

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

February 11, 2013

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: Michael J. Lovett
Superintendent of Schools

Date: January 4, 2013

A Student Recognition will be held on **Monday, February 11, 2013**, 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, February 11, 2013** at 7:00 p.m. in Community 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 for Public Forum.

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 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. 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 contact 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. Update on Partnership with YMCA
2. Superintendent's Report

D. DISCUSSION ITEMS

1. First Reading of Policy 504, Student Dress and Appearance
2. First Reading of Policy 603, Curriculum Development
3. First Reading of Policy 604, Instructional Curriculum
4. First Reading of Policy 613, Graduation Requirements

E. OPERATIONAL ITEMS

1. Proposed School Calendars for 2013-14 and 2014-15
2. Award of Bids - Phase II of Vadnais Heights Elementary HVAC Project
3. Action on Matoska International Baccalaureate World School Funding Mechanism
4. Action on MSHSL Foundation Grant Request
5. Second Reading of Policy 495, Leave of Absence Policy
6. Second Reading of Policy 533, Wellness

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **February 11, 2013**
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: **February 11, 2013**
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, January 14, 2013 at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEM

- 1 Chair Swanson called the meeting to order at 7:00 p.m.
- 2 Roll Call- Present: ***Chapman, Hiniker, Newberg, Shevik, Storey, Swanson***
Absent: ***Kimball***
Ex-Officio: Lovett
Cabinet: Present – Daniels, Guenther, Law, Picha, Willcoxon
- 3 Pledge of Allegiance
- 4 Reorganization of the School Board
 - A. The Chair called for nominations for Board Chair. Hiniker nominated Newberg. There were no further nominations and a unanimous ballot was cast for Newberg. ***Voice vote: all ayes. Motion carried. Newberg assumed the Chair.***
 - B. Nominations were opened for the position of Vice-Chair. Swanson nominated Hiniker. There were no further nominations and a unanimous ballot was cast for Hiniker. ***Voice vote: all ayes. Motion carried.***
 - C. Nominations were opened for the position of Board Clerk. Chapman nominated Storey. There were no further nominations and a unanimous ballot was cast for Storey. ***Voice vote: all ayes. Motion carried.***
 - D. Nominations were opened for Treasurer. Shevik nominated Kimball. There were no further nominations and a unanimous ballot was cast for Kimball. ***Voice vote: all ayes. Motion carried.***
- 5 Hiniker moved, Swanson seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
- 6 Storey moved, Chapman seconded to approve the consent agenda consisting of:
 - approval of minutes of regular meeting on December 10, 2012, and special work-study session of January 7, 2013;
 - 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 personnel issues to include:
 - **Resignations - Classified Staff**
Margaret Coleman – Pupil Support Assistant, High School

Employed by District 624 since 10/09/1995, Effective Date: 01/09/2013

Rebecca Graham – Pupil Support Assistant, Sunrise Middle School

Employed by District 624 since 09/01/1999

Effective Date: 12/18/2012

Doriles Happe – Program Assistant Leader, Birch Lake Elementary

Employed by District 624 since 08/27/2012

Effective Date: 12/21/2012

Orville Vaughn – Bus Driver, Bus Driver

Employed by District 624 since 08/29/2012

Effective Date: 01/11/2013

➤ **Retirements - Classified Staff**

Mary Deloach – Administrative Assistant-Early Childhood, Normandy Park

Employed by District 624 since 08/29/1986

Effective Date: 01/31/2013

Sandra Douglas – SPED Finance Support/3rd Party Billing, District Center

Employed by District 624 since 08/28/1990

Effective Date: 12/21/2012

➤ **Resignations - Certified Staff**

Christine Maravich – LTS Elementary Teacher, Willow Lane Elementary,

Employed by District 624 since 08/22/2012

Effective Date: 01/17/2013

Beth Solensky – Elementary Teacher, On Leave

Employed by District 624 since 08/26/2010

Effective Date: 06/07/2013

➤ **Resignations - Extra Curricular**

Jeffrey Wagner – Varsity Baseball Coach

Effective Date: 12/14/2012

➤ **Retirements - Certified Staff**

Barbara Brenk – Occupational Therapist, Lincoln, Oneka, Vadnais & Willow

Employed by District 624 since 03/10/1986

Effective Date: 06/07/2013

Deborah Butters – Physical Education Teacher, On Leave

Employed by District 624 since 08/26/1991

Effective Date: 06/07/2013

Connie Hamilton – Vocal Music Teacher, Sunrise Middle School

Employed by District 624 since 08/26/1991

Effective Date: 06/07/2013

Sharon Johnson – SPED Teacher, Birch Lake Elementary

Employed by District 624 since 10/01/1984

Effective Date: 06/07/2013

Mary King – School Psychologist, High School

Employed by District 624 since 12/05/1988

Effective Date: 06/07/2013

Julianne Paulson – School Nurse, Birch Lake, Lincoln, High School

Employed by District 624 since 08/27/1987

Effective Date: 06/07/2013

Thomas Paulson – Industrial Technology Teacher, Central Middle School

Employed by District 624 since 08/21/1986

Effective Date: 06/07/2013

➤ **Leaves Of Absence - Classified Staff**

Lori Hafner – Satellite Manager, Vadnais Heights Elementary

Employed by District 624 since 09/09/1997

Effective Dates: 09/04/2012 through 03/11/2013

Nancy Peltier – Full Time Cook, High School

Employed by District 624 since 10/16/2000

Effective Dates: 05/12/2012 through 05/12/2013

Samantha Terry – Bus Aide, Bus Garage

Employed by District 624 since 09/02/2008

Effective Dates: 11/06/2012 through 01/01/2013

➤ **Leaves Of Absence – Certified Staff**

Jennifer Babiash – .8 Equity/Integration Program Coordinator, High School

Employed by District 624 since 08/21/2003

Effective Dates: 01/02/2013 through 06/07/2013

Kayleen Baskin – Associate Principal, High School

Employed by District 624 since 07/01/2012

Effective Dates: 12/07/2012 through 12/27/2012

Karen Schmitz – Guidance Counselor, Central Middle School

Employed by District 624 since 08/25/2005

Effective Dates: 11/19/2012 through 12/28/2012

➤ **Sabbatical Leave Of Absence Cancelled – Certified Staff**

Louis Ferreri – Art Teacher, High School

Employed by District 624 since 08/23/1999

Effective Dates: 01/18/2013 through 06/13/2013

➤ **New Personnel - Classified Staff**

Elizabeth Mayer – Pupil Support Assistant, Sunrise Middle School

\$16.65 /hr. 6.50 hrs. /day 99 days \$10,714.28

Effective Date: 01/07/2013

Amy Ottaviani – Cultural Liaison, Normandy Park

\$23.00 /hr. on Timesheet

Effective Dates: 12/17/2012 through 06/30/2013

Lori Wills –Pupil Support Assistant, Sunrise Middle School

\$16.65 /hr., 6.50 hrs. /day, 99 days \$10,714.28

Effective Date: 01/07/2013

➤ **Long Term Substitute - Certified Staff**

Pamela Tarasar – Speech Clinician, Birch Lake Elementary

MA+60, Step 12 \$12,703.03

Effective Dates: 01/07/2013 through 03/15/2013

➤ **Long Term Substitute Assignment Change- Certified Staff**

Ken Kapphahn – SPED Teacher, Lakeaires Elementary

Effective Dates: From 08/27/2012 through 01/18/2013

Roll call vote: ayes: Chapman, Hiniker, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.

B. PUBLIC FORUM – No one spoke at the Public Forum.

C. INFORMATION ITEMS

1. Energy Star “Top Performer” Award – Since beginning the SEE program in 2010, White Bear Lake Area Public Schools has reduced its total energy use by 6%, avoiding over \$160,000 in costs. The Board accepted an award from SEE representatives Ann Arney and Amy Anderson in honor of our becoming an Energy Star Top Performer. The impressive gains in energy reductions have ranked White Bear Lake Area Schools among the top performing energy efficient school districts in the nation. Phil Fisher, Manager of Building Operations, accepted the award on behalf of the Board.

2. Recognition for Partnership with Tamarack Nature Center - The Minnesota Recreation and Parks Association's Children and Nature Connection Committee awarded White Bear Lake Area Public Schools Early Childhood Program the Meritorious Service Award for 2012 for providing exceptional opportunities for area families to connect young children to nature through Early Childhood and Family Education (ECFE) and School Readiness experiences at Tamarack Nature Center. The award recognizes outstanding services performed to benefit children, nature and recreation for the citizens of Minnesota. Marcie Oltman, of Tamarack Nature Center, presented the award. David Guenther, Director of Community Services and Recreation, accepted on the award on behalf of the School Board.
3. Welcome to White Bear Week - John Leininger, principal at Matoska International IB World School, Dr. Bob McDowell, principal at Sunrise Park Middle School, and Don Bosch, principal at North Campus, along with students from their respective schools, shared their insights into the academics and extra-curricular activities and involvement at their schools. Many events for new students and their families are available during January in celebration of "Welcome to White Bear Lake Week". A schedule of events is available on the District website.
4. Superintendent's Report - Dr. Lovett reported on the following:
 - Events are occurring during this month in celebration of White Bear Lake Schools. New students and their families are invited and encouraged to join us during these events.
 - Tips for avoiding the flu are available on the District website. All are encouraged to take extra precaution to avoid becoming ill with the flu.
 - There are many musical concerts occurring these next few nights as the first semester wraps up the end of this week.
 - Thank you to those area Legislators who joined us for a Board sponsored breakfast to discuss legislative priorities and also to those who attended the recent Association of Metropolitan School Districts (AMSD) session. We are grateful for the collaboration.Frankie Rossini, Student Board Representative, shared that Snow Days planning is currently underway for both North and South Campus. The Backpack Foodshelf program, a joint effort between the White Bear Lake Area School District and the White Bear Lake Foodshelf, is currently underway with volunteers collecting food at grocery stores throughout the area the week-end of January 19-20. The program assures that students in need will have food available to them during week-ends. For more information, please contact the White Bear Lake Area Food Shelf or the District.

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

D. DISCUSSION ITEMS

1. First Reading of Policy 495, Leave of Absence Policy - A new policy that provides criteria to give guidance as to when the school administration would recommend an employee leave of absence for discretionary purposes. This policy will be placed on the February 11 School Board meeting or subsequent meeting for approval.
2. First Reading of Policy 533, Wellness – The purpose of this policy is to assure a school environment that promotes and protects students' health, well-being, and ability to learn by supporting healthy eating and physical activity. This policy will be placed on the February 11 School Board meeting or subsequent meeting for approval.

3. Update on Planning for an Orchestra Program – Lisa Switzer, Curriculum and Program Development Coordinator, and Jeremy Rockford, high school band teacher, provided an update on planning for the Orchestra Program. The Board has been asked to consider that administration defer making a recommendation to begin orchestra for the 2013-14 school year, and instead develop a plan that would permit orchestra implementation beginning for the 2014-15 school year. This will allow for further review of what grade level to begin the program, complete budgetary planning assuring sustainability of all music programs and operational steps necessary to develop a quality program. A recommendation will be provided to the Board no later than November, 2013.

E. OPERATIONAL ITEMS

1. Chapman motioned and Shevik seconded to approve the 2013 School Board Operating Procedures. **Roll call vote: ayes: Chapman, Hiniker, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.**
2. Swanson motioned and Chapman to approve the School Board Members' Compensation to continue at the same rate for 2013; there has not been an increase in compensation for the Board since 2005. **Roll call vote: ayes: Chapman, Hiniker, Newberg, Shevik, Storey, Swanson nays – none; Motion carried.**
3. Storey motioned and Hiniker seconded to approve the appointment of Janet Newberg as ISD 624's representative to the Northeast Metro 916 Intermediate School District's Board. **Roll call vote: ayes: Chapman, Hiniker, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.**
4. Hiniker motioned and Shevik seconded to approve the appointment of Lori Swanson as ISD 624's representative to the East Metro Integration District 6067. **Roll call vote: ayes: Chapman, Hiniker, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.**
5. Swanson motioned and Storey seconded to approve the School Board Committee Assignments for 2013. **Roll call vote: ayes: Kimball, Newberg, Storey, Swanson, Chapman, Hiniker; nays – none; Motion carried.**
6. Chapman motioned and Hiniker seconded to approve the official depositories for the School District funds and authorized bank accounts and signatures for 2013. **Roll call vote: ayes: Chapman, Hiniker, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.**
7. Storey motioned and Swanson seconded to approve the White Bear Press as the official publication for the School District for 2013. **Roll call vote: ayes: Chapman, Hiniker, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.**
8. Hiniker motioned and Shevik seconded to approve the appointment of Chris Picha, Director of Human Resources, as the District Human Rights Officer, and Kathleen Daniels, Director of Special Services, as the District ADA/504 Coordinator in conformance with School Board policies. **Roll call vote: ayes: Chapman, Hiniker, Newberg, Shevik, Storey, Swanson ; nays – none; Motion carried.**
9. Swanson motioned and Shevik seconded to approve authorizing Dr. Michael Lovett as the Local Education Agency (LEA) representative for the purpose of reviewing and approving documents required for compliance to federal programs included in the Elementary and

Secondary Education Act (ESEA) for 2012. **Roll call vote: ayes: Chapman, Hiniker, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.**

10. Storey motioned and Hiniker seconded to approve the designation of legal counsel to Knutson, Flynn and Deans; Ratwik, Roszak, and Maloney; Rupp, Anderson, Squires and Waldsperger, P.A.; Karen Kepple at Northeast Metro 916; and others as needed for 2013. The School Board approves authorized personnel to contact legal counsel, including: School Board chair, Superintendent, Assistant Superintendent, Executive Director of Business Services, Director of Human Resources, Director of Special Services, Director of Community Services, and Director of Communications and Community Relations. **Roll call vote: ayes: Chapman, Hiniker, Newberg, Storey, Swanson, Hiniker; nays – none; Motion carried.**
 11. Chapman motioned and Swanson seconded to approve the Elementary Gifted and Talented Program Review recommendations: **Roll call vote: ayes: Chapman, Hiniker, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.**
 12. Hiniker motioned and Shevik seconded to approve the Anoka County Elections Joint Powers Agreement. **Roll call vote: ayes: Chapman, Hiniker, Newberg, Shevik, Storey, Swanson ; nays – none; Motion carried.**
 13. Second Reading of Policy 516, Student Medication
 14. Second Reading of Policy 518, DNR-DNI Orders
 15. Second Reading of Policy 521, Student Disability Nondiscrimination
 16. Second Reading of Policy 530, Immunization Requirements and Form,
Storey motioned and Hiniker seconded to approve these policies as recommended by the administration. **Roll call vote: ayes: Chapman, Hiniker, Newberg, Shevik, Storey, Swanson; nays – none; Motion carried.**
- F. BOARD FORUM** - Hiniker reported that the White Bear Lake Area Educational Foundation will host their annual fundraising event on April 27 at the Kellerman Event Center located in downtown White Bear Lake. All are encouraged to attend. More information is available by calling the Foundation office at 651-407-7696. Swanson congratulated Newberg on her election to Board Chair and thanked everyone for their support during her three years of serving as Board Chair. Newberg in turn, thanked Swanson.
- G. ADJOURNMENT** - Shevik moved; Swanson seconded to adjourn the meeting at 8:03 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, January 28, 2013 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 – Newberg called the meeting to order at 5:30 p.m.
2. Roll Call – Present: ***Chapman, Kimball, Newberg, Shevik, Storey, Swanson***
Absent: ***Hiniker***
Ex-Officio: Lovett
Cabinet: Present – Guenther, Law, Picha, Willcoxon

B. DISCUSSION ITEMS

1. School Board and Superintendent Goals and Strategic Plan Updates
 - a. I.I Progress Update – Principals and Coordinators met with their respective School Board liaisons to review progress towards student performance goals and efforts to meet these goals. Mary McGrane, Assessment, Accountability, RtI Coordinator, presented an overview of District Metrics Scorecard.
2. Preliminary Financial Forecast – Pete Willcoxon, Executive Director of Business Services, provide an overview of our five year financial forecast.
3. Technology Audit Presentation – Dr. Lovett, David Law, Assistant Superintendent, and Pete Willcoxon, provided an initial presentation of the Strategic Technology Audit/Plan provided by the BLE group. BLE members performed an on-site technology audit in December.
4. Proposed School Calendars for 2013-14 and 2014-15 School Years – Chris Picha, Director of Human Resources, provided information on the proposed school calendars for the 2013-14 and 2014-15 school years.
5. Preview of Negotiations for 2013-15 – Chris Picha provided a preview of negotiations.

- C. **ADJOURNMENT** - Shevik motioned; Kimball seconded to adjourn the meeting at 8:40 p.m. **Voice vote: All ayes. Motion carried.**

Submitted by: Cathy Storey, Clerk

Consent Agenda Item A-5(b)
February 11, 2013
School Board Meeting

AGENDA ITEM: **Monthly Check Registers**
MEETING DATE: **February 11, 2013**
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 - January

	1/15/2013	1/15/2013	1/28/2013	1/29/2013	1/31/2013
Direct Deposit 344990-346326	1,499,764.76				
U.S. Treasury (FICA, Medicare, withholding)	569,240.08				
MN State Income Tax	92,319.19				
PERA	88,091.53				
TRA	226,552.36				
ING	3,833.69				
American Funds	64,134.74				
White Bear Lake Teacher's Association	32,812.37				
State of MN - Unemployment Insurance		21,574.64			
Bond Payments - US Bank			998,350.00		
Bond Payments - Bremer				8,396,875.00	
Direct Deposit 346327-347698					1,595,352.02
U.S. Treasury (FICA, Medicare, withholding)					600,527.77
MN State Income Tax					97,467.92
PERA					90,997.95
TRA					230,299.92
ING					3,833.69
American Funds					64,625.56
White Bear Lake Teacher's Association					32,929.96

Check Nbr	Vendor Name	Check Date	Check Amount
38186	ABBOTT PAINT & CARPET INC	01/10/2013	46.12
38187	ABRAKADOODLE	01/10/2013	612.00
38188	ACOUSTICS ASSOCIATES	01/10/2013	16,870.00
38189	ADVANCED WIRELESS COMMUNICATIO	01/10/2013	124.68
38190	AGROPUR INC	01/10/2013	21,098.26
38191	AIG	01/10/2013	5,217.50
38192	AMERICAN HEART ASSOCIATION	01/10/2013	104.50
38193	AMERICAN MESSAGING	01/10/2013	107.64
38194	AMERICAN UNITED LIFE	01/10/2013	51,189.12
38195	AMERICAN UNITED LIFE	01/10/2013	255,875.00
38196	AMERIPRISE FINANCIAL SERVICES	01/10/2013	9,884.64
38197	ANDERSON, BARCLAY H	01/10/2013	37.40
38198	APPLIED ENVIRONMENTAL SCI INC	01/10/2013	17,260.15
38199	ASHLAND PRODUCTIONS INC	01/10/2013	160.00
38200	ASSOC FOR FACILITIES ENGINEERI	01/10/2013	205.00
38201	ASTLEFORD INTERNATIONAL TRUCKS	01/10/2013	3,072.40
38202	AT & T MOBILITY	01/10/2013	772.37
38203	AUTISM SOCIETY OF MINNESOTA	01/10/2013	170.00
38204	AXA EQUITABLE	01/10/2013	29,160.10
38205	THE BAKKEN MUSEUM	01/10/2013	1,430.00
38206	BANNIE, TODD	01/10/2013	76.00
38207	BARNETT WB CHRYSLER JEEP DODGE	01/10/2013	18.80
38208	BARTHOLD	01/10/2013	1,795.50
38209	BATTERIES PLUS	01/10/2013	95.88
38210	BEARTOWN AUTO BODY INC	01/10/2013	1,186.35
38211	BECKER ARENA PRODUCTS INC	01/10/2013	250.00
38212	BENSON, PAT	01/10/2013	17.00
38213	BEST WESTERN PLUS INN ON THE P	01/10/2013	296.78
38214	BUSINESS IMPACT GROUP	01/10/2013	589.31
38215	BILL WEIGEL SIGNS	01/10/2013	440.00
38216	BLB CONSULTING LLC	01/10/2013	1,790.00
38217	BLUE TARP FINANCIAL INC	01/10/2013	99.99
38218	BRAMSCHER, JUDEE	01/10/2013	25.50
38219	BRIDGEMAN, KATHRYN S	01/10/2013	4.00
38220	BRINSON, STEVEN	01/10/2013	73.00
38221	BROWN, DIANNE	01/10/2013	11.90
38222	BRUESKE, KARL A	01/10/2013	79.00
38223	BUREAU OF EDUCATION & RESEARCH	01/10/2013	440.00
38224	BURRILL, KATHLEEN ANN	01/10/2013	1,785.00
38225	BURT JR, ROBERT D	01/10/2013	73.00
38226	CAP ELECTRIC INC	01/10/2013	384.11
38227	CARLEN, JACOB J	01/10/2013	111.00
38228	CCP INDUSTRIES INC	01/10/2013	189.54
38229	CDW GOVERNMENT INC	01/10/2013	1,081.42
38230	CENGAGE LEARNING	01/10/2013	227.70
38231	CLARK ENGINEERING CORP	01/10/2013	796.00
38232	CLARK, CINDY	01/10/2013	11.05
38233	COCA-COLA BOTTLING MIDWEST CO	01/10/2013	1,175.28
38234	COLYER, KERRY	01/10/2013	133.00
38235	COMCAST	01/10/2013	40.95

Check Nbr	Vendor Name	Check Date	Check Amount
38236	COMMUNICATION MAILING SERVICES	01/10/2013	739.16
38237	CONNEY SAFETY	01/10/2013	659.01
38238	CONTINENTAL CLAY CO	01/10/2013	689.41
38239	CONTINENTAL RESEARCH CORP	01/10/2013	1,595.60
38240	COPY IMAGES INC	01/10/2013	5,184.80
38241	Vendor Continued Check	01/10/2013	0.00
38242	COPY IMAGES INC	01/10/2013	1,432.09
38243	CROSSROAD CONSTRUCTION	01/10/2013	2,226.75
38244	CUB FOODS OF WHITE BEAR TWSHP	01/10/2013	225.89
38245	Vendor Continued Check	01/10/2013	0.00
38246	Vendor Continued Check	01/10/2013	0.00
38247	DALCO CORPORATION	01/10/2013	10,353.32
38248	DARR, DAVID J	01/10/2013	73.00
38249	DEJARLAIS, MARILYN	01/10/2013	72.45
38250	DELLWOOD HILLS GOLF CLUB	01/10/2013	3,413.95
38251	DELTA DENTAL PLAN OF MN	01/10/2013	62,709.40
38252	DEMCO INC	01/10/2013	298.43
38253	DISCOUNT SCHOOL SUPPLY	01/10/2013	200.27
38254	DISCOVERY EDUCATION	01/10/2013	5,985.00
38255	DIVERSIFIED SNACK DISTRIBUTION	01/10/2013	2,204.04
38256	DOMINOS PIZZA	01/10/2013	179.08
38257	DOMINOS PIZZA	01/10/2013	117.65
38258	EARLY, SHERRY	01/10/2013	23.80
38259	ECKROTH MUSIC	01/10/2013	26.85
38260	EDUCATION MN ESI BILLING TRUST	01/10/2013	19,275.97
38261	EDUCATIONAL RESEARCH AND DEV	01/10/2013	150.00
38262	EDUCATION TO GO	01/10/2013	124.50
38263	F&N OPERATIONS LLC	01/10/2013	645.19
38264	FALVEY, KAY	01/10/2013	20.40
38265	FEDEX	01/10/2013	80.12
38266	FERRELLGAS	01/10/2013	164.47
38267	FIRST STUDENT INC	01/10/2013	34,885.39
38268	FIXTURECRAFT	01/10/2013	135.31
38269	FORCIER, ELSIE	01/10/2013	13.81
38270	FREAGON, LORI	01/10/2013	24.30
38271	FULLER, DONNA	01/10/2013	33.15
38272	GA CONSTRUCTION INC	01/10/2013	8,929.71
38273	GALLAGHERS NORTHWESTERN TIRE C	01/10/2013	296.85
38274	GARDEN & ASSOCIATES INC	01/10/2013	436.25
38275	GE CAPITAL RETAIL BANK	01/10/2013	474.85
38276	GENERAL PARTS LLC	01/10/2013	440.20
38277	GRAFFIC TRAFFIC LLC	01/10/2013	1,864.00
38278	GRAINGER	01/10/2013	1,312.69
38279	GRANDMA'S BAKERY INC	01/10/2013	153.17
38280	GREAT AMER OPPORTUNITIES INC	01/10/2013	2,250.00
38281	GREAT RIVER OFFICE PRODUCTS	01/10/2013	55.36
38282	GREATAMERICA FINANCIAL SERVICE	01/10/2013	1,137.36
38283	GREATER TWIN CITIES UNITED WAY	01/10/2013	797.00
38284	GROUP HEALTH INC - WORKSITE	01/10/2013	181.50
38285	GROUP TRAVEL PLANNERS	01/10/2013	6,118.00

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38286	GURSTEL CHARGO ATTORNEYS AT LA	01/10/2013	713.00
38287	HAAG, LOIS	01/10/2013	111.35
38288	HALLBERG ENGINEERING INC	01/10/2013	2,165.00
38289	HAMPTON INN IOWA CITY/UNIV ARE	01/10/2013	239.90
38290	HANSON, DONNA	01/10/2013	51.00
38291	HASTINGS MIDDLE SCHOOL	01/10/2013	100.00
38292	HEALTHPARTNERS	01/10/2013	1,056,559.91
38293	HENDERSON, RONNIE	01/10/2013	79.00
38294	HERC-U-LIFT	01/10/2013	1,073.50
38295	HISTORY EDUCATION	01/10/2013	14.99
38296	HOANG, CONG	01/10/2013	90.00
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38301	HOME DEPOT CREDIT SERVICES	01/10/2013	358.34
38302	HOUGHTON MIFFLIN HARCOURT	01/10/2013	7,408.33
38303	HRONSKI, BRIAN	01/10/2013	165.00
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38308	IFD	01/10/2013	77,237.87
38309	IGLESIAS, RAFAEL	01/10/2013	73.00
38310	INNOVATIVE OFFICE SOLUTIONS	01/10/2013	13,987.83
38311	INTEGRA TELECOM	01/10/2013	3,111.72
38312	INTL BACCALAUREATE ORGANIZATIO	01/10/2013	2,097.00
38313	ISD #622 COMMUNITY EDUC	01/10/2013	641.62
38314	IUOE LOCAL 70	01/10/2013	2,160.99
38315	JIMMY JOHNS	01/10/2013	224.03
38316	JOBSINMINNEAPOLIS.COM	01/10/2013	10,200.00
38317	JOHNSON CONTROLS INC	01/10/2013	1,518.00
38318	JOHNSON, VIRGINIA C	01/10/2013	531.60
38319	JUNIOR LIBRARY GUILD	01/10/2013	398.00
38320	K PEARSON MECHANICAL LLC	01/10/2013	3,424.93
38321	K12 TRANSPORTATION MGMT SERVIC	01/10/2013	40,791.61
38322	KAISER, PHYLLIS	01/10/2013	22.95
38323	KATH FUEL OIL SERVICE CO	01/10/2013	309.25
38324	KIMBALL MIDWEST	01/10/2013	604.85
38325	KLEIN, KELLI	01/10/2013	300.00
38326	KNUTSON, NANCY	01/10/2013	24.30
38327	KNUTSON FLYNN & DEANS PA	01/10/2013	46.25
38328	KOCH, THOMAS	01/10/2013	76.00
38329	KROGMAN, WILLIAM	01/10/2013	330.00
38330	LAKESHORE LEARNING MATERIALS	01/10/2013	741.75
38331	LANDS BEST FOODS	01/10/2013	2,686.60
38332	LANO EQUIPMENT INC	01/10/2013	1,669.34
38333	LEE, CHARLOTTE L	01/10/2013	246.00
38334	LEKO, STACIE	01/10/2013	12.85
38335	LIGHTHOUSE MANAGEMENT GROUP	01/10/2013	6,617.00

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38336	LOEGERING, ARNITA	01/10/2013	13.38
38337	LOPEZ, ANGELA	01/10/2013	150.00
38338	LSI CORP OF AMERICA INC	01/10/2013	6,001.50
38339	L T G POWER EQUIPMENT	01/10/2013	85.75
38340	MADISON NATIONAL LIFE	01/10/2013	56,527.90
38341	MALLOY/MONTAGUE/KARNOWSKI & CO	01/10/2013	4,500.00
38342	MALWITZ, REBECCA ANN	01/10/2013	1,028.46
38343	MARIS LLC	01/10/2013	60.00
38344	MATHIESON, SARA	01/10/2013	34.00
38345	MCCABE, JOYCE	01/10/2013	24.30
38346	MCDONALD, MARIE	01/10/2013	171.70
38347	Vendor Continued Check	01/10/2013	0.00
38348	MCDONOUGH'S WATERJETTING AND	01/10/2013	6,373.47
38349	MEDTOX LABORATORIES	01/10/2013	954.66
38350	MERZER MALP, SHEILA	01/10/2013	1,862.50
38351	MESSERLI & KRAMER PA	01/10/2013	614.75
38352	METRO ECSU	01/10/2013	130.00
38353	METRO SOUND AND LIGHTING	01/10/2013	2,891.88
38354	METROPOLITAN LIFE	01/10/2013	3,630.74
38355	MID CITY SERVICES - INDUSTRIAL	01/10/2013	2,220.15
38356	MIDWEST BUS PARTS INC	01/10/2013	236.16
38357	MILLIGAN, THERESA J	01/10/2013	39.95
38358	MN MUSIC EDUCATORS ASSOC	01/10/2013	270.00
38359	MN ASSOC OF CAREER & TECH ED	01/10/2013	50.00
38360	MN ASSOC FOR PUPIL TRANSPORT	01/10/2013	164.70
38361	MN CHILD SUPPORT	01/10/2013	1,998.51
38362	MN CONTINUING LEGAL EDUC (CLE)	01/10/2013	730.00
38363	MN DEPT OF REVENUE	01/10/2013	71.00
38364	MN ENVIRONMENTAL FUND	01/10/2013	351.50
38365	MN NURSERY & LANDSCAPE ASSOC	01/10/2013	164.00
38366	MOMS CLUB OF WBL AREA	01/10/2013	30.00
38367	MONAHAN, BRIAN	01/10/2013	133.00
38368	MOORE, CYNTHIA A	01/10/2013	904.00
38369	MPL SPECIALTIES	01/10/2013	308.50
38370	MSHSCA	01/10/2013	450.00
38371	MSTP	01/10/2013	50.00
38372	NASCO	01/10/2013	90.40
38373	NATL GEOGRAPHIC BEE	01/10/2013	100.00
38374	NEMBDA	01/10/2013	150.00
38375	NESS ELECTRONICS INC	01/10/2013	20.99
38376	NICOL, BARBARA	01/10/2013	4,725.00
38377	NORTH CENTRAL TRUCK EQUIPMENT	01/10/2013	3,134.22
38378	NORTH MEMORIAL URGENT CARE	01/10/2013	964.00
38379	NORTHEAST METRO INTERMEDIATE D	01/10/2013	92,396.96
38380	NORTHERN STAR COUNCIL, BSA	01/10/2013	240.00
38381	NORTHWEST YOUTH & FAMILY SERV	01/10/2013	55,435.04
38382	NOW MICRO INC	01/10/2013	1,080.00
38383	NYSTROM PUBLISHING CO INC	01/10/2013	15,588.58
38384	O'NEIL, LOIS	01/10/2013	74.57
38385	OFFICE DEPOT	01/10/2013	236.07

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38386	OFFICEMAX INCORPORATED	01/10/2013	139.06
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38389	OPTIMA COMPANIES	01/10/2013	53.45
38390	PAMS LUNCHROOM LLC	01/10/2013	5,434.46
38391	PILON, JOSEPH L	01/10/2013	79.00
38392	PIONEER PRESS	01/10/2013	69.60
38393	PITNEY BOWES INC	01/10/2013	112.96
38394	PLADSON ENVIRONMENTAL INC	01/10/2013	480.00
38395	POLAR CHEVROLET MAZDA	01/10/2013	383.24
38396	PRAXAIR DISTRIBUTION INC	01/10/2013	119.65
38397	PREMIUM PAINTING SERVICES LLC	01/10/2013	5,850.00
38398	R & R SPECIALTIES INC	01/10/2013	54.00
38399	RAMSEY COUNTY PARKS/REC DEPT	01/10/2013	1,065.00
38400	RATWIK ROSZAK & MALONEY PA	01/10/2013	2,153.24
38401	READ NATURALLY INC	01/10/2013	108.90
38402	REHBEIN TRANSIT INC	01/10/2013	3,564.00
38403	REINHARDT & SONS PAINTING	01/10/2013	499.00
38404	RICOH AMERICAS CORP	01/10/2013	426.07
38405	RIKE-LEE ELECTRIC INC	01/10/2013	3,677.00
38406	ROBERT HALF TECH	01/10/2013	5,360.00
38407	ROESER, CHARLES	01/10/2013	23.80
38408	ROTH, SCOTT	01/10/2013	111.00
38409	RUDDYS PARTY TOWN INC	01/10/2013	145.21
38410	S & T OFFICE PRODUCTS INC	01/10/2013	737.87
38411	SAFETYFIRST PLAYGROUND SURFACI	01/10/2013	2,427.85
38412	SAINTS NORTH MAPLEWOOD	01/10/2013	504.00
38413	SAM'S CLUB/GEMB	01/10/2013	482.15
38414	SAM'S CLUB/GEMB	01/10/2013	1,354.70
38415	SAM'S CLUB/GEMB	01/10/2013	1,096.93
38416	SAM'S CLUB/GEMB	01/10/2013	35.67
38417	SAM'S CLUB/GEMB	01/10/2013	970.18
38418	SARGENT-WELCH	01/10/2013	1,738.00
38419	SCAN AIR FILTER INC	01/10/2013	24.55
38420	SCHAFER, KEVIN	01/10/2013	73.00
38421	SCHERTZ, CLETUS	01/10/2013	126.54
38422	SCHMITZ, KRIS	01/10/2013	83.30
38423	SCHMID, RITA	01/10/2013	36.00
38424	SCHMITT MUSIC COMPANY	01/10/2013	96.80
38425	SCHOOL HEALTH CORP	01/10/2013	244.41
38426	SCHOOL SERVICE EMPLOYEES	01/10/2013	5,669.06
38427	SCHOOL SPECIALTY	01/10/2013	29.06
38428	SCHWAGEL, DEBORAH	01/10/2013	24.30
38429	SECURITAS SEC SVCS USA INC	01/10/2013	2,667.20
38430	SENTRY SYSTEMS INC	01/10/2013	14,100.00
38431	SFM	01/10/2013	164,507.00
38432	SHIRTS ON SITE	01/10/2013	173.40
38433	SIMPLEXGRINNELL LP	01/10/2013	1,245.56
38434	SIMPSON, JOHN	01/10/2013	79.00
38435	SOLBERG, BEVERLY JEAN	01/10/2013	180.00

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38436	SORENSEN, JOAN	01/10/2013	12.74
38437	SPECIAL PAY TRUST AUL	01/10/2013	103,192.47
38438	STATE SUPPLY CO	01/10/2013	1,169.27
38439	STEINER, EILEEN A	01/10/2013	11.90
38440	STREAMLINE DESIGN INC	01/10/2013	192.00
38441	SURVEYMONKEY.COM	01/10/2013	200.00
38442	SYN-TECH SYSTEMS INC	01/10/2013	425.00
38443	TARGET BANK	01/10/2013	2,015.18
38444	THEISSEN, MARK N	01/10/2013	144.21
38445	THYSSENKRUPP ELEVATOR CORP	01/10/2013	652.91
38446	TOP 20 TRAINING LLC	01/10/2013	262.50
38447	TOP TEMPORARY INC	01/10/2013	1,781.05
38448	TOUSLEY FORD INC	01/10/2013	16.50
38449	TRADE PRESS INC	01/10/2013	4,272.00
38450	TRANSCEND UNITED TECH	01/10/2013	4,633.13
38451	TRAVEL LEADERS	01/10/2013	1,262.89
38452	T.R.F. SUPPLY CO	01/10/2013	388.80
38453	TRIO SUPPLY COMPANY	01/10/2013	3,487.04
38454	TRUSTED EMPLOYEES	01/10/2013	1,130.00
38455	TWIN CITY JANITOR SUPPLY CO	01/10/2013	52.00
38456	U.S. ENERGY SERVICES INC	01/10/2013	68,662.56
38457	UNITED TRUCK & EQUIPMENT	01/10/2013	327.34
38458	US DEPT OF EDUCATION	01/10/2013	341.26
38459	US FOODS CULINARY EQUIP & SUPP	01/10/2013	1,464.17
38460	VADNAIS HEIGHTS SPORTS COMPLEX	01/10/2013	22,211.25
38461	VAIL, GAYLE J	01/10/2013	103.70
38462	VANDERBILT UNIVERSITY	01/10/2013	154.00
38463	VANGUARD SMALL BUSINESS SERVIC	01/10/2013	20,542.24
38464	VARSITY SPIRIT FASHIONS	01/10/2013	3,607.65
38465	VERIZON WIRELESS	01/10/2013	601.56
38466	VERNIER SOFTWARE	01/10/2013	8,183.27
38467	VERTIS COMMUNICATIONS	01/10/2013	5,790.79
38468	VFW POST 1782	01/10/2013	155.00
38469	VADNAIS HEIGHTS ECONOMIC DEV C	01/10/2013	100.00
38470	VIKING INDUSTRIAL CENTER	01/10/2013	543.40
38471	WALSWORTH PUBLISHING CO	01/10/2013	5,628.60
38472	Vendor Continued Check	01/10/2013	0.00
38473	WASTE MANAGEMENT OF WI-MN	01/10/2013	14,068.51
38474	WATERTEK	01/10/2013	338.48
38475	WHITE BEAR BOWL	01/10/2013	140.00
38476	WHITE BEAR LOCKSMITH INC	01/10/2013	37.30
38477	WHITE BEAR LAKE (CITY OF)	01/10/2013	3,218.43
38478	WHITE BEAR LAKE (CITY OF)	01/10/2013	49,254.47
38479	WBLA EDUCATIONAL FOUNDATION	01/10/2013	3,696.50
38480	WINDSTREAM	01/10/2013	1,349.09
38481	WOLVIN, STEVE	01/10/2013	73.00
38482	WORTHINGTON DIRECT INC	01/10/2013	1,006.39
38483	XCEL ENERGY	01/10/2013	80,291.14
38484	XEROX CORPORATION	01/10/2013	42.68
38485	YOUTH FRONTIERS	01/10/2013	4,130.00

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38486	YOUTH SERVICES INTERNATIONAL	01/10/2013	1,800.00
38487	ZIEGLER INC	01/10/2013	407.36
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	302	Computer	Checks For a Total of	2,772,562.00
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121300004	BAHE, CONNETTE J	01/11/2013	92.40
121300005	BEGE, LAURA M	01/11/2013	125.00
121300006	BISHOP, JERALD M	01/11/2013	54.00
121300007	BOSCH, DONALD	01/11/2013	325.00
121300008	BRYAN-DAY, MARY E	01/11/2013	92.13
121300009	CHAKOLIS, RICHARD A	01/11/2013	182.13
121300010	CULLEN, CRAIG J	01/11/2013	123.21
121300011	DENUCCI, MARY A	01/11/2013	74.97
121300012	DYMIT, MARIE S	01/11/2013	69.93
121300013	ENGSTRAN, PAUL A	01/11/2013	40.00
121300014	ESKOW, LYNN K	01/11/2013	100.45
121300015	FISHER, PHILLIP E	01/11/2013	649.35
121300016	FREBURG, BETH R	01/11/2013	124.88
121300017	GARCIA ANDERSON, ODELIS M	01/11/2013	222.28
121300018	GRATZ, MICHELLE C	01/11/2013	340.36
121300019	GREEN, BARBARA J	01/11/2013	54.95
121300020	HAINES, KATHLEEN M	01/11/2013	145.00
121300021	HAWKINSON, STEVEN A	01/11/2013	211.93
121300022	HENDRICKSON, SALLY A	01/11/2013	41.99
121300023	HUBER, GARY A	01/11/2013	54.00
121300024	JACOBS, LISA L	01/11/2013	26.64
121300025	JOHNSON, DAVID DEAN	01/11/2013	139.43
121300026	JOHNSON, LINETTE L	01/11/2013	335.22
121300027	LEIGH, ANNETTA K	01/11/2013	1,341.99
121300028	LEMIEUX, TAMARA M	01/11/2013	213.68
121300029	LYONS, CHRISTOPHER A	01/11/2013	72.39
121300030	MCGRANE, MARY E	01/11/2013	132.62
121300031	MUNDELL, GERALD K	01/11/2013	229.21
121300032	NADEAU, MARGARET M	01/11/2013	579.03
121300033	PICHA, CHRISTINA K	01/11/2013	93.82
121300034	PITLICK, GREGORY K	01/11/2013	467.07
121300035	POKORNY, MARY J	01/11/2013	41.57
121300036	PUODZIUNAS, DIANE M	01/11/2013	181.46
121300037	QUELLO, LORI E	01/11/2013	314.88
121300038	REED, TAMMY L	01/11/2013	32.76
121300039	ROMOSER, CALEB R	01/11/2013	36.91
121300040	ROSE, LORI J	01/11/2013	44.75
121300041	ROSSBACH, PATRICIA E	01/11/2013	111.56
121300042	SALENGER, SETH A	01/11/2013	4,842.54
121300043	SAMUELSON, RICHARD T	01/11/2013	23.97
121300044	SCHMIDT, NOEL N	01/11/2013	352.58
121300045	SCHWARTZ, DAVID A	01/11/2013	42.18
121300046	SIEBENALER, KEVIN R	01/11/2013	91.58
121300047	SIMANSKI, KIMBERLY K	01/11/2013	131.00
121300048	STIRLING, CONNIE B	01/11/2013	152.02
121300049	SVIR, SARA A	01/11/2013	474.61
121300050	THOMPSON, MARUTA A	01/11/2013	54.95
121300051	WOLTERS, MERRILY J	01/11/2013	69.89

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48	ACH	Check(s) For a Total of	13,754.27

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Less	0	Voided	Checks For a Total of	0.00
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38488	NATL SCHOOL PUBLIC RELATIONS A	01/21/2013	595.00
38489	STEPPINGSTONE THEATRE	01/21/2013	3,046.00
2	Computer	Check(s) For a Total of	3,641.00

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	0	Wire Transfer	Checks For a Total of	0.00
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	2	Computer	Checks For a Total of	3,641.00
Total For	2	Manual, Wire Tran, ACH &	Computer Checks	3,641.00
Less	0	Voided	Checks For a Total of	0.00
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38490	1ST LINE/LEEWES VENTURES LLC	01/24/2013	1,204.75
38491	4TH STREET SUBWAY	01/24/2013	283.50
38492	ABLENET INC	01/24/2013	520.00
38493	ADAMS, PAUL	01/24/2013	79.00
38494	ADVANCED DISPOSAL - ST PAUL-G5	01/24/2013	73.39
38495	AMAZON	01/24/2013	2,304.09
38496	AMAZON	01/24/2013	1,183.59
38497	AMAZON	01/24/2013	44.12
38498	AMAZON	01/24/2013	2,379.09
38499	AMAZON	01/24/2013	2,690.37
38500	AMAZON	01/24/2013	227.71
38501	AMAZON	01/24/2013	362.47
38502	AMAZON	01/24/2013	268.57
38503	AMERIPRIDE SERVICES	01/24/2013	697.80
38504	ANDERSON, JULIE C	01/24/2013	67.00
38505	ANDERSON, MEGAN	01/24/2013	67.00
38506	ANDERSON, MICHAEL	01/24/2013	5.00
38507	ANDERSON, TOM L	01/24/2013	79.00
38508	APPLE COMPUTER INC	01/24/2013	3,805.95
38509	APPLIED ENVIRONMENTAL SCI INC	01/24/2013	286.00
38510	ARCADE ASPHALT CO	01/24/2013	15,455.00
38511	ASSOC FOR FACILITIES ENGINEERI	01/24/2013	205.00
38512	ASTLEFORD INTERNATIONAL TRUCKS	01/24/2013	81.54
38513	AUTISM RESOURCE NETWORK INC	01/24/2013	77.00
38514	BANNIE, TODD	01/24/2013	76.00
38515	BARLOW, AARON	01/24/2013	111.00
38516	BARNES & NOBLE	01/24/2013	1,037.86
38517	BARNETT WB CHRYSLER JEEP DODGE	01/24/2013	170.76
38518	BASCO, MICHELLE	01/24/2013	17.00
38519	BASCO, TROY	01/24/2013	17.00
38520	BATTERIES PLUS	01/24/2013	105.87
38521	BENCHMARK EDUCATION COMPANY	01/24/2013	770.00
38522	BERRYHILL, JANET	01/24/2013	250.00
38523	BEST BUY BUSINESS ADVANTAGE AC	01/24/2013	279.98
38524	BEST, RANDY	01/24/2013	133.00
38525	BK INTERACTIVE LLC	01/24/2013	11,244.00
38526	BLICK ART MATERIALS	01/24/2013	354.79
38527	BLUE BELL ENTERPRISES INC	01/24/2013	6,206.25
38528	BORVAS, ISABEL	01/24/2013	17.00
38529	BOWLES, LATRISHA	01/24/2013	67.00
38530	BOYER TRUCKS	01/24/2013	379.57
38531	BROCKBERG, JAMES	01/24/2013	38.00
38532	BROMS, DAVID	01/24/2013	168.00
38533	BROWN, ANDRE	01/24/2013	336.00
38534	BROZ, MICHELLE	01/24/2013	67.00
38535	THE BUG COMPANY	01/24/2013	48.00
38536	BWANA ARCHERY	01/24/2013	180.00
38537	CAMBROOKE FOODS LLC	01/24/2013	200.40
38538	CARLSON WAGONLIT TRAVEL	01/24/2013	6,800.00
38539	CDW GOVERNMENT INC	01/24/2013	84.50

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38540	CENGAGE LEARNING	01/24/2013	33.90
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38543	CERNEY, ANN	01/24/2013	25.00
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38545	THE CHILDREN'S THEATRE COMPANY	01/24/2013	540.00
38546	CITI-CARGO & STORAGE CO INC	01/24/2013	210.00
38547	CJ DUFFY PAPER CO	01/24/2013	968.00
38548	CLARKE, DEBRA J	01/24/2013	29.00
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38553	COMCAST	01/24/2013	5.27
38554	CONCORDIA LANGUAGE VILLAGE	01/24/2013	324.00
38555	CONNECTIONS HOUSING	01/24/2013	273.73
38556	CONNEY SAFETY	01/24/2013	140.59
38557	CONNOR, JOSEPH	01/24/2013	120.00
38558	CONTINENTAL CLAY CO	01/24/2013	387.33
38559	COPY IMAGES INC	01/24/2013	13,181.51
38560	COPY IMAGES INC	01/24/2013	744.00
38561	CREATIVE PRODUCT SOURCING INC	01/24/2013	297.94
38562	CUB FOODS OF WHITE BEAR TWSHP	01/24/2013	324.17
38563	CUB FOODS OF WOODBURY	01/24/2013	127.51
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38565	CUSTOM IMAGE	01/24/2013	299.50
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38574	DAY, LUKE W	01/24/2013	100.00
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38576	DEMCO INC	01/24/2013	567.06
38577	DENIAU, ELIZABETH	01/24/2013	134.00
38578	DEUTSCH, MARK	01/24/2013	67.00
38579	DH IT CONSULTING LLC	01/24/2013	2,925.00
38580	DISCOUNT SCHOOL SUPPLY	01/24/2013	703.44
38581	DOMINOS PIZZA	01/24/2013	278.98
38582	DONLIN, AMY TH	01/24/2013	95.56
38583	DUFFY, AUSTIN	01/24/2013	67.00
38584	DULLUM, CHERYL ANN	01/24/2013	65.00
38585	DURACO EXPRESS CHICAGO	01/24/2013	32.89
38586	DVS RENEWAL	01/24/2013	57.00
38587	DW WRESTLING PRODUCTS	01/24/2013	34.00
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38596	FLINN SCIENTIFIC INC	01/24/2013	1,693.14
38597	THE FLORAL TRUNK	01/24/2013	79.90
38598	FLORIN, JOLYN A	01/24/2013	453.60
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38600	FOLLETT LIBRARY RESOURCES	01/24/2013	1,141.02
38601	FRESHWATER, ANDREW	01/24/2013	216.00
38602	FRONTRUNNER EVENTS	01/24/2013	350.00
38603	FULTON PRODUCTIONS	01/24/2013	500.00
38604	G&K SERVICES	01/24/2013	603.26
38605	GALLAGHERS NORTHWESTERN TIRE C	01/24/2013	118.10
38606	GENERAL PARTS LLC	01/24/2013	1,276.72
38607	GEPHART TRUCKING	01/24/2013	800.00
38608	GERADS, TRAVIS	01/24/2013	120.00
38609	GOHL, KIM	01/24/2013	134.00
38610	GOLDCOM INC	01/24/2013	136.25
38611	GOLTZ, TRAVIS	01/24/2013	151.00
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38619	GREAT AMER OPPORTUNITIES INC	01/24/2013	2,132.00
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38622	GREENBAUM, MIKE	01/24/2013	67.00
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38624	GROFF, ANTHONY	01/24/2013	79.00
38625	GROTH MUSIC CO	01/24/2013	56.70
38626	GROUP HEALTH INC - WORKSITE	01/24/2013	181.50
38627	GUERIN KERRY	01/24/2013	73.00
38628	HAAS MUSICAL INSTRUMENT REPAIR	01/24/2013	58.00
38629	HADJ ROMDHANE, SHARON	01/24/2013	74.00
38630	HALLBERG ENGINEERING INC	01/24/2013	30,000.00
38631	HAMANN, RONALD L	01/24/2013	73.00
38632	HAMLIN, ANNA	01/24/2013	886.94
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38634	HANSON, GORDY	01/24/2013	73.00
38635	HELLO DIRECT INC	01/24/2013	615.40
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38637	HENRIKSEN, CARYN	01/24/2013	67.00
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38649	HSC WORKSHOPS	01/24/2013	308.00
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38655	INSIGHT INVESTMENTS LLC	01/24/2013	429.98
38656	INSTITUTE FOR EDUCATIONAL DEV	01/24/2013	657.00
38657	INTERMEDIATE DISTRICT 287	01/24/2013	450.00
38658	J & R SCHOOL SUPPLIES	01/24/2013	223.00
38659	JAYTECH INC	01/24/2013	1,104.00
38660	JENSEN, KIM	01/24/2013	67.00
38661	JIMMY'S CONFERENCE & BANQUET C	01/24/2013	1,265.00
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38663	JOHNSON, JERRY	01/24/2013	73.00
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38665	JOHNSON, JUDITH ANN	01/24/2013	251.00
38666	JOHNSON, MELISSA	01/24/2013	67.00
38667	JOHNSON CONTROLS INC	01/24/2013	854.00
38668	JONES SCHOOL SUPPLY CO INC	01/24/2013	70.15
38669	JONES, ALPHONSO	01/24/2013	240.00
38670	JUNIOR ACHIEVEMENT OF THE UPPE	01/24/2013	1,170.00
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38675	KESSLAR, KRISTEN	01/24/2013	74.00
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38677	KITTELSON, LOUANN	01/24/2013	28.35
38678	KITTS, HARRY	01/24/2013	260.10
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38686	LACASSE, TIMOTHY	01/24/2013	47.00
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38704	MATH MASTERS OF MINNESOTA	01/24/2013	170.00
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38706	MCMURTRY, COLLEEN	01/24/2013	67.00
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38708	MN ELEMENTARY SCH PRIN ASSOC	01/24/2013	350.00
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38713	MITCHELL, JOHN	01/24/2013	65.00
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38716	MN DEPT OF HEALTH	01/24/2013	90.00
38717	MN ELEVATOR INC	01/24/2013	290.77
38718	MN PREMIER PUBLICATIONS	01/24/2013	1,316.00
38719	MINNESOTA REVENUE	01/24/2013	516.00
38720	MN STATE COLLEGES & UNIV	01/24/2013	65.00
38721	MOBILE RADIO ENGINEERING INC	01/24/2013	520.70
38722	MOLIN, STEPHANIE	01/24/2013	7.99
38723	MOORE, CYNTHIA A	01/24/2013	904.00
38724	MORRELL MANUFACTURING INC	01/24/2013	349.56
38725	MSHSCA	01/24/2013	310.00
38726	MSNA	01/24/2013	200.00
38727	MULALLY, ANN	01/24/2013	67.00
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38737	O'REILLY AUTOMOTIVE INC	01/24/2013	3,272.07
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38744	PELTIER, GEORGIANNA N	01/24/2013	5.52
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38747	PETERSON, GRETCHEN M	01/24/2013	29.00
38748	PHOENIX SCHOOL COUNSELING LLC	01/24/2013	6,984.75
38749	PICTURE THAT!	01/24/2013	798.00
38750	PITNEY BOWES	01/24/2013	618.00
38751	PITSCO INC	01/24/2013	154.76
38752	POSTMASTER	01/24/2013	45.00
38753	POULSON, JOHN W	01/24/2013	65.00
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38757	PROGRESSIVE BUSINESS PUBL	01/24/2013	230.00
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38759	PROP IT UP	01/24/2013	75.00
38760	PUMP AND METER SERVICE INC	01/24/2013	1,795.88
38761	QUICK, SCOTT	01/24/2013	100.00
38762	R & R SPECIALTIES INC	01/24/2013	250.00
38763	RADKE, MATTHEW W	01/24/2013	111.00
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38767	RAYMOND PRODUCTS CO INC	01/24/2013	157.34
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38772	RIDDELL INC	01/24/2013	8,301.25
38773	RM COTTON COMPANY	01/24/2013	762.50
38774	ROBERTS BUSINESS FORMS	01/24/2013	108.50
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38777	RUDDYS PARTY TOWN INC	01/24/2013	57.10
38778	RUPPRECHT, MELANIE	01/24/2013	67.00
38779	SALENGER, SETH A	01/24/2013	123.41
38780	SANTI, JAIME	01/24/2013	67.00
38781	SAX JODIE	01/24/2013	67.00
38782	SCANTRON CORPORATION	01/24/2013	1,296.53
38783	SCHEER, MARIS	01/24/2013	67.00
38784	SCHMID, RITA	01/24/2013	50.00
38785	SCHOOL HEALTH CORP	01/24/2013	181.41
38786	SCHOOL SPECIALTY	01/24/2013	1,101.09
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38793	SHOMION, RICK	01/24/2013	76.00
38794	SIEMENS INDUSTRY INC	01/24/2013	185.55
38795	SIMON, BROCK	01/24/2013	111.00
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38797	SNYDER, ROBERT	01/24/2013	73.00
38798	SOUTH WASHINGTON COMMUNITY ED	01/24/2013	90.00
38799	SOUTHWEST BINDING & LAMINATING	01/24/2013	341.98
38800	SPANISH SPECIALISTS AND CONSUL	01/24/2013	200.00
38801	SPEARS, BRANDON	01/24/2013	120.00
38802	SPSI INC	01/24/2013	387.97
38803	ST ANDREWS LUTHERAN CHURCH	01/24/2013	570.00
38804	STANGL, PAUL	01/24/2013	133.00
38805	STANKIEWICZ, ADAM	01/24/2013	67.00
38806	STANKIEWICZ, NANCY J	01/24/2013	67.00
38807	STANLEY SECURITY SOLUTIONS INC	01/24/2013	1,224.74
38808	STAPLES ADVANTAGE	01/24/2013	3,702.97
38809	STARFALL PUBLICATIONS	01/24/2013	35.00
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38812	STAY TUNED PIANO SERVICES	01/24/2013	95.00
38813	STEELE, MIKE	01/24/2013	29.00
38814	STENHOUSE PUBLISHERS	01/24/2013	70.00
38815	STEVE WEISS MUSIC	01/24/2013	31.95
38816	STONE, AIMEE	01/24/2013	29.00
38817	STREAMLINE DESIGN INC	01/24/2013	190.00
38818	STUDENT SUPPLY	01/24/2013	615.43
38819	SUBSCRIPTION SERV OF AMER INC	01/24/2013	19.95
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38821	TERWEY, JASON	01/24/2013	264.00
38822	TESKEY, WILLIAM	01/24/2013	67.00
38823	TESSIER JANELLE	01/24/2013	67.00
38824	TEXTBOOK WAREHOUSE INC	01/24/2013	516.40
38825	THINKING MOVES ORDERS	01/24/2013	195.75
38826	THOMPSON, KATHY	01/24/2013	67.00
38827	THUL, BRIAN	01/24/2013	76.00
38828	TILTON, SEAN	01/24/2013	111.00
38829	TIMVIEW TECHNOLOGIES	01/24/2013	235.00
38830	TOMASZEWSKI, CHARLES	01/24/2013	144.00
38831	TOP TALENT SOLUTIONS	01/24/2013	5,543.98
38832	TRADE PRESS INC	01/24/2013	6,909.26
38833	TRAVEL LEADERS	01/24/2013	1,051.07
38834	T.R.F. SUPPLY CO	01/24/2013	241.68
38835	TRI STATE BOBCAT	01/24/2013	152.84
38836	TRUCK UTILITIES MFG CO	01/24/2013	17.24
38837	TURCOTTE, AMBER	01/24/2013	74.00
38838	TV TEACHER	01/24/2013	73.19
38839	UHL CO INC	01/24/2013	8,343.52

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38845	US FOODS CULINARY EQUIP & SUPP	01/24/2013	1,141.23
38846	CITY OF VADNAIS HEIGHTS	01/24/2013	2,552.07
38847	VEDOY, ANDREW	01/24/2013	67.00
38848	VEITH, DOUG	01/24/2013	73.00
38849	VENBURG TIRE CO	01/24/2013	362.33
38850	VERNIER SOFTWARE	01/24/2013	176.00
38851	VIKING ELECTRIC SUPPLY	01/24/2013	6,617.46
38852	WALTERS REBUILDERS	01/24/2013	389.95
38853	WARD, DARRELL E	01/24/2013	254.60
38854	WHITE BEAR GLASS INC	01/24/2013	700.00
38855	WHITE BEAR TRAVEL	01/24/2013	6,249.52
38856	WHITE BEAR AREA YMCA	01/24/2013	9,389.00
38857	WHITE BEAR LAKE (CITY OF)	01/24/2013	5,406.65
38858	WHITE BEAR LAKE (CITY OF)	01/24/2013	1,628.00
38859	WHITE BEAR LAKE ROTARY CLUB	01/24/2013	240.00
38860	WEST PAYMENT CENTER	01/24/2013	280.56
38861	WESTERN PSYCHOLOGICAL SERVICES	01/24/2013	528.00
38862	WILD MOUNTAIN	01/24/2013	1,752.00
38863	WILLIAMS, GREGORY	01/24/2013	96.00
38864	WL HALL COMPANY	01/24/2013	2,832.50
38865	WOLLAN, JOSEPH M	01/24/2013	73.00
38866	WOLTERS KLUWER LAW & BUSINESS	01/24/2013	415.00
38867	WRAZIDLO, LEAH	01/24/2013	133.00
38868	WURST, PAMELA	01/24/2013	100.00
38869	WURZER, MARY JO	01/24/2013	8.50
38870	XEROX FINANCIAL SERVICES	01/24/2013	271.31
38871	YIN, ZHIQI	01/24/2013	92.40
38872	ZACZKOWSKI, JEANETTE	01/24/2013	134.00
38873	ZARAMBO, MARIA	01/24/2013	65.00
38874	ZIEGLER INC	01/24/2013	856.28

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1	Void	Check(s) For a Total of	1,669.34

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	0	Wire Transfer	Checks For a Total of	0.00
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	385	Computer	Checks For a Total of	656,939.62
Total For	385	Manual, Wire Tran, ACH & Computer Checks		656,939.62
Less	1	Voided	Checks For a Total of	1,669.34
		Net Amount		655,270.28

WHITE BEAR LAKE MN ISD #624
ACH Check Summary

1:34 PM **01/22/13**
PAGE 1

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ANFANG, SALLY G	ACH	01/25/2013	163.24
BAILEY, LUANN C	ACH	01/25/2013	53.28
BATENHORST, LYNSEY K	ACH	01/25/2013	180.38
BERNIER, CARYN	ACH	01/25/2013	124.33
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BLODGETT, TRACY	ACH	01/25/2013	810.58
BRIGGS, JANE L	ACH	01/25/2013	66.94
BROWN, PAMELA S	ACH	01/25/2013	25.00
CANNIFF, AMY E	ACH	01/25/2013	60.99
CARLSON, ALEXANDER	ACH	01/25/2013	150.00
CHAKOLIS, RICHARD A	ACH	01/25/2013	69.75
CODY, SHANE	ACH	01/25/2013	27.00
CULLEN, CRAIG J	ACH	01/25/2013	302.32
DARR, SHELLEY	ACH	01/25/2013	50.00
DELLWO, COLLEEN F	ACH	01/25/2013	598.91
DEUEL, LYN M	ACH	01/25/2013	58.15
EGEMO, PATRICIA ANN	ACH	01/25/2013	57.44
FAST, LYNSEY	ACH	01/25/2013	52.32
FERNANDEZ, KEVIN M	ACH	01/25/2013	106.70
FERRERI, LOUIS	ACH	01/25/2013	405.00
FINK, AVIS A	ACH	01/25/2013	80.00
GERE, JENNIFER E	ACH	01/25/2013	303.70
GREBE, HEATHER L	ACH	01/25/2013	67.78
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GRITZMACHER, SHAWN	ACH	01/25/2013	35.98
GULLICK, DANIEL	ACH	01/25/2013	62.16
HAGESTUEN, FAITH M	ACH	01/25/2013	27.27
HAMILTON, CONSTANCE	ACH	01/25/2013	85.99
HANSON, MARILYN LOUCKS	ACH	01/25/2013	78.81
HARRIMAN, DION D	ACH	01/25/2013	150.40
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HEALY, JASON CHARLES	ACH	01/25/2013	463.45
HERMANN, TIMOTHY	ACH	01/25/2013	390.00
JOHNSON, ELLY L	ACH	01/25/2013	8.00
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JOHNSON, SHARON ANNE	ACH	01/25/2013	460.66
KASS, DONA	ACH	01/25/2013	178.99
KEESE, MATTHEW	ACH	01/25/2013	339.00
KERBAGE, STEPHANIE A	ACH	01/25/2013	150.00
KIRKHAM, JENNIFER KD	ACH	01/25/2013	54.22
KOEHLER, KARYN L	ACH	01/25/2013	42.99
KRUSEMARK, CARY L	ACH	01/11/2013	650.96
LACASSE, KIM S	ACH	01/25/2013	70.01
LARSON, SCOTT A	ACH	01/25/2013	36.91
LAW, DAVID W	ACH	01/25/2013	141.53
LEININGER, JOHN M	ACH	01/25/2013	83.17
LEONARD, BRIAN J	ACH	01/25/2013	390.00
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LOVETT, MICHAEL J	ACH	01/25/2013	130.00
MAAS, ERIN K	ACH	01/25/2013	57.91
MARSH, KATHERINE	ACH	01/25/2013	38.14
MARTINSON, KARA S	ACH	01/25/2013	74.20

WHITE BEAR LAKE MN ISD #624
ACH Check Summary

1:34 PM

01/22/13
PAGE 2

MCCORMICK, TYLER J	ACH	01/25/2013	387.00
MCGARTHWAITE, NICOLE M	ACH	01/25/2013	150.00
MCGOURTY, LESLIE R	ACH	01/25/2013	37.46
MEUWISSEN, PAUL WILLIAM	ACH	01/25/2013	17.18
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PRESSELLER, TRACY A	ACH	01/25/2013	162.90
PRICE, PATTI J	ACH	01/25/2013	47.94
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SPEARS, CHRISTINE I	ACH	01/25/2013	49.99
STENDER, THERESA	ACH	01/25/2013	77.53
STONE, KATHY A	ACH	01/25/2013	67.55
SWITZER, LISA MARIE	ACH	01/25/2013	146.31
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TROSKE, CARRIE	ACH	01/25/2013	28.31
VAIL, ANNE	ACH	01/25/2013	128.01
VOGT, NANCY L	ACH	01/25/2013	73.26
WALD, TIMOTHY	ACH	01/25/2013	1,103.19
WEDELL, THERESA K	ACH	01/25/2013	142.64
WHITCOMB-BREMER, JACLYN ANN	ACH	01/25/2013	73.12
WILLCOXON SR, PETER	ACH	01/25/2013	279.60
WILLCOXON JR, PETER	ACH	01/25/2013	701.94
WILLIAMS, LAURA	ACH	01/25/2013	632.70
WISE, PATRICIA G	ACH	01/25/2013	31.08

Grand Total	15,927.27
Total Adjustments	0.00
Total Discounts	0.00
Net Total	15,927.27

0 Computer Check(s)	0.00
0 Manual Check(s)	0.00
0 Void Check(s)	0.00
0 Negative/Minimum Check(s)	0.00
0 Zero Check(s)	0.00
0 Wire Transfer Check(s)	0.00
94 ACH Deposit(s)	15,927.27

Check Nbr	Vendor Name	Check Date	Check Amount
38875	AIG	01/25/2013	5,270.50
38876	AMERICAN UNITED LIFE	01/25/2013	51,275.96
38877	AMERICAN UNITED LIFE	01/25/2013	4,875.00
38878	AMERIPRISE FINANCIAL SERVICES	01/25/2013	9,884.64
38879	AXA EQUITABLE	01/25/2013	28,928.93
38880	DELTA DENTAL PLAN OF MN	01/25/2013	62,993.60
38881	EDUCATION MN ESI BILLING TRUST	01/25/2013	19,659.30
38882	GREATER TWIN CITIES UNITED WAY	01/25/2013	147.00
38883	GURSTEL CHARGO ATTORNEYS AT LA	01/25/2013	1,204.00
38884	Vendor Continued Check	01/25/2013	0.00
38885	Vendor Continued Check	01/25/2013	0.00
38886	HEALTHPARTNERS	01/25/2013	1,058,010.97
38887	IUOE LOCAL 70	01/25/2013	2,142.43
38888	LEARNING FORWARD MN	01/25/2013	6,750.00
38889	Vendor Continued Check	01/25/2013	0.00
38890	Vendor Continued Check	01/25/2013	0.00
38891	Vendor Continued Check	01/25/2013	0.00
38892	MADISON NATIONAL LIFE	01/25/2013	25,056.58
38893	MESSERLI & KRAMER PA	01/25/2013	615.00
38894	METROPOLITAN LIFE	01/25/2013	3,630.74
38895	MN CHILD SUPPORT	01/25/2013	2,435.41
38896	MN DEPT OF REVENUE	01/25/2013	302.00
38897	MN ENVIRONMENTAL FUND	01/25/2013	101.50
38898	SCHOOL SERVICE EMPLOYEES	01/25/2013	5,659.33
38899	US DEPT OF EDUCATION	01/25/2013	341.26
38900	VANGUARD SMALL BUSINESS SERVIC	01/25/2013	21,397.50
38901	WBLA EDUCATIONAL FOUNDATION	01/25/2013	786.50
27	Computer	Check(s) For a Total of	1,311,468.15

	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
	27	Computer	Checks For a Total of	1,311,468.15
Total For	27	Manual, Wire Tran, ACH & Computer Checks		1,311,468.15
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		1,311,468.15

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: **February 11, 2013**

SUGGESTED DISPOSITION: **Operational Item**

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

Donation	Donor	Recipient
\$99	Beatrice Werenicz	Willow Lane Elementary School
\$750	Twin Cities Opera Guild Inc.	Middle School Musical "Beauty and the Beast, Jr."
\$325	Dale Duthoy and Janet Newberg	White Bear Lake Area High School 2013 Excellence Event
\$100	Alerus Financial	White Bear Lake Area High School South Campus
\$58	Wells Fargo Foundation Educational Matching Gift Program	Otter Lake Elementary School
\$42	Kristin Hansen	Sunrise Park Middle School
\$150	The Medtronic Foundation	White Bear Lake Area Public Schools
\$1,000 for the Peter Palm Fund	G. Richard and Peggy Palen Foundation	White Bear Lake Area Public Schools
\$500	Premier Bank	White Bear Lake Area Public Schools
\$2,000 for Hugo rink improvement project.	White Bear Lake Area Hockey Association	White Bear Lake Area Public Schools Community Services and Recreation
\$200	Hugo American Legion	White Bear Lake Area Public Schools Community Services and Recreation

RECOMMENDATION: Accept donations.

AGENDA ITEM: **Field Trip Request**

MEETING DATE: **February 11, 2013**

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, 2/22/13 - Sunday, 2/24/13 NCA High School Nationals in Louisville, Kentucky	Heather Leaf	White Bear Lake Area High School South Campus Cheerleaders	1	30	Total cost per student: \$1,050 Student Portion: \$350 Other Sources(s): Fund- raising	Coach bus	To compete at a national level and to building character through healthy, sportsman-like competition.
Friday, 4/5/13 - Saturday, 4/6/13 University of Wisconsin Eau Claire Jazz Festival Eau Claire, Wisconsin	Jeremy Rockford and Shannon Anderson	White Bear Lake Area High School, North and South Jazz Ensembles	1	83	Total cost per student: \$150 Student Portion: \$150 Other Sources(s): Fund- raising	Charter bus	Participation in the Eau Claire Jazz Festival will give students the opportunity to perform for professional jazz musicians and receive constructive feedback. Students will also observe and evaluate their peers and college students in jazz performances.

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-6(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-6(f).

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATIONS - CLASSIFIED STAFF

LAURA ANTRIM – Bus Driver, Bus Garage

Employed by District 624 since 08/08/2002

Effective Date: 12/05/2012

MARK BECKERS – Part-Time Cook, Central Middle School

Employed by District 624 since 09/07/2010

Effective Date: 02/08/2013

JENNIFER HANSEN – Media Clerk/Playground Assistant, Lincoln Elementary

Employed by District 624 since 08/29/2012

Effective Date: 03/18/2013

RESIGNATIONS – AT - WILL STAFF

RASHAD TURNER – Cultural Liaison, District Center

Employed by District 624 since 08/21/2008

Effective Date: 02/15/2013

KA ZOUA XIONG – Cultural Liaison, Normandy Park

Employed by District 624 since 07/01/2012

Effective Date: Until a Suitable Replacement is Found

RETIREMENT - CLASSIFIED STAFF

BARBARA GREEN – Community Ed & Rec Coordinator-Senior Program, Normandy Park

Employed by District 624 since 03/06/2006

Effective Date: 06/30/2013

CALVIN THEROUX – Custodian Engineer License Required, High School-North

Employed by District 624 since 09/08/1988

Effective Date: 03/31/2013

KATHLEEN WELLS – Pupil Support Assistant, Lakeaires Elementary

Employed by District 624 since 08/28/1991

Effective Date: 06/06/2013

RESIGNATION - CERTIFIED STAFF

JENNIFER HANSEN –Kindergarten Teacher, On Leave

Employed by District 624 since 08/27/2009

Effective Date: 06/07/2013

INDEPENDENT SCHOOL DISTRICT NO.624

Department of Human Resources

RESIGNATION - CERTIFIED STAFF

SCOTT MANNI – Mathematics Teacher, On Leave
Employed by District 624 since 08/22/1996
Effective Date: 01/22/2013

RETIREMENT - CABINET

DAVID GUENTHER – Director of Community Services, District Center
Employed by District 624 since 04/02/1979
Effective Date: 06/30/2013

RETIREMENTS - CERTIFIED STAFF

PAULA BECKLEY-GILDNER – Kindergarten Teacher, Otter Lake Elementary
Employed by District 624 since 08/27/1990
Effective Date: 06/07/2013

PEGGY BUTLER – Speech-Language Pathologist, Lincoln Elementary/Sunrise MS
Employed by District 624 since 08/25/1988
Effective Date: 06/07/2013

MARY FOX – SPED Teacher, High School-South Campus
Employed by District 624 since 08/22/1991
Effective Date: 06/07/2013

DOROTHY SIMONCIC – SPED Teacher, Birch Lake Elementary
Employed by District 624 since 08/23/2001
Effective Date: 06/07/2013

MARUTA THOMPSON – Physical Education Teacher, Vadnais/Oneka Elementary
Employed by District 624 since 03/05/1974
Effective Date: 06/07/2013

MARGARET TULLY – Elementary Teacher, Lakeaires Elementary
Employed by District 624 since 08/24/1979
Effective Date: 06/07/2013

LEAVES OF ABSENCE - CLASSIFIED STAFF

REBEKKA MCCORMICK – Administrative Assistant-Principal, High School-North
Employed by District 624 since 09/05/2001
Effective Dates: 01/28/2013 through 05/17/2013

MARGARET NEWELL – Part-Time Cook, Central Middle School
Employed by District 624 since 05/15/2000
Effective Dates: 11/29/2012 through 01/17/2013

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

LEAVES OF ABSENCE - CERTIFIED STAFF
--

JANET DICKINSON – Elementary Teacher, Oneka Elementary
Employed by District 624 since 08/26/2004
Effective Dates: 11/14/2012 through 01/15/2013

KATHLEEN HARPER – SPED Teacher, Sunrise Middle School
Employed by District 624 since 08/26/2004
Effective Dates: 11/16/2012 through 04/05/2013

SARAH LEMON – Learning Skills Teacher, Otter Lake Elementary
Employed by District 624 since 08/24/1998
Effective Dates: 11/02/2012 through 01/24/2013

EMILY NORTON – SPED Teacher, Transition Plus
Employed by District 624 since 08/25/2005
Effective Dates: 01/02/2013 through 03/01/2013

CATHERINE OLSON – Mathematics Teacher, High School-North Campus
Employed by District 624 since 08/24/1998
Effective Dates: 11/01/2012 through 01/25/2013

MEGAN PERRY – Communications/Bridges Teacher, Sunrise Middle School
Employed by District 624 since 08/24/2006
Effective Dates: 02/15/2013 through 06/07/2013

THERESA STENDER – SPED Teacher, Otter Lake Elementary
Employed by District 624 since 08/22/2012
Effective Dates: 01/28/2013 through 06/07/2013

NEW PERSONNEL – AT-WILL

BRIAN BOCAN – School Campus Security, Matoska International
\$15.00 per hour
Effective Dates: 02/04/2013 through 06/07/2013

FRANK HINTZ – School Campus Security, Lakeaires Elementary
\$15.00 per hour
Effective Dates: 02/04/2013 through 06/07/2013

SHELIA KENT – SPED Finance Support/3rd Party Billing Specialist, District Center
\$20,862.06 (pro-rated based on \$48,000.00)
Effective Date: 01/23/2013

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

NEW PERSONNEL – AT-WILL

MATTHEW SCHNEIDER – School Campus Security, High School-North Campus

\$15.00 per hour

Effective Dates: 01/28/2013 through 06/07/2013

MICHAEL ZACHARIAS – School Campus Security, Willow Lane Elementary

\$15.00 per hour

Effective Dates: 02/04/2013 through 06/07/2013

NEW PERSONNEL - CLASSIFIED STAFF

DANIEL BURKHALTER – Bus Driver, Bus Garage

Annual Salary \$8,105.28

Effective Date: 01/14/2013

JAMI DUSTIN – Pupil Support Assistant, High School-North Campus

\$16.65/ hr. 6.50 hrs. / day 86 days \$9,307.35

Effective Date: 01/28/2013

KIM KOERNER – Program Assistant Leader, Birch Lake Elementary

\$12.45/ hr. 3.00 hrs. /day 106 days \$3,959.10

Effective Date: 02/01/2013

QUENTIN MARSHALL – Pupil Support Assistant, Central Middle School

\$16.65/ hr. 5.50 hrs. / day 90 days \$8,241.75

Effective Date: 01/14/2013

NATHANAEL MOORE – Bus Aide, Bus Garage

Annual Salary \$10,006.54

Effective Date: 12/05/2012

CORREIN SHERWOOD – Administrative Assistant-Early Childhood, Normandy Park

\$16.55/ hr. 8.00 hrs. / day 98 days \$12,975.20

Effective Date: 02/13/2013

NEW PERSONNEL - CERTIFIED STAFF

KELLY PETRASEK – SPED Teacher, Lakeaires Elementary

BA+15, Step 4 \$20,351.04

Effective Date: 01/21/2013

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

LONG TERM SUBSTITUTES - CLASSIFIED STAFF

JUDY MCCORMICK – Clerical Substitute - AA-Principal, High School-North Campus
\$17.05/hr. 8.00 hrs./day 78 days \$10,639.20
Effective Dates: 01/28/2013 through 05/17/2013

LONG TERM SUBSTITUTES - CERTIFIED STAFF

LISA ESBOLDT – Elementary Teacher, Matoska International
BA, Step 1 \$6,836.04
Effective Dates: 02/08/2013 through 04/08/2013

TRACI INDLECOFFER – .7 Elementary Teacher, Vadnais Heights Elementary
BA, Step 6 \$11,907.28
Effective Dates: 01/29/2013 through 05/23/2013

LEIGH MILLS – Elementary Teacher, Willow Lane Elementary
BA, Step 11 \$24,905.28
Effective Dates: 01/21/2013 through 06/07/2013

JUDY PETERSEN – SPED Teacher, Otter Lake Elementary
BA+60, Step 11 \$26,238.01
Effective Dates: 01/28/2013 through 06/07/2013

LONG TERM SUBSTITUTE ASSIGNMENT CHANGE - CERTIFIED STAFF

BRIAN MIELKE – Art Teacher, High School-South Campus
BA, Step 6 \$10,604.16
Effective Dates: 01/22/2013 through 04/05/2013

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: Update of Partnership with YMCA

MEETING DATE: February 11, 2013

SUGGESTED DISPOSITION: Information Item

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

BACKGROUND:

Shane Hoeffler, Director of the White Bear Lake Area YMCA, will provide a brief summary of the many connections between the White Bear Lake Area Public Schools and the White Bear YMCA.

Agenda Item C-2
February 11, 2013
School Board Meeting

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **February 11, 2013**
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: Policy 504, Student Dress and Appearance

MEETING DATE: February 11, 2013

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON(S): David Law, Assistant Superintendent

BACKGROUND:

School Board Policy 504, Student Dress and Appearance, has been through a lengthy review process during the past five months. Since the majority of dress code compliance issues occur at our secondary sites, middle school and high school students had an opportunity to provide input as well as parent advisory groups from both levels.

School administrators from all levels reviewed this policy to make sure any current trends in student apparel are covered in policy. School administration also gathered input from legal counsel on current trends in student dress litigation. With all of this review, there have been very few changes to this policy. The final policy was reviewed by the School Board Policy Committee and is recommended for a first reading. Any minor changes recommended are consistent with those recommended by MSBA. Following the adoption of this policy, student handbooks at all levels will be reviewed to ensure consistency in enforcement, as recommended by both students and parents.

Recommendation:

To review the policy and provide suggestions or feedback to the administration, with the policy to be placed on the March 11 School Board meeting agenda or a subsequent meeting.

Adopted: July 22, 1996
Revised: June 11, 2001
Revised: August 25, 2003
Revised: November 8, 2007
Revised: January 11, 2010

*White Bear Lake Area
School Board Policy 504*

504 STUDENT DRESS AND APPEARANCE

I. PURPOSE

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of this school district to encourage students to be dressed appropriately for school activities and in keeping with community standards. This is a joint responsibility of the student and the student's parent(s) or guardian(s).
- B. Appropriate clothing includes, but is not limited to, the following:
 - 1. Clothing appropriate for the weather.
 - 2. Clothing that does not create a health or safety hazard.
 - 3. Clothing appropriate for the activity (i.e., physical education or the classroom).
- C. Inappropriate clothing includes, but is not limited to, the following:
 - 1. Clothing that is too revealing, distracting, or disruptive to the educational process, **i.e.e.g.**, "Sshort shorts", skimpy tank tops, tops that expose the midriff, exposed undergarments, and other clothing that is not in keeping with community standards.
 - 2. Clothing bearing a message which is lewd, vulgar, or obscene.
 - 3. Apparel promoting products or activities that are illegal for use by minors.
 - 4. Objectionable emblems, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership or affiliation, or approves, advances or provokes any form of religious, racial or sexual harassment and/or violence against other individuals as defined in School Board Policy 413.
 - 5. Any apparel or footwear that would damage school property.

6. Hats/caps are not allowed to be worn in the building except with the approval of the building principal (i.e., student undergoing chemotherapy; medical situations or items worn on the head as a recognized religious practice by the student).
 7. Attire that indicates or suggests gang association. "Gang," as defined in this policy, means any ongoing organization, association or group of three or more persons, whether formal or informal, having as one of its primary activities the commission of one or more criminal acts, which has an identifiable name or identifying sign or symbol, and whose members individually or collectively engage in or whose members engaged in a pattern of criminal gang activity. "Pattern of gang activity" means the commission, attempt to commit, conspiring to commit, or solicitation of two or more criminal acts, provided the criminal acts were committed on separate dates or by two or more persons who are members of or belong to the same criminal street gang.
- D. It is not the intention of this policy to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not racist, sexist, lewd, vulgar, obscene, defamatory or profane, or do not advocate violence or harassment against others.

III. PROCEDURES

- A. When, in the judgment of the administration, a student's appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities, or poses a threat to the health or safety of the student or others, the student will be directed to make modifications or will be sent home for the day. Parents/guardians will be notified.
- B. The administration may recommend a form of dress considered appropriate for a specific event and communicate the recommendation to students and parents/guardians.
- C. Likewise, an organized student group may recommend a form of dress for students considered appropriate for a specific event and make such recommendation to the administration for approval.

Legal References: U. S. Const., amend. I
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)
Stephenson v. Davenport Cmty. Sch. Dist., 110 F.3d 1303 (8th Cir. 1997)
D.B. ex rel. Brogdon v. Lafen Lafon, 217 Fed.Appx. 518 (6th Cir. 2007)
B.W.A. v. Farmington R-7 Sch. Dist., 554 F.3d 734 (8th Cir. 2009)
Madrid v. Anthony, 510 F.Supp.2d 425 (S.D. Tex. 2007)
Lowry v. Watson Chapel Sch. Dist., 540 F.3d 752 (8th Cir. 2008)
Hicks v. Halifax County Bd. of Educ., 93 F.Supp.2d 649 (E.D. N.C. 1999)

McIntire v. Bethel School, Indep. Sch. Dist. No. 3, 804 F.Supp. 1415
(W.D. Okla. 1992)
Olesen v. Bd. of Educ. of Sch. Dist. No. 228, 676 F.Supp. 820, 44 Educ.
L.Rep. 205 (N.D. Ill. 1987)

Cross References: WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 525 (Violence Prevention)

AGENDA ITEM: Policy 603, Curriculum Development

MEETING DATE: February 11, 2013

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON(S): David Law, Assistant Superintendent

BACKGROUND:

School Board Policy 603, Curriculum Development, was reviewed by the School Board Policy Committee and is recommended for a first reading. The Curriculum Development policy outlines our district's process for reviewing academic programs and adopting curriculum with involvement from a broad group of school and community members. This annually reviewed policy does not have any substantive changes since the last update. Any minor 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 to be placed on the March 11 School Board meeting agenda or a subsequent meeting.

Adopted: October 27, 1997
Revised: June 11, 2001
Revised: December 14, 2009
Revised: January 10, 2011
Revised: February 13, 2012

White Bear Lake Area
School District #624 Policy 603

603 CURRICULUM DEVELOPMENT

I. PURPOSE

The purpose of this policy is to provide direction for continuous review and improvement of the school curriculum.

II. GENERAL STATEMENT OF POLICY

Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the school district.

III. RESPONSIBILITY

- A. The superintendent shall be responsible for curriculum development and for determining the most effective way of conducting research on the school district's curriculum needs and establishing a long-range curriculum development program. Timelines shall be determined by the superintendent that will provide for periodic reviews of each curriculum area.
- B. A district advisory committee shall provide assistance at the request of the superintendent. The advisory committee membership shall be a reflection of the community and, to the extent possible, shall reflect the diversity of the district and its learning sites, and shall have parent, teacher, support staff, student, community residents, and administration representation.
- C. Within the ongoing process of curriculum development, the following needs shall be addressed:
 - 1. Provide for articulation of programs of study.
 - 2. Identify goals for each course and at each elementary grade level.
 - 3. Provide for continuing evaluation of programs for the purpose of attaining the school district mission.
 - 4. Provide a program for ongoing monitoring of student achievement and progress.
 - 5. Provide for special needs of all members of the student community.
 - 6. Integrate required and elective standards in the scope and sequence of the district curriculum.

7. Meet all requirements of the Minnesota Department of Education and the No Child Left Behind Act.
-
- D. ~~It shall be the responsibility of the~~ The superintendent ~~shall be responsible for keeping to keep~~ the school board informed of all state-mandated curriculum changes, as well as recommended discretionary changes and for ~~to~~ periodically presenting ~~present~~ recommended modifications for school board review and approval.
 - E. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to curriculum development.

Legal References:

Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)
Minn. Stat. § 120B.11 (School District Process)
Minn. Rule 3500.0550 (Inclusive Educational Program)
Minn. Rule 3501.0010 – 3501.0180 (Graduation Standards – Reading and Mathematics)
Minn. Rule 3501.0200 – 3501.0290 (Graduation Standards – Written Composition)
Minn. Rules Parts 3501.0505-3501.~~0550~~ 0655 (Graduation Standards – Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Graduation Standards – Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Graduation Standards – Arts)
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References:

WBLASB Policy 604 (Instructional Curriculum)
WBLASB Policy 605 (Alternative Programs)
WBLASB Policy 613 (Graduation Requirements)
WBLASB Policy 614 (School District Testing Plan and Procedure)
WBLASB Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plan, and LEP Students)
WBLASB Policy 616 (School District System Accountability)
WBLASB Policy 617 (School District Ensurance of Preparatory and High School Standards)
WBLASB Policy 618 (Assessment of Student Achievement)
WBLASB Policy 619 (Staff Development for Standards)
WBLASB Policy 620 (Credit for Learning)

AGENDA ITEM: Policy 604, Instructional Curriculum

MEETING DATE: February 11, 2013

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON(S): David Law, Assistant Superintendent

BACKGROUND:

School Board Policy 604, Instructional Curriculum, was reviewed by the School Board Policy Committee and is recommended for a first reading. Our instructional curriculum is consistent with guidelines set by statute and the Minnesota Department of Education. There are no substantive changes to this policy for 2013. Any minor 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 to be placed on the March 11 School Board meeting agenda or a subsequent meeting.

Adopted: September 8, 1997

Revised: January 10, 2011

White Bear Lake Area
School District #624 Policy 604

604 INSTRUCTIONAL CURRICULUM

I. PURPOSE

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

II. CURRICULUM GUIDELINES

A. Instruction must be provided in at least the following subject areas:

1. Language arts and basic communication skills including reading and writing, and literature;
2. Mathematics and science;
3. Social studies, including history, geography, economics, government, and citizenship;
4. Health and physical education;
5. The arts;
6. **Vocational Career** and technical education; and
7. World languages.

B. The basic instructional program shall include all courses required for each grade level by the Minnesota Department of Education and all courses required in all elective subject areas. The instructional approach will be gender neutral and multicultural.

C. The curriculum must include opportunities for all students to learn the Graduation-Required Assessments for Diploma (GRAD) requirements and subject matter. The school district must develop a plan for remediation for a student who, after two retests, has not passed a specific GRAD.

D. Elementary and middle schools shall offer at least three, and require at least two, of the following four art areas: dance, music, theater, and visual arts. High schools shall offer at least three, and require at least one, of the following five art areas: media arts, dance, music, theater, and visual arts.

- E. The school board, at its discretion, may offer additional courses in the instructional program at any grade level.
- F. Each instructional program shall be planned for optimal benefit taking into consideration the financial condition of the school district and other relevant factors. Each program plan should contain goals and objectives, materials, minimum student competency levels, and methods for student evaluation.
- G. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to instructional curriculum.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.022 (Elective Standards)
Minn. Stat. § 120B.236 (Cardiopulmonary Resuscitation and Automatic External Defibrillator Instruction)
Minn. Rules Part 3501.1110 (Opportunities to Learn and Remediation)

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

AGENDA ITEM: Policy 613, Graduation Requirements

MEETING DATE: February 11, 2013

SUGGESTED DISPOSITION: Discussion Item

CONTACT PERSON(S): David Law, Assistant Superintendent

BACKGROUND:

School Board Policy 613, Graduation Requirements, was reviewed by the School Board Policy Committee and is recommended for a first reading. This policy describes district and state requirements for graduation from high school, and addresses related issues consistent with Minnesota statutes.

This policy last went through a revision in February of 2012. There are no substantive revisions for this annual review. Any minor 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 to be placed on the March 11 School Board meeting agenda or a subsequent meeting.

Adopted: September 8, 1997
Revised: June 11, 2002
Revised: July 18, 2005
Revised: November 8, 2007
Revised: December 14, 2009
Revised: April 11, 2011
Revised: February 13, 2012

*White Bear Lake Area
School District #624 Policy 613*

613 GRADUATION REQUIREMENTS

I. PURPOSE

The purpose of this policy is to set forth requirements for graduation from the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is that all students must satisfactorily complete, as determined by the school district, all course credit requirements, all state academic standards, or local standards where state standards do not apply, and successfully pass graduation examinations, as required, in order to graduate.

III. DEFINITIONS

- A. “Course credit” is equivalent to a student’s successful completion of an academic year of study or a student’s mastery of the applicable subject matter, as determined by the school district.
- B. “English Language Learners” or “ELL” students means individuals whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.
- C. “GRAD” means the graduation-required assessment for diploma that measures the reading, writing, and mathematics proficiency of high school students.
- D. “Individualized Education Plan,” or “IEP,” means a written statement developed for a student eligible by law for special education and services.
- E. “Section 504 Accommodation” means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.

IV. TEST ADMINISTRATOR

Superintendent or designee shall be named the school district test administrator.

V. GRADUATION REQUIREMENTS

- A. All students must pass the Minnesota State assessments in reading, mathematics, and written composition as per Minnesota State requirements in order to graduate. Students who have not successfully passed a basic skills test by the end of the 2011-2012 school year must pass the GRAD as set forth in Section V.B. and V.C.
- B. For students enrolled in grade 8 in the 2005-2006 school year and later, only the following options shall fulfill students' state graduation test requirements:
 - 1. for reading and mathematics:
 - a. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the Minnesota comprehensive assessments in grade 10 for reading and grade 11 for mathematics or achieving a passing score as determined through a standard setting process on the GRAD in grade 10 for reading and grade 11 for mathematics or subsequent retests;
 - b. achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in reading and the mathematics test for English language learners or the GRAD equivalent of those assessments for students designated as English language learners;
 - c. achieving an individual passing score on the GRAD as determined by appropriate state guidelines for students with an IEP or 504 plan;
 - d. obtaining an achievement level equivalent to or greater than proficient as determined through a standard setting process on the state-identified alternate assessment or assessments in grade 10 for reading and grade 11 for mathematics for students with an IEP; or
 - e. achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP; and
 - 2. for writing:
 - a. achieving a passing score on the GRAD;
 - b. achieving a passing score as determined through a standard setting process on the state-identified language proficiency test in writing for students designated as English language learners;

- c. achieving an individual passing score on the GRAD as determined by appropriate state guidelines for students with an IEP or 504 plan; or
 - d. achieving an individual passing score on the state-identified alternate assessment or assessments as determined by appropriate state guidelines for students with an IEP.
- C. Students enrolled in grade 8 in any school year from the 2005-2006 school year to the 2009-2010 school year who do not pass the mathematics GRAD under Section V.B.1., above, are eligible to receive a high school diploma with a passing state notation if they:
 - 1. complete with a passing score or grade all state and local coursework and credits required for graduation by the school board granting the students their diploma;
 - 2. participate in district-prescribed academic remediation in mathematics; and
 - 3. fully participate in at least two retests of the mathematics GRAD test or until they pass the mathematics GRAD test, whichever comes first.

[Note: Section V.C. applies to the 2009-2010 through 2013-2014 school years only.]
- D. All students must satisfactorily complete an appropriate number of credits as approved by the School Board and identified in the White Bear Lake Area Schools Registration Guide or have met the requirements of an IEP or 504 plan.

VI. STUDENTS IN UNIQUE SITUATIONS

In order to graduate from the school district, all students must fulfill the graduation test requirements in reading, mathematics, and writing established by Minn. Stat. §§ 120B.02 and 120B.30 as set forth in Sections V.A., V.B., and V.C., above, with the following exceptions:

- A. EL^L students are required to pass the GRAD only if they have been enrolled in any Minnesota school for at least four consecutive years. An EL^L student who first enrolls in a Minnesota school in grade 9 or above and who completes the coursework and any other state and district requirements to graduate within a four-year period is not required to pass the GRAD;
- B. Shared-time students are not required to pass the GRAD unless they intend to graduate from the school district.

- C. Students who have transferred from another state will not be required to pass the GRAD if they passed graduation examinations in other states with examinations acceptable to MDE.
- D. Students with IEPs or 504 accommodation plans will be tested and required to pass the GRAD as specified in the students' IEPs or 504 accommodation plans.

VII. EARLY GRADUATION

Students may be considered for early graduation, as provided for within Minnesota Statutes, Section 120B.07 upon meeting the following conditions:

- A. All course, standards, and credit requirements must be met;
- B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

VIII. NOTICE

Within 30 working days of a student's entry into grade 9 or transfer into the district during or after grade 9, the school district will notify students and their parents of the school district's graduation requirements and the grade in which the student will have the first opportunity to take a GRAD. The school district also will provide written notice of the GRAD results to parents and the student no later than 60 days after the school district receives the results and will provide written notice of the basic requirements test results no later than 90 days after the school district receives the results. The school district also will provide notice of remediation and/or additional testing opportunities and/or accommodations.

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.021 (Required Academic Standards)
Minn. Stat. § 120B.023 (Benchmarks)
Minn. Stat. § 120B.024 (Graduation Requirements; Course Credits)
Minn. Stat. § 120B.07 (Early Graduation)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)
Minn. Rule Parts 3501.0010–3501.0180 (Graduation Standards – Mathematics and Reading)
Minn. Rule Parts 3501.0200–3501.0290 (Graduation Standards–Written Composition)
Minn. Rules Parts 3501.0505-3501.0550 **0655** (Graduation Standards – Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Graduation Standards – Mathematics)

Minn. Rules Parts 3501.0800-3501.0815 (Graduation Standards – Arts)
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment
for Diploma)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References:

WBLASB Policy 104 (School District Mission Statement)
WBLASB Policy 601 (School District Curriculum and Instruction
Goals)
WBLASB Policy 614 (School District Testing Plan and Procedure)
WBLASB Policy 615 (Testing Accommodations, Modifications, and
Exemptions for IEPs, Section 504 Plans, and LEP Students)
WBLASB Policy 616 (School District System Accountability)
White Bear Lake Area High School Registration Guide

E. OPERATIONAL ITEMS

AGENDA ITEM: Proposed School Calendars for 2013-14
and 2014-15

MEETING DATE: February 11, 2013

SUGGESTED DISPOSITION: Operational Item

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

BACKGROUND:

Calendar proposals are attached for school years 2013-14 and 2014-15. After meeting and conferring with administrators, teachers, parents and community members, and discussion at the January 28, 2013 work-study session with the School Board, we are recommending these proposed calendars for School Board approval.

The calendar process is considered to be one of the most challenging processes because it requires balancing priorities of different individuals and groups. We appreciate the committee's hard work, innovation and diligence in developing the calendar proposals.

RECOMMENDATION:

The administration is recommending that the School Board approve the school calendars for 2013-14 and 2014-15 as attached.

**WHITE BEAR LAKE AREA SCHOOL DISTRICT
2013-2014 Staff Calendar**

JULY, 2013

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

AUGUST, 2013

M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21 New Teachers	22 New Teachers	23
26 Prof Dev? Tchr Prep?	27 Convocation/P D Tchr Prep	28 Tchr Prep or Prof Dev	29 Tchr Prep or Prof Dev	30

SEPTEMBER, 2013

M	T	W	TH	F
2 No School (Labor Day)	3 1 st Day of School Gr 1-12 K / K+ Orient	4 K / K+ Orientation	5 1 st Day of School K/K+	6
9	10	11	12	13
16	17	18	19	20
23 30	24	25	26	27

2 Prof Dev 2. Tchr Prep

20 Student Contact 1 Holiday

OCTOBER, 2013

M	T	W	TH	F
	1	2	3	4
7	8	9	10 Pre K-12 Conf evening (3.5 hrs)	11
14 Pre K-12 Conf evening (3.5hrs)	15 Pre K-12 Conf evening (3.5 hrs)	16	17 No School State Tchr Prof Mtgs	18 No School State Tchr Prof Mtgs
21	22	23	24	25
28	29	30	31	

NOVEMBER, 2013

M	T	W	TH	F
				1 End of Qtr (42 days)
4 No School Prof Dev Tchr Prep	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28 No School	29 No School

DECEMBER, 2013

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23 No School Winter Break PreK-12	24	25	26	27
30	31			

21 Student Contact
74 Student Days

1.5 Conf Days
2.5 Staff Development Days

18 Student Contact .5 Prof Dev .5 Tchr Prep 2 Holidays
2.5 Teacher Prep Days

15 Student Contact
1.5 Conference Days 3 Holidays

WHITE BEAR LAKE AREA SCHOOL DISTRICT
2013-2014 Staff Calendar
FEBRUARY, 2014

JANUARY, 2014

M	T	W	TH	F
30 No School Winter Break PreK-12	31 No School	1 No School	2 School Resumes	3
6	7	8	9	10
13	14	15	16	17 End of Qtr (44 days)
20 No School MLK Jr Day Tchr Prep	21 No School Prof Dev.	22	23	24
27	28	29	30	31

20 Student Contact 1 Prof Development 1 Tchr Prep 2 Holidays

M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14 No School Tchr Prep
17 No School (Presidents' Day)	18	19	20	21
24	25	26	27 PreK-12 Conf (3.5 hrs eve)	28

18 Student Contact 1 Tchr Prep 5 Conference Days 1 Holiday

MARCH, 2014

M	T	W	TH	F
3 Pre K-5 Conf evening (3.5 hrs)	4 6-12 Conf evening (3.5 hrs)	5	6 PreK-12 Conf (3.5 hrs eve)	7
10 Spring Break No School	11	12	13	14
17	18	19	20	21
24 31	25	26	27	28

16 Student Contact 1 Conference Day

APRIL, 2014

M	T	W	TH	F
	1	2	3 End of Qtr (45 days)	4 No School Prof Dev Tchr Prep
7	8	9	10	11
14	15	16	17	18 No School (Holiday)
21	22	23	24	25
28	29	30		

20 Student Contact .5 Prof Development .5 Tchr Prep 1 Holiday
 98 Student Days 2.5 Staff Development Days

MAY, 2014

M	T	W	TH	F
			1	2
5 No School Prof Dev	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26 No School (Memorial Day)	27	28	29	30

20 Student Contact 1 Prof Development 1 Holiday
 3.5 Teacher Prep Days

JUNE, 2014

M	T	W	TH	F
2	3	4	5 Last day of School for Students End of Qtr (41 days)	6 No School Teacher Prep Graduation
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

4 Student Contact 1 Tchr Prep 1.5 Conference Days 5 Holidays

**WHITE BEAR LAKE AREA SCHOOL DISTRICT
2014-2015 Staff Calendar**

JULY, 2014

M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

AUGUST, 2014

M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19 Tchr Prep Option A (must choose 2 A-D)	20 New Teachers	21 New Teachers	22 Tchr Prep Option B (must choose 2 A-D)
25 Prof Dev Tchr Prep	26 Convocation/ P D Tchr Prep	27 Tchr Prep	28 Prof Dev	29 Tchr Prep Option C (must choose 2 A-D)

SEPTEMBER, 2014

M	T	W	TH	F
1 No School (Labor Day)	2 1 st Day of School Gr 1-12 K / K+ Orien	3 K / K+ Orientation	4 1 st Day of School K/K+	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

2 Prof Dev 3 or 4 Tchr Prep

21 Student Contact 1 Holiday

OCTOBER, 2014

M	T	W	TH	F
		1	2	3
6	7	8	9 Pre K-12 Conf evening (3.5 hrs)	10
13 Pre K-12 Conf evening (3.5 hrs)	14 Pre K-12 Conf evening (3.5 hrs)	15	16 No School State Tchr Prof Mtgs	17 No School State Tchr Prof Mtgs
20	21	22	23	24
27	28	29	30	31 End of Qtr (42 days)

21 Student Contact 1.5 Conf Days
74 Student Contact 2.5 Prof Development

NOVEMBER, 2014

M	T	W	TH	F
1 No School Prof Dev Tchr Prep	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27 No School	28 No School

17 Student Contact .5 Prof Dev .5 Tchr Prep 2 Holidays
3.5 or 4.5 Tchr Prep

DECEMBER, 2014

M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22 No School Winter Break PreK-12	23	24	25	26
29 No School Winter Break PreK-12	30	31		

15 Student Contact 3 Holidays 1.5 Conf Days

WHITE BEAR LAKE AREA SCHOOL DISTRICT
2014-2015 Staff Calendar
FEBRUARY, 2015

JANUARY, 2015

M	T	W	TH	F
29 No School Winter Break PreK-12	30 No School	31 No School	1 No School	2 No School
5	6	7	8	9
12	13	14	15	16 End of Qtr (42 days)
19 No School MLK Jr Day Tchr Prep	20 No School Prof Dev	21	22	23
26	27	28	29	30

M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16 No School (Presidents' Day)	17	18	19	20
23	24	25	26 Pre K-12 Conf evening (3.5 hrs)	27

MARCH, 2015

M	T	W	TH	F
2 Pre K-12 Conf evening (3.5 hrs)	3 Pre K-12 Conf evening (3.5 hrs)	4	5	6
9 Spring Break No School	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

18 Student Contact 1 Prof Development 1 Tchr Prep 2 Holidays

19 Student Contact .5 Conference Days 1 Holiday

17 Student Contact 1.0 Conference Days

APRIL, 2015

M	T	W	TH	F
		1 End of Qtr (45 days)	2 No School Prof Dev Tchr Prep	3 No School (Holiday)
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

MAY, 2015

M	T	W	TH	F
				1
4 No School Prof Dev	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25 No School (Memorial Day)	26	27	28	29

JUNE, 2015

M	T	W	TH	F
1	2	3	4	5 Last day of School for Students End of Qtr (43 days) Grad
8 Tchr Prep Option D (must choose 2 A-D)	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

20 Student Contact .5 Prof Development .5 Tchr Prep 1 Holiday

19 Student Contact 1 Prof Development 1 Holiday

5 Student Contact 1 Tchr Prep

98 Student Contact 2.5 Prof Development

1.5 or 2.5 Tchr Prep

5 Holidays 1.5 Conf Days

AGENDA ITEM: Award of Bids – Vadnais Heights Elementary School
Phase 2 HVAC Improvements

MEETING DATE: February 11, 2013

SUGGESTED DISPOSITION: Operational Item

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

Bids were opened for the second phase of the Vadnais Heights Elementary School HVAC system replacement project on January 22, 2013. This is a continuation of the Board approved alternative facilities project.

There were five bid divisions contained within this project and the apparent low bidders and the recommended bids are attached. The base bids, Alternate #1 and Alternate #2 are included in the recommendation. The full bid tabulation is included for your information.

Funding for the project will be bond proceeds from the alternative facilities program and capital fund revenue for the chiller portion of the project.

Recommendation:

It is recommended that the Board approve the bid recommendations as submitted by Kraus-Anderson Construction Company.

PHIL FISHER
Manager of Building Operations

4855 Bloom Avenue
White Bear Lake, MN 55110-2731
(651) 407-7534 • Fax (651) 407-7539
pefish@wbl.whitebear.k12.mn.us

To: Peter Willcoxon Sr.
From: Phil Fisher 
Subject: Vadnais Heights Elementary Phase 2 HVAC Project
Date: January 28, 2013

Attached are the bid results and recommendations for the Vadnais Heights Elementary Phase 2 HVAC project.

This project will use both Alternative Facilities funding and capital improvement funds to renovate the HVAC system and to add a chiller.

The total base bid for phase 2 is within our projected budget. We will be accepting two alternates with the base bid; Alternate # 1 is for the chiller which will be paid for with capital funds. Alternate # 2 is for new counters and sinks in select classrooms that will be funded using Alternate Facility funding.

Attachments



Innovative Construction Solutions

8625 Rendova Street NE
P.O. Box 158
Circle Pines, MN 55014
O 763.786.7711
F 763.786.2650
www.krausanderson.com

January 25, 2013

Mr. Phillip Fisher
Independent School District 624
4855 Bloom Avenue
White Bear Lake, MN 55110

Re: Vadnais Heights Elementary School
Replacement HVAC Systems – Phase 2
Vadnais Heights, MN

Dear Mr. Fisher:

This letter is concerning the contract award for the above referenced project that was bid on January 22, 2013.

Listed below are the lowest responsible bidders and the bid amount for the bid division (see attached bid tabulation sheets):

BID DIVISION 01 – General Construction and Demolition – Parkos Construction – base bid \$149,700.00 – Alternate Nos. 1 & 2 - \$80,500.00 - total contract amount - \$230,200.00

BID DIVISION 02 – Architectural Woodwork – CTB – base bid - \$264,966.00 – Alternate No. 2 - \$7,374.00 - total contract amount - \$272,340.00.

BID DIVISION 03 – Acoustical Panel Ceilings – Acoustics Associates, Inc. – base bid - \$75,000.00 – total contract amount - \$75,000.00.

BID DIVISION 04 – Mechanical – Thelen Heating & Roofing Inc. - base bid - \$658,000.00 – Alternate Nos. 1 & 2 - \$224,000.00 – total contract amount - \$882,000.00.

BID DIVISION 05 – Electrical – Northern Air Corporation – base bid - \$213,000.00 – Alternate No. 1 - \$29,200.00 - total contract amount - \$242,200.00.

It is our recommendation to award Bid Division 1 contract to Parkos Construction, Bid Division 2 contract to CTB, Bid Division 3 contract to Acoustics Associates, Inc., Bid Division 4 contract to Thelen Heating & Roofing, Inc., Bid Division 5 contract to Northern Air Corporation for base bid amounts and Alternate Nos. 1 and 2.

Mr. Phillip Fisher
Independent School District 624

-2-

January 25, 2013

If you should have any questions, please feel free to contact me at 763-786-7711.

Very truly yours,

KRAUS-ANDERSON® CONSTRUCTION COMPANY

A handwritten signature in black ink, appearing to read 'Brian L. Hook', with a stylized flourish at the end.

Brian L. Hook
Senior Project Manager

BLH:rh
Enclosures

c: Tim Rabbitts, Hallberg Engineering

**2013 White Bear Lake Public Schools
Vadnais Heights Elementary School - Replacement HVAC Systems Phase 2**

OWNER: ISD 624

OWNER'S ADMINISTRATIVE REPRESENTATIVE: KRAUS-ANDERSON, CONSTRUCTION COMPANY
ARCHITECT: Hallberg Engineering, Inc.

BID DIVISION 01: GENERAL CONSTRUCTION AND DEMOLITION

BID TABULATIONS
Tuesday, January 22, 2013 @ 2:00 p.m.

[illegible]

**2013 White Bear Lake Public Schools
Vadnais Heights Elementary School - Replacement HVAC Systems Phase 2**

OWNER: ISD 624

OWNER'S ADMINISTRATIVE REPRESENTATIVE: KRAUS-ANDERSON, CONSTRUCTION COMPANY
ARCHITECT: Hallberg Engineering, Inc.

BID DIVISION 02: ARCHITECTURAL WOODWORK

BID TABULATIONS
Tuesday, January 22, 2013 @ 2:00 p.m.

[illegible]

**2013 White Bear Lake Public Schools
Vadnais Heights Elementary School - Replacement HVAC Systems Phase 2**

OWNER: ISD 624

OWNER'S ADMINISTRATIVE REPRESENTATIVE: KRAUS-ANDERSON, CONSTRUCTION COMPANY
ARCHITECT: Hallberg Engineering, Inc.

BID TABULATIONS
Tuesday, January 22, 2013 @ 2:00 p.m.

BID DIVISION 03: ACOUSTICAL PANEL

[illegible]

**2013 White Bear Lake Public Schools
Vadnais Heights Elementary School - Replacement HVAC Systems Phase 2**

OWNER: ISD 624

OWNER'S ADMINISTRATIVE REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY
ARCHITECT: Hallberg Engineering, Inc.

BID TABULATIONS
Tuesday, January 22, 2013 @ 2:00 p.m.

BID DIVISION 04: MECHANICAL

[illegible]

BID TABULATIONS

Tuesday, January 22, 2013 @ 2:00 p.m.

OWNER'S ADMINISTRATIVE REPRESENTATIVE: KRAUS-ANDERSON, CONSTRUCTION COMPANY
ARCHITECT: Hallberg Engineering, Inc.

BID TABULATIONS

Vadnais Heights Elementary School - Replacement HVAC Systems Phase 2

OWNER: ISD 624

Tuesday, January 22, 2013 @ 2:00 p.m.

OWNER'S ADMINISTRATIVE REPRESENTATIVE: KRAUS-ANDERSON, CONSTRUCTION COMPANY
ARCHITECT: Hallberg Engineering, Inc.

BID DIVISION 05: ELECTRICAL

[illegible]

AGENDA ITEM: Resolution approving and authorizing the execution of a lease agreement, ground lease agreement and related documents and certificates.

MEETING DATE: February 11, 2013

SUGGESTED DISPOSITION: Operational Item

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

Background:

Attached is the resolution, prepared by legal counsel, to approve the establishment of a lease agreement with Wells Fargo to fund the construction project at Matoska IB Elementary School. This portion of the funding will be through lease levy authority.

The documents associated with the funding of the project have been prepared by attorneys from Wells Fargo as well as district counsel. The resolution grants authority for execution of the agreements by the Superintendent.

The agreement calls for semi-annual payments over a fifteen year period, through January 30, 2028.

Recommendation:

Administration recommends approval of the resolution prepared by legal counsel.

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A
LEASE AGREEMENT AND
GROUND LEASE THERETO AND RELATED DOCUMENTS AND CERTIFICATES

BE IT RESOLVED by the School Board of Independent School District No. 624 (White Bear Lake Area Schools), White Bear Lake, Minnesota, as follows:

1.) The execution, delivery and performance of the Lease Agreement (the "Lease Agreement"), Ground Lease (the "Ground Lease") and the Escrow Agreement are hereby approved substantially in the form presented to this board and on file in the office of the Clerk.

2.) The Superintendent of the District is hereby authorized to execute the Lease Agreement, the Ground Lease and the Escrow Agreement on behalf of the District, and to execute such other certificates and documents as may be necessary and appropriate to effectuate the transactions contemplated by the Lease Agreement, the Ground Lease and the Escrow Agreement, provided that the maximum interest rate for the Lease does not exceed 5.00 percent per annum. The Lease Agreement, the Ground Lease, and the Escrow Agreement and the related documents may contain such necessary and appropriate variations, omissions and insertions as the Superintendent shall determine to be necessary, and the execution thereof by the Superintendent shall be conclusive evidence of such determination and its approval by the Board.

3.) The District reasonably anticipates that it will not issue tax-exempt obligations (not including "private activity bonds" as defined in Section 141 of the Internal Revenue Code of 1986, as amended) in an aggregate amount in excess of \$10 million during the calendar year in which the Lease Agreement commences. Thus, the lease is hereby designated as a qualified tax-exempt obligation for purposes of Section 265(b)(c) of the Internal Revenue Code of 1986, as amended, relating to deductibility of interest by financial institutions.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon roll call vote the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed adopted.

STATE OF MINNESOTA)
)SS
COUNTY OF RAMSEY)

I, the undersigned, being the fully qualified and acting Clerk of Independent School District No. 624 (White Bear Lake Area Schools), White Bear Lake, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of the School District held on the _____ day of _____, 2013, with the original thereof on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the adoption of a resolution approving and authorizing the execution of a governmental lease-purchase master agreement and supplements thereto and related documents and certificates.

WITNESS MY HAND officially as such Clerk this _____ day of _____, 2013.

Clerk



KNUTSON, FLYNN & DEANS, P.A.

1155 Centre Pointe Drive, Suite 10
Mendota Heights, MN 55120

651.222.2811 fax 651.225.0600

www.kfdmn.com

Independent School District No. 624
4855 Bloom Avenue, Suite 300
White Bear Lake, MN 55110

Wells Fargo Bank, National Association
7900 Xerxes Avenue South
N9307-231
Bloomington, MN 55431

Re: Lease Agreement dated as of February __, 2013, by and
between Wells Fargo Bank, National Association (Lessor), and
Independent School District No. 624 (White Bear Lake Area Schools) (Lessee)

Ladies and Gentlemen:

We have acted as counsel to Lessee with respect to the Lease Agreement described above (the "Lease Agreement"), the Ground Lease Agreement dated as of February __, 2013 (the "Ground Lease Agreement"), by and between Independent School District No. 624 (the "District") as Ground Lessor and Wells Fargo Bank, National Association, as Ground Lessee, the Escrow Agreement dated as of February __, 2013 (the "Escrow Agreement"), by and between the Lessor and the Lessee, and various related matters, and in this capacity have reviewed a duplicate original or certified copy of said Agreements and the Exhibits attached thereto. Based upon the examination of these and such other documents as we deem relevant, it is our opinion that:

1. Lessee is a State or political subdivision thereof, or Lessee's obligation under the Lease Agreement constitutes an obligation issued on behalf of a State or political subdivision thereof, and that the interest component of the payments to be made under the Lease Agreement is exempt from Federal income taxes under Section 103 of the Internal Revenue Code of 1986, as amended (the "Code"), and the Lease Agreement, the Ground Lease Agreement and the Escrow Agreement and all terms and provisions thereof are authorized by the Constitution, laws, rules and regulations of the State of Minnesota governing the activities of Lessee, and Lessee has the power and authority to enter into the transaction contemplated by those Agreements and to carry out its obligations thereunder.

2. The Lease Agreement, the Ground Lease Agreement and the Escrow Agreement have been duly authorized, approved, executed and delivered by and on behalf of Lessee, and are valid and binding contracts of Lessee enforceable in accordance with their terms, except to the extent limited by State and Federal laws affecting remedies and by bankruptcy, reorganization or other laws of general application relating to or affecting the enforcement of creditors' rights.

3. The authorization, approval and execution of the Agreements and all other proceedings of Lessee relating to the transactions contemplated thereby have been performed in accordance with all applicable open meeting, public bidding and other laws, rules and regulations of the State.

4. There is no litigation, action, suit or proceeding pending, or to our knowledge, threatened before any court, administrative agency, arbitrator or governmental body, that challenges the authority of Lessee or its officers or its employees to enter into the Lease Agreement or the Ground Lease Agreement; the proper authorization, approval and/or execution of the Lease Agreement, the Ground Lease Agreement, the Escrow Agreement, the Exhibits thereto, and other documents contemplated thereby; or the ability of Lessee otherwise to perform its obligations under the Lease Agreement and the transactions contemplated thereby.

5. The Lease Agreement and the Project (as that term is defined in the Lease Agreement) are free and clear of all claims, liens, security interests and encumbrances arising through any act or omission of Lessee or any person claiming by, through or under Lessee, except the rights of Lessor and Lessee and Permitted Encumbrances (as that term is defined in the Lease Agreement).

6. Lessee has been allotted funds and sufficient funds have been appropriated lawfully and in accordance with all procedures applicable thereto for the payment of Rent payments during the first fiscal period of said Lease Agreement.

7. Under existing federal regulations, the indebtedness of Lessee under the Lease Agreement is not an arbitrage bond within the meaning of Section 148 of the Code.

8. The Lease Agreement is not a private activity bond within the meaning of Section 141 of the Code. The Lease Agreement has been designated by Lessee as a qualified tax-exempt obligation for purposes of Section 265(b)(3) of the Code.

Dated: February __, 2013.

Very truly yours,

KNUTSON, FLYNN & DEANS
Professional Association

By: _____
Thomas S. Deans

AGENDA ITEM: Action on MSHSL Foundation Grand Request

MEETING DATE: February 11, 2013

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): David Law, Assistant Superintendent
Tim Hermann, Activities Director

BACKGROUND:

The WBLAHS Activities Department is seeking a grant of \$5,000 from the MSHSL. The purpose of this grant would be to fund a year-long leadership opportunity for students at both campuses, grades 9-12. This grant would not only have an immediate impact on those campuses, but would also serve the entire White Bear Lake School District and its community members.

If approved, this grant would assist the WBLAHS Activities Department in securing instructors, developing curriculum, providing transportation, and handling any facility fees.

Potentially, the curriculum would include sessions beginning in the summer and advancing throughout the school year, focusing on topics such as goal setting, leadership authenticity, team leadership projects, community service leadership, mentorship programs, and an action plan for continuing the focus on leadership within both campuses in the years to come.

RECOMMENDATION:

Approve the MSHSL Foundation grant to fund a year-long leadership opportunity for students at White Bear Lake Area High School, grades 9-12, as recommended by the administration.

FORM B/C
Minnesota State High School League Foundation
Application for Grant
School Year 2012-2013

Mission Statement: *Founded in 2007, the Minnesota State High School League Foundation is a nonprofit association, serving both public and private schools, created to complement the Minnesota State High School League by providing support for Minnesota's high school youth to participate in athletics and fine arts. Minnesota State High School League Foundation's goals are to promote the growth of high school students through participation in valuable extra-curricular activities.*

Awarding of Grants: *The primary goal of the Foundation will be to award grants that assist, recognize, promote, and fund extra-curricular participation by high school students in athletic and fine arts programs. These grants will be awarded based upon gender balance, school size and geographic location to the extent possible.*

PLEASE REFER TO THE GRANT REQUEST CATEGORIES FOUND ON THE MSHSL FOUNDATION WEBSITE WWW.MSHSLFOUNDATION.ORG BEFORE YOU COMPLETE THIS APPLICATION. BE SURE TO INDICATE THE APPROPRIATE CATEGORY AS REQUIRED BELOW.

The entire application form and the requested attachments must be submitted to:

Minnesota State High School League Foundation
2100 Freeway Boulevard
Brooklyn Center, MN 55430
ljohnson@mshsl.org

THE APPLICATION MUST BE POSTMARKED OR SUBMITTED ELECTRONICALLY TO THE MSHSL FOUNDATION NO LATER THAN FEBRUARY 1, 2013. ALL REQUIRED INFORMATION MUST BE INCLUDED IN ORDER FOR THE APPLICATION TO BE CONSIDERED (see Items #6 and #7).

Date of Application: January 31, 2013

<u>White Bear Lake Area High School</u>	<u>9016325</u>
Name of School/Organization	Federal Tax ID Number

<u>3551 McKnight Road</u>
Street

<u>White Bear Lake</u>	<u>MN</u>	<u>55110</u>
City	State	Zip Code

<u>651-773-6208</u>	<u>651-773-6275</u>
Phone	Fax

Please identify the SPECIFIC Category for which you are requesting funding: (i.e. B-1; C-5)

B Student Leadership C _____ Amount Requested: \$5,000.00 (Maximum \$5,000.00)

A SCHOOL/NON-SCHOOL ORGANIZATION MAY ONLY APPLY FOR ONE (1) CATEGORY

1. Describe your school district and the community(ies) the district serves OR Describe your organization and its major services and programs.

Specify the geographic area covered by the grant request and the people who will be served if the grant is approved. Specific names of individuals are not required, but information regarding gender and race; national origin/ethnicity is requested.

Approximately 55,000 people live within the borders of District 624, a second-ring suburb of St. Paul, Minnesota. The ten municipalities that comprise the White Bear Lake Area School District are essentially bedroom communities that like to take their identity from their downtown centers. The total district serves a 45 square-mile area centralized by the picturesque and historical White Bear Lake.

Student population numbers from the 2011-12 school year indicate that of the 8,022 students in the District, demographic information breaks down in the following manner:

**STUDENT DEMOGRAPHIC
INFORMATION 2011-12**

Enrollment	8,022
Free/Reduced	27.3%
English	4.7%
Language	
Learner	
Special	12.5%
Education	
American	0.8%
Indian/Alaskan	
Native	
Asian/Pacific	7.7%
Islander	
Hispanic	4.0%
Black (non-	5.6%
Hispanic)	
White (non-	81.9%
Hispanic)	

2. Describe (1) your request, (2) the amount requested, (3) a DETAILED LINE ITEM BUDGET and (4) your timetable for completing the project. Additional pages can be attached to this request if necessary. **FOOD ITEMS WILL NOT BE CONSIDERED OR APPROVED.**

The WBLAHS Activities Department is seeking a grant of \$5000.00. The purpose of this grant would be to fund a year-long leadership opportunity for students at both campuses, grades 9-12. This grant would not only have an immediate impact on those campuses, but would also serve the entire White Bear Lake School District and its community members.

If approved, this grant would assist the WBLAHS Activities Department in securing instructors, developing curriculum, providing transportation, and handling any facility fees. No grant money would be used for equipment or meals.

Potentially, the curriculum would include sessions beginning in the summer and advancing throughout the school year, focusing on topics such as goal setting, leadership authenticity, team leadership projects, community service leadership, mentorship programs, and an action plan for continuing the focus on leadership within both campuses in the years to come.

3. Describe how the funds requested for the identified project furthers the stated mission and primary goal(s) of the MSHSL Foundation.

Positive, constructive, service-oriented student leadership has always been a focus of the MSHSL and its Foundation. If this proposal is affirmed, our District has the opportunity to affect and empower student leaders in grades 9-12, and spread the base of student leadership throughout all grades and both campuses. This would be a very important step in the unification of our campuses, which has been a challenge for many years.

4. Are there any other similar programs that serve the same geographic area and groups of people identified in question number one (1) above? If the answer is, "Yes", please explain the relationship between the two programs. If the answer is, "No", please continue on to question number five (5).

The Suburban East Conference, which included WBLAHS, does have a one day leadership conference that it runs during the first month of the school year. This conference is geared toward our student "Super Fan" groups, helping them to understand the behavioral expectations of our spectators at conference events and empowering them to lead their school's fan base toward appropriate behavior. The grant that we are requesting would be aimed at a different group, with a very different focus.

5. List other actual or proposed sources for funding of the project, including the amounts of the other requests and commitments from other entities. Indicate those sources from which commitments have been received with an asterisk.

At this time, there is no outside funding that has been committed to this first time venture. Over the last few years, we have found that donations and funding for several of our school groups has slowed or completely vanished. It is my hope that, when we successfully produce service-oriented leaders in all of our grades, the effect of their positive relationship-building with the different communities within our District will allow us to offset some of the cost of this program with their renewed financial support.

6. If your School, School District, Region Committee, or Activity Conference is submitting a grant request, please attach the following information.

- a. A copy of the MSHSL Foundation Board of Director's resolution requesting funds from the Foundation as identified in your grant request.
- b. Other documents you may determine to be important for the MSHSL Foundation Board of Directors to review

7. If your **Booster Club** is submitting a grant request, please attach the following information:

- a. A copy of the IRS determination letter regarding exempt status or other evidence of exempt status
- b. A copy of the most recent Form 990 or Form 990T, if applicable, with all schedules submitted to the IRS and/or an explanation of the organization's fund balance, including restricted and non-restricted funds
- c. Overall organization budget, including a specific project budget indicating items for which MSHSL Foundation support is requested. You may attach a brief narrative explanation of the budget if necessary.
- d. A list of the names of the Board of Directors or other governing body
- e. Other documents you may determine to be important for the MSHSL Foundation Board of Directors to review

Grant requests submitted by Booster Clubs must be accompanied with documentation approved by the school board of the member school. Any Booster Club grant approved by the MSHSL Foundation Board of Directors will be sent directly to the member school to be used exclusively by the member school. Only one (1) grant will be approved per member school.

This application will not be considered unless the entire application is completed, including the required attachments. Please note that the MSHSL Foundation Board of Directors may request additional information regarding any proposal.

Tim Hermann

Printed Name of Person Requesting the Grant

Tim.Hermann@isd624.org
Email Address



Signature of Person Requesting the Grant

1/13/13

Date Completed

**FORM B/C MUST BE POSTMARKED OR EMAILED NO LATER THAN
FEBRUARY 1, 2013.**

AGENDA ITEM: Policy 495, Leave of Absence Policy

MEETING DATE: February 11, 2013

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Chris Picha, Director of Human Resources

BACKGROUND:

School Board Policy 495, Leave of Absence Policy, is a new policy that provides criteria to give guidance as to when the school administration would recommend an employee leave of absence for discretionary purposes. The policy will allow the District to be more consistent in the granting of leaves of absence for discretionary purposes.

This policy has been reviewed by the School Board Policy Committee, had a first reading in January, and is recommended for a second reading.

RECOMMENDATION:

To approve Policy 495, Leave of Absence Policy, as recommended by the administration.

495 LEAVES OF ABSENCE WITHOUT PAY

I. PURPOSE

The purpose of this policy is to provide guidance to school district employees on policy and procedure for requesting a leave of absence without pay.

II. GENERAL STATEMENT OF POLICY

- A. The School Board recognizes the right of employees to request leaves of absence without pay based on the employee's individual needs or desires and consistent with provisions of the appropriate employee master agreement or policy.
- B. Because an employee's absence affects students, other staff and education programming, the needs and desires of the employee must be weighed against the needs of the district whenever a leave of absence is requested.
- C. In acting on employee leave requests, the School Board will observe provisions of the appropriate employee master agreement, district policy, and applicable state and federal statutes. In making recommendations to the School Board regarding leave without pay approval, district administration will consider both the reasons for the employee's request and the needs of the district. In general, concerns related to the educational program will take precedence over personal interests of the employee.

III. FACTORS TO BE CONSIDERED

- A. Multiple factors will be considered when acting on leave of absence requests, including but not limited to:
 - 1. The stated reason(s) of the employee in requesting a leave;
 - 2. Relevant provisions of the appropriate employee master agreement, district policy and/or state and federal statute(s);
 - 3. Length of service to the district of the employee applying for the leave. (Normally the district will not approve any leave during an employee's probationary period other than leaves required by law or collective bargaining agreement.)
 - 4. Length of leave request:
 - a. Under M.S. 122A.46, the length of an approved extended leave must be determined by mutual agreement of the School Board and the employee at the time the leave is granted and shall be at least three

(3), but no more than five years. An extended leave may be granted to employees who have been employed by the district for at least five (5) years and who have at least ten (10) years of allowable service in Minnesota.

- b. Normally, the length of an approved leave of absence for other reasons shall not exceed one (1) year. In extenuating circumstances, an extension of one (1) additional year may be granted for a maximum of two consecutive years of leave.
- 5. Record of previous leaves taken by the employee;
- 6. Availability of qualified substitute teachers;
- 7. Number of other employees in the same assignment category currently on leaves of absence;
- 8. Timing of the leave as it relates to potential disruption to students, other staff, and educational programming:
 - a. Whenever possible, leaves should begin when the school year begins and ends when the school year ends. If that is not possible, the beginning or ending of a leave should coincide with a natural break point during the school year.
 - b. The leave request should provide the district with enough advance notice so it can assess the effects of the leave on students, staff and educational programming.
- 9. Potential benefits to the district;
- 10. Whether the purpose of the leave can be scheduled or accomplished during a non-duty (school vacation/break) period.
- B. Additional factors pertaining to requests for part-time leaves:
 - 1. Availability of a suitable part-time assignment;
 - 2. Flexibility of the employee in accepting a part-time assignment;
 - 3. Willingness of the employee to return to full time employment should a part-time position to which the individual is assigned be increased to full time if a qualified substitute is not available, or the additional part-time assignment is not deemed feasible;
 - 4. Willingness of the employee to participate fully in parent-teacher conferences and in-district workshops without additional remuneration.

- C. Acting upon requests for a leave of absence without pay is a School Board prerogative; however, the Superintendent or designee is authorized to grant such leave status for periods not to exceed ten (10) working days in succession.
- D. American Disabilities Act provisions will be considered when reviewing a request for leave without pay due to a disability. The District will comply with applicable state and federal law when considering requests for leave of absence due to an employee's disability.

Legal References: *Minn. Stat. §122A.46 Extended Leaves of Absence*

Cross References: *WBLASB Policy 401 (Equal Employment Opportunities)*
 WBLASB Policy 402 (Disability Nondiscrimination Policy)
 WLBASB Policy 410 (Family Medical Leave Act)

AGENDA ITEM: Policy 533, Wellness

MEETING DATE: February 11, 2013

SUGGESTED DISPOSITION: Operational Item

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

BACKGROUND:

School Board Policy 533, Wellness, was established in 2006 through an extensive process with input from administrators, teachers, parents and students.

The purpose of this policy is to assure a school environment that promotes and protects students' health, well-being, and ability to learn by supporting healthy eating and physical activity.

This policy has been reviewed by the School Board Policy Committee, had a first reading in January, and is recommended for a second reading. The changes recommended are consistent with those recommended by MSBA.

Recommendation: To approve Policy 533, Wellness, as recommended by the administration.

Adopted: August 14, 2006
Revised: April 12, 2010
Revised:

White Bear Lake Area School District Policy 533

533 WELLNESS

I. PURPOSE

The purpose of this policy is to assure a school environment that promotes and protects students' health, well-being, and ability to learn by supporting healthy eating and physical activity.

II. GENERAL STATEMENT OF POLICY

- A. The school board recognizes that nutrition education and physical education are essential components of the educational process and that good health fosters student attendance and education academic achievement.
- B. The school environment should promote and protect students' health, well-being, and ability to learn by encouraging healthy eating and physical activity.
- C. The school district encourages the involvement of students, parents, teachers, food service staff, and other interested persons in implementing, monitoring, and reviewing school district nutrition and physical activity policies.
- D. Children need access to healthy foods and opportunities to be physically active in order to grow, learn, and thrive.
- E. All students in grades K-12 will have opportunities, support, and encouragement to be physically active on a regular basis.
- F. Qualified food service personnel will provide students with access to a variety of affordable, nutritious, and appealing foods that meet the health and nutrition needs of students; ~~they~~ commit to accommodate the religious, ethnic, and cultural diversity of the student body in meal planning; and will provide clean, safe, and pleasant settings and adequate time for students to eat.

III. GUIDELINES

A. Foods and Beverages

- 1. All foods and beverages made available on campus (including concessions and a la carte cafeteria items) will be consistent with the current ~~USDA Dietary Guidelines~~ Healthy Hunger Free Kids Act for Americans.

2. ~~Food~~ Nutrition service personnel will take every measure to ensure that student access to foods and beverages meet or exceed all federal, state, and local laws and guidelines.
3. ~~Food~~ Nutrition service personnel shall adhere to all federal, state, and local food safety and security guidelines.
4. The school district will make every effort to eliminate any social stigma attached to, and prevent the overt identification of, students who are eligible for free and reduced-price school meals.
5. The school district will provide students access to hand washing or hand sanitizing before they eat meals or snacks.
6. The school district will make every effort to provide students with sufficient time to eat after sitting down for school meals and will schedule meal periods at appropriate times during the school day.
7. The school district will discourage tutoring, club, or organizational meetings or activities during mealtimes, unless students may eat during such activities.

B. School ~~Food~~ Nutrition Service Program/Personnel

1. The school district will provide healthy and safe school meal programs that strictly comply with all federal, state, and local statutes and regulations.
2. The school district shall designate an appropriate person to be responsible for the school district's food service program, whose duties shall include the creation of nutrition guidelines and procedures for the selection of foods and beverages made available on campus to ensure food and beverage choices are consistent with the current USDA Dietary Guidelines Healthy Hunger Free Kids Act for Americans.
3. As part of the school district's responsibility to operate a ~~food~~ nutrition service program, the school district will provide continuing professional development for all ~~food~~ nutrition service personnel in schools.

B. Nutrition Education and Promotion

1. The school district will encourage and support healthy eating by students and engage in nutrition promotion that is:
 - a. offered as part of a comprehensive program designed to provide students with the knowledge and skills necessary to promote and protect their health;

- b. part of health education classes as well as classroom instruction in subjects such as math, science, language arts, social sciences, and elective subjects, where appropriate; and
 - c. enjoyable, developmentally appropriate, culturally relevant, and includes participatory activities, such as contests, promotions, taste testing, and field trips.
- 2. The school district will encourage all students to make age appropriate, healthy selections of foods and beverages, including those sold individually outside the reimbursable school meal programs, such as through a la carte [snack] lines, vending machines, fundraising events, concession stands, and student stores.
 - 3. Schools will discourage the use of foods or beverages as rewards for academic performance or good behavior (unless this practice is allowed by a student's individual education plan or behavior intervention plan) and will not withhold food or beverages as punishment.

D. Physical Activity

- 1. Students need opportunities for daily physical activity and to fully embrace regular health and physical activity as a personal behavior. Toward that end, health and physical education will reinforce the knowledge and self-management skills needed to maintain a healthy lifestyle and reduce sedentary activities such as watching television;
- 2. ~~In addition to regular physical education,~~ Opportunities for physical activity will be incorporated into other subject lessons, where appropriate; and
- 3. Classroom teachers will provide short physical activity breaks between lessons or classes, as appropriate.

E. Communications with Parents

- 1. The school district recognizes that parents and guardians have a primary and fundamental role in promoting and protecting their children's health and well-being.
- 2. The school district will support parents' efforts to provide a healthy diet and daily physical activity for their children.
- 3. The school district encourages parents to pack healthy lunches and snacks and refrain from including beverages and foods without nutritional value.

4. The school district will provide information to parents about ~~health and~~ physical education and other school-based ~~wellness opportunities, and will~~ support parents' efforts to provide their children with opportunities to be physically active outside of school.

IV. IMPLEMENTATION AND MONITORING

- A. After approval by the school board, the wellness policy will be implemented throughout the school district.
- B. School ~~food~~ nutrition service staff, at the school or district level, will ensure compliance within the school's ~~food~~ nutrition service areas and will report to the ~~food~~ nutrition service program administrator, the building principal, or the superintendent's designee, as appropriate.
- C. The school district's ~~food~~ nutrition service program administrator will provide an annual report to the superintendent setting forth the nutrition guidelines and procedures for selection of all foods made available on campus.
- D. The superintendent or designee will ensure compliance with the Wellness policy and will provide an annual report of the school district's compliance with the policy to the school board.

Legal References: Minn.Stat. § 121A.215 (Local School District Wellness Policy)
42 U.S.C. § 1751 *et seq.* (Richard B. Russell National School Lunch Act)
42 U.S.C. § 1771 *et seq.* (Child Nutrition Act of 1966)
P.L. 108-265 (2004) § 204 (Local Wellness Policy)
7 U.S.C. § 5341 (Establishment of Dietary Guidelines)
7 C.F.R. § 210.10 (School Lunch Program Regulations)
7 C.F.R. § 220.8 (School Breakfast Program Regulations)

Local Resources: Minnesota Department of Education, www.education.state.mn.us
Minnesota Department of Health, www.health.state.mn.us
County Health Departments
Action for Healthy Kids Minnesota, www.actionforhealthykids.org and
www.actionforhealthykids.org/filelib/toolsforteachers/recom/MNHealthy%20Kids%20Kids%208-2004.pdf