

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
MEETING PACKET**

May 12, 2025

Independent School District No. 624

MISSION STATEMENT

The mission of the White Bear Lake Area School District, the community at the forefront of educational excellence, honoring our legacy and courageously building the future, is to ensure each student realizes their unique talents and abilities, and makes meaningful contributions with local and global impact through a vital system distinguished by:

- *Students who design and create their own future*
- *A culture that respects diverse people and ideas*
- *Safe, nurturing and inspiring experiences*
- *Exceptional staff and families committed to student success*
- *Abundant and engaged community partners*

A. PROCEDURAL ITEMS

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

To: Members of the School Board

From: Dr. Wayne Kazmierczak
Superintendent of Schools

Date: May 7, 2025

A meeting of the White Bear Lake Area School Board will be held on **Monday, May 12, 2025** at 5:30 p.m. in Room 200 at the District Service Center at Sunrise Park, 2399 Cedar Avenue, White Bear Lake, MN. This meeting is open to the public.

AGENDA

A. PROCEDURAL ITEMS

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

B. PUBLIC FORUM

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

1. Speakers must reside in the District, be a guardian of a student(s) in the District, be a student in the District or be employed by the District. The School Board will give priority to individuals who wish to address a specific item that is on the agenda for that meeting. After this priority has been applied, any remaining openings to speak - up to the total of ten individuals - will be determined by lot.
2. Public Forum will be open for up to 30 minutes. (3 minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic). Speakers are encouraged to avoid repeating comments that other speakers have made.
3. Those who wish to address the School Board must submit a written request to speak before 3:00 pm on the day of the School Board meeting. Requests must be submitted to the following email address: publiccomment@isd624.org, or by phone at 651-407-7563.

4. The School Board Chair will call speakers to the microphone and will recognize one speaker at a time. Speakers must be in person to be recognized. Only those individuals who have been recognized by the School Board Chair will be allowed to speak during the public comment period.
5. School District policy and data privacy laws preclude the School Board from publicly discussing personnel and student matters or data, including information, which, if discussed in a public meeting could violate law or policy.
6. Members of the public may not engage in conduct that materially and substantially disrupts any part of a School Board meeting, or that otherwise impedes the School Board's ability to conduct its business in an orderly and efficient fashion.
7. If a speaker violates any of the established procedures or engages in any prohibited conduct, the Board Chair will rule the speaker out of order.
8. An appropriate school district official may be assigned to contact the speaker with answers to their questions or with follow-up information.
9. A handout on the purpose of the Public Forum and the process is available at each regular School Board meeting.
10. Citizens may be asked to address the School Board on a particular subject during the discussion of that item.

C. INFORMATION ITEMS

1. Student Recognition
2. Recognition of Student Liaisons to the School Board
3. Superintendent's Report

D. DISCUSSION ITEMS

1. Graduation Rate and Student Attendance Update
2. First Reading of School Board Policies:
 - a. 702, Accounting;
 - b. 720, Vending Machines;
 - c. 729, Minnesota Post-Issuance Debt Compliance; and
 - d. 732, Credit Card Usage.The policies listed above will be on the June 9, 2025 agenda or subsequent agenda for a second reading.

E. OPERATIONAL ITEMS

1. Action on Student Transportation Vendor Proposal
2. Action on School Board Policies:
 - a. 413, Harassment and Violence;
 - b. 512, School-Sponsored Student Publications and Activities;
 - c. 706, Acceptance of Gifts;

- d. 710, Extracurricular Transportation;
- e. 711, Video Recording on School Buses;
- f. 712, Video Surveillance Other Than on Buses; and
- g. 721, Uniform Grant Guidance Policy Regarding Federal Revenue Sources.

F. BOARD FORUM

G. LABOR NEGOTIATIONS*

H. ADJOURNMENT

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

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **May 12, 2025**
SUGGESTED DISPOSITION: **Action Items**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

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

Consent Agenda

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

RECOMMENDED ACTION:

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

AGENDA ITEM: **School Board Minutes**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Action Item**

CONTACT PERSON(S): **School Board Clerk**

BACKGROUND:

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

RECOMMENDED ACTION:

Approve minutes.

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

A meeting of the White Bear Lake Area School Board was held on **Monday, April 14, 2025** at 5:30 p.m. in Boardroom 200 at the Sunrise Park District Service Center, 2399 Cedar Avenue, White Bear Lake, MN. This meeting was open to the public and a recording is posted on the website.

AGENDA

A. PROCEDURAL ITEMS

1. Chair Arcand called the meeting to order at 5:30 p.m.
2. Roll Call - Present: Ellison, Skaar, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Absent: none.
Ex-Officio: Dr. Wayne Kazmierczak.
3. Pledge of Allegiance.
4. Ellison moved and Streiff Oji seconded to approve the agenda as presented.
Voice vote: Ayes, Ellison, Skaar, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays, none. Motion carried.
Skaar moved that the public forum portion of the meeting be live streamed. There was no second.
Skaar moved that the public forum portion of the meeting be changed from thirty minutes to forty-five minutes. There was no second.
Skaar moved that an agenda item be added to the discussion portion of the meeting in regards to Executive Order 14201. There was no second.
Skaar began to make a comment.
Ellison made a point of order that the motion failed for lack of a second and the board is required to move on to the next approved agenda item, A-5.
5. Daniels moved and Thompson seconded to approve the consent agenda consisting of:
 - a) Minutes for Board meetings on March 3, 2025, and March 24, 2025;
 - b) Monthly Invoices, all of which met the standards and guidelines as set by the School Board;
 - c) Resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - d) Field trips;
 - e) Resolution regarding personnel items.***Roll call vote: Ayes, Ellison, Skaar, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays, none. Motion carried.***

B. PUBLIC FORUM - Teresa Schwankl, Tiffany Dittrich, Tim Klecker, Lori Humble

C. INFORMATION ITEMS

1. Student Recognition - Students who participated in state and national competitions in One Act Play, Boys Swim and Dive, Boys Hockey, and Girls Basketball were recognized and congratulated.
2. Superintendent's Report - Dr. Kazmierczak highlighted several recent achievements and upcoming events in the White Bear Lake Area School District; the Middle School Musical, *Beetlejuice Jr.*, the Willow Lane Donatelli's Takeover, Coffee with Dr. K, the Exemplary Secondary Program of the Year award received by WBLAHS Automotive Career Pathway and Derek Doescher, and Erika Florczak's National Board Certification.

D. DISCUSSION ITEMS

1. First Reading of School Board Policies: a) 413, Harassment and Violence; b) 512, School-Sponsored Student Publications and Activities; c) 706, Acceptance of Gifts; d) 710, Extracurricular Transportation; e) 711, Video Recording on School Buses; and f) 712, Video Surveillance Other Than on Buses. The policies listed above will be on the May 12, 2025 agenda or subsequent agenda for a second reading.

E. OPERATIONAL ITEMS

1. Ellison moved and Beloyed seconded to approve the action on Bid for White Bear Lake Area High School Roof Replacement Project in the amount of \$353,400. **Roll call vote: Ayes, Ellison, Skaar, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays, none. Motion carried.**
2. Ellison moved and Daniels seconded to approve the action on Resolution Proposing Placement of Continuing Contract Teacher on Unrequested Leave of Absence. **Voice vote: Ayes, Ellison, Skaar, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays, none. Motion carried.**
3. Skaar moved and Beloyed seconded to approve the action on Resolution for Acceptance of Glasrud Grants in the amount of \$28,184.67. **Roll call vote: Ayes, Ellison, Skaar, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays, none. Motion carried.**
4. Thompson moved and Streiff Oji seconded to approve the action on School Board Policies: a) 420, Students and Employees with Communicable or Infectious Diseases; b) 427, Workload Limits for Certain Special Education Teachers; c) 508, Extended School Year for Certain Students With Individualized Education Programs; d) 533, Wellness; e) 701, Establishment and Adoption of School District Budget; and f) 704, Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System. **Voice vote: Ayes, Ellison, Skaar, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays, none. Motion carried.**

F. BOARD FORUM

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

Thompson moved and Beloyed seconded to go into closed session at 6:26 p.m. **Voice vote: Ayes, Ellison, Skaar, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays, none. Motion carried.**

Ellison moved and Beloyed seconded to go into open session at 7:01 p.m. **Voice vote: Ayes, Ellison, Skaar, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays, none. Motion carried.**

G. ADJOURNMENT Ellison moved and Daniels seconded to adjourn the meeting at 7:03 p.m. **Voice vote: Ayes, Ellison, Skaar, Streiff Oji, Thompson, Arcand, Beloyed, Daniels. Nays, none. Motion carried.**

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

A work session of the White Bear Lake Area School Board was held on **Monday, April 28, 2025** at 5:30 p.m. in Boardroom 200 at the District Service Center at Sunrise Park, 2399 Cedar Avenue, White Bear Lake, MN. This meeting was open to the public and a recording is posted on the website.

AGENDA

A. PROCEDURAL ITEMS

1. Call to Order - Chair Arcand called the meeting to order at 5:32 p.m.
2. Roll Call - Present: Skaar, Thompson, Arcand, Beloyed, Daniels, Ellison.
Absent: Streiff Oji.

B. DISCUSSION ITEMS

1. Otter Lake Elementary Update
2. Vadnais Heights Elementary Update
3. Career Pathways Update

C. ADJOURNMENT - Ellison moved and Thompson seconded to adjourn the meeting at 7:18 p.m. ***Voice vote: Ayes, Skaar, Thompson, Arcand, Beloyed, Daniels, Ellison. Nays, none. Motion carried.***

Submitted by: Kathleen Daniels, clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Action Item**

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

BACKGROUND:

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

RECOMMENDED ACTION:

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

White Bear Lake Area Schools
Electronic Transfers - April 2025

		<u>4/15/2025</u>	<u>4/30/2025</u>
Direct Deposit	900736094 - 900737604	2,461,067.91	
Direct Deposit	900737605 - 900739114		2,464,000.15

Check Number	Vendor	Amount	Check Date	Check Type
133429	NELSON, JUDITH	(\$70.00)	4/23/2025	V
144549	TECHNOLOGY RECOVERY GROUP, LTD	(\$436.10)	4/23/2025	V
144789	TECHNOLOGY RECOVERY GROUP, LTD	(\$838.28)	4/23/2025	V
144882	COWAN, MICHAEL	(\$99.00)	4/14/2025	V
145109	CITY OF WHITE BEAR LAKE	(\$3,739.06)	4/23/2025	V
145113	CONTINUING ED OPTIONS LLC	(\$495.00)	4/23/2025	V
145134	GIA PUBLICATIONS INC	(\$40.00)	4/23/2025	V
146042	TEMSPEC INC	(\$1,246.82)	4/23/2025	V
146225	DS ERICKSON & ASSOC PLLC	\$592.19	4/2/2025	R
146226	GURSTEL CHARGO ATTORNEYS AT LAW	\$379.24	4/2/2025	R
146227	MESSERLI & KRAMER PA	\$428.26	4/2/2025	R
146228	GREATER TWIN CITIES UNITED WAY	\$10.00	4/2/2025	R
146229	IUOE LOCAL 70	\$1,493.75	4/2/2025	R
146230	MINNESOTA TEAMSTERS NO. 320	\$657.50	4/2/2025	R
146231	RAUSCH STURM	\$822.12	4/2/2025	R
146232	SCHOOL SERVICE EMPLOYEES	\$8,466.94	4/2/2025	R
146233	WBL AREA EDUCATIONAL FOUNDATION	\$508.40	4/2/2025	R
146234	ADAMS, CHRISTINA	\$40.00	4/9/2025	R
146235	ADS ON BOARDS LLC	\$500.00	4/9/2025	R
146236	AG PARTS LTD	\$268.00	4/9/2025	R
146237	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146238	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146239	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146240	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146241	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146242	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146243	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146244	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146245	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146246	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146247	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146248	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146249	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146250	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146251	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146252	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146253	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146254	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146255	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146256	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146257	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146258	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146259	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146260	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146261	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146262	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146263	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C

146264	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146265	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146266	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146267	AMAZON CAPITAL SERVICES	\$0.00	4/9/2025	C
146268	AMAZON CAPITAL SERVICES	\$15,695.42	4/9/2025	R
146269	ART SPARK LLC	\$8,496.00	4/9/2025	R
146270	ASSOC OF RECOVERY SCHOOLS	\$300.00	4/9/2025	R
146271	BIDDLE, JUDITH L.	\$100.00	4/9/2025	R
146272	BIG MEDIA PRINTING	\$104.00	4/9/2025	R
146273	BINMAN, DEBRA	\$28.00	4/9/2025	R
146274	BREWINSKI, ERICA	\$1,225.00	4/9/2025	R
146275	BSN SPORTS, LLC	\$2,936.60	4/9/2025	R
146276	SCHU COMPANIES	\$9,115.00	4/9/2025	R
146277	CAPITAL ONE TRADE CREDIT	\$399.99	4/9/2025	R
146278	CAPITAL ONE TRADE CREDIT	\$0.00	4/9/2025	C
146279	CAPITAL ONE TRADE CREDIT	\$0.00	4/9/2025	C
146280	CAPITAL ONE TRADE CREDIT	\$961.77	4/9/2025	R
146281	CARDINAL, KATHLEEN T.	\$64.60	4/9/2025	R
146282	CENTURY COLLEGE	\$9,000.00	4/9/2025	R
146283	CENTURY COLLEGE	\$24,000.00	4/9/2025	R
146284	CHARGEPOINT, INC	\$2,861.10	4/9/2025	R
146285	CHERRY FUNDRAISING SERVICE	\$2,027.23	4/9/2025	R
146286	CHILDREN'S THEATER COMPANY	\$581.00	4/9/2025	R
146287	CHIPMAN, JESSICA	\$588.00	4/9/2025	R
146288	CHRISTENSON, JULIE	\$85.00	4/9/2025	R
146289	CINTAS CORP	\$375.05	4/9/2025	R
146290	CITY OF WHITE BEAR LAKE	\$0.00	4/9/2025	C
146291	CITY OF WHITE BEAR LAKE	\$3,772.56	4/9/2025	R
146292	CLEAN IMAGE	\$394.20	4/9/2025	R
146293	CONSTANTINE DANCE CLASSES	\$374.40	4/9/2025	R
146294	CONTINENTAL CLAY CO	\$224.00	4/9/2025	R
146295	COVER ONE INC	\$53.00	4/9/2025	R
146296	DAIKIN APPLIED	\$686.25	4/9/2025	R
146297	DANSKY, JEFFREY C.	\$178.00	4/9/2025	R
146298	DATA RECOGNITION CORPORATION	\$367.16	4/9/2025	R
146299	DEJARLAIS, MARILYN	\$25.08	4/9/2025	R
146300	DEMCO INC	\$396.95	4/9/2025	R
146301	DOOR SERVICE MIDWEST A DIVISION OF BREDEMUS H	\$981.37	4/9/2025	R
146302	FINNEGAN, CHRISTINA	\$204.00	4/9/2025	R
146303	FISCHER, THOMAS	\$200.00	4/9/2025	R
146304	FRANZ, ANNE	\$37.97	4/9/2025	R
146305	CENTRAL NETWORK RETAIL GROUP	\$173.39	4/9/2025	R
146306	GARVEY, PATRICIA	\$97.75	4/9/2025	R
146307	GEBEKE, JILL	\$100.00	4/9/2025	R
146308	GENERAL PARTS LLC	\$4,782.01	4/9/2025	R
146309	GROUP MEDICAREBLUE RX	\$12,025.00	4/9/2025	R
146310	HEALTHPARTNERS	\$99,323.21	4/9/2025	R
146311	HER, ALEXANDER C.	\$85.00	4/9/2025	R
146312	HILLYARD INC MINNEAPOLIS	\$154.83	4/9/2025	R

146313 HOME DEPOT CREDIT SERVICES	\$1,447.76	4/9/2025 R
146314 HUBERT COMPANY	\$831.28	4/9/2025 R
146315 IMAGE BUILDERS	\$3,308.18	4/9/2025 R
146316 IMPERIAL DADE	\$0.00	4/9/2025 C
146317 IMPERIAL DADE	\$0.00	4/9/2025 C
146318 IMPERIAL DADE	\$0.00	4/9/2025 C
146319 IMPERIAL DADE	\$0.00	4/9/2025 C
146320 IMPERIAL DADE	\$0.00	4/9/2025 C
146321 IMPERIAL DADE	\$35,041.42	4/9/2025 R
146322 INSTRUMENTALIST AWARDS	\$643.00	4/9/2025 R
146323 JANSEN, GLORIA K.	\$100.00	4/9/2025 R
146324 JENSEN, ETOILE W.	\$55.20	4/9/2025 R
146325 JOHN DEERE FINANCIAL	\$167.97	4/9/2025 R
146326 JOSTENS INC	\$68.00	4/9/2025 R
146327 JR'S ADVANCED RECYCLERS	\$90.00	4/9/2025 R
146328 JUNIOR ACHIEVEMENT	\$615.00	4/9/2025 R
146329 JX EVENT SERVICES LLC	\$4,000.00	4/9/2025 R
146330 KF INDUSTRIES LLC	\$160.00	4/9/2025 R
146331 KROMER, STEPHANIE	\$241.94	4/9/2025 R
146332 LANGUAGE SPROUT LLC	\$10,350.00	4/9/2025 R
146333 LARSON, BJORN E.	\$200.00	4/9/2025 R
146334 LUNDGREN, JOANNE M.	\$45.05	4/9/2025 R
146335 MAHTOMEDI COMMUNITY EDUCATION	\$66.00	4/9/2025 R
146336 MCBRIDE, STACIE R.	\$153.88	4/9/2025 R
146337 MCNAUGHTON, NATE	\$67.00	4/9/2025 R
146338 MIDWEST FAST PITCH UMPIRE ASSOC	\$602.00	4/9/2025 R
146339 MINI KIX INC	\$7,856.00	4/9/2025 R
146340 MINNEAPOLIS INSTITUTE OF ARTS	\$192.00	4/9/2025 R
146341 MINNESOTA STATE ACADEMIES	\$1,000.00	4/9/2025 R
146342 MN ASSOC OF IB WORLD SCHOOLS	\$2,250.00	4/9/2025 R
146343 MN CHILD CARE HEALTH CONSULTANTS	\$275.00	4/9/2025 R
146344 MN ZOO	\$666.00	4/9/2025 R
146345 MONKEY WRENCH PRODUCTION REPAIR LLC	\$115.50	4/9/2025 R
146346 MTI ENTERPRISES INC	\$5,810.00	4/9/2025 R
146347 MUMBLEAU, JANE L.	\$100.00	4/9/2025 R
146348 MUMBLEAU, RICHARD T.	\$200.00	4/9/2025 R
146349 MWASSA, NAMBI N.	\$85.00	4/9/2025 R
146350 NAPA AUTO PARTS	\$6.20	4/9/2025 R
146351 NENA'S DESIGN	\$850.00	4/9/2025 R
146352 NORTH CENTRAL TRUCK EQUIPMENT	\$0.00	4/9/2025 C
146353 NORTH CENTRAL TRUCK EQUIPMENT	\$2,311.67	4/9/2025 R
146354 NOVAK, JANICE S.	\$40.00	4/9/2025 R
146355 ORKIN INC	\$464.65	4/9/2025 R
146356 OUTFRONT MN COMM SERVICES	\$390.00	4/9/2025 R
146357 PARR SMESTAD, ELIZABETH	\$100.00	4/9/2025 R
146358 PARTS TOWN, LLC	\$47.00	4/9/2025 R
146359 PAULSON, MICHAEL J.	\$40.00	4/9/2025 R
146360 PERSOON, JOHN	\$200.00	4/9/2025 R
146361 PETERSON-SCHURKE, CHERYL E.	\$840.00	4/9/2025 R

146362	PETRIK, JESSICA S.	\$85.00	4/9/2025	R
146363	PIONEER MANUFACTURING CO	\$2,064.86	4/9/2025	R
146364	PRESS PUBLICATIONS	\$457.90	4/9/2025	R
146365	PROFORMA	\$0.00	4/9/2025	C
146366	PROFORMA	\$3,359.56	4/9/2025	R
146367	RAMSEY COUNTY ENVIRONMENTAL HEALTH DIVISION	\$0.00	4/9/2025	C
146368	RAMSEY COUNTY ENVIRONMENTAL HEALTH DIVISION	\$0.00	4/9/2025	C
146369	RAMSEY COUNTY ENVIRONMENTAL HEALTH DIVISION	\$1,317.53	4/9/2025	R
146370	RAMSEY COUNTY	\$6,205.00	4/9/2025	R
146371	RED BALLOON BOOKSHOP	\$83.93	4/9/2025	R
146372	REPUBLIC SERVICES #894	\$519.43	4/9/2025	R
146373	ROETTGER, DEBRA	\$102.85	4/9/2025	R
146374	ROETTGER, DORIS	\$75.44	4/9/2025	R
146375	SANITY SOLUTIONS, INC.	\$17,915.32	4/9/2025	R
146376	SCHMID, RITA	\$36.55	4/9/2025	R
146377	SEGER, RITA	\$56.00	4/9/2025	R
146378	SHERMAN, JULIE	\$648.00	4/9/2025	R
146379	SMITH, KATY	\$750.00	4/9/2025	R
146380	STIMULUS ATHLETIC LLC	\$1,153.00	4/9/2025	R
146381	STOLTZ, STEVEN J.	\$50.00	4/9/2025	R
146382	SWEETLIFE LANE, LLC	\$110.36	4/9/2025	R
146383	T-MOBILE	\$780.00	4/9/2025	R
146384	THE LINCOLN NATIONAL LIFE INSURANCE COMPANY	\$54,910.64	4/9/2025	R
146385	THE MINDFULNESS MOVEMENT	\$480.00	4/9/2025	R
146386	TWIN CITIES TRANSPORT & RECOVERY INC	\$750.00	4/9/2025	R
146387	TWIN CITIES DOTS AND POP, LLC	\$264.00	4/9/2025	R
146388	UKPOKOLO, ANITA I.	\$170.00	4/9/2025	R
146389	VIKING ELECTRIC SUPPLY	\$0.00	4/9/2025	C
146390	VIKING ELECTRIC SUPPLY	\$2,994.79	4/9/2025	R
146391	VITAMINK12, LLC	\$520.00	4/9/2025	R
146392	VLASIN, DAWN	\$52.80	4/9/2025	R
146393	WARREN, MICHELE	\$58.40	4/9/2025	R
146394	WHITE BEAR MONTESSORI	\$432.95	4/9/2025	R
146395	WHITE BEAR TOWNSHIP	\$87.54	4/9/2025	R
146396	WINNICK SUPPLY	\$154.33	4/9/2025	R
146397	WOLD ARCHITECTS AND ENGINEERS	\$0.00	4/9/2025	C
146398	WOLD ARCHITECTS AND ENGINEERS	\$108,536.46	4/9/2025	R
146399	WORLD'S FINEST CHOCOLATE INC	\$19,290.00	4/9/2025	R
146400	YOUNG REMBRANDTS - ARTEDUTC	\$658.00	4/9/2025	R
146401	ZEN EDUCATE INC.	\$952.25	4/9/2025	R
146402	QUADIENT FINANCE USA INC	\$1,161.66	4/11/2025	R
146403	COWAN, MICHAEL	\$99.00	4/14/2025	R
146404	ACT INC	\$8,858.00	4/16/2025	R
146405	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146406	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146407	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146408	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146409	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146410	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C

146411	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146412	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146413	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146414	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146415	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146416	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146417	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146418	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146419	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146420	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146421	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146422	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146423	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146424	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146425	AMAZON CAPITAL SERVICES	\$0.00	4/16/2025	C
146426	AMAZON CAPITAL SERVICES	\$10,537.21	4/16/2025	R
146427	AMERICAN MESSAGING SERVICES	\$67.24	4/16/2025	R
146428	ANOKA HIGH SCHOOL	\$225.00	4/16/2025	R
146429	ASL INTERPRETING SERVICES INC	\$143.00	4/16/2025	R
146430	BC SOLUTIONS	\$421.27	4/16/2025	R
146431	BELLA VIDA CATERING	\$2,000.00	4/16/2025	R
146432	BESTER BROS TRANSFER & MOVING	\$45,510.00	4/16/2025	R
146433	BIDDLE, JUDITH L.	\$100.00	4/16/2025	R
146434	BIDDLE, RICK	\$200.00	4/16/2025	R
146435	BOLDT, JAMES R.	\$100.00	4/16/2025	R
146436	BOLDT, MARY C.	\$100.00	4/16/2025	R
146437	BOOSHIE INC	\$1,147.18	4/16/2025	R
146438	BRAHAM AREA HIGH SCHOOL	\$200.00	4/16/2025	R
146439	BREWINSKI, ERICA	\$962.50	4/16/2025	R
146440	BROSH, NATALIE	\$1,330.00	4/16/2025	R
146441	BSN SPORTS, LLC	\$0.00	4/16/2025	C
146442	BSN SPORTS, LLC	\$0.00	4/16/2025	C
146443	BSN SPORTS, LLC	\$22,878.54	4/16/2025	R
146444	BURGRAFF, HALEY	\$221.00	4/16/2025	R
146445	CHEYNE, ROGER A.	\$95.00	4/16/2025	R
146446	CINTAS CORP	\$321.02	4/16/2025	R
146447	CITY OF WHITE BEAR LAKE	\$5,958.83	4/16/2025	R
146448	CONTINENTAL CLAY CO	\$335.72	4/16/2025	R
146449	COON RAPIDS HIGH SCHOOL	\$300.00	4/16/2025	R
146450	CUB FOODS OF WHITE BEAR TWSHP	\$0.00	4/16/2025	C
146451	CUB FOODS OF WHITE BEAR TWSHP	\$0.00	4/16/2025	C
146452	CUB FOODS OF WHITE BEAR TWSHP	\$0.00	4/16/2025	C
146453	CUB FOODS OF WHITE BEAR TWSHP	\$0.00	4/16/2025	C
146454	CUB FOODS OF WHITE BEAR TWSHP	\$251.20	4/16/2025	R
146455	CUMMINS SALES AND SERVICE	\$778.20	4/16/2025	R
146456	DANUS DESIGN STUDIO	\$300.00	4/16/2025	R
146457	DASH SPORTS LLC	\$2,028.00	4/16/2025	R
146458	DATA RECOGNITION CORPORATION	\$290.51	4/16/2025	R
146459	DELL MARKETING LP	\$1,109.66	4/16/2025	R

146460	DEMCO INC	\$89.67	4/16/2025	R
146461	DOOR SERVICE MIDWEST A DIVISION OF BREDEMUS H	\$1,800.70	4/16/2025	R
146462	EARL F ANDERSEN INC	\$188.30	4/16/2025	R
146463	FARMER, RAEGAN S.	\$72.00	4/16/2025	R
146464	FESTIVAL FOODS-KNOWLAN'S	\$281.95	4/16/2025	R
146465	FIDELITY SECURITY LIFE INSURANCE CO	\$5,584.43	4/16/2025	R
146466	FIRST BOOK	\$471.06	4/16/2025	R
146467	FISCHER, THOMAS	\$200.00	4/16/2025	R
146468	FLOWERS, CHRIS	\$70.00	4/16/2025	R
146469	CENTRAL NETWORK RETAIL GROUP	\$93.25	4/16/2025	R
146470	GEBEKE, JILL	\$100.00	4/16/2025	R
146471	GREATAMERICA FINANCIAL SERVICES	\$349.85	4/16/2025	R
146472	HAPPY TEE'S	\$293.00	4/16/2025	R
146473	HOULE, THOMAS A.	\$95.00	4/16/2025	R
146474	HUDSON HIGH SCHOOL	\$260.00	4/16/2025	R
146475	IMPERIAL DADE	\$0.00	4/16/2025	C
146476	IMPERIAL DADE	\$0.00	4/16/2025	C
146477	IMPERIAL DADE	\$0.00	4/16/2025	C
146478	IMPERIAL DADE	\$0.00	4/16/2025	C
146479	IMPERIAL DADE	\$0.00	4/16/2025	C
146480	IMPERIAL DADE	\$0.00	4/16/2025	C
146481	IMPERIAL DADE	\$35,722.95	4/16/2025	R
146482	INGINA LLC	\$2,720.00	4/16/2025	R
146483	INTERMEDIATE DISTRICT 287	\$9,047.28	4/16/2025	R
146484	ISD #12 CENTENNIAL SCHOOLS	\$200.00	4/16/2025	R
146485	JOSTENS INC	\$0.00	4/16/2025	C
146486	JOSTENS INC	\$3,490.30	4/16/2025	R
146487	JUST KIDDING IMPROV	\$780.00	4/16/2025	R
146488	KIDCREATE STUDIO WDBY	\$2,030.00	4/16/2025	R
146489	LANGER'S TREE SERVICE	\$2,950.00	4/16/2025	R
146490	LARSON, BJORN E.	\$100.00	4/16/2025	R
146491	LONG, MARTY D.	\$200.00	4/16/2025	R
146492	LTG POWER EQUIPMENT	\$102.39	4/16/2025	R
146493	MAGIC MAN INC	\$3,000.00	4/16/2025	R
146494	MAYER ARTS, INC.	\$4,428.00	4/16/2025	R
146495	MAYERON, JACK	\$150.00	4/16/2025	R
146496	MN HISTORICAL SOCIETY	\$32,300.00	4/16/2025	R
146497	MOUNDS VIEW HIGH SCHOOL	\$150.00	4/16/2025	R
146498	MUMBLEAU, JANE L.	\$100.00	4/16/2025	R
146499	MUMBLEAU, RICHARD T.	\$200.00	4/16/2025	R
146500	MURPHY, VICTOR S.	\$81.00	4/16/2025	R
146501	NASHKE NATIVE GAMES	\$1,250.00	4/16/2025	R
146502	NEW DOMINION SCHOOL	\$11,036.40	4/16/2025	R
146503	NORTH CENTRAL TRUCK EQUIPMENT	\$245.43	4/16/2025	R
146504	NORTH COUNTRY AUTO BODY, INC	\$5,481.19	4/16/2025	R
146505	NORTHERN STAR COUNCIL, BOY SCOUTS OF AMERICA	\$495.00	4/16/2025	R
146506	PARR SMESTAD, ELIZABETH	\$100.00	4/16/2025	R
146507	PERSOON, JOHN	\$200.00	4/16/2025	R
146508	PHEASANTS FOREVER INC	\$1,500.00	4/16/2025	R

146509 PREMIER BIOTECH	\$180.75	4/16/2025 R
146510 PRESS PUBLICATIONS	\$1,592.04	4/16/2025 R
146511 PUMP & METER SERVICE INC	\$1,724.00	4/16/2025 R
146512 PURINTON, KEITH	\$95.00	4/16/2025 R
146513 PUSH PEDAL PULL	\$3,132.00	4/16/2025 R
146514 QUADIENT LEASING	\$948.84	4/16/2025 R
146515 QUADIENT LEASING	\$474.42	4/16/2025 R
146516 RIVER BOTTOM PRODUCTIONS	\$6,000.00	4/16/2025 R
146517 ROSEVILLE AREA HIGH SCHOOL	\$150.00	4/16/2025 R
146518 ST CROIX VALLEY ATHLETIC ASSOC	\$3,400.00	4/16/2025 R
146519 SMOLEY, CHAD	\$82.00	4/16/2025 R
146520 STOLTZ, STEVEN J.	\$100.00	4/16/2025 R
146521 SYNCHRONY BANK	\$43.90	4/16/2025 R
146522 TAMARACK NATURE CENTER	\$438.00	4/16/2025 R
146523 THE MINDFULNESS MOVEMENT	\$240.00	4/16/2025 R
146524 TOTALLY PROMOTIONAL	\$1,877.50	4/16/2025 R
146525 TWIN CITY HARDWARE COMPANY INC	\$97.11	4/16/2025 R
146526 UNITED JIU JITSU	\$2,200.00	4/16/2025 R
146527 VIKING ELECTRIC SUPPLY	\$1,181.52	4/16/2025 R
146528 WHITE BEAR CENTER FOR THE ARTS	\$6,375.00	4/16/2025 R
146529 WHITE BEAR LAKE ROTARY CLUB	\$160.00	4/16/2025 R
146530 WINNICK SUPPLY	\$430.96	4/16/2025 R
146531 WOLD ARCHITECTS AND ENGINEERS	\$660.00	4/16/2025 R
146532 WOODPECKERS CRAFTS	\$228.45	4/16/2025 R
146533 THE WORKS	\$980.00	4/16/2025 R
146534 DASH SPORTS LLC	\$650.00	4/16/2025 R
146535 DS ERICKSON & ASSOC PLLC	\$541.51	4/18/2025 R
146536 GREATER TWIN CITIES UNITED WAY	\$10.00	4/18/2025 R
146537 GURSTEL CHARGO ATTORNEYS AT LAW	\$349.64	4/18/2025 R
146538 IUOE LOCAL 70	\$1,521.25	4/18/2025 R
146539 MESSERLI & KRAMER PA	\$391.24	4/18/2025 R
146540 MINNESOTA TEAMSTERS NO. 320	\$690.00	4/18/2025 R
146541 RAUSCH STURM	\$822.12	4/18/2025 R
146542 SCHOOL SERVICE EMPLOYEES	\$7,749.50	4/18/2025 R
146543 WBL AREA EDUCATIONAL FOUNDATION	\$508.40	4/18/2025 R
146544 ABLENET INC	\$330.00	4/23/2025 R
146545 ACOUSTICS ASSOCIATES INC	\$15,557.20	4/23/2025 R
146546 ALLIED OIL & TIRE COMPANY	\$209.05	4/23/2025 R
146547 AMAZON CAPITAL SERVICES	\$0.00	4/23/2025 C
146548 AMAZON CAPITAL SERVICES	\$0.00	4/23/2025 C
146549 AMAZON CAPITAL SERVICES	\$0.00	4/23/2025 C
146550 AMAZON CAPITAL SERVICES	\$0.00	4/23/2025 C
146551 AMAZON CAPITAL SERVICES	\$0.00	4/23/2025 C
146552 AMAZON CAPITAL SERVICES	\$0.00	4/23/2025 C
146553 AMAZON CAPITAL SERVICES	\$0.00	4/23/2025 C
146554 AMAZON CAPITAL SERVICES	\$0.00	4/23/2025 C
146555 AMAZON CAPITAL SERVICES	\$0.00	4/23/2025 C
146556 AMAZON CAPITAL SERVICES	\$0.00	4/23/2025 C
146557 AMAZON CAPITAL SERVICES	\$4,313.12	4/23/2025 R

146558 ANOKA-HENNEPIN SCHOOL DISTRICT	\$75.00	4/23/2025	R
146559 APPLE INC.	\$658.00	4/23/2025	R
146560 KONSTANTIN VASYAKIN	\$1,900.00	4/23/2025	R
146561 ARVIG	\$1,972.21	4/23/2025	R
146562 BEER, NOAH	\$117.00	4/23/2025	R
146563 BEYNON SPORTS SURFACES INC	\$8,217.00	4/23/2025	R
146564 BIDDLE, JUDITH L.	\$50.00	4/23/2025	R
146565 THE BOELTER COMPANIES INC	\$315,631.23	4/23/2025	R
146566 BOLDT, JAMES R.	\$50.00	4/23/2025	R
146567 BOLDT, MARY C.	\$50.00	4/23/2025	R
146568 BOLITHO, CHERYL	\$71.00	4/23/2025	R
146569 BRUNNER, AARON PAUL	\$117.00	4/23/2025	R
146570 BSN SPORTS, LLC	\$0.00	4/23/2025	C
146571 BSN SPORTS, LLC	\$4,357.58	4/23/2025	R
146572 CALL4	\$432.09	4/23/2025	R
146573 CAPITAL ONE TRADE CREDIT	\$232.43	4/23/2025	R
146574 CASHSTAR	\$2,516.50	4/23/2025	R
146575 CE, LLC	\$867.00	4/23/2025	R
146576 CENTENNIAL BOYS HIGH SCHOOL GOLF CLUB	\$360.00	4/23/2025	R
146577 CENTRAL ROOFING COMPANY	\$9,078.34	4/23/2025	R
146578 CINTAS CORP	\$146.83	4/23/2025	R
146579 CITY OF WHITE BEAR LAKE	\$1,464.15	4/23/2025	R
146580 COMMERCIAL DRYWALL INC	\$42,681.87	4/23/2025	R
146581 COMSTOCK & SONS INC	\$1,445.00	4/23/2025	R
146582 ECKROTH MUSIC	\$0.00	4/23/2025	C
146583 ECKROTH MUSIC	\$0.00	4/23/2025	C
146584 ECKROTH MUSIC	\$9,207.06	4/23/2025	R
146585 ENVIROBATE INC	\$3,715.00	4/23/2025	R
146586 CENTRAL NETWORK RETAIL GROUP	\$131.42	4/23/2025	R
146587 GANYAW, SAMUEL M.	\$234.00	4/23/2025	R
146588 GEBEKE, JILL	\$50.00	4/23/2025	R
146589 GEBEKE, MICHAEL	\$200.00	4/23/2025	R
146590 HARDT, TRISTAN	\$105.00	4/23/2025	R
146591 HUBERT COMPANY	\$4,922.48	4/23/2025	R
146592 IMPERIAL DADE	\$0.00	4/23/2025	C
146593 IMPERIAL DADE	\$0.00	4/23/2025	C
146594 IMPERIAL DADE	\$11,542.32	4/23/2025	R
146595 INSTANT RETAIL SYSTEMS	\$200.00	4/23/2025	R
146596 JWOOD SPORTS FLOORING LLC	\$712.50	4/23/2025	R
146597 KIDCREATE STUDIO WDBY	\$532.00	4/23/2025	R
146598 LANGE-KELLY, ALEXIS	\$201.00	4/23/2025	R
146599 LARSON, BJORN E.	\$200.00	4/23/2025	R
146600 LEWANDOSKI, STEVE	\$81.00	4/23/2025	R
146601 LIFE TIME	\$76.00	4/23/2025	R
146602 LLOYD'S CONSTRUCTION SERVICES INC	\$62,342.90	4/23/2025	R
146603 MAERTENS-BRENNY CONSTRUCTION	\$122,371.97	4/23/2025	R
146604 MANNING, CAROL	\$30.00	4/23/2025	R
146605 MARCO TECHNOLOGIES LLC	\$1,392.76	4/23/2025	R
146606 MN ASSOC OF SECRETARIES TO THE PRINCIPALS	\$230.00	4/23/2025	R

146607	MAYERON, JACK	\$75.00	4/23/2025	R
146608	MCCORMICK, ED	\$50.00	4/23/2025	R
146609	MCNERTNEY, HOWARD	\$90.00	4/23/2025	R
146610	MIDWEST BUS PARTS INC	\$278.64	4/23/2025	R
146611	MINNEAPOLIS PUBLIC SCHOOLS	\$79.20	4/23/2025	R
146612	MN HISTORICAL SOCIETY	\$832.00	4/23/2025	R
146613	MN POLLUTION CONTROL AGENCY	\$25.00	4/23/2025	R
146614	MN ULTIMATE	\$2,090.00	4/23/2025	R
146615	MUMBLEAU, JANE L.	\$50.00	4/23/2025	R
146616	MUMBLEAU, RICHARD T.	\$50.00	4/23/2025	R
146617	MUSIC TOGETHER IN THE VALLEY	\$3,649.60	4/23/2025	R
146618	NORTH CENTRAL TRUCK EQUIPMENT	\$327.48	4/23/2025	R
146619	NORTH ROOTS LAWN AND LANDSCAPE	\$0.00	4/23/2025	C
146620	NORTH ROOTS LAWN AND LANDSCAPE	\$25,078.00	4/23/2025	R
146621	OLSON'S SEWER SERVICE, INC	\$445.00	4/23/2025	R
146622	PARR SMESTAD, ELIZABETH	\$50.00	4/23/2025	R
146623	PARTS TOWN, LLC	\$665.98	4/23/2025	R
146624	PERSOON, JOHN	\$100.00	4/23/2025	R
146625	PIONEER MFG CO	\$468.55	4/23/2025	R
146626	POWERS, JENNA E.	\$50.00	4/23/2025	R
146627	PROFORMA	\$142.52	4/23/2025	R
146628	RADAR CONSULTING LLC	\$2,750.00	4/23/2025	R
146629	READING & MATH, INC.	\$1,500.00	4/23/2025	R
146630	RIGHT-WAY CAULKING INC	\$15,679.75	4/23/2025	R
146631	RIPLEY, MATTHEW	\$117.00	4/23/2025	R
146632	ROMANS, STEPHEN C.	\$105.00	4/23/2025	R
146633	RTL CONSTRUCTION INC	\$11,094.19	4/23/2025	R
146634	RUMBLE ON THE RED LLC	\$250.00	4/23/2025	R
146635	SAFETY-KLEEN SYSTEMS INC	\$372.69	4/23/2025	R
146636	SANITY SOLUTIONS, INC.	\$27,051.64	4/23/2025	R
146637	SCHULTZ, PAUL	\$50.00	4/23/2025	R
146638	SCROCCA, JOSEPH E.	\$95.00	4/23/2025	R
146639	SENSORYRX	\$5,767.98	4/23/2025	R
146640	SHEBOYGAN NORTH	\$440.00	4/23/2025	R
146641	SCHOOL NUTRITION ASSOC (SNA)	\$2,437.50	4/23/2025	R
146642	SONUS INTERIORS INC	\$2,235.45	4/23/2025	R
146643	STOLTZ, STEVEN J.	\$50.00	4/23/2025	R
146644	STOTT, GARY	\$100.00	4/23/2025	R
146645	STRATEGIC STAFFING SOLUTIONS	\$23,539.65	4/23/2025	R
146646	SUMMIT FIRE PROTECTION	\$15,084.33	4/23/2025	R
146647	TEKTON CONSTRUCTION COMPANY	\$39,231.20	4/23/2025	R
146648	TGA OF EASTERN TWIN CITIES	\$1,215.00	4/23/2025	R
146649	THE WHITE BEAR LAKE VOLLEYBALL ASSOC	\$5,594.00	4/23/2025	R
146650	THORSTENSON, ROBIN	\$162.00	4/23/2025	R
146651	TIM'S CONSTRUCTION GROUP LLC	\$61,750.00	4/23/2025	R
146652	TORMACH INC	\$1,319.95	4/23/2025	R
146653	TRIMARK MARLINN LLC	\$14,489.65	4/23/2025	R
146654	TWIN CITY HARDWARE COMPANY INC	\$52,820.00	4/23/2025	R
146655	VALLEYFAIR GROUP SALES	\$2,024.00	4/23/2025	R

146656 VIKING ELECTRIC SUPPLY	\$186.32	4/23/2025	R
146657 WALTERS JOHN	\$95.00	4/23/2025	R
146658 WHITE BEAR LOCKSMITH INC	\$105.00	4/23/2025	R
146659 WHITE BEAR TOWNSHIP	\$11,599.55	4/23/2025	R
146660 WHITE BEAR LAKE ROTARY CLUB	\$160.00	4/23/2025	R
146661 WBLHS BOYS LACROSSE BOOSTER CLUB	\$1,242.00	4/23/2025	R
146662 WHITE BEAR LAKE ARCHERY CLUB INC	\$833.17	4/23/2025	R
146663 YMCA OF THE GREATER TWIN CITIES	\$72,263.12	4/23/2025	R
146664 ZIEGLER INC	\$17,500.00	4/23/2025	R
146665 CONTINUING ED OPTIONS LLC	\$495.00	4/23/2025	R
146665 CONTINUING ED OPTIONS LLC	(\$495.00)	4/23/2025	V
146666 TECHNOLOGY RECOVERY GROUP, LTD	\$1,274.38	4/23/2025	R
146667 CONTINUED COM LLC	\$495.00	4/23/2025	R
146668 JOHN FOLEY MASONRY INC	\$67,507.58	4/25/2025	R
146669 RIVERS, KELLY M.	\$70.00	4/25/2025	R
146670 ACT INC	\$27,477.00	4/30/2025	R
146671 AI TECHNOLOGIES LLC	\$7,246.17	4/30/2025	R
146672 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146673 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146674 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146675 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146676 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146677 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146678 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146679 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146680 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146681 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146682 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146683 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146684 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146685 AMAZON CAPITAL SERVICES	\$0.00	4/30/2025	C
146686 AMAZON CAPITAL SERVICES	\$12,580.97	4/30/2025	R
146687 AMPLIFY EDUCATION INC	\$0.00	4/30/2025	C
146688 AMPLIFY EDUCATION INC	\$76,558.70	4/30/2025	R
146689 AVANT ASSESSMENT LLC	\$2,076.90	4/30/2025	R
146690 BC SOLUTIONS	\$398.12	4/30/2025	R
146691 BEER, NOAH	\$190.00	4/30/2025	R
146692 BETTCHER, PAUL T.	\$95.00	4/30/2025	R
146693 BLUE CROSS / BLUE SHIELD OF MN	\$8,475.50	4/30/2025	R
146694 BOOSHIE INC	\$607.24	4/30/2025	R
146695 BREWINSKI, ERICA	\$682.50	4/30/2025	R
146696 BSN SPORTS, LLC	\$2,183.96	4/30/2025	R
146697 BYWATER BUSINESS SOLUTIONS LLC	\$553.00	4/30/2025	R
146698 CAMPBELL, BENTON	\$154.00	4/30/2025	R
146699 CAPOCASA, WILLIAM J.	\$81.00	4/30/2025	R
146700 CERNEY, JON	\$105.00	4/30/2025	R
146701 CHAPMAN, RONALD J. JR	\$81.00	4/30/2025	R
146702 CHILDREN'S THEATER COMPANY	\$1,162.00	4/30/2025	R
146703 CINTAS CORP	\$228.22	4/30/2025	R

146704 CITY OF VADNAIS HEIGHTS	\$3,014.27	4/30/2025 R
146705 CONSTANTINE DANCE CLASSES	\$1,286.40	4/30/2025 R
146706 CORNERSTONE OCCUPATIONAL HEALTH SPECIALISTS	\$0.00	4/30/2025 C
146707 CORNERSTONE OCCUPATIONAL HEALTH SPECIALISTS	\$0.00	4/30/2025 C
146708 CORNERSTONE OCCUPATIONAL HEALTH SPECIALISTS	\$600.00	4/30/2025 R
146709 CUB FOODS OF WHITE BEAR TWSHP	\$0.00	4/30/2025 C
146710 CUB FOODS OF WHITE BEAR TWSHP	\$183.81	4/30/2025 R
146711 CUMMINS SALES AND SERVICE	\$3,231.69	4/30/2025 R
146712 DANLEY, MEGAN J.	\$55.00	4/30/2025 R
146713 DEMCO INC	\$422.04	4/30/2025 R
146714 DV FLOORING LLC	\$617.00	4/30/2025 R
146715 EAST RIDGE BOYS GOLF BOOSTER CLUB	\$275.00	4/30/2025 R
146716 ECKROTH MUSIC	\$401.36	4/30/2025 R
146717 EDEN PRAIRIE HIGH SCHOOL	\$450.00	4/30/2025 R
146718 ENDURANCE PROMOTIONS LLC	\$154.00	4/30/2025 R
146719 EVANS, DANIEL M.	\$95.00	4/30/2025 R
146720 FARMER, RAEGAN S.	\$129.00	4/30/2025 R
146721 FEIGUM, DANIEL	\$105.00	4/30/2025 R
146722 FIRST BOOK	\$398.15	4/30/2025 R
146723 FOLLETT SCHOOL SOLUTIONS, LLC	\$124.49	4/30/2025 R
146724 FOREST LAKE HIGH SCHOOL	\$250.00	4/30/2025 R
146725 CENTRAL NETWORK RETAIL GROUP	\$224.87	4/30/2025 R
146726 FRONTRUNNER SCREEN PRINTING	\$29.00	4/30/2025 R
146727 GANNON, ANDREW	\$90.00	4/30/2025 R
146728 GREAT LAKES COCA COLA DIST LLC	\$664.41	4/30/2025 R
146729 HALO TRANSPORTATION	\$100,807.50	4/30/2025 R
146730 HEALTHPARTNERS	\$99,260.27	4/30/2025 R
146731 HUGO EQUIPMENT CO	\$160.39	4/30/2025 R
146732 IDEAL ENERGIES SOLAR LEASING LLC	\$10,936.80	4/30/2025 R
146733 IMPERIAL DADE	\$0.00	4/30/2025 C
146734 IMPERIAL DADE	\$8,294.05	4/30/2025 R
146735 JUNCO, WILLIAM	\$105.00	4/30/2025 R
146736 KAUFMAN, MICHAEL	\$105.00	4/30/2025 R
146737 KILEN, KIP R.	\$154.00	4/30/2025 R
146738 KINNARD, TREVOR	\$135.00	4/30/2025 R
146739 LANGUAGE LINE SERVICES	\$7,882.20	4/30/2025 R
146740 LEVERTY, ZACHARY	\$90.00	4/30/2025 R
146741 LINK, MAYA	\$108.00	4/30/2025 R
146742 LONG, MARTY D.	\$50.00	4/30/2025 R
146743 MARUDAS	\$2,075.00	4/30/2025 R
146744 MCNERTNEY, HOWARD	\$450.00	4/30/2025 R
146745 MEDTOX LABORATORIES	\$242.02	4/30/2025 R
146746 MEHSIKOMER, JASON	\$95.00	4/30/2025 R
146747 METROPOLITAN TRANSPORTATION NETWORK	\$200,907.78	4/30/2025 R
146748 MN DEPT OF REVENUE	\$126.00	4/30/2025 R
146749 THE MORRIS LEATHERMAN CO	\$15,000.00	4/30/2025 R
146750 MUSIC TOGETHER IN THE VALLEY	\$3,649.60	4/30/2025 R
146751 NCPERS GROUP LIFE INS	\$80.00	4/30/2025 R
146752 NICKELODEON UNIVERSE	\$850.00	4/30/2025 R

146753 NORTH CENTRAL TRUCK EQUIPMENT	\$0.00	4/30/2025	C
146754 NORTH CENTRAL TRUCK EQUIPMENT	\$843.97	4/30/2025	R
146755 ORCHID RESTAURANT	\$1,350.00	4/30/2025	R
146756 PIONEER MANUFACTURING CO	\$228.00	4/30/2025	R
146757 PRIESTER, JOHN	\$105.00	4/30/2025	R
146758 PRO-ED INC	\$55.00	4/30/2025	R
146759 RAMSEY COUNTY	\$25,242.50	4/30/2025	R
146760 RAMSEY COUNTY PARKS/REC DEPT	\$12,040.00	4/30/2025	R
146761 RITTER, DAVID	\$154.00	4/30/2025	R
146762 SCHNOBRICH AND STREIT, LLC	\$45.00	4/30/2025	R
146763 AARON HAGEBAK LLC	\$768.00	4/30/2025	R
146764 STEPHENS, DWIGHT	\$105.00	4/30/2025	R
146765 STILLWATER AREA HIGH SCHOOL	\$150.00	4/30/2025	R
146766 SULLIVAN, ELEANOR	\$440.00	4/30/2025	R
146767 T-MOBILE	\$752.35	4/30/2025	R
146768 TAMARACK NATURE CENTER	\$175.00	4/30/2025	R
146769 TEACHERS' CURRICULUM INSTITUTE	\$16,000.00	4/30/2025	R
146770 THE LINCOLN NATIONAL LIFE INSURANCE COMPANY	\$44,062.69	4/30/2025	R
146771 THE TESSMAN COMPANY	\$3,963.35	4/30/2025	R
146772 TIERNEY, MICHAEL P.	\$14.00	4/30/2025	R
146773 TRUE, ANDREW	\$95.00	4/30/2025	R
146774 TRUE NORTH CONSULTING GROUP	\$2,175.00	4/30/2025	R
146775 TWIN CITIES TRANSPORT & RECOVERY INC	\$250.00	4/30/2025	R
146776 VAN LUYK, LEONARD	\$61.00	4/30/2025	R
146777 VIKING ELECTRIC SUPPLY	\$175.10	4/30/2025	R
146778 WBL AREA EDUCATIONAL FOUNDATION	\$8,980.00	4/30/2025	R
146779 ZEN EDUCATE INC.	\$365.82	4/30/2025	R
9996889 XCEL ENERGY	\$57,341.28	4/11/2025	R
9996890 XCEL ENERGY	\$2,520.68	4/11/2025	R
9996891 XCEL ENERGY	\$255.43	4/11/2025	R
9996892 XCEL ENERGY	\$66.22	4/11/2025	R
9996893 XCEL ENERGY	\$71,883.08	4/11/2025	R
9996894 XCEL ENERGY	\$71,532.33	4/11/2025	R
9996895 XCEL ENERGY	\$34,872.88	4/11/2025	R
9996896 XCEL ENERGY	\$103.10	4/11/2025	R
9996897 XCEL ENERGY	\$2,237.49	4/11/2025	R
9996898 XCEL ENERGY	\$16.36	4/11/2025	R
9996899 XCEL ENERGY	\$867.27	4/11/2025	R
9996937 INTERNAL REVENUE SERVICE	\$0.00	4/21/2025	C
9996938 INTERNAL REVENUE SERVICE	\$0.00	4/21/2025	C
9996939 INTERNAL REVENUE SERVICE	\$0.00	4/21/2025	C
9996940 INTERNAL REVENUE SERVICE	\$0.00	4/21/2025	C
9996941 INTERNAL REVENUE SERVICE	\$0.00	4/21/2025	C
9996942 INTERNAL REVENUE SERVICE	\$0.00	4/21/2025	C
9996943 INTERNAL REVENUE SERVICE	\$818,955.90	4/21/2025	R
9996944 MN DEPT OF HUMAN SERVICES	\$3,876.96	4/21/2025	R
9996945 MN DEPT OF REVENUE	\$0.00	4/21/2025	C
9996946 MN DEPT OF REVENUE	\$129,828.21	4/21/2025	R
9996947 MN REVENUE	\$150.00	4/21/2025	R

9996948 MN STATE RETIREMENT	\$4,801.39	4/21/2025 R
9996949 PUBLIC EMP RETIREMENT ASSOC	\$0.00	4/21/2025 C
9996950 PUBLIC EMP RETIREMENT ASSOC	\$0.00	4/21/2025 C
9996951 PUBLIC EMP RETIREMENT ASSOC	\$155,512.41	4/21/2025 R
9996952 TEACHERS RETIREMENT ASSOC	\$0.00	4/21/2025 C
9996953 TEACHERS RETIREMENT ASSOC	\$0.00	4/21/2025 C
9996954 TEACHERS RETIREMENT ASSOC	\$433,437.96	4/21/2025 R
9996955 US OMNI & TSACG COMPLIANCE SERVICES, INC	\$0.00	4/21/2025 C
9996956 US OMNI & TSACG COMPLIANCE SERVICES, INC	\$0.00	4/21/2025 C
9996957 US OMNI & TSACG COMPLIANCE SERVICES, INC	\$0.00	4/21/2025 C
9996958 US OMNI & TSACG COMPLIANCE SERVICES, INC	\$204,588.73	4/21/2025 R
9996959 WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	\$38,612.42	4/21/2025 R
9996960 BENEFIT RESOURCE, INC	\$0.00	4/23/2025 C
9996961 BENEFIT RESOURCE, INC	\$141,781.35	4/23/2025 R
9996962 MN DEPT OF REVENUE	\$100.99	4/23/2025 R
9996968 BENEFIT RESOURCE, INC	\$0.00	4/30/2025 C
9996969 BENEFIT RESOURCE, INC	\$152,450.88	4/30/2025 R
9996970 AIG	\$3,950.95	4/30/2025 R
9996971 AIG BENEFIT	\$1,476.23	4/30/2025 R
9996972 AMERICAN FUNDS	\$47,310.80	4/30/2025 R
9996973 AMERICAN FUNDS BENEFIT	\$22,060.37	4/30/2025 R
9996974 AMERIPRISE FINANCIAL SERVICES	\$17,305.94	4/30/2025 R
9996975 AMERIPRISE FINANCIAL SERVICES BENEFIT	\$7,041.97	4/30/2025 R
9996976 AXA EQUITABLE	\$15,103.28	4/30/2025 R
9996977 AXA EQUITABLE BENEFIT	\$9,686.77	4/30/2025 R
9996978 EDUCATION MN ESI BILLING TRUST	\$19,284.23	4/30/2025 R
9996979 EDUCATION MN ESI BENEFIT	\$9,046.06	4/30/2025 R
9996980 INTERNAL REVENUE SERVICE	\$0.00	4/30/2025 C
9996981 INTERNAL REVENUE SERVICE	\$0.00	4/30/2025 C
9996982 INTERNAL REVENUE SERVICE	\$0.00	4/30/2025 C
9996983 INTERNAL REVENUE SERVICE	\$0.00	4/30/2025 C
9996984 INTERNAL REVENUE SERVICE	\$0.00	4/30/2025 C
9996985 INTERNAL REVENUE SERVICE	\$0.00	4/30/2025 C
9996986 INTERNAL REVENUE SERVICE	\$0.00	4/30/2025 C
9996987 INTERNAL REVENUE SERVICE	\$0.00	4/30/2025 C
9996988 INTERNAL REVENUE SERVICE	\$0.00	4/30/2025 C
9996989 INTERNAL REVENUE SERVICE	\$0.00	4/30/2025 C
9996990 INTERNAL REVENUE SERVICE	\$826,122.29	4/30/2025 R
9996991 METROPOLITAN LIFE	\$1,218.77	4/30/2025 R
9996992 METROPOLITAN LIFE BENEFIT	\$970.08	4/30/2025 R
9996993 MN DEPT OF HUMAN SERVICES	\$4,304.96	4/30/2025 R
9996994 MN DEPT OF REVENUE	\$0.00	4/30/2025 C
9996995 MN DEPT OF REVENUE	\$0.00	4/30/2025 C
9996996 MN DEPT OF REVENUE	\$130,968.64	4/30/2025 R
9996997 MN REVENUE	\$1,225.09	4/30/2025 R
9996998 MN STATE RETIREMENT	\$4,801.39	4/30/2025 R
9996999 PCS RETIREMENT - ASPIRE FINANCIAL SERVICES	\$3,395.09	4/30/2025 R
9997000 PCS RETIREMENT - ASPIRE BENEFIT	\$1,728.85	4/30/2025 R
9997001 PUBLIC EMP RETIREMENT ASSOC	\$0.00	4/30/2025 C

9997002 PUBLIC EMP RETIREMENT ASSOC	\$154,444.71	4/30/2025 R
9997003 TEACHERS RETIREMENT ASSOC	\$0.00	4/30/2025 C
9997004 TEACHERS RETIREMENT ASSOC	\$436,204.46	4/30/2025 R
9997005 VANGUARD SMALL BUSINESS SERVICES BENEFIT	\$10,159.16	4/30/2025 R
9997006 VANGUARD SMALL BUSINESS SERVICES	\$34,714.14	4/30/2025 R
9997007 WHITE BEAR LAKE TEACHERS ASSOC (WIRE)	\$38,612.42	4/30/2025 R
242501367 CARNEY, AMY S.	(\$657.83)	4/25/2025 V
242502413 WEST MUSIC COMPANY	(\$408.48)	4/1/2025 V
242502526 RIVERS, KELLY M.	(\$70.00)	4/15/2025 V
242502781 ACCLAIM SERVICES INC	\$2,155.00	4/9/2025 A
242502782 ACME TOOLS	\$0.00	4/9/2025 C
242502783 ACME TOOLS	\$18,770.39	4/9/2025 A
242502784 ANDERSON, JON C.	\$65.00	4/9/2025 A
242502785 AVS COMPANIES	\$349.65	4/9/2025 A
242502786 BATTERIES PLUS BULBS	\$32.99	4/9/2025 A
242502787 BERTELSEN, STACY A.	\$114.35	4/9/2025 A
242502788 BRAUN INTERTEC CORPORATION	\$1,622.50	4/9/2025 A
242502789 BRIGHTSTAR CARE OF ST PAUL	\$3,375.00	4/9/2025 A
242502790 BUTTERS-LEVAHN, REBECCA J.	\$18.62	4/9/2025 A
242502791 CAVERZAGIE, BRIANNA	\$102.80	4/9/2025 A
242502792 CDW GOVERNMENT INC	\$2,403.34	4/9/2025 A
242502793 COMMERCIAL KITCHEN SERVICES	\$431.25	4/9/2025 A
242502794 CONTINENTAL RESEARCH CORP	\$1,883.02	4/9/2025 A
242502795 CRAFT, PATRICIA S.	\$40.80	4/9/2025 A
242502796 CULINEX	\$767.32	4/9/2025 A
242502797 CUSTOM REFRIGERATION	\$1,419.78	4/9/2025 A
242502798 DANIELS, KATHLEEN S.	\$254.06	4/9/2025 A
242502799 DEEN, DENISE T.	\$110.95	4/9/2025 A
242502800 DERVIE, JOSEPH J.	\$65.00	4/9/2025 A
242502801 DESJARDINS, RUTH E.	\$28.00	4/9/2025 A
242502802 DOUGLAS, SANDRA L.	\$400.00	4/9/2025 A
242502803 DEFINITIVE TECHNOLOGY SOLUTIONS	\$38.50	4/9/2025 A
242502804 ENGWER, JILL M.	\$82.99	4/9/2025 A
242502805 FEITL, ANN	\$48.28	4/9/2025 A
242502806 FROST, MEGAN A.	\$25.98	4/9/2025 A
242502807 GLEWWE, NATHANIEL M.	\$60.20	4/9/2025 A
242502808 GOLD MEDAL MINNEAPOLIS ML55	\$668.95	4/9/2025 A
242502809 GRAINGER	\$0.00	4/9/2025 C
242502810 GRAINGER	\$0.00	4/9/2025 C
242502811 GRAINGER	\$3,249.09	4/9/2025 A
242502812 GRAVLEY, STEPHEN A.	\$62.56	4/9/2025 A
242502813 GREENE, JENNIFER W.	\$245.05	4/9/2025 A
242502814 GUSTAFSON, CYNTHIA	\$195.00	4/9/2025 A
242502815 HAINLIN, ROBERTA	\$46.40	4/9/2025 A
242502816 HERC-U-LIFT	\$770.56	4/9/2025 A
242502817 HIBBARD, BETHANY G.	\$178.81	4/9/2025 A
242502818 HUBBARD, MICHELLE K.	\$32.90	4/9/2025 A
242502819 IFD	\$560.09	4/9/2025 A
242502820 INNOVATIVE OFFICE SOLUTIONS	\$55,485.81	4/9/2025 A

242502821	INTERMIX BEVERAGE	\$300.79	4/9/2025	A
242502822	JORGENSON, AMY L.	\$1,173.79	4/9/2025	A
242502823	JW PEPPER & SON INC	\$81.00	4/9/2025	A
242502824	KATH FUEL OIL SERVICE CO	\$6,877.08	4/9/2025	A
242502825	KEYSTONE INTERPRETING SOLUTIONS	\$963.60	4/9/2025	A
242502826	KFI ENGINEERS	\$16,144.44	4/9/2025	A
242502827	KIM TONG TRANSLATION SERV INC	\$357.50	4/9/2025	A
242502828	KLECKER, KEVIN W.	\$325.00	4/9/2025	A
242502829	KRAFT MECHANICAL LLC	\$2,068.61	4/9/2025	A
242502830	KREMER SERVICES LLC	\$1,905.64	4/9/2025	A
242502831	LANDA, ALICIA	\$79.98	4/9/2025	A
242502832	LAUREANO, CARLOS M.	\$102.48	4/9/2025	A
242502833	LEHENBAUER, MICHAEL L.	\$13.65	4/9/2025	A
242502834	LITCH, KARLA K.	\$65.60	4/9/2025	A
242502835	LORENZ RECOGNITION CO	\$74.25	4/9/2025	A
242502836	LVC COMPANIES INC	\$1,055.34	4/9/2025	A
242502837	LYDON, CASSANDRA K.	\$32.02	4/9/2025	A
242502838	MAURER, TIMOTHY J.	\$1,663.42	4/9/2025	A
242502839	MCDONOUGH'S WATERJETTING AND DRAIN CLEANING	\$1,031.80	4/9/2025	A
242502840	MEALS ON WHEELS	\$92.50	4/9/2025	A
242502841	MERSCH, NICOLE A.	\$143.85	4/9/2025	A
242502842	METRO VOLLEYBALL OFFICIALS ASSOCIATION	\$1,890.00	4/9/2025	A
242502843	MILES, STACY L.	\$54.81	4/9/2025	A
242502844	MILLER, MOLLY M.	\$70.70	4/9/2025	A
242502845	MN CLAY	\$337.03	4/9/2025	A
242502846	MN SAFETY COUNCIL INC	\$920.00	4/9/2025	A
242502847	MOREAU, CALLI M.	\$100.00	4/9/2025	A
242502848	MORLEY, TASHA M.	\$73.50	4/9/2025	A
242502849	MURPHY, SEAN T.	\$50.00	4/9/2025	A
242502850	NAKAGAKI, BENJAMIN P.	\$59.00	4/9/2025	A
242502851	NAUTICAL BOWLS	\$8,979.50	4/9/2025	A
242502852	NCS PEARSON INC	\$541.23	4/9/2025	A
242502853	NGUYEN, HUY K.	\$55.51	4/9/2025	A
242502854	NORTH CENTRAL INTERNATIONAL, LLC	\$0.00	4/9/2025	C
242502855	NORTH CENTRAL INTERNATIONAL, LLC	\$3,928.35	4/9/2025	A
242502856	NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$145,797.25	4/9/2025	A
242502857	O'LEARY, CHADRICK J.	\$132.13	4/9/2025	A
242502858	O'REILLY AUTOMOTIVE INC	\$0.00	4/9/2025	C
242502859	O'REILLY AUTOMOTIVE INC	\$798.84	4/9/2025	A
242502860	OLSON, KATHLEEN F.	\$282.79	4/9/2025	A
242502861	OXYGEN SERVICE COMPANY INC	\$37.94	4/9/2025	A
242502862	PAI	\$504.00	4/9/2025	A
242502863	PATIENT TOOLS INC	\$235.00	4/9/2025	A
242502864	PAULSON, JULIANNE	\$100.00	4/9/2025	A
242502865	PAULSON, THOMAS M.	\$500.00	4/9/2025	A
242502866	PETERSON BROS ROOFING & CONST	\$13,480.00	4/9/2025	A
242502867	PODS COMPLETE CAR CARE	\$1,710.69	4/9/2025	A
242502868	POMP'S TIRE SERVICE	\$909.55	4/9/2025	A
242502869	PRODUCTIVITY INC	\$1,039.95	4/9/2025	A

242502870	PROFESSIONAL WIRELESS COMM	\$826.50	4/9/2025	A
242502871	R & R SPECIALTIES INC	\$80.00	4/9/2025	A
242502872	RANCOUR, RACHEL	\$186.80	4/9/2025	A
242502873	RIEBOW, MATTHEW R.	\$353.20	4/9/2025	A
242502874	RIVERSIDE INSIGHTS	\$860.31	4/9/2025	A
242502875	SAMPOANG, DESSERAY R.	\$0.00	4/9/2025	C
242502876	SAMPOANG, DESSERAY R.	\$873.53	4/9/2025	A
242502877	SCENARIO LEARNING LLC	\$17,638.67	4/9/2025	A
242502878	SCHACHTNER, BRENNAN W.	\$1,750.00	4/9/2025	A
242502879	SCHMID, NICOLE R.	\$155.05	4/9/2025	A
242502880	SCHMITT MUSIC COMPANY	\$9,985.35	4/9/2025	A
242502881	SCHULTE, DARRELL A.	\$1,206.14	4/9/2025	A
242502882	SCHULENBERG, JENNIFER L.	\$23.98	4/9/2025	A
242502883	SOLIAANT HEALTH, LLC	\$9,081.00	4/9/2025	A
242502884	SOUTHPAW ENTERPRISES	\$796.86	4/9/2025	A
242502885	STAFKI, RACHAEL N.	\$142.95	4/9/2025	A
242502886	STAPLES	\$186.39	4/9/2025	A
242502887	STAY TUNED PIANO SERVICES	\$140.00	4/9/2025	A
242502888	STEVE RUMMLER HOPE NETWORK	\$375.00	4/9/2025	A
242502889	SUCHY, ERICA J.	\$25.32	4/9/2025	A
242502890	SUNDE LAND SURVEYING LLC	\$2,518.25	4/9/2025	A
242502891	TEACHERS ON CALL	\$0.00	4/9/2025	C
242502892	TEACHERS ON CALL	\$47,128.99	4/9/2025	A
242502893	THOMAS, CHRISTINE L.	\$194.10	4/9/2025	A
242502894	TR ENVIRONMENTAL CONSULTING LLC	\$610.00	4/9/2025	A
242502895	TRADE PRESS INC	\$748.00	4/9/2025	A
242502896	TREASURED TRANSPORTATION LLC	\$199,048.90	4/9/2025	A
242502897	TWIN PINES IMPRINTING	\$106.69	4/9/2025	A
242502898	ULVIN, JOHN M.	\$548.35	4/9/2025	A
242502899	US OMNI & TSACG COMPLIANCE SERVICES, INC	\$282.00	4/9/2025	A
242502900	VELARDE PORRAS, DAVID A.	\$49.08	4/9/2025	A
242502901	VENDNOVATION LLC	\$125.00	4/9/2025	A
242502902	VERIZON WIRELESS	\$704.43	4/9/2025	A
242502903	VESTIS SERVICES	\$0.00	4/9/2025	C
242502904	VESTIS SERVICES	\$0.00	4/9/2025	C
242502905	VESTIS SERVICES	\$1,728.31	4/9/2025	A
242502906	WALD, TIMOTHY A.	\$132.01	4/9/2025	A
242502907	WEST MUSIC COMPANY	\$408.48	4/9/2025	A
242502908	WHITBY, SANDRA L.	\$85.00	4/9/2025	A
242502909	WPS	\$183.70	4/9/2025	A
242502910	YANG, NIRVANA K.	\$428.10	4/9/2025	A
242502911	ZAYO GROUP LLC	\$8,618.23	4/9/2025	A
242502912	ZWACK, HUNTER	\$7,065.00	4/9/2025	A
242502913	RIVERS, KELLY M.	\$70.00	4/15/2025	A
242502913	RIVERS, KELLY M.	(\$70.00)	4/25/2025	V
242502914	A-1 TIRE SERVICE	\$349.04	4/16/2025	A
242502915	ALLEN, HANNAH M.	\$25.20	4/16/2025	A
242502916	ATLAS TECHNICAL CONSULTANTS	\$806.00	4/16/2025	A
242502917	BADWOLF ADVENTURE STUDIOS	\$1,500.00	4/16/2025	A

242502918	BAKKE, BRENT M.	\$209.80	4/16/2025	A
242502919	BATTERIES PLUS BULBS	\$249.48	4/16/2025	A
242502920	BEGE, LAURA M.	\$2,331.88	4/16/2025	A
242502921	BERTELSEN, STACY A.	\$145.85	4/16/2025	A
242502922	BLICK ART MATERIALS	\$479.21	4/16/2025	A
242502923	BOWERMASTER, TRACI G.	\$365.34	4/16/2025	A
242502924	BRAUN INTERTEC CORPORATION	\$4,192.00	4/16/2025	A
242502925	BRIGHTSTAR CARE OF ST PAUL	\$6,075.00	4/16/2025	A
242502926	BUTTERS-LEVAHN, REBECCA J.	\$18.62	4/16/2025	A
242502927	CALAMP WIRELESS NETWORKS CORPORATION	\$2,652.00	4/16/2025	A
242502928	CANNIFF, AMY E.	\$188.30	4/16/2025	A
242502929	CDW GOVERNMENT INC	\$1,080.00	4/16/2025	A
242502930	CONTINENTAL RESEARCH CORP	\$849.84	4/16/2025	A
242502931	CROWTHER, KERIANN M.	\$96.25	4/16/2025	A
242502932	DARK KNIGHT SOLUTIONS	\$400.00	4/16/2025	A
242502933	DEEN, DENISE T.	\$138.60	4/16/2025	A
242502934	DENUCCI, KRISTINA E.	\$147.14	4/16/2025	A
242502935	DERBY, SARA A.	\$107.30	4/16/2025	A
242502936	DIMEGLIO, JOSEPH V.	\$51.49	4/16/2025	A
242502937	DOESCHER, DEREK S.	\$115.92	4/16/2025	A
242502938	DOMINO'S PIZZA	\$0.00	4/16/2025	C
242502939	DOMINO'S PIZZA	\$0.00	4/16/2025	C
242502940	DOMINO'S PIZZA	\$0.00	4/16/2025	C
242502941	DOMINO'S PIZZA	\$0.00	4/16/2025	C
242502942	DOMINO'S PIZZA	\$0.00	4/16/2025	C
242502943	DOMINO'S PIZZA	\$0.00	4/16/2025	C
242502944	DOMINO'S PIZZA	\$0.00	4/16/2025	C
242502945	DOMINO'S PIZZA	\$0.00	4/16/2025	C
242502946	DOMINO'S PIZZA	\$0.00	4/16/2025	C
242502947	DOMINO'S PIZZA	\$3,760.95	4/16/2025	A
242502948	DEFINITIVE TECHNOLOGY SOLUTIONS	\$11,358.30	4/16/2025	A
242502949	EDUPOINT EDUCATIONAL SYSTEMS	\$2,250.00	4/16/2025	A
242502950	EDWARDS, LANNIE J.	\$60.20	4/16/2025	A
242502951	ENGSTRAN, PAUL A.	\$65.00	4/16/2025	A
242502952	FOSS, TERESA M.	\$47.04	4/16/2025	A
242502953	FOURTH DIMENSION SIGNS	\$10,672.77	4/16/2025	A
242502954	FUN ENGINEERZ LLC	\$4,500.00	4/16/2025	A
242502955	GALYON, AMY R.	\$36.40	4/16/2025	A
242502956	GARCIA, RACHEL M.	\$291.81	4/16/2025	A
242502957	GILE, KRISTI L.	\$61.60	4/16/2025	A
242502958	GRAINGER	\$0.00	4/16/2025	C
242502959	GRAINGER	\$1,618.54	4/16/2025	A
242502960	GRIEBENOW, BRIAN N.	\$294.00	4/16/2025	A
242502961	GRIER, SAVANNAH R.	\$35.00	4/16/2025	A
242502962	GROPPOLI, KADI L.	\$180.90	4/16/2025	A
242502963	HASELMANN, ANNA S.	\$67.96	4/16/2025	A
242502964	HAY CREEK ENTERTAINMENT	\$8,000.00	4/16/2025	A
242502965	HAYES, TERRY L.	\$49.00	4/16/2025	A
242502966	HISDAHL INC	\$112.00	4/16/2025	A

242502967	HOLMLUND, ROSS S.	\$64.00	4/16/2025	A
242502968	HOPKINS, JULIE C.	\$59.96	4/16/2025	A
242502969	IFD	\$467.93	4/16/2025	A
242502970	IMMEL, COLLEEN M.	\$229.26	4/16/2025	A
242502971	INNOVATIVE OFFICE SOLUTIONS	\$665.18	4/16/2025	A
242502972	JAYTECH INC	\$1,511.62	4/16/2025	A
242502973	JW PEPPER & SON INC	\$199.29	4/16/2025	A
242502974	KAMISH EXCAVATING INC	\$950.00	4/16/2025	A
242502975	KATH FUEL OIL SERVICE CO	\$590.00	4/16/2025	A
242502976	KEY ENTERPRISES LLC	\$3,995.00	4/16/2025	A
242502977	KILGO, GRACE C.	\$158.69	4/16/2025	A
242502978	KONE INC	\$972.87	4/16/2025	A
242502979	KRAFT MECHANICAL LLC	\$6,787.21	4/16/2025	A
242502980	KRAUS ANDERSON CONSTRUCTION CO	\$31,937.85	4/16/2025	A
242502981	KULLY SUPPLY COMPANY	\$224.50	4/16/2025	A
242502982	LAMWERS, DAVID H.	\$54.79	4/16/2025	A
242502983	LANIGAN, CHERYL D.	\$569.90	4/16/2025	A
242502984	LEHN, BRIDGET N.	\$410.24	4/16/2025	A
242502985	LEMON, SARAH E.	\$54.94	4/16/2025	A
242502986	LINDE GAS & EQUIPMENT INC	\$79.50	4/16/2025	A
242502987	MCDONOUGH'S WATERJETTING AND DRAIN CLEANING	\$186.00	4/16/2025	A
242502988	MERSCH, NICOLE A.	\$130.00	4/16/2025	A
242502989	METRO SOUND AND LIGHTING	\$64.99	4/16/2025	A
242502990	MEUWISSEN, PAUL W.	\$400.00	4/16/2025	A
242502991	MRI SOFTWARE LLC	\$1,127.00	4/16/2025	A
242502992	MYERS, ANN A.	\$81.95	4/16/2025	A
242502993	NASCO EDUCATION LLC	\$46.08	4/16/2025	A
242502994	NAUTICAL BOWLS	\$2,840.50	4/16/2025	A
242502995	NCS PEARSON INC	\$30.60	4/16/2025	A
242502996	NJOTSA, AUGUSTINE	\$210.00	4/16/2025	A
242502997	NORTH CENTRAL INTERNATIONAL, LLC	\$0.00	4/16/2025	C
242502998	NORTH CENTRAL INTERNATIONAL, LLC	\$965.25	4/16/2025	A
242502999	O'LEARY, CHADRICK J.	\$73.74	4/16/2025	A
242503000	O'REILLY AUTOMOTIVE INC	\$0.00	4/16/2025	C
242503001	O'REILLY AUTOMOTIVE INC	\$519.08	4/16/2025	A
242503002	OGDEN, TERESA L.	\$310.06	4/16/2025	A
242503003	ON SITE SANITATION INC	\$654.36	4/16/2025	A
242503004	OROURKE, JULIE A.	\$116.90	4/16/2025	A
242503005	OXYGEN SERVICE COMPANY INC	\$86.70	4/16/2025	A
242503006	PAULSON, JULIANNE	\$100.00	4/16/2025	A
242503007	PAULSON, THOMAS M.	\$500.00	4/16/2025	A
242503008	DESERT SHORE CAPITAL PARTNERS	\$19,833.97	4/16/2025	A
242503009	PELOQUIN, BRIAN F.	\$833.75	4/16/2025	A
242503010	PODS COMPLETE CAR CARE	\$1,392.37	4/16/2025	A
242503011	PROPIO LS, LLC	\$55.00	4/16/2025	A
242503012	REEVES, BROOKE E.	\$21.78	4/16/2025	A
242503013	RETROFIT COMPANIES INC	\$1,639.77	4/16/2025	A
242503014	RYAN, DENISE M.	\$272.85	4/16/2025	A
242503015	SAMPOANG, DESSERAY R.	\$66.78	4/16/2025	A

242503016	SCHOOL HEALTH CORPORATION	\$157.98	4/16/2025	A
242503017	SCHULTE, VANESSA L.	\$98.17	4/16/2025	A
242503018	SOLIAANT HEALTH, LLC	\$8,637.93	4/16/2025	A
242503019	TAMAYO PADILLA, MIGUEL T.	\$56.00	4/16/2025	A
242503020	TEACHERS PAY TEACHERS	\$53.90	4/16/2025	A
242503021	TEACHERS ON CALL	\$0.00	4/16/2025	C
242503022	TEACHERS ON CALL	\$45,512.55	4/16/2025	A
242503023	THE PROPHET CORPORATION	\$680.35	4/16/2025	A
242503024	TRADE PRESS INC	\$1,494.00	4/16/2025	A
242503025	ULINE	\$694.24	4/16/2025	A
242503026	VAN ARRAGON, JANEL L.	\$41.30	4/16/2025	A
242503027	VERKUILEN, JAIME D.	\$67.20	4/16/2025	A
242503028	VESTIS SERVICES	\$324.90	4/16/2025	A
242503029	WAGNER, JEFFERY P.	\$95.00	4/16/2025	A
242503030	WARNERS' STELLIAN	\$946.96	4/16/2025	A
242503031	WHITE BEAR GLASS INC	\$736.00	4/16/2025	A
242503032	WEST MUSIC COMPANY	\$57.08	4/16/2025	A
242503033	WILLIAMS NELSON, LYNDA I.	\$142.50	4/16/2025	A
242503034	WL HALL COMPANY	\$3,845.00	4/16/2025	A
242503035	YOUNG, MATTHEW V.	\$390.00	4/16/2025	A
242503036	AJ MOORE ELECTRIC INC	\$214,300.37	4/23/2025	A
242503037	ALL STATE COMMUNICATIONS	\$655.00	4/23/2025	A
242503038	ANDERSON, JON C.	\$152.60	4/23/2025	A
242503039	BACON, CAROL A.	\$282.64	4/23/2025	A
242503040	BEVSO	\$0.00	4/23/2025	C
242503041	BEVSO	\$25,358.96	4/23/2025	A
242503042	BITUMINOUS ROADWAYS INC	\$17,816.62	4/23/2025	A
242503043	BREDEMUS HARDWARE COMPANY	\$36,336.55	4/23/2025	A
242503044	BURCHFIELD, CAROLYN M.	\$5.60	4/23/2025	A
242503045	CL BENSEN CO INC	\$1,519.64	4/23/2025	A
242503046	COSNEY CORPORATION	\$23,256.00	4/23/2025	A
242503047	CUSTOM DRYWALL INC	\$50,350.00	4/23/2025	A
242503048	DOMINO'S PIZZA	\$0.00	4/23/2025	C
242503049	DOMINO'S PIZZA	\$128.00	4/23/2025	A
242503050	EBERT INC	\$135,144.00	4/23/2025	A
242503051	EDWARDS, LANNIE J.	\$40.98	4/23/2025	A
242503052	FIRST STUDENT INC	\$0.00	4/23/2025	C
242503053	FIRST STUDENT INC	\$1,115,705.46	4/23/2025	A
242503054	FLOORS BY BECKERS LLC	\$73,248.58	4/23/2025	A
242503055	FOREST LAKE CONTRACTING INC	\$65,737.47	4/23/2025	A
242503056	FUHRMAN, SARAH J.	\$105.39	4/23/2025	A
242503057	FUN ENGINEERZ LLC	\$540.00	4/23/2025	A
242503058	GILL, PATRICIA C.	\$59.99	4/23/2025	A
242503059	GILLESPIE, ALISON C.	\$533.42	4/23/2025	A
242503060	GRAINGER	\$768.40	4/23/2025	A
242503061	HARVEY-CARLSON, ELIN J.	\$27.72	4/23/2025	A
242503062	HUGHES, PAUL D.	\$42.25	4/23/2025	A
242503063	IFD	\$0.00	4/23/2025	C
242503064	IFD	\$0.00	4/23/2025	C

242503065 IFD	\$0.00	4/23/2025 C
242503066 IFD	\$0.00	4/23/2025 C
242503067 IFD	\$165,654.58	4/23/2025 A
242503068 INNOVATIVE OFFICE SOLUTIONS	\$12,182.91	4/23/2025 A
242503069 INSTITUTE FOR ENVIRONMENTAL ASSESSMENT	\$20,090.44	4/23/2025 A
242503070 INTERMIX BEVERAGE	\$847.11	4/23/2025 A
242503071 JAYTECH INC	\$3,344.81	4/23/2025 A
242503072 JOHN FOLEY MASONRY INC	\$67,507.58	4/23/2025 A
242503072 JOHN FOLEY MASONRY INC	(\$67,507.58)	4/25/2025 V
242503073 JW PEPPER & SON INC	\$393.50	4/23/2025 A
242503074 KENDELL DOORS & HARDWARE INC	\$57,722.24	4/23/2025 A
242503075 KEYSTONE INTERPRETING SOLUTIONS	\$2,379.20	4/23/2025 A
242503076 KONE INC	\$2,607.45	4/23/2025 A
242503077 KRAFT MECHANICAL LLC	\$475,177.65	4/23/2025 A
242503078 KRUSEMARK, CARY L.	\$468.96	4/23/2025 A
242503079 KULLY SUPPLY COMPANY	\$1,111.91	4/23/2025 A
242503080 LANDA, ALICIA	\$86.14	4/23/2025 A
242503081 LEDER, LAURA K.	\$71.99	4/23/2025 A
242503082 LIFESAVER FIRE PROTECTION LLC	\$30,244.68	4/23/2025 A
242503083 LVC COMPANIES INC	\$106,761.10	4/23/2025 A
242503084 MALLEY, DAVID	\$70.00	4/23/2025 A
242503085 MARCO TECHNOLOGIES LLC	\$1,185.80	4/23/2025 A
242503086 MEISINGER CONSTRUCTION COMPANY	\$255,032.25	4/23/2025 A
242503087 MENIER, MATTHEW M.	\$1,813.30	4/23/2025 A
242503088 MEUWISSEN, DAVID L.	\$75.00	4/23/2025 A
242503089 MEUWISSEN, PAUL W.	\$100.00	4/23/2025 A
242503090 MISGEN, MARK A.	\$1,205.00	4/23/2025 A
242503091 MN SAFETY COUNCIL INC	\$805.00	4/23/2025 A
242503092 MULCAHY NICKOLAUS LLC	\$17,929.98	4/23/2025 A
242503093 NAC MECHANICAL & ELECTRICAL SERV	\$635.78	4/23/2025 A
242503094 NASSEFF MECHANICAL CONTRACTORS INC	\$7,390.47	4/23/2025 A
242503095 NAUTICAL BOWLS	\$840.00	4/23/2025 A
242503096 NEWTRAX	\$4,943.97	4/23/2025 A
242503097 NORTH CENTRAL INTERNATIONAL, LLC	\$270.54	4/23/2025 A
242503098 NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$53,695.00	4/23/2025 A
242503099 NORTHERN LANDSCAPE & IRRIGATION INC	\$9,000.00	4/23/2025 A
242503100 O'NEILL ELECTRIC INC	\$46,057.95	4/23/2025 A
242503101 O'REILLY AUTOMOTIVE INC	\$0.00	4/23/2025 C
242503102 O'REILLY AUTOMOTIVE INC	\$926.74	4/23/2025 A
242503103 OLSON, KATHLEEN F.	\$26.18	4/23/2025 A
242503104 PAN-O-GOLD	\$5,417.30	4/23/2025 A
242503105 PARKOS CONSTRUCTION CO INC	\$10,642.90	4/23/2025 A
242503106 PAULSON, JULIANNE	\$50.00	4/23/2025 A
242503107 PAULSON, THOMAS M.	\$250.00	4/23/2025 A
242503108 PELOQUIN, BRIAN F.	\$200.00	4/23/2025 A
242503109 PETERSON BROS ROOFING & CONST	\$3,900.00	4/23/2025 A
242503110 PIONEER POWER INC	\$58,840.25	4/23/2025 A
242503111 POMP'S TIRE SERVICE	\$802.60	4/23/2025 A
242503112 QUAAS, BETH A.	\$25.20	4/23/2025 A

242503113	RAU, EMILY J.	\$47.60	4/23/2025	A
242503114	RED CEDAR STEEL ERECTORS INC	\$6,991.05	4/23/2025	A
242503115	RIVERSIDE INSIGHTS	\$360.00	4/23/2025	A
242503116	ROOF SPEC INC	\$2,000.00	4/23/2025	A
242503117	ROSSITER, DANIEL J.	\$157.50	4/23/2025	A
242503118	SCHMITT MUSIC COMPANY	\$0.00	4/23/2025	C
242503119	SCHMITT MUSIC COMPANY	\$658.00	4/23/2025	A
242503120	SCHROEHER, JANE E.	\$188.40	4/23/2025	A
242503121	SHAVERS, BRENTON D.	\$594.35	4/23/2025	A
242503122	SOLIAANT HEALTH, LLC	\$4,950.00	4/23/2025	A
242503123	SQUIRES, WALDSPURGER & MACE, PA	\$14,100.00	4/23/2025	A
242503124	STAPLES	\$0.00	4/23/2025	C
242503125	STAPLES	\$137.19	4/23/2025	A
242503126	STEVE WEISS MUSIC	\$2,548.00	4/23/2025	A
242503127	SUMMIT ORTHOPEDICS	\$2,752.50	4/23/2025	A
242503128	TEACHERS ON CALL	\$0.00	4/23/2025	C
242503129	TEACHERS ON CALL	\$29,911.49	4/23/2025	A
242503130	TR ENVIRONMENTAL CONSULTING LLC	\$1,018.00	4/23/2025	A
242503131	TRIO SUPPLY COMPANY	\$0.00	4/23/2025	C
242503132	TRIO SUPPLY COMPANY	\$9,606.20	4/23/2025	A
242503133	TURNER, ADRIAN C.	\$150.00	4/23/2025	A
242503134	TWIN CITY JANITOR SUPPLY CO	\$1,685.00	4/23/2025	A
242503135	TWIN CITY TRANSPORTATION INC	\$116,288.84	4/23/2025	A
242503136	TWIN PINES IMPRINTING	\$75.03	4/23/2025	A
242503137	ULINE	\$14,309.69	4/23/2025	A
242503138	VERKUILEN, JAIME D.	\$39.20	4/23/2025	A
242503139	VESTIS SERVICES	\$0.00	4/23/2025	C
242503140	VESTIS SERVICES	\$0.00	4/23/2025	C
242503141	VESTIS SERVICES	\$0.00	4/23/2025	C
242503142	VESTIS SERVICES	\$0.00	4/23/2025	C
242503143	VESTIS SERVICES	\$0.00	4/23/2025	C
242503144	VESTIS SERVICES	\$0.00	4/23/2025	C
242503145	VESTIS SERVICES	\$0.00	4/23/2025	C
242503146	VESTIS SERVICES	\$2,720.94	4/23/2025	A
242503147	WALD, TIMOTHY A.	\$608.28	4/23/2025	A
242503148	WEIDNER PLUMBING & HEATING CO	\$208,905.75	4/23/2025	A
242503149	WEINHOLD, TODD J.	\$1,143.73	4/23/2025	A
242503150	WL HALL COMPANY	\$2,342.50	4/23/2025	A
242503151	WPS	\$77.00	4/23/2025	A
242503152	CARNEY, AMY S.	\$657.83	4/25/2025	A
242503152	CARNEY, AMY S.	(\$657.83)	4/25/2025	V
242503153	ACCLAIM SERVICES INC	\$727.50	4/30/2025	A
242503154	ALL STRINGS ATTACHED	\$12,104.00	4/30/2025	A
242503155	ANCHOR SOLAR INVESTMENTS LLC	\$2,446.85	4/30/2025	A
242503156	BARTHOLD	\$2,112.00	4/30/2025	A
242503157	BERTELSEN, STACY A.	\$107.58	4/30/2025	A
242503158	BRIGHTSTAR CARE OF ST PAUL	\$3,375.00	4/30/2025	A
242503159	CARNEY, AMY S.	\$657.83	4/30/2025	A
242503160	CDW GOVERNMENT INC	\$360.00	4/30/2025	A

242503161	CONTINENTAL RESEARCH CORP	\$167.67	4/30/2025	A
242503162	DESJARDINS, RUTH E.	\$14.00	4/30/2025	A
242503163	DEVET, NICHOLAS M.	\$58.44	4/30/2025	A
242503164	DICKINSON, JANET B.	\$140.56	4/30/2025	A
242503165	DIMEGLIO, JOSEPH V.	\$114.80	4/30/2025	A
242503166	DITTRICH, TIFFANY A.	\$368.58	4/30/2025	A
242503167	DOUGLAS, SANDRA L.	\$199.20	4/30/2025	A
242503168	DEFINITIVE TECHNOLOGY SOLUTIONS	\$86.50	4/30/2025	A
242503169	FROST, MEGAN A.	\$25.98	4/30/2025	A
242503170	GRAINGER	\$747.05	4/30/2025	A
242503171	HUBBARD, MICHELLE K.	\$719.72	4/30/2025	A
242503172	INNOVATIVE OFFICE SOLUTIONS	\$89.55	4/30/2025	A
242503173	JW PEPPER & SON INC	\$0.00	4/30/2025	C
242503174	JW PEPPER & SON INC	\$454.97	4/30/2025	A
242503175	KATH FUEL OIL SERVICE CO	\$15,676.64	4/30/2025	A
242503176	KRAFT MECHANICAL LLC	\$2,159.24	4/30/2025	A
242503177	KRAUS ANDERSON CONSTRUCTION CO	\$187,132.32	4/30/2025	A
242503178	LAKE SHORE LEARNING MATERIALS	\$96.75	4/30/2025	A
242503179	LARSON, TIMOTHY J.	\$92.39	4/30/2025	A
242503180	LARSON, VAUGHN P.	\$162.00	4/30/2025	A
242503181	LAUREANO, CARLOS M.	\$130.00	4/30/2025	A
242503182	LEHENBAUER, MICHAEL L.	\$7.00	4/30/2025	A
242503183	LIGHT SWITCH LLC	\$138.95	4/30/2025	A
242503184	LINZMEIER, STEVEN J.	\$6.95	4/30/2025	A
242503185	MALONEY, JESSE E.	\$160.90	4/30/2025	A
242503186	MARKWARDT, ANNA C.	\$20.44	4/30/2025	A
242503187	MEALS ON WHEELS	\$7,736.40	4/30/2025	A
242503188	MUELLER, CYNTHIA J.	\$4,115.22	4/30/2025	A
242503189	NADEAU, MARGARET M.	\$325.00	4/30/2025	A
242503190	NEWTRAX	\$4,942.00	4/30/2025	A
242503191	NORTH CENTRAL INTERNATIONAL, LLC	\$0.00	4/30/2025	C
242503192	NORTH CENTRAL INTERNATIONAL, LLC	\$3,380.62	4/30/2025	A
242503193	NORTHEAST METRO INTERMEDIATE DISTRICT 916	\$10,000.00	4/30/2025	A
242503194	O'REILLY AUTOMOTIVE INC	\$0.00	4/30/2025	C
242503195	O'REILLY AUTOMOTIVE INC	\$185.35	4/30/2025	A
242503196	ODAA TRANSPORTATION SERVICES	\$48,275.00	4/30/2025	A
242503197	ON SITE SANITATION INC	\$2,680.08	4/30/2025	A
242503198	OXYGEN SERVICE COMPANY INC	\$721.57	4/30/2025	A
242503199	PAR CODE SYMBOLOGY INC	\$794.00	4/30/2025	A
242503200	PARR, ERIN	\$561.60	4/30/2025	A
242503201	PECK, KATHERINE V.	\$16.98	4/30/2025	A
242503202	PINNOW, PAIGE E.	\$306.64	4/30/2025	A
242503203	POMP'S TIRE SERVICE	\$2,018.56	4/30/2025	A
242503204	REPUBLIC SERVICES #899	\$14,995.38	4/30/2025	A
242503205	SCHMID, NICOLE R.	\$132.20	4/30/2025	A
242503206	SOLIAANT HEALTH, LLC	\$5,512.50	4/30/2025	A
242503207	STAFKI, MEGAN E.	\$67.76	4/30/2025	A
242503208	STRANG, JULIE	\$240.00	4/30/2025	A
242503209	STREAMLINE DESIGN INC	\$639.00	4/30/2025	A

242503210	TEACHER SYNERGY LLC	\$5.00	4/30/2025	A
242503211	TEACHERS ON CALL	\$0.00	4/30/2025	C
242503212	TEACHERS ON CALL	\$39,195.94	4/30/2025	A
242503213	THE PROPHET CORPORATION	\$1,890.94	4/30/2025	A
242503214	THOMAS, CHRISTINE L.	\$53.28	4/30/2025	A
242503215	THOMAS, DAVID G.	\$181.65	4/30/2025	A
242503216	TR ENVIRONMENTAL CONSULTING LLC	\$352.00	4/30/2025	A
242503217	TWIN CITY JANITOR SUPPLY CO	\$790.00	4/30/2025	A
242503218	UHL COMPANY INC	\$1,299.00	4/30/2025	A
242503219	ULINE	\$455.21	4/30/2025	A
242503220	VESTIS SERVICES	\$546.78	4/30/2025	A
242503221	WALD, TIMOTHY A.	\$130.11	4/30/2025	A
242503222	WEST MUSIC COMPANY	\$21.00	4/30/2025	A
		\$11,549,838.22		

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: **May 12, 2025**

SUGGESTED DISPOSITION: **Action Item**

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

Donation	Donor	Recipient
\$100.00	Sandy Czaplewski	the Senior Center Meals on Wheels
\$50.00	Janet Bowser	the Senior Center
\$50.00	Eugene Schutte	the Senior Center Meals on Wheels
\$50.00	Beth Galde	the Senior Center Meals on Wheels
\$3,000.00	White Bear Lake Lions Club	the Senior Center Meals on Wheels
\$450.00	Richard Ingberg	the Senior Center
cost of busing for MN Wild STEM field trip	The Minnesota Wild	Birch Lake Elementary
\$85.00	Lakeaires PTO	Lakeaires Elementary
\$500.00	Lakeaires PTO	Lakeaires Elementary School Patrol
\$2,000.00	Bob and Karyn Fulton	Willow Lane Elementary
\$20.00	Jessica and Darren Wickum	Mariner Middle School Teacher Appreciation
\$10.00	Rebecca Olson	Mariner Middle School Teacher Appreciation
\$50.00	Amy Gower	Mariner Middle School Teacher Appreciation
\$10.00	Catherine Morales	Mariner Middle School Teacher Appreciation

\$15.00	Laura Arrowood	Mariner Middle School Teacher Appreciation
\$25.00	June Metzger	Mariner Middle School Teacher Appreciation
\$10.00	Antoinette Estis	Mariner Middle School Teacher Appreciation
\$20.00	Rachel Bahn	Mariner Middle School Teacher Appreciation
\$20.00	Anna Wrisky	Mariner Middle School Teacher Appreciation
\$30.00	Stephanie Battista	Mariner Middle School Teacher Appreciation
\$25.00	Lisa Setter	Mariner Middle School Teacher Appreciation
\$10.00	Erica Brodd	Mariner Middle School Teacher Appreciation
\$10.00	Laura Knobel	Mariner Middle School Teacher Appreciation
\$20.00	Alison Bloomquist	Mariner Middle School Teacher Appreciation
\$20.00	Kari Capra	Mariner Middle School Teacher Appreciation
\$10.00	Nicole Mersch	Mariner Middle School Teacher Appreciation
\$20.00	Kelly Coorough	Mariner Middle School Teacher Appreciation
5 - \$5.00 Dairy Queen Certificates	Dairy Queen in WBL	Area Learning Center Teacher Appreciation
25 ice cream sandwiches	Cup & Cone	Area Learning Center Teacher Appreciation
\$3,410.00	GAPP Grant	WBLAHS German Exchange Travel
\$30.00	Kelli Abrahamson	WBLAHS Staff Appreciation
\$25.00	Janene Altman	WBLAHS Staff Appreciation
\$20.00	Amy Femrite	WBLAHS Staff Appreciation
\$20.00	Susan Rakoczy	WBLAHS Staff Appreciation
\$20.00	Maude Wortham	WBLAHS Staff Appreciation
\$50.00	Sharon Blomgren	WBLAHS Staff Appreciation
\$25.00	Amy Bly	WBLAHS Staff Appreciation
\$25.00	Katrina Bowen	WBLAHS Staff Appreciation
\$10.00	Heather Brandon	WBLAHS Staff Appreciation

\$20.00	Becky Butters	WBLAHS Staff Appreciation
\$20.00	Laura Carroll	WBLAHS Staff Appreciation
\$50.00	Chelsea Castro	WBLAHS Staff Appreciation
\$40.00	Joel Cessna	WBLAHS Staff Appreciation
\$25.00	Barbara Collins	WBLAHS Staff Appreciation
\$20.00	Stefanie Currier	WBLAHS Staff Appreciation
\$100.00	Danielle and Adam Czaia	WBLAHS Staff Appreciation
\$5.00	Stephanie Davis	WBLAHS Staff Appreciation
\$20.00	Christina Davis	WBLAHS Staff Appreciation
\$20.00	Christian and Sarah Donahoe	WBLAHS Staff Appreciation
\$100.00	Allison Drusch	WBLAHS Staff Appreciation
\$20.00	Karey Dufresne	WBLAHS Staff Appreciation
\$10.00	Christopher Dufresne	WBLAHS Staff Appreciation
\$100.00	Jami Eckerle	WBLAHS Staff Appreciation
\$20.00	Dawn Edmunds	WBLAHS Staff Appreciation
\$20.00	Bethany Everhart	WBLAHS Staff Appreciation
\$50.00	Anne Fawcett	WBLAHS Staff Appreciation
\$25.00	Angela Everts-Flemino	WBLAHS Staff Appreciation
\$50.00	Jason Fliehler	WBLAHS Staff Appreciation
\$20.00	Sarah Braun	WBLAHS Staff Appreciation
\$40.00	Kimberly Frazier	WBLAHS Staff Appreciation
\$20.00	Elizabeth Funkhouser	WBLAHS Staff Appreciation
\$25.00	Amy Gerst	WBLAHS Staff Appreciation
\$40.00	Kimberly Ghilardi	WBLAHS Staff Appreciation
\$20.00	Tony Grier	WBLAHS Staff Appreciation
\$20.00	Karla Harding	WBLAHS Staff Appreciation
\$10.00	Jilean Harding	WBLAHS Staff Appreciation
\$50.00	Joy Harper	WBLAHS Staff Appreciation
\$30.00	Alison Harris	WBLAHS Staff Appreciation
\$10.00	Dianna Helmberger	WBLAHS Staff Appreciation
\$10.00	Dianna Helmberger	WBLAHS Staff Appreciation
\$10.00	Rachel Hietala	WBLAHS Staff Appreciation
\$20.00	Kristen Joswiak	WBLAHS Staff Appreciation

\$25.00	Julie Hopkins	WBLAHS Staff Appreciation
\$25.00	Emily Jansen	WBLAHS Staff Appreciation
\$50.00	Gregory Renner	WBLAHS Staff Appreciation
\$25.00	Alison Johnson	WBLAHS Staff Appreciation
\$10.00	Cynthia Jones	WBLAHS Staff Appreciation
\$20.00	Amy Jorgenson	WBLAHS Staff Appreciation
\$15.00	Haley Kaehler	WBLAHS Staff Appreciation
\$30.00	Becky Klier	WBLAHS Staff Appreciation
\$20.00	Melinda Kolstad	WBLAHS Staff Appreciation
\$50.00	Lisa Hoffman-Konn	WBLAHS Staff Appreciation
\$10.00	Nicole Kopp	WBLAHS Staff Appreciation
\$25.00	Amy Krier	WBLAHS Staff Appreciation
\$50.00	Eun-Ju Kruse	WBLAHS Staff Appreciation
\$10.00	Angela Law	WBLAHS Staff Appreciation
\$50.00	Susan Stewart	WBLAHS Staff Appreciation
\$20.00	Kimberly Macdonald	WBLAHS Staff Appreciation
\$20.00	Holly MacEwen	WBLAHS Staff Appreciation
\$25.00	Bruce Marietta	WBLAHS Staff Appreciation
\$10.00	Rachael Markuson	WBLAHS Staff Appreciation
\$25.00	Sarah MacGillis	WBLAHS Staff Appreciation
\$10.00	Taryn McGovern	WBLAHS Staff Appreciation
\$50.00	Kelly McMonigal	WBLAHS Staff Appreciation
\$20.00	Claudia Medin	WBLAHS Staff Appreciation
\$15.00	Nicole Mersch	WBLAHS Staff Appreciation
\$200.00	Lisa Meyer	WBLAHS Staff Appreciation
\$20.00	Jessica Mieke	WBLAHS Staff Appreciation
\$40.00	Christy Mohar	WBLAHS Staff Appreciation
\$10.00	Alissa Nelson	WBLAHS Staff Appreciation
\$10.00	Deborah Newton	WBLAHS Staff Appreciation
\$20.00	Susan Olsen	WBLAHS Staff Appreciation
\$50.00	Jody Murphy	WBLAHS Staff Appreciation
\$15.00	Kevin Ross	WBLAHS Staff Appreciation
\$25.00	Natalie Rowan	WBLAHS Staff Appreciation

\$25.00	Dalon Schmidt	WBLAHS Staff Appreciation
\$10.00	Kelly Semlak	WBLAHS Staff Appreciation
\$25.00	Lisa Setter	WBLAHS Staff Appreciation
\$20.00	Grant Shaffer	WBLAHS Staff Appreciation
\$25.00	Peggy Skiba	WBLAHS Staff Appreciation
\$20.00	Julie Steffensmeier	WBLAHS Staff Appreciation
\$20.00	Kristine Baker	WBLAHS Staff Appreciation
\$25.00	Imelda Thibodeau	WBLAHS Staff Appreciation
\$25.00	Vanessa Thompson	WBLAHS Staff Appreciation
\$25.00	April Kelley	WBLAHS Staff Appreciation
\$25.00	Jane Usman	WBLAHS Staff Appreciation
\$20.00	Pamela Philipson	WBLAHS Staff Appreciation
\$25.00	Joy Vander Heiden	WBLAHS Staff Appreciation
\$40.00	Sara Gramer	WBLAHS Staff Appreciation
\$50.00	Heather Vlieger	WBLAHS Staff Appreciation
\$20.00	Andrea Weber	WBLAHS Staff Appreciation
\$10.00	Jessica Wickum	WBLAHS Staff Appreciation
\$10.00	Mark and Denise Woodcock	WBLAHS Staff Appreciation
\$20.00	May Thao	WBLAHS Staff Appreciation
\$20.00	Jennifer Zafft	WBLAHS Staff Appreciation
\$20.00	Maria Zarambo	WBLAHS Staff Appreciation

RECOMMENDED ACTION:

Approve.

AGENDA ITEM: **Field Trip Request**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Action Item**

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

BACKGROUND:

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

Date and Destination	Requesting Staff Member	Grade/Team	School Days Missed	Students Attending	Total Cost per Student	Source of Revenue
5/8-5/9/2025 Mankato Event Center	Ann Myers and Mariah Smith	MAAP Stars	2	4-5	\$0	Grant
Purpose: MAAP Stars is a student leadership program for alternative education students similar to DECA.						
5/22-5/23/2025 Camp St Croix	Angie Rider	Vadnais Heights 5th grade	2	73	\$0	PTO, WBLAEF, Fundraisers
Purpose: Environmental Science with eco systems.						

10/6-10/8/2025 Wolf Ridge	Weiss	Birch Lake 5th grade	3	45	\$100	Fundraising, Wolf Ridge Scholarship and Families
Purpose: Meets various 5th grade science standards great for class.						

RECOMMENDED ACTION:

Approve the field trips listed as recommended by the administration.

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

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

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

❖ **RESIGNATION/TERMINATION/NON-RENEWAL - CERTIFIED STAFF**

KATHERINE BERLIN

3rd Grade Teacher - Birch Lake Elementary
Employed by District 624 since 08/24/2015
Effective Date: 06/09/2025

CHRISTINA BOMMARITO

Speech Language Pathologist - Lincoln Elementary and Matoska International
Employed by District 624 since 08/26/2024
Effective Date: 06/09/2025

TRACI BOWERMASTER

Special Education Teacher - ALC
Employed by District 624 since 01/02/2001
Effective Date: 06/09/2025

SAVANNAH GRIER

FACS Teacher - Mariner Middle School
Employed by District 624 since 08/26/2024
Effective Date: 06/09/2025

ELLEN KRAMER

Special Education Teacher - Central Middle School
Employed by District 624 since 08/26/2024
Effective Date: 06/09/2025

TAMARA LEMIEUX

ECFE Teacher - Normandy Park
Employed by District 624 since 08/01/2012
Effective Date: 06/09/2025

BENJAMIN LATTIMORE

Business Education Teacher - WBLAHS
Employed by District 624 since 08/29/2022
Effective Date: 06/09/2025

CHRISTINE LEWELLEN

5th Grade Teacher - Matoska International
Employed by District 624 since 08/26/2024
Effective Date: 06/09/2025

CARLEY LUNZER-KERR

Math Teacher - Mariner Middle School

Employed by District 624 since 08/26/2024

Effective Date: 06/09/2025

ALEXIS MACKEN

Special Education Teacher - Central Middle School

Employed by District 624 since 09/11/2024

Effective Date: 06/09/2025

ANGELA MCVITTY

1st Grade Teacher - Vadnais Heights Elementary

Employed by District 624 since 10/21/2024

Effective Date: 06/09/2025

ALEXANDRA MIROCHA

Music Teacher - Lakeaires Elementary

Employed by District 624 since 08/26/2024

Effective Date: 06/09/2025

ALLYSON NELSON

1st Grade Teacher - Matoska International

Employed by District 624 since 08/26/2024

Effective Date: 06/09/2025

HEATHER PASSOFARO

Spanish Teacher - Birch Lake Elementary

Employed by District 624 since 08/26/2024

Effective Date: 06/09/2025

KEVIN ROBINSON

Music Teacher - WBLAHS

Employed by District 624 since 08/26/2024

Effective Date: 06/09/2025

KYRA SCANLAN DUZYNSKI

5th Grade Teacher - Matoska International

Employed by District 624 since 08/24/2015

Effective Date: 06/09/2025

❖ **RESIGNATION/TERMINATION/NON-RENEWAL - CLASSIFIED STAFF**

SARAH CONNEL

Paraeducator - TEC

Employed by District 624 since 09/06/2022

Effective Date: 06/06/2025

AMANDA KAPHING

Lunchroom/Playground Supervisor - North Star Elementary
Employed by District 624 since 08/28/2023
Effective Date: 04/21/2025

AMANDA KAPHING

OST Program Assistant - Otter Lake Elementary
Employed by District 624 since 08/28/2023
Effective Date: 04/21/2025

CALVIN LAMKIN

Paraeducator - Mariner Middle School
Employed by District 624 since 11/20/2023
Effective Date: 06/06/2025

HALLIE MAROUSHEK

Lunchroom/Playground Supervisor - Vadnais Heights Elementary
Employed by District 624 since 09/18/2024
Effective Date: 04/10/2025

HALLIE MAROUSHEK

OST Program Assistant - Vadnais Heights Elementary
Employed by District 624 since 09/18/2024
Effective Date: 04/10/2025

RYAN SPARKS

Paraeducator - Mariner Middle School
Employed by District 624 since 11/13/2023
Effective Date: 04/17/2025

❖ **RESIGNATION/TERMINATION/NON-RENEWAL - NON-AFFILIATED STAFF**

SARAH ANDRE

Controller - District Center
Employed by District 624 since 09/27/2023
Effective Date: 06/25/2025

MIRANDA BROWN

OST Site Supervisor - Birch Lake Elementary
Employed by District 624 since 03/03/2025
Effective Date: 04/25/2025

JEFFERY WILLEY

Theater Technical Director - District Wide
Employed by District 624 since 08/01/2023
Effective Date: 05/05/2025

❖ **RETIREMENT - CERTIFIED STAFF**

DAWN BRUESS

Special Education Teacher - Vadnais Heights Elementary
Employed by District 624 since 08/23/1999
Effective Date: 06/09/2025

❖ **RETIREMENT - CLASSIFIED STAFF**

MARUTA KANCANS

Paraeducator - Normandy Park
Employed by District 624 since 08/27/2008
Effective Date: 06/06/2025

DIANE ROULEAU

Paraeducator - WBLAHS
Employed by District 624 since 05/22/1997
Effective Date: 06/06/2025

❖ **EXTRA ASSIGNMENT - CERTIFIED STAFF**

JACOB ZISLA

0.125 FTE Position - WBLAHS
MA+60 Step 13, \$1,480.09
Effective Date: 05/07/2025 - 06/06/2025

❖ **CHANGE IN ASSIGNMENT - NON-AFFILIATED STAFF**

JENNIFER GREENE

From Technology Support Field Technician - District Service Center
To Applications Support Specialist - District Service Center
From \$69,368.00 To \$72,000
Effective Date: 05/01/2024

PATRICK SUKO

Network Engineer - District Service Center
From \$85,000 To \$106,750
Effective Date: 07/01/2024

❖ **FULL-TIME LEAVE OF ABSENCE - CERTIFIED STAFF**

ABIGAIL ANDERSON

Special Education Teacher - Central Middle School
Employed by District 624 since 08/30/2021
Effective Date: 04/28/2025 - 06/09/2025

TERI BECKERS

2nd Grade Teacher - Lincoln Elementary
Employed by District 624 since 08/23/1999
Effective Date: 2025-2026 School Year

ALEXANDER CARLSON

Social Studies Teacher - WBLAHS
Employed by District 624 since 08/27/2009
Effective Date: 05/02/2025 - 06/09/2025

KELSEY GRONHOVD

Language Arts Teacher - WBLAHS
Employed by District 624 since 08/24/2020
Effective Date: 01/02/2025 - 05/02/2025

JEFFREY WAGNER

Math Teacher - Mariner Middle School
Employed by District 624 since 08/23/1999
Effective Date: 04/22/2025 - 06/09/2025

❖ **NEW PERSONNEL - CERTIFIED STAFF**

LILLIAN CHRISTENSEN

Art Teacher - Birch Lake and Oneka Elementary
1.0 FTE BA Step 2 \$52,272
Effective Date: 08/25/2025

LYNDA HARTMANN

Special Education Teacher - Vadnais Heights Elementary
1.0 FTE MA Step 8 \$70,285
Effective Date: 08/25/2025

JENNIFER ORTEGA GARCIA

Kindergarten Dual Immersion Teacher - Otter Lake Elementary
1.0 FTE BA Step 1 \$51,257
Effective Date: 08/25/2025

VANESA LARA-NOVALBOS

Kindergarten Dual Immersion Teacher - Matoska International
1.0 FTE BA Step 1 \$51,257
Effective Date: 08/25/2025

JENNA VISLISEL

IB Coordinator - Matoska International
0.5 FTE BA Step 1 \$35,142
Effective Date: 08/25/2025

❖ **NEW PERSONNEL - CLASSIFIED STAFF**

ANDRES ALCALA

Paraeducator - Otter Lake Elementary
\$22.91 per hour, 32.5 hours per week
Effective Date: 04/28/2025

LANA BOWSER

Paraeducator - WBLAHS
\$22.91 per hour, 32.5 hours per week
Effective Date: 05/05/2025

DAVID CREMERS

Paraeducator - Central Middle School
\$22.91 per hour, 32.5 hours per week
Effective Date: 04/14/2025

DAMARI PORTER

Paraeducator - Birch Lake Elementary
\$22.91 per hour, 32.5 hours per week
Effective Date: 04/22/2025

LISA DELAMBO

Paraeducator - Vadnais Heights Elementary
\$22.91 per hour, 32.5 hours per week
Effective Date: 04/10/2025

GRACE EGGAN

NS Assistant - WBLAHS
\$19.31 per hour, 18.75 hours per week
Effective Date: 04/21/2025

NELDA HENDERSON

Instructional Assistant - Otter Lake Elementary
\$21.52 per hour, 32.5 hours per week
Effective Date: 09/02/2025

ADEN HERB

OST Program Assistant - Oneka Elementary
\$19.39 per hour, 15-17.49 hours per week
Effective Date: 04/14/2025

DIRIDES HUDON

Instructional Assistant - Otter Lake Elementary
\$21.52 per hour, 32.5 hours per week
Effective Date: 09/02/2025

JOHANNA JOHNSON

Instructional Assistant - Otter Lake Elementary

\$21.52 per hour, 32.5 hours per week

Effective Date: 09/02/2025

REBECCA MUENCH

Paraeducator - WBLAHS

\$22.91 per hour, 32.5 hours per week

Effective Date: 05/01/2025

JEROME SCHULTZ

Custodian - Mariner Middle School/ALC

\$22.79 per hour, 40 hours per week

Effective Date: 04/21/2025

MICHAEL TIERNEY

Custodian - Central Middle School

\$22.79 per hour, 40 hours per week

Effective Date: 06/09/2025

SAMANTHA WIENER

Health Assistant - Matoska International

\$23.05 per hour, 37.5 hours per week

Effective Date: 08/25/2025

❖ **NEW PERSONNEL - PROFESSIONAL STAFF**

ANNA BRAUN

Student Support Services Coordinator - District-Wide

40 hours per week \$120,000 annually

Effective Date: 07/01/2025

LISA DEXTER

Student Support Services Coordinator - District-Wide

40 hours per week \$120,000 annually

Effective Date: 07/01/2025

❖ **LONG-TERM SUBSTITUTE - CERTIFIED STAFF**

CHRISTINE ANSELL

ECFE Teacher - Normandy Park

0.5 FTE MA Step 8 \$2,717.20

Effective Date: 04/28/2025 - 06/09/2025

MADILYN GIESKE

Special Education Teacher - Otter Lake Elementary

1.0 FTE BA Step 1 \$7,397.91

Effective Date: 08/25/2025 - 11/17/2025

ALAINA UECKER

5th Grade Teacher - Otter Lake Elementary

1.0 FTE BA Step 2 \$6,062

Effective Date: 08/25/2025 - 11/17/2025

AGENDA ITEM: **Quarterly Investment Update**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Information Item**

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

BACKGROUND:

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

Below you will find the information concerning our investments as of quarter-end. The supply of U.S. Treasury Bills is expected to decline as the U.S. Treasury approaches the limit of its extraordinary measures, which may put downward pressure on the money market yield curve and potential future interest earnings. Nonetheless, the District’s total overall aggregate general operating funds and bond proceeds funds follow the District’s investment policy statement and Minnesota state statutes (Minnesota Statute 118A.04) as all the investment holdings are of extremely high quality. In addition, the District’s Other Post-Employment Benefits (“OPEB”) Trust fund is also in compliance with Minnesota Statute 356A.

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

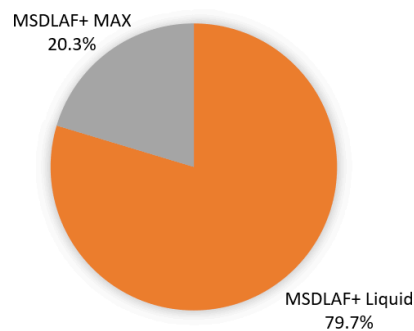
This quarterly memorandum is submitted in compliance with the Board Policy mandate. For the period ending March 31, 2025, the District’s overall operating and bond proceeds funds had the following characteristics:

Operating and Debt Funds Portfolio Summary		
Portfolio Holdings	Closing Market Value	Current Yield
MSDLAF+ Liquid Class	\$85,660,968.03	4.15%
MSDLAF+ MAX Class	\$21,876,327.42	4.28%
MSDLAF+ Managed Accounts	\$0.00	N/A
<u>Total</u>	<u>\$107,537,295.45</u>	

Operating and Debt Funds Portfolio Summary		
Type of Funds	Market Value	% of Assets
Temporarily Restricted Funds	\$93,403,659.93	86.9%
Unrestricted Funds	\$14,133,635.52	13.1%
<u>Total</u>	<u>\$107,537,295.45</u>	<u>100.0%</u>

Operating and Debt Funds Investment Allocation		
Investment Type	Closing Market Value	Percent
U.S. Treasuries	\$0.00	0.00%
Federal Agencies	\$0.00	0.00%
Certificates of Deposit	\$0.00	0.00%
Commercial Paper	\$0.00	0.00%
Municipal Bonds	\$0.00	0.00%
LGIP	\$107,537,295.45	100.00%
<u>Total</u>	<u>\$107,537,295.45</u>	<u>100.00%</u>

SECTOR ALLOCATION



DURATION DISTRIBUTION



The second quarter of 2025 got off to a turbulent start as the markets reacted to the April 2nd announcement of tariffs on so-called “Liberation Day.” The levies, which were significantly more punitive than originally anticipated, included a flat 10% tariff on all imports as well as more focused tariffs on specific countries with which the U.S. runs large trade deficits.

Several major Wall Street firms reacted to the tariffs by lowering growth forecasts and increasing inflation expectations for the 2025 calendar year. Equity prices declined by

nearly 10% and the yield on the 5-year U.S. Treasury fell by over 25 basis points over the two-day period following the announcement.

At the Federal Open Market Committee (“FOMC”) meeting several weeks earlier, the Federal Reserve (the “Fed”) held the target range for the Federal Funds rate steady at 4.25% to 4.50%. The Fed’s “dot plot” continued to show a total of 50 basis points of rate cuts over the balance of the 2025 calendar year while its Summary of Economic Projections showed worse outlooks for GDP and PCE inflation. The Federal Reserve extended its “wait and see” posture at the March Federal Open Market Committee meeting, holding the Federal Funds rate at 4.25% – 4.50%. The Fed’s new economic projections included upward revisions to inflation and downward revisions to growth expectations.

In Fed Chair Jerome Powell’s post-meeting press conference, he emphasized the high level of uncertainty and increased risks to the economic outlook due to the unknown impact of policy changes. He noted that the Fed will remain patient and is well-positioned to react to any increases in inflation or deterioration of labor markets.

Market sentiment continued to worsen in March. The University of Michigan’s Consumer Sentiment index fell to the lowest level since July of 2022, while one-year inflation expectations also jumped significantly to 5.0%, representing the highest level since November of 2022. U.S. consumers were notably more anxious in March, with the University of Michigan’s closely watched index of consumer sentiment falling by 11.9% to 57.0 from 65.7 in February. This marks its third straight month of declines and the survey’s lowest level since November of 2022, as consumers continue to worry about potential outcomes of ongoing policy developments.

The month-over-month change in the core Personal Consumption Expenditures (“PCE”) index, which is the Fed’s preferred measure of inflation, increased at the fastest pace in over a year. Prices on durable goods, which are items expected to last several years, rose at the fastest pace since September of 2022. This is particularly noteworthy because these price increases occurred prior to the implementation of any tariffs. Headline inflation (“CPI”) came in at 0.2% in February, a drop from January’s high of 0.5%, as the year-over-year rate eased to 2.8%. Core CPI, which excludes the volatile food and energy sectors, slowed to 3.1% on an annual basis, the lowest since April of 2021. Cooler energy prices as well as moderating food prices helped lower inflation readings in February.

Consumer spending for February rose by 0.1% on an inflation-adjusted basis, led by a jump in goods spending. The personal savings rate increased as income growth exceeded spending during the month. On a non-inflation-adjusted basis, consumer spending rose by 0.4% in February, after a 0.3% decline in January. This was supported by outlays on long-lasting durable goods such as vehicles as consumers attempted to preempt potential tariffs. However, consumer anxiety appears evident, as some services that are more discretionary are starting to register weakness, with receipts at restaurants, hotels, and motels dropping by 15%.

Non-farm payrolls in March significantly exceeded expectations and grew by 228,000 jobs while the unemployment rate ticked up slightly to 4.2%. While the releases continue to point to a steady labor market, it was largely overshadowed by the tariff news earlier in the first week of April.

The ISM manufacturing purchasing managers' index reading fell to 49.0 in the month of March after two months of expansion, including a multi-year high. This contractionary reading aligns with concerns over the impact of tariffs on manufacturing, with the new orders index contracting for a second month in a row, while the prices index surged to 62.4, indicating slowing demand and rising prices.

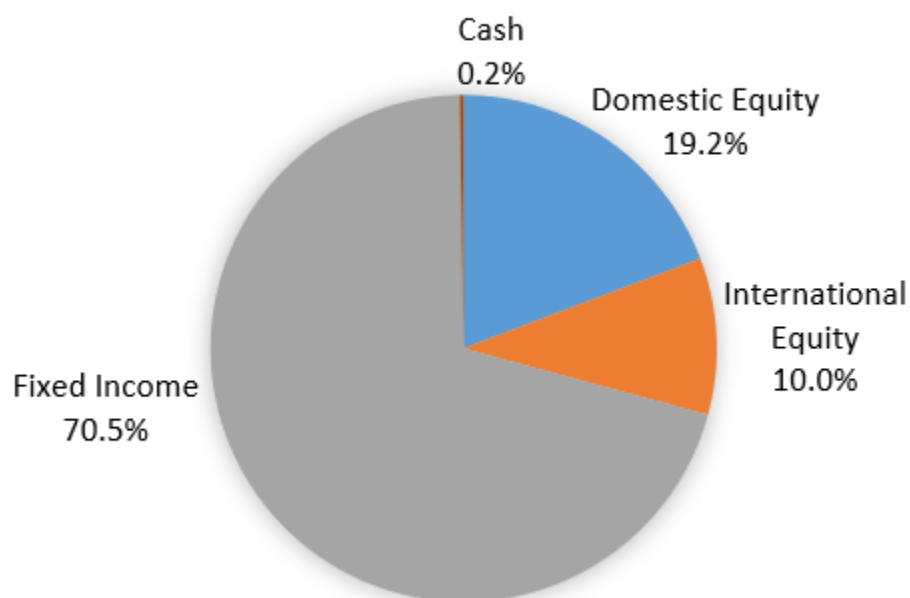
U.S. Treasury yields between six months and seven years declined during March and were led lower by deteriorating growth expectations over the intermediate term. Meanwhile, the yield on the 10-year U.S. Treasury was essentially unchanged. In early April, yields fell significantly across the yield curve in response to tariff news.

Yields on 3-month, 2-year, and 10-year U.S. Treasuries ended the quarter at 4.30%, 3.88%, and 4.21%, respectively. The move lower in yields resulted in positive fixed income total returns for the quarter.

A reduction in the supply of U.S. Treasury Bills continues to put downward pressure on the money market yield curve. Meanwhile, credit spreads in the short end of the curve have eased, though existing supply has tightened up heading into quarter-end.

The OPEB Trust account managed by the District at the end of the quarter totaled: ~\$32,609,955. As of March 31, 2025, the OPEB investment portfolio was diversified and allocated as follows:

OPEB TRUST SECTOR ALLOCATION



Some investors believe that the U.S. and other major economies are likely to enter a recession in calendar year 2025. Tariff-induced inflation may limit the ability of central banks to respond, thus prolonging the downturn. If this were to happen, the S&P 500 will most likely drop by calendar year-end 2025. Defensive sectors would most likely fare better than cyclical ones, and although non-U.S. stocks may struggle during a potential recession, they will likely outperform their U.S. peers once the global economy recovers. Above-target inflation and concerns over the passage of even more unfunded tax cuts could keep the 10-year U.S. Treasury yield elevated over the coming months. Ultimately, however, the yield will drop to approximately 3.25% if the Fed is forced to cut rates aggressively. Though down, the U.S. dollar should regain its footing over the coming months before beginning a long-term downward trend again, as the yen may be the currency of favor for the remainder of the calendar year. Nevertheless, a possible global economic downturn would cause the price of Brent crude oil to temporarily fall to maybe \$50 per barrel and the price of copper to drop to around \$3 per pound. Market analysts and economists favor the latter over a long-term horizon as the bull market in gold has further to run.

While financial market sentiment has quickly turned negative amidst cuts to government funding/jobs, elevated uncertainty, and now new tariff announcements, the latest labor market data did not show a clear weakening. This included stable hiring trends, low and steady layoffs through late-March, an unemployment rate still in a 4.0% – 4.2% range, and strong recent payroll gains.

That said, the latest labor market data already feel somewhat stale given recent tariff developments. In early April, President Trump announced his long-awaited tariff plan, establishing a base 10% levy on all imports, with some expected to be much higher. The initial assessment is that the announced tariffs will significantly raise the effective U.S. tariff rate to more than 20%, compared to the near 3% at the start of the calendar year and matching levels not seen in over a century. In most investors' view, such a major jolt of protectionism materially increases the risks of lower growth and higher inflation. It also suggests unprecedented policy uncertainty could weigh even heavier on hiring into the spring and summer – risking a higher unemployment rate later this calendar year.

The baseline forecast entering calendar year 2025 was that the likelihood of a recession in the U.S. economy was relatively low. However, broad-based tariffs at this level, if held in place, undoubtedly could push those chances up to less comfortable levels.

The U.S. economy contracted for the first time in three years at the start of 2025, as a surge in imports ahead of tariffs weighed on first quarter calendar year 2025 GDP growth. Policy tensions have yet to be seen in economic data, which remain somewhat resilient. However, large policy shocks now represent the biggest threat to the life of the U.S. expansion. The “tariff war” after April 2nd, if implemented, could push the effective tariff rate to near 28%, over 10-times its 2.5% rate at calendar year-end 2024 and the highest since the 1990 calendar year. Some still expect a soft, though bumpy landing, though risks have increased as heightened policy risk has increased recession risk to 40%. Unexpected weakness to first quarter calendar year 2025 GDP growth, driven by both weather and policy, could leave the economy more vulnerable to anything else that could go wrong later this calendar year.

The S&P 500 index posted a -4.3% return for the first quarter of the 2025 calendar year. During the quarter, the S&P's performance was negative for two out of three months, posting a quarter-high of 2.9% in January, and a low of -5.6% in March. Markets outside of the United States outperformed their U.S. counterparts. Earnings growth expectations are positive across global equities, but tariff impact needs to be closely monitored for any impact on profit margins. In the U.S., any tax cuts/deregulation initiatives are positives while near term headwinds from tariff uncertainty could impact both earnings growth expectations and profit margins negatively. U.S. equities experienced increased volatility in the first quarter of the 2025 calendar year and credit markets widened from historical lows – both still remain expensive relative to history and are susceptible to increased economic uncertainty. International equities look attractive but continued economic and geopolitical uncertainty is leading to increased volatility. Geopolitical risks continue to remain elevated. Prospects of a peace deal in the Middle East and Russia/Ukraine are positives, while reciprocity in global tariffs and strained relationships with major trading partners for the U.S. due to ongoing tariffs could cause economic and political uncertainty going forward.

For the period ending March 31, 2025, the OPEB Trust account had the following returns:

Portfolio / Benchmark	Quarter-To-Date Return	Past Year	Past 3 Years	Past 5 Years	Since Inception
OPEB Trust Account	1.32%	5.43%	2.34%	5.52%	4.50%
Blended Benchmark	1.52%	5.57%	2.59%	4.41%	4.15%
<i>Difference</i>	<i>-0.20%</i>	<i>-0.14%</i>	<i>-0.25%</i>	<i>+1.11%</i>	<i>+0.35%</i>

AGENDA ITEM: **Quarterly Revenue and Expenditure Report**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Information Item**

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

BACKGROUND:

The enclosed report provides a detailed summary of revenues and expenditures for the third quarter of the current fiscal year, with comparative data from the two preceding fiscal years. The data highlights trends in both revenue and expenditure patterns, allowing for a broader understanding of fiscal performance over time.

White Bear Lake Area Schools
Quarterly Finance Report - Expenditures by Program
As of March 31, 2025

	FY2022-23				FY2023-24				FY2024-25		
	Revised Budget	YTD	YTD/ Budget	Actual	Revised Budget	YTD	YTD/ Budget	Actual	Revised Budget	YTD	YTD/ Budget
Revenue:											
Local sources											
Property taxes	26,359,612	13,408,977	51%	26,687,502	28,477,369	15,472,474	54%	29,212,856	28,904,497	15,310,361	53%
LTFM property taxes	6,184,264	3,723,777	60%	6,184,264	4,332,868	2,333,444	54%	4,332,868	6,470,399	3,449,700	53%
Investment earnings	150,000	470,120	313%	326,516	150,000	578,590	386%	332,248	200,000	575,052	288%
Other	2,382,710	2,337,788	98%	3,231,437	2,451,726	2,588,946	106%	4,259,832	2,192,586	3,211,737	146%
State sources	68,196,524	50,066,210	73%	67,971,854	74,032,110	52,379,776	71%	74,670,118	76,247,588	57,130,970	75%
Special Education	18,569,607	10,075,298	54%	19,930,092	25,088,944	8,425,905	34%	25,412,280	26,900,858	15,622,969	58%
Federal sources	3,224,548	1,143,325	35%	2,899,968	3,346,565	1,084,850	32%	3,427,286	3,323,078	2,086,110	63%
Federal COVID-19 relief funding	3,926,094	5,768,825	147%	3,037,439	753,820	2,480,765	329%	1,049,766	-	956,774	0%
Revenues Total	128,993,359	86,994,320		130,269,072	138,633,402	85,344,750		142,697,254	144,239,006	98,343,673	
Expenditures by Program:											
Administration	4,980,983	3,720,043	75%	4,949,923	5,180,459	3,804,181	73%	5,212,280	5,062,022	3,570,733	71%
District support services	2,585,049	2,179,699	84%	2,717,001	2,874,995	2,124,881	74%	2,931,237	2,987,475	2,317,112	78%
Elementary and secondary regular instruction	54,777,130	36,336,536	66%	54,452,123	52,889,120	38,009,583	72%	57,337,875	56,403,339	37,374,860	66%
Vocational education instruction	1,315,598	796,530	61%	1,745,537	1,533,006	976,427	64%	1,787,380	1,205,677	780,898	65%
Special education instruction	28,296,421	17,367,104	61%	27,970,664	30,531,261	19,316,198	63%	30,118,015	31,803,692	20,166,321	63%
Instructional support services	10,310,669	6,188,828	60%	9,365,907	10,996,425	6,689,144	61%	10,056,848	10,229,488	7,085,633	69%
Pupil support services	5,753,457	3,815,520	66%	6,023,377	6,224,258	4,323,025	69%	6,426,638	6,655,045	4,949,553	74%
Transportation	9,431,685	5,849,382	62%	9,339,415	9,682,002	5,410,421	56%	9,580,355	10,021,372	6,521,903	65%
Sites and buildings	9,502,984	6,932,661	73%	8,749,790	9,531,559	6,302,209	66%	9,217,328	10,197,909	7,647,218	75%
Long Term Facilities Maintenance	6,184,263	(1,748,192)	-28%	6,184,263	4,332,868	3,643,196	84%	4,332,866	6,470,399	2,216,721	34%
Fiscal and other fixed cost programs	489,541	600,003	123%	600,003	671,531	681,258	101%	681,258	772,261	778,891	101%
Debt service											
Principal	715,000	842,267	118%	817,244	1,516,548	1,427,516	94%	1,427,516	1,516,548	1,499,758	99%
Interest and fiscal charges	243,350	243,318	100%	268,342	243,350	229,709	94%	229,709	243,350	169,220	70%
Expenditures Total	134,586,130	83,123,699		133,183,589	136,207,382	92,937,748		139,339,305	143,568,577	95,078,821	
Revenues Over/(Under) Expenses	(5,592,771)	3,870,621		(2,914,517)	2,426,020	(7,592,998)		3,357,949	670,429	3,264,852	

White Bear Lake Area Schools
Quarterly Finance Report - Expenditures by Program and Object
As of March 31, 2025

	FY2022-23				FY2023-24				FY2024-25		
	Revised Budget	YTD	YTD/ Budget	Actual	Revised Budget	YTD	YTD/ Budget	Actual	Revised Budget	YTD	YTD/ Budget
Revenue:											
Local sources											
Property taxes	26,359,612	13,408,977	51%	26,687,502	28,477,369	15,472,474	54%	29,212,856	28,904,497	15,310,361	53%
LTFM property taxes	6,184,264	3,723,777	60%	6,184,264	4,332,868	2,333,444	54%	4,332,868	6,470,399	3,449,700	53%
Investment earnings	150,000	470,120	313%	326,516	150,000	578,590	386%	332,248	200,000	575,052	288%
Other	2,382,710	2,337,788	98%	3,231,437	2,451,726	2,588,946	106%	4,259,832	2,192,586	3,211,737	146%
State sources	68,196,524	50,066,210	73%	67,971,854	74,032,110	52,379,776	71%	74,670,118	76,247,588	57,130,970	75%
Special Education	18,569,607	10,075,298	54%	19,930,092	25,088,944	8,425,905	34%	25,412,280	26,900,858	15,622,969	58%
Federal sources	3,224,548	1,143,325	35%	2,899,968	3,346,565	1,084,850	32%	3,427,286	3,323,078	2,086,110	63%
Federal COVID-19 relief funding	3,926,094	5,768,825	147%	3,037,439	753,820	2,480,765	329%	1,049,766	-	956,774	0%
Revenues Total	128,993,359	86,994,320		130,269,072	138,633,402	85,344,750		142,697,254	144,239,006	98,343,673	
Expenditures by Program and Object:											
Administration											
Salaries	3,439,759	2,623,994	76%	3,454,253	3,600,436	2,660,963	74%	3,624,475	3,500,106	2,468,775	71%
Employee benefits	1,241,355	916,323	74%	1,215,915	1,287,059	943,022	73%	1,279,519	1,257,703	918,249	73%
Purchased services	221,324	127,955	58%	182,227	214,459	141,124	66%	214,369	226,708	111,109	49%
Supplies and materials	16,321	22,323	137%	24,294	16,321	21,670	133%	25,087	16,321	24,748	152%
Other expenditures	62,224	29,448	47%	73,234	62,184	37,402	60%	68,830	61,184	47,852	78%
Total administration	4,980,983	3,720,043		4,949,923	5,180,459	3,804,181		5,212,280	5,062,022	3,570,733	
District support services											
Salaries	1,516,819	1,138,877	75%	1,525,340	1,678,760	1,152,401	69%	1,633,538	1,629,371	1,220,244	75%
Employee benefits	541,198	421,789	78%	558,970	579,505	425,076	73%	602,250	645,857	486,101	75%
Purchased services	383,759	473,923	123%	464,465	473,457	458,113	97%	640,977	473,457	486,202	103%
Supplies and materials	117,730	131,458	112%	155,652	117,730	83,075	71%	113,835	213,247	108,874	51%
Capital expenditures	-	2,989	0%	4,038	-	-	0%	-	-	-	0%
Other expenditures	25,543	10,663	42%	8,536	25,543	6,216	24%	(59,363)	25,543	15,691	61%
Total district support services	2,585,049	2,179,699		2,717,001	2,874,995	2,124,881		2,931,237	2,987,475	2,317,112	
Elementary and secondary regular instruction											
Salaries	37,629,838	23,318,222	62%	36,980,820	35,731,061	23,106,877	65%	37,224,357	38,772,355	23,866,719	62%
Employee benefits	12,766,082	9,701,396	76%	12,811,977	12,670,220	9,771,847	77%	13,307,350	13,672,720	10,120,904	74%
Purchased services	1,440,224	1,541,411	107%	2,043,393	1,944,797	1,674,067	86%	2,589,698	1,134,576	1,542,020	136%
Supplies and materials	2,449,783	1,415,914	58%	1,818,139	2,076,051	3,147,690	152%	3,547,661	2,361,205	1,537,959	65%
Capital expenditures	219,873	181,865	83%	332,198	217,102	128,724	59%	147,608	213,418	124,083	58%
Other expenditures	271,330	177,728	66%	465,596	249,889	180,378	72%	521,201	249,889	183,175	73%
Total elementary and secondary regular instruction	54,777,130	36,336,536		54,452,123	52,889,120	38,009,583		57,337,875	56,404,163	37,374,860	

	FY2022-23				FY2023-24				FY2024-25		
	Revised Budget	YTD	YTD/Budget	Actual	Revised Budget	YTD	YTD/Budget	Actual	Revised Budget	YTD	YTD/Budget
Vocational education instruction											
Salaries	779,847	465,279	60%	1,073,137	934,384	463,594	50%	1,144,997	695,924	418,449	60%
Employee benefits	271,572	183,200	67%	382,302	315,625	181,972	58%	266,170	223,957	148,264	66%
Purchased services	231,063	115,434	50%	234,208	236,787	287,906	122%	310,868	242,796	170,612	70%
Supplies and materials	33,116	25,647	77%	44,910	46,210	28,575	62%	45,098	43,000	43,498	101%
Capital expenditures	-	6,970	0%	6,970	-	14,380	0%	14,380	-	-	0%
Other expenditures	-	-	0%	4,010	-	-	0%	5,867	-	75	0%
Total vocational education instruction	1,315,598	796,530		1,745,537	1,533,006	976,427		1,787,380	1,205,677	780,898	
Special education instruction											
Salaries	19,074,647	11,841,413	62%	18,828,451	20,356,757	12,943,622	64%	20,065,787	21,370,583	13,475,908	63%
Employee benefits	7,293,141	4,936,358	68%	7,232,011	8,229,781	5,573,462	68%	7,905,145	8,454,989	5,846,294	69%
Purchased services	1,643,801	452,979	28%	1,596,475	1,779,324	597,446	34%	1,831,335	1,806,545	694,193	38%
Supplies and materials	184,279	128,484	70%	208,054	114,846	99,451	87%	115,406	120,198	146,546	122%
Capital expenditures	70,000	4,385	6%	7,545	20,000	98,457	492%	98,457	20,000	-	0%
Other expenditures	30,553	3,485	11%	98,128	30,553	3,760	12%	101,885	30,553	3,380	11%
Total special education instruction	28,296,421	17,367,104		27,970,664	30,531,261	19,316,198		30,118,015	31,802,868	20,166,321	
Instructional support services											
Salaries	5,726,336	3,455,048	60%	5,644,536	7,066,229	3,521,255	50%	5,991,057	5,969,349	3,542,001	59%
Employee benefits	2,010,913	1,382,594	69%	1,961,456	1,601,383	1,368,593	85%	1,909,651	1,862,489	1,307,064	70%
Purchased services	696,329	288,543	41%	403,913	586,630	362,519	62%	555,420	586,133	573,549	98%
Supplies and materials	1,868,498	774,820	41%	954,908	1,233,590	1,364,025	111%	1,494,482	1,302,924	1,589,234	122%
Capital expenditures	-	9,887	0%	48,465	-	38,901	0%	44,368	500,000	7,374	1%
Other expenditures	8,593	277,936	3234%	352,629	508,593	33,851	7%	61,870	8,593	66,411	773%
Total instructional support services	10,310,669	6,188,828		9,365,907	10,996,425	6,689,144		10,056,848	10,229,488	7,085,633	
Pupil support services											
Salaries	3,819,772	2,435,840	64%	3,734,653	4,213,906	2,799,862	66%	4,091,995	4,502,387	2,911,538	65%
Employee benefits	1,568,230	960,744	61%	1,370,503	1,672,710	1,145,160	68%	1,565,867	1,791,320	1,314,154	73%
Purchased services	275,084	324,075	118%	451,382	309,081	250,647	81%	590,978	335,251	606,785	181%
Supplies and materials	90,371	93,023	103%	231,976	28,561	94,979	333%	155,235	26,087	116,616	447%
Capital expenditures	-	-	0%	94,343	-	-	0%	-	-	-	0%
Other expenditures	-	1,838	0%	140,520	-	32,377	0%	22,563	-	460	0%
Total pupil support services	5,753,457	3,815,520		6,023,377	6,224,258	4,323,025		6,426,638	6,655,045	4,949,553	

	FY2022-23				FY2023-24				FY2024-25		
	Revised Budget	YTD	YTD/Budget	Actual	Revised Budget	YTD	YTD/Budget	Actual	Revised Budget	YTD	YTD/Budget
Transportation											
Salaries	1,608,423	1,093,676	68%	1,572,101	1,712,283	1,126,360	66%	1,793,798	2,040,826	1,300,118	64%
Employee benefits	544,619	385,133	71%	533,812	557,071	374,853	67%	591,264	664,530	462,485	70%
Purchased services	6,309,071	3,532,724	56%	6,298,333	6,433,076	3,433,178	53%	6,497,625	6,336,444	4,360,244	69%
Supplies and materials	469,572	374,304	80%	471,624	469,572	326,681	70%	424,355	469,572	265,873	57%
Capital expenditures	500,000	463,545	93%	463,545	510,000	149,349	29%	273,313	510,000	133,183	26%
Other expenditures	-	-	0%	-	-	-	0%	-	-	-	0%
Total transportation	9,431,685	5,849,382		9,339,415	9,682,002	5,410,421		9,580,355	10,021,372	6,521,903	
Sites and buildings including LTFM											
Salaries	3,519,951	2,900,700	82%	3,583,731	3,831,227	2,961,699	77%	4,217,204	4,268,912	3,367,342	79%
Employee benefits	1,547,353	1,126,472	73%	1,526,777	1,910,461	1,119,846	59%	1,577,421	2,102,329	1,298,630	62%
Purchased services	8,885,154	307,221	3%	7,870,414	6,462,900	4,974,672	77%	6,375,403	8,637,228	3,653,503	42%
Supplies and materials	1,131,678	616,844	55%	903,635	1,131,678	674,792	60%	908,194	1,131,463	704,652	62%
Capital expenditures	573,926	229,822	40%	1,012,135	498,976	209,938	42%	455,887	499,191	258,616	52%
Other expenditures	29,185	3,410	12%	37,361	29,185	4,458	15%	16,085	29,185	7,256	25%
Total sites and buildings	15,687,247	5,184,469		14,934,053	13,864,427	9,945,405		13,550,194	16,668,308	9,289,999	
Fiscal and other fixed cost programs											
Purchased services	489,541	600,003	123%	600,003	671,531	681,258	101%	681,258	772,261	778,891	101%
Debt service											
Principal	715,000	842,267	118%	817,244	1,516,548	1,427,516	94%	1,427,516	1,516,548	1,499,758	99%
Interest and fiscal charges	243,350	243,318	100%	268,342	243,350	229,709	94%	229,709	243,350	169,220	70%
Total debt service	958,350	1,085,585		1,085,586	1,759,898	1,657,225		1,657,225	1,759,898	1,668,978	
Expenditures Total	134,586,130	83,123,699		133,183,589	136,207,382	92,937,748		139,339,305	143,568,577	94,504,881	
Revenues Over/(Under) Expenses	(5,592,771)	3,870,621		(2,914,517)	2,426,020	(7,592,998)		3,357,949	670,429	3,838,792	

B. PUBLIC FORUM

Listed below are the procedures for addressing the School Board on a topic of interest or concern.

1. Speakers must reside in the District, be a guardian of a student(s) in the District, be a student in the District, or be employed by the District. The School Board will give priority to individuals who wish to address a specific item that is on the agenda for that meeting. After this priority has been applied, any remaining openings to speak - up to the total of ten individuals - will be determined by lot.
2. Public Forum will be open for up to 30 minutes (3 minutes per speaker, 10 minutes per topic, no more than 3 speakers per topic). Speakers are encouraged to avoid repeating comments that other speakers have made.
3. Those who wish to address the School Board must submit a written request to speak before 3:00 pm on the day of the School Board meeting. Requests must be submitted to the following email address: publiccomment@isd624.org, or by phone at 651-407-7563.
4. The School Board Chair will call speakers to the microphone and will recognize one speaker at a time. Speakers must be in person to be recognized. Only those individuals who have been recognized by the School Board Chair will be allowed to speak during the public comment period.
5. School District policy and data privacy laws preclude the School Board from publicly discussing personnel and student matters or data, including information, which, if discussed in a public meeting could violate law or policy.
6. Members of the public may not engage in conduct that materially and substantially disrupts any part of a School Board meeting, or that otherwise impedes the School Board's ability to conduct its business in an orderly and efficient fashion.
7. If a speaker violates any of the established procedures or engages in any prohibited conduct, the Board Chair will rule the speaker out of order.
8. An appropriate school district official may be assigned to contact the speaker with answers to their questions or with follow-up information.
9. A handout on the purpose of the Public Forum and the process is available at each regular School Board meeting.
10. Citizens may be asked to address the School Board on a particular subject during the discussion of that item.

C. INFORMATION ITEMS

AGENDA ITEM: **Student Recognition**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Informational Item**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent;**
Marisa Vette, Director of Communication and
Community Relations

BACKGROUND:

We will recognize students who represented the district at a state or national level during tonight's meeting. Certificates and Bear pins have been distributed to the students. Congratulations, students!

Honoree Name	Honor
Praise Oyekunle, 12th grade	Section Speech Tournament Champion in Serious Prose Interpretation State Speech Tournament Participant NIETOC Participant in Dramatic Interpretation and Program of Oral Interpretation NSDA Tournament Participant
Madilynn Olson, 11th grade	Section Speech Tournament 2nd Place in Informative Speaking State Speech Tournament Participant
Elodie Dikeman, 10th grade	Section Speech Tournament 3rd Place in Serious Prose Interpretation State Speech Tournament Participant
Evangeline Aune, 10th grade	NIETOC Participant in Supplemental Prose
Mayar Musa, 10th grade	NIETOC Participant in Original Oratory
Aryanna Charles, 9th grade	NIETOC Participant in Original Oratory
Gia Alvar, 7th grade	State History Day Scholar - 3rd Place Group Exhibit Lewis Hine: The Crusade Against Child Labor

Brody Bartlett, 8th grade	State History Day Scholar Individual Documentary Jackie Robinson
Isla Bloomquist, 7th grade	State History Day Scholar Group Website Furman v. Georgia
Aubree Dowdle, 7th grade	State History Day Scholar - 3rd Place Group Exhibit Lewis Hine: The Crusade Against Child Labor
Elle Greeninger, 7th grade	State History Day Scholar Group Website Furman v. Georgia
Sammy Hadley, 8th grade	State History Day Scholar - Honorable Mention Group Exhibit Voting Rights Act of 1965
Sam Hager, 7th grade	State History Day Scholar - Honorable Mention Group Exhibit Miranda v. Arizona: Government's Responsibility to Safeguard Rights of the Accused
Riley Hopkins, 7th grade	State History Day Scholar - State Champion National History Day Qualifier Group Exhibit The Americans with Disabilities Act: A Nation's Responsibility to Protect the Rights of Those with Disabilities
Will Jents, 7th grade	State History Day Scholar Honorable Mention Group Documentary Gideon v. Wainwright: The Right to Counsel
Dylan Katainen, 7th grade	State History Day Scholar - Honorable Mention Group Exhibit Miranda v. Arizona: Government's Responsibility to Safeguard Rights of the Accused
Adrienne Klecker, 7th grade	State History Day Scholar - 3rd Place Group Exhibit Lewis Hine: The Crusade Against Child Labor
Sydney Larson, 7th grade	State History Day Scholar - State Champion National History Day Qualifier Group Exhibit The Americans with Disabilities Act: A Nation's Responsibility to Protect the Rights of Those with Disabilities
Miles Lindgren, 8th grade	State History Day Scholar - Honorable Mention Group Exhibit Voting Rights Act of 1965
Nick Mersch, 8th grade	State History Day Scholar - Honorable Mention Group Exhibit Voting Rights Act of 1965
Grace Newstrand, 7th grade	State History Day Scholar - 3rd Place Group Exhibit Lewis Hine: The Crusade Against Child Labor
Maddie O'Connell, 7th grade	State History Day Scholar Individual Exhibit Brown v. Board of Education
Jack Reese, 7th grade	State History Day Scholar - Honorable Mention Group Documentary Gideon v. Wainwright: The Right to Counsel
Khloe Rigwald, 7th grade	State History Day Scholar Group Website Furman v. Georgia
Brielle Runningen, 7th grade	State History Day Scholar Group Website Furman v. Georgia

Isaiah Shears, 7th grade	State History Day Scholar - Honorable Mention Group Documentary Gideon v. Wainwright: The Right to Counsel
Mitchell St. Martin, 7th grade	State History Day Scholar - Honorable Mention Group Exhibit Miranda v. Arizona: Government's Responsibility to Safeguard Rights of the Accused
Landon Walker, 7th grade	State History Day Scholar - Honorable Mention Group Exhibit Miranda v. Arizona: Government's Responsibility to Safeguard Rights of the Accused

AGENDA ITEM: **Student Liaisons to the School Board Recognition**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **Scott Arcand, School Board Chair**

BACKGROUND:

The White Bear Lake Area School Board would like to commend and recognize **Lydia Kleinhans**, 12th grade student, and **Thomas Reese**, 11th grade student, for their outstanding roles as the 2024-25 Student Representatives to the School Board.



Lydia Kleinhans



Thomas Reese

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **May 12, 2025**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Superintendent**

BACKGROUND:

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

D. DISCUSSION ITEMS

AGENDA ITEM: **Graduation Rate and Student Attendance Update**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

Dr. Alison Gillespie, Assistant Superintendent for Teaching and Learning, will share an update on our district's recently released graduation rates and take a closer look at student attendance — including how we measure it and why it matters. We will celebrate areas where students are thriving, while also highlighting where we have opportunities to improve. School leaders will join the presentation to share the strategies they are using to support student attendance and engagement, as part of our district's ongoing commitment to helping every student succeed and graduate.

Graduation and Student Attendance

Update *Celebrations, Context, and Commitment
to
Student Success*

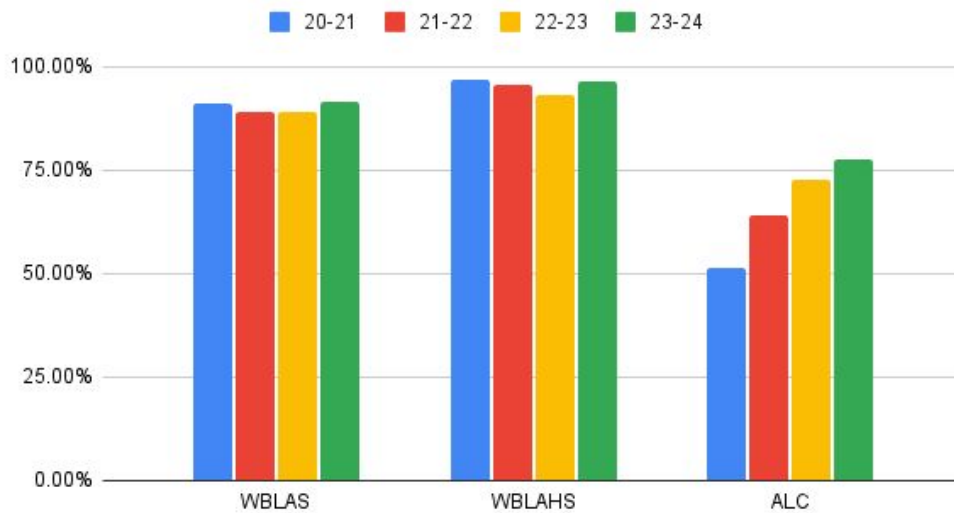
School Board Meeting
5.12.25

Purpose

- Share graduation and attendance data
- Clarify key metrics and why they matter
- Highlight what's working and where we are growing

Graduation Data Overview

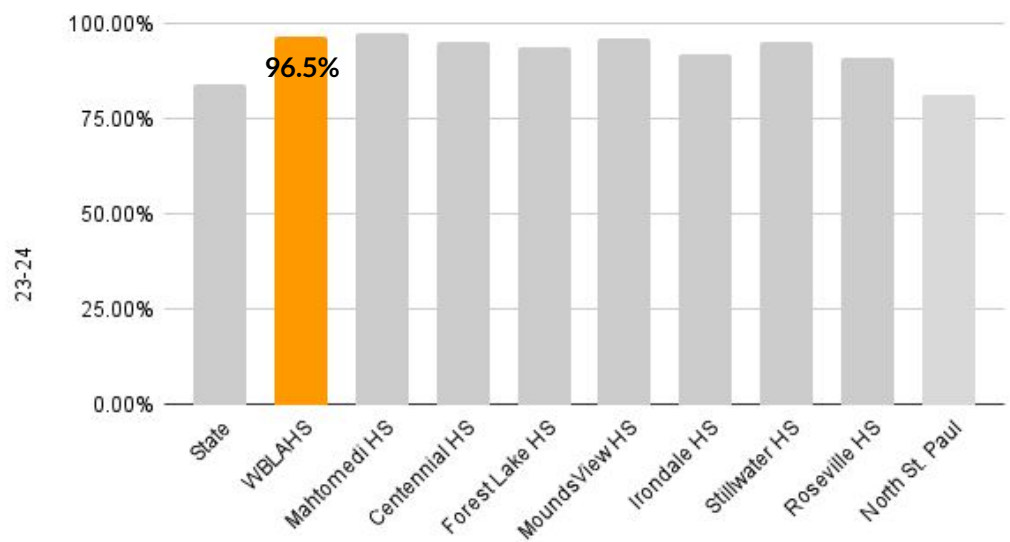
WBLAS, WBLAHS and ALC 4-year Graduation Rate



23-24
4- year Graduation Rates
WBLAS: 91.6%
• WBLAHS: 96.5%
• ALC: 77.5%

WBLAHS: 4-Year Graduation Rate

23-24: High School Graduation Rate



GO BEARS

Celebrations

WBLAHS

11 of the 17 non-graduates are currently enrolled in our 18-22 year old programming

- 482/488 or 98.8% Graduated according to Plan

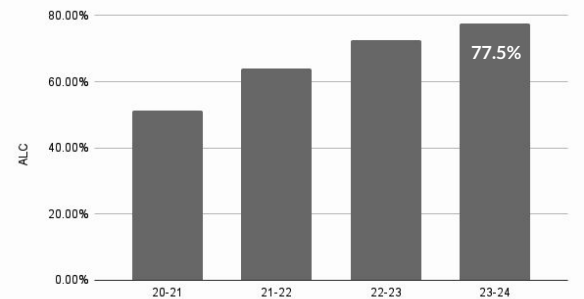
Percent of HS students needing to take developmental course work in MN colleges during first two fall terms*:



2018: 19%
2023: 9%

*Source: [MN SLEDs data](#)

ALC 4-Year Graduation Rate



Who are the 52 students who didn't graduate?

Currently Enrolled	21 students
Graduated	7 students
Continuing- Attendance (15-day drop)	7 students
Transferred schools	2 students
Unknown Reasons	15 students

= **52**

2023-24: WBLAS
4- Year Graduation
Information

WBLAHS:
17 students
ALC:
32 students
TEC:
3 students

GO BEARS



Why Attendance Matters

Regular school attendance is essential for student success.

- Students who attend school consistently perform better academically, are more engaged, and are more likely to graduate on time.
- Interventions aimed at improving attendance—especially for early education—can significantly improve academic outcomes and reduce future academic struggles.

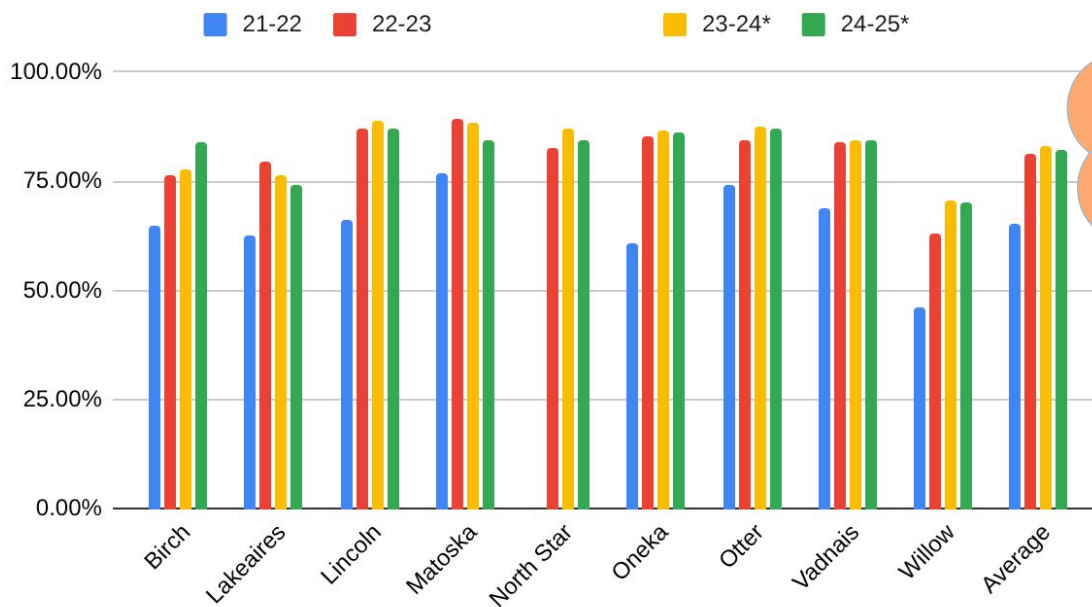
GO BEARS



Understanding Consistent Attendance

- Data released each August shows how many students in each school were present for at least 90% of the school year
 - Students must be enrolled for over half the year to be included.
- **2023-24 school year data will be released August 2025.**
- This is **one** point of data that we use as we examine student attendance.

Consistent Attendance District Data



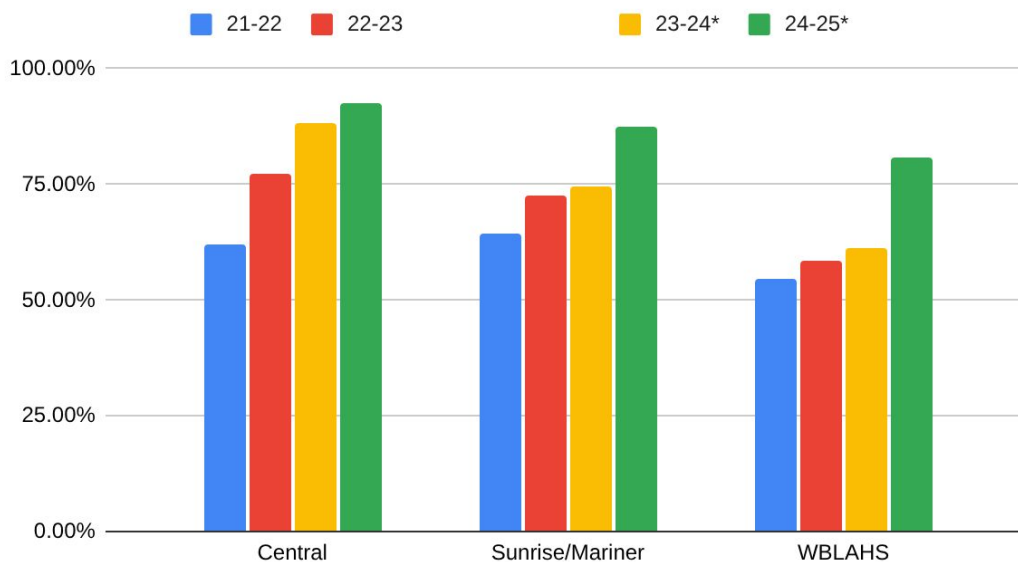
Average for Elementary

21-22: 65.11%
 22-23: 81.27%
 23-24: 83.05%
 24-25: 82.38%

WBLAS Elementary School Consistent Attendance

*Data is approximate as MDE has not released this information. Data for 24-25 is approximate to March 31, 2025.

Consistent Attendance District Data



Average for MS and HS

21-22: 60.27%
 22-23: 69.48%
 23-24: 74.73%
 24-25: 86.91%

WBLAS MS and HS Consistent Attendance Data

*Data is approximate as MDE has not released this information. Data for 24-25 is approximate to March 31, 2025.

What We're Doing About It (System-Level Strategies)

White Bear Lake Area Schools

HOW SICK IS TOO SICK FOR SCHOOL?

Is My Child Well Enough to Go to School?

This guide can help you determine if your child is healthy enough to go to school, or if they need to stay home to prevent the spread of illness.

STAY HOME IF...

- They have a **FEVER** (≥100°F).
- They are **VOMITING** (one or more episodes within 24 hrs).
- They have any **RASH** that may be disease related, or from an unknown source.
- They have **DIARRHEA**.

SEE YOU AT SCHOOL IF...

- They are fever-free for 24 hours without the use of fever reducing medication.
- They have stopped vomiting or having diarrhea for more than 24 hours.
- They have been cleared to return to school after consulting with their physician regarding a rash that may have been disease-related or of unknown origin.

What to do if your student is staying home from school.

1. Call the attendance line for your school or report the absense in ParentVUE.
2. Continue to follow these guidelines until your student is healthy enough to return.

- Streamlined attendance recording procedures K-12
- **Teaming structure at each building examines monthly attendance data and discusses individual students**
- Partnership with family and county resources when barriers to attending school persist.

GO BEARS

Voices from the Field- School Staff Sharing



Brian Morris
Principal
Lincoln Elementary



Ally Lohse
Social Worker
Central MS



Ryan Clark
Associate Principal
Mariner MS



Russ Reetz
Principal
WBLAHS

*Design
Your
Future*

*Create
Your
Success*



Moving Forward Together

- **Strengthen Internal Processes:** Tighten procedures for managing 15-drop cases to ensure timely follow-up and support.
- **Support for New Students:** Enhance support systems for middle and high school students new to our district, ensuring they have the resources needed for success.
- **Address Non-Graduates:** Implement more effective follow-up for non-graduates, particularly those with unknown reasons for not completing their education.

GO BEARS //



Moving Forward Together

- **Improve Family Communication and Engagement:** Strengthen communication with families, emphasizing the importance of attendance and its direct link to student success.
- **Align Support Systems Across the District:** Ensure that all student support systems are aligned and working cohesively to support attendance, academic, and graduation outcomes including:
 - Enhancing our ALC Programming and Credit Recovery Options

GO BEARS //

Questions?

Thank You!



AGENDA ITEM: **Policy 702, Accounting**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 702, Accounting, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes recommended to this policy are in sections I, IV, and V, and the legal and cross references.

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

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 9, 2025 or a subsequent School Board meeting agenda for action.

Adopted: April 28, 1997
Revised: August 25, 2003
Revised: November 8, 2007
Revised: December 10, 2012
Revised: June 13, 2022

White Bear Lake Area
School District #624 Policy 702
Revised: December 12, 2016
Revised: _____

702 ACCOUNTING

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. MAINTENANCE OF BOOKS AND ACCOUNTS

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

IV. PERMANENT FUND TRANSFERS

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

V. REPORTING

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

Legal References: Minn. Stat. § 123B.02 (General Powers of Independent School Districts ~~School District Powers~~)

Minn. Stat. § 123B.09 (~~School Boards~~ of Independent School Districts Powers)
Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.14, Subd. 7 (Officers of Independent School Districts Duties of School Board Clerk)
Minn. Stat. § 123B.75 (Revenue; Reporting)
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)
Minn. Stat. § 123B.78 (Cash Flow; School District Revenues; Borrowing for Current Operating Costs; Capital Expenditure Deficits)
Minn. Stat. § 123B.79 (Permanent Fund Transfers)
Minn. Stat. § 123B.80 (Exceptions for Permanent Fund Transfers)

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

AGENDA ITEM: **Policy 720, Vending Machines**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 720, Vending Machines, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes recommended to this policy are in sections III, IV, and V, and the legal and references.

The purpose of this policy is to establish procedures to govern vending machines installed in school facilities in the school district.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 9, 2025 or a subsequent School Board meeting agenda for action.

Adopted: August 27, 2001
Revised: March 9, 2009
Revised: December 10, 2018
Revised: April 11, 2022

White Bear Lake Area
School District #624 Policy 720
Revised: _____

720 VENDING MACHINES

I. PURPOSE

The purpose of this policy is to establish procedures to govern vending machines installed in school facilities in the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to contract for, supervise, maintain and account for the proceeds from vending machines located in school facilities in a manner that is fair, that maximizes the revenues from those machines, that allows those revenues to be included in the budget of the facility in which they are generated, and that establishes controls to avoid fraud, theft or the appearance of impropriety.

III. AUTHORIZATION

Automatic vending machines for the dispensing of food, beverages or other approved items are authorized in any school facility in the school district provided that all contracts for such vending machines must be approved by the ~~s~~^Superintendent or School Board as required by Minnesota Statutes, section ~~Stat. §~~ 123B.52.

IV. SUPERVISION, APPROVAL, LOCATION

- A. All vending machines shall be under the supervision of the school principal or other person in charge of the location in which the machine is located. That administrator shall be responsible to supervise the machine in compliance with this policy and any applicable laws.
- B. The items to be dispensed from a vending machine located in a school facility shall be approved by the principal or other person in charge. All food, beverages or other items approved shall be appropriate to the school setting. Machines dispensing cigarettes or tobacco products are not authorized under any circumstances. In the event a written complaint is filed with the ~~s~~^Superintendent regarding the approval or disapproval of any item, the School Board, after proper review, shall make the final determination.

- C. Vending machines may be approved that will dispense items only during certain hours, through the use of timers or otherwise. Vending machines should not be operated in competition with the school cafeteria or food service. The machine supervisor (as designated above) may regulate the hours of operation of any machine.
- D. Vending machines shall be located to meet any applicable building, fire or life/safety codes and to provide convenience of operation, accessibility and ease of maintenance. The principal or other person in charge of the facility shall review the location of each machine with appropriate maintenance and food service staff.

V. CONTRACT APPROVAL

- A. All contracts for the purchase or rental of vending machines shall be considered by the ~~s~~Superintendent on a district-wide basis.
- B. The contracting process shall be conducted in compliance with the Minnesota Statutes, section ~~Stat. §~~ 123B.52. A copy of this policy shall be included in any specifications or request for proposals or quotations. A record shall be kept of all bids or quotations received with the names, amounts, and successful bidder indicated. All bids and quotations shall be kept on file as a public record for a period of at least one year after their receipt.
- C. Any bid or quotation must specify all commissions to be paid from the machine and any other non-commission amounts to be paid as a result of the award of the contract. The non-commission amounts include, but are not limited to, cash payments, in-kind payments, equipment donations, scholarship contributions, bonus payments, or other payments or contributions of any kind or nature. The non-commission amounts shall be reduced to a cash equivalency and shall be specified on the bid or quotation as an additional amount to be paid for the award of the contract.
- D. If a contract contains a provision allowing exclusivity, such as all machines in the building carrying only a certain manufacturer's brand of beverage, that provision must be reviewed by the administration prior to requesting bids or quotations to ensure that it does not conflict with other contracts of the school district.
- E. All contracts for vending machines must be approved by the School Board, Superintendent, or Assistant Superintendent for Finance and Operations, pursuant to Minnesota Statutes, section 123B.52, subdivision 2. Any contract not made in compliance with this policy shall be void.

Any district employee signing an unauthorized contract may be subject to personal liability thereon and may be disciplined for said action.

- F. All vending machines are to be installed at the expense of the facility in which it is located. All financial responsibility for the maintenance and repair of machines shall remain with the individual facility in which located to the extent not addressed in the contract.
- G. No teacher, administrator, school district employee or School Board member shall be interested, directly or indirectly, in a vending machine contract with the school district or personally benefit financially therefrom.

VI. ACCOUNTING

- A. Proceeds from vending machine sales and contracts shall be under the control of the School Board, shall be accounted for in one of the regular school district funds, and must be accounted for and reported in compliance with UFARS.
- B. An amount equal to the amount of the proceeds from the machines in each facility shall be included in the budget of the facility in which the proceeds are generated. That amount may be expended in accordance with established expenditure procedures.
- C. Pursuant to the vending machine contract or otherwise, proper auditing and inventory control procedures shall be established to ensure that commissions are being correctly calculated and paid. District-wide periodic reviews shall be conducted with the vending company.

Legal References: Minn. Stat. § 123B.20 (Dealing in School Supplies)
Minn. Stat. § 123B.52 (Contracts)
Minn. Stat. § 471.345 (Uniform Municipal Contracting Law
Contracts)
Minn. Stat. § 471.87 (Public Officers, Interest in Contract; Penalty
Conflict of Interest)

Cross References: WBLASB Policy 210 (Conflict of Interest--School Board Members)
WBLASB Policy 702 (Accounting)

AGENDA ITEM: **Policy 729, Minnesota Post-Issuance Debt Compliance**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 729, Minnesota Post-Issuance Debt Compliance, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes to this policy are in sections III, IV, and V.

The purpose of this policy is to ensure that all obligations will be in compliance with all applicable federal regulations.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 9, 2025 or a subsequent School Board meeting agenda for action.

Adopted: July 9, 2012
Revised: July 12, 2021
Revised: _____

White Bear Lake Area
School District #624 Policy 729

729 MINNESOTA POST-ISSUANCE DEBT COMPLIANCE

I. PURPOSE

The School Board (the “Board”) of Independent School District No. 624 (White Bear Lake Area Schools), Minnesota (the “District”) has chosen, by policy, to take steps to help ensure that all obligations will be in compliance with all applicable federal regulations. This policy may be amended, as necessary, in the future.

II. BACKGROUND

A. IRS Background

The Internal Revenue Service (IRS) is responsible for enforcing compliance with the Internal Revenue Code (the “Code”) and regulations promulgated thereunder (“Treasury Regulations”) governing certain obligations (for example: tax-exempt obligations, Build America Bonds, Recovery Zone Development Bonds and various “Tax Credit” Bonds). The IRS encourages issuers and beneficiaries of these obligations to adopt and implement a post-issuance debt compliance policy and procedures to safeguard against post-issuance violations.

B. SEC Background

The Securities and Exchange Commission (SEC) is responsible for enforcing compliance with the SEC Rule 15c2-12 (the “Rule”). Governments or governmental entities issuing obligations generally have a requirement to meet specific continuing disclosure standards set forth in continuing disclosure agreements (“CDA”). Unless the issuer, obligated person, or a specific obligation is exempt from compliance with CDAs, these agreements are entered into at the time of obligation issuance to enable underwriter(s) to comply with the Rule. The Rule sets forth certain obligations of (i) underwriters to receive, review and disseminate official statements prepared by issuers of most primary offerings of municipal securities, (ii) underwriters to obtain CDAs from issuers and other obligated persons to provide material event disclosure and annual financial information on a continuing basis, and (iii) broker-dealers to have access to such continuing disclosure in order to make recommendations of municipal securities transactions in the secondary market. The SEC encourages issuers and beneficiaries to adopt and implement a post-issuance debt compliance policy and procedures to

safeguard against Rule violations.

When obligations are issued, the CDA commits the issuer or obligated person to provide certain annual financial information and material event notices to the public. Issuers and other obligated persons may also choose to provide periodic, voluntary financial information and filings to investors in addition to fulfilling the specific responsibilities delineated in their CDA. It is important to note that issuers and other obligated persons should not give any one investor certain information that is not readily available to all market participants by disseminating information to the marketplace, at large. Issuers and other obligated persons should be aware that any disclosure activities determined to be “communicating to the market” can be subject to regulatory scrutiny.

III. POST-ISSUANCE DEBT COMPLIANCE POLICY OBJECTIVE

The District desires to monitor these obligations to ensure compliance with the IRS Code and Treasury Regulations and the SEC Rule. To help ensure compliance, the District has developed the following policy (the “Post-Issuance Debt Compliance Policy”). The Post-Issuance Debt Compliance Policy shall apply to the obligations mentioned above, including bonds, notes, loans, lease purchase contracts, lines of credit, commercial paper, or any other form of debt that is subject to compliance.

IV. POST-ISSUANCE DEBT COMPLIANCE RESPONSIBILITY

- A. The Superintendent or designee is designated as the District’s agent who is responsible for post-issuance compliance of these obligations.
- B. The Superintendent or designee shall assemble all relevant documentation, records, and activities required to ensure post-issuance debt compliance as further detailed in corresponding procedures (the “Post-Issuance Debt Compliance Procedures”). At a minimum, the Post-Issuance Debt Compliance Procedures for each qualifying obligation will address the following:
 - 1. General post-issuance compliance
 - 2. General Recordkeeping
 - 3. Arbitrage yield restriction and rebate recordkeeping
 - 4. Expenditure and asset documentation to be assembled and retained
 - 5. Miscellaneous documentation to be assembled and retained

6. Additional undertakings and activities that support sections 1 through 5 above
 7. Continuing disclosure obligations
 8. Compliance with future requirements
- C. The sSuperintendent or designee shall apply the Post-Issuance Debt Compliance Procedures to each qualifying obligation and maintain a record of the results. Further, the sSuperintendent or designee will ensure that the Post-Issuance Debt Compliance pPolicy and procedures are updated on a regular and as needed basis.
 - D. Individuals responsible for assisting the sSuperintendent or designee in maintaining records needed to ensure post-issuance debt compliance are authorized to expend funds as needed to attend training or secure use of other educational resources for ensuring compliance such as consulting, publications, and compliance assistance.
 - E. Most of the provisions of this Post-Issuance Debt Compliance pPolicy are not applicable to taxable governmental obligations unless there is a reasonable possibility that the District may refund their taxable governmental obligation, in whole or in part, with the proceeds of a tax-exempt governmental obligation. If this refunding possibility exists, then the District shall treat the taxable governmental obligation as if such issue were an issue of tax-exempt governmental obligations and comply with the requirements of this Post-Issuance Debt Compliance pPolicy.

V. PRIVATE ACTIVITY BONDS

- A. The District may issue tax-exempt obligations that are “private activity” bonds because either (1) the bonds finance a facility that is owned by the District but used by one or more qualified 501(c)(3) organizations, or (2) the bonds are so-called “conduit bonds”, where the proceeds are loaned to a qualified 501(c)(3) organization or another private entity that finances activities eligible for tax-exempt financing under federal law (such as certain manufacturing projects and certain affordable housing projects). Prior to the issuance of either of these types of bonds, the sSuperintendent or designee shall take steps necessary to ensure
- B. that such obligations will remain in compliance with the requirements of this Post-Issuance Debt Compliance pPolicy.
- C. In a case where compliance activities are reasonably within the control of a private party (i.e., a 501(c)(3) organization or conduit borrower), the sSuperintendent or designee may determine that all or some portion of compliance responsibilities described in this Post-Issuance Debt

Compliance pPolicy shall be assigned to the relevant party. In the case of conduit bonds, the conduit borrower will be assigned all compliance responsibilities other than those required to be undertaken by the District under federal law. In a case where the sSuperintendent or designee is concerned about the compliance ability of a private party, the sSuperintendent or designee may require that a trustee or other independent third party be retained to assist with record keeping for the obligation and/or that the trustee or such third party be responsible for all or some portion of the compliance responsibilities.

- D. The sSuperintendent or designee is additionally authorized to seek the advice, as necessary, of bond counsel and/or its financial advisor to ensure the District is in compliance with this Post-Issuance Debt Compliance pPolicy.

AGENDA ITEM: **Policy 732, Credit Card Usage**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 732, Credit Card Usage, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a first reading. The changes recommended to this policy are in section III.

The purpose of this policy is to control the use of credit cards and to ensure the proper usage of credit cards.

RECOMMENDED ACTION:

Review the policy and provide suggestions or feedback to the administration, with the policy placed on the June 9, 2025 or a subsequent School Board meeting agenda for action.

732 CREDIT CARD USAGE

I. PURPOSE

The purpose of this policy is to control the use of credit cards and to ensure the proper usage of credit cards.

II. GENERAL STATEMENT

Credit card usage shall be consistent with state law and follow recommendations made by the district's auditors and the Minnesota Office of the State Auditor.

III. CREDIT CARD USAGE

- A. The School Board shall authorize the **s**Superintendent or designee to identify the employees who are authorized to make purchases on behalf of the district. Credit cards shall only be used by those employees authorized to make purchases.
- B. Purchases made with a credit card must be consistent with state law and guidance from the Minnesota Office of the State Auditor.
- C. The authority to use credit cards does not authorize the creation of a new form of debt for the district; credit cards are to be considered another form of authorized payment. Credit card balances shall be paid off on a monthly basis by the employees authorized to use the cards.
- D. Purchases shall be limited to purchases that are made in the regular course of business and for business travel expenses incurred by authorized credit card users. Travel expenses shall include meals, lodging, conference registration, transportation, and parking.
- E. Credit card charges shall be limited to \$25,000 per transaction. Any authorized employee who desires to use a credit card to make a purchase greater than this amount must seek prior approval from the **s**Superintendent of the district's chief financial officer.
- F. All receipts and other supporting documents must be submitted to the district's finance office in a timely manner for review and approval. Itemized receipts are required for substantiation of credit card usage. If the school district does not authorize a credit card purchase, the employee who made the purchase will be personally liable for the amount of purchase.

- G. Given that listing only the credit card company on a claims list would merely identify the method of payment, a claims list must identify the vendors providing the goods or services. Invoices and receipts must be retained and submitted to support the items charged in the bill from the credit card company.
- H. The purchase of non-business related and/or personal items and services is prohibited. Credit cards shall not be used for cash advances. The purchase of alcoholic beverages and tobacco is prohibited.
- I. If a credit card is lost or stolen, the authorized user shall notify the district's finance office immediately.
- J. The district shall not issue debit cards because debit cards allow funds to be immediately withdrawn from the district's financial account, provide fewer protections than credit cards, and circumvent statutory claims approval safeguards.
- K. All authorized users are required to provide a signed, written acknowledgement of the district's credit card policy prior to the use of a district issued credit card.

Cross Reference: *Minnesota Office of the State Auditor Statement of Position on Credit Card Use and Policies, February 2014.*

E. OPERATIONAL ITEMS

AGENDA ITEM: **Action on Student Transportation Vendor Proposal**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON: **Tim Wald, Assistant Superintendent for Finance and Operations;**
Dave Johnson, Director of Transportation

BACKGROUND:

At the February 24 work session, an update was provided on the district's comprehensive efforts to solicit quotes from multiple transportation contractors for the 2025–2026 and subsequent school years. As previously noted, our district operates under a hybrid transportation model, combining district-operated and contracted services to ensure efficient and reliable student transportation. All routing is managed by district personnel, allowing for greater control and optimization.

This action includes approval of contracts with both our **primary Type C and D provider**, First Student, Inc., as well as our selected **Type III transportation providers**. Type C and D buses (large yellow buses) serve approximately 35 daily routes. Type III services (small vehicles) are essential for providing specialized transportation.

Four vendors submitted quotations for Type C and D services. First Student, Inc. is recommended for contract renewal based on its strong safety record, proven reliability, and capacity to accommodate specialized needs. The negotiated rates for First Student reflect an initial adjustment aligned with market conditions, followed by decreasing increases in subsequent years, ensuring both competitiveness and long-term stability. A full rate schedule and explanation of increases is included in the board packet.

For Type III services, 21 vendors submitted quotations. The district recommends approval of the following vendors based on their qualifications, availability, pricing, and service history with the district:

- Integrated Transportation
- Northline Transportation

- Odaa Transportation
- Safetree Transportation
- Treasured Transportation
- Universal Transit Services

These vendors will be used based on student needs, geographic locations, and routing efficiencies.

RECOMMENDED ACTION:

Approve agreements with the following student transportation providers for the 2025–2026 school year as presented:

- **Type C/D Provider:** First Student, Inc.
- **Type III Providers:** Integrated Transportation, Northline Transportation, Odaa Transportation, Safetree Transportation, Treasured Transportation, and Universal Transit Services

STUDENT TRANSPORTATION

Vendor Agreements

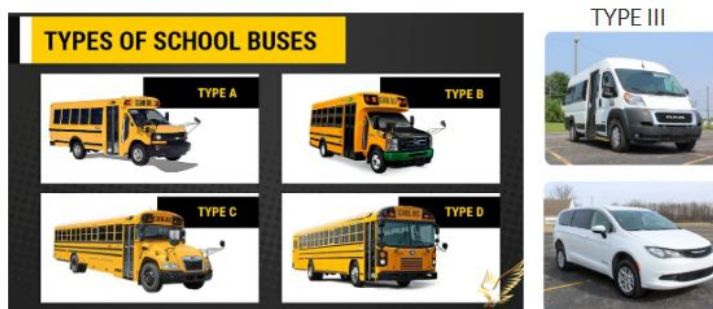
May 12, 2025

Types of Routes

Class A/B: special needs transportation, small group

Class C/D: regular routes, 3 route tiers

Type III: 75-80 (SpEd, McKinney-Vento)



Current Providers:

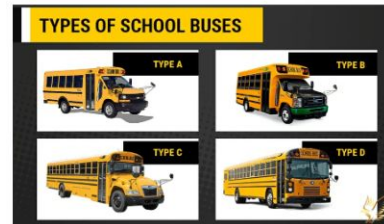


Type A/B/C/D buses:

- District Operated
- First Student
- Metro Transportation Network (MTN)

TYPE III:

- District Operated
- Metro Transportation (MTN)
- Odaa Transportation
- HALO Transportation
- First Student, Inc
- Treasured Transportation
- Twin City Transportation



*contracts expire July 30

Procurement Process



Step 1: Prepare Request for Quotations - RFQ (Dec, 2024)

Step 2: Post advertisement requesting quotations in local newspaper (early January)

Step 3: Send RFQ directly to providers

Step 4: Public opening of submitted quotations on February 11, 2025

Step 5: Interview and negotiate directly with providers

Step 6: Present recommendation to school board

Procurement Process

Total quotes received:

- 5 full-service providers
 - First Student
 - Metro Transportation Network (MTN)
 - United Transport (max 10 routes)
 - American Transport
 - Dynamic Transport
- 21 Type III Vendors

Procurement Process

Evaluation and Selection Criteria

- Key factors considered:
 - Rates, capacity
 - Vendor safety record, fleet condition
 - Past performance, reliability, and flexibility
 - Responsiveness to RFQ requirements



Primary Vendor Recommendation:



Class C/D Primary Vendor:

→ **First Student, Inc.**

Rationale for Selecting First Student:

- *Cost:* Lowest Responsible Bidder
- *Performance history:* First Student meets performance expectations, safety record, training, age of fleet
- *Capacity:* Confidence in their capacity to deliver



First Student agreement:



- *\$454.68/4.5 hrs of route time*
- *5 year agreement (renewal up to 10 yrs as permitted)*
- *District pays fuel costs - approx \$32/bus per day*
- *Fleet to average 8 yrs or newer*



Vendor Recommendation - Rates

First Student:

<u>Year</u>	<u>Rate</u>	<u>% increase over prior year</u>
2024-2025	\$416.18	-
2025-2026	\$454.68	9.25%
2026-2027	\$481.96	6%
2027-2028	\$506.06	5%
2028-2029	\$526.30	4%
2029-2030	\$542.09	3%

**4.5 hrs of service daily.*



Vendor Recommendation - Rates

Type III: routes to be provided by

- Integrated Transportation
- Northline Transportation
- Odaa Transportation
- Safetree Transportation
- Treasured Transportation
- Universal Student Transportation - 10 pass and specialized safety vehicles

Rates:

2025-2026	\$315 vendor average (4.5 hrs)
2026-2027	2-3% increase, to match state formula increase percentage

STUDENT TRANSPORTATION AGREEMENT

THIS AGREEMENT is made and entered into as of the 12th day of May 2025, by and between Independent School District 624, White Bear Lake Area Schools, Ramsey County, Minnesota, with its District Office at 2399 Cedar Avenue, White Bear Lake, White Bear Lake, Minnesota 55110, Minnesota,, hereinafter called "District" and First Student, Inc., with its local office at 11911 Champlin Drive; Champlin, Minnesota 55316, hereinafter called "Contractor." The District and Contractor are collectively referred to as the "PARTIES" and individually referred to as a "PARTY".

WITNESSETH

WHEREAS, White Bear Lake Area Schools desires bus services to transport certain of its students served by District during the school year.

WHEREAS, Contractor agrees to operate a student transportation and school bus service within and about the geographical boundaries of District.

WHEREAS, pursuant to Minnesota Statute, Section 123B.52, District solicited written quotations for student transportation services and, after receiving written quotations and completing negotiations, has selected Contractor to furnish student transportation services to certain District students in accordance with the terms defined herein.

NOW THEREFORE, in consideration of the mutual covenants and conditions agreed to and contained herein, District and Contractor agree as follows:

1. TERM

The term of this AGREEMENT shall commence August 1, 2025 and shall continue through July 31, 2030 consistent with GENERAL SPECIFICATION FOR STUDENT TRANSPORTATION SERVICES (hereinafter referred to as the "SPECIFICATION"). For purposes of this AGREEMENT, the term "Contract Year" shall mean each one-year period commencing August 1 during the term of this AGREEMENT.

The SPECIFICATION is hereby incorporated into this AGREEMENT, as EXHIBIT B, as if fully set out therein, except for those provisions modified or amended in this AGREEMENT.

a. EXTENSION OF TERM

The Term of this AGREEMENT may be extended consistent with Minnesota Statute Section 123B.52, Subds 1 and 3 such that this AGREEMENT does not exceed ten years.

2. SCOPE OF SERVICES REQUIRED

Contractor shall, during the term of this AGREEMENT, provide student transportation services to certain students identified by District and attending a District public school, a non-public or charter school located within the geographical boundary of the District, and provide such number of school buses and personnel as are required to fulfill District's needs for student transportation services as described in the SPECIFICATION.

- a. The Contractor will be asked to provide route services during the term of this AGREEMENT. If, however, the Contractor does not provide these route services after being notified by the District of the opportunity to provide such service, the District may, at its sole discretion, make all necessary arrangements with other service providers to complete the route service(s).

- b. The Contractor will be asked to provide all field, activity and athletic trips during the term of this AGREEMENT. If, however, the Contractor does not accept the trip or trips within a reasonable time after being notified by the District of the opportunity to provide such service, the District may, at its sole discretion, make all necessary arrangements with other service providers to complete the trip or trips.
- c. Nothing in this AGREEMENT shall limit District's rights or responsibilities or prohibit District from exercising such rights and responsibilities outlined in the SPECIFICATION or state law relative to student transportation services.

3. COMPENSATION AND BILLING

In consideration for services rendered hereunder, District shall pay to Contractor all sums due and owing and calculated in accordance with the rates for services set forth in SPECIFICATION and EXHIBIT A hereto, which may be adjusted from time to time as provided herein.

- a. Inclement Weather/School Closings. In the event of inclement weather or impassability of roads or whenever school is canceled, delayed or is dismissed early, District shall notify Contractor not later than 6:00 a.m. on the day of such cancellation or delay or not later than one (1) hour before early dismissal or the cancellation of Supplemental Transportation.

4. FUEL PRICE PROVISION

The District understands that the prices for fuel used in providing student transportation services have been changing and have become a significant operating cost in recent years. During the Term of this AGREEMENT, the District agrees and will implement the option provided in Minnesota Statutes, Section 123B.88, Subd. 3. that allows the District to purchase fuel and furnish to Contractor for use in transporting District students. The Parties hereby agree the District is responsible for the cost of fuel in this AGREEMENT.

The PARTIES further agree that the total number of gallons used for services required and authorized pursuant to this AGREEMENT will be based on the round trip route mileage, including both live and terminal to terminal, on all routes as determined using the District's VersaTrans routing system mileage plus Contractor provided mileage for Charters: Extra-Curricular, Athletic and Field Trips and mileage for any Other Services, divided by an average of 6.5 miles per gallon for Class C buses, 8 miles per gallon for Class A and B buses, and 18 miles per gallon for Type III vans. If the Contractor operates any routes from a terminal outside of the District, the District will use the White Bear Lake District Transportation Terminal as the terminal location for measuring round trip mileage in calculating the gallons of fuel used.

The PARTIES also agree that the District may desire to utilize Contractor's national fuel purchasing agreements to secure the best fuel pricing available by the Contractor.

5. REQUIRED SERVICES, EQUIPMENT AND PERSONNEL

- a. SERVICES. ARTICLE 7 of the SPECIFICATION
Contractor agrees to comply with the provisions of this ARTICLE, including Insurance Coverage; SECTION 7.3:

Contractor agrees, at its sole expense, to procure and keep in force during the entire period of this contract public liability, property damage liability and workers' compensation insurance. While the District reserves the right to determine the extent of coverage for each

item of insurance coverage, the Contractor must provide the above referenced insurance with the following minimum limits:

- i. \$500,000 for each employee, for bodily injury by disease
- ii. General Liability coverage in the amount of \$1,000,000 per occurrence and \$2,000,000,000 aggregate combined single limit.
- iii. Coverage shall include the following:
 - Contractual liability coverage to the same or greater extent as covered under ISO commercial general liability coverage form CG 00 01.
 - Contain a severability or separation of insureds clause
 - Sexual Abuse and Molestation
 - The policy shall name the District, its board of directors and employees as additional insureds on a primary non-contributory basis with respect to liability arising out of the Contractor's negligent or willful acts or omissions.
- iv. Automobile Liability in the amount of \$1,000,000 combined single limit
 - The policy shall name the District, its board of directors and employees as additional insureds on a primary non-contributory basis with respect to liability arising out of the use of a covered vehicle under the Automobile Liability policy
- v. Excess liability (Umbrella) insurance \$2,000,000
 - Excess Liability shall be excess and no less broad than the General liability, Automobile Liability and the Employer's Liability
- vi. Workers' compensation insurance per Minnesota Statutes and laws and employer's liability in the following amounts:
 - \$500,000 for each accident, for bodily injury by accident
 - \$500,000 for each disease policy limit
- vii. A waiver of subrogation in favor of the District, its board of directors & employees shall apply on all policies required herein.
- viii. A certificate of insurance showing the District, its board of directors & employees as "additional insureds on a primary non-contributory basis" on the General Liability, Automobile liability and Excess Liability (following underlying) and a waiver of subrogation in favor of the District, its board of directors & employees on the General Liability, Automobile Liability and Workers' Compensation must be provided at the inception of this agreement and within 30 days of each renewal thereafter.
- ix. Any changes in these insurance and policies should also be provided to the District within thirty (30) days of their effective date.
- x. Any material change to coverages required herein shall be immediately conveyed to the District. This includes non-renewal, cancellation, loss of required coverage or reduction in limits of more than \$500,000.
- xi. Policies shall be available to the District within 20 days of a request of the policies required in the AGREEMENT.
- xii. The District also wants assurance from Contractor that their liability insurance coverage provides coverage for acts of molestation and abuse of students being transported.

Insurance requirements under this AGREEMENT will be limited to those claims arising under this AGREEMENT.

b. Transportation Equipment. ARTICLE 8 of the SPECIFICATION

In the event that District or any governmental agency imposes additional equipment requirements other than those set forth in this AGREEMENT on Contractor's vehicles during the term of this AGREEMENT which are specific requirements for the operation of this contract or immediate installation is required for continuing operation of the vehicles, Contractor and District shall negotiate in good faith concerning price increases applicable to such equipment installation.

Nothing in this SECTION shall replace the requirements and provisions for equipment as outlined in ARTICLE 8 of the SPECIFICATION, except as outlined next

- i Contractor Fleet. Contractor will provide a fleet of school buses including spares that meet the specifications in ARTICLE 8 and, as to type, manufacturer year, capacity, and quantity, are equal to but not less than the vehicle inventory (Section labelled "2025-26 FLEET LIST") provided with the Contractor proposal and written quotation dated February 11, 2025. All buses shall be equipped with video systems with a minimum of two (2) cameras and live GPS.
- ii Bus and Type III equipment, including replacement and stand-by buses and Type III vans, operating in the District shall have an average age of eight (8) years or less at the start of each Contract Year.
- iii District Name on Buses. As provided in SECTION 8.1.6. of the SPECIFICATION, Contractor agrees to identify "White Bear Lake Area Schools" on all primary regular and special needs route buses with display on the panel below the passenger windows on the two sides of each primary route bus, not inconsistent with requirements of state law and regulations. The District will annually notify the Contractor of the primary routes to which this provision applies.
- c. Personnel. ARTICLE 9 of the SPECIFICATION
Contractor agrees to comply with the provisions of this ARTICLE 9, including employing at a minimum, personnel for the full-time positions to fulfill the responsibilities required by SECTION 9.1.1. of the SPECIFICATION.
 - i Driver Wage Provision
 - a. The PARTIES agree that the Contractor will provide the District with the "Annual Service Plan" as provided in SECTION 6 of this AGREEMENT.
 - b. The District and Contractor will mutually agree before the start of each school year on the First Student driver and bus aide staffing, including substitutes for each job class, for servicing the District student transportation service needs; which will serve as a basis for determining employee shortage, any wage changes, and responsibility.
 - c. In the event of a driver shortage in the local market, the Parties will negotiate in good faith to cover the cost that exceeds the agreed staffing in the "Annual Service Plan". A driver shortage shall mean less than 90% of the drivers and substitute drivers needed to meet the District's route service requirements.
 - ii Operator and Employees
 - a. Contractor shall be responsible for hiring and discharging personnel employed by Contractor to perform its obligations hereunder. However, District shall have the right to request in writing the Contractor to remove from service to the District

any employee who, in District's sole discretion, is deemed unsuitable for the performance of transportation services for the District.

6. ANNUAL SERVICE PLAN

Contractor shall provide the District on or before the 15th day of August preceding each Contract Year with a "service plan for student transportation services", which requires the approval of the District. Service Provider shall work with District's Superintendent of Schools or his/her designee in planning services and otherwise performing the AGREEMENT. The "service plan" must include at a minimum the following:

- a. route or routes including bus route numbering, route maps, and route times, which will be primarily developed by the District with input from the Contractor;
- b. list of drivers, both primary and substitutes, and the assigned routes and buses for the primary drivers;
- c. list of students assigned to each bus and route, together with grade levels, which will be primarily developed by the District with input from the Contractor;
- d. list of bus and van equipment that will be used in providing the contract services, along with make of equipment, year of manufacture, and mileage;
- e. staffing plan of employees, in addition to the above drivers, who will be assigned to fulfill the responsibilities contemplated in the Contract;
- f. compliance with SECTIONS 7, 8 and 9 of this SPECIFICATION;
- g. compliance with District performance criteria as outlined in SECTION 4.2. of the SPECIFICATION and SECTION 8 of this AGREEMENT;
- h. insurance information required as specified in SECTION 7.3 of this SPECIFICATION;
- i. operating policies and procedures of the Contractor related to their fulfilling the terms of the AGREEMENT;
- j. provision of services to students living within the areas not eligible for regular bus services as outlined in SECTION 4.7. of this SPECIFICATION;
- k. provision for regular reporting wherein the Contractor will submit to the District a report on performance on a mutually agreed frequency, using an agreed reporting approach/method; and
- l. provide wage and benefit details, as appropriate during the Term of the AGREEMENT.

The District requires that the Contractor(s) to maintain the Annual Service Plan on a "current basis" during the TERM of the AGREEMENT and all extensions hereto.

7. SECTION 4.7: PROGRAM GROWTH

The District will reserve the right to increase or decrease the quantity of services as outlined in ARTICLE 4 and SECTION 4.1 of the SPECIFICATION and/or the number of buses or vans over the TERM of the AGREEMENT, based on the terms described in this SPECIFICATION. The cost of the added or reduced buses or vans will be at the unit cost approved in the basic contract(s). Should the program significantly change in scope, then either PARTY may request, following provisions in the AGREEMENT, that appropriate pricing adjustments be considered.

- a. In the event Contractor agrees to any increase or decrease, Contractor shall be afforded a thirty (30) day period following implementation of such changes during which no liquidated damages may be assessed with respect to scheduled drop-off times or availability of buses for route increases.

8. PERFORMANCE SECURITY

The District will implement SECTION 5.5. of the SPECIFICATION during the TERM of this AGREEMENT.

9. LIQUIDATED DAMAGES FOR NON-COMPLIANCE

In the event of non-compliance with the terms of this AGREEMENT, the following liquidated damages shall apply:

- a. One-half (1/2) the normal daily rate per route or unit of service will be imposed on the Contractor for any of the following:
 - 1) Running a route without the required equipment as required by this AGREEMENT.
 - 2) Running a route more than ten (10) minutes different from the route and criteria included in the SPECIFICATION, unless due to bad weather, or an Act of God, and without notification of the District within the ten (10) minutes.
 - 3) Running a route more than ten (10) minutes different from the route and criteria included in the SPECIFICATION, unless due to uncontrollable vehicle breakdown without a replacement bus/vehicle with twenty (20) minutes and without notification of the District within the ten (10) minutes.
 - 4) Transporting persons other than those assigned without the prior approval of the District.
 - 5) Failure to have a driver fully prepared to complete the assigned bus services prior to the school year or commencing a trip.
- b. The normal daily rate per route or unit of service will be imposed on the Contractor for any of the following:
 - 1) Failure to correct within three (3) calendar days a problem or complete an agreed change in a route, service or schedule.
 - 2) Running a route without an aide, if an aide is required by the District.
 - 3) Conduct of a Contractor's employee, including disrespectful behavior toward parents and District administrators and staff, which is not fully satisfactory to the District after being put on notice on three (3) prior occasions during each school year.
 - 4) Failure of the Contractor to satisfy the Performance Standards in the SPECIFICATION after being put on notice on three (3) prior occasions during each school year.
- c. Twice the normal daily rate per route or unit of service will be imposed on the Contractor for any of the following :
 - 1) Allowing a driver to drive a route without the appropriate driver's license.
 - 2) Allowing a driver to provide any bus services after the driver has been suspended for non-compliance of federal, state or District rules, regulations, laws or procedures.
 - 3) Failure to provide a bus for a route or bus service due to lack of drivers or equipment.
 - 4) Running a route with a vehicle that does not have a current inspection sticker.

The normal daily rate for purposes of this section shall be the rate per bus or per day identified in the EXHIBIT A of this AGREEMENT during the term of this AGREEMENT.

District must inform the Contractor in writing within thirty (30) days of a listed violation and its intent to assess liquidated damages for such violation. Except for lesser dates required to cure an incident in this SECTION communicated by the District either orally or in writing, Contractor shall have ten (10) days following such notice on all other incidents to cure the incident prior to

assessment of liquidated damages. Failure to timely notify the Contractor shall relieve the Contractor of its obligation to pay liquidated damages for the alleged violation.

The provisions of this SECTION shall not replace the provision for performance security as outlined in SECTION 8 of this AGREEMENT.

10. OTHER PROVISIONS

Contractor agrees to comply with the following:

a. Governing Law

This AGREEMENT shall be deemed to be made in and shall be construed in accordance with the laws of the State of Minnesota. All references in this AGREEMENT to the "State" shall mean the State of Minnesota.

b. Data Privacy

Contractor agrees and understands that certain student information and data will be provided to the Contractor as required to provide the services required in this AGREEMENT. Contractor further agrees that the Contractor and its employees will fully comply with the provisions of Minnesota Statute Chapter 13, also known as "Minnesota Government Data Practices Act", and in particular the following section as it applies to contracts for services with units of government:

Subd. 6. Contracts. Except as provided in section 13.46, subdivision 5, in any contract between a governmental unit subject to this chapter and any person, when the contract requires that data on individuals be made available to the contracting parties by the governmental unit, that data shall be administered consistent with this chapter. A contracting party shall maintain the data on individuals which it received according to the statutory provisions applicable to the data.

c. Force Majeure

In the event Contractor is unable to provide the transportation services herein specified because of any act of God, civil disturbance, fire, flood, war, governmental action, labor dispute, including picketing, strike, or lockout, or any condition or cause beyond Contractor's control, District may excuse Contractor from performance under this AGREEMENT. For the reasons identified, the District shall also have the right to terminate this AGREEMENT or assume responsibility for providing the services required under this AGREEMENT. The District shall also have the right to operate the buses provided by the Contractor under this AGREEMENT and employ such employees as the District deems appropriate and necessary to provide the regular services and operations contemplated by this AGREEMENT.

Under the circumstance above, District shall pay the Contractor for the use of such buses used by the District consistent with the rates and provisions in this AGREEMENT that applied to the Contractor and the District minus all expenses and costs incurred by the District as reasonably necessary to secure the services of drivers and other hourly employees to provide the services. The District deduction of reasonable expenses and costs shall not exceed the difference between the total compensation paid by the Contractor for such buses less the Contractor's fixed costs of operation for this AGREEMENT. If the District agrees to use and operate the Contractor's buses, the District will provide the Contractor with a lease agreement, along with indemnification, insurance and compliance matters, consistent with that required of the Contractor under this AGREEMENT.

d. Indemnification

The Contractor agrees to indemnify and save the District harmless from any claims involving personal injury or property damage arising out of, or in the course of, providing transportation of assigned students. Notwithstanding the foregoing, Contractor will not indemnify and save the District harmless from any claims arising out of or in connection with the negligent acts or willful misconduct of the District, its agents or employees, student-upon-student violence, routing, or Contractor's good faith adherence to District policies, procedures, or directives.

e. Assignment

The services contemplated under this AGREEMENT are deemed to be in the nature of personal services. The Contractor, without the prior written consent of the District, shall not assign this AGREEMENT. The Parties agree that assignment by Contractor of any sums due and owing Contractor under this AGREEMENT shall not constitute an assignment of the AGREEMENT.

f. Subcontract

The Contractor shall not subcontract any of the services required to be performed in this AGREEMENT, unless the Contractor has received the full prior written consent of District.

g. Termination

Either party may terminate this AGREEMENT for convenience and without cause upon not less than 180 days prior written notice to the non-terminating party.

If either party violates any of the covenants or duties imposed upon it by this AGREEMENT, such violation shall entitle the other party to terminate this AGREEMENT. The party desiring to terminate for such cause shall give the offending party thirty (30) days written notice to remedy the violation. If at the end of such time the party notified has not removed the cause of complaint or remedied the purported violation, then this AGREEMENT shall be deemed terminated.

h. Severability

In the event any provision specified herein is held or determined by a court of competent jurisdiction to be illegal, void or in contravention of any applicable law, the remainder of this AGREEMENT shall remain in full force and effect.

i. Modification

District and Contractor may modify the terms of this AGREEMENT in whole or in part as circumstances may justify by mutual written agreement executed by the duly authorized representatives of the Parties. All other terms and conditions will remain as described in this AGREEMENT.

j. Survival

The mutual obligations described in this AGREEMENT shall survive the termination or expiration of this AGREEMENT.

k. District Crisis Management Policy

The Contractor will be familiar and will comply with District crisis management policy and plans where applicable.

I. Notices To Parties

All notices to be given by the PARTIES to this AGREEMENT shall be in writing and served by depositing same in the United States Postal Service, postage prepaid, registered or certified mail.

Notices to District shall be addressed to: Tim Wald
Asst Superintendent for Finance and Operations
White Bear Lake Area Schools
2399 Cedar Avenue
White Bear Lake, MN 55110

Notices to Contractor shall be addressed to: Area General Manager
First Student, Inc.
11911 Champlin Drive
Champlin, Minnesota 55316

with a copy to: General Counsel
First Student, Inc.
191 Rosa Parks Street, 8th Floor
Cincinnati, Ohio 45202

Either District or Contractor may change its address of record for receipt of official notice by giving the other written notice of such change and any necessary mailing instructions.

m. Entire Agreement

This AGREEMENT sets forth the entire agreement between District and Contractor concerning the subject matter hereof. There are no representations, either oral or written, between District and Contractor other than those contained in this AGREEMENT.

IN WITNESS WHEREOF, the PARTIES hereto have executed this AGREEMENT this 12th day of May 2025.

White Bear Lake Area Schools

By: _____
Scott Arcand
Chair, School Board

By: _____
Kathleen Daniels
Clerk, School Board

First Student, Inc.

By:  _____ 5/5/25
Kim A. Worster
Senior Vice President, Operations

Independent School District 624, White Bear Lake Area Schools, Minnesota
STUDENT TRANSPORTATION SERVICES

EXHIBIT A - PRICE AND RATE SCHEDULE

FIRST STUDENT

EXHIBIT A-1: REGULAR ROUTE SERVICES

Prices for each year of the term shall be based on a maximum of 170 days of regular school operation.

SCHOOL YEAR 2025-26 Year Ending July 31, 2026]

1. **Regular “To and From” Routes.** The cost for all regular “to and from” routes, home-to-school transportation, for the days of school operation A.M. and P.M., including targeted services and extended day services, using one or more of the following unit costs.

Bus Size	Cost Per Route-Day; Multiple Run Route	Cost Per Route-Day Single Run Route	Cost Per ½ Route-Day
83-90 Passenger Bus	\$ 454.68	\$ 454.68	\$272.81
71-77 Passenger Bus	\$ 454.68	\$ 454.68	\$272.81

2. **Rates for Excess Mileage and Time – Regular “To and From” Routes (Item 1 above):**
\$ 16.44 per one-quarter (1/4) hour for time in excess of the route times, 4.5 “live” hours per day or two one-quarter (2.25) “live” hours per ½ day, whichever is greater, computed on total routes per day and not an individual bus basis per day.

Independent School District 624, White Bear Lake Area Schools, Minnesota
STUDENT TRANSPORTATION SERVICES

EXHIBIT A-2: SPECIAL NEEDS and SPECIAL SERVICES

Prices for each year of the term shall be based on a maximum of 170 days of regular school operation.

- 1. Special Education and Special Needs Services – In-District.** The cost for all AM and PM special education and special needs routes, including home-to-school transportation services shall be submitted for the days of school operation using one or more of the following unit costs.

Bus and Van Size	Lift?		Cost Per Route-Day Multiple Run Route	Cost Per Route-Day Single Run Route	Cost Per ½ Route-Day	Cost Per Hour*
Class C or D Bus	Yes	<u>No</u>	\$ 454.68	\$ 454.68	\$ 272.81	XXXX
Class A or B Bus	Yes	<u>No</u>	\$ 450.37	\$ 450.37	\$ 270.22	XXXX
Van or Type III	Yes	<u>No</u>	\$ 419.37	\$ 419.37	\$ 251.02	XXXX
Bus Assistant/Aide			XXXX	XXXX	XXXX	\$ 41.22
Lift			\$ 10.96	\$ 10.96	\$ 10.96	XXXX

* billed in tenths of an hour increments after the first hour.

- 2. Rates for Excess Mileage and Time – Special Education and Special Needs Services (Item 1 above):**
 \$ 16.44 per one-quarter (1/4) hour for time in excess of the route times, 4.5 “live” hours per day or two one-quarter (2.25) “live” hours per ½ day, whichever is greater, computed on total routes per day and not an individual bus basis per day.

- 3. Special Education and Special Needs Services – Out-of-District.** The cost for all AM and PM special education, special needs and students experiencing homelessness routes and services, including home-to-school transportation services provided out-of-district shall be submitted for the days of school operation using one or more of the following unit costs:

Bus and Van Size	Lift?		Cost Per Route-Day Multiple Run Route	Cost Per Route-Day Single Run Route	Cost Per ½ Route-Day	Cost Per Hour*
Class C or D Bus	Yes	No	\$ 454.68	\$ 454.68	\$ 272.81	XXXX
Class A or B Bus	Yes	No	\$ 450.37	\$ 450.37	\$ 270.22	XXXX
Van or Type III	Yes	No	\$ 419.37	\$ 419.37	\$ 251.02	XXXX
Bus Assistant/Aide			XXXX	XXXX	XXXX	\$ 41.22
Lift			\$ 10.96	\$ 10.96	\$ 10.96	XXXX

* billed in tenths of an hour increments after the first hour.

- 4. Midday Special Needs Transportation Services and Shuttles.** The cost for all midday SPED or other services for special needs students shuttle services, using one or more of the following unit costs:

Bus and Van Size	Cost Per Hour*	Cost Per Day
Class C or D Bus	\$ 116.82	XXXX
Class A or B Bus	\$ 116.82	XXXX
Van or Type III	\$ 116.82	XXXX
Bus Assistant/Aide	\$ 41.22	XXXX

* billed in tenths of an hour increments after the first hour.

Independent School District 624, White Bear Lake Area Schools, Minnesota
STUDENT TRANSPORTATION SERVICES

EXHIBIT A-3: OTHER SERVICES

Prices for each year of the term shall be based on a maximum of 170 days of regular school operation.

1. **Midday, Vocational and Other Transportation Services and Shuttles.** The cost for all midday shuttle services, vocational education shuttles, ALC routes, and late activity services, not otherwise provided in the other service categories in this APPENDIX B, using one or more of the following unit costs.

Bus and Van Size	Cost Per Hour*	Cost Per Day
Class C or D Bus	\$ 116.82	XXXX
Class A or B Bus	\$ 116.82	XXXX
Multi-function School Activity Bus (MFSAB)	n/a	
Van or Type III	\$ 116.82	XXXX
Bus Assistant/Aide	\$ 41.22	XXXX

* billed in tenths of an hour increments after the first hour.

2. **Summer School Transportation Services.** The cost for all summer school regular or SPED bus and Type III van services, other than charters, using one or more of the following unit costs.

Bus and Van Size	Cost Per Hour*	Cost Per Day
Class C or D Bus	\$ 70.73	\$ 318.27
Class A or B Bus	\$ 70.06	\$ 315.26
Multi-function School Activity Bus (MFSAB)	n/a	
Van or Type III	\$ 65.23	\$293.56
Bus Assistant/Aide	\$ 41.22	XXXX

* billed in tenths of an hour increments after the first hour.

Summer School services rates: Optional: 70% of Exhibit A-2

3. Performance Security (Bond) Cost \$ 7.50 per \$1,000 of projected annual cost
(ref Sec 4.6)
4. Excess Liability Insurance Cost \$ included per \$1,000,000 of projected annual cost
(ref Sec 4.5)
5. Digital Cameras (ref. Sec 6.13) \$ included per unit for each additional unit

Independent School District 624, White Bear Lake Area Schools, Minnesota
STUDENT TRANSPORTATION SERVICES

EXHIBIT A-4: CHARTERS: EXTRA-CURRICULAR AND ATHLETIC TRIPS; ACTIVITY AND FIELD TRIPS

Prices for each year of the term shall be based on a maximum of 170 days of regular school operation.

- 1. Charters: Extra-curricular and Athletic Trips; Activity and Field Trips.** Trip charge for extra-curricular and activity/athletic trips and field trips, along with waiting time at the destination. Costs for each service shall include all fuel costs, applicable fuel taxes, labor costs, maintenance, and repair costs.

	Cost Per Hour	Cost Per Mile	Cost Per ¼ Wait Hour	Min. Cost Per Trip
a. Trips within the District boundaries				
i. Class C/D Bus	\$ 68.20	XXX	\$17.05	\$ 68.20
ii. Class A/B Mini bus	\$ 68.20	XXX	\$17.05	\$ 68.20
iii. Multi-func Sch Activity Bus (MFSAB)	XXX	XXX	XXX	XXX
iv. Type III van	\$ 68.20	XXX	\$17.05	\$ 68.20
b. Trips outside the District boundaries.	<u>Round trips of 60 miles or less</u>			
i. Class C/D Bus	\$ 68.20	XXX	\$17.05	\$ 68.20
ii. Class A/B Mini bus	\$ 68.20	XXX	\$17.05	\$ 68.20
iii. Multi-func Sch Activity Bus (MFSAB)	XXX	XXX	XXX	XXX
iv. Type III van	\$ 68.20	XXX	\$17.05	\$ 68.20
v. Coach bus	n/a	n/a	n/a	n/a
c. Trips outside the District boundaries.	<u>Round trips of more than 60 miles</u>			
i. Class C/D Bus	\$ 68.20	XXX	\$17.05	\$ 68.20
ii. Class A/B Mini bus	\$ 68.20	XXX	\$17.05	\$ 68.20
iii. Type III van	\$ 68.20	XXX	\$17.05	\$ 68.20
iv. Coach bus	n/a	n/a	n/a	n/a
d. Trailer	XXXX	XXXX	XXXX	\$ 94.70
e. Overnight Trips outside the District boundaries	<u>Round trips of more than 60 miles; District approvals required</u>			
i. Driver labor cost on-duty at site	XXXX	XXXX	\$14.31	XXXX
ii. Driver overnight expenses	XXXX	XXXX	XXXX	\$214.65
f. Non-peak Rate Discount: non-peak (9:15AM to 2:00PM after 4:00PM) trip charge discount from rates above	<u>0</u> %			

EXHIBIT A-5: PRICES FOR STUDENT TRANSPORTATION SERVICES

Prices for each year of the term shall be based on a maximum of 170 days of school operation.

SCHOOL YEAR 2026-27 [Year Ending July 31, 2027]

The Service Provider will complete the services in this schedule for a
percentage increase over the preceding year 6.0% increase over 2025-26 rates

Independent School District 624, White Bear Lake Area Schools, Minnesota
STUDENT TRANSPORTATION SERVICES

EXHIBIT A-6: PRICES FOR STUDENT TRANSPORTATION SERVICES

Prices for each year of the term shall be based on a maximum of 170 days of school operation.

SCHOOL YEAR 2027-28 [Year Ending July 31, 2028]

The Service Provider will complete the services in this schedule for a
percentage increase over the preceding year 5.0% increase over 2026-27 rates

SCHOOL YEAR 2028-29 [Year Ending July 31, 2029]

The Service Provider will complete the services in this schedule for a
percentage increase over the preceding year 4.0% increase over 2027-28 rates

SCHOOL YEAR 2029-30 [Year Ending July 31, 2030]

The Service Provider will complete the services in this schedule for a -
percentage increase over the preceding year 3.0% increase over 2028-29 rates

EXHIBIT B – SPECIFICATION and ADDENDUMS

- SPECIFICATION issued and dated January 13, 2025

- ADDENDUM 1 issued and dated January 21, 2025

- ADDENDUM 2 issued and dated February 3, 2025

Independent School District 624, White Bear Lake Area Schools, Minnesota
STUDENT TRANSPORTATION SERVICES

EXHIBIT A - PRICE AND RATE SCHEDULE

SAFE TREE TRANSPORTATION

EXHIBIT A-2: SPECIAL NEEDS and SPECIAL SERVICES

Prices for each year of the term shall be based on a maximum of 170 days of regular school operation.

- 1. Special Education and Special Needs Services – In-District.** The cost for all AM and PM special education and special needs routes, including home-to-school transportation services shall be submitted for the days of school operation using one or more of the following unit costs.

Bus and Van Size	Lift?		Cost Per Route-Day Multiple Run Route	Cost Per Route-Day Single Run Route	Cost Per ½ Route-Day	Cost Per Hour*
Class A or B Bus	Yes	No	XXXX	XXXX	XXXX	XXXX
Van or Type III	Yes	No	\$ 315.00	\$ 300.00	\$ 217.00	XXXX
10 pass Type III		No	\$ 335.00	\$ 319.05	\$ 230.75	XXXX
Behavior Type III		No	\$ 335.00	\$ 319.05	\$ 230.75	XXXX
Bus Assistant/Aide			XXXX	XXXX	XXXX	\$ 28.00
Lift			XXXX	XXXX	XXXX	XXXX

* billed in tenths of an hour increments after the first hour.

- 2. Rates for Excess Mileage and Time – Special Education and Special Needs Services (Item 1 above):**

\$ 13.00 per one-quarter (1/4) hour for time in excess of the route times, 4.5 “live” hours per day or two one-quarter (2.25) “live” hours per ½ day, whichever is greater, computed on total routes per day and not an individual bus basis per day.

- 3. Special Education and Special Needs Services – Out-of-District.** The cost for all AM and PM special education, special needs and students experiencing homelessness routes and services, including home-to-school transportation services provided out-of-district shall be submitted for the days of school operation using one or more of the following unit costs:

Bus and Van Size	Lift?		Cost Per Route-Day Multiple Run Route	Cost Per Route-Day Single Run Route	Cost Per ½ Route-Day	Cost Per Hour*
Class A or B Bus	Yes	No	XXXX	XXXX	XXXX	XXXX
Van or Type III	Yes	No	\$ 315.00	\$ 300.00	\$ 217.00	XXXX
10 pass Type III		No	\$ 335.00	\$ 319.05	\$ 230.75	XXXX
Behavior Type III		No	\$ 335.00	\$ 319.05	\$ 230.75	XXXX
Bus Assistant/Aide			XXXX	XXXX	XXXX	\$ 28.00
Lift			XXXX	XXXX	XXXX	XXXX

* billed in tenths of an hour increments after the first hour.

- 4. Midday Special Needs Transportation Services and Shuttles.** The cost for all midday SPED or other services for special needs students shuttle services, using one or more of the following unit costs:

Bus and Van Size	Cost Per Hour*
Class A or B Bus	\$ 85.00
Van or 10 pass Type III	\$ 85.00
Bus Assistant/Aide	\$ 28.00

* billed in tenths of an hour increments after the first hour.

Independent School District 624, White Bear Lake Area Schools, Minnesota
STUDENT TRANSPORTATION SERVICES

EXHIBIT A-3: OTHER SERVICES

Prices for each year of the term shall be based on a maximum of 170 days of regular school operation.

- 1. Midday, Vocational and Other Transportation Services and Shuttles.** The cost for all midday shuttle services, vocational education shuttles, ALC routes, and late activity services, not otherwise provided in the other service categories in this APPENDIX B, using one or more of the following unit costs.

Bus and Van Size	Cost Per Hour*
Class A or B Bus	\$ 85.00
Van or 10 pass Type III	\$ 85.00
Bus Assistant/Aide	\$ 28.00

* billed in tenths of an hour increments after the first hour.

- 2. Summer School Transportation Services.** The cost for all summer school regular or SPED bus and Type III van services, other than charters, using one or more of the following unit costs.

Bus and Van Size	Cost Per Hour*	Cost Per Day
Class A or B Bus	XXXX	XXXX
Van or Type III	\$ 59.50	\$267.75
10 pass Type III	\$ 63.25	\$284.75
Bus Assistant/Aide	\$ 23.80	XXXX

* billed in tenths of an hour increments after the first hour.

Summer School services rates: Optional: 85.0 % of Exhibit A-2

- 3. Performance Security (Bond) Cost** \$ 4.25 per \$1,000 of projected annual cost
(ref Sec 4.6)
- 4. Excess Liability Insurance Cost** \$ included per \$1,000,000 of projected annual cost
(ref Sec 4.5)
- 5. Digital Cameras (ref. Sec 6.13)** \$ 300.00 per unit for each additional unit

Independent School District 624, White Bear Lake Area Schools, Minnesota
STUDENT TRANSPORTATION SERVICES

EXHIBIT A-4: CHARTERS: EXTRA-CURRICULAR AND ATHLETIC TRIPS; ACTIVITY AND FIELD TRIPS

Prices for each year of the term shall be based on a maximum of 170 days of regular school operation.

- 1. Charters: Extra-curricular and Athletic Trips; Activity and Field Trips.** Trip charge for extra-curricular and activity/athletic trips and field trips, along with waiting time at the destination. Costs for each service shall include all fuel costs, applicable fuel taxes, labor costs, maintenance, and repair costs.

	Cost Per Hour	Cost Per Mile	Cost Per ¼ Wait Hour	Min. Cost Per Trip
a. Trips within the District boundaries				
i. Class A/B Mini bus	XXX	XXX	XXXX	XXX
ii. Type III van	\$ 85.00	XXX	\$13.00	\$ 110.00
b. Trips outside the District boundaries.	<u>Round trips of 60 miles or less</u>			
i. Class A/B Mini bus	XXX	XXX	XXXX	XXX
ii. Type III van	\$ 85.00	XXX	\$13.00	\$ 110.00
c. Trips outside the District boundaries.	<u>Round trips of more than 60 miles</u>			
i. Class A/B Mini bus	XXX	XXX	XXXX	XXX
ii. Type III van	\$ 85.00	XXX	\$13.00	\$ 120.00
d. Trailer	XXXX	XXXX	XXXX	XXX
e. Overnight Trips outside the District boundaries	<u>Round trips of more than 60 miles; District approvals required</u>			
i. Driver labor cost on-duty at site	XXXX	XXXX	XXXX	XXXX
ii. Driver overnight expenses	XXXX	XXXX	XXXX	XXXX
f. Non-peak Rate Discount: non-peak (9:15AM to 2:00PM after 4:00PM) trip charge discount from rates above				<u>0</u> %

EXHIBIT A-5: PRICES FOR STUDENT TRANSPORTATION SERVICES

Prices for each year of the term shall be based on a maximum of 170 days of school operation.

SCHOOL YEAR 2026-27 [Year Ending July 31, 2027]

The Service Provider will complete the services in this schedule for a percentage increase over the preceding year # increase over 2025-26 rates

lesser of a 3.0% rate increase or the increase for this year of the contract term equal to the rate increase for “new state aid”, if any, the District receives in the per pupil formula allowance [Basic Student Formula Allowance] for this school year,

Independent School District 624, White Bear Lake Area Schools, Minnesota
STUDENT TRANSPORTATION SERVICES

excluding roll-ins and any restricted increases, but not less than 2.0% rate adjustment.

EXHIBIT A-6: PRICES FOR STUDENT TRANSPORTATION SERVICES

Prices for each year of the term shall be based on a maximum of 170 days of school operation.

SCHOOL YEAR 2027-28 [Year Ending July 31, 2028]

The Service Provider will complete the services in this schedule for a
percentage increase over the preceding year # increase over 2026-27 rates

lesser of a 3.0% rate increase or the increase for this year of the contract term equal to the rate increase for “new state aid”, if any, the District receives in the per pupil formula allowance [Basic Student Formula Allowance] for this school year, excluding roll-ins and any restricted increases, but not less than 2.0% rate adjustment.

SCHOOL YEAR 2028-29 [Year Ending July 31, 2029]

The Service Provider will complete the services in this schedule for a
percentage increase over the preceding year # increase over 2027-28 rates

lesser of a 3.0% rate increase or the increase for this year of the contract term equal to the rate increase for “new state aid”, if any, the District receives in the per pupil formula allowance [Basic Student Formula Allowance] for this school year, excluding roll-ins and any restricted increases, but not less than 2.0% rate adjustment.

EXHIBIT B – SPECIFICATION and ADDENDUMS

- SPECIFICATION issued and dated January 13, 2025

- ADDENDUM 1 issued and dated January 21, 2025

Independent School District 624, White Bear Lake Area Schools, Minnesota
STUDENT TRANSPORTATION SERVICES

- ADDENDUM 2 issued and dated February 3, 2025

AGENDA ITEM: **Policy 413, Harassment and Violence**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 413, Harassment and Violence, was reviewed by the School Board Policy Committee and Cabinet, had a first reading and is being recommended for a second reading. The changes recommended to this policy are in sections II, and III.

The purpose of this policy is to maintain a learning and working environment free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, gender identity or expression, or disability (Protected Class).

RECOMMENDED ACTION:

Approve School Board Policy 413, Harassment and Violence, as recommended by the School Board Policy Committee and Cabinet.

Adopted: April 29, 1996
Revised: January 10, 2005
Revised: May 12, 2008
Revised: August 8, 2011
Revised: January 13, 2014
Revised: July 11, 2016
Revised: July 15, 2019
Revised: July 11, 2022
Revised: September 9, 2024

*White Bear Lake Area
School District #624 Policy 413*

Revised: September 10, 2012
Revised: October 13, 2014
Revised: March 5, 2018
Revised: March 1, 2021
Revised: January 8, 2024
Revised: _____

413 HARASSMENT AND VIOLENCE

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, gender identity or expression, or disability (Protected Class).

II. GENERAL STATEMENT OF POLICY

- A. The policy of Independent School District No. 624 is to maintain a learning and working environment free from harassment and violence on the basis of Protected Class. The school district prohibits any form of harassment or violence on the basis of Protected Class.
- B. A violation of this policy occurs when any student, teacher, administrator, or other school personnel of the school district harasses, threatens to harass, or attempts to harass any student, teacher, administrator, or other school personnel or group of students, teachers, administrators, or other school personnel through conduct or communication based on a person's Protected Class as defined by this policy. (For purposes of this policy, school district personnel includes School Board members, school employees, agents, volunteers, contractors, or other persons subject to the supervision and control of the district).
- C. A violation of this policy occurs when any student, teacher, administrator, or other school personnel of the school district inflicts, threatens to inflict, or attempts to inflict violence upon any student, teacher, administrator, or other school personnel or group of students, teachers, administrators, or other school personnel based on a person's Protected Class.
- D. The school district will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence based on a

person's Protected Class, and to discipline or take appropriate action against any student, teacher, administrator, or other school district personnel found to have violated this policy.

III. DEFINITIONS

- A. "Assault" is:
 - 1. an act done with intent to cause fear in another of immediate bodily harm or death;
 - 2. the intentional infliction of or attempt to inflict bodily harm upon another; or
 - 3. the threat to do bodily harm to another with present ability to carry out the threat.
- B. "Harassment" prohibited by this policy consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual's or group of individuals' race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, gender identity or expression, or disability when the conduct:
 - 1. has the purpose or effect of creating an intimidating, hostile, or offensive work or academic environment;
 - 2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
 - 3. otherwise adversely affects an individual's employment or academic opportunities.
- C. "Immediately" means as soon as possible but in no event longer than 24 hours.
- D. Protected Classifications; ~~Definitions~~
 - 1. "Disability" means, with respect to an individual who:
 - a. has a physical sensory or mental impairment that materially limits one or more major life activities of such individual;
 - b. has a record of such an impairment; ~~or~~
 - c. is regarded as having such an impairment; or ~~or~~

d. has an impairment that is episodic or in remission and would materially limit a major life activity when active.

2. “Familial status” means the condition of one or more minors having legal status or custody with:
 - a. the minor’s parent, parents, legal guardian, or legal guardians; or
 - b. the designee of the parent or parents or legal guardian or guardians with the written permission of the parent or parents or legal guardian or guardians. Familial status also means residing with and caring for one or more individuals who lack the ability to meet essential requirements for physical health, safety, or self-care because the individual or individuals are unable to receive and evaluate information or make or communicate decisions. The protections afforded against harassment on the basis of family status apply to any person who is pregnant or is in the process of securing legal custody of an individual who has not attained the age of majority.
 3. “Marital status” means whether a person is single, married, remarried, divorced, separated, or a surviving spouse, and in employment cases includes protection against harassment or discrimination on the basis of the identity, situation, actions, or beliefs of a spouse or former spouse.
 4. “National origin” means the place of birth of an individual or of any of the individual’s lineal ancestors.
 5. “Sex” includes, but is not limited to, pregnancy, childbirth, and disabilities related to pregnancy or childbirth.
 6. “Sexual orientation” means to whom someone is, or is perceived of as being, emotionally, physically, or sexually attracted to based on sex or gender identity. A person may be attracted to men, women, both, neither, or to people who are genderqueer, androgynous, or have other gender identities.
 7. “Status with regard to public assistance” means the condition of being a recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.
- E. “Remedial response” means a measure to stop and correct acts of harassment or violence, prevent acts of harassment or violence from

recurring, and protect, support, and intervene on behalf of a student who is the target or victim of acts of harassment or violence.

F. School district personnel includes School Board members, school employees, agents, volunteers, contractors, or other persons subject to the supervision and control of the district.

G. Sexual Harassment; ~~Definition~~

1. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct, or other verbal or physical conduct or communication of a sexual nature when:

- a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or an education; or
- b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
- c. that conduct or communication has the purpose or effect of substantially interfering with an individual's employment or education, or creating an intimidating, hostile, or offensive employment or educational environment.

2. Sexual harassment may include but is not limited to:

- a. unwelcome verbal harassment or abuse;
- b. unwelcome pressure for sexual activity;
- c. unwelcome sexually motivated or inappropriate patting, pinching, or physical contact, other than necessary restraint by teachers, administrators, or other school district personnel to avoid physical harm to persons or property;
- d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;
- e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt

promises of preferential treatment with regard to an individual's employment or educational status; or

- f. unwelcome behavior or words directed at an individual because of sexual orientation, including gender identity or expression.

H. Sexual Violence; ~~Definition~~

1. Sexual violence is a physical act of aggression or force or the threat thereof that involves the touching of another's intimate parts or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minnesota Statutes, section 609.341, includes the primary genital area, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas.
2. Sexual violence may include but is not limited to:
 - a. touching, patting, grabbing, or pinching another person's intimate parts;
 - b. coercing, forcing, or attempting to coerce or force the touching of anyone's intimate parts;
 - c. coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or
 - d. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

I. Violence; ~~Definition~~

Violence prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to, an individual's Protected Class.

IV. REPORTING PROCEDURES

- A. Any person who believes they have been the target or victim of harassment or violence on the basis of Protected Class by a student, teacher, administrator, or other school district personnel, or any person with knowledge or belief of conduct which may constitute harassment or violence prohibited by this policy toward a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel should report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report conduct that may constitute harassment or violence anonymously. However, the school

district may not rely solely on an anonymous report to determine discipline or other remedial responses.

- B. The school district encourages the reporting party or complainant to use the report form attached and incorporated by reference to this policy as Addendum A, but oral reports shall be considered complaints as well.
- C. The building principal, principal's designee, or building supervisor (hereinafter the "building report taker") is the person responsible for receiving oral or written reports of harassment or violence prohibited by this policy at the building level. Any adult school district personnel who receive a report of harassment or violence prohibited by this policy shall inform the building report taker immediately. If the complaint involves the building report taker, the complaint shall be made or filed directly with the Superintendent or the school district Human Rights Officer by the reporting party or complainant. The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a school district Human Rights Officer or to the Superintendent.
- D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include acts of harassment or violence. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute harassment or violence shall make reasonable efforts to address and resolve the harassment or violence and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute harassment or violence or who fail to make reasonable efforts to address and resolve the harassment or violence in a timely manner may be subject to disciplinary action.
- E. Upon receipt of a report, the building report taker must notify the school district Human Rights Officer immediately, without screening or investigating the report. The building report taker may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the building report taker to the Human Rights Officer. If the report was given verbally, the building report taker shall personally reduce it to written form within 24 hours and forward it to the Human Rights Officer. Failure to forward any harassment or violence report or complaint as provided herein may result in disciplinary action against the building report taker.
- F. The School Board hereby designates the Director of Human Resources as the school district Human Rights Officer(s) to receive reports or

complaints of harassment or violence prohibited by this policy. If the complaint involves the Human Rights Officer, the complaint shall be filed directly with the Superintendent.

- G. The school district shall conspicuously post the name of the Human Rights Officer, including mailing address and telephone number.
- H. Submission of a good faith complaint or report of harassment or violence prohibited by this policy will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- I. Use of formal reporting forms is not mandatory.
- J. Reports of harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.
- K. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, take appropriate action, and comply with any discovery or disclosure obligations.
- L. Retaliation against a victim, good faith reporter, or a witness of violence or harassment is prohibited.
- M. False accusations or reports of violence or harassment against another person are prohibited.
- N. A person who engages in an act of violence or harassment, reprisal, retaliation, or false reporting of violence or harassment, or permits, condones, or tolerates violence or harassment shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, or are a party to, prohibited acts of violence or harassment or who engage in reprisal or intentional false reporting may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

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

Consequences for other individuals engaging in prohibited acts of violence or harassment may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

V. INVESTIGATION

- A. By authority of the school district, the Human Rights Officer, within three (3) days of the receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator, including but not limited to Addendum B: Responding to a Racial and Biased Harm Protocol, and Addendum C: Administrative Guidelines for Transgender and Gender-Expansive Student Rights and Protections.
- C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
- D. In addition, the school district may take immediate steps, at its discretion, to protect the target or victim, the complainant, and students, teachers, administrators, or other school district personnel pending completion of an investigation of alleged harassment or violence prohibited by this policy.
- E. The alleged perpetrator of the act(s) of harassment or violence shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- F. The investigation will be completed as soon as practicable. The school district Human Rights Officer shall make a written report to the Superintendent upon completion of the investigation. If the complaint involves the Superintendent, the report may be filed directly with the School Board. The report shall include a determination of whether the

allegations have been substantiated as factual and whether they appear to be violations of this policy.

VI. SCHOOL DISTRICT ACTION

- A. Upon completion of an investigation that determines a violation of this policy has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and applicable school district policies and regulations.
- B. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the targets or victims and alleged perpetrators of harassment or violence, the parent(s) or guardian(s) of targets or victims of harassment or violence, and the parent(s) or guardian(s) of alleged perpetrators of harassment or violence who have been involved in a reported and confirmed harassment or violence incident of the remedial or disciplinary action taken, to the extent permitted by law.
- C. In order to prevent or respond to acts of harassment or violence committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in acts of harassment or violence.

VII. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, or other school district personnel who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged harassment or violence prohibited by this policy; testifies, assists, or participates in an investigation of retaliation or alleged harassment or violence; or testifies, assists, or participates in a proceeding or hearing relating to such harassment or violence.

Retaliation includes but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the harassment or violence. Remedial responses to

the harassment or violence shall be tailored to the particular incident and nature of the conduct.

VIII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights or another state or federal agency, initiating civil action, or seeking redress under state criminal statutes and/or federal law.

IX. HARASSMENT OR VIOLENCE AS ABUSE

- A. Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under Minnesota Statutes, chapter 260E may be applicable.
- B. Nothing in this policy will prohibit the school district from taking immediate action to protect victims of alleged harassment, violence, or abuse.

X. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall be conspicuously posted throughout each school building in areas accessible to students and staff members.
- B. This policy shall be given to each school district employee and independent contractor who regularly interacts with students at the time of initial employment with the school district.
- C. This policy shall appear in the student handbook.
- D. The school district will develop a method of discussing this policy with students and employees.
- E. The school district may implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education, including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, resourcefulness, and/or sexual abuse prevention.
- F. This policy shall be reviewed at least annually for compliance with state and federal law.

Attachments: Addendum A: Harassment and Violence Public Notice
Addendum B: Responding to a Racial and Biased Harm Protocol

Addendum C: Administrative Guidelines for Transgender and
Gender-Expansive Student Rights and Protections
Form: Harassment and Violence Report Form

Legal References: Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 120B.234 (Child Sexual Abuse Prevention Education)
Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial
Harassment and Violence Policy)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of
1972)
29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)
29 U.S.C. § 794 (Section 504 of the Rehabilitation Act of 1973)
42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)
42 U.S.C. § 2000d *et seq.* (Title VI of the Civil Rights Act of 1964)
42 U.S.C. § 2000e *et seq.* (Title VII of the Civil Rights Act)
42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)

Cross References: WBLASB Policy 102 (Equal Educational Opportunity)
WBLASB Policy 401 (Equal Employment Opportunity)
WBLASB Policy 402 (Disability Nondiscrimination Policy)
WBLASB Policy 403 (Discipline, Suspension, and Dismissal of School
District Employees)
WBLASB Policy 406 (Public and Private Personnel Data)
WBLASB Policy 414 (Mandated Reporting of Child Neglect or
Physical or Sexual Abuse)
WBLASB Policy 415 (Mandated Reporting of Maltreatment of
Vulnerable Adults)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 514 (Bullying Prohibition Policy)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
WBLASB Policy 521 (Student Disability Nondiscrimination)
WBLASB Policy 522 (Title IX Sex Nondiscrimination Grievance
Procedures and Process)
WBLASB Policy 524 (Internet Acceptable Use and Safety Policy)
WBLASB 525 (Violence Prevention)
WBLASB Policy 526 (Hazing Prohibition)
WBLASB Policy 528 (Student Parental, Family, and Marital Status
Nondiscrimination)

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

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

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

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

RECOMMENDED ACTION:

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

Adopted: August 12, 1996

Revised: January 9, 2012

Revised: May 10, 2021

Revised: July 8, 2024

Revised: _____

*White Bear Lake Area
School District #624 Policy 512*

Revised: September 9, 2024

512 SCHOOL-SPONSORED STUDENT PUBLICATIONS AND ACTIVITIES

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

~~A. The school district may exercise editorial control over the style and content of student expression in school-sponsored publications and activities.~~

AB. Expressions and representations made by students in school-sponsored publications and activities are not expressions or representations of official school district policy. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies.

BE. Students who believe their right to free expression has been unreasonably restricted in an official student publication or activity may seek a review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after the review is requested.

1. Students producing official school publications and activities shall be under the supervision of a faculty advisor and the school principal. Official publications and activities shall be subject to the guidelines set forth below.

2. Official school publications may be distributed at reasonable times and locations.

III. DEFINITIONS

A. "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing materials in internal staff or student mailboxes.

B. "Material and substantial disruption" of a normal school activity means:

1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.
2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods), "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

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

- C. "Minor" means any person under the age of eighteen (18).
- D. "Obscene to minors" means:
 1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
 2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and
 3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- E. "School activities" means any activity of students sponsored by the school, including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, music concerts, school plays, and other theatrical productions and in-school lunch periods.
- F. "School-sponsored media" means material that is:

1. prepared, wholly or substantially written, published, broadcast, or otherwise disseminated by a student journalist enrolled in the school district;
2. distributed or generally made available to students in the school; and
3. prepared by a student journalist under the supervision of a student media adviser.

School-sponsored media does not include material prepared solely for distribution or transmission in the classroom in which the material is produced, or a yearbook.

- G. "Student journalist" means a school district student in grades 6 through 12 who gathers, compiles, writes, edits, photographs, records, or otherwise prepares information for dissemination in school-sponsored media.
- H. "Student media adviser" means a qualified teacher, as defined in Minnesota Statutes, section 122A.16, that the school district employs, appoints, or designates to supervise student journalists or provide instruction relating to school-sponsored media.

IV. GUIDELINES

- A. Except as provided in paragraph B below, a student journalist has the right to exercise freedom of speech and freedom of the press in school-sponsored media regardless of whether the school-sponsored media receives financial support from the school or district, uses school equipment or facilities in its production, or is produced as part of a class or course in which the student journalist is enrolled. Freedom of speech includes freedom to express political viewpoints. Consistent with paragraph B below, a student journalist has the right to determine the news, opinion, feature, and advertising content of school-sponsored media. The school district must not discipline a student journalist for exercising rights or freedoms under this paragraph or the First Amendment of the United States Constitution.
- B. Student expression in school-sponsored media, a yearbook, or school-sponsored activity is prohibited when the material:
1. is obscene to minors;
 2. is defamatory;
 3. is profane, harassing, threatening, or intimidating;
 4. constitutes an unwarranted invasion of privacy;

5. violates federal or state law;
 6. causes a material and substantial disruption of school activities;
 7. is directed to inciting or producing imminent lawless action on school premises or the violation of lawful school policies or rules, including a policy adopted in accordance with Minnesota Statutes, section 121A.03 or 121A.031;
 8. advertises or promotes any product or service not permitted for minors by law;
 9. ~~expresses or~~ advocates sexual, racial, or religious harassment or violence or prejudice; or
 10. is distributed or displayed in violation of time, place, and manner regulations.
- C. The school district must not retaliate or take adverse employment action against a student media adviser for supporting a student journalist exercising rights or freedoms under paragraph A above or the First Amendment of the United States Constitution.
- D. Notwithstanding the rights or freedoms of this Article or the First Amendment of the United States Constitution, nothing in this Article inhibits a student media adviser from teaching professional standards of English and journalism to student journalists.

These professional standards may include, but are not limited to, the following:

1. assuring that participants learn whatever lessons the activity is designed to teach;
2. assuring that readers or listeners are not exposed to material that may be inappropriate for their level of maturity;
3. assuring that the views of the individual speaker are not erroneously attributed to a school or the school district;
4. assuring that the school district maintains a neutral position on matters of political controversy;
5. assuring that the sponsored student speech cannot reasonably be perceived to advocate conduct otherwise inconsistent with the shared values of a civilized social order;

6. assuring that the school is not associated with expression that is, for example, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

C. Time, Place, and Manner of Distribution

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

1. Time

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

2. Place

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

3. Manner

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

V. POSTING

The school district must adopt a student journalist policy consistent with Minnesota Statutes, section 121A.80, and post it on the district website.

Legal References: U.S. Const., Amend. I
Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)
Bystrom v. Fridley High School, I.S.D. No. 14, 822 F.2d 747 (8th Cir. 1987)
Morse v. Frederick, 551 U.S. 393 (2007)
Minn. Stat. § 121A.03 (Model Policy)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.80 (Student Journalism; Student Expression)

Cross References: WBLASB Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premise by Students and Employees)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

AGENDA ITEM: **Policy 706, Acceptance of Gifts**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 706, Acceptance of Gifts, was reviewed by the School Board Policy Committee and Cabinet, had a first reading and is being recommended for a second reading. The changes to this policy are in sections III, IV, and V, and the legal references.

The purpose of this policy is to provide guidelines for the acceptance of gifts by the School Board.

RECOMMENDATION:

Approve School Board Policy 706, Acceptance of Gifts, as recommended by the School Board Policy Committee and Cabinet.

Adopted: April 28, 1997
Revised: February 9, 2015
Revised: July 16, 2018
Reviewed: April 11, 2022

*White Bear Lake Area
School District #624 Policy 706*

706 ACCEPTANCE OF GIFTS

I. PURPOSE

The purpose of this policy is to provide guidelines for the acceptance of gifts by the School Board.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to accept gifts only in compliance with state law.

III. ACCEPTANCE OF GIFTS GENERALLY

The School Board may receive, for the benefit of the school district, bequests, donations, or gifts for any proper purpose. The School Board shall have the sole authority to determine whether any gift or any precondition, condition, or limitation on use included in a proposed gift furthers the interests of or benefits the school district and whether it should be accepted or rejected.

IV. GIFTS OF REAL OR PERSONAL PROPERTY

The School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members. The resolution must fully describe any conditions placed on the gift. The real or personal property so accepted may not be used for religious or sectarian purposes.

V. ADMINISTRATION IN ACCORDANCE WITH TERMS

If the School Board agrees to accept a bequest, donation, gift, grant, or device which contains preconditions, conditions, or limitations on use, the School Board shall attempt to administer it in accordance with the intent of the terms. Once accepted, a gift shall be the property of the school district unless otherwise provided in the agreed upon terms.

Legal References: Minn. Stat. § 123B.402, Subd. 6 (General Powers of Independent School Boards ~~Bequests, Donations, Gifts~~)
Minn. Stat. § 465.03 (Gifts to Municipalities)

AGENDA ITEM: **Policy 710, Extracurricular Transportation**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 710, Extracurricular Transportation, was reviewed by the School Board Policy Committee and Cabinet, had a first reading and is being recommended for a second reading. The changes recommended to this policy are in sections I, II, and III, and the legal and cross references.

The purpose of this policy is to make clear to students, parents/guardians, and staff the school district's policy regarding extracurricular transportation.

RECOMMENDATION:

Approve School Board Policy 710, Extracurricular Transportation, as recommended by the School Board Policy Committee and Cabinet.

Adopted: December 9, 1996
Revised: May 8, 2017
Revised: May 9, 2022
Revised: _____

White Bear Lake Area
School District #624 Policy 710

710 EXTRACURRICULAR TRANSPORTATION

I. PURPOSE

The purpose of this policy is to make clear to students, parents/guardians, and staff the school district's policy regarding extracurricular transportation.

II. GENERAL STATEMENT OF POLICY

The determination as to whether to provide transportation for students, spectators, and/or participants to and from extracurricular activities shall be made solely by the school district administration. This determination shall include, but is not limited to, the decision to provide transportation, the persons to be transported, the type or method to be utilized, all transportation scheduling and coordination, and any other transportation arrangements or decisions. Employees who are involved in extracurricular activities shall be advised by the administration as to the transportation arrangements made, if any.

III. ARRANGEMENT OF EXTRACURRICULAR TRANSPORTATION.

School district employees shall not undertake independent arrangement, scheduling, or coordination of transportation for extracurricular activities: ~~School district employees may do so only when~~ unless specifically directed or approved by the school district administration. School district employees will notify a building administrator of all transportation arrangements made. If the school district makes no arrangements for extracurricular transportation, parents of students who wish to participate, are responsible for arranging for or providing transportation to and from the extra-curricular activity.

IV. EMPLOYEE TRANSPORTATION OF STUDENTS.

In the event of an emergency or other unforeseeable circumstances, employees are authorized to make appropriate transportation arrangements for students as necessary. Employees will transport students in non-emergency circumstances only when such extracurricular transportation is approved by the administration. If any transportation arrangements are made by employees pursuant to this section, the relevant facts and circumstances shall be reported to the administration. All vehicles used to transport students shall be properly registered and insured.

V. FEES

In its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional.

Legal References: Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 169.011, Subd. 71(a) (Definition ~~of a School Bus~~)
Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards—
~~Exemption~~)

Cross References: WBLASB Policy 610 (Field Trips)
WBLASB Policy 709 (Student Transportation Safety Policy)
~~MSBA Service Manual, Chapter 2, Transportation~~

AGENDA ITEM: **Policy 711, Videotaping on School Buses**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 711, Videotaping on School Buses, was reviewed by the School Board Policy Committee and Cabinet, had a first reading and is being recommended for a second reading. The changes to this policy are in section II and the cross references.

The purpose of this policy is to allow the establishment of a school bus video recording system.

RECOMMENDATION:

Approve School Board Policy 711, Videotaping on School Buses, as recommended by the School Board Policy Committee and Cabinet.

Adopted: December 9, 1996
Revised: September 8, 1997
Revised: December 10, 2001
Revised: March 7, 2011
Revised: May 9, 2022

*White Bear Lake Area
School District #624 Policy 711*

Revised: March 5, 2018
Revised: _____

711 VIDEO RECORDING ON SCHOOL BUSES

I. PURPOSE

The transportation of students to and from school is an important function of the school district, and transportation by the school district is a privilege and not a right for an eligible student. The behavior of students and employees on the bus is a significant factor in the safety and efficiency of school bus transportation. Student and employee misbehavior increases the potential risks of injury. Therefore, the school district believes that video recording passengers and employees on the school bus will encourage good behavior and, as a result, promote safety. The purpose of this policy is to allow the establishment of a school bus video recording system.

II. GENERAL STATEMENT OF POLICY

A. Placement

1. Each and every school bus owned, leased, contracted, and/or operated by the school district may be equipped with a fully enclosed box for placement and operation of a video camera and conspicuously placed signs notifying riders that their conversations or actions may be recorded on tape.
2. A video camera will not necessarily be installed in each and every school bus owned, leased, contracted, and/or operated by the school district, but video cameras may be rotated from bus to bus without prior notice to drivers or students.
3. Video cameras may be placed on a particular school bus, to the extent possible, where the school district has received complaints of inappropriate behavior.

B. Use of Video Recording

1. A video recording of the actions of student passengers and/or employees may be used by the school district as evidence in any disciplinary action brought against any student or employee arising out of the student's or employee's conduct on the bus.

2. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, Minnesota Statutes, chapter. Stat. Ch. 13 and the Family Educational Rights and Privacy Act, 20 United States Code section U.S.C. 1232g and the rules and/or regulations promulgated thereunder.
3. A video recording will be viewed by school district personnel on a random basis and/or when discipline problems on the bus have been brought to the attention of the school district.
4. A video recording will be retained by the school district until relooped or until the conclusion of the disciplinary proceedings in which the video recording is used for evidence.

C. Private Transportation Providers

Private transportation providers that offer transportation services to the District must comply with the provisions of the Policy. With the exception of any existing transportation contracts, all transportation contracts between the school district and private transportation providers shall include a requirement that school bus video recordings must be promptly made available to the school district upon request and must be maintained in accordance with the requirements of the Minnesota Government Data Practice Act and the Family Educational Rights and Privacy Act.

Legal Reference: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. §121A.585 (Notice of Recording Device)
Minn. Stat. § 138.17 (Government Records, Administration)
Minn. Rules Pts. 1205.0100-1205.2000 (Data Practices).
20 U.S.C. 1232g (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)

Cross Reference: WBLASB Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
WBLASB Policy 406 (Public and Private Personnel Data)
WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 515 (Protection and Privacy of Student Records)
WBLASB Policy 709 (Student Transportation Safety Policy)
WBLASB Policy 712 (Video Surveillance Other Than on Buses)
~~MSBA Service Manual, Chapter 2, Transportation~~

AGENDA ITEM: **Policy 712, Video Surveillance Other Than On Buses**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 712, Video Surveillance Other Than On Buses, was reviewed by the School Board Policy Committee and Cabinet, had a first reading and is being recommended for a second reading. The changes to this policy are in section II and the cross references.

The purpose of this policy is to use video/electronic surveillance systems in monitoring activity on school property in furtherance of protecting the health, welfare, and safety of students, staff, visitors, and school district property.

RECOMMENDATION:

Approve School Board Policy 712, Video Surveillance Other Than On Buses, as recommended by the School Board Policy Committee and Cabinet.

Adopted: December 9, 1996
Revised: September 8, 1997
Revised: March 7, 2011
Revised: June 11, 2012
Revised: May 9, 2022

*White Bear Lake Area
School District #624 Policy 712
Revised: December 10, 2018*

712 VIDEO SURVEILLANCE OTHER THAN ON BUSES

I. PURPOSE

Maintaining the health, welfare, and safety of students, staff, and visitors while on school district property and the protection of school district property are important functions of the school district. The behavior of individuals who come on to school property is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school district property. The School Board recognizes the value of video/electronic surveillance systems in monitoring activity on school property in furtherance of protecting the health, welfare, and safety of students, staff, visitors, and school district property.

II. GENERAL STATEMENT OF POLICY

A. Placement

1. School district buildings and grounds may be equipped with video cameras.
2. Video surveillance may occur in any school district building or on any school district property, including in public areas such as hallways and handwashing areas outside of restrooms.
3. Video surveillance will normally not be used in bathrooms or locker rooms, ~~although these areas may be supervised~~ placed under surveillance by individuals of the same sex as the occupants of the bathrooms or locker rooms. Video surveillance in bathrooms or locker rooms will only be utilized in extreme situations, with extraordinary controls, and only as expressly approved by the ~~s~~Superintendent.

B. Use of Video Recording

1. Video recording will be viewed by school district personnel on a random basis and/or when problems have been brought to the attention of the school district.

2. A video recording of the actions of students and/or employees, may be used by the school district as evidence in any disciplinary action brought against any student or employee.
3. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, Minnesota Statutes, chapter. Stat. Ch. 13 and the Family Educational Rights and Privacy Act, 20 United States Code section U.S.C. § 1232g and the rules and/or regulations promulgated thereunder.

C. Security and Maintenance

1. The school district shall establish appropriate security safeguards to ensure that video recordings are maintained and stored in conformance with the Minnesota Government Data Practices Act, Minnesota Statutes, chapter. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 United States Code section U.S.C. § 1232g, and the rules and/or regulations promulgated thereunder.
2. The school district shall ensure that video recordings are retained in accordance with the school district's records retention schedule, which requires video recordings be retained until relooped.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.585 (Notice of Recording Device)
Minn. Stat. § 138.17 (Government Records; Administration)
Minn. Stat. § 609.746 (Interference with Privacy)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)

Cross Reference: WBLASB Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
WBLASB Policy 406 (Public and Private Personnel Data)
WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 515 (Protection and Privacy of Student Records)
WBLASB Policy 709 (Student Transportation Safety Policy)
WBLASB Policy 711 (Video Recording on School Buses)
~~MSBA Service Manual, Chapter 2, Transportation~~

AGENDA ITEM: **Policy 721, Uniform Grant Guidance Policy
Regarding Federal Revenue Sources**

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 721, Uniform Grant Guidance Policy Regarding Federal Revenue Sources, was reviewed by the School Board Policy Committee and Cabinet, had a first reading and is being recommended for a second reading. The changes to this policy are in sections II, III, IV, V, VI, VII, and VIII, and the legal references.

The purpose of this policy is to ensure compliance with the requirements of the federal Uniform Grant Guidance regulations by establishing uniform administrative requirements, cost principles, and audit requirements for federal grant awards received by the school district.

RECOMMENDED ACTION:

Approve School Board Policy 721, Uniform Grant Guidance Policy Regarding Federal Revenue Sources, as recommended by the School Board Policy Committee and Cabinet.

Adopted: November 14, 2016
Revised: January 14, 2019
Revised: April 13, 2020
Revised: April 10, 2023

White Bear Lake Area
School District #624 Policy 721
Revised: _____

721 UNIFORM GRANT GUIDANCE POLICY REGARDING FEDERAL REVENUE SOURCES

I. PURPOSE

The purpose of this policy is to ensure compliance with the requirements of the federal Uniform Grant Guidance regulations by establishing uniform administrative requirements, cost principles, and audit requirements for federal grant awards received by the school district.

II. DEFINITIONS

AG. “Compensation for personal services” includes all remuneration, paid currently or accrued, for services of employees rendered during the period of performance under the federal award, including, but not necessarily limited to, wages and salaries. Compensation for personal services may also include fringe benefits which are addressed in 2 Code of Federal Regulations, section 200.431 (Compensation - Fringe Benefits).

BD. “Contract” means a legal instrument by which a non-federal entity purchases property or services needed to carry out the project or program under a federal award. The term, as used in 2 Code of Federal Regulations, Part 200, does not include a legal instrument, even if the non-federal entity considers it a contract, when the substance of the transaction meets the definition of a federal award or subaward.

C. “Direct costs” are those costs that can be identified specifically with a particular final cost objective, such as a federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.

DF. “Equipment” means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which exceeds the lesser of the capitalization level established by the non-federal entity for financial statement purposes, or **\$10,000** ~~\$5,000~~.

EE. “Federal award” has the meaning, depending on the context, in either paragraph 1. or 2. of this definition:

1.
 - a. The federal financial assistance that a non-federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 Code of Federal Regulations, section 200.101 (Applicability); or
 - b. The cost-reimbursement contract under the Federal Acquisition Regulations that a non-federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 Code of Federal Regulations, section 200.101 (Applicability).
2. The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (b) of 2 Code of Federal Regulations, section 200.40 (Federal Financial Assistance), or the cost-reimbursement contract awarded under the federal Acquisition Regulations.
3. “Federal award” does not include other contracts that a Federal agency uses to buy goods or services from a contractor or a contract to operate federal-government-owned, contractor-operated facilities.

F. Grants

1. “State-administered grants” are those grants that pass through a state agency such as the Minnesota Department of Education (MDE).
2. “Direct grants” are those grants that do not pass through another agency such as MDE and are awarded directly by the federal awarding agency to the grantee organization. These grants are usually discretionary grants that are awarded by the U.S. Department of Education (DOE) or by another federal awarding agency.

G. “Non-federal entity” means a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient.

H. “Post-retirement health plans” refer to costs of health insurance or health services not included in a pension plan covered by 2 Code of Federal Regulations, section 200.431(g) for retirees and their spouses, dependents, and survivors.

I. Procurement Methods

1. “Procurement by micro-purchase” is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (generally \$10,000 except as otherwise discussed in 48 Code of Federal Regulations, Subpart 2.1 or as periodically adjusted for inflation).
2. “Procurement by small purchase procedures” are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than ~~\$250,000~~ **\$175,000** (periodically adjusted for inflation).
3. “Procurement by sealed bids (formal advertising)” is a publicly solicited and a firm, fixed-price contract (lump sum or unit price) awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price.
4. “Procurement by competitive proposals” is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursement type contract is awarded. Competitive proposals are generally used when conditions are not appropriate for the use of sealed bids.
5. “Procurement by noncompetitive proposals” is procurement through solicitation of a proposal from only one source.

JK. “Relocation costs” are costs incident to the permanent change of duty assignment (for an indefinite period or for a stated period not less than 12 months) of an existing employee or upon recruitment of a new employee.

K. “Severance pay” is a payment in addition to regular salaries and wages by ~~the~~ non-federal entities to workers whose employment is being terminated.

L. “Travel costs” are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the school district.

III. CONFLICT OF INTEREST

A. Employee Conflict of Interest. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee,

officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The employees, officers, and agents of the school district may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, the school district may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by employees, officers, or agents of the school district.

- B. Organizational Conflicts of Interest. The school district is unable or appears to be unable to be impartial in conducting a procurement action involving the related organization because of relationships with a parent company, affiliate, or subsidiary organization.
- C. Disclosing Conflicts of Interest. The school district must disclose in writing any potential conflict of interest to MDE in accordance with applicable federal awarding agency **policies** ~~policy~~.

IV. ACCEPTABLE METHODS OF PROCUREMENT

- A. General Procurement Standards. The school district must use its own documented procurement procedures which reflect applicable state laws, provided that the procurements conform to the applicable federal law and the standards identified in the Uniform Grant Guidance.
- B. The school district must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- C. The school district's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives and any other appropriate analysis to determine the most economical approach.
- D. The school district must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.

- E. The school district must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement; selection of the contract type; contractor selection or rejection; and the basis for the contract price.
- F. The school district alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the school district of any contractual responsibilities under its contracts.
- G. The school district must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, veteran-owned businesses, and labor surplus area firms are considered ~~used when possible~~.
- H. Methods of Procurement. The school district must use one of the following methods of procurement:
 - 1. Procurement by micro-purchases. To the extent practicable, the school district must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the school district considers the price to be reasonable.
 - 2. Procurement by small purchase procedures. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.
 - 3. Procurement by sealed bids (formal advertising).
 - 4. Procurement by competitive proposals. If this method is used, the following requirements apply:
 - a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - b. Proposals must be solicited from an adequate number of qualified sources;
 - c. The school district must have a written method for conducting technical evaluations of the proposals received

and for selecting recipients;

- d. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
- e. The school district may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method where price is not used as a selection factor can only be used in procurement of A/E professional services; it cannot be used to purchase other types of services, though A/E firms are a potential source to perform the proposed effort.

5. Procurement by noncompetitive proposals. Procurement by noncompetitive proposals may be used only when one or more of the following circumstances apply:

- a. The item is available only from a single source;
- b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
- c. The DOE or MDE expressly authorizes noncompetitive proposals in response to a written request from the school district; or
- d. After solicitation of a number of sources, competition is determined inadequate.

I. Competition. The school district must have written procedures for procurement transactions. These procedures must ensure that all solicitations:

- 1. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product, or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed

product specifications should be avoided if at all possible. When making a clear and accurate description of the technical requirements is impractical or uneconomical, a “brand name or equivalent” description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and

2. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- J. The school district must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the school district must not preclude potential bidders from qualifying during the solicitation period.
- K. Non-federal entities are prohibited from contracting with or making subawards under “covered transactions” to parties that are suspended or debarred or whose principals are suspended or debarred. “Covered transactions” include procurement contracts for goods and services awarded under a grant or cooperative agreement that are expected to equal or exceed \$25,000.
- L. All nonprocurement transactions entered into by a recipient (i.e., subawards to subrecipients), irrespective of award amount, are considered covered transactions, unless they are exempt as provided in 2 Code of Federal Regulations, section 180.215.

V. MANAGING EQUIPMENT AND SAFEGUARDING ASSETS

- A. **Property Standards.** The school district must, at a minimum, provide the equivalent insurance coverage for real property and equipment acquired or improved with federal funds as provided to property owned by the non-federal entity. Federally owned property need not be insured unless required by the terms and conditions of the federal award.

The school district must adhere to the requirements concerning real property, equipment, supplies, and intangible property set forth in 2 Code of Federal Regulations, sections 200.311, 200.314, and 200.315.

- B. **Equipment**

Management requirements. Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until disposition takes place will, at a

minimum, meet the following requirements:

1. Property records must be maintained that include a description of the property; a serial number or other identification number; the source of the funding for the property (including the federal award identification number (FAIN)); who holds title; the acquisition date; the cost of the property; the percentage of the federal participation in the project costs for the federal award under which the property was acquired; the location, use, and condition of the property; and any ultimate disposition data, including the date of disposition and sale price of the property.
2. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
3. A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft must be investigated.
4. Adequate maintenance procedures must be developed to keep property in good condition.
5. If the school district is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return.

C. Cybersecurity

The school district must take reasonable cybersecurity and other measures to safeguard

- 1. Personally identifiable information;**
- 2. Information that the federal agency or pass-through entity designates as sensitive; and**
- 3. Other information that the school district considers sensitive and is consistent with applicable Federal, State, local, and tribal laws regarding privacy and responsibility over confidentiality.**

VI. FINANCIAL MANAGEMENT REQUIREMENTS

- A. Financial Management. The school district's financial management systems, including records documenting compliance with federal statutes, regulations, and the terms and conditions of the federal award,

must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the federal statutes, regulations, and the terms and conditions of the federal award.

- B. Payment. The school district must be paid in advance, provided it maintains or demonstrates the willingness to maintain both written procedures that minimize the time elapsing between the transfer of funds and disbursement between the school district and the financial management systems that meet the standards for fund control.

Advance payments to a school district must be limited to the minimum amounts needed and timed to be in accordance with the actual, immediate cash requirements of the school district in carrying out the purpose of the approved program or project. The timing and amount of advance payments must be as close as is administratively feasible to the actual disbursements by the non-federal entity for direct program or project costs and the proportionate share of any allowable indirect costs. The school district must make timely payment to contractors in accordance with the contract provisions.

- C. Internal Controls. The school district must establish and maintain effective internal control over the federal award that provides reasonable assurance that the school district is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. These internal controls should align ~~be in compliance~~ with guidance in “Standards for Internal Control in the Federal Government,” issued by the Comptroller General of the United States, or the “Internal Control Integrated Framework,” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

The school district must comply with the United States Constitution, federal statutes, regulations, and the terms and conditions of the federal award.

The school district must ~~also~~ evaluate and monitor the school district’s compliance with statutes, regulations, and the terms and conditions of the federal award.

The school district must ~~also~~ take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.

The school district must take reasonable measures to safeguard protected personally identifiable information considered sensitive consistent with applicable federal and state laws regarding privacy and obligations of confidentiality.

VII. ALLOWABLE USE OF FUNDS AND COST PRINCIPLES

- A. Allowable Use of Funds. The school district administration and the School Board will enforce appropriate procedures and penalties for program, compliance, and accounting staff responsible for the allocation of federal grant costs based on their allowability and their conformity with federal cost principles to determine the allowability of costs.
- B. Definitions
 - 1. “Allowable cost” means a cost that complies with all legal requirements that apply to a particular federal education program, including statutes, regulations, guidance, applications, and approved grant awards.
 - 2. “Education Department General Administrative Regulations (EDGAR)” means a compilation of regulations that apply to federal education programs. These regulations contain important rules governing the administration of federal education programs and include rules affecting the allowable use of federal funds (including rules regarding allowable costs, the period of availability of federal awards, documentation requirements, and grants management requirements). EDGAR can be accessed at: <https://www.sec.gov/edgar/search/>.
 - 3. “Omni Circular” or “2 Code of Federal Regulations, Part 200s” or “Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards” means federal cost principles that provide standards for determining whether costs may be charged to federal grants.
 - 4. “Advance payment” means a payment that a federal awarding agency or pass-through entity makes by any appropriate payment mechanism, including a predetermined payment schedule, before the non-federal entity disburses the funds for program purposes.
- C. Allowable Costs. The following items are costs that may be allowable under the 2 Code of Federal Regulations, Part 200s under specific conditions:
 - 1. Advisory councils;

2. Audit costs and related services;
3. Bonding costs;
4. Communication costs;
5. Compensation for personal services;
6. Depreciation and use allowances;
7. Employee morale, health, and welfare costs;
8. Equipment and other capital expenditures;
9. Gains and losses on disposition of depreciable property and other capital assets and substantial relocation of federal programs;
10. Insurance and indemnification;
11. Maintenance, operations, and repairs;
12. Materials and supplies costs;
13. Meetings and conferences;
14. Memberships, subscriptions, and professional activity costs;
15. Security costs;
16. Professional service costs;
17. Proposal costs;
18. Publication and printing costs;
19. Rearrangement and alteration costs;
20. Rental costs of building and equipment;
21. Training costs; and
22. Travel costs.

D. Costs Forbidden by Federal Law. 2 Code of Federal Regulations, Part 200s and EDGAR identify certain costs that may never be paid with federal

funds. The following list provides examples of such costs. If a cost is on this list, it may not be supported with federal funds. The fact that a cost is not on this list does not mean it is necessarily permissible. Other important restrictions apply to federal funds, such as those items detailed in the 2 Code of Federal Regulations, Part 200s; thus, the following list is not exhaustive:

1. Advertising and public relations costs (with limited exceptions), including promotional items and memorabilia, models, gifts, and souvenirs;
2. Alcoholic beverages;
3. Bad debts;
4. Contingency provisions (with limited exceptions);
5. Fundraising and investment management costs (with limited exceptions);
6. Donations;
7. Contributions;
8. Entertainment (amusement, diversion, and social activities and any associated costs);
9. Fines and penalties;
10. General government expenses (with limited exceptions pertaining to Indian tribal governments and Councils of Government (COGs));
11. Goods or services for personal use;
12. Interest, except interest specifically stated in 2 Code of Federal Regulations, section 200.441 as allowable;
13. Religious use;
14. The acquisition of real property (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs);
15. Construction (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs); and

16. Tuition charged or fees collected from students applied toward meeting matching, cost sharing, or maintenance of effort requirements of a program.

E. Program Allowability

1. Any cost paid with federal education funds must be permissible under the federal program that would support the cost.
2. Many federal education programs detail specific required and/or allowable uses of funds for that program. Issues such as eligibility, program beneficiaries, caps or restrictions on certain types of program expenses, other program expenses, and other program specific requirements must be considered when performing the programmatic analysis.
3. The two largest federal K-12 programs, Title I, Part A, and the Individuals with Disabilities Education Act (IDEA), do not contain a use of funds section delineating the allowable uses of funds under those programs. In those cases, costs must be consistent with the purposes of the program in order to be allowable.

F. Federal Cost Principles

1. The Omni Circular defines the parameters for the permissible uses of federal funds. While many requirements are contained in the Omni Circular, it includes five core principles that serve as an important guide for effective grant management. These core principles require all costs to be:
 - a. Necessary for the proper and efficient performance or administration of the program.
 - b. Reasonable. An outside observer should clearly understand why a decision to spend money on a specific cost made sense in light of the cost, needs, and requirements of the program.
 - c. Allocable to the federal program that paid for the cost. A program must benefit in proportion to the amount charged to the federal program - for example, if a teacher is paid 50% with Title I funds, the teacher must work with the Title I program/students at least 50% of the time. Recipients also need to be able to track items or services purchased with

federal funds so they can prove they were used for federal program purposes.

- d. Authorized under state and local rules. All actions carried out with federal funds must be authorized and not prohibited by state and local laws and policies.
 - e. Adequately documented. A recipient must maintain proper documentation so as to provide evidence to monitors, auditors, or other oversight entities of how the funds were spent over the lifecycle of the grant.
- G. Program Specific Fiscal Rules. The Omni Circular also contains specific rules on selected items of costs. Costs must comply with these rules in order to be paid with federal funds.
- 1. All federal education programs have certain program specific fiscal rules that apply. Determining which rules apply depends on the program; however, rules such as supplement, not supplant, maintenance of effort, comparability, caps on certain uses of funds, etc., have an important impact when analyzing whether a particular cost is permissible.
 - 2. Many state-administered programs require local education agencies (LEAs) to use federal program funds to supplement the amount of state, local, and, in some cases, other federal funds they spend on education costs and not to supplant (or replace) those funds. Generally, the “supplement, not supplant” provision means that federal funds must be used to supplement the level of funds from non-federal sources by providing additional services, staff, programs, or materials. In other words, federal funds normally cannot be used to pay for things that would otherwise be paid for with state or local funds (and, in some cases, with other federal funds).
 - 3. Auditors generally presume supplanting has occurred in three situations:
 - a. School district uses federal funds to provide services that the school district is required to make available under other federal, state, or local laws.
 - b. School district uses federal funds to provide services that the school district provided with state or local funds in the prior year.

- c. School district uses Title I, Part A, or Migrant Education Program funds to provide the same services to Title I or Migrant students that the school district provides with state or local funds to non-participating students.
 - 4. These presumptions apply differently in different federal programs and also in school-wide program schools. Staff should be familiar with the supplement not supplant provisions applicable to their program.
- H. Approved Plans, Budgets, and Special Conditions
- 1. As required by the Omni Circular, all costs must be consistent with approved program plans and budgets.
 - 2. Costs must also be consistent with all terms and conditions of federal awards, including any special conditions imposed on the school district's grants.
- I. Training
- 1. The school district will provide training on the allowable use of federal funds to all staff involved in federal programs.
 - 2. The school district will promote coordination between all staff involved in federal programs through activities, such as routine staff meetings and training sessions.
- J. Employee Sanctions. Any school district employee who violates this policy will be subject to discipline, as appropriate, up to and including the termination of employment.

K. Mandatory Disclosures

The school district must promptly disclose whenever, in connection with the Federal award (including any activities or subawards thereunder), it has credible evidence of the commission of a violation of Federal criminal law involving fraud, conflict of interest, bribery, or gratuity violations found in 18 United States Code or a violation of the civil False Claims Act (31 United States Code, sections 3729-3733).

The disclosure must be made in writing to the Federal agency, the agency's Office of Inspector General, and pass-through entity (if applicable). School districts are also required to report matters related to recipient integrity and performance in accordance with Appendix XII

of this part. Failure to make required disclosures can result in any of the remedies described in 2 Code of Federal Regulations, section 200.339

VIII. COMPENSATION - PERSONAL SERVICES EXPENSES AND REPORTING

A. Compensation - Personal Services

Costs of compensation are allowable to the extent that they satisfy the specific requirements of the Uniform Grant Guidance and that the total compensation for individual employees:

1. Is reasonable for the services rendered and conforms to the established written policy of the school district consistently applied to both federal and non-federal activities; and
2. Follows an appointment made in accordance with a school district's written policies and meets the requirements of federal statute, where applicable.

Unless an arrangement is specifically authorized by a federal awarding agency, a school district must follow its written non-federal, entity-wide policies and practices concerning the permissible extent of professional services that can be provided outside the school district for non-organizational compensation.

B. Compensation - Fringe Benefits

1. During leave.

The costs of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if all of the following criteria are met:

- a. They are provided under established written leave policies;
 - b. The costs are equitably allocated to all related activities, including federal awards; and
 - c. The accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the school district.
2. The costs of fringe benefits in the form of employer contributions

or expenses for social security; employee life, health, unemployment, and workers' compensation insurance (except as indicated in 2 Code of Federal Regulations, section 200.447(d)); pension plan costs; and other similar benefits are allowable, provided such benefits are granted under established written policies. Such benefits must be allocated to federal awards and all other activities in a manner consistent with the pattern of benefits attributable to the individuals or group(s) of employees whose salaries and wages are chargeable to such federal awards and other activities and charged as direct or indirect costs in accordance with the school district's accounting practices.

3. Actual claims paid to or on behalf of employees or former employees for workers' compensation, unemployment compensation, severance pay, and similar employee benefits (e.g., post-retirement health benefits) are allowable in the year of payment provided that the school district follows a consistent costing policy.
 4. Pension plan costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with the written policies of the school district.
 5. Post-retirement costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with established written policies of the school district.
 6. Costs of severance pay are allowable only to the extent that, in each case, severance pay is required by law; employer-employee agreement; established policy that constitutes, in effect, an implied agreement on the school district's part; or circumstances of the particular employment.
- C. Insurance and Indemnification. Types and extent and cost of coverage are in accordance with the school district's policy and sound business practice.
- D. Recruiting Costs. Short-term, travel visa costs (as opposed to longer-term, immigration visas) may be directly charged to a federal award, so long as they are:
1. Critical and necessary for the conduct of the project;
 2. Allowable under the cost principles set forth in the Uniform Grant Guidance;

3. Consistent with the school district's cost accounting practices and school district policy; and
 4. Meeting the definition of "direct cost" in the applicable cost principles of the Uniform Grant Guidance.
- E. Relocation Costs of Employees. Relocation costs are allowable, subject to the limitations described below, provided that reimbursement to the employee is in accordance with the school district's reimbursement policy.
- F. Travel Costs. Travel costs may be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip, and results in charges consistent with those normally allowed in like circumstances in the school district's non-federally funded activities and in accordance with the school district's reimbursement policies.

Costs incurred by employees and officers for travel, including costs of lodging, other subsistence, and incidental expenses, must be considered reasonable and otherwise allowable only to the extent such costs do not exceed charges normally allowed by the school district in its regular operations according to the school district's written reimbursement and/or travel policies.

In addition, when costs are charged directly to the federal award, documentation must justify the following:

1. Participation of the individual is necessary to the federal award; and
2. The costs are reasonable and consistent with the school district's established travel policy.

Temporary dependent care costs above and beyond regular dependent care that directly results from travel to conferences is allowable provided the costs are:

3. A direct result of the individual's travel for the federal award;
4. Consistent with the school district's documented travel policy for all school district travel; and
5. Only temporary during the travel period.

Legal References: 2 C.F.R. § 200.1 (Definitions; Capital Assets)
 2 C.F.R. § 200.112 (Conflict of Interest)
 2 C.F.R. § 200.113 (Mandatory Disclosures)
 2 C.F.R. § 200.205(d) (Federal Awarding Agency Review of Merit of Proposals ~~Risk Posed by Applicants~~)
 2 C.F.R. § 200.214 (Suspension and Debarment)
 2 C.F.R. § 200.300(b) (Statutory and National Policy Requirements)
 2 C.F.R. § 200.302 (Financial Management)
 2 C.F.R. § 200.303 (Internal Controls)
 2 C.F.R. § 200.305(b)(1) (Federal Payment)
 2 C.F.R. § 200.310 (Insurance Coverage)
 2 C.F.R. § 200.311 (~~Federally-owned and Exempt~~ Real Property)
2 C.F.R. § 200.312 (Federally-owned and Exempt Property)
 2 C.F.R. § 200.313(d) (Equipment)
 2 C.F.R. § 200.314 (Supplies)
 2 C.F.R. § 200.315 (Intangible Property)
 2 C.F.R. § 200.318 (General Procurement Standards)
 2 C.F.R. § 200.319(c) (Competition)
 2 C.F.R. § 200.320 (Methods of Procurement to be Followed)
 2 C.F.R. § 200.321 (Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms)
 2 C.F.R. § 200.328 (Financial Reporting)
 2 C.F.R. § 200.339 (Remedies for Noncompliance)
 2 C.F.R. § 200.403(c) (Factors Affecting Allowability of Costs)
 2 C.F.R. § 200.430 (Compensation - Personal Services)
 2 C.F.R. § 200.431 (Compensation - Fringe Benefits)
 2 C.F.R. § 200.447 (Insurance and Indemnification)
 2 C.F.R. § 200.463 (Recruiting Costs)
 2 C.F.R. § 200.464 (Relocation Costs of Employees)
 2 C.F.R. § 200.474 (Transportation Costs)
 2 C.F.R. § 200.475 (Travel Costs)

Cross References: WBLASB Policy 208 (Development, Adoption, and Implementation of Policies)
 WBLASB Policy 210 (Conflict of Interest - School Board Members)
 WBLASB Policy 412 (Expense Reimbursement)
 WBLASB Policy 701 (Establishment and Adoption of School District Budget)
 WBLASB Policy 701.1 (Modification of School District Budget)
 WBLASB Policy 702 (Accounting)
 WBLASB Policy 703 (Annual Audit)

G. NEGOTIATIONS

AGENDA ITEM: **Labor Negotiations***

MEETING DATE: **May 12, 2025**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

Matt Mons, Director of Human Resources, will provide information on labor negotiations.

This portion of the meeting will be closed as permitted by Minnesota statutes.

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