INDEPENDENT SCHOOL DISTRICT #624

SCHOOL BOARD MEETING PACKET

November 13, 2023

Independent School District No. 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*

Approved by White Bear Lake Area School Board on December 9, 2019

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

To: Members of the School Board

From: Dr. Wayne Kazmierczak
Superintendent of Schools

Date: November 8, 2023

A meeting of the White Bear Lake Area School Board will be held on **Monday, November 13, 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. Update of 2024-25 and 2025-26 School Year Calendars

2. First Reading of School Board Policies:
   a. 421, Gifts to Employees and School Board Members;
   b. 703, Annual Audit; and
   c. 722, Public Data and Data Subject Requests.

   The policies listed above will be on the December 11, 2023 or subsequent agenda for a second reading.

E. OPERATIONAL ITEMS

1. Action on 2023-24 Course Proposals

2. Action on 2024-25 and 2025-26 School Year Calendars

3. Action on Official Depositories for School District Funds and Authorized Bank Accounts and Signatures

4. Action on Joint Powers Agreement with Suburban Ramsey Family Collaborative

5. Action on School Board Policies:
    a. 412, Expense Reimbursement;
    b. 496, Faculty and Staff Dress and Appearance;
    c. 497, Nepotism;
    d. 521, Student Disability Nondiscrimination; and
    e. 807, Health and Safety.

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**

MEETING DATE: **November 13, 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.

Consent Agenda Item A-5a
November 13, 2023
School Board Meeting

AGENDA ITEM: **School Board Minutes**

MEETING DATE: **November 13, 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, October 9, 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: Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Absent: Thompson.
3. Pledge of Allegiance.
4. Beloyed moved and Arcand seconded to approve the agenda as presented. ***Voice vote: Ayes: Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.***
5. Daniels moved and Streiff Oji seconded to approve the consent agenda consisting of:
   a) Minutes for Board meetings on September 11, 2023, and September 25, 2023;
   b) Invoices based upon a random sample, all of which met the standards and guidelines as set by the School Board;
   c) Resolution regarding acceptance of gifts with thank you letters directed to the donors;
   d) Field trips;
   e) Resolution regarding personnel items to include:

➢ RESIGNATION/TERMINATION/NON-RENEWAL – CLASSIFIED STAFF

CHRISTOPHER ANDERSON – Lunchroom/Playground Supervisor - Oneka Elementary
Employed by District 624 since 02/13/2023
Effective Date: 06/09/2023

KATHLEEN CHINANDER –Early Childhood Assistant - Willow Lane Elementary
Employed by District 624 since 10/10/2021
Effective Date: 10/06/2023

NANCY CHRISTIANSON – Nutrition Services - Birch Lake Elementary
Employed by District 624 since 02/03/2020
Effective Date: 09/08/2023

LANE FLATTEN – OST Program Assistant - Oneka Elementary
Employed by District 624 since 01/03/2023
Effective Date: 08/04/2023

DANIELLE JOHNSON – OST Program Assistant - Oneka Elementary
Employed by District 624 since 01/30/2023
Effective Date: 06/09/2023

DANIELLE JOHNSON – Lunchroom/Playground Supervisor - Oneka Elementary
Employed by District 624 since 01/30/2023
Effective Date: 06/09/2023

NATALIE NAULT – OST Program Assistant - Lincoln Elementary
Employed by District 624 since 03/13/2023
Effective Date: 08/28/2023

ISABELLA ROSS – Media Clerk - Lincoln Elementary
Employed by District 624 since 01/23/2023
Effective Date: 06/09/2023
BELINDA WATERBURY – Nutrition Services - WBLAHS - South Campus
Employed by District 624 since 09/18/2023
Effective Date: 10/1/2023

- RESIGNATION/TERMINATION/NON-RENEWAL – CERTIFIED STAFF

JANET ELLIOT - Music Teacher - Birch Lake/Oneka/Otter Lake/Vadnais Heights Elementary
Employed by District 624 since 08/20/2018
Effective Date: 06/12/2023
ESSIA GARFIELD – Spanish Teacher - Otter Lake Elementary
Employed by District 624 since 08/29/2022
Effective Date: 10/03/2023
AMY GRILZ – School Nurse - Otter Lake Elementary
Employed by District 624 since 08/28/2023
Effective Date: 09/26/2023
CHRISTINE MOERKE – Special Education Teacher - Central Middle School
Employed by District 624 since 08/19/2019
Effective Date: 09/15/2023

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

VONGSA KONGDARAVONG – Student Support Specialist - WBLAHS - North Campus
Employed by District 624 since 08/02/2022
Effective Date: 09/15/2023
MARISSA WIGGERT – Preschool Teacher - Birch Lake Elementary
Employed by District 624 since 09/13/2021
Effective Date: 06/02/2023

- EXTRA ASSIGNMENT – CERTIFIED STAFF

JONATHAN ARREGUIN – .1 FTE Physical Education Teacher - Sunrise Park Middle School
BA, Step 2, $5,074.90
Effective Date: 08/28/2023 through 06/07/2024
MOLLY BRITT – .1 FTE Psychologist - Willow Lane Elementary
MA + 45, Step 4, $6,304.30
Effective Date: 08/28/2023 through 06/07/2024
SARAH BRUEMMER – .2 AVID Teacher - WBLAHS - North Campus
MA + 60, Step 13, $10,096.35
Effective Date: 08/28/2023 through 01/25/2024
RACHEL GARCIA – .1 FTE Spanish Teacher - Central Middle School
BA + 15, Step 13, $6,595.80
Effective Date: 08/28/2023 through 06/07/2024
ADAM KING – .1 FTE Physical Education Teacher - Sunrise Park Middle School
MA + 15, Step 4, $6,062.80
Effective Date: 08/28/2023 through 06/07/2024
MOLLY MILLER – .1 FTE School Nurse - District Wide
MA + 45, Step 10, $8,805.70
Effective Date: 08/28/2023 through 06/07/2024

MARK MISGEN – .1 FTE Physical Education Teacher - Sunrise Park Middle School
MA + 60, Step 13, $10,581.00
Effective Date: 08/28/2023 through 06/07/2024
MICHELE NORCROSS – .2 FTE Instructional Coach - ALC
MA, Step 13, $17,229.00
Effective Date: 08/28/2023 through 06/07/2024
ERICA SUCHY – .2 Math Teacher - WBLAHS - North Campus
MA + 60, Step 13, $9,996.39
Effective Date: 08/28/2023 through 01/24/2024

- CHANGE IN ASSIGNMENT – CLASSIFIED STAFF

KARA HAYNE – Paraeducator - Normandy Park
Increase in hours, From 9 hours to 21 hours
Effective Date: 10/09/2023
AMY JO KLEIST – Media Clerk - Sunrise Park Middle School
Increase in hours, From 37.5 hours to 40 hours
Effective Date: 08/28/2023
ALICIA MAHMOOD – From Nutrition Services - North Campus WBLAHS
To Nutrition Services - Birch Lake Elementary
Increase in hours, From 18.75 hours to 25 hours
Effective Date: 09/25/2023
ANDREA SEGRAVES – Paraeducator - Oneka Elementary
Increase in hours, From 12 hours to 24 hours
Effective Date: 09/06/2023
TERESA PALFE – Paraeducator - Sunrise Park Middle School
Increase in hours, From 32.5 hours to 33.75 hours
Effective Date: 09/08/2023
BRITTNEY SLETTEN – Paraeducator - Sunrise Park Middle School
Increase in hours, From 32.5 hours to 33.75 hours
Effective Date: 09/08/2023

- CHANGE IN ASSIGNMENT – CERTIFIED STAFF

ALICIA ARNAL – School Nurse - North Star Elementary
Decrease in FTE, from 1.0 FTE to .5 FTE
Effective Date: 08/28/2023
SARAH ATKINS – Science Teacher - WBLAHS - South Campus
Decrease in FTE, from .6 FTE to .8 FTE
Effective Date: 08/28/2023

- TEMPORARY CHANGE IN ASSIGNMENT – CLASSIFIED STAFF

STEPHANIE LANNERS – Paraeducator - Oneka Elementary
24 hrs per week changed to 29.5 hrs per week
Effective Date: 2023-2024 School Year

- TEMPORARY CHANGE IN ASSIGNMENT – CERTIFIED STAFF

KRISTI GILE – From Special Education Teacher - Birch Lake Elementary
To Child & Family Advocate - District Wide
Effective Date: 2023-2024 School Year

- PART-TIME LEAVE OF ABSENCE – CERTIFIED STAFF

DAWN BRUESS – Special Education Teacher - Matoska International
Position 0.8 FTE (Leave 0.2 FTE)
Effective Date: 2023-2024 School Year

- FULL-TIME LEAVE OF ABSENCE – CERTIFIED STAFF

  MEGAN CHURCH – Kindergarten Teacher - Willow Lane Elementary
  Employed by District 624 since 04/02/2013
  Effective Date: 08/28/2023 - 12/01/2023
  EMILY GALLATIN – 3rd Grade Teacher - Otter Lake Elementary
  Employed by District 624 since 08/25/2005
  Effective Date: 2023-2024 School Year
  KELSEY GRONHOVD – Language Arts Teacher - WBLAHS - North Campus
  Employed by District 624 since 08/24/2020
  Effective Date: 08/28/2023 - 01/24/2024
  BARBARA HUNT – Math Teacher - WBLAHS - North Campus
  Employed by District 624 since 08/21/2017
  Effective Date: 08/28/2023 - 01/24/2024
  STEVEN KEMPENICH – 5th Grade Teacher - Willow Lane Elementary
  Employed by District 624 since 08/23/1999
  Effective Date: 2023-2024 School Year
  ANGELA KLEVAN – 1st Grade Teacher - Otter Lake Elementary
  Employed by District 624 since 08/26/2010
  Effective Date: 2023-2024 School Year
  ELIZABETH KRATZKE – French Teacher - WBLAHS - North Campus
  Employed by District 624 since 08/30/2021
  Effective Date: 08/28/2023 - 01/24/2024
  DAVID MEUWISSEN – Physical Education Teacher - WBLAHS - North Campus
  Employed by District 624 since 08/24/1998
  Effective Date: 09/12/2023 - 10/11/2023
  CHRISTINE THOMAS – Science Teacher - Central Middle School
  Employed by District 624 since 08/19/2019
  Effective Date: 08/28/2023 - 11/24/2023

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

  KATHLEEN OLSON – Career Pathways Coordinator - WBLAHS - South Campus
  Employed by District 624 since 03/27/2023
  Effective Date: 07/25/2023 through 10/17/2023

- NEW PERSONNEL – NON-AFFILIATED

  SARAH ANDRE – Controller - District Center
  40 hrs. per wk., $105,000 annually
  Effective Date: 09/27/2023

- NEW PERSONNEL – CLASSIFIED STAFF

  KAREN ADRIAN – NS Assistant - WBLAHS - North Campus
  $17.5 per hr., 18.75 hrs. per wk.
  Effective Date: 09/06/2023
  KAREN ADRIAN – NS Assistant - Willow Lane Elementary
  $17.5 per hr., 18.75 hrs. per wk.
  Effective Date: 09/18/2023
  LEAH BEGGS – Lunchroom/Playground Supervisor - Oneka Elementary
  $19.32 per hr., 12.5 hrs. per wk.
  Effective Date: 09/25/2023
  LEAH BEGGS – OST Program Assistant - Oneka Elementary
  $18.50 per hr., 20 hrs. per wk.

Effective Date: 09/25/2023
MEGAN HARRINGTON – Paraeducator - Central Middle School
$20.61 per hr., 32.5 hrs. per wk.
Effective Date: 09/05/2023
KRISTINE HEIDELBERGER – Media Clerk - Lincoln Elementary
$19.32 per hr., 27.5 hrs. per wk.
Effective Date: 09/05/2023
KRISTEN HOOGE-CHACKA – Paraeducator - WBLAHS- North Campus
$20.61 per hr., 32.5 hrs. per wk.
Effective Date: 10/02/2023
ASHLEY HYNES – NS Assistant - Sunrise Park Middle School
$17.5 per hr., 17.5 hrs. per wk.
Effective Date: 10/02/2023
REENA LINDBLOM – OST Program Assistant - Lakeaires Elementary
$18.50 per hr., 22.49 hrs. per wk.
Effective Date: 09/08/2023
CHRISTINE JOHNSON – NS Assistant - WBLAHS - North Campus
$17.5 per hr., 18.75 hrs. per wk.
Effective Date: 10/02/2023
CHRISTINE JOHNSON – OST Program Assistant - Otter Lake Elementary
$18.50 per hr., 17.49 hrs. per wk.
Effective Date: 10/02/2023
EVELYN LOVAS – Administrative Assistant/Registrar/Records- Sunrise Park Middle School
$19.92 per hr., 40 hrs. per wk.
Effective Date: 09/18/2023
KELLY MILLER – Paraeducator - Otter Lake Elementary
$20.61 per hr., 32.5 hrs. per wk.
Effective Date: 09/25/2023
SEHAM NABRY – Paraeducator - WBLAHS - North Campus
$20.61 per hr., 32.5 hrs. per wk.
Effective Date: 09/12/2023
ANA OLSON – OST Paraeducator - Otter Lake Elementary
$20.61 per hr., 22.49 hrs. per wk.
Effective Date: 09/18/2023
GLORIANNE OLSON – OST Program Assistant - Matoska International
$18.50 per hr., 27.49 hrs. per wk.
Effective Date: 09/20/2023
IBTISAM OMAR – OST Program Assistant - Lakeaires Elementary
$18.50 per hr., 22.49 hrs. per wk.
Effective Date: 09/25/2023
CAITLIN PALMER – OST Program Assistant - Lakeaires Elementary
$18.50 per hr., 14.99 hrs. per wk.
Effective Date: 09/25/2023
CHAROLOTTE PENA – Paraeducator - Sunrise Park Middle School
$20.61 per hr., 32.5 hrs. per wk.
Effective Date: 10/03/2023
KIMBERLY ROOT – Lunchroom/Playground Supervisor - Matoska International

$19.32 per hr., 12.5 hrs. per wk.
Effective Date: 09/11/2023
KIMBERLY ROOT – OST Program Assistant - Matoska International
$18.50 per hr., 17.5 hrs. per wk.
Effective Date: 09/11/2023
AMAYA RYAN-BAHERIY – OST Program Assistant -Matoska International
$18.50 per hr., 14.99 hrs. per wk.
Effective Date: 09/11/2023
MARY SCHMIDT – OST Program Assistant - Oneka Elementary
$18.50 per hr., 14.99 hrs. per wk.
Effective Date: 09/05/2023
BROOKE TERVOLA – OST Program Assistant - North Star Elementary
$18.50 per hr., 17.49 hrs. per wk.
Effective Date: 09/152023
APRIL WAGNER – Lunchroom/Playground Supervisor - Otter Lake Elementary
$19.32 per hr., 12.5 hrs. per wk.
Effective Date: 09/27/2023
BELINDA WATERBURY – NS Assistant - WBLAHS - South Campus
$17.5 per hr., 18.75 hrs. per wk.
Effective Date: 09/18/2023
BARBARA WILLIAMS-ANDERSON – OST Program Assistant - Lincoln Elementary
$18.50 per hr., 17.49 hrs. per wk.
Effective Date: 09/20/2023
KARLA YANKOVEC – OST Program Assistant - Lincoln Elementary
$18.50 per hr., 17.49 hrs. per wk.
Effective Date: 10/09/2023

➢ NEW PERSONNEL – CERTIFIED STAFF
ETHAN WILLIAMS – Music Teacher - Birch Lake Elementary
1.0 FTE BA Step 1 $14,929.20
Effective Date: 08/28/2023
HEATHER WILDING – School Nurse - North Star & Oneka Elementary
0.8 FTE BA Step 13 $49,140
Effective Date: 09/25/2023

➢ TEMPORARY - CLASSIFIED STAFF
CYNTHIA WORSHAM – Paraeducator - Birch Lake Elementary
$20.61 per hr., 32.5 hrs. per wk., $2,813.26
Effective Date: 09/06/2023 through 10/02/2023

➢ TEMPORARY - CERTIFIED STAFF
NICHOLAS BERGANTINE – Full Time Building Reserve - WBLAHS - North & South Campus
$205/per day., 40 hrs per week
Effective Date: 2023-2024

➢ LONG TERM SUBSTITUTE - CERTIFIED STAFF
SUSAN HICKS – Speech Language Pathologist - North Star Elementary
0.8 FTE MA+60 Step 13 $ 26,390.47
Effective Date: 03/04/2024 - 06/07/2024
LISA HOUCHINS – Math Teacher - WBLAHS - North Campus
1.0 FTE MA Step 10 $14,382.41

Effective Date: 09/27/2023 - 11/20/2023
MARIN JOHNSON – French Teacher - WBLAHS - North Campus
1.0 FTE BA Step 1 $2,090.32
Effective Date: 08/28/2023 - 01/25/2024
STEPHANIE KLUCHAR – Kindergarten Teacher - Willow Lane Elementary
1.0 FTE MA+60 Step 8 $74,397
Effective Date: 08/28/2023 - 01/25/2024
JANEL TOUSSAINT – French Teacher - WBLAHS - South Campus
0.4 FTE MA + 30 Step 13 $15,955.74
Effective Date: 11/06/2023 - 03/08/2024

e) Quarterly investment report.
Roll call vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.

B. PUBLIC FORUM - Charlie Rogers

C. INFORMATION ITEMS

1. Student Recognition - AP Scholars, National Merit Finalists, and College Board Recognition Award Winners were recognized and congratulated by Dr. Kazmierczak for earning state and national recognition.
2. Superintendent's Report - Arianna Vann-Cook spoke about last week's homecoming festivities. She also mentioned national school lunch week and upcoming sporting events. Dr. Kazmierczak spoke about hands-on lessons for our students in observance of Indigenous Peoples Day, and White Bear Lake Area High School - South Campus being named a Silver member of the 2023 Advanced Placement School Honor Roll. He also gave information about the virtual Substance Abuse Awareness & Naloxone workshop offered to the community on October 24, and employment opportunities with WBLAS. He ended with information about the newly renovated Price Field.

D. DISCUSSION ITEMS

1. First Reading of School Board Policies a) 412, Expense Reimbursement; b) 496, Faculty and Staff Dress and Appearance; c) 497, Nepotism; d) 521, Student Disability Nondiscrimination; and e) 807, Health and Safety. The policies listed above will be on the November 13, 2023 agenda or subsequent agenda for a second reading.

E. OPERATIONAL ITEMS

1. Beloyed moved and Streiff Oji seconded to approve the action on Bid for South Campus Mechanical and Accessibility (LTFM) Package in the total amount of $12,561,067. ***Roll call vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays. Motion carried.***
2. Daniels moved and Beloyed seconded to approve the action on Bid for Central Middle School Technology Update Package in the amount of $272,325.40. ***Roll call vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays. Motion carried.***
3. Daniels moved and Streiff Oji seconded to approve the action on 2024 Medical and Dental Insurance Rates. ***Roll call vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays. Motion carried.***

4. Arcand moved and Beloyed seconded to approve the action on Property Purchase Agreement. **If needed, the purchase agreement may be discussed in closed session pursuant to Minn. Stat. 13D.05, subd. 3(c) to consider an offer to purchase property identified as PID #143022130035, located in the City of White Bear Lake, Ramsey County, State of Minnesota prior to tonight's vote.* ***Roll call vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays. Motion carried.***

F. BOARD FORUM

G. ADJOURNMENT - Arcand moved and Daniels seconded to adjourn the meeting at 6:01 p.m. ***Voice vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.***

_____

Submitted by: Margaret Newmaster, acting 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, October 23, 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: Thompson, Arcand, Beloyed, Daniels, Ellison, Newmaster. Absent: Streiff Oji.

B. DISCUSSION ITEMS

1. 2024-25 and 2025-26 Calendar Update - Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning presented an update on the 2024-25 and 2025-26 school year calendars.
2. Building Our Future - Referendum Projects Update - Paul Aplikowski and representatives from Wold Architects and Engineers provided an update on construction progress as well as next steps in the Building Our Future Referendum Project.
3. 2024-25 Course Proposals - Jen Babiash, Director of Teaching and Learning, presented the secondary course proposals for the 2024-25 school year.

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

_____
Submitted by: Angela Thompson, clerk

Consent Agenda Item A-5b
November 13, 2023
School Board Meeting

AGENDA ITEM:	**Monthly Check Registers**
MEETING DATE:	**November 13, 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 - Ocotober 2023

		10/13/2023	10/31/2023
Direct Deposit	900686171 - 900687599	2,376,372.90	
Direct Deposit	900687600 - 900689001		2,267,299.59

Check Number	Vendor	Amount	Check Date	Check Type
132766	RAUSCH STURM	($156.00)	6/30/2023	V
135614	TOUSSAINT, OLIVIER	($128.00)	10/18/2023	V
135742	RAUSCH STURM	($156.00)	10/18/2023	V
135772	CITY OF WHITE BEAR LAKE	$32,601.00	10/3/2023	R
135773	ADELEKAN, ADETOLA	$143.00	10/4/2023	R
135774	ADLER, JAMIE	$79.00	10/4/2023	R
135775	AIKORIEGIE, SUNNY O.	$143.00	10/4/2023	R
135776	ALLSTREAM	$6,205.68	10/4/2023	R
135777	ARENT, MATTHEW	$243.00	10/4/2023	R
135778	AULECIEMS, KARL	$79.00	10/4/2023	R
135779	BARTCZAK, ANDREW	$64.00	10/4/2023	R
135780	BAUSCHELT, PAT	$81.00	10/4/2023	R
135781	BEVSO	$4,272.58	10/4/2023	R
135782	BSN SPORTS, LLC	$1,234.60	10/4/2023	R
135783	CAMMACK, HANNAH	$123.70	10/4/2023	R
135784	CARBONES PIZZERIA	$1,221.24	10/4/2023	R
135785	CARLSON, JEREMY	$81.00	10/4/2023	R
135786	CARLSON, KEATON	$81.00	10/4/2023	R
135787	CDW GOVERNMENT INC	$2,830.00	10/4/2023	R
135788	DAHL, MARK	$81.00	10/4/2023	R
135789	ERHARDT, GARY	$50.00	10/4/2023	R
135790	ERHARDT, SCOTT D.	$50.00	10/4/2023	R
135791	FIDELITY SECURITY LIFE INSURANCE CO	$5,334.42	10/4/2023	R
135792	GEER, JASON E.	$64.00	10/4/2023	R
135793	HALTER, TROY	$81.00	10/4/2023	R
135794	HENKEL, CRAIG A.	$256.00	10/4/2023	R
135795	HOEFER, SHANE S.	$270.00	10/4/2023	R
135796	IFD	$0.00	10/4/2023	C
135797	IFD	$0.00	10/4/2023	C
135798	IFD	$0.00	10/4/2023	C
135799	IFD	$74,932.28	10/4/2023	R
135800	INTERNATIONAL BACCALAUREATE ORGANIZATION	$2,100.00	10/4/2023	R
135801	JW PEPPER & SON INC	$172.99	10/4/2023	R
135802	KNOBLAUCH, THOMAS	$81.00	10/4/2023	R
135803	KOLESKE, JONAH	$143.00	10/4/2023	R
135804	LABELLE, PAUL H.	$162.00	10/4/2023	R
135805	LAKESHORE LEARNING MATERIALS	$744.96	10/4/2023	R
135806	LASHOMB, BRIAN A.	$162.00	10/4/2023	R
135807	LEHNER, KENNETH	$81.00	10/4/2023	R
135808	LINDER, ROBERT	$81.00	10/4/2023	R
135809	MASA/MASE	$329.00	10/4/2023	R
135810	MCMASTER-CARR	$24.14	10/4/2023	R
135811	MESA ALFREDO	$162.00	10/4/2023	R
135812	MN ELEMENTARY SCH PRIN ASSOC	$703.00	10/4/2023	R
135813	MINNESOTA PYROTECHNICS	$7,500.00	10/4/2023	R

135814	MN SAFETY COUNCIL INC	$552.00	10/4/2023	R
135815	NCPERS GROUP LIFE INS	$96.00	10/4/2023	R
135816	NORTH CENTRAL TRUCK EQUIPMENT	$791.93	10/4/2023	R
135817	ORDWAY CENTER FOR PERFORMING	$1,296.00	10/4/2023	R
135818	PAN-O-GOLD	$1,956.77	10/4/2023	R
135819	PFEIFER, TROY	$81.00	10/4/2023	R
135820	PRAIRIE RESTORATIONS	$625.00	10/4/2023	R
135821	QUADIENT LEASING	$474.42	10/4/2023	R
135822	RAMIREZ, EDWARD	$162.00	10/4/2023	R
135823	RAMSEY SOLUTIONS	$329.99	10/4/2023	R
135824	READ NATURALLY INC	$3,420.00	10/4/2023	R
135825	RIVERSIDE INSIGHTS	$2,596.44	10/4/2023	R
135826	ROBERT HALF	$26,250.00	10/4/2023	R
135827	SAUERS, TODD	$143.00	10/4/2023	R
135828	SCHOOL HEALTH CORPORATION	$102.93	10/4/2023	R
135829	SCHOOL MATE	$208.00	10/4/2023	R
135830	SCHULZ, SCOTT	$94.00	10/4/2023	R
135831	SCOTT, RYAN	$81.00	10/4/2023	R
135832	SHEA, SAVANNAH	$110.00	10/4/2023	R
135833	SHERMAN, KATHRYN	$1,000.00	10/4/2023	R
135834	SIMON, MICHAEL	$158.00	10/4/2023	R
135835	SMITH, ALEXANDER	$79.00	10/4/2023	R
135836	ST MARTIN, KIMBERLY	$6.50	10/4/2023	R
135837	STANTON, TERRI	$9.40	10/4/2023	R
135838	STENGLEIN, PAUL	$50.00	10/4/2023	R
135839	STRACK, GEOFFREY	$81.00	10/4/2023	R
135840	STUTTERING THERAPY RESOURCES	$120.15	10/4/2023	R
135841	TADEO, HUGO MATUS	$79.00	10/4/2023	R
135842	TEACHER SYNERGY LLC	$3.50	10/4/2023	R
135843	TESSIER, TAMMY	$20.95	10/4/2023	R
135844	TOUSSAINT, OLIVIER	$256.00	10/4/2023	R
135845	TRADE PRESS INC	$223.00	10/4/2023	R
135846	TRIHEX ATHLETIC APPAREL	$13,760.00	10/4/2023	R
135847	VERIZON WIRELESS	$736.04	10/4/2023	R
135848	VOELLER, ASHLEY M.	$55.00	10/4/2023	R
135849	WHITE BEAR LAKE ROTARY CLUB	$160.00	10/4/2023	R
135850	WHITE BEAR LAKE SPORTS CENTER	$110.00	10/4/2023	R
135851	WOLF, JENNA	$39.65	10/4/2023	R
135852	WORDMASTERS LLC	$105.00	10/4/2023	R
135853	ZARAMBO, MARIA L.	$158.00	10/4/2023	R
135854	ACCLAIM SERVICES INC	$853.00	10/4/2023	R
135855	ACCUCUT	$556.53	10/4/2023	R
135856	AMPLIFY EDUCATION INC	$2,088.00	10/4/2023	R
135857	ART OF EDUCATION UNIVERSITY, LLC	$10,490.40	10/4/2023	R
135858	THE BAKKEN MUSEUM	$517.00	10/4/2023	R
135859	BELLAND, MARY	$45.00	10/4/2023	R
135860	BLICK ART MATERIALS	$0.00	10/4/2023	C

135861	BLICK ART MATERIALS	$0.00	10/4/2023	C
135862	BLICK ART MATERIALS	$918.94	10/4/2023	R
135863	BREAKDOWN SPORTS USA	$100.00	10/4/2023	R
135864	BSN SPORTS, LLC	$2,065.64	10/4/2023	R
135865	BURCH, JOHN C.	$24.00	10/4/2023	R
135866	CAPITAL ONE TRADE CREDIT	$7.80	10/4/2023	R
135867	CAPTIVE MEDIA + CONSULTING	$500.00	10/4/2023	R
135868	CARDINAL, KATHLEEN T.	$41.65	10/4/2023	R
135869	CDW GOVERNMENT INC	$3,171.00	10/4/2023	R
135870	CRAFT, PATRICIA S.	$20.40	10/4/2023	R
135871	CRYSTEEL TRUCK EQUIPMENT	$6,195.00	10/4/2023	R
135872	DEJARLAIS, MARILYN	$28.26	10/4/2023	R
135873	DEMCO INC	$337.93	10/4/2023	R
135874	DISCOUNT SCHOOL SUPPLY	$679.64	10/4/2023	R
135875	FOLLETT SCHOOL SOLUTIONS, LLC	$644.10	10/4/2023	R
135876	FRONTRUNNER SCREEN PRINTING	$60.00	10/4/2023	R
135877	FUN EXPRESS LLC	$57.92	10/4/2023	R
135878	GARVEY, PATRICIA	$107.95	10/4/2023	R
135879	GRUNDHAUSER, CECELIA	$30.75	10/4/2023	R
135880	HARRIS, KATHY	$210.00	10/4/2023	R
135881	HAY CREEK ENTERTAINMENT	$268.00	10/4/2023	R
135882	HUGO EQUIPMENT CO	$139.99	10/4/2023	R
135883	INTERMIX BEVERAGE	$192.06	10/4/2023	R
135884	IXL LEARNING	$3,000.00	10/4/2023	R
135885	JENSEN, ETOILE W.	$41.60	10/4/2023	R
135886	JW PEPPER & SON INC	$151.00	10/4/2023	R
135887	LAKEVILLE SOUTH HIGH SCHOOL	$800.00	10/4/2023	R
135888	LEGACY PRODUCTION GROUP	$1,000.00	10/4/2023	R
135889	LOCKMAN, MARY C.	$20.00	10/4/2023	R
135890	LUNDGREN, JOANNE M.	$40.80	10/4/2023	R
135891	MAC RUNNEL, MINDY L.	$117.09	10/4/2023	R
135892	MALLOY/MONTAGUE/KARNOWSKI & CO	$4,500.00	10/4/2023	R
135893	MEDTOX LABORATORIES	$21.37	10/4/2023	R
135894	METRO VOLLEYBALL OFFICIALS ASSOCIATION	$770.00	10/4/2023	R
135895	MN ORCHESTRA	$618.75	10/4/2023	R
135896	MUSIC THEATRE INTERNATIONAL	$63.08	10/4/2023	R
135897	NORTHBOUND CREATIVE	$811.68	10/4/2023	R
135898	NYSTROM PUBLISHING CO INC	$10,806.25	10/4/2023	R
135899	O'NEIL, LOIS	$36.98	10/4/2023	R
135900	O'REILLY AUTOMOTIVE INC	$83.56	10/4/2023	R
135901	ODAA TRANSPORTATION SERVICES	$25,875.00	10/4/2023	R
135902	ODP BUSINESS SOLUTIONS, LLC	$599.14	10/4/2023	R
135903	OKEY, KAY	$180.00	10/4/2023	R
135904	OLSON, SUZANNE K.	$91.80	10/4/2023	R
135905	PAULSON, MICHAEL J.	$90.80	10/4/2023	R
135906	PITTENGER, VICKI	$26.40	10/4/2023	R
135907	PRINCETON HIGH SCHOOL	$250.00	10/4/2023	R

135908	QUISTAD, IDA	$24.66	10/4/2023	R
135909	ROETTGER, DEBRA	$34.00	10/4/2023	R
135910	ROETTGER, DORIS	$161.08	10/4/2023	R
135911	ROGERS HIGH SCHOOL	$350.00	10/4/2023	R
135912	ROW-LOFF PRODUCTIONS	$81.00	10/4/2023	R
135913	SCHOLASTIC	$0.00	10/4/2023	C
135914	SCHOLASTIC	$1,060.07	10/4/2023	R
135915	SOCIAL CLUB SIMPLE LLC	$60.00	10/4/2023	R
135916	SOUTH ST PAUL HIGH SCHOOL	$275.00	10/4/2023	R
135917	STEVE WEISS MUSIC	$710.00	10/4/2023	R
135918	STOUT, GAYLE E.	$22.00	10/4/2023	R
135919	SUBURBAN SPORTSWEAR LLC	$1,026.50	10/4/2023	R
135920	SUPREME SCHOOL SUPPLY CO	$56.39	10/4/2023	R
135921	TAYLOR VENTURES	$162.75	10/4/2023	R
135922	TERMINAL SUPPLY CO	$193.07	10/4/2023	R
135923	MATCO TOOLS	$7,872.40	10/4/2023	R
135924	TRADE PRESS INC	$1,361.00	10/4/2023	R
135925	TWIN CITIES DOTS AND POP, LLC	$412.80	10/4/2023	R
135926	TWOWAYRADIO.COM	$35.96	10/4/2023	R
135927	VERITEXT	$420.00	10/4/2023	R
135928	WALSWORTH PUBLISHING COMPANY INC	$3,152.02	10/4/2023	R
135929	WARREN, MICHELE	$27.20	10/4/2023	R
135930	ACME TOOLS	$299.00	10/5/2023	R
135931	ACOUSTICS ASSOCIATES INC	$51,537.50	10/5/2023	R
135932	ADVANCE TERRAZZO & TILE CO INC	$103,540.50	10/5/2023	R
135933	ADVANCED SYSTEMS INTEGRATION, LLC	$16,140.58	10/5/2023	R
135934	AIRGAS INC	$66,554.01	10/5/2023	R
135935	ALL STATE COMMUNICATIONS	$335.00	10/5/2023	R
135936	AMAZON CAPITAL SERVICES	$53.75	10/5/2023	R
135937	AMERICAN STRUCTURAL METALS INC	$75,259.95	10/5/2023	R
135938	ANCHOR SOLAR INVESTMENTS LLC	$2,263.22	10/5/2023	R
135939	ARAMARK UNIFORM SERVICES	$0.00	10/5/2023	C
135940	ARAMARK UNIFORM SERVICES	$0.00	10/5/2023	C
135941	ARAMARK UNIFORM SERVICES	$642.97	10/5/2023	R
135942	ATC GROUP SERVICES LLC	$7,765.17	10/5/2023	R
135943	AXEL H OHMAN INC	$35,369.45	10/5/2023	R
135944	BATTERIES PLUS BULBS	$127.60	10/5/2023	R
135945	BERWALD ROOFING COMPANY INC	$83,014.73	10/5/2023	R
135946	BITUMINOUS ROADWAYS INC	$236,720.58	10/5/2023	R
135947	BKBM ENGINEERS	$21,500.00	10/5/2023	R
135948	THE BOELTER COMPANIES INC	$9,679.00	10/5/2023	R
135949	BRAUN INTERTEC CORPORATION	$16,387.86	10/5/2023	R
135950	BSN SPORTS, LLC	$3,356.90	10/5/2023	R
135951	C-D PRODUCTS, INC	$5,206.00	10/5/2023	R
135952	CAPITAL ONE TRADE CREDIT	$2,242.86	10/5/2023	R
135953	CAPITAL ONE TRADE CREDIT	$0.00	10/5/2023	C
135954	CAPITAL ONE TRADE CREDIT	$0.00	10/5/2023	C

135955	CAPITAL ONE TRADE CREDIT	$0.00	10/5/2023	C
135956	CAPITAL ONE TRADE CREDIT	$0.00	10/5/2023	C
135957	CAPITAL ONE TRADE CREDIT	$850.59	10/5/2023	R
135958	CFS INTERIORS & FLOORING	$74,794.45	10/5/2023	R
135959	CHAPPELL CENTRAL INC	$56,008.10	10/5/2023	R
135960	CHETS SHOES	$403.73	10/5/2023	R
135961	COMMERCIAL DRYWALL INC	$413,120.41	10/5/2023	R
135962	CONNEY SAFETY PRODUCTS LLC	$257.56	10/5/2023	R
135963	CONSTRUCTION SYSTEMS, INC	$1,759.40	10/5/2023	R
135964	CONTINENTAL RESEARCH CORP	$2,541.55	10/5/2023	R
135965	COSNEY CORPORATION	$4,750.00	10/5/2023	R
135966	CRISIS PREVENTION INSTITUTE INC	$200.00	10/5/2023	R
135967	CRESCENT ELECTRIC SUPPLY CO	$54.93	10/5/2023	R
135968	CUMMINS SALES AND SERVICE	$2,461.96	10/5/2023	R
135969	CUSTOM DRYWALL INC	$22,993.25	10/5/2023	R
135970	DALCO CORPORATION	$0.00	10/5/2023	C
135971	DALCO CORPORATION	$0.00	10/5/2023	C
135972	DALCO CORPORATION	$0.00	10/5/2023	C
135973	DALCO CORPORATION	$0.00	10/5/2023	C
135974	DALCO CORPORATION	$0.00	10/5/2023	C
135975	DALCO CORPORATION	$0.00	10/5/2023	C
135976	DALCO CORPORATION	$0.00	10/5/2023	C
135977	DALCO CORPORATION	$0.00	10/5/2023	C
135978	DALCO CORPORATION	$21,872.37	10/5/2023	R
135979	DECKER EQUIP/SCHOOL FIX	$835.86	10/5/2023	R
135980	EAGLE BROOK CHURCH	$10,097.64	10/5/2023	R
135981	EBERT INC	$69,963.26	10/5/2023	R
135982	ECCO MIDWEST INC	$800.00	10/5/2023	R
135983	ENVISION GLASS INC	$69,825.00	10/5/2023	R
135984	FLOORS BY BECKERS LLC	$7,226.82	10/5/2023	R
135985	FLYNN MIDWEST LP	$89,978.30	10/5/2023	R
135986	FRANSEN DECORATING INC	$72,100.24	10/5/2023	R
135987	GRAINGER	$0.00	10/5/2023	C
135988	GRAINGER	$0.00	10/5/2023	C
135989	GRAINGER	$2,725.57	10/5/2023	R
135990	HAKANSON ANDERSON	$1,800.00	10/5/2023	R
135991	HANGSAFE HOOKS	$739.41	10/5/2023	R
135992	HOME DEPOT CREDIT SERVICES	$600.41	10/5/2023	R
135993	IDEAL ENERGIES SOLAR LEASING LLC	$10,499.97	10/5/2023	R
135994	INNOVATIVE OFFICE SOLUTIONS	$89,154.95	10/5/2023	R
135995	JACON LLC	$27,571.09	10/5/2023	R
135996	JAMAR COMPANY	$14,120.00	10/5/2023	R
135997	JOHN FOLEY MASONRY INC	$123,945.65	10/5/2023	R
135998	KAMISH EXCAVATING INC	$22,874.00	10/5/2023	R
135999	KELLINGTON CONSTRUCTION INC	$90,745.73	10/5/2023	R
136000	KIEFER USA	$159,415.70	10/5/2023	R
136001	KRAFT MECHANICAL LLC	$5,916.40	10/5/2023	R

136002	LIGHT SWITCH LLC	$246.91	10/5/2023	R
136003	LINDE GAS & EQUIPMENT INC	$71.35	10/5/2023	R
136004	LVC COMPANIES INC	$0.00	10/5/2023	C
136005	LVC COMPANIES INC	$121,902.50	10/5/2023	R
136006	MAERTENS-BRENNY CONSTRUCTION	$13,609.70	10/5/2023	R
136007	MID MINNESOTA STORAGE	$3,120.00	10/5/2023	R
136008	MULCAHY NICKOLAUS LLC	$31,549.98	10/5/2023	R
136009	MURPHY WINDOW AND DOOR COMMERCIAL INC	$180,824.58	10/5/2023	R
136010	MUSKA ELECTRIC COMPANIES	$799,150.45	10/5/2023	R
136011	MVP & ASSOCIATES	$2,950.00	10/5/2023	R
136012	NAC MECHANICAL & ELECTRICAL SERV	$3,406.29	10/5/2023	R
136013	NARDINI FIRE EQUIPMENT CO INC	$71.52	10/5/2023	R
136014	NASSEFF MECHANICAL CONTRACTORS INC	$475.00	10/5/2023	R
136015	O'NEILL ELECTRIC INC	$10,450.00	10/5/2023	R
136016	PETERSON BROS ROOFING & CONST	$25,270.38	10/5/2023	R
136017	PETERSON COMPANIES INC	$5,833.00	10/5/2023	R
136018	PHASOR ELECTRIC COMPANY	$166,460.87	10/5/2023	R
136019	PRESS PUBLICATIONS	$491.04	10/5/2023	R
136020	PRIME CONSTRUCTION SOLUTIONS LLC	$25,532.63	10/5/2023	R
136021	RACHEL CONTRACTING LLC	$112,750.66	10/5/2023	R
136022	RED CEDAR STEEL ERECTORS INC	$327,085.48	10/5/2023	R
136023	THE RETROFIT COMPANIES INC	$209.70	10/5/2023	R
136024	SA JORDAN CONSTRUCTION	$7,649.82	10/5/2023	R
136025	SAFETY-KLEEN SYSTEMS INC	$317.89	10/5/2023	R
136026	SAFETYFIRST PLAYGROUND MAINTENANCE	$2,250.00	10/5/2023	R
136027	SCHADEGG MECHANICAL INC	$298,216.40	10/5/2023	R
136028	SCOTT ELECTRIC	$484.00	10/5/2023	R
136029	SONUS INTERIORS INC	$27,835.00	10/5/2023	R
136030	SOUTHERN MN INSPECTION	$6,519.00	10/5/2023	R
136031	SOUTHERN MINNESOTA WOODCRAFT INC	$2,490.00	10/5/2023	R
136032	STAR EQUIPMENT	$133.62	10/5/2023	R
136033	STATE SUPPLY CO	$561.04	10/5/2023	R
136034	STERICYCLE, INC.	$606.77	10/5/2023	R
136035	SUPERIOR TILE & TERRAZZO INC	$1,330.00	10/5/2023	R
136036	SUPERSET TILE & STONE	$330,209.48	10/5/2023	R
136037	TARACON PRECAST LLC	$56,728.58	10/5/2023	R
136038	TEKTON CONSTRUCTION COMPANY	$24,071.30	10/5/2023	R
136039	TRANE US INC	$18,198.49	10/5/2023	R
136040	TWIN CITY JANITOR SUPPLY CO	$2,147.40	10/5/2023	R
136041	TWIN CITY HARDWARE COMPANY INC	$1,482.96	10/5/2023	R
136042	ULINE	$6,741.45	10/5/2023	R
136043	ULTRA CONCRETE LLC	$182,873.74	10/5/2023	R
136044	UPPER MIDWEST ATHLETIC CONSTRUCTION	$6,384.00	10/5/2023	R
136045	VAL PRO WINDOWS, LLC	$91,621.80	10/5/2023	R
136046	VIKING AUTOMATIC SPRINKLER CO	$971.74	10/5/2023	R
136047	VIKING ELECTRIC SUPPLY	$1,999.70	10/5/2023	R
136048	WASCHE COMMERCIAL FINISHES INC	$30,362.48	10/5/2023	R

136049	WHITE BEAR LOCKSMITH INC	$131.00	10/5/2023	R
136050	WEIDNER PLUMBING & HEATING CO	$291,786.33	10/5/2023	R
136051	WENZEL PLYMOUTH PLUMBING LLC	$49,470.02	10/5/2023	R
136052	WL HALL COMPANY	$687.50	10/5/2023	R
136053	WOLD ARCHITECTS AND ENGINEERS	$0.00	10/5/2023	C
136054	WOLD ARCHITECTS AND ENGINEERS	$0.00	10/5/2023	C
136055	WOLD ARCHITECTS AND ENGINEERS	$325,431.57	10/5/2023	R
136056	WURZER, MARY JO	$405.99	10/5/2023	R
136057	XCEL ENERGY	$68,740.02	10/5/2023	R
136058	ZONEONE LOCATING	$209.00	10/5/2023	R
136059	IUOE LOCAL 70	$1,579.63	10/5/2023	R
136060	SCHOOL SERVICE EMPLOYEES	$7,124.86	10/5/2023	R
136061	GURSTEL CHARGO ATTORNEYS AT LAW	$351.00	10/5/2023	R
136062	MESSERLI & KRAMER PA	$838.79	10/5/2023	R
136063	RODENBURG LAW FIRM	$293.99	10/5/2023	R
136064	SCHWEIGERT, KLEMIN & MCBRIDE, P.C.	$277.55	10/5/2023	R
136065	FRASSATI CATHOLIC ACADEMY	$13,455.25	10/10/2023	R
136066	HILL MURRAY HIGH SCHOOL	$9,105.00	10/10/2023	R
136067	ACOUSTICS ASSOCIATES INC	$40,090.00	10/18/2023	R
136067	ACOUSTICS ASSOCIATES INC	($40,090.00)	10/18/2023	V
136068	AIM ELECTRONICS INC	$26,532.00	10/18/2023	R
136069	AMAZON CAPITAL SERVICES	$1,377.55	10/18/2023	R
136070	AMERICAN TIME	$371.15	10/18/2023	R
136071	ARAMARK UNIFORM SERVICES	$0.00	10/18/2023	C
136072	ARAMARK UNIFORM SERVICES	$481.52	10/18/2023	R
136073	BC SOLUTIONS	$120.62	10/18/2023	R
136074	BSN ELECTRIC	$950.75	10/18/2023	R
136075	CAPITAL ONE TRADE CREDIT	$0.00	10/18/2023	C
136076	CAPITAL ONE TRADE CREDIT	$252.81	10/18/2023	R
136077	CITY OF VADNAIS HEIGHTS	$5,826.36	10/18/2023	R
136078	CITY OF WHITE BEAR LAKE	$7,361.02	10/18/2023	R
136079	CONTINENTAL RESEARCH CORP	$1,418.12	10/18/2023	R
136080	DALCO CORPORATION	$0.00	10/18/2023	C
136081	DALCO CORPORATION	$0.00	10/18/2023	C
136082	DALCO CORPORATION	$0.00	10/18/2023	C
136083	DALCO CORPORATION	$0.00	10/18/2023	C
136084	DALCO CORPORATION	$0.00	10/18/2023	C
136085	DALCO CORPORATION	$0.00	10/18/2023	C
136086	DALCO CORPORATION	$28,423.36	10/18/2023	R
136087	DOOR SERVICE COMPANY	$11,220.00	10/18/2023	R
136088	EBERT INC	$291,879.90	10/18/2023	R
136089	GRAINGER	$0.00	10/18/2023	C
136090	GRAINGER	$3,242.45	10/18/2023	R
136091	H2I GROUP INC	$8,130.99	10/18/2023	R
136092	JAMAR COMPANY	$3,280.00	10/18/2023	R
136093	JAYTECH INC	$31.42	10/18/2023	R
136094	JR'S ADVANCED RECYCLERS	$50.00	10/18/2023	R

136095	KELLINGTON CONSTRUCTION INC	$6,535.21	10/18/2023	R
136096	KFI ENGINEERS	$5,759.87	10/18/2023	R
136097	KILLMER ELECTRIC CO	$3,942.50	10/18/2023	R
136098	KONE INC	$944.52	10/18/2023	R
136099	KRAFT MECHANICAL LLC	$2,666.10	10/18/2023	R
136100	KRAUS ANDERSON CONSTRUCTION CO	$588,986.40	10/18/2023	R
136101	KULLY SUPPLY COMPANY	$184.06	10/18/2023	R
136102	LANGER'S TREE SERVICE	$12,500.00	10/18/2023	R
136103	LINDE GAS & EQUIPMENT INC	$71.35	10/18/2023	R
136104	LVC COMPANIES INC	$2,208.80	10/18/2023	R
136105	MCDONOUGH'S WATERJETTING AND DRAIN CLEANING	$301.25	10/18/2023	R
136106	MEISINGER CONSTRUCTION COMPANY	$9,690.00	10/18/2023	R
136107	MINNESOTA SODDING CO LLC	$2,465.74	10/18/2023	R
136108	MN DEPT OF LABOR & INDUSTRY	$300.00	10/18/2023	R
136109	MOBILE RADIO ENGINEERING INC	$98,710.28	10/18/2023	R
136110	MULCAHY NICKOLAUS LLC	$4,914.35	10/18/2023	R
136111	NAC MECHANICAL & ELECTRICAL SERV	$5,157.75	10/18/2023	R
136112	NASSEFF MECHANICAL CONTRACTORS INC	$1,056.31	10/18/2023	R
136113	PARTS TOWN, LLC	$474.06	10/18/2023	R
136114	PHASOR ELECTRIC COMPANY	$31,563.77	10/18/2023	R
136115	PRIMEX WIRELESS	$294.50	10/18/2023	R
136116	RACHEL CONTRACTING LLC	$29,925.00	10/18/2023	R
136117	RED CEDAR STEEL ERECTORS INC	$6,926.45	10/18/2023	R
136118	REPUBLIC SERVICES #899	$14,238.15	10/18/2023	R
136119	THE RETROFIT COMPANIES INC	$362.78	10/18/2023	R
136120	RM COTTON COMPANY	$526.99	10/18/2023	R
136121	SAFETYFIRST PLAYGROUND MAINTENANCE	$2,335.00	10/18/2023	R
136122	SCHADEGG MECHANICAL INC	$14,190.15	10/18/2023	R
136123	SHOPBOT TOOLS INC	$7,340.00	10/18/2023	R
136124	STATE SUPPLY CO	$2,571.65	10/18/2023	R
136125	STERICYCLE, INC.	$463.42	10/18/2023	R
136126	SUDDATH RELOCATION SYSTEMS OF MN LLC	$7,351.41	10/18/2023	R
136127	TR ENVIRONMENTAL CONSULTING LLC	$504.00	10/18/2023	R
136128	TRADE PRESS INC	$694.00	10/18/2023	R
136129	TRANE US INC	$91.09	10/18/2023	R
136130	TWIN CITY JANITOR SUPPLY CO	$998.60	10/18/2023	R
136131	VIKING AUTOMATIC SPRINKLER CO	$1,690.00	10/18/2023	R
136132	VIKING ELECTRIC SUPPLY	$1,331.02	10/18/2023	R
136133	WHITE BEAR LOCKSMITH INC	$109.00	10/18/2023	R
136134	XCEL ENERGY	$0.00	10/18/2023	C
136135	XCEL ENERGY	$0.00	10/18/2023	C
136136	XCEL ENERGY	$5,859.76	10/18/2023	R
136137	ACOUSTICS ASSOCIATES INC	$40,090.00	10/18/2023	R
136138	95 PERCENT GROUP LLC	$400.00	10/18/2023	R
136139	ACCLAIM SERVICES INC	$1,597.50	10/18/2023	R
136140	ALLIED OIL & SUPPLY, INC.	$417.10	10/18/2023	R
136141	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C

136142	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136143	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136144	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136145	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136146	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136147	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136148	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136149	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136150	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136151	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136152	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136153	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136154	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136155	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136156	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136157	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136158	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136159	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136160	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136161	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136162	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136163	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136164	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136165	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136166	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136167	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136168	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136169	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136170	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136171	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136172	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136173	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136174	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136175	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136176	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136177	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136178	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136179	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136180	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136181	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136182	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136183	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136184	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136185	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136186	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136187	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136188	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C

136189	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136190	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136191	AMAZON CAPITAL SERVICES	$0.00	10/18/2023	C
136192	AMAZON CAPITAL SERVICES	$45,853.45	10/18/2023	R
136193	AMERICAN CHORAL DIRECTORS ASSOC	$140.00	10/18/2023	R
136194	ARVIG	$1,972.20	10/18/2023	R
136195	ASFAHA, SELAM	$340.00	10/18/2023	R
136196	ASL INTERPRETING SERVICES INC	$528.00	10/18/2023	R
136197	ASTLEFORD INTL MINNEAPOLIS	$126.40	10/18/2023	R
136198	AYINDE, WAHEED	$64.00	10/18/2023	R
136199	BARNUM COMPANIES, INC	$230.00	10/18/2023	R
136200	BARTCZAK, ANDREW	$128.00	10/18/2023	R
136201	BAUER, STACY C.	$60.00	10/18/2023	R
136202	BETMAR LANGUAGES	$1,745.00	10/18/2023	R
136203	BEVSO	$0.00	10/18/2023	C
136204	BEVSO	$22,307.52	10/18/2023	R
136205	BLICK ART MATERIALS	$0.00	10/18/2023	C
136206	BLICK ART MATERIALS	$1,649.40	10/18/2023	R
136207	BLUEBIRD SCREEN PRINT	$4,887.48	10/18/2023	R
136208	BOGGL	$375.00	10/18/2023	R
136209	BPAM	$350.00	10/18/2023	R
136210	BRAINPOP LLC	$2,656.50	10/18/2023	R
136211	BROCKWAY, THOMAS G.	$66.00	10/18/2023	R
136212	BROWN, BRUCE	$165.00	10/18/2023	R
136213	BSN SPORTS, LLC	$4,131.86	10/18/2023	R
136214	CAMMACK, HANNAH	$100.11	10/18/2023	R
136215	CAPITAL ONE TRADE CREDIT	$314.22	10/18/2023	R
136216	CAPITAL ONE TRADE CREDIT	$36.35	10/18/2023	R
136217	CARGILL INC	$5,791.94	10/18/2023	R
136218	CDW GOVERNMENT INC	$0.00	10/18/2023	C
136219	CDW GOVERNMENT INC	$5,267.98	10/18/2023	R
136220	CHILDREN'S THEATER COMPANY	$1,113.00	10/18/2023	R
136221	CHROMEBOOKPARTS.COM	$2,399.50	10/18/2023	R
136222	CINTAS CORP	$420.63	10/18/2023	R
136223	CLEAN IMAGE	$286.95	10/18/2023	R
136224	CMRS-FP	$6,000.00	10/18/2023	R
136225	COGENT COMMUNICATIONS	$3,690.00	10/18/2023	R
136226	COMCAST	$192.32	10/18/2023	R
136227	COME READY NUTRITION	$746.71	10/18/2023	R
136228	CONSCIOUS DISCIPLINE	$428.99	10/18/2023	R
136229	CONTINENTAL CLAY CO	$2,229.01	10/18/2023	R
136230	CONTINENTAL RESEARCH CORP	$5,134.25	10/18/2023	R
136231	CORNERSTONE OCCUPATIONAL HEALTH SPECIALISTS	$0.00	10/18/2023	C
136232	CORNERSTONE OCCUPATIONAL HEALTH SPECIALISTS	$614.00	10/18/2023	R
136233	CULINEX	$89.90	10/18/2023	R
136234	CUMMINS SALES AND SERVICE	$4,393.04	10/18/2023	R
136235	CUSTOM WOODCUTS	$375.00	10/18/2023	R

136236	DALCO CORPORATION	$858.52	10/18/2023	R
136237	DALLY, PENNY W.	$688.00	10/18/2023	R
136238	DEEP PORTAGE	$8,964.80	10/18/2023	R
136239	DELTAMATH SOLUTIONS INC	$665.00	10/18/2023	R
136240	DEMCO INC	$995.04	10/18/2023	R
136241	DEMPSEY, MATTHEW	$110.00	10/18/2023	R
136242	DERAAD, MAX D.	$509.60	10/18/2023	R
136243	DILLON, ROBERT	$2,400.00	10/18/2023	R
136244	DISCOUNT SCHOOL SUPPLY	$327.06	10/18/2023	R
136245	DOUGLAS, SANDRA L.	$325.00	10/18/2023	R
136246	DOW, BRIAN	$188.00	10/18/2023	R
136247	DREAMBOX LEARNING INC	$2,100.00	10/18/2023	R
136248	DEFINITIVE TECHNOLOGY SOLUTIONS	$0.00	10/18/2023	C
136249	DEFINITIVE TECHNOLOGY SOLUTIONS	$15,277.69	10/18/2023	R
136250	EAU CLAIRE JAZZ INC	$825.00	10/18/2023	R
136251	ECKROTH MUSIC	$504.00	10/18/2023	R
136252	EDUCERE LLC	$199.50	10/18/2023	R
136253	ENGMAN, NATHAN P.	$143.00	10/18/2023	R
136254	ERHARDT, GARY	$100.00	10/18/2023	R
136255	ERHARDT, SCOTT D.	$100.00	10/18/2023	R
136256	ESPRESS SERVICES INC	$615.70	10/18/2023	R
136257	EVERYDAY SPEECH LLC	$299.99	10/18/2023	R
136258	FAHEY, JOSEPH	$256.00	10/18/2023	R
136259	FASTENAL COMPANY	$53.50	10/18/2023	R
136260	FIRST STUDENT INC	$0.00	10/18/2023	C
136261	FIRST STUDENT INC	$111,570.66	10/18/2023	R
136262	FLOWERS, CHRIS	$66.00	10/18/2023	R
136263	FOREST LAKE HIGH SCHOOL	$200.00	10/18/2023	R
136264	GEER, JASON E.	$64.00	10/18/2023	R
136265	GENERATION NOW ENTERTAINMENT	$2,775.00	10/18/2023	R
136266	GEORGAKOPOULOS, TESS	$25.00	10/18/2023	R
136267	GOLD MEDAL MINNEAPOLIS ML55	$134.40	10/18/2023	R
136268	GOLDCOM INC	$599.17	10/18/2023	R
136269	GRANDMA'S BAKERY INC	$181.00	10/18/2023	R
136270	GREATAMERICA FINANCIAL SERVICES	$349.85	10/18/2023	R
136271	GROTH MUSIC CO	$15.19	10/18/2023	R
136272	HAAS MUSICAL INSTRUMENT REPAIR	$0.00	10/18/2023	C
136273	HAAS MUSICAL INSTRUMENT REPAIR	$924.86	10/18/2023	R
136274	HACHEM, DRISS	$143.00	10/18/2023	R
136275	HALO TRANSPORTATION	$27,433.50	10/18/2023	R
136276	HAMEL MAPLE SYRUP CO INC	$5,112.45	10/18/2023	R
136277	HEALTHPARTNERS	$164,480.40	10/18/2023	R
136278	HEALY AWARDS INC	$627.50	10/18/2023	R
136279	HENKEL, CRAIG A.	$64.00	10/18/2023	R
136280	HISDAHL INC	$4,329.92	10/18/2023	R
136281	HOEFER, SHANE S.	$63.00	10/18/2023	R
136282	HOFFBECK, DENNIS	$143.00	10/18/2023	R

136283	HOUGHTON MIFFLIN HARCOURT	$834.86	10/18/2023	R
136284	HOWIES ATHLETIC TAPE	$478.16	10/18/2023	R
136285	HUGO BUSINESS ASSOCIATION	$125.00	10/18/2023	R
136286	HUGO EQUIPMENT CO	$172.96	10/18/2023	R
136287	IFD	$0.00	10/18/2023	C
136288	IFD	$0.00	10/18/2023	C
136289	IFD	$0.00	10/18/2023	C
136290	IFD	$0.00	10/18/2023	C
136291	IFD	$242,565.81	10/18/2023	R
136292	IMAGINE LEARNING LLC	$0.00	10/18/2023	C
136293	IMAGINE LEARNING LLC	$20,987.60	10/18/2023	R
136294	INGERSOLL RAND CO	$1,448.72	10/18/2023	R
136295	INNOVATIVE OFFICE SOLUTIONS	$567.93	10/18/2023	R
136296	INTERMIX BEVERAGE	$511.42	10/18/2023	R
136297	ISD #284 WAYZATA PUBLIC SCHOOLS	$1,200.00	10/18/2023	R
136298	IXL LEARNING	$6,300.00	10/18/2023	R
136299	JOHNSON, ZACHARY	$94.00	10/18/2023	R
136300	JULIE FRED CONSULTING	$2,000.00	10/18/2023	R
136301	JW PEPPER & SON INC	$0.00	10/18/2023	C
136302	JW PEPPER & SON INC	$1,376.27	10/18/2023	R
136303	KATH FUEL OIL SERVICE CO	$29,723.54	10/18/2023	R
136304	KEYSTONE INTERPRETING SOLUTIONS	$3,577.70	10/18/2023	R
136305	KIDCREATE STUDIO	$240.00	10/18/2023	R
136306	KNIGHT, MARTIN C.	$139.00	10/18/2023	R
136307	KULLY SUPPLY COMPANY	$123.54	10/18/2023	R
136308	LAKESHORE LEARNING MATERIALS	$1,549.23	10/18/2023	R
136309	LANDGRAFF, MARCIA J.	$557.80	10/18/2023	R
136310	LANGENFELD, JOSH	$95.05	10/18/2023	R
136311	LANGUAGE LINE SERVICES	$1,146.12	10/18/2023	R
136312	LANIGAN, CHERYL D.	$262.30	10/18/2023	R
136313	LASHOMB, BRIAN A.	$188.00	10/18/2023	R
136314	LCSC	$490.00	10/18/2023	R
136315	LIFETIME ATHLETIC	$19.00	10/18/2023	R
136316	LITTLE HOT HANDS	$420.00	10/18/2023	R
136317	MADAUS, KIRSTEN G.	$36.00	10/18/2023	R
136318	MANITOU FC	$9,180.00	10/18/2023	R
136319	MAR, KALEB	$94.00	10/18/2023	R
136320	MARCO TECHNOLOGIES LLC	$33,158.41	10/18/2023	R
136321	MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	$865.00	10/18/2023	R
136322	MAWSECO	$377.19	10/18/2023	R
136323	MAXIM HEALTHCARE STAFFING SERVICES	$2,500.00	10/18/2023	R
136324	MCGOWAN, TIM	$94.00	10/18/2023	R
136325	MCNAUGHTON, NATE	$94.00	10/18/2023	R
136326	MIDWEST BUS PARTS INC	$1,137.10	10/18/2023	R
136327	MINNESOTA REVENUE	$128.00	10/18/2023	R
136328	MINNESOTA XTREME ALL STAR CHEER	$300.00	10/18/2023	R
136329	MN COACHES INC	$7,739.96	10/18/2023	R

136330	MN SAFETY COUNCIL INC	$368.00	10/18/2023	R
136331	MN SCHOOL COUNSELORS ASSOC	$350.00	10/18/2023	R
136332	MN ULTIMATE	$350.00	10/18/2023	R
136333	MORITZ, CLAIRE S.	$1,690.20	10/18/2023	R
136334	MRI SOFTWARE LLC	$1,662.00	10/18/2023	R
136335	NASSP	$385.00	10/18/2023	R
136336	NATIONAL SPEECH & DEBATE ASSOC	$68.00	10/18/2023	R
136337	NOETIC LEARNING	$138.00	10/18/2023	R
136338	NORTH CENTRAL TRUCK EQUIPMENT	$0.00	10/18/2023	C
136339	NORTH CENTRAL TRUCK EQUIPMENT	$0.00	10/18/2023	C
136340	NORTH CENTRAL TRUCK EQUIPMENT	$11,235.24	10/18/2023	R
136341	NORTH CENTRAL INTERNATIONAL, LLC	$0.00	10/18/2023	C
136342	NORTH CENTRAL INTERNATIONAL, LLC	$0.00	10/18/2023	C
136343	NORTH CENTRAL INTERNATIONAL, LLC	$0.00	10/18/2023	C
136344	NORTH CENTRAL INTERNATIONAL, LLC	$0.00	10/18/2023	C
136345	NORTH CENTRAL INTERNATIONAL, LLC	$0.00	10/18/2023	C
136346	NORTH CENTRAL INTERNATIONAL, LLC	$0.00	10/18/2023	C
136347	NORTH CENTRAL INTERNATIONAL, LLC	$7,475.00	10/18/2023	R
136348	NOVAK, JANICE S.	$20.00	10/18/2023	R
136349	O'REILLY AUTOMOTIVE INC	$0.00	10/18/2023	C
136350	O'REILLY AUTOMOTIVE INC	$0.00	10/18/2023	C
136351	O'REILLY AUTOMOTIVE INC	$716.46	10/18/2023	R
136352	ODP BUSINESS SOLUTIONS, LLC	$294.04	10/18/2023	R
136353	OLIVEIRA, YNGRID VENTURA	$143.00	10/18/2023	R
136354	OLSEN CHAIN & CABLE CO	$412.24	10/18/2023	R
136355	ON SITE SANITATION INC	$2,509.47	10/18/2023	R
136356	OXYGEN SERVICE COMPANY INC	$32.92	10/18/2023	R
136357	PAI	$1,478.13	10/18/2023	R
136358	PAIN IN THE GLASS	$150.00	10/18/2023	R
136359	PAN-O-GOLD	$5,116.83	10/18/2023	R
136360	PAYDHEALTH	$35,354.30	10/18/2023	R
136361	PINE TREE APPLE ORCHARD	$1,554.00	10/18/2023	R
136362	PINEHAVEN FARM	$465.50	10/18/2023	R
136363	PIONEER RIM & WHEEL CO	$534.58	10/18/2023	R
136364	WALSER POLAR CHEVROLET	$110.20	10/18/2023	R
136365	POSTMASTER	$310.00	10/18/2023	R
136366	PRESS PUBLICATIONS	$448.95	10/18/2023	R
136367	PRO-ED INC	$325.60	10/18/2023	R
136368	PROPIO LS, LLC	$170.00	10/18/2023	R
136369	R & R SPECIALTIES INC	$109.75	10/18/2023	R
136370	RADAR CONSULTING LLC	$7,800.00	10/18/2023	R
136371	RAMSEY COUNTY PARKS/REC DEPT	$971.67	10/18/2023	R
136372	RAYMOND, JOHN	$188.00	10/18/2023	R
136373	REDWOOD TOXICOLOGY LABORATORY	$178.56	10/18/2023	R
136374	REEM, BRETT	$94.00	10/18/2023	R
136375	REGENTS OF THE UNIV OF MN	$4,500.00	10/18/2023	R
136376	RIVERSIDE INSIGHTS	$1,719.41	10/18/2023	R

136377	ROSILLO, JESSIE	$60.00	10/18/2023	R
136378	SCHOLASTIC	$324.17	10/18/2023	R
136379	SCHOOL HEALTH CORPORATION	$2,998.71	10/18/2023	R
136380	SCHROEHER, JANE E.	$108.00	10/18/2023	R
136381	SECOND STEP	$5,967.00	10/18/2023	R
136382	SEEVER, GRAY	$160.00	10/18/2023	R
136383	SHEA, SAVANNAH	$165.00	10/18/2023	R
136384	SHEARD, WATSON SCOTT	$143.00	10/18/2023	R
136385	SIMMER, KATHLEEN C.	$243.00	10/18/2023	R
136386	SITEONE LANDSCAPE SUPPLY	$1,936.77	10/18/2023	R
136387	SKOW, KAREN L.	$2,178.00	10/18/2023	R
136388	SMITH, MARK	$94.00	10/18/2023	R
136389	SMITLEY, SHARON L.	$225.00	10/18/2023	R
136390	SOCIAL CLUB SIMPLE LLC	$15.00	10/18/2023	R
136391	SOCIAL CENTRIC	$5,000.00	10/18/2023	R
136392	SOLIANT HEALTH, LLC	$2,700.00	10/18/2023	R
136393	STANDARD INSURANCE COMPANY	$39,412.34	10/18/2023	R
136394	STAPLES	$0.00	10/18/2023	C
136395	STAPLES	$0.00	10/18/2023	C
136396	STAPLES	$1,379.41	10/18/2023	R
136397	STENGLEIN, PAUL	$100.00	10/18/2023	R
136398	STRACK, GEOFFREY	$188.00	10/18/2023	R
136399	STREAMLINE DESIGN INC	$1,577.00	10/18/2023	R
136400	SUBSCRIPTION SERV OF AMER INC	$661.80	10/18/2023	R
136401	SWENSON, KEITH D.	$500.00	10/18/2023	R
136402	SWENSON, LISA K.	$500.00	10/18/2023	R
136403	SYNCHRONY BANK	$29.43	10/18/2023	R
136404	T-MOBILE	$1,940.00	10/18/2023	R
136405	TAYLOR VENTURES	$87.50	10/18/2023	R
136406	TEACHERS ON CALL	$0.00	10/18/2023	C
136407	TEACHERS ON CALL	$0.00	10/18/2023	C
136408	TEACHERS ON CALL	$0.00	10/18/2023	C
136409	TEACHERS ON CALL	$0.00	10/18/2023	C
136410	TEACHERS ON CALL	$0.00	10/18/2023	C
136411	TEACHERS ON CALL	$0.00	10/18/2023	C
136412	TEACHERS ON CALL	$97,403.09	10/18/2023	R
136413	TERMINAL SUPPLY CO	$10.62	10/18/2023	R
136414	TEXT HELP SYSTEMS INC	$2,407.87	10/18/2023	R
136415	THARALDSON, RYAN	$94.00	10/18/2023	R
136416	THREAD ART LLC	$1,330.00	10/18/2023	R
136417	TOUSSAINT, OLIVIER	$128.00	10/18/2023	R
136418	TRADE PRESS INC	$0.00	10/18/2023	C
136419	TRADE PRESS INC	$1,573.00	10/18/2023	R
136420	TRAFERA LLC	$1,069.00	10/18/2023	R
136421	TRI-STATE BOBCAT	$1,500.00	10/18/2023	R
136422	TRIO SUPPLY COMPANY	$11,644.33	10/18/2023	R
136423	TWIN CITY JANITOR SUPPLY CO	$1,100.56	10/18/2023	R

136424	TWIN CITIES TRANSPORT & RECOVERY INC	$250.00	10/18/2023	R
136425	TWIN CITY TRANSPORTATION INC	$56,953.15	10/18/2023	R
136426	TWIN CITIES DOTS AND POP, LLC	$2,322.00	10/18/2023	R
136427	TWO RIVERS HIGH SCHOOL	$250.00	10/18/2023	R
136428	US BANK	$225.80	10/18/2023	R
136429	US OMNI & TSACG COMPLIANCE SERVICES, INC	$928.56	10/18/2023	R
136430	VANG, STEPHANIE	$225.00	10/18/2023	R
136431	VARSITY SPIRIT FASHIONS	$243.35	10/18/2023	R
136432	VEND-UCATION LLC	$93.99	10/18/2023	R
136433	VENDNOVATION LLC	$220.00	10/18/2023	R
136434	VOYAGER SOPRIS LEARNING	$150.00	10/18/2023	R
136435	WARD'S SCIENCE	$91.31	10/18/2023	R
136436	WARGO NATURE CENTER	$407.00	10/18/2023	R
136437	WAYSIDE PUBLISHING	$253.13	10/18/2023	R
136438	WHITE BEAR LAWN & SNOW	$2,248.49	10/18/2023	R
136439	WHITE BEAR RENTAL EQUIPMENT	$53.41	10/18/2023	R
136440	WEST MUSIC COMPANY	$3,925.35	10/18/2023	R
136441	WINDSTREAM	$540.64	10/18/2023	R
136442	WINNICK SUPPLY	$146.68	10/18/2023	R
136443	WORLD'S FINEST CHOCOLATE INC	$5,520.00	10/18/2023	R
136444	YANG, BENJAMIN B.	$64.00	10/18/2023	R
136445	YOUAKIM, GANNON	$64.00	10/18/2023	R
136446	ZALLAR, CHERYL	$100.00	10/18/2023	R
136447	ZAPPETILLO, DAVID	$132.00	10/18/2023	R
136448	ZARAMBO, MARIA L.	$79.00	10/18/2023	R
136449	TOUSSAINT, OLIVIER	$128.00	10/18/2023	R
136450	RAUSCH STURM	$156.00	6/30/2023	R
136451	IUOE LOCAL 70	$1,494.63	10/23/2023	R
136452	SCHOOL SERVICE EMPLOYEES	$7,307.31	10/23/2023	R
136453	GURSTEL CHARGO ATTORNEYS AT LAW	$354.64	10/23/2023	R
136454	MESSERLI & KRAMER PA	$344.86	10/23/2023	R
136455	RODENBURG LAW FIRM	$476.97	10/23/2023	R
136456	SCHWEIGERT, KLEMIN & MCBRIDE, P.C.	$275.62	10/23/2023	R
136457	ALL GOOD ORGANICS	$80.00	10/25/2023	R
136458	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C
136459	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C
136460	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C
136461	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C
136462	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C
136463	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C
136464	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C
136465	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C
136466	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C
136467	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C
136468	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C
136469	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C
136470	AMAZON CAPITAL SERVICES	$0.00	10/25/2023	C

136471	AMAZON CAPITAL SERVICES	$8,910.20	10/25/2023	R
136472	AMPLIFY EDUCATION INC	$8,200.00	10/25/2023	R
136473	ARAMARK	$1,814.61	10/25/2023	R
136474	ARENT, MATTHEW	$81.00	10/25/2023	R
136475	ARROWWOOD RESORT & CONF CTR	$2,063.74	10/25/2023	R
136476	AVID CENTER	$20,771.00	10/25/2023	R
136477	BERARD, LEAH	$81.00	10/25/2023	R
136478	BEST BUY BUSINESS ADVANTAGE ACCT	$479.98	10/25/2023	R
136479	BLICK ART MATERIALS	$357.35	10/25/2023	R
136480	BLUE CROSS / BLUE SHIELD OF MN	$7,874.00	10/25/2023	R
136481	BOLDT, JAMES R.	$100.00	10/25/2023	R
136482	BOLDT, MARY C.	$100.00	10/25/2023	R
136483	BRAINPOP LLC	$2,595.00	10/25/2023	R
136484	BROADWAY, SALADIN	$81.00	10/25/2023	R
136485	BROWN, BRUCE	$55.00	10/25/2023	R
136486	BSN SPORTS, LLC	$0.00	10/25/2023	C
136487	BSN SPORTS, LLC	$0.00	10/25/2023	C
136488	BSN SPORTS, LLC	$15,973.04	10/25/2023	R
136489	CARLSON, KEATON	$81.00	10/25/2023	R
136490	CDW GOVERNMENT INC	$508.00	10/25/2023	R
136491	CHILDREN'S THEATER COMPANY	$518.00	10/25/2023	R
136492	CINTAS CORP	$129.36	10/25/2023	R
136493	CONSTANTINE DANCE CLASSES	$572.00	10/25/2023	R
136494	CONTINENTAL CLAY CO	$449.98	10/25/2023	R
136495	CUMMINS SALES AND SERVICE	$137.97	10/25/2023	R
136496	DEMCO INC	$412.29	10/25/2023	R
136497	DIETZMAN, WILL	$81.00	10/25/2023	R
136498	DOMINO'S PIZZA	$155.98	10/25/2023	R
136499	DEFINITIVE TECHNOLOGY SOLUTIONS	$85.00	10/25/2023	R
136500	DEFINITIVE TECHNOLOGY SOLUTIONS	$10,323.00	10/25/2023	R
136501	ECKROTH MUSIC	$410.70	10/25/2023	R
136502	ESTR PUBLICATIONS	$68.60	10/25/2023	R
136503	FAKLIS, TIM	$250.00	10/25/2023	R
136504	FESTIVAL FOODS-KNOWLAN'S	$590.59	10/25/2023	R
136505	FOLLETT SCHOOL SOLUTIONS, LLC	$305.93	10/25/2023	R
136506	FREDERICKSON, AARON	$84.00	10/25/2023	R
136507	GILSON, RYAN	$81.00	10/25/2023	R
136508	GOLD MEDAL MINNEAPOLIS ML55	$484.10	10/25/2023	R
136509	GOPHER	$658.71	10/25/2023	R
136510	GROUP MEDICAREBLUE RX	$9,941.50	10/25/2023	R
136511	HALTER, TROY	$81.00	10/25/2023	R
136512	HAY, THAVRAK	$84.00	10/25/2023	R
136513	HAY CREEK ENTERTAINMENT	$400.00	10/25/2023	R
136514	HUNT, JONATHAN	$81.00	10/25/2023	R
136515	INNOVATIVE OFFICE SOLUTIONS	$66.52	10/25/2023	R
136516	ISOLA, ALYSSA	$84.00	10/25/2023	R
136517	IXL LEARNING	$863.00	10/25/2023	R

136518	JONES, TREMAYNE K.	$81.00	10/25/2023	R
136519	JW PEPPER & SON INC	$65.00	10/25/2023	R
136520	KLOUSE, KORY	$84.00	10/25/2023	R
136521	KRAGT, DANIEL	$81.00	10/25/2023	R
136522	KRUSEMARK, LEEANNE	$175.00	10/25/2023	R
136523	LAHAYE, STEPHANIE	$81.00	10/25/2023	R
136524	LASHOMB, BRIAN A.	$162.00	10/25/2023	R
136525	LORINSER, ANTHONY J.	$84.00	10/25/2023	R
136526	LUNDY, JACKIE	$61.27	10/25/2023	R
136527	LUX, MATTHEW	$250.00	10/25/2023	R
136528	MADAUS, KIRSTEN G.	$108.00	10/25/2023	R
136529	MARCO TECHNOLOGIES LLC	$3,327.17	10/25/2023	R
136530	MAXIM HEALTHCARE STAFFING SERVICES	$2,620.00	10/25/2023	R
136531	MCNAUGHTON, NATE	$81.00	10/25/2023	R
136532	MEDCO SUPPLY CO	$267.54	10/25/2023	R
136533	MEDTOX LABORATORIES	$219.89	10/25/2023	R
136534	MEUWISSEN, PAUL W.	$200.00	10/25/2023	R
136535	MN ADAPTED ATHLETICS ASSOC	$375.00	10/25/2023	R
136536	MN CLAY	$174.28	10/25/2023	R
136537	MN DEPT OF EMPLOY & ECON DEV	$393,536.70	10/25/2023	R
136538	MN SAFETY COUNCIL INC	$667.00	10/25/2023	R
136539	MN SCHOOL COUNSELORS ASSOC	$510.00	10/25/2023	R
136540	MN SWORD PLAY	$700.00	10/25/2023	R
136541	MOTZ STUDIOS FOREST BATHING EXPERIENCES	$175.00	10/25/2023	R
136542	MUMBLEAU, JANE L.	$150.00	10/25/2023	R
136543	MUMBLEAU, RICHARD T.	$150.00	10/25/2023	R
136544	NCS PEARSON INC	$2,238.60	10/25/2023	R
136545	NOVAK, JANICE S.	$60.00	10/25/2023	R
136546	O'REILLY AUTOMOTIVE INC	$125.43	10/25/2023	R
136547	OXYGEN SERVICE COMPANY INC	$100.08	10/25/2023	R
136548	PAR INC	$1,869.96	10/25/2023	R
136549	PAULSON, JULIANNE	$150.00	10/25/2023	R
136550	PAULSON, THOMAS M.	$550.00	10/25/2023	R
136551	PERKINS, DAVID	$81.00	10/25/2023	R
136552	PIONEER RIM & WHEEL CO	$15.20	10/25/2023	R
136553	POMP'S TIRE SERVICE	$63.60	10/25/2023	R
136554	PRESENTATION SYSTEMS INC.	$185.00	10/25/2023	R
136555	PROJECT LEAD THE WAY	$170.00	10/25/2023	R
136556	R & R SPECIALTIES INC	$1,556.20	10/25/2023	R
136557	RABBIA, PIERRE	$84.00	10/25/2023	R
136558	RADAR CONSULTING LLC	$4,000.00	10/25/2023	R
136559	RAMSEY COUNTY	$6,194.00	10/25/2023	R
136560	REGION 4AA	$3,685.00	10/25/2023	R
136561	RUPP, HENRY J.	$450.00	10/25/2023	R
136562	SCHNEIDER, STEVEN A.	$81.00	10/25/2023	R
136563	SCHOOL HEALTH CORPORATION	$1,710.74	10/25/2023	R
136564	SCHOOL TECHNOLOGY ASSOC	$173.00	10/25/2023	R

136565	SENOR WOOLY LLC	$945.00	10/25/2023	R
136566	SHEA, SAVANNAH	$55.00	10/25/2023	R
136567	SIMMER, KATHLEEN C.	$216.00	10/25/2023	R
136568	SITEIMPROVE INC	$4,598.91	10/25/2023	R
136569	SITEONE LANDSCAPE SUPPLY	$298.00	10/25/2023	R
136570	SKOW, KAREN L.	$1,361.25	10/25/2023	R
136571	SOLIANT HEALTH, LLC	$2,831.25	10/25/2023	R
136572	TECH ACADEMY	$115.00	10/25/2023	R
136573	TECHNOLOGY RECOVERY GROUP, LTD	$1,451.25	10/25/2023	R
136574	THE BAKER'S HORSE, LLC	$625.00	10/25/2023	R
136575	TIMM, AMY L.	$414.00	10/25/2023	R
136576	TRADE PRESS INC	$1,231.23	10/25/2023	R
136577	TRI-STATE BOBCAT	$5,233.06	10/25/2023	R
136578	TRIMARK MARLINN LLC	$71,834.04	10/25/2023	R
136579	TWIN CITY TRANSPORTATION INC	$11,937.84	10/25/2023	R
136580	VERNIER SOFTWARE	$9,688.19	10/25/2023	R
136581	VOIGT MOTORCOACH TRAVEL	$640.42	10/25/2023	R
136582	WALDOCH FARM	$246.50	10/25/2023	R
136583	WORLD'S FINEST CHOCOLATE INC	$21,690.00	10/25/2023	R
9995156	INTERNAL REVENUE SERVICE	$554.36	10/2/2023	R
9995158	BURNET TITLE ESCROW ACCT	$274,601.95	10/11/2023	R
9995159	AIG	$5,432.77	10/15/2023	R
9995160	AMERICAN FUNDS	$77,889.79	10/15/2023	R
9995161	AMERIPRISE FINANCIAL SERVICES	$23,216.91	10/15/2023	R
9995162	AXA EQUITABLE	$31,309.41	10/15/2023	R
9995163	BENEFIT RESOURCE, INC	$0.00	10/15/2023	C
9995164	BENEFIT RESOURCE, INC	$113,019.59	10/15/2023	R
9995165	EDUCATION MN ESI BILLING TRUST	$32,806.71	10/15/2023	R
9995166	INTERNAL REVENUE SERVICE	$0.00	10/15/2023	C
9995167	INTERNAL REVENUE SERVICE	$0.00	10/15/2023	C
9995168	INTERNAL REVENUE SERVICE	$0.00	10/15/2023	C
9995169	INTERNAL REVENUE SERVICE	$0.00	10/15/2023	C
9995170	INTERNAL REVENUE SERVICE	$0.00	10/15/2023	C
9995171	INTERNAL REVENUE SERVICE	$0.00	10/15/2023	C
9995172	INTERNAL REVENUE SERVICE	$0.00	10/15/2023	C
9995173	INTERNAL REVENUE SERVICE	$0.00	10/15/2023	C
9995174	INTERNAL REVENUE SERVICE	$828,245.11	10/15/2023	R
9995175	METROPOLITAN LIFE	$1,054.60	10/15/2023	R
9995176	MN DEPT OF HUMAN SERVICES	$2,586.50	10/15/2023	R
9995177	MN DEPT OF REVENUE	$0.00	10/15/2023	C
9995178	MN DEPT OF REVENUE	$134,878.80	10/15/2023	R
9995179	MN REVENUE	$1,796.59	10/15/2023	R
9995180	MN STATE RETIREMENT	$4,161.50	10/15/2023	R
9995181	PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	$3,330.68	10/15/2023	R
9995182	PUBLIC EMP RETIREMENT ASSOC	$146,711.24	10/15/2023	R
9995183	TEACHERS RETIREMENT ASSOC	$0.00	10/15/2023	C
9995184	TEACHERS RETIREMENT ASSOC	$0.00	10/15/2023	C

9995185	TEACHERS RETIREMENT ASSOC	$0.00	10/15/2023	C
9995186	TEACHERS RETIREMENT ASSOC	$431,953.72	10/15/2023	R
9995187	VANGUARD SMALL BUSINESS SERVICES	$39,068.63	10/15/2023	R
9995188	WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	$38,968.23	10/15/2023	R
9995189	SAM'S CLUB/SYNCHRONY BANK	$0.00	10/20/2023	C
9995190	SAM'S CLUB/SYNCHRONY BANK	$0.00	10/20/2023	C
9995191	SAM'S CLUB/SYNCHRONY BANK	$0.00	10/20/2023	C
9995192	SAM'S CLUB/SYNCHRONY BANK	$0.00	10/20/2023	C
9995193	SAM'S CLUB/SYNCHRONY BANK	$0.00	10/20/2023	C
9995194	SAM'S CLUB/SYNCHRONY BANK	$4,793.00	10/20/2023	R
9995195	AIG	$5,432.77	10/31/2023	R
9995196	AMERICAN FUNDS	$78,281.45	10/31/2023	R
9995197	AMERIPRISE FINANCIAL SERVICES	$23,115.07	10/31/2023	R
9995198	AXA EQUITABLE	$31,359.41	10/31/2023	R
9995199	BENEFIT RESOURCE, INC	$0.00	10/31/2023	C
9995200	BENEFIT RESOURCE, INC	$89,088.03	10/31/2023	R
9995201	EDUCATION MN ESI BILLING TRUST	$32,827.54	10/31/2023	R
9995202	INTERNAL REVENUE SERVICE	$0.00	10/31/2023	C
9995203	INTERNAL REVENUE SERVICE	$0.00	10/31/2023	C
9995204	INTERNAL REVENUE SERVICE	$0.00	10/31/2023	C
9995205	INTERNAL REVENUE SERVICE	$0.00	10/31/2023	C
9995206	INTERNAL REVENUE SERVICE	$0.00	10/31/2023	C
9995207	INTERNAL REVENUE SERVICE	$0.00	10/31/2023	C
9995208	INTERNAL REVENUE SERVICE	$0.00	10/31/2023	C
9995209	INTERNAL REVENUE SERVICE	$780,690.95	10/31/2023	R
9995210	METROPOLITAN LIFE	$1,054.60	10/31/2023	R
9995211	MN DEPT OF HUMAN SERVICES	$2,586.50	10/31/2023	R
9995212	MN DEPT OF REVENUE	$0.00	10/31/2023	C
9995213	MN DEPT OF REVENUE	$126,192.22	10/31/2023	R
9995214	MN REVENUE	$1,796.59	10/31/2023	R
9995215	MN STATE RETIREMENT	$4,161.50	10/31/2023	R
9995216	PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	$3,908.42	10/31/2023	R
9995217	PUBLIC EMP RETIREMENT ASSOC	$0.00	10/31/2023	C
9995218	PUBLIC EMP RETIREMENT ASSOC	$142,648.49	10/31/2023	R
9995219	TEACHERS RETIREMENT ASSOC	$0.00	10/31/2023	C
9995220	TEACHERS RETIREMENT ASSOC	$418,478.96	10/31/2023	R
9995221	VANGUARD SMALL BUSINESS SERVICES	$40,562.84	10/31/2023	R
9995222	WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	$38,968.23	10/31/2023	R
232400258	ANDERSON, JON C.	$65.00	10/4/2023	A
232400259	ARREGUIN, JONATHAN L.	$5.85	10/4/2023	A
232400260	BABIASH, JENNIFER M.	$73.36	10/4/2023	A
232400261	BERGMANN, BROOKE T.	$29.94	10/4/2023	A
232400262	BOWERMASTER, TRACI G.	$25.18	10/4/2023	A
232400263	CARLEY, ANDREA J.	$117.84	10/4/2023	A
232400264	FASHINGBAUER, HEIDI M.	$17.42	10/4/2023	A
232400265	FICEK, DELANIE C.	$31.31	10/4/2023	A
232400266	FREEMAN, CHRISTINA J.	$62.70	10/4/2023	A

232400267	FROST, MEGAN A.	$90.06	10/4/2023	A
232400268	GILLESPIE, ALISON C.	$340.67	10/4/2023	A
232400269	GUTHRIE, ASHLEY M.	$94.25	10/4/2023	A
232400270	HIGGINS, SHEILA J.	$331.08	10/4/2023	A
232400271	HOOK, JACKIE M.	$230.56	10/4/2023	A
232400272	JAHNKE, TAMI L.	$5.90	10/4/2023	A
232400273	JOHNSON, ANDREA M.	$331.09	10/4/2023	A
232400274	KAZMIERCZAK, WAYNE A.	$195.00	10/4/2023	A
232400275	KLECKER, KEVIN W.	$435.06	10/4/2023	A
232400276	KRUSEMARK, CARY L.	$750.00	10/4/2023	A
232400277	LANDA, ALICIA	$150.24	10/4/2023	A
232400278	LARSON, TIMOTHY J.	$13.76	10/4/2023	A
232400279	MANLEY, KATHLEEN M.	$29.48	10/4/2023	A
232400280	MARKUSON, RACHAEL J.	$65.00	10/4/2023	A
232400281	O'LEARY, CHADRICK J.	$248.44	10/4/2023	A
232400282	OIAN, AMY M.	$165.00	10/4/2023	A
232400283	OSWALD, NICOLE M.	$89.00	10/4/2023	A
232400284	PATTON, VINCENT W.	$449.46	10/4/2023	A
232400285	REMITZ, KYLE P.	$65.00	10/4/2023	A
232400286	SANTOSCOY, BRIANA J.	$249.62	10/4/2023	A
232400287	SCHMID, NICOLE R.	$285.73	10/4/2023	A
232400288	SCHULLIAN, MARIO P.	$70.00	10/4/2023	A
232400289	SHAVERS, BRENTON D.	$195.00	10/4/2023	A
232400290	STONEHOUSE, JULIA L.	$31.13	10/4/2023	A
232400291	VAN ARRAGON, JANEL L.	$55.68	10/4/2023	A
232400292	VETTE, MARISA A.	$195.00	10/4/2023	A
232400293	WALD, TIMOTHY A.	$195.00	10/4/2023	A
232400294	WILLITS, ROBERT E.	$152.77	10/4/2023	A
232400295	YOUNG, MATTHEW V.	$195.00	10/4/2023	A
232400296	ALLEN, HANNAH M.	$35.37	10/18/2023	A
232400297	ANDERSON, JON C.	$112.01	10/18/2023	A
232400298	AXELL, FRANKLIN J.	$32.36	10/18/2023	A
232400299	BASHORE, MEGAN L.	$95.65	10/18/2023	A
232400300	BERNDT, MICHELE R.	$174.95	10/18/2023	A
232400301	BOWEN, SUSAN M.	$70.00	10/18/2023	A
232400302	CARLSON, CARRIE E.	$108.10	10/18/2023	A
232400303	DEEN, DENISE T.	$119.87	10/18/2023	A
232400304	DERBY, SARA A.	$141.36	10/18/2023	A
232400305	DINEHART, CHARLOTTE L.	$50.19	10/18/2023	A
232400306	DOMSCHOT, KATHLEEN S.	$195.00	10/18/2023	A
232400307	DRANGE, ANGELA M.	$150.15	10/18/2023	A
232400308	ENGSTRAN, PAUL A.	$65.00	10/18/2023	A
232400309	ERICKSON, KRISTIN L.	$110.22	10/18/2023	A
232400310	EVERT, ELIZABETH M.	$46.39	10/18/2023	A
232400311	FLEMING, MARY C.	$44.98	10/18/2023	A
232400312	GEFRE, DEBRA L.	$152.20	10/18/2023	A
232400313	GILE, KRISTI L.	$147.39	10/18/2023	A

232400314	GORIS, PAMELA L.	$129.95	10/18/2023	A
232400315	GREENE, JENNIFER W.	$267.05	10/18/2023	A
232400316	GUSTAFSON, CYNTHIA	$130.00	10/18/2023	A
232400317	HALVERSON, CHLOE E.	$35.37	10/18/2023	A
232400318	HANSCOM, KAREN M.	$48.00	10/18/2023	A
232400319	HENNESSEY, ALEXANDER M.	$275.24	10/18/2023	A
232400320	HILDESTAD, JULIE A.	$55.02	10/18/2023	A
232400321	HOGEN, KARIN E.	$46.25	10/18/2023	A
232400322	HUMPHREY, KELLY J.	$500.00	10/18/2023	A
232400323	IMMEL, COLLEEN M.	$197.31	10/18/2023	A
232400324	JESMER, MICHAEL P.	$260.00	10/18/2023	A
232400325	JOHNSON, KRISTEN M.	$195.00	10/18/2023	A
232400326	KRUSE, NICOLE M.	$61.77	10/18/2023	A
232400327	LAMWERS, LINDSAY M.	$25.00	10/18/2023	A
232400328	LEHENBAUER, MICHAEL L.	$8.50	10/18/2023	A
232400329	LILLIE, KRISTEN	$61.60	10/18/2023	A
232400330	LOFQUIST, GARY A.	$289.98	10/18/2023	A
232400331	LYDON, CASSANDRA K.	$84.74	10/18/2023	A
232400332	MATLOCK, ROBERTA R.	$129.95	10/18/2023	A
232400333	MCGARTHWAITE, MICHAEL R.	$36.68	10/18/2023	A
232400334	MERSCH, NICOLE A.	$65.00	10/18/2023	A
232400335	MYERS, ANN A.	$108.73	10/18/2023	A
232400336	NACHTSHEIM, JOHN J.	$72.71	10/18/2023	A
232400337	NADEAU, MEGHAN M.	$53.80	10/18/2023	A
232400338	NELSON, LISA C.	$99.95	10/18/2023	A
232400339	NEMETH, WANDA D.	$14.00	10/18/2023	A
232400340	O'LEARY, CHADRICK J.	$37.92	10/18/2023	A
232400341	OLSON, CATHERINE A.	$80.00	10/18/2023	A
232400342	OUREN, LISA M.	$195.00	10/18/2023	A
232400343	PELOQUIN, BRIAN F.	$605.95	10/18/2023	A
232400344	PIERRE, CHRISTINA K.	$24.71	10/18/2023	A
232400345	PYLKAS-BOCK, KELLY A.	$26.85	10/18/2023	A
232400346	RANCOUR, RACHEL	$149.82	10/18/2023	A
232400347	REED, TAMMY L.	$90.39	10/18/2023	A
232400348	REEVES, BROOKE E.	$14.74	10/18/2023	A
232400349	RIEBOW, MATTHEW R.	$195.00	10/18/2023	A
232400350	RUDDY, JACQUELINE M.	$36.52	10/18/2023	A
232400351	SAMPOANG, DESSERAY R.	$353.50	10/18/2023	A
232400352	SCHLEEDE, LAURA N.	$185.00	10/18/2023	A
232400353	SCHMID, NICOLE R.	$165.39	10/18/2023	A
232400354	SCHULLIAN, MARIO P.	$19.00	10/18/2023	A
232400355	SELLKE, KELLY	$195.00	10/18/2023	A
232400356	SHAVERS, BRENTON D.	$89.08	10/18/2023	A
232400357	STARUCK, DONNA M.	$540.23	10/18/2023	A
232400358	TROSKE, CARRIE L.	$195.00	10/18/2023	A
232400359	VANG, JULIE	$152.93	10/18/2023	A
232400360	WALD, TIMOTHY A.	$122.49	10/18/2023	A

$13,432,960.98

Consent Agenda Item A-5c
November 13, 2023
School Board Meeting

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:

Consent Agenda Item A-5c
November 13, 2023
School Board Meeting

AGENDA ITEM: **Acceptance of Gifts**

MEETING DATE: **November 13, 2023**

SUGGESTED DISPOSITION: **Action Item**

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

Donation	Donor	Recipient
$100.00	Humberto Mendoza Benjume and Beny Lopez De La Cruz	Lakeaires Elementary
$50.00	Wells Fargo The Blackbaud Giving Fund	Lakeaires Elementary
$1,000.00	WBL Rotary Foundation	WBLAHS - South Campus Week Without Walls
$1,000.00	WBLAHS Cheer Booster	WBLAHS - South Campus Cheer Team
$48.61	Brick Oven Bus LLC	WBLAHS - South Campus
$100.00	Chad Anderson - Gray Duck Concessions	WBLAHS - South Campus
$475.00	White Bear Lake Girls Soccer Boosters	Admission Fees for Girls Soccer Section Playoff Student Attendees
$475.00	White Bear Lake Girls Soccer Boosters	Admission Fees for Girls Soccer State Tournament Student Attendees
$250.00	White Bear Lake Volleyball Booster Club	Admission Fees for Section Home Game Student Attendees
$50.00	Janet Bowser	Senior Center
Wheelchair	Michele Acker Forest Lake Medical Supply	Senior Center
$11.80	Tamara Peterson	Senior Center Meals on Wheels
one bag of school supplies, including folders, markers, crayons, pencils and paper	American Legion Auxiliary Unit 168 White Bear Lake	WBLAS

RECOMMENDED ACTION:

Approve.

AGENDA ITEM: **Field Trip Request**

MEETING DATE: **November 13, 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	Trans-portation
12/8 - 12/9/2023 Brainerd, MN	Craig Nasvik	Wrestling Team	1	45	$0/student only responsible for their own food	$5,000 Wrestling budget, Booster Club Fundraisers	Charter bus
Purpose: This is an annual tourney for our team. This is a great tourney with metro and out state teams.							
12/27 - 12/28/2023 Rogers, MN	Craig Nasvik	Wrestling Team	0	45	$50/student	$1,600 Wrestling budget, Booster Club Fundraisers, Families	Charter bus
Purpose: This is an annual tourney which is a great test for our team mid-season.							

Date and Destination	Requesting Staff Member	Grade/ Team	School Days Missed	Students Attending	Total Cost per Student	Total Cost of Trip and Source of Revenue	Trans-portation
3/22 - 3/27/2024 Iowa and Ozarks	Craig Nasvik	Boys and Girls Golf	3	16	$625/student	$10,000 Fundraisers and Families	School vans
Purpose: Spring trip for the golf teams.							
4/19 - 4/20/2024 UW Eau Claire Jazz Festival	Jeremy Rockford and Shannon Anderson	WBLAHS North and South Campus Jazz Bands	1	50	$150-400/ student	$150-400/ student Fundraisers and Families	Charter bus
Purpose: Jazz students will attend masterclasses, workshops and concerts, as well as, perform at the Jazz Festival.							
5/9 - 5/11/2024 Detroit Lakes, MN	Craig Nasvik	Boys Golf	1	12	$110/student	$1,320 Fundraisers and Families	School vans
Purpose: Annual golf trip to this tourney.							
5/15 - 5/17/2024 Camp Icaghowan Amery, WI	Janet Dickinson, Josh Maloy, and Leah Armstrong	Lincoln Elementary 5th grade	3	87	$200/student	$14,935.71 Fundraisers, Scholarships, PTA and Families	School bus
Purpose: Wilderness Learning Camp Outdoor environmental education sessions promote new ideas in environmental education and science, promote team-building and leadership and provide a culminating experience for 5th graders.							

RECOMMENDED ACTION:

Approve the field trips listed as recommended by the administration.

Consent Agenda Item A-5e
November 13, 2023
School Board Meeting

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).

INDEPENDENT SCHOOL DISTRICT NO.624

November 2023

Department of Human Resource

RESIGNATION/TERMINATION/NON-RENEWAL - CLASSIFIED STAFF

ANNA BRUSKI – NS Assistant - Sunrise Park Middle School
Employed by District 624 since 09/04/2023
Effective Date: 10/24/2023

LUPE GARCIA-LOPEZ – Lunchroom/Playground Supervisor - Vadnais Heights Elementary
Employed by District 624 since 09/06/2023
Effective Date: 10/17/2023

LUPE GARCIA-LOPEZ – OST Program Assistant - Vadnais Heights Elementary
Employed by District 624 since 09/06/2023
Effective Date: 10/17/2023

ROBERT HALL – Custodian - Sunrise Park Middle School
Employed by District 624 since 09/14/2022
Effective Date: 10/20/2023

JULIE HILDESTAD – Paraeducator - WBLAHS - South Campus
Employed by District 624 since 09/20/1999
Effective Date: 10/30/2023

CHRISTINE JOHNSON – NS Assistant - WBLAHS - North Campus
Employed by District 624 since 10/2/2023
Effective Date: 10/16/2023

CHRISTINE JOHNSON – OST Program Assistant - Lincoln Elementary
Employed by District 624 since 10/02/2023
Effective Date: 10/16/2023

REFUGIO LEON-ZAMUDIO – Early Childhood Assistant - Willow Lane Elementary
Employed by District 624 since 09/05/2016
Effective Date: 11/17/2023

ROBERTA MATLOCK – Nutrition Services Assistant - North Star Elementary
Employed by District 624 since 9/20/2021
Effective Date: 11/03/2023

MALANIE REANEY – OST Program Assistant - Otter Lake Elementary
Employed by District 624 since 02/13/2017
Effective Date: 10/13/2023

MARIO SCHULLIAN – Custodian - WBLAHS - North Campus
Employed by District 624 since 05/16/2023
Effective Date: 10/22/2023

JOSEPH SCHRANKLER – OST Program Assistant - Birch Lake Elementary
Employed by District 624 since 10/24/2022
Effective Date: 10/30/2023

ANGELICA SOLANO-MERINO – Paraeducator - Vadnais Heights Elementary
Employed by District 624 since 09/18/2020
Effective Date: 10/13/2023

BARBARA WILLIAMS-ANDERSON – OST Program Assistant - Lincoln Elementary
Employed by District 624 since 9/19/2023
Effective Date: 10/12/2023

LAURA WRIGHT – AA - Principal Elementary - Birch Lake Elementary
Employed by District 624 since 06/06/2016
Effective Date: 11/03/2023

KARLA YANKOVEC – OST Program Assistant - Lincoln Elementary
Employed by District 624 since 10/3/2023
Effective Date: 10/03/2023

RETIREMENT - CLASSIFIED STAFF

TIMOTHY WRIGHT –Bus Driver - Bus Garage
Employed by District 624 since 08/30/2001
Effective Date: 10/31/2023

AMY SWANN – Paraeducator - Willow Lane Elementary
Employed by District 624 since 12/13/2010
Effective Date: 11/03/2023

EXTRA ASSIGNMENT - CERTIFIED STAFF

AIMEE ERIKSEN – .2 FTE Special Education Teacher - Otter Lake Elementary
MA, step 13 $4,262.84
Effective Date: 10/17/2023 through 01/01/2024

CALEB HARDACRE – .2 FTE Math Teacher - WBLAHS - North Campus
MA, step 12 $8,301.23
Effective Date: 08/28/2023 through 01/31/2024

DANIEL ROSSITER – .1 FTE Industrial Tech Teacher - WBLAHS - North Campus
MA + 60, step 13 $10,581.00
Effective Date: 08/28/2023 through 06/07/2024

DENISE RYAN – .5 FTE Special Education Teacher - Central Middle School
MA+60, step 13 $48,736.79
Effective Date: 09/18/2023 through 06/07/2024

CHANGE IN ASSIGNMENT - NON-AFFILIATED

JENNIFER GREENE – From Tier I Field Technician- WBLAHS - North Campus
To - Tier II Field Technician - District Wide
Annual salary $65,000
Effective Date: 10/24/2023

PATRICIA FERRELL – From Paraeducator - WBLAHS - South Campus
To - Education Equity Specialist - Central & Sunrise Park Middle School
Annual salary $63,526.62
Effective Date: 10/09/2023

LAKISHA LIPSCOMB – From Health Assistant - Otter Lake Elementary
To - Interim Student Support Specialist - WBLAHS - North Campus
Prorated salary $38,365.38
Effective Date: 10/30/2023 - 06/29/2024

CHANGE IN ASSIGNMENT - CLASSIFIED STAFF

MARA CARLSON – From Nurse Paraeducator - WBLAHS - North Campus
To Health Assistant - RN - Otter Lake Elementary
$30.16 per hr., 37.5 hrs. per wk.
Effective Date: 10/26/2023

SIMON HOEHN – From OST Program Assistant - Vadnais Heights Elementary
To Paraeducator - Vadnais Heights Elementary
$20.61 per hr., 32.5 hrs. per wk.
Effective Date: 11/08/2023

BECKY JENSEN – OST Program Assistant - North Star Elementary
Rate Increase, From $18.50 per hr. To $20.50
Effective Date: 10/13/2023

LINDA LY – From OST Program Assistant - Lincoln Elementary
To Tier I Field Technician - District Wide
$24.75 per hr., 40 hrs. per wk.
Effective Date: 11/01/2023

KELLY RIVERS – From Admin Assist Principal/Scheduler- WBLAHS - North Campus
To Administrative Assistant Principal - Birch Lake Elementary
$25.90 per hr., 40 hrs. per wk.
Effective Date: 11/06/2023

ANGELICA SOLANO-MERINO – OST Program Assistant - Vadnais Heights Elementary
Increase in hours, From 7.5 to 22.5 hours
Effective Date: 10/16/2023

CHANGE IN ASSIGNMENT - CERTIFIED STAFF

ETHAN WILLIAMS – Special Education/Music Teacher - Central Middle School & Birch Lake Elementary
Increase in FTE, from 0.3 FTE to 1.0 FTE
Effective Date: 08/28/2023

FULL-TIME LEAVE OF ABSENCE - CERTIFIED STAFF

COLLIN JONES – Language Arts Teacher - WBLAHS - North Campus
Employed by District 624 since 08/30/2021
Effective Date: 08/28/2023 - 06/07/2024

CHRISTINE MOREN – Language Arts Teacher - Central Middle School
Employed by District 624 since 08/22/2016
Effective Date: 08/28/2023 - 06/07/2024

STEPHANIE PETERSON – 1st Grade Teacher - Lakeaires Elementary
Employed by District 624 since 08/24/2015
Effective Date: 10/30/2023 - 06/07/2024

JENNA SAURO – Special Education Teacher- Central Middle School
Employed by District 624 since 08/24/2020
Effective Date: 08/28/2023 - 06/07/2024

PAMELA SCHEUERELL – Special Education Teacher - WBLAHS - North Campus
Employed by District 624 since 04/22/2015
Effective Date: 08/28/2023 - 06/07/2024

MEGAN VULGAMOTT – Math Teacher - WBLAHS - South Campus
Employed by District 624 since 08/19/2019
Effective Date: 08/28/2023 - 06/07/2024

NEW PERSONNEL - NON-AFFILIATED

JULIE BLASKE – Chemical Health Specialist - ALC & TEC
40 hrs. per wk., $61,964.49 annually
Effective Date: 10/23/2023

NEW PERSONNEL - CLASSIFIED STAFF

GETSH DEWO – Part Time Bus Driver - Bus Garage
$21.45 per hr., 25 hrs. per wk.
Effective Date: 10/24/2023

ELIZABETH EINCK – Student Supervisor - WBLAHS - South Campus
$20.61 per hr., 32.5 hrs. per wk.
Effective Date: 10/09/2023

KELLY GLARATON – NS Assistant - WBLAHS - North Campus
$17.5 per hr., 18.75 hrs. per wk.
Effective Date: 10/25/2023

ANTON GRAY – OST Program Assistant - Vadnais Heights Elementary
$19.50 per hr., 29.99 hrs. per wk.
Effective Date: 10/09/2023

SARAH HARRIS – OST Special Education Para (Non-Unit)- Birch Lake Elementary
$20.61 per hr., 17.49 hrs. per wk.
Effective Date: 10/30/2023

BRITTA HEIDENREICH – OST Program Assistant - Vadnais Heights Elementary
$18.50 per hr., 29.99 hrs. per wk.
Effective Date: 10/10/2023

VALERIE JAHNKE – NS Assistant - Matoska International
$17.50 per hr., 15 hrs. per wk.
Effective Date: 10/24/2023

KYLEE KWAPIS – Paraeducator - Oneka Elementary
$20.61 per hr., 32.5 hrs. per wk.
Effective Date: 10/24/2023

SUSAN LANGE – OST Program Assistant - Lincoln Elementary
$18.50 per hr., 17.49 hrs. per wk.
Effective Date: 10/24/2023

JOAN MANNS – Part Time Bus Driver - Bus Garage
$22.50 per hr., 25 hrs. per wk.
Effective Date: 10/16/2023

CAYDA MCKINNEY – OST Program Assistant - Birch Lake Elementary
$20.50 per hr., 22.49 hrs. per wk.
Effective Date: 11/01/2023

JESSICA MILLER – Paraeducator - Normandy Park
$20.61 per hr., 15 hrs. per wk.
Effective Date: 11/08/2023

GLORIANNE OLSON – Paraeducator - Sunrise Park Middle School
$20.61 per hr., 32.5 hrs. per wk.
Effective Date: 10/30/2023

LAURA RED – OST Program Assistant - Otter Lake Elementary
$18.50 per hr., 17.49 hrs. per wk.
Effective Date: 10/27/2023

DIANE ROCKER – Part Time Bus Driver - Bus Garage
$21.45 per hr., 25 hrs. per wk.
Effective Date: 10/24/2023

SARAH SCHMIDT – OST Program Assistant - Oneka Elementary
$18.50 per hr., 14.99 hrs. per wk.
Effective Date: 10/23/2023

ANGELICA SOLANO-MERINO – Lunchroom/Playground Supervisor - Vadnais Heights Elementary
$19.32 per hr., 12.5 hrs. per wk.
Effective Date: 10/16/2023

REBECCA WOEHRLE – NS Assistant - WBLAHS - North Campus
$17.5 per hr., 18.75 hrs. per wk.
Effective Date: 10/30/2023

ROMAN ZAITSEV – Custodian - Central Middle School
$20.50 per hr., 40 hrs. per wk.
Effective Date: 11/06/2023

NEW PERSONNEL - CERTIFIED STAFF

BAILLIE OLLILA – Special Education Teacher - Central Middle School
1.0 FTE BA Step 1 $45,775.59
Effective Date: 10/09/2023

LONG-TERM SUBSTITUTE - CLASSIFIED STAFF

MARY REESE – EL Assistant - WBLAHS - South Campus
$20.12 per hr., 30 hrs. per wk., $18,108.00
Effective Date: 10/16/2023 through 06/06/2024

TIFFANY WHITTIER – Paraeducator - Oneka Elementary
$20.61 per hr., 32.5 hrs. per wk., $4,822.74
Effective Date: 10/24/2023 through 12/18/2023

LONG-TERM SUBSTITUTE - CERTIFIED STAFF

OMRAN ALZAHRANI – Physical Education Teacher - WBLAHS - North Campus
1.0 FTE MA Step 1 $ 8,987.54
Effective Date: 10/16/2023 - 11/30/2023

PANG ZONG MOUA – 1st Grade Teacher - Lakeaires Elementary
1.0 FTE BA+30 Step 1 $41,114.82
Effective Date: 10/26/2023 - 06/07/2024

ALLYSON NELSON – 2nd Grade Teacher - Matoska International
1.0 FTE BA Step 1 $10,517.13
Effective Date: 10/30/2023 - 01/01/2024

TYLER STRAND – Special Education Teacher - Central Middle School
1.0 FTE BA Step 1 $38,477.31
Effective Date: 11/01/2023 - 06/07/2024

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 C-1
November 13, 2023
School Board Meeting

AGENDA ITEM: **Student Recognition**

MEETING DATE: **November 13, 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 or national level during tonight's meeting. Certificates and Bear pins have been distributed to the students. Congratulations, students!

Honoree Name	Honor
Rosalie Sommars, 12th grade	Girls Cross Country State Meet Participant
Amelia Nachtsheim, 11th grade	Girls Cross Country State Meet Participant
Logan Bailey, 8th grade	Girls Cross Country State Meet Participant
Tanner Hoel, 12th grade	Boys Cross Country State Meet Alternate
Ryley Murphy, 12th grade	Boys Cross Country State Meet Participant and All Star Participant
Luke Williams, 12th grade	Boys Cross Country Section Champion, State Meet Participant and All-State
Andrew Greene, 11th grade	Boys Cross Country State Meet Alternate
Isaac Kolstad, 11th grade	Boys Cross Country State Meet Participant and Academic All-State
Vaughn Larson, 11th grade	Boys Cross Country State Meet Participant and Academic All-State

Max Popp, 10th grade	Boys Cross Country State Meet Participant
Joseph Rogers, 10th grade	Boys Cross Country State Meet Participant
Graham Newlander, 9th grade	Boys Cross Country State Meet Participant
Cami Bachmeier, 12th grade	Girls Soccer State Tournament Participant
Kate Bullis, 12th grade	Girls Soccer State Tournament Participant
Kendall Craigan, 12th grade	Girls Soccer State Tournament Participant
Alivia Farrell, 12th grade	Girls Soccer State Tournament Participant
Gabby Hofeld, 12th grade	Girls Soccer State Tournament Participant
Autumn Maki, 12th grade	Girls Soccer State Tournament Participant
Anna Marie Millard, 12th grade	Girls Soccer State Tournament Participant
Paige Swanson, 12th grade	Girls Soccer State Tournament Participant
Elizabeth Wallek, 12th grade	Girls Soccer State Tournament Participant
Hannah Gilbertson, 11th grade	Girls Soccer State Tournament Participant
Alyssa Hamlin, 11th grade	Girls Soccer State Tournament Participant
Jenna Maloy, 11th grade	Girls Soccer State Tournament Participant
Giada Marino, 11th grade	Girls Soccer State Tournament Participant
Navaya McCorkle, 11th grade	Girls Soccer State Tournament Participant
Abby O'Brien, 11th grade	Girls Soccer State Tournament Participant
Becca Smith, 11th grade	Girls Soccer State Tournament Participant
Teagan Coopet, 10th grade	Girls Soccer State Tournament Participant
Katie Koller, 10th grade	Girls Soccer State Tournament Participant
Marin Peterson, 10th grade	Girls Soccer State Tournament Participant

Madeleine Thompson, 10th grade	Girls Soccer State Tournament Participant
Chloe Tocko, 10th grade	Girls Soccer State Tournament Participant
Ellyse Oelker, 9th grade	Girls Soccer State Tournament Participant
Kelsey Wolfe, 9th grade	Girls Soccer State Tournament Participant

Agenda Item C-2
November 13, 2023
School Board Meeting

AGENDA ITEM: **Superintendent's Report**

MEETING DATE: **November 13, 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:	**Update of 2024-25 and 2025-26 School Year Calendars**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Discussion Item**
CONTACT PERSON(S):	**Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning**

BACKGROUND:

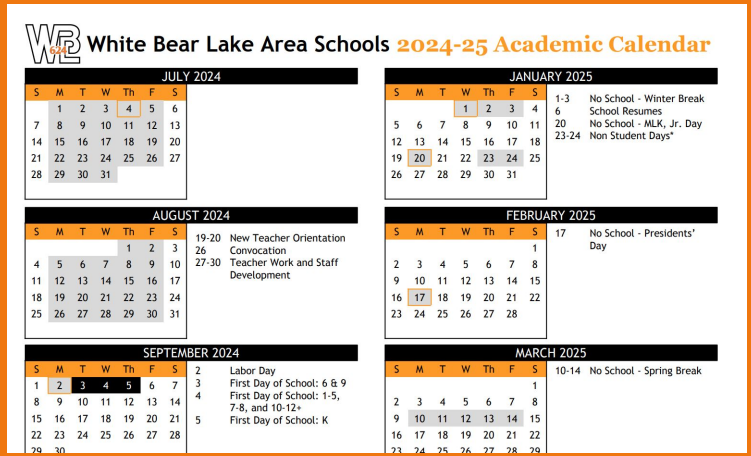
Each year, district leadership works with the School Board to discuss instructional needs that can be addressed through calendar decisions. Tonight Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning, will present a detailed 2024-25 school year calendar and a 2025-26 school year calendar with key dates for discussion.



Calendar Updates

2024-25 and 2025-26

Dr. Alison Gillespie



White Bear Lake Area Schools 2024-25 Academic Calendar

JULY 2024

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST 2024

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

19-20 New Teacher Orientation
26 Convocation
27-30 Teacher Work and Staff Development

SEPTEMBER 2024

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2 Labor Day
3 First Day of School: 6 & 9
4 First Day of School: 1-5, 7-8, and 10-12+
5 First Day of School: K

JANUARY 2025

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1-3 No School - Winter Break
6 School Resumes
20 No School - MLK, Jr. Day
23-24 Non Student Days*

FEBRUARY 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

17 No School - Presidents' Day

MARCH 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

10-14 No School - Spring Break

GO BEARS

White Bear Lake Area Schools 2024-25 Academic Calendar

JULY 2024

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST 2024

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

19-20 New Teacher Orientation
26 Convocation
27-29 Teacher Work and Staff Development

SEPTEMBER 2024

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2 Labor Day
3 First Day of School: 6 & 12, and K-5 conferences
4 First Day of School: 1-5 & 7-9
5 First Day of School: K, 10-11, and 12+ (all K-12+ attends)

OCTOBER 2024

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

16 Non Student Day*
17-18 No School - Education Minnesota Conference

NOVEMBER 2024

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

1 End Quarter 1
4-5 Non Student Days*
27-29 No School - Thanksgiving Break

DECEMBER 2024

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

23-31 No School - Winter Break

JANUARY 2025

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

1 No School - Winter Break
2 School Resumes
17 End Quarter 2/Semester 1
20 No School - MLK, Jr. Day
21-22 Non Student Days*

FEBRUARY 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

17 No School - Presidents' Day

MARCH 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

10-14 No School - Spring Break
31 Non Student Day*

APRIL 2025

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

4 End Quarter 3
18 Non Student Day*

MAY 2025

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

26 No School - Memorial Day

JUNE 2025

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

6 Last Day of School
9 Teacher Work Day
19 Non Student Day*

First/Last Day of School
No School for Students
Key Date
District Center Closed

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

Approved at the _____ School Board Meeting.

White Bear Lake Area Schools 2025-26 Academic Calendar

JULY 2025

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

AUGUST 2025

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

SEPTEMBER 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

1 Labor Day
2 First Day of School: 6 & 9
3 First Day of School: 1-5, 7-8 & 10-12+ (all 1-12+ attends)
4 First Day of School: K (all K-12+ attends)

OCTOBER 2025

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

16-17 No School - Education Minnesota Conference

NOVEMBER 2025

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

27-28 No School - Thanksgiving Break

DECEMBER 2025

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

24-31 No School - Winter Break

JANUARY 2026

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

1-2 No School - Winter Break
5 School Resumes
19 No School - MLK, Jr. Day

FEBRUARY 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28

16 No School - Presidents' Day

MARCH 2026

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

9-13 No School - Spring Break

APRIL 2026

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

MAY 2026

S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

25 No School - Memorial Day

JUNE 2026

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

5 Last Day of School
8 Teacher Work Day
19 Non Student Day*

First/Last Day of School
Key Date
No School for Students
District Center Closed

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

Approved at the _____ School Board Meeting.

Questions?

AGENDA ITEM:	**Policy 421, Gifts to Employees and School Board Members**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Discussion Item**
CONTACT PERSON(S):	**Matt Mons, Director of Human Resources and General Counsel;** **Tim Wald, Assistant Superintendent for Finance and Operations**

BACKGROUND:

School Board Policy 421, Gifts to Employees and School Board Members, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes recommended to this policy are in section II.

The purpose of this policy is to avoid the appearance of impropriety or the perceived conflict of interest with respect to gifts given to school district employees and School Board members.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 11, 2023 or a subsequent School Board meeting agenda for action.

Adopted: April 29, 1996
Revised: May 13, 2013
Revised: March 2, 2015
Revised: December 14, 2020

Revised: _____

421 GIFTS TO EMPLOYEES AND SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to avoid the appearance of impropriety or the perceived conflict of interest with respect to gifts given to school district employees and School Board members.

II. GENERAL STATEMENT OF POLICY

A. The school district recognizes that students, parents/guardians, and others may wish to show appreciation to school district employees or School Board members. The policy of the school district is to encourage writing of letters and notes of appreciation but to discourage gift-giving to employees and School Board members and to prohibit employees and School Board members from accepting gifts of more than nominal value from an interested person, with the exception of School Board members' acceptance of campaign contributions/donations allowed by applicable campaign finance laws. encourage donors instead to write letters and notes of appreciation or to give small tokens of gratitude. Any gifts accepted by employees or School Board members of more than nominal value shall become property of the district.

B. A violation of this policy occurs when an employee or School Board member solicits, accepts, or receives, either by direct or indirect means, a gift of greater than nominal value from a student, parent/guardian, or other individual or organization.

C. A violation of this policy occurs when any employee or School Board member solicits, accepts, or receives a gift from a person or entity doing business with or seeking to do business with the school district. Employees may accept items of ~~nominal~~ insignificant value of a promotional or public relations nature, or a plaque with a resale value of $5 or less with an inscription recognizing an individual for an accomplishment. The Superintendent has discretion to determine what value is "~~nominal~~ insignificant."

D. Teachers may accept from publishers free samples of textbooks and other related teaching materials.

E. This policy applies only to gifts given to employees where the donors' relationships with the employees or School Board members arise out of the employees' employment with, or School Board members' service to,

the school district. It does not apply to gifts given to employees and School Board members by personal friends, family members, other employees, or others unconnected to the employee's employment with, or School Board members' service to, the school district.

F. An elected or appointed member of the School Board, the school Superintendent, a school principal, or a district school officer, including the school business official, may not accept a gift of greater than nominal value from an interested person.

III. DEFINITIONS

A. "Gift" means money, real or personal property, a service, a loan, a forbearance or forgiveness of indebtedness, or a promise of future employment, that is given without something of equal or greater value being received in return.

B. "Interested person" means a person or a representative of a person or association that has a direct financial interest in a decision that a School Board member, Superintendent, school principal and building administrator, or a district cabinet member is authorized to make.

C. "Financial interest" means any ownership or control in an asset which has the potential to produce a monetary return.

D. "Nominal value" means a value of $5 or less.

IV. PROCEDURES

Any employee or School Board member considering the acceptance of a gift, individually or for any component of the district, shall confer with the administration for guidance related to the interpretation and application of this policy.

V. VIOLATIONS

Employees who violate the provisions of this policy may be subject to discipline, which may include reprimand, suspension, termination and/or discharge. School Board members who violate the provisions of this policy may be subject to discipline in accordance with applicable statute and school district policy.

Legal References: Minn. Stat. § 10A.07 (Conflicts of Interest)
Minn. Stat. § 10A.071 (Prohibition of Gifts)
Minn. Stat. § 15.43 (Acceptance of Advantage by State Employee; Penalty)
Minn. Stat. § 471.895 (Certain Gifts by Interested Persons Prohibited)

Cross References: WBLASB Policy 209 (Code of Ethics)
WBLASB Policy 210 (Conflict of Interest – School Board Members)
WBLASB Policy 306 (Administrator Code of Ethics)

AGENDA ITEM:	**Policy 703, Annual Audit**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Discussion Item**
CONTACT PERSON(S):	**Tim Wald, Assistant Superintendent for Finance and Operations**

BACKGROUND:

School Board Policy 703, Annual Audit, 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 provide for an annual audit of the books and records of the school district in order to comply with law, to provide a permanent record of the financial position of the school district, and to provide guidance to the school district to correct any errors and discrepancies in its practices.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 11, 2023 or a subsequent School Board meeting agenda for action.

Adopted: April 28, 1997
Revised: August 27, 2001
Revised: December 10, 2012
Revised: February 9, 2015
Revised: December 14, 2020

White Bear Lake Area
School District #624 Policy 703

Revised: July 16, 2018
Revised: _____

703 ANNUAL AUDIT

I. PURPOSE

The purpose of this policy is to provide for an annual audit of the books and records of the school district in order to comply with law, to provide a permanent record of the financial position of the school district, and to provide guidance to the school district to correct any errors and discrepancies in its practices.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all laws relating to the annual audit of the books and records of the school district.

III. REQUIREMENT

A. The School Board shall appoint independent certified public accountants to audit, examine and report upon the books and records of the school district. The School Board may enter into a contract with a person or firm to provide the agreed upon services.

B. After the close of each fiscal year, the books, records and accounts of the school district shall be audited by said independent certified public accountants in accordance with applicable standards and legal requirements. The Superintendent and staff shall cooperate with the auditors.

C. The school district shall, prior to September 15 of each year, submit its unaudited financial data for the preceding year to the Minnesota Commissioner of Education (Commissioner) on forms prescribed by the Commissioner. The report shall also include those items required by Minnesota Statutes, section ~~. Stat. §~~ 123B.14 subdivision ~~Subd.~~ 7.

D. The school district shall, prior to November 30 of each year, provide to the Commissioner audited financial data for the preceding fiscal year. The school district shall, prior to December 31 of each year, provide to the Commissioner and the State Auditor an audited financial statement in a form that will allow comparison with and correction of material differences in the unaudited data. The audited financial statement must also provide a statement of assurance pertaining to compliance with

uniform financial accounting and reporting standards and a copy of the management letter submitted to the school district by its auditor.

E. The audit must be conducted in compliance with generally accepted governmental auditing standards, the Federal Single Audit Act, and the Minnesota Legal Compliance Audit Guide for School Districts issued by the Office of the State Auditor.

F. The School Board must approve the audit report by resolution or require a further or amended report.

G. The administration shall report to the School Board regarding any actions necessary to correct any deficiencies or exceptions noted in the audit.

H. The accounts and records of the school district shall also be subject to audit and inspection by the State Auditor to the extent provided in Minnesota Statutes, chapter~~. Stat. Ch.~~ 6.

Legal References: Minn. Stat. Ch. 6 (State Auditor)
Minn. Stat. § 123B.02 (General Powers of Independent School Districts ~~School District Powers~~)
Minn. Stat. § 123B.09 (Boards of Independent School Districts ~~School Board Powers~~)
Minn. Stat. § 123B.14 Subd. 7 (Officers of Independent School Districts ~~Duties of School Board Clerk~~)
Minn. Stat. § 123B.77, Subds. 2 and 3 (Accounting, Budgeting, and Reporting Requirement ~~Audited Financial Statements; Statement for Comparison and Correction~~)

Cross References: WBLASB Policy 702 (Accounting)
WBLASB Policy 714 (Fund Balances)
~~MSBA Service Manual, Chapter 7, Education Funding~~

AGENDA ITEM:	**Policy 722, Public Data and Data Subject Requests**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Discussion Item**
CONTACT PERSON(S):	**Matt Mons, Director of Human Resources and General Counsel;** **Marisa Vette, Director of Communications and Community Relations**

BACKGROUND:

School Board Policy 722, Public Data and Data Subject Requests, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes recommended to this policy are in sections II, III, and VI.

The purpose of this policy is to recognize the school district's responsibility relative to the collection, maintenance, and dissemination of public data as provided in state statutes.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 11, 2023 or a subsequent School Board meeting agenda for action.

722 PUBLIC DATA AND DATA SUBJECT REQUESTS

I. PURPOSE

The school district recognizes its responsibility relative to the collection, maintenance, and dissemination of public data as provided in state statutes.

II. GENERAL STATEMENT OF POLICY

The school district will comply with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13 (MGDPA), and Minnesota Rules, parts 1205.0100-1205.2000 in responding to requests for public data.

III. DEFINITIONS

A. Confidential Data on Individuals

Data made not public by statute or federal law applicable to the data and are inaccessible to the individual subject of those data.

B. Data on Individuals

All government data in which any individual is or can be identified as the subject of that data. If the appearance of the name or other identifying data can be clearly demonstrated to be only incidental to the data and the data are not accessed by the name or other identifying data of any individual, it is not government data.

C. Data Practices Compliance Officer

The data practices compliance official is the designated employee of the school district to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems. The responsible authority may be the data practices compliance official.

D. Government Data

All data collected, created, received, maintained or disseminated by any government entity regardless of its physical form, storage media or conditions of use.

E. Individual

"Individual" means a natural person. In the case of a minor or an incapacitated person as defined in Minnesota Statutes, section 524.5-102, subdivision 6, "individual" includes a parent or guardian or an individual acting as a parent or guardian in the absence of a parent or guardian, except that the Director of Human Resources or Superintendent shall withhold data from parents or guardians, or individuals acting as parents or guardians in the absence of parents or guardians, upon request by the minor if the Director of Human Resources or Superintendent determines that withholding the data would be in the best interest of the minor.

F. Inspection

"Inspection" means the visual inspection of paper and similar types of government data. Inspection does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in electronic form and made available in electronic form on a remote access basis to the public by the school district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public's own computer equipment.

G. Not Public Data

Any government data classified by statute, federal law, or temporary classification as confidential, private, nonpublic, or protected nonpublic.

H. Nonpublic Data

Data not on individuals made by statute or federal law applicable to the data: (a) not accessible to the public; and (b) accessible to the subject, if any, of the data.

I. Private Data on Individuals

Data made by statute or federal law applicable to the data: (a) not public; and (b) accessible to the individual subject of those data.

J. Protected Nonpublic Data

Data not on individuals made by statute or federal law applicable to the data (a) not public and (b) not accessible to the subject of the data.

K. Public Data

All government data collected, created, received, maintained, or disseminated by the school district, unless classified by statute, temporary classification pursuant to statute, or federal law, as nonpublic or protected nonpublic; or, with respect to data on individuals, as private or confidential.

L. Public Data Not on Individuals

Data accessible to the public pursuant to Minnesota Statutes, section 13.03.

M. Public Data on Individuals

Data accessible to the public in accordance with the provisions of section 13.03.

N. Responsible Authority

The individual designated by the School Board as the individual responsible for the collection, use, and dissemination of any set of data on individuals, government data, or summary data, unless otherwise provided by state law. Until an individual is designated by the School Board, the responsible authority is the superintendent.

O. Summary Data

Statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify an individual is ascertainable. Unless classified pursuant to Minnesota Statutes, section 13.06, another statute, or federal law, summary data is public.

IV. REQUESTS FOR PUBLIC DATA

A. All requests for public data must be made in writing directed to the responsible authority.

1. A request for public data must include the following information:

a. Date the request is made;

b. A clear description of the data requested;

c. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and

d. Method to contact the requestor (such as phone number, address, or email address).

2. Unless specifically authorized by statute, the school district may not require persons to identify themselves, state a reason for, or justify a request to gain access to public government data. A person may be asked to provide certain identifying or clarifying information for the sole purpose of facilitating access to the data.

3. The identity of the requestor is public, if provided, but cannot be required by the government entity.

4. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.

B. The responsible authority will respond to a data request at reasonable times and places as follows:

1. The responsible authority will notify the requestor in writing as follows:

a. The requested data does not exist; or

b. The requested data does exist but either all or a portion of the data is not accessible to the requestor; or

(1) If the responsible authority determines that the requested data is classified so that access to the requestor is denied, the responsible authority will inform the requestor of the determination in writing, as soon thereafter as possible, and shall cite the specific statutory section, temporary classification, or specific provision of federal law on which the determination is based.

(2) Upon the request of a requestor who is denied access to data, the responsible authority shall certify in writing that the request has been denied and cite the specific statutory section, temporary classification, or specific provision of federal law upon which the denial was based.

c. The requested data does exist and provide arrangements for inspection of the data, identify when the data will be available for pick-up, or indicate that the data will be sent by mail. If the requestor does not appear at the time and place established for inspection of the data or the data is

not picked up within ten (10) business days after the requestor is notified, the school district will conclude that the data is no longer wanted and will consider the request closed.

2. The school district's response time may be affected by the size and complexity of the particular request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.

3. The school district will provide an explanation of technical terminology, abbreviations, or acronyms contained in the responsive data on request.

4. The school district is not required by the MGDPA to create or collect new data in response to a data request, or to provide responsive data in a specific form or arrangement if the school district does not keep the data in that form or arrangement.

5. The school district is not required to respond to questions that are not about a particular data request or requests for data in general.

V. REQUEST FOR SUMMARY DATA

A. A request for the preparation of summary data shall be made in writing directed to the responsible authority.

1. A request for the preparation of summary data must include the following information:

a. Date the request is made;

b. A clear description of the data requested;

c. Identify the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and

d. Method to contact requestor (phone number, address, or email address).

B. The responsible authority will respond within ten (10) business days of the receipt of a request to prepare summary data and inform the requestor of the following:

1. The estimated costs of preparing the summary data, if any; and

2. The summary data requested; or

3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays; or

4. A written statement describing the reasons why the responsible authority has determined that the requestor's access would compromise the private or confidential data.

C. The school district may require the requestor to pre-pay all or a portion of the cost of creating the summary data before the school district begins to prepare the summary data.

VI. DATA BY AN INDIVIDUAL DATA SUBJECT

A. Collection and storage of all data on individuals and the use and dissemination of private and confidential data on individuals shall be limited to that necessary for the administration and management of programs specifically authorized by the legislature or local governing body or mandated by the federal government.

B. Private or confidential data on an individual shall not be collected, stored, used, or disseminated by the school district for any purposes other than those stated to the individual at the time of collection in accordance with Minnesota Statutes, section 13.04, except as provided in Minnesota Statutes, section 13.05, subdivision 4.

C. Upon request to the responsible authority or designee, an individual shall be informed whether the individual is the subject of stored data on individuals, and whether it is classified as public, private or confidential. Upon further request, an individual who is the subject of stored private or public data on individuals shall be shown the data without any charge and, if desired, shall be informed of the content and meaning of that data.

D. After an individual has been shown the private data and informed of its meaning, the data need not be disclosed to that individual for six months thereafter unless a dispute or action pursuant to this section is pending or additional data on the individual has been collected or created.

E. The responsible authority or designee shall provide copies of the private or public data upon request by the individual subject of the data. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.

F. The responsible authority or designee shall comply immediately, if possible, with any request made pursuant to this subdivision, or within ten (10) business days of the date of the request if immediate compliance is not possible.

G. An individual subject of the data may contest the accuracy or completeness of public or private data. To exercise this right, an individual shall notify in writing the responsible authority describing the nature of the disagreement. The responsible authority shall within 30 days either: (1) correct the data found to be inaccurate or incomplete and attempt to notify past recipients of inaccurate or incomplete data, including recipients named by the individual; or (2) notify the individual that the authority believes the data to be correct. Data in dispute shall be disclosed only if the individual's statement of disagreement is included with the disclosed data.

H. The determination of the responsible authority may be appealed pursuant to the provisions of the Administrative Procedure Act relating to contested cases. Upon receipt of an appeal by an individual, the commissioner shall, before issuing the order and notice of a contested case hearing required by Minnesota Statutes chapter 14, try to resolve the dispute through education, conference, conciliation, or persuasion. If the parties consent, the commissioner may refer the matter to mediation. Following these efforts, the commissioner shall dismiss the appeal or issue the order and notice of hearing.

I. Data on individuals that have been successfully challenged by an individual must be completed, corrected, or destroyed by a government entity without regard to the requirements of Minnesota Statutes, section 138.17.

J. After completing, correcting, or destroying successfully challenged data, the school district may retain a copy of the commissioner of administration's order issued under Minnesota Statutes chapter 14 or, if no order were issued, a summary of the dispute between the parties that does not contain any particulars of the successfully challenged data.

VII. REQUESTS FOR DATA BY AN INDIVIDUAL SUBJECT OF THE DATA

A. All requests for individual subject data must be made in writing directed to the responsible authority.

B. A request for individual subject data must include the following information:

1. Statement that one is making a request as a data subject for data about the individual, about a student for whom the individual is

the parent or guardian, or about a student for whom the individual is acting as a parent or guardian in the absence of a parent or guardian;

2. Date the request is made;

3. A clear description of the data requested;

4. Proof that the individual is the data subject, the data subject's parent or guardian, or acting as a parent or guardian in the absence of a parent or guardian;

5. Identification of the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and

6. Method to contact the requestor (such as phone number, address, or email address).

C. The identity of the requestor of private data is private.

D. The responsible authority may seek clarification from the requestor if the request is not clear before providing a response to the data request.

E. Policy 515 (Protection and Privacy of Pupil Records) addresses requests of students or their parents for educational records and data.

VIII. COSTS

A. Public Data

1. The school district will charge for copies provided as follows:

a. 100 or fewer pages of black and white, letter or legal sized paper copies will be charged at 25 cents for a one-sided copy or 50 cents for a two-sided copy.

b. More than 100 pages or copies on other materials are charged based upon the actual cost of searching for and retrieving the data and making the copies or electronically sending the data, unless the cost is specifically set by statute or rule.

(1) The actual cost of making copies includes employee time, the cost of the materials onto which the data is copied (paper, CD, DVD, etc.), and mailing costs (if any).

(2) Also, if the school district does not have the capacity to make the copies, e.g., photographs, the actual cost paid by the school district to an outside vendor will be charged.

2. All charges must be paid for in cash in advance of receiving the copies.

B. Summary Data

1. Any costs incurred in the preparation of summary data shall be paid by the requestor prior to preparing or supplying the summary data.

2. The school district may assess costs associated with the preparation of summary data as follows:

a. The cost of materials, including paper, the cost of the labor required to prepare the copies, any schedule of standard copying charges established by the school district, any special costs necessary to produce such copies from a machine-based record-keeping system, including computers and microfilm systems;

b. The school district may consider the reasonable value of the summary data prepared and, where appropriate, reduce the costs assessed to the requestor.

C. Data Belonging to an Individual Subject

1. The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies.

The responsible authority shall not charge the data subject any fee in those instances where the data subject only desires to view private data.

The responsible authority or designee may require the requesting person to pay the actual costs of making and certifying the copies. Based on the factors set forth in Minnesota Rule 1205.0300, subpart 4, the school district determines that a reasonable fee would be the charges set forth in section VIII.A of this policy that apply to requests for data by the public.

2. The school district may not charge a fee to search for or to retrieve educational records of a child with a disability by the

child's parent or guardian or by the child upon the child reaching the age of majority.

IX. ANNUAL REVIEW AND POSTING

A. The responsible authority shall prepare a written data access policy and a written policy for the rights of data subjects (including specific procedures the school district uses for access by the data subject to public or private data on individuals). The responsible authority shall update the policies no later than August 1 of each year, and at any other time as necessary to reflect changes in personnel, procedures, or other circumstances that impact the public's ability to access data.

B. Copies of the policies shall be easily available to the public by distributing free copies to the public or by posting the policies in a conspicuous place within the school district that is easily accessible to the public or by posting them on the school district's website.

Data Practices Contacts

Responsible Authority:
Cynthia Gustafson, Assistant Director of Human Resources
District Center 103
651-407-7550

Data Practices Compliance Official:
Matt Mons, Director of Human Resources and General Counsel
District Center 103
651-407-7550

Data Practices Designee(s):
Marisa Vette, Director of Communications and Community Relations
District Center 202
651-407-7695

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.01 (Government Data)
Minn. Stat. § 13.02 (Definitions)
Minn. Stat. § 13.025 (Government Entity Obligation)
Minn. Stat. § 13.03 (Access to Government Data)
Minn. Stat. § 13.04 (Rights of Subjects to Data)
Minn. Stat. § 13.05 (Duties of Responsible Authority)
Minn. Stat. § 13.32 (Educational Data)
Minn. Rules Part 1205.0300 (Access to Public Data)
Minn. Rules Part 1205.0400 (Access to Private Data)

Cross References: WBLAS Policy 406 (Public and Private Personnel Data)
WBLAS Policy 515 (Protection and Privacy of Student Records)

E. OPERATIONAL ITEMS

AGENDA ITEM:	**Action on 2024-25 Course Proposals**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Operational Item**
CONTACT PERSON(S):	**Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning;** **Jennifer Babiash, Director of Teaching and Learning**

BACKGROUND:

At the October 23, 2023 Work Session, Jen Babiash, Director of Teaching and Learning, presented the secondary course proposals for the 2024-25 school year.

RECOMMENDED ACTION:

Approve the recommended secondary new course proposals, course replacements, course name or grade level changes, and course removals for the 2024-25 school year as presented.

Action on 2024-25 Course Proposals

Presented by:
Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning
Jennifer Babiash, Director of Teaching and Learning

Key Considerations

All students college and career ready by graduation.

- Career Pathways Programming
- Industry partners and postsecondary institutions
- Student interest
- Equitable access to rigorous coursework
- School capacity (enrollment, staffing, scheduling and facilities)

New Course Proposals/Replacements	Grade Level	Credit
Merchandising/DECA	11-12	.5 credit, semester
School Grounds Coffee Shop	11-12	.5 credit, semester
Beginning Instrumental Ensemble	9-12	.5 credit, semester
Percussion Ensemble	9-12	1 credit, full year
Rock Band 101	10-12	.5 credit, semester
Rock Band 102	10-12	.5 credit, semester
Integrated Science	9	1 credit, full year
Advanced Placement (AP) PreCalculus	9-12	1 credit, full year

Integrated Science

New Course

Current Offering:	Proposed Offering:
Physical Science 9th Grade Full Year Pre-requisites: none (Graduation Requirement)	**Integrated Science** 9th Grade Full Year Pre-requisites: none (Graduation Requirement)

Description:

In this course students will apply science and engineering practices to explain phenomena in Earth and Space Science. This will include: knowledge of earth systems and processes, analyzing human impacts on earth systems and processes, and knowledge of astronomical structures and phenomena. This course fulfills the graduation requirement for 9th grade science.

Advanced Placement (AP) PreCalculus

New Course

Current Offering:	Proposed Offering:
Honors PreCalculus with Trigonometry Grades: 9-10 Full Year Pre-requisites: Honors Algebra 2 or Algebra 2	**Advanced Placement (AP) PreCalculus** Grades: 9-12 Term: Full Year Pre-requisites: Honors Algebra 2 or Algebra 2

Description:

In this course students will learn mathematical concepts leading to the study of calculus. This course is essential for a student planning a scientific career. Topics to be covered include linear relations, inverse relations, parametric equations, function theory, graphing techniques, exponential and logarithmic functions, trigonometric functions, sequences and series, conic sections, and an examination of limits. This course will follow the College Board curriculum. Upon completion of this course, students will take an Advanced Placement exam to potentially earn college credit.

New Course - Music

Beginning Instrumental Ensemble

Term: Semester
Grades: 9-12
Prerequisites: None

Description:

This course is an introduction to the instruments of band and orchestra. This course is intended for students who did not participate in band or orchestra previously and would like to start in high school or students who want to develop a secondary instrument. Students will pick an instrument and develop it for a semester with a goal of joining a full ensemble of their peers the following semester.

New Course - Music

Percussion Ensemble

Term: Full year
Grades: 9-12
Prerequisites: Previous experience on a percussion instrument

Description:
This is a course for all percussionists. They will have the opportunity to study percussion specific skills and literature in addition to preparing for Band music to perform with the Wind Ensemble, Symphonic Band and Concert Band. Percussionists will play in large and small Percussion Ensembles.

New Course - Music

Rock Band 101

Term: Semester
Grades: 10-12
Prerequisites: None

Description:
This course is an introduction to a wide variety of musical styles and instruments in popular music. Rock Band 101 will focus on the guitar, bass guitar, keyboard and drum set as the primary instruments of the ensemble. There will be opportunities to write, arrange, perform and record existing and original musical material. This course will develop life skills such as collaboration, professionalism, creativity, attention to detail and organizational skills. There will be a public performance near the end of the course.

New Course - Music

Rock Band 201

Term: Semester
Grades: 10-12
Prerequisites: Rock Band 101 or by audition

Description:
This course will build on the wide variety of musical styles and instruments in popular music introduced in Rock Band 101. Rock Band 201 will help each student work with all of the instruments in the band and have a working knowledge of the guitar, bass guitar, keyboard and drum set. There will be opportunities to write, arrange, perform and record existing and original musical material. This course will develop life skills such as collaboration, professionalism, creativity, attention to detail and organizational skills. The public performance for this course could include a musical tour once skills and repertoire have been developed.

New Course - Business Education

Merchandising/DECA

Distributive Education Clubs of America (DECA) is a high school program for students interested in business.

Term: Semester
Grades: 11-12
Prerequisites: None

Description:
This course is a student-run entrepreneurial operation at WBLAHS that provides goods (school spirit items, clothing, school supplies, etc.). Students will develop leadership while learning marketing, financial analysis, operations, supply chain management, and retail & customer service skills. This course will prepare students for the transition from school to work or college; for many students, it provides the first work experience: for others, it provides an opportunity to build management, supervision and leadership skills. Students in the class will help run and manage the school store.

New Course - Family and Consumer Science (FACS)

School Grounds Coffee Shop

Online Course
Term: Semester
Grades: 11-12
Prerequisites: None

Description:

Are you interested in an independent, hands-on class? Then come work in the school coffee shop, School Grounds! This class is self-paced and includes an online component. Upon completion of the class students would earn the ServSafe Food Handler National Certification. Students who enroll in this class will be assigned to the coffee shop during the school day.

Course Name Change, or Grade Level Change Requests

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Business Education

(Name Change, or Grade Level Change)

Current Course:	Proposed Change:
Personal Finance Grades 11-12	Personal Finance Grades 10-12
Business Law Grades 11-12	Business Law Grades 10-12
Entrepreneurship & Business Management Grades 11-12	Entrepreneurship Grades 10-12
Accounting Grades 11-12	Accounting Grades 10-12

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Art

(Name Change, or Grade Level Change)

Current Course:	Proposed Change:
Ceramics 1 Grades 11-12	Ceramics 1 Grades 9-12
Ceramics 2 Grades 11-12	Ceramics 2 Grades 9-12
Sculpture 2 Grades 11-12	Sculpture 2 Grades 9-12
AP Art History Grades 11-12	AP Art History Grades 9-12
Intro to Professional Photography Grades 11-12	Intro to Professional Photography Grades 9-12
Media Art and Design Grades 9-12	Design 1 Grades 9-12
Senior Studio Art Grades 12	Drawing & Painting III Grade 10-12

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Orchestra

(Name Change, or Grade Level Change)

Current Course:	Proposed Change:
Orchestra 9/10	Concert Orchestra Grade 9
Orchestra 9/10	Varsity Orchestra Grade 10
N/A	Beginning Instrumental Ensemble Grades 9-12
Orchestra - South Strings Grade 11-12	Bear Orchestra Grades 10-12 (10th grade by audition)
Philharmonic Orchestra Grade 11-12	Philharmonic Orchestra Grades 10-12 (by audition)
Intro to Music Theory Grades 11-12	Intro to Music Theory Grades 9-12
AP Music Theory Grades 11-12	AP Music Theory Grade 10-12

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Choir

(Name Change, or Grade Level Change)

Current Course:	Proposed Change:
Choir 9/10	North Notes Choir Grade 9 All Soprano/Alto
Choir 9/10	Voyagers Choir Grades 9-12 All Tenor/Bass
Choraliers Treble Choir Grades 11-12	Choraliers Choir Grades 10-12 Soprano/Alto
Mariners Concert Choir Grades 11-12	Mariners Choir Grades 10-12 by audition Soprano/Alto/Tenor/Bass

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Band

(Name Change, or Grade Level Change)

Current Course:	Proposed Change:
Band 9/10	Concert Band 9
	Beginning Instrumental Ensemble Grades 9-12
	Percussion Ensemble Grades 9-12
Symphonic Band Grade 11-12	Symphonic Band Grade 10-12
Wind Ensemble Grade 11-12	Wind Ensemble Grade 10-12

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Family and Consumer Science (FACS)

(Name Change, or Grade Level Change)

Current Course:	Proposed Change:
Foods and Nutrition Grades 9-10	Foods and Nutrition Grades 9-12
Fashion Design and Sewing Grades 9-10	Fashion Design and Sewing Grades 9-12
Fashion Design and Marketing Grades 11-12	Fashion Design and Marketing Grades 9-12
Food and Society Grades 9-10	Culture and Cuisine Grades 9-12
Culinary Essentials Grades 11-12	Culinary Essentials Grades 10-12
Early Childhood Education Grades 11-12	Early Childhood Education Grade 12

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Social Studies

(Name Change, or Grade Level Change)

Current Course:	Proposed Change:
Criminology Grades 9-10	Criminology Grades 9-12
Psychology 1 Grades 9-10	Foundational Psychology Grades 9-12
Psychology 2 Grades 11-12	Applied Psychology Grades 9-12
Debate 1 Grades 9-10	Debate Grades 9-12
Sociology Grades 11-12	Sociology Grades 10-12
Philosophy Grades 11-12	Philosophy Grades 10-12
Modern World Events Grades 11-12	Modern World Events Grades 9-12
European History (AP) Grades 11-12	European History (AP) Grades 10-12

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Technology Education/ Career and Technical Education

(Name Change, or Grade Level Change)

Current Course:	Proposed Change:
Car Care Grades 11-12	Car Care Grades 10-12
Powersports Technology Grades 11-12	Powersports Technology Grades 10-12
Small Engines and Transportation Systems Grade 11-12	Small Engines and Transportation Systems Grades 9-12
Architectural Design Grades 9-10	Architectural Design Grades 9-12
Civil Engineering and Architecture PLTW Grades 11-12	Civil Engineering and Architecture PLTW Grades 10-12
Digital Electronics PLTW Grades 11-12	Digital Electronics PLTW Grades 9-12

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Technology Education/ Career and Technical Education

(Name Change, or Grade Level Change)

Current Course:	Proposed Change:
Introduction to Construction Blueprint Reading, Carpentry, and Hand Tools Grades 9-12	Introduction to Construction Trades Grades 9-12
Woodworking and an Intro to Construction Industry Grades 9-12	Introduction to Woodworking Grades 9-12
Manufacturing and Applied Engineering 1 Grades 9-12	Material Fabrication and Welding 1 Grades 9-12
Manufacturing and Applied Engineering 2 Grades 9-12	Material Fabrication and Welding 2 Grades 9-12
Precision Machining 1 Grades 11-12	Computer Aided Design (CAD) and Digital Manufacturing 1 Grades 9-12
Precision Machining 2 Grades 11-12	Computer Aided Design (CAD) and Digital Manufacturing 2 Grades 9-12
Graphic Arts 2 with Digital Photography Grades 11-12	Graphic Arts 2 with Advanced Digital Photography Grades 9-12

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Health/PE

(Name Change, or Grade Level Change)

Current Course:	Proposed Change:
Kinesiology Grades 11-12	Kinesiology Grades 10-12
Biomedical Engineering Grades 11-12	Biomedical Engineering Grades 10-12
Health/Physical Education Grades 11-12	Health and Physical Education for Your Future Grades 11-12
Physical Education Grade 9 Credit: .25 credit	Physical Education Grade 9 Credit: .5 credit
Health and Wellness Grade 10 Credit: .25 credit	Health and Wellness Grade 10 Credit: .5 credit
	Choose PE or Health Grades 11-12 Credit: .5 credit

Proposal to Remove Courses

GO BEARS

Proposal to Remove Course	Rationale
Global America: U.S. History Since 1865 (CIS)	Courses have not run in ten years due to low student enrollment. We will continue to offer General, Honors, AP, and Ethnic Studies courses in Social Studies at the unified high school.
United States History: American Experiment (Honors)	
Authority & Rebellion: American History to 1865 (CIS)	
Debate 2	Will only offer Debate as a one semester course.
South Strings	Bears Orchestra will be offered to students in grades 10-12.
World of Dance	Course has not run in ten years due to low student enrollment.
Renaissance Performance	Course has not run in ten years due to low student enrollment.
Exceptional Child	Course has not run in six years due to low student enrollment.

AGENDA ITEM:	**Action on 2024-25 and 2025-26 School Year Calendars**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Operational Item**
CONTACT PERSON(S):	**Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning**

BACKGROUND:

Each year, district leadership works with the School Board to discuss instructional needs that can be addressed through calendar decisions. Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning, presented for discussion a detailed 2024-25 school year calendar and a 2025-26 school year calendar with key dates earlier this evening.

RECOMMENDED ACTION:

Approve the 2024-25 and 2025-26 School Year Calendars.

Agenda Item E-3
November 13, 2023
School Board Meeting

AGENDA ITEM:	**Action on Official Depositories for School District Funds and Authorized Bank Accounts and Signatures**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Operational Item**
CONTACT PERSON(S):	**Tim Wald, Assistant Superintendent for Finance and Operations;** **Andi Johnson, Director of Finance**

BACKGROUND:

Be it resolved by the School Board of Independent School District #624, White Bear Lake, MN, that the following bank accounts are designated as official depositories November 13, 2023 to January 8, 2024 and that the authorized signers and those designated to electronically transfer funds shown be approved.

Account Name	**Bank Name**	**Authorized Signers**
General Account	MSDLAF US Bank	*Board Chair *Board Clerk *Board Treasurer
OPEB Trust	US Bank	Wayne A. Kazmierczak Timothy Wald Andrea Johnson
Business Account	Bremer Bank	Wayne A. Kazmierczak Timothy Wald Andrea Johnson
Cafeteria Account	Bremer Bank	Wayne A. Kazmierczak Timothy Wald Andrea Johnson
Dist. Petty Cash Acct	Bremer Bank	Wayne A. Kazmierczak Timothy Wald Andrea Johnson

Central Petty Cash	Bremer Bank	Cathryn Peterson Timothy Wald Andrea Johnson
Sunrise Petty Cash	Bremer Bank	Christina Pierre Timothy Wald Andrea Johnson
North Petty Cash	Bremer Bank	Russell Reetz Carrie Barth Dion Harriman Timothy Wald
South Petty Cash	Bremer Bank	Russell Reetz Donald Bosch Matthew Young Timothy Wald

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

Electronic Transfers

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

Wayne A. Kazmierczak
Timothy Wald
Andrea Johnson
Sarah Andre
Stephanie Wendel
Amanda Harris

RECOMMENDED ACTION:

Approve the list of official depositories for School District funds and authorized bank accounts and signatures for November 13, 2023 to January 8, 2024.

Agenda Item E-4
November 13, 2023
School Board Meeting

AGENDA ITEM:	**Action on Joint Powers Agreement with Suburban Ramsey Family Collaborative**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Operational Item**
CONTACT PERSON(S):	**Lisa Ouren, Director of Student Support Services**

BACKGROUND:

The purpose of the Suburban Ramsey Family Collaborative (SFRC) is to collectively improve the health, learning, safety, and security needs of Suburban Ramsey County children, youth and their families by mitigating barriers and enhancing protective factors through an integrated, coordinated, comprehensive and collaborative service delivery system.

The intent of the updated JPA is to reflect SRFC's structure and explicitly lay out its board members' roles and responsibilities. Language regarding the integrated fund and a statement regarding board members' agreements to attend Local Collaborative Time Study (LCTS) meetings is also included in the update. This updated JPA will replace the current JPA once fully executed by all member districts.

RECOMMENDATION:

Approve the Amended and Restated Joint Powers Agreement with Suburban Ramsey Family Collaborative.

SUBURBAN RAMSEY FAMILY COLLABORATIVE

AMENDED AND RESTATED JOINT POWERS AGREEMENT

THIS AMENDED AND RESTATED JOINT POWERS AGREEMENT is entered into by and between **Ramsey County**, a body and politic in the State of Minnesota, through its Social Services, St. Paul-Ramsey County Public Health, Workforce Solutions, Ramsey County Library and Community Corrections Departments (the "County"); **Independent School District 621, Mounds View Area Schools** ("Mounds View Schools"); **Independent School District 622, North St. Paul, Maplewood, Oakdale Schools** ("North St. Paul Schools"); **Independent School District 623, Roseville Area Schools** ("Roseville Schools"); **Independent School District 624, White Bear Lake Area Schools** ("White Bear Schools"); and **Community Action Partnership of Ramsey and Washington Counties** ("CAP-RW"). The parties to this Agreement are referred to collectively herein as the "Parties" in this Agreement.

WITNESSETH:

WHEREAS, the Parties to this Agreement are committed to coordinating the development of the Suburban Ramsey Family Collaborative (the "Collaborative") in the Suburban Ramsey County area as a Family Services Collaborative pursuant to Minnesota Statutes Section 124D.23; and

WHEREAS, the Parties to this Agreement agree that it is essential that these efforts be directed and coordinated by a single organization with power to make and implement all decisions to fulfill its purpose; and

WHEREAS, the Parties recognize such services can be appropriately financed, supported, and managed through a multi-organization joint venture; and

WHEREAS, the Parties to this Agreement are committed to the vision that Suburban Ramsey County is a collaborative community where our children and youth's safety, security, health, and learning are a priority for all, and no child remains at risk; and

WHEREAS, the Parties to this Agreement agree that academic and educational progress is the ultimate anchor for child/youth success, therefore, **our Collective Impact goal** is to anchor our collective work with each child's/youth's academic and educational progress to support their lifelong well-being – cradle to career;

NOW, THEREFORE, IN CONSIDERATION OF the covenants and mutual agreements contained herein and pursuant to Minnesota Statutes Sections 124D.23 and 471.59, the Parties do hereby establish the Suburban Ramsey Family Collaborative Joint Powers Board, operating the Suburban Ramsey Family Collaborative and having the composition, powers, and duties provided in this Agreement as follows:

SECTION 1. PURPOSE OF THE COLLABORATIVE AND POPULATION SERVED

The Parties enter into this Agreement for the purpose of collectively improving the health, learning, safety, and security needs of Suburban Ramsey County children, youth, and their families (ages pre-birth to 18 or 21 years old for individuals with a disabilities) who are under served, under supported, and marginalized by mitigating risk factors and enhancing protective factors through an integrated, coordinated, comprehensive, and collaborative service delivery system.

SECTION 2. DEFINITIONS

Unless the context otherwise requires, the terms defined in this Section shall for all purposes of this Agreement have meanings herein stated:

1. Administrative Costs shall include, but not be limited to, salaries and fringe benefits, rent, utilities, transportation, travel, telephone, office supplies, insurance, accounting and legal fees, and membership fees and dues incurred by the Collaborative.
2. Agreement means this Agreement as it now exists and as it may hereafter be amended. This Agreement supersedes all previous Joint Powers Agreements for the Collaborative.
3. Parties shall collectively refer to the signatories to the Joint Powers Agreement.
4. Board shall mean the Suburban Ramsey Family Collaborative Joint Powers Governance Board herein established.
5. Manager(s) shall mean the person(s) who has/have been delegated by the Board to administer and manage the Collaborative on a day-to-day basis.
6. Agencies shall be those organizations and entities other than the Parties and community representatives who make up the Collaborative.
7. Representatives shall be those individuals or their designees formally appointed to the Board by the Parties or by the Suburban Ramsey Family Collaborative Joint Powers Governance Board to serve as voting members of the Board.

SECTION 3. TERM

This Agreement shall be effective pursuant to Section 17 and shall continue in full force and effect until terminated by the Parties pursuant to the provision of Section 15 of this Agreement.

SECTION 4. JOINT POWERS ENTITY

There is hereby created a joint powers entity as a public entity, to be known as the Suburban Ramsey Family Collaborative. The Collaborative shall be an entity separate from the Parties and shall not be deemed an agent or partner of any of the Parties and the Parties shall not be liable for the actions of the Collaborative.

SECTION 5. PURPOSE OF THE AGREEMENT

This Agreement has been entered into by the Parties for the purpose of coordinating the members in family services collaborative policy development, planning, and legislative activities, and for

meeting the requirements of Minnesota Statutes Section 124D.23 regarding Family Services Collaboratives. This Agreement determines the structure and procedures of the Collaborative and describes the relationship between the Collaborative and the Parties who make up the Collaborative.

SECTION 6. BOARD MEMBERSHIP

The Board shall consist of 22 board members, including 21 voting members and 1 non-voting member.

A. Each Party listed below shall appoint the following number of voting members as indicated:
   - Ramsey County (representing its Social Services, St. Paul-Ramsey County Public Health, Ramsey County Library, Workforce Solutions, and Community Corrections Departments) and one Ramsey County Commissioner from Suburban Ramsey County – 6 members
   - Mounds View Schools – 1 member
   - North St. Paul Schools – 1 member
   - Roseville Schools – 1 member
   - White Bear Schools – 1 member
   - Community Action Program of Ramsey and Washington Counties (CAP-RW) – 1 member

B. As indicated in the by-laws, The Executive Committee shall recommend and the Board shall appoint the following 10 voting members:
   - Four collaborative agencies or organizations, providing different types of services – 4 members
   - Two collaborative agencies or organizations having mental health expertise – 2 members
   - One elected or appointed official from a Suburban Ramsey County city or township– 1 member
   - Three community residents who represent a broad cross section of the community – 3 members

C. The Fiscal Agent shall serve as an ex-officio non-voting member.
D. Each member on the Board shall have one vote.
E. Board members and designees may be re-appointed for additional terms by the Parties as set forth in the by-laws. Current board members will be posted on the SRFC website.
F. The Board shall meet at least quarterly or more frequently as the need of the Collaborative may require.

SECTION 7. POWERS OF THE COLLABORATIVE BOARD

The Board is hereby authorized to exercise such legal and revenue authority as is necessary and proper to make all decisions to carry out the Collaborative's purpose as described in Sections 1 and 5 and to fulfill its obligations under Minnesota Statutes Section 124D.23, as it may be amended from time to time. Such powers shall be subject to the provisions of Minnesota Statutes Section 471.59, as it may be amended from time to time, and will include but not be limited to any or all the following to the extent provided by law or not otherwise limited by the Agreement:

A. Select a Fiscal Agent as set forth in the by-laws. Roseville Schools currently serves as the Collaborative's Fiscal Agent per the terms in **Appendix A: Fiscal Agent Agreement,** which is attached and made a part of this Agreement.

B. Appoint a Party to serve as Personnel Agent of the Collaborative. North St. Paul Schools currently serves as the Collaborative's Personnel Agent as set forth in **Appendix B: Personnel Agent Agreement,** which is attached and made a part of this Agreement.

C. Appoint voting members to the Board.

D. Participate in programs and projects operated by the Collaborative.

E. Contribute annual financial commitments to the Integrated Fund.

F. Adopt and amend annual budgets, together with a statement of the sources of funding and an estimate of the proportion of such amounts required of each party.

G. Negotiate and approve contributions to the integrated fund from each Party. An integrated fund required by law shall be established and a minimum financial commitment of each party to be determined and agreed upon annually shall be set forth in **Appendix C: Integrated Fund,** which is attached and made a part of this Agreement.

H. Appoint to the Board such other local service providers and individuals consistent with Minnesota Statutes Section 124D.23, subdivision 1(a) and subdivision 1(b).

I. Enter transactions, including contracts or leases, required in furtherance of this Agreement and statutory mandates; and enforce such transactions to the extent available in equity or at law. The contracting and purchasing requirements of the Fiscal Agent (Roseville Schools) designated by the Board shall apply to the Collaborative. The Board may approve any contract relating to this Agreement up to the amount approved in the annual budget or as the budget may be amended and may authorize the Manager(s) to execute those contracts. These requirements also include, without limitation, reviewing and approving Family and Community-Based Collaborative standards, and reviewing and approving the work plan and marketing program.

J. The Collaborative shall not function as a service provider but shall perform activities that coordinate support and services such as: coordinated response systems, standards setting, and outcomes evaluation. The Collaborative shall neither replace nor duplicate existing agencies but shall recreate relationships among them.

K. Apply for and accept gifts, grants, loans of money, other property or assistance on behalf of the Collaborative from the United States Government, the State of Minnesota, or any person, association, or agency for any of its purposes, including any grant which may be available; enter into any agreement in connection therewith; and hold, use and dispose of such money, other property and assistance in accordance with the terms of the gift, grant or loan relating thereto.

L. Hold such property as may be required to accomplish the purposes of this Agreement and upon termination of this Agreement, make distribution of such property as is provided for in this Agreement.

M. Hire employees and contract for personnel services as the Board determines necessary. Regarding employee compensation and all other terms and conditions the Board shall utilize, insofar as practical, North St. Paul Schools' administrative policies and procedures including retirement programs.

N. Incur debt, liabilities, or obligations which do not constitute a debt of any of the Parties or the members of the Board. The Board does not have authority to incur debts, liabilities, or obligations which constitute a debt of any of the Parties or members of the Board.

O. To sue and be sued in its own name. The Collaborative and each Party and member of the Board shall be subject to the protections set forth in Minnesota Statutes Chapter 466.

P. Adopt and amend the Collaborative's by-laws or other policies and procedures consistent with this Agreement required for the exercise of the powers of the Board or accomplishment of its purposes.

Q. The Board meetings shall be conducted in accordance with the provisions of Minnesota Open Meeting Law, Minnesota Statutes Chapter 13D.

All powers granted herein shall be exercised by the Board in accordance with the legal requirements applicable to the Collaborative.

SECTION 8. DUTIES OF THE PARTIES

The Parties each have the following duties:

A. Appoint their representative voting members to the Board, as described in section 6.A.

B. Participate in programs and projects operated by the Collaborative.

C. Contribute annual financial commitment to the Integrated Funds, as described in Appendix C.

D. Roseville Schools currently serves as the Fiscal Agent of the Collaborative appointed by the Board. (See **Appendix A: Fiscal Agent Agreement)** The Fiscal Agent shall serve on the Board and the Executive Committee in an ex-officio capacity. The Fiscal Agent shall not have any voting privileges.

E. Staff of the eligible Parties will participate in the Local Collaborative Time Study (LCTS) under terms and conditions agreed to with the Minnesota Department of Human Services and will contribute earnings to the Integrated Fund.

SECTION 9. FINANCES AND INTEGRATED FUND

A. The Fiscal Agent shall serve on the Board and the Executive Committee in an ex-officio capacity. The Fiscal Agent shall not have any voting privileges.

B. The Parties agree to establish an integrated fund. The integrated fund shall consist of a pool of public, private, local, state, and federal resources consolidated at the local level to accomplish locally agreed upon service goals for the target population. The fund will be used to help the Collaborative serve the needs of children in the target population.

C. The integrated fund may consist of either monetary or in-kind resources to which a monetary value shall be assigned by agreement between the contributor and the Board. The amount of the Parties' contributions to the integrated fund may be renegotiated as needed and by the board. (See **Appendix C: Integrated Fund for required contribution amounts.**) No Party shall be required to contribute any amount exceeding its required contribution amount, but nothing in this Agreement shall prohibit any Party from making an additional contribution or encumbrance of monetary or in-kind resources, nor from considering additional contributions or encumbrances on a case-by-case basis.

D. The Integrated Fund shall consist of both monetary and in-kind resources to which a monetary value shall be assigned by agreement between the contributor and the Board.

E. Administrative Costs. Not later than June 30 of each year the Board shall establish and approve a budget for the administration of the Collaborative for the following fiscal year which shall be July 1 through June 30.

SECTION 10. WITHDRAWAL/TERMINATION

Other than the Parties required by law to be members of the Collaborative, who may terminate this Agreement as set forth in Section 15, any party may withdraw from this Agreement upon reasonable prior written notice to the Board. In the event of withdrawal by any party, this Agreement shall remain in full force and effect as to all remaining members.

SECTION 11. EFFECT OF WITHDRAWAL, DISPOSITION OF PROPERTY, FUNDS AND OBLIGATIONS

A party withdrawing from this Agreement shall not receive a distribution of property or funds until such time as this Agreement is terminated by all Parties pursuant to Section 15 hereof. Such disposition of property shall be in accordance with the provisions of Section 12.

SECTION 12. DISPOSITION OF PROPERTY AND FUNDS

When this Agreement is terminated by all Parties, any property interest remaining in the Collaborative, following discharge of all obligations owed by the Collaborative, shall be disposed of and the proceeds of the property shall be returned to the Parties in proportion to their annual contributions to the Collaborative's integrated fund. Physical assets, however, shall be assigned to any substantially similar public programs in the Collaborative's service area.

SECTION 13. AMENDMENTS

This Agreement may be amended at any time by agreement of all the Parties. Prior to any such amendment, the recommendation of the Board shall be provided. Such amendment shall be approved by all Parties and shall be in writing.

SECTION 14. RECORDS, ACCOUNTS, AND REPORTS

The Collaborative shall establish and maintain such funds and accounts as may be required by good accounting practice. The books and records of the Collaborative and providers related to Collaborative activities shall be subject to the provisions of Minnesota Statutes Chapter 13, the Minnesota Government Data Practices Act and Minnesota Statutes Section 16C.05, subdivision 5 related to access to books and records. The Collaborative within 120 days after the close of each fiscal year, which shall be July 1 to June 30, through its Managers shall give a complete written report of all financial activities for such fiscal year to the Board.

SECTION 15. TERMINATION

A. Events of Termination. This Agreement shall terminate upon the occurrence of any one of the following events:
   1. When necessitated by operation of law or because of a decision by a court of competent jurisdiction;
   2. By written consent of all the Parties; or
   3. By the termination of any Party required by law to be a party to the Collaborative upon nine months' written notice to the Collaborative.

B. Effect of Termination. Termination shall not discharge any liability incurred by the Collaborative during the term of this Agreement. The Collaborative shall continue to operate after the date of termination but only for the purpose of winding up its business and for aiding in the prosecution and defense of claims. The Board shall approve a final report of the Collaborative's activities and affairs including a schedule showing the disbursement of remaining assets as required by Section 12 and, on the expiration of 30 days therefrom, the Collaborative shall cease to exist.

SECTION 16. COUNTERPARTS

This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which shall continue one and the same instrument.

SECTION 17. EFFECTIVE DATE

This Agreement shall be effective when adopted by all Parties and remain in effect until revised or rescinded.

SECTION 18. SEVERABILITY

The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause, or phrase of the Agreement is for any reason held to be contrary to law, or contrary to any

rule or regulation having the force and effect of law, such decision shall not affect the remaining portions of this Agreement.

IN WITNESS WHEREOF, the following Parties have executed this Agreement:

RAMSEY COUNTY BOARD OF COMMISSIONERS (INCLUDING SOCIAL SERVICES, ST.PAUL RAMSEY COUNTY PUBLIC HEALTH, WORKFORCE SOLUTIONS & COMMUNITY CORRECTIONS DEPARTMENTS)

By: _____

Its: _____

Dated: _____

By: _____

Its: _____

Dated: _____

INDEPENDENT SCHOOL DISTRICT NO. 621, MOUNDS VIEW AREA SCHOOLS

By: _____

Its: _____

Dated: _____

By: _____

Its: _____

Dated: _____

INDEPENDENT SCHOOL DISTRICT NO. 622, NORTH ST. PAUL, MAPLEWOOD, OAKDALE SCHOOLS

By: _____

Its: _____

Dated: _____

By: _____

Its: _____

Dated: _____

INDEPENDENT SCHOOL DISTRICT NO. 623, ROSEVILLE AREA SCHOOLS

By: _____

Its: _____

Dated: _____

By: _____

Its: _____

Dated: _____

INDEPENDENT SCHOOL DISTRICT NO. 624, WHITE BEAR LAKE AREA SCHOOLS

By: _____

Its: _____

Dated: _____

By: _____

Its: _____

Dated: _____

COMMUNITY ACTION PARTNERSHIP OF RAMSEY AND WASHINGTON COUNTIES

By: _____

Its: _____

Dated: _____

By: _____

Its: _____

Dated: _____

SUBURBAN RAMSEY FAMILY COLLABORATIVE

JOINT POWERS AGREEMENT

Appendix A: Fiscal Agent Agreement

SUBURBAN RAMSEY FAMILY COLLABORATIVE
FISCAL SERVICES AGREEMENT

The **SUBURBAN RAMSEY FAMILY COLLABORATIVE** (hereafter COLLABORATIVE), a Joint Powers Board, mailing address 701 West County Road B, Roseville, MN 55113, and **INDEPENDENT SCHOOL DISTRICT NO. 623** (hereafter FISCAL AGENT), 1251 West County Road B-2, Roseville, MN 55113, enter into this agreement for the period of **July 1, 2023** through **June 30, 2024**.

WHEREAS, the COLLABORATIVE is desirous of obtaining the services of a FISCAL AGENT to provide the necessary fiscal services to enable the COLLABORATIVE to manage its financial affairs and to properly comply with the provisions of Minn. Stat. § 124D.23 and other related statutes; and

WHEREAS, the school district has the capability of providing FISCAL AGENT services to the COLLABORATIVE.

NOW, THEREFORE, IN CONSIDERATION OF the mutual covenants contained herein, the COLLABORATIVE and the FISCAL AGENT agree as follows:

SECTION I.

A. GENERAL ACCOUNTING

The COLLABORATIVE agrees to purchase, and the FISCAL AGENT agrees to furnish the following purchased services described as follows:

Provide fiscal services to the COLLABORATIVE related to the financial management of the COLLABORATIVE in compliance with the provisions of Minn. Stat. § 124D.23 and as it may be amended and the requirements of the SRFC Joint Powers Board and any relevant local COLLABORATIVE time study board and in conformance with the requirements of any applicable federal statutes and regulations, and state statutes and rules. The fiscal services are more specifically set forth as follows:

1. FISCAL AGENT shall provide general accounting services, practices, procedures, and reports relating to all funds received by and disbursed from the COLLABORATIVE.

2. The FISCAL AGENT shall provide COLLABORATIVE access to FISCAL Agent's contracts, contractual procedures, and purchase order system, and shall also make available to COLLABORATIVE all discounts and special rates otherwise available to FISCAL AGENT from the FISCAL Agent's own purchasing activities or from other third party sources.

3. The FISCAL AGENT shall provide vendor payments for all vendors providing services to the COLLABORATIVE and shall establish such authorization and signature records so as to ensure the proper disbursement of COLLABORATIVE funds.

4. The FISCAL AGENT shall provide such checks or warrants as may be appropriately required by COLLABORATIVE in a timely fashion so as to carry out the COLLABORATIVE's business.

B. ACCESS TO RECORDS

1. The FISCAL AGENT shall provide telephone line transaction capability giving COLLABORATIVE members and staff access to the current financial condition of the COLLABORATIVE, including hookup Skyward capability.

2. The FISCAL AGENT shall provide such written reports as may be reasonably necessary to assist COLLABORATIVE in the carrying out of COLLABORATIVE's activities.

3. FISCAL AGENT shall provide training to COLLABORATIVE's officers and employees so as to enable the COLLABORATIVE officers and employees to access FISCAL AGENT's accounting and reporting system for the purpose of determining COLLABORATIVE's current financial status.

4. FISCAL AGENT shall provide consultation and training on a monthly or as needed basis by a qualified FISCAL AGENT representative to assist COLLABORATIVE in the proper understanding and utilization of FISCAL Agent's accounting system.

C. AUDIT

1. The FISCAL AGENT shall provide to COLLABORATIVE on an annual basis an audit by a licensed, certified public accountant based on generally accepted accounting principles. The audit shall contain a management letter, when deemed necessary by the auditor, so as to properly advise the COLLABORATIVE on the proper managing of the Collaborative's financial affairs. Such audit shall be presented in a format commonly acceptable to the accounting practice and shall be provided between June 30 and December 1 of each year.

2. COLLABORATIVE shall attempt to ensure that Collaborative's officers and employees reasonably cooperate with the FISCAL AGENT in the FISCAL Agent's performance of its duties and responsibilities under this agreement.

D. PAYMENT FOR SERVICES

1. Total payments to the FISCAL AGENT shall not exceed the sum of Fifteen Thousand and no/100 Dollars ($15,000.00) per fiscal year.

2. Payment to the FISCAL AGENT shall be made annually upon receipt of invoice by the FISCAL AGENT. Payment will be made in a manner provided by law for the payment of claims against public organizations within thirty-five (35) days of receipt of the invoice when practicable.

E. REPORTS, RECORDS

1. The FISCAL AGENT agrees to maintain books, records, documents, and other evidence and accounting procedures and practices relevant to this agreement for six (6) years after the last date of service. These books, records, documents, and accounting procedures and practices relevant to this agreement shall be subject at all reasonable times to inspection, review, or audit on-site by the COLLABORATIVE or either the legislative auditor or the state auditor as appropriate.

F. ACCOMPLISHMENT OF PROJECT

The FISCAL AGENT shall commence, carry on, and complete the project with all practical dispatch, and a sound economical and efficient manner, in accordance with the provisions of applicable laws and regulations. In accomplishing the project, the FISCAL AGENT shall take such steps as are necessary to ensure that the work involved is properly coordinated with related work being carried on by the COLLABORATIVE.

G. PERSONNEL

The FISCAL AGENT represents that it has, or will secure at its own expense, all personnel required in performing the services required pursuant to this agreement. Such personnel shall not be employees or have any contractual relationship with the COLLABORATIVE. All of the services required under this agreement will be performed by the FISCAL AGENT or under its supervision and all personnel engaged in the work shall be fully qualified to perform such services.

H. CONDITIONS OF THE PARTIES' OBLIGATIONS

1. The COLLABORATIVE may cancel this agreement or a portion thereof at any time, with or without cause, upon thirty (30) days' written notice, delivered by mail or in person.

2. The FISCAL AGENT may cancel this agreement or portion thereof at any time, with or without cause, upon ninety- (90) days' written notice, delivered by mail or in person.

3. The laws of the state of Minnesota shall govern all questions as to the execution, nature. obligation, instructions, validity, and performance of this agreement. Any litigation concerning this agreement shall be venued in Ramsey County, Minnesota.

I. STANDARDS

1. The FISCAL AGENT shall comply with all applicable federal and state statutes and regulations now in effect or hereafter adopted, and professional standards appropriate to the services.

2 Other provisions for cancellation of this agreement notwithstanding, failure to meet such standards may be cause for cancellation of this agreement effective as of receipt of notice of cancellation.

J. DATA PRACTICES

All data collected, created, received, maintained, or disseminated for any purpose in the course of FISCAL Agent's performance of this agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, or any other applicable state statutes or state rules adopted to implement the Act, as well as any applicable federal laws.

K. NON-DISCRIMINATION

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance status, criminal record, creed, or national origin, be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program, service, or activity under the provisions of any and all applicable federal and state laws against discrimination, including the Civil Rights Act of 1986. On request, the FISCAL AGENT will furnish all information and reports required by the COLLABORATIVE and by the rules and regulations and orders of the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

L. INDEMNITY AND INSURANCE

1. **Indemnity**. The FISCAL AGENT agrees that to the limits set forth in law, it will defend, indemnify, and hold harmless the COLLABORATIVE, its officials, employees, and agents from any and all liability, loss, or damages they may suffer as a result of claims, demands, judgments, or costs, including reasonable attorney's fees, arising out of or related to FISCAL Agent's performance of this agreement. It is acknowledged that this provision was separately negotiated and specifically agreed to by the FISCAL AGENT.

2. **Insurance**. The FISCAL AGENT shall purchase and maintain such insurance or will have a self-insurance program as will protect the FISCAL AGENT from all claims set forth below, which may arise out of, or result from, the FISCAL Agent's operations under this agreement, whether such operations be by the FISCAL AGENT or by anyone directly employed by them, or by anyone for whose acts any of them may be liable.

M. INDEPENDENT CONTRACTOR

It is agreed that nothing contained in this agreement, or any extension of this agreement, is intended or should be construed as creating the relationship of co-partners, joint ventures, or an association with the Collaborative and the Fiscal Agent nor shall the acceptance of such payment act as a waiver of any claims that the fiscal agent may have against the Collaborative, its employees, agents, and representatives of the Collaborative. From any amounts due the Fiscal Agent, there will be no deductions for federal income tax or FICA payments, or for any state income tax, or for any other purposes which are associated with an employer-employee relationship unless required by law. Payment of federal income tax, FICA payments, and state income tax are the responsibility of the Fiscal Agent

N. PROVISIONS CONCERNING CERTAIN WAIVERS

Subject to applicable law, any right or remedy which the COLLABORATIVE may have under this contract may be waived in writing by the COLLABORATIVE by a formal waiver if, in the judgment of the COLLABORATIVE, this contract, as so modified, will still conform to the terms and requirements of pertinent laws.

O. MATTERS TO BE DISREGARDED

The titles of the several sections, subsections, and paragraphs set forth in this contract are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of the provisions of this contract.

P. COLLABORATIVE NOT OBLIGATED TO THIRD PARTIES

The COLLABORATIVE shall not be obligated or liable hereunder to any party other than the FISCAL AGENT.

Q. WHEN RIGHTS AND REMEDIES NOT WAIVED

In no event shall the making by the COLLABORATIVE of any payment to the FISCAL AGENT constitute or be construed as a waiver by the COLLABORATIVE of any breach of covenant, or any default which may then exist, on the part of the FISCAL AGENT, and the making of any such payment by the COLLABORATIVE while any such breach or default shall exist in no way impair or prejudice any right or remedy available to the COLLABORATIVE in respect to such breach or default.

R. SUBCONTRACTING AND ASSIGNMENTS

The FISCAL AGENT shall not enter into any subcontract for performance of any of the services contemplated under this agreement, nor assign this agreement, without the prior written approval of the COLLABORATIVE, and subject to such conditions and provisions as the FISCAL AGENT may deem necessary. The FISCAL AGENT shall be responsible for the performance of all subcontractors.

S. MODIFICATION OF AGREEMENT

Any alterations, variations, modifications, or waivers of provisions of this agreement shall only be valid when they have been reduced to writing, signed by authorized representatives of the COLLABORATIVE and the FISCAL AGENT, and attached to the original of this agreement.

T. NOTICES

Any notices, bills, invoices, or reports required by this agreement shall be sufficient if sent by the parties hereto in the United States mail, postage paid, to the address(es) listed below:

COLLABORATIVE
Director
SUBURBAN RAMSEY FAMILY COLLABORATIVE
1910 West County Road B
Roseville, MN 55113

SCHOOL DISTRICT
Superintendent
INDEPENDENT SCHOOL DISTRICT NO. 623
1251 West County Road B-2
Roseville, MN 55113

U. **ENTIRE AGREEMENT**

It is understood and agreed that the entire agreement between the parties is contained herein and that this agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. All items referred to in this agreement are incorporated or attached and are deemed to be part of this agreement.

IN WITNESS WHEREOF, the COLLABORATIVE and FISCAL AGENT have executed this agreement as of the dates written below.

SUBURBAN RAMSEY FAMILY COLLABORATIVE
(a Joint Powers Board)

By: _____

Date: 6.28.23

Its: Director, Mary Sue Hansen

INDEPENDENT SCHOOL DISTRICT NO. 623

By: _____

Date: 6/13/2023

Its: Superintendent, Dr. Jenny Loeck

Appendix B: Personnel Agent Agreement

SUBURBAN RAMSEY FAMILY COLLABORATIVE PERSONNEL AND PERSONNEL-RELATED SERVICES AGREEMENT

The Suburban Ramsey Family Collaborative (hereinafter referred to as "Collaborative"), a Joint Powers Board, located at Fairview Community Center, 1910 West County Road B, Roseville, MN 55113 and Independent School District #622 located at 2520 East 12th Avenue, Maplewood, MN 55109 (hereinafter referred to as "the District") enter into this agreement for the period of July 1, 2001 through June 30, 2003.

WHEREAS, the Collaborative is desirous of obtaining personnel and personnel-related services to provide the necessary executive, administrative and support staff to enable the Collaborative to carry out the provisions of the Suburban Ramsey Family Collaborative Joint Powers Agreement and the requirements of Federal, State and local law including but not limited to the provisions of Minn. Stat. § 121.8355 related to Family Services Collaboratives or as the same may be amended; and

WHEREAS, the District has the capability of providing personnel and personnel services to the Collaborative;

NOW, THEREFORE, in consideration of the mutual covenants contained herein the Collaborative and the District agree as follows:

I. SERVICES RELATED TO RECRUITING STAFF FOR THE COLLABORATIVE.

A. Utilizing its usual personnel policies and procedures, the District agrees to take such efforts as are necessary to obtain sufficient staff to provide executive, administrative, and support staff to the Collaborative based on requests from the Collaborative.

The services to be performed by the District shall be undertaken and completed in such sequence as to ensure their expeditious completion and best carry out the purposes of this Agreement.

The services performed shall be performed in accordance with all applicable Federal, State and local laws and ordinances.

B. The Collaborative agrees to furnish the District job descriptions for the positions which the Collaborative needs.

C. The salary range for the positions furnished to the District by the Collaborative shall be established by the Collaborative in a range similar to ranges already being used by the School District.

D. The District shall initiate a search process in order to obtain a representative list of qualified candidates for the positions requested by the Collaborative.

E. The Collaborative, after such screening of applicants by the District as the Collaborative may request, shall develop a further screening and evaluation process for the purpose of ultimately requesting from the District that a particular candidate be hired for the specific position meeting the Collaborative's needs.

F. The actual salary of the person to be hired by the District shall be determined by the Collaborative after consultation with the District.

G. Fringe benefits for individuals hired shall be the same as individuals in similar positions currently employed by the District subject to such modification as may be agreed upon among the Collaborative, the District and the candidate.

H. Except as modified herein, the procedures used for the hiring of individuals shall be the same as used for the hiring of the District's other employees and shall be in accordance with applicable Federal, State and local laws and ordinances including, but not limited to, applicable non-discrimination and affirmative action policies.

I. All individuals hired pursuant to this contract shall be the employees of the District and shall not be the employees of the Collaborative. Any rights that any applicant, candidate or employed individual has regarding the application of any particular policy and procedure shall be solely measured by the rights accorded to other individuals in a similar situation in the District or any employment agreement. The term of the employment agreement shall prevail over any general provisions of the District.

J. The salaries, fringe benefits and expenses of individuals providing services for the Collaborative shall be paid by the District from funds transferred to the District from time to time from the Collaborative's Fiscal Agent. Payment of federal income tax, FICA payments, and state income tax are the responsibility of the District.

K. The District's own personnel costs related to the performance of this Agreement by the District shall be considered to be an in-kind contribution by the District to the Collaborative.

L. Any out-of-pocket expenses by the District such as the expense of publishing notices for employment in newspapers, providing advertisement for positions, providing transportation or other expenses related to interviewing candidates for employment shall be reimbursed by the Collaborative within thirty-five (35) days of receipt by the Collaborative of an invoice from the District detailing the expenses.

M. The termination of any individual hired by the District to provide services to the Collaborative shall take place upon request to the District by the Collaborative. The individual's rights to any procedural due process shall be measured by the rights accorded to individuals in similar positions within the District or by the terms of any agreement entered into between the District and the individual for the purpose of providing services to the Collaborative. The terms of any such agreement shall prevail over any general provisions of the District.

N. Any workers' compensation or employment compensation benefits shall be the responsibility of the District subject to reimbursement by the Collaborative. The Collaborative may elect as its option to cover the individuals providing services to it under this Agreement through its own workers' compensation insurance.

II. REPORTS AND RECORDS

The District agrees to maintain books, records, documents and other evidence and accounting procedures and practices relevant to this Agreement for three (3) years after the last date of service. These books, records, documents and accounting procedures and practices relevant to the Agreement shall be subject at all reasonable times to inspection, review, or audit on site by the Collaborative or either the Legislative Auditor or the State Auditor as appropriate.

III. ACCOMPLISHMENT OF PROJECT

The District shall commence, carry on, and complete the project with all practical dispatch, and a sound economical and efficient manner, in accordance with the provisions of applicable laws and regulations. In accomplishing the project, the District shall take such steps as are necessary to ensure that the work involved is properly coordinated with related work being carried on by the Collaborative.

IV. PERSONNEL

The District represents that it has, or will secure at its own expense, all personnel required in performing the services required pursuant to this Agreement. Such personnel shall not be employees or have any contractual relationship with the Collaborative. All of the services required under this Agreement will be performed by the District or under its supervision and all personnel engaged in the work shall be fully qualified to perform such services.

V. CONDITIONS OF THE PARTIES' OBLIGATIONS

A. The Collaborative may cancel this Agreement or a portion thereof at any time, with or without cause, upon thirty (30) days written notice, delivered by mail or in person.

B. The District may cancel this Agreement or a portion thereof at any time, with or without cause, upon ninety (90) days written notice, delivered by mail or in person and shall return to the Collaborative on the termination date any advanced funs not required for the performance of this Agreement.

C. Either cancellation shall be subject to payment by the Collaborative for services properly provided and payment of any statutory or other obligations due.

D. The laws of the State of Minnesota shall govern all questions as to the execution, nature, obligation, instructions, validity, and performance of this Agreement. Any litigation concerning this Agreement shall be venued in Ramsey County, Minnesota.

VI. STANDARDS

A. The District shall comply with all applicable Federal and State statutes and regulations now in effect or hereafter adopted, and professional standards appropriate to the services.

B. Other provisions for cancellations of this Agreement notwithstanding, failure to meet such standards may be cause for cancellation of this Agreement effective as of receipt of notice of cancellation.

VII. DATA PRACTICES

A. All data collected, created, received, maintained, or disseminated for any purpose in the course of the District's performance of this Agreement is governed by the Minnesota Government Data Practices Act, Minn. Stat. Chapter 13 or any other applicable state statutes, any state rules adopted to implement the Act, as well as any federal, state or individual, government data or summary data pursuant to this Agreement.

VIII. NON-DISCRIMINATION

No person shall, on the grounds of race, color, religion, age, sex, sexual orientation, disability, marital status, public assistance status, criminal record, creed, or national origin, be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program, service, or activity under the provisions of any and all applicable Federal and State laws against discrimination including the Civil Rights Act of 1986. On request, the District will furnish all information and reports required by the Collaborative and by the rules and regulations and orders of the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations and orders.

IX. INDEMNITY AND INSURANCE

A. Indemnity. The District agrees that it will defend, indemnify, and hold harmless the Collaborative, it's officials, employees and agents from any and all liability, loss or damages they may suffer as a result of claims, demands, judgments or costs, including reasonable attorney's fees, arising out of or related to the District's performance of this Agreement. The District does not waive any limits or exceptions to liability set forth in statute or elsewhere in law.

B. The Collaborative agrees that it will defend, indemnify, and hold harmless the District, it's officials, employees, and agents from any and all liability, loss or damages they may suffer as a result of claims, demands, judgments or costs, including reasonable attorney's fees, arising out of or related to Collaborative's performance of this Agreement. The Collaborative's liability shall be limited to the limits and exceptions set forth in M.S. Chapter 466 and elsewhere in the law.

C. Insurance.

1. The District shall purchase and maintain such insurance or have in place a self-insurance program as will protect the District from all claims set forth above which may arise out of, or result from the District's operations under the Agreement, whether such operations be by the District or by anyone directly employed by it, or by anyone for whose acts it may be liable.

   Fidelity bond (covering employees having access to money) in a total amount of none.

2. Upon executing this Agreement the District shall provide a certificate of its insurance to the Collaborative.

X. INDEPENDENT CONTRACTOR

It is agreed that nothing contained in this Agreement, or any extension of the Agreement, is intended or should be construed as creating the relationship of co-partners, joint ventures, or an association with the Collaborative and the District nor shall the District, its employees, agents, and representatives of the Collaborative. From any amounts due the District, there will be no deductions for federal income tax or FICA payments, nor for any state income tax, nor for any other purposes which are associated with an employer-employee relationship unless required by law.

XI. PROVISIONS CONCERNING CERTAIN WAIVERS

Subject to applicable law, any right or remedy which the Collaborative may have under this contract may be waived in writing by the Collaborative by a formal waiver, if, in the judgment of the Collaborative, this contract, as so modified, will still conform to the terms and requirements of pertinent laws.

XII. MATTERS TO BE DISREGARDED

The titles of the several sections, subsections, and paragraphs set forth in this contract are inserted for convenience of reference only and shall be disregarded in construing or interpreting any of the provisions of this contract.

XIII. COLLABORATIVE NOT OBLIGATED TO THIRD PARTIES

The Collaborative shall not be obligated or liable hereunder to any party other than the District.

XIV. WHEN RIGHTS AND REMEDIES NOT WAIVED

In no event shall the making by the Collaborative of any payment to the District constitute or be construed as a waiver by the Collaborative of any breach of covenant, or any default which may then exist, on the part of the District, and the making of any such payment by the Collaborative while any such breach or default shall exist in no way impair or prejudice any right or remedy available to the Collaborative in respect to such breach or default.

XV. SUBCONTRACTING AND ASSIGNMENTS

The District shall not enter into any subcontract for performance of any of the services contemplated under this Agreement, nor assign this Agreement, without the prior written approval of the Collaborative, and subject to such conditions and provisions as the District may deem necessary. The District shall be responsible for the performance of all subcontractors.

XVI. MODIFICATION OF AGREEMENT

Any alterations, variations, modifications, or waivers of provisions of this Agreement shall only be valid when they have been reduced to writing, signed by authorized representatives of the Collaborative and the District, and attached to the original of this Agreement.

XVII. NOTICES

Any notices, bills, invoices, or reports required by this Agreement shall be sufficient if sent by the parties hereto in the United States mail, postage paid to the address noted below:

COLLABORATIVE	DISTRICT
Manager	Superintendent
Suburban Ramsey Family Collaborative	Independent School District #622
1910 West County Road B	2520 East 12th Avenue
Roseville, MN 55113	Maplewood, MN 55109

XVIII. ENTIRE AGREEMENT

It is understood and agreed that the entire Agreement between the parties is contained herein and that this Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof. All items referred to in this Agreement are incorporated or attached and are deemed to be part of this Agreement.

IN WITNESS WHEREOF, the Collaborative and the District have executed this Agreement as of the dates written below.

SUBURBAN RAMSEY FAMILY COLLABORATIVE (A JOINT POWERS BOARD)

LARRY DENUCCI

1/24/02

ASST. RAMSEY CO. ATTY.

INDEPENDENT SCHOOL DISTRICT #622

1/24/02

Appendix C: Integrated Fund

The following Parties agree to make the following minimal financial commitments to the Collaborative Integrated Fund. The minimum financial commitments to be made by each party are set forth in the annual budget that is adopted annually by the Board.

Mounds View Independent School District No. 621	**$35,500 annually**
North St. Paul-Maplewood-Oakdale Independent School District No. 622	**$35,500 annually**
Roseville Area Independent School Districts No. 623	**$35,500 annually**
White Bear Lake Area Independent School District No. 624	**$35,500 annually**
Ramsey County Social Service Department Includes contributions from the following 4 departments: • Social Services Department • St Paul-Ramsey County Public Health Department • Community Corrections Department • Workforce Solutions Department	**$87,000 annually**
Community Action Program Ramsey and Washington Counties (CAP-RW)	**$10,000 annually**

Agenda Item E-5a
November 13, 2023
School Board Meeting

AGENDA ITEM:	**Policy 412, Expense Reimbursement**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Operational Item**
CONTACT PERSON(S):	**Tim Wald, Assistant Superintendent for Finance and Operations**

BACKGROUND:

School Board Policy 412, Expense Reimbursement, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in October and is being recommended for a second reading. The changes recommended to this policy are in section IV.

The purpose of this policy is to identify school district business expenses that involve initial payment by an employee and qualify for reimbursement from the school district, and to specify the manner by which the employee seeks reimbursement.

RECOMMENDED ACTION:

Approve School Board Policy 412, Expense Reimbursement, as recommended by the School Board Policy Committee and Cabinet.

Adopted: May 13, 1996 *White Bear Lake Area*
Revised: November 8, 2007 *School District #624 Policy 412*
Revised: October 12, 2009
Revised: October 12, 2020 *Revised: _____*

412 EXPENSE REIMBURSEMENT

I. PURPOSE

The purpose of this policy is to identify school district business expenses that involve initial payment by an employee and qualify for reimbursement from the school district, and to specify the manner by which the employee seeks reimbursement.

II. AUTHORIZATION

All school district business expenses to be reimbursed must be approved by the supervising administrator. Such expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees and other reasonable and necessary school district business-related expenses.

III. REIMBURSEMENT

A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration and other reasonable and necessary expenses must be attached to the reimbursement form.

B. Automobile travel shall be reimbursed at the mileage rate set by the IRS. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip. For out-of-state travel, the rate paid will be the tourist airline fare. If a private car is used for out-of-state travel, the amount paid will be the lesser of the airfare as indicated, or the actual mileage, less miles that would have been traveled to usual place of work, at the approved rates.

C. All contract provisions for expense reimbursements must meet IRS regulations. If there are any contract provisions that appear to be inconsistent with IRS regulations, the expense reimbursed under these provisions will be reported by the district accounting office to the IRS and the employee on the employee's W-2 form.

D. Conference request and expense reimbursement forms must clearly state the type of expenditures incurred and the reason for the

expenditure. This information should include: place visited, business or school purpose, function attended, and the actual costs.

IV. REQUEST PROCEDURE

All conference requests from the building level must be approved by the building principal ~~and the appropriate Director~~. Requests by district office staff must be approved by their immediate administrative supervisor. Staff Development guidelines must be followed when Staff Development funds are used for travel.

~~Requests for other (non-conference related) expense reimbursements must be approved by the immediate administrative supervisors.~~

~~All requests for payments (conference and all other) must be reviewed and approved by the Assistant Superintendent for Finance and Operations or designee before payment will be issued.~~

V. AIRLINE TRAVEL CREDIT

Employees utilizing school district funds to pay for airline travel are required to ensure that any credits or other benefits issued by any airline accrue to the benefit of the school district rather than the employee.

A. To the extent an airline will not honor a transfer or assignment of credit or benefit from the employee to the school district, the employee shall report receipt of the credit or benefit to the designated administrator within 90 days of receipt of the credit or benefit.

B. Reports of the receipt of an airline credit or benefit shall be made in writing and shall include verification from the airline as to the credit or benefit received. Reimbursement for airline travel expenses will not be made until such documentation is provided.

C. Employees who have existing credits or benefits issued by an airline based upon previously reimbursed airline travel for school district purposes will be required to utilize those credits or benefits toward any subsequent airline travel related to school district purposes, prior to reimbursement for such travel, to the extent permitted and/or feasible.

D. The requirements of this section apply to all airline travel, regardless of where or how the tickets are purchased.

VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

A schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement, will be clearly delineated in administrative procedures.

Legal References: Minn. Stat. § 15.435 (Airline Travel Credit)
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. No. 1035 (August 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. No. 161b-12 (August 4, 1997) (Transportation Expenses)
Minn. Op. Atty. Gen. No. 161B-12 (January 24, 1989) (Operating Expenses of Car)

Cross References: WBLASD Policy 214 (Out-of-State Travel by School Board Members)

Agenda Item E-5b
November 13, 2023
School Board Meeting

AGENDA ITEM:	**Policy 496, Faculty and Staff Dress and Appearance**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Operational Item**
CONTACT PERSON(S):	**Matt Mons, Director of Human Resources and General Counsel**

BACKGROUND:

School Board Policy 496, Faculty and Staff Dress and Appearance, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in October and is being recommended for a second reading. There are no changes recommended to this policy.

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards, and that set an appropriate example for students. We believe that professionally dressed staff set a higher expectation for student behavior and building climate.

RECOMMENDED ACTION:

Approve School Board Policy 496, Faculty and Staff Dress and Appearance, as recommended by the School Board Policy Committee and Cabinet.

496 FACULTY AND STAFF DRESS AND APPEARANCE

I. PURPOSE AND BELIEF

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards, and that set an appropriate example for students. We believe that professionally dressed staff set a higher expectation for student behavior and building climate.

II. GENERAL STATEMENT OF POLICY

A. The school district recognizes that teachers and other staff members are role models for the students who come in contact with them during and after school hours. As role models, teachers and other staff should be conscious of their dress and grooming and how it may affect and be perceived by students, parents and community members.

Teachers and staff are expected to dress in a professional and appropriate manner that will be conducive to the educational environment. Employees should be clean, neat, well groomed and dressed in an appropriate manner for their individual work assignments.

A wide variety of teaching styles and activities occur among subject, age and grade levels. Therefore, activities and assignments planned for the day will influence, to a degree, the style of dress considered appropriate attire. Good judgment and common sense should be used in choosing appropriate attire.

The responsibility for determining appropriate grooming and dress consistent with this policy shall be under the supervision of the district and school level administrator.

Legal References: U.S. Const., amend. I
Kelley, Comm'r, Suffolk Cnty. Police Dep't v. Johnson, 425 U.S. 238 (1976)
Tardif v. Quinn, 545 F.2d 761 (1st Cir. 1976)
Miller v. Sch. Dist. No. 167, 495 F.2d 658 (7th Cir. 1974)
Morrison v. Hamilton Cnty. Bd. of Educ., 494 S.W.2d 770 (Tenn. 1973)

Cross References: WBLASB Policy 413 (Harassment and Violence)

WBLASB Policy 504 (Student Dress and Appearance)
WBLASB Policy 609 (Religion)

Agenda Item E-5c
November 13, 2023
School Board Meeting

AGENDA ITEM:	**Policy 497, Nepotism**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Operational Item**
CONTACT PERSON(S):	**Matt Mons, Director of Human Resources and General Counsel**

BACKGROUND:

School Board Policy 497, Nepotism, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in October and is being recommended for a second reading. There are no changes recommended to this policy.

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

RECOMMENDED ACTION:

Approve School Board Policy 497, Nepotism, as recommended by the School Board Policy Committee and Cabinet.

497 NEPOTISM

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

A. The district may employ family members of current employees. To be hired, transferred or promoted, close family members may *not*:

1. Be assigned to positions where one can directly impact the employment conditions or career of the other. This includes decisions involving hiring, termination, compensation, performance evaluation, discipline, promotional opportunities and work assignments; or

2. Be assigned to positions where one reports to, directs the work of, or otherwise has direct supervision of another close family member.

B. This policy shall apply to appointment of temporary and summer help, as well as contract employees (except as indicated in Article V).

C. This policy shall be interpreted and applied consistently with mandates of federal and state equal employment opportunity and discrimination laws.

III. DEFINITIONS

A. "Close Family Member." A close family member is a: parent or guardian, spouse, child, sibling, grandmother, grandfather, grandchildren, niece, nephew, aunt, uncle, first cousin, stepchild, stepmother, stepfather, stepsister and stepbrother, father and mother-in-law, daughter and son-in-law, brother and sister-in-law, domestic partner or a member of the employee's household.

B. "Direct" supervision means the authority to make, participate in, or recommend employment and/or compensation-related decisions

involving a close family member, including, but not limited to, decisions concerning hiring, promotion, transfer, discipline, termination, salary, evaluation, grievance resolution, or other similar personnel actions.

IV. ADDRESSING EXISTING CONFLICTS AND CHANGES IN RELATIONSHIP BETWEEN EMPLOYEES

A. The Department of Human Resources will be responsible for implementing the provisions of this policy based upon the information furnished by applicants and employees.

B. Any school district employee involved in a direct or indirect supervision relationship with a close family member that existed prior to the original approval date of this policy or that arises after the adoption of this policy shall promptly notify the Director of Human Resources of such relationship.

C. Applicant/employee is responsible and accountable for providing accurate and complete information regarding the identity of his/her "close family members" on disclosure forms/statements, including, but not limited to, those required for employment, assignment, transfer, or promotion.

D. Employees witnessing nepotism under this policy shall report such activity to the Director of Human Resources. No employee may be subject to reprimand or disciplinary action for good faith reports under this policy.

E. The district reserves the right to modify the employment relationship by whatever means necessary.

V. SPECIAL PROVISIONS

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

VI. COMPLIANCE WITH EQUAL OPPORTUNITY AND DISCRIMINATION LAWS

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

Legal References: Minn. Stat. Ch. 363 (Minnesota Human Rights Act)

42 U.S.C., Section 2000c et seq.(Title VII. of the Civil Rights Act)

Cross References: WBLASB Policy 401 (Equal Employment Opportunity)

Agenda Item E-5d
November 13, 2023
School Board Meeting

AGENDA ITEM:	**Policy 521, Student Disability Nondiscrimination**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Operational Item**
CONTACT PERSON(S):	**Lisa Ouren, Director of Student Support Services**

BACKGROUND:

School Board Policy 521, Student Disability Nondiscrimination, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in October and is being recommended for a second reading. The changes recommended to this policy are in sections I, and II, and the legal references.

The purpose of this policy is to protect students with disabilities from discrimination on the basis of disability and to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973 (Section 504), need services, accommodations, or programs in order that such learners may receive a free appropriate public education.

RECOMMENDED ACTION:

Approve School Board Policy 521, Student Disability Nondiscrimination, as recommended by the School Board Policy Committee and Cabinet.

Adopted: September 8, 1997
Revised: September 11, 2006
Revised: January 11, 2010
Revised: January 14, 2013
Revised: _____

White Bear Lake Area
School District #624 Policy 521

Revised: November 9, 2020

521 STUDENT DISABILITY NONDISCRIMINATION

I. PURPOSE

The purpose of this policy is to protect ~~disabled~~ students with disabilities from discrimination on the basis of disability and to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973 (Section 504), need services, accommodations, or programs in order that such learners may receive a free appropriate public education.

II. GENERAL STATEMENT OF POLICY

A. ~~Disabled s~~Students with disabilities who meet the criteria of Paragraph C below are protected from discrimination on the basis of ~~a~~ disability.

B The responsibility of the school district is to identify and evaluate learners who, within the intent of Section 504, need services, accommodations, or programs in order that such learners may receive a free appropriate public education.

C. For this policy, a learner who is protected under Section 504 is one who:

1. has a physical or mental impairment that substantially limits one or more of such person's major life activities; or

2. has a record of such an impairment; or

3. is regarded as having such impairment.

D. Learners may be protected from disability discrimination and be eligible for services, accommodations, or programs under the provisions of Section 504 even though they are not eligible for special education pursuant to the Individuals with Disabilities Education Act.

III. COORDINATOR

Persons who have questions, comments, or complaints should contact the Director of Student Support Services. This person is the school district's Americans with Disabilities Act/Section 504 Coordinator. Persons who wish to make a complaint regarding a disability discrimination matter may use the

accompanying Student Disability Discrimination Grievance Report Form. The form should be given to the ADA/Section 504 coordinator.

Legal References: ~~Pub.L.110-325, 122 Stat. 3553 (ADA Amendments Act of 2008, § 7)~~
42 U.S.C. Ch. 126 (Equal Opportunity for Individuals with Disabilities)
29 U.S.C. § 794 *et seq.* (§ 504 of Rehabilitation Act of 1973)
34 C.F.R. Part 104 (Section 504 Implementing Regulations)

Cross References: WBLAS Policy 402 (Disability Nondiscrimination)

Agenda Item E-5e
November 13, 2023
School Board Meeting

AGENDA ITEM:	**Policy 807, Health and Safety**
MEETING DATE:	**November 13, 2023**
SUGGESTED DISPOSITION:	**Operational Item**
CONTACT PERSON(S):	**Tim Wald, Assistant Superintendent for Finance and Operations**

BACKGROUND:

School Board Policy 807, Health and Safety, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in October and is being recommended for a second reading. The changes recommended to this policy are in sections II, IV, and V, and the legal references.

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

RECOMMENDED ACTION:

Approve School Board Policy 807, Health and Safety, as recommended by the School Board Policy Committee and Cabinet.

Adopted: July 9, 2012
Revised: October 12, 2015
Revised: November 14, 2016
Revised: November 9, 2020

White Bear Lake Area
School District #624 Policy 807

Revised: _____

807 HEALTH AND SAFETY

I. PURPOSE

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to implement a health and safety program that includes plans and procedures to protect employees, students, volunteers, and members of the general public who enter school district buildings and grounds. The objective of the health and safety program will be to provide a safe and healthy learning environment; to increase safety awareness; to help prevent accidents, illnesses, and injuries; to reduce liability; to assign duties and responsibilities to school district staff to implement and maintain the health and safety program; to establish written procedures for the identification and management of hazards or potential hazards; to train school district staff on safe work practices; and to comply with all health and safety, environmental, and occupational health laws, rules, and regulations.

B. All school district employees have a responsibility for maintaining a safe and healthy environment within the school district and are expected to be involved in the health and safety program to the extent practicable. For the purpose of implementing this policy, the school district may form a health and safety advisory committee to be appointed by the Superintendent or designee. The advisory committee will provide recommendations to the administration regarding plans and procedures to implement this policy and to establish procedures for identifying, analyzing, and controlling hazards, minimizing risks, and training school district staff on safe work practices. The committee will also recommend procedures for investigating accidents and enforcement of workplace safety rules. Each recommendation shall include estimates of annual costs of implementing and maintaining that proposed recommendation. The Superintendent or designee may request that the safety committee established under Minnesota Statutes, section ~~. Stat. §~~ 182.676 carry out all or part of the duties of the advisory committee or

the advisory committee may consider recommendations from a separate safety committee established under Minnesota Statutes, section~~. Stat. §~~ 182.676

III. PROCEDURES

A. Based upon recommendations from the health and safety advisory committee and subject to the budget adopted by the School Board to implement or maintain these recommendations, the administration will adopt and implement written plans and procedures for identification and management of hazards or potential hazards existing within the school district in accordance with federal, state, and local laws, rules, and regulations. Written plans and procedures will be maintained, updated, and reviewed by the School Board on an annual basis and shall be an addendum to this policy. The administration shall identify in writing a contact person to oversee compliance with each specific plan or procedure.

B. To the extent that federal, state, and local laws, rules, and regulations do not exist for identification and management of hazards or potential hazards, the health and safety advisory committee shall evaluate other available resources and generally accepted best practice recommendations. Best practices are techniques or actions which, through experience or research, have consistently proven to lead to specific positive outcomes.

C. The school district shall monitor and make good faith efforts to comply with any new or amended laws, rules, or regulations to control potential hazards.

IV. PROGRAM AND PLANS

A. For the purpose of implementing this policy, the administration will, within the budgetary limitations adopted by the School Board, implement a health and safety program that includes specific plan requirements in various areas as identified by the health and safety advisory committee. Areas that may be considered include, but are not limited to, the following:

1. Art Safety
2. Asbestos
3. Accident and Injury Reduction Program: Model AWAIR Program for Minnesota Schools
4. Bleacher Safety
5. Bloodborne Pathogens/ Infectious Waste
6. Combustible and Hazardous Materials Storage

7. Community Right to Know
8. Compressed Gas Safety
9. Confined Space Standard
10. Contagion Management
11. Control of Hazardous Energy Sources (Lockout/Tagout)
12. Electrical Safety
13. Emergency Lighting
14. Emergency Response Plan (Crisis Action Plan)
15. Employee Right to Know
16. Ergonomics Program
17. Fall Protection
18. Fire and Life Safety
19. First Aid/CPR/AED
20. Food Service Safety/Inspections
21. Forklift Safety
22. Hazardous Air Emissions Program (Boilers)
23. Hazardous Waste
24. Hearing Conservation
25. Hoist/Lift/Elevator Safety
26. Indoor Air Quality
27. Integrated Pest Management
28. Laboratory Safety Standard/Chemical Hygiene Plan
29. Lead
30. Machine Guarding
31. Mechanical Ventilation
32. Mercury
33. Mold Cleanup and Abatement
34. National Emission Standards for Hazardous Air Pollutants for School Generators Established by the United States E.P.A.
35. OSHA Inspections, OSHA 300 Logs
36. Personal Protective Equipment (PPE)
37. Playground Safety
38. Radon
39. Respiratory Protection
40. Safety Committee
41. Structural Safety
42. Technology Education Safety Program
43. Underground/Above Ground Storage Tanks
44. Welding/Cutting/Brazing
45. Other areas determined to be appropriate by the health and safety advisory committee.

If a risk is not present in the school district, the preparation of a plan or procedure for that risk will not be necessary.

B. The administration shall establish procedures to ensure, to the extent

practicable, that all employees are properly trained and instructed in job procedures, crisis response duties, and emergency response actions where exposure or possible exposure to hazards and potential hazards may occur.

C. The administration shall conduct or arrange safety inspections and drills. Any identified hazards, unsafe conditions, or unsafe practices will be documented and corrective action will be taken to the extent practicable to control that hazard, unsafe condition, or unsafe practice.

D. Communication from employees regarding hazards, unsafe or potentially unsafe working conditions, and unsafe or potentially unsafe practices is encouraged in either written or oral form. No employee will be retaliated against for reporting hazards or unsafe or potentially unsafe working conditions or practices.

E. The administration shall conduct periodic workplace inspections to identify potential hazards and safety concerns.

F. In the event of an accident or a near miss, the school district shall promptly conduct an accident investigation in order to determine the cause of the incident and to take action to prevent a similar incident. All accidents and near misses must be reported to an immediate supervisor as soon as possible.

V. BUDGET

The Superintendent or designee shall be responsible to provide for periodic School Board review and approval of the various plan requirements of the health and safety program, including current plan requirements and related written plans and procedures and recommendations for additional plan requirements proposed to be adopted. The Superintendent, or designee, shall annually prepare preliminary revenue and expenditure budgets for the school district's health and safety program in compliance with policy 701 Establishment and Adoption of School District Budget. ~~The preliminary budgets shall be accompanied by such written commentary as may be necessary to ensure clear understanding of the preliminary budget by the School Board and public. The School Board shall review the projected revenues and expenditures for this program and make such adjustments within the expenditure budget to carry out the current program and to implement new recommendations within the revenues projected and appropriated for this purpose. No funds may be expended for the health and safety program in any school year prior to the adoption of the budget document authorizing that expenditure for that year, or prior to the adoption of an amendment to that budget document by the School Board to authorize that expenditure for that year.~~ The health and safety program shall be implemented, conducted, and administered within the fiscal

restraints of the budget so adopted.

VI. ENFORCEMENT

Enforcement of this policy is necessary for the goals of the school district's health and safety program to be achieved. Within applicable budget limitations, school district employees will be trained and receive periodic reviews of safety practices and procedures, focusing on areas that directly affect the employees' job duties. Employees shall participate in practice drills. Willful violations of safe work practices may result in disciplinary action in accordance with applicable school district policies.

Legal References: Minn. Stat. §123B.56 (Health, Safety, and Environmental Management)
Minn. Stat. §123B.57 (~~Capital Expenditure;~~ Health and Safety Projects)
Minn. Stat. §182.676 (Safety Committee)
Minn. Rules Part 5208.0010 (Accident and Injury Reduction Program; Applicability)
Minn. Rules Park 5208.0070 (Accident and Injury Reduction Program; Alternative Forms of Committee)

Cross References: WBLASB Policy 407 (Employee Right to Know – Exposure to Hazardous Substances)
WBLASB Policy 701 (Establishment and Adoption of School District Budget)
WBLASB Policy 806 (Crisis Management Policy)