

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

November 11, 2013

MISSION STATEMENT

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

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

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

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

To: Members of the School Board

From: Dr. Michael J. Lovett
Superintendent of Schools

Date: November 1, 2013

A Student Recognition will be held on **Monday, November 11, 2013**, at **6:30 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 11, 2013** at 7:00 p.m. in Community Room (112) at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

AGENDA

A. PROCEDURAL ITEMS

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

B. PUBLIC FORUM

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

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. Presentation on International Partnerships
 - a) White Bear Lake and MEAUX Exchange
 - b) Hangzhou China Exchange Teacher
2. Update on Energy Conversation Program
3. Superintendent's Report

D. DISCUSSION ITEMS

1. Presentation of 2012-13 Audit Report
2. First Reading of School Board Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse
3. First Reading of School Board Policy 415, Mandated Reporting of Maltreatment of Vulnerable Adults
4. First Reading of School Board Policy 424, License Status

E. OPERATIONAL ITEMS

1. Action on Resolution to Canvass the November 5, 2013 General Election of School Board Members
2. Action on Resolution to Canvass the November 5, 2013 School District Special Election
3. Action on Resolution Authorizing Issuance of Certificates of Election and Directing the School District to Perform Other Related Election Duties
4. Action on Audit Report
5. Award of Bids for Lakeaires Elementary School
6. Award of Bids for Willow Elementary School
7. Action on Tentative Agreement – 2013-15 Contract White Bear Lake Nutrition Services Association
8. Action on School Board Policy 203.5, School Board Meeting Agenda
9. Action on School Board Policy 205, Open Meetings and Closed Meetings Policy
10. Action on Ryan Family Fund Elementary Art Grant from the White Bear Lake Area Educational Foundation

11. Action on Tentative Agreement – 2013-15 Contract White Bear Lake Principals’ Association

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **November 11, 2013**
SUGGESTED DISPOSITION: **Procedural Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

Consent Agenda

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

RECOMMENDATION:

Approve the items listed on the Consent Agenda.

AGENDA ITEM: School Board Minutes
MEETING DATE: November 11, 2013
SUGGESTED DISPOSITION: Consent Agenda
CONTACT PERSON(S): Cathy Storey, School Board Clerk

Background:

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

Recommendation: Approve the minutes.

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

A meeting of the White Bear Lake Area School Board was held on **Monday, October 14, 2013** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEM

- 1 Chair Newberg called the meeting to order at 7:00 p.m.
- 2 Roll Call- Present: ***Kimball, Newberg, Shevik, Storey, Chapman, Hiniker***
Absent: ***Swanson***
Ex-Officio: Lovett
Cabinet: Present – Daniels, Garrison, Law, Picha, Vette, Wehrkamp, Willcoxon, Sr.
- 3 Pledge of Allegiance.
- 4 Hiniker moved, Shevik seconded to approve the agenda. ***Voice vote: all ayes. Motion carried.***
- 5 Storey moved, Kimball seconded to approve the consent agenda consisting of:
 - approval of minutes of regular meeting on September 9, special meeting on September 23 and work-study session on September 23.
 - payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - passage of resolution to approve field trip; passage of resolution to approve personnel issues to include:
 - **Resignations/Termination - Classified Staff**
Thomas Alexander – Bus Driver, Bus Garage
Employed by District 624 since 10/17/2011
Effective Date: 09/03/2013
Cristina Castro – Food Service, Sunrise Middle School
Employed by District 624 since 10/02/2012
Effective Date: 09/09/2013
Sara Jameson – Pupil Support Assistant, High School – North Campus
Employed by District 624 since 09/03/2013
Effective Date: 09/17/2013
Quentin Marshall – Pupil Support Assistant, Central Middle School
Employed by District 624 since 01/22/2013
Effective Date: 09/27/2013
John Martelli – Food Service, High School-North Campus
Employed by District 624 since 04/18/2013
Effective Date: 09/03/2013
Julie Pitcher – Food Service, High School - North Campus
Employed by District 624 since 05/12/2008
Effective Date: 08/21/2013
Zachary Przybylski – Program Assistant Leader, Matoska International
Employed by District 624 since 08/27/2012
Effective Date: 08/16/2013

- **Retirement - Classified Staff**
Sherry Leverty – Pupil Support Assistant, Normandy Park
 Employed by District 624 since 09/01/2003
 Effective Date: 09/11/2013
- **Retirement - Certified Staff**
Karen Krebs – Elementary Teacher, Willow Lane Elementary
 Employed by District 624 since 08/22/1985
 Effective Date: 12/04/2013
- **Retirement - Professional Staff**
Mary Kowitz – Environmental Health & Safety Coordinator/Custodial Supervisor, District Center
 Employed by District 624 since 03/23/1970
 Effective Date: 12/31/2013
- **Full - Time Leave Request – Classified Staff**
Jenelle Pitlik – Pupil Support Assistant, High School - North Campus
 Employed by District 624 since 03/19/2003
 Effective Date: 2013 – 2014 school year
Fred Schostag – Pupil Support Assistant, Golfview ALC
 Employed by District 624 since 09/01/2005
 Effective Date: September 1, 2013 through October 24, 2013
- **Full - Time Leave Request – Certified Staff**
Kelly Coorough – Elementary Teacher, Matoska International
 Employed by District 624 since 08/27/2009
 Effective Date: August 26, 2013 – October 15, 2013
Kristi Mahn – Social Studies Teacher, High School – North Campus
 Employed by District 624 since 08/21/2008
 Effective Date: August 26, 2013 – October 16, 2013
- **New Personnel – Classified Staff**
Travis Barkley – Pupil Support Assistant, Central Middle School
 \$16.65 / hr., 6.5 hrs. / 160 days \$17,316.00 (Pro-rated on \$19,480.50)
 Effective Date: 09/30/2013
Melissa Carraher – Assistant Head Engineer, Lincoln Elementary
 \$19.26 / hr., 8.0 hrs. / 190 days \$29,275.20 (Pro-rated on \$40,060.80)
 Effective Date: 10/07/2013
Donna Dahlquist – Program Assistant Leader, Vadnais Heights Elementary
 \$12.45 / hr., 5.75 hrs. / 205 days \$14,675.44 (Pro-rated on \$18,326.40)
 Effective Date: 09/11/2013
Heidi Fashingbauer – Food Service, High School – Sunrise Park Middle School
 \$13.41 / hr., 3.50 hrs. / 163 days \$7,650.41 (Pro-rated on \$8,495.24)
 Effective Date: 09/26/2013
Barb Gangl – Program Assistant Leader, Lincoln Elementary
 \$12.45 / hr., 5.75 hrs. / 191 days \$13,673.21 (Pro-rated on \$18,326.40)
 Effective Date: 09/30/2013
Barbara Granger – Food Service, High School – North Campus
 \$13.41 / hr., 3.50 hrs. / 169 days \$7,932.02 (Pro-rated on \$8,495.24)
 Effective Date: 09/18/2013
Brittany Heimerl – Program Assistant Leader, Oneka Elementary
 \$12.45 / hr., 2.75 hrs. / 202 days \$6,915.98 (Pro-rated on \$8,764.80)
 Effective Date: 09/16/2013
Stacey Hunt – Food Service, High School – North Campus

\$13.41 / hr., 3.75 hrs. / 166 days \$8,347.73 (Pro-rated on \$9,102.04)
Effective Date: 09/23/2013

Karissa Malrick – Program Assistant Leader, Otter Lake Elementary
\$12.45 / hr., 5.5 hrs. / 193 days \$13,181.44 (Pro-rated on \$17,529.60)
Effective Date: 09/27/2013

Katie Maslowski – Program Assistant Leader, Matoska International
\$12.45 / hr., 2.75 hrs. / 168 days \$5,751.90 (Pro-rated on \$8,764.80)
Effective Date: 09/05/2013

Karen McCullough – Food Service, Hugo Elementary
\$13.41 / hr., 3.00 hrs. / 181 days \$7,281.63
Effective Date: 09/03/2013

Melissa Nelsen – Bus Driver, Bus Garage
\$15.49 / hr., 5.00 hrs. / 172 days \$13,476.30
Effective Date: 09/03/2013

Stephanie Niihau's – Program Assistant Leader, Lake Aires Elementary
\$12.45 / hr., 3.0 hrs. / 194 days \$7,245.90 (Pro-rated on \$9,561.60)
Effective Date: 09/26/2013

Busy Oksana – Pupil Support Assistant, Lake Aires Elementary
\$16.65 / hr., 6.0 hrs. / 180 days \$17,982.00
Effective Date: 09/03/2013

Camel Raeburn – Administrative Assistant-Building Assistant, Matoska International
\$15.55 / hr., 4.5 hrs. / 163 days \$11,405.93 (Pro-rated on \$12,945.38)
Effective Date: 09/30/2013

Michelle Sather – Food Service, Vadnais Heights Elementary
\$13.91 / hr., 4.50 hrs. / 181 days \$11,329.70
Effective Date: 09/03/2013

Mary Sunk – Food Service, Central Middle School
\$13.41 / hr., 3.50 hrs. / 169 days \$7,932.02 (Pro-rated on \$8,495.24)
Effective Date: 09/18/2013

Hannah Wagner – Pupil Support Assistant, High School – North Campus
\$16.65 / hr., 6.0 hrs. / 155 days \$15,484.50 (Pro-rated on \$17,982.00)
Effective Date: 10/07/2013

George Warren – Bus Driver, Bus Garage
\$16.49 / hr., 5.50 hrs. / 173 days \$15,855.14
Effective Date: 09/03/2013

Brooke Zee – Program Assistant Leader, Matoska International
\$12.45 / hr., 2.75 hrs. / 192 days \$6,573.60 (Pro-rated on \$8,764.80)
Effective Date: 09/30/2013

➤ **New Personnel – Foreign Exchange Teacher**

Jin Fang – Chinese Exchange Teacher, Various Buildings
Stipend \$4,000.00
Effective Date: 09/03/2013 through 01/25/14

➤ **New Personnel – Professional Staff**

Beth Samuelson – Chemical Health Specialist, Golfview ALC
\$43,000.00
Effective Date: 09/03/2013

➤ **New Personnel – Certified Staff**

Lindsey Mulhouse – Special Education Teacher, Lake Aires Elem. and Matoska International
BA, Step 1 \$21,876.00 (Pro-rated on \$22,331.40)
Effective Date: September 3, 2013 – June 6, 2014

Erigena Wills – Kindergarten Teacher, Willow Lane Elementary
MA, Step 6 \$45,537.05 (Pro-rated on \$49,353.00)
Effective Date: September 17, 2013 – June 6, 2014

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

Christine Carney – Mathematics Teacher, High School – North Campus
BA, Step 2 \$10,672.51
Effective Date: November 22, 2013 – February 13, 2014

Leigh Mills – Kindergarten Teacher, Hugo Elementary
BA, Step 12 \$15,209.28
Effective Date: January 2, 2014 – June 6, 2014

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

B. PUBLIC FORUM

Girl Scout Troop 52784 are 7th graders from Sunrise Park and Central Middle Schools. Troop members include: Annika Dahl, Bela Larsen, Lauren Jurek, Paige Fleming, Sabrina Bush, Maddie Lamwers and Megan Carlson. Troop leaders are Angel Fleming and Mary Dahl. The girls presented their “Take Action Project” whereby they researched the value that plants provide in classrooms. As a part of their project, they raised money and presented plants to middle school teachers at both Sunrise Park and Central. Many thanks to the girls for their hard work and for supporting our staff and students!

C. INFORMATION ITEMS

1. Update on Student Service Initiatives- Tim Wald, principal at South Campus and Jaclyn Whitcomb, teacher at South Campus, presented information on Senior Service Day which took place last spring prior to graduation. Members of our senior class volunteered to serve throughout the community as a part of our new Senior Service Day. Members of our high school Student Council reported on WE Day, held recently in St. Paul for students throughout the state as a reward for serving others.
2. National Award for Website – Marisa Vette, Director of Communications and Community Outreach, reported that our new District website recently was presented with an Education Standard of Excellence Award in the Web Marketing Association’s WebAward 2013. Congratulations to all and thanks to Risdall Advertising Agency, who worked with our District on the redesign and entered our website into the competition.
3. Superintendent’s Report – Dr. Lovett reported on the following:
 - The following students scholar groups were recognized prior to tonight’s meeting: Advanced Placement (AP) Scholars, AP Scholars with Distinction, AP Scholars with Honors, National AP Scholar, National Merit Commended Students and National Merit Semifinalists. A total of 92 students were recognized. The credits earned would equate to a savings of nearly \$3 million in college tuition. Congratulations to all!
 - Homecoming was successful and thanks to all who helped and participated in a variety of events. The first ever Bear Power Homecoming Celebration walk/run was well attended.

- October is a month of recognitions including National Custodial Worker Day, National School Lunch Week and National Safe Schools Week/National School Bus Safety Week. Please take time to recognize and thank all of our staff members.
- Our Capital Projects Levy will be on the ballot November 5. All community members should have received a “10 Facts” publication. Also, required by state law, a Notice of Special Election, will be sent out to property owners within the next week. District administrators have presented more than 35 information sessions to community, staff and parent groups. Additional sessions are planned in upcoming weeks, including school tours highlighting how Capital Projects funding is being used. More information may be found on the “10 Facts” sheet and on the District’s website. All community members are invited to attend.

Kidus Ketema, Student Board Representative, reported that members of our National Honor Society (NHS) helped with the recent Twin Cities Marathon, Student Council members encourage students to collect food on Halloween night by “Trick or Canning” in their neighborhoods. The high school Sadie Hawkin’s dance will be held on November 2. Students who bring items for the food shelf receive free admission. The annual NHS blood drive will be held at South Campus mid-November.

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

D. DISCUSSION ITEMS

1. Report on Enrollment Trends – Pete Willcoxon, Executive Director of Business Services, reported on enrollment trends for the District. Official enrollment counts were reported to the state on October 1.
2. Update on Measures of Student Success – AYP and MMR – Mary McGrane, Student and Instructional Assessment and Accountability Coordinator, provided updates on AYP and MMR results published by the Minnesota State Department of Education on October 1. White Bear Lake Area School District made AYP for the fourth consecutive year, one of only two districts of thirteen in the East Metro to make AYP for the past four consecutive years. All District sites, eight elementary schools, two middle schools and two high school campuses scored in the 99th percentile for proficiency. South Campus is now rated in the top 1% of Minnesota’s 413 high schools. Additional accolades were also presented.
3. Update on Proposed Tax Levy for 2014 – Willcoxon reviewed the proposed tax levy information. The District’s “Truth in Taxation” information will be presented at the December 9 regular School Board meeting and during that presentation the public will have the opportunity to speak. The Board will adopt the certified property tax levy payable 2014 as an operational item at the December School Board meeting.
4. First Reading of School Board Policy 203.5, School Board Meeting Agenda – School Board Policy 203.5 was reviewed by the School Board Policy Committee and changes recommended are consistent with those recommended by the Minnesota School Boards Association (MSBA). This policy will be placed on the November 11, 2013 School Board meeting agenda or subsequent meeting agenda for approval.
5. First Reading of School Board Policy 205, Open Meetings and Closed Meetings Policy – School Board Policy 205 was reviewed by the School Board Policy Committee and changes are consistent with those recommended by MSBA. This policy will be placed on the November 11, 2013 School Board agenda or subsequent meeting agenda for approval.

E. OPERATIONAL ITEMS

1. Hiniker motioned and Chapman seconded to approve the *2012-13 Annual Report on Curriculum, Instruction, and Student Achievement* as required by the State of Minnesota. **Roll call vote: ayes: Kimball, Newberg, Shevik, Storey, Chapman, Hiniker; nays: none. Motion carried.**
2. Chapman motioned and Storey seconded to approve the resolution to the establishment and maintenance of the Hugo School forest and outdoor classroom as follows:
Resolved, the School Board of White Bear Lake Area Public Schools, Independent School District 624, approves the establishment and maintenance of the Hugo School Forest and outdoor classroom described as follows: starting at the SW corner of the NW1/4 of the NE1/4 of Section 20, Township 031, Range 021, proceed north along the quarter line 478 feet to north line of 6th Ave N, thence N89 degrees 22' E along SD Ave 662 feet, thence N65 degrees 27' E 41.8 feet to point of beginning, the southeast corner of the school forest, then proceeding 803 feet north, thence S89 degrees 31' west for 62 feet, thence 803 feet south, thence 52 feet east back to the point of beginning, describing 1.12 acres; and supports enrollment of said school forest in the Minnesota DNR School Forest Program for educational purposes. Roll call vote: ayes: Kimball, Newberg, Shevik, Storey, Chapman, Hiniker; nays: none. Motion carried.
3. Kimball motioned and Hiniker seconded to approve School Board Policy 707, Transportation of Public School Students, as recommended. **Roll call vote: ayes: Kimball, Newberg, Shevik, Storey, Chapman, Hiniker; nays: none. Motion carried.**
4. Shevik motioned and Storey seconded to approve the Summer Academy Joint Powers Agreement from July 1, 2013 through June 30, 2016. **Roll call vote: ayes: Kimball, Newberg, Shevik, Storey, Chapman, Hiniker; nays: none. Motion carried.**
5. Hiniker motioned and Kimball seconded to approve the application for MSHSL Foundation for a *FORM A* grant to offset student activity fees. **Roll call vote: ayes: Kimball, Newberg, Shevik, Storey, Chapman, Hiniker; nays: none. Motion carried.**
6. Storey motioned and Chapman seconded to approve the partnership with MacPhail Center for Music for 2013-14. **Roll call vote: ayes: Kimball, Newberg, Shevik, Storey, Chapman, Hiniker; nays: none. Motion carried.**
7. Hiniker motioned and Kimball seconded to approve the donation of \$34,000 from the White Bear Lake Area Educational Foundation to support the cost of purchases of band instruments for student use, choral music and other materials and supplies supporting our K-12 music program. **Roll call vote: ayes: Kimball, Newberg, Shevik, Storey, Chapman, Hiniker; nays: none. Motion carried.**
8. Chapman motioned and Shevik seconded to approve the 2013-15 master agreement with the White Bear Lake Teachers Association. **Roll call vote: ayes: Kimball, Newberg, Shevik, Storey, Chapman, Hiniker; nays: none. Motion carried.**

F. BOARD FORUM – Kimball welcomed all new employees who began this past month and wished them well. Kimball also congratulated Mary Kowitz as she announced her retirement. Shevik welcomed students visiting from France.

G. ADJOURNMENT - Shevik moved; Newberg seconded to adjourn the meeting at 8:18 p.m. **Voice vote:** *All ayes. Motion carried.*

Submitted by: Cathy Storey, Clerk

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

A special School Board meeting of the White Bear Lake Area School Board was held on **Monday, October 28, 2013** at 5:30 p.m. in Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call To Order – Newberg called the meeting to order at 5:30 p.m.
2. Roll Call – Present: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker
Absent: Kimball

Ex-Officio: Lovett
Cabinet: Present – Daniels, Garrison, Law, Picha, Vette, Willcoxon
3. Shevik moved, Hiniker seconded to approve the agenda. ***Voice vote: all ayes. Motion carried.***
4. Storey moved, Shevik seconded to approve the consent agenda that consisted of:
 - **New Personnel – Cabinet**
Wayne Kazmierczak – Director of Finance and Operations, District Center
Salary prorated based on an annual salary of \$140,000
Effective Date – January 15, 2014

B. OPERATIONAL ITEM

1. Action on Lease Agreement for Lakeaires Elementary - Chapman moved, Swanson seconded to approve the resolution prepared by legal counsel. ***Roll call vote: ayes: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker; nays – none; Motion carried.***
2. Action on Lease Agreement for Willow Lane Elementary – Shevik moved, Hiniker seconded to approve the resolution prepared by legal counsel. ***Roll call vote: ayes: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker; nays – none; Motion carried.***

- C. ADJOURNMENT** - Shevik motioned; Newberg seconded to adjourn the meeting at 5:37 p.m. ***Voice vote: All ayes. Motion carried.***

Submitted by: Cathy Storey, Clerk

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

A work-study session of the White Bear Lake Area School Board was held on **Monday, October 28, 2013** at 5:45 p.m. or immediately following the special Board meeting, in Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call To Order – Newberg called the meeting to order at 5:38 p.m.
2. Roll Call – Present: Newberg, Shevik, Storey, Swanson, Chapman, Hiniker
Kimball arrived at 5:40 p.m.

Ex-Officio: Lovett

Cabinet: Present – Daniels, Garrison, Law, Picha, Vette, Willcoxon

B. DISCUSSION ITEMS

1. School Board and Superintendent Goals and Strategic Plan Updates
 - a. Measures of Student Success – Mary McGrane, Student and Instructional Assessment and Accountability Coordinator, and Learning Skills Teachers Ruth Kerl, Sarah Lemon and Debra Thibault, provided a presentation that explained how and why new intervention strategies are contributing to student success.
 - b. Middle School Program Review – Dr. Noel Schmidt, principal at Central Middle School, Dr. Bob McDowell, principal at Sunrise Park Middle School and Jill Pearson, IB Coordinator, presented options for improving our middle school program consistent with Strategies I and II.
2. High School Curriculum Changes for 2014-15 – Lisa Switzer, Curriculum and Program Development Coordinator, presented course additions, revisions and deletions, as recommended by the secondary principals and District administration. If additional changes are recommended by the Community Curriculum Advisory Committee or administration, another review will be held November 25 at the Work Study meeting with final approval scheduled for the December 9 Board meeting.
3. Capital Projects Levy Information Update - Dr. Lovett, David Law, assistant superintendent, and Marisa Vette, Director of Communications and Community Relations, provided an update on the Capital Projects Levy with regard to informational pieces and meetings.

Shevik motioned and Hiniker seconded to close the meeting at 8:03 p.m. **Voice vote: All ayes. Motion carried.**

Attendees moved to room 201.

Meeting attendees: Kimball, Newberg, Shevik, Storey, Swanson, Chapman, Hiniker, Lovett, Law, Picha and Willcoxon.

Meeting was reconvened and recording began at 8:09 p.m.

4. Negotiation Study - Chris Picha, Director of Human Resources, and Pete Willcoxon, Executive Director of Business Services, discussed the current status of negotiations.

Law, Picha and Wilcoxon left the meeting at 8:33 p.m. Discussion continued with regard to Cabinet salaries.

Recording ended when tape ran out at 9:11 p.m.

- C. **ADJOURNMENT** - Shevik motioned, Newberg seconded to adjourn the meeting at 9:13 p.m. **Voice vote: All ayes. Motion carried.**

Submitted by: Cathy Storey, Clerk

AGENDA ITEM: Monthly Check Registers

MEETING DATE: November 11, 2013

SUGGESTED DISPOSITION: Consent Agenda

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

Background:

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

Recommendation:

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

White Bear Lake Area Schools Electronic Transfers - October

	10/15/2013	10/17/2013	10/31/2013
Direct Deposit 365501-366879	1,553,069.12		
U.S. Treasury (FICA, Medicare, withholding)	587,399.58		
MN State Income Tax	94,999.41		
PERA	91,294.28		
TRA	252,217.12		
ING	2,436.69		
American Funds	63,318.62		
White Bear Lake Teacher's Association	34,724.77		
State of MN - Unemployment Insurance		18,302.30	
Direct Deposit 366880-368260			1,545,092.41
U.S. Treasury (FICA, Medicare, withholding)			583,622.32
MN State Income Tax			94,213.22
PERA			92,521.15
TRA			251,385.44
ING			2,436.69
American Funds			65,525.65
White Bear Lake Teacher's Association			34,665.70
Extended Day Dues			462.00

Check Nbr	Vendor Name	Check Date	Check Amount
131400356	ADAMS, LINDA J	10/01/2013	678.08
131400357	ASPER, STEVEN M	10/01/2013	3,532.01
131400358	BATENHORST, LYNSEY K	10/01/2013	394.94
131400359	BRADDOCK, JULIE ANN	10/01/2013	21.47
131400360	BRADLEY, LYDIA	10/01/2013	27.67
131400361	BRAY, CHERYL RAE	10/01/2013	72.89
131400362	BRICHACEK, LISA K	10/01/2013	966.60
131400363	CHRISTENSEN, JOSEPH C	10/01/2013	403.98
131400364	COUCH, TONY E	10/01/2013	20.34
131400365	DANIELS, KATHLEEN S	10/01/2013	172.04
131400366	DERAAD, MAX D	10/01/2013	261.45
131400367	DERBY, SARA A	10/01/2013	98.99
131400368	FEIRN, KERRY C	10/01/2013	41.59
131400369	FINK, AVIS A	10/01/2013	40.00
131400370	FISHER, PHILLIP E	10/01/2013	473.82
131400371	GAMBONI, RICHARD A	10/01/2013	50.45
131400372	GREEN, ALAN THOMAS	10/01/2013	69.53
131400373	HAMEL, MARY ANNA	10/01/2013	56.86
131400374	HANSON, MARILYN LOUCKS	10/01/2013	82.49
131400375	HARRIMAN, GRETCHEN E	10/01/2013	50.00
131400376	HASAPOPOULOS, MARY T	10/01/2013	39.47
131400377	HAUG, JOAN M	10/01/2013	200.00
131400378	HIGGINS, SHEILA J	10/01/2013	211.88
131400379	JOHNSON, BRIGETTE M	10/01/2013	42.94
131400380	JOHNSON, SADIE R	10/01/2013	52.98
131400381	JONES, JACQUELINE A	10/01/2013	104.11
131400382	KATH, ABBY J	10/01/2013	65.76
131400383	KNUTSON, CASSANDRA M	10/01/2013	115.50
131400384	KOPPE, JON G	10/01/2013	40.00
131400385	KOWITZ, MARY J	10/01/2013	32.71
131400386	KRUMM, PATRICIA ANN	10/01/2013	148.95
131400387	LARSON, ANDERS C	10/01/2013	189.84
131400388	LARSON, JOHN FRANCIS	10/01/2013	302.85
131400389	LAW, DAVID W	10/01/2013	175.94
131400390	LEICK, LINDA M	10/01/2013	138.96
131400391	LITTLE, LEANNE M	10/01/2013	28.50
131400392	LOVETT, MICHAEL J	10/01/2013	65.00
131400393	MCGARTHWAITE, NICOLE M	10/01/2013	1,312.89
131400394	MCGRAW, TIMOTHY P	10/01/2013	425.11
131400395	MILES, MARY T	10/01/2013	200.00
131400396	MORITZ, CLAIRE S	10/01/2013	134.56
131400397	NAKAGAKI, BENJAMIN P	10/01/2013	82.00
131400398	OKLOBZIJA, LUANNE P	10/01/2013	753.47
131400399	OSTERLUND, MARY	10/01/2013	532.13
131400400	PAI, ANANTH P	10/01/2013	409.90
131400401	PARSHALL, DANIELLE M	10/01/2013	56.50
131400402	PICHA, CHRISTINA K	10/01/2013	433.82
131400403	PLANA, CHRISTINE M	10/01/2013	29.75
131400404	ROTHE, JULIE N	10/01/2013	60.88
131400405	RUDDY, JACQUELINE M	10/01/2013	26.98

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131400406	SAMPOANG, DESSERAY R	10/01/2013	113.28
131400407	SCHMIDT, HEATHER RAE	10/01/2013	68.52
131400408	SKOGEN, MATTHEW K	10/01/2013	2,363.95
131400409	STEADLAND, KEITH DAVID	10/01/2013	540.95
131400410	SVIR, SARA A	10/01/2013	105.21
131400411	SWENSON, CYNTHIA L	10/01/2013	94.93
131400412	SYNAN, ERIN K	10/01/2013	47.15
131400413	TATGE, DAVID A	10/01/2013	149.89
131400414	TREICHEL, SHANNON B	10/01/2013	51.13
131400415	VASKE, MARY M	10/01/2013	214.91
131400416	VOGT, NANCY L	10/01/2013	122.40
131400417	WALLRICH, KAREN M	10/01/2013	444.85
131400418	WEHRKAMP, KRISTINE J	10/01/2013	96.97
63 ACH Check(s) For a Total of			18,342.72

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	63	ACH	Checks For a Total of	18,342.72
	0	Computer	Checks For a Total of	0.00
Total For	63	Manual, Wire Tran, ACH &	Computer Checks	18,342.72
Less	0	Voided	Checks For a Total of	0.00
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46593	AARP DRIVER SAFETY PROGRAM	10/03/2013	262.00
46594	AARP DRIVER SAFETY PROGRAM	10/03/2013	468.00
46595	AARP DRIVER SAFETY PROGRAM	10/03/2013	162.00
46596	AARP DRIVER SAFETY PROGRAM	10/03/2013	442.00
46597	AKINS, JASON PATRICK	10/03/2013	45.00
46598	ALL FOR KIDZ	10/03/2013	4,605.00
46599	ALL FOR KIDZ	10/03/2013	1,118.00
46600	ALLEGRA	10/03/2013	5,896.25
46601	ALLEN, WILLIAM	10/03/2013	55.00
46602	AMAZON	10/03/2013	273.29
46603	AMAZON	10/03/2013	91.66
46604	AMAZON	10/03/2013	1,174.80
46605	AMER CANCER SOCIETY	10/03/2013	339.35
46606	AMERICAN TIME & SIGNAL CO	10/03/2013	1,082.68
46607	ANDERSON, MITCHEL	10/03/2013	45.00
46608	ANDERSON'S	10/03/2013	108.08
46609	ANDERSON, STEVE	10/03/2013	45.00
46610	ANDERSON, TONY J	10/03/2013	63.00
46611	ANDREKUS, BRIAN ANTHONY	10/03/2013	60.00
46612	APPLIED ENVIRONMENTAL SCI INC	10/03/2013	5,092.55
46613	ARAUJO, IVO MOREIRA	10/03/2013	45.00
46614	ARCHER, CHARLES ROBERT	10/03/2013	45.00
46615	ARENA SYSTEMS	10/03/2013	230.00
46616	ASHLAND PRODUCTIONS INC	10/03/2013	1,000.00
46617	AT & T MOBILITY	10/03/2013	673.06
46618	ATOMIC ARCHITECTURAL SHEET MET	10/03/2013	68,206.20
46619	AUDIO ENHANCEMENT	10/03/2013	360.00
46620	BAILEY, ERIN	10/03/2013	60.00
46621	BALFOUR MN LLC	10/03/2013	72.00
46622	BARNES & NOBLE	10/03/2013	5,502.73
46623	BARNHART, MIA	10/03/2013	350.00
46624	BASHAEWUTH, SARAH M	10/03/2013	4.99
46625	BATTERIES PLUS	10/03/2013	515.04
46626	BECCARD, SETH	10/03/2013	63.00
46627	BECK, JESSICA ANN	10/03/2013	65.00
46628	BEKI COOKS CAKES	10/03/2013	225.00
46629	BENNETT, BARBARA J	10/03/2013	73.30
46630	BERG, JASON	10/03/2013	84.00
46631	BERGER, JUDY	10/03/2013	119.00
46632	BERRY BLENDZ - EDEN PRAIRIE	10/03/2013	1,230.00
46633	BEST WESTERN PLUS INN ON THE P	10/03/2013	234.96
46634	BETTER CHINESE	10/03/2013	135.61
46635	BETTS, HEATHER LYNNAE	10/03/2013	45.00
46636	BUSINESS IMPACT GROUP	10/03/2013	3,813.58
46637	BLICK ART MATERIALS	10/03/2013	322.44
46638	BOWMAN, DON	10/03/2013	83.00
46639	BRISCH, TRAVIS JOHN	10/03/2013	130.00
46640	BROCKWAY, TOM	10/03/2013	208.00
46641	BROWN, SANDRA A	10/03/2013	30.00
46642	THE BUG COMPANY	10/03/2013	16.00

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46643	BURNS, BRIAN	10/03/2013	63.00
46644	CAMP ST CROIX	10/03/2013	576.00
46645	CAPITAL ONE COMMERCIAL	10/03/2013	785.08
46646	CAREY, MARK	10/03/2013	63.00
46647	CAREY, MATTHEW	10/03/2013	63.00
46648	CAREY, PATRICK	10/03/2013	84.00
46649	CARLSON, ANDRE	10/03/2013	126.00
46650	CARLSON WAGONLIT TRAVEL	10/03/2013	10,600.00
46651	CARTER, MICHAEL D	10/03/2013	47.00
46652	CAVE, LISA	10/03/2013	239.10
46653	CENGAGE LEARNING	10/03/2013	111.87
46654	CENTER FOR EFFICIENT SCHOOL OP	10/03/2013	17,500.00
46655	CHARAI, AHMED	10/03/2013	130.00
46656	CHRISTIAN, MATT	10/03/2013	126.00
46657	CHURCHILL, KRISTINE	10/03/2013	50.00
46658	CLAY-KING.COM	10/03/2013	261.00
46659	CLINICARE CORP	10/03/2013	1,950.34
46660	CMI EDUCATION INSTITUTE INC	10/03/2013	199.00
46661	THE COLLEGE BOARD	10/03/2013	600.00
46662	COMCAST	10/03/2013	43.90
46663	CONLEY, BENSON	10/03/2013	84.00
46664	CONNEY SAFETY	10/03/2013	142.62
46665	CONROY, MICHAEL	10/03/2013	45.00
46666	CONTINENTAL RESEARCH CORP	10/03/2013	905.45
46667	COOL AIR MECHANICAL	10/03/2013	147,392.50
46668	COOPS SPORTSWEAR	10/03/2013	304.50
46669	COPY IMAGES INC	10/03/2013	902.78
46670	Vendor Continued Check	10/03/2013	0.00
46671	Vendor Continued Check	10/03/2013	0.00
46672	COPY IMAGES INC	10/03/2013	3,103.12
46673	COX, STACIE	10/03/2013	159.40
46674	CRISIS PREVENTION INSTITUTE IN	10/03/2013	1,435.59
46675	CRADDOCK, ANDREW M	10/03/2013	63.00
46676	CRAGUNS LODGE AND CONF CTR	10/03/2013	871.00
46677	CRIST, JENELL M	10/03/2013	45.00
46678	CTB INC	10/03/2013	6,219.00
46679	CUB FOODS OF WHITE BEAR TWSHP	10/03/2013	49.39
46680	CUETO, JENNA	10/03/2013	10.34
46681	CURRICULUM ASSOCIATES LLC	10/03/2013	49.15
46682	CUSTOM DRYWALL	10/03/2013	22,729.70
46683	CUSTOM REFRIGERATION	10/03/2013	2,004.32
46684	CYLKOWSKI, GREG	10/03/2013	156.00
46685	Vendor Continued Check	10/03/2013	0.00
46686	Vendor Continued Check	10/03/2013	0.00
46687	Vendor Continued Check	10/03/2013	0.00
46688	DALCO CORPORATION	10/03/2013	17,053.76
46689	DECKER INC	10/03/2013	94.61
46690	DEEP PORTAGE	10/03/2013	11,482.00
46691	DELL MARKETING LP	10/03/2013	22,960.00
46692	DELTA EDUCATION	10/03/2013	332.41

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46693	DEMCO, TIM	10/03/2013	63.00
46694	DEVETTER DESIGN GROUP	10/03/2013	3,411.00
46695	DISCOUNT SCHOOL SUPPLY	10/03/2013	962.43
46696	DISCOVERY EDUCATION	10/03/2013	16,650.00
46697	DOCKEN, JENNIFER MARIE	10/03/2013	45.00
46698	DONATELLI'S	10/03/2013	931.99
46699	DONOGHUE, ROGER GERALD	10/03/2013	60.00
46700	DUFRESNE, MICHAEL JAMES	10/03/2013	45.00
46701	DUPEY JR, DWIGHT ROBERT	10/03/2013	142.00
46702	E L REINHARDT	10/03/2013	41.40
46703	ECKERT, BARB	10/03/2013	159.40
46704	ECKROTH MUSIC	10/03/2013	18.20
46705	ECM PUBLISHERS INC	10/03/2013	750.00
46706	THE EDGE	10/03/2013	1,504.62
46707	EDUC DESIGN LLC	10/03/2013	1,341.00
46708	EKEREKE, OTORO	10/03/2013	70.00
46709	ELECTRIC MOTOR REPAIR	10/03/2013	482.95
46710	F&N OPERATIONS LLC	10/03/2013	482.60
46711	FANG, JIN	10/03/2013	800.00
46712	FEDERAL LICENSING INC	10/03/2013	95.00
46713	FESTIVAL FOODS-KNOWLAN'S	10/03/2013	202.81
46714	FILIP, LOU	10/03/2013	63.00
46715	FIRST STUDENT INC	10/03/2013	149,237.99
46716	FLINN SCIENTIFIC INC	10/03/2013	267.12
46717	THE FLORAL TRUNK	10/03/2013	50.00
46718	FOLLETT EDUCATIONAL SERVICES	10/03/2013	488.18
46719	FOLLETT SOFTWARE COMPANY	10/03/2013	382.30
46720	FREDRICK, TRACEY	10/03/2013	88.00
46721	FRIESE, TIM	10/03/2013	63.00
46722	FAIRVIEW SPORTS & ORTHOPEDIC C	10/03/2013	630.00
46723	FUHRMAN, JACOB PAUL	10/03/2013	60.00
46724	GALLAGHERS NORTHWESTERN TIRE C	10/03/2013	428.02
46725	GALLAGHER, LARRY	10/03/2013	63.00
46726	GALLUP ORGANIZATION	10/03/2013	1,998.00
46727	GAUMOND, WILLIAM EDWARD	10/03/2013	45.00
46728	GENERAL SECURITY SERVICES CORP	10/03/2013	1,133.00
46729	GENERAL PARTS LLC	10/03/2013	1,066.46
46730	GILSON, RYAN	10/03/2013	63.00
46731	GLAD, JASON	10/03/2013	84.00
46732	GLENSHEEN	10/03/2013	114.00
46733	GORHAM OIEN MECHANICAL	10/03/2013	3,482.70
46734	GRAHAM, JASON DANIEL	10/03/2013	45.00
46735	Vendor Continued Check	10/03/2013	0.00
46736	GRAINGER	10/03/2013	1,939.49
46737	GRANDMA'S BAKERY INC	10/03/2013	81.96
46738	GRANDMAS SALOON & GRILL	10/03/2013	239.80
46739	GRAPHIC EDGE	10/03/2013	2,195.76
46740	GRAVELLE, NICOLE	10/03/2013	45.00
46741	GRAWE, JARED	10/03/2013	45.00
46742	GREAT RIVER OFFICE PRODUCTS	10/03/2013	441.82

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46743	GREATAMERICA FINANCIAL SERVICE	10/03/2013	971.46
46744	GREATER TWIN CITIES UNITED WAY	10/03/2013	70.00
46745	GREENBAUM, MIKE	10/03/2013	45.00
46746	GRIFFIN, JOHN	10/03/2013	126.00
46747	GROTH MUSIC CO	10/03/2013	1,288.72
46748	GROTTODDEN, JANET M	10/03/2013	34.00
46749	GROUP HEALTH INC - WORKSITE	10/03/2013	181.50
46750	GRUNEWALD, CHAD	10/03/2013	9.95
46751	GTM SPORTSWEAR	10/03/2013	235.20
46752	GUIDARELLI, JOSEPH B	10/03/2013	84.00
46753	Vendor Continued Check	10/03/2013	0.00
46754	Vendor Continued Check	10/03/2013	0.00
46755	HAAS MUSICAL INSTRUMENT REPAIR	10/03/2013	1,213.24
46756	HAASE, AARON PAUL	10/03/2013	5.99
46757	HALDEMAN HOMME INC	10/03/2013	78.14
46758	HANDWRITING WITHOUT TEARS	10/03/2013	47.95
46759	HARPER, JAMES	10/03/2013	45.00
46760	HARVIEUX, CHRISTOPHER DONALD	10/03/2013	60.00
46761	HASKINS, ALAN STUART	10/03/2013	45.00
46762	HAUGEN, CHRIS	10/03/2013	84.00
46763	HEAD/PENN RACQUET SPORTS	10/03/2013	186.97
46764	HEINEMANN	10/03/2013	82.50
46765	HEINEMANN	10/03/2013	32.00
46766	HEROFF, JENNIFER	10/03/2013	60.00
46767	HERRERA, CADEX	10/03/2013	60.00
46768	HIEDEMAN, LARRY J	10/03/2013	70.00
46769	HIETALA, NICHOLAS ARTHUR	10/03/2013	45.00
46770	HIPKINS, EVE	10/03/2013	158.00
46771	HISDAHL INC	10/03/2013	925.00
46772	HO, MAYRA PATRICIA	10/03/2013	15.40
46773	HOBART SERVICE	10/03/2013	48.00
46774	HOFFBECK, DENNIS	10/03/2013	70.00
46775	Vendor Continued Check	10/03/2013	0.00
46776	Vendor Continued Check	10/03/2013	0.00
46777	Vendor Continued Check	10/03/2013	0.00
46778	HOGLUND BUS AND TRUCK CO	10/03/2013	3,105.25
46779	HORST, KEVIN	10/03/2013	330.00
46780	HOUCHINS, LISA CHRUN	10/03/2013	45.00
46781	Vendor Continued Check	10/03/2013	0.00
46782	HOUGHTON MIFFLIN HARCOURT	10/03/2013	624.68
46783	HOULE, EUGENE	10/03/2013	50.00
46784	HUNT, RUSS	10/03/2013	84.00
46785	HUSNIK, FRANCIS	10/03/2013	45.00
46786	IDC AUTOMATIC	10/03/2013	138.50
46787	IFD	10/03/2013	22,860.11
46788	INNERLINK INC	10/03/2013	358.00
46789	INTEGRA TELECOM	10/03/2013	319.02
46790	INTERMEDIATE DISTRICT 287	10/03/2013	10,215.43
46791	IRONDALE HIGH SCHOOL	10/03/2013	150.00
46792	ISD #882 MONTICELLO PUBLIC SCH	10/03/2013	2,352.99

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46793	JACOB, GENELL MARIE	10/03/2013	50.00
46794	JERABEK, JILL	10/03/2013	30.00
46795	JIMMY JOHNS	10/03/2013	60.62
46796	JOHN DEERE FINANCIAL	10/03/2013	26.18
46797	JOHN HENRY FOSTER MINNESOTA	10/03/2013	326.75
46798	JOHNSON, CARRIE	10/03/2013	19.00
46799	JOHNSON, MICHAEL	10/03/2013	70.00
46800	JOHNSON, VIRGINIA CONATI	10/03/2013	531.60
46801	JONES, ADAM	10/03/2013	84.00
46802	JUNDT, JOHN	10/03/2013	63.00
46803	JUNIOR LIBRARY GUILD	10/03/2013	342.00
46804	JW PEPPER & SON INC	10/03/2013	119.99
46805	Vendor Continued Check	10/03/2013	0.00
46806	K PEARSON MECHANICAL LLC	10/03/2013	6,702.11
46807	KACHEL, ALAN	10/03/2013	55.00
46808	KASSETH, NANCY	10/03/2013	159.40
46809	KATH FUEL OIL SERVICE CO	10/03/2013	25,664.76
46810	KELLINGTON CONSTRUCTION INC	10/03/2013	6,268.81
46811	KLEIN, TIMOTHY	10/03/2013	200.00
46812	KNOBLAUCH, THOMAS	10/03/2013	104.00
46813	KOLBOW, CANDICE	10/03/2013	83.00
46814	KORBA, CHAD	10/03/2013	84.00
46815	KRAFT CONTRACTING & MECHANICAL	10/03/2013	2,815.20
46816	KRAUS ANDERSON CONSTRUCTION CO	10/03/2013	70,513.96
46817	KROGMAN, WILLIAM	10/03/2013	104.00
46818	KULLY SUPPLY COMPANY	10/03/2013	1,230.16
46819	LAKESHORE LEARNING MATERIALS	10/03/2013	274.80
46820	LASHOMB, BRIAN	10/03/2013	63.00
46821	LEARNINGS THINGS.COM	10/03/2013	143.33
46822	LEE, CHARLOTTE L	10/03/2013	246.00
46823	LENDTS PUMPKIN PATCH	10/03/2013	1,211.00
46824	LEW ELECTRIC INC	10/03/2013	76,394.25
46825	LINDER, ROBERT	10/03/2013	52.00
46826	LINDSAY, ANDIE M	10/03/2013	45.00
46827	LONG, MARTIN DAVID	10/03/2013	60.00
46828	LORENZ BUS SERVICE INC	10/03/2013	1,550.00
46829	LORINSER, TONY	10/03/2013	130.00
46830	LSI CORP OF AMERICA INC	10/03/2013	6,428.65
46831	LUCID DATA CORPORATION	10/03/2013	3,288.00
46832	MALLOY/MONTAGUE/KARNOWSKI & CO	10/03/2013	19,500.00
46833	MALOY, MARY M	10/03/2013	45.00
46834	MARTIN-MCALLISTER	10/03/2013	2,950.00
46835	MARUYAMA, ANDREW WARD	10/03/2013	45.00
46836	MASA	10/03/2013	810.00
46837	MASE	10/03/2013	747.00
46838	MN ASSOC SCHOOL PERSONNEL ADMI	10/03/2013	1,175.00
46839	MN ASSOC OF SECONDARY SCHOOL P	10/03/2013	2,514.00
46840	MAYNARD, MICHAEL ALLEN	10/03/2013	45.00
46841	MBEI	10/03/2013	135.00
46842	MCDONOUGH'S WATERJETTING AND	10/03/2013	762.50

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46843	MCGRAW-HILL COMPANIES	10/03/2013	877.50
46844	MCNULTY, ROBIN	10/03/2013	83.00
46845	MN COUNCIL OF TEACHERS OF MATH	10/03/2013	150.00
46846	MEISINGER CONSTRUCTION CO	10/03/2013	4,750.00
46847	MERZER MALP, SHEILA	10/03/2013	220.00
46848	METRO ECSU	10/03/2013	2,750.00
46849	METRO SOUND AND LIGHTING	10/03/2013	793.00
46850	MID CITY SERVICES - INDUSTRIAL	10/03/2013	1,970.30
46851	MIDAMERICA ADMIN & RETIREMENT	10/03/2013	2,708.13
46852	MIDWEST BUS PARTS INC	10/03/2013	165.47
46853	MIDWEST VOLLEYBALL WAREHOUSE	10/03/2013	833.59
46854	MINDWING CONCEPTS	10/03/2013	214.95
46855	MINVALCO INC	10/03/2013	718.62
46856	MN ASSOC OF IB WORLD SCHOOLS	10/03/2013	250.00
46857	MN CHILDRENS MUSEUM	10/03/2013	237.50
46858	MN CONTINUING LEGAL EDUC (CLE)	10/03/2013	450.00
46859	MN COALITION FOR THE HOMELESS	10/03/2013	225.00
46860	MN CONWAY FIRE & SAFETY	10/03/2013	900.50
46861	MN COUNCIL OF TEACHERS OF ENGL	10/03/2013	350.00
46862	MN HISTORICAL SOCIETY	10/03/2013	108.00
46863	MN PREMIER PUBLICATIONS	10/03/2013	1,316.00
46864	MN STATE COLLEGES & UNIV	10/03/2013	75.00
46865	MN TRANSPORTATION MUSEUM	10/03/2013	490.00
46866	MN NONPUBLIC SCHOOL ACCREDITIN	10/03/2013	90.00
46867	MOBERG, LYNDELL	10/03/2013	79.70
46868	MOBILE RADIO ENGINEERING INC	10/03/2013	935.18
46869	MOLITOR, JOYCE	10/03/2013	159.40
46870	MOORE, CYNTHIA A	10/03/2013	560.00
46871	MOORE, ERIC	10/03/2013	45.00
46872	MORAVEC, ANDREW JAY	10/03/2013	45.00
46873	MOUNDS VIEW HIGH SCHOOL	10/03/2013	45.00
46874	MURPHY, MICHAEL	10/03/2013	45.00
46875	MUSIC CONNECTION INC	10/03/2013	162.00
46876	MYERS, JAMES DONN	10/03/2013	8.70
46877	NASCO	10/03/2013	541.93
46878	NCPERS MINNESOTA	10/03/2013	336.00
46879	NCS PEARSON INC	10/03/2013	2,704.00
46880	NECKLEN, MARK	10/03/2013	9.99
46881	NEJAD, REZA	10/03/2013	168.50
46882	NELCO	10/03/2013	757.76
46883	NOLAN, KEITH	10/03/2013	165.00
46884	NORCENTRONIX DISTRIBUTING	10/03/2013	1,815.00
46885	Vendor Continued Check	10/03/2013	0.00
46886	NORTH CENTRAL TRUCK EQUIPMENT	10/03/2013	893.67
46887	NORTH MEMORIAL URGENT CARE	10/03/2013	108.00
46888	NORTH SHORE SCENIC RAILROAD	10/03/2013	260.00
46889	NORTH SUBURBAN TOWING	10/03/2013	125.00
46890	NORTHEAST METRO INTERMEDIATE D	10/03/2013	43,478.70
46891	NORTHWEST SHEETMETAL CO OF ST	10/03/2013	2,059.02
46892	NYSTROM PUBLISHING CO INC	10/03/2013	7,927.90

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46893	O'BRIEN, MATTHEW FRANCIS	10/03/2013	60.00
46894	O'NEILL, TAMMY	10/03/2013	159.40
46895	Vendor Continued Check	10/03/2013	0.00
46896	OFFICE DEPOT	10/03/2013	1,138.27
46897	OFFICEMAX INCORPORATED	10/03/2013	19.20
46898	OLSON, BRIAN H	10/03/2013	130.00
46899	Vendor Continued Check	10/03/2013	0.00
46900	ON SITE SANITATION INC	10/03/2013	2,716.28
46901	ORGAN, JERRY	10/03/2013	157.00
46902	ORIGINS	10/03/2013	2,187.00
46903	PAMS LUNCHROOM LLC	10/03/2013	7,639.05
46904	PARTS NOW ! LLC	10/03/2013	159.20
46905	PAURUS, PAUL	10/03/2013	70.00
46906	PEARSON EDUCATION INC	10/03/2013	2,781.00
46907	PETERSON BROS ROOFING & CONST	10/03/2013	439.00
46908	PINE TREE APPLE ORCHARD	10/03/2013	442.00
46909	PIONEER PRODUCTS	10/03/2013	1,152.98
46910	PITNEY BOWES INC	10/03/2013	112.96
46911	POSTMASTER	10/03/2013	138.00
46912	POTAPENKO, VITALII	10/03/2013	55.00
46913	PREMIUM PAINTING SERVICES LLC	10/03/2013	8,226.00
46914	PRESS PUBLICATIONS	10/03/2013	4,739.28
46915	PRESTWICK HOUSE INC	10/03/2013	3,477.08
46916	PROVENZANO, PAUL	10/03/2013	208.00
46917	PYLE, JERED	10/03/2013	45.00
46918	QUILL CORPORATION	10/03/2013	7.81
46919	RABINE, KYLE ALAN	10/03/2013	45.00
46920	RAMIREZ JR, HOMAR	10/03/2013	84.00
46921	RANDY SHAVER CANCER RESEARCH	10/03/2013	559.10
46922	RATWIK ROSZAK & MALONEY PA	10/03/2013	2,322.53
46923	READ NATURALLY INC	10/03/2013	599.00
46924	REALITYWORKS INC	10/03/2013	123.00
46925	RED CEDAR STEEL ERECTORS INC	10/03/2013	39,102.00
46926	RICE LAKE CONSTRUCTION GRP	10/03/2013	174,896.90
46927	RICKERT, DENNIS	10/03/2013	200.00
46928	RICKMAN, ERIC	10/03/2013	45.00
46929	RICOH AMERICAS CORP	10/03/2013	437.81
46930	RIGHTWAY GLASS INC	10/03/2013	215.00
46931	ROBERTS, STANLEY	10/03/2013	156.00
46932	RUDDYS PARTY TOWN INC	10/03/2013	64.50
46933	S & T OFFICE PRODUCTS INC	10/03/2013	177.00
46934	SAARION, CARL A	10/03/2013	83.00
46935	SAFEWAY DRIVING SCHOOL	10/03/2013	5,355.00
46936	SAGRASSE, ABDELAZIZ	10/03/2013	70.00
46937	SAM'S CLUB/GEMB	10/03/2013	2,026.68
46938	SAM'S CLUB/GEMB	10/03/2013	244.21
46939	SAMEC, ANTHONY NORBERT	10/03/2013	45.00
46940	SARGENT-WELCH	10/03/2013	69.94
46941	SCHAUER, DANA	10/03/2013	126.66
46942	SCHNEIDER, STEVEN	10/03/2013	52.00

Check Nbr	Vendor Name	Check Date	Check Amount
46943	SCHOLASTIC INC	10/03/2013	330.04
46944	SCHOLASTIC INC	10/03/2013	1,869.70
46945	SCHOOL HEALTH CORPORTION	10/03/2013	159.37
46946	SCHOOL SPECIALTY	10/03/2013	4,776.11
46947	SCHOOL TOOLS TV	10/03/2013	50.00
46948	SCHROEDER, JEREMY GENE	10/03/2013	45.00
46949	SECURITAS SEC SVCS USA INC	10/03/2013	746.40
46950	SERENDIPITY ART AND DESIGN SER	10/03/2013	2,073.64
46951	SHERVHEIM, LEE ALLEN	10/03/2013	19.00
46952	SIKORA, PAUL	10/03/2013	166.00
46953	Vendor Continued Check	10/03/2013	0.00
46954	SLATOR, KEVIN T	10/03/2013	361.00
46955	SCHOOL NUTRITION ASSOC (SNA)	10/03/2013	66.75
46956	SNAP-ON TOOLS	10/03/2013	87.65
46957	SOFTERWARE	10/03/2013	120.00
46958	SOMMARS, TONY	10/03/2013	45.00
46959	SORENSEN, BENJAMIN J	10/03/2013	4.99
46960	SOUTHEASTERN PERFORMANCE APPAR	10/03/2013	1,293.63
46961	SPRINT	10/03/2013	899.44
46962	SQUIRES, MARY JEAN	10/03/2013	63.00
46963	ST PAUL PUBLIC SCHOOLS	10/03/2013	9,425.76
46964	STAY TUNED PIANO SERVICES	10/03/2013	95.00
46965	STEFFEN, ERIC	10/03/2013	45.00
46966	STEINBRECHER PAINTING INC	10/03/2013	10,640.00
46967	STREAMLINE DESIGN INC	10/03/2013	16,386.00
46968	SUM	10/03/2013	350.00
46969	SUPREME SCHOOL SUPPLY CO	10/03/2013	76.43
46970	TALLY'S DOCKSIDE	10/03/2013	120.00
46971	Vendor Continued Check	10/03/2013	0.00
46972	TEACHERS CURRICULUM INSTITUTE	10/03/2013	10,382.40
46973	TEACHERS DISCOVERY	10/03/2013	43.45
46974	TELIN TRANSPORTATION GROUP LLC	10/03/2013	20.40
46975	TERNES, KELLY	10/03/2013	126.00
46976	THEISSEN, ALLISON MARIE	10/03/2013	150.00
46977	THOMPSON, BRIAN R	10/03/2013	60.00
46978	TIGER DIRECT, INC.	10/03/2013	213.27
46979	TIME FOR KIDS	10/03/2013	663.00
46980	TRADE PRESS INC	10/03/2013	1,159.00
46981	T.R.F. SUPPLY CO	10/03/2013	296.16
46982	TRIO SUPPLY COMPANY	10/03/2013	14,642.38
46983	TRUCK UTILITIES MFG CO	10/03/2013	52.67
46984	TRUSTED EMPLOYEES	10/03/2013	4,749.00
46985	TSBL DISTRIBUTING	10/03/2013	182.00
46986	TUCKER, JAMES	10/03/2013	70.00
46987	TWIN CITY ACOUSTICS INC	10/03/2013	6,076.65
46988	U.S. ENERGY SERVICES INC	10/03/2013	3,059.90
46989	UHL CO INC	10/03/2013	5,953.84
46990	US FOODS CULINARY EQUIP & SUPP	10/03/2013	41.30
46991	VERIZON WIRELESS	10/03/2013	867.26
46992	VERNIER SOFTWARE	10/03/2013	19.00

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46993	VIKING ELECTRIC SUPPLY	10/03/2013	5,068.04
46994	VIRCO INC	10/03/2013	1,586.29
46995	VO, TRACIE	10/03/2013	168.77
46996	VOCABULARY SPELLING CITY.COM	10/03/2013	167.70
46997	WALICKE, CHRISTOPHER MICHAEL	10/03/2013	45.00
46998	WALTER, BRIAN M	10/03/2013	126.00
46999	WANLESS, TROY	10/03/2013	63.00
47000	WARD, DARRELL E	10/03/2013	254.60
47001	WARGO NATURE CENTER	10/03/2013	1,430.00
47002	WASTE MANAGEMENT OF WI-MN	10/03/2013	3,016.37
47003	WHITE BEAR CENTER FOR THE ARTS	10/03/2013	390.00
47004	WHITE BEAR GLASS INC	10/03/2013	548.00
47005	WHITE BEAR LOCKSMITH INC	10/03/2013	100.60
47006	WHITE BEAR LAKE UMPIRES ASSN	10/03/2013	4,050.00
47007	WBLA EDUCATIONAL FOUNDATION	10/03/2013	3,500.00
47008	WEIERKE, AMANDA MARIE	10/03/2013	45.00
47009	WEST MUSIC COMPANY	10/03/2013	280.00
47010	WHALEN, KEVIN	10/03/2013	63.00
47011	WILLIAMS, MARIA	10/03/2013	65.00
47012	WILLIAMS, MICHAEL	10/03/2013	94.00
47013	WITZEL, ERIC KURT	10/03/2013	45.00
47014	WL HALL COMPANY	10/03/2013	2,835.75
47015	WOLFS DEN GUN SHOP	10/03/2013	315.00
47016	WORMS, DANIEL MICHAEL	10/03/2013	45.00
47017	XEROX CORPORATION	10/03/2013	199.91
47018	XU, HUI	10/03/2013	241.88
47019	YANG, CHIANA	10/03/2013	4.99
47020	YMCA OF THE GREATER TWIN CITIE	10/03/2013	85,528.27
47021	YOUNG, JASON J	10/03/2013	60.00
47022	ZINIEL, KERRY A	10/03/2013	35.00
430	Computer	Check(s) For a Total of	1,409,096.18

Check Nbr	Vendor Name	Check Date	Check Amount
40622	WHITE BEAR LAKE CITY	10/03/2013	100.00
42692	CENTURY COLLEGE	10/03/2013	1,000.00
42693	CENTURY COLLEGE	10/03/2013	1,000.00
42694	CENTURY COLLEGE	10/03/2013	1,500.00
42695	CENTURY COLLEGE	10/03/2013	500.00
45577	WHITE BEAR LAKE CITY	10/03/2013	300.00
131400355	XU, HUI	10/03/2013	141.88
7	Void	Check(s) For a Total of	4,541.88

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	430	Computer	Checks For a Total of	1,409,096.18
Total For	430	Manual, Wire Tran, ACH & Computer	Checks	1,409,096.18
Less	7	Voided	Checks For a Total of	4,541.88
			Net Amount	1,404,554.30

Check Nbr	Vendor Name	Check Date	Check Amount
47023	AIG	10/09/2013	4,960.93
47024	AMERICAN UNITED LIFE	10/09/2013	53,567.06
47025	AMERICAN UNITED LIFE	10/09/2013	22,500.00
47026	AMERIPRISE FINANCIAL SERVICES	10/09/2013	12,901.13
47027	AXA EQUITABLE	10/09/2013	31,730.04
47028	BOYER TRUCKS	10/09/2013	1,162.06
47029	CONTINENTAL MATHEMATICS LEAGUE	10/09/2013	273.00
47030	EDUCATION MN ESI BILLING TRUST	10/09/2013	20,369.67
47031	GREAT LAKES HIGHER EDUC GUARAN	10/09/2013	355.60
47032	GURSTEL CHARGO ATTORNEYS AT LA	10/09/2013	30.00
47033	HOME DEPOT CREDIT SERVICES	10/09/2013	405.93
47034	IUOE LOCAL 70	10/09/2013	2,113.69
47035	MESSERLI & KRAMER PA	10/09/2013	391.00
47036	METROPOLITAN LIFE	10/09/2013	2,647.41
47037	MN CHILDRENS MUSEUM	10/09/2013	142.50
47038	MN CHILD SUPPORT	10/09/2013	2,260.50
47039	MN DEPT OF REVENUE	10/09/2013	338.00
47040	MOUNDS VIEW HIGH SCHOOL	10/09/2013	320.00
47041	NATL GEOGRAPHY CHALLENGE	10/09/2013	70.00
47042	SAM'S CLUB/GEMB	10/09/2013	623.71
47043	Vendor Continued Check	10/09/2013	0.00
47044	SCHOOL SERVICE EMPLOYEES	10/09/2013	5,580.87
47045	US DEPT OF EDUCATION	10/09/2013	339.63
47046	VANGUARD SMALL BUSINESS SERVIC	10/09/2013	21,117.97
47047	WHITE BEAR TRAVEL	10/09/2013	2,100.00
47048	XCEL ENERGY	10/09/2013	2,728.35
26 Computer Check(s) For a Total of			189,029.05

	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	189,029.05
Total For	26	Manual, Wire Tran, ACH & Computer	Checks	189,029.05
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		189,029.05

Check Nbr	Vendor Name	Check Date	Check Amount
47049	INTL BACCALAUREATE ORGANIZATIO	10/10/2013	3,495.00
47050	SHERATON SALT LAKE CITY	10/10/2013	1,236.36
47051	TRAVEL LEADERS	10/10/2013	1,902.00
3	Computer	Check(s) For a Total of	6,633.36

	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
	3	Computer	Checks For a Total of	6,633.36
Total For	3	Manual, Wire Tran, ACH &	Computer Checks	6,633.36
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	6,633.36

Check Nbr	Vendor Name	Check Date	Check Amount
131400419	ADAMS, LINDA J	10/15/2013	34.91
131400420	BERNIER, CARYN S	10/15/2013	112.44
131400421	BRODT, STACY ANN	10/15/2013	126.71
131400422	BROVOLD, LAURA B	10/15/2013	189.95
131400423	BROZA, KAREN J	10/15/2013	122.95
131400424	CULLEN, CRAIG J	10/15/2013	186.51
131400425	DAHL, CHRISTINE S	10/15/2013	67.98
131400426	DEEN, DENISE T	10/15/2013	274.60
131400427	DERBY, SARA A	10/15/2013	131.04
131400428	DRAEGER, DEBORAH M	10/15/2013	44.07
131400429	DUSTIN, JOSEPH J	10/15/2013	89.73
131400430	DYMIT, MARIE S	10/15/2013	96.61
131400431	EDBERG, REBECCA J	10/15/2013	271.10
131400432	ENGSTRAN, PAUL A	10/15/2013	40.00
131400433	FINK, AVIS A	10/15/2013	250.95
131400434	FRY, JOHN E	10/15/2013	25.00
131400435	FUHRMAN, SARAH J	10/15/2013	47.14
131400436	GAMBONI, RICHARD A	10/15/2013	40.00
131400437	GODMARE, BETTY J	10/15/2013	100.47
131400438	GORIS, PAMELA L	10/15/2013	43.96
131400439	HANSON, MARILYN LOUCKS	10/15/2013	80.00
131400440	HEALY, JASON CHARLES	10/15/2013	275.72
131400441	HOEG, SCOTT A	10/15/2013	64.41
131400442	HOLMAN, DUSTIN D	10/15/2013	12.99
131400443	HUBBARD, MICHELLE K	10/15/2013	274.00
131400444	HUNT, STACEY ANNE	10/15/2013	49.98
131400445	HYLEN, JENNIFER LYNN	10/15/2013	24.91
131400446	KELLEY, DEBRA K	10/15/2013	65.00
131400447	KENT, SHEILA B	10/15/2013	50.85
131400448	KRAMLINGER, TRACEY A	10/15/2013	46.75
131400449	LAMWERS, LINDSAY M	10/15/2013	199.41
131400450	LARSON, JOHN FRANCIS	10/15/2013	88.00
131400451	LEONARD, BRIAN J	10/15/2013	579.63
131400452	LODERMEIER, EILEEN F	10/15/2013	92.47
131400453	LUND, BARBARA A	10/15/2013	34.75
131400454	MCCULLOUGH, KAREN K	10/15/2013	58.75
131400455	MCGRANE, MARY E	10/15/2013	79.81
131400456	MELQUIST, NANCY J	10/15/2013	184.64
131400457	MICHEL, ROCHELLE N	10/15/2013	25.48
131400458	MICKELSON, DANIELLE M	10/15/2013	363.37
131400459	MILES, MARY T	10/15/2013	436.24
131400460	NADEAU, MARGARET M	10/15/2013	811.08
131400461	NASVIK, CRAIG S	10/15/2013	76.22
131400462	NEWMMASTER, MARGARET A	10/15/2013	26.47
131400463	OGRADY, CATHY SUE	10/15/2013	71.47
131400464	PEARSON, JILL M	10/15/2013	239.64
131400465	PELTO, DUNJA L	10/15/2013	27.97
131400466	PICHA, CHRISTINA K	10/15/2013	118.11
131400467	PLAISTED, KAYNA R	10/15/2013	47.46
131400468	RASMUSSEN, JEAN H	10/15/2013	381.74

Check Nbr	Vendor Name	Check Date	Check Amount
131400469	REED, TAMMY L	10/15/2013	110.75
131400470	RUDDY, JACQUELINE M	10/15/2013	81.00
131400471	SANNY, JOHN H	10/15/2013	144.26
131400472	SCHMIDT, DANIEL Q	10/15/2013	136.28
131400473	SCHWARTZ, DAVID A	10/15/2013	42.94
131400474	SIMSHAUSER, KIMBERLY P	10/15/2013	311.32
131400475	STIRLING, CONNIE B	10/15/2013	55.65
131400476	STUCYNSKI, JILL L	10/15/2013	139.47
131400477	SUKO, PATRICK J	10/15/2013	390.00
131400478	SVIR, SARA A	10/15/2013	407.47
131400479	SWITZER, LISA MARIE	10/15/2013	129.87
131400480	TATE, JO E	10/15/2013	195.27
131400481	TRAVER, SHAWNA J	10/15/2013	70.95
131400482	TROSKE, CARRIE L	10/15/2013	90.97
131400483	ULFIG, COLLEEN M	10/15/2013	52.83
131400484	VILLAFANIA, DEBRA A	10/15/2013	265.45
131400485	WATTERS, LAURA J	10/15/2013	125.56
131400486	WHITE, THOMAS R	10/15/2013	77.12
131400487	WODICKA, JULIE A	10/15/2013	431.74
69	ACH	Check(s) For a Total of	10,442.34

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	69	ACH	Checks For a Total of	10,442.34
	0	Computer	Checks For a Total of	0.00
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Less	0	Voided	Checks For a Total of	0.00
		Net Amount		10,442.34

Check Nbr	Vendor Name	Check Date	Check Amount
47052	1ST LINE/LEEWES VENTURES LLC	10/17/2013	1,184.50
47053	AARP DRIVER SAFETY PROGRAM	10/17/2013	326.00
47054	ABBOTT PAINT & CARPET INC	10/17/2013	1,112.26
47055	ABLENET INC	10/17/2013	343.00
47056	ACCUCUT	10/17/2013	87.00
47057	ACCURATE LABEL DESIGNS	10/17/2013	138.00
47058	ACDA OF MN	10/17/2013	220.00
47059	ACP DIRECT	10/17/2013	977.85
47060	ACT INC	10/17/2013	160.00
47061	ADVANCED WIRELESS COMMUNICATIO	10/17/2013	155.45
47062	AGOSTO INC	10/17/2013	61,382.00
47063	AGROPUR INC	10/17/2013	24,426.94
47064	ALLEGRA	10/17/2013	380.21
47065	ALLEN, WILLIAM	10/17/2013	110.00
47066	ALTRINGER, KARRIE	10/17/2013	74.00
47067	AMAZON	10/17/2013	60.09
47068	AMERICAN MESSAGING	10/17/2013	141.57
47069	AMER RED CROSS	10/17/2013	152.00
47070	AMERICAN TIME & SIGNAL CO	10/17/2013	957.25
47071	AMERIPRIDE SERVICES	10/17/2013	612.32
47072	ASSOC FOR MIDDLE LEVEL EDUC	10/17/2013	349.00
47073	ANDERSON, JANSE	10/17/2013	588.00
47074	ANOKA COUNTY TREASURY DEPARTME	10/17/2013	125.27
47075	ANOKA-HENNEPIN SCHOOL DISTRICT	10/17/2013	1,914.66
47076	APPLE COMPUTER INC	10/17/2013	728.00
47077	APPLIED ENVIRONMENTAL SCI INC	10/17/2013	1,745.00
47078	ASCHEMAN, MOLLY MARIE	10/17/2013	123.87
47079	ASPER, STEVEN M	10/17/2013	885.55
47080	ASTLEFORD INTERNATIONAL TRUCKS	10/17/2013	131.01
47081	ATOMIC ARCHITECTURAL SHEET MET	10/17/2013	64,399.07
47082	AUTISM RESOURCE NETWORK INC	10/17/2013	220.77
47083	BACHMAN, WARREN	10/17/2013	40.00
47084	BADE, BARBARA CHRISTI	10/17/2013	583.70
47085	BARNES & NOBLE	10/17/2013	306.65
47086	BATTERIES PLUS	10/17/2013	89.97
47087	BEAR PATCH QUILTING CO	10/17/2013	2,633.00
47088	BECKMAN, CHRISTOPHER	10/17/2013	57.00
47089	BENCHMARK EDUCATION COMPANY	10/17/2013	1,479.50
47090	BIO-RAD LABORATORIES	10/17/2013	253.88
47091	BLB CONSULTING LLC	10/17/2013	980.00
47092	BLICK ART MATERIALS	10/17/2013	162.27
47093	BLUE BELL ENTERPRISES INC	10/17/2013	5,973.04
47094	BLUEBIRD SCREEN PRINT	10/17/2013	48.00
47095	BOWMAN, DON	10/17/2013	83.00
47096	BRAKE & EQUIPMENT WAREHOUSE, I	10/17/2013	65.46
47097	THE BUG COMPANY	10/17/2013	32.00
47098	BUREAU OF EDUCATION & RESEARCH	10/17/2013	235.00
47099	CALCULATORS INC	10/17/2013	936.00
47100	CAMBIUM LEARNING INC	10/17/2013	3,460.60
47101	CAREY, MARK	10/17/2013	63.00

Check Nbr	Vendor Name	Check Date	Check Amount
47102	CAREY, MATTHEW	10/17/2013	63.00
47103	CAROLINA BIOLOGICAL SUPPLY	10/17/2013	107.47
47104	CARROT-TOP INDUSTRIES INC	10/17/2013	56.11
47105	CARTRIDGES DIRECT	10/17/2013	202.98
47106	CARTRIDGE WORLD	10/17/2013	447.97
47107	CDW GOVERNMENT INC	10/17/2013	1,089.93
47108	CENTURYLINK	10/17/2013	262.00
47109	CHRISTIAN, MATT	10/17/2013	63.00
47110	Vendor Continued Check	10/17/2013	0.00
47111	Vendor Continued Check	10/17/2013	0.00
47112	Vendor Continued Check	10/17/2013	0.00
47113	Vendor Continued Check	10/17/2013	0.00
47114	CJ DUFFY PAPER CO	10/17/2013	53,566.98
47115	CLARK ENGINEERING CORP	10/17/2013	109.60
47116	CONSTRUCTION MANAGEMENT BUILDI	10/17/2013	48,160.45
47117	COCA-COLA BOTTLING MIDWEST CO	10/17/2013	2,441.40
47118	THE COLLEGE BOARD-MRO	10/17/2013	215.00
47119	COMCAST	10/17/2013	5.28
47120	COMCAST	10/17/2013	74.60
47121	COMCAST	10/17/2013	74.60
47122	COMMUNICATION MAILING SERVICES	10/17/2013	757.89
47123	CONCORDIA LANGUAGE VILLAGE	10/17/2013	621.00
47124	Vendor Continued Check	10/17/2013	0.00
47125	CONNEY SAFETY	10/17/2013	432.55
47126	CONTINENTAL RESEARCH CORP	10/17/2013	456.65
47127	COOL AIR MECHANICAL	10/17/2013	167,889.22
47128	COOPER, MICHAEL	10/17/2013	63.00
47129	COOPS SPORTSWEAR	10/17/2013	600.00
47130	COPY IMAGES INC	10/17/2013	4,826.00
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47133	CRADDOCK, ANDREW M	10/17/2013	63.00
47134	CRAGG, RICHARD	10/17/2013	88.90
47135	CREATIVE MATHEMATICS	10/17/2013	615.00
47136	CUB FOODS OF WHITE BEAR TWSHP	10/17/2013	380.09
47137	CUB FOODS OF WOODBURY	10/17/2013	369.41
47138	CUP AND CONE	10/17/2013	45.00
47139	CURRICULUM ASSOCIATES LLC	10/17/2013	290.08
47140	CUSTOM DRYWALL	10/17/2013	50,492.50
47141	CUSTOM INK LLC	10/17/2013	617.76
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47146	DARGAY, ANGELA D	10/17/2013	125.00
47147	DART PORTABLE STORAGE INC	10/17/2013	180.00
47148	DAY, ROGER ANTHONY	10/17/2013	84.00
47149	DEAN, LANDIS	10/17/2013	15.30
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47151	DEHOOP, MELISSA	10/17/2013	8.95

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47152	DEJARLAIS, MARILYN	10/17/2013	37.82
47153	DELFORGE, SARAH ANN	10/17/2013	103.00
47154	DELL MARKETING LP	10/17/2013	57.99
47155	DESIGNER SIGN SYSTEMS INC	10/17/2013	37.00
47156	DEVETTER DESIGN GROUP	10/17/2013	3,411.00
47157	DEY DISTRIBUTING	10/17/2013	87.84
47158	DIVERSIFIED SNACK DISTRIBUTION	10/17/2013	3,989.53
47159	DOMINOS PIZZA	10/17/2013	314.55
47160	DOMRONGWATTANAKUL, NATTHAPONG	10/17/2013	6.50
47161	DONATELLI'S	10/17/2013	1,873.02
47162	DOOR SERVICE COMPANY	10/17/2013	3,085.91
47163	DORNFELD, MATT	10/17/2013	84.00
47164	DRAKE, THOMAS	10/17/2013	192.10
47165	DUFFY, JEAN	10/17/2013	21.25
47166	EASTVIEW HIGH SCHOOL	10/17/2013	105.00
47167	ECKROTH MUSIC	10/17/2013	187.95
47168	ED'S TROPHIES INC	10/17/2013	192.96
47169	EDUC DESIGN LLC	10/17/2013	1,180.00
47170	EDVOTEK	10/17/2013	173.80
47171	EHRMAN, SHERRIE	10/17/2013	86.70
47172	ENGSTRAN, STEVE	10/17/2013	35.00
47173	ENGSTRAN, TOM	10/17/2013	180.00
47174	ENTERTAINMENT	10/17/2013	810.00
47175	ENZ, TAMI JEAN	10/17/2013	131.95
47176	ERHARDT, GARY	10/17/2013	100.00
47177	ERHARDT, SCOTT D	10/17/2013	100.00
47178	ERIKS BIKE SHOP	10/17/2013	184.19
47179	FASTENAL COMPANY	10/17/2013	123.75
47180	FATWHEELS	10/17/2013	132.83
47181	FEDEX	10/17/2013	11.01
47182	FESTIVAL FOODS-KNOWLAN'S	10/17/2013	287.72
47183	FILIP, LOU	10/17/2013	63.00
47184	FIORAVANTI, MARC	10/17/2013	63.00
47185	FIRST STUDENT INC	10/17/2013	203,235.57
47186	FITNESS FINDERS INC	10/17/2013	121.79
47187	FLINN SCIENTIFIC INC	10/17/2013	151.61
47188	FLORIDA NATL HIGH ADVENTURE	10/17/2013	2,000.00
47189	FOREST LAKE PRINTING	10/17/2013	36.00
47190	FRATTALONES HARDWARE STORES	10/17/2013	1,073.02
47191	FREDERICK, MICHAEL	10/17/2013	70.00
47192	FREDRICK, TRACEY	10/17/2013	88.00
47193	FREY, DANIEL J	10/17/2013	210.00
47194	FRONTRUNNER EVENTS	10/17/2013	95.00
47195	G&K SERVICES	10/17/2013	679.52
47196	GALLAGHERS NORTHWESTERN TIRE C	10/17/2013	207.95
47197	GAMBINO, DANA	10/17/2013	6.00
47198	GAME WORLD	10/17/2013	1,465.00
47199	GENERAL PARTS LLC	10/17/2013	116.05
47200	GENESIS TECHNOLOGIES	10/17/2013	7,854.00
47201	GERMSCHIED, MICHAEL P	10/17/2013	57.00

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47204	GOLDCOM INC	10/17/2013	69.19
47205	GOPHER	10/17/2013	1,986.77
47206	GORHAM OIEN MECHANICAL	10/17/2013	5,415.00
47207	GRAFFIC TRAFFIC LLC	10/17/2013	1,485.00
47208	GRAFSKY, JONATHAN D	10/17/2013	8.99
47209	Vendor Continued Check	10/17/2013	0.00
47210	GRAINGER	10/17/2013	4,571.42
47211	GRANDMA'S BAKERY INC	10/17/2013	234.13
47212	GRANGER, BARBARA J	10/17/2013	44.75
47213	GRAPHIC RESOURCES	10/17/2013	232.46
47214	GREATAMERICA FINANCIAL SERVICE	10/17/2013	699.92
47215	GROTH MUSIC CO	10/17/2013	451.41
47216	GROUP TRAVEL PLANNERS	10/17/2013	4,200.00
47217	GROVER, JAN ZITA	10/17/2013	262.50
47218	H2O FOR LIFE	10/17/2013	246.00
47219	HAAG, LOIS	10/17/2013	45.90
47220	HAAS MUSICAL INSTRUMENT REPAIR	10/17/2013	254.00
47221	HALLBERG ENGINEERING INC	10/17/2013	7,445.84
47222	HALVERSON, ZACHARY	10/17/2013	120.00
47223	HAMLIN UNIVERSITY	10/17/2013	440.00
47224	HEALY AWARDS INC	10/17/2013	1,495.87
47225	HEDBERG AGGREGATES	10/17/2013	196.76
47226	HEIDE, SHERRY	10/17/2013	79.70
47227	HEIM, SHERI	10/17/2013	79.70
47228	HERDER, JIM	10/17/2013	57.00
47229	HIGH TECH KIDS	10/17/2013	60.00
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47235	HOLEMAN, JENNY	10/17/2013	50.00
47236	HOLIDAY INN	10/17/2013	771.82
47237	HOPPE, JUSTIN JAY	10/17/2013	28.00
47238	HOUGHTON MIFFLIN HARCOURT	10/17/2013	3,708.10
47239	HUMANEX VENTURES	10/17/2013	5,100.00
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47246	IFD	10/17/2013	189,871.87
47247	IMAGE BUILDERS	10/17/2013	359.58
47248	INDIANA DEV TRAINING CTR OF LA	10/17/2013	3,107.80
47249	INTEGRA TELECOM	10/17/2013	1,275.00
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47251	JAYTECH INC	10/17/2013	14,753.61

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47252	JOHN DEERE LANDSCAPES	10/17/2013	229.55
47253	JOHN HENRY FOSTER MINNESOTA	10/17/2013	1,494.46
47254	JOHNSON, JUDITH ANN	10/17/2013	251.00
47255	JOHNSON CONTROLS INC	10/17/2013	764.00
47256	JW PEPPER & SON INC	10/17/2013	205.89
47257	K PEARSON MECHANICAL LLC	10/17/2013	9,202.81
47258	KAGAN	10/17/2013	93.00
47259	KARLSBURGER FOODS INC	10/17/2013	1,062.55
47260	KASE, MARK	10/17/2013	55.00
47261	KATH FUEL OIL SERVICE CO	10/17/2013	28,499.87
47262	KELLINGTON CONSTRUCTION INC	10/17/2013	21,350.06
47263	KIMBALL MIDWEST	10/17/2013	191.70
47264	KLOC, KATIE BARBARA	10/17/2013	5.00
47265	KLOSTER, MARY	10/17/2013	27.20
47266	KOREEN, GLORIA	10/17/2013	10.20
47267	KRAFT CONTRACTING & MECHANICAL	10/17/2013	7,299.12
47268	KRIVANEK, RICH	10/17/2013	245.00
47269	KULLY SUPPLY COMPANY	10/17/2013	434.38
47270	KWAPICK, LINDA M	10/17/2013	120.00
47271	LABELLE, PAUL H	10/17/2013	126.00
47272	LAKE COUNTRY BOOKSELLERS	10/17/2013	111.89
47273	LANDS BEST FOODS	10/17/2013	4,194.25
47274	LAROCHELLE, DAVID	10/17/2013	800.00
47275	LARUE, DEBORAH	10/17/2013	100.00
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47277	LEARNING A-Z	10/17/2013	2,411.80
47278	LEROY AND JOSEPH HOULE CONTRAC	10/17/2013	3,250.00
47279	LEW ELECTRIC INC	10/17/2013	26,600.00
47280	LHB INC	10/17/2013	392.00
47281	LIBRARIANS BOOK EXPRESS LLC	10/17/2013	582.43
47282	LIBRARY STORE INC	10/17/2013	223.90
47283	LIDS TEAM SPORTS	10/17/2013	3,540.86
47284	LIFETIME MEMORY PRODUCTS	10/17/2013	3,398.17
47285	LORINSER, TONY	10/17/2013	130.00
47286	LUFT, MAGGIE	10/17/2013	24.65
47287	LUNDA, BECKY	10/17/2013	25.00
47288	MALLOY/MONTAGUE/KARNOWSKI & CO	10/17/2013	4,500.00
47289	MANDILE, RICHARD J	10/17/2013	55.00
47290	MARRCH	10/17/2013	424.00
47291	MARSHALL, JESSICA	10/17/2013	8.99
47292	MN ASSOC OF SECONDARY SCHOOL P	10/17/2013	35.00
47293	MCGRAW-HILL COMPANIES	10/17/2013	3,296.55
47294	MEDTOX LABORATORIES	10/17/2013	92.00
47295	MENARDS-MAPLEWOOD	10/17/2013	1,769.65
47296	MERZER MALP, SHEILA	10/17/2013	385.00
47297	METRO ECSU	10/17/2013	1,300.00
47298	METRO-CLEANING SERVICES INC	10/17/2013	7,250.00
47299	MIDWEST BUS PARTS INC	10/17/2013	35.76
47300	MIDWEST TECHNOLOGY PRODUCTS	10/17/2013	305.35
47301	MINNETONKA HIGH SCHOOL	10/17/2013	105.00

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47302	MINNSPRA	10/17/2013	179.00
47303	MINVALCO INC	10/17/2013	869.99
47304	MN ASSOC OF IB WORLD SCHOOLS	10/17/2013	1,050.00
47305	MN COACHES INC	10/17/2013	6,795.00
47306	MN CONWAY FIRE & SAFETY	10/17/2013	15,756.50
47307	MN DEPT OF HEALTH	10/17/2013	45.00
47308	MN DEPT OF LABOR & INDUSTRY	10/17/2013	200.00
47309	MN EDUCATIONAL MEDIA ORGANIZAT	10/17/2013	195.00
47310	MN ELEVATOR INC	10/17/2013	752.77
47311	MN MOBILE TELEPHONE CO INC	10/17/2013	99.00
47312	MONTESSORI OUTLET	10/17/2013	286.66
47313	MOORHEAD MACHINERY & BOILER CO	10/17/2013	456.75
47314	MORANCEY, JULIE	10/17/2013	150.00
47315	MOTT, RANDALL	10/17/2013	83.00
47316	MOULTON, DAVID	10/17/2013	115.00
47317	MP NEXLEVEL LLC	10/17/2013	130.00
47318	MUSIC THEATER INTL	10/17/2013	25.00
47319	NASCO	10/17/2013	63.31
47320	NATL GEOGRAPHIC BEE	10/17/2013	100.00
47321	NCS PEARSON INC	10/17/2013	179.40
47322	NEJAD, REZA	10/17/2013	47.00
47323	NEW WAY HYPNOSIS CLINC INC	10/17/2013	352.00
47324	NIENHUIS MONTESSORI USA INC	10/17/2013	17.42
47325	NOLAN, KEITH	10/17/2013	157.00
47326	NOLEN, MARK	10/17/2013	84.00
47327	NORCENTRONIX DISTRIBUTING	10/17/2013	4,370.00
47328	NORCOSTCO	10/17/2013	47.10
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47336	NOVAK, JANICE S	10/17/2013	200.00
47337	O'REILLY AUTOMOTIVE INC	10/17/2013	733.06
47338	OFFICE DEPOT	10/17/2013	203.48
47339	OFFICE OF THE SECRETARY OF STA	10/17/2013	120.00
47340	OFFICE SYSTEMS AND DESIGN INC	10/17/2013	761.23
47341	OFFICEMAX INCORPORATED	10/17/2013	50.53
47342	OFFICE MAX CONTRACT INC	10/17/2013	80.75
47343	ON SITE SANITATION INC	10/17/2013	576.00
47344	ORIENTAL TRADING CO INC	10/17/2013	65.99
47345	ORLOSKE, MATTHEW JULIEN	10/17/2013	588.00
47346	OTT TO PRINT GREEN	10/17/2013	138.00
47347	OXYGEN SERVICE CO INC	10/17/2013	23.40
47348	PALMER WEST CONSTRUCTION	10/17/2013	77,949.90
47349	PARTSMASTER	10/17/2013	1,131.90
47350	PATTERSON, JAMES	10/17/2013	166.00
47351	PRAIRIE DU CHIEN AREA SCHOOLS	10/17/2013	612.15

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47352	PEARSON EDUCATION INC	10/17/2013	8,089.89
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47354	PIONEER	10/17/2013	535.00
47355	PIPE-TYTES	10/17/2013	284.00
47356	PITNEY BOWES INC	10/17/2013	82.90
47357	PITNEY BOWES INC	10/17/2013	30.48
47358	PITNEY BOWES	10/17/2013	618.00
47359	POULSON, JOHN W	10/17/2013	66.00
47360	PRAXAIR DISTRIBUTION INC	10/17/2013	125.42
47361	PREISLER, PAM	10/17/2013	90.00
47362	PRESS PUBLICATIONS	10/17/2013	106.00
47363	PRESS PUBLICATIONS	10/17/2013	1,635.98
47364	PRO-ED INC	10/17/2013	61.60
47365	QUIKSHIP CA INC	10/17/2013	222.89
47366	RED BALLOON BOOKSHOP	10/17/2013	596.29
47367	RED CEDAR STEEL ERECTORS INC	10/17/2013	15,200.00
47368	REGENTS OF THE UNIV OF MN	10/17/2013	6.86
47369	REIF, NOELLE	10/17/2013	25.00
47370	THE RETROFIT COMPANIES INC	10/17/2013	905.95
47371	RHODES, LASHAWNA M	10/17/2013	14.00
47372	RICE LAKE CONSTRUCTION GRP	10/17/2013	140,987.60
47373	RICHARDSON, GENE	10/17/2013	264.00
47374	RICHARDS MELISSA	10/17/2013	170.00
47375	RINK-TEC INTERNATIONAL INC	10/17/2013	7,174.67
47376	RM COTTON COMPANY	10/17/2013	911.21
47377	ROSEVILLE AREA SCHOOLS	10/17/2013	15,266.90
47378	S & T OFFICE PRODUCTS INC	10/17/2013	117.03
47379	SAFETYFIRST PLAYGROUND SURFACI	10/17/2013	9,754.00
47380	SAIKO, KATHY	10/17/2013	25.50
47381	SALAHIDDINE, OTHMONE	10/17/2013	130.00
47382	SAM'S CLUB/GEMB	10/17/2013	45.00
47383	SAM'S CLUB/GEMB	10/17/2013	1,128.38
47384	SAM'S CLUB/GEMB	10/17/2013	36.16
47385	SCAN AIR FILTER INC	10/17/2013	117.47
47386	SCANTRON CORPORATION	10/17/2013	251.84
47387	SCHAEFFER MFG CO	10/17/2013	298.45
47388	SCHERTZ, CLETUS	10/17/2013	131.08
47389	SCHMIDT, CINDY	10/17/2013	20.00
47390	SCHMITZ, DANIELLE	10/17/2013	90.00
47391	SCHMITT MUSIC COMPANY	10/17/2013	150.26
47392	SCHOLASTIC INC	10/17/2013	1,072.45
47393	SCHOOL NURSE SUPPLY INC	10/17/2013	42.14
47394	SCHOOL SPECIALTY	10/17/2013	987.98
47395	SCHOOLIDENTITY.COM	10/17/2013	11.00
47396	SCHWAAB INC	10/17/2013	38.99
47397	SEARS, PETER R	10/17/2013	84.00
47398	SECURITAS SEC SVCS USA INC	10/17/2013	2,488.00
47399	SENTRY SYSTEMS INC	10/17/2013	280.00
47400	SETTER, SUSAN	10/17/2013	49.00
47401	SHRED-IT USA - MINNEAPOLIS	10/17/2013	719.18

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47402	SLATOR, KEVIN T	10/17/2013	110.00
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47404	SMILEMAKERS INC	10/17/2013	32.97
47405	SCHOOL NUTRITION ASSOC (SNA)	10/17/2013	8.00
47406	SNA	10/17/2013	12.00
47407	SNAP-ON TOOLS	10/17/2013	15.55
47408	SOAR LEARNING LLC	10/17/2013	614.92
47409	SOCIAL THINKING PUBLISHING	10/17/2013	339.63
47410	SOLARWINDS	10/17/2013	3,530.00
47411	SPECIALTY PROMOTIONS	10/17/2013	96.00
47412	SPOONER, JAMES A	10/17/2013	66.00
47413	ST PAUL LINOLEUM & CARPET COMP	10/17/2013	7,600.00
47414	ST PAUL RIVER CENTRE	10/17/2013	2,640.00
47415	ST PAUL AREA ATHENA AWARDS	10/17/2013	75.00
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47418	STAR TRIBUNE	10/17/2013	39.65
47419	STATE SUPPLY CO	10/17/2013	87.12
47420	STAY TUNED PIANO SERVICES	10/17/2013	95.00
47421	STEINBRECHER PAINTING INC	10/17/2013	55,465.00
47422	STEINER, WENDY R	10/17/2013	298.25
47423	STENGLEIN, PAUL	10/17/2013	100.00
47424	STEPPINGSTONE THEATRE	10/17/2013	492.00
47425	STREAMLINE DESIGN INC	10/17/2013	1,632.00
47426	SUBURBAN FLOOR COVERING	10/17/2013	598.00
47427	SUBWAY	10/17/2013	549.55
47428	SUBWAY	10/17/2013	234.00
47429	SUM	10/17/2013	175.00
47430	THAO, AMY	10/17/2013	49.50
47431	THUROW, JOSHUA P	10/17/2013	84.00
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47435	TIES	10/17/2013	942.50
47436	TOBIN, CONOR	10/17/2013	130.00
47437	TPRS PUBLISHING INC	10/17/2013	187.00
47438	TRADE PRESS INC	10/17/2013	6,323.02
47439	TRADE PRESS INC	10/17/2013	4,593.10
47440	TRANE US INC	10/17/2013	65.02
47441	T.R.F. SUPPLY CO	10/17/2013	334.50
47442	TURE KATHY	10/17/2013	25.00
47443	TWIN CITY ACOUSTICS INC	10/17/2013	5,206.95
47444	TWIN CITY HARDWARE	10/17/2013	32.70
47445	TWIN CITY JANITOR SUPPLY CO	10/17/2013	190.96
47446	TWIN CITIES HUMAN RESOURCE ASS	10/17/2013	95.00
47447	TWIST, CAROLYN SUE	10/17/2013	74.00
47448	U.S. ENERGY SERVICES INC	10/17/2013	821.00
47449	UNIV MN JOB FAIR	10/17/2013	335.00
47450	US BANK	10/17/2013	290.00
47451	Vendor Continued Check	10/17/2013	0.00

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47452	US FOODS CULINARY EQUIP & SUPP	10/17/2013	5,771.44
47453	VADNAIS HEIGHTS SPORTS COMPLEX	10/17/2013	250.00
47454	VAIL, GAYLE J	10/17/2013	21.25
47455	VAN LUYK, LEONARD	10/17/2013	55.00
47456	VANDERBILT UNIVERSITY	10/17/2013	40.00
47457	VANG, KHOU	10/17/2013	3.55
47458	VARSITY SPIRIT FASHIONS	10/17/2013	43.50
47459	VERIZON WIRELESS	10/17/2013	61.03
47460	VADNAIS HEIGHTS ECONOMIC DEV C	10/17/2013	60.00
47461	VIKING ELECTRIC SUPPLY	10/17/2013	3,435.50
47462	WARD'S SCIENCE	10/17/2013	102.01
47463	WARNERS' STELLIAN	10/17/2013	833.90
47464	WASTE MANAGEMENT OF WI-MN	10/17/2013	14,940.64
47465	WHITE BEAR LOCKSMITH INC	10/17/2013	115.00
47466	WHITE BEAR AREA CHAMBER	10/17/2013	25.00
47467	WHITE BEAR LAKE (CITY OF)	10/17/2013	2,720.28
47468	WBL FIRE DEPT	10/17/2013	50.00
47469	WHITE BEAR LAKE ROTARY CLUB	10/17/2013	241.50
47470	WEIER, PAMELA LEANDRA	10/17/2013	15.89
47471	WELLNER LAW PLLC	10/17/2013	200.00
47472	WHEELER HARDWARE COMPANY	10/17/2013	5,719.00
47473	WI EDUC RESOURCES LLC	10/17/2013	475.00
47474	WILLIAMS, MICHAEL	10/17/2013	47.00
47475	WILLOW LANE ELEM PTO	10/17/2013	450.98
47476	WIMER, MARY KATHRYN	10/17/2013	150.00
47477	WINDSTREAM	10/17/2013	2,603.18
47478	WORLD'S FINEST CHOCOLATE INC	10/17/2013	1,310.00
47479	WRIGHT, MADELEINE F	10/17/2013	25.50
47480	XEROX FINANCIAL SERVICES	10/17/2013	289.67
47481	XIONG, KIA YANG	10/17/2013	65.00
47482	YOGA DEVOTION LLC	10/17/2013	810.00
47483	ZAPPETILLO, DAVID	10/17/2013	57.00
47484	ZARAMBO, MARIA	10/17/2013	132.00
433	Computer	Check(s) For a Total of	1,727,046.88

Check Nbr	Vendor Name	Check Date	Check Amount
32272	KOWALSKI, JOSEPH	10/17/2013	85.00
32427	POTTS, KRISTIN E	10/17/2013	60.00
32784	SOUTH ST PAUL HIGH SCHOOL	10/17/2013	144.00
46173	AUTO GLASS EXPRESS	10/17/2013	60.00
4	Void	Check(s) For a Total of	349.00

	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
	433	Computer	Checks For a Total of	1,727,046.88
Total For	433	Manual, Wire Tran, ACH & Computer	Checks	1,727,046.88
Less	4	Voided	Checks For a Total of	349.00
			Net Amount	1,726,697.88

Check Nbr	Vendor Name	Check Date	Check Amount
47485	AIG	10/24/2013	4,960.93
47486	AMERICAN UNITED LIFE	10/24/2013	60,859.77
47487	AMERIPRISE FINANCIAL SERVICES	10/24/2013	13,026.13
47488	AXA EQUITABLE	10/24/2013	33,312.17
47489	COPY IMAGES INC	10/24/2013	13,181.51
47490	CRYSTAL INN DOWNTOWN SLC	10/24/2013	287.14
47491	DELTA DENTAL PLAN OF MN	10/24/2013	63,141.50
47492	EDUCATION MN ESI BILLING TRUST	10/24/2013	20,369.67
47493	GREAT LAKES HIGHER EDUC GUARAN	10/24/2013	355.60
47494	GURSTEL CHARGO ATTORNEYS AT LA	10/24/2013	22.00
47495	Vendor Continued Check	10/24/2013	0.00
47496	Vendor Continued Check	10/24/2013	0.00
47497	HEALTHPARTNERS	10/24/2013	1,057,309.63
47498	IUOE LOCAL 70	10/24/2013	2,113.69
47499	Vendor Continued Check	10/24/2013	0.00
47500	Vendor Continued Check	10/24/2013	0.00
47501	Vendor Continued Check	10/24/2013	0.00
47502	MADISON NATIONAL LIFE	10/24/2013	40,360.54
47503	MESSERLI & KRAMER PA	10/24/2013	391.00
47504	METROPOLITAN LIFE	10/24/2013	2,647.41
47505	MN CHILD SUPPORT	10/24/2013	2,262.11
47506	MN DEPT OF REVENUE	10/24/2013	338.00
47507	THE ROSE LAW FIRM, PLLC	10/24/2013	553.00
47508	SCHOOL SERVICE EMPLOYEES	10/24/2013	5,633.02
47509	US DEPT OF EDUCATION	10/24/2013	339.63
47510	VANGUARD SMALL BUSINESS SERVIC	10/24/2013	20,951.33
47511	WHITE BEAR LAKE FOOD SERV	10/24/2013	1,788.75
47512	XCEL ENERGY	10/24/2013	97,643.91
28	Computer	Check(s) For a Total of	1,441,848.44

Check Nbr	Vendor Name	Check Date	Check Amount
47421	STEINBRECHER PAINTING INC	10/25/2013	55,465.00
1	Void	Check(s) For a Total of	55,465.00

	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
	28	Computer	Checks For a Total of	1,441,848.44
Total For	28	Manual, Wire Tran, ACH & Computer	Checks	1,441,848.44
Less	1	Voided	Checks For a Total of	55,465.00
			Net Amount	1,386,383.44

Check Nbr	Vendor Name	Check Date	Check Amount
47513	STEINBRECHER PAINTING INC	10/25/2013	55,465.00
1	Computer	Check(s) For a Total of	55,465.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	55,465.00
Total For	1	Manual, Wire Tran, ACH &	Computer Checks	55,465.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	55,465.00

Check Nbr	Vendor Name	Check Date	Check Amount
11	WHITE BEAR LAKE EXTENDED DAY	10/28/2013	462.00
12	WHITE BEAR LAKE TEACHERS ASSOC	10/28/2013	69,390.47
2	Computer	Check(s) For a Total of	69,852.47

Check Nbr	Vendor Name	Check Date	Check Amount
131400488	ANDERSON, ROBERT J	10/29/2013	185.00
131400489	ANGELLIS, DEEDRA K	10/29/2013	76.91
131400490	ASPER, STEVEN M	10/29/2013	800.00
131400491	BARNES, JOHN D	10/29/2013	75.00
131400492	BARTH, CARRIE M	10/29/2013	75.00
131400493	BARTLETT, RYAN R	10/29/2013	110.00
131400494	BEGE, JEFFREY T	10/29/2013	151.39
131400495	CLYNE, KRISTINE L	10/29/2013	35.90
131400496	CUNNINGHAM, ANGELA A	10/29/2013	167.24
131400497	DAHL, CHRISTINE S	10/29/2013	150.00
131400498	DANIELS, KATHLEEN S	10/29/2013	33.95
131400499	DESTACHE, DANIEL JAMES	10/29/2013	321.47
131400500	DEUEL, LYN M	10/29/2013	46.00
131400501	EGEMO, PATRICIA ANN	10/29/2013	53.39
131400502	ENGLUND, BETH M	10/29/2013	549.33
131400503	ESBOLDT, LISA A	10/29/2013	18.08
131400504	FANG, JIN	10/29/2013	800.00
131400505	FINK, AVIS A	10/29/2013	106.48
131400506	GRATZ, MICHELLE C	10/29/2013	73.16
131400507	GRAY, DONALD E	10/29/2013	332.37
131400508	GRUN, SUSAN L	10/29/2013	286.63
131400509	HANSON, MARILYN LOUCKS	10/29/2013	109.89
131400510	HEALY, JASON CHARLES	10/29/2013	483.96
131400511	HEANEY, CYNTHIA L	10/29/2013	36.00
131400512	HOERNEMANN, WENDY S	10/29/2013	260.64
131400513	IVEY, JEFFREY D	10/29/2013	88.71
131400514	KARAN, JONNA SUE	10/29/2013	54.00
131400515	KEESE, JENNIFER R	10/29/2013	60.00
131400516	KEMPENICH, STEVEN M	10/29/2013	44.88
131400517	KNOPS, ROXANNE	10/29/2013	204.98
131400518	KNUTSON, CASSANDRA M	10/29/2013	43.65
131400519	LANE, JOSHUA L	10/29/2013	54.38
131400520	LIEKIS, KENNETH J	10/29/2013	230.80
131400521	LOCKWOOD, KEITH H	10/29/2013	771.75
131400522	LOVETT, MICHAEL J	10/29/2013	130.00
131400523	LUBRANT, NANCY JEAN	10/29/2013	100.07
131400524	MARSH, KATHERINE M	10/29/2013	55.93
131400525	MCGRANE, MARY E	10/29/2013	110.11
131400526	MEUWISSEN, PAUL WILLIAM	10/29/2013	76.58
131400527	MILLER, MOLLY M	10/29/2013	116.68
131400528	MURPHY, MOLLY C	10/29/2013	34.99
131400529	NATHANSON, DAVID E	10/29/2013	760.50
131400530	OLSON, VICKI S	10/29/2013	307.22
131400531	OROURKE, JULIE A	10/29/2013	100.85
131400532	PARSHALL, DANIELLE M	10/29/2013	56.50
131400533	PICHA, CHRISTINA K	10/29/2013	352.65
131400534	PIERRE, CHRISTINA K	10/29/2013	285.85
131400535	PITMAN, PETER M	10/29/2013	450.73
131400536	PLASTER, MARK ANTHONY	10/29/2013	261.60
131400537	PONTIOUS, JODY L	10/29/2013	69.22

Check Nbr	Vendor Name	Check Date	Check Amount
131400538	POPPA, KAREN	10/29/2013	50.74
131400539	PURDHAM, LORI A	10/29/2013	100.47
131400540	RHEAULT, LAUREN O	10/29/2013	216.00
131400541	RILEY, SONJA M	10/29/2013	87.50
131400542	ROBINSON, KATHRYN M	10/29/2013	150.98
131400543	ROSSITER, DANIEL J	10/29/2013	85.20
131400544	SAMMON, BRENDA N	10/29/2013	36.25
131400545	SAMUELSON, BETH A	10/29/2013	92.10
131400546	SCHLOSSER, GABRIELLE A	10/29/2013	174.48
131400547	SCHMIDT, DEBRA SUE	10/29/2013	29.84
131400548	SNORTLAND, ELIZA B	10/29/2013	120.00
131400549	STEFFEL, KAREN L	10/29/2013	180.00
131400550	STONEHOUSE, JULIA L	10/29/2013	500.00
131400551	SVIR, SARA A	10/29/2013	190.00
131400552	SWENSON, CYNTHIA L	10/29/2013	50.00
131400553	THEISSEN, MARK N	10/29/2013	83.54
131400554	TOUSSAINT, JANEL PHYLLIS	10/29/2013	48.59
131400555	WEHRKAMP, KRISTINE J	10/29/2013	65.00
131400556	WERNER, ELIZABETH M	10/29/2013	341.52
131400557	WHITCOMB-BREMER, JACLYN ANN	10/29/2013	49.04
131400558	WILLIAMS, LAURA L	10/29/2013	468.95
131400559	YOUNGBAUER, CAROLYN K	10/29/2013	30.00
72	ACH	Check(s) For a Total of	13,310.62

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	72	ACH	Checks For a Total of	13,310.62
	0	Computer	Checks For a Total of	0.00
Total For	72	Manual, Wire Tran, ACH &	Computer Checks	13,310.62
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		13,310.62

Check Nbr	Vendor Name	Check Date	Check Amount
47514	1ST AYD CORP	10/31/2013	536.55
47515	4IMPRINT INC	10/31/2013	1,816.08
47516	AARP DRIVER SAFETY PROGRAM	10/31/2013	358.00
47517	AARP DRIVER SAFETY PROGRAM	10/31/2013	316.00
47518	ACOUSTICS ASSOCIATES	10/31/2013	26,185.50
47519	ADVANCED WIRELESS COMMUNICATIO	10/31/2013	92.45
47520	ALBRECHT, GARY	10/31/2013	66.00
47521	AMAZON	10/31/2013	1,047.87
47522	AMAZON	10/31/2013	1,033.12
47523	AMAZON	10/31/2013	145.95
47524	AMAZON	10/31/2013	652.22
47525	AMAZON	10/31/2013	111.55
47526	AMAZON	10/31/2013	2,730.69
47527	AMAZON	10/31/2013	1,155.75
47528	AMAZON	10/31/2013	1,766.93
47529	AMAZON	10/31/2013	32.98
47530	AMAZON	10/31/2013	326.54
47531	AMERICAN MESSAGING	10/31/2013	113.57
47532	AMERICAN TIME & SIGNAL CO	10/31/2013	278.30
47533	ASSOC FOR MIDDLE LEVEL EDUC	10/31/2013	433.99
47534	ANDERSON'S	10/31/2013	206.77
47535	APPLIED ENVIRONMENTAL SCI INC	10/31/2013	1,796.25
47536	ARROWWOOD RESORT AND CONFERENC	10/31/2013	380.48
47537	AT & T MOBILITY	10/31/2013	672.86
47538	AVON BUSINESS FORMS & PROMOTIO	10/31/2013	884.25
47539	BAKKEN, JOANNA TOLENO	10/31/2013	80.00
47540	BALD EAGLE SPORTSMENS ASSOC	10/31/2013	944.00
47541	BATTERIES PLUS	10/31/2013	109.98
47542	BENCHMARK EDUCATION COMPANY	10/31/2013	2,200.00
47543	BERLIN, ALLISON	10/31/2013	159.99
47544	BGF PERFORMANCE SYSTEMS	10/31/2013	654.00
47545	BREMER BANK	10/31/2013	2,624.70
47546	BRENNAN LEVINSON ENTERPRISE	10/31/2013	4,500.00
47547	BROCKWAY, TOM	10/31/2013	109.00
47548	BSN SPORTS	10/31/2013	347.99
47549	CAMP RIPLEY	10/31/2013	200.00
47550	CAMP ST CROIX	10/31/2013	114.00
47551	CARLSON, ANDRE	10/31/2013	63.00
47552	CARLSON WAGONLIT TRAVEL	10/31/2013	16,050.00
47553	CARROT-TOP INDUSTRIES INC	10/31/2013	95.40
47554	CARTRIDGE CARE	10/31/2013	218.00
47555	Vendor Continued Check	10/31/2013	0.00
47556	CDW GOVERNMENT INC	10/31/2013	3,698.37
47557	CEMSTONE PRODUCTS COMPANY	10/31/2013	229.75
47558	CENGAGE LEARNING	10/31/2013	1,404.49
47559	CENTENNIAL HIGH SCHOOL ISD #12	10/31/2013	200.00
47560	CENTER FOR EFFICIENT SCHOOL OP	10/31/2013	17,500.00
47561	CENTER STAGE PRODUCTIONS	10/31/2013	1,252.90
47562	THE CHILDREN'S THEATRE COMPANY	10/31/2013	664.00
47563	CHRISTIAN, MATT	10/31/2013	94.50

Check Nbr	Vendor Name	Check Date	Check Amount
47564	CITI-CARGO & STORAGE CO INC	10/31/2013	85.00
47565	Vendor Continued Check	10/31/2013	0.00
47566	CJ DUFFY PAPER CO	10/31/2013	30,900.45
47567	CLASSICAL ACADEMIC PRESS	10/31/2013	853.21
47568	CLINICARE CORP	10/31/2013	2,786.20
47569	COACHCOMM SPORTS ELECTRONICS	10/31/2013	166.99
47570	COBORNS DELIVERS	10/31/2013	426.10
47571	COMCAST	10/31/2013	43.90
47572	COMMITTEE FOR CHILDREN	10/31/2013	254.00
47573	CONDON, JERRY	10/31/2013	63.00
47574	CONNEY SAFETY	10/31/2013	558.22
47575	CONTINENTAL CLAY CO	10/31/2013	1,364.34
47576	CONTINENTAL RESEARCH CORP	10/31/2013	1,124.71
47577	COOL AIR MECHANICAL	10/31/2013	3,101.80
47578	COOL GLOW	10/31/2013	498.16
47579	COOPS SPORTSWEAR	10/31/2013	757.00
47580	COPY IMAGES INC	10/31/2013	592.88
47581	Vendor Continued Check	10/31/2013	0.00
47582	COPY IMAGES INC	10/31/2013	1,989.76
47583	COULTER, AMY	10/31/2013	300.00
47584	COUNCIL FOR EXCEPTIONAL CHILDR	10/31/2013	218.00
47585	CPHS COMP	10/31/2013	882.00
47586	CRHS SPIRIT BOOSTER CLUB	10/31/2013	735.00
47587	CRIMSON CHEERLEADING	10/31/2013	980.00
47588	CTB INC	10/31/2013	263,375.49
47589	CUMMINS NPOWER LLC	10/31/2013	141.09
47590	CURRICULUM ASSOCIATES LLC	10/31/2013	390.88
47591	CYLKOWSKI, GREG	10/31/2013	156.00
47592	Vendor Continued Check	10/31/2013	0.00
47593	Vendor Continued Check	10/31/2013	0.00
47594	Vendor Continued Check	10/31/2013	0.00
47595	DALCO CORPORATION	10/31/2013	10,391.10
47596	DEGARDNER, RICK	10/31/2013	104.00
47597	DELL MARKETING LP	10/31/2013	129.58
47598	DELTA EDUCATION	10/31/2013	47.16
47599	DEMCO INC	10/31/2013	386.33
47600	DOMINOS PIZZA	10/31/2013	527.94
47601	DONATELLI'S	10/31/2013	331.02
47602	DOOR SERVICE COMPANY	10/31/2013	894.00
47603	DOW, BRIAN	10/31/2013	63.00
47604	E L REINHARDT	10/31/2013	44.55
47605	EAST METRO INTEGRATION DIST 60	10/31/2013	169,642.55
47606	EBSCO	10/31/2013	708.30
47607	ECKROTH MUSIC	10/31/2013	254.70
47608	EDINA CHEERLEADING	10/31/2013	882.00
47609	EDMENTUM	10/31/2013	8,793.96
47610	EDUPRESS	10/31/2013	247.13
47611	ELECTRIC MOTOR REPAIR	10/31/2013	268.42
47612	EMI AUDIO	10/31/2013	971.25
47613	ENGSTRAN, STEVE	10/31/2013	45.00

Check Nbr	Vendor Name	Check Date	Check Amount
47614	ENGSTRAN, TOM	10/31/2013	45.00
47615	ERHARDT, GARY	10/31/2013	45.00
47616	ERHARDT, SCOTT D	10/31/2013	45.00
47617	F&N OPERATIONS LLC	10/31/2013	621.28
47618	FASTENAL COMPANY	10/31/2013	33.80
47619	FASTENATION INC	10/31/2013	76.50
47620	FESTIVAL FOODS-KNOWLAN'S	10/31/2013	607.12
47621	FLEETPRIDE	10/31/2013	96.36
47622	FLORIN, JOLYN A	10/31/2013	591.00
47623	FOLLETT EDUCATIONAL SERVICES	10/31/2013	550.60
47624	FRA-DOR INC	10/31/2013	837.60
47625	FRIESE, TIM	10/31/2013	63.00
47626	GARDEN & ASSOCIATES INC	10/31/2013	825.00
47627	GATORADE COMPANY	10/31/2013	255.00
47628	GENESIS OUTLET	10/31/2013	124.73
47629	GILLETTE CHILDREN'S SPECIALTY	10/31/2013	110.00
47630	GOLD STAR DISTR	10/31/2013	182.40
47631	GOOGLE INC	10/31/2013	319.92
47632	GRAFFIC TRAFFIC LLC	10/31/2013	1,105.91
47633	Vendor Continued Check	10/31/2013	0.00
47634	Vendor Continued Check	10/31/2013	0.00
47635	GRAINGER	10/31/2013	3,725.57
47636	GRANDMA'S BAKERY INC	10/31/2013	46.93
47637	GREAT RIVER OFFICE PRODUCTS	10/31/2013	208.44
47638	GREATAMERICA FINANCIAL SERVICE	10/31/2013	832.47
47639	GRIFFIN, JOHN	10/31/2013	31.50
47640	GROTH MUSIC CO	10/31/2013	479.90
47641	GROUP HEALTH INC - WORKSITE	10/31/2013	181.50
47642	GUETZKOW, SHIRLEY	10/31/2013	24.00
47643	GUSTAVSON, MICHAEL	10/31/2013	31.00
47644	HANDLEBAR PERCUSSION	10/31/2013	278.50
47645	HANSON, GORDY	10/31/2013	104.00
47646	HENNEPIN THEATRE TRUST	10/31/2013	100.00
47647	HOANG, CONG	10/31/2013	90.00
47648	Vendor Continued Check	10/31/2013	0.00
47649	Vendor Continued Check	10/31/2013	0.00
47650	Vendor Continued Check	10/31/2013	0.00
47651	HOGLUND BUS AND TRUCK CO	10/31/2013	7,773.85
47652	HOME DEPOT CREDIT SERVICES	10/31/2013	1,135.25
47653	HOPKINS GIRLS BASKETBALL BOOST	10/31/2013	50.00
47654	HUGO CITY OF	10/31/2013	4,324.08
47655	INDIAN HILLS GOLF CLUB	10/31/2013	750.00
47656	Vendor Continued Check	10/31/2013	0.00
47657	INNOVATIVE OFFICE SOLUTIONS	10/31/2013	29,317.12
47658	INSIGHT INVESTMENTS LLC	10/31/2013	2,176.00
47659	INSTITUTE FOR ATHLETIC MEDICIN	10/31/2013	75.00
47660	INTEGRA TELECOM	10/31/2013	300.00
47661	INTERMEDIATE DISTRICT 287	10/31/2013	150.00
47662	INTL SCULPTURE CTR	10/31/2013	100.00
47663	ISD #622 NO ST PAUL/MAPLEWOOD	10/31/2013	8,887.92

Check Nbr	Vendor Name	Check Date	Check Amount
47664	ISD #742 ST CLOUD AREA SCHOOLS	10/31/2013	4,846.92
47665	IXL LEARNING	10/31/2013	1,060.00
47666	JACKET CHEER BOOSTER	10/31/2013	686.00
47667	JAH SCHEDULING LLC	10/31/2013	255.00
47668	JAYTECH INC	10/31/2013	2,640.53
47669	JIMMY JOHNS #869	10/31/2013	130.55
47670	JIMMY'S CONFERENCE & BANQUET C	10/31/2013	652.97
47671	JOHNSON CONTROLS INC	10/31/2013	4,001.00
47672	JW PEPPER & SON INC	10/31/2013	61.24
47673	K PEARSON MECHANICAL LLC	10/31/2013	12,183.00
47674	KATH FUEL OIL SERVICE CO	10/31/2013	490.00
47675	KAZMIERCZAK, WAYNE A	10/31/2013	3,970.09
47676	KELVIN LP	10/31/2013	471.79
47677	KNIGHT, MARTY C	10/31/2013	65.00
47678	KRAEMER, MARK	10/31/2013	65.00
47679	KRIVANEK, RICH	10/31/2013	200.00
47680	KWAPICK, LINDA M	10/31/2013	45.00
47681	Vendor Continued Check	10/31/2013	0.00
47682	L & D SIGN	10/31/2013	1,569.50
47683	LAKEVIEW ELECTRICAL SERVICES	10/31/2013	187.50
47684	LANGUAGE LINE SERVICES	10/31/2013	141.89
47685	LARRICK, WOODROW LEVI	10/31/2013	60.00
47686	LASHOMB, BRIAN	10/31/2013	63.00
47687	LEARNING A-Z	10/31/2013	1,027.70
47688	LEDER, JARROD D	10/31/2013	52.00
47689	LEE, CHARLOTTE L	10/31/2013	246.00
47690	LETTERTECH INC	10/31/2013	318.51
47691	LHB INC	10/31/2013	52,500.00
47692	LIFETOUCH NATL SCHOOL STUDIOS	10/31/2013	3,586.15
47693	LINDER, ROBERT	10/31/2013	52.00
47694	LINGUISYSTEMS INC	10/31/2013	43.95
47695	LORENZ RECOGNITION CO	10/31/2013	929.00
47696	MN ASSOC OF ALTERNATIVE PROGRA	10/31/2013	75.00
47697	MAAP STARS	10/31/2013	370.00
47698	MAD SCIENCE OF MINNESOTA	10/31/2013	712.00
47699	MAILFINANCE INC	10/31/2013	445.71
47700	MANKATO WEST ATHLETICS	10/31/2013	90.00
47701	MCDONOUGH'S WATERJETTING AND	10/31/2013	2,355.25
47702	MN COMMUNITY EDUC ASSOC (MCEA)	10/31/2013	45.00
47703	MCGRAW-HILL COMPANIES	10/31/2013	41.61
47704	MCMONIGAL, MICHELLE	10/31/2013	700.00
47705	MENARDS-MAPLEWOOD	10/31/2013	421.72
47706	MERZER MALP, SHEILA	10/31/2013	330.00
47707	MN ELEMENTARY SCH PRIN ASSOC	10/31/2013	2,669.00
47708	METRO ECSU	10/31/2013	40.00
47709	METRO SOUND AND LIGHTING	10/31/2013	457.50
47710	MGW PRODUCTIONS	10/31/2013	3,577.00
47711	MIDAMERICA ADMIN & RETIREMENT	10/31/2013	4,251.00
47712	MIDWEST VOLLEYBALL WAREHOUSE	10/31/2013	3,664.73
47713	MINNETONKA CHEERLEADING	10/31/2013	690.00

Check Nbr	Vendor Name	Check Date	Check Amount
47714	MINVALCO INC	10/31/2013	1,160.71
47715	MN ASSOC OF HONOR SOCIETIES	10/31/2013	540.00
47716	MN ASSOC FOR CHILDREN'S MENTAL	10/31/2013	79.00
47717	MN CAREERS	10/31/2013	73.75
47718	MN CHILDRENS MUSEUM	10/31/2013	23.75
47719	MN CONWAY FIRE & SAFETY	10/31/2013	516.00
47720	MN EDUCATIONAL MEDIA ORGANIZAT	10/31/2013	150.00
47721	MN HISTORICAL SOCIETY	10/31/2013	125.00
47722	MN HISTORICAL SOCIETY	10/31/2013	308.00
47723	MN SWORD PLAY	10/31/2013	540.00
47724	MOORE, CYNTHIA A	10/31/2013	560.00
47725	MOUNDS VIEW HIGH SCHOOL	10/31/2013	260.00
47726	MUSIC CONNECTION INC	10/31/2013	7,117.00
47727	MUSIC THEATER INTL	10/31/2013	635.00
47728	NAC MECHANICAL & ELECTRICAL SE	10/31/2013	3,999.32
47729	NASP INC	10/31/2013	1,410.00
47730	NATL ASSOC OF SECONDARY SCHOOL	10/31/2013	990.00
47731	NATL SPORTS CLINICS	10/31/2013	676.09
47732	NCPERS MINNESOTA	10/31/2013	336.00
47733	Vendor Continued Check	10/31/2013	0.00
47734	NCS PEARSON INC	10/31/2013	17,424.62
47735	NETCHEMIA	10/31/2013	9,600.00
47736	NEUDECKER, NICOLE	10/31/2013	60.00
47737	Vendor Continued Check	10/31/2013	0.00
47738	NORTH CENTRAL TRUCK EQUIPMENT	10/31/2013	988.32
47739	NORTH MEMORIAL URGENT CARE	10/31/2013	270.00
47740	NORTHERN FOREST PRODUCTS LLC	10/31/2013	1,798.68
47741	NORTHERN LIGHTS	10/31/2013	500.00
47742	NORTHERN STAR COUNCIL, BSA	10/31/2013	125.00
47743	NORTHERN ELITE	10/31/2013	980.00
47744	NOVAK, JANICE S	10/31/2013	420.00
47745	NOW MICRO INC	10/31/2013	259.95
47746	NORTHWEST SHEETMETAL CO OF ST	10/31/2013	3,304.07
47747	NYSTROM PUBLISHING CO INC	10/31/2013	5,717.08
47748	OFFICE DEPOT	10/31/2013	242.70
47749	OFFICE SYSTEMS AND DESIGN INC	10/31/2013	1,333.77
47750	OFFICEMAX INCORPORATED	10/31/2013	581.50
47751	OLSON, AMY	10/31/2013	55.00
47752	OLYMPIC COMMUNICATIONS, INC.	10/31/2013	150.00
47753	ON SITE SANITATION INC	10/31/2013	728.00
47754	ONEKA PTA	10/31/2013	2,000.00
47755	ORIENTAL TRADING CO INC	10/31/2013	165.98
47756	PAHL, MIKE	10/31/2013	227.50
47757	PANERA'S	10/31/2013	89.94
47758	PAPA MURPHY'S PIZZA	10/31/2013	91.00
47759	PAPA MURPHY'S PIZZA	10/31/2013	38.00
47760	PAR INC	10/31/2013	362.88
47761	PARKOS CONSTRUCTION CO INC	10/31/2013	32,186.00
47762	PATIENT TOOLS INC	10/31/2013	141.00
47763	PEARSON EDUCATION INC	10/31/2013	2,252.70

Check Nbr	Vendor Name	Check Date	Check Amount
47764	PEIRCE, SUZANNE E	10/31/2013	31.00
47765	PETERSON, RANDY	10/31/2013	1,175.00
47766	PETERSON BROS ROOFING & CONST	10/31/2013	2,062.15
47767	PICTURE THAT!	10/31/2013	165.00
47768	PITNEY BOWES PURCHASE POWER	10/31/2013	89.82
47769	PLADSON ENVIRONMENTAL INC	10/31/2013	360.00
47770	PM ENTERPRISES	10/31/2013	425.00
47771	POLAR CHEVROLET MAZDA	10/31/2013	86.54
47772	POSTMASTER	10/31/2013	138.00
47773	POSTMASTER	10/31/2013	30.00
47774	POULSON, JOHN W	10/31/2013	66.00
47775	Vendor Continued Check	10/31/2013	0.00
47776	PRESS PUBLICATIONS	10/31/2013	1,651.25
47777	PRESTWICK HOUSE INC	10/31/2013	23.98
47778	PRIOR LAKE HIGH SCHOOL	10/31/2013	140.00
47779	PRO-ED INC	10/31/2013	53.90
47780	PSAT/NMSQT	10/31/2013	4,907.00
47781	PUBLIC EMP RETIREMENT ASSOC	10/31/2013	13,109.99
47782	PUMP AND METER SERVICE INC	10/31/2013	187.00
47783	PURE BLUE SWIM SHOP	10/31/2013	609.00
47784	PURINTON, JAMES	10/31/2013	52.00
47785	PURINTON, KEVIN	10/31/2013	52.00
47786	QUISTAD, CHARLES	10/31/2013	66.00
47787	R&H THEATRICAL	10/31/2013	16.00
47788	R & R SPECIALTIES INC	10/31/2013	1,193.00
47789	RAMIREZ JR, HOMAR	10/31/2013	63.00
47790	RAMSEY COUNTY	10/31/2013	20.00
47791	RATWIK ROSZAK & MALONEY PA	10/31/2013	3,495.53
47792	REDWOOD TOXICOLOGY LABORATORY	10/31/2013	43.75
47793	REGION 4AA	10/31/2013	12,938.00
47794	RESEARCH PRESS CO INC	10/31/2013	54.95
47795	RICOH AMERICAS CORP	10/31/2013	437.81
47796	RM COTTON COMPANY	10/31/2013	1,462.00
47797	ROE, KAREN	10/31/2013	17.00
47798	ROSEVILLE AREA HIGH SCHOOL	10/31/2013	200.00
47799	ROTRAMEL, ROSS ELLINGTON	10/31/2013	45.00
47800	SAFETY-KLEEN CORP	10/31/2013	672.28
47801	SAM'S CLUB/GEMB	10/31/2013	36.79
47802	SAM'S CLUB/GEMB	10/31/2013	1,452.65
47803	SAM'S CLUB/GEMB	10/31/2013	30.72
47804	SCANTRON CORPORATION	10/31/2013	868.84
47805	SCHINDLER ELEVATOR CORP	10/31/2013	288.21
47806	SCHLUENDER, LINDA	10/31/2013	159.40
47807	SCHOLASTIC INC	10/31/2013	153.67
47808	SCHOOL OUTFITTERS	10/31/2013	244.81
47809	SCHOOL SPECIALTY	10/31/2013	706.10
47810	SCHOOLFINANCES.COM	10/31/2013	100.00
47811	SCHOOLSIN.COM	10/31/2013	176.64
47812	SCHREIBER, BEN	10/31/2013	63.00
47813	SCHROEDER, JULIE ANN	10/31/2013	5.95

Check Nbr	Vendor Name	Check Date	Check Amount
47814	SECURITAS SEC SVCS USA INC	10/31/2013	4,602.80
47815	SEEVER, GRAY	10/31/2013	165.00
47816	SHOP K12	10/31/2013	88.00
47817	SHOWMARK MEDIA LLC	10/31/2013	251.50
47818	SNAP-ON TOOLS	10/31/2013	88.45
47819	SOCCER.COM	10/31/2013	1,662.00
47820	SOCIAL THINKING PUBLISHING	10/31/2013	106.95
47821	SOLBERG, BEVERLY JEAN	10/31/2013	250.00
47822	SOUTHWEST BINDING & LAMINATING	10/31/2013	408.73
47823	SPANISH SPECIALISTS AND CONSUL	10/31/2013	135.00
47824	SPECIAL OLYMPICS	10/31/2013	360.00
47825	SPORTS AUTHORITY	10/31/2013	199.75
47826	SPRINT	10/31/2013	703.66
47827	ST PAUL PIONEER PRESS	10/31/2013	161.20
47828	STATE SUPPLY CO	10/31/2013	2,023.07
47829	STENGLEIN, PAUL	10/31/2013	45.00
47830	STORYBOARD FILMS	10/31/2013	4,130.00
47831	STRAUSS SKATES AND BICYCLES	10/31/2013	82.85
47832	STREAMLINE DESIGN INC	10/31/2013	996.00
47833	SUBSCRIPTION SERV OF AMER INC	10/31/2013	583.32
47834	SUPER DUPER PUBLICATIONS	10/31/2013	131.70
47835	SUPERIOR TILE & TERRAZZO INC	10/31/2013	9,500.00
47836	TARGET BANK	10/31/2013	12.84
47837	TAUGNER, LYNNETTE BETH	10/31/2013	65.00
47838	TEACHERS CURRICULUM INSTITUTE	10/31/2013	1,023.75
47839	TDS METROCOM - MN	10/31/2013	7,349.26
47840	TERNES, KELLY	10/31/2013	52.00
47841	THELEN HEATING & ROOFING INC	10/31/2013	217,119.65
47842	TIERNEY BROTHERS INC	10/31/2013	12,903.55
47843	TIES	10/31/2013	420.00
47844	TOP TALENT SOLUTIONS	10/31/2013	1,374.10
47845	TOWN LIFE	10/31/2013	1,215.00
47846	TRADE PRESS INC	10/31/2013	759.00
47847	TRANE US INC	10/31/2013	440.00
47848	TRANS-MISSISSIPPI BIO SUPPLY	10/31/2013	149.65
47849	TRAVEL LEADERS	10/31/2013	570.80
47850	TWIN CITY HARDWARE	10/31/2013	205.10
47851	Vendor Continued Check	10/31/2013	0.00
47852	TWIN CITY JANITOR SUPPLY CO	10/31/2013	16,339.95
47853	U.S. ENERGY SERVICES INC	10/31/2013	4,736.61
47854	UHL CO INC	10/31/2013	5,054.20
47855	ULINE	10/31/2013	197.57
47856	UNIVERSITY OF MINNESOTA	10/31/2013	20,590.00
47857	US FOODS CULINARY EQUIP & SUPP	10/31/2013	3,373.33
47858	VADNAIS HEIGHTS SPORTS COMPLEX	10/31/2013	900.00
47859	CITY OF VADNAIS HEIGHTS	10/31/2013	5,132.60
47860	VAIL COMPANIES	10/31/2013	300.00
47861	VARSITY SPIRIT FASHIONS	10/31/2013	1,571.25
47862	VBRICK	10/31/2013	529.50
47863	VERIZON WIRELESS	10/31/2013	894.20

Check Nbr	Vendor Name	Check Date	Check Amount
47864	VIRCO INC	10/31/2013	3,580.20
47865	VISI	10/31/2013	1,050.00
47866	WADES CUSTOM CREATIONS LLC	10/31/2013	630.00
47867	WARLING, AMY MARIE	10/31/2013	66.00
47868	WHITE BEAR LOCKSMITH INC	10/31/2013	39.25
47869	WBLAHS CHEERLEADING	10/31/2013	432.00
47870	WET PAINT	10/31/2013	373.41
47871	WHITEHOUSE, JILL	10/31/2013	73.93
47872	WORLD CUP SUPPLY INC	10/31/2013	4,036.65
47873	WORLD'S FINEST CHOCOLATE INC	10/31/2013	1,310.00
47874	XEROX CORPORATION	10/31/2013	180.08
47875	YANCURA, SUSAN C	10/31/2013	864.46
47876	YANG, BAO	10/31/2013	300.00
47877	YMCA CAMP WIDJIWAGAN	10/31/2013	7,260.60
47878	YOUTH SERVICES INTERNATIONAL	10/31/2013	1,620.00
47879	ZAPPA'S SPORTING GOODS	10/31/2013	6,320.00
47880	ZAPPETILLO, DAVID	10/31/2013	57.00
47881	ZARAMBO, MARIA	10/31/2013	66.00
47882	ZELENAK, MARK	10/31/2013	94.50
369	Computer	Check(s) For a Total of	1,295,702.96

Check Nbr	Vendor Name	Check Date	Check Amount
34911	SCHOLASTIC INC	10/31/2013	2,100.00
36044	WERF	10/31/2013	150.00
36741	MN DEPT OF HUMAN RIGHTS	10/31/2013	70.00
36870	TIES	10/31/2013	260.00
37056	FRIEDERS, STEPHANIE	10/31/2013	6.00
37101	HOPKINS HIGH SCHOOL	10/31/2013	50.00
38027	KNIGHT, MARTY C	10/31/2013	65.00
38573	DAUB, HANNAH	10/31/2013	17.00
38650	HUEBSCH, URSULA	10/31/2013	4.25
38664	JOHNSON, JOE	10/31/2013	67.00
38805	STANKIEWICZ, ADAM	10/31/2013	67.00
40023	CABBERA, CELIA	10/31/2013	4.00
40458	FARRELL, SEAN	10/31/2013	7.95
40739	DUPAUL, MIKE	10/31/2013	4.95
40793	HOLMES, BIANCA	10/31/2013	5.00
40806	JAYARAMAN, PRIYA	10/31/2013	10.40
40923	SALBERG, STEFANIE	10/31/2013	4.00
41929	HEUER, ALISSA	10/31/2013	4.00
42419	BRIER, LYNDA	10/31/2013	20.00
42429	CLARK, CELESE	10/31/2013	3.99
42488	GRIBEL, ZACHARY	10/31/2013	5.00
45186	WHITE BEAR LAKE CITY	10/31/2013	300.00
47189	FOREST LAKE PRINTING	10/31/2013	36.00
47256	JW PEPPER & SON INC	10/31/2013	205.89
24 Void Check(s) For a Total of			3,467.43

	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
	369	Computer	Checks For a Total of	1,295,702.96
Total For	369	Manual, Wire Tran, ACH &	Computer Checks	1,295,702.96
Less	24	Voided	Checks For a Total of	3,467.43
			Net Amount	1,292,235.53

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 11, 2013**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Pete Willcoxon, Sr.**
Executive Director of Business Services

Donation	Donor	Recipient
\$280.70	TRUST	White Bear Lake Area Public Schools
\$1,674 for Chromebooks	Robert and Jenifer Gibert	Willow Lane Elementary School
\$79.95	Kristin Hansen	Sunrise Park Middle School
\$41	Target Corporation Take Charge of Education	Hugo Elementary School
\$778	Target Corporation Take Charge of Education	Area Learning Center
\$7,117 for sound system	Lincoln Elementary School PTA	Lincoln Elementary School
\$23.34	Coca-Cola	Lincoln Elementary School
\$225	Anonymous	Central Middle School
\$100	Debra and John Clarke	White Bear Lake Area High School Theatre Department
\$250	Kathy and Gavin Burnham	White Bear Lake Area High School Theatre Department
\$50	Teri Beckers	White Bear Lake Area High School Theatre Department
\$100	Kristin and Lloyd Hanson	White Bear Lake Area High School North Campus Band Department
\$1,900	White Bear Lions Club	White Bear Lake Area Schools Senior Center

RECOMMENDATION: Accept donations.

AGENDA ITEM: Field Trip Request

MEETING DATE: November 11, 2013

SUGGESTED DISPOSITION: Consent Agenda

CONTACT PERSON(S): David Law, Assistant Superintendent

Background:

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

Date of Trip and Destination	Requesting Staff Member	Grade/Team	Number of School Days Missed	Number of Students Attending	Total Cost per Student and Source of Revenue	Means of Transportation	Purpose of Field Trip
Wednesday, 11/06/13 – Thursday, 11/07/13 Camp Riley Little Falls, MN	Karen Benjamin-Beck	ALC Student Leadership/MA AP Stars	1.5	6	Total cost per student: \$20 Student Portion: \$20 Other Source(s): Perkins Student Organization Funds	ALC School Van	MAAP Stars Leadership Training
Friday, 11/15/13 Moorhead, MN	Jerry Kwapick	Girl's Hockey Team – South Campus	1	34	Total cost per student: \$0 Student Portion: \$0 Other Source(s): Booster Club Fundraising	Coach Bus	Hockey team to participate in 2 non-conference games. Team building and bonding opportunities.
Friday, 12/06/13 – Saturday, 12/07/13 South St. Paul, MN	Paul Seeba	Debate Team – North Campus	1½ day	20	Total cost per student: \$30 Student Portion: \$30 Other Source(s): Debate Fund	District Transportation	To attend and compete in the Annual State Debate Tournament held at South St. Paul.
Tuesday, 01/21/14 – Thursday, 01/24/14 Wolf Ridge ELC Finland, MN	Greg Hjelm	5 th Grade – Birch Lake ES	3	36	Total cost per student: \$200 Student Portion: \$200 Other Source(s): Fundraising PTA	Voigt Charter Bus Company	Environment education and team building.

Friday, 03/21/14 – Sunday, 03/23/14 Wisconsin Dells, WI	Tom Paulson	Varsity Boys Track – South Campus	½ day	40	Total cost per student: \$100 Student Portion: \$100 Other Source(s): B.B. Tournament Fundraiser	Coach Bus	Track meet on Friday. All juniors and seniors on team can attend this team building trip.
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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

LINETTE JOHNSON – Food Service, High School-North Campus
Employed by District 624 since 02/16/2011
Effective Date: 11/27/2013

KIMBERLY SIMANSKI – Assistant Head Cook Manager, Central Middle School
Employed by District 624 since 10/16/2006
Effective Date: 10/25/2013

HANNAH WAGNER – Pupil Support Assistant, High School-North Campus
Employed by District 624 since 10/07/2013
Effective Date: 11/08/2013

RETIREMENT - CLASSIFIED STAFF

DENISE CARLSON – Food Service, High School-South Campus
Employed by District 624 since 09/03/1996
Effective Date: 09/03/2013

RESIGNATIONS/TERMINATION/RELEASE OF CONTRACT - CERTIFIED STAFF

KARI BERGESON – Elementary Teacher, Birch Lake Elementary
Employed by District 624 since 12/16/2002
Effective Date: 11/01/2013

CHANGE IN POSITION – SUPERVISORY STAFF

REBECCA MULLALY – Supervisor of Special Education, District Center
Rebecca Mullaly, previous position was Special Education Teacher on Special Assignment. The contract is for an effective date of 11/12/2013, with an annual salary of \$58,030.76 (Pro-rated on \$92,000).

CHANGE IN CONTINUING CONTRACT – CERTIFIED STAFF

LINDSEY MULHAUSEN – Special Education Teacher, Lakeaires and Matoska International
From .6 f.t.e. to .7 f.t.e
Effective Date: 11/11/2013 through 06/06/2014

AIMEE POLLARD – Speech and Language Pathologist, Birch Lake Elementary
From .8 f.t.e. to 1.0 f.t.e
Effective Date: 10/21/2013 through 06/06/2014

PART - TIME LEAVE REQUEST – CERTIFIED STAFF

THERESA GULBRANSEN – School Psychologist, Normandy Park
.20 Leave (.80 position)
Effective Date: 11/05/2013 through 06/06/2014

MELISSA KALLAS – Early Childhood Special Education Teacher, Normandy Park
.10 Leave (.90 position)
Effective Date: 3/17/2014 through 06/06/2014

LEAVES OF ABSENCE – CERTIFIED STAFF

KATIE NOHR – Language Arts Teacher, Central Middle School
Employed by District 624 since 08/21/2008
Effective Date: 8/27/2013 through 11/01/2013

NEW PERSONNEL – CLASSIFIED STAFF

CRISTINA CASTRO – Food Service, High School – North Campus
\$13.41 / hr., 3.5 hrs. / 148 days \$6,912.86 (Pro-rated on \$8,495.24)
Effective Date: 10/28/2013

ALBERT LOUISMET – Bus Driver, Bus Garage
\$16.49 / hr., 5.25 hrs. / 141 days \$12,206.37 (Pro-rated on \$14,977.04)
Effective Date: 10/16/2013

NEW PERSONNEL – CERTIFIED STAFF

ALLISON THEISSEN – Elementary Teacher, Birch Lake Elementary
MA+15, Step 13 \$54,166.50 (Pro-rated on \$72,222.00)
Effective Date: 11/4/2013

NEW PERSONNEL – CABINET – CONTRACT EXTENSION

PETER WILLCOXON SR. – .5 Executive Director of Business Services, District
\$6,631.07
Effective Date: 01/01/2014 through 01/31/2014

NEW LONG TERM SUBSTITUTES – CERTIFIED STAFF

SALLY HERMES – Early Childhood Education Teacher, Normandy Park
MA+60, Step 13 \$22,408.08 (Pro-rated on \$77,628.00)
Effective Date: 10/21/2013 through 01/31/2014

LEIGH MILLS – Elementary Teacher, Birch Lake Elementary
BA, Step 12 \$12,950.12 (Pro-rated on \$52,891.00)
Effective Date: 09/25/2013 through 11/29/2013

B. PUBLIC FORUM

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

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

C. INFORMATION ITEMS

AGENDA ITEM: **Presentation on International Partnerships**
MEETING DATE: **November 11, 2013**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

BACKGROUND:

This evening we will highlight two of our international partnerships.

a. **White Bear Lake and MEAUX Exchange**

Members of our faculty and students who participated in the recent visit of French students from Meaux, France will describe the exchange for this year. Students and staff will also talk about the trip planned for Meaux for this coming spring.

b. **Hangzhou China Exchange Teacher**

The White Bear Lake Area Schools has participated in partnership with the Hangzhou Foreign Languages School since the spring of 2010.

Jin Fan (Jane), this year's exchange teacher from Hangzhou, will be present. Also with us will be teachers who went to Hangzhou last summer at the invitation of the Hangzhou Foreign Languages School to teach English to Chinese students at the school's summer English Camp.

AGENDA ITEM: **Update on Energy Conversation Program**
MEETING DATE: **November 11, 2013**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **David Law, Assistant Superintendent**

BACKGROUND:

Since October of 2009, White Bear Lake Area School District has been implementing an Energy Conservation Program to align with our Energy Mission Statement. This program is called: ***Schools for Energy Efficiency (SEE) Program.***

Karen Mann from CLASS 5, the organization that coordinates this program, will present an update on the 4th year of the district's SEE Program and be available to answer any questions the board may have.

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **November 11, 2013**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

BACKGROUND:

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

D. DISCUSSION ITEMS

AGENDA ITEM: June 30, 2013 Audit Report
MEETING DATE: November 11, 2013
SUGGESTED DISPOSITION: Discussion Item
CONTACT PERSON: Pete Willcoxon Sr.
Executive Director of Business Services

Background:

Jim Eichten, from our audit firm of MMKR, will present the results of our audit for the year ending June 30, 2013.

Mr. Eichten met with the Finance Committee on October 29, 2013 and reviewed this information.

Recommendation:

None.

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

MEETING DATE: **November 11, 2013**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse, was reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

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 to be placed on the December 9, 2013 School Board meeting agenda or a subsequent meeting.

Adopted: April 29, 1996
Revised: September 9, 2002
Revised: January 10, 2005
Revised: May 12, 2008

White Bear Lake Area School District #624 Policy 414
Revised: January 11, 2010
Revised: October 11, 2010
Revised: November 14, 2011

Annual Review: September 10, 2012

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. ~~It shall be~~ A violation of this policy occurs when ~~for~~ any school personnel, ~~as defined in this policy, to fail~~ 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 ~~circumstance~~ 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.
- ~~J.~~ 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.

E. 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.

~~K.~~ 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.

F. ~~"Nonmaltreatment mistake" means: (1) at the time of the incident, the individual was performing duties identified in the center's child care program plan required under Minn. Rules Part 9503.0045; (2) the individual has not been determined responsible for a similar incident that resulted in a finding of maltreatment for at least seven years; (3) the individual has not been determined to have committed a similar nonmaltreatment mistake under this paragraph for at least four years; (4) any injury to a child resulting from the incident, if treated, is treated only with remedies that are available over the counter, whether ordered by a medical professional or not; and (5) except for the period when the incident occurred, the facility and the individual providing services were both in compliance with all licensing requirements relevant to the incident. This definition only applies to child care centers licensed under Minn. Rules Ch. 9503.~~

~~G.~~ 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. State § 121A.58.

- H.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.
- H.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).
- H.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. 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. 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. 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. 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. 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: **School Board Policy 415, Mandated Reporting of Maltreatment of Vulnerable Adults**

MEETING DATE: **November 11, 2013**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 415, Mandated Reporting of Maltreatment of Vulnerable Adults, was reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected maltreatment of vulnerable adults.

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy to be placed on the December 9, 2013 School Board meeting agenda or a subsequent meeting.

Adopted: April 29, 1996

White Bear Lake Area School District #624 Policy 415

Revised: August 25, 2003

Revised: January 11, 2010

Annual Review: *August 8, 2011*

September 10, 2012

415 MANDATED REPORTING OF MALTREATMENT OF VULNERABLE ADULTS

I. PURPOSE

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected maltreatment of vulnerable adults.

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of the school district to fully comply with Minn. Stat. § 626.557 requiring school personnel to report suspected maltreatment of vulnerable adults.
- B. It shall be a violation of this policy for any school personnel to fail to report suspected maltreatment of vulnerable adults when the school personnel has reason to believe that a vulnerable adult is being or has been maltreated, or who has knowledge that a vulnerable adult has sustained a physical injury which is not reasonably explained.

III. DEFINITIONS

- A. "Abuse" means: (a) An act against a vulnerable adult that constitutes a violation of, an attempt to violate, or aiding and abetting a violation of: (1) assault in the first through fifth degrees as defined in sections 609.221 to 609.224; (2) the use of drugs to injure or facilitate crime as defined in section 609.235; (3) the solicitation, inducement, and promotion of prostitution as defined in section 609.322; and (4) criminal sexual conduct in the first through fifth degrees as defined in sections 609.342 to 609.3451. A violation includes any action that meets the elements of the crime, regardless of whether there is a criminal proceeding or conviction. (b) Conduct which is not an accident or therapeutic conduct as defined in this section, which produces or could reasonably be expected to produce physical pain or injury or emotional distress including, but not limited to, the following: (1) hitting, slapping, kicking, pinching, biting, or corporal punishment of a vulnerable adult; (2) use of repeated or malicious oral, written, or gestured language toward a vulnerable adult or the treatment of a vulnerable adult which would be considered by a reasonable person to be disparaging, derogatory, humiliating, harassing, or threatening; (3) use of any aversive or deprivation procedure, unreasonable confinement, or involuntary seclusion, including the forced separation of the vulnerable adult from other persons against the will of the vulnerable adult or the legal representative of the vulnerable adult; and (4) use of any aversive or deprivation procedures for persons with developmental disabilities or related conditions not authorized under section 245.825. (c) Any sexual contact or penetration as defined in section 609.341, between a facility staff person or a person providing services in the

facility and a resident, patient, or client of that facility. (d) The act of forcing, compelling, coercing, or enticing a vulnerable adult against the vulnerable adult's will to perform services for the advantage of another. Abuse does not include actions specifically excluded by Minn. Stat § 626.5572, Subd. 2.

- B. "Caregiver" means an individual or facility who has responsibility for the care of a vulnerable adult as a result of a family relationship, or who has assumed responsibility for all or a portion of the care of a vulnerable adult voluntarily, by contract, or by agreement.
- C. "Financial Exploitation" means a breach of a fiduciary duty by an actor's unauthorized expenditure of funds entrusted to the actor for the benefit of the vulnerable adult or by an actor's failure to provide food, clothing, shelter, health care, therapeutic conduct or supervision, the failure of which results or is likely to result in detriment to the vulnerable adult. Financial exploitation also includes: the willful use, withholding or disposal of funds or property of a vulnerable adult; the obtaining of services for wrongful profit or advantage which results in detriment to the vulnerable adult; the acquisition of a vulnerable adult's funds or property through undue influence, harassment, duress, deception or fraud; and the use of force, coercion or enticement to cause a vulnerable adult to perform services against the vulnerable adult's will for the profit or advantage of another.
- D. "Immediately" means as soon as possible, but no longer than 24 hours from the time initial knowledge that the incident occurred has been received.
- E. "Mandated Reporters" means any school personnel who has reason to believe that a vulnerable adult is being or has been maltreated.
- F. "Maltreatment" means the neglect, abuse, or financial exploitation of a vulnerable adult.
- G. "Neglect" means failure or omission by a caregiver to supply a vulnerable adult with care ~~of~~ or services, including but not limited to, food, clothing, shelter, health care or supervision; which is: (1) reasonable and necessary to obtain or maintain the vulnerable adult's physical or mental health or safety, considering the physical and mental capacity or dysfunction of the vulnerable adult; and (2) which is not the result of an accident or therapeutic conduct. Neglect also includes the absence or likelihood of absence of care or services, including but not limited to, food, clothing, shelter, health care, or supervision necessary to maintain the physical and mental health of the vulnerable adult which a reasonable person would deem essential to obtain or maintain the vulnerable adult's health, safety, or comfort considering the physical or mental capacity or dysfunction of the vulnerable adult. Neglect does not include actions specifically excluded by Minn. Stat. § 626.5572, Subd. 17.
- H. "School Personnel" means professional employees or their delegates ~~of the school district~~ engaged in providing health, educational, social, psychological, law enforcement or other caretaking services of vulnerable adults.

- I. "Vulnerable Adult" means any person 18 years of age or older who: (1) is a resident or inpatient of a facility; (2) ~~or who~~ receives services at or from a licensed facility which serves adults as set for in Minn.Stat. § 626.5572, Subd. 21(a)(2); ~~who~~ (3) receives services at or from a licensed home care provider or home care provider service; or ~~who~~ (4) regardless of residence or type of service received, possesses a physical or mental infirmity or other physical, mental or emotional dysfunction that impairs the individual's ability to adequately provide the person's own care without assistance or supervision and because of the dysfunction or infirmity and need for care or services, has an impaired ability to protect the individual's self from maltreatment. ~~is unable adequately provide the person's own care or protect the person from maltreatment without assistance because of impairment of mental or physical function or emotional status.~~

IV. REPORTING PROCEDURES

- A. A mandated reporter as defined herein shall immediately report the suspected maltreatment to the designated county entity.
- B. Whenever a mandated reporter, as defined herein, knows or has reason to believe that an individual made an error in the provision of therapeutic conduct to a vulnerable adult which results in injury or harm, which reasonably requires the care of a physician, such information shall be reported immediately to the designated county agency. The mandated reporter also may report a belief that the error did not constitute neglect and why the error does not constitute neglect.
- C. The reporter shall to the extent possible identify the vulnerable adult, the caretaker, the nature and extent of the suspected maltreatment, any evidence of previous maltreatment, the name and address of the reporter, the time, date, and location of the incident and any other information that the reporter believes might be helpful in investigating the suspected abuse or neglect. A mandated reporter may disclose *no public data* as defined under Minn. Stat. § 13.02 to the extent necessary to comply with the above reporting requirements.
- D. A person mandated to report suspected neglect or abuse of a vulnerable adult who negligently or intentionally fails to report is liable for damages caused by the failure. A negligent or intentional failure to report may result in discipline. A mandatory reporter who intentionally fails to make a report, who knowingly provides false or misleading information in reporting or who intentionally fails to provide all the material circumstances surrounding the reported incident is guilty of a misdemeanor.
- E. Retaliation against a person who makes a good faith report under Minnesota law and this policy, or against a vulnerable adult who is named in a report, is prohibited.
- F. Any person who intentionally 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 intentional making of a false report may result in discipline.

V. INVESTIGATION

The responsibility for investigating reports of suspected maltreatment of a vulnerable adult rests with the entity designated by the county for receiving reports.

VI. DISSEMINATION OF POLICY AND TRAINING

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

Legal References: Minn. Stat. § 13.02 (Collection, Security, and Dissemination of Records; Definitions)
Minn. Stat. § 245.825 (Aversive and Deprivation procedures; Licensed Facilities and Services)
Minn. Stat. § 609.221-609.224 (Assault)
Minn. Stat. § 609.234 (Crimes Against the Person)
Minn. Stat. § 609.235 (Use of Drugs to Injure or Facilitate Crime)
Minn. Stat. § 609.322 (Solicitation, Inducement, and Promotion of Prostitution; Sex Trafficking)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Stat. § 626.5572 (Definitions)
In re Kleven, 736 N.W.2d 707 (Minn. App. 2007)

Cross References: WBLASB Policy 103 (Complaints-Students, Employees, Parents, Other Persons)
WBLASB Policy 211 (Criminal or Civil Action Against School District, School Board Member, Employee or Student)
WBLASB Policy 403 (Discipline Suspension and Dismissal of School District Employees)
WBLASB Policy 406 (Public and Private Personnel Data)
WBLASB Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)

AGENDA ITEM: **School Board Policy 424, License Status**
MEETING DATE: **November 11, 2013**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Chris Picha, Director of Human Resources**

BACKGROUND:

School Board Policy 424, License Status, was reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

The purpose of this policy is to ensure that qualified teachers are employed by the school district and to fulfill its duty to ascertain the licensure status of its teachers. A school board that employs a teacher who does not hold a valid teaching license or permit places itself at risk for a reduction in state aid. This policy does not negate a teacher's duty and responsibility to maintain a current and valid teaching license.

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy to be placed on the December 9, 2013 School Board meeting agenda or a subsequent meeting.

Adopted: December 10, 2001

White Bear Lake Area School Board Policy #424

Revised: January 10, 2005

Revised: November 8, 2007

Annual Review: October 10, 2011

September 10, 2012

424 LICENSE STATUS

I. PURPOSE

The purpose of this policy is to ensure that qualified teachers are employed by the school district and to fulfill its duty to ascertain the licensure status of its teachers. A school board that employs a teacher who does not hold a valid teaching license or permit places itself at risk for a reduction in state aid. This policy does not negate a teacher's duty and responsibility to maintain a current and valid teaching license.

II. GENERAL STATEMENT OF POLICY

- A. A qualified teacher is one holding a valid license to perform the particular service for which the teacher is employed by the school district.
- B. No person shall be a qualified teacher until the school district verifies through the Minnesota education licensing system available on the Minnesota Department of Education website that the person is a qualified teacher consistent with state law.
- C. The school district has a duty to ascertain the licensure status of its teachers and ensure that the school district's teacher license files are up to date. The school district shall establish a procedure for annually reviewing its teacher license files to verify that every teacher's license is current and appropriate to the particular service for which the teacher is employed by the school district.

III. PROCEDURE

- A. The superintendent or the superintendent's designee shall establish a schedule for the annual review of teacher licenses.
- B. Where it is discovered that a teacher's license will expire within a year from the date of the annual review, the superintendent or the superintendent's designee will advise the teacher in writing of the approaching expiration and that the teacher must complete the renewal process and file the license with the superintendent prior to the expiration of the current license. However, failure to provide this notice does not relieve a teacher from his/her duty and responsibility of ensuring that his/her teaching license is valid, current and appropriate to his/her teaching assignment.

- C. If it is discovered that a teacher's license has expired, the teacher shall be advised that the teacher's failure to have the license reinstated will constitute gross insubordination, inefficiency and willful neglect of duty which are grounds for immediate discharge from employment.
- D. The duty and responsibility of maintaining a current and valid teaching license appropriate to the teaching assignment as required by this policy shall remain with the teacher, notwithstanding the superintendent's failure to discover a lapsed license or license that does not support the teaching assignment. A teacher's failure to comply with this policy may be grounds for the teacher's immediate discharge from employment.

Legal References: Minn. Stat. §122A.16 (Highly Qualified Teacher Defined)
Minn. Stat. §122A.22 District Verification of Teacher Licenses)
Minn. Stat. §122A.40, Subd. 13 (Employment; Contracts; Termination
Immediate Discharge)
Minn. Stat. §127A.42 (Reduction of Aid for Violation of Law)
Vettleson v. Special Sch. Dist. No. 1, 361 N.W.2d 425 (Minn.App. 1985)
Lucio v. School Bd. of Independent Sch. Dist. No. 625, 574 N.W.2d 737
(Minn.App. 1998)
In the Matter of the Proposed Discharge of John R. Statz (Christine D.
VerPloeg), June 8, 1992, *affirmed*, 1993 WL 129639, 1993 Minn. App.
Lexis 442

E. OPERATIONAL ITEMS

AGENDA ITEM: Resolution to Canvass the November 5, 2013
General Election of School Board Members

MEETING DATE: November 11, 2013

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Kristine Wehrkamp, Director of Community
Services and Recreation

BACKGROUND:

This resolution has been provided by our attorney to canvass the School District General Election.

The election results were provided by Ramsey County's election official on Friday, November 8, 2013.

Recommendation:

That the School Board take action to approve the resolution.

EXTRACT OF MINUTES OF
MEETING OF THE SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO.
624 (WHITE BEAR LAKE AREA SCHOOLS)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, was duly held in said school district on the 11th day of November 2013, at 7:00 o'clock p.m. for the purpose, in part, of canvassing its general election.

The following members were present:

and the following were absent:

Member _____ moved the adoption of the following resolution:

**RESOLUTION CANVASSING RETURNS
OF VOTES OF SCHOOL DISTRICT GENERAL ELECTION**

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

1. It is hereby found, determined and declared that the general election of the voters of this school district held on November 5, 2013, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, a total of 7,839 voters of the district voted at said general election on the election of four (4) school board members for four (4) year term vacancies on the board caused by expiration of term on the first Monday in January next following the general election as follows:

<u>Janet Newberg</u>	<u>3455</u>	<u>Christine Morrison</u>	<u>2592</u>
<u>George Kimball</u>	<u>3455</u>	<u>Bob Shevik</u>	<u>2400</u>
<u>Kim S. Chapman</u>	<u>2676</u>		
<u>Don Mullin</u>	<u>2607</u>		

3. **Janet Newberg**, **George Kimball**, **Kim S. Chapman** , and **Don Mullin** having received the highest number of votes, are elected to four (4) year terms beginning on the first Monday in January, 2014.

4. The clerk is hereby directed to certify the results of the election to the county auditor of each county in which the school district is located in whole or in part.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to canvassing the results of the general election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

WITNESS MY HAND officially as such clerk this 1st day of November 2013.

Clerk

STATE OF MINNESOTA)
)SS
COUNTY OF RAMSEY)

WITNESS MY HAND officially as Clerk of said School District this 11th day of November, 2013.

101

Abstract of Votes Cast
Independent School District No. 624 (WHITE BEAR LAKE)
State of Minnesota
at the General Election
Held Tuesday, November 05, 2013

Compiled from the Official Returns.

Summary of Totals
Independent School District No. 624 (WHITE BEAR LAKE)
Tuesday, November 05, 2013 General Election

Number of persons registered as of 7 a.m.	45361
Number of persons registered on Election Day	273
Number of accepted regular, armed forces and temporarily overseas absentee ballots	206
Number of federal office only absentee ballots	0
Number of presidential absentee ballots	0
Total number of persons voting	7633

Summary of Totals
Independent School District No. 624 (WHITE BEAR LAKE)
Tuesday, November 05, 2013 General Election

KEY TO PARTY ABBREVIATIONS

NP - Nonpartisan

School Board Member at Large (ISD #624) (Elect 4)

NP
DONALD MULLIN
2607

NP
JANET NEWBERG
3455

NP
BOB SHEVIK
2400

NP
KIM S. CHAPMAN
2676

NP
CHRISTINE MORRISON
2592

NP
GEORGE KIMBALL
3455

WI
WRITE-IN**
155

SCHOOL DISTRICT QUESTION 1 (ISD #624)

NP
YES
3999

NP
NO
2565

Detail of Election Results
Independent School District No. 624 (WHITE BEAR LAKE)
Tuesday, November 05, 2013 General Election

Precinct	Persons Registered as of 7 A.M.	Persons Registered on Election Day	Total Number of Persons Voting
2 2205 : LINO LAKES P-1	1228	7	139
2 2220 : LINO LAKES P-4	2224	7	314
2 2230 : LINO LAKES P-6	1861	8	282
62 0200 : MAPLEWOOD P-08	1877	12	470
62 1740 : WHITE BEAR LAKE W-1 P-1	2538	21	409
62 1750 : WHITE BEAR LAKE W-2 P-1	3216	28	618
62 1760 : WHITE BEAR LAKE W-3 P-1	2450	15	500
62 1765 : WHITE BEAR LAKE W-3 P-2	386	3	86
62 1770 : WHITE BEAR LAKE W-4 P-1	2719	20	592
62 1780 : WHITE BEAR LAKE W-5 P-1	3006	15	513
62 8201 : ISD 624 - WHITE BEAR TOWNSHIP P-1	3211	22	610
62 8202 : ISD 624 - GEM LAKE P-1	278	1	57
62 8895 : ISD 624 - LITTLE CANADA P-3	0	0	0
62 8897 : ISD 624 - WHITE BEAR TOWNSHIP P-2	2273	21	500
62 8898 : ISD 624 -VADNAIS HEIGHTS P-1	835	8	203
62 9035 : ISD 624-VADNAIS HEIGHTS P-4	2017	4	215
62 9247 : ISD 624- WHITE BEAR TOWNSHIP P-3	838	2	185
62 9290 : ISD 624- LITTLE CANADA P-2	131	0	7
62 9420 : ISD 624- VADNAIS HEIGHTS P-2	2410	8	440
62 9421 : ISD 624- VADNAIS HEIGHTS P-3	1975	9	370
62 9423 : ISD 624- WHITE BEAR TOWNSHIP P-4	1249	9	255
62 9424 : ISD 624- NORTH OAKS P-2	943	15	160
82 8137 : ISD 624 - BIRCHWOOD	668	5	147
82 8138 : ISD 624 - HUGO W1 P-1	2885	19	268
82 8997 : ISD 624 - HUGO W2 P2B	2534	9	179
82 9419 : ISD 624 - HUGO W3 P3A	1609	5	114
Independent School District No. 624 (WHITE BEAR LAKE) Total:	45361	273	7633

Detail of Election Results
Independent School District No. 624 (WHITE BEAR LAKE)
Tuesday, November 05, 2013 General Election

Office Title: School Board Member at Large (ISD #624) (Elect 4)

Precinct	NP DONALD MULLIN	NP JANET NEWBERG	NP BOB SHEVIK	NP KIM S. CHAPMAN	NP CHRISTINE MORRISON
2 2205 : LINO LAKES P-1	3	1	2	3	3
2 2220 : LINO LAKES P-4	1	1	0	1	2
2 2230 : LINO LAKES P-6	36	86	51	68	72
62 0200 : MAPLEWOOD P-08	7	6	6	5	4
62 1740 : WHITE BEAR LAKE W-1 P-1	150	209	130	168	164
62 1750 : WHITE BEAR LAKE W-2 P-1	259	335	233	251	241
62 1760 : WHITE BEAR LAKE W-3 P-1	220	284	186	212	215
62 1765 : WHITE BEAR LAKE W-3 P-2	47	49	23	42	42
62 1770 : WHITE BEAR LAKE W-4 P-1	287	318	213	218	222
62 1780 : WHITE BEAR LAKE W-5 P-1	196	268	217	225	216
62 8201 : ISD 624 - WHITE BEAR TOWNSHIP P-1	219	332	244	290	234
62 8202 : ISD 624 - GEM LAKE P-1	23	26	22	26	22
62 8895 : ISD 624 - LITTLE CANADA P-3	0	0	0	0	0
62 8897 : ISD 624 - WHITE BEAR TOWNSHIP P-2	178	272	191	196	185
62 8898 : ISD 624 - VADNAIS HEIGHTS P-1	71	104	76	70	74
62 9035 : ISD 624-VADNAIS HEIGHTS P-4	104	104	82	77	88
62 9247 : ISD 624- WHITE BEAR TOWNSHIP P-3	67	106	70	92	86
62 9290 : ISD 624- LITTLE CANADA P-2	4	4	1	3	1
62 9420 : ISD 624- VADNAIS HEIGHTS P-2	163	224	164	168	173
62 9421 : ISD 624- VADNAIS HEIGHTS P-3	139	163	128	129	131
62 9423 : ISD 624- WHITE BEAR TOWNSHIP P-4	100	143	85	97	87
62 9424 : ISD 624- NORTH OAKS P-2	53	76	57	49	63
82 8137 : ISD 624 - BIRCHWOOD	78	93	39	47	46
82 8138 : ISD 624 - HUGO W1 P-1	98	120	88	101	103

Detail of Election Results
Independent School District No. 624 (WHITE BEAR LAKE)
Tuesday, November 05, 2013 General Election

Office Title: School Board Member at Large (ISD #624) (Elect 4)

Precinct	NP DONALD MULLIN	NP JANET NEWBERG	NP BOB SHEVIK	NP KIM S. CHAPMAN	NP CHRISTINE MORRISON
82 8997 : ISD 624 - HUGO W2 P2B	57	80	53	84	71
82 9419 : ISD 624 - HUGO W3 P3A	47	51	39	54	47
Total:	2607	3455	2400	2676	2592

Precinct	NP GEORGE KIMBALL	WI WRITE-IN**
2 2205 : LINO LAKES P-1	0	0
2 2220 : LINO LAKES P-4	0	0
2 2230 : LINO LAKES P-6	67	3
62 0200 : MAPLEWOOD P-08	8	0
62 1740 : WHITE BEAR LAKE W-1 P-1	228	13
62 1750 : WHITE BEAR LAKE W-2 P-1	364	11
62 1760 : WHITE BEAR LAKE W-3 P-1	277	8
62 1765 : WHITE BEAR LAKE W-3 P-2	38	1
62 1770 : WHITE BEAR LAKE W-4 P-1	313	15
62 1780 : WHITE BEAR LAKE W-5 P-1	237	17
62 8201 : ISD 624 - WHITE BEAR TOWNSHIP P-1	324	8
62 8202 : ISD 624 - GEM LAKE P-1	27	0
62 8895 : ISD 624 - LITTLE CANADA P-3	0	0
62 8897 : ISD 624 - WHITE BEAR TOWNSHIP P-2	304	10
62 8898 : ISD 624 - VADNAIS HEIGHTS P-1	102	7
62 9035 : ISD 624-VADNAIS HEIGHTS P-4	101	1
62 9247 : ISD 624- WHITE BEAR TOWNSHIP P-3	96	4

Detail of Election Results
Independent School District No. 624 (WHITE BEAR LAKE)
Tuesday, November 05, 2013 General Election

Office Title: School Board Member at Large (ISD #624) (Elect 4)

Precinct	NP GEORGE KIMBALL	WI WRITE-IN**
62 9290 : ISD 624- LITTLE CANADA P-2	4	0
62 9420 : ISD 624- VADNAIS HEIGHTS P-2	240	8
62 9421 : ISD 624- VADNAIS HEIGHTS P-3	197	8
62 9423 : ISD 624- WHITE BEAR TOWNSHIP P-4	136	8
62 9424 : ISD 624- NORTH OAKS P-2	73	4
82 8137 : ISD 624 - BIRCHWOOD	75	1
82 8138 : ISD 624 - HUGO W1 P-1	112	7
82 8997 : ISD 624 - HUGO W2 P2B	78	7
82 9419 : ISD 624 - HUGO W3 P3A	54	14
Total:	3455	155

Office Title: SCHOOL DISTRICT QUESTION 1 (ISD #624)

Precinct	NP YES	NP NO
2 2205 : LINO LAKES P-1	3	0
2 2220 : LINO LAKES P-4	0	3
2 2230 : LINO LAKES P-6	93	76
62 0200 : MAPLEWOOD P-08	7	7
62 1740 : WHITE BEAR LAKE W-1 P-1	244	161
62 1750 : WHITE BEAR LAKE W-2 P-1	380	229
62 1760 : WHITE BEAR LAKE W-3 P-1	314	184
62 1765 : WHITE BEAR LAKE W-3 P-2	53	33
62 1770 : WHITE BEAR LAKE W-4 P-1	370	215
62 1780 : WHITE BEAR LAKE W-5 P-1	301	210

Detail of Election Results
Independent School District No. 624 (WHITE BEAR LAKE)
Tuesday, November 05, 2013 General Election

Office Title: SCHOOL DISTRICT QUESTION 1 (ISD #624)

Precinct	NP YES	NP NO
62 8201 : ISD 624 - WHITE BEAR TOWNSHIP P-1	351	259
62 8202 : ISD 624 - GEM LAKE P-1	36	21
62 8895 : ISD 624 - LITTLE CANADA P-3	0	0
62 8897 : ISD 624 - WHITE BEAR TOWNSHIP P-2	322	175
62 8898 : ISD 624 - VADNAIS HEIGHTS P-1	126	76
62 9035 : ISD 624-VADNAIS HEIGHTS P-4	94	118
62 9247 : ISD 624- WHITE BEAR TOWNSHIP P-3	112	72
62 9290 : ISD 624- LITTLE CANADA P-2	2	5
62 9420 : ISD 624- VADNAIS HEIGHTS P-2	250	186
62 9421 : ISD 624- VADNAIS HEIGHTS P-3	211	157
62 9423 : ISD 624- WHITE BEAR TOWNSHIP P-4	176	73
62 9424 : ISD 624- NORTH OAKS P-2	93	61
82 8137 : ISD 624 - BIRCHWOOD	101	46
82 8138 : ISD 624 - HUGO W1 P-1	168	97
82 8997 : ISD 624 - HUGO W2 P2B	121	58
82 9419 : ISD 624 - HUGO W3 P3A	71	43
Total:	3999	2565

We, the school board members of Independent School District No. 624 (WHITE BEAR LAKE), certify that we have canvassed the returns of the General Election held on Tuesday, November 05, 2013, and have herein specified the names of any candidates receiving votes and the number of votes received by each candidate, and have herein specified the number of votes for and against any ballot questions voted on in this election.

As appears by the returns of the election precincts voting in this election, duly returned to, filed, opened, and canvassed, and now remaining on file in the office of the clerk of Independent School District No. 624 (WHITE BEAR LAKE).

Witness our official signature at _____ in _____ County this _____ day of _____, 2013.

School Board Member

School Board Member

School Board Member

School Board Member

School Board Member

School Board Member

School Board Member

State of Minnesota
Independent School District No. 624 (WHITE BEAR LAKE)

I, _____, Clerk of the Independent School District No. 624 (WHITE BEAR LAKE) do hereby certify the within and foregoing
_____ pages to be a full and correct copy of the original abstract and return of the votes cast at the Independent School District No. 624 (WHITE BEAR LAKE)
General Election held on Tuesday, November 05, 2013.

Witness my hand and official seal of office this _____ day of _____, 2013.

AGENDA ITEM: Resolution to Canvass the November 5, 2013
School District Special Election

MEETING DATE: November 11, 2013

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Kristine Wehrkamp, Director of Community
Services and Recreation

BACKGROUND:

This resolution has been provided by our attorney to canvass the School District Special Election.

The election results were provided by Ramsey County election official on November 8, 2013.

Recommendation:

That the School Board take action on the resolution.

EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 624
(WHITE BEAR LAKE AREA SCHOOLS)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, was duly held in said school district on November 11, 2013, at 7:00 o'clock p.m. for the purpose, in part, of canvassing a special election.

The following members were present:

and the following were absent:

Member _____ moved the adoption of the following resolution:

**RESOLUTION CANVASSING RETURNS
OF VOTES OF SCHOOL DISTRICT SPECIAL ELECTION**

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

1. It is hereby found, determined and declared that the special election of the voters of this school district held on November 5, 2013 in conjunction with the school district general election, was in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, at said election a Total of 6,564 voters of the school district voted on the question of authorizing a capital project Levy authorization of the school district for taxes payable in 2014 and thereafter (SCHOOL DISTRICT BALLOT QUESTION 1), of which 3,999 voted in favor, 2,565 voted against the same, and there were _____ completely blank or defective ballots related to this question. Said proposition, having received the approval of at least a majority of such votes, is hereby declared to have carried.

3. The clerk is hereby directed to certify the results of the election to the county auditors of each county in which the school district is located in whole or in part. The clerk is also directed to report the results of the election to the Commissioner of Education.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified and acting Clerk o Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, hereby certify that the Attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes related to canvassing the results of a special election of said school district, and that the resolution included therein is a full, true and correct copy of the original thereof.

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

Clerk

AGENDA ITEM: Resolution Authorizing Issuance of Certificates
of Election and Directing the School District
to Perform Other Election Related Duties

MEETING DATE: November 11, 2013

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Kristine Wehrkamp, Director of Community
Services and Recreation

BACKGROUND:

This resolution has been provided by our attorney to issue certificates of election and to allow the district to perform other election related duties for the School District General Election.

Recommendation:

Act to approve the resolution.

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD
OF INDEPENDENT SCHOOL DISTRICT NO. 624
(WHITE BEAR LAKE AREA SCHOOLS)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a Regular meeting of the School Board of Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, was held in said school district on the 11th day of November, 2013, at 7:00 o'clock p.m.

The following members were present:

and the following were absent:

Member _____ introduced the following resolution and moved its adoption:

**RESOLUTION AUTHORIZING ISSUANCE OF CERTIFICATES
OF ELECTION AND DIRECTING THE SCHOOL DISTRICT CLERK
TO PERFORM OTHER ELECTION RELATED DUTIES**

WHEREAS, the board has canvassed the general election for school board members held on November 5, 2013.

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

1. The chair and clerk are hereby authorized to execute certificates of election on behalf of the school board of Independent School District No. 624 to the following candidates:

- a. Janet Newberg
- b. George Kimball
- c. Kim S. Chapman
- d. Donald Mullin

who have received a sufficiently large number of votes to be elected to fill vacancies on the board caused by expiration of term on the first Monday in January next following the election, based on the results of the canvass.

2. The certificate of election shall be in substantially the form attached hereto.

3. After the time for contesting the election has passed and the candidate has filed all campaign financial reports required by Minnesota Statutes, Chapter 211A, the clerk of the school board is hereby directed to deliver a certificate to each person entitled thereto personally or by certified mail.

4. The clerk is hereby directed to enclose with the certificate a form of acceptance of office and oath of office in substantially the form attached hereto.

The motion for the adoption of the foregoing resolution was duly seconded by

_____ and upon vote being taken thereon the following voted

in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)SS
COUNTY OF RAMSEY)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 624 (White Bear Lake Area Schools), State of Minnesota, hereby certify that the attached and foregoing is a full, true and correct transcript of the minutes of a meeting of the school board of said school district duly called and held on the date therein indicated, so far as such minutes relate to authorizing the issuance of certificates of election, and that the resolution included therein is a full, true and correct copy of the original thereof.

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

Clerk

**CERTIFICATE OF
ELECTION**

This is to certify as follows:

1. The School Board of Independent School District No. 624 on November 11_, 2013, canvassed the general election of school board members held on November 5, 2013.

2. **Janet Newberg** tied for receiving the largest number of votes cast for the office of school board member of Independent School District No. 624 for a full four (4) year term.

3. There are four (4) full four (4) year term vacancies on the board caused by expiration of term on the first Monday in January next following the election.

4. Therefore **Janet Newberg** is elected to the office of school board member of Independent School District No. 624 for a full four (4) year term beginning on the first Monday in January, 2014 and expiring on the first Monday in January, 2018.

By authority of the School Board of Independent School District No. 624, pursuant to resolution dated _____, 2013.

Dated: _____

Chair

Dated: _____

Clerk

**CERTIFICATE OF
ELECTION**

This is to certify as follows:

1. The School Board of Independent School District No. 624 on November 11_, 2013, canvassed the general election of school board members held on November 5, 2013.

2. **George Kimball** tied for receiving the largest number of votes cast for the office of school board member of Independent School District No. 624 for a full four (4) year term.

3. There are four (4) full four (4) year term vacancies on the board caused by expiration of term on the first Monday in January next following the election.

4. Therefore **George Kimball** is elected to the office of school board member of Independent School District No. 624 for a full four (4) year term beginning on the first Monday in January, 2014 and expiring on the first Monday in January, 2018.

By authority of the School Board of Independent School District No. 624, pursuant to resolution dated _____, 2013.

Dated: _____

Chair

Dated: _____

Clerk

**CERTIFICATE OF
ELECTION**

This is to certify as follows:

1. The School Board of Independent School District No. 624 on November 11_, 2013, canvassed the general election of school board members held on November 5, 2013.

2. **Kim S. Chapman** received the third largest number of votes cast for the office of school board member of Independent School District No. 624 for a full four (4) year term.

3. There are four (4) full four (4) year term vacancies on the board caused by expiration of term on the first Monday in January next following the election.

4. Therefore **Kim S. Chapman** is elected to the office of school board member of Independent School District No. 624 for a full four (4) year term beginning on the first Monday in January, 2014 and expiring on the first Monday in January, 2018.

By authority of the School Board of Independent School District No. 624, pursuant to resolution dated_____, 2013.

Dated:_____

Chair

Dated:_____

Clerk

**CERTIFICATE OF
ELECTION**

This is to certify as follows:

1. The School Board of Independent School District No. 624 on November 11_, 2013, canvassed the general election of school board members held on November 5, 2013.
2. **Don Mullin** received the fourth largest number of votes cast for the office of school board member of Independent School District No. 624 for a full four (4) year term.
3. There are four (4) full four (4) year term vacancies on the board caused by expiration of term on the first Monday in January next following the election.
4. Therefore **Don Mullin** is elected to the office of school board member of Independent School District No. 624 for a full four (4) year term beginning on the first Monday in January, 2014 and expiring on the first Monday in January, 2018.

By authority of the School Board of Independent School District No. 624, pursuant to resolution dated _____, 2013.

Dated: _____

Chair

Dated: _____

Clerk

AGENDA ITEM: Acceptance of June 30, 2013 Audit
MEETING DATE: November 11, 2013
SUGGESTED DISPOSITION: Operational Item
CONTACT PERSON: Pete Willcoxon Sr.
Executive Director of Business Services

Background:

Jim Eichten, from our audit firm of MMKR, presented the results of our audit for the year ending June 30, 2013 earlier this evening.

The Finance Committee had previously met with Jim to review this information. Copies of the audit have been distributed to all School Board members.

Recommendation:

It is recommended that the School Board accept the audit for the fiscal year ending June 30, 2013.

AGENDA ITEM: Award of Bids – Lakeaires Elementary School Addition

MEETING DATE: November 11, 2013

SUGGESTED DISPOSITION: Operational Item

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

Bids were opened for the Lakeaires Elementary School Addition on November 5, 2013. The recommendations made by our construction management firm, Kraus-Anderson Construction Company are included. The total award recommended is \$3,225,626.

This is a project to add a gymnasium and performing arts space as well as relocate the administrative space to create a secure entrance. Parking and bus drop off issues will also be addressed.

Bidders were allowed to submit single bids or combined bids to incorporate both projects. Many of the bid awards recommended by Kraus-Anderson Construction Company are for combined bids since these generated the lowest cost for the projects. The full set of bid tabulations is attached.

The bid award recommendations are coming in below anticipated budget amounts and, at this time, the revised overall budget for the project is over \$400,000 less than originally estimated.

Funding for the project will include monies provided by Well Fargo, which will be repaid through revenue generated by previously approved lease levy authority, proceeds from the alternative facilities program and capital fund revenue.

Recommendation:

It is recommended that the Board approve the bid recommendations as submitted by Kraus-Anderson Construction Company totaling \$3,225,626.



Innovative Construction Solutions

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

November 6, 2013

Mr. Peter Willcoxon, Sr.
Independent School District 624
4855 Bloom Avenue
White Bear Lake, MN 55110

Re: 2013 Gymnasium/Classrooms/Office Addition Projects
Lakeaires Elementary School and Willow Lane Elementary School
White Bear Lake, MN

Dear Mr. Willcoxon Sr:

This letter is concerning the contract award for the above referenced projects that was bid on November 5, 2013.

Listed below are the lowest responsible bidders and the bid amount for the bid division. Combination bids were received on many Bid Divisions. The attached Bid Analysis notes how these combination bids relate to each individual building. We recommend contracts be awarded for the following:

BID DIVISION 01 – Both Buildings - Concrete & Masonry Package – K. Johnson Construction Inc. – combined base bid \$893,260.00 – total contract amount - \$893,260.00.

BID DIVISION 02 & 03 – Both Buildings - Precast Hollow Core Plank Package & Precast Architectural Concrete Package – Wells Concrete –combined base bid - \$620,900.00 - total contract amount - \$620,900.00.

BID DIVISION 04 – Both Buildings - Steel Package Material Only – Thurnbeck Steel Fabrication, Inc. – combined base bid - \$271,000.00 – total contract amount - \$271,000.00.

BID DIVISION 05 – Both Buildings - Steel Installation Package – Industrial Construction Specialist, LLC – combined base bid - \$115,400.00 – total contract amount - \$115,400.00.

BID DIVISION 06 - Lakeaires – General Construction Package – Kellington Construction, Inc. – base bid - \$292,800.00 – total contract amount - \$292,800.00.

BID DIVISION 06 – Willow Lane – General Construction Package – Parkos Construction Company – base bid - \$298,600.00 – total contract amount - \$298,600.00.

BID DIVISION 07 – Both Buildings - Roofing/Metal Wall Panel Package – Central Roofing Company – combined base bid - \$372,490.00 – total contract amount - \$372,490.00.

BID DIVISION 08 – Both Buildings - Joint Sealants Package – Right-Way Caulking Inc. – combined base bid - \$28,300.00 – total contract amount - \$28,300.00.

BID DIVISION 09 – Lakeaires - Doors, Frames and Hardware – Material Only – Glewwe Doors, Inc. – base bid - \$21,300.00 – total contract amount - \$21,300.00.

BID DIVISION 09 – Willow Lane - Doors, Frames and Hardware – Material Only – Glewwe Doors, Inc. – base bid - \$21,300.00 – total contract amount - \$21,300.00.

BID DIVISION 10 – Both Buildings - Aluminum & Glazing Package – National Window Associates, Inc. – combined base bid - \$349,706.00 – total contract amount - \$349,706.00.

BID DIVISION 11 & 14 – Both Buildings - Tile Package & Epoxy Terrazzo Package – WTG Terrazzo & Tile, Inc. – combined base bid - \$135,000.00 – total contract amount - \$135,000.00.

BID DIVISION 12 – Both Buildings - Acoustical Ceiling Package – Twin City Acoustics, Inc. – combined base bid - \$37,950.00 – total contract amount - \$37,950.00.

BID DIVISION 13 – Lakeaires - Flooring Package - Grazzini Brothers & Company – base bid - \$16,980.00 – total contract amount - \$16,980.00.

BID DIVISION 13 – Willow Lane - Flooring Package – Floors by Beckers, Inc. – base bid - \$25,600.00 – total contract amount - \$25,600.00.

BID DIVISION 15 – Both Buildings - Wood Flooring Package – Jwood Sports Flooring – combined base bid - \$101,000.00 - total contract amount - \$101,000.00.

BID DIVISION 16 - Lakeaires – Painting Package – Steinbrecher Painting, Inc. – base bid - \$37,200.00 - total contract amount - \$37,200.00.

BID DIVISION 16 – Willow Lane – Painting Package – Steinbrecher Painting, Inc. – base bid - \$37,300.00 - total contract amount - \$37,300.00.

BID DIVISION 17 – Both Buildings - Casework/Solid Surface Package – Lance Service, Inc. – combined base bid - \$89,820.00 – total contract amount - \$89,820.00.

BID DIVISION 18 – Both Buildings - Fire Suppression Package – Brothers Fire Protection – combined base bid - \$66,000.00 – total contract amount - \$66,000.00.

BID DIVISION 19 – Both Buildings - Mechanical Package – Thelen Heating & Roofing, Inc. – combined base bid - \$1,024,000.00 – total contract amount - \$1,024,000.00.

BID DIVISION 20 – Lakeaires - Electrical Package – Vinco, Inc. – base bid - \$350,000.00 – total contract amount - \$350,000.00.

BID DIVISION 20 – Willow Lane - Electrical Package – Vinco, Inc. – base bid - \$345,500.00 – total contract amount - \$345,500.00.

BID DIVISION 21 – Both Buildings - Earthwork, Paving, Seeding Package – Urban Companies LLC – combined base bid - \$340,000.00 – total contract amount - \$340,000.00.

BID DIVISION 22 – Lakeaires - Asphalt Paving Package – T. A. Schifsky & Sons Inc. – base bid - \$122,000.00 – total contract amount - \$122,000.00.

BID DIVISION 22 – Willow Lane - Asphalt Paving Package – T. A. Schifsky & Sons Inc. – base bid - \$169,000.00 – total contract amount - \$169,000.00.

BID DIVISION 23 – Lakeaires - Gym Equipment Package – H&B Specialized Products, Inc. – base bid - \$35,305.00 – total contract amount - \$35,305.00.

BID DIVISION 23 – Willow Lane - Gym Equipment Package – H&B Specialized Products, Inc. – base bid - \$35,900.00 – total contract amount - \$35,900.00.

The total contract amounts awarded for both Projects is \$6,253,611.00, which is within the Project Budgets.

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

Very truly yours,

KRAUS-ANDERSON® CONSTRUCTION COMPANY



Brian L. Hook
Senior Project Manager

BLH:rh
Enclosures

c: Phillip Fisher, ISD 624
Kevin Holm, LHB, Inc.
Tim Rabbitts, Hallberg, Inc.

Willow

DIV #	DESCRIPTION	LOW BIDDER	LOW BASE BID	# OF BIDS
1	Concrete and Masonry	K Johnson	443,961.00	7
2	Precast Hollow Core Plank	Wells Concrete Products	232,950.00	3
3	Precast Wall Panels	Included in Wells' #2		2
4	Steel Material	Thunbeck Steel	125,500.00	2
5	Steel Installation	ICS	57,700.00	3
6	General Construction Package	Parkos Construction	298,600.00	6
7	Roofing/Metal Panel Package	Central Roofing	186,245.00	6
8	Joint Sealants	Right Way Caulking	14,150.00	3
9	Doors/Frames/Hardware	Glewwe Doors	21,300.00	3
10	Aluminum and Glazing	National Window	145,629.00	1
11	Tile	WTG	62,400.00	3
12	Acoustic Panels/Ceilings	Twin City Acoustics	21,840.00	2
13	Flooring	Floors By Becker	25,600.00	4
14	Epoxy Terrazzo	Included in WTG #11		3
15	Wood Flooring	J Wood	50,500.00	4
16	Painting	Steinbrecher Painting	37,300.00	3
17	Casework	Lance Service	44,910.00	3
18	Fire Suppression	Brothers Fire Protection	33,000.00	4
19	Mechanical	Thelen	521,000.00	12
20	Electrical	Vinco	345,500.00	9
21	Earthwork/Landscaping	Urban	155,000.00	5
22	Asphalt Paving	TA Tchifsky	169,000.00	1
23	Athletic Equipment	H&B	35,900.00	3
	Bid Day Subtotal		3,027,985.00	92
	Owner Supplied Items:			
	Trash Enclosure	Allowance	40,000.00	
	TOTALS		3,067,985.00	

Lake Aires

DIV #	DESCRIPTION	LOW BIDDER	LOW BASE BID	# OF BIDS	WILLOW/LAKE AIRES Total
1	Concrete and Masonry	K Johnson	449,299.00	8	893,260.00
2	Precast Hollow Core Plank	Wells Concrete Products	387,950.00	3	620,900.00
3	Precast Wall Panels	Included in Wells' #2		2	-
4	Steel Material	Thunbeck Steel	145,500.00	2	271,000.00
5	Steel Installation	ICS	57,700.00	3	115,400.00
6	General Construction Package	Kellington	292,800.00	6	591,400.00
7	Roofing/Metal Panel Package	Central Roofing	186,245.00	6	372,490.00
8	Joint Sealants	Right Way Caulking	14,150.00	3	28,300.00
9	Doors/Frames/Hardware	Glewwe Doors	21,300.00	3	42,600.00
10	Aluminum and Glazing	National Window	204,077.00	1	349,706.00
11	Tile	WTG	72,600.00	3	135,000.00
12	Acoustic Panels/Ceilings	Twin City Acoustics	16,110.00	2	37,950.00
13	Flooring	Grazzinni	16,980.00	4	42,580.00
14	Epoxy Terrazzo	Included in WTG #11		3	-
15	Wood Flooring	J Wood	50,500.00	4	101,000.00
16	Painting	Steinbrecher Painting	37,200.00	3	74,500.00
17	Casework	Lance Service	44,910.00	3	89,820.00
18	Fire Suppression	Brothers Fire Protection	33,000.00	4	66,000.00
19	Mechanical	Thelen	503,000.00	12	1,024,000.00
20	Electrical	Vinco	350,000.00	9	695,500.00
21	Earthwork/Landscaping	Urban	185,000.00	5	340,000.00
22	Asphalt Paving	TA Tchifsky	122,000.00	1	291,000.00
23	Athletic Equipment	H&B	35,305.00	3	71,205.00
	Bid Day Subtotal		3,225,626.00	93	6,253,611.00
	Owner Supplied Items:				
	Trash Enclosure	Allowance	75,000.00		115,000.00
	TOTALS		3,300,626.00		6,368,611.00

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 01: Concrete & Masonry Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 01: Concrete & Masonry Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 02: Precast Hollow Core Plank Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 03: Precast Architectural Concrete Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 04: Steel Package - Material Only

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 05: Steel Installation Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 06: General Construction Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 07: Roofing/Metal Wall Panel Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 08: Joint Sealants Package

[illegible]

**2013 Lakeaires Elementary School
Gymnasium/Classrooms/Office Addition**

OWNER: Independent School District #624

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON, CONSTRUCTION COMPANY

ARCHITECT: LHB, INC.

BID TABULATIONS

November 5, 2013 @ 2:00 pm

Bid Division 09: Doors, Frames and Hardware - Material Only

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Glewwe Doors, Inc.	Kendell Door, Inc.	Wheeler Hardware Company			
BID SECURITY	YES	YES	YES			
ADDENDA REC'D.	1,2,3 ONLY	1,2,3,4	1,2,3,4			
BASE BID	\$21,300.00	\$25,152.00	NONE			
COMBINED BASE BID LAKEAIRES & WILLOW LANE	\$42,600.00	\$50,304.00	\$55,200.00**			
**Clarifications						

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 10: Aluminum & Glazing Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 11: Tile Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 12: Acoustical Ceiling Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 13: Flooring Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 14: Epoxy Terrazzo Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 15: Wood Flooring Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 16: Painting Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 17: Casework/Solid Surface Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 18: Fire Suppression Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 19: Mechanical Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 19: Mechanical Package

[illegible]

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Vinco, Inc.	Northern Air Corporation dba NAC	Master Electric	Claude M. Anderson Electric Co., Inc. dba NEI Electric	Rike-Lee Electric, Inc.	B & B Electric Inc.
BID SECURITY	YES	YES	YES	YES	YES	YES
ADDENDA REC'D.	1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4
BASE BID	\$350,000.00	\$392,500.00	\$413,000.00	\$436,850.00	\$445,519.00	\$456,800.00
COMBINED BASE BID LAKEAIRES & WILLOW LANE	NONE	\$766,300.00	\$820,000.00	NONE	NONE	\$900,000.00
Alternate No. 1	NONE	NONE	ADD: \$4,975.00	NONE	NONE	NONE

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 20: Electrical Package

[illegible]

**2013 Lakeaires Elementary School
Gymnasium/Classrooms/Office Addition**

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER: Independent School District #624

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON, CONSTRUCTION COMPANY

ARCHITECT: LHB, INC.

Bid Division 21: Earthwork, Paving, Seeding Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Urban Companies LLC	Arnt Construction Co. Inc.	Cobalt Contracting Inc.	Frattalone Companies Inc.	T.A. Schifsky & Sons Inc.	
BID SECURITY	YES	YES	YES	YES	YES	
ADDENDA REC'D.	1,2,3 ONLY	1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4	
BASE BID	\$180,000.00	\$191,600.00	\$266,244.00	\$373,000.00	NONE	
COMBINED BASE BID LAKEAIRES & WILLOW LANE	\$340,000.00	\$462,000.00	\$482,800.00	NONE	NONE	
COMBINED BASE BID BD 21 & 22 FOR LAKEAIRES & WILLOW LANE	NONE	NONE	NONE	NONE	\$1,089,000.00	
Unit Price 1 - Item 1 - Section 310000	ADD: \$14.00/CY	\$12.80/CY	N/A	N/A	N/A	
Unit Price 1 - Item 2 - Section 310000	ADD: \$26.00/CY	\$24.38/CY	N/A	N/A	N/A	
Unit Price 1 - Item 3 - Section 310000	ADD: \$14.00/CY	\$16.68/CY	N/A	N/A	N/A	

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 22: Asphalt Paving Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 23: Gym Equipment Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 01: Concrete & Masonry Package

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BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 01: Concrete & Masonry Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 02: Precast Hollow Core Plank Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

ARCHITECT: LHB, INC.
Bid Division 03: Precast Architectural Concrete Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 04: Steel Package - Material Only

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 05: Steel Installation Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 06: General Construction Package

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BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 07: Roofing/Metal Wall Panel Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 08: Joint Sealants Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON[®] CONSTRUCTION COMPANY

Bid Division 09: Doors, Frames and Hardware - Material Only

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 10: Aluminum & Glazing Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 11: Tile Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 12: Acoustical Ceiling Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 13: Flooring Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON[®] CONSTRUCTION COMPANY

Bid Division 14: Epoxy Terrazzo Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 15: Wood Flooring Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 16: Painting Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 17: Casework/Solid Surface Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 18: Fire Suppression Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 19: Mechanical Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 19: Mechanical Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 20: Electrical Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 20: Electrical Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	B & B Electric Inc.	Gunnar Electric, Inc.	Bloomington Electric Company			
BID SECURITY	YES	YES	YES			
ADDENDA REC'D.	1,2,3,4	1,2,3,4	1,2,3,4			
BASE BID	\$453,390.00	\$453,980.00	\$575,000.00			
COMBINED BASE BID LAKEAIRES & WILLOW LANE	\$900,000.00	\$912,820.00	\$1,145,000.00			
Alternate No. 1	NONE	NONE	NONE			
178						

**2013 Willow Lane Elementary School
Gymnasium/Classrooms/Office Addition**

OWNER: Independent School District #624

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON, CONSTRUCTION COMPANY

ARCHITECT: LHB, INC.

BID TABULATIONS
November 5, 2013 @ 2:00 pm

Bid Division 21: Earthwork, Paving, Seeding Package

	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	Urban Companies LLC	Arnt Construction Co. Inc.	Cobalt Contracting Inc.	Frattalone Companies Inc.	T.A. Schifsky & Sons Inc.	
BID SECURITY	YES	YES	YES	YES	YES	
ADDENDA REC'D.	1,2,3 ONLY	1,2,3,4	1,2,3,4	1,2,3,4	1,2,3,4	
BASE BID	\$165,000.00	NONE	\$222,095.00	\$488,000.00	NONE	
COMBINED BASE BID LAKEAIRES & WILLOW LANE	\$340,000.00	\$462,000.00	\$482,800.00	NONE	NONE	
COMBINED BASE BID BD 21 & 22 FOR LAKEAIRES & WILLOW LANE	NONE	NONE	NONE	NONE	\$1,089,000.00	
Unit Price 1 - Item 1 - Section 310000	ADD: \$14.00/CY	\$12.80/CY	N/A	N/A	N/A	
Unit Price 1 - Item 2 - Section 310000	ADD: \$26.00/CY	\$24.38/CY	N/A	N/A	N/A	
Unit Price 1 - Item 3 - Section 310000	ADD: \$14.00/CY	\$16.68/CY	N/A	N/A	N/A	

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON® CONSTRUCTION COMPANY

Bid Division 22: Asphalt Paving Package

[illegible]

BID TABULATIONS
November 5, 2013 @ 2:00 pm

OWNER'S ADM REPRESENTATIVE: KRAUS-ANDERSON, CONSTRUCTION COMPANY

Bid Division 23: Gym Equipment Package

[illegible]

AGENDA ITEM: Award of Bids – Willow Lane Elementary School Addition

MEETING DATE: November 11, 2013

SUGGESTED DISPOSITION: Operational Item

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

Bids were opened for the Willow Lane Elementary School Addition on November 5, 2013. The recommendations made by our construction management firm, Kraus-Anderson Construction Company are included. The total award recommended is \$3,027,985.

This is a project to add a gymnasium and performing arts space as well as relocate the administrative space to create a secure entrance. Parking and bus drop off issues will also be addressed.

Bidders were allowed to submit single bids or combined bids to incorporate both projects. Many of the bid awards recommended by Kraus-Anderson Construction Company are for combined bids since these generated the lowest cost for the projects. The complete set of 52 pages of bid tabulations is included with the Lakeaires Elementary agenda item.

The bid award recommendations are coming in below anticipated budget amounts and, at this time, the revised overall budget for the project is over \$300,000 less than originally estimated.

Funding for the project will include monies provided by Well Fargo, which will be repaid through revenue generated by previously approved lease levy authority, proceeds from the alternative facilities program and capital fund revenue.

Recommendation:

It is recommended that the Board approve the bid recommendations as submitted by Kraus-Anderson Construction Company totaling \$3,027,985.

November 6, 2013

Mr. Peter Willcoxon, Sr.
Independent School District 624
4855 Bloom Avenue
White Bear Lake, MN 55110

Re: 2013 Gymnasium/Classrooms/Office Addition Projects
Lakeaires Elementary School and Willow Lane Elementary School
White Bear Lake, MN

Dear Mr. Willcoxon Sr:

This letter is concerning the contract award for the above referenced projects that was bid on November 5, 2013.

Listed below are the lowest responsible bidders and the bid amount for the bid division. Combination bids were received on many Bid Divisions. The attached Bid Analysis notes how these combination bids relate to each individual building. We recommend contracts be awarded for the following:

BID DIVISION 01 – Both Buildings - Concrete & Masonry Package – K. Johnson Construction Inc. – combined base bid \$893,260.00 – total contract amount - \$893,260.00.

BID DIVISION 02 & 03 – Both Buildings - Precast Hollow Core Plank Package & Precast Architectural Concrete Package – Wells Concrete –combined base bid - \$620,900.00 - total contract amount - \$620,900.00.

BID DIVISION 04 – Both Buildings - Steel Package Material Only – Thurnbeck Steel Fabrication, Inc. – combined base bid - \$271,000.00 – total contract amount - \$271,000.00.

BID DIVISION 05 – Both Buildings - Steel Installation Package – Industrial Construction Specialist, LLC – combined base bid - \$115,400.00 – total contract amount - \$115,400.00.

BID DIVISION 06 - Lakeaires – General Construction Package – Kellington Construction, Inc. – base bid - \$292,800.00 – total contract amount - \$292,800.00.

BID DIVISION 06 – Willow Lane – General Construction Package – Parkos Construction Company – base bid - \$298,600.00 – total contract amount - \$298,600.00.

BID DIVISION 07 – Both Buildings - Roofing/Metal Wall Panel Package – Central Roofing Company – combined base bid - \$372,490.00 – total contract amount - \$372,490.00.

BID DIVISION 08 – Both Buildings - Joint Sealants Package – Right-Way Caulking Inc. – combined base bid - \$28,300.00 – total contract amount - \$28,300.00.

BID DIVISION 09 – Lakeaires - Doors, Frames and Hardware – Material Only – Glewwe Doors, Inc. – base bid - \$21,300.00 – total contract amount - \$21,300.00.

BID DIVISION 09 – Willow Lane - Doors, Frames and Hardware – Material Only – Glewwe Doors, Inc. – base bid - \$21,300.00 – total contract amount - \$21,300.00.

BID DIVISION 10 – Both Buildings - Aluminum & Glazing Package – National Window Associates, Inc. – combined base bid - \$349,706.00 – total contract amount - \$349,706.00.

BID DIVISION 11 & 14 – Both Buildings - Tile Package & Epoxy Terrazzo Package – WTG Terrazzo & Tile, Inc. – combined base bid - \$135,000.00 – total contract amount - \$135,000.00.

BID DIVISION 12 – Both Buildings - Acoustical Ceiling Package – Twin City Acoustics, Inc. – combined base bid - \$37,950.00 – total contract amount - \$37,950.00.

BID DIVISION 13 – Lakeaires - Flooring Package - Grazzini Brothers & Company – base bid - \$16,980.00 – total contract amount - \$16,980.00.

BID DIVISION 13 – Willow Lane - Flooring Package – Floors by Beckers, Inc. – base bid - \$25,600.00 – total contract amount - \$25,600.00.

BID DIVISION 15 – Both Buildings - Wood Flooring Package – Jwood Sports Flooring – combined base bid - \$101,000.00 - total contract amount - \$101,000.00.

BID DIVISION 16 - Lakeaires – Painting Package – Steinbrecher Painting, Inc. – base bid - \$37,200.00 - total contract amount - \$37,200.00.

BID DIVISION 16 – Willow Lane – Painting Package – Steinbrecher Painting, Inc. – base bid - \$37,300.00 - total contract amount - \$37,300.00.

BID DIVISION 17 – Both Buildings - Casework/Solid Surface Package – Lance Service, Inc. – combined base bid - \$89,820.00 – total contract amount - \$89,820.00.

BID DIVISION 18 – Both Buildings - Fire Suppression Package – Brothers Fire Protection – combined base bid - \$66,000.00 – total contract amount - \$66,000.00.

BID DIVISION 19 – Both Buildings - Mechanical Package – Thelen Heating & Roofing, Inc. – combined base bid - \$1,024,000.00 – total contract amount - \$1,024,000.00.

BID DIVISION 20 – Lakeaires - Electrical Package – Vinco, Inc. – base bid - \$350,000.00 – total contract amount - \$350,000.00.

BID DIVISION 20 – Willow Lane - Electrical Package – Vinco, Inc. – base bid - \$345,500.00 – total contract amount - \$345,500.00.

BID DIVISION 21 – Both Buildings - Earthwork, Paving, Seeding Package – Urban Companies LLC – combined base bid - \$340,000.00 – total contract amount - \$340,000.00.

BID DIVISION 22 – Lakeaires - Asphalt Paving Package – T. A. Schifsky & Sons Inc. – base bid - \$122,000.00 – total contract amount - \$122,000.00.

BID DIVISION 22 – Willow Lane - Asphalt Paving Package – T. A. Schifsky & Sons Inc. – base bid - \$169,000.00 – total contract amount - \$169,000.00.

BID DIVISION 23 – Lakeaires - Gym Equipment Package – H&B Specialized Products, Inc. – base bid - \$35,305.00 – total contract amount - \$35,305.00.

BID DIVISION 23 – Willow Lane - Gym Equipment Package – H&B Specialized Products, Inc. – base bid - \$35,900.00 – total contract amount - \$35,900.00.

The total contract amounts awarded for both Projects is \$6,253,611.00, which is within the Project Budgets.

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

Very truly yours,

KRAUS-ANDERSON® CONSTRUCTION COMPANY



Brian L. Hook
Senior Project Manager

BLH:rh
Enclosures

c: Phillip Fisher, ISD 624
Kevin Holm, LHB, Inc.
Tim Rabbitts, Hallberg, Inc.

Willow

DIV #	DESCRIPTION	LOW BIDDER	LOW BASE BID	# OF BIDS
1	Concrete and Masonry	K Johnson	443,961.00	7
2	Precast Hollow Core Plank	Wells Concrete Products	232,950.00	3
3	Precast Wall Panels	Included in Wells' #2		2
4	Steel Material	Thurnbeck Steel	125,500.00	2
5	Steel Installation	ICS	57,700.00	3
6	General Construction Package	Parkos Construction	298,600.00	6
7	Roofing/Metal Panel Package	Central Roofing	186,245.00	6
8	Joint Sealants	Right Way Caulking	14,150.00	3
9	Doors/Frames/Hardware	Glewwe Doors	21,300.00	3
10	Aluminum and Glazing	National Window	145,629.00	1
11	Tile	WTG	62,400.00	3
12	Acoustic Panels/Ceilings	Twin City Acoustics	21,840.00	2
13	Flooring	Floors By Becker	25,600.00	4
14	Epoxy Terrazzo	Included in WTG #11		3
15	Wood Flooring	J Wood	50,500.00	4
16	Painting	Steinbrecher Painting	37,300.00	3
17	Casework	Lance Service	44,910.00	3
18	Fire Suppression	Brothers Fire Protection	33,000.00	4
19	Mechanical	Thelen	521,000.00	12
20	Electrical	Vinco	345,500.00	9
21	Earthwork/Landscaping	Urban	155,000.00	5
22	Asphalt Paving	TA Tchifsky	169,000.00	1
23	Athletic Equipment	H&B	35,900.00	3
	Bid Day Subtotal		3,027,985.00	92
	Owner Supplied Items:			
	Trash Enclosure	Allowance	40,000.00	
	TOTALS		3,067,985.00	

Lake Aires

DIV #	DESCRIPTION	LOW BIDDER	LOW BASE BID	# OF BIDS	WILLOW/LAKE AIRES Total
1	Concrete and Masonry	K Johnson	449,299.00	8	893,260.00
2	Precast Hollow Core Plank	Wells Concrete Products	387,950.00	3	620,900.00
3	Precast Wall Panels	Included in Wells' #2		2	-
4	Steel Material	Thurnbeck Steel	145,500.00	2	271,000.00
5	Steel Installation	ICS	57,700.00	3	115,400.00
6	General Construction Package	Kellington	292,800.00	6	591,400.00
7	Roofing/Metal Panel Package	Central Roofing	186,245.00	6	372,490.00
8	Joint Sealants	Right Way Caulking	14,150.00	3	28,300.00
9	Doors/Frames/Hardware	Glewwe Doors	21,300.00	3	42,600.00
10	Aluminum and Glazing	National Window	204,077.00	1	349,706.00
11	Tile	WTG	72,600.00	3	135,000.00
12	Acoustic Panels/Ceilings	Twin City Acoustics	16,110.00	2	37,950.00
13	Flooring	Grazzinni	16,980.00	4	42,580.00
14	Epoxy Terrazzo	Included in WTG #11		3	-
15	Wood Flooring	J Wood	50,500.00	4	101,000.00
16	Painting	Steinbrecher Painting	37,200.00	3	74,500.00
17	Casework	Lance Service	44,910.00	3	89,820.00
18	Fire Suppression	Brothers Fire Protection	33,000.00	4	66,000.00
19	Mechanical	Thelen	503,000.00	12	1,024,000.00
20	Electrical	Vinco	350,000.00	9	695,500.00
21	Earthwork/Landscaping	Urban	185,000.00	5	340,000.00
22	Asphalt Paving	TA Tchifsky	122,000.00	1	291,000.00
23	Athletic Equipment	H&B	35,305.00	3	71,205.00
	Bid Day Subtotal		3,225,626.00	93	6,253,611.00
	Owner Supplied Items:				
	Trash Enclosure	Allowance	75,000.00		115,000.00
	TOTALS		3,300,626.00		6,368,611.00

AGENDA ITEM: Tentative Agreement – 2013-15 Contract
White Bear Lake Nutrition Services Association

MEETING DATE: November 11, 2013

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Christina Picha, Director of Human Resources
Peter Willcoxon, Sr., Executive Director of Business Services

BACKGROUND:

The District has reached a tentative agreement with the White Bear Lake Nutrition Services Association representing approximately 75 full-time and part-time licensed personnel. The unit ratified the tentative agreement on October 28, 2013.

The Board has received in its previous correspondence a summary sheet of the proposed salary/benefits and language changes.

Christina Picha and Peter Willcoxon will be available to answer questions.

RECOMMENDATION:

Approve the proposed 2013-2015 Master Agreement with the White Bear Lake Nutrition Services Association by passing the following resolution.

RESOLUTION:

WHEREAS, the parties have reached a tentative agreement on the 13-15 Contract;

WHEREAS, the Association has ratified the Contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2013-2015 Agreement and authorizes the Chair and Clerk to execute the Agreement on behalf of the School Board.

AGENDA ITEM: **School Board Policy 203.5, School Board Meeting Agenda**

MEETING DATE: **October 14, 2013**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 203.5, School Board Meeting Agenda, was reviewed by the School Board Policy Committee, had a first reading in October and is recommended for action. The changes recommended are consistent with those recommended by MSBA.

The purpose of this policy is to provide procedures for the preparation of the school board meeting agenda to ensure that the school board can accomplish its business as efficiently and expeditiously as possible.

RECOMMENDATION:

The School Board approve School Board Policy 203.5, School Board Meeting Agenda, as recommended.

Adopted: January 24, 2000
Revised: November 8, 2004
Revised: March 9, 2009
Revised: November 8, 2010
Revised:

White Bear Lake Area School Board Policy 203.5

203.5 SCHOOL BOARD MEETING AGENDA

I. PURPOSE

The purpose of this policy is to provide procedures for the preparation of the school board meeting agenda to ensure that the school board can accomplish its business as efficiently and expeditiously as possible.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board that school board meetings shall be conducted in a manner **that allows** ~~to allow~~ the school board to accomplish its business while allowing reasoned debate and discussion ~~of each matter to be acted upon~~ **of agenda items**.

III. PROCEDURES

- A. While all school board members may provide input, it shall be the responsibility of the school board chair and superintendent to develop, prepare, and arrange the order of ~~items~~ ~~for the~~ tentative school board meeting agenda for each school board meeting.
- B. Persons wishing to place an item on the agenda must make a request to the school board chair or superintendent in a timely manner. The person making the request is encouraged to state the person's name, address, purpose of the item, action desired and pertinent background information. The chair and superintendent shall determine whether to place the matter on the tentative agenda.
- C. The tentative agenda and supporting documents shall be sent to the school board members **at least** 3 days prior to the scheduled school board meeting.
- D. **Except for added agenda items addressed in III.B. above,** items may only be added to the agenda by a motion adopted at the meeting. If an added item is acted upon, the minutes of the school board meeting shall include a description of the ~~matter~~ **item**.
- E. At least one copy of any printed materials, **including electronic communications,** relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and: (i) distributed at the meeting to all members of the governing body; (ii) distributed before the meeting to all members; or (iii) available in the meeting room to all members shall be available in the meeting room for inspection by the public while the school board considers the ~~if~~ subject matter. This does not apply to materials classified by law as other than public or to materials relating to the agenda items of a closed meeting.

Legal References: Minn. Stat. 13D.01, Subd. 6 (Open Meeting Law)
Minn. Stat. 123B.09, Subd. 7 (School Board Powers)
Dept. of Admin. Advisory Op. No. 10-013 (April 29, 2010)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)

Cross Reference: WBLASB Policy 203 (Operation of the School Board - Governing Rules)
WBLASB Policy 203.2 (Order of the Regular School Board Meeting)

WBLASB Policy 203.6 (Consent Agenda)
WBLASB Policy 204 (School Board Meeting Minutes)
WBLASB Policy 207 (Public Hearings)

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

MEETING DATE: **November 11, 2013**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 205, Open Meetings and Closed Meetings Policy, was reviewed by the School Board Policy Committee, had a first reading in October, and is recommended for action. The changes recommended are consistent with those recommended by MSBA.

The purpose of this policy is to:

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

RECOMMENDATION:

The School Board approve School Board Policy 205, Open Meetings and Closed Meetings Policy, as recommended.

Adopted: November 13, 1995

Revised: August 25, 2003

Revised: May 9, 2005

Revised: December 14, 2009

White Bear Lake Area School Board Policy 205

Revised: November 8, 2010

Revised: December 10, 2012

205 OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. DEFINITION

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

IV. PROCEDURES

A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the school board shall be kept on file at ~~it's~~ **the district's** primary offices. If the school board decides to hold a regular meeting at a time or place different from the time or place

stated in its schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

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

3. Emergency Meetings

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

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

4. Recessed or Continued Meetings

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

5. Closed Meetings

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

6. Actual Notice

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

7. Health Pandemic or Declared Emergency

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

B. Votes

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

C. Written Materials

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

D. Data

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

E. Closed Meetings

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

~~contracts are signed by the school board for the current contract period~~ in accord with state law.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation sessions, and hearings between the school board and its employees or their respective representatives are public meetings except when closed by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods are prohibited in mediation meetings closed by the BMS.

3. Preliminary Consideration of Charges

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

4. Performance Evaluations

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

5. Attorney-Client Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, i.e., regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must

specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

6. Dismissal Hearing

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

7. Coaches; Opportunity to Respond

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

8. Meetings to Discuss Certain Not Public Data

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

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

9. Purchase and Sale of Property

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

an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data

10. Security Matters

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

11. Other Meetings

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

F. Procedures for Closing a Meeting

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

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)
Minn. Rules ~~CH~~. **Part 5510.2810** (Bureau of Mediation Services)
Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)

Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)
The Free Press v. County of Blue Earth, 677 N.W. 2d 471 (Minn. App. 2004)
Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)
Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993).
Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988).
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983).
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)
 Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
 Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
 Dept. of Admin. Advisory Op. No. 09-00 (September 8, 2009)
 Dept. of Admin. Advisory Op. No.08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)
 Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

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

AGENDA ITEM: Accept Ryan Family Fund Elementary Art Grants
from the White Bear Lake Area Educational
Foundation

MEETING DATE: November 11, 2013

SUGGESTED DISPOSITION: Operational Item

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

BACKGROUND:

The White Bear Lake Area Foundation has forwarded four Ryan Family Fund Elementary Art Grants to the superintendent, with a request that these grants be formally accepted by the School District.

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

RECOMMENDATION:

Accept the Ryan Family Fund Elementary Art Grants as shown in the attached materials in the total amount of \$2,000.

Date: October 8, 2013

To: WBLAEF Board

From: Connie Dickson
Ryan Family Fund Elementary Art Grant Committee Chair

Subject: Grant Recommendation

The Grant Advisory Committee for the 2013 round of grants consisted of:

Connie Dickson
Judy Ryan
Dudley & Marti Ryan

The committee received 5 proposals and recommends the following for funding:

Project Title	Project	Amount
Self-Portrait Tile Project" Greg Helm & Paula Perron- 5 th Grade @ Birch Lake Elementary	This is an artist-in-residence who will help the children learn about different artists and how they can draw a portrait of themselves on their own. They will see how everyone's features are different. The portraits they have drawn will be sent in to a company, placed on a special tile, and sent back to the school. The artist will then mount all the tiles on a class board with a frame to display it in the school. Total cost is \$1300 with additional funds covered out of the building funds.	\$500.00
"MN Center for Book Arts" Tammy Reed, Tracy Gripentrog & Deb Bleymeyer-3 rd Grade @ Willow Lane Elementary	This project will enrich the student's art curriculum by extending the understanding and knowledge of bookmaking. It will motivate the students to create their own books and incorporate writing for enjoyment. Each classroom (3) would receive one 60-90 minute session with bookmaking specialists. They would construct a book during this period. Depending on cost it might allow 2 sessions. Anything over the \$500-we will ask the PTO to cover.	\$500.00
"Painted Reflection Journals" Julie Stonehouse- 5 th Grade @ Matoska International	This project allows students to create visual metaphors for their understanding. An open-ended use of a variety of art materials will help students to connect, reflect on, and integrate current learning. In the classroom (1 to 2 times a month) the students will have 30 minutes to create a learning lesson into a concept in their sketchbook-then the students will walk around and look at everyone's creations and then they will discuss as a group. This will promote creativity, communication skills, and a deepening of conceptual understandings.	\$500.00
"Full Steam Ahead" LuAnne Oklobzija-3 rd Grade @ Otter Lake Elementary This will cover Grades K-5	This project combines technology and the arts. They are searching for ways to include the arts in STEM (science, technology, engineering and math). The money would be used to purchase art apps and supplies. Schools receive ½ price discount and this would enable them to provide art apps for all the IPADS at Otter Lake Elementary. They currently have 45 IPADS.	\$500.00

TOTAL

\$2000.00

AGENDA ITEM: Tentative Agreement – 2013-15 Contract
White Bear Lake Principals’ Association

MEETING DATE: November 11, 2013

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Christina Picha, Director of Human Resources
Peter Willcoxon, Executive Director of Business Services

BACKGROUND:

The District has reached a tentative agreement with the White Bear Lake Principals’ Association representing approximately 20 full-time and part-time licensed personnel. The unit ratified the tentative agreement on November 6, 2013.

The Board has received in its previous correspondence a summary sheet of the proposed salary/benefits and language changes.

Christina Picha and Peter Willcoxon will be available to answer questions.

RECOMMENDATION:

Approve the proposed 2013-2015 Master Agreement with the White Bear Lake Principals’ Association by passing the following resolution.

RESOLUTION:

WHEREAS, the parties have reached a tentative agreement on the 13-15 Contract;

WHEREAS, the Association has ratified the Contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2013-2015 Agreement and authorizes the Chair and Clerk to execute the Agreement on behalf of the School Board.