

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
MEETING PACKET**

May 9, 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: May 4, 2022

A meeting of the White Bear Lake Area School Board will be held on **Monday, May 9, 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

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. Recognize Student Liaisons to the School Board
3. Superintendent's Report

D. DISCUSSION ITEMS

1. First Reading of School Board Policies:
 - a. Policy 418, Drug-Free and Alcohol-Free Workplace/Drug-Free and Alcohol-Free School,
 - b. Policy 420, Students and Employees with Communicable or Infectious Diseases,
 - c. Policy 509, Enrollment of Nonresident Students
 - d. Policy 612.1, Development of Parent and Family Engagement Policies for Title I Programs,
 - e. Policy 649, Early Admission into Kindergarten,
 - f. Policy 701, Establishment and Adoption of School District Budget,
 - g. Policy 702, Accounting,
 - h. Policy 732, Credit Card UsageThe policies listed above will be on the June 13, 2022 or subsequent agenda for a second reading.

E. OPERATIONAL ITEMS

1. Action on Tentative Agreement 2021-23 Contract with IUOE Local Unit #70 Transportation Unit
2. Action on Tentative Agreement 2021-23 Contract with IUOE Local Unit #70 Custodial Unit
3. Action on Resolution Providing that School Board General Elections Held After 2021 Shall Be Held in the Even-Numbered Years; Establishing a Transition Plan
4. Action on Bid for SC Phase 2 Security Package
5. Action on 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

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **May 9, 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

RECOMMENDED ACTION:

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

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **May 9, 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, April 11, 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: Ellison, Newmaster, Streiff Oji, Thompson, Arcand. Absent: Daniels, Beloyed.
Ex-Officio: Dr. Wayne Kazmierczak.
3. Pledge of Allegiance.
4. Newmaster moved and Arcand seconded to approve the agenda as presented.
Voice vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand. Nays, none. Motion carried.
5. Thompson moved and Streiff Oji seconded to approve the consent agenda consisting of:
 - a) Minutes for regular Board meeting on March 14, 2022, and March 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

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 – CLASSIFIED STAFF**

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

CASSANDRA TELAE – Music Teacher - Central Middle School
Employed by District 624 since 08/19/2019
Effective Date: 06/13/2022

JESSICA JONES – Art Teacher - WBLAHS- North Campus
Employed by District 624 since 08/30/2021
Effective Date: 06/13/2022

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

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

XAI THAO – 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**

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

Roll call vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand. Nays, none. Motion carried.

B. PUBLIC FORUM - Rebekah Bradfield

C. INFORMATION ITEMS

1. Student Recognition - Participants in the Girls' State Basketball Tournament Class 4AAA, Boys' State Wrestling Tournament participants, and Scholastic Art Award winners were recognized and congratulated by Dr. Kazmierczak.
2. Superintendent's Report - Bemnet Tessema, Student Liaison, spoke about Girls Softball and Boys Baseball games, Prom Tickets sales, the High School Food Drive, and Senior T-shirts sales. Dr. Kazmierczak spoke about the 2021

Graduation rate, April recognitions, 2022 Minnesota Teacher of the Year finalist Kendall Gonzalez, and Kindergarten Enrollment. He finished by speaking about the Middle School Superintendent's Student Advisory tour of the North Campus construction site, the Middle School Musical, and Coffee with Dr. K.

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; and i) Policy 712, Video Surveillance Other Than on Buses. The policies listed above will be on the May 9, 2022 or subsequent agenda for a second reading.

E. OPERATIONAL ITEMS

1. Streiff Oji moved and Newmaster seconded to approve the action on Bids for ALC Phase 2 in the amount of \$351,632. **Roll call vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand. Nays, none. Motion carried.**
2. Thompson moved and Newmaster seconded to approve the action on the Tentative Agreement 2021-23 FY with White Bear Lake School Nutrition Association. **Roll call vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand. Nays, none. Motion carried.**
3. Arcand moved and Streiff Oji seconded to approve the action on Resolution for Withdrawal from Equity Alliance MN. **Voice vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand. Nays, none. Motion carried.**
4. Thompson moved and Arcand seconded to approve the 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; and j) Policy 720, Vending Machines. **Voice vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand. Nays, none. Motion carried.**

F. BOARD FORUM

- G. ADJOURNMENT** - Arcand moved and Streiff Oji seconded to adjourn the meeting at 5:55 p.m. **Voice vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand. 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, April 25, 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: Arcand, Beloyed, Daniels, Ellison, Newmaster, Streiff Oji.
Absent: Thompson.

B. DISCUSSION ITEMS

1. Nutrition Services Update - Bridget Lehn, Director of Nutrition Services, and Tim Wald, Assistant Superintendent for Finance and Operations gave an update on Nutrition Services.
2. Preliminary Discussion Regarding Cooperative Girls Hockey Program - Brian Peloquin, Director of Student Activities, and Matt St. Martin, Assistant Director of Student Activities led a discussion about a potential partnership between White Bear Lake Area Schools and Mahtomedi Public Schools for girls hockey.
3. Technology Update - Steve Asper, Director of Technology and Innovation provided an update on recent cyber protection precautions, an overview of the new Student Information System (SIS) transition, summer plans for the department, and Emergency Connectivity Funding from the FCC.
4. Summer Learning Programs Update - Tim Maurer, Director of Community Services and Recreation, Darcy Rodriguez, Coordinator of Early Childhood, Nicole Oswald, Coordinator of Out of School Time Programs, and Miles Webb, Educational Equity Specialist provided an update on Summer Learning Programs being offered and operated through Community Services & Recreation.
5. School Board Member Elections - Dr. Wayne Kazmierczak, Superintendent and Tim Maurer, Director of Community Services and Recreation led a discussion about making the change from odd year to even year school board elections.

C. OPERATIONAL ITEMS

1. Streiff Oji moved and Daniels seconded to approve the action on the termination of the East Metro Integration District 6067 (dba "Equity Alliance MN") Joint Powers Agreement. **Voice vote: Ayes, Arcand, Beloyed, Daniels, Ellison, Newmaster, Streiff Oji. Nays, none. Motion carried.**
2. Arcand moved and Beloyed seconded to approve the adoption of Resolution to Amend the Joint Powers Agreement Governing the East Metro Integration District 6067 (dba "Equity Alliance MN"). **Roll call vote: Ayes, Arcand, Beloyed, Daniels, Ellison, Newmaster, Streiff Oji. Nays, none. Motion carried.**

D. ADJOURNMENT - Arcand moved and Daniels seconded to adjourn the meeting at 7:37 p.m. ***Voice vote: Ayes, Arcand, Beloyed, Daniels, Ellison, Newmaster, Streiff Oji. Nays, none. Motion carried.***

Submitted by: Marge Newmaster, acting clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **May 9, 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 - April 2022**

		<u>4/15/2022</u>	<u>4/29/2022</u>
Direct Deposit	639589-641053	2,173,365.91	
Direct Deposit	641054-642550		2,252,407.81

CHECK NUMBER	VENDOR	CHECK AMOUNT	CHECK DATE	CHECK TYPE
122249	SANKEY, MATTHEW W.	(\$154.00)	4/5/2022	V
123078	EAST RIDGE HIGH SCHOOL	(\$125.00)	4/19/2022	V
123263	STAY TUNED PIANO SERVICES	(\$851.74)	4/13/2022	V
123305	MEDIA TEMPLE INC	\$75.00	4/5/2022	R
123306	XCEL ENERGY	\$271,471.38	4/5/2022	R
123307	GREATER TWIN CITIES UNITED WAY	\$130.00	4/5/2022	R
123308	IUOE LOCAL 70	\$1,557.05	4/5/2022	R
123309	SCHOOL SERVICE EMPLOYEES	\$0.00	4/5/2022	C
123310	SCHOOL SERVICE EMPLOYEES	\$7,810.43	4/5/2022	R
123311	WBLA EDUCATIONAL FOUNDATION	\$504.00	4/5/2022	R
123312	GURSTEL CHARGO ATTORNEYS AT LAW	\$208.31	4/5/2022	R
123313	MESSERLI & KRAMER PA	\$103.05	4/5/2022	R
123314	A+ DRIVING SCHOOL	\$18,310.00	4/12/2022	R
123315	A-1 HYDRAULIC SALES & SERVICE INC	\$28.07	4/12/2022	R
123315	A-1 HYDRAULIC SALES & SERVICE INC	(\$28.07)	4/26/2022	V
123316	ACCLAIM SERVICES INC	\$596.50	4/12/2022	R
123317	ACER AMERICA CORP	\$1,009.70	4/12/2022	R
123318	AGL CONSULTING	\$3,390.00	4/12/2022	R
123319	AGPARTS WORLDWIDE INC	\$4,497.50	4/12/2022	R
123320	AK MATERIAL HANDLING SYSTEMS INC	\$1,017.36	4/12/2022	R
123321	ALL STATE COMMUNICATIONS	\$75,420.10	4/12/2022	R
123322	ALLIANCE PARTS TRUCK AND TRAILER	\$479.94	4/12/2022	R
123323	ALLIED 100 LLC	\$3,207.67	4/12/2022	R
123324	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123325	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123326	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123327	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123328	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123329	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123330	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123331	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123332	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123333	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123334	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123335	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123336	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123337	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123338	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123339	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123340	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123341	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123342	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123343	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123344	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123345	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C

123346	AMAZON CAPITAL SERVICES	\$0.00	4/12/2022	C
123347	AMAZON CAPITAL SERVICES	\$13,071.75	4/12/2022	R
123348	AMERICAN MESSAGING SERVICES	\$13.67	4/12/2022	R
123349	AMERICAN STRUCTURAL METALS INC	\$815,758.35	4/12/2022	R
123350	AMPLIFY EDUCATION INC	\$52,920.00	4/12/2022	R
123351	ANDERSON, PATRICIA M.	\$103.28	4/12/2022	R
123352	ARAMARK UNIFORM SERVICES	\$347.39	4/12/2022	R
123353	ARCADE ASPHALT CO	\$7,000.00	4/12/2022	R
123354	ARNOLD, RITA	\$188.80	4/12/2022	R
123355	ASL INTERPRETING SERVICES INC	\$264.00	4/12/2022	R
123356	ASTLEFORD INTL MINNEAPOLIS	\$502.05	4/12/2022	R
123357	ATC GROUP SERVICES LLC	\$1,808.75	4/12/2022	R
123358	AUTISM PRODUCTS	\$179.00	4/12/2022	R
123359	BADGER DAYLIGHTING CORP	\$2,074.80	4/12/2022	R
123360	BENSON, SYLVIA	\$226.95	4/12/2022	R
123361	BEST BUY BUSINESS ADVANTAGE ACCT	\$1,259.99	4/12/2022	R
123362	BEVSO	\$0.00	4/12/2022	C
123363	BEVSO	\$0.00	4/12/2022	C
123364	BEVSO	\$25,386.06	4/12/2022	R
123365	BLADE, JULIE M.	\$433.87	4/12/2022	R
123366	BLICK ART MATERIALS	\$2,487.61	4/12/2022	R
123367	BONSE, LINDA M.	\$126.00	4/12/2022	R
123368	BOWMAN, JANET	\$26.40	4/12/2022	R
123369	BRETH-ZENZEN FIRE PROTECTION LLC	\$2,422.50	4/12/2022	R
123370	BSN SPORTS, LLC	\$3,423.00	4/12/2022	R
123371	BURCH, JOHN C.	\$12.00	4/12/2022	R
123372	CAMBRIDGE-ISANTI HIGH SCHOOL	\$30.00	4/12/2022	R
123373	FRATTALLON'S HW AND GARDEN (DO NOT USE)	\$0.00	4/12/2022	C
123374	FRATTALLON'S HW AND GARDEN (DO NOT USE)	\$0.00	4/12/2022	C
123375	FRATTALLON'S HW AND GARDEN (DO NOT USE)	\$289.16	4/12/2022	R
123376	CARDINAL, KATHLEEN T.	\$424.58	4/12/2022	R
123377	CENTURY COLLEGE	\$40.00	4/12/2022	R
123378	CHOUANARD, JANICE	\$90.74	4/12/2022	R
123379	CINTAS CORP #470	\$122.51	4/12/2022	R
123380	CITY OF WEST ST PAUL	\$637.50	4/12/2022	R
123381	CITY OF WHITE BEAR LAKE	\$4,162.01	4/12/2022	R
123382	COMCAST	\$1,875.05	4/12/2022	R
123383	COMMERCIAL KITCHEN SERVICES	\$2,000.00	4/12/2022	R
123384	COMMERCIAL DRYWALL INC	\$452,141.10	4/12/2022	R
123385	COMMITTEE FOR CHILDREN	\$3,168.00	4/12/2022	R
123386	CONTINENTAL CLAY CO	\$602.31	4/12/2022	R
123387	CONTINENTAL RESEARCH CORP	\$244.70	4/12/2022	R
123388	CRAFT, PATRICIA S.	\$28.80	4/12/2022	R
123389	CROSTOWN MASONRY INC	\$17,100.00	4/12/2022	R
123390	CULINEX	\$533.01	4/12/2022	R
123391	CUMMINS SALES AND SERVICE	\$4,753.44	4/12/2022	R
123392	DALCO CORPORATION	\$0.00	4/12/2022	C

123393 DALCO CORPORATION	\$0.00	4/12/2022	C
123394 DALCO CORPORATION	\$0.00	4/12/2022	C
123395 DALCO CORPORATION	\$0.00	4/12/2022	C
123396 DALCO CORPORATION	\$13,948.78	4/12/2022	R
123397 DAVIS MECHANICAL SYSTEMS INC	\$46,645.00	4/12/2022	R
123398 DECKER INC	\$161.28	4/12/2022	R
123399 DEJARLAIS, MARILYN	\$158.10	4/12/2022	R
123400 DELEGARD TOOL COMPANY	\$94.39	4/12/2022	R
123401 DELGADO, AFTON	\$150.00	4/12/2022	R
123402 DELLWOOD COUNTRY CLUB	\$3,642.10	4/12/2022	R
123403 DEMCO INC	\$318.02	4/12/2022	R
123404 DIONNE, VINCENT	\$200.00	4/12/2022	R
123405 DISCOUNT SCHOOL SUPPLY	\$319.28	4/12/2022	R
123406 DOFFING, SHARON K.	\$51.00	4/12/2022	R
123407 DOMEIER, MARILYN	\$31.88	4/12/2022	R
123408 DOUGLAS, SANDRA L.	\$475.00	4/12/2022	R
123409 DEFINITIVE TECHNOLOGY SOLUTIONS	\$390.00	4/12/2022	R
123410 EAGAN PARKS & RECREATION - CB GROUPS	\$500.00	4/12/2022	R
123411 EAGLE BROOK CHURCH	\$9,250.38	4/12/2022	R
123412 EBERT INC	\$26,533.50	4/12/2022	R
123413 ECCO MIDWEST INC	\$3,750.00	4/12/2022	R
123414 ECKROTH MUSIC	\$0.00	4/12/2022	C
123415 ECKROTH MUSIC	\$1,391.64	4/12/2022	R
123416 EISENHUTH, JEANNE	\$29.75	4/12/2022	R
123417 ENGSTRAN, CLAUDIA	\$67.15	4/12/2022	R
123418 ENVIROBATE INC	\$82,026.43	4/12/2022	R
123419 FESTIVAL FOODS-KNOWLAN'S	\$0.00	4/12/2022	C
123420 FESTIVAL FOODS-KNOWLAN'S	\$0.00	4/12/2022	C
123421 FESTIVAL FOODS-KNOWLAN'S	\$0.00	4/12/2022	C
123422 FESTIVAL FOODS-KNOWLAN'S	\$724.49	4/12/2022	R
123423 FLINN SCIENTIFIC INC	\$134.50	4/12/2022	R
123424 FOREST PRODUCTS INC	\$674.80	4/12/2022	R
123425 FUN EXPRESS LLC	\$586.87	4/12/2022	R
123426 GAMETIME PLAYCORE CO	\$988.38	4/12/2022	R
123427 GARVEY, PATRICIA	\$127.08	4/12/2022	R
123428 GIPPER MEDIA INC	\$147.26	4/12/2022	R
123429 GRAINGER	\$0.00	4/12/2022	C
123430 GRAINGER	\$2,227.01	4/12/2022	R
123431 GRANDMA'S BAKERY INC	\$149.60	4/12/2022	R
123432 GREATAMERICA FINANCIAL SERVICES	\$334.85	4/12/2022	R
123433 GROTH MUSIC CO	\$64.00	4/12/2022	R
123434 HAAG, LOIS	\$72.80	4/12/2022	R
123435 HABERMAN, PETER	\$250.00	4/12/2022	R
123436 HALF-PINT KIDS INC	\$316.80	4/12/2022	R
123437 HAMER, BETH	\$73.10	4/12/2022	R
123438 HANDLIN, BEATRICE R.	\$150.00	4/12/2022	R
123439 HOENIGSCHMIDT, KAYLEA	\$750.00	4/12/2022	R

123440	HOFFMAN, JOAN K.	\$73.40	4/12/2022	R
123441	HOGLUND BUS COMPANY	\$0.00	4/12/2022	C
123442	HOGLUND BUS COMPANY	\$303.27	4/12/2022	R
123443	HOLMIN, CLEO A.	\$84.15	4/12/2022	R
123444	HOUGHTON MIFFLIN HARCOURT	\$100.17	4/12/2022	R
123445	HOUSE OF PRINT	\$12,633.95	4/12/2022	R
123446	HUBBARD, MICHELLE K.	\$79.20	4/12/2022	R
123447	HUMANEX VENTURES	\$6,800.00	4/12/2022	R
123448	HUMANWARE USA	\$204.00	4/12/2022	R
123449	IFD	\$0.00	4/12/2022	C
123450	IFD	\$0.00	4/12/2022	C
123451	IFD	\$0.00	4/12/2022	C
123452	IFD	\$0.00	4/12/2022	C
123453	IFD	\$167,374.98	4/12/2022	R
123454	IMAGE BUILDERS	\$4,347.80	4/12/2022	R
123455	INDIAN HILLS GOLF CLUB	\$554.05	4/12/2022	R
123456	INNOVATIVE OFFICE SOLUTIONS	\$0.00	4/12/2022	C
123457	INNOVATIVE OFFICE SOLUTIONS	\$524.91	4/12/2022	R
123458	INSTRUMENTALIST AWARDS	\$124.00	4/12/2022	R
123459	INTERMIX BEVERAGE	\$1,168.57	4/12/2022	R
123460	J AND B AMERICAN STEEL	\$16,931.47	4/12/2022	R
123461	JENSEN, ETOILE W.	\$60.80	4/12/2022	R
123462	JOHN FOLEY MASONRY INC	\$537,940.55	4/12/2022	R
123463	JOSTENS INC	\$858.00	4/12/2022	R
123464	JW PEPPER & SON INC	\$0.00	4/12/2022	C
123465	JW PEPPER & SON INC	\$464.96	4/12/2022	R
123466	KAMISH EXCAVATING INC	\$17,955.00	4/12/2022	R
123467	KATH FUEL OIL SERVICE CO	\$17,826.88	4/12/2022	R
123468	KELLEHER CONSTRUCTION INC	\$4,502.05	4/12/2022	R
123469	KEYSTONE INTERPRETING SOLUTIONS	\$156.20	4/12/2022	R
123470	KIEFER USA	\$202,112.50	4/12/2022	R
123471	KIMBALL MIDWEST	\$1,488.68	4/12/2022	R
123472	KIRVIDA, KARISSA A.	\$153.45	4/12/2022	R
123473	KOCH MECHANICAL LLC	\$3,952.00	4/12/2022	R
123474	KOREEN, GLORIA	\$146.20	4/12/2022	R
123475	KRAFT MECHANICAL LLC	\$1,125.36	4/12/2022	R
123476	KRAUS ANDERSON CONSTRUCTION CO	\$0.00	4/12/2022	C
123477	KRAUS ANDERSON CONSTRUCTION CO	\$741,358.90	4/12/2022	R
123478	KULLY SUPPLY COMPANY	\$1,087.16	4/12/2022	R
123479	LAINE, CECILE	\$15.00	4/12/2022	R
123480	LALIBERTE, ELAINE	\$21.68	4/12/2022	R
123481	LANGUAGE LINE SERVICES	\$715.43	4/12/2022	R
123482	LARA, SUMMER	\$300.00	4/12/2022	R
123483	LARSON, MARY I.	\$16.88	4/12/2022	R
123484	LEBENS OLD TOWN MARKET, LLC	\$40.00	4/12/2022	R
123485	LEUTGEB, VIRGINIA (GINNY)	\$119.60	4/12/2022	R
123486	LITCH, KARLA K.	\$174.00	4/12/2022	R

123487 LLOYD'S CONSTRUCTION SERVICES INC	\$610.00	4/12/2022	R
123488 LOCKMAN, MARY C.	\$52.80	4/12/2022	R
123489 LONG, MARTY D.	\$153.72	4/12/2022	R
123490 LUNDGREN, JOANNE M.	\$117.73	4/12/2022	R
123491 MAC RUNNEL, MINDY L.	\$483.01	4/12/2022	R
123492 MACKIN EDUCATIONAL RESOURCES	\$444.42	4/12/2022	R
123493 MAHTOMEDI COMMUNITY EDUCATION	\$550.00	4/12/2022	R
123494 MAIJALA, GRACE K.	\$150.00	4/12/2022	R
123495 MARCO TECHNOLOGIES LLC	\$2,973.83	4/12/2022	R
123496 MARCO TECHNOLOGIES LLC	\$653.51	4/12/2022	R
123497 MN ASSOC OF SCH BUSINESS OFFICIALS	\$400.00	4/12/2022	R
123498 MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	\$160.00	4/12/2022	R
123499 MCDONOUGH'S WATERJETTING AND DRAIN CLEANING	\$3,172.98	4/12/2022	R
123500 METRO ECSU	\$315.00	4/12/2022	R
123501 METROPOLITAN TRANSPORTATION NETWORK	\$54,240.03	4/12/2022	R
123502 MID CITY SERVICES - INDUSTRIAL LAUNDRY	\$0.00	4/12/2022	C
123503 MID CITY SERVICES - INDUSTRIAL LAUNDRY	\$0.00	4/12/2022	C
123504 MID CITY SERVICES - INDUSTRIAL LAUNDRY	\$2,508.70	4/12/2022	R
123505 MID MINNESOTA STORAGE	\$5,670.00	4/12/2022	R
123506 MILLIGAN, THERESA	\$278.38	4/12/2022	R
123507 MN CLAY	\$110.38	4/12/2022	R
123508 MN DEPT OF LABOR & INDUSTRY	\$400.00	4/12/2022	R
123509 MN HISTORICAL SOCIETY	\$254.76	4/12/2022	R
123510 MN POLLUTION CONTROL AGENCY	\$25.00	4/12/2022	R
123511 MN ZOO	\$356.00	4/12/2022	R
123512 MOBILE RADIO ENGINEERING INC	\$79.58	4/12/2022	R
123513 MORITZ, CLAIRE S.	\$1,642.80	4/12/2022	R
123514 MOUNDS VIEW HIGH SCHOOL	\$110.00	4/12/2022	R
123515 MRI SOFTWARE LLC	\$326.00	4/12/2022	R
123516 MURPHY WINDOW AND DOOR COMMERCIAL INC	\$260,207.66	4/12/2022	R
123517 MUSKA ELECTRIC COMPANIES	\$496,473.66	4/12/2022	R
123518 NAC MECHANICAL & ELECTRICAL SERV	\$8,550.00	4/12/2022	R
123519 NASSEFF MECHANICAL CONTRACTORS INC	\$73,572.75	4/12/2022	R
123520 NCS PEARSON INC	\$152.50	4/12/2022	R
123521 NEHRING, WAYNE E.	\$15.00	4/12/2022	R
123522 NEWTRAX	\$7,102.80	4/12/2022	R
123523 NINJA ANYWHERE LLC	\$2,500.00	4/12/2022	R
123524 NORCENTRONIX DISTRIBUTING	\$55.00	4/12/2022	R
123525 NORTH CENTRAL BLUE BIRD BUS SALES	\$0.00	4/12/2022	C
123526 NORTH CENTRAL BLUE BIRD BUS SALES	\$3,122.10	4/12/2022	R
123527 NORTHBOUND CREATIVE	\$800.00	4/12/2022	R
123528 NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$88,869.02	4/12/2022	R
123529 O'NEIL, LOIS	\$31.40	4/12/2022	R
123530 O'REILLY AUTOMOTIVE INC	\$63.14	4/12/2022	R
123531 OLSON, SUZANNE K.	\$124.95	4/12/2022	R
123532 OXYGEN SERVICE COMPANY INC	\$31.25	4/12/2022	R
123533 PALOS SPORTS INC(GO TO SCHOOL HEALTH)	\$273.90	4/12/2022	R

123534 PAN-O-GOLD	\$0.00	4/12/2022	C
123535 PAN-O-GOLD	\$5,152.24	4/12/2022	R
123536 PAULSON, THOMAS M.	\$455.33	4/12/2022	R
123537 PEQUOT LAKES HIGH SCHOOL	\$225.00	4/12/2022	R
123538 PETERSON COMPANIES INC	\$27,887.65	4/12/2022	R
123539 PHASOR ELECTRIC COMPANY	\$13,775.00	4/12/2022	R
123540 PINNACLE WALL SYSTEMS INC	\$197,220.00	4/12/2022	R
123541 PIONEER MIDWEST	\$2,250.00	4/12/2022	R
123542 WALSER POLAR CHEVROLET	\$99.75	4/12/2022	R
123543 POPE, WILLIAM C.	\$25.00	4/12/2022	R
123544 PRESS PUBLICATIONS	\$838.82	4/12/2022	R
123545 QUISTAD, IDA	\$87.55	4/12/2022	R
123546 R & R SPECIALTIES INC	\$60.00	4/12/2022	R
123547 RAMSEY COUNTY	\$0.00	4/12/2022	C
123548 RAMSEY COUNTY	\$0.00	4/12/2022	C
123549 RAMSEY COUNTY	\$0.00	4/12/2022	C
123550 RAMSEY COUNTY	\$0.00	4/12/2022	C
123551 RAMSEY COUNTY	\$0.00	4/12/2022	C
123552 RAMSEY COUNTY	\$0.00	4/12/2022	C
123553 RAMSEY COUNTY	\$0.00	4/12/2022	C
123554 RAMSEY COUNTY	\$25,142.84	4/12/2022	R
123555 RAMSEY EXCAVATING COMPANY	\$42,681.90	4/12/2022	R
123556 READ NATURALLY INC	\$146.20	4/12/2022	R
123557 RED CEDAR STEEL ERECTORS INC	\$436,254.25	4/12/2022	R
123558 REGION 4AA	\$100.00	4/12/2022	R
123559 REGION 4AA	\$46,930.00	4/12/2022	R
123560 REPUBLIC SERVICES #899	\$10,645.90	4/12/2022	R
123561 THE RETROFIT COMPANIES INC	\$275.80	4/12/2022	R
123562 RIFTON EQUIPMENT	\$360.00	4/12/2022	R
123563 RIVERSIDE INSIGHTS	\$143.00	4/12/2022	R
123564 ROETTGER, DEBRA	\$74.80	4/12/2022	R
123565 ROTTGER, DORIS	\$133.88	4/12/2022	R
123566 SAAFE LLC	\$16,525.25	4/12/2022	R
123567 SCENARIO LEARNING LLC	\$5,159.16	4/12/2022	R
123568 SCHMID, RITA	\$16.58	4/12/2022	R
123569 SCHOLASTIC	\$378.36	4/12/2022	R
123570 SCHOLASTIC, INC.	\$337.72	4/12/2022	R
123571 SCHOOL SPECIALTY LLC	\$595.35	4/12/2022	R
123572 SCHROEHER, JANE E.	\$270.00	4/12/2022	R
123573 SCOTT ELECTRIC	\$194.25	4/12/2022	R
123574 SIGNATION SIGN GROUP	\$685.00	4/12/2022	R
123575 SIMPLE WORDS BOOKS LLC	\$42.19	4/12/2022	R
123576 SKOW, KAREN L.	\$1,290.00	4/12/2022	R
123577 SMITLEY, SHARON L.	\$50.00	4/12/2022	R
123578 SOLIANT	\$21,670.01	4/12/2022	R
123579 SPURWINK SERVICES INC	\$500.00	4/12/2022	R
123580 STAFSHOLT, ANGELIKAH J.	\$13.60	4/12/2022	R

123581 STAPLES	\$0.00	4/12/2022	C
123582 STAPLES	\$0.00	4/12/2022	C
123583 STAPLES	\$0.00	4/12/2022	C
123584 STAPLES	\$0.00	4/12/2022	C
123585 STAPLES	\$0.00	4/12/2022	C
123586 STAPLES	\$1,006.64	4/12/2022	R
123587 STEVE WEISS MUSIC	\$622.95	4/12/2022	R
123588 STEVENS, DEBORAH	\$17.20	4/12/2022	R
123589 STIMULUS ATHLETIC LLC	\$224.00	4/12/2022	R
123590 STOUT, GAYLE E.	\$20.00	4/12/2022	R
123591 SUMMIT FIRE PROTECTION	\$505.00	4/12/2022	R
123592 SUPERSET TILE & STONE	\$11,400.00	4/12/2022	R
123593 SYNOVIA SOLUTIONS	\$1,551.40	4/12/2022	R
123594 TAMARACK NATURE CENTER	\$75.90	4/12/2022	R
123595 TEACHER SYNERGY LLC	\$17.99	4/12/2022	R
123596 TEKTON CONSTRUCTION COMPANY	\$65,560.35	4/12/2022	R
123597 THOMSEN, BETTY J.	\$168.90	4/12/2022	R
123598 TK ELEVATOR CORPORATION	\$4,098.32	4/12/2022	R
123599 TLUSTY, KRISTINA	\$100.00	4/12/2022	R
123600 TOTINO-GRACE HIGH SCHOOL	\$1,000.00	4/12/2022	R
123601 TR ENVIRONMENTAL CONSULTING LLC	\$335.00	4/12/2022	R
123602 TRADE PRESS INC	\$467.00	4/12/2022	R
123603 TRANSLANGUAGES, LLC	\$826.36	4/12/2022	R
123604 TREASURED TRANSPORTATION LLC	\$76,654.46	4/12/2022	R
123605 TRI-STATE BOBCAT	\$136.48	4/12/2022	R
123606 TRIO SUPPLY COMPANY	\$0.00	4/12/2022	C
123607 TRIO SUPPLY COMPANY	\$0.00	4/12/2022	C
123608 TRIO SUPPLY COMPANY	\$0.00	4/12/2022	C
123609 TRIO SUPPLY COMPANY	\$0.00	4/12/2022	C
123610 TRIO SUPPLY COMPANY	\$0.00	4/12/2022	C
123611 TRIO SUPPLY COMPANY	\$0.00	4/12/2022	C
123612 TRIO SUPPLY COMPANY	\$10,067.35	4/12/2022	R
123613 TWIN CITY JANITOR SUPPLY CO	\$1,051.50	4/12/2022	R
123614 TWIN CITIES TRANSPORT & RECOVERY INC	\$250.00	4/12/2022	R
123615 TWIN CITY TRANSPORTATION INC	\$101,559.04	4/12/2022	R
123616 TWIN CITY HARDWARE COMPANY INC	\$13,471.54	4/12/2022	R
123617 TWIN PINES IMPRINTING	\$1,024.83	4/12/2022	R
123618 ULINE	\$311.00	4/12/2022	R
123619 ULTRA CONCRETE LLC	\$246,569.94	4/12/2022	R
123620 US FOODS CULINARY EQUIP & SUPPLIES	\$151.77	4/12/2022	R
123621 VALLEYFAIR GROUP SALES	\$780.00	4/12/2022	R
123622 VANG, STEPHANIE	\$280.00	4/12/2022	R
123623 VERIZON WIRELESS	\$1,198.45	4/12/2022	R
123624 VIKING ELECTRIC SUPPLY	\$885.06	4/12/2022	R
123625 WHITE BEAR CENTER FOR THE ARTS	\$6,435.00	4/12/2022	R
123626 WHITE BEAR GLASS INC	\$1,430.00	4/12/2022	R
123627 WHITE BEAR TOWNSHIP	\$5,359.95	4/12/2022	R

123628	WHITE BEAR LAKE ROTARY CLUB	\$242.00	4/12/2022	R
123629	WBLHS BOYS BASKETBALL BOOSTERS INC	\$4,000.00	4/12/2022	R
123630	WEIDNER PLUMBING & HEATING CO	\$693,500.00	4/12/2022	R
123631	WEISS, ANNE E.	\$18.40	4/12/2022	R
123632	WELLS CONCRETE PRODUCTS CO	\$570,703.19	4/12/2022	R
123633	WEST MUSIC COMPANY	\$1,618.29	4/12/2022	R
123634	WHITE BEAR LAKE MUSIC BOOSTERS	\$2,000.00	4/12/2022	R
123635	WINDSTREAM	\$1,953.18	4/12/2022	R
123636	WINNICK SUPPLY	\$122.78	4/12/2022	R
123637	WOLD ARCHITECTS AND ENGINEERS	\$0.00	4/12/2022	C
123638	WOLD ARCHITECTS AND ENGINEERS	\$0.00	4/12/2022	C
123639	WOLD ARCHITECTS AND ENGINEERS	\$215,965.71	4/12/2022	R
123640	WOODBURY ATHLETIC ASSOCIATION	\$2,083.00	4/12/2022	R
123641	XCEL ENERGY	\$142,895.09	4/12/2022	R
123642	YOUTH ENRICHMENT LEAGUE	\$1,870.00	4/12/2022	R
123643	GURSTEL CHARGO ATTORNEYS AT LAW	\$336.51	4/19/2022	R
123644	MESSERLI & KRAMER PA	\$458.24	4/19/2022	R
123645	GREATER TWIN CITIES UNITED WAY	\$130.00	4/19/2022	R
123646	IUOE LOCAL 70	\$1,622.05	4/19/2022	R
123647	SCHOOL SERVICE EMPLOYEES	\$0.00	4/19/2022	C
123648	SCHOOL SERVICE EMPLOYEES	\$7,682.02	4/19/2022	R
123649	WBLA EDUCATIONAL FOUNDATION	\$504.00	4/19/2022	R
123650	ACCLAIM SERVICES INC	\$652.00	4/25/2022	R
123651	AI TECHNOLOGIES LLC	\$11,220.00	4/25/2022	R
123652	AIM ELECTRONICS INC	\$117,588.00	4/25/2022	R
123653	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123654	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123655	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123656	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123657	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123658	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123659	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123660	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123661	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123662	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123663	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123664	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123665	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123666	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123667	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123668	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123669	AMAZON CAPITAL SERVICES	\$0.00	4/25/2022	C
123670	AMAZON CAPITAL SERVICES	\$10,313.96	4/25/2022	R
123671	AMERICAN ENGINEERING TESTING	\$9,675.00	4/25/2022	R
123672	AMERICAN SCHOOL FOR THE DEAF	\$750.00	4/25/2022	R
123673	ANCHOR SOLAR INVESTMENTS LLC	\$2,176.63	4/25/2022	R
123674	APPLE COMPUTER INC	\$449.00	4/25/2022	R

123675	ARAMARK UNIFORM SERVICES	\$300.39	4/25/2022	R
123676	ARCH LANGUAGE NETWORK	\$360.00	4/25/2022	R
123677	ARNDT, ERIKA M.	\$50.00	4/25/2022	R
123678	ASL INTERPRETING SERVICES INC	\$132.00	4/25/2022	R
123679	ASSOC OF RECOVERY SCHOOLS	\$300.00	4/25/2022	R
123680	BARTHOLD	\$535.90	4/25/2022	R
123681	BATTERIES PLUS BULBS	\$27.53	4/25/2022	R
123682	BECK, COURTNEY K.	\$150.00	4/25/2022	R
123683	BEMIDJI REGIONAL INTERDIST. COUNCIL	\$175.00	4/25/2022	R
123684	BENCHMARK EDUCATION COMPANY	\$5,595.00	4/25/2022	R
123685	BILL WEIGEL SIGNS	\$350.00	4/25/2022	R
123686	BLICK ART MATERIALS	\$74.88	4/25/2022	R
123687	BLUE CROSS / BLUE SHIELD OF MN	\$10,374.00	4/25/2022	R
123688	BOLDT, JAMES R.	\$50.00	4/25/2022	R
123689	BOLDT, MARY C.	\$50.00	4/25/2022	R
123690	BONESTEEL, PAUL	\$83.00	4/25/2022	R
123691	BONINE, ROBERT A.	\$50.00	4/25/2022	R
123692	BOWMAN, DON	\$75.00	4/25/2022	R
123693	BRAUN INTERTEC CORPORATION	\$0.00	4/25/2022	C
123694	BRAUN INTERTEC CORPORATION	\$33,765.75	4/25/2022	R
123695	BSN SPORTS, LLC	\$0.00	4/25/2022	C
123696	BSN SPORTS, LLC	\$16,800.24	4/25/2022	R
123697	CANHAM, CRAIG	\$75.00	4/25/2022	R
123698	CAPITAL ONE TRADE CREDIT	\$0.00	4/25/2022	C
123699	CAPITAL ONE TRADE CREDIT	\$297.35	4/25/2022	R
123700	CARROT-TOP INDUSTRIES INC	\$228.31	4/25/2022	R
123701	CDW GOVERNMENT INC	\$163,486.14	4/25/2022	R
123702	CHAMPIONSHIP PRODUCTS UNLTD	\$1,418.00	4/25/2022	R
123703	CINTAS CORP #470	\$141.65	4/25/2022	R
123704	CITY OF VADNAIS HEIGHTS	\$2,064.24	4/25/2022	R
123705	CITY OF WHITE BEAR LAKE	\$1,184.08	4/25/2022	R
123706	CL BENSON CO INC	\$2,833.86	4/25/2022	R
123707	COMMERCIAL KITCHEN SERVICES	\$3,059.10	4/25/2022	R
123708	COMMITTEE FOR CHILDREN	\$29.00	4/25/2022	R
123709	COMO LUBE & SUPPLIES	\$296.11	4/25/2022	R
123710	CONSTANTINE DANCE CLASSES	\$1,008.00	4/25/2022	R
123711	CONTINENTAL RESEARCH CORP	\$833.91	4/25/2022	R
123712	COOPS SPORTSWEAR	\$785.00	4/25/2022	R
123713	CORNERSTONE OCCUPATIONAL HEALTH SPECIALISTS	\$0.00	4/25/2022	C
123714	CORNERSTONE OCCUPATIONAL HEALTH SPECIALISTS	\$513.00	4/25/2022	R
123715	CUB FOODS OF WHITE BEAR TWSHP	\$0.00	4/25/2022	C
123716	CUB FOODS OF WHITE BEAR TWSHP	\$0.00	4/25/2022	C
123717	CUB FOODS OF WHITE BEAR TWSHP	\$0.00	4/25/2022	C
123718	CUB FOODS OF WHITE BEAR TWSHP	\$1,270.12	4/25/2022	R
123719	CUSICK, REBECCA M.	\$300.00	4/25/2022	R
123720	DALCO CORPORATION	\$0.00	4/25/2022	C
123721	DALCO CORPORATION	\$0.00	4/25/2022	C

123722 DALCO CORPORATION	\$8,985.55	4/25/2022 R
123723 DECKER INC	\$622.37	4/25/2022 R
123724 DELLWOOD COUNTRY CLUB	\$945.10	4/25/2022 R
123725 DEMARC	\$11,500.00	4/25/2022 R
123726 DI BETTA, ERIN	\$805.00	4/25/2022 R
123727 DIVERSE CONSTRUCTION SERVICES LLC	\$61,275.00	4/25/2022 R
123728 DOMINOS PIZZA	\$0.00	4/25/2022 C
123729 DOMINOS PIZZA	\$1,523.86	4/25/2022 R
123730 DOOR SERVICE COMPANY	\$5,336.56	4/25/2022 R
123731 DEFINITIVE TECHNOLOGY SOLUTIONS	\$0.00	4/25/2022 C
123732 DEFINITIVE TECHNOLOGY SOLUTIONS	\$19,370.00	4/25/2022 R
123733 DUBOIS, RICHARD M.	\$141.00	4/25/2022 R
123734 EBERT INC	\$20,121.57	4/25/2022 R
123735 ECKROTH MUSIC	\$226.18	4/25/2022 R
123736 EDEN PRAIRIE HIGH SCHOOL	\$450.00	4/25/2022 R
123737 EDUCERE LLC	\$498.00	4/25/2022 R
123738 EESCO UNITED ELECTRIC	\$165.66	4/25/2022 R
123739 EHLERS	\$5,000.00	4/25/2022 R
123740 ENVISIO SOLUTIONS INC	\$15,000.00	4/25/2022 R
123741 EQUITY ALLIANCE MN	\$922.12	4/25/2022 R
123742 FESTIVAL FOODS-KNOWLAN'S	\$0.00	4/25/2022 C
123743 FESTIVAL FOODS-KNOWLAN'S	\$0.00	4/25/2022 C
123744 FESTIVAL FOODS-KNOWLAN'S	\$0.00	4/25/2022 C
123745 FESTIVAL FOODS-KNOWLAN'S	\$496.87	4/25/2022 R
123746 FIDELITY SECURITY LIFE INSURANCE CO	\$5,032.30	4/25/2022 R
123747 FIRST STUDENT INC	\$354,946.09	4/25/2022 R
123748 FISCHER, THOMAS	\$75.00	4/25/2022 R
123749 FLOWERS, CHRIS	\$64.00	4/25/2022 R
123750 FOLLETT CONTENT SOLUTIONS LLC	\$485.55	4/25/2022 R
123751 FUN EXPRESS LLC	\$270.27	4/25/2022 R
123752 GEIB, SCOTT	\$83.00	4/25/2022 R
123753 GENERAL SHEET METAL COMPANY LLC	\$115,865.45	4/25/2022 R
123754 GENERAL SPRINKLER CORPORATION	\$1,073.50	4/25/2022 R
123755 GERLEVE, KELLY	\$150.00	4/25/2022 R
123756 GRAEN, KATHLEEN M.	\$75.00	4/25/2022 R
123757 GRAINGER	\$0.00	4/25/2022 C
123758 GRAINGER	\$1,502.72	4/25/2022 R
123759 GRANDMA'S BAKERY INC	\$35.73	4/25/2022 R
123760 GRIMM, JUSTIN A.	\$83.00	4/25/2022 R
123761 GROUP MEDICAREBLUE RX	\$12,987.00	4/25/2022 R
123762 HA, THONG L.	\$450.00	4/25/2022 R
123763 HAGBERG, EDWARD	\$83.00	4/25/2022 R
123764 HALLBERG ENGINEERING INC	\$2,250.00	4/25/2022 R
123765 HALO TRANSPORTATION	\$17,956.14	4/25/2022 R
123766 HANSON, GENO	\$75.00	4/25/2022 R
123767 HAUPT, MARY	\$157.34	4/25/2022 R
123768 HEALTHPARTNERS	\$4,364.75	4/25/2022 R

123769 HEINEMANN	\$28.05	4/25/2022	R
123770 HICKS, DOUGLAS M.	\$50.00	4/25/2022	R
123771 HINES GERALD	\$50.00	4/25/2022	R
123772 HISDAHL INC	\$298.45	4/25/2022	R
123773 HMONG CULTURAL CENTER, INC	\$200.00	4/25/2022	R
123774 HOGLUND BUS COMPANY	\$89.03	4/25/2022	R
123775 HOLLENBACK & NELSON INC	\$117,782.90	4/25/2022	R
123776 IDEAL ENERGIES SOLAR LEASING LLC	\$6,915.15	4/25/2022	R
123777 INNOVATIVE OFFICE SOLUTIONS	\$0.00	4/25/2022	C
123778 INNOVATIVE OFFICE SOLUTIONS	\$351.07	4/25/2022	R
123779 INSTITUTE FOR ENVIRONMENTAL	\$1,200.00	4/25/2022	R
123780 INSTRUMENTALIST AWARDS	\$417.00	4/25/2022	R
123781 INTERMIX BEVERAGE	\$592.39	4/25/2022	R
123782 JANSEN, GLORIA K.	\$50.00	4/25/2022	R
123783 JOHNSON, SHARON A.	\$502.28	4/25/2022	R
123784 JOSTENS INC	\$11,466.70	4/25/2022	R
123785 JUNIOR ACHIEVEMENT	\$2,184.00	4/25/2022	R
123786 JW PEPPER & SON INC	\$0.00	4/25/2022	C
123787 JW PEPPER & SON INC	\$285.98	4/25/2022	R
123788 KATH FUEL OIL SERVICE CO	\$6,867.86	4/25/2022	R
123789 KEYSTONE INTERPRETING SOLUTIONS	\$839.75	4/25/2022	R
123790 KFI ENGINEERS	\$26,644.44	4/25/2022	R
123791 KIMBALL MIDWEST	\$0.00	4/25/2022	C
123792 KIMBALL MIDWEST	\$432.85	4/25/2022	R
123793 KIVI, DAVID B.	\$141.00	4/25/2022	R
123794 KJOLHAUG ENVIRONMENTAL SERVICES CO	\$390.00	4/25/2022	R
123795 KRAFT MECHANICAL LLC	\$0.00	4/25/2022	C
123796 KRAFT MECHANICAL LLC	\$0.00	4/25/2022	C
123797 KRAFT MECHANICAL LLC	\$0.00	4/25/2022	C
123798 KRAFT MECHANICAL LLC	\$12,772.81	4/25/2022	R
123799 KRAUS ANDERSON CONSTRUCTION CO	\$321,738.48	4/25/2022	R
123800 KUEBBELER, LIAH A.	\$373.00	4/25/2022	R
123801 KULLY SUPPLY COMPANY	\$547.24	4/25/2022	R
123802 LAB MIDWEST LLC	\$1,000.00	4/25/2022	R
123803 LANDGRAFF, MARCIA J.	\$539.40	4/25/2022	R
123804 LDA MINNESOTA	\$1,227.60	4/25/2022	R
123805 LEE, NA	\$100.00	4/25/2022	R
123806 LEWANDOSKI, STEVE	\$75.00	4/25/2022	R
123807 LIBERTY CLASSICAL ACADEMY	\$0.00	4/25/2022	C
123808 LIBERTY CLASSICAL ACADEMY	\$12,070.00	4/25/2022	R
123809 LIFETIME ATHLETIC	\$436.00	4/25/2022	R
123810 LIGHT SWITCH LLC	\$918.15	4/25/2022	R
123811 LINDE GAS & EQUIPMENT INC	\$58.35	4/25/2022	R
123812 LOCAL LLC	\$6,950.00	4/25/2022	R
123813 LOESCH, CASEY	\$83.00	4/25/2022	R
123814 MACKIN EDUCATIONAL RESOURCES	\$938.23	4/25/2022	R
123815 MAGIC MAN INC	\$2,000.00	4/25/2022	R

123816	MANUFACTURING SKILL STANDARDS COUNCIL	\$700.00	4/25/2022	R
123817	MARCO TECHNOLOGIES LLC	\$960.00	4/25/2022	R
123818	MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	\$865.00	4/25/2022	R
123819	MAYERON, JACK	\$50.00	4/25/2022	R
123820	MCMASTER-CARR	\$41.10	4/25/2022	R
123821	MEDTOX LABORATORIES	\$165.24	4/25/2022	R
123822	METRO DEAF SCHOOL	\$3,628.80	4/25/2022	R
123823	METRO ECSU	\$25.00	4/25/2022	R
123824	METRO ECSU	\$25.00	4/25/2022	R
123825	METRO MEALS ON WHEELS INC	\$5,884.50	4/25/2022	R
123826	MEUWISSEN, PAUL W.	\$100.00	4/25/2022	R
123827	MIDWEST BUS PARTS INC	\$0.00	4/25/2022	C
123828	MIDWEST BUS PARTS INC	\$229.96	4/25/2022	R
123829	MINNESOTA SODDING CO LLC	\$856.53	4/25/2022	R
123830	MN INSURANCE SCHOLASTIC TRUST	\$869.00	4/25/2022	R
123831	MITCHELL, MERCEDES	\$122.85	4/25/2022	R
123832	MLEJNEK, CRISTINA M.	\$241.51	4/25/2022	R
123833	MN CHILDRENS MUSEUM	\$130.00	4/25/2022	R
123834	MN SAFETY COUNCIL INC	\$1,748.00	4/25/2022	R
123835	MODERN PIPING INC	\$25,794.85	4/25/2022	R
123836	MULTIPLE CONCEPTS INTERIORS	\$166,962.74	4/25/2022	R
123837	MUMBLEAU, JANE L.	\$50.00	4/25/2022	R
123838	MUMBLEAU, RICHARD T.	\$50.00	4/25/2022	R
123839	MURPHY, SEAN T.	\$50.00	4/25/2022	R
123840	NAPA AUTO PARTS	\$0.00	4/25/2022	C
123841	NAPA AUTO PARTS	\$243.50	4/25/2022	R
123842	NATIVE SUN COMMUNITY POWER DEVELOPMENT	\$2,000.00	4/25/2022	R
123843	NCS PEARSON INC	\$1,320.50	4/25/2022	R
123844	NEO ELECTRICAL SOLUTIONS LLC	\$140,093.06	4/25/2022	R
123845	NORTH CENTRAL BLUE BIRD BUS SALES	\$0.00	4/25/2022	C
123846	NORTH CENTRAL BLUE BIRD BUS SALES	\$1,308.47	4/25/2022	R
123847	NORTHBOUND CREATIVE	\$354.00	4/25/2022	R
123848	O'REILLY AUTOMOTIVE INC	\$0.00	4/25/2022	C
123849	O'REILLY AUTOMOTIVE INC	\$0.00	4/25/2022	C
123850	O'REILLY AUTOMOTIVE INC	\$470.50	4/25/2022	R
123851	OAKDALE ATHLETIC ASSOCIATION INC	\$992.00	4/25/2022	R
123852	ON SITE SANITATION INC	\$1,237.02	4/25/2022	R
123853	ORDWAY CENTER FOR PERFORMING	\$1,044.00	4/25/2022	R
123854	OXYGEN SERVICE COMPANY INC	\$45.36	4/25/2022	R
123855	PAI	\$900.00	4/25/2022	R
123856	PALOS SPORTS INC(GO TO SCHOOL HEALTH)	\$45.23	4/25/2022	R
123857	PAR INC	\$77.00	4/25/2022	R
123858	PARTS TOWN, LLC	\$618.73	4/25/2022	R
123859	PAULSON, JULIANNE	\$50.00	4/25/2022	R
123860	PEDIATRIC HOME SERVICE	\$1,837.50	4/25/2022	R
123861	PERSOON, JOHN	\$200.00	4/25/2022	R
123862	PETERSON BROS ROOFING & CONST	\$5,189.12	4/25/2022	R

123863	PINNACLE WALL SYSTEMS INC	\$120,017.77	4/25/2022	R
123864	POFERL, NANCY R.	\$120.00	4/25/2022	R
123865	PRO-ED INC	\$46.20	4/25/2022	R
123866	QUADIENT LEASING	\$474.42	4/25/2022	R
123867	R & R SPECIALTIES INC	\$37.50	4/25/2022	R
123868	RAMSEY EXCAVATING COMPANY	\$42,037.50	4/25/2022	R
123869	RED CEDAR STEEL ERECTORS INC	\$25,460.00	4/25/2022	R
123870	REDWOOD TOXICOLOGY LABORATORY	\$97.93	4/25/2022	R
123871	RIVERSIDE INSIGHTS	\$8,316.00	4/25/2022	R
123872	S&J GLASS INC	\$117,325.00	4/25/2022	R
123873	SAMUELSON, RICHARD T.	\$50.00	4/25/2022	R
123874	SARGENT-WELCH	\$383.88	4/25/2022	R
123875	SAYIBU, FATAWU	\$300.00	4/25/2022	R
123876	SCAN AIR FILTER INC	\$386.53	4/25/2022	R
123877	SCHOLASTIC	\$157.08	4/25/2022	R
123878	SCHOOL SPECIALTY LLC	\$41.39	4/25/2022	R
123879	SCHULTZ, PAUL	\$100.00	4/25/2022	R
123880	SEEVER, GRAY	\$160.00	4/25/2022	R
123881	SKOLD SPECIALTY CONTRACTING LLC	\$127,494.75	4/25/2022	R
123882	SKOW, KAREN L.	\$396.00	4/25/2022	R
123883	SOLIANT	\$21,956.75	4/25/2022	R
123884	SOUTHPAW ENTERPRISES	\$0.00	4/25/2022	C
123885	SOUTHPAW ENTERPRISES	\$6,001.53	4/25/2022	R
123886	ST PAUL UTILITIES & EXCAVATING, INC.	\$1,645.00	4/25/2022	R
123887	STANDARD INSURANCE COMPANY	\$39,643.24	4/25/2022	R
123888	STAR TRIBUNE	\$64.77	4/25/2022	R
123889	STREAMLINE DESIGN INC	\$406.00	4/25/2022	R
123890	SUMMIT FIRE PROTECTION	\$975.00	4/25/2022	R
123891	TEXTBOOK WAREHOUSE INC	\$155.00	4/25/2022	R
123892	TIMM, AMY L.	\$990.00	4/25/2022	R
123893	TR ENVIRONMENTAL CONSULTING LLC	\$2,018.00	4/25/2022	R
123894	TRADE PRESS INC	\$957.91	4/25/2022	R
123895	TRAFERA LLC	\$89,318.00	4/25/2022	R
123896	TRANS-MISSISSIPPI BIO SUPPLY	\$714.93	4/25/2022	R
123897	TREASURED TRANSPORTATION LLC	\$54,080.95	4/25/2022	R
123898	TRIFECTA NETWORKS LLC	\$4,145.77	4/25/2022	R
123899	TRIMARK MARLINN LLC	\$42,391.33	4/25/2022	R
123900	TRIUMPH EDUCATIONAL CONSULTING	\$2,600.00	4/25/2022	R
123901	TURFWERKS INC	\$1,474.66	4/25/2022	R
123902	TWIN CITY JANITOR SUPPLY CO	\$977.00	4/25/2022	R
123903	TWIN CITY HARDWARE COMPANY INC	\$3,519.56	4/25/2022	R
123904	TYLER TECHNOLOGIES INC	\$2,046.26	4/25/2022	R
123905	ULINE	\$533.38	4/25/2022	R
123906	US FOODS CULINARY EQUIP & SUPPLIES	\$4,000.96	4/25/2022	R
123907	VIKING ELECTRIC SUPPLY	\$0.00	4/25/2022	C
123908	VIKING ELECTRIC SUPPLY	\$1,422.31	4/25/2022	R
123909	WASHINGTON SQUARE BAR & GRILL	\$1,850.00	4/25/2022	R

123910 WEIDT, KIMBERLY	\$127.00	4/25/2022	R
123911 WELLS CONCRETE PRODUCTS CO	\$13,457.18	4/25/2022	R
123912 WEST MUSIC COMPANY	\$816.64	4/25/2022	R
123913 WHITE BEAR MAKERSPACE	\$240.00	4/25/2022	R
123914 WHITE, TIMOTHY W.	\$50.00	4/25/2022	R
123915 WINNICK SUPPLY	\$26.88	4/25/2022	R
123916 WURZER, MARY JO	\$415.00	4/25/2022	R
123917 XCEL ENERGY	\$0.00	4/25/2022	C
123918 XCEL ENERGY	\$146,812.45	4/25/2022	R
123919 CRISIS PREVENTION INSTITUTE INC	\$3,499.00	4/25/2022	R
9993541 SAM'S CLUB/SYNCHRONY BANK	\$0.00	4/20/2022	C
9993542 SAM'S CLUB/SYNCHRONY BANK	\$0.00	4/20/2022	C
9993543 SAM'S CLUB/SYNCHRONY BANK	\$0.00	4/20/2022	C
9993544 SAM'S CLUB/SYNCHRONY BANK	\$0.00	4/20/2022	C
9993545 SAM'S CLUB/SYNCHRONY BANK	\$3,437.44	4/20/2022	R
9993546 AIG	\$6,885.11	4/20/2022	R
9993547 AMERICAN FUNDS	\$0.00	4/20/2022	C
9993548 AMERICAN FUNDS	\$82,758.16	4/20/2022	R
9993549 AMERIPRISE FINANCIAL SERVICES	\$18,855.51	4/20/2022	R
9993550 AXA EQUITABLE	\$32,268.74	4/20/2022	R
9993551 BENEFIT RESOURCE, INC	\$0.00	4/20/2022	C
9993552 BENEFIT RESOURCE, INC	\$98,749.04	4/20/2022	R
9993553 EDUCATION MN ESI BILLING TRUST	\$32,948.81	4/20/2022	R
9993554 INTERNAL REVENUE SERVICE	\$0.00	4/20/2022	C
9993555 INTERNAL REVENUE SERVICE	\$0.00	4/20/2022	C
9993556 INTERNAL REVENUE SERVICE	\$0.00	4/20/2022	C
9993557 INTERNAL REVENUE SERVICE	\$0.00	4/20/2022	C
9993558 INTERNAL REVENUE SERVICE	\$0.00	4/20/2022	C
9993559 INTERNAL REVENUE SERVICE	\$0.00	4/20/2022	C
9993560 INTERNAL REVENUE SERVICE	\$0.00	4/20/2022	C
9993561 INTERNAL REVENUE SERVICE	\$0.00	4/20/2022	C
9993562 INTERNAL REVENUE SERVICE	\$0.00	4/20/2022	C
9993563 INTERNAL REVENUE SERVICE	\$0.00	4/20/2022	C
9993564 INTERNAL REVENUE SERVICE	\$758,673.78	4/20/2022	R
9993565 METROPOLITAN LIFE	\$1,049.81	4/20/2022	R
9993566 MN DEPT OF HUMAN SERVICES	\$1,362.60	4/20/2022	R
9993567 MN DEPT OF REVENUE	\$0.00	4/20/2022	C
9993568 MN DEPT OF REVENUE	\$0.00	4/20/2022	C
9993569 MN DEPT OF REVENUE	\$122,178.06	4/20/2022	R
9993570 MN STATE RETIREMENT	\$7,985.13	4/20/2022	R
9993571 PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	\$3,290.13	4/20/2022	R
9993572 PUBLIC EMP RETIREMENT ASSOC	\$0.00	4/20/2022	C
9993573 PUBLIC EMP RETIREMENT ASSOC	\$0.00	4/20/2022	C
9993574 PUBLIC EMP RETIREMENT ASSOC	\$0.00	4/20/2022	C
9993575 PUBLIC EMP RETIREMENT ASSOC	\$129,285.76	4/20/2022	R
9993576 TEACHERS RETIREMENT ASSOC	\$0.00	4/20/2022	C
9993577 TEACHERS RETIREMENT ASSOC	\$398,742.06	4/20/2022	R

9993578 VANGUARD SMALL BUSINESS SERVICES	\$0.00	4/20/2022	C
9993579 VANGUARD SMALL BUSINESS SERVICES	\$42,555.29	4/20/2022	R
9993580 WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	\$39,615.94	4/20/2022	R
9993581 BMO	\$0.00	4/28/2022	C
9993582 BMO	\$0.00	4/28/2022	C
9993583 BMO	\$0.00	4/28/2022	C
9993584 BMO	\$0.00	4/28/2022	C
9993585 BMO	\$0.00	4/28/2022	C
9993586 BMO	\$0.00	4/28/2022	C
9993587 BMO	\$0.00	4/28/2022	C
9993588 BMO	\$0.00	4/28/2022	C
9993589 BMO	\$0.00	4/28/2022	C
9993590 BMO	\$0.00	4/28/2022	C
9993591 BMO	\$0.00	4/28/2022	C
9993592 BMO	\$0.00	4/28/2022	C
9993593 BMO	\$0.00	4/28/2022	C
9993594 BMO	\$0.00	4/28/2022	C
9993595 BMO	\$0.00	4/28/2022	C
9993596 BMO	\$26,908.12	4/28/2022	R
9993597 AIG	\$7,135.11	4/29/2022	R
9993598 AMERICAN FUNDS	\$0.00	4/29/2022	C
9993599 AMERICAN FUNDS	\$81,348.32	4/29/2022	R
9993600 AMERIPRISE FINANCIAL SERVICES	\$19,041.51	4/29/2022	R
9993601 AXA EQUITABLE	\$32,265.00	4/29/2022	R
9993602 BENEFIT RESOURCE, INC	\$100,791.55	4/29/2022	R
9993603 EDUCATION MN ESI BILLING TRUST	\$33,322.81	4/29/2022	R
9993604 INTERNAL REVENUE SERVICE	\$0.00	4/29/2022	C
9993605 INTERNAL REVENUE SERVICE	\$0.00	4/29/2022	C
9993606 INTERNAL REVENUE SERVICE	\$0.00	4/29/2022	C
9993607 INTERNAL REVENUE SERVICE	\$0.00	4/29/2022	C
9993608 INTERNAL REVENUE SERVICE	\$0.00	4/29/2022	C
9993609 INTERNAL REVENUE SERVICE	\$0.00	4/29/2022	C
9993610 INTERNAL REVENUE SERVICE	\$797,173.75	4/29/2022	R
9993611 METROPOLITAN LIFE	\$1,049.81	4/29/2022	R
9993612 MN DEPT OF HUMAN SERVICES	\$1,370.10	4/29/2022	R
9993613 MN DEPT OF REVENUE	\$0.00	4/29/2022	C
9993614 MN DEPT OF REVENUE	\$129,104.39	4/29/2022	R
9993615 MN STATE RETIREMENT	\$7,985.13	4/29/2022	R
9993616 PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	\$4,490.13	4/29/2022	R
9993617 PUBLIC EMP RETIREMENT ASSOC	\$124,570.37	4/29/2022	R
9993618 TEACHERS RETIREMENT ASSOC	\$0.00	4/29/2022	C
9993619 TEACHERS RETIREMENT ASSOC	\$417,857.72	4/29/2022	R
9993620 VANGUARD SMALL BUSINESS SERVICES	\$41,131.00	4/29/2022	R
9993621 WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	\$39,684.31	4/29/2022	R
212200863 ANDERSON, JON C.	\$147.59	4/13/2022	A
212200864 ANDERSON, LILY C.	\$11.49	4/13/2022	A
212200865 BORGES GATEWOOD, MARA F.	\$45.63	4/13/2022	A

212200866 BOWEN, SUSAN M.	\$35.00	4/13/2022	A
212200867 BRADLEY, LYDIA	\$71.37	4/13/2022	A
212200868 BRISTOW, JILL K.	\$33.05	4/13/2022	A
212200869 CARLEY, ANDREA J.	\$27.62	4/13/2022	A
212200870 CATES, TAMMY J.	\$30.00	4/13/2022	A
212200871 COOK, TRACY A.	\$304.17	4/13/2022	A
212200872 DEEN, DENISE T.	\$137.48	4/13/2022	A
212200873 FREEMAN, CHRISTINA J.	\$85.00	4/13/2022	A
212200874 GACEK, MELISSA A.	\$2,178.62	4/13/2022	A
212200875 GALYON, AMY R.	\$69.03	4/13/2022	A
212200876 GAYLE, SHERI G.	\$65.00	4/13/2022	A
212200877 GILL, PATRICIA C.	\$39.46	4/13/2022	A
212200878 GILLESPIE, ALISON C.	\$195.00	4/13/2022	A
212200879 GRISER, JENNIFER J.	\$605.28	4/13/2022	A
212200880 GUTHRIE, ASHLEY M.	\$130.42	4/13/2022	A
212200881 HELD, JOSEPH H.	\$1,271.39	4/13/2022	A
212200882 HOEG, SCOTT A.	\$142.17	4/13/2022	A
212200883 IMMEL, COLLEEN M.	\$136.36	4/13/2022	A
212200884 JORGENSON, AMY L.	\$482.85	4/13/2022	A
212200885 KAZMIERCZAK, CLARE C.	\$92.43	4/13/2022	A
212200886 KILGO, GRACE C.	\$78.10	4/13/2022	A
212200887 LARSON, BRITA A.	\$39.20	4/13/2022	A
212200888 LEHN, BRIDGET N.	\$128.41	4/13/2022	A
212200889 MARKUSON, RACHAEL J.	\$195.00	4/13/2022	A
212200890 MCCORMICK, REBEKKA A.	\$96.19	4/13/2022	A
212200891 MERSCH, NICOLE A.	\$137.54	4/13/2022	A
212200892 MILLER, MOLLY M.	\$46.73	4/13/2022	A
212200893 MOERKE, CHRISTINE M.	\$54.13	4/13/2022	A
212200894 MOORE, JENNIFER R.	\$285.09	4/13/2022	A
212200895 OSTERGREN, BOBBIE J.	\$31.29	4/13/2022	A
212200896 PATRICK, MEGAN L.	\$46.18	4/13/2022	A
212200897 PELOQUIN, BRIAN F.	\$1,398.25	4/13/2022	A
212200898 RANCOUR, RACHEL	\$26.33	4/13/2022	A
212200899 SAMPOANG, DESSERAY R.	\$352.29	4/13/2022	A
212200900 SCHMIDT, LAURA M.	\$21.98	4/13/2022	A
212200901 SCHMID, NICOLE R.	\$144.85	4/13/2022	A
212200902 SCHULTE, DARRELL A.	\$796.49	4/13/2022	A
212200903 SCHWARTZ, LISA C.	\$107.06	4/13/2022	A
212200904 SKATRUD, MAGDALEN R.	\$910.00	4/13/2022	A
212200905 STAFKI, MEGAN E.	\$21.88	4/13/2022	A
212200906 SYNAN, ERIN K.	\$13.97	4/13/2022	A
212200907 THIBAUT, DEBRA S.	\$3,000.00	4/13/2022	A
212200908 WARREN, TIMOTHY R.	\$19.98	4/13/2022	A
212200909 BRISTOW, JILL K.	\$35.79	4/26/2022	A
212200910 BUSHARD, ZOE M.	\$75.00	4/26/2022	A
212200911 CARLEY, ANDREA J.	\$81.63	4/26/2022	A
212200912 CARLINSCHAUER, KYLE L.	\$65.00	4/26/2022	A

212200913	CHENG, YUE	\$6.44	4/26/2022	A
212200914	CWENGROS, BRIDGET C.	\$79.56	4/26/2022	A
212200915	DERBY, SARA A.	\$168.42	4/26/2022	A
212200916	DEVET, NICHOLAS M.	\$39.98	4/26/2022	A
212200917	DINEHART, CHARLOTTE L.	\$8.74	4/26/2022	A
212200918	DOMSCHOT, KATHLEEN S.	\$325.00	4/26/2022	A
212200919	DRANGE, ANGELA M.	\$108.88	4/26/2022	A
212200920	EDBERG, REBECCA J.	\$33.05	4/26/2022	A
212200921	EVERT, ELIZABETH M.	\$47.35	4/26/2022	A
212200922	FANG, PEI-WEN	\$96.72	4/26/2022	A
212200923	FREEMAN, CHRISTINA J.	\$53.82	4/26/2022	A
212200924	GILLESPIE, ALISON C.	\$78.98	4/26/2022	A
212200925	GROSSMAN, THOMAS C.	\$30.00	4/26/2022	A
212200926	HARGESHEIMER, TRACY A.	\$80.78	4/26/2022	A
212200927	HARRIMAN, GRETCHEN E.	\$161.63	4/26/2022	A
212200928	HENDERSON, NELDA GARZA	\$24.57	4/26/2022	A
212200929	HIGGINS, SHEILA J.	\$207.81	4/26/2022	A
212200930	HUBBARD, MICHELLE K.	\$28.02	4/26/2022	A
212200931	KAY MCPHERSON, CAROLYN M.	\$267.60	4/26/2022	A
212200932	KIEGER, MOLLY A.	\$40.31	4/26/2022	A
212200933	KLECKER, KEVIN W.	\$145.41	4/26/2022	A
212200934	LARSON, BRITA A.	\$36.86	4/26/2022	A
212200935	MADER, SETH A.	\$59.97	4/26/2022	A
212200936	MAURER, TIMOTHY J.	\$629.00	4/26/2022	A
212200937	MUELLER, PRESTON M.	\$78.50	4/26/2022	A
212200938	NACHTSHEIM, JOHN J.	\$31.32	4/26/2022	A
212200939	PAULSON, THOMAS M.	\$177.98	4/26/2022	A
212200940	QUIRK, CHRISTINE N.	\$795.92	4/26/2022	A
212200941	RAKOCZY, SUSAN	\$98.37	4/26/2022	A
212200942	SICARD, HEIDI M.	\$5.00	4/26/2022	A
212200943	STOFFEL, JAMES E.	\$576.34	4/26/2022	A
212200944	SUOJA, WENDY T.	\$285.00	4/26/2022	A
212200945	SVIR, SARA A.	\$127.87	4/26/2022	A
212200946	VETTE, MARISA A.	\$195.00	4/26/2022	A
212200947	VOLLMER, JENNA D.	\$117.01	4/26/2022	A
212200948	ZETTEL, ANN M.	\$327.20	4/26/2022	A
		\$14,368,232.93		

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: **May 9, 2022**

SUGGESTED DISPOSITION: **Action Item**

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

Donation	Donor	Recipient
\$390.00	Birch Lake Elementary PTA	Birch Lake Elementary School Play Scholarships
\$15.00	Target c/o CyberGrants, LLC anonymous	Hugo Elementary
\$613.96	Lakeaires PTO	Lakeaires Elementary Teacher Allotment
\$500.00	Lakeaires PTO	Lakeaires Elementary School Patrol 4th & 5th grade field trip
\$20.60	Lakeaires PTO	Lakeaires Elementary Teacher Allotment
\$164.66	Lakeaires PTO	Lakeaires Elementary Teacher Supplies
\$120.00	The Blackbaud Giving Fund - Anderson Corp	Lakeaires Elementary
\$15.50	Box Tops Education	Lakeaires Elementary Boxtops student account supplies
\$80.00	Jon and Sarah Goetz	White Bear Lake High School - South Campus Library Lost Book Replacements
\$1,500.00	White Bear Lake Rotary	White Bear Lake Area Schools Week Without Walls Program Scholarships for 2022 Costa Rica Trip

\$1,000.00	White Bear Lake Rotary	White Bear Lake Area Schools Week Without Walls Program Scholarships for 2022 Costa Rica Trip
\$16.35	Thomson Reuters - anonymous	District Center
\$32.70	Thomson Reuters - anonymous	District Center
\$12.85	Sally McKinley	Senior Center Meals on Wheels
\$50.00	Janet Bowser	Senior Center, In Memory of Kenneth & Gloria Bowser
\$25.00	Richard Ingberg	Senior Center, In Memory of Rosella Douglas

RECOMMENDED ACTION:

Approve.

AGENDA ITEM: **Field Trip Request**

MEETING DATE: **May 9, 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	Grade/Team	School Days Missed	Students Attending	Total Cost per Student	Total Cost of Trip and Source of Revenue	Transportation	Purpose
3/1 - 3/11/2023 Paris, Meaux, Aix-en-Provence, and Nice; France	Emily Langer and Libby Kratzke	North and South Campus French Students	3	15 - 20	\$3,192	\$3,192/student Funded by students, they may choose to fundraise.	n/a	This trip will provide students the unique opportunity to immerse themselves linguistically and culturally during our homestay. Students will learn through experience about French history, art and culture.

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(e), 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(e).

RESIGNATION/TERMINATION/NON-RENEWAL - CLASSIFIED STAFF

HEATHER BRUNE – Paraeducator - Otter Lake Elementary

Employed by District 624 since 09/25/2017

Effective Date: 03/25/2022

ERIC HODELL – Paraeducator - Sunrise Park Middle School

Employed by District 624 since 09/06/2021

Effective Date: 06/10/2022

BETHANY HOLMES – Nurse Paraeducator - Sunrise Park Middle School

Employed by District 624 since 09/06/2021

Effective Date: 06/10/2022

MENTOYIA JACKSON – Lunchroom Playground Supervisor - Matoska Elementary

Employed by District 624 since 04/15/2015

Effective Date: 04/18/2022

BETSY REILLY – Paraeducator - WBLAHS - South Campus

Employed by District 624 since 09/02/2002

Effective Date: 06/10/2022

KRISTY ROCKFORD – Administrative Assistant Principal - Oneka Elementary

Employed by District 624 since 08/28/2013

Effective Date: 04/05/2022

PHOUA YANG – Media Clerk and Lunchroom Supervisor - Willow Lane Elementary

Employed by District 624 since 08/31/2020

Effective Date: 05/02/2022

RESIGNATION/TERMINATION/NON-RENEWAL - CERTIFIED STAFF

ABIGALE EIKENBARY – Spanish Teacher - Matoska Elementary

Employed by District 624 since 08/26/2010

Effective Date: 06/13/2022

GINGER INGOLD – Occupational Therapist - Normandy Park, Matoska, Lakeaires, Willow Lane Elementary

Employed by District 624 since 08/30/2021

Effective Date: 06/13/2022

CARLY LANGER – Health Teacher - Central Middle School

Employed by District 624 since 02/22/2016

Effective Date: 06/13/2022

RESIGNATION/TERMINATION/NON-RENEWAL - NON-AFFILIATED

ALEXIS ROE – Transportation Specialist - Bus Garage
Employed by District 624 since 11/11/2019
Effective Date: 05/03/2022

CHANGE IN ASSIGNMENT - CLASSIFIED STAFF

SHERRIE EHRMAN – From Nutrition Services Assistant - WBLAHS - South Campus
To Nutrition Services Assistant - Matoska Elementary
\$16.50 per hr., 20 hrs. per wk., \$2,351.25
Effective Date: 05/02/2022

KAREN FILIPEK – From Nutrition Services Manager - Lincoln Elementary
To Nutrition Services Assistant - Lincoln Elementary
\$17.22 per hr., 22.5 hrs. per wk., \$4,339.44
Effective Date: 04/04/2022

JESSICA GUNNUFSON – From Building Assistant - Otter Lake Elementary
To Administrative Assistant to Principal - Oneka Elementary
From \$20.64 To \$25.33
Effective Date: 04/18/2022

JENNIFER HOLSTEN – From Part-Time Bus Driver - District Wide
To Full-Time Bus Driver - District Wide
\$20.22 per hr., 32.5 hrs. per wk., \$5,660.18
Effective Date: 04/11/2022

PART TIME LEAVE OF ABSENCE - CERTIFIED STAFF

DENISE DEEN – ECSE Teacher - Normandy Park
Position 1.0 FTE (Leave .2 FTE)
Effective Date: 2022-2023 School Year

FULL TIME LEAVE OF ABSENCE - CLASSIFIED STAFF

JULIE HILDESTAD – Paraeducator - WBLAHS - South Campus
Employed by District 624 since 09/20/1999
Effective Date: 04/12/2022 through 06/10/2022

MATTHEW LAPAKKO – Paraeducator - Central Middle School
Employed by District 624 since 12/01/2017
Effective Date: 01/24/2022 through 04/18/2022

LAURIE MENCKE – Nutrition Services Manager - Birch Lake Elementary
Employed by District 624 since 12/10/2013
Effective Date: 05/18/2022 through 06/13/2022

FULL TIME LEAVE OF ABSENCE - CERTIFIED STAFF

HANNAH ALLEN – Music Teacher - Oneka Elementary
Employed by the District 624 since 08/24/2015
Effective Date: 04/11/2022 through 06/13/2022

KAREN BRABENEC – Special Education Teacher - TEC
Employed by the District 624 since 08/24/2014
Effective Date: 11/16/2021 through 01/08/2022

JILLIAN FAGERNESS – Special Education Teacher - Oneka Elementary
Employed by the District 624 since 08/19/2019
Effective Date: 04/11/2022 through 06/13/2022

KATIE LETOURNEAU – 2nd Grade Teacher - Lakeaires Elementary
Employed by the District 624 since 08/21/2017
Effective Date: 05/02/2022 through 06/13/2022

CONNOR LUBY – Language Arts Teacher - WBLAHS - South Campus
Employed by the District 624 since 08/21/2008
Effective Date: 02/21/2022 through 04/08/2022

FULL TIME LEAVE OF ABSENCE - NON-AFFILIATED STAFF

BETH SAMUELSON – Chemical Health Specialist - ALC
Employed by the District 624 since 11/30/1999
Effective Date: 10/28/2021 through 12/21/2021

NEW PERSONNEL - NON-AFFILIATED

RACHEL DOUGLAS – Controller - District Center
40 hrs. per wk., Annualized Salary \$97,893.48
Effective Date: 05/04/2022

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

KATHERINE HUTTLE – Administrative Assistant - Building Assistant - District Center
\$18.89 per hr., 32 hrs. per wk., \$4,835.84
Effective Date: 05/09/2022

JENNIFER RUHLAND – Health Assistant - Hugo Elementary
\$21.79 per hr., 37.5 hrs. per wk., \$5,066.17
Effective Date: 04/29/2022

KERRY SHERIN – Media Clerk and Lunchroom Supervisor - Willow Lane Elementary
\$20.06 per hr., 27.5 hrs. per wk., \$3,079.07
Effective Date: 05/02/2022

HEATHER SIEDSCHLAG – Health Assistant - Hugo Elementary
\$20.06 per hr., 37.5 hrs. per wk., \$5,115.30
Effective Date: 04/26/2022

JOHN ULVIN – Assistant Head Custodian Engineer - Lakeaires and Matoska Elementary
\$25.74 per hr., plus \$.30 shift differential, 40 hrs. per wk., \$7,965.36
Effective Date: 05/09/2022

HEIDI WALSH – Administrative Assistant - Building Assistant - Otter Lake Elementary
\$18.89 per hr., 26.25 hrs. per wk., \$2,876
Effective Date: 05/03/2022

NEW PERSONNEL - CERTIFIED STAFF
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SHELBY HOUFER – Speech Language Pathologist - Central Middle School
1.0 FTE, MA, Step 2, \$54,529.35
Effective Date: 08/29/2022

BENJAMIN LATTIMORE – Business Teacher - WBLAHS - South Campus
.8 FTE, BA + 45, Step 4, \$43,870.92
Effective Date: 08/29/2022

ERIKA TORONTO – Early Childhood Special Education Teacher - Normandy Park
1.0 FTE, MA, Step 1, \$10,960.58
Effective Date: 04/18/2022

LONG TERM SUBSTITUTE - CERTIFIED STAFF

JANET CARLSON CASA DE CALVO – Physical Therapist - District Wide
MA+15, Step 13, \$59,844.57
Effective Date: 07/01/2022 - 06/30/2023

KIANA GROVES – 2nd Grade Teacher - Lakeaires Elementary

BA+60, Step 1, \$17,780

Effective Date: 04/29/2022 - 06/13/2022

KAREN HAIL – Music Teacher - Oneka Elementary

MA+15, Step 13, \$12,961.22

Effective Date: 05/02/2022 - 06/13/2022

BRICE MITCHELL – Language Arts Teacher - WBLAHS - North Campus

BA, Step 1, \$6,348.26

Effective Date: 05/09/2022 - 06/13/2022

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: **May 9, 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
Mariam Elias-Danjuma, 10th grade	MSHSL State Speech Tournament Qualifier
Sanyu Mwassa, 10th grade	MSHSL State Speech Tournament Qualifier
Cora Donoghue, 12th grade	MSHSL State Speech Tournament Qualifier
Sean Beloyed, 9th grade	Archery State Tournament 3rd Place Finisher - Team
Ayla Berckes, 9th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Jack Gabrielson, 9th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Danae Grund, 9th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Ashleigh Hawkes, 9th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Anna Mencke, 9th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant

Atticus Shoultz, 9th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Nv Van Der Vaart, 9th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Megan Worms, 9th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Jonah Scott, 10th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Kara Windish, 10th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Joe Arcand, 11th grade	Archery State Tournament 3rd Place Finisher - Team
Morgan Andrle, 11th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Brianna Berckes, 11th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Daniel Boehm, 11th grade	Archery State Tournament 3rd Place Finisher - Team
Tanner Carlson, 11th grade	Archery State Tournament 3rd Place Finisher - Team Archery State Tournament Champion - Individual Archery Nationals Tournament Participant
Amara Chessnoe, 11th grade	Archery State Tournament 3rd Place Finisher - Team
Thomas Cox, 11th grade	Archery State Tournament 3rd Place Finisher - Team
Link Fleming, 11th grade	Archery State Tournament 3rd Place Finisher - Team
Celia Fuhrman, 11th grade	Archery State Tournament 3rd Place Finisher - Team
Zachary Long, 11th grade	Archery State Tournament 3rd Place Finisher - Team
Haylie Olson-Shafer, 11th grade	Archery State Tournament 3rd Place Finisher - Team
Lailani Richnofsky, 11th grade	Archery State Tournament 3rd Place Finisher - Team
Evelyn Steiner, 11th grade	Archery State Tournament 3rd Place Finisher - Team
Gavin Tentis, 11th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Paige Andrle, 12th grade	Archery State Tournament 3rd Place Finisher - Team Archery State Tournament Champion - Individual Archery Nationals Tournament Participant

Jordan Esser, 12th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Logan Hawkes, 12th grade	Archery State Tournament 3rd Place Finisher - Team Archery Nationals Tournament Participant
Brendan Hoden, 12th grade	Archery State Tournament 3rd Place Finisher - Team
Katherine Kaufman, 12th grade	Archery State Tournament 3rd Place Finisher - Team
Joseph Thomalla, 11th grade	M3 Challenge Top 100 in the Nation
Gunther Ahrens, 12th grade	M3 Challenge Top 100 in the Nation
Mike Le, 12th grade	M3 Challenge Top 100 in the Nation
Jacob Grann, 12th grade	M3 Challenge Top 100 in the Nation
Laila Estis, 7th grade	State History Day Participant, Individual Research Paper
Delilah Florin, 7th grade	State History Day Participant, Individual Research Paper
Caiden Gatto, 7th grade	State History Day Finalist - Honorable Mention Individual Research Paper
Colin Greene, 7th grade	State History Day Participant, Individual Website
Evangeline Aune, 7th grade	State History Day Participant, Individual Performance
Thilde Hogen, 7th grade	State History Day Finalist - Honorable Mention Individual Performance
Emily Baker, 7th grade	State History Day Finalist - Honorable Mention Individual Documentary
Allison Knoebel, 7th grade	State History Day Runner-Up & National History Day Qualifier Individual Documentary
Jack Firkus, 7th grade	State History Day Finalist - 5th Place Group Documentary
Toby Hagen, 7th grade	State History Day Finalist - 5th Place Group Documentary
Ruby Paulson, 7th grade	State History Day Participant, Individual Exhibit
Lilian Anderson, 7th grade	State History Day Runner-Up & National History Day Qualifier Group Exhibit
Emma Nomura, 7th grade	State History Day Runner-Up & National History Day Qualifier Group Exhibit

Eleanor Piri, 7th grade	State History Day Runner-Up & National History Day Qualifier Group Exhibit
Benna Sowles, 7th grade	State History Day Runner-Up & National History Day Qualifier Group Exhibit
Iris Bloomquist, 7th grade	State History Day Finalist - Honorable Mention Group Exhibit
Evelina Sankey, 7th grade	State History Day Finalist - Honorable Mention Group Exhibit
Lilly Fisher, 7th grade	State History Day Participant Group Exhibit
Brynn Gamradt, 7th grade	State History Day Participant Group Exhibit
Ella Fitzgerald, 7th grade	State History Day Finalist - Honorable Mention Group Exhibit
Leigha Wong, 7th grade	State History Day Finalist - Honorable Mention Group Exhibit
Matthew Law, 8th grade	Regional Finalist of the World Geography Bee & Qualifier for the International Competition

AGENDA ITEM: **Student Liaisons to the School Board Recognition**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **Jessica Ellison, School Board Chair**

BACKGROUND:

The White Bear Lake Area School Board would like to commend and recognize **Bemnet Tessema**, 12th grade student, and **Lauren Collier**, 11th grade student, for their outstanding roles as the 2021-22 Student Representatives on the School Board.



Bemnet Tessema



Lauren Collier

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **May 9, 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 418, Drug-Free and Alcohol-Free Workplace/Drug-Free and Alcohol-Free School**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 418, Drug-Free and Alcohol-Free Workplace/Drug-Free and Alcohol-Free School, 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 maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances, medical cannabis, and controlled substances without a physician's prescription.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 13, 2022 or a subsequent School Board meeting agenda for action.

Adopted: April 29, 1996
Revised: August 27, 2001
Revised: January 10, 2005
Revised: November 8, 2007
Revised: December 10, 2018

*White Bear Lake Area
School District #624 Policy 418*

Revised: May 12, 2014
Revised: _____

No Updates Recommended

418 DRUG-FREE AND ALCOHOL-FREE WORKPLACE/DRUG-FREE AND ALCOHOL FREE SCHOOL

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances, medical cannabis, and controlled substances without a physician's prescription.

II. GENERAL STATEMENT OF POLICY

- A. Use or possession of controlled substances, toxic substances, medical cannabis, and alcohol before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.
- B. A violation of this policy occurs when any student, teacher, administrator, other school district personnel, or member of the public uses or possesses alcohol, toxic substances, controlled substances, or medical cannabis in any school location.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or member of the public who violates this policy.

III. DEFINITIONS

- A. "Alcohol" includes any alcoholic beverage, malt beverage, ~~or~~ fortified wine or other intoxicating liquor.
- B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 U.S.C. § 812, including analogues and look-alike drugs.
- C. "Medical cannabis" means any species of the genus cannabis plant, or any mixture of preparation of them, including whole plant extracts and resins, and is delivered in the form of: (1) liquid, including, but not limited to, oil; (2) pill; (3) vaporized delivery method with use of liquid or oil but which does not require the use of

dried leaves of plant form; or (4) any other method, excluding smoking, approved by the commissioner.

- D. "Possess" means to have on one's person, in one's effects, or in an area subject to one's control.
- E. "School district location" includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.
- F. "Toxic substances" includes glue, cement, aerosol paint, or other substances used or possessed with the intent of inducing intoxication or excitement of the central nervous system.
- G. "Use" includes to sell, buy, manufacture, distribute, dispense, possess, use, or be under the influence of alcohol and/or controlled substances, whether or not for the purpose of receiving remuneration or consideration.

IV. EXCEPTIONS

- A. A violation of this policy does not occur when a person brings onto a school location, for such person's own use, a controlled substance, except medical cannabis, which has a currently accepted medical use as treatment in the United States and the person has a physician's prescription for the substance. The person shall comply with the relevant procedures of this policy.
- B. A violation of this policy does not occur when a person possesses an alcoholic beverage in a school location when the possession is within the exceptions of Minn. State. § 624.701, Subd. 1a (experiments in laboratories; pursuant to a temporary license to sell liquor issued under Minnesota laws or possession after the purchase from such a temporary license holder.)

V. PROCEDURES

- A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, must comply with the school district's student medication policy.
- B. Employees who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or

syringe. The employee must inform his or her supervisor. The employee may be required to provide a copy of the prescription.

- C. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy.
- D. Employees are subject to the school district's drug and alcohol testing policies and procedures.
- E. Members of the public are not permitted to possess controlled substances in a school location except with the express permission of the superintendent.
- F. No person is permitted to possess or use medical cannabis on a school bus or van; or on the grounds of any preschool or primary or secondary school; or on the grounds of any child care facility.
- G. Possession of alcohol on school grounds pursuant to the exceptions of Minn. Stat. § 624.701, Subd. 1a, shall be by permission of the School Board only. The applicant shall apply for permission in writing and shall follow the School Board procedures for placing an item on the agenda.

VI. ENFORCEMENT

A. Students

- 1. A student who violates the terms of this policy shall be subject to discipline in accordance with the school district's discipline policy. Such discipline may include suspension or expulsion from school.
- 2. The student may be referred to a drug or alcohol assistance or rehabilitation program and/or to law enforcement officials when appropriate.

B. Employees

- 1. As a condition of employment in any federal grant, each employee who is engaged either directly or indirectly in performance of a federal grant shall abide by the terms of this policy and shall notify his or her supervisor in writing of his or her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school district federal grant is performed, no later than five (5) calendar days after such conviction. Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.

2. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination or discharge as deemed appropriate by the School Board.
3. In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse assistance or rehabilitation program approved by the school district. Any employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension or termination as deemed appropriate by the School Board.
4. Sanctions against employees, including nonrenewal, suspension, termination or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements and school district policies.

C. The Public

A member of the public who violates this policy shall be informed of the policy and asked to leave school district property. If necessary, law enforcement officials will be notified and asked to provide an escort.

Legal References: Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 152.22 (Medical Cannabis; Definitions)
Minn. Stat. § 152.23 (Medical Cannabis; Limitations)
Minn. Stat. § 340A.403 (3.2 Percent Malt Liquor Licenses)
Minn. Stat. § 340A.404 (Intoxicating Liquor: On-Sale Licenses)
Minn. Stat. § 609.684 (Sale of Toxic Substances to Children; Abuse of Toxic Substances)
Minn. Stat. 624.701 (Alcohol in Certain Building or Grounds)
20 U.S.C. § 7101-7165 (Safe and Drug-Free Schools and Communities Act)
21 U.S.C. § 812 (Schedules of Controlled Substances)
41 U.S.C. §§ 701-707 (Drug-Free Workplace Act)
21 C.F.R. §§ 1308.11 – 1308.15 (Controlled Substances)
34 C.F.R. Part 8 (Government-wide Requirements for Drug-Free Workplace)

Cross Reference: WBLASB Policy 403 (Discipline, Suspension and Dismissal of School District Employees)
WBLASB Policy 416 (Drug and Alcohol Testing)
WBLASB Policy 417 (Chemical Use/Abuse)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 516 (Student Medication)

AGENDA ITEM: **Policy 420, Students and Employees with Communicable or Infectious Diseases**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 420, Students and Employees with Communicable or Infectious Diseases, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The change to this policy is in section II.

The purpose of this policy is to adopt measures effectively responding to health concerns regarding communicable or infectious diseases while respecting the rights of all students, employees, and contractors, including those who are so infected.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 13, 2022 or a subsequent School Board meeting agenda for action.

Adopted: April 29, 1996
Revised: May 9, 2005
Revised: May 12, 2008
Revised: April 12, 2010
Revised: _____

*White Bear Lake Area
School District #624 Policy 420

Revised: July 16, 2018*

420 STUDENTS AND EMPLOYEES WITH COMMUNICABLE OR INFECTIOUS DISEASES

I. PURPOSE

The School Board will adopt measures effectively responding to health concerns regarding communicable or infectious diseases while respecting the rights of all students, employees, and contractors, including those who are so infected. The purpose of this policy is to adopt such measures.

II. GENERAL STATEMENT OF POLICY

A. Students

The policy of the School Board is that students with communicable diseases **should** not be excluded from attending school in their usual daily attendance setting so long as their health permits and their attendance does not create a significant risk of the transmission of illness to students or employees of the school district. A procedure for minimizing interruptions to learning resulting from communicable diseases will be established in consultation with community health and private health care providers by the school district in its IEP and Section 504 team process. Procedures for the inclusion of students with communicable diseases will include any applicable educational team planning processes, including the review of the educational implications for the student and others with whom the student comes into contact.

B. Employees

The policy of the School Board is that employees with communicable diseases not be excluded from attending to their customary employment so long as they are physically, mentally and emotionally able to safely perform tasks assigned to them and so long as their employment does not create a significant risk of the transmission of illness to students, employees, or others in the school district. If a reasonable accommodation will eliminate the significant risk of transmission, such accommodation will be undertaken unless it poses an undue hardship to the school district.

C. Circumstances and Conditions

1. Determinations of whether an infected individual's school attendance or job performance creates a significant risk of the transmission of the illness to students or employees of the school district will be made on a case-by-case basis. Such decisions will be based upon the nature of the risk (how it is transmitted), the duration of the risk (how long the person is infectious), the severity of the risk (what is the potential harm to other people) and the probabilities the disease will be transmitted and will cause varying degrees of harm. When a student identified as having a disability, such a determination will be made in consultation with the Individual's Educational Planning (IEP) team.
2. The School Board recognizes that some students and some employees, because of special circumstances and conditions, may pose greater risks for the transmission of infectious diseases than other persons infected with the same disease. Examples include students who display biting behavior, students or employees who are unable to control their bodily fluids, who have oozing skin lesions or who have severe disorders which result in spontaneous external bleeding. These conditions need to be taken into account and considered in assessing the risk of transmission of the disease and the resulting effect upon the educational program of the student or employment of the employee. These considerations may be in consultation with the physician of the student or employee, the parent/guardian of the student, and/or with the Minnesota Department of Health.

D. Student with Special Circumstances and Conditions

The Director Student Support Services, along with the infected individual's physician, the infected individual or parent(s)/guardian(s), and others, if appropriate, will weigh risks and benefits to the student and to others, consider the least restrictive appropriate educational placement, and arrange for periodic reevaluation as deemed necessary by a Minnesota Department of Health epidemiologist. The risks to the student shall be determined by the student's physician.

E. Extracurricular Student Participation

Student participation in nonacademic, extracurricular and non-educational programs of the school district are subject to a requirement of equal access and comparable services.

F. Precautions

The school district will develop routine procedures for infection control at school and for educating employees about these procedures. The procedures shall be developed through cooperation with health professionals, taking into consideration guidelines of the Minnesota Department of Education and the

Minnesota Department of Health. (These precautionary procedures shall be consistent with the school district's procedures regarding blood-borne pathogens developed pursuant to the school district's employee right-to-know policy.)

G. Information Sharing

1. Employee and student health information shall be shared within the school district only with those whose jobs require such information and with those who have a legitimate educational (including health and safety) need to know and shall be shared only to the extent required to accomplish legitimate educational goals and to comply with employees' right-to-know requirements.
2. Employee and student health data shall be shared outside the school district only in accordance with state and federal law and with the school district's policies on employee and student records and data.

H. Reporting

If a student or staff member has a reportable communicable disease or their medical condition threatens public health, a report will be made to the county and state health departments, and it must be reported to the Commissioner of Health.

I. Prevention

The school district shall, with the assistance of the Commissioners of Health and Education, implement a program to prevent and reduce the risk of sexually transmitted diseases in accordance with the Minn. Stat. 121A.23.

J. Vaccination and Screening

The school district will develop procedures regarding the administration of Hepatitis B vaccinations and Tuberculosis screenings in keeping with current state and federal law. The procedures shall provide that the Hepatitis B vaccination series be offered to all who have occupational exposure at no cost to the employee.

Legal References: Minn. Stat. §121A.23 (Health-Related Programs)
Minn. Stat. §144.441-442 (Tuberculosis)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Employment Improvement Act of 2004)
29 U.S.C. 794 *et seq.* (Rehabilitation Act of 1973, § 504)
42 U.S.C. §12101 *et seq.* (Americans with Disabilities Act)
29 C.F.R. 1910.1030 (Occupational Exposure to Bloodborne Pathogens)

Kohl by Kohl v. Woodhaven Learning Center, 865 F.2d 930 (8th Cir.) *cert. denied*, 493 U.S. 892, 110 S. Ct. 239 (1989)
School Board of Nassau County, Fla. V. Arline, 480 U.S. 273, 107 S.Ct. 1123 (1987)
16 EHLR 712, OCR Staff Memo, April 5, 1990

Cross References: WBLASB Policy 402 (Disability Nondiscrimination)
WBLASB Policy 407 (Employee Right to Know - Exposure to Hazardous Substances)
WBLASB Policy 521 (Student Disability Nondiscrimination)
WBLASB Policy 530 (Immunization Requirements)

AGENDA ITEM: **Policy 509, Enrollment of Nonresident Students**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 509, Enrollment of Nonresident Students, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The change to this policy is in the legal references.

The purpose of this policy is to set forth the application and exclusion procedures used by the school district in making the enrollment determination.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 13, 2022 or a subsequent School Board meeting agenda for action.

Adopted: August 12, 1996
Revised: June 11, 2001
Revised: January 10, 2005
Revised: November 8, 2007
Revised: June 8, 2015
Revised: _____

White Bear Lake Area
School District #624 Policy 509

Revised: December 12, 2011
Revised: November 12, 2018

509 ENROLLMENT OF NONRESIDENT STUDENTS

I. PURPOSE

The school district desires to participate in the Enrollment Options Program established by Minn. Stat. §124D.03. It is the purpose of this policy to set forth the application and exclusion procedures used by the school district in making said determination.

II. GENERAL STATEMENT OF POLICY

A. Eligibility. Applications for enrollment under the Enrollment Options (Open Enrollment) Law will be approved provided that acceptance of the application will not exceed the capacity of a program (excluding special education programs), class, grade level, or school building as established by School Board resolution and provided that:

1. space is available for the applicant under enrollment cap standards established by School Board policy or other directive; and
2. in considering the capacity of a grade level, the school district may only limit the enrollment of nonresident students to a number not less than the lesser of: (a) one percent of the total enrollment at each grade level in the school district; or (b) the number of school district resident students at that grade level enrolled in a nonresident school district in accordance with Minn. Stat. § 124D.03.
3. the applicant is not otherwise excluded by action of the school district because of previous conduct in another school district.

B. Standards that may be used for rejection of application. In addition to the provisions of Paragraph IIA, the school district may refuse to allow a pupil who is expelled under Minn. Stat. § 121A.45 to enroll during the term of the expulsion if the student was expelled for:

1. possessing, at school or a school function, a dangerous item, including a weapon, device, instrument, material, or substance, animate or inanimate,

that is used for, or is readily capable of, causing death or serious bodily injury;

2. possessing or using an illegal drug at school or a school function;
3. selling or soliciting the sale of a controlled substance while at school or a school function; or
4. committing a third-degree assault involving “assaulting another and inflicting substantial bodily harm”²².

C. Standards that may not be used for rejection of application. The school district may not use the following standards in determining whether to accept or reject an application for open enrollment;

1. previous academic achievement of a student;
2. athletic or extracurricular ability of a student;
3. disabling conditions of a student;
4. a student’s proficiency in the English language;
5. the student’s district of residence, except where the district of residence is directly included in an enrollment options strategy included in an approved achievement and integration program; or
6. previous disciplinary proceedings involving the student. This shall not preclude the school district from denying the application of a student who was expelled under Minn. Stat. §121A.45 for a reason stated in Paragraph II.B. or proceeding with exclusion as set out in Section F of this policy.

D. Application. The student and parent or guardian must complete and submit a “General Statewide Enrollment Options Application for K-12 and Early Childhood Special Education.” developed by the Minnesota Department of Education and available on the website (www.education.mn.gov) by clicking on “Students and Families” then “School Choice” and then “Open Enrollment”.

E. Lotteries. If a school district has more applications than available seats as a specific grade level, it must hold an impartial lottery following the January 15 deadline to determine which students will receive seats. The district must give priority to enrolling siblings of currently enrolled students, students whose applications are related to an approved integration and achievement plan, children of the school district’s staff, and students residing in that part of a municipality (a statutory or home rule charter city or town) where:

1. the student's resident district does not operate a school building;
2. the municipality is located partially or fully within the boundaries of at least five school districts;
3. the nonresident district in which the student seeks to enroll operates one or more school buildings within the municipality; and
4. no other nonresident, independent, special, or common school district operates a school building within the municipality.

The process for the school district lottery must be established by School Board policy and posted on the school district's website.

F. Exclusion.

1. Administrator's initial determination. If a school district administrator knows or has reason to believe that an applicant has engaged in conduct that has subjected or could subject the applicant to expulsion or exclusion under law or school district policy, the administrator will transmit the application to the superintendent with a recommendation of whether exclusion proceedings should be initiated.
2. Superintendent's review. The superintendent may make further inquiries. If the superintendent determines that the applicant should be admitted, he or she will notify the applicant and the School Board chair. If the superintendent determines that the applicant should be excluded, the superintendent will notify the applicant and determine whether the applicant wishes to continue the application process. Although an application may not be rejected based on previous disciplinary proceedings, the school district reserves the right to initiate exclusion procedures pursuant to the Minnesota Pupil Fair Dismissal Act as warranted on a case-by-case basis.

G. Termination of Enrollment

1. The school district may terminate the enrollment of a nonresident student enrolled under an enrollment options program pursuant to Minn. Stat. § 124D.03, or 124D.08 at the end of a school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy under Minn. Ch 260A, and the student's case has been referred to juvenile court. A "habitual truant" is a child under the age of 17 years who is absent from attendance at school without lawful excuse for seven school days if the child is in elementary school or for one or

more class periods on seven school days per school year if the child is in middle school, junior high school or high school, or a child who is 17 years of age who is absent from attendance at school without lawful excuse for one or more class periods on seven school days and who has not lawfully withdrawn from school under Minn. Stat. § 120A.22, Subd. 8.

2. The school district may also terminate the enrollment of a nonresident student 18 years of age or older if the student is absent without lawful excuse for one or more periods on 15 school days and has not lawfully withdrawn from school under Minn. Stat. § 120A.22, Subd. 8.
3. A student who has not applied for and been accepted for open enrollment pursuant to this policy and does not otherwise meet the residency requirements for enrollment may be terminated from enrollment and removed from school. Prior to removal from school, the school district will send to the student's parents/guardians a written notice of the school district's belief that the student is not a resident of the school district. The notice shall include the facts upon which the belief is based and notice to the parents/guardians of their opportunity to provide documentary evidence, in person or in writing, of residency to the superintendent or the superintendent's designee. The superintendent or the superintendent's designee will make the final determination as to the residency status of the student.

- H. Notwithstanding the requirement that an application must be approved by the School Board of the nonresident district, a student who has been enrolled in a district, who is identified as homeless, and whose parent or legal guardian moves to another district, or who is placed in foster care in another school district, may continue to enroll in the nonresident district without the approval of the School Board of nonresident district. The approval of the School Board of the student's resident district is not required.

Legal Reference: Minn. Stat. § 120A.22, Subd. 3(e) (Residency Determined)
Minn. Stat. § 120A.22, Subd. 8 (Withdrawal from School)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 124D.03, (Enrollment Options Program)
Minn. Stat. § 124D.08 (School Board Approval to Enroll in Nonresident District)
Minn. Stat. § 124D.68 (High School Graduation Incentives Program)
Minn. Ch. 260A (Truancy)
Minn. Stat. § 260C.007, Subd 19 (Habitual Truant Defined)
Minn. Opp Atty. Gen. No. 169-f (August 13, 1986)
Indep. Sch. District No. 623 v. Minn. Dept. of Educ., Co. No A05-361, 2005
WL 3111963 (Minn. App. 2005) (unpublished)

Cross Reference: WBLASB Policy 506 (Student Discipline)
WBLASB Policy 517 (Student Recruiting)
MSBA Service Manual, Chapter 5, Various Educational Programs

AGENDA ITEM: **Policy 612.1 Development of Parent and Family Engagement Policies for Title I Programs**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning;**
Tim Wald, Assistant Superintendent for Finance and Operations

BACKGROUND:

School Board Policy 612.1 Development of Parent and Family Engagement Policies for Title I Programs, 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 III and IV.

The purpose of this policy is to encourage and facilitate involvement by parents of students participating in the Title I educational programs.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 13, 2022 or a subsequent School Board meeting agenda for action.

Adopted: February 10, 2003
Revised: July 18, 2005
Revised: October 8, 2018
Revised: _____

*White Bear Lake Area
School District #624 Policy 612.1*

612.1 DEVELOPMENT OF PARENT AND FAMILY ENGAGEMENT POLICIES FOR TITLE I PROGRAMS

I. PURPOSE

The purpose of this policy is to encourage and facilitate involvement by parents of students participating in the Title I educational programs. The policy shall provide the framework for organized, systematic, ongoing, informed and timely parental involvement in decisions about the Title I services within the school district. The policy shall apply to parents of public or private school children who are school district residents or children who attend a District 624 school.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to plan and implement, with meaningful consultation with parents of participating children, programs, activities and procedures for the engagement of parents and families in its Title I programs, consistent with section 1116 of the Every Student Succeeds Act (ESSA.)
- B. The policy of the school district is to fully comply with 20 U.S.C. § 6318, which requires the school district to develop jointly with agree upon, and distribute to parents of children participating in Title I programs written parent and family engagement policies.

III. DEVELOPMENT OF DISTRICT LEVEL POLICY

The School Board will direct the administration to develop jointly with, agree upon with, and distribute to, parents of participating children a written parental involvement plan that will be incorporated into the school district's Title I plan. The plan will establish the expectations for parental involvement and describe how the school district will:

The School Board will direct the administration to develop jointly with, agree upon with, and distribute to parents and family members of participating children a written parent and family engagement policy that will be incorporated into the school district's Title I plan, developed under section 1112 of the ESSA. The policy will establish the expectations for meaningful parent and family involvement and describe how the school district will:

- A. Engage parents and family members in the joint development of the school district's Title I plan and the development of support and improvement plans;

- B. Coordinate technical assistance and other support that is necessary to build the capacity of staff in planning and implementing effective parent and family engagement activities to improve student academic achievement and school performance., This may include meaningful consultation with employers, business leaders, and philanthropic organizations, or individuals with expertise in effectively engaging parents and family members in education;
- C. Coordinate and integrate parent and family engagement strategies to the extent feasible and appropriate, with other relevant federal, state, and local laws and programs including public preschool programs;
- D. Conduct, with the meaningful involvement of parents and family members, an annual evaluation of the content and effectiveness of the parent and family engagement policy in improving the academic quality of the schools served, including identifying barriers to greater participation by parents in parental involvement activities with particular attention to parents who are economically disadvantaged, disabled, have limited English proficiency, or who are of a racial or ethnic minority background); the needs of parents and family members to assist with the learning of their children, including engaging with school personnel and teachers; and strategies to support successful school and family interactions;
- E. Use the findings of such evaluations to design evidence-based strategies for more effective parent and family engagement and to revise, if necessary, the district-level and school-level parent and family engagement policies; and
- F. Engage parents in the activities of the schools, which may include establishing a parent advisory committee comprised of a sufficient number and representative group of parents or family members served by the school district to adequately represent the needs of the population served by the school district for the purpose of developing, revising and reviewing the parent and family engagement policy.
- G. Engage parents and family members of children served in Title I, in decisions and how Title I, Part A funds reserved for parent and family engagement ~~in~~ **are** spent and ensure that no less than 90 percent of carry-over funds goes directly to Title I schools.

IV. DEVELOPMENT OF SCHOOL LEVEL POLICY

The administration of each school shall engage with parents and family members of Title I students during the development or revision of the parent engagement policy and through meaningful consultation agreed upon by such parents and families, that shall describe the means of carrying out the federal requirements of parent and family engagement. Parents shall be notified of the policy in an understandable and uniform format. To the extent practicable, the policy shall be provided in a language the parents

can understand. Such policy shall be made available to the local community and updated periodically to meet the changing needs of parents and the school.

- A. The policy will describe the means by which each school with a Title I program will:
1. Convene an annual meeting, at a convenient time, to which all parents of participating children shall be invited and encouraged to attend, to inform parents of their school's participation in Title I programs, and to explain to parents of participating children the program, its requirements, and their right to be involved;
 2. Offer a flexible number of meetings, such as meetings in the morning or evening, and may provide transportation, child care, or home visits, as such services relate to parental involvement.
 3. Engage parents in an organized, ongoing, and timely way in the planning, review, and improvement of the parental engagement programs, including the planning, review, and engagement of the school's parent and family engagement plan and the joint development of the school-wide program plan, except that if a school has in place a process for engaging parents in the joint planning and design of the school's programs, the school may use that process, if such process includes an adequate representation of parents of participating children;
 4. Provide parents of participating children with timely information about Title I programs; including a description and explanation of the curriculum in use at the school, the forms of academic assessment used to measure student progress, and the achievement levels of the challenging state academic standards; if requested by parents, opportunities for regular meetings to formulate suggestions, and to participate, as appropriate in decisions relating to the education of their children, and to respond to any such suggestions as soon as practicably possible; and
 5. If the school-wide program plan is not satisfactory to the parents of participating children, include all parent comments regarding the plan when it is submitted to the school district.
- B. As a component of this plan, each school shall jointly develop with parents a school/parent compact which outlines how parents, staff, and students will share the responsibility for improved student academic achievement and the means by which the school and parents will build and develop a partnership to help children achieve the state's high standards. The compact will:
1. Declare the school's responsibility to provide high-quality curriculum and instruction in a supportive and effective learning environment that enables

participating students to meet state student academic achievement standards;

2. Describe the ways parents will be responsible for supporting **their** ~~his or her~~ child's learning by monitoring school attendance and homework completion, monitoring television watching, volunteering in **their** ~~his or her~~ child's classroom, and participating, as appropriate, in decisions relating to **their** ~~his or her~~ child's education and use of extracurricular time.
 3. Address the importance of communication between teachers and parents on an on-going basis through the use of:
 - a. Annual parent-teacher conferences to discuss the compact and the child's achievement;
 - b. Frequent progress reports to the parents;
 - c. Reasonable access to staff and opportunities to volunteer, participate, in the child's class, and observe in the child's classroom; and
 - d. Regular two-way, meaningful communication between family members and school staff and, to the extent practicable, in a language that family members can understand.
- C. To ensure effective engagement of parents and to support a partnership among the school, parents, and community to improve student academic achievement, the policy will describe how each school and the school district will:
1. Provide assistance to participating parents in understanding such topics as the state's academic content and achievement standards, state and local academic assessments, and the parent and family engagement rights of Title I requirements, and also how to monitor a child's progress and work with educators to improve the achievement of their children;
 2. Provide materials and training to assist parents in working with their children to improve their children's achievement, such as literacy training and using technology, as appropriate, to foster parental engagement;
 3. Educate school staff, with the assistance of parents, in the value and utility of contributions of parents and in how to reach out to, communicate with, and work with parents as equal partners, implement and coordinate parent programs, and build ties between parents and school;

4. Coordinate and integrate parental engagement programs and activities with other federal, state, and local programs, including public preschool programs, and conduct other activities that encourage and support parents in more fully participating in the education of their children to the extent feasible and appropriate;
 5. Ensure, to the extent practicable, that information about school and parent meetings, programs, and activities is sent to the parents of participating children in a format and, to the extent practicable, in a language the parents can understand; and
 6. Provide such other reasonable support for parental engagement activities as requested by parents.
- D. The plan will also describe the process to be taken if the school district and school choose to:
1. Engage parents in the development of training for school staff to improve the effectiveness of such training;
 2. Provide necessary literacy training with funds received under Title I programs if all other funding has been exhausted;
 3. Pay reasonable and necessary expenses associated with parental involvement activities, including transportation and childcare costs, to enable parents to participate in school-related meetings and training sessions;
 4. Train parents to enhance the involvement of other parents;
 5. Arrange meetings at a variety of times or conduct in-home conferences between teachers or other educators, who work directly with participating children, and parents who are unable to attend such conferences at school in order to maximize parental involvement and participation in school-related activities;
 6. Adopt and implement model approaches to improving parental involvement;
 7. Develop appropriate roles for community-based organizations and business in parental involvement activities; and
 8. Establish a district-wide parent advisory council to provide advice on all matters related to parental involvement in Title I programs.

- E. To carry out the requirements of parent and family engagement, the school district and schools, to the extent practicable, will provide opportunities for the informed participation of parents and family members (including parents and family members who have limited English proficiency, parents and family members with disabilities, and parents and family members of migratory children) including providing information and school reports in a format and, to the extent practicable, in a language that is understandable by the parents.
- F. The school district and each school shall inform parents and parent organizations of the existence of family engagements in education programs.

The policies will be updated periodically to meet the changing needs of parents and the school.

Legal References: 20 U.S.C. § 6319 (Parent and Family Engagement)

Cross References:

AGENDA ITEM: **Policy 649, Early Admission Into Kindergarten**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning;**
Tim Wald, Assistant Superintendent for Finance and Operations

BACKGROUND:

School Board Policy 649, Early Admission Into Kindergarten, 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 provide guidance for early admission to White Bear Lake Area Schools for a student who has not met the kindergarten age requirements established in statute.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 13, 2022 or a subsequent School Board meeting agenda for action.

Adopted: November 9, 2015
Revised: _____

White Bear Lake Area
School District #624 Policy 649

No Updates Recommended

649 EARLY ADMISSION INTO KINDERGARTEN

I. PURPOSE

The purpose of this policy is to provide guidance for early admission to White Bear Lake Area Schools for a student who has not met the kindergarten age requirements established in statute.

II. GENERAL STATEMENT OF POLICY

Pursuant to Minnesota Statute 2012, Section 124D.02, subdivision 1, the White Bear Lake Area School Board chooses to provide opportunities for children who have not reached the age of five (5) years by September 1 in any year to be considered for early admission into kindergarten for that year upon application by the parent/guardian and successfully meeting the District's requirements.

- A. Kindergarten enrollment. Entrants, in general, must be five (5) years of age by September 1 of the current school year.
 1. Children born between September 2 through October 31 who, after a comprehensive evaluation in cognitive, social, and emotional development domains, have been determined by District staff to have demonstrated superior cognitive ability, above average social and emotional maturity, and have led District staff to determine that the child has the ability to satisfactorily meet kindergarten expectations and the ability to progress to first grade in the subsequent year may be admitted if qualified under provisions specified below.
 - a. Testing, information obtained from a parent/guardian, and teacher observations of the child's knowledge, skills, and abilities will be used to determine placement. The comprehensive evaluation will use valid and reliable instruments and be aligned with Minnesota's kindergarten expectations in addition to the expectations noted above.
 - b. Students are required to undergo an evaluation administered by a School District school psychologist.
 - c. Students are required to be current on immunizations and, for students seeking admission into kindergarten, must undergo early childhood health and developmental screening.

- d. Parent(s)/guardian(s) are required to complete a child development inventory as selected by District personnel.
- e. Costs associated with individual student testing will be borne by the student's parent(s)/guardian(s).
- f. The final decision for determining early entrance will be made by District personnel after the evaluation is concluded.
- g. The Superintendent (or designee) will establish a timeline and procedures to administer this policy.

Legal Reference:

Minn. Stat. § 120A.20 (Admission to Public School)
Minn. Stat. § 124D.02 (School Board Powers; Enrollment)

AGENDA ITEM: **Policy 701, Establishment and Adoption of School District Budget**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 701, Establishment and Adoption of School District Budget, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes recommended to this policy are in sections II, III, and IV.

The purpose of this policy is to establish lines of authority and procedures for the establishment of the school district's revenue and expenditure budgets.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 13, 2022 or a subsequent School Board meeting agenda for action.

Adopted: April 28, 1997
Revised: August 27, 2001
Revised: September 11, 2006
Revised: November 8, 2007
Revised: November 13, 2017

White Bear Lake Area
School District #624 Policy 701
Revised: December 10, 2012
Revised: _____

701 ESTABLISHMENT AND ADOPTION OF SCHOOL DISTRICT BUDGET

I. PURPOSE

The purpose of this policy is to establish lines of authority and procedures for the establishment of the school district's revenue and expenditure budgets.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to establish its revenue and expenditure budgets in accordance with the applicable provisions of law. Budget planning is an integral part of program planning so that the annual budget will effectively express and implement **S**school **B**board goals and the priorities of the school district.

III. REQUIREMENT

- A. The superintendent or appointed designee shall each year prepare preliminary revenue and expenditure budgets for review by the school board or its designated committee or committees. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the **S**school **B**board and the public. The **S**school **B**board shall review the projected revenues and expenditures for the school district for the next fiscal year and make such adjustments in the expenditure budget as necessary to carry out the education program within the revenues projected.
- B. The school district must maintain separate accounts to identify revenues and expenditures for each building. Expenditures shall be reported in compliance with Minn. Stat. § 123B.76.
- C. Prior to July 1 of each year, the **S**school **B**board shall approve and adopt its initial revenue and expenditure budgets for the next school year. The adopted expenditure budget document shall be considered the **S**school **B**board's expenditure authorization for that school year. No funds may be expended for any purpose in any school year prior to the adoption of the budget document which authorizes that expenditure for that year, or prior to the adoption of an amendment to that budget document by the **S**school **B**board to authorize that expenditure for that year.

- D. Each year, the school district shall publish its adopted revenue and expenditure budgets for the current year, the actual revenues, expenditures and fund balances for the prior year, and the projected fund balances for the current year in the form prescribed by the Commissioner within one week of the acceptance of the final audit by the **S**school **B**board, or November 30, whichever is earlier. A statement shall be included in the publication that the complete budget in detail may be inspected by any resident of the school district upon request to the superintendent. A summary of this information and the address of the school district's official website where the information can be found must be published in a newspaper of general circulation in the school district. At the same time as this publication, the school district shall publish the other information required by Minn. Stat §123B.10.
- E. At the public hearing on the adoption of the school district's proposed property tax levy, the **S**school **B**board shall review its current budget and the proposed property taxes payable in the following calendar year.
- F. The school district must also post the materials specified in Paragraph III.D. above on the school district's official website, including a link to the school district's school report card on the Minnesota Department of Education's website, and publish a summary of information and the address of the school district's website where the information can be found in a qualified newspaper of general circulation in the district.

IV. IMPLEMENTATION

- A. The **S**school **B**board places the responsibility for administering the adopted budget with the superintendent. The superintendent may delegate duties related thereto to other school officials, but maintains the ultimate responsibility for this function.
- B. The program-oriented budgeting system will be supported by a program-oriented accounting structure organized and operated on a fund basis as provided for in Minnesota statutes through the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS).
- C. The superintendent or appointed designee is authorized to make payments of claims or salaries authorized by the adopted or amended budget prior to **S**school **B**board approval.
- D. Supplies and capital equipment can be ordered prior to budget adoption only by authority of the superintendent or appointed designee. If additional personnel are provided in the proposed budget, actual hiring may not occur until the budget is adopted unless otherwise approved by the **S**school **B**board. Other funds to be expended in a subsequent school year may not be encumbered prior to budget adoption unless specifically approved by the **S**school **B**board.

- E. The school district shall make such reports to the Commissioner as required relating to initial allocations of revenue, reallocations of revenue and expenditures of funds.

Legal References: Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat §123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)

Cross References: WBLASB Policy 701.1 (Modification of School District Budget)
WBLASB Policy 702 (Accounting)
MSBA Service Manual, Chapter 7, Education Funding

AGENDA ITEM: **Policy 702, Accounting**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 702, Accounting, 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 adopt the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts provided for in guidelines adopted by the Minnesota Department of Education.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 13, 2022 or a subsequent School Board meeting agenda for action.

Adopted: April 28, 1997
Revised: August 25, 2003
Revised: November 8, 2007
Revised: December 10, 2012
Revised: _____

White Bear Lake Area
School District #624 Policy 702

Revised: December 12, 2016

No Updates Recommended

702 ACCOUNTING

I. PURPOSE

The purpose of this policy is to adopt the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts provided for in guidelines adopted by the Minnesota Department of Education.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to comply with the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts.

III. MAINTENANCE OF BOOKS AND ACCOUNTS

The school district shall maintain its books and records and do its accounting in compliance with the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS) provided for in the guidelines adopted by the Minnesota Department of Education, and in compliance with applicable state laws and rules relating to reporting of revenues and expenditures.

IV. PERMANENT FUND TRANSFERS

Unless otherwise authorized pursuant to Minn. Stat. § 123B.80, as amended, or any other law, fund transfers shall be made in compliance with UFARS and permanent fund transfers shall only be made in compliance with Minn. Stat. §123B.79, as amended, or other applicable statute.

V. REPORTING

The School Board shall provide for an annual audit of the books and records of the school district to assure compliance of its records with UFARS. Each year, the school district shall also provide for the publication of the financial information specified in Minn. Stat. § 123B.10 in the manner specified therein.

Legal References: Minn. Stat. § 123B.02 (School District Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.14, Subd. 7 (Duties of School Board Clerk)

Minn. Stat. § 123B.75 (Revenue)
Minn. Stat. § 123B.76 (Expenditures)
Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)
Minn. Stat. § 123B.78 (Cash Flow, Revenues, Borrowing Deficits)
Minn. Stat. § 123B.79 (Permanent Fund Transfers)
Minn. Stat. § 123B.80 (Exceptions for Permanent Fund Transfers)

Cross References: WBLASB Policy 703 (Annual Audit)
MSBA Service Manual, Chapter 7, Education Funding

AGENDA ITEM: **Policy 732, Credit Card Usage**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 732, Credit Card Usage, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes recommended to this policy are in section III.

The purpose of this policy is to control the use of credit cards and to ensure the proper usage of credit cards.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 13, 2022 or a subsequent School Board meeting agenda for action.

732 CREDIT CARD USAGE

I. PURPOSE

The purpose of this policy is to control the use of credit cards and to ensure the proper usage of credit cards.

II. GENERAL STATEMENT

Credit card usage shall be consistent with state law and follow recommendations made by the district's auditors and the Minnesota Office of the State Auditor.

III. CREDIT CARD USAGE

- A. The School Board shall authorize the superintendent or designee to ~~annually~~ identify the employees who are authorized to make purchases on behalf of the district. Credit cards shall only be used by those employees authorized to make purchases.
- B. Purchases made with a credit card must be consistent with state law and guidance from the Minnesota Office of the State Auditor.
- C. The authority to use credit cards does not authorize the creation of a new form of debt for the district; credit cards are to be considered another form of authorized payment. Credit card balances shall be paid off on a monthly basis by the employees authorized to use the cards.
- D. Purchases shall be limited to purchases that are made in the regular course of business and for business travel expenses incurred by authorized credit card users. Travel expenses shall include meals, lodging, conference registration, transportation and parking.
- E. Credit card charges shall be limited to ~~\$2,500~~ \$25,000 per transaction. Any authorized employee who desires to use a credit card to make a purchase greater than this amount must seek prior approval from the superintendent or the district's chief financial officer.
- F. All receipts and other supporting documents must be submitted to the district's finance ~~business~~-office in a timely manner for review and approval. Itemized receipts are required for substantiation of credit card usage. If the school district does not authorize a credit card purchase, the employee who made the purchase will be personally liable for the amount of purchase.

- G. Given that listing only the credit card company on a claims list would merely identify the method of payment, a claims list must identify the vendors providing the goods or services. Invoices and receipts must be retained and submitted to support the items charged in the bill from the credit card company.
- H. The purchase of non-business related and/or personal items and services is prohibited. Credit cards shall not be used for cash advances. The purchase of alcoholic beverages and tobacco is prohibited.
- I. If a credit card is lost or stolen, the authorized user shall notify the district's **finance** ~~business~~ office immediately.
- J. The district shall not issue debit cards because debit cards allow funds to be immediately withdrawn from the district's financial account, provide fewer protections than credit cards and circumvent statutory claims approval safeguards.
- K. All authorized users are required to provide a signed, written acknowledgement of the district's credit card policy prior to the use of a district issued credit card.

Cross Reference: *Minnesota Office of the State Auditor Statement of Position on Credit Card Use and Policies, February 2014.*

E. OPERATIONAL ITEMS

AGENDA ITEM: **Tentative Agreement 2021-23 Contract with IUOE Local Unit #70 Transportation Unit**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The District has reached a tentative agreement with IUOE Local Unit #70 Transportation Employees. The unit ratified the tentative agreement for 2021-23. The Board has received a summary sheet of the proposed salary/benefits and language changes. Matt Mons, Director of Human Resources will be available to answer questions.

RECOMMENDED ACTION:

Approve the proposed 2021-23 Master Agreement with the IUOE Local Unit #70 Transportation Employees by passing the following resolution.

RESOLUTION:

WHEREAS, the parties have reached a tentative agreement on the July 1, 2021 - June 30, 2023 Contract;

WHEREAS, the Transportation Employees have ratified the Contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District No. 624 approves the 2021-23 Agreement and authorized the Chair and Clerk to execute the Agreement on behalf of the School Board.

AGENDA ITEM: **Tentative Agreement 2021-23 Contract with
IUOE Local Unit #70 Custodial Unit**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The District has reached a tentative agreement with IUOE Local Unit #70 Custodial Employees. The unit ratified the tentative agreement for 2021-23. The Board has received a summary sheet of the proposed salary/benefits and language changes. Matt Mons, Director of Human Resources will be available to answer questions.

RECOMMENDED ACTION:

Approve the proposed 2021-23 Master Agreement with the IUOE Local Unit #70 Custodial Employees by passing the following resolution.

RESOLUTION:

WHEREAS, the parties have reached a tentative agreement on the July 1, 2021 - June 30, 2023 Contract;

WHEREAS, the Custodial Employees have ratified the Contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District No. 624 approves the 2021-23 Agreement and authorized the Chair and Clerk to execute the Agreement on behalf of the School Board.

AGENDA ITEM: **Action on Resolution Providing that School Board General Elections Held After 2021 Shall Be Held in the Even-Numbered Years; Establishing a Transition Plan**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

White Bear Lake Area Schools (WBLAS) currently holds its school board elections in the odd year. According to the Minnesota School Boards Association (MSBA), 303 Minnesota school districts hold school board elections in even years while 29 hold school board elections in odd years. Back in 2002, 172 Minnesota school districts held school board elections in the even year, with 168 in the odd year. After the Help America Vote Act of 2002, many school districts in Minnesota shifted to even year school board elections due to new technological requirements and the associated costs.

Another reason cited by MSBA as a significant reason for the shift was low voter turnout in odd year school board elections, citing a typical range of 1%-15% voter turnout in a typical school board election as opposed to the approximately 85% statewide voter turnout in even years. Since 2010, voter turnout in WBLAS elections has ranged from a low of 10% of registered voters in 2015 to a high of 34% in 2019 when the bond referendum was on the ballot in addition to the school board member positions.

At the work session in August 2020, we discussed the possibility of making the change from odd year to even year school board elections. We also discussed no longer participating in primary elections. This information was shared at that time:

Nine out of 332 Minnesota school districts take part in the primary system, according to MSBA. WBLAS last conducted a primary in 2015, and voter turnout was between 1-2% of registered voters, according to then Ramsey County Elections Manager Joe Manskey. The cost of conducting that primary election was approximately \$30,000. WBLAS is the only school district in Ramsey County that has a school district primary, St. Paul Public Schools discontinued the practice in 2011. Due to the low level of public interest and the cost to conduct a primary election, Mr. Manskey at that time recommended that we consider discontinuing this practice.

At the October 12, 2020 meeting, the School Board acted on the recommendation to no longer participate in the primary election system. At that time, we also decided to bring the odd/even year discussion forward at a future meeting.

RECOMMENDED ACTION:

Approve the Action on Resolution Providing that School Board General Elections Held After 2021 Shall Be Held in the Even-Numbered Years; Establishing a Transition Plan as recommended.

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

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 624 was held on the ___ day of _____, 20___, at 5:30 p.m.

The following Board members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION PROVIDING THAT
SCHOOL BOARD GENERAL ELECTIONS HELD AFTER 2021
SHALL BE HELD IN THE EVEN-NUMBERED YEARS;
ESTABLISHING A TRANSITION PLAN**

WHEREAS, the School Board has previously determined that the school district should hold its general election in November of the odd-numbered year in 1999 and thereafter; and

WHEREAS, the School Board now believes that voter participation would be greater and election administration easier if school district general elections were held in conjunction with state general elections in November of the even-numbered year; and

WHEREAS, Laws 1994, Chapter 646, Section 26, Subdivision 1, provides that a political subdivision that initially chooses odd-numbered year elections and later determines to change to even-numbered year elections may do so by the adoption of a new resolution that contains an orderly plan for the transition;

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

1. School Board general elections held after 2021 in Independent School District No. 624 shall be held on the first Tuesday after the first Monday in November of the even-numbered year.
2. The terms of office of School Board members that would otherwise expire on the first Monday of January, 2024 if elections were held in the odd-numbered year (2023) shall be

AGENDA ITEM: **Action on Bid for SC Phase 2 Security Package**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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 SC Phase 2 Security Package. Bids were opened on April 27, 2022. After reviewing the bids with our Project Engineer at True North Consulting Group, it is recommended we award the bid to the low bidder, Gephart Electric Company, Inc, with a bid of \$448,195. The highest bid for the project was \$489,945.

RECOMMENDED ACTION:

Accept the overall bid for the SC Phase 2 Security Package as presented to Gephart Electric Company, Inc. in the amount of \$448,195.



May 04, 2022

Dan Roeser
White Bear Lake Area Schools

Re: White Bear Lake Area Schools District Wide Security Upgrades, South Campus - Letter of Recommendation for Bid Award

Dan,
On April 27, 2022 the District received bids from All State Communications for \$489,945, Gephart for \$448,195 and Pro-Tec for \$483,203.45.

The bid pack included complete building wide interior/exterior video surveillance systems, electronic access door control systems, door hardware, door intercom systems, intrusion detection systems, and lock down systems for the South Campus including the areas under construction. This project included an additional video server to handle the new cameras and will connect to the existing access control servers.

True North Consulting Group (TNCG) has evaluated the bids received by the three companies and all meet the minimum qualifications and submitted all the correct documents. Based on the bids received with Gephart being the lowest responsible bidder, TNCG recommends the District pursue a contract with Gephart for \$448,195.

Gephart meets or exceeds all the minimum level of qualifications and certifications required to install, support and service the District's Avigilon security systems and the Bosch intrusion detection system. Gephart also acknowledged all addenda as well as provided their bid bond, insurance, Minnesota responsible contractor forms and is a union contractor who exceeds prevailing wages.

Thank you,

Brandon Frazier
Director | Security Technologies
True North Consulting Group

WBLAHS South Campus Phase 2 Security - Bid Tab Sheet

Bids received by 2:00pm on 4-27-22

Bidder	Bid Amount	Addendums	Bid Bond	Insurance	Responsible Contractor Forms	Technology Useage Agreement	Tennessee Notice	Qualifications
All State	489,945.00	X	X	X	X	X	X	X
Gephart	448,195.00	X	X	X	X	X	X	X
Pro-Tec	483,203.45	X	X	X	X	X	X	X

AGENDA ITEM: **Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse**

MEETING DATE: **May 9, 2022**

SUGGESTED DISPOSITION: **Operation 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, had a first reading in April and is being recommended for a second 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.

RECOMMENDED ACTION:

Approve School Board Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse, as recommended by the School Board Policy Committee and Cabinet.

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: **May 9, 2022**

SUGGESTED DISPOSITION: **Operational 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.

RECOMMENDED ACTION:

Approve School Board Policy 415, Mandated Reporting of Maltreatment of Vulnerable Adults, as recommended by the School Board Policy Committee and Cabinet.

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: **May 9, 2022**

SUGGESTED DISPOSITION: **Operational 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, had a first reading in April and is being recommended for a second 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.

RECOMMENDED ACTION:

Approve School Board Policy 427, Workload Limits for Certain Special Education Teachers, as recommended by the School Board Policy Committee and Cabinet.

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: **May 9, 2022**

SUGGESTED DISPOSITION: **Operational 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, had a first reading in April and is being recommended for a second 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).

RECOMMENDED ACTION:

Approve School Board Policy 508, Extended School Year for Certain Students With Individualized Education Programs, as recommended by the School Board Policy Committee and Cabinet.

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: **May 9, 2022**

SUGGESTED DISPOSITION: **Operational 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, had a first reading in April 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.

RECOMMENDED ACTION:

Adopt School Board Policy 534, Unpaid Meal Charges, as recommended by the School Board Policy Committee and Cabinet.

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: **May 9, 2022**

SUGGESTED DISPOSITION: **Operational 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, had a first reading in April and is being recommended for a second 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.

RECOMMENDED ACTION:

Approve School Board Policy 707, Transportation of Public School Students, as recommended by the School Board Policy Committee and Cabinet.

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		
<u>Grades K-5</u>	<u>1 mile</u>		
<u>Grades 6-12</u>	<u>1.5 miles</u>		

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: **May 9, 2022**

SUGGESTED DISPOSITION: **Operational 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, had a first reading in April and is being recommended for a second 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.

RECOMMENDED ACTION:

Approve School Board Policy 710, Extracurricular Transportation, as recommended by the School Board Policy Committee and Cabinet.

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: **May 9, 2022**

SUGGESTED DISPOSITION: **Operational 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, had a first reading in April and is being recommended for a second 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.

RECOMMENDED ACTION:

Approve School Board Policy 711, Videotaping on School Buses, as recommended by the School Board Policy Committee and Cabinet.

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: **May 9, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 712, Video Surveillance Other Than On Buses, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in April and is being recommended for a second 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.

RECOMMENDED ACTION:

Approve School Board Policy 712, Video Surveillance Other Than On Buses, as recommended by the School Board Policy Committee and Cabinet.

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