

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

November 12, 2012

MISSION STATEMENT

The mission of the White Bear Lake Area School District, a leader in innovative education and community partnerships, is to ensure our students:

- **develop a love for learning,**
- **excel academically,**
- **are inspired to realize their dreams, and**
- **become engaged citizens with a global understanding**

by challenging each student with a dynamic, respectful and inclusive environment that nurtures the unique talents and abilities of every student.

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

To: Members of the School Board

From: Dr. Michael J. Lovett
Superintendent of Schools

Date: November 1, 2012

A Student Recognition will be held on Monday, November 12, 2012, at 6:30 p.m. in the Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A meeting of the White Bear Lake Area School Board will be held on **Monday, November 12, 2012** at 7:00 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

AGENDA

A. PROCEDURAL ITEMS

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

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. Public Forum will follow the Procedural Items on the agenda.
2. Public Forum will be open up to 30 minutes (3minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of public comments already expressed at the same meeting should be avoided.
3. Those wishing to address the Board should fill out the Public Forum Speaker Card and submit the card to the School Board clerk or other district official at the meeting
4. Questions may be asked on any topic, including those on the agenda.
5. School District policy and data privacy laws preclude the Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting could violate law or policy. Under School Board Policy 206, complaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the person submitting the complaint or concern.
6. An attempt will be made to answer questions addressed to the Board. In those cases where an answer is not provided, a phone call from an appropriate school district official will be made as a follow-up.

7. A handout on the purpose of School Board meetings and the meeting process is available at each School Board meeting.
8. Citizens may be asked to address the school board on a particular subject during the discussion of that item.
9. The School Board chairperson will attempt to reasonably honor requests to speak, but shall also exercise discretion with regard to time constraints and therefore may limit the number of requests to speak accordingly.

C. INFORMATION ITEMS

1. International Partnership Student Visit from Leipzig, Germany
2. Update on Secondary Guidance Model Implementation
3. Superintendent's Report

D. DISCUSSION ITEMS

1. First Reading of School Board Policy 205, Open Meeting and Closed Meetings
2. First Reading of Policy 206, Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations
3. First Reading of Policy 301, School District Administration
4. First Reading of Policy 302, Superintendent
5. First Reading of Policy 305, Policy Implementation
6. First Reading of Policy 306, Administrator Code of Ethics
7. First Reading of Policy 602, Organization of School Calendar and School Day
8. First Reading of Policy 611, Home Schooling
9. First Reading of Policy 701, Establishment and Adoption of School District Budget
10. First Reading of Policy 701.1, Modification of School District Budget
11. First Reading of Policy 702, Accounting
12. First Reading of Policy 703, Annual Audit

E. OPERATIONAL ITEMS

1. Action on Social Studies 9-12 Course Realignment
2. Action on Course Proposals for 2013-14
3. Action on Application for Student Activities Grant

4. Resolution Establishing Procedures for Reimbursement of Certain Expenditures from Proceeds of Future Bond Issues or Other Borrowing
5. Action on Lease Levy for Administrative Space at Lakeaires Elementary School
6. Action on Lease Levy for Administrative Space at Willow Lane Elementary School
7. Proposal to Support a Community Facilities Assessment
8. Action on 2012-13 Brosious Grants

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **November 12, 2012**
SUGGESTED DISPOSITION: **Procedural Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

Consent Agenda

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

RECOMMENDATION:

Approve the items listed on the Consent Agenda.

AGENDA ITEM: School Board Minutes
MEETING DATE: November 12, 2012
SUGGESTED DISPOSITION: Consent Agenda
CONTACT PERSON(S): Cathy Storey, School Board Clerk

Background:

The School Board minutes from last month's meeting are being presented for approval by the School Board.

Recommendation: Approve the minutes.

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

A meeting of the White Bear Lake Area School Board was held on Monday, October 8, 2012 at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEM

- 1 Vice-Chair Hiniker called the meeting to order at 7:01 p.m.
- 2 Roll Call- Present: ***Shevik, Storey, Chapman, Hiniker, Kimball, Newberg***
Absent: ***Swanson***
Ex-Officio: Lovett
Cabinet: Present – Daniels, Guenther, Law, Picha, Willcoxon
- 3 Pledge of Allegiance
- 4 Newberg moved, Kimball seconded to approve the agenda, with modification of tabling items D3-D7 until a later date. ***Voice vote: all ayes. Motion carried.***
- 5 Storey moved, Newberg seconded to approve the consent agenda consisting of:
 - approval of minutes of regular meeting on September 10, special meeting on September 24, and work-study session on September 24;
 - payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - passage of resolution to approve field trips;
 - passage of resolution to approve personnel issues to include:
 - **Resignations - Classified Staff**
Emy Harrington – Part-Time Cook, Hugo Elementary
Employed by District 624 since 02/27/2012
Effective Date: 09/28/2012
Holly Jorissen – Bus Driver, Bus Garage
Employed by District 624 since 09/15/2011
Effective Date: 08/06/2012
Kyle Straiton – Cultural Liaison, Normandy Park
Employed by District 624 since 07/01/2012
Effective Date: 09/05/2012
Mandyn Wilson – Health Assistant/Child Study, Matoska International
Employed by District 624 since 11/21/2011
Effective Date: 09/07/2012
 - **Release From Contract And Resignation – Certified Staff**
Kathleen Fitch – .6 Deaf/Hard of Hearing Teacher, Normandy Park
Employed by District 624 since 06/11/2007
Effective Date: If a suitable replacement is found.
 - **New Personnel – Classified Staff**
Kristine Anderson – Health Assistant/Child Study, Matoska International
\$16.55 /hr. 7.00 hrs. /day 149 days \$17,261.65
Effective Date: 09/24/2012

Cristina Castro – Part-Time Cook, Hugo Elementary

\$13.41 /hr. 2.50 hrs. /day 160 days \$5,364.00

Effective Date: 10/02/2012

Claire Deters – Program Assistant Leader, Lakeaires/Oneka Elementary

\$12.45 /hr. 5.75 hrs. /day 192 days \$13,744.80

Effective Date: 10/01/2012

Ray Flint III – Program Assistant Leader, Vadnais Heights Elementary

\$12.45 /hr. 2.75 hrs. /day 192 days \$6,573.60

Effective Date: 10/01/2012

Amber Fortier – Nurse Paraprofessional, North Campus

\$17.15 /hr. 6.50 hrs. /day 155 days \$17,278.63

Effective Date: 10/08/2012

➤ **New Personnel – Classified Staff**

Daniel Granger – Bus Driver, Bus Garage

Annual Salary \$13,206.68

Effective Date: 08/29/2012

Kelly Grant – LTS Instructional Assistant, Lakeaires Elementary

\$16.25 /hr. 5.00 hrs. /day 165 days \$13,406.25

Effective Date: 09/24/2012

Haley Halverson – LTS Instructional Assistant, Otter Lake Elementary

\$16.25 /hr. 5.00 hrs. /day 168 days \$13,650.00

Effective Date: 09/19/2012

Michele Koniszczyk – EL Assistant, Vadnais Hgts. /Willow Lane Elementary

\$16.25 /hr. 4.00 hrs. /day 121 days \$7,865.00

Effective Date: 10/01/2012

Nicole Lavalley – Computer/Playground Assistant/, Matoska International

\$16.05 /hr. 3.00 hrs. /day + \$15.55/ hr. 1.75 hrs. / day 178 days \$13,414.53

Effective Date: 09/10/2012

Robert Maccornak – Bus Driver, Bus Garage

Annual Salary \$14,191.02

Effective Date: 08/29/2012

Stephen Maciejny – Assistant Head Custodian Engineer – Matoska International

\$19.01 /hr. 8.00 hrs. / day + .25 SD 190 days \$29,275.20

Effective Date: 10/08/2012

Patti Price – Administrative Assistant-Senior Center, Normandy Park

\$16.55 /hr. 8.00 hrs. /day 200 days \$26,480.00

Effective Date: 09/24/2012

Orville Vaughn – Bus Driver, Bus Garage

Annual Salary \$15,104.84

Effective Date: 08/29/2012

Thai Yang – Custodian, Sunrise Middle School

\$16.16 /hr. 8.00 hrs. / day + .25 SD 193 days \$25,337.04

Effective Date: 10/03/2012

➤ **New Personnel – Foreign Exchange Teacher**

Jin Zhuang – Chinese Exchange Teacher, Various Buildings

Stipend \$4,000.00

Effective Dates: 09/10/2012 through 02/05/2013

➤ **New Personnel – Certified Staff**

Megan Luke – Play & Learn Teacher, Normandy Park

Annual Salary \$5,460.00

Effective Date: 10/01/2012

➤ **Long Term Substitutes – Certified Staff**

Lisa Esboldt – Elementary Teacher, Matoska International

Annual Salary \$6,836.04

Effective Dates: 11/05/2012 through 12/21/2012

Susan Fish – Elementary Teacher, Lakeaires Elementary

Annual Salary \$6,259.85

Effective Dates: 09/26/2012 through 11/09/2012

***Roll call vote: ayes: Shevik, Storey, Chapman, Hiniker, Kimball, Newberg;
nays- none; motion carried.***

B. OPEN FORUM – No one spoke at the Open Forum.

C. INFORMATION ITEMS

1. Update on Elementary World Language Program – John Leininger, principal at Matoska International School, Abigale Eikenbary, teacher at Matoska International School and Lai Lau, teacher at Lincoln Elementary and Vadnais Elementary Schools, provided an overview of what our students are experiencing this fall in our District's elementary schools with the implementation of World Languages.
2. Superintendent's Report – Dr. Lovett reported on the following:
 - Thanks to the students who attended tonight's meeting.
 - Parent Teacher conferences will be held throughout the District this Thursday, Friday and next Monday and Tuesday. All parents are urged to attend to connect with their student's teachers in person.
 - Homecoming 2012 was a big success! Thanks to all students, families and community members who came out to support the Bears during Homecoming week, including attend the parade and variety of athletic events.
 - Athletic events including fall playoffs are underway as the fall season wraps up in the next few weeks. Good luck to our teams!
 - Our fall musical, "Anything Goes" includes an award-winning cast, crew and choreographers along with senior Emily Nies who won the 2012 Triple Threat Best Actress Award from the Hennepin Theatre Trust Spotlight Musical Theatre Program and represented Minnesota at the National High School Musical Theatre Jimmy Awards in new York City this summer. Performances begin November 9. Tickets are available at The Nest in downtown White Bear Lake. Please call the Theater phone line at 651-653-2967 or www.wbltheater.com for more information.

Frankie Rossini, our Student Board Representative, provided an update on Bullying Prevention Month. A variety of activities are currently taking place throughout the District.

Additional information on the above may be found on the District website: www.isd624.org.

D. DISCUSSION ITEMS

1. Report on Enrollment Trends – Pete Willcoxon, Executive Director of Business Services, provided an update on District enrollment. Overall enrollment is up over last year.
2. Update on Proposed Tax Levy for 2013 – Pete Willcoxon reviewed the proposed 2013 tax levy information. The District's Truth in Taxation information will be presented at the December 10 regular School Board meeting.
3. First Reading of School Board Policy 205, Open Meeting and Closed Meetings Policy – Policy 205 was tabled for discussion at a later date.
4. First Reading of 206, Public Participation in School Board Meetings/Complaints about Persons at

School Board Meetings and Data Privacy Considerations - Policy 206 was tabled for discussion at a later date.

5. First Reading of 301, School District Administration - Policy 301 was tabled for discussion at a later date.
6. First Reading of 302, Superintendent - Policy 302 was tabled for discussion at a later date.
7. First Reading of 602, Organization of School Calendar and School Day - Policy 602 was tabled for discussion at a later date.
8. Annual Review of Superintendent - The Board provided comments on Dr. Lovett's recent Superintendent Evaluation.

E. OPERATIONAL ITEMS

1. Kimball motioned and Shevik seconded to approve the Bullying Prevention Curriculum recommended by the administration as described within the established 2012-13 curriculum budget. **Roll call vote: ayes: Shevik, Storey, Chapman, Hiniker, Kimball, Newberg; nays- none; motion carried.**
2. Newberg motioned and Storey seconded to approve the student teacher agreement for Southwest Minnesota State University as recommended by the administration and consistent with School Board Policy 499. **Roll call vote: ayes: Shevik, Storey, Chapman, Hiniker, Kimball, Newberg; nays- none; motion carried.**
3. Chapman motioned and Newberg seconded to approve the second reading of School Board Policy 101, Legal Status of the School District, as recommended. **Roll call vote: ayes: Shevik, Storey, Chapman, Hiniker, Kimball, Newberg; nays- none; motion carried.**
4. Chapman motioned and Newberg seconded to approve School Board Policy 202, School Board Officers as recommended by the administration. **Roll call vote: ayes: Shevik, Storey, Chapman, Hiniker, Kimball, Newberg; nays- none; motion carried.**
5. Chapman motioned and Newberg seconded to approve second reading and annual review of Policy 404, Employment Background Checks, and Criminal Background Check Forms - Employees and Volunteers as recommended. **Roll call vote: ayes: Shevik, Storey, Chapman, Hiniker, Kimball, Newberg; nays- none; motion carried.**

- F. BOARD FORUM** – Chapman recently attended Otter Lake's fifth grade trip to Deep Portage and felt it was a great experience and opportunity for our students. Newberg recently took an on-line course offered through Community Services and highly recommended community members look at the variety of course offerings provided here. Hiniker had also previously attended a fifth grade trip and encouraged all parents to take the opportunity to volunteer to attend with their child.

- G. ADJOURNMENT** - Newberg motioned and Shevik seconded to adjourn the meeting at 7:50 p.m. Voice vote: All ayes. Motion carried.

Submitted by: Cathy Storey, Clerk

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

A work-study session of the White Bear Lake Area School Board was held on Monday, October 22, 2012 at 5:30 p.m. in Room 201 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call To Order – Swanson called the meeting to order at 5:30 p.m.
2. Roll Call – Present: ***Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg***
Ex-Officio: Lovett
Cabinet: Present – Daniels, Guenther, Law, Picha, Vette, Willcoxon

B. DISCUSSION ITEMS

1. School Board and Superintendent Goals and Strategic Plan Updates
 - a. Orchestra Progress Update – Lisa Switzer, Program and Curriculum Development Coordinator, Shannon Anderson, teacher at South Campus, and Scott Keen, teacher at Willow Elementary and Matoska International School, presented an update on progress made towards the preliminary recommendation for adding an orchestra program beginning the 2013-14 school year.
 - b. Elementary World Language Update – David Law, Assistant Superintendent, provided an update on the timeline and outcomes for Phase II of the Elementary World Language Program Review for the 2012-13 school year.
2. Framework for Facility Study RFP and Participants – Dave Guenther, Director of Community Services and Recreation, provided information on the history and an update on the process for a request for proposal (RFP) that would be used to generate quotes for a new study on athletic facilities.
3. Curriculum
 - a. Recommendation for 9-12 Social Studies – Tim Wald, principal at South Campus, Nicole McGarthwaite, teacher at South Campus, and Lisa Switzer, presented the recommendation for meeting state standards by realigning class offerings and requirements in grades 9-12 effective 2013-14.
 - b. High School Course Proposals and Change Recommendations for 2013-14 – Lisa Switzer and Tim Wald overviewed the recommendations for course changes for the 2013-14 school year.
4. Review of Partnership Protocols – Dave Guenther reviewed the proposed documents developed by the partnership review committee to provide a system to engage in partnerships with various groups from the community. This is a direct outgrowth of Strategic Planning Strategy V.

5. Preliminary Review of 2011-12 Annual Report – Marisa Vette, Director of Communications and Community Relations, provided a preliminary review of the *2011-12 Annual Report to the Community*, a publication based upon the *2011-12 Annual Report on Curriculum, Instruction and Student Achievement* approved by the School Board in September as required by Minnesota Statutes. The District will mail the completed Annual Report to all District residents later this fall.
- C. **ADJOURNMENT** - Newberg motioned; Kimball seconded to adjourn the meeting at 7:43 p.m. **Voice vote: All ayes. Motion carried.**

Submitted by: Cathy Storey, Clerk

AGENDA ITEM: **Monthly Check Registers**
MEETING DATE: **November 12, 2012**
SUGGESTED DISPOSITION: **Consent Agenda**
CONTACT PERSON(S): **Pete Willcoxon Sr., Executive Director of Business Services**
Mary Vaske, Accountant

Background:

Enclosed in this packet are the monthly check registers for the previous period.

Recommendation:

Administration recommends that the Board approve the payments itemized in the check registers.

White Bear Lake Area Schools Electronic Transfers - October

	10/12/2012	10/15/2012	10/31/2011
State of MN - Unemployment Insurance	26,180.47		
Direct Deposit 336741-338094		1,620,138.75	
U.S. Treasury (FICA, Medicare, withholding)		554,250.28	
MN State Income Tax		99,126.58	
PERA		91,575.03	
TRA		232,680.14	
ING		3,833.69	
White Bear Lake Teacher's Association		33,112.92	
Direct Deposit 338095-339441			1,602,961.08
U.S. Treasury (FICA, Medicare, withholding)			543,837.72
MN State Income Tax			97,241.48
PERA			91,478.90
TRA			229,799.62
ING			3,833.69
White Bear Lake Teacher's Association			33,220.24
Extended Day Dues			645.00

Check Nbr	Vendor Name	Check Date	Check Amount
35037	1ST LINE/LEEWES VENTURES LLC	10/04/2012	1,023.00
35038	A M LEONARD INC	10/04/2012	179.98
35039	AARP DRIVER SAFETY PROGRAM	10/04/2012	280.00
35040	AARP DRIVER SAFETY PROGRAM	10/04/2012	368.00
35041	AARP DRIVER SAFETY PROGRAM	10/04/2012	332.00
35042	AARP DRIVER SAFETY PROGRAM	10/04/2012	186.00
35043	ACCESS COMMUNICATIONS INC	10/04/2012	1,221.36
35044	ACP DIRECT	10/04/2012	1,153.86
35045	ADAMS, LINDA	10/04/2012	80.52
35046	ADVANCED WIRELESS COMMUNICATIO	10/04/2012	489.98
35047	AGROPUR INC	10/04/2012	20,169.56
35048	ALBRECHT, GARY	10/04/2012	73.00
35049	ALCOPRO INC	10/04/2012	47.00
35050	AMAZE	10/04/2012	564.00
35051	AMAZON	10/04/2012	357.30
35052	AMAZON	10/04/2012	220.69
35053	AMERICAN MESSAGING	10/04/2012	107.76
35054	AMER RED CROSS	10/04/2012	526.00
35055	AMERICAN TIME & SIGNAL CO	10/04/2012	1,442.24
35056	AMI IMAGING SYSTEMS INC	10/04/2012	7,007.00
35057	ANDRAJACK, NICK	10/04/2012	119.00
35058	ANDRELIE, ALISSE	10/04/2012	96.00
35059	ANDRUS, MIKE	10/04/2012	62.00
35060	APPLIED ENVIRONMENTAL SCI INC	10/04/2012	5,004.45
35061	AMERICAN PHYSICAL THERAPY ASSO	10/04/2012	490.00
35062	AQUA ENGINEERING INC	10/04/2012	564.10
35063	AT & T MOBILITY	10/04/2012	1,377.70
35064	AUDUBON CENTER OF THE NORTH WO	10/04/2012	1,575.00
35065	BAILEY, ERIN	10/04/2012	60.00
35066	BARNETT WB CHRYSLER JEEP DODGE	10/04/2012	236.80
35067	BARNITT, JUDITH	10/04/2012	14.87
35068	THE BAZILLIONS	10/04/2012	300.00
35069	BEAR PATCH QUILTING CO	10/04/2012	1,977.00
35070	BENCHMARK EDUCATION COMPANY	10/04/2012	1,114.30
35071	BERENDS, LEANNE	10/04/2012	180.00
35072	BERRY BLENDZ - EDEN PRAIRIE	10/04/2012	847.50
35073	BEST BUY BUSINESS ADVANTAGE AC	10/04/2012	424.95
35074	BLICK ART MATERIALS	10/04/2012	141.48
35075	BLUEBIRD SCREEN PRINT	10/04/2012	350.90
35076	BRAMSCHER, JUDEE	10/04/2012	28.90
35077	BREDENBECK, KAREN M	10/04/2012	88.39
35078	BRENK, BARBARA ANN	10/04/2012	44.01
35079	BROCKWAY, TOM	10/04/2012	52.00
35080	BSN/PASSON'S/GSC SPORTS	10/04/2012	210.58
35081	BUSINESS & LEGAL RESOURCES	10/04/2012	1,700.00
35082	CAMBIUM LEARNING INC	10/04/2012	385.00
35083	CAPAN, NANCY	10/04/2012	632.70
35084	CARAVITIS, DEBRA K	10/04/2012	96.00
35085	CARLSON, ANDRE	10/04/2012	62.00
35086	CARNEGIE LEARNING INC	10/04/2012	1,472.50

Check Nbr	Vendor Name	Check Date	Check Amount
35087	CARTRIDGE CARE	10/04/2012	552.00
35088	CDW GOVERNMENT INC	10/04/2012	2,998.06
35089	CENGAGE LEARNING	10/04/2012	123.50
35090	CENTURY POWER EQUIPMENT	10/04/2012	17.84
35091	CENTURY SPORTS, INC	10/04/2012	3,395.97
35092	Vendor Continued Check	10/04/2012	0.00
35093	Vendor Continued Check	10/04/2012	0.00
35094	Vendor Continued Check	10/04/2012	0.00
35095	Vendor Continued Check	10/04/2012	0.00
35096	CJ DUFFY PAPER CO	10/04/2012	89,126.35
35097	CLARK, CINDY	10/04/2012	25.50
35098	CLINICARE CORP	10/04/2012	1,811.03
35099	CONSTRUCTION MANAGEMENT BUILDI	10/04/2012	53,000.00
35100	THE COLLEGE BOARD-MRO	10/04/2012	410.00
35101	COMCAST	10/04/2012	40.95
35102	COMMERICAL KITCHEN SERVICES	10/04/2012	25.44
35103	Vendor Continued Check	10/04/2012	0.00
35104	CONNEY SAFETY	10/04/2012	504.59
35105	CONSTRUCTIVE PLAYTHINGS	10/04/2012	919.76
35106	CONTINENTAL RESEARCH CORP	10/04/2012	2,707.60
35107	COOPER, MICHAEL	10/04/2012	83.00
35108	COOPS SPORTSWEAR	10/04/2012	1,715.00
35109	Vendor Continued Check	10/04/2012	0.00
35110	COPY IMAGES INC	10/04/2012	657.00
35111	COUNCIL FOR EXCEPTIONAL CHILDR	10/04/2012	208.00
35112	COURCHANE, ROBYN	10/04/2012	82.00
35113	CRAGUNS LODGE AND CONF CTR	10/04/2012	1,495.00
35114	CUB FOODS OF WHITE BEAR TWSHP	10/04/2012	623.74
35115	CULLEN, CRAIG	10/04/2012	47.49
35116	CUMMINS NPOWER LLC	10/04/2012	260.50
35117	CURRICULUM ASSOCIATES LLC	10/04/2012	133.56
35118	CUSTOM REFRIGERATION	10/04/2012	256.00
35119	D & A CONSULTING	10/04/2012	975.00
35120	Vendor Continued Check	10/04/2012	0.00
35121	Vendor Continued Check	10/04/2012	0.00
35122	Vendor Continued Check	10/04/2012	0.00
35123	DALCO CORPORATION	10/04/2012	17,675.68
35124	DARR, SHELLY	10/04/2012	54.00
35125	DARTS VMS INC	10/04/2012	61.02
35126	DAWN SIGN PRESS	10/04/2012	5,493.32
35127	DECKER INC	10/04/2012	845.94
35128	DEEP PORTAGE	10/04/2012	11,638.00
35129	DEGARDNER, RICK	10/04/2012	52.00
35130	DEJARLAIS, MARILYN	10/04/2012	24.65
35131	DELLWO, COLLEEN F	10/04/2012	226.75
35132	DEMCO INC	10/04/2012	155.48
35133	DENUCCI, MARY A	10/04/2012	68.08
35134	DERAAD, MAX D	10/04/2012	419.04
35135	DESTACHE, DAN	10/04/2012	47.45
35136	DH IT CONSULTING LLC	10/04/2012	461.25

Check Nbr	Vendor Name	Check Date	Check Amount
35137	DINGMANN, KURT	10/04/2012	83.00
35138	DIVERSIFIED SNACK DISTRIBUTION	10/04/2012	4,126.32
35139	DOMINOS PIZZA	10/04/2012	464.08
35140	DOMINOS PIZZA	10/04/2012	90.00
35141	DONATELLI'S	10/04/2012	1,160.14
35142	DRAKE, THOMAS	10/04/2012	116.55
35143	EASTVIEW HIGH SCHOOL	10/04/2012	120.00
35144	EBSCO SUBSCRIPTION SERVICES	10/04/2012	192.64
35145	EDUC DESIGN LLC	10/04/2012	1,416.00
35146	EDUCATION TO GO	10/04/2012	186.75
35147	EMEDCO COMPANY INC	10/04/2012	1,111.11
35148	ENGSTRAN, PAUL	10/04/2012	40.00
35149	ENVIROBATE	10/04/2012	300.00
35150	ERICKSON, KELLY A	10/04/2012	75.00
35151	ERIKS BIKE SHOP	10/04/2012	268.80
35152	F&N OPERATIONS LLC	10/04/2012	1,249.89
35153	FALL AGING CONFERENCE	10/04/2012	135.00
35154	FAST, LYNSEY A	10/04/2012	33.73
35155	Vendor Continued Check	10/04/2012	0.00
35156	FASTENAL COMPANY	10/04/2012	685.58
35157	FASTMODEL SPORTS TECH	10/04/2012	50.00
35158	FILIP, LOU	10/04/2012	124.00
35159	FIORAVANTI, MARC	10/04/2012	83.00
35160	FIRST STUDENT INC	10/04/2012	145,264.16
35161	FISHER, PHILLIP E	10/04/2012	1,183.82
35162	FLAGHOUSE INC	10/04/2012	390.10
35163	THE FLORAL TRUNK	10/04/2012	53.00
35164	FOREIGN CANDY COMPANY INC	10/04/2012	547.80
35165	FORESTLAND NURSERIES INC	10/04/2012	180.00
35166	FRA-DOR INC	10/04/2012	265.00
35167	FRANSEN, BRIAN J	10/04/2012	89.36
35168	FAIRVIEW SPORTS & ORTHOPEDIC C	10/04/2012	1,240.00
35169	FUHRMAN, SARAH	10/04/2012	30.43
35170	FULL LIFE AHEAD FOUNDATION	10/04/2012	26.95
35171	GALE	10/04/2012	83.00
35172	GALLUP INC	10/04/2012	1,200.00
35173	GAMBONI, RICHARD A	10/04/2012	47.90
35174	GARDEN & ASSOCIATES INC	10/04/2012	50.00
35175	GARVEY, PATRICIA	10/04/2012	17.29
35176	GENERAL PARTS LLC	10/04/2012	785.74
35177	GODFREY, KRISTI	10/04/2012	60.00
35178	GRAEN, KATHLEEN	10/04/2012	120.00
35179	GRAFFIC TRAFFIC LLC	10/04/2012	962.00
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35181	Vendor Continued Check	10/04/2012	0.00
35182	Vendor Continued Check	10/04/2012	0.00
35183	GRAINGER	10/04/2012	3,598.55
35184	GRANDMA'S BAKERY INC	10/04/2012	180.88
35185	GREAT RIVER OFFICE PRODUCTS	10/04/2012	27.90
35186	GREEN VALUE NURSERY INC	10/04/2012	483.30

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35187	GREEN, BRYAN	10/04/2012	124.00
35188	GROTH MUSIC CO	10/04/2012	75.01
35189	GUENTHER, LAURA L	10/04/2012	90.19
35190	Vendor Continued Check	10/04/2012	0.00
35191	HAAS MUSICAL INSTRUMENT REPAIR	10/04/2012	785.16
35192	HABCHANE, SAID	10/04/2012	44.00
35193	HAFFEMAN, TONYA	10/04/2012	10.00
35194	HANK, DAWN	10/04/2012	260.27
35195	HANSON, GORDY	10/04/2012	104.00
35196	HANSON, MARILYN	10/04/2012	195.91
35197	HARRIS, FRED	10/04/2012	83.00
35198	HARVARD EDUCATION PRESS	10/04/2012	185.15
35199	HAUGEN, CHRIS	10/04/2012	62.00
35200	HAZELDEN	10/04/2012	250.00
35201	HEATON, BRENDA	10/04/2012	34.37
35202	HEINEMANN	10/04/2012	1,798.50
35203	HIESTAND, DEBORAH A	10/04/2012	119.00
35204	HIGGINS, CONNIE	10/04/2012	135.00
35205	HIGH TECH KIDS	10/04/2012	60.00
35206	HOEFER, SHANE	10/04/2012	73.00
35207	HOFFBECK DENNIS	10/04/2012	119.00
35208	HOGAN, BARBARA	10/04/2012	355.00
35209	Vendor Continued Check	10/04/2012	0.00
35210	Vendor Continued Check	10/04/2012	0.00
35211	Vendor Continued Check	10/04/2012	0.00
35212	HOGLUND BUS AND TRUCK CO	10/04/2012	3,872.94
35213	HOME DEPOT CREDIT SERVICES	10/04/2012	247.70
35214	HOUGHTON MIFFLIN HARCOURT	10/04/2012	7,179.06
35215	HOULE, TOM	10/04/2012	62.00
35216	HSBC BUSINESS SOLUTIONS	10/04/2012	1,212.17
35217	HUFCOR MINNESOTA LLC	10/04/2012	15,864.00
35218	HUGO EQUIPMENT CO	10/04/2012	61.99
35219	HUGO FEED MILL & HARDWARE	10/04/2012	15.99
35220	HULKONEN, GORDON	10/04/2012	158.02
35221	HUNT, TODD	10/04/2012	65.00
35222	INTERMEDIATE SCHOOL DIST 917	10/04/2012	181.58
35223	ION INC	10/04/2012	26.94
35224	IXL LEARNING	10/04/2012	1,250.00
35225	J.P. COOKE COMPANY	10/04/2012	117.70
35226	JAYTECH INC	10/04/2012	310.09
35227	JOHN DEERE LANDSCAPES	10/04/2012	1,314.98
35228	JOHN DEERE FINANCIAL	10/04/2012	525.07
35229	JOHNSON, ELLY L	10/04/2012	40.18
35230	JOHNSON, SADIE R	10/04/2012	65.00
35231	JOHNSON, VIRGINIA C	10/04/2012	488.70
35232	Vendor Continued Check	10/04/2012	0.00
35233	K PEARSON MECHANICAL LLC	10/04/2012	17,687.88
35234	KATH FUEL OIL SERVICE CO	10/04/2012	28,762.20
35235	KENDALL, NICOLE M	10/04/2012	50.00
35236	KHANG, MAI SHOUA	10/04/2012	25.55

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35237	KIMBALL MIDWEST	10/04/2012	47.54
35238	KINDLIEN, CYNTHIA J	10/04/2012	222.00
35239	KIRKPATRICK, MEGAN E	10/04/2012	55.89
35240	KLEIN, KELLI	10/04/2012	200.00
35241	KLEIN, TIMOTHY	10/04/2012	200.00
35242	KNOPS, ROXANNE	10/04/2012	97.56
35243	KNOX, ROBERT	10/04/2012	49.00
35244	KNUTSON, CASSANDRA M	10/04/2012	47.56
35245	KOEHNEN, KAY	10/04/2012	49.00
35246	KOLNIAK, JOHN	10/04/2012	62.00
35247	KOVACICH, DAN	10/04/2012	26.56
35248	KOWALSKIS MARKET	10/04/2012	449.78
35249	KRALEWSKI, MARIANA	10/04/2012	180.00
35250	KREUSER, RODNEY J	10/04/2012	131.74
35251	KULLY SUPPLY COMPANY	10/04/2012	1,124.70
35252	L & D SIGN	10/04/2012	1,477.69
35253	LAKE SHORE LEARNING MATERIALS	10/04/2012	1,090.27
35254	LAMENS, CHARLES	10/04/2012	119.00
35255	LANE, JOSHUA L	10/04/2012	35.28
35256	LANGERS	10/04/2012	2,887.50
35257	LASHOMB, BRIAN	10/04/2012	248.00
35258	LAW, DAVID W	10/04/2012	330.78
35259	LAWSON PRODUCTS INC	10/04/2012	101.82
35260	LEARNING FORWARD	10/04/2012	428.00
35261	LEARNING A-Z	10/04/2012	140.90
35262	LEE, CHARLOTTE L	10/04/2012	239.00
35263	LIDS TEAM SPORTS	10/04/2012	974.83
35264	LIGHTHOUSE MANAGEMENT GROUP	10/04/2012	6,617.00
35265	LORENZ RECOGNITION CO	10/04/2012	734.00
35266	LOVAS, MICHAEL	10/04/2012	62.00
35267	LUND, BARBARA A	10/04/2012	58.37
35268	LYNER, AMY	10/04/2012	36.00
35269	M.A. APPAREL & PROMOTIONS	10/04/2012	271.86
35270	MAGNA-MATIC	10/04/2012	204.46
35271	MARIS LLC	10/04/2012	820.00
35272	MARSH, KATHERINE M	10/04/2012	47.45
35273	MARTIN-MCALLISTER	10/04/2012	1,050.00
35274	MASE	10/04/2012	697.00
35275	MASPA	10/04/2012	225.00
35276	MATHIESON, SARA	10/04/2012	21.25
35277	MAYER-JOHNSON LLC	10/04/2012	399.00
35278	MN CHEERLEADING COACHES ASSOC	10/04/2012	473.00
35279	MCCORMICK, CRISTIN	10/04/2012	79.00
35280	MCDERMOTT, MARTY	10/04/2012	52.00
35281	MCDONALD, MARIE	10/04/2012	19.55
35282	MCDONOUGH'S WATERJETTING AND	10/04/2012	1,486.25
35283	MCGOURTY, LESLIE R	10/04/2012	42.46
35284	MCGRANE, MARY E	10/04/2012	871.53
35285	MCGRAW, TIM	10/04/2012	674.34
35286	MCKAY, FRANK	10/04/2012	82.00

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35287	MCLAIN, GRETA	10/04/2012	2,617.50
35288	MCMAHON, MARGARET	10/04/2012	40.00
35289	MCNABB, MIKE	10/04/2012	62.00
35290	MCNICHOLS, LINDSEY	10/04/2012	25.00
35291	MCPHILLIPS BROS ROOFING CO	10/04/2012	216,900.00
35292	MN COUNCIL ON THE TEACHING	10/04/2012	200.00
35293	MERSCH, NICOLE A	10/04/2012	39.74
35294	METRO ECSU	10/04/2012	2,785.00
35295	METRO ECSU	10/04/2012	140.00
35296	MEUWISSEN DAVID	10/04/2012	48.95
35297	MICROFACS INC	10/04/2012	175.00
35298	MID CITY SERVICES - INDUSTRIAL	10/04/2012	1,376.26
35299	MIDWEST BUS PARTS INC	10/04/2012	649.29
35300	MILLIGAN, THERESA J	10/04/2012	12.75
35301	MINVALCO INC	10/04/2012	1,729.41
35302	MIXMI BRANDS INC	10/04/2012	273.00
35303	MN CONTINUING LEGAL EDUC (CLE)	10/04/2012	325.00
35304	MN COACHES INC	10/04/2012	6,795.00
35305	MN COUNCIL OF TEACHERS OF ENGL	10/04/2012	140.00
35306	MN DEPT OF HEALTH	10/04/2012	35.00
35307	MN DEPT OF LABOR & INDUSTRY	10/04/2012	100.00
35308	MN ELEVATOR INC	10/04/2012	445.99
35309	MN INDEPENDENT SCHOOL FORUM (M	10/04/2012	640.00
35310	MN TRANSPORTATION MUSEUM	10/04/2012	600.00
35311	MN UTILITIES & EXCAVATING	10/04/2012	45,689.30
35312	MN SCHOOL AGE CARE ALLIANCE	10/04/2012	60.00
35313	MOBILE RADIO ENGINEERING INC	10/04/2012	3,367.28
35314	MOGREN TURF LLP	10/04/2012	143.00
35315	MOORE, CYNTHIA	10/04/2012	919.00
35316	MOTT, RANDY	10/04/2012	82.00
35317	MOUNDS VIEW HIGH SCHOOL	10/04/2012	25.00
35318	MP NEXLEVEL LLC	10/04/2012	195.00
35319	MPLS PUBLIC SCHOOLS	10/04/2012	863.00
35320	MSNA	10/04/2012	45.00
35321	MUMBLEAU, ANGELA C	10/04/2012	160.44
35322	NAC MECHANICAL & ELECTRICAL SE	10/04/2012	2,733.86
35323	NASCO	10/04/2012	339.57
35324	NATL GEOGRAPHY CHALLENGE	10/04/2012	70.00
35325	NATL GEOGRAPHIC BEE	10/04/2012	100.00
35326	NCPERS MINNESOTA	10/04/2012	448.00
35327	NEUMANN, RYAN	10/04/2012	104.00
35328	NEXTEL COMMUNICATIONS	10/04/2012	959.46
35329	NGUYEN, QUAN	10/04/2012	133.00
35330	NIENHUIS MONTESSORI USA INC	10/04/2012	396.97
35331	NOLAN, KEITH	10/04/2012	244.00
35332	NORCENTRONIX DISTRIBUTING	10/04/2012	196.00
35333	NORDGREN, LINDA	10/04/2012	400.00
35334	Vendor Continued Check	10/04/2012	0.00
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35337	NORTH CENTRAL TRUCK EQUIPMENT	10/04/2012	5,442.86
35338	NORTHEAST METRO INTERMEDIATE D	10/04/2012	92,396.96
35339	NORTHERN GLASS & GLAZING	10/04/2012	2,520.00
35340	NORTHWEST YOUTH & FAMILY SERV	10/04/2012	21,010.48
35341	NORTON, EMILY L	10/04/2012	40.00
35342	Vendor Continued Check	10/04/2012	0.00
35343	OFFICE DEPOT	10/04/2012	764.51
35344	OJILE, JANE K	10/04/2012	36.08
35345	OKLOBZIJA, LUANNE P	10/04/2012	464.22
35346	OL MEXICO	10/04/2012	1,200.00
35347	OLSON, DAVID J	10/04/2012	187.58
35348	OLSONS SEWER SERVICE INC	10/04/2012	287.50
35349	OLSRUD, DANIELLE Y	10/04/2012	36.08
35350	OLYMPIC COMMUNICATIONS, INC.	10/04/2012	270.50
35351	Vendor Continued Check	10/04/2012	0.00
35352	ON SITE SANITATION INC	10/04/2012	1,120.00
35353	OPPENHEIM, JEFFREY B	10/04/2012	61.82
35354	ORBELL, RAY	10/04/2012	88.00
35355	ORIENTAL TRADING CO INC	10/04/2012	110.73
35356	OYEN, JENNIFER M	10/04/2012	135.55
35357	PAMS LUNCHROOM LLC	10/04/2012	6,845.60
35358	PARTS NOW ! LLC	10/04/2012	53.80
35359	PARTSMASTER	10/04/2012	70.55
35360	P B B S EQUIPMENT CORP	10/04/2012	402.66
35361	PEARSON EDUCATION INC	10/04/2012	795.39
35362	PELLETIER, DANIEL T	10/04/2012	83.00
35363	PERDUE, FREDA	10/04/2012	18.00
35364	PERFECTION LEARNING CORP	10/04/2012	26.90
35365	PETERSON, DEANNA C	10/04/2012	268.66
35366	PICHA, CHRISTINA K	10/04/2012	124.32
35367	PINE TREE APPLE ORCHARD	10/04/2012	400.50
35368	PIONEER REVERE	10/04/2012	575.00
35369	PITCHER, JULIE K	10/04/2012	104.84
35370	PITNEY BOWES PURCHASE POWER	10/04/2012	107.99
35371	PITNEY BOWES PURCHASE POWER	10/04/2012	1,500.00
35372	PITNEY BOWES INC	10/04/2012	112.96
35373	PLAISTED COMPANIES INC	10/04/2012	934.50
35374	PLASTER, MARK A	10/04/2012	157.62
35375	POLITZ, JORDAN	10/04/2012	119.00
35376	PREMIUM WATERS INC	10/04/2012	113.70
35377	PRESS PUBLICATIONS	10/04/2012	4,966.35
35378	PRESTWICK HOUSE INC	10/04/2012	2,674.83
35379	PROFESSIONAL TURF & RENOVATION	10/04/2012	5,640.00
35380	PROVENZANO, PAUL	10/04/2012	156.00
35381	PUODZIUNAS, DIANE M	10/04/2012	178.41
35382	QUALITY BUSINESS FORMS	10/04/2012	807.93
35383	RATWIK ROSZAK & MALONEY PA	10/04/2012	2,368.67
35384	REGION 10 LOW INCIDENCE	10/04/2012	70.00
35385	REIGSTAD, SHELBY	10/04/2012	106.00
35386	RENAISSANCE LEARNING INC	10/04/2012	1,652.62

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35387	RINK-TEC INTERNATIONAL INC	10/04/2012	1,826.64
35388	ROACH, KATIE	10/04/2012	82.00
35389	ROBERTS, STANLEY	10/04/2012	52.00
35390	ROBERT HALF TECH	10/04/2012	2,914.50
35391	ROBINSON, KATHRYN M	10/04/2012	128.22
35392	ROMOSER, CALEB R	10/04/2012	36.91
35393	ROSE, LORI J	10/04/2012	123.21
35394	RUDDY, JACQUELINE M	10/04/2012	59.40
35395	RUSTAND, AMBER J	10/04/2012	47.28
35396	SAFEWAY DRIVING SCHOOL	10/04/2012	8,820.00
35397	SAIKO, KATHY	10/04/2012	40.80
35398	SAM'S CLUB/GEMB	10/04/2012	3,489.48
35399	SAM'S CLUB/GEMB	10/04/2012	85.03
35400	SAUERS, TODD	10/04/2012	119.00
35401	SCANTRON CORPORATION	10/04/2012	1,363.47
35402	SCHLUENDER, BRIETTA M	10/04/2012	303.13
35403	Vendor Continued Check	10/04/2012	0.00
35404	SCHOLASTIC MAGAZINES	10/04/2012	2,694.89
35405	SCHOOL HEALTH CORP	10/04/2012	192.00
35406	SCHOOL SPECIALTY	10/04/2012	926.02
35407	SCHWALBE, ANNE L	10/04/2012	497.47
35408	SCHWARTZ, DAVID A	10/04/2012	42.18
35409	SECURITAS SEC SVCS USA INC	10/04/2012	3,140.80
35410	SEIDL-BOLTON, DANA	10/04/2012	60.00
35411	SENSORY UNIV	10/04/2012	45.50
35412	Vendor Continued Check	10/04/2012	0.00
35413	SENTRY SYSTEMS INC	10/04/2012	1,720.00
35414	SERENDIPITY ART AND DESIGN SER	10/04/2012	2,060.78
35415	SIMPLEXGRINNELL LP	10/04/2012	881.28
35416	SKIDMORE, CECELIA	10/04/2012	17.00
35417	SLATOR, KEVIN T	10/04/2012	140.00
35418	SMILEMAKERS INC	10/04/2012	14.87
35419	SCHOOL NUTRITION ASSOC (SNA)	10/04/2012	43.25
35420	SCHOOL NUTRITION ASSOC (SNA)	10/04/2012	43.25
35421	SNAP-ON TOOLS	10/04/2012	532.25
35422	SNELL, MICHAEL M	10/04/2012	12.91
35423	SPOONER, JAMES A	10/04/2012	88.00
35424	ST MARTIN, ANN E	10/04/2012	75.93
35425	ST PAUL RIVER CENTRE	10/04/2012	2,600.00
35426	STAR TRIBUNE	10/04/2012	32.50
35427	STARFALL PUBLICATIONS	10/04/2012	70.00
35428	STATE NEGOTIATORS	10/04/2012	250.00
35429	Vendor Continued Check	10/04/2012	0.00
35430	STATE SUPPLY CO	10/04/2012	2,032.31
35431	STAY TUNED	10/04/2012	570.00
35432	STEINER, WENDY	10/04/2012	310.00
35433	STIRLING, CONNIE	10/04/2012	224.22
35434	STRATEGIC EQUIPMENT & SUPPLY C	10/04/2012	17,200.00
35435	STREAMLINE DESIGN INC	10/04/2012	20,665.00
35436	SUMMERS, ANDREW	10/04/2012	13.50

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35437	SUMMIT PROFESSIONAL EDUC	10/04/2012	179.00
35438	SUOJA, WENDY	10/04/2012	92.72
35439	SYNOVIA	10/04/2012	1,228.00
35440	TAMARACK NATURE CENTER	10/04/2012	456.75
35441	TAMS-WITMARK MUSIC LIBRARY INC	10/04/2012	2,409.75
35442	TAOLY, RAJAR	10/04/2012	52.00
35443	TARGET BANK	10/04/2012	1,000.00
35444	TAYLOR, DONALD	10/04/2012	52.00
35445	TEACHERS CURRICULUM INSTITUTE	10/04/2012	3,492.50
35446	TEACHERS DISCOVERY	10/04/2012	107.00
35447	TELIN TRANSPORTATION GROUP LLC	10/04/2012	71.08
35448	TIERNEY BROTHERS INC	10/04/2012	1,131.02
35449	TIME FOR KIDS	10/04/2012	1,172.60
35450	TOUSSAINT, JANEL PHYLLIS	10/04/2012	49.95
35451	TRADE PRESS INC	10/04/2012	222.00
35452	TRAEGER, MARY	10/04/2012	10.71
35453	TRANE US INC	10/04/2012	2,991.50
35454	TRANS-MISSISSIPPI BIO SUPPLY	10/04/2012	123.94
35455	TRAVER, SHAWNA J	10/04/2012	160.98
35456	TRIO SUPPLY COMPANY	10/04/2012	11,425.31
35457	TROBEC BUS SERVICE INC	10/04/2012	1,670.00
35458	TRUSTED EMPLOYEES	10/04/2012	4,420.00
35459	TWIN CITY NURSERY INC	10/04/2012	79.00
35460	TWIN CITIES TRANSPORT & RECOVE	10/04/2012	175.00
35461	TWIN CITY OUTDOOR SERVICES	10/04/2012	6,751.00
35462	U.S. ENERGY SERVICES INC	10/04/2012	4,000.14
35463	UNIVERSITY OF IA	10/04/2012	150.00
35464	US FOODS CULINARY EQUIP & SUPP	10/04/2012	672.27
35465	VACATION SPORTS	10/04/2012	250.00
35466	VAIL, GAYLE	10/04/2012	17.00
35467	VER-TECH INC	10/04/2012	178.15
35468	VERIZON WIRELESS	10/04/2012	177.41
35469	VIKING ELECTRIC SUPPLY	10/04/2012	4,264.29
35470	VIKING TROPHIES	10/04/2012	149.25
35471	VIRCO INC	10/04/2012	748.80
35472	WALES ROBIN R	10/04/2012	131.83
35473	WALSWORTH PUBLISHING CO	10/04/2012	4,377.80
35474	WALTER, JOANNE	10/04/2012	29.00
35475	WALTERS REBUILDERS	10/04/2012	149.95
35476	WARGO NATURE CENTER	10/04/2012	1,310.00
35477	WHITE BEAR LOCKSMITH INC	10/04/2012	66.50
35478	WHITE BEAR AREA CHAMBER	10/04/2012	75.00
35479	WHITE BEAR LAKE (CITY OF)	10/04/2012	17,575.20
35480	WHITE BEAR LAKE CITY	10/04/2012	70.00
35481	WHITE BEAR LAKE SPORTS CENTER	10/04/2012	2,040.00
35482	WHITE BEAR LAKE TEACHERS ASSOC	10/04/2012	1,225.07
35483	WHITE BEAR LAKE UMPIRES ASSN	10/04/2012	3,600.00
35484	WELLNER LAW PLLC	10/04/2012	100.00
35485	WEST PAYMENT CENTER	10/04/2012	131.50
35486	WHALEN, KATIE	10/04/2012	60.00

Check Nbr	Vendor Name	Check Date	Check Amount
35487	WHOLE PERSON ASSOCIATES INC	10/04/2012	26.95
35488	WILDMAN HILAL, ANDREA L	10/04/2012	394.23
35489	WILLIAMS JR, LEE E	10/04/2012	80.76
35490	WINNICK SUPPLY	10/04/2012	227.25
35491	WOLTERS, MERRILY J	10/04/2012	169.60
35492	WSU WARRIOR CLUB	10/04/2012	150.00
35493	XCEL ENERGY	10/04/2012	45,685.29
35494	XIONG, GAOZER NANCY	10/04/2012	13.00
35495	XIONG, KA ZOUA	10/04/2012	59.71
35496	ZAPPA'S SPORTING GOODS	10/04/2012	5,400.00
35497	ZARAMBO, MARIA	10/04/2012	73.00
35498	ZHUANG, JIN	10/04/2012	800.00
462	Computer	Check(s) For a Total of	1,196,818.09

Check Nbr	Vendor Name	Check Date	Check Amount
32766	ROBINSON, KATHRYN M	10/04/2012	23.88
34335	METRO ECSU	10/04/2012	835.00
2	Void	Check(s) For a Total of	858.88

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	462	Computer	Checks For a Total of	1,196,818.09
Total For	462	Manual, Wire Tran, ACH & Computer Checks		1,196,818.09
Less	2	Voided	Checks For a Total of	858.88
		Net Amount		1,195,959.21

Check Nbr	Vendor Name	Check Date	Check Amount
35499	AIG	10/10/2012	5,212.99
35500	AMERICAN FUNDS	10/10/2012	65,507.87
35501	AMERICAN UNITED LIFE	10/10/2012	51,455.88
35502	AMERICAN UNITED LIFE	10/10/2012	174,875.00
35503	AMERIPRISE FINANCIAL SERVICES	10/10/2012	11,135.08
35504	AXA EQUITABLE	10/10/2012	26,390.39
35505	EDUCATION MN ESI BILLING TRUST	10/10/2012	17,575.00
35506	GURSTEL CHARGO ATTORNEYS AT LA	10/10/2012	507.00
35507	IUOE LOCAL 70	10/10/2012	2,081.28
35508	MESSERLI & KRAMER PA	10/10/2012	544.75
35509	METROPOLITAN LIFE	10/10/2012	3,528.12
35510	MN CHILD SUPPORT	10/10/2012	1,871.71
35511	MN DEPT OF REVENUE	10/10/2012	81.04
35512	PAPA MURPHY'S PIZZA	10/10/2012	67.91
35513	PAPA MURPHY'S PIZZA	10/10/2012	29.96
35514	SAM'S CLUB/GEMB	10/10/2012	916.29
35515	SCHOOL SERVICE EMPLOYEES	10/10/2012	5,504.55
35516	THREE RIVERS PARK DISTRICT	10/10/2012	660.00
35517	US DEPT OF EDUCATION	10/10/2012	350.64
35518	VANGUARD SMALL BUSINESS SERVIC	10/10/2012	18,671.34
35519	WBLA EDUCATIONAL FOUNDATION	10/10/2012	100.00
21	Computer	Check(s) For a Total of	387,066.80

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	21	Computer	Checks For a Total of	387,066.80
Total For	21	Manual, Wire Tran, ACH & Computer Checks		387,066.80
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		387,066.80

Check Nbr	Vendor Name	Check Date	Check Amount
35520	1ST LINE/LEEWES VENTURES LLC	10/18/2012	387.75
35521	916 EDUC FOUNDATION	10/18/2012	250.00
35522	AUTISM ASPERGER PUBLISHING CO	10/18/2012	21.00
35523	AARP DRIVER SAFETY PROGRAM	10/18/2012	354.00
35524	ABBOTT PAINT & CARPET INC	10/18/2012	10,224.03
35525	ABEE INC	10/18/2012	3,200.00
35526	ABRAMS LEARNING TRENDS	10/18/2012	98.95
35527	ACCESS COMMUNICATIONS INC	10/18/2012	3,664.83
35528	ACCURATE LABEL DESIGNS	10/18/2012	147.95
35529	ADVANCED WIRELESS COMMUNICATIO	10/18/2012	89.59
35530	AED SUPERSTORE ALLIED 100 LCC	10/18/2012	714.95
35531	ALLEN, JAMES	10/18/2012	62.00
35532	ALLIANCE OF THE STREETS	10/18/2012	47.50
35533	ALTENDORFER, MIKE	10/18/2012	90.00
35534	AMAZON	10/18/2012	458.01
35535	AMAZON	10/18/2012	761.59
35536	AMAZON	10/18/2012	447.95
35537	AMAZON	10/18/2012	1,133.66
35538	AMAZON	10/18/2012	50.81
35539	AMAZON	10/18/2012	174.52
35540	AMAZON	10/18/2012	485.81
35541	AMAZON	10/18/2012	98.96
35542	AMERICAN UNITED LIFE	10/18/2012	375.00
35543	AMERIPRIDE SERVICES	10/18/2012	622.13
35544	AMITY INSTITUTE	10/18/2012	1,500.00
35545	ANDERSON, MARGARET M	10/18/2012	29.97
35546	APPLE COMPUTER INC	10/18/2012	8,549.00
35547	APPLIED ENVIRONMENTAL SCI INC	10/18/2012	17,600.95
35548	ARCHIPELAGO LEARNING INC	10/18/2012	1,071.00
35549	ARMSTRONG HIGH SCHOOL	10/18/2012	220.00
35550	ARNESON, MARTHA	10/18/2012	49.00
35551	AVON BUSINESS FORMS & PROMOTIO	10/18/2012	428.40
35552	BABIASH, JENNIFER MAE	10/18/2012	171.88
35553	BAKKEN, JOANNA TOLENO	10/18/2012	75.00
35554	BANERDT, BARBARA A	10/18/2012	110.44
35555	BATENHORST, LYNSEY K	10/18/2012	180.93
35556	BATTERIES PLUS	10/18/2012	74.85
35557	BEMLOTT, KRISTIN	10/18/2012	65.00
35558	BENCHMARK EDUCATION COMPANY	10/18/2012	49,970.50
35559	BENTLEY, JEAN	10/18/2012	54.25
35560	BERG, LORI	10/18/2012	75.00
35561	BERGIN FRUIT AND NUT CO	10/18/2012	77.70
35562	BERKEN, JULIE	10/18/2012	11.60
35563	BEST BUY BUSINESS ADVANTAGE AC	10/18/2012	74.37
35564	BIEWER, JENNIFER	10/18/2012	100.40
35565	BUSINESS IMPACT GROUP	10/18/2012	7,315.44
35566	BILL WEIGEL SIGNS	10/18/2012	170.00
35567	BOE, MINDY	10/18/2012	60.00
35568	BOND, JENNIFER A	10/18/2012	46.38
35569	BRAKE & EQUIPMENT WAREHOUSE, I	10/18/2012	28.70

Check Nbr	Vendor Name	Check Date	Check Amount
35570	BROCKWAY, TOM	10/18/2012	156.00
35571	THE BUG COMPANY	10/18/2012	32.00
35572	BUREAU OF EDUCATION & RESEARCH	10/18/2012	225.00
35573	BUSINESS & LEGAL RESOURCES	10/18/2012	347.00
35574	CAMBIUM LEARNING INC	10/18/2012	40.00
35575	CAMBROOKE FOODS LLC	10/18/2012	152.92
35576	CAMP ST CROIX	10/18/2012	324.00
35577	CAMPBELL, CHRISTOPHER J	10/18/2012	140.00
35578	CARBONES PIZZA MAPLEWOOD	10/18/2012	113.80
35579	CAREY, MATTHEW	10/18/2012	62.00
35580	CARNEGIE LEARNING INC	10/18/2012	1,425.60
35581	CARTRIDGE CARE	10/18/2012	267.00
35582	CASHMAN ENTERPRISES	10/18/2012	770.17
35583	CAVE, LISA	10/18/2012	240.99
35584	CDW GOVERNMENT INC	10/18/2012	6,200.47
35585	CENTENNIAL HIGH SCHOOL ISD #12	10/18/2012	100.00
35586	CENTURY COLLEGE	10/18/2012	895.00
35587	CENTURLINK	10/18/2012	266.12
35588	CHAMPLIN PARK HIGH SCHOOL	10/18/2012	225.00
35589	CHAPPELL CENTRAL INC	10/18/2012	38,583.63
35590	THE CHILDREN'S THEATRE COMPANY	10/18/2012	1,214.00
35591	CHILDSWORK/CHILDSPLAY	10/18/2012	182.16
35592	CITI-CARGO & STORAGE CO INC	10/18/2012	210.00
35593	CJ DUFFY PAPER CO	10/18/2012	2,902.10
35594	CONSTRUCTION MANAGEMENT BUILDI	10/18/2012	36,113.84
35595	COCA-COLA BOTTLING MIDWEST CO	10/18/2012	2,014.80
35596	COMCAST	10/18/2012	70.95
35597	COMCAST	10/18/2012	70.95
35598	COMET SUPPLY	10/18/2012	77.09
35599	COMMAND CENTER	10/18/2012	638.35
35600	COMSTOCK & SONS INC	10/18/2012	7,988.00
35601	Vendor Continued Check	10/18/2012	0.00
35602	CONNEY SAFETY	10/18/2012	531.34
35603	CONSTRUCTION RESULTS CORP	10/18/2012	102,942.95
35604	CONTINENTAL RESEARCH CORP	10/18/2012	1,432.41
35605	COOK, BEKI	10/18/2012	250.00
35606	COOPS SPORTSWEAR	10/18/2012	1,242.00
35607	Vendor Continued Check	10/18/2012	0.00
35608	COPY IMAGES INC	10/18/2012	18,790.09
35609	Vendor Continued Check	10/18/2012	0.00
35610	COPY IMAGES INC	10/18/2012	1,301.81
35611	COPY SERVICE CORP	10/18/2012	348.00
35612	COURTNEY, MARK	10/18/2012	62.00
35613	CRADDOCK, ANDREW M	10/18/2012	62.00
35614	CRAGG, RICHARD	10/18/2012	88.90
35615	CROSSROAD CONSTRUCTION	10/18/2012	138.70
35616	CTB INC	10/18/2012	96,516.69
35617	CUB FOODS OF WHITE BEAR TWSHP	10/18/2012	1,250.00
35618	CUB FOODS OF WOODBURY	10/18/2012	385.64
35619	CULLIGAN BOTTLED WATER	10/18/2012	5.48

Check Nbr	Vendor Name	Check Date	Check Amount
35620	CUMMINS NPOWER LLC	10/18/2012	384.46
35621	CURRICULUM ASSOCIATES LLC	10/18/2012	80.95
35622	CYLKOWSKI, GREG	10/18/2012	52.00
35623	D'ENTREMONT, ELISE	10/18/2012	395.00
35624	Vendor Continued Check	10/18/2012	0.00
35625	Vendor Continued Check	10/18/2012	0.00
35626	DALCO CORPORATION	10/18/2012	11,220.56
35627	DANENBERG, NANCY	10/18/2012	176.74
35628	DANIELS, KATHLEEN	10/18/2012	438.11
35629	DEEN, DENISE	10/18/2012	303.04
35630	DEEP PORTAGE	10/18/2012	9,118.00
35631	DEGARDNER, RICK	10/18/2012	52.00
35632	DELTA EDUCATION	10/18/2012	141.57
35633	DEMCO, TIM	10/18/2012	62.00
35634	DEROSIER, JOHN	10/18/2012	146.72
35635	DEVETTER DESIGN GROUP	10/18/2012	10,094.86
35636	DIFFERENT ROADS TO LEARNING	10/18/2012	33.85
35637	DINGMANN, KURT	10/18/2012	62.00
35638	DMSE INC	10/18/2012	49.00
35639	DOMINOS PIZZA	10/18/2012	129.50
35640	DOMINOS PIZZA	10/18/2012	838.47
35641	DONATELLI'S	10/18/2012	857.00
35642	DOOR SERVICE COMPANY	10/18/2012	1,682.00
35643	DORNER, JULIE A	10/18/2012	31.36
35644	DOUGLAS, SANDRA L	10/18/2012	118.22
35645	DOW, BRIAN	10/18/2012	62.00
35646	DREXLER, BENJAMIN A	10/18/2012	57.54
35647	DUSTIN, JOSEPH J	10/18/2012	37.36
35648	DYNAVOX SYSTEMS LLC	10/18/2012	86.00
35649	E.L. REINHARDT COMPANY INC	10/18/2012	15.98
35650	EAST METRO INTEGRATION DIST 60	10/18/2012	43,636.04
35651	ECKROTH MUSIC	10/18/2012	2,641.70
35652	EDUCATION TO GO	10/18/2012	60.00
35653	EGEMO, PATRICIA ANN	10/18/2012	29.97
35654	ELBING, JESSICA L	10/18/2012	219.82
35655	ELLERTSON, MARISSA	10/18/2012	37.00
35656	EMEDCO COMPANY INC	10/18/2012	333.47
35657	EMI AUDIO	10/18/2012	1,580.39
35658	ENGSTRAN, STEVE	10/18/2012	180.00
35659	ENGSTRAN, TOM	10/18/2012	180.00
35660	ENTERTAINMENT PUBLICATIONS LLC	10/18/2012	890.00
35661	EPA AUDIO VISUAL INC	10/18/2012	7.38
35662	EPS/SCHOOL SPEC LITERACY	10/18/2012	34.00
35663	ERHARDT, GARY	10/18/2012	100.00
35664	ERHARDT, SCOTT D	10/18/2012	100.00
35665	ERICKSON, KELLY A	10/18/2012	39.26
35666	EYE ON EDUCATION	10/18/2012	35.95
35667	F&N OPERATIONS LLC	10/18/2012	193.66
35668	FAME AWARDS	10/18/2012	157.00
35669	FASTENAL COMPANY	10/18/2012	242.18

Check Nbr	Vendor Name	Check Date	Check Amount
35670	FASTENATION INC	10/18/2012	396.34
35671	FEDEX	10/18/2012	367.29
35672	FERRERI, LOU	10/18/2012	392.00
35673	FESTIVAL FOODS-KNOWLAN'S	10/18/2012	515.19
35674	FILIP, LOU	10/18/2012	62.00
35675	FINK, AVIS	10/18/2012	300.52
35676	FIORAVANTI, MARC	10/18/2012	62.00
35677	FIRST STUDENT INC	10/18/2012	139,645.80
35678	FISHER SCIENTIFIC	10/18/2012	210.99
35679	FLINN SCIENTIFIC INC	10/18/2012	73.67
35680	FOLLETT SOFTWARE COMPANY	10/18/2012	46.42
35681	FOREIGN CANDY COMPANY INC	10/18/2012	410.17
35682	FRA-DOR INC	10/18/2012	487.50
35683	FRATTALONES HARDWARE STORES	10/18/2012	1,146.44
35684	FREE SPIRIT PUBLISHING CO	10/18/2012	72.42
35685	FRIESE, TIM	10/18/2012	124.00
35686	FROGNER, JANINE	10/18/2012	53.76
35687	FROST, LORI J	10/18/2012	149.95
35688	G&K SERVICES	10/18/2012	601.52
35689	GALLAGHERS NORTHWESTERN TIRE C	10/18/2012	2,404.34
35690	GAMBONI PATRICIA	10/18/2012	40.00
35691	GASTHAUS BAVARIAN HUNTER	10/18/2012	711.65
35692	GELDERMAN, DANIEL S	10/18/2012	46.62
35693	GEMINI LETTERS & SIGNS	10/18/2012	47.95
35694	GENERAL SECURITY SERVICES CORP	10/18/2012	16,799.49
35695	GENERAL PARTS LLC	10/18/2012	1,799.72
35696	GENERAL SHEET METAL	10/18/2012	87,962.94
35697	GLYNN, TOM	10/18/2012	52.00
35698	GOLDCOM INC	10/18/2012	438.14
35699	GOPHER	10/18/2012	436.10
35700	GRAFFIC TRAFFIC LLC	10/18/2012	518.00
35701	Vendor Continued Check	10/18/2012	0.00
35702	GRAINGER	10/18/2012	1,037.92
35703	GRANDMA'S BAKERY INC	10/18/2012	90.24
35704	GREAT RIVER OFFICE PRODUCTS	10/18/2012	85.68
35705	Vendor Continued Check	10/18/2012	0.00
35706	GREATAMERICA LEASING CORP	10/18/2012	1,734.26
35707	GREEN, BARBARA J	10/18/2012	195.30
35708	GREEN, BRYAN	10/18/2012	62.00
35709	GREENHALGH, MICHELE S	10/18/2012	25.81
35710	GREENBAUM, MIKE	10/18/2012	105.00
35711	Vendor Continued Check	10/18/2012	0.00
35712	GROTH MUSIC CO	10/18/2012	1,401.88
35713	GRUN, SUSAN L	10/18/2012	58.97
35714	GULLICK, DANIEL E	10/18/2012	84.36
35715	GUTIERREZ, BENJAMIN	10/18/2012	119.00
35716	HALDEMAN HOMME INC	10/18/2012	4,490.00
35717	Vendor Continued Check	10/18/2012	0.00
35718	HALLBERG ENGINEERING INC	10/18/2012	18,101.33
35719	HAMMEKEN, GRACIELA E	10/18/2012	416.08

Check Nbr	Vendor Name	Check Date	Check Amount
35720	HAMPTON INN	10/18/2012	2,555.61
35721	HANDWRITING WITHOUT TEARS	10/18/2012	527.45
35722	HANKINS, RYAN	10/18/2012	90.00
35723	HANSON, GORDY	10/18/2012	52.00
35724	HANSON, MARILYN	10/18/2012	80.00
35725	HARAM, JODI	10/18/2012	12.15
35726	HAUGEN, CHRIS	10/18/2012	62.00
35727	HAUTMAN, JILLIAN M	10/18/2012	94.90
35728	HAZELDEN	10/18/2012	250.00
35729	HEALY AWARDS INC	10/18/2012	973.99
35730	HEIDE, SHERRY	10/18/2012	105.62
35731	HENNEPIN THEATRE TRUST	10/18/2012	100.00
35732	HENSLEY, MARIANNE	10/18/2012	70.00
35733	HERC-U-LIFT	10/18/2012	462.50
35734	HICKOK, WILLIAM	10/18/2012	82.00
35735	HIGGINS, SHEILA	10/18/2012	93.20
35736	HILLYER, MARY ANN	10/18/2012	19.00
35737	HIRSCH, JAMES	10/18/2012	225.00
35738	HISDAHL INC	10/18/2012	393.00
35739	HOBART SERVICE	10/18/2012	131.25
35740	HOEFER, SHANE	10/18/2012	73.00
35741	HOFFBECK DENNIS	10/18/2012	119.00
35742	HOFTIEZER, MICHELLE R	10/18/2012	79.92
35743	HOGAN, BARBARA	10/18/2012	10.00
35744	Vendor Continued Check	10/18/2012	0.00
35745	Vendor Continued Check	10/18/2012	0.00
35746	Vendor Continued Check	10/18/2012	0.00
35747	HOGLUND BUS AND TRUCK CO	10/18/2012	3,582.74
35748	HOUGHTON MIFFLIN HARCOURT	10/18/2012	1,371.90
35749	HOULE, EUGENE	10/18/2012	30.00
35750	HOYER, MARCUS C	10/18/2012	30.00
35751	HSBC BUSINESS SOLUTIONS	10/18/2012	716.57
35752	HUDL	10/18/2012	400.00
35753	Vendor Continued Check	10/18/2012	0.00
35754	Vendor Continued Check	10/18/2012	0.00
35755	Vendor Continued Check	10/18/2012	0.00
35756	Vendor Continued Check	10/18/2012	0.00
35757	IFD	10/18/2012	89,918.58
35758	INDIANA DEV TRAINING CTR OF LA	10/18/2012	2,797.02
35759	INSTITUTE FOR MULTI SENSORY ED	10/18/2012	1,012.75
35760	INTEGRA TELECOM	10/18/2012	319.02
35761	INTL BACCALAUREATE ORGANIZATIO	10/18/2012	6,990.00
35762	ISD #181 BRAINERD	10/18/2012	166.97
35763	ISD #318 GRAND RAPIDS	10/18/2012	312.40
35764	ISD #621 MOUNDS VIEW SCHOOL DI	10/18/2012	100.00
35765	IVEY, JEFFREY D	10/18/2012	67.72
35766	Vendor Continued Check	10/18/2012	0.00
35767	JAYTECH INC	10/18/2012	12,700.39
35768	Vendor Continued Check	10/18/2012	0.00
35769	JIMMY JOHNS #869	10/18/2012	654.10

Check Nbr	Vendor Name	Check Date	Check Amount
35770	JOHNSON, JUDITH ANN	10/18/2012	251.00
35771	JOHNSON, MELISSA	10/18/2012	100.00
35772	JW PEPPER & SON INC	10/18/2012	43.00
35773	K PEARSON MECHANICAL LLC	10/18/2012	1,474.50
35774	K12 TRANSPORTATION MGMT SERVIC	10/18/2012	700.00
35775	KARSTEN, JOEL	10/18/2012	690.00
35776	KASSETH, NANCY	10/18/2012	160.66
35777	KATH FUEL OIL SERVICE CO	10/18/2012	35,132.07
35778	KEINTZ, JASON	10/18/2012	65.00
35779	KELVIN LP	10/18/2012	673.97
35780	KHALIF, ISMID	10/18/2012	100.00
35781	KIMBALL MIDWEST	10/18/2012	592.80
35782	KIMLINGER, THOMAS	10/18/2012	118.77
35783	KITTS, HARRY	10/18/2012	251.00
35784	KIVA MICROFUNDS	10/18/2012	1,050.00
35785	KNOW THEATRE OF CINCINNATI	10/18/2012	1,020.00
35786	KNOWBUDDY RESOURCES	10/18/2012	139.75
35787	KNUTSON FLYNN & DEANS PA	10/18/2012	768.75
35788	KOEHLER, KARYN	10/18/2012	80.00
35789	KONG, YEE	10/18/2012	38.02
35790	KOWALSKIS MARKET	10/18/2012	152.15
35791	KRUEGER, LAURA	10/18/2012	50.00
35792	KUYPERS, LEAH	10/18/2012	46.01
35793	KWAPICK, JERRY	10/18/2012	155.00
35794	KWAPICK, LINDA M	10/18/2012	120.00
35795	LAKESHORE LEARNING MATERIALS	10/18/2012	834.91
35796	LAKEVILLE NORTH HIGH SCHOOL	10/18/2012	250.00
35797	LANDS BEST FOODS	10/18/2012	2,504.75
35798	LANGERS	10/18/2012	455.00
35799	LARSON, KAY	10/18/2012	30.00
35800	LASHOMB, BRIAN	10/18/2012	62.00
35801	LEICK, LINDA M	10/18/2012	74.97
35802	LEVINS, ANNA	10/18/2012	105.00
35803	LEVINE, ANNE E	10/18/2012	258.33
35804	LIDS TEAM SPORTS	10/18/2012	726.10
35805	LIFETIME MEMORY PRODUCTS	10/18/2012	504.66
35806	LINDER, ROB	10/18/2012	62.00
35807	LOFFLER COMPANIES INC	10/18/2012	1,787.29
35808	LOVETT, MICHAEL J	10/18/2012	465.80
35809	LSI CORP OF AMERICA INC	10/18/2012	23,298.75
35810	L T G POWER EQUIPMENT	10/18/2012	13.64
35811	M-F ATHLETIC CO INC	10/18/2012	1,059.60
35812	MAHS/MASC	10/18/2012	100.00
35813	MAILFINANCE INC	10/18/2012	445.71
35814	MAKEMUSIC INC	10/18/2012	212.00
35815	MALLOY/MONTAGUE/KARNOWSKI & CO	10/18/2012	4,500.00
35816	MANKE, ANNE	10/18/2012	72.97
35817	MARRCH	10/18/2012	179.00
35818	MASE	10/18/2012	410.00
35819	MN ASSOC OF SECONDARY SCHOOL P	10/18/2012	150.00

Check Nbr	Vendor Name	Check Date	Check Amount
35820	MATZKE, ANNE M	10/18/2012	57.14
35821	MAYER, KATE	10/18/2012	105.00
35822	MBCA CLINIC	10/18/2012	600.00
35823	MN CENTER FOR BOOK ARTS	10/18/2012	430.96
35824	MCCORMICK, JUANITA H	10/18/2012	249.00
35825	MCGRAW, MELISSA	10/18/2012	40.00
35826	MCMAHON, MARGARET	10/18/2012	430.00
35827	MCQUAY INTL	10/18/2012	1,392.38
35828	MEINKE, CRAIG	10/18/2012	105.00
35829	MENOPAUSE CENTER OF MN	10/18/2012	47.50
35830	MERHAR, BRIAN	10/18/2012	53.50
35831	MERRITT, BILL	10/18/2012	83.00
35832	MERRIAM, GENE	10/18/2012	83.00
35833	MERZER MALP, SHEILA	10/18/2012	1,080.00
35834	METRO ECSU	10/18/2012	459.00
35835	METRO TRANSIT (MCTO)	10/18/2012	262.50
35836	MEUWISSEN, PAUL	10/18/2012	124.00
35837	MIDAMERICA ADMIN & RETIREMENT	10/18/2012	3,681.25
35838	MIDTHUN, CAROL	10/18/2012	72.90
35839	MIDWEST BUS PARTS INC	10/18/2012	169.08
35840	MIELKE, SUSAN	10/18/2012	75.00
35841	MILES, MARY T	10/18/2012	492.62
35842	MINNEAPOLIS SOUTH HIGH SCHOOL	10/18/2012	175.00
35843	MINNSPRA	10/18/2012	150.00
35844	MINVALCO INC	10/18/2012	1,217.58
35845	MN MIDDLE SCHOOL ASSOC	10/18/2012	250.00
35846	MN CONTINUING LEGAL EDUC (CLE)	10/18/2012	325.00
35847	MN EDUCATION JOB FAIR	10/18/2012	910.00
35848	MN ELEVATOR INC	10/18/2012	290.77
35849	MN HISTORICAL SOCIETY	10/18/2012	125.00
35850	MN HISTORICAL SOCIETY	10/18/2012	880.00
35851	MN MOBILE TELEPHONE CO INC	10/18/2012	99.00
35852	MN PREMIER PUBLICATIONS	10/18/2012	700.00
35853	MN WANNER COMPANY	10/18/2012	74.61
35854	MN WRESTLING EVENTS, LLC	10/18/2012	250.00
35855	MN NONPUBLIC SCHOOL ACCREDITIN	10/18/2012	285.00
35856	MODERN FENCE & CONST INC	10/18/2012	3,100.00
35857	MOLITOR, JOYCE	10/18/2012	240.99
35858	MORITZ, CLAIRE S	10/18/2012	240.41
35859	MOTT, RANDY	10/18/2012	82.00
35860	MPLS PUBLIC SCHOOLS	10/18/2012	2,980.83
35861	MUNDELL, KARLA J	10/18/2012	96.01
35862	MURPHY, LYNNE	10/18/2012	90.00
35863	MUSEUM OF SCIENCE	10/18/2012	2,541.25
35864	NAC MECHANICAL & ELECTRICAL SE	10/18/2012	21,546.00
35865	NASVIK, CRAIG S	10/18/2012	226.04
35866	NATL SOCIAL STUDIES LEAGUE	10/18/2012	95.00
35867	NELSON, ALISSA	10/18/2012	8.20
35868	NELSON, MARGARET R	10/18/2012	70.06
35869	NETCHEMIA	10/18/2012	9,600.00

Check Nbr	Vendor Name	Check Date	Check Amount
35870	NEUMANN, RYAN	10/18/2012	104.00
35871	NEW WAY HYPNOSIS CLINC INC	10/18/2012	352.00
35872	NGUYEN, PHONG	10/18/2012	5.99
35873	NICE, KATIE	10/18/2012	65.40
35874	NOHR, KATIE J	10/18/2012	1,285.39
35875	NOLAN, KEITH	10/18/2012	52.00
35876	Vendor Continued Check	10/18/2012	0.00
35877	NORTH CENTRAL TRUCK EQUIPMENT	10/18/2012	4,450.93
35878	NORTHEAST METRO INTERMEDIATE D	10/18/2012	34,078.70
35879	NOVACOAST	10/18/2012	800.00
35880	NOVAK, JANICE S	10/18/2012	440.00
35881	NYBERG, JOHN	10/18/2012	105.00
35882	O'ROURKE, JULIE	10/18/2012	169.36
35883	OFFICE DEPOT	10/18/2012	426.47
35884	THE OFFICE DEALER	10/18/2012	64.44
35885	OFFICEMAX INCORPORATED	10/18/2012	139.99
35886	OKLOBZIJA, LUANNE P	10/18/2012	1,017.00
35887	OKONGWU, ANTHONY	10/18/2012	104.00
35888	OLERUD, JODY	10/18/2012	40.00
35889	OLSON, DAVID J	10/18/2012	39.67
35890	OLSON, JEANINE	10/18/2012	199.15
35891	OLSON LISA	10/18/2012	138.87
35892	ONE WAY FURNITURE	10/18/2012	99.00
35893	OPPENHEIM, JEFFREY B	10/18/2012	99.47
35894	ORBELL, RAY	10/18/2012	96.00
35895	ORDWAY CENTER FOR PERFORMING	10/18/2012	17.50
35896	OXYGEN SERVICE CO INC	10/18/2012	21.60
35897	PACER CENTER INC	10/18/2012	100.00
35898	PAI, ANANTH P	10/18/2012	215.69
35899	PAN-O-GOLD	10/18/2012	3,487.13
35900	PANEK, MIKE	10/18/2012	50.00
35901	PARKOS CONSTRUCTION CO INC	10/18/2012	70,862.73
35902	PARTNERS FOR LEARNING	10/18/2012	199.00
35903	PARTS ASSOC INC	10/18/2012	559.28
35904	PAUL VADNAIS PLUMBING & WELL	10/18/2012	488.00
35905	PEARSON, JILL M	10/18/2012	81.59
35906	PELLETIER, DANIEL T	10/18/2012	62.00
35907	PERKINS, JASON P	10/18/2012	83.00
35908	PETERSON, BETSY J	10/18/2012	223.00
35909	PETROVIA, APRILLE	10/18/2012	105.00
35910	PHI DELTA KAPPA INTL	10/18/2012	90.00
35911	PHYSICS WORKS LLC	10/18/2012	380.00
35912	PICHA, CHRISTINA K	10/18/2012	507.86
35913	PITSCO INC	10/18/2012	65.90
35914	PLAISTED, KAYNA R	10/18/2012	46.62
35915	POKORNY, MARY	10/18/2012	808.59
35916	POLAR CHEVROLET MAZDA	10/18/2012	268.77
35917	POLYLINE CORP	10/18/2012	142.89
35918	POSITIVE PROMOTIONS	10/18/2012	235.90
35919	POSSEHL, KIRK K	10/18/2012	400.00

Check Nbr	Vendor Name	Check Date	Check Amount
35920	POSTMASTER	10/18/2012	551.86
35921	POWELL, JESSICA	10/18/2012	125.00
35922	PRATT, SUSAN	10/18/2012	105.00
35923	PRAXAIR DISTRIBUTION INC	10/18/2012	116.98
35924	PREISLER, PAM	10/18/2012	90.00
35925	PRESS PUBLICATIONS	10/18/2012	49.00
35926	PRESS PUBLICATIONS	10/18/2012	99.05
35927	PRIOR LAKE HIGH SCHOOL	10/18/2012	140.00
35928	PROGRESSIVE BUSINESS PUBL	10/18/2012	94.56
35929	PROVENZANO, PAUL	10/18/2012	104.00
35930	R & R SPECIALTIES INC	10/18/2012	1,411.00
35931	RAK CONSTRUCTION INC	10/18/2012	9,500.00
35932	READ NATURALLY INC	10/18/2012	1,267.20
35933	REALLY GOOD STUFF INC	10/18/2012	344.86
35934	REANEY, MALANIE M	10/18/2012	52.50
35935	RED BALLOON BOOKSHOP	10/18/2012	12.77
35936	REEVES, BROOKE	10/18/2012	385.00
35937	REGION 4AA SOCCER	10/18/2012	3,662.00
35938	REINHARDT & SONS PAINTING	10/18/2012	8,455.00
35939	RICK, CHRIS	10/18/2012	62.00
35940	RICOH AMERICAS CORP	10/18/2012	426.07
35941	RINK-TEC INTERNATIONAL INC	10/18/2012	1,285.79
35942	RITTENHOUSE, EMILY L	10/18/2012	240.00
35943	RM COTTON COMPANY	10/18/2012	123.40
35944	ROACH, KATIE	10/18/2012	82.00
35945	ROOF SPEC INC	10/18/2012	250.00
35946	ROSEVILLE AREA SCHOOLS	10/18/2012	15,525.99
35947	ROSEVILLE AREA HIGH SCHOOL	10/18/2012	175.00
35948	ROTHER, JULIE N	10/18/2012	57.26
35949	RUIZ JR, TONY	10/18/2012	56.00
35950	S & T OFFICE PRODUCTS INC	10/18/2012	247.06
35951	SAFEWAY DRIVING SCHOOL	10/18/2012	5,040.00
35952	SAGE PUBLICATIONS INC	10/18/2012	33.90
35953	SALZMAN, SHARI	10/18/2012	90.00
35954	SAM'S CLUB/GEMB	10/18/2012	404.54
35955	SCAN AIR FILTER INC	10/18/2012	5,536.30
35956	SCHMIT, JEFF	10/18/2012	82.00
35957	SCHMITT MUSIC COMPANY	10/18/2012	180.40
35958	SCHOLASTIC INC	10/18/2012	3,270.00
35959	SCHOLASTIC INC	10/18/2012	91.09
35960	SCHOLASTIC MAGAZINES	10/18/2012	169.84
35961	SCHOLASTIC PRODUCTS	10/18/2012	48.00
35962	SCHOOL HEALTH CORP	10/18/2012	229.96
35963	SCHOOL SPECIALTY	10/18/2012	136.00
35964	SCHOOL TOOLS TV	10/18/2012	50.00
35965	SCHOOLIDENTITY.COM	10/18/2012	498.00
35966	SCHWIRTZ, BRENDON M	10/18/2012	171.05
35967	SEARS COMMERCIAL ONE	10/18/2012	125.98
35968	SECURITAS SEC SVCS USA INC	10/18/2012	1,208.00
35969	SENTRY SYSTEMS INC	10/18/2012	7,863.00

Check Nbr	Vendor Name	Check Date	Check Amount
35970	SERVATIUS LISA	10/18/2012	100.00
35971	SHIFFLER EQUIPMENT SALES INC	10/18/2012	199.75
35972	SHIMEK, TRACY	10/18/2012	60.00
35973	SHOPLET	10/18/2012	137.25
35974	SHRED-IT USA - MINNEAPOLIS	10/18/2012	1,054.23
35975	SIMONS, GEORGE	10/18/2012	82.00
35976	SIMSHAUSER, KIMBERLY P	10/18/2012	198.70
35977	SKURDALSVOLD, ABIGAIL E	10/18/2012	188.44
35978	SCHOOL NUTRITION ASSOC (SNA)	10/18/2012	11.00
35979	SNAP-ON TOOLS	10/18/2012	18.50
35980	SOUTHEASTERN PERFORMANCE APPAR	10/18/2012	383.06
35981	SOUTHWEST HIGH SCHOOL	10/18/2012	120.00
35982	SPECIALTY CASES	10/18/2012	372.00
35983	SPERLING, TIFFANY	10/18/2012	160.00
35984	SPRINGSTED INCORPORATED	10/18/2012	2,875.00
35985	ST CATHERINE UNIVERSITY	10/18/2012	800.00
35986	ST PAUL LINOLEUM & CARPET COMP	10/18/2012	4,337.70
35987	ST PAUL AREA ATHENA AWARDS	10/18/2012	75.00
35988	Vendor Continued Check	10/18/2012	0.00
35989	STAPLES ADVANTAGE	10/18/2012	9,202.44
35990	STAR TRIBUNE NIE	10/18/2012	95.00
35991	STATE SUPPLY CO	10/18/2012	813.03
35992	STATION 51 PRODUCTIONS	10/18/2012	4,475.00
35993	STENGLEIN, PAUL	10/18/2012	100.00
35994	STILLWATER HIGH SCHOOL	10/18/2012	85.00
35995	STILLWATER EXPRESS SOLUTIONS	10/18/2012	200.00
35996	STIRLING, CONNIE	10/18/2012	180.00
35997	STURGES, SHANE	10/18/2012	82.00
35998	SUKO, PAT	10/18/2012	1,536.74
35999	SUMMIT PROFESSIONAL EDUC	10/18/2012	358.00
36000	SUN COUNTRY AIRLINES	10/18/2012	375.00
36001	SUNLIGHT PROMOTIONS	10/18/2012	450.00
36002	SUPERIOR STRIPING INC	10/18/2012	640.00
36003	SWENSON, CYNTHIA L	10/18/2012	113.05
36004	TAMARACK NATURE CENTER	10/18/2012	1,459.50
36005	TDS METROCOM - MN	10/18/2012	6,876.69
36006	TERNES, KELLY	10/18/2012	52.00
36007	THINK SOCIAL PUBLISHING INC	10/18/2012	27.78
36008	THOMPSON, MARUTA A	10/18/2012	79.37
36009	THYSENKRUPP ELEVATOR CORP	10/18/2012	633.89
36010	TIGER OAK PUBLICATIONS	10/18/2012	550.00
36011	TIME FOR KIDS	10/18/2012	494.46
36012	TOP TALENT SOLUTIONS	10/18/2012	1,923.68
36013	TORGERSON TIMOTHY J	10/18/2012	83.00
36014	TOTAL ALIGNMENT SERVICES LLC	10/18/2012	200.00
36015	TRADE PRESS INC	10/18/2012	679.00
36016	TREETOP PUBLISHING INC	10/18/2012	192.50
36017	TROSKE, CARRIE	10/18/2012	106.59
36018	TWIN CITY ACOUSTICS INC	10/18/2012	1,472.50
36019	TWIN CITY JANITOR SUPPLY CO	10/18/2012	203.80

Check Nbr	Vendor Name	Check Date	Check Amount
36020	TWIN CITY NURSERY INC	10/18/2012	191.00
36021	UHL CO INC	10/18/2012	3,312.00
36022	UNIV OF NORTHERN IOWA	10/18/2012	225.00
36023	US BANK	10/18/2012	290.00
36024	Vendor Continued Check	10/18/2012	0.00
36025	US FOODS CULINARY EQUIP & SUPP	10/18/2012	1,390.30
36026	CITY OF VADNAIS HEIGHTS	10/18/2012	4,693.19
36027	VETTE, MARISA AA	10/18/2012	195.00
36028	VISI	10/18/2012	525.00
36029	VOSS KAREN D	10/18/2012	299.43
36030	VOYAGEUR	10/18/2012	1,000.00
36031	W E NEAL SLATE CO	10/18/2012	8,389.45
36032	WAHOO! ADVENTURES	10/18/2012	75.00
36033	WALL STREET JOURNAL CLASSROOM	10/18/2012	99.00
36034	WALTERS REBUILDERS	10/18/2012	149.95
36035	WARNER, GENE	10/18/2012	119.00
36036	Vendor Continued Check	10/18/2012	0.00
36037	WASTE MANAGEMENT OF WI-MN	10/18/2012	14,933.67
36038	WATTERS, LAURA J	10/18/2012	34.01
36039	WHITE BEAR LOCKSMITH INC	10/18/2012	85.00
36040	WHITE BEAR LAKE (CITY OF)	10/18/2012	2,863.32
36041	WHITE BEAR LAKE (CITY OF)	10/18/2012	125.00
36042	WHITE BEAR LAKE ROTARY CLUB	10/18/2012	231.50
36043	WHITE BEAR LAKE AREA HIGH SCHO	10/18/2012	348.00
36044	WERF	10/18/2012	150.00
36045	WESCH SCOTT	10/18/2012	157.50
36046	WHALEN, PATRICK J	10/18/2012	83.00
36047	WHITE, THOMAS R	10/18/2012	40.00
36048	WILHELMY, MARIE	10/18/2012	52.72
36049	WILLIAM MITCHELL COLLEGE OF LA	10/18/2012	150.00
36050	WILLIAMS, LAURA L	10/18/2012	506.16
36051	WILLIAMS, MICHAEL	10/18/2012	44.00
36052	WILSON LANGUAGE TRAINING CORP	10/18/2012	717.20
36053	WL HALL COMPANY	10/18/2012	1,561.80
36054	WOLLAN SR, TOM	10/18/2012	52.00
36055	WOOD, CHELSEA	10/18/2012	25.00
36056	WRIST-BAND.COM INC	10/18/2012	107.00
36057	XEROX CORPORATION	10/18/2012	42.02
36058	XEROX FINANCIAL SERVICES	10/18/2012	271.31
36059	YOUTH SERVICES INTERNATIONAL	10/18/2012	170.00
36060	ZELENAK, MARK	10/18/2012	62.00
36061	ZWONITZER, LORA JEANNE	10/18/2012	206.15

542 Computer Check(s) For a Total of 1,361,467.45

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	542	Computer	Checks For a Total of	1,361,467.45
Total For	542	Manual, Wire Tran, ACH & Computer Checks		1,361,467.45
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		1,361,467.45

Check Nbr	Vendor Name	Check Date	Check Amount
36062	AIG	10/25/2012	5,233.83
36063	AMERICAN FUNDS	10/25/2012	65,665.77
36064	AMERICAN UNITED LIFE	10/25/2012	51,487.46
36065	AMERIPRISE FINANCIAL SERVICES	10/25/2012	11,210.08
36066	AXA EQUITABLE	10/25/2012	27,128.59
36067	DELTA DENTAL PLAN OF MN	10/25/2012	62,347.90
36068	EDUCATION MN ESI BILLING TRUST	10/25/2012	17,562.20
36069	GRAINGER	10/25/2012	498.54
36070	GURSTEL CHARGO ATTORNEYS AT LA	10/25/2012	520.00
36071	Vendor Continued Check	10/25/2012	0.00
36072	Vendor Continued Check	10/25/2012	0.00
36073	HEALTHPARTNERS	10/25/2012	983,022.63
36074	IUOE LOCAL 70	10/25/2012	2,167.58
36075	MACKIN EDUCATIONAL RESOURCES	10/25/2012	62.60
36076	Vendor Continued Check	10/25/2012	0.00
36077	Vendor Continued Check	10/25/2012	0.00
36078	Vendor Continued Check	10/25/2012	0.00
36079	MADISON NATIONAL LIFE	10/25/2012	57,918.80
36080	MESSERLI & KRAMER PA	10/25/2012	625.75
36081	METROPOLITAN LIFE	10/25/2012	3,528.12
36082	MN CHILD SUPPORT	10/25/2012	1,871.71
36083	PITNEY BOWES	10/25/2012	618.00
36084	RESERVE ACCOUNT	10/25/2012	5,000.00
36085	SAMACO SUPPLY	10/25/2012	3,536.00
36086	SCHOOL SERVICE EMPLOYEES	10/25/2012	5,521.81
36087	US DEPT OF EDUCATION	10/25/2012	350.64
36088	VANGUARD SMALL BUSINESS SERVIC	10/25/2012	18,671.34
36089	VERIZON WIRELESS	10/25/2012	52.04
36090	WBLA EDUCATIONAL FOUNDATION	10/25/2012	100.00
29	Computer	Check(s) For a Total of	1,324,701.39

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	29	Computer	Checks For a Total of	1,324,701.39
Total For	29	Manual, Wire Tran, ACH & Computer Checks		1,324,701.39
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		1,324,701.39

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: **November 12, 2012**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Pete Willcoxon, Sr.**
Executive Director of Business Services

Donation	Donor	Recipient
\$1,000	L'Allier Concrete, Inc.	White Bear Lake Area High School 2013 Excellence Event
\$1,000	K. Pearson Mechanical, L.L.C.	White Bear Lake Area High School 2013 Excellence Event
\$20 in memory of Frank Sud	Tim and Jody Reber	White Bear Lake Area High School 2013 Excellence Event
\$300	White Bear Lake Lions Club	White Bear Lake Area High School Danceline
\$500	Richard and Joyce Filippone	White Bear Lake Area Learning Center
\$100	Terence and Julie Perreira	White Bear Lake Area School District
\$50	St. Croix Cleaners	White Bear Lake Area High School Theatre Department
\$200 and Wheelchair (\$75)	Diana and Richard Rose	White Bear Lake Area High School Theatre Department
\$50	John and Lydia Haugen	White Bear Lake Area High School Theatre Department
\$100	Whit Bear Mini Storage	White Bear Lake Area High School Theatre Department
\$150	Cara Gressen	White Bear Lake Area High School Theatre Department
\$100	Deb and John Clarke	White Bear Lake Area High School Theatre Department

\$200	Super-Fit Companies, Inc. DBA Super-Fit Fitness	White Bear Lake Area High School Theatre Department
\$100	Sarah Greene	Lincoln Elementary School
\$100	Angela Klein	Lincoln Elementary School
\$100	Darren and Natalie Lee	Lincoln Elementary School
Furniture (value @ \$5,000)	Trane Corporation	White Bear Lake Area Public Schools

RECOMMENDATION: Accept donations.

AGENDA ITEM: **Field Trip Request**

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Consent Agenda**

CONTACT PERSON(S): **David Law, Assistant Superintendent**

Background:

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

Date of Trip and Destination	Requesting Staff Member	Grade/Team	Number of School Days Missed	Number of Students Attending	Total Cost per Student and Source of Revenue	Means of Transportation	Purpose of Field Trip
Friday, 11/30/12 - Saturday, 12/1/12 South St. Paul, Minnesota	Annika Pittman	North Campus Debate Team	1/2	20	Total cost per student: Approx. \$45 Student Portion: \$30 Other Source (s): Debate funds	Bus	State tournament for the debate season.
Thursday, 12/27/12 - Friday, 12/28/12 Winona, Minnesota	Keith Lockwood	White Bear Lake Area High School Boys Basketball	0	20	Total cost per student: Approx. \$75 Student Portion: \$ 0 Other Source (s): Student Activity funds	Coach bus	Team building experience along with college exposure.
Thursday, 4/11/13 - Sunday, 4/14/13 Chicago, Illinois	Wendy Suoja	North Campus Choir	2	50	Total cost per student: Approx. \$550 Student Portion: \$550 Other Source (s): Student Activity funds	Coach bus	Students will sing with an area high school in Chicago; participate in a master class; attend dinner theater; and see various sights. Students may perform at the museum as well. The goal is to facilitate comradery and expose students to music-oriented experiences.

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).

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATIONS/TERMINATION - CLASSIFIED STAFF

DIANE BAGLIO – Van Driver, High School
Employed by District 624 since 02/14/2008
Effective Date: 10/02/2012

TASHA LEHNER – AVID Tutor, High School
Employed by District 624 since 09/26/2012
Effective Date: 11/01/2012

TIMOTHY SETALA – Pupil Support Assistant, Normandy Park
Employed by District 624 since 10/09/2012
Effective Date: 11/01/2012

THOMAS TUCHFARBER – Bus Aide, Bus Garage
Employed by District 624 since 01/02/2008
Effective Date: 10/29/2012

PETER WAGNER – Custodian, District Center
Employed by District 624 since 08/30/2010
Effective Date: 10/08/2012

RETIREMENTS - CLASSIFIED STAFF

GREGORY PITLICK – Head Custodian Engineer, Multiple Buildings
Employed by District 624 since 01/08/1985
Effective Date: 12/31/2012

LEAVES OF ABSENCE - CERTIFIED STAFF

DANIELLE MICKELSON – Early Childhood Supervisor, Normandy Park
Employed by District 624 since 08/08/2011
Effective Dates: 08/24/2012 through 10/31/2012

LINDSEY THOMAS – Elementary Teacher, Hugo Elementary
Employed by District 624 since 08/26/2010
Effective Dates: 09/04/2012 through 11/02/2012

INDEPENDENT SCHOOL DISTRICT NO.624

Department of Human Resources

NEW PERSONNEL - CLASSIFIED STAFF

ROBERT EDWARDS III – Program Assistant Leader, Matoska International/Hugo
\$12.45 /hr. 5.75 hrs. /day 187 days \$13,386.86
Effective Date: 10/08/2012

TERRY HAYES – Custodian, Central Middle School/District Center
\$16.16 /hr. + .25 SD 8.00 hrs. / day, 168 days \$22,055.04
Effective Date: 11/07/2012

JACKIE HOOK – Part-Time Cook, Birch Lake Elementary
\$13.41 /hr. 3.00 hrs. /day 154 days \$6,195.42
Effective Date: 10/10/2012

NICOLE KENDALL – Computer/Playground Assistant, Lincoln Elementary
\$16.05 /hr. 5.75 hrs. /day and \$15.55 /hr. 1.75 hrs. 146 days \$17,447.00
Effective Date: 10/29/2012

ANNA SCHLETTY – Pupil Support Assistant-ECSE, Normandy Park
\$16.65 /hr. 5.80 hrs. /day 125 days \$12,071.25
Effective Date: 10/29/2012

TIMOTHY SETALA – Pupil Support Assistant-ECSE, Normandy Park
\$16.65 /hr. 5.80 hrs. /day 135 days \$13,036.95
Effective Date: 10/09/2012

DANNY SPORS – Communications Intern, District Center
\$15.00 per hour
Effective Dates: 10/14/2012 through 06/30/2013

LUCY SWEENEY – Pupil Support Assistant, Birch Lake/Central Middle School
\$16.65 /hr. 5.00 hrs. /day 135 days \$11,238.75
Effective Date: 11/08/2012

BOR XIONG – Communications Intern, District Center
\$15.00 per hour
Effective Date: 10/25/2012 through 06/30/2013

INDEPENDENT SCHOOL DISTRICT NO.624

Department of Human Resources

LONG TERM SUBSTITUTES - CERTIFIED STAFF
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CHRISTINE CARNEY – Mathematics Teacher, High School

BA, Step 2 \$9,076.77

Effective Dates: 10/31/2012 through 01/25/2013

MEGAN CHURCH – Elementary Teacher, Lincoln Elementary

BA, Step 1 \$11,013.62

Effective Dates: 11/14/2012 through 02/08/2013

DANIEL GREENE – Administrative Intern, High School

\$200.00 per day

Effective Dates: 10/04/2012 through 12/21/2013

HALEY HALVERSON – Elementary Teacher, Otter Lake Elementary

BA, Step 1 \$11,393.40

Effective Dates: 10/29/2012 through 01/25/2013

KIMBERLY JOHNSON – Elementary Teacher, Lincoln Elementary

MA, Step 2 \$24,058.48

Effective Dates: 10/16/2012 through 03/22/2013

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. Public Forum will follow the Procedural Items on the agenda.
2. Public Forum will be open up to 30 minutes (3 minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of public comments already expressed at the same meeting should be avoided.
3. Those wishing to address the Board should fill out the Public Forum Speaker Card and submit the card to the School Board clerk or other district officials at the meeting.
4. Questions may be asked on any topic, including those on the agenda.
5. School District policy and data privacy laws preclude the Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting could violate law or policy. Under School Board Policy 206, complaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the person submitting the complaint or concern.
6. An attempt will be made to answer questions addressed to the Board. In those cases where an answer is not provided, a phone call from an appropriate school district official will be made as a follow-up.
7. A handout on the purpose of School Board meetings and the meeting process is available at each School Board meeting.
8. Citizens may be asked to address the School Board on a particular subject during the discussion of that item.
9. The School Board chairperson will attempt to reasonably honor requests to speak, but shall also exercise discretion with regard to time constraints and therefore may limit the number of requests to speak accordingly.

C. INFORMATION ITEMS

AGENDA ITEM: **International Partnership Student Visit from
Leipzig, Germany**

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

Background:

During the past few weeks the White Bear Lake Area Schools have been honored by a visit of students from our international partnership school in Leipzig, Germany. The German students have been hosted by individual families with students at North or South Campus. Many of these students will have the opportunity next June to travel to Leipzig, Germany.

During their time in Minnesota, students have visited classes in our schools, presented about Germany at elementary and middle schools, and tour the area.

The students had a farewell dinner on Thursday night and left to return to Germany on Friday. This evening staff and students from our high school will describe highlights of the visit and our partnership.

AGENDA ITEM: **Update on Secondary Guidance Model Implementation**
MEETING DATE: **November 12, 2012**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

Background:

Last spring our School Board approved a major change in our high school guidance program, which is resulting in a significant upgrade and improvement of our support for students, for our high school program, and preparation for college. This objective was consistent with our Strategic Plan 1.2, which provides that *all students will have an ongoing plan for post-secondary readiness that will be monitored from grades 6 through 12 and all students will have the academic skills to be successful in a post-secondary institution.*

This evening we will hear from members of the administration and staff about the changes already in place this fall and what is planned for the remainder of the 2012-13 school year.

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **November 12, 2012**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

BACKGROUND:

Dr. Lovett will provide information on current issues and events pertaining to the White Bear Lake Area Public School District.

D. DISCUSSION ITEMS

AGENDA ITEM: **School Board Policy 205, Open Meeting and Closed Meetings Policy**

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

Background:

School Board Policy 205, Open Meeting and Closed Meetings Policy, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 10 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: November 13, 1995

White Bear Lake Area School Board Policy 205

Revised: August 25, 2003

Revised: May 9, 2005

Revised: December 14, 2009

Revised: November 8, 2010

205 OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITION

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

IV. PROCEDURES

A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the school board shall be kept on file at its primary offices. If the school board decides to hold a regular

meeting at a time or place different from the time or place stated in its schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

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

3. Emergency Meetings

- a. An emergency meeting is a special meeting called because of circumstances that, in the judgment of the school board, require immediate consideration.
- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.

- c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
- d. Notice of the emergency meeting shall be given by electronic means or any other method used to notify the members of the school board.
- e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
- f. Notice shall include the subject of the meeting.
- g. Posted or published notice of an emergency meeting shall not be required.
- h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

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

5. Closed Meetings

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

6. Actual Notice

If a person receives actual notice of a meeting of the school board at least 24 hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

7. Health Pandemic or Declared Emergency

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

B. Votes

The votes of school board members shall be recorded in a journal kept for that purpose, and the journal shall be available to the public during all normal business hours at the administrative offices of the school district.

C. Written Materials

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

D. Data

1. Meetings may not be closed merely because the data to be discussed are not public data.
2. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the school board's authority and is reasonably necessary to conduct the business or agenda item before the school board.
3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy
 - a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals.
 - b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor

contracts are signed by the school board for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation sessions, and hearings between the school board and its employees or their respective representatives are public meetings except when ~~otherwise provided~~ **closed** by the Commissioner of the Bureau of Mediation Services **(BMS)**. ~~A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public. The use of recording devices, stenographic records, or other recording methods are prohibited in mediation meetings closed by the BMS.~~

3. Preliminary Consideration of Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

4. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

5. Attorney-Client Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, i.e., regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning

litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

6. Dismissal Hearing

- a. A hearing on the dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.
- c. To the extent a teacher or student dismissal hearing is held before the school board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches; Opportunity to Respond

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

8. Meetings to Discuss Certain Not Public Data

Any portion of a meeting must be closed if the following types of data are discussed:

- a. data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
- b. active investigative data collected or created by a law enforcement agency;
- c. educational data, health data, medical data, welfare data, or mental health data that are not public data, or
- d. an individual's personal medical records.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

9. Purchase and Sale of Property

- a. The school board may close a meeting:
 - (1) to determine the asking price of real or personal property to be sold by the school district;
 - (2) to review confidential or nonpublic appraisal data; and
 - (3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Before closing the meeting, the school board must identify on the record the particular real or personal property that is the subject of the closed meeting.
- c. The closed meeting must be tape recorded at the expense of the school district. The tape must be preserved for eight (8) years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of school board members and all other persons present at the

closed meeting must be made available to the public after the closed meeting.

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

10. Security Matters

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

11. Other Meetings

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

F. Procedures for Closing a Meeting

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

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)

Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
 Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
 Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)
Minn. Rules CH.5510 (Bureau of Mediation Services)
Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)
Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)
The Free Press v. County of Blue Earth, 677 N.W. 2d 471 (Minn. App. 2004)
Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)
Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993).
Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988).
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983).
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
 Dept. of Admin. Advisory Op. No. 09-00 (September 8, 2009)
 Dept. of Admin. Advisory Op. No.08-015 (July 9, 2008)
 Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

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

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

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

Background:

School Board Policy 206, Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 10 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: November 13, 1995
Revised: August 25, 2003
Revised: January 10, 2005
Revised: November 8, 2007
Revised: April 13, 2009
Revised: November 8, 2010
Revised: October 10, 2011

White Bear Lake Area School Board Policy 206

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

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITIONS

- A. "Educational data" means data maintained by the school district which relates to a student.
- B. "Personnel data" means government data on individuals maintained because the individual is or was an employee or applicant for employment. For purposes of this policy, "employee" includes a volunteer, an independent contractor, and a member of an advisory board.
 - 1) Personnel data on current and former employees that is "public" includes:

Name; employee identification number, which must not be the **employee's** social security number; actual gross salary; salary range; terms and

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

- 2) Personnel data on current and former applicants for employment that is "public" includes:

Veteran status; relevant test scores; rank on eligible list; job history; education and training; and work availability. Names of applicants shall be private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the appointing authority to be finalists for a position in public employment. For purposes of this subdivision, "finalist" means an individual who is selected to be interviewed by the appointing authority prior to selection.

- C. "Private Data About Applicants" means: Data about applicants for appointments to a public body including a school board, collected by the school district as a result of the applicant's application for appointment to the public body are private data on individuals, except that the following are public: name; city of residence, except where the appointment has a residency requirement that requires the entire address to be public; education and training; employment history; volunteer work; awards and honors; and prior government service; and any data required to be provided or that is voluntarily provided in an application to a multimember agency pursuant to Minn. Stat. §15.0597. Once an individual has been appointed to a public body, the following additional items of data are public: residential address and either a telephone number or electronic mail address where the appointee can be reached, or both at the request of the appointee; provided, however, any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An appointee may use an electronic

mail address or telephone_number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

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

IV. RIGHTS TO PRIVACY

- A. School district employees have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:
1. right to a private hearing for teachers, pursuant to Minn. Stat. § 122A.40, Subd. 14 (Teachers Discharge Hearing);
 2. right to privacy of personnel data as provided by Minn. Stat. § 13.43 (Personnel Data);
 3. right to consideration by the school board of certain data treated as not public as provided in Minn. Stat. § 13.D.05 (Not Public Data).
 4. right to private hearing for licensed or nonlicensed head varsity coaches to discuss reasons for nonrenewal of a coaching contract pursuant to Minn. Stat. § 122A.33, Subd. 3.
- B. School district students have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:
1. right to a private hearing, Minn. Stat. §121A.47, Subd. 5 (Student Dismissal Hearing);
 2. right to privacy of educational data, Minn. Stat. § 13.32 (Educational Data); 20 U.S.C. § 1232g (FERPA);
 3. right to privacy of complaints as provided by child abuse reporting and discrimination laws, Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors) and Minn. Stat. Ch. 363A (Minnesota Human Rights Act).

V. THE PUBLIC'S OPPORTUNITY TO BE HEARD

The school board will strive to give all citizens of the school district an opportunity to be heard and to have complaints considered and evaluated within the limits of the law and this policy and subject to reasonable time, place and manner restrictions. Among the rights available to the public is the right to access public data as provided by Minn. Stat. § 13.43, Subd. 2 (Public Data).

VI. PROCEDURES

A. Agenda items

1. Citizens who wish to have a subject discussed at a public school board meeting are encouraged to notify the superintendent's office in advance of the school board meeting. The citizen should provide his or her name, address, the name of group represented (if any), and the subject to be covered or the issue to be addressed.
2. Citizens who wish to address the school board on a particular subject should identify the subject and identify agenda item(s) to which their comments pertain.
3. The school board chair will recognize one speaker at a time, and will rule out of order other speakers who are not recognized. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.
4. The school board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the school board. If a group or organization wishes to address the school board on a topic, the school board reserves the right to require designation of one or more representatives or spokespersons to speak on behalf of the group or organization.
5. Matters proposed for placement on the agenda which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the school board in accordance with governing law.
6. The school board chair shall promptly rule out of order any discussion by any person, including school board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.
7. Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.

8. Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient and fair opportunity for those present to be heard.

B. Complaints

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

C. Open Forum

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

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

D. No Board Action at Same Meeting

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

VII. PENALTIES FOR VIOLATION OF DATA PRIVACY

- A. The school district is liable for damages, costs and attorneys' fees, and in the event of a willful violation, punitive damages for violation of state data privacy laws. (Minn. Stat. § 13.08, Subd. 1)
- B. A person who willfully violates data privacy is guilty of a misdemeanor. (Minn. Stat. § 13.09)
- C. In the case of an employee, willful violation constitutes just cause for suspension without pay or dismissal. (Minn. Stat. § 13.09)

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.601, Subd. 3 (Applicants for Appointments)
Minn. Stat. § 13D.05 (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 121A.33 Subd. 3 (Coaches, Opportunity to Respond)
Minn. Stat. § 122A.40 Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 122A.44 (Contracting with Teachers)
Minn. Stat. § 123B.02, Subd. 14 (Employees; Contracts for Services)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
Minn. Op. Atty. Gen. No. 852 (July 14, 2006)

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

PUBLIC FORUM SPEAKER CARD



Independent School District #624

SPEAKER

Name: (Please Print) _____

Address: _____

City: _____

Phone: _____

Item or topic I will address: _____

PUBLIC FORUM GUIDELINES

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

1. Public Forum will follow the Procedural Items on the agenda.
2. Public Forum will be open up to 30 minutes (3minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic as a general rule). Comments should be brief, and repetition of public comments already expressed at the same meeting should be avoided.
3. Those ~~wishing~~ **who wish** to address the Board should fill out the Public Forum Speaker Card and submit the card to the School Board clerk or other district official at the meeting.
4. Questions may be asked on any topic, including those on the agenda.
5. School District policy and data privacy laws preclude the Board from publicly discussing personnel matters or data, including information, which, if discussed in a public meeting could violate law or policy. ~~Under School Board Policy 206,~~ **C**omplaints or concerns regarding individual school district employees should be presented in writing to school administration and signed by the person submitting the complaint or concern.
6. An attempt will be made to answer questions addressed to the Board. In those cases where an answer is not provided **a contact** ~~or a phone call~~ from an appropriate school district official will be made as a follow-up.
7. A handout on the purpose of school board meetings and the meeting process is available at each school board meeting.
8. Citizens may be asked to address the school board on a particular subject during the discussion of that item.
9. The School Board Chairperson will attempt to reasonably honor requests to speak, but shall also exercise discretion with regard to time constraints and therefore may limit the number of requests to speak accordingly.

Revised 10-10-11

AGENDA ITEM: **School Board Policy 301, School District Administration**
MEETING DATE: **November 12, 2012**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

Background:

School Board Policy 301, School District Administration, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA, and clarifications recommended by the Policy Committee.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 10 School Board meeting agenda or subsequent meeting as an operational item for action.

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

White Bear Lake Area School District
School Board Policy 301

301 SCHOOL DISTRICT ADMINISTRATION

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

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

AGENDA ITEM: **School Board Policy 302, Superintendent**
MEETING DATE: **November 12, 2012**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

Background:

School Board Policy 302, Superintendent, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 10 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: December 11, 1995

*White Bear Lake Area School District
School Board Policy 302*

Revised: December 10, 2001

302 SUPERINTENDENT

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. GENERAL RESPONSIBILITIES

- A. The superintendent is responsible for the management of the schools, the administration of all school district policies, and is directly accountable to the school board.
- B. The superintendent may delegate responsibilities to other school district personnel, but shall continue to be accountable for actions taken under such delegation.
- C. Where responsibilities are not specifically prescribed, nor school board policy applicable, the superintendent shall use personal and professional judgment, subject to review by the school board.

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

Cross References: WBLASB Policy 202 (School Board Officers)
WBLASB Policy 208 (Development, Adoption, and Implementation of Policies)
WBLASB Policy 214 (Out-of-State Travel by School Board Members)
WBLASB Policy 301 (School District Administration)
WBLASB Policy 303 (Superintendent Selection)
WBLASB Policy 304 (Superintendent Contract, Duties, and Evaluation)
WBLASB Policy 305 (Policy Implementation)
WBLASB Policy 306 (Administrator Code of Ethics)
WBLASB Policy 412 (Expense Reimbursement)
WBLASB Policy 510 (School Activities)
WBLASB Policy 511 (Student Fundraising)

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

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

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

Background:

School Board Policy 305, Implementation, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA, and other modifications recommended by the Policy Committee.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 10 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: December 11, 1995

*White Bear Lake Area School District
School Board Policy 305*

Revised: December 10, 2001

305 POLICY IMPLEMENTATION

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

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

AGENDA ITEM: **School Board Policy 306, Administrator Code of Ethics**
MEETING DATE: **November 12, 2012**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

Background:

School Board Policy 306, Administrator Code of Ethics, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 10 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: December 11, 1995

White Bear Lake Area School District
School Board Policy 306

Revised: January 10, 2005

306 ADMINISTRATOR CODE OF ETHICS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

A. An educational administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all educational administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, the administrator must adhere to the Code of Ethics for Administrators in Minnesota Law subscribe to the following standards.

B. The educational administrator:

1. Makes the well-being of students the fundamental value of all decision-making and actions.
2. Fulfills professional responsibilities with honesty and integrity.
3. Supports the principle of due process and protects the civil and human rights of all individuals.
4. Obeys local, state, and national laws and does not knowingly join or support organizations that advocate, directly or indirectly, the overthrow of the government.
5. Implements the school board's policies.
6. Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.
7. Avoids using positions for personal gain through political, social, religious, economic, or other influence.

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

Legal References:

Minn. Stat. 122A.14 Subd. 4 (Code of Ethics)
Minnesota Rules 3512.5200 (Code of Ethics for School Administrators)

Cross References:

~~MSBA Service Manual, Chapter 5, School Board Staff Relationships~~

AGENDA ITEM: **School Board Policy 602, Organization of School Calendar and School Day**

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Chris Picha, Director of Human Resources**
David Law, Assistant Superintendent

Background:

School Board Policy 602, Organization of School Calendar and School Day, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 10 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: September 8, 1997
Revised: June 11, 2001
Revised: May 9, 2005

White Bear Lake Area
School Board Policy 602

602 ORGANIZATION OF SCHOOL CALENDAR AND SCHOOL DAY

I. PURPOSE

The purpose of this policy is to provide for a timely determination of the school calendar and school day.

II. GENERAL STATEMENT OF POLICY

~~It is~~ The school calendar and schedule are important to parents, students, employees, and the general public to have as means to allow advance, and knowledge of the school calendar and school day to effectively planning. for of the school year.

III. CALENDAR RESPONSIBILITY

- A. The school calendar shall be adopted annually by the school board. It shall meet all provisions of Minnesota statutes pertaining to minimum number of school days and other provisions of law. The school calendar shall establish student days, workshop days for staff, provide for emergency closings and other information related to students, staff and parents.
- B. Except for learning programs during summer, flexible learning year programs, and teacher workshop days, the school district will not commence an elementary or secondary school year before ~~September 1~~ Labor Day, unless beginning the school year earlier will accommodate a construction or remodeling project of \$400,000 or more, which affects a district's school facility. Days devoted to teacher's workshops may be held before September 1, except as provided in Section III.B.1., III.B.2., or III.B.3.
 - 1. The school district may begin the school year on any day before Labor Day to accommodate a construction or remodeling project of \$400,000 or more affecting a school district school facility.
 - 2. The school district may begin the school year on any day before Labor Day if the school district has agreement under Minn. Stat. § 123A.30, § 123A.32, or § 123A.35 with a school district that qualifies under Section III.B.1.
 - 3. The school district may begin the school year on any day before Labor Day if the school district agrees to the same schedule with a school district in an adjoining state.
- C. ~~The school board shall adopt the school calendar for the following school year in a timely fashion.~~ Employee and advisory groups shall be provided an opportunity

to participate in school calendar considerations through a meet and confer process.

IV. SCHOOL DAY RESPONSIBILITY

- A. The superintendent shall be responsible for developing a schedule for the student day, subject to review by the school board. All requirements and provisions of Minnesota Statutes and Minnesota Department of Education Rules shall be met.
- B. In developing the student day schedule, the superintendent shall consider the ~~installed progress~~ degree of success achieved in implementation of the current calendar and such factors as cooperative programs, differences in time requirements at various grade levels, effective utilization of facilities, cost effectiveness, school bus schedules, and other concerns deserving of attention.
- C. ~~Proposed changes in the school day shall be subject to review and approval by the school board.~~

Legal References: Minn. Stat. § 120A.40 (School Calendar)
Minn. Stat. § 120A.41 (Length of School Year; Days of Instruction)
Minn. Stat. § 120A.415 (Extended School Calendar)
Minn. Stat. § ~~126.13~~ 120A.42 (Holidays)
Minn. Stat. § 122A.40, Subds. 7 and 7a (Employment, Contracts; Termination)
Minn. Stat. § 122A.41, Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class, Definitions)
Minn. Stat. § 123A.30 (Agreements for Secondary Education)
Minn. Stat. § 123A.32 (Interdistrict Cooperation)
Minn. Stat. § 123A.35 (Cooperation and Combination)
Minn. Stat. § 124D.11, Subd. 9 (Revenue for Results-Oriented Charter School)
Minn. Stat. § 127A.41, Subd. 7 (Distribution of School Aids; Appropriation)

Cross References: WBLASB Policy 425 (Staff Development)

AGENDA ITEM: **School Board Policy 611, Home Schooling**
MEETING DATE: **October 8, 2012**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

Background:

School Board Policy 611, Home Schooling, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 10 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: August 27, 2001
Revised: May 9, 2005

White Bear Lake Area School Board Policy #611

611 HOME SCHOOLING

I. PURPOSE

The purpose of this policy is to recognize and provide guidelines, in accordance with state law, for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

II. GENERAL STATEMENT OF POLICY

The Compulsory Attendance Law (Minn. Stat. § 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (Minn. Stat. § 120A.22, Subd. 1).

III. CONDITIONS FOR HOME SCHOOLING

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minn. Stat. § 120A.22.

IV. IMMUNIZATION

The parent or guardian of a home-schooled child shall submit immunization statements as required by Minn. Stat. § 121A.15, Subds. 1, 2, 3, 4 and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of ~~each school year~~ the first year of home schooling in Minnesota and by October 1 of the grade 7 year. (Minn. Stat. § 121A.15, Subd. 8)

V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS

Upon formal request as required by law, the school district will loan or provide textbooks, individualized instructional materials and standardized tests for use by a home-schooled child as provided in Minn. Stat. § 123B.42 and Minnesota Rules Chapter 3540. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40 to 123B.48 for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental cost as a result of providing access electronically.

VI. PUPIL SUPPORT SERVICES

Upon formal request as required by law, the school district will provide pupil support services in the form of health services and counseling and guidance services to a home-schooled child as provided by Minn. Stat. § 123B.44 and Minn. Rules Chapter 3540. The

school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40 to 123B.48 for any of these purposes.

VII. EXTRACURRICULAR ACTIVITIES

Resident pupils who receive instruction in a home school (where five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. (Minn. Stat. §§ 123B.36, Subd. 1 and 123B.49, Subd. 4)

VIII. SHARED TIME PROGRAMS

Enrollment in class offerings of the school district.

- A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared time pupil on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any pupils on a shared-time basis.
- B. The school district may limit enrollment of shared-time pupils in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time pupils to classes.

IX. OPTIONAL COOPERATIVE ARRANGEMENTS

A. Activities.

- 1. Minnesota State High School League sponsored activities (where six or more students receive instruction in the home school or the home school students are not residents of the school district).

A home school which is a member of the Minnesota State High School League may request that the school district enter into a cooperative sponsorship arrangement as provided in Minnesota State High School League Rule ~~405.00~~ 403.00. The approval of such an arrangement shall be at the discretion of the school board.

- a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.
- b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.

- c. The home school is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.
2. Non-Minnesota State High School League activities where six or more students receive instruction in the home school.

A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However, home school students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

B. Transportation services.

1. The school district may provide nonpublic nonregular transportation services to a home-schooled child.
2. The school board of the school district retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 120A.26 (Enforcement and Prosecution)
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)
Minn. Stat. § 123B.36 (School Boards May Require Fees)
Minn. Stat. § 123B.41 (Definitions)
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material, Standard Tests)
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)
Minn. Stat. § 123B.86 (Equal Treatment-Transportation)
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Rules Chapter 3540 (Textbooks, Individualized Instruction Materials, Standardized Tests)

Cross References: WBLASB Policy 509 (Enrollment of Nonresident Students)
WBLASB Policy 510 (School Activities)

AGENDA ITEM: **School Board Policy 701, Establishment and Adoption of School District Budget**

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Pete Willcoxon, Sr., Executive Director of Business Services**

Background:

School Board Policy 701, Establishment and Adoption of School District Budget, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the November 12 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: April 28, 1997
Revised: August 27, 2001
Revised: September 11, 2006
Revised: November 8, 2007

*White Bear Lake Area
School Board Policy 701*

701 ESTABLISHMENT AND ADOPTION OF SCHOOL DISTRICT BUDGET

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

~~It is the~~ The policy of ~~this the~~ school district ~~is~~ to establish its revenue and expenditure budgets in accordance with the applicable provisions of law. Budget planning is an integral part of program planning so that the annual budget will effectively express and implement school board goals and the priorities of the school district.

III. REQUIREMENT

- A. The superintendent or appointed designee shall each year prepare preliminary revenue and expenditure budgets for review by the school board or its designated committee or committees. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board shall review the projected revenues and expenditures for the school district for the next fiscal year and make such adjustments in the expenditure budget as necessary to carry out the education program within the revenues projected.
- ~~B. Prior to the adoption of the initial budget for a school year, the school board must inform the principal or other responsible administrative authority at each site the amount of general education and referendum revenue that will be generated by the pupils in attendance at that site. These estimates may be adjusted in accordance with law.~~
- ~~€. B.~~ The school district must maintain separate accounts to identify revenues and expenditures for each building. Expenditures shall be reported in compliance with Minn. Stat. § 123B.76.
- ~~Đ. C.~~ Prior to July 1 of each year, the school board shall approve and adopt its initial revenue and expenditure budgets for the next school year. The adopted expenditure budget document shall be considered the school board's expenditure authorization for that school year. No funds may be expended for any purpose in any school year prior to the adoption of the budget document which authorizes that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year.

- ~~E. D.~~ Each year, the school district shall publish its adopted revenue and expenditure budgets for the current year, the actual revenues, expenditures and fund balances for the prior year, and the projected fund balances for the current year in the form prescribed by the Commissioner within one week of the acceptance of the final audit by the school board, or November 30, whichever is earlier. A statement shall be included in the publication that the complete budget in detail may be inspected by any resident of the school district upon request to the superintendent. ~~These budgets, reports of revenue, expenditures, and fund balances must be published either in a newspaper of general circulation in the school district or on the school district's official website. If published on the school district's official website, the school district must also publish an announcement in a qualified newspaper or general circulation in the school district that includes the Internet address where the information has been posted.~~ A summary of this information and the address of the school district's official website where the information can be found must be published in a newspaper of general circulation in the school district. At the same time as this publication, the school district shall publish the other information required by Minn. Stat §123B.10.
- ~~E. E.~~ At the public hearing on the adoption of the school district's proposed property tax levy, the school board shall review its current budget and the proposed property taxes payable in the following calendar year
- ~~E.~~ The school district must also post the materials specified in Paragraph III.D. above on the school district's official website, including a link to the school district's school report card on the Minnesota Department of Education's website, and publish a summary of information and the address of the school district's website where the information can be found in a qualified newspaper of general circulation in the district.

IV. IMPLEMENTATION

- A. The school board places the responsibility for administering the adopted budget with the superintendent. The superintendent may delegate duties related thereto to other school officials, but maintains the ultimate responsibility for this function.
- B. The program-oriented budgeting system will be supported by a program-oriented accounting structure organized and operated on a fund basis as provided for in Minnesota statutes through the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS).
- C. The superintendent or appointed designee is authorized to make payments of claims or salaries authorized by the adopted or amended budget prior to school board approval.
- D. Supplies and capital equipment can be ordered prior to budget adoption only by authority of the superintendent or appointed designee. If additional personnel are

provided in the proposed budget, actual hiring may not occur until the budget is adopted unless otherwise approved by the school board. Other funds to be expended in a subsequent school year may not be encumbered prior to budget adoption unless specifically approved by the school board.

- E. The school district shall make such reports to the Commissioner as required relating to initial allocations of revenue, reallocations of revenue and expenditures of funds.

Legal References: Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat §123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)
Minn. Stat §126C.23 (Allocation of General Education Revenue)
~~Minn. Stat. § 275.065 (Truth in Taxation; Proposed Property Taxes; Notice)~~

Cross References: WBLASB Policy 701.1 (Modification of School District Budget)
WBLASB Policy 702 (Accounting)
MSBA Service Manual, Chapter 7, Education Funding

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

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Pete Willcoxon, Sr., Executive Director of Business Services**

Background:

School Board Policy 701.1, Modification of School District Budget, is a new policy as recommended by our auditor. This policy has been reviewed by the School Board Policy Committee and is recommended for a first reading. The provisions of this policy substantially reflect the requirements of Minnesota Statutes.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 10 School Board meeting agenda or subsequent meeting as an operational item for action.

New Policy

Adopted: _____

Revised: _____

701.1 MODIFICATION OF SCHOOL DISTRICT BUDGET

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to modify its revenue and expenditure budgets in accordance with the applicable provisions of law.

III. REQUIREMENT

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

New Policy

Legal References: Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)
Minn. Stat. § 126C.23 (Allocation of General Education Revenue)

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

AGENDA ITEM: **School Board Policy 702, Accounting**

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Pete Willcoxon, Sr., Executive Director of Business Services**

Background:

School Board Policy 702, Accounting, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 10 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: April 28, 1997
Revised: August 25, 2003
Revised: November 8, 2007

*White Bear Lake Area
School Board Policy 702*

702 ACCOUNTING

I. PURPOSE

The purpose of this policy is to adopt the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts provided for in guidelines adopted by the Minnesota Department of Education.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to comply with the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts.

III. MAINTENANCE OF BOOKS AND ACCOUNTS

The school district shall maintain its books and records and do its accounting in compliance with the Uniform Accounting and Reporting Standards for Minnesota School Districts (UFARS) provided for in the guidelines adopted by the Minnesota Department of Education, and in compliance with applicable state laws and rules relating to reporting of revenues and expenditures.

IV. PERMANENT FUND TRANSFERS

Unless otherwise authorized pursuant to Minn. Stat. § ~~121.912~~ 123B.80, as amended, or any other law, fund transfers shall be made in compliance with UFARS and permanent fund transfers shall only be made in compliance with Minn. Stat. § ~~121.912~~ 123B.79, as amended, or other applicable statute.

V. REPORTING

The school board shall provide for an annual audit of the books and records of the school district to assure compliance of its records with UFARS. Each year, the school district shall also provide for the publication of the financial information specified in Minn. Stat. § 123B.10 in the manner specified therein.

Legal References: Minn. Stat. § 123B.02 (School District Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.14, Subd. 7 (Duties of School Board Clerk)
Minn. Stat. § 123B.75 (Revenue)
Minn. Stat. § 123B.76 (Expenditures)
Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)
Minn. Stat. § 123B.78 (Cash Flow, Revenues, Borrowing Deficits)
Minn. Stat. § 123B.79 (Permanent Fund Transfers)

Minn. Stat. § 123B.80 (Exceptions for Permanent Fund Transfers)

Cross References: WBLASB Policy 703 (Annual Audit)
MSBA Service Manual, Chapter 7, Education Funding

AGENDA ITEM: **School Board Policy 703, Annual Audit**

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Pete Willcoxon, Sr., Executive Director of Business Services**

Background:

School Board Policy 703, Annual Audit, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

RECOMMENDATION: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 10 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: April 28, 1997
Revised: August 27, 2001

White Bear Lake Area
School Board Policy 703

703 ANNUAL AUDIT

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. REQUIREMENT

- A. The school board shall appoint independent certified public accountants to audit, examine and report upon the books and records of the school district. The school board may enter into a contract with a person or firm to provide the agreed upon services.
- B. After the close of each fiscal year, the books, records and accounts of the school district shall be audited by said independent certified public accountants in accordance with applicable standards and legal requirements. The superintendent and staff shall cooperate with the auditors.
- C. The school district shall, prior to September 15 of each year, submit its unaudited financial ~~statements~~ data for the preceding year to the Commissioner for the Department of ~~Children, Families, and Learning (the Commissioner)~~ Education ~~in the manner~~ on forms prescribed by the Commissioner. The report shall also include those items required by Minn. Stat. § ~~123B.143~~ 123B.14 Subd. 7.
- D. The school district shall, prior to November 30 of each year, provide to the Commissioner audited financial data for the preceding fiscal year. The school district shall, prior to December 31 of each year, provide to the Commissioner and the State Auditor an audited financial statement in a form that will allow comparison with and correction of material differences in the unaudited ~~statement~~ data. The audited financial statement must also provide a statement of assurance pertaining to compliance with uniform financial accounting and reporting standards and a copy of the management letter submitted to the school district by its auditor.
- E. The audit must be conducted in compliance with generally accepted governmental auditing standards, the Federal Single Audit Act and the Minnesota Legal Compliance Guide issued by the Office of the State Auditor.

- F. The school board must ~~accept~~ approve the audit report by resolution or require a further or amended report.
- G. The administration shall report to the school board regarding any actions necessary to correct any deficiencies or exceptions noted in the audit.
- H. The accounts and records of the school district shall also be subject to audit and inspection by the State Auditor to the extent provided in Minn. Stat. Ch. 6.

Legal References: Minn. Stat. Ch. 6 (State Auditor)
Minn. Stat. § ~~423.35~~ 123B.02 (School District Powers)
Minn. Stat. § ~~423.33~~ 123B.09 (School Board Powers)
Minn. Stat. § ~~423.34~~ 123B.14 Subd. 8 7 (Duties of School Board Clerk)
Minn. Stat. § 123B.77, Subds. 2 and 3 (Audited Financial Statements; Statement for Comparison and Correction)

Cross References: WBLASB Policy 702 (Accounting)
MSBA Service Manual, Chapter ~~9~~ 7, Public School Finance Education Funding

E. OPERATIONAL ITEMS

AGENDA ITEM: **Action on Social Studies 9-12 Course Realignment**

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Lisa Switzer, Curriculum & Program Development Coordinator**
Tim Wald, Principal – South Campus
David Law, Assistant Superintendent

BACKGROUND:

At our September work-study session, our Social Studies department leaders presented an overview of the work of our 9-12 social studies department, which will need to meet new state standards that become effective for the 2013-14 school year. The department identified options for meeting state standards by realigning class offerings and requirements.

At their work-study session in September, the School Board had an opportunity to review the process and the options under consideration. Next, the department and administrators presented a specific recommendation to the Community Curriculum Advisory Committee on October 4, and then to the School Board during the work-study session on October 22, 2012.

Tonight Nicole Mcgarthwaite, department curriculum leader, and Tim Wald, department administrative liaison, present the staff and administration recommendation for realignment of class offerings for School Board approval.

RECOMMENDATION: The administration recommends approval of 9-12 Social Studies course realignments as presented at the October 22 work-study session and as attached.

HISTORY FOR 9-12 SOCIAL STUDIES SEQUENCE

February 2012 – Minnesota State Social Studies Standards were published.

April 3, 2012 - Scenarios were generated with active participation from all 9-12 department members. Options were narrowed by department leadership.

May 8, 2012 – Further discussion with 9-12 department members.

May 10-21, 2012 - Rationale statement was developed from department member feedback gathered May 10 -21, 2012

September 24, 2012 – Challenge, history and possible scenarios presented at work study session.

Oct. 1, 2012 – The proposed scenario was determined as the best academic fit for social studies alignment across North and South Campus.

BUILDING AND CURRICULUM LEADERS

Joe Christensen..... social studies building leader, North Campus

Matt McGlothlin..... social studies building leader, South Campus

Karla Lauerman..... former social studies curriculum leader

Nicole McGarthwaite.....current social studies curriculum leader

Tim Wald.....social studies administrative liaison

Gretchen Harriman..... former curriculum and program development coordinator

Lisa Switzer.....current curriculum and program development coordinator

RECOMMENDATION FOR 9-12 SOCIAL STUDIES SEQUENCE BASED UPON 2011 MINNESOTA ACADEMIC STANDARDS

Current Sequence

	8 TH GRADE	9 TH GRADE	10 TH GRADE	11 TH GRADE	12 TH GRADE
2005-Current	- Geography* *Partially meets 9-12 requirements	- Civics - AP Macroeconomic/Civics	- American Experiment - U.S. History	- AP European History - Honors Civilization - World History - Introduction to World History	- AP Government - American Government - Economics
		Elective Courses Grades 9-10 • AP Microeconomics • Criminology • Debate I & II • A Nation of Diversity • Psychology I		Elective Courses Grades 11-12 • CIS American History I & II • Geography • Intercultural Studies • Philosophy • Psychology II • Service Corp • Sociology	

New Standards

	8 TH GRADE	9 TH – 12 TH GRADE	
New Standards to be implemented 2013-2014	•Civics and Government •Economics •Geography •History	0.5 Credits of Civics& Government	•0.5 credit of Civics and Government •0.5 credit of Economics •0.5 credit of Geography (different standards than 8th grade) •1.0 credit of U.S. History •1.0 credit of World History

Recommendation

	9 TH GRADE	10 TH GRADE	11 TH GRADE	12 TH GRADE
Recommendation	• AP Geography • Geography	• AP U.S. History • American Experiment • U.S. History	• AP World History • World History • Introduction to World History	• AP Economics • Economics • CIS Government • Government
	Elective Courses Grades 9-10 • ~~AP Microeconomics~~ • Criminology • Debate I & II • ~~A Nation of Diversity~~ • Psychology I		Elective Courses Grades 11-12 • AP European History • AP Microeconomics • CIS American History I & II • ~~Geography~~ • ~~Intercultural Studies~~ • Philosophy • Psychology II • ~~Service Corp~~ • Sociology	

RATIONALE

Students experiencing geography in 9th grade benefit from the development of a cognitive map that informs their learning in other disciplines of social studies, particularly history, economics, and government. Since students experience an 8th grade course that addresses all core social studies disciplines with physical geography as the lead, human geography in 9th grade expands that learning with more rigorous benchmarks addressing concepts such as urbanization, trade, immigration, culture, sovereignty, colonialism, and interpretation of maps. This scenario also allows for students to study citizenship/government and economics closest to the time in which they will apply their learning as engaged citizens. Students at the end of the high school experience can better understand and relate the issues identified and discussed in the American government course.

Grade 9 Implement Geography and Advanced Placement Geography

The standards are designed to implement 21st century skills, the 9th grade course will have a strong technology focus using Geospatial technologies such as Geographic Information systems (GIS) that allows students to store , retrieve, manipulate and display geographic data about any location in the world.

Grade 10 Implement Advanced Placement U.S. History.

This addition will allow an AP experience at each grade level.

Grade 11 Implement Advanced Placement World History.

AP European history will remain as an elective. AP World History more fully meets the state standards for world history.

Grade 12 Replace Advanced Placement American Government with College in the Schools: American Democracy in a Changing World (Political Science – POL 1001). 4 college credits.

Advanced Placement Macroeconomics moved from grade 9 to grade 12. Advanced Placement Microeconomics will remain at North Campus for 2013-14 and then will be transferred to South Campus.

CIS courses are very popular with students and staff due to their rigor, quality curriculum and support. In addition, college credit is earned on end of course assessments rather than end of year assessments.

AGENDA ITEM: **Action on Course Proposals for 2013-14**

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Lisa Switzer, Curriculum & Program Development Coordinator**
Tim Wald, Principal – South Campus
Don Bosch, Principal – North Campus
David Law, Assistant Superintendent

BACKGROUND:

Annually, high school departments and administrators review and evaluate all course offerings and determine the following:

1. Course Additions and Revisions, based on changes in state standards, opportunities to increase rigor or otherwise better meet student needs, or other rationale; and
2. Course Deletions, based on changes in state standards, low enrollment, or other rationale.

This evening's recommendations were reviewed and recommended by the secondary principals and district administration; reviewed by the Community Curriculum Advisory Committee on October 4, 2012; and by the School Board during work-study on October 22, 2012. This evening Lisa Switzer, Curriculum and Program Development Coordinator, will present the recommendations for School Board action.

RECOMMENDATION: The administration recommends approval of the attached course proposals for 2013-14.

BACKGROUND: The following are the new course proposals and course title changes for the 2012-13 school year.

New Courses				
Department	Course Title	Term	Grade Level	Rationale
Science	Introductory Physics	Full Year	11-12	State science standards are more rigorous, requiring that students complete either chemistry or physics in high school. In the past, students could take any science elective course at 11 th or 12 th grade to meet the requirements. Due to the mathematical nature of both chemistry and physics, students who struggle in math need introductory options. Currently teachers recommend students for Introductory Physical Science in 9 th grade and Introductory Biology in 10 th grade. The addition of Introductory Physics would allow teachers to recommend either Introductory Chemistry or Introductory Physics to meet the state requirements. The concepts taught in Introductory Physics are concrete and allow for hands on learning. Approximately 7% of our student population would be recommended for Introductory Physics or Chemistry course.
Social Studies	Intro to Geography and Geography	semester	9th	The recommendation for Geography is consistent with the 9-12 social studies recommendations, which require the equivalent of a semester of geography to be taught at the 9-12 level.
Social Studies	Advanced Placement Geography	semester	9th	Provides an additional opportunity for students to receive college credit. In addition to the rationale for placement of Geography at grade 9, the social studies department recommended Advanced Placement Human Geography as an option for 9 th graders. This would continue our practice of offering an AP course to 9 th graders. Approximately 150 students/year (25% of class) have enrolled in AP Macroeconomics in recent years, the current college credit offering at the 9 th grade level. We anticipate that by establishing a strong base for an AP course through 8 th grade Enriched Geography, we can increase the number of students who enroll in a 9 th grade social studies AP course, and improve on the percentage of students who meet the threshold for college credit.

Social Studies	Advanced Placement U.S. History	Full year	10th	Provides an additional opportunity to receive college credit. Currently 10 th graders have the choice of regular U.S. History, taken by 75% of the students, and American Experiment, an integrated class taught jointly by social studies and language arts teachers over a 2 period block. By adding AP U.S. History, student options will increase and allow for an advanced placement option at the 10 th grade level.
Social Studies	Advanced Placement World History	Full year	11th	Provides an additional opportunity for students to receive college credit which aligns with the new state social studies standards. Currently at the 11 th grade level students have the choice of regular World History or Advanced Placement European History. By offering the AP option in World History, we are giving students a college option that will be consistent with the placement of World History state standards at the 11 th grade level.

Deletions				
Department	Course Title	Term	Grade Level	Rationale
Social Studies	Civics and Introduction to Civics	semester	9-10	Currently students are required to take 3.5 credits of social studies in high school. The number of credits remains unchanged in the 2011 social studies standards. With the addition of human geography standards specific to the 9-12 grade band and the decision that the geography standards could not be adequately embedded in other 9-12 offerings, civics and government will no longer fit into the 3.5 required social studies credits. The required standards will be met by Government and Politics.
Social Studies	The United States: A Nation of Diversity	semester	9-10	This course had sufficient enrollment during the four period day but has not maintained enough enrollment in the 6 period day. This course has not had sufficient enrollment in the last four years.
Social Studies	Service Corps	semester	11-12	This course had sufficient enrollment during the four period day but has not maintained enough enrollment in the 6 period day. This course has not had sufficient enrollment in the last four years.
Social Studies	Intercultural Studies	semester	11-12	This course had sufficient enrollment during the four period day but has not maintained enough enrollment in the 6 period day. This course has not had sufficient enrollment in the last four years.

Changes				
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Department	Course Title	Length	Grade	Rationale
Physical Education	Renaissance Performance Fitness Trends Racquet Sports Recreational Sports World of Dance Tournament Team Outdoor Education and Recreation	Semester	Current 10-12 Proposal 9-12	Allowing 9 th graders the opportunity to choose these physical education electives gives students and administration more flexibility in scheduling at North Campus. In addition, allowing 9 th graders into these classes could help to balance physical education elective class sizes.
Language Arts	Yearbook	Full Year	11-12	The proposed change in the credit option from 1 elective credit to .5 lang. arts/.5 elective allows students who would like to have an authentic journalistic, artistic, business experience to receive a semester language arts credit. Currently 11 students are enrolled in Yearbook. The projected enrollment triples the current enrollment and is based on a survey in which 48% of juniors responded that they would like to take yearbook if it would fulfill a semester twelfth grade Language Arts credit.
Social Studies	College in the Schools: American Democracy in a Changing World (Political Science – POL 1001)	semester	12	This course would replace an existing higher level course (Advanced Placement United States Government and Politics) that needed to be shortened to a semester as a result of a change in 9-12 social studies standards and scope and sequence. The format of this new course is viewed as a better academic fit for a single semester time frame while still engaging students at a challenging level and allowing for college credit to be earned.

Math	Intro to Pre-Calculus	Full year	9-10	In past years, we have offered a semester course called “Algebra 3/Trig” for students at South Campus who have completed Honors Algebra 2 but need additional support with Algebra before they move forward with Precalculus/Trig. Honors Algebra 2 is now offered at both middle schools; therefore North Campus will need a similar option. The course would combine Algebra 3 with Precalculus A for a full year course. This would allow students to stay on track to eventually take the Calculus AP test.
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RECOMMENDATION: Course proposals will be placed on the October 22, 2012 Work Study agenda. Course proposals will be placed on the November 12, 2012 Board agenda as an action item.

AGENDA ITEM: **Application for Student Activities Grant**

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Operational Items**

CONTACT PERSON(S): **Tim Hermann, Activities Director**
Tim Wald, South Campus Principal
Don Bosch, North Campus Principal

BACKGROUND:

During the summer of 2010, Mr. Hermann made a review of our protocols in student activities including our sources of revenue. Upon review he noted that we had not been applying for a Minnesota State High School League grant to subsidize the cost of student activities for students who otherwise might not be able to participate because of financial challenges. Currently, within White Bear Lake, some funding is available from private sources to offer partial scholarships to students. For the past two years we have applied for this grant, and were granted approximately \$2,000 each year to use for student support.

The application process requires the School Board to formally act upon the request noted below. The administration recommends that the School Board approve this grant application.

RECOMMENDATION:

Whereas the Minnesota State High School League Foundation has offered a grant opportunity to assist, recognize, promote, and fund extra-curricular participation of high school students in an athletic or fine arts program, the White Bear Lake Area Public Schools School Board supports this grant application.

AGENDA ITEM: Resolution Establishing Procedures For Reimbursement
Of Certain Expenditures From Proceeds Of Future Bond
Issues Or Other Borrowing

MEETING DATE: November 12, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON: Pete Willcoxon

Background:

School District legal counsel has prepared the resolution establishing procedures for reimbursement of certain expenditures from proceeds of future bond issues or other borrowing.

This is necessary because our three elementary projects will incur expenses prior to receiving funds from Wells Fargo.

This resolution is similar to ones passed by the School Board in 1993 and 2006.

Recommendation:

It is recommended by administration that the Board approve the attached resolution.

CERTIFICATION OF MINUTES

ISSURER: INDEPENDENT SCHOOL DISTRICT NO. 624 (WHITE BEAR LAKE AREA SCHOOLS)
WHITE BEAR LAKE, MINNESOTA

GOVERNING BODY: SCHOOL BOARD

KIND, DATE, TIME AND PLACE OF MEETING:

A regular school board meeting, held November 12, 2012, at 7:00 o'clock p.m., in the
School District.

MEMBERS PRESENT:

MEMBERS ABSENT:

DOCUMENTS ATTACHED: Extract of Minutes of said meeting.

RESOLUTION ESTABLISHING PROCEDURES FOR REIMBURSEMENT
OF CERTAIN EXPENDITURES FROM PROCEEDS OF FUTURE BOND
ISSUES OR OTHER BORROWINGS

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, as listed above; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS MY HAND officially as such recording office this 12th day of November, 2012.

School District Clerk

Member _____ moved the adoption of the following resolution:

RESOLUTION ESTABLISHING PROCEDURES FOR REIMBURSEMENT
OF CERTAIN EXPENDITURES FROM PROCEEDS OF FUTURE BOND
ISSUES OR OTHER BORROWINGS

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

1. Purpose. The Internal Revenue Service has issued Treasury Regulations Section 1.150-2 (the "Regulations") to provide rules governing Bonds issued after June 30, 1993, the proceeds of which are allocated to reimburse an Issuer for certain expenditures made prior to the date of issue of those Bonds. An allocation of the proceeds of a Bond issue to reimburse certain previously paid expenditures must comply with the Regulations to be an expenditure of Bond proceeds. If a Bond meets the requirements of the Regulations, the Bond proceeds are deemed to be spent when they are allocated to reimburse the prior expenditure. The Board of Independent School District No. 624 (the "District") desires to establish procedures necessary to comply with those Regulations. The terms used in this resolution shall be as defined in the Regulations.
2. Official Intent Requirement. The Regulations, in those situation in which they are applicable, require a District to declare a reasonable official intent (the "Official Intent Declaration") to reimburse itself for certain previously paid expenditures from the proceeds of subsequent Bonds or other borrowings of the District (the "Bonds"). The Board hereby authorizes the superintendent or the business manager to make the District's Official Intent Declarations or to delegate that responsibility from time to time to other appropriate District officers or employees. Each Official Intent Declaration shall comply with the requirements of the Regulations, including, without limitation, the following:
 - a) Each Official Intent Declaration shall be made not later than sixty (60) days after the date the District pays the applicable expenditure and shall state that the District reasonably intends to reimburse itself for those expenditures with the proceeds of a future borrowing;
 - b) Each Official Intent Declaration shall, at a minimum, contain a general functional description of the property, project or program for which the expenditure to be reimbursed is paid (for example, "acquisition and betterment of school facilities" or a specific identifiable project). In the alternative, a description is sufficient if it identifies the fund or account from which the expenditure is to be paid and a general functional description of that fund or account (for example: General Fund – general school district operations and maintenance; Capital Expenditure Fund – school district equipment and capital improvements);
 - c) Each Official Intent Declaration shall contain a statement of the maximum principal amount of debt to be issued for the purposes of the specified property, project or program;

- d) Each Official Intent Declaration shall be considered public data and shall be made available for public inspection in compliance with the Minnesota Government Data Practices Act at the main administrative offices of the District within a reasonable period of time, but not exceed 30 days, after the date of said declaration. An Official Intent Declaration shall remain available for public inspection until the day after the issuance of the Bonds from which the prior expenditures are to be reimbursed, and shall be made available to the Bond counsel for that issue.

It is the intention of the Board that an Official Intent Declaration shall be made only if, as of the date of the declaration, the District reasonably expects that it will reimburse the expenditure with Bond or borrowing proceeds. The Board understand that the determination as to whether the expectation to reimburse is reasonable is based on all relevant facts and circumstances, including the purpose for the declaration, the history of actual reimbursement of other expenditures for which official intent was declared and which were actually paid, and the District's actions taken toward reimbursement of the expenditures.

3. Reimbursement Period Requirement. The administration shall advise the Board from time to time on timing issues relating to reimbursements for which Official Intent Declarations have been made, including recommendations on the timing of the issuance of Bonds so that the reimbursement allocations occur not earlier than the dates on which the expenditures are paid and not later than eighteen (18) months after the later of (a) the date on which the expenditure is paid or (b) the date on which the property is placed in service or abandoned (but in no event more than three(3) years after the original expenditure, except as provided in Treas. Reg. 1.150-2(2)(d)(ii) and (iii). The officials designated above to make the Official Intent Declarations shall also be responsible for making the appropriate reimbursement of allocations to reimburse the source of temporary financing used by the District to make the payments for the prior expenditures. Each allocation shall be evidenced by an entry on the official books, records or accounts of the District maintained for such reimbursement Bonds; shall specifically identify the actual prior expenditure being reimbursed or, in the case of a reimbursement of a particular fund or account, the fund or account from which the expenditure was previously paid. This allocation shall be effective to relieve the Bond proceeds involved from any restrictions under the Bond resolution or other relevant legal documents for those Bonds and under any other state statute applicable to unspent proceeds of that Bond issue.
4. Capital Expenditure Requirement.
- a) General. An original expenditure to be reimbursed from Bonds proceeds must be a capital expenditure, a cost of issuance for a Bond or an expenditure defined in the applicable Treasure Regulation.
- b) Capital Expenditures. The term "capital expenditure" as used in the Regulations means any cost of a type that is properly chargeable to a capital account. Whether an expenditure is a capital expenditure is determined at the time the expenditure is paid. Capital expenditures do not include expenditures for items of current operating expense that are not properly chargeable to a capital account. Costs incurred to acquire, construct or improve land, buildings, and equipment generally are capital expenditures. Under the Regulations, the issuance costs of issuing reimbursement Bonds are also treated as capital expenditures.

- c) Preliminary Expenditures. The Official Intent Requirement does not apply to preliminary expenditures that are reimbursed with proceeds of a Bond that finances all or a portion of the property, project or program with respect to which the preliminary expenditures were incurred. The term "preliminary expenditures" includes architectural, engineering, surveying, soil testing, reimbursement Bond issuance, and similar costs that are incurred prior to commencement, rehabilitation or acquisition of a property, project or program, but does not include land acquisition, site preparation and similar costs incident to commencement of construction. Preliminary expenditures include only amounts that do not exceed in the aggregate twenty percent (20%) of the issue price of that portion of a Bond issue or Bond issues that finance the property, project or program with respect to which the preliminary expenditures were incurred.
- d) Transition Rule Expenditures. The Official Intent Requirement also does not apply to certain expenditures paid by the Issuer if the expenditures comply with the transition rule provisions of the Regulations.

The motion for 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 the same:

whereupon said resolution was declared duly passed and adopted.

AGENDA ITEM: **Action on Lease Levy for Administrative Space at
Lakeaires Elementary School**

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON: **Pete Willcoxon Sr.
Executive Director of Business Services**

Background:

As a result of the recently concluded legislative session, school districts now have the authority to ask the Commissioner of Education for permission to include administrative space as part of the review and comment request for construction under the lease levy authority.

The language provides that the school board pass a resolution stating its intent to lease instructional space if the commissioner does not grant authority to levy for the lease of administrative space. The language also must include the language that states that the lease cost for administrative space is no greater than the lease cost for the district's proposed instructional space.

For our current project at Lakeaires Elementary School we have proposed to relocate the current administrative space into the new construction area so that we can provide a more contiguous instructional learning area, as well as create a secure entrance for our school.

Below is the resolution that administration recommends for adoption.

This resolution would then be included in our formal request for levy authority for the project.

Recommendation:

Be it hereby resolved that the School Board of Independent School District #624 formally requests that the Commissioner of Education grant the school district authority to enter into a lease levy agreement to fund the proposed addition to Lakeaires Elementary School.

Be it further resolved that the cost associated with the administrative space is no greater than the lease cost for the district's proposed instructional lease and

Be it further resolved that the school board intends to lease instructional space even if the commissioner does not grant authority to levy for the lease of said administrative space.

AGENDA ITEM: **Action on Lease Levy for Administrative Space at Willow Lane Elementary School**

MEETING DATE: **November 12, 2012**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON: **Pete Willcoxon Sr.**
 Executive Director of Business Services

Background:

As a result of the recently concluded legislative session, school districts now have the authority to ask the Commissioner of Education for permission to include administrative space as part of the review and comment request for construction under the lease levy authority.

The language provides that the school board pass a resolution stating its intent to lease instructional space if the commissioner does not grant authority to levy for the lease of administrative space. The language also must include the language that states that the lease cost for administrative space is no greater than the lease cost for the district's proposed instructional space.

For our current project at Willow Lane Elementary School we have proposed to relocate the current administrative space into the new construction area so that we can provide a more contiguous instructional learning area, as well as create a secure entrance for our school.

Below is the resolution that administration recommends for adoption.

This resolution would then be included in our formal request for levy authority for the project.

Recommendation:

Be it hereby resolved that the School Board of Independent School District #624 formally requests that the Commissioner of Education grant the school district authority to enter into a lease levy agreement to fund the proposed addition to Willow Lane Elementary School.

Be it further resolved that the cost associated with the administrative space is no greater than the lease cost for the district's proposed instructional lease and

Be it further resolved that the school board intends to lease instructional space even if the commissioner does not grant authority to levy for the lease of said administrative space.

AGENDA ITEM: Proposal to Support a Community Facilities Assessment

MEETING DATE: November 12, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Dave Guenther
Director of Community Services and Recreation

BACKGROUND:

In the fall of 1998, the White Bear Area Athletic Association (WBAAA), along with several local municipalities and the School District, sponsored an athletic facilities study to determine the adequacy of the athletic facilities in the school district.

The study indicated need in several areas to include: soccer fields, baseball fields, indoor ice sheet and aquatic facilities. Over the course of the next 14 years this study influenced several significant facility improvements in our school district. While there have been significant accomplishments, there is still work to do.

Over the past four years staff from the Cities of White Bear Lake, Vadnais Heights, Hugo, White Bear Township and the White Bear Lake Area School District have been meeting on a quarterly basis to discuss a wide range of topics. Several updates on athletic facilities have been given to this group along with the School Board. These updates have listed new facilities, but, have not compared facilities to current and projected use. This group believes that it is time to do another athletic facilities study.

On August 22, 2012, a meeting was called of the local athletic associations and the city managers from Hugo, Vadnais Heights, White Bear Township and the City of White Bear Lake. The municipalities and Associations were asked to consider contributions to support the assessment. For the most part these groups have responded in a positive manner and we have received several commitments to support this study from the municipalities and Associations.

We are asking the School Board to support this joint project at a cost not to exceed \$10,000. Based on preliminary estimates, we anticipate that the joint study will cost in the range of \$20,000-\$30,000, with no more than one third the cost coming from the School District. The exact cost will be determined after the District receives responses from our RFP. A copy of that RFP is attached.

Recommendation:

That the White Bear Lake School Board support the community facility study with an amount not to exceed \$10,000.

Athletic Facility Needs Analysis RFP –Draft for Review

(DG 10-25-12)

Purpose

Main purposes for the facilities assessment in order of importance, are:

1. To evaluate the adequacy of the athletic facilities within the White Bear Lake School District.
2. To assist the School District and municipalities in a regional planning process for athletic facilities.
3. To help prioritize projects and expenditures among public agencies.
4. Improve access to and quality of the athletic facilities in the WBL Area School District.

Audience

Our primary audiences for this assessment in order of importance, would be:

1. Municipal and School District elected officials and administrative staff.
2. Members of the various athletic associations within the district.
3. The general public.

Scope

The scope of the assessment will include:

1. An inventory of existing public athletic facilities (city and school fields, gymnasiums, pools, skating facilities etc.) within the White Bear Lake Area School District boundaries (Cities of White Bear Lake, White Bear Township, Vadnais Heights, Hugo, North Oaks, Gem Lake, Lino Lakes, Birchwood Village.)
2. Comparison of facilities to national and local standards.
3. An analysis of the adequacy of the athletic facilities to meet current and future anticipated needs.
4. Recommendations regarding facility management, expansion and additions to meet the forecast demand.

The specific facilities and activities to be evaluated include fields for baseball, softball, soccer, lacrosse, tennis, ultimate frisbee, football and recreation for Senior Citizens. Indoor gymnasiums for basketball, volleyball, gymnastics, wrestling, adaptive sports, Special Olympics, racquet sports, and recreation and indoor and outdoor skating rinks.

Budget

The budget for this project is expected to be in the range of \$20,000-30,000.

General

The School District reserves the right to reject any or all proposals or parts of proposals and to make final decisions on the basis of considerations other than lowest cost. The District also reserves the right to request additional information concerning any proposal

for purposes of clarification, to accept or negotiate any modification to any proposal, and to waive any irregularities in proposals if it would serve the best interests of the District.

Any contract arising out of this request for proposals is subject to final approval by the School Board. If there is any conflict between a proposal and this RFP, the RFP shall control. If there is any conflict between a proposal and the contract, the contract shall control.

In addition to a description of how the firm will accomplish the needs analysis and a cost for services, the proposal should include the following:

Contact information. Name, address, and phone number of the consulting firm.

Form of organization. Whether firm is a partnership, corporation, or sole proprietorship, where it is organized, and the names of principals, officers, and directors of the firm

Key personnel. Names of key personnel, their respective titles, experience, and periods of service with the firm

Statement of qualifications. A narrative or other statement by the firm of its qualifications for the proposed project

Availability. A brief statement of the availability of key personnel of the firm to undertake the proposed project and a timeline to complete the project.

Project list. List of projects completed by the firm

References. Names and telephone numbers of persons whom the agency can call for references regarding the firm's past performance, preferably on similar projects.

Time Line

May – October 26	Develop RFP with feedback from stakeholders
11/1/2012	Issue RFP
11/20/2012.....	RFP Deadline (2:00 pm)
12/10/2012.....	Award of Contract

Proposals should be submitted to:

Dave Guenther
White Bear Lake Area School District
4855 Bloom Ave.
White Bear Lake, Mn 55110

AGENDA ITEM: Accept Brosious Teaching Grants from the
White Bear Lake Area Educational Foundation

MEETING DATE: November 12, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Dr. Michael Lovett, Superintendent

BACKGROUND:

The White Bear Lake Area Foundation has forwarded nine Brosious Teaching Grants to the superintendent, with a request that these grants be formally accepted by the School District.

As part of our internal process, the Foundation reviews the proposals with our assistant superintendent and our Teaching and Learning office. We confirm that each of the proposals are consistent with our curriculum, and if technology is used, that it is consistent with our technology plan.

RECOMMENDATION:

Accept the Brosious Teaching Grants as shown in the attached materials in the total amount of \$20, 955.

2012-2013 Brosious Grant Applications Summary

#1 – 9th grade Language Arts: “Hero Library” for 9th grade Honors Literature’s Biography Unit. The students in the 9th grade honors class have a yearlong biography project. The purpose of the books purchased in this grant is to **examine the qualities of a hero** before they choose their person to study. They see these books being utilized by potentially all 9th grade Language Arts teachers. The 41 books about heroes that will be purchased with this grant have already been approved by our District’s Curriculum Administrators. This grant also includes the funds to purchase 200 additional books next fall. A list of these books will be sent to our Foundation for approval. (\$800)

#2 – 6th grade Central Middle School Physical Science: “Energy Works” is a Nat’l Energy Education Development Project (NEED). The purpose of this grant is to teach Physical Science students the science of energy before they learn about the sources of energy, electric power production, energy efficiency & conservation. The NEED energy activities and informational booklets are free & online. The 3 kits being requested (Energy Works Kit, Energy of Moving Water Kit, & Monitoring & Mentoring Kit) are needed to run their hands-on explorations. (\$3,000)

#3 – 6th, 7th & 8th grades Central Language Arts & French: This “**International Book Adventures Grant**” will purchase multi-cultural books, Playaways & books written in foreign languages to expand global awareness. The complete list of books & stories have been approved by District Curriculum Administrators. They will be used in group literacy circles, individual exploration, and World Language classes. All books will be housed in the Central Media Center. All can be borrowed by Sunrise & can be carried back & forth by traveling World Language teachers. The selections will promote new cultural understanding. (\$2839)

#4 – Transition Plus: “Nexus 7 Connection” – The purchase of eight **Nexus 7 personal tablets** will provide support for students to become as independent & successful as possible in their own home and community setting. Teachers plan to learn the nuances of the tablet & be able to navigate the technology by December 2012. By March 2013 teachers will have completed 6 lessons (2 for each Independent Living domain – Home living, recreation & leisure, and community participation). Individual lessons, both for at school and at home or in the community will be completed by June, 2013. By Nov., 2013 teachers will have completed 4 more lessons for each domain. This technology will provide support for students to become as independent & successful as possible in their own home and community setting. (\$2,383)

#5 – Matoska teachers & school psychologist working with children with Special needs & EBD students are requesting to create a “**Physical Movement Activity Center**” in one classroom at each grade level. The goal is that if the special needs/EBD students have the opportunity to use cardio equipment in the classroom, they’ll get the physical activity they seek and can stay in their classroom to receive instruction. This will decrease time out of the class due to needed

movement breaks. Teachers from each grade level have agreed to incorporate the equipment in their classroom and create a movement center for these students if they receive this grant. To be purchased: 2 child size treadmills \$220; manual treadmill \$1,300; desk pedal cycles 12 for \$480 = \$2,000

#6 – 7th grade Central Middle School Science “Microscopes”: - Classrooms now working with 15 year old microscopes. They are requesting 8 student stereomicroscopes to share in small groups & 1 digital microscope for the teacher to guide students in their discoveries and to share student findings from the smart board. (\$2,930)

#7 – 9th & 10th grades North Campus World Language: They would like to purchase 70 (2 class sets of 35) of **Logitech H390 USB Headsets w/ Noise Canceling Microphones** to communicate around the world. Students will have more practice in *listening and speaking* the world languages they are studying. They will incorporate Web 2.0 tools into their curriculum. They will use Skype, Global E-Pals, Voice Thread, Audacity & can embed voice recordings onto their Schoology class sites.(\$2,800)

#8 - 9th & 10th North Campus Language Arts: “Playaway Team Reading Programs” – Purchase 10 Samsung W300 digital video cameras to use during their Film, Video & Media Analyses Unit. By giving students access to video cameras, students will be able to evaluate how film and video is used, & then create their own production. Editing videos & technology instruction will be taught after initial filming. The use of these video cameras helps to meet the Language Arts state standards on Media Literacy. (\$1,350)

#9 -11th & 12th South Campus Chemistry & Physics “Chemistry & Physics Close Up (CPCU) Chemistry & Physics teachers want to order the AverVision W30 Wireless Document Camera. Using wireless document cameras accompanied by Smart board displays allows teachers to model procedures for performing a wide range of labs & chemistry demonstrations with visual enhancement. The wireless feature of the document camera will allow for the demonstrations to be carried out a safe distance away & students can observe the reactions on the Smart Board. It will also be integrated with Schoology. (\$2,853)