

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
MEETING PACKET**

March 4, 2024

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*

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

To: Members of the School Board

From: Dr. Wayne Kazmierczak
Superintendent of Schools

Date: February 28, 2024

A meeting of the White Bear Lake Area School Board will be held on **Monday, March 4, 2024** 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
3. American Indian Parent Advisory Committee Resolution of Concurrence or Nonconcurrence

D. DISCUSSION ITEMS

1. Naming of White Bear Lake Area High School Gymnasium
2. First Reading of School Board Policies:
 - a. 606.5, Library Materials;
 - b. 609, Religion;
 - c. 901, Community Education;
 - d. 903, Visitors to School District Property and Facilities;
 - e. 905, Advertising; and
 - f. 906, Community Notification of Predatory Offenders.The policies listed above will be on the April 8, 2024 agenda or subsequent agenda for a second reading.

E. OPERATIONAL ITEMS

1. Action on Naming of White Bear Lake Area High School Gymnasium
2. Action on Acceptance of Glasrud Grants
3. Action on Bids for Vadnais Heights Elementary Partial Roof Replacement

4. Action on Bids for Sunrise Park Middle School Renovation Technology Package
5. Action on School Board Policies:
 - a. 408, Subpoena of a School District Employee;
 - b. 409, Employee Publications, Instructional Materials, Inventions and Creations;
 - c. 410, Family and Medical Leave Act and District Leaves of Absence Policy;
 - d. 430, Employee/Visitor ID Badge; and
 - e. 904, Distribution of Materials on School District Property by Nonschool Persons.

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **March 4, 2024**
SUGGESTED DISPOSITION: **Action Items**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

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

Consent Agenda

- a) Approval of Minutes
- b) Payment of Invoices
- c) Acceptance of Gifts
- d) Field Trip Request(s)
- e) Human Resources Items

RECOMMENDED ACTION:

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

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **March 4, 2024**
SUGGESTED DISPOSITION: **Action Item**
CONTACT PERSON(S): **Scott Arcand, 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, February 12, 2024** 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. Acting Chair Thompson called the meeting to order at 5:30 p.m.
2. Roll Call - Present: Thompson, Arcand, Beloyed, Daniels, Newmaster, Streiff Oji.
Absent: Ellison.
Ex-Officio: Dr. Wayne Kazmierczak.
3. Pledge of Allegiance.
4. Newmaster moved and Daniels seconded to approve the agenda as presented.
Voice vote: Ayes, Thompson, Arcand, Beloyed, Daniels, Newmaster, Streiff Oji. Nays, none. Motion carried.
5. Beloyed moved and Newmaster seconded to approve the consent agenda consisting of:
 - a) Minutes for Board meetings on January 8, 2024, and January 22, 2024;
 - 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**
 - GETSH DEWO – Bus Driver - Bus Garage
Employed by District 624 since 10/18/2023
Effective Date: 01/23/2024
 - JULIE LAW – NS Assistant - WBLAHS - North Campus
Employed by District 624 since 01/16/2024
Effective Date: 01/16/2024
 - RANDI LAVENDER – NS Assistant - WBLAHS - North Campus
Employed by District 624 since 09/05/2023
Effective Date: 12/20/2023
 - GLORIANNE OLSON – Paraeducator - Sunrise Park Middle School
Employed by District 624 since 10/30/2023
Effective Date: 01/12/2024
 - ANDREA MCSORLEY – NS Assistant - WBLAHS - South Campus
Employed by District 624 since 11/27/2023
Effective Date: 01/26/2024
 - JESSICA MILLER – Paraeducator - Normandy Park
Employed by District 624 since 11/08/2023
Effective Date: 01/08/2024
 - CAITLIN PALMER – OST Program Assistant - Lakeaires Elementary
Employed by District 624 since 09/20/2023
Effective Date: 01/02/2024
 - MITCHELL PATRICK – OST Program Assistant - Lincoln Elementary

Employed by District 624 since 08/28/2002

Effective Date: 12/15/2023

MARY REESE – ELL Assistant - WBLAHS - South Campus

Employed by District 624 since 10/16/2023

Effective Date: 12/05/2023

TARA WANGEN – NS Assistant - Central Middle School

Employed by District 624 since 09/05/2023

Effective Date: 01/31/2024

REBECCA WOHRLE – NS Assistant - WBLAHS - North Campus

Employed by District 624 since 10/30/2023

Effective Date: 01/03/2024

➤ **RETIREMENT – CERTIFIED STAFF**

TRACY BLODGETT – Special Education Teacher - Otter Lake Elementary

Employed by District 624 since 08/21/1997

Effective Date: 06/07/2024

LISA SLACK – 1st Grade Teacher - Otter Lake Elementary

Employed by District 624 since 08/30/1988

Effective Date: 04/08/2024

➤ **EXTRA ASSIGNMENT – CERTIFIED STAFF**

SARAH ATKINS – .2 FTE Science Teacher - WBLAHS - South Campus

MA + 60, step 10 \$7,600.71

Effective Date: 01/29/2024 through 06/07/2024

NOEL ANDERJOHN – .2 FTE Math Teacher - WBLAHS - South Campus

MA + 60, step 13 \$10,035.53

Effective Date: 01/29/2024 through 06/07/2024

LEANN BURRIS – .25 FTE Social Studies Teacher - ALC

BA + 30, step 13 \$4,874.24

Effective Date: 01/29/2024 through 04/05/2024

MATTHEW DANIELSON – .2 FTE Math Teacher - WBLAHS - South Campus

MA + 60, step 13 \$9,963.93

Effective Date: 01/29/2024 through 06/07/2024

BRIETTA HUTSON – .2 FTE Math Teacher - WBLAHS - South Campus

MA + 60, step 13 \$9,196.68

Effective Date: 01/29/2024 through 06/07/2024

TYLER PETERSON – .1 FTE Art Teacher - WBLAHS - North Campus

MA + 0, step 13 \$4,085.22

Effective Date: 01/29/2024 through 06/07/2024

AMY SAARIBOVRE – .2 FTE Math Teacher - WBLAHS - South Campus

BA + 45, step 9 \$6,069.05

Effective Date: 01/29/2024 through 06/07/2024

DONNA STARUCK – .2 FTE Speech Language Pathologist - Normandy Park

MA, step 13 \$8,969.73

Effective Date: 01/02/2024 through 06/28/2024

SUSAN STEPHAN – .2 FTE Math Teacher - WBLAHS - South Campus

MA + 60, step 13 \$10,035.53

Effective Date: 01/29/2024 through 06/07/2024

TYLER STRAND – .1 FTE Special Education Teacher - Central Middle School

BA, step 1 \$2,334.29

Effective Date: 01/30/2024 through 06/07/2024

- **CHANGE IN ASSIGNMENT – NON-AFFILIATED STAFF**
COLLEEN IMMEL – From Custodian - Elementary
 To - Assistant Director of Building Operations - District Center
 Annual salary \$95,000
 Effective Date: 02/26/2024
- **CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**
TZA-LA LEE – Behavior Management Assistant - Matoska International
 From 5.5 hrs. To 4.25 hrs.
 Effective Date: 12/04/2023
- **CHANGE IN ASSIGNMENT – CERTIFIED STAFF**
ANNA EICHHORN – From Speech Language Pathologist 3-5 - Normandy Park
 To Speech Language Pathologist B-2 - Normandy Parky
 Effective Date: 07/01/2024
- **TEMPORARY CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**
STEVEN ENGSTRAN – From Custodian - Central Middle School
 To Truck Driver - District Wide
 From \$20.20 to \$22.58
 Effective Date: 02/2024 to 05/24/2024
- **FULL-TIME LEAVE OF ABSENCE – CLASSIFIED STAFF**
BRIANNA GRIMALUSKUS - Paraeducator - Oneka Elementary
 Employed by District 624 since 09/06/2021
 Effective Date: 09/25/2023 through 12/15/2023
- **FULL-TIME LEAVE OF ABSENCE – CERTIFIED STAFF**
BRIAN GRIEBENOW – Physical Education Teacher - Birch Lake Elementary
 Employed by District 624 since 08/20/2014
 Effective Date: 01/02/2024 - 02/09/2024
JOSHUA LEHR – Language Arts Teacher - WBLAHS - North Campus
 Employed by District 624 since 08/27/2009
 Effective Date: 11/27/2023 - 01/12/2024
LISA NELSON – Speech Language - Normandy Park
 Employed by District 624 since 08/23/2021
 Effective Date: 01/10/2024 - 06/27/2024
TAYLOR NELSON – 3rd Grade Teacher - Otter Lake Elementary
 Employed by District 624 since 08/13/2018
 Effective Date: 09/12/2023 - 06/07/2024
JEREMY ROCKFORD – Music Teacher - WBLAHS - North Campus
 Employed by District 624 since 08/24/1998
 Effective Date: 10/23/2023 - 01/31/2024
HANNAH SEYB ENSMAN – Science Teacher - WBLAHS - North Campus
 Employed by District 624 since 08/29/2022
 Effective Date: 11/6/2023 - 02/19/2024
LINDSEY THOMAS – 1st Grade Teacher - Oneka Elementary
 Employed by District 624 since 08/26/2010
 Effective Date: 08/28/2023 - 12/15/2023
MARY VANDER BERG – Kindergarten Teacher - Otter Lake Elementary
 Employed by District 624 since 08/13/2018
 Effective Date: 01/08/2023 - 06/07/2024
- **NEW PERSONNEL – CLASSIFIED STAFF**

- CINDY AMMERMAN – OST Special Education Paraprofessional - Oneka Elementary
\$20.61 per hr., 14.99 hrs. per wk.
Effective Date: 01/29/2024
- CAROL BACON – AA to Assistant Superintendent- District Center
\$25.48 per hr., 40 hrs. per wk.
Effective Date: 01/31/2024
- TIMOTHY BERKLEY – NS Assistant - WBLAHS - North Campus
\$17.50 per hr., 18.75 hrs. per wk.
Effective Date: 1/22/2024
- TREY BRANDENBURG – Bus Driver - Bus Garage
\$20.90 per hr., 25 hrs. per wk.
Effective Date: 01/29/2024
- AMINA BOULALEH – Paraeducator -Normandy Park
\$20.61 per hr., 15 hrs. per wk.
Effective Date: 1/19/2024
- KELSEY FORREST – OST Program Assistant - Otter Lake Elementary
\$18.50 per hr., 17.50 hrs. per wk.
Effective Date: 02/05/2024
- JULIE LANE – NS Assistant - WBLAHS - North Campus
\$17.50 per hr., 18.75 hrs. per wk.
Effective Date: 1/16/2024
- MADISON LIBRA – Paraeducator -Birch Lake Elementary
\$20.61 per hr., 32.5 hrs. per wk.
Effective Date: 1/16/2024
- ELLEN NELSON – Paraeducator -Central Middle School
\$20.61 per hr., 32.5 hrs. per wk.
Effective Date: 01/18/2024
- IRENE NETO – Paraeducator - WBLAHS - North Campus
\$20.61 per hr., 32.5 hrs. per wk.
Effective Date: 01/26/2024
- MATHEW UHLIR – OST Paraeducator - Otter Lake Elementary
\$20.61 per hr., 20 hrs. per wk.
Effective Date: 01/16/2024
- GRETCHEN ULVIN – Early Childhood Assistant - Normandy Park
\$20.12 per hr., 27.5 hrs. per wk.
Effective Date: 02/15/2024
- **NEW PERSONNEL – CERTIFIED STAFF**
- ANNA MARKWARDT– Psychologist - Birch Lake Elementary
1.0 FTE MA+60 Step 9 \$76,751
Effective Date: 03/01/2024
- JOHN LEE – Speech Language Pathologist - ECSE & Central Middle School
1.0 FTE BA+60 Step 3 \$56,252
Effective Date: 12/14/2023
- **LONG TERM SUBSTITUTE - CERTIFIED STAFF**
- KYLE DAHLEN – DAPE & Physical Education Teacher - Birch Lake Elementary
1.0 FTE MA Step 2 \$8,685
Effective Date: 01/02/2024 - 02/09/2024
- JOSHUA DEWITT – 1st Grade Teacher - Otter Lake Elementary
1.0 FTE BA Step 1 \$11,543.19

Effective Date: 04/08/2024 - 06/07/2024

KELSEY MAGSAM – Kindergarten Teacher - Otter Lake Elementary

1.0 FTE BA Step 1 \$23,086

Effective Date: 01/31/2024 - 06/07/2024

KYLIE NYBAKKEN – Language Arts Teacher - WBLAHS - North Campus

1.0 FTE BA Step 1 \$23,599.42

Effective Date: 01/29/24- 06/07/2024

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

B. PUBLIC FORUM - Tim Klecker

C. INFORMATION ITEMS

1. Student Recognition - Students in the cast, crew, and pit orchestra in the high school musical “Little Shop of Horrors” were recognized and congratulated by Dr. Kazmierczak for earning state recognition from the Hennepin Trust Theatre Spotlight Awards.
2. Superintendent’s Report - Arianna Vann-Cook spoke about the Black Student Union’s Annual Showcase on February 15. She also mentioned spring sport registration and the White Bear Center for the Arts writing contest, *WriteNow!* Dr. Kazmierczak recognized and thanked our School Board members and student liaisons for their service for Minnesota School Board Recognition Month. He spoke about the upcoming Coffee with Dr. K on February 22. He also gave information about Teacher of the Year nominations.

D. DISCUSSION ITEMS

1. Overview of FY 2023-24 Revised Budget - Andi Johnson, Director of Finance and Tim Wald, Assistant Superintendent for Finance and Operations, presented an overview of the revised fiscal year 2023-24 budget.
2. First Reading of School Board Policies: a. 408, Subpoena of a School District Employee; b. 409, Employee Publications, Instructional Materials, Inventions and Creations; c. 410, Family and Medical Leave Act and District Leaves of Absence Policy; d. 430, Employee/Visitor ID Badge; and e. 904, Distribution of Materials on School District Property by Nonschool Persons. The policies listed above will be on the March 4, 2024 or subsequent agenda for a second reading.

E. OPERATIONAL ITEMS

1. Streiff Oji moved and Beloyed seconded to approve the action on FY 2023-24 Revised Budget. ***Roll call vote: Ayes, Thompson, Arcand, Beloyed, Daniels, Newmaster, Streiff Oji. Nays, none. Motion carried.***
2. Daniels moved and Beloyed seconded to approve the action on the Annual Resolution Directing the Administration to Make Recommendations for Reductions in Programs and Positions and Reasons Therefore. ***Roll call vote: Ayes, Thompson, Arcand, Beloyed, Daniels, Newmaster, Streiff Oji. Nays, none. Motion carried.***
3. Arcand moved and Newmaster seconded to approve the action on the Tentative Agreement – 2023-25 Fiscal Years Clerical School Service Employees SEIU Local 284. ***Roll call vote: Ayes, Thompson, Arcand, Beloyed, Daniels, Newmaster, Streiff Oji. Nays, none. Motion carried.***
4. Arcand moved and Daniels seconded to approve the action on the Tentative Agreement – 2023-25 Fiscal Years Paraeducator School Service Employees SEIU

Local 284. ***Roll call vote: Ayes, Thompson, Arcand, Beloyed, Daniels, Newmaster, Streiff Oji. Nays, none. Motion carried.***

5. Arcand moved and Streiff Oji seconded to approve the action on Tentative Agreement – 2023-25 Fiscal Year Principals' Association. ***Roll call vote: Ayes, Thompson, Arcand, Beloyed, Daniels, Newmaster, Streiff Oji. Nays, none. Motion carried.***

F. BOARD FORUM

- G. ADJOURNMENT** - Arcand moved and Daniels seconded to adjourn the meeting at 6:11 p.m. ***Voice vote: Ayes, Thompson, Arcand, Beloyed, Daniels, Newmaster, Streiff Oji. Nays, none. Motion carried.***

Submitted by: Scott Arcand, 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, February 26, 2024** at 5:30 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN. This meeting was open to the public and a recording is posted on the website.

AGENDA

A. PROCEDURAL ITEMS

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

B. DISCUSSION ITEMS

1. Bear Care Health & Wellness Clinic Update - Lisa Ouren, Director of Student Support Services, along with Dr. Jessica Mieke, Clinic Director; Amy Martinez Svendsen, Nurse Manager; and Dr. Lisa Borenman, Mental Health Provider from Rise Up Health Clinics, a non-profit health organization that operates the Bear Care School-Based Health Center presented an update on the no-cost clinic that provides health services to all students in the White Bear Lake Area School District.

Deb Beloyed joined the meeting at 5:36 p.m.

2. Sunrise Park Middle School/Mariner Middle School Transition Update - Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning, and Christina Pierre, Sunrise Park Middle School Principal presented an update on the transition process for Sunrise Park Middle School/Mariner Middle School.
3. Ethnic Studies Update - Brenton Shavers, Director of Educational Equity and Achievement, Jen Babiash, Director of Teaching and Learning, Russ Reetz, White Bear Lake Area High School Principal, Briana Santoscoy, Family Engagement Coordinator, and Mark Domschot, Social Studies teacher provided an update on the program.

C. NEGOTIATIONS

**This portion of the meeting may be closed to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minn. Stat. 179A.01 to 179A.25.*

Newmaster moved and Thompson seconded to move into closed session at 6:35 p.m. **Voice vote: Ayes, Arcand, Beloyed, Daniels, Ellison, Newmaster, Thompson. Nays, none. Motion carried.**

The meeting went into closed session at 6:42 p.m.

The meeting went into open session at 6:50 p.m.

- E. **ADJOURNMENT** - Arcand moved and Daniels seconded to adjourn the meeting at 6:51 p.m. ***Voice vote: Ayes, Arcand, Beloyed, Daniels, Ellison, Newmaster, Thompson. Nays, none. Motion carried.***

Submitted by: Scott Arcand, clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **March 4, 2024**

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 - February 2024

		<u>2/15/2024</u>	<u>2/29/20234</u>
Direct Deposit	900697551 - 900699041	2,296,297.26	
Direct Deposit	900699042 - 900700478		2,244,703.42

Check Number	Vendor	Amount	Check Date	Check Type
130647	MILACA WOLVES ARCHERY	(\$108.00)	2/20/2024	V
137823	CRANKWHEEL	(\$245.00)	2/28/2024	V
138667	LAKES INTERNATIONAL LANGUAGE ACADEMY	(\$460.00)	2/5/2024	V
138815	WASHINGTON COUNTY	\$4,407.66	2/2/2024	R
138816	MILACA WOLVES ARCHERY	\$108.00	2/5/2024	R
138817	LAKES INTERNATIONAL LANGUAGE ACADEMY	\$460.00	2/5/2024	R
138818	RED LUNA	\$269.00	2/5/2024	R
138819	GREATER TWIN CITIES UNITED WAY	\$15.00	2/6/2024	R
138820	IUOE LOCAL 70	\$1,455.50	2/6/2024	R
138821	SCHOOL SERVICE EMPLOYEES	\$7,814.99	2/6/2024	R
138822	WBLA EDUCATIONAL FOUNDATION	\$490.29	2/6/2024	R
138823	DS ERICKSON & ASSOC PLLC	\$698.92	2/6/2024	R
138824	GURSTEL CHARGO ATTORNEYS AT LAW	\$357.36	2/6/2024	R
138825	MESSERLI & KRAMER PA	\$321.48	2/6/2024	R
138826	SCHWEIGERT, KLEMIN & MCBRIDE, P.C.	\$39.35	2/6/2024	R
138827	A-1 HYDRAULIC SALES & SERVICE INC	\$52.19	2/7/2024	R
138828	ALBRECHT, GARY A.	\$79.00	2/7/2024	R
138829	ALL STRINGS ATTACHED	\$1,104.00	2/7/2024	R
138830	ALLSTREAM	\$15,242.42	2/7/2024	R
138831	AMAZON CAPITAL SERVICES	\$0.00	2/7/2024	C
138832	AMAZON CAPITAL SERVICES	\$0.00	2/7/2024	C
138833	AMAZON CAPITAL SERVICES	\$0.00	2/7/2024	C
138834	AMAZON CAPITAL SERVICES	\$3,440.93	2/7/2024	R
138835	ASL INTERPRETING SERVICES INC	\$132.00	2/7/2024	R
138836	AUTONATION FORD WBL	\$63.64	2/7/2024	R
138837	BELL, ROYCE	\$103.00	2/7/2024	R
138838	BIO-RAD LABORATORIES	\$785.72	2/7/2024	R
138839	BLICK ART MATERIALS	\$11,570.83	2/7/2024	R
138840	BOWMAN, JANET	\$33.75	2/7/2024	R
138841	BRIGHTSTAR CARE OF ST PAUL	\$5,040.00	2/7/2024	R
138842	BROWN, BRUCE	\$66.00	2/7/2024	R
138843	BURGRAFF, HALEY	\$180.00	2/7/2024	R
138844	BURVILLE, SAMUEL E	\$85.00	2/7/2024	R
138845	CARDINAL, KATHLEEN T.	\$272.43	2/7/2024	R
138846	CARROLL, RUTH	\$52.00	2/7/2024	R
138847	CDW GOVERNMENT INC	\$886.46	2/7/2024	R
138848	CINTAS CORP	\$356.31	2/7/2024	R
138849	CONTINENTAL RESEARCH CORP	\$892.62	2/7/2024	R
138850	COOK, GERIAND	\$103.00	2/7/2024	R
138851	CRAFT, PATRICIA S.	\$118.15	2/7/2024	R
138852	DEJARLAIS, MARILYN	\$274.98	2/7/2024	R
138853	DEMCO INC	\$92.13	2/7/2024	R
138854	DOMEIER, MARILYN	\$48.03	2/7/2024	R
138855	DOUGLAS, SANDRA L.	\$475.00	2/7/2024	R
138856	DRAEGERT, SHARON	\$11.90	2/7/2024	R

138857 DEFINITIVE TECHNOLOGY SOLUTIONS	\$170.00	2/7/2024 R
138858 ECKROTH MUSIC	\$80.00	2/7/2024 R
138859 ESPRESSO SERVICES INC	\$131.86	2/7/2024 R
138860 FASTENAL COMPANY	\$491.73	2/7/2024 R
138861 FESTIVAL FOODS-KNOWLAN'S	\$676.56	2/7/2024 R
138862 FLOWERS, CHRIS	\$66.00	2/7/2024 R
138863 FLYNN, BARBARA A.	\$9.75	2/7/2024 R
138864 FOLLETT CONTENT SOLUTIONS LLC	\$264.72	2/7/2024 R
138865 FRENDIN, KEVIN	\$95.00	2/7/2024 R
138866 GALENTI, ELIZABETH	\$79.00	2/7/2024 R
138867 GALLOWAY, NATHANIEL	\$95.00	2/7/2024 R
138868 GANYAW, SAMUEL M.	\$162.00	2/7/2024 R
138869 GARDNER, TRAVIS	\$84.00	2/7/2024 R
138870 GARVEY, PATRICIA	\$173.40	2/7/2024 R
138871 GLYNN, THOMAS J.	\$84.00	2/7/2024 R
138872 GOPHER	\$67.09	2/7/2024 R
138873 GREATER WBL COMM FOUNDATION	\$1,000.00	2/7/2024 R
138874 GROTH MUSIC CO	\$9.90	2/7/2024 R
138875 GRUNDHAUSER, CECELIA	\$138.00	2/7/2024 R
138876 HAAG, LOIS	\$55.25	2/7/2024 R
138877 HALO TRANSPORTATION	\$28,006.00	2/7/2024 R
138878 HAMER, KAREN	\$39.95	2/7/2024 R
138879 HANDLIN, BEATRICE R.	\$85.00	2/7/2024 R
138880 HOLMIN, CLEO A.	\$17.60	2/7/2024 R
138881 HOMELAND HEALTH SPECIALISTS INC	\$400.00	2/7/2024 R
138882 HOTSY MINNESOTA	\$449.71	2/7/2024 R
138883 HUBBARD, MICHELLE K.	\$24.00	2/7/2024 R
138884 HUGO BUSINESS ASSOCIATION	\$75.00	2/7/2024 R
138885 INNOVATIVE OFFICE SOLUTIONS	\$0.00	2/7/2024 C
138886 INNOVATIVE OFFICE SOLUTIONS	\$1,758.54	2/7/2024 R
138887 IRONDALE HIGH SCHOOL	\$49.00	2/7/2024 R
138888 IXL LEARNING	\$719.00	2/7/2024 R
138889 JALLEN, SCOTT	\$177.00	2/7/2024 R
138890 JENSEN, ETOILE W.	\$143.80	2/7/2024 R
138891 JOHNSON, GRANT	\$128.00	2/7/2024 R
138892 JOHNSON, KEITH	\$103.00	2/7/2024 R
138893 KATH FUEL OIL SERVICE CO	\$160.00	2/7/2024 R
138894 KEYSTONE INTERPRETING SOLUTIONS	\$508.25	2/7/2024 R
138895 KLINGSPORN, TODD	\$84.00	2/7/2024 R
138896 KNIGHT, MARTIN C.	\$79.00	2/7/2024 R
138897 LABORE, JULIE L.	\$42.80	2/7/2024 R
138898 LALIBERTE, DAMON	\$84.00	2/7/2024 R
138899 LARSON, MARY I.	\$17.63	2/7/2024 R
138900 LEDER, JARROD D.	\$112.50	2/7/2024 R
138901 LEE, ISABELLA G.	\$81.00	2/7/2024 R
138902 LEHNER, MICHAEL	\$160.00	2/7/2024 R
138903 LIFE FITNESS, LLC	\$104,785.52	2/7/2024 R

138904 LINZMEIER, STEVEN J.	\$117.00	2/7/2024 R
138905 LITCH, KARLA K.	\$184.80	2/7/2024 R
138906 LUBE-TECH & PARTNERS	\$341.04	2/7/2024 R
138907 LUNDGREN, JOANNE M.	\$175.53	2/7/2024 R
138908 MAC RUNNEL, MINDY L.	\$373.91	2/7/2024 R
138909 MALLOY/MONTAGUE/KARNOWSKI & CO	\$19,500.00	2/7/2024 R
138910 MATRIOUS, VICKI	\$43.20	2/7/2024 R
138911 MCCRAY EXPRESS SPORTS NETWORK	\$744.00	2/7/2024 R
138912 MESA ALFREDO	\$84.00	2/7/2024 R
138913 MILLER, NISSA R.	\$98.00	2/7/2024 R
138914 MINNESOTA EDUCATION EQUITY PARTNERSHIP	\$3,000.00	2/7/2024 R
138915 MN CHILDRENS MUSEUM	\$494.00	2/7/2024 R
138916 MN SAFETY COUNCIL INC	\$460.00	2/7/2024 R
138917 MOYNIHAN, LINDSAY	\$79.00	2/7/2024 R
138918 MWASSA, NAMBI N.	\$85.00	2/7/2024 R
138919 NCS PEARSON INC	\$532.68	2/7/2024 R
138920 NIKOLIC, CONNOR	\$103.00	2/7/2024 R
138921 NORTH CENTRAL TRUCK EQUIPMENT	\$96,226.73	2/7/2024 R
138922 NORTH CENTRAL INTERNATIONAL, LLC	\$154.31	2/7/2024 R
138923 O'NEIL, LOIS	\$47.60	2/7/2024 R
138924 O'REILLY AUTOMOTIVE INC	\$27.98	2/7/2024 R
138925 OLSON, PETER G.	\$160.00	2/7/2024 R
138926 OLSON, SUZANNE K.	\$149.60	2/7/2024 R
138927 OXYGEN SERVICE COMPANY INC	\$183.42	2/7/2024 R
138928 PAOLUCCI, JULIA	\$239.23	2/7/2024 R
138929 PAULSON, MICHAEL J.	\$98.40	2/7/2024 R
138930 PAYDHEALTH	\$30,559.01	2/7/2024 R
138931 PICKERING AND SCHAITBERGER	\$25.60	2/7/2024 R
138932 PITNEY BOWES PURCHASE POWER	\$110.44	2/7/2024 R
138933 PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	\$65.97	2/7/2024 R
138934 PITTENGER, VICKI	\$97.60	2/7/2024 R
138935 PODS COMPLETE CAR CARE	\$519.98	2/7/2024 R
138936 POMP'S TIRE SERVICE	\$1,411.64	2/7/2024 R
138937 PRESS PUBLICATIONS	\$4,719.00	2/7/2024 R
138938 PROFESSIONAL WIRELESS COMM	\$110.55	2/7/2024 R
138939 QUISTAD, IDA	\$63.33	2/7/2024 R
138940 R & R SPECIALTIES INC	\$82.35	2/7/2024 R
138941 RADAR CONSULTING LLC	\$1,000.00	2/7/2024 R
138942 REKSTAD, BRADLEY M.	\$84.00	2/7/2024 R
138943 RELIABLE MEDICAL SUPPLY INC	\$3,516.00	2/7/2024 R
138944 ROETTGER, DEBRA	\$105.40	2/7/2024 R
138945 ROETTGER, DORIS	\$433.20	2/7/2024 R
138946 ROSEVILLE AREA HIGH SCHOOL	\$100.00	2/7/2024 R
138947 RUCKER, HENRY	\$66.00	2/7/2024 R
138948 SCHMIDT, AMY	\$98.00	2/7/2024 R
138949 SCHNEIDER, STEVEN A.	\$84.00	2/7/2024 R
138950 SCHROEDER, JULIE	\$20.00	2/7/2024 R

138951 SHERMAN, JULIE	\$459.00	2/7/2024 R
138952 SKOW, KAREN L.	\$4,182.75	2/7/2024 R
138953 SLEEMAN, BRAD	\$97.00	2/7/2024 R
138954 STOFFEL, EMMANUEL	\$301.00	2/7/2024 R
138955 SVAC, NICK	\$177.00	2/7/2024 R
138956 TAYLOR PUBLISHING COMPANY	\$2,445.57	2/7/2024 R
138957 TEACHER SYNERGY LLC	\$30.09	2/7/2024 R
138958 TEACHERS ON CALL	\$0.00	2/7/2024 C
138959 TEACHERS ON CALL	\$23,966.28	2/7/2024 R
138960 TESSIER, NEIL	\$97.00	2/7/2024 R
138961 THOMPSON, ERROL	\$84.00	2/7/2024 R
138962 TRADE PRESS INC	\$1,012.00	2/7/2024 R
138963 TWIN CITY TRANSPORTATION INC	\$78,607.23	2/7/2024 R
138964 UKPOKOLO, ANITA I.	\$255.00	2/7/2024 R
138965 VAIL RESORTS MANAGEMENT CO., INC.	\$2,184.30	2/7/2024 R
138966 VASALOPPET INC	\$350.00	2/7/2024 R
138967 VICTORY LANES & SPORTS BAR LLC	\$662.06	2/7/2024 R
138968 WALD, AMANDA	\$98.00	2/7/2024 R
138969 WALTER, BRIAN M.	\$95.00	2/7/2024 R
138970 WARREN, MICHELE	\$267.20	2/7/2024 R
138971 WAYZATA HIGH SCHOOL	\$49.00	2/7/2024 R
138972 WHITE BEAR LAWN & SNOW	\$864.00	2/7/2024 R
138973 WHITE BEAR LAKE AREA HISTORICAL SOCIETY	\$2,250.00	2/7/2024 R
138974 WINONA STATE UNIVERSITY	\$750.00	2/7/2024 R
138975 WINONA STATE UNIVERSITY	\$750.00	2/7/2024 R
138976 ZABADAL, GEORGE J.	\$206.00	2/7/2024 R
138977 350 DEGREES BAKERY	\$350.00	2/13/2024 R
138978 AG PARTS LTD	\$2,112.65	2/13/2024 R
138978 AG PARTS LTD	(\$2,112.65)	2/21/2024 V
138979 AMAZON CAPITAL SERVICES	\$0.00	2/13/2024 C
138980 AMAZON CAPITAL SERVICES	\$0.00	2/13/2024 C
138981 AMAZON CAPITAL SERVICES	\$0.00	2/13/2024 C
138982 AMAZON CAPITAL SERVICES	\$0.00	2/13/2024 C
138983 AMAZON CAPITAL SERVICES	\$0.00	2/13/2024 C
138984 AMAZON CAPITAL SERVICES	\$0.00	2/13/2024 C
138985 AMAZON CAPITAL SERVICES	\$0.00	2/13/2024 C
138986 AMAZON CAPITAL SERVICES	\$0.00	2/13/2024 C
138987 AMAZON CAPITAL SERVICES	\$5,834.74	2/13/2024 R
138988 ANDERSON, ERIC JOHN	\$160.00	2/13/2024 R
138989 ANOKA COUNTY PROPERTY TAX & TAXATION	\$343.29	2/13/2024 R
138990 APPLE VALLEY SPEECH DEBATE ALUMNI FOUNDATION	\$171.00	2/13/2024 R
138991 AQUA NORTH SOLUTIONS	\$0.00	2/13/2024 C
138992 AQUA NORTH SOLUTIONS	\$4,277.00	2/13/2024 R
138993 ARAMARK	\$820.68	2/13/2024 R
138994 ARRIOLA, MARK W.	\$97.00	2/13/2024 R
138995 ARVIG	\$1,972.20	2/13/2024 R
138996 ASL INTERPRETING SERVICES INC	\$716.00	2/13/2024 R

138997 AUTONATION FORD WBL	\$152.20	2/13/2024 R
138998 BENNEK, JOE	\$160.00	2/13/2024 R
138999 BLADE, JULIE M.	\$485.94	2/13/2024 R
139000 BLUUM OF MINNESOTA, LLC	\$4,656.05	2/13/2024 R
139001 BRIGHTSTAR CARE OF ST PAUL	\$3,600.00	2/13/2024 R
139002 CAMMACK, HANNAH	\$225.82	2/13/2024 R
139003 CAMPBELL, BENTON	\$177.00	2/13/2024 R
139004 CANEFF, JAKE A.	\$160.00	2/13/2024 R
139005 CAPITAL ONE TRADE CREDIT	\$178.92	2/13/2024 R
139006 CARLSON, KEATON	\$66.00	2/13/2024 R
139007 CAROLINA BIOLOGICAL SUPPLY	\$55.55	2/13/2024 R
139008 CEL PUBLIC RELATIONS, INC	\$2,000.00	2/13/2024 R
139009 CINTAS CORP	\$44.92	2/13/2024 R
139010 COGENT COMMUNICATIONS	\$1,845.00	2/13/2024 R
139011 CONTINENTAL CLAY CO	\$2,101.22	2/13/2024 R
139012 DARK KNIGHT SOLUTIONS	\$400.00	2/13/2024 R
139013 DEGEZELLE, KEVIN	\$84.00	2/13/2024 R
139014 DEMCO INC	\$94.57	2/13/2024 R
139015 DERAAD, MAX D.	\$535.70	2/13/2024 R
139016 DILLON, ROBERT	\$2,400.00	2/13/2024 R
139017 DEFINITIVE TECHNOLOGY SOLUTIONS	\$170.00	2/13/2024 R
139018 ECKROTH MUSIC	\$0.00	2/13/2024 C
139019 ECKROTH MUSIC	\$688.98	2/13/2024 R
139020 EL DORADO, JAMES	\$66.00	2/13/2024 R
139021 ENGSTROM, MARK	\$97.00	2/13/2024 R
139022 ESTES, HAYLEY	\$177.00	2/13/2024 R
139023 FEDERAL SUPPLY USA	\$608.64	2/13/2024 R
139024 FESTIVAL FOODS-KNOWLAN'S	\$47.74	2/13/2024 R
139025 FIRST STUDENT INC	\$258,765.34	2/13/2024 R
139026 FUTURE READY LEARNING	\$2,000.00	2/13/2024 R
139027 GALLOWAY, NATHANIEL	\$103.00	2/13/2024 R
139028 GARCIA, JOSEPH	\$97.00	2/13/2024 R
139029 GRAINGER	\$571.76	2/13/2024 R
139030 GRANDMA'S BAKERY INC	\$62.40	2/13/2024 R
139031 GREATAMERICA FINANCIAL SERVICES	\$349.85	2/13/2024 R
139032 GROTH MUSIC CO	\$16.94	2/13/2024 R
139033 HAAS MUSICAL INSTRUMENT REPAIR	\$87.00	2/13/2024 R
139034 HAINLIN, ROBERTA	\$26.40	2/13/2024 R
139035 HANDLIN, BEATRICE R.	\$85.00	2/13/2024 R
139036 HORN, TYLER	\$120.00	2/13/2024 R
139037 HOSA - FUTURE HEALTH PROFESSIONALS	\$220.00	2/13/2024 R
139038 HUGO EQUIPMENT CO	\$107.33	2/13/2024 R
139039 HUGO FEED MILL & HARDWARE	\$4.98	2/13/2024 R
139040 IMAGE BUILDERS	\$3,235.00	2/13/2024 R
139041 INNOVATIVE OFFICE SOLUTIONS	\$352.29	2/13/2024 R
139042 JOSTENS INC	\$12.50	2/13/2024 R
139043 JUNIOR ACHIEVEMENT	\$1,008.00	2/13/2024 R

139044 JW PEPPER & SON INC	\$495.27	2/13/2024 R
139045 KAIRYS, RAMUNAS	\$26.75	2/13/2024 R
139046 KATH FUEL OIL SERVICE CO	\$6,825.96	2/13/2024 R
139047 KEYSTONE INTERPRETING SOLUTIONS	\$14,581.50	2/13/2024 R
139048 KOCH, JOSHUA	\$177.00	2/13/2024 R
139049 KUDEBAH, STEVE	\$66.00	2/13/2024 R
139050 LANDGRAFF, MARCIA J.	\$586.30	2/13/2024 R
139051 LANGUAGE LINE SERVICES	\$1,145.10	2/13/2024 R
139052 LEARNING A-Z	\$528.00	2/13/2024 R
139053 LEARNING OPPORTUNITIES	\$755.69	2/13/2024 R
139054 LEDER, JARROD D.	\$54.00	2/13/2024 R
139055 LEXIA LEARNING SYSTEMS LLC	\$27,342.00	2/13/2024 R
139056 METRO DEAF SCHOOL	\$4,828.61	2/13/2024 R
139057 METRO MEALS ON WHEELS INC	\$419.05	2/13/2024 R
139058 METROPOLITAN TRANSPORTATION NETWORK	\$119,807.06	2/13/2024 R
139059 MEULEMANS, JASON	\$160.00	2/13/2024 R
139060 MONTPETIT, EMILY P.	\$42.65	2/13/2024 R
139061 MRI SOFTWARE LLC	\$868.00	2/13/2024 R
139062 NARDINI FIRE EQUIPMENT CO INC	\$478.07	2/13/2024 R
139063 NATIONAL SPEECH & DEBATE ASSOC	\$40.00	2/13/2024 R
139064 NEUBECK, TRAVIS	\$97.00	2/13/2024 R
139065 NORTH CENTRAL INTERNATIONAL, LLC	\$310.52	2/13/2024 R
139066 NORTH STAR AGENCY MANUFACTURER'S	\$6,306.00	2/13/2024 R
139067 NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$184,113.61	2/13/2024 R
139068 NORTHERN LANDSCAPE & IRRIGATION INC	\$115.00	2/13/2024 R
139069 O'REILLY AUTOMOTIVE INC	\$354.75	2/13/2024 R
139070 OLSON MADAUS, KIRSTEN G.	\$18.00	2/13/2024 R
139071 ON SITE SANITATION INC	\$77.68	2/13/2024 R
139072 OXYGEN SERVICE COMPANY INC	\$16.74	2/13/2024 R
139073 PARISIEN, LORI	\$300.00	2/13/2024 R
139074 PINZ	\$774.91	2/13/2024 R
139075 PODS COMPLETE CAR CARE	\$1,029.71	2/13/2024 R
139076 R & R SPECIALTIES INC	\$40.00	2/13/2024 R
139077 REDWOOD TOXICOLOGY LABORATORY	\$182.74	2/13/2024 R
139078 REVOLUTION SPORTING GOODS	\$3,000.00	2/13/2024 R
139079 RIVERSIDE INSIGHTS	\$625.57	2/13/2024 R
139080 SIMON, MICHAEL	\$79.00	2/13/2024 R
139081 SKYWARD INC	\$400.00	2/13/2024 R
139082 SOLIANT HEALTH, LLC	\$1,125.00	2/13/2024 R
139083 SOLIMA, ALISHA	\$100.50	2/13/2024 R
139084 SOURCEWELL	\$481.25	2/13/2024 R
139085 SOUTH CENTRAL SERVICE COOPERATIVE	\$500.00	2/13/2024 R
139086 SQUIRES, WALDSPURGER & MACE, PA	\$17,048.04	2/13/2024 R
139087 STAPLES	\$0.00	2/13/2024 C
139088 STAPLES	\$690.44	2/13/2024 R
139089 STINSON, DARRYL	\$103.00	2/13/2024 R
139090 STUMPF, DANIEL	\$177.00	2/13/2024 R

139091 SYNOVIA SOLUTIONS	\$2,652.00	2/13/2024 R
139092 TAMARACK NATURE CENTER	\$202.95	2/13/2024 R
139093 TEAMWORKS INTERNATIONAL INC	\$26,350.00	2/13/2024 R
139094 TORMACH INC	\$529.90	2/13/2024 R
139095 TRADE PRESS INC	\$507.00	2/13/2024 R
139096 TRAINING HAUS	\$20,000.00	2/13/2024 R
139097 TRI-STATE BOBCAT	\$65.00	2/13/2024 R
139098 TRIO SUPPLY COMPANY	\$0.00	2/13/2024 C
139099 TRIO SUPPLY COMPANY	\$12,200.03	2/13/2024 R
139100 UKPOKOLO, ANITA I.	\$85.00	2/13/2024 R
139101 VANG, STEPHANIE	\$1,080.00	2/13/2024 R
139102 ZARAMBO, MARIA L.	\$79.00	2/13/2024 R
139103 ZECH, GINA	\$120.00	2/13/2024 R
139104 AMERICAN MESSAGING SERVICES	\$14.45	2/14/2024 R
139105 ARAMARK UNIFORM SERVICES	\$233.28	2/14/2024 R
139106 ARCHITECTURAL SALES OF MN INC	\$6,500.85	2/14/2024 R
139107 ATC GROUP SERVICES LLC	\$4,495.20	2/14/2024 R
139108 ATLAS TOYOTA MATERIAL HANDLING	\$2,287.46	2/14/2024 R
139109 BRAUN INTERTEC CORPORATION	\$13,824.50	2/14/2024 R
139110 CAPITAL ONE TRADE CREDIT	\$114.50	2/14/2024 R
139111 CITY OF HUGO	\$0.00	2/14/2024 C
139112 CITY OF HUGO	\$5,020.17	2/14/2024 R
139113 CITY OF WHITE BEAR LAKE	\$0.00	2/14/2024 C
139114 CITY OF WHITE BEAR LAKE	\$9,556.64	2/14/2024 R
139115 CL BENSEN CO INC	\$2,768.40	2/14/2024 R
139116 CODESEVEN GRAPHICS & APPAREL	\$145.00	2/14/2024 R
139117 CONTINENTAL CLAY CO	\$23,762.06	2/14/2024 R
139118 CONTINENTAL RESEARCH CORP	\$1,436.30	2/14/2024 R
139119 CRESCENT ELECTRIC SUPPLY CO	\$76.48	2/14/2024 R
139120 DALCO CORPORATION	\$0.00	2/14/2024 C
139121 DALCO CORPORATION	\$0.00	2/14/2024 C
139122 DALCO CORPORATION	\$0.00	2/14/2024 C
139123 DALCO CORPORATION	\$0.00	2/14/2024 C
139124 DALCO CORPORATION	\$0.00	2/14/2024 C
139125 DALCO CORPORATION	\$19,504.04	2/14/2024 R
139126 DECKER EQUIP/SCHOOL FIX	\$87.25	2/14/2024 R
139127 DEY DISTRIBUTING	\$28.88	2/14/2024 R
139128 DOOR SERVICE COMPANY	\$3,486.57	2/14/2024 R
139129 EAGLE BROOK CHURCH	\$10,097.64	2/14/2024 R
139130 FIRST TECHNOLOGIES INC	\$56,814.00	2/14/2024 R
139131 GRAINGER	\$0.00	2/14/2024 C
139132 GRAINGER	\$4,931.34	2/14/2024 R
139133 GRAYBAR ELECTRIC COMPANY	\$65.89	2/14/2024 R
139134 INNOVATIVE OFFICE SOLUTIONS	\$1,586.75	2/14/2024 R
139135 JAYTECH INC	\$3,051.04	2/14/2024 R
139136 JOHN A DALSIN & SON INC	\$29,156.45	2/14/2024 R
139137 JWOOD SPORTS FLOORING LLC	\$173,917.50	2/14/2024 R

139138 KONE INC	\$1,889.04	2/14/2024 R
139139 KRAFT MECHANICAL LLC	\$0.00	2/14/2024 C
139140 KRAFT MECHANICAL LLC	\$4,054.40	2/14/2024 R
139141 KRAUS ANDERSON CONSTRUCTION CO	\$557,331.40	2/14/2024 R
139142 LVC COMPANIES INC	\$495.00	2/14/2024 R
139143 MEDCO SUPPLY CO	\$7,236.84	2/14/2024 R
139144 NARDINI FIRE EQUIPMENT CO INC	\$1,369.80	2/14/2024 R
139145 NASSEFF MECHANICAL CONTRACTORS INC	\$2,890.72	2/14/2024 R
139146 NAVIGATE360 LLC	\$680.00	2/14/2024 R
139147 PARTS TOWN, LLC	\$113.20	2/14/2024 R
139148 PELCO CONSTRUCTION LLC	\$1,620.00	2/14/2024 R
139149 THE RETROFIT COMPANIES INC	\$366.34	2/14/2024 R
139150 SCHINDLER ELEVATOR CORP	\$2,825.19	2/14/2024 R
139151 STATE INDUSTRIAL PRODUCTS	\$652.50	2/14/2024 R
139152 TR ENVIRONMENTAL CONSULTING LLC	\$1,681.00	2/14/2024 R
139153 TRI-STATE BOBCAT	\$17,653.92	2/14/2024 R
139154 TRUE NORTH CONSULTING GROUP	\$5,740.00	2/14/2024 R
139155 TWIN CITY HARDWARE COMPANY INC	\$0.00	2/14/2024 C
139156 TWIN CITY HARDWARE COMPANY INC	\$860.89	2/14/2024 R
139157 UHL COMPANY INC	\$337.00	2/14/2024 R
139158 VIKING ELECTRIC SUPPLY	\$73.05	2/14/2024 R
139159 WINNICK SUPPLY	\$192.58	2/14/2024 R
139160 WL HALL COMPANY	\$2,559.68	2/14/2024 R
139161 WOLD ARCHITECTS AND ENGINEERS	\$0.00	2/14/2024 C
139162 WOLD ARCHITECTS AND ENGINEERS	\$117,578.47	2/14/2024 R
139163 XCEL ENERGY	\$1,847.51	2/14/2024 R
139164 BARTHOLD	\$2,599.57	2/14/2024 R
139165 DANUS DESIGN STUDIO	\$600.00	2/14/2024 R
139166 GREATER TWIN CITIES UNITED WAY	\$15.00	2/20/2024 R
139167 IUOE LOCAL 70	\$1,540.00	2/20/2024 R
139168 SCHOOL SERVICE EMPLOYEES	\$6,722.96	2/20/2024 R
139169 WBLA EDUCATIONAL FOUNDATION	\$490.29	2/20/2024 R
139170 DS ERICKSON & ASSOC PLLC	\$334.00	2/20/2024 R
139171 GURSTEL CHARGO ATTORNEYS AT LAW	\$292.29	2/20/2024 R
139172 MESSERLI & KRAMER PA	\$1,738.85	2/20/2024 R
139173 SCHWEIGERT, KLEMIN & MCBRIDE, P.C.	\$138.33	2/20/2024 R
139174 AI TECHNOLOGIES LLC	\$5,654.90	2/21/2024 R
139175 AMAZON CAPITAL SERVICES	\$0.00	2/21/2024 C
139176 AMAZON CAPITAL SERVICES	\$1,129.34	2/21/2024 R
139177 BLUE CROSS / BLUE SHIELD OF MN	\$7,337.00	2/21/2024 R
139178 BSN SPORTS, LLC	\$2,074.73	2/21/2024 R
139179 CUB FOODS OF WHITE BEAR TWSHP	\$0.00	2/21/2024 C
139180 CUB FOODS OF WHITE BEAR TWSHP	\$843.61	2/21/2024 R
139181 DEMCO INC	\$106.99	2/21/2024 R
139182 DOMINO'S PIZZA	\$217.56	2/21/2024 R
139183 DONATELLI'S	\$2,703.00	2/21/2024 R
139184 DEFINITIVE TECHNOLOGY SOLUTIONS	\$10,323.00	2/21/2024 R

139185 EAU CLAIRE AREA SCHOOL DISTRICT	\$150.00	2/21/2024 R
139186 EHLERS	\$5,290.00	2/21/2024 R
139187 FIDELITY SECURITY LIFE INSURANCE CO	\$5,592.04	2/21/2024 R
139188 GOPHER	\$2.68	2/21/2024 R
139189 GROUP MEDICAREBLUE RX	\$11,392.00	2/21/2024 R
139190 HAPPY TEE'S	\$851.25	2/21/2024 R
139191 HAY CREEK ENTERTAINMENT	\$840.00	2/21/2024 R
139192 HEALTHPARTNERS	\$85,949.53	2/21/2024 R
139193 LORENZ BUS SERVICE INC	\$2,684.13	2/21/2024 R
139194 LUNDY, JACKIE	\$93.99	2/21/2024 R
139195 MARCO TECHNOLOGIES LLC	\$3,327.17	2/21/2024 R
139196 MEDCO SUPPLY CO	\$1,237.94	2/21/2024 R
139197 NCPERS GROUP LIFE INS	\$96.00	2/21/2024 R
139198 NEWTRAX	\$5,500.50	2/21/2024 R
139199 NORCOSTCO	\$199.67	2/21/2024 R
139200 NORTHLAND COATING INC	\$22,750.00	2/21/2024 R
139201 PINTV	\$1,700.00	2/21/2024 R
139202 R & R SPECIALTIES INC	\$400.65	2/21/2024 R
139203 RAMSEY COUNTY PARKS/REC DEPT	\$160.00	2/21/2024 R
139204 REPUBLIC SERVICES #899	\$15,140.99	2/21/2024 R
139205 ST CROIX PREPARATORY ACADEMY	\$260.00	2/21/2024 R
139206 TEACHERS ON CALL	\$0.00	2/21/2024 C
139207 TEACHERS ON CALL	\$36,520.45	2/21/2024 R
139208 THE TESSMAN COMPANY	\$4,339.60	2/21/2024 R
139209 TREASURED TRANSPORTATION LLC	\$41,479.35	2/21/2024 R
139210 US OMNI & TSACG COMPLIANCE SERVICES, INC	\$943.16	2/21/2024 R
139211 WHITE BEAR MONTESSORI	\$30.76	2/21/2024 R
139212 WHITE BEAR LAKE SPORTS CENTER	\$6,611.25	2/21/2024 R
139213 WBLAHS GOLF BOOSTER CLUB	\$7,000.00	2/21/2024 R
139214 XCEL ENERGY	\$0.00	2/21/2024 C
139215 XCEL ENERGY	\$127,309.82	2/21/2024 R
139216 AGPARTS WORLDWIDE INC	\$2,112.65	2/21/2024 R
139217 ACCLAIM SERVICES INC	\$6,847.00	2/28/2024 R
139218 ACT INC	\$34.00	2/28/2024 R
139219 ADVANTAGE EDUCATIONAL PROGRAMS	\$5,408.00	2/28/2024 R
139220 AMAZON CAPITAL SERVICES	\$0.00	2/28/2024 C
139221 AMAZON CAPITAL SERVICES	\$0.00	2/28/2024 C
139222 AMAZON CAPITAL SERVICES	\$0.00	2/28/2024 C
139223 AMAZON CAPITAL SERVICES	\$0.00	2/28/2024 C
139224 AMAZON CAPITAL SERVICES	\$2,365.23	2/28/2024 R
139225 ARAMARK	\$934.09	2/28/2024 R
139226 ARTHUR J GALLAGHER & CO	\$448.00	2/28/2024 R
139227 ASFAHA, SELAM	\$175.00	2/28/2024 R
139228 ASL INTERPRETING SERVICES INC	\$264.00	2/28/2024 R
139229 BEECH, SPENCER	\$188.00	2/28/2024 R
139230 BELL, ROYCE	\$103.00	2/28/2024 R
139231 BERGELAND, JOHN O.	\$128.00	2/28/2024 R

139232 BEST BUY BUSINESS ADVANTAGE ACCT	\$119.94	2/28/2024 R
139233 BEVSO	\$0.00	2/28/2024 C
139234 BEVSO	\$21,567.92	2/28/2024 R
139235 BIO-RAD LABORATORIES	\$918.27	2/28/2024 R
139236 BRIGHT WORKS	\$510.00	2/28/2024 R
139237 BRIGHTSTAR CARE OF ST PAUL	\$7,200.00	2/28/2024 R
139238 BROCKWAY, THOMAS G.	\$66.00	2/28/2024 R
139239 BRUNSCHEON, TANNER	\$216.00	2/28/2024 R
139240 BSN SPORTS, LLC	\$6,569.90	2/28/2024 R
139241 BURGRAFF, HALEY	\$682.50	2/28/2024 R
139242 BURVILLE, SAMUEL E	\$85.00	2/28/2024 R
139243 THE CAMBRIAN GROUP	\$4,406.57	2/28/2024 R
139244 CAPITAL ONE TRADE CREDIT	\$811.55	2/28/2024 R
139245 CARLSON, KEATON	\$103.00	2/28/2024 R
139246 CAROLINA BIOLOGICAL SUPPLY	\$74.34	2/28/2024 R
139247 CENGAGE LEARNING INC	\$385.00	2/28/2024 R
139248 CESO FINANCE	\$2,475.00	2/28/2024 R
139249 CHESS & STRATEGY GAME ASSOC	\$35.00	2/28/2024 R
139250 CINTAS CORP	\$288.44	2/28/2024 R
139251 CLASS CREATOR	\$512.00	2/28/2024 R
139252 COMCAST	\$306.52	2/28/2024 R
139253 COMMERCIAL KITCHEN SERVICES	\$4,035.50	2/28/2024 R
139254 COMPASS MINERALS	\$7,215.90	2/28/2024 R
139255 CONSTANTINE DANCE CLASSES	\$1,300.00	2/28/2024 R
139256 CONTINENTAL CLAY CO	\$262.49	2/28/2024 R
139257 COOK, GERIAND	\$66.00	2/28/2024 R
139258 CORNERSTONE OCCUPATIONAL HEALTH SPECIALISTS	\$144.00	2/28/2024 R
139259 CRYSTEEL TRUCK EQUIPMENT	\$316.00	2/28/2024 R
139260 CUBING ENRICHMENT OPPORTUNITIES	\$1,296.00	2/28/2024 R
139261 DAHLBERG DIKEMAN, MONICA L.	\$85.00	2/28/2024 R
139262 DEGEZELLE, KEVIN	\$84.00	2/28/2024 R
139263 DIEHL, GEOFFREY	\$176.00	2/28/2024 R
139264 DEFINITIVE TECHNOLOGY SOLUTIONS	\$493.50	2/28/2024 R
139265 EAST RIDGE PSO - SPEECH BOOSTERS	\$98.00	2/28/2024 R
139266 ECKROTH MUSIC	\$0.00	2/28/2024 C
139267 ECKROTH MUSIC	\$795.15	2/28/2024 R
139268 ECMECC	\$800.00	2/28/2024 R
139269 EDWARDS, DANIEL	\$176.00	2/28/2024 R
139270 EHLERS	\$2,000.00	2/28/2024 R
139271 ENGSTRAN, THOMAS J.	\$90.00	2/28/2024 R
139272 EVANS, DANIEL M.	\$103.00	2/28/2024 R
139273 FASTENAL COMPANY	\$44.20	2/28/2024 R
139274 FIRST STUDENT INC	\$347,862.09	2/28/2024 R
139275 FLINN SCIENTIFIC INC	\$179.78	2/28/2024 R
139276 FOLLETT SCHOOL SOLUTIONS, LLC	\$124.17	2/28/2024 R
139277 FOLLETT CONTENT SOLUTIONS LLC	\$227.80	2/28/2024 R
139278 FOUR ACE PRODUCTIONS	\$395.00	2/28/2024 R

139279 FUN AND FUNCTION	\$4,071.49	2/28/2024 R
139280 GALLAGHER BASSETT SERVICES INC	\$6,182.50	2/28/2024 R
139281 GANYAW, SAMUEL M.	\$162.00	2/28/2024 R
139282 GARDNER, TRAVIS	\$84.00	2/28/2024 R
139283 GELMO, IBSAA	\$103.00	2/28/2024 R
139284 GRAINGER	\$1,591.84	2/28/2024 R
139285 GROTH MUSIC CO	\$151.08	2/28/2024 R
139286 GROUP MEDICAREBLUE RX	\$10,858.00	2/28/2024 R
139287 HANDLIN, BEATRICE R.	\$170.00	2/28/2024 R
139288 HENRY, GINA	\$90.00	2/28/2024 R
139289 HIRSCH, JAMES	\$66.00	2/28/2024 R
139290 HOME DEPOT CREDIT SERVICES	\$330.72	2/28/2024 R
139291 HOWIES ATHLETIC TAPE	\$134.82	2/28/2024 R
139292 HUGO FEED MILL & HARDWARE	\$10.80	2/28/2024 R
139293 IFD	\$0.00	2/28/2024 C
139294 IFD	\$0.00	2/28/2024 C
139295 IFD	\$0.00	2/28/2024 C
139296 IFD	\$0.00	2/28/2024 C
139297 IFD	\$0.00	2/28/2024 C
139298 IFD	\$225,029.41	2/28/2024 R
139299 IGO, MICHELLE J.	\$650.00	2/28/2024 R
139300 INFINITE HEALTH COLLABORATIVE PA	\$210.00	2/28/2024 R
139301 INNOVATIVE OFFICE SOLUTIONS	\$185.54	2/28/2024 R
139302 ISD #621 MOUNDS VIEW SCHOOL DISTRICT	\$100.00	2/28/2024 R
139303 JOHNSON, KEITH	\$95.00	2/28/2024 R
139304 JOHNSTON, STEVE	\$188.00	2/28/2024 R
139305 JW PEPPER & SON INC	\$0.00	2/28/2024 C
139306 JW PEPPER & SON INC	\$388.93	2/28/2024 R
139307 KEYS CAFE & BAKERY	\$940.00	2/28/2024 R
139308 KEYSTONE INTERPRETING SOLUTIONS	\$6,343.75	2/28/2024 R
139309 LANGEVIN, JOE	\$84.00	2/28/2024 R
139310 LANIGAN, CHERYL D.	\$275.35	2/28/2024 R
139311 LARSON, VAUGHN P.	\$85.50	2/28/2024 R
139312 LEE, ISABELLA G.	\$76.50	2/28/2024 R
139313 LESSONPIX	\$453.60	2/28/2024 R
139314 LIBERTY CLASSICAL ACADEMY	\$69,016.05	2/28/2024 R
139315 MAGIC MAN INC	\$3,000.00	2/28/2024 R
139316 MAHTOMEDI COMMUNITY EDUCATION	\$1,380.00	2/28/2024 R
139317 MANITOU EVENT CENTER	\$3,204.60	2/28/2024 R
139318 MN ASSOC OF SECONDARY SCHOOL PRINCIPALS	\$1,040.00	2/28/2024 R
139319 MATH MASTERS OF MINNESOTA	\$240.00	2/28/2024 R
139320 MCKINLAY, SHANE	\$160.00	2/28/2024 R
139321 MEDTOX LABORATORIES	\$22.13	2/28/2024 R
139322 MIDWEST BUS PARTS INC	\$181.32	2/28/2024 R
139323 MN INSURANCE SCHOLASTIC TRUST	\$861.41	2/28/2024 R
139324 MN SAFETY COUNCIL INC	\$1,288.00	2/28/2024 R
139325 MOUNDS PARK ACADEMY	\$35.00	2/28/2024 R

139326 MUSKA ELECTRIC COMPANIES	\$1,431.69	2/28/2024 R
139327 MWASSA, NAMBI N.	\$85.00	2/28/2024 R
139328 NCPERS GROUP LIFE INS	\$96.00	2/28/2024 R
139329 NCS PEARSON INC	\$72.40	2/28/2024 R
139330 NENA'S DESIGN	\$800.00	2/28/2024 R
139331 NORTH CENTRAL TRUCK EQUIPMENT	\$659.84	2/28/2024 R
139332 NORTH CENTRAL INTERNATIONAL, LLC	\$450.21	2/28/2024 R
139333 O'REILLY AUTOMOTIVE INC	\$0.00	2/28/2024 C
139334 O'REILLY AUTOMOTIVE INC	\$0.00	2/28/2024 C
139335 O'REILLY AUTOMOTIVE INC	\$274.58	2/28/2024 R
139336 ODAA TRANSPORTATION SERVICES	\$59,175.00	2/28/2024 R
139337 ODP BUSINESS SOLUTIONS, LLC	\$97.96	2/28/2024 R
139338 OPG-3 INC	\$205.00	2/28/2024 R
139339 PAI	\$1,036.00	2/28/2024 R
139340 PAN-O-GOLD	\$7,082.89	2/28/2024 R
139341 PANERA LLC	\$228.72	2/28/2024 R
139342 PAR INC	\$1,522.44	2/28/2024 R
139343 PARK HIGH SCHOOL	\$400.00	2/28/2024 R
139344 PARR, ERIN	\$770.40	2/28/2024 R
139345 PEASE, STEVEN	\$95.00	2/28/2024 R
139346 PIONEER MIDWEST	\$63.88	2/28/2024 R
139347 POMP'S TIRE SERVICE	\$1,896.00	2/28/2024 R
139348 PRO-ED INC	\$133.10	2/28/2024 R
139349 RADAR CONSULTING LLC	\$1,200.00	2/28/2024 R
139350 RAMSEY COUNTY PARKS/REC DEPT	\$9,550.00	2/28/2024 R
139351 RAMSEY COUNTY	\$5,866.69	2/28/2024 R
139352 REGION 4AA	\$400.00	2/28/2024 R
139353 SAMUELSON, CHASE	\$130.00	2/28/2024 R
139354 SANDERS, CRAIG	\$216.00	2/28/2024 R
139355 SCHACHTNER, BRENNAN W.	\$1,750.00	2/28/2024 R
139356 SCHMITT MUSIC COMPANY	\$26.95	2/28/2024 R
139357 SCHUTT SPORTS	\$1,157.78	2/28/2024 R
139358 SCOTT, RYAN	\$84.00	2/28/2024 R
139359 SHANAHAN, KELLY	\$128.00	2/28/2024 R
139360 SHERBARTH-LYNCH, SANDRA	\$1,584.00	2/28/2024 R
139361 SKOW, KAREN L.	\$891.00	2/28/2024 R
139362 SMITH, AMY	\$140.90	2/28/2024 R
139363 SOCIAL CLUB SIMPLE LLC	\$60.00	2/28/2024 R
139364 SOCIAL CENTRIC	\$6,000.00	2/28/2024 R
139365 SOLIANT HEALTH, LLC	\$5,400.00	2/28/2024 R
139366 SPECIALTY PROMOTIONS INC	\$883.50	2/28/2024 R
139367 SQUIRES, WALDSPURGER & MACE, PA	\$2,387.90	2/28/2024 R
139368 STANDARD INSURANCE COMPANY	\$40,207.69	2/28/2024 R
139369 STARFALL EDUC FOUNDATION	\$355.00	2/28/2024 R
139370 STAY TUNED PIANO SERVICES	\$315.00	2/28/2024 R
139371 SUBURBAN EAST CONFERENCE	\$2,355.00	2/28/2024 R
139372 TEACHER SYNERGY LLC	\$6.99	2/28/2024 R

139373 TEACHERS ON CALL	\$0.00	2/28/2024 C
139374 TEACHERS ON CALL	\$0.00	2/28/2024 C
139375 TEACHERS ON CALL	\$0.00	2/28/2024 C
139376 TEACHERS ON CALL	\$68,416.26	2/28/2024 R
139377 TECH ACADEMY	\$120.00	2/28/2024 R
139378 THE BAKER'S HORSE, LLC	\$750.00	2/28/2024 R
139379 TRADE PRESS INC	\$2,194.00	2/28/2024 R
139380 TREASURED TRANSPORTATION LLC	\$0.00	2/28/2024 C
139381 TREASURED TRANSPORTATION LLC	\$281,907.76	2/28/2024 R
139382 UKPOKOLO, ANITA I.	\$85.00	2/28/2024 R
139383 UNIVERSITY OF MN	\$11,310.00	2/28/2024 R
139384 US OMNI & TSACG COMPLIANCE SERVICES, INC	\$950.46	2/28/2024 R
139385 USPS DISBURSING OFFICER	\$2,235.12	2/28/2024 R
139386 VAIL RESORTS MANAGEMENT CO., INC.	\$1,092.00	2/28/2024 R
139387 VERIZON WIRELESS	\$639.42	2/28/2024 R
139388 VEVEA, JACOB P.	\$216.00	2/28/2024 R
139389 VOIT, TAYLOR	\$84.00	2/28/2024 R
139390 WHITE BEAR CENTER FOR THE ARTS	\$6,375.00	2/28/2024 R
139391 WHITE BEAR LAKE SPORTS CENTER	\$2,509.00	2/28/2024 R
139392 ZEPOL RESTAURANT SUPPLY	\$562.17	2/28/2024 R
139393 ADVANCED SYSTEMS INTEGRATION, LLC	\$99,501.81	2/28/2024 R
139394 AMAZON CAPITAL SERVICES	\$381.87	2/28/2024 R
139395 AMERICAN STRUCTURAL METALS INC	\$41,384.41	2/28/2024 R
139396 ANCHOR SOLAR INVESTMENTS LLC	\$2,353.24	2/28/2024 R
139397 ARAMARK UNIFORM SERVICES	\$0.00	2/28/2024 C
139398 ARAMARK UNIFORM SERVICES	\$0.00	2/28/2024 C
139399 ARAMARK UNIFORM SERVICES	\$675.82	2/28/2024 R
139400 ASSOCIATED HEARING OF ST PAUL	\$310.44	2/28/2024 R
139401 BC SOLUTIONS	\$774.07	2/28/2024 R
139402 C-D PRODUCTS, INC	\$104.00	2/28/2024 R
139403 CAPITAL ONE TRADE CREDIT	\$0.00	2/28/2024 C
139404 CAPITAL ONE TRADE CREDIT	\$468.20	2/28/2024 R
139405 CENTRAL ROOFING COMPANY	\$2,452.90	2/28/2024 R
139406 CENTURY FENCE COMPANY	\$7,525.00	2/28/2024 R
139407 CFS INTERIORS & FLOORING	\$2,488.05	2/28/2024 R
139408 COMMERCIAL DRYWALL INC	\$356,882.78	2/28/2024 R
139409 CONSTRUCTION SYSTEMS, INC	\$554.32	2/28/2024 R
139410 COSNEY CORPORATION	\$100,259.20	2/28/2024 R
139411 CRYSTEEL TRUCK EQUIPMENT	\$15,902.98	2/28/2024 R
139412 DALCO CORPORATION	\$0.00	2/28/2024 C
139413 DALCO CORPORATION	\$0.00	2/28/2024 C
139414 DALCO CORPORATION	\$0.00	2/28/2024 C
139415 DALCO CORPORATION	\$0.00	2/28/2024 C
139416 DALCO CORPORATION	\$11,675.99	2/28/2024 R
139417 DEPT OF PUBLIC SAFETY- ACCOUNTS PAYABLE	\$75.00	2/28/2024 R
139418 DOOR SERVICE COMPANY	\$15,489.50	2/28/2024 R
139419 EBERT INC	\$130,135.75	2/28/2024 R

139420 FLOORS BY BECKERS LLC	\$32,787.35	2/28/2024 R
139421 FLYNN MIDWEST LP	\$12,704.85	2/28/2024 R
139422 FRANSEN DECORATING INC	\$73,133.82	2/28/2024 R
139423 GRAINGER	\$44.37	2/28/2024 R
139424 HILLYARD INC MINNEAPOLIS	\$121.36	2/28/2024 R
139425 INSTITUTE FOR ENVIRONMENTAL	\$1,940.21	2/28/2024 R
139426 JACON LLC	\$28,910.70	2/28/2024 R
139427 JAYTECH INC	\$3,845.91	2/28/2024 R
139428 KRAFT MECHANICAL LLC	\$0.00	2/28/2024 C
139429 KRAFT MECHANICAL LLC	\$9,375.54	2/28/2024 R
139430 MAVO SYSTEMS INC	\$69,702.21	2/28/2024 R
139431 MCDONOUGH'S WATERJETTING AND DRAIN CLEANING	\$445.25	2/28/2024 R
139432 MINNESOTA ACOUSTICS INC	\$57,855.00	2/28/2024 R
139433 MUSKA ELECTRIC COMPANIES	\$380,046.51	2/28/2024 R
139434 NAC MECHANICAL & ELECTRICAL SERV	\$18,857.50	2/28/2024 R
139435 NARDINI FIRE EQUIPMENT CO INC	\$1,957.30	2/28/2024 R
139436 NASSEFF MECHANICAL CONTRACTORS INC	\$37,786.25	2/28/2024 R
139437 NORTHERN DOOR COMPANY	\$5,636.40	2/28/2024 R
139438 ON SITE SANITATION INC	\$20.32	2/28/2024 R
139439 PARTS TOWN, LLC	\$628.70	2/28/2024 R
139440 PETERSON BROS ROOFING & CONST	\$45,786.16	2/28/2024 R
139441 PIONEER POWER INC	\$83,372.00	2/28/2024 R
139442 POMP'S TIRE SERVICE	\$1,854.96	2/28/2024 R
139443 PRESS PUBLICATIONS	\$436.04	2/28/2024 R
139444 RACHEL CONTRACTING LLC	\$23,595.62	2/28/2024 R
139445 RAPTOR TECHNOLOGIES, LLC	\$11,220.00	2/28/2024 R
139446 RED CEDAR STEEL ERECTORS INC	\$20,342.36	2/28/2024 R
139447 SA JORDAN CONSTRUCTION	\$4,075.68	2/28/2024 R
139448 SAAFE LLC	\$38,223.25	2/28/2024 R
139449 SAFETYFIRST PLAYGROUND MAINTENANCE	\$167.58	2/28/2024 R
139450 SCENARIO LEARNING LLC	\$8,624.00	2/28/2024 R
139451 SKOLD SPECIALTY CONTRACTING LLC	\$116,562.50	2/28/2024 R
139452 STATE CHEMICAL SOLUTIONS	\$295.54	2/28/2024 R
139453 STERICYCLE, INC.	\$356.35	2/28/2024 R
139454 SUMMIT FIRE PROTECTION	\$13,415.42	2/28/2024 R
139455 SUPERSET TILE & STONE	\$25,293.75	2/28/2024 R
139456 TEKTON CONSTRUCTION COMPANY	\$13,662.48	2/28/2024 R
139457 TERMINAL SUPPLY CO	\$156.14	2/28/2024 R
139458 TR ENVIRONMENTAL CONSULTING LLC	\$245.00	2/28/2024 R
139459 TRADE PRESS INC	\$128.00	2/28/2024 R
139460 TWIN CITY JANITOR SUPPLY CO	\$1,586.84	2/28/2024 R
139461 UHL COMPANY INC	\$425.95	2/28/2024 R
139462 VIKING ELECTRIC SUPPLY	\$0.00	2/28/2024 C
139463 VIKING ELECTRIC SUPPLY	\$938.56	2/28/2024 R
139464 WASCHE COMMERCIAL FINISHES INC	\$3,361.07	2/28/2024 R
139465 WEIDNER PLUMBING & HEATING CO	\$728,619.60	2/28/2024 R
139466 WL HALL COMPANY	\$39,914.74	2/28/2024 R

139467 XCEL ENERGY	\$0.00	2/28/2024 C
139468 XCEL ENERGY	\$22,765.18	2/28/2024 R
139469 ZONEONE LOCATING	\$229.00	2/28/2024 R
9995530 MN DEPT OF REVENUE	\$116.07	2/5/2024 R
9995531 AIG	\$5,870.06	2/15/2024 R
9995532 AMERICAN FUNDS	\$0.00	2/15/2024 C
9995533 AMERICAN FUNDS	\$80,720.00	2/15/2024 R
9995534 AMERIPRISE FINANCIAL SERVICES	\$27,293.55	2/15/2024 R
9995535 AXA EQUITABLE	\$46,625.11	2/15/2024 R
9995536 BENEFIT RESOURCE, INC	\$0.00	2/15/2024 C
9995537 BENEFIT RESOURCE, INC	\$117,137.58	2/15/2024 R
9995538 EDUCATION MN ESI BILLING TRUST	\$31,968.26	2/15/2024 R
9995539 INTERNAL REVENUE SERVICE	\$0.00	2/15/2024 C
9995540 INTERNAL REVENUE SERVICE	\$0.00	2/15/2024 C
9995541 INTERNAL REVENUE SERVICE	\$0.00	2/15/2024 C
9995542 INTERNAL REVENUE SERVICE	\$0.00	2/15/2024 C
9995543 INTERNAL REVENUE SERVICE	\$0.00	2/15/2024 C
9995544 INTERNAL REVENUE SERVICE	\$0.00	2/15/2024 C
9995545 INTERNAL REVENUE SERVICE	\$0.00	2/15/2024 C
9995546 INTERNAL REVENUE SERVICE	\$0.00	2/15/2024 C
9995547 INTERNAL REVENUE SERVICE	\$0.00	2/15/2024 C
9995548 INTERNAL REVENUE SERVICE	\$0.00	2/15/2024 C
9995549 INTERNAL REVENUE SERVICE	\$0.00	2/15/2024 C
9995550 INTERNAL REVENUE SERVICE	\$0.00	2/15/2024 C
9995551 INTERNAL REVENUE SERVICE	\$788,390.60	2/15/2024 R
9995552 METROPOLITAN LIFE	\$1,329.60	2/15/2024 R
9995553 MN DEPT OF HUMAN SERVICES	\$2,710.50	2/15/2024 R
9995554 MN DEPT OF REVENUE	\$0.00	2/15/2024 C
9995555 MN DEPT OF REVENUE	\$0.00	2/15/2024 C
9995556 MN DEPT OF REVENUE	\$126,076.41	2/15/2024 R
9995557 MN STATE RETIREMENT	\$4,002.02	2/15/2024 R
9995558 PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	\$4,608.42	2/15/2024 R
9995559 PUBLIC EMP RETIREMENT ASSOC	\$0.00	2/15/2024 C
9995560 PUBLIC EMP RETIREMENT ASSOC	\$0.00	2/15/2024 C
9995561 PUBLIC EMP RETIREMENT ASSOC	\$136,214.30	2/15/2024 R
9995562 TEACHERS RETIREMENT ASSOC	\$0.00	2/15/2024 C
9995563 TEACHERS RETIREMENT ASSOC	\$425,211.15	2/15/2024 R
9995564 VANGUARD SMALL BUSINESS SERVICES	\$43,789.74	2/15/2024 R
9995565 WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	\$38,874.26	2/15/2024 R
9995566 SAM'S CLUB/SYNCHRONY BANK	\$0.00	2/20/2024 C
9995567 SAM'S CLUB/SYNCHRONY BANK	\$0.00	2/20/2024 C
9995568 SAM'S CLUB/SYNCHRONY BANK	\$0.00	2/20/2024 C
9995569 SAM'S CLUB/SYNCHRONY BANK	\$3,422.17	2/20/2024 R
9995570 AIG	\$5,870.06	2/29/2024 R
9995571 AMERICAN FUNDS	\$81,328.83	2/29/2024 R
9995572 AMERIPRISE FINANCIAL SERVICES	\$26,933.55	2/29/2024 R
9995573 AXA EQUITABLE	\$27,426.99	2/29/2024 R

9995574 BENEFIT RESOURCE, INC	\$0.00	2/29/2024 C
9995575 BENEFIT RESOURCE, INC	\$89,942.06	2/29/2024 R
9995576 EDUCATION MN ESI BILLING TRUST	\$31,968.26	2/29/2024 R
9995577 INTERNAL REVENUE SERVICE	\$0.00	2/29/2024 C
9995578 INTERNAL REVENUE SERVICE	\$0.00	2/29/2024 C
9995579 INTERNAL REVENUE SERVICE	\$0.00	2/29/2024 C
9995580 INTERNAL REVENUE SERVICE	\$0.00	2/29/2024 C
9995581 INTERNAL REVENUE SERVICE	\$0.00	2/29/2024 C
9995582 INTERNAL REVENUE SERVICE	\$0.00	2/29/2024 C
9995583 INTERNAL REVENUE SERVICE	\$0.00	2/29/2024 C
9995584 INTERNAL REVENUE SERVICE	\$0.00	2/29/2024 C
9995585 INTERNAL REVENUE SERVICE	\$0.00	2/29/2024 C
9995586 INTERNAL REVENUE SERVICE	\$0.00	2/29/2024 C
9995587 INTERNAL REVENUE SERVICE	\$0.00	2/29/2024 C
9995588 INTERNAL REVENUE SERVICE	\$763,484.50	2/29/2024 R
9995589 METROPOLITAN LIFE	\$1,329.60	2/29/2024 R
9995590 MN DEPT OF HUMAN SERVICES	\$2,710.50	2/29/2024 R
9995591 MN DEPT OF REVENUE	\$0.00	2/29/2024 C
9995592 MN DEPT OF REVENUE	\$0.00	2/29/2024 C
9995593 MN DEPT OF REVENUE	\$121,475.07	2/29/2024 R
9995594 MN REVENUE	\$1,968.27	2/29/2024 R
9995595 MN STATE RETIREMENT	\$0.00	2/29/2024 C
9995596 MN STATE RETIREMENT	\$4,302.02	2/29/2024 R
9995597 PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	\$4,708.42	2/29/2024 R
9995598 PUBLIC EMP RETIREMENT ASSOC	\$0.00	2/29/2024 C
9995599 PUBLIC EMP RETIREMENT ASSOC	\$0.00	2/29/2024 C
9995600 PUBLIC EMP RETIREMENT ASSOC	\$140,909.72	2/29/2024 R
9995601 TEACHERS RETIREMENT ASSOC	\$0.00	2/29/2024 C
9995602 TEACHERS RETIREMENT ASSOC	\$422,824.05	2/29/2024 R
9995603 VANGUARD SMALL BUSINESS SERVICES	\$44,714.74	2/29/2024 R
9995604 WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	\$38,809.28	2/29/2024 R
99995530 BMO	\$0.00	2/23/2024 C
99995531 BMO	\$0.00	2/23/2024 C
99995532 BMO	\$0.00	2/23/2024 C
99995533 BMO	\$0.00	2/23/2024 C
99995534 BMO	\$0.00	2/23/2024 C
99995535 BMO	\$0.00	2/23/2024 C
99995536 BMO	\$0.00	2/23/2024 C
99995537 BMO	\$0.00	2/23/2024 C
99995538 BMO	\$0.00	2/23/2024 C
99995539 BMO	\$0.00	2/23/2024 C
99995540 BMO	\$0.00	2/23/2024 C
99995541 BMO	\$0.00	2/23/2024 C
99995542 BMO	\$0.00	2/23/2024 C
99995543 BMO	\$0.00	2/23/2024 C
99995544 BMO	\$0.00	2/23/2024 C
99995545 BMO	\$0.00	2/23/2024 C

99995546 BMO	\$0.00	2/23/2024 C
99995547 BMO	\$24,739.26	2/23/2024 R
99995548 DOLLAR TREE	\$111.25	2/23/2024 R
232400748 ALEXANDER, MICHAEL J.	\$666.20	2/13/2024 A
232400749 ALI, OMAR S.	\$153.27	2/13/2024 A
232400750 ANDERSON, JON C.	\$250.59	2/13/2024 A
232400751 ARREGUIN, JONATHAN L.	\$12.06	2/13/2024 A
232400752 ASHWOOD, WILLIAM J.	\$45.63	2/13/2024 A
232400753 BAKER, SUZANNE M.	\$44.76	2/13/2024 A
232400754 BASHORE, MEGAN L.	\$123.09	2/13/2024 A
232400755 BERTELSEN, STACY A.	\$18.22	2/13/2024 A
232400756 BONCHER, CHERYL R.	\$262.35	2/13/2024 A
232400757 BOOTH, KARLA J.	\$72.00	2/13/2024 A
232400758 BUTTERS-LEVAHN, REBECCA J.	\$400.00	2/13/2024 A
232400759 CARLEY, ANDREA J.	\$92.87	2/13/2024 A
232400760 CAVERZAGIE, BRIANNA	\$117.26	2/13/2024 A
232400761 CLAUSING, JENNA C.	\$325.00	2/13/2024 A
232400762 DANIELS, KATHLEEN S.	\$385.77	2/13/2024 A
232400763 DENUCCI, KRISTINA E.	\$89.48	2/13/2024 A
232400764 DESJARDINS, RUTH E.	\$30.15	2/13/2024 A
232400765 DURAND, JENNIFER A.	\$422.88	2/13/2024 A
232400766 EDWARDS, LANNIE J.	\$113.14	2/13/2024 A
232400767 ENGSTRAN, PAUL A.	\$65.00	2/13/2024 A
232400768 EVERT, ELIZABETH M.	\$65.64	2/13/2024 A
232400769 GALYON, AMY R.	\$50.92	2/13/2024 A
232400770 GILE, KRISTI L.	\$200.90	2/13/2024 A
232400771 GILLESPIE, ALISON C.	\$115.18	2/13/2024 A
232400772 GUSTAFSON, CYNTHIA	\$130.00	2/13/2024 A
232400773 GUTHRIE, ASHLEY M.	\$136.70	2/13/2024 A
232400774 HENNESSEY, ALEXANDER M.	\$65.00	2/13/2024 A
232400775 HOGEN, KARIN E.	\$14.24	2/13/2024 A
232400776 HURT, JON-MYCHAL B.	\$90.16	2/13/2024 A
232400777 IMMEL, COLLEEN M.	\$436.32	2/13/2024 A
232400778 INDLECOFFER, TRACI D.	\$185.00	2/13/2024 A
232400779 JORGENSEN, AMY L.	\$464.02	2/13/2024 A
232400780 KALLAS, MELISSA L.	\$20.96	2/13/2024 A
232400781 KILGO, GRACE C.	\$134.80	2/13/2024 A
232400782 KRUSEMARK, CARY L.	\$524.66	2/13/2024 A
232400783 LEHN, BRIDGET N.	\$130.32	2/13/2024 A
232400784 LOFQUIST, GARY A.	\$239.40	2/13/2024 A
232400785 LYDON, CASSANDRA K.	\$124.91	2/13/2024 A
232400786 MENIER, MATTHEW M.	\$327.98	2/13/2024 A
232400787 MERSCH, NICOLE A.	\$36.96	2/13/2024 A
232400788 MUELLER, MOLLY M.	\$666.20	2/13/2024 A
232400789 MYERS, ANN A.	\$118.37	2/13/2024 A
232400790 ORLANDO, GORDON J.	\$40.00	2/13/2024 A
232400791 OTTAVIANI, AMY M.	\$64.72	2/13/2024 A

232400792 PETERSON, CATHRYN J.	\$150.90	2/13/2024 A
232400793 PETERSON, SCOTT J.	\$19.00	2/13/2024 A
232400794 RANCOUR, RACHEL	\$172.20	2/13/2024 A
232400795 REED, TAMMY L.	\$85.43	2/13/2024 A
232400796 ROESER, DANIEL W.	\$487.24	2/13/2024 A
232400797 ROLOFF, STEPHANIE H.	\$160.00	2/13/2024 A
232400798 SCHMID, NICOLE R.	\$131.67	2/13/2024 A
232400799 SCHULTE, ALETA A.	\$125.14	2/13/2024 A
232400800 SCHULTE, DARRELL A.	\$272.72	2/13/2024 A
232400801 SCHULLIAN, MARIO P.	\$4.59	2/13/2024 A
232400802 SHAVERS, BRENTON D.	\$19.99	2/13/2024 A
232400803 SUOJA, WENDY T.	\$575.76	2/13/2024 A
232400804 SVIR, SARA A.	\$1,042.98	2/13/2024 A
232400805 SYNAN, ERIN K.	\$27.06	2/13/2024 A
232400806 TESSIER, LISA B.	\$40.20	2/13/2024 A
232400807 THOMPSON, NATHAN G.	\$95.92	2/13/2024 A
232400808 TRIVETT, KELLY A.	\$21.64	2/13/2024 A
232400809 ULVIN, JOHN M.	\$220.87	2/13/2024 A
232400810 VANG, JULIE	\$99.06	2/13/2024 A
232400811 WARD, PETER J.	\$195.00	2/13/2024 A
232400812 WATTERS, LAURA J.	\$706.94	2/13/2024 A
232400813 WILLITS, ROBERT E.	\$170.86	2/13/2024 A
232400814 YANG, NIRVANA K.	\$520.00	2/13/2024 A
232400815 YOUNG, MATTHEW V.	\$133.36	2/13/2024 A
232400816 ZHANG, YAN	\$53.97	2/13/2024 A
232400817 ARREGUIN, JONATHAN L.	\$6.03	2/28/2024 A
232400818 ATKINS, SARAH A.	\$119.99	2/28/2024 A
232400819 BACON, CAROL A.	\$29.21	2/28/2024 A
232400820 BASHORE, MEGAN L.	\$99.24	2/28/2024 A
232400821 BERTELSEN, STACY A.	\$35.11	2/28/2024 A
232400822 BOEKE, KYLIE P.	\$825.00	2/28/2024 A
232400823 BUBERL, AMBER M.	\$64.84	2/28/2024 A
232400824 CARLEY, ANDREA J.	\$95.51	2/28/2024 A
232400825 CATES, TAMMY J.	\$116.31	2/28/2024 A
232400826 DOMSCHOT, KATHLEEN S.	\$83.70	2/28/2024 A
232400827 FICEK, DELANIE C.	\$35.64	2/28/2024 A
232400828 GUTHRIE, ASHLEY M.	\$40.20	2/28/2024 A
232400829 HELD, JOSEPH H.	\$2,000.00	2/28/2024 A
232400830 HENNESSEY, ALEXANDER M.	\$101.84	2/28/2024 A
232400831 HIBBARD, BETHANY G.	\$161.88	2/28/2024 A
232400832 HUBBARD, MICHELLE K.	\$475.95	2/28/2024 A
232400833 JORGENSON, AMY L.	\$132.98	2/28/2024 A
232400834 KLECKER, KEVIN W.	\$359.71	2/28/2024 A
232400835 KRAMLINGER, TRACEY A.	\$21.24	2/28/2024 A
232400836 LEHENBAUER, MICHAEL L.	\$15.07	2/28/2024 A
232400837 LY, LINDA	\$43.55	2/28/2024 A
232400838 MANLEY, KATHLEEN M.	\$90.45	2/28/2024 A

232400839	MATUZAK, KATHERINE K.	\$297.00	2/28/2024	A
232400840	MEIER, ALYCIA M.	\$28.48	2/28/2024	A
232400841	MORRIS, BRIAN J.	\$520.00	2/28/2024	A
232400842	O'LEARY, CHADRICK J.	\$381.55	2/28/2024	A
232400843	RIEBOW, MATTHEW R.	\$900.00	2/28/2024	A
232400844	ROSSITER, DANIEL J.	\$130.83	2/28/2024	A
232400845	SAMPOANG, DESSERAY R.	\$257.48	2/28/2024	A
232400846	SCHMID, NICOLE R.	\$124.96	2/28/2024	A
232400847	SHARPEE BELOYED, DEBORAH L.	\$593.68	2/28/2024	A
232400848	STREIFF OJI, CHRISTINA D.	\$377.59	2/28/2024	A
232400849	SUOJA, WENDY T.	\$60.30	2/28/2024	A
232400850	SVIR, SARA A.	\$418.86	2/28/2024	A
232400851	TROSKE, CARRIE L.	\$235.54	2/28/2024	A
232400852	ULVIN, JOHN M.	\$122.62	2/28/2024	A
232400853	VAN, LONAL R.	\$79.17	2/28/2024	A
232400854	WAKEFIELD, KIMBERLY A.	\$155.98	2/28/2024	A
232400855	WALD, TIMOTHY A.	\$138.13	2/28/2024	A
232400856	WHALEN, TIMOTHY M.	\$35.94	2/28/2024	A
		\$10,572,308.96		

RESOLUTION FOR ACCEPTANCE OF GIFTS

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

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

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

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

AGENDA ITEM: **Acceptance of Gifts**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Action Item**

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

Donation	Donor	Recipient
Viola	Kristin Klindt	WBLAHS - North Campus Orchestra Program
\$756.00	WBLAHS Girls Gymnastics Booster Club	WBLAHS - South Campus Gymnastics Team
\$350.00	Pine Tree Apple Classic Fund	WBLAHS - South Campus Girls Tennis Team
\$120.00	Pine Tree Apple Classic Fund	WBLAHS - South Campus Boys Tennis Team
\$137.00	Garnet Lodge No. 166 Ancient Free Accepted Masons of Minnesota	WBLAHS - South Campus Week Without Walls Program
\$200.00	White Bear Lake Retired Teachers Association	WBLAHS - South Campus Orchestra Program
\$5.00	Gayle Sward	Senior Center Meals on Wheels
\$50.00	White Bear Lake American Legion Auxiliary 168	Senior Center Meals on Wheels
\$300.00	Charles Coughen	Senior Center Meals on Wheels
\$12.80	Mary Wolfley	Senior Center Meals on Wheels

RECOMMENDED ACTION:

Approve.

AGENDA ITEM: **Field Trip Request**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Action Item**

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

BACKGROUND:

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

Date and Destination	Requesting Staff Member	Grade/ Team	School Days Missed	Students Attending	Total Cost per Student	Total Cost of Trip and Source of Revenue	Transportation
3/30 - 4/1/2024 Mankato State University	Tom Paulson	Boys Track	0	25-30	\$0	~\$2,500 Track Booster fundraisers	District Bus
Purpose: The athletes need to qualify to be in the meet. Athletes will have an opportunity to bond with their classmates. Over 25 teams will be at the track meet.							
4/7 - 4/9/2024 St. Cloud, MN	Erica Largent, HOSA Advisor	HOSA	2	5	\$150	\$1,100 Fundraisers and families	Carpooling, students will drive themselves
Purpose: Students in the Health Occupations Student of America (HOSA) program will attend the HOSA State Leadership Conference to learn leadership skills and compete in events that will enrich learning, college readiness, and strengthen college and job applications.							

RECOMMENDED ACTION:

Approve the field trips listed as recommended by the administration.

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

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

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

RESIGNATION/TERMINATION/NON-RENEWAL - CLASSIFIED STAFF

JODI FANGEL – Paraeducator - Central Middle School

Employed by District 624 since 09/04/2018

Effective Date: 02/23/2024

KIMBERLY ROOT – Program Assistant - Matoska International

Employed by District 624 since 09/12/2023

Effective Date: 02/22/2024

KIMBERLY ROOT – Lunchroom Playground Supervisor - Matoska International

Employed by District 624 since 09/12/2023

Effective Date: 02/22/2024

RESIGNATION/TERMINATION/NON-RENEWAL - CERTIFIED STAFF

GRACE BROWN - Spanish Teacher - Lakeaires Elementary

Employed by District 624 since 08/20/2018

Effective Date: 06/07/2024

LEAH ERICKSON - 5th Grade Teacher - Lincoln Elementary

Employed by District 624 since 05/22/2012

Effective Date: 06/07/2024

EMILY GALLATIN - 3rd Grade Teacher - Otter Lake Elementary

Employed by District 624 since 08/25/2005

Effective Date: 06/07/2024

JESSICA MEUWISSEN - Music Teacher - Otter Lake & Lakeaires Elementary

Employed by District 624 since 08/21/2017

Effective Date: 06/07/2024

RESIGNATION/TERMINATION/NON-RENEWAL - NON-AFFILIATED

MICHAEL TURITTO – Director of Transportation - District Wide

Employed by District 624 since 06/15/2015

Effective Date: 02/23/2024

EXTRA ASSIGNMENT - CERTIFIED STAFF

JILL BRISTOW – .2 FTE School Counselor - Central Middle School

MA + 60 step 13 \$2,599.06

Effective Date: 02/05/2024 through 03/08/2024

CALLI MOREAU – .2 FTE School Counselor - Central Middle School

MA + 15, step 11 \$2,120.47

Effective Date: 02/05/2024 through 03/08/2024

CHANGE IN ASSIGNMENT - CLASSIFIED STAFF

MARK BECKERS – Bus Driver - Bus Garage

From 7 hrs. To 8 hrs.

Effective Date: 02/15/2024

TEMPORARY CHANGE IN ASSIGNMENT - CLASSIFIED STAFF

LAURA LEDER – NS Assistant - WBLAHS - South Campus

Temporary increase in hours

From 18.75 hours per wk. to 22.5 hours per wk.

Effective Date: 10/09/2023 to 06/06/2024

KYLE MARSH – ELL Assistant - WBLAHS - North Campus

Temporary increase in hours

From 24 hours per wk. to 35 hours per wk.

Effective Date: 01/29/2024 to 06/06/2024

FULL-TIME LEAVE OF ABSENCE - CLASSIFIED STAFF

EMILY KRONSCHNABLE - Paraeducator - WBLAHS - North Campus

Employed by District 624 since 10/31/2022

Effective Date: 09/04/2023 through 06/06/2024

NEW PERSONNEL - CLASSIFIED STAFF

TANYA BARRETT – Bus Driver - Bus Garage

\$21.45 per hr. 30 hrs. per wk.

Effective Date: 03/18/2024

ANA MONTANEZ CERDA – ELL Assistant - WBLAHS - South Campus

\$20.82 per hr. 30 hrs. per wk.

Effective Date: 02/20/2024

MISTURA TIAMIYU – OST Program Assistant - Birch Lake Elementary

\$18.50 per hr., 14.99 hrs. per wk.

Effective Date: 03/04/2024

LONG-TERM SUBSTITUTE - CERTIFIED STAFF

MATTHEW SANDERS – Special Education Teacher - Willow Lane Elementary

1.0 FTE BA Step 1 \$5,258.56

Effective Date: 02/12/2024 - 03/08/2024

ANNE STEINBERG – Kindergarten Teacher - Otter Lake Elementary

1.0 FTE BA Step 1 \$7,695.46

Effective Date: 04/29/2024 - 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: **Student Recognition**

MEETING DATE: **March 4, 2024**

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
Avery Bach, 8th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Anna Lindholm, 8th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Willow Maxwell, 8th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I

Addison Pierce, 8th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Reyna Piper, 8th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Bailey Spicer, 8th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Leila Abouelsoud, 9th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Addison Andrekus, 9th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Briana Caliendo, 9th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Alison Carnes, 9th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I

Kate Krey, 9th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Katelyn Kaehler, 10th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Madisyn Hood, 11th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Keira Keese, 11th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Presley Manship, 11th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Jueli Tveit, 11th grade	State High School Cheerleading Competition • 2nd Place in Varsity Game Day Non-Tumbling I • 2nd Place in Class AA Varsity Non-Tumbling I National High School Cheerleading Championship • 4th Place in Small Varsity Game Day Non-Tumbling I • 8th Place in Small Varsity Non-Tumbling I
Addy Mueller, 11th grade	Girls Gymnastics State Meet Participant
Caiden Gatto, 9th grade	MNSOTA Middle Level All State Orchestra Participant
Haaken Lein, 9th grade	MNSOTA Middle Level All State Orchestra Participant
Robert Dresen, 11th grade	MMEA All State Orchestra Participant

Abigail Perez, 11th grade	MMEA All State Orchestra Participant
Cole Morin, 11th grade	MMEA All State Band Participant
Adina Klawiter, 11th grade	MMEA All State Band Participant
Amanda Meyers, 12th grade	MMEA All State Band Participant
James Colby, 9th grade	ACDA 9-10th Grade MN Honor Choir Participant
Jeffrey Keenan, 9th grade	ACDA 9-10th Grade MN Honor Choir Participant
Zack Bertelsen, 10th grade	ACDA 9-10th Grade MN Honor Choir Participant
Ethan Christensen, 10th grade	ACDA 9-10th Grade MN Honor Choir Participant
Oliver Grawe, 10th grade	ACDA 9-10th Grade MN Honor Choir Participant
Lucas Maahs, 10th grade	ACDA 9-10th Grade MN Honor Choir Participant
Eli Murphy, 10th grade	ACDA 9-10th Grade MN Honor Choir Participant
Rev Sams, 10th grade	ACDA 9-10th Grade MN Honor Choir Participant
Jensen Vadnais, 10th grade	ACDA 9-10th Grade MN Honor Choir Participant
Yahaira Nok-Chiclana, 11th grade	MMEA All State Honor Choir Participant
Lily Switajewski, 11th grade	MMEA All State Honor Choir Participant
Penguin Efta, 12th grade	MMEA All State Honor Choir Participant
Jaeger Hosmer, 12th grade	MMEA All State Honor Choir Participant
Sanyu Mwassa, 12th grade	MMEA All State Honor Choir Participant

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **March 4, 2024**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

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

AGENDA ITEM: **American Indian Parent Advisory Committee
Resolution of Concurrence or
Nonconcurrence**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Informational Item**

CONTACT PERSON(S): **Brenton Shavers, Director of Educational
Equity and Achievement**

BACKGROUND:

Prior to March 1 of each year, the American Indian Parent Advisory Committee (AIPAC) must meet to discuss whether or not they concur with the educational offerings that have been extended by the District to American Indian students. If the AIPAC finds that the District has been meeting the needs of American Indian students, they issue a vote and resolution of concurrence. If they find that the District has not been meeting the needs of American Indian students, they issue a vote and resolution of nonconcurrence.

The vote and resolution must be presented to the School Board by one or more members of the AIPAC. If the vote is one of nonconcurrence, the AIPAC must also provide written recommendations for improvement to the School Board at the time of the presentation. The School Board does not “approve” the resolution; rather, the information is received and is reflected within the minutes. In the case of nonconcurrence, the School Board is given 60 days in which to respond, in writing, to the AIPAC recommendations. The response must be signed by the entire School Board and be provided to the AIPAC and submitted to the Office of American Indian Education with the Minnesota Department of Education.

D. DISCUSSION ITEMS

AGENDA ITEM: **Naming of White Bear Lake Area High School Gymnasium**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

Tim Wald, Assistant Superintendent for Finance and Operations will present a recommendation on the name of the White Bear Lake Area High School gymnasium.



Honorary Naming of a Facility

March 4, 2024
School Board Meeting

Original Gym



EMPOWER GO EXC
D INNOVATE GO INS
FORM GO BEARS GO
GO EXCEL GO EXPL
INSPIRE GO LEAD
GO ACHIEVE GO CRE
EXPLORE GO GRAD
GO LEAD GO PERFOR
GO ACHIEVE GO CRE
EXPLORE GO GRAD
GO LEAD GO PERFOR
GO ACHIEVE GO CRE

Varsity Game Gym



GAME GYM - Renovations



GAME GYM - Renovations



GAME GYM - Renovations



White Bear Lake Area High School's

Coaching Legends



Jim Galvin

Bruce Getchell

Don Glover

Lyle Helke

Fred Konrath

Paul Mork

Patty Percival

Jeremy Post ('24)

Mike Schwartz

Ron Sass

Tom Simpson

Wayne Slocum

Pat Stringer

Connie Sugden

Joe Tamillo

Members of the MN Coaches Association Halls of Fame

Teacher/Coach - Jim Galvin



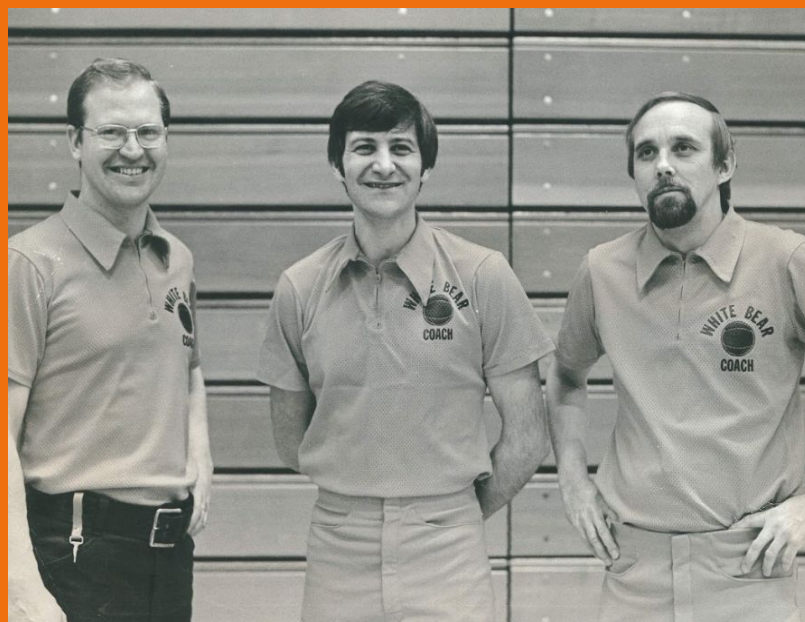
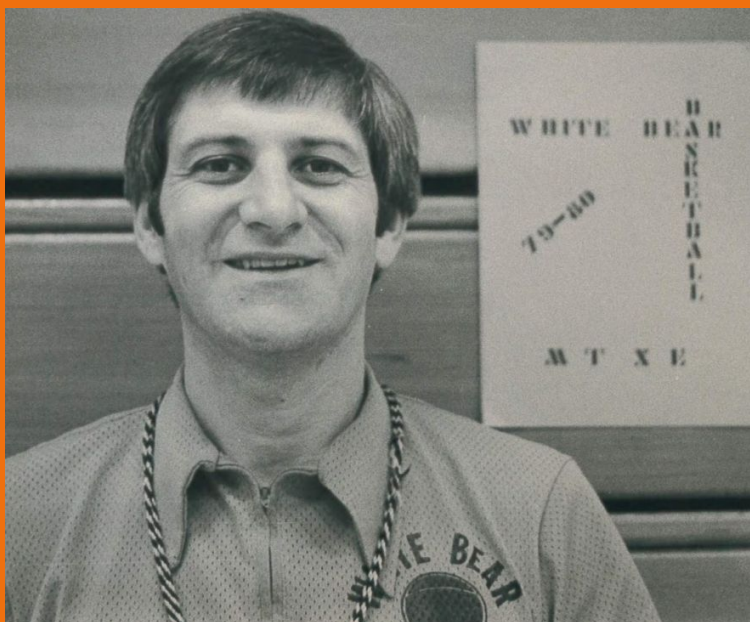
- WBL Math Teacher 1970-1999
 - Reserve teacher through 2020
- Basketball: 26 seasons
 - 1984 & 1985 State Championships
 - 52 consecutive wins
 - MN Boys Basketball Coach of the Year in 1985
 - Won 5 consecutive Conference Championships and made 3 State appearances
- Asst Football Coach 1970-1981 (*1976 State Champions)
- White Bear Lake Area High School Athletics Hall of Fame (2001)
- MN High School Coaches Association Hall of Fame (2003)

EMPOWER GO EXC
INNOVATE GO INS
FORM GO BEARS GO
GO EXCEL GO EXPL
INSPIRE GO LEAD
GO ACHIEVE GO CRE
EXPLORE GO GRAD
GO LEAD GO PERFOR
GO ACHIEVE GO CRE
EXPLORE GO GRAD
GO LEAD GO PERFOR
GO ACHIEVE GO CRE

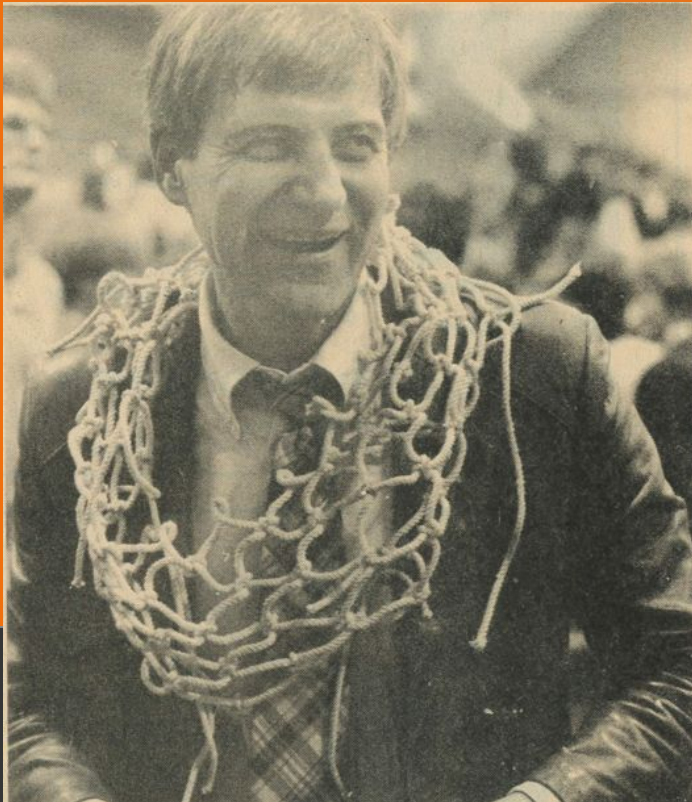
Commitment to Youth



Summer *BEAR DOWN* Youth BB Camps







Hall of Fame Coach

Jim Galvin



AGENDA ITEM: **Policy 606.5, Library Materials**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 606.5, Library Materials, was reviewed by the School Board Policy Committee and Cabinet. This is a new policy and it is being recommended for adoption.

The purpose of this policy is to provide direction regarding the initial selection of library materials and the review of library materials when removal has been requested.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 8, 2024 or a subsequent School Board meeting agenda for action.

606.5 LIBRARY MATERIALS

I. PURPOSE

The School Board recognizes that library materials are a vital component of a student's education. The library should serve as a marketplace of ideas that go beyond the prescribed curriculum. Students are generally required to utilize curriculum materials. In contrast, students are generally free to access specific library materials that match their interests. Accordingly, library materials should provide opportunities for learning and enrichment that aligns with the needs and broad interests of students in the school.

The School Board endorses the inclusion of library materials that present different points of view for students to consider, including differing views on controversial issues. The School Board also endorses the inclusion of library materials that reflect our diverse society and the contributions that countless groups and individuals have made to our country and the world. The School Board believes that the inclusion of these types of materials promotes critical thinking and encourages lifelong learning.

The purpose of this policy is to provide direction regarding the initial selection of library materials and the review of library materials when removal has been requested. The Superintendent is responsible for implementing this policy. To that end, the Superintendent or a designee may establish additional procedures for responding to requests to remove library materials.

II. DEFINITIONS

- A. "Library" means a media center/learning commons that is located in a district school and contains library materials for students to access and use free of charge and on an equitable basis. A library may also provide access to electronic materials. This policy does not govern access to electronic materials that are accessed through the internet.
- B. "Library materials" are the books, periodicals, newspapers, manuscripts, films, prints, documents, videotapes, subscription content, electronic and digital materials (including e-books, audiobooks, and databases), and related items made available to students in a library or through access to electronic materials. "Library materials" do not include materials made available to students as part of the curriculum.
- C. "Library media specialist" is a person who holds a Library Media Specialist teaching license from the Professional Educator Licensing and Standards Boards and who is trained to deliver library services to students.

- D. “Obscene” means that the work which, taken as a whole, appeals to the prurient interest in sex and depicts or describes in a patently offensive manner sexual conduct and which, taken as a whole, does not have serious literary, artistic, political, or scientific value.

III. INITIAL SELECTION OF LIBRARY MATERIALS

- A. Primary Responsibility for Initial Selection. In consultation with professional staff and within budgeted amounts, the library media specialist is primarily responsible for the initial selection of library materials. The library media specialist will apply the selection criteria stated in this policy.
- B. Selection Criteria. When considered as a whole, library materials should:
1. enrich, support, or supplement the curriculum;
 2. promote reading for pleasure by responding to a broad array of personal needs and interests of a diverse student body;
 3. reflect the needs, ages, and maturity levels of students in the building in which the library is located;
 4. reflect artistic value, literary value, educational significance;
 5. promote critical thinking in daily living or in areas of general importance to members of society, including, but not limited to, politics, science, history, religion, medicine, law, economics, or safety; or
 6. promote equity or an understanding of the views, triumphs, or struggles of others.
- C. Prohibited Criteria. Library materials must not be excluded from initial selection because of the race, nationality, religion, sex, gender, gender identity, or political views of the author.
- D. No Donations. The District will not accept donated materials for inclusion in its libraries.

IV. REQUESTS TO REMOVE SPECIFIC LIBRARY MATERIALS

- A. Eligible Individuals. The following individuals are eligible to initiate a review process to determine whether a specific library material will be removed: an eighteen-year-old student who attends the school in which the library material is located; the parent or guardian of a student who

is less than eighteen years of age and attends the school in which the library material is located; the principal of the building in which the library material is located; the district's Superintendent; a quorum of the School Board as evidenced by a vote of the School Board at an open meeting.

B. Limited Number of Requests. Because of the time required to process a request for removal, the District will process no more than nine requests (one for each full month that school is in session) for removal per school year.

C. Meeting Required. Before requesting the removal of a specific library material, an eighteen-year-old student or the parent or guardian of a student who is less than eighteen years of age must meet (virtually or in person) with the library media specialist and building principal to state the objections to the specific library material and to give the library media specialist and the principal an opportunity to respond.

D. Request for Removal. An eligible individual may request removal of a specific library material by submitting a written request to the Superintendent's office on a form developed by the Superintendent or a designee. The form must be completed in its entirety. The Superintendent will not process the request if the specific material has been the subject of a request for removal during the previous five years or if the form is not completed in its entirety.

E. Appointment of Review Committee. Within a reasonable period of time after receiving the request for removal, the Superintendent or a designee will appoint a Review Committee to consider the request for removal. The Superintendent or designee is encouraged, but not required, to include the following individuals on the Review Committee:

1. A member of the school district administration;
2. A principal or associate principal;
3. A teacher;
4. A library media specialist;
5. A community member with no direct connection to the request;
6. Any other person(s) who, in the view of the Superintendent, would be helpful in considering the objection, applying the review criteria, and evaluating whether the specific library material should be removed.

F. Continued Access to Material. Absent extraordinary circumstances, the

District will not deny students access to the library material until the review process is completed. Out of practical necessity, however, copies of the library material may be taken from the library so they can be reviewed by the Review Committee.

G. Legal Standard. In *Board of Education v. Pico*, 457 U.S. 853 (1982), the U.S. Supreme Court held that School Boards generally have discretion to remove books from school libraries as long as the removal does not violate the First Amendment. Whether a removal violates the First Amendment depends on the motivation for removing the book. School Boards “may not remove books from the school library shelves simply because they dislike the ideas contained in those books and seek by their removal to ‘prescribe what shall be orthodox in politics, nationalism, religion, or other matters of opinion.’” However, the First Amendment does not prohibit School Boards from removing books for other legitimate reasons. For example, the Supreme Court noted that School Boards may remove books on the grounds that they are “vulgar” or lack “educational suitability.” The U.S. Supreme Court has also held that the First Amendment does not prohibit school officials from regulating speech in the educational environment that is “obscene,” “vulgar,” “lewd,” or “plainly offensive.” See *Bethel School District No. 403 v. Fraser*, 478 U.S. 675 (1986); *Morse v. Frederick*, 551 U.S. 393 (2007) (interpreting *Fraser*).

H. Review Criteria. The Review Committee may decide to remove a specific library material if the material is: (1) obscene; (2) vulgar or lewd to a degree that it is educationally unsuitable for students in the school given their ages and levels of maturity; (3) educationally unsuitable because it does not meet the initial selection criteria; or (4) objectively inaccurate as a whole. The committee may not vote to remove specific library material because the committee, the School Board, school officials, or any other person dislikes the ideas contained in the library material or wants to remove the material in an effort to prescribe what is orthodox in the reporting of history or in religion, politics, nationalism, or other matters of opinion.

I. Review and Report. The Review Committee will review the specific library material as a whole and will apply the review criteria outlined in this policy. The Review Committee may consult with individuals who have relevant professional knowledge. After this process is complete, the Review Committee will vote, in a manner that records each member’s vote, on whether to remove the material in question. A meeting is not required. After voting, the Review Committee will submit a brief written report to the Superintendent containing the Review Committee’s decision to retain or remove the specific library material and the basis for the decision.

J. Notice of Decision. The Superintendent or a designee will provide notice

of the Review Committee's decision to the person who requested the removal of a specific library material.

K. Appeal. The requestor may appeal the Review Committee's decision by submitting a written appeal to the Superintendent within fourteen calendar days after receiving notice of the decision. The written appeal must state all the reasons why the requester believes the committee's decision is incorrect. The Superintendent or a designee will review the specific library material in question, apply the review criteria outlined in this policy, and then affirm or reverse the Review Committee's decision. The decision of the Superintendent is final unless a quorum of the School Board votes at an open meeting to initiate the process to determine whether a specific library material should be reviewed. If a quorum of the School Board initiates the review process, the Superintendent's decision may be appealed to the School Board. On review, the School Board is bound by the review criteria outlined in this policy.

V. ADMINISTRATIVE REMOVAL

This policy does not prohibit a library media specialist or other administrators from removing specific library material because it has not been utilized by any student for an extended period of time or it has been utilized rarely, it is damaged or in poor physical condition, or there are other similar reasons unrelated to content.

Legal References: Minn. Stat. § 120A.22, Subd. 9 (Compulsory Instruction)
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (School Board Responsibilities)
Minn. Stat. § 124D.901 (Public School Libraries and Media Centers)
Minn. Rules Part 8710.4550 (Library Media Specialists)
Board of Education v. Pico, 457 U.S. 853 (1982)
Virginia State Bd. of Educ. v. Barnette, 319 U.S. 624 (1943)

Cross References: WBLASB Policy 524 (Electronic Technologies Acceptable Use Policy)
WBLASB Policy 606 (Textbooks and Instructional Materials)

AGENDA ITEM: **Policy 609, Religion**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 609, Religion, 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, and III, and the legal references.

The purpose of this policy is to identify the status of religion as it pertains to the programs of the school district.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 8, 2024 or a subsequent School Board meeting agenda for action.

Adopted: September 8, 1997

Revised: June 11, 2001

Revised: December 14, 2009

Revised: November 8, 2010

Revised: February 8, 2021

*White Bear Lake Area
School District #624 Policy 609*

Revised: May 9, 2016

609 RELIGION

I. PURPOSE

The purpose of this policy is to identify the status of religion as it pertains to the programs of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall neither promote nor disparage any belief pertaining to religion. Instead, the school district encourages all students and employees to have respect for each other's views.
- B. The school district also recognizes that religion has a significant role in the social, cultural, political, and historical development of civilization.
- C. The school district recognizes that one of its educational objectives is to increase its students' knowledge and appreciation of music, art, drama, and literature, each of which may have religious and secular components/aspects.
- D. The school district supports the inclusion of religious music, art, drama, and literature in the curriculum and in school activities, provided it is intrinsic to the learning experience and is presented in an objective manner without sectarian indoctrination.
- E. The historical and contemporary values and the origin of various religions, holidays, customs, and beliefs may be explained in an unbiased and nonsectarian manner.

III. RESPONSIBILITY

- A. It shall be the responsibility of the ~~s~~Superintendent to ensure that the study of religious materials, customs, beliefs, and holidays in the school district is in keeping with the following guidelines:
 - 1. The proposed activity must have a secular purpose.
 - 2. The primary objective of the activity must be one that neither advances nor inhibits religion.

3. The activity must not foster excessive governmental relationships with religion.
 4. Notwithstanding the foregoing guidelines, reasonable efforts **must** ~~will~~ be made to accommodate any student who wishes to be excused from **a curricular activity for a religious observance attendance at school for the purpose of religious instruction or observance of religious holidays.** **The school district must provide annual notice to parents of this policy.**
- B. The **S**uperintendent is granted authority to develop and present for School Board review and approval directives and guidelines for the purpose of providing further guidance relative to the teaching of materials related to religion. Approved directives and guidelines shall be attached as an addendum to this policy.

Legal References: U. S. Const., Amend. I
Minn. Stat. § 120A.22, Subd. 12(3) (Compulsory Instruction)
Minn. Stat. § 120A.35 (Absence **F**rom School for Religious Observance)
Minn. Stat. § 121A. 10 (Moment of Silence)
Good News Club v. Milford Central School, 533 U.S. 98, ~~121 S.Ct. 2093, 150 L.Ed.2d 151~~ (2001)
Santa Fe Indep. Sch. Dist. v. Doe, 530 U.S. 290, ~~120 S.Ct. 2266~~ (2000)
Tangipahoa Parish Bd. of Educ. v. Freiler, 530 U.S. 1251, ~~120 S.Ct. 2706~~ (2000)
Lemon v. Kurtzman, 403 U.S. 602, ~~91 S.Ct. 2105, 29 L.Ed.2d 745~~ (1971)
Child Evangelism Fellowship v. Minneapolis Special Sch. Dist. No. 1, 690 F.3d 996 (8th Cir. 2012)
Wigg v. Sioux Falls Sch. Dist., 382 F.3d 807 (8th Cir. 2004)
Doe v. School Dist. of City of Norfolk, 340 F.3d 605 (8th Cir. 2003)
Stark v. Independent Sch. Dist. No. 640, 123 F.3d 1068 (8th Cir. 1997)
Florey v. Sioux Falls Sch. Dist. 49-5, 619 F.2d 1311 (8th Cir. 1980)
Roark v. South Iron R-1 Sch. Dist., 573 F.3d 556 (8th Cir. 2009)
LeVake v. Independent Sch. Dist. No. 656, 625 N.W.2d 502 (Minn. App. 2001)
Minn. Op. Atty. Gen. 169-J (Feb. 14, 1968)
Minn. Op. Atty. Gen. 169-K (Oct. 21, 1949)
Minn. Op. Atty. Gen. 63 (1940)
Minn. Op. Atty. Gen. 120 (1924)
Minn. Op. Atty. Gen. 121 (1924)

Cross References: WBLASB Policy 801 (Equal Access to Facilities of Secondary Schools)

AGENDA ITEM: **Policy 901, Community Education**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Tim Maurer, Director of Community Services
and Recreation**

BACKGROUND:

School Board Policy 901, Community Education, 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, and III, and the legal references.

The purpose of this policy is to convey to employees and to the general public the important role of community education within the school district.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 8, 2024 or a subsequent School Board meeting agenda for action.

Adopted: October 9, 1995
Revised: February 8, 2016
Revised: April 10, 2017
Revised: April 16, 2021

*White Bear Lake Area
School District #624 Policy 901*

Revised: _____

901 COMMUNITY EDUCATION

I. PURPOSE

The purpose of this policy is to convey to employees and to the general public the important role of community education within the school district.

II. GENERAL STATEMENT OF POLICY

The School Board affirms a strong commitment to the Community Services and Recreation Department's community education program. In addition, the School Board welcomes, and strongly encourages the use of district buildings and grounds by the community when they are not being used for district activities or programs. The school administration will strive to accomplish the following objectives in relation to community education services, programs, and facilities/grounds:

- A. Maximum use should be made of district facilities and grounds.
- B. Educational needs and interests of area residents will be evaluated periodically.
- C. District and available community resources and the expertise of residents should be utilized to develop vibrant, well-rounded community education programming.
- D. Area residents should be encouraged to actively participate in program opportunities.

III. COMMUNITY SERVICES ADVISORY COUNCIL

- A. A Community Services Advisory Council shall assist in promoting the goals and objectives of the program.
- B. The ~~membership of the~~ Community Services Advisory Council membership shall represent a cross section of the community.
- C. Bylaws of the Council shall provide the framework for the organization, including criteria pertaining to membership, officers' duties, frequency and structure of meetings, and such other matters as deemed necessary and appropriate.

- D. On an annual basis, the ~~e~~Council shall review ~~and recommend approval of the e~~Community Services and Recreation budget prior to the ~~for~~ presentation to the School Board.

Legal References: Minn. Stat. § 123B.51 (Schoolhouses and Sites; Uses for School and Nonschool Purposes; Closings)~~Access for Noncurricular Purposes~~
Minn. Stat. § 124D.19 (Community Education Programs; Advisory Council)
Minn. Stat. § 124D.20, Subd. 1 (Community Education Revenue)

Cross References: WBLASB Policy 902 (Use of School District Facilities and Equipment)

AGENDA ITEM: **Policy 903, Visitors to School District Property and Facilities**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Tim Maurer, Director of Community Services and Recreation;**
Lisa Ouren, Director of Student Support Services; and
Tim Wald, Assistant Superintendent for Finance and Operations

BACKGROUND:

School Board Policy 903, Visitors to School District Property and Facilities, 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 V, VI, VII, and VIV, and the legal references.

The purpose of this policy is to establish rules and procedures governing visits to district property and district facilities.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 8, 2024 or a subsequent School Board meeting agenda for action.

Adopted: April 28, 1997
Revised: December 10, 2001
Revised: August 25, 2003
Revised: April 9, 2012
Revised: December 10, 2018
Revised: _____

*White Bear Lake Area
School District #624 Policy 903*

Revised: June 10, 2017
Revised: April 16, 2021

903 VISITORS TO SCHOOL DISTRICT PROPERTY AND FACILITIES

I. PURPOSE

The purpose of this policy is to establish rules and procedures governing visits to district property and district facilities.

II. GENERAL STATEMENT OF POLICY

The School Board encourages interest on the part of parents and community members in the district's programs and activities. The School Board recognizes that reasonable restrictions must be placed on visits to district facilities in order to maintain an environment that is safe and conducive to learning and working.

III. POST-SECONDARY ENROLLMENT OPTIONS STUDENTS

- A. A student enrolled in a post-secondary enrollment options course may remain at the school site during regular school hours in accordance with established procedures.
- B. A student enrolled in a post-secondary enrollment options course may be provided with reasonable access, during regular school hours, to a computer and other technology resources that the student needs to complete coursework for a post-secondary enrollment course in accordance with established procedures.

IV. DEFINITIONS

- A. "Central administrator" means the Superintendent and any director with district-wide responsibilities.
- B. "District facility" means any building that is owned, leased, or operated by the district.
- C. "District property" means any real property that is owned, leased, or operated by the district, including, but not limited to, athletic stadiums and athletic fields.

- D. “Parent” means a biological parent, adoptive parent, legal guardian, or conservator.
- E. “School building” means any district facility where a program of education is offered to preschool, elementary school, middle school, high school, and alternative/transition school students.
- F. “Visitor” means any person who enters a district facility during the regular school year during scheduled school hours, except for the following: enrolled students who are in the facility to attend school, to participate in a school-sponsored event or activity, or to attend a meeting of a student-initiated, non-curriculum related group that is recognized by the district; employees who are assigned to work at the facility; volunteers who have been assigned to be in the facility at the time of the visit; and central administrators.

V. PROCEDURES

A. Visitor Procedures

All visitors must comply with the following procedures when entering a district facility, unless they are attending an event or activity that is open to the public, such as parent-teacher conferences, a School Board meeting, or an athletic contest:

1. Immediately upon entering a district facility, all visitors must report to the administrative office or reception desk. Signage indicating this reporting requirement must be prominently displayed on or near all unlocked doors to the facility.
2. Upon reporting to the administrative office or reception desk, all visitors must provide a driver's license or state identification, which will be scanned and returned. Additional information may be collected including but not limited to: purpose of their visit, time of their arrival, and location of the building in which the visit will occur.
3. A central administrator or building principal may impose additional restrictions on any parent who has caused or may cause a disruption in a district facility or who has negatively impacted the school day and/or the educational setting.
4. A central administrator, the building principal, an assistant principal, or a designee will follow this policy in determining whether or not permission will be granted for a visit to a school building. A central administrator will follow this policy in determining whether or not permission will be granted for a visit to a district facility that is not a school building.

5. If permission for a visit is granted, the visitor will be given a visitor's identification badge/label stating the visitor's name and the location in the building where the visit will occur.
6. All visitors must wear the issued visitor identification badge/label in a conspicuous location at all times while in a district facility.
7. If a district employee sees a visitor in a school building without a visitor's identification badge/label, the employee must either escort the visitor to the administrative office or immediately notify the administrative office of the presence of the visitor.
8. Upon completing a visit, a visitor must return to the administrative office or reception desk, ~~return any reusable visitor's identification badge issued to the visitor, sign their name on the same form that was signed upon entering the building, and state the time of their departure~~ and check out with staff.

B. Visits to Classrooms

Subject to the requirements of this policy, parents may observe their child in the classroom for up to two hours on two occasions per school year.

1. Parents who wish to observe their child in the classroom during the regular school day must schedule the visit at least three (3) school days in advance with the building principal.
2. A central administrator or building principal may consider the allowance of additional time beyond two visits if they deem it appropriate.
3. A central administrator, building principal, assistant principal, or designee may reschedule or terminate any visit in the event of an emergency or unforeseen circumstance.

C. Parent Procedures for Communicating with Children

The district recognizes that under limited circumstances, parents may occasionally need to communicate with their children during the school day. When this need arises, parents must follow one of the following procedures:

1. Parents may call the office and ask to speak with their child. School staff will then locate the child and instruct the child to come to the office to speak with the parent by telephone. This may occur by making an announcement over the school's intercom

system. Students generally will not be permitted to place or receive a call from a classroom.

2. Parents may enter the administrative office of a school building and ask the office staff to call their child to the office. Parents may not go directly to a classroom or to any other location in a district facility without complying with the Visitor Procedures stated in this policy.

D. Administrative Procedures in Response to Inappropriate Conduct

Central administrators, building principals, assistant principals, and designees are encouraged to take the following steps when a visitor violates this policy or engages in any other inappropriate conduct:

1. Notify the offending visitor that ~~his or her~~ **their** conduct is inappropriate.
2. Notify the offending visitor that if the conduct does not cease immediately, the visitor will be required to leave the building.
3. Notify the offending visitor that ~~he or she is~~ **they are** required to immediately leave the building.
4. Contact law enforcement.
5. Document the incident.
6. Take other action that the central administrator, building principal, assistant principal, or designee reasonably deems to be prudent or necessary in order to:
 - a. protect the safety of students, staff, or school property
 - b. maintain an environment that is conducive to learning and working
 - c. maintain an environment that is free from all forms of abusive and disruptive conduct
7. Any step or steps of this procedure may be skipped or addressed at a later time if the central administrator, building principal, assistant principal, or designee determines, in the exercise of their professional judgment, that immediate removal of the offending visitor is in the best interests of the students or the staff.

VI. RULES OF CONDUCT FOR VISITORS

A. Required Conduct

All visitors must demonstrate respect and civility when interacting with other individuals during a visit. In addition, all visitors must immediately comply with any and all lawful directives given by a district employee, including a directive to leave the building.

B. Prohibited Conduct

Visitors must not do any of the following during a visit:

1. Violate any law;
2. Violate any district or school policy, regulation, rule, or procedure;
3. Make any threat or engage in any threatening or intimidating behavior;
4. Engage in any conduct that is designed to intimidate another person, or that could reasonably be perceived as being designed to intimidate another person;
5. Demonstrate hostility toward another person;
6. Engage in conduct that is objectively rude;
7. Use any obscene or foul language;
8. Make or participate in making any personal attacks against another person;
9. Make or participate in making any objectively disrespectful, demeaning, disparaging, or insulting comments or statements about or to another person;
10. Make unwelcome physical contact with any person ~~other than their own child~~, unless the physical contact is part of the normal greeting process, such as a handshake, or is reasonably necessary to prevent imminent harm to another person or serious harm to property;
11. Photograph, film, or otherwise create an audio or video record of any students, employees, or volunteers of the district, unless the visitor is on district property or in a limited part of a district facility to attend an event or activity that is open to the public, such as a School Board meeting or an athletic contest;

12. Enter onto school property while impaired from the use of alcohol or any other chemical;
13. Create or participate in creating a disruption to the learning or working environment. Examples of disruptive behavior include, but are not limited, to using a raised voice with shouting or yelling; swearing; talking with a teacher, classroom aide, or a student while observing in a classroom; using or allowing an electronic device to create noise or visual distractions or to make audio or video recordings in the classroom; and engaging in other conduct that interrupts a lesson while observing in a classroom.

VII. GROUNDS FOR DENYING A REQUEST TO VISIT

A. Parent Visits for Purpose Other than Classroom Observation

A central administrator, a building principal, an assistant principal, or a designee may deny permission for a parent to visit any part of a district facility if the central administrator, the principal, the assistant principal, or the designee determines that:

1. The parent has refused or failed to comply with any part of this policy;
2. The parent violated any rule or procedure of this policy while visiting a district facility on a prior occasion during the school year;
3. The requested date or time for the visit is educationally inappropriate or inconvenient;
4. The parent has created a disruption during a prior visit and is likely to create a disruption if permitted to visit again;
5. The parent's presence in the district facility is not in the best interests of student or staff;
6. The parent presents a risk of harm to other persons, including but not limited to students, staff members, other parents or community members, or to district property;
7. The parent's parental rights have been terminated, or the parent does not have physical or legal custody or visitation rights during the school day or the period of time when the parent wants to visit the district facility; or

8. The parent's actions or words suggest that the parent is impaired from using alcohol or another chemical.

B. Classroom Observations by Parent

A central administrator, the building principal, an assistant principal, or a designee may deny a parent's request to observe their child in the classroom, or may revoke permission for such a visit, if the central administrator, principal, assistant principal, or designee determines that:

1. Any of the reasons for denying a visit in Section V(A) of this policy have been met;
2. The parent has failed or refused to schedule the classroom observation in advance;
3. The parent observed in the classroom on a prior occasion during the school year and created a disruption;
4. The requested date or time for the observation is educationally inappropriate or inconvenient, such as when a test is being administered, when a substitute teacher or guest speaker is present, or when students are attending an assembly or going on a field trip;
5. The parent has already observed the child in the classroom on two occasions during the school year;
6. The parent's presence in the classroom is not in the best interests of the other persons, including but not limited to students, staff members, other parents, or community members.

C. Classroom Observations by an Independent Examiner

If the parent of a special education student requests an independent educational evaluation (IEE) or hires an independent examiner to evaluate a child, and the parent requests that the independent examiner be permitted to observe the child in the classroom, the district will allow the independent examiner to visit and observe the student in the classroom to the extent permitted by law, provided that the independent examiner complies with all provisions of this policy and does not create a disruption. The district may assign a staff member to accompany an independent examiner during all observations. An independent examiner may not interview any students at school or any district employees without prior written permission from the district. A district representative will be present during any interviews.

D. Parent's Right to Appeal

If a parent believes that a request to visit a district facility has been improperly denied, the parent may submit a written appeal to the Superintendent. The decision of the Superintendent, or a designee of the Superintendent, is final.

E. Visits by Third Parties

A central administrator, a building principal, an assistant principal, or a designee may, as they see fit, deny a visitor's request to visit any part of a district facility if the visitor is not a parent of a child who attends school in the facility.

VIII. PARKING

During school hours, visitors must park their vehicles in spaces designated for visitors. Vehicles that are parked in unauthorized spaces may be towed to a different location at the vehicle owner's expense.

VIV. PENALTIES

Permission to be in a district facility is conditioned upon compliance with this policy. Pursuant to Minnesota Statutes, section 609.605, subdivision 4, any person who violates this policy may be found guilty of a misdemeanor. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner and for a reasonable period of time pending the arrival of a law enforcement officer. In addition to imposing other consequences specified in this policy, a central administrator, building principal, or assistant principal may issue an order prohibiting a person from entering onto school property.

Legal References: Minn. Stat. § 123B.02 (General Powers of School Districts)
Minn. Stat. § 124D.09 (~~Post-Secondary~~ Postsecondary Enrollment Options Program)
Minn. Stat. § 128C.08 (Assaulting a Sports Official Prohibited)
Minn. Stat. § 609.605, Subd. 4 (Trespass ~~to School Property~~)

AGENDA ITEM: **Policy 905, Advertising**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Tim Maurer, Director of Community Services and Recreation;**
Tim Wald, Assistant Superintendent for Finance and Operations; and
Marisa Vette, Director of Communications and Community Relations

BACKGROUND:

School Board Policy 905, Advertising, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. There are no changes recommended to this policy.

The purpose of this policy is to provide guidelines for the advertising or promoting of products or services to students and parents in the schools.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 8, 2024 or a subsequent School Board meeting agenda for action.

Adopted: December 10, 2001
Revised: July 16, 2018
Revised: April 16, 2021
Revised: _____

*White Bear Lake Area
School District #624 Policy 905*

905 ADVERTISING

I. PURPOSE

The purpose of this policy is to provide guidelines for the advertising or promoting of products or services to students and parents in the schools.

II. GENERAL STATEMENT OF POLICY

The school district's policy is that the name, facilities, staff, students, or any part of the school district shall not be used for advertising or promoting the interests of a commercial or nonprofit agency or organization except as set forth below.

III. ADVERTISING GUIDELINES

- A. School publications, including publications such as programs and calendars, may accept and publish paid advertising provided they receive advance approval from the appropriate administrator. In no instance shall publications accept advertising for alcohol, tobacco, electronic cigarettes, drugs, drug paraphernalia, weapons, or pornographic or illegal materials. Advertisements may be rejected by the school district if determined to be inconsistent with the educational objectiveness of the school district or inappropriate for inclusion in the publication. The faculty advisor is responsible for screening all such advertising for appropriateness, including compliance with the school district policy prohibiting sexual, gender, disability, ethnic, racial, and religious harassment.
- B. The district may approve advertising in school district facilities or on school district property. The restrictions listed in Section A above will apply. Specific advertising must be approved by the superintendent or designee. In no instance will an advertising device be erected or maintained within 100 feet of a school that is visible to and primarily intended to advertise and inform or to attract or which does attract the attention of operators and occupants of motor vehicles.
- C. Donations that include or carry advertisements must be approved by the Superintendent or designee.
- D. The school district or a school may acknowledge a donation it has received from an organization by displaying a "donated by", "sponsored

in part by", or a similar by-line with the organization's name and/or symbol on the item. Examples include activity programs or yearbooks.

- E. Nonprofit entities and organizations may be allowed to use the school district name, students, or facilities for purposes of advertising or promotion if the purpose is determined to be educationally related and prior approval is obtained from the Superintendent or designee. Advertising will be limited to the specific event or purpose approved by the superintendent or designee.
- F. The inclusion of advertisements in school district publications, in school district facilities, or on school district property does not constitute approval and/or endorsement of any product, organization, or activity.

IV. ACCOUNTING

Advertising revenues must be accounted for and reported in compliance with UFARS.

Legal References: Minn. Stat. § 123B.93 (Advertising on School Buses)
Minn. Stat. § 125B.022 (Contracts for Computers or Related Equipment or Service)
Minn. Stat. § 173.08 (Excluded Road Advertising Devices)

Cross References: WBLASB Policy 421 (Gifts to Employees and School Board Members)
WBLASB Policy 702 (Accounting)

AGENDA ITEM: **Policy 906, Community Notification of
Predatory Offenders**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Tim Maurer, Director of Community Services
and Recreation**

BACKGROUND:

School Board Policy 906, Community Notification of Predatory Offenders, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes recommended to this policy are in sections II, III, and IV, and the legal references.

The purpose of this policy is to assist school administrators and staff members in responding to a notification by a law enforcement agency that a convicted predatory offender is moving into the school district so that they may better protect individuals in the school's care while they are on or near the school district premises or under the control of the school district.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 8, 2024 or a subsequent School Board meeting agenda for action.

906 COMMUNITY NOTIFICATION OF PREDATORY OFFENDERS

I. PURPOSE

The purpose of this policy is to assist school administrators and staff members in responding to a notification by a law enforcement agency that a convicted predatory offender is moving into the school district so that they may better protect individuals in the school's care while they are on or near the school district premises or under the control of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide information to staff regarding known predatory offenders that are moving into the school district so that they may monitor school premises for the safety of the school, its students, and employees. Staff will be notified and have access to Offender Fact Sheets as appropriate.
- B. The ~~s~~Superintendent, in cooperation with appropriate school transportation officials, will evaluate bus routes and bus stops. Bus drivers will have access to Offender Fact Sheets. If necessary, bus stops may be moved if they place children in close proximity to a predatory offender who has been convicted of crimes against children of similar ages.
- C. The ~~s~~Superintendent, in conjunction with the building principal or designee, shall prepare or provide safety information for distribution to students regarding protecting themselves from abuse, abduction, or exploitation. The school district will prepare a list of available resources. Staff will provide safety information to students on how to protect themselves against abuse, abduction, or exploitation. School officials may ask their police liaison officer or local law enforcement officials for assistance in providing instruction to staff and students.

III. DEFINITIONS

- A. "Criminal history conviction data" is public data on a convicted criminal which is compiled by the State Bureau of Criminal Apprehension (BCA). ~~(Minn. Stat. § 13.87)~~
- B. "Law enforcement agency" means the law enforcement agency having primary jurisdiction over the location where the offender expects to reside upon release. ~~(Minn. Stat. § 244.052, Subd. 1(3))~~

C. “Notification or Disclosure by Law Enforcement Agency”

1. Risk Level I - The local law enforcement agency may disclose certain information to other law enforcement agencies and to any victims of or witnesses to the offense committed by the offender. There will be no disclosure to school districts.
2. Risk Level II - In addition to those notified in Level I, a law enforcement agency may notify agencies and groups the offender is likely to encounter that the offender is about to move into the community and provide to those agencies and groups an Offender Fact Sheet on the offender. School districts, private schools, day-care centers, and other institutions serving those likely to be victimized by the predatory offender are included in a Level II notification.
3. Risk Level III - In most cases, the local law enforcement agencies will hold a public community meeting and distribute an Offender Fact Sheet with information concerning and a photograph of the soon-to-be-released Level III offender.

~~(Minn. Stat. § 244.052, Subd. 4)~~

D. “Offender Fact Sheet” is a data sheet compiled by the Department of Corrections or local law enforcement agency. The Offender Fact Sheet contains both public and private data, including a photograph and physical description of the predatory offender, as well as the general location of the offender’s residence.

1. A local law enforcement agency will generally provide Offender Fact Sheets for Level II predatory offenders directly to the school district.
2. Level III Offender Fact Sheets will be distributed at a public community meeting conducted by the local law enforcement agency.

E. “Risk Level Assessment” is the level of danger to the community as established by the Minnesota Department of Corrections following a review by a committee of experts. The level of risk assigned to a soon-to-be-released offender determines the scope of notification.

~~(Minn. Stat. § 244.052, Subds. 2, 3)~~

F. “Risk Levels”

1. “Level I” - Risk Level I is assigned to a predatory offender whose risk assessment score indicates a low risk of reoffense.

2. “Level II” - Risk Level II is assigned to a predatory offender whose risk assessment score indicates a moderate risk of reoffense.
3. “Level III” - Risk Level III is assigned to a predatory offender whose risk assessment score indicates a high risk of reoffense.

~~(Minn. Stat. § 244.052, Subd. 3(e))~~

- G. ~~The “Sex Offender Community Notification Act,” Minn. Stat. §~~ Minnesota Statutes, section 244.052, as amended, allows law enforcement agencies to disclose information about certain predatory offenders when they are released into the community. The information disclosed and to whom it is disclosed will depend upon their assessment of the level of risk posed by the predatory offender.

IV. PROCEDURES

A. Level II Notification

In keeping with the statutorily designated purpose that Offender Fact Sheets are to be used by staff members to secure the school and protect individuals in the school district’s care while they are on or near the school district’s premises or under the control of the school district, the school district will take the following steps:

1. The ~~s~~Superintendent shall notify the law enforcement agencies within the school district that all appropriate Level II and Level III notifications are to be provided at least to the ~~s~~Superintendent of schools.
2. Upon notification of the release of a Level II predatory offender, the ~~s~~Superintendent shall forward the Offender Fact Sheet to all building principals and District Center administrators. This would include transportation, food service, buildings and grounds supervisors, and Community Services & Recreation.
3. Principals of schools in close proximity to the Level II predatory offender’s residence shall meet with staff and show the Offender Fact Sheet to persons within the buildings who supervise students or who would be in a position to observe if the Level II offender was in or around the school. This includes, but is not limited to, administrators, teachers, coaches, paraprofessionals, custodians, clerical and office workers, food service workers, school-age care workers, volunteers, and transportation providers.
4. The school district shall request criminal history conviction data on the Level II predatory offender from the Minnesota Bureau of

Criminal Apprehension. On a case-by-case basis, the sSuperintendent may determine whether to send a letter to parents with general information regarding the release of the Level II offender and a copy of the criminal history conviction data that the school district obtained from the BCA. The offender fact sheet contains data classified as private or not public under Minnesota law and may only be distributed to parents, students, or others outside the school district if it determines the release is for the purpose of securing the schools and protecting individuals under the school district's care while they are on or near school premises.

5. The building administrator shall cause the Offender Fact Sheet to be posted in each building in an area accessible to staff and employees but not the general public unless a determination has been made that public posting will help secure the school or protect students.
6. The school district shall not distribute or provide access to Level II Offender Fact Sheets to parents, students, or others outside the school district unless a determination has been made that dissemination of the data will help secure the school or protect students.

B. Level III Notification

1. The sSuperintendent shall notify the law enforcement agencies within the school district that all Level III notifications of public community meetings are to be provided to the sSuperintendent of schools.
2. When a Level III predatory offender is released into a community, generally, the local law enforcement agency will notify the school district of the time and location of the public community meeting at which the Level III Offender Fact Sheet will be distributed to the community.
3. When the school district receives this information, the sSuperintendent shall determine on a case-by-case basis whether the school district will notify parents and students of the time, date, and location of the public community meeting.
4. When notified of a Level III predatory offender public community meeting, the sSuperintendent or another school district administrator designated by the sSuperintendent shall attend the community notification meeting.

5. When the school district receives information that a Level III predatory offender is moving into the school district, in addition to following the procedures specified above, the school district shall follow the procedures outlined for a Level II notification.
6. If the predatory offender is participating in programs offered by the school district that require or allow the person to interact with children other than the person's children, the ~~s~~Superintendent shall notify parents of children in the school district of the contents of the Offender Fact Sheet.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 244.052 (Predatory Offenders; Notice ~~Community Notification~~)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
34 U.S.C. 20901 et seq. (Jacob Wetterling, Megan Nicole Kanka, and Pam Lychner Sex Offender Registration and Notification Program)
~~42 U.S.C. § 16901 et seq. (Jacob Wetterling Crimes Against Children and Sexually Violent Offender Registration Program)~~
Dept. of Admin. Advisory Op. No. 98-004

Cross References: WBLASB Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
WBLASB Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
WBLASB Policy 903 (Visitors to School District Property and Facilities)

E. OPERATIONAL ITEMS

AGENDA ITEM: **Action on Naming of White Bear Lake Area High School Gymnasium**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Earlier in tonight's meeting, Tim Wald, Assistant Superintendent for Finance and Operations presented a recommendation for the name of the White Bear Lake Area High School gymnasium.

RECOMMENDATION:

Approve "Galvin Court" as the name of the White Bear Lake Area High School gymnasium as recommended.

AGENDA ITEM: **Action on Resolution for Acceptance of
Glasrud Grants**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Operational Items**

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

BACKGROUND:

The White Bear Lake Area Educational Foundation has forwarded 7 Glasrud Grants to the Superintendent, with a request that these grants be formally accepted by the School Board.

As part of their internal process, prior to consideration of any proposal the Foundation reviews the proposals with our administration. We confirm that proposals are consistent with our curriculum, and if technology is used, consistent with our technology plan.

RECOMMENDATION:

Accept the following resolution for 7 Glasrud Grants from the White Bear Lake Area Educational Foundation as shown in the attached materials.

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:

GLASRUD 2024 GRANT PROPOSALS
RECOMMENDED BY THE PROGRAM COMMITTEE OF THE WBLAEF
Approved: \$17,859

1.BARR Collaboration - Palm Springs

Hannah Hensley, Cassidy Wegwerth - 9th and 10th grade Geography and Ethnic Studies and US History

This BARR (Building Assets,Reducing Risks) conference is in Palm Springs, CA from April 23-April 25th. This conference will allow for networking with affiliated schools and professionals from across the country. The conference provides new and innovative approaches to student success both academically and emotionally.

2. ASCA (American School Association) National Conferences

Jill Bristow, Karen Schmitz, Calli Moreau
Central Middle School - Counseling

This conference is from July 13-16th in Kansas City, Missouri. This conference is a premier event for in-depth school counseling related educational sessions. It will allow the group to discover best practices in the field and improve the school counseling program.

3. Meaningful Speech Course and Education

Shannon Walsh, Karolyn Erickson
Otter Lake Elementary - Speech and Language Pathologists K-5

This is a self paced on-line course that will allow Shannon and Karolyn to become qualified in providing assessment, interventions and coaching for staff and families on how best to support students who communicate with delayed echolalia, scripting, autism spectrum disorder, and AAC devices.

4. Conscious Discipline Institute

Amy Van Akkeren
North Star Elementary -Special Education

The Conscious Discipline Institute will take place in Palm Springs, CA, June 21-26. Amy has participated in virtual training and has done readings on this topic. She will deepen her understanding and knowledge of how best to expand and implement this work so she can increase her proficiency in Conscious Discipline to help increase competency and practice across the district.

5. Innovative Education Models in Seattle

Kelly Coorough, Alyssa Larson

Matoska International World IB School - 1st and 2nd grade

They will visit a school in Seattle to observe the social/learning spaces as well as meet with school administration and educators. They hope to gain insight on how to implement the new CKLA curriculum in a team teaching, looping, and multi-age settings.

6. Ethnic Studies Pathway XITO Conference

Briana Santoscoy, Mark Domshot, Hannah Hensley

North and South Campus - grades 10-11

This team along with Alex Doucette, Taelynn Gittens, Russ Reetz will be attending the Conference from February 16-18th in Seattle, Washington. The team will have the opportunity to immerse themselves in research based best practices for culturally, socially and historically responsive/sustainable/empowering pedagogical approaches that are highly effective especially with traditionally marginalized and underserved student populations.

7. Experiencia Colombia

Sarah Forestell - White Bear Lake Area High School - North and South Campus - Grades 9-12
Spanish

Experiencia Colombia is a unique personalized professional development and teacher workshop completely conducted in Spanish. It is a five day workshop, June 16-21 that takes place in Bochalema, Colombia. The daily schedule includes teacher workshops, a cultural experience, authentic meals as a group, a guided mindfulness workshop along with time to explore. Training will be provided based on the participants experience and interests.

AGENDA ITEM: **Action on Bid for Vadnais Heights
Elementary Partial Roof Replacement
Package**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Attached please find the recommendation letter and bid tabulation sheet for the Vadnais Heights Elementary Partial Roof Replacement Package. Bids were opened on February 27, 2024. After reviewing the bids with our project engineer, Roof Spec, Inc. it is recommended we award to the lowest conforming bidder, BL Dalsin Roofing, for a total project amount of \$633,317.00. The highest bid for the project was \$840,340.00

RECOMMENDED ACTION:

Accept the overall bid for the Vadnais Heights Elementary Partial Roof Replacement Package as presented, to BL Dalsin Roofing in the amount of \$633,317.00.



**2400 Prior Avenue N.
St. Paul, MN 55113
651-639-0644
www.rsi-be.com**

February 28, 2024

Mr. Daniel Roeser
Building Operations Supervisor
White Bear Lake Area Schools, ISD #624
4855 Bloom Avenue
White Bear Lake, MN 55110

Cell: 651-426-7690

Email: Daniel.roeser@isd624.org

**SUBJECT: WHITE BEAR LAKE AREA SCHOOLS
ROOF REPLACEMENT
VADNAIS HEIGHT ELEMENTARY SCHOOL
ROOF AREAS A-G
RSI PROJECT #24-5073-02**

Dear Mr. Roeser:

On the attached tabulation of bids received for the re-roofing of the Vadnais Heights Elementary School roof areas A through G, BL Dalsin Roofing is the apparent low bidder with a base bid amount of \$633,317.00.

Based on the above, we would recommend award of the base bid package to BL Dalsin Roofing for a total contract amount of \$633,317.00.

If you should have any questions or require further information, please contact our office.

Respectfully,
Roof Spec, Inc.

Andrea Noonan, RRO
Senior Project Manager

Enclosure – Bid Tab

BID OPENING

VADNAIS HEIGHT ELEMENTARY SCHOOL

RSI #24-5073-02



2400 Prior Avenue N.
St. Paul, MN 55113
651-639-0644
www.rsi-be.com

Contractor	Base Bid	Unit Prices			Qualified Contractor Forms	Bonds	Acknowledge Addendums 1 & 2
		Metal Deck Replacement	Drain Replacement	Wet Insulation			
Berwald	\$584,000.00	\$20.00	\$2,800.00	\$2.50	No	Yes	Yes
BL Dalsin	\$633,317.00	\$27.50	\$1,733.00	\$3.85	Yes	Yes	Yes
Central Roofing	\$840,340.00	\$22.00	\$2,280.00	\$3.50	Yes	Yes	Yes
John A Dalsin	\$789,729.00	\$18.00	\$2,600.00	\$4.65	Yes	Yes	Yes
Peterson	\$634,155.00	\$27.50	\$3,500.00	\$2.50	Yes	Yes	Yes

*** Due to Berwald not submitting Qualified Contractor forms with bid, their bid has been rejected.**

AGENDA ITEM: **Action on Bid for Sunrise Park Middle School Renovation Technology Package**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Attached please find the recommendation letter for the Sunrise Park Middle School Renovation Technology Package. This project is to be purchased through the University of Minnesota joint purchasing program, meeting requirements for public procurement. After reviewing with the Construction Manager, Kraus Anderson, it is recommended we award the bid to Advanced Systems Integration (ASI), with a bid of \$618,543.75.

RECOMMENDED ACTION:

Accept the overall bid for the Sunrise Park Middle School Renovation Technology Package as presented, to Advanced Systems Integration (ASI) in the amount of \$618,543.75.

February 20th, 2024

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

RE: **White Bear Lake Sunrise Park District Center – State Contract Technology Package**

Dear Mr. Wald,

This letter is concerning the contract award for the White Bear Lake Sunrise Park District Center Technology Package received on January 9th, 2024 via the Joint Powers Agreement on File at the University of Minnesota Purchasing Services as the 158th Entity Entitled for use. Kraus-Anderson has verified the enclosed proposal and submit the following responsible contractor and their proposal amount.

<u>Work Scope</u>		<u>Contractor, City, State</u>	<u>Bid Amount</u>	
WS TA	Technology	Advanced Systems Integration, LLC Burnsville, MN	Base Bid:	\$618,543.75

Total: \$618,543.75

The total amount of the proposal is six hundred and eighteen thousand, five hundred and forty three dollars and seventy five cents..

We have enclosed the complete proposal breakdown.

If you have any questions regarding this information, please do not hesitate to contact me at 612.255.2389

Very truly yours,
KRAUS-ANDERSON® CONSTRUCTION COMPANY



AJ Lillesve
Project Manager

Cc: Dan Roeser, White Bear Lake Area Schools
Kevin Fernandez, White Bear Lake Area Schools
Tyler Ertl, Wold Architects & Engineers
Paul Apilkowski, Wold Architects & Engineers
Mike Veaderko, Kraus-Anderson Construction

AGENDA ITEM: **Policy 408, Subpoena of a School District Employee**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 408, Subpoena of a School District Employee, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in February and is being recommended for a second reading. The changes recommended to this policy are in section III, and the legal and cross references.

The purpose of this policy is to protect the privacy rights of school district employees and students under both state and federal law when requested to testify or provide educational records for a judicial or administrative proceeding.

RECOMMENDED ACTION:

Approve School Board Policy 408, Subpoena of a School District Employee, as recommended by the School Board Policy Committee and Cabinet.

Adopted: April 29, 1996
Revised: January 10, 2005
Revised: November 8, 2007
Revised: March 1, 2021

White Bear Lake Area
School District #624 Policy 408

Revised: _____

408 SUBPOENA OF A SCHOOL DISTRICT EMPLOYEE

I. PURPOSE

The purpose of this policy is to protect the privacy rights of school district employees and students under both state and federal law when requested to testify or provide educational records for a judicial or administrative proceeding.

II. GENERAL STATEMENT OF POLICY

This policy is to provide guidance and direction for school district employees who may be subpoenaed to testify and/or provide educational records for a judicial or administrative proceeding.

III. DATA CLASSIFICATION

A. Educational Data

1. State Law

The Minnesota Government Data Practices Act (MGDPA), Minnesota Statutes, chapter .Stat. Ch. 13, classifies all educational data, except for directory information as designated by the school district, as private data on individuals. The state statute provides that private data on individuals may not be released, except pursuant to a valid court order or informed consent by the subject of the data or a parent or guardian if the subject of the data is a minor.

2. Federal Law

The Family Educational Rights and Privacy Act (FERPA), 20 United States Code, section .S.C. 1232g, provides that educational data may not be released, except pursuant to informed consent by the individual subject of the data or any lawfully issued subpoena. Regulations promulgated under the federal law require that the school district must first make a reasonable effort to notify the parent or guardian of the student, or the student if the student is 18 years of age or older, of the subpoena in advance of releasing the information pursuant to the subpoena.

B. Personnel Data

The MGDPA, ~~Minn. Stat. Ch. 13~~, also classifies all personnel data, except for certain data specifically classified as public, as private data on individuals. The state statute provides that **private data on individuals may not be released, except pursuant to a valid court order or informed consent by the subject of the data.**

IV. APPLICATION AND PROCEDURES

- A. Any employee who receives a subpoena for any purpose related to employment is to inform the building administrator or designated supervisor when the employee receives the subpoena. The building administrator or designated supervisor shall immediately inform the Superintendent or the Director of Human Resources that the employee has received a subpoena.
- B. No employee may release educational data, personnel data, or any other data of any kind without consultation in advance with the school district official who is designated as the authority responsible for the collection, use and dissemination of data.
- C. Payment for attendance at judicial or administrative proceedings and the retention of witness and mileage fees is to be determined in accordance with the applicable School Board policies and collective bargaining agreements.
- D. The administration shall not release any information except in strict compliance with state and federal law and this policy. Recognizing that an unauthorized release may expose the school district or its employees to civil or criminal penalties or loss of employment, the administration shall confer with school district legal counsel prior to release of such data.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Rules 1205.0100, Subp. 5 (~~How These Rules Apply~~~~Minnesota Rules Regarding Data Practices~~)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

Cross References: WBLASB Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee, or Student)
WBLASB Policy 515 (Protection and Privacy of ~~Student~~ ~~Pupil~~ Records)
MSBA ~~Service Manual, Chapter 13, School~~ Law Bulletin “I” (School Records-Privacy-Access to Data)

AGENDA ITEM: **Policy 409, Employee Publications, Instructional Materials, Inventions and Creations**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 409, Employee Publications, Instructional Materials, Inventions and Creations, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in February and is being recommended for a second reading. There are no changes recommended to this policy.

The purpose of this policy is to identify and reserve the proprietary rights of the school district to certain publications, instructional materials, inventions, and creations which employees may develop or create, or assist in developing or creating, while employed by the school district.

RECOMMENDED ACTION:

Approve School Board Policy 409, Employee Publications, Instructional Materials, Inventions and Creations, as recommended by the School Board Policy Committee and Cabinet.

Adopted: April 29, 1996
Revised: June 11, 2001
Revised: March 8, 2010
Revised: February 8, 2021

White Bear Lake Area
School District #624 Policy 409

Revised: _____

409 EMPLOYEE PUBLICATIONS, INSTRUCTIONAL MATERIALS, INVENTIONS AND CREATIONS

I. PURPOSE

The purpose of this policy is to identify and reserve the proprietary rights of the school district to certain publications, instructional materials, inventions, and creations which employees may develop or create, or assist in developing or creating, while employed by the school district.

II. GENERAL STATEMENT OF POLICY

Unless the employee develops, creates or assists in developing or creating a publication, instructional material, invention or creation entirely on the employee's own time and without the use of any school district facilities or equipment, the employee shall immediately disclose and, on demand of the school district, assign any rights to publications, instructional materials, computer programs, materials posted on websites, inventions or creations which the employee develops or creates or assists in developing or creating during the term of employee's employment and for ten (10) years thereafter. In addition, employees shall sign such documents and perform such other acts as may be necessary to secure the rights of the school district relating to such publications, instructional materials, computer programs, materials posted on websites, inventions and/or creations, including domestic and foreign patents and copyrights.

III. NOTICE OF POLICY

The school district shall give employees notice of this policy by such means as are reasonably likely to inform them of this policy.

Legal References: Minn. Stat. § 181.78 (Agreements; Terms Relating to Inventions)
17 U.S.C. § 101 et seq. (Copyrights)

Cross References:

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

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

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

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

RECOMMENDED ACTION:

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

Adopted: April 29, 1996
Revised: May 9, 2005
Revised: September 14, 2009
Revised: August 8, 2011
Revised: October 13, 2014
Revised: December 9, 2019
Revised: April 11, 2022
Revised: _____

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

Revised: September 10, 2012
Revised: April 9, 2018
Revised: July 12, 2021
Revised: April 10, 2023

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

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

A. “Covered active duty” means:

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

B. “Covered service member” means:

1. A member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment,

recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; and

2. A veteran who is undergoing medical treatment, recuperation, or therapy for a serious injury or illness and who was a member of the Armed Forces, including a member of the National Guard or Reserves, at any time during the period of five years preceding the date on which the veteran undergoes that medical treatment, recuperation or therapy.
- C. “Eligible employee” means an employee who has been employed by the school district for a total of at least 12 months and who has been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave. An employee returning from fulfilling their Uniformed Services Employment and Reemployment Rights Act (USERRA)-covered service obligation shall be credited with the hours of service that would have been performed but for the period of absence from work due to or necessitated by USERRA-covered service. In determining whether the employee met the hours of service requirement, and to determine the hours that would have been worked during the period of absence from work due to or necessitated by USERRA-covered service, the employee’s pre-service work schedule can generally be used for calculations. While the 12 month of employment need not be consecutive, employment periods prior to a break in service of seven years or more may not be counted unless: (1) the break is occasioned by the employee’s fulfillment of ~~their~~ ~~his or her~~ National Guard or Reserve military service obligation; or (2) a written agreement, including a collective bargaining agreement, exists concerning the school district’s intention to rehire the employee after the break in service.
- D. “Military caregiver leave” means leave taken to care for a covered service member with a serious injury or illness.
- E. “Next of kin of a covered service member” means the nearest blood relative other than the covered service member’s spouse, parent, or child, in the following order of priority: blood relatives who have been granted legal custody of the covered service member by court decree or statutory provisions, siblings, grandparents, aunts and uncles, and first cousins, unless the covered service member has specifically designated in writing another blood relative as their nearest blood relative for purposes of military caregiver leave under the FMLA. When no such designation is made and there are multiple family members with the same level of relationship to the covered service member, all such family members shall be considered the covered service member’s next of kin, and the employee may take FMLA leave to provide care to the covered service member, either consecutively or simultaneously. When such

designation has been made, the designated individual shall be deemed to be the covered service member's only next of kin.

- F. "Outpatient status" means, with respect to a covered service member, the status of a member of the Armed Forces assigned to:
1. a military medical treatment facility as an outpatient; or
 2. a unit established for the purpose of providing command and control of members of the Armed Forces receiving care as outpatients.
- G. "Qualifying exigency" means a situation where the eligible employee seeks leave for one or more of the following reasons:
1. to address any issues that arise from a short-notice deployment (seven calendar days or less) of a covered military member;
 2. to attend military events and related activities of a covered military member;
 3. to address issues related to childcare and school activities of a covered military member's child;
 4. to address financial and legal arrangements for a covered military member;
 5. to attend counseling provided by someone other than a health care provider for oneself, a covered military member, or their ~~his/her~~ child;
 6. to spend up to fifteen calendar days with a covered military member who is on short-term, temporary rest and recuperation leave during a period of deployment;
 7. to attend post-deployment activities related to a covered military member;
 8. to address care needs of a covered military member's parent who is incapable of self-care; and
 9. to address other events related to a covered military member that both the employee and school district agree is a qualifying exigency.
- H. "Serious health condition" means an illness, injury, impairment, or physical or mental condition that involves:

1. inpatient care in a hospital, hospice, or residential medical care facility; or
 2. continuing treatment by a health care provider.
- I. “Spouse: means a husband or wife. For purposes of this definition, husband or wife refers to the other person with whom an individual entered into marriage as defined or recognized under state law for purposes of marriage in the state in which the marriage was entered into or, in the case of a marriage entered into outside of any state, if the marriage is valid in the place where entered into and could have been entered into in at least one state. This definition includes an individual in a common law marriage that either: (1) was entered into in a state that recognizes such marriages; or (2) if entered into outside of any state, is valid in the place where entered into and could have been entered into in at least one state.
- J. “Veteran” has the meaning given in 38 United States Code section 101.

IV. LEAVE ENTITLEMENT

- A. Twelve-week Leave under Federal Law
1. Eligible employees are entitled to a total of 12 work weeks of unpaid family or medical leave during the applicable 12-month period as defined below, plus any additional leave as required by law. Leave may be taken for one or more of the following reasons in accordance with applicable law:
 - a. birth or adoption of the employee’s child and to care for such child;
 - b. placement of an adopted or foster child with the employee;
 - c. to care for the employee’s spouse, child, or parent with a serious health condition;
 - d. the employee’s serious health condition makes the employee unable to perform the functions of the employee’s job; and/or
 - e. any qualifying exigency arising from the employee’s spouse, child, or parent being on covered active duty, or notified of an impending call or order to covered active duty in the Armed Forces

2. For the purposes of this policy, “year” is defined as a rolling 12-month period measured backward from the date an employee’s leave is to commence.
3. An employee’s entitlement to FMLA leave for the birth, adoption, or foster care of a child expires at the end of the 12-month period beginning on the date of the birth or placement.
4. A “serious health condition” typically requires either inpatient care or continuing treatment by or under the supervision of a health care provider, as defined by applicable law. Family and medical leave generally is not intended to cover short term conditions for which treatment and recovery are very brief.
5. A “serious injury or illness,” in the case of a member of the Armed Forces, including a member of the National Guard or Reserves, means:
 - a. injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces (or that existed before the beginning of the member’s active duty and was aggravated by service in the line of duty on active duty in the Armed Forces) and that may render the member medically unfit to perform the duties of the member’s office, grade, rank, or rating; and
 - b. in the case of a veteran who was a member of the Armed Forces, including a member of the National Guard or Reserves, at any time, during the period of five years preceding the date on which the veteran undergoes the medical treatment, recuperation, or therapy, means a qualifying injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces or that existed before the beginning of the member’s active duty and was aggravated by service in the line of duty in the Armed Forces and that manifested itself before or after the member became a veteran, and is:
 - (1) a continuation of a serious injury or illness that was incurred or aggravated when the covered veteran was a member of the Armed Forces and rendered the service member unable to perform the duties of the service member’s office, grade, rank, or rating; or
 - (2) a physical or mental condition for which the covered veteran has received a U.S. Department of Veterans Affairs Service-Related Disability (VASRD) rating of 50

percent or greater and such VASRD rating is based, in whole or in part, on the condition precipitating the need for military caregiver leave; or

- (3) a physical or mental condition that substantially impairs the covered veteran's ability to secure or follow a substantially gainful occupation by reason of a disability or disabilities related to military service, or would do so absent treatment: or
- (4) an injury, including a psychological injury, on the basis of which the covered veteran has been enrolled in the Department of Veterans Affairs Program of Comprehensive Assistant for Family Caregivers.

- 6. Eligible spouses employed by the school district are limited to an aggregate of 12 weeks of leave during any 12-month period for the birth and care of a newborn child or adoption of a child, the placement of a child for foster care, or to care for a parent. This limitation for spouses employed by the school district does not apply to leave taken by one spouse to care for the other spouse who is seriously ill, to care for a child with a serious health condition; because of the employee's own serious health condition; or pursuant to Paragraph IV.A.l.e. above.
- 7. Depending on the type of leave, intermittent or reduced schedule leave may be granted at the discretion of the school district or when medically necessary. However, part-time employees are only eligible for a pro-rata portion of leave to be used on an intermittent or reduced schedule basis, based on their average hours worked per week. Where an intermittent or reduced schedule leave is foreseeable based on planned medical treatment, the school district may transfer the employee temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position, and which has equivalent pay and benefits.
- 8. If an employee requests a leave for the serious health condition of the employee or the employee's spouse, child, or parent, the employee will be required to submit sufficient medical certification. In such a case, the employee must submit the medical certification within 15 days from the date of the request or as soon as practicable under the circumstances.
- 9. If the school district has reason to doubt the validity of a health care provider's certification, it may require a second opinion at the school district's expense. If the opinions of the first and

second health care providers differ, the school district may require certification from a third health care provider at the school district's expense. An employee may also be required to present a certification from a health care provider indicating that the employee is able to return to work.

10. Requests for leave shall be made to the school district. When leave relates to an employee's spouse, child, parent, or covered service member being on covered active duty, or notified of an impending call or order to covered active duty pursuant to Paragraph IV.A.1.e. above, and such leave is foreseeable, the employee shall provide reasonable and practical notice to the school district of the need for leave. For all other leaves, employees must give 30 days' written notice of a leave of absence where practicable. The failure to provide the required notice may result in a delay of the requested leave. Employees are expected to make a reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the school district, subject to and in coordination with the health care provider.
11. The school district may require that a request for leave under Paragraph IV. A.1.e. above be supported by a copy of the covered military member's active duty orders or other documentation issued by the military indicating active duty or a call to active duty status and the dates of active duty service. In addition, the school district may require the employee to provide sufficient certification supporting the qualifying exigency for which leave is requested.
12. During the period of a leave permitted under this policy, the school district will provide health insurance under its group health plan under the same conditions coverage would have been provided had the employee not taken the leave. The employee will be responsible for payment of the employee contribution to continue group health insurance coverage during the leave. An employee's failure to make necessary and timely contributions may result in termination of coverage. An employee who does not return to work after the leave may be required, in some situations, to reimburse the school district for the cost of the health plan premiums paid by it.
13. The school district may request or require the employee to substitute accrued paid leave for any part of the 12-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for implementation of this policy, if any. Employees eligible for leave must comply with the

family and medical leave directives and guidelines prior to starting leave. The Superintendent or Superintendent's designee shall be responsible to develop directives and guidelines as necessary to implement this policy.

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

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

B. Twelve-week Leave under State Law

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

C. Twenty-six-week Service Member Family Military Leave

1. An eligible employee who is the spouse, child, parent, or next of kin of a covered service member shall be entitled to a total of 26 work weeks of leave during a 12-month period to care for the

service member. The leave described in this paragraph shall be available only during a single 12-month period. For purposes of this leave, the need to care for a service member includes both physical and psychological care.

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

V. SPECIAL RULES FOR INSTRUCTIONAL EMPLOYEES.

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

- B. Instructional employees who request foreseeable medically necessary intermittent or reduced work schedule leave greater than 20 percent of the work days in the leave period may be required to:
1. take leave for the entire period or periods of the planned medical treatment; or
 2. move to an available alternative position for which the employee is qualified, and which provides equivalent pay and benefits, but not necessarily equivalent duties.
- C. Instructional employees who request continuous leave near the end of a trimester or semester may be required to extend the leave through the end of the trimester or semester. The number of weeks remaining before the end of a semester does not include scheduled school breaks, such as summer, winter, or spring break.
1. If an instructional employee begins leave for any purpose more than five weeks before the end of a trimester or semester and it is likely the leave will last at least three weeks, the school district may require that the leave be continued until the end of the trimester or semester.
 2. If the instructional employee begins leave for a purpose other than the employee's own serious health condition during the last five weeks of a trimester or semester, the school district may require that the leave be continued until the end of the trimester or semester if the leave will last more than two weeks or if the employee's return from leave would occur during the last two weeks of the trimester or semester.
 3. If the instructional employee begins leave for a purpose other than the employee's own serious health condition during the last three weeks of a trimester or semester and the leave will last more than five working days, the school district may require the employee to continue taking leave until the end of the trimester or semester.
 4. If the school district requires an instructional employee to extend leave through the end of a semester as set forth in this paragraph, only the period of leave until the employee is ready and able to return to work shall be charged against the employee's FMLA leave entitlement. Any additional leave required by the school district to the end of the school term is not counted as FMLA leave but as an unpaid or paid leave, to the extent the instructional employee has accrued paid leave available and the school district shall maintain the employee's group health

insurance and restore the employee to the same or equivalent job, including other benefits, at the conclusion of the leave.

VI. DISTRICT LEAVE PROVISIONS

A. General leaves of absence

1. All leaves of absence that are of a duration of 20 workdays or greater require School Board approval, as does the employment of a replacement for an employee on said leave. The Director of Human Resources has the authority to approve leaves of absence of a duration less than 20 workdays, as well as the employment of a replacement for an employee on said leave.
2. All leave of absence requests must be submitted in writing to the Human Resources Department at least 30 workdays in advance of the leave unless the leave is for an entire school year, in which case the request needs to be submitted by March 1 of the previous school year. Notice of intent to return to work following an annual leave of absence must be submitted in writing to the Human Resources Department by March 1 of the year of the leave (failure to do so will result in the district assuming the employee is returning to work as scheduled). The Director of Human Resources has the authority to waive these timelines based on a consideration of all the surrounding facts and circumstances.
3. In acting on employee leave requests, the School Board will observe provisions of the appropriate employee master agreement, district policy, and applicable state and federal statutes. In making recommendations to the School Board regarding leave without pay approval, district administration will consider both the reasons for the employee's request and the needs of the district. In general, concerns related to the educational program will take precedence over personal interests of the employee. Factors to be considered may include the following:
 - a. The stated reason(s) of the employee in requesting a leave;
 - b. Relevant provisions of the appropriate employee master agreement, district policy and/or state and federal statute(s);
 - c. Length of service to the district of the employee applying for the leave. (Normally the district will not approve any leave during an employee's probationary period other than leaves required by law or collective bargaining agreement.)

- d. Length of leave request. Normally, the length of an approved leave of absence for other reasons shall not exceed one (1) year. In extenuating circumstances, an extension of one (1) additional year may be granted for a maximum of two consecutive years of leave.
- e. Record of previous leaves taken by the employee;
- f. Availability of qualified substitute employees;
- g. Number of other employees in the same assignment category currently on leaves of absence;
- h. Timing of the leave as it relates to potential disruption to students, other staff, and educational programming. Whenever possible, leaves should begin when the school year begins and end when the school year ends. If that is not possible, the beginning or ending of a leave should coincide with a natural break point during the school year.
- i. Potential benefits to the district;
- j. Whether the purpose of the leave can be scheduled or accomplished during a non-duty (school vacation/break) period.

B. Non-delivering parent leave

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

C. Jury Duty

- 1. Personnel shall be released from job responsibilities in order to perform jury duty.

2. On days when jury duty requires only a portion of the work day, the employee shall work the remaining portion of the day.
3. The compensation of an employee shall not be reduced as a result of jury duty.
4. Any jury compensation, excluding mileage, meals or lodging, shall be assigned to the district.

VII. OTHER

- A. The provisions of this policy are intended to comply with applicable law, including the FMLA and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by the FMLA and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.
- B. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.

VIII. DISSEMINATION OF POLICY

- A. A poster prepared by the U.S. Department of Labor summarizing the major provisions of the Family and Medical Leave Act and informing employees how to file a complaint shall be conspicuously posted in each school district building in areas accessible to employees and applicants for employment.
- B. This policy will be reviewed at least annually for compliance with state and federal law.

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

Cross References: ~~MSBA School Law Bulletin “M” (Licensed and Non-Licensed School District Employee Leave)~~

AGENDA ITEM: **Policy 430, Employee/Visitor ID Badge**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Maurer, Director of Community Services
and Recreation**

BACKGROUND:

School Board Policy 430, Employee/Visitor ID Badge, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in February and is being recommended for a second reading. The changes recommended to this policy are in section III.

The purpose of this policy is to allow students to know that the staff and visitors they encounter are authorized to be in the building.

RECOMMENDED ACTION:

Approve School Board Policy 430, Employee/Visitor ID Badge, as recommended by the School Board Policy Committee and Cabinet.

Adopted: November 11, 1996
Revised: June 11, 2001
Revised: January 11, 2021
Revised: _____

*White Bear Lake Area
School District #624 Policy 430*

430 EMPLOYEE/VISITOR ID BADGE

I. PURPOSE

Staff and visitor identification cards are the primary way for a student to know whether the adult they encounter is authorized to be in the building. All staff members and visitors will be issued and must display an identification card that is supplied by the district.

II. DEFINITION

“Identification card” means the staff ID badge produced by the White Bear Lake Area School District for each staff member and the visitor card distributed to building visitors.

III. PROCESS

A. Distribution

Staff -- each staff member will be issued one card at the beginning of each school year. New staff members starting at other times during the year will be issued a card prior to the start of employment.

Visitors -- all visitors to the building during the school day will be issued a visitor card to be displayed while in the building or during any activity. Visitors will return their card prior to leaving the building.

B. Staff members must wear their ID badge:

- when in school buildings or on school grounds.
- while accompanying students as a part of an off-grounds district activity.
- during any official activity as a representative of the school district.

C. If a staff member does not have **their** ~~his/her~~ badge available for display under the condition described above, a temporary numbered badge will be issued until the badge is replaced or recovered.

D. The district may charge for the cost to replace any ID badge which was lost.

E. ID badges may be reclaimed by the district administration according to procedures communicated to all employees.

IV. VIOLATIONS

Disciplinary measures may occur for failure to follow School Board policy.

AGENDA ITEM: **Policy 904, Distribution of Materials on School District Property by Nonschool Persons**

MEETING DATE: **March 4, 2024**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Maurer, Director of Community Services and Recreation**

BACKGROUND:

School Board Policy 904, Distribution of Materials on School District Property by Nonschool Persons, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in February and is being recommended for a second reading. The changes recommended to this policy are in the title, and sections I, III, IV, V, VI, and VIII.

The purpose of this policy is to provide for distribution of materials appropriate to the school setting by non-employees and non-students on school district property in a reasonable time, place and manner which does not disrupt the educational program nor interfere with the educational objectives of the school district.

RECOMMENDED ACTION:

Approve School Board Policy 904, Distribution of Materials on School District Property by Nonschool Persons, as recommended by the School Board Policy Committee and Cabinet.

Adopted: October 9, 1995
Revised: April 13, 2009
Revised: December 13, 2010
Revised: May 8, 2017
Revised: _____

*White Bear Lake Area
School District #624 Policy 904*

Revised: December 14, 2020

904 DISTRIBUTION OF MATERIALS ON SCHOOL DISTRICT PROPERTY BY NONSCHOOL PERSONS OR NONSCHOOL ORGANIZATIONS

I. PURPOSE

The purpose of this policy is to provide for distribution of materials appropriate to the school setting by non-employees, ~~and non-students~~, and nonschool organizations on school district property in a reasonable time, place and manner which does not disrupt the educational program nor interfere with the educational objectives of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district intends to provide a method for nonschool persons and organizations to distribute materials appropriate to the school setting as deemed by the district, within the limitations and provisions of this policy.
- B. Political materials that align with the curriculum used for that course may be used for teaching purposes. Care should be given to present politically balanced materials during current political campaigns.
- C. Teachers may invite political speakers, but must give equal time to presenters from an opposing party.
- D. Campaign literature can be distributed on school property only during non-school hours.
- E. To provide for orderly and nondisruptive distribution of materials, the School Board adopts the following guidelines and procedures.

III. DEFINITIONS

- A. "Distribution" means circulation or dissemination of materials by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying materials, or placing materials in internal staff or student mailboxes.
- B. "Libelous" is a false and unprivileged statement about a specific individual that tends to harm the individual's reputation or to lower them ~~him or her~~ in the esteem of the community.

C. "Material and substantial disruption" means:

1. Where the school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.
2. Where the school activity is voluntary in nature (including, but not limited to school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, or participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of protest activity.

In order for expression to be considered disruptive, there must exist specific factors upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written materials in question.

D. "Materials" includes all materials and objects intended by nonschool persons or nonschool organizations for distribution. Examples of nonschool-sponsored materials include but are not limited to leaflets, brochures, buttons, badges, flyers, petitions, posters and unsanctioned newspapers whether written by students, employees or others.

E. "Minor" means any person under the age of eighteen (18).

F. "Nonschool person" means any person who is not currently enrolled as a student or employed by the school district.

G. "Obscene to minors" means:

1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;

The materials depict or describe conduct that is patently offensive by prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested; and

2. The materials, taken as a whole, lack serious literary, artistic, political or scientific value for minors.

- H. "School activities" means any activity sponsored by the school, including but not limited to classroom work, library activities, physical education classes, official assemblies, field trips and other similar gatherings, school athletic contests, band concerts, school plays, other theatrical productions and in-school lunch periods.

IV. GUIDELINES

- A. Nonschool persons and organizations may, within the provisions of this policy, be granted permission to distribute, at reasonable times and places as set forth in this policy, and in a reasonable manner, electronic materials ~~and objects~~ which are appropriate to the school setting via our electronic digital backpack process.
- B. Requests for distribution of materials will be reviewed by the administration on a case-by-case basis. However, distribution of the following materials is always prohibited. Material is prohibited that:
1. is obscene to minors;
 2. is libelous;
 3. is pervasively indecent or vulgar or contains any indecent or vulgar language or representations, with a determination made as to the appropriateness of the material for the age level of students to which it is intended;
 4. advertises any product or service not permitted to minors by law;
 5. advocates violence or other illegal conduct;
 6. is deemed to be an insulting or fight-inducing message, the very expression of which constitutes injury or harassment of other people (e.g., threats of violence, defamation of character or of a person's race, religion, gender, sexual orientation, ethnic origin or all other protected classes identified in Federal and State statute);
 7. presents a clear and present likelihood ~~that, either~~ because of its content ~~or the manner of distribution,~~ it will cause a material and substantial disruption of the proper and orderly operation and discipline of the school or school activities, the commission of unlawful acts or the violation of lawful school regulations.
- C. Permission for nonschool persons or organizations to distribute materials via ~~on~~ school district practices ~~property~~ is a privilege and not a right. In making decisions regarding permission for such distribution, the

administration will consider factors including, but not limited to, the following:

1. whether the material is educationally related to our district mission and values;
2. the extent to which distribution is likely to cause disruption of, or interference with, the school district's educational objectives or school activities, or threaten school discipline;
- ~~3. whether the materials can be distributed from the school office or other isolated location so as to minimize disruption of traffic flow in hallways;~~
- ~~3.4.~~ the quantity or size of materials to be distributed;
- ~~4.5.~~ whether distribution would require assignment of school district staff, or the use of school district equipment or other resources;
- ~~5.6.~~ whether distribution would require that nonschool persons be present on the school grounds; ~~and/or~~
- ~~6.7.~~ whether the materials are a solicitation for goods or services not requested by the recipients; ~~and/or.~~
7. whether the materials directly compete with school district programs or services.

V. TIME, PLACE, AND MANNER OF DISTRIBUTION

If permission is granted pursuant to this policy for the electronic distribution of any materials, the ~~time, place and~~ manner of distribution will be solely within the discretion of the administration on the first or third Thursday of the month and consistent with the provisions of this policy.

VI. PROCEDURES

- A. Any nonschool person or nonschool organization wishing to distribute electronic materials ~~on school property~~ must first submit for approval a copy of the electronic materials to the Director of Community Services and Recreation or designee ~~administration~~ at least five business days in advance of desired distribution time, together with the following information:

1. Name and contact information of the person submitting the request.

2. A digital sample of the flyers/materials in PDF or PNG form, a list of schools you want the materials distributed to, and the student grade levels that will be receiving the information. ~~If material is intended for students, the grade(s) of students to whom the distribution is intended.~~
 3. The following disclaimer statement must be on each item to be distributed: "This event, class, activity or matter is not sponsored or endorsed by White Bear Lake Area Schools District #624 and this information was not produced or printed at the district's expense."
- B. The administration will review the request and render a decision.
 - C. In the event a non-school person or nonschool organization seeks permission to personally distribute materials on school property, the administration will review the request, and if granted, assign a location and method of distribution and will inform the persons submitting the request.
 - D. In the event that permission to distribute the materials is denied ~~denial~~ or limited ~~limitation~~, the administrator may use any reasonable method to inform the person of the denial or limitation; however, the administrator must, upon request of the person submitting the request, provide a written explanation to the person of ~~denial of or limitation on the request including~~ the reason(s) for denial or limitation.
 - E. Approved or denied permission to distribute material does not imply approval or disapproval of its contents by the school, the administration of the school, the School Board, or the individual reviewing the material submitted.
 - F. In the event that permission to distribute materials is denied or limited, the nonschool person(s) or organization may request reconsideration of the decision. The request for reconsideration must be sent to the Superintendent, or designee, in writing and must set forth the reason(s) why distribution is desirable and in the interest of the school community.

VII. VIOLATION OF POLICY

Any party violating this policy or distributing materials without permission will be directed to leave the school property immediately and, if necessary, law enforcement will be notified.

VIII. IMPLEMENTATION

The school district administration may develop any additional guidelines or procedures necessary to implement this policy, ~~and submit the guidelines or~~

~~procedures to the School Board for approval. Upon approval by the School Board,~~ such guidelines and procedures shall be an addendum to this policy.

Legal References: U. S. Const., amend. I
Hazelwood School District v. Kuhlmeier, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988)
Doe v. South Iron R-1 School District, 498 F.3d 878 (8th Cir. 2007)
Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1987)
Cornelius v. NAACP Legal Defense and Educational Fund, Inc., 473 U.S. 788, 105 S.Ct. 3439, 87 L.Ed.2d 567 (1985)
Perry Education Ass’n v. Perry Local Educators’ Ass’n, 460 U.S. 37, 103 S.Ct. 948, 74 L.Ed.2d 794 (1983)
Roark v. South Iron R-1 School Dist., 573 F.3d 556 (8th Cir. 2009)
Victory Through Jesus Sports Ministry Foundation v. Lee’s Summit R-7 School Dist., 640 F.3d 329 (8th Cir. 2011), cert. denied 565 U.S. 1036, 132 S.Ct. 592 (2011)

Cross References: WBLASB Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
WBLASB Policy 512 (School-Sponsored Student Publications)