

**INDEPENDENT SCHOOL  
DISTRICT #624**



**SCHOOL BOARD  
AGENDA**

November 10, 2014

# MISSION STATEMENT

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

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

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

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

To: Members of the School Board

From: Dr. Michael J. Lovett  
Superintendent of Schools

Date: November 4, 2014

A Student and Staff Recognition will be held on **Monday, November 10, 2014**, at **6:15 p.m.** in the Community Room at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A meeting of the White Bear Lake Area School Board will be held on **Monday, November 10, 2014** at 7:00 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

**AGENDA**

**A. PROCEDURAL ITEMS**

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

**B. PUBLIC FORUM**

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

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

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

**C. INFORMATION ITEMS**

1. Theater at White Bear Lake Area High School
2. Presentation on Middle School Chromebook 1:1 Initiative
3. Superintendent's Report

**D. DISCUSSION ITEMS**

1. Presentation on 2013-14 Audit Report
2. First Reading of School Board Policies
  - a) Policy 414 – Mandated Reporting of Child Neglect or Physical or Sexual Abuse
  - b) Policy 494 - Use of Electronic Communication and Recording Devices
  - c) Policy 650 - Service Animals on School Property

**E. OPERATIONAL ITEMS**

1. Action on Secondary Course Program Proposals for 2015-16
2. Action on Recommendation for Gifted and Talented School Within a School
3. Action on Audit Report
4. Action on Self-Insurance Plan

**F. BOARD FORUM**

**G. ADJOURNMENT**

# **A. PROCEDURAL ITEMS**

AGENDA ITEM: **Consent Agenda**  
MEETING DATE: **November 10, 2014**  
SUGGESTED DISPOSITION: **Procedural Items**  
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

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Consent Agenda

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

**RECOMMENDATION:**

Approve the items listed on the Consent Agenda.

AGENDA ITEM: **School Board Minutes**  
MEETING DATE: **November 10, 2014**  
SUGGESTED DISPOSITION: **Consent Agenda**  
CONTACT PERSON(S): **Lori Swanson, School Board Clerk**

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**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 special work-study session of the White Bear Lake Area School Board was held on Monday, October 13, 2014, at 5:00 p.m. in the Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

**A. PROCEDURAL ITEMS**

1. Call to Order – Chair Newberg called the meeting to order at 5:05 p.m.
2. Roll Call – Present: Chapman, Hiniker, Kimball, Mullin (arrived at 6:05 p.m.), Newberg, Storey, Swanson

Ex-Officio: Michael J. Lovett, Superintendent of Schools

Cabinet: Wayne Kazmierczak, Kristine Wehrkamp, Kathleen Daniels, Mark Garrison, Chris Picha

**B. DISCUSSION ITEMS**

1. Health Insurance Options and Planning – Dr. Wayne Kazmierczak, Director of Finance and Operations, along with Pierre Guilfoile and Rob Keller, representatives of National Insurance Services, Inc., provided updated information to the board with regard to the district's consideration of the Public Employee Insurance Program (PEIP) and self-funded insurance programs, and the informational meetings that the district and White Bear Lake Area Teachers' Association have hosted separately with regard to both options. Discussions included comparison of plan benefits, control of costs, claims experience, fixed costs, and information on Minnesota public school districts that are involved in PEIP and self-insured programs, to date.

- C. **ADJOURNMENT**– Hiniker motioned, and Newberg seconded, to adjourn the work study session at 6:11p.m. ***Voice vote: All ayes. Motion carried.***

Submitted by: Lori Swanson, 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, October 13, 2014 at 7:00 p.m. in Community Room 112 at 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: Chapman, Hiniker, Kimball, Mullin, Newberg, Storey, Swanson  
Ex-Officio: Michael J. Lovett, Superintendent of Schools  
Cabinet: Daniels, Garrison, Kazmierczak, Paul, Picha, Vette, Wehrkamp  
Student School Board Representative, Estephany Crispin
3. Pledge of Allegiance
4. Hiniker motioned and Swanson seconded to approve the agenda, with the removal of Item D-3, which will be brought before the board at a future meeting. ***Voice vote: all ayes. Motion carried.***
5. Storey moved and Chapman seconded to approve the consent agenda consisting of:
  - Approval of minutes of regular meeting on September 8, 2014 and work study session on September 22, 2014;
  - 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 field trip requests (corrected document provided);
  - Passage of resolution to approve personnel issues to include:
    - **Resignations/Termination – Classified Staff**  
Jennifer Mader – Health Assistant, Birch Lake Elementary  
Employed by District 624 since 09/04/2012  
Effective Date: 10/13/2014  
Mary Terry – Bus Driver, Bus Garage  
Employed by District 624 since 03/17/2014  
Effective Date: 06/05/2014  
Dana Turner – Bus Driver, Bus Garage  
Employed by District 624 since 08/27/2014  
Effective Date: 09/26/2014
    - **Resignations/Termination - Certified Staff**  
Janice Montgomery – 2nd Grade Teacher, Birch Lake Elementary  
Employed by District 624 since 01/16/1998  
Effective Date: 08/15/2014
    - **Retirement - Certified Staff**  
Joanne Anderson – Learning Skills Teacher, Vadnais Heights Elementary, Employed by District 624 since 08/26/1991  
Effective Date: 11/02/2014 (Revised date)

- **Full – Time Leave Request – Certified Staff**  
Nate Hunstiger – Language Arts Teacher, High School-South Campus  
 Employed by District since 08/21/2008  
 Effective Date: November 4, 2014 through June 8, 2015 (revised dates)  
Anne Kronebusch – 4th Grade Teacher, Oneka Elementary  
 Employed by District since 08/26/2010  
 Effective Date: August 25, 2014 through November 14, 2014
- **Four Year Extended Leave Request – Certified Staff**  
Lora Zwonitzer – 5th Grade Teacher, Otter Lake Elementary Employed  
 by District since 08/21/198  
 Effective Date: 2014-2015 School Year through 2017-2018 School Year
- **Change In Continuing Contract – Certified Staff**  
Wendy Fitzsimmons – ECSE Teacher, Normandy Park  
 From .35 f.t.e. to .46 f.t.e.  
 Effective Date: 2014–2015 School Year
- **Extra Assignment – Certified Staff**  
Julee Ellefson – .05 Social Studies Teacher, Golfview ALC  
 BA, Step 6 \$2,188.89  
 Effective Date: 2014 – 2015 School Year
- **New Personnel – Classified Staff**  
Craig Aichele – Bus Driver, Bus Garag  
 \$17.16 / hr., 5.5 hrs. / 173 days \$16,134.69  
 Effective Date: 08/27/2014  
Jenna Battaglia – Administrative Assistant-Registrar/Records, Central  
 Middle School  
 \$16.79 / hr., 8.0 hrs. / 169 days \$22,700.08 (Pro-rated on \$26,192.40)  
 Effective Date: 09/17/2014  
Michael Cherrier – Bus Driver, Bus Garage  
 \$17.16 / hr., 5.5 hrs. / 173 days \$16,220.49  
 Effective Date: 08/27/2014  
Robert Cordell – Bus Driver, Bus Garage  
 \$17.16 / hr., 5.5 hrs. / 173 days \$16,173.30  
 Effective Date: 08/27/2014  
Jocelyn Crossfield – Part Time Cook, Central Middle School  
 \$13.94 / hr., 3.5 hrs. / 168 days \$8,196.72  
 Effective Date: 09/18/2014  
Nicholas Grudem – Pupil Support Assistant, Lakeaires Elementary,  
 \$16.65 / hr., 6.0 hrs. / 162 days \$16,183.80  
 Effective Date: 09/25/2014  
Denae Krause – Program Assistant Leader, Matoska International  
 \$13.96 / hr., 2.5 hrs. / 212 days and 2.25 hrs. 172 days \$12,801.32  
 Effective Date: 09/01/2014  
Molly Lund – Program Assistant Leader, Otter Lake Elementary  
 \$12.92 / hr., 2.5 hrs. / 207 days \$6,686.10  
 Effective Date: 09/08/2014

Katie Maslowski – Program Assistant Leader, Matoska International,  
\$13.44 / hr., 3.25 hrs. / 212 days \$9,260.16

Effective Date: 09/01/2014

Stephen Nelson – Program Assistant Leader, Oneka Elementary \$13.44 /  
hr., 3.0 hrs. / 190 days \$7,660.80

Effective Date: 10/01/2014

Elizabeth Olson – Program Assistant Leader, Willow Lane Elementary,  
\$13.44 / hr., 3.0 hrs. / 212 days \$8,547.84

Effective Date: 09/01/2014

Tara Pankratz – Program Assistant Leader, Willow Lane Elementary,  
\$12.92 / hr., 2.5 hrs. / 209 days \$6,750.70

Effective Date: 09/04/2014

Joanne Rogney – Program Assistant Leader, Oneka Elementary  
\$12.92 / hr., 5.25 hrs. / 212 days \$14,379.968

Effective Date: 09/01/2014

Mai Teng Thao – Program Assistant Leader, Birch Lake Elementary  
\$12.92 / hr., 5.5 hrs. / 190 days \$13,501.40

Effective Date: 10/01/2014

Dana Turner – Bus Driver, Bus Garage

\$17.16 / hr., 5.75 hrs. / 173 days \$16,915.47

Effective Date: 08/27/2014

Russell Updyke – Assistant Head Engineer “A” Bldg, Sunrise Park  
Middle, \$20.36 / hr., + .25 SD, 8.0 hrs. / 202 days \$33,305.76

Effective Date: 09/22/2014

Xue Xiong – Administrative Assistant-Building Assistant, District  
Center-Community Services

\$16.29 / hr., 5.0 hrs. / 113 days \$9,203.85 (Pro-rated on

\$12,054.60)Effective Date: 10/20/2014

➤ **New Personnel – Certified Staff**

RACHEL KOFFSKI – .2 Speech & Language Pathologist, Otter Lake  
Elementary

MA+30, Step 13 \$14,373.92

Effective Date: September 17, 2014

Erica Lemke – Preschool Teacher, Normandy Park

\$23,085.00

Effective Date: September 29, 2014

Laurie Simonson – Kindergarten & 1st Grade Teacher, Birch Lake  
Elementary

MA, Step 5 \$44,625.62

Effective Date: September 22, 2014

➤ **New Long Term Substitute – Certified Staff**

Julie Fulton – .5 Special Education Teacher, High School-North  
Campus

MA, Step 3 \$4,470.38 (Pro-rated on \$46,253.00)

Effective Date: September 10, 2014 through October 31, 2014

Mary Johnson – .5 2nd Grade Teacher, Otter Lake Elementary  
BA, Step 6 \$20,491.75 (Pro-rated on \$45,175.00)  
Effective Date: September 18, 2014 through June 8, 2015

***Roll call vote: ayes: Chapman, Hiniker, Kimball, Mullin, Newberg, Storey, Swanson.  
Nays: none. Motion carried.***

- B. PUBLIC FORUM** – Keith Niemi, SEIU representative, spoke with regard to contract negotiations and update on mediation with the district’s paraprofessionals group. Also in attendance were a number of the district’s paraprofessionals. Neimi invited the superintendent and school board members to the next mediation session.

**C. INFORMATION ITEMS**

1. Update on District Finances: Preliminary Tax Levy – Dr. Wayne Kazmierczak Director of Finance and Operations, provided an update to the board regarding the proposed 2015 property tax levy. The district portion of the proposed property tax levy has decreased by 0.6% compared to the previous year’s levy. The school board will adopt the final levy at the December 8, 2014 board meeting.

In August 2014, Standard & Poors (S&P) Rating services affirmed the district’s AA bond rating in association with the issuance of general obligation alternative facilities bonds. The district’s strong credit rating reflects S&P’s opinion in the following areas: 1) Very strong income level and extremely strong market value per capita, 2) Projection of increased enrollment, 3) Very strong general fund reserves, and 4) Low overall debt burden as a percentage of market value.

2. Superintendent’s Report – Dr. Lovett reported on the following: Before tonight’s meeting, the board recognized the 104 students who qualified as AP Scholars and National Merit Scholarship recipients.

October is National Bullying Prevention Month, Dyslexia Awareness Month and National Principals Month. Earlier this month was National Custodial Worker Day.

Lovett also reported on the successful and festive events of Homecoming week, including a mention of the nearly 300 participants who ran in the Bear Power Homecoming Celebration run.

Reminder of Emergency School Closing Notifications – Information available through SchoolMessenger phone message and email, district website and district’s Facebook and Twitter pages.

Student School Board Representative, Estephany Crispin, reported on the following: The annual district-wide food drive is scheduled for October 27 – November 1. Activities will include with the traditional “Trick-or-Can” event on Halloween night, as well as themed collection days all week for

various types of food and personal hygiene supplies needed by the White Bear Lake Area Food Shelf.

#### **D. DISCUSSION ITEMS**

1. Presentation on World's Best Workforce – Assistant Superintendent Sara Paul, led the discussion on the requirements under the new World's Best Workforce legislation. Paul explained the alignment of the academic benchmarks required in the World's Best Workforce legislation to the district's strategic plan, articulating strategic objectives for 2014-15. The preliminary presentation was provided to the board at the September work study session. The legislation and plan highlight college and career readiness. Complete details of the presentation are included in the board packet, which is on the district's website.
2. Annual Review of School Board Policies
  - a) Policy 406, Public and Private Personnel Data
  - b) Policy 410, Family and Medical Leave Policy
  - c) Policy 413, Harassment and Violence
  - d) Policy 415, Mandated Reporting of Maltreatment of Vulnerable Adult

Chair Newberg noted that the district policies listed above are before the school board for annual review, and that there are no MSBA or cabinet requested changes to these policies.

#### **E. OPERATIONAL ITEMS**

1. Swanson motioned and Hiniker seconded to approve the following school board policies as recommended by the Policy Committee and administration:
  - a) Policy 407, Employee Right to Know – Exposure to Hazardous Substance
  - b) Policy 514 – Bullying Prohibition Policy
  - c) Policy 902 – Use of District Facilities and Equipment

***Voice vote: all ayes. Motion carried.***

**F. BOARD FORUM** – Swanson thanked the ALC staff and students, as well as the community, for their support of the successful ALC fundraiser that took place in September. Kimball recognized Chris Picha, Director of Human Resources, for her service to the school district and wished her well in her departure.

**G. ADJOURNMENT** – Hiniker motioned and Newberg seconded to adjourn the meeting at 7:55 p.m.

Submitted by: Lori Swanson, Clerk

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

A work-study session of the White Bear Lake Area School Board was held on Monday, October 27, 2014, at 5:00 p.m. in the Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

**A. PROCEDURAL ITEMS**

1. Call to Order – Chair Newberg called the meeting to order at 5:32 p.m.
2. Roll Call – Present: Chapman, Hiniker, Kimball, Mullin, Newberg, Storey, Swanson

Ex-Officio: Michael J. Lovett, Superintendent of Schools

Cabinet: Sara Paul, Wayne Kazmierczak, Kristine Wehrkamp, Kathleen Daniels, Mark Garrison, Chris Picha, Marisa Vette

**B. DISCUSSION ITEMS**

1. School Board/Superintendent Goals
  - a. Goal 5b: Recommendation for Gifted and Talented School Within a School

Jo Tate, Gifted and Talented Coordinator, and Jarrod Leder, parent and School-Within-A-School Advisory Group member, presented updated information on the group's work since last update in August. The committee studying the school-within-a-school for the exceptionally gifted addressed location of program within the district (preference of centrally-located site and near a middle school, such as Lincoln or Birch), entrance criteria, curriculum planning, professional development, communication about the program, anticipated financial need for instructional support, transportation options, and name of program. Administration expects to make a final recommendation to the school board at the November 10 meeting.

- b. Goal II.6: Presentation on I.B. Authorization Visits

John Leininger, principal at Matoska International World School, and Kirsten Duoos, Matoska IB coordinator, presented an update on the evaluation visit of last fall for Matoska, including programmatic and student success outcomes since becoming an IB school. Matoska has been recognized as one of the top 15 PBIS schools in the state, and was in the top 20 percent of elementary schools in the state for academic achievement. The presentation also included recommendations by the IB evaluators for programmatic improvement.

Jill Pearson, middle school IB coordinator, Dr. Noel Schmidt and Dr. Robert McDowell, Central and Sunrise Park Middle School principals, respectively, presented an update on progress for the middle schools as they approach IB authorization. The presentation included information on rising student performance measures since becoming IB candidate schools, collaboration across content areas, emphasis on both local and global contexts, and upcoming IB authorization visits in November. With regard to academic achievement, our middle schools are 10 percentage points or more above state average in reading, math and science, and listed in the top 20-30 percent for the last two years during the IB candidacy timeframe.

c. Goal 5d: Overview of Early Childhood/Preschool Program Review

Nancy Melquist, Early Childhood Supervisor, and Danielle Mickelson, Early Childhood Special Education Program Supervisor, led a discussion as to the district's preschool and early childhood program review. The review will include assessment of the needs of our preschool children and families, assessment of current programming, including space and facilities, recommendation to establish kindergarten readiness definition for the district, identification of programming components, and assessment of community partnership potential and needs. Outcomes of the program review are expected to be available in June 2015.

d. Goal III.11: Overview of Secondary Facilities and Program Review

Dr. Wayne Kazmierczak, Director of Finance and Operations, led a brief discussion pertaining to the secondary facilities and program review. Dr. Kazmierczak provided information to the school board on project objectives and description addressing future secondary facility investments and improvements. Phase I of the review will be completed by February 2015.

2. Preliminary Review of Secondary Course Program Proposals for 2015-16

Lisa Switzer, Curriculum and Program Development Coordinator, Tim Wald, South Campus principal, Don Bosch, North Campus principal, and Gretchen Harriman, Area Learning Center principal, led a discussion on the proposed changes and programming for 2015-16, as well as a one-year analysis of the changes approved last year. Administration expects to make a final recommendation as to 2015-16 to the school board at the November 10 meeting.

3. Preliminary Review of Annual Report

Marisa Vette, Director of Communications and Community Relations, presented preliminary information on the 2013-14 Annual Report to the Community. The district will mail the completed report to all district residents later this fall.

C. **ADJOURNMENT** – Hiniker motioned, and Newberg seconded to adjourn the work-study session at 7:48 p.m. Voice vote: All ayes. Motion carried.

4. Negotiation Study Session – a closed session of the school board was convened at 7:55 p.m. in Room 201 at District Center to consider strategy for labor negotiations with the district’s paraprofessionals, pursuant to Minnesota Statutes 179.A.01 to 179.A.25. Board members present: Chapman, Hiniker, Kimball, Mullin, Newberg, Storey, Swanson. Administration present: Lovett, Kazmierczak, Picha, Daniels, Marv Swanson.

D. **ADJOURNMENT** – Hiniker motioned, and Newberg seconded to adjourn the closed session at 8:15 p.m. Voice vote: All ayes. Motion carried.

Submitted by: Lori Swanson, Clerk



AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **November 10, 2014**

SUGGESTED DISPOSITION: **Consent Agenda**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance**  
**and Operations**  
**Mary Vaske, Accountant**

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**Background:**

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

**Recommendation:**

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

## White Bear Lake Area Schools Electronic Transfers - October

	10/13/2014	10/15/2014	10/31/2014
State of MN - Unemployment Insurance	21,018.85		
Direct Deposit 394374-395742		1,599,157.80	
U.S. Treasury (FICA, Medicare, withholding)		616,001.82	
MN State Income Tax		99,342.32	
PERA		93,861.05	
TRA		292,138.40	
ING		4,819.31	
American Funds		74,136.31	
White Bear Lake Teacher's Association		36,552.94	
State of MN Levies		182.22	
Direct Deposit 395743-397108			1,612,759.76
U.S. Treasury (FICA, Medicare, withholding)			624,959.09
MN State Income Tax			100,739.67
PERA			92,336.36
TRA			296,482.44
ING			4,819.31
American Funds			74,077.99
White Bear Lake Teacher's Association			36,659.29
State of MN Levies			308.05
Extended Day Dues			461.40

Check Nbr	Vendor Name	Check Date	Check Amount
56374	SUM	10/01/2014	700.00
56375	TRAVEL LEADERS	10/01/2014	2,950.00
2	Computer	Check(s) For a Total of	3,650.00

	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
	2	Computer	Checks For a Total of	3,650.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	3,650.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	3,650.00

Check Nbr	Vendor Name	Check Date	Check Amount
56376	ACP DIRECT	10/03/2014	391.64
56377	AMAZON	10/03/2014	1,743.12
56378	ASSOC FOR MIDDLE LEVEL EDUC	10/03/2014	49.99
56379	AT & T MOBILITY	10/03/2014	881.56
56380	BEST BUY BUSINESS ADVANTAGE AC	10/03/2014	1,727.98
56381	BUSINESS IMPACT GROUP	10/03/2014	113.43
56382	COMPASS MINERALS	10/03/2014	1,490.16
56383	COPY IMAGES INC	10/03/2014	2,888.00
56384	GARMIN	10/03/2014	82.58
56385	HOME DEPOT CREDIT SERVICES	10/03/2014	363.31
56386	MN ASSOC OF ADMIN OF STATE &	10/03/2014	175.00
56387	MANPOWER	10/03/2014	576.00
56388	MEDIATEMPLE	10/03/2014	1,275.00
56389	Vendor Continued Check	10/03/2014	0.00
56390	METRO SOUND AND LIGHTING	10/03/2014	8,748.32
56391	MN COACHES INC	10/03/2014	4,606.00
56392	NCPERS MINNESOTA	10/03/2014	256.00
56393	NORCENTRONIX DISTRIBUTING	10/03/2014	78.00
56394	PCS REVENUE CONTROL SYSTEMS IN	10/03/2014	161.95
56395	PITNEY BOWES INC	10/03/2014	70.54
56396	PITNEY BOWES	10/03/2014	280.50
56397	RATWIK ROSZAK & MALONEY PA	10/03/2014	235.24
56398	RICOH AMERICAS CORP	10/03/2014	450.96
56399	STAR TRIBUNE	10/03/2014	98.50
56400	SUNTEX INTL INC	10/03/2014	700.00
56401	TRADE PRESS INC	10/03/2014	4,299.14
56402	T.R.F. SUPPLY CO	10/03/2014	285.50
56403	U.S. ENERGY SERVICES INC	10/03/2014	3,295.07
56404	US FOODS CULINARY EQUIP & SUPP	10/03/2014	889.56
56405	VERIZON WIRELESS	10/03/2014	35.10
30	Computer	Check(s) For a Total of	36,248.15

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	30	Computer	Checks For a Total of	36,248.15
Total For	30	Manual, Wire Tran, ACH & Computer	Checks	36,248.15
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	36,248.15

Check Nbr	Vendor Name	Check Date	Check Amount
56406	AIG	10/09/2014	5,933.75
56407	AMAZON	10/09/2014	1,812.99
56408	AMERICAN UNITED LIFE	10/09/2014	58,528.01
56409	AMERIPRISE FINANCIAL SERVICES	10/09/2014	14,322.66
56410	APPLE COMPUTER INC	10/09/2014	7,684.00
56411	AXA EQUITABLE	10/09/2014	36,316.68
56412	CARLSON WAGONLIT TRAVEL	10/09/2014	2,000.00
56413	CLIMB THEATRE	10/09/2014	673.00
56414	COMCAST	10/09/2014	43.90
56415	EDUCATION MN ESI BILLING TRUST	10/09/2014	24,840.27
56416	GREAT LAKES HIGHER EDUC GUARAN	10/09/2014	364.11
56417	GURSTEL CHARGO ATTORNEYS AT LA	10/09/2014	330.00
56418	Vendor Continued Check	10/09/2014	0.00
56419	INNOVATIVE OFFICE SOLUTIONS	10/09/2014	16,644.61
56420	INTERNAL REVENUE SERVICE	10/09/2014	516.89
56421	IUOE LOCAL 70	10/09/2014	2,121.67
56422	MESSERLI & KRAMER PA	10/09/2014	471.00
56423	METROPOLITAN LIFE	10/09/2014	2,941.41
56424	MN CHILD SUPPORT	10/09/2014	2,100.10
56425	MN DEPT OF LABOR & INDUSTRY	10/09/2014	100.00
56426	MUSKE, RICHARD L	10/09/2014	50.00
56427	RAUSCH, STURM, ISRAEL,	10/09/2014	219.00
56428	SAM'S CLUB/GEMB	10/09/2014	1,343.74
56429	SCHOOL SERVICE EMPLOYEES	10/09/2014	5,744.30
56430	SUPERIOR AUTOMOTIVE	10/09/2014	180.00
56431	TARGET CENTER	10/09/2014	294.00
56432	TIES	10/09/2014	322,131.09
56433	TWIN CITY ABC SEAMLESS	10/09/2014	500.00
56434	US DEPT OF EDUCATION	10/09/2014	456.14
56435	VANGUARD SMALL BUSINESS SERVIC	10/09/2014	25,858.65
56436	XCEL ENERGY	10/09/2014	41,438.34
31	Computer	Check(s) For a Total of	575,960.31

	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
	31	Computer	Checks For a Total of	575,960.31
Total For	31	Manual, Wire Tran, ACH & Computer	Checks	575,960.31
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	575,960.31



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141500321	AMON, LYNN M	10/14/2014	47.04		
141500322	AMUNDSON-MUSICH, HEATHER A	10/14/2014	35.00		
141500323	ANDERSON, JEANNE M	10/14/2014	58.18		
141500324	ANDERSON, ROBERT J	10/14/2014	185.00		
141500325	ANDREWS, PORTIA L	10/14/2014	35.00		
141500326	BARKVE, KELLY B	10/14/2014	80.64		
141500327	BARTH, CARRIE M	10/14/2014	119.92		
141500328	BERNIER, CARYN S	10/14/2014	35.00		
141500329	BERTELSEN, CHERYL M	10/14/2014	25.55		
141500330	BRADLEY, LYDIA	10/14/2014	44.62		
141500331	BRIGGS, JANE L	10/14/2014	39.00		
141500332	CASE, ABIGAIL H	10/14/2014	69.00		
141500333	CHAKOLIS, RICHARD A	10/14/2014	136.40		
141500334	DAHLEM, TERESA	10/14/2014	95.00		
141500335	DANIELS, KATHLEEN S	10/14/2014	136.98		
141500336	DARGAY, ANGELA D	10/14/2014	32.26		
141500337	DERBY, SARA A	10/14/2014	119.32		
141500338	DUSTIN, JOSEPH J	10/14/2014	202.98		
141500339	DYMIT, MARIE S	10/14/2014	105.84		
141500340	EDBERG, REBECCA J	10/14/2014	65.00		
141500341	ENGSTRAN, PAUL A	10/14/2014	40.00		
141500342	FINK, AVIS A	10/14/2014	418.36		
141500343	GAMBONI, RICHARD A	10/14/2014	150.00		
141500344	GARCIA ANDERSON, ODELIS M	10/14/2014	137.14		
141500345	GEDNALSKE, KIRK M	10/14/2014	160.71		
141500346	GORIS, PAMELA L	10/14/2014	117.15		
141500347	GRADY, LORI J	10/14/2014	123.20		
141500348	GROPPOLI, KADI L	10/14/2014	145.64		
141500349	HAWKINSON, STEVEN A	10/14/2014	25.94		
141500350	HEALY, JASON CHARLES	10/14/2014	1,674.16		
141500351	HEBAUS, JANIS M	10/14/2014	25.00		
141500352	HECKMANN, HEATHER A	10/14/2014	207.38		
141500353	HERMANN, TIMOTHY J	10/14/2014	383.60		
141500354	HIGGINS, SHEILA J	10/14/2014	47.46		
141500355	HOERNEMANN, WENDY S	10/14/2014	214.30		
141500356	HOFMEISTER, KRISTEN M	10/14/2014	237.56		
141500357	HOSMER, JESSICA ANN	10/14/2014	45.75		
141500358	HOUSE, MARILYN J	10/14/2014	287.10		
141500359	HUNZIKER, LAURA B	10/14/2014	42.89		
141500360	JOHNSON, JEANNE K	10/14/2014	35.49		
141500361	JOHNSON, KIRK W	10/14/2014	257.12		
141500362	JOHNSON, MARY E	10/14/2014	241.78		
141500363	KATZ, HEATHER J	10/14/2014	31.36		
141500364	KAZMIERCZAK, WAYNE A	10/14/2014	228.52		
141500365	KEESE, MATTHEW D	10/14/2014	245.83		
141500366	KELZER, LYND SAY L	10/14/2014	103.47		
141500367	KLIER, BECKY L	10/14/2014	19.83		
141500368	KNUTSON, CASSANDRA M	10/14/2014	30.46		
141500369	KOPP, COLLEEN M	10/14/2014	48.50		

3apckp07.p	WHITE BEAR LAKE MN	ISD #624	2:04 PM	10/14/14	
05.14.06.00.00-010020	Check Summary			PAGE:	2
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141500370	KOTILINEK, FAY P	10/14/2014	41.16		
141500371	LAFRINIER, JENNIFER A	10/14/2014	78.12		
141500372	LAMWERS, LINDSAY M	10/14/2014	84.50		
141500373	LORENZ, JODI M	10/14/2014	97.93		
141500374	LOVETT, MICHAEL J	10/14/2014	245.80		
141500375	MALWITZ, REBECCA ANN	10/14/2014	398.09		
141500376	MANN, KATHERINE L	10/14/2014	158.97		
141500377	MCDOWELL, ROBERT C	10/14/2014	94.94		
141500378	MELQUIST, NANCY J	10/14/2014	198.46		
141500379	MEUWISSEN, PAUL WILLIAM	10/14/2014	113.28		
141500380	MILLER, KATHERINE ANN	10/14/2014	56.06		
141500381	MISGEN, MARK A	10/14/2014	26.98		
141500382	MUELLER, JUDITH K	10/14/2014	113.55		
141500383	MURPHY, MARY W	10/14/2014	180.00		
141500384	MURPHY, MOLLY C	10/14/2014	53.64		
141500385	MUSTAR, ELISABETH J	10/14/2014	178.00		
141500386	NASVIK, CRAIG S	10/14/2014	164.86		
141500387	NELSON, ANGELA A	10/14/2014	217.84		
141500388	NEWELL, MARGARET MARY	10/14/2014	43.01		
141500389	NORTON, EMILY L	10/14/2014	141.51		
141500390	OLMSTEAD, DIANE M	10/14/2014	51.00		
141500391	OUREN, LISA M	10/14/2014	195.00		
141500392	PERRON, PAULA H	10/14/2014	27.61		
141500393	PETERSON, ALISON R	10/14/2014	147.66		
141500394	PIERRE, CHRISTINA K	10/14/2014	75.84		
141500395	PLANA, CHRISTINE M	10/14/2014	25.00		
141500396	PLASTER, MARK ANTHONY	10/14/2014	262.08		
141500397	POKORNY, MARY J	10/14/2014	91.28		
141500398	PUODZIUNAS, DIANE M	10/14/2014	195.86		
141500399	RATLIFF, GERALD	10/14/2014	58.24		
141500400	REEVES, BROOKE E	10/14/2014	75.00		
141500401	RICHARDSON, SUSAN	10/14/2014	195.00		
141500402	RIEBOW, MATTHEW R	10/14/2014	44.24		
141500403	ROBERTS, NIKOLE K	10/14/2014	85.12		
141500404	ROESER, DANIEL WILLIAM	10/14/2014	239.16		
141500405	ROSSITER, DANIEL J	10/14/2014	736.00		
141500406	RUDDY, JACQUELINE M	10/14/2014	81.00		
141500407	RYAN, DENISE M	10/14/2014	175.84		
141500408	SAGDALEN, NATALIE R	10/14/2014	79.99		
141500409	SAMPOANG, DESSERAY R	10/14/2014	91.90		
141500410	SCHMIDT, DEBRA SUE	10/14/2014	21.96		
141500411	SCHMID, NICOLE R	10/14/2014	90.72		
141500412	SCHOCHENMAIER, TIMOTHY R	10/14/2014	254.83		
141500413	SICARD, HEIDI M	10/14/2014	35.00		
141500414	SIMSHAUSER, KIMBERLY P	10/14/2014	316.12		
141500415	SKOGEN, MATTHEW K	10/14/2014	799.98		
141500416	SMUNK, MARY M	10/14/2014	180.00		
141500417	SOKOLOWSKI, KELLY S	10/14/2014	89.00		
141500418	STIRLING, CONNIE B	10/14/2014	55.44		
141500419	STUCYNSKI, JILL L	10/14/2014	71.35		

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141500420	SULLIVAN, JENNIFER S	10/14/2014	74.98
141500421	SUOJA, WENDY T	10/14/2014	1,091.01
141500422	SWENSON, CYNTHIA L	10/14/2014	313.97
141500423	SWENSON, EVELYN J	10/14/2014	396.38
141500424	THAYER-MARMITT, CHRISTINA E	10/14/2014	195.00
141500425	THOMAS, LINDSEY J	10/14/2014	24.00
141500426	TOUSSAINT, JANEL PHYLLIS	10/14/2014	47.02
141500427	TROSKE, CARRIE L	10/14/2014	73.92
141500428	VASKE, MARY M	10/14/2014	754.54
141500429	VERNON, AMANDA M	10/14/2014	44.87
141500430	WAHLSTRAND, HEATHER L	10/14/2014	135.00
141500431	WEHRKAMP, KRISTINE J	10/14/2014	404.73
141500432	YANG, MOUA	10/14/2014	20.16
113	ACH	Check(s) For a Total of	18,594.92

Check Summary

ACH

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Total For	113	Manual, Wire Tran, ACH & Computer	Checks	18,594.92
Less	0	Voided	Checks For a Total of	0.00
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56437	\$5 PIZZA	10/16/2014	50.00
56438	AARP DRIVER SAFETY PROGRAM	10/16/2014	215.00
56439	AARP DRIVER SAFETY PROGRAM	10/16/2014	555.00
56440	AARP DRIVER SAFETY PROGRAM	10/16/2014	925.00
56441	ABBOTT PAINT & CARPET INC	10/16/2014	99.58
56442	ACME TOOLS	10/16/2014	796.67
56443	ACP DIRECT	10/16/2014	575.35
56444	ADLER, GREGG	10/16/2014	300.00
56445	AFFOLTER, CINDY LOUISE	10/16/2014	100.00
56446	AGROPUR INC	10/16/2014	24,036.95
56447	ALBRECHT, GARY	10/16/2014	66.00
56448	AMERICAN MESSAGING	10/16/2014	98.67
56449	AMERICAN PRINTING HOUSE FOR TH	10/16/2014	19.00
56450	AMERIPRIDE SERVICES	10/16/2014	706.68
56451	ASSOC OF METROPOLITAN SCHOOL D	10/16/2014	30.00
56452	ANCHOR PAPER CO	10/16/2014	182.00
56453	ANDERSON, ANTHONY J	10/16/2014	63.00
56454	ANDERSON, DARLENE	10/16/2014	530.00
56455	ANDERSON'S	10/16/2014	146.15
56456	ANTHEM SPORTS LLC	10/16/2014	160.44
56457	APPLIED ENVIRONMENTAL SCI INC	10/16/2014	14,030.20
56458	AUDUBON CENTER OF THE NORTH WO	10/16/2014	6,890.18
56459	AUTO TECH SPECIALISTS INC	10/16/2014	426.10
56460	THE BAKKEN MUSEUM	10/16/2014	638.00
56461	BALDWIN COOKE	10/16/2014	460.85
56462	BARNES & NOBLE	10/16/2014	95.80
56463	BARNETT WB CHRYSLER JEEP DODGE	10/16/2014	100.00
56464	BARTHOLD	10/16/2014	2,114.31
56465	BENCHMARK EDUCATION COMPANY	10/16/2014	2,964.50
56466	BERRY BLENDZ - EDEN PRAIRIE	10/16/2014	1,035.00
56467	BEST BUY BUSINESS ADVANTAGE AC	10/16/2014	491.15
56468	BILL WEIGEL SIGNS	10/16/2014	570.00
56469	BINSFIELD, JEANNE OR NEAL	10/16/2014	107.50
56470	BIO-RAD LABORATORIES	10/16/2014	241.00
56471	BLANK SHIRTS	10/16/2014	71.14
56472	BLB CONSULTING LLC	10/16/2014	1,620.00
56473	BLICK ART MATERIALS	10/16/2014	748.36
56474	BLUEBIRD SCREEN PRINT	10/16/2014	373.00
56475	BOHMBACH, JOHN	10/16/2014	84.00
56476	BOMMARITO, JOSEPH A	10/16/2014	64.00
56477	BOMMARITO, MICHAEL	10/16/2014	64.00
56478	BOOKS ARE FUN	10/16/2014	36.00
56479	BOUGIE, MICHAEL	10/16/2014	66.00
56480	BRAATEN, HAROLD A	10/16/2014	136.00
56481	BRAKE & EQUIPMENT WAREHOUSE, I	10/16/2014	43.98
56482	BREEMS, EDWARD	10/16/2014	27.40
56483	BREMER BANK	10/16/2014	1,010.42
56484	BROCKWAY, TOM	10/16/2014	57.00
56485	BROMME, DEREK	10/16/2014	125.00
56486	THE BUG COMPANY	10/16/2014	16.00

Check Nbr	Vendor Name	Check Date	Check Amount
56487	BUILDING RESTORATION CORPORATI	10/16/2014	30,540.00
56488	BUREAU OF EDUCATION & RESEARCH	10/16/2014	468.00
56489	CAMBIUM LEARNING INC	10/16/2014	2,135.10
56490	CAMP ST CROIX	10/16/2014	972.00
56491	CANAKES, STEVE	10/16/2014	84.00
56492	CARLSON, NICOLE	10/16/2014	40.15
56493	CAROLINA BIOLOGICAL SUPPLY	10/16/2014	111.17
56494	CARTRIDGES DIRECT	10/16/2014	277.97
56495	CASEY, MICHAEL	10/16/2014	84.00
56496	Vendor Continued Check	10/16/2014	0.00
56497	CDW GOVERNMENT INC	10/16/2014	8,200.34
56498	CENGAGE LEARNING	10/16/2014	468.33
56499	CHEER MUSIC ADDICTION LLC	10/16/2014	700.00
56500	CHILDREN'S HEALTH MARKET INC	10/16/2014	942.70
56501	CHILDRENS MCNEELY DIABETES CTR	10/16/2014	40.00
56502	COBORNS DELIVERS	10/16/2014	350.31
56503	COMCAST	10/16/2014	10.44
56504	COMCAST	10/16/2014	5.27
56505	CONNEY SAFETY	10/16/2014	191.78
56506	CONNORS, KALLEY	10/16/2014	25.00
56507	CONTINENTAL CLAY CO	10/16/2014	1,000.95
56508	CONTINENTAL RESEARCH CORP	10/16/2014	32.54
56509	COOPS SPORTSWEAR	10/16/2014	560.00
56510	Vendor Continued Check	10/16/2014	0.00
56511	COPY IMAGES INC	10/16/2014	14,698.81
56512	COPY IMAGES INC	10/16/2014	1,097.94
56513	COPY SERVICE CORP	10/16/2014	120.00
56514	COSTELLO, SUE	10/16/2014	25.00
56515	COUNTRY VIDEO BARN	10/16/2014	449.86
56516	COVERT, SALLY MARIE	10/16/2014	30.00
56517	CRAGG, RICHARD	10/16/2014	100.00
56518	CROSSTOWN MASONRY INC	10/16/2014	69,000.00
56519	CTB INC	10/16/2014	424.00
56520	CUB FOODS OF WHITE BEAR TWSHP	10/16/2014	446.13
56521	CUB FOODS STILLWATER	10/16/2014	67.04
56522	D ERVASTI SALES CO LLC	10/16/2014	214.10
56523	DAKOTA TRUCK UNDERWRITERS	10/16/2014	57,244.00
56524	Vendor Continued Check	10/16/2014	0.00
56525	Vendor Continued Check	10/16/2014	0.00
56526	Vendor Continued Check	10/16/2014	0.00
56527	Vendor Continued Check	10/16/2014	0.00
56528	Vendor Continued Check	10/16/2014	0.00
56529	DALCO CORPORATION	10/16/2014	27,130.42
56530	DARWIN, SANDRA	10/16/2014	1.80
56531	DEEP PORTAGE	10/16/2014	7,762.00
56532	DEGARDNER, RICK	10/16/2014	274.00
56533	DEJARLAIS, MARILYN	10/16/2014	36.97
56534	DELL MARKETING LP	10/16/2014	237.48
56535	DEMCO INC	10/16/2014	135.81
56536	DIAMOND VOGEL	10/16/2014	120.29

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56537	DIETZMAN, WILLIAM	10/16/2014	63.00
56538	DISCOUNT SCHOOL SUPPLY	10/16/2014	2,020.19
56539	DIVERSIFIED SNACK DISTRIBUTION	10/16/2014	8,892.87
56540	DOMINOS PIZZA	10/16/2014	955.93
56541	DONATELLI'S	10/16/2014	964.13
56542	DORNFELD, MATT	10/16/2014	63.00
56543	DOW, BRIAN	10/16/2014	252.00
56544	DYNAVIX SYSTEMS LLC	10/16/2014	85.00
56545	EASTVIEW HIGH SCHOOL	10/16/2014	45.00
56546	Vendor Continued Check	10/16/2014	0.00
56547	ECKROTH MUSIC	10/16/2014	3,813.87
56548	EDUC DESIGN LLC	10/16/2014	468.00
56549	EDUCATIONAL RESEARCH AND DEV	10/16/2014	50.00
56550	ELECTRO WATCHMAN INC	10/16/2014	628.50
56551	EMC PUBLISHING	10/16/2014	305.37
56552	ENTERTAINMENT	10/16/2014	840.00
56553	ENVIROBATE	10/16/2014	400.00
56554	EPS/SCHOOL SPEC LITERACY	10/16/2014	177.05
56555	F&N OPERATIONS LLC	10/16/2014	1,075.72
56556	FALVEY, KAY	10/16/2014	39.95
56557	FASTENAL COMPANY	10/16/2014	50.28
56558	FASTENATION INC	10/16/2014	149.50
56559	FEDEX	10/16/2014	15.17
56560	FESTIVAL FOODS-KNOWLAN'S	10/16/2014	696.62
56561	FIRST STUDENT INC	10/16/2014	26,091.89
56562	FITNESS DISTRIBUTING INC	10/16/2014	45.00
56563	FLAGSHIP RECREATION	10/16/2014	73.00
56564	FLEISCHHACKER, JACK	10/16/2014	42.48
56565	FOLLETT SCHOOL SOLUTIONS INC	10/16/2014	1,132.15
56566	FOY, DENNIS J	10/16/2014	120.00
56567	FRANZWA, BRIAN	10/16/2014	63.00
56568	FRATTALONES HARDWARE STORES	10/16/2014	1,289.21
56569	FREDERICKSON, MONICA MARIE	10/16/2014	24.85
56570	FREDRICK, TRACEY	10/16/2014	176.00
56571	FRISINGER, JEAN M	10/16/2014	12.00
56572	FRONTRUNNER EVENTS	10/16/2014	108.00
56573	G&K SERVICES	10/16/2014	964.41
56574	GALLAGHERS NORTHWESTERN TIRE C	10/16/2014	141.25
56575	GAMETIME PLAYCORE CO	10/16/2014	712.14
56576	GARVEY, PATRICIA	10/16/2014	15.30
56577	GEM LAKE HILLS LLC	10/16/2014	270.00
56578	GLOBAL EQUIPMENT COMPANY INC	10/16/2014	170.95
56579	GMS INDUSTRIAL SUPPLIES INC	10/16/2014	87.07
56580	GOLDCOM INC	10/16/2014	2,762.50
56581	GOPHER	10/16/2014	1,148.08
56582	GRAFFIC TRAFFIC LLC	10/16/2014	1,124.00
56583	Vendor Continued Check	10/16/2014	0.00
56584	GRAINGER	10/16/2014	761.85
56585	GRANDMA'S BAKERY INC	10/16/2014	68.41
56586	GREAT LAKES SPORTS	10/16/2014	113.38

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56589	Vendor Continued Check	10/16/2014	0.00
56590	GROTH MUSIC CO	10/16/2014	836.25
56591	GUTHRIE THEATER	10/16/2014	674.00
56592	GUTIERREZ, PETER	10/16/2014	63.00
56593	HALLBERG ENGINEERING INC	10/16/2014	3,951.73
56594	HANSON, DOUGLAS R	10/16/2014	47.00
56595	HANSON, GORDON	10/16/2014	187.00
56596	HARDGROVE, JOHN	10/16/2014	63.00
56597	HART, KATHERINE	10/16/2014	9.00
56598	HAZELDEN	10/16/2014	250.00
56599	HEALTHPARTNERS MEDICAL GROUP	10/16/2014	880.00
56600	HETZER KIMBERLY	10/16/2014	69.00
56601	HOFFBECK, DENNIS	10/16/2014	118.00
56602	Vendor Continued Check	10/16/2014	0.00
56603	Vendor Continued Check	10/16/2014	0.00
56604	HOGLUND BUS AND TRUCK CO	10/16/2014	2,444.98
56605	Vendor Continued Check	10/16/2014	0.00
56606	HOUGHTON MIFFLIN HARCOURT	10/16/2014	7,558.11
56607	HOULE, TOM	10/16/2014	63.00
56608	HOWARD, JOAN A	10/16/2014	25.50
56609	HUDSON, SCOTT	10/16/2014	66.00
56610	HUGO FEED MILL & HARDWARE	10/16/2014	9.55
56611	HUMANEX VENTURES	10/16/2014	6,120.00
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56613	Vendor Continued Check	10/16/2014	0.00
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56615	Vendor Continued Check	10/16/2014	0.00
56616	IFD	10/16/2014	125,436.91
56617	IMAGE BUILDERS	10/16/2014	4,069.21
56618	INDEPENDENT LIVING AIDS	10/16/2014	48.35
56619	INNOVATIVE OFFICE SOLUTIONS	10/16/2014	48,696.83
56620	INTEGRA TELECOM	10/16/2014	319.02
56621	INTERMEDIATE DISTRICT 287	10/16/2014	1,620.00
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56623	Vendor Continued Check	10/16/2014	0.00
56624	JAYTECH INC	10/16/2014	7,300.72
56625	JIMMY JOHNS #869	10/16/2014	144.30
56626	JOHN DEERE LANDSCAPES	10/16/2014	116.20
56627	JOHN HENRY FOSTER MINNESOTA	10/16/2014	819.78
56628	JOHNSON, MITCH	10/16/2014	47.00
56629	JOHNSON, PAT	10/16/2014	11.90
56630	JOSTENS INC	10/16/2014	3,951.00
56631	K12 TRANSPORTATION MGMT SERVIC	10/16/2014	24,744.22
56632	KARLSBURGER FOODS INC	10/16/2014	251.34
56633	KATH FUEL OIL SERVICE CO	10/16/2014	23,120.39
56634	KELVIN LP	10/16/2014	368.36
56635	KIDD, RAYMOND	10/16/2014	93.00
56636	KIRVIDA, KARISSA ANN	10/16/2014	5.99



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56637	KIVA MICROFUNDS	10/16/2014	600.00
56638	KLEIN, TIMOTHY	10/16/2014	62.00
56639	KNIGHT, MARTY C	10/16/2014	66.00
56640	KNOWBUDDY RESOURCES	10/16/2014	95.96
56641	KRAFT CONTRACTING & MECHANICAL	10/16/2014	10,313.17
56642	KULLY SUPPLY COMPANY	10/16/2014	466.89
56643	KUYPERS CONSULTING INC	10/16/2014	47.40
56644	KWAPICK, LINDA M	10/16/2014	30.00
56645	LAKE SHORE LEARNING MATERIALS	10/16/2014	598.50
56646	LAKEVIEW ELECTRICAL SERVICES	10/16/2014	250.00
56647	LANDS BEST FOODS	10/16/2014	9,927.50
56648	LARKIN, PETER J	10/16/2014	186.00
56649	LEAF, RONALD	10/16/2014	118.00
56650	LEARNING A-Z	10/16/2014	3,303.50
56651	LEFEBRE, NATE	10/16/2014	63.00
56652	LEFEVRE, SHIRLEY A	10/16/2014	19.50
56653	LENDTS PUMPKIN PATCH	10/16/2014	1,400.00
56654	LEUER, REBECCA	10/16/2014	83.00
56655	LHB INC	10/16/2014	9,969.68
56656	LIBERTY CLASSICAL ACADEMY	10/16/2014	1,976.26
56657	LIBRARY STORE INC	10/16/2014	149.52
56658	LOFFLER	10/16/2014	600.00
56659	LORENZ BUS SERVICE INC	10/16/2014	466.56
56660	LOVEGREEN RISK MANAGMENT LLC	10/16/2014	1,446.75
56661	LUNDQUIST DAVID A	10/16/2014	63.00
56662	MACKIN EDUCATIONAL RESOURCES	10/16/2014	162.00
56663	MN ASSOC OF GOVERNMENT COMMUNI	10/16/2014	160.00
56664	MAHER, MATTHEW	10/16/2014	50.00
56665	MAHMOOD, CRAIG ALBERT	10/16/2014	25.25
56666	MAILFINANCE INC	10/16/2014	445.71
56667	MANPOWER	10/16/2014	1,377.00
56668	MARIS LLC	10/16/2014	460.00
56669	MASA REGION 9	10/16/2014	75.00
56670	MN ASSOC SCHOOL PERSONNEL ADMI	10/16/2014	700.00
56671	MN ASSOC OF SECONDARY SCHOOL P	10/16/2014	2,544.00
56672	MCLAUGHLIN, LYNN M	10/16/2014	185.00
56673	MCNULTY, ROBIN	10/16/2014	83.00
56674	MENARDS-MAPLEWOOD	10/16/2014	233.88
56675	MERCED-HUGHES, SUSAN	10/16/2014	8.15
56676	MERLINO, RORY	10/16/2014	55.00
56677	MN ELEMENTARY SCH PRIN ASSOC	10/16/2014	7,122.00
56678	METRO COMMUNITY EDUC DIRECTORS	10/16/2014	100.00
56679	METRO ECSU	10/16/2014	85.00
56680	METRO SOUND AND LIGHTING	10/16/2014	3,490.00
56681	METROMEGET	10/16/2014	875.00
56682	MEYER, SHELLY	10/16/2014	40.00
56683	MHS	10/16/2014	224.40
56684	MID CITY SERVICES - INDUSTRIAL	10/16/2014	1,832.34
56685	MIDAMERICA ADMIN & RETIREMENT	10/16/2014	45,000.00
56686	MIDAMERICA ADMIN & RETIREMENT	10/16/2014	2,975.00

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56687	MIDWEST BUS PARTS INC	10/16/2014	1,044.15
56688	MIDWEST VOLLEYBALL WAREHOUSE	10/16/2014	1,380.94
56689	MIDWEST TECHNOLOGY PRODUCTS	10/16/2014	289.97
56690	MILLIGAN, THERESA J	10/16/2014	59.50
56691	MINNETESOL	10/16/2014	270.00
56692	MINVALCO INC	10/16/2014	1,066.99
56693	MN ALLIANCE WITH YOUTH	10/16/2014	6,900.00
56694	MN ASSOC OF HONOR SOCIETIES	10/16/2014	95.00
56695	MN ASSOC OF STUDENT COUNCILS	10/16/2014	125.00
56696	MN ASSOC OF IB WORLD SCHOOLS	10/16/2014	250.00
56697	MN CONWAY FIRE & SAFETY	10/16/2014	17,004.60
56698	MN DEPT OF HEALTH	10/16/2014	45.00
56699	MN DEPT OF LABOR & INDUSTRY	10/16/2014	200.00
56700	MN ELEVATOR INC	10/16/2014	290.77
56701	MN HISTORICAL SOCIETY	10/16/2014	280.00
56702	MN HISTORICAL SOCIETY	10/16/2014	25.00
56703	MN HISTORICAL SOCIETY	10/16/2014	690.00
56704	MN HISTORICAL SOCIETY	10/16/2014	780.00
56705	MN JEWISH THEATRE CO	10/16/2014	216.00
56706	MN JUNIOR HIGH SCHOOL	10/16/2014	75.00
56707	MN MOBILE TELEPHONE CO INC	10/16/2014	99.00
56708	MN PREMIER PUBLICATIONS	10/16/2014	1,416.00
56709	MN STATE FIRE MARSHALL DIV	10/16/2014	3,555.71
56710	MN SWORD PLAY	10/16/2014	300.00
56711	MOBILE RADIO ENGINEERING INC	10/16/2014	2,218.40
56712	MODEL ME KIDS LLC	10/16/2014	68.85
56713	MOORE, CYNTHIA A	10/16/2014	572.00
56714	MOORHEAD MACHINERY & BOILER CO	10/16/2014	6,668.05
56715	MOULTON, DAVID	10/16/2014	120.00
56716	MP NEXLEVEL LLC	10/16/2014	65.00
56717	MPS	10/16/2014	252.51
56718	MN REC & PARK ASSN (MRPA)	10/16/2014	235.00
56719	MN SCHOOL PSYCHOLOGISTS ASSOC	10/16/2014	35.00
56720	MUNCY, ANTHONY R	10/16/2014	7.60
56721	NARDINI FIRE EQUIPMENT CO INC	10/16/2014	2,776.65
56722	NATL GEOGRAPHY CHALLENGE	10/16/2014	80.00
56723	NATL GEOGRAPHIC BEE	10/16/2014	100.00
56724	NATL RECOGNITION PRODUCTS	10/16/2014	1,073.59
56725	NCS PEARSON INC	10/16/2014	2,297.30
56726	NEILITZ, DAVID	10/16/2014	84.00
56727	NELCO	10/16/2014	664.57
56728	NEOFUNDS BY NEOPOST	10/16/2014	1,000.00
56729	NESS ELECTRONICS INC	10/16/2014	109.74
56730	NETCHEMIA	10/16/2014	10,350.00
56731	NICE GUY TECH LLC	10/16/2014	324.80
56732	NOLAN, KEITH	10/16/2014	196.00
56733	NORCENTRONIX DISTRIBUTING	10/16/2014	840.00
56734	NORTH CENTRAL TRUCK EQUIPMENT	10/16/2014	1,572.04
56735	NORTH STAR BANK	10/16/2014	7,364.00
56736	Vendor Continued Check	10/16/2014	0.00

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56737	NORTHEAST METRO INTERMEDIATE D	10/16/2014	148,924.57
56738	NORTHERN DOOR COMPANY	10/16/2014	4,245.10
56739	NORTHLAND APPLIANCE SERVICE	10/16/2014	316.95
56740	NORTHWEST GRAPHIC SUPPLY CO	10/16/2014	492.79
56741	Vendor Continued Check	10/16/2014	0.00
56742	Vendor Continued Check	10/16/2014	0.00
56743	OFFICE DEPOT	10/16/2014	779.61
56744	Vendor Continued Check	10/16/2014	0.00
56745	ON SITE SANITATION INC	10/16/2014	809.42
56746	ORBELL, RAY	10/16/2014	204.00
56747	ORIENTAL TRADING CO INC	10/16/2014	37.49
56748	OTT TO PRINT GREEN	10/16/2014	138.00
56749	OXYGEN SERVICE CO INC	10/16/2014	23.40
56750	PAMS LUNCHROOM LLC	10/16/2014	7,944.12
56751	PARK SQUARE THEATRE	10/16/2014	504.00
56752	PARTS NOW ! LLC	10/16/2014	707.80
56753	PEREZ TONY	10/16/2014	83.00
56754	PETERSON BROS ROOFING & CONST	10/16/2014	967.73
56755	PILLSBURY, PAT	10/16/2014	18.70
56756	PINE TREE APPLE ORCHARD	10/16/2014	390.00
56757	PIONEER PRESS	10/16/2014	68.80
56758	POLAR CHEVROLET MAZDA	10/16/2014	815.63
56759	POSSEHL, KIRK K	10/16/2014	950.00
56760	POSTMASTER	10/16/2014	560.00
56761	PRAXAIR DISTRIBUTION INC	10/16/2014	128.90
56762	PREMIUM WATERS INC	10/16/2014	113.70
56763	PRESS PUBLICATIONS	10/16/2014	54.00
56764	PRESS PUBLICATIONS	10/16/2014	5,698.20
56765	PRINTING ENTERPRISES INC	10/16/2014	9,798.25
56766	PROMOTIONAL CONCEPTS	10/16/2014	100.00
56767	PROVENZANO, PAUL	10/16/2014	248.00
56768	PROF SERVICE INDUSTRIES	10/16/2014	564.00
56769	PUSH PEDAL PULL	10/16/2014	1,626.26
56770	QUISTAD, IDA	10/16/2014	14.44
56771	R & R SPECIALTIES INC	10/16/2014	1,252.00
56772	RANDY SHAVER CANCER RESEARCH	10/16/2014	683.34
56773	RAYMOND, JOHN	10/16/2014	63.00
56774	RCS	10/16/2014	148.38
56775	REANEY, MALANIE M	10/16/2014	27.50
56776	RED BALLOON BOOKSHOP	10/16/2014	1,247.02
56777	REDWOOD TOXICOLOGY LABORATORY	10/16/2014	85.75
56778	REID THOMAS C,JR	10/16/2014	84.00
56779	RENAISSANCE LEARNING INC	10/16/2014	1,375.00
56780	THE RETROFIT COMPANIES INC	10/16/2014	162.35
56781	REUBISH, JOHN	10/16/2014	30.00
56782	RICK, CHRIS	10/16/2014	126.00
56783	RINK-TEC INTERNATIONAL INC	10/16/2014	1,624.84
56784	RODRIQUES, WANDA	10/16/2014	15.00
56785	ROEMHILDT REEDS	10/16/2014	102.00
56786	ROETTGER, DORIS	10/16/2014	21.25

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56787	ROSEVILLE AREA SCHOOLS	10/16/2014	100.00
56788	RR DONNELLEY	10/16/2014	920.00
56789	RUIZ JR, TONY	10/16/2014	57.00
56790	S & S WORLDWIDE	10/16/2014	63.95
56791	S & T OFFICE PRODUCTS INC	10/16/2014	1,207.32
56792	SAFETY-KLEEN CORP	10/16/2014	339.91
56793	SAIKO, KATHY	10/16/2014	15.30
56794	SAM'S CLUB/GEMB	10/16/2014	1,093.53
56795	SCHINDLER ELEVATOR CORP	10/16/2014	477.09
56796	SCHOLASTIC EQUIPMENT CO LLC	10/16/2014	435.00
56797	SCHOLASTIC INC	10/16/2014	330.92
56798	Vendor Continued Check	10/16/2014	0.00
56799	SCHOOL HEALTH CORPORATION	10/16/2014	1,471.53
56800	SCHOOL SPECIALTY	10/16/2014	2,364.32
56801	SCHOOLIDENTITY.COM	10/16/2014	221.25
56802	SECARA, DENNIS	10/16/2014	39.00
56803	SEEVER, GRAY	10/16/2014	165.00
56804	SEGLEM, SCOTT	10/16/2014	118.00
56805	SENTRY SYSTEMS INC	10/16/2014	155.00
56806	SERENDIPITY ART AND DESIGN SER	10/16/2014	2,053.56
56807	SEXTON PRINTING	10/16/2014	390.00
56808	SHIFFLER EQUIPMENT SALES INC	10/16/2014	7.34
56809	SIGNS ETC	10/16/2014	795.00
56810	SIGSTAD, GEORGE B	10/16/2014	124.00
56811	SLATOR, KEVIN T	10/16/2014	306.00
56812	SCHOOL NUTRITION ASSOC (SNA)	10/16/2014	107.00
56813	SNOW, ROBERT H	10/16/2014	83.00
56814	SOAR LEARNING LLC	10/16/2014	1,197.00
56815	SOCIAL THINKING PUBLISHING	10/16/2014	153.99
56816	SOUTHWEST BINDING & LAMINATING	10/16/2014	441.78
56817	SOUTHWEST HIGH SCHOOL	10/16/2014	45.00
56818	SPIRITLINE	10/16/2014	341.83
56819	SPORTWIDE	10/16/2014	1,009.96
56820	ST PAUL LINOLEUM & CARPET COMP	10/16/2014	12,794.00
56821	ST PAUL PIONEER PRESS	10/16/2014	141.36
56822	STAR TRIBUNE	10/16/2014	39.65
56823	Vendor Continued Check	10/16/2014	0.00
56824	STATE SUPPLY CO	10/16/2014	5,353.81
56825	STRACK, GEOFF	10/16/2014	63.00
56826	STREAMLINE DESIGN INC	10/16/2014	8,668.00
56827	SUBWAY	10/16/2014	119.71
56828	SUCCESS BEYOND THE CLASSROOM	10/16/2014	120.00
56829	SUNTEX INTL INC	10/16/2014	329.50
56830	SUPERIOR STRIPING INC	10/16/2014	520.00
56831	TAMARACK NATURE CENTER	10/16/2014	319.00
56832	TD SOCIAL SKILLS	10/16/2014	109.89
56833	TERNES, KELLY	10/16/2014	187.00
56834	TEXTBOOK WAREHOUSE INC	10/16/2014	415.00
56835	THARALDSON, RYAN	10/16/2014	126.00
56836	THYSENKRUPP ELEVATOR CORP	10/16/2014	1,200.13

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56837	TIERNEY BROTHERS INC	10/16/2014	176.22
56838	TIES	10/16/2014	160.00
56839	TIES	10/16/2014	2,102.50
56840	TIME FOR KIDS	10/16/2014	851.86
56841	TRADE PRESS INC	10/16/2014	877.55
56842	TRAVEL LEADERS	10/16/2014	1,687.94
56843	T.R.F. SUPPLY CO	10/16/2014	309.00
56844	TRIO SUPPLY COMPANY	10/16/2014	12,358.09
56845	TROLLHAUGEN	10/16/2014	1,185.00
56846	TRUCK UTILITIES MFG CO	10/16/2014	209.20
56847	TRUSTED EMPLOYEES	10/16/2014	5,069.00
56848	TWIN CITY HARDWARE	10/16/2014	294.83
56849	TWIN CITY JANITOR SUPPLY CO	10/16/2014	1,208.96
56850	TWIN CITIES MAGIC AND COSTUME	10/16/2014	139.96
56851	U.S. ENERGY SERVICES INC	10/16/2014	675.00
56852	UHL CO INC	10/16/2014	4,441.00
56853	UNIVERSITY OF MINNESOTA	10/16/2014	15,660.00
56854	US BANK	10/16/2014	346.00
56855	US FOODS CULINARY EQUIP & SUPP	10/16/2014	832.21
56856	CITY OF VADNAIS HEIGHTS	10/16/2014	4,066.88
56857	VAIL, GAYLE J	10/16/2014	46.75
56858	VAIL, STEVEN D	10/16/2014	63.00
56859	VASATKA-PRILL, NICOLE MARIE	10/16/2014	10.20
56860	VENBURG TIRE CO	10/16/2014	166.14
56861	VIKING ELECTRIC SUPPLY	10/16/2014	7,211.98
56862	VIRCO INC	10/16/2014	4,651.00
56863	VISI	10/16/2014	525.00
56864	VOCABULARY SPELLING CITY.COM	10/16/2014	198.90
56865	VORT CORPORATION	10/16/2014	275.00
56866	WALDOCH FARMS	10/16/2014	747.50
56867	WALTER, BRIAN M	10/16/2014	126.00
56868	WARD'S SCIENCE	10/16/2014	120.22
56869	WASTE MANAGEMENT OF WI-MN	10/16/2014	18,144.71
56870	WHITE BEAR BOWL	10/16/2014	17.50
56871	WHITE BEAR CENTER FOR THE ARTS	10/16/2014	8,750.00
56872	WHITE BEAR GLASS INC	10/16/2014	936.00
56873	WHITE BEAR LACROSSE CLUB	10/16/2014	725.00
56874	WHITE BEAR LOCKSMITH INC	10/16/2014	199.75
56875	WEBER, MARK	10/16/2014	55.00
56876	WELLNESS COUNCIL OF AMERICA	10/16/2014	540.00
56877	WINDSTREAM	10/16/2014	5,078.18
56878	WL HALL COMPANY	10/16/2014	40,222.00
56879	WOLF RIDGE ENVIRONMENTAL	10/16/2014	7,132.64
56880	XEROX CORPORATION	10/16/2014	32.61
56881	XEROX FINANCIAL SERVICES	10/16/2014	309.32
56882	YOGA DEVOTION LLC	10/16/2014	765.00
56883	YOKOM, BRIAN K	10/16/2014	118.00
56884	ZAHL PETROLEUM MAINTENANCE CO	10/16/2014	460.62
56885	ZAMBRANO, MARIA	10/16/2014	66.00
56886	ZAPPETILLO, DAVID	10/16/2014	57.00

Check Nbr	Vendor Name	Check Date	Check Amount
450	Computer	Check(s) For a Total of	1,193,840.23

Check Nbr	Vendor Name	Check Date	Check Amount
56301	SUM	10/16/2014	7,000.00
56312	TRAVEL LEADERS	10/16/2014	2,950.00
56431	TARGET CENTER	10/16/2014	294.00
3	Void	Check(s) For a Total of	10,244.00

	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
	450	Computer	Checks For a Total of	1,193,840.23
Total For	450	Manual, Wire Tran, ACH & Computer Checks		1,193,840.23
Less	3	Voided	Checks For a Total of	10,244.00
			Net Amount	1,183,596.23



Check Nbr	Vendor Name	Check Date	Check Amount
56887	AIG	10/24/2014	5,933.75
56888	AMAZON	10/24/2014	1,051.55
56889	AMAZON	10/24/2014	918.06
56890	AMAZON	10/24/2014	480.33
56891	AMAZON	10/24/2014	41.05
56892	AMERICAN UNITED LIFE	10/24/2014	58,487.22
56893	AMERICAN UNITED LIFE	10/24/2014	750.00
56894	AMERIPRISE FINANCIAL SERVICES	10/24/2014	15,264.32
56895	AXA EQUITABLE	10/24/2014	36,176.21
56896	EDUCATION MN ESI BILLING TRUST	10/24/2014	24,840.27
56897	GREAT LAKES HIGHER EDUC GUARAN	10/24/2014	364.11
56898	GURSTEL CHARGO ATTORNEYS AT LA	10/24/2014	308.00
56899	INTERNAL REVENUE SERVICE	10/24/2014	516.89
56900	IUOE LOCAL 70	10/24/2014	2,121.67
56901	LOFFLER COMPANIES INC	10/24/2014	1,550.00
56902	MESSERLI & KRAMER PA	10/24/2014	575.00
56903	METROPOLITAN LIFE	10/24/2014	2,941.41
56904	MN CHILD SUPPORT	10/24/2014	2,100.10
56905	MUSKE, RICHARD L	10/24/2014	50.00
56906	RAUSCH, STURM, ISRAEL,	10/24/2014	54.00
56907	SAM'S CLUB/GEMB	10/24/2014	976.45
56908	SCHOOL SERVICE EMPLOYEES	10/24/2014	5,720.29
56909	US DEPT OF EDUCATION	10/24/2014	456.14
56910	VANGUARD SMALL BUSINESS SERVIC	10/24/2014	26,858.65
56911	WHITE BEAR LAKE FOOD SERV	10/24/2014	1,838.75
56912	XCEL ENERGY	10/24/2014	74,897.04
26 Computer Check(s) For a Total of			265,271.26

	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
	26	Computer	Checks For a Total of	265,271.26
Total For	26	Manual, Wire Tran, ACH & Computer	Checks	265,271.26
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	265,271.26

Check Nbr	Vendor Name	Check Date	Check Amount
141500433	ANDERSON, MELISSA KAY	10/28/2014	90.16
141500434	BERNDT, MICHELE R	10/28/2014	197.11
141500435	BERNIER, RICKY L	10/28/2014	300.00
141500436	BLADE, JULIE M MAKER	10/28/2014	107.03
141500437	BRISTOW, JILL K	10/28/2014	10.00
141500438	BURKE, GREGORY K	10/28/2014	35.00
141500439	CANNIFF, AMY E	10/28/2014	141.12
141500440	CUNNINGHAM, ANGELA A	10/28/2014	107.03
141500441	DAHLEM, TERESA	10/28/2014	164.73
141500442	DENUCCI, KRISTINA E	10/28/2014	47.96
141500443	DEUEL, LYN M	10/28/2014	56.55
141500444	DIMEGLIO, JOSEPH V	10/28/2014	92.75
141500445	EDBERG, REBECCA J	10/28/2014	59.27
141500446	FREBURG, BETH R	10/28/2014	25.20
141500447	GRANT, SHANNON	10/28/2014	72.93
141500448	GRIPENTROG, TRACY A	10/28/2014	32.34
141500449	HAGESTUEN, FAITH M	10/28/2014	294.00
141500450	HEANEY, CYNTHIA L	10/28/2014	94.96
141500451	HICKS, SUSAN L	10/28/2014	235.00
141500452	HOEG, SCOTT A	10/28/2014	58.24
141500453	HORAZDOVSKY, LEILA JOANNE	10/28/2014	270.20
141500454	JOESTING, KRISTI A	10/28/2014	108.00
141500455	JOHNSON, JENNIFER R	10/28/2014	35.00
141500456	KELZER, LYND SAY L	10/28/2014	160.26
141500457	KOVACICH, DANIEL KRAIG	10/28/2014	29.88
141500458	KRAMLINGER, TRACEY A	10/28/2014	47.00
141500459	KRUSEMARK, CARY L	10/28/2014	126.49
141500460	KUEMMEL, JANEEN ELIZABETH	10/28/2014	31.32
141500461	KUPFERSCHMIDT, ROBERT B	10/28/2014	195.00
141500462	LACASSE, KIM S	10/28/2014	114.98
141500463	LAMWERS, LINDSAY M	10/28/2014	1,000.00
141500464	LARSON, BOBBIE JEAN	10/28/2014	237.32
141500465	LARSON, SCOTT A	10/28/2014	29.00
141500466	LEININGER, JOHN M	10/28/2014	32.13
141500467	LEMIEUX, TAMARA M	10/28/2014	127.40
141500468	LIEKIS, KENNETH J	10/28/2014	98.00
141500469	LYONS, CHRISTOPHER A	10/28/2014	325.00
141500470	MCDOWELL, ROBERT C	10/28/2014	499.97
141500471	MEUWISSEN, PAUL WILLIAM	10/28/2014	263.22
141500472	MILLER, MOLLY M	10/28/2014	90.16
141500473	MORITZ, CLAIRE S	10/28/2014	55.50
141500474	MORTENSEN, KIM K	10/28/2014	175.00
141500475	MUELLER, JUDITH K	10/28/2014	275.00
141500476	NEUBECK, STEFANI M	10/28/2014	192.60
141500477	NORCROSS, MICHELE S	10/28/2014	54.60
141500478	NORDENSTROM, CARLA L	10/28/2014	125.00
141500479	OTTAVIANI, AMY M	10/28/2014	60.00
141500480	PARSHALL, DANIELLE M	10/28/2014	22.40
141500481	PERCIVAL, PATRICIA A	10/28/2014	115.84
141500482	PICHA, CHRISTINA K	10/28/2014	747.41

Check Nbr	Vendor Name	Check Date	Check Amount
141500483	PONTIOUS, JODY L	10/28/2014	576.63
141500484	REEVES, BROOKE E	10/28/2014	25.00
141500485	ROBERTS, NIKOLE K	10/28/2014	85.12
141500486	SAGER, TIMOTHY M	10/28/2014	75.00
141500487	SCHLOSSER, GABRIELLE A	10/28/2014	179.97
141500488	SCHMIDT, NOEL N	10/28/2014	371.00
141500489	SEHR, DEBRA JEAN	10/28/2014	265.90
141500490	SELBY, MARY JANE	10/28/2014	30.00
141500491	SICARD, HEIDI M	10/28/2014	36.00
141500492	STEFFEL, KAREN L	10/28/2014	153.84
141500493	STIRLING, CONNIE B	10/28/2014	149.11
141500494	STREIFF, CHRISTINA D	10/28/2014	40.64
141500495	STUEMKE, CHARLES R	10/28/2014	39.51
141500496	SUOJA, WENDY T	10/28/2014	426.76
141500497	SVIR, SARA A	10/28/2014	995.46
141500498	TATE, JO E	10/28/2014	98.56
141500499	THAYER-MARMITT, CHRISTINA E	10/28/2014	353.73
141500500	TLUSTY, MELANIE L	10/28/2014	171.97
141500501	TUEL, LORI L	10/28/2014	35.00
141500502	VAUGHN, DEBRA JEAN	10/28/2014	180.00
141500503	VETTE, MARISA AA	10/28/2014	130.00
141500504	WEHRKAMP, KRISTINE J	10/28/2014	130.00
141500505	WILLCOXON SR, PETER	10/28/2014	629.40
141500506	WILLS, LORI A	10/28/2014	17.92
141500507	WISE, PATRICIA G	10/28/2014	236.64
141500508	XU, HUI	10/28/2014	167.81
76	ACH	Check(s) For a Total of	13,466.03

Check Summary

ACH

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	76	ACH	Checks For a Total of	13,466.03
	0	Computer	Checks For a Total of	0.00
Total For	76	Manual, Wire Tran, ACH & Computer	Checks	13,466.03
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	13,466.03

Check Nbr	Vendor Name	Check Date	Check Amount
56913	AARP DRIVER SAFETY PROGRAM	10/30/2014	570.00
56914	ACME TOOLS	10/30/2014	64.87
56915	ADVANCED WIRELESS COMMUNICATIO	10/30/2014	1,294.62
56916	AFFINITY HEARING LLC	10/30/2014	392.00
56917	AL-HUMAYANI, MARY JANE	10/30/2014	141.00
56918	ALBRECHT, GARY	10/30/2014	8.00
56919	AMACO	10/30/2014	2,407.77
56920	AMAZON	10/30/2014	549.22
56921	AMAZON	10/30/2014	84.76
56922	AMAZON	10/30/2014	260.64
56923	AMAZON	10/30/2014	539.04
56924	AMSAN	10/30/2014	5,596.52
56925	ASSOC OF METROPOLITAN SCHOOL D	10/30/2014	150.00
56926	ANDERSON, ERIC	10/30/2014	63.00
56927	ANDERSON, MICHAEL	10/30/2014	31.76
56928	ANDERSON'S	10/30/2014	72.86
56929	APPLE COMPUTER INC	10/30/2014	1,556.00
56930	APPLECREST ORCHARDS	10/30/2014	316.00
56931	APPLIED ENVIRONMENTAL SCI INC	10/30/2014	5,307.60
56932	ARENA SERVICES AND PRODUCTS LL	10/30/2014	575.00
56933	ARENA SYSTEMS	10/30/2014	337.26
56934	ARROWOOD RESORT & CONF CTR	10/30/2014	190.24
56935	ART PRESERVE	10/30/2014	39.99
56936	AT & T MOBILITY	10/30/2014	936.24
56937	AVON BUSINESS FORMS & PROMOTIO	10/30/2014	363.62
56938	BALD EAGLE SPORTSMENS ASSOC	10/30/2014	1,440.00
56939	BARNES & NOBLE	10/30/2014	494.96
56940	BARNETT WB CHRYSLER JEEP DODGE	10/30/2014	17.16
56941	BEARTOWN AUTO BODY INC	10/30/2014	1,940.34
56942	BEHLOW, DAVID	10/30/2014	571.95
56943	BERES, TREVOR	10/30/2014	83.00
56944	BERRY BLENDZ - EDEN PRAIRIE	10/30/2014	675.00
56945	BEST BUY BUSINESS ADVANTAGE AC	10/30/2014	521.05
56946	BLAINE RAY WORKSHOPS INC	10/30/2014	2,023.00
56947	BLICK ART MATERIALS	10/30/2014	572.88
56948	BLUE BELL ENTERPRISES INC	10/30/2014	5,661.28
56949	BRINK, RUTH	10/30/2014	24.00
56950	BROWN INDUSTRIES INC	10/30/2014	76.50
56951	BUREAU OF EDUCATION & RESEARCH	10/30/2014	474.00
56952	CAMP RIPLEY	10/30/2014	200.00
56953	CAPITAL ONE COMMERCIAL	10/30/2014	132.44
56954	CARBONES PIZZA	10/30/2014	114.61
56955	CAREY, MARK	10/30/2014	63.00
56956	CARLSON WAGONLIT TRAVEL	10/30/2014	11,500.00
56957	CARTRIDGE WORLD MAPLEWOOD	10/30/2014	725.96
56958	CDW GOVERNMENT INC	10/30/2014	4,744.08
56959	CENTRAL MECHANICAL CO	10/30/2014	2,676.63
56960	CHERRIER, JACK MICHAEL	10/30/2014	107.00
56961	CITI-CARGO & STORAGE CO INC	10/30/2014	85.00
56962	COBORNS DELIVERS	10/30/2014	75.47

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56963	COMCAST	10/30/2014	544.32
56964	COMCAST	10/30/2014	43.90
56965	COMSTOCK & SONS INC	10/30/2014	2,560.00
56966	CONNEY SAFETY	10/30/2014	1,064.54
56967	CONSTANTINE DANCE CLASSES	10/30/2014	550.00
56968	CONTINENTAL CLAY CO	10/30/2014	583.23
56969	CONTINENTAL RESEARCH CORP	10/30/2014	1,820.24
56970	COOPS SPORTSWEAR	10/30/2014	870.00
56971	COPY IMAGES INC	10/30/2014	592.88
56972	COPY IMAGES INC	10/30/2014	310.00
56973	COUNTRY VIDEO BARN	10/30/2014	504.96
56974	CUB FOODS OF WHITE BEAR TWSHP	10/30/2014	367.05
56975	CULLIGAN BOTTLED WATER	10/30/2014	5.85
56976	CUMMINS NPOWER LLC	10/30/2014	498.00
56977	Vendor Continued Check	10/30/2014	0.00
56978	Vendor Continued Check	10/30/2014	0.00
56979	Vendor Continued Check	10/30/2014	0.00
56980	Vendor Continued Check	10/30/2014	0.00
56981	DALCO CORPORATION	10/30/2014	14,316.95
56982	DECKER INC	10/30/2014	330.90
56983	DEEP PORTAGE	10/30/2014	6,528.00
56984	DELTA EDUCATION	10/30/2014	303.40
56985	DELTA DENTAL PLAN OF MN	10/30/2014	62,822.00
56986	DESIGNER SIGN SYSTEMS INC	10/30/2014	2,964.80
56987	DHARMA TRADING COMPANY	10/30/2014	91.97
56988	DISCOUNT SCHOOL SUPPLY	10/30/2014	27.97
56989	DISTRICT MGMT COUNCIL	10/30/2014	1,497.00
56990	DOMINOS PIZZA	10/30/2014	42.99
56991	DONATELLI'S	10/30/2014	1,570.01
56992	DOOR SERVICE COMPANY	10/30/2014	17,989.00
56993	DORNFELD, MARK	10/30/2014	63.00
56994	DOW, BRIAN	10/30/2014	63.00
56995	DUPAY, KELLY	10/30/2014	265.00
56996	E & M CONSULTING	10/30/2014	899.00
56997	ECKROTH MUSIC	10/30/2014	435.00
56998	EDUC DESIGN LLC	10/30/2014	39.00
56999	EDUCATION TO GO	10/30/2014	67.25
57000	ELEVATION INC	10/30/2014	4,519.36
57001	EMEDCO COMPANY INC	10/30/2014	1,019.10
57002	ENGQUIST, SAIRA HELEN	10/30/2014	107.00
57003	ENGSTRAN, STEVE	10/30/2014	105.00
57004	ENGSTRAN, TOM	10/30/2014	180.00
57005	ENTERTAINMENT	10/30/2014	140.00
57006	EPS LITERACY & INTERVENTION	10/30/2014	249.92
57007	ERHARDT, GARY	10/30/2014	100.00
57008	ERHARDT, SCOTT D	10/30/2014	100.00
57009	ESSENTIA HEALTH - 10W	10/30/2014	100.00
57010	FASTENAL COMPANY	10/30/2014	651.03
57011	FASTENATION INC	10/30/2014	149.50
57012	FEDEX	10/30/2014	26.54

Check Nbr	Vendor Name	Check Date	Check Amount
57013	FESTIVAL FOODS-KNOWLAN'S	10/30/2014	494.39
57014	FIRST STUDENT INC	10/30/2014	168,935.40
57015	FISHER SCIENTIFIC	10/30/2014	41.46
57016	FLIPS GYMNASTICS LLC	10/30/2014	1,150.00
57017	THE FLORAL TRUNK	10/30/2014	104.95
57018	FLORIN, JOLYN A	10/30/2014	639.00
57019	FOLLETT SCHOOL SOLUTIONS INC	10/30/2014	3,319.40
57020	FREY, DANIEL J	10/30/2014	190.00
57021	FRONTRUNNER EVENTS	10/30/2014	86.00
57022	FULTON PRODUCTIONS	10/30/2014	500.00
57023	GALLAGHERS NORTHWESTERN TIRE C	10/30/2014	3,699.13
57024	GAME WORLD	10/30/2014	1,455.00
57025	GARDEN & ASSOCIATES INC	10/30/2014	275.00
57026	GILLUND ENTERPRISES	10/30/2014	529.48
57027	GOPHER	10/30/2014	1,284.25
57028	GRAFFIC TRAFFIC LLC	10/30/2014	112.00
57029	GRAINGER	10/30/2014	658.69
57030	GRANDMA'S BAKERY INC	10/30/2014	110.60
57031	GREATAMERICA FINANCIAL SERVICE	10/30/2014	508.02
57032	GROUP HEALTH INC - WORKSITE	10/30/2014	133.10
57033	GROUP TRAVEL PLANNERS	10/30/2014	1,620.00
57034	GUSTAVUS ADOLPHUS COLLEGE	10/30/2014	200.00
57035	GUTIERREZ, PETER	10/30/2014	63.00
57036	Vendor Continued Check	10/30/2014	0.00
57037	Vendor Continued Check	10/30/2014	0.00
57038	HEALTHPARTNERS	10/30/2014	1,101,209.91
57039	HELLO DIRECT INC	10/30/2014	322.50
57040	HERMANN, KATHY	10/30/2014	30.00
57041	HINCK, BILL	10/30/2014	96.90
57042	Vendor Continued Check	10/30/2014	0.00
57043	Vendor Continued Check	10/30/2014	0.00
57044	HISDAHL INC	10/30/2014	4,180.30
57045	HOANG, CONG	10/30/2014	40.00
57046	Vendor Continued Check	10/30/2014	0.00
57047	Vendor Continued Check	10/30/2014	0.00
57048	HOGLUND BUS AND TRUCK CO	10/30/2014	10,863.25
57049	HOME DEPOT CREDIT SERVICES	10/30/2014	417.17
57050	HOUGHTON MIFFLIN HARCOURT	10/30/2014	461.34
57051	HOULE, TOM	10/30/2014	84.00
57052	HUGO CITY OF	10/30/2014	3,298.58
57053	Vendor Continued Check	10/30/2014	0.00
57054	IFD	10/30/2014	58,856.85
57055	INDEPENDENT LIVING AIDS	10/30/2014	25.90
57056	INTEGRA TELECOM	10/30/2014	1,380.00
57057	INTERMEDIATE DISTRICT 287	10/30/2014	6,357.37
57058	ISD #181 BRAINERD	10/30/2014	1,168.20
57059	ISD #8492 NEW DOMINION SCHOOL	10/30/2014	3,583.40
57060	IXL LEARNING	10/30/2014	500.00
57061	J & R SCHOOL SUPPLIES	10/30/2014	230.00
57062	J.P. COOKE COMPANY	10/30/2014	23.90



Check Nbr	Vendor Name	Check Date	Check Amount
57063	J.R.'S ADVANCED RECYCLERS	10/30/2014	105.00
57064	JACKI BRICKMAN INC	10/30/2014	3,200.00
57065	JAH SCHEDULING LLC	10/30/2014	288.00
57066	JAYTECH INC	10/30/2014	1,361.45
57067	JODL, LINDA M	10/30/2014	18.40
57068	JOHNSON, BRANDON JAMES	10/30/2014	90.00
57069	JW PEPPER & SON INC	10/30/2014	41.97
57070	KARLSBURGER FOODS INC	10/30/2014	710.61
57071	KATH FUEL OIL SERVICE CO	10/30/2014	27,254.73
57072	KIMBALL MIDWEST	10/30/2014	26.11
57073	KLANDE, TYANN ASHLEY	10/30/2014	80.00
57074	KOLNIAK, JOHN	10/30/2014	63.00
57075	Vendor Continued Check	10/30/2014	0.00
57076	Vendor Continued Check	10/30/2014	0.00
57077	KRAFT CONTRACTING & MECHANICAL	10/30/2014	23,763.61
57078	KRAUS ANDERSON CONSTRUCTION CO	10/30/2014	38,202.17
57079	KULLY SUPPLY COMPANY	10/30/2014	117.36
57080	L'ALLIER CONCRETE INC	10/30/2014	2,800.00
57081	LAKELAND DOOR AND CONTRACTING	10/30/2014	303.45
57082	LANGUAGE LINE SERVICES	10/30/2014	67.91
57083	LEARNING A-Z	10/30/2014	299.85
57084	LEARNINGS THINGS.COM	10/30/2014	427.44
57085	LEE, CHARLOTTE L	10/30/2014	254.00
57086	LHB INC	10/30/2014	3,483.37
57087	LIBERTY CLASSICAL ACADEMY	10/30/2014	2,823.06
57088	LIBRARY STORE INC	10/30/2014	229.63
57089	LOWERY MCDONNELL CO	10/30/2014	2,986.00
57090	LUBBERS, TIMLAN J	10/30/2014	83.00
57091	MAAP STARS	10/30/2014	430.00
57092	MN ASSOC OF COLLEGE	10/30/2014	105.00
57093	MACKIN EDUCATIONAL RESOURCES	10/30/2014	474.23
57094	Vendor Continued Check	10/30/2014	0.00
57095	Vendor Continued Check	10/30/2014	0.00
57096	Vendor Continued Check	10/30/2014	0.00
57097	MADISON NATIONAL LIFE	10/30/2014	41,954.14
57098	MAHS/MASC	10/30/2014	200.00
57099	MAHS/MASC	10/30/2014	190.00
57100	MALLEY, DAVID	10/30/2014	57.00
57101	MALLOY/MONTAGUE/KARNOWSKI & CO	10/30/2014	7,500.00
57102	MANITOU STATION	10/30/2014	62.49
57103	MANPOWER	10/30/2014	306.00
57104	MARCO, INC	10/30/2014	426.56
57105	MAVO SYSTEMS	10/30/2014	995.26
57106	MCDONOUGH'S WATERJETTING AND	10/30/2014	1,365.00
57107	MN COMMUNITY EDUC ASSOC (MCEA)	10/30/2014	1,070.00
57108	MCGOWAN, TIM	10/30/2014	84.00
57109	MN COUNCIL OF TEACHERS OF ENGL	10/30/2014	30.00
57110	MEDICARE PREMIUM COLLECTION CT	10/30/2014	330.10
57111	MN ELEMENTARY SCH PRIN ASSOC	10/30/2014	889.00
57112	METRO ECSU	10/30/2014	550.00

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57113	METRO SOUND AND LIGHTING	10/30/2014	3,934.10
57114	METROPOLITAN PRINCIPALS ACADEM	10/30/2014	175.00
57115	MIDAMERICA ADMIN & RETIREMENT	10/30/2014	1,848.00
57116	MIDWEST BUS PARTS INC	10/30/2014	700.21
57117	MIDWEST DRY ICE BLASTING	10/30/2014	815.00
57118	MINNSPRA	10/30/2014	179.00
57119	MINVALCO INC	10/30/2014	1,387.61
57120	MN MIDDLE SCHOOL ASSOC	10/30/2014	270.00
57121	MN CENTRAL SCHOOL BUS	10/30/2014	581.85
57122	MN COACHES INC	10/30/2014	1,975.00
57123	MN CONWAY FIRE & SAFETY	10/30/2014	137.50
57124	MN DEPT OF LABOR & INDUSTRY	10/30/2014	100.00
57125	MN HISTORICAL SOCIETY	10/30/2014	230.00
57126	MN OCCUPATIONAL HEALTH	10/30/2014	79.00
57127	MOHAMED-SAEED, HIBAQ MUSSE	10/30/2014	107.00
57128	MOORE, CYNTHIA A	10/30/2014	572.00
57129	MP NEXLEVEL LLC	10/30/2014	65.00
57130	MPLS PUBLIC SCHOOLS	10/30/2014	192.00
57131	MN SCHOOL SOCIAL WORKERS ASSN	10/30/2014	180.00
57132	MUELLER, DAVID	10/30/2014	175.00
57133	MURPHY, LYNNE M	10/30/2014	180.00
57134	NAC MECHANICAL & ELECTRICAL SE	10/30/2014	21,400.00
57135	NAEYC-NATL ASSN FOR THE	10/30/2014	157.68
57136	Vendor Continued Check	10/30/2014	0.00
57137	NARDINI FIRE EQUIPMENT CO INC	10/30/2014	927.40
57138	NCPERS MINNESOTA	10/30/2014	224.00
57139	NORTH CENTRAL TRUCK EQUIPMENT	10/30/2014	291.73
57140	NORTH MEMORIAL URGENT CARE	10/30/2014	64.00
57141	NORTHEAST METRO INTERMEDIATE D	10/30/2014	23,537.39
57142	NOW MICRO INC	10/30/2014	474.00
57143	Vendor Continued Check	10/30/2014	0.00
57144	Vendor Continued Check	10/30/2014	0.00
57145	NORTHWEST SHEETMETAL CO OF ST	10/30/2014	17,182.95
57146	OFFICE DEPOT	10/30/2014	465.20
57147	ORDWAY CENTER FOR PERFORMING	10/30/2014	87.50
57148	ORIENTAL TRADING CO INC	10/30/2014	23.99
57149	PAR INC	10/30/2014	285.12
57150	PCS REVENUE CONTROL SYSTEMS IN	10/30/2014	2,474.95
57151	PESI	10/30/2014	129.99
57152	PICTURE THAT!	10/30/2014	174.00
57153	PIONEER PRESS	10/30/2014	375.00
57154	PITNEY BOWES PURCHASE POWER	10/30/2014	108.99
57155	PLADSON ENVIRONMENTAL INC	10/30/2014	6,000.00
57156	PREISLER, PAM	10/30/2014	120.00
57157	PREMIUM WATERS INC	10/30/2014	113.70
57158	PRESTWICK HOUSE INC	10/30/2014	3,249.87
57159	PRIOR LAKE HIGH SCHOOL	10/30/2014	636.00
57160	PRO-ED INC	10/30/2014	244.15
57161	PROM MANAGEMENT GRP INC	10/30/2014	1,178.44
57162	PSAT/NMSQT	10/30/2014	3,380.00

Check Nbr	Vendor Name	Check Date	Check Amount
57163	R & R SPECIALTIES INC	10/30/2014	54.00
57164	RAK CONSTRUCTION INC	10/30/2014	39,877.00
57165	Vendor Continued Check	10/30/2014	0.00
57166	RAMSEY COUNTY	10/30/2014	3,482.00
57167	RAMSEY COUNTY PUBLIC HEALTH	10/30/2014	75.00
57168	READ NATURALLY INC	10/30/2014	599.00
57169	REGION 4AA	10/30/2014	100.00
57170	RICHARDSON, GENE	10/30/2014	176.00
57171	RICHARDS MELISSA	10/30/2014	160.00
57172	RICK, CHRIS	10/30/2014	252.00
57173	RO*CO FILMS EDUCATIONAL	10/30/2014	103.00
57174	ROSEVILLE AREA SCHOOLS	10/30/2014	16,183.99
57175	S & T OFFICE PRODUCTS INC	10/30/2014	126.73
57176	SAED, MUSSE MOHAMED	10/30/2014	107.00
57177	SAM'S CLUB/GEMB	10/30/2014	574.12
57178	SANTILLANA USA	10/30/2014	254.99
57179	SCHMITT MUSIC COMPANY	10/30/2014	659.00
57180	SCHOLASTIC BOOK FAIRS	10/30/2014	3,152.56
57181	SCHOLASTIC INC	10/30/2014	1,129.98
57182	SCHOOL HEALTH CORPORATION	10/30/2014	240.61
57183	SCHOOL NUTRITION ASSOC	10/30/2014	3.00
57184	SCHOOL SPECIALTY	10/30/2014	442.96
57185	SCHOOL SERVICE INC	10/30/2014	349.44
57186	SCHOOL TOOLS TV	10/30/2014	50.00
57187	SENTRY SYSTEMS INC	10/30/2014	145.00
57188	SERENDIPITY ART AND DESIGN SER	10/30/2014	500.00
57189	SIGNS ETC	10/30/2014	325.00
57190	SNAP-ON	10/30/2014	768.65
57191	SOUTHEASTERN PERFORMANCE APPAR	10/30/2014	856.00
57192	ST PAUL LINOLEUM & CARPET COMP	10/30/2014	585.52
57193	ST PAUL AREA ATHENA AWARDS	10/30/2014	75.00
57194	ST STEPHENS HUMAN SERVICES	10/30/2014	48.75
57195	STENGLEIN, PAUL	10/30/2014	75.00
57196	STONE, KATHY A	10/30/2014	120.00
57197	STRATEGIC EQUIPMENT & SUPPLY C	10/30/2014	945.00
57198	SUCCESS BEYOND THE CLASSROOM	10/30/2014	1,295.00
57199	SUM	10/30/2014	175.00
57200	TA SCHIFSKY & SONS INC	10/30/2014	2,775.00
57201	TARGET BANK	10/30/2014	9.50
57202	TARGET BANK	10/30/2014	500.00
57203	TEACHERS CURRICULUM INSTITUTE	10/30/2014	11,239.20
57204	TEACHSTONE TRAINING LLC	10/30/2014	1,700.00
57205	TERNES, KELLY	10/30/2014	63.00
57206	THOMPSON, AARON	10/30/2014	45.00
57207	THOMPSON, ANGELA MARIE	10/30/2014	60.00
57208	TIERNEY BROTHERS INC	10/30/2014	775.83
57209	TIME FOR KIDS	10/30/2014	232.58
57210	TOWN LIFE	10/30/2014	1,215.00
57211	TRADE PRESS INC	10/30/2014	1,362.51
57212	TRAVEL LEADERS	10/30/2014	1,219.36

Check Nbr	Vendor Name	Check Date	Check Amount
57213	TRI TECH DISPENSING	10/30/2014	2,975.00
57214	TWIN CITY ACOUSTICS INC	10/30/2014	1,872.77
57215	TWIN CITY HARDWARE	10/30/2014	372.28
57216	TWIN CITY JANITOR SUPPLY CO	10/30/2014	16,940.00
57217	TWIN CITIES MAGIC AND COSTUME	10/30/2014	31.96
57218	TWIST, CAROLYN SUE	10/30/2014	60.00
57219	U.S. ENERGY SERVICES INC	10/30/2014	5,548.13
57220	UHL CO INC	10/30/2014	39.18
57221	UNIVERSITY OF MINNESOTA EVENTS	10/30/2014	2,380.00
57222	VAIL, AARON S	10/30/2014	63.00
57223	VARSITY SPIRIT FASHIONS	10/30/2014	14,794.25
57224	VEITCH, JANE	10/30/2014	210.00
57225	VADNAIS HEIGHTS ECONOMIC DEV C	10/30/2014	60.00
57226	VIKING INDUSTRIAL CENTER	10/30/2014	331.01
57227	VISI	10/30/2014	525.00
57228	WALTER, BRIAN M	10/30/2014	84.00
57229	WHITE BEAR BOWL	10/30/2014	17.50
57230	WHITE BEAR GLASS INC	10/30/2014	457.00
57231	WHITE BEAR LOCKSMITH INC	10/30/2014	100.00
57232	WHITE BEAR AREA CHAMBER	10/30/2014	285.00
57233	WHITE BEAR AREA YMCA	10/30/2014	1,800.00
57234	WHITE BEAR LAKE (CITY OF)	10/30/2014	2,400.48
57235	WHITE BEAR LAKE (CITY OF)	10/30/2014	136,942.89
57236	WBLAS EXTENDED DAY	10/30/2014	200.00
57237	WHITE BEAR LAKE UMPIRES ASSN	10/30/2014	875.00
57238	WILLIAMSON, KAREN	10/30/2014	34.00
57239	WIMER, MARY KATHRYN	10/30/2014	150.00
57240	WITTMAN, BOB	10/30/2014	84.00
57241	WITTMAN, DAVID W	10/30/2014	84.00
57242	WOLFS DEN GUN SHOP	10/30/2014	2,340.00
57243	WORTHINGTON, CLARK L	10/30/2014	57.00
57244	XCEL ENERGY	10/30/2014	9,547.05
57245	XEROX CORPORATION	10/30/2014	182.37
57246	XIONG, MAI KAO	10/30/2014	35.40
57247	YOUTH ENRICHMENT LEAGUE	10/30/2014	2,387.00
57248	ZAMARBRO, MARIA	10/30/2014	66.00

336	Computer	Check(s) For a Total of	2,127,047.19
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Check Nbr	Vendor Name	Check Date	Check Amount
56885	ZAMBRANO, MARIA	10/30/2014	66.00
1	Void	Check(s) For a Total of	66.00

	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
	336	Computer	Checks For a Total of	2,127,047.19
Total For	336	Manual, Wire Tran, ACH & Computer	Checks	2,127,047.19
Less	1	Voided	Checks For a Total of	66.00
			Net Amount	2,126,981.19

**RESOLUTION FOR ACCEPTANCE OF GIFTS**

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

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

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

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

AGENDA ITEM: **Acceptance of Gifts**

MEETING DATE: **November 10, 2014**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance and Operations**

<b>Donation</b>	<b>Donor</b>	<b>Recipient</b>
\$115.00 for Senior Program	See attached list	Community Services and Recreation Department for Senior Program
\$1,000 for High School Band Department	Kathleen Burnham	White Bear Lake Area High School Band Department
30 pairs of handmade crocheted mittens	Hazel Peck	Oneka Elementary School
Several boxes of school supplies: Pens, highlighters, pencils, pencil bags, and spiral notebooks. Estimated value of \$400	Curtis 1000 Cindy Martin	Oneka Elementary School
\$4,183.34	White Bear Lake Girls Soccer Booster	White Bear Lake Area High School Girls Soccer Program
\$1,475	WBL Hockey Alumni Association Blue Line Club	White Bear Lake Area High School Boys Hockey Program
\$800	White Bear Lake Teachers' Association	White Bear Lake Area School District
\$200	Ice Bears Wrestling Club	White Bear Lake Area High School Wrestling Program
\$500 for H2O for Life	The White Bear Lake Rotary Foundation	White Bear Lake Area High School South Campus Ambassadors
\$50	Robert Rodriguez	White Bear Lake Area High School Band Program
\$50	Theresa and Eugene Zerwas	White Bear Lake Area High School Band Program
\$150	Shelley and Martin Jokinen	White Bear Lake Area High School Band Program



\$80	Matthew Horwath	White Bear Lake Area High School Band Program
\$127.80	Green Valley Greenhouse, Inc.	White Bear Lake Area High School Band Program
\$71.74	KLK Holdings, Inc. Dba Level 10	White Bear Lake Area High School
168 Dictionaries for 3 <sup>rd</sup> grade students	White Bear Lake Lions Club	Oneka Elementary School
37 Field Desks Estimated materials cost is \$450	Noah Gannaway	Oneka Elementary School

**RECOMMENDATION:** Accept donations.

Communtiy Services & Recreation  
Donation to Senior Programming  
November 2014

General Programing		
Michael Voss	\$	100.00
Jackie Hekele	\$	25.00
Merton Bartsch	\$	100.00
Marilyn Dejarlis	\$	20.00
Agnes Lavorato	\$	25.00
<b>TOTAL</b>	<b>\$</b>	<b>45.00</b>

MEALS ON WHEELS		
Laurence & Beverly Carlson	\$	50.00
<b>TOTAL</b>		<b>\$50.00</b>

TRANSPORTATION		
Bernice and Ken Peterson	\$	20.00
<b>TOTAL</b>		<b>\$20.00</b>

<b>Grand Total</b>	<b>\$</b>	<b>115.00</b>
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AGENDA ITEM: Field Trip Request

MEETING DATE: November 10, 2014

SUGGESTED DISPOSITION: Consent Agenda

CONTACT PERSON(S): Sara Paul, Assistant Superintendent

**Background:**

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

Date of Trip and Destination	Requesting Staff Member	Grade/ Team	Number of School Days Missed	Number of Students Attending	Total Cost per Student and Source of Revenue	Means of Transportation	Purpose of Field Trip
Friday, November 14, 2014 – Sunday, November 16, 2014 Non-Conference Hockey Morehead, MN	Jerry Kwapick	Girls Varsity & JV Hockey Teams	1	36	Total cost per student: \$185 Student Portion: \$0 Other Source(s): Booster Club Fundraisers	Coach Bus	Team will play two non-conference hockey games. One against Morehead and the other against Crookston. Great team building opportunity.
Friday, December 5, 2014 – Saturday, December 6, 2014 State Debate Tournament South St. Paul High School, St. Paul, MN	Paul Seeba	North Campus	1	8-10	Total cost per student: \$30 Student Portion: \$30 Other Source(s): Debate Team Budget	Bus	Students will attend and participate in the State Debate Tournament at South St. Paul High School.
Wednesday, December 17 – Friday, December 19, 2014 Conservation Camp Long Lake, MN	Jane Barnett	Oneka 5 <sup>th</sup> Grade Classes	3	140	Total cost per student: \$148.00 Student Portion: \$148.00 Other Source(s): Fundraisers and Student Family	Buses	The learning programs at Long Lake follow the Minnesota State Science Standards.

**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**

**JARED EPSTEIN** – Program Assistant Leader, Oneka Elementary  
Employed by District 624 since 08/25/2008  
Effective Date: 10/24/2014

**STEPHANIE KRINKE** – Program Assistant Leader, Oneka Elementary  
Employed by District 624 since 09/06/2011  
Effective Date: 10/24/2014

**FRED SCHOSTAG** – Pupil Support Assistant, High School-South Campus  
Employed by District 624 since 09/01/2005  
Effective Date: 10/22/2014

**RUSSELL UPDYKE** – Assistant Head Custodian “B” Building, Sunrise Park Middle School  
Employed by District 624 since 09/22/2014  
Effective Date: 10/31/2014

**RESIGNATIONS/TERMINATION - CERTIFIED STAFF**

**BRIAN PERRY** – Art Teacher, Central & Sunrise Park Middle Schools  
Employed by District 624 since 08/26/2010  
Effective Date: Pending Qualified and Suitable Replacement

**RETIREMENT - CERTIFIED STAFF**

**ROSALIA PREMENTINE** – Speech Clinician, Hugo and Willow Lane Elementary  
Employed by District 624 since 08/26/1994  
Effective Date: 12/12/2014

**FULL – TIME LEAVE REQUEST – CERTIFIED STAFF**

**SHELLY DARR** – Speech Clinician, Sunrise Park Middle  
Employed by District since 08/25/2000  
Effective Date: August 29, 2014 through November 28, 2014

**ELIZABETH OLSON** – 4<sup>th</sup> Grade Teacher, Lakeaires Elementary  
Employed by District since 08/26/2004  
Effective Date: August 28, 2014 through October 31, 2014

**BELINDA POON** – 1st Grade Teacher, Otter Lake Elementary  
Employed by District since 08/26/2004  
Effective Date: August 25, 2014 through June 8, 2015

<b>NEW PERSONNEL – CLASSIFIED STAFF</b>
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**ALLISON GREEN** – Program Assistant Leader, Oneka Elementary  
\$12.92 / hr., 2.75 hrs. / 174 days \$6,182.22  
Effective Date: 10/23/2014

**BRIAN GRIEBENOW** – Program Assistant Leader, Willow Lane Elementary  
\$13.44 / hr., 2.5 hrs. / 187 days \$6,283.20  
Effective Date: 10/06/2014

**JASON LEVIN** – Part Time Cook, High School – North Campus  
\$13.94 / hr., 3.5 hrs. / 145 days \$7,074.55  
Effective Date: 10/23/2014

<b>NEW PERSONNEL – CABINET</b>
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**LINDA GOERS** – Director of Human Resources, District Center  
\$75,623.52 (Pro-rated on annual salary at \$139,000)  
Effective Date: 12/15/2014

**MARV SWANSON** – Interim Director of Human Resources, District Center  
\$500.00 per day  
Effective Date: 10/21/2014 through on or about 12/15/2014

<b>NEW LONG TERM SUBSTITUTE – CERTIFIED STAFF</b>
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**LEIGH MILLS** – 1st Grade Teacher, Birch Lake Elementary  
BA, Step 13 \$9,542.10 (Pro-rated on \$56,096.00)  
Effective Date: November 5, 2014 through December 19, 2014

# **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: **Theatre at White Bear Lake Area High School**

MEETING DATE: **November 10, 2014**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**  
**Marisa Vette, Director of Communications**  
**Wendy Suoja, Musical Director**

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**BACKGROUND:**

White Bear Lake Area High School musical director Wendy Suoja will provide the School Board with an update on the district's high school theatre program. The presentation will include the showing of a video recently produced about the program and insights shared by Ms. Suoja and student theatre participants.

AGENDA ITEM: **Presentation on Middle School Chromebook 1:1 Initiative**  
MEETING DATE: **November 10, 2014**  
SUGGESTED DISPOSITION: **Information Item**  
CONTACT PERSON(S): **Mark Garrison, Director of Technology**

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**BACKGROUND:**

This presentation will include a brief update of the 8th Grade 1:1 at Sunrise and Central including classroom highlights and integration of the 4C's as well as a brief hands on demonstration.

AGENDA ITEM: **Superintendent's Report**  
MEETING DATE: **November 10, 2014**  
SUGGESTED DISPOSITION: **Information Item**  
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

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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: **Fiscal Year 2014 Audit Report Presentation**

MEETING DATE: **November 10, 2014**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Director of Finance and Operations**

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**BACKGROUND:**

Mr. Jim Eichten from the District's auditing firm of Malloy, Montague, Karnowski, Radosevich and Co., P.A. (MMKR), will be in attendance at the November 10, 2014 School Board meeting to present the fiscal year 2014 audit report. On November 6, 2014, Mr. Eichten presented the audit report to the District's Finance Committee.

AGENDA ITEM: **Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse**

MEETING DATE: **November 10, 2014**

SUGGESTED DISPOSITION: **Discussion Item**

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

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**BACKGROUND:**

School Board Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse, was reviewed by the Policy Committee and the administration. It is being presented for a first reading.

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected child neglect or physical or sexual abuse.

**RECOMMENDATION:**

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 8, 2014 School Board meeting agenda or a subsequent meeting.

*Adopted: April 29, 1996*  
*Revised: September 9, 2002*  
*Revised: January 10, 2005*  
*Revised: May 12, 2008*  
*Revised: January 11, 2010*  
*Revised: October 11, 2010*  
*Revised: November 14, 2011*

**White Bear Lake Area School District #624 Policy 414**

*Annual Review: September 10, 2012*  
*Annual Review: December 9, 2013*

**414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE**

**I. PURPOSE**

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected child neglect or physical or sexual abuse.

**II. GENERAL STATEMENT OF POLICY**

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.556 requiring school personnel to report suspected child neglect or physical or sexual abuse.
- B. A violation of this policy occurs when any school personnel fails to report instances of child neglect or physical or sexual abuse when the school personnel knows or has reason to believe a child is being neglected or physically or sexually abused or has been neglected or physically or sexually abused within the preceding three years.

**III. DEFINITIONS**

- A. “Accidental” means a sudden, not reasonably foreseeable, and unexpected occurrence of an event which:
  - 1. is not likely to occur and could not have been prevented by exercise of due care; and
  - 2. is occurring while a child is receiving services from a facility, happens when the facility and the employee or person providing services in the facility are in compliance with the laws and rules relevant to the occurrence of the event.
- B. “Child” means a person under the age of 18, and, for purposes of Minn. Stat. Ch.260C (Child Protection and Minn. State. Ch. 260D (Child in Voluntary Foster Care for Treatment), includes an individual under age 21 who is in foster care.
- C. “Immediately” means as soon as possible, but in no event longer than 24 hours.

- D. “Mandated reporter” means any school personnel, as defined in this policy, who knows or has reason to believe a child is being neglected or physically or sexually abused, or has been neglected or physically or sexually abused within the preceding three years.
- E. “Mental Injury” means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child’s ability to function within a normal range of performance and behavior with due regard to the child’s culture.
- F. “Neglect” means the commission or omission of any of the acts specified below, other than by accidental means:
1. failure by a person responsible for a child’s care to supply a child with necessary food, clothing, shelter, health, medical, or other care required for the child’s physical or mental health when reasonably able to do so, including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;
  2. failure to protect a child from conditions or actions that seriously endanger the child’s physical or mental health, when reasonably able to do so;
  3. failure to provide for necessary supervision or appropriate child care arrangements after considering factors such as the child’s age, mental ability and physical condition; the length of absence, or environment, when the child is unable to care for his or her own basic needs or safety or the basic needs or safety of another child in his or her care;
  4. failure to ensure that a child is educated in accordance with state law, which does not include a parent’s refusal to provide his or her child with sympathomimetic medications;
  5. prenatal exposure to a controlled substance used by the mother for a nonmedical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the mother at delivery or the child’s birth, or medical effects or developmental delays during the child’s first year of life that medically indicate prenatal exposure to a controlled substance or the presence of a fetal alcohol spectrum disorder;
  6. medical neglect as defined by Minn. Stat. § 260C.007, subd. 4, Clause (5);
  7. chronic and severe use of alcohol or a controlled substance by a parent or person responsible for the care of the child that adversely affects the child’s basic needs and safety; or
  8. emotional harm from a pattern of behavior which contributes to impaired emotional functioning of the child which may be demonstrated by a



substantial and observable effect in the child's behavior, emotional response, or cognition that is not within the normal range for the child's age and stage of development, with due regard to the child's culture.

Neglect does not include spiritual means or prayer for treatment or care of disease where the person responsible for the child's care in good faith has selected and depended on those means for treatment or care of disease, except where the lack of medical care may cause serious danger to the child's health.

- G. "Person responsible for the child's care" means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employees or agents, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.
- H. "Physical abuse" means any physical injury, mental injury, or threatened injury, inflicted by a person responsible for the child's care other than by accidental means; or any physical or mental injury that cannot reasonably be explained by the child's history of injuries or any aversive or deprivation procedures, or regulated interventions, that have not been authorized by Minn. Stat. § 121A.67 or § 245.825.

Abuse does not include reasonable and moderate physical discipline of a child administered by a parent or legal guardian which does not result in an injury. Abuse does not include the use of reasonable force by a teacher, principal, or school employee as allowed by Minn. Stat. § 121A.582.

Actions which are not reasonable and moderate include, but are not limited to, any of the following that are done in anger or without regard to the safety of the child; (1) throwing, kicking, burning, biting, or cutting a child; (2) striking a child with a closed fist; (3) shaking a child under age three; (4) striking or other actions which result in any nonaccidental injury to a child under 18 months of age; (5) unreasonable interference with a child's breathing; (6) threatening a child with a weapon, as defined in Minn. Stat. § 609.02, Subd. 6; (7) striking a child under age one on the face or head; (8) purposely giving a child poison, alcohol, or dangerous, harmful, or controlled substances which were not prescribed for the child by a practitioner, in order to control or punish the child, or giving the child other substances that substantially affect the child's behavior, motor coordination, or judgment or that result in sickness or internal injury, or subject the child to medical procedures that would be unnecessary if the child were not exposed to the substances; (9) unreasonable physical confinement or restraint not permitted under Minn. Stat. § 609.379 including, but not limited to, tying, caging, or chaining; or (10) in a school facility or school zone, an act by a person responsible for the child's care that is a violation under Minn. Stat. § 121A.58.

- I. “School personnel” means professional employee or a professional’s delegate of the school district who provides health, educational, social, psychological, law enforcement or child care services.
- J. “Sexual abuse” means the subjection of a child by a person responsible for the child’s care, by a person who has a significant relationship to the child (as defined in Minn. Stat. § 609.341, Sub. 15), or by a person in a position of authority (as defined in Minn. Stat. § 609.341, Subd. 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such acts include sexual penetration as well as sexual contact. Sexual abuse also includes any act involving a minor which constitutes a violation of Minnesota statutes prohibiting prostitution, or use of a minor in a sexual performance. Sexual abuse includes threatened sexual abuse which includes the status of a parent or household member who has committed a violation which requires registration under Minn. Stat. § 243.166.Subd. 1B(s) or (b) (Registration of Predatory Offenders).
- K. “Threatened injury” means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child’s care who has subjected the child to, or failed to protect a child from, egregious harm, or a person whose parental rights were involuntarily terminated, been found palpably unfit, or one from whom legal and physical custody of a child has been involuntarily transferred to another.

#### **IV. REPORTING PROCEDURES**

- A. A mandated reporter as defined herein shall immediately report the neglect or physical or sexual abuse, which he or she knows or has reason to believe is happening or has happened within the preceding three years, to the building principal or appropriate administrator and the local welfare agency, police department or county sheriff, or agency responsible for assisting or investigating maltreatment.
- B. If the immediate report has been made orally, by telephone or otherwise, the oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff or local welfare agency, or agency responsible for assisting or investigating maltreatment. The written report shall identify the child, any person believed to be responsible for the abuse or neglect of the child, the nature and extent of the abuse or neglect and the name and address of the reporter.
- C. Regardless of whether a report is made, as soon as practicable, after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident has occurred and may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.

- ~~C.~~**D.** A mandated reporter who knows or has reason to know of the deprivation of parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.
- ~~D.~~**E.** With the exception of a health care professional or a social service professional who is providing the woman with prenatal care or other health care services, a mandated reporter shall immediately report to the local welfare agency if the person knows or has reason to believe that a woman is pregnant and has used a controlled substance for a nonmedical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.
- ~~E.~~**F.** A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, including possible termination of employment.
- ~~F.~~**G.** Submission of a good faith report under Minnesota law and this policy will not adversely affect the reporter's employment or the child's access to school.
- ~~G.~~**H.** Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The reckless making of a false report may also result in employee discipline.

## **V. INVESTIGATION**

- A.** The responsibility for investigating reports of suspected neglect or physical or sexual abuse rests with the appropriate county, state, or local agency or agencies. The agency responsible for assessing or investigating reports of child maltreatment has the authority to interview the child, the person or persons responsible for the child's care, the alleged perpetrator, and any other person with knowledge of the abuse or neglect for the purpose of gathering the facts, assessing safety and risk to the child, and formulating a plan. The investigating agency may interview the child at school. The interview may take place outside the presence of a school official. The investigating agency, not the school, is responsible for either notifying or withholding notification of the interview to the parent, guardian or person responsible for the child's care. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded.
- B.** When the investigating agency determines that an interview should take place on school property, written notification of intent to interview the child on school property will be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school property.

- C. Except where the alleged perpetrator is believed to be a school official or employee, the time and place, and manner of the interview on school premises shall be within the discretion of school officials, but the local welfare or law enforcement agency shall have the exclusive authority to determine who may attend the interview. The conditions as to time, place, and manner of the interview set by the school officials shall be reasonable and the interview shall be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school officials and the local welfare or law enforcement agency. Every effort must be made to reduce the disruption of the educational program of the child, other students, and/or school employees when an interview is conducted on school premises.
- D. Where the alleged perpetrator is believed to be a school official or employee, the school district shall conduct its own investigation independent of MDE and, if involved, the local welfare or law enforcement agency.
- E. Upon request by MDE, the school district shall provide all requested data that are relevant to a report of maltreatment and are in the possession of a school district, pursuant to an assessment or investigation of a maltreatment report of a student in school. The school district shall provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

## **VI. MAINTENANCE OF SCHOOL RECORDS CONCERNING ABUSE OR POTENTIAL ABUSE**

- A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school property, written notification of the agency's intent to interview on school property must be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct the interview. The notification shall be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.
- B. All records regarding a report of maltreatment, including any notification of intent to interview which was received by the school as described above in VI. Paragraph A. shall be destroyed by the school only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

## **VII. PHYSICAL OR SEXUAL ABUSE AS SEXUAL HARASSMENT OR VIOLENCE**

Under certain circumstances, alleged physical or sexual abuse may also be sexual harassment or violence under Minnesota law. If so, duties relating to the reporting and investigation of such harassment or violence may be applicable.

## **VIII. DISSEMINATION OF POLICY AND TRAINING**

- A. This policy shall appear in school personnel handbooks.
- B. The school district shall have a method of discussing this policy with school personnel.
- C. This policy shall be reviewed at least annually for compliance with state law.

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.58 (Corporal Punishment)  
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)  
Minn. Stat. § 121A.67 (Aversive and Deprivation Procedures)  
Minn. Stat. § 243.166, Subd. 1b(a-b) (Registration of Predatory Offenders)  
Minn. Stat. § 245.825 (Use of Aversive or Deprivation Procedures)  
Minn. Stat. § 260C.007, subd. 4, clause (5) (Child in Need of Protection)  
Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)  
Minn. Stat. § 260D (Child in voluntary Foster Care for Treatment)  
Minn. Stat. § 609.02, subd. 6 (Definitions – Dangerous Weapon)  
Minn. Stat. § 609.341, subd. 10 (Definitions – Position of Authority)  
Minn. Stat. § 609.341, subd. 15 (Definitions – Significant Relationship)  
Minn. Stat. § 609.379 (Reasonable Force)  
Minn. Stat. § 626.556 *et seq.* (Reporting of Maltreatment of Minors)  
Minn. Stat. § 626.5561 (Reporting of Prenatal Exposure to Controlled Substances)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

**Cross References:** WBLASB Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

**AGENDA ITEM:** **Policy 494, Use of Electronic Communication and Recording Devices**

**DATE:** **November 10, 2014**

**SUGGESTED DISPOSITION:** **Discussion Item**

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

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**BACKGROUND:**

School Board Policies 494, Use of Electronic Communication and Recording Devices, is a new policy. This policy was reviewed by the Policy Committee and the administration. It is being presented for a first reading.

The purpose of this policy: Students and staff members should not be subject to video or audio recording for any purpose without the consent of the student, the student's parent or guardian and/or the staff member, except as authorized by this policy. In addition to protecting the privacy rights of students and staff members, the school district recognizes that such recordings can be disruptive to educational programming, the school and/or the work environment. Further, such recordings can be harassing and/or intimidating to the individual subject(s) of the recording.

**RECOMMENDATION:**

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 8, 2014 School Board meeting agenda or a subsequent meeting.

***Policy Meeting 9-18-14 and 10-21-14***

*Adopted:*

*Revised:*

*White Bear Lake Area  
School Board Policy 494*

**New Policy**

**494 USE OF ELECTRONIC COMMUNICATION AND RECORDING DEVICES**

**I. PURPOSE**

Students and staff members should not be subject to video or audio recording for any purpose without the consent of the student, the student's parent or guardian and/or the staff member, except as authorized by this policy. In addition to protecting the privacy rights of students and staff members, the school district recognizes that such recordings can be disruptive to educational programming, the school and/or the work environment. Further, such recordings can be harassing and/or intimidating to the individual subject(s) of the recording.

**II. GENERAL STATEMENT OF POLICY**

**A. Recordings Made By the School District**

The School District may make audio or video recordings, as permitted by law and school district policy, to provide security, to maintain order, for professional staff development use or for other purposes related to furthering its educational mission. This may include the use of audio and/or video recording equipment in school buildings and on school district transportation vehicles.

**B. Recordings Made By School District Staff Members, Students, Parents/Guardians, and Visitors**

1. Except as otherwise provided in this policy, individual staff members, students, parents/guardians and/or visitors may not make audio or video recordings of staff members and/or students on school district property or at school related functions without prior permission from the building principal or designee except when such recordings are used for instructional purposes and are directly related to the staff member's duties or a pre-approved class assignment of a student or are otherwise beneficial to or consistent with legitimate educational interests of the school district.
2. Staff members, students, parents/guardians and/or visitors shall not install or use any audio or video recording device for the purpose of photographing or recording sounds or events without the knowledge and consent of the person(s) subject to the recording.

3. This policy is not intended to and does not prohibit the video or audio recordings of students, staff members, parents/guardians and/or visitors while participating in a curricular, extracurricular or school sponsored activity that is open to the general public (e.g. sporting events, concerts, graduation ceremonies).
4. This policy is not intended to and does not prohibit the appropriate use of recording devices for authorized or approved official curricular or school-sponsored co-curricular or extra curricular activities such as yearbook photographs, staff-approved classroom activities and school or district sponsored dramatic production activities.

### **III. DEFINITIONS**

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

- A. “Audio Recording” means registering sounds on tape, digitally or by other mechanical or electronic means.
- B. “On school district property or at school-related functions” means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also means a student’s walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting recordings at these locations and events, the School District does not represent that it will provide supervision or assume liability at these locations and events.
- C. “Video Recording” means registering visual images on film, tape, digitally or by other mechanical means, including video/moving and still images.

### **IV. VIOLATIONS**

- A. The Human Resources Director, the building principal or their designee shall be responsible for receiving reports of violations of this policy. Any person may also report a violation of this policy directly to the superintendent.
- B. Upon receipt of a complaint or report of a violation of this policy, the district shall undertake an investigation by school district officials or authorize a third party investigation as designated by the school district.



- C. Upon completion of the investigation, the school district shall take appropriate action toward the student and/or staff member who is found to have violated this policy. Such action may include, but is not limited to: warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act, and school district policies and regulations.
- D. The school district is not authorized to disclose private educational or personnel data regarding a report of alleged allegation of this policy, but may notify the alleged victim of remedial action taken, to the extent permitted by law.
- E. To the extent permitted by law, violations of this policy may result in confiscation of the recording and/or recording device.
- F. Parents/guardians and/or visitors who violate this policy may be denied permission to visit a school or school property or such permission may be revoked if the parent/guardian and/or visitor does not comply with this policy. In addition, an individual who is denied permission to enter school property based upon a violation of this policy may be reported to law enforcement and may be guilty of criminal trespass and thus subject to criminal penalty. Such persons may be detained by the school principal or designee in a reasonable manner for a reasonable period of time pending the arrival of law enforcement.

## V. DATA PRIVACY

Recordings made by or on behalf of school district personnel shall comply with and be maintained in conformance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 and the Family Educational Rights and Privacy Act, 20 U.S.C. §1232g and the rules and/or regulations promulgated thereunder.

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. §609.605, subd. 4 (Trespass on School Property)  
Minn. Stat. §609.746 (Interference with Privacy)  
Minn. Stat. §626A.02 (Interception and Disclosure of Wire, Electronic, or Oral Communication prohibited)  
Minn. Rules Parts 1205.0010-1205.2000 (Data Practices)  
20 U.S.C. §1232g (Family Educational Rights and Privacy Act)  
34 C.F.R. §§99.1-99.67 (Family Educational Rights and Privacy)

**Cross References:** Policy 209 (Code of Ethics)  
Policy 215 (School Board member Code of Conduct)  
Policy 306 (Administrator Code of Conduct)

Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
Policy 406 (Public and Private Personnel Data)  
Policy 498 (Respectful Workplace)  
Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)  
Policy 506 (Student Discipline)  
Policy 514 (Bullying Prevention Policy)  
Policy 515 (Protection and privacy of Pupil Records)  
Policy 524 (Electronic Technologies Acceptable Use)  
Policy 711 (Video Recording on School Buses)  
Policy 712 (Video Surveillance Other Than on Buses)

**AGENDA ITEM:** **Policy 650, Service Animals on School Property**

**DATE:** **October 13, 2014**

**SUGGESTED DISPOSITION:** **Discussion Item**

**CONTACT PERSON(S):** **Kathleen Daniels, Director of Special Services**

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**BACKGROUND:**

School Board Policies 650, Service Animals on School Property, is a new policy. This policy was reviewed by the Policy Committee and the administration. It is being presented for a first reading.

The purpose of this policy is to establish guidelines and procedures for the use of service animals in the White Bear Lake Area school district, including school buildings, vehicles, and other property.

**RECOMMENDATION:**

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the December 8, 2014 School Board meeting agenda or a subsequent meeting.

## **NEW POLICY**

*Adopted:*  
*Revised:*

*White Bear Lake Area School District Policy 650*

### **650 SERVICE ANIMALS ON SCHOOL PROPERTY**

#### **I. PURPOSE**

- A. The purpose of this policy is to establish guidelines and procedures for the use of service animals in the White Bear Lake Area school district, including school buildings, vehicles, and other property.

#### **II. GENERAL STATEMENT OF POLICY**

- A. Pursuant to the Americans with Disabilities Act (ADA), Individuals with Disabilities in Education Act (IDEA), Section 504 of the Rehabilitation Act, and other federal and state laws, service animals, under appropriate circumstances, must be allowed to accompany students and employees in public school buildings, vehicles and other property. Accordingly, the school district will comply with all applicable laws governing service animals.
- B. It is recognized that service animals are not pets or comfort animals but perform valuable functions and are trained to do important tasks for individuals with disabilities.
  - a. Use of a service animal by a student with a disability will be allowed in school when it has been determined that the student's disability requires such use for the student to have equal access to and benefit from the services, programs, or activities offered by the school.
  - b. Use of a service animal by an employee with a disability will be allowed when such use is necessary to enable the employee to perform essential functions of his/her position, or to enable the employee to enjoy equal benefits and privileges of employment as are being enjoyed by other similarly situated employees without disabilities.

#### **III. DEFINITIONS**

- A. Comfort animal or pet – Animal whose sole function is to provide emotional support, comfort, companionship, therapeutic benefits, or to promote emotional well-being. Such animals shall not be considered to be service animals.
- B. Handler– Person with a disability who is accompanied by a service animal.

- C. Service animal – Dog or miniature horse that is trained, or is in the process of being trained, to do work or perform tasks for the benefit of a person with a disability. The work or tasks performed must be directly related to the handler's disability.
- a. Such tasks include, but are not limited to, guiding individuals with impaired vision; alerting individuals with impaired hearing; providing minimal protection or rescue work; pulling a wheelchair; fetching dropped items; assisting a person during a seizure; alerting a person to the presence of allergens; providing physical support and assistance with balance or stability; or helping persons with psychiatric or neurological disabilities by preventing or interrupting impulsive or destructive behaviors.
  - b. Service animals do not include wild animals (including non-human primates born in captivity), farm animals (including any breed of goat or pig), reptiles, rabbits, ferrets, amphibians, rodents, comfort animals, or pets.
- D. Trainer – Person who is affiliated with a reputable training program for service animals and is training a service animal to do work or perform tasks for the benefit of a person with a disability.

#### **IV. PROCEDURES**

- A. Notification required: There is no automatic right for a student or staff member to be accompanied by a service animal in the school or school district setting. A service animal may not be on school district property without approval from district administration. No fewer than three weeks prior (whenever possible) to the placement of a service animal, the parent/guardian, adult student or staff member will provide district administration a letter from their health care provider regarding the need for a service animal. This letter shall identify and describe the need for the service animal as it relates to the student or staff member's disability and describe the manner in which the service animal meets the individual's need(s).
- B. Initial meeting: After receiving notification of the need for a service animal, parties, including, where possible, the student, parent/guardian and/or staff member, district administration (such as building principal), and other appropriate parties (such as members of an IEP team) shall meet. During this meeting the request shall be evaluated and a decision regarding the request for the student or staff member to have the use of the service animal during the school day, at school activities or at the workplace will be made. This evaluation may include a request to formally assess the student's or employee's needs that might explore alternate methods of accommodation. The school district may require a meeting with and/or request additional documentation from the student's health care provider. District administration may also gather information about the service

animal, including details about the tasks the service animal has been trained to perform.

- C. Plan: Upon approval of the service animal, a plan will be developed by the parent/guardian, adult student or staff member and district administration, including the student's IEP team, where appropriate. At a minimum, the plan shall include: identification of handler; alternate person at school who can give commands to the service animal should the need arise; frequency which the service animal will be on school property; specific needs and/or issues related to a service animal in a school setting; annual communication plan to inform students, parents/guardians, and community members of the service animal, including an opportunity to identify issues and concerns; and procedures to introduce the service animal into the school environment. This plan and approval of the service animal is subject to periodic review, revision, or revocation by district administration.
- D. Removal: The district may require a handler or trainer to remove a service animal from district property, a district vehicle, or a school-sponsored event or activity if: The service animal is out of control and the handler does not take effective action to control it; the service animal poses a direct threat to the health and safety of others that cannot be eliminated by reasonable modifications; the animal is not housebroken; or the animal's presence or behavior fundamentally interferes with the functions of or requires fundamental alteration to district programs.
  - a. When there is a legitimate reason to ask that a service animal be removed:
    - i. The handler or trainer may choose to remain on district property, in the district vehicle, or at the school-sponsored event or activity, unless the handler or trainer has violated a law or school regulation that would warrant the removal of the handler or trainer.
    - ii. The person with the disability shall be offered an opportunity to obtain goods and services without the animal's presence.
  - b. If a district administrator recommends excluding, limiting, or removing a service animal, the administrator shall convene a meeting to discuss the reason(s) that require the exclusion, limitation, or removal and any alternate methods or actions may resolve the problem(s).
  - c. A student or staff member with a service animal who is aggrieved by a decision to remove, limit, or exclude a service animal may appeal that decision to the superintendent of the school district. Such an appeal must provide written, detailed information regarding the basis of the appeal.

## **V. SERVICE ANIMAL REQUIREMENTS**

- a. Appropriately trained: Prior to placement in the school building, the school district shall be provided a letter or identification card to demonstrate that the service animal has been trained to perform work or tasks by a reputable agency.
- b. Service animal standards of behavior: The service animal must not disrupt or interfere with the learning or work environment. Requirements for the service animal include the following. The animal:
  - i. must be clean, well-groomed, and not odorous; animal must be under the control of its handler;
  - ii. does not urinate or defecate in inappropriate locations;
  - iii. and/or the animal's conduct does not disrupt the normal course of school business;
  - iv. works without unnecessary vocalization;
  - v. shows no aggression;
  - vi. does not solicit or steal food or other items;
  - vii. has been specifically trained to perform its duties in public and is accustomed to being in public;
  - viii. must be able to lie quietly beside the handler without blocking walkways or exits; and
  - ix. must stay within close proximity of the handler at all times unless the nature of a specific task requires it to be working at a greater distance.

## **VI. HANDLER RESPONSIBILITIES**

- a. Care and supervision: A handler or trainer who is accompanied by a service animal is solely responsible for the care and supervision of the service animal, including, but not limited to, feeding, watering, exercising, cleaning, and toileting. Neither the district nor its staff will assume any such responsibilities.
  - i. The handler or trainer of the service animal shall be liable for any damage to persons, premises, property, or facilities caused by the service animal, including, but not limited to, clean up and stain removal.
- b. Control of service animal: Every handler or trainer who is accompanied by a service animal is responsible for ensuring that the service animal can be properly harnessed, leashed, or otherwise properly restrained so the handler or trainer can maintain control of the service animal purposefully moving machinery. Determination of whether to limit or exclude access of a service animal to specific programs or areas of the school facility will be made on a case-by-case basis.
- c. Service animals in school district vehicles: Service animals will only be allowed in school district transportation vehicles when it has been determined that the service animal is a necessary part of a transportation accommodation; the inclusion of the service animal is documented on a special transportation form; and the service animal is under the control of the handler at all times, including

when entering and exiting the vehicle.

- i. Arrangements for the transportation of students with service animals shall be initiated by district administration through the school district's Director of Transportation.
- d. Service animals at public events: Handlers and trainers may be accompanied by a service animal while on district property for events that are open to the public. The right of access does not extend to schools generally or to other activities that are not open to the general public. School administrators may inquire of the handler or trainer whether the animal is required because of a disability and the specific tasks that the animal has been trained to perform, but shall not ask questions about the individual's disability.

## **VII. EXPECTATIONS**

- a. Seek permission: Students, parents/guardians, and staff should not feed or pet a service animal without permission from the handler or trainer. In addition, students, parents/guardians, and staff generally should not seek to separate a service animal from its handler or trainer.
- b. Allergies and other medical issues: Students or staff members with allergies or medical issues that are impacted by animals should contact the building principal to convene a meeting. The meeting will consider the conflicting needs and accommodations of all persons involved and will work to balance the rights of all individuals. Generally, allergies that are not life threatening are not a valid reason for prohibiting the presence of a service animal.
  - i. If a student or a staff member assigned to the classroom in which a service animal is permitted suffers a severe allergic reaction to the animal, the handler or trainer will be required to move the animal to a different location designated by the building principal and an alternate plan will be developed with appropriate district staff.
  - ii. If an individual on school transportation suffers an allergic reaction to a service animal, an alternate transportation plan will be developed with appropriate staff and parent/guardian of the student.

## **VIII. LIABILITY**

The staff member, student/parent/guardian, handler, or trainer is liable for any and all damage to district or personal property and any and all injuries to individuals caused by their service animal. The staff member or student/parent who uses a service animal on school district property will hold the district harmless and indemnify the district from any such damages. The staff member or family who owns the service animal and who are the certified handlers will provide the district evidence of liability insurance for the service



animal. The amount of coverage required shall be determined by the school district. When school staff members provide services to the student, and, as part of this service, give commands to the student's service animal, these staff members are acting as district employees and will be covered for liability through the school district.

References: Minn. Stat. § 363A.19  
Minn. Stat. § 256C.02  
28 C.F.R. § 36.104

# **E. OPERATIONAL ITEMS**

AGENDA ITEM: **New Course Proposals**

MEETING DATE: **November 10, 2014**

SUGGESTED DISPOSITION: **Agenda Item**

CONTACT PERSON(S): **Lisa Switzer, Curriculum & Program Development  
Coordinator**  
**Sara Paul, Assistant Superintendent**  
**Dr. Michael J. Lovett, Superintendent**

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**Background:**

Annually the Teaching and Learning Department works closely with our secondary principals regarding proposed changes and programming for the following year. This process includes careful evaluation of programs that should be phased out or eliminated; programs or classes proposed for revision; and programs or classes proposed as additions. As we review these changes, we will review the nature of the change and ramifications through a thorough process.

This evening's new course proposals were reviewed and recommended by secondary principals, Community Curriculum Advisory Committee and district administration. They were discussed during the October 27, 2014 School Board Work Study.

**Recommendation:**

Administration recommends that the School Board approve the course proposals, modifications and deletions.

# **BACKGROUND:**

The following are the new course proposals and proposed course changes for the 2015-2016 school year.

<b>New Courses</b>			
<b>Dept.</b>	<b>Course Title</b>	<b>Rationale</b>	<b>Course description</b>
Technology Education	Manufacturing and Applied Engineering 1 (Semester, grades 11-12)	A manufacturing and applied engineering course sequence is needed to meet the changing demands and skills required in manufacturing and engineering careers. A sequence of courses would provide job shadowing, internships, certifications, and preparation for post secondary college degrees. Aligns with our district World's Best Work Force Plan.	This course will build a foundation for additional training opportunities in machining, manufacturing and engineering careers. Instructional areas will include accuracy of print reading, use of precision measuring instruments, use of Computer Aided Design and Modeling, and benchwork applications and operations. These technical skills are a necessity for any student who has a desire to enter many engineering or manufacturing careers. The Manufacturing and Applied Engineering 1 and 2 sequence will allow students to gain the skills required for a National Institute for Metalworking Skills (NIMS) Level 1 credential.
Technology Education	Manufacturing and Applied Engineering 2 (Semester, grades 11-12)	The Manufacturing and Applied Engineering 1 and 2 sequence will allow students to gain the skills required for a National Institute for Metalworking Skills (NIMS) Level 1 credential.	The second in a series of courses designed to build skill sets that will help students enter manufacturing and applied engineering careers. Students will experience applications to bench work and CNC machining. Students will gain industry experience through career shadowing with local White Bear Lake Industries. This course combined with Manufacturing and Applied Engineering 1 will allow students to test their knowledge and skills to qualify for the National Institute for Metalworking Skills (NIMS) Level 1 credential. Course Prerequisite: Manufacturing and Applied Engineering 1
Social Studies	Global Contemporary Issues (Semester, grades 11-12)	Strategic Initiative 2 states, "We will create and implement a plan for global experiences and relationships to further understand world connections." This course would compliment existing courses and help us to achieve this goal. We would not be alone in recognizing this need as East Metro districts with similar courses include Mahtomedi, Roseville, Moundsview, Centennial, Forest Lake, North St. Paul. West Metro districts such as Minnetonka, Eden Prairie and Wayzata also offer a modern world elective course.	This course will focus on 20th & 21st century modern history, looking specifically at global conflict and global relationships in our increasingly interconnected world. Students will examine modern global conflict and patterns, developing the skills necessary to be a successful participant in the global economy. As a result of this course, students will be able to make sense of current news events and their significance. Students will also collaborate with students from sister schools in China, France and Germany.

Language Arts (p. 27)	CIS WRIT 1201/1301 Writing (year, grade 12)	South Campus currently offers eCIS 1201 as a full year course. This course allows students to earn 4 college credits. The University of MN has offered South Campus the opportunity to combine 1201 with 1301. Students would have the potential to earn a total of eight college credits (including 4 college level composition). Due to recent improvements in our college readiness programs, content formally taught in eCIS 1201 is no longer necessary.	WRIT 1201 is a four credit University of Minnesota writing course. The topic of reading and writing in this course focuses on education. Students will have opportunities to reflect on personal experiences in education. Students will research topics in education, reflect upon the experiences of others and critique ideas provided by experts regarding American education. Students will offer recommendations for changing education. Students will build a solid foundation for college-level writing. WRIT 1301 is a four credit University of Minnesota course involving critical reading, writing, and thinking as students practice the types of academic writing they may expect in their college career, such as summaries, essays, academic arguments, bibliographies, and research papers. The course is designed to help students develop a clear thesis in a written paper and support that thesis with appropriate sources, evidence, and documentation. Time is spent discussing rhetorical elements of writing such as audience, purpose, and argumentative structure. In addition, students practice steps in the writing process such as invention, research, organization, drafting, revision, and editing. Students report, synthesize, and draw conclusions regarding the significance of what they read. Students become aware of the linguistic and rhetorical choices they can make in their writing.
Language Arts	Critical Reading (Semester, grade 12)	While critical reading is embedded in many language arts courses, this course would provide students with structured opportunities to hone their critical reading skills by encouraging them to seek relevancy in texts and by focusing on independent skills.	This course is for average and above-average students who are motivated to improve their critical reading skills. The course is individualized, and students will have the opportunity to choose from a variety of fiction and non-fiction texts to practice the targeted skills. Units include strategies for comprehension, vocabulary development, digital versus traditional fluency, note taking, tools for reading textbooks, test taking, time management, goal setting, organizational skills, and recreational reading. This course encourages students to analyze individual growth and to set learning targets based on individual needs.
Language Arts	Public Speaking (Semester, grade 12)	While many of our language arts courses include public speaking, our current Language Arts curriculum does not offer a course that focuses on public speaking. In addition, it would reinforce the writing process and skills taught in earlier grades, leading students to greater competence as writers and communicators to improve college and career readiness. In a recent student interest survey, Over 20 percent of surveyed Juniors indicated interest in a public speaking course.	Through close analysis of verbal and nonverbal communication techniques as well as writing and performing public speeches, students will expand their knowledge of public speaking as well as their interpersonal and group communication skills. With a strong emphasis on peer analysis and evaluation, students will learn how to write, revise, and perform speeches to communicate effectively with many audience.
NORTH CAMPUS	9th grade seminar (part of 9th grade academy) (year, grade 9)	9th grade academy is a new structure that would help us to support struggling students. Students would attend seminar, language arts, science and social studies as a cohort. Seminar would give them the additional support to be successful in their other courses. Student selection into 9th grade academy is based on criteria set by administration, counselors and teachers.	Seminar 9 is a required course for students who are selected and choose to enroll in 9th grade academy. This course will emphasize organization and study skills along with reading and writing skills.

World Language (p. 52-54)	CIS Advanced Sign Language I (CDIS 207) (year, grades 11-12)	CIS courses are the logical next step for the ASL progression. Spanish, French and German offer CIS courses for 11th and 12th grade students.	Prerequisite: High School ASL 1 and 2 with teacher recommendation Students who qualify for this course will have the opportunity to earn 3 semester credits through Minnesota State University, Mankato. Content will include information about culture and history of American Deaf people, ASL Literature, grammar study and extensive proficiency based activities.
World Language (p. 52-54)	CIS Advanced Sign Language II (CDIS 208) (year, grades 11-12)	CIS courses are the logical next step for the ASL progression. Spanish, French and German offer CIS courses for 11th and 12th grade students.	Prerequisite: CIS Advanced Sign Language I or High School ASL 3 with teacher recommendation Level: Advanced Students who qualify for this course will have the opportunity to earn 3 semester credits through Minnesota State University, Mankato.. Content will include information about culture and history of American Deaf people, ASL literature, grammar study and extensive proficiency based activities.
World Language (p. 52-54)	Chinese 4 (year, grades 11-12)	This course would allow options for students who have completed Chinese 3 and is the next step in the sequence.	Students will develop greater skill in expressing and understanding oral and written Chinese. Chinese 4 is the appropriate choice for students who want a more comprehensive foundation before taking CIS CHN 1011, or for students who need additional practice before meeting the rigorous demands of CIS CHN 1011 yet want to continue the advanced study of Chinese.
Middle Schools	AVID 7 (year, grade 7)	A seventh grade AVID course would extend the current eighth grade offering. AVID programming dovetails with the expectations outlined in the World's Best Workforce. The instructional strategies used in AVID are easily transferable to other courses and considered instrumental in our work toward reducing the achievement gap. In addition, the components of AVID programming fit with the instructional design of our International Baccalaureate programming. The changes in World Best Workforce expectations provide further systems integration as part of the larger AVID programming with the high school. This course does not specifically replace an existing course. However seventh grade students who choose AVID will choose to delay one of two sets of elective courses, World Language/ Design and Modeling II /Health or Art/ Band/Choir/ Physical Education. As with eighth grade AVID, schools will work with parents and students to make the decision about which of these electives is most appropriate for college readiness.	Advancement Via Individual Determination is an elective course for students in the academic middle who have the desire and determination to prepare for admission to four-year universities and colleges. The class provides students with the academic and motivational support to succeed in rigorous curriculum, which teaches higher level reading, writing, organizational skills and study skills. Students will engage in inquiry-based pedagogy and collaboration in this system that focuses on the needs of students which will cultivate increased knowledge and preparedness for college.

Mathematics	ESPY 3264: Basic and Applied Statistics (Semester, grades 11-12)	This course would replace Statistics A at South Campus with a course taught in conjunction with the University of Minnesota. Students who could not take AP Statistics due to lack of room in their schedule or lack of math confidence could still earn college credit. The course is designed to have a low math prerequisite (Algebra 2) but high expectations with regard to student assignment completion and effective group work. This course is taught through group work in modeling and experimentation. This course targets the "middle 50%" of students, offering more students an opportunity to earn math college credit.	This course meets a University of Minnesota liberal education requirement in mathematical thinking. The course emphasizes understanding and applying of statistical concepts and procedures. Visual and quantitative methods for analyzing data are presented with a focus on inference. Students will have an understanding of the foundational concepts of data, variation, and inference and an appreciation for the role of statistics in business, economics, law, medicine and other disciplines. The class emphasizes group work, discussions, and technology to deepen understanding. Students are dually enrolled at the University of Minnesota and WBLAHS. A semester grade will be recorded at both institutions.
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Grade Change						
Department	Course Title	Current grades	Requested grades	term	Rationale	Course Description
Mathematics	Algebra 3 with Analytic Geometry (p. 30)	9-10	9-12	year	South Campus is looking to provide a rigorous, year-long mathematics course for students who need to increase their Algebra skills before taking Precalculus. South Campus would add Algebra 3 with Analytic Geometry (1 credit class) as an option for students in that math track. Currently this course is offered at North Campus only.	Through an examination of trigonometry, complex functions and in-depth study of high level symbolic manipulation, students will further enhance their mathematical confidence and reasoning ability. Students will also be exposed to pre-calculus topics including function theory, polynomial functions, and exponential and logarithmic functions. In addition, students will explore Analytic Geometry in connection with algebraic concepts.

Name Changes					
Department	Current Course Title	Requested Course Title	Term	Grade	Rationale
Social Studies	American History 7	United States History 7	Year	7	United States History is a better description of the course which is limited to the history of the United States.
Social Studies	Enriched American History 7	Enriched United States History 7	Year	7	
Language Arts	Yearbook/ Newspaper (p. 27)	Publications	year	11-12	The course name change reflects the evolution in the communications career path, which now includes traditional journalism skills (photography, interviewing and writing skills, layout and design) and integrated marketing, communications and public relations. The intent is to offer a well rounded communications careers course, and allow students opportunities to participate in various WBL publications. This elective course is designed for students with a strong interest in writing and a commitment to being on a White Bear Lake publication, including the Matoskan (yearbook) and/or Bear Tracks (newspaper).

Deletions				
Department	Course Title	Term	Grade Level	Rationale
Language Arts	Senior GRAD Reading course	semester	12	Senior GRAD reading served a small population of students.
Language Arts( p. 26)	World Literature: Analysis of Social/Political Context	semester	12	One section of this course has been offered most years. The language arts courses being proposed would better align with strengthening specific skills as outlined by Minnesota language arts standards.
Language Arts(p. 26)	World Literature: Dramatic Analysis	semester	12	Low enrollment 0-15, new offerings more relevant. Zero to one section of this course are offered annually.
Language Arts(p. 27)	Newspaper	semester	11/12	included in restructure of yearbook class
Technology Education (p. 50)	Advanced Graphic Arts	semester	11/12	This course has not had sufficient enrollment for a stand alone course for several years.
Technology Education (p. 49)	Cabinetmaking and woodworking 3	semester	11/12	This course has not had sufficient enrollment for a stand alone course for several years.
Mathematics	Statistics A	semester	11/12	This course would be replaced contingent upon approval of ESPY 3264: Basic and Applied Statistics



AGENDA ITEM: **Action on Recommendation for Gifted and Talented  
School Within a School Program**

MEETING DATE: **November 10, 2014**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**  
**Dr. Wayne Kazmierczak, Director of Finance and**  
**Operations**  
**Jo Tate, Gifted and Talented Coordinator**

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## **BACKGROUND:**

At our work-study session on October 27, 2014, Jo Tate, our Gifted and Talented Coordinator, summarized the recommendations of the School Within a School Advisory Task Group. She also provided significant background information on the process which the District has used over the last three years, with significant stakeholder involvement, including parents, school leaders, and teachers. We are developing a program which challenges our most able students.

This initiative is in line with Strategic Goal 5b, which reads: *Implement the recommendation of the Gifted and Talented program review, with emphasis on recommendation for a district-wide elementary program for the gifted and talented students, which could begin in 2015-16.*

This evening we make recommendations based on the report of Ms. Tate and our School Within a School Advisory Committee.

Additional specific details are as follows:

1. **Site:** We recommend the site of Lincoln Elementary School, where we can be assured of an allocation of up to two classrooms for at least the 2015-16 through 2017-18 school years.

These two rooms can be easily reassigned from current staffing, keeping within the basic standards of space and staff utilization of all elementary schools.

If a third classroom is needed for the School Within a School program for 2015-16 and beyond, this would be possible without any other compromise by redeploying the space currently used for a computer lab. This redeployment is anticipated within the next one to three years at any rate, and the redeployment would be easy to do without an adverse effect on any school programs. This is consistent with our plans at other school sites.

2. **Criteria for Admission:** Our recommendation for the eligibility standard for admission for School within a School program is as follows:

Students entering the third, fourth and fifth grade would be eligible for the program providing they have either of the following:

- a) A score on the Cognitive Abilities Test of 140 or higher on any subtest; or
- b) A score on the Cognitive Abilities Test of 135 or higher on any subtest and a MAP score of 96 percentile or higher in reading or math, and 90 percentile or higher on the other subject.

This threshold is consistent with other Twin Cities Metropolitan programs which offer a School within a School Program for the highly gifted. It is a higher threshold than that for the cluster program; the cluster program is offered to students who have a CogAT of 132 in any of the subsets of the Cognitive Abilities Test, and 90 percent or higher in MAP scores in reading and mathematics.

3. **Transportation:**

We recommend that a transportation option be designed for students. Based on the analysis by Dr. Kazmierczak and our transportation provider, our cost of this service is expected to be within the range of no additional cost and \$12,500, depending on the number of students who need to be transported and the home location of the students.

We propose encumbering this \$12,500 as our potential cost. The District is currently studying our transportation system and may have other modifications to be made this year, which could potentially reduce the costs of transportation. We will know if the actual cost, if any, by May 1, 2015 and at that time we will either budget the necessary money.

4. **Costs Associated with the Program:**

In addition to those costs associated with every other elementary classroom, we anticipate that start-up costs for materials and training will be under \$4,000, which would be allocated from our current budget.

## **RECOMMENDATION:**

That the School Board take action to approve the School Within a School program for highly gifted elementary students as described above.

AGENDA ITEM: **Fiscal Year 2014 Audit Report Acceptance**  
MEETING DATE: **November 10, 2014**  
SUGGESTED DISPOSITION: **Operational Item**  
CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Director of Finance and Operations**

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**BACKGROUND:**

Mr. Jim Eichten from the District's auditing firm of Malloy, Montague, Karnowski, Radosevich and Co., P.A. (MMKR), presented the results of the fiscal year 2014 audit report earlier this evening.

**Recommendation:** Move to accept the audit report for fiscal year 2014 as presented by Mr. Jim Eichten from MMKR, the District's independent auditor.

AGENDA ITEM: **Approval of Self-Insured Health Benefit Plan**

MEETING DATE: **November 10, 2014**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Director of Finance and Operations**

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#### **BACKGROUND:**

Over the course of the past several months, the District has engaged in a process to determine a course of action related to the health insurance plans that are offered to employees. The recommendation presented here to the School Board is to convert from a fully insured health benefit plan to a self-funded health benefit plan to be administered by Health Partners with an effective date of January 1, 2015. This recommendation represents the culmination of an extensive and inclusive process.

The District's current health insurance plan is structured as a fully insured model. Under a fully insured health benefit plan, the District and its employees pay a fixed premium to an insurance carrier; the financial risk and reward are assumed by the insurance carrier. In a self-insured health benefit plan, employers pay for claims as they are incurred instead of paying a fixed premium to an insurance provider. Under this scenario, the employer assumes the financial risk and reward for providing health care benefits to its employees. Attached please find a document titled *Understanding Self-Funded vs. Fully Insured Health Plans* for a comprehensive comparison of these two models.

The District's Insurance Advisory Committee, which includes representatives from each employee bargaining unit and serves in an advisory capacity to the administration and School Board on matters related to health and dental insurance, reviewed the bids received following a request for proposals for health insurance. The committee reviewed various insurance options including the Public Employee Insurance Program (PEIP) and the possibility of moving from a fully insured health benefit plan to a self-insured health benefit plan. The committee acknowledged that, as provided by Minnesota Statute § 43A.316, individual employee groups had the right to leave the District sponsored plan and join PEIP. During the month of October, several employee groups voted in favor of remaining with the District's plan under a self-insured model rather than to join PEIP.

*Approval of Self-Insured Health Benefit Plan*  
*Page 2*

Minnesota Statute § 471.617, subd. 4 provides that no school district shall adopt a self-insured health benefit plan for any employees represented by an exclusive representative without prior notification and consultation on ten days' written notice to the exclusive representative and agreement by the exclusive representative that represents the largest number of employees to be included in the plan. The District met both of these requirements during the week of October 27, 2014.

At its October 30, 2014 meeting, the Insurance Advisory Committee reviewed the proposed insurance rates and agreed to recommend the rates as presented here. The overall rate increase for the District's existing plan offerings under a self-insured arrangement is 11.5%. Worth noting is that the overall rate increase for a fully insured plan would have been 14% the first year and 9% in the second year of the two-year agreement.

CURRENT MONTHLY RATES COMPARED TO JANUARY 1, 2015 RATES FOR SELF-INSURANCE

1-Jan-14	Health Partners (Current)		
	\$25 Copay	\$500 Deductible	\$2000 HRA
Single	602.53	514.02	482.82
Family	1,584.85	1,352.05	1,268.93

PERCENTAGE INCREASE OVER CURRENT RATES

1-Jan-15	Self-Insurance		
	\$25 Copay	\$500 Deductible	\$2000 HRA
Single	654.40	583.10	558.83
Family	1,690.61	1,503.07	1,439.21

1-Jan-15	Self-Insurance (11.5% overall increase)		
	\$25 Copay	\$500 Deductible	\$2000 HRA
Single	8.6%	13.4%	15.7%
Family	6.7%	11.2%	13.4%

These rates have been set at a level which the District's insurance consultants (National Insurance Services) believe will be adequate to build an appropriate reserve. Our goal over the first four to five years of self-insurance will be to accrue a reserve in the range 12-15% of annual expected claims, or approximately \$1.5 million. On average, we would add to the reserve by approximately 3-4% of annual claims per year. Customarily, when school districts make the decision to move to a self-insured health benefit plan, a contingency is established until suitable reserves have been built up in the insurance fund. In our budgeting we have designated \$2.0 million from the District's fund balance as a reserve for health insurance.

Several important aspects about a self-insured health benefit plan are included here:

- The District's existing plans will remain in effect, so the open access network remains in effect.
- The District and its employees retain control of the insurance plans that are offered to employees.
- The plan structure would remain relatively stable as any change to the existing plans would be discussed and recommended by the Insurance Advisory Committee.
- Reserves (premiums exceeding claims) are retained by the District and its employees rather than being retained by a health insurance company.
- Greater rate stability exists in a self-insured plan compared to a fully insured plan.
- The opportunity exists to positively impact future premium increases through creative approaches to wellness and to add a plan to the District's offerings that would be more affordable for employees.

Finally, the following is the timeline that describes key milestones from the past several months:

- **February through March 2014** - Review of district insurance options, specifications developed for health insurance bids
- **April 30, 2014** - Insurance committee meeting, reviewed the health insurance bid process, discussed timeline
- **June 26, 2014** - Health insurance bid opening
- **July 15, 2014** - Health insurance bids reviewed by insurance committee, committee recommends and District administration directs insurance consultant to approach vendors a second time in an attempt to bring down costs from initial proposals
- **July 28, 2014** - Opening of refined proposals
- **August 19, 2014** - Insurance committee reviewed final proposals and discussed PEIP and the possibility of moving from a fully insured plan to a self-insured health plan and to keep the District's existing plans; committee acknowledged that individual employee groups had the right to leave the District sponsored plan and unilaterally move to PEIP
- **August-October, 2014** - Individual employee groups consider leaving the District sponsored plan for PEIP
- **September 22, 2014** - School board work study session related to health insurance options
- **October 1, 2014** - Insurance committee meeting, met with PEIP representative and Health Partners representatives, discussed options should one or more employee groups choose to leave the District sponsored plan
- **October 2014** - Insurance information sessions hosted (PEIP on 10/6 and 10/8, self-insurance 10/8 and 10/13)
- **October 13, 2014** - School board work study session related to health insurance options
- **October 27, 2014** - Employee groups notified of District's intent to move to self-insured health benefit plan
- **October 29, 2014** - Largest employee group (White Bear Lake Teachers Association) agrees to move to a self-insured health benefit plan
- **October 30, 2014** - Insurance committee reviewed and recommended proposed insurance rates for January 1, 2015, consensus reached to move from a fully insured to a self-insured health plan
- **November 10, 2014** - Self-funded health benefit plan recommendation presented to School Board

**Recommendation:** Move to approve the District's conversion from a fully insured health benefit plan to a self-insured health benefit plan with an implementation date of January 1, 2015 and to approve Health Partners as the District's third party administrator.

## Understanding Self-Funded Vs. Fully Insured Health Plans





## Understanding Self-Funded Vs. Fully Insured Health Plans

With school district and other governmental employer budgets stretched tightly, some are considering a switch to a self-funded healthcare plan. Because health insurance costs are a significant expense for most organizations, saving money in this area can have a dramatic impact.

When using a self-funded plan, employers assume the liability and risk associated with uncertain healthcare costs in exchange for a number of significant financial benefits. While not without risks, self-funded health insurance plans can give organizations better cash flow, tax benefits, a greater degree of flexibility over the plan's design and reduced administration costs.

The employer can set the premium rates based on their claims history and adjust the plan in other ways to cut costs. If claims are lower than anticipated, the employer can invest any savings and earn interest. In the event that claims are higher than usual, stop-loss insurance coverage can pay for excess costs.

### The Structure and Workings of Self-Funded Plans

In a traditional health plan, the employer, insurance provider, and employees have fairly fixed roles. An organization will pay premiums based on its projected claims, but won't get reimbursement if they come in lower than projected.

In the transition to a self-funded health insurance plan, the employer stops working with the health insurance company and creates its own coverage plan based on its needs. In self-funded plans, there is greater flexibility in plan design and administration. An employer can choose what coverage it wants and avoid paying for what it doesn't.

Then, the employer essentially pays claims out-of-pocket from collected premiums rather than using predetermined premiums to compensate an insurance provider for assuming financial risk.







To protect against unpredictable or above-average claims, the organization purchases stop-loss coverage as a way to limit risk. The stop-loss provider pays any claims higher than that pre-set amount.

While some large organizations might be able to handle the plan internally, most use a third-party administrator to oversee the plan. How much responsibility the employer and administrator each bear will vary. This can allow employers the flexibility of a self-funded plan without assuming management responsibilities with which an organization lacks familiarity.

## Self-Funded Plan Costs

In a self-funded plan, the employer must set fixed costs per employee and take into account claims expenses, or variable costs. These cannot be perfectly predicted for a given month, although careful studies of past history are the basis for setting rates. The costs will depend on the coverage provided and number of employees enrolled.

Variable costs, on the other hand, include the healthcare expenses of employees participating

in the plan. While these can vary up or down and aren't guaranteed, organizations purchase stop-loss coverage to protect against any catastrophic issues.

This coverage has three general features, which can insulate employers from higher claims. For individual issues, Specific Stop-Loss Insurance kicks in if any individual claims exceed a set limit, which may happen with the high cost of care needed after a major incident.

Re-insurance coverage can also step in during a year when claims for the entire organization are significantly higher than projected. For example, the Aggregate Stop-Loss Policy may go into effect when claims exceed a certain percent of projections. Smaller organizations with smaller revenues may also benefit from Aggregate Cap Insurance, which will help pay for medical costs if claims are particularly heavy to start the year, resulting in cash-flow issues.

## The Advantages of Self-Funding a Plan

One of the biggest advantages of a self-funded health insurance plan is that it can





have a positive impact on the organization's cash flow. To start, self-funded plans are also generally exempt from premium taxes in most states, lowering employer costs in that area immediately.

With fully insured health insurance plans, employers pay an insurance provider in advance to cover projected claims, in addition to the insurer's overhead and administrative costs.

However, in a self-funded plan, the money collected by the organization is only paid out when claims actually occur, and can stay in a reserve account accruing interest until it is needed. In addition, if claims during a particular month are lower than anticipated, that money adds to the reserve and earns additional interest, creating a long-term financial benefit.

The fact that employers are directly paying for health insurance claims also makes wellness programs and other incentive programs more relevant. With fully insured plans, wellness initiatives generally do not result in significantly lower health insurance costs.

However, in a self-funding scenario, an overall improvement in employee health can lead to an immediate reduction in claims, which feeds back into the organization's reserve fund. If those trends continue, there may be a reduction in the necessary contributions made by both employers and workers.

As another advantage, organizations may be able to customize self-funded plans to a degree. While collective bargaining agreements may require certain benefits be covered by any employer-sponsored plan, self-funding may allow for some flexibility. This flexibility can also be advantageous in the event an employer's healthcare requirements or needs change.

In addition, since a specialized third-party provider completes much of the administration of the plan, employers can refocus their internal resources on other relevant issues.

### **Disadvantages of Self-Funding**

The main risks of self-funding involve situations when, for unforeseen reasons, claims are higher



than anticipated. While stop-loss coverage will protect employers from paying excessive claims in a given year, the cost of that coverage will likely increase, and it may be more difficult to get rates from other stop-loss providers.

Higher-than-expected claims in a self-funded plan may also make it more difficult for insurers to go back to a fully insured plan in the future.

For organizations that choose to run their self-funded plan internally, the administrative costs involved with it can be significant. However, using third-party administrators to operate the plan will still likely involve lower administrative costs than those associated with fully insured plans.

## What Type of Employer Can Benefit From Self-Funded Plans?

Generally, most employers can benefit from self-funding as long as they make an accurate assessment of the costs they are likely to face, set rates accordingly, and are prepared to delegate

the administrative responsibilities. Roughly 50 percent of workers in the U.S. are already covered under a self-funded plan, even though they may not be aware of it.

However, self-funding is not a quick fix, and employers should not automatically assume that they will save money immediately. For this reason, public sector organizations should approach the potential shift patiently and get advice from those who specialize in school districts or other governmental employers.

When assessing whether a self-funded plan is a wise choice, factors to study include past coverage utilization, cash flow and the status of the employees being covered. Different employee populations will have their own health characteristics and patterns of care use.

In short, self-funding can benefit both large and small employers by helping them reduce healthcare costs and put those gains back into the organization.





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