

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
MEETING PACKET**

March 6, 2017

MISSION STATEMENT

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

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

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

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

To: Members of the School Board

From: Dr. Michael J. Lovett
Superintendent of Schools

Date: March 1, 2017

A student recognition reception will be held at **6:15 p.m.** in the Community Room 112 on Monday, **March 6, 2017**. The recognition ceremony will take place at 6:30 p.m. and finish prior to the start of the regular Board meeting at 7:00 p.m.

A meeting of the White Bear Lake Area School Board will be held on **Monday, March 6, 2017** at **7:00 p.m.** in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

AGENDA

A. PROCEDURAL ITEMS

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

B. PUBLIC FORUM

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

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

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

C. INFORMATION ITEMS

1. Recognition of Patriot's Pen State Winner and Peace Poster State Winner
2. Recognition of High School Student Literary Magazine *Sensicality*
3. Community Forum on Seniors Update
4. Superintendent's Report

D. DISCUSSION ITEMS

1. School Board Policies:
 - a) Policy 506, White Bear Lake Area School District Student Discipline Policy
 - b) Policy 901, Community Education
 - c) Policy 903, Visitors to School District Property and Facilities

E. OPERATIONAL ITEMS

1. Proposed School Calendars for 2017-18 and 2018-19
2. Action on Achievement Integration Budget
3. Action on Indigenous Peoples Day Resolution
4. Action on Glasrud Fellowship Grants
5. Action on Summer Academy Joint Powers Agreement
6. Approve Contract with Dr. Wayne Kazmierczak as Distributed to the Board Members by Chair Janet Newberg

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **March 6, 2017**
SUGGESTED DISPOSITION: **Action Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

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) Correspondence
- d) Acceptance of Gifts
- e) Field Trip Request(s)
- f) Human Resources Items

RECOMMENDATION:

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: **March 6, 2017**
SUGGESTED DISPOSITION: **Action Item**
CONTACT PERSON(S): **Ellen Fahey, School Board Clerk**

BACKGROUND:

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

RECOMMENDATION: Approve minutes.

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

A work study session of the White Bear Lake Area School Board was held on **Monday, February 13, 2017** at 5:00 p.m. in Room 206 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call to order - Newberg called the meeting to order at 5:02 p.m.

Roll Call - Present : Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson

Cabinet: Daniels, Garrison, Goers, Paul, Vette

B. DISCUSSION ITEM - Superintendent Search Process

Consultant and Search Facilitator Kenneth LaCroix led the discussion on the superintendent search interview process. Edits to the questions selected/written by each board member are due by February 21. The first round of interviews will be held at the South Campus Auditorium on February 22 & 23 beginning at 4 p.m. There will be three candidates on the first night and two on the second night. The approximate length of each interview is one hour and fifteen minutes. It is a comparative process and no discussion will occur until all candidates have been interviewed.

C. ADJOURNMENT - Wilson moved and Newberg seconded to adjourn the meeting at 5:39 p.m.

Submitted by: Ellen Fahey, Clerk

INDEPENDENT SCHOOL DISTRICT NO. 624
White Bear Lake, MN 55110

A meeting of the White Bear Lake Area School Board was held on Monday, February 13, 2017 at 7:00 p.m. in Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

A. PROCEDURAL ITEMS

1. Chair Newberg called the meeting to order at 7:00 p.m.
2. Roll Call – Present: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman
Ex-Officio: Dr. Michael Lovett
Cabinet: Daniels, Garrison, Goers, Kazmierczak, Maurer, Paul, Vette.
School Board Student Representative: Sherrick
3. Pledge of Allegiance
4. Mullin moved and Wilson seconded to approve the agenda as presented
5. Chapman moved and Newmaster seconded to approve the consent agenda consisting of:
 - Approval of minutes of work-study meeting of January 9, 2017, regular Board meeting of January 9, 2017, and work-study session January 23, 2017;
 - Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - Passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - Passage of resolution to approve personnel issues to include:
 - **RESIGNATIONS/TERMINATION – CLASSIFIED STAFF**
Karri Engstran – Pupil Support Assistant, Otter Lake Elementary
Employed by District 624 since 09/07/2015
Effective Date: 01/18/2017
Maria Eterno – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 09/21/2015
Effective Date: 01/20/2017
Zackary Harding – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 09/21/2015
Effective Date: 01/05/2017
Nicole Krinke – Pupil Support Assistant, Sunrise Park Middle School
Employed by District 624 since 10/17/2016
Effective Date: 02/03/2017
Julie Rothe – Satellite Manager, Matoska International
Employed by District 624 since 03/28/2007
Effective Date: 01/20/2017
 - **Resignations/Termination – Non-Affiliated Staff**
Tiffany Lee – Bear Fundamentals Lead, Lakeaires Elementary
Employed by District 624 since 08/29/2016
Effective Date: 01/26/2017
 - **Change In Contract – Certified Staff**
Michael Hamernick – Language Arts Teacher, Area Learning Center
From 2016-2017 Full Time Leave to Resignation
Effective: 06/09/2017
Andrew Martinson – Mathematics Teacher, WBLAHS – North Campus
From 2016-2017 Full Time Leave to Resignation
Effective: 06/09/2017

Belinda Poon – Grade 1 Teacher, Otter Lake Elementary
From 2016-2017 Full Time Leave to Resignation
Effective: 06/09/2017

➤ **Temporary Change In Contract – Certified Staff**

Rachel Zitzow – EL Teacher, Lakeaires Elementary
From .6 fte to .7 fte
Effective: 01/19/2017 through 06/09/2017

➤ **New Personnel – Classified Staff**

Cepeda Bennett – Custodian, Sunrise Park & Normandy Park
\$17.46/hr. + \$.25 SD, 8.0 hrs. / 120 days \$16,859.90
Effective Date: 01/17/2017

Benjamin Lafrinier – Field Technician Tier I, Lincoln Elementary and Central
Middle School
\$20.79/hr., 8.0 hrs. / 94 days, \$15,634.08
Effective Date: 01/18/2017

Yuu Yuu Maung – Program Aide, Willow Lake Elementary
\$12.53/hr., 2.75 hrs. / 125 days \$4,307.18
Effective Date: 01/09/2017

Robert Peterson – Custodial Engineer, Sunrise Park Middle School
\$20.37/hr. + \$.25 SD, 8.0 hrs. / 120 days \$19,795.19
Effective Date: 01/17/2017

Jill Stucynski – Program Assistant Leader, Oneka Elementary
\$13.98/hr., 2.75 hrs. / 129 days \$4,959.40
Effective Date: 01/03/2017

➤ **New Personnel – Certified Staff**

Candace Ryan – Special Education Teacher, White Bear Lake High School –
North & South
BA, Step 4, \$21,330.07
Effective Date: 01/26/2017

➤ **Long Term Substitute - Certified Staff**

Joseph Geiselman – .8 fte Science Teacher, White Bear Lake High School –
North Campus
BA, Step 1, \$170.82 per day
Effective Date: 01/20/2017 through TBD
John Williams – Language Arts Teacher, Sunrise Park Middle School
BA, Step 1, \$19,858.37
Effective Date: 01/26/2017 through 06/09/2017

*Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman;
nays, none. Motion carried.*

B. PUBLIC FORUM – There were no speakers.

C. INFORMATION ITEMS

1. Recognition of cast, crew, and orchestra of “*Mary Poppins*” - A total of 23 awards from Spotlight Education a program of Hennepin Theatre Trust were received. Congratulations to all involved in this production.
2. Superintendent’s Report - February is I Love to Read and Black History Month. Willow 5th grade students are “taking over” Donatelli’s on Tuesdays in February. Band and choir students performed at SEC, middle school concerts took place, and 6th grade orchestra

students performed their first concerts of the year. Feb, 20-24 is National School Board Recognition Week. **Student report** - Sadie Hawkins dance is on Feb. 25 at South Campus. Seniors should check the college and career center as there are 30 different local scholarships available. Student council is selling carnations for \$2. PSEO information night is Feb 16 at 6 pm in the South Campus Theater. Additional information is on the district website.

D. DISCUSSION ITEMS

1. Proposed School Year Calendars for 2017-18 and 2018-19 – Assistant Superintendent Sara Paul and Director of Human Resources Linda Goers presented information on the proposed 2017-18 and 2018-19 calendars. The calendars will be discussed at the February 27 work-study session and present the final calendars for 2017-18 and 2018-19 for approval at the March 6, 2017 School Board meeting.

E. OPERATIONAL ITEMS

1. Action on Selection of Candidates for First Round Interviews for Position of Superintendent – Consultant Ken LaCroix provided detailed information on the process the School Board used to select the five candidates for first round interviews. Janet Newberg presented the five candidates in a resolution. Wilson moved and Chapman seconded to approve the following five candidates: Dr. John Bezek, Assistant Superintendent Shakopee Public Schools; Andrew Collins, Assistant Superintendent St. Paul Public Schools; William Gronseth, Superintendent Duluth Public Schools; Dr. Wayne Kazmierczak, Assistant Superintendent for Finance and Operations WBLAS; Dr. Michael Redmond, Superintendent Goodhue Public Schools; the consultant and School Board are recommending for first round interviews. ***Voice vote: all ayes. Motion carried.***
2. Mullin moved and Newmaster seconded to approve the revised budget for Fiscal Year 2017. ***Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman; nays, none. Motion carried.***
3. Wilson moved and Chapman seconded to approve the 2017 Indian Education Committee Resolution of Concurrence. ***Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman; nays, none. Motion carried.***
4. Kimball moved and Wilson seconded to approve Policy 203.2, Order of the Regular School Board Meeting; Policy 203.6, Consent Agenda; and Policy 204, School Board Minutes in the same format as recommended by the Policy Committee. ***Voice vote: all ayes. Motion carried.***

F. BOARD FORUM - Wilson reported that the Project Search Information Night will be held on Tuesday, Feb. 28 at 5 pm at Gillette Children's Speciality Healthcare. Newmaster reported that it is I Love to Read Month. It is also Black History Month. Kimball welcomed new hires and thanked the audience for their attendance.

G. ADJOURNMENT Wilson moved to adjourn the meeting at 8:07 p.m. and Newberg seconded the motion. ***All ayes. Motion carried.***

Submitted by: Ellen Fahey, clerk

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

A work study session of the White Bear Lake Area School Board was held on **Monday, February 27, 2017** at 5:30 p.m. in Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call to order - Newberg called the meeting to order at 5:30 p.m.
Roll Call - Present : Chapman, Fahey, Kimball, Mullin, Newberg,
Newmaster, Wilson
Student Representative: Sherrick
Ex-officio: Lovett
Cabinet: Daniels, Goers, Kazmierczak, Maurer, Paul, Vette

B. DISCUSSION ITEMS

1. **Indigenous Peoples Day Resolution** - Andrew Adams III, Indian Education Parent Committee Chair, accompanied by family members presented a resolution to recognize the second Monday in October as Indigenous Peoples Day.
2. **School Board/Superintendent Goals and Strategic Plan Priorities 2016-17**
 - a. **Goals** - Superintendent Lovett provided an update on adjustments to the strategic action steps for 2016-17.
 - b. **Achievement and Integration Plan** - Assistant Superintendent for Teaching and Learning Sara Paul, Achievement and Integration Coordinator James Barnett, and Principal Chris Streiff presented the three year Achievement and Integration plan which included the purpose, four-stage process, and interventions. The focus is on family engagement, student engagement, and career and college readiness. The presentation is on the district website.
3. **Proposed 2017-18 and 2018-19 School Calendars** - Director of Human Resources Linda Goers and Assistant Superintendent for Teaching and Learning Sara Paul presented an update on changes to the proposed calendars which can be viewed on the district website.
4. **Community Survey** - Assistant Superintendent for Finance and Operations Wayne Kazmierczak and Director of Communications and Community Relations Marisa Vette explained the process being used to

draft a survey that will guide the informational campaign for the 2017 Local Operating Levy Renewal.

C. ADJOURNMENT - Wilson moved and Newberg seconded to adjourn at 7:11 p.m.

Submitted by: Ellen Fahey, Clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **March 6, 2017**

SUGGESTED DISPOSITION: **Action Item**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Assistant Superintendent of**
Finance and Operations
Mary Vaske, Controller

BACKGROUND:

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

RECOMMENDATION:

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

White Bear Lake Area Schools

Electronic Transfers - February

	<u>2/15/2017</u>	<u>2/28/2017</u>
Direct Deposit 475694-477166	1,687,670.74	
U.S. Treasury (FICA, Medicare, withholding)	669,483.84	
MN State Income Tax	103,886.66	
PERA	106,204.51	
TRA	318,752.00	
MSRS	6,375.01	
American Funds	82,384.74	
American United Life	80,020.49	
AIG	5,961.79	
ESI	28,610.81	
AXA	32,358.45	
State of MN Levies	2,583.00	
Direct Deposit 477167-480161		1,803,145.78
U.S. Treasury (FICA, Medicare, withholding)		699,478.49
MN State Income Tax		108,167.00
PERA		110,973.92
TRA		326,900.38
MSRS		6,712.03
American Funds		83,434.74
American United Life		75,640.02
AIG		5,961.73
ESI		28,708.62
AXA		32,358.45
State of MN Levies		2,527.50

Check Nbr	Vendor Name	Check Date	Check Amount
82930	A-1 HYDRAULIC SALES & SERVICE	02/02/2017	110.59
82931	AARP DRIVER SAFETY PROGRAM	02/02/2017	550.00
82932	AARP DRIVER SAFETY PROGRAM	02/02/2017	590.00
82933	Vendor Continued Check	02/02/2017	0.00
82934	ABLENET INC	02/02/2017	13,144.90
82935	ACCLAIM SERVICES INC	02/02/2017	625.00
82936	ACCUCUT	02/02/2017	101.25
82937	ADDERLEY, DONALD	02/02/2017	59.00
82938	AED SUPERSTORE ALLIED 100 LCC	02/02/2017	52.32
82939	AFFINITY HEARING LLC	02/02/2017	325.00
82940	AFTON ALPS SKI AREA	02/02/2017	444.00
82941	AGUILERA, TERRY	02/02/2017	58.00
82942	ALVIN, ZACHERY	02/02/2017	76.00
82943	AMAZON	02/02/2017	773.98
82944	AMAZON	02/02/2017	1,233.43
82945	AMAZON	02/02/2017	227.46
82946	AMAZON	02/02/2017	995.42
82947	AMAZON	02/02/2017	160.68
82948	AMAZON	02/02/2017	1,131.62
82949	AMAZON	02/02/2017	372.00
82950	AMAZON	02/02/2017	279.92
82951	AMAZON	02/02/2017	52.20
82952	AMAZON	02/02/2017	21.14
82953	AMAZON	02/02/2017	33.21
82954	AMAZON	02/02/2017	2,295.89
82955	AMAZON	02/02/2017	1,216.19
82956	AMAZON	02/02/2017	114.58
82957	AMAZON	02/02/2017	582.02
82958	ANOKA COUNTY PARKS & RECREATIO	02/02/2017	72.50
82959	APPLE COMPUTER INC	02/02/2017	1,516.00
82960	ARCADE ASPHALT CO	02/02/2017	24,965.00
82961	ARRIOLA, MARK W	02/02/2017	81.00
82962	ASTLEFORD INTERNATIONAL TRUCKS	02/02/2017	62.84
82963	BARNETT WB CHRYSLER JEEP DODGE	02/02/2017	200.00
82964	BATTERIES PLUS BULBS	02/02/2017	43.90
82965	BEAR PATCH QUILTING CO	02/02/2017	45.99
82966	BEAURLINE, CJ	02/02/2017	81.00
82967	BEHLOW, DAVID	02/02/2017	227.56
82968	BELL, ROYCE	02/02/2017	130.50
82969	BENDER, CARMEN	02/02/2017	80.00
82970	BERTHIAUME, DAVID	02/02/2017	124.00
82971	BEST BUY BUSINESS ADVANTAGE AC	02/02/2017	472.92
82972	BETTY, WITTE	02/02/2017	90.00
82973	BLICK ART MATERIALS	02/02/2017	55.56
82974	BLUE TARP FINANCIAL INC	02/02/2017	549.11
82975	BLUEBIRD SCREEN PRINT	02/02/2017	82.00
82976	BORGEN, MATT	02/02/2017	124.00
82977	BOYER TRUCKS	02/02/2017	38.75
82978	BOYUM, DEAN	02/02/2017	20.00
82979	BRADSHAW, NICHOLAS	02/02/2017	143.00

Check Nbr	Vendor Name	Check Date	Check Amount
82980	BRIGGS, AMY	02/02/2017	76.00
82981	BROWN, BRUCE	02/02/2017	116.00
82982	BSN SPORTS	02/02/2017	495.94
82983	CAPOCASA, JOSEPH M	02/02/2017	81.00
82984	CARLSON WAGONLIT TRAVEL	02/02/2017	30,350.00
82985	CAROL F SIEGEL PHD LP	02/02/2017	676.75
82986	CDW GOVERNMENT INC	02/02/2017	1,494.56
82987	CHANHASSEN DINNER THEATRES	02/02/2017	2,140.00
82988	CHAPMAN, RON	02/02/2017	82.00
82989	CHARLES, PARNELL L	02/02/2017	58.00
82990	CLARK, CORY	02/02/2017	76.00
82991	COBORNS DELIVERS	02/02/2017	83.76
82992	COMCAST	02/02/2017	4.78
82993	CONNEY SAFETY	02/02/2017	641.40
82994	CONQUER NINJA WARRIOR	02/02/2017	900.00
82995	CONTINENTAL RESEARCH CORP	02/02/2017	142.49
82996	COON RAPIDS HIGH SCHOOL	02/02/2017	200.00
82997	THE COWLES CENTER	02/02/2017	550.00
82998	CRAYOLA EXPERIENCE	02/02/2017	490.28
82999	CTB INC	02/02/2017	7,827.00
83000	CUB FOODS OF WHITE BEAR TWSHP	02/02/2017	682.54
83001	Vendor Continued Check	02/02/2017	0.00
83002	Vendor Continued Check	02/02/2017	0.00
83003	CUSTOM EDUCATION SOLUTIONS INC	02/02/2017	56,742.28
83004	CUSTOM ROASTING	02/02/2017	445.20
83005	DECKER INC	02/02/2017	60.59
83006	DEGARDNER, RICK	02/02/2017	59.00
83007	DELMONICO, DAN	02/02/2017	143.00
83008	DELTA EDUCATION	02/02/2017	16.20
83009	DETERMAN, ROBERT	02/02/2017	76.00
83010	DEY DISTRIBUTING	02/02/2017	203.40
83011	DISCOUNT SCHOOL SUPPLY	02/02/2017	300.60
83012	DONATELLI'S	02/02/2017	1,666.61
83013	DOUGHERTY, MICHAEL	02/02/2017	76.00
83014	DULUTH EAST GOLF	02/02/2017	150.00
83015	ECKROTH MUSIC	02/02/2017	72.00
83016	EDMENTUM	02/02/2017	970.00
83017	EESCO UNITED ELECTRIC	02/02/2017	573.37
83018	ELECTRONIC DESIGN CO	02/02/2017	258.50
83019	ENTERTAINMENT PLUS	02/02/2017	215.00
83020	ERICKSON, ROBERT	02/02/2017	81.00
83021	ESSENTRA SPEC TAPES	02/02/2017	47.20
83022	EVERLAST CLIMBING INDUSTRIES	02/02/2017	217.00
83023	FANSCHOOL	02/02/2017	198.00
83024	FASTENAL COMPANY	02/02/2017	752.52
83025	FAULKEN, KEITH	02/02/2017	76.00
83026	FESTIVAL FOODS-KNOWLAN'S	02/02/2017	275.46
83027	FINNEGAN, BILL	02/02/2017	81.00
83028	FIREFLY COMPUTERS	02/02/2017	4,195.00
83029	FIRST STUDENT INC	02/02/2017	107,406.24

Check Nbr	Vendor Name	Check Date	Check Amount
83030	FOSTER, DALE	02/02/2017	114.00
83031	FOYT, RYAN	02/02/2017	143.00
83032	FUN EXPRESS LLC	02/02/2017	102.61
83033	GEPHART TRUCKING	02/02/2017	6,850.00
83034	GILSON, RYAN	02/02/2017	76.00
83035	GOPHER	02/02/2017	2,470.27
83036	Vendor Continued Check	02/02/2017	0.00
83037	GRAINGER	02/02/2017	1,131.14
83038	GRANDMA'S BAKERY INC	02/02/2017	28.80
83039	GREAT GARAGE DOOR CO	02/02/2017	174.75
83040	GREAT RIVER OFFICE PRODUCTS	02/02/2017	1,322.00
83041	GREENSPON PHD, THOMAS S	02/02/2017	167.00
83042	HANDWRITING WITHOUT TEARS	02/02/2017	10.00
83043	HARRINGTON, NATE	02/02/2017	76.00
83044	HEALTHPARTNERS	02/02/2017	227,176.90
83045	HENNEPIN THEATRE TRUST	02/02/2017	125.00
83046	HIAWATHA HOMECARE	02/02/2017	513.00
83047	HILLYARD INC MINNEAPOLIS	02/02/2017	624.97
83048	HINDBERG, RODNEY	02/02/2017	76.00
83049	HISTORY COMES TO LIFE LLC	02/02/2017	315.00
83050	HISTORY THEATRE	02/02/2017	264.00
83051	HOFFMAN, RICHARD A	02/02/2017	59.00
83052	HOLMEN, KENNETH JAMES	02/02/2017	1,000.00
83053	HOME DEPOT CREDIT SERVICES	02/02/2017	963.57
83054	HOOKER, RAYNARD	02/02/2017	82.00
83055	HUERTH, MICHAEL	02/02/2017	922.80
83056	HUGO CITY OF	02/02/2017	2,087.58
83057	INCLUSIVE TLC INC	02/02/2017	60.00
83058	INNOVATIVE OFFICE SOLUTIONS	02/02/2017	8,373.53
83059	INTEGRA	02/02/2017	3,133.55
83060	INTELLIGERE INC	02/02/2017	140.00
83061	J & R SCHOOL SUPPLIES	02/02/2017	147.50
83062	JAYTECH INC	02/02/2017	765.30
83063	JOBSINMINNEAPOLIS.COM	02/02/2017	10,200.00
83064	JOHN HENRY FOSTER MINNESOTA	02/02/2017	4,537.73
83065	JW PEPPER & SON INC	02/02/2017	392.99
83066	KATH FUEL OIL SERVICE CO	02/02/2017	450.00
83067	KATZMARK, WILLIAM	02/02/2017	82.00
83068	KEYSTONE INTERPRETING SOLUTION	02/02/2017	549.40
83069	KIMBALL, KATIE	02/02/2017	180.00
83070	KIMBALL MIDWEST	02/02/2017	275.30
83071	KING, RANDY	02/02/2017	82.00
83072	KITTELSON MARKETING CO INC	02/02/2017	8,008.80
83073	KNUTSON, ADAM	02/02/2017	81.00
83074	Vendor Continued Check	02/02/2017	0.00
83075	KRAFT CONTRACTING & MECHANICAL	02/02/2017	9,142.95
83076	KULLY SUPPLY COMPANY	02/02/2017	62.02
83077	LAKE AREA FLOORING	02/02/2017	847.84
83078	LAKE COUNTRY BOOKSELLERS	02/02/2017	1,040.27
83079	LEBENS FLORAL	02/02/2017	83.61

Check Nbr	Vendor Name	Check Date	Check Amount
83080	LENZ, KELLY	02/02/2017	68.00
83081	LESSARD, STACY JEAN	02/02/2017	4.99
83082	LIBRARIANS BOOK EXPRESS LLC	02/02/2017	475.28
83083	LIBRARY STORE INC	02/02/2017	82.30
83084	THE LODGE AT GIANTS RIDGE	02/02/2017	214.75
83085	LORENZ BUS SERVICE INC	02/02/2017	191.50
83086	L T G POWER EQUIPMENT	02/02/2017	106.66
83087	MN ASSOC OF ALTERNATIVE PROGRA	02/02/2017	1,140.00
83088	MN ASSOC FOR CHILDREN'S MENTAL	02/02/2017	680.00
83089	MACSWAIN, JIM	02/02/2017	56.00
83090	Vendor Continued Check	02/02/2017	0.00
83091	Vendor Continued Check	02/02/2017	0.00
83092	Vendor Continued Check	02/02/2017	0.00
83093	MADISON NATIONAL LIFE	02/02/2017	46,531.06
83094	MAILFINANCE INC	02/02/2017	449.61
83095	THE MARKERBOARD PEOPLE	02/02/2017	195.00
83096	MARKET DISTRIBUTING	02/02/2017	3,251.65
83097	MARSHALL, PAUL	02/02/2017	143.00
83098	METRO ECSU	02/02/2017	200.00
83099	METRO MEALS ON WHEELS INC	02/02/2017	405.00
83100	MIDAMERICA ADMIN & RETIREMENT	02/02/2017	25.85
83101	MIDWEST BUS PARTS INC	02/02/2017	236.60
83102	MIDWEST TECHNOLOGY PRODUCTS	02/02/2017	55.72
83103	MIDWEST EDUC CONSULTANTS	02/02/2017	1,050.00
83104	MINVALCO INC	02/02/2017	1,161.38
83105	MIXED BLOOD THEATRE	02/02/2017	2,674.00
83106	MN MUSIC EDUCATORS ASSOC	02/02/2017	295.00
83107	MN ASSOC OF IB WORLD SCHOOLS	02/02/2017	150.00
83108	MN BOARD OF SCHOOL ADMINISTRAT	02/02/2017	75.00
83109	MN DNR OMB	02/02/2017	401.30
83110	MN STATE HIGH SCHOOL LEAGUE	02/02/2017	18.00
83111	MNAEYC-MNSACA	02/02/2017	35.00
83112	MN INTERSCHOLASTIC ATHLETIC AD	02/02/2017	475.00
83113	MOBILE RADIO ENGINEERING INC	02/02/2017	1,365.00
83114	MOHN, MONICA	02/02/2017	325.00
83115	MOORE, CYNTHIA A	02/02/2017	678.00
83116	MOORHEAD MACHINERY & BOILER CO	02/02/2017	557.75
83117	MOTTINGER, HUNTER	02/02/2017	124.00
83118	NAC MECHANICAL & ELECTRICAL SE	02/02/2017	17,980.00
83119	NASCO	02/02/2017	17.20
83120	NASP INC	02/02/2017	936.00
83121	NCPERS MINNESOTA	02/02/2017	176.00
83122	NCS PEARSON INC	02/02/2017	94.00
83123	NELSON, RICK	02/02/2017	143.00
83124	NFB INDEPENDENCE MARKET	02/02/2017	39.62
83125	NIVARTY, TEJAS	02/02/2017	980.19
83126	NORCENTRONIX DISTRIBUTING	02/02/2017	192.00
83127	NORTHBOUND CREATIVE	02/02/2017	659.81
83128	NORTHERN FOREST PRODUCTS LLC	02/02/2017	89.04
83129	NORTHERN STAR COUNCIL, BSA	02/02/2017	192.00

Check Nbr	Vendor Name	Check Date	Check Amount
83130	NORTHERN LANDSCAPE & IRRIGATIO	02/02/2017	280.00
83131	NOVAK, JAMES	02/02/2017	118.00
83132	NUTRI-SYSTEMS CORPORATION	02/02/2017	256.79
83133	OFFICE DEPOT	02/02/2017	313.97
83134	OLSON, TYLER	02/02/2017	124.00
83135	ORDWAY CENTER FOR PERFORMING	02/02/2017	245.00
83136	OXYGEN SERVICE CO INC	02/02/2017	80.93
83137	PATE, MARVIN	02/02/2017	82.00
83138	PERRON, DAN MATTHEW	02/02/2017	48.21
83139	PETERSEN, BILL	02/02/2017	82.00
83140	PETERSON BROS ROOFING & CONST	02/02/2017	1,152.19
83141	PFAU, PATRICK	02/02/2017	143.00
83142	PICTURE THAT!	02/02/2017	180.00
83143	PINZ	02/02/2017	210.00
83144	PITNEY BOWES PURCHASE POWER	02/02/2017	108.99
83145	PITNEY BOWES INC	02/02/2017	76.25
83146	PLADSON ENVIRONMENTAL INC	02/02/2017	1,520.00
83147	PLAYWORKS EDUC ENERGIZED	02/02/2017	2,050.00
83148	PLT SERVICES	02/02/2017	125.00
83149	POLAR CHEVROLET MAZDA	02/02/2017	118.29
83150	PONCE TRAINED WRESTLING	02/02/2017	750.00
83151	PRESS PUBLICATIONS	02/02/2017	402.14
83152	PRICE, RACHEL	02/02/2017	76.00
83153	R & R SPECIALTIES INC	02/02/2017	88.50
83154	RAMSEY COUNTY COMM HUMAN SVCS	02/02/2017	31,082.00
83155	RAMSEY COUNTY PARKS/REC DEPT	02/02/2017	10,922.50
83156	RANDY SHAVER CANCER RESEARCH	02/02/2017	1,875.00
83157	RED BALLOON BOOKSHOP	02/02/2017	126.28
83158	RED CROSS STORE	02/02/2017	2,692.14
83159	REDWOOD TOXICOLOGY LABORATORY	02/02/2017	156.40
83160	REGENTS OF THE UNIV OF MN	02/02/2017	395.00
83161	REGION 5AA	02/02/2017	401.00
83162	REIBEL HEATING & AIR COND	02/02/2017	2,200.00
83163	RENTAL REHAB & REPAIR	02/02/2017	6,636.00
83164	RJB PRODUCE	02/02/2017	522.00
83165	ROSEVILLE AREA HIGH SCHOOL	02/02/2017	250.00
83166	RUPP ANDERSON SQUIRES & WALDSP	02/02/2017	11,674.63
83167	SAARION, CARL A	02/02/2017	58.00
83168	SAFETY-KLEEN CORP	02/02/2017	394.34
83169	SAM'S CLUB/SYNCHRONY BANK	02/02/2017	591.62
83170	SAM'S CLUB/SYNCHRONY BANK	02/02/2017	499.52
83171	SAM'S CLUB/SYNCHRONY BANK	02/02/2017	49.36
83172	SAM'S CLUB/SYNCHRONY BANK	02/02/2017	424.17
83173	SCHMITT MUSIC COMPANY	02/02/2017	54.00
83174	SCHOOL SPECIALTY	02/02/2017	661.37
83175	SCHOOL STICKERS	02/02/2017	52.85
83176	SCHROEHER, JANE	02/02/2017	125.00
83177	SCIENCE FIRST LLC	02/02/2017	135.85
83178	SEEVER, GRAY	02/02/2017	160.00
83179	SHOREVIEW COMMUNITY CENTER	02/02/2017	118.21

Check Nbr	Vendor Name	Check Date	Check Amount
83180	SKY ZONE INDOOR TRAMPOLINE PAR	02/02/2017	1,525.00
83181	SMITH, JENNIFER	02/02/2017	90.00
83182	SCHOOL NUTRITION ASSOC (SNA)	02/02/2017	1,634.00
83183	SOUTH ST PAUL STEEL SUPPLY CO	02/02/2017	671.70
83184	SP CONTROLS	02/02/2017	30.00
83185	SPORTSMITH	02/02/2017	50.90
83186	SPSI INC	02/02/2017	1,047.52
83187	STAFF DEVELOPMENT FOR EDUCATOR	02/02/2017	439.00
83188	STANGL, PAUL	02/02/2017	81.00
83189	STAR TRIBUNE	02/02/2017	111.80
83190	STATE SUPPLY CO	02/02/2017	1,152.85
83191	STAY TUNED PIANO SERVICES	02/02/2017	98.00
83192	STEVE, KYLE R	02/02/2017	59.00
83193	STILLWATER HIGH SCHOOL	02/02/2017	145.00
83194	SUBWAY	02/02/2017	242.84
83195	SVL SERVICE CORPORATION	02/02/2017	3,632.75
83196	TAYLOR PUBLISHING CO	02/02/2017	919.50
83197	TEACHER SYNERGY LLC	02/02/2017	110.97
83198	TECHTRON ENGINEERING	02/02/2017	320.00
83199	TOWN LIFE	02/02/2017	1,215.00
83200	TRADE PRESS INC	02/02/2017	1,682.93
83201	TRIO SUPPLY COMPANY	02/02/2017	8,145.45
83202	TRUSTED EMPLOYEES	02/02/2017	1,453.00
83203	TURCOTTE, AMBER	02/02/2017	90.00
83204	TVEDT, ERIC	02/02/2017	164.00
83205	TWIN CITY GARAGE DOOR CO	02/02/2017	197.00
83206	TWIN CITY HARDWARE	02/02/2017	544.88
83207	TWIN CITY JANITOR SUPPLY CO	02/02/2017	6,625.00
83208	TWIN CITY TRANSPORTATION INC	02/02/2017	72,820.98
83209	TWIN CITY TEES	02/02/2017	1,523.76
83210	TWOROSKI-WISE, MARCUS DOUGLAS	02/02/2017	76.00
83211	UHL CO INC	02/02/2017	9,972.11
83212	THE UPS STORE #3299	02/02/2017	23.50
83213	US FOODS CULINARY EQUIP & SUPP	02/02/2017	478.96
83214	VERIZON WIRELESS	02/02/2017	1,412.07
83215	VADNAIS HEIGHTS ECONOMIC DEV C	02/02/2017	120.00
83216	VIKING ELECTRIC SUPPLY	02/02/2017	7,211.54
83217	WALTERS REBUILDERS	02/02/2017	129.95
83218	WARNER, GENE	02/02/2017	58.00
83219	WASHINGTON CO	02/02/2017	1,201.70
83220	WHITE BEAR CENTER FOR THE ARTS	02/02/2017	7,500.00
83221	WHITE BEAR GLASS INC	02/02/2017	456.00
83222	WHITE BEAR LAKE (CITY OF)	02/02/2017	1,050.00
83223	WELLNER LAW PLLC	02/02/2017	200.00
83224	WESTERN PSYCHOLOGICAL SERVICES	02/02/2017	99.00
83225	WILD MOUNTAIN	02/02/2017	1,360.00
83226	WINDSTREAM	02/02/2017	5,078.18
83227	WOHLERS, BRAD	02/02/2017	124.00
83228	X-GRAIN SPORTSWEAR	02/02/2017	144.00
83229	YOGA DEVOTION LLC	02/02/2017	832.00

Check Nbr	Vendor Name	Check Date	Check Amount
83230	ZYGO-USA	02/02/2017	309.50
301	Computer	Check(s) For a Total of	883,813.38

Check Nbr	Vendor Name	Check Date	Check Amount
81628	COOPS SPORTSWEAR	02/02/2017	0.00
82557	UNIVERSITY OF WI STOUT	02/02/2017	0.00
82663	DONATELLI'S	02/02/2017	0.00
82771	MN COACHES INC	02/02/2017	0.00
4	Manual	Check(s) For a Total of	0.00

	4	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	301	Computer	Checks For a Total of	883,813.38
Total For	305	Manual, Wire Tran, ACH &	Computer Checks	883,813.38
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	883,813.38

Check Nbr	Vendor Name	Check Date	Check Amount
83231	SECRETARY OF STATE	02/03/2017	35.00
1	Computer	Check(s) For a Total of	35.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	35.00
Total For	1	Manual, Wire Tran, ACH &	Computer Checks	35.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	35.00

Check Nbr	Vendor Name	Check Date	Check Amount
81883	FESTIVAL FOODS-KNOWLAN'S	02/03/2017	0.00
1	Manual	Check(s) For a Total of	0.00

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

Check Nbr	Vendor Name	Check Date	Check Amount
83232	AMERIPRISE FINANCIAL SERVICES	02/09/2017	12,854.93
83233	GREATER TWIN CITIES UNITED WAY	02/09/2017	145.00
83234	IUOE LOCAL 70	02/09/2017	2,233.88
83235	MESSERLI & KRAMER PA	02/09/2017	253.00
83236	METROPOLITAN LIFE	02/09/2017	2,422.49
83237	RAUSCH, STURM, ISRAEL,	02/09/2017	46.00
83238	SAM'S CLUB/SYNCHRONY BANK	02/09/2017	77.74
83239	Vendor Continued Check	02/09/2017	0.00
83240	SCHOOL SERVICE EMPLOYEES	02/09/2017	6,562.20
83241	US DEPT OF EDUCATION	02/09/2017	488.09
83242	VANGUARD SMALL BUSINESS SERVIC	02/09/2017	28,264.79
83243	WBLA EDUCATIONAL FOUNDATION	02/09/2017	743.50
12	Computer	Check(s) For a Total of	54,091.62

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	12	Computer	Checks For a Total of	54,091.62
Total For	12	Manual, Wire Tran, ACH &	Computer Checks	54,091.62
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	54,091.62

Check Nbr	Vendor Name	Check Date	Check Amount
161700722	ANDERSON, MELISSA KAY	02/14/2017	92.29
161700723	ASPER, STEVEN M	02/14/2017	1,265.28
161700724	BOSCH, DONALD	02/14/2017	1,500.00
161700725	BRAINARD, EVELYN	02/14/2017	50.00
161700726	BRODT, STACY ANN	02/14/2017	450.00
161700727	CULHANE, MARIEL	02/14/2017	133.92
161700728	DOMSCHOT, KATHLEEN SARA	02/14/2017	76.17
161700729	DYMIT, MARIE S	02/14/2017	410.85
161700730	EGEMO, PATRICIA ANN	02/14/2017	31.29
161700731	EVERT, ELIZABETH M	02/14/2017	50.00
161700732	FINK, AVIS A	02/14/2017	207.68
161700733	FRANTA, MOLLY J	02/14/2017	28.89
161700734	FUHRMAN, SARAH J	02/14/2017	37.98
161700735	FULTON, RYAN D	02/14/2017	63.00
161700736	GRIEBENOW, BRIAN N	02/14/2017	492.46
161700737	HORAZDOVSKY, LEILA JOANNE	02/14/2017	278.49
161700738	HURT, JON-MYCHAL B	02/14/2017	54.30
161700739	IVEY, JEFFREY D	02/14/2017	146.09
161700740	KANCANS, ANDREW V	02/14/2017	30.42
161700741	KAZAK, PAIGE R	02/14/2017	28.64
161700742	KAZMIERCZAK, CLARE C	02/14/2017	463.60
161700743	KENTFIELD, KELLY S	02/14/2017	36.92
161700744	LANGSDALE, MATTHEW J	02/14/2017	235.00
161700745	LOVETT, MICHAEL J	02/14/2017	1,356.81
161700746	MALONE, FRANK	02/14/2017	87.38
161700747	MCGARTHWAITE, MICHAEL R	02/14/2017	47.08
161700748	MEUWISSEN, PAUL WILLIAM	02/14/2017	127.88
161700749	MORTEK, DARYL C	02/14/2017	50.00
161700750	MUNSON, KARI LYNN	02/14/2017	28.85
161700751	NADEAU, MARGARET M	02/14/2017	195.00
161700752	OCONELL, CHRISTOPHER J	02/14/2017	32.00
161700753	OYEN, JENNIFER M	02/14/2017	30.72
161700754	PALUMBO, JOSEPH L	02/14/2017	19.00
161700755	PARR, ANDREW S	02/14/2017	357.98
161700756	PASQUALINI, LISA M	02/14/2017	152.99
161700757	PLASTER, MARK ANTHONY	02/14/2017	45.75
161700758	RUDDY, JACQUELINE M	02/14/2017	49.90
161700759	SALENGER, SETH A	02/14/2017	67.47
161700760	SCHENZ, KIMBERLEE R	02/14/2017	107.60
161700761	SCHMID, NICOLE R	02/14/2017	507.25
161700762	SCHOUVIELLER, LORI J	02/14/2017	80.87
161700763	SKOGEN, MATTHEW K	02/14/2017	208.89
161700764	STUCYNSKI, JILL L	02/14/2017	30.49
161700765	TATE, JO E	02/14/2017	93.89
161700766	VAVRICKA, ROCHELLE L	02/14/2017	224.11
161700767	VICHICH, JOHN P	02/14/2017	19.00
161700768	WERNER, ELIZABETH M	02/14/2017	250.57
161700769	YOUNGBAUER, CAROLYN K	02/14/2017	92.16
161700770	ZHANG, JIAMEI	02/14/2017	134.19

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WHITE BEAR LAKE MN ISD #624
ACH Check Summary

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02/14/17

PAGE: 2

Check Nbr	Vendor Name	Check Date	Check Amount
49	ACH	Check(s) For a Total of	10,561.10

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	49	ACH	Checks For a Total of	10,561.10
	0	Computer	Checks For a Total of	0.00
Total For	49	Manual, Wire Tran, ACH &	Computer Checks	10,561.10
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	10,561.10

Check Nbr	Vendor Name	Check Date	Check Amount
0	BMO	02/14/2017	6,599.55
1	Manual	Check(s) For a Total of	6,599.55

	1	Manual	Checks For a Total of	6,599.55
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH &	Computer Checks	6,599.55
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	6,599.55

Check Nbr	Vendor Name	Check Date	Check Amount
83244	109 ARCHERY	02/16/2017	30.00
83245	A-1 HYDRAULIC SALES & SERVICE	02/16/2017	33.96
83246	AARP DRIVER SAFETY PROGRAM	02/16/2017	265.00
83247	ABEE INC	02/16/2017	2,760.00
83248	ACCLAIM SERVICES INC	02/16/2017	4,780.95
83249	ACT INC	02/16/2017	250.00
83250	ADAMS, PAUL	02/16/2017	82.00
83251	ADVANCED WIRELESS COMMUNICATIO	02/16/2017	171.07
83252	AFTON ALPS SKI AREA	02/16/2017	2,567.10
83253	Vendor Continued Check	02/16/2017	0.00
83254	AGROPUR INC	02/16/2017	21,545.80
83255	ALVIN, CHRISTINE	02/16/2017	12.00
83256	AMAZON	02/16/2017	172.63
83257	AMERICAN MESSAGING	02/16/2017	33.14
83258	AMERIPRIDE SERVICES	02/16/2017	851.75
83259	AMI IMAGING SYSTEMS INC	02/16/2017	750.00
83260	ANDERSON'S	02/16/2017	160.20
83261	ANOKA COUNTY TREASURY DEPARTME	02/16/2017	155.26
83262	APPLE COMPUTER INC	02/16/2017	228.00
83263	ARCH LANGUAGE NETWORK	02/16/2017	862.50
83264	ARMSTRONG HIGH SCHOOL	02/16/2017	220.00
83265	ASL INTERPRETING SERVICES	02/16/2017	120.00
83266	AUDIO RESOURCE GROUP	02/16/2017	7,768.00
83267	THE BAKKEN MUSEUM	02/16/2017	2,505.00
83268	BARNES & NOBLE	02/16/2017	20.00
83269	BARNETT WB CHRYSLER JEEP DODGE	02/16/2017	144.16
83270	BARNHART, AMANDA MARIE	02/16/2017	3.99
83271	BARTHOLD	02/16/2017	1,816.32
83272	BATTERIES PLUS BULBS	02/16/2017	1,554.85
83273	BEDNAR, TAMMY	02/16/2017	120.00
83274	BENCHMARK BEHAVIORAL HEALTH SY	02/16/2017	2,625.00
83275	BENSON, WILLIAM P	02/16/2017	161.00
83276	BIG THRILL FACTORY	02/16/2017	120.00
83277	BLICK ART MATERIALS	02/16/2017	649.20
83278	BLUE BELL ENTERPRISES INC	02/16/2017	6,500.48
83279	BOLAND, JEROME T	02/16/2017	76.00
83280	BOWMAN, DON	02/16/2017	76.00
83281	BOYER TRUCKS	02/16/2017	605.62
83282	BOYS TOWN PRESS	02/16/2017	37.40
83283	BRAMSCHER, JUDEE	02/16/2017	11.90
83284	BSN SPORTS	02/16/2017	3,063.71
83285	THE BUG COMPANY	02/16/2017	48.00
83286	CAPOCASA, WILLIAM J	02/16/2017	82.00
83287	CDW GOVERNMENT INC	02/16/2017	1,926.64
83288	CENTURY COLLEGE	02/16/2017	1,495.00
83289	CHAMPIONSHIP PRODUCTS UNLTD	02/16/2017	213.90
83290	CHISAGO LAKES COMM EDUC	02/16/2017	80.00
83291	CINTAS CORP #470	02/16/2017	293.45
83292	CIRCUS JUVENTAS	02/16/2017	2,465.00
83293	CITI-CARGO & STORAGE CO INC	02/16/2017	85.00

Check Nbr	Vendor Name	Check Date	Check Amount
83294	CLARK, CYNTHIA JEAN	02/16/2017	12.75
83295	CLINICARE CORP	02/16/2017	2,578.60
83296	COBORNS DELIVERS	02/16/2017	117.03
83297	COLEMAN, ERNEST	02/16/2017	58.00
83298	COLLER, RONALD	02/16/2017	81.00
83299	COMBS, DEWAYNE	02/16/2017	76.00
83300	COMCAST	02/16/2017	280.92
83301	COMMANDING EDGE	02/16/2017	1,709.00
83302	COMPASS MINERALS	02/16/2017	1,913.68
83303	COMPLIANCE SIGNS INC	02/16/2017	45.50
83304	CONNEY SAFETY	02/16/2017	670.20
83305	CONTINENTAL CLAY CO	02/16/2017	982.32
83306	CONTINENTAL RESEARCH CORP	02/16/2017	1,705.90
83307	COOPER, KENNETH	02/16/2017	82.00
83308	COOPS SPORTSWEAR	02/16/2017	516.00
83309	COREY, LINDA	02/16/2017	144.45
83310	CORNERSTONE OCCUPATIONAL	02/16/2017	30.00
83311	CRISIS PREVENTION INSTITUTE IN	02/16/2017	1,632.50
83312	CULLIGAN BOTTLED WATER	02/16/2017	26.00
83313	CUMMINS NPOWER LLC	02/16/2017	413.06
83314	DAHLE, MARY A	02/16/2017	18.75
83315	DAKOTA TRUCK UNDERWRITERS	02/16/2017	58,568.00
83316	DALCO CORPORATION	02/16/2017	24,585.03
83317	DEBZ SHIRTZ	02/16/2017	396.00
83318	DECKER INC	02/16/2017	956.92
83319	DEJARLAIS, MARILYN	02/16/2017	73.31
83320	DELTA EDUCATION	02/16/2017	302.67
83321	DEMCO INC	02/16/2017	62.15
83322	DESIGNER SIGN SYSTEMS INC	02/16/2017	42.60
83323	DISCOUNT SCHOOL SUPPLY	02/16/2017	28.28
83324	DIVERSIFIED SNACK DISTRIBUTION	02/16/2017	1,577.12
83325	DOMIER, MARILYN	02/16/2017	11.47
83326	DOMINOS PIZZA	02/16/2017	151.17
83327	DOMINOS PIZZA	02/16/2017	329.86
83328	DONATELLI'S	02/16/2017	5,029.52
83329	DOOR SERVICE COMPANY	02/16/2017	1,448.00
83330	DOUGLAS, SANDRA L	02/16/2017	150.00
83331	DEFINITIVE TECHNOLOGY SOLUTION	02/16/2017	11,346.55
83332	DEFINITIVE TECHNOLOGY SOLUTION	02/16/2017	11,869.33
83333	DUNASKI, CRYSTAL	02/16/2017	20.00
83334	CITY OF EAGAN PARKS & REC	02/16/2017	200.00
83335	EAST RIDGE HIGH SCHOOL	02/16/2017	200.00
83336	ECKROTH MUSIC	02/16/2017	320.57
83337	EDUCATIONAL RESEARCH AND DEV	02/16/2017	125.00
83338	EESCO UNITED ELECTRIC	02/16/2017	109.28
83339	ELECTRIC MOTOR REPAIR	02/16/2017	508.34
83340	ELLISON EDUC EQUIP INC	02/16/2017	34.00
83341	ELLWEIN, DAN	02/16/2017	124.00
83342	ENTERTAINMENT PLUS	02/16/2017	265.00
83343	ENVIROBATE	02/16/2017	574.00

Check Nbr	Vendor Name	Check Date	Check Amount
83344	ELECTRICAL PRODUCTION SERVICES	02/16/2017	15,684.00
83345	THE EQUITY COLLABORATIVE	02/16/2017	4,000.00
83346	ESSENTIAL SKILLS	02/16/2017	271.16
83347	EVIL MAD SCIENCE LLC	02/16/2017	675.00
83348	F&N OPERATIONS LLC	02/16/2017	836.82
83349	FAISON, JOHN	02/16/2017	76.00
83350	FARMINGTON HIGH SCHOOL	02/16/2017	110.00
83351	FASTENAL COMPANY	02/16/2017	403.70
83352	FESTIVAL FOODS-KNOWLAN'S	02/16/2017	760.46
83353	FILTER RECYCLING SERVICES	02/16/2017	100.00
83354	FIRST STUDENT INC	02/16/2017	430,559.74
83355	FLINN SCIENTIFIC INC	02/16/2017	593.83
83356	FRATTALONES HARDWARE STORES	02/16/2017	451.96
83357	GALLAGHERS NORTHWESTERN TIRE C	02/16/2017	1,075.23
83358	GALLIVAN, PATRICK	02/16/2017	180.00
83359	GALVIN JAMES B	02/16/2017	32.10
83360	GEFRE, DEBRA L	02/16/2017	15.00
83361	GERADS, TRAVIS	02/16/2017	76.00
83362	GMS INDUSTRIAL SUPPLIES INC	02/16/2017	354.12
83363	GOPHER	02/16/2017	1,697.28
83364	GRAFFIC TRAFFIC LLC	02/16/2017	156.50
83365	Vendor Continued Check	02/16/2017	0.00
83366	GRAINGER	02/16/2017	1,104.05
83367	GRANDMA'S BAKERY INC	02/16/2017	74.91
83368	GREAT LAKES COCA COLA DIST LLC	02/16/2017	1,512.24
83369	Vendor Continued Check	02/16/2017	0.00
83370	GREAT RIVER OFFICE PRODUCTS	02/16/2017	609.94
83371	GREATAMERICA FINANCIAL SERVICE	02/16/2017	1,264.01
83372	GROTH MUSIC CO	02/16/2017	45.99
83373	GROUP TRAVEL PLANNERS	02/16/2017	7,840.00
83374	HALLBERG ENGINEERING INC	02/16/2017	2,130.00
83375	HANDLEBAR PERCUSSION	02/16/2017	286.00
83376	HANSON, EUGENE	02/16/2017	96.50
83377	HANSON, TRAVIS	02/16/2017	124.00
83378	HEALTHPARTNERS MEDICAL GROUP	02/16/2017	575.00
83379	HELD, MATT	02/16/2017	124.00
83380	HERITAGE	02/16/2017	3,000.00
83381	HISTORY THEATRE	02/16/2017	12.00
83382	HOBART SERVICE	02/16/2017	747.20
83383	HOFFMAN, RICHARD A	02/16/2017	59.00
83384	HOGLUND BUS AND TRUCK CO	02/16/2017	5,052.94
83385	HORN, TYLER	02/16/2017	116.00
83386	HOUGHTON MIFFLIN HARCOURT	02/16/2017	234.08
83387	HUDZIAK, LARRY	02/16/2017	25.00
83388	HUGHES, MICHAEL THOMAS	02/16/2017	20.00
83389	HUGO EQUIPMENT CO	02/16/2017	28.30
83390	Vendor Continued Check	02/16/2017	0.00
83391	Vendor Continued Check	02/16/2017	0.00
83392	Vendor Continued Check	02/16/2017	0.00
83393	Vendor Continued Check	02/16/2017	0.00

Check Nbr	Vendor Name	Check Date	Check Amount
83394	Vendor Continued Check	02/16/2017	0.00
83395	IFD	02/16/2017	140,713.01
83396	IKI INC	02/16/2017	243.00
83397	INNOVATIVE OFFICE SOLUTIONS	02/16/2017	3,292.21
83398	INTEGRA TELECOM	02/16/2017	112.50
83399	INTELLIGERE INC	02/16/2017	160.00
83400	INTERMEDIATE DISTRICT 287	02/16/2017	1,212.26
83401	Vendor Continued Check	02/16/2017	0.00
83402	INTL BACCALAUREATE ORGANIZATIO	02/16/2017	19,931.46
83403	J & R SCHOOL SUPPLIES	02/16/2017	209.00
83404	JACKSON, ERIC	02/16/2017	146.00
83405	JAYTECH INC	02/16/2017	1,633.89
83406	JENS VENDING	02/16/2017	176.00
83407	JOHN HENRY FOSTER MINNESOTA	02/16/2017	86.06
83408	JOHNSON, ANDY	02/16/2017	106.00
83409	JONES, AMY	02/16/2017	4,100.00
83410	KAISER, PHYLLIS	02/16/2017	10.87
83411	KARLSBURGER FOODS INC	02/16/2017	90.60
83412	KATH FUEL OIL SERVICE CO	02/16/2017	52,036.27
83413	KELLER GOLF COURSE	02/16/2017	2,700.00
83414	KELLOGG, HEATHER HELENE	02/16/2017	20.00
83415	KEOUGH, NICOLE	02/16/2017	140.00
83416	KIDCREATE STUDIO	02/16/2017	636.00
83417	KING, RANDY	02/16/2017	116.00
83418	KIRCHBERG PAUL	02/16/2017	106.00
83419	KLINGSPORN, TODD	02/16/2017	76.00
83420	KLOSTER, MARY	02/16/2017	53.12
83421	KNAPPENBERGER, ALLEN	02/16/2017	105.75
83422	KOLLIE, NATHAN	02/16/2017	58.00
83423	KOLTES, GREGORY	02/16/2017	58.00
83424	KOREEN, GLORIA	02/16/2017	83.71
83425	KRAFT CONTRACTING & MECHANICAL	02/16/2017	11,222.58
83426	KREMER SERVICES LLC	02/16/2017	3,565.78
83427	KUBITSCHK, KEITH	02/16/2017	116.00
83428	KULLY SUPPLY COMPANY	02/16/2017	1,629.26
83429	LABELLE, PAUL H	02/16/2017	116.00
83430	LACRAFTS.COM	02/16/2017	24.98
83431	LAKEAIRES PTO	02/16/2017	1,000.00
83432	LAKESHORE LEARNING MATERIALS	02/16/2017	236.44
83433	LAKEVIEW ELECTRICAL SERVICES	02/16/2017	1,265.00
83434	LALIBERTE, DAMON	02/16/2017	76.00
83435	LAROCHELLE, DAVID	02/16/2017	1,000.00
83436	LARSON, BEVERLEY M	02/16/2017	17.84
83437	LEARNING A-Z	02/16/2017	109.95
83438	LEE, ERIC JAMES	02/16/2017	23.00
83439	LENZ, KELLY	02/16/2017	68.00
83440	LEVASSEUR, MARY	02/16/2017	27.20
83441	LIBERTY CLASSICAL ACADEMY	02/16/2017	612.50
83442	LIBRARIANS CHOICE	02/16/2017	347.01
83443	LINCOLN ELEMENTARY PTA	02/16/2017	100.00

Check Nbr	Vendor Name	Check Date	Check Amount
83444	LINDHOLM, LYNN	02/16/2017	15.30
83445	LOEFFLER SHOES	02/16/2017	179.95
83446	LORENZ RECOGNITION CO	02/16/2017	23.95
83447	L T G POWER EQUIPMENT	02/16/2017	198.65
83448	LUNDGREN, JOANNE M	02/16/2017	18.70
83449	MACKIN EDUCATIONAL RESOURCES	02/16/2017	477.79
83450	MN ASSOC FOR CHILDREN'S MENTAL	02/16/2017	179.00
83451	MACPHAIL CENTER FOR MUSIC	02/16/2017	17,301.50
83452	MARCO, INC	02/16/2017	650.18
83453	MARKET DISTRIBUTING	02/16/2017	1,781.65
83454	MARTENS, PAMELA	02/16/2017	27.20
83455	MASA	02/16/2017	109.00
83456	MATTSON, JERILYN	02/16/2017	143.00
83457	MN CENTER FOR BOOK ARTS	02/16/2017	882.00
83458	MCGRAW HILL COMPANIES	02/16/2017	55.00
83459	MN ELEMENTARY SCH PRIN ASSOC	02/16/2017	425.00
83460	METRO ECSU	02/16/2017	1,495.00
83461	METRO MEALS ON WHEELS INC	02/16/2017	146.50
83462	MID CITY SERVICES - INDUSTRIAL	02/16/2017	1,922.06
83463	MIDWEST BUS PARTS INC	02/16/2017	598.37
83464	MIDWEST SOUND DJ ENTERTAINMENT	02/16/2017	495.00
83465	MILLIGAN, THERESA J	02/16/2017	41.00
83466	MINVALCO INC	02/16/2017	1,371.45
83467	MN CHILDRENS MUSEUM	02/16/2017	130.00
83468	MN DEPT OF LABOR & INDUSTRY	02/16/2017	48.00
83469	MN DEPT OF AGRICULTURE	02/16/2017	10.00
83470	MN ELEVATOR INC	02/16/2017	1,617.75
83471	MN HISTORICAL SOCIETY	02/16/2017	520.00
83472	MINNESOTA REVENUE	02/16/2017	666.72
83473	MN SWORD PLAY	02/16/2017	600.00
83474	MN TIMBERWOLVES	02/16/2017	100.00
83475	MOBILE RADIO ENGINEERING INC	02/16/2017	362.80
83476	MOORHEAD MACHINERY & BOILER CO	02/16/2017	2,585.81
83477	MOREN, THOMAS	02/16/2017	34.00
83478	MUEDEKING, TANYA	02/16/2017	78.96
83479	MURPHY CONSTRUCTION SERVICES	02/16/2017	2,693.00
83480	MUSIC CONNECTION INC	02/16/2017	3,475.00
83481	NAMI-MN	02/16/2017	200.00
83482	NASP INC	02/16/2017	736.00
83483	NASSEFF MECH CONTRACTORS	02/16/2017	1,908.00
83484	NATL RECOGNITION PRODUCTS	02/16/2017	860.15
83485	NAVIN, AUSTIN	02/16/2017	124.00
83486	NCS PEARSON INC	02/16/2017	632.66
83487	NELSON, MARIAN	02/16/2017	14.49
83488	NEW PRAGUE ARCHERY CLUB	02/16/2017	60.00
83489	NEWTRAX	02/16/2017	172.10
83490	NIENHUIS MONTESSORI USA INC	02/16/2017	499.47
83491	NITPICKERZ	02/16/2017	69.00
83492	NORCENTRONIX DISTRIBUTING	02/16/2017	513.00
83493	NORTH CENTRAL TRUCK EQUIPMENT	02/16/2017	2,397.48

Check Nbr	Vendor Name	Check Date	Check Amount
83494	NORTH STAR BANK	02/16/2017	7,650.00
83495	NORTH SUBURBAN TOWING	02/16/2017	825.00
83496	NORTHBOUND CREATIVE	02/16/2017	4,692.00
83497	NORTHEAST METRO INTERMEDIATE D	02/16/2017	118,323.49
83498	NORTHEAST YOUTH & FAMILY	02/16/2017	30.00
83499	O'NEIL, LOIS	02/16/2017	23.76
83500	O'REILLY AUTOMOTIVE INC	02/16/2017	1,004.88
83501	OFFICE DEPOT	02/16/2017	82.08
83502	OLSEN FIRE PROTECTION	02/16/2017	452.50
83503	OLSON, SUZANNE K	02/16/2017	11.90
83504	ON SITE SANITATION INC	02/16/2017	216.00
83505	ONLY 1 AUTO GLASS	02/16/2017	274.91
83506	OXYGEN SERVICE CO INC	02/16/2017	128.01
83507	PAR INC	02/16/2017	340.04
83508	PATIENT TOOLS INC	02/16/2017	141.00
83509	PAUL VADNAIS PLUMBING & WELL	02/16/2017	595.00
83510	PELCO CONSTRUCTION LLC	02/16/2017	12,784.00
83511	PETERSON BROS ROOFING & CONST	02/16/2017	3,432.70
83512	PHOENIX ALTERNATIVES INC	02/16/2017	427.50
83513	PIECES OF MIND AND BODY	02/16/2017	315.97
83514	PINZ	02/16/2017	330.34
83515	PITNEY BOWES PURCHASE POWER	02/16/2017	1,270.99
83516	PLAS-TIQUE PRODUCTS INC	02/16/2017	74.00
83517	POLAR CHEVROLET MAZDA	02/16/2017	233.90
83518	POSITIVE COACHING ALLIANCE	02/16/2017	400.00
83519	POSTMASTER	02/16/2017	3,100.00
83520	PRAXAIR DISTRIBUTION INC	02/16/2017	150.43
83521	PREMIUM WATERS INC	02/16/2017	3.99
83522	PRESS PUBLICATIONS	02/16/2017	152.67
83523	PRINCETON ARCHERY	02/16/2017	260.00
83524	PRO-ED INC	02/16/2017	217.80
83525	PRZYBYLSKI, CAROLE	02/16/2017	5.00
83526	PSAT/NMSQT	02/16/2017	2,893.00
83527	QUALITY RESOURCE GROUP INC	02/16/2017	725.45
83528	RAMSEY COUNTY	02/16/2017	4,339.70
83529	READ NATURALLY INC	02/16/2017	594.00
83530	RED BALLOON BOOKSHOP	02/16/2017	258.18
83531	REHBEIN TRANSIT CO INC	02/16/2017	17,738.40
83532	REPTILE & AMPHIBIAN DISCOVERY	02/16/2017	265.00
83533	RESOURCES FOR READING INC	02/16/2017	407.59
83534	RETHLAKE, DAYNA	02/16/2017	76.00
83535	THE RETROFIT COMPANIES INC	02/16/2017	290.30
83536	S/P2	02/16/2017	249.00
83537	SAFE N SOUND MOBILE	02/16/2017	12.50
83538	SAFEWAY DRIVING SCHOOL	02/16/2017	9,450.00
83539	SAIKO, KATHY	02/16/2017	37.40
83540	SARGENT-WELCH	02/16/2017	626.81
83541	SCANTRON CORPORATION	02/16/2017	79.26
83542	SCHMITT MUSIC COMPANY	02/16/2017	85.00
83543	SCHOLASTIC BOOK CLUBS INC	02/16/2017	45.00

Check Nbr	Vendor Name	Check Date	Check Amount
83544	SCHOOL OUTFITTERS	02/16/2017	606.85
83545	SCHOOL SPECIALTY	02/16/2017	124.04
83546	SCHUMER, PAT	02/16/2017	76.00
83547	SHIFFLER EQUIPMENT SALES INC	02/16/2017	401.74
83548	SKATETIME SCHOOL PROGRAMS	02/16/2017	1,550.00
83549	SCHOOL NUTRITION ASSOC (SNA)	02/16/2017	11.00
83550	SCHOOL NUTRITION ASSOC (SNA)	02/16/2017	50.00
83551	SNODDY, JASON	02/16/2017	82.00
83552	SOUTH ST PAUL STEEL SUPPLY CO	02/16/2017	197.91
83553	SPORTBOARDZ	02/16/2017	82.45
83554	ST ANDREWS LUTHERAN CHURCH	02/16/2017	600.00
83555	ST PAUL RIVER CENTRE	02/16/2017	1,080.00
83556	ST PAUL SAINTS	02/16/2017	374.00
83557	STAFSHOLT, ANGELIKAH	02/16/2017	49.30
83558	STAPLES ADVANTAGE	02/16/2017	2,489.73
83559	STARFALL EDUC FOUNDATION	02/16/2017	270.00
83560	STATE SUPPLY CO	02/16/2017	1,478.11
83561	THE STATION EVENT CENTER	02/16/2017	2,262.48
83562	STEINER, EILEEN A	02/16/2017	38.45
83563	SUMMIT COMPANIES	02/16/2017	310.00
83564	SVAC, NICK	02/16/2017	143.00
83565	TEAMWORKS INTERNATIONAL INC	02/16/2017	631.42
83566	TESSIER, NEIL	02/16/2017	143.00
83567	THYSENKRUPP ELEVATOR CORP	02/16/2017	681.00
83568	TIES	02/16/2017	1,992.00
83569	TOP 20 TRAINING LLC	02/16/2017	20.00
83570	TOTAL ENTERTAINMENT PRODUCTION	02/16/2017	250.00
83571	TOTINO-GRACE HIGH SCHOOL	02/16/2017	310.47
83572	TRADE PRESS INC	02/16/2017	519.00
83573	TRANSPORTATION MGMT CORP	02/16/2017	31.50
83574	TREASURED TRANSPORTATION	02/16/2017	51,878.16
83575	TRED-EX CORP	02/16/2017	1,100.00
83576	TREETOP PUBLISHING INC	02/16/2017	50.50
83577	T.R.F. SUPPLY CO	02/16/2017	743.84
83578	TRI-STATE BOBCAT	02/16/2017	189.95
83579	TROLLHAUGEN	02/16/2017	1,232.00
83580	TWIN CITY JANITOR SUPPLY CO	02/16/2017	384.30
83581	TWINS BALLPARK LLC	02/16/2017	1,385.00
83582	UNIVERSITY OF MINNESOTA	02/16/2017	290.00
83583	THE UPS STORE #3299	02/16/2017	252.40
83584	US FOODS CULINARY EQUIP & SUPP	02/16/2017	376.76
83585	VENBURG TIRE CO	02/16/2017	50.00
83586	VERIZON WIRELESS	02/16/2017	131.76
83587	VERPLAETSE, MARK J	02/16/2017	81.00
83588	VFW POST 1782	02/16/2017	175.00
83589	VADNAIS HEIGHTS ECONOMIC DEV C	02/16/2017	30.00
83590	VIKING ELECTRIC SUPPLY	02/16/2017	5,395.96
83591	WALDOCH SPORTS INC	02/16/2017	153.97
83592	WALTERS REBUILDERS	02/16/2017	359.95
83593	WB AREA EMERGENCY FOOD SHELF	02/16/2017	45.00

Check Nbr	Vendor Name	Check Date	Check Amount
83594	WHITE BEAR CENTER FOR THE ARTS	02/16/2017	5,500.00
83595	WHITE BEAR FLORAL SHOP	02/16/2017	72.00
83596	WHITE BEAR GLASS INC	02/16/2017	490.00
83597	WHITE BEAR RENTAL EQUIPMENT	02/16/2017	448.80
83598	Vendor Continued Check	02/16/2017	0.00
83599	WHITE BEAR LAKE (CITY OF)	02/16/2017	6,920.18
83600	WELLNER LAW PLLC	02/16/2017	200.00
83601	WERNER, SARA ELIZABETH	02/16/2017	85.25
83602	WIESER EDUCATIONAL INC	02/16/2017	412.40
83603	WILCOX, ELIZABETH C	02/16/2017	50.00
83604	WILCOX PAPER	02/16/2017	1,208.00
83605	WILSON, SCOTT	02/16/2017	116.00
83606	WIMER, MARY KATHRYN	02/16/2017	150.00
83607	WINNICK SUPPLY	02/16/2017	24.18
83608	WL HALL COMPANY	02/16/2017	1,536.23
83609	WOODWARD ACADEMY	02/16/2017	596.41
83610	WORTHLEY, SUZANNE	02/16/2017	652.80
83611	YANEZ, BEN	02/16/2017	81.00
83612	ZARAMBO, MARIA L	02/16/2017	68.00
83613	ZIEGLER INC	02/16/2017	3,993.58
370	Computer	Check(s) For a Total of	1,285,794.04

Check Nbr	Vendor Name	Check Date	Check Amount
82863	SVL SERVICE CORPORATION	02/16/2017	0.00
1	Manual	Check(s) For a Total of	0.00

Check Nbr	Vendor Name	Check Date	Check Amount
81336	STAFSHOLT, ANGELIKAH	02/16/2017	49.30
1	Void	Check(s) For a Total of	49.30

	1	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	370	Computer	Checks For a Total of	1,285,794.04
Total For	371	Manual, Wire Tran, ACH & Computer	Checks	1,285,794.04
Less	1	Voided	Checks For a Total of	49.30
			Net Amount	1,285,744.74

Check Nbr	Vendor Name	Check Date	Check Amount
83614	4IMPRINT INC	02/24/2017	405.96
83615	AARP DRIVER SAFETY PROGRAM	02/24/2017	565.00
83616	AARP DRIVER SAFETY PROGRAM	02/24/2017	435.00
83617	ACOSTA, PETER	02/24/2017	18.00
83618	AMAZON	02/24/2017	278.74
83619	AMAZON	02/24/2017	1,353.06
83620	AMAZON	02/24/2017	458.50
83621	AMAZON	02/24/2017	355.97
83622	AMAZON	02/24/2017	1,110.73
83623	AMAZON	02/24/2017	1,348.05
83624	AMAZON	02/24/2017	1,207.75
83625	AMAZON	02/24/2017	322.49
83626	AMAZON	02/24/2017	287.39
83627	AMAZON	02/24/2017	838.34
83628	AMAZON	02/24/2017	224.87
83629	AMAZON	02/24/2017	70.29
83630	AMAZON	02/24/2017	277.05
83631	AMER CANCER SOCIETY-HOPE LODGE	02/24/2017	799.26
83632	ANDERSON, KATHY	02/24/2017	20.00
83633	ANDERSON, REBECCA	02/24/2017	20.00
83634	ARBOR SCIENTIFIC	02/24/2017	488.51
83635	AVON BUSINESS FORMS & PROMOTIO	02/24/2017	101.97
83636	BALZER, NATHAN	02/24/2017	76.00
83637	BEHLOW, DAVID	02/24/2017	169.76
83638	BELIEVE PRODUCTIONS	02/24/2017	1,630.10
83639	BELL, DAN	02/24/2017	124.00
83640	BERRY BLENDZ - EDEN PRAIRIE	02/24/2017	615.00
83641	BEST WESTERN WB COUNTRY INN	02/24/2017	680.05
83642	BITTNER, MARK	02/24/2017	82.00
83643	BLICK ART MATERIALS	02/24/2017	186.97
83644	BLOOM, JENNIFER M	02/24/2017	158.00
83645	BOE, MINDY	02/24/2017	27.00
83646	BOHANNON, DUSTIN LINN	02/24/2017	20.00
83647	BOUGIE, MICHAEL	02/24/2017	72.00
83648	BOYER TRUCKS	02/24/2017	84.12
83649	BROWN, BRUCE	02/24/2017	82.00
83650	CAPOCASA, WILLIAM J	02/24/2017	76.00
83651	CATALYST SPORTS MEDICINE	02/24/2017	168.00
83652	CHAMPIONSHIP PRODUCTS UNLTD	02/24/2017	33.90
83653	CHAPMAN, RON	02/24/2017	58.00
83654	CLEAN IMAGE	02/24/2017	410.00
83655	COLE, WENDY L	02/24/2017	20.00
83656	CONSTANTINE DANCE CLASSES	02/24/2017	924.00
83657	CONTINENTAL CLAY CO	02/24/2017	39.53
83658	CORNERSTONE OCCUPATIONAL	02/24/2017	30.00
83659	COURTNEY, MARK	02/24/2017	58.00
83660	CRAIGAN, NEIL	02/24/2017	175.00
83661	CUB FOODS OF WHITE BEAR TWSHP	02/24/2017	980.57
83662	CULLIGAN BOTTLED WATER	02/24/2017	125.85
83663	CUMMINS NPOWER LLC	02/24/2017	9,110.07

Check Nbr	Vendor Name	Check Date	Check Amount
83664	DECOREY, TRAVIS	02/24/2017	300.00
83665	DELLWOOD COUNTRY CLUB	02/24/2017	937.70
83666	DESIGNER SIGN SYSTEMS INC	02/24/2017	99.94
83667	DIAZ, LINDA JUDITH	02/24/2017	14.00
83668	DLR GROUP	02/24/2017	5,413.95
83669	DONATELLI'S	02/24/2017	144.62
83670	DOOLEY-SEMPLE, JESSICA L	02/24/2017	58.00
83671	DREHER, JASON ROBERT	02/24/2017	17.00
83672	DEFINITIVE TECHNOLOGY SOLUTION	02/24/2017	10,453.86
83673	DUNCANSON, JEFFREY MICHAEL	02/24/2017	20.00
83674	ECKROTH MUSIC	02/24/2017	9.10
83675	ED'S TROPHIES INC	02/24/2017	6.00
83676	ELLEFSON, JOANN	02/24/2017	76.00
83677	FESTIVAL FOODS-KNOWLAN'S	02/24/2017	126.98
83678	FINN SISU	02/24/2017	614.32
83679	FIREFLY COMPUTERS	02/24/2017	349.00
83680	FISCHER, JULIE	02/24/2017	20.00
83681	FLANAGAN, HOPE LYNN	02/24/2017	400.00
83682	FOLLETT SCHOOL SOLUTIONS INC	02/24/2017	1,836.70
83683	FREY SCIENTIFIC	02/24/2017	745.45
83684	FUN EXPRESS LLC	02/24/2017	51.50
83685	GALLAGHERS NORTHWESTERN TIRE C	02/24/2017	936.38
83686	GALLAGHER & ASSOC	02/24/2017	743.95
83687	GOPHER	02/24/2017	1,076.83
83688	GRAINGER	02/24/2017	652.17
83689	GRAND SLAM SPORTS @ COON RAPID	02/24/2017	1,850.00
83690	GROCH, MIKE	02/24/2017	76.00
83691	GROTH MUSIC CO	02/24/2017	873.34
83692	GUERIN KERRY	02/24/2017	76.00
83693	GUILFORD PUBLICATIONS	02/24/2017	140.25
83694	GUNDERSON, HEIDI ANN	02/24/2017	20.00
83695	H & B SPECIALIZED PRODUCTS	02/24/2017	944.00
83696	HANSON, EUGENE	02/24/2017	82.00
83697	HEALTHPARTNERS	02/24/2017	226,771.05
83698	HERMES, MARK W	02/24/2017	82.00
83699	HIAWATHA HOMECARE	02/24/2017	999.00
83700	HINDBERG, RODNEY	02/24/2017	76.00
83701	HOANG, CONG	02/24/2017	80.00
83702	HOYT, DANNA	02/24/2017	8.00
83703	HUERTH, MICHAEL	02/24/2017	922.80
83704	HUNT, LAURA	02/24/2017	17.00
83705	J & R SCHOOL SUPPLIES	02/24/2017	132.00
83706	JENNINGS, RANDY	02/24/2017	20.00
83707	JEWELL, TARA	02/24/2017	20.00
83708	JOHNSON, SCOTT A	02/24/2017	76.00
83709	JW PEPPER & SON INC	02/24/2017	106.63
83710	KATH FUEL OIL SERVICE CO	02/24/2017	14,427.75
83711	KELLEY, NICOLE	02/24/2017	8.00
83712	KIEMEL, TIM	02/24/2017	76.00
83713	KLINGSPORN, TODD	02/24/2017	76.00

Check Nbr	Vendor Name	Check Date	Check Amount
83714	KOCH, JOSHUA	02/24/2017	81.00
83715	KUBITSCHK, KEITH	02/24/2017	58.00
83716	KULLY SUPPLY COMPANY	02/24/2017	61.68
83717	LAKEVILLE SOUTH HIGH SCHOOL	02/24/2017	98.00
83718	LANGUAGE LINE SERVICES	02/24/2017	103.62
83719	LEARNING A-Z	02/24/2017	199.95
83720	LEE, ERIC JAMES	02/24/2017	18.00
83721	MACKIN EDUCATIONAL RESOURCES	02/24/2017	337.21
83722	MAGNUSON CHRISTIAN SCHOOL	02/24/2017	1,400.00
83723	MAILFINANCE INC	02/24/2017	431.82
83724	MARX, RICHARD MICHAEL	02/24/2017	18.00
83725	MCCEE, JASON	02/24/2017	82.00
83726	MCGLADDERY, MARGARET JEAN	02/24/2017	30.00
83727	MEDICARE PREMIUM COLLECTION CT	02/24/2017	200.80
83728	MEDIN, TAMMY LYNN	02/24/2017	18.00
83729	MICHIGAN STATE UNIV	02/24/2017	12.00
83730	MONITA, MICHAEL	02/24/2017	76.00
83731	MOORHEAD MACHINERY & BOILER CO	02/24/2017	2,773.39
83732	MS TEDDY BEAR INC	02/24/2017	816.67
83733	MUSIC CONNECTION INC	02/24/2017	777.00
83734	MUSIC THEATER INTL	02/24/2017	227.50
83735	NASSEFF MECH CONTRACTORS	02/24/2017	1,264.05
83736	NISTLER, DEB	02/24/2017	240.75
83737	NORCENTRONIX DISTRIBUTING	02/24/2017	670.00
83738	NORTHBOUND CREATIVE	02/24/2017	1,009.00
83739	NORTHEAST METRO INTERMEDIATE D	02/24/2017	45.75
83740	NYBERG, JOHN	02/24/2017	30.00
83741	OFFICE DEPOT	02/24/2017	49.94
83742	OLESEN PEROUTKA, TARA LOUISE	02/24/2017	64.00
83743	PAR INC	02/24/2017	115.80
83744	PARTNERS IN EDUCATION	02/24/2017	393.75
83745	PELLETIER, DANIEL T	02/24/2017	76.00
83746	PERKINS, JASON P	02/24/2017	76.00
83747	PHOENIX SCHOOL COUNSELING LLC	02/24/2017	4,910.36
83748	PICTURE THAT!	02/24/2017	131.25
83749	POSTMASTER	02/24/2017	225.00
83750	POULSON, JOHN W	02/24/2017	68.00
83751	POWER DISTRIBUTORS	02/24/2017	61.63
83752	QUISTAD, CHARLES	02/24/2017	68.00
83753	RAMSEY COUNTY PARKS/REC DEPT	02/24/2017	1,047.50
83754	READTHEORY LLC	02/24/2017	45.51
83755	RICHARDSON, EUGENE	02/24/2017	58.00
83756	ROSGA, DAVID	02/24/2017	76.00
83757	RUPP, HENRY JACOB	02/24/2017	600.00
83758	SAM'S CLUB/SYNCHRONY BANK	02/24/2017	174.16
83759	SAMUEL FRENCH INC	02/24/2017	399.90
83760	SANDGREN, KRISTINA	02/24/2017	180.00
83761	SCANTRON CORPORATION	02/24/2017	397.67
83762	SCHOOL SPECIALTY	02/24/2017	64.21
83763	SCHWINTK, BRENDA	02/24/2017	240.75

Check Nbr	Vendor Name	Check Date	Check Amount
83764	SENTRY SYSTEMS INC	02/24/2017	175.00
83765	SHERIDAN, KEVIN JOHN	02/24/2017	18.00
83766	SHIELD, CAROL	02/24/2017	240.75
83767	SCHOOL NUTRITION ASSOC (SNA)	02/24/2017	10.00
83768	SNODDY, JASON	02/24/2017	82.00
83769	SPEARS, BRANDON	02/24/2017	82.00
83770	ST ANDREWS LUTHERAN CHURCH	02/24/2017	750.00
83771	ST OLAF COLLEGE CROSS COUNTRY	02/24/2017	350.00
83772	STATE SUPPLY CO	02/24/2017	172.98
83773	STAY TUNED PIANO SERVICES	02/24/2017	98.00
83774	STEPPINGSTONE THEATRE	02/24/2017	24.00
83775	STOB, BENJAMIN	02/24/2017	18.00
83776	STURM, JASON	02/24/2017	143.00
83777	SUBURBAN SPORTSWEAR LLC	02/24/2017	430.00
83778	SULLWOLD, JAKOB JOHN	02/24/2017	18.00
83779	TAMARACK NATURE CENTER	02/24/2017	236.50
83780	TIERNEY BROTHERS INC	02/24/2017	390.28
83781	TRADE PRESS INC	02/24/2017	198.00
83782	TRANSPORTATION MGMT CORP	02/24/2017	45.25
83783	TWIN CITY HARDWARE	02/24/2017	905.54
83784	CITY OF VADNAIS HEIGHTS	02/24/2017	1,080.00
83785	VAIL, AARON S	02/24/2017	82.00
83786	VANG, MAY	02/24/2017	20.00
83787	VEITH, RACHEL PAIGE	02/24/2017	18.00
83788	VOIT, JORDAN	02/24/2017	102.00
83789	VOIT, TAYLOR	02/24/2017	102.00
83790	WESTERN PSYCHOLOGICAL SERVICES	02/24/2017	614.90
83791	WILD MOUNTAIN	02/24/2017	1,394.00
83792	WILLE, DANIEL J	02/24/2017	20.00
83793	WOODRICH III, WARD F	02/24/2017	90.00
83794	WORLD'S FINEST CHOCOLATE INC	02/24/2017	2,250.00
83795	XCEL ENERGY	02/24/2017	89,793.78
83796	XIONG, DOUA	02/24/2017	17.00
83797	YISMAW, MESKEREM	02/24/2017	17.00
83798	YOUTH FRONTIERS	02/24/2017	750.00
83799	ZERO GRAVITY	02/24/2017	1,305.00
83800	ZHOU, TINGTING	02/24/2017	645.31
187	Computer	Check(s) For a Total of	423,558.03

Check Nbr	Vendor Name	Check Date	Check Amount
81818	ABBOTT PAINT & CARPET INC	02/24/2017	0.00
1	Manual	Check(s) For a Total of	0.00

Check Nbr	Vendor Name	Check Date	Check Amount
83430	LACRAFTS.COM	02/24/2017	24.98
1	Void	Check(s) For a Total of	24.98

	1	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	187	Computer	Checks For a Total of	423,558.03
Total For	188	Manual, Wire Tran, ACH & Computer	Checks	423,558.03
Less	1	Voided	Checks For a Total of	24.98
			Net Amount	423,533.05

Check Nbr	Vendor Name	Check Date	Check Amount
83801	ABLENET INC	02/27/2017	594.00
83802	AMAZON	02/27/2017	3.56
83803	AMERIPRISE FINANCIAL SERVICES	02/27/2017	12,854.93
83804	BARNETT WB CHRYSLER JEEP DODGE	02/27/2017	451.07
83805	BLUE BELL ENTERPRISES INC	02/27/2017	5,963.85
83806	BSN SPORTS	02/27/2017	84.99
83807	CDW GOVERNMENT INC	02/27/2017	265.93
83808	COBORNS DELIVERS	02/27/2017	19.84
83809	CUB FOODS OF WHITE BEAR TWSHP	02/27/2017	128.87
83810	EAR GEAR	02/27/2017	25.00
83811	EARL F ANDERSEN INC	02/27/2017	153.25
83812	FASTENAL COMPANY	02/27/2017	130.12
83813	GALLAGHERS NORTHWESTERN TIRE C	02/27/2017	743.95
83814	GREAT RIVER OFFICE PRODUCTS	02/27/2017	1,320.00
83815	GREATER TWIN CITIES UNITED WAY	02/27/2017	145.00
83816	GROTH MUSIC CO	02/27/2017	36.00
83817	INTELLIGERE INC	02/27/2017	82.50
83818	ISD #938 MAWSECO	02/27/2017	420.00
83819	IUOE LOCAL 70	02/27/2017	2,215.04
83820	IXL LEARNING	02/27/2017	135.00
83821	J & R SCHOOL SUPPLIES	02/27/2017	35.80
83822	JIMMY JOHNS #869	02/27/2017	133.87
83823	KATH FUEL OIL SERVICE CO	02/27/2017	125.00
83824	KEYSTONE INTERPRETING SOLUTION	02/27/2017	1,105.50
83825	LAKEAIRES PTO	02/27/2017	108.87
83826	Vendor Continued Check	02/27/2017	0.00
83827	Vendor Continued Check	02/27/2017	0.00
83828	Vendor Continued Check	02/27/2017	0.00
83829	Vendor Continued Check	02/27/2017	0.00
83830	Vendor Continued Check	02/27/2017	0.00
83831	MADISON NATIONAL LIFE	02/27/2017	45,717.59
83832	MARBLE SOFT	02/27/2017	81.19
83833	MESSERLI & KRAMER PA	02/27/2017	253.00
83834	METRO ECSU	02/27/2017	100.00
83835	METROPOLITAN LIFE	02/27/2017	2,255.83
83836	MN TRUE TEAM TRACK & FIELD	02/27/2017	190.00
83837	MOORE, CYNTHIA A	02/27/2017	678.00
83838	NCS PEARSON INC	02/27/2017	61.00
83839	POLAR CHEVROLET MAZDA	02/27/2017	88.17
83840	SCHOLASTIC INC	02/27/2017	106.96
83841	SCHOOL CHECK IN	02/27/2017	90.00
83842	Vendor Continued Check	02/27/2017	0.00
83843	Vendor Continued Check	02/27/2017	0.00
83844	SCHOOL SERVICE EMPLOYEES	02/27/2017	6,601.30
83845	SNAP-ON	02/27/2017	1,400.95
83846	TRADE PRESS INC	02/27/2017	805.69
83847	TURFWERKS INC	02/27/2017	146.14
83848	US DEPT OF EDUCATION	02/27/2017	488.09
83849	Vendor Continued Check	02/27/2017	0.00
83850	VANGUARD SMALL BUSINESS SERVIC	02/27/2017	29,026.25

Check Nbr	Vendor Name	Check Date	Check Amount
83851	VENBURG TIRE CO	02/27/2017	415.34
83852	WBLA EDUCATIONAL FOUNDATION	02/27/2017	743.50
83853	WILD MOUNTAIN	02/27/2017	840.00
53	Computer	Check(s) For a Total of	117,370.94

Check Nbr	Vendor Name	Check Date	Check Amount
83686	GALLAGHER & ASSOC	02/27/2017	743.95
1	Void	Check(s) For a Total of	743.95

Check Nbr	Vendor Name	Check Date	Check Amount
161700771	AMON, LYNN M	02/28/2017	45.00
161700772	ANDERSON, CHRISTINA T	02/28/2017	195.00
161700773	ANDERSON, JON C	02/28/2017	300.38
161700774	BATES, STEPHEN ROBERT	02/28/2017	275.00
161700775	BECKER, JILL E	02/28/2017	33.84
161700776	BIANCO, ANGELA L	02/28/2017	135.00
161700777	BOWERMASTER, TRACI G	02/28/2017	385.88
161700778	BOYD, DAWN J	02/28/2017	15.98
161700779	BRADDOCK, JULIE ANN	02/28/2017	44.25
161700780	BRADLEY, LYDIA	02/28/2017	60.18
161700781	BREWER, ROBERT G	02/28/2017	622.87
161700782	CEBULLA, MICHELLE	02/28/2017	167.38
161700783	CHAMBERLIN, JAN M	02/28/2017	118.95
161700784	DAHLEM, TERESA	02/28/2017	744.12
161700785	DERBY, SARA A	02/28/2017	182.73
161700786	DIMEGLIO, JOSEPH V	02/28/2017	197.74
161700787	DURAND, JENNIFER A	02/28/2017	237.95
161700788	ELLEFSSEN, JULEE T	02/28/2017	153.00
161700789	GARCIA, RACHEL M	02/28/2017	30.84
161700790	GEDNALSKE, KIRK M	02/28/2017	54.88
161700791	GEFRE, DEBRA L	02/28/2017	11.00
161700792	GRABAU, TRENT A	02/28/2017	94.80
161700793	GREENE, VICTORIA L	02/28/2017	258.85
161700794	HIBBARD, DEBRA A	02/28/2017	275.00
161700795	HOCKING, SHAUN L	02/28/2017	164.00
161700796	HOLLY, TRACY L	02/28/2017	52.96
161700797	JOHNSON, LINDA K	02/28/2017	250.38
161700798	KAZMIERCZAK, CLARE C	02/28/2017	119.00
161700799	KIRSCHLING, JULIENNE R	02/28/2017	354.41
161700800	KNUTSON, CASSANDRA M	02/28/2017	71.04
161700801	KOLMAN-KEEN, SARAH L	02/28/2017	68.92
161700802	KRAUSE, DENAE M	02/28/2017	26.37
161700803	LAFRINIER, JENNIFER A	02/28/2017	42.47
161700804	LEHN, BRIDGET N	02/28/2017	410.91
161700805	LEONARD, RITA M	02/28/2017	275.00
161700806	MCCANN, ALLISON N	02/28/2017	86.89
161700807	NIKKEL, DIANE L	02/28/2017	52.43
161700808	NORTON, EMILY L	02/28/2017	312.63
161700809	OLSON, NICOLETTE M	02/28/2017	54.00
161700810	OTTAVIANI, AMY M	02/28/2017	119.24
161700811	PLASTER, MARK ANTHONY	02/28/2017	140.13
161700812	POKORNY, MARY J	02/28/2017	443.73
161700813	RIEBOW, MATTHEW R	02/28/2017	195.00
161700814	ROESER, DANIEL WILLIAM	02/28/2017	368.45
161700815	ROSSITER, DANIEL J	02/28/2017	59.60
161700816	RUFF, TIFFANY A	02/28/2017	18.77
161700817	RYAN, DENISE M	02/28/2017	315.88
161700818	SALENGER, SETH A	02/28/2017	577.74
161700819	STEADLAND, KEITH DAVID	02/28/2017	275.00
161700820	SYNAN, ERIN K	02/28/2017	44.11

Check Nbr	Vendor Name	Check Date	Check Amount
161700821	TOUSSAINT, JANEL PHYLLIS	02/28/2017	35.00
161700822	WACHLAROWICZ, JOHN D	02/28/2017	262.50
161700823	WILLIAMS, LAURA L	02/28/2017	373.44
53	ACH	Check(s) For a Total of	10,210.62

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	53	ACH	Checks For a Total of	10,210.62
	0	Computer	Checks For a Total of	0.00
Total For	53	Manual, Wire Tran, ACH &	Computer Checks	10,210.62
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	10,210.62

RESOLUTION FOR ACCEPTANCE OF GIFTS

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

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

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

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

AGENDA ITEM: **Acceptance of Gifts**
 MEETING DATE: **March 6, 2017**
 SUGGESTED DISPOSITION: **Operational Item**
 CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance and Operations**

Donation	Donor	Recipient
\$500	White Bear Lake Lions Club	White Bear Lake Area High School – South Campus National Honor Society
\$100	Dawn O’Hara	Birch Lake Elementary
\$500	Pinnacle Engineering, Inc.	White Bear Lake Area High School Robotics Team
\$150	The City of Vadnais Heights	White Bear Lake Area High School – South Campus National Honor Society
\$80	Kowalski’s	White Bear Lake Area High School – South Campus Bear Cafe
\$50	Marge Newmaster	Community Services and Recreation Senior Program Means on Wheels
\$25	Patricia Mattson	Community Services and Recreation Senior Program Meals on Wheels
\$100	Marc and Lisa Blum	Community Services and Recreation Senior Program Meals on Wheels
\$50	Karen and Donald Forside	Community Services and Recreation Senior Program Meals on Wheels
\$30	White Bear Lake Lions Club	Community Services and Recreation Senior Program Meals on Wheels

\$300	South Shore Trinity Lutheran Church	Community Services and Recreation Senior Program Meals on Wheels
\$100	Dennis and Judy Brewer	Community Services and Recreation Senior Program
\$25	Janet Bowser	Community Services and Recreation Senior Program
\$300	Carolyn Kelleher	Community Services and Recreation Senior Program
\$25	Tom and Kate Hill	Community Services and Recreation Senior Program
\$50	Steve and Anne Johnson	Community Services and Recreation Senior Program
\$20	Edward and Burnette Foss	Community Services and Recreation Senior Program
\$50	R, Kenneth Phelps	Community Services and Recreation Senior Program
\$150	Frederick Matzer	Community Services and Recreation Senior Program
\$15	Duane Chavie	Community Services and Recreation Senior Program
\$10	David Magler	Community Services and Recreation Senior Program
\$50	Libby Tweedale	Community Services and Recreation Senior Program
\$25	Lynn and Carol Farley	Community Services and Recreation Senior Program
\$100	Louise Young	Community Services and Recreation Senior Program
\$40	Robert and Kathleen Goff	Community Services and Recreation Senior Program
\$25	Ralph Maves	Community Services and Recreation Senior Program

\$100	Leslie Loberg	Community Services and Recreation Senior Program
\$50	Dave and Viki Bosin	Community Services and Recreation Senior Program
\$50	Judy and Jim Grubs	Community Services and Recreation Senior Program
\$25	Jim and Judy Ross	Community Services and Recreation Senior Program
\$50	Marion Hardy	Community Services and Recreation Senior Program
\$50	Vicky Schoeller	Community Services and Recreation Senior Program
\$30	Carol Cramer	Community Services and Recreation Senior Program
\$75	Washington Square Bar and Grill	Community Services and Recreation Senior Program
\$50	Judy Conley	Community Services and Recreation Senior Program
\$25	Shirley Faber	Community Services and Recreation Senior Program
\$25	Barbara Wojahn	Community Services and Recreation Senior Program
\$30	Bruce and LeeAnn Meyer	Community Services and Recreation Senior Program
\$100	Stan and Susanne Meyer	Community Services and Recreation Senior Program
\$25	Elizabeth Ahl	Community Services and Recreation Senior Program
\$25	Susan Clancy	Community Services and Recreation Senior Program
\$25	Michael Holland	Community Services and Recreation Senior Program
\$200	Kathy Hunter	Community Services and Recreation Senior Program

\$25	Marion Hastings	Community Services and Recreation Senior Program
\$300	W. J. Hooker	Community Services and Recreation Senior Program
\$20	Michelle Basco	Community Services and Recreation Senior Program
\$25	Sylvia Johnson	Community Services and Recreation Senior Program
\$5	John Zustiak	Community Services and Recreation Senior Program
\$100	Robert Coderre	Community Services and Recreation Senior Program
\$35	Donald and Donna Landsverk	Community Services and Recreation Senior Program
\$25	Barbara Flatten	Community Services and Recreation Senior Program

RECOMMENDATION: Accept donations.

AGENDA ITEM: Field Trip Requests

MEETING DATE: March 6, 2017

SUGGESTED DISPOSITION: Consent Agenda

CONTACT PERSON(S): Sara Paul, 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 of Trip and Destination	Requesting Staff Member	Grade/Team	Number of School Days Missed	Number of Students Attending	Total Cost per Student and Source of Revenue	Means of Transportation	Purpose of Field Trip
May 4- 6, 2017 Detroit Lakes	Craig Nasvik	Boys Golf	1	6 or 12	Total Cost per Student: \$120.00 Source of Revenue: Parents and fundraiser	School Vans	To compete in the Detroit Lakes 12 team invitational
May 18- 19, 2017 Duluth, MN	Betsy Larey, Sue Ryan	Girls Golf	1	6	Total Cost per Student: \$0 Source of Revenue: Team fundraising already has it covered	1 school van, 1 car	Exposure to other teams we usually don't play, team building, social interaction skills
Spring Break 2019 (Dates to be determined) Costa Rica	Lindsay Lamwers David Lamwers	Week Without Walls	1	Limited to 30 middle school students and 6 high school students	Total Cost per Student: \$2,368.00 Source of Revenue: While we recognize that this is expensive, we have been working to secure funding to ensure that any student regardless of economic	District transportation not required	The goals of Week Without Walls are in line with those of the district, the middle schools, and the International Baccalaureate programme. 1. To create global experiences and relationships to further understand world

						status will have the opportunity to participate. In 2014-15, 2015-16, and 2016-17 30% of the students that participated received full or partial scholarships. We anticipate that a similar percentage will be offered in 2018-19. The remainder of the students will pay for their own trip.			connections, 2. To build a network of partnerships that provides personal and educational growth and service opportunities for students, 3. To increase the international mindedness of White Bear Lake middle school students and teachers through travel and first-hand experiences while building upon the I.B. learner profile traits by encouraging students and teachers to take risks, be open minded, and to develop cross-cultural communication skills, and 4. To provide opportunities for all students, regardless of household income.
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Recommendation: The administration recommends the School Board approve these field trips.

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

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

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

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATIONS/TERMINATION – CLASSIFIED STAFF

ALEJANDRA HAIDER – Pupil Support Assistant, Vadnais Heights Elementary
Employed by District 624 since 09/13/2016
Effective Date: 03/02/2017

JENNIFER MATASOVSKY – Pupil Support Assistant, Sunrise Park Middle School
Employed by District 624 since 09/03/2001
Effective Date: 06/09/2017

RESIGNATIONS/TERMINATION – CERTIFIED STAFF

LESLEY VOLLHABER – Grade 3 Teacher, Otter Lake Elementary
Employed by District 624 since 08/20/2014
Effective Date: 06/09/2017

RESIGNATIONS/TERMINATION – PROFESSIONAL

TAMERA VANOVERBEKE – Elementary Principal, Birch Lake Elementary
Employed by District 624 since 07/01/2011
Effective Date: 06/30/2017

RETIREMENT – CLASSIFIED STAFF

SUSAN DIPPEL – Program Assistant Leader, Lincoln Elementary
Employed by District 624 since 08/23/1999
Effective Date: 02/14/2017

LINDA JOHNSON – Health Assistant, WBLAHS – North Campus
Employed by District 624 since 10/04/1988
Effective Date: 06/09/2017

RETIREMENT – CERTIFIED STAFF

CHRISTINE QUINN – Grade 4 Teacher, Matoska International
Employed by District 624 since 08/23/1999
Effective Date: 06/09/2017

RETIREMENT – PROFESSIONAL

TIMOTHY HERMANN – Director of Student Activities, WBLAHS – South Campus
Employed by District 624 since 07/01/2010
Effective Date: 06/30/2017

FULL TIME LEAVE REQUEST – CERTIFIED STAFF

WENDY HOERNEMANN – .8 FTE Science Teacher, WBLAHS – North Campus
Employed by District 624 since 08/23/1999
Effective Date: 12/19/2016 through 06/09/2017

ELLY JOHNSON – Kindergarten Teacher, Otter Lake Elementary
Second Year General Leave Request
Effective Date: 2017/2018 School Year

LACEY SCHIELE – Grade 3 Teacher, Oneka Elementary
Second Year General Leave Request
Effective Date: 2017/2018 School Year

EVELYN SWENSON – .6 fte Social Worker, Lincoln Elementary and Central Middle School
Employed by District 624 since 09/02/2005
Effective Date: 01/23/2017 through 06/09/2017

LESLEY VOLLHABER – Grade 3 Teacher, Otter Lake Elementary
Employed by District 624 since 08/20/2014
Effective Date: 12/28/2017 through 06/09/2017

PART TIME LEAVE REQUEST – CERTIFIED STAFF

NICOLE MCGARTHWAITE – Social Studies Teacher, WBLAHS – South Campus
Leave .2 (Position .8)
Effective Date: 2017/2018 School Year

NEW PERSONNEL – CLASSIFIED STAFF

CHARLOTTE DINEHART – Part Time Cook, Matoska International Elementary
\$14.50/hr., 3.75 hrs. / 65 days \$3,534.37
Effective Date: 03/01/2017

RICARDO LOPEZ JR – Pupil Support Assistant, Sunrise Park Middle School
\$18.00/hr., 6.5 hrs. / 71 days \$8,307.00
Effective Date: 02/21/2017

JAMISON PALMER – Program Aide, Otter Lake Elementary
\$12.53/hr., 2.5 hrs. / 115 days \$3,602.37
Effective Date: 01/23/2017

DAVID WALLIN – Bus Driver, Bus Garage
\$17.85/hr., 7.83 hrs. / 77 days \$10,766.52
Effective Date: 02/13/2017

KIANA WILLIAMS – Program Assistant Leader, Otter Lake Elementary
\$13.44/hr., 2.7 hrs. / 117 days \$4,245.69
Effective Date: 01/19/2017

NEW PERSONNEL – PROFESSIONAL

CYNTHIA MUELLER – Elementary Principal, Otter Lake Elementary
Principals' Association, Elementary Principal, Step 1, \$120,069.00
Effective Date: 07/01/2017

BRIAN PELOQUIN – Director of Student Activities, WBLAHS – South Campus
12 Month Contract, \$114,527.00
Effective Date: 07/01/2017

LONG TERM SUBSTITUTE - CLASSIFIED STAFF
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SAMANTHA GUNDERSON – Instructional Assistant, Willow Lane Elementary
\$17.58/hr., 4.0 hrs. / 57 days \$4,008.24
Effective Date: 03/20/2017 through 06/08/2017

JAN LARSEN – Pupil Support Assistant, Normandy Park
\$18.00/hr., 4.25 hrs. / 57 days (T-F) \$4,293.00
Effective Date: 02/21/2017 through 06/08/2017

LONG TERM SUBSTITUTE - CERTIFIED STAFF

DONNA PETERSON – Special Education Teacher, WBLAHS – South Campus
MA +60, Step 13, \$25,435.05
Effective Date: 02/21/2017 through 05/19/2017

ROSALIA PREMENTINE – .3 fte Speech Teacher, Normandy Park
MA +15, Step 13, \$7,731.14
Effective Date: 02/17/2017 through 05/26/2017

MICHAEL SNELL – Band Teacher, Central Middle School
MA +60, Step 13, \$28,232.90
Effective Date: 03/06/2017 through 06/02/2017

B. PUBLIC FORUM

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

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

C. INFORMATION ITEMS

AGENDA ITEM: **Recognition of Patriot's Pen and Peace Poster
State Winners**

MEETING DATE: **March 6, 2017**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **Marisa Vette, Director of Communications
and Community Relations**

BACKGROUND:

We will honor two district students who have received state-level awards from two of our local partners:

Makenna Ostrowski is the 2017 VFW Patriot's Pen State Champion. Throughout the essay, the seventh grade Central Middle School student discusses her gratitude for her freedoms in America. Makenna reflected on the solid structure of the country by exploring fundamental concepts outlined in The Declaration of Independence and the Constitution.

Central seventh grader Patrick de los Santo is the International Lions Club Peace Poster contest state winner. The theme of 2016 for the peace poster contest was "A Celebration of Peace." The art contest is the largest for students in the world, with approximately 600,000 children from 75 countries participating annually.

AGENDA ITEM: **Recognition of High School Student Literary Magazine *Sensicality***

MEETING DATE: **March 6, 2017**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **Marisa Vette, Director of Communications and Community Relations**

BACKGROUND:

The 2016 edition of Sensicality, the White Bear Lake Area High School Student Literary Magazine, received the highest award in the National Council of Teachers of English Program to Recognize Excellence in Student Literary Magazines. There were 334 entries nationwide, and 24 received the highest award, but Sensicality was the only one to receive this highest award in Minnesota. Writing Center coordinator Carolyn Youngbauer, who advises Sensicality, will be in attendance.

AGENDA ITEM: **Community Forum on Seniors Update**

MEETING DATE: **March 6, 2017**

SUGGESTED DISPOSITION: **Information Item**

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

BACKGROUND:

Community Services and Recreation Director Tim Maurer and Senior Program Coordinator Tara Jebens-Singh will present an update on the district's Community Forum on Seniors.

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **March 6, 2017**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

BACKGROUND:

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

D. DISCUSSION ITEMS

AGENDA ITEM: **Policy 506, White Bear Lake Area School District Student Discipline Policy**

MEETING DATE: **March 6, 2017**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Sara Paul, Assistant Superintendent for Teaching and Learning**

BACKGROUND:

School Board Policy 506, White Bear Lake Area School District Student Discipline Policy, was reviewed by the School Board Policy Committee and Cabinet. The changes to this policy were adding building administrator and removing principal/building supervisor.

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 10 School Board meeting agenda or a subsequent meeting for action.

Adopted: August 26, 1996

Revised: August 18, 1997

Revised: September 9, 2002

Revised: January 10, 2005

Revised: March 9, 2009

White Bear Lake Area

School Board Policy 506

Revised: March 8, 2010

Revised: June 8, 2015

Revised: June 13, 2016

506 WHITE BEAR LAKE AREA SCHOOL DISTRICT STUDENT DISCIPLINE POLICY

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. GENERAL STATEMENT OF POLICY

The School Board of Independent School District No. 624 recognizes that individual responsibility and mutual respect are essential components of the educational process. The school board further recognizes that nurturing the maturity of each student is of primary importance and is closely linked with the balance that must be maintained between authority and self-discipline as the individual progresses from a child's dependence on authority to the more mature behavior of self-control.

- A. All students are entitled to learn and develop in a setting which promotes respect of self, others and property. Proper positive discipline can best result from an environment which provides options and stresses student self-direction, decision-making and responsibility. Schools can function most effectively with clear expectations based on mutual understanding of rights and responsibilities.

Students must conduct themselves in an appropriate manner that supports a climate in which learning can take place. Overall climate affects student attitudes and influences student behavior. Proper student conduct is necessary to facilitate the education process and to create an atmosphere conducive to high student achievement.

- B. Although this policy emphasizes the development of self-discipline, it is recognized that there are instances when it will be necessary to administer disciplinary measures. It is the position of the school district that a fair and equitable district-wide student discipline policy will contribute to the quality of each student's educational experience. This discipline policy is adopted in accordance with The Pupil Fair Dismissal Act, Minn. Stat §§ 121A.40-121A.56, which provides definitions for: Dismissal, Exclusion, Expulsion, and Suspension.

- 1) “Dismissal” means the denial of the current educational program to any pupil, including exclusion, expulsion, and suspension. It does not include removal from class.
- 2) “Exclusion” means an action taken by the school board to prevent enrollment or reenrollment of a pupil for a period that shall not extend beyond the school year.
- 3) “Expulsion” means a school board action to prohibit an enrolled pupil from further attendance for up to 12 months from the date the pupil is expelled.
- 4) “Suspension” means an action by the school administration, under rules promulgated by the school board, prohibiting a pupil from attending school for a period of Pupil Fair Dismissal Act page 2 no more than ten school days. If a suspension is longer than five days, the suspending administrator must provide the superintendent with a reason for the longer suspension. This definition does not apply to dismissal from school for one school day or less, except as provided in federal law for a student with a disability. Each suspension action may include a readmission plan. The readmission plan shall include, where appropriate, a provision for implementing alternative education services upon readmission and may not be used to extend the current suspension. Consistent with section 125A.091, subdivision 5, the readmission plan must not obligate a parent to provide a sympathomimetic medication for the parent’s child as a condition of readmission. The school administration may not impose consecutive suspensions against the same pupil for the same course of conduct, or incident of misconduct, except where the pupil will create an immediate and substantial danger to self or surrounding persons or property, or where the district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of 15 school days.

Detailed information can be found in IXD.

- C. In view of the foregoing and in accordance with Minn. Stat §§ 121A.55, the school board with the participation of school district administrators, teachers, employees, students, parents/guardians, and such other individuals and organizations as appropriate, has developed this policy which governs student conduct and applies to all students of the school district.

III. AREAS OF RESPONSIBILITY

- A. School Board: The school board holds all school personnel responsible for the maintenance of order within the school district and supports all personnel acting within the framework of the district’s discipline policy.
- B. Superintendent: The superintendent shall establish guidelines and directives to carry

out this policy, holds all school personnel, students and parents/guardians responsible for conforming to this policy, and supports all school personnel performing their duties within the framework of this policy. The superintendent shall also establish guidelines and directives for using the services of appropriate agencies for assisting students and parents/guardians.

- C. Building/Building Supervisor: The ~~school principal/building supervisor~~ **building administrator** is given the responsibility and authority to formulate building rules and regulations necessary to enforce this policy, subject to final school board approval. The ~~principal/building supervisor~~ **building administrator** shall give direction and support to all school personnel performing their duties within the framework of this policy. The ~~principal/building supervisor~~ **building administrator** shall consult with parents of students conducting themselves in a manner contrary to the policy. The ~~principal/building supervisor~~ **building administrator** shall also involve other professional employees in the disposition of behavior referrals and shall make use of those agencies appropriate for assisting students and parents/guardians. A ~~principal/building supervisor~~ **building administrator**, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- D. Teachers: All teachers shall be responsible for providing a well-planned teaching/learning environment and shall have primary responsibility for student conduct with appropriate assistance from the administration. All teachers shall enforce the Code of Student Conduct. In exercising the teacher's lawful authority, a teacher may use reasonable force when it is necessary under the circumstances to correct or restrain a student or prevent bodily harm or death to another.
- E. Other School District Personnel: All school district personnel shall be responsible for contributing to the atmosphere of mutual respect within the school. Their responsibilities relating to student behavior shall be as authorized and directed by the superintendent. A school employee, school bus driver, or other agent of a school district, in exercising his or her lawful authority, may use reasonable force when it is necessary under the circumstances to restrain a student or prevent bodily harm or death to another.
- F. Parents and Legal Guardians: Parents/guardians shall be held responsible for the behavior of their children as determined by law and community practice. They are expected to cooperate with school authorities and to participate regarding the behavior of their children.
- G. Students: All students shall be held individually responsible for their behavior and for knowing and obeying the Code of Student Conduct and this policy.
- H. Community Members: Members of the community are important partners in contributing to the atmosphere of mutual respect and student adherence to the Code of Student Conduct Policy.

IV. STUDENT RIGHTS

All students have a right to an education in a respectful atmosphere that is conducive to learning.

V. STUDENT RESPONSIBILITIES

All students have the responsibility:

- A. To know and obey all school rules, regulations, policies and procedures, and to conduct themselves in accord with them;
- B. To attend school daily, except when excused, and to be on time to all classes and other school functions;
- C. To pursue and attempt to complete the courses of study prescribed by the state and local school authorities;
- D. To make necessary arrangements for making up work when absent from school;
- E. To assist the school staff in maintaining a safe school for all students enrolled;
- F. To assume that until a rule or policy is waived, altered, or repealed, it is in full force and effect;
- G. To be aware of and comply with federal, state and local laws;
- H. To volunteer information in disciplinary cases should they have any knowledge relating to such cases and to cooperate with school staff as appropriate;
- I. To respect and maintain the school's property and the property of others;
- J. To dress and groom in a manner which meets standards of safety and health and common standards of decency and which is consistent with applicable school district policy;
- K. To avoid inaccuracies in student newspapers or publications and refrain from indecent or obscene language;
- L. To conduct themselves in an appropriate physical or verbal manner; and
- M. To recognize and respect the rights of others.

VI. CODE OF STUDENT CONDUCT – UNACCEPTABLE BEHAVIORS

A. The following are examples of unacceptable behavior subject to disciplinary action by the school district. These examples are not intended to be an exclusive list. Any student who engages in any of these activities shall be disciplined in accordance with this policy. This policy applies to all school buildings, school grounds and school property or property immediately adjacent to school grounds, school-sponsored activities or trips, school bus stops, school buses, school vehicles, school contracted vehicles or any other vehicles approved for school district purposes, the area of entrance or departure from school premises or events, and all school-related functions and events. School district property also may mean a student's walking route to and from school for purposes of attending school or school-related functions, activities, or events. While prohibiting unacceptable behavior subject to disciplinary action at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events. This policy also applies to any student whose conduct at any time or in any place interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students or employees.

1. Violations against property including, but not limited to, damage to or destruction of school property or the property of others, failure to compensate for damage or destruction of such property, arson, breaking and entering, theft, robbery, possession of stolen property, extortion, trespassing, unauthorized usage, or vandalism.
2. The use of profanity or obscene language, or the possession of obscene materials;
3. Gambling, including, but not limited to, playing a game of chance for stakes;
4. Attendance problems including, but not limited to, truancy, absenteeism, tardiness, skipping classes, or leaving school grounds without permission;
5. Opposition to authority using physical force or violence;
6. Using, possessing or distributing tobacco or tobacco paraphernalia;
7. Using, possessing, distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of alcohol or other intoxicating substances or look-alike substances.
8. Using, possessing, or distributing alternative nicotine products (i.e. e-cigarettes, Personal vaporizers, e-liquid).
9. Using, possessing or distributing, intending to distribute, making a request to another person for (solicitation), or being under the influence of narcotics, drugs, or other controlled substances, or look-alike substances, except as prescribed by a physician, including one student sharing prescription medication

with another student.

10. Using, possessing, or distributing items or articles that are illegal or harmful to persons or property including, but not limited to, drug paraphernalia;
11. Using, possessing or distributing weapons, or look-alike weapons or other dangerous objects;
12. Possession of ammunition including, but not limited to, bullets or other projectiles designed to be used in or as a weapon;
13. Possession, use or distribution of explosives or any compound or mixture, the primary or common purpose or intended use of which is to function by explosion;
14. Possession, use or distribution of fireworks or any substance or combination of substances or article prepared for the purpose of producing a visible or an audible effect by combustion, explosion, deflagration or detonation;
15. Use of video and auditory recording equipment, which includes cell phones and other technology devices, including but not limited to use in bathrooms and locker rooms, except where the device is used in a manner authorized by the school;
16. Use or possession of an ignition device (e.g., butane lighter or matches), except where the device is used in a manner authorized by the school.
17. Violation of any local, state or federal law as appropriate;
18. Acts disruptive of the educational process, including, but not limited to, disobedience; disruptive or disrespectful behavior; defiance of authority; cheating; insubordination; failure to identify oneself; improper activation of fire alarms or defibrillators; or bomb threats;
19. Use of devices or objects to cause distractions or disruptions and may facilitate cheating, including, but not limited to: pagers, cell phones, and other electronic devices;
20. Violation of parking or school traffic rules and regulations, including, but not limited to, driving on school property in such a manner as to endanger persons or property;
21. Violation of directives or guidelines relating to lockers or improperly gaining access to a school locker;
22. Possession or distribution of slanderous, libelous or pornographic materials;

23. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership or is otherwise deemed objectionable by the District;
24. Criminal activity;
25. Falsification of any records, documents, notes or signatures;
26. Tampering with, changing, or altering records or documents of the school district by any method including, but not limited to, computer access or other electronic means;
27. Scholastic dishonesty which includes, but is not limited to, cheating on a school assignment or test, plagiarism or collusion; including the use of cell phones or other technology to accomplish this end;
28. Impertinent or disrespectful language toward teachers or other school district personnel;
29. Violation of the school district's Harassment and Violence Policy or Bullying Prohibition Policy;
30. Actions, including fighting or any other assaultive behavior, which cause or could cause injury to the student or other persons or which otherwise endangers the health, safety, or welfare of teachers, students, other school district personnel, or other persons;
31. Committing an act which inflicts bodily harm upon another person, even though accidental or a result of poor judgment;
32. Violations against persons, including, but not limited to, assault or threatened assault, fighting, harassment, interference or obstruction, attack with a weapon or look-alike weapon, sexual assault, illegal or inappropriate sexual conduct, or indecent exposure;
33. Verbal assaults, or verbally abusive behavior, including, but not limited to, use of language that is discriminatory, abusive, obscene, threatening, intimidating or that degrades other people;
34. Physical or verbal threats, including, but not limited to, the staging or reporting of dangerous or hazardous situations that do not exist;

35. Inappropriate, abusive, threatening, or demeaning actions based on race, color, creed, religion, sex, marital status, status with regard to public assistance, disability, national origin or sexual orientation;
36. Violation of school rules, regulations, policies, or procedures, including, but not limited to, those policies specifically enumerated in this policy;
37. Other acts, as determined by the school district, which are disruptive of the educational process or dangerous or detrimental to the student or other students, school district personnel or surrounding persons, or which violate the rights of others or which damage or endanger the property of the school, or which otherwise interferes with or obstructs the mission or operations of the school district or the safety or welfare of students or employees.

VII. DISCIPLINARY ACTION OPTIONS

It is the general policy of the school district to utilize progressive discipline to the extent reasonable and appropriate based upon the specific facts and circumstances of student misconduct. The specific form of discipline chosen in a particular case is solely within the discretion of the school district. At a minimum, violation of school district rules, regulations, policies or procedures will result in discussion of the violation and a verbal warning. The school district shall, however, impose more severe disciplinary sanctions for any violation, including exclusion or expulsion, if warranted by the student's misconduct, as determined by the school district. Disciplinary action may include, but is not limited to, one or more of the following:

- A. Student conference with the teacher, ~~principal~~ **building administrator**, counselor or other school district personnel, and verbal warning;
- B. Confiscation by school district personnel and/or by law enforcement of any item, article, object, or thing, prohibited by, or used in the violation of, any school district policy, rule, regulation, procedure, or state or federal law. If confiscated by the school district, the confiscated item, article, object, or things will be released only to the parent/guardian following the completion of any investigation or disciplinary action instituted or taken related to the violation.
- C. Parent/guardian contact;
- D. Parent/guardian conference;
- E. Removal from class;
- F. In-school suspension;
- G. Suspension from extracurricular activities;

- H. Detention or restriction of privileges;
- I. Loss of school privileges, e.g. loss of passing time;
- J. In-school monitoring or revised class schedule;
- K. Referral to in-school support services;
- L. Referral to community resources or outside agency services;
- M. Financial restitution;
- N. Referral to police or other law enforcement agencies, or other appropriate authorities;
- O. A request for a petition to be filed in district court for juvenile delinquency adjudication;
- P. Out-of-school suspension under The Pupil Fair Dismissal Act;
- Q. Preparation of an admission or re-admission plan;
- R. Extended detention after school or Saturday School;
- S. Expulsion under The Pupil Fair Dismissal Act;
- T. Exclusion under The Pupil Fair Dismissal Act;
- U. Alternative educational setting; and/or
- V. Other disciplinary action as deemed appropriate by the school district.

VIII. REMOVAL OF STUDENTS FROM CLASS

- A. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, and contacting the student's parents/guardians. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class pursuant to the procedures established by this discipline policy. "Removal from class" and "removal" mean any actions taken by a teacher, ~~principal~~ building administrator, or other school district employee to prohibit a student from attending a class or activity period for a period of time not to exceed five (5) days pursuant to this discipline policy.

Grounds for removal from class shall include any of the following:

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

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

- B. If a student is removed from class more than ten (10) times in a school year, the school district shall notify the Parent(s)/guardian(s) of the student's tenth removal from class and make reasonable attempts to convene a meeting with the student's parent/guardians or guardian to discuss the problem that is causing the student to be removed from class. A district may terminate the enrollment of a nonresident student enrolled under this section or section 124D.08 at the end of a school year if the student meets the definition of a habitual truant under section 206C.007, subdivision 19, the student has been provided appropriate services under chapter 260A, and the student's case has been referred to juvenile court. A district may also terminate the enrollment of a nonresident student over the age of 17 enrolled under this section if the student is absent without lawful excuse for one or more periods on 15 school days and has not lawfully withdrawn from school under section 120A.22, subdivision 8.

C. Procedures for Removal of a Student From a Class

In the elementary or secondary schools, if a student is removed from class, the teacher, ~~principal~~ **building administrator** or other school district employee will complete a report describing the student's behavior. The student will remain in the custody of the building administrator or his/her designee for the duration of the time prescribed.

D. Responsibility for and Custody of a Student Removed From Class

Teachers removing students from class are required to direct the student to the school office and verify his or her arrival as soon as practicable. The administrator may, at his/her option, assign the student to supervision in another area especially designated

for this purpose. Students removed for more than one class period will receive assignments from the teachers to enable the student keep up with his/her class work.

E. Procedures for Return of a Student to a Class from Which the Student Was Removed

The student may return to class after a conference with the appropriate administrator, teacher, and/or the parent(s)/guardian(s). At the time of this conference a definite plan of action will be established, including a review of any existing special education services. Students removed from class will be required to examine and take measures to correct inappropriate conduct.

F. Procedures for Notification

Parents/guardians of students removed from class will be notified as soon as practical of the rule violation that led to the removal, resulting disciplinary action, and conditions for re-admission.

G. Students on an IEP; Special Provisions

1. In cases involving students and in need of special education services, appropriate special education staff will be notified of the removal to determine compliance with the student's IEP and to determine whether further assessment or change in the student's IEP is necessary.
2. In cases involving students with a suspected disability, the student assistance team or school counselor will be notified and the school's pre-referral intervention process will be followed.

H. Devices for Detecting Chemical Use While on School Premises

1. Passive Breath Alcohol Sensor Devices may be used to screen students/student guests for evidence of alcohol consumption at school sponsored events. Administration, with reasonable suspicion of student use of alcohol during the school day, may use the Passive Breath Alcohol Sensor Device to determine alcohol consumption.

I. Procedures for Addressing Chemical Use or Abuse Problems of Students While on School Premise

1. Use, Possession, Distribution of, or Intent to Distribute Tobacco or Tobacco Paraphernalia

The use, possession, distribution of, or intent to distribute tobacco or tobacco paraphernalia by students in school buildings and on school property is a violation of School Board policy. For students under 18, it is also a violation of Minnesota Public School Law (MSA 609.685).

- a. Individual building discipline committees are authorized to institute those corrective measures that they consider most effective in view of the age and background of the violator.
 - b. Suspension is authorized in accordance with The Pupil Fair Dismissal Act. Parents/guardians are to be notified no later than the following school day of a violation except when a ~~principal~~ **building administrator** shall determine an exception is justified.
2. Use, Possession, Distribution of, or Intent to Distribute Alcohol, Drugs and Paraphernalia

The use, possession, distribution, intent to distribute, and/or make a request to another person for (solicitation) alcohol, narcotics, non-prescribed drugs, non-controlled substances packaged to look like controlled drugs, and other illegal substances on school premises or at a school function is prohibited. No student may appear at any school or school-sponsored function in possession or under the influence of alcohol, non-prescribed drugs, chemicals, or illegal substances. It is unlawful for any person knowingly or intentionally to use, possess, or distribute drug paraphernalia. This policy includes students who have reached the legal age of majority.

- a. If a school district employee has reason to believe that a student is abusing, possessing, transferring, distributing, or selling chemicals:
 - (a) The employee shall notify the building administrator or a member of the pre-assessment team and shall describe the basis for the concern.
 - (b) The building administrator and/or pre-assessment team will determine what course of action should be taken.
 - (c) Action steps may include: conducting an investigation; gathering objective data from additional staff (i.e. a behavior checklist); scheduling a conference with the student and/or parent(s)/guardian; or conducting a meeting between a single member of the team and the student to discuss the behaviors of concern.
 - (d) Information gathered will be reviewed by the pre-assessment team and/or administrator and a determination of whether or not a chemical use problem exists will be ascertained.
 - (e) If the team determines there is chemical abuse, the team will select an appropriate course of action which may include: parent/guardian conference; referral to a school counselor; sharing of resources for screening, assessment, and treatment planning; participation in support

groups; or other appropriate measures.

- b. When a student is in violation of the above rules at school, the following intervention procedure shall be followed:
 - (a) The staff member informs the student of the observed violation and/or obtains the student's name and accompanies the student to the office.
 - (b) Should the student refuse to go to the office, an administrator shall be called. If possible, the staff member will confiscate the chemicals and/or evidence substantiating the violation/concern.
 - (c) The staff member reports the details of the incident immediately to an administrator.
- c. If the administrator is in agreement with the reporting staff member(s), the following actions will occur:
 - (a) The administrator will follow due process.
 - (b) The administrator will report the violation to the appropriate law enforcement agency by calling "911" or by calling the School Resource Officer.
 - (c) The administrator will notify parent/guardian, review school board policy with parent(s)/guardian, and inform parent(s)/guardians that the police have been contacted.
 - (d) The student will be interviewed by the police and an administrator/supervisor. When appropriate, the student may be taken to the police station.
- d. School-Based Consequences:
 - (a) First Violation:
 - 1. The student will be prohibited from attending school and school functions for up to 5 days.
 - 2. A parent/guardian conference is required prior to readmission.
 - 3. Upon re-entry, the student will be invited to meet with an appropriate school support resource (e.g. chemical health specialist, school counselor.)
 - 4. If warranted, chemical health assessment resources will also be shared.

5. In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home based or alternative educational services.

(b) Second Violation:

1. The student will be suspended from school for five (5) school days. The five day suspension may be reduced, if school administration receives confirmation/verification that the student attended a chemical health assessment.
2. A parent/guardian conference is required prior to readmission.
3. At the re-entry conference, chemical health assessment resources will be shared with the student and his/her parent(s)/guardian(s) (i.g. community-based professional counseling services).
4. A strong recommendation for student to have a chemical health assessment will be voiced.
5. In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student will be provided with home based or alternative educational services.

(c) Third Violation:

1. The student will be suspended for up to ten (10) school days pending further investigation.
2. A parent/guardian conference is required prior to readmission.
3. At the re-entry conference, chemical health assessment resources will be shared with the student and his/her parent(s)/guardian(s).
4. The district will advocate for a chemical health assessment for the student.
5. In addition, the administration may make a recommendation to the superintendent or designee that the student be considered for exclusion/expulsion from school for an appropriate time period under The Pupil Fair Dismissal Act. Should the process proceed, the student

will be provided with home based or alternative educational services.

I. Procedures for Immediate and Appropriate Interventions Tied to Violations of the Code of Student Conduct

A. Use, Possession, Distribution of, or Intent to Distribute Tobacco or Tobacco Paraphernalia

The use, possession, distribution of, or intent to distribute tobacco in any form or tobacco paraphernalia by students in school buildings and on school property is a violation of School Board Policy. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district. For students under 18, it is also a violation of Minnesota Public School Law (MSA 609.685).

1. Individual building discipline committees are authorized to institute those corrective measures that they consider are most effective in view of the age and background of the violator.
2. Suspension is authorized in accordance with The Pupil Fair Dismissal Act. Parents/guardians are to be notified no later than the following school day of a violation except when a ~~principal~~ **building administrator** shall determine an exception is justified.

B. Use of Mood-Altering Chemicals by Participants in Minnesota State High School League Sponsored Activities

The MSHSL Bylaw 205 applies continuously from the first signing of the Student Eligibility Statement. The WBLAS District reserves the right to apply increased sanctions over those stated by the MSHSL. It is not a violation for a student to be in possession of a controlled substance specifically prescribed for the student's own use by her/his doctor. Twelve (12) months of the year, a student shall not at any time, regardless of the quantity: (1) use or consume, have in possession a beverage containing alcohol; (2) use or consume, have in possession tobacco; or, (3) use or consume, have in possession, buy, sell, or give away any other controlled substance or drug paraphernalia.

1. First Violation
 - a. After confirmation of the first violation, the student shall lose eligibility for the next two (2) consecutive interscholastic contests or two (2) weeks of a season in which the student is a participant, whichever is greater.

- b. No exception is permitted for a student who becomes a participant in a treatment program.
 - 2. Second Violation
 - a. After confirmation of the second violation, the student shall lose eligibility for the next six (6) consecutive interscholastic contests in which the student is a participant or six (6) weeks, whichever is greater.
 - b. No exception is permitted for a student who becomes a participant in a treatment program.
 - 3. Third and Subsequent Violations
 - a. After confirmation of the second violation, the student shall lose eligibility for the next twelve (12) consecutive interscholastic contests in which the student is a participant or six (60 weeks, whichever is greater.
 - b. If after the third or subsequent violations, the student has been assessed to be chemically dependent and the student on her/his own volition becomes a participant in a chemical dependency program or treatment program, then the student may be certified for reinstatement in MSHSL activities after a minimum period of six (6) weeks. Such certification must be issued by the director or a counselor of a chemical dependency treatment center.
 - 4. Progressive and Consecutive Penalties: Penalties shall be progressive and consecutive beginning with the student's first participation in a League activity and continuing through the student's high school career.
 - 5. Denial Disqualification: A student shall be disqualified from all interscholastic activities for nine (9) additional weeks beyond the student's original period of ineligibility when the student denies violation of the rule, is allowed to participate, and then is subsequently found guilty of the violation.
- J. Any Procedures Determined Appropriate for Encouraging Early Involvement of Parents or Guardians in Attempts to Improve a Student's Behavior
- 1. School staff will contact parents/guardians to make them aware of on-going concern(s) with their students. Staff will relay the school or classroom expectation and possible outcomes if the behavior continues. Parents/guardians will be encouraged to discuss situation with their child and work with school personnel to address behavior proactively. A meeting with parents/guardians and school personnel to review the area of concern may occur.

2. On-going, inappropriate behavior will be documented on the building referral form. Behavior and consequence will be described and parent(s)/guardian(s) will be contacted by school personnel.
- K. Any Procedures Determined Appropriate for Encouraging Early Detection of Behavioral Problems
1. During the enrollment process, schools will gather as much information from parents/guardian(s) as possible to determine any pre-existing academic, behavioral, or attendance concerns.
 2. School administrators will ensure the building is adequately supervised and that a system is in place for reporting behavior concerns, regardless of the time and day.
 3. School administration will have a plan for reviewing attendance records on a regular basis and then act on attendance concerns in accordance with the appropriate county truancy program.
 4. Schools should have a formal structure for teachers to discuss student behavior concerns that is clearly communicated and followed up by administration.
 5. Schools must have a team including administration, counselors, the school nurse, and other staff as available to review student academic, attendance, behavior, and social/emotional concerns.
 6. Schools may have staff assigned to intervene and support students early on as behavior concerns are surfacing.
 7. Schools will work with district office chemical health support staff to assess student behavior and determine whether or not chemical issues are present.
 8. Passive Breath Alcohol Sensor Devices may be used to screen students/student guests for evidence of alcohol consumption at school sponsored events.
 9. Administration, with reasonable suspicion of student use of alcohol during the school day may use the Passive Breath Alcohol Sensor Device to determine alcohol consumption.
 10. Schools will work with district office personnel to engage and support students from all cultural backgrounds.
 11. In conjunction with the Special Education process, schools will have regularly scheduled meetings to consider whether students with academic, behavioral, or social-emotional concerns might need to be assessed for special education

services.

12. A formal structure should be created to share information as students transition between schools and grades to assist in continuous support and intervention.
13. Schools will communicate with parents/guardians about academic progress and encourage parents/guardians to assist in identifying concerns.

IX. DISMISSAL

- A. "Dismissal" means the denial of the current educational program to any student, including exclusion, expulsion, and suspension. Dismissal does not include removal from class.
 1. The school district shall not deny due process of equal protection of the law to any student involved in a dismissal proceeding which may result in suspension, exclusion or expulsion.
 2. The school district shall not dismiss any student without attempting to provide alternative educational services before dismissal proceedings, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property.
- B. Violations leading to suspension, based upon severity, may also be grounds for actions leading to expulsion and/or exclusion. A student may be dismissed on the following grounds:
 1. Willful violation of any reasonable school board regulation, including those found in this policy;
 2. Willful conduct that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities; or
 3. Willful conduct that endangers the student or other students, or surrounding persons, including school district employees, or property of the school.
- C. Suspension Procedures
 1. "Suspension" means an action taken by the school administration prohibiting a student from attending school for a period of no more than ten (10) school days; provided, however, if a suspension is longer than five (5) school days, the suspending administrator shall provide the superintendent or designee with a reason for the longer term of suspension. This definition does not apply to dismissal for one (1) school day or less, except as may be provided in federal law for a student with disability.

2. If a student's total days of removal from school exceeds ten (10) cumulative days in a school year, the school district shall make reasonable attempts to convene a meeting with the student and the student's parent(s)/guardian(s) before subsequently removing the student from school and, with the permission of the parent(s)/guardian(s), arrange for a mental health screening for the student at the parent(s) or guardian's expense. The purpose of this meeting is to attempt to determine the pupil's need for assessment or other services or whether the parent(s)/guardian(s) should have the student assessed or diagnosed to determine whether the student needs treatment for a mental health disorder.
3. Each suspension action shall include a readmission plan. The plan shall include, where appropriate, a provision for implementing alternative educational services upon readmission which must not be used to extend the current suspension. A readmission plan must not obligate a parent/guardian to provide psychotropic drugs to their student as a condition of readmission. School administration must not use the refusal of a parent/guardian to consent to the administration of psychotropic drugs to their student or to consent to a psychiatric evaluation, screening, or examination of the student as a ground, by itself, to prohibit the student from attending class or participating in a school-related activity, or as a basis of a charge of child abuse, child neglect, or medical or educational neglect. The school administration may not impose consecutive suspensions against the same student for the same course of conduct, or incident of misconduct, except where the student will create an immediate and substantial danger to self or surrounding persons or property or where the school district is in the process of initiating an expulsion, in which case the school administration may extend the suspension to a total of fifteen (15) days.
4. A child with a disability may be suspended. When a child with a disability has been suspended for more than five (5) consecutive days or ten (10) cumulative school days in the same year, and that suspension does not involve a recommendation for expulsion or exclusion or other change in placement under federal law, relevant members of the child's IEP team, including at least one of the child's teachers, shall meet and determine that extent to which the child needs services in order to continue to participate in the general education curriculum, although in another setting, and to progress towards meeting the goals in the child's IEP. That meeting must occur as soon as possible, but no more than ten (10) days after the sixth (6th) consecutive day of suspension or the tenth (10th) cumulative day of suspension has elapsed. School officials may unilaterally place a student with disabilities in an appropriate interim alternative educational setting for up to 45 days if the student brings a weapon to school or a school function; or knowingly possesses, uses, or sells illegal drugs or controlled substances at school or a school function; or inflicts substantial bodily harm.
5. The school administration shall implement alternative educational services

when the suspension exceeds five (5) days. Alternative educational services may include, but are not limited to, special tutoring, modified curriculum, modified instruction, other modifications or adaptations, instruction through electronic media, special education services as indicated by appropriate assessments, homebound instruction, supervised homework, or enrollment in another district or in an alternative learning center under Minn. Stat. § 123A.05 selected to allow the pupil to progress toward meeting graduation standards under Minn. Stat. § 120B.02, although in a different setting.

6. The school administration shall not suspend a student from school without an informal administrative conference with the student. The informal administrative conference shall take place before the suspension, except where it appears that the student will create an immediate and substantial danger to self or to surrounding persons or property, in which case the conference shall take place as soon as practicable following the suspension. At the informal administrative conference, a school administrator shall notify the student of the grounds for the suspension, provide an explanation of the evidence the authorities have, and the student may present the student's version of the facts. A separate administrative conference is required for each period of suspension.
7. After a suspension has been assigned and upon further consideration, school administrators may choose to reduce the length of the suspension or assign alternative consequences.
8. A written notice containing the grounds for suspension, a brief statement of the facts, a description of the testimony, a readmission plan, and a copy of The Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 through 121A.56, shall be personally served upon the student at or before the time of suspension is to take effect, and upon the student's parent(s)/guardian(s) by mail within forty-eight (48) hours of the conference.
9. The school administration shall make reasonable efforts to notify the student's parent(s)/guardian(s) of the suspension by telephone as soon as possible following suspension.
10. In the event a student is suspended without an informal administrative conference on the grounds that the student will create an immediate and substantial danger to surrounding persons or property, the written notice shall be served upon the student and the student's parent(s)/guardian(s) within forty-eight (48) hours of the suspension. Service by mail shall be complete upon mailing.
11. Notwithstanding the foregoing provisions, the student may be suspended pending the school board's decision in an expulsion or exclusion proceeding, provided that an alternative educational services are implemented to the extent that suspension exceeds five (5) days.

D. Expulsion and Exclusion Procedures

1. "Expulsion" means a school board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The authority to expel rests with the school board.
2. "Exclusion" means an action taken by the school board to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The authority to exclude rests with the school board.
3. All expulsion and exclusion proceedings will be held pursuant to and in accordance with the provisions of The Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 through 121A.56.
4. No expulsion or exclusion shall be imposed without a hearing, unless the right to a hearing is waived in writing by the student and parent(s)/guardian(s).
5. The student and parent(s)/guardian(s) shall be provided written notice of the school district's intent to initiate expulsion or exclusion proceedings. This notice shall be served upon the student and his or her parent(s)/guardian(s) personally or by mail, and shall contain: a complete statement of the facts; a list of the witnesses and a description of their testimony; state the date, time and place of the hearing; be accompanied by a copy of The Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 through 121A.56; describe alternative educational services accorded the student in an attempt to avoid the expulsion proceedings; and informing the student and parent(s)/guardian(s) of their right to: (1) have a representative of the student's own choosing, including legal counsel at the hearing; (2) examine the student's records before the hearing; (3) present evidence; and (4) confront and cross-examine witnesses. The school district shall advise the student's parent(s)/guardian(s) that free or low-cost legal assistance may be available and that a legal assistance resource list is available from the Minnesota Department Education (MDE).
6. The hearing shall be scheduled within ten (10) days of the service of the written notice unless an extension, not to exceed five (5) days, is requested for good cause by the school district, student, parent(s)/guardian(s).
7. All hearings shall be held at a time and place reasonably convenient to the student, Parent(s)/guardian(s) and shall be closed, unless the student, parent(s)/guardian(s) requests an open hearing.
8. The school district shall record the hearing proceedings at district expense, and a party may obtain a transcript at its own expense.
9. The student shall have a right to a representative of the student's own choosing,

including legal counsel, at the student's sole expense. The school district shall advise the student's parent(s)/guardian(s) that free or low-cost legal assistance may be available and that a legal assistance resource list is available from MDE. The school board may appoint an attorney to represent the school district in any proceedings.

10. If the student designates a representative other than the Parent(s)/guardian(s), the representative must have a written authorization from the student and the parent(s)/ or guardian(s) providing them with access to and/or copies of the student's records.
11. All expulsion or exclusion hearings shall take place before and be conducted by an independent hearing officer designated by the school district. The hearing shall be conducted in a fair and impartial manner. Testimony shall be given under oath and the hearing officer shall have the power to issue subpoenas and administer oaths.
12. At a reasonable time prior to the hearing, the student, parent(s)/guardian(s), or authorized representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the proposed dismissal action may be based.
13. The student, parent(s)/guardian(s), or authorized representative, shall have the right to compel the presence of any school district employee or agent or any other person who may have evidence upon which the proposed dismissal action may be based, and to confront and cross-examine any witnesses testifying for the school district.
14. The student, parent(s)/guardian(s), or authorized representative, shall have the right to present evidence and testimony, including expert psychological or educational testimony.
15. The student cannot be compelled to testify in the dismissal proceedings.
16. The hearing officer shall prepare findings and a recommendation based solely upon substantial evidence presented at the hearing, which will be made to the school district and served upon the parties within two (2) days after closing of the hearing.
17. The school board shall base its decision upon the findings and recommendation of the hearing officer and shall render its decision at a meeting held within five (5) days after receiving the findings and recommendation. The school board may provide the parties with the opportunity to present exceptions and comments to the hearing officer's findings and recommendation provided that neither party presents any evidence not admitted at the hearing. The decision by the school board must be based on the record, must be in writing, and must state

the controlling facts on which the decision is made in sufficient detail to apprise the parties and the Commissioner of Education (Commissioner) of the basis and reason for the decision.

18. A party to an expulsion or exclusion decision made by the school board may appeal the decision to the Commissioner within twenty-one (21) calendar days of school board action pursuant to Minn. Stat. § 121A.49. The decision of the school board shall be implemented during the appeal to the Commissioner.
19. The school district shall report any suspension, expulsion, or exclusion action taken to the appropriate public service agency, when the student is under the supervision of such agency.
20. The school district must report, through the MDE electronic reporting system, each expulsion or exclusion within thirty (30) days of the effective date of the action to the Commissioner. This report must include a statement of alternative educational services given the student and the reason for, the effective date, and the duration of the exclusion or expulsion. The report must also include the student's age, grade, gender, race, and special education status. The dismissal report must include state student identification numbers of affected students.
21. Whenever a student fails to return to school within ten (10) school days of the termination of dismissal, a school administrator shall inform the student and his/her parent(s)/guardian(s) by mail of the student's right to attend and to be reinstated in the school district.

E. Disabled Students; Special Considerations for Expulsion and/or Alternative Placement

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

Before initiating an expulsion or exclusion of a student with a disability, relevant members of the child's IEP or Section 504 team and the child's parent(s)/guardian(s) shall, consistent with federal law, conduct a manifestation determination and determine whether the child's behavior was (i) caused by or had a direct and substantial relationship to the child's disability and (ii) whether the child's conduct was a direct result of a failure to implement the child's IEP or Section 504 plan. If the student's educational program is appropriate and the behavior is not a manifestation of the student's disability, the school district will proceed with discipline – up to and including expulsion – as if the student did not have a disability, unless the student's educational program provides otherwise. If the team determines that the behavior subject to discipline is a manifestation of the student's disability, the team shall conduct a functional behavioral assessment and implement a behavioral intervention plan for such student provided that the school

district had not conducted such assessment prior to the manifestation determination before the behavior that resulted in a change of placement.

Where a behavioral intervention plan previously has been developed, the team will review the behavioral intervention plan and modify it as necessary to address the behavior.

When a student who has an IEP or Section 504 plan is excluded or expelled for misbehavior that is not a manifestation of the student's disability, the school district shall continue to provide special education and related services during the period of expulsion or exclusion.

X. ADMISSION OR READMISSION PLAN

A school administrator shall prepare and enforce an admission or readmission plan for any student who is excluded or expelled from school. The plan may include measures to improve the student's behavior, including completing a character education program consistent with Minn. Stat. § 120B.232, Subd. 1, and require parent/guardian involvement in the admission or readmission process, and may indicate the consequences to the student of not improving the student's behavior. The readmission plan must not obligate parent(s)/guardian(s) to provide a sympathomimetic medication for their child as a condition of readmission.

XI. NOTIFICATION OF POLICY VIOLATIONS

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

XII. STUDENT DISCIPLINE RECORDS

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

XIV. OPEN ENROLLED STUDENTS

The school district may terminate the enrollment of a nonresident student enrolled under an Enrollment Option Program (Minn. Stat. 124D.03) or Enrollment in Nonresident District (Minn. Stat. 124D.08) at the end of the school year if the student meets the definition of a habitual truant, the student has been provide appropriate services for truancy (Minn. State Ch. 260A), and the student's case has been referred to juvenile court. The school district may also terminate the enrollment of a nonresident student over the age of seventeen (17) enrolled under an Enrollment Option Program if the student is absent without lawful excuse for one or more periods of fifteen (15) school days and has

not lawfully withdrawn from school.

XV. DISTRIBUTION OF POLICY

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

XI. REVIEW OF POLICY

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

Legal Reference: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.26 (School Preassessment Teams)
Minn. Stat. § 121A.29 (Reporting; Chemical Abuse)
Minn. Stat. §§ 121A.40 to 121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
Minn. Stat. §§ 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. §§ 121A.60 to 121A.61 (Removal From Class)
Minn. Stat. § 123A.05 (Area Learning Center Organization)
Minn. Stat. §§ 124D.03 (Enrollment Options Program)
Minn. Stat. §§ 124D.08 (Enrollment in Nonresident District)
Minn. Stat. Ch. 125A (Student With Disabilities)
Minn. Stat. Ch. 260A (Truancy)
Minn. Stat. Ch. 260C (Child Protection)
20 U.S.C. §§ 1400-1487 (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973 § 504)
34 C.F.R. § 300.530(e)(1) (Manifestation Determination)

Cross Reference: WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 501 (School Weapons)
WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)

WBLASB Policy 503 (Student Attendance)
WBLASB Policy 505 (Distribution of Nonschool-Sponsored Materials on
School Premises by Students and Employees)
WBLASB Policy 514 (Bullying Prohibition Policy)
WBLASB Policy 524 (Internet Acceptable Use and Safety Policy)
WBLASB Policy 525 (Violence Prevention)
WBLASB Policy 526 (Hazing Prohibition)
WBLASB Policy 527 (Student Use and Parking of Motor Vehicles;
Patrols, Inspections, and Searches)
WBLASB Policy 610 (Field Trips)
WBLASB Policy 709 (Student Transportation Safety Policy)

AGENDA ITEM: **Policy 901, Community Education**
MEETING DATE: **March 6, 2017**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Tim Maurer, Director of Community Services
and Recreation**

BACKGROUND:

School Board Policy 901, Community Education, was reviewed by the School Board Policy Committee and Cabinet. There are minor changes to this policy and changes in the legal reference.

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

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 10 School Board meeting agenda or a subsequent meeting for action.

901 COMMUNITY EDUCATION

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

III. COMMUNITY SERVICES ADVISORY COUNCIL

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

- Legal References:*** Minn. Stat. § ~~121.88~~ 124D.19 (Community Education Programs; Advisory Council)
- Minn. Stat. § ~~123.36~~ 123B.51 (Schoolhouses and Sites; Access for Noncurricular Purposes)
- Minn. Stat. § ~~124.2713~~ 124D.20, Subd. 1 (Community Education Revenue)
- Cross References:*** WBLASB Policy 902 (Use of School District Facilities and Equipment)

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

MEETING DATE: **March 6, 2017**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Tim Maurer, Director of Community Services and Recreation**
Dr. Wayne Kazmierczak, Assistant Superintendent for Finance and Operations

BACKGROUND:

School Board Policy 903, Visitors to School District Property and Facilities, was reviewed by the School Board Policy Committee and Cabinet. This policy was rewritten by our legal counsel.

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

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 10 School Board meeting agenda or a subsequent meeting for action.

Adopted: April 28, 1997
Revised: December 10, 2001
School District #624 Policy 903
Revised: August 25, 2003
Revised: April 9, 2012

White Bear Lake Area

903 VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES PROPERTY AND FACILITIES

I. PURPOSE

The purpose of this policy is to inform the school community and the general public of the position of the school board on visitors to school buildings and other school property.

II. GENERAL STATEMENT OF POLICY

- A. The school board encourages interest on the part of parents and community members in school programs and student activities. The school board welcomes visits by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within procedures and requirements established by the school district.
- B. The school board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment. All visitors are required to comply with District policy regarding ID badges.

III. RESPONSIBILITY

- A. It shall be the primary responsibility of the school district administration to recommend procedures to the school board and enforce such procedures that pertain to school visitors. These procedures should reflect input from employees, students and advisory groups, and shall be communicated to the school community and to the general public. Upon approval by the school board, such procedures and requirements shall be an addendum to this policy.
- B. It shall be the responsibility of the superintendent to provide coordination that may be needed throughout the process and provide for periodic school board review and approval of the procedures.

IV. DEFINITIONS

- A. "School" is defined as those buildings or sites where students are present for a school activity.
- B. "Visitor" is defined as any person entering a school, as defined in IV, for business other than district employees, students, and district officials.

V. VISITOR LIMITATIONS

- A. An individual or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employee, or the school district.
- B. Employees and visitors are authorized to park vehicles on school property at times and in locations specified in the approved parking procedures and requirements or as otherwise specifically authorized by school officials. The district may not be held liable for damage to personal vehicles parked on school grounds. When unauthorized vehicles are parked on school property, school officials may:
 - 1. Move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
 - 2. If unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to a commercial garage or impound lot within the District.
- C. An individual or group who enters school property without complying with the procedures and requirements may be in violation of Minnesota Criminal Statutes thus subject to criminal consequences. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

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

Minn. Stat. 128C.08 (Assaulting a Sports Official Prohibited)
 Minn. Stat. 609.605, Subd. 4 (Trespasses on School Property)
 Minn. Stat. 609.748, 749 (Harassment; Restraining Orders and Criminal Prosecution)

Cross References: WBLASB Policy 430 (Employee/Visitor ID Badge)

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

The School Board encourages interest on the part of parents and community members in the District's programs and activities. At the same time the School Board recognizes that reasonable restrictions must be placed on visits to District facilities in order to maintain an environment that is safe and conducive to learning and working. The School Board has adopted this policy after considering and weighing these and other social, political, economic, and educational factors.

III. DEFINITIONS

- A. "Central administrator" means the superintendent and any director with district-wide responsibilities.
- B. "District facility" means any building that is owned, leased, or operated by the District.
- C. "District property" means any real property that is owned, leased, or operated by the District, including, but not limited to, athletic stadiums and athletic fields.
- D. "Parent" means a biological parent, adoptive parent, legal guardian, or conservator.
- E. "School building" means any District facility where a program of education is offered to preschool, elementary school, middle school, high school, and alternative/transition school students.
- F. "Visitor" means any person who enters a district facility during the regular school year during scheduled school hours except for the following: enrolled students who are in the facility to attend school, to participate in a school sponsored event or activity, or to attend a meeting of a student-initiated, non-curriculum related group that is recognized by the District; employees who are assigned to work at the facility; volunteers who have been assigned to be in the facility at the time of the visit; and central administrators.

IV. PROCEDURES

A. Visitor Procedures. All visitors must comply with the following procedures when entering a District facility, unless they are attending an event or activity that is open to the public, such as parent-teacher conferences, a school board meeting, or an athletic contest:

1. Immediately upon entering a District facility, all visitors must report to the administrative office or reception desk. Signage to this effect must be prominently displayed on or near all unlocked doors to the facility.
2. Upon reporting to the administrative office or reception desk, all visitors must complete a form that requires them to do the following: print and sign their names, state the purpose of their visit, state the time of their arrival, and state the location of the building in which the visit will occur.
3. Subject to the requirements of this policy, parents may observe their child in the classroom for up to two hours on two occasions per school year. Parents who wish to observe their children in the classroom during the regular school day must schedule the visit at least three (3) school days in advance with the building principal. A central administrator, building principal, assistant principal, or designee may reschedule or terminate any visit in the event of an emergency or unforeseen circumstance.
4. A central administrator or building principal may impose additional restrictions on any parent who has caused a disruption in a District facility.
5. A central administrator, the building principal, an assistant principal, or a designee will follow this policy in determining whether or not permission will be granted for a visit to a school building. A central administrator will follow this policy in determining whether or not permission will be granted for a visit to a District facility that is not a school building.
6. If permission for a visit is granted, the visitor will be given a visitor's identification badge stating the visitor's name and the location in the building where the visit will occur.
7. All visitors must wear the issued visitor identification badge in a

conspicuous location at all times while in a District facility.

8. If a District employee sees a visitor in a school building without a visitor's identification badge, the employee must either escort the visitor to the administrative office or immediately notify the administrative office of the presence of the visitor.

9. Upon completing a visit, a visitor must return to the administrative office or reception desk, return the visitor's identification badge, sign his/her name on the same form that was signed upon entering the building, and state the time of his/her departure.

B. Parent Procedures for Communicating with Children. The District recognizes that under limited circumstances parents may occasionally need to communicate with their children during the school day. When this need arises, parents must follow one of the following procedures:

1. Parents may call the office and ask to speak with their child. School staff will then locate the child and instruct the child come to the office to speak with the parent by telephone. This may occur by making an announcement over the school's intercom system. Students generally will not be permitted to place or receive a call from a classroom.

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

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

1. Notify the offending visitor that his or her conduct is inappropriate.

2. Notify the offending visitor that if the conduct does not cease immediately, the visitor will be required to leave the building.

3. Notify the offending visitor that he or she is required to immediately leave the building.

4. Contact law enforcement.

5. Document the incident.

6. Take other action that the central administrator, building principal, assistant principal, or designee reasonably deems to be prudent or necessary in order to: (a) protect the safety of students, staff, or school property; (b) maintain an environment that is conducive to learning and working; and (c) maintain an environment that is free from all forms of abusive and disruptive conduct.
7. Any step or steps of this procedure may be skipped or addressed at a later time if the central administrator, building principal, assistant principal, or designee determines, in the exercise of his or her professional judgment, that immediate removal of the offending visitor is in the best interests of the students or the staff.

V. RULES OF CONDUCT FOR VISITORS

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

B. Prohibited Conduct. Visitors must not do any of the following during a visit:

1. Violate any law;
2. Violate any District or school policy, regulation, rule, or procedure;
3. Make any threat or engage in any threatening or intimidating behavior;
4. Engage in any conduct that is designed to intimidate another person or that could reasonably be perceived as being designed to intimidate another person;
5. Demonstrate hostility toward another person;
6. Engage in conduct that is objectively rude;
7. Use any obscene or foul language;
8. Make or participate in making any personal attacks against another person;
9. Make or participate in making any objectively disrespectful, demeaning, disparaging, or insulting comments or statements

about or to another person:

10. Make unwelcome physical contact with any person other than their own child, unless the physical contact is part of the normal greeting process, such as a handshake, or is reasonably necessary to prevent imminent harm to another person or serious harm to property:

11. Photograph, film, or otherwise create an audio or video record of any students, employees, or volunteers of the District, unless the visitor is on District property or in a limited part of a District facility to attend an event or activity that is open to the public, such as a school board meeting or an athletic contest:

12. Enter onto school property while impaired from the use of alcohol or any other chemical:

13. Create or participate in creating a disruption to the learning or working environment. Examples of disruptive behavior include, but are not limited to, using a raised voice, shouting, or yelling; swearing; talking with a teacher, classroom aide, or a student while observing in a classroom; using or allowing a cellular device make noise in the classroom; and engaging in other conduct that interrupts a lesson while observing in a classroom.

VI. GROUNDS FOR DENYING A REQUEST TO VISIT

A. Parent Visits for Purpose Other than Classroom Observation. A central administrator, a building principal, an assistant principal, or a designee may deny permission for a parent to visit any part of a District facility if the central administrator, the principal, the assistant principal, or the designee determines that:

1. The parent has refused or failed to comply with any part of this policy:

2. The parent violated any rule or procedure of this policy while visiting a District facility on a prior occasion during the school year:

3. The requested date or time for the visit is educationally inappropriate or inconvenient:

4. The parent has created a disruption during a prior visit and is likely to create a disruption if permitted to visit again:

5. The parent's presence in the District facility is not in the best interests of student or staff:

6. The parent presents a risk of harm to a student, to a staff member, or to District property;

7. The parent's parental rights have been terminated or the parent does not have physical or legal custody or visitation rights during the school day or the period of time when the parent wants to visit the District facility; or

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

B. Classroom Observations by Parent. A central administrator, the building principal, an assistant principal, or a designee may deny a parent's request to observe his or her child in the classroom, or may revoke permission for such a visit, if the central administrator, principal, assistant principal, or designee determines that:

1. Any of the reasons for denying a visit in Section V(A) of this policy have been met;

2. The parent has failed or refused to schedule the classroom observation in advance;

3. The parent observed in the classroom on a prior occasion during the school year and created a disruption;

4. The requested date or time for the observation is educationally inappropriate or inconvenient, such as when a test is being administered, when a substitute teacher or guest speaker is present, or when students are attending an assembly or going on a field trip;

5. The parent has already observed the child in the classroom on two occasions during the school year;

6. The parent's presence in the classroom is not in the best interests of the student, other children, or staff.

C. Classroom Observations by an Independent Examiner. If the parent of a special education student requests an independent educational evaluation (IEE) or hires an independent examiner to evaluate a child, and the parent requests that the independent examiner be permitted to observe the child in the classroom, the District will allow the independent examiner to visit and observe the student in the classroom to the extent permitted by law, provided that the independent examiner complies all provisions of this policy and does not create a disruption. The District may assign a staff member to accompany an independent examiner during all observations. An independent examiner may

not interview any students at school or any District employees without prior written permission from the District. A District representative will be present during any interviews.

D. Parent's Right to Appeal. If a parent believes that a request to visit a District facility has been improperly denied, the parent may submit a written appeal to the Superintendent. The decision of the Superintendent, or a designee of the Superintendent, is final.

E. Visits by Third Parties. A central administrator, a building principal, an assistant principal, or a designee may, as he or she sees fit, deny a visitor's request to visit any part of a District facility if the visitor is not a parent of a child who attends school in the facility.

VII. PARKING

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

VIII. PENALTIES.

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

Legal References:

Minn. Stat. § 123B.02 (general powers of school districts)

Minn. Stat. § 609.605, subd. 4 (trespass to school property)

E. OPERATIONAL ITEMS

AGENDA ITEM: **Update Proposed School Year Calendars for 2017-18 and 2018-19**

MEETING DATE: **March 6, 2017**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Linda Goers, Director of Human Resources
Sara Paul, Assistant Superintendent for
Teaching and Learning**

BACKGROUND:

At the February 13 School Board meeting, Assistant Superintendent Sara Paul and Director of Human Resources Linda Goers presented the 2017-18 and 2018-19 calendars.

At the February 27 work-study session administration provided detail and rationale on changes to this calendar.

RECOMMENDATION:

The administration recommends the School Board approve both the school calendars for 2017-18 and preliminary calendar for 2018-19.

WB 2017-18 CALENDAR

White Bear Lake Area Schools

August 21-22.....New Teacher Orientation
 August 28.....Convocation
 August 28-31.....Teacher Work and Staff Development
 September 4.....No School - Labor Day
 September 5.....First Day of School (Grades 6-12)
 September 6.....First Day of School (Grades 1-5)
 September 5-6.....Kindergarten Orientation
 September 7.....First Day of School (K)
 September 11.....First Day Early Childhood Programs
 September 29.....Non Student Day*
 October 19-20.....No School - Education Minnesota Conference
 November 3.....End of First Quarter
 November 6.....Non Student Day*
 November 20.....Non Student Day—Parent Conferences PM (PreK-12+)*
 November 21.....Non Student Day—Parent Conferences PM (PreK-12+)*
 November 22-24.....No School - Thanksgiving Break
 December 22-29.....No School - Winter Break
 January 1.....No School - Winter Break
 January 15.....No School - MLK, Jr. Day
 January 24.....End of Second Quarter
 End of First Semester
 January 25-26.....Non Student Days*
 February 19.....No School - Presidents Day
 February 20.....Parent Conferences PM (6-12+)
 February 22.....Parent Conferences PM (6-12+)
 March 12-16.....No School - Spring Break
 March 30.....Non Student Day*
 April 5.....End of Third Quarter
 April 6.....Non Student Day*
 April 9.....Non Student Day—Parent Conferences PM (PreK-5)
 April 12.....Conferences PM (PreK-5)
 May 28.....No School - Memorial Day
 June 7.....Last Day of School (All Students)
 End of Fourth Quarter
 End of Second Semester
 June 8.....Graduation

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First/Last Day of School
 No School for Students
 Parent/Teacher Conference/Communication
 End of Quarter/Semester
 District Center Closed

WB 2018-19 CALENDAR

White Bear Lake Area Schools

September 3No School - Labor Day

September 4First Day of School

October 18-19.....No School - Education Minnesota Conference

December 24-31No School - Winter Break

January 1No School - Winter Break

March 11-15.....No School - Spring Break

May 27No School - Memorial Day

June 6Last Day of School (All Students)
End of Fourth Quarter
End of Second Semester

June 7Graduation

JULY						
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First/Last Day of School
End of Quarter/Semester

No School for Students
District Center Closed

Parent/Teacher Conference/Communication

AGENDA ITEM: **Action on Fiscal Year 2018 Achievement and Integration Budget**

MEETING DATE: **March 6, 2017**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Sara Paul, Assistant Superintendent for Teaching and Learning**

BACKGROUND:

Sara Paul, Assistant Superintendent for Teaching and Learning, and James Barnett, Achievement and Integration Coordinator, discussed the proposed priorities for the three year Achievement and Integration plan at the work-study meeting on February 27, 2017. They discussed the plan's purpose, four-stage Minnesota Department of Education recommended process and interventions.

RECOMMENDATION:

The administration recommends the School Board approve the Fiscal Year 2018 Achievement and Integration Budget.

Review of Proposed Three Year Achievement and Integration Plan

School Board Meeting
March 6, 2017



White Bear Lake Achievement & Integration

The Minnesota Department of Education (MDE) defines the purpose of the Achievement and Integration (AI) program is to:

- Pursue racial and economic integration.
- Increase student achievement.
- Create equitable educational opportunities.
- Reduce academic disparities based on students' diverse racial, ethnic, and economic backgrounds in participating schools and districts.



White Bear Lake Achievement & Integration

The process for developing our three-year AI plan is built around four research-based concepts, referred to here as **equity criteria**. These equity criteria provide an equity lens, center student needs, and are intentionally used to steer the planning process:

- Access
 - Representation
 - Participation
 - Outcomes
-

White Bear Lake Achievement & Integration

MDE recommended a four stages to the process for determining the focus of the Achievement and Integration (AI) program:

- Stage One: Form an Achievement & Integration Leadership Team
 - Stage Two: Conduct a district wide needs Assessment
 - Stage Three: Identify the district priorities to complete the Plan
 - Stage Four: Implementation, Monitoring, Evaluation
-

White Bear Lake Achievement & Integration

Stage One:

Form Achievement and
Integration Leadership Team

COMMITTEE MAKEUP

12	Parents
2	Students (board liaisons)
8	Staff
2	School Board Members (count as community)
1	Businesses

Representation Reflecting Demographics of
our Student population (parents)

21	White
2	Black
2	Latino
1	Native American
1	Hmong
1	Asian
2	SPED

10	North Side
8	South Side
8	Unidentified

White Bear Lake Achievement & Integration

Stage Two: Conducting the District Wide Needs Assessment (The Process)

Data Collection:

- Systems Data
 - Classroom Visit
 - Building Walkthrough
- Surveys
 - Staff
 - Parent & Family
- Outcomes Data
 - Student Enrollment Trends
 - Proficiency on All State Accountability Measures
 - Four-Year Graduation Rate
 - Teacher Demographics, Experience, and Credentials
 - STEM Course Offerings and Student Enrollment

White Bear Lake Achievement & Integration

Stage Two Continued: Conducting the District Wide Needs Assessment (The Process)

Data Analysis:

- Climate
- Environment and Resources
- Leadership and Governance
- Continuous Improvement and Inquiry
- Instruction and Assessment
- Student Engagement and Outcomes
- Family and Community Partners

White Bear Lake Achievement & Integration

Interventions are the state approved actions or activities students and staff will do to meet plan objectives and reach goals to close achievement and opportunity gaps.

White Bear Lake Achievement & Integration

Stage Three: Identify the district priorities to complete the plan

Targeted Interventions to close opportunity gaps in WBLAS

Family engagement initiatives to increase student achievement

Increase number Cultural Liaisons

Family engagement and support: Intentional Social Interaction
Events at schools in the District

Family awareness of what is happening at school: Hmong Radio,
Parent Institute for Quality Education

White Bear Lake Achievement & Integration

Stage Three: Identify the district priorities to complete the plan

Targeted Interventions to close opportunity gaps in WBLAS

Professional development opportunities focused on increasing student engagement.

Additional targeted cultural humility training

Training in Data Driven Dialogue to adjust instructional practice

AVID training for school wide implementation of AVID strategies

White Bear Lake Achievement & Integration

Stage Three: Identify the district priorities to complete the plan

Targeted Interventions to close opportunity gaps in WBLAS

Career/college readiness and rigorous coursework for underserved students, including students enrolled in alternative learning centers.

Increased access to college level courses

Expansion of AVID

Increased Transition Programming

State Designated Racially Identifiable School: Willow Lane

- STEM Programing in integrated learning environment:
 - Tamarack Nature Center - Environmental Education Partnership between Willow Lane and Otter Lake Elementary
 - InSciEd out program - Mayo Clinic Partnership
- Designated Cultural Liaison:
 - Engage in direct contact with families to provide supports
 - Provide Targeted Support to classrooms to increase student engagement

Stage 4: Implementation of our 3year AI Plan

- Implementation
 - Monitoring
 - Evaluation
-

Use the worksheets provided here to list your district's proposed expenditures of FY 2018 Achievement Integration (AI) revenue.

District Name: White Bear Lake Area Schools

District ISD Number: 624

Superintendent: Dr. Michael Lovett

Collaborative: Equity Alliance Minnesota

Fiscal and program staff should work together to complete this budget. Please list those staff members below. Both will be contacted if changes or more detail is needed for the budget to be approved.

Program Staff: Sara T. Paul

Fiscal Staff: Wayne A. Kazmierczak

Phone: 651-407-7567

Phone: 651-407-7516

E-mail: sara.paul@isd624.org

Email: wayne.kazmierczak@isd624.org

If you have been notified by MDE that your district has one or more *Racially Identifiable Schools*, please list those schools here:dkfasodifaisdfaoisdfpoisdf

Total Initial Revenue expenditures (FIN 313 expenditures)	\$ 733,065.00
Total Incentive Revenue expenditures (FIN 318 expenditures)	\$ 90,900.00
TOTAL AI REVENUE	\$ 823,965.00

CERTIFICATION STATEMENT

We certify that the budget information submitted for our school district to the Minnesota Department of Education (MDE) is an accurate and complete representation of the fiscal year 2018 Achievement & Integration budget as approved by the school board.

Board Approval Date _____

School Board Chair _____

Date _____

Superintendent _____

Date _____

Approved Initial Revenue: _____ **Approved Incentive Revenue:** _____

MDE Approval: _____ **Date:** _____

District Number: 624

District Name:

White Bear Lake Area Schools

Proposed Budget			Actual Expenditures		
		Proposed Budget Ratios			Actual Budget Ratios
Direct Services to Students must equal at least 80% of total revenue	\$679,000.00	82.41%	DSS At least 80% of total expenditures	\$0.00	#DIV/0!
Professional Development may equal no more than 20% of total revenue	\$116,065.00	14.09%	Professional Development No more than 20% of total expenditures	\$0.00	#DIV/0!
Administrative/Indirect may equal no more than 10% of total revenue	\$28,900.00	3.51%	Admin/Indirect No more than 10% of total expenditures	\$0.00	#DIV/0!
Total Proposed Revenue:	\$823,965.00		Total Revenue Expended	\$0.00	

Total Amount Proposed FIN 313	\$733,065.00
Total Amount Proposed FIN 318	\$90,900.00

Notes or Comments :



FY 2018 Achievement and Integration Budget

District Number: 624

District Name: White Bear Lake Area Schools

80% Direct Services to Students

List all proposed FIN 313 expenditures for Direct Student Services on this worksheet. At least 80% of a district's proposed expenditures must be used for programs included in the district's MDE-approved AI plan which provide direct services to students. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
Provide a short description of the expenditure.	ORG	PROG	FIN	OBJ	List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name and number, clearly identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan. Do not copy and paste your plan here.
White Bear Lake to Youth Executive Board 6067 collaborative , direct support services	005	790	313	820	\$40,600.00		WBLAS contribution to Equity Alliance _ Youth Executive Board, Direct Student Programming
College Field Trips	005	790	313	366	\$8,000.00		Field trips for AVID classes, MN Historical Society White Bear U Program
Substitute Teacher for Field Trips	005	790	313		\$2,000.00		Substitute Teachers to cover classes
AVID parent nights and celebrations	005	790	313	401	\$1,660.00		Summer AVID round up teacher costs and end-of-year celebration
AVID supplies for students and testing fees	005	790	313	433	\$5,200.00		AVID supplies and testing fees
Non-Licensed AVID Tutors/Student Engagement/Student Mentor Supports	005	790	313	141	\$25,000.00		AVID Tutors/Student Mentor Supports/College Credit Courses Summer Bootcamp staff
Student Engagement Support and System Coordination	005	790	313	305	\$86,400.00		In-class supports for tiered interventions, Americorps Promise Fellows
ISI	005	790	313		\$14,000.00		ISI
Cultural Liaisons	005	790	313	175	\$257,000.00		3.0 Cultural Liaisons and AI Coordinator's direct instruction time (.7 FTE)
Family Engagement	005	790	313	401	\$10,000.00		Cultural Liaisons will lead Parent U Nights for Families, Hmong Radio, PIQE
FICA/Medicare	005	790	313	210	\$19,660.50		3.0 Cultural Liaisons and AI Coordinator's direct instruction time (.7 FTE)
PERA/TRA	005	790	313	214	\$19,275.00		3.0 Cultural Liaisons and AI Coordinator's direct instruction time (.7 FTE)
Health Insurance	005	790	313	220	\$31,284.00		3.0 Cultural Liaisons and AI Coordinator's direct instruction time (.7 FTE)
Life Insurance	005	790	313	230	\$658.00		3.0 Cultural Liaisons and AI Coordinator's direct instruction time (.7 FTE)
Dental Insurance	005	790	313	235	\$2,592.00		3.0 Cultural Liaisons and AI Coordinator's direct instruction time (.7 FTE)
LTD	005	790	313	240	\$971.00		3.0 Cultural Liaisons and AI Coordinator's direct instruction time (.7 FTE)
TSA Contribution	005	790	313	250	\$0.00		3.0 Cultural Liaisons and AI Coordinator's direct instruction time (.7 FTE)
FIN 313 TOTAL					\$524,300.50	\$0.00	

Notes or Comments:

District Number: 624

District Name: White Bear Lake Area Schools

On this worksheet please list proposed **FIN 318** expenditures for Direct Student Services. At least 80% of a district's proposed expenditures must be used for programs included in the district's MDE-approved AI plan which provide direct services to students. Read AI Budget Requirements on the MDE website for details.

Notes or Comments:

FY 2018 Achievement and Integration Budget

District Number: 624

District Name: White Bear Lake Area Schools

20% Professional Development

On this worksheet please list proposed FIN 313 expenditures for professional development. No more than 20% of a district's proposed expenditures may be used for PD costs that are part of a district's MDE-approved plan. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative
Provide a short description of the expenditure.	ORG	PROG	FIN	OBJ	List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name and number, clearly identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan. Do not copy and paste your plan here.
Equity Training Equity Alliance	005	790	313	820	\$20,000.00	\$0.00	Training on gap closing practices
Equity Training / AVID Director	005	790	313	141	\$48,000.00		Training on gap closing System Practices
AVID Tutor Training	005	790	313	305	\$1,665.00		AVID training on gap closing instruction practices
AVID Teacher Training	005	790	313	305	\$12,000.00		AVID teacher training on gap closing instruction practices
PD for Cultural Competency	005	790	313	305	\$12,900.00		Professional Development coordinated and provided for by AI Coordinator
Training for Cultural Liaisons	005	790	313	305	\$3,500.00		Training for Cultural Liaisons on Family and Student Engagement Strategies
TOTAL					\$98,065.00	\$0.00	

Notes or Comments:

FY 2018 Achievement and Integration Budget

District Number: 624

District Name: White Bear Lake Area Schools

20% Professional Development

On this worksheet list proposed **FIN 318** expenditures for professional development. No more than 20% of a district's proposed expenditures may be used for PD costs that are part of a district's MDE-approved plan. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative
Provide a short description of the expenditure.	ORG	PROG	FIN	OBJ	List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan.
Consulting			318		\$18,000.00	\$0.00	Cross district (incollaboration with Ramsey County) design of outreach and engagement / Therapeutic and Counseling Program design
			318				
			318				
			318				
TOTAL					\$18,000.00	\$0.00	

Notes or Comments:

FY 2018 Achievement and Integration Budget

District Number: 624

District Name: White Bear Lake Area Schools

10% Admin/Indirect Costs

On this worksheet please list proposed Administrative/Indirect **FIN 313** expenditures. No more than 10% of total revenue may be spent on PD costs that are part of a district's MDE-approved plan. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amount	Actual Expenditures	Budget Narrative
Provide a short description of the expenditure.	ORG	PROG	FIN	OBJ	List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your AI plan.
WBLAS contribution to collaborative administrative expenditures (EMID 6067)	005	790	313	820			
AVID Program Fees/SRCFC Fees	005	790	313	391	\$16,000.00		
AI Budget and Implementation Oversight and Administration by AI Coordinator	005	790	313	175	\$12,900.00		
			313				
			313				
Total					\$28,900.00	\$0.00	

Notes or Comments:

FY 2018 Achievement and Integration Budget

District Number: 624

District Name: White Bear Lake Area Schools

10% Admin/Indirect Costs

On this worksheet please list proposed FIN 318 Administrative/Indirect expenditures for your FY17 budget. No more than 10% of the budget may be spent on Admin/Indirect costs included in a district's MDE-approved plan. Read the AI Budget Requirements on the MDE website for more details.

Line Item Description	UFARS Code Required				Budgeted Amount	Actual Expenditures	Budget Narrative
Provide a short description of the expenditure.	ORG	PROG	FIN	OBJ	List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your AI plan.
			318				
			318				
			318				
			318				
			318				
Total					\$0.00	\$0.00	

Notes or Comments:

FY 2018 Achievement and Integration Budget

District Number: 624

District Name: White Bear Lake Area Schools

80% Direct Services to Students

On this worksheet please list proposed **FIN 313** expenditures for Direct Student Services for your district's Racially Identifiable School(s). At least 80% of a district's proposed expenditures must be used for programs included in the district's MDE-approved AI plan which provide direct services to students. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
Provide a short description of the expenditure.	ORG	PROG	FIN	OBJ	List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan.
Salary			313		\$57,000.00	\$0.00	1.0 Cultural Liaison for Willow Lane Elementary
FICA/Medicare			313		\$4,360.50		
PERA/TRA			313		\$4,275.00		
Health Insurance			313		\$13,380.00		
Life Insurance			313		\$110.00		
Dental Insurance			313		\$1,260.00		
LTD			313		\$214.00		
HRA			313		\$1,200.00		
FIN 313 TOTAL					\$81,799.50	\$0.00	

Notes or Comments:

FY 2018 Achievement and Integration Budget

District Number: 624

District Name: White Bear Lake Area Schools

80% Direct Services to Students

On this worksheet please list proposed **FIN 318** expenditures for Direct Student Services for your district's Racially Identifiable School(s). At least 80% of a district's proposed expenditures must be used for programs included in the district's MDE-approved AI plan which provide direct services to students. Read the AI Budget Requirements on the MDE website for details.

Line Item Description	UFARS Code Required				Budgeted Amt	Actual Amt	Budget Narrative: a crosswalk between your AI budget and your AI plan
Provide a short description of the expenditure.	ORG	PROG	FIN	OBJ	List the total amount budgeted for this line item.	Resubmit form with actual FY18 expenditures by 12/1/18.	By name or number, identify the activity in your plan that each expenditure supports. Provide a brief description of how these funds will be used to support that activity. This narrative should be different from the program description in your plan.
Integrated Learning Environment	5	790	318	369	\$18,900.00		Willow Lane Elementary School students will have increased opportunities to interact with students from Otter Lake Elementary School in STEM focused activities at Tamarack Nature Center.
Integrated Learning Environment; Field Trip	5	790	319		\$4,000.00		MN History Day Integrated learning experience with MN Historical Society and Minneapolis Public Schools
Career Exploration	5	790	320	366	\$10,000.00		Summer Transoprtation - Career exploration programming in an Intergrated learning environment with Roseville and North St. Paul School districts
STEM Science Instruction and In classroom supports to teachers	005	790	318	140	\$24,000.00		Cross district implementation of student programming for outreach and engagement / counseling support
Integrated Learning Environment	005	790	318	305	\$3,000.00		Willow Lane School Staff, Otter Lake School Staff, parents from both schools and STEM leaders will continue to collaborate to continue the development of a rigorous STEM program.
Inegrated Learning Environment	005	790	318	305	\$7,000.00		STEM Spring and Summer Academies for students at Willow Lane Elementary and Otter Lake Elementary and neighboring non-racially identified schools will have opportunities to attend STEM integrated learning programs.
Integrated Learning Environment	005	790	318	360	\$6,000.00		Transportation Services for up to five STEM integration program activities.
FIN 318 TOTAL					\$72,900.00	\$0.00	

Notes or Comments:

AGENDA ITEM: **Indigenous Peoples Day Resolution**
MEETING DATE: **March 6, 2017**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Kathleen Danielson, Director of Student**
Support Services
Dr. Michael Lovett, Superintendent

BACKGROUND:

At the February 27 work-study session, the School Board discussed a resolution from the Indian Education Parent Committee to recognize the second Monday of October as Indigenous Peoples Day.

BACKGROUND:

Recommend the resolution as attached.

White Bear Lake Area Schools, ISD 624
School Board Resolution

A RESOLUTION of the Board of Directors of White Bear Lake Area Schools / ISD624, Ramsey County, Minnesota reaffirming the Board's commitment to promote the well-being and growth of every District student, especially of the District's American Indian and Indigenous students.

WHEREAS, the School Board recognizes that the Indigenous Peoples of the lands that would later become known as the Americas have occupied these lands since time immemorial; and

WHEREAS, the School Board recognizes the fact that the White Bear Lake area is built upon the homelands and villages of the Indigenous Peoples of this region, without whom the building of the City and surrounding areas would not have been possible; and

WHEREAS, the School Board values the many contributions made to our community through Indigenous Peoples' knowledge, labor, technology, science, philosophy, arts and the deep cultural contribution that has substantially shaped the character of White Bear Lake and the surrounding area; and

WHEREAS, the School Board has a responsibility to oppose the systematic racism towards Indigenous people in the United States, which perpetuates high rates of poverty and income inequality, exacerbating disproportionate health, education, and social crises; and

WHEREAS, the School Board seeks to combat prejudice and eliminate discrimination and institutionalized racism, and to promote awareness, understanding, and good relations among indigenous peoples and all other segments of our District; and

WHEREAS, the School Board promotes the closing of the equity gap for Indigenous Peoples through policies and practices that reflect the experiences of Indigenous Peoples, ensure greater access and opportunity, and honor our nation's indigenous roots, history, and contributions.

NOW THEREFORE, BE IT RESOLVED, that the White Bear Lake Area School Board of Directors strongly encourages District staff to include the teaching of the history, language culture, and governments of the indigenous peoples of our state, as recommended by Chapter 124D.71 et al,

BE IT FURTHER RESOLVED, that the White Bear Lake Area School Board of Directors commits to observe the second Monday of October as Indigenous Peoples' Day.

BE IT FURTHER RESOLVED, that the School Board commits to continue its support of the well-being and growth of every District student, especially of the District's American Indian and Indigenous students.

Ellen Fahey
School Board Clerk

Date

AGENDA ITEM: **Action on Accepting the Glasrud Fellowship Grants**

MEETING DATE: **March 6, 2017**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The White Bear Lake Area Educational Foundation has approved nine 2017 Glasrud Fellowship Grants, with a request that these grants be formally accepted by the School District.

Below are the grants, amount received, and recipients.

1. *Traci Bowermaster, Beth Samuelson, Amy Johnson – ALC “Enhancing Recovery Supports Through Nationwide Connections” \$2,100*
This grant is to procure funds for three Insight staff to attend the joint conference of the “Association of Recovery Schools” and the Association of Recovery in Higher Education” at George Washington University in Washington D.C . (July 11-13.) The Insight Recovery School is a program within the White Bear Lake Area Learning Center that provides a safe, supportive learning environment for teens who are in recovery from substance use disorders. (In 2015 Insight was the 4th recovery school in the country to granted accreditation from the Association of Recovery Schools.
2. *Melissa Wickert - North Campus - “Exploring the Unknown of America’s Last Cold War Enemy” \$2,600*
Melissa will be traveling to Cuba, spending the majority of her time in Havana. This will enhance such standards through analyzing, evaluating, comparing and contrasting such things as technological and societal changes that affected popular culture in the Post World War II era, the effectiveness of US policies in ending the Cold War, explain the difference between an immigrant and a refugee, etc.(June 10 – 14)
3. *Brenda Shea – Oneka - 3rd Grade - “Four Great Migrations Converge: Elephant Seals, Whales, Birds and Butterflies” \$1,273*
She will attend a Road Scholar guided experience that includes field trips and lectures pertaining to the annual migrations of 4 animal species along the California coast from Cambria to Pismo Beach. (January 2018 – 4 days)

4. *Beth England – Oneka - 2nd grade - “Four Great Migrations Converge: Elephant Seals, Whales, Birds and Butterflies” \$1,273*
She will attend a Road Scholar guided experience that includes field trips and lectures pertaining to the annual migrations of 4 animal species along the California coast from Cambria to Pismo Beach. (January 2018 – 4 days)
5. *Carla Cardoso, Aimie Pollard – Hugo -Psychologist, Speech Language Pathologist “Social Thinking Conference” \$2,900*
They will attend a conference hosted by Social Thinking that focuses on strategies for working with young students (pre K -2nd grade) on their social skill development. May 2 – 4.
6. *Ariana Lowther – Otter Lake - (Spanish K-5) “A Trip to Peru” \$2,500*
Ariana will explore over one thousand miles of Peru to personally investigate and learn about Peruvian and Inca cultures. (June 10 – 24) She will create and deliver presentations to all elementary Spanish teachers in the district upon her return.
7. *Katelin Held – North Campus - “Personal Narratives of Marginalized People Groups” \$2,190*
To better understand the various religious, ethnic, and world views of students, Katelin will travel through Turkey, Hungary, Slovakia, The Czech Republic, and the Netherlands. She wants to experience “walking in someone else’s shoes” to gain a broader understanding of personal narratives of marginalized peoples throughout the world. (July 12 – 29)
8. *Ryan Clark – Matoska - “Physical Education Go Google Workshop” \$324*
Ryan will be attending a one day workshop at Fridley High School, March 10, 2017 to use technology to enhance the physical education programs in White Bear Lake.
9. *Cameron Mahlum – South Campus - “Revolution and Reform” \$840*
Cameron will travel to Philadelphia October 19-22, 2017 to experience some of the earliest historical and governmental foundations of our country. He will visit the places where our founding fathers developed the Constitution and the Bill of Rights.

TOTAL: \$16,000

RECOMMENDATION:

Accept the Glasrud Fellowship Grants totaling \$16,000 from the White Bear Lake Education Foundation.

AGENDA ITEM: **Action on Summer Academy Joint Powers Agreement**

MEETING DATE: **March 6, 2017**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Sara Paul, Assistant Superintendent for Teaching and Learning**
Jo Tate, Gifted and Talented Coordinator

BACKGROUND:

Every three years, we recommend that the School Board approve our continued participation in a joint powers agreement established to run summer programs for gifted students called North Suburban Summer Academy for High Potential Students.

This is a three-week summer educational experience for high potential students that inspires, challenges and develops children. It is sponsored through the cooperative efforts of the following 12 school districts: Anoka-Hennepin, Centennial, Columbia Heights, Forest Lake, Fridley, Mahtomedi, Mounds View, North St. Paul/Maplewood/Oakdale, Roseville, St. Anthony/New Brighton, Spring Lake Park, and White Bear Lake.

Each summer the Summer Academy hosts over 1,250 students and offers around 60 classes in the areas of science, math, technology, social studies, language arts, music, and art. These courses are designed specifically for high-potential students. Students in grades 1-10 can participate. In the summer of 2016, 97 students from White Bear Lake attended.

BACKGROUND:

The administration recommends the School Board to approve this Joint Powers Agreement for Summer Academy.

JOINT POWERS AGREEMENT

THIS AGREEMENT, is made and entered into by and between Independent School District No. 11, Anoka-Hennepin School District; Independent School District No. 12, Centennial Public Schools; Independent School District No. 13, Columbia Heights Public Schools; Independent School District No. 831, Forest Lake Area Schools; Independent School District No. 14, Fridley Public Schools; Independent School District No. 832, Mahtomedi Public Schools; Independent School District No. 621, Mounds View Public Schools; Independent School District No. 622, North St. Paul-Maplewood-Oakdale School District; Independent School District No. 623, Roseville Area Schools; Independent School District No. 282, St. Anthony-New Brighton School District; Independent School District No. 16, Spring Lake Park Schools; and Independent School District No. 624, White Bear Lake Area Schools.

WHEREAS, the school districts named above have a mutual desire to continue to provide gifted and talented enrichment opportunities through the North Suburban Summer Academy Program (“Summer Academy”); and

WHEREAS, the parties to this Agreement desire to make available to each participating school district the administrative and financial benefits of cooperative educational enrichment summer programming for students served by their respective school districts; and

WHEREAS, the parties to this Agreement desire to enter into a Joint Powers Agreement to facilitate the provision of educational enrichment summer programming through Summer Academy, as described below, pursuant to Minn. Stat. § 471.59, as

amended, which authorizes political subdivisions to enter into an agreement to exercise jointly the governmental powers and functions each has individually;

THEREFORE, it is hereby agreed, by and between the parties hereto as follows:

I. PURPOSE

- A. The North Suburban Summer Academy for high potential students is established as a cooperative, summer educational program for high potential students from participating school districts.
- B. The general purpose shall be accomplished by the Summer Academy Board, which shall administer the Academy program on behalf of the participating districts. The management and control of the North Suburban Summer Academy for High Potential Students shall be vested in the Summer Academy Board of Directors.

II. ORGANIZATION OF THE SUMMER ACADEMY BOARD

- A. Summer Academy shall be governed by a Board of Directors composed of the Superintendent or designee of each participating school district. In addition, the host district, the school district serving as fiscal agent, and a participating school district employing Summer Academy's Executive Director, if any, shall each have an additional voting administrative representative on the Summer Academy Board of Directors. The Academy's Executive Director shall be an ex-officio member of the Board of Directors.
- B. The Officers of the Summer Academy Board shall be a Chair, Vice-Chair, and recording Secretary who shall be representatives of the participating districts.
- C. The Summer Academy Board officers shall be determined by the members of the Summer Academy Board at its first fall meeting of each school year. A term of an officer is for one year and such term shall expire at the meeting at which the new officers are determined. Officers may serve consecutive terms.
- D. The Summer Academy Board shall meet at least quarterly and at such other times as is deemed necessary. Meetings of the Board shall be called by the Chair or by any two Board Members. At least a five-day notice shall be given for any such meeting. Representatives from the majority of the Districts shall constitute a quorum for the transaction of business. A simple majority vote of those Board Members present is required for all matters, with the exception of

budget adoption and approval of the Executive Director's contract, which shall require a vote by 2/3 of the Board Members.

- E. Representation on the Summer Academy Board is essential to the operation of the Academy. Participating districts are strongly encouraged to make sure they are represented at each meeting.
- F. The Board of Directors shall retain an Executive Director as an independent contractor who shall attend to the daily operations of Summer Academy.
- G. Summer Academy shall have an Executive Committee composed of the following: the Officers of the Summer Academy Board of Directors, the Summer Academy Executive Director, an administrative representative from the school district serving as the fiscal agent of Summer Academy and one at-large administrative representative from a participating school district, designated by the Board of Directors of Summer Academy.
- H. The Executive Committee shall govern the business of the Academy in the absence of the Academy Board. The Board of Directors shall review all action by the Executive Committee and shall be vested with the authority to repeal and/or overrule Executive Committee action.
- I. Superintendents shall receive a copy of the current Summer Academy brochure and an annual written summary of the recently concluded Summer Academy. Included with the summary will be an acknowledgement of each district's intent to participate in Summer Academy for the next year.

III. POWERS AND RESPONSIBILITIES OF THE SUMMER ACADEMY BOARD

- A. The Summer Academy Board is empowered to act in the interest of the participating districts.
- B. The Summer Academy Board may:
 - 1. Take and hold by purchase, lease, grant or assignment, property for its use within the scope of this Agreement, to provide and to dispose of the same when the need for it is ended.
 - 2. Apply for and receive federal, state, local, private or other funds for which it is eligible.
 - 3. Enter into contracts and disburse funds, as it deems appropriate, for the purpose of the Academy programs and in accord with the adopted budget.

4. Retain professional, support staff, and consultants as and when the need arises, but only to the extent that funds have been made available to it for that purpose.
5. Organize and establish educational programs and services.
6. Approve by majority vote the participation of and addition to the Summer Academy Board of Directors additional school districts after the execution of this Agreement.

C. The Summer Academy Board shall:

1. Approve job descriptions, qualifications and compensation for consultants and independent contractors retained by the Board.
2. Contract with the Executive Director who shall be responsible to the Summer Academy Board for the administration of Academy programs.
3. Obtain criminal background checks on all consultants and independent contractors retained by the Board.
4. Establish and adopt policy and guidelines for the operation of the Summer Academy program.
5. Review and approve the Summer Academy annual budget submitted by the Executive Director on or before April 1 each year.
6. Review and approve the Summer Academy financial statements following the conclusion of each Summer Academy program year on or before October 1 each year.

D. The Summer Academy Board shall do what is reasonably necessary to achieve the purpose of this agreement to the extent that such action is within the intent and purpose of this agreement and complies with all state and federal statutory provisions which are applicable to the participating districts.

E. With the exception of those costs that can be addressed through in-kind contributions, student fees shall cover all actual costs.

IV. OBLIGATIONS AND RESPONSIBILITIES OF PARTICIPATING DISTRICTS

- A. Appoint one representative (Superintendent or designee) and provide release time as necessary to serve as a delegate on the Academy Board.
- B. Conduct recruitment of qualified students.
- C. Assist with consultant recruitment. This includes but is not limited to:
 - 1. Summer Academy Board members participating on interview teams to approve course offerings and consultant selections.
 - 2. Posting of consultant or independent contractor staffing needs within member districts.
- D. Shared use of equipment for summer programs.

V. POWERS AND RESPONSIBILITIES OF THE HOST DISTRICT

- A. The Host District shall be Independent School District No. 13, Columbia Heights Schools, until the Summer Academy Board of Directors decides otherwise.
- B. The Host District shall provide facilities and services for the Summer Academy Program. Two and one-half percent (2 ½ %) of the Summer Academy's net tuition shall be paid to the Host District each year.

VI. PROGRAMS AND SERVICES

- A. Summer opportunities for high potential students shall be shared by participating districts. These will be coordinated with district programs to enhance opportunities without conflicting with district programs through duplication of efforts.
- B. Joint research, evaluation and planning related to programs for high potential students shall be carried out when agreed to by the Summer Academy Board.
- C. Summer program attendance for students from non-participating districts shall be permitted on a space available basis, after a specified date, and may be at an alternative fee as determined by the Summer Academy Board.

VII. FINANCING THE NORTH SUBURBAN SUMMER ACADEMY FOR HIGH POTENTIAL STUDENTS

The Summer Academy Board shall be empowered to finance the education programs implemented pursuant to the Agreement as follows:

- A. By payments in the form of student fees to attend the Summer Academy, the amount to be determined by the Summer Academy Board.
- B. By maintaining records, disbursing funds and accepting receipts in accordance with the budget as recommended by the Summer Academy Board.
- C. By recommending that the reserve fund balance be set at 5% of the most recent year's net tuition, to be reviewed annually.
- D. The fiscal year for the North Suburban Summer Academy shall be from July 1 through June 30.

VIII. POWERS AND RESPONSIBILITIES OF THE FISCAL AGENT

- A. The Summer Academy Board shall contract with a fiscal agent. The fiscal agent shall be Independent School District No. 13, Columbia Heights Schools, until the Summer Academy Board decides otherwise.
- B. The fiscal agent shall pay bills, issue payroll checks, and receive monies for the Summer Academy, as well as provide financial statements of revenues and expenditures.
- C. The fiscal agent shall receive 2.5% of the net tuition each year as payment for services rendered.
- D. The Summer Academy Executive Director and /or Summer Academy Board shall approve disbursement of funds.
- E. The fiscal agent shall provide any interest money derived from Summer Academy to the Summer Academy Board.
- F. The duties and obligations of the fiscal agent are further set forth on Exhibit A, attached hereto and made a part hereof.

IX. TERM OF AGREEMENT AND DISPOSITION OF PROPERTY UPON EXPIRATION OF THE JOINT POWERS AGREEMENT

This Joint Powers Agreement shall be effective from July 1, 2016 through June 30, 2019. The Agreement may be renewed for successive three-year terms by a 2/3 majority vote of the members of the Summer Academy Board of Directors, subject to the approval of the School Board of each participating School District.

Upon expiration of the Agreement, any property acquired on behalf of Summer Academy as a result of the Joint Powers Agreement shall be sold and the proceeds divided equally amongst the participating school districts.

X. AGREEMENT ADMINISTRATION AND IMPLEMENTATION

The Superintendent of ISD No. 13 and the Summer Academy Executive Director shall be directly involved in providing the facility or services for the Summer Academy program.

XI. NOTICES

Any notices to or communication regarding Summer Academy for purposes of this Agreement shall be sent to:

Kathy Kelly, Superintendent
Columbia Heights Public Schools
1440 49th Avenue NE
Columbia Heights, MN 55421

Summer Academy Executive Director:

XII. COUNTERPARTS; FACSIMILE COPIES

This Agreement may be executed in two or more counterparts, each of which shall be considered an original, but all of which together shall constitute the same instrument. The parties to this Agreement acknowledge and agree to accept and be bound by facsimile transmitted copies of this Agreement and its counterparts.

IN WITNESS WHEREOF, ISD No.11, ISD No. 12, ISD No.13, ISD No. 831, ISD No. 14, ISD No. 832, ISD No. 621, ISD No. 622, ISD No. 623, ISD No. 282, ISD No. 16, and ISD No. 624 have executed this Agreement by the signatures below and have approved this Agreement by their respective school boards, on the dates written below.

Independent School District No. 11

Date: _____

Independent School District No. 12

Date: _____

_____ Independent School District No. 13	Date: _____
_____ Independent School District No. 831	Date: _____
_____ Independent School District No. 14	Date: _____
_____ Independent School District No. 832	Date: _____
_____ Independent School District No. 621	Date: _____
_____ Independent School District No. 622	Date: _____
_____ Independent School District No. 623	Date: _____
_____ Independent School District No. 282	Date: _____
_____ Independent School District No. 16	Date: _____
_____ Independent School District No. 624	Date: _____

EXHIBIT A

FISCAL AGENCY AGREEMENT BETWEEN ISD NO. 13 AND NORTH SUBURBAN SUMMER ACADEMY FOR HIGH POTENTIAL STUDENTS

THIS AGREEMENT, is made and entered into by and between the North Suburban Summer Academy for High Potential Students, hereinafter known as the “Academy”, and Independent School District No. 13, Columbia Heights Minnesota, hereinafter known as the “District”.

WHEREAS, the Academy provides summer educational programs for high potential students in accordance with the Joint Powers Agreement by and between the fourteen participating school districts, for the term July 1, 2016 through June 30, 2019; and

WHEREAS, the Academy obtains its funding through tuition, grants and other resources available to it; and

WHEREAS, the District’s sole obligation shall be to act as fiscal agent as set forth in this agreement; and

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein and other good and valuable consideration, it is agreed as follows:

1. The District shall serve as the fiscal agent to the Academy. Services shall include the reporting of the financial condition of the Academy in accordance with UFARS and standard financial practices. All funds and accounts of the Academy shall be maintained separate and apart from district funds and accounts.
2. The District shall include the Academy as part of its annual fiscal report, and that report shall be subject to regular District and State audits as required by law.
3. As payment for services provided by the District as fiscal agent, including but not limited to, custodial services provided during regular custodial shift hours, the Academy shall pay the District 2.5% of net tuition revenues received by the Academy for the operation of its programs. Such payments shall be made to the District on an annual basis and shall be received on or before the end of each contract year.
4. The Academy shall have access to District copy and duplication equipment for office and administrative purposes only. Said use shall be

subject to mutual agreement by the Academy and the District, and shall be in accordance with duplication procedures in place within the District. The Academy shall provide at its expense all supplies needed for its use of district duplication equipment.

5. The Academy is organized as an independent, self-sustaining educational program through its Joint Powers Agreement, and is not a part of the legal structure of the District. The Academy is governed by its own Board of Directors, which is comprised of participating school districts. The Academy Board of Directors shall enter into whatever contracts it deems necessary to facilitate its purposes and programs.
6. To the extent that any profit or loss is sustained by the Academy, such profit or loss is attributed only to the Academy and its Board of Directors, and not to the District. The Academy Board of Directors shall designate the individual who shall have authority to approve and submit expenditures to the District for payment and shall provide to the District minutes of the Academy Board of Directors meeting(s) at which the Board designated such individual who shall have authority to approve and submit expenditures to the District. The Academy Board of Directors or its designee shall also provide the District with copies of all contracts or agreements, which are submitted to the District for payment, and all such contracts must be signed by the Chairperson or designee of the Summer Academy Board of Directors. As the fiscal agent for the Academy, the District shall not have authority to approve or disapprove expenditures, but shall only function as the conduit of monies received and expenditures made by the Academy, which have been approved by the Summer Academy Board of Directors in accordance with the Joint Powers Agreement.
7. The Academy may use the District's taxpayer identification number to purchase supplies and services necessary for the operation of the Academy.
8. The District shall issue a P-card for the Academy's use, permitting funds to be withdrawn directly from or deposited directly to the Academy's accounts payable and accounts receivable.
9. The District shall bill the Academy for all fiscal agency services provided by the District for the benefit of the Academy including, but not limited to, the District's systems operations employee if contracted as a consultant to the Academy and any overtime for custodial services performed after regular custodial shift hours.
10. The Academy shall acquire and keep in full force and effect liability insurance coverage as is necessary to adequately insure against any and all

potential losses resulting directly or indirectly from the operation of the Academy, and shall provide proof of such insurance to the District on an annual basis. The District shall be named as an additional insured on such insurance policy.

11. The Academy shall assume full liability for its activities and programs and shall indemnify and hold harmless the District, its officers, agents, and employees from any suits, claims, or liability arising under this Agreement or arising from the operation of the Academy.
12. The Academy shall determine what programs are offered each year, and shall determine all staffing needs each year, without the consultation or approval of the District.
13. All payments made in the operation of the Academy, shall be made from funds generated by the Academy and it is understood that under no circumstances is the District undertaking or obligated to provide its funds for the operation of the Academy.
14. No employee, independent contractor or agent of the Academy shall be considered an employee of the District for any purpose, including, but not limited to, salaries, wages or other compensation or fringe benefits; worker's compensation; unemployment compensation; teachers' or public employees' retirement; social security; liability; insurance; keeping of personnel records; termination or discharge of employment; individual contracts; and continuing contract rights.
15. The District shall have no authority under any circumstances to hire or retain, discipline, supervise, evaluate, provide work direction, set hours of work or operation of the Academy, or discharge any employee, independent contractor, or agent of the Academy.
16. This agreement may be amended only in writing executed by both parties.
17. This agreement shall be governed by the laws of the State of Minnesota.
18. This agreement shall be in full force and effect for the period from July 1, 2016 through June 30, 2019, and may be extended by mutual agreement for successive three-year terms. Either party wishing to terminate this agreement must give a 90-day notice prior to the expiration date.

IN WITNESS WHEREOF, the parties have hereunto set their hands and each warrants that s/he is empowered and authorized to execute this agreement.

North Suburban Summer Academy

By Jon Hyppner

Its SA Director

Date: 7-27-16

Independent School District No. 13

By Betty L. Kelly

Its Superintendent

By Bill Johnson

Its Dir of Finance and Operations

Date: 7-27-16

AGENDA ITEM: **Approve Contract with Dr. Wayne
Kazmierczak as Distributed to the Board
Members by Chair Janet Newberg**

MEETING DATE: **February 27, 2017**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Janet Newberg, School Board Chair**

BACKGROUND:

Janet Newberg, Chair of White Bear Lake Area Schools School Board, recently announced that the School Board offered a contract to Dr. Wayne Kazmierczak to serve as the district's new superintendent effective July 1, 2017.

The district's comprehensive search process entailed a characteristic survey, multiple constituent meetings, and interviews with five candidates.

At this tonight's meeting the School Board will approve the contract with Dr. Wayne Kazmierczak as presented.

RECOMMENDATION:

Approve the contract of Dr. Wayne Kazmierczak to serve as superintendent of the White Bear Lake Area Schools beginning July 1, 2017.