

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
MEETING PACKET**

July 8, 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: July 3, 2024

A meeting of the White Bear Lake Area School Board will be held on **Monday, July 8, 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
 - f) Quarterly Investment Update

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. Superintendent's Report

D. DISCUSSION ITEMS

E. OPERATIONAL ITEMS

1. Action on Resolution for Membership in the MSHSL
2. Action on Resolution Approving the 916 LTFM Plan
3. Action on 10-Year LTFM Plan
4. Action on Designation of IOwA
5. Action on Resolution Relating to Election of School Board Members and Calling the School District General Election
6. Action on Official Depositories for the School District Funds and Authorized Bank Accounts and Signatures
7. Action on School Board Committee and School Liaison Assignments
8. Action on School Board Policies:
 - a. 417, Chemical Use and Abuse;
 - b. 506, Student Discipline;
 - c. 507, Corporal Punishment and Prone Restraint;
 - d. 512, School Sponsored Student Publications and Activities;
 - e. 514, Bullying Prevention;

- f. 527, Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches;
- g. 534, School Meals;
- h. 606, Selection and Review of Instructional Texts and Materials;
- i. 704, Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System; and
- j. 714, Fund Balances.

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **July 8, 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
- f) Quarterly Investment Report

RECOMMENDED ACTION:

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

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **July 8, 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, June 10, 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. Chair Ellison called the meeting to order at 5:30 p.m.
2. Roll Call - Present: Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison.
Absent: Thompson.
Ex-officio: Kazmierczak.
3. Pledge of Allegiance.
4. Daniels moved and Newmaster seconded to approve the agenda as presented.
Voice vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.
5. Beloyed moved and Streiff Oji seconded to approve the consent agenda consisting of:
 - a) Minutes for Board meetings on May 13, 2024, and May 20, 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
 - LEAH BEGGS – Lunchroom Playground Supervisor - Oneka Elementary
Employed by District 624 since 09/20/2023
Effective Date: 06/06/2024
 - TIMOTHY BERKLEY – NS Assistant - WBLAHS - North Campus
Employed by District 624 since 01/22/2024
Effective Date: 05/07/2024
 - TANYA BARRETT – Bus Driver - Bus Garage
Employed by District 624 since 03/18/2024
Effective Date: 05/01/2024
 - KAYLEE CROSBY – Bus Aide - Bus Garage
Employed by District 624 since 09/05/2023
Effective Date: 05/21/2024
 - CARRIE ESTEY-DIX – Health Assistant - North Star Elementary
Employed by District 624 since 03/20/2023
Effective Date: 05/28/2024
 - ANNA GESS – Lunchroom Playground Supervisor - Oneka Elementary
Employed by District 624 since 08/28/2023
Effective Date: 06/06/2024
 - LYNSIE JONES – Program Assistant - Otter Lake Elementary
Employed by District 624 since 12/08/2023
Effective Date: 04/30/2024
 - TZA-IA LEE – Behavior Management Paraeducator - Matoska International

Employed by District 624 since 09/06/2023

Effective Date: 06/06/2024

MADISON LIBRA – Paraeducator - Birch Lake Elementary

Employed by District 624 since 09/20/2023

Effective Date: 06/06/2024

EKATERINA SCHREIFELS – Paraeducator - WBLAHS - South Campus

Employed by District 624 since 09/04/2023

Effective Date: 06/06/2024

MISTURA TIAMIYU – Program Assistant - Birch Lake Elementary

Employed by District 624 since 02/23/2024

Effective Date: 04/30/2024

➤ RESIGNATION/TERMINATION/NON-RENEWAL – CERTIFIED STAFF

RYAN ABRAHAMSON – Special Education Teacher - Central Middle School

Employed by District 624 since 08/29/2022

Effective Date: 06/07/2024

ALICIA ARNAL – School Nurse - Lincoln Elementary

Employed by District 624 since 08/24/2020

Effective Date: 06/07/2024

ALLISON BERGLIN – Special Education Teacher - WBLAHS - North Campus

Employed by District 624 since 08/22/2016

Effective Date: 06/07/2024

MEGAN COE – School Counselor - WBLAHS - North Campus

Employed by District 624 since 08/22/2012

Effective Date: 06/07/2024

KRISTEN FOURNIER – Music Teacher - Vadnais Heights Elementary

Employed by District 624 since 08/30/2021

Effective Date: 06/07/2024

GRACE GAUSTAD – Kindergarten Teacher - Vadnais Heights Elementary

Employed by District 624 since 08/28/2023

Effective Date: 06/07/2024

WILLIAM JACKSON – Special Education Teacher - WBLAHS - North Campus

Employed by District 624 since 08/28/2023

Effective Date: 06/07/2024

PAMELA JOHNSTONE – Math Teacher - Central Middle School

Employed by District 624 since 08/27/2009

Effective Date: 06/07/2024

ERICA LARGENT – Health Teacher - WBLAHS - South Campus

Employed by District 624 since 08/30/2021

Effective Date: 06/07/2024

JOSEPH LINDER – Science Teacher - Sunrise Park Middle School

Employed by District 624 since 09/05/2023

Effective Date: 06/07/2024

LISA NELSON – Speech Language Pathologist - Normandy Park

Employed by District 624 since 08/23/2021

Effective Date: 06/27/2024

BAILLIE OLLILA – Special Education Teacher - Central Middle School

Employed by District 624 since 10/09/2023

Effective Date: 06/07/2024

JEDIDIAH RADEBAUGH – FACS Teacher - Sunrise Park Middle School

Employed by District 624 since 08/28/2023

Effective Date: 06/07/2024

NICHOLAS VAN LOH – Music Teacher - Central Middle School

Employed by District 624 since 08/28/2023

Effective Date: 06/07/2024

ETHAN WILLIAMS – Music Teacher - Central Middle School

Employed by District 624 since 10/02/2023

Effective Date: 06/07/2024

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

NANCY BERNSTEIN – Preschool Teacher - Oneka Elementary

Employed by District 624 since 01/02/2024

Effective Date: 06/07/2024

➤ **RETIREMENT – CLASSIFIED STAFF**

MARY BLACKWOOD – Paraeducator - Matoska International

Employed by District 624 since 09/15/1999

Effective Date: 06/06/2024

CATHERINE PIERSON – Administrative Assistant - Principal - ALC

Employed by District 624 since 01/02/2008

Effective Date: 7/12/24

JAMES STOFFEL – Head Custodian Engineer - Otter Lake Elementary

Employed by District 624 since 09/05/2000

Effective Date: 07/08/2024

➤ **RETIREMENT – CERTIFIED STAFF**

JOAN HAUG – 4th Grade Teacher - Oneka Elementary

Employed by District 624 since 09/22/1998

Effective Date: 06/07/2024

KELLY KNUTSON – Business Education Teacher - WBLAHS - South Campus

Employed by District 624 since 08/24/2015

Effective Date: 06/07/2024

DAVID MEUWISSEN – Physical Education Teacher - WBLAHS - North Campus

Employed by District 624 since 08/24/1998

Effective Date: 05/28/2024

CLAY TOLONEN – Science Teacher - Central Middle School

Employed by District 624 since 09/22/1991

Effective Date: 06/07/2024

➤ **RETIREMENT – NON-AFFILIATED STAFF**

SHEILA HIGGINS – OST Activity Leader - Oneka Elementary

Employed by District 624 since 08/25/1997

Effective Date: 07/05/2024

➤ **RETIREMENT – PROFESSIONAL STAFF**

DION HARRIMAN – Associate Principal - WBLAHS - North Campus

Employed by District 624 since 08/26/1991

Effective Date: 06/30/2024

➤ **SEPARATION AGREEMENT – CERTIFIED STAFF**

MICHAEL MCKENZIE – Social Studies Teacher - WBLAHS - South Campus

Employed by District 624 since 08/01/1991

Effective Date: 06/07/2024

- **RETURN FROM LEAVE OF ABSENCE – CLASSIFIED STAFF**
 CHRISTINE LARSON – AA - Registrar/Records - Sunrise Park Middle School
 Employed by District since 08/15/2017
 Effective Date: 05/20/2024
- **TEMPORARY CHANGE IN ASSIGNMENT – CLASSIFIED STAFF**
 SARAH JOHNSON – NS Assistant - WBLAHS - South Campus
 Temporary increase in hours
 From 27.5 hours per wk. to 35 hours per wk.
 Effective Date: 05/09/2024 to 06/06/2024
 LAURA LEDER – NS Assistant - WBLAHS - South Campus
 Temporary increase in hours
 From 22.5 hours per wk. to 27.5 hours per wk.
 Effective Date: 05/09/2024 to 06/06/2024
- **FULL-TIME LEAVE OF ABSENCE – CERTIFIED STAFF**
 TAMARA LEMIEUX – ECFE Teacher - Normandy Park
 Employed by District 624 since 08/01/2012
 Correction: Rescinded Request for LOA for the 2024-2025 school year
 KATHRYN WOLFF – Music Teacher - Central Middle School
 Employed by District 624 since 08/24/2015
 Effective Date: 03/26/2024 - 06/07/2024
- **NEW PERSONNEL – PROFESSIONAL**
 JENNIFER SJOSTEN – Associate Principal - ALC
 40 hrs. per wk. \$147,741
 Effective Date: 07/01/2024
- **NEW PERSONNEL – NON-AFFILIATED STAFF**
 DENA DELCASTILLO – Assistant Director of Transportation - Bus Garage
 40 hrs. Wk. \$90,000 annually
 Effective Date: 06/10/2024
 KRISTEN NELSON – Assistant Director of Early Childhood - Normandy Park
 40 hrs. Wk. \$125,000 annually
 Effective Date: 07/01/2024
- **NEW PERSONNEL – CLASSIFIED STAFF**
 DEANGELO BAKER – Custodian - WBLAHS - North Campus
 \$25.50 per hr. 40 hrs. per wk.
 Effective Date: 05/20/2024
 BRIAN MAHARAJ – Custodian - WBLAHS - North Campus
 \$21.84 plus \$0.30 shift differential per hr. 40 hrs. per wk.
 Effective Date: 05/28/2024
 CARLY NEIHART – Paraeducator - Central Middle School
 \$21.31 per hr. 32.5 hrs. per wk.
 Effective Date: 05/28/2024
 CHLOE OUREN – Paraeducator - Willow Lane Elementary
 \$21.31 per hr. 32.5 hrs. per wk.
 Effective Date: 05/28/2024
- **NEW PERSONNEL – CERTIFIED STAFF**
 MADELINE KOENIG – Special Education Teacher - North Star Elementary
 1.0 FTE BA Step 3 \$51,257
 Effective Date: 08/26/2024
 ALEXANDRA MIROCHA – Music Teacher - Lakeaires Elementary

1.0 FTE BA Step 3 \$53,185

Effective Date: 08/26/2024

CHRISTA JOHNSTON – ELL Teacher - North Star & Otter Lake Elementary

1.0 FTE MA Step 10 \$75,628

Effective Date: 08/26/2024

➤ **LONG TERM SUBSTITUTE - CERTIFIED STAFF**

ELIZABETH FUNKHOUSER – Special Education Teacher - Otter Lake Elementary

1.0 FTE BA Step 1 \$15,600

Effective Date: 08/26/2024 - 11/25/2024

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

B. PUBLIC FORUM - Tim Klecker, Riley Gallagher, Helen Gallagher

C. INFORMATION ITEMS

1. Student Recognition - Students participating in state and national competitions and events in archery, boys and girls golf, and boys and girls track and field were recognized and congratulated.
2. Superintendent's Report - Dr. Kazmierczak spoke about last week's graduation ceremonies, and the upcoming event honoring our 2023-24 retirees. He also mentioned the district sponsored Marketfest night on June 27. He finished with information on free summer meals.

D. DISCUSSION ITEMS

1. Overview of Fiscal Year 2024-25 Preliminary Budget - Tim Wald, Assistant Superintendent for Finance and Operations and Andi Johnson, Director of Finance presented an overview of the preliminary budget for fiscal year 2024-25.
2. First Reading of School Board Policies: a. 417, Chemical Use and Abuse; b. 506, Student Discipline; c. 507, Corporal Punishment and Prone Restraint; d. 512, School Sponsored Student Publications and Activities; e. 514, Bullying Prevention; f. 527, Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches; g. 534, School Meals; h. 606, Selection and Review of Instructional Texts and Materials; i. 704, Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System; and j. 714, Fund Balances. The policies listed above will be on the July 8, 2024 or subsequent agenda for a second reading.

E. OPERATIONAL ITEMS

1. Beloyed moved and Daniels seconded to accept the action on Fiscal Year 2024-25 Preliminary Budget. ***Roll call vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.***
2. Arcand moved and Newmaster seconded to approve the action on Workers Compensation Agreement for 2024-25 to Risk Administration Services in the amount of \$511,590 effective July 1, 2024 through June 30, 2025. ***Roll call vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.***
3. Arcand moved and Streiff Oji seconded to approve the action on Property and Liability Insurance for 2024-25 to Minnesota Insurance Scholastic Trust (MIST) in the amount of \$752,114 effective July 1, 2024 through June 30, 2025. ***Roll call vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.***

4. Daniels moved and Newmaster seconded to approve the Tentative Contract 2023-25 FY with Non-Affiliated and Administrative Employees. ***Roll call vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.***
5. Arcand moved and Daniels seconded to approve the Tentative Contract 2023-25 FY with White Bear Lake Schools' Cabinet Members. ***Roll call vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.***
6. Streiff Oji moved and Newmaster seconded to approve the action on School District Population Adjustment. ***Voice vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.***
7. Arcand moved and Daniels seconded to approve the action on Resolution Establishing Dates for Filing Affidavits of Candidacy. ***Voice vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.***
8. Beloyed moved and Streiff Oji seconded to approve the action on School Board policies a. 517, Student Recruiting; b. 518, DNR-DNI Orders; c. 519, Interviews of Students by Outside Agencies; d. 705, Investments. ***Voice vote: Ayes, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. 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, Newmaster, Streiff Oji, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.***

Submitted by: Scott Arcand, clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **July 8, 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 - April 2024

		<u>6/14/2024</u>	<u>6/28/2024</u>
Direct Deposit	900709476 - 900710981	8,512,485.64	
Direct Deposit	900710982 - 900712547		1,092,997.56
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Check Number	Vendor	Amount	Check Date	Check Type
138854	DOMIER, MARILYN	(\$48.03)	6/21/2024	V
139072	OXYGEN SERVICE COMPANY INC	(\$16.74)	6/13/2024	V
140904	AMAZON CAPITAL SERVICES	(\$10,806.23)	6/20/2024	V
141306	ROGERS HIGH SCHOOL	(\$200.00)	6/13/2024	V
141429	WOODBURY 10 THEATER	\$1,500.00	6/3/2024	R
141430	AALLWAYS ASSOCIATES INC	\$210.00	6/5/2024	R
141431	ACAPULCO RESTAURANTE MEXICANO	\$1,960.23	6/5/2024	R
141432	ACCLAIM SERVICES INC	\$4,895.00	6/5/2024	R
141433	ADVANTAGE EDUCATIONAL PROGRAMS	\$3,056.00	6/5/2024	R
141434	AG PARTS LTD	\$259.90	6/5/2024	R
141434	AG PARTS LTD	(\$259.90)	6/24/2024	V
141435	AHMED, MODAN	\$2.00	6/5/2024	R
141436	ALLIED OIL & TIRE COMPANY	\$615.55	6/5/2024	R
141439	AMAZON CAPITAL SERVICES	\$3,025.87	6/5/2024	R
141440	ANDERSON, ANTHONY J.	\$85.00	6/5/2024	R
141441	ANOKA COUNTY TREASURY DEPT	\$469.35	6/5/2024	R
141442	ANOKA-HENNEPIN SCHOOL DISTRICT	\$8.64	6/5/2024	R
141443	ARVIG	\$1,968.95	6/5/2024	R
141444	ASCD	\$105.00	6/5/2024	R
141445	ASSOC OF RECOVERY IN HIGHER EDUCATION	\$1,050.00	6/5/2024	R
141446	AVS COMPANIES	\$250.00	6/5/2024	R
141447	BARDAL, PRIYA	\$174.76	6/5/2024	R
141448	BATTERIES PLUS BULBS	\$117.00	6/5/2024	R
141449	BEECROFT MARKETING & EVENTS	\$300.00	6/5/2024	R
141450	BENITEZ, SHEANA	\$1,200.00	6/5/2024	R
141451	BIDDLE, JUDITH L.	\$100.00	6/5/2024	R
141452	BLICK ART MATERIALS	\$1,387.97	6/5/2024	R
141453	BOUMAN, JEFF	\$207.00	6/5/2024	R
141454	BRIGHTSTAR CARE OF ST PAUL	\$3,600.00	6/5/2024	R
141456	BSN SPORTS, LLC	\$6,358.03	6/5/2024	R
141457	BUSHIVE	\$8,100.00	6/5/2024	R
141458	CAMP ST CROIX	\$2,866.15	6/5/2024	R
141459	CAPITAL ONE TRADE CREDIT	\$89.00	6/5/2024	R
141460	CARDINAL, KATHLEEN T.	\$53.98	6/5/2024	R
141461	CARPENTER ST. CROIX VALLEY NATURE CENTER	\$50.00	6/5/2024	R
141462	CATLIN, TIFFANY	\$22.00	6/5/2024	R
141463	CEASON, RYAN	\$85.00	6/5/2024	R
141464	CEL PUBLIC RELATIONS, INC	\$2,000.00	6/5/2024	R
141465	CENTENNIAL HIGH SCHOOL	\$360.00	6/5/2024	R
141466	CHENEY, CAROL	\$47.20	6/5/2024	R
141467	CHILDREN'S PERFORMING ARTS	\$3,150.00	6/5/2024	R
141468	CINTAS CORP	\$378.75	6/5/2024	R
141469	COLLEGE BOARD	\$34,430.00	6/5/2024	R
141470	COMMERCIAL KITCHEN SERVICES	\$1,730.00	6/5/2024	R

141471	CONSTANTINE DANCE CLASSES	\$416.00	6/5/2024 R
141472	CONTINENTAL RESEARCH CORP	\$757.38	6/5/2024 R
141473	DEJARLAIS, MARILYN	\$162.56	6/5/2024 R
141474	DELEO, TARA	\$86.00	6/5/2024 R
141475	DEMCO INC	\$597.76	6/5/2024 R
141476	DEVORE, DREW	\$86.00	6/5/2024 R
141477	DILLON, ROBERT	\$2,400.00	6/5/2024 R
141478	DODGE NATURE CENTER	\$756.00	6/5/2024 R
141479	DOMIER, MARILYN	\$22.95	6/5/2024 R
141480	DONALDSON, JEREMY	\$77.00	6/5/2024 R
141481	DOUGLAS, SANDRA L.	\$696.40	6/5/2024 R
141482	EARL F ANDERSEN INC	\$176.30	6/5/2024 R
141483	ECKROTH MUSIC	\$300.40	6/5/2024 R
141484	ESTES INDUSTRIES	\$2,559.78	6/5/2024 R
141485	EVANS, DANIEL M.	\$77.00	6/5/2024 R
141486	FEDERAL SUPPLY USA	\$129.00	6/5/2024 R
141487	FOLLETT SCHOOL SOLUTIONS, LLC	\$124.27	6/5/2024 R
141488	FROGGY HOPS LLC	\$72.11	6/5/2024 R
141489	GARVEY, PATRICIA	\$51.00	6/5/2024 R
141490	GEM LAKE HILLS LLC	\$3,040.00	6/5/2024 R
141491	GENERATION NOW ENTERTAINMENT	\$2,875.00	6/5/2024 R
141492	GEORGAKOPOULOS, TESS	\$160.00	6/5/2024 R
141493	GRUNDHAUSER, CECELIA	\$77.25	6/5/2024 R
141494	HAAG, LOIS	\$42.93	6/5/2024 R
141495	HAAS MUSICAL INSTRUMENT REPAIR	\$121.00	6/5/2024 R
141496	HAINLIN, ROBERTA	\$36.80	6/5/2024 R
141497	HAMER, KAREN	\$26.99	6/5/2024 R
141498	HAWKS, KATHERINE A.	\$100.00	6/5/2024 R
141499	HEJNY RENTALS INC	\$2,626.67	6/5/2024 R
141500	HERR, CHAD	\$147.00	6/5/2024 R
141501	HILDI INC	\$14,050.00	6/5/2024 R
141502	HOBART SERVICE	\$396.03	6/5/2024 R
141503	HUGO EQUIPMENT CO	\$1,242.54	6/5/2024 R
141504	HUMANEX VENTURES	\$7,400.00	6/5/2024 R
141504	HUMANEX VENTURES	(\$7,400.00)	6/13/2024 V
141505	IFD	\$60.97	6/5/2024 R
141506	IMAGE BUILDERS	\$663.81	6/5/2024 R
141507	INNOVATIVE OFFICE SOLUTIONS	\$615.49	6/5/2024 R
141508	INTERMEDIATE DISTRICT 287	\$6,393.24	6/5/2024 R
141509	ISD #834 STILLWATER AREA PUBLIC SCHOOLS	\$250.00	6/5/2024 R
141510	JARA, ALISON PINA	\$400.00	6/5/2024 R
141511	JENSEN, ETOILE W.	\$231.20	6/5/2024 R
141512	JOSTENS INC	\$6,004.50	6/5/2024 R
141513	KILEN, KIP R.	\$86.00	6/5/2024 R
141514	KIM TONG TRANSLATION SERV INC	\$110.00	6/5/2024 R
141515	KOCOVSKY, COLE	\$86.00	6/5/2024 R
141516	KONA ICE OF NE TWIN CITIES	\$624.00	6/5/2024 R

141517 KUDEBEH, STEVE	\$86.00	6/5/2024 R
141518 LAIL, ADAM	\$86.00	6/5/2024 R
141519 LARKIN ELECTRONICS	\$1,100.00	6/5/2024 R
141520 LARSON, VAUGHN P.	\$194.00	6/5/2024 R
141521 LIFE TIME	\$114.00	6/5/2024 R
141522 LINCOLN ELEMENTARY PTA	\$38,492.95	6/5/2024 R
141523 LIRA, RODRIGO	\$40.00	6/5/2024 R
141524 LITCH, KARLA K.	\$183.20	6/5/2024 R
141525 LIVINGSTON, TYLER	\$85.00	6/5/2024 R
141526 LY, JARONICA	\$38.00	6/5/2024 R
141527 MAC RUNNEL, MINDY L.	\$184.24	6/5/2024 R
141528 MACKIN EDUCATIONAL RESOURCES	\$55.44	6/5/2024 R
141529 MACMILLAN HOLDINGS LLC	\$12.49	6/5/2024 R
141530 MARSO, MICHAEL	\$85.00	6/5/2024 R
141531 MN ASSOC OF SECRETARIES TO THE PRINCIPALS	\$435.00	6/5/2024 R
141532 MATCO TOOLS	\$70.00	6/5/2024 R
141533 MN COMMUNITY EDUC ASSOC (MCEA)	\$50.00	6/5/2024 R
141534 MCNERTNEY, HOWARD	\$247.00	6/5/2024 R
141535 MERRY, VANESSA A.	\$330.00	6/5/2024 R
141536 MN ELEMENTARY SCH PRIN ASSOC	\$2,896.00	6/5/2024 R
141537 MN HISTORICAL SOCIETY	\$4,128.00	6/5/2024 R
141538 MN ZOO	\$6.00	6/5/2024 R
141539 MONITA, MICHAEL	\$85.00	6/5/2024 R
141540 MOUNDS VIEW HIGH SCHOOL	\$185.00	6/5/2024 R
141541 MUEHLSTEDT, CARSON	\$9.98	6/5/2024 R
141542 MULVIHILL, MARKUS	\$147.00	6/5/2024 R
141543 MURAMATSU, RACHEL F.	\$478.45	6/5/2024 R
141544 NAPA GENUINE AUTO PARTS	\$64.11	6/5/2024 R
141545 NCS PEARSON INC	\$880.95	6/5/2024 R
141546 NELSON, RICK	\$207.00	6/5/2024 R
141547 NORTH CENTRAL TRUCK EQUIPMENT	\$4,799.67	6/5/2024 R
141548 NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$100.00	6/5/2024 R
141549 OFF THE EDGE DRAGON BOAT TEAM	\$3,600.00	6/5/2024 R
141550 OLSON, SUZANNE K.	\$34.85	6/5/2024 R
141551 ORTIZ, HILDA L.	\$400.00	6/5/2024 R
141552 PAIN IN THE GLASS	\$275.00	6/5/2024 R
141553 PALACIOS, XIMENA	\$400.00	6/5/2024 R
141554 PAR INC	\$63.00	6/5/2024 R
141555 PARR, ERIN	\$350.40	6/5/2024 R
141556 PAULSON, MICHAEL J.	\$58.40	6/5/2024 R
141557 PERALTA, JULIETA	\$400.00	6/5/2024 R
141558 PETRON, ZACHARY	\$147.00	6/5/2024 R
141559 PITNEY BOWES PURCHASE POWER	\$100.00	6/5/2024 R
141560 PITNEY BOWES INC	\$127.80	6/5/2024 R
141561 PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC	\$65.97	6/5/2024 R
141562 PRESS PUBLICATIONS	\$504.90	6/5/2024 R
141563 RADAR CONSULTING LLC	\$4,400.00	6/5/2024 R

141564 RAISING CANE'S	\$1,864.01	6/5/2024 R
141565 RAMOS-KINGBIRD, ANTONIO M.	\$400.00	6/5/2024 R
141566 RAMSEY COUNTY	\$9,600.00	6/5/2024 R
141567 RAMSEY COUNTY PARKS/REC DEPT	\$370.00	6/5/2024 R
141568 RED LUNA	\$3,576.80	6/5/2024 R
141569 REVOLUTION SPORTING GOODS	\$5,395.00	6/5/2024 R
141570 ROETTGER, DEBRA	\$44.20	6/5/2024 R
141571 ROETTGER, DORIS	\$224.40	6/5/2024 R
141572 ROTH, CHRISTIAN	\$147.00	6/5/2024 R
141573 RUIZ-LOPEZ, LYNN	\$32.95	6/5/2024 R
141574 RYDLAND, KARENA	\$191.38	6/5/2024 R
141575 SAGER, TIM	\$3.20	6/5/2024 R
141576 SVELA, MARCIA	\$25.50	6/5/2024 R
141577 SCHMITT MUSIC COMPANY	\$161.95	6/5/2024 R
141578 SCHOLASTIC BOOK FAIRS	\$2,922.09	6/5/2024 R
141579 SCHROEDER, JULIE	\$41.25	6/5/2024 R
141580 SCHWEIGER, EMILY	\$38.00	6/5/2024 R
141581 SHERBARTH-LYNCH, SANDRA	\$4,851.00	6/5/2024 R
141582 SIMMER, KATHLEEN C.	\$283.50	6/5/2024 R
141583 SITEONE LANDSCAPE SUPPLY	\$229.31	6/5/2024 R
141584 SMITLEY, SHARON L.	\$100.00	6/5/2024 R
141585 SOUZA, HOLLY M.	\$147.00	6/5/2024 R
141586 STAY TUNED PIANO SERVICES	\$135.00	6/5/2024 R
141587 STILLWATER HIGH SCHOOL	\$105.00	6/5/2024 R
141588 STRATEGIC STAFFING SOLUTIONS	\$300.00	6/5/2024 R
141589 T-MOBILE	\$1,815.67	6/5/2024 R
141590 TAYLOR VENTURES	\$159.20	6/5/2024 R
141591 TEACHER SYNERGY LLC	\$6.99	6/5/2024 R
141592 TEXTBOOK WAREHOUSE INC	\$6.18	6/5/2024 R
141593 TGA OF EASTERN TWIN CITIES	\$1,080.00	6/5/2024 R
141594 THAYER, SAMUEL	\$294.00	6/5/2024 R
141595 THE FINDING HUMAN INSTITUTE	\$5,407.39	6/5/2024 R
141600 TRANSLANGUAGES, LLC	\$14,468.18	6/5/2024 R
141601 TRIMARK MARLINN LLC	\$5,210.22	6/5/2024 R
141602 TYLER TECHNOLOGIES INC	\$7,098.42	6/5/2024 R
141603 UDSTUEN, ROBIN	\$330.00	6/5/2024 R
141605 UKPOKOLO, ANITA I.	\$637.50	6/5/2024 R
141606 VERIZON WIRELESS	\$737.77	6/5/2024 R
141607 VLASIN, DAWN	\$76.00	6/5/2024 R
141608 WARGO NATURE CENTER	\$1,592.57	6/5/2024 R
141609 WARREN, MICHELE	\$152.40	6/5/2024 R
141610 WEST MUSIC COMPANY	\$1,805.04	6/5/2024 R
141611 WILDLIFE SCIENCE CENTER	\$282.16	6/5/2024 R
141612 WILHELMY, ANDREW	\$77.00	6/5/2024 R
141613 WILLETT, RON	\$85.00	6/5/2024 R
141614 WORLD'S FINEST CHOCOLATE INC	\$2,484.00	6/5/2024 R
141615 YMCA CAMP ICAGHOWAN	\$7,467.85	6/5/2024 R

141616	YOUNG AMERICANS SCHL OF SELF DEFENSE,INC	\$525.00	6/5/2024	R
141617	ZAHL PETROLEUM MAINTENANCE CO	\$657.50	6/5/2024	R
141618	ZAYO GROUP LLC	\$9,038.63	6/5/2024	R
141619	ACME TOOLS	\$305.00	6/5/2024	R
141620	ADVANCE TERRAZZO & TILE CO INC	\$72,539.47	6/5/2024	R
141621	ADVANCED SYSTEMS INTEGRATION, LLC	\$26,877.20	6/5/2024	R
141622	ALL STATE COMMUNICATIONS	\$66,620.57	6/5/2024	R
141623	AMERICAN STRUCTURAL METALS INC	\$100,071.10	6/5/2024	R
141624	ARROW LIFT ACCESSIBILITY	\$27,197.01	6/5/2024	R
141625	AUTUMN RIDGE LANDSCAPING	\$861.37	6/5/2024	R
141626	BEN'S STRUCTURAL FABRICATION INC	\$32,867.15	6/5/2024	R
141627	BERWALD ROOFING COMPANY INC	\$146,523.05	6/5/2024	R
141628	BRAUN INTERTEC CORPORATION	\$12,110.75	6/5/2024	R
141629	BROTHERS FIRE PROTECTION	\$593.40	6/5/2024	R
141630	BSN SPORTS, LLC	\$3,300.00	6/5/2024	R
141631	C-D PRODUCTS, INC	\$157.00	6/5/2024	R
141632	CAPITAL ONE TRADE CREDIT	\$24.99	6/5/2024	R
141633	COMMERCIAL DRYWALL INC	\$644,375.59	6/5/2024	R
141634	COSNEY CORPORATION	\$6,887.50	6/5/2024	R
141635	DECKER EQUIP/SCHOOL FIX	\$26.70	6/5/2024	R
141636	FLOORS BY BECKERS LLC	\$18,449.00	6/5/2024	R
141637	FLYNN MIDWEST LP	\$10,199.69	6/5/2024	R
141638	FRANSEN DECORATING INC	\$122,577.43	6/5/2024	R
141639	GRAINGER	\$918.15	6/5/2024	R
141642	IMPERIAL DADE	\$19,598.39	6/5/2024	R
141643	JAYTECH INC	\$3,778.30	6/5/2024	R
141644	JOHN FOLEY MASONRY INC	\$48,169.51	6/5/2024	R
141645	KIEFER USA	\$86,372.00	6/5/2024	R
141646	KRAFT MECHANICAL LLC	\$4,166.21	6/5/2024	R
141647	MEDCO SUPPLY CO	\$617.97	6/5/2024	R
141648	MEISINGER CONSTRUCTION COMPANY	\$4,802.25	6/5/2024	R
141649	MINNESOTA ACOUSTICS INC	\$125,376.25	6/5/2024	R
141650	MOR GOLF AND UTILITY	\$9,975.00	6/5/2024	R
141651	MURPHY WINDOW AND DOOR COMMERCIAL INC	\$92,677.78	6/5/2024	R
141652	MUSKA ELECTRIC COMPANIES	\$1,049,400.49	6/5/2024	R
141653	NAC MECHANICAL & ELECTRICAL SERV	\$73,604.88	6/5/2024	R
141654	NASSEFF MECHANICAL CONTRACTORS INC	\$21,125.19	6/5/2024	R
141655	O'NEILL ELECTRIC INC	\$124,687.50	6/5/2024	R
141656	PHASOR ELECTRIC COMPANY	\$20,841.23	6/5/2024	R
141657	PINNACLE WALL SYSTEMS INC	\$14,956.80	6/5/2024	R
141658	RACHEL CONTRACTING LLC	\$132,413.85	6/5/2024	R
141659	RAMSEY COUNTY	\$750.00	6/5/2024	R
141660	RED CEDAR STEEL ERECTORS INC	\$18,668.49	6/5/2024	R
141661	SAAFE LLC	\$6,620.67	6/5/2024	R
141662	SCHADEGG MECHANICAL INC	\$22,336.93	6/5/2024	R
141663	SCHMITT MUSIC COMPANY	\$1,530.00	6/5/2024	R
141665	SENTRY SYSTEMS INC	\$788.54	6/5/2024	R

141666 SKOLD SPECIALTY CONTRACTING LLC	\$13,965.00	6/5/2024 R
141667 SUPERSET TILE & STONE	\$60,800.00	6/5/2024 R
141668 TEKTON CONSTRUCTION COMPANY	\$281,808.53	6/5/2024 R
141669 TR ENVIRONMENTAL CONSULTING LLC	\$430.00	6/5/2024 R
141670 ULTRA CONCRETE LLC	\$41,327.46	6/5/2024 R
141671 VIKING AUTOMATIC SPRINKLER CO	\$920.00	6/5/2024 R
141672 VIKING ELECTRIC SUPPLY	\$7.15	6/5/2024 R
141673 WEIDNER PLUMBING & HEATING CO	\$1,542,684.10	6/5/2024 R
141675 WOLD ARCHITECTS AND ENGINEERS	\$85,626.78	6/5/2024 R
141676 GREATER TWIN CITIES UNITED WAY	\$15.00	6/6/2024 R
141677 IUOE LOCAL 70	\$1,532.00	6/6/2024 R
141678 MINNESOTA TEAMSTERS NO. 320	\$653.00	6/6/2024 R
141680 SCHOOL SERVICE EMPLOYEES	\$8,035.40	6/6/2024 R
141681 STEWART ZLIMEN & JUNGERS LTD	\$749.37	6/6/2024 R
141682 WBLA EDUCATIONAL FOUNDATION	\$490.29	6/6/2024 R
141683 GURSTEL CHARGO ATTORNEYS AT LAW	\$378.59	6/6/2024 R
141684 MESSERLI & KRAMER PA	\$707.58	6/6/2024 R
141685 DONATELLI'S	\$660.00	6/6/2024 R
141686 RED LUNA	\$774.50	6/6/2024 R
141687 BEARTOWN BAR & GRILL	\$18,500.00	6/7/2024 R
141688 ACAPULCO RESTAURANTE MEXICANO	\$1,778.31	6/12/2024 R
141689 ADO, FAY	\$25.00	6/12/2024 R
141690 AGPARTS WORLDWIDE INC	\$2,998.75	6/12/2024 R
141702 AMAZON CAPITAL SERVICES	\$21,447.12	6/12/2024 R
141703 ASL INTERPRETING SERVICES INC	\$132.00	6/12/2024 R
141704 BACH, LISA C.	\$50.70	6/12/2024 R
141705 BAZTEC, INC	\$950.00	6/12/2024 R
141706 BJORKMAN, JODI L.	\$7.70	6/12/2024 R
141707 BLAS, HENRY	\$420.00	6/12/2024 R
141708 BRETTINGEN, MICHELE L.	\$19.90	6/12/2024 R
141709 BULLIS, BONNIE L.	\$37.50	6/12/2024 R
141710 CEL PUBLIC RELATIONS, INC	\$9,485.00	6/12/2024 R
141711 CENTER FOR RESPONSIVE SCHOOLS	\$859.00	6/12/2024 R
141712 CHANHASSEN HIGH SCHOOL BOOSTER CLUB	\$420.00	6/12/2024 R
141713 CHESS & STRATEGY GAME ASSOC	\$6,517.00	6/12/2024 R
141714 CINTAS CORP	\$146.40	6/12/2024 R
141715 COMCAST	\$306.52	6/12/2024 R
141716 COMO PARK ZOO AND CONSERVATORY-EDUCATION	\$300.00	6/12/2024 R
141717 CONTINENTAL RESEARCH CORP	\$1,267.10	6/12/2024 R
141718 CUCHILLO	\$1,744.48	6/12/2024 R
141719 DAHLEN, MELISSA A.	\$25.00	6/12/2024 R
141720 DASH SPORTS LLC	\$7,146.00	6/12/2024 R
141721 DEIBERT, JACOB	\$420.00	6/12/2024 R
141722 DEMCO INC	\$85.93	6/12/2024 R
141723 DISCOUNT SCHOOL SUPPLY	\$367.43	6/12/2024 R
141724 DONATELLI'S	\$161.50	6/12/2024 R
141725 ECKROTH MUSIC	\$450.00	6/12/2024 R

141726 ECM PUBLISHERS INC	\$1,877.00	6/12/2024 R
141727 FASTENAL COMPANY	\$25.22	6/12/2024 R
141728 FEMRITE, JAMES Q.	\$7.15	6/12/2024 R
141729 FESTIVAL FOODS-KNOWLAN'S	\$599.21	6/12/2024 R
141730 FLAHERTY'S ARDEN BOWL	\$4,736.20	6/12/2024 R
141731 GREATAMERICA FINANCIAL SERVICES	\$349.85	6/12/2024 R
141732 H2O FOR LIFE	\$1,500.00	6/12/2024 R
141733 HALO TRANSPORTATION	\$73,557.50	6/12/2024 R
141734 HANSEN, KRISTIN R.	\$17.75	6/12/2024 R
141735 HAPPY TEE'S	\$487.50	6/12/2024 R
141736 HOTSY MINNESOTA	\$506.59	6/12/2024 R
141737 HUDSON HIGH SCHOOL	\$260.00	6/12/2024 R
141738 HUGO EQUIPMENT CO	\$59.38	6/12/2024 R
141739 INNOVATIVE OFFICE SOLUTIONS	\$81.12	6/12/2024 R
141740 INSTRUMENTALIST AWARDS	\$76.00	6/12/2024 R
141741 JOSTENS	\$220.00	6/12/2024 R
141742 JUNDT, JOHN	\$42.50	6/12/2024 R
141743 KENDALL, LEAH	\$40.00	6/12/2024 R
141744 KIM TONG TRANSLATION SERV INC	\$50.00	6/12/2024 R
141745 LA POBLANITA	\$956.00	6/12/2024 R
141746 LANGE, RENEE D.	\$96.25	6/12/2024 R
141747 LANGUAGE LINE SERVICES	\$1,184.01	6/12/2024 R
141748 LARSON, SUSAN	\$12.15	6/12/2024 R
141749 LEE, GAOXONG	\$18.50	6/12/2024 R
141750 LOKEN, NICOLE M.	\$26.40	6/12/2024 R
141751 LOR, XAY	\$25.00	6/12/2024 R
141752 LOVING GUIDANCE, LLC	\$7,396.00	6/12/2024 R
141753 LUSARDI, MARK	\$520.00	6/12/2024 R
141754 MARCO TECHNOLOGIES LLC	\$3,530.76	6/12/2024 R
141755 MASA/MASE	\$1,345.00	6/12/2024 R
141756 MAYER ARTS, INC.	\$864.00	6/12/2024 R
141757 MCCOMAS, NATALIE	\$440.00	6/12/2024 R
141758 MN ELEMENTARY SCH PRIN ASSOC	\$5,274.00	6/12/2024 R
141759 MINNESOTA MOLE	\$400.00	6/12/2024 R
141760 MN HISTORICAL SOCIETY	\$328.00	6/12/2024 R
141761 MOBILE RADIO ENGINEERING INC	\$79.00	6/12/2024 R
141762 MUDGETT, DANA L.	\$20.95	6/12/2024 R
141763 MURRAY, WILLIAM JR	\$25.00	6/12/2024 R
141764 MUSA, BALLA	\$10.00	6/12/2024 R
141765 NORTH CENTRAL TRUCK EQUIPMENT	\$2,862.07	6/12/2024 R
141766 NOVAK, JANICE S.	\$160.00	6/12/2024 R
141767 OAK GLEN GOLF COURSE	\$5,823.05	6/12/2024 R
141768 ORTIZ, KLEBER I.	\$3,800.00	6/12/2024 R
141769 PARISIEN, LORI	\$300.00	6/12/2024 R
141770 PIERCE, DIANA L.	\$100.00	6/12/2024 R
141771 PIONEER MIDWEST	\$247.52	6/12/2024 R
141772 PROFFITT, THERESA C.	\$46.60	6/12/2024 R

141773 PURINTON, KEITH	\$77.00	6/12/2024 R
141774 RAMSEY COUNTY	\$1,708.56	6/12/2024 R
141775 REGION 4AA	\$600.00	6/12/2024 R
141776 RIVARD COMPANIES	\$2,057.50	6/12/2024 R
141777 RIVER BOTTOM PRODUCTIONS	\$900.00	6/12/2024 R
141778 ROLLERBLADE SKATE IN SCHOOL	\$1,527.00	6/12/2024 R
141779 ROSENTHAL, DEBORAH J.	\$12.65	6/12/2024 R
141780 RUDOLPH, MICHAEL	\$77.00	6/12/2024 R
141781 SCHMIDT, MICHELLE A.	\$70.85	6/12/2024 R
141782 SCIENCE MUSEUM OF MINNESOTA	\$2,842.00	6/12/2024 R
141783 SOCIAL CLUB SIMPLE LLC	\$75.00	6/12/2024 R
141784 SQUIRES, WALDSPURGER & MACE, PA	\$3,846.88	6/12/2024 R
141785 STILES, ELIZABETH J.	\$287.07	6/12/2024 R
141786 STRANG, JULIE	\$240.00	6/12/2024 R
141787 STREAMLINE DESIGN INC	\$992.00	6/12/2024 R
141788 SWINNEY, BECKY	\$9.85	6/12/2024 R
141789 TESSIER, ROBERTA M.	\$11.40	6/12/2024 R
141790 THE BAKER'S HORSE, LLC	\$500.00	6/12/2024 R
141791 THRUSH, BECKIE A.	\$281.75	6/12/2024 R
141792 TOWN LIFE	\$1,215.00	6/12/2024 R
141793 TRADE PRESS INC	\$473.00	6/12/2024 R
141794 VOJTECH, JENNIFER M.	\$98.60	6/12/2024 R
141795 WADDELL, LINDSY	\$25.00	6/12/2024 R
141796 WALICKE, AMELIA A.	\$35.00	6/12/2024 R
141797 WALSWORTH PUBLISHING COMPANY INC	\$3,259.78	6/12/2024 R
141798 WARGO NATURE CENTER	\$297.00	6/12/2024 R
141799 WHITE BEAR CENTER FOR THE ARTS	\$12,750.00	6/12/2024 R
141800 WHITE BEAR LAWN & SNOW	\$4,000.00	6/12/2024 R
141801 WEST MUSIC COMPANY	\$44.95	6/12/2024 R
141802 WORLD'S FINEST CHOCOLATE INC	\$2,052.00	6/12/2024 R
141804 XCEL ENERGY	\$4,329.43	6/12/2024 R
141805 YERKES, CHRISTINE A.	\$27.90	6/12/2024 R
141806 YOURASSIGNMENT.NET	\$86.00	6/12/2024 R
141807 OXYGEN SERVICE COMPANY INC	\$16.74	6/13/2024 R
141808 BNSF RAILWAY	\$2,500.00	6/14/2024 R
141809 BNSF RAILWAY	\$1,000.00	6/14/2024 R
141810 BNSF RAILWAY	\$4,000.00	6/14/2024 R
141811 CITY OF WHITE BEAR LAKE	\$2,060.00	6/14/2024 R
141826 AMAZON CAPITAL SERVICES	\$10,806.23	6/20/2024 R
141827 ABLE FENCE INC	\$6,950.00	6/20/2024 R
141828 ACOUSTICS ASSOCIATES INC	\$380.00	6/20/2024 R
141829 AJ MOORE ELECTRIC INC	\$212,597.65	6/20/2024 R
141831 AMAZON CAPITAL SERVICES	\$1,357.18	6/20/2024 R
141832 BEN'S STRUCTURAL FABRICATION INC	\$57,029.45	6/20/2024 R
141833 BERWALD ROOFING COMPANY INC	\$126,933.30	6/20/2024 R
141834 BLB CONSULTING LLC	\$865.00	6/20/2024 R
141835 THE BOELTER COMPANIES INC	\$8,817.09	6/20/2024 R

141836 BOND TRUST SERVICES CORP	\$475.00	6/20/2024 R
141837 BREDEMUS HARDWARE COMPANY	\$74,227.30	6/20/2024 R
141838 BURNET TITLE ESCROW ACCT	\$27,000.00	6/20/2024 R
141839 CAP ELECTRIC INC	\$1,494.24	6/20/2024 R
141841 CAPITAL ONE TRADE CREDIT	\$290.69	6/20/2024 R
141842 CITY OF WHITE BEAR LAKE	\$4,437.97	6/20/2024 R
141843 CITY OF WHITE BEAR LAKE	\$151.00	6/20/2024 R
141844 COMMERCIAL DRYWALL INC	\$2,492.80	6/20/2024 R
141845 CONTINENTAL RESEARCH CORP	\$973.01	6/20/2024 R
141846 CUSTOM DRYWALL INC	\$2,375.00	6/20/2024 R
141847 GILBERT MECHANICAL CONTRACTORS LLC	\$4,750.00	6/20/2024 R
141849 GRAINGER	\$1,410.49	6/20/2024 R
141850 H2I GROUP INC	\$6,100.90	6/20/2024 R
141856 IMPERIAL DADE	\$14,780.93	6/20/2024 R
141857 INNOVATIVE OFFICE SOLUTIONS	\$364,447.10	6/20/2024 R
141858 JAYTECH INC	\$59,657.05	6/20/2024 R
141859 JOHNSON CONTROLS FIRE PROTECTION LP	\$2,312.53	6/20/2024 R
141860 JR'S ADVANCED RECYCLERS	\$40.00	6/20/2024 R
141861 KRAFT MECHANICAL LLC	\$363,913.65	6/20/2024 R
141862 LANGER'S TREE SERVICE	\$4,950.00	6/20/2024 R
141863 LEGACY PRODUCTION GROUP	\$32,740.00	6/20/2024 R
141864 MANNY'S PIANO MOVING, INC	\$725.00	6/20/2024 R
141865 MEISINGER CONSTRUCTION COMPANY	\$39,045.00	6/20/2024 R
141866 METRO CLEANING SERVICE	\$2,145.00	6/20/2024 R
141867 MN DEPT OF LABOR & INDUSTRY	\$120.00	6/20/2024 R
141868 MULCAHY NICKOLAUS LLC	\$18,021.50	6/20/2024 R
141869 MUSKA ELECTRIC COMPANIES	\$7,755.25	6/20/2024 R
141870 O'NEILL ELECTRIC INC	\$165,585.00	6/20/2024 R
141871 PIONEER POWER INC	\$496,356.00	6/20/2024 R
141872 RED CEDAR STEEL ERECTORS INC	\$30,409.50	6/20/2024 R
141873 STATE CHEMICAL SOLUTIONS	\$426.60	6/20/2024 R
141874 SVL SERVICE CORPORATION	\$627,597.00	6/20/2024 R
141875 THOR GUARD INC	\$27,335.25	6/20/2024 R
141876 TWIN CITY JANITOR SUPPLY CO	\$1,335.00	6/20/2024 R
141878 VIKING ELECTRIC SUPPLY	\$479.33	6/20/2024 R
141879 WEIDNER PLUMBING & HEATING CO	\$1,962,577.45	6/20/2024 R
141880 XCEL ENERGY	\$4,418.87	6/20/2024 R
141881 DOMEIER, MARILYN	\$48.03	6/21/2024 R
141883 AMAZON CAPITAL SERVICES	\$1,118.42	6/24/2024 R
141884 BARBER, SHEILA	\$23.65	6/24/2024 R
141886 BEVSO	\$25,171.22	6/24/2024 R
141887 BLADE, JULIE M.	\$485.93	6/24/2024 R
141888 CAPITAL ONE TRADE CREDIT	\$128.97	6/24/2024 R
141890 CAPITAL ONE TRADE CREDIT	\$75.43	6/24/2024 R
141891 CINTAS CORP	\$146.40	6/24/2024 R
141892 COMPASS INTERIORS	\$750.00	6/24/2024 R
141893 DERAAD, MAX D.	\$535.70	6/24/2024 R

141894 DISCOUNT SCHOOL SUPPLY	\$211.06	6/24/2024 R
141895 DONATELLI'S	\$1,570.16	6/24/2024 R
141896 DEFINITIVE TECHNOLOGY SOLUTIONS	\$10,323.00	6/24/2024 R
141897 ECKROTH MUSIC	\$122.50	6/24/2024 R
141898 EDUCATORS THRIVING LLC	\$8,000.00	6/24/2024 R
141899 FESTIVAL FOODS-KNOWLAN'S	\$323.99	6/24/2024 R
141900 FOREST LAKE HIGH SCHOOL	\$500.00	6/24/2024 R
141901 FRASSATI CATHOLIC ACADEMY	\$17,624.17	6/24/2024 R
141902 FRONTRUNNER SCREEN PRINTING	\$517.00	6/24/2024 R
141903 GENERATIVE LEARNING	\$2,800.00	6/24/2024 R
141904 HILGERS, MEGAN	\$20.00	6/24/2024 R
141905 IGO, MICHELLE J.	\$132.00	6/24/2024 R
141906 INNOVATIVE OFFICE SOLUTIONS	\$128.20	6/24/2024 R
141907 JIMMY JOHNS #869	\$116.16	6/24/2024 R
141908 JOSTENS INC	\$89.94	6/24/2024 R
141909 LANDGRAFF, MARCIA J.	\$586.30	6/24/2024 R
141910 LDA MINNESOTA	\$1,399.20	6/24/2024 R
141911 MAGNUSON CHRISTIAN SCHOOL	\$12,128.84	6/24/2024 R
141912 MAHTOMEDI COMMUNITY EDUCATION	\$113.00	6/24/2024 R
141913 MEDTOX LABORATORIES	\$284.76	6/24/2024 R
141914 METAL CRAFT	\$727.83	6/24/2024 R
141915 MIDWEST BUS PARTS INC	\$251.60	6/24/2024 R
141916 MINNESOTA MOLE	\$450.00	6/24/2024 R
141917 MORITZ, CLAIRE S.	\$1,730.10	6/24/2024 R
141918 MRI SOFTWARE LLC	\$2,834.45	6/24/2024 R
141919 NORTH CENTRAL TRUCK EQUIPMENT	\$40.84	6/24/2024 R
141920 NORTHBOUND CREATIVE	\$1,300.00	6/24/2024 R
141921 NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$40,675.00	6/24/2024 R
141922 OPITZ, LAURIE A.	\$1,111.40	6/24/2024 R
141923 OXTON, JAMI S.	\$171.82	6/24/2024 R
141924 PAI	\$1,120.00	6/24/2024 R
141925 PIONEER MIDWEST	\$247.52	6/24/2024 R
141926 PUSH PEDAL PULL	\$565.00	6/24/2024 R
141927 SCHOOL SPECIALTY LLC	\$244.70	6/24/2024 R
141928 SCHULZE, GREGORY A.	\$990.00	6/24/2024 R
141929 SITEONE LANDSCAPE SUPPLY	\$455.23	6/24/2024 R
141930 STIMULUS ATHLETIC LLC	\$310.50	6/24/2024 R
141931 THE TESSMAN COMPANY	\$489.20	6/24/2024 R
141932 TWIN CITIES TRANSPORT & RECOVERY INC	\$250.00	6/24/2024 R
141933 WHITE BEAR MONTESSORI	\$467.60	6/24/2024 R
141934 XCEL ENERGY	\$148,521.93	6/24/2024 R
141935 AGPARTS WORLDWIDE INC	\$259.90	6/24/2024 R
141936 AALLWAYS ASSOCIATES INC	\$4,347.00	6/26/2024 R
141957 AMAZON CAPITAL SERVICES	\$18,180.86	6/26/2024 R
141958 CAPITAL ONE TRADE CREDIT	\$1,315.89	6/26/2024 R
141959 CDW GOVERNMENT INC	\$30.00	6/26/2024 R
141960 CHAKOLIS, RICHARD A.	\$1,740.00	6/26/2024 R

141961 CHLAN, MAXWELL C.	\$147.00	6/26/2024 R
141962 CINTAS CORP	\$378.75	6/26/2024 R
141965 CORNERSTONE OCCUPATIONAL HEALTH SPECIALISTS	\$630.00	6/26/2024 R
141966 CUB FOODS OF WHITE BEAR TWSHP	\$532.13	6/26/2024 R
141967 CUMMINS SALES AND SERVICE	\$104.80	6/26/2024 R
141968 CUSTOM REFRIGERATION	\$1,263.31	6/26/2024 R
141969 DECKER, PEGGY	\$75.00	6/26/2024 R
141970 DSA APPAREL	\$1,338.50	6/26/2024 R
141971 EARL F ANDERSEN INC	\$575.30	6/26/2024 R
141973 ECKROTH MUSIC	\$1,525.86	6/26/2024 R
141974 GOPHER	\$588.90	6/26/2024 R
141975 GROTH MUSIC CO	\$234.20	6/26/2024 R
141976 HAAS MUSICAL INSTRUMENT REPAIR	\$43.00	6/26/2024 R
141977 HOBART SERVICE	\$309.00	6/26/2024 R
141978 INFINITE HEALTH COLLABORATIVE PA	\$1,698.75	6/26/2024 R
141979 INNOVATIVE OFFICE SOLUTIONS	\$325.00	6/26/2024 R
141980 INTERACTIVE HEALTH TECHNOLOGIES	\$808.00	6/26/2024 R
141981 KEEFER, ELIZABETH K.	\$2,268.00	6/26/2024 R
141983 LARSON, BJORN E.	\$450.00	6/26/2024 R
141984 LAU, CAROL	\$297.00	6/26/2024 R
141985 MATRIX COMMUNICATIONS	\$1,950.00	6/26/2024 R
141987 MN DEPT OF HEALTH	\$640.00	6/26/2024 R
141988 MOUNDS VIEW HIGH SCHOOL	\$150.00	6/26/2024 R
141989 MRI SOFTWARE LLC	\$1,521.00	6/26/2024 R
141990 NASSP	\$385.00	6/26/2024 R
141991 NORTH COUNTRY AUTO BODY, INC	\$6,357.94	6/26/2024 R
141992 NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$608,597.00	6/26/2024 R
141993 PATRICK TROPHIES	\$263.58	6/26/2024 R
141994 WALSER POLAR CHEVROLET	\$357.89	6/26/2024 R
141995 PREMIER BIOTECH	\$427.35	6/26/2024 R
141996 RADAR CONSULTING LLC	\$5,600.00	6/26/2024 R
141997 ROCHESTER 100 INC	\$652.50	6/26/2024 R
141998 SARGENT-WELCH	\$136.35	6/26/2024 R
141999 SCHMIDTBAUER, JOSEPH	\$61.00	6/26/2024 R
142000 SCHMITT MUSIC COMPANY	\$200.00	6/26/2024 R
142001 ST CROIX VALLEY ATHLETIC ASSOC	\$2,322.00	6/26/2024 R
142002 SIMMER, KATHLEEN C.	\$175.50	6/26/2024 R
142003 TAMAYO MONTOYA, RICHARD	\$1,500.00	6/26/2024 R
142004 TEAM SIDELINE	\$784.00	6/26/2024 R
142005 TEXTEIJL	\$437.80	6/26/2024 R
142006 TRIMARK MARLINN LLC	\$7,384.05	6/26/2024 R
142007 TWIN CITIES TRANSPORT & RECOVERY INC	\$225.00	6/26/2024 R
142008 VEND-UCATION LLC	\$362.60	6/26/2024 R
142009 VERIZON WIRELESS	\$637.79	6/26/2024 R
142010 ZALLAR, CHERYL	\$150.00	6/26/2024 R
142011 ZEPOLE RESTAURANT SUPPLY	\$6,682.25	6/26/2024 R
142012 ABBOTT PAINT & CARPET INC	\$340.21	6/26/2024 R

142013 ALL STATE COMMUNICATIONS	\$110.00	6/26/2024 R
142014 ALLERGY EMERGENCY KIT	\$7,274.63	6/26/2024 R
142015 AMAZON CAPITAL SERVICES	\$351.00	6/26/2024 R
142016 AMERICAN MESSAGING SERVICES	\$14.41	6/26/2024 R
142017 ANCHOR SOLAR INVESTMENTS LLC	\$2,353.24	6/26/2024 R
142018 BARTHOLD	\$2,548.97	6/26/2024 R
142019 C-D PRODUCTS, INC	\$100.00	6/26/2024 R
142020 CAPITAL ONE TRADE CREDIT	\$345.95	6/26/2024 R
142022 CAPITAL ONE TRADE CREDIT	\$307.29	6/26/2024 R
142023 CRESCENT ELECTRIC SUPPLY CO	\$115.81	6/26/2024 R
142024 EMERGENCY CONTRACTORS SERVICES INC	\$2,197.50	6/26/2024 R
142025 GENERAL OFFICE PRODUCTS CO	\$10,903.34	6/26/2024 R
142026 GRAINGER	\$1,571.22	6/26/2024 R
142027 HERC-U-LIFT	\$1,339.15	6/26/2024 R
142028 IDEAL ENERGIES SOLAR LEASING LLC	\$10,656.26	6/26/2024 R
142033 IMPERIAL DADE	\$23,540.17	6/26/2024 R
142034 INSTITUTE FOR ENVIRONMENTAL	\$8,945.31	6/26/2024 R
142035 JAYTECH INC	\$74,463.82	6/26/2024 R
142036 KRAFT MECHANICAL LLC	\$5,424.54	6/26/2024 R
142037 MATRIX COMMUNICATIONS	\$151,794.16	6/26/2024 R
142038 MCDONOUGH'S WATERJETTING AND DRAIN CLEANING	\$2,333.70	6/26/2024 R
142040 METRO CLEANING SERVICE	\$4,125.00	6/26/2024 R
142041 MID AMERICA BUSINESS SYSTEMS	\$62,195.22	6/26/2024 R
142042 PETERSON BROS ROOFING & CONST	\$1,564.93	6/26/2024 R
142043 PRODUCTIVITY INC	\$945.00	6/26/2024 R
142044 RAMSEY COUNTY	\$773.00	6/26/2024 R
142045 ROOF SPEC INC	\$3,694.25	6/26/2024 R
142046 SENTRY SYSTEMS INC	\$150.00	6/26/2024 R
142047 SIDE EFFECTS INC	\$18,524.00	6/26/2024 R
142048 STERICYCLE, INC.	\$597.14	6/26/2024 R
142049 SUNDE LAND SURVEYING LLC	\$9,521.91	6/26/2024 R
142050 TR ENVIRONMENTAL CONSULTING LLC	\$2,618.00	6/26/2024 R
142051 TWIN CITY JANITOR SUPPLY CO	\$1,317.00	6/26/2024 R
142053 VIKING ELECTRIC SUPPLY	\$3,217.55	6/26/2024 R
142054 WINNICK SUPPLY	\$69.57	6/26/2024 R
142055 XCEL ENERGY	\$23,290.84	6/26/2024 R
142056 IUOE LOCAL 70	\$1,493.25	6/26/2024 R
142057 MINNESOTA TEAMSTERS NO. 320	\$653.00	6/26/2024 R
142058 SCHOOL SERVICE EMPLOYEES	\$8,179.93	6/26/2024 R
142059 STEWART ZLIMEN & JUNGERS LTD	\$4,496.22	6/26/2024 R
142060 GURSTEL CHARGO ATTORNEYS AT LAW	\$371.21	6/26/2024 R
142061 MESSERLI & KRAMER PA	\$698.51	6/26/2024 R
9995912 BMO	\$69,279.16	6/5/2024 R
9995977 BMO	\$70,081.02	6/23/2024 R
9995986 SAM'S CLUB/SYNCHRONY BANK	\$5,040.57	6/20/2024 R
9995987 AIG	\$7,587.63	6/15/2024 R
9995989 AMERICAN FUNDS	\$317,144.70	6/15/2024 R

9995990 AMERIPRISE FINANCIAL SERVICES	\$96,023.17	6/15/2024 R
9995991 AXA EQUITABLE	\$131,514.51	6/15/2024 R
9995992 BENEFIT RESOURCE, INC	\$89,012.80	6/15/2024 R
9995993 EDUCATION MN ESI BILLING TRUST	\$138,266.94	6/15/2024 R
9996004 INTERNAL REVENUE SERVICE	\$2,948,852.34	6/15/2024 R
9996005 METROPOLITAN LIFE	\$8,382.28	6/15/2024 R
9996006 MN DEPT OF HUMAN SERVICES	\$3,373.80	6/15/2024 R
9996009 MN DEPT OF REVENUE	\$488,576.09	6/15/2024 R
9996010 MN REVENUE	\$4,865.65	6/15/2024 R
9996011 MN STATE RETIREMENT	\$20,114.84	6/15/2024 R
9996012 PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	\$16,906.57	6/15/2024 R
9996015 PUBLIC EMP RETIREMENT ASSOC	\$190,697.48	6/15/2024 R
9996018 TEACHERS RETIREMENT ASSOC	\$1,903,067.88	6/15/2024 R
9996019 VANGUARD SMALL BUSINESS SERVICES	\$138,081.58	6/15/2024 R
232401234 ALLEN, HANNAH M.	\$228.01	6/5/2024 A
232401235 ANDERSON, JON C.	\$1,134.56	6/5/2024 A
232401236 ARMSTRONG, LEAH K.	\$116.25	6/5/2024 A
232401237 BASHORE, MEGAN L.	\$99.37	6/5/2024 A
232401238 BASSE, BARBARA L.	\$12.99	6/5/2024 A
232401239 BREMER, JACLYN A.	\$115.24	6/5/2024 A
232401240 CANNIFF, AMY E.	\$296.71	6/5/2024 A
232401241 CARLEY, ANDREA J.	\$146.70	6/5/2024 A
232401242 CASE, ABIGAIL H.	\$157.39	6/5/2024 A
232401243 DEEN, DENISE T.	\$141.77	6/5/2024 A
232401244 DERBY, SARA A.	\$114.56	6/5/2024 A
232401245 DERVIE, JOSEPH J.	\$65.00	6/5/2024 A
232401246 DICKINSON, JANET B.	\$302.89	6/5/2024 A
232401247 ELLETSON, KATHLEEN E.	\$515.00	6/5/2024 A
232401248 ENGSTRAN, PAUL A.	\$65.00	6/5/2024 A
232401249 FEIRN, FREDERICK R.	\$564.67	6/5/2024 A
232401250 FILIPEK, KAREN A	\$16.20	6/5/2024 A
232401251 GARCIA ANDERSON, ODELIS M.	\$56.25	6/5/2024 A
232401252 GLARATON, KELLY J.	\$20.00	6/5/2024 A
232401253 HAINEY, KATHLEEN M.	\$13.50	6/5/2024 A
232401254 HARGESHEIMER, TRACY A.	\$60.44	6/5/2024 A
232401255 HARRIMAN, GRETCHEN E.	\$299.91	6/5/2024 A
232401256 HENNESSEY, ALEXANDER M.	\$223.11	6/5/2024 A
232401256 HENNESSEY, ALEXANDER M.	(\$223.11)	6/5/2024 V
232401257 HENSLEY, HANNAH G.	\$576.93	6/5/2024 A
232401258 HUMPHREY, KELLY J.	\$224.76	6/5/2024 A
232401259 IBRAHIM, AYAN M.	\$1,118.75	6/5/2024 A
232401260 IMMEL, COLLEEN M.	\$275.05	6/5/2024 A
232401261 KNISELY, ABBEY E.	\$59.00	6/5/2024 A
232401262 KORNBAUM, ALLEKS P.	\$159.02	6/5/2024 A
232401263 LANDA, ALICIA	\$81.05	6/5/2024 A
232401264 LAUREANO, CARLOS M.	\$40.54	6/5/2024 A
232401265 LOFQUIST, GARY A.	\$195.00	6/5/2024 A

232401266 LOHSE, ALLYSON L.	\$16.48	6/5/2024 A
232401267 LUEDERS, JONATHAN E.	\$14.74	6/5/2024 A
232401268 MANLEY, KATHLEEN M.	\$150.75	6/5/2024 A
232401269 MCDOWELL, SUZANNE E.	\$18.22	6/5/2024 A
232401270 MEATH, EILENE M.	\$14.00	6/5/2024 A
232401271 MEIER, ALYCIA M.	\$622.09	6/5/2024 A
232401272 MENCKE, LAURIE A.	\$43.98	6/5/2024 A
232401273 MISGEN, MARK A.	\$77.95	6/5/2024 A
232401274 NAKAGAKI, BENJAMIN P.	\$300.01	6/5/2024 A
232401275 OGDEN, TERESA L.	\$50.22	6/5/2024 A
232401276 PETERSON, CATHRYN J.	\$170.21	6/5/2024 A
232401277 PINNOW, PAIGE E.	\$337.79	6/5/2024 A
232401278 PONTIOUS, JODY L.	\$299.00	6/5/2024 A
232401279 POTTINGER, COLE T.	\$219.90	6/5/2024 A
232401280 REEVES, BROOKE E.	\$32.16	6/5/2024 A
232401281 REMITZ, KYLE P.	\$130.00	6/5/2024 A
232401282 ROLOFF, STEPHANIE H.	\$259.89	6/5/2024 A
232401283 SANTOSCOY, BRIANA J.	\$56.51	6/5/2024 A
232401284 SATHER, JOELLE L.	\$199.58	6/5/2024 A
232401285 SCHMID, NICOLE R.	\$59.30	6/5/2024 A
232401286 SCHULTE, DARRELL A.	\$958.82	6/5/2024 A
232401287 STAFKI, MEGAN E.	\$287.29	6/5/2024 A
232401288 STARUCK, DONNA M.	\$565.82	6/5/2024 A
232401289 THAO, HANNAH T.	\$625.87	6/5/2024 A
232401290 ULVIN, JOHN M.	\$286.10	6/5/2024 A
232401291 WALSH, HEIDI A.	\$61.68	6/5/2024 A
232401292 WEGWERTH, CASSIDY J.	\$237.50	6/5/2024 A
232401293 YANG, NIRVANA K.	\$629.00	6/5/2024 A
232401294 YOUNG, MATTHEW V.	\$76.69	6/5/2024 A
232401295 ALL STRINGS ATTACHED	\$168.00	6/5/2024 A
232401296 CRISIS PREVENTION INSTITUTE INC	\$200.00	6/5/2024 A
232401297 DOMINO'S PIZZA	\$120.00	6/5/2024 A
232401299 DEFINITIVE TECHNOLOGY SOLUTIONS	\$14,448.57	6/5/2024 A
232401300 EBERT INC	\$191,628.70	6/5/2024 A
232401301 FRONTLINE TECHNOLOGIES GROUP	\$5,478.36	6/5/2024 A
232401302 HISDAHL INC	\$143.00	6/5/2024 A
232401303 HUBBARD, MICHELLE K.	\$44.00	6/5/2024 A
232401304 JW PEPPER & SON INC	\$600.99	6/5/2024 A
232401305 KATH FUEL OIL SERVICE CO	\$17,560.92	6/5/2024 A
232401306 KEYSTONE INTERPRETING SOLUTIONS	\$145.00	6/5/2024 A
232401307 KOCH MECHANICAL LLC	\$12,800.00	6/5/2024 A
232401308 LAX.COM NEWCO LLC	\$2,478.00	6/5/2024 A
232401309 MN SAFETY COUNCIL INC	\$1,541.00	6/5/2024 A
232401310 NORTH CENTRAL INTERNATIONAL, LLC	\$115.34	6/5/2024 A
232401312 O'REILLY AUTOMOTIVE INC	\$545.74	6/5/2024 A
232401313 OXYGEN SERVICE COMPANY INC	\$16.80	6/5/2024 A
232401314 PAR CODE SYMBOLOGY INC	\$327.00	6/5/2024 A

232401315	PODS COMPLETE CAR CARE	\$789.27	6/5/2024 A
232401316	R & R SPECIALTIES INC	\$90.00	6/5/2024 A
232401317	SCHACHTNER, BRENNAN W.	\$1,300.00	6/5/2024 A
232401318	SCHOOL HEALTH CORPORATION	\$85.16	6/5/2024 A
232401319	SKOW, KAREN L.	\$495.00	6/5/2024 A
232401320	SOLIAN HEALTH, LLC	\$7,125.00	6/5/2024 A
232401321	SPEAKWORKS INC	\$447.86	6/5/2024 A
232401325	TEACHERS ON CALL	\$91,333.51	6/5/2024 A
232401328	VESTIS SERVICES	\$1,148.30	6/5/2024 A
232401329	HENNESSEY, ALEXANDER M.	\$120.60	6/5/2024 A
232401330	BRIGHTSTAR CARE OF ST PAUL	\$7,200.00	6/12/2024 A
232401331	COGENT COMMUNICATIONS	\$1,845.00	6/12/2024 A
232401332	DARK KNIGHT SOLUTIONS	\$750.00	6/12/2024 A
232401333	GEPHART TRUCKING	\$3,700.00	6/12/2024 A
232401334	HISDAHL INC	\$266.00	6/12/2024 A
232401335	HOOK, JACKIE M.	\$36.95	6/12/2024 A
232401336	JW PEPPER & SON INC	\$1,344.69	6/12/2024 A
232401337	KEYSTONE INTERPRETING SOLUTIONS	\$290.00	6/12/2024 A
232401338	MARCO TECHNOLOGIES LLC	\$1,185.80	6/12/2024 A
232401339	METRO MEALS ON WHEELS INC	\$85.75	6/12/2024 A
232401340	NCS PEARSON INC	\$200.00	6/12/2024 A
232401341	O'REILLY AUTOMOTIVE INC	\$635.07	6/12/2024 A
232401342	ON SITE SANITATION INC	\$30.00	6/12/2024 A
232401343	OXYGEN SERVICE COMPANY INC	\$53.99	6/12/2024 A
232401344	PAYDHEALTH	\$40,196.04	6/12/2024 A
232401345	PODS COMPLETE CAR CARE	\$796.77	6/12/2024 A
232401346	SCHOLASTIC INC	\$541.77	6/12/2024 A
232401347	SKOW, KAREN L.	\$990.00	6/12/2024 A
232401348	SOLIAN HEALTH, LLC	\$5,062.50	6/12/2024 A
232401349	SOURCEWELL	\$525.00	6/12/2024 A
232401350	STAPLES	\$138.85	6/12/2024 A
232401351	STEVE WEISS MUSIC	\$1,908.95	6/12/2024 A
232401353	TEACHERS ON CALL	\$34,111.16	6/12/2024 A
232401354	TRAFERA LLC	\$1,428.00	6/12/2024 A
232401355	ALI, OMAR S.	\$60.30	6/20/2024 A
232401356	ALLEN, HANNAH M.	\$6.03	6/20/2024 A
232401357	ALLEN, KATHLEEN J.	\$389.40	6/20/2024 A
232401358	ANDERSON, JON C.	\$91.12	6/20/2024 A
232401359	ANDERSON, SHANNON A.	\$448.35	6/20/2024 A
232401360	ASHWOOD, WILLIAM J.	\$12.06	6/20/2024 A
232401361	BACON, CAROL A.	\$263.34	6/20/2024 A
232401362	BAKER, SUZANNE M.	\$95.71	6/20/2024 A
232401363	BALGORD, CHRISTINE A.	\$71.69	6/20/2024 A
232401364	BARHAN, DANITA K.	\$102.00	6/20/2024 A
232401365	BECERRA, ANGELA	\$47.00	6/20/2024 A
232401366	BERNDT, MICHELE R.	\$25.05	6/20/2024 A
232401367	BERTELSEN, STACY A.	\$12.40	6/20/2024 A

232401368 BLODGETT, TRACY S.	\$284.43	6/20/2024 A
232401369 BOSCH, DONALD	\$390.00	6/20/2024 A
232401370 BRADT, EMILY M.	\$118.59	6/20/2024 A
232401371 BREMER, JACLYN A.	\$91.12	6/20/2024 A
232401372 BRICHACEK, LISA K.	\$406.55	6/20/2024 A
232401373 BUBERL, AMBER M.	\$102.51	6/20/2024 A
232401374 CAVERZAGIE, BRIANNA	\$123.29	6/20/2024 A
232401375 CROWTHER, KERIANN M.	\$50.62	6/20/2024 A
232401376 CUNNINGHAM, CASEY M.	\$236.93	6/20/2024 A
232401377 DARGAY, ANGELA D.	\$169.57	6/20/2024 A
232401378 DAVIS, EDWARD L.	\$650.00	6/20/2024 A
232401379 DESJARDINS, RUTH E.	\$40.20	6/20/2024 A
232401380 DEUEL, LYN M.	\$748.08	6/20/2024 A
232401381 DICKINSON, JANET B.	\$111.90	6/20/2024 A
232401382 DOMSCHOT, KATHLEEN S.	\$58.97	6/20/2024 A
232401383 DOTTE, BRENDA L.	\$86.95	6/20/2024 A
232401384 DRANGE, ANGELA M.	\$366.52	6/20/2024 A
232401385 DUFAULT, MICHAEL J.	\$51.94	6/20/2024 A
232401386 DUFRESNE, KAREY A.	\$11.50	6/20/2024 A
232401387 ECKERT, ALISON J.	\$103.96	6/20/2024 A
232401388 EDWARDS, LANNIE J.	\$595.35	6/20/2024 A
232401389 EICHHORN, ANNA M.	\$20.10	6/20/2024 A
232401390 ERICKSON, KAROLYN M.	\$112.65	6/20/2024 A
232401391 FASHINGBAUER, HEIDI M.	\$37.52	6/20/2024 A
232401392 FLEMING, MARY C.	\$17.99	6/20/2024 A
232401393 FORESTELL, SARAH T.	\$439.05	6/20/2024 A
232401394 FOX, FRANCINE H.	\$80.40	6/20/2024 A
232401395 GALYON, AMY R.	\$93.80	6/20/2024 A
232401396 GARCIA, RACHEL M.	\$196.17	6/20/2024 A
232401397 GERDING, LAURIE A.	\$34.00	6/20/2024 A
232401398 GILE, KRISTI L.	\$142.04	6/20/2024 A
232401399 GILL, PATRICIA C.	\$27.54	6/20/2024 A
232401400 GOOCH, ABIGAIL M.	\$182.34	6/20/2024 A
232401401 GORIS, PAMELA L.	\$33.97	6/20/2024 A
232401402 GREENE, JENNIFER W.	\$259.99	6/20/2024 A
232401403 GRIEBENOW, BRIAN N.	\$92.61	6/20/2024 A
232401404 GUSTAFSON, CYNTHIA	\$130.00	6/20/2024 A
232401405 GUTHRIE, ASHLEY M.	\$48.24	6/20/2024 A
232401406 HANKE, CHANDRA N.	\$650.00	6/20/2024 A
232401407 HARRIMAN, DION D.	\$453.65	6/20/2024 A
232401408 HARRIMAN, GRETCHEN E.	\$543.43	6/20/2024 A
232401409 HASELMANN, ANNA S.	\$93.48	6/20/2024 A
232401410 HENNESSEY, ALEXANDER M.	\$65.00	6/20/2024 A
232401411 HENSEL, JENNIFER B.	\$96.15	6/20/2024 A
232401412 HIGGINS, SHEILA J.	\$195.00	6/20/2024 A
232401413 HOIT, ASHLEY D.	\$49.25	6/20/2024 A
232401414 HOLMAN, DUSTIN D.	\$108.54	6/20/2024 A

232401415 HURT, JON-MYCHAL B.	\$104.52	6/20/2024 A
232401416 INDLECOFFER, TRACI D.	\$197.90	6/20/2024 A
232401417 JAKOBLICH, MARGARET R.	\$111.82	6/20/2024 A
232401418 JOHNSON, ANDREA M.	\$2,761.28	6/20/2024 A
232401419 JORGENSEN, AMY L.	\$706.64	6/20/2024 A
232401420 KAZMIERCZAK, WAYNE A.	\$436.87	6/20/2024 A
232401421 KILGO, GRACE C.	\$133.46	6/20/2024 A
232401422 KNUTH, ALLISON M.	\$17.10	6/20/2024 A
232401423 KONE, AMINATA	\$151.91	6/20/2024 A
232401424 KOSTER, PATRICIA L.	\$71.02	6/20/2024 A
232401425 KOVACICH, DANIEL K.	\$53.60	6/20/2024 A
232401426 KRAMLINGER, TRACEY A.	\$104.26	6/20/2024 A
232401427 KRUSE, NICOLE M.	\$25.99	6/20/2024 A
232401428 LAFRINIER, JENNIFER A.	\$150.53	6/20/2024 A
232401429 LARSON, BOBBIE J.	\$446.22	6/20/2024 A
232401430 LARSON, BRITA A.	\$46.23	6/20/2024 A
232401431 LARSON, TIMOTHY J.	\$63.62	6/20/2024 A
232401432 LAUREANO, CARLOS M.	\$24.12	6/20/2024 A
232401433 LEDER, LAURA K.	\$17.99	6/20/2024 A
232401434 LEE, JOHN S.	\$517.13	6/20/2024 A
232401435 LEHENBAUER, MICHAEL L.	\$10.05	6/20/2024 A
232401436 LEHN, BRIDGET N.	\$161.48	6/20/2024 A
232401437 LEPISTO, ERIK D.	\$29.90	6/20/2024 A
232401438 LILLIE, KRISTEN	\$19.99	6/20/2024 A
232401439 LYDON, CASSANDRA K.	\$67.43	6/20/2024 A
232401440 LYDON, DEVIN D.	\$179.93	6/20/2024 A
232401441 MANLEY, KATHLEEN M.	\$57.29	6/20/2024 A
232401442 MARKUSON, RACHAEL J.	\$234.82	6/20/2024 A
232401443 MENIER, MATTHEW M.	\$346.03	6/20/2024 A
232401444 MERSCH, NICOLE A.	\$110.55	6/20/2024 A
232401445 MEUWISSEN, MATTHEW P.	\$125.96	6/20/2024 A
232401446 MILLER, MOLLY M.	\$86.09	6/20/2024 A
232401447 MOSENG, AMANDA R.	\$412.44	6/20/2024 A
232401448 MOSSER, LORI J.	\$799.37	6/20/2024 A
232401449 MUELLER, CYNTHIA J.	\$138.03	6/20/2024 A
232401450 MYERS, ANN A.	\$349.73	6/20/2024 A
232401451 NELSON, ANGELA A.	\$576.93	6/20/2024 A
232401452 NYREN, DELROY E.	\$541.34	6/20/2024 A
232401453 OLSON, KATHLEEN F.	\$15.75	6/20/2024 A
232401454 OTTAVIANI, AMY M.	\$255.96	6/20/2024 A
232401455 PEARSON, CHRISTINA M.	\$74.75	6/20/2024 A
232401456 PETERSON, CATHRYN J.	\$780.00	6/20/2024 A
232401457 PETERSON, SCOTT J.	\$80.00	6/20/2024 A
232401458 PHILLIPS, DARLA M.	\$390.00	6/20/2024 A
232401459 PIERSON, CATHERINE A.	\$21.79	6/20/2024 A
232401460 RANCH, THERESA M.	\$27.88	6/20/2024 A
232401461 RANCOUR, RACHEL	\$201.92	6/20/2024 A

232401462 REED, TAMMY L.	\$109.55	6/20/2024 A
232401463 REEVES, BROOKE E.	\$14.41	6/20/2024 A
232401464 REILAND, KAREN L.	\$73.02	6/20/2024 A
232401465 REISDORFER, CARRIE L.	\$16.39	6/20/2024 A
232401466 ROGNEY, CHERI L.	\$112.83	6/20/2024 A
232401467 ROLOFF, STEPHANIE H.	\$120.00	6/20/2024 A
232401468 RYAN, DENISE M.	\$662.32	6/20/2024 A
232401469 SAMPOANG, DESSERAY R.	\$325.35	6/20/2024 A
232401470 SCHLOSSER, GABRIELLE A.	\$36.98	6/20/2024 A
232401471 SCHMID, NICOLE R.	\$101.51	6/20/2024 A
232401472 SCHMIDT, RACHEL R.	\$648.28	6/20/2024 A
232401473 SCHULTE, ALETA A.	\$112.56	6/20/2024 A
232401474 SCHULTE, DARRELL A.	\$469.03	6/20/2024 A
232401475 SCHULTE, VANESSA L.	\$24.12	6/20/2024 A
232401476 SHAVERS, BRENTON D.	\$412.47	6/20/2024 A
232401477 SIEBENALER, HEIDI J.	\$69.99	6/20/2024 A
232401478 STAFKI, MEGAN E.	\$87.90	6/20/2024 A
232401479 SUOJA, WENDY T.	\$331.65	6/20/2024 A
232401480 SVIR, SARA A.	\$173.52	6/20/2024 A
232401481 TAITT, SHAWNA R.	\$294.38	6/20/2024 A
232401482 TESSIER, LISA B.	\$44.22	6/20/2024 A
232401483 THOMPSON, NATHAN G.	\$54.94	6/20/2024 A
232401484 TORONTO, ERIKA	\$58.69	6/20/2024 A
232401485 TULBERG, AMY C.	\$76.05	6/20/2024 A
232401486 VAN, LONAL R.	\$715.00	6/20/2024 A
232401487 VANG, JULIE	\$82.55	6/20/2024 A
232401488 VAZQUEZ, PAULA J. MS	\$104.99	6/20/2024 A
232401489 VETTE, MARISA A.	\$195.00	6/20/2024 A
232401490 WAKEFIELD, KIMBERLY A.	\$309.41	6/20/2024 A
232401491 WARD, PETER J.	\$130.00	6/20/2024 A
232401492 WEDELL, THERESA K.	\$88.44	6/20/2024 A
232401493 WEUM, JOHN D.	\$320.06	6/20/2024 A
232401494 WILLITS, ROBERT E.	\$158.13	6/20/2024 A
232401495 ZAKRZEWSKI, JACLYN V.	\$40.20	6/20/2024 A
232401496 CONTINENTAL RESEARCH CORP	\$5.40	6/24/2024 A
232401502 IFD	\$203,451.27	6/24/2024 A
232401503 KFI ENGINEERS	\$6,898.14	6/24/2024 A
232401504 LANIGAN, CHERYL D.	\$267.85	6/24/2024 A
232401505 LVC COMPANIES INC	\$820.00	6/24/2024 A
232401506 METRO MEALS ON WHEELS INC	\$7,259.55	6/24/2024 A
232401507 NEWTRAX	\$5,656.50	6/24/2024 A
232401508 NORTH CENTRAL INTERNATIONAL, LLC	\$677.61	6/24/2024 A
232401509 O'REILLY AUTOMOTIVE INC	\$196.43	6/24/2024 A
232401510 PAN-O-GOLD	\$6,755.15	6/24/2024 A
232401511 POMP'S TIRE SERVICE	\$2,029.82	6/24/2024 A
232401512 PROJECT LEAD THE WAY	\$41,876.25	6/24/2024 A
232401513 SCHOOL HEALTH CORPORATION	\$335.82	6/24/2024 A

232401514 SKOW, KAREN L.	\$891.00	6/24/2024 A
232401515 SOCIAL CLUB SIMPLE LLC	\$15.00	6/24/2024 A
232401516 SOLIANT HEALTH, LLC	\$1,612.50	6/24/2024 A
232401518 TEACHERS ON CALL	\$19,582.67	6/24/2024 A
232401520 TRIO SUPPLY COMPANY	\$10,128.73	6/24/2024 A
232401523 VESTIS SERVICES	\$1,809.32	6/24/2024 A
232401524 WL HALL COMPANY	\$1,175.00	6/24/2024 A
232401525 LAMWERS, DAVID H.	\$39.63	6/26/2024 A
232401526 LIEF, JENNIFER E.	\$156.79	6/26/2024 A
232401527 OLSON, MARK A.	\$15.44	6/26/2024 A
232401528 PELOQUIN, BRIAN F.	\$1,091.35	6/26/2024 A
232401529 QUIRK, CHRISTINE N.	\$478.34	6/26/2024 A
232401530 ROLOFF, STEPHANIE H.	\$93.80	6/26/2024 A
232401531 ROSSITER, DANIEL J.	\$261.30	6/26/2024 A
232401532 STOFFEL, JAMES E.	\$853.02	6/26/2024 A
232401533 TURNER, ADRIAN C.	\$1,156.21	6/26/2024 A
232401534 VAN ARRAGON, JANEL L.	\$16.00	6/26/2024 A
232401535 YOUNG, MATTHEW V.	\$195.00	6/26/2024 A
232401536 ALL STRINGS ATTACHED	\$240.00	6/26/2024 A
232401537 BEST BUY BUSINESS ADVANTAGE ACCT	\$61,875.00	6/26/2024 A
232401538 CL BENSEN CO INC	\$682.70	6/26/2024 A
232401539 COMMERCIAL KITCHEN SERVICES	\$957.50	6/26/2024 A
232401540 CONTINENTAL RESEARCH CORP	\$4,272.66	6/26/2024 A
232401541 DOOR SERVICE COMPANY	\$19,840.00	6/26/2024 A
232401542 DEFINITIVE TECHNOLOGY SOLUTIONS	\$12,757.80	6/26/2024 A
232401543 EARTHCAM INC	\$375.00	6/26/2024 A
232401544 KFI ENGINEERS	\$3,449.07	6/26/2024 A
232401548 KOCH MECHANICAL LLC	\$21,680.00	6/26/2024 A
232401549 KULLY SUPPLY COMPANY	\$1,249.86	6/26/2024 A
232401550 LINDE GAS & EQUIPMENT INC	\$74.92	6/26/2024 A
232401551 LVC COMPANIES INC	\$7,910.00	6/26/2024 A
232401552 MN SAFETY COUNCIL INC	\$184.00	6/26/2024 A
232401556 NARDINI FIRE EQUIPMENT CO INC	\$9,280.92	6/26/2024 A
232401557 NORTH CENTRAL INTERNATIONAL, LLC	\$241.36	6/26/2024 A
232401559 O'REILLY AUTOMOTIVE INC	\$804.33	6/26/2024 A
232401560 ON SITE SANITATION INC	\$7,080.00	6/26/2024 A
232401561 REETZ, RUSSELL A.	\$144.00	6/26/2024 A
232401562 REPUBLIC SERVICES #899	\$17,439.62	6/26/2024 A
232401564 SAFETYFIRST PLAYGROUND MAINTENANCE	\$22,135.00	6/26/2024 A
232401565 SCHROEHER, JANE E.	\$243.00	6/26/2024 A
232401566 STEVE WEISS MUSIC	\$421.95	6/26/2024 A
232401567 SYNOVIA SOLUTIONS	\$2,652.00	6/26/2024 A
232401568 TEACHERS ON CALL	\$2,680.31	6/26/2024 A
232401569 ULINE	\$1,353.98	6/26/2024 A
232401571 VESTIS SERVICES	\$479.06	6/26/2024 A
232401574 WL HALL COMPANY	\$20,675.00	6/26/2024 A
	\$19,646,030.68	

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: **July 8, 2024**

SUGGESTED DISPOSITION: **Action Item**

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

Donation	Donor	Recipient
Bagels	Benjamin Ferin	Birch Lake Elementary Staff Appreciation
Donatelli's food	Julian Stanke	Birch Lake Elementary Staff Appreciation
\$665.34	Lakeaires PTO	Lakeaires Elementary Field Trip Buses
\$10.00	Dougherty Family	Central Middle School Staff Appreciation
\$40.00	Knabb Family	Central Middle School Staff Appreciation
\$20.00	Feipel Family	Central Middle School Staff Appreciation
\$35.00	Clapper Family	Central Middle School Staff Appreciation
\$140.00	Anderson Family	Central Middle School Staff Appreciation
\$10.00	Lenz Family	Central Middle School Staff Appreciation
\$75.00	Young Family	Central Middle School and WBLAHS - South Campus Staff Appreciation
\$20.00	Reilly Family	Central Middle School Staff Appreciation
\$20.00	Miehle Family	Central Middle School Staff Appreciation

\$10.00	Macdonald Family	Central Middle School Staff Appreciation
\$50.00	Schleiss Family	Central Middle School Staff Appreciation
\$50.00	Lohmann Family	Central Middle School Staff Appreciation
\$20.00	Grier Family	Central Middle School Staff Appreciation
\$20.00	Baumler Family	Central Middle School Staff Appreciation
\$20.00	Wainio Family	Central Middle School Staff Appreciation
\$20.00	Farmer Family	Central Middle School Staff Appreciation
\$20.00	Bahnemann Family	Central Middle School Staff Appreciation
\$50.00	Roettger Family	Central Middle School Staff Appreciation
\$20.00	Cardenas Family	Central Middle School Staff Appreciation
\$20.00	Zarambo Family	Central Middle School Staff Appreciation
\$20.00	Hayes Family	Central Middle School Staff Appreciation
\$15.00	Ave'lallemant Family	Central Middle School Staff Appreciation
\$25.00	MacGillis Family	Central Middle School Staff Appreciation
\$20.00	Felber Family	Central Middle School Staff Appreciation
\$50.00	Church Family	Central Middle School Staff Appreciation
\$150.00	Kesti Family	Central Middle School Staff Appreciation
\$100.00	Gerten Family	Central Middle School Staff Appreciation
\$25.00	Bergerson Family	Central Middle School Staff Appreciation
\$25.00	Jaurides Family	Central Middle School Staff Appreciation
\$25.00	Carroll Family	Central Middle School Staff Appreciation
\$30.00	Storelee Family	Central Middle School Staff Appreciation

\$25.00	Everhart Family	Central Middle School Staff Appreciation
\$20.00	McCormick Family	Central Middle School Staff Appreciation
\$25.00	Bacha Family	Central Middle School Staff Appreciation
\$20.00	Kaiser Family	Central Middle School Staff Appreciation
\$25.00	Berseth Family	Central Middle School Staff Appreciation
\$25.00	Hackbarth Family	WBLAHS - South Campus Staff Appreciation
\$40.00	Gerst Family	WBLAHS - South Campus and Central Middle School Staff Appreciation
\$100.00	Anderson Family	WBLAHS - South Campus Staff Appreciation
\$25.00	Dresen Family	WBLAHS - South Campus Staff Appreciation
\$20.00	Kindsvater Family	WBLAHS - South Campus Staff Appreciation
\$50.00	Eckerle Family	WBLAHS - South Campus Staff Appreciation
\$30.00	Klier Family	WBLAHS - South Campus Staff Appreciation
\$25.00	Mohar Family	WBLAHS - South Campus Staff Appreciation
\$50.00	Walhoff Family	WBLAHS - South Campus Staff Appreciation
\$50.00	Drusch Family	WBLAHS - South Campus Staff Appreciation
\$25.00	Anderson Family	WBLAHS - South Campus Staff Appreciation
\$45.00	Kruse Family	WBLAHS - South Campus and Central Middle School Staff Appreciation
\$25.00	Sommars Family	WBLAHS - South Campus Staff Appreciation
\$25.00	Harper Family	WBLAHS - South Campus Staff Appreciation
\$90.00	McMonigal Family	WBLAHS - South Campus Staff Appreciation
\$10.00	Macewen Family	WBLAHS - South Campus Staff Appreciation

\$20.00	Bush Family	WBLAHS - South Campus Staff Appreciation
\$25.00	Luther Family	WBLAHS - South Campus Staff Appreciation
\$20.00	Lentsch Family	WBLAHS - South Campus Staff Appreciation
\$10.00	Casa de Calvo Family	WBLAHS - South Campus Staff Appreciation
\$30.00	Woodcock Family	WBLAHS - South Campus Staff Appreciation
\$20.00	Dupaul Family	WBLAHS - South Campus Staff Appreciation
\$25.00	Frazier Family	WBLAHS - South Campus Staff Appreciation
\$200.00	Richardson Family	WBLAHS - South Campus Staff Appreciation
\$20.00	Kolstad Family	WBLAHS - South Campus Staff Appreciation
\$25.00	Bartsch Family	WBLAHS - South Campus Staff Appreciation
\$50.00	Jacob Family	WBLAHS - South Campus Staff Appreciation
\$40.00	Newlander Family	WBLAHS - South Campus and Central Middle School Staff Appreciation
\$10.00	Femrite Family	WBLAHS - South Campus Staff Appreciation
\$20.00	Hilderman Family	WBLAHS - South Campus Staff Appreciation
\$25.00	Thibodeau Family	WBLAHS - South Campus Staff Appreciation
\$20.00	Bloomquist Family	WBLAHS - South Campus Staff Appreciation
\$20.00	Harding Family	WBLAHS - South Campus and Central Middle School
\$25.00	Hulla Family	WBLAHS - South Campus Staff Appreciation
\$100.00	O'Brien Family	WBLAHS - South Campus Staff Appreciation
\$50.00	Ramnarine Family	WBLAHS - South Campus Staff Appreciation
\$250.00	Daniel Epstein	The Senior Center Meals on Wheels

\$500.00	St Stephens Lutheran Church	The Senior Center Meals on Wheels
\$10.00	Mary & Kevin Wolfley	The Senior Center Meals on Wheels
\$50.00	Janet Bowser	The Senior Center

RECOMMENDED ACTION:

Approve.

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

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

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

RESIGNATION/TERMINATION/NON-RENEWAL - CLASSIFIED STAFF

WILLIAM KRANNICH – Custodian - WBLAHS - South Campus

Employed by District 624 since 07/31/2023

Effective Date: 06/14/2024

HAILLE PANGBURN – Lunchroom Playground Supervisor - Oneka Elementary

Employed by District 624 since 09/20/2023

Effective Date: 06/06/2024

ANGELICA SOLANO MERINO – OST Program Assistant - Vadnais Heights Elementary

Employed by District 624 since 09/18/2020

Effective Date: 06/06/2024

TRINITI THAO – Lunchroom Playground Supervisor - Oneka Elementary

Employed by District 624 since 09/20/2023

Effective Date: 06/06/2024

RESIGNATION/TERMINATION/NON-RENEWAL - CERTIFIED STAFF

ERIKA KELLY-KENNEDY – School Psychologist - Central Middle School

Employed by District 624 since 08/21/2013

Effective Date: 06/07/2024

ELIZABETH LILJA – Instructional Coach - Willow Lane Elementary

Employed by District 624 since 08/21/2013

Effective Date: 06/07/2024

RESIGNATION/TERMINATION/NON-RENEWAL - NON-AFFILIATED

STEVE ASPER – Director of Technology - Admin Office

Employed by District 624 since 08/12/2013

Effective Date: 06/30/2024

JULIE BLASKE – Chemical Health Specialist - ALC

Employed by District 624 since 10/23/2023

Effective Date: 06/06/2024

ASHLEY GUTHRIE – OST Site Supervisor - Lakeaires Elementary

Employed by District 624 since 10/31/2017

Effective Date: 06/28/2024

KRISTEN JOHNSON – Asst Dir of Stud Supp Services - Admin Office
Employed by District 624 since 02/19/2020
Effective Date: 06/25/2024

RETIREMENT - CERTIFIED STAFF

WAYNE OSTLUND – Math Teacher - Mariner Middle School
Employed by District 624 since 08/24/1995
Effective Date: 06/07/2024

CHANGE IN ASSIGNMENT - CLASSIFIED STAFF

STEVEN ENGSTRAN – From Custodian - Central Middle School
To Truck Driver - District Wide
From \$20.66/hr. To \$24.29hr. Per week
Effective Date: 05/28/2024

NEVAEH JONES – OST Program Assistant - Birch Lake Elementary
From 30 hrs. To 22.5 hrs. Per week
Effective Date: 05/17/2024

SEAN KEHOE – From Custodian - WBLAHS - North Campus
To Head Custodian Engineer Multiple Buildings - Otter Lake & Vadnais Heights
Elementary
From \$27.66/hr. To \$32.34/hr. Per week
Effective Date: 04/24/2024

TAYLOR PLANTE – From AA Registrar - WBLAHS - North Campus
To Administrative Assistant - Principal - ALC
From \$22.21/hr. To \$26.67/hr.
Effective Date: 07/01/2024

LISA SETTERLUND – From AA - Associate Principal/Registrar (10-month) - WBLAHS
To AA - Associate Principal/Registrar (12-month) - WBLAHS
Effective Date: 07/01/2024

RETURN FROM LEAVE OF ABSENCE - CLASSIFIED STAFF

JASON BOOR – Custodian - Mariner Middle School
Employed by District since 09/14/2018
Effective Date: 07/02/2024

FULL-TIME LEAVE OF ABSENCE - CERTIFIED STAFF

TERI BECKERS – 2nd Grade Teacher - Lincoln Elementary

Employed by District 624 since 08/23/1999

Effective Date: 2024-2025 school year

NEW PERSONNEL - CLASSIFIED STAFF

ALONA ZAITSEVA – Custodian - WBLAHS

\$22.79 per hr. 40 hrs. per wk.

Effective Date: 07/01/2024

ANGELA KEELING – Administrative Assistant - Principal - WBLAHS

\$26.67 per hr. 40 hrs. per wk.

Effective Date: 07/08/2024

MADISSEN MORTINSEN – Paraeducator - Mariner Middle School

\$22.91 per hr. 32.5 hrs. per wk.

Effective Date: 09/03/2024

DANA SCHIFSKY – Paraeducator - Normandy Park

\$22.91 per hr. 15 hrs. per wk.

Effective Date: 09/03/2024

ALONA ZAITSEVA – Custodian - Mariner Middle School

\$22.49 per hr. 40 hrs. per wk.

Effective Date: 07/01/2024

NEW PERSONNEL - CERTIFIED STAFF

SAMUEL ALLIEGRO – Special Education Teacher - TEC

1.0 FTE MA Step 6 \$64,483

Effective Date: 08/26/2024

MARIE BAUER – School Social Worker - North Star Elementary

1.0 FTE MA Step 5 \$62,501

Effective Date: 08/26/2024

GRACE BEHR – Special Education Teacher - Mariner Middle School

1.0 FTE MA Step 4 \$61,201

Effective Date: 08/26/2024

RACHAEL BOROWSKE – Speech Language Pathologist - Otter Lake Elementary

1.0 FTE MA Step 12 \$82,938

Effective Date: 08/26/2024

JENNA CLAUSING – 2nd/3rd Grade Teacher - Oneka Elementary

1.0 FTE BA Step 2 \$52,272

Effective Date: 08/26/2024

MADELINE FORSYTH – School Social Worker - WBLAHS

1.0 FTE MA Step 4 \$62,501

Effective Date: 08/26/2024

ALLYSON NELSON – 1st Grade Teacher - Matoska International

1.0 FTE BA Step 1 \$51,257

Effective Date: 08/26/2024

HEATHER PASSOFARO – Spanish Teacher - Birch Lake Elementary

.6 FTE MA+60 Step 13 \$59,924

Effective Date: 08/26/2024

KEVIN ROBINSON – Music Teacher - WBLAHS

1.0 FTE BA Step 5 \$55,342

Effective Date: 08/26/2024

SUSAN SEDRO – IB Coordinator - Matoska International

.5 FTE MA Step 13 \$44,364

Effective Date: 08/26/2024

KAYLYN SIMONETTE – 4th Grade Teacher - Willow Lane Elementary

1.0 FTE BA Step 2 \$52,272

Effective Date: 08/26/2024

ANNIE STEINBERG – 2nd Grade Teacher - Oneka Elementary

1.0 FTE BA Step 2 \$51,257

Effective Date: 08/26/2024

CARRIE ZIRBEL – School Social Worker - Vadnais Heights Elementary

1.0 FTE BA Step 4 \$54,390

Effective Date: 08/26/2024

LONG-TERM SUBSTITUTE - CERTIFIED STAFF

ELIZABETH FUNKHOUSER – Special Education Teacher - Otter Lake Elementary

1.0 FTE BA Step 1 \$15,600

Effective Date: 08/26/2024 - 11/25/2024

SARAH MUELLNER – 5th Grade Teacher - Willow Lane Elementary
1.0 FTE MA Step 2 \$57,850
Effective Date: 2024-2025 School Year

AGENDA ITEM: **Quarterly Investment Update**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Action Item**

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

BACKGROUND:

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

Below you will find the information concerning our investments as of quarter-end. Short-term money market yields remain quite attractive on the heels of the Federal Reserve’s higher-for-longer rate policy narrative. Overnight rates have been relatively unchanged, although there has been a notable increase in yields from 6 to 12-month maturities relative to 1 to 3-month maturities. Nevertheless, the District’s total overall aggregate general operating funds and bond proceeds funds follow the District’s investment policy statement and Minnesota state statutes (Minnesota Statute 118A.04) as all the investment holdings are of extremely high quality. In addition, the District’s Other Post-Employment Benefits (“OPEB”) Trust fund is also in compliance with Minnesota Statute 356A.

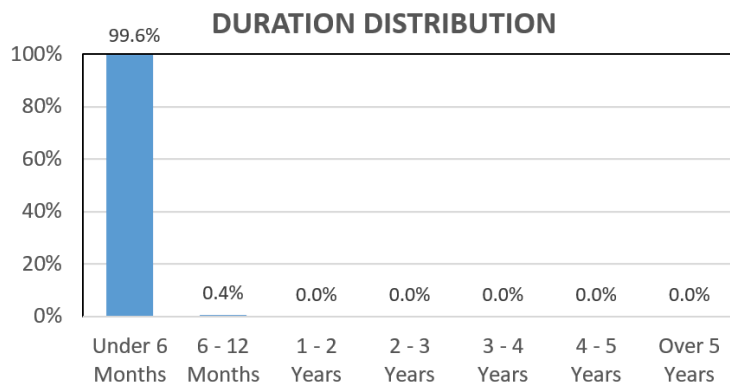
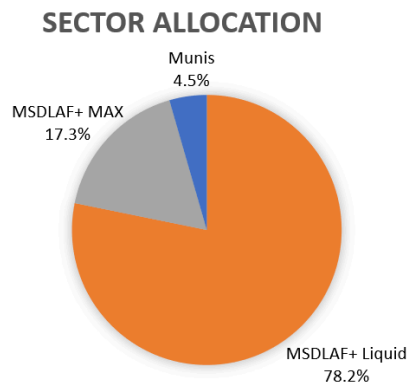
As a reminder, the District can invest its operating general funds and bond proceeds funds in only the most high-quality (minimal risk) securities as allowed by Minnesota state statutes and the District’s investment policy. This includes government securities (U.S. Treasuries and Federal Agencies such as Fannie Mae, Freddie Mac, and mortgage-backed federal investments, and instruments of other government-sponsored enterprises); high-grade commercial paper, which is short-term, highly-rated debt of corporate issuers; certificates of deposit (collateralized and FDIC-insured); municipal bonds (state and local government securities); collateralized investment agreements; banker’s acceptances; repurchase agreements; and cash/money market funds or local government investment pools. Since the permitted investments as allowed by state statute are of the highest safety (and least risk), general operating fund and bond fund investment earnings generated by governmental entities like the District tend to be low relative to portfolios managed with more latitude.

This quarterly memorandum is submitted in compliance with the Board Policy mandate. For the period ending June 30, 2024, the District's overall operating and bond proceeds funds had the following characteristics:

Operating and Debt Funds Portfolio Summary		
Portfolio Holdings	Closing Market Value	Current Yield
MSDLAF+ Liquid Class	\$139,577,867.05	5.17%
MSDLAF+ MAX Class	\$30,939,537.08	5.24%
MSDLAF+ Managed Accounts	\$7,994,626.51	N/A
<u>Total</u>	<u>\$178,512,030.64</u>	

Operating and Debt Funds Portfolio Summary		
Type of Funds	Market Value	% of Assets
Temporarily Restricted Funds	\$158,656,457.28	88.9%
Unrestricted Funds	\$19,855,573.36	11.1%
<u>Total</u>	<u>\$178,512,030.64</u>	<u>100.0%</u>

Operating and Debt Funds Investment Allocation		
Investment Type	Closing Market Value	Percent
U.S. Treasuries	\$0.00	0.00%
Federal Agencies	\$0.00	0.00%
Certificates of Deposit	\$0.00	0.40%
Commercial Paper	\$0.00	0.00%
Municipal Bonds	\$7,994,626.51	10.35%
LGIP	\$170,517,404.13	89.25%
<u>Total</u>	<u>\$178,512,030.64</u>	<u>100.00%</u>



The U.S. economy continued to perform well in the first half of calendar year 2024. Aggregate growth moderated but remained close to the economy's potential. Most market participants expect the U.S. economy to see a soft-landing through the 2025 year (the first since 1995). It is supported by the end of the Federal Reserve's tightening cycle, a healthy jobs market supporting spending, and still-strong residential investment on tight inventories.

Real GDP growth in 2024 is projected to be around 2.3%, helped by surprising private-sector strength in the first quarter. GDP is expected to slow to about 1.65 in 2025 as still high borrowing costs support expectations for a slowdown.

The labor market has been at full employment, as the unemployment has been persistently low, as it has been at 4.0% or lower for the past two-plus years. Job growth has continued to surprise to the upside, due in large part to ongoing supply side tailwinds from recent immigration inflows and strong labor force participation. As business demand for workers cools slowly, the unemployment rate is expected to gradually lift from 4.0% in May to a still-low 4.3% peak by early 2025. This level is near its historic low as businesses keep workers, preferring to cancel job openings instead. Still-hot wage gains in May give the Fed reason to keep rates higher for longer.

Consumers continued to spend with confidence, despite extremely poor affordability (i.e., higher interest rates and prices) and tight credit. After above-trend spending activity through 2023, affordability concerns on higher borrowing costs will weigh on consumer spending, as seen in the slowdown in consumption in the first quarter. Consumers are expected to moderate spending to 2.2% and 1.9% in 2024 and 2025, respectively, near its 2.0% twenty-year average, supported by job market strength.

Still-tight existing home inventories will keep a floor on home prices through 2024 and help support new home building with residential investment expected to recover this year from the recent interest-rate driven slump. Lower rates into 2025 will help bring more supply to the housing market. Existing home sales will most likely pick up in 2025, slowing down the growth of home prices.

Businesses have done their part to help the economy grow as well, amid steady customer demand across both the manufacturing and services sectors. Overall business investment is expected to moderate in 2024 to 4.0%, its historic mean, as economic activity softens and the policy-related boost in private investment in nonresidential structures of 2023 starts to wane. With little inventory of existing homes for sale and a substantial number of home buildings in the pipeline, residential investment is expected to remain strong.

All this being said, the sustained economic expansion has been accompanied by renewed upward price pressure. As measured by the core personal consumption expenditures (“PCE”) price index, inflation continued to slightly decline in the first half of the calendar year. While the downward trend is a good sigh, the latest PCE figures do align with still elevated and even reaccelerating risk. Importantly, such a lack of progress on inflation moves the data further away from the convincing evidence Federal Reserve officials need to start easing policy sooner than later. As a result, rate cuts may be delayed as the “higher for longer” mantra is back in play. This validates the current hawkish shift in market pricing. Price gains will continue to moderate through the year, though at a bit stickier pace than previously thought. Core PCE is now expected to reach the Fed’s target by the third quarter of 2025. The Fed is expected to keep its monetary policy even “higher for longer” until they are confident that their key inflation metrics, particularly super-core PCE inflation (core services minus housing), begin to moderate.

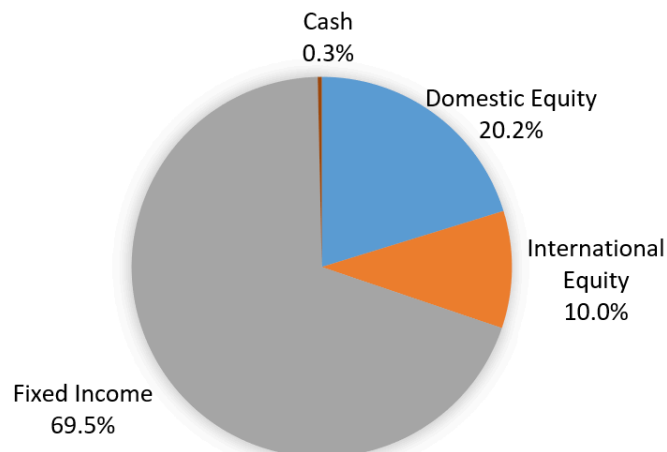
The risks have clearly shifted toward a later start to Fed rate cuts, a slower easing cycle, and an earlier ending at a higher level – especially if the disinflationary trend does not return in the coming months as expected.

Going forward, investors expect economic growth to remain at or below trend through the remainder of the calendar year, as restrictive monetary policy continues to take a toll on overall activity. The baseline outlook holds that more moderate growth combined with a loosening labor market will in due course bring inflation sustainably close to the Fed’s 2.0% target – thereby precipitating a “soft landing.” Downside risks of a harder fall, however, arise if rate cuts are continually delayed or even canceling, keeping financial conditions tight and increased pressure on affordability. Upside exposure centers on the potential that the supply side of the economy continues to outperform expectations without adding inflationary pressures. Nonetheless, stronger than expected incoming reports on consumer spending, housing, and capital goods orders provide some additional momentum for real GDP growth in 2024 and into 2025. Domestically, the greatest challenge remains a Federal Reserve overshoot, in response to signs of sticky inflation. Given monetary policy acts with a lag, the United States could suffer an affordability crunch after the Fed starts to lower rates. Geopolitical risks remain a major concern worldwide as well. However, a healthy labor market, supported by increased immigration, provides a cushion.

For fiscal year 2024, actual earned income in the MSDLAF+ accounts amounted to approximately \$6.78 million. The yield curve remains inverted as the difference between the 2 and 10-year U.S. Treasury yield has remained in a relatively tight range near forty basis points for the past four months. Short-term investment maturities have remained relatively unchanged for most of 2024, reflecting Fed overnight rate policy. As a result, the budget for interest income in FY 2025 is projected to be around \$5.71 million.

The OPEB Trust account managed by the District at the end of the quarter totaled: ~\$32,529,345.68. As of June 30, 2024, the OPEB investment portfolio was diversified and allocated as follows:

OPEB TRUST SECTOR ALLOCATION



It is halfway through the calendar year of 2024 and stocks are in the locker room feeling thrilled about their play so far. The S&P 500 index gained a sublime ~15% in the first half of the year, but Nvidia alone was responsible for more than a third of that gain. The maker of AI chips surged ~150% since January 1, 2024 to become the most valuable company in the U.S. at one point.

Going into 2024, investors were expecting the Fed to cut interest rates six times. There has not been a single rate cut yet, but that has not stopped the S&P 500 index from notching thirty-one all-time closing highs, good for the second-best tally of records this century. Stocks have overcome the Fed's dillydallying thanks to strong earnings, a sturdy economy, and AI fever.

The 139-year-old Dow index has never looked more its age, with components Nike, Intel, and Boeing all down by more than 30% in 2024. The Dow has gained less than 4% so far this calendar year. Overall, cocoa boomed nearly 85% over shortage concerns. Gold hit a record high last month. The Japanese yen has slumped to a 38-year low against the U.S. dollar while Bitcoin got a boost from new ETFs. Of course, no one knows what is next for the equity markets, but a strong first half to the calendar year has historically foreshadowed a strong second half.

The Federal Reserve remains focused on year-over-year inflation readings that continue to come in above its 2.0% target. Fed officials have kept the overnight target rate unchanged noting the disinflation process "would likely take longer than previously thought" while some members have shared a willingness "to tighten policy further" if necessary. The markets have largely been undeterred by the cautious commentary. The Fed has reiterated its intention to align its policies to meet its long-term inflation target of 2.0%, including keeping rates higher-for-longer if necessary. Although initial Fed rate cut expectations continue to be pushed back, investors continue to expect the general trend towards lower interest rates over the next several quarters.

Recent economic releases have showed cooling personal consumption. However, counterbalancing some of the recent weakness in consumer, the May jobs report pointed to a labor market that is expected to remain supportive of personal consumption. Nonfarm payrolls came in well above expectations at 272,000, while the unemployment rate ticked up to 4.0%. A separate release showed layoffs falling to their lowest level since December of 2022.

Despite inconsistencies in economic data, the Conference Board Consumer Confidence survey rose in the month of May for the first time in three months, reflecting increased optimism surrounding current business and labor market conditions.

An overly restrictive monetary policy stance by the Fed combined with tighter credit and an affordability crunch remain the primary headwinds for the economy. The economic implications of the U.S. election and geopolitical conflicts are also a wildcard. With these risks in mind, some market participants continue to estimate that the economy has a 30% chance of entering a mild recession within the next twelve months.

For the period ending June 30, 2024, the OPEB Trust account had the following preliminary returns:

Other Post-Employment Benefits (“OPEB”) Trust Fund Returns		
Portfolio / Benchmark	Quarter-To-Date Return	Year-To-Date Return
OPEB Trust Account	1.25%	3.61%
Blended Benchmark	1.19%	3.18%
<i>Difference</i>	<i>+0.06%</i>	<i>+0.43%</i>

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: **Superintendent's Report**
MEETING DATE: **July 8, 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.

D. DISCUSSION ITEMS

E. OPERATIONAL ITEMS

AGENDA ITEM: **Action on Renewal Membership in the Minnesota State High School League for 2024-25**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Each year the White Bear Lake Area School Board is required to approve the resolution to renew the White Bear Lake Area High School's membership in the Minnesota State High School League. Each School Board member has reviewed the "[Why We Play](#)" training video found on the MSHSL website as required by the Minnesota State High School League.

RECOMMENDED ACTION:

Approve membership in the Minnesota State High School League for 2024-25.



**2024-2025 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE
Membership Renewal Form**

This form must be completed once for each school in the district.

Must be completed and submitted to MSHSL NOT LATER THAN JULY 31, 2024. Retain one copy for the school files.

RESOLVED, that the Governing Board or Entity of White Bear Lake Area High School (Name of School) located in the State of Minnesota delegates the control, supervision and regulation of interscholastic activities and athletics (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the school listed is authorized by this, the Governing Board of said school district or school to renew its membership in the Minnesota State High School League; and to participate in the approved interscholastic activities and athletics sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board or Entity hereby adopts the Constitution, Bylaws, Policies, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or school, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and athletics. Further, the administration and responsibility for determining student eligibility and for the supervision of such activities and athletics are assigned to the official representatives identified by this Governing Board or Entity.

Signing this Resolution for Membership affirms that this Governing Board has reviewed all required membership materials provided by the League which defines the purpose and value of education-based activity and athletic and programs and defines each member school's responsibilities.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Student Code of Responsibilities (Bylaw 206.2) violations for students participating in activity and athletic programs by member schools.

The above Resolution was adopted by the Governing Board or Entity of this school or district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

AGENDA ITEM: **Action on Resolution Approving the 916 LTFM Plan**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The School Board of Northeast Metropolitan Intermediate School district No. 916 has approved a long-term facility maintenance budget for its facilities for the 2025-26 school year in the amount of \$467,100, of which member districts pay a proportionate share determined by utilizing a blended rate based on net tax capacity and ratio of ADM utilization by the district. The White Bear Lake Area Schools' proportionate share is \$43,056.00.

RECOMMENDED ACTION:

Approve the Resolution Approving Northeast Metropolitan Intermediate School District No. 916's Long-Term Facility Maintenance Budget and Authorizing the Inclusion of a Proportionate Share of Those Projects in the District's Application for Long-Term Facility Maintenance Revenue in the amount of \$43,056.00 as presented.

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 624
(White Bear Lake)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a School Board meeting of School District No. 624, State of Minnesota, was held on _____(date), at _____(time), for the purpose, in part, of approving the FY 2026 Long-Term Facility Maintenance budget and authorizing the inclusion of a proportionate share of Northeast Metro 916 Intermediate School District's long-term facility maintenance projects in the district's application for long-term facility maintenance.

Member _____ introduced the following resolution and moved its adoption:

Resolution approving Northeast Metro 916 Intermediate School District's long-term facility maintenance program budget and authorizing the inclusion of a proportionate share of those projects in the district's application for fiscal year (FY) 2026 long-term facility maintenance revenue.

BE IT RESOLVED by the School Board of School District No. 624, State of Minnesota, as follows:

1. The school board of Northeast Metro 916 Intermediate School District has approved a long-term facility maintenance program budget for its facilities for the 2025-2026 school year (Pay 2025 Levy) in the amount of \$467,100 of which School District No. 624's proportionate share is \$43,056.00 for pay as you go projects. The various components of this program budget are attached hereto and are incorporated herein by reference. Said budget is hereby approved.
2. Minnesota Statutes, Section 123B.595, subdivision 3, provides that if an intermediate school district's long-term facility maintenance budget is approved by the school boards of each of the intermediate school district's member school districts, each member district may include its proportionate share of the costs of the intermediate school district program in its long-term facility maintenance revenue application.
3. The proportionate share of the costs of the intermediate school district's long-term facility maintenance program for each member school district to be included in its application shall be determined by utilizing a blended rate where 25% of the rate is determined by multiplying the total cost of the intermediate school district long-term facility maintenance times the ratio of the member school district's net tax capacity to the total net tax capacity of the intermediate school district and 75% of the rate is determined by multiplying the total cost of the intermediate school district long-term facility maintenance times the ratio of ADM utilization by district to the total ADM utilization. The inclusion of this proportionate share in the district's long-term facility

maintenance revenue application for fiscal year 2026 is hereby approved, subject to approval by the Commissioner of Education. Upon receipt of the proportionate share of long-term facility maintenance revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and, upon vote being taken thereon, the following voted in favor thereof:

And the following voted against:

WHEREUPON said resolution was approved and adopted by the school board of School District No. 624.

STATE OF MINNESOTA


COUNTY OF _____

I, the undersigned, being the duly qualified and acting Clerk of School District No. 624, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of Independent School District No. 624 held on the date therein indicated, with the original of said minutes on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the approval of Northeast Metro 916 Intermediate School District's long-term facility maintenance program budget and authorizing the inclusion of a proportionate share of the School District's long-term facility maintenance projects in the district's application for long-term facility maintenance revenue.

WITNESS MY HAND officially as such Clerk on _____(date).

Clerk

Independent School District No. 624

		Division of School Finance 400 NE Stinson Blvd Minneapolis, MN 55413		Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only								ED - 02478-09		
Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes 2021, section 123B.595, subd. 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.														
District Info.		Enter Information		District Info.		Enter Information								
District Name:		Northeast Metro 916 Intermediate School District		Date:										
District Number:		916		Email:		mkumlien@916schools.org								
District Contact Name:		Mark Kumlien												
Contact Phone #		651-415-5650												
				Fiscal Year (FY) Ending June 30										
Expenditure Categories				2024 (base year)	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.														
Finance Code	Category (1)													
347	Physical Hazards			\$36,650	\$37,150	\$38,650	\$33,650	\$38,650	\$33,650	\$38,650	\$33,650	\$46,150	\$41,150	\$46,150
349	Other Hazardous Materials			\$11,500	\$12,000	\$14,500	\$8,500	\$8,500	\$11,500	\$11,500	\$14,500	\$12,500	\$12,500	\$12,500
352	Environmental Health and Safety Management			\$93,800	\$94,800	\$95,800	\$96,800	\$97,800	\$98,800	\$99,800	\$100,800	\$109,300	\$109,300	\$109,300
358	Asbestos Removal and Encapsulation			\$0	\$2,000	\$0	\$0	\$2,000	\$0	\$0	\$2,000	\$2,500	\$2,500	\$2,500
363	Fire Safety			\$26,900	\$28,400	\$26,450	\$30,950	\$24,350	\$26,750	\$28,950	\$24,350	\$33,650	\$34,250	\$29,650
366	Indoor Air Quality			\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500
Total Health and Safety Capital Projects				\$181,350	\$186,850	\$187,900	\$182,400	\$183,800	\$183,200	\$191,400	\$187,800	\$216,600	\$212,200	\$212,600
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year														
Finance Code	Category (2)													
358	Asbestos Removal and Encapsulation			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
366	Indoor Air Quality			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Health and Safety Capital Projects \$100,000 or More				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151														
Finance Code	Category 3 (a)													
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Remodeling for Approved Voluntary Pre-K Projects				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling for Gender-Neutral Single-User Restrooms														
Finance Code	Category 3 (b) LTFM REVENUE EFFECTIVE FY 2025													
UFARS Coding Pending	Remodeling for gender-neutral single user restroom per site.			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Remodeling for Gender-Neutral Single User Projects				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Accessibility														
Finance Code	Category (4)													
367	Accessibility			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Accessibility Projects				\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Capital Expenditures and Maintenance Projects														
Finance Code	Category (5)													
368	Building Envelope			\$21,500	\$24,500	\$21,500	\$196,500	\$196,500	\$21,500	\$21,500	\$21,500	\$28,500	\$28,500	\$178,500
369	Building Hardware and Equipment			\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
370	Electrical			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
379	Interior Surfaces			\$28,100	\$80,100	\$179,700	\$24,700	\$24,700	\$99,700	\$179,700	\$179,700	\$75,700	\$75,700	\$75,700
380	Mechanical Systems			\$15,000	\$107,500	\$40,000	\$160,000	\$20,000	\$20,000	\$0	\$0	\$0	\$0	\$0
381	Plumbing			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
382	Professional Services and Salary			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
383	Roof Systems			\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$614,000	\$14,000	\$14,000	\$17,000	\$17,000	\$0
384	Site Projects			\$15,000	\$15,000	\$20,000	\$16,000	\$70,000	\$71,000	\$20,000	\$16,000	\$20,000	\$16,000	\$0
Total Deferred Capital Expense and Maintenance				\$97,600	\$245,100	\$279,200	\$415,200	\$329,200	\$830,200	\$239,200	\$235,200	\$145,200	\$141,200	\$258,200
Total Annual 10-Year Plan Expenditures				\$278,950	\$431,950	\$467,100	\$597,600	\$513,000	\$1,013,400	\$430,600	\$423,000	\$361,800	\$353,400	\$470,800
Fund Balance Section														
Fund 01														
	Beginning Fund Balance 01-467-XX			\$262,096	\$415,096	\$450,246	\$580,746	\$496,146	\$996,546	\$413,746	\$406,146	\$344,946	\$336,546	\$453,946
	LTFM Fiscal Year Revenue - Levy			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue - AID if Applicable			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue Other			\$431,950	\$467,100	\$597,600	\$513,000	\$1,013,400	\$430,600	\$423,000	\$361,800	\$353,400	\$470,800	\$1,163,450
	LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT if applicable - Special Legislation			\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Estimated Fiscal Year Expenditures			\$278,950	\$431,950	\$467,100	\$597,600	\$513,000	\$1,013,400	\$430,600	\$423,000	\$361,800	\$353,400	\$470,800
Ending Fiscal Year Fund Balance 01-467-XX				\$415,096	\$450,246	\$580,746	\$496,146	\$996,546	\$413,746	\$406,146	\$344,946	\$336,546	\$453,946	\$1,146,596

General Information and Instructions: Please read the **Instructions for Completion** on the **Instructions** tab before completing this report.

District Name:	Name of Person Completing this Report:	Title:	
Northeast Metro 916 Intermediate School District	Mark Kumlien	Executive Director of Finance	
Telephone Number:	Email Address:		Date Submitted:
651-415-5650	mkumlien@916schools.org		

Long-Term Facilities Maintenance (LTFM) Revenue amounts to be Allocated to member School Districts for Fiscal Year (FY) 2026

1. Pay-as-you-go revenue portion		\$ 467,100.00
2. Bond debt service revenue portion		\$ -
3. Total revenue amounts to allocate		\$ 467,100.00

[illegible]

Totals: The column totals must agree with Lines 1 and 2.

100.0000%	\$	467,100.00	0.0000%	\$	-
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Notes - Allocation method agreed to by member districts:

Blended rate: Net Taxing Capacity and ADM Utilization

AGENDA ITEM: **Action on 10-Year Long Term Facility
Maintenance Plan (LTFM)**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The District is required to approve its Long Term Facilities Maintenance (LTFM) plan annually in July, submit the plan to the commissioner for approval by July 31, and indicate whether the District will issue bonds to finance the plan.

Attached is the District's 10-Year Long-Term Facility Maintenance (LTFM) expenditure and revenue plans as well as a more detailed planning document that breaks down the planned LTFM expenses over the next 10 fiscal years.

RECOMMENDED ACTION:

Approve the 10-year Long-Term Facility Maintenance Plan as presented.

**Extract of School Board Meeting Minutes
Independent School District No. 642
White Bear Lake Area Schools
State of Minnesota**

Pursuant to due call and notice thereof, a School Board meeting of Independent School District No. 624, State of Minnesota, was held on Monday, July 8, 2024 at 5:30 p.m., for the purpose in part, of approving the District's Fiscal Year (FY) 26 Long-Term Facility Maintenance Ten-Year Plan as established in Minnesota Statutes, section 123B.595.

School Board Member _____ introduced the following resolution and moved its adoption.

**Resolution Adopting Independent School District No. 624
FY 26 Long-Term Facilities Maintenance Ten-Year Plan**


Be it resolved that the School Board of Independent School District No. 624, State of Minnesota, approves the attached FY 26 Long-Term Facilities Maintenance Ten-Year Plan.

The motion for the adoption of the foregoing resolution was duly seconded by School Board Member _____ and, upon vote being thereon, the following voted in favor of the motion:

And the following voted against:

Whereupon the resolution was declared duly passed and adopted the **8th** day of **July, 2024**.

Scott Arcand, School Board Clerk

	Division of School Finance 400 NE Stinson Blvd Minneapolis, MN 55413	Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only										ED - 02478-10
Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes 2023, section 123B.595, subd. 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.												
District Info.		(REQUIRED) Enter Information		District Info.		(REQUIRED) Enter Information						
District Name:		White Bear Lake Area Schools		Email:		Kevin.fernandez@isd624.org						
District Number:		0624										
District Contact Name:		Kevin Fernandez										
Contact Phone #		651-407-7633										
Fiscal Year (FY) Ending June 30												
Expenditure Categories		2024 (base year)	2025	2026	2027	2028	2029	2030	2031	2032	2033	2034
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.												
Finance Code	Category (1)											
347	Physical Hazards	\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$230,000	\$230,000
349	Other Hazardous Materials	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
352	Environmental Health and Safety Management	\$216,075	\$216,075	\$216,075	\$216,075	\$216,075	\$216,075	\$216,075	\$216,075	\$216,075	\$216,075	\$216,075
358	Asbestos Removal and Encapsulation	\$493,750	\$305,000	\$143,925	\$143,925	\$143,925	\$143,925	\$143,925	\$143,925	\$143,925	\$143,925	\$143,925
363	Fire Safety	\$198,925	\$198,925	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000	\$160,000
366	Indoor Air Quality	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
Total Health and Safety Capital Projects		\$1,218,750	\$1,030,000	\$830,000	\$830,000	\$830,000	\$830,000	\$830,000	\$830,000	\$830,000	\$830,000	\$830,000
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year - Additional Revenue												
Finance Code	Category (2)											
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Health and Safety Capital Projects \$100,000 or More		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151												
Finance Code	Category 3 (a)											
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Remodeling for Approved Voluntary Pre-K Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling for Gender-Neutral Single-User Restrooms												
Finance/Course Codes	Category 3 (b) LTFM REVENUE EFFECTIVE FY 2025											
Finance Code 384 and Course Code 684 MUST USE BOTH	Remodeling for gender-neutral single user restroom per site.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Remodeling for Gender-Neutral Single User Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Accessibility												
Finance Code	Category (4)											
367	Accessibility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Accessibility Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Capital Expenditures and Maintenance Projects												
Finance Code	Category (5)											
368	Building Envelope	\$260,000	\$456,000	\$100,000	\$100,000	\$570,000	\$1,300,000	\$1,040,000	\$600,000	\$600,000	\$700,000	\$700,000
369	Building Hardware and Equipment	\$295,000	\$70,000	\$1,080,000	\$90,000	\$205,000	\$90,000	\$90,000	\$235,000	\$235,000	\$135,000	\$135,000
370	Electrical	\$1,811,000	\$1,523,700	\$70,000	\$90,000	\$125,000	\$100,000	\$150,000	\$175,000	\$175,000	\$175,000	\$175,000
379	Interior Surfaces	\$690,000	\$260,000	\$690,000	\$250,000	\$1,215,000	\$190,000	\$240,000	\$390,000	\$390,000	\$390,000	\$390,000
380	Mechanical Systems	\$15,514,498	\$32,168,000	\$7,000,000	\$8,340,000	\$3,190,000	\$3,650,000	\$4,200,000	\$3,700,000	\$3,700,000	\$3,700,000	\$3,700,000
381	Plumbing	\$3,020,000	\$2,356,000	\$90,000	\$110,000	\$650,000	\$1,120,000	\$630,000	\$700,000	\$700,000	\$700,000	\$700,000
382	Professional Services and Salary	\$2,286,376	\$3,600,549	\$2,400,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000	\$1,700,000
383	Roof Systems	\$592,000	\$700,000	\$400,000	\$130,000	\$2,090,000	\$2,090,000	\$2,130,000	\$2,630,000	\$2,630,000	\$2,630,000	\$2,630,000
384	Site Projects	\$270,000	\$250,000	\$1,090,000	\$1,110,000	\$1,175,000	\$680,000	\$740,000	\$790,000	\$790,000	\$790,000	\$790,000
Total Deferred Capital Expense and Maintenance		\$24,738,874	\$41,384,249	\$12,920,000	\$11,920,000	\$10,920,000	\$10,920,000	\$10,920,000	\$10,920,000	\$10,920,000	\$10,920,000	\$10,920,000
Total Annual 10-Year Plan Expenditures		\$25,957,624	\$42,414,249	\$13,750,000	\$12,750,000	\$11,750,000	\$11,750,000	\$11,750,000	\$11,750,000	\$11,750,000	\$11,750,000	\$11,750,000
Fund Balance Section												
Fund 01												
Beginning Fund Balance 01-467-XX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Fiscal Year Revenue - Levy		\$5,813,750	\$7,100,150	\$5,060,000	\$5,160,000	\$4,190,000	\$4,750,000	\$4,450,000	\$5,105,000	\$4,550,000	\$5,930,000	\$5,950,000
LTFM Fiscal Year Revenue - AID if Applicable		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Fiscal Year Revenue Other		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer OUT if applicable - Special Legislation		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Estimated Fiscal Year Expenditures		\$5,813,750	\$7,100,150	\$5,060,000	\$5,160,000	\$4,190,000	\$4,750,000	\$4,450,000	\$5,105,000	\$4,550,000	\$5,930,000	\$5,950,000
Ending Fiscal Year Fund Balance 01-467-XX		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund 06												
Beginning Fund Balance 06-467-XX		\$40,175,938	\$52,844,922	\$17,530,823	\$23,990,823	\$16,400,823	\$23,140,823	\$16,140,823	\$22,685,823	\$16,040,823	\$20,460,823	\$14,640,823
LTFM Fiscal Year Bonded Revenue		\$32,812,858	\$0	\$15,150,000	\$0	\$14,300,000	\$0	\$13,845,000	\$0	\$11,620,000	\$0	\$17,000,000
LTFM Fiscal Year Revenue Other		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Other Transfers		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Estimated Fiscal Year Expenditures		\$20,143,874	\$35,314,099	\$8,690,000	\$7,590,000	\$7,560,000	\$7,000,000	\$7,300,000	\$6,645,000	\$7,200,000	\$5,820,000	\$5,800,000
Ending Fiscal Year Fund Balance 06-467-XX		\$52,844,922	\$17,530,823	\$23,990,823	\$16,400,823	\$23,140,823	\$16,140,823	\$22,685,823	\$16,040,823	\$20,460,823	\$14,640,823	\$25,840,823

WBL AREA SCHOOLS 10 YR LTFM PLAN

Revised 6-24-2024

FY 2024 Pay Go			FY2024 BOND		
Door Replacement-Exterior	70,000	368	\$30 mill Bond remaining		
Door Replacement-Interior	70,000	369	ALC-IAQ and electrical upgrades (shown 2023)		
Flooring Replacement-(Oneka \$56K and +)	200,000	379	South IAQ and Electrical (start june 2024)		
Painting	140,000	379	Electrical upgrades	1,711,000	370
Profesional services and salaries	900,000	382	Plumbing Upgrades	2,890,000	381
Parking lot repairs	90,000	384	IAQ Upgrades	15,204,375	366
Concrete Replacement	180,000	384	Profesional services and fees	1,386,376	382
Lighting and electrical replacement	100,000	370			
Roofing Maintenance	140,000	383			
Lincoln Roof July-Aug	252,000	383			
ALC- window replace July-Aug	190,000	368			
Vadnais Roof replacement (June 2024)	200,000	383			
South classroom carpet	350,000	379			
Matoska-PA system replacement	75,000	369			
Boiler-inspection repairs	40,000	380			
HVAC- replacement and repairs	200,000	380			
ALC-reinsulate tunnel piping	70,123	380			
PA and Clock system replacements	150,000	369			
Plumbing replacement	130,000	381			
Health Safety	1,218,750				
	4,765,873			21,191,751	

FY2025 Pay Go			FY 2025 BOND		
Door Replacement-Exterior	70,000	368	South Project-continuation from 2024		
Door Replacement-Interior	70,000	369	Central-Electrical upgrade	288,700	370
Flooring Replacement (ALC, Oneka...)	170,000	379	Central-IAQ	14,783,000	366
Painting	90,000	379	Central- restroom renovation	1,000,000	381
Profesional services and salaries	1,200,000	382	Sunrise-Electrical Upgrades	1,010,000	370
Parking lot repairs	75,000	384	Sunrise-IAQ	17,060,000	366
North campus - roof section E / 400s	100,000	383	Sunrise-Plumbing	1,266,000	381
Concrete Replacement-various	25,000	384	Professional fees and services	2,400,549	382
Hugo Elem-front entry concrete replace	25,000	384			
ALC front replacment concrete replace	25,000	384			
South Campus concrete / theater (2)	50,000	384			
Lighting and electrical replacement	225,000	370			
Roofing Maintenance	120,000	383			
Vadnais roof replacement (July/Aug 24)	480,000	383			
HVAC Replacement and repairs	100,000	380			
Vadnais-Retaining wall replacement	50,000	384			
Lakeaires kitchen hood replacement	225,000	380			
Plumbing Replacement and repairs	90,000	381			
ALC window repair	386,000	368			
Health Safety	1,030,000				
	4,606,000			37,808,249	

FY 2026 Pay Go			FY 2026 BOND		
Door Replacement-Exterior	100,000	368	Divider Curtain	200,000	369
Door Replacement-Interior	80,000	369	Elevator Modernization (most sites)	800,000	369
Flooring replacement	100,000	379	Professional Services-bond projects	1,200,000	382
Districtwide painting	90,000	379	Sunrise-West parking lot	500,000	384
Professional services and salaries	1,200,000	382	South-Kitchen Hood Replacement-July 2025	300,000	380
Plumbing replacement and repair	90,000	381	South tennis courts (\$400,000)	400,000	384
Parking lot repairs	75,000	384	South Carpet-remaining rooms (\$350,000)	350,000	379
Concrete repairs/replacement	115,000	384	Central-old fitness room floor replace w rubber	150,000	379
Roofing Mtce	100,000	383	Birch boiler replacement	6,600,000	380
Electrical and lighting replacement	70,000	370			
North Campus roof section E / 400s	300,000	383			
HVAC Replacement and repair	100,000	380			
Health Safety	830,000				
	3,250,000			10,500,000	

FY 2027 Pay Go			FY 2027 BOND		
Door Replacement-Exterior	100,000	368			
Door Replacement-Interior	90,000	369	Central Boiler/HVAC Replacements TBD	8,000,000	380
Flooring replacement	125,000	379	Roof Replacements TBD		383
Districtwide painting	125,000	379	Parking lot replacement TBD		384
Profesional services and salaries	1,200,000	382	Window Replacement TBD		368
Parking lot repairs	90,000	384	Plumbing Replacement TBD		381
Concrete repairs/replacement	120,000	384	South Campus Turf TBD new in 2015	500,000	384
Roofing Mtce	130,000	383	Professional Services	500,000	382
South Campus Track	400,000	384			
HVAC Replacement and Repair	120,000	380			
Plumbing Replacement and Repair	110,000	381			
Electrical and Lighting Replacement	90,000	370			
Kitchen Hood Replacement	220,000	380			
Health Safety	830,000				
	3,750,000			9,000,000	

FY 2028 Pay Go			FY 2028 BOND		
Door Replacement-Exterior	70,000	368	Boiler Replacements TBD	3,000,000	380
Door Replacement-Interior	80,000	369	Roof Replacements TBD	2,000,000	383
Flooring Replacement	125,000	379	Parking lot replacement TBD	500,000	384
Districtwide Painting	90,000	379	Window replacement TBD	500,000	368
Professional Services and Salaries	1,200,000	382	Plumbing Replacement TBD	500,000	381
Parking lot repairs	90,000	384	Replace Original Casework-Various sites	1,000,000	379
Concrete repairs/replacement	60,000	384	Professional Services	500,000	382
Roofing Mtce	90,000	383			
HVAC Repair and Replacement	190,000	380			
Plumbing Repair and Replacement	150,000	381			
Hood Replacement x2	525,000	384			
Electrical and lighting	125,000	370			
PA and Clock upgradesx5	125,000	369			
Health Safety	830,000				
	3,750,000			8,000,000	

FY 2029 Pay Go			FY 2029 BOND		
Door Replacement-Exterior	75,000	368	Boiler/HVAC Replacement TBD	3,500,000	380
Door Replacement-Interior	90,000	369	Roof Replacements TBD	2,000,000	383
Flooring Replacement	100,000	379	Parking lot replacement	500,000	384
Districtwide Painting	90,000	379	Window Replacement TBD	500,000	368
Professional Services and Salaries	1,200,000	382	Plumbing Replacement TBD	1,000,000	381
Parking lot repairs	90,000	384	Professional Services	500,000	382
Concrete repairs/replacement	90,000	384			
Roofing Mtce	90,000	383			
Plumbing Repair and Replacement	120,000	381			
Tuck point (TBD)	725,000	368			
Electrical and lighting	100,000	370			
HVAC Repair/Replacement	150,000	380			
Health and Safety	830,000				
	3,750,000			8,000,000	

FY 2030 Pay Go			FY 2030 BOND		
Door Replacement-Exterior	100,000	368	Boiler/HVAC Replacement TBD	4,000,000	380
Door Replacement-Interior	90,000	369	Roof Replacements TBD	2,000,000	383
Flooring Replacement	150,000	379	Parking lot replacement TBD	500,000	384
Districtwide Painting	90,000	379	Window Replacement TBD	500,000	368
Professional Services and Salaries	1,200,000	382	Plumbing Replacement	500,000	381
Parking lot and playground asphalt repairs	150,000	384	Professional Services	500,000	382
Concrete repairs/replacement	90,000	384			
Roofing Mtce	130,000	383			
Tuck Point TBD	440,000	368			
Plumbing Repair and Replacement	130,000	381			
Electrical and Lighting	150,000	370			
HVAC Repair and Replacement	200,000	380			
Health Safety	830,000				
	3,750,000			8,000,000	

FY 2031 Pay Go			FY 2031 BOND		
Door Replacement-Exterior	100,000	368	Boiler/HVAC Replacement TBD	3,500,000	380
Door Replacement-Interior	135,000	369	Roof Replacement TBD	2,500,000	383
Flooring Replacement	190,000	379	Parking lot replacement TBD	500,000	384
Districtwide Painting	200,000	379	Window Replacement TBD	500,000	368
Professional Services and Salaries	1,200,000	382	Plumbing Replacement TBD	500,000	381
Parking lot repairs	90,000	384	Professional Services	500,000	382
Concrete repairs/replacement	200,000	384			
Roofing Mtce	130,000	383			
HVAC Repair and Replacement	200,000	380			
Plumbing Repair and Replacement	200,000	381			
Electrical and lighting	175,000	370			
Clock,Bell, PA System	100,000	369			
Health Safety	830,000				
	3,750,000			8,000,000	

FY 2032 Pay Go			FY 2032 BOND		
Door Replacement-Exterior	100,000	368	Boiler/HVAC Replacement TBD	3,500,000	380
Door Replacement-Interior	135,000	369	Roof Replacement TBD	2,500,000	383
Flooring Replacement	190,000	379	Parking Lot Replacement TBD	500,000	384
Districtwide Painting	200,000	379	Window Replacement TBD	500,000	368
Profesional Services and Salaries	1,200,000	382	Plumbing Replacement TBD	500,000	381
Parking lot repairs	90,000	384	Professional Services	500,000	382
Concrete Repairs/Replacement	200,000	384			
Roofing Maintenance	130,000	383			
HVAC Repair and Replacement	200,000	380			
Plumbing Repair and Replacement	200,000	381			
Electrical and Lighting	175,000	370			
Clock, Bell, PA System	100,000	369			
Health Safety	830,000				
	3,750,000			8,000,000	

FY 2033 Pay Go			FY 2033 BOND		
Door Replacement-Exterior	200,000	368	Boiler/HVAC Replacement TBD	3,500,000	380
Door Replacement-Interior	135,000	369	Roof Replacement TBD	2,500,000	383
Flooring Replacement	190,000	379	Parking Lot Replacement TBD	500,000	384
Districtwide Painting	200,000	379	Window Replacement TBD	500,000	368
Profesional Services and Salaries	1,200,000	382	Plumbing Replacement TBD	500,000	381
Parking Lot Repairs	90,000	384	Professional Services	500,000	382
Concrete Repairs and Replacement	200,000	384			
Roofing Maintenance	130,000	383			
HVAC Repair and Replacement	200,000	380			
Plumbing Repair and Replacement	200,000	381			
Electrical and Lighting	175,000	370			
Health/Safety	830,000				
	3,750,000			8,000,000	

FY 2034 Pay Go			FY 2034 BOND		
Door Replacement-Exterior	200,000	368	Boiler/HVAC Replacement TBD	2,500,000	380
Door Replacement-Interior	135,000	369	Roof Replacement TBD	2,500,000	383
Flooring Replacement	190,000	379	Parking Lot Replacement TBD	500,000	384
Districtwide Painting	200,000	379	Window Replacement TBD	500,000	368
Profesional Services and Salaries	1,200,000	382	Plumbing Replacement TBD	500,000	381
Parking Lot Repairs	90,000	384	Professional Services	500,000	382
Concrete Repairs and Replacement	200,000	384	Turf Replacement	1,000,000	384
Roofing Maintenance	130,000	383			
HVAC Repair and Replacement	200,000	380			
Plumbing Repair and Replacement	200,000	381			
Electrical and Lighting	175,000	370			
Health/Safety	830,000				
	3,750,000			8,000,000	

[illegible]

[illegible]

AGENDA ITEM: **Action on Designation of Identified Official
with Authority for the MDE External User
Access Recertification System**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The Minnesota Department of Education (MDE) requires that school districts annually designate an Identified Official with Authority (IOwA) to comply with MNIT Enterprise Identity and Access Management Standard which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The Identified Official with Authority assigns job duties and authorizes external user's access to MDE secure systems for their local education agency (LEA). The School Board authorizes Wayne Kazmierczak, Superintendent to act as the IOwA and Rachael Markuson to act as the IOwA to add and remove names only for White Bear Lake Area Schools, ISD 624.

RECOMMENDED ACTION:

Move to approve Wayne Kazmierczak, Superintendent, and Rachael Markuson, Executive Assistant to the Superintendent (to add and remove names only), as White Bear Lake Area Schools' Identified Officials with Authority as required by the Minnesota Department of Education.



Education Identity and Access Management Board Resolution

The Minnesota Department of Education (MDE), Professional Educator Licensing Standards Board (PELSB), and Office of Higher Education (OHE) require annual designation of an Identified Official with Authority (IOwA) for each local educational agency that uses the Education Identity and Access Management (EDIAM) system. The IOwA is responsible for authorizing, reviewing, and recertifying user access for their local educational agency in accordance with the State of Minnesota Enterprise Identity and Access Management Standard, which states that all user access rights to Minnesota state systems must be reviewed and recertified at least annually. The IOwA will authorize user access to State of Minnesota Education secure systems in accordance with the user's assigned job duties, and will revoke that user's access when it is no longer needed to perform their job duties.

Your school board or equivalent governing board must designate an IOwA to authorize user access to State of Minnesota Education secure websites for your organization. This EDIAM board resolution must be completed and submitted to the Minnesota Department of Education annually, as well as any time there is a change in the assignment of the Identified Official with Authority.

It is strongly recommended that only one person at the local educational agency or organization (the superintendent or director) is designated as the IOwA. The IOwA will grant the IOwA Proxy role(s).

Designation of the Identified Official with Authority for Education Identity and Access Management

Organization Name: White Bear Lake Area Schools, ISD No. 624

6-Digit or 9-Digit Organization Number (e.g. 1234-01 or 1234-01-000): 0624-01

The Director recommends the Board authorize the below named individual(s) to act as the Identified Official with Authority (IOwA) for this organization:

Print Name: Wayne Kazmierczak

Title: Superintendent

Board Member Signature:

Name: _____

Date: _____

Once the EDIAM Board Resolution is completed, scan and email it to: useraccess.mde@state.mn.us

AGENDA ITEM: **Action on Resolution Relating to Election of
School Board Members and Calling the School
District General Election**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON: **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

School Board approval of the Resolution Relating to Election of School Board Members and Calling the School District General Election is required at least eighty-four (84) days prior to the date of the general election on November 5, 2024. The attached resolution has been provided by Peter Martin of Kennedy & Graven, Chartered.

RECOMMENDED ACTION:

It is recommended to approve the Resolution Relating to Election of School Board Members and Calling the School District General Election as presented.

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

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, was held in the School District on Monday, July 8, 2024, at 5:30 p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO THE ELECTION OF SCHOOL BOARD
MEMBERS AND CALLING THE SCHOOL DISTRICT GENERAL
ELECTION**

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

1. It is necessary for the School District to hold its general election for the purpose of electing three (3) school board members for terms of four (4) years each. The Clerk shall include on the general election ballot the names of the individuals who file or have filed Affidavits of Candidacy during the period established for filing such Affidavits as though they had been included by name in this resolution. The Clerk shall not include on the ballot the names of individuals who file timely affidavits of withdrawal in the manner specified by law.
2. The general election is hereby called and directed to be held in conjunction with the State General Election on Tuesday, November 5, 2024.
3. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for this general election are those polling places and precincts or parts of precincts located within the boundaries of the School District and which have been established by the cities or towns located in whole or in part within the School District. The voting hours at those polling places shall be the same as those for the State General Election.

4. The Clerk is hereby authorized and directed to cause written notice of said general election to be provided to the County Auditor of each county in which the School District is located, in whole or in part, at least eighty-four (84) days before the date of said election. The notice shall specify the date of said election and the office or offices to be voted on at said general election. Any notice given prior to the adoption of this resolution is ratified and confirmed in all respects.

5. The Clerk is hereby authorized and directed to cause notice of said general election to be posted for public inspection at the administrative offices of the School District at least ten (10) days before the date of said election.

6. The Clerk is hereby authorized and directed to cause a sample ballot to be posted at the administrative offices of the School District at least four (4) days before the date of said election and to cause two sample ballots to be posted in polling places located within the School District on election day. The sample ballot shall not be printed on the same color paper as the official ballot. The sample ballot for a polling place must reflect the offices, candidates and rotation sequence on the ballots used in that polling place.

7. The Clerk is hereby authorized and directed to cause notice of said election to be published in the official newspaper of the School District, for two (2) consecutive weeks with the last publication being at least one (1) week before the date of the election. The notice of election so posted and published shall state the offices to be filled as set forth in the form of ballot below, and shall include information concerning each established precinct and polling place.

8. The Clerk is authorized and directed to acquire and distribute such election materials and to take such other actions as may be necessary for the proper conduct of this general election and generally to cooperate with state, city, township and county election authorities conducting the state general and other elections on that date. The Clerk and members of the administration are authorized and directed to take such actions as may be necessary to coordinate this election with those other elections, including entering into agreements or understandings with appropriate municipal and county officials regarding preparation and distribution of ballots, election administration and cost sharing.

9. The Clerk and members of the administration are further authorized and directed to cause ballots to be prepared for use at said election in substantially the following form, with such changes in form, color and instructions as may be necessary to accommodate an optical scan voting system or to comply with the form and content requirements of applicable state election laws:


[Form of Ballot on the Following Page]

General Election Ballot

Independent School District No. 624
(White Bear Lake Area Schools)

November 5, 2024

Instructions to Voters

To vote, completely fill in the oval(s) next to your choice(s) like this: .

School Board Member

Vote for Up to Three

☐

Name

☐

Name

☐

Name

☐

Name

☐

Name

☐

Name

☐

write-in, if any

☐

write-in, if any

☐

write-in, if any

10. Optical scan ballots must be printed in black ink on white material, except that marks to be read by the automatic tabulating equipment may be printed in another color ink. The name of the precinct and machine-readable identification must be printed on each ballot. Voting instructions must be printed at the top of the ballot on each side that includes ballot information. The instructions must include an illustration of the proper mark to be used to indicate a vote. Lines for initials of at least two election judges must be printed on one side of the ballot so that the judges' initials are visible when the ballots are enclosed in a secrecy sleeve.

11. The name of each candidate for office at each election shall be rotated with the names of the other candidates for the same office in the manner specified in Minnesota law.

12. If the School District will be contracting to print the ballots for this election, the Clerk is hereby authorized and directed to prepare instructions to the printer for layout of the ballot. Before a contract in excess of \$1,000 is awarded for printing ballots, the printer shall, if requested by the election official, furnish, in accordance with Minnesota Statutes, Section 204D.04, a sufficient bond, letter of credit, or certified check acceptable to the clerk in an amount not less than \$1,000 conditioned on printing the ballots in conformity with the Minnesota election law and the instructions delivered. The Clerk shall set the amount of the bond, letter of credit, or certified check in an amount equal to the value of the purchase.

13. The individuals designated as judges for the State General Election shall act as election judges for this general election at the various polling places and shall conduct said election in the manner described by law. The election judges shall act as clerks of election, count the ballots cast and submit them to the School Board for canvass in the manner provided for other school district elections. The general election must be canvassed between the third and the tenth day following the general election.

14. The School District Clerk shall make all Campaign Financial Reports required to be filed with the School District under Minnesota Statutes, Section 211A.02 available on the School District's website. The Clerk must post the report on the School District's website as soon as possible, but no later than thirty (30) days after the date of the receipt of the report. The School District must make a report available on the School District's website for four years from the date the report was posted to the website. The Clerk must also provide the Campaign Finance and Public Disclosure Board with a link to the section of the website where reports are made available.

The motion for the adoption of the foregoing resolution was duly seconded by _____ and upon vote being taken thereon the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
) ss.
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to the calling of the general election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such Clerk this _____ day of _____, 2024.

School District Clerk

AGENDA ITEM: **Action on Official Depositories for School District Funds and Authorized Bank Accounts and Signatures**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

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

<u>Account Name</u>	<u>Bank Name</u>	<u>Authorized Signers</u>
General Account	MSDLAF US Bank	*Board Chair *Board Clerk *Board Treasurer
Business Account	Bremer Bank	Wayne A. Kazmierczak Timothy Wald Andrea Johnson
Cafeteria Account	Bremer Bank	Wayne A. Kazmierczak Timothy Wald Andrea Johnson
Dist. Petty Cash Acct	Bremer Bank	Wayne A. Kazmierczak Timothy Wald Andrea Johnson
Central Petty Cash	Bremer Bank	Cathryn Peterson Timothy Wald Andrea Johnson

Mariner Petty Cash

Bremer Bank

Christina Pierre
Timothy Wald
Andrea Johnson

WBLAHS Petty Cash

Bremer Bank

Russell Reetz
Carrie Barth
Matthew Young
Timothy Wald

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

Electronic Transfers

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

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

RECOMMENDED ACTION:

Approve the list of official depositories for School District funds and authorized bank accounts and signatures for July 8, 2024 - January 13, 2025.

AGENDA ITEM: **Action on School Board Committee and School Liaison Assignments**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON: **Jessica Ellison, School Board Chair;**
Dr. Wayne Kazmierczak, Superintendent

BACKGROUND:

School Board members serve on a variety of committees and are assigned to district schools along with their School Board duties. Those assignments are updated periodically to ensure that School Board members gain a wide range of experiences and connections to all of our schools.

RECOMMENDED ACTION:

Approve the School Board Committee and School Liaison Assignments.

School	Arcand	Beloyed	Daniels	Ellison	Newmaster	Streiff-Oji	Thompson
Birch Lake				X			
Lakeaires		X					
Lincoln		X					
Matoska	X						
North Star						X	
Oneka		X					
Otter Lake					X		
Vadnais Heights				X			
Willow Lane							X
Central					X		
Mariner	X						
WBLAHS			X			X	
ECFE					X		
ALC							X
TEC			X				
Committee	Arcand	Beloyed	Daniels	Ellison	Newmaster	Streiff-Oji	Thompson
American Indian Parent Committee							X
Assoc. of Metropolitan School Districts					X		
BrightWorks				X			
Community Services Advisory			X		X		
Finance Advisory Committee		X		X			
Policy Committee						X	X
Ramsey County League of Local Governments	X						
Special Education Parent Advisory			X				
Systems Accountability	X	X					X
WBLAEF						X	
Other District Boards	Arcand	Beloyed	Daniels	Ellison	Newmaster	Streiff-Oji	Thompson
N.E. Metro District 916 Board			X				
MSHSL	X						

Approved at the _____ School Board Meeting.

AGENDA ITEM: **Policy 417, Chemical Use and Abuse**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 417, Chemical Use and Abuse, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June and is being recommended for a second reading. The changes recommended to this policy are in sections II, III, IV and V, and the legal and cross references.

The purpose of this policy is to assist the school district in its goal to prevent chemical use and abuse by providing procedures for education and intervention.

RECOMMENDED ACTION:

Approve School Board Policy 417, Chemical Use and Abuse, as recommended by the School Board Policy Committee and Cabinet.

Adopted: August 18, 1997
Revised: September 9, 2002
Revised: January 10, 2005
Revised: February 9, 2009
Revised: April 16, 2021

*White Bear Lake Area
School District #624 Policy 417*

Revised: June 9, 2014
Revised: _____

417 CHEMICAL USE AND ABUSE

I. PURPOSE

The School Board recognizes that chemical use and abuse constitutes a grave threat to the physical and mental well-being of students and employees and significantly impedes the learning process. Chemical use and abuse also creates significant problems for society in general. The School Board believes that the public school has a role in education, intervention, and prevention of chemical use and abuse. The purpose of this policy is to assist the school district in its goal to prevent chemical use and abuse by providing procedures for education and intervention.

II. GENERAL STATEMENT OF POLICY

- A. Use or possession of controlled substances, toxic substances, medical cannabis, ~~toxic substances~~, and alcohol before, during, or after school hours, at school or in any other school location, is prohibited in ~~the school setting in~~ accordance with school district policies with respect to a Drug-Free Workplace/Drug-Free School. ~~chemical-free workplace/chemical-free school.~~
- B. The ~~policy of this~~ school district shall develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievement. ~~to provide an instructional program in every elementary and secondary school in chemical abuse and the prevention of chemical dependency.~~
- C. Every ~~The school district~~ that participates in a school district chemical abuse program shall establish ~~and maintain in every school~~ a chemical abuse pre-assessment team. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses in the reported cases.
- ~~D. The Superintendent, with the advice of the School Board, shall be responsible for establishing a school and community advisory team to address chemical abuse problems in the district.~~
- DE. The school district shall establish ~~and maintain a~~ drug-free awareness program ~~to educate and assist for its~~ employees, ~~students and others in~~

~~understanding this policy and the goals of achieving chemical-free schools and workplaces.~~

III. DEFINITIONS

- A. "Chemical abuse," as applied to students, means use of any psychoactive or mood-altering chemical substance, without compelling medical reason, in a manner that induces mental, emotional, or physical impairment and causes socially dysfunctional or socially disordering behavior, to the extent that the minor's ~~student's~~ normal function in academic, school, or social activities is chronically impaired.
- B. "Controlled substances," as applied to the chemical abuse assessment of students, means a drug, substance, or immediate precursor in Schedules I through V of Minnesota Statutes, section 152.02 and "marijuana" as defined in Minnesota Statutes, section 152.01, subdivision 9 but not distilled spirits, wine, malt beverages, intoxicating liquors or tobacco. As otherwise defined in this policy, "controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code, section 812, including analogues and look-alike drugs.
~~"Chemicals" includes but is not limited to alcohol, toxic substances, medical cannabis, and controlled substances as defined in the school district's Drug-Free Workplace/Drug-Free School policy.~~
- C. "Drug prevention" means prevention, early intervention, rehabilitation referral, recovery support services, or education related to the illegal use of drugs, such as raising awareness about the consequences of drug use that are evidence based.
~~"Use" includes to sell, buy, manufacture, distribute, dispense, use, or be under the influence of alcohol and/or controlled substances, whether or not for the purpose of receiving remuneration.~~
- D. "Teacher" means all persons employed in a public school or education district or by a service cooperative as members of the instructional, supervisory, and support staff, including superintendents, principals, supervisors, secondary vocational and other classroom teachers, librarians, counselors, school psychologists, school nurses, school social workers, audio-visual directors and coordinators, recreation personnel, media generalists, media supervisors, and speech therapists.
~~"School location" includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off-school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time when an employee is supervising students on behalf of the school~~

~~district; or when an employee is otherwise engaged in school district business.~~

IV. STUDENTS

A. Districtwide School Discipline Policy

Procedures for detecting and addressing chemical abuse problems of a student while on school premises are included in the districtwide school student discipline policy.

BA. Programs and Activities ~~Instruction~~

1. The Every-school district shall develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievements. The programs and activities may include, among other programs and activities, drug prevention activities and programs that may be evidence-based, including programs to educate students against the use of alcohol, tobacco, marijuana, smokeless tobacco products, and electronic cigarettes. ~~in chemical abuse and the prevention of chemical dependency. The school district may involve parents/guardians, students, health care professionals, state department of education, staff, and members of the community in developing the curriculum.~~
2. As part of its drug-free programs, the school district may implement the drug abuse resistance education program (DARE) that enables peace officers to undergo training to teach a curriculum on drug abuse resistance in schools. ~~Every school shall have age appropriate, and developmentally based activities that include, but are not limited to, those that:~~
 - ~~a. address the consequences of violence and the illegal use of drugs;~~
 - ~~b. promote a sense of individual responsibility;~~
 - ~~c. teach students that most people do not use drugs illegally;~~
 - ~~d. teach students to recognize social and peer pressure to use drugs illegally and the skills for resisting illegal drug use;~~
 - ~~e. teach students about the dangers of newly emerging drugs;~~
 - ~~f. engage students in the learning process; and~~

- ~~g. incorporate activities in secondary schools that reinforce prevention activities implemented in elementary schools.~~
- ~~3. Each school may involve families, community sectors, and a variety of drug and violence prevention providers in establishment of clear expectations against violence and illegal use of drugs and appropriate consequences for such acts.~~
- ~~4. Each school may disseminate chemical and violence prevention information within the school and to the community.~~
- ~~5. Each school may have professional development and training for, and involvement of, school personnel, student services personnel, parents/guardian, and interested community members in prevention, education, early identification and intervention, mentoring, and rehabilitation referral to professional resources as related to chemical and violence prevention.~~
- ~~6. Each school may have chemical and violence prevention activities that may include the following:~~
 - ~~a. Community wide planning and organizing activities to reduce violence and illegal chemical use, which may include gang activity prevention.~~
 - ~~b. The hiring and mandatory research-based training of school security personnel who interact with students in support of the school-based and youth-focused chemical and violence prevention activities included in this policy.~~
 - ~~c. Conflict resolution programs, including peer mediation programs that educate and train peer mediators and provide a designated faculty supervisor, and youth anti-crime and anti-drug councils and activities.~~
 - ~~d. Counseling, mentoring, referral services, and other student assistance practices and programs, including assistance provided by qualified school-based mental health services providers.~~
 - ~~e. Programs that encourage students to seek advice from, and to confide in, a trusted adult regarding concerns about violence and illegal chemical use.~~

CB. Reports of **Chemical Use, Possession, or Transfer of Alcohol or a Controlled Substance** ~~and Abuse~~

- 1. **A teacher in a nonpublic school participating in a school district chemical use program or a public school teacher who knows or has**

reason to believe that a student is using, possessing, or transferring alcohol or a controlled substance while on the school premises or involved in school-related activities, shall immediately notify the school's chemical abuse preassessment team, or staff member assigned duties similar to those of such a team, of this information.

~~In the event that a school district employee knows that a student is abusing, possessing, transferring, distributing, or selling chemicals in a school location:~~

- ~~a. The employee shall immediately either take the student to an administrator or notify an appropriate administrator of the observation and continue to observe the student until the administrator arrives.~~
- ~~b. The administrator will notify the student's parents/guardians. If there is a medical emergency, the administrator will notify the school nurse and/or outside medical personnel as appropriate.~~
- ~~c. The administrator will notify law enforcement officials, the student's counselor, and the chemical pre-assessment team.~~
- ~~d. The administrator and/or law enforcement officials will confiscate the chemicals and/or conduct a search of the student's person, effects, locker, vehicle, or areas within the student's control. Searches by school district officials shall be in accordance with School Board policies regarding search and seizure.~~
- ~~e. The school district will take appropriate disciplinary action in compliance with the student discipline code. Such discipline may include immediate suspension, and if warranted, initiation of expulsion proceedings. Students may also be referred to a detoxification center or medical center.~~

~~2. If a school district employee has reason to believe that a student is abusing, possessing, transferring distributing or selling chemicals:~~

- ~~a. The employee shall notify the building administrator or a member of the pre-assessment team and shall describe the basis for the suspicion. The building administrator and/or team will determine what action should be taken. Action may include conducting an investigation, gathering data, scheduling a conference with the student or parents/guardians, or providing a meeting between members of the team and the student to discuss the~~

~~behaviors that have been reported and attempting to ascertain facts regarding chemical abuse.~~

~~b. The team may determine there is no chemical abuse. If the team determines there is chemical abuse, the team will select an appropriate course of action, which may include referral to a school counselor; sharing of resources for screening, assessment, and treatment planning; participation in support groups; or other appropriate measures.~~

23. Students involved in the abuse, possession, transfer, distribution, or sale of chemicals ~~may~~ shall be suspended ~~and proposed for expulsion~~ in compliance with the student discipline policy and the Pupil Fair Dismissal Act, Minnesota Statutes, section 121A.40-121A.56, ~~and proposed for expulsion.~~

34. Searches by school district officials in connection with the use ~~abuse~~, possession, ~~or~~ transfer, ~~distribution, or sale~~ of alcohol or a controlled substance ~~chemicals~~ will be conducted in accordance with School Board policies related to search and seizure.

4. Nothing in paragraph IV.B.1. prevents a teacher or any other school employee from reporting to a law enforcement agency any violation of law occurring on school premises or at school-sponsored events.

DC. Pre-assessment Team

1. Every school that participates in a school district chemical abuse program shall establish ~~may have~~ a chemical abuse pre-assessment team designated by the Superintendent or designee. The team must ~~will~~ be composed of classroom teachers, administrators, and to the extent they exist in the school, school nurse, school counselor or psychologist, social worker, chemical abuse specialist, and other appropriate professional staff ~~to the extent they exist in each school, such as the school nurse, school counselor or psychologist, social worker, chemical abuse specialist, or others.~~ For schools that do not have a chemical abuse program and team, the Superintendent or designee will assign these duties to a designated school district employee.
2. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses in the individual reported cases.
3. Within forty-five (45) days after receiving an individual reported case, the team shall make a determination whether to provide the student and, in the case of a minor, the student's

parents/guardians with information about school and community services in connection with chemical abuse.

ED. Data Practices

1. Student data may be disclosed without consent in health and safety emergencies pursuant to Minnesota Statutes, section Minn. Stat. § 13.32 and applicable federal law and regulations.
2. Destruction of Records
 - a. If the pre-assessment team decides not to provide a student and, in the case of a minor, the student's parents/guardians with information about school or community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the determination is made.
 - b. If the team decides to provide the student and, in the case of a minor or a dependent student, the student's parents/guardians with ~~such~~ information about school or community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the student is no longer enrolled in the district.
 - c. ~~This section shall govern d~~ Destruction of records identifying individual students shall be governed by paragraph IV.E.2. notwithstanding ~~provisions of the Records Management Act, Minnesota Statutes, section Minn. Stat. § 138.163 (Preservation and Disposal of Public Records).~~

EE. Consent

Any minor may give effective consent for medical, mental, and other health services to determine the presence of or to treat conditions associated with chemical abuse, and the consent of no other person is required.

~~F. School and Community Advisory Team~~

- ~~1. The Superintendent, with the advice of the School Board, shall establish a school and community advisory team to address chemical abuse problems. The advisory team may be composed of representatives from the school pre-assessment teams to the extent possible, law enforcement agencies, county attorney's office, social service agencies, chemical abuse treatment programs, parents/guardians, and the business community.~~

~~2. The advisory team shall:~~

- ~~a. build awareness of the problem within the community; identify available treatment and counseling programs for students and develop good working relationships and enhance communication between the schools and other community agencies; and~~
- ~~b. develop a written procedure clarifying the notification process to be used by the chemical abuse pre-assessment team when a student is believed to be in possession of or under the influence of alcohol or a controlled substance. The procedure must include contact with the student and the student's parents/guardians in the case of a minor student.~~

V. EMPLOYEES

- A. The school district shall establish ~~Superintendent or designee may undertake and maintain a~~ drug-free ~~chemical-free awareness and prevention~~ program to inform employees, ~~and others~~ about:
 - 1. The dangers ~~and health risks of chemical~~ of drug abuse in the workplace ~~/school~~.
 - 2. The school district's ~~chemical-free workplace/chemical free school~~ policy of maintaining a drug-free workplace.
 - 3. ~~Any a~~ Available drug ~~chemical or alcohol~~ counseling, ~~treatment, rehabilitation, re-entry, and/or~~ employee assistance programs ~~available to employees and/or students~~.
 - 4. The penalties that may be imposed on employees for chemical abuse violations.
- B. The school district ~~Superintendent or designee~~ shall notify a ~~any~~ federal granting agency required to be notified under the Drug-Free Workplace Act within ten (10) days after receiving notice from the employee or otherwise receiving actual notice of ~~a~~ any criminal drug statute conviction ~~of an employee for a criminal drug statute violation~~ occurring in the workplace. ~~To facilitate the giving of such notice, any employee aware of such a conviction shall report the same to the Superintendent.~~

Legal References: Minn. Stat. § 13.32 (Educational Data)
Minn. Stat. §121A.25 - 121A.29 (Chemical Abuse)
Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)

Minn. Stat. § 124D.695 (Approved Recovery Program Funding)
 Minn. Stat. § 126C.44 (Safe Schools Levy)
 Minn. Stat. § 138.163 (Preservation and Disposal of Public Records
~~Records Management Act~~)
 Minn. Stat. § 144.343 (Pregnancy, Venereal Disease, Alcohol or
 Drug Abuse, Abortion)
 Minn. Stat. § 152.01 (Definitions)
 Minn. Stat. § 152.02 (Schedules of Controlled Substances;
 Administration of Chapter)
 Minn. Stat. § 152.22 (~~Medical Cannabis~~; Definitions; Medical
Cannabis)
 Minn. Stat. § 152.23 (~~Medical Cannabis~~; Limitations; Medical
Cannabis)
 Minn. Stat. § 299A.33 (DARE Program)
 Minn. Stat. § 466.07, subd. 1 (Indemnification Required)
 Minn. Stat. § 609.101, subd. 3(e) (Controlled Substance Offenses;
 Minimum Fines)
 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
 20 U.S.C. §§ 7101-7122 (Student Support and Academic
Enrichment Grants ~~Safe and Drug-Free Schools and Communities~~
~~Act~~)
 20 U.S.C. § 5812 (National Education Goals)
 20 U.S.C. § 7175 (Local Activities)
 41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)
 34 C.F.R. Part 84 (Government-~~w~~Wide Requirements for Drug-Free
 Workplace)

Cross Reference: WBLASB Policy 403 (Discipline, Suspension and Dismissal of School
 District Employees)
 WBLASB Policy 416 (Drug and Alcohol Testing)
 WBLASB Policy 418 (Drug-Free and Alcohol-Free Workplace/
Drug-Free and Alcohol-Free School)
WBLASB Policy 419 (Tobacco-Free Environment: Possession and
Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery
Devices; Vaping Awareness and Prevention Instructions)
 WBLASB Policy 502 (Search of Student Lockers, Desks, Personal
 Possessions, and Student's Person)
 WBLASB Policy 506 (Student Discipline)
 WBLASB Policy 515 (Protection and Privacy of Student ~~Pupil~~
 Records)
 WBLASB Policy 527 (Student Use and Parking of Motor Vehicles;
Patrols, Use; Parking; Inspections and Searches)

AGENDA ITEM: **Policy 506, Student Discipline**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 506, Student Discipline, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June and is being recommended for a second reading. The changes recommended to this policy are in sections I, II, V, VII, VIII, IX, X, XI, XII, XIII, XIV, XV, XVI, XVIII, XIX and XX, and the legal references.

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

RECOMMENDED ACTION:

Approve School Board Policy 506, Student Discipline, as recommended by the School Board Policy Committee and Cabinet.

Adopted: August 26, 1996
Revised: August 18, 1997
Revised: September 9, 2002
Revised: January 10, 2005
Revised: March 9, 2009
Revised: March 28, 2010
Revised: June 8, 2015
Revised: October 10, 2022
Revised: January 8, 2024

*White Bear Lake Area
School District #624 Policy 506*

Revised: June 13, 2016
Revised: April 10, 2017
Revised: October 8, 2018
Revised: July 15, 2019
Revised: September 11, 2023
Revised: _____

506 STUDENT DISCIPLINE POLICY

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

The School Board recognizes that social-emotional learning and growth are essential components of the educational process. The School Board further recognizes that providing this learning has a direct impact on student behavior and overall success. The school district will support students in continually learning social-emotional skills and understanding school expectations.

All students are entitled to learn and develop in a setting which promotes respect of self, others, and property. Learning best takes place when students feel safe and connected in their environment, which provides options and stresses student self-direction, decision-making, and responsibility. When students act in a manner inconsistent with school policies, the school district needs to assist the student in repairing the harm caused and engaging in relearning practices.

The school district recognizes that despite efforts to build a safe, welcoming, and inclusive climate for all students, there will be times when the policies will be broken, resulting in harm to the learning community. When harm is caused, rebuilding of the community is essential, and student actions may result in a variety of interventions. The position of the school district is that a fair and equitable district-wide student discipline policy will contribute to the quality of the student's educational experience. This discipline policy is adopted in accordance with and subject to the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40-121A.56.

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

III. DEFINITIONS

- A. "Nonexclusionary disciplinary policies and practices" means policies and practices that are alternatives to dismissing a pupil from school, including but not limited to evidence-based positive behavior interventions and supports, social and emotional services, school-linked mental health services, counseling services, social work services, academic screening for Title 1 services or reading interventions, and alternative education services. Nonexclusionary disciplinary policies and practices include but are not limited to the policies and practices under Minnesota Statutes, sections 120B.12; 121A.575, clauses (1) and (2); 121A.031, subdivision 4, paragraph (a), clause (1); 121A.61, subdivision 3, paragraph (r); and 122A.627, clause (3).
- B. "Pupil withdrawal agreement" means a verbal or written agreement between a school administrator or district administrator and a pupil's parent to withdraw a student from the school district to avoid expulsion or exclusion dismissal proceedings. The duration of the withdrawal agreement cannot be for more than a 12-month period.

IV. POLICY

- A. The School Board must establish uniform criteria for dismissal and adopt written policies and rules to effectuate the purposes of the Minnesota Pupil Fair Dismissal Act. The policies must include nonexclusionary disciplinary policies and practices consistent with Minnesota Statutes, section 121A.41, subdivision 12, and must emphasize preventing dismissals through early detection of problems. The policies must be designed to address students' inappropriate behavior from recurring.
- B. The policies must recognize the continuing responsibility of the school for the education of the pupil during the dismissal period.
- C. The school is responsible for ensuring that alternative educational services, if the pupil wishes to take advantage of them, must be adequate to allow the pupil to make progress toward meeting the graduation standards adopted under Minnesota Statutes, section 120B.02

and help prepare the pupil for readmission in accordance with section Minnesota Statutes, section 121A.46, subdivision 5.

- D. For expulsion and exclusion dismissals and pupil withdrawal agreements as defined in Minnesota Statutes, section 121A.41, subdivision 13:
 - 1. for a pupil who remains enrolled in the school district or is awaiting enrollment in a new district, the school district's continuing responsibility includes reviewing the pupil's schoolwork and grades on a quarterly basis to ensure the pupil is on track for readmission with the pupil's peers. The school district must communicate on a regular basis with the pupil's parent or guardian to ensure that the pupil is completing the work assigned through the alternative educational services as defined in Minnesota Statutes, section 121A.41, subdivision 11. These services are required until the pupil enrolls in another school or returns to the same school;
 - 2. a pupil receiving school-based or school-linked mental health services in the school district under Minnesota Statutes, section 245.4889 continues to be eligible for those services until the pupil is enrolled in a new district; and
 - 3. the school district must provide to the pupil's parent or guardian information on accessing mental health services, including any free or sliding fee providers in the community. The information must also be posted on the school district website.

V. AREAS OF RESPONSIBILITY

- A. School Board: The School Board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of this discipline policy.
- B. Superintendent: The Superintendent shall establish guidelines and directives to carry out this policy, hold all school personnel, students, and parents/guardians responsible for following this policy, and support all school personnel in performing their duties within the framework of this policy. The Superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents/guardians in upholding this policy. Any guidelines or directives established to implement this policy shall be attached as an addendum to this policy.
- C. Building Administrator: The building administrator is given the responsibility and authority to formulate building rules and regulations

necessary to uphold this policy. The building administrator is responsible for ensuring staff understand this policy as well as ensuring that all students are taught this policy and other relevant policies. The building administrator shall give direction and support to all school personnel performing their duties within the framework of this policy. The building administrator shall consult with parents/guardians of students conducting themselves in a manner contrary to the policy. The building administrator shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents/guardians. A building administrator, in exercising their lawful authority, may use reasonable force only when it is necessary under the circumstances to correct or restrain a student to prevent ~~imminent~~ bodily harm or death to the student or another. A building administrator shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

- D. Teachers: It is recognized that teachers have a direct impact on the culture and climate of their classroom and the school environment as a whole. Teachers are responsible for providing a well-planned teaching/learning environment focused on student needs, teaching and reteaching both academic and social/emotional skills. Teaching student expectations, with appropriate assistance from the administration, is a primary task for teachers. When school rules are not followed, teachers must support students relearning of school rules and assist in repairing any harm caused within the community as prescribed by district or individual school/site procedures. A teacher, in ~~in-exercising their the teacher's~~ lawful authority, ~~a teacher~~ may use reasonable force only when it is necessary under the circumstances to correct or restrain a student to prevent ~~imminent~~ bodily harm or death to the student or another. A teacher shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.
- E. Other School District Personnel: All school district personnel are responsible for contributing to the culture and climate of the school district. All district personnel support efforts to establish a safe, welcoming, and inclusive school environment by following district procedures when responding to situations in which school rules are not followed. All staff support students relearning of school rules and assist in repairing any harm caused within the community. School district personnel should only act in ways authorized and directed by the Superintendent. A school employee, school bus driver, or other agent of

a school district, in exercising their lawful authority, may only use reasonable force when it is necessary under the circumstances to restrain a student to prevent ~~imminent~~ bodily harm or death to the student or another. A school employee, which does not include a school resource officer, shall not use prone restraint and shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.

- F. Parents and Legal Guardians: Parents/guardians shall be held responsible for the actions of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the actions of their children.
- G. Students: All students shall be held individually responsible for their actions and for knowing and following the Code of Student Conduct and this policy.
- H. Community Members: Members of the community are expected to contribute to the establishment of an atmosphere in which rights and duties are effectively acknowledged and fulfilled.
- I. Reasonable Force Reports
 - 1. The school district must report data on its use of any reasonable force used on a student with a disability to correct or restrain the student to prevent ~~imminent~~ bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c), as outlined in section 125A.0942, subdivision 3, paragraph (b).
 - 2. Beginning with the 2024-2025 school year, the school district must report annually by July 15, in a form and manner determined by the MDE Commissioner, data from the prior school year about any reasonable force used on a general education student to correct or restrain the student to prevent ~~imminent~~ bodily harm or death to the student or another that is consistent with the definition of physical holding under Minnesota Statutes, section 125A.0941, paragraph (c).
 - 3. Any reasonable force used under Minnesota Statutes, sections 121A.582; 609.06, subdivision 1; and 609.379 which intends to hold a child immobile or limit a child's movement where body contact is the only source of physical restraint or confines a child alone in a room from which egress is barred shall be reported to

the Minnesota Department of Education as a restrictive procedure, including physical holding or seclusion used by an unauthorized or untrained staff person.

VI. STUDENT RIGHTS

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

VII. STUDENT RESPONSIBILITIES

All students have the responsibility:

- A. To assist in building a school culture and climate where all students are supported, valued, respected, and safe;
- B. When rules are not followed, students are to support and engage in repairing any harm caused to others, the community, or the environment;
- C. For their actions and for learning and following all school rules, regulations, policies, and procedures;
- D. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- E. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- F. To make necessary arrangements for making up work when absent from school;
- G. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;
- H. To be aware of and follow federal, state, and local laws;
- I. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- J. To respect and maintain the school's property and the property of others;
- K. To dress and groom in a manner which meets standards of safety and health;

- L. To avoid inaccuracies in student newspapers, school-sponsored social media accounts, shared virtual spaces, or publications and refrain from indecent or obscene language; and
- M. To recognize and respect the rights of others.

VIII. CODE OF STUDENT CONDUCT

- A. The following are examples of unacceptable actions subject to intervention by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be responded to and supported in repairing and restoring harm caused in accordance with this policy. This policy applies to all school buildings, school grounds, and school property or property immediately adjacent to school grounds; school-sponsored activities or trips; school bus stops; school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes; the area of entrance or departure from school premises or events; and all school-related functions, school-sponsored activities, events, trips, virtual learning spaces, and school-sponsored social media platforms. School district property also may mean a student's walking route to and from school for purposes of attending school or school-related functions, activities, or events. While the school district will provide interventions when students do not follow school rules and policies in this policy and others alike in these locations, settings, and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose actions at any time or in any place, including online, interfere with or obstruct the mission or operations of the school district or the safety or welfare of the student, other students, or employees.
 - 1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism;
 - 2. The use of profanity or obscene language or materials, or the possession of obscene materials;
 - 3. Gambling, including, but not limited to, playing a game of chance for stakes;
 - 4. Violation of the school district's Hazing Prohibition Policy;
 - 5. Violation of the school district's Student Attendance Policy;
 - 6. Opposition to authority using physical force or violence;

7. Using, possessing, or distributing tobacco, tobacco-related devices, electronic cigarettes, or tobacco paraphernalia in violation of the school district's Tobacco-Free Environment: Possession and Use of Tobacco, Tobacco-Related Devices and Electronic Devices; Vaping Awareness and Prevention Instructions Policy;
8. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances;
9. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances (except as prescribed by a physician), or look-alike substances (these prohibitions include medical marijuana or medical cannabis, even when prescribed by a physician, and one student sharing prescription medication with another student);
10. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property, including, but not limited to, drug paraphernalia;
11. Using, possessing, or distributing weapons, or look-alike weapons, or other dangerous objects;
12. Violation of the school district's Weapons Policy;
13. Violation of the school district's Violence Prevention Policy;
14. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
15. Possession, use, or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function as an explosive;
16. Possession, use, or distribution of fireworks or any substance or combination of substances or articles prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration, or detonation;
17. Using an ignition device, including a butane or disposable lighter or matches, inside an educational building and under circumstances where there is a risk of fire, except where the device is used in a manner authorized by the school;

18. Violation of any local, state, or federal law as appropriate;
19. Acts disruptive of the educational process, including, but not limited to, verbal and physical assault, disruptions in the classroom leading to interruptions in teaching and learning, cheating, failure to identify oneself, improper activation of fire alarms, or bomb threats;
20. Violation of the school district's Electronic Technologies Acceptable Use Policy;
21. Violation of school bus or transportation rules or the school district's Student Transportation Safety Policy;
22. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
23. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
24. Violation of the school district's Search of Student Lockers, Desks, Personal Possessions, and Student's Person Policy;
25. Violation of the school district's Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches Policy;
26. Possession or distribution of slanderous, libelous, or pornographic materials;
27. Violation of the school district's Bullying Prevention Policy;
28. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing that bears a message that is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group;
29. Criminal activity;
30. Falsification of any records, documents, notes, or signatures;
31. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;

32. Scholastic dishonesty, which includes, but is not limited to, cheating on a school assignment or test, plagiarism, or collusion, including the use of picture phones or other technology to accomplish this end;
33. Impertinent or disrespectful words, symbols, acronyms, or language, whether oral or written, related to teachers or other school district personnel;
34. Violation of the school district's Harassment and Violence Policy;
35. Actions, including fighting or any other assaultive actions, which causes or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
36. Committing an act which inflicts great bodily harm upon another person, even though accidental or a result of poor judgment;
37. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
38. Verbal assaults or verbally abusive actions including, but not limited to, use of words, symbols, acronyms, or language, whether oral or written, that are discriminatory, abusive, obscene, threatening, intimidating, degrading to other people, or threatening to school property;
39. Physical or verbal threats including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;
40. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin, or sexual orientation;
41. Violation of the school district's Distribution of Non-School-Sponsored Materials on School Premises by Students and Employees Policy;
42. Violation of the school district's one-to-one device rules and regulations;

43. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
44. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel, or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstruct the mission or operations of the school district or the safety or welfare of students or employees.

IX. RECESS AND OTHER BREAKS

- A. "Recess detention" means excluding or excessively delaying a student from participating in a scheduled recess period as a consequence for student behavior. Recess detention does not include, among other things, providing alternative recess at the student's choice.
- B. The school district is encouraged to ensure student access to structured breaks from the demands of school and to support teachers, principals, and other school staff in their efforts to use evidence-based approaches to reduce exclusionary forms of discipline.
- C. The school district must not use recess detention unless:
 1. a student causes or is likely to cause serious physical harm to other students or staff;
 2. the student's parent or guardian specifically consents to the use of recess detention; or
 3. for students receiving special education services, the student's individualized education program team has determined that withholding recess is appropriate based on the individualized needs of the student.
- D. The school district must not withhold recess from a student based on incomplete schoolwork.
- E. The school district must require school staff to make a reasonable attempt to notify a parent or guardian within 24 hours of using recess detention.

- F. The school district must compile information on each recess detention at the end of each school year, including the student's age, grade, gender, race or ethnicity, and special education status. This information must be available to the public upon request. The school district is encouraged to use the data in professional development, promoting the use of nonexclusionary discipline.
- G. The school district must not withhold or excessively delay a student's participation in scheduled mealtimes. This section does not alter a district or school's existing responsibilities under Minnesota Statutes, section, 124D.111 or other state or federal law.

X. DISCIPLINARY ACTION OPTIONS

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

- A. Teaching and/or reteaching of school policies and expectations;
- B. Engaging with the students in social-emotional learning through tiered levels of support based on student needs;
- C. Engaging in restorative conversation with students and others involved, which may include staff members. Restorative practices in classrooms or with a targeted group of students are appropriate when others involved consent to participating;
- D. Student conference with the teacher, building administrator, counselor, or other school district personnel, to discuss with the student the cause of the student's actions and alternative actions the student could take in the future when faced with a similar situation. In addition, the staff member facilitating this discussion will determine with the student what supports the student may need in order to be able to engage in those alternative actions in the future. This conversation may also include a review of the Code of Student Conduct and potential responses to future actions;

- E. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing; prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or things will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation;
- F. Parent/guardian contact;
- G. Parent/guardian conference;
- H. Removal from class;
- I. In-school suspension;
- J. Suspension from extracurricular activities;
- K. Detention or restriction of privileges;
- L. Loss of school privileges;
- M. In-school monitoring or revised class schedule;
- N. Referral to in-school support services;
- O. Referral to community resources or outside agency services;
- P. Financial restitution;
- Q. Referral to police, other law enforcement agencies, or other appropriate authorities;
- R. Out-of-school suspension under The Pupil Fair Dismissal Act;
- S. Preparation of an admission or readmission plan;
- T. Expulsion under The Pupil Fair Dismissal Act;
- U. Exclusion under The Pupil Fair Dismissal Act; and/or
- V. Other responses as deemed appropriate by the school district.

XI. REMOVAL OF STUDENTS FROM CLASS

- A. Teachers have the responsibility of teaching school expectations to students, while also maintaining a safe, welcoming, and inclusive learning environment for all students. When incidents occur that disrupt the environment, it is the responsibility of the teacher to attempt to

redirect actions and restore relationships in the environment within the guidelines established by the school district or school. Teachers may accomplish this by engaging in coaching and listening conversations with the student, using positive reinforcement, providing alternatives in learning practices or the environment to meet students needs, consulting with a student support team or other resources when interfering actions persist, or contacting the student's parents/guardians when ongoing needs arise. The teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. "Removal from class" and "removal" mean any actions taken by a teacher, building administrator, or other school district employee to prohibit a student from attending a class or activity for a period of time not to exceed five (5) days, pursuant to this discipline policy.

- B. Grounds for removal from class shall include any of the following:
1. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;
 2. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
 3. Willful violation of any school rules, regulations, policies, or procedures, including the Code of Student Conduct in this policy; or
 4. Other conduct, which, at the discretion of the teacher or administration, requires removal of the student from class.

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

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

- C. Removal from class is the short-term exclusion of a student from class during which the school retains custody of the student. Students violating the Code of Student Conduct may be removed from class at the discretion of the classroom teacher for the duration of the class or activity period. If the student is to be removed for additional time, the

duration and the conditions for return to class will be determined at a conference between the principal/designee and the teacher. The principal/designee will have the responsibility, if necessary, to consult with the student's case manager. Students removed from class shall be the responsibility of the principal or designee. The principal or designee shall inform the student and the student's parent/guardian of the condition for returning to class.

- D. If a student is frequently removed from class for recurring behaviors, the school district shall notify the parent/guardian and make reasonable attempts to convene a meeting with the student's parent/guardian to discuss the problem that is causing the student to be removed from class.

XII. DISMISSAL

- A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include removal from class.

The school district shall not deny due process of equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion, or expulsion.

The school district shall not dismiss any student without attempting to use nonexclusionary disciplinary policies and procedures before dismissal proceedings or pupil withdrawal agreements, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.

The use of exclusionary practices for early learners, as defined in Minnesota Statutes, section 121A.425, is prohibited. The use of exclusionary practices to address attendance and truancy issues is prohibited.

- B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion and/or exclusion. A student may be dismissed on any of the following grounds:
 - 1. Willful violation of any reasonable School Board regulation, including those found in this policy;
 - 2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school-sponsored extracurricular activities; or
 - 3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.

C. Disciplinary Dismissals Prohibited

1. A pupil enrolled in the following is not subject to dismissals under the Pupil Fair Dismissal Act:
 - a. a preschool or prekindergarten program, including an early childhood family education, school readiness, school readiness plus, voluntary prekindergarten, Head Start, or other school-based preschool or prekindergarten program; or
 - b. kindergarten through Grade 3.
2. This section does not apply to a dismissal from school for less than one school day, except as provided under Minnesota Statutes, chapter 125A, and federal law for a student receiving special education services.
3. Notwithstanding this section, expulsions and exclusions may be used only after resources outlined under Nonexclusionary discipline have been exhausted, and only in circumstances where there is an ongoing serious safety threat to the child or others.

D. Suspension Procedures

1. "Suspension" means an action taken by the school administration prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the Superintendent or designee with a reason for the longer term of suspension. This definition does not apply to dismissal for less than one school day, except as may be provided in federal law for a student with a disability.
2. School administration must allow a suspended pupil the opportunity to complete all school work assigned during the period of the pupil's suspension and to receive full credit for satisfactorily completing the assignments. The school principal or other person having administrative control of the school building or program is encouraged to designate a district or school employee as a liaison to work with the pupil's teachers to allow the suspended pupil to (1) receive timely course materials and other information, and (2) complete daily and weekly assignments and receive teachers' feedback.

3. If a student's total days of removal from school exceeds ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent/guardian before subsequently removing the student from school and, with the permission of the parent/guardian, arrange for a mental health screening for the student at the parent/guardian expense. The purpose of this meeting is to attempt to determine the student's need for assessment or other services or whether the parent/guardian should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
4. The definition of suspension under Minnesota Statutes, section 121A.41, subdivision 10, does not apply to a student's dismissal from school for less than one day, except as provided under federal law for a student with a disability. Each suspension action shall include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission, which must not be used to extend the current suspension. A readmission plan must not obligate a parent/guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent/guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.
5. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine the extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress towards meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10)

days after the sixth (6th) consecutive day of suspension or the tenth (10th) cumulative day of suspension has elapsed.

6. Alternative education services must be provided to a pupil who is suspended for more than five (5) consecutive school days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minnesota Statutes, section 123A.05 selected to allow the student to progress toward meeting graduation standards under Minnesota Statutes, section 120B.02, although in a different setting.
7. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.
8. The school district recognizes that exclusionary practices impact student's achievement and learning. Therefore, after the school administration notifies a student of the grounds for suspension, the school administration may provide alternative options when possible.
9. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40 - 121A.56, shall be personally served upon the student at or before the time of suspension is to take effect, and upon the student's parent/guardian by mail within forty-eight (48) hours of the conference.
10. The school administration shall make reasonable efforts to notify the student's parent/guardian of the suspension by telephone as soon as possible following suspension.

11. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent/guardian within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.
12. Notwithstanding the foregoing provisions, the student may be suspended pending the School Board's decision in an expulsion or exclusion proceeding, provided that alternative educational services are implemented to the extent that suspension exceeds five (5) consecutive school days.

E. Expulsion and Exclusion Procedures

1. "Expulsion" means a School Board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the School Board.
2. "Exclusion" means an action taken by the School Board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the School Board.
3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40 - 121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent/guardian.
5. The student and parent/guardian shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and their parent/guardian personally or by mail, and shall contain: a complete statement of the facts; a list of the witnesses, and a description of their testimony; state the date, time, and place of the hearing; be accompanied by a copy of the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, sections 121A.40 - 121A.56; describe the nonexclusionary disciplinary practices accorded the student in an attempt to avoid the expulsion proceedings; and informing the student and parent/guardian of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district

must advise the student's parent/guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department of Education (MDE) and is posted on its website.

6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, or parent/guardian.
7. All hearings shall be held at a time and place reasonably convenient to the student and the parent/guardian and shall be closed, unless the student or the parent/guardian requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing, including legal counsel, at the student's sole expense. The school district shall advise the student's parent/guardian that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The School Board may appoint an attorney to represent the school district in any proceedings.
10. If the student designates a representative other than the parent/guardian, the representative must have a written authorization from the student and the parent/guardian providing them with access to and/or copies of the student's records.
11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath, and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent/guardian, or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent/guardian, or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to

confront and cross-examine any witnesses testifying for the school district.

14. The student, parent/guardian, or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which will be made to the school district and served upon the parties within two (2) days after the closing of the hearing.
17. The School Board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The School Board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation, provided that neither party presents any evidence not admitted at the hearing. The decision by the School Board must be based on the record, must be in writing, and must state the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.
18. A party to an expulsion or exclusion decision made by the School Board may appeal the decision to the Commissioner within twenty-one (21) calendar days of School Board action pursuant to Minnesota Statutes, section 121A.49. The decision of the School Board shall be implemented during the appeal to the Commissioner.
19. The school district shall report any suspension, expulsion, or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given to the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.

21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and their parent/guardian by mail of the student's right to attend and to be reinstated in the school district.

XIII. ADMISSION OR READMISSION PLAN

A school administrator must prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan must include preventative strategies and skill building. The School Board recognizes that parent/guardian involvement is important for student success. School administrators are expected to involve the parent/guardian in the admission and readmission process. School administrators will review the Code of Student Conduct and potential responses to future actions. The readmission plan must not obligate the parent/guardian to provide mental health or related medication for their child as a condition of readmission.

XIV. NOTIFICATION OF POLICY VIOLATIONS

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

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

XV. STUDENT DISCIPLINE RECORDS

The policy of the school district is that complete and accurate student discipline records be maintained. The collection, dissemination, and maintenance of student discipline records shall be consistent with applicable school district policies and federal and state law, including the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13.

XVI. STUDENTS WITH DISABILITIES

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

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

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

XVII. OPEN ENROLLED STUDENTS

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

XVIII. DISCIPLINE COMPLAINT PROCEDURE

Students, parents and other guardians, and school staff may file a complaint and seek corrective action when the requirements of the Minnesota Pupil Fair

Dismissal Act, including the implementation of the local behavior and discipline policies, are not being implemented appropriately or are being discriminately applied.

A. The Discipline Complaint Procedure must, at a minimum:

1. provide procedures for communicating this policy, including the ability for a parent to appeal a decision under Minnesota Statutes, section 121A.49 that contains explicit instructions for filing the complaint;
2. provide an opportunity for involved parties to submit additional information related to the complaint;
3. provide a procedure to begin to investigate complaints within three school days of receipt, and identify personnel who will manage the investigation and any resulting record and are responsible for keeping and regulating access to any record;
4. provide procedures for issuing a written determination to the complainant that addresses each allegation and contains findings and conclusions;
5. if the investigation finds the requirements of Minnesota Statutes, sections 121A.40 to 121A.61, including any local policies that were not implemented appropriately, contain procedures that require a corrective action plan to correct a student's record and provide relevant staff with training, coaching, or other accountability practices to ensure appropriate compliance with policies in the future; and
6. prohibit reprisals or retaliation against any person who asserts, alleges, or reports a complaint, and provide procedures for applying appropriate consequences for a person who engages in reprisal or retaliation.

XIX. DISTRIBUTION OF POLICY

The school district will notify students and parents/guardians of the existence and contents of this policy in such manner as it deems appropriate. Copies of this discipline policy shall be made available to all students and parent/guardian at the commencement of each school year and to all new students and parent/guardian upon enrollment. This policy will also be available upon request in each building administrator's office.

XX. REVIEW OF POLICY

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

Legal Reference: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations and Graduation Requirements for Minnesota's Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Preassessment Teams)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§ 121A.40 -121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. § 121A.58 (Corporal Punishment; Prone Restraint; and Certain Physical Holds)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 121A.60 (Definitions)
Minn. Stat. § 121A.61 (Discipline and Removal of Students From Class)
Minn. Stat. § 121A.611 (Recess and Other Breaks)
Minn. Stat. § 122A.42 (General Control of Schools)
Minn. Stat. § 123A.05 (State-Approved Alternative Program Organization)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.08 (School Boards' Approval to Enroll in Nonresident District; Exceptions)
Minn. Stat. Ch. 125A (Special Education and Special Programs)
Minn. Stat. § 152.22, Subd. 6 (Definitions)
Minn. Stat. § 152.23 (Limitations)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. Ch. 260C (Juvenile Safety and Placement)
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Act)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

Cross Reference: WBLASB Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 419 (Tobacco-Free Environment: Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices)
WBLASB Policy 501 (School Weapons Policy)
WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
WBLASB Policy 503 (Student Attendance)
WBLASB Policy 505 (Distribution of Non-School-Sponsored Materials on School Premises by Students and Employees)

WBLASB Policy 514 (Bullying Prevention Policy)
WBLASB Policy 524 (Electronic Technologies Acceptable Use Policy)
WBLASB Policy 525 (Violence Prevention)
WBLASB Policy 526 (Hazing Prohibition)
WBLASB Policy 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)
WBLASB Policy 610 (Student Field Trips, Fees and Fines)
WBLASB Policy 709 (Student Transportation Safety Policy)
WBLASB Policy 711 (Video Recording on School Buses)
WBLASB Policy 712 (Video Surveillance Other Than on Buses)

AGENDA ITEM: **Policy 507, Corporal Punishment and Prone Restraint**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 507, Corporal Punishment and Prone Restraint, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June and is being recommended for a second reading. The changes recommended to this policy are in sections I, III, IV, V and VI, and the legal references.

The purpose of this policy is to describe limitations on the use of corporal punishment and prone restraint upon a student.

RECOMMENDED ACTION:

Approve School Board Policy 507, Corporal Punishment and Prone Restraint, as recommended by the School Board Policy Committee and Cabinet.

Adopted: July 22, 1996
Revised: June 11, 2001
Revised: September 9, 2002
Revised: July 16, 2018
Revised: September 11, 2023
Revised: _____

*White Bear Lake Area
School District #624 Policy 507*

Revised: April 11, 2022
Revised: January 8, 2024

507 CORPORAL PUNISHMENT AND PRONE RESTRAINT

I. PURPOSE

The purpose of this policy is to describe limitations on **the** use of corporal punishment and prone restraint upon a student.

II. GENERAL STATEMENT OF POLICY

No employee or agent of the school district shall inflict corporal punishment or use prone restraint upon a student except as provided below.

III. DEFINITIONS

A. “Corporal punishment” means conduct involving:

1. hitting or spanking a person with or without an object; or
2. unreasonable physical force that causes bodily harm or substantial emotional harm.

B. **“Employee or agent of the district” does not include a school resource officer as defined in Minnesota Statutes, section 626.8482, subdivision 1, paragraph (c).**

C. “Prone restraint” means placing a child in a face-down position.

IV. PROHIBITIONS

A. An employee or agent of a district shall not inflict corporal punishment or cause corporal punishment to be inflicted upon a student to reform unacceptable conduct or as a penalty for unacceptable conduct.

B. **An employee or agent of the school district shall not use prone restraint.**
~~An employee or agent of a district, including a school resource officer, security personnel, or police officer contracted with a district, shall not use prone or compressive restraint except that the restrictions on prone~~

~~and compressive restraints do not apply under the circumstances enumerated in Minnesota Statutes, section 609.06, subdivision 1(1). All peace officers, including those who are school resource officers or otherwise agents of a school district, may use force as reasonably necessary to carry out official duties, including, but not limited to, making arrests and enforcing orders of the court.~~

- C. An employee or agent of a district, ~~including a school resource officer, security personnel, or police officer contracted with a district,~~ shall not inflict any form of physical holding that restricts or impairs a student's ability to breathe; restricts or impairs a student's ability to communicate distress; places pressure or weight on a student's head, throat, neck, chest, lungs, sternum, diaphragm, back, or abdomen; or results in straddling a student's torso.
- D. Conduct that violates this Article is not a crime under Minnesota Statutes, section 645.241, but may be a crime under Minnesota Statutes, chapter 609 if the conduct violates a provision of Minnesota Statutes, chapter 609. Conduct that violates IV.1 above is not per se corporal punishment under the statute. Nothing in this Minnesota Statutes, section 121A.58 or 125A.0941 precludes the use of reasonable force under Minnesota Statutes, section 121A.582. The use of reasonable force, as set forth in Section V, does not authorize conduct prohibited pursuant to Minnesota Statutes, section 125A.0942.

V. REASONABLE FORCE ~~EXCEPTIONS~~

- A. Reasonable force may be used upon or toward the person of another without the other's consent when used by a teacher, school principal, school employee, school bus driver, or other agent of the school in the exercise of lawful authority to restrain a child or student to prevent bodily harm or death to the child, student, or another.
- B. Reasonable force may be used upon or toward the person of a child without the child's consent when used by a teacher, school principal, school employee, school bus driver, other agent of the district, or other member of the instructional, support, or supervisory staff upon or toward a child or student when necessary to restrain the child or student to prevent bodily harm or death to the child, student, or another pursuant to Minnesota Statutes, section 609.379. Nothing in section 609.379 limits any other authorization to use reasonable force, including but not limited to authorizations under Minnesota Statutes, section 121A.582, subdivision 1, and section 609.06, subdivision 1.
- C. An employee or agent of the school district may use reasonable force under the conditions set forth in Policy 506 (Student Discipline).

VI. VIOLATION

Employees and agents of the school district who violate the provisions of this policy shall be subject to disciplinary action as appropriate. Any such disciplinary action shall be made pursuant to, and in accordance, with applicable statutory authority, collective bargaining agreements, and school district policies. Violation of this policy may also result in civil or criminal liability for those school district employees and agents.

Legal References: Minn. Stat. § 121A.58 (Corporal Punishment)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 123B.25 (Legal Actions Against Districts and Teachers)
Minn. Stat. § 125A.0941 (Definitions)
Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)
Minn. Stat. § 609.06 ~~Subd. 1 (6)(7)~~ (Authorized Use of Force)
Minn. Stat. § 609.379 (Permitted Actions)
Minn. Stat. § 626.8482 (School Resource Officers; Duties; Training; Model Policy)
Minn. Stat. § 645.241 (Punishment for Prohibited Acts)
~~Op. Atty. Gen. 169f (August 22, 2023) (School Pupils: Discipline)~~
~~Op. Atty. Gen. 169f Supp. (September 20, 2023) (School Pupils: Discipline)~~

Cross References: WBLASB Policy 403 (Discipline, Suspension and Dismissal of School District Employees)
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 506 (Student Discipline)

AGENDA ITEM: **Policy 512, School Sponsored Student Publications and Activities**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 512, School Sponsored Student Publications and Activities, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June and is being recommended for a second reading. The changes recommended to this policy are in sections I, II, III and IV, and the legal references.

The purpose of this policy is to protect students' rights to free speech in the production of official school publications and activities, while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

RECOMMENDED ACTION:

Approve School Board Policy 512, School Sponsored Student Publications and Activities, as recommended by the School Board Policy Committee and Cabinet.

Adopted: August 12, 1996
Revised: January 9, 2012
Revised: May 10, 2021
Revised: _____

White Bear Lake Area
School District #624 Policy 512

512 SCHOOL-SPONSORED STUDENT PUBLICATIONS AND ACTIVITIES

I. PURPOSE

The purpose of this policy is to protect students' rights to free speech in **the** production of official school publications and activities, while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

II. GENERAL STATEMENT OF POLICY

- A. The school district may exercise editorial control over the style and content of student expressions in school-sponsored publications and activities.
- B. Expressions and representations made by students in school-sponsored publications and activities are not expressions or representations of official school district policy. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies.
- C. Students who believe their right to free expression has been unreasonably restricted in an official student publication or activity may seek review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after review is requested.
 - 1. Students producing official school publications and activities shall be under the supervision of a faculty advisor and the school principal. Official publications and activities shall be subject to the guidelines set forth below.
 - 2. Official school publications may be distributed at reasonable times and locations.

III. DEFINITIONS

- A. "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, 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 that individual in the esteem of the community.
- C. "Material and substantial disruption" of a normal school activity means:
 - 1. Where the normal 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 normal school activity is voluntary in nature (including, without limitation, 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, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, there must exist specific facts 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 material in question.

- D. "Minor" means any person under the age of eighteen (18).
- E. "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;
 - 2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, ~~or~~ ~~and~~ ~~lewd~~ exhibition of the genitals; and
 - 3. The material, taken as a whole, lacks ~~serious~~ ~~important~~ literary, artistic, political, or scientific value for minors.
- F. "Official school publications" means school newspapers, yearbooks, digital or online ~~or~~ e-newsletters or websites, or material produced in communications, journalism, or other writing classes as a part of the curriculum.

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

IV. GUIDELINES

- A. Expression in an official school publication or school-sponsored activity is prohibited when the material:
1. is obscene to minors;
 2. is libelous or slanderous;
 3. advertises or promotes any product or service not permitted for minors by law;
 4. encourages students to commit illegal acts or violate school regulations or substantially disrupts the orderly operation of school or school activities;
 5. expresses or advocates sexual, racial, or religious harassment or violence or prejudice;
 6. distributed or displayed in violation of time, place and manner regulations.
- B. Expression in an official school publication or school-sponsored activity is subject to editorial control by the school district over the style and content as long as the school district's actions are reasonably related to legitimate pedagogical or other district-related concerns. These pedagogical concerns may include, but are not limited to, the desire of the school district to maintain the following assurances:
1. assuring that participants learn whatever lessons the activity is designed to teach;
 2. assuring that readers or listeners are not exposed to material that may be inappropriate for their level of maturity;
 3. assuring that the views of the individual speaker are not erroneously attributed to a school or ~~to~~ the school district;
 4. assuring that the school district maintains a neutral position on matters of political controversy;

5. assuring that the sponsored student speech cannot reasonably be perceived to advocate conduct otherwise inconsistent with the shared values of a civilized social order;
6. assuring that the school is not associated with expression that is, for example, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

C. Time, Place and Manner of Distribution

Students shall be permitted to distribute written materials at school as follows:

1. Time

Distribution shall be limited to the hours before the school day begins, during lunch hour, and after school is dismissed.

2. Place

Written materials may be distributed in locations so as not to interfere with the normal flow of traffic within the school hallways, walkways, entryways, and parking lots. Distribution shall not impede entrance to or exit from school premises in any way.

3. Manner

No one shall induce or coerce a student or staff member to accept a student publication.

Legal References: U.S. Const., Amend. I

Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)

Bystrom v. Fridley High School, 1 ~~S.D.~~ ~~D.S.~~ No. 14, 822 F.2d 747 (8th Cir. 1987)

Morse v. Frederick, 551 U.S. 393, ~~127 S.Ct. 2618, 168 L.Ed.2d 290~~ (2007)

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

WBLASB Policy 506 (Student Discipline)

WBLASB Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

AGENDA ITEM: **Policy 514, Bullying Prevention**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 514, Bullying Prevention, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June and is being recommended for a second reading. The changes recommended to this policy are in sections I, II, III, V, VII, VIII and IX, and the legal references.

The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

RECOMMENDED ACTION:

Approve School Board Policy 514, Bullying Prevention, as recommended by the School Board Policy Committee and Cabinet.

Adopted: November 14, 2005
Revised: November 8, 2007
Revised: May 9, 2011
Revised: October 13, 2014
Revised: November 8, 2021
Revised: September 11, 2023

*White Bear Lake Area
School District #624 Policy 514*

Revised: April 8, 2019
Revised: January 9, 2023
Revised: _____

514 BULLYING PREVENTION POLICY

I. PURPOSE

A safe and civil environment is desired for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with a student's ability to learn and/or a teacher's ability to educate students in a safe environment. The school district cannot monitor or eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent bullying behavior affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, the school district intends to prevent bullying and to take action to investigate, respond to, remediate, and, when appropriate, issue discipline for acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, reprisal, retaliation, and other similar disruptive and detrimental behavior.

II. GENERAL STATEMENT OF POLICY

- A. An act of bullying, by either an individual student or group of students is expressly prohibited:
 - 1. on school premises, on school district property, at school functions or activities, or on school transportation.
 - 2. by the use of electronic technology and communications on the school premises, during the school functions or activities, on the school transportation, or on the school computers, networks, forums, and mailing lists; or
 - 3. by use of electronic technology and communications off the school premises to the extent such use substantially and materially disrupts student learning or the school environment.
- B. A school-aged child who voluntarily participates in a public school activity, such as a cocurricular or extracurricular activity, is subject to the policy provisions applicable to the public school students participating in the activity.

- C. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying behavior or other prohibited conduct that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student; or other students; or materially and/or substantially interferes with a student's educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges. This policy also applies to an act of cyberbullying regardless of whether such **an** act is committed on or off school district property and/or with or without the use of school district resources. This policy also applies to sexual exploitation.
- D. Malicious and sadistic conduct involving race, color, creed, national origin, sex, age, marital status, status with regard to public assistance, disability, religion, sexual harassment, sexual orientation, and gender identity as defined in Minnesota Statutes, chapter 363A is prohibited. This prohibition applies to students, independent contractors, teachers, administrators, and other school personnel.
- Malicious and sadistic conduct and sexual exploitation by a school district or school staff member, independent contractor, or enrolled student against a staff member, independent contractor, or student that occurs as described in Article II.A above is prohibited.
- F. The White Bear Lake Area School District prohibits hate speech that has a nexus to any school activity. Any student who engages in hate speech that has a nexus to any school activity is subject to discipline, up to and including expulsion. Any District employee who engages in hate speech is subject to discipline, up to and including discharge.
- G. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.
- H. Apparent permission or consent by a student being bullied does not lessen or negate the prohibitions contained in this policy.
- I. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.
- J. False accusations or reports of bullying against a student are prohibited.
- K. A person who engages in an act of bullying, reprisal, retaliation, or false reporting of bullying or permits, condones; or tolerates bullying shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures, including the school district's discipline policy. The school district may take into

account the following factors:

1. The developmental ages and maturity levels of the parties involved;
2. The levels of harm, surrounding circumstances, and nature of the behavior;
3. Past incidences or past or continuing patterns of behavior;
4. The relationship between the parties involved; and
5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from remedial responses or behavioral interventions up to and including suspension and/or expulsion. The school district shall employ research-based, developmentally appropriate best practices that include preventative and remedial measures and effective discipline for deterring violations of this policy, apply throughout the school district, and foster student, parent/guardian, and community participation.

Consequences for employees who permit, condone, or tolerate bullying or engage in an act of reprisal, or false reporting of bullying may result in disciplinary action up to and including termination or discharge.

Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events.

- L. The school district will act to investigate all complaints of bullying reported to the school district and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

For purposes of this policy, the definitions included in this section apply.

- A. “Bullying” means intimidating, threatening, abusive, or harming conduct that is objectively offensive and:
 1. an actual or perceived imbalance of power exists between the student engaging in the prohibited conduct and the target of the prohibited conduct, and the conduct is repeated or forms a pattern; or
 2. materially and substantially interferes with a student’s

educational opportunities or performance or ability to participate in school functions or activities or receive school benefits, services, or privileges.

The term, “bullying,” specifically includes cyberbullying, malicious and sadistic conduct, and sexual exploitation.

- B. “Cyberbullying” means bullying using technology or other electronic communication, including, but not limited to, a transfer of a sign, signal, writing, image, sound, or data, including a post on a social network internet website or forum, transmitted through a computer, cell phone, or other electronic device. The term applies to prohibited conduct which occurs on school premises, on school district property, at school functions or activities, on school transportation, or on school computers, networks, forums, and mailing lists, or off school premises to the extent that it substantially and materially disrupts student learning or the school environment.
- C. “Hate speech” means speech that lacks serious literary, artistic, political, or scientific value and:
 - 1. disparages or demeans a person or group based on protected class status;
 - 2. targets a person or group based on protected class status; or
 - 3. threatens or harasses a person or group based on protected class status.
- D. “Immediately” means as soon as reasonably possible.
- E. “Intimidating, threatening, abusive, or harming conduct” means, but is not limited to, conduct that does the following:
 - 1. Causes physical harm to a student or a student’s property or causes a student to be in reasonable fear of harm to person or property;
 - 2. Under Minnesota common law, violates a student’s reasonable expectation of privacy, defames a student, or constitutes intentional infliction of emotional distress against a student; or
 - 3. Is directed at any student or students, including those based on a person’s actual or perceived race, ethnicity, color, creed, religion, national origin, immigration status, sex, marital status, familial status, socioeconomic status, physical appearance, sexual orientation, gender identity and expression, academic status related to student performance, disability, or status with regard to public assistance, age, or any additional characteristic defined

in the Minnesota Human Rights Act (MHRA). However, prohibited conduct need not be based on any particular characteristic defined in this paragraph or the MHRA.

- F. "Malicious and sadistic conduct" means creating a hostile learning environment by acting with the intent to cause harm by intentionally injuring another without just cause or reason or engaging in extreme or excessive cruelty or delighting in cruelty.
- G. "Nexus" means a direct connection. Speech has a nexus to a school activity if the speech occurs during the activity, on property that is owned or operated by the district in connection with the activity, or through any district property or resource, such as a school-issued computer or a district-operated computer network.
- H. "On school premises, on school district property, at school functions or activities, or on school transportation" means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.
- I. "Prohibited conduct" means bullying, cyberbullying, malicious and sadistic conduct, sexual exploitation, or retaliation or reprisal for asserting, alleging, reporting, or providing information about such conduct or knowingly making a false report about prohibited conduct.
- J. "Protected class status" means race, color, creed, religion, disability, national origin, marital status, familial status, age, sex, gender, sexual orientation, or gender identity.
- K. "Remedial response" means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of prohibited conduct.
- L. "School activity" means any school-sponsored event or activity, any school program, any school operation, or any school function, including, but not limited to, any instructional program or extracurricular activity. School activity also encompasses any district resource, such as a school website, which exists to support a school operation.

- M. “Speech” means any form of expression that is intended to convey a particular message and is likely to be understood by those who view it or hear it. Speech can take many forms. Examples include, but are not limited to: written, verbal, and electronic words, statements, or expressions; images and graphic representations; messages on clothing, jewelry, and buttons; and posts on social media platforms.
- N. “Student” means a student enrolled in a public school or a charter school.

IV. REPORTING PROCEDURE

- A. Any person who believes they have been the target or victim of bullying or any person with knowledge or belief of conduct that may constitute bullying or prohibited conduct under this policy shall report the alleged acts immediately to an appropriate school district official designated by this policy. It is the responsibility of that employee to document the concern and forward it to a school administrator. A person may report bullying anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party or complainant to use the report form available from the principal or building supervisor of each building or available in the school district office, but oral reports shall be considered official complaints as well.
- C. The building principal, the principal’s designee, or the building supervisor (hereinafter the “building report taker”) is the person responsible for receiving reports of bullying or other prohibited conduct at the building level. Any person may report bullying or other prohibited conduct directly to the school district human rights officer or the superintendent. If the complaint involves the building report taker, the complaint may be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant. If the complaint involves the superintendent, the complaint may be made directly to the School Board Chair.

The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as the primary contact on policy and procedural matters. The building report taker shall provide information about available community resources to the target or victim of the bullying or other prohibited conduct, the perpetrator, and other affected individuals as appropriate.

- D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person

who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute bullying or other prohibited conduct shall make reasonable efforts to address and resolve the bullying or prohibited conduct and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute bullying or other prohibited conduct or who fail to make reasonable efforts to address and resolve the bullying or prohibited conduct in a timely manner may be subject to disciplinary action.

- E. Reports of bullying or other prohibited conduct are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of bullying and the record of any resulting investigation.
- F. Submission of a good faith complaint or report of bullying or other prohibited conduct will not affect the complainant's or reporter's future employment, grades, work assignments, or educational or work environment.
- G. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. Within three **school** days of the receipt of a complaint or report of bullying or other prohibited conduct, the school district shall undertake or authorize an investigation by the building report taker or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the bullying or other prohibited conduct, the complainant, the reporter, and students or others, pending completion of an investigation of the bullying or other prohibited conduct, consistent with applicable law.
- C. The alleged perpetrator of the bullying or other prohibited conduct shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines that bullying or other prohibited conduct has occurred, the school district will take appropriate action. Such action may include, but is not limited to,

warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited conduct. Remedial responses to the bullying or other prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II.G. of this policy. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Public Fair Dismissal Act; the student discipline policy (See MSBA/MASA Model Policy 506) and other applicable school district policies; and applicable regulations.

- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets of bullying or other prohibited conduct and the parent(s) or guardian(s) of alleged perpetrators of bullying or other prohibited conduct who have been involved in a reported and confirmed bullying incident of the remedial or disciplinary action taken, to the extent permitted by law.
- F. In order to prevent or respond to bullying or other prohibited conduct committed by or directed against a child with a disability, the school district shall, when determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in bullying or other prohibited conduct.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged bullying or prohibited conduct; who provides information about bullying or prohibited conduct; who testifies, assists, or participates in an investigation of alleged bullying or prohibited conduct; or against any person who testifies, assists, or participates in a proceeding or hearing relating to such bullying or prohibited conduct. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the bullying or other prohibited conduct shall be tailored to the particular incident and nature of the conduct and shall take into account the factors specified in Section II. G. of this policy.

VII. TRAINING AND EDUCATION

- A. ~~Consistent with its applicable policies and practices, the~~ ~~The~~ school district ~~must shall~~ discuss this policy with ~~students,~~ school personnel, and volunteers and provide appropriate training ~~for all to~~ school district personnel ~~to prevent, identify, and respond to prohibited conduct.~~ ~~regarding this policy.~~ The school district ~~must shall~~ establish a training cycle for school personnel to occur during a period not to exceed every three school years. Newly employed school personnel must receive the training within the first year of their employment with the school district. The school district or a school administrator may accelerate the training cycle or provide additional training based on a particular need or circumstance. This policy shall be included in employee handbooks, training materials, and publications on school rules, procedures, and standards of conduct, which materials shall also be used to publicize this policy.
- B. The school district shall require ongoing professional development, consistent with Minnesota Statutes, section 122A.60, to build the skills of all school personnel who regularly interact with students to identify, prevent, and appropriately address bullying and other prohibited conduct. Such professional development includes, but is not limited to, the following:
1. Developmentally appropriate strategies both to prevent and to immediately and effectively intervene to stop prohibited conduct;
 2. The complex dynamics affecting a perpetrator, target, and witnesses to prohibited conduct;
 3. Research on prohibited conduct, including specific categories of students at risk for perpetrating or being the target or victim of bullying or other prohibited conduct in school;
 4. The incidence and nature of cyberbullying; and
 5. Internet safety and cyberbullying.
- C. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying and other prohibited conduct.
- D. The administration of the school district is directed to implement programs and other initiatives to prevent bullying, to respond to bullying in a manner that does not stigmatize the target or victim, and to make resources or referrals to resources available to targets or victims of bullying.

- E. The administration is encouraged to provide developmentally appropriate instruction and is directed to review programmatic instruction to determine if adjustments are necessary to help students identify and prevent or reduce bullying and other prohibited conduct, to value diversity in school and society, to develop and improve students' knowledge and skills for solving problems, managing conflict, engaging in civil discourse, and recognizing, responding to, and reporting bullying or other prohibited conduct, and to make effective prevention and intervention programs available to students.

The administration must establish strategies for creating a positive school climate and use evidence-based social-emotional learning to prevent and reduce discrimination and other improper conduct.

The administration is encouraged, to the extent practicable, to take such actions as it may deem appropriate to accomplish the following:

1. Engage all students in creating a safe and supportive school environment;
2. Partner with parents and other community members to develop and implement prevention and intervention programs;
3. Engage all students and adults in integrating education, intervention, and other remedial responses into the school environment;
4. Train student bystanders to intervene in and report incidents of bullying and other prohibited conduct to the schools' primary contact person;
5. Teach students to advocate for themselves and others;
6. Prevent inappropriate referrals to special education of students who may engage in bullying or other prohibited conduct; and
7. Foster student collaborations that, in turn, foster a safe and supportive school climate.

- F. The school district may implement violence prevention and character development education programs to prevent or reduce policy violations. Such programs will provide developmentally appropriate programmatic instruction to help students identify, prevent, and reduce prohibited conduct; value diversity in school and society; develop and improve students' knowledge and skills for solving problems, managing conflict, engaging in civil discourse, and recognizing, responding to and reporting prohibited conduct.

- G. The school district shall inform affected students and their parents of

rights they may have under state and federal data practices laws to obtain access to data related to an incident and their right to contest the accuracy or completeness of the data. The school district may accomplish this requirement by inclusion of all or applicable parts of its protection and privacy of pupil records policy (See school district Policy 515) in the student handbook.

VIII. NOTICE

- A. The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.
- B. ~~This policy~~ Article II, paragraph D, regarding malicious and sadistic conduct must be conspicuously posted throughout each school building, in the administrative offices of the school district, and in the office of each school.
- C. This policy shall be conspicuously posted in the administrative offices of the school and school district in summary form.
- D. This policy must be distributed to each school district or school employee and independent contractor if the contractor regularly interacts with students at the time of employment with the district or the school. ~~hiring or contracting.~~
- ~~ED.~~ Notice of the rights and responsibilities of students and their parents under this policy must be included in the student discipline policy (See MSBA/MASA Model Policy 506) distributed to parents at the beginning of each school year.
- ~~FE.~~ This policy shall be available to all parents and other school community members in an electronic format in the languages appearing on the school district's or a school's website, consistent with the district policies and practices.
- F. Each school must develop a process for discussing this policy with students, parents/guardians of students, independent contractors, and school employees.
- G. The school district shall provide an electronic copy of its most recently amended policy to the Commissioner of Education.

IX. POLICY REVIEW

To the extent practicable, the School Board shall, on a cycle consistent with other school district policies, review and revise this policy. The policy shall be made consistent with Minnesota Statutes, sections 121A.031 and 121A.0312, and other applicable law. Revisions shall be made in consultation with students,

parents, and community organizations.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120A.05, Subds. 9, 11, 13, and 17 (Definitions)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.03 (Model Policy)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.0311 (Notice of the Rights and Responsibilities of Students and Parents under the Safe and Supportive Minnesota Schools Act)
Minn. Stat. § 121A.0312 (Malicious and Sadistic Conduct)
Minn. Stat. §§ 121A.40 - 121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)
Minn. Stat. § Ch. 124E (Charter Schools)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1 - 99.67 (Family Educational Rights and Privacy)

Cross References: WBLASB Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
WBLASB Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
WBLASB Policy 423 (Employee-Student Relationships)
WBLASB Policy 501 (School Weapons Policy)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 507 (Corporal Punishment)
WBLASB Policy 515 (Protection and Privacy of Student Records)
WBLASB Policy 521 (Student Disability Nondiscrimination)
WBLASB Policy 522 (Title IX Student Sex Nondiscrimination Policy, Grievance Procedure And Process)
WBLASB Policy 524 (Electronic Technologies Acceptable Use Policy)
WBLASB Policy 525 (Violence Prevention)
WBLASB Policy 526 (Hazing Prohibition)
WBLASB Policy 529 (Notification to Staff Regarding Placement of Students with Violent Behavior)
WBLASB Policy 709 (Student Transportation Safety Policy)
WBLASB Policy 711 (Video Recording on School Buses)
WBLASB Policy 712 (Video Surveillance Other Than on Buses)

AGENDA ITEM: **Policy 527, Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 527, Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June and is being recommended for a second reading. The changes recommended to this policy are in sections I, III, IV, VI and VII, and the legal and cross references.

The purpose of this policy is to provide guidelines for the use and parking of motor vehicles by students in school district locations, to maintain order and discipline in the schools, and to protect the health, safety, and welfare of students and school personnel.

RECOMMENDED ACTION:

Approve School Board Policy 527, Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches, as recommended by the School Board Policy Committee and Cabinet.

Adopted: December 10, 2001
Revised: March 2, 2015
Revised: May 10, 2021
Revised: _____

*White Bear Lake Area
School District #624 Policy 527*

527 STUDENT USE AND PARKING OF MOTOR VEHICLES; PATROLS, INSPECTIONS AND SEARCHES

I. PURPOSE

The purpose of this policy is to provide guidelines for **the** use and parking of motor vehicles by students in school district locations, to maintain order and discipline in the schools, and to protect the health, safety, and welfare of students and school personnel.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to allow the limited use and parking of motor vehicles by students in school district locations. The position of the school district is that a fair and equitable district-wide student motor vehicle policy will contribute to the quality of the students' educational experience. This policy applies to all students in the school district.

III. DEFINITIONS

- A. "Contraband" means any unauthorized item, possession of which is prohibited by school district policy and/or law. It includes, but is not limited to, weapons and "look-alikes", alcoholic beverages, controlled substances and "look-alikes", and other materials belonging to the school district, and stolen property.
- B. "Reasonable scope" means that the scope and/or intrusiveness of the search is reasonably related to the objectives of the search. Factors to consider in determining what is reasonable include the seriousness of the suspected infraction, the reliability of the information, the necessity of acting without delay, the existence of exigent circumstances necessitating an immediate search and further investigation (e.g. to prevent violence, serious and immediate risk of harm or destruction of evidence), and the age of the student.
- C. "Reasonable suspicion" means that a school official has grounds to believe that the search will result in evidence of a violation of school district policy, rules, and/or law. Reasonable suspicion may be based on a school official's personal observation, a report from a student, parent, or staff member, a student's suspicious behavior, a student's age, and past history or record of conduct both in and out of the school context, or other reliable sources of information.

- D. "School district location" means property that is owned, rented, leased, or borrowed by the school district for school purposes, as well as property immediately adjacent to such property that may be used for parking or gaining access to such property. A school district location also shall include any site where a school function occurs, such as a school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district.

IV. STUDENT USE OF MOTOR VEHICLES IN SCHOOL DISTRICT LOCATIONS

Students generally are not permitted to use motor vehicles during the school day in any school district location. Students may use motor vehicles on the high school campuses during the school day only if there is an emergency and or permission has been granted to the student by the a designated school official ~~to use a motor vehicle~~. Except for situations where students have completed the appropriate form and received permission, or when district transportation is not provided, students representing the school district through their participation in district events, sports, and activities, are required to use district provided transportation to and from district events.

V. STUDENT PARKING OF MOTOR VEHICLES IN SCHOOL DISTRICT LOCATIONS

- A. Students are permitted to park in a school district location as a matter of privilege, not of right. Students driving a motor vehicle to a high school campus may park the motor vehicle in the parking lot(s) and/or section of the parking lot(s) designated for student parking only. Students will not park vehicles in driveways, on private property, on street locations where parking is restricted, or in other designated areas, e.g. parking lots designated for use only by staff or by the general public, including designated visitor parking areas. Students who park in designated student parking areas must display a valid, school-issued parking permit. A valid permit is one that has been paid in full and has been issued by the school for the current term. The vehicle that is parked with the permit must be on record with the school. Information about purchasing a parking permit can be found on the school's website and in the main office.
- B. When there are unauthorized vehicles parked on school district property, school officials may:
1. move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property, or
 2. if unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of school district property.

VI. PATROLS, INSPECTIONS AND SEARCHES

School officials may conduct routine patrols of school district locations and routine inspections of the exteriors and plain-view interiors of student vehicles. In addition, the interiors of motor vehicles of students in school district locations may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule.

A. Patrols and Inspections

School personnel may conduct routine patrols of student parking lots and other school district locations and routine inspections of the motor vehicles of students. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

B. Search of Interior of Student Motor Vehicle

The interiors of motor vehicles of students in school district locations, including glove or trunk compartments, may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. The search will be reasonable in its scope and intrusiveness. Such searches may be conducted without notice, without consent, and without a search warrant. A student will be subject to withdrawal of parking privileges and to discipline if the student refuses to open a locked motor vehicle under the student's control or its compartments upon the request of a school official.

C. Prohibition of Contraband and Interference with Patrols, Inspections, Searches and/or Seizures

A violation of this policy occurs when students store or carry contraband in motor vehicles in a school district location or interfere with patrols, inspections, searches, and/or seizures as provided by this policy.

D. Seizure of Contraband

If a search yields contraband, school officials will seize the item and may turn it over to law enforcement officials.

E. Dissemination of Policy

A copy of this policy will be printed in the high school student handbook and/or disseminated in any other way which school officials deem appropriate.

VII. DIRECTIVES AND GUIDELINES

The Superintendent or Superintendent's designee is authorized to develop ~~and present for School Board review and approval,~~ reasonable directives and guidelines which address specific needs of the school district related to student use and parking of motor vehicles in school district locations, such as a permit system and parking regulations. Approved directives and guidelines shall be provided to students.

VIII. VIOLATIONS

A student found to have violated this policy and/or the directives and guidelines implementing it shall be subject to withdrawal of parking privileges and/or to discipline in accordance with the school district's Student Discipline Policy, which may include suspension, exclusion, or expulsion. In addition, the student may be referred to law enforcement when appropriate.

Legal References: U.S. Const., amend. IV
Minn. Const., art. I, §10
Minn. Stat. § 123B.02, Subds. 1 and 5 (General Powers of Independent School Districts)
Minn. Stat. § 123B.38 (Hearing)
~~New Jersey v. T.L.O., 469 U.S. 325, 105 S.Ct. 733, 83 L.Ed.2d 720 (1985)~~

Cross Reference: WBLASB Policy 417 (Chemical Use and Abuse)
WBLASB Policy 418 (Drug-Free and Alcohol-Free Workplace/Drug-Free and Alcohol-Free School)
WBLASB Policy 501 (School Weapons)
WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions and Student's Person)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 712 (Video Surveillance Other Than on Buses)

AGENDA ITEM: **Policy 534, School Meals**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 534, School Meals, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June and is being recommended for a second reading. The changes recommended to this policy are in the title, sections II and IV.

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges.

RECOMMENDED ACTION:

Approve School Board Policy 534, School Meals, as recommended by the School Board Policy Committee and Cabinet.

Adopted: May 9, 2022
Revised: September 11, 2023
Revised: _____

White Bear Lake Area
School District #624 Policy 534

534 **SCHOOL MEALS** ~~UNPAID MEAL CHARGES~~

I. PURPOSE

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for a la carte items or second meals as well as to maintain the financial integrity of the school nutrition program.

II. PAYMENT OF MEALS

- A. All a la carte items or second meal purchases are to be prepaid before meal service begins. Families may add money to students' accounts through the district's online payment page. Students may also deposit cash or checks into their accounts before school ~~or during lunch in the school cafeteria~~. A student who does not have sufficient funds will not be allowed to charge meals or a la carte items or a second meal until additional money is deposited in the student's account.

If the school district participates in the United States Department of Agriculture National School Lunch Program and has an Identified Student Percentage below the federal percentage determined for all meals to be reimbursed at the free rate via the Community Eligibility Provision, the district must participate in the free school meals program.

- B. A school that participates in the United States Department of Agriculture National School Lunch Program and has an Identified Student Percentage at or above the federal percentage determined for all meals to be reimbursed at the free rate must participate in the federal Community Eligibility Provision in order to participate in the free school meals program.
- C. Each school that participates in the free school meals program must:
1. participate in the United States Department of Agriculture School Breakfast Program and the United States Department of Agriculture National School Lunch Program; and

2. provide to all students at no cost up to two federally reimbursable meals per school day, with a maximum of one free breakfast and one free lunch.
- D. Once a meal has been placed on a student's tray or otherwise served to a student, the meal may not be subsequently withdrawn from the student by the cashier or other school official, whether or not the student has an outstanding meals balance.
- EF.** When a student has a negative account balance, the student will not be allowed to charge an a la carte item.
- FG.** If a parent or guardian chooses to send in one payment that is to be divided between sibling accounts, the parent or guardian must specify how the funds are to be distributed to the students' accounts. Funds may not be transferred between sibling accounts unless permission is received from the parent or guardian.

III. LOW OR NEGATIVE ACCOUNT BALANCES - NOTIFICATION

- A. The school district will make reasonable efforts to notify families when meal account balances are low or fall below zero.
- B. Families will be notified of an outstanding negative balance once the negative balance reaches two charged meals. Communication methods for notifying families may include automated calling system, email, or letter.
- C. Reminders for payment of outstanding student meal balances will not demean or stigmatize any student participating in the school lunch program.

IV. UNPAID MEAL CHARGES

- A. The school district will make reasonable efforts to communicate with families to resolve the matter of unpaid charges. Where appropriate, families may be encouraged to apply for educational benefits for their children.
 1. A student who has been determined eligible for free and reduced-price lunch must always be served a reimbursable meal even if the student has an outstanding debt.
- B. The school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. Unpaid meal charges are designated as delinquent debt when payment is overdue, the debt is considered collectable, and efforts are being made to collect it.

- C. Negative balances of more than \$25, not paid prior to the end of the school year, will be turned over to the Superintendent or Superintendent's designee for collection. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal method permitted by law.
- D. The school district may not enlist the assistance of non-school district employees, such as volunteers, to engage in debt collection efforts.
- E. The school district will not impose any other restriction prohibited under Minnesota Statutes, section 123B.37 due to unpaid student meal balances. The school district will not limit a student's participation in any school activities, graduation ceremonies, field trips, athletics, activity clubs, or other extracurricular activities or access to materials, technology, or other items provided to students due to an unpaid student meal balance.

V. COMMUNICATION OF POLICY

- A. This policy and any pertinent supporting information shall be provided to:
 - 1. all households at or before the start of each school year;
 - 2. students and families who transfer into the school district, at the time of enrollment; and
 - 3. all school district personnel who are responsible for enforcing this policy.
- B. The school district may post the policy on the school district's website, in addition to providing the required notification described above.

Legal References: Minn. Stat. § 123B.37 (Prohibited Fees)
 Minn. Stat. § 124D.111 (School Meals Policies; Lunch Aid; Food Service Accounting)
 42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)
 7 C.F.R. § 210 *et seq.* (School Lunch Program Regulations)
 7 C.F.R. § 220.8 (School Breakfast Program Regulations)
 USDA Policy Memorandum SP 46-2016, Unpaid Meal Charges: Local Meal Charge Policies (2016)
 USDA Policy Memorandum SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments (2016)
 USDA Policy Memorandum SP 23-2017, Unpaid Meal Charges: Guidance and Q&A

AGENDA ITEM: **Policy 606, Selection and Review of Instructional Texts and Materials**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 606, Selection and Review of Instructional Texts and Materials, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June and is being recommended for a second reading. The changes recommended to this policy are in sections I, II and III, and the legal references.

The purpose of this policy is to provide direction for the selection of instructional texts and materials.

RECOMMENDED ACTION:

Approve School Board Policy 606, Selection and Review of Instructional Texts and Materials, as recommended by the School Board Policy Committee and Cabinet.

Adopted: September 8, 1997

Revised: June 11, 2001

Revised: May 9, 2005

Revised: December, 2012

Revised: May 10, 2021

*White Bear Lake Area
School District #624 Policy 606*

Revised: May 13, 2013

Revised: _____

606 SELECTION AND REVIEW OF INSTRUCTIONAL TEXTS AND MATERIALS

I. PURPOSE

The purpose of this policy is to provide direction for **the** selection of instructional texts and materials.

II. GENERAL STATEMENT OF POLICY

The School Board recognizes that **the** selection of instructional texts and materials is a vital component of the school district's curriculum. The School Board also recognizes that it has the authority to make final decisions on **the** selection of all instructional texts and materials.

The academic standards and course outlines developed by staff will serve as the **basis** ~~bases~~ for instructional text and materials selection. Professional staff will access libraries, online resources, instructional materials' centers, student support services, community resources, and other appropriate resources in an effort to provide effective instruction for all students.

III. RESPONSIBILITY OF SELECTION

- A. While the School Board retains its authority to make final decisions on the selection of instructional texts and materials, the School Board recognizes the expertise of the professional staff and the vital need **for** ~~of~~ such staff to be involved in the recommendation of instructional texts and materials. Accordingly, the School Board delegates its related authority to the Superintendent or Superintendent's designee. The School Board shall regularly look to the Superintendent for an accounting of the application of that authority.
- B. In reviewing instructional texts and materials during the selection process, the professional staff shall select materials **that** ~~which~~:
 - 1. support the academic standards of the education programs;
 - 2. consider the needs, age, and maturity of students;
 - 3. foster respect and appreciation for cultural diversity and varied opinion;

4. fit within the constraints of the school district budget; ~~and~~
 5. are in the English language. Another language may be used, pursuant to Minnesota Statutes, section ~~Stat. §~~ 124D.61 or for reading materials assigned for a world language course.
 6. permit grade-level instruction for students to read and study America's founding documents, including documents that contributed to the foundation or maintenance of America's representative form of limited government, the Bill of Rights, our free-market economic system, and patriotism; and
 7. do not censor or restrain instruction in American or Minnesota state history or heritage based on religious references in original source documents, writings, speeches, proclamations, or records.
- C. The Superintendent or Superintendent's designee shall be responsible for developing procedures and guidelines to establish an orderly process for the review and recommendation of instructional texts and materials by the professional staff. Such procedures and guidelines shall provide opportunity for input and consideration of the views of students, parents, and other interested members of the school district community. This procedure shall be coordinated with the school district's curriculum development effort and may utilize advisory committees.

IV. SELECTION AND REVIEW OF INSTRUCTIONAL TEXTS AND MATERIALS

- A. The Superintendent or Superintendent's designee shall be responsible for keeping the School Board informed of progress on the part of staff and others involved in the instructional texts and materials review and selection process.

V. REQUEST FOR REVIEW OF INSTRUCTIONAL TEXTS AND MATERIALS

- A. The School Board recognizes there can be differences of opinion within the school district community relating to certain areas of the instructional program. The school district will provide a process for district families and/or community members to request a review of select instructional texts or other materials.
- B. The Superintendent or Superintendent's designee shall be responsible for the development of guidelines and procedures to identify the steps to be followed to seek reconsideration of instructional texts or other materials.

Attachments: Appendix A - Material Review Process
Appendix B - Form
Appendix C - Controversial Issues

Legal References: Minn. Stat. § 120A.22, Subd. 9 (Compulsory Instruction—~~Curriculum~~)
Minn. Stat. § 120B.235 (American Heritage Education)
Minn. Stat. § 123B.02, Subd. 2 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09, Subd. 8 (School Board Responsibilities)
Minn. Stat. § 124D.59 - 124D.61 (Education for English Learners Act ~~Limited English Proficiency~~)
Minn. Stat. § 127A. 10 (State Officials and School Board Members to be Disinterested; Penalty)
Hazelwood Sch. Dist. V. Kuhlmeier, 484 U.S. 260, ~~108 S. Ct. 562, 98 L. Ed. 2d 592~~ (1988)
Pratt v. Independent Sch. Dist. No. 831, 670 F. 2d 771 (8th Cir. 1982)

Cross References: WBLASB Policy 603 (Curriculum Development)
WBLASB Policy 604 (Instructional Curriculum)

AGENDA ITEM: **Policy 704, Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 704, Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June 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 provide for the development and maintenance of an inventory of the fixed assets of the school district and the establishment and maintenance of a fixed asset accounting system.

RECOMMENDED ACTION:

Approve School Board Policy 704, Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System, as recommended by the School Board Policy Committee and Cabinet.

Adopted: December 10, 2001
Revised: December 13, 2010
Revised: March 2, 2015
Revised: July 11, 2022

White Bear Lake Area
School District #624 Policy 704
Revised: _____

704 DEVELOPMENT AND MAINTENANCE OF AN INVENTORY OF FIXED ASSETS AND A FIXED ASSET ACCOUNTING SYSTEM

I. PURPOSE

The purpose of this policy is to provide for the development and maintenance of an inventory of the fixed assets of the school district and the establishment and maintenance of a fixed asset accounting system.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is that a fixed asset accounting system and an inventory of fixed assets will be developed and maintained.

III. DEVELOPMENT OF INVENTORY AND ACCOUNTING SYSTEM

The superintendent or such other school official as designated by the superintendent or the School Board shall be responsible for the development and maintenance of an inventory of the fixed assets of the school district, and for the establishment and maintenance of a formal fixed asset accounting system. The accounting system shall be operated in compliance with the applicable provisions of the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS). In addition, the inventory shall specify the location of all abstracts showing the conveyance of the property to the school district; certificates of title showing title to the property in the school district; title insurance policies; surveys; and other property records relating to the real property of the school district.

When a piece of land, land improvement, building, piece of machinery, equipment, or licensed vehicle has an original cost of \$5,000 **individually, or \$175,000 in the aggregate,** or greater, it will be capitalized and placed on the fixed asset inventory. Land improvements, buildings, pieces of machinery, equipment and licensed vehicles will be depreciated over their useful life.

Criteria for capitalization include all of the following:

- It retains its original shape and appearance with use.
- It is nonexpendable; that is, if the article is damaged or some of its parts are lost or worn out, it is usually more feasible to repair it rather than replace it with an entirely new unit.
- It does not lose its identity through incorporation into a different or more complex unit or substance.

- It has a useful life of greater than five years.

IV. REPORT

The value of the District's fixed assets will be included in the annual audit report presented to the Board.

Legal References: Minn. Stat. 123B.02 (General Powers of Independent School Districts~~Powers~~)
Minn. Stat. 123B.09 (~~School~~ Boards of Independent School Districts~~Powers~~)
Minn. Stat. 123B.51 (Schoolhouse and Sites; Uses for School and Nonschool Purposes; Closings ~~Access for Noncurricular Purposes~~)

Cross References: WBLASB Policy 702 (Accounting)
GASB Implementation Guide No. 2021-1 Amending Capitalization Requirements
~~MSBA Service Manual, Chapter 7, Education Funding~~

AGENDA ITEM: **Policy 714, Fund Balances**

MEETING DATE: **July 8, 2024**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 714, Fund Balances, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in June and is being recommended for a second reading. The changes recommended to this policy are in sections I, III and V, and the cross references.

The purpose of this policy is to ensure the financial stability of White Bear Lake Area Schools, to provide a sound basis to justify a strong financial rating, and to provide a reserve enabling the school district to respond to unforeseen budget expenditures and revenue shortfalls.

RECOMMENDED ACTION:

Approve School Board Policy 714, Fund Balances, as recommended by the School Board Policy Committee and Cabinet.

Adopted: February 9, 2015
Revised: May 10, 2021
Revised: _____

White Bear Lake Area
School District #624 Policy 714

714 FUND BALANCES

I. PURPOSE

The purpose of this policy is to ensure the financial stability of ~~the~~ White Bear Lake Area Schools, to provide a sound basis to justify a strong financial rating, and to provide a reserve enabling the school district to respond to unforeseen budget expenditures and revenue shortfalls.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with GASB Statement No. 54. To the extent a specific conflict occurs between this policy and the provisions of GASB Statement No. 54, the GASB Statement shall prevail.

III. DEFINITIONS

- A. “Assigned” fund balance amounts are composed of unrestricted funds constrained by the school district’s intent that they be used for specific purposes, but that do not meet the criteria to be classified as restricted or committed. In funds other than the general fund, the assigned fund balance represents the remaining amount that is not restricted or committed. The assigned fund balance category will cover the portion of a fund balance that reflects the school district’s intended use of those resources. The action to assign a fund balance may be taken after the end of the fiscal year. An assigned fund balance cannot be a negative number.
- B. “Committed” fund balance amounts are composed of unrestricted funds used for specific purposes pursuant to constraints imposed by formal action of the School Board and that remain binding unless removed by the School Board by subsequent formal action. The formal action to commit a fund balance must occur prior to fiscal year end; however, the specific amounts actually committed can be determined in the subsequent fiscal year. A committed fund balance cannot be a negative number.
- C. “Enabling legislation” means legislation that authorizes a school district to assess, levy, charge, or otherwise mandate payment of resources from external providers and includes a legally enforceable requirement that those resources be used only for the specific purposes listed in the legislation.

- D. “Fund balance” means the arithmetic difference between the assets and liabilities reported in a school district fund.
- E. “Nonspendable” fund balance amounts are composed of funds that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. They include items that are inherently unspendable, such as, but not limited to, inventories, prepaid items, long-term receivables, non-financial assets held for resale, or the permanent principal of endowment funds.
- F. “Restricted” fund balance amounts are composed of funds that have legally enforceable constraints placed on their use that either are externally imposed by resource providers or creditors (such as through debt covenants), grantors, contributors, voters, or laws or regulations of other governments, or are imposed by law through constitutional provisions or enabling legislation.
- G. “Unassigned” fund balance amounts are the residual amounts in the general fund not reported in any other classification. Unassigned amounts in the general fund are technically available for expenditure for any purpose. The general fund is the only fund that can report a positive unassigned fund balance. Other funds would report a negative unassigned fund balance should the total of nonspendable, restricted, and committed fund balances exceed the total net resources of that fund.
- H. “Unrestricted” fund balance is the amount of fund balance left after determining both nonspendable and restricted net resources. This amount can be determined by adding the committed, assigned, and unassigned fund balances.

IV. CLASSIFICATION OF FUND BALANCES

The school district shall classify its fund balances in its various funds in one or more of the following five classifications: nonspendable, restricted, committed, assigned, and unassigned.

V. MINIMUM FUND BALANCE

The school district will strive to maintain a minimum unassigned General Fund balance of 8 percent, which equates to 1 month of operating expenses, excluding Long-Term Facilities Maintenance (LTFM) expenses. This policy shall also apply to the administration of the Food Service Operating Fund and the Community Education Fund with proper consideration and adjustment to conform with reserve limits established by statute.

VI. ORDER OF RESOURCE USE

If resources from more than one fund balance classification could be spent, the school district will strive to spend resources from fund balance classifications in the following order (first to last): restricted, committed, assigned, and unassigned.

VII. COMMITTING FUND BALANCE

A majority vote of the School Board is required to commit a fund balance to a specific purpose and subsequently to remove or change any constraint so adopted by the Board.

VIII. ASSIGNING FUND BALANCE

The School Board, by majority vote, may assign fund balances to be used for specific purposes when appropriate. The Board also delegates the power to assign fund balances to the following: Superintendent and Assistant Superintendent for Finance and Operations.

An appropriation of an existing fund balance to eliminate a projected budgetary deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues satisfies the criteria to be classified as an assignment of fund balance.

IX. REVIEW

The School Board will conduct an annual review of the sufficiency of the minimum unassigned general fund balance level as part of the annual budgeting process.

Legal References: Statement No. 54 of the Governmental Accounting Standards Board

Cross References: ~~MSBA Service Manual, Chapter 7, Education Funding~~