

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
MEETING PACKET**

June 12, 2023

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: June 7, 2023

A meeting of the White Bear Lake Area School Board will be held on **Monday, June 12, 2023** 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) Acceptance of Gifts
 - d) Approve Field Trips
 - e) Human Resources Items

B. PUBLIC FORUM

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

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

Only those individuals who have been recognized by the School Board Chair will be allowed to speak during the public comment period.

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

C. INFORMATION ITEMS

1. Student Recognition
2. Superintendent's Report

D. DISCUSSION ITEMS

1. Radon Testing Results
2. First Reading of School Board Policies:
 - a. 204, School Board Meeting Minutes
 - b. 205, Open Meetings and Closed Meetings
 - c. 206, Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations
 - d. 207, Public Hearings
 - e. 208, Development, Adoption, and Implementation of Policies
 - f. 209, Code of Ethics
 - g. 525, Violence PreventionThe policies listed above will be on the July 10, 2023 agenda or subsequent agenda for a second reading.

E. OPERATIONAL ITEMS

1. Action on the Nutrition Services Milk Products Contract for SY 2023-24
2. Action on Best Value Bid Award for High School Fine Arts, Theater and Union Additions Audio/Visual Package

3. Action on FY 2022-23 Revised Nutrition Services Budget and FY 2023-24 Preliminary Budget
4. Action on Workers Compensation Agreement for 2023-24
5. Action on Property and Liability Insurance for 2023-24
6. Action on Dissolution of Summer Academy Joint Powers Agreement
7. Action on School Board Policies:
 - a. 535, Service Animals on School Property
 - b. 604, Instructional Curriculum
 - c. 608, Instructional Services - Special Education
 - d. 624, Online Learning Options
 - e. 701.1, Modification of School District Budget
 - f. 709, Student Transportation Safety Policy

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **June 12, 2023**
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) Acceptance of Gifts
- d) Field Trip Request(s)
- e) Human Resources Items

RECOMMENDED ACTION:

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

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **June 12, 2023**
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, May 8, 2023** at 5:30 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN. This meeting was open to the public and a recording is posted on the website.

AGENDA

A. PROCEDURAL ITEMS

1. Chair Ellison called the meeting to order at 5:30 p.m.
2. Roll Call - Present: Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Absent: none.
Ex-Officio: Dr. Wayne Kazmierczak.
3. Pledge of Allegiance.
4. Beloyed moved and Streiff Oji seconded to approve the agenda as presented.
Voice vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays, none. Motion carried.
5. Daniels moved and Newmaster seconded to approve the consent agenda consisting of:
 - a) Minutes for regular Board meeting on April 10, 2023, and April 24, 2023;
 - 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
FRANCISCA BELMARES – NS Assistant - Sunrise Park Middle School
Employed by District 624 since 03/14/2023
Effective Date: 04/10/2023
FELICIA FRANKE – OST Assistant Leader - Vadnais Heights Elementary
Employed by District 624 since 01/25/2023
Effective Date: 04/20/2023
MONICA HEDTKE – NS Assistant - Central Middle School
Employed by District 624 since 10/31/2022
Effective Date: 06/08/2023
TERESA REINHOLDT – Para Educator - WBLAHS - North Campus
Employed by District 624 since 03/31/2003
Effective Date: 06/29/2023
 - RESIGNATION/TERMINATION/NON-RENEWAL – CERTIFIED STAFF
LYNN ALBEE – Intervention & Music Teacher - Birch Lake Elementary
Employed by District 624 since 08/23/2021
Effective Date: 06/12/2023
EMILY ANDERSON – Language Arts Teacher - Central Middle School
Employed by District 624 since 08/24/2020
Effective Date: 06/12/2023
LILY ANDERSON – 2nd Grade Teacher - Oneka Elementary

Employed by District 624 since 08/29/2022
Effective Date: 06/12/2023
VICTORIA BEYER – Kindergarten Teacher - Willow Lane Elementary
Employed by District 624 since 08/30/2021
Effective Date: 06/12/2023
KELLY BUSTOS – FACS Teacher - Sunrise Park Middle School
Employed by District 624 since 08/29/2022
Effective Date: 06/12/2023
KATHRYN CAIN – Speech Language Teacher - Lincoln & Willow Lane Elementary
Employed by District 624 since 08/19/2019
Effective Date: 06/12/2023
STEPHANIE DAVIDS – 1st Grade Teacher - Lincoln Elementary
Employed by District 624 since 08/29/2022
Effective Date: 06/12/2023
DANIELLE DEWITT – Physical Education Teacher - Willow Lane Elementary
Employed by District 624 since 08/23/2021
Effective Date: 06/12/2023
BRITE FRETWELL – German Teacher - WBLAHS - South Campus
Employed by District 624 since 08/29/2021
Effective Date: 06/12/2023
SHAINA FAUTSCH – Kindergarten Teacher - Willow Lane Elementary
Employed by District 624 since 08/29/2022
Effective Date: 06/12/2023
KRISTEN FOURNIER – Music Teacher - Vadnais Heights Elementary
Employed by District 624 since 08/30/2021
Effective Date: 06/12/2023
VICTORIA GREENE – Preschool Teacher - Lakeaires Elementary
Employed by District 624 since 08/23/2021
Effective Date: 06/02/2023
SOPHIE GUSTAFSON – 1st Grade Teacher - Birch Lake Elementary
Employed by District 624 since 08/29/2022
Effective Date: 06/12/2023
BETHANY HIBBARD – 5th Grade Teacher - Otter Lake Elementary
Employed by District 624 since 08/30/2021
Effective Date: 06/12/2023
WILBER JOHNSON – Music Teacher - Central Middle School
Employed by District 624 since 01/03/2023
Effective Date: 06/12/2023
JASON KEHRER – Art Teacher - WBLAHS - North Campus
Employed by District 624 since 08/29/2022
Effective Date: 06/12/2023
KRISTINA KUEHN – Music Teacher - Central Middle School
Employed by District 624 since 08/24/2011
Effective Date: 06/12/2023
CHRISTINE LA PEAN – Kindergarten Teacher - Birch Lake Elementary
Employed by District 624 since 08/29/2022
Effective Date: 06/12/2023
CHELSEA LLOYD – Music Teacher - Sunrise Park Middle School

Employed by District 624 since 09/28/2022

Effective Date: 06/12/2023

ALYSSA LUNDENS – 4th Grade Teacher - Oneka Elementary

Employed by District 624 since 08/23/2021

Effective Date: 06/12/2023

ELIZABETH MCBRIDE – Special Education Teacher - North Star Elementary

Employed by District 624 since 08/29/2022

Effective Date: 06/12/2023

ALYSSA MORRISON – Social Studies Teacher - Central Middle School

Employed by District 624 since 08/31/2020

Effective Date: 06/12/2023

ELIZABETH PEINE – Kindergarten Teacher - North Star Elementary

Employed by District 624 since 08/30/2021

Effective Date: 06/12/2023

ZACHARY ROBERTS – Language Arts Teacher - WBLAHS - North Campus

Employed by District 624 since 08/29/2022

Effective Date: 06/12/2023

MICHAEL SANISLO – Science Teacher - WBLAHS - South Campus

Employed by District 624 since 08/29/2022

Effective Date: 06/12/2023

TERAH SISTAD – Science Teacher - Sunrise Park Middle School

Employed by District 624 since 01/04/2023

Effective Date: 06/12/2023

ANGELA SCHUEBEL – Music Teacher - Lincoln Elementary

Employed by District 624 since 08/22/2016

Effective Date: 06/12/2023

TYRIE WILLIAMS – Music Teacher - Matoska Elementary

Employed by District 624 since 08/24/2020

Effective Date: 06/12/2023

➤ RETIREMENT – CLASSIFIED STAFF

JAMES BERNIER – Custodian - Otter Lake Elementary

Employed by District 624 since 08/27/2014

Effective Date: 06/09/2023

PATRICIA EGEMO – Instructional Assistant - Normandy Park

Employed by District 624 since 02/05/2018

Effective Date: 06/09/2023

WANDA PHETTEPLACE – OST Activity Leader - Otter Lake Elementary

Employed by District 624 since 07/01/2008

Effective Date: 06/09/2023

➤ RETIREMENT – CERTIFIED STAFF

MARY MILES – Physical Therapist - Normandy Park

Employed by District 624 since 08/26/2004

Effective Date: 06/12/2023

MICHELE SEIFERT – Occupational Therapist - Normandy Park

Employed by District 624 since 08/20/2014

Effective Date: 06/12/2023

KAREN VOSS – Psychologist - Oneka Elementary

Employed by District 624 since 08/26/1993

- Effective Date: 06/12/2023
- **EXTRA ASSIGNMENT – CERTIFIED STAFF**
SARAH BRUEMMER – .2 FTE Math Teacher - WBLAHS - North Campus
MA + 60, Step 13, \$3,785.06
Effective Date: 04/19/2023 through 06/12/2023
JOANNA TRUDGEON – .2 FTE Math Teacher - WBLAHS - North Campus
MA + 60, Step 13, \$3,785.06
Effective Date: 04/19/2023 through 06/12/2023
AMANDA VERNON – .2 FTE Math Teacher - WBLAHS - North Campus
MA + 60, Step 13, \$3,785.06
Effective Date: 04/19/2023 through 06/12/2023
ALYSSA WEBER – .2 FTE Math Teacher - WBLAHS - North Campus
BA + 15, Step 8, \$2,308.79
Effective Date: 04/19/2023 through 06/12/2023
JACOB ZISLA – .2 FTE Math Teacher - WBLAHS - North Campus
MA + 60, Step 13, \$3,937.82
Effective Date: 04/19/2023 through 06/12/2023
 - **CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**
LYNETTE ANDERSON - Bus Driver - Bus Garage
Increase in hours, From 5 hours to 6.4 hours per day
Effective Date: 04/25/2023
 - **TEMPORARY CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**
MARIBETH SPREEMAN – From NS Assistant - Sunrise Park Middle School
To NS Assistant Manager - Sunrise Park Middle School
3.5 hrs per week changed to 5.75 hrs per week
Effective Date: 4/25/2023 through 06/09/2023
 - **PART TIME LEAVE OF ABSENCE – CERTIFIED STAFF**
VANESSA HOUSE – School Nurse- Sunrise Park Middle School & Willow Lane
Elementary
Position 1.0 FTE (Leave .2 FTE)
Effective Date: 05/01/2023 through 06/13/2023
TAMARA LEMIEUX – ECFE Teacher - Normandy Park
Position .8 FTE (Leave .3 FTE)
Effective Date: 2023-2024 School Year
 - **FULL TIME LEAVE OF ABSENCE – CERTIFIED STAFF**
LEIGH ANDERSON – Instructional Coach - Willow Lane Elementary
Employed by District 624 since 08/27/2009
Effective Date: 03/27/2023 through 05/26/2023
MEGAN CHURCH – Kindergarten Teacher - Willow Lane Elementary
Employed by District 624 since 04/02/2013
Effective Date: 05/01/2023 through 06/12/2023
SAMANTHA JAMES – Science Teacher - Sunrise Park Middle School
Employed by District 624 since 08/19/2019
Effective Date: 04/17/2023 through 06/12/2023
STEVEN KEMPENICH – Kindergarten Teacher - Willow Lane Elementary
Employed by District 624 since 08/23/1999
Effective Date: 03/21/2023 through 06/12/2023

- ALLISON MCCANN – Language Arts Teacher - WBLAHS - North Campus
Employed by District 624 since 08/20/2014
Effective Date: 02/06/2023 through 06/09/2023
- KIMBERLY WAKEFIELD – Speech Language - Lincoln & Matoska Elementary
Employed by District 624 since 08/29/2022
Effective Date: 05/03/2023 through 06/12/2023
- **NEW PERSONNEL - CLASSIFIED STAFF**
- JESSICA BENNETT – NS Assistant - Central Middle School
\$17.50 per hr., 18.75 hrs. per wk.
Effective Date: 05/08/2023
- KAREN HANSCOM – NS Assistant - Central Middle School
\$17.50 per hr., 22.5 hrs. per wk.
Effective Date: 04/25/2023
- LAKISHA LIPSCOMB – Health Assistant - Otter Lake Elementary
\$20.51 per hr., 37.5 hrs. per wk.
Effective Date: 05/01/2023
- REINEE MITSCH – OST Program Assistant - Oneka Elementary
\$18.50 per hr., 17.49 hrs. per wk.
Effective Date: 05/08/2023
- TAYLER PLANTE – Administrative Assistant - Registrar/Records - WBLAHS - North Campus
\$20.51 per hr., 40 hrs. per wk.
Effective Date: 05/01/2023
- THERESA RANCH – NS Assistant - Sunrise Park Middle School
\$17.50 per hr., 17.5 hrs. per wk.
Effective Date: 05/08/2023
- MARIO SCHULLIAN – Custodian - WBLAHS - North & Central Middle School
\$20.20 per hr., 40 hrs. per wk.
Effective Date: 05/16/2023
- MIKAYLA STOWE – OST Program Assistant - Vadnais Heights Elementary
\$18.50 per hr., 15.99 hrs. per wk.
Effective Date: 05/15/2023
- **NEW PERSONNEL – PROFESSIONAL**
- AYAN IBRAHIM – Assistant Director of Educational Equity & Achievement - District Center
40 hrs. per wk. \$123,000 annually (prorated \$10,407.69)
Effective Date: 06/01/2023
- **NEW PERSONNEL – NON-AFFILIATED STAFF**
- PAIGE GREGOIRE – Out of School Time Activity Leader - Lincoln Elementary
\$21.75 per hr., 40 hrs. per wk.
Effective Date: 05/08/2023
- BAYLEE HAMILTON – Out of School Time Activity Leader - Otter Lake Elementary
\$20.75 per hr., 40 hrs. per wk.
Effective Date: 05/08/2023
- ALICIA LANDA – Educational Equity Specialist - Birch Lake, Matoska, Vadnais Heights Elementary
40 hrs. per wk. \$62,526.62 annually (prorated \$10,261.99)
Effective Date: 05/08/2023

STACY MILES – Out of School Time Activity Leader - North Star Elementary
\$22.75 per hr., 40 hrs. per wk.
Effective Date: 05/08/2023

➤ **NEW PERSONNEL – CERTIFIED STAFF**

JANET CARLSON-CASA DE CALVO – Physical Therapist - District Wide
0.6 FTE MA+15 Step 13
Effective Date: 08/28/2023

➤ **TEMPORARY – CERTIFIED STAFF**

JANET CARLSON-CASA DE CALVO – Physical Therapist - District Wide
0.2 FTE MA+15 Step 13
Effective Date: 08/28/2023

➤ **LONG TERM SUBSTITUTE - CERTIFIED STAFF**

EMILY HONL – Kindergarten Teacher - Willow Lane Elementary
1.0 FTE BA, Step 5, \$8,335.60

Effective Date: 05/01/2023 through 06/12/2023

LINDSAY LANG – Science Teacher - Sunrise Park Middle School

1.0 FTE BA, Step 1, \$10,210.94

Effective Date: 04/17/2023 through 06/12/2023

RICHARD SAMUELSON – Social Studies Teacher - Sunrise Park Middle School

1.0 FTE MA + 45, Step 6, \$9,007.14

Effective Date: 05/05/2023 through 06/12/2023

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

B. PUBLIC FORUM

C. INFORMATION ITEMS

1. Student Recognition - Students were recognized and congratulated by Dr. Kazmierczak for earning state and national recognition in History Day, and Archery, and state recognition in Boys' Basketball.
2. Recognition of Student Liaisons to the School Board - Dr. Kazmierczak, Superintendent and Jessica Ellison, School Board Chair thanked Lauren Collier, Student Liaison to the School Board and Arianna Vann-Cook, Alternate Student Liaison to the School Board for their participation during the 2022-23 school year.
3. Superintendent's Report - Lauren Collier spoke about the countdown to graduation, AP testing, Prom, and upcoming boys and girls lacrosse games. Dr. Kazmierczak gave information about the 2022 graduation rate. He spoke about the Willow Lane Elementary "take-over" of Donatelli's restaurant. He recognized the State Nutrition Services Award winner, Natalie Sagdalen from WBLAHS - North Campus, and the Teacher of the Year winner, Mark Domschot from WBLAHS - North Campus. He finished with information about the WBLAHS production of Clue, the bus stop arm grant awarded to the transportation department, and end of the year student celebrations.

D. DISCUSSION ITEMS

1. Building Assets Reducing Risks (BARR) Update - Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning shared a video that BARR recently created around the program in WBLAS. Staff members and principals who

recently attended the National BARR conference were available to answer questions about the BARR program.

2. First Reading of School Board Policies: a) 535, Service Animals on School Property; b) 604, Instructional Curriculum; c) 608, Instructional Services - Special Education; d) 624, Online Learning Options; e) 701.1, Modification of School District Budget; and f) 709, Student Transportation Safety Policy. The policies listed above will be on the June 12, 2023 agenda or subsequent agenda for a second reading.

E. OPERATIONAL ITEMS

1. Streiff Oji moved and Daniels seconded to approve the action on Bids for Bald Eagle Avenue Road Improvements in the amount of \$419,000. **Roll call vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays. Motion carried.**
2. Daniels moved and Beloyed seconded to approve the action on Teachers on Call Agreement. **Voice vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays, none. Motion carried.**
3. Beloyed moved and Arcand seconded to approve the action on School Board Policies: a) 201, Legal Status of the School Board; b) 202, School Board Officers; c) 203, Operation of the School Board - Governing Rules; d) 203.2, Order of the Regular School Board Meeting; e) 203.5, School Board Meeting Agenda; f) 203.6, Consent Agenda; g) 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse; h) 415, Mandated Reporting of Maltreatment of Vulnerable Adults; and i) 605, Alternative Programs. **Voice vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays, none. Motion carried.**

F. BOARD FORUM

- G. ADJOURNMENT** - Arcand moved and Thompson seconded to adjourn the meeting at 6:20 p.m. **Voice vote: Ayes, Ellison, Newmaster, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. 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, May 22, 2023** 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: Newmaster, Thompson, Arcand, Beloyed, Daniels, Ellison.
Absent: Streiff Oji.

B. DISCUSSION ITEMS

1. Northeast Metro 916 Intermediate School District Program Update - Val Rae Boe, Superintendent and Dan Naidicz, Assistant Superintendent of Northeast Metro 916 Intermediate School District gave a presentation on the services and programs offered to our district.
2. Elementary Specialist Review Update - Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning; John Leininger, Matoska International Principal; Dan Schmidt, North Star Elementary Principal; and Laura Potter and Annie Goerdts from the Center for Applied Research and Educational Improvement (CAREI) at the University of Minnesota gave an update on the Elementary Specialist Review that was conducted earlier this school year.
3. Review of FY 2023-24 Preliminary Budget - An overview of the preliminary budget and variables used to develop the budget for fiscal year 2023-24 and projected budgets for fiscal years 2024-25 and 2025-26 were presented by Tim Wald, Assistant Superintendent for Finance and Operations, and Andi Johnson, Director of Finance, at tonight's work session for discussion. The preliminary budget will return to the board on June 12, 2023 for action.

C. ADJOURNMENT - Arcand moved and Newmaster seconded to adjourn the meeting at 7:11 p.m. ***Voice vote: Ayes, Newmaster, Thompson, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.***

Submitted by: Angela Thompson, clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **June 12, 2023**

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 - May 2023

		<u>5/15/2023</u>	<u>5/31/2023</u>
Direct Deposit	900675051 - 900676563	2,307,125.41	
Direct Deposit	900676564 - 900678075		2,591,704.71

Check Number	Vendor	Amount	Check Date	Check Type
130006	RAMSEY COUNTY PARKS/REC DEPT	(\$11,554.17)	5/16/2023	V
131846	ABLE FENCE INC	(\$320.00)	5/16/2023	V
131950	LAKESHORE LEARNING STORE	(\$57.48)	5/16/2023	V
132346	ADVANCED SYSTEMS INTEGRATION, LLC	(\$74,328.92)	5/16/2023	V
132366	CITY OF WHITE BEAR LAKE	(\$8,670.82)	5/16/2023	V
132472	DS ERICKSON & ASSOC PLLC	(\$285.52)	5/22/2023	V
132478	AMAZON CAPITAL SERVICES	\$0.00	5/2/2023	C
132479	AMAZON CAPITAL SERVICES	\$0.00	5/2/2023	C
132480	AMAZON CAPITAL SERVICES	\$0.00	5/2/2023	C
132481	AMAZON CAPITAL SERVICES	\$0.00	5/2/2023	C
132482	AMAZON CAPITAL SERVICES	\$0.00	5/2/2023	C
132483	AMAZON CAPITAL SERVICES	\$0.00	5/2/2023	C
132484	AMAZON CAPITAL SERVICES	\$0.00	5/2/2023	C
132485	AMAZON CAPITAL SERVICES	\$5,669.99	5/2/2023	R
132486	AMERICAN SCHOOL COUNSELOR ASSOCIATION	\$129.00	5/2/2023	R
132487	AUTONATION FORD WBL	\$56.03	5/2/2023	R
132488	BRUNNER, AARON PAUL	\$143.00	5/2/2023	R
132489	BSN SPORTS, LLC	\$146.26	5/2/2023	R
132490	CAMP ST CROIX	\$2,288.00	5/2/2023	R
132491	CAPTIVE MEDIA + CONSULTING	\$2,500.00	5/2/2023	R
132492	CDW GOVERNMENT INC	\$38,684.38	5/2/2023	R
132493	CEL PUBLIC RELATIONS, INC	\$2,000.00	5/2/2023	R
132494	CHERRYDALE FUNDRAISING	\$810.60	5/2/2023	R
132495	CINTAS CORP	\$0.00	5/2/2023	C
132496	CINTAS CORP	\$865.84	5/2/2023	R
132497	CONSTANTINE DANCE CLASSES	\$528.00	5/2/2023	R
132498	COON RAPIDS HIGH SCHOOL	\$250.00	5/2/2023	R
132499	CUB FOODS OF WHITE BEAR TWSHP	\$415.66	5/2/2023	R
132500	CULINEX	\$183.18	5/2/2023	R
132501	DILLON, ROBERT	\$2,842.00	5/2/2023	R
132502	DONATELLI'S	\$468.00	5/2/2023	R
132503	ECKROTH MUSIC	\$559.20	5/2/2023	R
132504	ELEMENT INDOOR GOLF	\$270.00	5/2/2023	R
132505	FIRST STUDENT INC	\$10,243.95	5/2/2023	R
132506	GEORGAKOPOULOS, TESS	\$55.00	5/2/2023	R
132507	GOPHER	\$751.08	5/2/2023	R
132508	GREATER WBL COMM FOUNDATION	\$1,000.00	5/2/2023	R
132509	HAPPY TEE'S	\$160.00	5/2/2023	R
132510	HOME DEPOT CREDIT SERVICES	\$360.26	5/2/2023	R
132511	INNOVATIVE OFFICE SOLUTIONS	\$433.15	5/2/2023	R
132512	INSTRUMENTALIST AWARDS	\$304.00	5/2/2023	R
132513	LEMKE, JAY M.	\$143.00	5/2/2023	R
132514	LORENZ RECOGNITION CO	\$564.00	5/2/2023	R
132515	MACKIN EDUCATIONAL RESOURCES	\$155.77	5/2/2023	R
132516	METRO MEALS ON WHEELS INC	\$164.25	5/2/2023	R

132517	MIDWEST BUS PARTS INC	\$52.44	5/2/2023 R
132518	MN SAFETY COUNCIL INC	\$713.00	5/2/2023 R
132519	MN ZOO	\$950.00	5/2/2023 R
132520	NAPA GENUINE AUTO PARTS	\$1,081.54	5/2/2023 R
132521	NORTH CENTRAL TRUCK EQUIPMENT	\$3,660.68	5/2/2023 R
132522	NORTH CENTRAL INTERNATIONAL, LLC	\$68.36	5/2/2023 R
132523	NOVAK, JANICE S.	\$40.00	5/2/2023 R
132524	O'REILLY AUTOMOTIVE INC	\$0.00	5/2/2023 C
132525	O'REILLY AUTOMOTIVE INC	\$203.43	5/2/2023 R
132526	ODP BUSINESS SOLUTIONS, LLC	\$107.35	5/2/2023 R
132527	PEDIATRIC HOME SERVICE	\$2,700.00	5/2/2023 R
132528	RIVERSIDE INSIGHTS	\$1,298.22	5/2/2023 R
132529	RSCHOOLSTODAY (DWC)	\$188.00	5/2/2023 R
132530	SCIENCE MUSEUM OF MINNESOTA	\$135.00	5/2/2023 R
132531	SKOW, KAREN L.	\$396.00	5/2/2023 R
132532	SMITLEY, SHARON L.	\$75.00	5/2/2023 R
132533	SOLIANT HEALTH, LLC	\$1,917.50	5/2/2023 R
132534	SOUTHWEST BINDING & LAMINATING	\$274.36	5/2/2023 R
132535	STAY TUNED PIANO SERVICES	\$220.00	5/2/2023 R
132536	STRATEGIC STAFFING SOLUTIONS	\$4,901.76	5/2/2023 R
132537	THE BAKER'S HORSE, LLC	\$750.00	5/2/2023 R
132538	TIMM, AMY L.	\$405.00	5/2/2023 R
132539	TOWN LIFE	\$1,215.00	5/2/2023 R
132540	TRI-STATE BOBCAT	\$3,902.68	5/2/2023 R
132541	TYLER TECHNOLOGIES INC	\$2,128.11	5/2/2023 R
132542	THE WORKS	\$756.00	5/2/2023 R
132543	MULTIPLE CONCEPTS INTERIORS	\$4,296.00	5/4/2023 R
132543	MULTIPLE CONCEPTS INTERIORS	(\$4,296.00)	5/4/2023 V
132544	NASSEFF MECHANICAL CONTRACTORS INC	\$834.36	5/4/2023 R
132544	NASSEFF MECHANICAL CONTRACTORS INC	(\$834.36)	5/4/2023 V
132545	NEO ELECTRICAL SOLUTIONS LLC	\$4,641.48	5/4/2023 R
132546	OLYMPIC COMMUNICATIONS INC	\$336.00	5/4/2023 R
132547	PINNACLE WALL SYSTEMS INC	\$21,248.00	5/4/2023 R
132548	PRIME CONSTRUCTION SOLUTIONS LLC	\$1,288.50	5/4/2023 R
132549	PRIME MECHANICAL INSULATION	\$1,095.00	5/4/2023 R
132550	SERVPRO OF MINNETONKA	\$73,272.33	5/4/2023 R
132551	SONUS INTERIORS INC	\$606.00	5/4/2023 R
132552	STEINBRECHER PAINTING COMPANY	\$4,241.03	5/4/2023 R
132553	TIM'S CONSTRUCTION GROUP LLC	\$6,305.00	5/4/2023 R
132554	TWIN CITY HARDWARE COMPANY INC	\$2,046.07	5/4/2023 R
132555	WILD CAT CLEANING SERVICES LLC	\$1,683.64	5/4/2023 R
132556	MULTIPLE CONCEPTS INTERIORS	\$4,296.00	5/4/2023 R
132557	NASSEFF MECHANICAL CONTRACTORS INC	\$834.36	5/4/2023 R
132558	DAHL, MELISA J.	\$200.00	5/5/2023 R
132559	AMAZON CAPITAL SERVICES	\$0.00	5/8/2023 C
132560	AMAZON CAPITAL SERVICES	\$387.00	5/8/2023 R
132561	AMERICAN FLAGPOLE & FLAG CO	\$271.99	5/8/2023 R

132562 AMERICAN MESSAGING SERVICES	\$14.38	5/8/2023 R
132563 ARAMARK UNIFORM SERVICES	\$168.41	5/8/2023 R
132564 ATC GROUP SERVICES LLC	\$12,993.49	5/8/2023 R
132565 BITUMINOUS ROADWAYS INC	\$32,139.83	5/8/2023 R
132566 BRAUN INTERTEC CORPORATION	\$27,354.25	5/8/2023 R
132567 CAPITAL ONE TRADE CREDIT	\$4,839.47	5/8/2023 R
132568 CAPITAL ONE TRADE CREDIT	\$288.68	5/8/2023 R
132569 CAPITAL ONE TRADE CREDIT	\$0.00	5/8/2023 C
132570 CAPITAL ONE TRADE CREDIT	\$0.00	5/8/2023 C
132571 CAPITAL ONE TRADE CREDIT	\$394.73	5/8/2023 R
132572 CARROT-TOP INDUSTRIES INC	\$94.05	5/8/2023 R
132573 CINTAS CORP	\$69.77	5/8/2023 R
132574 CITY OF HUGO	\$2,610.36	5/8/2023 R
132575 CITY OF WHITE BEAR LAKE	\$0.00	5/8/2023 C
132576 CITY OF WHITE BEAR LAKE	\$9,667.10	5/8/2023 R
132577 CL BENSON CO INC	\$1,423.10	5/8/2023 R
132578 CONNEY SAFETY PRODUCTS LLC	\$2,175.16	5/8/2023 R
132579 CONTINENTAL RESEARCH CORP	\$1,570.58	5/8/2023 R
132580 DALCO CORPORATION	\$0.00	5/8/2023 C
132581 DALCO CORPORATION	\$0.00	5/8/2023 C
132582 DALCO CORPORATION	\$0.00	5/8/2023 C
132583 DALCO CORPORATION	\$0.00	5/8/2023 C
132584 DALCO CORPORATION	\$0.00	5/8/2023 C
132585 DALCO CORPORATION	\$0.00	5/8/2023 C
132586 DALCO CORPORATION	\$0.00	5/8/2023 C
132587 DALCO CORPORATION	\$0.00	5/8/2023 C
132588 DALCO CORPORATION	\$37,706.29	5/8/2023 R
132589 DECKER EQUIP/SCHOOL FIX	\$247.06	5/8/2023 R
132590 DOOR SERVICE COMPANY	\$2,158.87	5/8/2023 R
132591 EAGLE BROOK CHURCH	\$9,886.98	5/8/2023 R
132592 GRAINGER	\$0.00	5/8/2023 C
132593 GRAINGER	\$1,205.39	5/8/2023 R
132594 HILLYARD INC MINNEAPOLIS	\$775.20	5/8/2023 R
132595 INNOVATIVE OFFICE SOLUTIONS	\$17,567.54	5/8/2023 R
132596 JR'S ADVANCED RECYCLERS	\$40.00	5/8/2023 R
132597 KULLY SUPPLY COMPANY	\$658.78	5/8/2023 R
132598 MIDWEST SAFETY COUNSELORS INC	\$260.95	5/8/2023 R
132599 MN POLLUTION CONTROL AGENCY	\$157.14	5/8/2023 R
132600 PETERSON BROS ROOFING & CONST	\$1,061.00	5/8/2023 R
132601 PRESS PUBLICATIONS	\$438.00	5/8/2023 R
132602 PRIME CONSTRUCTION SOLUTIONS LLC	\$1,984.96	5/8/2023 R
132603 PRO-TEC DESIGN INC	\$15,647.09	5/8/2023 R
132604 RAPTOR TECHNOLOGIES, LLC	\$19,899.50	5/8/2023 R
132605 SCHINDLER ELEVATOR CORP	\$2,221.59	5/8/2023 R
132606 STATE SUPPLY CO	\$366.88	5/8/2023 R
132607 STERICYCLE, INC.	\$585.09	5/8/2023 R
132608 SUMMIT FIRE PROTECTION	\$1,445.00	5/8/2023 R

132609 SYNCHRONY BANK	\$14.16	5/8/2023 R
132610 TK ELEVATOR CORPORATION	\$3,698.96	5/8/2023 R
132611 TOWN AND COUNTRY APPRAISAL NETWORK	\$575.00	5/8/2023 R
132612 TRANE US INC	\$77.09	5/8/2023 R
132613 TRIMARK MARLINN LLC	\$45,985.00	5/8/2023 R
132614 TWIN CITY JANITOR SUPPLY CO	\$220.00	5/8/2023 R
132615 TWIN CITY ACOUSTICS INC	\$32,061.46	5/8/2023 R
132616 UHL COMPANY INC	\$463.00	5/8/2023 R
132617 ULINE	\$130.82	5/8/2023 R
132618 VIKING ELECTRIC SUPPLY	\$0.00	5/8/2023 C
132619 VIKING ELECTRIC SUPPLY	\$929.28	5/8/2023 R
132620 WENZEL PLYMOUTH PLUMBING LLC	\$197,880.06	5/8/2023 R
132621 WOLD ARCHITECTS AND ENGINEERS	\$0.00	5/8/2023 C
132622 WOLD ARCHITECTS AND ENGINEERS	\$0.00	5/8/2023 C
132623 WOLD ARCHITECTS AND ENGINEERS	\$392,033.87	5/8/2023 R
132624 AGPARTS WORLDWIDE INC	\$79.80	5/9/2023 R
132625 ALLSTREAM	\$7,179.31	5/9/2023 R
132626 AMAZON CAPITAL SERVICES	\$0.00	5/9/2023 C
132627 AMAZON CAPITAL SERVICES	\$0.00	5/9/2023 C
132628 AMAZON CAPITAL SERVICES	\$0.00	5/9/2023 C
132629 AMAZON CAPITAL SERVICES	\$0.00	5/9/2023 C
132630 AMAZON CAPITAL SERVICES	\$0.00	5/9/2023 C
132631 AMAZON CAPITAL SERVICES	\$0.00	5/9/2023 C
132632 AMAZON CAPITAL SERVICES	\$5,511.83	5/9/2023 R
132633 AMERICAN CANCER SOCIETY	\$405.00	5/9/2023 R
132634 ANDERSON, ANTHONY J.	\$83.00	5/9/2023 R
132635 ARAFAT, HANAA R.	\$1,280.00	5/9/2023 R
132636 ASL INTERPRETING SERVICES INC	\$921.00	5/9/2023 R
132637 AUDIO LOGIC SYSTEMS	\$182.95	5/9/2023 R
132638 AUTONATION FORD WBL	\$16.17	5/9/2023 R
132639 BEST BUY BUSINESS ADVANTAGE ACCT	\$29.99	5/9/2023 R
132640 BLADE, JULIE M.	\$466.07	5/9/2023 R
132641 BOOSHIE INC	\$797.43	5/9/2023 R
132642 BOWMAN, DON	\$75.00	5/9/2023 R
132643 BROCKWAY, THOMAS G.	\$75.00	5/9/2023 R
132644 BSN SPORTS, LLC	\$5,905.10	5/9/2023 R
132645 CAMPBELL, BENTON	\$143.00	5/9/2023 R
132646 CAPOCASA, WILLIAM J.	\$75.00	5/9/2023 R
132647 CDW GOVERNMENT INC	\$1,713.30	5/9/2023 R
132648 CEL PUBLIC RELATIONS, INC	\$2,150.00	5/9/2023 R
132649 CENTER FOR RESPONSIVE SCHOOLS	\$2,577.00	5/9/2023 R
132650 CHEYNE, ROGER A.	\$75.00	5/9/2023 R
132651 CONSCIOUS DISCIPLINE	\$212.75	5/9/2023 R
132652 CONTINENTAL RESEARCH CORP	\$291.56	5/9/2023 R
132653 CORNERSTONE OCCUPATIONAL HEALTH SPECIALISTS	\$112.00	5/9/2023 R
132654 DEMCO INC	\$775.27	5/9/2023 R
132655 DI BETTA, ERIN	\$294.00	5/9/2023 R

132656 DISCOUNT SCHOOL SUPPLY	\$70.27	5/9/2023 R
132657 DOUGLAS, SANDRA L.	\$300.00	5/9/2023 R
132658 DEFINITIVE TECHNOLOGY SOLUTIONS	\$16,944.49	5/9/2023 R
132659 ECKROTH MUSIC	\$156.00	5/9/2023 R
132660 EDUCATORS THRIVING LLC	\$14,450.00	5/9/2023 R
132661 EDWARDS, NICK	\$143.00	5/9/2023 R
132662 EICHACKER, ERIC	\$83.00	5/9/2023 R
132663 EAST SUBURBAN SCHOOL COUNSELORS ASSOC	\$60.00	5/9/2023 R
132664 FEIGUM, DANIEL	\$83.00	5/9/2023 R
132665 FIDELITY SECURITY LIFE INSURANCE CO	\$5,693.83	5/9/2023 R
132666 FLINN SCIENTIFIC INC	\$2,421.65	5/9/2023 R
132667 FOLLETT CONTENT SOLUTIONS LLC	\$2,543.36	5/9/2023 R
132668 FROGGY HOPS LLC	\$1,109.98	5/9/2023 R
132669 FUN EXPRESS LLC	\$198.48	5/9/2023 R
132670 GOLD MEDAL MINNEAPOLIS ML55	\$139.70	5/9/2023 R
132671 GOPHER	\$402.05	5/9/2023 R
132672 HALO TRANSPORTATION	\$44,967.50	5/9/2023 R
132673 HANSON, GENO	\$75.00	5/9/2023 R
132674 HISDAHL INC	\$32.00	5/9/2023 R
132675 HUDSON HIGH SCHOOL	\$150.00	5/9/2023 R
132676 HUGO EQUIPMENT CO	\$364.45	5/9/2023 R
132677 INDIAN HILLS GOLF CLUB	\$1,504.42	5/9/2023 R
132678 INNOVATIVE OFFICE SOLUTIONS	\$171.03	5/9/2023 R
132679 ISD #622 NORTH HIGH SCHOOL	\$150.00	5/9/2023 R
132680 JW PEPPER & SON INC	\$122.99	5/9/2023 R
132681 KEYSTONE INTERPRETING SOLUTIONS	\$7,430.65	5/9/2023 R
132682 KIIHN, ROB	\$83.00	5/9/2023 R
132683 KILEN, KIP R.	\$143.00	5/9/2023 R
132684 KIM TONG TRANSLATION SERV INC	\$200.00	5/9/2023 R
132685 KOTILA, DWIGHT	\$83.00	5/9/2023 R
132686 LAKE AREA TRAVEL	\$7,840.67	5/9/2023 R
132687 LIBERTY OXYGEN AND HOME CARE, INC	\$550.50	5/9/2023 R
132688 LORENZ BUS SERVICE INC	\$9,598.00	5/9/2023 R
132689 MACGILLIS, JAMES	\$84.00	5/9/2023 R
132690 MACKIN EDUCATIONAL RESOURCES	\$9,190.11	5/9/2023 R
132691 MALLEY, DAVID	\$64.00	5/9/2023 R
132692 MARKETFEST	\$244.00	5/9/2023 R
132693 MARSO, MICHAEL	\$83.00	5/9/2023 R
132694 MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	\$3,440.00	5/9/2023 R
132695 MCMASTER-CARR	\$72.37	5/9/2023 R
132696 MCNERTNEY, HOWARD	\$332.00	5/9/2023 R
132697 MIDWEST BUS PARTS INC	\$71.36	5/9/2023 R
132698 MILLER, JEFFREY A.	\$143.00	5/9/2023 R
132699 MN STATE HIGH SCHOOL LEAGUE	\$60.00	5/9/2023 R
132700 MORAVEC, AMBER S.	\$81.31	5/9/2023 R
132701 MORCOMB, DEREK	\$75.00	5/9/2023 R
132702 MOTZ STUDIOS FOREST BATHING EXPERIENCES	\$245.00	5/9/2023 R

132703 NCS PEARSON INC	\$1,136.90	5/9/2023 R
132704 NORTH CENTRAL TRUCK EQUIPMENT	\$199.42	5/9/2023 R
132705 O'REILLY AUTOMOTIVE INC	\$143.51	5/9/2023 R
132706 ON SITE SANITATION INC	\$1,373.40	5/9/2023 R
132707 ORTIZ, KLEBER I.	\$6,400.00	5/9/2023 R
132708 PANERA LLC	\$176.70	5/9/2023 R
132709 PAR CODE SYMBOLOGY INC	\$376.00	5/9/2023 R
132710 PARK HIGH SCHOOL	\$150.00	5/9/2023 R
132711 PARTS TOWN, LLC	\$205.55	5/9/2023 R
132712 PAYDHEALTH	\$16,147.56	5/9/2023 R
132713 PECK, BARTON	\$75.00	5/9/2023 R
132714 PERRY, DWAIN	\$75.00	5/9/2023 R
132715 PITNEY BOWES PURCHASE POWER	\$0.60	5/9/2023 R
132716 PITNEY BOWES INC	\$63.90	5/9/2023 R
132717 PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	\$65.97	5/9/2023 R
132718 POST, JEREMY J.	\$225.00	5/9/2023 R
132719 PROFESSIONAL WIRELESS COMM	\$3,375.00	5/9/2023 R
132720 RADAR CONSULTING LLC	\$3,000.00	5/9/2023 R
132721 RAMSEY COUNTY RECORDER	\$92.00	5/9/2023 R
132722 RAPHEAL JANICE	\$25.00	5/9/2023 R
132723 RONALD MCDONALD HOUSE OF THE UPPER MIDWEST	\$458.58	5/9/2023 R
132724 ROSEVILLE AREA HIGH SCHOOL	\$150.00	5/9/2023 R
132725 SAVAGE, ALAN K. II	\$83.00	5/9/2023 R
132726 SCHOLASTIC BOOK CLUBS INC	\$941.52	5/9/2023 R
132727 SCHOOL HEALTH CORPORATION	\$0.00	5/9/2023 C
132728 SCHOOL HEALTH CORPORATION	\$2,469.48	5/9/2023 R
132729 SCOTT ELECTRIC	\$172.00	5/9/2023 R
132730 SDI INNOVATIONS	\$422.40	5/9/2023 R
132731 SEEVER, GRAY	\$160.00	5/9/2023 R
132732 SHAW, MICHAEL	\$83.00	5/9/2023 R
132733 SHORT ELLIOTT HENDRICKSON, INC	\$17,700.00	5/9/2023 R
132734 SIMMER, KATHLEEN C.	\$175.50	5/9/2023 R
132735 SKOW, KAREN L.	\$990.00	5/9/2023 R
132736 SOLIANT HEALTH, LLC	\$1,413.75	5/9/2023 R
132737 STANCHINA, SEAN	\$83.00	5/9/2023 R
132738 STANDARD INSURANCE COMPANY	\$39,859.67	5/9/2023 R
132739 STAPLES	\$0.00	5/9/2023 C
132740 STAPLES	\$1,327.93	5/9/2023 R
132741 STOCKEL, CRAIG	\$84.00	5/9/2023 R
132742 STRATEGIC STAFFING SOLUTIONS	\$8,130.24	5/9/2023 R
132743 TFH (USA) LTD	\$2,135.85	5/9/2023 R
132744 TIMM, MIKE	\$20.00	5/9/2023 R
132745 TRANSLANGUAGES, LLC	\$0.00	5/9/2023 C
132746 TRANSLANGUAGES, LLC	\$2,530.22	5/9/2023 R
132747 TURFWERKS INC	\$619.33	5/9/2023 R
132748 TWIN CITY TRANSPORTATION INC	\$56,588.61	5/9/2023 R
132749 TWOWAYRADIO.COM	\$38.60	5/9/2023 R

132750 UKPOKOLO, ANITA I.	\$170.00	5/9/2023 R
132751 UPS	\$1.37	5/9/2023 R
132752 VALLEYFAIR GROUP SALES	\$4,071.78	5/9/2023 R
132753 VERIZON WIRELESS	\$607.34	5/9/2023 R
132754 WHITE BEAR CENTER FOR THE ARTS	\$6,375.00	5/9/2023 R
132755 WHITE BEAR MAKERSPACE	\$380.00	5/9/2023 R
132756 WIGLEY, JOSHUA	\$83.00	5/9/2023 R
132757 WILD MOUNTAIN INC	\$250.00	5/9/2023 R
132758 WINNICK SUPPLY	\$412.61	5/9/2023 R
132759 WPS	\$106.70	5/9/2023 R
132760 ZAPPETILLO, DAVID	\$75.00	5/9/2023 R
132761 ZYCH, DANIEL C.	\$84.00	5/9/2023 R
132762 XCEL ENERGY	\$7,095.21	5/16/2023 R
132763 ADVANCED SYSTEMS INTEGRATION, LLC	\$74,328.92	5/16/2023 R
132764 GREATER TWIN CITIES UNITED WAY	\$54.80	5/17/2023 R
132765 IUOE LOCAL 70	\$1,931.25	5/17/2023 R
132766 RAUSCH, STURM, ISRAEL,	\$156.00	5/17/2023 R
132767 SCHOOL SERVICE EMPLOYEES	\$0.00	5/17/2023 C
132768 SCHOOL SERVICE EMPLOYEES	\$7,295.72	5/17/2023 R
132769 WBLA EDUCATIONAL FOUNDATION	\$687.00	5/17/2023 R
132770 GURSTEL CHARGO ATTORNEYS AT LAW	\$323.36	5/17/2023 R
132771 MESSERLI & KRAMER PA	\$509.23	5/17/2023 R
132772 MEYER NJUS TANICK, P.A.	\$344.86	5/17/2023 R
132773 RODENBURG LAW FIRM	\$162.04	5/17/2023 R
132774 SCHWEIGERT, KLEMIN & MCBRIDE, P.C.	\$184.82	5/17/2023 R
132775 AALLWAYS ASSOCIATES INC	\$303.20	5/23/2023 R
132776 ACCLAIM SERVICES INC	\$2,171.00	5/23/2023 R
132777 ACP DIRECT	\$853.86	5/23/2023 R
132778 ADVANTAGE EDUCATIONAL PROGRAMS	\$2,048.00	5/23/2023 R
132779 AI TECHNOLOGIES LLC	\$5,546.25	5/23/2023 R
132780 ALL STRINGS ATTACHED	\$557.00	5/23/2023 R
132781 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132782 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132783 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132784 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132785 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132786 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132787 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132788 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132789 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132790 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132791 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132792 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132793 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132794 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132795 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132796 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C

132797 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132798 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132799 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132800 AMAZON CAPITAL SERVICES	\$0.00	5/23/2023 C
132801 AMAZON CAPITAL SERVICES	\$16,972.80	5/23/2023 R
132802 AMERICAN SCHOOL FOR THE DEAF	\$2,150.00	5/23/2023 R
132803 ANDERSON, SARAH S.	\$68.82	5/23/2023 R
132804 APPLE INC.	\$838.00	5/23/2023 R
132805 ASCD	\$89.00	5/23/2023 R
132806 ASL INTERPRETING SERVICES INC	\$132.00	5/23/2023 R
132807 AUTONATION FORD WBL	\$19.50	5/23/2023 R
132808 AVID CENTER	\$1,800.00	5/23/2023 R
132809 BALZER, ANDREW	\$84.00	5/23/2023 R
132810 BELLA VIDA CATERING	\$1,145.87	5/23/2023 R
132811 BEST BUY BUSINESS ADVANTAGE ACCT	\$261.98	5/23/2023 R
132812 BEVSO	\$15,715.75	5/23/2023 R
132813 BIDDLE, JUDITH L.	\$75.00	5/23/2023 R
132814 BILAL, FARID I.	\$84.00	5/23/2023 R
132815 BLICK ART MATERIALS	\$6,398.45	5/23/2023 R
132816 BLUE CROSS / BLUE SHIELD OF MN	\$9,779.00	5/23/2023 R
132817 BOLDT, JAMES R.	\$125.00	5/23/2023 R
132818 BOLDT, MARY C.	\$50.00	5/23/2023 R
132819 BOOTH, KARLA J.	\$4,000.00	5/23/2023 R
132820 BOULLIANNE, MARIE E.	\$65.00	5/23/2023 R
132821 BRAND, AMY C.	\$162.62	5/23/2023 R
132822 BREAKDOWN SPORTS USA	\$900.00	5/23/2023 R
132823 BRENNER, LOIS	\$20.00	5/23/2023 R
132824 BSN SPORTS, LLC	\$0.00	5/23/2023 C
132825 BSN SPORTS, LLC	\$1,777.92	5/23/2023 R
132826 CAPITAL ONE TRADE CREDIT	\$131.13	5/23/2023 R
132827 CAPOCASA, WILLIAM J.	\$225.00	5/23/2023 R
132828 CHLAN, ETHAN	\$143.00	5/23/2023 R
132829 CINTAS CORP #470	\$34.29	5/23/2023 R
132830 CINTAS CORP	\$0.00	5/23/2023 C
132831 CINTAS CORP	\$0.00	5/23/2023 C
132832 CINTAS CORP	\$0.00	5/23/2023 C
132833 CINTAS CORP	\$0.00	5/23/2023 C
132834 CINTAS CORP	\$2,467.25	5/23/2023 R
132835 COMCAST	\$1,875.05	5/23/2023 R
132836 COMMERCIAL KITCHEN SERVICES	\$7,827.82	5/23/2023 R
132837 CORNERSTONE OCCUPATIONAL HEALTH SPECIALISTS	\$134.00	5/23/2023 R
132838 CUB FOODS OF WHITE BEAR TWSHP	\$608.12	5/23/2023 R
132839 CULINEX	\$49.91	5/23/2023 R
132840 DASH SPORTS LLC	\$568.80	5/23/2023 R
132841 DECKER, PEGGY	\$555.00	5/23/2023 R
132842 DETROIT LAKES HIGH SCHOOL	\$700.00	5/23/2023 R
132843 DEVORE, DREW	\$143.00	5/23/2023 R

132844 DONATELLI'S	\$585.96	5/23/2023 R
132845 DEFINITIVE TECHNOLOGY SOLUTIONS	\$268.00	5/23/2023 R
132846 DEFINITIVE TECHNOLOGY SOLUTIONS	\$638.00	5/23/2023 R
132847 ECKROTH MUSIC	\$2,265.06	5/23/2023 R
132848 FACE, TIMOTHY	\$83.00	5/23/2023 R
132849 FASTENAL COMPANY	\$54.64	5/23/2023 R
132850 FESTIVAL FOODS-KNOWLAN'S	\$820.81	5/23/2023 R
132851 FIRST STUDENT INC	\$320,114.92	5/23/2023 R
132852 FISCHER, THOMAS	\$225.00	5/23/2023 R
132853 THE FITNESS SHOPPE	\$1,848.00	5/23/2023 R
132854 FLEETPRIDE	\$19.33	5/23/2023 R
132855 FLINN SCIENTIFIC INC	\$112.49	5/23/2023 R
132856 FRONTRUNNER SCREEN PRINTING	\$321.50	5/23/2023 R
132857 FS.COM INC	\$166.00	5/23/2023 R
132858 GEBEKE, JILL	\$75.00	5/23/2023 R
132859 GENERATOR SPECIALTY CO INC	\$249.95	5/23/2023 R
132860 GEORGAKOPOULOS, TESS	\$50.00	5/23/2023 R
132861 GIMKIT	\$650.00	5/23/2023 R
132862 GOPHER	\$145.49	5/23/2023 R
132863 GRAINGER	\$1,982.22	5/23/2023 R
132864 GRANDMA'S BAKERY INC	\$337.50	5/23/2023 R
132865 GREATAMERICA FINANCIAL SERVICES	\$349.85	5/23/2023 R
132866 GROUP MEDICAREBLUE RX	\$13,648.50	5/23/2023 R
132867 GUSTAFSON, ZACHARY E.	\$83.00	5/23/2023 R
132868 HANDLIN, BEATRICE R.	\$170.00	5/23/2023 R
132869 HEALY AWARDS INC	\$127.76	5/23/2023 R
132870 HICKS, DOUGLAS M.	\$100.00	5/23/2023 R
132871 HICKS, SUSAN L.	\$75.00	5/23/2023 R
132872 HIESTAND, DEBORAH A.	\$64.00	5/23/2023 R
132873 HISDAHL INC	\$170.20	5/23/2023 R
132874 HOEL, ERIC G.	\$75.00	5/23/2023 R
132875 HUMANEX VENTURES	\$6,800.00	5/23/2023 R
132876 IFD	\$0.00	5/23/2023 C
132877 IFD	\$0.00	5/23/2023 C
132878 IFD	\$0.00	5/23/2023 C
132879 IFD	\$0.00	5/23/2023 C
132880 IFD	\$165,277.92	5/23/2023 R
132881 INTERMEDIATE DISTRICT 287	\$4,510.30	5/23/2023 R
132882 JACK THOMAS CONSULTING	\$84.00	5/23/2023 R
132883 JANSEN, GLORIA K.	\$50.00	5/23/2023 R
132884 JOHNSON, GERALD	\$75.00	5/23/2023 R
132885 JOHNSON, KEITH	\$112.50	5/23/2023 R
132886 JONES SCHOOL SUPPLY CO INC	\$123.49	5/23/2023 R
132887 JW PEPPER & SON INC	\$0.00	5/23/2023 C
132888 JW PEPPER & SON INC	\$0.00	5/23/2023 C
132889 JW PEPPER & SON INC	\$0.00	5/23/2023 C
132890 JW PEPPER & SON INC	\$0.00	5/23/2023 C

132891	JW PEPPER & SON INC	\$2,618.24	5/23/2023	R
132892	JX EVENT SERVICES LLC	\$7,295.50	5/23/2023	R
132893	KATH FUEL OIL SERVICE CO	\$8,911.18	5/23/2023	R
132894	KAUFMAN, MICHAEL	\$83.00	5/23/2023	R
132895	KEYSTONE INTERPRETING SOLUTIONS	\$1,529.35	5/23/2023	R
132896	KIDCREATE STUDIO	\$0.00	5/23/2023	C
132897	KIDCREATE STUDIO	\$7,426.00	5/23/2023	R
132898	KIIHN, ROB	\$166.00	5/23/2023	R
132899	KNOWLEDGE MATTERS, INC	\$2,000.00	5/23/2023	R
132900	KOHNEN, ANDREW J.	\$100.00	5/23/2023	R
132901	KOHNEN, JACKSON	\$50.00	5/23/2023	R
132902	LA POBLANITA	\$2,081.01	5/23/2023	R
132903	LAIL, ADAM	\$84.00	5/23/2023	R
132904	LANGUAGE LINE SERVICES	\$833.80	5/23/2023	R
132905	LARSCHIED, JACOB	\$143.00	5/23/2023	R
132906	LDA MINNESOTA	\$2,387.00	5/23/2023	R
132907	LEMKE, JAY M.	\$143.00	5/23/2023	R
132908	LIFETIME ATHLETIC	\$380.00	5/23/2023	R
132909	LIVINGSTON, TYLER	\$83.00	5/23/2023	R
132910	LODGE, HANS W.	\$83.00	5/23/2023	R
132911	LONG, MARTY D.	\$125.00	5/23/2023	R
132912	LORENZ BUS SERVICE INC	\$698.50	5/23/2023	R
132913	MACKIN EDUCATIONAL RESOURCES	\$8,202.99	5/23/2023	R
132914	MASSO, KRISTINE M.	\$199.40	5/23/2023	R
132915	MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	\$865.00	5/23/2023	R
132916	MATHRACK, INC	\$205.97	5/23/2023	R
132917	MAYERON, JACK	\$50.00	5/23/2023	R
132918	MCCORMICK, ED	\$100.00	5/23/2023	R
132919	MCKINLAY, SHANE	\$143.00	5/23/2023	R
132920	MCNERTNEY, HOWARD	\$332.00	5/23/2023	R
132921	MEDTOX LABORATORIES	\$65.63	5/23/2023	R
132922	METRO ECSU	\$15.00	5/23/2023	R
132923	METRO MEALS ON WHEELS INC	\$5,394.00	5/23/2023	R
132924	MEUWISSEN, PAUL W.	\$225.00	5/23/2023	R
132925	MIDAMERICA BOOKS	\$268.76	5/23/2023	R
132926	MINNEAPOLIS INSTITUTE OF ARTS	\$264.00	5/23/2023	R
132927	MN HISTORICAL SOCIETY	\$656.00	5/23/2023	R
132928	MN SAFETY COUNCIL INC	\$46.00	5/23/2023	R
132929	MN ZOO	\$24.00	5/23/2023	R
132930	MRI SOFTWARE LLC	\$1,221.00	5/23/2023	R
132931	MUELKEN, EMILY	\$143.00	5/23/2023	R
132932	MUMBLEAU, JANE L.	\$125.00	5/23/2023	R
132933	MUMBLEAU, RICHARD T.	\$125.00	5/23/2023	R
132934	MURPHY, SEAN T.	\$125.00	5/23/2023	R
132935	MUSIC VIDEO PHOTO	\$7,000.00	5/23/2023	R
132936	NAPA GENUINE AUTO PARTS	\$78.75	5/23/2023	R
132937	NASCO EDUCATION	\$823.48	5/23/2023	R

132938 NATIONAL SPEECH & DEBATE ASSOC	\$200.00	5/23/2023 R
132939 NEUSCHWANDER, NATALIE	\$200.00	5/23/2023 R
132940 NEW DOMINION SCHOOL	\$1,383.15	5/23/2023 R
132941 NEWTRAX	\$2,983.50	5/23/2023 R
132942 NORCENTRONIX DISTRIBUTING	\$2,415.00	5/23/2023 R
132943 NORTH CENTRAL TRUCK EQUIPMENT	\$593.18	5/23/2023 R
132944 NORTH CENTRAL INTERNATIONAL, LLC	\$0.00	5/23/2023 C
132945 NORTH CENTRAL INTERNATIONAL, LLC	\$336.88	5/23/2023 R
132946 NORTHBOUND CREATIVE	\$199.20	5/23/2023 R
132947 NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$0.00	5/23/2023 C
132948 NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$103,775.62	5/23/2023 R
132949 O'REILLY AUTOMOTIVE INC	\$0.00	5/23/2023 C
132950 O'REILLY AUTOMOTIVE INC	\$286.94	5/23/2023 R
132951 ON SITE SANITATION INC	\$2,030.00	5/23/2023 R
132952 OXYGEN SERVICE COMPANY INC	\$48.52	5/23/2023 R
132953 PAI	\$900.00	5/23/2023 R
132954 PAN-O-GOLD	\$4,430.34	5/23/2023 R
132955 PARR SMESTAD, ELIZABETH	\$50.00	5/23/2023 R
132956 PATIENT TOOLS INC	\$235.00	5/23/2023 R
132957 PAULSON, JULIANNE	\$125.00	5/23/2023 R
132958 PAULSON, MIKE	\$143.00	5/23/2023 R
132959 PAULSON, THOMAS M.	\$500.00	5/23/2023 R
132960 PAVLAK, TIFFANY	\$84.00	5/23/2023 R
132961 PEDIATRIC HOME SERVICE	\$3,750.00	5/23/2023 R
132962 PERNSTEINER CREATIVE GROUP	\$625.00	5/23/2023 R
132963 PERSOON, JOHN	\$300.00	5/23/2023 R
132964 PETERSEN, TIM W.	\$75.00	5/23/2023 R
132965 PETTIT, SARAH	\$81.31	5/23/2023 R
132966 PIONEER MANUFACTURING CO	\$329.00	5/23/2023 R
132967 PODS COMPLETE CAR CARE	\$477.89	5/23/2023 R
132968 POST, JEREMY J.	\$150.00	5/23/2023 R
132969 POW WOW GROUNDS	\$2,758.74	5/23/2023 R
132970 PROFORMA	\$963.90	5/23/2023 R
132971 PROPIO LS, LLC	\$367.50	5/23/2023 R
132972 RAMSEY COUNTY PARKS/REC DEPT	\$725.00	5/23/2023 R
132973 RED BALLOON BOOKSHOP	\$622.53	5/23/2023 R
132974 REDWOOD TOXICOLOGY LABORATORY	\$213.44	5/23/2023 R
132975 REGION 4AA	\$310.00	5/23/2023 R
132976 RIVERSIDE INSIGHTS	\$720.00	5/23/2023 R
132977 ROBERTS, STANLEY	\$75.00	5/23/2023 R
132978 ROYAL GOLF CLUB	\$3,960.00	5/23/2023 R
132979 RUIZ, ANTHONY R. JR	\$112.50	5/23/2023 R
132980 SAMUELSON, RICHARD T.	\$125.00	5/23/2023 R
132981 SCHMEICHEL, RUSS	\$125.00	5/23/2023 R
132982 SCHMITT MUSIC COMPANY	\$5,011.00	5/23/2023 R
132983 SCHOLASTIC	\$997.37	5/23/2023 R
132984 SCHOOL SPECIALTY LLC	\$1,472.95	5/23/2023 R

132985 SCHULTZ, PAUL	\$200.00	5/23/2023 R
132986 SCIBAK, BRAD	\$143.00	5/23/2023 R
132987 SCIENCE MUSEUM OF MINNESOTA	\$300.00	5/23/2023 R
132988 SCOOPS ICE CREAM & CANDY	\$231.00	5/23/2023 R
132989 SHAR PRODUCTS CO.	\$378.11	5/23/2023 R
132990 SHARMA AND ASSOCIATES	\$1,180.00	5/23/2023 R
132991 SHOMION, RICK	\$75.00	5/23/2023 R
132992 SHUTTERFLY LIFETOUCH	\$108.91	5/23/2023 R
132993 SIKORA, PAUL	\$75.00	5/23/2023 R
132994 SIMMER, KATHLEEN C.	\$364.50	5/23/2023 R
132995 SKETCHFORSCHOOLS PUBLISHING, INC	\$921.60	5/23/2023 R
132996 SKOW, KAREN L.	\$891.00	5/23/2023 R
132997 SOLIANT HEALTH, LLC	\$3,721.25	5/23/2023 R
132998 SPEEGLE, ERIK	\$500.00	5/23/2023 R
132999 STAPLES	\$0.00	5/23/2023 C
133000 STAPLES	\$937.11	5/23/2023 R
133001 SUBURBAN EAST CONFERENCE	\$144.00	5/23/2023 R
133002 T-MOBILE	\$7,760.00	5/23/2023 R
133003 TAMAYO MONTOYA, RICHARD	\$1,493.00	5/23/2023 R
133004 TRADE PRESS INC	\$3,403.00	5/23/2023 R
133005 TRANS-MISSISSIPPI BIO SUPPLY	\$94.07	5/23/2023 R
133006 TRANSLANGUAGES, LLC	\$846.72	5/23/2023 R
133007 TREASURED TRANSPORTATION LLC	\$70,214.55	5/23/2023 R
133008 TRI-STATE BOBCAT	\$1,143.52	5/23/2023 R
133009 TRIMARK MARLINN LLC	\$220.16	5/23/2023 R
133010 TRIO SUPPLY COMPANY	\$7,799.79	5/23/2023 R
133011 TURFWERKS INC	\$1,692.46	5/23/2023 R
133012 TWIN CITIES DOTS AND POP, LLC	\$228.00	5/23/2023 R
133013 UNIVERSITY OF MINNESOTA WILLIAMSON HALL	\$725.00	5/23/2023 R
133014 VOGEL, MICHAEL	\$166.00	5/23/2023 R
133015 WAYZATA HIGH SCHOOL	\$100.00	5/23/2023 R
133016 WHITE BEAR RENTAL EQUIPMENT	\$796.46	5/23/2023 R
133017 WELLNER LAW PLLC	\$300.00	5/23/2023 R
133018 WEST MUSIC COMPANY	\$188.53	5/23/2023 R
133019 WHITSETT, MARIA N.	\$17.00	5/23/2023 R
133020 WILDLIFE SCIENCE CENTER	\$400.00	5/23/2023 R
133021 WILLIAMS, JAMES P.	\$75.00	5/23/2023 R
133022 WILLIAMS, MICHAEL J.	\$125.00	5/23/2023 R
133023 WINN, GEORGE	\$64.00	5/23/2023 R
133024 WORLD'S FINEST CHOCOLATE INC	\$2,450.00	5/23/2023 R
133025 WPS	\$56.10	5/23/2023 R
133026 YOUNG AMERICANS SCHL OF SELF DEFENSE,INC	\$441.00	5/23/2023 R
133027 ZAPPETILLO, DAVID	\$75.00	5/23/2023 R
133028 ZEN FITNESS - BRITTANY TOBIN	\$108.75	5/23/2023 R
133029 CALVO, LAURA L.	\$162.62	5/24/2023 R
133030 AMAZON CAPITAL SERVICES	\$0.00	5/24/2023 C
133031 AMAZON CAPITAL SERVICES	\$480.23	5/24/2023 R

133032 ANCHOR SOLAR INVESTMENTS LLC	\$2,263.22	5/24/2023 R
133033 ARAMARK UNIFORM SERVICES	\$0.00	5/24/2023 C
133034 ARAMARK UNIFORM SERVICES	\$0.00	5/24/2023 C
133035 ARAMARK UNIFORM SERVICES	\$668.03	5/24/2023 R
133036 BARTHOLD	\$2,435.97	5/24/2023 R
133037 BITUMINOUS ROADWAYS INC	\$4,634.75	5/24/2023 R
133038 BSN SPORTS, LLC	\$7,640.95	5/24/2023 R
133039 CAPITAL ONE TRADE CREDIT	\$0.00	5/24/2023 C
133040 CAPITAL ONE TRADE CREDIT	\$0.00	5/24/2023 C
133041 CAPITAL ONE TRADE CREDIT	\$308.66	5/24/2023 R
133042 CARROT-TOP INDUSTRIES INC	\$250.27	5/24/2023 R
133043 CITY OF WHITE BEAR LAKE	\$114.29	5/24/2023 R
133044 CONNEY SAFETY PRODUCTS LLC	\$1,294.72	5/24/2023 R
133045 CONTINENTAL RESEARCH CORP	\$415.10	5/24/2023 R
133046 CUMMINS SALES AND SERVICE	\$254.43	5/24/2023 R
133047 DALCO CORPORATION	\$0.00	5/24/2023 C
133048 DALCO CORPORATION	\$0.00	5/24/2023 C
133049 DALCO CORPORATION	\$0.00	5/24/2023 C
133050 DALCO CORPORATION	\$0.00	5/24/2023 C
133051 DALCO CORPORATION	\$0.00	5/24/2023 C
133052 DALCO CORPORATION	\$0.00	5/24/2023 C
133053 DALCO CORPORATION	\$0.00	5/24/2023 C
133054 DALCO CORPORATION	\$29,772.27	5/24/2023 R
133055 DOOR SERVICE COMPANY	\$1,969.86	5/24/2023 R
133056 GOLD MEDAL MINNEAPOLIS ML55	\$3,365.00	5/24/2023 R
133057 GOODWAY TECHNOLOGIES CORP	\$1,148.37	5/24/2023 R
133058 GRAINGER	\$234.72	5/24/2023 R
133059 HALLBERG ENGINEERING INC	\$45,837.50	5/24/2023 R
133060 HOFFMAN & MCNAMARA CO.	\$1,401.08	5/24/2023 R
133061 IDEAL ENERGIES SOLAR LEASING LLC	\$7,394.96	5/24/2023 R
133062 JAYTECH INC	\$22,332.60	5/24/2023 R
133063 KFI ENGINEERS	\$32,746.98	5/24/2023 R
133064 KILLMER ELECTRIC CO	\$54,150.00	5/24/2023 R
133065 KRAFT MECHANICAL LLC	\$892.25	5/24/2023 R
133066 KRAUS ANDERSON CONSTRUCTION CO	\$0.00	5/24/2023 C
133067 KRAUS ANDERSON CONSTRUCTION CO	\$599,037.89	5/24/2023 R
133068 KULLY SUPPLY COMPANY	\$250.90	5/24/2023 R
133069 LINDE GAS & EQUIPMENT INC	\$71.35	5/24/2023 R
133070 MCDONOUGH'S WATERJETTING AND DRAIN CLEANING	\$190.55	5/24/2023 R
133071 MINVALCO INC	\$861.60	5/24/2023 R
133072 MITY-LITE INC	\$14,196.00	5/24/2023 R
133073 MN DEPT OF LABOR & INDUSTRY	\$30.00	5/24/2023 R
133074 NAC MECHANICAL & ELECTRICAL SERV	\$56,460.00	5/24/2023 R
133075 NORTHERN GLASS & GLAZING INC	\$7,318.00	5/24/2023 R
133076 PETERSON BROS ROOFING & CONST	\$7,831.75	5/24/2023 R
133077 REPUBLIC SERVICES #899	\$13,112.94	5/24/2023 R
133078 STATE SUPPLY CO	\$1,763.74	5/24/2023 R

133079	SUMMIT FIRE PROTECTION	\$497.50	5/24/2023	R
133080	SVL SERVICE CORPORATION	\$441,890.00	5/24/2023	R
133081	TK ELEVATOR CORPORATION	\$3,889.93	5/24/2023	R
133082	TR ENVIRONMENTAL CONSULTING LLC	\$9,321.00	5/24/2023	R
133083	UHL COMPANY INC	\$701.00	5/24/2023	R
133084	VIKING ELECTRIC SUPPLY	\$0.00	5/24/2023	C
133085	VIKING ELECTRIC SUPPLY	\$902.18	5/24/2023	R
133086	WEIDNER PLUMBING & HEATING CO	\$15,190.21	5/24/2023	R
133087	XCEL ENERGY	\$0.00	5/24/2023	C
133088	XCEL ENERGY	\$0.00	5/24/2023	C
133089	XCEL ENERGY	\$177,256.69	5/24/2023	R
133090	ADAPTIVE TECH SOLUTIONS	\$63.18	5/31/2023	R
133091	AEP CONNECTIONS	\$300.00	5/31/2023	R
133092	AIRBORNE ATHLETICS, INC	\$19,485.00	5/31/2023	R
133093	AKASPORT	\$1,440.00	5/31/2023	R
133094	ALLEMANI, DONNA R.	\$15.00	5/31/2023	R
133095	ALLIED OIL & SUPPLY, INC.	\$630.65	5/31/2023	R
133096	AMAZON CAPITAL SERVICES	\$0.00	5/31/2023	C
133097	AMAZON CAPITAL SERVICES	\$0.00	5/31/2023	C
133098	AMAZON CAPITAL SERVICES	\$0.00	5/31/2023	C
133099	AMAZON CAPITAL SERVICES	\$0.00	5/31/2023	C
133100	AMAZON CAPITAL SERVICES	\$0.00	5/31/2023	C
133101	AMAZON CAPITAL SERVICES	\$0.00	5/31/2023	C
133102	AMAZON CAPITAL SERVICES	\$0.00	5/31/2023	C
133103	AMAZON CAPITAL SERVICES	\$0.00	5/31/2023	C
133104	AMAZON CAPITAL SERVICES	\$0.00	5/31/2023	C
133105	AMAZON CAPITAL SERVICES	\$7,781.82	5/31/2023	R
133106	AUDIOQUIP INC	\$2,043.50	5/31/2023	R
133107	B&H PHOTO-VIDEO	\$2,119.27	5/31/2023	R
133108	BIDDLE, JUDITH L.	\$50.00	5/31/2023	R
133109	BLICK ART MATERIALS	\$92.70	5/31/2023	R
133110	BOLDT, JAMES R.	\$50.00	5/31/2023	R
133111	BOLDT, MARY C.	\$50.00	5/31/2023	R
133112	BONINE, ROBERT A.	\$50.00	5/31/2023	R
133113	BOYER TRUCKS - LAUDERDALE	\$25.74	5/31/2023	R
133114	BR PRODUCTIONS LLC	\$500.00	5/31/2023	R
133115	BSN SPORTS, LLC	\$1,291.85	5/31/2023	R
133116	CALVIN TERRELL	\$11,250.00	5/31/2023	R
133117	CAPITAL ONE TRADE CREDIT	\$501.68	5/31/2023	R
133118	CAPITAL ONE TRADE CREDIT	\$123.66	5/31/2023	R
133119	CAPOCASA, WILLIAM J.	\$75.00	5/31/2023	R
133120	CARBONES PIZZERIA	\$578.67	5/31/2023	R
133121	CARTER, MATT	\$83.00	5/31/2023	R
133122	CASSEL'S SPORTS & AWARDS	\$664.77	5/31/2023	R
133123	CEL PUBLIC RELATIONS, INC	\$1,850.00	5/31/2023	R
133124	CENTENNIAL HIGH SCHOOL	\$30.00	5/31/2023	R
133125	CENTURY COLLEGE	\$100.00	5/31/2023	R

133126 CHESS & STRATEGY GAME ASSOC	\$1,408.00	5/31/2023 R
133127 CINTAS CORP	\$0.00	5/31/2023 C
133128 CINTAS CORP	\$823.17	5/31/2023 R
133129 COLLEGE BOARD	\$36,776.00	5/31/2023 R
133130 CUMMINS SALES AND SERVICE	\$182.96	5/31/2023 R
133131 DASH SPORTS LLC	\$2,475.20	5/31/2023 R
133132 DERAAD, MAX D.	\$509.60	5/31/2023 R
133133 DONOVAN, WILLIAM J.	\$84.00	5/31/2023 R
133134 DEFINITIVE TECHNOLOGY SOLUTIONS	\$163.00	5/31/2023 R
133135 ECKROTH MUSIC	\$0.00	5/31/2023 C
133136 ECKROTH MUSIC	\$0.00	5/31/2023 C
133137 ECKROTH MUSIC	\$2,509.66	5/31/2023 R
133138 ECM PUBLISHERS INC	\$1,877.00	5/31/2023 R
133139 FISCHER, THOMAS	\$100.00	5/31/2023 R
133140 FROGGY HOPS LLC	\$1,220.19	5/31/2023 R
133141 GARCIA, JOSEPH	\$202.00	5/31/2023 R
133142 GIBBS FARM/RCHS	\$919.50	5/31/2023 R
133143 GOPHER	\$2,841.30	5/31/2023 R
133144 GREATER WBL COMM FOUNDATION	\$1,300.00	5/31/2023 R
133145 GROTH MUSIC CO	\$40.00	5/31/2023 R
133146 HAGEN, TERRI	\$45.00	5/31/2023 R
133147 HANSON, GENO	\$75.00	5/31/2023 R
133148 HEALTHPARTNERS	\$83,883.90	5/31/2023 R
133149 HICKS, DOUGLAS M.	\$50.00	5/31/2023 R
133150 HICKS, SUSAN L.	\$50.00	5/31/2023 R
133151 HOME DEPOT CREDIT SERVICES	\$624.59	5/31/2023 R
133152 HOPKINS SPORTS CAMPS, LLC	\$1,782.00	5/31/2023 R
133153 HOSA - FUTURE HEALTH PROFESSIONALS	\$450.00	5/31/2023 R
133154 HOUGHTON MIFFLIN HARCOURT	\$5,434.78	5/31/2023 R
133155 HUGO EQUIPMENT CO	\$53.24	5/31/2023 R
133156 IGO, MICHELLE J.	\$490.00	5/31/2023 R
133157 INFINITE HEALTH COLLABORATIVE PA	\$1,755.00	5/31/2023 R
133158 JANSEN, GLORIA K.	\$50.00	5/31/2023 R
133159 JORGENSEN, CHAD R.	\$83.00	5/31/2023 R
133160 JOSTENS INC	\$27.82	5/31/2023 R
133161 JW PEPPER & SON INC	\$0.00	5/31/2023 C
133162 JW PEPPER & SON INC	\$2,026.29	5/31/2023 R
133163 KATH FUEL OIL SERVICE CO	\$18,676.70	5/31/2023 R
133164 KEYSTONE INTERPRETING SOLUTIONS	\$1,373.35	5/31/2023 R
133165 KOHNEN, ANDREW J.	\$50.00	5/31/2023 R
133166 KREMPA, MOLLY	\$90.00	5/31/2023 R
133167 LARKIN ELECTRONICS	\$1,120.00	5/31/2023 R
133168 LIBERTY CLASSICAL ACADEMY	\$18,110.99	5/31/2023 R
133169 LONG, MARTY D.	\$50.00	5/31/2023 R
133170 MAGNUSON CHRISTIAN SCHOOL	\$21,919.72	5/31/2023 R
133171 MASBO	\$325.00	5/31/2023 R
133172 MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	\$865.00	5/31/2023 R

133173 MATH LEARNING CENTER	\$594.00	5/31/2023 R
133174 MCCORMICK, ED	\$50.00	5/31/2023 R
133175 MN COMMUNITY EDUC ASSOC (MCEA)	\$254.00	5/31/2023 R
133176 MCKINLAY, SHANE	\$143.00	5/31/2023 R
133177 MCNERTNEY, HOWARD	\$202.50	5/31/2023 R
133178 METRO MEALS ON WHEELS INC	\$87.75	5/31/2023 R
133179 METRO SOUND AND LIGHTING	\$210.00	5/31/2023 R
133180 METROPOLITAN TRANSPORTATION NETWORK	\$230,569.41	5/31/2023 R
133181 MEUWISSEN, PAUL W.	\$100.00	5/31/2023 R
133182 MN SAFETY COUNCIL INC	\$1,058.00	5/31/2023 R
133183 MN ULTIMATE	\$5,120.00	5/31/2023 R
133184 MOBILE RADIO ENGINEERING INC	\$189.00	5/31/2023 R
133185 MORCOMB, DEREK	\$75.00	5/31/2023 R
133186 MUMBLEAU, JANE L.	\$50.00	5/31/2023 R
133187 MUMBLEAU, RICHARD T.	\$50.00	5/31/2023 R
133188 MURPHY, SEAN T.	\$50.00	5/31/2023 R
133189 MYERS, JENNIFER	\$50.00	5/31/2023 R
133190 NCPERS GROUP LIFE INS	\$96.00	5/31/2023 R
133191 NORCENTRONIX DISTRIBUTING	\$975.00	5/31/2023 R
133192 NORTH CENTRAL TRUCK EQUIPMENT	\$27.48	5/31/2023 R
133193 NORTH STAR EQUIPMENT	\$187.85	5/31/2023 R
133194 NOVAK, JANICE S.	\$60.00	5/31/2023 R
133195 O'REILLY AUTOMOTIVE INC	\$0.00	5/31/2023 C
133196 O'REILLY AUTOMOTIVE INC	\$198.93	5/31/2023 R
133197 OCONNELL, CHRISTOPHER J.	\$60.00	5/31/2023 R
133198 ON SITE SANITATION INC	\$445.20	5/31/2023 R
133199 OPG-3 INC	\$6,970.00	5/31/2023 R
133200 PAOLUCCI, JULIA	\$81.31	5/31/2023 R
133201 PAULSON, JULIANNE	\$50.00	5/31/2023 R
133202 PAULSON, THOMAS M.	\$200.00	5/31/2023 R
133203 PECK, BARTON	\$75.00	5/31/2023 R
133204 PEDIATRIC HOME SERVICE	\$2,343.75	5/31/2023 R
133205 PERSON, JOHN	\$200.00	5/31/2023 R
133206 POST, JEREMY J.	\$225.00	5/31/2023 R
133207 PRESS PUBLICATIONS	\$598.00	5/31/2023 R
133208 PROFESSIONAL WIRELESS COMM	\$574.67	5/31/2023 R
133209 RAY, CHELSEA	\$84.00	5/31/2023 R
133210 RED LUNA	\$1,223.35	5/31/2023 R
133211 RIES, ROBERT A.	\$84.00	5/31/2023 R
133212 ROLFING, TIMOTHY	\$202.00	5/31/2023 R
133213 ROSEVILLE AREA HIGH SCHOOL	\$150.00	5/31/2023 R
133214 RUPP ANDERSON SQUIRES	\$1,457.50	5/31/2023 R
133215 RYDLAND, KARENA	\$101.91	5/31/2023 R
133216 SAMUELSON, RICHARD T.	\$50.00	5/31/2023 R
133217 SAVAGE, ALAN K. II	\$41.50	5/31/2023 R
133218 SCHMITT MUSIC COMPANY	\$134.78	5/31/2023 R
133219 SCHULZE, GREGORY A.	\$396.00	5/31/2023 R

133220 SCHULTZ, PAUL	\$100.00	5/31/2023 R
133221 SKOW, KAREN L.	\$495.00	5/31/2023 R
133222 SOAR TENNIS ACADEMY	\$400.00	5/31/2023 R
133223 SOLIANT HEALTH, LLC	\$2,323.75	5/31/2023 R
133224 SPARTAN PROMOTIONAL GRP INC	\$487.30	5/31/2023 R
133225 SPED FORMS LLC	\$26,682.48	5/31/2023 R
133226 ST CROIX RECREATION FUN PLAYGROUNDS INC	\$98,457.00	5/31/2023 R
133227 STOCKEL, CRAIG	\$143.00	5/31/2023 R
133228 STREAMLINE DESIGN INC	\$858.00	5/31/2023 R
133229 THREE RIVERS PARK DISTRICT	\$375.00	5/31/2023 R
133230 TOTAL LUXURY LIMOUSINE	\$2,500.00	5/31/2023 R
133231 TRADE PRESS INC	\$945.00	5/31/2023 R
133232 TRANS-MISSISSIPPI BIO SUPPLY	\$126.61	5/31/2023 R
133233 TRANSLANGUAGES, LLC	\$1,665.08	5/31/2023 R
133234 TREASURED TRANSPORTATION LLC	\$145,434.90	5/31/2023 R
133235 TRIMARK MARLINN LLC	\$1,812.39	5/31/2023 R
133236 US OMNI & TSACG COMPLIANCE SERVICES, INC	\$946.08	5/31/2023 R
133237 VALLEYFAIR GROUP SALES	\$6,448.00	5/31/2023 R
133238 WALSWORTH PUBLISHING COMPANY INC	\$3,225.91	5/31/2023 R
133239 WHITE BEAR MONTESSORI	\$442.93	5/31/2023 R
133240 WBLAHS GIRLS TRACK BOOSTERS CLUB, INC	\$8,500.00	5/31/2023 R
133241 WEBER, CRAIG	\$143.00	5/31/2023 R
133242 WEISS, GREGORY A.	\$75.00	5/31/2023 R
133243 WILLIAMS, MICHAEL J.	\$50.00	5/31/2023 R
133244 WOODBURY 10 THEATER	\$2,075.00	5/31/2023 R
133245 WORLD'S FINEST CHOCOLATE INC	\$420.00	5/31/2023 R
133246 OLSON POWER AND EQUIPMENT	\$20,900.00	5/31/2023 R
133247 TWIN CITY HARDWARE COMPANY INC	\$2,798.67	5/31/2023 R
133248 ADVANCED SYSTEMS INTEGRATION, LLC	\$19,938.58	5/31/2023 R
9994684 AIG	\$6,557.30	5/15/2023 R
9994685 AMERICAN FUNDS	\$80,188.07	5/15/2023 R
9994686 AMERIPRISE FINANCIAL SERVICES	\$21,942.06	5/15/2023 R
9994687 AXA EQUITABLE	\$28,602.35	5/15/2023 R
9994688 BENEFIT RESOURCE, INC	\$101,175.02	5/15/2023 R
9994689 EDUCATION MN ESI BILLING TRUST	\$33,189.67	5/15/2023 R
9994690 INTERNAL REVENUE SERVICE	\$0.00	5/15/2023 C
9994691 INTERNAL REVENUE SERVICE	\$0.00	5/15/2023 C
9994692 INTERNAL REVENUE SERVICE	\$0.00	5/15/2023 C
9994693 INTERNAL REVENUE SERVICE	\$0.00	5/15/2023 C
9994694 INTERNAL REVENUE SERVICE	\$0.00	5/15/2023 C
9994695 INTERNAL REVENUE SERVICE	\$800,683.25	5/15/2023 R
9994696 METROPOLITAN LIFE	\$1,054.60	5/15/2023 R
9994697 MN DEPT OF HUMAN SERVICES	\$2,676.50	5/15/2023 R
9994698 MN DEPT OF REVENUE	\$0.00	5/15/2023 C
9994699 MN DEPT OF REVENUE	\$129,049.08	5/15/2023 R
9994700 MN REVENUE	\$240.19	5/15/2023 R
9994701 MN STATE RETIREMENT	\$5,574.81	5/15/2023 R

9994702 PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	\$3,202.97	5/15/2023 R
9994703 PUBLIC EMP RETIREMENT ASSOC	\$0.00	5/15/2023 C
9994704 PUBLIC EMP RETIREMENT ASSOC	\$0.00	5/15/2023 C
9994705 PUBLIC EMP RETIREMENT ASSOC	\$136,733.49	5/15/2023 R
9994706 TEACHERS RETIREMENT ASSOC	\$411,484.92	5/15/2023 R
9994707 VANGUARD SMALL BUSINESS SERVICES	\$48,590.92	5/15/2023 R
9994708 WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	\$40,550.03	5/15/2023 R
9994709 AIG	\$6,497.34	5/31/2023 R
9994710 AMERICAN FUNDS	\$80,423.23	5/31/2023 R
9994711 AMERIPRISE FINANCIAL SERVICES	\$23,382.98	5/31/2023 R
9994712 AXA EQUITABLE	\$0.00	5/31/2023 C
9994713 AXA EQUITABLE	\$28,702.35	5/31/2023 R
9994714 BENEFIT RESOURCE, INC	\$88,332.52	5/31/2023 R
9994715 EDUCATION MN ESI BILLING TRUST	\$33,560.28	5/31/2023 R
9994716 INTERNAL REVENUE SERVICE	\$0.00	5/31/2023 C
9994717 INTERNAL REVENUE SERVICE	\$0.00	5/31/2023 C
9994718 INTERNAL REVENUE SERVICE	\$0.00	5/31/2023 C
9994719 INTERNAL REVENUE SERVICE	\$0.00	5/31/2023 C
9994720 INTERNAL REVENUE SERVICE	\$0.00	5/31/2023 C
9994721 INTERNAL REVENUE SERVICE	\$0.00	5/31/2023 C
9994722 INTERNAL REVENUE SERVICE	\$893,916.95	5/31/2023 R
9994723 METROPOLITAN LIFE	\$1,054.60	5/31/2023 R
9994724 MN DEPT OF HUMAN SERVICES	\$2,676.50	5/31/2023 R
9994725 MN DEPT OF REVENUE	\$0.00	5/31/2023 C
9994726 MN DEPT OF REVENUE	\$145,643.80	5/31/2023 R
9994727 MN REVENUE	\$200.00	5/31/2023 R
9994728 MN STATE RETIREMENT	\$5,164.30	5/31/2023 R
9994729 PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	\$3,202.97	5/31/2023 R
9994730 PUBLIC EMP RETIREMENT ASSOC	\$0.00	5/31/2023 C
9994731 PUBLIC EMP RETIREMENT ASSOC	\$144,807.96	5/31/2023 R
9994732 TEACHERS RETIREMENT ASSOC	\$0.00	5/31/2023 C
9994733 TEACHERS RETIREMENT ASSOC	\$472,638.67	5/31/2023 R
9994734 VANGUARD SMALL BUSINESS SERVICES	\$40,346.92	5/31/2023 R
9994735 WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	\$40,437.85	5/31/2023 R
222301072 ROESER, DANIEL W.	\$0.00	5/8/2023 C
222301073 ROESER, DANIEL W.	\$594.27	5/8/2023 A
222301074 ANDERSON, JON C.	\$111.92	5/9/2023 A
222301075 BAKKE, BRENT M.	\$26.00	5/9/2023 A
222301076 BASHORE, MEGAN L.	\$52.98	5/9/2023 A
222301077 BEGE, JEFFREY T.	\$146.19	5/9/2023 A
222301078 BUSTOS, KELLY R.	\$28.82	5/9/2023 A
222301079 DAVIDS, STEPHANIE K.	\$99.76	5/9/2023 A
222301080 DERBY, SARA A.	\$125.64	5/9/2023 A
222301081 DESJARDINS, RUTH E.	\$50.90	5/9/2023 A
222301082 DOMSCHOT, KATHLEEN S.	\$175.36	5/9/2023 A
222301083 DRANGE, ANGELA M.	\$291.13	5/9/2023 A
222301084 ENGSTRAN, PAUL A.	\$35.00	5/9/2023 A

222301085	GARCIA ANDERSON, ODELIS M.	\$260.55	5/9/2023 A
222301086	GILE, KRISTI L.	\$111.35	5/9/2023 A
222301087	GUTHRIE, ASHLEY M.	\$91.65	5/9/2023 A
222301088	HENNESSEY, ALEXANDER M.	\$56.33	5/9/2023 A
222301089	HILDESTAD, JULIE A.	\$65.50	5/9/2023 A
222301090	HJELM, GREGORY M.	\$152.43	5/9/2023 A
222301091	HODGIN, MEGAN R.	\$24.89	5/9/2023 A
222301092	INDLECOFFER, TRACI D.	\$3,000.00	5/9/2023 A
222301093	JORGENSON, AMY L.	\$186.68	5/9/2023 A
222301094	KASTEN, JENNIFER M.	\$55.08	5/9/2023 A
222301095	KAZMIERCZAK, WAYNE A.	\$727.05	5/9/2023 A
222301096	KOSTER, PATRICIA L.	\$119.36	5/9/2023 A
222301097	KUEHN, KRISTINA L.	\$460.00	5/9/2023 A
222301098	LEHN, BRIDGET N.	\$57.97	5/9/2023 A
222301099	LITTLEFIELD, TRAVIS D.	\$32.50	5/9/2023 A
222301100	MARIER, JAMES J.	\$151.05	5/9/2023 A
222301101	MARKUSON, RACHAEL J.	\$236.12	5/9/2023 A
222301102	MILLER, MOLLY M.	\$55.35	5/9/2023 A
222301103	MOERKE, CHRISTINE M.	\$71.98	5/9/2023 A
222301104	NADEAU, MARGARET M.	\$210.00	5/9/2023 A
222301105	NAKAGAKI, BENJAMIN P.	\$23.90	5/9/2023 A
222301106	NELSON, LISA C.	\$166.76	5/9/2023 A
222301107	OGDEN, TERESA L.	\$179.84	5/9/2023 A
222301108	OTTAVIANI, AMY M.	\$395.59	5/9/2023 A
222301109	OUREN, LISA M.	\$25.00	5/9/2023 A
222301110	PHILLIPS, LISA A.	\$125.21	5/9/2023 A
222301111	RIEBOW, MATTHEW R.	\$203.98	5/9/2023 A
222301112	ROSSITER, DANIEL J.	\$131.00	5/9/2023 A
222301113	SANTOSCOY, BRIANA J.	\$149.15	5/9/2023 A
222301114	SCHULTE, DARRELL A.	\$435.18	5/9/2023 A
222301115	SCHULTE, VANESSA L.	\$18.88	5/9/2023 A
222301116	SHAVERS, BRENTON D.	\$178.23	5/9/2023 A
222301117	TORONTO, ERIKA	\$74.15	5/9/2023 A
222301118	ULVIN, JOHN M.	\$118.56	5/9/2023 A
222301119	VANG, SANDRA X.	\$47.72	5/9/2023 A
222301120	VO, SANG T.	\$163.75	5/9/2023 A
222301121	VULGAMOTT, MEGAN M.	\$51.88	5/9/2023 A
222301122	WALD, TIMOTHY A.	\$794.62	5/9/2023 A
222301123	WILLIAMS, LAURA L.	\$862.88	5/9/2023 A
222301124	WOLFF, KATHRYN A.	\$5.90	5/24/2023 A
222301124	CALVO, LAURA L.	\$162.62	5/24/2023 R
222301124	CALVO, LAURA L.	(\$162.62)	5/24/2023 V
222301125	ANDERSON, JON C.	\$165.06	5/24/2023 A
222301126	ATKINS, SARAH A.	\$49.70	5/24/2023 A
222301127	BABIASH, JENNIFER M.	\$49.86	5/24/2023 A
222301128	BEACH, RODNEY W.	\$203.03	5/24/2023 A
222301129	BEDELL, BRENDA	\$39.75	5/24/2023 A

222301130 BERGANTINE, NICOLAS J.	\$30.26	5/24/2023 A
222301131 BERNIER, CARYN S.	\$50.11	5/24/2023 A
222301132 BOOTH, KARLA J.	\$469.52	5/24/2023 A
222301133 BURKE, ERIN M.	\$96.97	5/24/2023 A
222301134 BURRIS, LEANN K.	\$49.25	5/24/2023 A
222301135 BUTTERS, BENJAMIN J.	\$211.77	5/24/2023 A
222301136 CARLEY, ANDREA J.	\$100.87	5/24/2023 A
222301137 CLARK, RYAN D.	\$822.42	5/24/2023 A
222301138 CUNNINGHAM, ANGELA A.	\$35.63	5/24/2023 A
222301139 DARR, SHELLY M.	\$49.99	5/24/2023 A
222301140 DEEN, DENISE T.	\$98.25	5/24/2023 A
222301141 DOBBINS, TAMARA M.	\$141.30	5/24/2023 A
222301142 DOTTE, BRENDA L.	\$124.50	5/24/2023 A
222301143 FOX, FRANCINE H.	\$27.77	5/24/2023 A
222301144 GALYON, AMY R.	\$71.40	5/24/2023 A
222301145 GRAY, DONALD E.	\$110.04	5/24/2023 A
222301146 HENNESSEY, ALEXANDER M.	\$66.16	5/24/2023 A
222301147 HIGGINS, SHEILA J.	\$125.96	5/24/2023 A
222301148 HOLMAN, KRISTIE S.	\$222.57	5/24/2023 A
222301149 IMMEL, COLLEEN M.	\$486.86	5/24/2023 A
222301150 JENSEN, KATHLEEN A.	\$676.60	5/24/2023 A
222301151 JOHNSON, SADIE R.	\$377.39	5/24/2023 A
222301152 KILGO, GRACE C.	\$87.70	5/24/2023 A
222301153 KOLODNY, ADRIANA C.	\$1,103.94	5/24/2023 A
222301154 KRUSEMARK, CARY L.	\$894.39	5/24/2023 A
222301155 KUEMMEL, JANEEN E.	\$183.72	5/24/2023 A
222301156 LAMWERS, LINDSAY M.	\$19.36	5/24/2023 A
222301157 MAURER, TIMOTHY J.	\$280.00	5/24/2023 A
222301158 MEIER, ALYCIA M.	\$118.29	5/24/2023 A
222301159 MENIER, MATTHEW M.	\$2,047.90	5/24/2023 A
222301160 MOREAU, CALLI M.	\$173.50	5/24/2023 A
222301161 NASVIK, CRAIG S.	\$73.10	5/24/2023 A
222301162 NELSON, JULIE A.	\$35.37	5/24/2023 A
222301163 NELSON, LISA C.	\$124.52	5/24/2023 A
222301164 NGUYEN, HUY K.	\$2,640.00	5/24/2023 A
222301165 OLNES, KRISTI A.	\$32.31	5/24/2023 A
222301166 OLSON, KATHLEEN F.	\$18.21	5/24/2023 A
222301167 OUREN, LISA M.	\$83.70	5/24/2023 A
222301168 PERRY, MEGAN M.	\$99.00	5/24/2023 A
222301169 POPE, KYLE W.	\$570.00	5/24/2023 A
222301170 RANCOUR, RACHEL	\$45.85	5/24/2023 A
222301171 RUDDY, JACQUELINE M.	\$168.70	5/24/2023 A
222301172 SAMUELSON, BETH A.	\$148.03	5/24/2023 A
222301173 SCHMIDT, DEBRA S.	\$80.00	5/24/2023 A
222301174 SCHMID, NICOLE R.	\$153.92	5/24/2023 A
222301175 SKATRUD, MAGDALEN R.	\$3,000.00	5/24/2023 A
222301176 STONEHOUSE, JULIA L.	\$334.36	5/24/2023 A

222301177 SULLIVAN, MAUREEN P.	\$162.79	5/24/2023 A
222301178 THIBAULT, DEBRA S.	\$100.00	5/24/2023 A
222301179 VANG, SANDRA X.	\$120.08	5/24/2023 A
222301180 VERKUILEN, JAIME D.	\$120.21	5/24/2023 A
222301181 WEINHOLD, TODD J.	\$23.58	5/24/2023 A
	\$8,719,910.22	

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: **June 12, 2023**

SUGGESTED DISPOSITION: **Action Item**

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

Donation	Donor	Recipient
\$500.00	Lakeaires PTO	Lakeaires Elementary School Patrol Field Trip
\$701.43	Lakeaires PTO	Lakeaires Elementary Classroom Teachers
\$1,566.78	Lakeaires PTO	Lakeaires Elementary Field Trips, Bussing and Classroom Supplies
\$1,500.00	American Legion Post 168	Lincoln Elementary School Patrol Camp Legionville Scholarships
\$500.00	White Bear Lake American Legion Auxiliary	Lincoln Elementary School Patrol Camp Legionville Scholarships
\$25.00	Steve Lacono	Otter Lake Elementary Parent Volunteer Appreciation
\$300.00	Richard & Sarah Jamieson	Central Middle School Music Program
\$5.00	Crystal Butters	Sunrise Park Middle School Staff Appreciation
Jersey Mike's Subs	Jason Herron	Sunrise Park Middle School Staff Appreciation
time and equipment to tow one vehicle from south campus to 916 and two vehicles back to south campus	Northeast Towing	WBLAHS - South Campus Automotive Program
\$ 2500.00	Gene Haas Foundation	WBLAHS - South Campus Bright Bears Robotics Team #2207

\$32.70	Anonymous - Thomson Reuters	District Center
\$3,000.00	White Bear Music Booster Club	District Center Scholarships
\$1,000.00	Vadnais Heights Lions Club Foundation	District Center Scholarship
\$50.00	Janet Bowser	Senior Center
\$50.00	Joanne & David Hutchinson	Senior Center
\$50.00	Linda Albert	Senior Center
\$50.00	Jean Kass	Senior Center
\$1,000.00	St Stephens Lutheran Church, Neighbors Helping Neighbors	Senior Center Meals on Wheels
\$100.00	Marilyn Langrehr	Senior Center Meals on Wheels
\$90.00	Shirley Lockbeam	Senior Center Meals on Wheels

RECOMMENDED ACTION:

Approve.

AGENDA ITEM: **Field Trip Request**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Action Item**

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

BACKGROUND:

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

Date and Destination	Requesting Staff Member	Grade/ Team	School Days Missed	Students Attending	Total Cost per Student	Total Cost of Trip and Source of Revenue	Transportation
6/26 - 7/11/2023 Leipzig and Berlin, Germany	Karla Booth and Troy Strand	German American Partnership Program (GAPP)	0	7	\$2400	\$16,800 Families	Airplane and Trains

Purpose: Living with German host families and attending German school in order to experience the culture and language of Germany along with its history and artistic identity.

Date and Destination	Requesting Staff Member	Grade/ Team	School Days Missed	Students Attending	Total Cost per Student	Total Cost of Trip and Source of Revenue	Transportation
9/20 - 9/22/2023 Deep Portage Environmental Camp	Kristin Erickson, Carrie Carlson, Bethany Hibbard, and Colleen Kopp	Otter Lake Elementary 5th Grade	3	80	\$200	\$21,000 Fundraisers and families	Coach Bus
Purpose: The trip will expand the 5th grade science curriculum to include hands-on activities.							

RECOMMENDED ACTION:

Approve the field trips listed as recommended by the administration.

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

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

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

RESIGNATION/TERMINATION/NON-RENEWAL - CLASSIFIED STAFF

DAVARUS BRANIGAN – Student Success Coordinator - WBLAHS - North Campus

Employed by District 624 since 09/06/2022

Effective Date: 05/25/2023

MICHELLE BAHL – Paraeducator - WBLAHS - South Campus

Employed by District 624 since 12/14/2022

Effective Date: 05/05/2023

NICOLE CHESSNOE – Instructional Assistant - Normandy Park

Employed by District 624 since 09/05/2022

Effective Date: 05/04/2023

JENNA GLASOW – Paraeducator - Sunrise Park Middle School

Employed by District 624 since 09/06/2021f

Effective Date: 06/09/2023

ELIZABETH JOHNSON – Early Childhood Assistant - Otter Lake Elementary

Employed by District 624 since 08/30/2021

Effective Date: 06/02/2023

ANNETTE KUUSISTO-SMITH – Health Assistant - Otter Lake Elementary

Employed by District 624 since 10/10/2022

Effective Date: 04/19/2023

MATTHEW LAPAKKO – Paraeducator - Central Middle School

Employed by District 624 since 12/01/2017

Effective Date: 06/09/2023

WILL MENIER – Paraeducator - WBLAHS - North Campus

Employed by District 624 since 01/30/2023

Effective Date: 05/20/2023

MARION PEW – Building Assistant - Matoska Elementary

Employed by District 624 since 10/31/2022

Effective Date: 06/09/2023

BRYN POHLKAMP – Paraeducator - WBLAHS - South Campus

Employed by District 624 since 01/03/2022

Effective Date: 06/09/2023

NICOLE SWOBODA – Tier 1 Field Technician - Lakeaires & Matoska Elementary

Employed by District 624 since 09/10/2012

Effective Date: 05/26/2023

KAYLA VOSLER – Early Childhood Assistant - Oneka Elementary
Employed by District 624 since 10/25/2021
Effective Date: 06/07/2023

FUE XIONG – Paraeducator - ALC
Employed by District 624 since 09/20/2018
Effective Date: 06/09/2023

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

CALLY CAMPBELL – Physical Education Teacher - Central Middle School
Employed by District 624 since 08/30/2021
Effective Date: 06/12/2023

MELINDA FIERRO WESTBERG – Coordinator - District Office
Employed by District 624 since 08/19/2020
Effective Date: 06/30/2023

JULIE FULTON – Special Education Teacher - WBLAHS - North Campus
Employed by District 624 since 08/20/2018
Effective Date: 06/12/2023

KATIE JUERGENS – School Nurse - Willow Lane Elementary
Employed by District 624 since 08/21/2017
Effective Date: 06/12/2023

JESSICA HICKMAN – Kindergarten Teacher - Oneka Elementary
Employed by District 624 since 08/23/2007
Effective Date: 06/12/2023

NATALEE LARSON – 3rd Grade Teacher - Lincoln Elementary
Employed by District 624 since 08/21/2017
Effective Date: 06/12/2023

PAULA PERRON – Intervention Teacher - Lakeaires Elementary
Employed by District 624 since 08/22/2012
Effective Date: 06/12/2023

AIMIE POLLARD – Speech Language Pathologist - Normandy Park
Employed by District 624 since 08/26/2010
Effective Date: 06/12/2023

HANNAH TREMBLEY – Social Worker - Lakeaires Elementary
Employed by District 624 since 01/02/2019
Effective Date: 06/12/2023

JOHN WITT – Spanish Teacher - Willow Lane Elementary
Employed by District 624 since 08/30/2021
Effective Date: 06/12/2023

RESIGNATION/TERMINATION/NON-RENEWAL - NON-AFFILIATED

SARAH STRATE – Preschool Teacher - Oneka Elementary
Employed by District 624 since 09/13/2021
Effective Date: 06/02/2023

RETIREMENT - CLASSIFIED STAFF

LUCILLE KERSCHNER –Bus Aide - Bus Garage
Employed by District 624 since 10/02/2013
Effective Date: 06/09/2023

JAN LARSEN – Paraprofessional - Normandy Park
Employed by District 624 since 02/21/2017
Effective Date: 06/09/2023

ALBERT LOUISMET –Bus Driver - Bus Garage
Employed by District 624 since 10/02/2013
Effective Date: 06/09/2023

JOAN MANN –Bus Driver - Bus Garage
Employed by District 624 since 03/11/2003
Effective Date: 06/30/2023

RETIREMENT - CERTIFIED STAFF

STEVEN ALLEN – 2nd Grade Teacher - Vadnais Heights Elementary
Employed by District 624 since 08/22/1996
Effective Date: 06/06/2023 (date corrected)

LORI SOLER – School Counselor - WBLAHS - South Campus
Employed by District 624 since 08/22/2012
Effective Date: 06/12/2023

RETIREMENT - NON-AFFILIATED

CHRISTOPHER HAUTMAN – Network Engineer - District Center
Employed by District 624 since 07/01/2004
Effective Date: 07/31/2023

CHANGE IN ASSIGNMENT - CLASSIFIED STAFF

MEGAN HARRINGTON – OST Program Assistant - Lincoln Elementary

Increase in hours, From 4 hours to 6 hours per day

Effective Date: 05/05/2023

LINDA LY – OST Program Assistant - Lincoln Elementary

Decrease in hours, From 26.5 hours to 19 hours per week

Effective Date: 05/22/2023

DANIEL PARADEZ – From Assist Head Custodian A Building- North Campus

To Assist Head Custodian Multiple Buildings - Matoska & Lakeaires Elementary

Increase, From \$26.96 plus shift \$.30 to \$27.14 plus shift \$.30

Effective Date: 05/30/2023

KATHLEEN SMITH – From Paraeducator - Hugo Elementary

To Early Childhood Assistant - Normandy Park

Decrease in hours, From 22.25 hours to 14.25 hours per week

From \$22.29 hr. To \$20.12 hr.

Effective Date: 09/05/2023

TEMPORARY CHANGE IN ASSIGNMENT - CLASSIFIED STAFF

MARIE SWANSON – NS Assistant - North Star Elementary

4.5 hrs per week changed to 5.5 hrs per week

Effective Date: 05/04/2023 - 06/09/2023

FULL-TIME LEAVE OF ABSENCE - CLASSIFIED STAFF

BRENDA BEDELL – NS Assistant Manager - Sunrise Park Middle School

Employed by District 624 since 10/21/2019

Effective Date: 04/27/2023 through 06/09/2023

MICHELLE KELLY – Paraeducator - Oneka Elementary

Employed by District 624 since 09/07/2021

Effective Date: 03/22/2023 through 05/05/2023

FULL-TIME LEAVE OF ABSENCE - CERTIFIED STAFF

GRACE BROWN – Spanish Teacher - Lakeaires & Otter Lake Elementary

Employed by District 624 since 08/20/2018

Effective Date: 2023-2024 School Year

RUTH DESJARDINS – School Nurse - WBLAHS - North Campus & ALC
Employed by District 624 since 08/21/2013
Effective Date: 05/10/2023 through 06/09/2023

LEAH ERICKSON – 5th Grade Teacher - Lincoln Elementary
Employed by District 624 since 05/22/2012
Effective Date: 2023-2024 School Year

KRISTI GILE – Special Education - Birch Lake Elementary
Employed by District 624 since 02/19/2019
Effective Date: 2023-2024 School Year

MICHELLE GRATZ – Intervention Teacher - Birch Lake Elementary
Employed by District 624 since 08/26/1993
Effective Date: 03/20/23 through 06/12/2023

JESSICA MARTIN – Music Teacher - Lakeaires Elementary
Employed by District 624 since 08/21/2017
Effective Date: 2023-2024 School Year

LINDSAY MOSSO – Social Studies Teacher - Sunrise Park Middle School
Employed by District 624 since 08/22/2016
Effective Date: 04/27/2023 through 06/12/2023

MEGAN VULGAMOTT – Math Teacher - WBLAHS - North & South Campus
Employed by District 624 since 08/19/2019
Effective Date: 05/15/2023 through 06/12/2023

KIMBERLY WAKEFEIELD – Speech Language - Lincoln & Matoska Elementary
Employed by District 624 since 08/29/2022
Effective Date: 05/18/2023 through 06/12/2023

FULL-TIME LEAVE OF ABSENCE - NON-AFFILIATED STAFF
--

BOBBIE OSTERGREN – Preschool Teacher - Normandy Park
Employed by District 624 since 09/10/2018
Effective Date: 05/02/2023 through 06/02/2022

ANGELA SAUER – Preschool Teacher - Oneka Elementary
Employed by District 624 since 09/13/2021
Effective Date: 11/14/2023 through 03/03/2023

NEW PERSONNEL - PROFESSIONAL

JULIAN STANKE – Principal - Birch Lake Elementary

40 hrs. per wk. \$140,536 annually

Effective Date: 07/01/2023

NEW PERSONNEL - CLASSIFIED STAFF

ANGELA FRANK – Lunchroom and Playground Supervisor - North Star Elementary

\$19.32 per hr., 13.75 hrs. per wk.

Effective Date: 05/08/2023

GARY LOFQUIST – Head Custodial Engineer - Sunrise Park & Lincoln Elementary

\$29.88 per hr., 40 hrs. per wk.

Effective Date: 06/12/2023

ROBIN MARTELLI – Administrative Assistant Building Operations - District Center

\$21.10 per hr., 40 hrs. per wk.

Effective Date: 06/06/2023

GISELLE MCFARLAND – OST Program Assistant - Lincoln Elementary

\$18.50 per hr., 19.9 hrs. per wk.

Effective Date: 05/08/2023

OWEN PARKER – Paraeducator - WBLAHS - South Campus

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

Effective Date: 09/05/2023

NEW PERSONNEL - CERTIFIED STAFF

LISA CANTWELL – Special Education Teacher - North Star Elementary

1.0 FTE MA Step 2

Effective Date: 08/28/2023

KRISTEN FOURNIER – Music Teacher - Vadnais Heights Elementary

1.0 FTE BA Step 5

Effective Date: 08/28/2023

AMY GRILZ – LSN School Nurse - Otter Lake Elementary

1.0 FTE BA+45 Step 12

Effective Date: 08/28/2023

LONG-TERM SUBSTITUTE - CERTIFIED STAFF

KATIE ALIOTA – Math Teacher - WBLAHS - North Campus

1.0 FTE BA, Step 1, \$5,285.21

Effective Date: 05/16/2023 through 06/12/2023

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: **June 12, 2023**

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
Addison Lee, 3rd grade	WordMasters Challenge Gold Division Perfect Score on Final Challenge
Elsie Feipel, 3rd grade	WordMasters Challenge Gold Division Outstanding Score on Final Challenge
Kathryn Twist, 12th grade	All State Band
Parker Brom, 8th grade	Adapted Softball State Tournament Participant
Rowan Conway Engh, 12th grade	Adapted Softball State Tournament Participant
Nicolas Czaia, 10th grade	Adapted Softball State Tournament Participant
Gavin Farrand, 10th grade	Adapted Softball State Tournament Participant
Arianna Haines, 12th grade	Adapted Softball State Tournament Participant
Andrew Harmon, 12th grade	Adapted Softball State Tournament Participant

Anne Murnane, 11th grade	Adapted Softball State Tournament Participant
Margaret Murnane, 11th grade	Adapted Softball State Tournament Participant
Tristan Nunez, 8th grade	Adapted Softball State Tournament Participant
Anne Shervheim, 12th grade	Adapted Softball State Tournament Participant
Emelia Shervheim, 12th grade	Adapted Softball State Tournament Participant
Katherine Shervheim, 12th grade	Adapted Softball State Tournament Participant
Mackenzie Sletten-Nitsche, 11th grade	Adapted Softball State Tournament Participant
Colton Smith, 9th grade	Adapted Softball State Tournament Participant
Adam Tilsen, 8th grade	Adapted Softball State Tournament Participant
Cody Wagner, 12th grade	Adapted Softball State Tournament Participant
Erik Yates, 8th grade	Adapted Softball State Tournament Participant
Jadynn Yates, 11th grade	Adapted Softball State Tournament Participant
Easton Fiddle, 7th grade	Boys Golf State Tournament Participant
Ivory Drusch, 11th grade	Girls Golf State Tournament Participant
Kristina Pratt, 12th grade	Girls Golf State Tournament Participant
Chloe Barber, 12th grade	Girls Softball State Tournament Participant
Heidi Barber, 11th grade	Girls Softball State Tournament Participant
Madelyn Belisle, 10th grade	Girls Softball State Tournament Participant
Gabriella Casa De Calvo, 11th grade	Girls Softball State Tournament Participant
Lauren Elias, 9th grade	Girls Softball State Tournament Participant
Lillian Glendenning, 11th grade	Girls Softball State Tournament Participant
Clara Griebel, 12th grade	Girls Softball State Tournament Participant

Lily Howard, 10th grade	Girls Softball State Tournament Participant
Emma Larson, 11th grade	Girls Softball State Tournament Participant
Autumn Lund, 12th grade	Girls Softball State Tournament Participant
Annika Olsen, 12th grade	Girls Softball State Tournament Participant
Aubrey Parker, 10th grade	Girls Softball State Tournament Participant
Madelyn Pearson, 9th grade	Girls Softball State Tournament Participant
Sydney Schwartz, 12th grade	Girls Softball State Tournament Participant
Abby Taylor, 12th grade	Girls Softball State Tournament Participant
Paige Tubbesing, 11th grade	Girls Softball State Tournament Participant
Caleb Anderson, 11th grade	Boys Track and Field State Meet Participant
Logan Fisher, 10th grade	Boys Track and Field State Meet Participant
Jaden Gierok, 12th grade	Boys Track and Field State Meet Participant
Bennett Gilson, 12th grade	Boys Track and Field State Meet Participant
Keith Johnson, 11th grade	Boys Track and Field State Meet Participant
Tolu Oyekunle, 12th grade	Boys Track and Field State Meet Participant
Luke Williams, 11th grade	Boys Track and Field State Meet Participant
Temitope Adebisi, 12th grade	Girls Track and Field State Meet Participant
Grace Bailey, 10th grade	Girls Track and Field State Meet Participant
Gabrielle Bohrer, 10th grade	Girls Track and Field State Meet Participant
Lys-Aurele d'Almeida, 10th grade	Girls Track and Field State Meet Participant
Karen Enow, 9th grade	Girls Track and Field State Meet Participant
Sophia Haley, 10th grade	Girls Track and Field State Meet Participant

Alyssa Hamlin, 10th grade	Girls Track and Field State Meet Participant
Addison Hemquist, 10th grade	Girls Track and Field State Meet Participant
Nola Hipkins, 12th grade	Girls Track and Field State Meet Participant
Elaina Hosfield, 8th grade	Girls Track and Field State Meet Participant
Alivia Luger, 11th grade	Girls Track and Field State Meet Participant
Autumn Maki, 11th grade	Girls Track and Field State Meet Participant
Kamaria Newton, 12th grade	Girls Track and Field State Meet Participant
Katelyn Porter, 12th grade	Girls Track and Field State Meet Participant
Keira Windish, 11th grade	Girls Track and Field State Meet Participant
Amelia Ahrens, 10th grade	Girls Ultimate Frisbee State Tournament Participant
Hannah Ahrens, 12th grade	Girls Ultimate Frisbee State Tournament Participant
Josephine Coffey, 9th grade	Girls Ultimate Frisbee State Tournament Participant
Chloe Dougherty, 9th grade	Girls Ultimate Frisbee State Tournament Participant
Lucille Fleming, 12th grade	Girls Ultimate Frisbee State Tournament Participant
Jessica Grann, 11th grade	Girls Ultimate Frisbee State Tournament Participant
Danae Grund, 10th grade	Girls Ultimate Frisbee State Tournament Participant
Morgan Grund, 12th grade	Girls Ultimate Frisbee State Tournament Participant
Kyra Grunewald, 12th grade	Girls Ultimate Frisbee State Tournament Participant
Malia Hasselius, 12th grade	Girls Ultimate Frisbee State Tournament Participant
Victoria Humphrey, 11th grade	Girls Ultimate Frisbee State Tournament Participant
Natalie Jents, 9th grade	Girls Ultimate Frisbee State Tournament Participant
Ashley Johnson, 12th grade	Girls Ultimate Frisbee State Tournament Participant

Skylar Johnson, 11th grade	Girls Ultimate Frisbee State Tournament Participant
Adina Klawiter, 10th grade	Girls Ultimate Frisbee State Tournament Participant
Xiaoyun Liang, 12th grade	Girls Ultimate Frisbee State Tournament Participant
Madison Loberg, 12th grade	Girls Ultimate Frisbee State Tournament Participant
Maddison Lydon, 9th grade	Girls Ultimate Frisbee State Tournament Participant
Luisa Maruyama, 9th grade	Girls Ultimate Frisbee State Tournament Participant
Emma Masso, 12th grade	Girls Ultimate Frisbee State Tournament Participant
Audrey McGladdery, 9th grade	Girls Ultimate Frisbee State Tournament Participant
Marion Moore, 12th grade	Girls Ultimate Frisbee State Tournament Participant
Nora Oslund, 12th grade	Girls Ultimate Frisbee State Tournament Participant
Leilani Richnofsky, 12th grade	Girls Ultimate Frisbee State Tournament Participant
Elena Vlieger, 10th grade	Girls Ultimate Frisbee State Tournament Participant
Vera Zech, 11th grade	Girls Ultimate Frisbee State Tournament Participant
Kaylee Zimmerman, 12th grade	Girls Ultimate Frisbee State Tournament Participant

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **June 12, 2023**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

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

D. DISCUSSION ITEMS

AGENDA ITEM: **Radon Testing Results**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

Earlier this year, all of our buildings were tested for the presence of radon in accordance with the State's Radon Testing Plan. Dan Roeser, Director of Building Operations will summarize the results before they are submitted to the Minnesota Department of Health.

According to Minnesota Statute 123B.571, school districts that receive health and safety revenue to conduct radon testing must conduct the testing according to the state's "Radon Testing Plan."

- Radon testing and mitigation must be conducted by licensed individuals (according to MN Statute 144.4961 Minnesota Radon Licensing Act)
- Testing and mitigation must comply with the Minnesota Radon Licensing Act (MN Statute 144.4961) and the MN Administrative Rules (4620.7000 – 4620.7950), which include the ANSI/AARST standards "Protocol for Conducting Measurements of Radon and Radon Decay Products in Schools and Large Buildings" and "Radon Mitigation Standards for Schools and Large Buildings" or the successor ANSI/AARST standards
- Testing is conducted between November 1 and March 31
- Conduct testing with short-term tests
- Conduct testing on school days or with HVAC operating under occupied conditions
- Test all occupied and intended to be occupied rooms in contact with the ground, 10% of upper floor rooms, and other rooms specified in the ANSI/AARST standard
- Conduct follow-up testing in rooms that have radon > 4 pCi/L and other rooms specified in the ANSI/AARST standard
- Mitigate occupied and intended to be occupied rooms that have radon > 4 pCi/L
- Re-test the building after mitigation to verify radon reduction
- Report radon test results at a school board meeting
- Report all radon test results to MDH on the "School Radon Testing Form" at the conclusion of the testing project (after follow-up testing, mitigation and post-mitigation testing have been completed)

AGENDA ITEM: **Policy 204, School Board Meeting Minutes**
MEETING DATE: **June 12, 2023**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

School Board Policy 204, School Board Meeting Minutes, 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 legal references.

The purpose of this policy is to establish procedures relating to the maintenance of records of the School Board and the publication of its official proceedings.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the July 10, 2023 or a subsequent School Board meeting agenda for action.

Adopted: November 13, 1995
Revised: May 9, 2005
Revised: March 9, 2009
Revised: February 13, 2017
Revised: _____

*White Bear Lake Area
School District #624 Policy 204*

Revised: July 13, 2020

204 SCHOOL BOARD MEETING MINUTES

I. PURPOSE

The purpose of this policy is to establish procedures relating to the maintenance of records of the School Board and the publication of its official proceedings.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to maintain its records so that they will be available for inspection by members of the general public and to provide for the publication of its official proceedings in compliance with law.

III. MAINTENANCE OF MINUTES AND RECORDS

A. The School Board Clerk shall keep and maintain permanent records of the School Board, including records of the minutes of School Board meetings and other required records of the School Board. All votes taken at meetings required to be open to the public pursuant to the Minnesota Open Meeting Law shall be recorded in a minute book kept for that purpose. Public records maintained by the school district shall be available for inspection by members of the public during the regular business hours of the school district. Minutes of meetings shall be available for inspection at the administrative offices of the school district after they have been prepared, and posted on the school district website. Minutes of a School Board meeting shall be approved or modified by the School Board at a subsequent meeting, which action shall be reflected in the official proceedings of that subsequent meeting.

B. Recordings of Closed Meetings

1. All closed meetings, except those closed as permitted by the attorney-client privilege, must be electronically recorded at the expense of the school district. Recordings of closed meetings shall be made separately from the recordings of an open meeting, to the extent such meetings are recorded. If a meeting is closed to discuss more than one (1) matter, each matter shall be separately recorded.

2. Recordings of closed meetings shall be preserved by the school district for the following time periods:
 - a. Meetings closed to discuss labor negotiations strategy shall be preserved for two (2) years after the contract is signed.
 - b. Meetings closed to discuss security matters shall be preserved for at least four (4) years.
 - c. Meetings closed to discuss the purchase or sale of property shall be preserved for at least eight (8) years after the date of the meeting.
 - d. All other closed meetings shall be preserved by the school district for at least three (3) years after the date of the meeting.
 - e. Following the expiration of the above time periods, recordings of closed meetings shall be maintained as set forth in the school district's Records Retention Schedule.
3. Recordings of closed meetings shall be classified by the school district as protected nonpublic data that is not accessible by the public or any subject of the data, with the following exceptions:
 - a. Recordings of labor negotiations strategy meetings shall be classified as public data and made available to the public after all labor contracts are signed by the school district for the current budget period.
 - b. Recordings of meetings related to the purchase or sale of property shall be classified as public data and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school district has abandoned the purchase or sale.
 - c. Recordings of any other closed meetings shall be classified and/or released as required by court order.
4. Recordings of closed meetings shall be maintained separately from recordings of open meetings, to the extent recordings of open meetings are maintained by the school district, with the exception of recordings that have been classified as public data as set forth in Section III.B.3. above. Recordings of closed meetings classified as nonpublic data also shall be maintained in a secure location, separate from recordings classified as public data.

5. Recordings of closed meetings shall be maintained in a manner to easily identify the data classification of the recording. The recordings shall be identified with at least the following information:
 - a. The date of the closed meeting;
 - b. The basis upon which the meeting was closed (i.e.: labor negotiations strategy, purchase or sale of real property, educational data, etc.); and
 - c. The classification of the data.
6. Recordings of closed meetings related to labor negotiations strategy and the purchase or sale of property shall be maintained and monitored in a manner that reclassifies the recording as public upon the occurrence of an event reclassifying that data as set forth in Section III.B.3. above.

IV. PUBLICATION OF OFFICIAL PROCEEDINGS

- A. The School Board shall cause its official proceedings to be published once in the official newspaper of the school district within thirty (30) days of the meeting at which the proceedings occurred; however, if the School Board conducts regular meetings not more than once every thirty (30) days, the School Board need not publish the minutes until ten (10) days after they have been approved by the School Board.
- B. The proceedings to be published shall be sufficiently full to fairly set forth the proceedings. They must include the substance of all official actions taken by the School Board at any regular or special meeting, and at minimum must include the subject matter of a motion, the persons making and seconding the motion, a listing of how each member present voted on the motion, the character of resolutions offered including a brief description of their subject matter and whether adopted or defeated. The minutes and permanent records of the School Board may include more detail than is required to be published with the official proceedings. If the proceedings have not yet been approved by the School Board, the proceedings to be published may reflect that fact.
- C. The proceedings to be published may be a summary of the essential elements of the proceedings, and/or of resolutions and other official actions of the School Board. Such a summary shall be written in a clear and coherent manner and shall, to the extent possible, avoid the use of technical or legal terms not generally familiar to the public. When a summary is published, the publication shall clearly indicate that the published material is only a summary, the full text is available for public inspection at the administrative offices of the school district and that a

copy of the proceedings, other than attachments to the minutes, is available without cost at the administrative offices of the school district or by means of standard or electronic mail.

Legal references: Minn. Stat. § 13D.01, Subd. 4-6 (Open Meeting Law)
Minn. Stat. § 123B.09, Subd. 10 (Boards of Independent School Districts~~Publishing Proceedings~~)
Minn. Stat. § 123B.14, Subd.7 (Officers of Independent School Districts~~Record of Meetings~~)
Minn. Stat. § 331A.01 (Definition)
Minn. Stat. § 331A.05, Subd. 8 (Form of Public Notices~~Notice Regarding Published Summaries~~)
Minn. Stat. § 331A.08, Subd. 3 (Computation of Time~~Publication of Proceedings~~)
Op. Atty. Gen. 161-a-20, (December 17, 1970);
Ketterer v. Independent School District No. 1, 248 Minn. 212, 79 N.W. 2d 428 (1956).

Cross References: WBLASB Policy 205 (Open Meetings and Closed Meetings)
MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties

AGENDA ITEM: **Policy 205, Open Meetings and Closed Meetings**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 205, Open Meetings and Closed Meetings, 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, III, and IV, and the legal and cross references.

The purpose of this policy is to provide guidelines to assure the rights of the public to be present at School Board meetings, while also protecting an individual's rights to privacy under law, and to close meetings when the public interest so requires it as recognized by law.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the July 10, 2023 or a subsequent School Board meeting agenda for action.

Adopted: November 13, 1995
Revised: August 25, 2003
Revised: May 9, 2005
Revised: December 14, 2009
Revised: December 10, 2012
Revised: October 8, 2018
Revised: July 13, 2020

*White Bear Lake Area
School District #624 Policy 205*

Revised: November 8, 2010
Revised: November 11, 2013
Revised: October 14, 2019
Revised: _____

205 OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

- A. The School Board embraces **accountability and transparency** ~~the philosophy of openness~~ in the conduct of its business, in the belief that openness produces better programs, more efficiency in administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The School Board shall conduct its business under a presumption of openness. At the same time, the School Board recognizes and respects the privacy rights of individuals as provided by law. The School Board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the School Board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at School Board meetings, while also protecting **an** ~~the~~ individual's rights to privacy under law, and to close meetings when the public interest so requires it as recognized by law.

II. GENERAL STATEMENT OF POLICY

- A. Except as otherwise expressly provided by statute, all meetings of the School Board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

"Meeting" means a gathering of at least a quorum **or more of School Board** ~~members of the School Board~~, or quorum of a committee or subcommittee of School Board members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the School Board. The term does not include a chance or social gathering.

IV. PROCEDURES

- A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the School Board shall be kept on file at the school district ~~its primary~~ offices. If the School Board decides to hold a regular meeting at a time or place different from the time or place stated in its regular meeting schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

- a. For a special meeting, the School Board shall post written notice of the date, time, place, and purpose of the meeting on the ~~principal~~ designated bulletin board of the school district or on the door of the School Board's usual meeting room if there is no ~~principal~~ designated bulletin board, and on the school district website. The School Board's actions at the special meeting are limited to those topics included in the notice.
- b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings. This notice shall be posted and mailed or delivered at least three days before the date of the meeting.
- c. ~~This notice shall be physically posted, and posted on the school district website, and mailed or delivered at least three days before the date of the meeting.~~ As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the School Board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
- d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the School Board is required to send notice to that person only concerning those particular subjects.
- e. The School Board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than sixty (60) days before the expiration date of request for notice, the School Board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

- a. An emergency meeting is a special meeting called because of circumstances that, in the **School Board's** judgment ~~of the School Board~~, require immediate consideration.
- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.
- c. The School Board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
- d. Notice of the emergency meeting shall be given by electronic means or any other method used to notify the members of the School Board.
- e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the School Board members.
- f. Notice shall include the subject of the meeting.
- g. Posted or published notice of an emergency meeting shall not be required.
- h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

6. Actual Notice

If a person receives actual notice of a meeting of the School Board at least twenty-four (24) hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

7. Health Meetings During Pandemic or Declared Chapter 12 Emergency

In the event of a health pandemic or an emergency declared under Minnesota Statutes chapter. State. Ch. 12, a meeting may be conducted by telephone or other electronic interactive technology means in compliance with Minnesota Statutes section. Stat. § 13D.021.

B. Votes

The votes of School Board members shall be recorded in a journal or minutes book kept for that purpose, ~~and the~~ journal or any minutes used to record votes of a meeting must be open ~~book shall be available~~ to the public during all normal business hours at the school district's administrative offices ~~of the school district~~.

C. Written Materials

1. In any open meeting, a copy of any printed materials, including electronic communications, relating to the agenda items of the meeting prepared or distributed by or at the direction of the School Board or its employees and distributed to or available to all School Board members shall be available in the meeting room for inspection by the public while the School Board considers their subject matter.
2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Open Meetings and Data

1. Meetings may not be closed ~~merely because the~~ to discuss data to be discussed that are not public data, except as provided under Minnesota law.
2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the School Board's authority and is reasonably necessary to conduct the business or agenda item before the School Board.

3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy

- a. The School Board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota's Public Employment Labor Relations Act (PELRA).
- b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of School Board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings of a closed meeting to discuss negotiation strategies shall be tape recorded, and the tape recording shall be preserved for two (2) years after the contract discussed at the meeting is signed. The recording shall be made available to the public in accord with state law.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation ~~sessions~~ meetings, and hearings between the School Board and its employees or their respective representatives are public meetings. Mediation meetings may be except when closed only by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods are prohibited in mediation meetings closed by the BMS.

3. Preliminary Consideration of Allegations or Charges

The School Board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the School Board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded

at the expense of the school district, and the recording must be preserved for at least three (3) years after the date of the meeting. The recording is not available to the public.

4. Performance Evaluations

The School Board may close a meeting to evaluate the performance of an individual who is subject to its authority. The School Board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the School Board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three (3) years after the date of the meeting. The recording of a meeting closed to evaluate the performance of an employee is classified as private data and may not be released without the employee's consent.
~~The recording is not available to the public.~~

5. Attorney-Client Privilege Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the School Board needs advice above the level of general legal advice, for example i.e., regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

6. Dismissal Hearing

- a. A hearing on ~~the~~ dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the student, parent, or guardian requests an open hearing.

- c. To the extent a teacher or student dismissal hearing is held before the School Board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three (3) years after the date of the meeting. The recording is not available to the public.

7. Coaches; Opportunity to Respond

- a. If the School Board has declined to renew the coaching contract of a licensed or nonlicensed head varsity coach, it must notify the coach within **fourteen (14)** days of that decision.
- b. If the coach requests the reasons for the nonrenewal, the School Board must give the coach **its** ~~the~~ reasons in writing within **ten (10)** days of receiving the request. **The existence of parent complaints must not be the sole reason for the School Board not to renew a coaching contract.**
- c. On the request of the coach, the School Board must provide the coach with a reasonable opportunity to respond to the reasons at a School Board meeting.
- d. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by **Minnesota Statutes section. Stat. § 13D.05, Subd. 2,** to discuss educational or certain other nonpublic data.
- e. A ~~closed~~ meeting **closed for this purpose** must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three (3) years after the date of the meeting. The recording is not available to the public.

8. Meetings to Discuss Certain Nonpublic Data

- a. Any portion of a meeting must be closed if the following types of data are discussed:
 - (1)** ~~a-~~ data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
 - (2)** ~~b-~~ active investigative data collected or created by a law enforcement agency;

(3) ~~e-~~ educational data, health data, medical data, welfare data, or mental health data that are not public data, or

(4) ~~d-~~ an individual's personal medical records.

(5) ~~e-~~ A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three (3) years after the date of the meeting. The recording is not available to the public.

9. Purchase and Sale of Property

a. The School Board may close a meeting:

(1) to determine the asking price of real or personal property to be sold by the school district;

(2) to review confidential or nonpublic appraisal data; and

(3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

b. Before closing the meeting, the School Board must identify on the record the particular real or personal property that is the subject of the closed meeting.

c. The closed meeting must be tape recorded at the expense of the school district. The tape must be preserved for eight (8) years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the School Board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of School Board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.

d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the School Board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

10. Security Matters

- a. The School Board may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.
- b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.
- c. Before closing a meeting, the School Board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.
- d. The closed meeting must be tape recorded at the expense of the school district and the recording must be preserved for at least four (4) years.

11. Other Meetings

Other meetings shall be closed as provided by law, except as provided above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three (3) years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

The School Board shall provide notice of a closed meeting just as for an open meeting. A School Board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the School Board shall state on the-record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

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

Minn. Stat. Ch. 13D (Open Meeting Law)

Minn. Stat. § 121A.47, Subd. 5 (Exclusion and Espulsion Procedures~~Student Dismissal Hearing~~)

Minn. Stat. § 122A.33, Subd. 3 (License and Degree Exemption for Head Coach~~Coaches; Opportunity to Respond~~)

Minn. Stat. § 122A.40, Subd. 14 (Employment; Contracts; Termination~~Teacher Discharge Hearing~~)

Minn. Stat. § 179A.14, Subd. 3 (~~Negotiation Procedures~~ Labor Negotiations)

Minn. Rules ~~CH. Part~~ 5510.2810 (~~Petition for Mediation~~ Bureau of Mediation Services)

Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)

Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)

The Free Press v. County of Blue Earth, 677 N.W. 2d 471 (Minn. App. 2004)

Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)

Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993).

Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988).

Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983).

Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)

~~Dept. of Admin. Advisory Op. No. 21-003 (April 19, 2021)~~

~~Dept. of Admin. Advisory Op. No. 21-002 (January 13, 2021)~~

~~Dept. of Admin. Advisory Op. No. 19-012 (October 24, 2019)~~

Dept. of Admin. Advisory Op. No. 19-008 (May 22, 2019)

Dept. of Admin. Advisory Op. No. 19-006 (April 9, 2019)

Dept. of Admin. Advisory Op. No. 18-019 (December 28, 2018)

Dept. of Admin. Advisory Op. No.17-005 (June 22, 2017)

Dept. of Admin. Advisory Op. No. 13-009 (March 19, 2013)

Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)

Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)

Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)

Dept. of Admin. Advisory Op. No. 09-00 (September 8, 2009)

Dept. of Admin. Advisory Op. No.08-015 (July 9, 2008)

Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)

Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

Cross References: WBLASB Policy 204 (School Board Meeting Minutes)
WBLASB Policy 206 (Public Participation in School Board Meetings/
Complaints about Persons at School Board Meetings and Data
Privacy Considerations)
WBLASB Policy 207 (Public Hearings)
WBLASB Policy 406 (Public and Private Personnel Data)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
~~MSBA Service Manual, Chapter 13, School~~ Law Bulletin “C”
(Minnesota’s Open Meeting Law)

AGENDA ITEM: **Policy 206, Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 206, Public Participation in School Board Meetings/Complaints About Persons at School Board Meetings and Data Privacy Considerations, 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, II, III, IV, V, VI, and VII, and the legal and cross references.

The purpose of this policy is to provide procedures to assure open and orderly public discussion as well as to protect the due process and privacy rights of individuals under the law.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the July 10, 2023 or a subsequent School Board meeting agenda for action.

Adopted: November 13, 1995
Revised: August 25, 2003
Revised: January 10, 2005
Revised: November 8, 2007
Revised: November 8, 2010
Revised: December 10, 2012
Revised: July 13, 2020

*White Bear Lake Area
School District #624 Policy 206*

Revised: April 13, 2009
Revised: October 10, 2011
Revised: November 12, 2018
Revised: _____

206 PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS/COMPLAINTS ABOUT PERSONS AT SCHOOL BOARD MEETINGS AND DATA PRIVACY CONSIDERATIONS

I. PURPOSE

- A. The School Board recognizes the value of participation by the public in deliberations and decisions on school district matters. At the same time, the School Board recognizes the importance of conducting orderly and efficient proceedings, with opportunity for expression of all participants' respective views.
- B. The purpose of this policy is to provide procedures to assure open and orderly public **participation** ~~discussion~~ as well as to protect the due process and privacy rights of individuals under the law.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the School Board is to encourage discussion by persons of subjects related to the management of the school district at School Board meetings. The School Board may adopt reasonable time, place and manner restrictions on public expression in order to facilitate **participation** ~~free discussion~~ by all interested parties.
- B. The School Board shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students.

III. DEFINITIONS

- A. "Educational data" means data maintained by the school district which relates to a student.
- B. "Personnel data" means government data on individuals maintained because the individual is or was an employee or applicant for employment. For purposes of this policy, "employee" includes a volunteer, an independent contractor, and a member of an advisory board.
- C. Personnel data on current and former employees that is "public" includes: Name; employee identification number, which must not be the

employee's social security number; actual gross salary; salary range; terms and conditions of employment relationship; contract fees; actual gross pension; the value and nature of employer-paid fringe benefits; the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary; bargaining unit; job title; job description; education and training background; previous work experience; date of first and last employment; the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action; the final disposition of any disciplinary action as defined in Minnesota Statutes section ~~Stat. §~~ 13.43, subdivision ~~Subd.~~ 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the public body; the terms of any agreement settling any dispute arising out of the employment relationship, including a buyout agreement as defined in Minnesota Statutes section ~~Stat. §~~ 123B.143, subdivision ~~Subd.~~ 2, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money; work location; a work telephone number; badge number; work-related continuing education; honors and awards received; and payroll time sheets or other comparable data that are only used to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data.

- D. Personnel data on current and former applicants for employment that is "public" includes: Veteran status; relevant test scores; rank on eligible list; job history; education and training; and work availability. Names of applicants shall be private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the appointing authority to be finalists for a position in public employment. For purposes of this subdivision, "finalist" means an individual who is selected to be interviewed by the appointing authority prior to selection.
- E. "Private Data About Applicants" means: Data about applicants for appointments to a public body including a School Board, collected by the school district as a result of the applicant's application for appointment to the public body are private data on individuals, except that the following are public: name; city of residence, except where the appointment has a residency requirement that requires the entire address to be public; education and training; employment history; volunteer work; awards and honors; prior government service; and any data required to be provided or that is voluntarily provided in an application to a multi-member agency pursuant to Minnesota Statutes section ~~Stat. §~~ 15.0597, and veteran status. Once an individual has been appointed to a public body, the following additional items of data are

public: residential address and either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee; the first and last dates of service on the public body; the existence and status of any complaints or charges against an appointee; and, upon completion of an investigation of a complaint or charge against an appointee; and, upon completion of an investigation of a complaint or charge against an appointee, the final investigative report unless access to the data would jeopardize an active investigation. Any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

- F. "Student" means an individual currently or formerly enrolled or registered in the school district, or applicants for enrollment, or individuals who receive shared time services.

IV. RIGHTS TO PRIVACY

- A. School district employees have a legal right to privacy related to matters which may come before the School Board, including, but not limited to, the following:
1. right to a private hearing for teachers, pursuant to Minnesota Statutes section ~~Stat. §~~ 122A.40, Subd. 14 (Teachers Discharge Hearing);
 2. right to privacy of personnel data as provided by Minnesota Statutes section ~~Stat. §~~ 13.43 (Personnel Data);
 3. right to consideration by the School Board of certain data treated as not public as provided in Minnesota Statutes section ~~Stat. §~~ 13.D.05 (Not Public Data).
 4. right to private hearing for licensed or nonlicensed head varsity coaches to discuss reasons for nonrenewal of a coaching contract pursuant to Minnesota Statutes section ~~Stat. §~~ 122A.33, Subd. 3.
- B. School district students have a legal right to privacy related to matters which may come before the School Board, including, but not limited to, the following:
1. right to a private hearing, Minnesota Statutes section ~~Stat. §~~ 121A.47, Subd. 5 (Student Dismissal Hearing);

2. right to privacy of educational data, ~~Minnesota Statutes section Stat. §~~ 13.32 (Educational Data); 20 ~~United States Code section .S.C. §~~ 1232g (FERPA);
3. right to privacy of complaints as provided by child abuse reporting and discrimination laws, ~~Minnesota Statutes chapter 260E Stat. §~~ ~~626.556~~ (Reporting of Maltreatment of Minors) and ~~Minnesota Statutes chapter Stat. Ch.~~ 363A (Minnesota Human Rights Act).

V. THE PUBLIC'S OPPORTUNITY TO BE HEARD

The School Board will strive to give all persons an opportunity to be heard and to have complaints considered and evaluated within the limits of the law and this policy and subject to reasonable time, place and manner restrictions. Among the rights available to the public is the right to access public data as provided by ~~Minnesota Statutes section Stat. §~~ 13.43, ~~subdivision Subd.~~ 2 (Public Data).

VI. PROCEDURES

A. Agenda items

1. Persons who wish to have a subject discussed at a public School Board meeting are encouraged to notify the Superintendent's office in advance of the School Board meeting. Each person should provide ~~their his or her~~ name, ~~address~~, the name of the group represented (if any), and the subject to be covered or the issue to be addressed.
2. Persons who wish to address the School Board on a particular subject should identify the subject and identify agenda item(s) to which their comments pertain.
3. The School Board Chair will recognize one speaker at a time, and will rule out of order other speakers who are not recognized. Only those speakers recognized by the School Board Chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the School Board, or the proceedings may be directed to leave.
4. The School Board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the School Board. If a group or organization wishes to address the School Board on a topic, the School Board reserves the right to require designation of one or more representatives or spokespersons to speak on behalf of the group or organization.

5. Matters proposed for placement on the agenda which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the School Board in accordance with governing law.
6. The School Board Chair shall promptly rule out of order any discussion by any person, including School Board members, that would violate the provisions of state or federal law, this policy, or the statutory rights of privacy of an individual.
7. Personal attacks by anyone addressing the School Board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the School Board.
8. Depending upon the number of persons in attendance seeking to be heard, the School Board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient and fair opportunity for those present to be heard.

B. Complaints

1. Routine complaints about a teacher or other employee should first be directed to that teacher or employee or to the employee's immediate supervisor.
2. If the complaint is against an employee relating to child abuse, discrimination, racial, religious, or sexual harassment, or other activities involving an intimidating atmosphere, the complaint should be directed to the employee's supervisor or other official as designated in the school district policy governing that kind of complaint. In the absence of a designated person, the matter should be referred to the Superintendent or if the complaint has to do with the Superintendent, the matter should be referred to the School Board Chair or Director of Human Resources.
3. Unresolved complaints from Paragraph 1 of this section or problems concerning the school district should be directed to the Superintendent's office.
4. Complaints which are unresolved at the Superintendent's level may be brought before the School Board by notifying the School Board in writing.

C. Open Forum

The School Board shall normally provide a specified period of time when persons may address the School Board on any topic, subject to the limitations of this policy. The School Board reserves the right to allocate a specific period of time for this purpose and limit time for speakers accordingly.

The School Board may decide to hold certain types of public meetings where the public will not be invited to address the School Board. Possible examples are work sessions and Board retreats. The public will still be entitled to notice of these meetings and will be allowed to attend these meetings, but the public will not be allotted time during the meeting to address the School Board.

D. No School Board Action at Same Meeting

Except as determined by the School Board to be necessary or in an emergency, the School Board will not take action at the same meeting on an item raised for the first time by the public.

VII. PENALTIES FOR VIOLATION OF DATA PRIVACY

- A. The school district is liable for damages, costs and attorneys' fees, and in the event of a willful violation, punitive damages for violation of state data privacy laws. (Minnesota Statutes section. Stat. § 13.08, subdivision Subd. 1)
- B. A person who willfully violates data privacy or whose conduct constitutes the knowing unauthorized acquisition of not public data is guilty of a misdemeanor. (Minnesota Statutes section. Stat. § 13.09)
- C. In the case of an employee, willful violation of the Minnesota data practices law, Chapter 13, and any rules adopted thereunder, including any action subject to a criminal penalty, constitutes just cause for suspension without pay or dismissal. (Minnesota Statutes section. Stat. § 13.09)

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 13.601, Subd. 3 (Applicants for Appointments)
Minn. Stat. § 13D.05 (Meetings Have Data Classified as Public Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Exclusion and Expulsion Procedures; Closed or Open Meeting Student Dismissal Hearing)
Minn. Stat. § 121A.33 Subd. 3 (License and Degree Exemption for Head Coach; Notice of Nonrenewal; Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40 Subd. 14 (Employment; Contracts; Termination; Hearing Procedures Teacher Discharge Hearing)

Minn. Stat. § 122A.44 (Contracting with Teachers; Substitute Teachers)
Minn. Stat. § 123B.02, Subd. 14 (General Powers of Independent School Districts; Employees; Contracts for Services)
Minn. Stat. § 123B.143, Subd. 2 (Superintendents; Disclose Past Buyouts or Contract is Void)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. Ch. 260E ~~§ 626.556~~ (Reporting of Maltreatment of Minors)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
Minn. Op. Atty. Gen. No. 852 (July 14, 2006)

Cross References: WBLASB Policy 205 (Open Meetings and Closed Meetings)
WBLASB Policy 207 (Public Hearings)
WBLASB Policy 406 (Public and Private Personnel Data)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
MSBA ~~Service Manual, Chapter 13~~, School Law Bulletin “C” (Minnesota’s Open Meeting Law)
MSBA ~~Service Manual Chapter 13~~, School Law Bulletin “I” (School Records-Privacy-Access to Data)

AGENDA ITEM: **Policy 207, Public Hearings**
MEETING DATE: **June 12, 2023**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

School Board Policy 207, Public Hearings, 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, II, and III, and the legal references.

The purpose of this policy is to establish procedures to efficiently receive public input.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the July 10, 2023 or a subsequent School Board meeting agenda for action.

Adopted: November 13, 1995
Revised: December 13, 2010
Revised: July 13, 2020
Revised: _____

White Bear Lake Area
School District #624 Policy 207

207 PUBLIC HEARINGS

I. PURPOSE

The School Board recognizes the importance of obtaining public input on matters properly before the School Board during a public hearing. The purpose of this policy is to establish procedures to efficiently receive public input.

II. GENERAL STATEMENT OF POLICY

~~In order for~~ For the School Board to efficiently receive public input on matters properly before the School Board, the School Board establishes the procedures set forth in this policy are established ~~by the School Board~~.

III. PROCEDURES

A. Public Hearings

Public hearings are required by law ~~to be held~~ concerning certain issues, including but not limited to, school closings (Minnesota Statutes section ~~Stat. §~~ 123B.51), education district establishment (Minnesota Statutes section ~~Stat. §~~ 123A.15), and agreements for secondary education (Minnesota Statutes section ~~Stat. §~~ 123A.30). Additionally, other public hearings may be held by the School Board on school district matters at the School Board's discretion ~~of the School Board~~.

B. Notice of Public Hearings

Public notice of a public hearing required by law shall be given as provided by the enabling legislation. Public notice of other hearings shall be given in the manner required for a regular meeting if held in conjunction with a regular meeting, in the manner required for a special meeting if held in conjunction with a special meeting, or as otherwise determined by the School Board.

C. Public Participation

The School Board retains the right to require that those in attendance at a public hearing indicate their desire to address the School Board and complete and file with the clerk of the School Board an appropriate request card or sign up on a sign up sheet prior to ~~the~~ commencement of the hearing if the School Board utilizes this procedure. In that case, any

request to address the School Board after the commencement of the hearing will be granted only at the **School Board's** discretion ~~of the School Board~~.

1. Format of Request: If required by the School Board, a written request of an individual or a group to address the School Board shall contain the name and address of the person or group seeking to address the School Board. It shall also contain the name of the group represented, if any, and a brief statement of the subject to be covered or the issue to be addressed.
2. Time Limitation: The School Board retains the discretion to limit the time for each presentation as needs dictate.
3. Groups: The School Board retains the discretion to require that any group of persons who desire to address the School Board designate one representative or spokesperson. ~~In the event that~~ **If** the School Board requires ~~the~~ designation of a representative or spokesperson, no other person in the group will be recognized to address the School Board, except as **the School Board** otherwise determines ~~by the School Board~~.
4. Privilege to Speak: A School Board member should direct **any** remarks or questions through the Chair. Only those speakers recognized by the Chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the School Board, or the proceedings may be directed to leave.
5. Personal Attacks: Personal attacks by anyone addressing the School Board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the School Board.
6. Limitations on Participation: Depending upon the number of persons in attendance seeking to be heard, the School Board reserves the right to impose such other limitations and restrictions as necessary ~~in order~~ to provide an orderly, efficient and fair opportunity ~~for those present~~ to be heard.

Legal References: Minn. Stat. § 123A.15 (**Establishing** Education Districts **Establishment**)

Minn. Stat. § 123A.30 (Agreements for Secondary Education)

Minn. Stat. § 123B.51 (School Closings)

Cross References: WBLASB Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)

AGENDA ITEM: **Policy 208, Development, Adoption, and Implementation of Policies**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 208, Development, Adoption, and Implementation of Policies, 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 V.

The purpose of this policy is to emphasize the importance of the policy-making role of the School Board and provide the means for it to continue to be an ongoing effort.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the July 10, 2023 or a subsequent School Board meeting agenda for action.

Adopted: November 13, 1995
Revised: August 25, 2003
Revised: January 10, 2005
Revised: December 14, 2009
Revised: July 13, 2020

*White Bear Lake Area
School District #624 Policy 208*

Revised: October 10, 2011
Revised: _____

208 DEVELOPMENT, ADOPTION, AND IMPLEMENTATION OF POLICIES

I. PURPOSE

The purpose of this policy is to emphasize the importance of the policy-making role of the School Board and provide the means for it to continue to be an ongoing effort.

II. GENERAL STATEMENT OF POLICY

Formal guidelines are necessary to ensure the school community that the school system responds to its mission and operates in an effective, efficient and consistent manner. A set of written policy statements shall be maintained and modified as needed. Policies should define the desire and intent of the School Board and should be in a form which is sufficiently explicit to guide administrative action.

III. DEVELOPMENT OF POLICY

- A. The School Board has jurisdiction to legislate policy for the school district with the force and effect of law. School Board policy provides the general direction as to what the School Board wishes to accomplish while delegating implementation of policy to the administration.
- B. The School Board's written policies provide guidelines and goals to the school community. The policies shall be the basis for the formulation of guidelines and directives by the administration. The School Board shall determine the effectiveness of the policies by evaluating periodic reports from the administration.
- C. Policies may be proposed by a School Board member, employee, student or resident of the school district. Proposed policies or ideas shall be submitted to the Superintendent for review prior to possible placement on the School Board agenda.

IV. ADOPTION OF POLICY

- A. The School Board shall give notice of proposed policy changes or adoption of new policies by placing the item on the agenda of two School Board meetings. The proposals shall be distributed and public

comment will be allowed at both meetings prior to final School Board action.

- B. The final action taken to adopt the proposed policy shall be approved by a simple majority vote of the School Board at a subsequent meeting after the meetings at which public input was received. The policy will be effective on the date of passage or the date stated in the motion.
- C. In the case of an emergency, a new or modified policy may be adopted by a majority vote of a quorum of the School Board. A statement regarding the emergency and the need for immediate adoption of the policy shall be included in the minutes. The emergency policy shall expire within one year following the emergency action unless the policy adoption procedure stated above is followed and the policy is reaffirmed. The School Board shall have discretion to determine what constitutes an emergency situation.
- D. If a policy is modified with minor changes that do not affect the substance of the policy or because of a legal change over which the School Board has no control, the modified policy may be approved at one meeting at the discretion of the School Board.

V. IMPLEMENTATION OF POLICY

- A. The Superintendent shall be responsible for implementing School Board policies, other than the policies that cover how the School Board will operate. The Superintendent shall develop administrative guidelines and directives to provide greater specificity and consistency in the process of implementation. These guidelines and directives, including employee and student handbooks, shall be subject to annual review and approval by the School Board.
- B. Each School Board member shall have access to this policy manual, and all policies shall be placed on the district website. Manuals shall be available in the central office and made available for reference purposes to other interested persons.
- C. The Superintendent, employees designated by the Superintendent, and individual School Board members shall be responsible for keeping the policy manuals current.
- D. The School Board shall review policies at least once every three years. The Superintendent shall be responsible for developing a system of periodic review, addressing approximately one-third of the policies annually. In addition, the School Board shall review the following policies annually: ~~410, Family and Medical Leave Policy; 413, Harassment and Violence; 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse; 415, Mandated Reporting of Maltreatment of Vulnerable Adults;~~

506 Student Discipline; ~~514, Bullying Prohibition; 522, Student Sex Nondiscrimination; 524, Internet Acceptable Use and Safety Policy; 616, School District System Accountability;~~ 722 Public Data Requests; and 806 Crisis Management Policy.

- E. When no School Board policy exists to provide guidance on a matter, the Superintendent is authorized to act appropriately under the circumstances keeping in mind the educational philosophy and financial condition of the school district. Under such circumstances, the Superintendent shall advise the School Board of the need for a policy and present a recommended policy to the School Board for approval.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers)
Minn. Stat. § 123B.09, Subd. 1 (School Boards Powers)

Cross References: WBLASB Policy 305 (Policy Implementation)

AGENDA ITEM: **Policy 209, Code of Ethics**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 209, Code of Ethics, 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 legal and cross references.

The purpose of this policy is to assist the individual School Board members in understanding their role as part of a School Board and in recognizing the contribution that each member must make to develop an effective and responsible School Board.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the July 10, 2023 or a subsequent School Board meeting agenda for action.

Adopted: November 13, 1995
Revised: May 21, 2001
Revised: December 13, 2010
Revised: July 13, 2020

White Bear Lake Area
School District #624 Policy 209

Revised: _____

209 CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to assist the individual School Board members in understanding **their** ~~his or her~~ role as part of a School Board and in recognizing the contribution that each member must make to develop an effective and responsible School Board.

II. GENERAL STATEMENT OF POLICY

Each School Board member shall follow the code of ethics stated in this policy.

III. CODE OF ETHICS

A. As a member of the School Board, I will:

1. Attend School Board meetings.
2. Come to the meetings prepared for discussion of the agenda items.
3. Listen to the opinions and views of others (including, but not limited to, other School Board members, administration, staff, students, and community members).
4. Vote my conscience after informed discussion, unless I abstain because a conflict of interest exists.
5. Support each decision of the School Board, even if my position concerning the issue was different.
6. Recognize the integrity of my predecessors and associates and respect their work.
7. Be primarily motivated by a desire to provide the best possible education for the students of my school district.
8. Inform myself about the proper duties and functions of a School Board member.

B. In performing the proper functions of a School Board member, I will:

1. Focus on education policy as much as possible.
2. Remember my responsibility is to set policy - not to implement policy.
3. Consider myself a trustee of public education and do my best to protect, conserve, and advance its progress.
4. Recognize that my responsibility, exercised through the actions of the School Board as a whole, is to see that the schools are properly run - not to run them myself.
5. Work through the Superintendent - not over or around the Superintendent.
6. Delegate the implementation of School Board decisions to the Superintendent.

C. To maintain relations with other members of the School Board, I will:

1. Respect the rights of others to have and express opinions.
2. Recognize that authority rests with the School Board in legal session - not with the individual members of the School Board except as authorized by law.
3. Make no disparaging remarks, in or out of School Board meetings, about other members of the School Board or their opinions.
4. Keep an open mind about how I will vote on any proposition until the Board has met and fully discussed the issue.
5. Make decisions by voting in School Board meetings after all sides of debatable questions have been presented.
6. Work to ensure that committees be appointed to serve only in an advisory capacity to the School Board.

D. In meeting my responsibilities to my community, I will:

1. Attempt to appraise and plan for both the present and future educational needs of the students, school district and community.
2. Attempt to obtain adequate financial support for the school district's programs.

3. Insist that business transactions of the school district be conducted in an ethical and transparent manner.
4. Strive to uphold my responsibilities and accountability to the taxpayers in my school district.

E. In working with the Superintendent of schools and staff, I will:

1. Hold the Superintendent responsible for the administration of the school district.
2. Give the Superintendent authority commensurate with **their** ~~his or her~~ responsibilities.
3. Work to ensure that the school district is administered by the best professional personnel available.
4. Consider the recommendation of the Superintendent in hiring of all district employees.
5. Participate in School Board action after considering the Superintendent's recommendation and only after the Superintendent has furnished adequate information in support of the recommendation.
6. Insist that the Superintendent keep the School Board adequately informed at all times.
7. Offer the Superintendent counsel and advice.
8. Recognize the status of the Superintendent as the chief executive officer and a nonvoting, ex officio member of the School Board.
9. Refer all complaints to the proper administrative officer or request that complaints be presented in writing to the entire School Board for proper referral according to the district chain of command.
10. Present any personal criticisms of employees to the Superintendent.
11. Provide support for the Superintendent and employees of the school district so they may perform their proper functions to the best of their abilities.

F. In fulfilling my legal obligations as a School Board member, I will:

1. Comply with all federal, state, and local laws relating to my work as a School Board member.
2. Comply with all school district policies as adopted by the School Board.
3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other state and federal agencies with jurisdiction over school districts.
4. Recognize that school district business may be legally transacted only in an open meeting of the School Board.
5. Avoid conflicts of interest and refrain from using my School Board position for personal gain.
6. Take no private action that will compromise the School Board or administration.
7. Guard the confidentiality of information that is protected under applicable law.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (General Powers of Independent School Districts Powers)
Minn. Stat. § 123B.09 (Boards of Independent School Districts School Board Powers)
Minn. Stat. § 123B.143, Subd. 1 (Superintendent)

Cross References: ~~MSBA Service Manual, Chapter 1, School Board Member Code of Ethics~~

AGENDA ITEM: **Policy 525, Violence Prevention**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 525, Violence Prevention, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes recommended to this policy are in section III, and the legal references.

The purpose of this policy is to recognize that violence has increased and to identify measures that the school district will take in an attempt to maintain a learning and working environment that is free from violent and disruptive behavior.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the July 10, 2023 or a subsequent School Board meeting agenda for action.

Adopted: November 27, 1995
Revised: August 27, 2001
Revised: July 15, 2019
Revised: _____

White Bear Lake Area
School District #624 Policy 525

525 VIOLENCE PREVENTION

I. PURPOSE

The purpose of this policy is to recognize that violence has increased and to identify measures that the school district will take in an attempt to maintain a learning and working environment that is free from violent and disruptive behavior.

The School Board is committed to promoting healthy human relationships and learning environments that are physically and psychologically safe for all members of the school community. It further believes that students are the first priority, and they should be protected from physical or emotional harm during school activities, and on school grounds, buses, or field trips while under school district supervision.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to strictly enforce its weapons policy (Policy 501).
- B. The policy of the school district is to act promptly in investigating all acts, or formal or informal complaints, of violence and take appropriate disciplinary action against any student or staff member who is found to have violated this policy or any related policy.
- C. The administration will periodically review discipline policies and procedures, prepare revisions if necessary and submit them to the School Board for review and adoption.
- D. The school district will implement approved violence prevention strategies to promote safe and secure learning environments, to diminish violence in our schools, and to aid in the protection of children whose health or welfare may be jeopardized through acts of violence.

III. IMPLEMENTATION OF POLICY

- A. The School Board will review and approve policies to prevent and address violence in our schools. The Superintendent or designee will develop procedures to effectively implement the school weapons and violence prevention policies. It shall be incumbent on all students and

staff to observe all policies and report violations to the school administration.

- B. The School Board and administration will inform staff and students annually of policies and procedures related to violence prevention and weapons.
- C. The school district will act promptly to investigate all acts and formal and informal complaints of violence and take appropriate disciplinary action against any student or staff member who is found to have violated this policy or any related policy.
- D. The consequences set forth in the school weapons policy (Policy 501) will be imposed upon any student or nonstudent, **including adults and visitors**, who possesses, uses or distributes a weapon when at a school location, ~~on a school bus or in another school district vehicle or anywhere while attending a school district activity or conducting school district business.~~
- E. The consequences set forth in the school hazing policy (Policy 526) will be imposed upon any student or staff member who commits an act against a student ~~or staff member~~; or coerces a student ~~or staff member~~ into committing an act, that creates a substantial risk of harm to a person in order for the student ~~or staff member~~ to be initiated into or affiliated with an organization, or for any other purpose.
- F. Students who engage in assault or violent behavior will be removed from the classroom immediately and for a period of time deemed appropriate by the principal, in consultation with the teacher, pursuant to the student discipline policy (Policy 506).
- G. Students with disabilities may be expelled for behavior unrelated to their disabilities, subject to the procedural safeguards required by the Individuals with Disabilities Education Act (IDEA), Section 504 of the Rehabilitation Act of 1973, and the Pupil Fair Dismissal Act.
- H. Procedures will be developed for the referral of any person in violation of this policy or the weapons policy to the local law enforcement agency in accordance with Minnesota Statutes section **Stat.** 121A.05.
- I. Students who wear objectionable emblems, **badges, symbols**, signs, words, objects, or pictures on clothing **or jewelry** communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group ~~or which connotes gang membership~~ or that approves, advances, or provokes any form of religious, racial or sexual harassment **and/or** violence against other individuals as defined in the Harassment and Violence Policy (Policy 413) will be subject to the procedures set

forth in the Student Dress and Appearance Policy (Policy 504). ~~"Gang" as used in this policy means any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities, the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or engaged in a pattern of criminal gang activity. A "pattern of gang activity" means the commission, attempt to commit, conspiring to commit, or solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to the same criminal street gang.~~

- J. This policy is not intended to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not **racist**, lewd, vulgar, obscene, defamatory, profane, **or** do not ~~denote gang affiliation, advocating~~ **advocate** harassment or violence against others, ~~disruptive to the educational process, or causing others to react in a violent or illegal manner.~~ (Policy 504)

IV. PREVENTION STRATEGIES

The school district has adopted and will implement prevention strategies to promote safe and secure learning environments, to diminish violence in our schools, and to aid in the protection of children whose health or welfare may be jeopardized through acts of violence.

V. STUDENT SUPPORT

- A. Students will have access to school-based student service professionals, when available, including counselors, nurses, social workers, and psychologists who are knowledgeable in methods to assist students with violence prevention and intervention.
- B. Students will be apprised of School Board policies designed to protect their personal safety.
- C. Students will be provided with information as to school district and building rules regarding weapons and violence.
- D. Students will be informed of resources for violence prevention and proper reporting.

VI. PERSONNEL

- A. School district personnel shall comply with the school weapons policy (Policy 501) and the school hazing policy (Policy 526).

- B School district personnel shall be knowledgeable of violence prevention policies and report any violation to school administration immediately. School district personnel will be informed annually as to school district and building rules regarding weapons and violence prevention.
- C. School district personnel or agents of the school district shall not engage in emotionally abusive acts including malicious shouting, ridicule, and/or threats or other forms of corporal punishment.

Legal References: Minn. Stat. § 13.43, Subd. 16 (~~Personnel Data School District or Charter School Disclosure of Violence or Inappropriate Sexual Contact~~)
Minn. Stat. § 120B.22 (Violence Prevention Education)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)
Minn. Stat. § 121A.035 (Crisis Management Policy)
Minn. Stat. § 121A.05 (Policy to Refer Firearms Possessor)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm)
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
Minn. Stat. § 121A.64 (Notification)
Minn. Stat. § 121A.69 (Hazing Policy)
Minn. Stat. § 181.967, Subd. 5 (School District Disclosure of Violence or Inappropriate Sexual Contact)
18 U.S.C. § 921 (Definition of Firearm)
20 U.S.C. § 1400 et seq. (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. § 794 et seq. (Rehabilitation Act of 1973, § 504)
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, ~~89 S.Ct. 733, 21 L.Ed.2d 731~~ (1969)
Stephenson v. Davenport Cmty. Sch. Dist., 110 F.3d 1303 (8th Cir. 1997)
McIntire v. Bethel School, 804 F.Supp. 1415, 78 Educ. L.Rep. 828 (W.D. Okla. 1992)
Olesen v. Board of Educ. of Sch. Dist. No. 228, 676 F.Supp. 820, 44 Educ. L.Rep. 205 (N.D. Ill. 1987)

Cross References: WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 501 (Weapons)
WBLASB Policy 504 (Student Dress and Appearance)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 507 (Corporal Punishment)
WBLASB Policy 514 (Bullying Prevention Policy)
WBLASB Policy 526 (Hazing Prohibition)
WBLASB Policy 529 (Staff Notification of Violent Behavior by Students)

E. OPERATIONAL ITEMS

AGENDA ITEM: **Action on the Nutrition Services Milk Products Contract for SY 2023-24**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Due to rising food costs statewide our current milk product supplier, St. Paul Beverage Solutions, LLC is requiring a new milk bid for the 2023-24 school year. Bids were opened on June 6, 2023. After reviewing the bids it is recommended to award the bid to the low bidder, St. Paul Beverage Solutions, LLC , with a bid of \$245,829.50. Nutrition Services bid milk products for the 2023-2024 school year with the option to extend the contract for the 2024-25 and 2025-2026 school years as mutually agreed by both parties.

Bid Summary:

- | | |
|------------------------------------|--------------|
| ● St. Paul Beverage Solutions, LLC | \$245,829.50 |
| ● Prairie Farms Dairy, Inc | \$355,531.26 |

RECOMMENDED ACTION:

Approve the contract with St. Paul Beverage Solutions for Nutrition Services Milk Products for the 2023-24 school year in the amount of \$245,829.50.

Bid Tally Sheet

Bid for: WBLAS Nutrition Services Milk Products 2023-2024

Bids arriving by 10:00 am 06/06/2023		Vendor			Vendor		
		BevSo			Prairie Farms		
Item	Estimated Usage	Firm Bid	Escalating Bid	Extended Costs	Firm Bid	Escalating Bid	Extended Costs
1% white milk, ½ pint	190,000 ½ pints	No Bid	\$0.1961	\$37,259.00	No Bid	\$0.2792	\$53,048.00
Skim white milk ½ pint	65,000 ½ pints		\$0.1915	\$12,447.50		\$0.2559	\$16,633.50
Chocolate skim milk, ½ pint	850,000 ½ pints		\$0.2185	\$185,725.00		\$0.3256	\$276,760.00
Lactaid milk, ½ pint	6,000 ½ pints		\$0.8200	\$4,920.00		\$0.7900	\$4,740.00
Skim flavored aseptic package, ½ pint	1,000 ½ pints		\$0.6800	\$680.00		NA	
1% flavored, aseptic package, ½ pint	1,200 ½ pints		\$0.7000	\$840.00		\$0.6400	\$768.00
1% unflavored, aseptic package, ½ pint	900 ½ pints		\$0.6500	\$585.00		\$0.6400	\$576.00
1% white milk, 1 Gallon	300 gallons			\$3.6200		\$1,086.00	
Whole milk, 1 gallon	50 gallons		\$4.3000	\$215.00		\$4.1147	\$205.74
Buttermilk, ½ Gallon	700 ½ gallons		\$2.9600	\$2,072.00		\$2.3136	\$1,619.52
Total Cartons, Gallons				\$245,829.50			\$355,531.26

Item	Size - indicate 3, 5 or 6 Gallon Bag	Estimated Usage	Escalating Bid	Extended Costs	Estimated Usage	Escalating Bid	Extended Costs
1% white milk	5	250 Gallons	\$22.9300	\$1,146.50	250 Gallons	\$48.0000	\$2,400.00
Skim white milk	5	Alternate	\$0.0000		Alternate		
Chocolate Skim Milk	5	1500 Gallons	\$0.0000		1500 Gallons	\$49.0000	\$14,700.00
Chocolate 1% milk,	5	Alternate	\$28.6400	\$8,592.00	Alternate		

Total Bulk				\$9,738.50			\$17,100.00
-------------------	--	--	--	-------------------	--	--	--------------------

Total Bid				\$255,568.00			\$372,631.26
------------------	--	--	--	---------------------	--	--	---------------------

AGENDA ITEM: **Action on Best Value Bid Award for High School Fine Arts, Theater and Union Additions Audio/Visual Package**

MEETING DATE: **June 12, 2023**

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 Best Value Bid Award for High School Fine Arts, Theater and Union Additions Audio/Visual Package. The Best Value process includes points awarded for team strength and resume, similar experience, quality of bid, and value of bid. After reviewing the bids and interviewing all contractors with our Construction Manager, Kraus Anderson, it is recommended we award the bid to Video Services, Inc (VSI) with a total project bid of \$986,220.

RECOMMENDED ACTION:

Accept the overall bid for the Best Value Bid Award for High School Fine Arts, Theater and Union Additions Audio/Visual Package as presented to Video Services, Inc (VSI) for a total amount of \$986,220.



May 23, 2023

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**
Pro AV Systems Phase 2 & 3 - Best Value

Dear Mr. Wald

This letter is concerning the contract awards for the White Bear Lake Area Schools High School – North Campus Pro AV Systems Phase 2 & 3 Package project that was bid on May 4th, 2023 Kraus-Anderson has verified bidders and we submit the following lowest responsible bidders and their bid amount.

<i>Work Scope</i>	<i>Contractor, City, State</i>	<i>Bid Amount</i>
WS 27-A1	Communication Systems Video Services, Inc.	Base Bid: \$986,220.00

Total : \$986,220.00

The total amount of the base bids is nine hundred eighty-six thousand two hundred twenty.

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
Paul Aplikowski, Wold Architects & Engineers
Alex Titterud, Kraus-Anderson Construction



White Bear Lake Area High School
North Campus

BID TABULATIONS
May 4, 2023 at 2:00 PM

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

Work Scope : 27A1
Best Value

		BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
		Blumm	VSI	ECSI	ASI	Muska
BID SECURITY		Yes	Yes	Yes	Yes	Yes
ADDENDA REC'D.		1	1 & 2	1 & 2	1 & 2	1 & 2
BASE BID		\$841,675.20	\$986,220.00	\$1,163,500.00	\$1,226,168.00	\$1,280,000.00
COMBINED BASE BID						
Scoring		0	0	0	0	0
	Points Available					
Team Strength & Resume	20	9.00	12.00	10.00	15.00	20.00
Similar Experience	10	6.00	8.00	7.00	3.00	9.00
Quality of Bid	10	3.00	10.00	7.00	7.00	8.00
Bid	45	45.00	41.00	38.00	34.00	32.00
Interview	15	5	14	-	-	13
TOTAL	100	68	85	62	59	82

AGENDA ITEM: **Action on FY 2022-23 Revised Nutrition Services Budget and FY 2023-24 Preliminary Budget**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

FY 2022-23 Nutrition Services Revised Budget

Below is a summary of the fiscal year 2022-23 Nutrition Services revised budget that is presented for approval this evening. This budget was presented at the work session at the School Board Work Session on May 22, 2023.

	Nutrition Services Fund
Beginning Fund Balance	\$ 3,095,048
Revenues	4,911,848
Expenditures	6,245,096
Ending Fund Balance	\$ 1,761,800

FY 2023-24 Preliminary Budget

Below is a summary of the fiscal year 2023-24 preliminary budget that is presented for approval this evening. This budget was presented at the work session at the School Board Work Session on May 22, 2023. The attached Annual Operating Plan contains additional information regarding the budget.

	General Fund	Nutrition Services Fund	Community Services Fund	Debt Service Fund
Beginning Fund Balance	\$ 8,563,291	\$ 1,761,800	\$ 480,911	\$ 4,056,242
Revenues	135,632,704	6,031,474	7,882,249	28,217,881
Expenditures	133,033,630	6,525,717	7,855,053	27,280,110
Ending Fund Balance	\$ 11,162,365	\$ 1,267,557	\$ 508,107	\$ 4,994,013

RECOMMENDED ACTION:

Approve the Fiscal Year 2022-23 Nutrition Services Revised Budget and Fiscal Year 2023-24 Preliminary Budget as presented.

FY2023-24 Preliminary Budget

June 12, 2023

WHITE BEAR LAKE AREA SCHOOLS

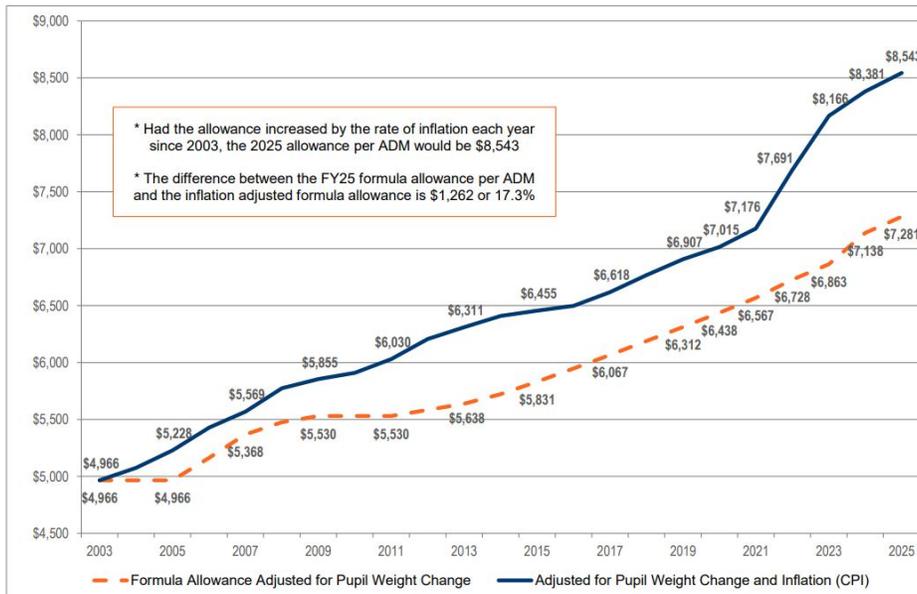


Budget Cycle



State Funding has Not Kept Pace with Inflation

General Education Formula Allowance, 2003-2025
Adjusted for Pupil Weight Change and Inflation (CPI)



Source: MDE December 2022 Inflation Estimates and Minnesota Laws 2023



If the formula had kept pace with inflation, WBLAS would have an additional \$10,000,000 of revenue

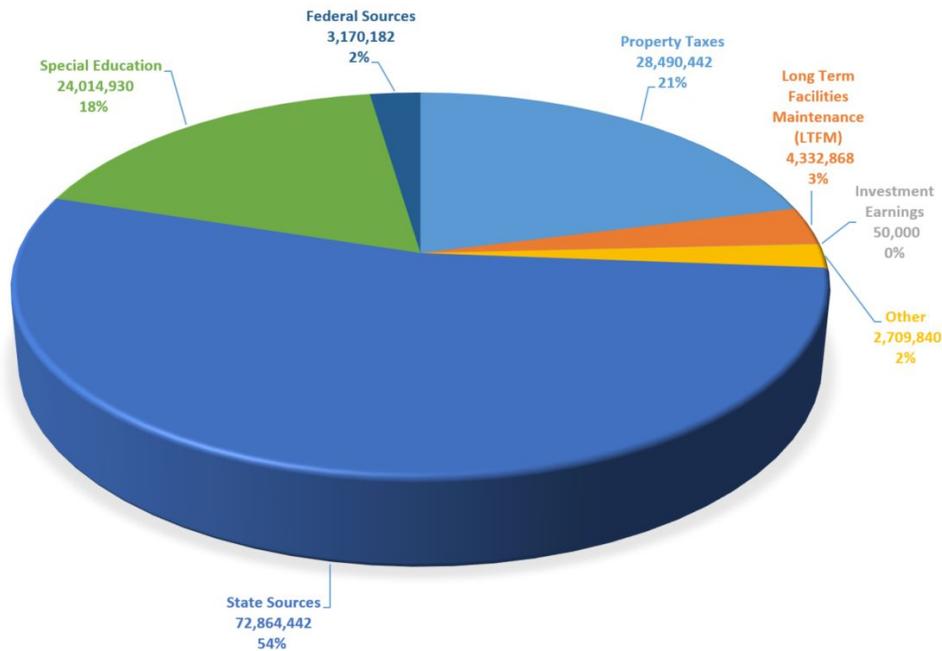
FY2023-24 & FY2024-25 Budget Assumptions

- **Key revenue assumptions:**
 - **Formula Increases:**
 - FY2023-24 formula allowance increase of 4%
 - FY2024-25 formula allowance increase of 2%
 - **Special education cross subsidy funded at approx 44%**

- **Enrollment assumption:**
 - FY2022-23: 8,301
 - FY2023-24: 8,232
 - FY2024-25: 8,137

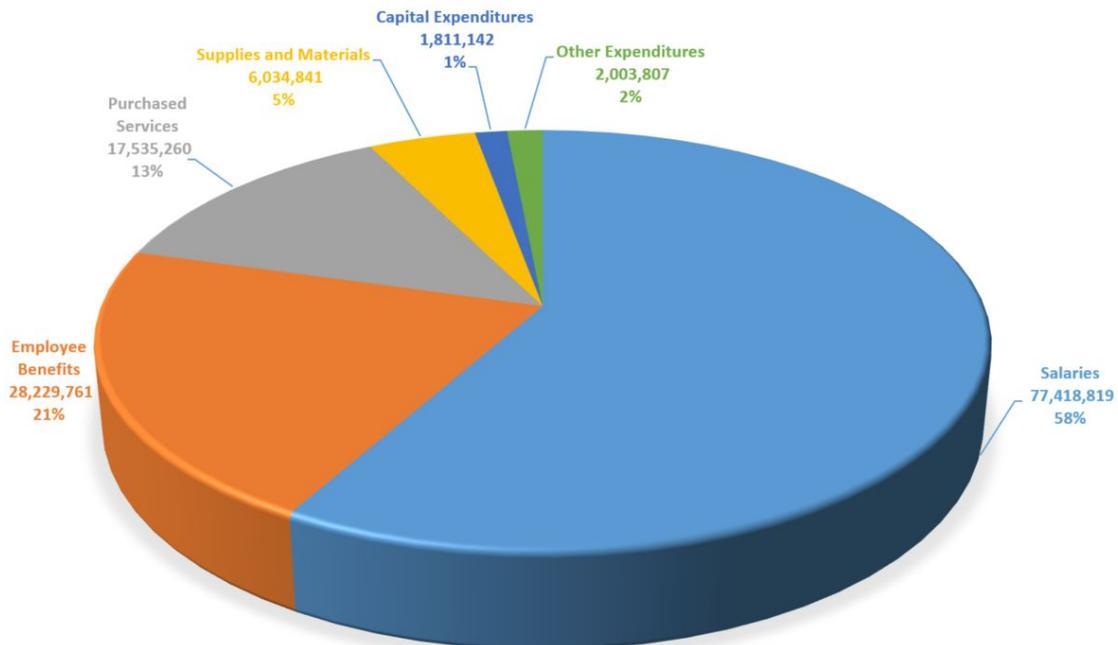
Where do our funds come from?

General Fund Revenue by Source
 FY2023-2024 Preliminary Budget: \$135,632,704



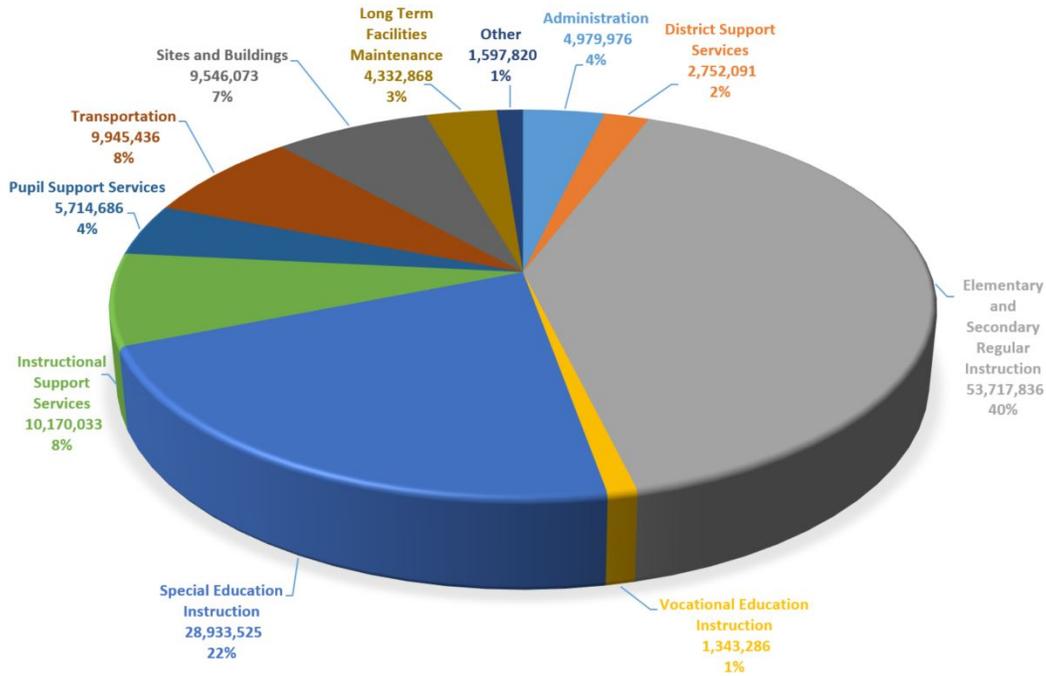
How are our funds spent?

General Fund Expenditures by Object
 FY2023-2024 Preliminary Budget: \$133,033,630



How are our funds spent?

General Fund Expenditures by Program
FY2023-2024 Preliminary Budget: \$133,033,630



Fund Balance Summary

General Fund	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24	Projected 2024-25
Revenues	\$ 125,285,518	\$ 130,632,242	\$ 128,993,359	\$ 135,632,704	\$ 139,262,343
Expenditures	\$ 124,264,419	\$ 133,280,683	\$ 134,586,131	\$ 133,033,630	\$ 137,715,169
Net Increase/(Decrease) in Fund Balances	1,021,099	(2,648,441)	(5,592,772)	2,599,074	1,547,174
Fund Balances					
Beginning of year	15,782,510	16,804,504	14,156,063	8,563,291	11,162,365
Ending Fund Balance (Assigned, Restricted and Unassigned)	16,804,504	14,156,063	8,563,291	11,162,365	12,709,539
Ending Fund Balance (Assigned - General Fund)	2,000,000	-	-	-	-
Ending Fund Balance (Assigned for Student Activities)	358,880	440,281	440,281	440,281	440,281
Ending Fund Balance (Restricted for Medical Assistance)	730,553	-	-	-	-
Ending Fund Balance (Restricted for Operating Capital)	3,065,789	2,293,520	1,359,689	860,745	665,178
Ending Fund Balance (Restricted for Capital Projects)	243,739	712,279	332,947	352,236	359,351
Ending Fund Balance (Restricted for LTFM)	-	-	-	-	-
Ending Fund Balance (Restricted for Achievement & Integration)	106,821	84,219	84,219	84,219	84,219
Ending Fund Balance (Nonspendable)	62,849	712,804	50,000	50,000	50,000
Ending Fund Balance (Unassigned)	\$ 10,235,873	\$ 9,912,960	\$ 6,296,155	\$ 9,374,884	\$ 11,110,510
Ending Fund Balance (Unassigned as % of expenditures)	8.2%	7.4%	4.7%	7.0%	8.1%

Fund Balance Policy 714 Minimum: 8%

Fund Balance Summary

	Revised 2022-23*	Preliminary 2023-24
Nutritional Services Fund		
Revenues	4,911,848	6,031,474
Expenditures	6,245,096	6,525,717
Excess (deficiency) of revenue over expenditures	(1,333,248)	(494,243)
Ending Fund Balance	\$ 1,761,800	\$ 1,267,557
Ending Fund Balance (as % of expenditures)	28.2%	19.4%

** The Revised 2022-23 Budget has been updated and presented for school board approval on June 12, 2023*

	Revised 2022-23	Preliminary 2023-24
Community Services Fund		
Revenues	7,067,784	7,882,249
Expenditures	7,254,281	7,855,053
Excess (deficiency) of revenue over expenditures	(186,497)	27,196
Ending Fund Balance	\$ 480,911	\$ 508,107
Ending Fund Balance (as % of expenditures)	6.6%	6.5%

	Revised 2022-23	Preliminary 2023-24
Debt Service Fund		
Revenues	23,681,761	28,217,881
Expenditures	24,600,520	27,280,110
Excess (deficiency) of revenue over expenditures	(918,759)	937,771
Ending Fund Balance	\$ 4,056,242	\$ 4,994,013
Ending Fund Balance (as % of expenditures)	16.5%	18.3%

Questions?

RECOMMENDATION:

Approve the Fiscal Year 2022-23 Nutrition Services Revised Budget and Fiscal Year 2023-24 Preliminary Budget as presented.



**WHITE BEAR LAKE AREA SCHOOLS
ANNUAL OPERATING PLAN**



FISCAL YEAR 2023-24

SCHOOL BOARD

	Term Expires
Jessica Ellison, Chairperson	2026
Scott Arcand, Vice Chairperson	2024
Deb Beloyed, Treasurer	2026
Angela Thompson, Clerk	2024
Kathleen Daniels, Director	2026
Margaret Newmaster, Director	2024
Chris Streiff Oji, Director	2026

DISTRICT ADMINISTRATION

Superintendent	Dr. Wayne A. Kazmierczak
Assistant Superintendent for Finance & Operations	Timothy Wald
Assistant Superintendent for Teaching & Learning	Dr. Alison Gillespie
Director of Communications & Community Relations	Marisa Vette
Director of Community Services & Recreation	Timothy Maurer
Director of Educational Equity & Achievement	Brenton Shavers
Director of Finance	Andi Johnson
Director of Human Resources and General Counsel	Matt Mons
Director of Student Support Services	Lisa Ouren
Director of Teaching & Learning	Jennifer Babiash
Director of Technology & Innovation	Steve Asper

SCHOOL ADMINISTRATION

Normandy Park Education Center – Early Childhood Programs	Darcy Rodriguez
Normandy Park Education Center – Early Childhood Special Education	Angela Drange
Birch Lake Elementary School	Julian Stanke
Lakeaires Elementary School	Cary Krusemark
Lincoln Elementary School	Brian Morris
Matoska Elementary School	John Leininger
Oneka Elementary School	Lori Mosser
Otter Lake Elementary School	Cynthia Mueller
North Star Elementary School	Dan Schmidt
Vadnais Heights Elementary School	Sara Svir
Willow Lane Elementary School	Matthew Menier
Central Middle School	Cathryn Peterson
Sunrise Park Middle School	Dr. Christina Pierre
White Bear Lake Area High School North Campus	Angela Nelson
White Bear Lake Area High School South Campus	Don Bosch
White Bear Lake Area Learning Center	Gretchen Harriman
Transition Education Center	Sara Derby
Unified High School Principal on Special Assignment	Russell Reetz

WHITE BEAR LAKE AREA SCHOOLS INDEPENDENT SCHOOL DISTRICT 624

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 experiences
- Exceptional staff and families committed to student success
- Abundant and engaged community partners

EQUITY COMMITMENT

To nurture the whole student, we disrupt systemic inequities by recognizing, honoring, and embracing all cultures with humility and respect.

4-Way Equity Decision Making Protocol:

1. How does this help to provide opportunities to students who have been marginalized within the system in the past?
2. How does this help to ensure equitable access for all?
3. How does this help to eliminate barriers based on race/ethnicity, gender, disability, age, or other protected groups?
4. How does this ensure that the same rigorous standards for academic performance exist for all students?

THE SCHOOL ENTITY

In January 1857, James F. Murray and other White Bear Lake settlers decided to establish their own school district. Upon approval from the county for this new district, Murray donated property along Bald Eagle Lake for a new school. At a cost of \$100, and with the help of community labor, the first schoolhouse in White Bear Lake was opened in 1857, a year before Minnesota became the 32nd state in the Union.

The District, which is located about 15 miles northeast of St. Paul, Minnesota, the state capital, was officially formed in its current structure through legislative action in 1957. The governing body consists of a seven-member Board of Education elected from within the District's boundaries. The District serves about 8,232 students in pre-kindergarten through Grade 12. Geographically, the District's boundaries include portions of Anoka, Ramsey, and Washington counties, and serves all or part of the following municipalities: Birchwood, Gem Lake, Hugo,

Lino Lakes, Little Canada, North Oaks, Vadnais Heights, White Bear Lake, and White Bear Township.

The District provides a full range of public education services appropriate to grade levels ranging from pre-kindergarten through Grade 12. This includes regular and enriched academic education and special education for exceptional children. Nutrition services and transportation are provided as support programs. The District's community education program includes early childhood and extended day programs, along with a myriad of classes for lifelong learning experiences for children and adults.

BUDGET PROCESS

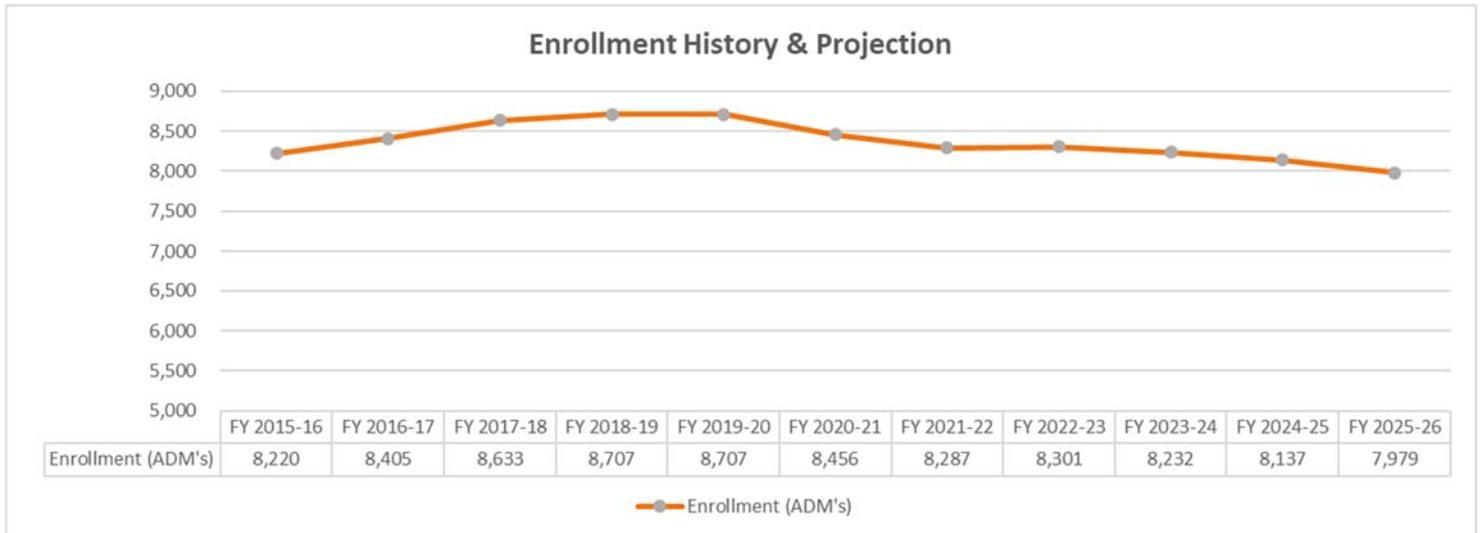


ENROLLMENT

Enrollment is a key variable in calculating school district revenue. Enrollment projections are determined using a variety of methods, including analyzing historical trends and known growth in new construction throughout the district. Kindergarten projections are based on historical resident birth rate data received from Ramsey, Washington, and Anoka Counties as well as the Minnesota Department of Health. The birth rates are then analyzed based on historical trends in capture rates in the district to project the number of kindergarteners expected to enroll.

White Bear Lake Area Schools, like most schools nationwide, felt the impact of the COVID-19 pandemic on student enrollment, as can be seen in the figure below. The 2023-24 budget reflects an estimated 8,232 Average Daily Membership (ADM). Enrollment projections are calculated based on recent years' cohort survival rate (for example, the number of 1st grade students who returned to 2nd grade in the following school year). COVID-19 had a larger impact at the elementary level than at the secondary level, and as larger secondary cohorts graduate, the impact of smaller elementary grade levels moving through the system suggests a decline in enrollment will continue for several years.

In late 2022, Teamworks International completed a comprehensive study of demographic, enrollment, and housing trends for White Bear Lake Area Schools. The study reports that while birth rates indicate a decline, resulting enrollment from future development and targeted market share gains will positively impact enrollment over the next decade. The district will continue to closely monitor enrollment and adjust operations accordingly.



GENERAL FUND

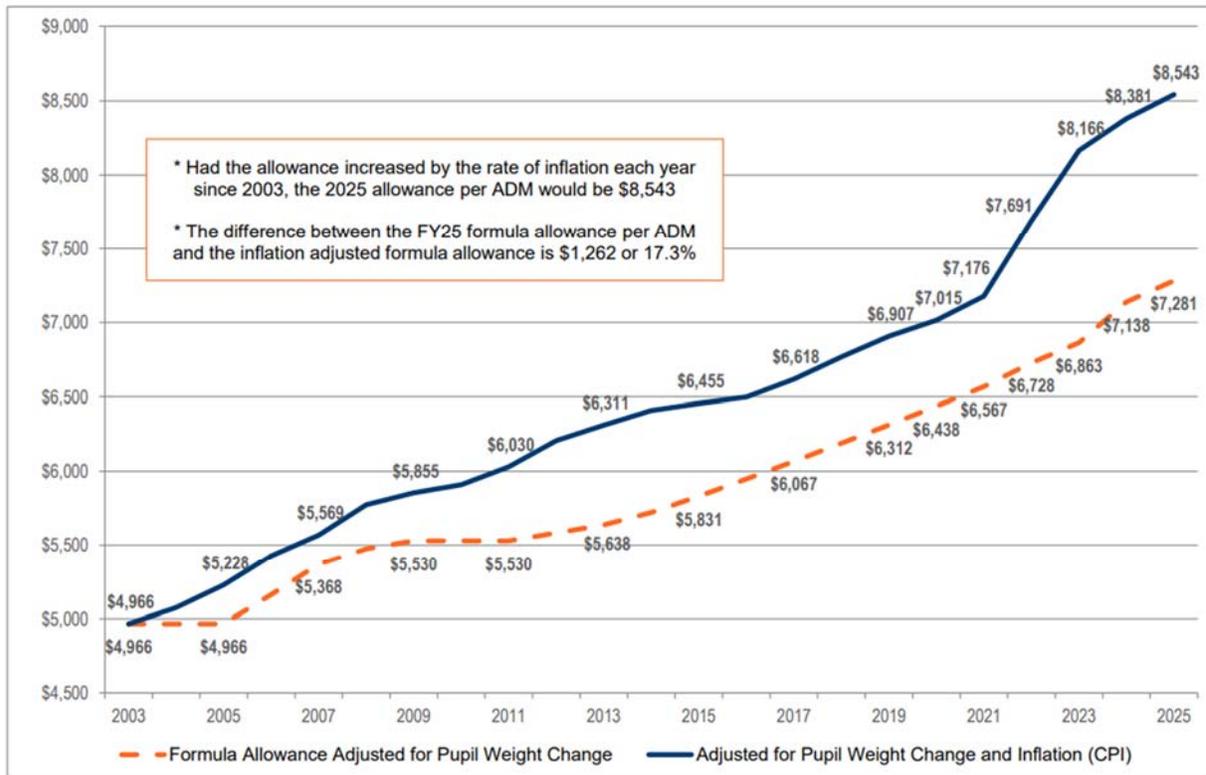
The General Fund is used to account for all revenue and expenses related to the general day-to-day operations of the school district. This includes instructional and student support programs, administration, operations and maintenance, transportation, and capital expenditures.

KEY BUDGET ASSUMPTIONS

The 2023 Legislature passed the final K-12 education finance budget in May, 2023. The 2023-24 Preliminary Budget includes initial estimates from the legislative session, including increases linked to the General Education Formula Allowance, Special Education Cross Subsidy Aid, and new programs including School Library Aid and Student Support Personnel Aid.

Although the Legislature approved an historic 4% increase to the general education formula allowance for the 2023-24 school year, the formula allowance continues to drastically lag behind the rate of inflation over the last 20 years. If the formula allowance had kept pace with inflation since 2003, White Bear Lake Area Schools would have an additional \$10,000,000 in state revenue available for student programming during the 2023-24 school year.

General Education Formula Allowance, 2003-2025
Adjusted for Pupil Weight Change and Inflation (CPI)



Source: MDE December 2022 Inflation Estimates and Minnesota Laws 2023



On March 27, 2023 the School Board approved the following budget adjustments, which have been incorporated into the 2023-24 Preliminary Budget:

Program	Description	Amount
Elementary Education	Align staffing to projected enrollment; maintains FY17-18 target staffing ratio	585,000
Elementary Education	Discontinue MacPhail partnership; begin Orchestra in 6th grade	149,000
Secondary Education	Align staffing to projected enrollment; increase staffing ratio by .5 students/FTE	780,000
Teaching & Learning	Reorganize department; reduce instructional coaches	272,500
Buildings & Grounds	Shift head enginners additional 25% to long-term facility maintenance	152,000
All areas	10% supplies reduction	70,000
Utilities	Reduce electricity increase assumption from 10% to 5%	91,438
		2,099,938

REVENUE

The General Fund receives its revenue from three broad sources: local sources, state aids and federal aids. More information on each of these revenue sources can be found below. Detailed information can be found in [Minnesota School Finance: A Guide for Legislators](#), a document provided by the Minnesota House Research Department.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
1 Revenue				
2 Local Sources				
3 Property Taxes	\$ 28,038,747	24,780,915	\$ 26,120,034	28,490,442
4 Long Term Facilities Maintenance (LTFM)	854,853	6,970,358	6,184,264	4,332,868
5 Investment Earnings	24,595	16,139	150,000	50,000
6 Other	2,811,275	3,328,586	2,622,288	2,709,840
7 State Sources	67,242,262	68,410,781	68,196,524	72,864,442
8 Special Education	17,794,518	17,925,284	18,569,607	24,014,930
9 Federal Sources	3,010,422	2,962,256	3,224,548	3,170,182
10 Federal COVID-19 Relief Funding	5,508,846	6,237,923	3,926,094	—
11 Total Revenue	125,285,518	130,632,242	128,993,359	135,632,704

PROPERTY TAXES

LINE 3

Property taxes account for 24% of the revenue in the general fund. There are several components of property taxes including voter-approved operating referendum, voter-approved capital projects levy, operating capital, and Long-Term Facilities Maintenance (LTFM). Taxpayers approved a 10-year operating referendum in November 2017 and a 10-year capital projects levy in November 2022. The district's capital projects levy is equal to 2.2% of the district's net tax capacity and generates approximately \$2.6 million for FY2023-24. The operating referendum is annually adjusted by an inflation factor provided by the Minnesota Department of Education; the operating referendum is equal to \$1,497.21 per pupil unit for 2023-24 and generates approximately \$14.4 million.

LONG TERM FACILITIES MAINTENANCE (LTFM) PROPERTY TAXES

LINE 4

This revenue is available to school districts to address the ongoing maintenance needs of district facilities. This program requires school boards to annually approve a 10-year LTFM plan.

INVESTMENT EARNINGS

LINE 5

Interest rates have been volatile the last few years as a result of the COVID-19 pandemic but are expected to stabilize in the future.

OTHER

LINE 6

Other revenue includes donations, participation fees for extracurricular activities, ticket sales from activity events, concessions, and other miscellaneous sources.

STATE SOURCES

LINE 7

State sources (including Special Education) account for approximately 71% of total revenue. This aid is comprised of several components, each with its own formula to calculate the amount the district can expect to receive from the Department of Education in a given fiscal year. The state general education aid is the single largest source of revenue for the school district; it is calculated by multiplying the district’s pupil units by the general education formula allowance:

	<u>2020-21</u>	<u>2021-22</u>	<u>2022-23</u>	<u>2023-24</u>	<u>2024-25</u>
General Education Formula Allowance per Pupil Unit	\$ 6,567	\$ 6,728	\$ 6,863	\$ 7,138	\$ 7,281

SPECIAL EDUCATION

LINE 8

This state aid is provided to Districts to partially fund the costs associated with providing required services to students with disabilities. White Bear Lake Area Schools serves approximately 1,700 students with disabilities.

FEDERAL SOURCES

LINE 9

The district receives several federal grants, both directly and through the State of Minnesota, the largest of which help to fund the district’s Title I and Special Education programs.

FEDERAL COVID-19 RELIEF FUNDING

LINE 10

This category is comprised of one-time relief afforded to school districts by the federal government to reduce the impact of the COVID-19 pandemic on school operations.

EXPENDITURES

The majority of general fund expenditures are salaries and benefits, which account for 80% of the budget. All district employment agreements expire on June 30, 2023 and estimated increases have been incorporated into the 2023-24 preliminary budget.

The district records expenses in the following six sub-categories:

- SALARIES – Expenditures in this category include salary payments to board members, administrators, teachers, paraprofessionals, clerical support, maintenance employees, bus drivers or any individual who is deemed to be an employee of the school district.
- EMPLOYEE BENEFITS – Benefit expenditures include employer portions of payroll taxes, retirement contributions, employer paid insurance premiums, and all benefits agreed to within negotiated union contracts and labor policies.
- PURCHASED SERVICES – This category includes payments to individuals or organizations for professional services such as auditors, attorneys, contracted service providers, or consultants. This category also includes postage, communication services, utilities, travel and training costs, operating leases, tuition payments, chargebacks, and transportation contracts.
- SUPPLIES AND MATERIALS – This category includes supplies purchased for both instructional and non-instructional purposes. This category includes items such as classroom and office supplies, textbooks, standardized tests, media resources, and

electronic replacements of instructional resources (such as applications for electronic devices).

- **CAPITAL EXPENDITURES** – Expenditures in this category would include the purchase of land, improvements made to buildings, vehicles, machinery, equipment, and all other assets that are used in operations that have lives extending beyond a single reporting period.
- **OTHER EXPENDITURES** – The Minnesota Department of Education provides for a miscellaneous category of expenditure for those items that do not fit within the other categories. Examples of this type of expenditure are dues, memberships, licenses, debt service, transfers, and other miscellaneous expenditures.

ADMINISTRATION

LINES 14-20

This includes all costs for general administration, instructional administration and school site administration for the school district, including activities of the school board, superintendent, assistant superintendents and building principals.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
14 Administration				
15 Salaries	3,374,702	3,389,532	3,439,759	3,445,024
16 Employee Benefits	1,118,731	1,197,999	1,241,355	1,237,083
17 Purchased Services	103,061	157,116	219,324	219,324
18 Supplies and Materials	27,627	26,560	16,321	16,321
19 Other Expenditures	56,814	88,154	62,224	62,224
20 Total Administration	4,680,936	4,859,361	4,978,983	4,979,976

DISTRICT SUPPORT SERVICES

LINES 22-29

This includes all district-level support services including business office, human resources, communications and technology.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
22 District Support Services				
23 Salaries	1,343,518	1,503,680	1,516,819	1,634,910
24 Employee Benefits	467,733	552,559	541,198	590,149
25 Purchased Services	406,588	407,989	383,759	383,759
26 Supplies and Materials	19,997	92,011	117,730	117,730
27 Capital Expenditures	2,764	–	–	–
28 Other Expenditures	19,169	15,854	25,543	25,543
29 Total District Support Services	2,259,768	2,572,093	2,585,049	2,752,091

ELEMENTARY AND SECONDARY REGULAR INSTRUCTION

LINES 31-40

Regular instruction includes all activities dealing directly with the teaching of students, interaction between teachers and students in the classroom and co-curricular activities and athletics.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
31 Elementary and Secondary Regular				
32 Instruction				
33 Salaries	37,816,381	37,552,901	37,609,547	36,911,157
34 Employee Benefits	14,034,935	13,028,805	12,770,976	12,865,850
35 Purchased Services	1,478,500	2,296,262	1,408,601	1,087,301
36 Supplies and Materials	1,690,521	1,628,063	2,463,393	2,373,766
37 Capital Expenditures	179,975	375,825	229,873	229,873
38 Other Expenditures	488,259	491,640	271,330	249,889
39 Total Elementary and Secondary				
40 Regular Instruction	55,688,571	55,373,496	54,753,720	53,717,836

VOCATIONAL EDUCATION INSTRUCTION**LINES 42-50**

This includes courses which develop knowledge, skills, attitudes, and behavioral characteristics for students seeking career exploration and employability.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
42 Vocational Education Instruction				
43 Salaries	594,459	644,013	779,847	807,144
44 Employee Benefits	235,895	242,884	271,572	281,079
45 Purchased Services	238,728	284,698	231,063	231,063
46 Supplies and Materials	26,945	46,215	24,000	24,000
47 Capital Expenditures	–	–	–	–
48 Other Expenditures	5,178	7,316	–	–
49 Total Vocational Education Instruction	1,101,205	1,225,126	1,306,482	1,343,286

SPECIAL EDUCATION INSTRUCTION**LINES 52-59**

This includes activities providing learning experiences for any student with a disability who would benefit by educational programs differentiated from those provided for students in regular or vocational instruction.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
52 Special Education Instruction				
53 Salaries	17,092,770	17,781,022	19,074,647	19,656,625
54 Employee Benefits	6,763,380	6,962,383	7,293,141	7,493,188
55 Purchased Services	1,899,078	1,584,610	1,645,439	1,621,603
56 Supplies and Materials	107,788	168,736	180,641	111,556
57 Capital Expenditures	2,244	165,291	70,000	20,000
58 Other Expenditures	98,673	103,532	30,553	30,553
59 Total Special Education Instruction	25,963,934	26,765,574	28,294,421	28,933,525

INSTRUCTIONAL SUPPORT SERVICES**LINES 61-68**

This includes instructional support services for assisting teachers with the content and process of providing learning experiences for students. This includes curriculum and instruction support, media centers, instruction-related technology and professional development.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
61 Instructional Support Services				
62 Salaries	4,322,235	5,643,875	5,746,628	5,721,848
63 Employee Benefits	1,441,330	1,860,814	2,020,087	2,116,608
64 Purchased Services	263,940	555,932	716,329	547,357
65 Supplies and Materials	636,395	2,323,753	1,872,097	1,766,097
66 Capital Expenditures	1,193,781	112,704	9,530	9,530
67 Other Expenditures	25,884	97,197	8,593	8,593
68 Total Instructional Support Services	7,883,564	10,594,275	10,373,264	10,170,033

PUPIL SUPPORT SERVICES**LINES 69-76**

This includes all services provided to students which do not qualify as instruction services, including school counselors, nursing/health services, and social workers.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
69 Pupil Support Services				
70 Salaries	3,467,489	3,978,260	3,819,772	3,938,517
71 Employee Benefits	1,248,468	1,544,850	1,568,230	1,481,749
72 Purchased Services	579,205	956,342	275,084	270,084
73 Supplies and Materials	145,735	161,890	88,371	24,336
74 Capital Expenditures	1,425	–	–	–
75 Other Expenditures	25,352	29,898	–	–
76 Total Pupil Support Services	5,467,674	6,671,241	5,751,457	5,714,686

TRANSPORTATION**LINES 78-85**

This includes all costs to transport students to and from school.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
78 Transportation				
79 Salaries	1,385,814	1,486,023	1,608,423	1,664,717
80 Employee Benefits	485,879	518,231	544,619	563,684
81 Purchased Services	4,947,334	5,928,031	6,309,071	6,941,463
82 Supplies and Materials	327,974	389,439	469,572	469,572
83 Capital Expenditures	80,029	–	500,000	306,000
84 Other Expenditures	–	–	–	–
85 Total Transportation	7,227,030	8,321,723	9,431,685	9,945,436

SITES AND BUILDINGS**LINES 87-94**

This includes all costs related to the maintenance of district buildings and grounds, including custodial costs as well as utilities such as electricity, water, sewer, trash, etc. This includes costs related to the district's Long Term Facilities Maintenance (LTFM) program.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
87 Sites and Buildings				
88 Salaries	3,549,403	3,777,660	3,519,951	3,638,877
89 Employee Benefits	1,323,077	1,435,253	1,547,353	1,600,371
90 Purchased Services	5,620,832	9,726,551	8,083,606	6,233,306
91 Supplies and Materials	1,561,724	897,775	1,131,463	1,131,463
92 Capital Expenditures	349,673	109,783	1,365,689	1,245,739
93 Other Expenditures	30,256	38,457	29,185	29,185
94 Total Sites and Buildings	12,434,965	15,985,479	15,677,247	13,878,941

FISCAL AND OTHER FIXED COST PROGRAMS**LINES 96-97**

This includes costs related to the district's property and liability and workers' compensation insurance programs.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
96 Fiscal and other fixed cost programs				
97 Purchased Services	489,542	(166,473)	475,473	639,470

DEBT SERVICE**LINES 99-102**

This includes costs related to the district's general fund portion of debt issued to finance building additions funded through lease levy revenue.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
99 Debt Service				
100 Principal	718,499	785,406	715,000	715,000
101 Interest and Fiscal Charges	348,731	293,382	243,350	243,350
102 Total Debt Service	1,067,230	1,078,788	958,350	958,350

FUND BALANCES

LINES 108-122

The district has several fund balance categories as required by state statute and Governmental Accounting Standards Board (GASB) Statement No. 54. The majority of General Fund activity is reported in the Unassigned Fund Balance. The School Board has adopted School Board Policy 714 – Fund Balances to ensure the financial stability of the district. Policy 714 requires a minimum Unassigned General Fund balance of 8%. The district is projecting an Unassigned General Fund Balance of 7.0% for 2023-24 and 8.1% for 2024-25, in keeping with the district policy.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
11 Total Revenue	125,285,518	130,632,242	128,993,359	135,632,704
104 Total Expenditures	124,264,419	133,280,683	134,586,131	133,033,630
105				
106 Net Increase/(Decrease) in Fund Balances	1,021,099	(2,648,441)	(5,592,772)	2,599,074
107				
108 Fund Balances				
109 Beginning Fund Balances	15,782,510	16,804,504	14,156,063	8,563,291
110				
111 Ending Fund Balances	\$ 16,804,504	\$ 14,156,063	\$ 8,563,291	\$ 11,162,365
112				
113 Ending Fund Balance (Assigned - General Fund)	2,000,000	–	–	–
114 Ending Fund Balance (Assigned for Student Activities)	358,880	440,281	440,281	440,281
115 Ending Fund Balance (Restricted for Medical Assistance)	730,553	–	–	–
116 Ending Fund Balance (Restricted for Operating Capital)	3,065,789	2,293,520	1,359,659	860,745
117 Ending Fund Balance (Restricted for Capital Projects)	243,739	712,279	332,947	352,236
118 Ending Fund Balance (Restricted for LTFM)	–	–	–	–
119 Ending Fund Balance (Restricted for Achievement & Integration)	106,821	84,219	84,219	84,219
120 Ending Fund Balance (Nonspendable)	62,849	712,804	50,000	50,000
121 Ending Fund Balance (Unassigned)	10,235,873	9,912,960	6,296,155	\$ 9,374,884
122 Ending Fund Balance (Unassigned as % of expenditures)	8.2%	7.4%	4.7%	7.0%
123				
124 <i>Fund Balance Policy 714 Minimum: 8%</i>				

NUTRITION SERVICES FUND

The Nutrition Services Fund is used to record financial activities of the district’s food service program.

MISSION STATEMENT

The mission of the WBLAS Nutrition Services, an exceptional team vital to our district dedicated to the nutritional needs of our students, is to ensure nutritionally enticing meals in a safe and welcoming environment that acknowledges and values each student through a system distinguished by:

- A student driven menu
- Sustainable and locally sourced foods
- Innovative equipment and technology
- Knowledgeable staff; and
- Students with life-long healthy eating habits

NUTRITION SERVICES SUMMARY

Only costs related to food preparation and service, application processing, meal accountability, kitchen and lunchroom custodial service and lunchroom supervision may be accounted for in this fund.

Due to the impact that the COVID-19 pandemic had on families, the U.S. Department of Agriculture (USDA) approved free meals for students for the 2020-21 and 2021-22 school years. Families were responsible for the cost of meals during 2022-23. During 2023, legislation was passed to provide free meals for students beginning in 2023-24 with the State of Minnesota reimbursing school districts for meals served. Details regarding the reimbursement rate have not yet been provided, so estimates have been used to develop the 2023-24 budget. Due to the uncertainty surrounding the increased cost of food and supplies, coupled with the uncertainty regarding meal participation and reimbursement rate, the Nutrition Services Fund is projecting a deficit for the 2023-24 fiscal year. Administration will carefully monitor the Nutrition Services Fund to ensure it returns to cost-neutral operations.

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
<i>125</i> Nutritional Services Fund				
<i>126</i> Revenues	5,397,288	6,998,355	4,911,848	6,031,474
<i>127</i> Expenditures	4,572,349	5,308,456	6,245,096	6,525,717
<i>128</i>				
<i>129</i> Increase/(Decrease) in Fund Balances	824,939	1,689,899	(1,333,248)	(494,243)
<i>130</i> Ending Fund Balance	\$ 1,405,149	\$ 3,095,048	\$ 1,761,800	\$ 1,267,557
<i>131</i> Ending Fund Balance (as % of expenditures)	30.7%	58.3%	28.2%	19.4%

COMMUNITY SERVICES FUND

Community Services programs offer opportunities for youth and adults throughout the district to connect and engage in lifelong learning.

MISSION STATEMENT

The mission of Community Services & Recreation, a dynamic department at the leading edge of community programming, is to connect and engage individuals and the community in lifelong learning and enrichment through a vital system distinguished by:

- Safe, nurturing environments and accessible spaces
- Inclusive, varied programs and experiences
- Participants, volunteers, and staff who reflect and embrace the diversity of our community
- Synergistic partnerships and meaningful relationships
- Dedicated, qualified, and supported staff and volunteers

COMMUNITY SERVICES SUMMARY

Community Services and Recreation offers a wide variety of programs including adult enrichment classes, adult recreation, Adult Basic Education, adults with disabilities programming, senior programs, youth enrichment and development, youth recreation, driver education, middle school athletics, Early Childhood programs, Extended Day School Age Care and provides facility reservation options for community members and organizations.

<i>134</i> Community Services Fund	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
<i>135</i> Revenues	6,491,551	7,159,633	7,067,784	7,882,249
<i>136</i> Expenditures	6,399,792	7,287,402	7,254,281	7,855,053
<i>137</i>				
<i>138</i> Increase/(Decrease) in Fund Balances	91,759	(127,769)	(186,497)	27,196
<i>139</i> Ending Fund Balance	\$ 795,177	\$ 667,408	\$ 480,911	\$ 508,107
<i>140</i> Ending Fund Balance (as % of expenditures)	12.4%	9.2%	6.6%	6.5%

DEBT SERVICE FUND

The Debt Service Fund is used to record the financial activity related to the school district's outstanding bonded indebtedness. The revenue in the Debt Service Fund reflects the required levies for ongoing debt service payments. Expenses are related to scheduled principal and interest payments on voter-approved bonded projects and associated costs.

<i>141</i> Debt Service Fund	Actual	Actual	Revised	Preliminary
	2020-21	2021-22	2022-23	2023-24
<i>142</i> Revenues	35,451,016	33,644,221	23,681,761	28,217,881
<i>143</i> Expenditures	32,843,739	32,381,772	24,600,520	27,280,110
<i>144</i>				
<i>145</i> Increase/(Decrease) in Fund Balances	2,607,277	1,262,449	(918,759)	937,771
<i>146</i> Ending Fund Balance	\$ 3,712,552	\$ 4,975,001	\$ 4,056,242	\$ 4,994,013
<i>147</i> Ending Fund Balance (as % of expenditures)	11.3%	15.4%	16.5%	18.3%

White Bear Lake Area Schools
General Fund - Revenues and Expenditures Summary
Preliminary FY2023-24 and Projected FY2024-25 Budgets

General Fund	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24	Projected 2024-25
1 Revenue					
2 Local Sources					
3 Property Taxes	28,038,747	24,780,915	26,120,034	28,490,442	29,118,915
4 Long Term Facilities Maintenance (LTFM)	854,853	6,970,358	6,184,264	4,332,868	4,332,868
5 Investment Earnings	24,595	16,139	150,000	50,000	50,000
6 Other	2,811,275	3,328,586	2,622,288	2,709,840	2,723,795
7 State Sources	67,242,262	68,410,781	68,196,524	72,864,442	74,559,381
8 Special Education	17,794,518	17,925,284	18,569,607	24,014,930	25,307,202
9 Federal Sources	3,010,422	2,962,256	3,224,548	3,170,182	3,170,182
10 Federal COVID-19 Relief Funding	5,508,846	6,237,923	3,926,094	-	-
11 Total Revenue	\$ 125,285,518	\$ 130,632,242	\$ 128,993,359	\$ 135,632,704	\$ 139,262,343
12					
13 Expenditures					
14					
15 Administration	4,680,936	4,859,361	4,978,983	4,979,976	5,147,826
16 District Support Services	2,259,768	2,572,093	2,585,049	2,752,091	2,825,019
17 Elementary and Secondary Regular Instruction	55,688,572	55,373,496	54,753,720	53,717,836	55,490,353
18 Vocational Education Instruction	1,101,205	1,225,126	1,306,482	1,343,286	1,381,191
19 Special Education Instruction	25,963,934	26,765,574	28,294,421	28,933,525	29,838,032
20 Instructional Support Services	7,883,564	10,594,275	10,373,264	10,170,033	10,427,525
21 Pupil Support Services	5,467,674	6,671,241	5,751,457	5,714,686	5,919,356
22 Transportation	7,227,030	8,321,723	9,431,685	9,945,436	10,721,214
23 Sites and Buildings	9,374,529	9,015,121	9,492,983	9,546,073	9,991,303
24 Long Term Facilities Maintenance	3,060,436	6,970,358	6,184,264	4,332,868	4,332,868
25 Fiscal and Other Fixed Cost Programs	489,541	(166,473)	475,473	639,470	682,132
26 Debt Service					
27 Principal	718,499	785,406	715,000	715,000	715,000
28 Interest and Fiscal Charges	348,731	293,382	243,350	243,350	243,350
29					
30 Total Expenditures	\$ 124,264,419	\$ 133,280,683	\$ 134,586,131	\$ 133,033,630	\$ 137,715,169
31					
32 Increase/(Decrease) in Fund Balances Before Adjustments	1,021,099	(2,648,441)	(5,592,772)	2,599,074	1,547,174
33					
34 Budget Adjustments					
35					
36 Net Increase/(Decrease) in Fund Balances	1,021,099	(2,648,441)	(5,592,772)	2,599,074	1,547,174
37					
38 Fund Balances					
39 Beginning Fund Balance (Assigned, Restricted and Unassigned)	15,782,510	16,804,504	14,156,063	8,563,291	11,162,365
40					
41 Ending Fund Balance (Assigned, Restricted and Unassigned)	16,804,504	14,156,063	8,563,291	11,162,365	12,709,539
42					
43 Ending Fund Balance (Assigned - General Fund)	2,000,000	-	-	-	-
44 Ending Fund Balance (Assigned for Student Activities)	358,880	440,281	440,281	440,281	440,281
45 Ending Fund Balance (Restricted for Medical Assistance)	730,553	-	-	-	-
46 Ending Fund Balance (Restricted for Operating Capital)	3,065,789	2,293,520	1,359,689	860,745	665,178
47 Ending Fund Balance (Restricted for Capital Projects)	243,739	712,279	332,947	352,236	359,351
48 Ending Fund Balance (Restricted for LTFM)	-	-	-	-	-
49 Ending Fund Balance (Restricted for Achievement & Integration)	106,821	84,219	84,219	84,219	84,219
50 Ending Fund Balance (Nonspendable)	62,849	712,804	50,000	50,000	50,000
51 Ending Fund Balance (Unassigned)	\$ 10,235,873	\$ 9,912,960	\$ 6,296,155	\$ 9,374,884	\$ 11,110,510
52 Ending Fund Balance (Unassigned as % of expenditures)	8.2%	7.4%	4.7%	7.0%	8.1%
53					
54 Fund Balance Policy 714 Minimum: 8%					

White Bear Lake Area Schools
Nutritional Services, Community Services, and Debt Service Funds - Revenues and Expenditures Summary
Preliminary 2023-24 Budget

		Actual	Actual	Revised	Preliminary
Nutritional Services Fund		2020-21	2021-22	2022-23*	2023-24
55	Revenues	5,397,288	6,998,355	4,911,848	6,031,474
56	Expenditures	4,572,349	5,308,456	6,245,096	6,525,717
57					
58	Increase/(Decrease) in Fund Balances	824,939	1,689,899	(1,333,248)	(494,243)
59	Ending Fund Balance	\$ 1,405,149	\$ 3,095,048	\$ 1,761,800	\$ 1,267,557
60	Ending Fund Balance (as % of expenditures)	30.7%	58.3%	28.2%	19.4%

** The Revised 2022-23 Budget has been updated and presented for school board approval on June 12, 2023*

		Actual	Actual	Revised	Preliminary
Community Services Fund		2020-21	2021-22	2022-23	2023-24
61	Revenues	6,491,551	7,159,633	7,067,784	7,882,249
62	Expenditures	6,399,792	7,287,402	7,254,281	7,855,053
63					
64	Increase/(Decrease) in Fund Balances	91,759	(127,769)	(186,497)	27,196
65	Ending Fund Balance	\$ 795,177	\$ 667,408	\$ 480,911	\$ 508,107
66	Ending Fund Balance (as % of expenditures)	12.4%	9.2%	6.6%	6.5%

		Actual	Actual	Revised	Preliminary
Debt Service Fund		2020-21	2021-22	2022-23	2023-24
67	Revenues	35,451,016	33,644,221	23,681,761	28,217,881
68	Expenditures	32,843,739	32,381,772	24,600,520	27,280,110
69					
70	Increase/(Decrease) in Fund Balances	2,607,277	1,262,449	(918,759)	937,771
71	Ending Fund Balance	\$ 3,712,552	\$ 4,975,001	\$ 4,056,242	\$ 4,994,013
72	Ending Fund Balance (as % of expenditures)	11.3%	15.4%	16.5%	18.3%

White Bear Lake Area Schools
General Fund Revenues and Expenditures Detail
FY2020-21 - FY2023-24

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
1 Revenue				
2 Local Sources				
3 Property Taxes	\$ 28,038,747	24,780,915	\$ 26,120,034	28,490,442
4 Long Term Facilities Maintenance (LTFM)	854,853	6,970,358	6,184,264	4,332,868
5 Investment Earnings	24,595	16,139	150,000	50,000
6 Other	2,811,275	3,328,586	2,622,288	2,709,840
7 State Sources	67,242,262	68,410,781	68,196,524	72,864,442
8 Special Education	17,794,518	17,925,284	18,569,607	24,014,930
9 Federal Sources	3,010,422	2,962,256	3,224,548	3,170,182
10 Federal COVID-19 Relief Funding	5,508,846	6,237,923	3,926,094	—
11 Total Revenue	125,285,518	130,632,242	128,993,359	135,632,704
12				
13 Expenditures				
14 Administration				
15 Salaries	3,374,702	3,389,532	3,439,759	3,445,024
16 Employee Benefits	1,118,731	1,197,999	1,241,355	1,237,083
17 Purchased Services	103,061	157,116	219,324	219,324
18 Supplies and Materials	27,627	26,560	16,321	16,321
19 Other Expenditures	56,814	88,154	62,224	62,224
20 Total Administration	4,680,936	4,859,361	4,978,983	4,979,976
21				
22 District Support Services				
23 Salaries	1,343,518	1,503,680	1,516,819	1,634,910
24 Employee Benefits	467,733	552,559	541,198	590,149
25 Purchased Services	406,588	407,989	383,759	383,759
26 Supplies and Materials	19,997	92,011	117,730	117,730
27 Capital Expenditures	2,764	—	—	—
28 Other Expenditures	19,169	15,854	25,543	25,543
29 Total District Support Services	2,259,768	2,572,093	2,585,049	2,752,091
30				
31 Elementary and Secondary Regular				
32 Instruction				
33 Salaries	37,816,381	37,552,901	37,609,547	36,911,157
34 Employee Benefits	14,034,935	13,028,805	12,770,976	12,865,850
35 Purchased Services	1,478,500	2,296,262	1,408,601	1,087,301
36 Supplies and Materials	1,690,521	1,628,063	2,463,393	2,373,766
37 Capital Expenditures	179,975	375,825	229,873	229,873
38 Other Expenditures	488,259	491,640	271,330	249,889
39 Total Elementary and Secondary				
40 Regular Instruction	55,688,571	55,373,496	54,753,720	53,717,836
41				
42 Vocational Education Instruction				
43 Salaries	594,459	644,013	779,847	807,144
44 Employee Benefits	235,895	242,884	271,572	281,079
45 Purchased Services	238,728	284,698	231,063	231,063
46 Supplies and Materials	26,945	46,215	24,000	24,000
47 Capital Expenditures	—	—	—	—
48 Other Expenditures	5,178	7,316	—	—
49 Total Vocational Education				
50 Instruction	1,101,205	1,225,126	1,306,482	1,343,286
51				
52 Special Education Instruction				
53 Salaries	17,092,770	17,781,022	19,074,647	19,656,625
54 Employee Benefits	6,763,380	6,962,383	7,293,141	7,493,188
55 Purchased Services	1,899,078	1,584,610	1,645,439	1,621,603
56 Supplies and Materials	107,788	168,736	180,641	111,556
57 Capital Expenditures	2,244	165,291	70,000	20,000
58 Other Expenditures	98,673	103,532	30,553	30,553
59 Total Special Education Instruction	25,963,934	26,765,574	28,294,421	28,933,525
60				
61 Instructional Support Services				
62 Salaries	4,322,235	5,643,875	5,746,628	5,721,848
63 Employee Benefits	1,441,330	1,860,814	2,020,087	2,116,608
64 Purchased Services	263,940	555,932	716,329	547,357
65 Supplies and Materials	636,395	2,323,753	1,872,097	1,766,097
66 Capital Expenditures	1,193,781	112,704	9,530	9,530
67 Other Expenditures	25,884	97,197	8,593	8,593
68 Total Instructional Support Services	7,883,564	10,594,275	10,373,264	10,170,033

White Bear Lake Area Schools
General Fund Revenues and Expenditures Detail
FY2020-21 - FY2023-24

	Actual 2020-21	Actual 2021-22	Revised 2022-23	Preliminary 2023-24
69 Pupil Support Services				
70 Salaries	3,467,489	3,978,260	3,819,772	3,938,517
71 Employee Benefits	1,248,468	1,544,850	1,568,230	1,481,749
72 Purchased Services	579,205	956,342	275,084	270,084
73 Supplies and Materials	145,735	161,890	88,371	24,336
74 Capital Expenditures	1,425	—	—	—
75 Other Expenditures	25,352	29,898	—	—
76 Total Pupil Support Services	5,467,674	6,671,241	5,751,457	5,714,686
77				
78 Transportation				
79 Salaries	1,385,814	1,486,023	1,608,423	1,664,717
80 Employee Benefits	485,879	518,231	544,619	563,684
81 Purchased Services	4,947,334	5,928,031	6,309,071	6,941,463
82 Supplies and Materials	327,974	389,439	469,572	469,572
83 Capital Expenditures	80,029	—	500,000	306,000
84 Other Expenditures	—	—	—	—
85 Total Transportation	7,227,030	8,321,723	9,431,685	9,945,436
86				
87 Sites and Buildings				
88 Salaries	3,549,403	3,777,660	3,519,951	3,638,877
89 Employee Benefits	1,323,077	1,435,253	1,547,353	1,600,371
90 Purchased Services	5,620,832	9,726,551	8,083,606	6,233,306
91 Supplies and Materials	1,561,724	897,775	1,131,463	1,131,463
92 Capital Expenditures	349,673	109,783	1,365,689	1,245,739
93 Other Expenditures	30,256	38,457	29,185	29,185
94 Total Sites and Buildings	12,434,965	15,985,479	15,677,247	13,878,941
95				
96 Fiscal and other fixed cost programs				
97 Purchased Services	489,542	(166,473)	475,473	639,470
98				
99 Debt Service				
100 Principal	718,499	785,406	715,000	715,000
101 Interest and Fiscal Charges	348,731	293,382	243,350	243,350
102 Total Debt Service	1,067,230	1,078,788	958,350	958,350
103				
104 Total Expenditures	124,264,419	133,280,683	134,586,131	133,033,630
105				
106 Net Increase/(Decrease) in Fund Balances	1,021,099	(2,648,441)	(5,592,772)	2,599,074
107				
108 Fund Balances				
109 Beginning Fund Balances	15,782,510	16,804,504	14,156,063	8,563,291
110				
111 Ending Fund Balances	\$ 16,804,504	\$ 14,156,063	\$ 8,563,291	\$ 11,162,365
112				
113 Ending Fund Balance (Assigned - General Fund)	2,000,000	—	—	—
114 Ending Fund Balance (Assigned for Student Activities)	358,880	440,281	440,281	440,281
115 Ending Fund Balance (Restricted for Medical Assistance)	730,553	—	—	—
116 Ending Fund Balance (Restricted for Operating Capital)	3,065,789	2,293,520	1,359,659	860,745
117 Ending Fund Balance (Restricted for Capital Projects)	243,739	712,279	332,947	352,236
118 Ending Fund Balance (Restricted for LTFM)	—	—	—	—
119 Ending Fund Balance (Restricted for Achievement & Integration)	106,821	84,219	84,219	84,219
120 Ending Fund Balance (Nonspendable)	62,849	712,804	50,000	50,000
121 Ending Fund Balance (Unassigned)	10,235,873	9,912,960	6,296,155	\$ 9,374,884
122 Ending Fund Balance (Unassigned as % of expenditures)	8.2%	7.4%	4.7%	7.0%
123				
124 Fund Balance Policy 714 Minimum: 8%				

AGENDA ITEM: **Action on Workers Compensation Agreement for 2023-2024**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

A renewal quote was received from the District's current workers compensation carrier, Risk Administrative Services, Inc. (RAS). The district's experience mod increased from .79 to .82; this change, coupled with an estimated cost of living increase in salary and benefits resulted in a renewal premium of \$429,255, a 5.5% increase from the previous school year.

Please see the attached documents for an executive summary of the 2023-2024 renewal as well as a breakdown of the costs of the program.

RECOMMENDED ACTION:

Move to accept the quote of \$429,255 from Risk Administration Services for workers compensation insurance effective July 1, 2023 through June 30, 2024.



2023-24 Workers Compensation Insurance

Year	Premium	% Change	Experience Mod Rate (EMR)
2015-16	\$691,998		
2016-17	\$702,760	1.55%	
2017-18	\$612,908	-12.8%	1.09
2018-19	\$573,885	- 6.4%	1.11
2019-20	\$597,003	4.0%	1.10
2020-21	\$595,828	- 0.05%	1.10
2021-22	\$443,658	- 25.5%	.97
2022-23	\$406,859	-8.5%	.79
2023-24	\$429,255	5.5%	.82



White Bear Lake Public Schools ISD #624

Executive Summary
07/01/2023 – 07/01/2024

Nick Lano | Area Vice President
Nick_Lano@ajg.com | 952.358.7579

05/19/2023



Gallagher

Insurance | Risk Management | Consulting

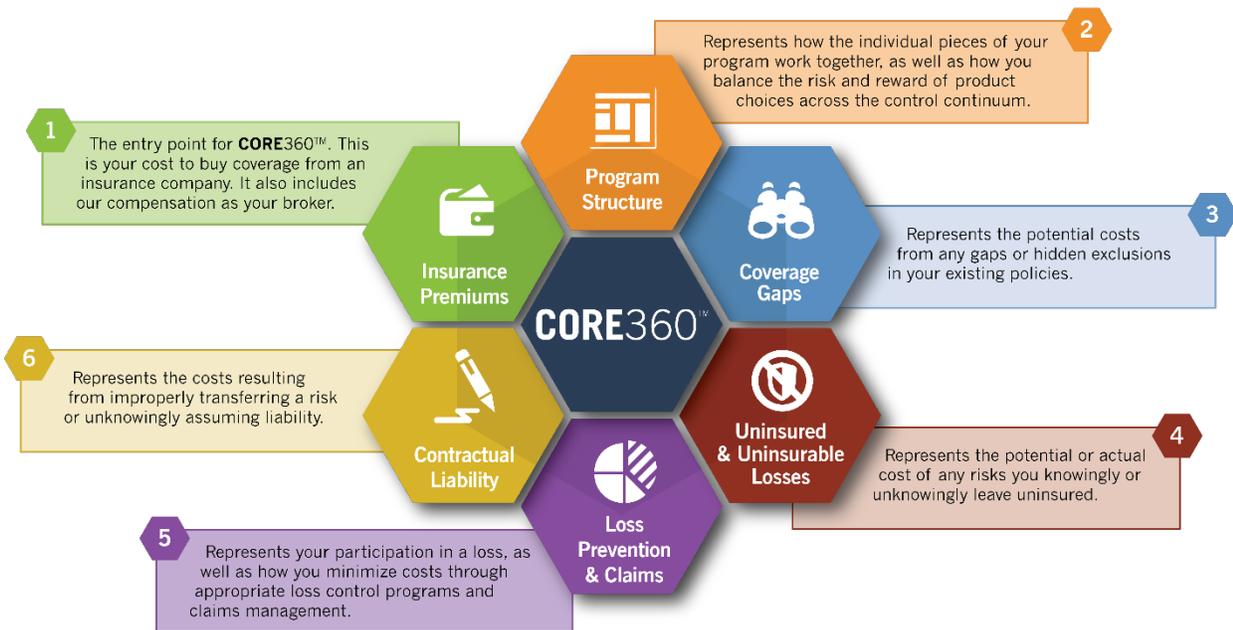
Overview

On behalf of the Gallagher team, we would like to thank White Bear Lake Area Schools ISD #624 for the continued opportunity to serve the district. This Executive Summary is a shorter version of our proposal and is intended to summarize the renewal and outline our **CORE360™** approach for the district. The intent of our **CORE360™** approach is to help you optimize your total cost of risk and thereby improving the district's profitability to better serve the community. We highlight each **CORE360™** cost driver, beginning with Insurance Premiums and ending with Contractual Liability. Highlighting each cost driver will not only summarize the key accomplishments, but also ensure that we are deliberate in driving value to each of your six cost drivers which represent your total cost of risk.

The Executive Summary also follows the decisions made and action items we discussed during our Strategic Review call on April 10th. During the discussion we established the following goals and objectives for 2023:

- Agreed to negotiate and leverage partnership with RAS – commit to a renewal rate increase of no more than 2%. Estimated premium before any change in payrolls of \$426,500.
- Continue to provide the greatest deliverable to ISD 624 – program stability and carrier partnership.
- Continue to provide extensive loss prevention services and claims advocacy to drive down the district's total cost of risk.

We believe we have delivered on these results and look forward to reviewing the Executive Summary in further detail. We know that you have a choice and we appreciate your business and continued support.



2023 CORE360™ Stewardship Scorecard

Your CORE360™ Stewardship Scorecard has been developed for you to get a quick snapshot of how we've impacted your total cost of risk over time, by monetizing the cost of risk changes by cost driver.



Insurance Premiums

- 2023 Workers' Compensation premium increased 5.5%.
- 2023 Workers' Compensation rate increased 2%.
- Experience Mod Increased 4% in 2023.
- **Overall net rate has decreased 54% in eight years working with Gallagher.**
- Program marketed in 2014, 2016 & 2021.



Program Structure

- Total payroll increased 3.5% in 2023.
- Total Payroll for the district has increased 28.5% in eight years.
- Program structure has remained stable with RAS since 2014.
- Discussion of Retention Program.
- Discussed the implementation of RAS's nurse hotline service.



Coverage Gaps

- Our review revealed no actionable coverage gaps at this time.



Uninsured & Uninsurable Losses

- There have been no changes in our understanding of the district's uninsured or uninsurable risks since our last discussion.



Loss Prevention & Claims

- Coordinated RAS Loss Control Inspection
- Claim Review Meeting – 3/29/2021
- Provided clarification to the district on indemnity calculations for teachers pay structure.
- Risk Analysis completed on 2.16.17 by RAS.
- 2023 Experience Mod Analysis completed.
- Aggravated Inequities Completed
- Ergo Assessments Completed by RAS.



Contractual Liability

- Hidden risk transfers & unknown assumption of liability – Snow removal companies, General Contractors and Construction Managers (for example).

Insurance Market Report – March 2023

The Big Picture

WHERE WE'VE BEEN (THROUGH Q4 2022)

- Buyers overall faced a challenging insurance market beginning in 2018 and continuing through Q1 2023.
- Over the last few years, carriers have taken significant actions to improve profitability by:
 - Becoming more selective on risks they were willing to insure
 - Raising rates
 - Requiring higher deductibles/retentions and attachment points
 - Reducing limits/capacity

Although carriers have taken significant actions to improve their performance, many will report combined ratios in excess of 100% for 2022, primarily due to CAT losses led by Hurricane Ian and Winter Storm Elliott.

WHERE WE ARE

Although carriers have taken many measures to improve their overall portfolio's profitability, several headwinds still exist.

- **Inflation** — Inflation continues to impact the insurance marketplace elevating carriers' loss costs (mid-single digits or greater and will directly impact carriers' ability to offer property capacity).
 - On the property side, we're seeing an increase in building materials, fuel and labor costs, which in turn increases overall claim costs and adds to claim resolution time. Inflation is also impacting carriers' ability to deploy capacity and manage catastrophic risk.
 - On the casualty side, carriers face escalating challenges that drive up claim costs, including social inflation, plaintiff-friendly judgments and "nuclear" jury awards. Many of these challenges have been exacerbated by third-party litigation funding (TPLF). Litigation funded by third-party investors is most prevalent in commercial auto, general liability, Directors & Officers (D&O), and umbrella/excess insurance lines.
- **Property reinsurance** — The property treaty market has hardened considerably, with January 1 reinsurance treaty renewals proving to be highly challenging. The driving factors of this market shift include capital erosion, increased demand due to inflation, reduction in global dedicated reinsurance capacity and lack of profit due to high catastrophe losses. Catastrophe risk in the US had been subsidized for years by widely available capital. Primary carriers are faced with significant rate and retention increases, coupled with capacity constraints and tighter terms and conditions. These unfavorable reinsurance renewals exert pricing and capacity pressure on carriers, and are expected to be the principal driver of a challenging primary property market in 2023.
- **Climate Change** — The frequency and severity of weather-related events remain elevated from a historical standpoint.
- **Potential Recession** — As the Federal Reserve raises interest rates to combat inflation, many economists believe the US economy will likely enter into a recession in 2023. Potential reduced economic output could directly impact insurance profitability.
- **Other items of note are the conflict in Ukraine;** environmental social and governance (ESG); and the rising cost of capital.

ISD 624

© 2023 Arthur J. Gallagher & Co. All rights reserved.

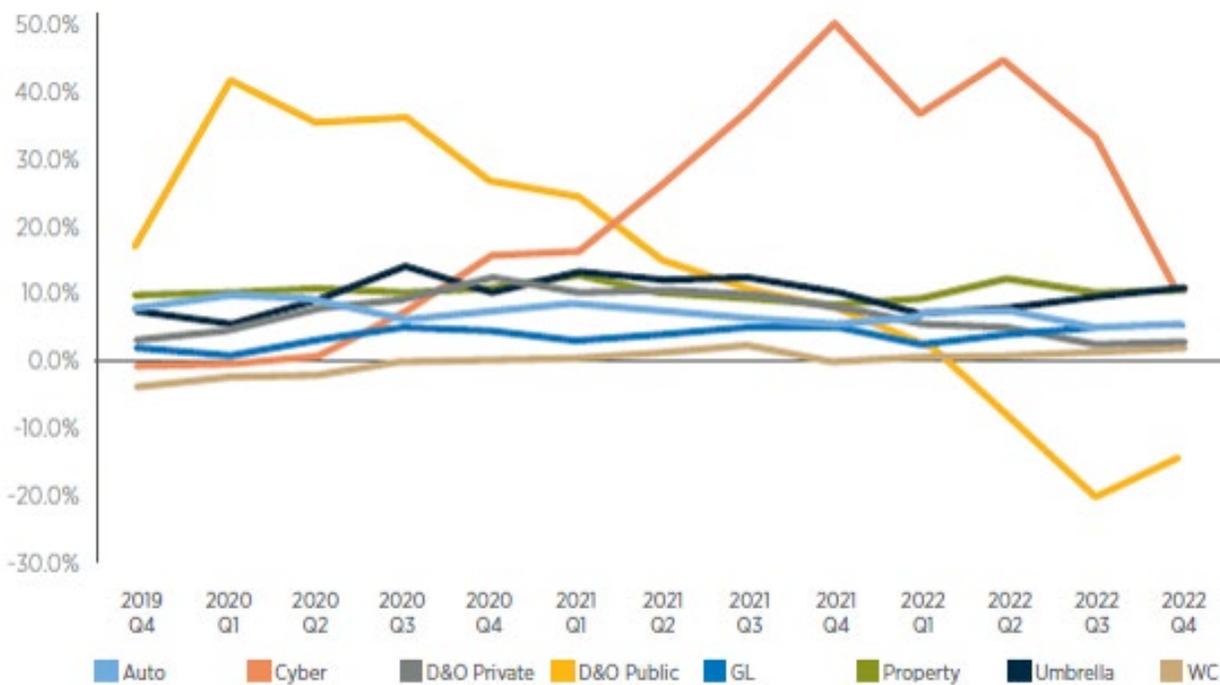
Insurance Market Report – March 2023

WHERE WE'RE GOING

2023 will likely resemble 2022 in many ways, with some notable exceptions, namely property, as carriers address increased costs and exposure to catastrophe losses, higher reinsurance costs, rising risk retention, macroeconomic factors and inflation. Property carriers will continue to focus on valuation issues (including business income) on all risks, and we expect a deterioration in market conditions on CAT property, especially wind-exposed programs.

Carriers will also continue to focus on profitability to ensure they are getting adequate returns on the risks they are insuring, which means they will try to keep rates on pace with increased lost costs, reinsurance costs and retentions, and inflation.

Median Year Over Year Rate by Line of Coverage



Source: Gallagher US Clients

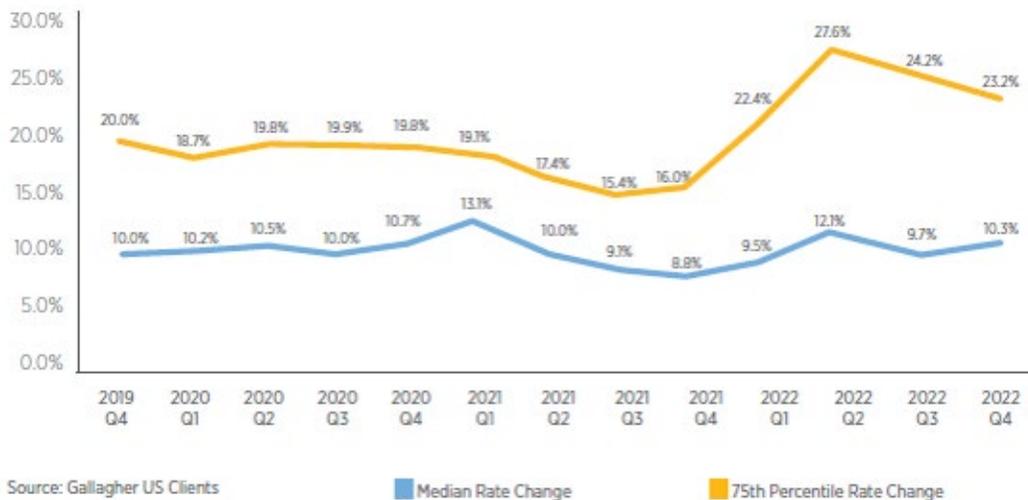
Insurance Market Report – March 2023

Property

WHERE WE'VE BEEN (THROUGH Q4 2022)

- Property buyers have experienced more than five years of rate increases, which helped carriers get into a profitable position on many placements. However, the industry faced continued frequent and severe losses due to weather events, many borne by the reinsurance markets.
- Gallagher Re estimated total global insured losses from natural hazards at \$140 billion, the fifth year since 2017 to top \$100 billion in losses. Hurricane Ian in September
- 2022 was the costliest weather event to ever hit Florida, with estimated losses of \$55 billion–\$75 billion.
- Less-modeled and unmodeled risks like wildfire, freeze and severe convective storms continued to plague the property marketplace. These secondary perils contributed \$73 billion or 62% to 2022's insured losses, according to estimates by Gallagher Re.
- Reinsurers realized significant losses from Ian and many had to reduce capacity in response. The uncertainty of the January 1 treaty renewals caused many carriers to adopt a cautious approach to deploying capacity, especially on new business.

Property Rate Trends Q4 2019–Q4 2022

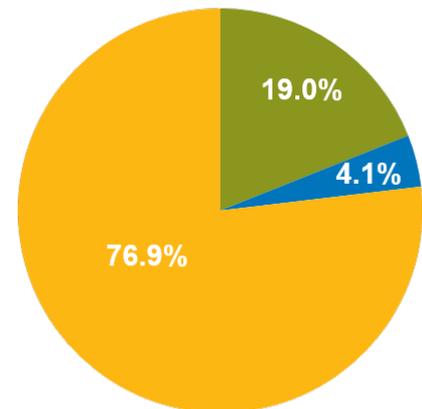


Insurance Market Report – March 2023

WHERE WE ARE

- Property and business income valuation are a major focus for carriers, which highlights the need to ensure values accurately reflect replacement and inflation costs. The cost to rebuild has gone up significantly year over year, and carriers are closely scrutinizing submitted replacement cost valuations. They are benchmarking them against in-house tools to estimate replacement costs.
- For those in challenging classes, property remains a hard market. These classes, such as multifamily, wood frame, food manufacturing, properties in Florida, wildfire zones and Tier 1 wind exposure, continue to experience higher rate increases.
- The median increase in Q4 2022 for property policies was 10.3%, with 76.9% taking an increase.

Q4 2022 Property Rate Changes
Gallagher – U.S. Clients



● Decrease ● Flat ● Increase

10.3%

median rate change
in Q4 2022*

WHERE WE'RE GOING

- Property rate increases are expected to impact almost all clients due to the confluence of factors described above. The level of the rate increase will depend on many factors.
- More favorable renewal terms exist for clients with secure incumbent capacity and attractive risk profiles (no CAT-exposed property, up-to-date valuations, risk control programs, no loss history, etc.).
- Clients with exposure to Tier 1 wind, especially those in Florida, are likely to experience rates higher than most. Capacity for Florida programs will be constrained, and clients may have to make difficult decisions regarding retentions and limits.
- Valuations: If carriers are not satisfied with the accuracy of the reported values, they may choose to decline coverage, introduce coverage-limiting language or adjust premiums based on what they feel the values should be, producing outsized price increases. Increasing values may impact the CAT coverage that carriers are willing to deploy.
- Treaty reinsurance renewal outcomes will continue to impact the primary property market. While January 1 is the most common global treaty renewal date, there are several larger commercial carriers with April to July renewals. These carriers are already factoring in the anticipated changes in their pricing and underwriting.
- Carriers writing 100% of risk may look to reduce their participation to a primary layer or quota share with other carriers.
- Deductibles for weather-related perils are expected to increase, either moving from a traditional fixed all-other-perils deductible to a percentage of insured value or increase—for example, a 3% wind deductible in Florida to 5% of insured value.

ISD 624

© 2023 Arthur J. Gallagher & Co. All rights reserved.

Insurance Market Report – March 2023

General Liability

WHERE WE'VE BEEN (THROUGH Q4 2022)

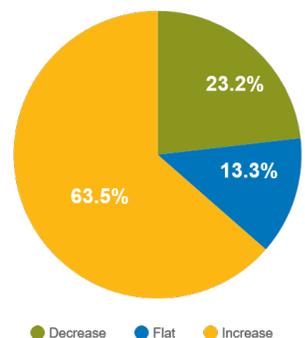
- Claims in general liability have returned to more normalized levels after a pandemic lull in 2020.
- Because most primary general liability's policy limits have not changed in many years, carriers remained somewhat insulated from trends such as social inflation, which impacted other lines of insurance, like D&O, auto and umbrella/excess.



WHERE WE ARE

- The general liability market remains stable from the challenging market of the last few years, with most accounts seeing single- to double-digit percentage increases. Companies with significant loss experience or in tougher industries or product lines are seeing larger increases.
- Even though primary general liability carriers are somewhat protected, they remain concerned with the impact of TPLF and the impact of social inflation on the general liability line. Policy limits for general liability have not changed in 30 years, while inflation — and with it the cost of claims — has crept up.
- The median increase in Q4 2022 for GL policies was 4.7%, with 63.5% taking an increase.

Q4 2022 GL Rate Changes
Gallagher – U.S. Clients



4.7%
median rate change
in Q4 2022*

WHERE WE'RE GOING

- We expect rate increases to continue into 2023, albeit smaller increases than many of the other major lines of insurance, such as property, umbrella/excess and auto.
- Inflation and third-party litigation will continue to drive up claim costs and prices.
- Carriers are pushing for new mandatory exclusions for pollutant per- and polyfluoroalkyl substances (PFAS).
- The umbrella carriers that sit over general liability policies have asked for policy limits to be raised, and we continue to watch whether carriers will increase policy limits or attachment points.

ISD 624

Insurance Market Report – March 2023

Workers' Compensation

WHERE WE'VE BEEN (THROUGH Q4 2022)

- Median rates have been low for Workers' Compensation coverage for several years in a row.
- There's been a lot of competition over the last several years.
- Losses were down during the pandemic. As employees have returned to the workplace, claim frequency has risen as less experienced employees have entered the workforce.

Workers' Compensation Rate Trends Q4 2019–Q4 2022



Source: Gallagher US Clients

■ Median Rate Change

■ 75th Percentile Rate Change

ISD 624

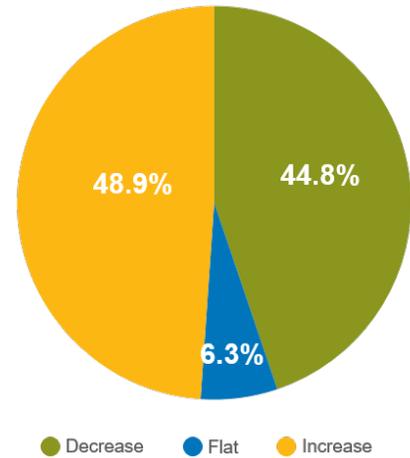
© 2023 Arthur J. Gallagher & Co. All rights reserved.

Insurance Market Report – March 2023

WHERE WE ARE

- Favorable loss development in prior years continues to positively impact most carriers.
- Workers' Compensation remains a competitive rate environment, even as the majority of companies saw a slight premium uptick. Companies continue to use this line to leverage better results over the entirety of their casualty program.
- With a hybrid workforce and more employees working remotely, companies have less concentration of workers on-site. By statute, companies have to provide coverage for terrorism in concentrated sites; the hybrid business model has saved companies money for this coverage.
- As with all lines, inflation has driven up the cost of claims. Workers' Compensation claims are long tailed, so the effect of medical and wage inflation will unfold.
- The median increase in Q4 2022 for WC policies was 0.3%, with 48.9% taking an increase.

Q4 2022 WC Rate Changes
Gallagher – U.S. Clients



0.3%

median rate change
in Q4 2022*

WHERE WE'RE GOING

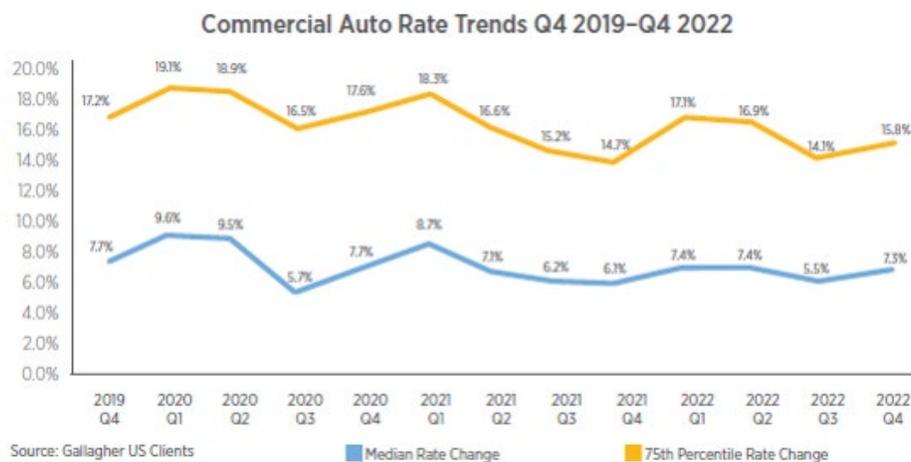
- We expect the marketplace to be fairly stable throughout 2023. The state of the economy will likely affect Workers' Compensation in additional ways, such as rising payroll costs due to wage inflation. Carriers may explore opportunities to offset the impact of wage inflation by switching the rating basis to employee headcount.
- While ultimately COVID-19 cases have not impacted modification factors, we will be monitoring whether loss ratios climb over the longer term.
- Workforce trends remain an open question: Will mental anguish or stress-related claims build momentum and put pressure on the Workers' Compensation claims? As employees start new jobs with less experience, will workplace injury rates grow and add pressure? How will the aging workforce affect claims over the long term?

Insurance Market Report – March 2023

Commercial Auto

WHERE WE'VE BEEN (THROUGH Q4 2022)

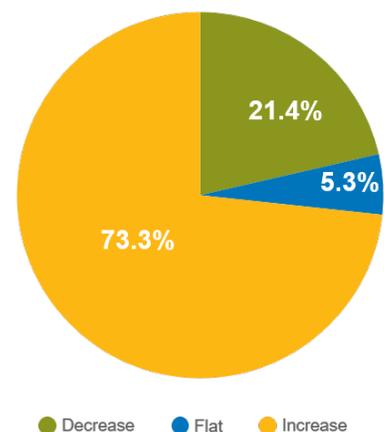
- Over the past few years, industry loss ratios have deteriorated dramatically due to challenges around TPLF, social inflation, large jury awards, and a general rise in auto claim costs due to inflation and supply chain challenges.
- Supply chain disruptions and a labor shortage triggered by COVID-19 have lessened, but it is still hard for automakers and repair shops to meet demand. Prices and demand for new and used vehicles have skyrocketed, driving up claims costs and auto insurance rates.



WHERE WE ARE

- Inflationary trends continue to impact loss costs, leading to higher premiums.
- Carriers insuring large commercial fleets are looking to attach excess layers above \$1 million. Even carriers for small accounts are looking to attach at higher limits.
- Given the cost drivers, it's challenging for carriers to profit in an environment of significant third-party litigation.
- The median increase in Q4 2022 for commercial auto policies was 7.3%, with 73.3% taking an increase.

Q4 2022 Commercial Auto Rate Changes
Gallagher – U.S. Clients



7.3%

median rate change in Q4 2022*

WHERE WE'RE GOING

- Labor shortages, inflation, third-party litigation and supply chain issues are expected to continue driving up commercial auto prices.
- Losses from Hurricane Ian on primary carriers and reinsurers may add to some pricing pressure in 2023.

ISD 624

© 2023 Arthur J. Gallagher & Co. All rights reserved.

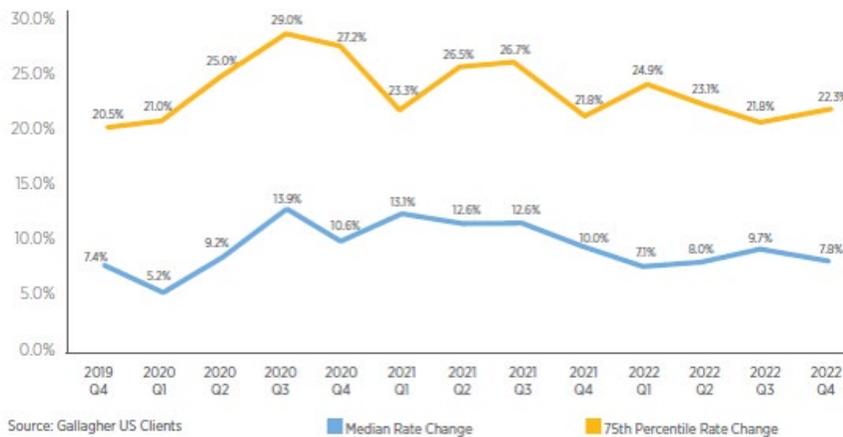
Insurance Market Report – March 2023

Umbrella/Excess

WHERE WE'VE BEEN (THROUGH Q4 2022)

- Umbrella/excess has been a challenging market for the last few years. Companies faced significant rate gains as carriers right-sized pricing and raised attachment points to accommodate losses affecting its underlying lines, commercial auto and general liability.
- TPLF has remained a concern for insurers. Large judgments and settlements targeted the deep pockets of big corporations, leading to hefty rate increases for Fortune 500 companies.
- Rate increases and demands for higher attachment points have lessened somewhat in 2022.

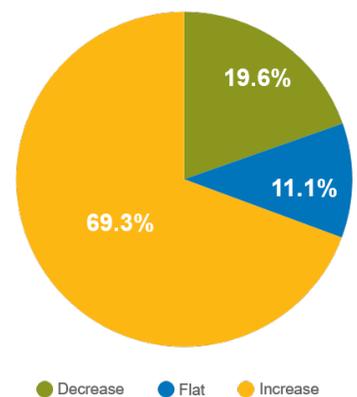
Umbrella Rate Trends Q4 2019–Q4 2022



WHERE WE ARE

- With the right-sizing in pricing and attachment points in the last few years, the umbrella/excess market has stabilized.
- There is new competition in the upper layers (above \$25 million), with new market entrants willing to deploy capacity and more aggressively going after these layers. However, there continues to be little competition for lead umbrella/excess layers (under \$25 million). These lead layers continue to see stable increases of roughly 10% per year.
- Most placements with minimal adverse loss history, including renewals, continue to require full marketing efforts and restructuring with varying attachment points.
- We are seeing success in addressing large losses as part of the renewal submission process. Underwriters want to know: What is the story behind the loss? What lessons has the organization learned from it?
- The casualty market is viewed as calmer and more rational than other parts of the business, with renewals completed at terms seen as tough but fair by most buyers.
- The median increase in Q4 2022 for umbrella/excess policies was 7.8%, with 69.3% taking an increase.

Q4 2022 Umbrella Rate Changes
Gallagher – U.S. Clients



7.8%
median rate change
in Q4 2022*

ISD 624

© 2023 Arthur J. Gallagher & Co. All rights reserved.

Insurance Market Report – March 2023

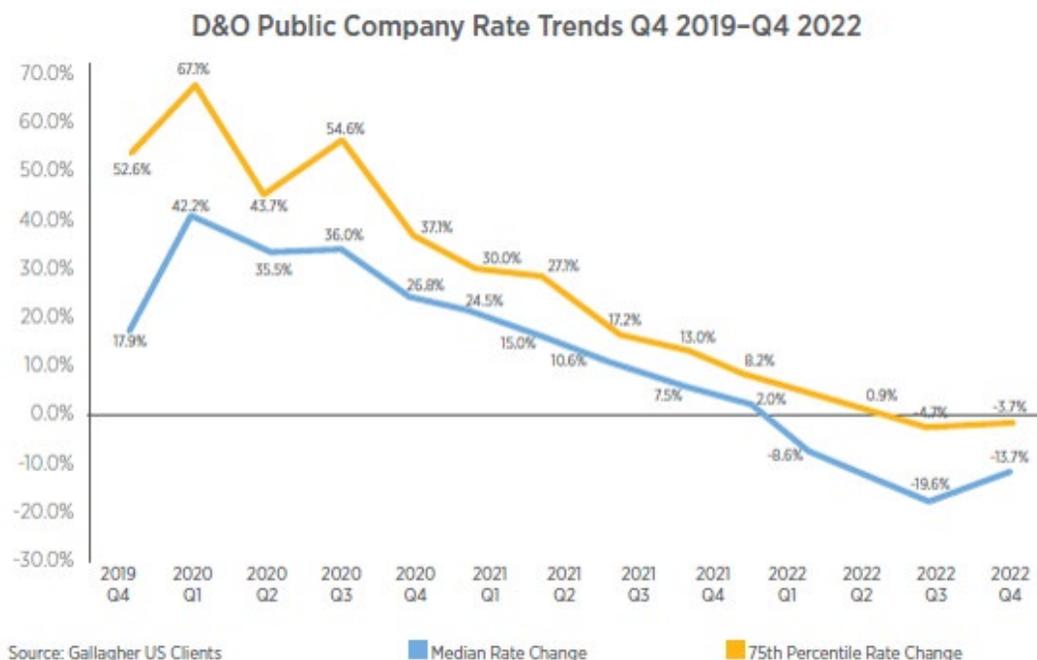
WHERE WE'RE GOING

- As the umbrella/excess market becomes more competitive at the higher layers, clients may return to the higher limits they reduced in prior years. For example, companies that historically had a \$50 million umbrella/excess policy spent that same money for \$25 million of coverage over the past few years. As rates moderate and coverage potentially becomes more affordable, companies may want to consider purchasing higher limits.
- Social inflation and nuclear verdicts continue to be areas of uncertainty for umbrella/ excess lines.

Directors & Officers

WHERE WE'VE BEEN (THROUGH Q4 2022)

- Premium increases decelerated in 2022 and ultimately shifted to premium decreases for many public company insureds.
- ESG issues such as board diversity and investment strategies have grown in prominence over the last few years, and remain a subject of political debate. Some ESG critics have suggested anti-ESG proposed legislation.
- Runoff policy rates, which provide an extended reporting period for a company to report claims post-acquisition, have come down from highs of the last two years for mergers and acquisitions.
- Ultimately, D&O claims related to COVID-19 have not been particularly significant. Notably, resolution to date has been via dismissal, while settlements have been relatively small.

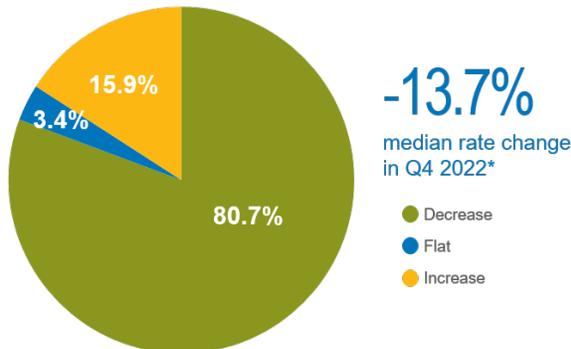


ISD 624

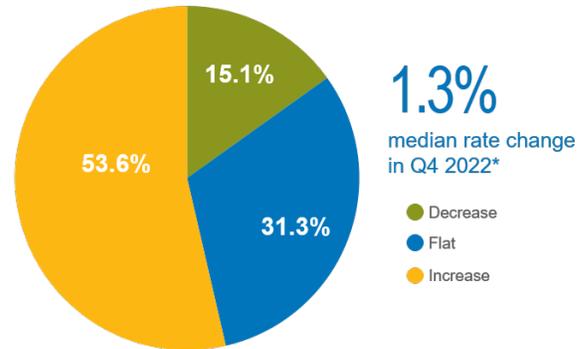
© 2023 Arthur J. Gallagher & Co. All rights reserved.

Insurance Market Report – March 2023

Q4 2022 D&O Public Rate Changes
Gallagher – U.S. Clients



Q4 2022 D&O Private Rate Changes
Gallagher – U.S. Clients



Private Company D&O

- More private D&O carriers are entering the market, bringing increased capacity. The new competition is helping to stabilize rates, but not as notably as in public D&O. One large multinational carrier has been much more aggressive in the private D&O marketplaces.
- Given the broad entity coverage provided under private D&O policies, insurers often find themselves paying more and costlier claims than anticipated. The more expensive claims are often related to bankruptcies, antitrust, and mergers and acquisitions, including DeSPACs.
- ESG is becoming more important to underwriters in the private sector.
- The median increase in Q4 2022 for D&O private policies was 1.3%, with 53.6% taking an increase.

WHERE WE'RE GOING

- We expect to see continued competition at all layers and across industries, given the abundance of capacity in the marketplace.
- Other factors may change the current status of the D&O market such as supply chain issues, increased interest rates, inflation, a potential recession and the conflict in Ukraine. Inflation, which ramped up in 2022, may increase premiums.
- The future landscape for D&O claims remains a question. Could economic stressors lead to potential widespread loss of shareholder value and ensuing regulatory changes? We're watching this area closely. In turn, this could lead to more security claims in 2023.

ISD 624

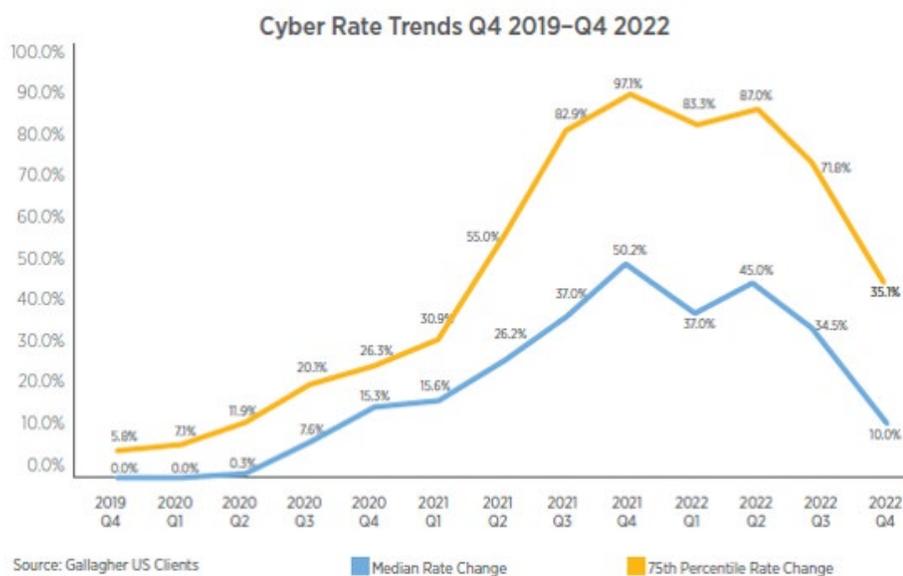
© 2023 Arthur J. Gallagher & Co. All rights reserved.

Insurance Market Report – March 2023

Cyber

WHERE WE'VE BEEN (THROUGH Q4 2022)

- Last year, the cyber market experienced massive premium increases, a trend that began in prior years and continued unabated.
- Underwriters became more strict about individual client cybersecurity controls (i.e., multifactor authentication).
- Through 2022, many organizations continued remote working environments, while cyberthreat actors continued to exploit inherent data security weaknesses.
- Loss ratios for carriers improved over the last 18 months as they applied sublimits to ransomware cases.
- While there was a noted decrease in the number of ransomware attacks in 2022, we noted an increase in litigation related to wrongful data collection. This trend is one we are watching closely, as regulators seem to be more focused on it and several states are following California in passing more robust privacy laws.



WHERE WE ARE

- The cyber market continues to remain hard; however, we are seeing more modest increases and, in some rare cases, flat renewals or slight decreases as the market has continued to stabilize.
- More carriers continue to express concern with systemic cyber risk and remain focused on quantifying how a systemic cyber loss may impact a book of business. We are seeing a focus on modeling tools that may help illustrate the effects of events such as cloud outages, cyber war between nation-states and cyber attacks on critical infrastructure. Many primary cyber carriers have modified policy language to impose sublimits in the event of a systemic cyber incident. For example, some carriers may impose sublimits as low as 10% for systemic losses, which means they may only provide 10% of the policy limit in case of a widespread or systemic cyber loss. For ransomware attacks, sublimits restricting coverage to 50% of the limit are now common. In some cases, coinsurance is applied to ransomware cases, where the insured shares part of the cost up to the sublimit. In addition, underwriters are growing more concerned with rising regulatory risk related to wrongful data collection, and some have modified policy language to constrict coverage for regulatory risk.

ISD 624

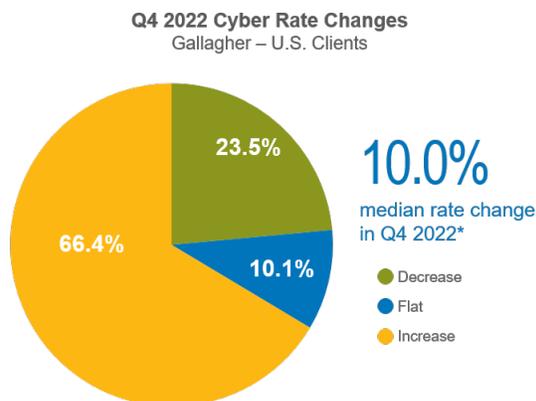
© 2023 Arthur J. Gallagher & Co. All rights reserved.

Insurance Market Report – March 2023

- Cyber carriers continue to be laser-focused on cybersecurity controls, and the level of cyber protection continues to have a direct and significant impact on policies offered. Multifactor authentication, privileged access management, endpoint detection and response, and patch management programs remain at the top of the wish list for many cyber underwriters.
- The median increase in Q4 2022 for cyber policies was 10.0%, with 66.4% taking an increase.

WHERE WE'RE GOING

- Underwriters are looking for verification of controls and may move toward formal validation by an independent third party. This is driven, at least in part, by increasingly complex and ambiguous underwriting questions applicants must now answer as part of the application process.
- While we have not seen a significant number of carriers leave the marketplace, we see a continued strain on capacity, as demand for limits generally outweighs supply.
- As significant amounts of cyber premium continues to be ceded to reinsurers, reinsurers are in turn seeking out capacity via insurance-linked securities. We see both the reinsurance community and capital markets as key to increasing capacity, and the overall growth of the cyber insurance market in this quarter and beyond.



About Our Data

Gallagher Drive® is our premier data and analytics platform that combines market condition, claims history and industry benchmark information to give our clients and carriers the real-time data they need to optimize risk management programs. When used as part of **CORE360®**, our unique comprehensive approach to evaluating our client's risk management program, Gallagher Drive creates meaningful insights to help them make more informed risk management decisions, find efficient use of capital, and identify the top markets with the best solutions for their risks.

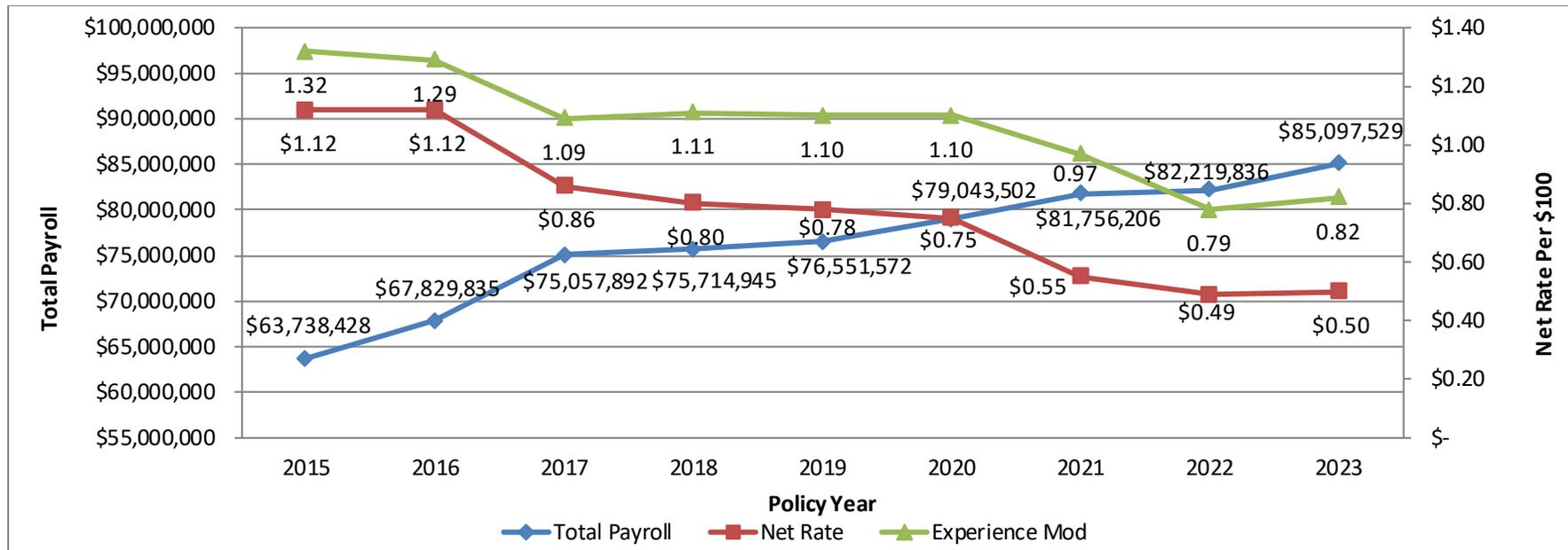
Rate changes in this report were calculated by using the changes in premium and exposure of Gallagher clients renewing in Q4 2022.

* Source: Gallagher Drive U.S. Client Data, October 2022–December 2022. The median is the value separating the upper half from the lower half data sample (or the middle value). 75th Percentile Rate is the average of the top 25% of Gallagher clients' accounts that received the highest rate increases. Due to the variability that we're seeing in this market and specific account characteristics, individual rates may vary.

Historical Program Exposures

Class Code	Description	2017 – 2018 AUDITED	2018 – 2019 AUDITED	2019 – 2020 AUDITED	2020 – 2021 AUDITED	2021 – 2022 AUDITED	2022 – 2023 ESTIMATED	2023 – 2024 PROJECTED
7380	Chauffeurs & Helpers	\$70,831	\$96,762	\$99,775	\$100,015	\$108,541	\$103,670	\$107,297.93
7382	Bus Co. – All Other Employees & Drivers	\$1,426,651	\$1,348,236	\$1,338,880	\$1,009,975	\$1,590,252	\$1,590,252	\$1,645,910
8385	Bus Co – Garage Employee	\$61,481	\$118,277	\$114,058	\$104,086	\$102,740	\$126,721	\$131,156
8868	College Professional Employee	\$69,221,790	\$69,780,719	\$70,647,781	\$72,611,915	\$75,365,276	\$75,552,666	\$78,197,009
9101	College – All Other Employee	\$4,277,139	\$4,370,951	\$4,351,078	\$4,467,144	\$5,067,116	\$4,846,527	\$5,016,155
Total		\$67,829,835	\$75,057,892	\$75,714,945	\$76,551,572	\$81,756,206	\$82,219,836	\$85,097,528

Historical Characteristics:



ISD 624



Workers' Compensation Claims Summary

HISTORICAL FIVE YEARS

WORKERS' COMPENSATION											
POLICY TERM	CARRIER NAME	IND / PD PAID	MED / BI PAID	EXPENSES PAID	TOTAL PAID	TOTAL RESERVES	TOTAL RECOVERIES	TOTAL INCURRED	# OF OPEN CLAIMS	# OF CLOSED CLAIMS	# OF CLAIMS
07/01/2018 to 07/01/2019	RS	\$56,481	\$142,828	\$43,369	\$242,678	\$0	\$0	\$242,678	0	174	174
07/01/2019 to 07/01/2020	RAS	\$17,998	\$69,537	\$2,815	\$90,350	\$0	\$0	\$90,350	0	167	167
07/01/2020 to 07/01/2021	RAS	\$83,393	\$84,685	\$27,455	\$195,534	\$4,291	\$0	\$199,825	1	179	180
07/01/2021 to 07/01/2022	RAS	\$33,346	\$93,372	\$27,662	\$154,380	\$143,764	\$0	\$298,144	3	211	214
07/01/2022 to 07/01/2023	RAS	\$22,401	\$69,321	\$13,332	\$105,054	\$272,897	\$0	\$377,951	21	148	166
TOTALS:		\$213,619	\$459,743	\$114,633	\$787,996	\$420,952	\$0	\$1,208,948	25	879	901

ISD 624

© 2023 Arthur J. Gallagher & Co. All rights reserved.



Workers' Compensation

EXPERIENCE MODIFICATION VALIDATION

Mod Analysis for INDEPENDENT SCHOOL DISTRICT 624

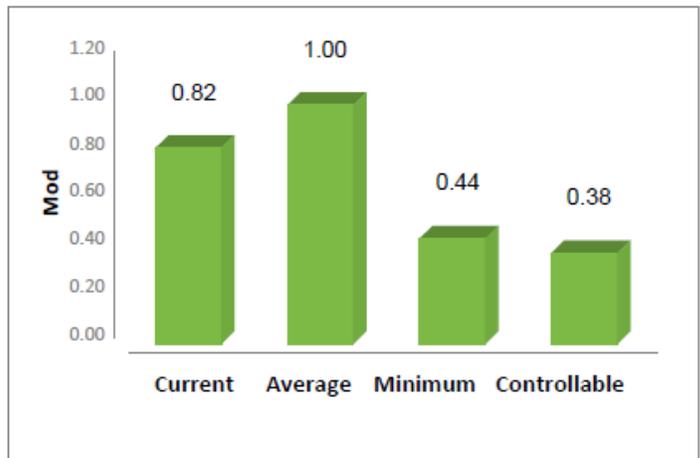
Mod Snapshot

Effective date: 7/1/2023

The Key Numbers

Total expected losses	\$687,000
Total expected primary losses	\$302,108
Total expected excess losses	\$384,892
Total unlimited losses	\$488,854
Total limited/adjusted losses	\$408,228
Total actual primary losses	\$230,646
Total actual excess losses	\$177,582
Computed ballast value	92,150
Computed weighting value	0.34
Modification factor	0.82
ARAP factor	1.00

Mod Breakdown



Impact of Top Itemized Losses

State	Injury Date	Incurred Loss	Impact on Mod	Mod w/o Loss
MN	6/20/2022	\$89,723	0.0549	0.7629
MN	2/2/2021	\$69,154	0.0459	0.7719
MN	12/22/2020	\$49,506	0.0373	0.7805
MN	11/18/2021	\$43,200	0.0346	0.7832
MN	7/16/2019	\$17,987	0.0231	0.7947
MN	9/23/2021	\$16,824	0.0216	0.7962
MN	6/28/2021	\$10,899	0.0042	0.8136
MN	1/3/2022	\$8,463	0.0109	0.8069
MN	10/21/2019	\$8,241	0.0106	0.8072
MN	5/24/2022	\$7,909	0.0102	0.8076

Actual vs. Expected Losses by Policy Period



ISD 624

© 2023 Arthur J. Gallagher & Co. All rights reserved.

2023 Strategic Review

RECAP OF RENEWAL RATE EXPECTATIONS AND RESULTS FROM INCUMBENT MARKETS

Coverage	Carrier	Rate Indication	Rate Results	Comments
Workers' Compensation	RAS	<p>Initial renewal indication of \$426,496 or 5% premium increase before any change in payroll figures. Roughly a 2% rate increase.</p> <p>2023 Payrolls increasing 3.5% in 2023.</p> <p>Pulling back on credit some from 36% to 31%.</p> <p>Program in RAS's lowest rate tier – DTU</p> <p>2023 Loss Projection - \$263,103</p>	<p>Achieved overall rate goal of a 2% increase. Total premium increased 5.5% (3.5% in payroll growth and 2% in rate growth).</p> <ul style="list-style-type: none"> RAS underwriting renewal to a 61% loss ratio. Pricing structure takes it just below 2021 pricing structure. 	<ul style="list-style-type: none"> Current Year Loss Ratio – 95% 3 Yr. Loss Ratio – 59% 5 Yr. Loss Ratio – 45%. 2023 Experience Mod increasing 4 points or 4% from 0.79 to 0.82 RAS school book starting to feel claim pressure. No change to program structure.



Insurance Premiums

2023 WORKERS' COMPENSATION RESULTS

Workers' Compensation	2022 – 2023 Renewal	2023 – 2024 Renewal	% Change
Carrier	RAS	RAS	
Exposure (Payroll)	\$82,219,836	\$85,097,529	3.5%
Average Rate Per \$100 of Payroll	\$0.49	\$0.50	2%
Premium	\$406,859	\$429,255	5.5%

ISD 624

© 2023 Arthur J. Gallagher & Co. All rights reserved.

Thank You for Your Business

On behalf of the Gallagher Scholastic Team, we would like to thank the district for the continued opportunity, partnership, support and confidence you have placed in us to handle the insurance program. We have enjoyed the long-term partnership and look forward to continue earning the district's business year-over-year. We enjoyed implementing the agreed upon renewal strategy in 2023 and thus reducing the district's total cost of risk. Thank you

We help you face your future with confidence.

Gallagher's holistic approach keeps your total cost of risk—and your best interests—in focus. With expertise where you most need it, Gallagher delivers the solutions that let businesses grow, communities thrive and people prosper.

GLOBAL REACH. LOCAL PRESENCE.

Founded in
1927

\$6B
Total adjusted Brokerage & Risk Management revenues (2020)

32,000+
Employees worldwide

850+
Offices in 49 countries

150
Countries served

HIGHLY SPECIALIZED. DEEP EXPERTISE.

Casualty
Commercial Surety & Bonds
Credit & Political Risk

Cyber
Management Liability
Property

OUR APPROACH TO RISK.



CORE360® is our unique, comprehensive approach of evaluating your risk management program that leverages our analytical tools and diverse resources for customized, maximum impact on six cost drivers of your total cost of risk.

27+ INDUSTRY PRACTICES



TIMES CHANGE. ETHICS DON'T.

Gallagher has been named one of the 2021 World's Most Ethical Companies® - 10 years running.

For the past 10 years, we've been recognized for our commitment to operating at the highest standards of ethical behavior. We're the only broker to have been given this honor. It's a reflection of the way we look after businesses, communities and people across the globe.



"World's Most Ethical Companies" and "Ethisphere" names and marks are registered trademarks of Ethisphere LLC. Arthur J. Gallagher & Co. named one of the World's Most Ethical Companies® for 2021

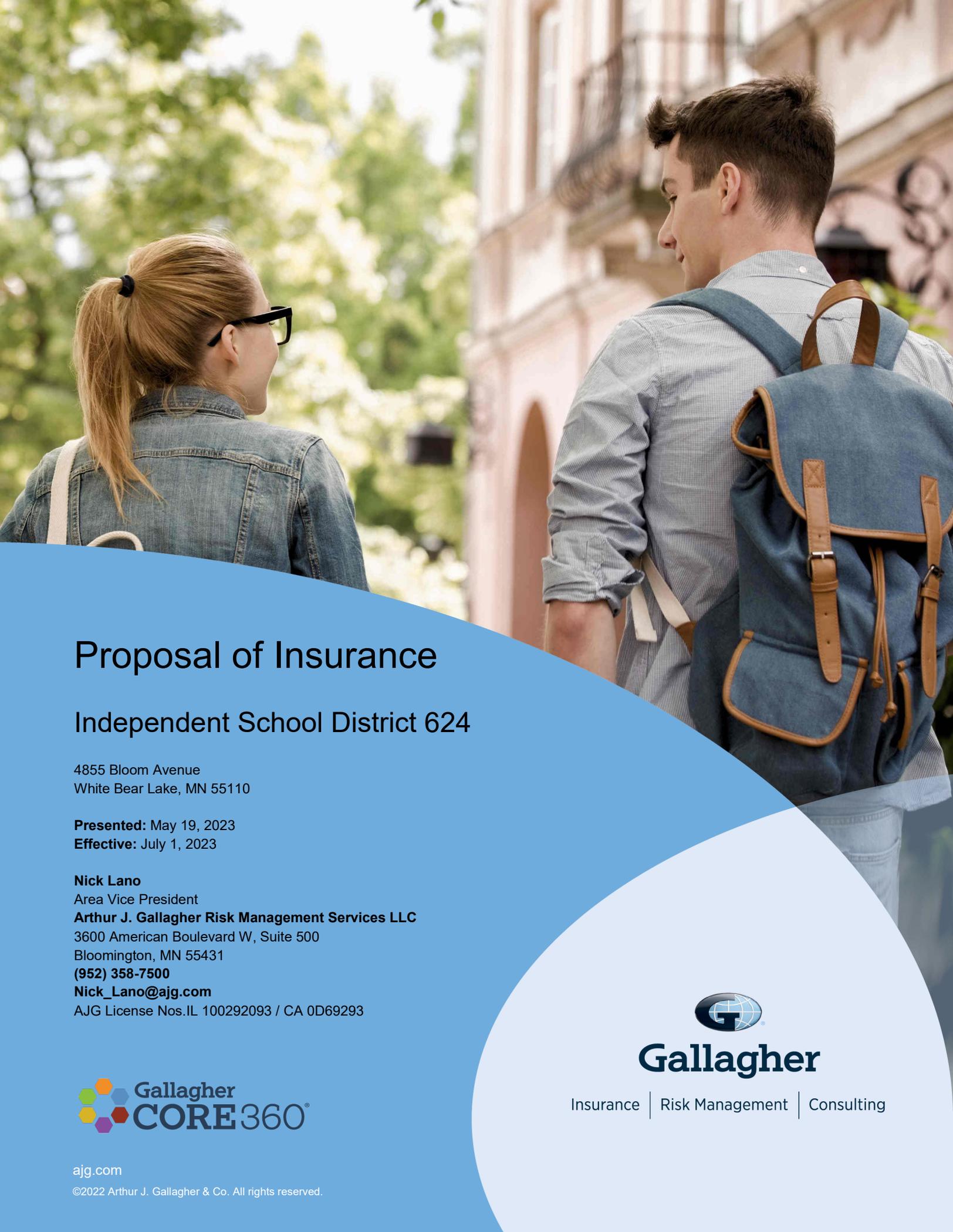
SHARED VALUES + PASSION FOR EXCELLENCE = PROMISES DELIVERED

The Gallagher Way

25 tenets that have guided a team-oriented culture for 30+ years.

Social Responsibility

Companywide focus on ethical conduct, employee health and welfare, environmental integrity and community service.



Proposal of Insurance

Independent School District 624

4855 Bloom Avenue
White Bear Lake, MN 55110

Presented: May 19, 2023

Effective: July 1, 2023

Nick Lano

Area Vice President

Arthur J. Gallagher Risk Management Services LLC

3600 American Boulevard W, Suite 500

Bloomington, MN 55431

(952) 358-7500

Nick_Lano@ajg.com

AJG License Nos. IL 100292093 / CA 0D69293



ajg.com

©2022 Arthur J. Gallagher & Co. All rights reserved.



Gallagher

Insurance | Risk Management | Consulting

Table of Contents

- Service Team** 3
- Program Structure**..... 3
 - Named Insured..... 4
- Market Review**..... 5
 - Location Schedule..... 6
 - Program Details..... 8
 - Workers Compensation - Dakota Truck Underwriters 8
 - Premium Summary..... 10
 - Payment Plans 11
- Proposal Disclosures**..... 11
 - Proposal Disclosures..... 12
- Client Signature Requirements** 14
 - Coverages for Consideration..... 15
 - Client Authorization to Bind Coverage..... 16
- Appendix** 17
 - Bindable Quotations & Compensation Disclosure Schedule 18
 - Claims Reporting By Policy 19
 - Appendix A: 2023-24 Renewal Quote Independent School District 624..... 20



Service Team

Nick Lano has primary service responsibility for your company. We operate using a team approach. Your Service Team consists of:

NAME / TITLE	PHONE / ALT. PHONE	EMAIL	ROLE
Nick Lano Area Vice President	(952) 358-7579 (952) 358-7500	Nick_Lano@ajg.com	Producer
Ray Chingwe Client Service Manager	(952) 358-7555	Ray_Chingwe@ajg.com	Client Service Manager

Arthur J. Gallagher Risk Management Services LLC

Main Office Phone Number: (952) 358-7500

Named Insured

Named Insured Schedule:

Add / Change / Delete	Named Insured	Workers Compensation
	Independent School District 624	X

Note: Any entity not named in this proposal, may not be an insured entity. This may include affiliates, subsidiaries, LLC's, partnerships and joint ventures.

Market Review

We approached the following carriers in an effort to provide the most comprehensive and cost effective insurance program.

Line Of Coverage	Insurance Company ** (AM Best Rate/Financial Strength)	Market Response *	Admitted ***
Workers Compensation	Dakota Truck Underwriters (A- VII)	Recommended Quote	Admitted

*If shown as an indication, the actual premium and acceptance of the coverage requested will be determined by the market after a thorough review of the completed application.

**Gallagher companies use AM Best rated insurers and the rating listed above was verified on the date the proposal document was created.

Best's Credit Ratings™ reproduced herein appear under license from AM Best and do not constitute, either expressly or impliedly, an endorsement of Gallagher's service or its recommendations. AM Best is not responsible for transcription errors made in presenting Best's Credit Ratings™. Best's Credit Ratings™ are proprietary and may not be reproduced or distributed without the express written permission of AM Best.

A Best's Financial Strength Rating is an independent opinion of an insurer's financial strength and ability to meet its ongoing insurance policy and contract obligations. It is not a warranty of a company's financial strength and ability to meet its obligations to policyholders. Best's Credit Ratings™ are under continuous review and subject to change and/or affirmation. For the latest Best's Credit Ratings™ and Guide to Best's Credit Ratings, visit the AM Best website at <http://www.ambest.com/ratings>.

***If coverage placed with a non-admitted carrier, it is doing business in the state as a surplus lines or non-admitted carrier, and is neither subject to the same regulations as an admitted carrier nor do they participate in any state insurance guarantee fund.

Gallagher companies make no representations and warranties concerning the solvency of any carrier, nor does it make any representation or warranty concerning the rating of the carrier which may change.

Location Schedule

Loc #	Street	City	State	Zip
1	4855 Bloom Avenue District Center Offices	White Bear Lake	MN	55110
2	4857 Bloom Avenue Central Middle School G 6-8	White Bear Lake	MN	55110
3	5040 Bald Eagle Avenue White Bear Lake Area High School – North G 9-10	White Bear Lake	MN	55110
4	5045 Division Street Bus Garage	White Bear Lake	MN	55110
5	3551 McKnight Road White Bear Lake Area High School – South G11-12	White Bear Lake	MN	55110
6	2399 Cedar Avenue Sunrise Park, G 6-8	White Bear Lake	MN	55110
7	2540 E. County Rd f Bellaire Elementary (Lessor's Risk)	White Bear Lake	MN	55110
8	1616 Birch Lake Avenue Birch Lake School G K-5	White Bear Lake	MN	55110
9	White Bear Lake Area Learning Center 2449 Orchard Lane	White Bear Lake	MN	55110
10	3963 Van Dyke Avenue Lakeaires School K-5	White Bear Lake	MN	55110
11	1961 Sixth Street Lincoln G K – 5	White Bear Lake	MN	55110
12	1401 County Rd H2 Otter lake G K-5	White Bear Lake	MN	55110
13	2530 Spruce Place Matoska International IB World School K-5	White Bear Lake	MN	55110
14	3375 Willow Avenue Willow Lane, G K – 5	White Bear Lake	MN	55110
15	2482-84 East Cty Rd F Early Childhood Programs, Senior Programs	White Bear Lake	MN	55110
16	3645 Centerville Road Vadnais Heights G K-5	Vadnais Heights	MN	55127
17	14895 Francesca Avenue District Center Staff	Hugo	MN	55038
18	4888 Heritage Pkwy North Oneka Elementary G 2-5	Hugo	MN	55038

19	13497 Fenway Blvd, Circle N Personal Property	Hugo	MN	55038
20	13411 Fenway Blvd N	Hugo	MN	55038
21	North Star Elementary 15198 Forest Boulevard	Hugo	MN	55038

Program Details

Coverage: Workers Compensation
Carrier: Dakota Truck Underwriters
Policy Period: 7/1/2023 to 7/1/2024

Coverage:

DESCRIPTION	AMOUNT	BASIS
Coverage A – Workers' Compensation	Statutory	
Employers' Liability Limits Bodily Injury by Accident	\$1,000,000	Each Accident
Employers' Liability Limits Bodily Injury by Disease	\$1,000,000	Per Employee
Employers' Liability Limits Bodily Injury by Disease	\$1,000,000	Policy Limit

Deductibles / Self-Insured Retention

TYPE	COVERAGE	AMOUNT
Deductible	Workers' Compensation	None

Experience Modification Factor(s):

DESCRIPTION	FACTOR
MN	0.82

States:

DESCRIPTION	STATE
States Covered:	MN
States Excluded:	OH, ND, WA, WY
Extraterritorial Jurisdictions:	All other states except MN, OH, ND, WA, WY

Endorsements include, but are not limited to:

DESCRIPTION
Broad Form All States Except Monopolistic (ND, OH, WA, WY)
Stop Gap Coverage

Exclusions include, but are not limited to:

DESCRIPTION
Voluntary Compensation
Longshore & Harbor Workers' Act
Owners or Officers
Bodily Injury to an Employee While Employed in Violation of Law
Bodily Injury Intentionally Caused by Insured
Federal Employers' Liability Act
Assumptions under Contract

Premium **\$416,108.00**

Surcharges & Assessments

SFC Assessment	\$13,147.00
----------------	-------------

Total Surcharges & Assessments **\$13,147.00**

ESTIMATED PROGRAM COST **\$429,255.00**

TRIA/TRIPRA PREMIUM **INCLUDED**
 (+ Additional Surcharges, Taxes and Fees as applicable)

Subject to Audit: At Expiration

Auditable Exposures:

STATE	CLASS CODE	DESCRIPTION	EXPOSURE	RATE PER \$100
MN	8385	Bus Co – Garage Employees – Loc# 1	\$131,156 – Annual Remuneration/Payroll	2.87
MN	7382	Bus Companies-All Other Employees & Drivers – Loc# 1	\$1,645,911 – Annual Remuneration/Payroll	5.15
MN	9101	Schools-All other Employees – Loc# 1	\$5,016,155 – Annual Remuneration/Payroll	5.24
MN	8868	College-Professional Employee – Loc# 1	\$78,197,009 – Annual Remuneration/Payroll	0.59
MN	7380	Chauffeurs & Helpers – Loc# 1	\$107,298 – Annual Remuneration/Payroll	7.32

2.87



Premium Summary

The estimated program cost for the options are outlined in the following table:

LINE OF COVERAGE		EXPIRING PROGRAM		PROPOSED PROGRAM	
		CARRIER	EXPIRING COST	CARRIER	ESTIMATED COST
Workers Compensation	Premium	Dakota Truck Underwriters	\$388,116.00	Dakota Truck Underwriters	\$416,108.00
	Srchrg & Asmnt		\$18,743.00		\$13,147.00
	Estimated Cost		\$406,859.00		\$429,255.00
	Annualized Cost		-		-
	TRIA Premium		Included		Included
Total Estimated Program Cost			\$406,859.00		\$429,255.00

Quote from **Dakota Truck Underwriters** is valid until **6/30/2023**

Gallagher is responsible for the placement of the following lines of coverage:

- Workers Compensation**
- Other - MIST Insurance Program**
- Builders Risk**
- Other Casualty - Environmental liability**

It is understood that any other type of exposure/coverage is either self-insured or placed by another brokerage firm other than Gallagher. If you need help in placing other lines of coverage or covering other types of exposures, please contact your Gallagher representative.

Payment Plans

CARRIER / PAYABLE CARRIER	LINE OF COVERAGE	PAYMENT SCHEDULE	PAYMENT METHOD
Dakota Truck Underwriters	Workers Compensation	Annual	Direct Bill



Proposal Disclosures

The following disclosures are hereby made a part of this proposal. Please review these disclosures prior to signing the Client Authorization to Bind or e-mail confirmation.

Proposal Disclaimer

IMPORTANT: The proposal and/or any executive summaries outline certain terms and conditions of the insurance proposed by the insurers, based on the information provided by your company. The insurance policies themselves must be read to fully understand the terms, coverages, exclusions, limitations and/or conditions of the actual policy contract of insurance. Policy forms will be made available upon request. We make no warranties with respect to policy limits or coverage considerations of the carrier.

Compensation Disclosure

1. Gallagher Companies are primarily compensated from the usual and customary commissions, fees or, where permitted, a combination of both, for brokerage and servicing of insurance policies, annuity contracts, guarantee contracts and surety bonds (collectively "insurance coverages") handled for a client's account, which may vary based on market conditions and the insurance product placed for the client.
2. In placing, renewing, consulting on or servicing your insurance coverages, Gallagher companies may participate in contingent and supplemental commission arrangements with intermediaries and insurance companies that provide for additional compensation if certain underwriting, profitability, volume or retention goals are achieved. Such goals are typically based on the total amount of certain insurance coverages placed by Gallagher with the insurance company, not on an individual policy basis. As a result, Gallagher may be considered to have an incentive to place your insurance coverages with a particular insurance company. If you do not wish to have your commercial insurance placement included in consideration for additional compensation, contact your producer or service team for an Opt-out form.
3. Gallagher Companies may receive investment income on fiduciary funds temporarily held by them, or from obtaining or generating premium finance quotes, unless prohibited by law.
4. Gallagher Companies may also access or have an ownership interest in other facilities, including wholesalers, reinsurance intermediaries, captive managers, underwriting managers and others that act as intermediaries for both Gallagher and other brokers in the insurance marketplace some of which may earn and retain customary brokerage commission and fees for their work.

If you have specific questions about any compensation received by Gallagher and its affiliates in relation to your insurance placements, please contact your Gallagher representative for more details.

TRIA/TRIPRA Disclaimer

If this proposal contains options to purchase TRIA/TRIPRA coverage, the proposed TRIA/TRIPRA program may not cover all terrorism losses. While the amendments to TRIA eliminated the distinction between foreign and domestic acts of terrorism, a number of lines of coverage excluded under the amendments passed in 2005 remain excluded including commercial automobile, burglary and theft insurance; surety insurance, farm owners multiple perils and professional liability (although directors and officers liability is specifically included). If such excluded coverages are required, we recommend that you consider purchasing a separate terrorism policy. Please note that a separate terrorism policy for these excluded coverages may be necessary to satisfy loan covenants or other contractual obligations. TRIPRA includes a \$100 billion cap on insurers' aggregate liability.

TRIPRA is set to expire on December 31, 2027. There is no certainty of extension, thus the coverage provided by your insurers may or may not extend beyond December 31, 2027. In the event you have loan covenants or other contractual obligations requiring that TRIA/TRIPRA be maintained throughout the duration of your policy period, we recommend that a separate "Stand Alone" terrorism policy be purchased to satisfy those obligations.

Terms and Conditions

It is important that we clearly outline the nature of our mutual relationship. The following terms and conditions (these “Terms”) govern your relationship with Gallagher unless you have separately entered into a written services agreement with Gallagher relative to the policies and services outlined in this Proposal, in which case that services agreement will govern and control with respect to any conflicts with these Terms. These Terms will become effective upon your execution of the Client Authorization to Bind Coverage (the “CAB”) included in this Proposal and shall survive for the duration of your relationship with Gallagher relative to the policies placed pursuant to the CAB or otherwise at your request.

Services

Gallagher will represent and assist you in all discussions and transactions with insurance companies relating to the lines of insurance coverage set forth in the CAB and any other lines of insurance coverage with which you request Gallagher’s assistance. Gallagher will consult with you regarding any matters involving these or other coverages for which you have engaged Gallagher. You have the sole discretion for approving any insurance policies placed, as well as all other material decisions involving your risk management, risk transfer and/or loss prevention needs.

Although you are responsible for notifying applicable insurance companies directly in connection with any claims, demands, suits, notices of potential claims or any other matters as required by the terms and conditions of your policies, Gallagher will assist you in determining applicable claim reporting requirements.

Treatment of Information

Gallagher understands the need to protect the confidentiality and security of your confidential and sensitive information and strives to comply with applicable data privacy and security laws. Your confidential and sensitive information will be protected by Gallagher and only used to perform services for you; provided that Gallagher may disclose and transfer your information to our affiliates, agents or vendors that have a need to know such information in connection with the provision of such services (including insurance markets, as necessary, for marketing, quoting, placing and/or servicing insurance coverages). We may also disclose such information as required by applicable data protection laws or the order of any court or tribunal, subject to our providing you with prior notice as permitted by law.

We will (i) implement appropriate administrative, physical and technical safeguards to protect personal information; (ii) timely report security incidents involving personal information to affected parties and/or regulatory bodies; (iii) create and maintain required policies and procedures; and (iv) comply with data subjects’ rights, as applicable. To the extent applicable under associated data protection laws, you are a “business” or “controller” and Gallagher is a “service provider” or “data processor.” You will ensure that any information provided to Gallagher has been provided with any required notices and that you have obtained all required consents, if any and where required, or are otherwise authorized to transfer all information to Gallagher and enable Gallagher to process the information for the purposes described in this Proposal and as set forth in Gallagher’s Privacy Policy located at <https://www.ajg.com/privacy-policy/>. Gallagher may update its Privacy Policy from time to time and any updates will be posted to such site.

Dispute Resolution

Gallagher does not expect that it will ever have a formal dispute with any of its clients. However, in the event that one should arise, we should each strive to achieve a fair, expedient and efficient resolution and we’d like to clearly outline the resolution process.

A. If the parties have a dispute regarding Gallagher’s services or the relationship governed by this Proposal (“Dispute”), each party agrees to resolve that Dispute by mediation. If mediation fails to resolve the Dispute, you and Gallagher agree to binding arbitration. Each party waives all rights to commence litigation in court to resolve a Dispute, and specifically waives all rights to pursue relief by class action or mass action in court or through arbitration. However, the parties do not waive the ability to seek a court order of injunction in aid of the mediation and arbitration required by these Terms.

B. The party asserting a Dispute must provide a written notice (“Notice”) of the claim to the other party and to the American Arbitration Association (“AAA”) in accordance with its Commercial Arbitration Rules and Mediation Procedures. All Dispute resolutions will take place in Chicago, IL, unless you and Gallagher agree to another location. The parties will equally divide all costs of the mediation and arbitration proceedings and will each pay their own attorneys’ fees. All matters will be before a neutral, impartial and disinterested mediator or arbitrator(s) that have at least 20 years’ experience in commercial and insurance coverage disputes.

C. Mediation will occur within sixty (60) days of filing the Notice with the AAA. Mediation results will be reduced to a memorandum of understanding signed by you, Gallagher and the mediator. A Dispute that is not resolved in mediation will commence to binding arbitration. For Disputes in excess of \$500,000, either party may elect to have the Dispute heard by a panel of three (3) arbitrators. The award of the arbitrator(s) must be accompanied by a reasoned opinion prepared and signed by the arbitrator(s). Except as may be required by law, neither you, Gallagher, nor a mediator or arbitrator may disclose the existence, content or results of any Dispute or its dispute resolution proceeding without the prior written consent of both you and Gallagher.

Electronic Delivery

In lieu of receiving documents in paper format, you agree, to the fullest extent permitted by law, to accept electronic delivery of any documents that Gallagher may be required to deliver to you (including, but not limited to, insurance policies and endorsements, account statements and all

other agreements, forms and communications) in connection with services provided by Gallagher. Electronic delivery of a document to you may be made via electronic mail or by other electronic means, including posting documents to a secure website.

Miscellaneous Terms

Gallagher is engaged to perform services as an independent contractor and not as your employee or agent, and Gallagher will not be operating in a fiduciary capacity.

Where applicable, insurance coverage placements and other services may require the payment of federal excise taxes, surplus lines taxes, stamping or other fees to the Internal Revenue Service, various State(s) departments of revenue, state regulators, boards or associations. In such cases, you will be responsible for the payment of the taxes and/or fees, which Gallagher will separately identify on related invoices.

The Proposal and these Terms are governed by the laws of the State of Illinois, without regard to its conflict of law rules.

If an arbitrator/court of competent jurisdiction determines that any provision of these Terms is void or unenforceable, that provision will be severed, and the arbitrator/court will replace it with a valid and enforceable provision that most closely approximates the original intent, and the remainder of these Terms will remain in effect.

Except to the extent in conflict with a services agreement that you may enter into with Gallagher, these Terms and the remainder of the Proposal constitute the entire agreement between you and Gallagher with respect to the subject matter of the Proposal, and supersede all prior negotiations, agreements and understandings as to such matters.

Coverages for Consideration

Overview

Gallagher recommends that you consider purchasing the following additional coverages for which you have exposure. A Proposal for any of the coverages below can be provided.

- International Package

Please note the recommendations and considerations summarized in this section are not intended to identify all potential exposures. Gallagher is not an expert in all aspects of your business and assumes no responsibility to independently investigate the risks your business faces. Gallagher has relied upon the information you provided in making our insurance Proposals. If you are interested in pursuing additional coverages other than those listed above, please list the additional coverages in the Client Authorization to Bind.

Client Authorization to Bind Coverage

After careful consideration of Gallagher's proposal dated 5/19/2023, we accept the following coverage(s). Please check the desired coverage(s) and note any coverage amendments below:

COVERAGE/CARRIER	
<input type="checkbox"/> Accept <input type="checkbox"/> Reject	Workers Compensation
	Dakota Truck Underwriters
<i>TRIA Cannot Be Rejected</i>	

Additional Recommended Coverages

Gallagher recommends that you purchase the following additional coverages for which you have exposure. By checking the box(es) below, you are requesting that Gallagher provide you with a Proposal for this coverage. By not requesting a Proposal for this coverage, you assume the risk of any uncovered loss.

Other Coverages to Consider

International

The above coverage(s) does not necessarily represent the entirety of available insurance products. If you are interested in pursuing additional coverages other than those listed in the Additional Recommended Coverages, please list below:

Coverage Amendments and Notes:

Exposures and Values

You confirm the payroll, values, schedules, and any other information pertaining to your operations, and submitted to the underwriters, were compiled from information provided by you. If no updates were provided to Gallagher, the values, exposures and operations used were based on the expiring policies. You acknowledge it is your responsibility to notify Gallagher of any material change in your operations or exposures.

Additional Terms and Disclosures

Gallagher is not an expert in all aspects of your business. Gallagher’s Proposals for insurance are based upon the information concerning your business that was provided to Gallagher by you. Gallagher expects the information you provide is true, correct and complete in all material respects. Gallagher assumes no responsibility to independently investigate the risks that may be facing your business, but rather have relied upon the information you provide to Gallagher in making our insurance Proposals.

Gallagher’s liability to you arising from any of Gallagher’s acts or omissions will not exceed \$20 million in the aggregate. The parties each will only be liable for actual damages incurred by the other party, and will not be liable for any indirect, special, exemplary, consequential, reliance or punitive damages. No claim or cause of action, regardless of form (tort, contract, statutory, or otherwise), arising out of, relating to or in any way connected with the Proposal, any of Gallagher’s services or your relationship with Gallagher may be brought by either party any later than two (2) years after the accrual of the claim or cause of action.

Gallagher has established security controls to protect Client confidential information from unauthorized use or disclosure. For additional information, please review Gallagher’s Privacy Policy located at <https://www.ajg.com/privacy-policy/>.

You have read, understand and agree that the information contained in the Proposal and all documents attached to and incorporated into the Proposal, is correct and has been disclosed to you prior to authorizing Gallagher to bind coverage and/or provide services to you. By signing below, or authorizing Gallagher to bind your insurance coverage through email when allowed, you acknowledge you have reviewed and agree with terms, conditions and disclosures contained in the Proposal.

By: _____
Print Name (Specify Title)

Company

Signature

Date: _____

Bindable Quotations & Compensation Disclosure Schedule

Client Name: Independent School District 624

COVERAGE(S)	CARRIER NAME(S)	WHOLESALER, MGA, OR INTERMEDIARY NAME ¹	EST. ANNUAL PREMIUM ²	COMM.% OR FEE ³	GALLAGHER U.S. OWNED WHOLESALER, MGA, OR INTERMEDIARY %
Workers Compensation	Dakota Truck Underwriters	N/A	\$416,108.00	8%	

1 We were able to obtain more advantageous terms and conditions for you through an intermediary/ wholesaler.

2 If the premium is shown as an indication: The premium indicated is an estimate provided by the market. The actual premium and acceptance of the coverage requested will be determined by the market after a thorough review of the completed application.

* A verbal quotation was received from this carrier. We are awaiting a quotation in writing.

3 The commission rate is a percentage of annual premium excluding taxes & fees.

* Gallagher is receiving ___% commission on this policy. The fee due Gallagher will be reduced by the amount of the commissions received.

Claims Reporting By Policy

Direct Reporting

Immediately report all claims for the following lines of coverage to the insurance carrier.

- Workers' Compensation
 - Dakota Truck Underwriters
 - Phone#:- 877-585-1117
 - Fax#:- 877-884-6573
 - Online: www.rascompanies.com





Workers' Compensation Proposal

Insured 24908

Independent School District 624
 4855 Bloom Ave
 White Bear Lake, MN 55110
 (651) 407-7500

Quote No. 361710
 Effective Date: 7/1/2023
 Expiration Date: 7/1/2024
 Quote Date: 5/19/2023
 Quote Good Through: 7/1/2023

Agent 236-1317

Arthur J. Gallagher Risk Management Services, LLC.
 3600 American Blvd W Ste 500
 Bloomington, MN 55431
 (952) 358-7500

Employers Liability

Bodily Injury By Accident \$1,000,000 Each Accident
 Bodily Injury By Disease \$1,000,000 Policy Limit
 Bodily Injury By Disease \$1,000,000 Each Employee

Proposal Summary

Policy Unit	Remuneration	Total Estimated Premium and Surcharges
1 - Independent School District 624 - Minnesota	\$85,097,529	\$429,255
Grand Total	\$85,097,529	\$429,255

This is an estimate only and based on information received at the time prospected. If an installment payment plan is offered, a \$5 service charge per invoice will apply.

Please see the following page(s) for detailed Unit information.



Workers' Compensation Proposal

Insured 24908
 Independent School District 624
 4855 Bloom Ave
 White Bear Lake, MN 55110
 (651) 407-7500

Quote No. 361710
 Effective Date: 7/1/2023
 Expiration Date: 7/1/2024
 Quote Date: 5/19/2023
 Quote Good Through: 7/1/2023

Agent 236-1317
 Arthur J. Gallagher Risk Management Services, LLC.
 3600 American Blvd W Ste 500
 Bloomington, MN 55431
 (952) 358-7500

Employers Liability

Bodily Injury By Accident \$1,000,000 Each Accident
 Bodily Injury By Disease \$1,000,000 Policy Limit
 Bodily Injury By Disease \$1,000,000 Each Employee

Unit 1 - Independent School District 624	Minnesota
--	-----------

Rating Period: 7/1/2023 - 7/1/2024

Classifications	Code No.	Premium Basis Total Estimated Remuneration	Rate Per \$100 of Remuneration	Estimated Premium
CHAUFFEURS & HELPERS	7380	\$107,298	7.32	\$7,854
BUS CO.:ALL OTHER EMPLOYEES & DRIVERS	7382	\$1,645,911	5.15	\$84,764
BUS COMPANY - GARAGE EMP.	8385	\$131,156	2.87	\$3,764
COLLEGE: PROFESSIONAL EMPLOYEES AND CLERICAL	8868	\$78,197,009	0.59	\$461,362
COLLEGE - ALL OTHER EMPLOYEES	9101	\$5,016,155	5.24	\$262,847
Total Manual Premium				\$820,591
\$1,000,000/1,000,000/1,000,000		2.8%		\$22,977
Subject Premium				\$843,568
Unmodified Premium				\$843,568
Experience Mod		0.82		(\$151,842)
Modified Premium				\$691,726
SCHEDULE CREDIT/DEBIT		33%		(\$228,270)
Standard Premium				\$463,456
Premium Discount		12.1%		(\$56,078)
Expense Constant				\$220
Terrorism Act		1%		\$8,510
Policy Premium				\$416,108
SCF Assessment				\$13,147
Total Premium and Surcharge(s):				\$429,255

This is a quotation only and is not a binder of insurance or a guarantee of insurability.



Workers' Compensation Proposal

Insured 24908
Independent School District 624
4855 Bloom Ave
White Bear Lake, MN 55110
(651) 407-7500

Quote No. 361710
Effective Date: 7/1/2023
Expiration Date: 7/1/2024
Quote Date: 5/19/2023
Quote Good Through: 7/1/2023

Agent 236-1317
Arthur J. Gallagher Risk Management Services, LLC.
3600 American Blvd W Ste 500
Bloomington, MN 55431
(952) 358-7500

Employers Liability

Bodily Injury By Accident \$1,000,000 Each Accident
Bodily Injury By Disease \$1,000,000 Policy Limit
Bodily Injury By Disease \$1,000,000 Each Employee

Billing Unit 1 - Independent School District 624

Billing Payment Mode: 100% Down

Initial Payment Total to Remit \$429,255.00

Installment Schedule:

Post Date	Due Date	Description	Amount
6/11/2023	7/1/2023	Installment	\$429,255.00

This is a quotation only and is not a binder of insurance or a guarantee of insurability.

AGENDA ITEM: **Action on Property and Liability Insurance for 2023-24**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The District is a member of the Minnesota Insurance Scholastic Trust (MIST), a cooperative venture allowing member districts to utilize a risk sharing and cooperative purchasing structure to purchase property and casualty insurance.

The District's renewal quote for property and liability insurance for the 2023-2024 school year is \$671,531.38, an increase of 27.2% compared to the expiring premium. This change is the result of completed construction projects throughout the district and a valuation study completed by MIST on behalf of member districts to ensure that coverage is sufficient in light of the significant inflation in the construction industry over the last several years.

The MIST policy includes the following coverage:

- Liability - Lloyds of London
- Excess Property - Travelers
- Equipment Breakdown - Liberty Mutual Fire
- Pollution - Ironshore Specialty
- Cyber Liability - Lloyds of London

Please see the attached documents for an executive summary of the 2023-2024 renewal as well as a breakdown of the costs of the program.

RECOMMENDED ACTION:

Move to approve the property and casualty insurance package with the Minnesota Insurance Scholastic Trust (MIST) in the amount of \$671,531.38 effective July 1, 2023 through June 30, 2024.



FY2023-24 Property & Liability Insurance

Year	Notes	Premium	% change
2014-15	MIST	\$305,558	(31.5%)
2015-16	MIST	\$314,951	3.22%
2016-17	MIST	\$315,286	(1.59%)
2017-18	MIST	\$282,176	(10.41)
2018-19	MIST	\$289,140	2.47%
2019-20	MIST	\$326,520	12.93%
2020-21	MIST	\$489,541	49.9%
2021-22	additional property	\$504,598	3.1
2022-23	Cyber up 41%	\$527,978	4.6%
2023-24	re-appraised - +44%	\$671,531	27.2%

- White Bear Lake Area Schools is a members of the **Minnesota Insurance Scholastic Trust (MIST)**, an insurance cooperative for Minnesota schools.
- 2023 - properties were appraised resulting in a 44% increase in appraised value of properties.

Policy Includes:

- Liability - Lloyds of London
- Excess Property - Travelers
- Equipment Breakdown - Liberty Mutual Fire
- Pollution - Ironshore Specialty
- Cyber Liability - Lloyds of London



2023-2024 Pricing Sheet

Minnesota Insurance Scholastic Trust (MIST)
White Bear Lake Area Schools ISD#624

Member Cost Comparison

Coverage Description	Additional Description	2022-2023 Costs	2023-2024 Costs	% Change
Fixed Costs:				
Package Policy	includes Property, General Liability, Auto Liability & Physical Damage, Crime, Excess Liability, EBL, Law, Abuse (3)	\$92,433.42	\$97,612.31	
Package Premium Debit/Credit	(1)	-9%	-13%	
Excess Property		\$213,529.79	\$332,903.96	
Boiler & Machinery		\$11,132.00	\$15,949.00	
Pollution Liability		\$7,879.47	\$12,457.34	
Risk Management Services Fee		\$34,823.00	\$35,867.69	
Claims Administration Fee		\$10,063.00	\$16,529.00	
Loss Control Services		\$1,080.00	\$1,120.00	
Operating Expense Fee	(2)	\$9,349.00	\$13,119.56	
Cyber Liability	(3)	\$46,411.92	\$46,419.52	
Total Fixed Cost		\$426,701.60	\$571,978.38	34.0%

Variable Costs:				
Loss Fund		\$101,277.00	\$99,553.00	
Loss Fund Debit/Credit	(1)	-13%	-15%	
Total Program Contribution on a Maximum Cost Basis		\$527,978.60	\$671,531.38	27.2%

Statistical Information				
Total Insured Values		\$448,550,024	\$646,164,507	44.1%
Total Student Count		8,864	8,860	0.0%
Total Vehicles		75	75	0.0%

Total Costs:		\$527,978.60	\$671,531.38	27.2%
---------------------	--	---------------------	---------------------	--------------

(1) Please note the actuarial debit/credit system for the 2023-2024 renewal is based upon your districts exposures as well as the previous 5 years of loss history (excluding the current year).

(2) Your 2022-2023 Operating budget will differ from what you were charged. In 2021, we charged for Secure Halo, which the pool did not purchase. We credited the members back in 2022 for the overage. This does not apply to new members as of 2022 or returning members that put in their notice.

(3) 2023 Member Specific Deductibles:

Property: \$50,000

Student Board Legal Liability: \$30,000

Cyber Liability: \$25,000

AGENDA ITEM: **Action on Dissolution of Summer Academy
Joint Powers Agreement**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Initiated in 1978, the North Suburban Summer Academy for high-potential students is a unique, intensive and exciting program designed to address the special needs of the high-potential student. It is sponsored through the cooperative efforts of the following 12 Minnesota school districts: Anoka-Hennepin, Centennial, Columbia Heights, Forest Lake, Fridley, Mahtomedi, Mounds View, North St. Paul/Maplewood/Oakdale, Roseville, St. Anthony/New Brighton, Spring Lake Park, and White Bear Lake.

At a meeting on May 26, 2023, the Summer Academy member district superintendents approved a motion to move forward with the dissolution of Summer Academy at the conclusion of this summer's program. This decision was informed by the following message from the Summer Academy Executive Board:

The executive board of the Summer Academy met on Thursday, May 11, 2023. At this meeting we reached the recommendation that due to the financial concerns and declining enrollment, a determination was made that Summer Academy should dissolve after the June 2023 session. This recommendation was not made lightly and it is a recommendation that is being made with a heavy heart.

RECOMMENDED ACTION:

Move to dissolve the Summer Academy Joint Powers Agreement effective June 30, 2023.

AGENDA ITEM: **Policy 535, Service Animals on School Property**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 535, Service Animals on School Property, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in May and is being recommended for a second reading. The changes recommended to this policy are in sections III, IV, V, VI, and XII, and the legal references.

The purpose of this policy is to establish parameters for the use of service animals by students, employees and visitors on school district property or to a school-sponsored activity.

RECOMMENDED ACTION:

Approve School Board Policy 535, Service Animals on School Property, as recommended by the School Board Policy Committee and Cabinet.

Adopted: December 8, 2014
Revised: June 8, 2020
Revised: _____

White Bear Lake Area
School District #624 Policy 535

535 SERVICE ANIMALS ON SCHOOL PROPERTY

I. PURPOSE

The purpose of this policy is to establish parameters for the use of service animals by students, employees and visitors on school district property or to a school-sponsored activity.

II. GENERAL STATEMENT OF POLICY

Individuals with disabilities shall be permitted to bring their service animals on school district property or to a school-sponsored activity in accordance with, and subject to, this policy.

III. DEFINITIONS

A. Service Animal

A "service animal" is a dog (regardless of breed or size) or miniature horse that is individually trained to perform "work or tasks" for the benefit of an individual with a disability, including an individual with a physical, sensory, psychiatric, intellectual or mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals. Service animals are working animals that perform valuable functions; they are not pets. The work or tasks performed by the service animal must be directly related to the individual's disability. An animal accompanying an individual for the sole purpose of providing emotional support, therapy, comfort, or companionship is not a service animal.

B. Handler

A "handler" is an individual with a disability who uses a service animal. In the case of an individual who is unable to care for and supervise the service animal for reasons such as age or disability, "handler" means the person who cares for and supervises the animal on the individual's behalf. School district personnel are not responsible for the care, supervision, or handling responsibilities of a service animal.

C. Work or Tasks

1. "Work or tasks" are those functions performed by the service animal.

2. Examples of "work or tasks" include, but are not limited to, assisting individuals who are blind or have low vision with navigation and other tasks, alerting individuals who are deaf or hard of hearing to the presence of people or sounds, providing non-violent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting individuals to the presence of allergens, retrieving items such as medicine or the telephone, providing physical support and assistance with balance and stability to individuals with mobility disabilities, and helping persons with psychiatric and neurological disabilities by preventing or interrupting impulsive or destructive behaviors.
3. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort, or companionship are not "works or tasks" for the purpose of this policy.

D. Trainer

A "trainer" is a person who is training a service animal and is affiliated with a recognized training program for service animals.

IV. ACCESS TO PROGRAMS AND ACTIVITIES: PERMITTED INQUIRIES

A. In general, handlers (i.e., individuals with disabilities or trainers) are permitted to be accompanied by their service animals on school district property or at a school-sponsored activity where members of the public, students, and employees are allowed to go. A handler has the right to be accompanied by a service animal whenever and to the same extent that the handler has the right: (a) to be present on school district property; (b) to attend or participate in a school-sponsored event, activity, or program; or (c) to be transported in a vehicle that is operated by or on behalf of the school district.

B. When an individual with a disability brings a service animal to a school district property or to a school-sponsored activity, school district employees shall not ask about the nature or extent of a person's disability, but may make the following two inquiries to determine whether the animal qualifies as a service animal:

1. Is the service animal required because of a disability; and
2. What work or tasks is the service animal trained to perform.

C. School district employees shall not make these inquiries of an individual with a disability bringing a service animal on school district property or to a school-sponsored activity when it is readily apparent that an animal is trained to do work or perform tasks for an individual with a disability. However, school district employees may inquire whether the individual

with a disability has completed and submitted the request form described in Part VI., below.

- D.** An individual with a disability may not be required to provide documentation such as proof that the animal has been certified, trained, or licensed as a service animal.

V. REQUIREMENTS FOR ALL SERVICE ANIMALS

- A. The service animal must be required for the individual with a disability.
- B. The service animal must be individually trained to do work or tasks for the benefit of the individual with a disability.
- C. A service animal must have a harness, leash, or other tether, unless either the handler is unable because of a disability, to use a harness, leash, or other tether, or the use of a harness, leash, or other tether would interfere with the service animal's safety, effect performance of work or tasks, in which case, the service animal must be otherwise under the handler's control (e.g. voice control, signals, or other effective means).
- D. The service animal must be housebroken.
- E. The service animal must be under the control of its handler at all times. The handler is responsible for the care and supervision of a service animal, including walking the service animal, feeding the service animal, grooming the service animal, ~~grooming the service animal, providing veterinary care to the service animal,~~ and responding to the service animal's need to relieve itself, including the proper disposal of the service animal's waste. ~~The owner of the service animal is responsible for providing veterinary care to the service animal.~~
- F.** The school district is not responsible for providing a staff member to walk the service animal or to provide any other care or assistance to the animal.
- G.** In the case of a student who is unable to care for and/or supervise their service animal, the student's parent/guardian is responsible for arranging for such care and supervision. In the case of an employee or other individual who is unable to care for and/or supervise their service animal, the employee or other individual's authorized representative is responsible for arranging for a service animal's care and supervision.
- H.F.** The service animal must be properly licensed and vaccinated in accordance with applicable state laws and local ordinances.

VI. REQUESTING THE USE OF A SERVICE ANIMAL AT SCHOOL

- A. Individuals with a disability seeking to be accompanied by a service animal are required to submit a written request to the building principal or Human Resources office. The recipient of the request will notify the Director of Student Support Services to address such requests.
- B. Students or employees seeking to bring a service animal on school district property or to a school-sponsored activity are required to identify whether the need for the service animal is required because of a disability and to describe the work or tasks that the service animal is trained to perform.
- C. The owner of the service animal shall provide written evidence that the service animal has received all vaccinations required by state law or local ordinance.

VII. REMOVAL OR EXCLUSION OF A SERVICE ANIMAL

- A. A school official may require a handler to remove a service animal from school district property or a school-sponsored activity if:
 - 1. Any of the requirements described in Part V., above, are not met.
 - 2. The service animal is out of control and/or the handler does not effectively control the animal's behavior;
 - 3. The presence of the service animal would fundamentally alter the nature of the service, program or activity; or
 - 4. The service animal behaves in a way that poses a direct threat to the health and safety of others, has a history of such behavior, and or otherwise poses a significant health or safety risk to others that cannot be eliminated by reasonable accommodations.
- B. If the service animal is properly excluded, the school district shall give the individual with a disability the opportunity to participate in the service, program, or activity without the service animal, unless such individual has violated a law or school rule or regulation that would warrant the removal of the individual.

VIII. ADDITIONAL LIMITATIONS FOR MINIATURE HORSES

In assessing whether a miniature horse may be permitted in a school building or on school grounds as a service animal, the following factors shall be considered:

- A. The type, size, weight of the miniature horse and whether the facility can accommodate these features;
- B. Whether the handler has sufficient control of the miniature horse;

- C. Whether the miniature horse is housebroken; and
- D. Whether the miniature horse's presence in a specific building or on school grounds compromises legitimate health and safety requirements.

IX. ALLERGIES; FEAR OF ANIMALS

If a student or employee notifies the school district that he or she is allergic to a service animal, the school district will balance the rights of the individuals involved. In general, allergies that are not life-threatening are not a valid reason for prohibiting the presence of a service animal. Fear of animals is generally not a valid reason for prohibiting the presence of a service animal.

X. NON-SERVICE ANIMALS FOR STUDENTS WITH INDIVIDUALIZED EDUCATION PROGRAM (IEPS) OR SECTION 504 PLANS

If a special education student or a student with a Section 504 plan seeks to bring an animal onto school property that is not a service animal, the written request shall be referred to the student's IEP team or Section 504 team, as appropriate, to determine whether the animal is necessary for the student to receive a free appropriate public education (FAPE) or, in the case of a Section 504 student, to reasonably accommodate the student's access to the school district's programs and activities.

XI. NON-SERVICE ANIMAL AS AN ACCOMMODATION FOR EMPLOYEES

If an employee seeks to bring an animal onto school property that is not a service animal, the individuals are required to submit a written request to the Human Resources office. The recipient of the request will notify the Director of Student Support Services to address such requests. A school district employee who is a qualified individual with a disability will be allowed to bring such animal onto school property when it is determined that such use is required to enable the employee to perform the essential functions of his or her position or to enjoy the benefits of employment in a manner comparable to those similarly situated non-disabled employee.

XII. LIABILITY

- A. The owner of the service animal **or non-service animal** is responsible for any harm or injury to an individual and for property damage caused by the service animal while on school district property.
- B. An individual who, directly or indirectly through statements or conduct, intentionally misrepresents an animal in the person's possession as a service animal may be subject to criminal liability.

Legal References: Section 504 of the Rehabilitation Act of 1973

28 C.F.R. § 35.014, 28 C.F.R. § 35.130(b)(7), and 28 C.F.R. §35.136
(ADA Regulations)

20 U.S.C. § ~~36~~.1400 *et seq.* (Individuals with Disabilities Education
Act)

Minn. Stat. § 256C.02 ~~28~~ (Public Accommodations ~~for Persons with
Disabilities~~)

Minn. Stat. § 363A.19 (Discrimination Against Blind, Deaf, or Other
Persons with Physical or Sensory Disabilities Prohibited)

Minn. Stat. § 609.226 (Harm Caused by Dog)

Minn. Stat. § 609.833 (Misrepresentation of Service Animal)

Cross-Reference: WBLASB Policy 402 (Disability Nondiscrimination Policy)
WBLASB Policy 521 (Student Disability Nondiscrimination)

AGENDA ITEM: **Policy 604, Instructional Curriculum**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 604, Instructional Curriculum, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in May and is being recommended for a second reading. The changes recommended to this policy are in sections III, IV, V, and VI, and the legal references.

The purpose of this policy is to provide for the development of course offerings for students.

RECOMMENDED ACTION:

Approve School Board Policy 604, Instructional Curriculum, as recommended by the School Board Policy Committee and Cabinet.

Adopted: September 8, 1997
Revised: January 10, 2011
Revised: March 11, 2013
Revised: February 10, 2014
Revised: _____

White Bear Lake Area
School District #624 Policy 604
Revised: June 8, 2020

604 INSTRUCTIONAL CURRICULUM

I. PURPOSE

The purpose of this policy is to provide for the development of course offerings for students.

II. GENERAL STATEMENT OF POLICY

- A. Instruction must be provided in at least the following subject areas:
1. Language arts and basic communication skills including reading, writing, literature, and fine arts;
 2. Mathematics and science;
 3. Social studies, including history, geography, economics, government, and citizenship;
 4. Health and physical education;
 5. Career and technical education; and
 6. World languages.
- B. The basic instructional program shall include all courses required for each grade level by the Minnesota Department of Education and all courses required in all elective subject areas. The instructional approach will be gender neutral and multicultural.
- C. Elementary and middle schools shall offer at least three, and require at least two, of the following four arts areas: dance, music, theater, and visual arts. High schools shall offer at least three, and require at least one, of the following five arts areas: media arts, dance, music, theater, and visual arts.
- D. The School Board, at its discretion, may offer additional courses in the instructional program at any grade level.
- E. Each instructional program shall be planned for optimal benefit taking into consideration the financial condition of the school district and other

relevant factors. Each program plan should contain goals and objectives, materials, minimum student competency levels, and methods for student evaluation.

- F. The Superintendent shall have discretionary authority to develop guidelines and directives to implement School Board policy relating to instructional curriculum.

III. PARENTAL CURRICULUM REVIEW

The school district shall have a procedure for a parent, guardian, or an adult student, 18 years of age or older, to review the content of the instructional materials to be provided to a minor child or to an adult student and, if the parent, guardian, or adult student objects to the content, to make reasonable arrangements with school personnel for alternative instruction. Alternative instruction may be provided by the parent, guardian, or adult student if the alternative instruction, if any, offered by the School Board does not meet the concerns of the parent, guardian, or adult student. The School Board is not required to pay for the costs of alternative instruction provided by a parent, guardian, or adult student. School personnel may not impose an academic or other penalty upon a student merely for arranging alternative instruction under this section. School personnel may evaluate and assess the quality of the student's work.

IV. CPR AND AED INSTRUCTION

- ~~G.~~—The school district will provide at least one unit in cardiopulmonary resuscitation (CPR) and automatic external defibrillator (AED) procedures as part of its grade 7 to 12 curriculum ~~for all students in that grade beginning in the 2014-2015 school year and later.~~

~~A.1.~~ At the ~~in the~~ school district's discretion, training and instruction may result in CPR certification.

~~B.2.~~ CPR and AED instruction must include CPR and AED training that have been developed:

- ~~1.a.~~ by the American Heart Association or the American Red Cross, and incorporate psychomotor skills to support the instruction; or
- ~~2.b.~~ using nationally recognized, evidence-based guidelines for CPR and incorporate psychomotor skills to support the instruction. "Psychomotor skills" means hands-on practice to support cognitive learning; it does not mean cognitive-only instruction and training.

C.3. The school district may use community members such as emergency medical technicians, paramedics, police officers, firefighters, and representatives of the Minnesota Resuscitation Consortium, the American Heart Association, or the American Red Cross, among others, to provide instruction and training.

D.4. A school administrator may waive this curriculum requirement for a high school transfer student regardless of whether or not the student previously received instruction under this section, an enrolled student absent on the day the instruction occurred under this section, or an eligible student who has a disability.

V. COLLEGE AND CAREER PLANNING

A.H. The school district shall assist all students by no later than grade 9 to explore their educational college and career interests, aptitudes, and aspirations, and develop a plan for a smooth and successful transition to postsecondary education or employment. All students' plans must:

1. provide a comprehensive academic plan **to prepare** for and complete career and college-ready curriculum by meeting state and local academic standards and developing career and employment-related skills ~~such as teamwork, collaboration, creativity, communication, critical thinking, and good work habits~~;
2. **provide educational experiences designed to develop skills defined by the following learned attributes: fundamental learning, flexible and critical thinking, community engagement, character, communication, and teamwork;**
- 3.2.** emphasize academic rigor and high expectations and inform the student and the student's parent or guardian, if the student is a minor, of the student's achievement level score on the Minnesota Comprehensive Assessments that are administered during high school;
- 4.3.** help students identify interests, aptitudes, aspirations, and personal learning styles that may affect their career and college-ready goals and postsecondary education and employment choices;
- 5.4.** set appropriate career and college-ready goals with timelines that identify effective means for achieving those goals;
- 6.5.** help students access education and career options;

- 7.6. integrate strong academic content into career-focused courses and applied and experiential learning opportunities and integrate relevant career-focused courses and applied and experiential learning opportunities into strong academic content;
- 8.7. help identify and access appropriate counseling and other supports and assistance that enable students to complete required coursework, prepare for postsecondary education and careers, and obtain information about postsecondary education costs and eligibility for financial aid and scholarship;
- 9.8. help identify collaborative partnerships among pre-kindergarten through grade 12 schools, postsecondary institutions, economic development agencies, and local and regional employers that support students' transitions to postsecondary education and employment and provide students with applied and experiential learning opportunities; and
- 10.9. be reviewed and revised at least annually by the student, the student's parent or guardian, and the school district to ensure that the student's course-taking schedule keeps the student making adequate progress to meet state and local academic standards and high school graduation requirements and with a reasonable chance to succeed with employment or postsecondary education without the need to first complete remedial coursework ~~course-work~~.

B. The school district may develop grade-level curricula or provide instruction that introduces students to various careers, but must not require any curriculum, instruction, or employment-related activity that obligates an elementary or secondary student to involuntarily select a career, career interest, employment goals, or related job training.

C. Educators must possess the knowledge and skills to effectively teach all English learners in their classrooms. School districts must provide appropriate curriculum, targeted materials, professional development opportunities for educators, and sufficient resources to enable English learners to become career and college-ready.

D. When assisting students in developing a plan for a smooth and successful transition to postsecondary education and employment, school districts must recognize the unique possibilities of each student and ensure that the contents of each student's plan reflect the student's unique talents, skills, and abilities as the student grows, develops, and learns.

E. If a student with a disability has an Individualized Education Program (IEP) or standardized written plan that meets the plan components

herein, the IEP satisfies the requirement, and no additional transition plan is needed.

F. Students who do not meet or exceed the Minnesota Academic Standards, as measured by the Minnesota Comprehensive Assessments that are administered during high school, shall be informed that admission to a public school is free and available to any resident under 21 years of age or who meets the requirements of the compulsory attendance law. A student's plan under this provision shall continue while a student is enrolled.

VI. CIVICS TEST

A.1. A student enrolled in a public school must correctly answer at least 30 of 50 civics test questions. A school or district may record on a student's transcript that the student answered at least 30 of 50 civics test questions
<https://education.mn.gov/MDE/dse/stds/soc/MDE070267> correctly.

B.1. "Civics test questions" means 50 of the 100 questions that, as of January 1, 2015, United States Citizenship and Immigration Services officers use to select the questions they pose to applicants for naturalization so the applicants can demonstrate their knowledge and understanding of the fundamentals of United States history and government, as required by federal law. The Learning Law and Democracy Foundation, in consultation with Minnesota civics teachers, must select by July 1 each year 50 of the 100 questions under this paragraph to serve as the state's civics test questions for the proximate school year and immediately transmit the 50 selected civics test questions to MDE and to the Legislative Coordinating Commission, which must post the 50 questions it receives on the Minnesota's Legacy website by August 1 of that year.

C.2. The school or district may exempt a student with disabilities from this requirement if the student's IEP team determines the requirement is inappropriate and establishes an alternative requirement.

D.3. The school or district may administer the civics test questions in a language other than English to students who qualify for English learner services.

E.4. Schools and districts may administer civics test questions as part of the social studies curriculum.

F.5. The school or district must not prevent a student from graduating or deny a student a high school diploma for failing to correctly answer at least 30 of 50 civics test questions.

G.6. The school district cannot charge a fee related to this requirement.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120B.20 (Parental Curriculum Review)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.022 (Elective Standards)
Minn. Stat. § 120B.125 (Planning for Students' Successful
Transition to Postsecondary Education and Employment; Personal
Learning Plans ~~Involuntary Career Tracking Prohibited~~)
Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)
Minn. Stat. § 120B.236 (Cardiopulmonary Resuscitation and
Automatic External Defibrillator Instruction)

Cross References: WBLASB Policy 603 (Curriculum Development)
WBLASB Policy 605 (Alternative Programs)

AGENDA ITEM: **Policy 608, Instructional Services - Special Education**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 608, Instructional Services - Special Education, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in May and is being recommended for a second reading. The changes recommended to this policy are in the legal references.

The purpose of this policy is to set forth the position of the School Board on the need to provide special educational services to some students in the school district.

RECOMMENDED ACTION:

Approve School Board Policy 608, Instructional Services - Special Education, as recommended by the School Board Policy Committee and Cabinet.

Adopted: September 8, 1997
Revised: November 8, 2010
Revised: July 12, 2021
Revised: _____

*White Bear Lake Area
School District #624 Policy 608*

608 INSTRUCTIONAL SERVICES - SPECIAL EDUCATION

I. PURPOSE

The purpose of this policy is to set forth the position of the School Board on the need to provide special educational services to some students in the school district.

II. GENERAL STATEMENT OF POLICY

The School Board recognizes that some students need special education, and further recognizes the importance of providing a free appropriate public education and delivery system for students in need of special education.

III. RESPONSIBILITIES

- A. The School Board accepts the responsibility to identify, evaluate and provide special instruction and related services for children with disabilities who are properly the responsibility of the school district and who meet the criteria to qualify for special education and related services as set forth in Minnesota and federal law.
- B. The school district shall ensure that all children with disabilities are provided the special instruction and services which are appropriate to their educational needs.
- C. When such services require or result from interagency cooperation, the school district shall participate in such interagency activities in compliance with applicable federal and state law.

Legal References: Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 125A.02 (~~Definition of~~ Child with a Disability
Defined)
Minn. Stat. § ~~125A.027~~; (Rulemaking)
Minn. Stat. § 125A.03; (Special Instruction for Children with a
Disability)
Minn. Stat. § 125A.08; (Individualized Education Programs)
Minn. Stat. § 125A.15; (Placement in Another District;
Responsibility)
Minn. Stat. § 125A.29 (Responsibilities of County Boards and
School Boards~~District Obligations~~)
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education
~~Improvement Act of 2004~~)

Cross References: WBLASB Policy 402 (Disability Nondiscrimination)
WBLASB Policy 508 (Extended School Year for Certain Students
with Individual Education Plans)
WBLASB Policy 509 (Enrollment of Nonresident Students)
WBLASB Policy 521 (Student Disability Nondiscrimination)

AGENDA ITEM: **Policy 624, Online Learning Options**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 624, Online Learning Options, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in May and is being recommended for a second reading. The changes recommended to this policy are in sections III, and IV, and the legal references.

The purpose of this policy is to recognize and govern online learning options of students enrolled in the school district for purposes of compulsory attendance and address enrollment of students with an online learning provider for supplemental or full-time online learning.

RECOMMENDED ACTION:

Approve School Board Policy 624, Online Learning Options, as recommended by the School Board Policy Committee and Cabinet.

Adopted: June 8, 2020
Reviewed: _____

White Bear Lake Area
School District #624 Policy 624

624 ONLINE LEARNING OPTIONS

[Note: The provisions of this policy substantially reflect the statutory requirements of Minnesota Statutes section ~~Stat. §~~ 124D.095, the Online Learning Option Act.]

I. PURPOSE

The purpose of this policy is to recognize and govern online learning options of students enrolled in the school district for purposes of compulsory attendance and address enrollment of students with an online learning provider for supplemental or full-time online learning.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall not prohibit an enrolled student from applying to enroll in online learning.
- B. The school district shall grant academic credit for completing the requirements of an online learning course or program.
- C. The school district shall allow an online learning student to have the same access to the computer hardware and education software available in the school district as all other students in the school district. An online learning provider must assist an online learning student whose family qualifies for education tax credit to acquire computer hardware and educational software for online learning purposes.
- D. The school district shall continue to provide non-academic services to online learning students.
- E. Online learning students may participate in the extracurricular activities of the school district on the same basis as other enrolled students.

[Note: The school district may itself offer digital learning to its enrolled students. Such digital learning does not generate online learning funds. To the extent digital learning is offered by the school district only to its enrolled students, it is not subject to the Minnesota Department of Education (MDE) reporting or review requirements unless the school

district is a full-time online learning provider. See Minnesota Statutes section. Stat. § 124D.095, subdivision Subd. 4(d) and (e).

To the extent the school district provides to resident students curriculum that has both physical and electronic components, the school district must make the electronic component accessible to a resident student in a home school at the request of the home-schooled student or student’s parent or guardian, provided that the school district does not incur more than an incidental cost as a result of providing access electronically. See Minnesota Statutes section. Stat. § 123B.42.]

III. DEFINITIONS

- A. “Blended learning” is a form of digital learning that occurs when a student learns part time in a supervised physical setting and part time through digital delivery of instruction, or a student learns in a supervised physical setting where technology is used as a primary method to deliver instruction.
- B. “Digital learning” is learning facilitated by technology that offers students an element of control over the time, place, path, or pace of their learning and includes blended and online learning.
- C. “Enrolling district” means the school district or charter school in which a student is enrolled under Minnesota Statutes section. Stat. § 120A.22, subdivision Subd. 4, for purposes of compulsory education.
- D. “Full-time online learning provider” means an enrolling school authorized by the Minnesota Department of Education (MDE) to deliver comprehensive public education at any or all of the elementary, middle, or high school levels.
- E. “Online learning course syllabus” is a written document that an online learning provider transmits to the enrolling school district using a format prescribed by the Commissioner of MDE (Commissioner) to identify the state academic standards embedded in an online learning course, the course content outline, required course assessments, expectations for actual teacher contact time, and other student to teacher communications, and the academic support available to the online learning student.
- F. “Online learning” is a form of digital learning delivered by an approved online learning provider under Paragraph III.H.

- G. “Online learning student” is a student enrolled in an online learning course or program delivered by an authorized online learning provider.
- H. “Online learning provider” is a school district, an intermediate school district, or an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that provides online learning to students and is approved by MDE to provide online learning courses.
- I. “Student” is a Minnesota resident enrolled in a public school, a nonpublic school, church or religious organization, or home school in which a child is provided instruction in compliance with Minnesota Statutes sections. ~~Stat. §§~~ 120A.22 and 120A.24.
- J. “Supplemental online learning” means an online learning course taken in place of a course period at a local district school.

IV. PROCEDURES

- A. Dissemination and Receipt of Information
 - 1. The school district shall make available information about online learning to all interested people. The school district may utilize the list of approved online learning providers and online learning courses and programs developed, published, and maintained by MDE.
 - 2. The school district will receive and maintain information provided to it by online learning providers.
 - 3. The online learning provider must report or make available information on an individual student’s progress and accumulated credit to the student, the student’s parent, and the enrolling district in a manner specified by the Commissioner unless the enrolling district and the online learning provider agree to a different form of notice and notify the Commissioner.
 - 4. The enrolling district must designate a contact person to help facilitate and monitor the student’s academic progress and accumulated credits toward graduation.
- B. Student Enrollment

1. A student may apply for full-time enrollment in an approved online learning program. The student must have the written consent of a parent or guardian to do so if the student is under eighteen (18) years of age.
2. The student and the student's parents must submit an application to the online learning provider and identify the student's reason for enrolling. An online learning provider that accepts a student under this section must notify the student and the enrolling district in writing within ten days if the enrolling district is not the online learning provider. The student and the student's parent must notify the online learning provider of the student's intent to enroll in online learning within ten days of being accepted, at which time the student and the student's parent must sign a statement indicating that they have reviewed the online course or program and understand the expectations of enrolling in online learning. The online learning provider must use a form provided by MDE to notify the enrolling district of the student's application to enroll in online learning.
3. The supplemental online learning notice to the enrolling district when a student applies to the online learning provider will include the courses or program, credits to be awarded, and the start date of the online learning course or program. An online learning provider must make available the supplemental online learning course syllabus to the enrolling district. Within 15 days after the online learning provider makes information in this paragraph available to the enrolling district, the enrolling district must notify the online learning provider whether the student, the student's parent, and the enrolling district agree or disagree that the course meets the enrolling district's graduation requirements. A student may enroll in a supplemental online learning course up to the midpoint of the school district's term. The school district may waive this requirement for special circumstances with the agreement of the online learning provider.
4. An online learning course or program that meets or exceeds a graduation standard or the grade progression requirement of the enrolling district as described in the provider's online learning course syllabus meets the corresponding graduation requirements applicable to the student in the enrolling district. If the enrolling district does not agree that the course or program meets its

graduation requirements, then the enrolling district must make available an explanation of its decision to the student, the student's parent, and the online learning provider; and the online learning provider may make available a response to the enrolling district, showing how the course or program meets the graduation requirements of the enrolling district.

5. An online learning student may enroll in supplemental online learning courses equal to a maximum of 50 percent of the student's full schedule of courses per term during a single school year, and the student may exceed the supplemental online learning registration limit if the enrolling district permits for supplemental online learning enrollment above the limit or if the enrolling district and the online learning provider agree to the instructional services. To enroll in more than 50 percent of the student's full schedule or courses per term in online learning, the student must qualify to exceed the supplemental online learning registration limit or apply to enroll in an approved full-time online learning program consistent with Paragraph IV.B.2. above. Full-time online learning students may enroll in classes at a local school under a contract for instructional services between the online learning provider and the school district.
6. An online learning student may complete course work at a grade level that is different from the student's current grade level.
7. An online learning student may enroll in additional courses with the online learning provider under a separate agreement that includes terms for paying any tuition or course fees.

C. Classroom Membership and Teacher Contact Time

1. The enrolling district may reduce an online learning student's regular classroom instructional membership in proportion to the student's membership in online learning courses.
2. The school district may reduce the course schedule of an online learning student in proportion to the number of online learning courses the student takes from an online learning provider other than the school district.
3. A teacher with a Minnesota license must assemble and deliver instruction to enrolled students receiving online learning from an

enrolling district. The delivery of instruction occurs when the student interacts with the computer or the teacher and receives ongoing assistance and assessment of learning. The instruction may include curriculum developed by persons other than a teacher holding a Minnesota license.

4. The online learning provider, other than a digital learning provider offering digital learning to its enrolled students only under Minnesota Statutes section ~~Stat. §~~ 124D.095, subdivision ~~Subd.~~ 4(d), must give the Commissioner written assurance that all courses meet state academic standards and the online learning curriculum, instruction, and assessment expectations for actual teacher contact time or other student-teacher communications and academic support meet nationally recognized standards and are described as such in an online learning course syllabus that meets the Commissioner's requirements.

D. Academic Credit; Graduation Standards or Requirements

1. The school district shall apply the same graduation requirements to all students, including online learning students.
2. The school district shall use the same criteria for accepting online learning credits or courses as it does for accepting credits or courses for nonresident transfer students under Minnesota law.
3. The school district may challenge the validity of a course offered by an online learning provider. Such a challenge will be filed with MDE.
4. The school district shall count secondary credits granted to an online learning student toward its graduation and credit requirements.
5. If a student completes an online learning course or program that meets or exceeds a graduation standard or grade progression requirement at the school district, that standard or requirement will be met.
6. Weighted grades will also be applicable if the school district has adopted a policy to offer weighted grades.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)

Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 123B.42, Subd. 1a (Textbooks; Individual Instruction
or Cooperative Learning Material; Standard Tests Curriculum;
Electronic Components)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act)
Minn. Stat. § 124D.095 (Online Learning Option Act)

Cross References: WBLASB Policy 509 (Enrollment of Nonresident Students)
WBLASB Policy 605 (Alternative Programs)
WBLASB Policy 608 (Instructional Services - Special Education)
WBLASB Policy 613 (Graduation Requirements)
WBLASB Policy 620 (Credit for Learning)

AGENDA ITEM: **Policy 701.1, Modification of School District Budget**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 701.1, Modification of School District Budget, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in May and is being recommended for a second reading. The changes recommended to this policy are in section II, and the cross references.

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

RECOMMENDED ACTION:

Approve School Board Policy 701.1, Modification of School District Budget, as recommended by the School Board Policy Committee and Cabinet.

Adopted: December 10, 2012
Revised: December 12, 2016
Revised: June 10, 2019
Revised: _____

*White Bear Lake Area
School District #624 Policy 701.1*

701.1 MODIFICATION OF SCHOOL DISTRICT BUDGET

I. PURPOSE

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

II. REQUIREMENT

- A. The school district's adopted expenditure budget shall be considered the School Board's expenditure authorization for that school year.
- B. If revisions or modifications in the adopted expenditure budget are determined to be advisable by the administration, the Superintendent shall recommend the proposed changes to the School Board. The proposed changes shall be accompanied by sufficient and appropriate background information on the revenue and policy issues involved to allow the School Board to make an informed decision. A School Board member may also propose modifications on that Board member's own motion, provided, however, the School Board member is encouraged to review the proposed modifications with the Superintendent prior to their being proposed.
- C. If sufficient funds are not included in the expenditure budget in a particular fund to allow the proposed expenditure, funds for this purpose may not be expended from that fund prior to the adoption of an expenditure budget amendment by the School Board to authorize that expenditure for that school year. An amended expenditure shall not exceed the projected revenues **of** the corresponding fund.
- D. The school district's revenue budget shall be amended from time to time during a fiscal year to reflect updated or revised revenue estimates. The Superintendent shall make recommendations to the School Board for appropriate revisions. If necessary, the School Board shall also make necessary revisions in the expenditure budget if it appears that expenditures would otherwise exceed revenues and fund balances in a fund.

Legal References: Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)

Cross References: WBLASB Policy 701 (Establishment and Adoption of School District Budget)
~~MSBA Service Manual, Chapter 7, Education Funding~~

AGENDA ITEM: **Policy 709, Student Transportation Safety Policy**

MEETING DATE: **June 12, 2023**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 709, Student Transportation Safety Policy, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in May and is being recommended for a second reading. The changes recommended to this policy are in sections III, IV, V, VI, VII, VIII, and X, and the legal references.

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of school bus ridership.

RECOMMENDED ACTION:

Approve School Board Policy 709, Student Transportation Safety Policy, as recommended by the School Board Policy Committee and Cabinet.

Adopted: December 9, 1996
Revised: September 9, 2013
Revised: May 8, 2017
Revised: June 10, 2019

White Bear Lake Area
School District #624 Policy 709
Revised: _____

709 STUDENT TRANSPORTATION SAFETY POLICY

I. PURPOSE

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of school bus ridership.

II. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

A. School Bus Safety Week

The first week of school is designated as school bus safety week. The National School Bus Safety week is the third week in October.

B. Student Training

The school district shall provide students enrolled in grades kindergarten through tenth with age appropriate school bus safety training. The training shall be results oriented and shall consist of both classroom instruction and practical training using a school bus. Upon completing the training, a student shall be able to demonstrate knowledge and understanding of the following:

1. the concept that transportation by school bus is a privilege, not a right;
2. district policies for student conduct and school bus safety;
3. appropriate conduct while on the bus;
4. the danger zones surrounding a school bus;
5. procedures for safely boarding and leaving a school bus;
6. procedures for safe vehicle lane crossing; and
7. school bus evacuation and other emergency procedures.

III. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR

- A. The school district's general student behavior rules are in effect for all students on school buses, including nonpublic students.

B. Consequences for school bus/bus stop misconduct will be imposed by the building administrator. In addition, all school bus/bus stop misconduct will be reported to the district's Transportation Coordinator. Serious misconduct will be reported to the Department of Public Safety and, if appropriate, reported to local law enforcement.

1. School Bus and Bus Stop Rules. The school district school bus safety rules are to be posted on every bus. The school district's discipline procedures will be followed when a rule or rules are broken. In most situations consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to school district administration and document accordingly. All rules, responsibilities, and behavior standards are in addition to those listed in the White Bear Lake Area School District Code of Student Conduct.

2. Consequences of rule violation(s).

a. Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's eligibility to ride the bus in connection with co-curricular and extra-curricular events are at the sole discretion of the school district. Parents or guardians will be notified of any suspension of bus privileges.

Discipline will generally be progressive, as indicated below, but the school district reserves the right to vary from this sequence.

1st report: Warning with a copy of report sent home to parent/guardian.

2nd report: Student will be placed on probation and the parent/guardian will be notified that further behavior infractions will result in loss of ridership privileges.

3rd report: Student will be suspended from the bus for 3 days or longer.

4th report: Student will be suspended from the bus for 5 days or longer.

5th report: Student will be suspended from the bus for 10 days or loss of privileges for the remainder of the school year.

6th report: Meeting with parent/guardian. Possible loss of bus ridership privileges for the remainder of the school year.

b. Other Discipline

Depending on the nature of the offense, consequences such as suspension or expulsion from school also may result from school bus/bus stop misconduct.

c. Records

Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Reports of serious misconduct will be provided to the Department of Public Safety by the Transportation Safety Director in accordance with state and federal law.

d. Vandalism/Bus Damage

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within two weeks may result in the loss of bus privileges until damages are paid.

e. Notice

~~Students will be given a~~ A copy of school bus rules and the responsibilities, ~~and~~ behavior standards, and consequences for bus riders will be made available to students upon completion ~~before the end~~ of school bus safety training. The rules will also be posted on each bus and on the District webpage.

e. Criminal Conduct

In cases involving criminal conduct (e.g. assault, possession or use of weapons, possession/distribution of a controlled substance, vandalism), the Superintendent, local law enforcement officials and the Department of Public Safety will be informed.

IV. PARENT AND GUARDIAN INVOLVEMENT

A. Parent/Guardian Responsibilities for Transportation Safety:

1. Provide the school office with proper student information including the home address, home telephone number, and

telephone number at which the parent/guardian may be reached in the event of an emergency.

2. Provide the school office and the transportation office with accurate information regarding student name, address, phone number, emergency information and day care information. Immediately notify the school office of any changes.
3. Instruct children to be at the school bus stop at least five minutes **and, in inclement weather, not more than ten minutes** before the scheduled pick-up time. ~~Under no circumstances should students arrive at the bus stop more than ten minutes prior to the scheduled pick-up time.~~
4. Remain alert to impending weather patterns and have children properly clothed for the current weather conditions.
5. Discuss in advance with the child how long the child should wait at pick-up locations during conditions of extreme cold or extreme wind-chill conditions.
6. Know the school name and the route number of the bus. Students in K-2 should have a "bus pass" fastened to their book bag or backpack.
7. Provide the child with a book bag or backpack for books and loose papers, pencils, etc.

B. Parent and Guardian Notification:

A copy of the school district school bus and bus stop rules will be provided to each family at the beginning of the school year or at the time of enrollment if enrollment occurs during the school year. Parents/guardians are asked to review the rules with their students.

V. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES

All school bus drivers shall be adequately prepared, both physically and mentally, each day to perform required duties. These duties shall include:

- A. Operating the vehicle in a safe and efficient manner.
 1. Safety. The primary concern of each driver is safety. Drivers will exercise extreme caution during the loading and unloading process as well as when driving.
 2. Defensive Driving. All drivers are to drive defensively at all times. A definition of defensive driving is: driving in a manner to avoid

accident involvement despite adverse conditions created by roads, weather, traffic, or errors of other drivers or pedestrians.

3. Driving Adjustments. Winter and wet weather conditions require adjusting speed and normal driving practices to compensate for road conditions.
 4. Emergency Doors. Emergency doors must be free and operable. Under no circumstances may the doors be obstructed to prevent easy access.
 5. Service Door. The service door of the bus must be closed at all times while the bus is in motion.
 6. Overloads. The registration card in all vehicles designates the maximum number of passengers allowed. This limit cannot be exceeded. A driver is required to call the dispatch office for instructions should a vehicle become overloaded.
 7. Railroad Crossings. All vehicles must stop at railroad crossings, using required procedures, whether they are loaded or empty. Drivers shall not activate the eight-way lights; four-way hazard lights are to be used before stopping and when crossing the tracks.
 8. Speeding and Other Moving Violations. No district vehicle will travel faster than road, traffic and weather conditions safely permit, regardless of the posted speed limit. Any driver convicted of a moving violation with a school bus will face disciplinary action. Other reports or warnings regarding speeding will result in suspension and/or termination.
 9. Smoking Prohibited. Smoking or vaping by either the driver or the passengers is prohibited on any school bus, Type III vehicle, or on school property.
- B. Conducting thorough pre-trip and post-trip inspections of the vehicle and special equipment.
1. Bus Inspection. Drivers are required to make a pre-trip inspection of the bus before each trip. Failure to do so is a violation of State law. Defects are to be reported in writing. Drivers are required to check their buses for students, vandalism and articles left on the bus after each route segment.
 2. Safety Equipment. All drivers are responsible for ensuring that the necessary safety equipment is aboard the bus, including fire extinguisher, first aid kit, bodily fluids clean-up kit, flashlight,

reflectorized emergency warning device, and any additional items required by the district.

3. Bus Cleaning. Drivers are required to keep the interior of their buses swept and free of trash at all times.
 4. Fueling. The driver is responsible for ensuring that his or her assigned vehicle is adequately fueled before leaving the yard. Smoking is prohibited in the fueling area. The engine shall be turned off while fueling. It is against the law to fuel with passengers aboard.
- C. Ensuring the safety, welfare and orderly conduct of passengers while on the bus.
1. Drivers of vehicles for disabled students will have access to all student health information in hard copy or immediately accessible through a two-way communication system or by phone at all times a disabled student is on the bus.
 2. See Section II - Plan for Student Transportation Safety Training.
- D. Communicating effectively with school staff, students, parents/guardians, law enforcement officials and the motoring public.
1. Relations with Students. Bus drivers will treat students with respect and will refrain from any conduct which is intended or could be perceived as demeaning, intimidating or harassing.
 2. Relations with School Officials. School officials can and will be of considerable assistance to drivers. They are trained in the education of students and it is in a driver's best interest to work together with school officials to ensure that proper student behavior is maintained on the bus. Therefore, it is very important that drivers have good relationships with the school officials and give them full cooperation.
 3. Relations with the Public. To the general public, the driver represents the school district. Buses are among the most visible vehicles on the road. Drivers must deal with students, parents/guardians, pedestrians and other motorists in a polite, professional and considerate manner.
 4. Student Discipline. Although drivers are responsible for maintaining order on the bus, drivers must always remember that the types of actions they may use are governed by school district policy. Drivers must never, under any circumstances, use corporal punishment. Drivers have no authority to deny a child the privilege of riding the bus, or drop the student at any location

other than the designated stop. Denial of bus-riding privileges can come only from the school authorities.

5. Route Changes. Drivers may not make changes in the pick-up or drop-off schedule for his or her route without prior authorization. Bus stops may not be added, deleted or moved without approval. Drivers may not deviate from the established route without prior permission except as required by an emergency or temporary road conditions.
6. Route Problems. All problems encountered by a driver on the routes or trips should be brought to the attention of the Dispatch Specialist or the Transportation Supervisor as soon as possible.
7. Unauthorized Passengers. Only authorized passengers may be transported in a bus. Any other passenger must be specifically approved by the Transportation Supervisor.
8. Notices. It is the responsibility of the driver to check for notices each day and to check with his or her supervisor regularly.

E. Completing required reports.

It is the responsibility of the driver to completely fill out and turn in all reports, discipline referrals, time cards, and mechanical defect slips as required. This includes all requirements pertaining to pre-trip inspections and stop-arm violation reports.

F. Completing required training programs successfully.

The training program is outlined in the "Safe School Bus Driver Curriculum" and is available in the Transportation Department.

G. Providing maximum safety for passengers during loading and unloading.

1. Standees Prohibited. Standees are not allowed on a moving school bus. Drivers must not move a bus from a stopped position until all passengers are seated. Students are to remain seated until the bus has stopped.
2. Dangerous Articles. No weapons or articles that may be classified as dangerous may be transported on a school bus. This includes any and all weapons, gasoline cans, animals, and other dangerous or objectionable items. Possession of weapons on school property or the bus will not be tolerated. Companion dogs are allowed.
3. Bus drivers must wear a driver's seat belt whenever the bus is in motion. Additional driver duties and responsibilities may be found in the driver handbook. All bus driver dismissals will be reported

to the Department of Public Safety pursuant to Department of Public Safety directions.

VI. OPERATING RULES AND PROCEDURES

A. General Operating Rules

1. All routes shall be on file with the school district's transportation office. School buses shall be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Department of Public Safety Model School Bus Driver Training Manual.
2. Only students assigned to the school bus by the district shall be transported. The number of students or other authorized passengers transported in a school bus shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.
3. Drivers are to enforce the provisions of the school bus and bus stop rules as appropriate. Students may be released from the bus at only two points, the designated bus stop or at school, except in case of an emergency or as otherwise authorized.
4. The parent/guardian may designate, pursuant to school district policy, a day care facility, respite care facility, the residence of a relative or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet other eligibility requirements.
5. Students who misbehave may be returned to the school immediately and reported to the building principal or designee.
6. Safety evacuation drills for the student passengers shall be conducted in compliance with state law.
7. There shall be no students in the bus while the fuel tank is being filled.
8. Upon leaving the vehicle when students are in the bus, the driver shall stop the bus, remove the ignition key, set the brakes and otherwise render the bus immobile.
9. Buses shall not be run backwards on the school grounds or any other point if it can be avoided. If it is necessary to run a bus backwards on school grounds, the driver shall have another responsible person act as a guard flagman in back of the bus to

keep other persons out of the path and to issue warnings to the driver of approaching traffic.

10. When arriving or leaving the school grounds, the driver must not follow closer than 50 feet from the vehicle directly in front of the bus or closer than 500 feet when traveling on the highway.
11. No school bus shall pull any trailer when students are being transported on regular routes to or from school.
12. In case of an accident or breakdown of the bus, the driver shall contact the dispatcher using the two-way radio or mobile phone.
~~If no radio or mobile phone contact is available, the driver shall not leave the bus but shall send two responsible students to the nearest house to summon help.~~
13. The district may adopt such additional operating rules as are deemed necessary to meet local conditions and needs, provided they do not conflict with state laws and regulations.

B. Use of Signals, Loading or Unloading

The driver shall follow the following procedures:

1. Activate the flashing 8-light system of the bus at least 300 feet before stopping to load or unload students when outside an incorporated municipality, and 100 feet when operating within an incorporated municipality, and shall not extinguish such lights until loading or unloading is completed and persons who must cross the roadway or highway are safely across.
2. Bring the vehicle to a complete stop in the right hand lane of the roadway parallel to the center line.
3. Prior to discharging students, open the door, activate the red flashing lights, and extend the stop arm. Discharge students only after all traffic (front and rear) has come to a complete stop.
4. Keep the door open and eight-light system operating until all students have been loaded or unloaded safely.
5. Avoid loading or unloading students where the view is obstructed to other motorists for 200 feet in either direction.
6. Do not allow students to stand or get on or off the bus while it is in motion.

7. Bring the bus to a full stop and ~~disengage gears by shifting the gear shift lever into the neutral position or selector~~ into neutral or park position before loading or unloading students.
8. The driver shall visually ascertain that students getting off the bus are out of the school bus danger zones and at safe distance before moving the vehicle.
9. Buses shall load and unload students only at designated locations.

C. Crossing Highways and Streets

1. Students shall pass approximately 10 feet in front of the school bus so as to be seen by the driver and cross the road only upon receiving a hand signal from the driver; or
2. Students shall pass approximately 10 feet in front of the school bus so as to be seen by the driver while being conducted across the road by the school bus patrol; or
3. The driver shall personally conduct the students across the road after following required procedures for disabling the bus.

D. Type III Vehicles

1. Any vehicle designed to carry more than 10 passengers must meet all legal requirements for a school bus. Any Type III vehicle used to transport students must carry all emergency equipment including: fire extinguisher, first aid kit, bodily fluids clean-up kit, flashlight, reflectorized emergency warning device, and any additional items required by the school district. If school district owned, the school district name and/or logo will be clearly marked on the side of the vehicle. All school-owned Type III vehicles will be properly licensed, insured, ~~and~~ inspected, and maintained.
2. Students will not be regularly transported in private vehicles. Emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of 10 or fewer without meeting the requirements for a Type III vehicle. The school district has no system of inspection for private vehicles.
3. All drivers of Type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will not knowingly allow a person to operate a Type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.

Any driver of **scheduled to drive** a type III vehicle that does not possess a school bus driver's license must pass the school van driver's test and provide a copy of their driver's license before driving the van.

VII. SCHOOL BUS DRIVER TRAINING

A. Training.

All new bus drivers shall be provided with pre-service training, including in-vehicle (actual driving) instruction before transporting students and shall meet the competencies specified by the Department of Public Safety. All school bus drivers shall receive in-service training annually in compliance with state law. The following driver training standards represent the minimum areas of training which each driver must receive prior to entering service to the school district. The school district shall forward to the Commissioner of Public Safety the certification of in-service training, including the number of hours and competency certification for each driver.

1. Pre-Trip Inspection

Both new and experienced drivers must be familiar with the elements of the mandatory pre-trip inspection required under Minnesota law including:

- a. The engine compartment - belts, valves, fluid leaks
- b. Engine start, warning lights, gauges, horn
- c. Fuel level
- d. Brakes - pedal reserve and air/vacuum gauges
- e. Interior - seats, floor, lights
- f. Electrical charging system
- g. Emergency door
 - (1) smooth latch operation
 - (2) alarm buzzer
- h. Entrance door operation
- i. Lift door operation and alarm
- j. Lift equipment for wheelchairs
- k. Wheels, service brakes, emergency brake
- l. Exterior Lights - headlights, brake lights, market lights, turn signals
- m. Exhaust system
- n. Windows, windshield, and inspection sticker
- o. Eight-light system and stop arm
- p. Emergency equipment – first aid kit, bodily fluids clean-up kit, flashlight, reflectors, two-way radio

2. Fundamentals and Techniques of School Bus Driving

The driver training program must include:

- a. Relevant laws
- b. Rules of the road and school district safety policies
- c. Defensive driving
- d. Driving in inclement weather conditions
 - (1) reduced visibility - rain, snow, fog
 - (2) wet roads
 - (3) icy roads
- e. Dealing with pedestrians and students in traffic
- f. Operation of the manual or automatic transmission
- g. The use of the **drivetrain** ~~drive-train~~ for stopping the school bus
- h. Situations where the hand brake will and will not stop a moving bus
- i. Steering and turning techniques
- j. Right and left turn maneuvers
- k. Gauging the speed of other vehicles on cross streets
- l. Use of mirrors
- m. Merging into traffic
- n. Visual perceptions
- o. Safe following distances
- p. Safe passing procedures
- q. Safe backing procedures
- r. Use of the eight-light system and school district policy regarding its use
- s. Loading and unloading procedures
- t. Knowledge of the danger zone concept
- u. Policies and procedures for grade level railroad crossings
- v. Emergency use of the public address system
- w. Response to an approaching emergency vehicle while unloading
- x. Procedure for leaving the bus unattended at school sites

3. Special Education Transportation

Special education transportation requires skills and abilities that exceed those required to provide normal school bus service. Drivers will be familiar with:

- a. What to do in a medical emergency
- b. Handling of wheelchairs
- c. Operating lift equipment
- d. Properly use of wheelchair securement devices
- e. School district policies on the use of seat belts on designated students
- f. Individual student needs
- g. Responsibilities of the bus driver and the bus aide

- h. School district policy in situations where a responsible person is not available to receive a student

4. Emergency Procedures

Drivers must be prepared to deal with emergency situations while operating on routes and field trips. Included in these emergency situations are mechanical breakdowns, fire, accident, or passenger injury. Drivers are to receive training in:

- a. Identifying the degree of an emergency before beginning an evacuation
- b. Identifying a safe evacuation unloading area
- c. Preplanning emergency evacuations for both conventional and lift busses
 - (1) front, rear, and both door evacuations
 - (2) evacuation of special education students
 - (3) evacuation of physically disabled students and students using wheelchairs
 - (4) placement of students in a safe location
- d. Cooperation in emergency evacuation drills
- e. Mechanical breakdowns
 - (1) stop bus in safe location
 - (2) keep passengers in bus if safe to do so
 - (3) take steps to warn motorists
 - (4) radio or call for assistance
- f. How to secure the school bus and place emergency triangles
- g. Use of the two-way communication system in an emergency
- h. When it is appropriate to evacuate the school bus
- i. How to supervise an emergency evacuation
- j. Emergency evacuation of the disabled
- k. Special considerations when evacuating a lift bus
- l. Lifting techniques for handling disabled students in an emergency situation
- m. Priorities when dealing with injured passengers
- n. How to use the school bus first aid kit
- o. Use and operation of the fire extinguisher
- p. Dealing with other motorists and the police
- q. Use of emergency reflectors and hazard lights
- r. Control of exposure to blood borne pathogens
- s. Use of body fluid clean-up kits
- t. School district policy on medical emergencies
- u. Recognition and handling of epileptic seizures
- v. How to respond if a passenger has a weapon on the bus

5. First Aid

All drivers must be trained in first aid, including the Heimlich maneuver, procedures for dealing with obstructed airways, shock, bleeding, and seizures.

6. Private or Confidential Student Information

All drivers should know the types of student data that are considered private or confidential under Minnesota Statutes

7. Student Discipline

All drivers are expected to know district policies/procedures on:

- a. Creating a positive attitude on the school bus
- b. Oral and visual communications skills between the driver and the passenger
- c. Dealing confidently with a disruptive student
- d. District discipline policy
- e. Developing and enforcing appropriate student behavior
- f. Incident report forms
- g. District policy on possession of weapons by a student
- h. District policy on sexual, racial and religious harassment/violence
- i. District policy on smoking

8. Human Relations

All drivers are expected to know district policies/procedures on:

- a. Appropriate driver behavior
- b. Sensitivity to a diverse student population
- c. Sensitivity to individual student needs
- d. Relations with parents and school staff
- e. Working with a special education bus aide

9. Chemical Abuse

All drivers are expected to know district policies/procedures on:

- a. How alcohol and/or drugs can affect driving skills
- b. Drug-testing programs
- c. State and federal requirements

B. Evaluation.

All drivers will be evaluated for the following competencies at least once annually:

1. Safely operate the type of school bus the driver will be driving;

2. Understand student behavior, including issues relating to students with disabilities;
3. Ensure orderly conduct of students on the bus and handle incidents of misconduct appropriately;
4. Know and understand relevant laws, rules of the road and local school bus safety policies;
5. Handling emergency situations;
6. Safely load and unload students, and;
7. Demonstrate proficiency in first aid and CPR procedures.

The evaluation must include completion of an individual “school bus driver evaluation form” (road test evaluation) as contained in the Model School bus Driver Training Manual.

VIII. EMERGENCY PROCEDURES

A. Fire.

In the event of a fire, the first priority is to evacuate the bus. Drivers will make certain passengers are safe before attempting to put out the fire.

B. Injuries/Medical Emergencies.

1. Drivers will be familiar with first aid and CPR procedures.
2. If possible, school bus drivers or their supervisors shall call “911” or the local emergency phone number in the event of a serious emergency followed by contacting the dispatcher. Drivers should administer proper first aid in accordance with their training and level of ability. In the event an injured passenger is taken to the hospital, the driver is to record the student’s name and the name of the hospital where the student is sent.

C. Tornado.

If there is likelihood that a tornado will hit a vehicle, and there is no escape route available or no time to drive to a safe location, the driver should evacuate the bus, taking the first aid kit. The driver will take the students to the basement of a nearby building or to the nearest depression or ditch upwind (toward the storm) of the bus far enough away from the bus so that the bus will not roll over on them and instruct them to cover their heads with their arms. If the students are wearing

coats or jackets, these can be used to provide additional protection for their heads and bodies. Drivers should take only the first aid kit from the bus.

If drivers are on the road when they hear a tornado warning or spot a funnel, and there is no time to evacuate the students after stopping the bus, drivers should have the students assume the protective position, remaining in their seats, with their heads below window level.

D. Evacuation.

Drivers should evacuate buses only when there is a danger of fire, collision or other potential hazard. Drivers should inform passengers that there is an emergency, and in very calm and precise terms, tell them exactly what they are to do. When safely possible, drivers will keep all evacuees a minimum of 100 feet from the bus. They should be loaded back onto the bus only when the driver has determined it is safe to do so.

E. Accident.

In case of an accident, the driver should immediately assess students for injuries and begin any emergency first aid procedures if necessary. The driver must also notify the school district and law enforcement of any school bus accidents immediately.

Upon providing emergency care and notifying the district, the driver shall:

1. In cooperation with police officers and/or ambulance service, assist with the care of students.
2. See that all injured students receive proper care.
3. Determine facts pertaining to the accident.
4. Call transportation/district staff to give a list of names and circumstances so they can begin calling parents/guardians.
5. Discuss the accident only with police and school district officials.
6. Record all students' names.
7. Not leave the scene of an accident until released by law enforcement.

Before leaving for the day, the driver shall fill out an accident report. All bus accidents resulting in death, personal injury, or apparent property damage of more than \$1,000 will be reported to the Department of

Public Safety. A school bus involved in such an accident may not transport pupils until it has been inspected by or has received a waiver from the State Patrol.

F. Cold Weather Stop.

If a driver is stuck or stalled in cold weather, the driver should call for assistance and wait for help. The driver should avoid relying on the engine to provide heat for the driver and passengers as long as possible. If it is necessary to run the engine to provide heat, the driver will make sure the exhaust pipe is clear of snow, open windows for ventilation, and check passengers frequently for headaches or drowsiness.

G. Dangerous Weapons

If a driver observes or learns that a passenger may have a dangerous weapon on the bus, he or she should remain calm and call for assistance ~~using a predetermined code~~. The driver should give the location of the bus to the dispatcher, continue the route and wait for assistance. The driver should not inform the passenger suspected of having the weapon that he or she knows of the weapon.

H. Lights.

In an emergency stop, the driver should turn on the four-way hazard warning lights, and running or clearance lights.

I. Getting Assistance.

The driver should use the two-way radio communications system to get assistance. Drivers should report the location and number of the bus, the nature of the problem, and the status of the passengers. If the driver cannot contact the dispatcher by radio or mobile phone he/she should ask a passerby or other motorist to attempt contact with the dispatcher. The driver should write out the number and location of the school bus, the nature of the emergency, and the status of the passengers.

IX. VEHICLE MAINTENANCE STANDARDS

- A. All school vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the school district. A copy of this program shall be available in the Transportation Office.
- B. All school vehicles shall be state inspected in accordance with legal requirements.
- C. A copy of the current daily pre-trip inspection report must be documented electronically or carried in the bus. Daily pre-trip

inspections shall be maintained on file in accordance with the school district's record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.

- D. Daily post-trip inspections shall be performed to check for any children or lost items remaining on the bus and for vandalism.

X. SCHOOL TRANSPORTATION COORDINATOR

The school transportation coordinator shall have day-to-day responsibility for student transportation safety, including transportation of nonpublic school children when provided by the school district. The school transportation coordinator will assure that this policy is periodically reviewed to ensure that it conforms to law. The school transportation coordinator shall certify annually to the School Board that each school bus driver meets the school bus driver training competencies required by Minnesota Statutes section ~~Stat. §~~ 171.321, ~~subdivision~~ ~~Subd.~~ 4. The transportation coordinator also shall annually verify or ensure that the private contractor utilized by the school has verified the validity of the driver's license of each employee who regularly transports students for the school district in a type A, B, C, or D school bus, type III vehicle, or MFSAB with the National Driver Register or the Department of Public Safety. Upon request of the school district Superintendent or the Superintendent of the school district where nonpublic students are transported, the school transportation coordinator also shall certify to the Superintendent that students have received school bus safety training in accordance with state law. The name, address, and telephone number of the school Transportation Safety Director are on file with the school district office. Any questions regarding student transportation or this policy may be addressed to the school transportation coordinator.

Legal References: Minn. Stat. § 122A.18, Subd. 8 (Board to Issue Licenses)
Minn. Stat. § 123B.03 (Background Check)
Minn. Stat. § 123B.42 (Textbooks; Individual Instruction or Cooperative Learning Material; Standard Tests)
Minn. Stat. § 123B.88 (Independent School Districts; Transportation)
Minn. Stat. § 123B.885 (Diesel School Buses; Operation of Engine; Parking)
Minn. Stat. § 123B.90 (School Bus Safety Training)
Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)
Minn. Stat. § 144.057 (Background Studies on Licensees and Other Personnel)
Minn. Stat. Ch. 169 (Traffic Regulations)
Minn. Stat. § 169.011, Subds. 15, 16, and 71 (Definitions)
Minn. Stat. § 169.02 (Scope)
Minn. Stat. § 169.443 (Safety of School Children; Bus Driver's Duties)
Minn. Stat. § 169.446, Subd. 2 (Safety of School Children; Training and Education Rules ~~Driver Training Programs~~)

Minn. Stat. § 169.451 (Inspecting School and Head Start Buses; Rules; Misdemeanor)
Minn. Stat. § 169.454 (Type III Vehicle Standards)
Minn. Stat. § 169.4582 (Reportable Offense on School Buses)
Minn. Stat. §§ 169A.25-169A.27 (Driving While Impaired)
Minn. Stat. § 169A.31 (Alcohol-Related School Bus or Head Start Bus Driving)
Minn. Stat. §§ 169A.50-169A.53 (Implied Consent Law)
Minn. Stat. § 171.02, Subds. 2, 2a, and 2b (Licenses; Types, Endorsements, Restrictions)
Minn. Stat. § 171.168 (Notification of Conviction for Violation by a Commercial Driver)
Minn. Stat. § 171.169 (Notification of Suspension of License of Commercial Driver)
Minn. Stat. § 171.321 (Qualifications of School Bus Driver)
Minn. Stat. § 171.3215, Subd. 1(c) (Canceling Bus Endorsement for Certain Offenses)
Minn. Stat. § 181.951 (Authorized Drug and Alcohol Testing)
Minn. Stat. Ch. 245C (Human Services Background Studies)
Minn. Stat. § 609.02 (Definitions)
Minn. Rules Parts 7470.1000-7470.1700 (School Bus Inspection)
49 C.F.R. § 383.31 (Notification of Convictions for Driver Violations)
49 C.F.R. § 383.33 (Notification of Driver's License Suspensions)
49 C.F.R. § 383.5 (Transportation Definitions)

Cross References: WBLASB Policy 416 (Drug and Alcohol Testing)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
WBLASB Policy 707 (Transportation of Public Students)
WBLASB Policy 708 (Transportation of Nonpublic Students)
WBLASB Policy 710 (Extracurricular Transportation)