

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
MEETING PACKET**

October 10, 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: October 5, 2022

A meeting of the White Bear Lake Area School Board will be held on **Monday, October 10, 2022** at 5:30 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN. This meeting is open to the public.

AGENDA

A. PROCEDURAL ITEMS

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve Agenda
5. Consent Agenda
 - a) Approval of Minutes
 - b) Payment of Invoices
 - c) Correspondence
 - d) Acceptance of Gifts
 - e) Approve Field Trips
 - f) Human Resources Items
 - g) Quarterly Investment Report

B. PUBLIC FORUM

During the Public Forum any person may address the School Board on a topic of interest or concern. Listed below are the procedures.

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

be submitted to the following email address: publiccomment@isd624.org, or by phone at 651-407-7563.

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

C. INFORMATION ITEMS

1. Student Recognition
2. Superintendent's Report
3. Capital Projects Levy Presentation

D. DISCUSSION ITEMS

1. First Reading of School Board Policies:
 - a. 301, School District Administration
 - b. 302, Superintendent
 - c. 303, Superintendent Selection
 - d. 304, Superintendent Contract, Duties and Evaluation
 - e. 305, Policy Implementation
 - f. 306, Administrator Code of Ethics
 - g. 422, Policies Incorporated by Reference
 - h. 423, Employee-Student Relations
 - i. 520, Student Surveys
 - j. 522, Student Sex Nondiscrimination
 - k. 523, Policies Incorporated by Reference

E. OPERATIONAL ITEMS

1. Action on Bids for High School Interior Room Signage
2. Action on School Board Policies:
 - a. 506, Student Discipline

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **October 10, 2022**
SUGGESTED DISPOSITION: **Action Items**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

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

Consent Agenda

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

RECOMMENDED ACTION:

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

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **October 10, 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, September 12, 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: Newmaster, Thompson, Arcand, Beloyed, Daniels, Ellison.
Absent: Streiff Oji.
Ex-Officio: Dr. Wayne Kazmierczak.
3. Pledge of Allegiance.
4. Newmaster moved and Daniels seconded to approve the agenda as presented.
Voice vote: Ayes, Newmaster, Thompson, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.
5. Induction of Student Representatives - Lauren Collier and Arianna Vann-Cook were introduced as the School Board Student Representatives for the 2022-2023 school year.
6. Beloyed moved and Thompson seconded to approve the consent agenda consisting of:
 - a) Minutes for regular Board meeting on August 8, 2022, and August 22, 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**

SHAWN CHANDLER – Paraeducator - WBLAHS- North Campus

Employed by District 624 since 11/05/2021

Effective Date: 07/01/2022

LAURIE CINCOTTA – Paraeducator - Central Middle School

Employed by District 624 since 10/17/2016

Effective Date: 08/19/2022

JILL EHLE – Paraeducator - WBLAHS- South Campus

Employed by District 624 since 09/02/2012

Effective Date: 09/07/2022

JACOB FARRINGTON – Paraeducator - Hugo Elementary

Employed by District 624 since 09/07/2021

Effective Date: 07/27/2022

COREEN FREEMAN – Paraeducator - WBLAHS- North Campus

Employed by District 624 since 09/02/2002

Effective Date: 09/02/2022

MICHELLE GONZALEZ – Bus Driver - Bus Garage

Employed by District 624 since 03/28/2022

Effective Date: 09/06/2022

NELDA HENDERSON – Paraeducator - WBLAHS- South Campus

Employed by District 624 since 01/21/2015

Effective Date: 07/01/2022

CHRISTINA HUEBSCHER – Lunchroom Supervisor - Oneka Elementary

Employed by District 624 since 09/08/2021

Effective Date: 06/10/2022

ANNA KANG – Paraeducator - Central Middle School

Employed by District 624 since 09/23/2020

Effective Date: 06/10/2022

ANTHONY KROMVIG – Custodian - Sunrise Park Middle School

Employed by District 624 since 10/07/2019

Effective Date: 08/24/2022

ABBY MAAS – Paraeducator - Normandy Park

Employed by District 624 since 08/30/2021

Effective Date: 06/13/2022

AMY MARANDA – Nutrition Service Assistant - Central Middle School

Employed by District 624 since 03/28/2022

Effective Date: 09/06/2022

APRIL MONIGOLD – Nutrition Service Assistant Manager - WBLAHS - South Campus

Employed by District 624 since 10/17/2016

Effective Date: 09/05/2022

ASHLEY MUELLER – Paraeducator - Normandy

Employed by District 624 since 09/07/2001

Effective Date: 07/29/2022

KATHERINE RALEIGH – Health Assistant - Matoska Elementary

Employed by District 624 since 08/31/2020

Effective Date: 09/01/2022

NICOLE SCHAFFER – Paraeducator - Lakeaires Elementary

Employed by District 624 since 09/05/2017

Effective Date: 06/10/2022

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

Employed by District 624 since 02/08/2022

Effective Date: 08/16/2022

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

KARLA CUMMINS – Social Studies Teacher - WBLAHS - South Campus

Employed by District 624 since 09/06/1996

Effective Date: 06/13/2022

KAY ZWIERS – Special Education Teacher - Otter Lake Elementary

Employed by District 624 since 09/16/2019

Effective Date: 06/13/2022

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

NANCY BERNSTEIN – Preschool Teacher - Vadnais Heights Elementary
Employed by District 624 since 8/25/2014
Effective Date: 06/03/2022

➤ **CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**

SUSAN BOWEN – NS Assistant Manager - WBLAHS - South Campus
Increase in hours from 28.75 per week to 35 per week
Effective Date: 09/05/2022

JOANNE FORSYTHE – ELL Assistant - Central Middle School
Decrease in hours from 32 hrs per week to 30 hrs per week
Effective Date: 09/05/2022

JESSE KELLEY – From Media Clerk- Central Middle School
To Media Clerk - Otter Lake Elementary
\$21.10 per hr., 30 hrs. per wk., \$ 23,547.60
Effective Date: 08/29/2022

LAURA POORE – OST Program Assistant - Lakeaires Elementary
From 40 hrs. Per wk. To 20 hrs. per wk.
Effective Date: 09/06/2022

KRISTIN RASCHICK – From Production Clerk- WBLAHS - South Campus
To Media Clerk & Lunchroom Supervisor - Willow Lane Elementary
\$21.10 per hr., 27.5 hrs. per wk., \$21,401.30
Effective Date: 08/29/2022

JESSE REYNOLDS – From Student Supervisor- WBLAHS - South Campus
To Paraeducator - Lincoln Elementary
\$22.29 per hr., 32.5 hrs. per wk., \$26,079.30
Effective Date: 09/05/2022

GABRIELLE SCHLOSSER – NS Assistant - Central Middle School
Increase in hours from 18.75 per week to 21.25 per week
Effective Date: 09/05/2022

➤ **CHANGE IN ASSIGNMENT – CERTIFIED STAFF**

RYAN ABRAHAMSON –Special Education Teacher - Central Middle School
From Paraeducator - Birch to Special Education Teacher - Central Middle School
Effective Date: 08/29/2022

CHRISTOPHER OSWALD –Special Education Teacher - WBLAHS - North Campus
From Paraeducator - Central to Special Education Teacher WBLAHS - North Campus
Effective Date: 08/29/2022

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

KRISTI GILE – From Special Education Teacher - Birch Lake Elementary
To Child and Family Advocate - Normandy Park
From .5 To 1.0 FTE
Effective Date: 08/29/2022

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

KATHRYN ALTHOF – Music Teacher - Sunrise Park & WBLAHS - South
Position 1.0 FTE (Leave .2 FTE)
Effective Date: 2022-2023 School Year

➤ **NEW PERSONNEL – CLASSIFIED STAFF**

ASHLEY ANDERSON – Student Supervisor - WBLAHS - South Campus
\$20.61 per hr., 32.5 hrs. per wk.

Effective Date: 08/29/2022

CHRISTOPHER ANDERSON – Lunchroom/Playground Supervisor - Oneka Elementary

\$19.32 per hr., 15 hrs. per wk.

Effective Date: 09/06/2022

CHRISTOPHER ANDERSON – OST Program Assistant - Oneka Elementary

\$18.50 per hr., 16.25 hrs. per wk.

Effective Date: 09/06/2022

HOPE ARMSTRONG – Paraeducator - Normandy Park

\$20.61 per hr., 12 hrs. per wk.

Effective Date: 09/06/2022

HOPE ARMSTRONG – Instructional Assistant - Normandy Park

\$20.12 per hr., 6 hrs. per wk.

Effective Date: 09/06/2022

MADELINE BAHNEMANN – Behavior Management Para - North Star & Oneka Elementary

\$20.61 per hr., 32.5 hrs. per wk.

Effective Date: 09/06/2022

SARAH CONNEL – Paraeducator - TEC

\$20.61 per hr., 30 hrs. per wk.

Effective Date: 09/06/2022

KERIANN CROWTHER – Lunchroom Supervisor - Central Middle School

\$19.32 per hr., 12.5 hrs. per wk.

Effective Date: 09/06/2022

KERIANN CROWTHER – OST Program Assistant - Birch Lake & Matoska Elementary

\$18.50 per hr., 22.5 hrs. per wk.

Effective Date: 09/06/2022

AMANDA FISCHER – Instructional Assistant - Normandy Park

\$20.12 per hr., 28.75 hrs. per wk.

Effective Date: 09/12/2022

TROY GAMBONI – Bus Driver - District Wide

\$21.45 per hr., 35.5 hrs. per wk.

Effective Date: 09/01/2022

KRISTIN GARNER – Lunchroom/Playground Supervisor - Oneka Elementary

\$19.32 per hr., 15 hrs. per wk.

Effective Date: 09/06/2022

JENNIFER GREENE – Tier 1 Technician - Birch Elementary & WBLAHS - North Campus

\$24.75 per hr., 40 hrs. per wk.

Effective Date: 08/29/2022

JOSEPH GUSTAFSON – Part-Time Custodian - Central Middle School & ALC

\$20.20 per hr., plus .30 Shift differential., 27.5 hrs. per wk.

Effective Date: 09/06/2022

ROBERT HALL – Custodian - Sunrise Park Middle School

\$20.20 per hr., plus .30 Shift differential., 40 hrs. per wk.

Effective Date: 09/14/2022

STEVEN KLEIST – Paraeducator - Oneka Elementary

\$20.61 per hr., 32.5 hrs. per wk.

Effective Date: 09/06/2022

NATHAN JOHNSON – Student Supervisor - WBLAHS - South Campus

\$20.61 per hr., 32.5 hrs. per wk.

Effective Date: 09/06/2022

ROXANNE JOHNSON – Part-Time Nutrition Services - Sunrise Park Middle School

\$17.50 per hr., 17.5 hrs. per wk.

Effective Date: 09/06/2022

SARAH JOHNSON – Part-Time Nutrition Services - WBLAHS - South Campus

\$17.50 per hr., 18.75 hrs. per wk.

Effective Date: 09/06/2022

AMANDA JOSEPHSON – Paraeducator - Normandy Park

\$20.61 per hr., 24hrs. per wk.

Effective Date: 09/19/2022

KYLEE KWAPIS – Bus Aide - District Wide

\$19.26 per hr., 25 hrs. per wk.

Effective Date: 09/06/2022

ROSA LARSON – Paraeducator - Normandy Park

\$20.61 per hr., 24 hrs. per wk.

Effective Date: 09/06/2022

LAURA LEDER – Part-Time Nutrition Services - WBLAHS - South Campus

\$17.50 per hr., 18.75 hrs. per wk.

Effective Date: 09/06/2022

KATHRYN LEHMAN – Bus Aide - District Wide

\$19.26 per hr., 25 hrs. per wk.

Effective Date: 09/06/2022

MADISON LIBRA – Lunchroom/Playground Supervisor - Birch Lake Elementary

\$19.32 per hr., 10 hrs. per wk.

Effective Date: 09/12/2022

MADISON LIBRA – OST Program Assistant - Birch Lake Elementary

\$18.50 per hr., 27.5 hrs. per wk.

Effective Date: 09/12/2022

AMANDA LILLIE – Part-Time Nutrition Services - Otter Lake Elementary

\$17.50 per hr., 21.25 hrs. per wk.

Effective Date: 09/06/2022

KARA NAKAGAKI – Instructional Assistant- Birch Lake Elementary

\$20.12 per hr., 28.75 hrs. per wk.

Effective Date: 09/06/2022

BROOKE O'QUINN – Paraeducator - Sunrise Park Middle School

\$20.61 per hr., 30 hrs. per wk.

Effective Date: 08/29/2022

JACOB PIERCE – Part-Time Custodian - WBLAHS - South Campus

\$20.20 per hr., plus .30 Shift differential., 27.5 hrs. per wk.

Effective Date: 09/12/2022

LAURA POORE – Lunchroom/Playground Supervisor - Oneka Elementary

\$19.32 per hr., 12.5 hrs. per wk.

Effective Date: 09/06/2022

BERNADETTE ST AMANT – Paraeducator - Sunrise Park Middle School

\$20.61 per hr., 30 hrs. per wk.

Effective Date: 08/29/2022

NELLE TOKHEIM – Media Clerk - Birch Lake Elementary

\$19.32 per hr., 27.5 hrs. per wk.

Effective Date: 08/29/2022

MITCHELL TORKELSON – Tier 1 Technician - Sunrise, Normandy Park, & ALC

\$24.75 per hr., 40 hrs. per wk.

Effective Date: 08/29/2022

TRINITY THAO – Instructional Assistant - Vadnais Heights Elementary

\$20.12 per hr., 28.75 hrs. per wk.

Effective Date: 09/06/2022

BROOKE ZEEB-TOLLEFSON – Paraeducator - North Star Elementary

\$20.61 per hr., 32.5 hrs. per wk.

Effective Date: 09/06/2022

KRISTIN VOKATY – Paraeducator - Central Middle School

\$20.61 per hr., 32.5 hrs. per wk.

Effective Date: 08/29/2022

KAYLA VOSLER – Program Assistant Extended Day - Lincoln Elementary

\$18.50 per hr., 12.50 hrs. per wk.

Effective Date: 08/29/2022

➤ **NEW PERSONNEL – CERTIFIED STAFF**

JONATHAN ARREGUIN – PE, Health & Dape Teacher- WBLAHS - South Campus

1.0 FTE, BA, Step 1, \$48,315.20

Effective Date: 08/29/2022

LYNN ALBEE – Music Teacher - Birch Lake Elementary

.52 FTE, MA + 60, Step 4, \$32,438.46

Effective Date: 08/29/2022

BRANDON BERGER – Choir Teacher - WBLAHS - North Campus

1.0 FTE, BA, Step 6, \$53,715.40

Effective Date: 08/29/2022

NATHAN BURDICK – Spanish Teacher - Birch Lake & North Star Elementary

1.0 FTE, MA+30, Step 6, \$63,405

Effective Date: 08/29/2022

KELLY BUSTOS – FACS Teacher- Sunrise Park Middle School

0.8 FTE, BA, Step 6, \$42,972.32

Effective Date: 08/29/2022

STEPHANIE DAVIDS – 1st Grade Teacher - Lincoln Elementary

1.0 FTE, MA, Step 2, \$54,529.35

Effective Date: 08/29/2022

SHAINA FAUTSCH – 5th Grade Teacher - Willow Lane Elementary

1.0 FTE, BA, Step 1, \$48,315.20

Effective Date: 08/29/2022

ESSIA GARFIELD – Spanish Teacher - Otter Lake Elementary

1.0 FTE, MA, Step 10, \$71,287

Effective Date: 08/29/2022

KATIE GARGULAK – Social Studies Teacher - WBLAHS - North Campus

0.9 FTE, BA, Step 2, \$44,344.09

Effective Date: 08/29/2022

ERIN GRIFFIN – Language Arts Teacher - Sunrise Park Middle School

1.0 FTE, MA, Step 3, \$55,704.07

Effective Date: 08/29/2022

TAELYNN GITTINS – Social Studies Teacher - WBLAHS - South Campus

0.6 FTE, BA, Step 1, \$28,989.12

Effective Date: 08/29/2022

MERCEDES JONES – School Counselor - WBLAHS - North Campus

1.0 FTE, MA, Step 1, \$52,899.53

Effective Date: 08/29/2022

HUNTER KARAU – 5th Grade Teacher - Vadnais Heights Elementary

1.0 FTE, BA Step 1, \$48,315.20

Effective Date: 08/29/2022

JASON KEHRER – Art Teacher - WBLAHS - North Campus

0.8 FTE, MA, Step 9, \$54,602.07

Effective Date: 08/29/2022

ADAM KING – Physical Education Teacher - Sunrise Park Middle School

1.0 FTE, MA + 15, Step 3, \$56,806.93

Effective Date: 08/29/2022

CHRISTINE LA PEAN – Kindergarten Teacher - Birch Lake Elementary

1.0 FTE, BA Step 1, \$48,315.20

Effective Date: 08/29/2022

JENNIFER LIEF – Speech/Language Pathologist - WBLAHS - South Campus & North Star

1.0 FTE, MA, Step 1, \$71,287.28

Effective Date: 08/29/2022

MARIAH MOILANEN – Social Studies Teacher - ALC

0.8 FTE, BA, Step 2, \$39,416.98

Effective Date: 08/29/2022

WILLIAM MORRIS – 1st/2nd Grade Teacher - Otter Lake Elementary

1.0 FTE, BA, Step 1, \$48,315.00

Effective Date: 08/29/2022

ALYSSA MORRISON – Social Studies Teacher - Central Middle School

1.0 FTE, MA, Step 3, \$55,704.07

Effective Date: 08/29/2022

JESSICA PONTAN – Adult Basic Education Teacher - Normandy Park

.55 FTE, BA, Step 1, \$26,573

Effective Date: 08/29/2022

MICHAEL SANISLO – Science Teacher - WBLAHS - South Campus

1.0 FTE, MA, Step 1, \$57,647.36

Effective Date: 08/29/2022

HANNAH SEYB ENSMAN – Science Teacher - WBLAHS - North Campus

1.0 FTE, MA, Step 7, \$63,068.40

Effective Date: 08/29/2022

GRACE SIMPSON – Music Teacher - Central Middle School

0.9 FTE, BA, Step 3, \$45,119.22

Effective Date: 08/29/2022

ELIZABETH SON – 3rd Grade Teacher - Lakeaires Elementary

1.0 FTE, MA + 45, Step 2, \$52,899

Effective Date: 08/29/2022

THOMAS TESCH – ELL Teacher - Lakaires & Lincoln Elementary

.8 FTE, MA, Step 6, \$48,625.14

Effective Date: 09/05/2022

KIMBERLY WAKEFIELD – Speech/Language Pathologist - Central & Matoska

1.0 FTE, MA, Step 4, \$60,413.12

Effective Date: 08/29/2022

ZACHARY ROBERTS – Language Arts Teacher - WBLAHS - North Campus

1.0 FTE, MA, Step 1, \$52,899.53

Effective Date: 08/29/2022

➤ **NEW PERSONNEL – NON-AFFILIATED**

SOFIA CAMPBELL GANDIA – Theatre Technician - District Center

40 hrs. per wk., \$26 hr.

Effective Date: 08/23/2022

JACQUELINE KEANE – Preschool Teacher - Vadnais Heights

40 hrs. per wk., Annualized Salary \$40,868

Effective Date: 08/29/2022

JENNIFER RUHLAND – Preschool Teacher - District Center

40 hrs. per wk., Annualized Salary \$41,733

Effective Date: 08/29/2022

DAVARUS BRANIGAN – Student Success Specialist - WBLAHS - North Campus

\$63,465 (prorated \$51,992.48)

Effective Date: 09/06/2022

➤ **NEW PERSONNEL – PROFESSIONAL**

ADRIAN TURNER – Assistant Activities Director - WBLAHS - North Campus

\$91,306.50

Effective Date: 08/17/2022

LONAL VAN – Dean of Students - Sunrise Park Middle School

\$103,000.00

Effective Date: 08/22/2022

➤ **LONG TERM SUBSTITUTE – CERTIFIED STAFF**

AMY ANDERSON – 3rd Grade Teacher - Lincoln Elementary

BA+30, Step 0, \$50,284

Effective Date: 2022-2023 School Year

MARC BRAEGER – Physical Education Teacher - WBLAHS - South Campus

MA, Step 6, \$3,901.13

Effective Date: 8/29/22 - 9/30/22

DANIELLE CARTER – Special Education Teacher - Willow Lane Elementary

MA, Step 3, \$55,704.07

Effective Date: 2022-2023 School Year

ALLYSON LOHSE – Social Worker - Central Middle School

MA, Step 1, \$52,899.53

Effective Date: 2022-2023 School Year

JULIE MCKENZIE – Math Teacher - WBLAHS - South Campus

MA, Step 6, \$7,206.04

Effective Date: 9/07/22 - 10/07/22

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

B. PUBLIC FORUM

C. INFORMATION ITEMS

1. Student Recognition - Students on the Trap and Skeet Team and the Fishing Team were recognized and congratulated by Dr. Kazmierczak for earning state and national recognition.
2. Superintendent's Report - Lauren Collier spoke about the first week of school. She highlighted the win for the football team, musical auditions, and upcoming games for football, soccer and volleyball. She also spoke about the dress-up days for Homecoming week. Dr. Kazmierczak spoke about the excitement of welcoming students back for the 2022-23 academic year, and how to stay current with district information via e-newsletters, Facebook and Twitter. He also gave information about Homecoming 2022, online ticketing for varsity sporting events, the Lifetime Senior Activities Pass, and District 624 employment opportunities. He finished with information about joining the Strategic Emergence action teams and a capital projects levy update.
3. Opening School Report - Members for the Leadership Team highlighted the work done this summer to get a good start to the school year.

D. DISCUSSION ITEMS

1. First Reading of School Board Policies: a) Policy 506, Student Discipline. The policy listed will be on the October 10, 2022 or subsequent agenda for a second reading.

E. BOARD FORUM

F. ADJOURNMENT - Arcand moved and Daniels seconded to adjourn the meeting at 6:46 p.m. ***Voice vote: Ayes, Newmaster, Thompson, Arcand, Beloyed, Daniels, Ellison. 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, September 26, 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: Streiff Oji, Arcand, Daniels, Ellison, Newmaster. Absent: Beloyed, Thompson.

B. DISCUSSION ITEMS

1. Construction Update - Tim Wald, Assistant Superintendent for Finance and Operations was joined by teacher Abby Kath, principals John Leininger and Dan Schmidt, Paul Aplikowski and other representatives from Wold Architects and Engineers, and AJ Lillesve from Kraus Anderson Construction to give a construction update.
2. Summer Learning Program Update - Tim Maurer, Director of Community Services and Recreation and Lisa Ouren, Director of Student Support Services were joined by Darcy Rodriguez, Early Childhood Coordinator, Kristen Johnson, Assistant Director of Student Support Services, and Nicole Oswald, Out of School Time Programs Coordinator to provide an update on summer learning programming, including Next Step K, Camp Summer, and Summer U.
3. Freedom Schools Update - Tim Maurer, Director of Community Services and Recreation gave an update on our first Summer Freedom Schools and our plans for Summer 2023.

C. OPERATIONAL ITEMS

1. Arcand moved and Streiff Oji seconded to approve the Certification for 2022 Payable 2023 Preliminary Property Tax Levy. **Roll call vote: Ayes, Streiff Oji, Arcand, Daniels, Ellison, Newmaster. Nays, none. Motion carried.**
2. Daniels moved and Arcand seconded to approve the action on the Bid for Unified High School Ceiling Tensile Fabric Structure in the amount of \$318,586. **Roll call vote: Ayes, Streiff Oji, Arcand, Daniels, Ellison, Newmaster. Nays, none. Motion carried.**

- D. ADJOURNMENT** - Arcand moved and Daniels seconded to adjourn the meeting at 7:26 p.m. **Voice vote: Ayes, Streiff Oji, Arcand, Daniels, Ellison, Newmaster. Nays, none. Motion carried.**

Submitted by: Margaret Newmaster, acting clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **October 10, 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 - September 2022

		<u>9/15/2022</u>	<u>9/30/2022</u>
Direct Deposit	651510-652836	2,174,170.16	
Direct Deposit	652837-654287		2,378,093.70
<hr/>			

CHECK NUMBER	VENDOR	CHECK AMOUNT	CHECK DATE	CHECK TYPE
125901	TARACON PRECAST LLC	(\$65,208.53)	9/7/2022	V
125908	UNIVERSITY OF MN COLLEGE OF ED	(\$145.00)	9/16/2022	V
125932	RAUSCH, STURM, ISRAEL,	(\$474.83)	9/16/2022	V
126200	UNIVERSITY OF WI MADISON	(\$7,000.00)	9/7/2022	V
126719	ANCHOR SOLAR INVESTMENTS LLC	\$2,176.63	9/6/2022	R
126720	IDEAL ENERGIES SOLAR LEASING LLC	\$7,253.72	9/6/2022	R
126721	IUOE LOCAL 70	\$1,262.39	9/6/2022	R
126722	SCHOOL SERVICE EMPLOYEES	\$1,155.23	9/6/2022	R
126723	RIVERVIEW LAW OFFICE PLLC	\$456.10	9/6/2022	R
126724	TARACON PRECAST LLC	\$65,208.53	9/7/2022	R
126725	MN BOARD OF WATER AND SOIL RESOURCES	\$1,117.17	9/13/2022	R
126726	MPJWR.LLC	\$55,155.67	9/13/2022	R
126727	A+ DRIVING SCHOOL	\$21,420.00	9/14/2022	R
126728	ABBOTT PAINT & CARPET INC	\$42.08	9/14/2022	R
126729	ACCLAIM SERVICES INC	\$10,254.00	9/14/2022	R
126730	ADVANCE TERRAZZO & TILE CO INC	\$31,730.00	9/14/2022	R
126731	AI TECHNOLOGIES LLC	\$5,520.00	9/14/2022	R
126732	AJ MOORE ELECTRIC INC	\$1,425.00	9/14/2022	R
126733	ALLSTREAM	\$5,474.94	9/14/2022	R
126734	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126735	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126736	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126737	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126738	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126739	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126740	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126741	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126742	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126743	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126744	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126745	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126746	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126747	AMAZON CAPITAL SERVICES	\$0.00	9/14/2022	C
126748	AMAZON CAPITAL SERVICES	\$14,874.46	9/14/2022	R
126749	AMERICAN FLAGPOLE & FLAG CO	\$170.63	9/14/2022	R
126750	AMERICAN MESSAGING SERVICES	\$13.77	9/14/2022	R
126751	APPLEWOOD HILLS GOLF COURSE	\$1,814.68	9/14/2022	R
126752	ARAMARK UNIFORM SERVICES	\$200.87	9/14/2022	R
126753	ASL INTERPRETING SERVICES INC	\$561.00	9/14/2022	R
126754	ASSET DISCOVERY CORPORATION	\$1,446.05	9/14/2022	R
126755	AUTUMN RIDGE LANDSCAPING	\$21,194.50	9/14/2022	R
126756	BITUMINOUS ROADWAYS INC	\$69,516.25	9/14/2022	R
126757	BLUE CROSS / BLUE SHIELD OF MN	\$9,975.00	9/14/2022	R
126758	BLUUM OF MINNESOTA, LLC	\$4,569.78	9/14/2022	R
126759	THE BOELTER COMPANIES INC	\$232,447.31	9/14/2022	R
126760	BOYER TRUCKS - LAUDERDALE	\$569.47	9/14/2022	R
126761	BPAM	\$350.00	9/14/2022	R
126762	BSN SPORTS, LLC	\$3,960.62	9/14/2022	R

126763	CAPERNAUM PEDIATRIC THERAPY INC	\$1,957.00	9/14/2022	R
126764	CAPITAL ONE TRADE CREDIT	\$0.00	9/14/2022	C
126765	CAPITAL ONE TRADE CREDIT	\$745.38	9/14/2022	R
126766	CAPITAL ONE TRADE CREDIT	\$0.00	9/14/2022	C
126767	CAPITAL ONE TRADE CREDIT	\$0.00	9/14/2022	C
126768	CAPITAL ONE TRADE CREDIT	\$0.00	9/14/2022	C
126769	CAPITAL ONE TRADE CREDIT	\$0.00	9/14/2022	C
126770	CAPITAL ONE TRADE CREDIT	\$617.89	9/14/2022	R
126771	CDW GOVERNMENT INC	\$3,171.02	9/14/2022	R
126772	CINTAS CORP #470	\$276.51	9/14/2022	R
126773	CL BENSEN CO INC	\$3,744.40	9/14/2022	R
126774	COMMERCIAL KITCHEN SERVICES	\$1,061.88	9/14/2022	R
126775	COMMERCIAL DRYWALL INC	\$389,116.46	9/14/2022	R
126776	CONNEY SAFETY PRODUCTS LLC	\$146.06	9/14/2022	R
126777	CONSCIOUS DISCIPLINE	\$2,616.25	9/14/2022	R
126778	CONTINENTAL CLAY CO	\$319.05	9/14/2022	R
126779	CONTINENTAL RESEARCH CORP	\$3,521.40	9/14/2022	R
126780	COSNEY CORPORATION	\$180,200.75	9/14/2022	R
126781	CRESCENT ELECTRIC SUPPLY CO	\$83.38	9/14/2022	R
126782	CULINEX	\$861.94	9/14/2022	R
126783	DALCO CORPORATION	\$0.00	9/14/2022	C
126784	DALCO CORPORATION	\$0.00	9/14/2022	C
126785	DALCO CORPORATION	\$0.00	9/14/2022	C
126786	DALCO CORPORATION	\$0.00	9/14/2022	C
126787	DALCO CORPORATION	\$0.00	9/14/2022	C
126788	DALCO CORPORATION	\$0.00	9/14/2022	C
126789	DALCO CORPORATION	\$29,078.49	9/14/2022	R
126790	DERAAD, MAX D.	\$490.80	9/14/2022	R
126791	DI BETTA, ERIN	\$378.00	9/14/2022	R
126792	DILLON, ROBERT	\$2,544.00	9/14/2022	R
126793	DISCOUNT SCHOOL SUPPLY	\$113.28	9/14/2022	R
126794	DOOR SERVICE COMPANY	\$6,362.50	9/14/2022	R
126795	DOUGLAS, SANDRA L.	\$275.00	9/14/2022	R
126796	DEFINITIVE TECHNOLOGY SOLUTIONS	\$246.26	9/14/2022	R
126797	DEFINITIVE TECHNOLOGY SOLUTIONS	\$0.00	9/14/2022	C
126798	DEFINITIVE TECHNOLOGY SOLUTIONS	\$19,370.00	9/14/2022	R
126799	E & M CONSULTING	\$2,005.95	9/14/2022	R
126800	EAGLE BROOK CHURCH	\$11,176.06	9/14/2022	R
126801	EBERT INC	\$123,523.43	9/14/2022	R
126802	ECCO MIDWEST INC	\$16,420.00	9/14/2022	R
126803	ECKROTH MUSIC	\$87.00	9/14/2022	R
126804	EREPLACEMENTPARTS.COM	\$84.02	9/14/2022	R
126805	FESTIVAL FOODS-KNOWLAN'S	\$249.52	9/14/2022	R
126806	FIDELITY SECURITY LIFE INSURANCE CO	\$4,950.54	9/14/2022	R
126807	FIRELINE SPRINKLER LLC	\$3,242.35	9/14/2022	R
126808	FLYNN MIDWEST LP	\$202,488.70	9/14/2022	R
126809	FOLLETT SCHOOL SOLUTIONS INC	\$13,236.35	9/14/2022	R
126810	FOURTH DIMENSION SIGNS	\$0.00	9/14/2022	C
126811	FOURTH DIMENSION SIGNS	\$21,619.00	9/14/2022	R
126812	FRANSEN DECORATING INC	\$41,259.73	9/14/2022	R

126813 GENERAL PARTS LLC	\$1,751.98	9/14/2022 R
126814 GRAINGER	\$0.00	9/14/2022 C
126815 GRAINGER	\$4,583.80	9/14/2022 R
126816 GRANDMA'S BAKERY INC	\$106.12	9/14/2022 R
126817 GRAYBAR ELECTRIC COMPANY	\$42.11	9/14/2022 R
126818 H&B SPECIALIZED PRODUCTS INC	\$27,265.00	9/14/2022 R
126819 H2I GROUP INC	\$71,250.00	9/14/2022 R
126820 HALLBERG ENGINEERING INC	\$2,000.00	9/14/2022 R
126821 HAMLINE UNIVERSITY	\$400.00	9/14/2022 R
126822 HARDGROVE, JOHN	\$80.00	9/14/2022 R
126823 HAZELDEN PUBLISHING	\$52,666.67	9/14/2022 R
126824 HENKEL, CRAIG A.	\$110.00	9/14/2022 R
126825 HISDAHL INC	\$51.00	9/14/2022 R
126826 HOFFMAN & MCNAMARA CO.	\$20,314.36	9/14/2022 R
126827 HOGLUND BUS COMPANY	\$0.00	9/14/2022 C
126828 HOGLUND BUS COMPANY	\$1,660.37	9/14/2022 R
126829 HOME DEPOT CREDIT SERVICES	\$0.00	9/14/2022 C
126830 HOME DEPOT CREDIT SERVICES	\$778.03	9/14/2022 R
126831 HUGO EQUIPMENT CO	\$63.35	9/14/2022 R
126832 IFD	\$0.00	9/14/2022 C
126833 IFD	\$0.00	9/14/2022 C
126834 IFD	\$0.00	9/14/2022 C
126835 IFD	\$0.00	9/14/2022 C
126836 IFD	\$101,910.98	9/14/2022 R
126837 IMPRESSION SIGNS AND GRAPHICS	\$675.00	9/14/2022 R
126838 INNOVATIVE OFFICE SOLUTIONS	\$0.00	9/14/2022 C
126839 INNOVATIVE OFFICE SOLUTIONS	\$0.00	9/14/2022 C
126840 INNOVATIVE OFFICE SOLUTIONS	\$818,886.48	9/14/2022 R
126841 JOHN FOLEY MASONRY INC	\$250,847.10	9/14/2022 R
126842 JW PEPPER & SON INC	\$351.99	9/14/2022 R
126843 KAMISH EXCAVATING INC	\$22,785.00	9/14/2022 R
126844 KENNEDY & GRAVEN CHARTERED	\$890.00	9/14/2022 R
126845 KIDCREATE STUDIO	\$713.00	9/14/2022 R
126846 KIEFER USA	\$330,837.50	9/14/2022 R
126847 KIMBALL MIDWEST	\$670.71	9/14/2022 R
126848 KNOBLAUCH, THOMAS	\$50.00	9/14/2022 R
126849 KRAFT MECHANICAL LLC	\$0.00	9/14/2022 C
126850 KRAFT MECHANICAL LLC	\$0.00	9/14/2022 C
126851 KRAFT MECHANICAL LLC	\$144,648.04	9/14/2022 R
126852 KRAUS ANDERSON CONSTRUCTION CO	\$145,407.53	9/14/2022 R
126852 KRAUS ANDERSON CONSTRUCTION CO	(\$145,407.53)	9/22/2022 V
126853 KULLY SUPPLY COMPANY	\$654.82	9/14/2022 R
126854 LABELLE, PAUL H.	\$100.00	9/14/2022 R
126855 LAKESHORE LEARNING STORE	\$821.62	9/14/2022 R
126856 LAKESHORE LEARNING MATERIALS	\$3,682.00	9/14/2022 R
126857 LAKEVILLE NORTH HIGH SCHOOL	\$150.00	9/14/2022 R
126858 LANDGRAFF, MARCIA J.	\$539.40	9/14/2022 R
126859 LANGER'S TREE SERVICE	\$18,430.00	9/14/2022 R
126860 LASHOMB, BRIAN A.	\$50.00	9/14/2022 R
126861 LINDENMEYR MUNROE	\$0.00	9/14/2022 C

126862	LINDENMEYR MUNROE	\$0.00	9/14/2022	C
126863	LINDENMEYR MUNROE	\$0.00	9/14/2022	C
126864	LINDENMEYR MUNROE	\$41,432.00	9/14/2022	R
126865	LISA'S PHOTOGRAPHY	\$798.00	9/14/2022	R
126866	LITERACY RESOURCES LLC	\$725.76	9/14/2022	R
126867	MARX, BENJAMIN	\$80.00	9/14/2022	R
126868	MASA/MASE	\$299.00	9/14/2022	R
126869	MN ASSOC OF SECRETARIES TO THE PRINCIPALS	\$180.00	9/14/2022	R
126870	MCDONOUGH'S WATERJETTING AND DRAIN CLEANING	\$159.30	9/14/2022	R
126871	METRO ECSU	\$3,150.00	9/14/2022	R
126872	METRO SOUND AND LIGHTING	\$230.73	9/14/2022	R
126873	METRO VOLLEYBALL OFFICIALS ASSOCIATION	\$1,493.00	9/14/2022	R
126874	MIDWEST BUS PARTS INC	\$141.03	9/14/2022	R
126875	MINNESOTA ACOUSTICS INC	\$57,684.00	9/14/2022	R
126876	MINNESOTA SODDING CO LLC	\$1,039.37	9/14/2022	R
126877	MN INSURANCE SCHOLASTIC TRUST	\$189.59	9/14/2022	R
126878	MN SAFETY COUNCIL INC	\$1,725.00	9/14/2022	R
126879	MN STATE HIGH SCHOOL LEAGUE	\$10,802.75	9/14/2022	R
126880	MN STATE UNIV MANKATO	\$25,600.00	9/14/2022	R
126881	MN SWORD PLAY	\$1,050.00	9/14/2022	R
126882	MN ULTIMATE	\$700.00	9/14/2022	R
126883	MORRISON, THERESA M.	\$150.00	9/14/2022	R
126884	MOUNDS VIEW HIGH SCHOOL	\$200.00	9/14/2022	R
126885	MN SUPERINTENDENTS OFC PERSONNEL	\$50.00	9/14/2022	R
126886	MURPHY WINDOW AND DOOR COMMERCIAL INC	\$360,995.25	9/14/2022	R
126887	MUSKA ELECTRIC COMPANIES	\$1,073,689.59	9/14/2022	R
126888	NAC MECHANICAL & ELECTRICAL SERV	\$91,189.97	9/14/2022	R
126889	NARDINI FIRE EQUIPMENT CO INC	\$0.00	9/14/2022	C
126890	NARDINI FIRE EQUIPMENT CO INC	\$2,520.25	9/14/2022	R
126891	NASSEFF MECHANICAL CONTRACTORS INC	\$57,210.90	9/14/2022	R
126892	NCPERS GROUP LIFE INS	\$112.00	9/14/2022	R
126893	NORTH CENTRAL BLUE BIRD BUS SALES	\$574.84	9/14/2022	R
126894	NORTHERN LANDSCAPE & IRRIGATION INC	\$27,615.00	9/14/2022	R
126895	NORTHERN GLASS & GLAZING INC	\$11,798.95	9/14/2022	R
126896	O'REILLY AUTOMOTIVE INC	\$102.40	9/14/2022	R
126897	OLSON'S SEWER SERVICE, INC	\$615.00	9/14/2022	R
126898	ON SITE SANITATION INC	\$54.24	9/14/2022	R
126899	ORKIN INC	\$16,188.45	9/14/2022	R
126900	PETERSON BROS ROOFING & CONST	\$4,580.65	9/14/2022	R
126901	PHOENIX SCHOOL COUNSELING LLC	\$5,662.95	9/14/2022	R
126902	WALSER POLAR CHEVROLET	\$41.25	9/14/2022	R
126903	POWER SYSTEMS LLC	\$506.20	9/14/2022	R
126904	PRIME CONSTRUCTION SOLUTIONS LLC	\$44,468.07	9/14/2022	R
126905	PROJECT LEAD THE WAY	\$690.00	9/14/2022	R
126906	RACHEL CONTRACTING LLC	\$622,123.65	9/14/2022	R
126907	RAMSEY COUNTY PARKS/REC DEPT	\$750.00	9/14/2022	R
126908	RED CEDAR STEEL ERECTORS INC	\$83,047.10	9/14/2022	R
126909	REVOLUTION SPORTING GOODS	\$1,625.00	9/14/2022	R
126910	RICKERT, DENNIS	\$62.00	9/14/2022	R
126911	RICKERT, PHILLIP	\$77.00	9/14/2022	R

126912 ROCHESTER 100 INC	\$507.50	9/14/2022 R
126913 RTL CONSTRUCTION INC	\$6,070.50	9/14/2022 R
126914 RUPP ANDERSON SQUIRES	\$1,096.50	9/14/2022 R
126915 SAVVAS LEARNING COMPANY, LLC	\$4,950.00	9/14/2022 R
126916 SCHALLHORN, RICHARD	\$80.00	9/14/2022 R
126917 SCHOOL HEALTH CORPORATION	\$0.00	9/14/2022 C
126918 SCHOOL HEALTH CORPORATION	\$1,056.95	9/14/2022 R
126919 SCHREIBER MULLANEY CONSTRUCTION CO	\$91,117.82	9/14/2022 R
126920 SCHROEHER, JANE E.	\$216.00	9/14/2022 R
126921 SCHULZE, GREGORY A.	\$396.00	9/14/2022 R
126922 SENTRY SYSTEMS INC	\$1,236.04	9/14/2022 R
126923 SMITLEY, SHARON L.	\$200.00	9/14/2022 R
126924 SOCCER SHOTS	\$14,157.00	9/14/2022 R
126925 SPEAKWORKS INC	\$8,477.35	9/14/2022 R
126926 STAFKI, TIM	\$77.00	9/14/2022 R
126927 STAPLES	\$0.00	9/14/2022 C
126928 STAPLES	\$0.00	9/14/2022 C
126929 STAPLES	\$1,394.77	9/14/2022 R
126930 STATE SUPPLY CO	\$83.70	9/14/2022 R
126931 STERICYCLE, INC.	\$0.00	9/14/2022 C
126932 STERICYCLE, INC.	\$1,786.01	9/14/2022 R
126933 STRACK, GEOFFREY	\$160.00	9/14/2022 R
126934 SUDDATH RELOCATION SYSTEMS OF MN LLC	\$5,880.00	9/14/2022 R
126935 SUPERIOR STRIPING INC	\$485.00	9/14/2022 R
126936 SUPERIOR PAINTING & DECORATING INC	\$6,631.00	9/14/2022 R
126937 SUPERSET TILE & STONE	\$237,405.00	9/14/2022 R
126938 SWENSON, KEITH D.	\$53.45	9/14/2022 R
126939 SYNCHRONY BANK	\$36.62	9/14/2022 R
126940 SYNOVIA SOLUTIONS	\$1,551.40	9/14/2022 R
126941 TEACHER SYNERGY LLC	\$24.50	9/14/2022 R
126942 TEKTON CONSTRUCTION COMPANY	\$87,796.82	9/14/2022 R
126943 THE BAKER'S HORSE, LLC	\$625.00	9/14/2022 R
126944 TR ENVIRONMENTAL CONSULTING LLC	\$610.00	9/14/2022 R
126945 TRADE PRESS INC	\$0.00	9/14/2022 C
126946 TRADE PRESS INC	\$2,132.00	9/14/2022 R
126947 TRAINING HAUS	\$15,000.00	9/14/2022 R
126948 TRANSLANGUAGES, LLC	\$638.39	9/14/2022 R
126949 TRIO SUPPLY COMPANY	\$0.00	9/14/2022 C
126950 TRIO SUPPLY COMPANY	\$7,608.12	9/14/2022 R
126951 TWIN CITY JANITOR SUPPLY CO	\$818.00	9/14/2022 R
126952 TWIN CITY HARDWARE COMPANY INC	\$14,285.65	9/14/2022 R
126953 TWIN CITIES DOTS AND POP, LLC	\$1,003.20	9/14/2022 R
126954 TWIN PINES IMPRINTING	\$6,076.63	9/14/2022 R
126955 UHL COMPANY INC	\$2,262.00	9/14/2022 R
126956 UNIVERSITY OF WI MADISON	\$7,000.00	9/14/2022 R
126957 VANDERHYDE, JULIE	\$29.55	9/14/2022 R
126958 VERIZON WIRELESS	\$1,193.95	9/14/2022 R
126959 VIKING AUTOMATIC SPRINKLER CO	\$4,810.00	9/14/2022 R
126960 VIKING ELECTRIC SUPPLY	\$0.00	9/14/2022 C
126961 VIKING ELECTRIC SUPPLY	\$1,195.10	9/14/2022 R

126962	WBL BOYS TRACK BOOSTER CLUB	\$3,000.00	9/14/2022	R
126963	WBLHS BOYS BASKETBALL BOOSTERS INC	\$5,000.00	9/14/2022	R
126964	WEIDNER PLUMBING & HEATING CO	\$1,736,610.45	9/14/2022	R
126965	WENZEL PLYMOUTH PLUMBING LLC	\$143,172.40	9/14/2022	R
126966	WHITE BEAR LAKE FOOTBALL BOOSTER	\$100.00	9/14/2022	R
126967	WHITE BEAR LAKE HIGH SCHOOL BOYS SOCCOR, INC.	\$4,000.00	9/14/2022	R
126968	WILLIAM H SADLIER INC	\$180.54	9/14/2022	R
126969	WL HALL COMPANY	\$2,372.10	9/14/2022	R
126970	WOLD ARCHITECTS AND ENGINEERS	\$0.00	9/14/2022	C
126971	WOLD ARCHITECTS AND ENGINEERS	\$0.00	9/14/2022	C
126972	WOLD ARCHITECTS AND ENGINEERS	\$0.00	9/14/2022	C
126973	WOLD ARCHITECTS AND ENGINEERS	\$330,750.83	9/14/2022	R
126974	WOODWIND & BRASSWIND	\$4,199.99	9/14/2022	R
126975	XCEL ENERGY	\$0.00	9/14/2022	C
126976	XCEL ENERGY	\$22,075.92	9/14/2022	R
126977	ZALLAR, CHERYL L.	\$50.00	9/14/2022	R
126978	AMAZON CAPITAL SERVICES	\$0.00	9/15/2022	C
126979	AMAZON CAPITAL SERVICES	\$0.00	9/15/2022	C
126980	AMAZON CAPITAL SERVICES	\$2,189.05	9/15/2022	R
126981	RIVERVIEW LAW OFFICE PLLC	\$674.57	9/16/2022	R
126982	IUOE LOCAL 70	\$1,346.89	9/16/2022	R
126983	SCHOOL SERVICE EMPLOYEES	\$1,157.63	9/16/2022	R
126984	EAGLE BROOK CHURCH	\$11,176.06	9/16/2022	R
126985	POWERSCHOOL GROUP LLC	\$19,196.19	9/16/2022	R
126986	UNIVERSITY OF MINNESOTA	\$145.00	9/16/2022	R
126987	XCEL ENERGY	\$0.00	9/16/2022	C
126988	XCEL ENERGY	\$11,832.22	9/16/2022	R
126989	KRAUS ANDERSON CONSTRUCTION CO	\$145,407.53	9/22/2022	R
126990	DEFINITIVE TECHNOLOGY SOLUTIONS	\$0.00	9/22/2022	C
126991	DEFINITIVE TECHNOLOGY SOLUTIONS	\$11,078.89	9/22/2022	R
126992	DEFINITIVE TECHNOLOGY SOLUTIONS	\$9,685.00	9/22/2022	R
126993	IDEAL ENERGIES SOLAR LEASING LLC	\$7,253.72	9/22/2022	R
126994	WINDSTREAM	\$2,703.18	9/22/2022	R
126995	XCEL ENERGY	\$0.00	9/22/2022	C
126996	XCEL ENERGY	\$220,974.90	9/22/2022	R
126997	COMCAST	\$1,396.70	9/23/2022	R
126997	COMCAST	(\$1,396.70)	9/23/2022	V
126998	GENERAL SPRINKLER CORPORATION	\$1,237.00	9/23/2022	R
126999	COMCAST	\$317.91	9/23/2022	R
127000	A+ DRIVING SCHOOL	\$18,360.00	9/28/2022	R
127001	ACOUSTICS ASSOCIATES INC	\$18,462.30	9/28/2022	R
127002	ADAPTIVEMALL.COM LLC	\$142.00	9/28/2022	R
127003	AJ MOORE ELECTRIC INC	\$35,049.77	9/28/2022	R
127004	ALL STRINGS ATTACHED	\$23,150.00	9/28/2022	R
127005	AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127006	AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127007	AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127008	AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127009	AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127010	AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C

127011 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127012 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127013 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127014 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127015 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127016 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127017 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127018 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127019 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127020 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127021 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127022 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127023 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127024 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127025 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127026 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127027 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127028 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127029 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127030 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127031 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127032 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127033 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127034 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127035 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127036 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127037 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127038 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127039 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127040 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127041 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127042 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127043 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127044 AMAZON CAPITAL SERVICES	\$0.00	9/28/2022	C
127045 AMAZON CAPITAL SERVICES	\$33,682.01	9/28/2022	R
127046 AMERICAN TIME	\$2,551.21	9/28/2022	R
127047 AMERICAN SCHOOL COUNSELOR ASSOCIATION	\$38.95	9/28/2022	R
127048 AMPLIFIED IT LLC	\$1,500.00	9/28/2022	R
127049 ANCHOR SOLAR INVESTMENTS LLC	\$2,176.63	9/28/2022	R
127050 ANDERSON, ERIC C.	\$80.00	9/28/2022	R
127051 APPLE COMPUTER INC	\$335.00	9/28/2022	R
127052 ARAMARK UNIFORM SERVICES	\$296.87	9/28/2022	R
127053 ARCH LANGUAGE NETWORK	\$900.00	9/28/2022	R
127054 AUTHENTIC AUTO GLASS, LLC	\$303.73	9/28/2022	R
127055 BATTERIES PLUS BULBS	\$374.81	9/28/2022	R
127056 BEARDSLEY, WILLIAM	\$62.00	9/28/2022	R
127057 BEST BUY BUSINESS ADVANTAGE ACCT	\$0.00	9/28/2022	C
127058 BEST BUY BUSINESS ADVANTAGE ACCT	\$52,274.08	9/28/2022	R
127059 BEVSO	\$1,058.29	9/28/2022	R
127060 BLADE, JULIE M.	\$433.37	9/28/2022	R

127061 BLICK ART MATERIALS	\$2,778.46	9/28/2022 R
127062 BOCHE, BRIAN	\$92.00	9/28/2022 R
127063 THE BOELTER COMPANIES INC	\$113,546.06	9/28/2022 R
127064 BOOSHIE INC	\$251.91	9/28/2022 R
127065 BRANDT, KYLE	\$139.00	9/28/2022 R
127066 BRAUN INTERTEC CORPORATION	\$0.00	9/28/2022 C
127067 BRAUN INTERTEC CORPORATION	\$34,460.76	9/28/2022 R
127068 BROUWER, BENJAMIN W.	\$300.00	9/28/2022 R
127069 BROWN, BRUCE	\$159.00	9/28/2022 R
127070 BSN SPORTS, LLC	\$1,267.40	9/28/2022 R
127071 BULK OFFICE SUPPLY	\$1,176.96	9/28/2022 R
127072 CAMMACK, HANNAH	\$144.03	9/28/2022 R
127073 CAP ELECTRIC INC	\$682.50	9/28/2022 R
127074 CAPITAL ONE TRADE CREDIT	\$155.96	9/28/2022 R
127075 CAPITAL ONE TRADE CREDIT	\$0.00	9/28/2022 C
127076 CAPITAL ONE TRADE CREDIT	\$0.00	9/28/2022 C
127077 CAPITAL ONE TRADE CREDIT	\$0.00	9/28/2022 C
127078 CAPITAL ONE TRADE CREDIT	\$0.00	9/28/2022 C
127079 CAPITAL ONE TRADE CREDIT	\$1,055.01	9/28/2022 R
127080 CASEY, MICHAEL	\$92.00	9/28/2022 R
127081 CHETS SHOES	\$463.96	9/28/2022 R
127082 CINTAS CORP #470	\$701.95	9/28/2022 R
127083 CITY OF WHITE BEAR LAKE	\$0.00	9/28/2022 C
127084 CITY OF WHITE BEAR LAKE	\$17,173.56	9/28/2022 R
127085 COMMERCIAL KITCHEN SERVICES	\$616.00	9/28/2022 R
127086 CONTINENTAL RESEARCH CORP	\$0.00	9/28/2022 C
127087 CONTINENTAL RESEARCH CORP	\$2,668.94	9/28/2022 R
127088 CROCKARELL, JACKSON	\$248.00	9/28/2022 R
127089 CUB FOODS OF WHITE BEAR TWSHP	\$0.00	9/28/2022 C
127090 CUB FOODS OF WHITE BEAR TWSHP	\$0.00	9/28/2022 C
127091 CUB FOODS OF WHITE BEAR TWSHP	\$713.59	9/28/2022 R
127092 CULINEX	\$36,110.21	9/28/2022 R
127093 CUP AND CONE	\$637.50	9/28/2022 R
127094 DALCO CORPORATION	\$0.00	9/28/2022 C
127095 DALCO CORPORATION	\$0.00	9/28/2022 C
127096 DALCO CORPORATION	\$0.00	9/28/2022 C
127097 DALCO CORPORATION	\$0.00	9/28/2022 C
127098 DALCO CORPORATION	\$0.00	9/28/2022 C
127099 DALCO CORPORATION	\$0.00	9/28/2022 C
127100 DALCO CORPORATION	\$16,709.12	9/28/2022 R
127101 DECKER EQUIP/SCHOOL FIX	\$218.85	9/28/2022 R
127102 DEGARDNER, RICHARD D.	\$80.00	9/28/2022 R
127103 DEMCO INC	\$630.82	9/28/2022 R
127104 DERAAD, MAX D.	\$490.80	9/28/2022 R
127105 DISTRICT MANAGEMENT GROUP	\$17,000.00	9/28/2022 R
127106 DOOR SERVICE COMPANY	\$3,699.50	9/28/2022 R
127107 DREAMBOX LEARNING INC	\$1,680.00	9/28/2022 R
127108 DEFINITIVE TECHNOLOGY SOLUTIONS	\$84.13	9/28/2022 R
127109 DUNBAR, JON	\$80.00	9/28/2022 R
127110 EBERT INC	\$40,257.20	9/28/2022 R

127111 ECKROTH MUSIC	\$0.00	9/28/2022	C
127112 ECKROTH MUSIC	\$0.00	9/28/2022	C
127113 ECKROTH MUSIC	\$0.00	9/28/2022	C
127114 ECKROTH MUSIC	\$0.00	9/28/2022	C
127115 ECKROTH MUSIC	\$0.00	9/28/2022	C
127116 ECKROTH MUSIC	\$2,734.10	9/28/2022	R
127117 ENVIROBATE INC	\$4,422.57	9/28/2022	R
127118 ENVISION GLASS INC	\$21,280.00	9/28/2022	R
127119 EQUITY ALLIANCE MN	\$271.40	9/28/2022	R
127120 ERHARDT, GARY	\$50.00	9/28/2022	R
127121 ERHARDT, SCOTT D.	\$50.00	9/28/2022	R
127122 ERICKSON, PATRICE M.	\$751.47	9/28/2022	R
127123 EXPLAIN EVERYTHING SALES, INC	\$1,200.00	9/28/2022	R
127124 FEINE, DANIEL M.	\$92.00	9/28/2022	R
127125 FESTIVAL FOODS-KNOWLAN'S	\$139.73	9/28/2022	R
127126 FLOORS BY BECKERS LLC	\$3,478.00	9/28/2022	R
127127 FREDERICKSON, AARON	\$62.00	9/28/2022	R
127128 GALLAGHER, MATTHEW	\$80.00	9/28/2022	R
127129 GEER, JASON E.	\$216.00	9/28/2022	R
127130 GENERAL OFFICE PRODUCTS CO	\$2,356.96	9/28/2022	R
127131 GEPHART ELECTRIC CO INC	\$359,779.25	9/28/2022	R
127132 GILSON, RYAN	\$80.00	9/28/2022	R
127133 GITTINS, TAELYNN	\$62.00	9/28/2022	R
127134 GOLD MEDAL MINNEAPOLIS ML55	\$308.45	9/28/2022	R
127135 GOLDCOM INC	\$1,023.63	9/28/2022	R
127136 GOODHUE COUNTY ED DISTRICT 6051	\$1,082.77	9/28/2022	R
127137 GOPHER	\$0.00	9/28/2022	C
127138 GOPHER	\$6,363.91	9/28/2022	R
127139 GRAINGER	\$0.00	9/28/2022	C
127140 GRAINGER	\$0.00	9/28/2022	C
127141 GRAINGER	\$0.00	9/28/2022	C
127142 GRAINGER	\$4,612.59	9/28/2022	R
127143 GRANDMA'S BAKERY INC	\$141.54	9/28/2022	R
127144 GRAYBAR ELECTRIC COMPANY	\$66.82	9/28/2022	R
127145 GREATAMERICA FINANCIAL SERVICES	\$349.85	9/28/2022	R
127146 H&B SPECIALIZED PRODUCTS INC	\$1,088.00	9/28/2022	R
127147 HAAS MUSICAL INSTRUMENT REPAIR	\$0.00	9/28/2022	C
127148 HAAS MUSICAL INSTRUMENT REPAIR	\$0.00	9/28/2022	C
127149 HAAS MUSICAL INSTRUMENT REPAIR	\$0.00	9/28/2022	C
127150 HAAS MUSICAL INSTRUMENT REPAIR	\$0.00	9/28/2022	C
127151 HAAS MUSICAL INSTRUMENT REPAIR	\$0.00	9/28/2022	C
127152 HAAS MUSICAL INSTRUMENT REPAIR	\$0.00	9/28/2022	C
127153 HAAS MUSICAL INSTRUMENT REPAIR	\$3,150.88	9/28/2022	R
127154 HALLBERG ENGINEERING INC	\$6,500.00	9/28/2022	R
127155 HALTER, TROY	\$160.00	9/28/2022	R
127156 HARKRADER, ALAN D. III	\$77.00	9/28/2022	R
127157 HENKEL, CRAIG A.	\$172.00	9/28/2022	R
127158 HERC-U-LIFT	\$475.18	9/28/2022	R
127159 HILKER, MARCUS D.	\$77.00	9/28/2022	R
127160 HISDAHL INC	\$29.25	9/28/2022	R

127161 HOENIGSCHMIDT, KAYLEA	\$1,938.85	9/28/2022	R
127162 HOGLUND BUS COMPANY	\$147.48	9/28/2022	R
127163 HOLT JR, JAMES B.	\$160.00	9/28/2022	R
127164 HUGO EQUIPMENT CO	\$20.74	9/28/2022	R
127165 HUMANEX VENTURES	\$3,000.00	9/28/2022	R
127166 IFD	\$4,192.15	9/28/2022	R
127167 INGINA LLC	\$3,625.00	9/28/2022	R
127168 INNOVATIVE OFFICE SOLUTIONS	\$0.00	9/28/2022	C
127169 INNOVATIVE OFFICE SOLUTIONS	\$0.00	9/28/2022	C
127170 INNOVATIVE OFFICE SOLUTIONS	\$1,958.33	9/28/2022	R
127171 INSTITUTE FOR MULTI SENSORY EDUCATION	\$125.00	9/28/2022	R
127172 INTERMEDIATE DISTRICT 287	\$11,941.10	9/28/2022	R
127173 ISTATE TRUCK CENTER	\$718.66	9/28/2022	R
127174 JAYTECH INC	\$12,506.50	9/28/2022	R
127175 JOHNSON, ERIK M.	\$50.00	9/28/2022	R
127176 JR'S ADVANCED RECYCLERS	\$85.00	9/28/2022	R
127177 JW PEPPER & SON INC	\$0.00	9/28/2022	C
127178 JW PEPPER & SON INC	\$0.00	9/28/2022	C
127179 JW PEPPER & SON INC	\$0.00	9/28/2022	C
127180 JW PEPPER & SON INC	\$4,055.97	9/28/2022	R
127181 JWOOD SPORTS FLOORING LLC	\$8,010.00	9/28/2022	R
127182 KATH FUEL OIL SERVICE CO	\$7,306.81	9/28/2022	R
127183 KEYSTONE INTERPRETING SOLUTIONS	\$2,102.65	9/28/2022	R
127184 KFI ENGINEERS	\$32,377.37	9/28/2022	R
127185 KIMBALL MIDWEST	\$103.00	9/28/2022	R
127186 KIRK ACOUSTICS INC	\$9,452.50	9/28/2022	R
127187 KONE INC	\$178,849.85	9/28/2022	R
127188 KRAFT MECHANICAL LLC	\$37,312.20	9/28/2022	R
127189 KRAUS ANDERSON CONSTRUCTION CO	\$0.00	9/28/2022	C
127190 KRAUS ANDERSON CONSTRUCTION CO	\$840,267.70	9/28/2022	R
127191 KUJALA, NICOLE N.	\$22.00	9/28/2022	R
127192 KULLY SUPPLY COMPANY	\$845.89	9/28/2022	R
127193 LABEAU, CLINTON	\$139.00	9/28/2022	R
127194 LABELLE, PAUL H.	\$80.00	9/28/2022	R
127195 LAHAYE, STEPHANIE	\$260.00	9/28/2022	R
127196 LAKESHORE LEARNING MATERIALS	\$0.00	9/28/2022	C
127197 LAKESHORE LEARNING MATERIALS	\$2,548.82	9/28/2022	R
127198 LANGUAGE LINE SERVICES	\$261.13	9/28/2022	R
127199 LARKIN, PETER J.	\$80.00	9/28/2022	R
127200 LEARNING A-Z	\$5,045.00	9/28/2022	R
127201 LINDE GAS & EQUIPMENT INC	\$65.27	9/28/2022	R
127202 LINDENMEYR MUNROE	\$0.00	9/28/2022	C
127203 LINDENMEYR MUNROE	\$16,876.38	9/28/2022	R
127204 LITERACY RESOURCES LLC	\$1,131.84	9/28/2022	R
127205 MACKIN EDUCATIONAL RESOURCES	\$40,024.20	9/28/2022	R
127206 MANNY'S PIANO MOVING, INC	\$1,000.00	9/28/2022	R
127207 MARCO TECHNOLOGIES LLC	\$430.00	9/28/2022	R
127208 MN ASSOC OF SECRETARIES TO THE PRINCIPALS	\$40.00	9/28/2022	R
127209 MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	\$0.00	9/28/2022	C
127210 MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	\$1,519.00	9/28/2022	R

127211	MATBOSS LLC	\$599.00	9/28/2022	R
127212	MAUER COMPANY	\$27,100.00	9/28/2022	R
127213	MAWSECO	\$173.25	9/28/2022	R
127214	MCDONOUGH'S WATERJETTING AND DRAIN CLEANING	\$4,566.93	9/28/2022	R
127215	MEADOWOOD TOOL CO	\$927.72	9/28/2022	R
127216	METRO MEALS ON WHEELS INC	\$5,610.40	9/28/2022	R
127217	METROPOLITAN TRANSPORTATION NETWORK	\$24,106.68	9/28/2022	R
127218	MID CITY SERVICES - INDUSTRIAL LAUNDRY	\$495.40	9/28/2022	R
127219	MID MINNESOTA STORAGE	\$5,190.00	9/28/2022	R
127220	MIDWEST BUS PARTS INC	\$485.10	9/28/2022	R
127221	MIDWEST SAFETY COUNSELORS INC	\$165.00	9/28/2022	R
127222	MN INSURANCE SCHOLASTIC TRUST	\$4,121.48	9/28/2022	R
127223	MN ASSOC OF STUDENT COUNCILS	\$100.00	9/28/2022	R
127224	MN COACHES INC	\$1,001.45	9/28/2022	R
127225	MN DEPT OF LABOR & INDUSTRY	\$300.00	9/28/2022	R
127226	MORITZ, CLAIRE S.	\$55.00	9/28/2022	R
127227	MRI SOFTWARE LLC	\$913.45	9/28/2022	R
127228	MUA, SUMMER	\$36.00	9/28/2022	R
127229	MVP & ASSOCIATES	\$0.00	9/28/2022	C
127230	MVP & ASSOCIATES	\$13,925.00	9/28/2022	R
127231	MN YOUTH ATHLETIC SERVICES	\$1,513.20	9/28/2022	R
127232	MN YOUTH READING AWARDS	\$15.00	9/28/2022	R
127233	NAC MECHANICAL & ELECTRICAL SERV	\$4,465.80	9/28/2022	R
127234	NARDINI FIRE EQUIPMENT CO INC	\$207.00	9/28/2022	R
127235	NASCO EDUCATION	\$380.24	9/28/2022	R
127236	NAVIGATE360 LLC	\$1,425.00	9/28/2022	R
127237	NCS PEARSON INC	\$740.78	9/28/2022	R
127238	NELCO	\$480.90	9/28/2022	R
127239	NORTH CENTRAL BLUE BIRD BUS SALES	\$0.00	9/28/2022	C
127240	NORTH CENTRAL BLUE BIRD BUS SALES	\$898.34	9/28/2022	R
127241	NORTH COUNTRY AUTO BODY, INC	\$1,667.77	9/28/2022	R
127242	NORTHBOUND CREATIVE	\$1,810.32	9/28/2022	R
127243	NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$200.00	9/28/2022	R
127244	NYSTROM PUBLISHING CO INC	\$10,861.83	9/28/2022	R
127245	O'REILLY AUTOMOTIVE INC	\$220.92	9/28/2022	R
127246	ODP BUSINESS SOLUTIONS, LLC	\$0.00	9/28/2022	C
127247	ODP BUSINESS SOLUTIONS, LLC	\$346.38	9/28/2022	R
127248	OJIKI, ELIJAH	\$92.00	9/28/2022	R
127249	ON SITE SANITATION INC	\$2,033.00	9/28/2022	R
127250	OPITZ, LAURIE A.	\$2,033.20	9/28/2022	R
127251	OXYGEN SERVICE COMPANY INC	\$31.25	9/28/2022	R
127252	PAN-O-GOLD	\$70.28	9/28/2022	R
127253	PATTERSON, JAMES	\$160.00	9/28/2022	R
127254	PATZOLDT CONCRETE & MASONRY LLC	\$1,903.18	9/28/2022	R
127255	PERFECTION LEARNING CORP	\$1,375.35	9/28/2022	R
127256	PIONEER MANUFACTURING CO	\$196.00	9/28/2022	R
127257	WALSER POLAR CHEVROLET	\$2,198.00	9/28/2022	R
127258	PRESENTATION SYSTEMS INC.	\$103.00	9/28/2022	R
127259	PRESS PUBLICATIONS	\$419.40	9/28/2022	R
127260	PROJECT LEAD THE WAY	\$3,200.00	9/28/2022	R

127261 RAINBOW RESOURCE CENTER INC	\$10,010.00	9/28/2022	R
127262 RAMIC, ALMIN	\$139.00	9/28/2022	R
127263 REDWOOD TOXICOLOGY LABORATORY	\$110.16	9/28/2022	R
127264 REGENTS OF THE UNIV OF MN	\$11,090.40	9/28/2022	R
127265 REPUBLIC SERVICES #899	\$6,604.60	9/28/2022	R
127266 THE RETROFIT COMPANIES INC	\$204.00	9/28/2022	R
127267 REVOLUTION SPORTING GOODS	\$2,920.00	9/28/2022	R
127268 RICKERT, PHILLIP	\$139.00	9/28/2022	R
127269 RTL CONSTRUCTION INC	\$477.68	9/28/2022	R
127270 RUGH, DYLAN	\$300.00	9/28/2022	R
127271 RUPP ANDERSON SQUIRES	\$612.00	9/28/2022	R
127272 RYDIN	\$337.00	9/28/2022	R
127273 SAFETYFIRST PLAYGROUND MAINTENANCE	\$1,100.00	9/28/2022	R
127274 SAVAGE, ALAN K. II	\$139.00	9/28/2022	R
127275 SAVVAS LEARNING COMPANY, LLC	\$0.00	9/28/2022	C
127276 SAVVAS LEARNING COMPANY, LLC	\$58,595.65	9/28/2022	R
127277 SCHACHTNER, BRENNAN W.	\$500.00	9/28/2022	R
127278 SCHMELTZER, JOSEPH A.	\$50.00	9/28/2022	R
127279 SCHOLASTIC	\$0.00	9/28/2022	C
127280 SCHOLASTIC	\$2,396.62	9/28/2022	R
127281 SCHOOL HEALTH CORPORATION	\$353.40	9/28/2022	R
127282 SCHOOL SPECIALTY LLC	\$631.86	9/28/2022	R
127283 SEEVER, GRAY	\$160.00	9/28/2022	R
127284 SHAWN GRITZMACHER PHOTOGRAPHY	\$250.00	9/28/2022	R
127285 SIGNATION SIGN GROUP	\$608.00	9/28/2022	R
127286 SMITH, SARAH	\$18.35	9/28/2022	R
127287 SOMMARS, REBECCA M.	\$19.85	9/28/2022	R
127288 SPECIAL EVENTS INC	\$3,476.00	9/28/2022	R
127289 STANDARD INSURANCE COMPANY	\$38,825.55	9/28/2022	R
127290 STAPLES	\$268.61	9/28/2022	R
127291 STATE SUPPLY CO	\$1,206.95	9/28/2022	R
127292 STAY TUNED PIANO SERVICES	\$390.00	9/28/2022	R
127293 STENGLEIN, PAUL	\$50.00	9/28/2022	R
127294 STIMULUS ATHLETIC LLC	\$161.00	9/28/2022	R
127295 SUMMIT FIRE PROTECTION	\$3,199.00	9/28/2022	R
127296 SUPERIOR STRIPING INC	\$3,215.00	9/28/2022	R
127297 SUPREME SCHOOL SUPPLY CO	\$1,530.37	9/28/2022	R
127298 SWANK MOVIE LICENSING USA	\$607.00	9/28/2022	R
127299 T-MOBILE	\$6,060.00	9/28/2022	R
127300 TALKACHOU, ARKADZI	\$278.00	9/28/2022	R
127301 TARTAN HIGH SCHOOL	\$200.00	9/28/2022	R
127302 TEACHER INNOVATIONS INC	\$108.00	9/28/2022	R
127303 TEACHER SYNERGY LLC	\$62.98	9/28/2022	R
127304 TOOLS 4 READING LLC	\$600.00	9/28/2022	R
127305 TR ENVIRONMENTAL CONSULTING LLC	\$1,360.00	9/28/2022	R
127306 TRADE PRESS INC	\$0.00	9/28/2022	C
127307 TRADE PRESS INC	\$0.00	9/28/2022	C
127308 TRADE PRESS INC	\$0.00	9/28/2022	C
127309 TRADE PRESS INC	\$7,258.27	9/28/2022	R
127310 TRANSLANGUAGES, LLC	\$0.00	9/28/2022	C

127311 TRANSLANGUAGES, LLC	\$7,436.25	9/28/2022 R
127312 TRIO SUPPLY COMPANY	\$173.09	9/28/2022 R
127313 TROY BURNE GOLF CLUB	\$4,469.34	9/28/2022 R
127314 TUMBLEWEED PRESS INC	\$4,800.00	9/28/2022 R
127315 TWIN CITY JANITOR SUPPLY CO	\$0.00	9/28/2022 C
127316 TWIN CITY JANITOR SUPPLY CO	\$13,694.74	9/28/2022 R
127317 TWIN CITY TRANSPORTATION INC	\$1,972.17	9/28/2022 R
127318 US BANK	\$1,800.00	9/28/2022 R
127319 US FOODS CULINARY EQUIP & SUPPLIES	\$1,053.95	9/28/2022 R
127320 VACHING, KRISS C.	\$88.80	9/28/2022 R
127321 VAN ALLAN COMMUNICATIONS	\$8,509.50	9/28/2022 R
127322 VELLEUX, ARABELLA	\$110.00	9/28/2022 R
127323 VERITEXT	\$355.00	9/28/2022 R
127324 VERIZON WIRELESS	\$1,194.79	9/28/2022 R
127325 VIKING AUTOMATIC SPRINKLER CO	\$0.00	9/28/2022 C
127326 VIKING AUTOMATIC SPRINKLER CO	\$0.00	9/28/2022 C
127327 VIKING AUTOMATIC SPRINKLER CO	\$0.00	9/28/2022 C
127328 VIKING AUTOMATIC SPRINKLER CO	\$8,185.00	9/28/2022 R
127329 VIKING ELECTRIC SUPPLY	\$0.00	9/28/2022 C
127330 VIKING ELECTRIC SUPPLY	\$0.00	9/28/2022 C
127331 VIKING ELECTRIC SUPPLY	\$1,861.61	9/28/2022 R
127332 VLIEGER, DANIEL R.	\$75.00	9/28/2022 R
127333 WALTER, BRIAN M.	\$80.00	9/28/2022 R
127334 WASHINGTON COUNTY	\$153.20	9/28/2022 R
127335 WHITE BEAR TOWNSHIP	\$50.00	9/28/2022 R
127336 WEST MUSIC COMPANY	\$0.00	9/28/2022 C
127337 WEST MUSIC COMPANY	\$3,338.24	9/28/2022 R
127338 WHITE BEAR MAKERSPACE	\$360.00	9/28/2022 R
127339 WILLMER PUBLIC SCHOOLS	\$3,294.66	9/28/2022 R
127340 WILSON, JOHN J.	\$92.00	9/28/2022 R
127341 WL HALL COMPANY	\$825.00	9/28/2022 R
127342 WOLF RIDGE ENVIRONMENTAL	\$600.00	9/28/2022 R
127343 WORLD'S FINEST CHOCOLATE INC	\$8,785.00	9/28/2022 R
127344 AMAZON CAPITAL SERVICES	\$0.09	9/29/2022 R
127345 HOME DEPOT CREDIT SERVICES	\$785.77	9/29/2022 R
127346 LANG, DILLON C.	\$62.00	9/29/2022 R
127347 LINDENMEYR MUNROE	\$1,828.00	9/29/2022 R
127348 LORENZ BUS SERVICE INC	\$7,832.00	9/29/2022 R
9993985 INTERNAL REVENUE SERVICE	\$16,637.59	9/1/2022 R
9993986 MN DEPT OF REVENUE	\$2,775.78	9/1/2022 R
9993987 PUBLIC EMP RETIREMENT ASSOC	\$6,422.13	9/1/2022 R
9993988 TEACHERS RETIREMENT ASSOC	\$208.62	9/1/2022 R
9993989 INTERNAL REVENUE SERVICE	\$0.00	9/6/2022 C
9993990 INTERNAL REVENUE SERVICE	\$1,088.73	9/6/2022 R
9993991 MN DEPT OF REVENUE	\$204.27	9/6/2022 R
9993992 PUBLIC EMP RETIREMENT ASSOC	\$489.67	9/6/2022 R
9993993 AIG	\$5,660.56	9/15/2022 R
9993994 AMERICAN FUNDS	\$73,153.51	9/15/2022 R
9993995 AMERIPRISE FINANCIAL SERVICES	\$15,630.99	9/15/2022 R
9993996 AXA EQUITABLE	\$26,734.05	9/15/2022 R

9993997	BENEFIT RESOURCE, INC	\$78,434.96	9/15/2022	R
9993998	EDUCATION MN ESI BILLING TRUST	\$32,660.44	9/15/2022	R
9993999	INTERNAL REVENUE SERVICE	\$0.00	9/15/2022	C
9994000	INTERNAL REVENUE SERVICE	\$0.00	9/15/2022	C
9994001	INTERNAL REVENUE SERVICE	\$0.00	9/15/2022	C
9994002	INTERNAL REVENUE SERVICE	\$0.00	9/15/2022	C
9994003	INTERNAL REVENUE SERVICE	\$0.00	9/15/2022	C
9994004	INTERNAL REVENUE SERVICE	\$0.00	9/15/2022	C
9994005	INTERNAL REVENUE SERVICE	\$0.00	9/15/2022	C
9994006	INTERNAL REVENUE SERVICE	\$0.00	9/15/2022	C
9994007	INTERNAL REVENUE SERVICE	\$0.00	9/15/2022	C
9994008	INTERNAL REVENUE SERVICE	\$767,210.89	9/15/2022	R
9994009	METROPOLITAN LIFE	\$1,109.60	9/15/2022	R
9994010	MN DEPT OF HUMAN SERVICES	\$840.00	9/15/2022	R
9994011	MN DEPT OF REVENUE	\$0.00	9/15/2022	C
9994012	MN DEPT OF REVENUE	\$129,412.79	9/15/2022	R
9994013	MN REVENUE	\$1,395.57	9/15/2022	R
9994014	MN STATE RETIREMENT	\$4,635.65	9/15/2022	R
9994015	PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	\$2,981.91	9/15/2022	R
9994016	PUBLIC EMP RETIREMENT ASSOC	\$0.00	9/15/2022	C
9994017	PUBLIC EMP RETIREMENT ASSOC	\$100,059.13	9/15/2022	R
9994018	TEACHERS RETIREMENT ASSOC	\$0.00	9/15/2022	C
9994019	TEACHERS RETIREMENT ASSOC	\$416,005.58	9/15/2022	R
9994020	VANGUARD SMALL BUSINESS SERVICES	\$35,104.35	9/15/2022	R
9994021	SAM'S CLUB/SYNCHRONY BANK	\$0.00	9/19/2022	C
9994022	SAM'S CLUB/SYNCHRONY BANK	\$1,008.82	9/19/2022	R
9994023	US BANK	\$121,674.53	9/23/2022	R
9994024	BMO	\$0.00	9/23/2022	C
9994025	BMO	\$0.00	9/23/2022	C
9994026	BMO	\$0.00	9/23/2022	C
9994027	BMO	\$0.00	9/23/2022	C
9994028	BMO	\$0.00	9/23/2022	C
9994029	BMO	\$0.00	9/23/2022	C
9994030	BMO	\$0.00	9/23/2022	C
9994031	BMO	\$0.00	9/23/2022	C
9994032	BMO	\$0.00	9/23/2022	C
9994033	BMO	\$0.00	9/23/2022	C
9994034	BMO	\$0.00	9/23/2022	C
9994035	BMO	\$0.00	9/23/2022	C
9994036	BMO	\$0.00	9/23/2022	C
9994037	BMO	\$0.00	9/23/2022	C
9994038	BMO	\$0.00	9/23/2022	C
9994039	BMO	\$0.00	9/23/2022	C
9994040	BMO	\$0.00	9/23/2022	C
9994041	BMO	\$0.00	9/23/2022	C
9994042	BMO	\$32,190.68	9/23/2022	R
9994043	AIG	\$6,657.30	9/30/2022	R
9994044	AMERICAN FUNDS	\$77,162.15	9/30/2022	R
9994045	AMERIPRISE FINANCIAL SERVICES	\$19,601.36	9/30/2022	R
9994046	AXA EQUITABLE	\$30,903.65	9/30/2022	R

9994047	BENEFIT RESOURCE, INC	\$0.00	9/30/2022	C
9994048	BENEFIT RESOURCE, INC	\$0.00	9/30/2022	C
9994049	BENEFIT RESOURCE, INC	\$662,110.27	9/30/2022	R
9994050	EDUCATION MN ESI BILLING TRUST	\$33,545.26	9/30/2022	R
9994051	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994052	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994053	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994054	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994055	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994056	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994057	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994058	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994059	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994060	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994061	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994062	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994063	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994064	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994065	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994066	INTERNAL REVENUE SERVICE	\$0.00	9/30/2022	C
9994067	INTERNAL REVENUE SERVICE	\$832,255.41	9/30/2022	R
9994068	METROPOLITAN LIFE	\$1,054.60	9/30/2022	R
9994069	MN DEPT OF HUMAN SERVICES	\$840.00	9/30/2022	R
9994070	MN DEPT OF REVENUE	\$0.00	9/30/2022	C
9994071	MN DEPT OF REVENUE	\$0.00	9/30/2022	C
9994072	MN DEPT OF REVENUE	\$0.00	9/30/2022	C
9994073	MN DEPT OF REVENUE	\$137,015.76	9/30/2022	R
9994074	MN REVENUE	\$1,033.37	9/30/2022	R
9994075	MN STATE RETIREMENT	\$5,153.88	9/30/2022	R
9994076	PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	\$3,202.97	9/30/2022	R
9994077	PUBLIC EMP RETIREMENT ASSOC	\$0.00	9/30/2022	C
9994078	PUBLIC EMP RETIREMENT ASSOC	\$0.00	9/30/2022	C
9994079	PUBLIC EMP RETIREMENT ASSOC	\$0.00	9/30/2022	C
9994080	PUBLIC EMP RETIREMENT ASSOC	\$138,193.23	9/30/2022	R
9994081	TEACHERS RETIREMENT ASSOC	\$0.00	9/30/2022	C
9994082	TEACHERS RETIREMENT ASSOC	\$0.00	9/30/2022	C
9994083	TEACHERS RETIREMENT ASSOC	\$0.00	9/30/2022	C
9994084	TEACHERS RETIREMENT ASSOC	\$423,645.44	9/30/2022	R
9994085	VANGUARD SMALL BUSINESS SERVICES	\$0.00	9/30/2022	C
9994086	VANGUARD SMALL BUSINESS SERVICES	\$40,206.01	9/30/2022	R
222300186	ANDERSON, AMY M.	\$82.74	9/14/2022	A
222300187	ANDERSON, JON C.	\$30.00	9/14/2022	A
222300188	BASHORE, MEGAN L.	\$85.27	9/14/2022	A
222300189	BEACH, RODNEY W.	\$228.75	9/14/2022	A
222300190	BEDELL, KYLEEN G.	\$65.00	9/14/2022	A
222300191	BERLIN, KATHERINE L.	\$44.50	9/14/2022	A
222300192	BOEKE, LAUREN B.	\$10.18	9/14/2022	A
222300193	CAMPBELL GANDIA, SOFIA M.	\$21.06	9/14/2022	A
222300194	DAHLM, ALEX R.	\$28.08	9/14/2022	A
222300195	DEEN, DENISE T.	\$106.88	9/14/2022	A

222300196 DENNIS, MICHAEL S.	\$130.00	9/14/2022 A
222300197 DIMEGLIO, JOSEPH V.	\$445.20	9/14/2022 A
222300198 DOMSCHOT, KATHLEEN S.	\$325.00	9/14/2022 A
222300199 DOUGLAS, RACHEL C.	\$39.00	9/14/2022 A
222300200 DRANGE, ANGELA M.	\$191.95	9/14/2022 A
222300201 EDWARDS, LANNIE J.	\$20.00	9/14/2022 A
222300202 ELLETSON, KATHLEEN E.	\$60.00	9/14/2022 A
222300203 GAYLE, SHERI G.	\$130.00	9/14/2022 A
222300204 HANNIGAN, TAMMIE L.	\$174.95	9/14/2022 A
222300205 JOHNSON, SARA E.	\$101.84	9/14/2022 A
222300206 KILGO, GRACE C.	\$71.00	9/14/2022 A
222300207 KUNZA, JOEY L.	\$24.38	9/14/2022 A
222300208 MERSCH, NICOLE A.	\$38.50	9/14/2022 A
222300209 MOORE, JENNIFER R.	\$29.38	9/14/2022 A
222300210 MUELLNER, SARAH M.	\$211.46	9/14/2022 A
222300211 MULLEN, NANCY D.	\$139.00	9/14/2022 A
222300212 NELSON, LISA C.	\$122.50	9/14/2022 A
222300213 OKLOBZIJA, MOLLY M.	\$346.33	9/14/2022 A
222300214 OSBERG, SAMANTHA T.	\$71.39	9/14/2022 A
222300215 PETERSEN, JILL M.	\$16.23	9/14/2022 A
222300216 PHETTEPLACE, WANDA M.	\$40.39	9/14/2022 A
222300217 RANCOUR, RACHEL	\$119.05	9/14/2022 A
222300218 RIEBOW, SHANNON J.	\$124.11	9/14/2022 A
222300219 ROLOFF, STEPHANIE H.	\$20.10	9/14/2022 A
222300220 SCHMIDT, LAURA M.	\$1,061.86	9/14/2022 A
222300221 SHOOK, KASSIE L.	\$299.34	9/14/2022 A
222300222 SOURDIF, LAURA L.	\$46.53	9/14/2022 A
222300223 STEUSSY, MELISSA R.	\$13.16	9/14/2022 A
222300224 STEWART, SCOTT J.	\$65.00	9/14/2022 A
222300225 MEATH, JILL L.	\$133.13	9/14/2022 A
222300226 THOM, NANCY L.	\$239.60	9/14/2022 A
222300227 VEDDOY, CATHRYN A.	\$31.98	9/14/2022 A
222300228 ANDERSON, TERESA L.	\$75.89	9/28/2022 A
222300229 BERNDT, MICHELE R.	\$80.97	9/28/2022 A
222300230 BOEKE, LAUREN B.	\$16.17	9/28/2022 A
222300231 BONSELL, KATHRYN L.	\$69.53	9/28/2022 A
222300232 BOWERMASTER, TRACI G.	\$2,264.27	9/28/2022 A
222300233 CAMPBELL GANDIA, SOFIA M.	\$52.63	9/28/2022 A
222300234 CARDENAS, DAVID A.	\$36.25	9/28/2022 A
222300235 CARLEY, ANDREA J.	\$60.45	9/28/2022 A
222300236 DERBY, SARA A.	\$61.25	9/28/2022 A
222300237 DINEHART, CHARLOTTE L.	\$29.99	9/28/2022 A
222300238 DRAKE, STACY A.	\$77.50	9/28/2022 A
222300239 ECKTON, DANA M.	\$218.88	9/28/2022 A
222300240 ELIAS, JENNIFER J.	\$232.33	9/28/2022 A
222300241 FILIPEK, KAREN A	\$149.75	9/28/2022 A
222300242 FOSS, TERESA M.	\$14.75	9/28/2022 A
222300243 FROGNER, JANINE M.	\$74.99	9/28/2022 A
222300244 FUHRMAN, SARAH J.	\$47.77	9/28/2022 A
222300245 GARFIELD, ESSIA M.	\$123.05	9/28/2022 A

222300246 GUTHRIE, ASHLEY M.	\$107.05	9/28/2022 A
222300247 HUBBARD, MICHELLE K.	\$82.50	9/28/2022 A
222300248 KONE, AMINATA	\$39.94	9/28/2022 A
222300249 KRATZKE, ELIZABETH A.	\$114.75	9/28/2022 A
222300250 KUEMMEL, JANEEN E.	\$45.00	9/28/2022 A
222300251 LAMWERS, LINDSAY M.	\$225.20	9/28/2022 A
222300252 LEHN, BRIDGET N.	\$508.78	9/28/2022 A
222300253 LUDENS, ALYSSA M.	\$14.00	9/28/2022 A
222300254 LYDON, CASSANDRA K.	\$58.62	9/28/2022 A
222300255 MANLEY, KATHLEEN M.	\$214.00	9/28/2022 A
222300256 MCGARTHWAITE, NICOLE M.	\$225.00	9/28/2022 A
222300257 MELDE, REBECCA R.	\$127.46	9/28/2022 A
222300258 MENCKE, LAURIE A.	\$159.00	9/28/2022 A
222300259 MENIER, MATTHEW M.	\$68.30	9/28/2022 A
222300260 MERSCH, NICOLE A.	\$30.00	9/28/2022 A
222300261 MOORE, JENNIFER R.	\$130.00	9/28/2022 A
222300262 MOREAU, CALLI M.	\$30.00	9/28/2022 A
222300263 NELSON, ANGELA A.	\$27.48	9/28/2022 A
222300264 O'LEARY, CHADRICK J.	\$526.69	9/28/2022 A
222300265 OGDEN, TERESA L.	\$55.94	9/28/2022 A
222300266 OTTAVIANI, AMY M.	\$27.99	9/28/2022 A
222300267 PERRY, MEGAN M.	\$2,089.95	9/28/2022 A
222300268 ROBINSON, EMMA	\$135.00	9/28/2022 A
222300269 ROGNEY, CHERI L.	\$130.33	9/28/2022 A
222300270 ROLOFF, STEPHANIE H.	\$365.33	9/28/2022 A
222300271 SCHMID, NICOLE R.	\$175.59	9/28/2022 A
222300272 SCHROEDER, AMANDA S.	\$192.79	9/28/2022 A
222300273 SHOOK, KASSIE L.	\$77.22	9/28/2022 A
222300274 SKILDUM, JULIE M.	\$95.00	9/28/2022 A
222300275 STEINER, HEATHER A.	\$40.57	9/28/2022 A
222300276 SYNAN, ERIN K.	\$9.00	9/28/2022 A
222300277 TOLONEN, CLAY S.	\$71.90	9/28/2022 A
222300278 VO, SANG T.	\$121.89	9/28/2022 A
222300279 VOLLMER, JENNA D.	\$223.99	9/28/2022 A
222300280 WILSON, PATRICK W.	\$81.88	9/28/2022 A
222300281 YANG, SHIRLEY	\$28.00	9/28/2022 A

\$16,080,130.28

RESOLUTION FOR ACCEPTANCE OF GIFTS

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

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

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

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

AGENDA ITEM: **Acceptance of Gifts**

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Action Item**

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

Donation	Donor	Recipient
A large quantity of snacks	Tom Sinnet	Early Childhood Program
Two \$30 gift cards to Target	Fred Mosagwe Nyandika	Early Childhood Program
\$50.00	Blackbaud Giving Fund Wells Fargo	Lakeaires Elementary
\$28.97	Coca Cola	Lakeaires Elementary
\$1,000.00	Charles and Clare Koch	Otter Lake Elementary Anderson Fox Memorial
\$500.00 & school supplies	City of Gem Lake	Willow Lane Elementary
Kleenex, Mac & Cheese, and Granola Bars	Jennifer Black-Fischer	Area Learning Center
\$300.00	VFW Keep Zimmer Post #1782	WBLAHS- South Campus Adapted Athletics Teams
\$300.00	VFW Keep Zimmer Post #1782	WBLAHS - South Campus WBLAHS Football Scholarship
\$500.00	Spire Credit Union	Week Without Walls
\$250.00	Vadnais Heights Lions Club Foundation	Week Without Walls
\$500.00	Hugo Lions Club	Week Without Walls
\$424.25	Mike Bickel	Week Without Walls
\$500.00	Vanessa Schulte	Week Without Walls
\$2,000.00	White Bear Lake Area Educational Foundation	Week Without Walls

\$200.00	Susanne Meyer	The Senior Center
\$50.00	Janet Bowser	The Senior Center
\$400.00	Lynn Nystrom	the Senior Center
\$90.00	Shirley Lockbeam	The Senior Center Meals on Wheels
\$5.00	Carrie Godfrey	The Senior Center Meals on Wheels
\$549.00	American Heart Association	District Center - YM Grant
\$10.00	Cybergrants Target	District Center
\$28.50	Greater Twin Cities United Way	District Center
\$95.37	Thomson Reuters	District Center

RECOMMENDED ACTION:

Approve.

AGENDA ITEM: **Field Trip Request**

MEETING DATE: **October 10, 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	Trans- portation	Purpose
10/5 - 10/7/2022 Deep Portage Learning Center	Maggie Clark, Ann St. Martin, and Nancy Thom	North Star Elementary 5th grade	3	75	\$200	\$20,000 PTA, student fundraiser, families	Charter bus	To provide an outdoor environmental education experience that cannot be duplicated in a regular school setting.
10/5 - 10/7-2022 Wolf Ridge Environmental Learning Center	Allison Theissen and Emma Robinson	Birch Lake Elementary 5th grade	3	37	\$75	\$9,990 PTA, student fundraiser, families	Charter bus	To align with science standards and provide social-emotional learning.

10/6 - 10/7/2022 Camp Lake Beauty, Long Prairie, MN	Myers and Watters	ALC	2	5	\$25	\$975 Students, student activity fund, Perkins	District bus	MAAP STARS Fall Leadership Conference
10/7 - 10/8/2022 Alexandria, MN	Christine Thomas	Girls Cross Country	1/2	27	\$0	\$2,000 Athletics and Booster Club	District bus	Cross Country team race.
11/25 - 11/26/2022 Duluth and Hibbing, MN	Tim Sager	Boys JV and Varsity Hockey	0	41	\$0	\$6,000 Blue Line Club	Charter bus	Players will participate in two tremendous non-conference games.
12/9 - 12/10/2022 Brainerd, MN	Craig Nasvik	Wrestling	1	36	\$75	\$75/student Fundraisers and families	District bus and van	Players will compete in the annual Lumberjack Wrestling Invite.
12/19 - 12/21/2022 Long Lake Conservation Center	Abbi Case	Oneka Elementary 5th grade	2	72	\$190	\$13,400 Families, fundraisers, and scholarships	Charter bus	Long Lakes's program ties into MN standards in science, social studies, and literacy. While there, our activities also focus on team building, responsibility, and strengthening the bonds among our students before sending them to middle school.

12/27 - 12/29/2022 Rogers, MN	Craig Nasvik	Wrestling	0	36	\$125	\$125/student Fundraisers and families	District bus	Players will compete in the annual 36 team invite.
3/23 - 3/26/2023 Phoenix, AZ	Craig Nasvik	Boys and Girls Golf	1	16	\$944	\$944/student Fundraisers and families	Airplane and rental van	Spring trip for top 8 returning golfers on the boys and girls teams.
4/13 - 4/16/2023 New York City, NY	Wendy Suoja	WBLAHS Choir	2	50	\$1900	\$1900/student Fundraisers and families	Airplane and rentals	To create an opportunity for our choir students to be exposed to music performances, bonding experiences, and the culture of NYC.
5/20 - 5/22/2023 Washington D.C.	Michael McCollough	Central Middle School 8th grade	1	20-40	\$1699	\$1699/student Families, Worldstrides scholarships and Gifts of Education	Airplane and rentals	Students will explore some of our nation's most important historical sites.

RECOMMENDED ACTION:

Approve the field trips listed as recommended by the administration.

RESOLUTION FOR HUMAN RESOURCES ITEMS

WHEREAS, the School Board believes it necessary and appropriate to approve the human resources items that are reflected upon the following pages; and

WHEREAS, that human resources items, A-5(f), as revised be approved on the premise that they conform to previously Board approved actions or contractual agreements.

THEREFORE BE IT RESOLVED, that the School Board authorizes the approval of the human resources items listed in Consent Agenda Items A-5(f).

RESIGNATION/TERMINATION/NON-RENEWAL - CLASSIFIED STAFF

KATHERINE CARLSON – NS Assistant - WBLAHS - South Campus

Employed by District 624 since 09/08/2021

Effective Date: 09/09/2022

KERIANN CROWTHER – Lunchroom Assistant - Central Middle School

Employed by District 624 since 09/06/2022

Effective Date: 10/14/2022

LINA JOHNSON – Health Assistant - Otter Lake Elementary

Employed by District 624 since 09/14/2022

Effective Date: 09/23/2022

BROOKE O'QUINN – Paraeducator - Sunrise Park Middle School

Employed by District 624 since 09/06/2022

Effective Date: 10/05/2022

ROSANNA ROGERS – Paraeducator - Lincoln Elementary

Employed by District 624 since 09/10/2020

Effective Date: 09/30/2022

NELLE TOKHEIM – Media Clerk - Birch Lake Elementary

Employed by District 624 since 08/29/2022

Effective Date: 09/30/2022

RESIGNATION/TERMINATION/NON-RENEWAL - CERTIFIED STAFF
--

AARON HAGEN – Special Education Teacher - Birch Lake Elementary

Employed by District 624 since 08/30/2021

Effective Date: 06/13/2022

KJERSTEN LARSON – FACS Teacher - WBLAHS - North Campus

Employed by District 624 since 08/30/2021

Effective Date: 06/13/2022

LAI LAU – ELL and Chinese Teacher - Vadnais Heights Elementary

Employed by District 624 since 08/22/2012

Effective Date: 10/03/2022

RESIGNATION/TERMINATION/NON-RENEWAL - NON-AFFILIATED

TRACI DONAHOE – Nutrition Services Specialist - District Center

Employed by District 624 since 03/27/2018

Effective Date: 09/28/2022

JENNIFER MOORE – Career Pathways Coordinator - WBLAHS - South Campus

Employed by District 624 since 08/07/2017

Effective Date: 09/16/2022

RETIREMENT - CLASSIFIED STAFF

NANCY VOGT – Media Clerk - WBLAHS - South Campus

Employed by District 624 since 08/27/1996

Effective Date: 09/09/2021

RETIREMENT - CERTIFIED STAFF

MARY HERMANS – School Nurse - Otter Lake Elementary

Employed by District 624 since 08/24/2000

Effective Date: 11/09/2021

EXTRA ASSIGNMENT - CERTIFIED STAFF

MARK DOSCHOT – .2 FTE Language Arts Teacher - WBLAHS - North Campus

MA + 60, Step 13 \$1,358.73

Effective Date: 09/06/2022 - 9/23/2022

KELSEY GRONHOVD – .2 FTE Language Arts Teacher - WBLAHS - North Campus

MA + 60, Step 5 \$921.92

Effective Date: 09/06/2022 - 9/23/2022

HANNAH HENSLEY – .2 FTE Language Arts Teacher - WBLAHS - North Campus

BA, Step 3 \$723.56

Effective Date: 09/06/2022 - 9/23/2022

JOSHUA LEHR – .2 FTE Language Arts Teacher - WBLAHS - North Campus

MA + 60, Step 13 \$1,358.73

Effective Date: 09/06/2022 - 9/23/2022

SHELLY LUSTIG – .1 FTE Math Teacher - WBLAHS - South Campus

MA + 60, Step 13 \$727.89

Effective Date: 09/19/2022 - 10/07/2022

AMY SAARIBOVRE – .2 FTE Math Teacher - WBLAHS - South Campus
BA + 45, Step 8 \$932.78
Effective Date: 09/19/2022 - 10/07/2022

SUSAN STEPHAN – .1 FTE Math Teacher - WBLAHS - South Campus
MA + 60, Step 13 \$727.89
Effective Date: 09/19/2022 - 10/07/2022

CARLA TRIGGS – .1 FTE Language Arts Teacher - Sunrise Park Middle School
MA + 60, Step 13 \$9,414.12
Effective Date: 08/30/2022 - 06/12/2023

ANTHONY WALFOORT – .2 FTE Language Arts Teacher - WBLAHS - North Campus
MA + 60, Step 13 \$1,358.73
Effective Date: 09/06/2022 - 9/23/2022

CHANGE IN ASSIGNMENT - CLASSIFIED STAFF
--

STEPHANIE ALBIN – Instructional Assistant - Vadnais Heights
From 12.49 hrs. Per wk. To 29.9 hrs. per wk.
Effective Date: 09/12/2022

KERIANN CROWTHER – OST Program Assistant - Lakeaires Elementary
\$20.50 per hr., From 22.5 hrs. Per wk. To 27.5 hrs. per wk.
Effective Date: 10/03/2022

ELIZABETH DIAGAFFE – Instructional Assistant - Vadnais Heights
From 12.49 hrs. Per wk. To 23 hrs. per wk.
Effective Date: 09/12/2022

KYLEE KWAPIS – Bus Aide - Bus Garage
From 20 hrs. Per wk. To 33.75 hrs. per wk.
Effective Date: 09/20/2022

SUSAN LENNE – Administrative Assistant - Attendance - Sunrise Park Middle School
From 25 hrs. Per wk. To 35 hrs. per wk.
Effective Date: 09/19/2022

MALERIE SCHMIDT – From Student Supervisor to Special Education Para - Central
From 37.25 hrs. Per wk. To 32.5 hrs. per wk.
Effective Date: 09/06/2022

GABRIELLE SCHLOSSER – Nutrition Service Assistant - Central Middle School
From 21.25 hrs. Per wk. To 22.5 hrs. per wk.
Effective Date: 09/20/2022

HEIDI SIEBENALER – From Nutrition Service Assistant - Central Middle School
To NS Production Lead - Central Middle School
From 22.5hrs. Per wk. To 27.5 hrs. per wk.
Effective Date: 09/19/2022

RETURN FROM LEAVE OF ABSENCE - CERTIFIED STAFF

MARY MILES – Physical Therapist - Normandy Park
Employed by District 624 since 08/26/2004
Effective Date: 09/20/2022

FULL TIME LEAVE OF ABSENCE - CLASSIFIED STAFF

DIANE ROULEAU – Paraeducator - Central Middle School
Employed by District 624 since 05/22/1997
Effective Date: 09/06/2022 through 10/14/2022

FULL TIME LEAVE OF ABSENCE - CERTIFIED STAFF

KENDALL GONZALEZ – Kindergarten Teacher - Matoska Elementary
Employed by the District 624 since 08/24/2011
Effective Date: 08/29/2022 through 10/17/2022

TAMMY REED – Intervention Teacher - Willow Lane Elementary
Employed by the District 624 since 11/30/2009
Effective Date: 12/13/2022 through 01/09/2023

KARI SOLHEIM – 1st Grade Teacher - Birch Lake Elementary
Employed by the District 624 since 08/24/2011
Effective Date: 09/19/2022 through 11/22/2022

NEW PERSONNEL - CLASSIFIED STAFF

CHRISTOPHER ANDERSON – Lunchroom Supervisor - Oneka Elementary
\$19.32 per hr., 15 hrs. per wk.
Effective Date: 09/19/2022

CHRISTOPHER ANDERSON – OST Program Assistant - Oneka Elementary
\$18.50 per hr., 16.25 hrs. per wk.
Effective Date: 09/19/2022

BAYLEE HAMILTON – Lunchroom Supervisor - Central Middle School

\$19.32 per hr., 12.5 hrs. per wk.

Effective Date: 10/03/2022

DOROTHY BECK – Paraeducator - WBLAHS - North Campus

\$20.61 per hr., 32.5 hrs. per wk.

Effective Date: 09/06/2022

JENNIFER BRUSKI – Paraeducator - WBLAHS - South Campus

\$20.61 per hr., 25 hrs. per wk.

Effective Date: 09/29/2022

NICOLE CHESSNOE – Paraeducator - Normandy Park

\$20.61 per hr., 24 hrs. per wk.

Effective Date: 10/24/2022

KERIANN CROWTHER – OST Program Assistant - Birch Lake & Matoska Elementary

\$20.50 per hr., 22.5 hrs. per wk.

Effective Date: 09/19/2022

THERESA DECHAIINE – Paraeducator - Central Middle School

\$20.61 per hr., 32.5 hrs. per wk.

Effective Date: 09/29/2022

AIME DEWITT – Media Clerk - Otter Lake Elementary

\$19.32 per hr., 30 hrs. per wk.

Effective Date: 08/29/2022

CELESTE GILLITZER – Media Clerk & Lunchroom Supervisor - Willow Lane Elementary

\$19.32 per hr., 27.5 hrs. per wk.

Effective Date: 10/03/2022

MACKENZIE GRINNELL – Paraeducator - Otter Lake Elementary

\$20.61 per hr., 32.5 hrs. per wk.

Effective Date: 10/17/2022

DEBORAH HAGEN – NS Part Time - WBLAHS - North Campus

\$16.60 per hr., 18.75 hrs. per wk.

Effective Date: 09/06/2022

CATHERINE HASAPOPULOS – Paraeducator - WBLAHS - North Campus

\$20.61 per hr., 26.75 hrs. per wk.

Effective Date: 09/19/2022

BECKY JENSEN – Lunchroom Supervisor - North Star Elementary
\$19.32 per hr., 13.75 hrs. per wk.
Effective Date: 09/19/2022

BECKY JENSEN – OST Program Assistant - North Star Elementary
\$18.50 per hr., 20 hrs. per wk.
Effective Date: 09/19/2022

LINA JOHNSON – Health Assistant - Otter Lake Elementary
\$25.48 per hr., 37.5 hrs. per wk.
Effective Date: 09/14/2022

MATTHEW KLEIST – Bus Aide - Bus Garage
\$19.26 per hr., 25 hrs. per wk.
Effective Date: 10/10/2022

HEIDI KRAMLINGER – Media Clerk - Birch Lake Elementary
\$19.32 per hr., 17.5 hrs. per wk.
Effective Date: 08/10/2022

PATRICIA NELSON – NS Assistant- WBLAHS - South Campus
\$17.50 per hr., 16.25 hrs. per wk.
Effective Date: 10/05/2022

ANNETTE KUUSISTO-SMITH – Health Assistant - Otter Lake Elementary
\$25.48 per hr., 37.5 hrs. per wk.
Effective Date: 10/10/2022

MARRISA LEE – OST Program Assistant - Oneka Elementary
\$18.50 per hr., 14.99 hrs. per wk.
Effective Date: 08/28/2022

MAGON LINDBLOM – Lunchroom Supervisor - Lincoln Elementary
\$19.32 per hr., 13.75 hrs. per wk.
Effective Date: 08/29/2022

MAGON LINDBLOM – OST Program Assistant - Lincoln Elementary
\$18.50 per hr., 13.75 hrs. per wk.
Effective Date: 08/29/2022

JOSHUA NOEL – Lunchroom Supervisor - Matoska Elementary
\$19.32 per hr., 12.5 hrs. per wk.
Effective Date: 09/20/2022

AUSTIN SCHAEFER – Custodian - Oneka Elementary

\$20.50 per hr., 40 hrs. per wk.

Effective Date: 09/26/2022

DENNIS SCHOUVELLER – Bus Driver - Bus Garage

\$20.90 per hr., 25 hrs. per wk.

Effective Date: 10/04/2022

ERICKA STOOKSBURY – Paraeducator - Central Middle School

\$20.61 per hr., 32.5 hrs. per wk.

Effective Date: 10/10/2022

RENEE THORSON-VANEK – Paraeducator - WBLAHS - North Campus

\$20.61 per hr., 32.5 hrs. per wk.

Effective Date: 10/03/2022

MATTHEW TIERNEY – Paraeducator - WBLAHS - South Campus

\$20.61 per hr., 32.5 hrs. per wk.

Effective Date: 09/26/2022

NEW PERSONNEL - CERTIFIED STAFF
--

CHELSEA LLOYD – Choir Teacher - Sunrise Park Middle School

.5 FTE BA, Step 1, \$21,542.60

Effective Date: 09/28/2022

LONG TERM SUBSTITUTE - CERTIFIED STAFF

TAMARA BALDES – Full Time Building Reserve - ALC

\$205 per day

Effective Date: 2022-2023 School Year

KARLA KELLER – 1st Grade Teacher - Birch Lake Elementary

MA, step 6, \$15,352.01

Effective Date: 09/19/2022 through 11/22/2022

AMY OTTESON – Art Teacher - Sunrise Park Middle School

MA + 15, step 9, \$19,073.94

Effective Date: 10/17/2022 - 01/09/2023

JERMAINE WILEY – Full Time Building Reserve - WBLAHS - North & South campus

\$205 per day

Effective Date: 2022-2023 School Year

AGENDA ITEM: **Quarterly Investment Update**

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Action Item**

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

BACKGROUND:

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

The School District works with two investment advisers, Brian Johnson with Public Financial Management (PFM) who manages the Minnesota School District Liquid Asset Fund Plus (MSDLAF+), a comprehensive cash management program developed as a collaboration of Minnesota Public Schools to pool funds to maximize investment earnings. Operating investments are primarily held and invested by MSDLAF+. Facilities referendum proceeds are managed by Ryan Miles with Ehlers, Inc.

Below you will find the information concerning our investments as of quarter-end. In the money market space, rates on short-term commercial paper, bank CDs, and Agency discount notes surged in lock-step with the Fed’s expected rate hikes. Short-term investments now offer excellent income opportunities. The District’s total overall aggregate general operating funds follows the District’s investment policy statement and Minnesota state statutes (Minnesota Statutes 118A.04) as all of the investment holdings are of extremely high quality. The District’s Other Post Employment Benefits (“OPEB”) Trust fund is also in compliance with Minnesota Statutes 356A.

As a reminder, the District can invest its operating general funds in only the most high-quality (low-risk) securities as allowed by Minnesota state statutes and the District’s investment policy guidelines. This includes government securities (U.S. Treasuries and Federal Agencies such as Fannie Mae, Freddie Mac, and mortgage-backed federal investments, and instruments of other government-sponsored enterprises); high-grade commercial paper, which is short-term, highly-rated debt of corporate issuers; certificates of deposit (collateralized and FDIC-insured); municipal bonds (state and local government securities); collateralized investment agreements; banker’s acceptances; repurchase agreements; and cash/money market funds or local

government investment pools. Since the permitted investments as allowed by state statute are of the highest safety (and least risk), general operating fund investment earnings generated by governmental entities like the District tend to be low relative to portfolios managed with more latitude.

For the period ending September 30, 2022, the District's overall general operating funds had the following characteristics:

Operating and Debt Funds Portfolio Summary		
Portfolio Holdings	Closing Market Value	Current Yield
MSDLAF+ Liquid Class	\$21,627,809.04	2.67%
MSDLAF+ MAX Class	\$4,505.32	2.78%
<i>Total</i>	<i>\$21,632,314.36</i>	
Operating and Debt Funds Portfolio Summary		
Type of Funds	Market Value	% of Assets
Temporarily Restricted Funds	\$961,322.36	4.4%
Unrestricted Funds	\$20,670,992.00	95.6%
<i>Total</i>	<i>\$21,632,314.36</i>	<i>100.0%</i>

Federal Reserve (the “Fed”) officials doubled down on their inflation-fighting mantra, highlighted by Fed Chair Jerome Powell’s comments at the annual economic symposium in Jackson Hole, WY in August. Powell said the Fed’s “overarching focus right now is to bring inflation back down,” adding “restoring price stability will take some time and requires using our tools forcefully.”

Powell also noted, “the labor market is particularly strong, but it is clearly out of balance, with demand for workers substantially exceeding the supply of available workers.” This was confirmed by the most recent employment reports, which showed that the U.S. economy added over 840,000 new jobs in just the first two months of the prior quarter.

Inflation has remained sticky, with the overall consumer price index (“CPI”) rising by 8.3% over the past year (down from a recent high of 9.1% earlier this year), while core CPI increased to 6.3% year-over-year (“YoY”). The report showed gasoline and energy prices fell sharply, but rents rose the most since 1991 and food has continued to rise at 1.00% per month.

First-time home buyers continue to face tough conditions as home prices and borrowing rates remain historically elevated. Building activity continued to slow while pending home sales have plunged by more than 20% from a year ago. The housing market has continued to cool, with new and existing home sales, building permits, housing starts, and mortgage applications all declining.

The most recent final results from the University of Michigan Survey of Consumers showed consumer sentiment improved slightly, reflecting the strong jobs market and falling gasoline prices.

The Bloomberg recession probability index, which measures the chance of a recession in the U.S. over the next year, has risen to 50%. Growth in Europe is an even more serious emerging concern, considering the impact of elevated European natural gas prices headed into winter.

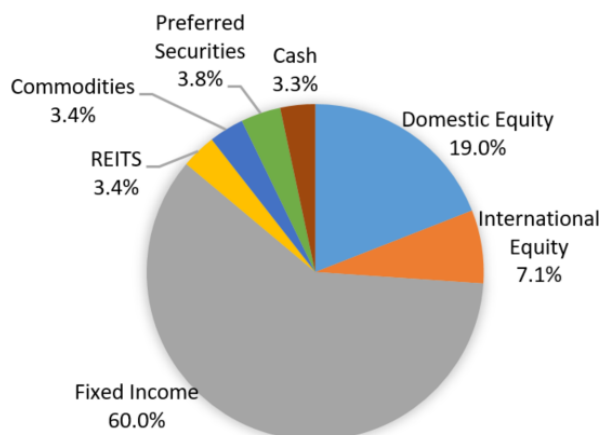
The Fed's consistently hawkish tone pushed U.S. Treasury yields sharply higher, and set the stage for another 75-basis point (0.75%) rate hike that took place at the Fed's September meeting while also pushing back against the possibility of eventual rate cuts next year. Inflationary pressures, sparked by the latest CPI reports, remain the Fed's key focus as they acknowledged that a slowdown in economic growth may be a necessary trade-off in gaining control of inflation. By the end of September, expectations for Fed Funds pointed to a terminal rate of 4.50% by March of 2023 as Fed officials signaled that a further 1.25% of tightening was appropriate before the end of the calendar year.

U.S. Treasury yield volatility has remained elevated as yields whipsawed throughout the past quarter, rallying at quarter-end and shifting higher across the curve with the 2-year Treasury climbing to the highest level seen since before the 2008 fiscal crisis. Treasury yields have surged across the curve this quarter as bond prices have fallen, driven by higher inflation and fear of tighter monetary policy. The current economic outlook is for persistently elevated inflation along with expectations for more Fed rate hikes.

For the first quarter of fiscal year 2023, actual earned income in the District's MSDLAF+ accounts amounted to \$89,163.68. Short-term money market funds and local government investment pools continue to offer excellent yield. Due to this fact, the budget for interest income in FY 2023 is now projected to be over \$430,000.

The OPEB Trust account managed by the District totaled ~\$32,659,315.98 at the end of the quarter. As of September 30, 2022, the OPEB investment portfolio was diversified and allocated as follows:

OPEB TRUST SECTOR ALLOCATION



Stocks drifted lower for the third losing quarter this calendar year. U.S. stocks fell on the last day of the quarter, closing out a losing week, month, and quarter as investors wrestled with more signs of persistently higher inflation. Major indexes have sustained

deep losses this year as the Federal Reserve has raised interest rates in an attempt to tame rising prices. The declines gave the S&P 500, Dow Jones Industrial Average, and Nasdaq Composite their worst first nine months of a calendar year since 2002.

The U.S. economy is entering a period of slowdown with an elevated risk of recession, though fundamentals remain fairly strong. Volatility continues to remain a concern in the equity markets due to elevated inflation and uncertainty, though declines in inflation from recent highs and fairly strong corporate fundamentals temper this concern. International equities remain more attractive compared to domestic equities through selective exposure. Developed international markets are attractive from a valuation standpoint, though a declining dollar in the future could be a tail wind for exporters. Higher inflation and geopolitical tensions continue to impact the international outlook negatively while China's zero Covid-19 policy continues to negatively impact supply chains. The outlook for fixed income investments is improving, though still negative as the market anticipates another 125 basis points in rate hikes by the spring of 2023. Spread products such as mortgage-backed securities no longer remain attractive as spreads have narrowed. Emerging markets also continue to be negatively affected by the currently strong U.S. dollar and geopolitical tensions.

The S&P 500 finished down roughly 25% during the first three quarters of this calendar year. Some market participants believe that the market is technically oversold, meaning that investors can expect to see more volatility in the stock market through the fourth quarter of calendar year 2022 and into 2023. This also means that investors can expect to see occasional rallies in which broad market indexes rally by a significant amount over a brief period of time. The Federal Reserve's aggressive interest rate increases will eventually slow the economy and/or even push it into a recession, which will affect corporate earnings. A recession typically results in corporate earnings declining by 10% to 20%, and even though the markets have already priced in some decline in earnings growth, they may not have priced in a full contraction yet. That can mean that the volatility that investors have seen in the market all year will continue into the fourth quarter of calendar year 2022 and into the first half of calendar year 2023.

For the period ending September 30, 2022, the OPEB Trust account had the following preliminary returns:

Other Post-Employment Benefits ("OPEB") Trust Fund Returns		
Portfolio / Benchmark	Quarter-To-Date Return	Year-To-Date Return
OPEB Trust Account	-3.53%	-16.60%
Blended Benchmark	-3.86%	-16.66%
<i>Difference</i>	<i>+0.33%</i>	<i>+0.06%</i>

The following page summarizes our 2020A facilities referendum, 2021A facilities maintenance, and 2022A building bond proceeds, which are managed by Ehlers Investments. We had the opportunity to take advantage of the high-yield, long-term municipal bonds that were available throughout 2020 and 2021 and with the recent rapid rise in interest rates, continue to find high quality investments to meet the project timelines and provide a measurable rate of return. We continue to work with Kraus

Anderson to ensure that we meet our projected cash flow needs while locking in long-term investments as much as possible. The investments purchased continue to maintain a high credit quality with an average portfolio investment rating of AA by S&P. The invested portfolio is structured in a way for investments to mature on a regular basis to meet our payment obligations without needing to sell securities early.

One item to note, due to the recent rapid rise in interest rates, the current portfolio market value will continue to decline on a daily pricing basis. As interest rates rise, bond prices will decline, therefore the portfolio current market value is priced with an \$-2,652,308 unrealized paper loss. It is important to note that this is an unrealized paper loss and will not be incurred as the strategy is to hold all investments to maturity, at which time the District will receive the full amount of principal and interest paid in full. Ehlers is actively monitoring the portfolio and investing in such a way as to have investment maturities and reinvestments align with the District's construction cashflow needs. The portfolio's current annualized yield is 2.09% and overall book yield continues to increase with reinvesting into rising rates now at 1.65%. The total portfolio value plus accrued interest as of Sept 30, 2022 was valued at \$202,981,517, of which 94% is invested in fixed income securities, but 33% consists of short term investments and cash maturing within 90 days to provide additional liquidity as the summer construction season comes to a close and also to reinvest higher rates as opportunities arise. Our Net Income for the Bond Funds for the quarter ending Sept 30, 2022 totaled \$712,627.

Bond Funds Investment Summary

07/01/2022 - 09/30/2022

White Bear Lake Area Schools Agg (209911)

Dated: 10/05/2022

Portfolio Summary

	Portfolio
Client	White Bear Lake Area Schools ISD 624
Custodian	Pershing
Source Account	---
Market Value	201,861,951.27
Net Unrealized Gain/Loss	-2,652,308.06
Market Value + Accrued	202,981,517.68
Book Yield	1.65
Duration	0.55
S&P Rating	AA
Moody's Rating	Aa2

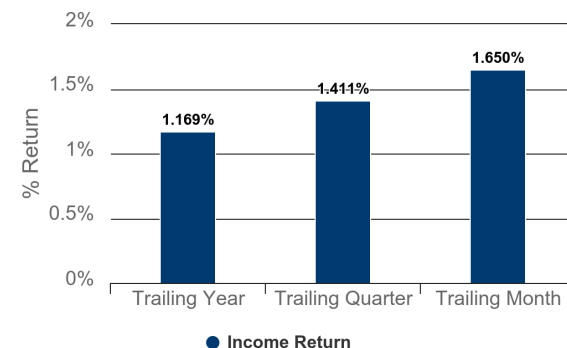
Footnote: 1

GAAP Income Detail

Account	Coupon Payment
White Bear Lake Area Schl 2021	104,919.54
White Bear Lake Area Sch 2022A	480,718.15
White Bear Lake Area Schools	1,450,853.76
Total	2,036,491.45

Footnotes: 2,3,4

Performance Summary



Portfolio Composition

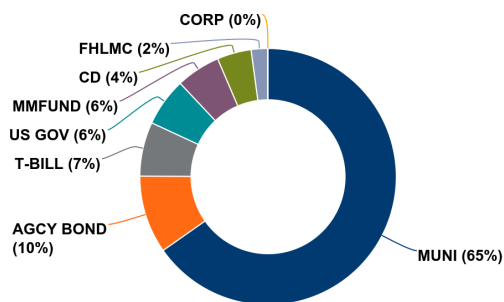
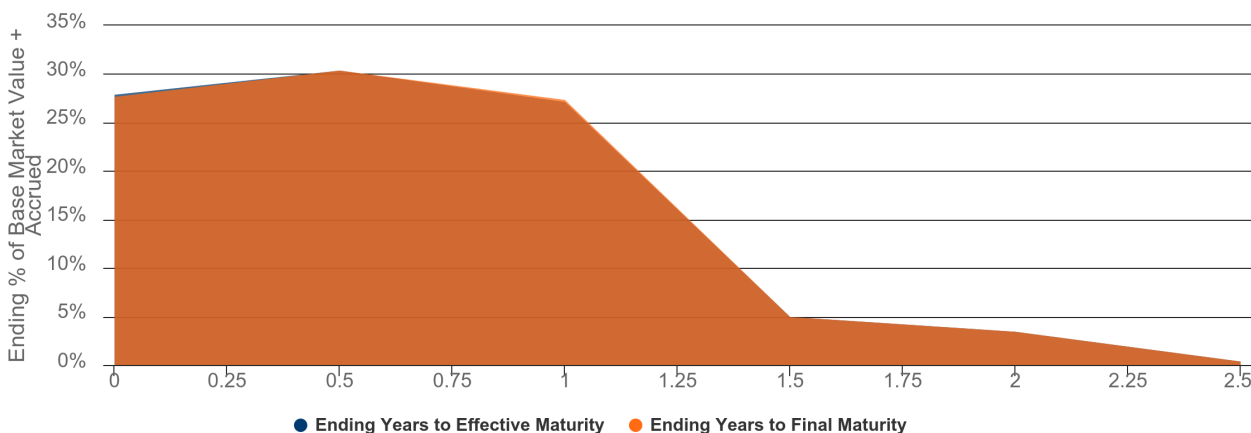


Chart calculated by: % of Market Value + Accrued

Time To Maturity



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

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

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

B. PUBLIC FORUM

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

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

C. INFORMATION ITEMS

AGENDA ITEM: **Student Recognition**

MEETING DATE: **October 10, 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
Jack Binsfeld, 11th grade	AP Scholar
Xanthea Carlson, 11th grade	AP Scholar
Matthew Fish, 11th grade	AP Scholar
Jessica Grann, 11th grade	AP Scholar
Victoria Humphrey, 11th grade	AP Scholar
Jack Langenfeld, 11th grade	AP Scholar
Conner Matuza, 11th grade	AP Scholar
Arthur Steiner, 11th grade	AP Scholar with Honor
Michael Zewdie, 11th grade	AP Scholar

Kafiya Ahmed, 12th grade	AP Scholar
Hannah Ahrens, 12th grade	AP Scholar with Distinction
Joe Arcand, 12th grade	AP Scholar with Honor
Kaisa Brown, 12th grade	AP Scholar
Mari Davis, 12th grade	AP Scholar
Ryan Dufresne, 12th grade	AP Scholar with Honor
Lucy Fleming, 12th grade	AP Scholar with Honor
Ryan Goetz, 12th grade	AP Scholar
Megan Hanson, 12th grade	AP Scholar with Distinction
Mikaylah Hanson, 12th grade	AP Scholar with Distinction
Malia Hasselius, 12th grade	AP Scholar with Distinction
Jessica Lindberg, 12th grade	AP Scholar with Honor
Emma Masso, 12th grade	AP Scholar
Ryan Mattson, 12th grade	AP Scholar with Honor
Sara McBride, 12th grade	AP Scholar
Madeline McNerlin, 12th grade	AP Scholar
Emma Merriman, 12th grade	AP Scholar with Honor
Marion Moore, 12th grade	AP Scholar
Olivia Mulier, 12th grade	AP Scholar
Vincent Norton, 12th grade	AP Scholar
Tessa Otto, 12th grade	AP Scholar
Samantha Perez, 12th grade	AP Scholar with Honor, and College Board National Hispanic Recognition

Gabriella Perron, 12th grade	AP Scholar with Honor
Margaret Petersen, 12th grade	AP Scholar with Distinction
Dhruva Pingale, 12th grade	AP Scholar with Honor
Austin Porter, 12th grade	AP Scholar with Honor
Katelyn Porter, 12th grade	AP Scholar with Distinction
Kristina Pratt, 12th grade	AP Scholar with Distinction
Jacob Reineke, 12th grade	AP Scholar with Distinction
Maddie Runningen, 12th grade	AP Scholar
Megan Ryan, 12th grade	AP Scholar with Honor
Collin Sagerer, 12th grade	AP Scholar
Sophie Scroggins, 12th grade	AP Scholar with Distinction, and 2023 National Merit Scholarship Semifinalist
Joey Thomalla, 12th grade	AP Scholar with Distinction
Derrick Thomas, 12th grade	AP Scholar with Honor
Nate Tobeck, 12th grade	AP Scholar with Distinction
Dara Torenvliet, 12th grade	AP Scholar
Lena Viker, 12th grade	AP Scholar
Gunther Ahrens, Graduate	AP Scholar with Distinction
Addison Bachmeier, Graduate	AP Scholar
Adam Beloyed, Graduate	AP Scholar with Distinction
Khushi Bhakta, Graduate	AP Scholar with Honor
Margaret Blanding, Graduate	AP Scholar
Kristofer Bower, Graduate	AP Scholar

Rachel Bridgeman, Graduate	AP Scholar
Jack Broman, Graduate	AP Scholar
Alex Brown, Graduate	AP Scholar with Distinction
Jacob Burket, Graduate	AP Scholar
Cora Donoghue, Graduate	AP Scholar with Distinction
Cayden Drake, Graduate	AP Scholar with Distinction
Lauren Eckerle, Graduate	AP Scholar
Jordan Esser, Graduate	AP Scholar
Calvin Fortman, Graduate	AP Scholar
Jacob Grann, Graduate	AP Scholar
Brendan Griffin, Graduate	AP Scholar with Distinction
Timothy Hannigan, Graduate	AP Scholar with Honor
Trevor Hart, Graduate	AP Scholar
Logan Hawkes, Graduate	AP Scholar
Ariana Herdegen, Graduate	AP Scholar
Hailey Highland, Graduate	AP Scholar
Nathan Hupert, Graduate	AP Scholar
Callie Jahnke, Graduate	AP Scholar with Distinction
Katherine Kaufman, Graduate	AP Scholar
Nash Kraemer, Graduate	AP Scholar
Noah Kristensen, Graduate	AP Scholar
Victoria Lang, Graduate	AP Scholar with Distinction

Mike Le, Graduate	AP Scholar with Distinction
Ernest Mattson, Graduate	AP Scholar with Distinction
Gianna McLeod, Graduate	AP Scholar
Declan Moore, Graduate	AP Scholar with Distinction
Vanessa Nelson, Graduate	AP Scholar
Oreoluwa Olusi, Graduate	AP Scholar with Honor
Arthur Perron, Graduate	AP Scholar with Distinction
Charlotte Perron, Graduate	AP Scholar with Honor
Zachary Pratt, Graduate	AP Scholar
Jackson Roeser, Graduate	AP Scholar
Gavin Rogers, Graduate	AP Scholar
Ella Sagnes, Graduate	AP Scholar
Sandra Sardi, Graduate	AP Scholar with Honor
Ali Schroeder, Graduate	AP Scholar with Distinction
Isabella Schultz, Graduate	AP Scholar
Aidan Shepler, Graduate	AP Scholar
Chloe Simanek, Graduate	AP Scholar
Leah Staruck, Graduate	AP Scholar
Taylor Turinske, Graduate	AP Scholar with Distinction
Sador Wondeson, Graduate	AP Scholar

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **October 10, 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.

AGENDA ITEM: **Capital Projects Levy Presentation**

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Informational Item**

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

BACKGROUND:

The District's capital projects levy, originally approved in 2003 and approved again in 2013, will expire with the 2023 property tax cycle. On July 11, 2022 the School Board voted to renew the expiring levy and call a special election on November 8, 2022.

Dr. Wayne Kazmierczak, Superintendent and Tim Wald, Assistant Superintendent for Finance and Operations have hosted informational meetings for the community on September 20, 2022 at the Senior Center, September 27, 2022 at District Center, and October 5, 2022 at Oneka Elementary.

As an additional opportunity for the school community to learn about the capital project levy renewal, Dr. Kazmierczak and Mr. Wald will present at the October 10, 2022 School Board meeting.

White Bear Lake Area Schools

Capital Projects Levy Renewal

Capital Projects Levy Renewal

- Understanding School Finance
- Continued Capital Needs
- Capital Projects Levy Facts
- Estimated Tax Impact
- Complete Information

Understanding School Finance 101

Education in Minnesota is financed through a combination of three funding sources:

- **State Revenue** - Is the primary funding source and accounts for approximately 70% of Districts' annual revenue.
- **Federal Revenue** - typically accounts for approximately 5% of Districts' revenue in the areas of meals, special education, and Title programming.
- **Local Revenue** - accounts for approximately 25% of Districts' revenue and may be categorized in the areas of capital expenditures, facilities improvements, and general operating expenses.

*State law authorizes school boards to submit referendums for operating and capital needs to voters for approval.

Fiscal Management: *Local Funding Sources*

Currently the District has the following Voter Approved Levies and Bonds:

- **Operating Levy, 2018-2027**

The current operating levy provides funding at the level of \$1,326/student. These funds are used to pay for any operational expense of the district including salaries, classroom supplies, utilities and transportation.

- **Building Our Future Bond Referendum, Passed 2019**

The BOF bond referendum funds are used for the improvement and renovation of all school district facilities as well as the construction of a new elementary school and unification of our split campus high school. These voter approved bonds totalled \$326M.

- **Capital Projects Levy, 2014-2023**

The Capital Projects Levy originated in 2003 and was renewed in 2013. This levy has supported the acquisition of technology and related services, musical instruments, textbooks and other curricular needs. The current levy is 2.208% times the net tax capacity of the district.

Capital Projects Levy Renewal: *Continued Capital Needs*

- Capital Projects Levy renewal on November 8
 - \$2.6 million annually for 10 years
- The funds will be used in the following ways:
 - Safety and security: The capital projects levy allows the district to maintain and increase safety and security measures and equipment throughout the district.
 - Technology and related services: The capital projects levy allows the district to provide classroom technology, software and computers for students. Related services include the maintenance of equipment and technology staff.
 - Textbooks, curriculum materials and equipment, and musical instruments: The capital projects levy allows the district to purchase textbooks, curriculum materials and equipment, and musical instruments according to our curriculum replacement cycle.
 - Transportation: The capital projects levy allows the district to purchase buses and vans to maintain its fleet for student transportation.

Capital Projects Levy Renewal

10 facts every voter should know

This Election Day, voters in the White Bear Lake Area School District will be asked to renew a capital projects levy that is expiring.

Here are 10 facts every voter should know on November 8:

- 1. The capital projects levy approved by voters in 2013 is expiring.**
In 2013, voters approved a capital projects levy to support the acquisition of technology hardware; curriculum, assessment and management software; large musical instruments; and textbooks and materials. This levy is expiring, and without renewal, the District will lose \$2.6 million annually.
- 2. A successful levy renewal will not increase current taxes.**
The School Board voted unanimously to ask voters to renew the expiring levy at the same tax rate, as a straight renewal of an existing levy.
- 3. Several options were considered before deciding on the renewal request.**
Options that have been considered regarding the current capital projects levy include:
 - Asking voters to increase the levy
 - **Asking voters to renew the current levy**
 - Letting the capital projects levy expireRespecting today's uncertain economy, the Board decided to ask for the same level of funding that schools have been receiving.
- 4. Failure to renew the levy will result in a \$2.6 million gap in revenue.**
The gap in revenue would require planning to delay or reduce purchases for:
 - Safety and security measures and equipment throughout the district
 - Classroom technology and equipment
 - Curriculum and Instruments
 - Buses and vans for student transportation
- 5. A successful levy will help meet ongoing and increasing needs.**
The funds will be used in the following ways:
 - Safety and security
 - Technology and related services
 - Textbooks, curriculum materials and equipment, and musical instruments
 - Transportation
- 6. We are not alone.**
All Minnesota school districts depend on local support to maintain quality educational programs for students and meet needs not met by state or federal funding.

This capital projects levy will cover the 4 Ts: Safe-T, Technology, Textbooks and Transportation

WB

Prepared and paid for by ISD624. This publication is not circulated on behalf of any candidate or ballot question.

WB WHITE BEAR LAKE AREA SCHOOL DISTRICT BOARD
DR. WAYNE A. KAZMIERCZAK, SUPERINTENDENT
4855 BLOOM AVENUE, WHITE BEAR LAKE, MN 55110
www.isd624.org

HusProfit Org.
U.S. Postage Paid
Permit #3163
Twin Cities, MN

- 7. The District has kept its promises.**
Since the last capital projects levy in 2013, the District followed through on its promises to the community.
 - Students and families have been supported with technology hardware, which was especially important during the last three school years.
 - We continue to offer effective curriculum and to assess student learning to best serve each learner.
 - Our band and orchestra programs continue to grow.
- 8. White Bear continues to be a good steward of the community's investment.**
 - Our district has received excellence in financial reporting awards from both the Association of School Business Officials and Government Finance Officers Association for 21 consecutive years.
 - The District's fiscal credibility is high, with a recent community survey showing:
 - 89% of respondents believe the community receives a good value from its investment.
 - 80% of respondents believe we have spent past referendum revenue responsibly.
 - Residents rated the district's financial management well above the industry norm, putting us in the top quarter of suburban districts.
 - The district has taken advantage of favorable interest rates to refinance outstanding debt, saving taxpayers nearly \$500,000 through the next two years.
- 9. Our students benefit directly from capital projects levy support.**
 - The district monitors and improves safety and security measures to keep students and staff safe.
 - Access to effective classroom technology is key. In a recent survey, 89% of district respondents rated the importance of technology to student learning as very important or absolutely essential.
 - Updated equipment and curriculum are vital to all of our academic subjects, including the seven Career Pathways areas offered in the district.
 - Our music and fine arts programs continue to receive top ratings and our students receive state and national recognitions.
- 10. You have opportunities to learn more about the capital projects levy.**
 - Attend informational community meetings:
 - Tuesday, September 20 8:30 a.m., Senior Center (WBL)
 - Tuesday, September 27 7 p.m., District Center (WBL)
 - Wednesday, October 5 7 p.m., Oneka Elementary (Hugo)
 - Visit our website:
 - isd624.org/CapitalProjectsLevyRenewal
 - Contact us:
 - communications@isd624.org
 - Dr. Wayne Kazmierczak, Superintendent 651-407-7563
 - Tim Wald, Asst. Sup. for Finance & Operations 651-407-7516

A common misperception re: one-time COVID-19 relief funds
There is a common misunderstanding that because school districts received one-time federal funds during the COVID-19 pandemic there is a lesser need for local levy support. This is untrue. The one-time funds allowed districts to maintain services during the pandemic and to help make up for student learning loss caused by the pandemic. The funds were limited very specifically to covering pandemic-related costs and do not displace levy support.

WB

1.

The capital projects levy approved by voters in 2013 is expiring.

In 2013, voters approved a capital projects levy to support the acquisition of technology hardware; curriculum, assessment and management software; large musical instruments; and textbooks and materials. This levy is expiring, and without renewal, the District will lose \$2.6 million annually.

2.

A successful levy renewal will not increase current taxes.

The School Board voted unanimously to ask voters to renew the expiring levy at the same tax rate, as a straight renewal of an existing levy.

3.

Several options were considered before deciding on the renewal request.

Options that have been considered regarding the current capital projects levy include:

- Asking voters to increase the levy
- Asking voters to renew the current levy
- Letting the capital projects levy expire

Respecting today's uncertain economy, the Board decided to ask for the same level of funding that schools have been receiving.

4.

Failure to renew the levy will result in a \$2.6 million gap in revenue.

The gap in revenue would require planning to delay or reduce purchases for:

- Safety and security measures and equipment throughout the district
- Classroom technology and equipment
- Curriculum and instruments
- Buses and vans for student transportation

5.

A successful levy will help meet ongoing and increasing needs.

The funds will be used in the following ways:

- Safety and security
- Technology and related services
- Textbooks, curriculum materials and equipment, and musical instruments
- Transportation



This capital projects levy will cover the 4 Ts: Safe-T, Technology, Textbooks and Transportation

6.

We are not alone.

All Minnesota school districts depend on local support to maintain quality educational programs for students and meet needs not met by state or federal funding.

7.

The District has kept its promises.

Since the last capital projects levy in 2013, the District followed through on its promises to the community.

- Students and families have been supported with technology hardware, which was especially important during the last three school years.
- We continue to offer effective curriculum and to assess student learning to best serve each learner.
- Our band and orchestra programs continue to grow.

8.

White Bear continues to be a good steward of the community's investment.

- Our district has received excellence in financial reporting awards from both the Association of School Business Officials and Government Finance Officers Association for 21 consecutive years.
- The District's fiscal credibility is high, with a recent community survey showing:
 - 89% of respondents believe the community receives a good value from its investment.
 - 80% of respondents believe we have spent past referendum revenue responsibly.
 - Residents rated the district's financial management well above the industry norm, putting us in the top quarter of suburban districts.
- The district has taken advantage of favorable interest rates to refinance outstanding debt, saving taxpayers nearly \$500,000 through the next two years.

9.

Our students benefit directly from capital projects levy support.

- The district monitors and improves safety and security measures to keep students and staff safe.
- Access to effective classroom technology is key. In a recent survey, 89% of district respondents rated the importance of technology to student learning as very important or absolutely essential.
- Updated equipment and curriculum are vital to all of our academic subjects, including the seven Career Pathways areas offered in the district.
- Our music and fine arts programs continue to receive top ratings and our students receive state and national recognitions.

10.

You have opportunities to learn more about the capital projects levy.

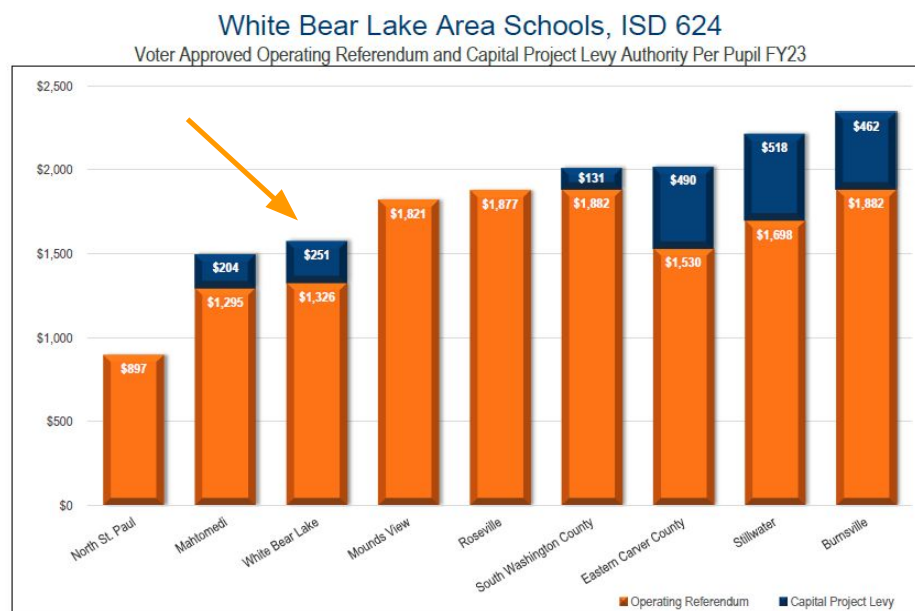
- Attend informational community meetings:
 - **Tuesday, September 20**
8:30 a.m., Senior Center (WBL)
 - **Tuesday, September 27**
7 p.m., District Center (WBL)
 - **Wednesday, October 5**
7 p.m., Oneka Elementary (Hugo)
- Visit our website:
 - isd624.org/CapitalProjectsLevyRenewal
- Contact us:
 - communications@isd624.org
 - Dr. Wayne Kazmierczak, Superintendent
651-407-7563
 - Tim Wald, Asst. Sup. for Finance & Operations
651-407-7516



A common misperception re: one-time COVID-19 relief funds

There is a common misunderstanding that because school districts received one-time federal funds during the COVID-19 pandemic there is a lesser need for local levy support. This is untrue. The one-time funds allowed districts to maintain services during the pandemic and to help make up for student learning loss caused by the pandemic. The funds were limited very specifically to covering pandemic-related costs and do not displace levy support.

School District Levy Funding Levels: *Comparison Districts*



Capital Projects Levy Renewal: *Estimated Tax Impact*

		Expiring	Proposed	Net Change
Type of Property	Estimated Market Value	Estimated Annual Taxes for Capital Project Levy Taxes Payable 2023 to Taxes Payable 2024*		
Residential Homestead	\$100,000	-\$16	\$16	\$0
	150,000	-28	28	0
	200,000	-40	40	0
	250,000	-53	53	0
	300,000	-65	65	0
	350,000	-77	77	0
	400,000	-89	89	0
	450,000	-101	101	0
Commercial/ Industrial *	500,000	-112	112	0
	1,000,000	-182	182	0
	2,000,000			
Apartments and Residential Non-Homestead	\$250,000	-\$70	\$70	\$0
	500,000	-140	140	0
	1,000,000	-279	279	0
	2,000,000	-559	559	0

Estimated 2023 Average Home Value

Find Complete Information

The screenshot displays the White Bear Lake Area Schools website. Key elements include:

- Navigation Menu:** Home, Academics, Programs, Community Services, District News, Employment, Contact.
- Capital Projects Levy Renewal:** A blue circle highlights the "Capital Projects Levy Renewal" link in the navigation menu.
- Upcoming Events:** A section at the bottom lists upcoming events, including "Capital Projects Levy Renewal Public Meeting" on August 17, 2022.
- District News:** A section titled "District News" features a large graphic with the text "WBLS 624" and a blue circle highlighting the "Capital Projects Levy Renewal" link.
- Footer:** The footer includes the school district's name, address, and contact information.

Find Complete Information

[HOME](#)
[DISTRICT HISTORY](#)
[OUR SCHOOLS](#)
[STAFF](#)

[ENROLL](#)
[ALUMNI](#)
[FINDING SCHOOL](#)

White Bear Lake Area Schools

[ABOUT](#)
[ACADEMICS](#)
[PROGRAMS](#)
[COMMUNITY SERVICES & REC](#)
[DEPARTMENTS](#)
[EMPLOYMENT](#)
[CONTACT](#)

[CALENDAR](#)
[DIRECTORY](#)

Capital Projects Levy Renewal

At the July 11 regular meeting, the White Bear Lake Area School Board unanimously voted in favor of placing a capital projects levy renewal question on the November ballot. The capital projects levy contributes significantly to the ability of the District to meet its ongoing and increasing capital needs. Renewal of the levy is projected to generate \$2,590,309 annually for an additional 10-year beginning in 2024.

The tax rate for district property owners will remain unchanged, as this is a straight renewal of an existing levy.

The funds will be used in the following ways:

- Safety and Security:** The capital projects levy allows the district to maintain and increase safety and security measures and equipment throughout the district.
- Technology and related services:** The capital projects levy allows the district to provide classroom technology, software and computers for students. Related services include the maintenance of equipment and technology staff.
- Textbooks, curriculum materials and equipment, and musical instruments:** The capital projects levy allows the district to purchase textbooks, curriculum materials and equipment, and musical instruments according to our curriculum replacement cycle.
- Transportation:** The capital projects levy allows the district to purchase buses and vans to maintain its fleet for student transportation.

We see the full press release here.

Informational Community Meetings

Community members will have a chance to learn about the renewal at public meetings that will take place this fall:

- 8:30 am on Tues., Sept. 20 at the WBLS Senior Center**
(2482 East County Road F, WBL)
- 7 pm on Tues., Sept. 27 at District Center**
(4655 Bloom Ave., WBL)
- 7 pm on Wed., Oct. 5 at Onoka Elementary**
(4888 Heritage Pkwy North, Hugel)

Capital Projects Levy Q&A

- + What will be funded with a successful levy vote?
- + Is there an easy way to remember what will be covered by the Capital Projects Levy?
- + What will happen if the renewal is not approved?
- + When was the Capital Projects Levy most recently approved?

Capital Projects Levy Renewal Materials

< >

• • •

Presentations

Find presentations related to the Capital Projects Levy below:

- August 22, 2022 School Board Work Session survey presentation
- July 11, 2022 School Board Regular Meeting presentation
- May 23, 2022 School Board Work Session presentation

Voting Information

Polls will be open from 7 a.m. to 6 p.m. on November 8, 2022.

POLING/PAGE
FINDER

Find general election information on the MN Secretary of State website here.

Contact us

651-407-7563
Superintendent's Office

www.isd624.org/CapitalProjectsLevyRenewal

Capital Projects Levy Renewal

VOTE - Nov. 8

D. DISCUSSION ITEMS

AGENDA ITEM: **Policy 301, School District Administration**
MEETING DATE: **October 10, 2022**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

School Board Policy 301, School District Administration, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes recommended to this policy are in section II, and the Cross References.

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

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 14, 2022 or a subsequent School Board meeting agenda for action.

Adopted: December 11, 1995
Revised: December 10, 2001
Revised: December 10, 2012
Revised: November 9, 2020

White Bear Lake Area
School District #624 Policy 301

Revised: _____

301 SCHOOL DISTRICT ADMINISTRATION

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

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

AGENDA ITEM: **Policy 302, Superintendent**

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 302, Superintendent, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The change recommended to this policy is in the Cross References.

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

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 14, 2022 or a subsequent School Board meeting agenda for action.

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

White Bear Lake Area
School District #624 Policy 302

302 SUPERINTENDENT

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. GENERAL RESPONSIBILITIES

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

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

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

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

AGENDA ITEM: **Policy 303, Superintendent Selection**

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 303, Superintendent Selection, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The change recommended to this policy is in the Cross References.

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

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 14, 2022 or a subsequent School Board meeting agenda for action.

Adopted: December 11, 1995

Revised: December 10, 2001

Revised: January 10, 2005

Revised: November 13, 2017

Revised: _____

*White Bear Lake Area
School District #624 Policy 303*

Revised: November 9, 2020

303 SUPERINTENDENT SELECTION

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. QUALIFICATIONS

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

IV. SELECTION

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

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

Cross References: ~~MSBA Service Manual, Chapter 3, Superintendent~~

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

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 304, Superintendent Contract, Duties and Evaluation, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes recommended to this policy are in section I and the Cross References.

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

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 14, 2022 or a subsequent School Board meeting agenda for action.

Adopted: December 11, 1995

Revised: December 10, 2001

Revised: November 8, 2004

Revised: February 8, 2016

Revised: _____

*White Bear Lake Area
School District #624 Policy 304*

Revised: November 9, 2020

304 SUPERINTENDENT CONTRACT, DUTIES AND EVALUATION

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

Cross References: ~~MSBA Service Manual, Chapter 3, Superintendent of Schools (See Model Contract, Sample Performance Appraisals, and Model Job Description)~~
Addendum A - Process Calendar for Evaluation of Superintendent
Addendum B - Superintendent's Performance Appraisal Form

AGENDA ITEM: **Policy 305, Policy Implementation**

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 305, Policy Implementation, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes recommended to this policy are in sections I and II.

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

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 14, 2022 or a subsequent School Board meeting agenda for action.

Adopted: December 11, 1995
Revised: December 10, 2001
Revised: December 10, 2012
Revised: November 9, 2020

White Bear Lake Area
School District #624 Policy 305

Revised: _____

305 POLICY IMPLEMENTATION

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

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

AGENDA ITEM: **Policy 306, Administrator Code of Ethics**

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 306, Administrator Code of Ethics, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The change recommended to this policy is in the Legal References.

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

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 14, 2022 or a subsequent School Board meeting agenda for action.

Adopted: December 11, 1995
Revised: January 10, 2005
Revised: December 10, 2012
Revised: November 9, 2020

White Bear Lake Area
School District #624 Policy 306

306 ADMINISTRATOR CODE OF ETHICS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

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

Cross References:

AGENDA ITEM: **Policy 422, Policies Incorporated by Reference**

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 422, Policies Incorporated by Reference, 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 the Purpose section.

The purpose of this policy is to provide notice that certain policies as contained in this policy reference manual are applicable to employees as well as to students. Employees are also on notice that the provisions of the various policies speak for themselves and may be applicable although not specifically listed.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 14, 2022 or a subsequent School Board meeting agenda for action.

Adopted: August 27, 2001
Revised: August 25, 2003
Revised: January 10, 2005
Revised: November 8, 2007
Revised: _____

White Bear Lake Area
School District #624 Policy 422

Revised: December 14, 2020

422 POLICIES INCORPORATED BY REFERENCE

PURPOSE

Certain policies **as contained in this policy reference manual** are applicable to employees as well as to students. ~~In order to~~ To avoid undue duplication, the school district provides this notice that the following policies also apply to employees:

WBLASB Policy 102	Equal Educational Opportunity
WBLASB Policy 103	Complaints-Students, Employees, Parents, Other Persons
WBLASB Policy 206	Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations
WBLASB Policy 211	Criminal or Civil Action Against School District, School Board Member, Employee, or Student
WBLASB Policy 305	Policy Implementation
WBLASB Policy 505	Distribution of Non- s S chool-Sponsored Materials on School Premises by Students and Employees
WBLASB Policy 507	Corporal Punishment
WBLASB Policy 510	School Student Activities
WBLASB Policy 511	Student Fundraising
WBLASB Policy 517	Student Recruiting
WBLASB Policy 518	DNR-DNI Orders
WBLASB Policy 519	Interview of Students by Outside Agencies
WBLASB Policy 522	Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process
WBLASB Policy 524	Electronic Technologies Internet Acceptable Use Policy
WBLASB Policy 525	Violence Prevention
WBLASB Policy 535	Service Animals on School Property
WBLASB Policy 610	Field Trip
WBLASB Policy 710	Extracurricular Transportation
WBLASB Policy 802	Disposition of Obsolete Equipment and Material

Employees are charged with notice that the above cited policies are also applicable to employees; however, employees are also on notice that the provisions of the various policies speak for themselves and may be applicable although not specifically listed above.

AGENDA ITEM: **Policy 423, Employee-Student Relations**

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 423, Employee-Student Relations, 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 II and the Legal References.

The purpose of this policy is to provide notice that the school district is committed to an educational environment in which all students are treated with respect and dignity. Every school district employee is to provide students with appropriate guidance, understanding and direction, while maintaining a standard of professionalism, and acting within accepted standards of conduct.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 14, 2022 or a subsequent School Board meeting agenda for action.

Adopted: June 11, 2001
Revised: November 12, 2018
Revised: October 14, 2019

White Bear Lake Area
School District #624 Policy 423

423 EMPLOYEE-STUDENT RELATIONSHIPS

I. PURPOSE

The school district is committed to an educational environment in which all students are treated with respect and dignity. Every school district employee is to provide students with appropriate guidance, understanding and direction, while maintaining a standard of professionalism, and acting within accepted standards of conduct.

II. GENERAL STATEMENT OF POLICY

- A. This policy applies to all school district employees at all times, whether on or off duty and on or off of school district locations.
- B. At all times, students will be treated by teachers and other school district employees with respect, courtesy and consideration and in a professional manner. Each school district employee is expected to exercise good judgment and professionalism in all interpersonal relationships with students. Such relationships must be and remain on a teacher-student basis or an employee-student basis.
- C. Teachers must be mindful of their inherent positions of authority and influence over students. Similarly, other school district employees also may hold positions of authority over students of the school district and must be mindful of their authority and influence over students.
- D. Sexual relationships between school district employees and students, without regard to the age of the student, are strictly forbidden and may subject the employee to disciplinary action and criminal and/or civil liability.
- E. Other actions that violate this policy include, but are not limited to, the following:
 - 1. Dating students.
 - 2. Having an interaction/activity of a sexual nature with a student.
 - 3. Committing or attempting to induce students or others to commit an illegal act or act of immoral conduct which may be harmful to others or bring discredit to the school district.

- 4. Supplying alcohol or any illegal substance to a student, allowing a student access to such substances, or failing to take reasonable steps to prevent such access from occurring.
- F. School district employees shall, whenever possible, employ safeguards against improper relationships with students and/or claims of such improper relationships.
- G. Excessive informal and social involvement with individual students is unprofessional, ~~is~~ not compatible with employee-student relationships, and ~~is~~ inappropriate.
- H. School district employees will adhere to applicable standards of ethics and professional conduct in Minnesota law.

III. REPORTING AND INVESTIGATION

- A. Complaints and/or concerns regarding alleged violations of this policy shall be handled in accordance with WBLASB Policy 103 (Complaints-Students, Employees, Parents, and Other Persons) unless other specific complaint procedures are provided within any other policy of the school district.
- B. All employees shall cooperate with any investigation of alleged acts, conduct or communications in violation of this policy.

IV. SCHOOL DISTRICT ACTION

Upon receipt of a report, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. It also may include reporting to appropriate state or federal authorities, including the Minnesota Professional Educator Licensing and Standards Board or the appropriate licensing authority and appropriate agencies responsible for investigating reports of maltreatment of minors and/or vulnerable adults. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law and school district policies.

V. SCOPE OF LIABILITY

Employees are placed on notice that if an employee acts outside the performance of the duties of the position for which the employee is employed, or is guilty of malfeasance, willful neglect of duty, or bad faith, the school district is not required to defend and indemnify the employee for damages in school-related litigation.

Legal References: Minn. Stat. § 13.43, Subd. 16 (~~Personnel Data School District or Charter School Disclosure of Violence or Inappropriate Sexual Contact~~)

Minn. Stat. § 122A.20, Subd. 2 (~~Suspension or Revocation of Licences~~ **Mandatory Reporting to Professional Educator Licensing and Standards Board or Board of School Administrators**)
Minn. Stat. § 122A.40, Subds. 5(b) and 13(b) (~~Employment; Contracts; Termination~~ **Mandatory immediate discharge of teachers with license revocations due to child or sex abuse convictions**)
Minn. Stat. §§ 609.341-609.352 (~~Definitions~~ **Defining “intimate parts” and “position of authority” as well as detailing various sex offenses**)
Minn. Stat. ~~Ch. 260E~~ **§ 626.556** (Reporting of Maltreatment of Minors)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Rules Part 3512.5200 (Code of Ethics for School Administrators)
Minn. Rules Part 8710.2100 (Code of Ethics for Minnesota Teachers)

Cross References: WBLASB Policy 103 (Complaints – Students, Employees, Parents, Other Persons)
WBLASB Policy 211 (Criminal or Civil Action Against School District, School Board Members, Employee or Student)
WBLASB Policy 306 (Administrator Code of Ethics)
WBLASB Policy 403 (Discipline, Suspension and Dismissal of School District Employees)
WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
WBLASB Policy 415 (Mandated Report of Maltreatment of Vulnerable Adults)
WBLASB Policy 421 (Gifts to Employees)
WBLASB Policy 507 (Corporal Punishment)

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

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 520, Student Surveys, 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, IV and the Legal and Cross References.

The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 14, 2022 or a subsequent School Board meeting agenda for action.

Adopted: September 8, 1997
Revised: May 9, 2005
Revised: January 9, 2012
Revised: November 9, 2020

White Bear Lake Area
School District #624 Policy 520

Revised: _____

520 STUDENT SURVEYS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. STUDENT SURVEYS IN GENERAL

- A. Student surveys will be conducted anonymously and in an indiscernible fashion. No mechanism will be used for identifying the participating student in any way. No attempt will be made in any way to identify a student survey participant. No requirement that the student return the survey shall exist, and no record of the student returning a survey will be maintained.
- B. The superintendent may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant, or is discriminatory in nature based on ~~age~~, race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, gender identity or expression, or disability, religion, or national origin (Protected Class).
- C. Surveys containing questions pertaining to the student's or the student's parent(s) or guardian(s) personal beliefs or practices in sex, family life, morality and religion will not be administered to any student unless the parent or guardian of the student is notified in writing that such survey is to be administered and the parent or guardian of the student gives written permission for the student to participate or has the opportunity to opt out of the survey. Any and all documents containing the written permission of a parent for a student to participate in a survey will be maintained by the school district in a file separate from the survey responses.

- D. Although the survey is conducted anonymously, potential exists for personally identifiable information to be provided in response thereto. To the extent that personally identifiable information of a student is contained in his or her responses to a survey, the school district will take appropriate steps to ensure the data is protected in accordance with Minnesota Statutes, Chapter 13 (Minnesota Government Data Practices Act), 20 United States Code section 1232g (Family Educational Rights and Privacy Act) and 34 Code of Federal Regulations, Part 99.
- E. The school district must not impose an academic or other penalty on a student who opts out of participating in a student survey.

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

- A. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by the parents or guardians of the students.
- B. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey that reveals information concerning:
1. political affiliations or beliefs of the student or the student's parent/guardian;
 2. mental and psychological problems of the student or the student's family;
 3. sex behavior or attitudes;
 4. illegal, antisocial, self-incriminating or demeaning behavior;
 5. critical appraisals of other individuals with whom respondents have close family relationships;
 6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers; or
 7. religious practices, affiliations, or beliefs of the student or the student's parent/guardian; or

8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).
- C. A school district that receives funds under any program funded by the U.S. Department of Education shall develop local policies consistent with Sections IV.A. and IV.B., above, concerning student privacy, parental access to information, and administration of certain physical examinations to minors.
1. The following policies are to be adopted in consultation with parents:
 - a. The right of a parent to inspect, on request, a survey, including an evaluation, created by a third party before the survey is administered or distributed by a school to a student, including procedures for granting a parent's request for reasonable access to such survey within a reasonable period of time after the request is received.

“Parent” means a legal guardian or other person acting *in loco parentis* (in place of a parent), such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child.
 - b. Arrangements to protect student privacy in the event of the administration or distribution of a survey, including an evaluation, to a student which contains one or more of the items listed in Section IV.B., above, including the right of a parent of a student to inspect, on request, any such survey.
 - c. The right of a parent of a student to inspect, on request, any instructional material used as part of the education curriculum for the student and procedures for granting a request by a parent for such access within a reasonable period of time after the request is received.

“Instructional material” means instructional content that is provided to a student, regardless of format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (i.e., materials accessible through the internet). The term does not include academic tests or academic assessments.
 - d. The administration of physical examinations or screenings that the school district may administer to a student. This provision does not apply to a survey administered to a student in accordance with

the Individuals with Disabilities Education Act (20 United States Code section § 1400, *et. seq.*).

- e. The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information (or otherwise providing the information to others for that purpose), including arrangements to protect student privacy that are provided by the school district in the event of such collection, disclosure, or use.

- (1) “Personal information” means individually identifiable information including a student’s or parent’s first and last name; a home or other physical address (including street name and the name of the city or town); a telephone number; or a Social Security identification number.

- (2) This provision does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as:

- (a) college, other postsecondary education or military recruitment;
 - (b) book clubs, magazines, and programs providing access to low-cost literary products;
 - (c) curriculum and instructional materials used by elementary and secondary schools;
 - (d) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students, or to generate other statistically-useful data for the purpose of securing such tests and assessments and the subsequent analysis and public release of the aggregate data from such tests and assessments;
 - (e) the sale by students of products or services to raise funds for school-related or education-related activities; and
 - (f) student recognition programs.

- (3) The right of a parent to inspect, on request, any instrument used in the collection of information, as described in Section IV.C.1., Subparagraph e., above, before the instrument is administered or distributed to a student and procedures for granting a request by a parent for a reasonable period of time after the request is received.
2. The policies adopted under Section IV.C., Subparagraph 1., above, shall provide for reasonable notice of the adoption or continued use of such policies directly to parents of students enrolled in or served by the school district.
 - a. The notice will be provided at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in a policy.
 - b. The notice will provide parents with an opportunity to opt out of participation in the following activities:
 - (1) Activities involving collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.
 - (2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Section IV.B., above.
 - (3) Any non-emergency invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or other students.

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.
 - c. The notice will advise students of the specific or approximate dates during the school year when the activities in Section IV.C.2, Subparagraph b., above, are scheduled, or expected to be scheduled.

- d. The notice provisions shall not be construed to preempt applicable provisions of state law that require parental notification and do not apply to any physical examination or screening that is permitted or required by applicable state law, including physical examinations or screenings that are permitted without parental notification.

V. NOTICE

- A. The school district must give parents and students notice of this policy at the beginning of each school year and after making substantive changes to this policy.
- B. The school district must inform parents at the beginning of the school year if the district or school has identified specific or approximate dates for administering surveys and give parents reasonable notice of planned surveys scheduled after the start of the school year. The school district must give parents direct, timely notice when their students are scheduled to participate in a student survey by United States mail, email, or another direct form of communication.
- C. The school district must give parents the opportunity to review the survey and to opt their students out of participating in the survey.

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

Cross References: WBLASB Policy 515 (Protection and Privacy of Student Records)
WBLASB Policy 521 (Student Disability Nondiscrimination)
WBLASB Policy 522 (Title IX, ~~Student~~ Sex Nondiscrimination, Grievance Procedure and Process)

AGENDA ITEM: **Policy 522, Title IX Student Sex
Nondiscrimination Policy, Grievance
Procedure And Process**

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 522, Title IX Student Sex Nondiscrimination Policy, Grievance Procedure And Process, 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 III, IV, VII, XV and the Legal References.

The purpose of this policy is to provide equal educational opportunity for all students and to prohibit discrimination on the basis of sex.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 14, 2022 or a subsequent School Board meeting agenda for action.

Adopted: September 8, 1997
Revised: June 11, 2001
Revised: January 13, 2014
Revised: May 9, 2016
Revised: March 4, 2019
Revised: _____

*White Bear Lake Area
School District #624 Policy 522*

Revised: November 14, 2016
Revised: April 16, 2021

522 TITLE IX STUDENT SEX NONDISCRIMINATION POLICY, GRIEVANCE PROCEDURE AND PROCESS

I. PURPOSE

Students are protected from discrimination on the basis of sex pursuant to Title IX of the Education Amendments of 1972 and the Minnesota Human Rights Act. The purpose of this policy is to provide equal educational opportunity for all students and to prohibit discrimination on the basis of sex.

II. GENERAL STATEMENT OF POLICY

- A. The school district does not discriminate on the basis of sex in its education programs or activities, and it is required by Title IX of the Education Amendments Act of 1972, and its implementing regulations, not to discriminate in such a manner. The requirement not to discriminate in its education program or activity extends to admission and employment. The school district is committed to maintaining an education and work environment that is free from discrimination based on sex, including sexual harassment.
- B. The school district prohibits sexual harassment that occurs within its education programs and activities. When the school district has actual knowledge of sexual harassment in its education program or activity against a person in the United States, it shall promptly respond in a manner that is not deliberately indifferent.
- C. This policy applies to sexual harassment that occurs within the school district's education programs and activities and that is committed by a school district employee, student, or other members of the school community. This policy does not apply to sexual harassment that occurs off school grounds, in a private setting, and outside the scope of the school district's education programs and activities. This policy does not apply to sexual harassment that occurs outside the geographic boundaries of the United States, even if the sexual harassment occurs in the school district's education programs or activities.
- D. Any student, parent, guardian, or community member having questions regarding the application of Title IX and its regulations and/or this policy should discuss them with the Title IX coordinator. The school district's Title IX Coordinator is: Assistant Superintendent for Teaching and Learning; 4855 Bloom Avenue, White Bear Lake, MN; phone: 651-407-7539. In the event the primary Title IX Coordinator is a party to a complaint, or is otherwise not qualified under this

policy to serve in that role in a particular case, the Director of Student Activities will serve in this role. If the complaint involves the superintendent, the report may be filed directly with the School Board.

Questions relating solely to Title IX and its regulations may be referred to the Title IX Coordinator, the Assistant Secretary for Civil Rights of the United States Department of Education or both.

- E. The effective date of this policy is August 14, 2020 and applies to alleged violations of this policy occurring on or after August 14, 2020.

III. DEFINITIONS

- A. “Actual knowledge” means notice of sexual harassment or allegations of sexual harassment to the school district’s Title IX Coordinator or to any employee of the school district. Imputation of knowledge based solely on vicarious liability or constructive notice is insufficient to constitute actual knowledge. This standard is not met when the only official of the school district with actual knowledge is the respondent.
- B. “Complainant” means a person who is alleged to be the victim of conduct that could constitute sexual harassment under Title IX. A Title IX Coordinator who signs a formal complaint is not a complainant unless the Title IX Coordinator is alleged to be the victim of the conduct described in the formal complaint.
- C. “Day” or “days” means, unless expressly stated otherwise, business days (i.e. day(s) that the school district office is open for normal operating hours, Monday - Friday, excluding State-recognized holidays).
- D. “Deliberately indifferent” means clearly unreasonable in light of the known circumstances. The school district is deliberately indifferent only if its response to sexual harassment is clearly unreasonable in light of the known circumstances.
- E. “Education program or activity” means locations, events, or circumstances for which the school district exercises substantial control over both the respondent and the context in which the sexual harassment occurs and includes school district education programs or activities that occur on or off of school district property.
- F. “Formal complaint” means a document filed by a complainant or signed by the Title IX Coordinator alleging sexual harassment against a respondent and requesting that the school district investigate the allegation of sexual harassment.
 - 1. A formal complaint filed by a complainant must be a physical document or an electronic submission. The formal complaint must contain the complainant’s physical or digital signature, or otherwise indicate that the complainant is the person filing the formal complaint, and must be submitted to the Title IX Coordinator in person, by mail, or by email.

2. A formal complaint shall state that, at the time of filing the formal complaint, the complainant was participating in, or attempting to participate in, an education program or activity of the school district with which the formal complaint is filed.
- G. “Informal resolution” means options for resolving a formal complaint that do not involve a full investigation and adjudication. Informal resolution may encompass a broad range of conflict resolution strategies, including mediation or restorative justice.
- H. “Relevant questions” and “relevant evidence” are questions, documents, statements, or information that are related to the allegations raised in a formal complaint. Relevant evidence includes evidence that is both inculpatory and exculpatory. Questions and evidence about the complainant’s sexual predisposition or prior sexual behavior are not relevant, unless such questions and evidence about the complainant’s prior sexual behavior are offered to prove that someone other than the respondent committed the conduct alleged by the complainant, or if the questions and evidence concern specific incidents of the complainant’s prior sexual behavior with respect to the respondent and are offered to prove consent.
- I. “Remedies” means actions designed to restore or preserve the complainant’s equal access to education after a respondent is found responsible. Remedies may include the same individualized services that constitute supportive measures, but need not be non-punitive or non-disciplinary, nor must they avoid burdening the respondent.
- J. “Respondent” means an individual who has been reported to be the perpetrator of conduct that could constitute sexual harassment under Title IX.
- K. “Sexual harassment” means any of three types of misconduct on the basis of sex that occurs in a school district education program or activity and is committed against a person in the United States:
1. Quid pro quo harassment by a school district employee (conditioning the provision of an aid, benefit, or service of the school district on an individual's participation in unwelcome sexual conduct);
 2. Unwelcome conduct that a reasonable person would find so severe, pervasive, and objectively offensive that it denies a person equal educational access; or
 3. Any instance of sexual assault (as defined in the Clery Act, 20 ~~United States Code~~ section §1092(f)(6)A(v)), dating violence, domestic violence, or stalking (as defined in the Violence Against Women Act, 34 ~~United States Code~~ section §12291).

- L. “Supportive measures” means individualized services provided to the complainant or respondent without fee or charge that are reasonably available, non-punitive, non-disciplinary, not unreasonably burdensome to the other party, and designed to ensure equal educational access, protect safety, and deter sexual harassment. Supportive measures may include counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, alternative educational services as defined under Minnesota Statutes, section § 121A.41, as amended, mutual restrictions on contact between the parties, changes in work locations, leaves of absence, increased security and monitoring of certain areas of the school district buildings or property, and other similar measures.
- M. “Title IX Personnel” means any person who addresses, works on, or assists with the school district’s response to a report of sexual harassment or formal complaint, and includes persons who facilitate informal resolutions. The following are considered Title IX Personnel:
1. “Title IX Coordinator” means an employee of the school district that coordinates the school district’s efforts to comply with and carry out its responsibilities under Title IX. The Title IX Coordinator is responsible for acting as the primary contact for the parties and ensuring that the parties are provided with all notices, evidence, reports, and written determinations to which they are entitled under this policy and grievance process. The Title IX Coordinator is also responsible for effective implementation of any supportive measures or remedies. The Title IX Coordinator must be free from conflicts of interest and bias when administering administering the grievance process.
 2. “Investigator” means a person who investigates a formal complaint. The investigator of a formal complaint may not be the same person as the Decision-maker or the Appellate Decision-maker. The Investigator may be a school district employee, school district official, or a third party designated by the school district.
 3. “Decision-maker” means a person who makes a determination regarding responsibility after the investigation has concluded. The Decision-maker cannot be the same person as the Title IX Coordinator, the Investigator, or the Appellate Decision-maker.
 4. “Appellate Decision-maker” means a person who considers and decides appeals of determinations regarding responsibility and dismissals of formal complaints. The Appellate Decision-maker cannot be the same person as the Title IX Coordinator, Investigator, or Decision-maker. The Appellate Decision-maker may be a school district employee, or a third party designated by the school district.
 5. The superintendent of the school district may delegate functions assigned to a specific school district employee under this policy, including but not limited to the functions assigned to the Title IX Coordinator, Investigator,

Decision-maker, Appellate Decision-maker, and facilitator of informal resolution processes, to any suitably qualified individual and such delegation may be rescinded by the superintendent at any time. The school district may also, in its discretion, appoint suitably qualified persons who are not school district employees to fulfill any function under this policy, including, but not limited to, Investigator, Decision-maker, Appellate Decision-maker, and facilitator of informal resolution processes.

IV. BASIC REQUIREMENTS FOR GRIEVANCE PROCESS

A. Equitable Treatment

1. The school district shall treat complainants and respondents equitably. However, equality or parity with respect to supportive measures provided to complainants and respondents is not required.
2. The school district will not impose any disciplinary sanctions or take any other actions against a respondent that do not constitute supportive measures until it has completed this grievance process and the respondent has been found responsible.
3. The school district will provide appropriate remedies to the complainant any time a respondent is found responsible.

B. Objective and Unbiased Evaluation of Complaints

1. Title IX Personnel, including the Title IX Coordinator, Investigator, Decision-maker, and Appellate Decision-maker, shall be free from conflicts of interest or bias for or against complainants or respondents generally or a specific complainant or respondent.
2. Throughout the grievance process, Title IX Personnel will objectively evaluate all relevant evidence, inculpatory and exculpatory, and shall avoid credibility determinations based solely on a person's status as a complainant, respondent, or witness.

C. Title IX Personnel will presume that the respondent is not responsible for the alleged conduct until a determination regarding responsibility is made at the conclusion of the grievance process.

D. Confidentiality

The school district will keep confidential the identity of any individual who has made a report or complaint of sex discrimination, including any individual who has made a report or filed a formal complaint of sexual harassment, any complainant, any individual who has been reported to be the perpetrator of sex discrimination, any respondent, and any witness, except as may be permitted by the Family Educational Rights and Privacy Act (FERPA), 20 United States Code-

~~section~~ § 1232g, ~~or FERPA's~~ regulations, ~~34 Code of Federal Regulations part 99,~~
~~and State Minnesota~~ law under Minnesota Statutes, ~~section~~ § 13.32 ~~34 C.F.R. Part~~
~~99~~, or as required by law, or to carry out the purposes of 34 ~~Code of~~
~~Federal Regulations~~. ~~Part~~ 106, including the conduct of any investigation,
hearing, or judicial proceeding arising thereunder (i.e., the school district's
obligation to maintain confidentiality shall not impair or otherwise affect the
complainants and respondents receipt of the information to which they are entitled
with respect to the investigative record and determination of responsibility).

E. Right to an Advisor; Right to a Support Person

Complainants and respondents have the right, at their own expense, to be assisted by an advisor of their choice during all stages of any grievance proceeding, including all meetings and investigative interviews. The advisor may be, but is not required to be, an attorney. In general, an advisor is not permitted to speak for or on behalf of a complainant or respondent, appear in lieu of complainant or respondent, participate as a witness, or participate directly in any other manner during any phase of the grievance process.

A complainant or respondent with a disability may be assisted by a support person throughout the grievance process, including all meetings and investigative interviews, if such accommodation is necessary. A support person may be a friend, family member, or any individual who is not otherwise a potential witness. The support person is not permitted to speak for or on behalf of a complainant or respondent, appear in lieu of complainant or respondent, participate as a witness, or participate directly in any other manner during any phase of the grievance process.

F. Notice

The school district will send written notice of any investigative interviews or meetings to any party whose participation is invited or expected. The written notice will include the date, time, location, participants, and purpose of the meeting or interview, and will be provided to allow sufficient time for the party to prepare to participate.

G. Consolidation

The school district may, in its discretion, consolidate formal complaints as to allegations of sexual harassment against more than one respondent, or by more than one complainant against one or more respondents, or by one party against the other party, where the allegations of sexual harassment arise out of the same facts or circumstances.

H. Evidence

1. During the grievance process, the school district will not require, allow, rely upon, or otherwise use questions or evidence that constitute or seek

disclosure of information protected under a legally recognized privilege, unless the person holding such privilege has waived the privilege.

2. The school district shall not access, consider, disclose, or otherwise use a party's medical, psychological, and similar treatment records unless the school district obtains the party's voluntary, written consent.

I. Burden of Proof

1. The burden of gathering evidence and the burden of proof shall remain upon the school district and not upon the parties.
2. The grievance process shall use a preponderance of the evidence standard (i.e. whether it is more likely than not that the respondent engaged in sexual harassment) for all formal complaints of sexual harassment, including when school district employees are respondents.

J. Timelines

1. Any informal resolution process must be completed within thirty (30) calendar days following the parties' agreement to participate in such informal process.
2. An appeal of a determination of responsibility or of a decision dismissing a formal complaint must be received by the school district within five (5) days of the date the determination of responsibility or dismissal was provided to the parties.
3. Any appeal of a determination of responsibility or of a dismissal will be decided within thirty (30) calendar days of the day the appeal was received by the school district.
4. The school district will seek to conclude the grievance process, including any appeal, within 120 calendar days of the date the formal complaint was received by the school district.
5. Although the school district strives to adhere to the timelines described above, in each case, the school district may extend the time frames for good cause. Good cause may include, without limitation: the complexity of the allegations; the severity and extent of the alleged misconduct; the number of parties, witnesses, and the types of other evidence (e.g., forensic evidence) involved; the availability of the parties, advisors, witnesses, and evidence (e.g., forensic evidence); concurrent law enforcement activity; intervening school district holidays, breaks, or other closures; the need for language assistance or accommodation of disabilities; and/or other unforeseen circumstances.

K. Potential Remedies and Disciplinary Sanctions

1. The following is the range of possible remedies that the school district may provide a complainant and disciplinary sanctions that the school district might impose upon a respondent, following determination of responsibility: counseling, extensions of deadlines or other course-related adjustments, modifications of work or class schedules, mutual or unilateral restrictions on contact between the parties, changes in work locations, leaves of absence, monitoring of certain areas of the school district buildings or property, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge.
2. If the Decision-maker determines a student-respondent is responsible for violating this policy, the Decision-maker will recommend appropriate remedies, including disciplinary sanctions/consequences. The Title IX Coordinator will notify the superintendent of the recommended remedies, such that an authorized administrator can consider the recommendation(s) and implement appropriate remedies in compliance with MSBA Model Policy 506 – Student Discipline. The discipline of a student-respondent must comply with the applicable provisions of Minnesota Pupil Fair Dismissal Act, the Individuals with Disabilities Education Improvement Act (IDEA) and/or Section 504 of the Rehabilitation Act of 1972, and their respective implementing regulations.

V. REPORTING PROHIBITED CONDUCT

- A. Any student who believes they have been the victim of unlawful sex discrimination or sexual harassment, or any person (including the parent/guardian of a student) with actual knowledge of conduct which may constitute unlawful sex discrimination or sexual harassment toward a student should report the alleged acts as soon as possible to the Title IX Coordinator.
- B. Any employee of the school district who has experienced, has actual knowledge of, or has witnessed unlawful sex discrimination, including sexual harassment, or who otherwise becomes aware of unlawful sex discrimination, including sexual harassment, must promptly report the allegations to the Title IX Coordinator without screening or investigating the report or allegations.
- C. A report of unlawful sex discrimination or sexual harassment may be made at any time, including during non-business hours, and may be made in person, by mail, by telephone, or by e-mail using the Title IX Coordinator's contact information. A report may also be made by any other means that results in the Title IX Coordinator receiving the person's verbal or written report.
- D. Sexual harassment may constitute both a violation of this policy and criminal law. To the extent the alleged conduct may constitute a crime, the school district may report the alleged conduct to law enforcement authorities. The school district encourages complainants to report criminal behavior to the police immediately.

VI. INITIAL RESPONSE AND ASSESSMENT BY THE TITLE IX COORDINATOR

- A. When the Title IX Coordinator receives a report, the Title IX Coordinator shall promptly contact the complainant confidentially to discuss the availability of supportive measures, consider the complainant's wishes with respect to supportive measures, inform the complainant of the availability of supportive measures with or without the filing of a formal complaint, and explain to the complainant the process for filing a formal complaint.
- B. The school district will offer supportive measures to the complainant whether or not the complainant decides to make a formal complaint. The school district must maintain as confidential any supportive measures provided to the complainant or respondent, to the extent that maintaining such confidentiality would not impair the school district's ability to provide the supportive measures. The Title IX Coordinator is responsible for coordinating the effective implementation of supportive measures.
- C. If the complainant does not wish to file a formal complaint, the allegations will not be investigated by the school district unless the Title IX Coordinator determines that signing a formal complaint to initiate an investigation over the complainant's wishes is not clearly unreasonable in light of the known circumstances.
- D. Upon receipt of a formal complaint, the school district must provide written notice of the formal complaint to the known parties with sufficient time to prepare a response before any initial interview. This written notice must contain:
 - 1. The allegations of sexual harassment, including sufficient details known at the time, the identities of the parties involved in the incident (if known), the conduct allegedly constituting sexual harassment, and the date and location of the alleged incident, if known;
 - 2. A statement that the respondent is presumed not responsible for the alleged conduct and that a determination regarding responsibility will be made at the conclusion of the grievance process;
 - 3. A statement explaining that the parties may have an advisor of their choice, who may be, but is not required to be, an attorney;
 - 4. A statement that the parties may inspect and review evidence gathered pursuant to this policy;
 - 5. A statement informing the parties of any code of conduct provision that prohibits knowingly making false statements or knowingly submitting false information; and
 - 6. A copy of this policy.

VII. STATUS OF RESPONDENT DURING PENDENCY OF FORMAL COMPLAINT

A. Emergency Removal of a Student

1. The school district may remove a student-respondent from an education program or activity of the school district on an emergency basis before a determination regarding responsibility is made if:
 - a. The school district undertakes an individualized safety and risk analysis;
 - b. The school district determines that an immediate threat to the physical health or safety of any student or other individual arising from the allegations of sexual harassment justifies removal of the student-respondent; and
 - c. The school district determines the student-respondent poses such a threat, it will so notify the student-respondent and the student-respondent will have an opportunity to challenge the decision immediately following the removal. In determining whether to impose emergency removal measures, the Title IX Coordinator shall consult related school district policies, including ~~MSBA Model~~ Policy 506 – Student Discipline. The school district must take into consideration applicable requirements of the Individuals with Disabilities Education Act and Section 504 of the Rehabilitation Act of 1973, prior to removing a special education student or Section 504 student on an emergency basis.

B. Employee Administrative Leave

The school district may place a non-student employee on administrative leave during the pendency of the grievance process of a formal complaint. Such leave will typically be paid leave unless circumstances justify unpaid leave in compliance with legal requirements. The school district must take into consideration applicable requirements of Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act prior to removing an individual with a qualifying disability.

VIII. INFORMAL RESOLUTION OF A FORMAL COMPLAINT

- A. At any time prior to reaching a determination of responsibility, informal resolution may be offered and facilitated by the school district at the school district's discretion, but only after a formal complaint has been received by the school district.
- B. The school district may not require as a condition of enrollment or continued enrollment, or of employment or continued employment, or enjoyment of any

other right, waiver of the right to a formal investigation and adjudication of formal complaints of sexual harassment.

- C. The informal resolution process may not be used to resolve allegations that a school district employee sexually harassed a student.
- D. The school district will not facilitate an informal resolution process without both parties' agreement, and will obtain their voluntary, written consent. The school district will provide to the parties a written notice disclosing the allegations, the requirements of the informal resolution process including the circumstances under which it precludes the parties from resuming a formal complaint arising from the same allegations, the parties' right to withdraw from the informal resolution process, and any consequences resulting from participating in the informal resolution process, including the records that will be maintained or could be shared.
- E. At any time prior to agreeing to a resolution, any party has the right to withdraw from the informal resolution process and resume the grievance process with respect to the formal complaint.

IX. DISMISSAL OF A FORMAL COMPLAINT

- A. Under federal law, the school district must dismiss a Title IX complaint, or a portion thereof, if the conduct alleged in a formal complaint or a portion thereof:
 - 1. Would not meet the definition of sexual harassment, even if proven;
 - 2. Did not occur in the school district's education program or activity; or
 - 3. Did not occur against a person in the United States.
- B. The school district may, in its discretion, dismiss a formal complaint or allegations therein if:
 - 1. The complainant informs the Title IX Coordinator in writing that the complainant desires to withdraw the formal complaint or allegations therein;
 - 2. The respondent is no longer enrolled or employed by the school district; or
 - 3. Specific circumstances prevent the school district from gathering sufficient evidence to reach a determination.
- C. The school district shall provide written notice to both parties of a dismissal. The notice must include the reasons for the dismissal.

- D. Dismissal of a formal complaint or a portion thereof does not preclude the school district from addressing the underlying conduct in any manner that the school district deems appropriate.

X. INVESTIGATION OF A FORMAL COMPLAINT

- A. If a formal complaint is received by the school district, the school district will assign or designate an Investigator to investigate the allegations set forth in the formal complaint.
- B. If during the course of the investigation the school district decides to investigate any allegations about the complainant or respondent that were not included in the written notice of a formal complaint provided to the parties, the school district must provide notice of the additional allegations to the known parties.
- C. When a party's participation is invited or expected in an investigative interview, the Investigator will coordinate with the Title IX Coordinator to provide written notice to the party of the date, time, location, participants, and purposes of the investigative interview with sufficient time for the party to prepare.
- D. During the investigation, the Investigator must provide the parties with an equal opportunity to present witnesses for interviews, including fact witnesses and expert witnesses, and other inculpatory and exculpatory evidence.
- E. Prior to the completion of the investigative report, the Investigator, through the Title IX Coordinator, will provide the parties and their advisors (if any) with an equal opportunity to inspect and review any evidence directly related to the allegations. The evidence shall be provided in electronic format or hard copy and shall include all relevant evidence, evidence upon which the school district does not intend to rely in reaching a determination regarding responsibility, and any inculpatory or exculpatory evidence whether obtained from a party or another source. The parties will have ten (10) days to submit a written response, which the Investigator will consider prior to completion of the investigative report.
- F. The Investigator will prepare a written investigative report that fairly summarizes the relevant evidence. The investigative report may include credibility determinations that are not based on a person's status as a complainant, respondent or witness. The school district will send the parties and their advisors (if any) a copy of the report in electronic format or hard copy, for their review and written response at least ten (10) days prior to a determination of responsibility.

XI. DETERMINATION REGARDING RESPONSIBILITY

- A. After the school district has sent the investigative report to both parties and before the school district has reached a determination regarding responsibility, the Decision-maker must afford each party the opportunity to submit written, relevant questions that a party wants asked of any party or witness.

- B. The Decision-maker must provide the relevant questions submitted by the parties to the other parties or witnesses to whom the questions are offered, and then provide each party with the answers, and allow for additional, limited follow-up questions from each party.
- C. The Decision-maker must explain to the party proposing the questions any decision to exclude a question as not relevant.
- D. When the exchange of questions and answers has concluded, the Decision-maker must issue a written determination regarding responsibility that applies the preponderance of the evidence standard to the facts and circumstances of the formal complaint. The written determination of responsibility must include the following:
 - 1. Identification of the allegations potentially constituting sexual harassment;
 - 2. A description of the procedural steps taken from the receipt of the formal complaint through the determination, including any notifications to the parties, interviews with parties and witnesses, site visits, and methods used to gather other evidence;
 - 3. Findings of fact supporting the determination;
 - 4. Conclusions regarding the application of the school district's code of conduct to the facts;
 - 5. A statement of, and rationale for, the result as to each allegation, including a determination regarding responsibility, any disciplinary sanctions the school district imposes on the respondent, and whether remedies designed to restore or preserve equal access to the recipient's education program or activity will be provided by the school district to the complainant; and
 - 6. The school district's procedures and permissible bases for the complainant and respondent to appeal and the date by which an appeal must be made.
- E. In determining appropriate disciplinary sanctions, the Decision-maker should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incident occurred.
- F. The written determination of responsibility must be provided to the parties simultaneously.
- G. The Title IX Coordinator is responsible for the effective implementation of any remedies.
- H. The determination regarding responsibility becomes final either on the date that the school district provides the parties with the written determination of the result

of the appeal, if an appeal is filed, or if an appeal is not filed, the date on which an appeal would no longer be considered timely.

XII. APPEALS

- A. The school district shall offer the parties an opportunity to appeal a determination regarding responsibility or the school district's dismissal of a formal complaint or any allegations therein, on the following bases:
 - 1. A procedural irregularity that affected the outcome of the matter (e.g., a material deviation from established procedures);
 - 2. New evidence that was not reasonably available at the time the determination regarding responsibility or dismissal was made, that could affect the outcome of the matter; and
 - 3. The Title IX Coordinator, Investigator, or Decision-maker had a conflict of interest or bias for or against complainants or respondents generally or the individual complainant or respondent that affected the outcome of the matter.
- B. If notice of an appeal is timely received by the school district, the school district will notify the parties in writing of the receipt of the appeal, assign or designate the Appellate Decision-maker, and give the parties a reasonable, equal opportunity to submit a written statement in support of, or challenging, the outcome.
- C. After reviewing the parties' written statements, the Appellate Decision-maker must issue a written decision describing the result of the appeal and the rationale for the result.
- D. The written decision describing the result of the appeal must be provided simultaneously to the parties.
- E. The decision of the Appellate Decision-maker is final. No further review beyond the appeal is permitted.

XIII. RETALIATION PROHIBITED

- A. Neither the school district nor any other person may intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, or because the individual made a report or complaint, testified, assisted, or participated or refused to participate in any manner in an investigation, proceeding, or hearing under this policy. Intimidation, threats, coercion, or discrimination, including charges against an individual for code of conduct violations that do not involve sex discrimination or sexual harassment, but arise out of the same facts or circumstances as a report or complaint of sex

discrimination, or a report or formal complaint of sexual harassment, for the purpose of interfering with any right or privilege secured by Title IX, its implementing regulations, or this policy, constitutes retaliation. Retaliation against a person for making a report of sexual harassment, filing a formal complaint, or participating in an investigation, constitutes a violation of this policy that can result in the imposition of disciplinary sanctions/consequences and/or other appropriate remedies.

- B. Any person may submit a report or formal complaint alleging retaliation in the manner described in this policy and it will be addressed in the same manner as other complaints of sexual harassment or sex discrimination.
- C. Charging an individual with violation of school district policies for making a materially false statement in bad faith in the course of a grievance proceeding under this policy shall not constitute retaliation, provided, however, that a determination regarding responsibility, alone, is not sufficient to conclude that any party made a materially false statement in bad faith.

XIV. TRAINING

- A. The school district shall ensure that Title IX Personnel receive appropriate training. The training shall include instruction on:
 - 1. The Title IX definition of sexual harassment;
 - 2. The scope of the school district's education program or activity;
 - 3. How to conduct an investigation and grievance process, appeals, and informal resolution processes, as applicable;
 - 4. How to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias;
 - 5. For Decision-makers, training on issues of relevance of questions and evidence, including when questions and evidence about the complainant's prior sexual behavior are not relevant; and
 - 6. For Investigators, training on issues of relevance, including the creation of an investigative report that fairly summarizes relevant evidence.
- B. The training materials will not rely on sex stereotypes and must promote impartial investigations and adjudications of formal complaints.
- C. Materials used to train Title IX Personnel must be posted on the school district's website. If the school district does not have a website, it must make the training materials available for public inspection upon request.

XV. DISSEMINATION OF POLICY

- A. This policy shall be made available to all students, parents/guardians of students, school district employees, and employee unions.
- B. The school district shall conspicuously post the name of the Title IX Coordinator, including office address, telephone number, and work ~~email~~-mail address on its website and in each handbook that it makes available to parents, employees, students, unions, or applicants.
- C. The school district must provide applicants for admission and employment, students, parents or legal guardians of secondary school students, employees, and all unions holding collective bargaining agreements with the school district, with the following:
 - 1. The name or title, office address, electronic mail address, and telephone number of the Title IX Coordinator;
 - 2. Notice that the school district does not discriminate on the basis of sex in the education program or activity that it operates, and that it is required by Title IX not to discriminate in such a manner;
 - 3. A statement that the requirement not to discriminate in the education program or activity extends to admission and employment, and that inquiries about the application of Title IX may be referred to the Title IX Coordinator, to the Assistant Secretary for Civil Rights of the United States Department of Education, or both; and
 - 4. Notice of the school district's grievance procedures and grievance process contained in this policy, including how to report or file a complaint of sex discrimination, how to report or file a formal complaint of sexual harassment, and how the school district will respond.

XVI. RECORDKEEPING

- A. The school district must create, and maintain for a period of seven calendar years, records of any actions, including any supportive measures, taken in response to a report or formal complaint of sexual harassment. In each instance, the school district must document:
 - 1. The basis for the school district's conclusion that its response to the report or formal complaint was not deliberately indifferent;
 - 2. The measures the school district has taken that are designed to restore or preserve equal access to the school district's education program or activity; and
 - 3. If the school district does not provide a complainant with supportive measures, then it must document the reasons why such a response was not

clearly unreasonable in light of the known circumstances. Such a record must be maintained for a period of seven years.

4. The documentation of certain bases or measures does not limit the recipient in the future from providing additional explanations or detailing additional measures taken.

B. The school district must also maintain for a period of seven calendar years records of:

1. Each sexual harassment investigation including any determination regarding responsibility, any disciplinary sanctions imposed on the respondent, and any remedies provided to the complainant designed to restore or preserve equal access to the recipient's education program or activity;
2. Any appeal and the result therefrom;
3. Any informal resolution and the result therefrom; and
4. All materials used to train Title IX Personnel.

Legal References: Minn. Stat. § 121A.04 (Athletic Programs; ~~s~~Sex ~~d~~Discrimination)
Minn. Stat. § 121A.40 – 121A.575 (Minnesota Pupil Fair Dismissal Act)
Minn. Stat. Ch. 363 (Minnesota Human Rights Act)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments ~~of 1972~~)
34 C.F.R. Part 106 (Implementing regulations of Title IX)
20 U.S.C § 1400, et seq. (Individuals with Disabilities Education ~~Improvement Act of 2004~~)
29 U.S.C. § 794 (Section 504 of the Rehabilitation Act ~~of 1973~~)
42 U.S.C. § 12101, et seq. (Americans with Disabilities Act ~~of 1990, as amended~~)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act of 1974)
20 U.S.C. § 1092 et seq. (Jeanne Clery Disclosure of Campus Security and Campus Crime Statistics Act (“Clery Act”))

Cross References: WBLASB Policy 102 (Equal Educational Opportunity)
WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 528 (Student Parental, Family, and Marital Status Nondiscrimination)

AGENDA ITEM: **Policy 523, Policies Incorporated by Reference**

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 523, Policies Incorporated by Reference, 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 the Purpose section.

The purpose of this policy is to provide notice that certain policies as contained in this policy reference manual are applicable to students as well as to employees. Students are also on notice that the provisions of the various policies speak for themselves and may be applicable although not specifically listed.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 14, 2022 or a subsequent School Board meeting agenda for action.

Adopted: December 10, 2001
Revised: May 9, 2016
Revised: October 14, 2019
Revised:

White Bear Lake Area
School District #624 Policy 523

523 POLICIES INCORPORATED BY REFERENCE

I. PURPOSE

Certain policies as contained in this policy reference manual are applicable to students as well as to employees. ~~In order to~~ To avoid undue duplication, the school district provides notice that the following policies apply to district employees as well as district students and school partners (as defined in Policy 900):

WBLASB Policy 102	Equal Educational Opportunity
WBLASB Policy 103	Complaints-Students, Employees, Parents, Other Persons
WBLASB Policy 206	Public Participation in School Board Meetings; complaints About Persons at School Board Meetings and Data Privacy Considerations
WBLASB Policy 211	Criminal or Civil Action Against School District, School Board Member, Employee, or Student
WBLASB Policy 305	Policy Implementation
WBLASB Policy 413	Harassment and Violence
WBLASB Policy 417	Chemical Use/ and Abuse
WBLASB Policy 418	Drug-Free and Alcohol-Free Workplace/Drug-Free and Alcohol-Free School
WBLASB Policy 419	Tobacco-Free Environment: Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instructions
WBLASB Policy 420	Students and Employees with Sexually Transmitted Infections and Diseases and Certain Other Communicable Diseases and or Infectious Diseases Conditions
WBLASB Policy 511	Student Fundraising
WBLASB Policy 524	Internet Acceptable Use and Safety Policy
WBLASB Policy 525	Violence Prevention
WBLASB Policy 610	Field Trips
WBLASB Policy 613	Graduation Requirements
WBLASB Policy 614	School District Testing Plan and Procedure
WBLASB Policy 615	Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation and LEP Students
WBLASB Policy 616	School District System Accountability
WBLASB Policy 707	Transportation of Public School Students
WBLASB Policy 708	Transportation of Nonpublic School Students
WBLASB Policy 709	Student Transportation Safety Policy
WBLASB Policy 710	Extracurricular Transportation

~~WBLASB Policy 711 — Video taping on School Buses~~
~~WBLASB Policy 712 — Video Surveillance Other than on Buses~~
~~WBLASB Policy 801 — Equal Access to Facilities of Secondary Schools~~

Please note that other district policies have specific provisions applicable to students. Students are charged with notice that the above cited policies are also applicable to students; in addition students are also on notice that the provisions of other policies speak for themselves and may be applicable although not specifically listed above.

~~*Legal References:* — None~~

~~*Cross Reference:* — None~~

E. OPERATIONAL ITEMS

AGENDA ITEM: **Action on Bid for High School Interior Room Signage**

MEETING DATE: **October 10, 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 High School Interior Room Signage. Bids were opened on October 4, 2022. After reviewing the bids with our construction manager, Kraus Anderson, it is recommended we award the bid to the low bidder, Fourth Dimension Signs, with a bid of \$144,397. The highest bid for the project was \$168,949.

RECOMMENDED ACTION:

Accept the overall bid for the High School Interior Room Signage as presented, to Fourth Dimension Signs in the amount of \$144,397.



KRAUS-ANDERSON®

Kraus-Anderson Construction Company
501 South Eighth Street, Minneapolis, MN 55404

October 4th, 2022

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

RE: **White Bear Lake Area Schools High School – North Campus**
Signage Package

Dear Mr. Wald

This letter is concerning the contract awards for the White Bear Lake Area Schools High School – North Campus Signage Package project that was bid on October 4th, 2022. Kraus-Anderson has verified bidders and we submit the following lowest responsible bidders and their bid amount.

<u>Work Scope</u>		<u>Contractor, City, State</u>	<u>Bid Amount</u>	
WS 10-B	Signage	Bisek Family Enterprises dba Fourth Dimension Signs	Base Bid:	\$144,397.00

Total : \$144,397.00

The total amount of the base bids is one hundred forty-four thousand three hundred ninety-seven dollars.

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

If you have any questions regarding this information, please do not hesitate to contact me at 480.369.2079.

Very truly yours,
KRAUS-ANDERSON® CONSTRUCTION COMPANY

AJ Lillesve
Project Manager

Cc: Dan Roeser, White Bear Lake Area Schools
Sara Kelzenberg, Wold Architects & Engineers
Nick Thompson, Wold Architects & Engineers
Jason Peterson, Kraus-Anderson Construction
Alex Titterud, Kraus-Anderson Construction
Cody Darling, Kraus-Anderson Construction



ARCHITECT: Wold Architects & Engineers

October 4th at 2:00 PM

[illegible]

AGENDA ITEM: **Policy 506, White Bear Lake Area School District Student Discipline Policy**

MEETING DATE: **October 10, 2022**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 506, White Bear Lake Area School District Student Discipline Policy, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in September and is being recommended for a second reading. The changes recommended to this policy are in sections I, II, III, IV, V, VI, VII, VIII, IX, X, XII, XIII, XIV, XV, XVI, the Legal References, and Cross References.

The purpose of this policy is to ensure that students, families and staff understand and follow the school district's discipline policy.

RECOMMENDED ACTION:

Approve Policy 506, White Bear Lake Area School District Student Discipline Policy as recommended by the School Board Policy Committee and Cabinet.

Adopted: August 26, 1996
Revised: August 18, 1997
Revised: September 9, 2002
Revised: January 10, 2005
Revised: March 9, 2009
Revised: March 28, 2010
Revised: June 8, 2015
Revised: _____

White Bear Lake Area
School District #624 Policy 506

Revised: June 13, 2016
Revised: April 10, 2017
Revised: October 8, 2018
Revised: July 15, 2019

506 WHITE BEAR LAKE AREA SCHOOL DISTRICT STUDENT DISCIPLINE POLICY

I. PURPOSE

~~White Bear Lake Area Schools recognizes that appropriate school behavior is critical to academic success and sustaining a safe and caring learning community. It is also the intention of this policy to ensure a safe and orderly learning environment for all students and a safe working environment for staff. Effective teaching of school appropriate behavior is the responsibility of the adults in every school. Effective school discipline includes the establishment of high standards of behavior, school cultures of respect and acceptance, instruction in appropriate behavior, time for students to learn appropriate behavior, and fair and proportionate consequences for failure to meet behavior expectations. Students share in the responsibility to uphold and respect the high standards of school behavior that contribute to the ability of all to learn. Effective discipline maximizes the amount of student and staff time and attention spent on teaching and learning and minimizes the amount of student and staff time and attention directed toward behavior that disrupts the learning process. The District looks to parents/guardians and families to partner in the teaching, learning and supporting of appropriate school behavior to maximize the academic success of their students. Effective discipline considers the age and development of the student in framing the instruction in appropriate behavior and the consequences for misbehavior. Effective discipline is educational, not punitive. Effective discipline includes building relationships, repair of harm and restoring relationships and restorative practices to re-engage students in their learning community (Language from the St. Cloud Area Schools Discipline Policy was replicated in drafting this purpose statement.) This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §§ 121A.40 through 121A.56.~~

The purpose of this policy is to ensure that students, families and staff understand and follow the school district's discipline policy. The school district understands that behavior and actions of students are part of child development and learning. The intent of this policy is to establish guidelines to assist in maintaining a supportive, safe, welcoming, and inclusive environment. It is the responsibility of the school district to take action when the guidelines established in this policy are not followed, impacting individuals and the school environment.

II. GENERAL STATEMENT OF POLICY

The School Board of Independent School District No. 624 recognizes that social emotional learning and growth individual responsibility and mutual respect are essential components of the educational process. The School Board further recognizes that providing nurturing this learning has a direct impact on student behavior and overall success. The school district will support students in continually learning social emotional skills and understanding school expectations. the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

A. All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Proper positive discipline Learning best takes place when students feel safe and connected in their can best result from an environment which provides options and stresses student self-direction, decision-making, and responsibility. When students act in a manner inconsistent with school policies, the school district needs to assist the student in repairing harm caused and engaging in relearning practices. Schools can function most effectively only with clear expectations based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that maintains supports a climate in which learning can take place. Overall decorum climate affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

B. Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. The school district recognizes that despite efforts to build a safe, welcoming, and inclusive climate for all students, there will be times when the policies will be broken resulting in harm to the learning community. When harm is caused, rebuilding of the community is essential and student actions may result in a variety of interventions. It is the The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of each the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota The Pupil Fair Dismissal Act, Minnesota Statutes sections §§ 121A.40-121A.56, which provides definitions for: Dismissal, Exclusion, Expulsion, and Suspension.

1. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. It does not include removal from class.
2. "Exclusion" means an action taken by the School Board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year.

3. ~~“Expulsion” means a School Board action to prohibit an enrolled student from further attendance for up to 12 months from the date the student is expelled.~~
4. ~~“Suspension” means an action by the school administration, under rules promulgated by the School Board, prohibiting a student from attending school for a period of Pupil Fair Dismissal Act no more than ten school days. If a suspension is longer than five days, the suspending administrator must provide the Superintendent with a reason for the longer suspension. This definition does not apply to dismissal from school for one school day or less, except as provided in federal law for a student with a disability. Each suspension action may include a readmission plan. The readmission plan shall include, where appropriate, a provision for implementing alternative education services upon readmission and may not be used to extend the current suspension. Consistent with section 125A.091, subdivision 5, the readmission plan must not obligate a parent to provide a sympathomimetic medication for the parent’s child as a condition of readmission. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or surrounding persons or property, or where the district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of 15 school days.~~

~~Detailed information can be found in IXD.~~

- €. In view of the foregoing and in accordance with Minnesota Statutes section §§ 121A.55, the School Board, with the participation of school district administrators, teachers, employees, students, parents/guardians, community members, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. AREAS OF RESPONSIBILITY

- A. School Board: The School Board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of ~~the district’s~~ this discipline policy.
- B. Superintendent: The Superintendent shall establish guidelines and directives to carry out this policy, holds all school personnel, students and parents/guardians responsible for ~~conforming to~~ following this policy, and supports all school personnel in performing their duties within the framework of this policy. The Superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents/guardians in upholding this policy. Any guidelines or directives established to implement this policy ~~shall~~

~~be submitted to the School Board for approval and~~ shall be attached ~~as to~~ an addendum to this policy.

- C. **Building Administrator:** The building administrator is given the responsibility and authority to formulate building rules and regulations necessary to ~~enforce~~ uphold this policy. ~~The building administrator is responsible for ensuring staff understand this policy as well as ensuring that all students are taught this policy and other relevant policies.~~ The building administrator shall give direction and support to all school personnel performing their duties within the framework of this policy. The building administrator shall consult with parents/~~guardians~~ of students conducting themselves in a manner contrary to the policy. The building administrator shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents/guardians. A building administrator, in exercising ~~his or her~~ ~~their~~ lawful authority, may use reasonable force ~~only~~ when it is necessary under the circumstances to correct or restrain a student ~~in order to~~ ~~or prevent bodily harm or death to another~~ physical injury.
- D. **Teachers:** ~~It is recognized that teachers have a direct impact on the culture and climate of their classroom and the school environment as a whole. Teachers are~~ ~~All teachers shall be~~ responsible for providing a well-planned teaching/learning environment ~~focused on student needs, teaching and reteaching both academic and social emotional skills. Teaching student expectations and shall have primary responsibility for student conduct.~~ with appropriate assistance from the administration, ~~is a primary task for teachers. When school rules are not followed, teachers must support students relearning of school rules and assist in repairing any harm caused within the community as prescribed by district or individual school/site procedures. All teachers shall enforce the Code of Student Conduct.~~ In exercising the teacher's lawful authority, a teacher may use reasonable force ~~only~~ when it is necessary under the circumstances to correct or restrain a student ~~in order to~~ ~~or prevent bodily harm or death to another~~ physical injury.
- E. **Other School District Personnel:** All school district personnel ~~are~~ ~~shall be~~ responsible for contributing to ~~the atmosphere of mutual respect within the school~~ the culture and climate of the school district. All district personnel support efforts to establish a safe, welcoming and inclusive school environment by following district procedures when responding to situations in which school rules are not followed. All staff support students relearning of school rules and assist in repairing any harm caused within the community. School district personnel should only act in ways ~~Their responsibilities relating to student behavior shall be~~ as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising ~~his or her~~ ~~their~~ lawful authority, may ~~only~~ use reasonable force when it is necessary under the circumstances ~~in order to~~ to restrain a student or prevent ~~bodily harm or death to another.~~ physical injury.

- F. Parents and Legal Guardians: Parents/guardians shall be held responsible for the actions ~~behavior~~ of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the actions ~~behavior~~ of their children.
- G. Students: All students shall be held individually responsible for their actions ~~behavior~~ and for knowing and following ~~obeying~~ the Code of Student Conduct and this policy.
- H. Community Members: Members of the community are expected to contribute ~~important partners in contributing~~ to the establishment of an atmosphere in which ~~rights and duties are effectively acknowledged and fulfilled.~~ ~~of mutual respect and student adherence to the Code of Student Conduct Policy.~~

IV. STUDENT RIGHTS

All students have a right to an education and the right to learn in an environment in which they are supported, valued, respected, and safe.

V. STUDENT RESPONSIBILITIES

All students have the responsibility:

- A. To assist in building a school culture and climate where all students are supported, valued, respected and safe;
- B. When rules are not followed, students are to support and engage in repairing any harm caused to others, the community, or the environment;
- C.A. For their actions ~~behavior~~ and for ~~knowing~~ learning and ~~obeying~~ following all school rules, regulations, policies and procedures;
- D.B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- E.E. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- F.D. To make necessary arrangements for making up work when absent from school;
- ~~E. — To assist the school staff in maintaining a safe school for all students enrolled;~~
- ~~F. — To be aware of all school rules, regulations, policies, and procedures, including those in this policy, and to conduct themselves in accord with them;~~
- G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;

- H. To be aware of and ~~comply~~ **follow** ~~with~~ federal, state and local laws;
- I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- J. To respect and maintain the school's property and the property of others;
- K. To dress and groom in a manner which meets standards of safety and health ~~and common standards of decency and which is consistent with applicable school district policy;~~
- L. To avoid inaccuracies in student newspapers, **school-sponsored social media accounts, shared virtual spaces**, or publications and refrain from indecent or obscene language;
- ~~M. —To conduct themselves in an appropriate physical or verbal manner; and~~
- ~~M~~**N**. To recognize and respect the rights of others.

VI. **CODE OF STUDENT CONDUCT** — ~~UNACCEPTABLE BEHAVIORS~~

- A. The following are examples of unacceptable **actions** ~~behavior~~ subject to **intervention** ~~disciplinary action~~ by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be responded to and supported **in repairing and restoring harm caused**. ~~disciplined~~ in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions, **school-sponsored activities, and events, trips, virtual learning spaces, and school-sponsored social media platforms**. School district property also may mean a student's walking route to and from school for purposes of attending school or school-related functions, activities, or events. **While the school district will provide interventions when students do not follow school rules and policies in this policy and others alike in** ~~prohibiting unacceptable behavior subject to disciplinary action at~~ these locations, **settings**, and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose ~~conduct~~ **actions** at any time or in any place, **including online**, ~~interferes~~ with or ~~obstructs~~ the mission or operations of the school district or the safety or welfare of the student, other students, or employees.
 - 1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking

and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;

2. The use of profanity or obscene language **or materials**, or the possession of obscene materials;
3. Gambling, including, but not limited to, playing a game of chance for stakes;
4. Violation of the school district's Hazing Prohibition Policy;
- ~~5. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;~~
- ~~5.6.~~ Violation of the school district's Student Attendance Policy;
- ~~6.7.~~ Opposition to authority using physical force or violence;
- ~~7.8.~~ Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment: **Possession and Use of Tobacco, Tobacco-Related Devices and Electronic Devices; Vaping Awareness and Prevention Instructions** Policy;
- ~~8.9.~~ Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
- ~~9.10.~~ Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
- ~~10.11.~~ Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
- ~~11.12.~~ Using, possessing, or distributing weapons, or look-alike weapons or other dangerous objects;
- ~~12.13.~~ Violation of the school district's Weapons Policy;
- ~~13.14.~~ Violation of the school district's Violence Prevention Policy;
- ~~14.15.~~ Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;

- ~~15.16.~~ Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
- ~~16.17.~~ Possession, use, or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
- ~~17.18.~~ Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;
- ~~18.19.~~ Violation of any local, state, or federal law as appropriate;
- ~~19.20.~~ Acts disruptive of the educational process, including, but not limited to, ~~disobedience, disruptive or disrespectful behavior, defiance of authority,~~ verbal and physical assault, disruptions in the classroom leading to interruptions in teaching and learning, cheating, ~~insolence,~~ ~~insubordination,~~ failure to identify oneself, improper activation of fire alarms, or bomb threats;
- ~~20.21.~~ Violation of the school district's Internet Acceptable Use and Safety Policy;
- ~~21.22.~~ Possession of nuisance devices or objects which cause distractions and may facilitate cheating including, but not limited to, ~~paggers, radios, and phones~~ tablets, computers, and smart devices.
- ~~22.23.~~ Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
- ~~23.24.~~ Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
- ~~24.25.~~ Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
- ~~25.26.~~ Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
- ~~26.27.~~ Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;

- ~~27.28.~~ Possession or distribution of slanderous, libelous, or pornographic materials;
- ~~28.29.~~ Violation of the school district' Bullying Prohibition Policy;
- ~~29.30.~~ Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing that bears a message that is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group. ~~or which connotes gang membership;~~
- ~~30.31.~~ Criminal activity;
- ~~31.32.~~ Falsification of any records, documents, notes, or signatures;
- ~~32.33.~~ Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
- ~~33.34.~~ Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;
- ~~34.35.~~ Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to ~~toward~~ teachers or other school district personnel;
- ~~35.36.~~ Violation of the school district's Harassment and Violence Policy;
- ~~36.37.~~ Actions, including fighting or any other assaultive ~~behavior~~ **actions**, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
- ~~37.38.~~ Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
- ~~38.39.~~ Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon, or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
- ~~39.40.~~ Verbal assaults or verbally abusive ~~behavior~~ **actions** including, but not limited to, use of words, symbols, acronyms, or language, whether oral or written, that are discriminatory, abusive, obscene, threatening,

intimidating, ~~or that are~~ degrading to other people, or threatening to school property;

- ~~40.~~^{41.} Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
- ~~41.~~^{42.} Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;
- ~~42.~~^{43.} Violation of the school district's Distribution of Non-school-Sponsored Materials on School Premises by Students and Employees Policy;
- ~~43.~~^{44.} Violation of the school district's one-to-one device rules and regulations;
- ~~44.~~^{45.} Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
- ~~45.~~^{46.} Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.
- ~~47. — Students are prohibited from recording other students or employees at school without prior written permission from a teacher or a school administrator.~~

VII. DISCIPLINARY ACTION OPTIONS

~~It is the~~ ^{The} general policy of the school district ^{is} to utilize progressive ^{levels of} discipline ^{focused on student learning and repairing relationships and the school environment} to the extent reasonable and appropriate based upon the specific facts and circumstances of ~~student misconduct~~ ^{the incident}. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district rules, regulations, policies or procedures will result in a ^{restorative} discussion ~~of the violation and a verbal warning~~. The school district ^{has} authority to ~~shall, however,~~ impose more severe disciplinary ~~sanctions~~ ^{responses} for any violation, including exclusion or expulsion, if warranted by the student's ~~misconduct~~ ^{actions, as determined by the school district}. ^{However, the school district recognizes that exclusionary practices impact students' achievement and learning.} Disciplinary action may include, but is not limited to, one or more of the following:

A. ^{Teaching and/or re-teaching of school policies and expectations:}

B. ^{Engaging with the students in social emotional learning through tiered levels of}

support based on student need.

~~C.~~ Engaging in restorative conversation with students and others involved, which may include staff members. Restorative practices in classrooms or with a targeted group of students are appropriate when others involved consent to participating.

~~A.~~ D. Student conference with the teacher, building administrator, counselor, or other school district personnel, to discuss with the student the cause of the student's actions and alternative actions the student could take in the future when faced with a similar situation. In addition, the staff member facilitating this discussion will determine with the student what supports the student may need in order to be able to engage in those alternative actions in the future. This conversation may also include a review of the Code of Student Conduct and potential responses to future actions. ~~and verbal warning;~~

~~B.~~ E. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or things will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.

~~C.~~ F. Parent/guardian contact;

~~D.~~ G. Parent/guardian conference;

~~E.~~ H. Removal from class;

~~F.~~ I. In-school suspension;

~~G.~~ J. Suspension from extracurricular activities;

~~H.~~ K. Detention or restriction of privileges;

~~I.~~ L. Loss of school privileges, ~~e.g. loss of passing time;~~

~~J.~~ M. In-school monitoring or revised class schedule;

~~K.~~ N. Referral to in-school support services;

~~L.~~ O. Referral to community resources or outside agency services;

~~M.~~ P. Financial restitution;

~~N.~~ Q. Referral to police, ~~or~~ other law enforcement agencies, or other appropriate authorities;

- ~~Θ. A request for a petition to be filed in district court for juvenile delinquency adjudication;~~
- ~~P. R.~~ Out-of-school suspension under The Pupil Fair Dismissal Act;
- ~~Q. S.~~ Preparation of an admission or readmission plan;
- ~~R. Extended detention after school or Saturday School;~~
- ~~S. T.~~ Expulsion under The Pupil Fair Dismissal Act;
- ~~T. U.~~ Exclusion under The Pupil Fair Dismissal Act; **and/or**
- ~~U. Alternative educational setting; and/or~~
- V.** Other **responses** ~~disciplinary action~~ as deemed appropriate by the school district.

VIII. REMOVAL OF STUDENTS FROM CLASS

- A. ~~The teacher of record shall have the general control and government of the classroom.~~ Teachers have the responsibility of teaching school expectations to students, while also maintaining a safe, welcoming and inclusive learning environment for all students. When incidents occur that disrupt the environment, it is the responsibility of the teacher to attempt to redirect actions and restore relationships in the environment within the guidelines established by the school district or school. ~~attempting to modify disruptive student behavior by~~ **Teachers may accomplish this by: engaging in coaching and listening conversations such means as conferring** with the student, using positive reinforcement, **providing alternatives in learning practices or the environment to meet students needs assigning detention or other consequences, consulting with a student support team or other resources when interfering actions persist, and or** contacting the student's parents/guardians **when ongoing needs arise.** ~~When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct.~~ **T**he teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. "Removal from class" and "removal" mean any actions taken by a teacher, building administrator, or other school district employee to prohibit a student from attending a class or activity ~~period~~ for a period of time not to exceed five (5) days, pursuant to this discipline policy.
- B. **B.** Grounds for removal from class shall include any of the following:
 - 1. Willful conduct that **significantly** disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;

2. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
3. Willful violation of any school rules, regulations, policies, or procedures, including the Code of Student Conduct in this policy; or
4. Other conduct, which **at** ~~in~~ the discretion of the teacher or administration, requires removal of the student from class.

Such removal will be for at least one (1) activity period or class period of instruction for a given course of study and shall not exceed five (5) such periods.

A student must be removed from class immediately if the student engages in assault or violent behavior. "Assault" is an act done with intent to cause fear in another of immediate bodily harm or death; or the intentional infliction of, or attempt to inflict, bodily harm upon another. The removal from class shall be for a period of time deemed appropriate by the principal, in consultation with the teacher.

C. Removal from class is the short-term exclusion of a student from class during which the school retains custody of the student. Students violating the Code of Student Conduct may be removed from class at the discretion of the classroom teacher for the duration of the class or activity period. If the student is to be removed for additional time, the duration and the conditions for return to class will be determined at a conference between the principal/designee and the teacher. The principal/designee will have the responsibility, if necessary, to consult with the student's case manager. Students removed from class shall be the responsibility of the principal or designee. The principal or designee shall inform the student and the student's parent/guardian of the condition for returning to class.

B. D. If a student is **frequently** removed from class **for recurring behaviors** ~~more than ten (10) times in a school year~~, the school district shall notify the **P**arent(s)/guardian(s) ~~of the student's tenth removal from class~~ and make reasonable attempts to convene a meeting with the student's parent/guardians ~~or guardian~~ to discuss the problem that is causing the student to be removed from class. ~~A district may terminate the enrollment of a nonresident student enrolled under this section or section 124D.08 at the end of a school year if the student meets the definition of a habitual truant under section 206C.007, subdivision 19; the student has been provided appropriate services under chapter 260A, and the student's case has been referred to juvenile court. A district may also terminate the enrollment of a nonresident student over the age of 17 enrolled under this section if the student is absent without lawful excuse for one or more periods on 15 school days and has not lawfully withdrawn from school under section 120A.22, subdivision 8.~~

~~C. Procedures for Removal of a Student From a Class~~

~~In the elementary or secondary schools, if a student is removed from class, the teacher, building administrator or other school district employee will complete a report describing the student's behavior. The student will remain in the custody of the building administrator or his/her designee for the duration of the time prescribed.~~

~~D. Responsibility for and Custody of a Student Removed From Class~~

~~Teachers removing students from class are required to direct the student to the school office and verify his or her arrival as soon as practicable. The administrator may, at his/her option, assign the student to supervision in another area especially designated for this purpose. Students removed for more than one class period will receive assignments from the teachers to enable the student to keep up with his/her class work.~~

~~E. Procedures for Return of a Student to a Class from Which the Student Was Removed~~

~~The student may return to class after a conference with the appropriate administrator, teacher, and/or the parent(s)/guardian(s). At the time of this conference a definite plan of action will be established, including a review of any existing special education services. Students removed from class will be required to examine and take measures to correct inappropriate conduct.~~

~~F. Procedures for Notification~~

~~Parents/guardians of students removed from class will be notified as soon as practical of the rule violation that led to the removal, resulting disciplinary action, and conditions for re-admission.~~

~~G. Students on an IEP; Special Provisions~~

- ~~1. In cases involving students and in need of special education services, appropriate special education staff will be notified of the removal to determine compliance with the student's IEP and to determine whether further assessment or change in the student's IEP is necessary.~~
- ~~2. In cases involving students with a suspected disability, the student assistance team or school counselor will be notified and the school's pre-referral intervention process will be followed.~~

~~H. Devices for Detecting Chemical Use While on School Premises~~

- ~~1. Passive Breath Alcohol Sensor Devices may be used to screen students/student guests for evidence of alcohol consumption at school~~

~~sponsored events. Administration, with reasonable suspicion of student use of alcohol during the school day, may use the Passive Breath Alcohol Sensor Device to determine alcohol consumption.~~

~~I. Procedures for Addressing Chemical Use or Abuse Problems of Students While on School Premises~~

~~1. Use, Possession, Distribution of, or Intent to Distribute Tobacco or Tobacco Paraphernalia~~

~~The use, possession, distribution of, or intent to distribute tobacco or tobacco paraphernalia by students in school buildings and on school property is a violation of School Board policy. For students under 18, it is also a violation of Minnesota Public School Law (MSA 609.685).~~

~~a. Individual building discipline committees are authorized to institute those corrective measures that they consider most effective in view of the age and background of the violator.~~

~~b. Suspension is authorized in accordance with The Pupil Fair Dismissal Act. Parents/guardians are to be notified no later than the following school day of a violation except when a building administrator shall determine an exception is justified.~~

~~2. Use, Possession, Distribution of, or Intent to Distribute Alcohol, Drugs and Paraphernalia~~

~~The use, possession, distribution, intent to distribute, and/or make a request to another person for (solicitation) alcohol, narcotics, non-prescribed drugs, non-controlled substances packaged to look like controlled drugs, and other illegal substances on school premises or at a school function is prohibited. No student may appear at any school or school-sponsored function in possession or under the influence of alcohol, non-prescribed drugs, chemicals, or illegal substances. It is unlawful for any person knowingly or intentionally to use, possess, or distribute drug paraphernalia. This policy includes students who have reached the legal age of majority.~~

~~a. If a school district employee has reason to believe that a student is abusing, possessing, transferring, distributing, or selling chemicals:~~

~~(1) The employee shall notify the building administrator or a member of the pre-assessment team and shall describe the basis for the concern.~~

~~(2) The building administrator and/or pre-assessment team will determine what course of action should be taken.~~

- ~~(3) — Action steps may include: conducting an investigation; gathering objective data from additional staff (i.e. a behavior checklist); scheduling a conference with the student and/or parent(s)/guardian; or conducting a meeting between a single member of the team and the student to discuss the behaviors of concern.~~
 - ~~(4) — Information gathered will be reviewed by the pre-assessment team and/or administrator and a determination of whether or not a chemical use problem exists will be ascertained.~~
 - ~~(5) — If the team determines there is chemical abuse, the team will select an appropriate course of action which may include: parent/guardian conference; referral to a school counselor; sharing of resources for screening, assessment, and treatment planning; participation in support groups; or other appropriate measures.~~
 - ~~b. — When a student is in violation of the above rules at school, the following intervention procedure shall be followed:~~
 - ~~(1) — The staff member informs the student of the observed violation and/or obtains the student's name and accompanies the student to the office.~~
 - ~~(2) — Should the student refuse to go to the office, an administrator shall be called. If possible, the staff member will confiscate the chemicals and/or evidence substantiating the violation/concern.~~
 - ~~(3) — The staff member reports the details of the incident immediately to an administrator.~~
 - ~~c. — If the administrator is in agreement with the reporting staff member(s), the following actions will occur:~~
 - ~~(1) — The administrator will follow due process.~~
 - ~~(2) — The administrator will report the violation to the appropriate law enforcement agency by calling "911" or by calling the School Resource Officer.~~
 - ~~(3) — The administrator will notify parent/guardian, review School Board policy with parent(s)/guardian, and inform parent(s)/guardians that the police have been contacted.~~

- ~~(4) — The student will be interviewed by the police and an administrator/supervisor. When appropriate, the student may be taken to the police station.~~

~~d. — School-Based Consequences:~~

~~(1) — First Violation:~~

- ~~(a) — The student will be prohibited from attending school and school functions for up to 5 days.~~
- ~~(b) — A parent/guardian conference is required prior to readmission.~~
- ~~(c) — Upon re-entry, the student will be invited to meet with an appropriate school support resource (e.g. chemical health specialist, school counselor.)~~
- ~~(d) — If warranted, chemical health assessment resources will also be shared.~~
- ~~(e) — In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home-based or alternative educational services.~~

~~(2) — Second Violation:~~

- ~~(a) — The student will be suspended from school for five (5) school days. The five-day suspension may be reduced, if school administration receives confirmation/verification that the student attended a chemical health assessment.~~
- ~~(b) — A parent/guardian conference is required prior to readmission.~~
- ~~(c) — At the re-entry conference, chemical health assessment resources will be shared with the student and his/her parent(s)/guardian(s) (e.g. community-based professional counseling services).~~
- ~~(d) — A strong recommendation for student to have a chemical health assessment will be voiced.~~

~~(c) — In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home-based or alternative educational services.~~

~~(3) — Third Violation:~~

~~(a) — The student will be suspended for up to ten (10) school days pending further investigation.~~

~~(b) — A parent/guardian conference is required prior to readmission.~~

~~(c) — At the re-entry conference, chemical health assessment resources will be shared with the student and his/her parent(s)/guardian(s).~~

~~(d) — The district will advocate for a chemical health assessment for the student.~~

~~(e) — In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home-based or alternative educational services.~~

~~J. — Procedures for Immediate and Appropriate Interventions Tied to Violations of the Code of Student Conduct~~

~~1. — Use, Possession, Distribution of, or Intent to Distribute Tobacco or Tobacco Paraphernalia~~

~~The use, possession, distribution of, or intent to distribute tobacco in any form or tobacco paraphernalia by students in school buildings and on school property is a violation of School Board Policy. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all~~

~~off-campus events sponsored by the school district. For students under 18, it is also a violation of Minnesota Public School Law (MSA 609.685).~~

- ~~a. Individual building discipline committees are authorized to institute those corrective measures that they consider are most effective in view of the age and background of the violator.~~
- ~~b. Suspension is authorized in accordance with The Pupil Fair Dismissal Act. Parents/guardians are to be notified no later than the following school day of a violation except when a principal shall determine an exception is justified.~~

~~2. Use of Mood-Altering Chemicals by Participants in Minnesota State High School League Sponsored Activities~~

~~The MSHSL Bylaw 205 applies continuously from the first signing of the Student Eligibility Statement. The WBLAS District reserves the right to apply increased sanctions over those stated by the MSHSL. It is not a violation for a student to be in possession of a controlled substance specifically prescribed for the student's own use by her/his doctor. Twelve (12) months of the year, a student shall not at any time, regardless of the quantity: (1) use or consume, have in possession a beverage containing alcohol; (2) use or consume, have in possession tobacco; or, (3) use or consume, have in possession, buy, sell, or give away any other controlled substance or drug paraphernalia.~~

~~a. First Violation~~

- ~~(1) After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks of a season in which the student is a participant, whichever is greater.~~
- ~~(2) No exception is permitted for a student who becomes a participant in a treatment program.~~

~~b. Second Violation~~

- ~~(1) After confirmation of the second violation, the student shall lose eligibility for the next six (6) consecutive interscholastic contests in which the student is a participant or six (6) weeks, whichever is greater.~~
- ~~(2) No exception is permitted for a student who becomes a participant in a treatment program.~~

~~c. Third and Subsequent Violations~~

~~(1) — After confirmation of the second violation, the student shall lose eligibility for the next twelve (12) consecutive interscholastic contests in which the student is a participant or six (6) weeks, whichever is greater.~~

~~(2) — If after the third or subsequent violations, the student has been assessed to be chemically dependent and the student on her/his own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.~~

~~d. — Progressive and Consecutive Penalties: Penalties shall be progressive and consecutive beginning with the student's first participation in a League activity and continuing through the student's high school career.~~

~~e. — Denial Disqualification: A student shall be disqualified from all interscholastic activities for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate, and then is subsequently found guilty of the violation.~~

~~K. — Any Procedures Determined Appropriate for Encouraging Early Involvement of Parents or Guardians in Attempts to Improve a Student's Behavior~~

~~1. — School staff will contact parents/guardians to make them aware of on-going concern(s) with their students. Staff will relay the school or classroom expectation and possible outcomes if the behavior continues. Parents/guardians will be encouraged to discuss situation with their child and work with school personnel to address behavior proactively. A meeting with parents/guardians and school personnel to review the area of concern may occur.~~

~~2. — On-going, inappropriate behavior will be documented on the building referral form. Behavior and consequence will be described and parent(s)/guardian(s) will be contacted by school personnel.~~

~~L. — Any Procedures Determined Appropriate for Encouraging Early Detection of Behavioral Problems~~

~~1. — During the enrollment process, schools will gather as much information from parents/guardian(s) as possible to determine any pre-existing academic, behavioral, or attendance concerns.~~

- ~~2. School administrators will ensure the building is adequately supervised and that a system is in place for reporting behavior concerns, regardless of the time and day.~~
- ~~3. School administration will have a plan for reviewing attendance records on a regular basis and then act on attendance concerns in accordance with the appropriate county truancy program.~~
- ~~4. Schools should have a formal structure for teachers to discuss student behavior concerns that is clearly communicated and followed up by administration.~~
- ~~5. Schools must have a team including administration, counselors, the school nurse, and other staff as available to review student academic, attendance, behavior, and social/emotional concerns.~~
- ~~6. Schools may have staff assigned to intervene and support students early on as behavior concerns are surfacing.~~
- ~~7. Schools will work with district office chemical health support staff to assess student behavior and determine whether or not chemical issues are present.~~
- ~~8. Passive Breath Alcohol Sensor Devices may be used to screen student's/student guests for evidence of alcohol consumption at school sponsored events.~~
- ~~9. Administration, with reasonable suspicion of student use of alcohol during the school day may use the Passive Breath Alcohol Sensor Device to determine alcohol consumption.~~
- ~~10. Schools will work with district office personnel to engage and support students from all cultural backgrounds.~~
- ~~11. In conjunction with the Special Education process, schools will have regularly scheduled meetings to consider whether students with academic, behavioral, or social-emotional concerns might need to be assessed for special education services.~~
- ~~12. A formal structure should be created to share information as student's transition between schools and grades to assist in continuous support and intervention.~~
- ~~13. Schools will communicate with parents/guardians about academic progress and encourage parents/guardians to assist in identifying concerns.~~

IX. DISMISSAL

- A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include removal from class.
- ~~1.~~ The school district shall not deny due process of equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.
- ~~2.~~ The school district shall not dismiss any student without attempting to provide alternative educational services before dismissal proceedings, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.
- B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion and/or exclusion. A student may be dismissed on **any** of the following grounds:
1. Willful violation of any reasonable School Board regulation, including those found in this policy;
 2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
 3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.
- C. Suspension Procedures
1. "Suspension" means an action taken by the school administration prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent or designee with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less, except as may be provided in federal law for a student with a disability.
 2. If a student's total days of removal from school exceeds ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent(s)/guardian(s) before subsequently removing the student from school and, with the permission of the parent(s)/guardian(s), arrange for a mental health screening for the student at the parent(s)/guardian(s) expense. The purpose of this meeting is to attempt to determine the student's need for assessment or other services or whether the parent(s)/guardian(s) should have the student assessed or diagnosed to

determine whether the student needs treatment for a mental health disorder.

3. Each suspension action shall include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent/guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent/guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.
4. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine ~~the~~ **that** extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress towards meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days **after the sixth (6th) consecutive day of suspension** or the tenth (10th) cumulative day of suspension has elapsed. ~~School officials may unilaterally place a student with disabilities in an appropriate interim alternative educational setting for up to 45 days if the student brings a weapon to school or a school function; or knowingly possesses, uses, or sells illegal drugs or controlled substances at school or a school function; or inflicts substantial bodily harm.~~
5. The school administration shall implement alternative educational services when the suspension exceeds five (5) days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minn**esota** Stat**utes section** § 123A.05 selected to allow the

student to progress toward meeting graduation standards under Minnesota Statutes section § 120B.02, although in a different setting.

6. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.
7. ~~The school district recognizes that exclusionary practices impact student's achievement and learning. Therefore, After school administration notifies a student of the grounds for suspension, school administration may provide alternative options when possible. a suspension has been assigned and upon further consideration, school administrators may choose to reduce the length of the suspension or assign alternative consequences.~~
8. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of ~~The~~ the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes sections §§121A.40 through - 121A.56, shall be personally served upon the student at or before the time of suspension is to take effect, and upon the student's parent(s)/guardian(s) by mail within forty-eight (48) hours of the conference.
9. The school administration shall make reasonable efforts to notify the student's parent(s)/guardian(s) of the suspension by telephone as soon as possible following suspension.
10. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent(s)/guardian(s) within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.
11. Notwithstanding the foregoing provisions, the student may be suspended pending the School Board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) days.

D. Expulsion and Exclusion Procedures

1. "Expulsion" means a School Board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the School Board.
2. "Exclusion" means an action taken by the School Board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the School Board.
3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of ~~The~~ the Minnesota Pupil Fair Dismissal Act, Minn~~esota~~esota; Stat~~utes~~utes sections §§121A.40 ~~through~~ -121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent~~(s)~~/guardian~~(s)~~.
5. The student and parent~~(s)~~/guardian~~(s)~~ shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and ~~his or her~~ their parent~~(s)~~/guardian~~(s)~~ personally or by mail, and shall contain: a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of the hearing; be accompanied by a copy of ~~The~~ the Minnesota Pupil Fair Dismissal Act, Minn~~esota~~esota; Stat~~utes~~utes sections §§121A.40 ~~through~~ -121A.56; describe alternative educational services accorded the student in an attempt to avoid the expulsion proceedings; and informing the student and parent~~(s)~~/guardian~~(s)~~ of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district shall advise the student's parent~~(s)~~/guardian~~(s)~~ that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department Education (MDE).
6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent~~(s)~~/guardian~~(s)~~.
7. All hearings shall be held at a time and place reasonably convenient to the student; ~~and the P~~parent~~(s)~~/guardian~~(s)~~ and shall be closed, unless the student; ~~or the~~ parent~~(s)~~/guardian~~(s)~~ requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The

school district shall advise the student's parent(s)/guardian(s) that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The School Board may appoint an attorney to represent the school district in any proceedings.

10. If the student designates a representative other than the parent(s)/guardian(s), the representative must have a written authorization from the student and the parent(s)-or-guardian(s) providing them with access to and/or copies of the student's records.
11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent(s)/guardian(s), or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent(s)/guardian(s), or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.
14. The student, parent(s)/guardian(s), or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which will be made to the school district and served upon the parties within two (2) days after closing of the hearing.
17. The School Board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The School Board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the School Board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to

advise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.

18. A party to an expulsion or exclusion decision made by the School Board may appeal the decision to the Commissioner within twenty-one (21) calendar days of School Board action pursuant to Minnesota Statutes section § 121A.49. The decision of the School Board shall be implemented during the appeal to the Commissioner.
19. The school district shall report any suspension, expulsion, or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.
21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her their parent(s)/guardian(s) by mail of the student's right to attend and to be reinstated in the school district.

~~E. — Students with a Disability; Special Considerations for Expulsion and/or Alternative Placement~~

~~Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or Section 504 plan specifies a necessary modification.~~

~~Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP or Section 504 team and the child's parent(s)/guardian(s) shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's conduct was a direct result of a failure to implement the child's IEP or Section 504 plan. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline — up to and including expulsion — as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the~~

~~school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement.~~

~~Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.~~

~~When a student who has an IEP or Section 504 plan is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.~~

X. ADMISSION OR READMISSION PLAN

A school administrator ~~shall~~ **will** prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan ~~may~~ **will include preventative strategies and skill building.** ~~include measures to improve the student's behavior, including completing a character education program consistent with Minn. Stat. § 120B.232, Subd. 1,~~ **The school board recognizes that parent/guardian involvement is important for student success. School administrators are expected to involve the parent/guardian in the admission and readmission process. School administrators will review the Code of Student Conduct and potential response to future actions.** ~~and require parent/guardian involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior.~~ The readmission plan must not obligate parent(s)/guardian(s) to provide ~~a sympathomimetic~~ **mental health or related** medication for their child as a condition of readmission.

XI. NOTIFICATION OF POLICY VIOLATIONS

Notification of any violation of this policy and resulting disciplinary action shall be as provided herein, or as otherwise provided by The Pupil Fair Dismissal Act, or other applicable law. The teacher, building administrator, or other school district officials may provide additional notification as deemed appropriate.

In addition, the school district must report, through the MDE electronic reporting system, each physical assault of a school district employee by a student within thirty (30) days of the assault. This report must include a statement of the alternative educational services or other sanction, intervention, or resolution given to the student in response to the assault and the reason for, the effective date, and the duration of the exclusion or expulsion or other sanction, intervention, or resolution. The report must also include the student's age, grade, gender, race, and special education status.

XII. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state

law, including the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13.

XIII. STUDENTS WITH DISABILITIES

Students who are currently identified as eligible under the IDEA or Section 504 will be subject to the provisions of this policy, unless the student's IEP or 504 plan specifies a necessary modification.

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the student's IEP team and the student's parent/guardian shall, consistent with federal law, conduct a manifestation determination and determine whether the student's behavior were (i) caused by or had a direct and substantial relationship to the student's disability and (ii) whether the student's conduct was a direct result of a failure to implement the student's IEP. If the student's educational program is appropriate and the behavior were not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement. Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP is excluded or expelled for behavior that are not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

XIV. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minnesota Statutes section 124D.03) or Enrollment in Nonresident District (Minnesota Statutes section 124D.08) at the end of the school year if the student meets the definition of a habitual truant, the student has been provided appropriate services for truancy (Minnesota Statutes Chapter 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Option Program if the student is absent without lawful excuse for one or more periods of fifteen (15) school days and has not lawfully withdrawn from school.

XV. DISTRIBUTION OF POLICY

The school district will notify students and parent(s)/guardian(s) of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline

policy shall be made available to all students and parent(s)/guardian(s) at the commencement of each school year and to all new students and parent(s)/guardian(s) upon enrollment. This policy will also be available upon request in each building administrator's office.

XVI. REVIEW OF POLICY

The building administrator and representatives of parent(s)/guardian(s), students and staff in each school building shall confer at least annually to review this discipline policy, determine if the policy is working as intended, and to assess whether the discipline policy has been enforced. Any recommended changes will be submitted to the superintendent for consideration by the School Board, which shall conduct an annual review of this policy.

Legal Reference: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Pre-Assessment Teams)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§ 121A.40 ~~to~~ 121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § ~~§~~ 121A.60 ~~to~~ (Definitions)
Minn. Stat. § 121A.61 (Discipline and Removal of Students From Class)
Minn. Stat. § 122A.42 (General Control of Schools)
Minn. Stat. § 123A.05 (State-Approved Alternative Program Area ~~Learning Center~~ Organization)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (School Boards' Approval to Enroll in Nonresident District; Exceptions ~~Enrollment in Nonresident District~~)
Minn. Stat. Ch. 125A (Special Education and Special Programs ~~Student With Disabilities~~)
Minn. Stat. § 152.22, Subd. 6 (Definitions)
Minn. Stat. § 152.23 (Limitations)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. Ch. 260C (Juvenile Safety and Placement ~~Court Act~~)
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education ~~Improvement Act of 2004~~)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

Cross Reference: WBLASB Policy 413 (Harassment and Violence)
WBLASB MSBA/MASA Model Policy 419 (Tobacco-Free Environment: Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instructions)
WBLASB Policy 501 (School Weapons Policy)

WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
WBLASB Policy 503 (Student Attendance)
WBLASB Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
WBLASB Policy 514 (Bullying ~~Prohibition~~ Prevention Policy)
WBLASB Policy 524 (~~Internet Acceptable Use and Safety~~ Electronic Technologies Acceptable Use Policy)
WBLASB Policy 525 (Violence Prevention)
WBLASB Policy 526 (Hazing Prohibition)
WBLASB Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)
WBLASB Policy 610 (Student Field Trips, Fees and Fines)
WBLASB Policy 709 (Student Transportation Safety Policy)
WBLASB Policy 711 (Video Recording on School Buses)
WBLASB Policy 712 (Video Surveillance Other Than on Buses)

Language from the St. Cloud Area Schools Discipline Policy was replicated in drafting this purpose statement.