

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
MEETING PACKET**

April 11, 2022

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: April 6, 2022

A meeting of the White Bear Lake Area School Board will be held on **Monday, April 11, 2022** at 5:30 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN. This meeting will be open to the public.

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
 - g) Quarterly Investment Update

B. PUBLIC FORUM

Listed below are the procedures for addressing the School Board on a topic of interest or concern.

1. Speakers must reside in the District, be a guardian of a student(s) in the District, be a student in the District or be employed by the District. The School Board will give priority to individuals who wish to address a specific item that is on the agenda for that meeting. After this priority has been applied, any remaining openings to speak - up to the total of ten individuals - will be determined by lot.
2. Public Forum will be open for up to 30 minutes. (3 minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic). Speakers are encouraged to avoid repeating comments that other speakers have made.
3. Those who wish to address the School Board must submit a written request to speak before 3:00 pm on the day of the School Board meeting. Requests must be submitted to the following email address: publiccomment@isd624.org, or by phone at 651-407-7563.

4. The School Board Chair will call speakers to the microphone and will recognize one speaker at a time. Speakers must be in person to be recognized. Only those individuals who have been recognized by the School Board Chair will be allowed to speak during the public comment period.
5. School District policy and data privacy laws preclude the School Board from publicly discussing personnel and student matters or data, including information, which, if discussed in a public meeting could violate law or policy.
6. Members of the public may not engage in conduct that materially and substantially disrupts any part of a School Board meeting, or that otherwise impedes the School Board's ability to conduct its business in an orderly and efficient fashion.
7. If a speaker violates any of the established procedures or engages in any prohibited conduct, the Board Chair will rule the speaker out of order.
8. An appropriate school district official may be assigned to contact the speaker with answers to their questions or with follow-up information.
9. A handout on the purpose of the Public Forum and the process is available at each regular School Board meeting.
10. Citizens may be asked to address the School Board on a particular subject during the discussion of that item.

C. INFORMATION ITEMS

1. Student Recognition
2. Superintendent's Report

D. DISCUSSION ITEMS

1. First Reading of School Board Policies:
 - a. Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse
 - b. Policy 415, Mandated Reporting of Maltreatment of Vulnerable Adults
 - c. Policy 427, Workload Limits for Certain Special Education Teachers
 - d. Policy 508, Extended School Year for Certain Students With Individualized Education Programs
 - e. Policy 534, Unpaid Meal Charges
 - f. Policy 707, Transportation of Public Students
 - g. Policy 710, Extracurricular Transportation
 - h. Policy 711, Video Recording on School Buses
 - i. Policy 712, Video Surveillance Other Than on Buses

E. OPERATIONAL ITEMS

1. Action on Bids for ALC Phase 2
2. Action on Tentative Agreement 2021-23 FY with White Bear Lake School Nutrition Association

3. Action on Resolution for Withdrawal from Equity Alliance-MN
4. Action on School Board Policies:
 - a. Policy 404, Employment Background Checks
 - b. Policy 405, Veterans Preference
 - c. Policy 406, Public and Private Personnel Data
 - d. Policy 410, Family and Medical Leave Act and District Leaves of Absence Policy
 - e. Policy 501, School Weapons Policy
 - f. Policy 507, Corporal Punishment
 - g. Policy 526 Hazing Prohibition
 - h. Policy 531, The Pledge of Allegiance
 - i. Policy 706, Acceptance of Gifts
 - j. Policy 720, Vending Machines

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **April 11, 2022**
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
- g) Quarterly Investment Report

RECOMMENDED ACTION:

BE IT RESOLVED by the School Board of Independent School District No. 624 that Consent Agenda items, A-5a through A-5g, be approved as written, and a copy of the agenda items is attached to the minutes.

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **April 11, 2022**
SUGGESTED DISPOSITION: **Action Item**
CONTACT PERSON(S): **Angela Thompson, 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, March 14, 2022** at 5:30 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN. This meeting was open to the public and a recording is posted on the website.

AGENDA

A. PROCEDURAL ITEMS

1. Chair Ellison called the meeting to order at 5:30 p.m.
2. Roll Call - Present: Beloyed, Daniels, Ellison, Newmaster, Streiff Oji, Thompson.
Absent: Arcand.
Ex-Officio: Dr. Wayne Kazmierczak
3. Pledge of Allegiance
4. Newmaster moved and Beloyed seconded to approve the agenda as presented.
Voice vote: Ayes, Beloyed, Daniels, Ellison, Newmaster, Streiff Oji, Thompson. Nays, none. Motion carried.
5. Beloyed moved and Streiff-Oji seconded to approve the consent agenda consisting of:
 - a) Minutes for regular Board meeting on February 14, 2022, and February 28, 2022;
 - b) Invoices based upon a random sample, all of which met the standards and guidelines as set by the School Board;
 - c) Correspondence
 - d) Resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - e) Field trips;
 - f) Resolution regarding personnel items to include:
 - **RESIGNATION/TERMINATION/NON-RENEWAL – CLASSIFIED STAFF**
 - NICHOLE ZELINSKI – Instructional Assistant - Matoska Elementary
Employed by District 624 since 02/16/2022
Effective Date: 02/18/2022
 - CHERYL STETTNER – OST Program Assistant, Oneka Elementary
Employed by District 624 since 08/27/2007
Effective Date: 02/08/2022
 - **CHANGE IN ASSIGNMENT – NON-AFFILIATED**
 - HEIDI FASHINGBAUER – From Nutrition Services Assistant - WBLAHS - South Campus
To Out of School Time Activity Leader - Hugo Elementary
\$40,081.60 (prorated \$15,261.84)
Effective Date: 02/14/2022
 - **CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**
 - JADE BOEKE – OST Program Assistant Leader - Oneka Elementary
Increase in hours, from 24.99 hrs to 29.99 hrs week
Effective Date: 01/24/2022

LAUREN BOEKE – OST Program Assistant Leader - Oneka Elementary

Increase in hours, from 22.49hrs to 24.99 hrs week

Effective Date: 01/24/2022

JAMES STOFFEL – From Head Engineer - Multiple Sites

To Assistant Head Engineer - Multiple Sites

From \$26.73 To \$25.29

Effective Date: 02/07/2022

MARY JOANNE VOSS – Nutrition Service Assistant - WBLAHS - South Campus

Increase in hours, from 23.75 hrs to 27.5 hrs week

Effective Date: 02/22/2022

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

SUSAN BOWEN – NS Assistant - WBLAHS - South Campus

Increase in hours, from 28.75 hrs to 35 hrs week

Effective Date: 02/14/2022 - 06/10/2022

ALICIA MAHMOOD – NS Assistant - WBLAHS - North Campus

Increase in hours, from 21.25 hrs to 23.35 hrs week

Effective Date: 02/14/2022 - 06/10/2022

ANDREA OSBORNE – From NS Assistant - Matoska Elementary

To NS Assistant Manager - WBLAHS - South Campus & ALC

Effective Date: 02/14/2022 - 06/10/2022

RICHARD WILCOX – From Facility and Maintenance - District Wide

To Head Engineer Multiple Sites - WBLAHS South Campus and ALC

Effective Date: 02/14/2022

NICOLE WIMMER – NS Assistant - WBLAHS - North Campus

Increase in hours, from 21.25 hrs to 28.75hrs week

Effective Date: 02/14/2022

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

JESSICA HOSMER– Intervention Teacher-Matoska Elementary, DLA

From .7 To .85 FTE

Effective Date: 02/08/2022

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

ANGELA KLEVAN – 1st Grade Teacher - Otter Lake Elementary

Employed by the District 624 since 08/26/2010

Effective Date: 2022-2023 School Year

➤ **NEW PERSONNEL – NON-AFFILIATED**

ZEEBO KAROUSO – Youth Enrichment and Development Specialist -District Center

40 hrs, \$68,000 annually

Effective Date: 03/21/2022

➤ **NEW PERSONNEL – CLASSIFIED STAFF**

TERESA ANDERSON – Nutrition Service Assistant - Central Middle School

\$15.70 per hr., 18.75 hrs. per wk., \$4,592.25

Effective Date: 02/14/2022

JENNIFER CULVER – Early Childhood Assistant - Vadnais Heights Elementary

\$19.66 per hr., 15 hrs. per wk., \$5,898

Effective Date: 02/24/2022

SIMON HOEHN – Lunchroom Assistant - Vadnais Heights Elementary

\$18.89 per hr., 11.25 hrs. per wk., \$ 2,932.67

Effective Date: 02/24/2022

SIMON HOEHN – OST Program Assistant - Vadnais Heights Elementary

\$15.50 per hr., 27.25 hrs. per wk., \$7,687.22

Effective Date: 02/24/2022

VALENTINE JOHNSON – Assistant Head Engineer Building B - Vadnais Heights Elementary

\$22.45 per hr. Plus \$0.30 shift differential, 40 hrs. per wk., \$16,197.99

Effective Date: 02/28/2022

JACQUELINE KEANE – Early Childhood Assistant - Vadnais Heights Elementary

\$19.66 per hr., 15 hrs. per wk., \$5,898

Effective Date: 02/24/2022

JACK LONGFELLOW – Lunchroom Assistant - Vadnais Heights Elementary

\$18.89 per hr., 17.5 hrs. per wk., \$4,561.93

Effective Date: 02/25/2022

JACK LONGFELLOW – OST Program Assistant - Vadnais Heights Elementary

\$15.50 per hr., 27.25 hrs. per wk., \$4,185

Effective Date: 02/25/2022

EMILY ST MARTIN – Nutrition Service Assistant - WBLAHS - South Campus

\$15.70 per hr., 18.75 hrs. per wk., \$4,827.75

Effective Date: 02/08/2022

APRIL MARX – Paraeducator - Matoska Elementary

\$20.14 per hr., 32.5 hrs. per wk., \$8,247.33

Effective Date: 03/14/2022

RACHEL MOORE – Early Childhood Assistant - Otter Lake Elementary

\$19.66 per hr., 26.5hrs. per wk., \$7,640.58

Effective Date: 02/14/2022

MALERIE SCHMIDT – Student Supervisor - Central Middle School

\$19.53 per hr., 37.25 hrs. per wk., \$10,475.89

Effective Date: 02/22/2022

ALLYSE SMETAK – Behavior Management - Hugo and Oneka Elementary

\$19.66 per hr., 32.5 hrs. per wk., \$8,050.76

Effective Date: 03/14/2022

JAEMIE WILL – Nutrition Service Assistant - Sunrise Park Middle School

\$15.70 per hr., 17.5hrs. per wk., \$9,891.00

Effective Date: 02/14/2022

NICHOLE ZELINSKI – Instructional Assistant - Matoska Elementary

\$19.66 per hr., 26.5hrs. per wk., \$7,971.26

Effective Date: 02/16/2022

➤ **LONG TERM SUBSTITUTE – CERTIFIED STAFF**

SARA GOOS – Kindergarten Teacher - Willow Lane Elementary

MA, Step 1, \$ 17,643.86 1.0 FTD

Effective Date: 03/14/2022 - 06/10/2022

ANN HARRIS – Speech Language Pathologist - Hugo Elementary

MA, Step 7, \$5,258.88 .2 FTE

Effective Date: 02/14/2022 - 06/10/2022

Roll call vote: Ayes, Beloyed, Daniels, Ellison, Newmaster, Strieff Oji, Thompson. Nays, none. Motion carried.

B. PUBLIC FORUM - Tyler Krogen, Jordan Fry

C. INFORMATION ITEMS

1. Student Recognition - Participants in the Scholastic Art Awards, National High School Cheerleading Championship, Girls Gymnastics State Tournament, and Boys Alpine Skiing State Tournament were recognized and congratulated by Dr. Kazmierczak.
2. Superintendent's Report - Bemnet Tessema, Student Liaison, spoke about the Girls Basketball State Tournament, and the senior class shirt design. Dr. Kazmierczak welcomed the group back from spring break. He spoke about March recognitions, the Girls Basketball State Tournament upcoming game, and Kindergarten enrollment.

D. DISCUSSION ITEMS

1. Sale of General Obligation School Building Bonds, Series 2022A - Andi Johnson, Director of Finance was joined by Shelby McQuay, Senior Municipal Advisor from Ehlers, Inc., to report on the sale.
2. FY 2022-23 Proposed Budget Adjustments - Matt Mons, Director of Human Resources and General Counsel, and Andi Johnson, Director of Finance provided a summary of the budget adjustment recommendations.
3. First Reading of School Board Policies; a) Policy 404, Employment Background Checks, b) Policy 405, Veterans Preference c) Policy 406, Public and Private Personnel Data, d) Policy 410, Family and Medical Leave Act and District Leaves of Absence Policy, e) Policy 501, School Weapons Policy, f) Policy 507, Corporal Punishment, g) Policy 526 Hazing Prohibition, h) Policy 531, The Pledge of Allegiance, i) Policy 706, Acceptance of Gifts, and j) Policy 720, Vending Machines. The policies listed above will be on the April 11, 2022 or subsequent agenda for a second reading.

E. OPERATIONAL ITEMS

1. Thompson moved and Newmaster seconded to approve the action on Sale of General Obligation School Building Bonds, Series 2022A in the amount of \$63,000,000. ***Roll call vote: Ayes, Beloyed, Daniels, Ellison, Newmaster, Streiff Oji, Thompson. Nays, none. Motion carried.***
2. Beloyed moved and Newmaster seconded to approve the action on Purchase of City of Hugo Public Works Site. ***Roll call vote: Ayes, Beloyed, Daniels, Ellison, Newmaster, Streiff Oji, Thompson. Nays, none. Motion carried.***
3. Streiff Oji moved and Beloyed seconded to approve the action on Bid for Birch Lake Elementary Domestic Water Piping Replacement Project in the amount of \$332,200. ***Roll call vote: Ayes, Beloyed, Daniels, Ellison, Newmaster, Streiff Oji, Thompson. Nays, none. Motion carried.***
4. Beloyed moved and Streiff Oji seconded to approve the action on Bid for WBLAHS - North Campus AV Package 27-A and 27-B in the amount of

\$1,045,802.84. **Roll call vote: Ayes, Beloyed, Daniels, Ellison, Newmaster, Streiff Oji, Thompson. Nays, none. Motion carried.**

5. Streiff Oji moved and Newmaster seconded to approve the action on Bid for Multi-Building AV & Classroom Technology Package in the amount of \$131,410. **Roll call vote: Ayes, Beloyed, Daniels, Ellison, Newmaster, Streiff Oji, Thompson. Nays, none. Motion carried.**
6. Thompson moved and Beloyed seconded to approve the action on School Board Policies, a) Policy 425, Staff Development, b) Policy 505, Distribution of Non-School-Sponsored Materials on School Premises by Students and Employees, c) Policy 610, Student Field Trips, Fees and Fines, and d) Policy 616, School District System Accountability. **Voice vote: Ayes, Beloyed, Daniels, Ellison, Newmaster, Streiff Oji, Thompson. Nays, none. Motion carried.**

F. BOARD FORUM

- G. ADJOURNMENT** - Beloyed moved and Streiff Oji seconded to adjourn the meeting at 6:41 p.m. **Voice vote: Ayes, Beloyed, Daniels, Newmaster, Streiff Oji, Thompson. Nays, none. Motion carried.**

Submitted by: Angela Thompson, clerk

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

A work session of the White Bear Lake Area School Board was held on **Monday, March 28, 2022** at 5:30 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN. This meeting was open to the public and a recording is posted on the website.

AGENDA

A. PROCEDURAL ITEMS

1. Call to Order - Chair Ellison called the meeting to order at 5:30 p.m.
2. Roll Call - Present: Daniels, Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed.

B. DISCUSSION ITEMS

1. Oneka Elementary Addition Design Update - Tim Wald, Assistant Superintendent for Finance and Operations, Lori Mosser, Oneka Elementary Principal and Sal Bagley from Wold Architects and Engineers provided an update on the Oneka Elementary Addition Design Update.
2. FY 2022-23 Budget Adjustments - Tim Wald, Assistant Superintendent for Finance and Operations, and Andi Johnson, Director of Finance presented the proposed FY 2022-23 budget adjustments that will be implemented as we plan for the 2022-23 school year.
3. School Board Communication Protocols Overview - The School Board's legal counsel, Mick Waldspurger, was in attendance to discuss School Board communication protocols.
4. Resolution Supporting Commitment to Equity and Inclusion - The School Board discussed the Resolution Supporting Commitment to Equity and Inclusion.

Ellison moved and Arcand seconded to amend the agenda and add an operational item to approve the Resolution Supporting Commitment to Equity and Inclusion. ***Voice vote: Ayes, Daniels, Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed. Nays, none. Motion carried.***

C. OPERATIONAL ITEMS

1. Beloyed moved and Streiff Oji seconded to approve the action on FY23 Budget Adjustments. ***Roll call vote: Ayes, Daniels, Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed. Nays, none. Motion carried.***
2. Beloyed moved and Newmaster seconded to approve the action on Resolution Proposing Placement of Continuing Contract Teachers on Unrequested Leave of Absence. ***Roll call vote: Ayes, Daniels, Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed. Nays, none. Motion carried.***
3. Arcand moved and Newmaster seconded to approve the action on Resolution Approving the Employment of a Board Member. ***Roll call vote: Ayes,***

- Daniels, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed. Nays, none. Abstentions, Ellison. Motion carried.***
4. Newmaster moved and Daniels seconded to approve the action on Resolution Approving the Employment of a Board Member. ***Roll call vote: Ayes, Daniels, Ellison, Newmaster, Streiff Oji, Thompson, Arcand. Nays, none. Abstentions, Beloyed. Motion carried.***
 5. Beloyed moved and Streiff Oji seconded to approve the action on Resolution Approving the Employment of a Board Member. ***Roll call vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed. Nays, none. Abstentions, Daniels. Motion carried.***
 6. Beloyed moved and Thompson seconded to approve the action on Resolution Supporting Commitment to Equity and Inclusion. ***Voice vote: Ayes, Daniels, Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed. Nays, none. Motion carried.***
- D. ADJOURNMENT** - Arcand moved and Streiff Oji seconded to adjourn the meeting at 7:59 p.m. ***Voice vote: Ayes, Daniels, Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed. Nays, none. Motion carried.***

Submitted by: Angela Thompson, clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **April 11, 2022**

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 - March 2022

		<u>3/15/2022</u>	<u>3/31/2022</u>
Direct Deposit	636423-638127	2,295,666.17	
Direct Deposit	638128-639588		2,259,206.23
<hr/>			
Wells Fargo	Debt service pymts	3/29/2022	818,675.00

CHECK NUMBER	VENDOR	CHECK AMOUNT	CHECK DATE	TYPE
117644	ROETTGER, DEBRA	(\$59.50)	3/7/2022	V
121202	INFORMATION & TECH EDUC OF MN	(\$280.00)	3/23/2022	V
122270	ST CROIX PREPARATORY ACADEMY	(\$1,875.00)	3/1/2022	V
122352	A+ DRIVING SCHOOL	\$13,200.00	3/1/2022	R
122353	ABEL, MATT	\$117.00	3/1/2022	R
122354	AI TECHNOLOGIES LLC	\$16,995.00	3/1/2022	R
122355	AJ MOORE ELECTRIC INC	\$296,632.95	3/1/2022	R
122356	ALLIED 100 LLC	\$396.00	3/1/2022	R
122357	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122358	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122359	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122360	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122361	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122362	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122363	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122364	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122365	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122366	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122367	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122368	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122369	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122370	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122371	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122372	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122373	AMAZON CAPITAL SERVICES	\$0.00	3/1/2022	C
122374	AMAZON CAPITAL SERVICES	\$7,066.17	3/1/2022	R
122375	AMERICAN STRUCTURAL METALS INC	\$250,856.05	3/1/2022	R
122376	AMERICAN TIME	\$1,172.90	3/1/2022	R
122377	ANCHOR SOLAR INVESTMENTS LLC	\$0.00	3/1/2022	C
122378	ANCHOR SOLAR INVESTMENTS LLC	\$3,512.11	3/1/2022	R
122379	ANDERSON, KEVVAN	\$118.00	3/1/2022	R
122380	APADANA	\$2,662.81	3/1/2022	R
122381	APPLE COMPUTER INC	\$2,897.00	3/1/2022	R
122382	ARAMARK UNIFORM SERVICES	\$0.00	3/1/2022	C
122383	ARAMARK UNIFORM SERVICES	\$256.06	3/1/2022	R
122384	ARTHUR J GALLAGHER & CO	\$407.00	3/1/2022	R
122385	ASL INTERPRETING SERVICES INC	\$132.00	3/1/2022	R
122386	ATC GROUP SERVICES LLC	\$4,257.13	3/1/2022	R
122387	THE BAKKEN MUSEUM	\$416.00	3/1/2022	R
122388	BARTHOLD	\$402.05	3/1/2022	R
122389	BEN'S STRUCTURAL FABRICATION INC	\$438,692.61	3/1/2022	R
122390	BLICK ART MATERIALS	\$0.00	3/1/2022	C
122391	BLICK ART MATERIALS	\$769.21	3/1/2022	R
122392	BLUE CROSS / BLUE SHIELD OF MN	\$9,177.00	3/1/2022	R
122393	THE BOELTER COMPANIES INC	\$20,748.49	3/1/2022	R
122394	BOWMAN, DON	\$64.00	3/1/2022	R

122395 BRADFIELD, REBEKAH	\$18.80	3/1/2022 R
122396 BRAUN INTERTEC CORPORATION	\$27,636.00	3/1/2022 R
122397 BRIN GLASS COMPANY	\$2,042.95	3/1/2022 R
122398 BRONNER, CHRISTIAN	\$118.00	3/1/2022 R
122399 BROWN, BRUCE	\$101.00	3/1/2022 R
122400 BSN SPORTS, LLC	\$1,545.00	3/1/2022 R
122401 CENTENNIAL HIGH SCHOOL	\$175.00	3/1/2022 R
122402 CENTURY COLLEGE	\$290.00	3/1/2022 R
122403 CHILDREN'S DEFENSE FUND	\$14,250.00	3/1/2022 R
122404 CINTAS CORP #470	\$162.80	3/1/2022 R
122405 CITY OF WHITE BEAR LAKE	\$0.00	3/1/2022 C
122406 CITY OF WHITE BEAR LAKE	\$11,303.55	3/1/2022 R
122407 CL BENSON CO INC	\$2,870.20	3/1/2022 R
122408 CLEAN IMAGE	\$729.75	3/1/2022 R
122409 CMRS-FP	\$6,000.00	3/1/2022 R
122410 COMMERCIAL DRYWALL INC	\$180,889.50	3/1/2022 R
122411 COMO LUBE & SUPPLIES	\$46.11	3/1/2022 R
122412 CONNEY SAFETY PRODUCTS LLC	\$128.94	3/1/2022 R
122413 CONTINENTAL RESEARCH CORP	\$0.00	3/1/2022 C
122414 CONTINENTAL RESEARCH CORP	\$4,737.64	3/1/2022 R
122415 CORRIGAN, WYATT	\$154.00	3/1/2022 R
122416 CUB FOODS OF WHITE BEAR TWSHP	\$0.00	3/1/2022 C
122417 CUB FOODS OF WHITE BEAR TWSHP	\$756.08	3/1/2022 R
122418 CUMMINS SALES AND SERVICE	\$326.24	3/1/2022 R
122419 DALCO CORPORATION	\$0.00	3/1/2022 C
122420 DALCO CORPORATION	\$0.00	3/1/2022 C
122421 DALCO CORPORATION	\$0.00	3/1/2022 C
122422 DALCO CORPORATION	\$12,255.03	3/1/2022 R
122423 DANIELSON, WILLIAM J. III	\$94.00	3/1/2022 R
122424 DELANEY, CONNOR J.	\$82.00	3/1/2022 R
122425 DELGADO, AFTON	\$150.00	3/1/2022 R
122426 DELL MARKETING LP	\$99,663.06	3/1/2022 R
122427 DEMCO INC	\$1,221.00	3/1/2022 R
122428 DIONNE, VINCENT	\$200.00	3/1/2022 R
122429 DIVERSE CONSTRUCTION SERVICES LLC	\$104,899.00	3/1/2022 R
122430 DOMINOS PIZZA	\$18.00	3/1/2022 R
122431 DONATELLI'S	\$1,575.00	3/1/2022 R
122432 DOOR SERVICE COMPANY	\$884.75	3/1/2022 R
122433 DEFINITIVE TECHNOLOGY SOLUTIONS	\$14,050.98	3/1/2022 R
122434 EAST RIDGE PSO - SPEECH BOOSTERS	\$35.00	3/1/2022 R
122435 EBERT INC	\$13,300.00	3/1/2022 R
122436 ECKROTH MUSIC	\$20.00	3/1/2022 R
122437 EDUCATIONAL ASSOCIATES INC	\$1,100.00	3/1/2022 R
122438 EDUCATIONAL INNOVATIONS INC	\$27.90	3/1/2022 R
122439 ETS NORTH METRO LLC	\$3,833.33	3/1/2022 R
122440 FESTIVAL FOODS-KNOWLAN'S	\$0.00	3/1/2022 C
122441 FESTIVAL FOODS-KNOWLAN'S	\$0.00	3/1/2022 C
122442 FESTIVAL FOODS-KNOWLAN'S	\$0.00	3/1/2022 C

122443 FESTIVAL FOODS-KNOWLAN'S	\$693.96	3/1/2022 R
122444 FIRELINE SPRINKLER LLC	\$23,750.00	3/1/2022 R
122445 FLINN SCIENTIFIC INC	\$228.34	3/1/2022 R
122446 FLOWERS, CHRIS	\$128.00	3/1/2022 R
122447 FOLLETT SCHOOL SOLUTIONS INC	\$373.00	3/1/2022 R
122448 FOREST LAKE HIGH SCHOOL SPEECH	\$21.00	3/1/2022 R
122449 FORYS, MIKE	\$265.00	3/1/2022 R
122450 FRATTALONES HARDWARE STORES	\$0.00	3/1/2022 C
122451 FRATTALONES HARDWARE STORES	\$412.94	3/1/2022 R
122452 FUN EXPRESS LLC	\$160.97	3/1/2022 R
122453 GENERAL SHEET METAL COMPANY LLC	\$62,415.00	3/1/2022 R
122454 GEPHART TRUCKING	\$3,572.50	3/1/2022 R
122455 GOLDCOM INC	\$104.60	3/1/2022 R
122456 GOPHER	\$708.93	3/1/2022 R
122457 GRAINGER	\$0.00	3/1/2022 C
122458 GRAINGER	\$1,867.51	3/1/2022 R
122459 GRAMS, COLLEEN	\$85.00	3/1/2022 R
122460 GRANDMA'S BAKERY INC	\$215.88	3/1/2022 R
122461 GROUP MEDICAREBLUE RX	\$12,321.00	3/1/2022 R
122462 GUERIN, KERRY	\$118.00	3/1/2022 R
122463 HAAS MUSICAL INSTRUMENT REPAIR	\$184.00	3/1/2022 R
122464 HALLBERG ENGINEERING INC	\$20,000.00	3/1/2022 R
122465 HANDLIN, BEATRICE R.	\$75.00	3/1/2022 R
122466 HANSON, GENO	\$82.00	3/1/2022 R
122467 HERC-U-LIFT	\$1,899.00	3/1/2022 R
122468 HISDAHL INC	\$112.00	3/1/2022 R
122469 HOEFER, SHANE S.	\$54.00	3/1/2022 R
122470 HOENIGSCHMIDT, KAYLEA	\$742.50	3/1/2022 R
122471 HOGLUND BUS COMPANY	\$0.00	3/1/2022 C
122472 HOGLUND BUS COMPANY	\$0.00	3/1/2022 C
122473 HOGLUND BUS COMPANY	\$1,231.76	3/1/2022 R
122474 HOLLENBACK & NELSON INC	\$4,750.00	3/1/2022 R
122475 HOME DEPOT CREDIT SERVICES	\$535.21	3/1/2022 R
122476 IDEAL ENERGIES SOLAR LEASING LLC	\$5,579.67	3/1/2022 R
122477 IMAGE BUILDERS	\$4,535.87	3/1/2022 R
122478 INGRAM, BRIAN	\$99.00	3/1/2022 R
122479 INNOVATIVE OFFICE SOLUTIONS (DO NOT USE)	\$75.41	3/1/2022 R
122480 INNOVATIVE OFFICE SOLUTIONS	\$0.00	3/1/2022 C
122481 INNOVATIVE OFFICE SOLUTIONS	\$922.05	3/1/2022 R
122482 INTERMIX BEVERAGE	\$1,137.68	3/1/2022 R
122483 JACON LLC	\$15,931.50	3/1/2022 R
122484 JAYTECH INC	\$2,526.08	3/1/2022 R
122485 JOHN DEERE FINANCIAL	\$12.64	3/1/2022 R
122486 JOHN FOLEY MASONRY INC	\$372,083.65	3/1/2022 R
122487 JOHNSON, SHARON A.	\$502.28	3/1/2022 R
122488 JW PEPPER & SON INC	\$55.00	3/1/2022 R
122489 KAEHLER, MICHAEL	\$99.00	3/1/2022 R
122490 KARLSBURGER FOODS INC	\$2,834.40	3/1/2022 R

122491 KATH FUEL OIL SERVICE CO	\$27,150.88	3/1/2022 R
122492 KENNEDY & GRAVEN CHARTERED	\$282.00	3/1/2022 R
122493 KEYSTONE INTERPRETING SOLUTIONS	\$156.20	3/1/2022 R
122494 KIEMEL, TIMOTHY H. JR	\$118.00	3/1/2022 R
122495 KIMBALL MIDWEST	\$289.73	3/1/2022 R
122496 KJOLHAUG ENVIRONMENTAL SERVICES CO	\$97.50	3/1/2022 R
122497 KOCH MECHANICAL LLC	\$0.00	3/1/2022 C
122498 KOCH MECHANICAL LLC	\$0.00	3/1/2022 C
122499 KOCH MECHANICAL LLC	\$0.00	3/1/2022 C
122500 KOCH MECHANICAL LLC	\$14,828.00	3/1/2022 R
122501 KOLLASCH CHARLES	\$64.00	3/1/2022 R
122502 KONE INC	\$67,992.36	3/1/2022 R
122503 KOVARIK, DAN	\$94.00	3/1/2022 R
122504 KRAFT MECHANICAL LLC	\$3,315.42	3/1/2022 R
122505 KULLY SUPPLY COMPANY	\$1,854.12	3/1/2022 R
122506 LAKES INTERNATIONAL LANGUAGE ACADEMY	\$300.00	3/1/2022 R
122507 LAKEVIEW ELECTRICAL SERVICES	\$450.00	3/1/2022 R
122508 LARA, SUMMER	\$300.00	3/1/2022 R
122509 LARSEN, BRAD	\$171.00	3/1/2022 R
122510 LEBENS FLORAL	\$35.75	3/1/2022 R
122511 LEHNER, KENNETH	\$165.00	3/1/2022 R
122512 LIFETOUCH NSS ACCT REC	\$545.00	3/1/2022 R
122513 L T G POWER EQUIPMENT	\$100.38	3/1/2022 R
122514 LYLE, TOM	\$118.00	3/1/2022 R
122515 MACKIN EDUCATIONAL RESOURCES	\$49.98	3/1/2022 R
122516 MAHTOMEDI COMMUNITY EDUCATION	\$2,170.00	3/1/2022 R
122517 MAIJALA, GRACE K.	\$150.00	3/1/2022 R
122518 MAUER, BRIAN	\$82.00	3/1/2022 R
122519 MAVO SYSTEMS INC	\$6,194.00	3/1/2022 R
122520 METAL CRAFT	\$866.00	3/1/2022 R
122521 MIDWEST BUS PARTS INC	\$39.98	3/1/2022 R
122522 MN INSURANCE SCHOLASTIC TRUST	\$4,816.54	3/1/2022 R
122523 MN BRAIN INJURY ALLIANCE	\$25.00	3/1/2022 R
122524 MN CLAY	\$111.10	3/1/2022 R
122525 MN DEPT OF PUBLIC SAFETY	\$0.00	3/1/2022 C
122526 MN DEPT OF PUBLIC SAFETY	\$125.00	3/1/2022 R
122526 MN DEPT OF PUBLIC SAFETY	(\$125.00)	3/1/2022 V
122527 MN SWORD PLAY	\$900.00	3/1/2022 R
122528 MOUNDS VIEW HIGH SCHOOL	\$150.00	3/1/2022 R
122529 MN SUPERINTENDENTS OFC PERSONNEL	\$450.00	3/1/2022 R
122530 MURPHY WINDOW AND DOOR COMMERCIAL INC	\$402,132.15	3/1/2022 R
122531 MUSKA ELECTRIC COMPANIES	\$359,189.74	3/1/2022 R
122532 MN YOUTH ATHLETIC SERVICES	\$475.00	3/1/2022 R
122533 NAPA AUTO PARTS	\$16.78	3/1/2022 R
122534 NARDINI FIRE EQUIPMENT CO INC	\$2,904.40	3/1/2022 R
122535 NASSEFF MECHANICAL CONTRACTORS INC	\$42,206.60	3/1/2022 R
122536 NCPERS GROUP LIFE INS	\$112.00	3/1/2022 R
122537 NEO ELECTRICAL SOLUTIONS LLC	\$74,567.40	3/1/2022 R

122538 NESCO LLC	\$49.88	3/1/2022 R
122539 NEWTRAX	\$140.00	3/1/2022 R
122540 NORTH CENTRAL BLUE BIRD BUS SALES	\$1,766.25	3/1/2022 R
122541 NORTHBOUND CREATIVE	\$180.00	3/1/2022 R
122542 NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$1,635.58	3/1/2022 R
122543 NORTHERN STAR SCOUTING	\$640.00	3/1/2022 R
122544 NOVAK, JAMES	\$64.00	3/1/2022 R
122545 O'REILLY AUTOMOTIVE INC	\$0.00	3/1/2022 C
122546 O'REILLY AUTOMOTIVE INC	\$0.00	3/1/2022 C
122547 O'REILLY AUTOMOTIVE INC	\$0.00	3/1/2022 C
122548 O'REILLY AUTOMOTIVE INC	\$13.92	3/1/2022 R
122549 OXYGEN SERVICE COMPANY INC	\$3,846.95	3/1/2022 R
122550 PAI	\$825.00	3/1/2022 R
122551 PARTS TOWN, LLC	\$337.33	3/1/2022 R
122552 PETERSON BROS ROOFING & CONST	\$190.00	3/1/2022 R
122553 PINNACLE WALL SYSTEMS INC	\$127,110.00	3/1/2022 R
122554 PODS COMPLETE CAR CARE	\$2,269.01	3/1/2022 R
122555 WALSER POLAR CHEVROLET	\$266.07	3/1/2022 R
122556 PRESS PUBLICATIONS	\$922.68	3/1/2022 R
122557 PRINCETON TIGERS ARCHERY	\$300.00	3/1/2022 R
122558 PRO-ED INC	\$759.00	3/1/2022 R
122559 R & R SPECIALTIES INC	\$75.00	3/1/2022 R
122560 RACHEL CONTRACTING LLC	\$383,367.75	3/1/2022 R
122561 RAMSEY COUNTY PARKS/REC DEPT	\$3,800.00	3/1/2022 R
122562 RAMSEY EXCAVATING COMPANY	\$4,750.00	3/1/2022 R
122563 RED CEDAR STEEL ERECTORS INC	\$24,462.50	3/1/2022 R
122564 REDWOOD TOXICOLOGY LABORATORY	\$102.20	3/1/2022 R
122565 REGION 4AA	\$3,630.00	3/1/2022 R
122566 RETHLAKE, DAYNA	\$118.00	3/1/2022 R
122567 THE RETROFIT COMPANIES INC	\$670.34	3/1/2022 R
122568 ROSEVILLE SKATING CENTER	\$444.00	3/1/2022 R
122569 RTL CONSTRUCTION INC	\$78,418.88	3/1/2022 R
122570 RUCKER, HENRY	\$93.00	3/1/2022 R
122571 S&J GLASS INC	\$71,820.00	3/1/2022 R
122572 SAFETY-KLEEN SYSTEMS INC	\$241.46	3/1/2022 R
122573 SAFETYFIRST PLAYGROUND MAINTENANCE	\$6,600.00	3/1/2022 R
122574 SCENARIO LEARNING LLC	\$8,120.00	3/1/2022 R
122575 SCHOOL HEALTH CORPORATION	\$271.01	3/1/2022 R
122576 SCHOOL SPECIALTY LLC	\$83.98	3/1/2022 R
122577 SCHREIBER MULLANEY CONSTRUCTION CO	\$28,898.29	3/1/2022 R
122578 SCHROEHER, JANE E.	\$150.00	3/1/2022 R
122579 SEEVER, GRAY	\$160.00	3/1/2022 R
122580 SHAMELESS INC	\$1,600.00	3/1/2022 R
122581 SKOLD SPECIALTY CONTRACTING LLC	\$2,731.25	3/1/2022 R
122582 SKOW, KAREN L.	\$240.00	3/1/2022 R
122583 SMITH, MICHAEL J. JR	\$300.00	3/1/2022 R
122584 SMOLEY, CHAD	\$77.00	3/1/2022 R
122585 SOCIAL CLUB SIMPLE LLC	\$30.00	3/1/2022 R

122586 SOLIANT	\$22,720.88	3/1/2022 R
122587 SPECIALTY PROMOTIONS INC	\$1,068.75	3/1/2022 R
122588 SPURWINK SERVICES INC	\$500.00	3/1/2022 R
122589 CREATIVE KUPONYA	\$350.00	3/1/2022 R
122590 STATE SUPPLY CO	\$1,459.82	3/1/2022 R
122591 STREAMLINE DESIGN INC	\$676.00	3/1/2022 R
122592 STUMPF, DANIEL	\$171.00	3/1/2022 R
122593 SUMMIT FIRE PROTECTION	\$1,070.00	3/1/2022 R
122594 SUNDLAND, KOLTON	\$183.00	3/1/2022 R
122595 SUPERIOR PAINTING & DECORATING INC	\$29,993.40	3/1/2022 R
122596 SUPERSET TILE & STONE	\$111,150.00	3/1/2022 R
122597 SYSCO OF WESTERN MN	\$594.90	3/1/2022 R
122598 TAYLOR PUBLISHING COMPANY	\$682.83	3/1/2022 R
122599 TEACHER SYNERGY LLC	\$16.10	3/1/2022 R
122600 TEKTON CONSTRUCTION COMPANY	\$18,826.34	3/1/2022 R
122601 THE HANOVER RESEARCH COUNCIL LLC	\$50,895.00	3/1/2022 R
122602 THREE RIVERS PARK DISTRICT	\$24.96	3/1/2022 R
122603 TOLL GAS & WELDING SUPPLY	\$257.44	3/1/2022 R
122604 TR ENVIRONMENTAL CONSULTING LLC	\$1,228.00	3/1/2022 R
122605 TRADE PRESS INC	\$1,730.25	3/1/2022 R
122606 TRI-STATE BOBCAT	\$542.47	3/1/2022 R
122607 TRUE NORTH CONSULTING GROUP	\$11,480.00	3/1/2022 R
122608 TUFT, JAMES	\$154.00	3/1/2022 R
122609 TWIN CITY GARAGE DOOR CO	\$1,900.00	3/1/2022 R
122610 TWIN CITY JANITOR SUPPLY CO	\$779.78	3/1/2022 R
122611 TWIN CITY HARDWARE COMPANY INC	\$62,724.62	3/1/2022 R
122612 TWIN CITY ACOUSTICS INC	\$65,550.00	3/1/2022 R
122613 TWOWAYRADIO.COM	\$91.65	3/1/2022 R
122614 UHL COMPANY INC	\$9,987.50	3/1/2022 R
122615 ULTRA CONCRETE LLC	\$635,095.90	3/1/2022 R
122616 UNITED STATES TREASURY	\$1,875.00	3/1/2022 R
122617 UNIVERSITY OF MN OFC OF STUDENT FINANCE	\$4,205.00	3/1/2022 R
122618 UPPER MIDWEST ATHLETIC CONSTRUCTION	\$6,175.00	3/1/2022 R
122619 US FOODS CULINARY EQUIP & SUPPLIES	\$945.60	3/1/2022 R
122620 US OMNI & TSACG COMPLIANCE SERVICES, INC	\$940.24	3/1/2022 R
122621 VIROC	\$1,000.00	3/1/2022 R
122622 VALLEY BOOKSELLER	\$56.61	3/1/2022 R
122623 VANDALIA GLASSWORKS	\$700.00	3/1/2022 R
122624 VERIZON WIRELESS	\$1,284.06	3/1/2022 R
122625 VIKING ELECTRIC SUPPLY	\$0.00	3/1/2022 C
122626 VIKING ELECTRIC SUPPLY	\$0.00	3/1/2022 C
122627 VIKING ELECTRIC SUPPLY	\$1,394.76	3/1/2022 R
122628 WHITE BEAR LAWN & SNOW	\$7,195.00	3/1/2022 R
122629 WBLA EDUCATIONAL FOUNDATION	\$15,000.00	3/1/2022 R
122630 WEIDNER PLUMBING & HEATING CO	\$1,982,156.00	3/1/2022 R
122631 WEIMERSKIRCH, MICHAEL P.	\$150.00	3/1/2022 R
122632 WELLS CONCRETE PRODUCTS CO	\$777,741.94	3/1/2022 R
122633 WENGER CORP	\$14,507.14	3/1/2022 R

122634 WENZEL PLYMOUTH PLUMBING LLC	\$475,687.80	3/1/2022 R
122635 WHITE BEAR LAKE BOYS CROSS COUNTRY INC	\$13,000.00	3/1/2022 R
122636 WILD MOUNTAIN INC	\$2,194.00	3/1/2022 R
122637 WILSON, SCOTT T.	\$82.00	3/1/2022 R
122638 WIMER, MARY K.	\$150.00	3/1/2022 R
122639 WOODBURN PRESS LTD	\$349.20	3/1/2022 R
122640 XCEL ENERGY	\$0.00	3/1/2022 C
122641 XCEL ENERGY	\$155,642.28	3/1/2022 R
122642 YOUTH ENRICHMENT LEAGUE	\$2,800.00	3/1/2022 R
122643 ZABADAL, GEORGE J.	\$93.00	3/1/2022 R
122644 ZARAMBO, MARIA L.	\$77.00	3/1/2022 R
122645 ZIROMEDIA	\$6,727.50	3/1/2022 R
122646 DS ERICKSON & ASSOC PLLC	\$330.63	3/1/2022 R
122647 GURSTEL CHARGO ATTORNEYS AT LAW	\$304.78	3/1/2022 R
122648 MESSERLI & KRAMER PA	\$367.81	3/1/2022 R
122649 GREATER TWIN CITIES UNITED WAY	\$130.00	3/1/2022 R
122650 IUOE LOCAL 70	\$1,557.05	3/1/2022 R
122651 SCHOOL SERVICE EMPLOYEES	\$7,251.79	3/1/2022 R
122652 WBLA EDUCATIONAL FOUNDATION	\$504.00	3/1/2022 R
122653 WASHINGTON COUNTY	\$1,258.25	3/1/2022 R
122654 MN DEPT OF PUBLIC SAFETY	\$100.00	3/1/2022 R
122655 ST CROIX PREPARATORY ACADEMY	\$1,875.00	3/1/2022 R
122656 GREATER TWIN CITIES UNITED WAY	\$130.00	3/15/2022 R
122657 IUOE LOCAL 70	\$1,557.05	3/15/2022 R
122658 SCHOOL SERVICE EMPLOYEES	\$7,739.00	3/15/2022 R
122659 WBLA EDUCATIONAL FOUNDATION	\$504.00	3/15/2022 R
122660 DS ERICKSON & ASSOC PLLC	\$329.78	3/15/2022 R
122661 GURSTEL CHARGO ATTORNEYS AT LAW	\$336.10	3/15/2022 R
122662 MESSERLI & KRAMER PA	\$460.67	3/15/2022 R
122663 ABLENET INC	\$420.00	3/16/2022 R
122664 ADVANCED PAYMENT TECHNOLOGIES	\$937.00	3/16/2022 R
122664 ADVANCED PAYMENT TECHNOLOGIES	(\$937.00)	3/16/2022 V
122665 AG PARTS LTD	\$1,097.50	3/16/2022 R
122665 AG PARTS LTD	(\$1,097.50)	3/22/2022 V
122666 AJ MOORE ELECTRIC INC	\$343,839.29	3/16/2022 R
122667 ALL STATE COMMUNICATIONS	\$194,560.00	3/16/2022 R
122668 ALL STRINGS ATTACHED	\$368.00	3/16/2022 R
122669 ALLSTREAM	\$5,469.15	3/16/2022 R
122670 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122671 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122672 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122673 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122674 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122675 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122676 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122677 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122678 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122679 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C

122680 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122681 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122682 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122683 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122684 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122685 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122686 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122687 AMAZON CAPITAL SERVICES	\$0.00	3/16/2022 C
122688 AMAZON CAPITAL SERVICES	\$10,570.52	3/16/2022 R
122689 AMERICAN MESSAGING SERVICES	\$13.67	3/16/2022 R
122690 AMERICAN TIME	\$170.57	3/16/2022 R
122691 ARAMARK UNIFORM SERVICES	\$0.00	3/16/2022 C
122692 ARAMARK UNIFORM SERVICES	\$0.00	3/16/2022 C
122693 ARAMARK UNIFORM SERVICES	\$540.92	3/16/2022 R
122694 ARCH LANGUAGE NETWORK	\$300.00	3/16/2022 R
122695 ASL INTERPRETING SERVICES INC	\$264.00	3/16/2022 R
122696 ATC GROUP SERVICES LLC	\$1,307.11	3/16/2022 R
122697 AXE AUDIOLOGY LLC	\$0.00	3/16/2022 C
122698 AXE AUDIOLOGY LLC	\$1,455.00	3/16/2022 R
122699 B&B ELECTRIC INC	\$4,087.58	3/16/2022 R
122700 BARNETT WB CHRYSLER JEEP DODGE	\$38.08	3/16/2022 R
122701 BARTHOLD	\$383.13	3/16/2022 R
122702 BECKER BULLDOG ARCHERY	\$900.00	3/16/2022 R
122703 BEVSO	\$0.00	3/16/2022 C
122704 BEVSO	\$0.00	3/16/2022 C
122705 BEVSO	\$22,726.13	3/16/2022 R
122706 BLADE, JULIE M.	\$433.37	3/16/2022 R
122707 BLICK ART MATERIALS	\$30.20	3/16/2022 R
122708 BLUEBIRD SCREEN PRINT	\$287.50	3/16/2022 R
122709 THE BOELTER COMPANIES INC	\$83,419.55	3/16/2022 R
122710 BOWMAN, BRADLEY J.	\$93.00	3/16/2022 R
122711 BOWMAN, DON	\$87.00	3/16/2022 R
122712 BRAINPOP LLC	\$2,395.00	3/16/2022 R
122713 BRAUN INTERTEC CORPORATION	\$0.00	3/16/2022 C
122714 BRAUN INTERTEC CORPORATION	\$26,480.75	3/16/2022 R
122715 BROWN, BRUCE	\$93.00	3/16/2022 R
122716 BSN SPORTS, LLC	\$29,714.69	3/16/2022 R
122717 BURGRAFF, HALEY	\$1,515.00	3/16/2022 R
122718 CANEFF, JAKE A.	\$82.00	3/16/2022 R
122719 CAPERNAUM PEDIATRIC THERAPY INC	\$3,227.61	3/16/2022 R
122720 CAPITAL ONE TRADE CREDIT	\$0.00	3/16/2022 C
122721 CAPITAL ONE TRADE CREDIT	\$145.39	3/16/2022 R
122722 CAPITAL ONE TRADE CREDIT	\$49.99	3/16/2022 R
122723 CAROLINA BIOLOGICAL SUPPLY	\$121.10	3/16/2022 R
122724 CENTRAL MINNESOTA FABRICATING	\$63,089.40	3/16/2022 R
122725 CENTURY COLLEGE	\$24,000.00	3/16/2022 R
122726 CHAMPIONSHIP PRODUCTS UNLTD	\$1,862.00	3/16/2022 R
122727 CHAPMAN, RONALD J. JR	\$128.00	3/16/2022 R

122728 CINTAS CORP #470	\$114.27	3/16/2022 R
122729 CITY OF HUGO	\$5,000.00	3/16/2022 R
122730 CITY OF HUGO	\$350.00	3/16/2022 R
122731 CITY OF HUGO	\$2,500.00	3/16/2022 R
122732 CITY OF HUGO	\$700.00	3/16/2022 R
122733 CITY OF WHITE BEAR LAKE	\$1,559.97	3/16/2022 R
122734 COMCAST	\$1,875.05	3/16/2022 R
122735 CONNEY SAFETY PRODUCTS LLC	\$0.00	3/16/2022 C
122736 CONNEY SAFETY PRODUCTS LLC	\$406.20	3/16/2022 R
122737 CONTINENTAL CLAY CO	\$50.40	3/16/2022 R
122738 CONTINENTAL RESEARCH CORP	\$2,554.72	3/16/2022 R
122739 CORNERSTONE OCCUPATIONAL HEALTH SPECIALISTS	\$229.00	3/16/2022 R
122740 COSNEY CORPORATION	\$44,023.00	3/16/2022 R
122741 CRISIS PREVENTION INSTITUTE INC	\$1,399.00	3/16/2022 R
122742 DALCO CORPORATION	\$0.00	3/16/2022 C
122743 DALCO CORPORATION	\$0.00	3/16/2022 C
122744 DALCO CORPORATION	\$0.00	3/16/2022 C
122745 DALCO CORPORATION	\$11,583.28	3/16/2022 R
122746 DECKER INC	\$286.44	3/16/2022 R
122747 DEISTING, ASHLEY	\$82.00	3/16/2022 R
122748 DEISTING, RANDY	\$82.00	3/16/2022 R
122749 DELANEY, CONNOR J.	\$94.00	3/16/2022 R
122750 DELL MARKETING LP	\$5,405.35	3/16/2022 R
122751 DELLWOOD COUNTRY CLUB	\$1,498.33	3/16/2022 R
122752 DERAAD, MAX D.	\$490.80	3/16/2022 R
122753 DILLON, ROBERT	\$1,800.00	3/16/2022 R
122754 DONATELLI'S	\$510.00	3/16/2022 R
122755 DOOLEY-SEMPLE, JESSICA L.	\$118.00	3/16/2022 R
122756 DOOR SERVICE COMPANY	\$13,878.00	3/16/2022 R
122757 DOUGLAS, SANDRA L.	\$350.00	3/16/2022 R
122758 EAGAN PARKS & RECREATION - CB GROUPS	\$250.00	3/16/2022 R
122759 EAGLE BROOK CHURCH	\$9,250.38	3/16/2022 R
122760 ECKROTH MUSIC	\$0.00	3/16/2022 C
122761 ECKROTH MUSIC	\$0.00	3/16/2022 C
122762 ECKROTH MUSIC	\$6,475.62	3/16/2022 R
122763 EDUCERE LLC	\$922.00	3/16/2022 R
122764 EICHACKER, JOSHUA E.	\$64.00	3/16/2022 R
122765 ELECTRIC MOTOR REPAIR	\$376.00	3/16/2022 R
122766 FARMHOUSE STYLE FURNITURE	\$970.00	3/16/2022 R
122767 FILTER RECYCLING SERVICES	\$70.00	3/16/2022 R
122768 FIRELINE SPRINKLER LLC	\$12,713.94	3/16/2022 R
122769 FLOWERS, CHRIS	\$64.00	3/16/2022 R
122770 FOLLETT SCHOOL SOLUTIONS INC	\$425.00	3/16/2022 R
122771 FRATTALONES HARDWARE STORES	\$0.00	3/16/2022 C
122772 FRATTALONES HARDWARE STORES	\$0.00	3/16/2022 C
122773 FRATTALONES HARDWARE STORES	\$0.00	3/16/2022 C
122774 FRATTALONES HARDWARE STORES	\$0.00	3/16/2022 C
122775 FRATTALONES HARDWARE STORES	\$794.23	3/16/2022 R

122776 FUN EXPRESS LLC	\$73.40	3/16/2022 R
122777 GARD DAWG	\$165.00	3/16/2022 R
122778 GELMO, IBSAA	\$64.00	3/16/2022 R
122779 GEPHART TRUCKING	\$4,990.00	3/16/2022 R
122780 GILLUND ENTERPRISES	\$505.92	3/16/2022 R
122781 GLASS, CHRISTEN J.	\$64.00	3/16/2022 R
122782 GOLD MEDAL MINNEAPOLIS ML55	\$139.05	3/16/2022 R
122783 GOPHER	\$0.00	3/16/2022 C
122784 GOPHER	\$113.90	3/16/2022 R
122785 GRAINGER	\$0.00	3/16/2022 C
122786 GRAINGER	\$0.00	3/16/2022 C
122787 GRAINGER	\$3,231.96	3/16/2022 R
122788 GRANDMA'S BAKERY INC	\$113.20	3/16/2022 R
122789 GRAYBAR ELECTRIC COMPANY	\$145.56	3/16/2022 R
122790 HAAS MUSICAL INSTRUMENT REPAIR	\$151.00	3/16/2022 R
122791 HANDLIN, BEATRICE R.	\$75.00	3/16/2022 R
122792 HEALTHPARTNERS	\$4,341.05	3/16/2022 R
122793 HEIDRICK, TOM	\$118.00	3/16/2022 R
122794 HEYNE, MERRY JO E.	\$102.25	3/16/2022 R
122795 HIGGINS, COLTON	\$154.00	3/16/2022 R
122796 HILL, WESLEY	\$82.00	3/16/2022 R
122797 HOENIGSCHMIDT, KAYLEA	\$3,477.75	3/16/2022 R
122798 IFD	\$0.00	3/16/2022 C
122799 IFD	\$0.00	3/16/2022 C
122800 IFD	\$0.00	3/16/2022 C
122801 IFD	\$0.00	3/16/2022 C
122802 IFD	\$187,072.85	3/16/2022 R
122803 IGO, MICHELLE J.	\$495.00	3/16/2022 R
122804 INNOVATIVE OFFICE SOLUTIONS	\$0.00	3/16/2022 C
122805 INNOVATIVE OFFICE SOLUTIONS	\$0.00	3/16/2022 C
122806 INNOVATIVE OFFICE SOLUTIONS	\$110,179.50	3/16/2022 R
122807 INTERMIX BEVERAGE	\$449.67	3/16/2022 R
122808 ISD #622 COMMUNITY EDUC	\$1,447.76	3/16/2022 R
122809 ISTATE TRUCK CENTER	\$339.00	3/16/2022 R
122810 INFORMATION & TECH EDUC OF MN	\$250.00	3/16/2022 R
122810 INFORMATION & TECH EDUC OF MN	(\$250.00)	3/23/2022 V
122811 JAMAR COMPANY	\$2,848.00	3/16/2022 R
122812 JOHN FOLEY MASONRY INC	\$28,656.18	3/16/2022 R
122813 JW PEPPER & SON INC	\$175.74	3/16/2022 R
122814 KADRMAS, STACEY R.	\$300.00	3/16/2022 R
122815 KELLER FENCE INC	\$26,202.38	3/16/2022 R
122816 KIDCREATE STUDIO	\$0.00	3/16/2022 C
122817 KIDCREATE STUDIO	\$3,569.00	3/16/2022 R
122818 KOCH MECHANICAL LLC	\$0.00	3/16/2022 C
122819 KOCH MECHANICAL LLC	\$0.00	3/16/2022 C
122820 KOCH MECHANICAL LLC	\$0.00	3/16/2022 C
122821 KOCH MECHANICAL LLC	\$0.00	3/16/2022 C
122822 KOCH MECHANICAL LLC	\$20,356.50	3/16/2022 R

122823 KRAFT MECHANICAL LLC	\$4,522.67	3/16/2022 R
122824 KRAUS ANDERSON CONSTRUCTION CO	\$161,862.50	3/16/2022 R
122825 KULLY SUPPLY COMPANY	\$608.90	3/16/2022 R
122826 LABELLE, PAUL H.	\$64.00	3/16/2022 R
122827 LAKESHORE LEARNING MATERIALS	\$205.85	3/16/2022 R
122828 LANDGRAFF, MARCIA J.	\$539.40	3/16/2022 R
122829 LANGEVIN, JOE	\$87.00	3/16/2022 R
122830 LARA, SUMMER	\$300.00	3/16/2022 R
122831 LEARNING A-Z	\$125.00	3/16/2022 R
122832 LETOURNEAU, MICHAEL	\$89.00	3/16/2022 R
122833 LIGHT SWITCH LLC	\$1,300.00	3/16/2022 R
122834 L T G POWER EQUIPMENT	\$669.36	3/16/2022 R
122835 LYLE, TOM	\$118.00	3/16/2022 R
122836 MACKIN EDUCATIONAL RESOURCES	\$493.01	3/16/2022 R
122837 MADAUS, KIRSTEN G.	\$512.00	3/16/2022 R
122838 MARCO TECHNOLOGIES LLC	\$205.86	3/16/2022 R
122839 MASA/MASE	\$379.00	3/16/2022 R
122840 MN ASSOC OF SCH BUSINESS OFFICIALS	\$290.00	3/16/2022 R
122841 MCBRIDE, WILLIAM C.	\$1,000.00	3/16/2022 R
122841 MCBRIDE, WILLIAM C.	(\$1,000.00)	3/23/2022 V
122842 MCNERTNEY, HOWARD	\$400.00	3/16/2022 R
122843 METAL DOCTOR INC	\$744.80	3/16/2022 R
122844 METRO MEALS ON WHEELS INC	\$5,580.65	3/16/2022 R
122845 METRO SOUND AND LIGHTING	\$3,338.81	3/16/2022 R
122846 MID CITY SERVICES - INDUSTRIAL LAUNDRY	\$0.00	3/16/2022 C
122847 MID CITY SERVICES - INDUSTRIAL LAUNDRY	\$0.00	3/16/2022 C
122848 MID CITY SERVICES - INDUSTRIAL LAUNDRY	\$1,963.23	3/16/2022 R
122849 MIDAMERICA ADMIN & RETIREMENT	\$4,660.00	3/16/2022 R
122850 MIDWEST BUS PARTS INC	\$186.89	3/16/2022 R
122851 MINVALCO INC	\$238.74	3/16/2022 R
122852 MLEJNEK, CRISTINA M.	\$235.90	3/16/2022 R
122853 MN ASSOC OF STUDENT COUNCILS	\$85.00	3/16/2022 R
122854 MN DEPT OF LABOR & INDUSTRY	\$100.00	3/16/2022 R
122855 MN NASP	\$0.00	3/16/2022 C
122856 MN NASP	\$1,450.00	3/16/2022 R
122857 MN SAFETY COUNCIL INC	\$1,955.00	3/16/2022 R
122858 MRI SOFTWARE LLC	\$944.00	3/16/2022 R
122859 MN SCHOOL BOARDS ASSN	\$630.00	3/16/2022 R
122860 MUSCANTO, STEPHEN	\$64.00	3/16/2022 R
122861 MVP & ASSOCIATES	\$6,750.00	3/16/2022 R
122862 NAC MECHANICAL & ELECTRICAL SERV	\$947.07	3/16/2022 R
122863 NAPA AUTO PARTS	\$1,021.77	3/16/2022 R
122864 NORTH CENTRAL BLUE BIRD BUS SALES	\$37.61	3/16/2022 R
122865 NORTHBOUND CREATIVE	\$639.79	3/16/2022 R
122866 NORTHERN GLASS & GLAZING INC	\$256,500.00	3/16/2022 R
122867 NOVAK, JAMES	\$64.00	3/16/2022 R
122868 NOVAK, JANICE S.	\$100.00	3/16/2022 R
122869 O'REILLY AUTOMOTIVE INC	\$62.19	3/16/2022 R

122870 OFFICE DEPOT, INC	\$0.00	3/16/2022 C
122871 OFFICE DEPOT, INC	\$649.80	3/16/2022 R
122872 ORTON-GILLINGHAM OF MINNESOTA	\$1,000.00	3/16/2022 R
122873 OUTFRONT MN COMM SERVICES	\$300.00	3/16/2022 R
122874 PAN-O-GOLD	\$0.00	3/16/2022 C
122875 PAN-O-GOLD	\$5,873.08	3/16/2022 R
122876 PARTS TOWN, LLC	\$176.50	3/16/2022 R
122877 PATRIOT ERECTORS INC	\$7,779.56	3/16/2022 R
122878 PEASE, STEVEN	\$186.00	3/16/2022 R
122879 PEDIATRIC PSYCH SERVICES INC	\$768.75	3/16/2022 R
122879 PEDIATRIC PSYCH SERVICES INC	(\$768.75)	3/16/2022 V
122880 PEDIATRIC HOME SERVICE	\$2,568.75	3/16/2022 R
122881 PETERSEN, BILL	\$64.00	3/16/2022 R
122882 PIONEER VALLEY BOOKS	\$340.31	3/16/2022 R
122883 PIONEER MIDWEST	\$46.28	3/16/2022 R
122884 PODS COMPLETE CAR CARE	\$1,313.17	3/16/2022 R
122885 PRESS PUBLICATIONS	\$1,593.72	3/16/2022 R
122886 PRO-ED INC	\$30.80	3/16/2022 R
122887 QUADIENT FINANCE USA INC	\$1,958.58	3/16/2022 R
122888 R & R SPECIALTIES INC	\$75.00	3/16/2022 R
122889 RAMSEY COUNTY ENVIRONMENTAL HEALTH DIVISION	\$0.00	3/16/2022 C
122890 RAMSEY COUNTY ENVIRONMENTAL HEALTH DIVISION	\$0.00	3/16/2022 C
122891 RAMSEY COUNTY ENVIRONMENTAL HEALTH DIVISION	\$1,569.96	3/16/2022 R
122892 READ NATURALLY INC	\$22.02	3/16/2022 R
122893 REGION 4AA	\$17,205.00	3/16/2022 R
122894 RENTAL REHAB & REPAIR	\$6,141.50	3/16/2022 R
122895 RIVER CITY ERECTORS INC	\$24,277.79	3/16/2022 R
122896 RIVERSIDE INSIGHTS	\$393.80	3/16/2022 R
122897 ROETTGER, DEBRA	\$59.50	3/16/2022 R
122898 RTL CONSTRUCTION INC	\$103,064.33	3/16/2022 R
122899 RUDY'S REDEYE GRILL	\$1,850.00	3/16/2022 R
122900 SCHOLASTIC BOOK FAIRS	\$2,451.55	3/16/2022 R
122901 SCHOOL SPECIALTY LLC	\$45.27	3/16/2022 R
122902 SCHREIBER MULLANEY CONSTRUCTION CO	\$40,112.50	3/16/2022 R
122903 SKOW, KAREN L.	\$0.00	3/16/2022 C
122904 SKOW, KAREN L.	\$2,121.00	3/16/2022 R
122905 SCHOOL NUTRITION ASSOC (SNA)	\$1,186.00	3/16/2022 R
122906 SOLIANT	\$23,214.26	3/16/2022 R
122907 SPURWINK SERVICES INC	\$1,000.00	3/16/2022 R
122908 STANDARD INSURANCE COMPANY	\$38,770.09	3/16/2022 R
122909 STAPLES	\$0.00	3/16/2022 C
122910 STAPLES	\$0.00	3/16/2022 C
122911 STAPLES	\$0.00	3/16/2022 C
122912 STAPLES	\$0.00	3/16/2022 C
122913 STAPLES	\$0.00	3/16/2022 C
122914 STAPLES	\$0.00	3/16/2022 C
122915 STAPLES	\$0.00	3/16/2022 C
122916 STAPLES	\$2,640.04	3/16/2022 R

122917 STATE SUPPLY CO	\$0.00	3/16/2022 C
122918 STATE SUPPLY CO	\$0.00	3/16/2022 C
122919 STATE SUPPLY CO	\$0.00	3/16/2022 C
122920 STATE SUPPLY CO	\$2,074.20	3/16/2022 R
122921 STAY TUNED PIANO SERVICES	\$120.00	3/16/2022 R
122922 STEINBRECHER PAINTING COMPANY	\$4,271.20	3/16/2022 R
122923 SUMMIT FIRE PROTECTION	\$375.00	3/16/2022 R
122924 SUNDLAND, KOLTON	\$87.00	3/16/2022 R
122925 SUPERIOR PAINTING & DECORATING INC	\$39,596.00	3/16/2022 R
122926 SUPERSET TILE & STONE	\$154,510.51	3/16/2022 R
122927 SVL SERVICE CORPORATION	\$627.11	3/16/2022 R
122928 SYNCHRONY BANK	\$58.95	3/16/2022 R
122929 SYSCO OF WESTERN MN	\$1,394.30	3/16/2022 R
122930 TALK IT ROCK IT LLC	\$24.99	3/16/2022 R
122931 TEAMWORKS INTERNATIONAL INC	\$1,631.59	3/16/2022 R
122932 TMI SYSTEMS CORPORATION	\$2,604.15	3/16/2022 R
122933 TR ENVIRONMENTAL CONSULTING LLC	\$2,524.00	3/16/2022 R
122934 TRADE PRESS INC	\$3,786.00	3/16/2022 R
122935 TRANSLANGUAGES, LLC	\$211.27	3/16/2022 R
122936 TRIMARK	\$3,470.96	3/16/2022 R
122936 TRIMARK	(\$3,470.96)	3/16/2022 V
122937 TRIMARK MARLINN LLC	\$2,521.05	3/16/2022 R
122938 TRIO SUPPLY COMPANY	\$0.00	3/16/2022 C
122939 TRIO SUPPLY COMPANY	\$0.00	3/16/2022 C
122940 TRIO SUPPLY COMPANY	\$0.00	3/16/2022 C
122941 TRIO SUPPLY COMPANY	\$0.00	3/16/2022 C
122942 TRIO SUPPLY COMPANY	\$0.00	3/16/2022 C
122943 TRIO SUPPLY COMPANY	\$0.00	3/16/2022 C
122944 TRIO SUPPLY COMPANY	\$0.00	3/16/2022 C
122945 TRIO SUPPLY COMPANY	\$11,303.48	3/16/2022 R
122946 TWIN CITIES TRANSPORT & RECOVERY INC	\$250.00	3/16/2022 R
122947 TWIN CITY HARDWARE COMPANY INC	\$1,526.52	3/16/2022 R
122948 TWIN CITY ACOUSTICS INC	\$114,285.00	3/16/2022 R
122949 US FOODS CULINARY EQUIP & SUPPLIES	\$0.00	3/16/2022 C
122950 US FOODS CULINARY EQUIP & SUPPLIES	\$1,854.53	3/16/2022 R
122951 US MATH RECOVERY COUNCIL	\$995.00	3/16/2022 R
122952 VANG, STEPHANIE	\$1,575.00	3/16/2022 R
122953 VIKING ELECTRIC SUPPLY	\$0.00	3/16/2022 C
122954 VIKING ELECTRIC SUPPLY	\$229.44	3/16/2022 R
122955 VORT CORPORATION	\$560.00	3/16/2022 R
122956 VOYAGER SOPRIS LEARNING	\$215.60	3/16/2022 R
122957 WARD'S SCIENCE	\$819.99	3/16/2022 R
122958 WHITE BEAR CENTER FOR THE ARTS	\$6,375.00	3/16/2022 R
122959 WHITE BEAR LAWN & SNOW	\$8,915.00	3/16/2022 R
122960 WHITE BEAR LAKE SPORTS CENTER	\$3,702.00	3/16/2022 R
122961 WEIDNER PLUMBING & HEATING CO	\$16,166.15	3/16/2022 R
122962 WENGER CORP	\$2,260.88	3/16/2022 R
122963 WENZEL PLYMOUTH PLUMBING LLC	\$248,088.05	3/16/2022 R

122964 WESTERN PSYCHOLOGICAL SERVICES	\$70.40	3/16/2022 R
122965 WHISLER, ERIC	\$99.00	3/16/2022 R
122966 WHITE BEAR MAKERSPACE	\$200.00	3/16/2022 R
122967 WILD MOUNTAIN INC	\$250.00	3/16/2022 R
122968 WILDCAT CLEANING SERVICES LLC	\$825.00	3/16/2022 R
122969 WILLIAMS, ANTHONY C.	\$118.00	3/16/2022 R
122970 WINDSTREAM	\$1,953.18	3/16/2022 R
122971 WOLD ARCHITECTS AND ENGINEERS	\$0.00	3/16/2022 C
122972 WOLD ARCHITECTS AND ENGINEERS	\$0.00	3/16/2022 C
122973 WOLD ARCHITECTS AND ENGINEERS	\$195,711.97	3/16/2022 R
122974 XCEL ENERGY	\$78.33	3/16/2022 R
122975 PEDIATRIC HOME SERVICE	\$768.75	3/16/2022 R
122976 TRIMARK MARLINN LLC	\$3,470.96	3/16/2022 R
122977 AGPARTS WORLDWIDE INC	\$1,097.50	3/22/2022 R
122978 WHITE BEAR TOWNSHIP	\$88,786.02	3/22/2022 R
122979 XCEL ENERGY	\$24,785.47	3/22/2022 R
122980 XCEL ENERGY	\$45,975.62	3/22/2022 R
122981 1ST AYD CORP	\$188.27	3/29/2022 R
122982 A+ DRIVING SCHOOL	\$6,270.00	3/29/2022 R
122983 A-1 HYDRAULIC SALES & SERVICE INC	\$28.07	3/29/2022 R
122984 ALL STRINGS ATTACHED	\$22.50	3/29/2022 R
122985 ALLSTREAM	\$5,487.78	3/29/2022 R
122986 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122987 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122988 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122989 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122990 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122991 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122992 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122993 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122994 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122995 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122996 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122997 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122998 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
122999 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
123000 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
123001 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
123002 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
123003 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
123004 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
123005 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
123006 AMAZON CAPITAL SERVICES	\$0.00	3/29/2022 C
123007 AMAZON CAPITAL SERVICES	\$10,640.90	3/29/2022 R
123008 AMBORN, RANDY S.	\$1,000.00	3/29/2022 R
123009 AMERICAN SCHOOL FOR THE DEAF	\$600.00	3/29/2022 R
123010 ANCHOR SOLAR INVESTMENTS LLC	\$2,176.63	3/29/2022 R
123011 ARAMARK UNIFORM SERVICES	\$0.00	3/29/2022 C

123012 ARAMARK UNIFORM SERVICES	\$426.66	3/29/2022 R
123013 ARCH LANGUAGE NETWORK	\$140.00	3/29/2022 R
123014 ASTLEFORD INTL MINNEAPOLIS	\$0.00	3/29/2022 C
123015 ASTLEFORD INTL MINNEAPOLIS	\$2,211.27	3/29/2022 R
123016 AUTISM PRODUCTS	\$40.91	3/29/2022 R
123017 AUTONATION FORD WBL	\$241.11	3/29/2022 R
123018 AVANT ASSESSMENT LLC	\$796.00	3/29/2022 R
123019 B&D ASSOCIATES LLC	\$16,597.45	3/29/2022 R
123020 BACHMEIER, AMY L.	\$1,700.84	3/29/2022 R
123021 BATTERIES PLUS BULBS	\$13.98	3/29/2022 R
123022 BERWALD ROOFING COMPANY INC	\$7,038.85	3/29/2022 R
123023 BLICK ART MATERIALS	\$75.25	3/29/2022 R
123024 BLUE CROSS / BLUE SHIELD OF MN	\$9,443.00	3/29/2022 R
123025 BLUEBIRD SCREEN PRINT	\$567.00	3/29/2022 R
123026 BOULLIANNE, MARIE E.	\$138.19	3/29/2022 R
123027 BRAINPOP LLC	\$2,395.00	3/29/2022 R
123028 BRAUN INTERTEC CORPORATION	\$1,650.00	3/29/2022 R
123029 BREDEMUS HARDWARE COMPANY	\$15,067.00	3/29/2022 R
123030 BSN SPORTS, LLC	\$0.00	3/29/2022 C
123031 BSN SPORTS, LLC	\$42,024.98	3/29/2022 R
123032 BWT&F ENTERPRISES LLP	\$23,834.00	3/29/2022 R
123033 CAPERNAUM PEDIATRIC THERAPY INC	\$3,838.19	3/29/2022 R
123034 CAPITAL ONE TRADE CREDIT	\$0.00	3/29/2022 C
123035 CAPITAL ONE TRADE CREDIT	\$115.34	3/29/2022 R
123036 CAPITAL ONE TRADE CREDIT	\$43.71	3/29/2022 R
123037 CDW GOVERNMENT INC	\$406.38	3/29/2022 R
123038 CENTRAL ROOFING COMPANY	\$3,585.49	3/29/2022 R
123039 CENTURY COLLEGE	\$83,700.00	3/29/2022 R
123040 CHASE, MARISSA	\$5.00	3/29/2022 R
123041 CINTAS CORP #470	\$465.32	3/29/2022 R
123042 CITY OF WHITE BEAR LAKE	\$1,121.71	3/29/2022 R
123043 CLIA LABORATORY PROGRAM	\$180.00	3/29/2022 R
123044 COLLEGE ENTRANCE EXAMINATION BOARD	\$234.00	3/29/2022 R
123045 COMMERCIAL KITCHEN SERVICES	\$297.00	3/29/2022 R
123046 COMPASS MINERALS	\$5,466.43	3/29/2022 R
123047 CONNEY SAFETY PRODUCTS LLC	\$146.52	3/29/2022 R
123048 CONSCIOUS DISCIPLINE	\$3,381.00	3/29/2022 R
123049 CONTINENTAL CLAY CO	\$1,233.53	3/29/2022 R
123050 CONTINENTAL RESEARCH CORP	\$2,438.28	3/29/2022 R
123051 CROSSTOWN MASONRY INC	\$68,400.00	3/29/2022 R
123052 CUB FOODS OF WHITE BEAR TWSHP	\$0.00	3/29/2022 C
123053 CUB FOODS OF WHITE BEAR TWSHP	\$0.00	3/29/2022 C
123054 CUB FOODS OF WHITE BEAR TWSHP	\$0.00	3/29/2022 C
123055 CUB FOODS OF WHITE BEAR TWSHP	\$0.00	3/29/2022 C
123056 CUB FOODS OF WHITE BEAR TWSHP	\$1,053.45	3/29/2022 R
123057 CUMMINGS MOBILITY CONVERSIONS	\$80.42	3/29/2022 R
123058 CUMMINS SALES AND SERVICE	\$0.00	3/29/2022 C
123059 CUMMINS SALES AND SERVICE	\$3,465.03	3/29/2022 R

123060 CUNNINGHAM, BRIAN L.	\$324.00	3/29/2022 R
123061 DALCO CORPORATION	\$0.00	3/29/2022 C
123062 DALCO CORPORATION	\$0.00	3/29/2022 C
123063 DALCO CORPORATION	\$0.00	3/29/2022 C
123064 DALCO CORPORATION	\$19,532.61	3/29/2022 R
123065 DAVIS MECHANICAL SYSTEMS INC	\$27,346.70	3/29/2022 R
123066 DECKER INC	\$318.94	3/29/2022 R
123067 DELEGARD TOOL COMPANY	\$907.64	3/29/2022 R
123068 DELLWOOD COUNTRY CLUB	\$875.94	3/29/2022 R
123069 DEMCO INC	\$293.96	3/29/2022 R
123070 DISCOUNT SCHOOL SUPPLY	\$564.37	3/29/2022 R
123071 DISCOUNT MUGS	\$684.25	3/29/2022 R
123072 DOLLAMUR	\$10,645.00	3/29/2022 R
123073 DOMINOS PIZZA	\$210.10	3/29/2022 R
123074 DOOR SERVICE COMPANY	\$688.88	3/29/2022 R
123075 DEFINITIVE TECHNOLOGY SOLUTIONS	\$0.00	3/29/2022 C
123076 DEFINITIVE TECHNOLOGY SOLUTIONS	\$11,049.77	3/29/2022 R
123077 EAGAN FORENSICS BOOSTERS	\$28.00	3/29/2022 R
123078 EAST RIDGE HIGH SCHOOL	\$125.00	3/29/2022 R
123079 EBERT INC	\$883.51	3/29/2022 R
123080 ECKERLE, JAMI L.	\$172.55	3/29/2022 R
123081 ECKROTH MUSIC	\$0.00	3/29/2022 C
123082 ECKROTH MUSIC	\$1,222.34	3/29/2022 R
123083 EDUCERE LLC	\$1,595.50	3/29/2022 R
123084 ENVIROBATE INC	\$2,997.02	3/29/2022 R
123085 ESSIN, FRANK	\$64.00	3/29/2022 R
123086 ETS NORTH METRO LLC	\$3,833.33	3/29/2022 R
123087 EVERSON, MARK A.	\$875.00	3/29/2022 R
123088 FASTENAL COMPANY	\$205.28	3/29/2022 R
123089 FESTIVAL FOODS-KNOWLAN'S	\$0.00	3/29/2022 C
123090 FESTIVAL FOODS-KNOWLAN'S	\$0.00	3/29/2022 C
123091 FESTIVAL FOODS-KNOWLAN'S	\$316.27	3/29/2022 R
123092 FIDELITY SECURITY LIFE INSURANCE CO	\$8,525.28	3/29/2022 R
123093 FIRST STUDENT INC	\$346,140.63	3/29/2022 R
123094 FLAGHOUSE INC	\$307.40	3/29/2022 R
123095 FLINN SCIENTIFIC INC	\$296.46	3/29/2022 R
123096 FOLLETT SCHOOL SOLUTIONS INC	\$411.00	3/29/2022 R
123097 FOLLETT CONTENT SOLUTIONS LLC	\$321.42	3/29/2022 R
123098 FORBES SOLUTIONS PLLC	\$4,500.00	3/29/2022 R
123099 FRATTALONES HARDWARE STORES	\$0.00	3/29/2022 C
123100 FRATTALONES HARDWARE STORES	\$0.00	3/29/2022 C
123101 FRATTALONES HARDWARE STORES	\$0.00	3/29/2022 C
123102 FRATTALONES HARDWARE STORES	\$601.83	3/29/2022 R
123103 GALLAGHERS NORTHWESTERN TIRE CO INC	\$5,482.64	3/29/2022 R
123104 GENERAL SHEET METAL COMPANY LLC	\$182,755.00	3/29/2022 R
123105 GIMKIT LLC	\$650.00	3/29/2022 R
123106 GOLD MEDAL MINNEAPOLIS ML55	\$1,389.80	3/29/2022 R
123107 GOPHER	\$304.75	3/29/2022 R

123108 GRAINGER	\$0.00	3/29/2022 C
123109 GRAINGER	\$2,209.02	3/29/2022 R
123110 GRANDMA'S BAKERY INC	\$90.56	3/29/2022 R
123111 GREATAMERICA FINANCIAL SERVICES	\$334.85	3/29/2022 R
123112 GROUP MEDICAREBLUE RX	\$12,800.50	3/29/2022 R
123113 HAAS MUSICAL INSTRUMENT REPAIR	\$42.00	3/29/2022 R
123114 HACKER, ELLEN C.	\$600.00	3/29/2022 R
123115 HALLBERG ENGINEERING INC	\$11,500.00	3/29/2022 R
123116 HALO TRANSPORTATION	\$15,293.30	3/29/2022 R
123117 HAMILTON, CONSTANCE M.	\$420.00	3/29/2022 R
123118 HANDLIN, BEATRICE R.	\$75.00	3/29/2022 R
123119 HEALTHPARTNERS	\$4,416.10	3/29/2022 R
123120 HEGGIES PIZZA	\$2,061.90	3/29/2022 R
123121 HEIBERG ATHLETICS LLC	\$8,160.50	3/29/2022 R
123122 HEINEMANN	\$605.55	3/29/2022 R
123123 HERITAGE	\$200.00	3/29/2022 R
123124 HIGH FIVE ERECTORS II INC	\$16,601.25	3/29/2022 R
123125 HISDAHL INC	\$1,238.80	3/29/2022 R
123126 HOENIGSCHMIDT, KAYLEA	\$160.00	3/29/2022 R
123127 HOGLUND BUS COMPANY	\$0.00	3/29/2022 C
123128 HOGLUND BUS COMPANY	\$0.00	3/29/2022 C
123129 HOGLUND BUS COMPANY	\$0.00	3/29/2022 C
123130 HOGLUND BUS COMPANY	\$2,727.08	3/29/2022 R
123131 HOLLENBACK & NELSON INC	\$97,146.05	3/29/2022 R
123132 HOME DEPOT CREDIT SERVICES	\$0.00	3/29/2022 C
123133 HOME DEPOT CREDIT SERVICES	\$317.01	3/29/2022 R
123134 HUBERT COMPANY	\$337.41	3/29/2022 R
123135 IDEAL ENERGIES SOLAR LEASING LLC	\$6,915.15	3/29/2022 R
123136 INNOVATIVE OFFICE SOLUTIONS	\$0.00	3/29/2022 C
123137 INNOVATIVE OFFICE SOLUTIONS	\$0.00	3/29/2022 C
123138 INNOVATIVE OFFICE SOLUTIONS	\$534.11	3/29/2022 R
123139 INSTITUTE FOR MULTI SENSORY EDUCATION	\$319.85	3/29/2022 R
123140 INTERMIX BEVERAGE	\$347.52	3/29/2022 R
123141 ISTATE TRUCK CENTER	\$2,938.69	3/29/2022 R
123142 JAYTECH INC	\$2,077.16	3/29/2022 R
123143 JERRY, NICHOLAS A.	\$89.00	3/29/2022 R
123144 JIMMY'S CONFERENCE & BANQUET CTR	\$750.00	3/29/2022 R
123145 JOHNSON, SHARON A.	\$502.28	3/29/2022 R
123146 JW PEPPER & SON INC	\$0.00	3/29/2022 C
123147 JW PEPPER & SON INC	\$452.75	3/29/2022 R
123148 KATH FUEL OIL SERVICE CO	\$25,920.98	3/29/2022 R
123149 KFI ENGINEERS	\$7,284.32	3/29/2022 R
123150 KJOLHAUG ENVIRONMENTAL SERVICES CO	\$3,510.00	3/29/2022 R
123151 KLINGSPORN, TODD	\$82.00	3/29/2022 R
123152 KRAFT MECHANICAL LLC	\$0.00	3/29/2022 C
123153 KRAFT MECHANICAL LLC	\$0.00	3/29/2022 C
123154 KRAFT MECHANICAL LLC	\$0.00	3/29/2022 C
123155 KRAFT MECHANICAL LLC	\$13,241.86	3/29/2022 R

123156 KRAUS ANDERSON CONSTRUCTION CO	\$133,321.49	3/29/2022 R
123157 KULLY SUPPLY COMPANY	\$158.92	3/29/2022 R
123158 LAKESHORE LEARNING MATERIALS	\$75.96	3/29/2022 R
123159 LANGUAGE LINE SERVICES	\$776.36	3/29/2022 R
123160 LARA, SUMMER	\$150.00	3/29/2022 R
123161 LEARNING A-Z	\$216.00	3/29/2022 R
123162 LIBERTY CLASSICAL ACADEMY	\$155.00	3/29/2022 R
123163 LILL, ARYN	\$540.00	3/29/2022 R
123164 LINDE GAS & EQUIPMENT INC	\$61.05	3/29/2022 R
123165 LITERACY RESOURCES LLC	\$345.56	3/29/2022 R
123166 LORENZ RECOGNITION CO	\$944.25	3/29/2022 R
123167 L T G POWER EQUIPMENT	\$143.04	3/29/2022 R
123168 MACKIN EDUCATIONAL RESOURCES	\$1,296.47	3/29/2022 R
123169 MADAUS, KIRSTEN G.	\$80.00	3/29/2022 R
123170 MAHTOMEDI COMMUNITY EDUCATION	\$485.00	3/29/2022 R
123171 MAIJALA, GRACE K.	\$75.00	3/29/2022 R
123172 MARCO TECHNOLOGIES LLC	\$2,973.83	3/29/2022 R
123173 MARCO TECHNOLOGIES LLC	\$653.51	3/29/2022 R
123174 MAVO SYSTEMS INC	\$20,538.00	3/29/2022 R
123175 MCDONOUGH'S WATERJETTING AND DRAIN CLEANING	\$0.00	3/29/2022 C
123176 MCDONOUGH'S WATERJETTING AND DRAIN CLEANING	\$2,201.94	3/29/2022 R
123177 MCKIE SPLINTS	\$31.90	3/29/2022 R
123178 MEDTOX LABORATORIES	\$213.63	3/29/2022 R
123179 METRO MEALS ON WHEELS INC	\$0.00	3/29/2022 C
123180 METRO MEALS ON WHEELS INC	\$686.75	3/29/2022 R
123181 METRO SOUND AND LIGHTING	\$1,116.00	3/29/2022 R
123182 METROPOLITAN TRANSPORTATION NETWORK	\$54,240.03	3/29/2022 R
123183 MIDAMERICA BOOKS	\$581.70	3/29/2022 R
123184 MIDWEST BUS PARTS INC	\$655.02	3/29/2022 R
123185 MILLERBERND MFG	\$5,522.00	3/29/2022 R
123186 MINVALCO INC	\$729.75	3/29/2022 R
123187 MN DEBATE TEACHERS ASSOC (MDTA)	\$70.00	3/29/2022 R
123188 MN HISTORICAL SOCIETY	\$230.00	3/29/2022 R
123189 MN HUMANITIES CENTER	\$2,500.00	3/29/2022 R
123190 MN SWORD PLAY	\$600.00	3/29/2022 R
123191 MN ZOO	\$658.00	3/29/2022 R
123192 MORAVEC, AMBER S.	\$96.95	3/29/2022 R
123193 MRI SOFTWARE LLC	\$291.00	3/29/2022 R
123194 MSP COMMUNICATIONS	\$1,300.00	3/29/2022 R
123195 MYSTERY SCIENCE INC	\$799.00	3/29/2022 R
123196 NAC MECHANICAL & ELECTRICAL SERV	\$19,855.00	3/29/2022 R
123197 NASVIK, CRAIG S.	\$17.88	3/29/2022 R
123198 NCPERS GROUP LIFE INS	\$112.00	3/29/2022 R
123199 NCS PEARSON INC	\$307.20	3/29/2022 R
123200 NEWTRAX	\$7,102.80	3/29/2022 R
123201 NORCENTRONIX DISTRIBUTING	\$850.00	3/29/2022 R
123202 NORTH CENTRAL BLUE BIRD BUS SALES	\$0.00	3/29/2022 C
123203 NORTH CENTRAL BLUE BIRD BUS SALES	\$0.00	3/29/2022 C

123204 NORTH CENTRAL BLUE BIRD BUS SALES	\$1,914.22	3/29/2022 R
123205 NORTHBOUND CREATIVE	\$432.00	3/29/2022 R
123206 NOVAK, JAMES	\$69.00	3/29/2022 R
123207 O'NEILL ELECTRIC INC	\$28,500.00	3/29/2022 R
123208 O'REILLY AUTOMOTIVE INC	\$0.00	3/29/2022 C
123209 O'REILLY AUTOMOTIVE INC	\$0.00	3/29/2022 C
123210 O'REILLY AUTOMOTIVE INC	\$0.00	3/29/2022 C
123211 O'REILLY AUTOMOTIVE INC	\$0.00	3/29/2022 C
123212 O'REILLY AUTOMOTIVE INC	\$435.61	3/29/2022 R
123213 OFFICE DEPOT, INC	\$126.04	3/29/2022 R
123214 OPITZ, LAURIE A.	\$1,977.50	3/29/2022 R
123215 OXYGEN SERVICE COMPANY INC	\$156.11	3/29/2022 R
123216 PAI	\$900.00	3/29/2022 R
123217 PAR INC	\$77.00	3/29/2022 R
123218 PARTS TOWN, LLC	\$145.20	3/29/2022 R
123219 PATZOLDT CONCRETE & MASONRY LLC	\$40,375.00	3/29/2022 R
123220 PEARSON VIRTUAL SCHOOLS USA	\$54,255.00	3/29/2022 R
123221 PEDIATRIC HOME SERVICE	\$1,481.25	3/29/2022 R
123222 PETERSON BROS ROOFING & CONST	\$971.11	3/29/2022 R
123223 PHASOR ELECTRIC COMPANY	\$4,750.00	3/29/2022 R
123224 PINNACLE WALL SYSTEMS INC	\$102,588.13	3/29/2022 R
123225 PIONEER MIDWEST	\$684.68	3/29/2022 R
123226 PRESS PUBLICATIONS	\$3,301.38	3/29/2022 R
123227 PRIME CONSTRUCTION SOLUTIONS LLC	\$160.83	3/29/2022 R
123228 PRO-ED INC	\$310.20	3/29/2022 R
123229 QUADIENT LEASING	\$474.42	3/29/2022 R
123230 RAMSEY COUNTY PARKS/REC DEPT	\$383.00	3/29/2022 R
123231 RAMSEY EXCAVATING COMPANY	\$92,872.63	3/29/2022 R
123232 RED CEDAR STEEL ERECTORS INC	\$85,500.00	3/29/2022 R
123233 REDWOOD TOXICOLOGY LABORATORY	\$61.32	3/29/2022 R
123234 REGION 4AA	\$1,035.00	3/29/2022 R
123235 REPUBLIC SERVICES #899	\$10,831.33	3/29/2022 R
123236 RIVERSIDE INSIGHTS	\$517.00	3/29/2022 R
123237 ROGERS, JENNIFER K.	\$108.00	3/29/2022 R
123238 ROSEVILLE SPEECH	\$28.00	3/29/2022 R
123239 ROW-LOFF PRODUCTIONS	\$57.00	3/29/2022 R
123240 RTL CONSTRUCTION INC	\$18,382.50	3/29/2022 R
123241 RUPP ANDERSON SQUIRES	\$6,781.32	3/29/2022 R
123242 RUPP, HENRY J.	\$175.00	3/29/2022 R
123243 RYDIN	\$306.75	3/29/2022 R
123244 S&J GLASS INC	\$25,790.60	3/29/2022 R
123245 SANKEY, DEVIN M.	\$154.00	3/29/2022 R
123246 SAVE A LIFE MN	\$720.00	3/29/2022 R
123247 SCHMITTDIEL, CINDY	\$430.37	3/29/2022 R
123248 SCHMITT MUSIC COMPANY	\$16.90	3/29/2022 R
123249 SCHOLASTIC, INC.	\$112.74	3/29/2022 R
123250 SCHOOL HEALTH CORPORATION	\$366.08	3/29/2022 R
123251 SCHOOL SPECIALTY LLC	\$1,291.44	3/29/2022 R

123252 SCOTT ELECTRIC	\$905.46	3/29/2022 R
123253 SEEVER, GRAY	\$160.00	3/29/2022 R
123254 SKOW, KAREN L.	\$1,215.00	3/29/2022 R
123255 SMITH, MICHAEL J. JR	\$300.00	3/29/2022 R
123256 SOLARWINDS	\$956.00	3/29/2022 R
123257 SOLBERG, BEVERLY J.	\$780.00	3/29/2022 R
123258 SOLIANT	\$33,487.25	3/29/2022 R
123259 SPECIALTY SYSTEMS INC	\$7,125.00	3/29/2022 R
123260 SPRIGGS PLUMBING & HEATING INC	\$10,102.97	3/29/2022 R
123261 ST ANTHONY VILLAGE HIGH SCHOOL	\$56.00	3/29/2022 R
123262 STATE SUPPLY CO	\$364.80	3/29/2022 R
123263 STAY TUNED PIANO SERVICES	\$851.74	3/29/2022 R
123264 STEPHAN THOMAS R,JR	\$69.00	3/29/2022 R
123265 STIMULUS ATHLETIC LLC	\$2,305.00	3/29/2022 R
123266 STREAMLINE DESIGN INC	\$2,907.00	3/29/2022 R
123267 SUMMIT FIRE PROTECTION	\$365.00	3/29/2022 R
123268 SUNRISE PAINTING & WALLCOVERING INC	\$1,912.95	3/29/2022 R
123269 SUPERSET TILE & STONE	\$3,900.00	3/29/2022 R
123270 SYNOVIA SOLUTIONS	\$1,551.40	3/29/2022 R
123271 TAMARACK NATURE CENTER	\$892.08	3/29/2022 R
123272 TEACHER SYNERGY LLC	\$81.55	3/29/2022 R
123273 TORMACH INC	\$104.89	3/29/2022 R
123274 TR ENVIRONMENTAL CONSULTING LLC	\$7,065.00	3/29/2022 R
123275 TRADE PRESS INC	\$635.00	3/29/2022 R
123276 TRAFERA LLC	\$331.00	3/29/2022 R
123277 TRANSLANGUAGES, LLC	\$0.00	3/29/2022 C
123278 TRANSLANGUAGES, LLC	\$2,913.49	3/29/2022 R
123279 TRIMARK MARLINN LLC	\$8,784.00	3/29/2022 R
123280 TRITON PERFORMANCE APPAREL LLC	\$1,249.75	3/29/2022 R
123281 TWIN CITY JANITOR SUPPLY CO	\$3,565.00	3/29/2022 R
123282 TWIN CITY TRANSPORTATION INC	\$114,638.12	3/29/2022 R
123283 TWIN CITY HARDWARE COMPANY INC	\$8,410.22	3/29/2022 R
123284 UHL COMPANY INC	\$792.00	3/29/2022 R
123285 UNITED GLASS INC	\$1,565.70	3/29/2022 R
123286 UNIVERSITY OF MN OFC OF STUDENT FINANCE	\$725.00	3/29/2022 R
123287 US OMNI & TSACG COMPLIANCE SERVICES, INC	\$940.24	3/29/2022 R
123288 VANG, YENG	\$5.99	3/29/2022 R
123289 VIKING ELECTRIC SUPPLY	\$5,775.08	3/29/2022 R
123290 VON FANGE, MICHAEL	\$94.00	3/29/2022 R
123291 WASHINGTON COUNTY	\$2,080.00	3/29/2022 R
123292 WAYZATA HIGH SCHOOL	\$400.00	3/29/2022 R
123293 WB AREA EMERGENCY FOOD SHELF	\$875.27	3/29/2022 R
123294 WHITE BEAR LOCKSMITH INC	\$65.00	3/29/2022 R
123295 WHITE BEAR MONTESSORI	\$531.29	3/29/2022 R
123296 WEIDNER PLUMBING & HEATING CO	\$16,843.50	3/29/2022 R
123297 WENGER CORP	\$928.44	3/29/2022 R
123298 WHOLE PHONICS INC	\$83.37	3/29/2022 R
123299 WL HALL COMPANY	\$3,012.50	3/29/2022 R

123300 WORLD CUP SUPPLY INC	\$156.35	3/29/2022 R
123301 XCEL ENERGY	\$4,670.33	3/29/2022 R
123302 YMCA OF THE GREATER TWIN CITIES	\$60,719.11	3/29/2022 R
123303 ZEN FITNESS	\$720.00	3/29/2022 R
123304 ZONEONE LOCATING	\$388.50	3/29/2022 R
9993441 INTERNAL REVENUE SERVICE	\$0.00	3/8/2022 C
9993442 INTERNAL REVENUE SERVICE	\$0.00	3/8/2022 C
9993443 INTERNAL REVENUE SERVICE	\$0.00	3/8/2022 C
9993444 INTERNAL REVENUE SERVICE	\$0.00	3/8/2022 C
9993445 INTERNAL REVENUE SERVICE	\$17,578.77	3/8/2022 R
9993446 MN DEPT OF REVENUE	\$1,009.23	3/8/2022 R
9993447 PUBLIC EMP RETIREMENT ASSOC	\$0.00	3/8/2022 C
9993448 PUBLIC EMP RETIREMENT ASSOC	\$14,183.43	3/8/2022 R
9993449 AIG	\$6,885.11	3/16/2022 R
9993450 AMERICAN FUNDS	\$81,712.79	3/16/2022 R
9993451 AMERIPRISE FINANCIAL SERVICES	\$19,201.87	3/16/2022 R
9993452 AXA EQUITABLE	\$34,842.93	3/16/2022 R
9993453 BENEFIT RESOURCE, INC	\$96,104.71	3/16/2022 R
9993454 EDUCATION MN ESI BILLING TRUST	\$32,993.81	3/16/2022 R
9993455 INTERNAL REVENUE SERVICE	\$0.00	3/16/2022 C
9993456 INTERNAL REVENUE SERVICE	\$0.00	3/16/2022 C
9993457 INTERNAL REVENUE SERVICE	\$0.00	3/16/2022 C
9993458 INTERNAL REVENUE SERVICE	\$0.00	3/16/2022 C
9993459 INTERNAL REVENUE SERVICE	\$0.00	3/16/2022 C
9993460 INTERNAL REVENUE SERVICE	\$0.00	3/16/2022 C
9993461 INTERNAL REVENUE SERVICE	\$0.00	3/16/2022 C
9993462 INTERNAL REVENUE SERVICE	\$768,212.32	3/16/2022 R
9993463 METROPOLITAN LIFE	\$1,049.81	3/16/2022 R
9993464 MN DEPT OF HUMAN SERVICES	\$1,362.60	3/16/2022 R
9993465 MN DEPT OF REVENUE	\$0.00	3/16/2022 C
9993466 MN DEPT OF REVENUE	\$123,646.12	3/16/2022 R
9993467 MN STATE RETIREMENT	\$7,885.13	3/16/2022 R
9993468 PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	\$3,758.88	3/16/2022 R
9993469 PUBLIC EMP RETIREMENT ASSOC	\$0.00	3/16/2022 C
9993470 PUBLIC EMP RETIREMENT ASSOC	\$0.00	3/16/2022 C
9993471 PUBLIC EMP RETIREMENT ASSOC	\$132,002.78	3/16/2022 R
9993472 TEACHERS RETIREMENT ASSOC	\$0.00	3/16/2022 C
9993473 TEACHERS RETIREMENT ASSOC	\$403,711.26	3/16/2022 R
9993474 VANGUARD SMALL BUSINESS SERVICES	\$44,827.90	3/16/2022 R
9993474 INTERNAL REVENUE SERVICE	\$49.52	3/18/2022 R
9993475 WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	\$39,889.42	3/16/2022 R
9993476 SAM'S CLUB/SYNCHRONY BANK	\$0.00	3/22/2022 C
9993477 SAM'S CLUB/SYNCHRONY BANK	\$0.00	3/22/2022 C
9993478 SAM'S CLUB/SYNCHRONY BANK	\$0.00	3/22/2022 C
9993479 SAM'S CLUB/SYNCHRONY BANK	\$1,698.78	3/22/2022 R
9993480 BMO	\$0.00	3/28/2022 C
9993481 BMO	\$0.00	3/28/2022 C
9993482 BMO	\$0.00	3/28/2022 C

9993483 BMO	\$0.00	3/28/2022 C
9993484 BMO	\$0.00	3/28/2022 C
9993485 BMO	\$0.00	3/28/2022 C
9993486 BMO	\$0.00	3/28/2022 C
9993487 BMO	\$0.00	3/28/2022 C
9993488 BMO	\$0.00	3/28/2022 C
9993489 BMO	\$0.00	3/28/2022 C
9993490 BMO	\$0.00	3/28/2022 C
9993491 BMO	\$0.00	3/28/2022 C
9993492 BMO	\$0.00	3/28/2022 C
9993493 BMO	\$0.00	3/28/2022 C
9993494 BMO	\$0.00	3/28/2022 C
9993495 BMO	\$0.00	3/28/2022 C
9993496 BMO	\$0.00	3/28/2022 C
9993497 BMO	\$0.00	3/28/2022 C
9993498 BMO	\$0.00	3/28/2022 C
9993499 BMO	\$31,095.15	3/28/2022 R
9993500 INTERNAL REVENUE SERVICE	\$0.00	3/30/2022 C
9993501 INTERNAL REVENUE SERVICE	\$114.75	3/30/2022 R
9993502 AIG	\$6,885.11	3/31/2022 R
9993503 AMERICAN FUNDS	\$81,050.60	3/31/2022 R
9993504 AMERIPRISE FINANCIAL SERVICES	\$19,087.61	3/31/2022 R
9993505 AXA EQUITABLE	\$34,742.93	3/31/2022 R
9993506 BENEFIT RESOURCE, INC	\$95,543.00	3/31/2022 R
9993507 EDUCATION MN ESI BILLING TRUST	\$32,619.81	3/31/2022 R
9993508 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993509 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993510 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993511 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993512 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993513 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993514 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993515 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993516 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993517 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993518 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993519 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993520 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993521 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993522 INTERNAL REVENUE SERVICE	\$0.00	3/31/2022 C
9993523 INTERNAL REVENUE SERVICE	\$789,925.24	3/31/2022 R
9993524 METROPOLITAN LIFE	\$1,049.81	3/31/2022 R
9993525 MN DEPT OF HUMAN SERVICES	\$1,362.60	3/31/2022 R
9993526 MN DEPT OF REVENUE	\$0.00	3/31/2022 C
9993527 MN DEPT OF REVENUE	\$0.00	3/31/2022 C
9993528 MN DEPT OF REVENUE	\$0.00	3/31/2022 C
9993529 MN DEPT OF REVENUE	\$128,218.97	3/31/2022 R
9993530 MN STATE RETIREMENT	\$7,985.13	3/31/2022 R

9993531 PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	\$3,290.13	3/31/2022 R
9993532 PUBLIC EMP RETIREMENT ASSOC	\$0.00	3/31/2022 C
9993533 PUBLIC EMP RETIREMENT ASSOC	\$0.00	3/31/2022 C
9993534 PUBLIC EMP RETIREMENT ASSOC	\$0.00	3/31/2022 C
9993535 PUBLIC EMP RETIREMENT ASSOC	\$144,686.57	3/31/2022 R
9993536 TEACHERS RETIREMENT ASSOC	\$0.00	3/31/2022 C
9993537 TEACHERS RETIREMENT ASSOC	\$400,431.29	3/31/2022 R
9993538 VANGUARD SMALL BUSINESS SERVICES	\$0.00	3/31/2022 C
9993539 VANGUARD SMALL BUSINESS SERVICES	\$42,046.14	3/31/2022 R
9993540 WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	\$39,752.68	3/31/2022 R
212200725 ALLEN, KATHLEEN J.	\$30.63	3/2/2022 A
212200726 ANDERSON, JON C.	\$34.84	3/2/2022 A
212200727 BORGES GATEWOOD, MARA F.	\$45.63	3/2/2022 A
212200728 BRADLEY, LYDIA	\$53.24	3/2/2022 A
212200729 CARLEY, ANDREA J.	\$683.21	3/2/2022 A
212200730 CARLSON-CASA DE CALVO, JANET L.	\$26.88	3/2/2022 A
212200731 DOMSCHOT, KATHLEEN S.	\$35.69	3/2/2022 A
212200732 DRANGE, ANGELA M.	\$72.54	3/2/2022 A
212200733 ENGSTRAN, PAUL A.	\$329.00	3/2/2022 A
212200734 EVERT, ELIZABETH M.	\$57.31	3/2/2022 A
212200735 FEIRN, KERRY C.	\$211.50	3/2/2022 A
212200736 FERNANDEZ, KEVIN M.	\$455.00	3/2/2022 A
212200737 FREEMAN, CHRISTINA J.	\$6.80	3/2/2022 A
212200738 GAYLE, SHERI G.	\$325.00	3/2/2022 A
212200739 GRANGER, KIMBERLEY A.	\$130.00	3/2/2022 A
212200740 HARRIMAN, GRETCHEN E.	\$63.97	3/2/2022 A
212200741 HARVEY-CARLSON, ELIN J.	\$37.61	3/2/2022 A
212200742 HILDESTAD, JULIE A.	\$111.74	3/2/2022 A
212200743 JESMER, MICHAEL P.	\$564.54	3/2/2022 A
212200744 JORGENSEN, AMY L.	\$105.86	3/2/2022 A
212200745 JURAN, LINDSAY D.	\$33.28	3/2/2022 A
212200746 KAY MCPHERSON, CAROLYN M.	\$1,525.65	3/2/2022 A
212200747 KEMPENICH, STEVEN M.	\$90.12	3/2/2022 A
212200748 KOSTER, PATRICIA L.	\$81.54	3/2/2022 A
212200749 LARSON, TIMOTHY J.	\$48.28	3/2/2022 A
212200750 LEHENBAUER, MICHAEL L.	\$7.89	3/2/2022 A
212200751 LEHN, BRIDGET N.	\$73.13	3/2/2022 A
212200752 MALONEY, JESSE E.	\$150.27	3/2/2022 A
212200753 MARIER, JAMES J.	\$260.00	3/2/2022 A
212200754 NELSON, ALISSA B.	\$15.12	3/2/2022 A
212200755 O'LEARY, CHADRICK J.	\$27.44	3/2/2022 A
212200756 PETERSON, SCOTT J.	\$19.00	3/2/2022 A
212200757 RANCOUR, RACHEL	\$113.20	3/2/2022 A
212200758 ROE, ALEXIS M.	\$65.00	3/2/2022 A
212200759 ROLOFF, STEPHANIE H.	\$88.79	3/2/2022 A
212200760 ROSSITER, DANIEL J.	\$114.88	3/2/2022 A
212200761 SHIMSHOCK, KELSEY G.	\$225.81	3/2/2022 A
212200762 SICARD, HEIDI M.	\$125.00	3/2/2022 A

212200763	STOFFEL, JAMES E.	\$382.52	3/2/2022 A
212200764	SVIR, SARA A.	\$0.00	3/2/2022 C
212200765	SVIR, SARA A.	\$1,003.08	3/2/2022 A
212200766	TELAIE, CASSANDRA	\$29.75	3/2/2022 A
212200767	THOMAS, CHRISTINE L.	\$20.72	3/2/2022 A
212200768	TOLONEN, CLAY S.	\$90.32	3/2/2022 A
212200769	TRETTER, HAROLD S.	\$89.28	3/2/2022 A
212200770	WEDELL, THERESA K.	\$23.52	3/2/2022 A
212200771	ANDERSON, JON C.	\$569.97	3/16/2022 A
212200772	BERTELSEN, STACY A.	\$42.71	3/16/2022 A
212200773	CWENGROS, BRIDGET C.	\$99.45	3/16/2022 A
212200774	DERBY, SARA A.	\$81.74	3/16/2022 A
212200775	DONAHOE, TRACI L.	\$179.87	3/16/2022 A
212200776	DRANGE, ANGELA M.	\$65.00	3/16/2022 A
212200777	ERHARDT, JACLYN A.	\$4.80	3/16/2022 A
212200778	ERICKSON, KRISTIN L.	\$216.30	3/16/2022 A
212200779	EVERT, ELIZABETH M.	\$7.75	3/16/2022 A
212200780	FLATEN, LANE A.	\$65.00	3/16/2022 A
212200781	FREEMAN, CHRISTINA J.	\$109.71	3/16/2022 A
212200782	GALYON, AMY R.	\$67.86	3/16/2022 A
212200783	GAYLE, SHERI G.	\$65.00	3/16/2022 A
212200784	GILLESPIE, ALISON C.	\$90.46	3/16/2022 A
212200785	GUTHRIE, ASHLEY M.	\$25.16	3/16/2022 A
212200786	IMMEL, COLLEEN M.	\$197.16	3/16/2022 A
212200787	INGOLD, GINGER R.	\$15.80	3/16/2022 A
212200788	KILGO, GRACE C.	\$114.31	3/16/2022 A
212200789	KRUSEMARK, CARY L.	\$747.86	3/16/2022 A
212200790	KUEMMEL, JANEEN E.	\$69.99	3/16/2022 A
212200791	LANIGAN, CHERYL D.	\$262.93	3/16/2022 A
212200792	MADER, SETH A.	\$410.00	3/16/2022 A
212200793	MATTLIN, ANDRIA	\$184.25	3/16/2022 A
212200794	MCGARTHWAITE, MICHAEL R.	\$36.28	3/16/2022 A
212200795	MENIER, MATTHEW M.	\$161.27	3/16/2022 A
212200796	NACHTSHEIM, JOHN J.	\$80.73	3/16/2022 A
212200797	NADEAU, MARGARET M.	\$195.00	3/16/2022 A
212200798	PATRICK, MEGAN L.	\$15.44	3/16/2022 A
212200799	PETERSEN, JILL M.	\$26.53	3/16/2022 A
212200800	PHETTEPLACE, WANDA M.	\$68.59	3/16/2022 A
212200801	POLLARD, AIMIE N.	\$24.57	3/16/2022 A
212200802	ROESER, DANIEL W.	\$330.25	3/16/2022 A
212200803	SAMPOANG, DESSERAY R.	\$395.86	3/16/2022 A
212200804	SCHWARTZ, LISA C.	\$142.21	3/16/2022 A
212200805	SHIMSHOCK, KELSEY G.	\$225.81	3/16/2022 A
212200806	SMITH, LAURA A.	\$78.52	3/16/2022 A
212200807	STANIUS, TAMARA L.	\$35.97	3/16/2022 A
212200808	SYNAN, ERIN K.	\$80.45	3/16/2022 A
212200809	TESSMAN, JILEEN M.	\$226.42	3/16/2022 A
212200810	TROSKE, CARRIE L.	\$130.00	3/16/2022 A

212200811	YANG, SYRA	\$95.53	3/16/2022	A
212200812	ADHIKARI, MOHAN	\$86.54	3/30/2022	A
212200813	ANDERSON, JON C.	\$900.00	3/30/2022	A
212200814	ANDERSON, SHANNON A.	\$135.39	3/30/2022	A
212200815	ASPER, STEVEN M.	\$252.72	3/30/2022	A
212200816	BECKERS, TERI J.	\$153.76	3/30/2022	A
212200817	BEDELL, KYLEEN G.	\$114.95	3/30/2022	A
212200818	BORGES GATEWOOD, MARA F.	\$42.12	3/30/2022	A
212200819	BOWEN, SUSAN M.	\$175.00	3/30/2022	A
212200820	BREWER, ROBERT G.	\$2,018.05	3/30/2022	A
212200821	BURKE, ERIN M.	\$21.99	3/30/2022	A
212200822	CARLEY, ANDREA J.	\$122.23	3/30/2022	A
212200823	CARLINSCHAUER, KYLE L.	\$130.00	3/30/2022	A
212200824	CARNEY, AMY S.	\$240.00	3/30/2022	A
212200825	DARR, SHELLY M.	\$47.39	3/30/2022	A
212200826	DERBY, SARA A.	\$25.00	3/30/2022	A
212200827	DEUEL, LYN M.	\$90.00	3/30/2022	A
212200828	FRIESEN, GRACE A.	\$140.00	3/30/2022	A
212200829	GRAVLEY, STEPHEN A.	\$44.09	3/30/2022	A
212200830	GRISER, JENNIFER J.	\$110.00	3/30/2022	A
212200831	HILDESTAD, JULIE A.	\$96.53	3/30/2022	A
212200832	HOEG, SCOTT A.	\$26.68	3/30/2022	A
212200833	JESKE-WALFOORT, KIMBERLY A.	\$909.25	3/30/2022	A
212200834	JOHNSON, ANDREA M.	\$962.00	3/30/2022	A
212200835	JOHNSTONE, PAMELA M.	\$47.88	3/30/2022	A
212200836	KIEGER, MOLLY A.	\$94.02	3/30/2022	A
212200837	KLECKER, KEVIN W.	\$275.55	3/30/2022	A
212200838	KOSTER, PATRICIA L.	\$30.42	3/30/2022	A
212200839	LARSON, TIMOTHY J.	\$79.20	3/30/2022	A
212200840	LEVELIUS, JENA R.	\$110.56	3/30/2022	A
212200841	LU, JOAN M.	\$71.68	3/30/2022	A
212200842	MERSCH, NICOLE A.	\$76.05	3/30/2022	A
212200843	MISGEN, MARK A.	\$194.70	3/30/2022	A
212200844	MOSENG, AMANDA R.	\$130.00	3/30/2022	A
212200845	MUNDELL, GERALD K.	\$782.40	3/30/2022	A
212200846	NADEAU, MEGHAN M.	\$39.75	3/30/2022	A
212200847	OSWALD, NICOLE M.	\$261.77	3/30/2022	A
212200848	PATRICK, MEGAN L.	\$32.17	3/30/2022	A
212200849	PIERSON, CATHERINE A.	\$24.07	3/30/2022	A
212200850	RIEBOW, MATTHEW R.	\$146.24	3/30/2022	A
212200851	RODRIGUEZ, DARCY A.	\$200.00	3/30/2022	A
212200852	ROE, ALEXIS M.	\$65.00	3/30/2022	A
212200853	SANTOSCOY, BRIANA J.	\$558.40	3/30/2022	A
212200854	SCHLOSSER, GABRIELLE A.	\$87.67	3/30/2022	A
212200855	SHIMSHOCK, KELSEY G.	\$8.00	3/30/2022	A
212200856	TARNOWSKI, ERIN C.	\$59.88	3/30/2022	A
212200857	THIBAUT, DEBRA S.	\$120.00	3/30/2022	A
212200858	THOM, NANCY L.	\$88.28	3/30/2022	A

212200859 TULBERG, AMY C.	\$28.56	3/30/2022 A
212200860 VOLLMER, JENNA D.	\$179.02	3/30/2022 A
212200861 WIGHTMAN, KAITLYN M.	\$90.00	3/30/2022 A
212200862 YOUNG, MATTHEW V.	\$314.00	3/30/2022 A
	\$17,533,364.46	

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: **April 11, 2021**

SUGGESTED DISPOSITION: **Action Item**

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

Donation	Donor	Recipient
65 copies of the book " <i>Lucy's Engineering Adventure</i> "	Mayra Reyes- Controls Sales Support Engineer	All 1st and 2nd grade classrooms in the district
\$10.00	Target Corporation % CyberGrants, LLC	Hugo Elementary
\$462.06	Lakeaires PTO	Lakeaires Elementary Teachers
\$56.97	Lakeaires PTO	Lakeaires Elementary Teachers
\$32.70	Thomson Reuters	District Center
\$15.90	Sally McKinley	Meals on Wheels at the Senior Center
5 receiving blankets, 1 hooded sweatshirt	Yarn B's Group	Layette Donation at the Senior Center
\$12.10	Marcia DeValk	Meals on Wheels at the Senior Center
\$50.00	Janet Bowser	The Senior Center
\$18.80	Cleone Dotseth	Meals on Wheels at the Senior Center
\$30.00	Stan Faust	The Senior Center
\$50.00	Elizabeth De Lay	Meals on Wheels at the Senior Center

RECOMMENDED ACTION:

Approve.

AGENDA ITEM: **Field Trip Request**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Action Item**

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

BACKGROUND:

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

Date and Destination	Requesting Staff Member and Group	School Days Missed	Students Attending	Total Cost per Student	Total Cost of Trip and Source of Revenue	Transportation	Purpose
4/20 - 4/21/2022 Nissewa, MN	Craig Nasvik Boys' Golf	1	6	Food only	\$495 Parents and S.A. Boys' Golf	District van	To compete in an out-state tournament.
4/21 - 4/23/2022 Fergus Falls, MN	Craig Nasvik Girls' Golf	1	6	\$110	\$660 Parents and Fundraiser	District van	To compete in an out-state tournament.

5/5 - 5/7/2022 MAAP STARS Spring Conference in Mankato, MN	Laura Watters and Ann Myers ALC MAAP STARS	1.75	14	\$40	\$2500 Student Activity Fund and Perkins Fund	District bus	To give students the opportunity to showcase their skills in the Minnesota Standards as well as artistic, career, and life skills. Students participate in competitive events such as artistic display, artistic performance and project demonstration. Students give back to the community by volunteering their time to raising funds for the organization and by supporting staff who are sharing competitive events.
5/22 - 5/23/2022 Jay Cooke State Park	Tyler McCormick North Campus Ambassadors	0	12	\$0	\$782 Ambassador Budget	District van	Celebration of the 2nd year Ambassadors lettering and ending their Ambassador experience.

RECOMMENDED ACTION:

Approve the field trips listed as recommended by the administration.

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).

RESIGNATION/TERMINATION/NON-RENEWAL - CLASSIFIED STAFF

SHAHEEN ABID – Paraeducator - Sunrise Park Middle School

Employed by District 624 since 01/06/2020

Effective Date: 03/18/2022

AMANDA BERGER – Health Assistant - Hugo Elementary

Employed by District 624 since 01/31/2022

Effective Date: 04/14/2022

CASANDRA BUEGE – Nutrition Service Assistant - Lincoln Elementary

Employed by District 624 since 03/14/2022

Effective Date: 03/31/2022

CORRIEN CORDOVA – Nutrition Service Assistant - Central Middle School

Employed by District 624 since 09/08/2021

Effective Date: 02/18/2022

MELISSA FRESHWATER – Health Assistant - Oneka Elementary

Employed by District 624 since 01/03/2022

Effective Date: 04/20/2022

JODY HALL – Paraeducator - Normandy Park

Employed by District 624 since 03/22/2022

Effective Date: 03/27/2022

GARY LOFQUIST – Custodial Engineer - WBLAHS - South Campus

Employed by District 624 since 10/22/2018

Effective Date: 04/02/2022

LIAO OTTERSON – Early Childhood Assistant - Hugo Elementary

Employed by District 624 since 03/14/2022

Effective Date: 03/15/2022

KATHLEEN MITCHELL – Lunchroom Supervisor - Normandy Park

Employed by District 624 since 01/03/2022

Effective Date: 02/17/2022

KAREN PETERS – Extended Day Assistant - Hugo Elementary

Employed by District 624 since 11/10/2021

Effective Date: 04/01/2022

JENNIFER RUHLAND – Paraeducator - Normandy Park

Employed by District 624 since 11/12/2018

Effective Date: 04/18/2022

STEPHANIE SEARS – Building Assistant - District Center

Employed by District 624 since 06/21/2021

Effective Date: 04/07/2022

RESIGNATION/TERMINATION/NON-RENEWAL - CERTIFIED STAFF
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HANNA ARNOLD – ECSE Teacher - Normandy Park

Employed by District 624 since 08/19/2019

Effective Date: 04/22/2022

JACQUELINE BARKER – Science Teacher - Central Middle School

Employed by District 624 since 08/20/2018

Effective Date: 03/25/2022

JESSICA JONES – Art Teacher - WBLAHS- North Campus

Employed by District 624 since 08/30/2021

Effective Date: 06/13/2022

CASSANDRA TELAE – Music Teacher - Central Middle School

Employed by District 624 since 08/19/2019

Effective Date: 06/13/2022

RESIGNATION/TERMINATION/NON-RENEWAL - NON-AFFILIATED

TRACY COOK – Youth Enrichment & Development Specialist - District Center

Employed by District 624 since 11/28/2016

Effective Date: 04/01/2022

SETH MADER – Accounting Coordinator - District Center

Employed by District 624 since 10/28/2019

Effective Date: 05/06/2022

XALTHAO – OST Activity Leader - Lincoln Elementary

Employed by District 624 since 11/12/2018

Effective Date: 01/14/2022

RETIREMENT - CLASSIFIED STAFF

GERARD LETENDRE – Bus Driver - Bus Garage

Employed by District 624 since 08/31/2016

Effective Date: 06/11/2021

CHANGE IN ASSIGNMENT - NON-AFFILIATED

ROBERT HANFT – From Van Driver - Bus Garage
To Dispatcher - Bus Garage
\$25.03 per hr., 40 hrs. per wk., \$10,612.72
Effective Date: 04/01/2022

TARA WILCOX – From Nutrition Services Assistant - Lincoln Elementary
To Out of School Time Activity Leader - Lincoln Elementary
\$19.27 per hr., 40 hrs. per wk., \$12,949.44
Effective Date: 03/07/2022

CHANGE IN ASSIGNMENT - CLASSIFIED STAFF

JAMES STOFFEL – From Assistant Head Engineer - Multiple Sites
To Head Engineer - Multiple Sites
From \$25.29 To \$26.73
Effective Date: 03/28/2022

TEMPORARY CHANGE IN ASSIGNMENT - CLASSIFIED STAFF

KAREN FILIPEK – NS Assistant - WBLAHS - North Campus
NS Elementary Manager - Lincoln Elementary
Increase in hours, from 28.75 hrs to 35 hrs week
Effective Date: 02/28/2022 - 04/01/2022

JULIE MATTICE – NS Elementary Manager - Lakeaires Elementary
Increase in hours, from 31.25 hrs to 33.75 hrs week
Effective Date: 03/29/2022 - 06/10/2022

FULL TIME LEAVE OF ABSENCE - NON-AFFILIATED STAFF

THANDEKA CHIINZE – Equity Achievement Integration Specialist - Willow Lane Elementary
Employed by District 624 since 08/24/2021
Effective Date: 03/21/2022 through 05/31/2022

FULL TIME LEAVE OF ABSENCE - CLASSIFIED STAFF

JANINE FROGNER – Nutrition Services Manager - Willow Lane Elementary
Employed by District 624 since 03/19/2007
Effective Date: 01/03/2022 through 04/04/2022

YEE KONG – Custodian - Otter Lake Elementary
Employed by District 624 since 09/19/2011
Effective Date: 12/02/2021 through 01/10/2022

ANNE MADLINE – Paraeducator - Otter Lake Elementary
Employed by District 624 since 11/30/2020
Effective Date: 03/17/2022 through 05/02/2022

EMILY MOUQSETE – Paraeducator - Otter Lake Elementary
Employed by District 624 since 08/29/2016
Effective Date: 01/04/2022 through 03/29/2022

LINDSAY NICKLASON – Paraeducator - Otter Lake Elementary
Employed by District 624 since 10/17/2016
Effective Date: 02/22/2022 through 06/10/2022

MALANIE REANEY – Extended Day Assistant - Otter Lake Elementary
Employed by District 624 since 02/13/2017
Effective Date: 08/03/2021 through 12/06/2021

CARRIE SIMMONS – Nutrition Services Assistant - Willow Lane Elementary
Employed by District 624 since 04/21/2008
Effective Date: 09/30/2021 through 01/03/2022

FULL TIME LEAVE OF ABSENCE - CERTIFIED STAFF

HANNA ARNOLD – ECSE Teacher - Normandy Park
Employed by the District 624 since 08/19/2019
Effective Date: 10/25/2021 through 01/28/2022

EMILY ASCHEMAN – Kindergarten Teacher - Otter Lake Elementary
Employed by District 624 since 08/22/2016
Effective Date: 09/17/2021 through 11/29/2021

DEREK COOPER – Physical Education and DAPE Teacher - Willow Lane Elementary
Employed by the District 624 since 08/22/1996
Effective Date: 12/03/2021 through 06/13/2022

ALISON DAVIES – 2nd Grade Teacher - Matoska Elementary
Employed by the District 624 since 08/20/2018
Effective Date: 10/08/2021 through 01/28/2022

RACHEL GARCIA – Spanish Teacher - Central Middle School
Employed by the District 624 since 08/20/2014
Effective Date: 09/16/2021 through 11/03/2021

JENNA GRACE – 3rd Grade Teacher - Willow Lane Elementary
Employed by the District 624 since 08/19/2019
Effective Date: 08/30/2021 through 11/16/2021

KARLA HARDING – 1st Grade Teacher - Matoska Elementary
Employed by the District 624 since 08/23/1999
Effective Date: 11/15/2021 through 12/09/2021

JOAN HAUG – 4th Grade Teacher - Oneka Elementary
Employed by the District 624 since 09/22/1998
Effective Date: 09/15/2021 through 09/30/2021

JOAN HAUG – 4th Grade Teacher - Oneka Elementary
Employed by the District 624 since 09/22/1998
Effective Date: 02/02/2022 through 03/04/2022

BETHANY HIBBARD – 4th Grade Teacher - Otter Lake Elementary
Employed by the District 624 since 08/30/2021
Effective Date: 09/17/2021 through 10/18/2021

JESSICA HICKMAN – Kindergarten Teacher - Hugo Elementary
Employed by the District 624 since 08/23/2007
Effective Date: 01/18/2022 through 05/31/2022

DUSTIN HOLMAN – Health Teacher - WBLAHS - South Campus
Employed by the District 624 since 08/20/2014
Effective Date: 10/06/2021 through 11/22/2021

KRISTIE HOLMAN – Spanish Teacher - Central Middle School
Employed by the District 624 since 08/20/2014
Effective Date: 10/06/2021 through 12/17/2021

ANGELA KLEVAN – 1st Teacher - Otter Lake Elementary
Employed by District 624 since 08/26/2010
Effective Date: 01/31/2022 through 06/13/2022

CASSANDRA LYDON – Avid Teacher - WBLAHS - South Campus
Employed by the District 624 since 08/27/2009
Effective Date: 01/03/2022 through 04/01/2022

JENNIFER MCPHERSON – Psychologist - Willow Lane Elementary
Employed by the District 624 since 08/20/2018
Effective Date: 09/23/2021 through 12/17/2021

KARI REED – Math Teacher - WBLAHS - North Campus
Employed by the District 624 since 08/24/2015
Effective Date: 09/22/2021 through 12/17/2021

EMILY SCANLON – 2nd Grade Teacher - Lincoln Elementary

Employed by the District 624 since 08/20/2018
Effective Date: 04/04/2022 through 03/13/2022

RACHEL SCHMIDT – Instructional Coach - Sunrise Park Middle School

Employed by the District 624 since 08/21/2017
Effective Date: 01/03/2022 through 03/04/2022

JENNIFER STORHAUG – 3rd Grade Teacher - Birch Lake Elementary

Employed by the District 624 since 08/21/2017
Effective Date: 11/15/2021 through 02/25/2022

CHRISTINE THOMAS – Science Teacher - Central Middle School

Employed by the District 624 since 08/19/2019
Effective Date: 09/24/2021 through 12/17/2021

LINDSEY THOMAS – 2nd Grade Teacher -Oneka Elementary

Employed by the District 624 since 08/26/2010
Effective Date: 10/05/2021 through 12/31/2021

ELIZABETH ULMER – 4th Grade Teacher - Oneka Elementary

Employed by the District 624 since 08/23/2001
Effective Date: 01/03/2022 through 01/24/2022

HEATHER WAHLSTRAND – Kindergarten Teacher - Lakeaires Elementary

Employed by District 624 since 08/22/2012
Effective Date: 11/22/2021 through 01/22/2022

THREE YEAR EXTENDED LEAVE REQUEST - CERTIFIED STAFF
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STEVEN ALLEN – 2nd Grade Teacher - Vadnais Heights Elementary

Employed by District 624 since 08/22/1996
Effective Date: 2022-2023 School Year through 2024-2025 School Year

NEW PERSONNEL - CLASSIFIED STAFF

ALICIA AMMERMAN – Paraeducator - WBLAHS - North Campus

\$20.14 per hr., 32.5 hrs. per wk., \$6,021.86
Effective Date: 04/06/2022

MICHELLE GONZALEZ – Part-Time Bus Driver - District Wide

\$19.71 per hr., 27.5 hrs. per wk., \$4,553.01
Effective Date: 04/11/2022

JODY HALL – Paraeducator - Normandy Park
\$20.14 per hr., 24 hrs. per wk., \$5,510.30
Effective Date: 03/22/2022

JENNIFER HOLSTEN – Part-Time Bus Driver - District Wide
\$20.22 per hr., 29 hrs. per wk., \$7,036.56
Effective Date: 03/15/2022

ALYSSA MALCHOW – Paraeducator - Otter Lake Elementary
\$20.14 per hr., 32.5 hrs. per wk., \$6,938.23
Effective Date: 03/28/2022

AMY MARANDA – Nutrition Service Assistant - Central Middle School
\$15.70 per hr., 21.25 hrs. per wk., \$3,536.42
Effective Date: 03/28/2022

PRESTON MUELLER – Nutrition Service Assistant - WBLAHS - North Campus
\$15.70 per hr., 18.75 hrs. per wk., \$2,826.00
Effective Date: 04/04/2022

NEW PERSONNEL - CERTIFIED STAFF
--

KAROLYN ERICKSON – Speech Language Pathologist - Otter Lake Elementary
1.0 FTE, MA, Step 3, \$55,704.07
Effective Date: 08/29/2022

TEMPORARY - CLASSIFIED STAFF

TOMMA SCHACHTNER – Early Childhood Assistant - Birch Lake Elementary
\$19.66 per hr., 27.9 hrs. per wk., \$5,190.24
Effective Date: 03/17/2022 through 05/27/2022

LONG TERM SUBSTITUTE - CLASSIFIED STAFF
--

LIAO OTTERSON – Early Childhood Assistant - Hugo Elementary
\$19.66 per hr., 27.9 hrs. per wk., \$ 5,730.89
Effective Date: 03/14/2022 - 05/27/2022

LORI PURDHAM – Administrative Assistant - Associate Principal/Attendance
\$21.79 per hr., 40 per wk., \$ 3,835.04
Effective Date: 03/14/2022 - 04/25/2022

LONG TERM SUBSTITUTE - CERTIFIED STAFF

LILY ANDERSON – 2nd Grade Teacher - Lincoln Elementary

BA, Step 1, \$12,452.37

Effective Date: 04/04/2022 - 06/13/2022

JUSTIN OACHS – Science Teacher - Central Middle School

BA, Step 1, \$14,405.68

Effective Date: 03/23/2022 - 06/13/2022

ERIKA TORONTO – ECSE Teacher - Normandy Park

MA, Step 1, \$6,683.28

Effective Date: 05/16/2022 - 06/24/2022

AGENDA ITEM: **Quarterly Investment Update**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Action Item**

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

BACKGROUND:

Policy 705 states, “The investment officer shall prepare and submit to the School Board a quarterly investment report that summarizes recent market conditions, economic developments, and anticipated investment conditions.”

Below you will find the information concerning our investments as of quarter-end. In the money market space, short-term rates have moved materially higher with the excepted series of rate hikes by the Federal Reserve. Short-term credit spreads also widened as investors accumulated cash, creating some supply/demand imbalances. The total overall aggregate general operating funds follows the District’s investment policy statement and Minnesota state statutes (Minnesota Statutes 118A.04) as all of the investment holdings are of very high quality. The District’s Other Post Employment Benefits (“OPEB”) Trust fund is also in compliance with Minnesota Statutes 356A.

As a reminder, the District can invest its operating general funds in only the most high-quality (low-risk) securities as allowed by Minnesota state statutes and the District’s investment policy guidelines. This includes government securities (U.S. Treasuries and Federal Agencies such as Fannie Mae, Freddie Mac, and Federal Agency mortgage-backed securities) high-grade commercial paper, which is short-term, FDIC-insured certificates of deposit; municipal bonds (state and local government securities); banker’s acceptances; repurchase agreements; and cash/money market funds or local government investment pools. Since the permitted investments as allowed by state statute are of the highest safety (and least risk), general operating fund investment earnings generated by governmental entities like the District tend to be low relative to portfolios managed with more latitude.

For the period ending March 31, 2022, the District’s overall general operating funds had the following characteristics:

Operating and Debt Funds Portfolio Summary		
Portfolio Holdings	Closing Market Value	Current Yield
MSDLAF+ Liquid Class	\$13,736,610.63	0.13%
MSDLAF+ MAX Class	\$6,701,852.41	0.25%
<i>Total</i>	<i>\$20,438,463.04</i>	
Operating and Debt Funds Portfolio Summary		
Type of Funds	Market Value	% of Assets
Temporarily Restricted Funds	\$3,614,237.88	17.7%
Unrestricted Funds	\$16,824,225.16	82.3%
<i>Total</i>	<i>\$20,438,463.04</i>	<i>100.0%</i>

Prospects of tighter monetary policy and the impact of inflation weighing on expectations for economic growth will drive the fixed income market going forward. With inflation at three-decade highs, investors are betting on multiple interest rate hikes in calendar year 2022. This is a welcome development after nearly two years of near-zero short-term rates. In the money market space, wider spreads and a steeper yield curve offer value in 6 – 12-month maturities. Also, yields on longer money market securities (6 – 12 months) have moved sharply higher and offer significant value.

Russia invaded Ukraine after months of military mobilization. Amid the tragic loss of life, war implications further disrupted supply chains, led to a surge in commodity prices, and triggered a sell-off in the equity markets. In response, the United States and its allies imposed sanctions on Russia, which included: 1) restrictions on Russian banks; 2) asset freezes and travel bans; 3) exclusion from the Swift payment system; and 4) blocking access to certain high-tech products. The crisis is also forcing a reassessment of European integration, security, and energy policy and dependencies.

Consumer inflation climbed at its fastest annual rate since 1982 amid rising energy prices, strong consumer demand, and ongoing supply constraints. Price increases were broad-based in the latest report with outsized increases in gasoline, food, transportation, clothing, and shelter costs. The rising cost of living continues to erode spending power, leading certain measures of consumer sentiment to fall to a new decade low.

Federal Reserve Chair Jerome Powell testified before the House Financial Services and Senate Banking Committees. The Fed chair noted that officials could hike rates and tighten at a faster clip if necessary to combat persistent inflation. Powell also acknowledged that geopolitical tensions have added uncertainty to the outlook, but have not shaken the Fed off its expected course.

Last month, the Federal Reserve raised interest rates by a quarter of a point and signaled six more increases for 2022. In response to the Fed, Treasury yields surged, led by rates on the front-end of the curve. By the end of March, the spread between 2-year Treasuries and 10-year Treasuries inverted, extending its flattening move. In fact, 2 and 10-year Treasury yields have seen their biggest gain in years, sliding to fresh highs for the year after Citigroup forecasted that the Fed will raise rates by 50 basis points (0.50%) at the next four policy meetings. The last time the 2-year/10-year spread

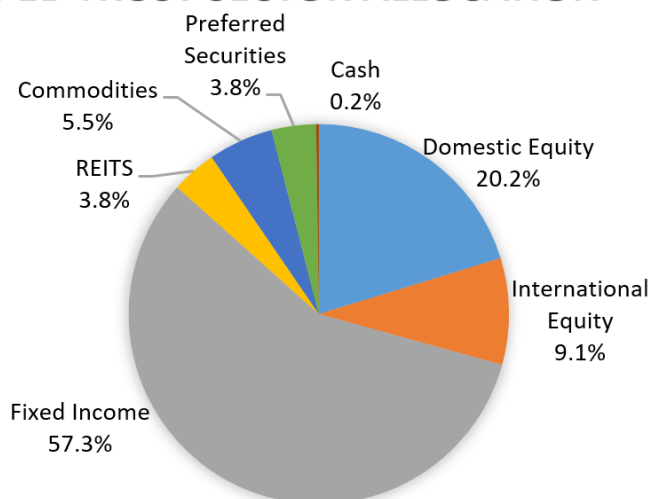
inverted was 2019. Throughout the past few weeks, expectations for Fed rate hikes and releases of mixed economic data pushed shorter-term Treasury yields higher, while an increasing global economic outlook had downward pressure on long-term yields.

The Russian invasion of Ukraine has created significant geopolitical uncertainty. Given the expectation for the Fed to stay the course on monetary policy tightening plans, the market still expects Treasury yields to continue to move higher. With rising energy prices contributing to an inflation rate already at record highs, the Federal Reserve is on track to raise rates and begin a tightening cycle to curb inflation. Although the war has brought more uncertainty to the markets, the Fed has said that it will continue to move, though “carefully.”

For the third quarter of fiscal year 2022, actual earned income in the MSDLAF+ accounts amounted to \$2,241.77. As noted earlier in this report, in the money market space short-term rates have moved higher and are expected to continue to move in this direction as the year progresses. Due to this fact, the budget for interest income in FY 2022 is now projected to be around \$7,800.

The OPEB Trust account managed by the District at the end of the quarter totaled: ~\$37,618,557.23. As of March 31, 2022, the OPEB investment portfolio was diversified and allocated as follows:

OPEB TRUST SECTOR ALLOCATION



Stocks closed out their worst quarter since the start of the coronavirus pandemic as the equity markets dealt with the pressures of the war in Ukraine, high inflation, and aggressive Fed expectations. Domestic equity markets, as represented by the S&P 500 Index, had negative returns for the quarter. Within the S&P, only one of the eleven sectors posted positive returns. The Energy sector was the quarter’s best performing, with all other sectors posting negative returns. Non-U.S. equity markets, represented by the MSCI ACWI ex-U.S. index, also had negative returns as well as emerging markets. The active contract for West Texas Intermediate crude oil rose to over \$100/barrel during the quarter.

The war between Russia and Ukraine has not only wrought destruction in Ukraine, but its ripple effects across the world economy have begun to make their market as well. The conflict is expected to knock an estimated \$1 trillion off the world's economy and add 3% to global inflation this year, according to the UK's National Institute of Economic and Social Research. The prospect of another possible supply chain crisis caused by the war in eastern Europe has raised concerns for many industries whose supply chains have only recently begun to recover from the last shock.

Sanctions from the U.S., EU, and others have been put into effect as an attempt to pressure Russia into peace talks, but in today's globalized economy, sanctions are rarely ever free of cost. With Russia standing as the world's eleventh largest economy, removing it from the global financial system will almost certainly cause collateral damage.

Energy prices have already seen the conflict's impact, with oil and gas prices spiking, despite carve-outs in the sanctions to specifically not affect them. The EU has seen inflation hit record highs due to surging energy prices as Russia supplies almost 40% of its natural gas. Despite only importing approximately 3% of its oil from Russia, the U.S. has also seen its highest price since 2014.

For the period ending March 31, 2022, the OPEB Trust account had the following preliminary returns:

Other Post-Employment Benefits ("OPEB") Trust Fund Returns		
Portfolio / Benchmark	Quarter-To-Date Return	Year-To-Date Return
OPEB Trust Account	-5.63%	-5.63%
Blended Benchmark	-6.50%	-6.50%
<i>Difference</i>	<i>+0.87%</i>	<i>+0.87%</i>

The following page summarizes our 2020A facilities referendum and 2021A facilities maintenance bond proceeds, which are managed by Ehlers Investments. We had the opportunity to take advantage of the high-yield, long-term municipal bonds that were available throughout 2020 and 2021 and continue to find high quality investments to meet the project timelines. We worked with Kraus Anderson to ensure that we will continue to meet our projected cash flow needs while locking in long-term investments as much as possible. The investments purchased continue to maintain a high credit quality with an average investment rating of AA by S&P. The invested portfolio is structured in a way for investments to mature on a regular basis to meet our payment obligations without needing to sell securities early.

One item to note, due to changes in interest rates and market fluctuations, the portfolio currently holds a \$-1,135,281 unrealized loss. It is important to note that this loss will not be incurred as the plan is to hold all investments to maturity, at which time the District will receive the full amount of principal and interest paid in full. Ehlers is actively monitoring the portfolio and investing in such a way as to have the investment maturities align with the District's construction needs. The portfolio's current annualized yield is 2.74%. The total portfolio value plus accrued interest as of March 31,

2021 was valued at \$201,130,146.24, of which 97% is invested in fixed income securities, while the remaining 3% consists of short term investments maturing within 30 days and cash to provide additional liquidity beyond planned expenditures. Our Net Income for the quarter ending March 31, 2022 totaled \$549,149.

Q1 2022 Investment Summary

01/01/2022 - 03/31/2022

White Bear Lake Area Agg (209911)

Dated: 04/06/2022

Portfolio Summary

	Portfolio
Client	White Bear Lake Area Schools ISD 624
Custodian	TD Ameritrade
Source Account	---
Market Value	200,130,146.24
Net Unrealized Gain/Loss	-1,136,281.21
Market Value + Accrued	201,634,198.12
Book Yield	1.09
Duration	0.73
S&P Rating	AA
Moody's Rating	Aa3

Footnote: 1

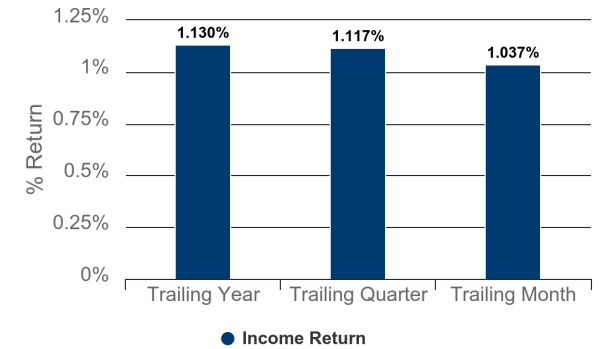
GAAP Income Detail

Account	Coupon Payment
White Bear Lake Area Schl 2021	67,010.35
White Bear Lake Area Schools	1,690,511.04

Total 1,757,521.39

Footnotes: 2,3,4

Performance Summary



Portfolio Composition

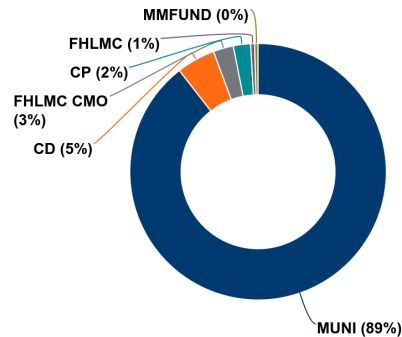
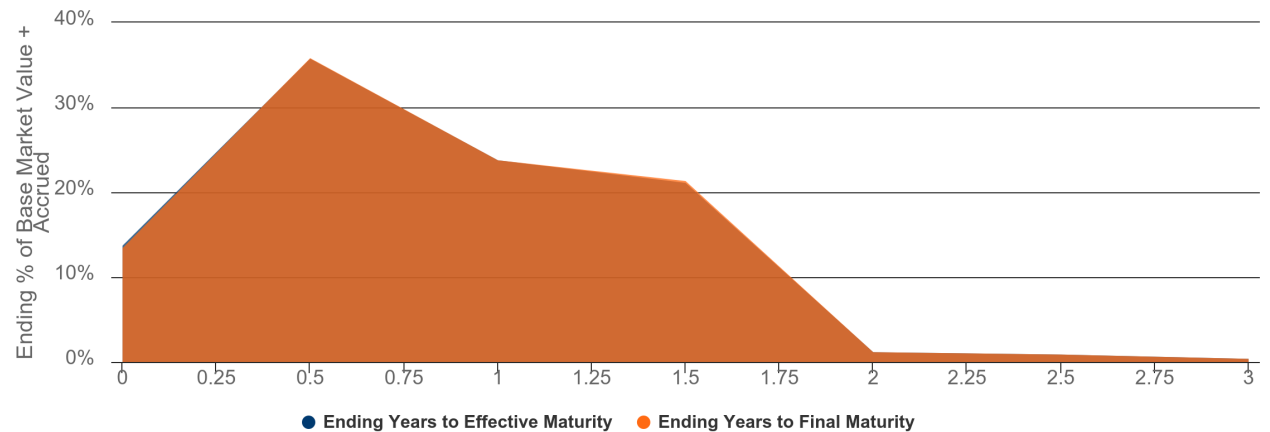


Chart calculated by: % of Market Value + Accrued

Time To Maturity



Ehlers is the joint marketing name of the following affiliated businesses (collectively, the "Affiliates"): Ehlers & Associates, Inc. ("EA"), a municipal advisor registered with the Municipal Securities Rulemaking Board ("MSRB") and the Securities and Exchange Commission ("SEC"); Ehlers Investment Partners, LLC ("EIP"), an investment adviser registered with the SEC; and Bond Trust Services Corporation ("BTS"), holder of a limited banking charter issued by the State of Minnesota.

Where an activity requires registration as a municipal advisor pursuant to Section 15B of the Exchange Act of 1934 (Financial Management Planning and Debt Issuance & Management), such activity is or will be performed by EA; where an activity requires registration as an investment adviser pursuant to the Investment Advisers Act of 1940 (Investments and Treasury Management), such activity is or will be performed by EIP; and where an activity requires licensing as a bank pursuant to applicable state law (paying agent services shown under Debt Issuance & Management), such activity is or will be performed by BTS. Activities not requiring registration may be performed by any Affiliate.

This communication does not constitute an offer or solicitation for the purchase or sale of any investment (including without limitation, any municipal financial product, municipal security, or other security) or agreement with respect to any investment strategy or program. This communication is offered without charge to clients, friends, and prospective clients of the Affiliates as a source of general information about the services Ehlers provides. This communication is neither advice nor a recommendation by any Affiliate to any person with respect to any municipal financial product, municipal security, or other security, as such terms are defined pursuant to Section 15B of the Exchange Act of 1934 and rules of the MSRB. This communication does not constitute investment advice by any Affiliate that purports to meet the objectives or needs of any person pursuant to the Investment Advisers Act of 1940 or applicable state law.

B. PUBLIC FORUM

Listed below are the procedures for addressing the School Board on a topic of interest or concern.

1. Speakers must reside in the District, be a guardian of a student(s) in the District, be a student in the District, or be employed by the District. The School Board will give priority to individuals who wish to address a specific item that is on the agenda for that meeting. After this priority has been applied, any remaining openings to speak - up to the total of ten individuals - will be determined by lot.
2. Public Forum will be open for up to 30 minutes (3 minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic). Speakers are encouraged to avoid repeating comments that other speakers have made.
3. Those who wish to address the School Board must submit a written request to speak before 3:00 pm on the day of the School Board meeting. Requests must be submitted to the following email address: publiccomment@isd624.org, or by phone at 651-407-7563.
4. The School Board Chair will call speakers to the microphone and will recognize one speaker at a time. Speakers must be in person to be recognized. Only those individuals who have been recognized by the School Board Chair will be allowed to speak during the public comment period.
5. School District policy and data privacy laws preclude the School Board from publicly discussing personnel and student matters or data, including information, which, if discussed in a public meeting could violate law or policy.
6. Members of the public may not engage in conduct that materially and substantially disrupts any part of a School Board meeting, or that otherwise impedes the School Board's ability to conduct its business in an orderly and efficient fashion.
7. If a speaker violates any of the established procedures or engages in any prohibited conduct, the Board Chair will rule the speaker out of order.
8. An appropriate school district official may be assigned to contact the speaker with answers to their questions or with follow-up information.
9. A handout on the purpose of the Public Forum and the process is available at each regular School Board meeting.
10. Citizens may be asked to address the School Board on a particular subject during the discussion of that item.

C. INFORMATION ITEMS

AGENDA ITEM: **Student Recognition**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Informational Item**

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

BACKGROUND:

We will recognize students who represented the district at a state level during tonight's meeting. Certificates and Bear pins have been distributed to the students.
Congratulations, students!

Honoree Name	Honor
Abby O'Brien, 9th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Addison Post, 9th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Becca Smith, 9th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Cami Bachmeier, 10th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Heidi Barber, 10th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Anna Bosman, 10th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Jordyn Schmittiel, 10th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Elizabeth Wallek, 10th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place

Blessing Adebisi, 11th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Julia Albin, 11th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Aveline McCabe, 11th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Ava Post, 11th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Tianna Scott, 11th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Anna Sommerhause, 11th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Addie Bachmeier, 12th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Khushi Bhakta, 12th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Lauren Eckerle, 12th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Emma Fouke, 12th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Nevaeh Hughes, 12th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Berit Menier, 12th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Erma Ramirez, 12th grade	Girls State Basketball Tournament Class 4AAAA - 3rd Place
Porter Drost, 11th grade	Boys Wrestling Section 4AAA Champion and State Tournament Participant
Matt Sloan, 12th grade	Boys Wrestling State Tournament Participant
Margaret Petersen, 11th grade	Minnesota Scholastic Art Awards Honorable Mention, Silver Key and Gold Key Award
Astrid Scharff, 11th grade	Minnesota Scholastic Art Awards Honorable Mention, and Silver Key Award
Daisy Vanderwood, 12th grade	Minnesota Scholastic Art Awards Gold Key Award
Song Xiong, 12th grade	Minnesota Scholastic Art Awards Honorable Mention

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **April 11, 2022**
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: **Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. There are no changes recommended to this policy.

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected child neglect or physical or sexual abuse.

RECOMMENDATION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the May 9, 2022 or a subsequent School Board meeting agenda for action.

Adopted: April 29, 1996
Revised: September 9, 2002
Revised: January 10, 2005
Revised: May 12, 2008
Revised: January 11, 2010
Annual Review: September 10, 2012
Annual Review: December 9, 2013
Annual Review: December 8, 2014
Annual Review: March 1, 2021

*White Bear Lake Area
School District #624 Policy 414*

Revised: October 11, 2010
Revised: November 14, 2011
Annual Review: July 11, 2016
Annual Review: January 8, 2018
Annual Review: March 4, 2019

414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE

I. PURPOSE

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected child neglect or physical or sexual abuse.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.556 requiring school personnel to report suspected child neglect or physical or sexual abuse.
- B. A violation of this policy occurs when any school personnel fails to immediately report instances of child neglect, or physical or sexual abuse when the school personnel knows or has reason to believe a child is being neglected or physically or sexually abused or has been neglected or physically or sexually abused within the preceding three years.

III. DEFINITIONS

- A. “Accidental” means a sudden, not reasonably foreseeable, and unexpected occurrence of an event which:
 - 1. is not likely to occur and could not have been prevented by exercise of due care; and
 - 2. is occurring while a child is receiving services from a facility, happens when the facility and the employee or person providing services in the facility are in compliance with the laws and rules relevant to the occurrence of the event.
- B. “Child” means a person under the age of 18, and, for purposes of Minn. Stat. Ch.260C (Child Protection) and Minn. Stat. Ch 260D (Child in Voluntary Foster Care for Treatment), includes an individual under age 21 who is in foster care pursuant to Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18).

- C. “Immediately” means as soon as possible, but in no circumstance longer than 24 hours.
- D. “Mandated reporter” means any school personnel, as defined in this policy, who knows or has reason to believe a child is being neglected or physically or sexually abused, or has been neglected or physically or sexually abused within the preceding three years.
- E. “Mental Injury” means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child’s ability to function within a normal range of performance and behavior with due regard to the child’s culture.
- F. “Neglect” means the commission or omission of any of the acts specified below, other than by accidental means:
 - 1. failure by a person responsible for a child’s care to supply a child with necessary food, clothing, shelter, health care, medical care, or other care required for the child’s physical or mental health when reasonably able to do so, including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;
 - 2. failure to protect a child from conditions or actions that seriously endanger the child’s physical or mental health, when reasonably able to do so;
 - 3. failure to provide for necessary supervision or appropriate child care arrangements after considering factors such as the child’s age, mental ability and physical condition; the length of absence, or environment, when the child is unable to care for his or her own basic needs or safety or the basic needs or safety of another child in his or her care;
 - 4. failure to ensure that a child is educated in accordance with state law, which does not include a parent’s refusal to provide his or her child with sympathomimetic medications;
 - 5. prenatal exposure to a controlled substance used by the mother for a nonmedical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the mother at delivery or the child’s birth, or medical effects or developmental delays during the child’s first year of life that medically indicate prenatal exposure to a controlled substance;
 - 6. medical neglect as defined by Minn. Stat. § 260C.007, subd. 6, Clause (5);

7. chronic and severe use of alcohol or a controlled substance by a parent or person responsible for the care of the child that adversely affects the child's basic needs and safety; or
8. emotional harm from a pattern of behavior which contributes to impaired emotional functioning of the child which may be demonstrated by a substantial and observable effect in the child's behavior, emotional response, or cognition that is not within the normal range for the child's age and stage of development, with due regard to the child's culture.

Neglect does not include spiritual means or prayer for treatment or care of disease where the person responsible for the child's care in good faith has selected and depended on those means for treatment or care of disease, except where the lack of medical care may cause serious danger to the child's health.

- G. "Non-maltreatment mistake" means: (1) at the time of the incident, the individual was performing duties identified in the center's child care program plan required under Minn. Rules Part 9503.0045; (2) the individual has not been determined responsible for a similar incident that resulted in a finding of maltreatment for at least seven years; (3) the individual has not been determined to have committed a similar non maltreatment mistake under this paragraph for at least four years; (4) any injury to a child resulting from the incident, if treated, is treated only with remedies that are available over the counter, whether ordered by a medical professional or not; and (5) except for the period when the incident occurred, the facility and the individual providing services were both in compliance with all licensing requirements relevant to the incident. This definition only applies to child care centers licensed under Minn. Rules Ch. 9503.
- H. "Person responsible for the child's care" means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employees or agents, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.
- I. "Physical abuse" means any physical injury, mental injury, or threatened injury, inflicted by a person responsible for the child's care other than by accidental means; or any physical or mental injury that cannot reasonably be explained by the child's history of injuries or any aversive or deprivation procedures, or regulated interventions, that have not been authorized by Minn. Stat §125A.0942 or § 245.825.

Abuse does not include reasonable and moderate physical discipline of a child administered by a parent or legal guardian which does not result in an injury.

Abuse does not include the use of reasonable force by a teacher, principal, or school employee as allowed by Minn. Stat. § 121A.582.

Actions which are not reasonable and moderate include, but are not limited to, any of the following: (1) throwing, kicking, burning, biting, or cutting a child; (2) striking a child with a closed fist; (3) shaking a child under age three; (4) striking or other actions which result in any nonaccidental injury to a child under 18 months of age; (5) unreasonable interference with a child's breathing; (6) threatening a child with a weapon, as defined in Minn. Stat. § 609.02, Subd. 6; (7) striking a child under age one on the face or head; (8) striking a child who is at least age one but under age four on the face or head, which results in an injury; (9) purposely giving a child poison, alcohol, or dangerous, harmful, or controlled substances which were not prescribed for the child by a practitioner, in order to control or punish the child, or giving the child other substances that substantially affect the child's behavior, motor coordination, or judgment or that result in sickness or internal injury, or subject the child to medical procedures that would be unnecessary if the child were not exposed to the substances; (10) unreasonable physical confinement or restraint not permitted under Minn. Stat. § 609.379 including, but not limited to, tying, caging, or chaining; or (11) in a school facility or school zone, an act by a person responsible for the child's care that is a violation under Minn. State § 121A.58.

Neither physical abuse or neglect includes a non maltreatment mistake.

- J. "Report" means any communication received by the local welfare agency, police 414-4 department, county sheriff, or agency responsible for child protection pursuant to this section that describes neglect or physical or sexual abuse of a child and contains sufficient content to identify the child and any person believed to be responsible for the neglect or abuse, if known.
- K. "School personnel" means professional employee or a professional's delegate of the school district who provides health, educational, social, psychological, law enforcement or child care services.
- L. "Sexual abuse" means the subjection of a child by a person responsible for the child's care, by a person who has a significant relationship to the child (as defined in Minn. Stat. § 609.341, Sub. 15), or by a person in a current or recent position of authority (as defined in Minn. Stat. § 609.341, Subd. 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such acts include sexual penetration, sexual contact, solicitation of children to engage in sexual conduct, and communication of sexually explicit materials to children. Sexual abuse also includes any act involving a minor which constitutes a violation of Minnesota statutes prohibiting prostitution, or use of a minor in a sexual performance. Sexual abuse includes all reports of known or suspected child sex trafficking involving a child who is identified as a victim of sex trafficking. Sexual abuse includes threatened sexual abuse, which includes the status of a parent or household member who has committed a violation which

requires registration under Minn Stat. § 243.166, Subd. 1b(a) or (b) (Registration of Predatory Offenders.)

- M. “Threatened injury” means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child’s care who has subjected the child to, or failed to protect a child from, egregious harm, or a person whose parental rights were involuntarily terminated, been found palpably unfit, or one from whom legal and physical custody of a child has been involuntarily transferred to another.

IV. REPORTING PROCEDURES

- A. A mandated reporter shall immediately report the neglect or physical or sexual abuse, which he or she knows or has reason to believe is happening or has happened within the preceding three years, to the building principal or appropriate administrator and the local welfare agency, police department or county sheriff, tribal social services, or tribal police department. The reporter will include his or her name and address in the report.
- B. If the immediate report has been made orally, by telephone or otherwise, the oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff or local welfare agency, or agency responsible for assisting or investigating maltreatment. The written report shall identify the child, any person believed to be responsible for the abuse or neglect of the child, the nature and extent of the abuse or neglect and the name and address of the reporter.
- C. Regardless of whether a report is made, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident has occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.
- D. A mandated reporter who knows or has reason to know of the deprivation of parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.
- E. With the exception of a healthcare professional or a social service professional who is providing the woman with prenatal care or other health care services, a mandated reporter shall immediately report to the local welfare agency if the person knows or has reason to believe that a woman is pregnant and has used a controlled substance for a nonmedical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.

- F. A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, including possible termination of employment.
- G. Submission of a good faith report under Minnesota law and this policy will not adversely affect the reporter's employment or the child's access to school.
- H. Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The reckless making of a false report may also result in employee discipline.

V. INVESTIGATION

- A. The responsibility for investigating reports of suspected neglect or physical or sexual abuse rests with the appropriate county, state, or local agency or agencies. The agency responsible for assessing or investigating reports of child maltreatment has the authority to interview the child, the person or persons responsible for the child's care, the alleged perpetrator, and any other person with knowledge of the abuse or neglect for the purpose of gathering the facts, assessing safety and risk to the child, and formulating a plan. The interview may take place outside the presence of a school official. The investigating agency, not the school, is responsible for either notifying or withholding notification of the interview to the parent, guardian or person responsible for the child's care. School 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.
- B. When the investigating agency determines that an interview should take place on school property, written notification of intent to interview the child on school property will be received by school officials 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 property.
- C. Except where the alleged perpetrator is believed to be a school official or employee, the time and place, and manner of the interview on school premises shall be within the discretion of school officials, but the local welfare or law enforcement agency shall have the exclusive authority to determine who may attend the interview. The time, place, and manner of the interview set by the school officials shall be reasonable and the interview shall be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school officials and the local welfare or law enforcement agency. Every effort must be made to reduce the disruption of the educational program of the child, other students, and/or school employees when an interview is conducted on school premises.

- D. Where the alleged perpetrator is believed to be a school official or employee, the school district shall conduct its own investigation independent of any other governmental agency including the Minnesota Department of Education (MDE) and, if involved, the local welfare or law enforcement agency.
- E. Upon request by MDE, the school district shall provide all requested data that are relevant to a report of maltreatment and are in the possession of a school district, pursuant to an assessment or investigation of a maltreatment report of a student in school. The school district shall provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

VI. MAINTENANCE OF SCHOOL RECORDS CONCERNING ABUSE OR POTENTIAL ABUSE

- A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school property, written notification of the agency's intent to interview on school property must be received by school officials 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 the interview. The notification shall be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.
- B. All records regarding a report of maltreatment, including any notification of intent to interview which was received by the school as described above in Paragraph A., shall be destroyed by the school only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

VII. PHYSICAL OR SEXUAL ABUSE AS SEXUAL HARASSMENT OR VIOLENCE

Under certain circumstances, alleged physical or sexual abuse may also be sexual harassment or violence under Minnesota law. If so, duties relating to the reporting and investigation of such harassment or violence may be applicable.

VIII. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall appear in school personnel handbooks.
- B. The school district shall have a method of discussing this policy with school personnel.
- C. This policy shall be reviewed at least annually for compliance with state law.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

Minn. Stat. § 121A.58 (Corporal Punishment)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)
Minn. Stat. § 243.166 subd. 1b(a-b) (Registration of Predatory Offenders)
Minn. Stat. § 245.825 (Use of Aversive or Deprivation Procedures)
Minn. Stat. § 260C.007, subd. 6, clause (5) (Child in Need of Protection)
Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)
Minn. Stat. § 260D (Child in Voluntary Foster Care for Treatment)
Minn. Stat. § 609.02, subd. 6 (Definitions – Dangerous Weapon)
Minn. Stat. § 609.341, subd. 10 (Definitions – Position of Authority)
Minn. Stat. § 609.341, subd. 15 (Definitions – Significant Relationship)
Minn. Stat. § 609.379 (Reasonable Force)
Minn. Stat. § 626.556 *et.seq.* (Reporting of Maltreatment of Minors)
Minn. Stat. § 626.5561 (Reporting of Prenatal Exposure to Controlled Substances)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

Cross References: WBLASB Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

AGENDA ITEM: **Policy 415, Mandated Reporting of Maltreatment of Vulnerable Adults**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 415, Mandated Reporting of Maltreatment of Vulnerable Adults, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. There are no changes recommended to this policy.

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected maltreatment of vulnerable adults.

RECOMMENDATION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the May 9, 2022 or a subsequent School Board meeting agenda for action.

Adopted: April 29, 1996
Revised: August 25, 2003
Revised: January 11, 2010
Annual Review: August 8, 2011
Annual Review: December 9, 2013
Annual Review: November 9, 2015
Annual Review: March 4, 2019
Annual Review: March 1, 2021

*White Bear Lake Area
School District #624 Policy 415*

Annual Review: September 10, 2012
Annual Review: October 13, 2014
Annual Review: January 8, 2018
Annual Review: June 8, 2020

415 MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS

I. PURPOSE

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected maltreatment of vulnerable adults.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.557 requiring school personnel to report suspected maltreatment of vulnerable adults.
- B. A violation of this policy occurs when any school personnel fails to report suspected maltreatment of vulnerable adults when the school personnel has reason to believe that a vulnerable adult is being or has been maltreated, or who has knowledge that a vulnerable adult has sustained a physical injury which is not reasonably explained.

III. DEFINITIONS

- A. "Abuse" means: (a) An act against a vulnerable adult that constitutes a violation of, an attempt to violate, or aiding and abetting a violation of: (1) assault in the first through fifth degrees as defined in sections 609.221 to 609.224; (2) the use of drugs to injure or facilitate crime as defined in section 609.235; (3) the solicitation, inducement, and promotion of prostitution as defined in section 609.322; and (4) criminal sexual conduct in the first through fifth degrees as defined in sections 609.342 to 609.3451. A violation includes any action that meets the elements of the crime, regardless of whether there is a criminal proceeding or conviction. (b) Conduct which is not an accident or therapeutic conduct as defined in this section, which produces or could reasonably be expected to produce physical pain or injury or emotional distress including, but not limited to, the following: (1) hitting, slapping, kicking, pinching, biting, or corporal punishment of a vulnerable adult; (2) use of repeated or malicious oral, written, or gestured language toward a vulnerable adult or the treatment of a vulnerable adult which would be considered by a reasonable person to be disparaging, derogatory, humiliating, harassing, or threatening; (3) use of any aversive or deprivation procedure, unreasonable confinement, or involuntary

seclusion, including the forced separation of the vulnerable adult from other persons against the will of the vulnerable adult or the legal representative of the vulnerable adult; and (4) use of any aversive or deprivation procedures for persons with developmental disabilities or related conditions not authorized under section 245.825. (c) Any sexual contact or penetration as defined in section 609.341, between a facility staff person or a person providing services in the facility and a resident, patient, or client of that facility. (d) The act of forcing, compelling, coercing, or enticing a vulnerable adult against the vulnerable adult's will to perform services for the advantage of another. Abuse does not include actions specifically excluded by Minn. Stat § 626.5572, Subd. 2.

- B. "Caregiver" means an individual or facility who has responsibility for the care of a vulnerable adult as a result of a family relationship, or who has assumed responsibility for all or a portion of the care of a vulnerable adult voluntarily, by contract, or by agreement.
- C. "Financial Exploitation" means a breach of a fiduciary duty by an actor's unauthorized expenditure of funds entrusted to the actor for the benefit of the vulnerable adult or by an actor's failure to provide food, clothing, shelter, health care, therapeutic conduct or supervision, the failure of which results or is likely to result in detriment to the vulnerable adult. Financial exploitation also includes: the willful use, withholding or disposal of funds or property of a vulnerable adult; the obtaining of services for wrongful profit or advantage which results in detriment to the vulnerable adult; the acquisition of a vulnerable adult's funds or property through undue influence, harassment, duress, deception or fraud; and the use of force, coercion or enticement to cause a vulnerable adult to perform services against the vulnerable adult's will for the profit or advantage of another.
- D. "Immediately" means as soon as possible, but no longer than 24 hours from the time initial knowledge that the incident occurred has been received.
- E. "Mandated Reporters" means any school personnel who has reason to believe that a vulnerable adult is being or has been maltreated.
- F. "Maltreatment" means the neglect, abuse, or financial exploitation of a vulnerable adult.
- G. "Neglect" means failure or omission by a caregiver to supply a vulnerable adult with care or services, including but not limited to, food, clothing, shelter, health care or supervision which is: (1) reasonable and necessary to obtain or maintain the vulnerable adult's physical or mental health or safety, considering the physical and mental capacity or dysfunction of the vulnerable adult; and (2) which is not the result of an accident or therapeutic conduct. Neglect also includes the absence or likelihood of absence of care or services, including but not limited to, food, clothing, shelter, health care, or supervision necessary to maintain the physical and mental health of the vulnerable adult which a reasonable person would deem essential to obtain or maintain the vulnerable adult's health, safety, or comfort

considering the physical or mental capacity or dysfunction of the vulnerable adult. Neglect does not include actions specifically excluded by Minn. Stat. § 626.5572, Subd. 17.

- H. “School Personnel” means professional employees or their delegates engaged in providing health, educational, social, psychological, law enforcement or other caretaking services of vulnerable adults.
- I. "Vulnerable Adult" means any person 18 years of age or older who: (1) is a resident or inpatient of a facility; (2) receives services required to be licensed under Minn. Stat. Ch. 245A, except as excluded under Minn. Stat. § 626.5572, Subd. 21(a)(2) ; (3) receives services from a licensed home care provider or person or organization that offers, provides, or arranges for personal care assistance services under the medical assistance program; or (4) regardless of residence or type of service received, possesses a physical or mental infirmity or other physical, mental or emotional dysfunction that impairs the individual's ability to adequately provide the person's own care without assistance or supervision and because of the dysfunction or infirmity and need for care or services, has an impaired ability to protect the individuals self from maltreatment.

IV. REPORTING PROCEDURES

- A. A mandated reporter as defined herein shall immediately report the suspected maltreatment to the common entry point (as defined under Minn. Stat. § 626.5572) responsible for receiving reports.
- B. Whenever a mandated reporter, as defined herein, knows or has reason to believe that an individual made an error in the provision of therapeutic conduct to a vulnerable adult which results in injury or harm, which reasonably requires the care of a physician, such information shall be reported immediately to the designated county agency. The mandated reporter also may report a belief that the error did not constitute neglect and why the error does not constitute neglect.
- C. The reporter, shall to the extent possible, identify the vulnerable adult; the caretaker; the nature and extent of the suspected maltreatment; any evidence of previous maltreatment; the name and address of the reporter; the time, date, and location of the incident; and any other information that the reporter believes might be helpful in investigating the suspected abuse or neglect. A mandated reporter may disclose no public data as defined under Minn. Stat. § 13.02 to the extent necessary to comply with the above reporting requirements.
- D. A person mandated to report suspected neglect or abuse of a vulnerable adult who negligently or intentionally fails to report is liable for damages caused by the failure. A negligent or intentional failure to report may result in discipline. A mandatory reporter who intentionally fails to make a report, who knowingly provides false or misleading information in reporting or who intentionally fails to

provide all the material circumstances surrounding the reported incident is guilty of a misdemeanor.

- E. Retaliation against a person who makes a good faith report under Minnesota law and this policy, or against a vulnerable adult who is named in a report, is prohibited.
- F. Any person who intentionally makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The intentional making of a false report may result in discipline.

V. INVESTIGATION

The responsibility for investigating reports of suspected maltreatment of a vulnerable adult rests with the entity designated by the county for receiving reports.

VI. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall appear in school personnel handbooks where appropriate.
- B. The school district will develop a method of discussing this policy with employees where appropriate.
- C. This policy shall be reviewed at least annually for compliance with state law.

Legal References: Minn. Stat. § 13.02 (Collection, Security, and Dissemination of Records; Definitions)
Minn. Stat. § 245.825 (Aversive and Deprivation procedures; Licensed Facilities and Services)
Minn. Stat. § 609.221-609.224 (Assault)
Minn. Stat. § 609.234 (Crimes Against the Person)
Minn. Stat. § 609.235 (Use of Drugs to Injure or Facilitate Crime)
Minn. Stat. § 609.322 (Solicitation, Inducement, and Promotion of Prostitution; Sex Trafficking)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. § 609.342-609.3451 (Criminal Sexual Conduct)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Stat. § 626.5572 (Definitions)
In re Kleven, 736 N.W.2d 707 (Minn. App. 2007)

Cross References: WBLASB Policy 103 (Complaints-Students, Employees, Parents, Other Persons)
WBLASB Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)

WBLASB Policy 403 (Discipline Suspension and Dismissal of School District Employees)

WBLASB Policy 406 (Public and Private Personnel Data)

WBLASB Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)

AGENDA ITEM: **Policy 427, Workload Limits for Certain Special Education Teachers**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 427, Workload Limits for Certain Special Education Teachers, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. There are no changes recommended to this policy.

The purpose of this policy is to establish general parameters for determining the workload limits of special education staff who provide services to children with disabilities receiving direct special education services 60 percent or less of the instructional day.

RECOMMENDATION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the May 9, 2022 or a subsequent School Board meeting agenda for action.

427 WORKLOAD LIMITS FOR CERTAIN SPECIAL EDUCATION TEACHERS

I. PURPOSE

The purpose of this policy is to establish general parameters for determining the workload limits of special education staff who provide services to children with disabilities receiving direct special education services 60 percent or less of the instructional day.

II. DEFINITIONS

A. Direct Services

“Direct services” means special education services provided by a special education teacher when the services are related to instruction, including cooperative teaching.

B. Indirect Services

“Indirect services” means special education services provided by a special education teacher which include ongoing progress reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with children with disabilities to monitor and observe.

C. Special Education Staff, Special Education Teacher

“Special education staff” and “special education teacher” both mean a teacher employed by the school district who is licensed under the rules of the Minnesota Professional Educator Licensing and Standards Board to instruct children with specific disabling conditions.

D. Workload

“Workload” means a special education teacher’s total number of minutes required for all due process responsibilities, including direct and indirect services, evaluation and reevaluation time, management of individualized education

programs (IEPs), travel time, parental contact, and other services required in the IEPs.

III. GENERAL STATEMENT OF POLICY

- A. Workload limits for special education teachers shall be determined by the appropriate special education administrator, in consultation with the building principal and the superintendent.
- B. In determining workload limits for special education staff, the school district shall take into consideration the following factors: student contact minutes, evaluation and reevaluation time, indirect services, management of IEPs, travel time, and other services required in the IEPs of eligible students.

IV. COLLECTIVE BARGAINING AGREEMENT UNAFFECTED

This policy shall not be construed as a reopening of negotiations between the school district and the special education teachers' exclusive representative, nor shall it be construed to alter or limit in any way the managerial rights or other authority of the school district set forth in the Public Employers Labor Relations Act or in the collective bargaining agreement between the school district and the special education teachers' exclusive representative.

Legal References: Minn. Stat. § 179A.07, Subd. 1 (Inherent Managerial Policy)
Minn. Rule 3525.0210, Subps. 14, 27, 44, and 49 (Definitions of "Direct Services," "Indirect Services," "Teacher," and "Workload")
Minn. Rule 3525.2340, Subp. 4.B. (Case Loads for School-Age Educational Service Alternatives)

Cross References: WBLASB Policy 508 (Extended School Year for Certain Students with Individualized Education Programs)
WBLASB Policy 608 (Instructional Services – Special Education)

AGENDA ITEM: **Policy 508, Extended School Year for Certain Students With Individualized Education Programs**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 508, Extended School Year for Certain Students With Individualized Education Programs, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. There are no changes recommended to this policy.

The purpose of this policy is to ensure that the school district complies with the overall requirements of law as mandated for certain students subject to individualized education programs (IEPs) when necessary to provide a free appropriate public education (FAPE).

RECOMMENDATION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the May 9, 2022 or a subsequent School Board meeting agenda for action.

Adopted: September 8, 1997
Revised: January 10, 2005
Revised: November 14, 2016

*White Bear Lake Area
School District #624 Policy 508*

508 EXTENDED SCHOOL YEAR FOR CERTAIN STUDENTS WITH INDIVIDUALIZED EDUCATION PROGRAMS

I. PURPOSE

The purpose of this policy is to ensure that the school district complies with the overall requirements of law as mandated for certain students subject to individualized education programs (IEPs) when necessary to provide a free appropriate public education (FAPE).

II. GENERAL STATEMENT OF POLICY

- A. Extended School Year Services Must Be Available to Provide a FAPE. The school district shall provide extended school year (ESY) services to a student who is the subject of an IEP if the student's IEP team determines the services are necessary during a break in instruction in order to provide a FAPE.
- B. Extended School Year Determination. At least annually, the IEP team must determine that a student is in need of ESY services if the student meets any of the following conditions:
 - 1. There will be significant regression of a skill or acquired knowledge from the student's level of performance on an annual goal that requires more than the length of the break in instruction to recoup unless the IEP team determines a shorter time for recoupment is more appropriate; OR
 - 2. Services are necessary for the student to attain and maintain self-sufficiency because of the critical nature of the skill addressed by an annual goal, the student's age and level of development, and the timeliness for teaching the skill; OR
 - 3. The IEP team otherwise determines, given the student's unique needs, that ESY services are necessary to ensure the pupil receives a FAPE.
- C. Required Factors Schools Must Consider in Making ESY Determinations. The IEP team must decide ESY eligibility using information including:
 - 1. Prior observations of the student's regression and recoupment over the summer;

2. Observation of the student's tendency to regress over extended breaks in instruction during the school year; and
 3. Experience with other students with similar instructional needs.
- D. Additional Factors to Consider, Where Relevant. In making its determination of ESY needs, the following factors must be considered, where relevant:
1. The student's progress and maintenance of skills during the regular school year.
 2. The student's degree of impairment.
 3. The student's rate of progress.
 4. The student's behavioral or physical problems.
 5. The availability of alternative resources.
 6. The student's ability and need to interact with nondisabled peers.
 7. The areas of the student's curriculum which need continuous attention.
 8. The student's vocational needs.
- E. No Unilateral Decisions. In the course of providing ESY services to children with disabilities, the school district may not unilaterally limit the type, amount, or duration of those services.
- F. Services to Nonresident Students Temporarily Placed in School District. A school district may provide ESY services to nonresident children with disabilities temporarily placed in the school district in accordance with applicable state law.

Legal References: Minn. State § 125.A.14 (Extended School Year)
Minnesota Rule Part 3525.0755
20 U.S.C. § 1400 *et.seq.* (Individuals with Disabilities Education Improvement Act of 2004)
34 C.F.R. Part 300 (IDEA Regulations)

Cross References:

AGENDA ITEM: **Policy 534, Unpaid Meal Charges**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for**
Finance and Operations;
Bridget Lehn, Director of Nutrition Services

BACKGROUND:

School Board Policy 534, Unpaid Meal Charges is a new policy. It was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for adoption.

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges.

RECOMMENDATION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the May 9, 2022 or a subsequent School Board meeting agenda for action.

Adopted: _____

White Bear Lake Area
School District #624 Policy 534

534 UNPAID MEAL CHARGES

New Policy

I. PURPOSE

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for school meals as well as to maintain the financial integrity of the school nutrition program.

II. PAYMENT OF MEALS

All meal purchases are to be prepaid by cash, check, or online payment system before meal service begins.

- A. The district will make meals available to all students regardless of account balance. In agreement with Minn. Stat. § 124D.111, students who qualify for free or reduced-price meals will be served regardless of a prior outstanding balance.
- B. A student with an outstanding meal charge debt will be allowed to purchase a meal and their parent/guardian will be expected to cover the unpaid debt.
- C. When a student has a negative account balance, the student will not be allowed to charge an a la carte item.
- D. If a parent or guardian chooses to send in one payment that is to be divided between sibling accounts, the parent or guardian must specify how the funds are to be distributed to the students' accounts. Funds may not be transferred between sibling accounts unless permission is received from the parent or guardian.

III. LOW OR NEGATIVE ACCOUNT BALANCES – NOTIFICATION

- A. The school district will make reasonable efforts to notify families when meal account balances are low or fall below zero.
- B. Families will be notified of an outstanding negative balance once the negative balance reaches two charged meals. Communication methods for notifying families may include automated calling system, email, or letter.

- C. Reminders for payment of outstanding student meal balances will not demean or stigmatize any student participating in the school lunch program.

IV. UNPAID MEAL CHARGES

- A. The school district will make reasonable efforts to communicate with families to resolve the matter of unpaid charges. Where appropriate, families may be encouraged to apply for free and reduced-price meals for their children.
- B. The school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. Unpaid meal charges are designated as delinquent debt when payment is overdue, the debt is considered collectable, and efforts are being made to collect it.
- C. Negative balances of more than \$25, not paid prior to the end of the school year, will be turned over to the superintendent or superintendent's designee for collection. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal method permitted by law.
- D. The school district may not enlist the assistance of non-school district employees, such as volunteers, to engage in debt collection efforts.

V. COMMUNICATION OF POLICY

- A. This policy and any pertinent supporting information shall be provided to:
 - 1. all households at or before the start of each school year;
 - 2. students and families who transfer into the school district, at the time of enrollment; and
 - 3. all school district personnel who are responsible for enforcing this policy.
- B. The school district may post the policy on the school district's website, in addition to providing the required notification described above.

Legal References: Minn. Stat. § 124D.111
42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)
7 C.F.R. § 210 *et seq.* (School Lunch Program Regulations)
7 C.F.R. § 220.8 (School Breakfast Program Regulations)
USDA Policy Memorandum SP 46-2016, Unpaid Meal Charges: Local Meal Charge Policies (2016)
USDA Policy Memorandum SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments (2016)

USDA Policy Memorandum SP 23-2017, Unpaid Meal Charges:
Guidance and Q&A

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

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 707, Transportation of Public School Students, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes to this policy are in sections IV, VII, VIII, and IX.

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

RECOMMENDATION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the May 9, 2022 or a subsequent School Board meeting agenda for action.

Adopted: December 9, 1996
Revised: October 14, 2013
Revised: May 8, 2017
Revised: _____

White Bear Lake Area
School District #624 Policy 707

707 TRANSPORTATION OF PUBLIC SCHOOL STUDENTS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

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

program for children operated by a political subdivision of the state, if the facility, residence, or program is within the attendance area of the school the student attends. Unless otherwise specifically provided by law, a homeless student is a resident of the school district if enrolled in the school district. (Minn. Stat. § 123B.92, Subd. 1(b)(1); Minn. Stat. § 127A.47, Subd. 2)

- C. “Homeless student” means a student, including a migratory student, who lacks a fixed, regular, and adequate nighttime residence and includes: students who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; are awaiting foster care placement; have a primary nighttime residence that is a public or private place not designed for or ordinarily used as a regular sleeping accommodation for human beings; are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings, and migratory children who qualify as homeless because they are living in any of the preceding listed circumstances. (42 U.S.C. § 11434a)
- D. “Nonpublic school” means any school, church, or religious organization, or home school wherein a resident of Minnesota may legally fulfill the compulsory instruction requirements of Minn. Stat. § 120A.22, which is located within the state, and which meets the requirements of Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d, *et seq.*). (Minn. Stat. § 123B.41, Subd. 9)
- E. “Nonresident student” is a student who attends school in the school district and resides in another district, defined as the “nonresident district.” In those instances when the divorced or legally separated parents or parents residing separately share joint physical custody of a student and the parents reside in different school districts, the student shall be a resident of the school district designated by the student’s parents. When parental rights have been terminated by court order, the legal residence of a student placed in a residential or foster facility for care and treatment is the district in which the student resides. (Minn. Stat. § 123B.88, Subd. 6; Minn. Stat. § 125A.51; Minn. Stat. § 127A.47, Subd. 3)
- F. “Pupil support services” are health, counseling, and guidance services provided by the public school in the same district where the nonpublic school is located. (Minn. Stat. § 123B.41, Subd. 4)
- G. “School of origin,” for purposes of determining the residence of a homeless student, is the school that the student attended when permanently housed or the school in which the student was last enrolled. (42 U.S.C. § 11432(g)(3)(G))
- H. “Shared time basis” is a program where students attend public school for part of the regular school day and who otherwise fulfill the requirements of Minn. Stat. § 120A.22 by attendance at a nonpublic school. (Minn. Stat. § 126C.01, Subd. 8)

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

IV. ELIGIBILITY

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

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

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

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

Grades K-5 1 mile
Grades 6-12 1.5 miles

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

V. TRANSPORTATION OF NONRESIDENT STUDENTS

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

VI. TRANSPORTATION OF RESIDENT STUDENTS TO NONDISTRICT SCHOOLS

- A. In general, the resident school district is not obligated to provide transportation between a resident student's home and the border of a nonresident district where the student chooses to attend school under the Enrollment Options Program. A parent may be reimbursed by the nonresident district for the costs of transportation from the pupil's residence to the border of the nonresident district if the student is from a family whose income is at or below the poverty level, as determined by the federal government. The reimbursement may not exceed the pupil's actual cost of transportation or 15 cents per mile traveled, whichever is less. Reimbursement may not be paid for more than 250 miles per week. (Minn. Stat. § 124D.03, Subd. 8)
- B. Resident students shall be eligible for transportation to and from a nonresident school district at the expense of the resident school district, if in the discretion of the resident school district, inadequate room, distance to school, unfavorable road conditions, or other facts or conditions make attendance in the resident student's own district unreasonably difficult or impracticable. The resident school district, in its discretion, may also provide for transportation of resident students to schools in other districts for grades and departments not maintained in the district, including high school, for the whole or a part of the year or for resident students who attend school in a building rented or leased by the school district in an adjacent district. (Minn. Stat. § 123B.88, Subds. 1 and 4)
- C. In general, the resident school district is not responsible for transportation for any resident student attending school in an adjoining state under a reciprocity agreement but may provide such transportation services at its discretion. (Minn. Stat. § 124D.041)

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

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

parents who transport their own child under a contract with the school district. (Minn. Stat. § 123B.88, Subd. 19; Minn. Rules Part 7470.1600)

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

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

VIII. HOMELESS STUDENTS

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

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

IX. AVAILABILITY OF SERVICES

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

X. MANNER OF TRANSPORTATION

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

XI. RESTRICTIONS

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

XII. FEES

- A. In its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional. (Minn. Stat. § 123B.36, Subd. 1(10))
- B. The school district may charge fees for transportation of students to and from school when authorized by law. If the school district charges fees for transportation of students to and from school, guidelines shall be established for that transportation to ensure that no student is denied transportation solely because of inability to pay. The school district also may waive fees for transportation if the student's parent/guardian is serving in, or within the past year has served in, active military service as defined in Minn. Stat. § 190.05. (Minn. Stat. § 123B.36, Subds. 1(11) and 6)

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

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

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

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

Cross References: WBLASB Policy 708 (Transportation of Nonpublic School Students)
WBLASB Policy 709 (Student Transportation Safety Policy)
WBLASB Policy 710 (Extracurricular Transportation)
MSBA Service Manual, Chapter 2, Transportation

AGENDA ITEM: **Policy 710, Extracurricular Transportation**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Tim Wald, Assistant Superintendent for**
Finance and Operations;
Bridget Lehn, Director of Nutrition Services

BACKGROUND:

School Board Policy 710, Extracurricular Transportation, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. There are no changes recommended to this policy.

The purpose of this policy is to make clear to students, parents/guardians and staff the school district's policy regarding extracurricular transportation.

RECOMMENDATION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the May 9, 2022 or a subsequent School Board meeting agenda for action.

Adopted: December 9, 1996
Revised: May 8, 2017

White Bear Lake Area
School District #624 Policy 710

710 EXTRACURRICULAR TRANSPORTATION

I. PURPOSE

The purpose of this policy is to make clear to students, parents/guardians and staff the school district's policy regarding extracurricular transportation.

II. GENERAL STATEMENT OF POLICY

The determination as to whether to provide transportation for students, spectators and/or participants to and from extracurricular activities shall be made solely by the school district administration. This determination shall include, but is not limited to, the decision to provide transportation, the persons to be transported, the type or method to be utilized, all transportation scheduling and coordination, and any other transportation arrangements or decisions. Employees who are involved in extracurricular activities shall be advised by the administration as to the transportation arrangements made, if any.

III. ARRANGEMENT OF EXTRACURRICULAR TRANSPORTATION.

School district employees shall not undertake independent arrangement, scheduling or coordination of transportation for extracurricular activities. School district employees may do so only when specifically directed or approved by the school district administration. School district employees will notify a building administrator of all transportation arrangements made. If the school district makes no arrangements for extracurricular transportation, parents of students who wish to participate, are responsible for arranging for or providing transportation to and from the extra-curricular activity.

IV. EMPLOYEE TRANSPORTATION OF STUDENTS.

In the event of an emergency or other unforeseeable circumstances, employees are authorized to make appropriate transportation arrangements for students as necessary. Employees will transport students in non-emergency circumstances only when such extracurricular transportation is approved by the administration. If any transportation arrangements are made by employees pursuant to this section, the relevant facts and circumstances shall be reported to the administration. All vehicles used to transport students shall be properly registered and insured.

V. FEES

In its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional.

Legal References: Minn. State. § 123B.36 (Authorized Fees)
Minn. Stat. § 169.011, Subd. 71(a) (Definition of a School Bus)
Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards - Exemption)

Cross References: WBLASB Policy 610 (Field Trips)
WBLASB Policy 709 (Student Transportation Safety Policy)
MSBA Service Manual, Chapter 2, Transportation

AGENDA ITEM: **Policy 711, Videotaping on School Buses**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 711, Videotaping on School Buses, 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 the title and section I.

The purpose of this policy is to allow the establishment of a school bus video recording system.

RECOMMENDATION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the May 9, 2022 or a subsequent School Board meeting agenda for action.

Adopted: December 9, 1996
Revised: September 8, 1997
Revised: December 10, 2001
Revised: March 7, 2011

*White Bear Lake Area
School District #624 Policy 711*

Revised: March 5, 2018

711 VIDEO RECORDING ON SCHOOL BUSES

I. PURPOSE

The transportation of students to and from school is an important function of the school district, and transportation by the school district is a privilege and not a right for an eligible student. The behavior of students and employees on the bus is a significant factor in the safety and efficiency of school bus transportation. Student and employees' misbehavior increases the potential risks of injury. Therefore, the school district believes that video recording passengers and employees on the school bus will encourage good behavior and, as a result, promote safety. The purpose of this policy is to allow the establishment of a school bus video recording system.

II. GENERAL STATEMENT OF POLICY

A. Placement

1. Each and every school bus owned, leased, contracted and/or operated by the school district may be equipped with a fully enclosed box for placement and operation of a video camera and conspicuously placed signs notifying riders that their conversations or actions may be recorded on tape.
2. A video camera will not necessarily be installed in each and every school bus owned, leased, contracted and/or operated by the school district, but video cameras may be rotated from bus to bus without prior notice to drivers or students.
3. Video cameras may be placed on a particular school bus, to the extent possible, where the school district has received complaints of inappropriate behavior.

B. Use of Video Recording

1. A video recording of the actions of student passengers and/or employees may be used by the school district as evidence in any disciplinary action brought against any student or employee arising out of the student's or employee's conduct on the bus.

2. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 and the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g and the rules and/or regulations promulgated thereunder.
3. A video recording will be viewed by school district personnel on a random basis and/or when discipline problems on the bus have been brought to the attention of the school district.
4. A video recording will be retained by the school district until relooped or until the conclusion of the disciplinary proceedings in which the video recording is used for evidence.

C. Private Transportation Providers

Private transportation providers that offer transportation services to the District must comply with the provisions of the Policy. With the exception of any existing transportation contracts, all transportation contracts between the school district and private transportation providers shall include a requirement that school bus video recordings must be promptly made available to the school district upon request and must be maintained in accordance with the requirements of the Minnesota Government Data Practice Act and the Family Educational Rights and Privacy Act.

Legal Reference: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §121A.585 (Notice of Recording Device)
Minn. Stat. § 138.17 (Government Records, Administration)
Minn. Rules Pts. 1205.0100-1205.2000 (Data Practices).
20 U.S.C. 1232g (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)

Cross Reference: WBLASB Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
WBLASB Policy 406 (Public and Private Personnel Data)
WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 515 (Protection and Privacy of Student Records)
WBLASB Policy 709 (Student Transportation Safety Policy)
WBLASB Policy 712 (Video Surveillance Other Than on Buses)
MSBA Service Manual, Chapter 2, Transportation

AGENDA ITEM: **Policy 712, Video Surveillance Other Than On Buses**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 711, Video Surveillance Other Than On Buses, 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 use video/electronic surveillance systems in monitoring activity on school property in furtherance of protecting the health, welfare, and safety of students, staff, visitors, and school district property.

RECOMMENDATION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the May 9, 2022 or a subsequent School Board meeting agenda for action.

Adopted: December 9, 1996
Revised: September 8, 1997
Revised: March 7, 2011
Revised: June 11, 2012

White Bear Lake Area
School District #624 Policy 712

Revised: December 10, 2018

712 VIDEO SURVEILLANCE OTHER THAN ON BUSES

I. PURPOSE

Maintaining the health, welfare, and safety of students, staff, and visitors while on school district property and the protection of school district property are important functions of the school district. The behavior of individuals who come on to school property is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school district property. The School Board recognizes the value of video/electronic surveillance systems in monitoring activity on school property in furtherance of protecting the health, welfare, and safety of students, staff, visitors, and school district property.

II. GENERAL STATEMENT OF POLICY

A. Placement

1. School district buildings and grounds may be equipped with video cameras.
2. Video surveillance may occur in any school district building or on any school district property.
3. Video surveillance will normally not be used in bathrooms or locker rooms, although these areas may be placed under surveillance by individuals of the same sex as the occupants of the bathrooms or locker rooms. Video surveillance in bathrooms or locker rooms will only be utilized in extreme situations, with extraordinary controls, and only as expressly approved by the superintendent.

B. Use of Video Recording

1. Video recording will be viewed by school district personnel on a random basis and/or when problems have been brought to the attention of the school district.
2. A video recording of the actions of students may be used by the school district as evidence in any disciplinary action brought against any student or employee.

3. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and the rules and/or regulations promulgated thereunder.

~~4. A video recording will be retained by the school until relooped or until the conclusion of the disciplinary proceedings in which the video recording is used for evidence.~~

C. Security and Maintenance

1. The school district shall establish appropriate security safeguards to ensure that video recordings are maintained and stored in conformance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and the rules and/or regulations promulgated thereunder.
2. The school district shall ensure that video recordings are retained in accordance with the school district's records retention schedule.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.585 (Notice of Recording Device)
Minn. Stat. § 138.17 (Government Records; Administration)
Minn. Stat. § 609.746 (Interference with Privacy)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)

Cross Reference: WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 515 (Protection and Privacy of Student Records)
WBLASB Policy 709 (Student Transportation Safety Policy)
WBLASB Policy 711 (Video Recording on School Buses)
MSBA Service Manual, Chapter 2, Transportation

E. OPERATIONAL ITEMS

AGENDA ITEM: **Action on Bid for ALC Phase 2**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Items**

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

BACKGROUND:

Attached please find the recommendation letter and bid tabulation sheet for the ALC Phase 2 projects. Bids were opened on March 31, 2022. After reviewing the bids with our construction managers at Kraus-Anderson, it is recommended we award the bids to the low bidders.

RECOMMENDED ACTION:

Accept the overall bid for the ALC Phase 2 project as presented in the amount of \$351,632.



04/06/2022

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

RE: White Bear Lake Area Learning Center Renovation

Dear Mr. Wald

This letter is concerning the contract awards for the White Bear Lake Area Learning Center Renovation project that was bid on March 31, 2022. Kraus-Anderson has verified bidders and we submit the following lowest responsible bidders and their bid amount.

<i>Work Scope</i>	<i>Contractor, City, State</i>	<i>Bid Amount</i>
WS 06-A	Carpentry Ebert, Inc. DBA Ebert Construction 23350 County Road 10 Corcoran, MN 55357	BASE BID \$187,300.00
WS 08-K	Interior Glass & Glazing Envision Glass, Inc. 1460 County Road C West Roseville, MN 55113	BASE BID \$47,222.00
WS 09-C	Ceilings & Acoustical Treatments Kirk Acoustics, Inc. 395 Bridgepoint Way South St. Paul, MN 55075	BASE BID \$11,950.00
WS 09-D	Flooring Acoustics Associates, Inc. 1250 Zane Avenue Golden Valley, MN 55422	BASE BID \$26,265.00
WS 09-K	Wall Covering & Painting Superior Painting & Decorating, Inc 3543 88 th Avenue NE Circle Pines, MN 55014	BASE BID \$9,895.00

WS 23-B	Combined Mechanical	BIDS REJECTED	BASE BID	\$0.00
WS 26-A	Electrical	AJ Moore Electric, Inc. 12701 Chowen Avenue South Burnsville, MN 55337	BASE BID	\$69,000.00

Total: \$351,632.00

Work Scope 23-B for Combined Mechanical will not be awarded at this time and will be re-bid at a later date. The Total Award amount noted in this letter has the budgeted amount removed.

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 715-651-4334.

Very truly yours,
KRAUS-ANDERSON® CONSTRUCTION COMPANY

Cody Darling
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
AJ Lillesve, Kraus Anderson Construction



03/31/22 - 2pm

ARCHITECT: Wold Architects & Engineers

WBL Adult Learning Center

WORK SCOPE 06-A - CARPENTRY

[illegible]



03/31/22 - 2pm

ARCHITECT: Wold Architects & Engineers

WBL Adult Learning Center

WORK SCOPE 08-K - INTERIOR GLASS & GLAZING

[illegible]



03/31/22 - 2pm

ARCHITECT: Wold Architects & Engineers

WORK SCOPE 09-C - CEILINGS & ACOUSTICAL TREATMENTS

[illegible]



03/31/22 - 2pm

ARCHITECT: Wold Architects & Engineers

WORK SCOPE 09-D - FLOORING

[illegible]



03/31/22 - 2pm

ARCHITECT: Wold Architects & Engineers

WBL Adult Learning Center

WORK SCOPE 09-K - WALL COVERING & PAINTING

[illegible]



03/31/22 - 2pm

ARCHITECT: Wold Architects & Engineers

WORK SCOPE 23-B - COMBINED MECHANICAL

[illegible]



03/31/22 - 2pm

ARCHITECT: Wold Architects & Engineers

WORK SCOPE 26-A - ELECTRICAL

[illegible]

AGENDA ITEM: **Tentative Agreement 2021-23 FY with White Bear Lake School Nutrition Association**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The District has reached a tentative agreement with the White Bear Lake School Nutrition Association. The unit ratified the tentative agreement on April 5, 2022. Matt Mons, Director of Human Resources will be available to answer questions.

RECOMMENDATION:

Approve the proposed 2021-23 Master Agreement with the White Bear Lake School Nutrition Association by passing the following resolution.

RESOLUTION:

WHEREAS, the parties have reached a tentative agreement on recommended salary values and insurance contributions;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District No. 624 approves the 2021-23 salaries and insurance contributions and authorizes the Chair and Clerk to execute the agreement on behalf of the School Board.

AGENDA ITEM: **Action on Resolution for Withdrawal from Equity Alliance MN**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

At its March 28, 2022 meeting, the White Bear Lake Area Schools School Board adopted a Resolution Supporting Commitment to Equity and Inclusion. As we consider the importance of this commitment, we also must evaluate existing relationships with entities that provide support and professional development opportunities for our students and staff. Given the growth of our internal capacity, the evolution of our equity and inclusion priorities, the availability of other partners, and the concerns around the long-term financial sustainability of Equity Alliance MN, this is the appropriate time to formally withdraw from Equity Alliance MN. The Achievement and Integration funds used to cover expenses related to this membership will be reallocated to continue to support the District's Minnesota Department of Education approved Equity and Achievement plan. It is recommended that the School Board of White Bear Lake Area Schools adopt the Resolution for Withdrawal from Equity Alliance MN as presented.

RECOMMENDED ACTION:

Move to approve the Resolution for Withdrawal from Equity Alliance MN as presented.

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

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, was held in said school district on the 11th day of April 2022, at 5:30 p.m.

The following members were present:

and the following members were absent:

Board Member _____ introduced the following resolution and moved its adoption:

RESOLUTION FOR WITHDRAWAL FROM EQUITY ALLIANCE MN

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

1. The notice is given to Equity Alliance MN on or before April 15, 2022, that Independent School District 624 intends to withdraw its membership from Equity Alliance MN Joint Powers Agreement and its participation in the Equity Alliance MN collaborative.
2. We request that the Notice of Withdrawal take effect on June 30, 2022 and that the Joint Powers Board amend the Joint Powers Agreement to allow for withdrawal on this date.
3. If the Joint Powers Board does not amend the Joint Powers Agreement to allow for withdrawal effective June 30, 2022, the Notice of Withdrawal shall be effective at the earliest date possible through amendment of the Joint Powers Agreement or June 30, 2024, as provided in the existing Joint Powers Agreement.

BE IT FURTHER RESOLVED, said Notice of Withdrawal shall be in the form of this resolution sent to Equity Alliance MN's members via its Board of Directors.

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

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

AGENDA ITEM: **Policy 404, Employment Background Checks**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 404, Employment Background Checks, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in March and is being recommended for a second reading. The changes to this policy are in sections I, II and III.

The purpose of this policy is to maintain a safe and healthful environment in the school district in order to promote the physical, social, and psychological well-being of its students.

RECOMMENDATION:

Approve School Board Policy 404, Employment Background Checks, as recommended by the School Board Policy Committee and Cabinet.

Adopted: April 29, 1996
Revised: January 11, 2010
Revised: October 11, 2010
Revised: October 8, 2012
Revised:

White Bear Lake Area
School District #624 Policy 404

Revised: July 16, 2018

404 EMPLOYMENT BACKGROUND CHECKS

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment in the school district in order to promote the physical, social, and psychological well-being of its students. To that end, the school district will seek a criminal history background check for applicants who receive an offer of employment with the school district and on all individuals, except enrolled student volunteers, who are offered the opportunity to provide ~~athletic coaching services or other extracurricular academic coaching~~ **volunteer** services to the school district, regardless of whether any compensation is paid, or such other background checks as provided by this policy. The school district may also elect to do background checks of **service providers**, ~~volunteers~~, independent contractors, and student employees in the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall require that applicants for school district positions who receive an offer of employment and all individuals, except enrolled student volunteers, who are offered the opportunity to provide ~~athletic coaching services or other extracurricular academic coaching~~ **volunteer** services to the school district, regardless of whether any compensation is paid, submit to a criminal history background check. The offer of employment or the opportunity to provide services shall be conditioned upon a determination by the school district that an individual's criminal history does not preclude the individual from employment with, or providing services to, the school district.
- B. The school district specifically reserves any and all rights it may have to conduct background checks regarding current employees, applicants, or service providers without the consent of such individuals.
- C. Adherence to this policy by the school district shall in no way limit the school district's right to require additional information, or to use procedures currently in place or other procedures to gain additional background information concerning employees, applicants, volunteers, service providers, independent contractors, and student employees.

III. PROCEDURES

- A. An individual will not commence employment until the school district receives the results of the criminal history background check. Background checks will be performed by the Minnesota Bureau of Criminal Apprehension (BCA). The BCA shall conduct the background check by retrieving criminal history data as defined in Minn. Stat. § 13.87. The school district reserves the right to also have criminal history background checks conducted by other organizations or agencies.
- B. In order for an individual to be eligible for employment or to provide ~~athletic coaching services or other extracurricular academic coaching~~ **volunteer** services to the school district, except for an enrolled student volunteer, the individual must sign a criminal history consent form, which provides permission for the school district to conduct a criminal history background check, and provide a money order or check payable to either the BCA or to the school district, at the election of the school district, in an amount equal to the actual cost to the BCA and/or the school district of conducting the criminal history background check. The cost of the criminal history background check is the responsibility of the individual, unless the school district decides to pay the costs for a volunteer, **service provider**, independent contractor, or student employee. If the individual fails to provide the school district with a signed Informed Consent Form and fee at the time the individual receives a job offer or **is** granted permission to provide services, the individual will be considered to have voluntarily withdrawn the application for employment or request to provide services.
- ~~C. The school district may use the results of a criminal background check conducted at the request of another school hiring authority if:~~
- ~~1. the results of the criminal background check are on file with the other school hiring authority or otherwise accessible;~~
 - ~~2. the other school hiring authority conducted a criminal background check within the previous 12 months;~~
 - ~~3. the individual executes a written consent form giving the school district access to the results of the check; and~~
 - ~~4. there is no reason to believe that the individual has committed an act subsequent to the check that would disqualify the individual for employment or provision of services.~~
- D. For all non-state residents who are offered employment with or the opportunity to provide ~~athletic coaching services or other extracurricular academic coaching~~ **volunteer** services to the school district, the school district shall request a criminal history background check on such individuals from the superintendent of the BCA and from the government agency performing the same function in the individual's resident state or, if no government entity performs the same function in the resident state, from the Federal Bureau of Investigation. The offer of

employment or the opportunity to provide services shall be conditioned upon a determination by the school district that an individual's criminal history does not preclude the individual from employment with, or providing services to, the school district. Such individuals must provide an executed criminal history consent form.

- E. When required, individuals must provide fingerprints to assist in a criminal history background check. If the fingerprints provided by the individual are unusable, the individual will be required to submit another set of prints.
- F. Copies of this policy shall be available in the school district's employment office and will be distributed, upon request, to applicants for employment and individuals who are offered the opportunity to provide ~~athletic coaching services or other extracurricular academic coaching~~ volunteer services. The requirement to submit to a criminal history background check may be included with the basic criteria for employment or providing services in the position posting and position advertisements.
- G. The individual will be informed of the results of the criminal background check(s) to the extent required by law.
- H. If the criminal history background check precludes the individual from employment with, or providing services to, the school district, the individual will be so advised.
- I. The school district shall apply these procedures to service providers and independent contractors.
- J. At the beginning of each school year or when a student enrolls, the school district will notify parents and guardians about this policy and identify those positions subject to a background check and the extent of the school district's discretion in requiring a background check. The school district may include this notice in its student handbook, a school policy guide, or other similar communication. A form notice for this purpose is included with this policy.

IV. CRIMINAL HISTORY CONSENT FORM

A form to obtain consent for a criminal history background check is included with this policy.

Legal References: Minn. Stat. § 13.04, Subd. 4 (Inaccurate or Incomplete Data)
Minn. Stat. § 13.87, Subd. 1 (Criminal History Data)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. §§ 299C.60-299C.64 (Minnesota Child Protection Background Check Act)
Minn. Stat. § 364.09(b) (Exception for School Districts)

Cross References:

AGENDA ITEM: **Policy 405, Veterans Preference**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 405, Veterans Preference, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in March and is being recommended for a second reading. The changes to this policy are in sections I, II and III.

The purpose of this policy is to comply with the Minnesota Veterans Preference Act (VPA) which provides preference points for veterans applying for employment with political subdivisions, including school districts, as well as additional rights for veterans in the discharge process.

RECOMMENDATION:

Approve School Board Policy 405, Veterans Preference, as recommended by the School Board Policy Committee and Cabinet.

Adopted: April 29, 1996
Revised: May 9, 2005
Revised: January 9, 2012
Revised: April 14, 2014
Revised:

White Bear Lake Area
School District #624 Policy 405

Revised: February 12, 2018

405 VETERAN²S PREFERENCE

I. PURPOSE

The purpose of this policy is to comply with the Minnesota Veterans Preference Act (VPA) which provides preference points for veterans applying for employment with political subdivisions, including school districts, as well as additional rights for veterans in the discharge process.

II. GENERAL STATEMENT OF POLICY

- A. The school district's policy is to comply with the VPA regarding veteran²s preference rights and mandated preference points to veterans and spouses of deceased veterans or disabled veterans.
- B. The school district's policy is also to comply with the VPA requirement that no covered veteran may be removed from public employment except for incompetency or misconduct shown after a hearing upon due notice, upon stated charges, and in writing, or good faith abolishment of position. This paragraph does not apply to the position of teacher.

III. PROCEDURES

- A. Veteran²s preference points will be applied pursuant to applicable law as follows:
 - 1. A credit of ten points shall be added to the competitive open examination rating of a nondisabled veteran, who so elects, provided that the veteran obtained a passing rating on the examination without the addition of the credit points.
 - 2. A credit of fifteen points shall be added to the competitive open examination rating of a disabled veteran, who so elects, provided that the veteran obtained a passing rating on the examination without the addition of the credit points.
 - 3. A credit of five points shall be added to the competitive promotional examination rating of a disabled veteran, who so elects, provided that (a) the veteran obtained a passing rating on the examination without the

addition of the credit points and (b) the veteran is applying for a first promotion after securing public employment.

4. A preference may be used by the surviving spouse of a deceased veteran and by the spouse of a disabled veteran who, because of the disability, is unable to qualify.
- B. Eligibility for and application of veteran²s preference, the definition of a veteran, and the definition of a disabled veteran for purposes of this policy will be pursuant to the VPA.
 - C. When notifying applicants that they have been accepted into the selection process, the school district shall notify applicants that they may elect to use veteran²s preference.
 - D. The school district's policy is to use a 100-point hiring system to enable allocation of veteran²s preference points. The school district may or may not use a 100-point hiring system for filling teaching positions. If a 100-point hiring system is not used for filling a teaching position, preference points will not be added, but all veteran applicants who have proper licensure for the teaching position will be granted an interview for the position.
 - E. If the school district rejects a member of the finalist pool who has claimed veteran²s preference, the school district shall notify the finalist in writing of the reasons for the rejection and file the notice with the school district's personnel officer.
 - F. **The** **A** school district may require a veteran to complete an initial hiring probationary period as defined in Minn. Stat. § 43A.16.
 - G. In accordance with the VPA, no honorably discharged veteran shall be removed from a position of employment except for incompetency, misconduct, or good faith abolishment of position.
 1. Incompetency or misconduct must be shown after a hearing, upon due notice, upon stated charges, in writing.
 2. A veteran must irrevocably elect to be governed either by the VPA or by arbitration provisions set forth in a collective bargaining agreement in the event of a discharge.
 - H. The VPA and the provisions of this policy do not apply to the position of superintendent, head of a department, or any person holding a strictly confidential relation to the school board or school district. The VPA and the provisions of this policy apply to teachers only with respect to the hiring process, as set forth in

Paragraph F., above.

Legal References: Minn. Stat. § 43A.11 (Veteran²s Preference)
Minn. Stat. § 197.455 (Veteran²s Preference Applied)
Minn. Stat. § 197.46 (Veterans Preference Act)
Hall v. City of Champlin, 463 N.W.2d 502 (Minn. 1990)
Young v. City of Duluth, 410 N.W.2d 27 (Minn. Ct. App. 1987)

Cross References: MSBA/MASA Model Policy 401 (Equal Employment Opportunity)

AGENDA ITEM: **Policy 406, Public and Private Personnel Data**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 406, Public and Private Personnel Data, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in March and is being recommended for a second reading. The changes to this policy are in sections III, IV, V, VI, VII, VIII and the Legal References.

The purpose of this policy is to provide guidance to school district employees as to the data the school district collects and maintains regarding its personnel.

RECOMMENDATION:

Approve School Board Policy 406, Public and Private Personnel Data, as recommended by the School Board Policy Committee and Cabinet.

Adopted: April 29, 1996
Revised: January 10, 2005
Revised: October 11, 2010
Revised: December 12, 2011
Annual Review: March 3, 2014
Annual Review: November 9, 2015
Annual Review: January 8, 2018

*White Bear Lake Area
School District #624 Policy 406*

Revised: April 9, 2012
Annual Review: October 13, 2014
Annual Review: November 14, 2016
Annual Review:

406 PUBLIC AND PRIVATE PERSONNEL DATA

I. PURPOSE

The purpose of this policy is to provide guidance to school district employees as to the data the school district collects and maintains regarding its personnel.

II. GENERAL STATEMENT OF POLICY

- A. All data on individuals collected, created, received, maintained or disseminated by the school district, which is classified by statute or federal law as public, shall be accessible to the public pursuant to the procedures established by the school district.
- B. All other data on individuals is private or confidential.

III. DEFINITIONS

- A. "Confidential" means the data is not public and is not accessible ~~available~~ to the subject.
- B. "Finalist" means an individual who is selected to be interviewed.
- C. "Parking space leasing data" means the following government data on an application for, or lease of, a parking space: residence address, home telephone number, beginning and ending work hours, place of employment, location of parking space and work telephone number.
- D. "Personnel data" means government data on individuals maintained because they are or were employees ~~of the school district~~, applicants for employment, volunteers for the school district, ~~or members of or applicants for an advisory board or commission~~. Personnel data include data submitted by an employee to the school district ~~by an employee~~ as part of an organized self-evaluation effort by the school district to request suggestions from all employees on ways to cut costs, make the school district more efficient, or to improve school district operations. ~~An employee who is identified in a suggestion shall have access to all data in the~~

~~suggestion except the identity of the employee making the suggestion.~~

- E. "Private" means the data is not public and is accessible only ~~available~~ to the following: the subject of the data, as limited by any applicable state or federal law; individuals within the school district whose work assignments reasonably require access; entities and agencies as determined by the responsible authority who are authorized by law to gain access to that specific data; and entities or individuals given access by the express written direction of the data subject. ~~and to school district staff who need it to conduct the business of the school district.~~
- F. "Protected health information" means individually identifiable health information as defined in 45 C.F.R. § 160.103, that is transmitted ~~in electronic form by a school district acting as a~~ by electronic media, maintained in electronic media, or transmitted or maintained in any other form or medium by a health care provider in connection with a transaction covered by 45 C.F.R. Parts 160, 162 and 164. "Protected health information" excludes individually identifiable health information in education records covered by the ~~Federal~~ Family Educational Rights and Privacy Act, ~~and~~ employment records held by a school district in its role as employer, and records regarding a person who has been deceased for more than fifty (50) years.
- G. "Public" means that the data is available to anyone who requests it.
- H. "Public officials" means business managers; human resource directors; athletic directors whose duties include at least fifty (50) percent of their time spent in administration, personnel, supervision, and evaluation; chief financial officers; directors; individuals defined as superintendents and principals.

IV. PUBLIC PERSONNEL DATA

- A. The following information on current and former employees, ~~including~~ volunteers and independent contractors of the school district, is public:
1. name;
 2. employee identification number, which may not be the employee's s Social ~~s~~ Security number;
 3. actual gross salary;
 4. salary range;
 5. terms and conditions of employment relationship;
 6. contract fees;

7. actual gross pension;
8. the value and nature of employer-paid fringe benefits;
9. the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary;
10. job title;
11. bargaining unit;
12. job description;
13. education and training background;
14. previous work experience;
15. dates of first and last employment;
16. the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action;
17. the final disposition of any disciplinary action, as defined in Minnesota Statutes, section § 13.43, ~~Subdivision~~ 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the school district;
18. the complete terms of any agreement settling any dispute arising out of the employment relationship, including superintendent buyout agreements, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money, and such agreement may not have the purpose or effect of limiting access to or disclosure of personnel data or limiting the discussion of information or opinions related to personnel data;
19. work location;
20. work telephone number;
21. work email address;
22. badge number;

23. work-related continuing education;
24. honors and awards received; and
25. payroll time sheets or other comparable data that is used only to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data~~;~~~~and~~

B. The following information on current and former applicants for employment by the school district is public:

1. veteran status;
2. relevant test scores;
3. rank on eligible list;
4. job history;
5. education and training; and
6. work availability.

C. Names of applicants are private data except when certified as eligible for appointment to a vacancy or when they applicants are considered by the School Board to be ~~become~~ finalists for ~~an~~ public employment~~position~~.

D. Applicants for appointment to a public body.

1. Data about applicants for appointment to a public body collected by the school district as a result of the applicant's application for employment are private data on individuals except that the following are public:
 - a. name;
 - b. city of residence, except when the appointment has a residency requirement that requires the entire address to be public;
 - c. education and training;
 - d. employment history;
 - e. volunteer work;

- f. awards and honors;
 - g. prior government service;
 - h. any data required to be provided or that are voluntarily provided in an application for appointment to a multi-member agency pursuant to ~~Minnesota Statutes~~ section § 15.0597; and
 - i. veteran status.
2. Once an individual is appointed to a public body, the following additional items of data are public:
- a. residential address;
 - b. either a telephone number or ~~electronic~~ email address where the appointee can be reached, or both at the request of the appointee;
 - c. first and last dates of service on the public body;
 - d. the existence and status of any complaints or charges against an appointee; and
 - e. upon completion of an investigation of a complaint or charge against an appointee, the final investigative report is public, unless access to the data would jeopardize an active investigation.
3. Notwithstanding paragraph 2, any ~~electronic~~ email address or telephone number provided by a public body for use by an appointee shall be public. An appointee may use an ~~electronic~~ email address or telephone number provided by the public body as designated ~~electronic~~ email address or telephone number at which the appointee can be reached.
- E. Regardless of whether there has been a final disposition as defined in ~~Minnesota Statutes~~ section § 13.43, ~~Subdivision~~ 2(b), upon completion of an investigation of a complaint or charge against a public official, as defined in ~~Minnesota Statutes~~ section § 13.43, ~~Subdivision~~ 2(e), or if a public official resigns or is terminated from employment while the complaint or charge is pending, all data relating to the complaint or charge is public, unless access to the data would jeopardize an active investigation or reveal confidential sources.
- ~~F.~~ Data relating to a complaint or charge against a public official is public only if:
- 1. the complaint or charge results in disciplinary action or the employee

resigns or is terminated from employment while the complaint or charge is pending; or

2. potential legal claims arising out of the conduct that is the subject of the complaint or charge are released as part of a settlement agreement. Data that is classified as private under another law is not made public by this provision.

V. PRIVATE PERSONNEL DATA

- A. All other personnel data not listed in Section IV is private and ~~will only be shared with school district staff whose work requires such access. Private data~~ will not be otherwise released unless authorized by law ~~or by the employee's informed written consent.~~
- B. An individual's checking account number is private when submitted to a government entity.
- C. Data pertaining to an employee's dependents is private data on individuals.
- D. Data created, collected, or maintained by the school district to administer employee assistance programs is private.
- E. Parking space leasing data with regard to data on individuals is private.
- F. Personnel data may be disseminated to labor organizations to the extent the responsible authority ~~school district~~ determines ~~it is~~ the dissemination is necessary for the labor organization to conduct ~~its business~~ elections, notify employees of fair share fee assessments and implement the provisions of Minnesota Statutes chapters 179 and 179A. Personnel data shall be disseminated to labor organizations and the Bureau of Mediation Services ("BMS") to the extent the dissemination is ~~or when~~ ordered or authorized by the Commissioner of the ~~Bureau of Mediation Services~~ BMS.
- G. The school district may display a photograph of a current or former employee to prospective witnesses as part of the school district's investigation of any complaint or charge against the employee.
- H. The school district may, if ~~the~~ its responsible authority or designee reasonably determines that the release of personnel data is necessary to protect an employee from harm to self or to protect another person who may be harmed by the employee, release data that is relevant to the concerns for safety to:
 1. The person who may be harmed and to the attorney representing the person when the data is relevant to obtaining a restraining order;

2. A pre-petition screening team conducting an investigation of the employee under ~~Minnesota Statutes~~ section § 253B.07, S~~ubdivision~~ 1; or
 3. A court, law enforcement agency or prosecuting authority.
- I. Private personnel data or confidential investigative data on employees may be disseminated to a law enforcement agency for the purposes of reporting a crime or alleged crime committed by an employee, or for the purpose of assisting law enforcement in the investigation of ~~such~~ a crime or alleged crime committed by an employee.
 - J. A complainant has access to a statement provided by the complainant to the school district in connection with a complaint or charge against an employee.
 - K. When allegations of sexual or other types of harassment are made against an employee, the employee ~~shall~~ does not have access to data that would identify the complainant or other witnesses if the responsible authority ~~school district~~ determines that the employee's access to that data would:
 1. threaten the personal safety of the complainant or a witness; or
 2. subject the complainant or witness to harassment.

If a disciplinary proceeding is initiated against the employee, data on the complainant or witness shall be available to the employee as may be necessary for the employee to prepare for the proceeding.
 - L. The school district ~~must~~ shall make any report to the ~~Board of Teaching or the Board of School Administrators~~ Minnesota Professional Education Licensing and Standards Board ("PELSB") or Board of School Administrators ("BOSA"), whichever has jurisdiction over the teacher's or administrator's license, as required by ~~Minnesota Statutes~~ section § 122A.20, S~~ubdivision~~ 2, and shall, upon written request from the licensing board having jurisdiction over ~~a teacher's~~ license, provide the licensing board with information about the teacher ~~or administrator~~ or administrator from the school district's files, any termination or disciplinary proceeding, any settlement or compromise, or any investigative file in accordance with Minnesota Statutes section 122A.20, subdivision 2.
 - M. Private personnel data shall be disclosed to the Department of Employment and Economic Development for the purpose of administration of the unemployment insurance program under ~~Minnesota Statutes~~ Ch. 268.
 - N. When a report of alleged maltreatment of a student in an elementary, middle school, or high school is made to the Commissioner of the Minnesota Department

of Education (“MDE”) under Minnesota Statutes Chapter 260E, data that is relevant and collected by the school facility about the person alleged to have committed maltreatment must be provided to the Commissioner on request for purposes of an assessment or investigation of the maltreatment report. Additionally, personnel data may be released for purposes of informing providing information to a parent, legal guardian, or custodian of a child in accordance with MDE Screening Guidelines that an incident has occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.

O. The school district shall release to a requesting school district or charter school private personnel data on a current or former employee related to acts of violence toward or sexual contact with a student, if

1. an investigation conducted by or on behalf of the school district or law enforcement affirmed the allegations in writing prior to release of the data and the investigation resulted in the resignation or termination of the subject of the data; or

2. the employee resigned while a complaint or charge involving the allegations was pending, the allegations involved acts of sexual contact with a student, and the employer informed the employee in writing, before the employee resigned, that if the employee resigns while the complaint or charge is still pending, the employer must release private personnel data about the employee’s alleged sexual contact with a student to a school district or charter school requesting the data after the employee applies for employment with that school district or charter school and the data remain classified as provided in Minnesota Statutes Chapter 13.

Data released under this paragraph must not include data on the student.

P. Data submitted by an employee to the school district as part of an organized self-evaluation effort by the school district to request suggestions from all employees on ways to cut costs, make the school district more efficient, or improve the school district operations is private data. An employee who is identified in a suggestion, however, shall have access to all data in the suggestion except the identity of the employee making the suggestion. The identity of an employee making a suggestion as part of an organized self-evaluation effort by the school district to cut costs, to make the school district more efficient, or to improve school district operations is private.

Q. Protected Health information, as defined in 45 C.F.R. Parts 160 and 164, on employees is private and will not be disclosed except as permitted or required unless otherwise provided by law. To the extent that the school district transmits protected health information, the school district will comply with all privacy

~~requirements:~~

- R. Personal home contact information for employees may be used by the school district to ensure that an employee can be reached in the event of an emergency or other disruption affecting continuity of school district operations and may be shared with another government entity in the event of an emergency or other disruption to ensure continuity of operation for the school district or government entity.
- S. The personal telephone number, home address, and ~~electronic~~ email address of a current or former employee of a contractor or subcontractor maintained as a result of a contractual relationship between the school district and a contractor or subcontractor entered on or after August 1, 2012, are private data. These data must be shared with another government entity to perform a function authorized by law. The data also must be disclosed to a government entity or any person for prevailing wage purposes.
- T. When a continuing-contract teacher is discharged immediately because the teacher's license has been revoked due to a conviction for child abuse or or sexual offenses involving a child as set forth in Minnesota Statutes, section 122A.40, subdivision 13 (b), ~~sexual abuse~~ or when the Commissioner of the ~~Minnesota Department of Education (MDE)~~ makes a final determination of child maltreatment involving a teacher under Minnesota Statutes, section 260E.21, subdivision 4 or 260E.35, the school principal or other person having administrative control of the school must include in the teacher's employment record the information contained in the record of the disciplinary action or the final maltreatment determination, consistent with the definition of public data under ~~Minnesota Statutes, section § 13.41, S~~ subdivision 5, and must provide ~~the Board of Teaching PELSB~~ and the licensing division at MDE with the necessary and relevant information to enable ~~the Board of Teaching PELSB~~ and MDE's licensing division to fulfill their statutory and administrative duties related to issuing, renewing, suspending, or revoking a teacher's license. In addition to the background check required under ~~Minnesota Statutes, section § 123B.03, a~~ School b Board or other school hiring authority must contact ~~the Board of Teaching PELSB~~ and MDE to determine whether the teacher's license has been suspended or revoked, consistent with the discharge and final maltreatment determinations. Unless restricted by federal or state data practices law or by the terms of a collective bargaining agreement, the responsible authority for a school district must disseminate to another school district private personnel data on a current or former teacher (employee or contractor) of the district, including the results of background investigations, if the requesting school district seeks the information because the subject of the data has applied for employment with the requesting school district.

VI. MULTIPLE CLASSIFICATIONS

If data on individuals is classified as both private and confidential by Minnesota Statutes, Chapter 13, or any other state or federal law, the data is private.

VII. CHANGE IN CLASSIFICATIONS

The school district shall change the classification of data in its possession if it is required to do so to comply with ~~other~~ either judicial or administrative rules pertaining to the conduct of legal actions or with a specific statute applicable to the data in the possession of the disseminating or receiving agency.

VIII. RESPONSIBLE AUTHORITY

The school district has designated the Director of Human Resources as the authority responsible for personnel data. ~~If you have any questions, contact the Director of Human Resources.~~

The responsible authority, or a school district employee if so designated, shall serve as the school district's data practices compliance official and, as such, shall be the employee to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems.

IX. RELEASE FORM

An employee authorization form is included as "Addendum A" to this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.02 (Definitions)
Minn. Stat. § 13.03 (Access to Government Data)
Minn. Stat. § 13.05 (Duties of Responsible Authority)
Minn. Stat. § 13.37 (General Nonpublic Data)
Minn. Stat. § 13.39 (Civil Investigation Data)
Minn. Stat. § 13.41 (Licensing Data - Public Data)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 13.601, ~~S~~subd. 3 (~~Elected and Appointed Officials~~
Applicants for Employment)
Minn. Stat. § 15.0597 (Appointment to Multimember Agencies)
Minn. Stat. § 122A.20, ~~S~~subd. 2 (Mandatory Reporting)
Minn. Stat. § 122A.40, ~~S~~subds. 13 and 16 (Employment; Contracts, Termination)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. § 123B.143, subd. 2 (Disclose Past Buyouts)
Minn. Stat. Ch. 179 (Minnesota Labor Relations Act)
Minn. Stat. Ch. 179A (Minnesota Public Labor Relations Act)
Minn. Stat. § 253B.07 (Judicial Commitment: Preliminary Procedures)

Minn. Stat. Ch. 260E ~~§ 626.556, Subd. 7~~ (Reporting of Maltreatment of Minors)

Minn. Stat. Ch. 268 (Unemployment Insurance)

Minn. R. Pt. 1205 (Data Practices)

P.L. 104-191 (HIPAA)

45 C.F.R. Parts 160, 162 and 164 (HIPAA Regulations)

Cross References: WBLASB Policy 206 (Public Participation in School Board Meetings/Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin “I” (School Records-Privacy-Access to Data)

AGENDA ITEM: **Policy 410, Family and Medical Leave Act and District Leaves of Absence Policy**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 410, Family and Medical Leave Act and District Leaves of Absence Policy, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in March and is being recommended for a second reading. The changes to this policy are in sections I, and IV.

The purpose of this policy is to provide for family and medical leave to school district employees in accordance with the Family and Medical Leave Act of 1993 (FMLA), the Parenting Leave Act, and the Military Family Leave Act, and to provide guidance regarding other leaves of absence that may be provided by the school district.

RECOMMENDATION:

Approve School Board Policy 410, Family and Medical Leave Act and District Leaves of Absence Policy, as recommended by the School Board Policy Committee and Cabinet.

Adopted: April 29, 1996
Revised: May 9, 2005
Revised: September 14, 2009
Annual Review: August 8, 2011
Annual Review: October 13, 2014
Annual Review: December 9, 2019
Annual Review:

*White Bear Lake Area
School District #624 Policy 410*

Annual Review: September 10, 2012
Annual Review: April 9, 2018
Annual Review: July 12, 2021

410 FAMILY AND MEDICAL LEAVE ACT AND DISTRICT LEAVES OF ABSENCE POLICY

I. PURPOSE

The purpose of this policy is to provide for family and medical leave to school district employees in accordance with the Family and Medical Leave Act of 1993 (FMLA), the Parenting Leave Act, **and** the Military Family Leave Act, and to provide guidance regarding other leaves of absence that may be provided by the school district.

II. GENERAL STATEMENT OF POLICY

The following procedures and policies regarding family and medical leave are adopted by the school district, pursuant to the requirements of the FMLA and consistent with the requirements of the Minnesota parenting leave laws as well as Military Family Leave Act.

III. DEFINITIONS

A. “Covered active duty” means:

1. in the case of a member of a regular component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country; and
2. in the case of a member of a reserve component of the Armed Forces, duty during the deployment of the member with the Armed Forces to a foreign country under a call or order to active duty under a provision of law referred to in 10 U.S.C. § 101(a)(13)(B). Deployment to a foreign country means deployment to areas outside of the United States, the District of Columbia, or any Territory or possession of the United States, including international waters.

B. “Covered service member” means:

1. A member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; and

2. A veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness and who was a member of the Armed Forces, including a member of the National Guard or Reserves, at any time during the period of five years preceding the date on which the veteran undergoes that medical treatment, recuperation or therapy.
- C. “Eligible employee” means an employee who has been employed by the school district for a total of at least 12 months and who has been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave. While the 12 month of employment need not be consecutive, employment periods prior to a break in service of seven years or more may not be counted unless the break is occasioned by the employee’s fulfillment of his or her National Guard or Reserve military service obligation or a written agreement, including a collective bargaining agreement, exists concerning the school district’s intention to rehire the employee after the break in service.
- D. “Military caregiver leave” means leave taken to care for a covered service member with a serious injury or illness.
- E. “Next of kin of a covered service member” means the nearest blood relative other than the covered service member’s spouse, parent, son, or daughter, in the following order of priority: blood relatives who have been granted legal custody of the covered service member by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered service member has specifically designated in writing another blood relative as his or her nearest blood relative for purposes of military caregiver leave under the FMLA. When no such designation is made and there are multiple family members with the same level of relationship to the covered service member, all such family members shall be considered the covered service member next of kin, and the employee may take FMLA leave to provide care to the covered service member, either consecutively or simultaneously. When such designation has been made, the designated individual shall be deemed to be the covered service member’s only next of kin.
- F. “Outpatient status” means, with respect to a covered service member, the status of a member of the Armed Forces assigned to:
1. a military medical treatment facility as an outpatient; or
 2. a unit established for the purpose of providing command and control of members of the Armed Forces receiving care as outpatients.
- G. “Qualifying exigency” means a situation where the eligible employee seeks leave for one or more of the following reasons:
1. to address any issues that arise from a short-notice deployment (seven calendar days or less) of a covered military member;

2. to attend military events and related activities of a covered military member;
 3. to address issues related to childcare and school activities of a covered military member's child;
 4. to address financial and legal arrangements for a covered military member;
 5. to attend counseling provided by someone other than a health care provider for oneself, a covered military member, or his/her child;
 6. to spend up to five days with a covered military member who is on short-term, temporary rest and recuperation leave during a period of deployment;
 7. to attend post-deployment activities related to a covered military member; and
 8. to address other events related to a covered military member that both the employee and school district agree is a qualifying exigency.
- H. "Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves:
1. inpatient care in a hospital, hospice, or residential medical care facility; or
 2. continuing treatment by a health care provider.
- I. "Spouse: means a husband or wife. For purposes of this definition, husband or wife refers to the other person with whom an individual entered into marriage as defined or recognized under state law for purposes of marriage in the state in which the marriage was entered into or, in the case of a marriage entered into outside of any state, if the marriage is valid in the place where entered into and could have been entered into in at least one state. This definition includes an individual in a same-sex or common law marriage that either: (1) was entered into in a state that recognizes such marriages; or (2) if entered into outside of any state, is valid in the place where entered into and could have been entered into in at least one state.
- J. "Veteran" has the meaning given in 38 U.S.C. § 101.

IV. LEAVE ENTITLEMENT

- A. Twelve-week Leave under Federal Law:

1. Eligible employees are entitled to a total of 12 work weeks of unpaid family or medical leave during the applicable 12-month period as defined below, plus any additional leave as required by law. Leave may be taken for one or more of the following reasons in accordance with applicable law:
 - a. birth or adoption of the employee's child and to care for such child;
 - b. placement of an adopted or foster child with the employee;
 - c. to care for the employee's spouse, son, daughter, or parent with a serious health condition;
 - d. the employee's serious health condition makes the employee unable to perform the functions of the employee's job; and/or
 - e. any qualifying exigency arising from the employee's spouse, son, daughter, or parent being on covered active duty, or notified of an impending call or order to covered active duty in the Armed Forces
2. For the purposes of this policy, "year" is defined as a rolling 12-month period measured backward from the date an employee's leave is to commence.
3. An employee's entitlement to FMLA leave for the birth, adoption, or foster care of a child expires at the end of the 12-month period beginning on the date of the birth or placement.
4. A "serious health condition" typically requires either inpatient care or continuing treatment by or under the supervision of a health care provider, as defined by applicable law. Family and medical leave generally is not intended to cover short term conditions for which treatment and recovery are very brief.
5. A "serious injury or illness," in the case of a member of the Armed Forces, including a member of the National Guard or Reserves, means:
 - a. injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces (or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces) and that may render the member medically unfit to perform the duties of the member's office, grade, rank or rating; and
 - b. in the case of a veteran who was a member of the Armed Forces, including a member of the National Guard or Reserves, at any time, during the period of five years preceding the date on which the veteran undergoes the medical treatment, recuperation, or

therapy, means a qualifying injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member's active duty and was aggravated by service in the line of duty in the Armed Forces and that manifested itself before or after the member became a veteran, and is:

- (1) a continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the service member unable to perform the duties of the service member's office, grade, rank, or rating; or
 - (2) a physical or mental condition for which the covered veteran has received a U.S. Department of Veterans Affairs Service-Related Disability (VASRD) rating of 50 percent or greater and such VASRD rating is based, in whole or in part, on the condition precipitating the need for military caregiver leave; or
 - (3) a physical or mental condition that substantially impairs the covered veteran's ability to secure or follow a substantially gainful occupation by reason of a disability or disabilities related to military service, or would do so absent treatment; or
 - (4) an injury, including a psychological injury, on the basis of which the covered veteran has been enrolled in the Department of Veterans Affairs Program of Comprehensive Assistant for Family Caregivers.
6. Eligible spouses employed by the school district are limited to an aggregate of 12 weeks of leave during any 12-month period for the birth and care of a newborn child or adoption of a child, the placement of a child for foster care, or to care for a parent. This limitation for spouses employed by the school district does not apply to leave taken by one spouse to care for the other spouse who is seriously ill, to care for a child with a serious health condition; because of the employee's own serious health condition; or pursuant to Paragraph IV.A.1.e. above.
7. Depending on the type of leave, intermittent or reduced schedule leave may be granted at the discretion of the school district or when medically necessary. However, part-time employees are only eligible for a pro-rata portion of leave to be used on an intermittent or reduced schedule basis, based on their average hours worked per week. Where an intermittent or reduced schedule leave is foreseeable based on planned medical treatment, the school district may transfer the employee temporarily to an available alternative position for which the employee is qualified and which better

accommodates recurring periods of leave than does the employee's regular position, and which has equivalent pay and benefits.

8. If an employee requests a leave for the serious health condition of the employee or the employee's spouse, child, or parent, the employee will be required to submit sufficient medical certification. In such a case, the employee must submit the medical certification within 15 days from the date of the request or as soon as practicable under the circumstances.
9. If the school district has reason to doubt the validity of a health care provider's certification, it may require a second opinion at the school district's expense. If the opinions of the first and second health care providers differ, the school district may require certification from a third health care provider at the school district's expense. An employee may also be required to present a certification from a health care provider indicating that the employee is able to return to work.
10. Requests for leave shall be made to the school district. When leave relates to an employee's spouse, son, daughter, parent, or covered service member being on covered active duty, or notified of an impending call or order to covered active duty pursuant to Paragraph IV.A.1.e. above, and such leave is foreseeable, the employee shall provide reasonable and practical notice to the school district of the need for leave. For all other leaves, employees must give 30 days' written notice of a leave of absence where practicable. The failure to provide the required notice may result in a delay of the requested leave. Employees are expected to make a reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the school district, subject to and in coordination with the health care provider.
11. The school district may require that a request for leave under Paragraph IV. A.1.e. above be supported by a copy of the covered military member's active duty orders or other documentation issued by the military indicating active duty or a call to active duty status and the dates of active duty service. In addition, the school district may require the employee to provide sufficient certification supporting the qualifying exigency for which leave is requested.
12. During the period of a leave permitted under this policy, the school district will provide health insurance under its group health plan under the same conditions coverage would have been provided had the employee not taken the leave. The employee will be responsible for payment of the employee contribution to continue group health insurance coverage during the leave. An employee's failure to make necessary and timely contributions may result in termination of coverage. An employee who does not return to work after the leave may be required, in some situations, to reimburse the school district for the cost of the health plan premiums paid by it.

13. The school district may request or require the employee to substitute accrued paid leave for any part of the 12-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave. The superintendent shall be responsible to develop directives and guidelines as necessary to implement this policy. Such directives and guidelines shall be submitted to the school board periodically for review.

The school district shall comply with the written notice requirement as set forth in federal regulations.

14. Employees returning from a leave permitted under this policy are eligible for reinstatement in the same or an equivalent position as provided by law. However, the employee has no greater right to reinstatement or to other benefits and conditions of employment than if the employee had been continuously employed during the leave.

B. Twelve-week Leave under State Law

An employee who does not qualify for parenting leave under Paragraphs IV.A.1.A. or IV.A.1.b. above may qualify for a 12-week unpaid leave which is available to a biological or adoptive parent in conjunction with the birth or adoption of a child, or to a female employee for prenatal care or incapacity due to pregnancy, childbirth, or related health conditions. The length of the leave shall be determined by the employee but must not exceed 12 weeks unless agreed by the employer. The employee may qualify if he or she has worked for the school district for at least 12 months and has worked an average number of hours per week equal to one-half of the full time equivalent during the 12-month period immediately preceding the leave. This leave is separate and exclusive of the family and medical leave described in the preceding paragraphs but may be reduced by any period of paid parental, disability, personal, or medical, or sick leave, or accrued vacation provided by the employer so that the total leave does not exceed 12 weeks, unless agreed by the employer, or leave taken for the same purpose under the FMLA. The leave taken under this section shall begin at a time requested by the employee. An employee who plans to take leave under this section must give the employer reasonable notice of the date the leave shall commence and the estimated duration of the leave. For leave taken by a biological or adoptive parent in conjunction with the birth or adoption of a child, the leave must begin within 12 months of the birth or adoption; except that, in the case where the child must remain in the hospital longer than the mother, the leave must begin within 12 months after the child leaves the hospital.

C. Twenty-six week Service member Family Military Leave

1. An eligible employee who is the spouse, son, daughter, parent, or next of kin of a covered service member shall be entitled to a total of 26 work weeks of leave during a 12-month period to care for the service member. The leave described in this paragraph shall be available only during a single 12-month period. For purposes of this leave, the need to care for a service member includes both physical and psychological care.
2. During a single 12-month period, an employee shall be entitled to a combined total of 26 work weeks of leave under Paragraphs IV.A. and IV.C. above.
3. The 12-month period referred to in this section begins on the first day the eligible employee takes leave to care for a covered service member and ends 12 months after that date.
4. Eligible spouses employed by the school district are limited to an aggregate of 26 weeks of leave during any 12-month period if leave is taken for birth of the employee's child or to care for the child after birth; for placement of a child with the employee for adoption or foster care or to care for the child after placement; to care for the employee's parent with a serious health condition; or to care for a covered service member with a serious injury or illness.
5. The school district may request or require the employee to substitute accrued paid leave for any part of the 26-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave.
6. An employee will be required to submit sufficient medical certification issued by the health care provider of the covered service member and other information in support of requested leave and eligibility for such leave under this section within 15 days from the date of the request or as soon as practicable under the circumstances.
7. The provisions of Paragraphs IV.A.7., IV.A.10., and IV.A.12., and IV.A.14. above shall apply to leaves under this section.

V. SPECIAL RULES FOR INSTRUCTIONAL EMPLOYEES.

- A. An instructional employee is one whose principal function is to teach and instruct students in a class, a small group, or an individual setting. This includes, but is not limited to, teachers, coaches, driver's education instructors, and special education assistants.

- B. Instructional employees who request foreseeable medically necessary intermittent or reduced work schedule leave greater than 20 percent of the work days in the leave period may be required to:
 - 1. take leave for the entire period or periods of the planned medical treatment; or
 - 2. move to an available alternative position for which the employee is qualified, and which provides equivalent pay and benefits, but not necessarily equivalent duties.
- C. Instructional employees who request continuous leave near the end of a trimester or semester may be required to extend the leave through the end of the trimester or semester. The number of weeks remaining before the end of a semester does not include scheduled school breaks, such as summer, winter, or spring break.
 - 1. If an instructional employee begins leave for any purpose more than five weeks before the end of a trimester or semester and it is likely the leave will last at least three weeks, the school district may require that the leave be continued until the end of the trimester or semester.
 - 2. If the employee begins leave for a purpose other than the employee's own serious health condition during the last five weeks of a trimester or semester, the school district may require that the leave be continued until the end of the trimester or semester if the leave will last more than two weeks or if the employee's return from leave would occur during the last two weeks of the trimester or semester.
 - 3. If the employee begins leave for a purpose other than the employee's own serious health condition during the last three weeks of a trimester or semester and the leave will last more than five working days, the school district may require the employee to continue taking leave until the end of the trimester or semester.
- D. The entire period of leave taken under the special rules will be counted as leave. The school district will continue to fulfill the school district's leave responsibilities and obligations, including the obligation to continue the employee's health insurance and other benefits, if an instructional employee's leave entitlement ends before the involuntary leave period expires.

VI. DISTRICT LEAVE PROVISIONS

- A. General leaves of absence
 - 1. All leaves of absence that are of a duration of 20 workdays or greater require School Board approval, as does the employment of a replacement for an employee on said leave. The Director of Human Resources has the authority to approve leaves of absence of a duration less than 20

workdays, as well as the employment of a replacement for an employee on said leave.

2. All leave of absence requests must be submitted in writing to the Human Resources Department at least 30 workdays in advance of the leave unless the leave is for an entire school year, in which case the request needs to be submitted by March 1 of the previous school year. Notice of intent to return to work following an annual leave of absence must be submitted in writing to the Human Resources Department by March 1 of the year of the leave (failure to do so will result in the district assuming the employee is returning to work as scheduled). The Director of Human Resources has the authority to waive these timelines based on a consideration of all the surrounding facts and circumstances.
3. In acting on employee leave requests, the School Board will observe provisions of the appropriate employee master agreement, district policy, and applicable state and federal statutes. In making recommendations to the School Board regarding leave without pay approval, district administration will consider both the reasons for the employee's request and the needs of the district. In general, concerns related to the educational program will take precedence over personal interests of the employee. Factors to be considered may include the following:
 - a. The stated reason(s) of the employee in requesting a leave;
 - b. Relevant provisions of the appropriate employee master agreement, district policy and/or state and federal statute(s);
 - c. Length of service to the district of the employee applying for the leave. (Normally the district will not approve any leave during an employee's probationary period other than leaves required by law or collective bargaining agreement.)
 - d. Length of leave request. Normally, the length of an approved leave of absence for other reasons shall not exceed one (1) year. In extenuating circumstances, an extension of one (1) additional year may be granted for a maximum of two consecutive years of leave.
 - e. Record of previous leaves taken by the employee;
 - f. Availability of qualified substitute employees;
 - g. Number of other employees in the same assignment category currently on leaves of absence;
 - h. Timing of the leave as it relates to potential disruption to students, other staff, and educational programming. Whenever possible, leaves should begin when the school year begins and ends when

the school year ends. If that is not possible, the beginning or ending of a leave should coincide with a natural break point during the school year.

- i. Potential benefits to the district;
- j. Whether the purpose of the leave can be scheduled or accomplished during a non-duty (school vacation/break) period.

B. Non-delivering parent leave

- 1. An eligible employee may use available accumulated paid leave for a period not to exceed six weeks following the date of birth or adoption of a child. Eligible employee means an employee who has been employed by the school district for a total of at least 12 months and who has been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave. A statement certifying the birth or adoption of a child must be produced.
- 2. Employees that do not meet the eligibility requirement in VI. B. 1. may use up to ten (10) days of available accumulated paid leave following the date of birth or adoption of a child. A statement certifying the birth or adoption of a child must be produced.

C. Jury Duty

- 1. Personnel shall be released from job responsibilities in order to perform jury duty.
- 2. On days when jury duty requires only a portion of the work day, the employee shall work the remaining portion of the day.
- 3. The compensation of an employee shall not be reduced as a result of jury duty.
- 4. Any jury compensation, excluding mileage, meals or lodging, shall be assigned to the district.

VII. OTHER

- A. The provisions of this policy are intended to comply with applicable law, including the FMLA and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by the FMLA and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.

- B. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.

VIII. DISSEMINATION OF POLICY

- A. This policy shall be conspicuously posted in each school district building in areas accessible to employees.
- B. This policy will be reviewed at least annually for compliance with state and federal law.

Legal References: Minn. Stat. §§ 181.940-181.944 (Parenting Leave)
10 U.S.C. § 101 *et seq.* (Armed Forces General Military Law)
29 U.S.C. § 2601 *et seq.* (Family and Medical Leave Act)
38 U.S.C. § 101 (Definitions)
29 C.F.R. pt. 825 (Family and Medical Leave Act)

Cross References: MSBA Service Manual, Chapter 13, School Law Bulletin “M” (Statutory Provisions Which Grant Leaves to Licensed as well as Non-Licensed School District Employees – Family and Medical Leave Act Summary)

AGENDA ITEM: **Policy 501, School Weapons Policy**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 501, School Weapons Policy, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in March and is being recommended for a second reading. The changes to this policy are in sections III, IV, V, VII, and the Legal and Cross References.

The purpose of this policy is to assure a safe school environment for students, staff and the public.

RECOMMENDATION:

Approve School Board Policy 501, School Weapons Policy, as recommended by the School Board Policy Committee and Cabinet.

Adopted: October 9, 1995
Revised: June 11, 2001
Revised: January 10, 2005
Revised: May 8, 2017

*White Bear Lake Area
School District #624 Policy 501*

Revised:

501 SCHOOL WEAPONS POLICY

I. PURPOSE

The purpose of this policy is to assure a safe school environment for students, staff and the public.

II. GENERAL STATEMENT OF POLICY

No student or nonstudent, including adults and visitors, shall possess, use or distribute a weapon when in a school location except as provided in this policy. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school employee, volunteer, or member of the public who violates this policy.

III. DEFINITION

A. “Weapon”

1. A “weapon” means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; ~~nunchucks~~ nunchucks; throwing stars; explosives; fireworks; mace and other propellants; ~~stunguns~~ stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.
2. No student shall possess, use or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.
3. No student shall use any object, device or instrument designed for other purposes (e.g., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.), to inflict bodily harm and/or intimidate. Such use will be treated as the possession and use of a weapon.

- B. "School Location" includes any school building or school grounds, whether leased, rented, owned or controlled by the school, locations of school activities or trips, bus stops, school buses or school vehicles, school-contracted vehicles, the area of entrance or departure from school premises or events, all locations where school-related functions are conducted, and anywhere students are under the jurisdiction of the school district.
- C. "Possession" means having a weapon on one's person or in an area subject to one's control in a school location.
- D. "Dangerous Weapon" means any firearm, whether loaded or unloaded, or any device designed as a weapon and capable of producing death or great bodily harm, any combustible or flammable liquid or other device or instrumentality that, in the manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm, or any fire that is used to produce death or great bodily harm. As used in this definition, "flammable liquid" means any liquid having a flash point below 100 degrees Fahrenheit and having a vapor pressure not exceeding 40 pounds per square inch (absolute) at 100 degrees Fahrenheit but does not include intoxicating liquor. As used in this subdivision, "combustible liquid" is a liquid having a flash point at or above 100 degrees Fahrenheit.

IV. EXCEPTIONS

- A. A student who finds a weapon on the way to school or in the school building, or a student who discovers that ~~he or she~~ they accidentally ~~has~~ have a weapon in ~~his or her~~ their possession, and takes the weapon to the building administrator's office, a student shall not be considered to possess a weapon. If it would be impractical or dangerous to take the weapon to the building administrator's office, a student shall not be considered to possess a weapon if ~~he or she~~ they immediately turns the weapon over to an administrator or staff member as soon as practicable notifies an administrator, teacher or head coach of the weapon's location.
- B. It shall not be a violation of this policy if a nonstudent commits acts which would otherwise violate this policy, but the nonstudent falls within one of the following categories:
1. Is a licensed peace officer, military personnel, or student or nonstudent participating in military training, who are performing official duties;
 2. Is authorized to carry a pistol under Minnesota Statutes, Section 624.714, while in a motor vehicle or outside of a motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle;

3. Who keeps or stores in a motor vehicle pistols in accordance with ~~Minnesota Statutes~~, Sections 624.714 or 624.715, or other firearms in accordance with Minnesota Statutes, Section 97B.045;
 - a. Section 624.714 specifies procedures and standards for obtaining pistol permits and penalties for the failure to do so. Section 624.715 defines an exception to the pistol permit requirements for “antique firearms which are carried or possessed as curiosities or for their historical significance or value.”
 - b. Section 97B.045 generally provides that a firearm may not be transported in a motor vehicle unless it is (1) unloaded and in a gun case without any portion of the firearm exposed; (2) unloaded and in the closed trunk; or (3) a handgun carried in compliance with Sections 624.714 and 624.715.
4. Is participating in firearms safety or marksmanship courses or activities conducted on school property;
5. A ceremonial color guard who is in possession of unloaded dangerous weapons, BB guns, or replica firearms.
6. A gun or knife show held on school property;
7. Is in possession of dangerous weapons, BB guns, or replica firearms with written permission of the principal or other person having general control and supervision of the School or the director of a child care center;
8. Is on unimproved property owned or leased by a child care center, school or school district unless the person knows that a student is currently present on the land for a school-related activity.

C. Policy Application to Instructional Equipment/Tools

While the school district and the school takes a firm “Zero Tolerance” position on the possession, use or distribution of weapons by students, such a position is not meant to interfere with instruction or the use of appropriate equipment and tools by students. Such equipment and tools, when properly possessed, used and stored, shall not be considered in violation of the rule against the possession, use or distribution of weapons by students. However, when authorized instructional and work equipment and tools are used in a potentially dangerous or threatening manner, such possession and use will be treated as the possession and use of a weapon.

D. Firearms in School Parking Lots and Parking Facilities

A school district may not prohibit the lawful carry or possession of firearms in a school parking lot or parking facility. For purposes of this policy, the “lawful” carry or possession of a firearm in a school parking lot or parking facility is specifically limited to nonstudent permit-holders authorized under Minnesota Statutes, Section 624.714, to carry a pistol in the interior of a vehicle or outside the motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle. Any possession or carry of a firearm beyond the immediate vicinity of a permit-holder’s vehicle shall constitute a violation of this policy.

V. CONSEQUENCES FOR STUDENT WEAPON POSSESSION/USE/DISTRIBUTION

- A. The school district takes a position of “Zero Tolerance” in regard to the possession, use or distribution of weapons by students. Consequently, the minimum consequence for students willfully possessing, using or distributing weapons without authorization or outside the Exceptions listed in Section IV above shall include:
1. immediate out-of-school suspension;
 2. confiscation of the weapon;
 3. immediate notification of police;
 4. parent or guardian notification; and
 5. recommendation to the superintendent of dismissal for not to exceed one year.
- B. Pursuant to Minnesota law, a student who brings a firearm, as defined by federal law, to school will be expelled for at least one year. The ~~s~~School ~~b~~Board may modify this requirement on a case-by-case basis.

C. The building principal shall, as soon as practicable, refer to the criminal justice or juvenile delinquency system, as appropriate, a student who brings a firearm to school unlawfully.

D. Administrative Discretion

While the school district takes a “Zero Tolerance” position on the possession, use or distribution of weapons by students, the superintendent may use discretion in determining whether, under the circumstances, a course of action other than the minimum consequences specified above is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.

VI. CONSEQUENCES FOR WEAPON POSSESSION/USE/DISTRIBUTION BY NONSTUDENTS

A. Employees

1. An employee who violates the terms of this policy is subject to disciplinary action, including non-renewal, suspension, or discharge as deemed appropriate by the school board.
2. Sanctions against employees, including non-renewal, suspension, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.
3. When an employee violates the weapons policy, law enforcement may be notified, as appropriate.

B. Other Nonstudents

1. Any member of the public who violates this policy shall be informed of the policy and asked to leave the school location. Depending on the circumstances, the person may be barred from future entry to school locations. In addition, if the person is a student in another school district, that school district may be contacted concerning the policy violation.
2. If appropriate, law enforcement will be notified of the policy violation by the member of the public and may be asked to provide an escort to remove the member of the public from the school location.

VII. REPORTS OF DANGEROUS WEAPON INCIDENTS IN SCHOOL ZONES

A. The school district must electronically report to the Commissioner of Education incidents involving the use or possession of a dangerous weapon in school zones, as required under Minnesota Statutes, Section 121A.06.

Legal References: Minn. Stat. § 97B.045 (Transportation of Firearms)
Minn. Stat. § 121A.05 (Referral to Police)
Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm)
Minn. Stat. § 152.01, subd. 14(a) (Definition of a School Zone)
Minn. Stat. § 609.602, ~~S~~subd. 6 (Definition of Dangerous Weapons)
Minn. Stat. § 609.605 (Trespass)
Minn. Stat. § 609.66 (Dangerous Weapons)
Minn. Stat. § 624.714 (Carrying of Weapons Without Permit; Penalties)

Minn. Stat. § 624.715 (Exemptions; Antiques and Ornaments)
18 U.S.C. § 921 (Definition of Firearm)
In re C.R.M., 611 N.W. 2d 802 (Minn. 2000)
In re A.D., 883 N.W.2d 251 (Minn. 2016)

Cross References: WBLASB Policy 403 (Discipline, Suspension and Dismissal of School District Employees)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 525 (Violence Prevention)
WBLASB Policy 903 (Visitors to School District Buildings and Sites)

AGENDA ITEM: **Policy 507, Corporal Punishment**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 507, Corporal Punishment, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in March and is being recommended for a second reading. The changes to this policy are in section III, and the Cross References.

The purpose of this policy is to describe limitations on corporal punishment of students.

RECOMMENDATION:

Approve School Board Policy 507, Corporal Punishment, as recommended by the School Board Policy Committee and Cabinet.

Adopted: July 22, 1996
Revised: June 11, 2001
Revised: September 9, 2002
Revised: July 16, 2018

*White Bear Lake Area
School District #624 Policy 507*

507 CORPORAL PUNISHMENT

I. PURPOSE

The purpose of this policy is to describe limitations on corporal punishment of students.

II. GENERAL STATEMENT OF POLICY

No employee or agent of the school district shall cause corporal punishment to be inflicted upon a student to reform unacceptable conduct or as a penalty for unacceptable conduct. As used in this policy, the term "corporal punishment" means conduct involving hitting or spanking a person with or without an object, or unreasonable physical force that causes bodily harm or substantial emotional harm.

III. EXCEPTIONS

An employee or agent of the school district may use reasonable force when necessary to restrain a student from inflicting bodily harm to self **or** to another person.

IV. VIOLATION

Employees and agents of the school district who violate the provisions of this 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. Violation of this policy may also result in civil or criminal liability for those school district employees and agents.

Legal References: Minn. Stat. § 123B.25 (Actions Against Districts and Teachers)
Minn. Stat. § 121A.58 (Corporal Punishment)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 609.06 Subd. 1 (6)(7) (Authorized Use of Force)

Cross References: WBLASB Policy 403 (Discipline, Suspension and Dismissal of School District Employees)
WBLASB Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
WBLASB Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
WBLASB Policy 506 (Student Discipline)

AGENDA ITEM: **Policy 526, Hazing Prohibition**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 526, Hazing Prohibition, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in March and is being recommended for a second reading. The changes to this policy are in sections II, III, IV, V, VI and the Legal References.

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing.

RECOMMENDATION:

Approve School Board Policy 526, Hazing Prohibition, as recommended by the School Board Policy Committee and Cabinet.

Adopted: March 9, 1998
Revised: June 11, 2001
Revised: December 14, 2009
Revised: January 9, 2012
Revised:

*White Bear Lake Area
School District #624 Policy 526*

Revised: June 8, 2015

526 HAZING PROHIBITION

I. PURPOSE

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

II. GENERAL STATEMENT OF POLICY

- A. No student, teacher, administrator, volunteer, contractor or other employee of the school district shall plan, direct, encourage, aid or engage in hazing.
- B. No student, teacher, administrator, volunteer, contractor or other employee of the school district shall permit, condone or tolerate hazing.
- C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.

D. Retaliation against a victim, good faith reporter, or a witness of hazing is prohibited.

E. False accusations or reports of hazing against a student, teacher, administrator, volunteer, contractor, or other employee are prohibited.

F. A person who engages in an act of hazing, reprisal, retaliation, or false reporting of hazing or permits, condones, or tolerates hazing shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, tolerate, or are a party to prohibited acts of hazing may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate hazing or engage in an act of reprisal or intentional false reporting of hazing may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of hazing may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

G.D. This policy applies to ~~behavior~~ hazing that occurs during and after school hours, on or off school premises or property, at school functions or activities, or on school transportation ~~and before, during, and after school hours, including weekends and other non-school days.~~

H.E. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.

I.F. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

- A. “Hazing” means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other school-related purpose. The term hazing includes, but is not limited to:
1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking or placing a harmful substance on the body.
 2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school. This may include verbal abuse such as yelling, swearing at and insulting the student.
 5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.

B. “Immediately” means as soon as possible but in no event longer than 24 hours.

- C. “On school premises or school district property, or at school functions or activities, or on school transportation” means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student’s walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting hazing at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.
- D. “Remedial response” means a measure to stop and correct hazing, prevent hazing from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of hazing.
- E. “Student” means a student enrolled in a public school or a charter school.
- E.B. “Student organization” means a group, club or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

IV. REPORTING PROCEDURES

- A. Any student who believes ~~he or she~~ they ~~has~~ have been the target or victim of hazing or any person who has personally observed or has knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy such as a coach, counselor, teacher, athletic director or administrator. A person may report hazing anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party to use the report form available from the principal or building supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well.
- The building principal, the principal’s designee, or the building supervisor (hereinafter the “building report taker”) is the person responsible for receiving and investigating reports of hazing at the building level. Any adult school district personnel who receives a report of hazing prohibited by this policy shall inform the building report taker immediately. Any person may report hazing directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the assistant superintendent or superintendent or the school district human rights officer by the reporting party or complainant.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

- C. ~~Teachers, administrators, volunteers, contractors and other employees of the school district~~ A teacher, administrator, volunteer, contractor, and other school employees shall be particularly alert to possible situations, circumstances or events which might include hazing. Any such person who witnesses, observes, receives a report of, ~~observes~~, or has other knowledge or belief of conduct which may constitute hazing shall make reasonable efforts to address and resolve the hazing and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute hazing or who fail to make reasonable efforts to address and resolve the hazing in a timely manner may be subject to disciplinary action.
- D. Submission of a good faith complaint or report of hazing by a student or staff member will not affect the complainant or reporter's future employment, grades, activity participation, ~~or~~ work assignments, or educational work environment.
- E. Reports of hazing are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of hazing and the record of any resulting investigation.
- F. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. ~~Upon~~ Within three (3) days of the receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district. ~~The district must ensure that the investigation begins within one school day of receipt of a hazing report or complaint.~~
- B. The building report taker or other appropriate school district officials may take immediate steps, at ~~its~~ their discretion, to protect the target or victim of the hazing, the complainant, the reporter, and students; or others pending completion of an investigation of alleged hazing prohibited by this policy.
- C. The alleged perpetrator of the hazing shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.

~~D.C.~~ Upon completion of ~~the~~ an investigation that determines hazing has occurred, the school district will take appropriate action against students or staff that condoned, planned, directed, encouraged, aided, permitted, or engaged in hazing. Such action may include, but is not limited to, warning, suspension, suspension from Minnesota State High School League activities, Saturday School, exclusion, expulsion, transfer, remediation, termination or discharge. Disciplinary consequences will be adequate to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; and applicable school district policies, and regulations.

~~E.D.~~ The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. At a parent(s)/guardian(s) request school officials will notify the parent(s)/guardian(s) of students ~~involved in a hazing incident~~ who are targets or victims of hazing and the parent(s) or guardian(s) of alleged perpetrators of hazing who have been involved in a reported and confirmed hazing incident of the remedial or disciplinary action taken, to the extent permitted by law; ~~based on a confirmed report.~~

F. In order to prevent or to respond to hazing committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in hazing.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor or other employee of the school district who commits an act of reprisal or who ~~(1)~~ retaliates against any person who asserts, alleges, or makes a good faith report of alleged hazing, who provides information about hazing; ~~(2) retaliates against any person who testifies, assists, or participates in an investigation, or (3) retaliates against any person~~ who testifies, assists or participates in an investigation of alleged hazing, or who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct.

VII. DISSEMINATION OF POLICY

A. This policy shall be referenced in each school's student handbook and in each school's building and staff handbooks.

- B. The school district will develop a method of annually disseminating this policy to students, parents/guardians, and employees.

Legal References: Minn. Stat. § 121A.40 - 121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)
Minn. Stat. § ~~121A.0695~~ 121A.031 (School Student Bullying Policy
~~Board Policy; Prohibiting Intimidation and Bullying~~)
Minn. Stat. § 121A.0311 (Notice of the Rights and Responsibilities of
Students and Parents Under the Safe and Supportive Minnesota Schools
Act)

Cross Reference: WBLASB Policy 403 (Discipline, Suspension and Dismissal of School District Employees)
WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 514 (Bullying Prohibition Policy)
WBLASB Policy 525 (Violence Prevention [Applicable to Students and Staff])

AGENDA ITEM: **Policy 531, The Pledge of Allegiance**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 531, The Pledge of Allegiance, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in March and is being recommended for a second reading. The changes to this policy are in section II.

The purpose of this policy is to provide for recitation of the Pledge of Allegiance and instruction in school to help further that end.

RECOMMENDATION:

Approve School Board Policy 531, The Pledge of Allegiance, as recommended by the School Board Policy Committee and Cabinet.

Adopted: August 14, 2006
Revised: April 12, 2010
Revised:

*White Bear Lake Area
School District #624 Policy 531*

531 THE PLEDGE OF ALLEGIANCE

I. PURPOSE

The School Board recognizes the need to display an appropriate United States flag and to provide instruction to students in the proper etiquette, display, and respect of the flag. The purpose of this policy is to provide for recitation of the Pledge of Allegiance and instruction in school to help further that end.

II. GENERAL STATEMENT OF POLICY

Students in ~~the this~~ school district shall **have an opportunity to** recite the Pledge of Allegiance to the flag of the United States of America one or more times each week. The recitation shall be conducted:

- A. By each individual classroom teacher or the teacher's surrogate; or
- B. Over a school intercom system by a person designated by the school principal or other person having administrative control over the school.

III. EXCEPTIONS

Anyone who does not wish to participate in reciting the Pledge of Allegiance for any personal reasons may elect not to do so. Students and school personnel must respect another person's right to make that choice.

IV. INSTRUCTION

Students will be instructed in the proper etiquette toward, correct display of, and respect for the flag, and in patriotic exercises.

Legal References: Minn. Stat. § 121A.11, Subd. 3 (Pledge of Allegiance)
Minn. Stat. § 121A.11, Subd. 4 (Instruction)

Cross References:

AGENDA ITEM: **Policy 706, Acceptance of Gifts**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 706, Acceptance of Gifts, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in March and is being recommended for a second reading. There are no changes to this policy.

The purpose of this policy is to provide guidelines for the acceptance of gifts by the School Board.

RECOMMENDATION:

Approve School Board Policy 706, Acceptance of Gifts, as recommended by the School Board Policy Committee and Cabinet.

Adopted: April 28, 1997
Revised: February 9, 2015
Revised: July 16, 2018
Reviewed:

*White Bear Lake Area
School District #624 Policy 706*

No Recommended Changes

706 ACCEPTANCE OF GIFTS

I. PURPOSE

The purpose of this policy is to provide guidelines for the acceptance of gifts by the School Board.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to accept gifts only in compliance with state law.

III. ACCEPTANCE OF GIFTS GENERALLY

The School Board may receive, for the benefit of the school district, bequests, donations or gifts for any proper purpose. The School Board shall have the sole authority to determine whether any gift or any precondition, condition, or limitation on use included in a proposed gift furthers the interests of or benefits the school district and whether it should be accepted or rejected.

IV. GIFTS OF REAL OR PERSONAL PROPERTY

The School Board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members. The resolution must fully describe any conditions placed on the gift. The real or personal property so accepted may not be used for religious or sectarian purposes.

V. ADMINISTRATION IN ACCORDANCE WITH TERMS

If the School Board agrees to accept a bequest, donation, gift, grant or devise which contains preconditions, conditions or limitations on use, the School Board shall attempt to administer it in accordance with the intent of the terms. Once accepted, a gift shall be the property of the school district unless otherwise provided in the agreed upon terms.

Legal References: Minn. Stat. § 123B.402, Subd. 6 (Bequests, Donations, Gifts)
Minn. Stat. § 465.03 (Gifts to Municipalities)

Cross References:

AGENDA ITEM: **Policy 720, Vending Machines**

MEETING DATE: **April 11, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 720, Vending Machines, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in March and is being recommended for a second reading. The changes to this policy are in section V.

The purpose of this policy is to establish procedures to govern vending machines installed in school facilities in the school district.

RECOMMENDATION:

Approve School Board Policy 720, Vending Machines, as recommended by the School Board Policy Committee and Cabinet.

Adopted: August 27, 2001
Revised: March 9, 2009
Revised: December 10, 2018
Revised:

*White Bear Lake Area
School District #624 Policy 720*

720 VENDING MACHINES

1. PURPOSE

The purpose of this policy is to establish procedures to govern vending machines installed in school facilities in the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to contract for, supervise, maintain and account for the proceeds from vending machines located in school facilities in a manner that is fair, that maximizes the revenues from those machines, that allows those revenues to be included in the budget of the facility in which they are generated, and that establishes controls to avoid fraud, theft or the appearance of impropriety.

III. AUTHORIZATION

Automatic vending machines for the dispensing of food, beverages or other approved items are authorized in any school facility in the school district provided that all contracts for such vending machines must be approved by the superintendent or School Board as required by Minn. Stat. § 123B.52.

IV. SUPERVISION, APPROVAL, LOCATION

- A. All vending machines shall be under the supervision of the school principal or other person in charge of the location in which the machine is located. That administrator shall be responsible to supervise the machine in compliance with this policy and any applicable laws.
- B. The items to be dispensed from a vending machine located in a school facility shall be approved by the principal or other person in charge. All food, beverages or other items approved shall be appropriate to the school setting. Machines dispensing cigarettes or tobacco products are not authorized under any circumstances. In the event a written complaint is filed with the superintendent regarding the approval or disapproval of any item, the School Board, after proper review, shall make the final determination.
- C. Vending machines may be approved that will dispense items only during certain hours, through the use of timers or otherwise. Vending machines should not be

operated in competition with the school cafeteria or food service. The machine supervisor (as designated above) may regulate the hours of operation of any machine.

- D. Vending machines shall be located to meet any applicable building, fire or life/safety codes and to provide convenience of operation, accessibility and ease of maintenance. The principal or other person in charge of the facility shall review the location of each machine with appropriate maintenance and food service staff.

V. CONTRACT APPROVAL

- A. All contracts for the purchase or rental of vending machines shall be considered by the superintendent on a district-wide basis.
- B. The contracting process shall be conducted in compliance with the Minn. Stat. § 123B.52. A copy of this policy shall be included in any specifications or request for proposals or quotations. A record shall be kept of all bids or quotations received with the names, amounts, and successful bidder indicated. All bids and quotations shall be kept on file as a public record for a period of at least one year after their receipt.
- C. Any bid~~s~~ or quotation must specify all commissions to be paid from the machine and any other non-commission amounts to be paid as a result of the award of the contract. The non-commission amounts include, but are not limited to, cash payments, in-kind payments, equipment donations, scholarship contributions, bonus payments, or other payments or contributions of any kind or nature. The non-commission amounts shall be reduced to a cash equivalency and shall be specified on the bid or quotation as an additional amount to be paid for the award of the contract.
- D. If a contract contains a provision allowing exclusivity, such as all machines in the building carrying only a certain manufacturer's brand of beverage, that provision must be reviewed by the administration prior to requesting bids or quotations to ensure that it does not conflict with other contracts of the school district.
- E. All contracts for vending machines must be approved by the School Board. Any contract not made in compliance with this policy shall be void. Any district employee signing an unauthorized contract may be subject to personal liability thereon and may be disciplined for said action.
- F. All vending machines are to be installed at the expense of the facility in which **it is** located. All financial responsibility for the maintenance and repair of machines shall remain with the individual facility in which located to the extent not addressed in the contract.

- G. No teacher, administrator, school district employee or School Board member shall be interested, directly or indirectly, in a vending machine contract with the school district or personally benefit financially therefrom.

VI. ACCOUNTING

- A. Proceeds from vending machine sales and contracts shall be under the control of the School Board, shall be accounted for in one of the regular school district funds, and must be accounted for and reported in compliance with UFARS.
- B. An amount equal to the amount of the proceeds from the machines in each facility shall be included in the budget of the facility in which the proceeds are generated. That amount may be expended in accordance with established expenditure procedures.
- C. Pursuant to the vending machine contract or otherwise, proper auditing and inventory control procedures shall be established to ensure that commissions are being correctly calculated and paid. District-wide periodic reviews shall be conducted with the vending company.

Legal References: Minn. Stat. § 123B.52 (Contracts)
Minn. Stat. § 123B.20 (Dealing in Supplies)
Minn. Stat. § 471.345 (Contracts)
Minn. Stat. § 471.87 (Conflict of Interest)

Cross References: WBLASB Policy 210 (Conflict of Interest--School Board Members)
WBLASB Policy 702 (Accounting)