

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
MEETING PACKET**

January 11, 2021

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: January 6, 2021

A meeting of the White Bear Lake Area School Board will be held on **Monday, January 11, 2021** at 5:30 p.m. via electronic conferencing under Minnesota Statute 13D.021. This meeting will be livestreamed and the recording will be posted on the website.

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
6. Reorganizing the Board

B. PUBLIC FORUM

During the time that the School Board is meeting by electronic means, those who would like to provide comments during Public Forum may submit their comments using the [White Bear Lake Area Schools - Public Forum Comments form](#).

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. Overview of Welcome to White Bear Week and Update on Registration Information for 2021-22
2. Superintendent's Report

D. DISCUSSION ITEMS

1. FY 20 Annual Audit Report
2. First Reading of School Board Policies
 - a. Policy 401, Equal Employment Opportunity
 - b. Policy 407, Employee Right to Know - Exposure to Hazardous Substances
 - c. Policy 409, Employee Publications, Instructional Materials, Inventions and Creations
 - d. Policy 497, Nepotism
 - e. Policy 499, Student Teaching
 - f. Policy 519, Interviews of Students by Outside Agencies
 - g. Policy 529, Staff Notification of Violent Behavior by Students
 - h. Policy 599, Academic Recognition
 - i. Policy 609, Religion

E. OPERATIONAL ITEMS

1. Approval of bids for new elementary school in Hugo
2. Approval of FY 20 Annual Audit
3. Approval of First Student Transportation Addendum
4. School Board Operating Procedures for 2021
5. School Board Members' Compensation for 2021
6. Action on Regular and Work Session Meeting Schedule for 2021
7. Action on Official Depositories for the School District Funds and Authorized Bank Accounts and Signatures

8. Action on Annual Resolution Authorizing Administration to Contract for Budgeted Items
9. Action on Official Publication for the School District for 2021
10. Action on Appointment of Compliance Officers
11. Action on Local Education Agency Authorization
12. Action on Designation of Legal Counsel
13. Action on Appointment of Representative for Equity Alliance MN
14. Action on Appointment of Representative for Intermediate School District 916
15. Action on 2021-22 School Year Calendar
16. Action on Middle School Programming
17. Action on School Board Policies:
 - a. Policy 430, Employee/Visitor ID Badge
 - b. Policy 517, Student Recruiting
 - c. Policy 518, DNR-DNI Orders
 - d. Policy 607, Organization of Grade Levels
18. Action on Approval of Property Purchase Agreement

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **January 11, 2021**
SUGGESTED DISPOSITION: **Action Items**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

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: **January 11, 2021**

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, December 14, 2020** at 6:00 p.m. via electronic conferencing under Minnesota Statute 13D.021. This meeting was live streamed and the recording is posted on the website. The Truth and Taxation Hearing started at 7:00 p.m.

A. PROCEDURAL ITEMS

1. Chair Mullin called the meeting to order at 6:02 p.m.
2. Roll Call – Present: Chapman, Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed.
Ex-Officio: Dr. Wayne Kazmierczak
3. Pledge of Allegiance
4. Chapman moved and Newmaster seconded to approve the agenda as presented.
Roll call vote: ayes, Chapman, Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Nays, none. Motion carried.
5. Thompson moved and Arcand seconded to approve the consent agenda consisting of:

- Approval of minutes for special meeting on November 2, regular Board meeting on November 9, and work session on November 23;
- Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the School Board;
- Passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
- Passage of resolution to approve personnel issues to include:

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

Thomas Altendahl– Accounts Payable Clerk, District Center
Employed by District 624 since 07/27/2020
Effective Date: 11/16/2020

Shaquinta Coleman-moore– Pupil Support Assistant, Sunrise Middle School
Employed by District 624 since 09/06/2016
Effective Date: 11/12/2020

John Ficcadenti– Campus Security, WBLAHS South Campus
Employed by District 624 since 08/31/2018
Effective Date: 11/27/2020

Paula Johnson– Paraeducator, Sunrise Middle School
Employed by District 624 since 10/27/1998
Effective Date: 11/26/2020

Deborah Joyce– Nutrition Services, Vadnais Heights Elementary
Employed by District 624 since 10/27/1998
Effective Date: 11/26/2020

Cynthia Kelsey– Nutrition Services, WBLAHS South Campus

Employed by District 624 since 10/22/2018

Effective Date: 09/07/2020

Margaret Nowak– Nutrition Services, Sunrise Middle School

Employed by District 624 since 10/26/2020

Effective Date: 11/04/2020

Mack Phillips– Student Supervisor, WBLAHS South Campus

Employed by District 624 since 09/02/2019

Effective Date: 11/20/2020

Sonya Riley– Nutrition Services Assistant, WBLAHS South Campus

Employed by District 624 since 09/07/2000

Effective Date: 10/20/2020

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

Brandon Johnson– Student Success Coordinator, Willow Lane Elementary

Employed by District 624 since 02/17/2015

Effective Date: 11/18/2020

➤ **RETIREMENT– CLASSIFIED STAFF**

Dawn Boyd– Pupil Support Assistant, Vadnais Heights Elementary

Employed by District 624 since 09/02/2008

Effective Date: 01/04/2020

Julie Wodicka - Human Relations Specialist, District Center

Employed by District 624 since 02/14/2005

Effective Date: 01/29/2021

➤ **RETIREMENT– CERTIFIED STAFF**

Sandra Knutson-Smaker– Music Teacher, Vadnais Heights Elementary

Employed by District 624 since 08/22/2002

Effective Date: 12/22/2020

➤ **CHANGE IN ASSIGNMENT– CLASSIFIED STAFF**

Heather Hart - From Nutrition Service Assistant, Vadnais Heights Elementary

To Nutrition Services Elementary Manager

\$20.14 per hr. Plus \$.95 Cert. 4, 31.25 hrs. per wk., \$18,893.86

Effective Date: 11/09/2020

Rachael Markuson - From Admin. Assist to the Principal, Sunrise Park Middle School

To Executive Assistant to the Superintendent, District Center

\$78,040 (Prorated based on start date \$45,623.38)

Effective Date: 11/30/2020

➤ **CHANGE IN ASSIGNMENT–CERTIFIED STAFF**

Nancy Bernstein - Preschool Teacher, Vadnais Heights Elementary

1.0 FTE To .5 FTE

Effective Date: 12/07/2020

➤ **TEMPORARY CHANGE IN ASSIGNMENT– CLASSIFIED STAFF**

Timothy Daniels Jr – From Behavior Management Asst., Willow Lane Elementary

To Student Success Coordinator

Effective Date: 09/19/2020 through 06/30/2021

Christine La Pean - From ADSIS Para, Matoska Elementary

To .5 FTE Intervention Teacher

Effective Date: 09/30/2020 through 06/14/2021

➤ **TEMPORARY CHANGE IN ASSIGNMENT– CERTIFIED STAFF**

Omar Ali – Science Teacher,WBLAHS - North Campus

1.0 Fte To 1.1 Fte

Effective Date: 11/17/2020 Through 01/29/2020

Keith Steadland – Science Teacher,WBLAHS - North Campus

1.0 Fte To 1.1 Fte

Effective Date: 11/17/2020 Through 01/29/2020

Troy Strand – Instructional Coach,WBLAHS - South Campus

1.0 Fte To 1.1 Fte

Effective Date: 10/19/2020 Through 06/14/2020

Shannon Treichel – Instructional Coach,WBLAHS - North Campus

1.0 Fte To 1.1 Fte

Effective Date: 10/19/2020 Through 06/14/2020

➤ **TEMPORARY CHANGE IN ASSIGNMENT– PROFESSIONAL STAFF**

Matthew Menier– From Middle School Associate Principal, Sunrise Park Middle School

To Elementary Principal, Willow Lane Elementary

Effective Date: 01/04/2021 Through 06/30/2021

➤ **FULL TIME LEAVE OF ABSENCE– CERTIFIED STAFF**

Megan Church– 4th Grade Teacher, Otter Lake Elementary

Employed By District 624 Since 04/02/2013

Effective Date: 09/14/2020 Through 11/27/2020

➤ **THREE YEAR EXTENDED LEAVE REQUEST– CERTIFIED STAFF**

Lisa Olson- Special Education Teacher, Central Middle School

Employed By District 624 Since 08/21/2003

Effective Date: 2020-2021 School Year Through 2022-2023 School Year

➤ **NEW PERSONNEL– CLASSIFIED STAFF**

Payton Dvorak – Program Assistant Leader, Vadnais Heights Elementary
\$14.92 Per Hr., 12.5 Hrs. Per Wk., \$7,683.80

Effective Date: 09/14/2020

Kokou Kah – Pupil Support Assistant, Sunrise Park Middle School
\$19.53 Per Hr., 32.5 Hrs. Per Wk., \$16,375.90

Effective Date: 12/11/2020

Anne Madline – Pupil Support Assistant, Otter Lake Elementary
\$19.53 Per Hr., 32.5 Hrs. Per Wk., \$16,375.90

Effective Date: 11/30/2020

Saba Shibru– Custodian, Sunrise Middle School & Normandy Park
Education Center

\$19.39 Per Hr., 40 Hrs. Per Wk., \$26,680.62

Effective Date: 11/02/2020

Sofia Virnig – Administrative Assistant To Principal, Sunrise Park Middle
School

\$20.81 Per Hr., 40 Hrs. Per Wk., \$23,640.16

Effective Date: 12/14/2020

➤ **TEMPORARY– CLASSIFIED STAFF**

Sakaviye Abdisalan– Instructional Assistant, Matoska Elementary
\$19.07 Per Hr., 20 Hrs. Per Wk., \$10,297.80

Effective Date: 11/19/2020 - 06/11/2021

Sarah Fox- Media Clerk, Matoska Elementary
\$18.34 Per Hr., 27.5 Hrs. Per Wk., \$2,622.62

Effective Date: 11/16/2020 - 12/22/2020

➤ **LONG TERM SUBSTITUTE– CERTIFIED STAFF**

Stephanie Dahlem – .2 Fte Science Teacher, Wblahs - South Campus
Ba, Step 1, \$1,129.70

Effective Date: 12/21/2020 – 01/29/2021

Kristen Fournier – Music Teacher, Vadnais Heights Elementary
Ba, Step 2, \$27,009.85

Effective Date: 01/04/2021 – 06/14/2021

Michael Lehenbauer - Grade 2 Teacher, Oneka Elementary
Ma, Step 1, \$36,255.51

Effective Date: 11/16/2020 - 06/14/2021

Erin Welter - Special Education Teacher, Birch Lake Elementary
Ba, Step 1, \$32,932.11

Effective Date: 11/17/2020 - 06/14/2021

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

- B. PUBLIC FORUM - Michael McKenzie:** Discussion regarding return to school, from a teacher's perspective, including the workload for teachers and a recommendation to make a decision soon about a school model for the rest of the year.

C. INFORMATION ITEMS

1. Superintendent's Report - Dr. Kazmierczak informed the Board that Wendy Suoja, White Bear Lake Area High School – South Campus music teacher was named in the Best Teacher category and White Bear Lake Area Schools was named Best Website (Local) in the Readers' Choice Honors. Other topics he mentioned: Teacher of the Year process opens on December 21; Winter Break – December 23 – January 3; Welcome to White Bear Week; Coffee with Dr. K virtual on January 7 from 11:30 a.m. – 12:30 p.m.; November groundbreaking ceremonies at White Bear Lake Area High School - South Campus, Lincoln Elementary, Matoska International, Vadnais Heights Elementary, Willow Lane Elementary and the new Transportation building. Tim Wald mentioned that Dr. Kazmierczak was named Superintendent of the Year.

Dr. Kazmierczak provided a COVID-19 update and concluded by thanking Jody Reber for her service of 32 years working in the District with 27 years in the superintendent's office.

D. DISCUSSION ITEMS

1. Presentation and Public Hearing Related to the Proposed 2020 Payable 2021 Property Tax Levy - Assistant Superintendent for Finance and Operations Tim Wald presented information related to the Proposed 2020 Payable 2021 Property Tax Levy. The presentation is available on the district website. Public Comments: none.
2. 2021-22 School Year Calendar – Assistant Superintendent for Teaching and Learning Dr. Alison Gillespie presented the 2021-22 calendar for discussion. The 2021-22 calendar will be on the January 11 agenda as an operational item.
3. Middle School Programming – Director of curriculum and Instruction Jen Babiash and Middle School Principals Cathryn Peterson and Christina Pierre presented recommendations for additional modifications to middle school programming.
4. Guaranteed Energy Saving Agreement – Assistant Superintendent for Finance and Operations Tim Wald and Director of Building Operations Dan Roeser provided information on the second phase of the energy saving agreements with Ideal Energies, LLC and Green Solar Leasing, LLC.
5. 2019-20 Worlds' Best Workforce Summary and Achievement and Integration Progress Report – Assistant Superintendent for Teaching and Learning Dr. Alison Gillespie and Director of Equity and Engagement provided information

on the World's Best Workforce summary and the Achievement and Integration Progress Report.

6. First Reading of School Board Policies

a) Policy 419, Tobacco-Free Environment: Possession and Use of Tobacco, Tobacco-related Devices, and Electronic Delivery Devices: Vaping Awareness and Prevention Instruction; b) Policy 430, Employee/Visitor ID Badge; c) Policy 517, Student Recruiting; d) Policy 518, DNR-DNI Orders; e) Policy 607, Organization of Grade Levels

The policies listed above will be on the January 11, 2021 agenda for a second reading.

E. OPERATIONAL ITEMS

1. Newmaster moved and Ellison seconded to approve the certification of the final 2020 payable 2021 property tax levy in the amount of \$56,987,674.46. **Roll call vote: ayes, Chapman, Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Nays, none. Motion carried.**
2. Thompson moved and Newmaster seconded to approve the guaranteed energy saving contract with Ideal Energies, LLC and Green² Solar Leasing, LLC for installing the second phase solar projects. **Roll call vote: ayes, Chapman, Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Nays, none. Motion carried.**
3. Chapman moved and Arcand seconded to accept the six Brosious Teaching Grants from the White Bear Lake Area Educational Foundation in the total amount of \$8,471.95. **Roll call vote: ayes, Chapman, Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Nays, none. Motion carried.**
4. Thompson moved and Ellison seconded to approve the recommended polling places for the 2021 State Primary and General Elections. **Roll call vote: ayes, Chapman, Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Nays, none. Motion carried.**
5. Newmaster moved and Thompson seconded to approve acceptance of the additional funding from the MDE Expanded Meal Access grant totaling \$34,893.71 and the Ramsey County Emergency Food Services Grant totaling \$376,572.58 for a combined total of \$396,572.58. **Roll call vote: ayes, Chapman, Ellison, Newmaster, Thompson, Arcand, Beloyed. Nays, none. Abstain, Mullin. Motion carried.**
6. Ellison moved and Chapman seconded to approve the following policies: a) Policy 421, Gifts to Employees and School Board Members; b) Policy 422, Incorporated by Reference; c) Policy 510, School Activities; d) Policy 513, Student Promotion, Retention and Program Design; e) Policy 515, Protection and Privacy of Student Records; f) Policy 516, Student Medication; g) Policy

601, School District Curriculum; h) Policy 602, Organization of School Calendar; i) Policy 603, Curriculum Development; j) Policy 615, Testing Accommodation, Modification, and Exemptions for IEPs, Section 504 Plans and LEP Students; k) Policy 620, Credit for Learning; l) Policy 703, Annual Audit; m) Policy 904, Distribution of Materials; and eliminate Policy 598, Home School Students Participating on State High School League Sanctioned Activities. ***Roll call vote: ayes, Chapman, Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Nays, none. Motion carried.***

7. Ellison moved and Beloyed seconded to approve the layoff resolution on reduction in staff in fee-based programs as recommended by the administration. ***Roll call vote: ayes, Chapman, Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Nays, none. Motion carried.***

F. BOARD FORUM - Board members thanked Jody Reber for her service in the Superintendent's office. Board members thanked the White Bear Lake staff and students for their hard work during the distance learning model.

G. ADJOURNMENT - Arcand moved and Mullin seconded to adjourn the meeting at 8:14 p.m. ***Roll call vote: ayes, Chapman, Ellison, Mullin, Newmaster, Thompson, Arcand, Beloyed. Nays, none. Motion carried.***

Submitted by: Jessica Ellison, clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Action Item**

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

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 - December 2020

		<u>12/15/2020</u>	<u>12/29/2020</u>
Direct Deposit	598366-599726	2,001,501.19	
Direct Deposit	599727-601056		2,036,113.64
Burnet Title	Land Purchase	12/22/2020	296,500.50

Check Number	Vendor	Date	Check Amount	Check Type
112155	MN DEPT OF LABOR & INDUSTRY	12/10/2020	(\$100.00)	V
112417	RAMSEY COUNTY RECORDER	12/8/2020	\$46.00	R
112418	24 25 CREATIVE LLC	12/10/2020	\$2,625.00	R
112419	3D SPECIALTIES INC	12/10/2020	\$128.65	R
112420	806 TECHNOLOGIES	12/10/2020	\$2,500.00	R
112421	A+ DRIVING SCHOOL	12/10/2020	\$10,710.00	R
112422	A-1 ACRYLICS INC	12/10/2020	\$349.25	R
112423	ABBOTT PAINT & CARPET INC	12/10/2020	\$559.19	R
112424	ALLSTREAM	12/10/2020	\$4,271.70	R
112425	AMAZON	12/10/2020	\$1,980.00	R
112426	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112427	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112428	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112429	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112430	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112431	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112432	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112433	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112434	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112435	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112436	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112437	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112438	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112439	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112440	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112441	AMAZON CAPITAL SERVICES	12/10/2020	\$0.00	C
112442	AMAZON CAPITAL SERVICES	12/10/2020	\$15,954.56	R
112443	AMERICAN MESSAGING	12/10/2020	\$13.70	R
112444	AMERICAN TIME	12/10/2020	\$676.06	R
112445	ANDERSON, PATRICIA	12/10/2020	\$141.53	R
112446	ARAMARK UNIFORM & CAREER APPAREL GROUP INC	12/10/2020	\$1,531.03	R
112447	ARCH LANGUAGE NETWORK	12/10/2020	\$130.00	R
112448	ARNOLD, RITA & GREGORY	12/10/2020	\$243.95	R
112449	ASL INTERPRETING SERVICES	12/10/2020	\$128.00	R
112450	ATC GROUP SERVICES LLC	12/10/2020	\$4,786.58	R
112451	BATTERIES PLUS BULBS	12/10/2020	\$234.15	R
112452	BENSON, SYLVIA	12/10/2020	\$144.93	R
112453	BEST BUY BUSINESS ADVANTAGE ACCT	12/10/2020	\$1,988.96	R
112454	BIEHL, DANIEL	12/10/2020	\$79.00	R
112455	BLOOM, DEBRA	12/10/2020	\$10.81	R
112456	BLUE CROSS / BLUE SHIELD OF MN	12/10/2020	\$6,080.00	R
112457	BLUE TARP FINANCIAL INC	12/10/2020	\$3,955.69	R
112458	BOECK, TAMARA	12/10/2020	\$42.50	R
112459	BOOSHIE	12/10/2020	\$930.00	R
112460	BRAINPOP LLC	12/10/2020	\$1,970.00	R

112461 BROWN, BRUCE	12/10/2020	\$74.00	R
112462 CAMPBELL, MELISSA A.	12/10/2020	\$27.50	R
112463 CAPITAL ONE COMMERCIAL	12/10/2020	\$3,967.57	R
112464 CAPTIVATE MEDIA & CONSULTING	12/10/2020	\$3,750.00	R
112465 CARDINAL, KATHLEEN T.	12/10/2020	\$582.25	R
112466 CARLSON, JEREMY	12/10/2020	\$168.00	R
112467 CARLSON, KEATON	12/10/2020	\$79.00	R
112468 CDW GOVERNMENT INC	12/10/2020	\$937.56	R
112469 CENGAGE LEARNING	12/10/2020	\$425.70	R
112470 CENTRAL ROOFING COMPANY	12/10/2020	\$20,214.64	R
112471 CHOUANARD, JANICE	12/10/2020	\$99.03	R
112472 CINTAS CORP #470	12/10/2020	\$316.11	R
112473 CL BENSEN CO., INC	12/10/2020	\$11,425.52	R
112473 CL BENSEN CO., INC	12/10/2020	(\$11,425.52)	V
112474 CLARK, CINDY	12/10/2020	\$106.25	R
112475 CLOUDCOVER USA/B1 GROUP	12/10/2020	\$200.00	R
112476 CMRS-FP	12/10/2020	\$6,000.00	R
112477 COMCAST	12/10/2020	\$294.67	R
112478 COMMERCIAL KITCHEN SERVICES	12/10/2020	\$2,752.50	R
112479 CONNEY SAFETY PRODUCTS LLC	12/10/2020	\$36.59	R
112480 CONTINENTAL RESEARCH CORP	12/10/2020	\$365.65	R
112481 COSTCO	12/10/2020	\$120.00	R
112482 COUNCIL OF ADMINISTRATORS OF SPECIAL EDUC	12/10/2020	\$75.00	R
112483 CPSI	12/10/2020	\$6,608.00	R
112484 CRAFT, PATRICIA	12/10/2020	\$35.80	R
112485 CUB FOODS OF WHITE BEAR TWSHP	12/10/2020	\$207.69	R
112486 CULLIGAN BOTTLED WATER	12/10/2020	\$118.80	R
112487 CUMMINS SALES AND SERVICE	12/10/2020	\$2,591.68	R
112488 CUMMINGS MOBILITY CONVERSIONS	12/10/2020	\$2,300.09	R
112488 CUMMINGS MOBILITY CONVERSIONS	12/10/2020	(\$2,300.09)	V
112489 CURTIS, CHRISTOPHER C.	12/10/2020	\$42.50	R
112490 DAKOTA TRUCK UNDERWRITERS	12/10/2020	\$247,430.00	R
112491 DALCO CORPORATION	12/10/2020	\$0.00	C
112492 DALCO CORPORATION	12/10/2020	\$0.00	C
112493 DALCO CORPORATION	12/10/2020	\$0.00	C
112494 DALCO CORPORATION	12/10/2020	\$0.00	C
112495 DALCO CORPORATION	12/10/2020	\$0.00	C
112496 DALCO CORPORATION	12/10/2020	\$36,691.37	R
112497 DEISTING, RANDY	12/10/2020	\$89.00	R
112498 DEJARLAIS, MARILYN	12/10/2020	\$675.11	R
112499 DELL MARKETING LP	12/10/2020	\$3,893.97	R
112500 DELLWOOD COUNTRY CLUB	12/10/2020	\$2,001.53	R
112501 DEPT OF HUMAN SERVICES	12/10/2020	\$806.00	R
112502 DISCOUNT SCHOOL SUPPLY	12/10/2020	\$230.74	R
112503 DOFFING, SHARON	12/10/2020	\$4.25	R
112504 DOMINOS PIZZA	12/10/2020	\$53.25	R
112505 DOUGLAS, JOHN	12/10/2020	\$550.00	R

112506 DOUGLAS, SANDRA L.	12/10/2020	\$150.00	R
112507 DEFINITIVE TECHNOLOGY SOLUTIONS	12/10/2020	\$0.00	C
112508 DEFINITIVE TECHNOLOGY SOLUTIONS	12/10/2020	\$21,805.08	R
112509 DUGAN, PATRICIA	12/10/2020	\$6.40	R
112510 EBELING, JEREMY M.	12/10/2020	\$27.50	R
112511 ECCO MIDWEST, INC	12/10/2020	\$6,240.00	R
112512 ECKROTH MUSIC	12/10/2020	\$314.29	R
112513 EGAN	12/10/2020	\$475.00	R
112514 ELLISON EDUC EQUIP INC	12/10/2020	\$36.98	R
112515 EMERGENCY CONTRACTORS SERVICES INC	12/10/2020	\$1,700.00	R
112516 ENGSTRAN, TOM	12/10/2020	\$150.00	R
112517 EQUITY ALLIANCE MN	12/10/2020	\$60,880.00	R
112518 ETS NORTH METRO LLC	12/10/2020	\$3,833.33	R
112519 EVHS DEBATE	12/10/2020	\$60.00	R
112520 FENWAY INNOVATION CENTER	12/10/2020	\$9,052.11	R
112521 FESTIVAL FOODS-KNOWLAN'S	12/10/2020	\$143.57	R
112522 FIDELITY SECURITY LIFE INSURANCE CO	12/10/2020	\$5,210.56	R
112523 FIORAVANTI, MARC	12/10/2020	\$79.00	R
112524 FIREFLY COMPUTERS	12/10/2020	\$132,495.00	R
112525 FITNESS FINDERS INC	12/10/2020	\$72.95	R
112526 FOLLETT SCHOOL SOLUTIONS INC	12/10/2020	\$93.38	R
112527 FORMATIVE	12/10/2020	\$1,099.00	R
112528 FRAPPIER, REGINA G.	12/10/2020	\$17.00	R
112529 FRATTALONES HARDWARE STORES	12/10/2020	\$0.00	C
112530 FRATTALONES HARDWARE STORES	12/10/2020	\$0.00	C
112531 FRATTALONES HARDWARE STORES	12/10/2020	\$403.71	R
112532 FRONTRUNNER SCREEN PRINTING	12/10/2020	\$172.50	R
112533 GARVEY, PATRICIA	12/10/2020	\$301.33	R
112534 GENERATION GENIUS INC	12/10/2020	\$995.00	R
112535 GEPHART TRUCKING	12/10/2020	\$1,900.00	R
112536 GILLUND ENTERPRISES	12/10/2020	\$113.40	R
112537 GOPHER STATE ONE CALL	12/10/2020	\$128.25	R
112538 GRADOZ, COLETTE	12/10/2020	\$8.50	R
112539 GRAINGER	12/10/2020	\$0.00	C
112540 GRAINGER	12/10/2020	\$0.00	C
112541 GRAINGER	12/10/2020	\$4,112.77	R
112542 GROSSMANN, BRADLEY	12/10/2020	\$342.36	R
112543 GROUP MEDICAREBLUE RX	12/10/2020	\$11,935.00	R
112544 H&B SPECIALIZED PRODUCTS INC	12/10/2020	\$17,839.00	R
112545 HAAG, LOIS	12/10/2020	\$144.50	R
112546 HAAS MUSICAL INSTRUMENT REPAIR	12/10/2020	\$120.00	R
112547 HALLBERG ENGINEERING INC	12/10/2020	\$18,705.00	R
112548 HALO TRANSPORTATION	12/10/2020	\$18,490.12	R
112549 HAMER, KAREN	12/10/2020	\$153.00	R
112550 HAMMER SPORTS	12/10/2020	\$181.00	R
112551 HAMMOND, DEIDRE L.	12/10/2020	\$15.00	R
112552 HARRIMAN, HANNAH	12/10/2020	\$90.00	R

112553 HEALTHPARTNERS	12/10/2020	\$4,017.40	R
112554 HEGGIES PIZZA	12/10/2020	\$4,573.55	R
112555 HINES, ALEXANDER	12/10/2020	\$2,500.00	R
112556 HISDAHL INC	12/10/2020	\$1,479.75	R
112557 HOENIGSCHMIDT, KAYLEA	12/10/2020	\$86.00	R
112558 HOGLUND BUS COMPANY	12/10/2020	\$2,103.90	R
112559 HOGLUND BUS & TRUCK CO	12/10/2020	\$287.35	R
112560 HOME DEPOT CREDIT SERVICES	12/10/2020	\$972.58	R
112561 HOUGE, SARAH M.	12/10/2020	\$1,762.50	R
112562 HUBBARD, MICHELLE K.	12/10/2020	\$82.40	R
112563 I KNOW IT	12/10/2020	\$487.50	R
112564 IFD	12/10/2020	\$0.00	C
112565 IFD	12/10/2020	\$0.00	C
112566 IFD	12/10/2020	\$0.00	C
112567 IFD	12/10/2020	\$0.00	C
112568 IFD	12/10/2020	\$29,717.25	R
112569 IMAGINE LEARNING	12/10/2020	\$3,200.00	R
112570 INNOCENT TECHNOLOGIES, LLC	12/10/2020	\$1,250.00	R
112571 INNOVATIVE OFFICE SOLUTIONS	12/10/2020	\$408.67	R
112572 ION INC	12/10/2020	\$845.95	R
112573 IPEVO DESIGN FOR LEARNING	12/10/2020	\$217.88	R
112574 ISD #621 MOUNDS VIEW SCHOOL DISTRICT	12/10/2020	\$20.00	R
112575 ISD #623 ROSEVILLE AREA SCHOOLS	12/10/2020	\$35,500.00	R
112576 ISD #625 ST PAUL PUBLIC SCHOOLS	12/10/2020	\$10,536.32	R
112577 ISTATE TRUCK CENTER	12/10/2020	\$40.06	R
112578 IXL LEARNING	12/10/2020	\$719.00	R
112579 JIMMY JOHNS #869	12/10/2020	\$722.57	R
112580 JOHNSON, BRIAN	12/10/2020	\$1,597.13	R
112581 JOHNSON, GAVIN D.	12/10/2020	\$135.00	R
112582 JOHNSON, SHARON A.	12/10/2020	\$550.88	R
112583 JUNO FILMS INC	12/10/2020	\$176.00	R
112584 JW PEPPER & SON INC	12/10/2020	\$0.00	C
112585 JW PEPPER & SON INC	12/10/2020	\$571.93	R
112586 KAISER, PHYLLIS	12/10/2020	\$15.15	R
112587 KATH FUEL OIL SERVICE CO	12/10/2020	\$15,286.65	R
112588 KAY PARK RECREATION	12/10/2020	\$15,754.00	R
112589 KEYSTONE INTERPRETING SOLUTIONS	12/10/2020	\$3,552.00	R
112590 KIMBALL MIDWEST	12/10/2020	\$901.58	R
112591 KIRCH, RAY	12/10/2020	\$850.00	R
112592 KOCH MECHANICAL LLC	12/10/2020	\$9,619.00	R
112593 KOREEN, GLORIA	12/10/2020	\$472.39	R
112594 KRAFT MECHANICAL LLC	12/10/2020	\$0.00	C
112595 KRAFT MECHANICAL LLC	12/10/2020	\$0.00	C
112596 KRAFT MECHANICAL LLC	12/10/2020	\$20,561.72	R
112597 KULLY SUPPLY COMPANY	12/10/2020	\$353.36	R
112597 KULLY SUPPLY COMPANY	12/28/2020	(\$353.36)	V
112598 LALIBERTE, ELAINE	12/10/2020	\$99.71	R

112599	LANGLAND, MARY	12/10/2020	\$13.60	R
112600	LARSON, BEVERLEY M.	12/10/2020	\$281.78	R
112601	LASHOMB, BRIAN A.	12/10/2020	\$168.00	R
112602	LEARNING A-Z	12/10/2020	\$178.45	R
112603	LEVERTY, MACKENZIE	12/10/2020	\$0.00	C
112604	LEVERTY, MACKENZIE	12/10/2020	\$357.00	R
112605	LIBERTY CLASSICAL ACADEMY	12/10/2020	\$4,056.00	R
112606	LIBRARY STORE INC	12/10/2020	\$42.38	R
112607	LIFETOUCH NSS	12/10/2020	\$650.00	R
112608	LINDENMEYR MUNROE	12/10/2020	\$2,246.46	R
112609	LITERACY RESOURCES LLC	12/10/2020	\$67.99	R
112610	LORENZ RECOGNITION CO	12/10/2020	\$39.75	R
112611	L T G POWER EQUIPMENT	12/10/2020	\$69.67	R
112612	LUNDGREN, JOANNE M.	12/10/2020	\$122.70	R
112613	MAC RUNNEL, MINDY L.	12/10/2020	\$582.25	R
112614	MACKIN EDUCATIONAL RESOURCES	12/10/2020	\$1,527.17	R
112615	MADISON NATIONAL LIFE	12/10/2020	\$40,739.90	R
112616	MARTENS, PAMELA	12/10/2020	\$2.34	R
112617	MCDONOUGH'S WATERJETTING AND	12/10/2020	\$905.73	R
112618	MN COMMUNITY EDUC ASSOC (MCEA)	12/10/2020	\$1,751.00	R
112619	MCGRAW HILL LLC	12/10/2020	\$14,668.28	R
112620	MEDTOX LABORATORIES	12/10/2020	\$318.68	R
112621	METAL DOCTOR INC	12/10/2020	\$60.94	R
112622	METRO ECSU	12/10/2020	\$70.00	R
112623	METRO MEALS ON WHEELS INC	12/10/2020	\$14,639.90	R
112624	MICHAELSON, RUTH F.	12/10/2020	\$8.93	R
112625	MID CITY SERVICES - INDUSTRIAL LAUNDRY	12/10/2020	\$584.45	R
112626	MILLIGAN, THERESA	12/10/2020	\$1,138.00	R
112627	MINNEAPOLIS PUBLIC SCHOOLS SPEC DIST 1	12/10/2020	\$2,855.70	R
112628	MINVALCO INC	12/10/2020	\$0.00	C
112629	MINVALCO INC	12/10/2020	\$1,677.69	R
112630	MN ICE ARENA MANAGERS ASSOC	12/10/2020	\$200.00	R
112631	MN JUNIOR HIGH SCHOOL	12/10/2020	\$150.00	R
112632	MN PREMIER PUBLICATIONS	12/10/2020	\$1,031.00	R
112633	MN SECRETARY OF STATE - NOTARY	12/10/2020	\$120.00	R
112634	MN STATE FIRE MARSHALL DIV	12/10/2020	\$3,555.71	R
112635	MN SWORD PLAY	12/10/2020	\$740.00	R
112636	MULLER, ANGIE	12/10/2020	\$24.75	R
112637	MURPHY, LYNNE M	12/10/2020	\$270.00	R
112638	MUSIC CONNECTION INC	12/10/2020	\$1,600.00	R
112639	MYSTERY SCIENCE INC	12/10/2020	\$1,348.00	R
112640	NAC MECHANICAL & ELECTRICAL SERV	12/10/2020	\$47,173.51	R
112641	NAPA AUTO PARTS	12/10/2020	\$532.17	R
112642	NARDINI FIRE EQUIPMENT CO INC	12/10/2020	\$1,710.88	R
112643	NASCO	12/10/2020	\$526.48	R
112644	NATIONAL CHECKING CO	12/10/2020	\$1,507.10	R
112645	NAVIS, NANCY L.	12/10/2020	\$848.00	R

112646	NCPERS MINNESOTA	12/10/2020	\$128.00	R
112647	NCS PEARSON INC	12/10/2020	\$525.88	R
112648	NEARPOD INC	12/10/2020	\$1,500.00	R
112649	NIENHUIS MONTESSORI USA INC	12/10/2020	\$461.47	R
112650	NOBLE CONSERVATION SOLUTIONS	12/10/2020	\$2,633.72	R
112651	NORCENTRONIX DISTRIBUTING	12/10/2020	\$170.00	R
112652	NORTH CENTRAL TRUCK EQUIPMENT	12/10/2020	\$338.64	R
112653	NORTH CENTRAL BLUE BIRD BUS SALES	12/10/2020	\$11,131.99	R
112654	NORTHBOUND CREATIVE	12/10/2020	\$420.00	R
112655	NORTHEAST METRO INTERMEDIATE DISTRICT 916	12/10/2020	\$10,136.37	R
112656	O'NEIL, LOIS	12/10/2020	\$73.74	R
112657	O'REILLY AUTOMOTIVE INC	12/10/2020	\$8.49	R
112658	OFFICE DEPOT	12/10/2020	\$751.83	R
112659	OLSEN FIRE PROTECTION INC	12/10/2020	\$12,117.00	R
112660	OLSON, SUZANNE K.	12/10/2020	\$130.90	R
112661	ON SITE SANITATION INC	12/10/2020	\$74.00	R
112662	OXYGEN SERVICE CO INC	12/10/2020	\$13.02	R
112663	PAN-O-GOLD	12/10/2020	\$296.40	R
112664	PARTSMASTER	12/10/2020	\$495.27	R
112665	PELTON CONSULTANT GROUP, LLC	12/10/2020	\$1,250.00	R
112666	PETERSON BROS ROOFING & CONST	12/10/2020	\$12,458.91	R
112667	PICARD, ANNE	12/10/2020	\$8.50	R
112668	PIONEER VALLEY BOOKS	12/10/2020	\$49.50	R
112669	PITNEY BOWES	12/10/2020	\$192.30	R
112670	PRESS PUBLICATIONS	12/10/2020	\$1,596.00	R
112671	QUADIENT FINANCE USA, INC.	12/10/2020	\$86.23	R
112672	QUISTAD, IDA	12/10/2020	\$153.85	R
112673	R & R SPECIALTIES INC	12/10/2020	\$37.50	R
112674	RAMSEY COUNTY	12/10/2020	\$2,520.00	R
112675	RAMSEY COUNTY PUBLIC HEALTH	12/10/2020	\$128.00	R
112676	RAMSEY COUNTY PUBLIC HEALTH	12/10/2020	\$128.00	R
112677	RAMSEY COUNTY PUBLIC HEALTH	12/10/2020	\$128.00	R
112678	RAMSEY COUNTY PUBLIC HEALTH	12/10/2020	\$128.00	R
112679	RAYMOND, JOHN	12/10/2020	\$168.00	R
112680	READ NATURALLY INC	12/10/2020	\$2,470.00	R
112681	REBER, TIMOTHY J.	12/10/2020	\$99.00	R
112682	REGENTS OF THE UNIV OF MN	12/10/2020	\$200.00	R
112683	REV.COM	12/10/2020	\$18.75	R
112684	RIVERSIDE INSIGHTS	12/10/2020	\$111.88	R
112685	ROCKET MATH	12/10/2020	\$115.00	R
112686	ROETTGER, DEBRA	12/10/2020	\$175.10	R
112687	ROETTGER, DORIS	12/10/2020	\$427.25	R
112688	SAFETY-KLEEN SYSTEMS INC	12/10/2020	\$176.00	R
112689	SAFETYFIRST PLAYGROUND SURFACING LLC	12/10/2020	\$0.00	C
112690	SAFETYFIRST PLAYGROUND SURFACING LLC	12/10/2020	\$36,405.00	R
112691	SAIKO, KATHY	12/10/2020	\$60.00	R
112692	SALKOWICZ, JASON J.	12/10/2020	\$95.30	R

112693 SAM'S CLUB/SYNCHRONY BANK	12/10/2020	\$833.76	R
112694 SARFF, MARIJO A.	12/10/2020	\$48.00	R
112695 SAUNDERS, LUCIANA	12/10/2020	\$275.00	R
112696 SCHMIDT, BARBARA J.	12/10/2020	\$20.83	R
112697 SCHMIT TOWING	12/10/2020	\$250.00	R
112698 SCHOLASTIC	12/10/2020	\$65.45	R
112699 SCHOOL HEALTH CORPORATION	12/10/2020	\$0.00	C
112700 SCHOOL HEALTH CORPORATION	12/10/2020	\$626.46	R
112701 SCOTT ELECTRIC	12/10/2020	\$1,113.00	R
112702 SHEA, JEFFREY A.	12/10/2020	\$288.00	R
112703 SHORT ELLIOTT HENDRICKSON, INC	12/10/2020	\$35,347.09	R
112704 SHRED-IT USA - MINNEAPOLIS	12/10/2020	\$1,278.50	R
112705 SMITH, TODD	12/10/2020	\$150.00	R
112706 SOLIANT	12/10/2020	\$4,709.25	R
112707 ST LOUIS PARK PUBLIC SCHOOLS	12/10/2020	\$202.00	R
112708 STAFSHOLT, ANGELIKAH	12/10/2020	\$55.68	R
112709 STAPLES ADVANTAGE	12/10/2020	\$0.00	C
112710 STAPLES ADVANTAGE	12/10/2020	\$0.00	C
112711 STAPLES ADVANTAGE	12/10/2020	\$0.00	C
112712 STAPLES ADVANTAGE	12/10/2020	\$983.06	R
112713 STATE SUPPLY CO	12/10/2020	\$1,094.78	R
112714 STAY TUNED PIANO SERVICES	12/10/2020	\$525.00	R
112715 STEINER, EILEEN A.	12/10/2020	\$4.25	R
112716 STEVENS, DEBORAH	12/10/2020	\$15.30	R
112717 STRACK, GEOFFREY	12/10/2020	\$89.00	R
112718 STRAND, TROY A.	12/10/2020	\$132.00	R
112719 STRATEGIC STAFFING SOLUTIONS	12/10/2020	\$8,568.00	R
112720 STRAUSS SKATES AND BICYCLES	12/10/2020	\$4,432.00	R
112721 STREAMLINE DESIGN INC	12/10/2020	\$3,084.00	R
112722 SUMMIT FIRE PROTECTION	12/10/2020	\$1,970.08	R
112723 SVL SERVICE CORPORATION	12/10/2020	\$1,774.75	R
112724 SWANSON, KAY	12/10/2020	\$14.45	R
112725 TEACHER SYNERGY LLC	12/10/2020	\$158.67	R
112726 TEAMVIEWER GMBH	12/10/2020	\$1,552.64	R
112726 TEAMVIEWER GMBH	12/10/2020	(\$1,552.64)	V
112727 THILMANY, ROBERT J. JR	12/10/2020	\$34.50	R
112728 THOMAS, NANCY	12/10/2020	\$217.10	R
112729 THOMPSON, MATTHEW	12/10/2020	\$180.00	R
112730 TORPEDO BAGS, INC	12/10/2020	\$3,000.00	R
112731 TR ENVIRONMENTAL CONSULTING LLC	12/10/2020	\$0.00	C
112732 TR ENVIRONMENTAL CONSULTING LLC	12/10/2020	\$2,036.00	R
112733 TRADE PRESS INC	12/10/2020	\$1,179.00	R
112734 TRANS-MISSISSIPPI BIO SUPPLY	12/10/2020	\$59.02	R
112735 TRANSLANGUAGES, LLC	12/10/2020	\$700.00	R
112736 TRI-STATE BOBCAT	12/10/2020	\$448.67	R
112737 TRIMARK	12/10/2020	\$87,823.80	R
112738 TRINITY3 TECHNOLOGY	12/10/2020	\$3,897.00	R

112739	TRIO SUPPLY COMPANY	12/10/2020	\$9,831.75	R
112740	TRUAX PATIENT SERVICES	12/10/2020	\$675.00	R
112741	TRUE NORTH CONSULTING GROUP	12/10/2020	\$8,028.00	R
112742	TSA CONSULTING GROUP	12/10/2020	\$940.24	R
112743	TWIN CITY JANITOR SUPPLY CO	12/10/2020	\$3,377.00	R
112744	TWIN CITY TRANSPORTATION INC	12/10/2020	\$43,219.58	R
112745	TWIN CITY HARDWARE COMPANY INC	12/10/2020	\$2,137.90	R
112746	ULINE	12/10/2020	\$434.86	R
112747	US FOODS CULINARY EQUIP & SUPPLIES	12/10/2020	\$1,125.00	R
112748	USIC LOCATING SERVICES, LLC	12/10/2020	\$8,662.20	R
112748	USIC LOCATING SERVICES, LLC	12/10/2020	(\$8,662.20)	V
112749	VANG, STEPHANIE	12/10/2020	\$705.00	R
112750	VERIZON WIRELESS	12/10/2020	\$1,328.88	R
112751	VADNAIS HEIGHTS ECONOMIC DEV CORP	12/10/2020	\$100.00	R
112752	VIKING ELECTRIC SUPPLY	12/10/2020	\$0.00	C
112753	VIKING ELECTRIC SUPPLY	12/10/2020	\$0.00	C
112754	VIKING ELECTRIC SUPPLY	12/10/2020	\$4,211.74	R
112755	VOCABULARY SPELLING CITY.COM	12/10/2020	\$261.20	R
112756	VOGT, HERTHA E.	12/10/2020	\$124.10	R
112757	WHITE BEAR CENTER FOR THE ARTS	12/10/2020	\$12,750.00	R
112758	WHITE BEAR RENTAL EQUIPMENT	12/10/2020	\$100.62	R
112759	WIGEN WATER TECHNOLOGIES	12/10/2020	\$2,235.40	R
112760	WINCHELL, ERIKA D.	12/10/2020	\$100.10	R
112761	WINSOR LEARNING INC	12/10/2020	\$450.00	R
112762	WL HALL COMPANY	12/10/2020	\$1,110.00	R
112763	WOLD ARCHITECTS AND ENGINEERS	12/10/2020	\$0.00	C
112764	WOLD ARCHITECTS AND ENGINEERS	12/10/2020	\$1,051,496.37	R
112765	WORLD BOOK INC	12/10/2020	\$592.00	R
112766	XCEL ENERGY	12/10/2020	\$16,480.75	R
112767	ZALLAR, CHERYL L.	12/10/2020	\$50.00	R
112768	IUOE LOCAL 70	12/10/2020	\$1,109.74	R
112769	RAUSCH, STURM, ISRAEL,	12/10/2020	\$232.50	R
112770	SCHOOL SERVICE EMPLOYEES	12/10/2020	\$6,160.11	R
112771	GURSTEL CHARGO ATTORNEYS AT LAW	12/10/2020	\$267.67	R
112772	MESSERLI & KRAMER PA	12/10/2020	\$20.20	R
112773	CL BENSON CO., INC	12/10/2020	\$11,424.92	R
112774	CUMMINS SALES AND SERVICE	12/10/2020	\$2,300.09	R
112775	TEAMVIEWER GMBH	12/10/2020	\$1,446.00	R
112776	USIC LOCATING SERVICES, LLC	12/10/2020	\$8,662.30	R
112777	A+ DRIVING SCHOOL	12/17/2020	\$6,930.00	R
112778	ABBOTT PAINT & CARPET INC	12/17/2020	\$149.54	R
112779	ACCLAIM SERVICES INC	12/17/2020	\$449.50	R
112780	ACT INC	12/17/2020	\$5,964.00	R
112781	AMAZON CAPITAL SERVICES	12/17/2020	\$0.00	C
112782	AMAZON CAPITAL SERVICES	12/17/2020	\$0.00	C
112783	AMAZON CAPITAL SERVICES	12/17/2020	\$0.00	C
112784	AMAZON CAPITAL SERVICES	12/17/2020	\$0.00	C

112785	AMAZON CAPITAL SERVICES	12/17/2020	\$0.00	C
112786	AMAZON CAPITAL SERVICES	12/17/2020	\$2,639.95	R
112787	ARAMARK REFRESHMENT SERVICES	12/17/2020	\$118.65	R
112788	ASTLEFORD INTL MINNEAPOLIS	12/17/2020	\$38.76	R
112789	BEHNKEN, JONATHAN	12/17/2020	\$27.50	R
112790	BEVSO	12/17/2020	\$17,482.88	R
112791	BLADE, JULIE M.	12/17/2020	\$190.97	R
112792	BLUE TARP FINANCIAL INC	12/17/2020	\$561.96	R
112793	BRAUN INTERTEC CORPORATION	12/17/2020	\$3,986.25	R
112794	BRINKMANS INC	12/17/2020	\$5,477.93	R
112795	BSN SPORTS	12/17/2020	\$1,389.00	R
112796	BUREAU OF EDUCATION & RESEARCH	12/17/2020	\$279.00	R
112797	BURKET, TARA A.	12/17/2020	\$27.50	R
112798	CANION, MIRA	12/17/2020	\$68.00	R
112799	CAPTIVATE MEDIA & CONSULTING	12/17/2020	\$8,250.00	R
112800	CDW GOVERNMENT INC	12/17/2020	\$18,000.00	R
112801	CENTURY COLLEGE - BUSINESS OFFICE	12/17/2020	\$111,825.00	R
112802	CHAMPIONSHIP PRODUCTS UNLTD	12/17/2020	\$450.00	R
112803	CINTAS CORP #470	12/17/2020	\$102.61	R
112804	CL BENSEN CO., INC	12/17/2020	\$2,532.11	R
112805	CODEHS INC	12/17/2020	\$1,300.00	R
112806	CONSCIOUS DISCIPLINE	12/17/2020	\$2,242.50	R
112807	CONTINENTAL RESEARCH CORP	12/17/2020	\$642.89	R
112808	COUNTRY VIDEO BARN	12/17/2020	\$1,414.82	R
112809	CUB FOODS OF WHITE BEAR TWSHP	12/17/2020	\$0.00	C
112810	CUB FOODS OF WHITE BEAR TWSHP	12/17/2020	\$326.72	R
112811	CULINEX	12/17/2020	\$151,471.90	R
112812	CULLIGAN BOTTLED WATER	12/17/2020	\$5.94	R
112813	CUMMINS SALES AND SERVICE	12/17/2020	\$1,649.05	R
112814	DALCO CORPORATION	12/17/2020	\$0.00	C
112815	DALCO CORPORATION	12/17/2020	\$4,836.77	R
112816	DEFINITIVE TECHNOLOGY SOLUTIONS	12/17/2020	\$10,592.50	R
112817	DWYER, DEBORAH	12/17/2020	\$4,000.00	R
112818	EAI EDUCATION	12/17/2020	\$156.52	R
112819	ECCO MIDWEST, INC	12/17/2020	\$16,810.00	R
112820	EMPOWERU LLC	12/17/2020	\$7,380.00	R
112821	FESTIVAL FOODS-KNOWLAN'S	12/17/2020	\$91.08	R
112822	FIRST STUDENT	12/17/2020	\$282,827.61	R
112823	FORTMAN, KRISTINE K.	12/17/2020	\$27.50	R
112824	FRATTALONES HARDWARE STORES	12/17/2020	\$138.21	R
112825	FURBUR, ANITA M.	12/17/2020	\$27.50	R
112826	GARNER, JUDY	12/17/2020	\$20.00	R
112827	GARNER, TOM	12/17/2020	\$20.00	R
112828	GHILARDI, KIMBERLY	12/17/2020	\$27.50	R
112829	GINTER, PATRICK	12/17/2020	\$27.50	R
112830	GOPHER	12/17/2020	\$298.00	R
112831	GRAINGER	12/17/2020	\$3,103.10	R

112832 GREATAMERICA FINANCIAL SERVICES	12/17/2020	\$334.85	R
112833 HAAS MUSICAL INSTRUMENT REPAIR	12/17/2020	\$133.00	R
112834 HALLBERG ENGINEERING INC	12/17/2020	\$4,096.25	R
112835 HOGLUND BUS COMPANY	12/17/2020	\$0.00	C
112836 HOGLUND BUS COMPANY	12/17/2020	\$762.59	R
112837 IDC-AUTOMATIC LLC	12/17/2020	\$509.64	R
112838 IMAGINE LEARNING	12/17/2020	\$3,200.00	R
112839 INNOSEAL SYSTEMS INC	12/17/2020	\$7,541.00	R
112840 INNOVATIVE OFFICE SOLUTIONS	12/17/2020	\$21.01	R
112841 INTELLIGERE INC	12/17/2020	\$43.75	R
112842 J.R.'S ADVANCED RECYCLERS	12/17/2020	\$30.00	R
112843 JAYTECH INC	12/17/2020	\$122.76	R
112844 JR WRESTLING	12/17/2020	\$213.90	R
112845 JUNIOR LIBRARY GUILD	12/17/2020	\$1,981.40	R
112846 JUVONEN, KARLA	12/17/2020	\$27.50	R
112847 JW PEPPER & SON INC	12/17/2020	\$372.49	R
112848 KAY, CAROLYN	12/17/2020	\$23.00	R
112849 KEYSTONE INTERPRETING SOLUTIONS	12/17/2020	\$150.00	R
112850 KIMBALL MIDWEST	12/17/2020	\$603.68	R
112851 KRAFT MECHANICAL LLC	12/17/2020	\$29,770.00	R
112852 KUSTERMAN, KELSEY L.	12/17/2020	\$27.50	R
112853 LEARNING A-Z	12/17/2020	\$807.17	R
112854 LINDENMEYR MUNROE	12/17/2020	\$966.00	R
112855 LITERACY RESOURCES LLC	12/17/2020	\$1,641.40	R
112856 MACKIN EDUCATIONAL RESOURCES	12/17/2020	\$695.30	R
112857 MCCORMACK, GREGORY T.	12/17/2020	\$27.50	R
112858 MCDONOUGH'S WATERJETTING AND	12/17/2020	\$1,415.50	R
112859 MCGRAW HILL LLC	12/17/2020	\$2,500.00	R
112860 MCPHILLIPS BROS ROOFING CO	12/17/2020	\$31,335.00	R
112861 METRO MEALS ON WHEELS INC	12/17/2020	\$73.50	R
112862 METROPOLITAN TRANSPORTATION NETWORK	12/17/2020	\$50,276.79	R
112863 MEYER, GEORGINE S.	12/17/2020	\$27.50	R
112864 MHS	12/17/2020	\$242.55	R
112865 MID MINNESOTA STORAGE	12/17/2020	\$2,580.00	R
112866 MIDWEST BUS PARTS INC	12/17/2020	\$139.40	R
112867 MILLER, ALAN	12/17/2020	\$27.50	R
112868 MINVALCO INC	12/17/2020	\$315.36	R
112869 MLA	12/17/2020	\$789.00	R
112870 MN ADAPTED ATHLETICS ASSOC	12/17/2020	\$300.00	R
112871 MAAP TREASURER	12/17/2020	\$440.00	R
112872 MN DEPT OF LABOR & INDUSTRY	12/17/2020	\$300.00	R
112873 MN DEPT OF AGRICULTURE	12/17/2020	\$10.00	R
112874 MN SAFETY COUNCIL INC	12/17/2020	\$115.43	R
112875 MURPHY, LYNNE M	12/17/2020	\$180.00	R
112876 NARDINI FIRE EQUIPMENT CO INC	12/17/2020	\$1,135.20	R
112877 NORTH CENTRAL TRUCK EQUIPMENT	12/17/2020	\$0.00	C
112878 NORTH CENTRAL TRUCK EQUIPMENT	12/17/2020	\$3,461.25	R

112879	NORTHBOUND CREATIVE	12/17/2020	\$1,032.30	R
112880	NORTHEAST METRO INTERMEDIATE DISTRICT 916	12/17/2020	\$151,596.41	R
112881	NORTHWESTERN TIRE CO INC	12/17/2020	\$730.08	R
112882	NOTABLE INC	12/17/2020	\$99.00	R
112883	O'REILLY AUTOMOTIVE INC	12/17/2020	\$0.00	C
112884	O'REILLY AUTOMOTIVE INC	12/17/2020	\$34.07	R
112885	OFFICE DEPOT	12/17/2020	\$78.99	R
112886	OLIVER PACKAGING AND EQUIPMENT COMPANY	12/17/2020	\$3,581.12	R
112887	OPITZ, LAURIE A.	12/17/2020	\$1,724.60	R
112888	OXYGEN SERVICE CO INC	12/17/2020	\$12.60	R
112889	PARADA, LUIS A.	12/17/2020	\$27.50	R
112890	POSTMASTER	12/17/2020	\$3,500.00	R
112891	PREMIER BIOTECH	12/17/2020	\$182.44	R
112892	PRO-ED INC	12/17/2020	\$99.00	R
112893	PROFORMA	12/17/2020	\$2,257.82	R
112894	RAMSEY COUNTY	12/17/2020	\$37,125.48	R
112895	REPUBLIC SERVICES #899	12/17/2020	\$7,092.30	R
112896	ROE, ERIN	12/17/2020	\$87.50	R
112897	SAFETY STAR LLC	12/17/2020	\$570.00	R
112898	SAFETYFIRST PLAYGROUND SURFACING LLC	12/17/2020	\$19,650.00	R
112899	SAGE PUBLICATIONS INC	12/17/2020	\$440.37	R
112899	SAGE PUBLICATIONS INC	12/17/2020	(\$440.37)	V
112900	SCAN AIR FILTER INC	12/17/2020	\$197.09	R
112901	SCHMITT MUSIC COMPANY	12/17/2020	\$328.00	R
112902	SCHOLASTIC BOOK CLUB	12/17/2020	\$2,761.99	R
112903	SCHOOL NUTRITION ASSOC (SNA)	12/17/2020	\$3,222.50	R
112904	SOLE PURPOSE PROFESSIONAL FOOT CARE LLC	12/17/2020	\$420.00	R
112905	SOLIAANT	12/17/2020	\$1,228.50	R
112906	STAPLES ADVANTAGE	12/17/2020	\$0.00	C
112907	STAPLES ADVANTAGE	12/17/2020	\$1,859.25	R
112908	STATE SUPPLY CO	12/17/2020	\$151.84	R
112909	STATE CHEMICAL MANUF CO	12/17/2020	\$1,015.95	R
112910	STRATEGIC STAFFING SOLUTIONS	12/17/2020	\$3,281.00	R
112911	STRAUSS SKATES AND BICYCLES	12/17/2020	\$7,105.00	R
112912	SUMMIT FIRE PROTECTION	12/17/2020	\$660.00	R
112913	SUNDE LAND SURVEYING LLC	12/17/2020	\$14,020.00	R
112914	SYN-TECH SYSTEMS INC	12/17/2020	\$1,175.00	R
112915	TR ENVIRONMENTAL CONSULTING LLC	12/17/2020	\$3,108.00	R
112916	TRADE PRESS INC	12/17/2020	\$1,100.00	R
112917	TREASURED TRANSPORTATION LLC	12/17/2020	\$23,511.62	R
112918	TRI-STATE BOBCAT	12/17/2020	\$80.70	R
112919	TRIMARK	12/17/2020	\$0.00	C
112920	TRIMARK	12/17/2020	\$24,206.08	R
112921	TRIO SUPPLY COMPANY	12/17/2020	\$675.29	R
112922	TRUE NORTH CONSULTING GROUP	12/17/2020	\$6,617.00	R
112923	TUCKNER, AMBER M.	12/17/2020	\$27.50	R
112924	UHL COMPANY INC	12/17/2020	\$17,815.00	R

112925	ULTIMATE SLP	12/17/2020	\$139.92	R
112926	UNIVERSITY OF MINNESOTA	12/17/2020	\$44,080.00	R
112927	UNIVERSAL ATHLETIC LLC	12/17/2020	\$3,707.00	R
112928	US FOODS CULINARY EQUIP & SUPPLIES	12/17/2020	\$279.80	R
112929	VIKING ELECTRIC SUPPLY	12/17/2020	\$0.00	C
112930	VIKING ELECTRIC SUPPLY	12/17/2020	\$1,559.74	R
112931	WHITE BEAR LAWN & SNOW	12/17/2020	\$1,395.00	R
112932	WHITE BEAR LOCKSMITH INC	12/17/2020	\$37.50	R
112933	CITY OF WHITE BEAR LAKE	12/17/2020	\$5,157.19	R
112934	WELLABLE LLC	12/17/2020	\$500.00	R
112935	WEST MUSIC COMPANY	12/17/2020	\$271.06	R
112936	WHALEN, TIMOTHY M.	12/17/2020	\$30.40	R
112937	WINDSTREAM	12/17/2020	\$2,365.85	R
112938	WINSOR LEARNING INC	12/17/2020	\$1,534.50	R
112939	XCEL ENERGY	12/17/2020	\$0.00	C
112940	XCEL ENERGY	12/17/2020	\$140,054.48	R
112941	YOUR SIGN SOLUTIONS INC	12/17/2020	\$503.00	R
112942	FETZER, MICHELLE E.	12/17/2020	\$3,000.00	R
112943	SAGE PUBLICATIONS INC	12/17/2020	\$440.27	R
112944	IUOE LOCAL 70	12/17/2020	\$1,260.26	R
112945	SCHOOL SERVICE EMPLOYEES	12/17/2020	\$6,583.13	R
112946	GURSTEL CHARGO ATTORNEYS AT LAW	12/17/2020	\$298.04	R
112947	MESSERLI & KRAMER PA	12/17/2020	\$20.20	R
112948	CITY OF HUGO	12/29/2020	\$1,000.00	R
112949	CITY OF HUGO	12/29/2020	\$150.00	R
112950	MN DEPT OF LABOR & INDUSTRY	12/29/2020	\$32,819.35	R
9992281	AIG	12/15/2020	\$7,051.46	R
9992282	AMERICAN FUNDS	12/15/2020	\$84,550.25	R
9992283	AMERICAN UNITED LIFE	12/15/2020	\$87,931.86	R
9992284	AMERIPRISE FINANCIAL SERVICES	12/15/2020	\$14,284.16	R
9992285	ASPIRE FINANCIAL SERVICES	12/15/2020	\$1,888.80	R
9992286	AXA EQUITABLE	12/15/2020	\$26,430.11	R
9992287	EDUCATION MN ESI BILLING TRUST	12/15/2020	\$35,644.72	R
9992288	INTERNAL REVENUE SERVICE	12/15/2020	\$0.00	C
9992289	INTERNAL REVENUE SERVICE	12/15/2020	\$0.00	C
9992290	INTERNAL REVENUE SERVICE	12/15/2020	\$0.00	C
9992291	INTERNAL REVENUE SERVICE	12/15/2020	\$713,523.05	R
9992292	METROPOLITAN LIFE	12/15/2020	\$1,198.76	R
9992293	MN DEPT OF HUMAN SERVICES	12/15/2020	\$1,149.60	R
9992294	MN DEPT OF REVENUE	12/15/2020	\$115,222.39	R
9992295	MN STATE RETIREMENT	12/15/2020	\$6,969.78	R
9992296	PUBLIC EMP RETIREMENT ASSOC	12/15/2020	\$0.00	C
9992297	PUBLIC EMP RETIREMENT ASSOC	12/15/2020	\$114,214.33	R
9992298	TEACHERS RETIREMENT ASSOC	12/15/2020	\$382,348.35	R
9992299	VANGUARD SMALL BUSINESS SERVICES	12/15/2020	\$35,216.72	R
9992300	WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	12/15/2020	\$43,441.63	R
9992301	BMO	12/31/2020	\$0.00	C

9992302 BMO	12/31/2020	\$0.00	C
9992303 BMO	12/31/2020	\$0.00	C
9992304 BMO	12/31/2020	\$0.00	C
9992305 BMO	12/31/2020	\$0.00	C
9992306 BMO	12/31/2020	\$0.00	C
9992307 BMO	12/31/2020	\$0.00	C
9992308 BMO	12/31/2020	\$0.00	C
9992309 BMO	12/31/2020	\$0.00	C
9992310 BMO	12/31/2020	\$11,503.32	R
9992311 AIG	12/29/2020	\$7,177.96	R
9992312 AMERICAN FUNDS	12/29/2020	\$84,477.41	R
9992313 AMERICAN UNITED LIFE	12/29/2020	\$86,047.65	R
9992314 AMERIPRISE FINANCIAL SERVICES	12/29/2020	\$14,699.79	R
9992315 ASPIRE FINANCIAL SERVICES	12/29/2020	\$1,888.80	R
9992316 AXA EQUITABLE	12/29/2020	\$26,430.11	R
9992317 EDUCATION MN ESI BILLING TRUST	12/29/2020	\$35,881.22	R
9992318 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992319 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992320 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992321 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992322 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992323 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992324 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992325 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992326 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992327 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992328 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992329 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992330 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992331 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992332 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992333 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992334 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992335 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992336 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992337 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992338 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992339 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992340 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992341 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992342 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992343 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992344 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992345 INTERNAL REVENUE SERVICE	12/29/2020	\$0.00	C
9992346 INTERNAL REVENUE SERVICE	12/29/2020	\$722,454.86	R
9992347 METROPOLITAN LIFE	12/29/2020	\$1,198.76	R
9992348 MN DEPT OF HUMAN SERVICES	12/29/2020	\$1,149.60	R

9992349 MN DEPT OF REVENUE	12/29/2020	\$0.00	C
9992350 MN DEPT OF REVENUE	12/29/2020	\$0.00	C
9992351 MN DEPT OF REVENUE	12/29/2020	\$0.00	C
9992352 MN DEPT OF REVENUE	12/29/2020	\$0.00	C
9992353 MN DEPT OF REVENUE	12/29/2020	\$0.00	C
9992354 MN DEPT OF REVENUE	12/29/2020	\$118,031.39	R
9992355 MN STATE RETIREMENT	12/29/2020	\$6,969.78	R
9992356 PUBLIC EMP RETIREMENT ASSOC	12/29/2020	\$0.00	C
9992357 PUBLIC EMP RETIREMENT ASSOC	12/29/2020	\$0.00	C
9992358 PUBLIC EMP RETIREMENT ASSOC	12/29/2020	\$0.00	C
9992359 PUBLIC EMP RETIREMENT ASSOC	12/29/2020	\$121,308.89	R
9992360 TEACHERS RETIREMENT ASSOC	12/29/2020	\$380,696.22	R
9992361 VANGUARD SMALL BUSINESS SERVICES	12/29/2020	\$35,416.55	R
9992362 WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	12/29/2020	\$43,441.63	R
202100351 ANDERSON, JON C.	12/10/2020	\$36.25	A
202100352 ANDERSON, MARGARET A.	12/10/2020	\$101.80	A
202100353 BABIASH, JENNIFER M.	12/10/2020	\$345.95	A
202100354 BEACH, RODNEY W.	12/10/2020	\$309.67	A
202100355 BEGE, JEFFREY T.	12/10/2020	\$129.36	A
202100356 BREWER, ROBERT G.	12/10/2020	\$325.00	A
202100357 BURKE, ERIN M.	12/10/2020	\$21.28	A
202100358 BUTTERS-LEVAHN, REBECCA J.	12/10/2020	\$240.92	A
202100359 CARLINSCHAUER, KYLE L.	12/10/2020	\$65.00	A
202100360 COOK, TRACY A.	12/10/2020	\$130.00	A
202100361 COOPER, DEREK L.	12/10/2020	\$67.69	A
202100362 DARGAY, ANGELA D.	12/10/2020	\$36.99	A
202100363 DERBY, SARA A.	12/10/2020	\$143.79	A
202100364 DEUEL, LYN M.	12/10/2020	\$76.96	A
202100365 DOMSCHOT, KATHLEEN S.	12/10/2020	\$22.43	A
202100366 FELTON, LORI A.	12/10/2020	\$141.38	A
202100367 FERNANDEZ, KEVIN M.	12/10/2020	\$60.00	A
202100368 FUHRMAN, SARAH J.	12/10/2020	\$25.00	A
202100369 GRAY, DONALD E.	12/10/2020	\$19.00	A
202100370 GUENTHER, LAURA L.	12/10/2020	\$202.68	A
202100371 GUTHRIE, ASHLEY M.	12/10/2020	\$58.65	A
202100372 HARRIMAN, GRETCHEN E.	12/10/2020	\$20.00	A
202100373 HAUGEN, ANNETTE M.	12/10/2020	\$180.00	A
202100374 HIGGINS, SHEILA J.	12/10/2020	\$38.80	A
202100375 HOLMAN, KRISTIE S.	12/10/2020	\$48.75	A
202100376 KASUSKE, ALYSSA M.	12/10/2020	\$51.01	A
202100377 KROCAK, NANCY J.	12/10/2020	\$36.52	A
202100378 LARSON, BOBBIE J.	12/10/2020	\$25.00	A
202100379 LAVALLEY, NICOLE R.	12/10/2020	\$319.11	A
202100380 LILLIE, KRISTEN	12/10/2020	\$142.80	A
202100381 LOCKE, LYNNAE D.	12/10/2020	\$460.85	A
202100382 MAAS, ERIN K.	12/10/2020	\$69.95	A
202100383 MALONEY, JESSE E.	12/10/2020	\$113.43	A

202100384	MCGRATH, LEE G.	12/10/2020	\$70.00	A
202100385	MERSCH, NICOLE A.	12/10/2020	\$40.92	A
202100386	MILES, STACY L.	12/10/2020	\$17.25	A
202100387	MILLER, ERIK J.	12/10/2020	\$9.20	A
202100388	MISGEN, MARK A.	12/10/2020	\$107.91	A
202100389	MITCHELL, THOMAS	12/10/2020	\$25.00	A
202100390	MOORE, JENNIFER R.	12/10/2020	\$260.00	A
202100391	MOSSER, LORI J.	12/10/2020	\$195.00	A
202100392	MUNDELL, GERALD K.	12/10/2020	\$695.48	A
202100393	NACHTSHEIM, JOHN J.	12/10/2020	\$129.38	A
202100394	NADEAU, MARGARET M.	12/10/2020	\$325.00	A
202100395	NELSON, DOUGLAS M.	12/10/2020	\$6.05	A
202100396	NICHOLAS, SHANNON M.	12/10/2020	\$131.00	A
202100397	OUREN, LISA M.	12/10/2020	\$325.00	A
202100398	PETERSON, ASHLEY P.	12/10/2020	\$70.20	A
202100399	REBER, JODY A.	12/10/2020	\$114.99	A
202100400	REILAND, KAREN L.	12/10/2020	\$393.01	A
202100401	RODRIGUEZ, SANDRA A.	12/10/2020	\$22.51	A
202100402	ROESER, DANIEL W.	12/10/2020	\$143.03	A
202100403	SCHMIDT, HEATHER R.	12/10/2020	\$36.01	A
202100404	SCHULTE, DARRELL A.	12/10/2020	\$566.76	A
202100405	SICARD, HEIDI M.	12/10/2020	\$49.59	A
202100406	SIMMONS, CARRIE J.	12/10/2020	\$81.68	A
202100407	SITKA, LEAH M.	12/10/2020	\$120.00	A
202100408	SMITH, KATHLEEN M.	12/10/2020	\$82.80	A
202100409	STOFFEL, JAMES E.	12/10/2020	\$366.69	A
202100410	STREIFF OJI, CHRISTINA D.	12/10/2020	\$390.00	A
202100411	SULLIVAN, MAUREEN P.	12/10/2020	\$33.50	A
202100412	TESSMAN, JILEEN M.	12/10/2020	\$271.94	A
202100413	TOLONEN, CLAY S.	12/10/2020	\$184.57	A
202100414	ULFIG, COLLEEN M.	12/10/2020	\$16.10	A
202100415	VAIL, ANNE B.	12/10/2020	\$89.34	A
202100416	WEBSTER, CODY W.	12/10/2020	\$10.93	A
202100417	WITT, JOHN M.	12/10/2020	\$170.89	A
202100418	ZICKERMANN, JORDAN M.	12/10/2020	\$390.00	A
202100419	ACCIARI, NICOLE E.	12/17/2020	\$65.00	A
202100420	ANDERSON, MARGARET A.	12/17/2020	\$65.00	A
202100421	BATTAGLIA, JENNA K.	12/17/2020	\$37.98	A
202100422	CARLINSCHAUER, KYLE L.	12/17/2020	\$65.00	A
202100423	DONAHOE, TRACI L.	12/17/2020	\$237.82	A
202100424	DRANGE, ANGELA M.	12/17/2020	\$65.00	A
202100425	FICEK, DELANIE C.	12/17/2020	\$65.00	A
202100426	GALYON, AMY R.	12/17/2020	\$29.33	A
202100427	HOPKINS, JULIE C.	12/17/2020	\$70.00	A
202100428	INDLECOFFER, TRACI D.	12/17/2020	\$29.00	A
202100429	LANIGAN, CHERYL D.	12/17/2020	\$260.00	A
202100430	LEHN, BRIDGET N.	12/17/2020	\$211.45	A

202100431 LEMIEUX, TAMARA M.	12/17/2020	\$73.89	A
202100432 LI, MICHELLE	12/17/2020	\$27.99	A
202100433 MADER, SETH A.	12/17/2020	\$24.34	A
202100434 MOSENG, AMANDA R.	12/17/2020	\$65.00	A
202100435 MUNDELL, GERALD K.	12/17/2020	\$108.60	A
202100436 O'LEARY, CHAD RICK J.	12/17/2020	\$134.87	A
202100437 OSWALD, NICOLE M.	12/17/2020	\$123.60	A
202100438 PALME, RICHARD B.	12/17/2020	\$40.99	A
202100439 RIEBOW, MATTHEW R.	12/17/2020	\$117.78	A
202100440 RIEBOW, MITCHELL W.	12/17/2020	\$65.00	A
202100441 RODRIGUEZ, DARCY A.	12/17/2020	\$50.00	A
202100442 SMITH, TAMMY L.	12/17/2020	\$79.00	A
202100443 SVIR, SARA A.	12/17/2020	\$431.50	A
202100444 TUTTLE, JANE E.	12/17/2020	\$47.81	A
202100445 VETTE, MARISA A.	12/17/2020	\$195.00	A
202100446 WALD, TIMOTHY A.	12/17/2020	\$276.00	A
		\$7,309,915.12	

RESOLUTION FOR ACCEPTANCE OF GIFTS

WHEREAS, the School Board believes it necessary and appropriate to accept the gifts that are reflected upon the following pages; and

WHEREAS, these gifts are consistent with State laws, School Board policy, and administrative practices; and

WHEREAS, acceptance of these gifts are consistent with the mission and educational programs of the White Bear Lake Area Schools; and

THEREFORE BE IT RESOLVED, that the School Board authorizes the acceptance and use of the following gifts:

AGENDA ITEM: **Acceptance of Gifts**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

Donation	Donor	Recipient
\$1000.00	Mark & Leigh Anderson	Willow Lane Elementary
13 tie blankets	Lori Spangler	District Center
\$32.70	Anonymous - Thomson Reuters	District Center
\$32.70	Anonymous - Thomson Reuters	District Center
\$32.70	Anonymous - Thomson Reuters	District Center
\$100	Matt Woodruff	District Center
\$25.00	Susan Setter	District Center
\$10.00	Target c/o/ CyberGrants, LLC	Hugo Elementary
\$3,000.00	White Bear Lake Lions Club	South Campus
\$49.05	Anonymous - Thomson Reuters	District Center
\$49.05	Anonymous - Thomson Reuters	District Center
\$100.00	Premier Bank Maplewood	District Center
\$3,000.00	Greater White Bear Lake Community Foundation	District Center
\$49.05	Anonymous - Thomson Reuters	District Center
\$49.05	Anonymous - Thomson Reuters	District Center
\$50.00	Janet Bowser	Senior Program
\$75.00	Larry & Bev Carlson	Senior Program
\$70.00	Shirley J. Lockbeam	Senior Program
\$100.00	Joseph & Eva Tyree	Senior Program
\$100.00	Thomas Adamich	Senior Program

\$100.00	Glen & Joanne Alstad	Senior Program
\$25.00	Courtney Bengston	Senior Program
\$67.00	Albert & Lenora DeBrunn	Senior Program
\$25.00	Brook Grubs	Senior Program
\$25.00	Donna Hagemeyer	Senior Program
\$10.00	Jennifer Lynn Harwell	Senior Program
\$35.00	Michael & Debra Holland	Senior Program
\$25.00	Amanda Jamison	Senior Program
\$70.00	Donna M. Joy	Senior Program
\$28.00	Ida Klinkenborg	Senior Program
\$10.00	Sandra Kuchenmeister	Senior Program
\$10.00	Shirley Lefevre	Senior Program
\$25.00	Gloria Reichstadt	Senior Program
\$50.00	Jane Schroeder	Senior Program
\$50.00	Michelle Setterholm	Senior Program
\$50.00	Christine Spears	Senior Program
\$50.00	Sonya Steiner	Senior Program
\$50.00	Jacquelyn Stemplach	Senior Program
\$50.00	Justin Stofferahn	Senior Program
\$300.00	Linda & John Van Arsdale	Senior Program
\$100.00	Thomas Adamich	Senior Program
\$100.00	Dennis & Judith Brewer	Senior Program
\$50.00	Larry & Bev Carlson	Senior Program
\$500.00	Bruce & Carolyn Clark	Senior Program
\$30.00	Donna M. Claude	Senior Program
\$100.00	Carol A. Halvorson	Senior Program
\$10.00	Celia Schmidt	Senior Program
\$25.00	Charles Smith	Senior Program
\$50.00	Janet Bowser	Senior Program
\$25.00	Carol & Douglas Reed	Senior Program
\$20.00	Roger & Theresa Bacon	Senior Program
\$100.00	Kathleen & Fred Eberwine	Senior Program
\$25.00	Carol & Lynn Farley	Senior Program

\$100.00	Kathleen & Brandan Just-Bannigan	Senior Program
\$100.00	Shirley J. Lockbeam	Senior Program
\$200.00	Kevin & Ann Martin/Stoltman Farms	Senior Program
\$100.00	LLP, Valley Industries	Senior Program
\$12.00	Bruce Phelps	Senior Program
\$100.00	Reyne M. Rofuth	Senior Program
\$100.00	Thomas Adamich	Senior Program
\$2.00	Janet Bowser	Senior Program
\$500.00	City of Vadnais Heights	Senior Program
\$20.00	Shannon Michelle Clayton	Senior Program
\$25.00	Sarah Custar	Senior Program
\$100.00	Kelly Farmer	Senior Program
\$20.00	Beth Hill	Senior Program
\$40.00	Delores & Philip Hobrough	Senior Program
\$125.00	Sharon Johnson	Senior Program
\$200.00	Donna M. Joy	Senior Program
\$17.50	Ida Klinkenbor	Senior Program
\$250.00	Lake Area Bank	Senior Program
\$20.00	Earline Lemon	Senior Program
\$100.00	Shirley J Lockbeam	Senior Program
\$20.00	Connie C. Magnuson	Senior Program
\$15.30	Ronald Merrill	Senior Program
\$10.00	Charles Morin	Senior Program
\$25.00	Paul Moss	Senior Program
\$10.00	Betty Overton	Senior Program
\$1.80	Richard H. Pechman	Senior Program
\$50.00	Vicki Schoeller	Senior Program
\$50.00	Jane Schroeber	Senior Program
\$20.00	Leo Schuch	Senior Program
\$50.00	Kelsie Senarighi	Senior Program
\$28.80	Dale G. Sevre	Senior Program
\$50.00	Tracy Shimek	Senior Program
\$20.00	Frank Tischler	Senior Program

\$100.00	Marisa Vette	Senior Program
\$50.00	Christine Wainio	Senior Program
\$20.00	Claudette Zietlow	Senior Program

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

MICHELLE BEHNKE - Extended Day, Vadnais Heights Elementary

Employed by District 624 since 09/24/2019

Effective Date: 12/04/2020

CHERYL ETERNO - Building Assistant, Willow Lane Elementary

Employed by District 624 since 05/18/2010

Effective Date: 12/14/2020

JAMIE GRIEFENHAGEN - Clerical, Oneka Elementary

Employed by District 624 since 09/21/2015

Effective Date: 12/07/2020

MEGAN JOHNSON - Paraeducator, WBLAHS - South

Employed by District 624 since 11/04/2020

Effective Date: 12/03/2020

JANE STONEHOUSE - Paraeducator, Matoska Elementary

Employed by District 624 since 11/04/2020

Effective Date: 12/03/2020

DANNY VOLBRECHT - Grounds Supervisor, Bus Garage

Employed by District 624 since 07/06/2020

Effective Date: 12/18/2020

RETIREMENT - CERTIFIED STAFF

ROBIN ROUSH - .7 FTE Occupational Therapist, Lakeaires Elementary

Employed by District 624 since 03/09/1998

Effective Date: 09/24/2020

CHANGE IN ASSIGNMENT - CLASSIFIED STAFF
--

JENNIFER DECKER - Clerical, Willow Lane Elementary

To Production Assistant

\$20.04 per hr., \$15,500.94

Effective Date: 12/14/2020

SAKAVIYE ABDISALAN- Paradeducator, Matoska Elementary
To Instructional Assistant
\$19.7 per hr., \$10,774.55
Effective Date: 12/22/2020

TEMPORARY CHANGE IN ASSIGNMENT – CLASSIFIED STAFF

PATRICIA FERRELL- From Paraprofessional, WBLAHS South Campus
To Distance Learning Support Coach
\$20.50 per hr., \$17,329
Effective Date: 12/07/2020

AARON TURNER- From Paraprofessional, WBLAHS South Campus
To Distance Learning Support Coach
\$20.50 per hr., \$17,329
Effective Date: 12/07/2020

CHENTE XIONG- From Cultural Liaison, Normandy Park Education Center
To Distance Learning Support Coach
\$20.50 per hr., \$17,329
Effective Date: 12/07/2020

TEMPORARY CHANGE IN ASSIGNMENT – CERTIFIED STAFF

JULIE DORNER – Speech Language Pathologist, North Campus, Oneka, Lincoln and Hugo
.6 FTE To 1.0 FTE
Effective Date: 12/07/2020 through 06/14/2020

FULL TIME LEAVE OF ABSENCE – CLASSIFIED STAFF

SARAH NEWKIRK– Paraeducator, WBLAHS - North Campus
Employed by District 624 since 09/04/2018
Effective Date: 12/09/2020 through 03/10/2021

CARLY LIBBY – Paraeducator, Transition Education Center
Employed by District 624 since 09/04/2018
Effective Date: 10/26/2020 through 01/01/2021

FULL TIME LEAVE OF ABSENCE – CERTIFIED STAFF

JANA BUESING – Intervention Teacher, Otter Lake Elementary
1.0 FTE, Employed by District 624 since 08/22/2016
Effective Date: 08/31/2020 through 06/14/2021

THREE YEAR EXTENDED LEAVE REQUEST - CERTIFIED STAFF
--

KIRK JOHNSON- Science Teacher, WBLAHS - North Campus

Employed by District 624 since 08/27/1992

Effective Date: 2020-2021 School Year through 2022-2023 School Year

NEW PERSONNEL – CLASSIFIED STAFF

ZER CHANG – Paraeducator, Sunrise Park Middle School

\$19.53 per hr., 32.5 hrs. per wk., \$13,075.33

Effective Date: 01/11/2021

SARAH KUSTERMAN – Extended Day Paraeducator, Otter Lake Elementary

\$19.07 per hr., 12.5 hrs. per wk., \$26,402.41

Effective Date: 12/07/2020

JACQUES LEROUGE – Communication Specialist, District Center

20 hrs. per wk., \$27,000

Effective Date: 01/04/2021

JEFFERY LUSTIG – Custodian PM, Lincoln Elementary

\$22.57 per hr., 40 hrs. per wk., \$ 23,111.67

Effective Date: 01/04/2021

DAVID NEUBAUER – Instructional Assistant, Oneka Elementary

\$19.07 per hr., 13 hrs. per wk., \$26,402.41

Effective Date: 11/30/2020

SARAH TYLER – Paraeducator, Birch Lake Elementary

\$19.53 per hr. 32.5 hrs. per wk., \$13,710.06

Effective Date: 01/04/2021

LONG TERM SUBSTITUTE– CERTIFIED STAFF
--

MICHELLE HENDRICKSON – 1.0 FTE Special Education Teacher, Oneka Elementary

MA, Step 6, \$7,521.13

Effective Date: 12/22/2020 – 02/05/2021

AGENDA ITEM: **Reorganization of the School Board**
MEETING DATE: **January 11, 2021**
SUGGESTED DISPOSITION: **Procedural Item**
CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Superintendent**

BACKGROUND:

Don Mullin will facilitate the selection of Board Chair. The elected Board chair will then facilitate the selection of Vice-Chair, Clerk, and Treasurer for 2021.

The new officers must be nominated and elected:

- a. **Chair** Nominations are now in order for the office of chair.
Board member _____ nominate _____
Roll Call Vote: _____
- b. **Vice-Chair** Nominations are now in order for the office of vice-chair.
Board member _____ nominate _____
Roll Call Vote: _____
- c. **Clerk** Nominations are now in order for the office of clerk.
Board member _____ nominate _____
Roll Call Vote: _____
- d. **Treasurer** Nominations are now in order for the office of treasurer.
Board member _____ nominate _____
Roll Call Vote: _____

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

AGENDA ITEM: **Overview of Welcome to White Bear Week and
Update on Registration Information for 2021-22**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Information Item**

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

BACKGROUND:

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

WELCOME TO
**WHITE
BEAR**
JANUARY 2021

Get to know us!

While all are welcome to visit our schools at any time, there will be special opportunities in January for families to learn more about our schools!

www.isd624.org/Welcome

High School



High School

Virtual Parent Information Nights:

- Jan. 6, 2021 - Virtual North Campus Parent Registration Night for incoming grades 9 & 10
 - See the complete schedule and information [here](#).
- Jan. 7, 2021 - Virtual South Campus Parent Registration Night for incoming grades 11 & 12
 - See the complete schedule and information [here](#).

Find additional information about our High School offerings [here](#).



White Bear Lake Area Schools



2021 - 2022
REGISTRATION GUIDE
GRADES 9 THROUGH 12



Middle School



Middle School

Virtual Parent Registration Info Nights:

- Jan. 12, 2021 - 6 p.m. Virtual Parent Registration Info Night for Central Middle School
- Jan. 14, 2021 - 6 p.m. Virtual Parent Registration Info Night for Sunrise Park Middle School

Registration information will be available on the school websites in early January.

Find additional information about our Middle School offerings [here](#).

Elementary



Elementary

Welcome to White Bear Week: Jan. 11-15, 2021

Kindergarten Information Sessions

Our elementary principals and kindergarten teams will host virtual tours during the windows of times listed below. Each virtual tour will last approximately 30 minutes.

Online links to reserve spots on virtual tours are available at isd624.org/kindergarten.

- 10-11:30 a.m. rolling-schedule virtual tours Jan. 12 and Jan. 14 for all elementary schools
- 6-7:30 p.m. rolling-schedule virtual tours on the following days:
 - Jan. 11 for Matoska International
 - Jan. 12 for Lakeaires and Lincoln
 - Jan. 13 for Vadnais Heights
 - Jan. 14 for Birch Lake, Hugo, Matoska, Otter Lake and Willow Lane

If the opportunities listed above do not work in your family's schedule, please contact any of our schools directly to set up an individual tour or ask any questions.

Kindergarten Gathering

Students will have a chance to meet the kindergarten teachers and tour their schools at in-person events planned at the district's elementary buildings later this spring.

Find additional information about our Kindergarten and Elementary offerings [here](#).

Elementary



Early Childhood



Early Childhood

Preschool Registration opens at 8:30 a.m. on Feb. 23, 2021.

Updated course information will be available online on Feb 1.

Find additional information about our Early Childhood program [here](#).



GO BEARS!



AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **January 11, 2021**
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: **FY 20 Annual Audit Report**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

Mr. Jim Eichten from the District's auditing firm of Malloy, Montague, Karnowski, Radosevich and Co., P.A. (MMKR), will be in attendance at the January 11, 2021 School Board meeting to present the fiscal year 2019-2020 audit report.

INDEPENDENT SCHOOL DISTRICT NO. 624 WHITE BEAR LAKE, MINNESOTA

**Audit Report
Year Ended June 30, 2020**





AUDITOR'S ROLE

- **Opinion on Financial Statements**
 - **District Audit**
- **Internal Controls and Compliance**
 - **Financial Statement Audits**
 - **Federal "Single Audit"**
 - **State Laws and Regulations**



AUDIT RESULTS

■ Opinion on Basic Financial Statements

- Unmodified Opinion
- Emphasis of Matter – Implementation of Governmental Accounting Standards Board (GASB) Statement No. 84 – Fiduciary Funds

■ Internal Control and Compliance Reports over Financial Reporting

- Limited Segregation of Duties over Payroll and Payroll Related items



AUDIT RESULTS

■ Single Audit of Federal Awards

- Completion was delayed due to updated audit guidance not available until late December, 2020.



AUDIT RESULTS

■ MN Legal Compliance Audit

- Other-Post Employment Benefits (OPEB) Trust investment return report not filed timely.
- Withholding payment verification not obtained for one contract we tested.
- Unclaimed property report not filed.
- Multiple quotes not obtained for one contract we tested.



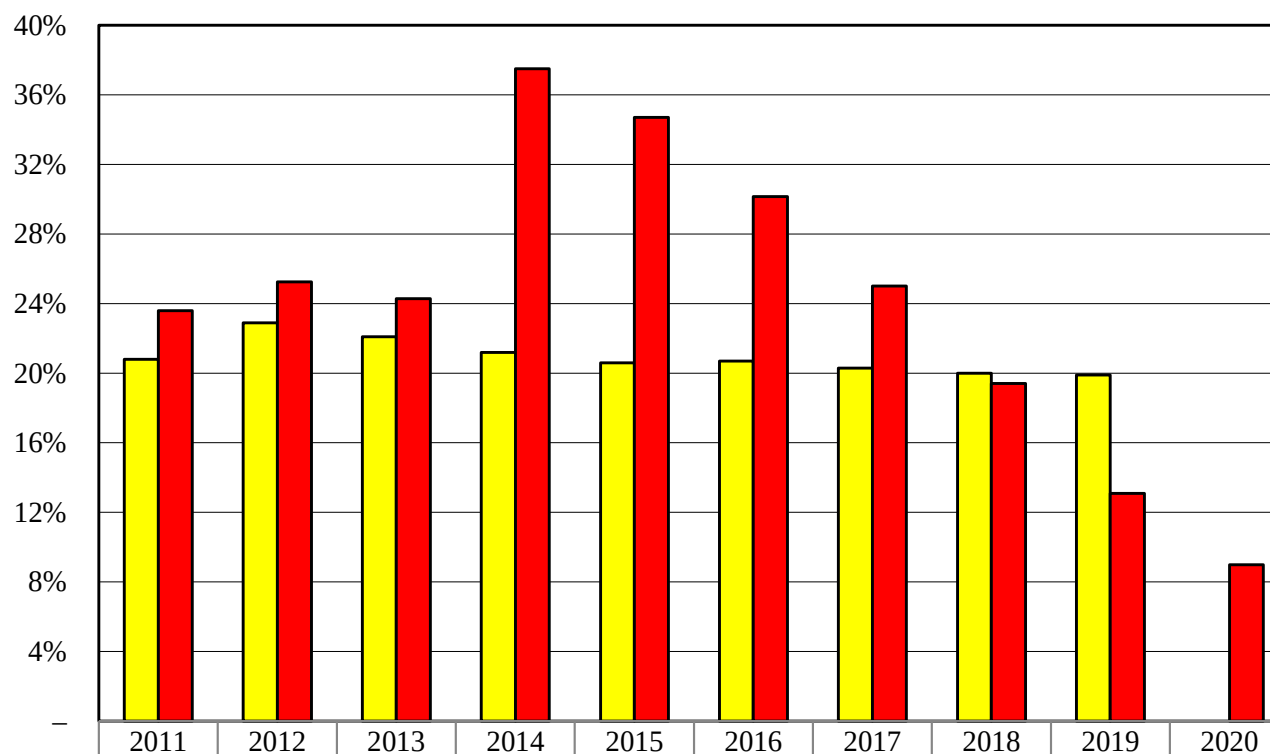
AUDIT RESULTS

- **Follow-up on Prior Year Findings and Recommendations**
 - **Effective internal controls over payroll processing not a finding in the current year.**



STATE-WIDE FUND BALANCE

State-Wide Unrestricted Operating Fund Balance
as a Percentage of Operating Expenditures



■ State-Wide	20.8%	22.9%	22.1%	21.2%	20.6%	20.7%	20.3%	20.0%	19.9%	—
■ ISD No. 624 – White Bear Lake	23.6%	25.3%	24.3%	37.5%	34.7%	30.2%	25.0%	19.4%	13.1%	9.0%



REVENUE PER ADM SERVED

Governmental Funds Revenue per Student (ADM) Served

	State-Wide		Metro Area		ISD No. 624 – White Bear Lake		
	2018	2019	2018	2019	2018	2019	2020
General Fund							
Property taxes	\$ 2,024	\$ 2,140	\$ 2,638	\$ 2,796	\$ 2,757	\$ 2,947	\$ 3,008
Other local sources	520	556	433	454	445	463	389
State	9,614	9,883	9,625	9,885	8,879	9,255	9,464
Federal	450	475	474	499	310	386	376
Total General Fund	12,608	13,054	13,170	13,634	12,391	13,051	13,237
Special revenue funds							
Food Service	559	559	554	556	525	526	455
Community Service	642	676	752	797	700	747	730
Debt Service Fund	1,128	1,229	1,120	1,287	521	514	588
Total revenue	<u>\$ 14,937</u>	<u>\$ 15,518</u>	<u>\$ 15,596</u>	<u>\$ 16,274</u>	<u>\$ 14,137</u>	<u>\$ 14,838</u>	<u>\$ 15,010</u>
ADM served per MDE School District Profiles Report (current year estimated)					<u>8,683</u>	<u>8,759</u>	<u>8,758</u>

Note: Excludes the Capital Projects – Building Construction and Post-Employment Benefits Debt Service Funds.

Source of state-wide and metro area data: School District Profiles Report published by the MDE



EXPENDITURES PER ADM SERVED

Governmental Funds Expenditures per Student (ADM) Served

	State-Wide		Metro Area		ISD No. 624 – White Bear Lake		
	2018	2019	2018	2019	2018	2019	2020
General Fund							
Administration and district support	\$ 1,031	\$ 1,065	\$ 1,045	\$ 1,078	\$ 775	\$ 828	\$ 822
Elementary and secondary regular instruction	5,646	5,787	5,976	6,112	5,852	5,870	6,003
Vocational education instruction	170	180	154	165	169	203	179
Special education instruction	2,298	2,380	2,418	2,505	2,594	2,717	2,771
Instructional support services	658	669	748	751	789	787	717
Pupil support services	1,118	1,178	1,209	1,282	1,419	1,459	1,459
Sites, buildings, and other	936	960	896	907	1,050	1,131	951
Total General Fund – noncapital	11,857	12,219	12,446	12,800	12,648	12,995	12,902
General Fund capital expenditures	658	721	636	675	339	374	360
Total General Fund	12,515	12,940	13,082	13,475	12,987	13,369	13,262
Special revenue funds							
Food Service	553	561	545	556	504	520	474
Community Service	640	675	750	799	708	788	789
Debt Service Fund	1,308	1,313	1,230	1,308	600	546	714
Total expenditures	<u>\$ 15,016</u>	<u>\$ 15,489</u>	<u>\$ 15,607</u>	<u>\$ 16,138</u>	<u>\$ 14,799</u>	<u>\$ 15,223</u>	<u>\$ 15,239</u>
ADM served per MDE School District Profiles Report (current year estimated)					<u>8,683</u>	<u>8,759</u>	<u>8,758</u>

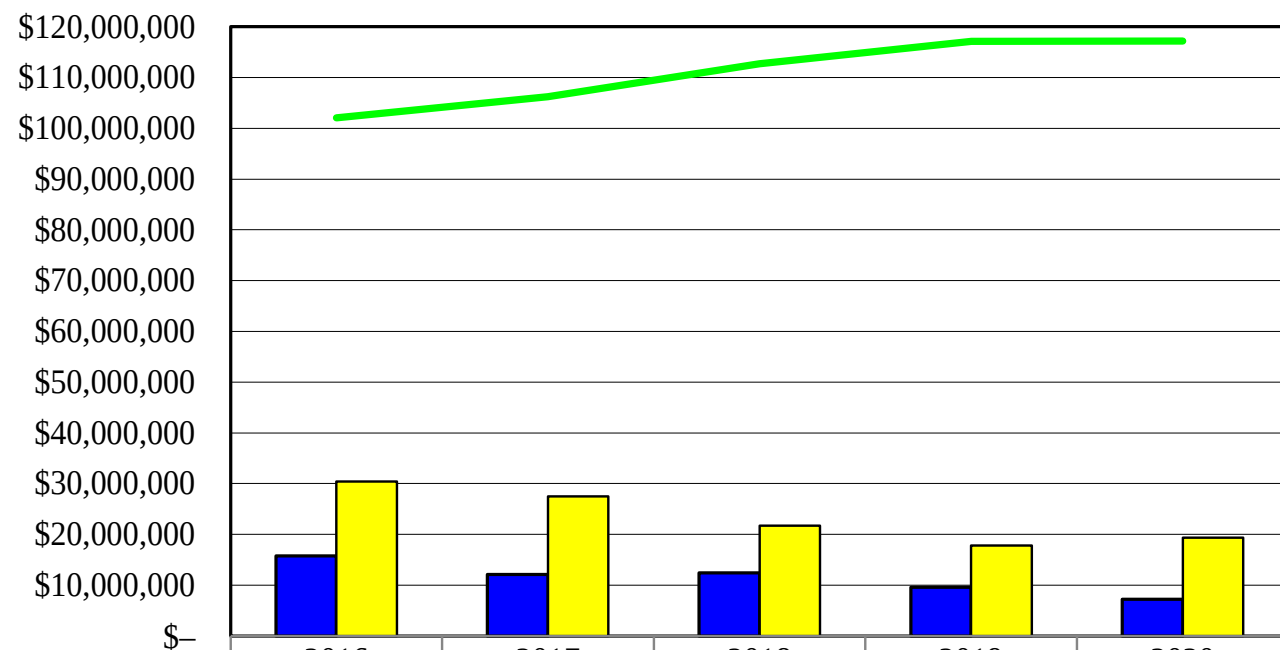
Note: Excludes the Capital Projects – Building Construction and Post-Employment Benefits Debt Service Funds.

Source of state-wide and metro area data: School District Profiles Report published by the MDE



GENERAL FUND FINANCIAL POSITION

General Fund Financial Position
Year Ended June 30,



■ Unassigned Fund Bal.	\$15,779,571	\$12,166,697	\$12,445,515	\$9,602,192	\$7,228,288
■ Cash and Invest. (Net of Borrowing)	\$30,436,088	\$27,491,287	\$21,727,141	\$17,833,768	\$19,413,268
— Expenditures	\$102,030,583	\$106,169,316	\$112,757,886	\$117,101,584	\$117,225,500



GENERAL FUND FINANCIAL POSITION

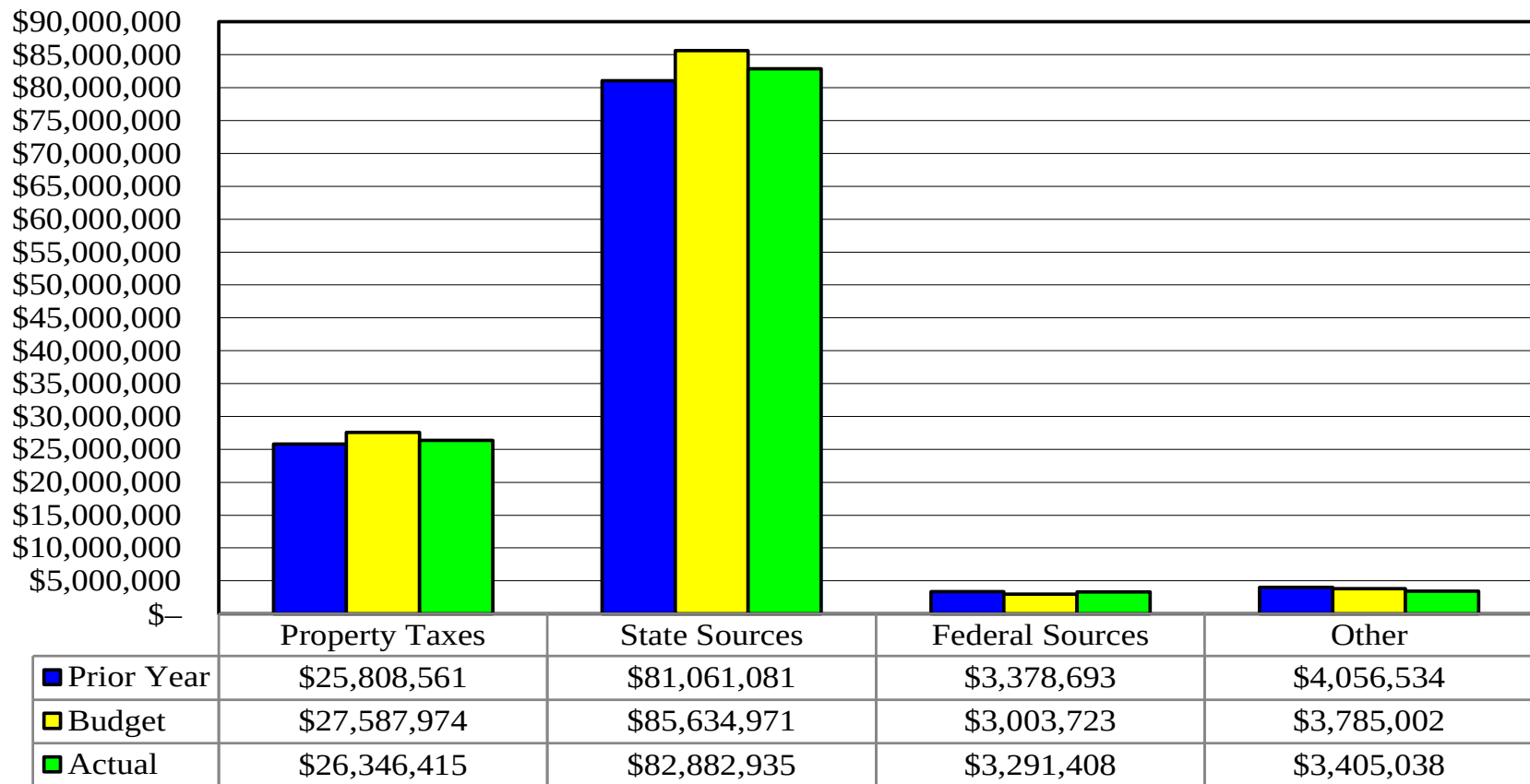
	Year Ended June 30,				
	2016	2017	2018	2019	2020
Nonspendable fund balances	\$ 97,470	\$ 315,203	\$ 515,138	\$ 407,677	\$ 14,573
Restricted fund balances (1)	1,133,918	2,098,896	1,341,737	3,723,893	6,540,545
Unrestricted fund balances					
Assigned	10,494,185	10,458,808	5,572,835	3,344,748	2,000,000
Unassigned	15,779,571	12,166,697	12,445,515	9,602,192	7,228,288
Total fund balance	<u>\$ 27,505,144</u>	<u>\$ 25,039,604</u>	<u>\$ 19,875,225</u>	<u>\$ 17,078,510</u>	<u>\$ 15,783,406</u>
Unassigned fund balances as a percentage of expenditures	<u>15.5%</u>	<u>11.5%</u>	<u>11.0%</u>	<u>8.3%</u>	<u>6.2%</u>

(1) Includes deficits in restricted fund balance accounts allowed to accumulate deficits under UFARS, which are part of unassigned fund balance on the accounting principles generally accepted in the United States of America-based financial statements.



GENERAL FUND REVENUE

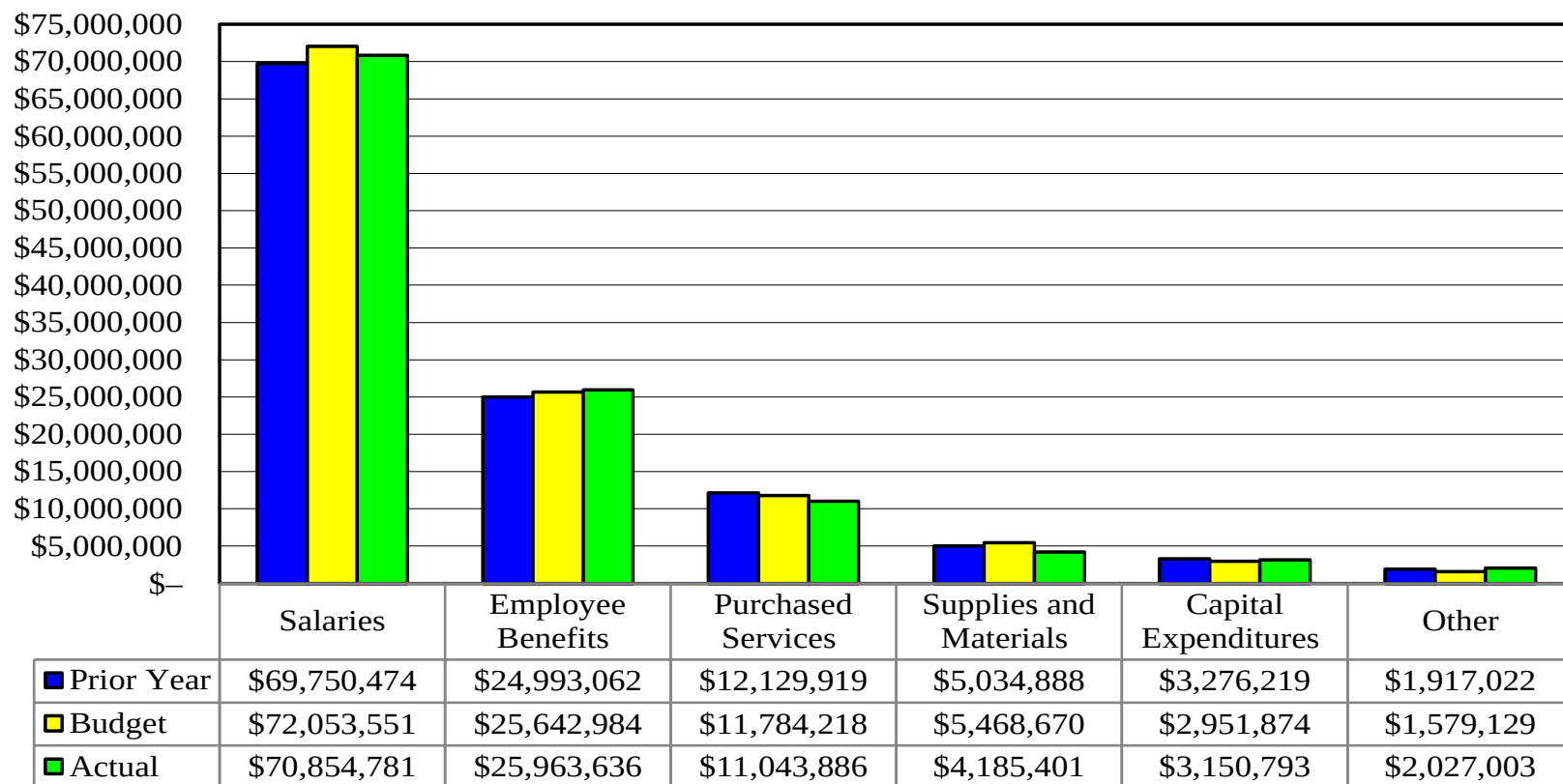
General Fund Revenue





GENERAL FUND EXPENDITURES

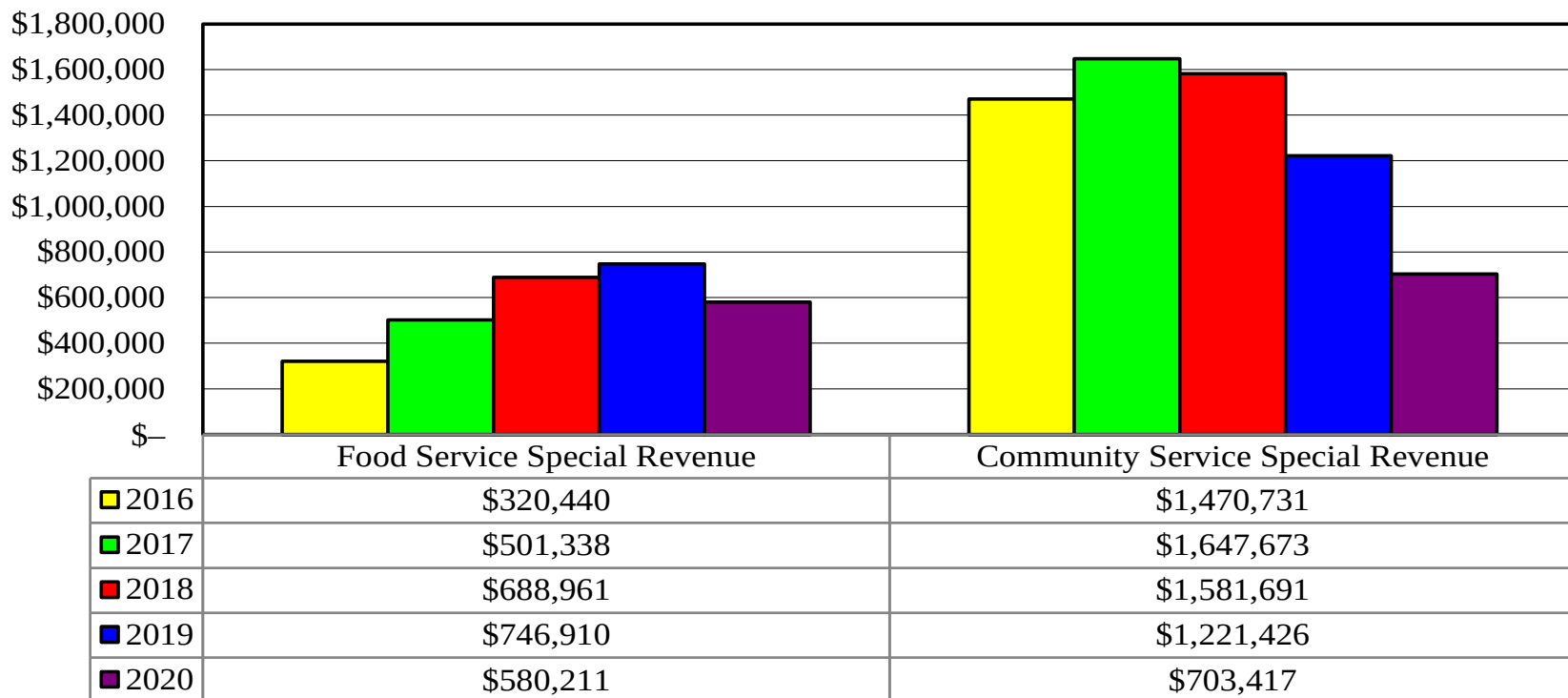
General Fund Expenditures





OTHER GOVERNMENTAL FUNDS

Other Operating Funds
Total Fund Balances
Last Five Fiscal Years





SELF-INSURED HEALTH BENEFITS FUND

	2016	2017	2018	2019	2020
Operating revenue					
Contributions from governmental funds	\$ 12,746,805	\$ 13,469,529	\$ 14,513,994	\$ 15,153,666	\$ 15,247,335
Operating expenses					
Self-insured benefits	11,865,965	14,906,042	13,789,790	13,849,119	13,561,064
Operating income (loss)	880,840	(1,436,513)	724,204	1,304,547	1,686,271
Nonoperating revenue					
Investment earnings	1,912	5,681	7,300	46,732	42,814
Change in net position	882,752	(1,430,832)	731,504	1,351,279	1,729,085
Net position					
Beginning of year	(358,189)	524,563	(906,269)	(174,765)	1,176,514
End of year	<u>\$ 524,563</u>	<u>\$ (906,269)</u>	<u>\$ (174,765)</u>	<u>\$ 1,176,514</u>	<u>\$ 2,905,599</u>



OTHER FUNDS

- **Self-Insured Dental Benefits Internal Service Fund**
- **OPEB Trust Fiduciary Fund**
- **Severance Obligations Internal Service Fund**



Summary

- **Unmodified Opinion on District's Financial Statements**
- **Certificate of Achievement for Excellence in Financial Reporting**
- **Five Findings Reported**
- **Declining General Fund Balance**

AGENDA ITEM: **Policy 401, Equal Employment Opportunity**

MEETING DATE: **January, 11, 2021**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 401, Equal Employment Opportunity, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes to this policy are in section II.

The purpose of this policy is to provide equal opportunity for all applicants for school district employment and school district employees.

RECOMMENDED ACTION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the February 8, 2021 School Board meeting agenda or a subsequent meeting for action.

401 EQUAL EMPLOYMENT OPPORTUNITY

I. PURPOSE

The purpose of this policy is to provide equal employment opportunity for all applicants for school district employment and school district employees.

II. GENERAL STATEMENT OF POLICY

- A. It is the school district's policy to provide equal employment opportunity for all applicants and employees. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, disability, sexual orientation, including gender identity or expression, age, family care leave status, or veteran status. The school district also makes reasonable accommodations for disabled employees.
- B. The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute impermissible harassment and the school district's internal procedures for addressing complaints of harassment, please refer to the school district's policy on harassment and violence.
- C. This policy applies to all areas of employment including hiring, discharge, promotion, compensation, facilities or privileges of employment.
- D. ~~It is the responsibility of E~~ Every school district employee shall be responsible for ~~to~~ following this policy.
- E. Any person having any questions regarding this policy should discuss them ~~it~~ with the Director of Human Resources.

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
29 U.S.C. 621 *et. seq.* (Age Discrimination in Employment Act)
29 U.S.C. 2615 (Family and Medical Leave Act)
38 U.S.C. 4211 *et. seq.* (Employment and Training of Veterans)
38 U.S.C. 4301 *et seq.* (Employment and Reemployment Rights of Members of the Uniformed Services)
42 U.S.C. 2000e *et seq.* (Title VII of the Civil Rights Act)
42 U.S.C. 12101 *et seq.* (Equal Opportunity for Individuals with Disabilities)

Cross Reference: WBLASB Policy 402 (Disability Nondiscrimination)

WBLASB Policy 405 (Veteran's Preference)
WBLASB Policy 413 (Harassment and Violence)

AGENDA ITEM: **Policy 407, Employee Right to Know -
Exposure to Hazardous Substances**

MEETING DATE: **January, 11, 2021**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 407, Employee Right to Know - Exposure to Hazardous Substances, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes to this policy are in sections II, III and IV.

The purpose of this policy is to provide school district employees a place of employment and conditions of employment free from recognized hazards that are likely to cause death or serious injury or harm.

RECOMMENDED ACTION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the February 8, 2021 School Board meeting agenda or a subsequent meeting for action.

407 EMPLOYEE RIGHT TO KNOW — EXPOSURE TO HAZARDOUS SUBSTANCES

I. PURPOSE

The purpose of this policy is to provide school district employees a place of employment and conditions of employment free from recognized hazards that are likely to cause death or serious injury or harm. (Minn. Stat. § 182.63, Subd. 2).

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to provide information and training to employees who may be “routinely exposed” to a hazardous substance, harmful physical agent, infectious agent, or blood-borne pathogen.

III. DEFINITIONS

- A. “Blood-borne pathogens” means pathogenic microorganisms that ~~are~~ **is** present in human blood and can cause disease in humans. ~~These pathogens~~ **This definition** includes, but ~~are~~ **is** not limited to, hepatitis B virus (HBV) and human immunodeficiency virus (HIV).
- B. "Commissioner" means the Commissioner of Labor and Industry.
- C. "Harmful physical agent" means a physical agent determined by the Commissioner as a part of the standard for that agent to present a significant risk to worker health or safety or imminent danger of death or serious physical harm to an employee. This definition includes but is not limited to radiation, whether ionizing or nonionizing.
- D. "Hazardous substance" means a chemical or substance, or mixture of chemicals and substances, which:
 - 1. Is regulated by the Federal Occupational Safety and Health Administration under the Code of Federal Regulations; or
 - 2. Is either toxic or highly toxic; an irritant; corrosive; a strong oxidizer; a strong sensitizer; combustible; either flammable or extremely flammable; dangerously reactive; pyrophoric; pressure-generating; compressed gas; carcinogenic; teratogenic; mutagenic; a reproductive toxic agent; or that otherwise, according to generally accepted documented medical or

scientific evidence, may cause substantial acute or chronic personal injury or illness during or as a direct result of any customary or reasonably foreseeable accidental or intentional exposure to the chemical or substance; or

3. Is determined by the Commissioner as a part of the standard for the chemical or substance or mixture of chemicals and substances to present a significant risk to worker health and safety or imminent danger of death or serious physical harm to an employee as a result of foreseeable use, handling, accidental spill, exposure, or contamination.

E. "Infectious agent" means a communicable bacterium, rickettsia, parasite, virus, or fungus determined by the Commissioner by rule, with approval of the Commissioner of Health, which according to documented medical or scientific evidence causes substantial acute or chronic illness or permanent disability as a foreseeable and direct result of any routine exposure to the infectious agent. Infectious agent does not include an agent in or on the body of a patient before diagnosis.

F. "Routinely exposed" means that there is a reasonable potential for exposure during the normal course of assigned work or when an employee is assigned to work in an area where a hazardous substance has been spilled.

IV. TARGET JOB CATEGORIES

Annual training will be provided to all full-time and part-time employees who are "routinely exposed" to a hazardous substance, harmful physical agent, infectious substance agent, or blood-borne pathogen as set forth above.

V. TRAINING SCHEDULE

Training will be provided to employees before beginning a job assignment as follows:

- A. Any newly hired employee assigned to a work area where he or she is determined to be routinely exposed under the guidelines above.
- B. Any employee reassigned to a work area where he or she is determined to be routinely exposed under the above guidelines.

Legal References: Minn. Stat. Ch. 182 (Occupational Safety and Health)
Minn. Rule Ch. 5205 (Safety and Health Standards)
Minn. Rule Ch. 5206 (Employee Right to Know Standards)
29 C.F.R. § 1910.1050, App. B (Substance Technical Guidelines)

Cross References: WBLASD Policy 420 (Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and Infectious Conditions)
WBLASD Policy 807 (Health and Safety Policy)

AGENDA ITEM: **Policy 409, Employee Publications, Instructional Materials, Inventions and Creations**

MEETING DATE: **January, 11, 2021**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 409, Employee Publications, Instructional Materials, Inventions and Creations, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. There are no changes recommended for this policy.

The purpose of this policy is to identify and reserve the proprietary rights of the school district to certain publications, instructional materials, inventions, and creations which employees may develop or create, or assist in developing or creating, while employed by the school district.

RECOMMENDED ACTION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the February 8, 2021 School Board meeting agenda or a subsequent meeting for action.

Adopted: April 29, 1996
Revised: June 11, 2001
Revised: March 8, 2010

White Bear Lake Area
School District #624 Policy 409

409 EMPLOYEE PUBLICATIONS, INSTRUCTIONAL MATERIALS, INVENTIONS AND CREATIONS

I. PURPOSE

The purpose of this policy is to identify and reserve the proprietary rights of the school district to certain publications, instructional materials, inventions, and creations which employees may develop or create, or assist in developing or creating, while employed by the school district.

II. GENERAL STATEMENT OF POLICY

Unless the employee develops, creates or assists in developing or creating a publication, instructional material, invention or creation entirely on the employee's own time and without the use of any school district facilities or equipment, the employee shall immediately disclose and, on demand of the school district, assign any rights to publications, instructional materials, computer programs, materials posted on websites, inventions or creations which the employee develops or creates or assists in developing or creating during the term of employee's employment and for ten (10) years thereafter. In addition, employees shall sign such documents and perform such other acts as may be necessary to secure the rights of the school district relating to such publications, instructional materials, computer programs, materials posted on websites, inventions and/or creations, including domestic and foreign patents and copyrights.

III. NOTICE OF POLICY

The school district shall give employees notice of this policy by such means as are reasonably likely to inform them of this policy.

Legal References: Minn. Stat. § 181.78 (Agreements; Terms Relating to Inventions)
17 U.S.C. §101 et seq. (Copyrights)

Cross References:

AGENDA ITEM: **Policy 497, Nepotism**

MEETING DATE: **January, 11, 2021**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 497, Nepotism, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes to this policy are in section IV and a Cross Reference was added.

The purpose of this policy is to establish consistent employment guidelines and to prevent situations where an individual may have or be perceived to have unfair influence over the career development, work assignments or work direction, performance reviews, or compensation of a family member who is also employed by White Bear Lake Area Schools.

RECOMMENDED ACTION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the February 8, 2021 School Board meeting agenda or a subsequent meeting for action.

497 NEPOTISM

I. PURPOSE

The purpose of this policy is to establish consistent employment guidelines and to prevent situations where an individual may have or be perceived to have unfair influence over the career development, work assignments or work direction, performance reviews, or compensation of a family member who is also employed by White Bear Lake Area Schools.

II. GENERAL STATEMENT OF POLICY

- A. The District may employ family members of current employees. To be hired, transferred or promoted, close family members may *not*:
 - 1. Be assigned to positions where one can directly impact the employment conditions or career of the other. This includes decisions involving hiring, termination, compensation, performance evaluation, discipline, promotional opportunities and work assignments; or
 - 2. Be assigned to positions where one reports to, directs the work of, or otherwise has direct supervision of another close family member.
- B. This policy shall apply to appointment of temporary and summer help, as well as contract employees (except as indicated in Article V).
- C. This policy shall be interpreted and applied consistently with mandates of federal and state equal employment opportunity and discrimination laws.

III. DEFINITIONS

- A. “Close Family Member.” A close family member is a: parent or guardian, spouse, child, sibling, grandmother, grandfather, grandchildren, niece, nephew, aunt, uncle, first cousin, stepchild, stepmother, stepfather, stepsister and stepbrother, father and mother-in-law, daughter and son-in-law, brother and sister-in-law, domestic partner or a member of the employee’s household.
- B. “Direct” supervision means the authority to make, participate in, or recommend employment and/or compensation-related decisions involving a close family member, including, but not limited to, decision concerning hiring, promotion, transfer, discipline, termination, salary, evaluation, grievance resolution, or other similar personnel actions.

IV. ADDRESSING EXISTING CONFLICTS AND CHANGES IN RELATIONSHIP BETWEEN EMPLOYEES

- A. The Department of Human Resources will be responsible for implementing the provisions of this policy based upon the information furnished by applicants and employees.
- B. Any school district employee involved in a direct or indirect supervision relationship with a close family member that existed prior to the original approval date of this policy or that arises after the adoption of this policy shall promptly notify the Director of Human Resources of such relationship.
- C. Applicant/employee is responsible and accountable for providing accurate and complete information regarding the identity of his/her “close family members” on disclosure forms/statements, including, but not limited to, those required for employment, assignment, transfer, or promotion.
- D. Employees witnessing nepotism under this policy shall report such activity to the Director of Human Resources. No employee may be subject to reprimand or disciplinary action for good faith reports under this policy.
- E. The District reserves the right to modify the employment relationship by whatever means necessary.

V. SPECIAL PROVISIONS

- A. The District reserves the right to review the application of this policy in individual cases that are in temporary positions, e.g. refereeing of youth sports or other community-service type activities, providing that the selection and hiring is done in accordance with District ~~our~~ human resources protocols and under the oversight of the Director of Human Resources, except where a family member of the Director of Human Services is involved, in which case the hiring and selection shall be under the oversight of the superintendent.

VI. COMPLIANCE WITH EQUAL OPPORTUNITY AND DISCRIMINATION LAWS

- A. Nothing in this policy shall be construed as discouraging the employment of close family members of current employees for positions that do not involve direct supervision by a close family member.

Legal References: Minn. Stat. Ch. 363 (Minnesota Human Rights Act)
42 U.S.C., Section 2000c et seq.(Title VII. of the Civil Rights Act)

Cross References: WBLASB Policy 401 (Equal Employment Opportunity)

AGENDA ITEM: **Policy 499, Student Teaching**

MEETING DATE: **January, 11, 2021**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 499, Student Teaching, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes to this policy are in sections II, and III.

The purpose of this policy is to encourage the utilization of student teachers through agreements with approved teacher preparation institutions.

RECOMMENDED ACTION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the February 8, 2021 School Board meeting agenda or a subsequent meeting for action.

499 STUDENT TEACHING

I. PURPOSE

It is the policy of the White Bear Lake Area School District to encourage the utilization of student teachers through agreements with approved teacher preparation institutions.

II. ADMISSION TO STUDENT TEACHING IN THE DISTRICT

1. All requests for student teaching in the school district shall be made to the Department of Human Resources.
2. An applicant for a student teaching opportunity in the district shall:
 - a. Have completed the necessary requirements of an approved teacher education program;
 - b. Comply with the Minnesota Code of Ethics for Teachers;
 - c. Have and maintain, throughout the student teaching experience, good academic standing at the cooperating teacher preparation institution;
 - d. Meet all requirements of the cooperating teacher preparation institution for participation in its student teacher program.
3. The cooperating teacher preparation institution must enter into a school district approved agreement, and the agreement must be approved by the **School Board** ~~school board~~.
4. The school district reserves the right to deny a student teaching opportunity to an applicant who is not qualified pursuant to II-2 or II-3, or for whom there is no student teaching position available, for whom no supervising teacher is available, or for any other good and valid reason.
5. The Department of Human Resources shall determine the placement of all student teachers.

III. PERFORMANCE OF THE STUDENT TEACHER

1. A student teacher shall, during the course of the student teaching experience, be exposed to and give an opportunity to participate in the duties and activities of the teaching experience given the time available, including primary responsibility for substantial, meaningful classroom instruction and its attendant preparation and evaluation.
2. A student teacher shall not act as a substitute teacher in the district. This provision shall not be construed to preclude a student teacher from performing teaching services alone in a classroom as a part of the student teaching experience so long

as the student teacher remains under general supervision as provided in Section III-3.

3. While student teaching in the district, a student teacher shall be under the supervision of a fully qualified teacher or principal.
4. A copy of any written evaluation generated from within the district which is intended to contribute to a student teacher's grade or evaluation for the student teaching course or program at the teacher preparation institution may, at the option of the evaluator, be provided to the student teacher. Otherwise, the availability of the evaluation shall be determined by the teacher preparation institution.

IV. CONDUCT OF THE STUDENT TEACHER

While serving as a student teacher in the district, the student teacher shall:

1. Obey all reasonable directives of administrative and supervisory personnel;
2. Obey all school district rules, regulations, policies, and directives;
3. Not engage in conduct which disrupts, or could reasonably be expected to disrupt the educational process, or which is detrimental to the educational process.

V. TERMINATION OF STUDENT TEACHING ASSIGNMENT

A student teacher assignment may be terminated by the district for those reasons and causes applicable to a probationary teacher in the school district, or for any other good and sufficient grounds rendering the student teacher unfit to perform assigned duties, including those described in Section IV.

VI. BACKGROUND CHECK

The district shall perform the background check as required by Minnesota law for district employees. The cost of the background check shall be paid by the student teacher or the placing institution, in accord with the school district agreement with the respective placing institution.

VII. COPY OF POLICY

A student teacher shall be provided a copy of this policy upon acceptance for a student teaching experience in the district.

VIII. FINANCIAL ARRANGEMENTS

Stipends to supervising teachers from cooperating colleges and universities will be paid in accordance with the agreement that the district has with the cooperating college and university. The amount of payment may vary depending on the policy of the college.

Legal References: Minn. Stat. § 122A.09

Cross References: WBLASB Policy 404 – Employment Background Checks
WBLASB Policy 423 – Employee - Student Relationships

AGENDA ITEM: **Policy 519, Interviews of Students by Outside Agencies**

MEETING DATE: **January, 11, 2021**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 519, Interviews of Students by Outside Agencies, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes to this policy are in sections II, and III.

The purpose of this policy is to establish the procedures for access to students by authorized individuals during the school day.

RECOMMENDED ACTION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the February 8, 2021 School Board meeting agenda or a subsequent meeting for action.

519 INTERVIEWS OF STUDENTS BY OUTSIDE AGENCIES

I. PURPOSE

There are occasions in which persons other than school district officials and employees find it necessary to speak with a student during the school day. Student safety and disruption of the educational program is of concern to the school district. The purpose of this policy is to establish the procedures for access to students by authorized individuals during the school day.

II. GENERAL STATEMENT OF POLICY

- A. Generally, students may not be interviewed during the school day by persons other than a student's parents or guardian, school district officials, employees and/or agents, except as otherwise provided by law and/or this policy.
- B. Requests from law enforcement officers and those other than parents or guardians, school district officials, employees and/or agents to interview students shall be made through the principal's office. Upon receiving a request, it shall be the responsibility of the principal to determine whether the request will be granted. Prior to granting a request, the principal shall attempt to contact the parents or guardians to inform them of the request, except where otherwise prohibited by law.

III. INTERVIEWS CONDUCTED UNDER THE MALTREATMENT OF MINORS ACT

- A. In the case of an investigation pursuant to the Maltreatment of Minors Act, Minn. Stat. § 626.556, Subd. 10, a local welfare agency, the agency responsible for investigating the report, and a local law enforcement agency may interview, without parental consent, an alleged victim and any minors who currently reside with or who have resided with the alleged perpetrator. The interview may take place at school and during school hours. School district officials will work with the local welfare agency, the agency responsible for investigating the report, or law enforcement agency to select a place appropriate for the interview. The interview may take place outside the presence of the perpetrator or parent, legal custodian, guardian, or school district official.
- B. If the interview took place or is to take place on school district property, an order of the juvenile court pursuant to Minn. Stat. § 626.556, Subd. 10 (c) may specify that school district officials may not disclose to the parent, legal custodian, or guardian the contents of the notification of intent to interview the child on school

district property and/or any other related information regarding the interview that may be a part of the child's record. The school district official must receive a copy of the order from the local welfare or law enforcement agency.

- C. When the local welfare ~~or~~ agency, local law enforcement agency, or agency responsible for investigating a report of maltreatment determines that an interview should take place on school district property, school district officials must receive written notification of intent to interview the child on school district property prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school district property. Where the interviews are conducted by the local welfare agency, the notification must be signed by the chair of the local social services agency or the chair's designee. The notification is private educational data on the student. School district officials may not disclose to the parent, legal custodian or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded, unless a school employee or agent is alleged to have maltreated the child. Until school district officials receive said notification, all inquiries regarding the nature of the investigation or assessment should be directed to the local welfare or law enforcement agency ~~responsible for the investigation~~ or the agency responsible for assessing or investigating a report of maltreatment shall be solely responsible for any disclosures regarding the nature of the assessment or investigation.
- D. School district officials shall have discretion to reasonably schedule the time, place, and manner of an interview by a local welfare or local law enforcement agency on school district premises. However, where the alleged perpetrator is believed to be a school district official or employee, the local welfare or local law enforcement agency will have discretion to determine where the interview will be held. The interview must be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school district officials and the local welfare or law enforcement agency. However, school district officials must yield to the discretion of the local welfare or law enforcement agency concerning other persons in attendance at the interview. School district officials will make every effort to reduce the disruption to the educational program of the child, other students, or school staff when an interview is conducted on school district premises.
- E. Students shall not be taken from school district property without the consent of the principal and without proper warrant.

Legal Reference: Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. § 626.556, Subd. 10(c) and (d) (Duties of Local Welfare Agency and Local Law enforcement agency upon receipt of a report)

Cross Reference: WBLASB Policy 103 (Complaints - Students, Employees, Parents, Other Persons)
 WBLASB Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
 WBLASB Policy 515 (Protection and Privacy of Pupil Records)

AGENDA ITEM: **Policy 529, Staff Notification of Violent Behavior by Students**

MEETING DATE: **January, 11, 2021**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Alison Gillespie, Assistant Superintendent of Teaching and Learning;**
Lisa Ouren, Director of Student Support Services

BACKGROUND:

School Board Policy 529, Staff Notification of Violent Behavior by Students, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes to this policy are in sections I, III, IV, VI, and VII.

The purpose of this policy is to address the circumstances in which data should be provided to classroom teachers and other school staff members about students with a history of violent behavior and to establish a procedure for notifying staff regarding the placement of students with a history of violent behavior.

RECOMMENDED ACTION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the February 8, 2021 School Board meeting agenda or a subsequent meeting for action.

Adopted: August 27, 2001
Revised: July 18, 2005
Revised: November 8, 2007

*White Bear Lake Area
School Board Policy 529*

529 STAFF NOTIFICATION OF VIOLENT BEHAVIOR BY STUDENTS

I. PURPOSE

In an effort to provide a safe school environment, the assigned classroom teacher and certain staff members should know whether a student to be placed in the classroom has a history of violent behavior. Additionally, decisions should be made regarding how to manage such a student.

The purpose of this policy is to address the circumstances in which data should be provided to classroom teachers and other school staff members about students with a history of violent behavior and to establish a procedure for notifying staff regarding the placement of students with a history of violent behavior. ~~and to establish a procedure for notifying staff regarding the placement of students with a history of violent behavior.~~

II. GENERAL STATEMENT OF POLICY

- A. Any staff member or other employee of the school district who obtains or possesses information concerning a student in the building with a history of violent behavior shall immediately report said information to the pPrincipal of the building in which the student attends school.
- B. The administration will meet with appropriate staff members for the purpose of notifying and determining how staff will manage such student.
- C. Only staff members who have a legitimate educational interest in the information will receive notification.

III. DEFINITIONS

For the purposes of this policy, the following terms have the meaning given them.

- A. Administration
“Administration” means the superintendent, building principal, or other designee.
- B. Classroom Teacher
“Classroom Teacher” means the instructional personnel responsible for the course or room to which a student is assigned at any given time, including a substitute hired in place of the classroom teacher.
- C. History of Violent Behavior

1. A student will be considered to have a history of violent behavior if incident(s) of violence, including any documented physical assault of a school district employee by the student, have occurred during the current or previous school year.
2. If a student has an incident of violence during the current or previous school year, that incident and all other past related or similar incidents of violence will be reported.

D. Incident(s) of Violence

“Incident(s) of violence” means willful conduct in which a student endangers or causes physical injury to ~~the student~~ themselves, other students, a school district employee, or surrounding person(s), or endangers or causes significant damage to school district property, regardless of whether related to a disability or whether discipline was imposed.

E. Legitimate Educational Interest

“Legitimate educational interest” includes interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student, student health and welfare, and the ability to respond to a request for educational data. It includes a person’s need to know in order to:

1. Perform an administrative task required in the school or the employee’s contract or position description approved by the School Board ~~school board~~;
2. Perform a supervisory or instructional task directly related to the student’s education; or
3. Perform a service or benefit for the student or the student’s family such as health care, counseling, student job placement, or student financial aid.
4. Perform a task directly related to responding to a request for data.

F. School Staff Member

“School Staff Member” includes:

1. A person duly elected to the school board;
2. A person employed by the school board in an administrative, supervisory, instructional, or other professional position.
3. A person employed by the school board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and

4. A person employed by, or under contract to, the school board to perform a special task such as a secretary, clerk, public information officer, or data practices compliance official, an attorney, or an auditor for the period of his or her performance as an employee or contractor.

IV. PROCEDURE FOR STAFF NOTIFICATION OF STUDENTS WITH VIOLENT BEHAVIOR

A. Reports of Violent Behavior

Any staff member or other employee of the school district who becomes aware of any information regarding the violent behavior of an enrolling student or any student enrolled in the school district shall immediately report the information to the building principal where the student is enrolled or seeks to enroll.

B. Recipients of Notice

Each classroom teacher of a student with a history of violent behavior (see Section III.C., above) will receive written notification from the administration prior to placement of the student in the teacher's classroom. In addition, written notice will be given by the administration to other school staff members who have a legitimate educational interest, as defined in this policy, when a student with a history of violent behavior is placed in a teacher's classroom. The administration will provide notice to anyone substituting for the classroom teacher or school staff member, who has received notice under this policy, that the substitute will be overseeing a student with a history of violent behavior.

The administration may provide other school district employees or individuals outside of the school district with information regarding a student, including information regarding a student's history of violent behavior, in accordance with Policy 515, Protection and Privacy of Pupil Records.

C. Determination of Who Receives Notice

The determination of which classroom teachers and school staff members have a legitimate educational interest in information regarding a student with a history of violent behavior will be made by either: (1) the school district's Responsible Authority appointed by the school board under the Minnesota Government Data Practices Act or (2) the administration. In the event the administration makes this determination, the Responsible Authority will provide guidance to the administration as to what data will be shared.

D. Form of Written Notice

The notice given to classroom teachers and school staff members will be in writing and will include the following:

1. Name of the student;

2. Date of notice;
3. Notification that the student has been identified as a student with a history of violent behavior as defined in Section III. of this policy; and
4. Reminder of the private nature of the data provided.

E. Record of Notice

1. The administration will retain a copy of the notice or other documentation provided to classroom teachers and school staff members notified under this section.
2. Retention of the written notice or other documentation provided to classroom teachers and school staff members is governed by the approved **school district** Records Retention Schedule.

F. Meeting Regarding Students with a History of Violent Behavior

1. If the administration determines, in his or her discretion, that the classroom teacher and/or school staff members with a legitimate educational interest in such data reasonably require access to the details regarding a student's history of violent behavior for purposes of school safety and/or intervention services for the student, the administration also may convene a meeting to share and discuss such data.
2. The persons present at the meeting may have access to the data described in Section IV.D., above.

G. Law Enforcement Reports

Staff members will be provided with notice of disposition orders or law enforcement reports received by the school district in accordance with Policy 515, Protection and Privacy of Pupil Records. Where appropriate, information obtained from disposition orders or law enforcement reports also may be included in a Notification of Violent Behavior.

V. MAINTENANCE AND TRANSFER OF RECORDS

A report, notice, or documentation pertaining to a student with a history of violent behavior are educational records of a student and will be retained, maintained, and transferred to a school or school district in which a student seeks to enroll in accordance with Policy 515, Protection and Privacy of Pupil Records.

VI. PARENTAL/GUARDIAN** NOTICE**

- A. The administration will notify parents **or guardians** annually that the school district gives classroom teachers and other school staff members notice about students' history of violent behavior.
- B. Prior to providing the written notice of a student's violent behavior to classroom teachers and/or school staff members, the administration will inform the student's parent or guardian that such notice will be provided.
- C. Parents will be given notice that they have the right to review and challenge records or data, including the data documenting the history of violent behavior, in accordance with Policy 515, Protection and Privacy of Pupil Records.

VII. TRAINING NEEDS

Representatives of the school board and representatives of the teachers will discuss the needs of students and staff. The parties may discuss necessary training which may include training on conflict resolution and positive behavior interventions and may discuss necessary intervention services such as student behavioral assessments.

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120A.22, Subd. 7 (School Attendance – Education Records)
Minn. Stat. § 121A.45 (Grounds for Dismissal)
Minn. Stat. §121A.64 (Notification of Students with Violent Behavior)
Minn. Stat. § 121A. 75 (Law Enforcement Notice to School)
Minn. Rules Parts 1205.0100 - 1205.2000 (Data Practices)
20 U.S.C. §1232g (Family Educational Rights and Privacy Act)
34 C.F. §§ Secs. 99.1-99.67 (Rules Implementing FERPA)
Minn. Laws 2003, 1st Sp., Ch. 9, Art 2, § 53

Cross References:

WBLASB Policy 515 (Protection and Privacy of Public Records)

AGENDA ITEM: **Policy 599, Academic Recognition**

MEETING DATE: **January, 11, 2021**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Alison Gillespie, Assistant Superintendent
of Teaching and Learning**

BACKGROUND:

School Board Policy 599, Academic Recognition, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes to this policy are in sections I, II, III, IV, and VII.

The purpose of this policy is to establish a criterion-based academic honor system which recognizes high academic achievement.

RECOMMENDED ACTION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the February 8, 2021 School Board meeting agenda or a subsequent meeting for action.

599 ACADEMIC RECOGNITION ~~POLICY~~

I. PURPOSE

The purpose of this policy is to establish a criterion-based academic honor system which recognizes high academic achievement.

II. GENERAL STATEMENT OF POLICY

Students at White Bear Lake Area High School are encouraged to strive for excellence. It is the responsibility of all school employees to challenge and support all students in the pursuit of their highest levels of academic and personal achievement. Accordingly, White Bear Lake Area High School will provide a positive and stimulating learning environment which inspires students to reach their fullest potential. The curriculum offerings provide the necessary rigor to allow students to excel and meet the highest academic standards.

The White Bear Lake Area High School diploma represents the pursuit of academic excellence. A student's transcript reflects their personal achievement and rigorous course selection. The District has established an academic honors system to commend and recognize students for their academic excellence and success. In order to realize these goals, the system must: reflect high academic achievement; be honest, transparent and fair; be criterion-referenced; and reflect high expectations for all students across all courses and programs.

III. DEFINITIONS

- A. "Criterion Referenced" is a standard on which a judgment or decision may be based.
- B. "Cumulative Grade Point Average" is a calculation of the average of all of a student's grades for all semesters and courses completed to a given academic term.
- C. "Eligible Student" means any White Bear Lake student, including a transfer student, who has completed all courses and has met state and local graduation requirements. When a student has a unique circumstance, an administrative team will review the student's transcript to determine whether the student has demonstrated academic excellence and success consistent with the spirit of this policy.

- D. “Grade Point Average (GPA)” is the student’s numerical average for all courses taken. It is computed by adding the total number of the letter grade point values and dividing it by the number of credits completed.
- E. “Grade Weighting” is the assignment of a greater numerical value to the letter grade’s numeric point value to reward a student completing any of the following courses:
- Advanced Placement (AP) and taking the national assessment;
 - College in the Schools (CIS);
 - Project Lead the Way (PLTW) courses that qualify for college credit and taking ~~student takes~~ the required assessment for college credit.
- F. “Term” is a period of time equaling one semester at the end of which grades are recorded on a student’s transcript.
- G. “Term Grade Point Average” is the student’s numerical average for a given semester. It is computed by adding the total number of the letter grade point values and dividing it by the number of credits for a given semester.

IV. HIGH ACADEMIC HONORS RECOGNITION

- A. Effective with the Class of 2013, the *Laude* Latin model will be used to recognize academic excellence for recognition at commencement. Eligible students will work to compete against the criterion for academic honors, rather than each other.
- B. An eligible student’s final cumulative, weighted GPA at the end of the second semester of senior year will be used to determine the level of honor on a high school transcript, and for academic recognition at commencement.
- C. The three levels of honors to be awarded to eligible students who have acquired academic excellence are:
1. Summa Cum Laude: With Highest Distinction
Cumulative weighted GPA of 4.1 or above
 2. Magna Cum Laude: With Great Distinction
Cumulative weighted GPA of 4.0 – 4.09
 3. Cum Laude: With Distinction
Cumulative weighted GPA of 3.8 – 3.99
- D. The weighted cumulative GPA will be used to calculate all academic honors. In the event that a miscalculation occurs, honors may be awarded after the fact; however, honors mistakenly awarded will not be retracted.
- E. Honor Rolls

1. Each semester, the Honor Roll will be calculated based on the weighted term GPA.
2. Students with a term GPA of 3.67 and above will be listed on the A Honor Roll.
3. Students with a term GPA of 3.00 to 3.66 will be listed on the B Honor Roll.

F. Academic Lettering

Earning an Academic Letter is another way that White Bear Lake Area High School students can be recognized for their achievements. An eligible student must earn an overall 3.67 GPA during each of the specified grading periods (terms):

1. Seniors: Final semester of junior year and first semester of senior year.
2. Juniors: Final semester of sophomore year and first semester of junior year.
3. Sophomores: Final semester of freshman year and first semester of the sophomore year.
4. Freshmen: First semester of the freshman year.

V. POST HIGH SCHOOL REPORTING

Official student transcripts will include the cumulative weighted and unweighted cumulative GPA and class rank. The transcript will also denote any cum laude honors.

VI. TREATMENT OF TRANSFER STUDENTS

Students transferring to White Bear Lake Area High School will be eligible for recognition upon a review of their transcript, application of grade weighting, and verification of course rigor when applicable.

VII. IMPLEMENTATION

The Superintendent or designee is directed and authorized to develop and approve specific procedures for the implementation of this policy.

Legal References:

Cross References:

AGENDA ITEM: **Policy 609, Religion**

MEETING DATE: **January, 11, 2021**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Alison Gillespie, Assistant Superintendent
of Teaching and Learning**

BACKGROUND:

School Board Policy 609, Religion, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes to this policy are in sections II, and III.

The purpose of this policy is to provide equal opportunity for all applicants for school district employment and school district employees.

RECOMMENDED ACTION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the February 8, 2021 School Board meeting agenda or a subsequent meeting for action.

Adopted: September 8, 1997
Revised: June 11, 2001
Revised: December 14, 2009
Revised: November 8, 2010
Revised: May 9, 2016

*White Bear Lake Area
School District #624 Policy 609*

609 RELIGION

I. PURPOSE

The purpose of this policy is to identify the status of religion as it pertains to the programs of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall neither promote nor disparage any belief pertaining to religion. Instead, the school district encourages all students and employees to have respect for each other's views.
- B. The school district also recognizes that religion has a significant role in the social, cultural, political, and historical development of civilization.
- C. The school district recognizes that one of its educational objectives is to increase its students' knowledge and appreciation of music, art, drama, and literature each of which may have religious and secular components/aspects.
- D. The school district supports the inclusion of religious music, art, drama, and literature in the curriculum and in school activities provided it is intrinsic to the learning experience and is presented in an objective manner without sectarian indoctrination.
- E. The historical and contemporary values and the origin of various religions, holidays, customs, and beliefs may be explained in an unbiased and nonsectarian manner.

III. RESPONSIBILITY

- A. It shall be the responsibility of the superintendent to ensure that the study of religious materials, customs, beliefs, and holidays in the school district is in keeping with the following guidelines:
 - 1. The proposed activity must have a secular purpose.
 - 2. The primary objective of the activity must be one that neither advances nor inhibits religion.

3. The activity must not foster excessive governmental relationships with religion.
 4. Notwithstanding the foregoing guidelines, reasonable efforts will be made to accommodate any student who wishes to be excused from attendance at school for the purpose of religious instruction or observance of religious holidays.
- B. The superintendent is granted authority to develop and present for sSchool bBoard review and approval directives and guidelines for the purpose of providing further guidance relative to the teaching of materials related to religion. Approved directives and guidelines shall be attached as an addendum to this policy.

Legal References: U. S. Const., Amend. I
Minn. Stat. § 120A.22, Subd. 12(3) (Compulsory Instruction)
Minn. Stat. § 120A.35 (Absence From School for Religious Observance)
Minn. Stat. § 121A. 10 (Moment of Silence)
Good News Club v. Milford Central School, 533 U.S. 98, 121 S.Ct. 2093, 150 L.Ed.2d 151 (2001)
Santa Fe Indep. Sch. Dist. v. Doe, 530 U.S. 290, 120 S.Ct. 2266 (2000)
Tangipahoa Parish Bd. of Educ. v. Freiler, 530 U.S. 1251, 120 S.Ct. 2706 (2000)
Lemon v. Kurtzman, 403 U.S.602, 91 S.Ct. 2105, 29 L.Ed.2d 745 (1971)
Child Evangelism Fellowship v. Minneapolis Special Sch. Dist. No. 1, 690F.3d996 (8th Cir. 2012)
Wigg v. Sioux Falls Sch. Dist., 382 F.3d 807 (8th Cir. 2004)
Doe v. School Dist. of City of Norfolk, 340 F.3d 605 (8th Cir. 2003)
Stark v. Independent Sch. Dist. No. 640, 123 F.3d 1068 (8th Cir. 1997)
Florey v. Sioux Falls Sch. Dist. 49-5, 619 F.2d 1311 (8th Cir. 1980)
Roark v. South Iron R-I Sch. Dist., 573 F.3d 556 (8th Cir. 2009)
LeVake v. Independent Sch. Dist. No. 656, 625 N.W.2d 502 (Minn. App. 2001)
Minn. Op. Atty. Gen. 169-J (Feb. 14, 1968)
Minn. Op. Atty. Gen. 169-K (Oct. 21, 1949)
Minn. Op. Atty. Gen. 63 (1940)
Minn. Op. Atty. Gen. 120 (1924)
Minn. Op. Atty. Gen. 121 (1924)

Cross References: WBLASB Policy 801 (Equal Access to Facilities of Secondary Schools)

E. OPERATIONAL ITEMS

AGENDA ITEM: **Approval of Bids for New Elementary School in Hugo**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Bidding specifications for the new elementary school in Hugo was made available to contractors during the month of December. Bids were opened on December 17 and Best Value bids were scored shortly thereafter. Construction will start in the spring with the work being completed by the opening of school in September of 2022.

The District's construction management firm, Kraus-Anderson, prepared the Request for Proposals (RFP) and conducted the bid opening. 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 contracts for the construction of a new elementary school in Hugo in the amount of \$23,834,200.00 as presented.



January 6, 2021

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

RE: **White Bear Lake Area Schools New Elementary - Hugo**

Dear Mr. Wald

This letter is concerning the contract awards for the White Bear Lake Area Schools New Elementary - Hugo project that was bid on December 17, 2020.. Kraus-Anderson has verified bidders and we submit the following lowest responsible bidders and their bid amount.

<u>Work Scope</u>	<u>Contractor, City, State</u>	<u>Bid Amount</u>
WS 03-A	Concrete John Foley Masonry, Inc. 6679 80 th Avenue SE Clear Lake, MN 55319	Base Bid: \$2,751,365.00
WS 03-B & WS 03-C	Structural Precast & Structural Hollow Core Plank COMBINED Taracon Precast, LLC 6189 170 th Street N Hawley, MN 56549	Base Bid: \$1,045,048.00
WS 05-A	Structural Steel – Material BEST VALUE Central MN Fabrication 7101 Northland Circle North Suite 202 Brooklyn Park, MNN 55428	Base Bid: \$1,019,060.00
WS 05-B	Structural Steel - Erection River City Erectors, Inc. 18940 York Street NW Elk River, MN 55330	Base Bid: \$338,117.00
WS 06-A	Carpentry BEST VALUE Schreiber Mullaney Carpentry 1286 Hudson Road St, Paul, MN 55106	Base Bid: \$1,004,890.00

WS 06-D	Architectural Millwork	Cosney Corporation 491 Willow Drive North Long Lake, MN 55105	Base Bid:	\$690,805.00
WS 07-F & WS 07-H	Metal Panels & Roofing COMBINED	Berwald Hardware Company, Inc. 2440 North Charles Street North St. Paul, MN 55109	Base Bid:	\$1,174,370.00
WS 08-A	Doors, Frames & Hardware	Twin City Hardware Company 723 Hadley Avenue N Oakdale, MN 55128	Base Bid:	\$352,425.00
WS 08-D	Specialty Doors	American Door Works 2150 Frontage Road S Waite Park, MN 56387	Base Bid:	\$273,892.00
WS 08-F	Entrances, Storefront & Curtainwall	Northern Glass & Glazing, Inc. 165 West 88 th Street Bloomington, MN 55420	Base Bid:	\$1,188,000.00
WS 09-A	Drywall	RTL Construction, Inc 290 Sarazin Street Shakopee, MN 55379	Base Bid:	\$1,569,000.00
WS 09-B	Tile	Super Set Tile & Stone, LLC 13860 Industrial Park Blvd Plymouth, MN 55441	Base Bid:	\$375,000.00
WS 09-C	Ceilings & Acoustical Treatments	Twin City Acoustics, Inc. 9449 Science Center Drive New Hope, MN 55428	Base Bid:	\$327,550.00

WS 09-D	Flooring	Hiller Commercial Floors 2909 South Broadway Rochester, MN 55904	Base Bid:	\$484,800.00
WS 09-E	Specialty Flooring	H2I Group, Inc. 430 Industrial Blvd NE Minneapolis, MN 55413	Base Bid:	\$81,260.00
WS 09-G	Terrazzo	Advance Terrazzo & Tile Company 425 Coon Rapids Blvd Coon Rapids, MN 55433	Base Bid:	\$315,000.00
WS 09-K	Painting & Wall Covering	Superior Painting and Decorating. 3543 88 th Avenue NE Circle Pines, MN 55014	Base Bid:	\$182,690.00
WS 11-B	Loading Dock	Miner LTD DBA Star Equipment 248 Apollo Drive Lino Lakes, MN 55014	Base Bid:	\$13,362.00
WS 11-F	Food Service	Boelter Premier 7120 Northland Terrace Minneapolis, MN 55428	Base Bid:	\$471,213.00
WS 11-K	Athletic Equipment	H2I Group, Inc. 430 Industrial Blvd NE Minneapolis, MN 55413	Base Bid:	\$61,245.00

WS 14-B	Elevators	Kone, Inc One Kone Court Moline, IL 61265	Base Bid:	\$106,875.00
WS 21-A	Fire Suppression	Fireline Sprinkler, LLC 36360 Schansberg Road Whitehall, WI 54773	Base Bid:	\$197,784.00
WS 23-B	Combined Mechanical BEST VALUE	Wenzel Plymouth Plumbing, LLC 1959 Shawnee Road Suite 130 Eagan, MN 55122	Base Bid:	\$4,819,694.00
441WS 26-A	Electrical BEST VALUE	AJ Moore Electric, Inc. 12701 Chowen Avenue South Unit 104B Burnsville, MN 55337	Base Bid:	\$2,488,000.00
WS 31-A	Site Clearing, Earthwork & Utilities BEST VALUE	Peterson Companies, Inc. 8326 Wyoming Trail Chisago City, MN 55013	Base Bid:	\$1,155,600.00
WS 32-A	Asphalt	Bituminous Roadways, Inc. 1520 Commerce Drive Mendota Heights, MN 55120	Base Bid:	\$446,975.00
2751694 4819WS 32-B	Concrete Paving	Ultra Concrete, LLC PO Box 237 Cokato, MN 55321	Base Bid:	\$390,000.00

WS 32-D	Fencing	Century Fence Company 14839 Lake Drive PO Box 277 Forest Lake, MN 55025	Base Bid:	\$69,180.00
WS 32-F	Landscaping	Greenscape Companies, LLC 11684 219 th Avenue Elk River, MN 55330	Base Bid:	\$441,000.00

The total amount of the base bids is \$23,834,200.00.

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 612-719-1026.

Very truly yours,
KRAUS-ANDERSON® CONSTRUCTION COMPANY

Kent Henry

Kent Henry
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



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 03-A - CONCRETE

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 03-A - CONCRETE

[illegible]



BID TABULATIONS

ARCHITECT: Wold Architects & Engineers

COMBINED

[illegible]



BID TABULATIONS

ARCHITECT: Wold Architects & Engineers

WS 03-C - STRUCTURAL HOLLOW CORE PLANK

[illegible]

		BIDDER	BIDDER	Selected Contractor BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
		THORNBURG STEEL	CAMELOT METALS	CENTRAL MN FABRICATING	BENS STRUCTURAL STEEL	AMERICAN STRUCTURAL METALS	DAKA CORPORATION	THURNBECK STEEL FABRICATION	BIDDER CONSTRUCTION SYSTEMS	BIDDER
BID SECURITY		X	X	X	X	X	X	X	X	
ADDENDA REC'D.		X	X	X	X	X	X	X	X	
BASE BID		\$898,858.00	\$965,198.00	\$1,019,060.00	\$1,023,450.00	\$1,073,840.00	\$1,119,000.00	\$1,142,256.00	\$1,188,347.00	
COMBINED BASE BID										
Alternates:										
Alternate No. 1 - PA Systems										
Scoring		60	50	42	41	34	27	23	17	
Points Available										
Reference	10	3	3	10	6					
Similar Experience	10	2	4	9	9					
Interview Presentation Requirements	20	10	18	20						
Bid Cost	60	60	50	42	41	34	27	23	17	
TOTAL	100	75	75	81	56	34	27	23	17	0



BID TABULATIONS

WS 05-B - STRUCTURAL STEEL ERECTION

[illegible]

OWNER: ISD 624 - White Bear Lake Area Schools
ARCHITECT: Wold Architects & Engineers

WS 06-A - CARPENTRY
Best Value

		BIDDER	Selected Contractor BIDDER	BIDDER	BIDDER EBERT CONSTRUCTION	BIDDER MEISINGER CONSTRUCTION	BIDDER KELLINGTON CONSTRUCTION	BIDDER GEORGE F COOK CONSTRUCTION	BIDDER PARKOS CONSTRUCTION	BIDDER CENTRITY CONSTRUCTION COMPANY
		REILING CONSTRUCTION	SCHREIBER MULLANEY CONSTRUCTION	TEKTON CONSTRUCTION						
BID SECURITY		X	X	X	X	X	X	X	X	X
ADDENDA REC'D.		X	X	X	X	X	X	X	X	X
BASE BID		\$994,558.00	\$1,004,890.00	\$1,144,000.00	\$1,168,000.00	\$1,221,000.00	\$1,251,353.00	\$1,270,000.00	\$1,417,600.00	\$1,600,000.00
COMBINED BASE BID										
Alternates:										
Alternate No. 1 - PA Systems										
Scoring		60	59	38	34	26	21	19	0	0
	Points Available									
Reference	10	9	9	9						
Similar Experience	10	7	10	8						
Interview Presentation Requirements	20	19	20							
Bid Cost	60	60	59	38	34	26	21	19	0	0
TOTAL	100	95	98	55	34	26	21	19	0	0



BID TABULATIONS

WS 06-D - ARCHITECTURAL MILLWORK

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 07-F - METAL PANELS

[illegible]



12/17/20 - 2pm

COMBINED

[illegible]



BID TABULATIONS

WS 07-H - ROOFING

[illegible]



BID TABULATIONS

WS 08-A - DOORS, FRAMES & HARDWARE

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 08-D - SPECIAL DOORS

[illegible]



BID TABULATIONS

WS 08-F - ENTRANCES, STOREFRONT & CURTAINWALL

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 09-A - DRYWALL

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 09-B - TILE

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 09-B - TILE

[illegible]



BID TABULATIONS

WS 09-C - CEILINGS & ACOUSTICAL TREATMENTS

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 09-D - FLOORING[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 09-D - FLOORING

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 09-E - GYM FLOORING

[illegible]



BID TABULATIONS

12/17/20 - 2pm

OWNER: ISD 624 - White Bear Lake Area Schools

ARCHITECT: Wold Architects & Engineers

WS 09-G - TERRAZZO

[illegible]



BID TABULATIONS

12/17/20 - 2pm

OWNER: ISD 624 - White Bear Lake Area Schools

ARCHITECT: Wold Architects & Engineers

WS 09-K - PAINTING & WALL COVERING

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 11-B - LOADING DOCK

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 11-F -FOOD SERVICE[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 11-F -FOOD SERVICE[illegible]



BID TABULATIONS

WS 11-K - GYMNASIUM EQUIPMENT[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 14-B - ELEVATORS[illegible]



BID TABULATIONS

ARCHITECT: Wold Architects & Engineers

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 21-A - FIRE SUPPRESSION[illegible]

WHITE BEAR LAKE AREA SCHOOLS
NEW ELEMENTARY - HUGO

BID TABULATIONS

12/17/20 - 2pm

OWNER: ISD 624 - White Bear Lake Area Schools
ARCHITECT: Wold Architects & Engineers

WS 23-B - COMBINED MECHANICAL
Best Value

Selected Contractor		BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
		WENZEL, PLYMOUTH PLUMBING	MCDOWALL COMPANY	RJ MECHANICAL	SENTRA-SOTA SHEEL METAL	GENERAL SHEET METAL	KLAMM MECHANICAL CONTRACTORS, INC.	THELEN HEATING ROOFING, INC.	PETERSON SHEET METAL, INC.	EL-JAY PLUMBING & HEATING, INC.
BID SECURITY		X	X	X	X	X	X	X	X	X
ADDENDA REC'D.		X	X	X	X	X	X	X	X	X
BASE BID		\$4,819,694.00	\$4,893,600.00	\$4,898,000.00	\$4,914,550.00	\$4,964,423.00	\$4,989,000.00	\$5,056,000.00	\$5,157,500.00	\$5,175,000.00
COMBINED BASE BID										
Alternates:										
Alternate No. 1 - PA Systems										
Scoring		60	49	48	46	38	35	25	9	7
	Points Available									
Reference	10	8	8	9	10					
Similar Experience	10	7	8	8						
Interview Presentation Requirements	20	18								
Bid Cost	60	60	49	48	46	38	35	25	9	7
TOTAL	100	93	65	65	56	38.29065	34.6041	24.5541	9.3291	6.7041

WHITE BEAR LAKE AREA SCHOOLS NEW ELEMENTARY - HUGO

BID TABULATIONS

12/17/20 - 2pm

OWNER: ISD 624 - White Bear Lake Area Schools

ARCHITECT: Wold Architects & Engineers

WS 23-B - COMBINED MECHANICAL
 Best Value

		BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
		SHANNON'S INC	WEIDNER PLUMBING & HEATING CO	MODERN PIPING INC.	PIONEER POWER	NASSEFF MECHANICAL CONTRATORS				
BID SECURITY		X	X	X	X	X				
ADDENDA REC'D.		X	X	X	X	X				
BASE BID		\$5,178,000.00	\$5,268,000.00	\$5,469,300.00	\$5,669,000.00	\$5,998,646.00				
COMBINED BASE BID										
Alternates: Alternate No. 1 - PA Systems										
Scoring		6	0	0	0	0				
	Points Available									
Reference	10									
Similar Experience	10									
Interview Presentation Requirements	20									
Bid Cost	60	6	0	0	0	0				
TOTAL	100	6	0	0	0	0	0	0	0	0

**WHITE BEAR LAKE AREA SCHOOLS
NEW ELEMENTARY - HUGO**

BID TABULATIONS

12/17/20 - 2pm

OWNER: ISD 624 - White Bear Lake Area Schools

ARCHITECT: Wold Architects & Engineers

WS 26-A - ELECTRICAL

Best Value

		Selected Contractor								
		BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
		AJ MOORE ELECTRIC, INC.	NAC MECHANICAL & ELECTRICAL SERVICES	VINCO, INC.	MUSKA ELECTRIC	PHASOR ELECTRIC COMPANY	NEO ELECTRICAL SOLUTIONS	LAKE TOWN ELECTRIC CORP		
BID SECURITY		X	X	X	X	X	X	X		
ADDENDA REC'D.		X	X	X	X	X	X	X		
BASE BID		\$2,488,000.00	\$2,580,000.00	\$2,604,600.00	\$2,756,000.00	\$2,757,000.00	\$2,774,650.00	\$2,862,400.00		
COMBINED BASE BID										
Alternates:										
Alternate No. 1 - PA Systems		\$90,500.00	\$85,000.00	\$91,970.00	\$85,000.00	\$87,000.00	\$99,990.00	\$88,300.00		
Scoring		60	46	43	20	20	17	4		
	Points Available									
Reference	10	9	8	8						
Similar Experience	10	8	9	7						
Interview Presentation Requirements	20	18								
Bid Cost	60	60	46	43	20	20	17	4		
TOTAL	100	95	63	58	19.8	19.65	17.0025	3.84	0	0

WHITE BEAR LAKE AREA SCHOOLS
NEW ELEMENTARY - HUGO

BID TABULATIONS

12/17/20 - 2pm

OWNER: ISD 624 - White Bear Lake Area Schools
ARCHITECT: Wold Architects & Engineers

WS 31-A - EARTHWORK & SITE UTILITIES
Best Value

		Selected Contractor								
		BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
		PETERSON COMPANIES, INC	CARL BOLANDER & SONS, LLC	JACON	KEVITT EXCAVATING	FEHN COMPANIES, INC	RACHEL CONTRACTING, INC.	US SITEWORKS, INC	PARK CONSTRUCTION COMPANY	PWS
BID SECURITY		X	X	X	X	X	X	X	X	X
ADDENDA REC'D.		X	X	X	X	X	X	X	X	X
BASE BID		\$1,155,600.00	\$1,218,957.00	\$1,225,988.00	\$1,264,450.00	\$1,312,350.00	\$1,319,787.00	\$1,328,941.00	\$1,340,330.00	\$1,360,775.00
COMBINED BASE BID										
Alternates:										
Alternate No. 1 - PA Systems										
Scoring		60	50	49	44	36	35	34	32	29
	Points Available									
Reference	10	8	8	9						
Similar Experience	10	9	8	8						
Interview Presentation Requirements	20	20								
Bid Cost	60	60	50	49	44	36	35	34	32	29
TOTAL	100	97	66	66	44	36	35	34	32	29

WHITE BEAR LAKE AREA SCHOOLS
NEW ELEMENTARY - HUGO

BID TABULATIONS

12/17/20 - 2pm

OWNER: ISD 624 - White Bear Lake Area Schools
ARCHITECT: Wold Architects & Engineers

WS 31 - A - EARTHWORK & SITE UTILITIES
Best Value

		BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
		NEW LOOK CONTRACTING	FRATTALONE COMPANIES, INC.	BELAIR SITEWORK SERVICES	VEIT & COMPANY, INC.	NORTHWEST ASPHALT, INC.	ARNT CONSTRUCTION COMPANY	RAMSEY COMPANY		
BID SECURITY		X	X	X	X	X	X	X		
ADDENDA REC'D.		X	X	X	X	X	X	1		
BASE BID		\$1,418,000.00	\$1,533,500.00	\$1,535,393.00	\$1,643,880.00	\$1,670,000.00	\$1,749,900.00	\$1,899,800.00		
COMBINED BASE BID										
Alternates:										
Alternate No. 1 - PA Systems										
Scoring		21	3	3	0	0	0	0		
	Points Available									
Reference	10									
Similar Experience	10									
Interview Presentation Requirements	20									
Bid Cost	60	21	3	3	0	0	0	0		
TOTAL	100	21	3	3	0	0	0	0	0	0



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 32-A - ASPHALT PAVING

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 32-A - ASPHALT PAVING

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 32-B - CONCRETE PAVING

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 32-D - FENCING

[illegible]



BID TABULATIONS

OWNER: ISD 624 - White Bear Lake Area Schools

WS 32-F - LANDSCAPING

[illegible]



BID TABULATIONS

12/17/20 - 2pm

OWNER: ISD 624 - White Bear Lake Area Schools

ARCHITECT: Wold Architects & Engineers

WS 32-F - LANDSCAPING

[illegible]

AGENDA ITEM: **FY 20 Annual Audit Report**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Earlier in the meeting Jim Eichten from the District's auditing firm of Malloy, Montague, Karnowski, Radosevich and Co., P.A. (MMKR), reviewed the fiscal year 2019-2020 audit report. The next step in the annual budget process is for the Board to vote on approval of the report that was presented.

RECOMMENDED ACTION:

Approve the fiscal year 2019-2020 audit report as presented.

AGENDA ITEM: **Action on Transportation Contractor Addendum**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for
Finance and Operations;
Mike Turitto, Director of Transportation**

BACKGROUND:

The change in learning model from hybrid to distance learning has created a decreased need for contracted transportation services. We have negotiated an agreement with our primary contractor, First Student Transportation, that allows them to remain viable while reducing transportation expenses for the District.

While the District's agreement with First Student is for routes actually run and does not require the District to pay for services not provided, the agreement does not specifically address a pandemic related change to a distance learning model, the change in learning model creates a necessity to develop an addendum.

On days where the District is primarily in distance learning, the District and First Student have agreed to the provisions in the attached addendum. Key points in the agreement are:

- 1) On days when the District is implementing a distance learning model, or where only a limited number of students are on site, the District will pay First Student 50% of the normal amount for regular "to and from" routes. This is retroactive to November 17 for high school, November 23rd for middle school, and November 30 for elementary schools.
- 2) The District will pay 90% for all special education routes normally scheduled and not run, as per the Governor's Emergency Orders and guidance from the Minnesota Department of Education and for as long as those routes qualify for reimbursement.
- 3) The District will pay 100% for all regular education and special education routes run as per the Agreement.
- 4) First Student agrees to use the payments it receives for routes not run to cover overhead and pay key personnel necessary to maintain their operation.

RECOMMENDED ACTION:

Approve the addendum to the First Student Transportation Agreement as presented.

ADDENDUM TO STUDENT TRANSPORTATION AGREEMENT

This Addendum is entered into by and between Independent School District No. 624 (“District”) and First Student, Inc. (“Contractor”).

WHEREAS, the District and Contractor are parties to a Student Transportation Agreement (“Agreement”) with a term that began on August 1, 2020 and will end on July 31, 2022;

WHEREAS, the District’s payments to Contractor under the Agreement are based on routes that are actually run and services that are actually provided, and Paragraph 3(a) of the Agreement contemplates that the District will not be charged for services on days when school is cancelled, provided that the District notifies Contractor of the cancellation by 6:00 a.m. on the day school is cancelled;

WHEREAS, Paragraph 10(c) of the Agreement states:

In the event Contractor is unable to provide the transportation services herein specified because of any act of God ... governmental action ... or any condition or cause beyond Contractor’s control, District may excuse Contractor from performance under this AGREEMENT. For the reasons identified, the District shall also have the right to terminate this Agreement

WHEREAS, Governor Tim Walz has issued a series of Emergency Executive Orders declaring a peacetime emergency in response to the COVID-19 pandemic;

WHEREAS, pursuant to the Governor’s Emergency Executive Orders, including Order 20-82, the District is required to implement an appropriate instructional model that adheres to the parameters set forth in the State’s Safe Learning Plan;

WHEREAS, the appropriate instructional models can include an in-person model, a hybrid model, and a distance learning model;

WHEREAS, the District does not require regular transportation routes for students when it is implementing a distance learning model;

WHEREAS, both the District and Contractor have a significant interest in keeping Contractor viable so it can fulfill its responsibilities under the Agreement during periods of time when the District is implementing an in-person or hybrid model;

WHEREAS, both the District and Contractor recognize that Contractor’s ability to cover its overhead and retain key employees by continuing to pay them is necessary for First Student to remain viable;

WHEREAS, the District is experiencing significant financial constraints because of decreased enrollment related to COVID-19 and the need for additional staffing to provide emergency childcare;

WHEREAS, the District is committed to being a responsible steward of taxpayer dollars and, to that end, is paying many of its own employees only for hours worked while the District is implementing a hybrid or distance learning model; and

WHEREAS, the District and Contractor are entering into this Addendum in order to determine the amount the District will pay Contractor for route that are not run when the District is implementing a distance learning or hybrid model of instruction;

NOW, THEREFORE, IN CONSIDERATION OF the forgoing and the mutual promises contained in this Addendum, including the relinquishment of certain rights and other valuable consideration, the sufficiency of which is acknowledged, the District and Contractor agree as follows:

1. **Payment for Days When School Is Closed Because of COVID-19.** For school days on which the District is implementing a distance learning model at a school, and for school days on which the District is implementing a hybrid model at a school but no students other than special education students are transported to that school, the District will pay Contractor fifty percent (50%) of the normal amount for regular “to and from” routes specified in Exhibit A to the Agreement even though the routes are not run to that particular school. For the District’s high schools, this paragraph will be retroactive to November 17, 2020. For the District’s middle schools, this paragraph will be retroactive to November 23, 2020. For the District’s elementary schools, this paragraph will be retroactive to November 30, 2020.
2. **Payment for Limited Transportation on Hybrid and Distance Learning Days.** If the District runs an A.M. or P.M. “to and from” route on a day when the District is implementing a distance learning model or a hybrid model of instruction, the District will pay the contractually agreed amount of \$360.11 for the 4.5 hour minimum. The hours in the A.M. and the P.M. may differ depending on programming needs. Programming needs will include any routes that fit within the 4.5 hour minimum, including, but not limited to, activity routes, targeted services, and midday routes.
3. **Special Education Routes.** Pursuant to the Governor’s Emergency Executive Orders and guidance from the Minnesota Department of Education, the District may provide in-person instruction to special education students and certain at-risk students on days when school is closed for distance learning or is open only for hybrid instruction. The District will pay Contractor at the full rate specified in the Agreement for special education routes that are run. The District will pay Contractor at ninety percent (90%) of the rate specified in the Agreement for special education routes that are scheduled but are not run, *provided that* the District can claim and receive special education funding for the routes even though they were not run. If the District cannot claim or receive special education funding for special education routes that are not run, the District will not pay Contractor for such routes when they are not run.

4. **Contractor to Key Pay Employees.** Contractor agrees to use the payments it receives under this Addendum to cover overhead and to continue paying its key employees so it can fulfill its responsibilities under the Agreement.
5. **Equal Drafting.** In the event any person asserts that a provision of this Addendum is ambiguous, this Addendum must be construed to have been drafted equally by the parties.
6. **Complete Agreement.** This Addendum constitutes the entire agreement between the parties relating to the subject matter addressed in this document. No party has relied upon any statements or promises that are not set forth in this Addendum. This Addendum controls, supersedes, and amends the Agreement to the extent that this Addendum conflicts with the Agreement.
7. **Duration.** This Addendum will remain in effect only as long as a peacetime emergency is declared because of the COVID-19 pandemic.
8. **Miscellaneous.** No changes to this Addendum are valid unless they are in writing and signed by both parties. A copy of this Addendum will have the same legal effect as the original.

IN WITNESS WHEREOF, the parties have entered into this Addendum on the dates shown by their signatures. This Addendum will not become effective unless and until it is approved by the District's School Board.

FIRST STUDENT, INC.

Date

INDEPENDENT SCHOOL DISTRICT NO. 624

School Board Chair

Date

School Board Clerk

Date

RASW: 175989

AGENDA ITEM: **2021 School Board Operating Procedures**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

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

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

RECOMMENDED ACTION:

Approve the Rules of Order and Board Agenda format for 2021.

RULES OF ORDER

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

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

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

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

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

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

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

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

**BOARD AGENDA
2021**

A.	PROCEDURAL ITEMS	Roll call, Pledge of Allegiance, approve agenda, approve consent agenda to include minutes, payment of invoices, correspondence, gifts, field trips and personnel items.
B.	PUBLIC FORUM <u>Public Forum Procedures</u> During the Public Forum any person may address the School Board on a topic of interest or concern. Listed below are the procedures for Public Forum. 1. Public Forum will follow the Procedural Items on the agenda. 2. Public Forum will be open up to 30 minutes (3minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of public comments already expressed at the same meeting should be avoided. 3. Those who wish to address the Board should fill out the Public Forum Speaker Card and submit the card to the School Board clerk or other district official at the meeting. 4. Questions may be asked on any topic, including those on the agenda. 5. School District policy and data privacy laws preclude the Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting could violate law or policy. Complaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the	During the Public Forum any person may address the School Board on a topic of interest or concern.

	person submitting the complaint or concern. 6. An attempt will be made to answer questions addressed to the Board. In those cases where an answer is not provided a contact from an appropriate school district official will be made as a follow-up. 7. A handout on the purpose of school board meetings and the meeting process is available at each school board meeting. 8. Citizens may be asked to address the school board on a particular subject during the discussion of that item. 9. The School Board Chairperson will attempt to reasonably honor requests to speak, but shall also exercise discretion with regard to time constraints and therefore may limit the number of requests to speak accordingly.	
C.	INFORMATION ITEMS	No discussion
D.	DISCUSSION ITEMS	An instructional report, first reading of new policies, etc.
E.	OPERATIONAL ITEMS	All non-personnel action items.
F.	BOARD FORUM	Board “news”; same rules as Public Forum
G.	ADJOURNMENT	

AGENDA ITEM: **School Board Members' Compensation for 2021**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

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

White Bear School Board members were compensated at the following rates in 2020:

Year	Chair	Vice-Chair	Clerk	Treasurer	Members
2020	\$5,450	\$5,250	\$5,450	\$5,250	\$5,050

RECOMMENDED ACTION:

The School Board recommends to keep the same compensation levels for 2021.

Year	Chair	Vice-Chair	Clerk	Treasurer	Members
2021	\$5,450	\$5,250	\$5,450	\$5,250	\$5,050

AGENDA ITEM: **Action on Regular and Work Session Meeting
Schedule for 2021**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

At the organizational meeting of the White Bear Lake Area School Board the School Board members approve the Regular and Work Session Meeting Schedule for January 2021 to August 2022.

Attached is the recommended January 2021 to August 2022 Meeting Schedule.

RECOMMENDED ACTION:

Approve the Regular and Work Session Meeting Schedule for January 2021 to August 2022.

2021-2022 Meeting Schedule
White Bear Lake Area School Board
District Center, 4855 Bloom Avenue, White Bear Lake

Date	Meeting Type	Tentative Time*	Location
January 11, 2021	Organizational and Regular	5:30 p.m.	District Center – Room 112
January 25, 2021	Work Session	5:30 p.m.	District Center – Room 112
February 8, 2021	Regular	7:00 p.m.	District Center – Room 112
February 22, 2021	Work Session	5:30 p.m.	District Center – Room 112
March 1, 2021**	Regular	7:00 p.m.	District Center – Room 112
March 22, 2021	Work Session	5:30 p.m.	District Center – Room 112
April 12, 2021	Regular	7:00 p.m.	District Center – Room 112
April 26, 2021	Work Session	5:30 p.m.	District Center – Room 112
May 10, 2021	Regular	7:00 p.m.	District Center – Room 112
May 24, 2021***	Work Session	5:30 p.m.	District Center – Room 112
June 14, 2021	Regular	7:00 p.m.	District Center – Room 112
July 12, 2021	Regular	7:00 p.m.	District Center – Room 112
August 9, 2021	Regular	7:00 p.m.	District Center – Room 112
August 23, 2021	Work Session	5:30 p.m.	District Center – Room 112
September 13, 2021	Regular	7:00 p.m.	District Center – Room 112
September 27, 2021	Special Meeting Work Session	5:30 p.m. 5:40 p.m.	District Center – Room 112
October 11, 2021	Regular	7:00 p.m.	District Center – Room 112
October 25, 2021	Work Session	5:30 p.m.	District Center – Room 112
November 8, 2021	Regular	7:00 p.m.	District Center – Room 112
November 22, 2021	Work Session	5:30 p.m.	District Center – Room 112
December 13, 2021	Regular	7:00 p.m.	District Center – Room 112
January 10, 2022	Organizational and Regular	7:00 p.m.	District Center – Room 112
January 24, 2022	Work Session	5:30 p.m.	District Center – Room 112
February 14, 2022	Regular	7:00 p.m.	District Center – Room 112
February 28, 2022	Work Session	5:30 p.m.	District Center – Room 112
March 14, 2022	Regular	7:00 p.m.	District Center – Room 112
March 28, 2022	Work Session	5:30 p.m.	District Center – Room 112
April 11, 2022	Regular	7:00 p.m.	District Center – Room 112
April 25, 2022	Work Session	5:30 p.m.	District Center – Room 112
May 9, 2022	Regular	7:00 p.m.	District Center – Room 112
May 23, 2022	Work Session	5:30 p.m.	District Center – Room 112
June 13, 2022	Regular	7:00 p.m.	District Center – Room 112
July 11, 2022	Regular	7:00 p.m.	District Center – Room 112
August 8, 2022	Regular	7:00 p.m.	District Center – Room 112
August 22, 2022	Work Session	5:30 p.m.	District Center – Room 112

**If a School Board meeting is cancelled or held virtually due to inclement weather or other unforeseen circumstances, the meeting time and date may be adjusted.*

***March 2021 Regular School Board meeting is scheduled for the first Monday in March because spring break starts the second Monday of March.*

**** May 2021 Work Session School Board meeting is scheduled for the third Monday in May because the fourth Monday in May is a holiday.*

Approved by the School Board on _____

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

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for Finance & Operations;**
Andi Johnson, Director of Finance

Background:

Be it resolved by the School Board of Independent School District #624, White Bear Lake, MN, that the following bank accounts are designated as official depositories January 11, 2021 to January 10, 2022 and that the authorized signers and those designated to electronically transfer funds shown be approved.

<u>Account Name</u>	<u>Bank Name</u>	<u>Authorized Signers</u>
General Account	MSDLAF US Bank	*Board Chair *Board Clerk *Board Treasurer
Business Account	Bremer Bank	Wayne A. Kazmierczak Timothy Wald Andrea Johnson
Cafeteria Account	Bremer Bank	Wayne A. Kazmierczak Timothy Wald Andrea Johnson
Dist. Petty Cash Acct	Bremer Bank	Wayne A. Kazmierczak Timothy Wald Andrea Johnson
Central Petty Cash	Bremer Bank	Cathryn Peterson Timothy Wald Andrea Johnson

Sunrise Petty Cash	Bremer Bank	Christina Pierre Timothy Wald Andrea Johnson
North Petty Cash	Bremer Bank	Angela Nelson Dion Harriman Timothy Wald
South Petty Cash	Bremer Bank	Donald Bosch Carrie Barth Timothy Wald

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

Electronic Transfers

The following individuals are authorized to initiate electronic transfers from the above designated accounts:

Wayne A. Kazmierczak
Timothy Wald
Andrea Johnson
Seth Mader
Jenna Battaglia

RECOMMENDED ACTION:

Move to approve the revised list of official depositories for School District funds and authorized bank accounts and signatures for 2021.

AGENDA ITEM: **Action on Annual Resolution Authorizing
Administration to Contract for Budgeted Items**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Minnesota Statutes section 123B.52 addresses the Superintendent's and Business Manager's authority to lease, purchase, and contract for goods and services. In our Administration, the title of the business manager is Assistant Superintendent for Finance and Operations. Specifically, subdivision 2 states, "The board may authorize its superintendent or business manager to lease, purchase, and contract for goods and services within the budget as approved by the board." The Board's delegation of authority under this provision applies so long as the estimated amount of a transaction does not exceed \$175,000. In those instances, the Board must explicitly authorize the transaction. The statute changed during the 2018 legislative session and moved the threshold to \$175,000 from \$100,000. The Board renews this authority to enter into contracts at its annual organizational meeting in January.

RECOMMENDED ACTION:

Move to confirm the School Board's understanding that the Superintendent and Assistant Superintendent for Finance and Operations have been duly authorized to lease, purchase, and contract for goods and services within the budget as approved by the Board in amounts up to \$175,000 and restatement of authorization for the same pursuant to Minnesota Statutes section 123B.52, subdivision 2.

AGENDA ITEM: **Action on Official Publication for the School District for 2021**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

In past years, legal notices and minutes have been published in the White Bear Press. In addition, the full minutes are available on the district's website www.isd624.org.

A proposal has been submitted by Press Publications to name the White Bear Press as the official school district/legal publication newspaper for 2021. The White Bear Press will increase from \$18.24 per column inch, in 7-point type at 9 lines per inch to \$19.42 per column inch, in 7-point type at 9 lines per inch. They will provide a discounted rate for the Vadnais Heights Press and The Citizen for a second insertion rate of \$9.81 per column inch for both papers.

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

RECOMMENDED ACTION:

Move to approve the White Bear Press as the legal publication for the White Bear Lake Area Public Schools for 2021.

AGENDA ITEM: **Action on Appointment of Compliance Officers**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

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

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

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

District ADA/504 Coordinator:

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

District Human Rights Officer:

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

Title IX Coordinator:

Dr. Alison Gillespie
Assistant Superintendent for Teaching and Learning
White Bear Lake Area Public Schools
4855 Bloom Avenue
White Bear Lake, MN 55110

RECOMMENDED ACTION:

Move to approve the appointment of Matthew Mons, Director of Human Resources, as the District Human Rights Officer, Dr. Alison Gillespie as the Title IX Coordinator, and Lisa Ouren, Director of Student Support Services, as the District ADA/504 Coordinator in conformance with School Board policies.

AGENDA ITEM: **Action on Local Education Agency
Authorization**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

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

RECOMMENDED ACTION:

To authorize Dr. Wayne Kazmierczak as the Local Education Agency (LEA) representative for the purpose of reviewing and approving documents required for compliance to federal programs included in the Elementary and Secondary Education Act (ESEA) for 2021.

AGENDA ITEM: **Action on Designation of Legal Counsel**
MEETING DATE: **January 11, 2021**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

At our organizational meeting we advise that the School Board of White Bear Lake Area Public Schools designates: *Knutson, Flynn and Deans; Ratwik, Roszak, and Maloney; Rupp, Anderson, Squires and Waldsperger, P.A.; and others as needed* as our legal counsel for calendar year 2021. Mathew Mons, Director of Human Resources, will also be acting as our general counsel.

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

RECOMMENDED ACTION:

Approve *Knutson, Flynn and Deans; Ratwik, Roszak, and Maloney; Rupp, Anderson, Squires and Waldsperger, P.A.; and others as needed* for 2021. The School Board approves authorized personnel to contact legal counsel, including: school board chair, school board vice-chair, superintendent, assistant superintendent for teaching and learning, assistant superintendent for finance and operations, director of human resources, director of student support services, director of community services, director of communications and community relations, and director of technology and innovation.

AGENDA ITEM: **Action on Appointment of Representative For
Equity Alliance MN**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Each year the White Bear Lake Area School Board appoints a member of our school board to serve on the Equity Alliance MN Board. We recommend that Jessica Ellison be appointed to serve on the Equity Alliance MN Board for 2021.

RECOMMENDED ACTION:

The School Board appoints Jessica Ellison as White Bear Lake Area School's representative to Equity Alliance MN for 2021.

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

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Each year the White Bear Lake Area School Board appoints a member of our school board to serve on the Intermediate School District 916. Currently Kim Chapman serves on this board and we recommend that he continues to serve on the Intermediate School District 916 board for 2021.

RECOMMENDED ACTION:

The School Board appoints Kim Chapman as White Bear Lake Area School's representative to Intermediate School District 916 School Board for 2021.

AGENDA ITEM: **Approval of 2021-22 School Year Calendar**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning**

BACKGROUND:

Each year, district leadership works with the School Board to discuss instructional needs that can be addressed through calendar decisions. The 2021-22 calendar was discussed at the November 23 work-study meeting. Tonight, Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning will present the 2021-22 calendar for approval. The 2022-2023 calendar will be presented for discussion within the next couple months as construction timelines and project staging are being finalized.

Additionally, in order to conduct school district activities on Indigenous Peoples Day and Veterans Day, the District must pass a resolution to authorize such action.

RECOMMENDED ACTION:

Approve the 2021-22 School Year Calendar by passing the following resolution.

RESOLUTION:

BE IT RESOLVED by the School Board of Independent School District 624 that the attached school year calendar be approved and adopted for 2021-22 and that pursuant to Minn. Stat. §645.44, Subd. 5, the School Board of Independent School District 624 has determined that Indigenous Peoples Day is not a legal holiday, and therefore, public business, including School Board and informational meetings, may be transacted on that day. Additionally, schools will be open on Veterans Day and in accordance with state statute will have at least one hour of activities in observance of Veterans Day.



White Bear Lake Area Schools

August 23-24 New Teacher Orientation
 August 30 Convocation
 August 31 Teacher Work and Staff Development

September 1-2 Teacher Work and Staff Development
 September 6 Labor Day
 September 7 First Day of School (6-12+)
 September 8 First Day of School (1-5)
 September 9 First Day of School (K)
 September 13 First Day Early Childhood Programs

October 20 Non Student Day*
 October 21-22 No School—Education Minnesota Conf.

November 1-2 Non Student Days*
 November 12 End of First Quarter
 November 24-26 No School - Thanksgiving Break

December 22-31 No School - Winter Break

January 1 New Years Day
 January 3 School Resumes
 January 14 Non Student Day for PreK-5*
 January 17 No School - MLK, Jr. Day
 January 27 End of Second Quarter/First Semester
 January 28 Non Student Day*

February 7 Non Student Day*
 February 21 No School -Presidents' Day

March 7- 11 No School - Spring Break

April 8 End of Third Quarter
 April 15 Non Student Day*
 April 25 Non Student Day*

May 30 No School - Memorial Day

June 10 Last Day of School
 June 13 PreK-12+ Work Day

* Non Student Days—Staff engage in curriculum work, professional learning and instructional delivery, assessment reporting, conferences and communication with parents.

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First/Last Day of School

No School for Students

Parent/Teacher Conference/Communication

End of Quarter/Semester

District Center Closed

AGENDA ITEM: **Middle School Programming**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Alison Gillespie, Assistant Superintendent
for Teaching and Learning**

BACKGROUND:

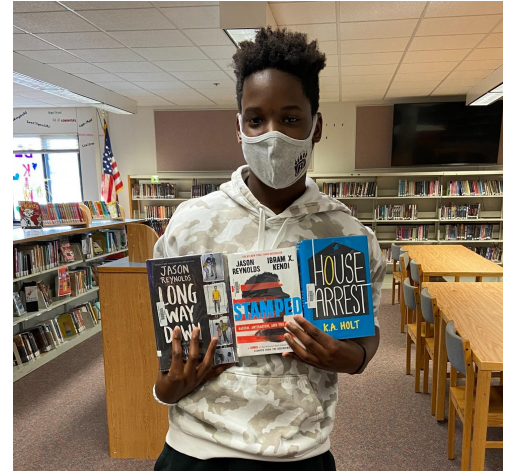
As we continue reviewing our Middle School programming to ensure alignment to our strategic plan and that we address essential learning needs of each of our students, Director of Curriculum and Instruction Jen Babiash and Middle School Principals Cathryn Peterson and Christina Pierre presented recommendations for additional modifications to middle school Language Arts programming at the December 14, 2020 School Board Meeting.

RECOMMENDED ACTION:

Approve the recommendations for modifications to middle school Language Arts programming.

Updates on Literacy 6 & 7

- All 6th and 7th grade students take:
 - Language Arts (full year)
 - Reading to Learn
 - Literacy (1½ year)
 - Writing (composition)



Recommendation: Enriched LA for All

- Language Arts and Enriched Language Arts have become redundant
- Both courses have the same range of ability, as we have challenge by choice in middle school
- Teachers already differentiate to individuals and small groups in both courses
- Having one course makes the schedule work better for all students, especially those with specialized schedules (Adv. Math, Band, Orchestra, EL, Special Ed, etc.)
- Having one Language Arts course allows more collaboration among staff
- Both courses teach the same MN State Standards

AGENDA ITEM: **Policy 430, Employee/Visitor ID Badge**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Maurer, Director of Community Services**

BACKGROUND:

School Board Policy 430, Employee/Visitor ID Badge, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in December and is being recommended for a second reading. The changes to this policy are in section II, throughout section III and section IV.

The purpose of this policy is to acknowledge staff and visitor identification cards are the primary way for a student to know whether the adult they encounter is authorized to be in the building. All staff members and visitors will be issued and must display an identification card that is supplied by the district.

RECOMMENDED ACTION:

Approve School Board Policy 430, Employee/Visitor ID Badge, as recommended by the School Board Policy Committee and Cabinet.

430 EMPLOYEE/VISITOR ID BADGE

I. PURPOSE

Staff and visitor identification cards are the primary way for a student to know whether the adult they encounter is authorized to be in the building. All staff members and visitors will be issued and must display an identification card that is supplied by the district.

II. DEFINITION

"Identification card" means is the staff ID badge identity card produced by the White Bear Lake Area School District for each staff member and the . A visitor card will be distributed to building visitors.

III. PROCESS

A. Distribution

Staff -- each staff member will be issued one card at the beginning of each school year. New staff members starting at other times during the year will be issued a card prior to the start of employment.

Visitors -- all visitors to the building during the school day will be issued a visitor card to be displayed while in the building or during any activity. Visitors will return their card prior to leaving the building.

B. Staff members must wear their ID badge:

- when in school buildings or on school grounds.
- while accompanying students as a part of an off-grounds district activity.
- during any official activity as a representative of the school district.

C. If a staff member does not have his/her badge card available for display under the condition described above, a temporary numbered badge card will be issued until the badge card is replaced or recovered.

D. The district may charge for the cost to replace any ID badge card which was lost at replacement cost level.

E. ID badges Cards may be reclaimed by the district administration according to procedures communicated to all employees.

IV. VIOLATIONS

Disciplinary measures may occur for failure to follow School Board policy.

AGENDA ITEM: **Policy 517, Student Recruiting**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Alison Gillespie, Assistant Superintendent
of Teaching and Learning**

BACKGROUND:

School Board Policy 517, Student Recruiting, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in December and is being recommended for a second reading. The changes to this policy are in section II, A; and section IV.

The purpose of this policy is to prevent school district employees from exerting undue influence for purposes of securing or retaining the attendance of a student in a school.

RECOMMENDED ACTION:

Approve School Board Policy 517, Student Recruiting, as recommended by the School Board Policy Committee and Cabinet.

517 STUDENT RECRUITING

I. PURPOSE

The purpose of this policy is to prevent school district employees from exerting undue influence for purposes of securing or retaining the attendance of a student in a school.

II. GENERAL STATEMENT OF POLICY

- A. ~~It is the~~ **The** policy of the school district **is** to encourage employees to make available to all interested people information regarding the school district, its schools, programs, policies, and procedures. The purpose of such activity is to assist in the process of fully informed decision making regarding school enrollment and to enhance the visibility and image of the school district.
- B. At the same time, the school district recognizes that the scope of such activity is limited by statutory authority and bylaws of the Minnesota State High School League. Accordingly, it shall be a violation of this policy for employees to exert undue influence for purposes of securing or retaining the attendance of a student in a school or to compete with another school district for the enrollment of students.
- C. Employees are further prohibited from encouraging others to engage in such conduct on behalf of the school district.

III. DEFINITION

- A. The terms “undue influence” or “competing for enrollment” shall include initiating any oral or written contact with a student from another school district who participates in a school-sponsored sport.
- B. The terms shall also include the awarding of tuition, allowance for board and/or room, allowance for transportation, priority in assignments of jobs, cash or gifts in any form, or any other privilege or consideration if not similarly available to all students.

IV. PROCEDURES

- A. The **School Board** ~~school board~~ shall adopt, by resolution, specific standards for acceptance and rejection of applications for open enrollment. Standards may include the capacity of a program, class, school building or the statutory limits to nonresident enrollment in a

particular grade level. Standards may not include previous academic achievement, athletic or other extracurricular ability, disabling conditions, proficiency in the English language, or previous disciplinary proceedings, or the student's district of residence.

- B. Employees who violate the provisions of the policy shall be subject to disciplinary action as appropriate. Any such disciplinary action shall be made pursuant to and in accordance with ~~applicable~~ statutory authority, collective bargaining agreements, ~~and~~ school district policies, and the bylaws of the Minnesota High School League, as applicable.

Legal References: Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. State High School League Bylaws

Cross References: WBLASB Policy 509 (Enrollment of Nonresident Students)
MSBA Service Manual Chapter 6, District Education Program
(A-6: Enrollment Options Program)

AGENDA ITEM: **Policy 518, DNR-DNI Orders**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Lisa Ouren, Director of Student Support Services**

BACKGROUND:

School Board Policy 518, DNR-DNI Orders, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in December and is being recommended for a second reading. The changes to this policy are in section II, E.

The purpose of this policy is to provide guidance to school district staff and parents or guardians in these situations.

RECOMMENDED ACTION:

Approve School Board Policy 518, DNR-DNI Orders, as recommended by the School Board Policy Committee and Cabinet.

518 DNR-DNI ORDERS

I. PURPOSE

The school district recognizes that it is serving students with complex health needs. The school district also recognizes that school district staff may be confronted with requests to withhold emergency care of a student in the event of a life-threatening situation at school or school activities or be presented with Do Not Resuscitate/Do Not Intubate (DNR-DNI) orders. The purpose of this policy is to provide guidance to school district staff and parents or guardians in these situations.

II. GENERAL STATEMENT OF POLICY

- A. The primary mission of the school district is education. DNR-DNI orders are medical documents. School district staff will not accept or honor requests to withhold emergency care or DNR-DNI orders. The school district will not convey such orders to emergency medical personnel.
- B. School district staff will provide reasonable emergency care and assistance when a student is undergoing a medical emergency during school or school activities.
- C. School district staff will activate emergency medical services (911) as soon as possible when a student is undergoing a medical emergency during school or school activities.
- D. The parent/guardian will be notified of the emergency as soon as possible.
- E. Notwithstanding this school district policy, IEP and § Section 504 teams must develop individualized medical emergency care plans for students when indicated in **compliance** ~~keeping appropriate in accordance~~ with state and federal law.
- F. Parents/guardians who request that emergency care be withheld for their child or who present DNR-DNI orders shall be advised of and shall be given a copy of this policy.

Legal References: 29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, §504)
42 U.S.C. §§ 12101-12213 (Americans with Disabilities Act)

Cross References:

AGENDA ITEM: **Policy 607, Organization of Grade Levels**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Alison Gillespie, Assistant Superintendent
of Teaching and Learning**

BACKGROUND:

School Board Policy 607, Organization of Grade Levels, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in December and is being recommended for a second reading. The changes to this policy are in section II, and III; and a Legal Reference was added.

The purpose of this policy is to address the grade level organization of schools within the school district.

RECOMMENDED ACTION:

Approve School Board Policy 607, Organization of Grade Levels, as recommended by the School Board Policy Committee and Cabinet.

607 ORGANIZATION OF GRADE LEVELS

I. PURPOSE

The purpose of this policy is to address the grade level organization of schools within the school district.

II. GENERAL STATEMENT OF POLICY

- A. ~~It is the policy of the school district to address the groupings of grade levels as recognized in Minnesota Statutes § 120A.05 (public schools), as follows:~~

The policy of the school district is to address the groupings of grade levels as recognized in Minn. Stat. § 120A.05, as follows:

Elementary: Grades K through 5 Grades prekindergarten through 5

Middle: Grades 6 through 8

Senior High: Grades 9 through 12

- B. The superintendent may seek School Board ~~school board~~ approval to administer certain programs on a nongraded basis or a design different from that indicated. Program proposals that seek school board approval must meet all state requirements and reflect the rationale for the modification.

- C. The school district may request documentation that verifies a student falls within the school's minimum and maximum age requirements for admission to publicly funded prekindergarten, preschool, kindergarten, or grades 1 through 12. Documentation may include a passport, a hospital birth record or physician's certificate, a baptismal or religious certificate, an adoption record, health records, immunization records, immigration records, previously verified school records, early childhood screening records, Minnesota Immunization Information Connection records, or an affidavit from a parent.

III. DEFINITIONS

- A. "Kindergarten" means a program designed for students five years of age on September 1 of the calendar year in which the school year commences that prepares students to enter first grade the following school year.

- B. "Prekindergarten" means a program designed for students younger than five years of age on September 1 of the calendar year in which the school year commences that prepares students to enter kindergarten the following school year.

Minn. Stat. § 120A.20, Subd. 4 (Verification of Age for Admission to Public School)

Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)

Cross References:

AGENDA ITEM: **Action on Approval of Property Purchase Agreement**

MEETING DATE: **January 11, 2021**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The School Board has discussed the acquisition of property near the high school site if it is beneficial to the plan and as properties become available. A property owner near the high school site has approached the district with a proposal to purchase their property.

If needed, the purchase agreement will be discussed in closed session pursuant to Minn. Stat. 13D.05, subd. 3(c) to consider an offer to purchase property identified as PID #143022120015, located in the City of White Bear Lake, Ramsey County, State of Minnesota prior to tonight's vote.

RECOMMENDED ACTION:

Move to approve the purchase agreement for the property described as PID #143022120015 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.

School Board Chair _____ Date: _____

School Board Clerk _____ Date: _____