

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

April 9, 2012

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.

Approved by White Bear Lake Area School Board on June 13, 2011.

**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: April 1, 2012

A Student Recognition will be held on Monday, April 9, 2012, at 6:20 p.m. in the Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A meeting of the White Bear Lake Area School Board will be held on **Monday, April 9, 2012** at 7:00 p.m. in Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

AGENDA

A. PROCEDURAL ITEMS

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

B. PUBLIC FORUM

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

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

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

C. INFORMATION ITEMS

1. Middle School Update
2. Superintendent's Report

D. DISCUSSION ITEMS

1. First Reading of School Board Policy 624, Online Learning Options
2. First Reading of School Board Policy 712, Video Surveillance Other Than on Buses

E. OPERATIONAL ITEMS

1. Action on Elementary World Language Recommendation
2. Action on Secondary Guidance and Counseling Recommendation
3. Action on 2012-13 Budget Adjustments
4. Action on Probationary Teacher Non-Renewals
5. Action on Award of Bids – Sunrise Park Restrooms
6. Action on Approval of Transportation Oversight Agreement with The Center for Efficient School Operations
7. Action on Glasrud Grants from the White Bear Area Educational Foundation
8. Second Reading of School Board Policy 406, Public and Private Personnel Data
9. Second Reading of School Board Policy 496, Faculty and Staff Dress and Appearance
10. Second Reading of School Board Policy 532, Use of Peace Officers and Crisis Team to Remove Students from School Grounds
11. Second Reading of School Board Policy 619, Staff Development for Standards
12. Second Reading of School Board Policy 903, Visitors to School District Buildings and Sites
13. Action on Tentative Agreement – 2011-2013 Contract School Service Employees SEIU Local 284, Secretarial and Clerical
14. Action on Tentative Agreement – 2011-2013 Contract International Union of Operating Engineers Local 70, Bus Drivers/Bus Aides
15. Action on Tentative Agreement – 2011-2013 Contract White Bear Lake Administrative Association

16. Action on Tentative Agreement – 2011-2013 Contract White Bear Lake Principals' Association
17. Action on Tentative Agreement – 2011-2013 Contract Superintendent's Cabinet
18. Action on Proposed 2011-2013 Salary Rates for At-Will Employees

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **April 9, 2012**
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: April 9, 2012
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.

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

A meeting of the White Bear Lake Area School Board was held on Monday, March 12, 2012 at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEM

- 1 Chair Swanson called the meeting to order at 7:03 p.m.
2. Roll Call- Present: *Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg*
Ex-Officio: Lovett
Cabinet: Present – Daniels, Guenther, Law, Vette, Willcoxon
3. Pledge of Allegiance
4. Newberg moved, Hiniker seconded to approve the agenda as presented. *Voice vote: all ayes. Motion carried.*
5. Storey moved, Shevik seconded to approve the consent agenda consisting of:
 - approval of minutes of regular meeting on February 13, 2012 and work-study session on February 27, 2012;
 - 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 – Classified Staff
 - Deanna Foty – Computer/Playground Assistant, Hugo Elementary, employed by District 624 since 08/31/2011, effective date: 02/24/2012
 - Linda Murphy – Nurse Paraprofessional, Transition Plus, employed by District 624 since 09/08/2009, effective date: 02/01/2012
 - Resignations - Certified Staff
 - Amy Rova-Duffy – LTS/Title 1 Teacher (Math Intervention), Vadnais Elementary, employed by District 624 since 12/12/2012, effective date: 03/09/2012
 - Sara Sahlberg – Elementary Classroom Teacher, On Leave, employed by District 624 since 08/26/2004, effective date: 06/08/2012
 - Retirement - Certified Staff
 - Kathleen Manke – Elementary Classroom Teacher, Willow Lane Elementary, employed by District 624 since 08/24/1998, effective date: 06/08/2012
 - Change In Continuing Contract - Certified Staff
 - Sara Bromeland – SPED Teacher, Willow Lane Elementary, from .60 f.t.e. to a .80 f.t.e., effective date: 02/13/2012 through 06/08/2012
 - Leave Of Absences - Classified Staff

- Philip Mitchell – Mechanic, Bus Garage, employed by District 624 since 07/20/2005, effective dates: 09/01/2011 through 02/10/2012
- Tira Smith – Pupil Support Assistant, Birch Lake Elementary, employed by District 624 since 03/17/2003, effective dates: 01/09/2012 through 03/07/2012
- Leave Of Absence - Certified Staff
 - Samantha Meyer – Psychologist, Lincoln Elementary, employed by District 624 since 08/21/2003, effective dates: 02/15/2012 through 06/08/2012
- Full-Time Leave Requests - Certified Staff 2012-2013
 - Edward Anderson – German Teacher, Secondary, First Year General Leave Request, effective date: 2012-2013 School Year
 - Marina Borowy – Spanish Teacher, Secondary, Second Year General Leave Request, effective date: 2012-2013 School Year
 - Deborah Butters – Physical Education Teacher, Secondary, Third Year Extended Leave Request, effective date: 2012-2013 School Year
 - Abigail Fehr – Elementary Classroom Teacher, First Year General Leave Request, effective date: 2012-2013 School Year
 - Gregory Fry – Mathematics Teacher, Secondary, Second Year General Leave Request, effective date: 2012-2013 School Year
 - Julie Hopkins – Mathematics Teacher, Secondary, First Year General Leave Request, effective date: 2012-2013 School Year
 - David Lamwers – Grade 6 Teacher, Secondary, Second Year General Leave Request, effective date: 2012-2013 School Year
 - Lindsay Lamwers – Science Teacher, Secondary, Second Year General Leave Request, effective date: 2012-2013 School Year
 - Carolyn Lounsberry – Communications Teacher, Secondary, Second Year General Leave Request, effective date: 2012-2013 School Year
 - Scott Manni – Mathematics Teacher, Secondary, Second Year General Leave Request, effective date: 2012-2013 School Year
 - Andrew Martinson – Mathematics Teacher, Secondary, First Year General Leave Request, effective date: 2012-2013 School Year
 - Cynthia Mattson – SPED Teacher, Secondary, First Year General Leave Request, effective date: 2012-2013 School Year
 - Laura Meyer – Communications Teacher, Secondary, First Year General Leave Request, effective date: 2012-2013 School Year
 - Roger Seeling – SPED Teacher, Secondary, Second Year General Leave Request, effective date: 2012-2013 School Year
 - Beth Solensky – Elementary Classroom Teacher, First Year General Leave Request, effective date: 2012-2013 School Year
 - Kari Thalhuber – Health Teacher, Secondary, Second Year General Leave Request, effective date: 2012-2013 School Year
- New Personnel - Classified Staff
 - Deedra Angellis – Part-Time Cook, North Campus, \$12.83/ hr. 3.25 hrs./day 72 days \$3,002.22, effective date: 02/17/2012
 - Emy Harrington – Part-Time Cook, Hugo Elementary, \$12.83/ hr. 2.50 hrs./day 66 days \$2,116.95, effective date: 02/27/2012

- Mariana Majil – ELL Assistant, Lakeaires Elementary, \$15.45/ hr. 4.00 hrs./day 59 days, \$3,646.20, effective date: 02/13/2012
- New Personnel - Classified Staff
 - Melissa Plouff – Part-Time Cook, Central Middle School, \$12.83/ hr. 2.50 hrs./day 64 days, \$2,052.80, effective date: 02/29/2012
- New Personnel - Certified Staff 2012-2013
 - Renee Holt – SPED Teacher, Central Middle School, BA+15, Step 3 \$40,057.00, effective date: 2012-2013 School Year
- Long Term Substitute - Certified Staff
 - Davie Reinhardt – FACS Teacher, North Campus, BA, Step 1 \$11,656.62 effective date: 03/08/2012

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

B. PUBLIC FORUM – Dr. Mike McKenzie, president of the White Bear Lake Teacher’s Association, spoke to concerns with Policy 496, Faculty and Staff Dress and Appearance.

C. INFORMATION ITEMS

1. Overview of High School Innovative Programs – Tim Wald, principal at South Campus, and Don Bosch, principal at North Campus provided an overview of three programs:
 - Project Lead the Way’s Biotechnical Engineering. Rita Leonard, teacher at South Campus, and Rebecca Carlson, teacher at North Campus, provided additional detail along with testimony from students,
 - Achievement via Individual Determination (AVID). Rochelle Michel, teacher at North Campus, provided additional detail along with testimony from students,
 - and our new Aviation program. Peter Pitman, teacher at South Campus, provided additional detail along with testimony from students.
2. Superintendent’s Report – Dr. Lovett presented on the following:
 - Upcoming productions of the White Bear Lake Area High School (WBLAHS) Theater Department include the Spring Play, The Government Inspector, which will take place the end of March at the North Campus Theater. Tickets are available at the door and at www.wbltheater.com. The Middle School Musical, Guys and Dolls, takes place in April at the District Center Auditorium. Tickets are available at The Nest in downtown White Bear Lake.
 - Mary Dahle, WBLAHS Spanish teacher and Student Council Advisor, was recently named Minnesota High School Student Council Adviser of the Year. Matt Danielson, WBLAHS math teacher and 2012 White Bear Lake Area Teacher of the Year was named a semifinalist for the Minnesota Teacher of the Year.
 - White Bear Lake Area Schools (WBLAS) is currently hosting a survey to gather input from parents and community members regarding our Elementary World Language Program. A link is available on the District website.
 - Willow Lane Elementary School fifth grade students recently “took over” Donatelli’s Restaurant as they interviewed and served in all roles during lunch. They were honored to serve Governor Dayton who stopped by to meet with them. The students

will serve lunch again on March 13 and March 27. Please contact Willow Lane for more information.

- WBLAHS was represented by many outstanding musicians at this year's Region 4AA Instrumental Solo/Ensemble Music Contest held last month. Ninety-eight students participated with fifteen playing multiple pieces. WBLAHS receive 49 awards of Excellent, 65 awards of Superior and one Best at Site. Congratulations to all!
- The White Bear Lake Area School District Annual Report to the Community was mailed today. This piece covers student achievement, school climate, student awards, technology, finance, a District profile, the School Board and partnerships. This report is also available on-line.
- Before tonight's School Board meeting, the following groups of students and their coaches/mentors and families were recognized for participating in state-level competitions:
 - One Act Play
 - Boy's Dive Team
 - Gymnastics
 - Alpine Skiing
 - Wrestling Team

Additional state level competitions are underway.

Michelle York, Student Board Representative, reported on the following:

- South Campus celebrated "spread the word to end the word day" for the Special Olympics program.
- Battle of the Bands is March 27 at South Campus.
- Congratulations to the girl's basketball team for winning their section final and moving on to state. The game is at 4 p.m. on March 14 at Target Center.
- Congratulations to the Symphonic band for earning an excellent and to the Wind Ensemble band for earning a superior at contest last week.
- Spring Break is coming up the week of March 19-23.

Additional information on the above is available on the District website: www.isd624.org.

D. DISCUSSION ITEMS

1. First Reading of School Board Policy 406, Public and Private Personnel Data, has been reviewed by the School Board Policy Committee. This policy will be placed on the April 9 or subsequent meeting agenda as an operational item for action.
2. First Reading of School Board Policy 496, Faculty and Staff Dress and Appearance, has been reviewed by the School Board Policy Committee. This policy will be placed on the April 9 or subsequent meeting agenda as an operational item for action.
3. First Reading of School Board Policy 532, Use of Peace Officers and Crisis Team to Remove Students with IEPs from School Grounds, has been reviewed by the School Board Policy Committee and changes recommended are consistent with those recommended by MSBA. This policy will be placed on the April 9 or subsequent meeting agenda as an operational item for action.
4. First Reading of School Board Policy 619, Staff Development for Standards, has been reviewed by the School Board Policy Committee and changes recommended are consistent

with those recommended by MSBA. This policy will be placed on the April 9 or subsequent meeting agenda as an operational item for action.

5. First Reading of School Board Policy 903, Visitors to School District Buildings and Sites, has been reviewed by the School Board Policy Committee and changes recommended are consistent with those recommended by MSBA. This policy will be placed on the April 9 or subsequent meeting agenda as an operational item for action.

E. OPERATIONAL ITEMS

1. Hiniker motioned and Chapman seconded to approve the International Baccalaureate application for candidacy for Central and Sunrise Park Middle Schools. ***Roll call vote: ayes: Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg; nays – none; Motion carried.***
2. Storey motioned and Kimball seconded to approve the bid award for North Campus Roof Replacement Project to McPhillips Bros. Roofing, the lowest responsible bidder, in the amount of \$241,000. ***Roll call vote: ayes: Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg; nays – none; Motion carried.***
3. Newberg motioned and Hiniker seconded to reject all bids for the Central Boiler Replacement. ***Roll call vote: ayes: Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg; nays – none; Motion carried.***
4. Chapman motioned and Shevik seconded to approve the bid recommendations as submitted by Hallberg Engineering to approve the award to General Sheet Metal Company in the amount of \$318,855. ***Roll call vote: ayes: Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg; nays – none; Motion carried.***
5. Hiniker motioned and Storey seconded to approve the fund transfer of \$388,000 from the General Fund to the Community Service Fund. ***Roll call vote: ayes: Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg; nays – none; Motion carried.***
6. Hiniker motioned and Kimball seconded to approve the write off of uncollectible NSF checks in the amount of \$3,200.01. ***Roll call vote: ayes: Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg; nays – none; Motion carried.***
7. Chapman motioned and Newberg seconded to approve the proposed 2011-2013 master agreement with the Confidential Secretaries. ***Roll call vote: ayes: Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg; nays – none; Motion carried.***
8. Newberg motioned and Storey seconded the approval of School Board Policy 614, School District Testing Plan and Procedure, as recommended. ***Roll call vote: ayes: Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg; nays – none; Motion carried.***
9. Newberg motioned and Storey seconded to approve School Board Policy 615, Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students, as recommended. ***Roll call vote: ayes: Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg; nays – none; Motion carried.***

10. Newberg motioned and Storey seconded to approve School Board Policy 616, School District System Accountability, as recommended. ***Roll call vote: ayes: Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg; nays – none; Motion carried.***
11. Kimball motioned and Newberg seconded to approve the 2012-13 Equity and Integration Revenue Plan for submission to the State Department of Education. ***Roll call vote: ayes: Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg; nays – none; Motion carried.***

F. BOARD FORUM – Board members reported on the following:

- Newberg reported that the South Campus Ambassadors had a very successful trip to Duluth where they worked at a nature center and toured two colleges. They received excellent reviews!
- Shevik advised that he was impressed with the innovation occurring at the high school level. He suggested that we should seek math/science accreditation and also free up electives to allow our students more opportunities.
- Kimball was pleased to have judged the Vadnais Heights Elementary School Art and Science Fair. He also thanked those staff members who are retiring for their service.
- Swanson was pleased to serve as a mentor for the Matoska International School IB Exhibition 5th grade project. Presentations will be this Thursday at Matoska.

G. ADJOURNMENT - Newberg moved and Kimball seconded to adjourn the meeting at 8:10 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, March 26, 2012 at 5:30 p.m. in Room 201 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call To Order – Swanson called the meeting to order at 5:33 p.m.
2. Roll Call – Present: Shevik, Storey, Swanson, Chapman, Hiniker, Kimball, Newberg

Ex-Officio: Lovett
Cabinet: Present – Daniels, Guenther, Picha, Vette, Willcoxon

B. DISCUSSION ITEMS

1. Update on Strategic Planning Goals
 - a. Goal IV.12 - The District will enhance communication, interaction, and collaboration through the use of a website – Marisa Vette, Director of Communications and Community Relations, provided an update on the new District website.
 - b. Goal 1.2 – All students will have an ongoing plan for post-secondary readiness that will be monitored from grades 6 through 12 and all students will have the academic skills to be successful in a post-secondary institution – Tim Wald, principal at South Campus, and school counselors Karen Benjamin-Beck (Area Learning Center), Janeen Kuemmel (Sunrise Park Middle School), Brian Merhar (North Campus), Karen Schmitz (Central Middle School) and Rochelle Vavricka (South Campus) presented information on the White Bear Area Schools Secondary School Counseling Program Review.
 - c. Goal II.1 - All students will expand their global perspective through the study of world language and culture at the elementary schools - Ann Malwitz, Professional Learning and Development Coordinator, provided an update on progress being made on this goal.
2. Update on School Board/Superintendent Goals
 - a. Goal 2: Ongoing Financial Stewardship and Budget Management – Pete Willcoxon, Executive Director of Business Services, provided an update on finances and considerations.
3. Negotiations Study Session – Chris Picha, Director of Human Resources, and Pete Willcoxon provided an update on negotiations.

- C. ADJOURNMENT** - Newberg motioned; Shevik seconded to adjourn the meeting at 8:30 p.m. **Voice vote: All ayes. Motion carried.**

Submitted by: Cathy Storey, Clerk

AGENDA ITEM: **Monthly Check Registers**
MEETING DATE: **April 9, 2012**
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 - March

	<u>3/15/2012</u>	<u>3/30/2012</u>
Direct Deposit 321653-323043	1,606,253.43	
U.S. Treasury (FICA, Medicare, withholding)	530,194.71	
MN State Income Tax	93,808.86	
PERA	87,450.93	
TRA	210,604.26	
ING	3,296.17	
White Bear Lake Teacher's Association	31,754.29	
 Direct Deposit 323044-324422		1,565,991.63
U.S. Treasury (FICA, Medicare, withholding)		521,623.86
MN State Income Tax		92,437.83
PERA		88,107.10
TRA		205,238.70
ING		3,296.17
White Bear Lake Teacher's Association		31,704.22

Check Nbr	Vendor Name	Check Date	Check Amount
28515	AARP DRIVER SAFETY PROGRAM	03/01/2012	154.00
28516	ABRAKADOODLE	03/01/2012	1,915.90
28517	ACCESS COMMUNICATIONS INC	03/01/2012	68,539.52
28518	ACCURATE LABEL DESIGNS	03/01/2012	78.95
28519	ACKERKNECHT, CATHY	03/01/2012	100.72
28520	ADDERLEY, DONALD	03/01/2012	55.00
28521	AMAZON	03/01/2012	559.34
28522	AMAZON	03/01/2012	619.19
28523	AMAZON	03/01/2012	1,188.05
28524	AMAZON	03/01/2012	245.93
28525	AMAZON	03/01/2012	1,111.13
28526	AMAZON	03/01/2012	2,541.85
28527	AMERICAN EDUC PRODUCTS	03/01/2012	47.90
28528	AMERICAN RED CROSS MN	03/01/2012	100.50
28529	ANDERSON, JON C	03/01/2012	436.20
28530	ANDERSON'S	03/01/2012	502.30
28531	ANKER, SUSAN K	03/01/2012	45.00
28532	APPLE COMPUTER INC	03/01/2012	2,599.95
28533	APPLIED ENVIRONMENTAL SCI INC	03/01/2012	7,906.14
28534	ARONSON, ANTHONY	03/01/2012	124.00
28535	ASSOC OF SCHOOL BUSINESS OFFIC	03/01/2012	199.00
28536	ASHLAND PRODUCTIONS INC	03/01/2012	5,750.00
28537	ASTLEFORD INTERNATIONAL TRUCKS	03/01/2012	9.49
28538	AT & T MOBILITY	03/01/2012	1,396.66
28539	BALDWIN COOKE	03/01/2012	434.15
28540	BANDY, TIM	03/01/2012	11.00
28541	BARKVE, KELLY	03/01/2012	510.00
28542	BARNETT WB CHRYSLER JEEP DODGE	03/01/2012	638.55
28543	BATTERIES PLUS	03/01/2012	15.98
28544	BAUDVILLE	03/01/2012	226.34
28545	BAUER-SCANDIN, PEGGY	03/01/2012	49.00
28546	BECK, SUEANN	03/01/2012	55.41
28547	BENJAMIN-BECK, KAREN	03/01/2012	236.90
28548	BESTPREP	03/01/2012	100.00
28549	BLOOM, WILLIAM J	03/01/2012	194.25
28550	BOGENHOLM, SHERRY J	03/01/2012	124.99
28551	BROCKBERG, JAMES	03/01/2012	35.00
28552	BROOKSHAW, SUE	03/01/2012	135.02
28553	BRUSKI, JERRILYN	03/01/2012	68.02
28554	THE BUG COMPANY	03/01/2012	16.00
28555	BUREAU OF EDUCATION & RESEARCH	03/01/2012	655.00
28556	BUTCHKO, MICHAEL	03/01/2012	105.00
28557	C-AIRE, INC	03/01/2012	27.00
28558	CARRILLO JR, CARLOS	03/01/2012	78.00
28559	CASEY, BRAD	03/01/2012	72.00
28560	CDW GOVERNMENT INC	03/01/2012	374.38
28561	CENTENNIAL MIDDLE SCHOOL	03/01/2012	427.00
28562	CENTER FOR AUTHENTIC	03/01/2012	1,500.00
28563	CHAMPIONS CHOICE	03/01/2012	1,673.60
28564	CHASKA HIGH SCHOOL	03/01/2012	187.00

Check Nbr	Vendor Name	Check Date	Check Amount
28565	THE CHILDREN'S THEATRE COMPANY	03/01/2012	180.00
28566	CHILDREN'S HEALTH MARKET INC	03/01/2012	2,365.55
28567	CHRISTENSEN, JOE	03/01/2012	23.26
28568	CITI-CARGO & STORAGE CO INC	03/01/2012	125.00
28569	CLARK ENGINEERING CORP	03/01/2012	10,093.75
28570	CLYNE, KRIS	03/01/2012	168.71
28571	CONSTRUCTION MANAGEMENT BUILDI	03/01/2012	14,650.00
28572	COMCAST	03/01/2012	73.36
28573	COMCAST	03/01/2012	46.74
28574	COMMERICAL KITCHEN SERVICES	03/01/2012	3,924.00
28575	COMMUNICATION MAILING SERVICES	03/01/2012	704.14
28576	COMPAS INC	03/01/2012	1,700.00
28577	CONNEY SAFETY	03/01/2012	120.48
28578	CONTINENTAL RESEARCH CORP	03/01/2012	1,559.02
28579	COOK, BEKI	03/01/2012	200.00
28580	COPY IMAGES INC	03/01/2012	406.99
28581	Vendor Continued Check	03/01/2012	0.00
28582	Vendor Continued Check	03/01/2012	0.00
28583	COPY IMAGES INC	03/01/2012	3,293.72
28584	COSTUME RENTALS	03/01/2012	684.02
28585	CTB INC	03/01/2012	1,800.00
28586	CUB FOODS OF WHITE BEAR TWSHP	03/01/2012	35.46
28587	CULLEN, CRAIG	03/01/2012	125.85
28588	CUSTOM REFRIGERATION	03/01/2012	3,278.18
28589	D'ENTREMONT, ELISE	03/01/2012	667.50
28590	DAHLEM, TERESA	03/01/2012	1,530.00
28591	Vendor Continued Check	03/01/2012	0.00
28592	Vendor Continued Check	03/01/2012	0.00
28593	DALCO CORPORATION	03/01/2012	11,102.79
28594	DALTON, JEANETTE M	03/01/2012	37.40
28595	DARTS VMS INC	03/01/2012	233.12
28596	DECKER, STEPHEN R	03/01/2012	100.00
28597	DEGARDNER, RICK	03/01/2012	55.00
28598	DELMEDICO, MOLLY SUSAN	03/01/2012	79.00
28599	DELONG, TODD	03/01/2012	13.00
28600	Vendor Continued Check	03/01/2012	0.00
28601	DELTA DENTAL PLAN OF MN	03/01/2012	63,079.40
28602	DEMCO INC	03/01/2012	79.92
28603	DENUCCI, KRISTINA E	03/01/2012	55.89
28604	DIABETES FOUNDATION	03/01/2012	120.00
28605	DISCOUNT SCHOOL SUPPLY	03/01/2012	75.61
28606	DOMINOS PIZZA	03/01/2012	19.74
28607	DOMINOS PIZZA	03/01/2012	209.99
28608	DON JOHNSTON INC	03/01/2012	3,928.82
28609	DONATELLI'S	03/01/2012	3,150.00
28610	DONATELLI'S	03/01/2012	2,190.00
28611	DONATELLI'S	03/01/2012	214.25
28612	DONATELLI'S	03/01/2012	236.34
28613	DOUGLAS, SANDRA L	03/01/2012	103.79
28614	EDEN PRAIRIE HIGH SCHOOL	03/01/2012	126.00

Check Nbr	Vendor Name	Check Date	Check Amount
28615	EDITORIAL PROJECTS IN EDUCATIO	03/01/2012	395.00
28616	EDUCATION TO GO	03/01/2012	498.00
28617	EESCO UNITED ELECTRIC	03/01/2012	201.00
28618	ELECTRONIC LEARNING PRODUCTS	03/01/2012	200.00
28619	ELEMATES	03/01/2012	378.00
28620	ELLINGSON, GREGG	03/01/2012	77.00
28621	EPA AUDIO VISUAL INC	03/01/2012	642.40
28622	F&N OPERATIONS LLC	03/01/2012	345.67
28623	FASTENAL COMPANY	03/01/2012	275.15
28624	FINK, AVIS	03/01/2012	170.74
28625	FISHER, PHILLIP E	03/01/2012	42.37
28626	FLAHERTY'S ARDEN BOWL	03/01/2012	882.75
28627	FOLLETT LIBRARY RESOURCES	03/01/2012	430.47
28628	FORESTELL, JOHN C	03/01/2012	42.46
28629	FOREST LAKE HIGH SCHOOL	03/01/2012	183.00
28630	FORTMAN, MARK	03/01/2012	30.00
28631	FOSTER, BRANDON	03/01/2012	105.00
28632	FRANCE	03/01/2012	24.95
28633	GALLAGHERS NORTHWESTERN TIRE C	03/01/2012	4,341.23
28634	GEFRE, DEB	03/01/2012	69.99
28635	GEMPLERS	03/01/2012	305.75
28636	GENERAL PARTS LLC	03/01/2012	551.02
28637	GOPHER	03/01/2012	666.72
28638	GOPHER STAGE LIGHTING	03/01/2012	149.40
28639	GRAFFIC TRAFFIC LLC	03/01/2012	1,474.62
28640	Vendor Continued Check	03/01/2012	0.00
28641	GRAINGER	03/01/2012	4,291.34
28642	GRANDMA'S BAKERY INC	03/01/2012	140.02
28643	GRATZ, MICHELLE C	03/01/2012	147.56
28644	GREATAMERICA LEASING CORP	03/01/2012	832.47
28645	GREEN ACRES RECREATION	03/01/2012	100.00
28646	GRIFFUS, TIANDRA	03/01/2012	32.77
28647	GROUP HEALTH INC - WORKSITE	03/01/2012	181.50
28648	HAGEMAN, JENNIFER M	03/01/2012	15.00
28649	HALDEMAN HOMME INC	03/01/2012	1,575.00
28650	HALLBERG ENGINEERING INC	03/01/2012	4,647.50
28651	HANSON, GORDY	03/01/2012	72.00
28652	HARRIS COMMUNICATIONS	03/01/2012	47.95
28653	HAUGLAND, DARIN	03/01/2012	72.00
28654	Vendor Continued Check	03/01/2012	0.00
28655	Vendor Continued Check	03/01/2012	0.00
28656	Vendor Continued Check	03/01/2012	0.00
28657	HEALTHPARTNERS	03/01/2012	982,412.15
28658	HEALY, JASON	03/01/2012	87.97
28659	HEALY, MIKE	03/01/2012	72.00
28660	HEATHER, BRIAN	03/01/2012	132.00
28661	HISDAHL INC	03/01/2012	101.50
28662	HOBART SERVICE	03/01/2012	639.85
28663	HOERNEMANN, WENDY	03/01/2012	65.04
28664	Vendor Continued Check	03/01/2012	0.00

Check Nbr	Vendor Name	Check Date	Check Amount
28665	Vendor Continued Check	03/01/2012	0.00
28666	HOGLUND BUS AND TRUCK CO	03/01/2012	2,138.26
28667	HORAZDOVSKY, LEILA	03/01/2012	305.84
28668	HSBC BUSINESS SOLUTIONS	03/01/2012	298.00
28669	HUBERT COMPANY	03/01/2012	84.26
28670	IGLESIAS, RAFAEL	03/01/2012	72.00
28671	IMAGINE DESIGN & CREATIVE	03/01/2012	2,850.00
28672	INNOVATIVE OFFICE SOLUTIONS	03/01/2012	9,554.16
28673	INNOVATIVE LEARNING CONCEPTS	03/01/2012	328.90
28674	INSTITUTE FOR MULTI SENSORY ED	03/01/2012	202.93
28675	INSTITUTE OF INTERNATIONAL EDU	03/01/2012	438.00
28676	INTERMEDIATE DISTRICT 287	03/01/2012	14,538.74
28677	IRGENS, LINDA S	03/01/2012	121.41
28678	J & R SCHOOL SUPPLIES	03/01/2012	215.50
28679	JIMMY JOHNS #869	03/01/2012	36.30
28680	JOHN DEERE LANDSCAPES	03/01/2012	370.00
28681	JOHNSON, BRIAN	03/01/2012	31.00
28682	JW PEPPER & SON INC	03/01/2012	132.89
28683	K PEARSON MECHANICAL LLC	03/01/2012	12,581.35
28684	K12 TRANSPORTATION MGMT SERVIC	03/01/2012	1,567.09
28685	KATH FUEL OIL SERVICE CO	03/01/2012	26,916.03
28686	KATHMAN, LUANN	03/01/2012	48.00
28687	KEARNEY YEE, CARRIE L	03/01/2012	244.00
28688	KELLEY, GARY	03/01/2012	107.00
28689	KIHSLINGER, JOHN	03/01/2012	77.00
28690	KING TRINA	03/01/2012	82.14
28691	KITTS, HARRY	03/01/2012	251.00
28692	KLEIN, JACKIE	03/01/2012	1,608.75
28693	KNUTSEN, ERIC	03/01/2012	105.00
28694	KNUTSON FLYNN & DEANS PA	03/01/2012	601.25
28695	KOWALSKIS MARKET	03/01/2012	716.24
28696	KRUEGER, LAURA	03/01/2012	116.50
28697	KUEMMEL, JANEEN	03/01/2012	40.17
28698	L'ALLIER CONCRETE INC	03/01/2012	1,670.00
28699	LAKES COUNTRY SERVICE COOP	03/01/2012	297.00
28700	LAWSON PRODUCTS INC	03/01/2012	54.65
28701	LEARNING FORWARD	03/01/2012	149.00
28702	LEE, CHARLOTTE L	03/01/2012	239.00
28703	LEFEVRE, SHIRLEY	03/01/2012	19.00
28704	LEIGH, ANNETTA K	03/01/2012	744.81
28705	LHB INC	03/01/2012	552.00
28706	LIBRARY STORE INC	03/01/2012	69.93
28707	LIGHTHOUSE MANAGEMENT GROUP	03/01/2012	6,617.00
28708	LILLEMOEN, JON	03/01/2012	124.00
28709	LIVEWIRE	03/01/2012	245.00
28710	LODERMEIER, EILEEN F	03/01/2012	34.99
28711	LOFFLER	03/01/2012	98.00
28712	LONETREE, KRISTEN	03/01/2012	6.00
28713	LOTITO-MEIER, VANESSA L	03/01/2012	74.22
28714	LYONS, CHRISTOPHER A	03/01/2012	188.82

Check Nbr	Vendor Name	Check Date	Check Amount
28715	Vendor Continued Check	03/01/2012	0.00
28716	Vendor Continued Check	03/01/2012	0.00
28717	Vendor Continued Check	03/01/2012	0.00
28718	MADISON NATIONAL LIFE	03/01/2012	54,938.49
28719	MAGNETIC POETRY	03/01/2012	62.70
28720	MAKE A WISH FOUNDATION	03/01/2012	120.00
28721	MANKE, ANNE	03/01/2012	40.00
28722	MARSH, KATHERINE M	03/01/2012	24.14
28723	MARTY, JENNA M	03/01/2012	50.04
28724	MARX, JEFFREY T	03/01/2012	60.00
28725	MASE	03/01/2012	100.00
28726	MATTSON, CYNTHIA	03/01/2012	24.99
28727	MCGRAW, TIM	03/01/2012	97.95
28728	MESA SAFE CO	03/01/2012	1,015.00
28729	METROPOLITAN PRINCIPALS ACADEM	03/01/2012	100.00
28730	MIDAMERICA ADMIN & RETIREMENT	03/01/2012	3,862.50
28731	MIDWEST HOME	03/01/2012	9.95
28732	MILLER, GERALD ANTHONY	03/01/2012	72.00
28733	Vendor Continued Check	03/01/2012	0.00
28734	MINVALCO INC	03/01/2012	2,836.31
28735	MITCHELL, PHILIP T	03/01/2012	192.00
28736	MN MONTHLY MAGAZINE	03/01/2012	14.95
28737	MODERN HEATING AND AIR CONDITI	03/01/2012	441.00
28738	MONDO PUBLISHING	03/01/2012	27.20
28739	MOON, CAROL	03/01/2012	38.00
28740	MOORE, CYNTHIA	03/01/2012	889.50
28741	MOORE, KATHERINE D	03/01/2012	91.94
28742	MORTENSEN, KIM	03/01/2012	172.99
28743	MULLER FAMILY THEATRES	03/01/2012	508.25
28744	MUSIC CONNECTION INC	03/01/2012	850.00
28745	NATL AFTERSCHOOL ASSOC	03/01/2012	385.00
28746	NARDINI FIRE EQUIPMENT CO INC	03/01/2012	245.60
28747	NASCO	03/01/2012	282.94
28748	NASSP CONVENTION	03/01/2012	85.00
28749	NASVIK, CRAIG S	03/01/2012	254.61
28750	NCPERS MINNESOTA	03/01/2012	480.00
28751	NCS PEARSON INC	03/01/2012	526.30
28752	NELSON, LEA	03/01/2012	14.00
28753	NEW VISION PRINTING	03/01/2012	425.97
28754	NEXTEL COMMUNICATIONS	03/01/2012	873.71
28755	Vendor Continued Check	03/01/2012	0.00
28756	NORTH CENTRAL TRUCK EQUIPMENT	03/01/2012	1,308.52
28757	NORTHEAST METRO INTERMEDIATE D	03/01/2012	1,134.75
28758	NORTHERN VOICES	03/01/2012	7,000.00
28759	NORTON, EMILY L	03/01/2012	163.06
28760	NOWAK, JEFFREY W	03/01/2012	3,175.68
28761	Vendor Continued Check	03/01/2012	0.00
28762	OFFICE DEPOT	03/01/2012	758.89
28763	OLD GEM LLC	03/01/2012	218.75
28764	OLIVE, JEANETTE	03/01/2012	11.00

Check Nbr	Vendor Name	Check Date	Check Amount
28765	OLSON, ALAN F	03/01/2012	150.00
28766	ONDREY, JOHN	03/01/2012	54.00
28767	ORIENTAL TRADING CO INC	03/01/2012	22.99
28768	ORIGINS	03/01/2012	695.00
28769	PASQUALINI, LISA M	03/01/2012	178.99
28770	PETERSON, WAYNE	03/01/2012	224.78
28771	PICHA, CHRISTINA K	03/01/2012	786.40
28772	PIERRE, CHRISTINA	03/01/2012	65.00
28773	PIONEER PRODUCTS	03/01/2012	577.80
28774	PIONEER PRESS	03/01/2012	72.93
28775	POSTMASTER	03/01/2012	45.00
28776	POSTMASTER	03/01/2012	135.00
28777	POSTMASTER	03/01/2012	50.00
28778	POSTMASTER	03/01/2012	90.00
28779	PRESS PUBLICATIONS	03/01/2012	99.05
28780	PRIOR LAKE HIGH SCHOOL	03/01/2012	147.00
28781	PRISSEL, JESSIE L	03/01/2012	73.95
28782	PRO-ED INC	03/01/2012	214.50
28783	PROJECTUS	03/01/2012	4,135.73
28784	PUODZIUNAS, DIANE M	03/01/2012	33.43
28785	PUSH PEDAL PULL	03/01/2012	671.34
28786	R & R SPECIALTIES INC	03/01/2012	32.45
28787	Vendor Continued Check	03/01/2012	0.00
28788	Vendor Continued Check	03/01/2012	0.00
28789	RAMSEY COUNTY	03/01/2012	1,482.13
28790	RATLIFF, GERALD	03/01/2012	162.06
28791	RATWIK ROSZAK & MALONEY PA	03/01/2012	6,258.74
28792	READ NATURALLY INC	03/01/2012	1,570.80
28793	REALITYWORKS INC	03/01/2012	1,949.40
28794	REGION 4AA	03/01/2012	1,784.00
28795	REITAN PIANO SERVICE	03/01/2012	70.00
28796	REMEDIA PUBLICATIONS	03/01/2012	235.73
28797	THE RETROFIT COMPANIES INC	03/01/2012	504.13
28798	RICOH AMERICAS CORP	03/01/2012	11.50
28799	RIEBAU, PATRICIA ANN	03/01/2012	509.59
28800	ROHE-CECERE, THERESA	03/01/2012	35.00
28801	ROOF SPEC INC	03/01/2012	6,575.00
28802	RUDDYS PARTY TOWN INC	03/01/2012	26.75
28803	SAFEWAY DRIVING SCHOOL	03/01/2012	7,750.00
28804	SALENGER, SETH A	03/01/2012	346.87
28805	SALVATION ARMY	03/01/2012	120.00
28806	SARPONG, FRIEDA	03/01/2012	5.00
28807	SCHMIDT, DEB	03/01/2012	1,020.00
28808	SCHMITT MUSIC COMPANY	03/01/2012	40.70
28809	SCHOOL HEALTH CORP	03/01/2012	119.25
28810	Vendor Continued Check	03/01/2012	0.00
28811	SCHOOL SPECIALTY	03/01/2012	7.89
28812	SCHULTZ, MARY ELLEN	03/01/2012	100.00
28813	SCIENCE MUSEUM OF MINNESOTA	03/01/2012	112.00
28814	SECURITAS SEC SVCS USA INC	03/01/2012	2,667.20

Check Nbr	Vendor Name	Check Date	Check Amount
28815	SEHR, DEBRA	03/01/2012	358.88
28816	SELBY, MARY JANE	03/01/2012	83.25
28817	SENTRY SYSTEMS INC	03/01/2012	470.00
28818	SERENDIPITY ART AND DESIGN SER	03/01/2012	2,132.86
28819	SHIFFLER EQUIPMENT SALES INC	03/01/2012	100.20
28820	SHRED-IT	03/01/2012	192.00
28821	SINGLETON, EVAN	03/01/2012	35.00
28822	SKY ZONE INDOOR TRAMPOLINE PAR	03/01/2012	1,200.00
28823	SMEKTA, ROBERT	03/01/2012	72.00
28824	SCHOOL NUTRITION ASSOC (SNA)	03/01/2012	93.50
28825	SNAP-ON TOOLS	03/01/2012	84.30
28826	SOCIAL THINKING PUBLISHING	03/01/2012	131.85
28827	SPIRIT MOUNTAIN	03/01/2012	2,467.67
28828	STAFKI, BARB	03/01/2012	14.00
28829	STAPLES ADVANTAGE	03/01/2012	3,369.80
28830	STATE SUPPLY CO	03/01/2012	2,492.36
28831	STIRLING, CONNIE	03/01/2012	36.63
28832	STUDENT SUPPLY	03/01/2012	889.32
28833	SUCHOMEL, JOHN J	03/01/2012	180.18
28834	SUPER DUPER PUBLICATIONS	03/01/2012	68.90
28835	SVIR, SARA A	03/01/2012	1,599.74
28836	SWENSON, CYNTHIA L	03/01/2012	62.21
28837	TARGET BANK	03/01/2012	1,250.00
28838	TDS METROCOM - MN	03/01/2012	3,672.47
28839	TEACHERS DISCOVERY	03/01/2012	217.51
28840	TEAM VIEWER	03/01/2012	2,555.50
28841	THIEGS, KATHY	03/01/2012	25.00
28842	THINKING MOVES ORDERS	03/01/2012	260.70
28843	TRADE PRESS INC	03/01/2012	687.00
28844	TRUCK UTILITIES MFG CO	03/01/2012	944.40
28845	TWIN CITY JANITOR SUPPLY CO	03/01/2012	98.00
28846	TWIN CITIES TRANSPORT & RECOVE	03/01/2012	175.00
28847	TWIN CITIES WINDOW TREATMENTS	03/01/2012	828.00
28848	TYLER, JEFF	03/01/2012	72.00
28849	UHL CO INC	03/01/2012	3,058.12
28850	UNIVERSITY OF MINNESOTA	03/01/2012	9,715.00
28851	US FOODS CULINARY EQUIP & SUPP	03/01/2012	835.39
28852	USA TODAY	03/01/2012	195.00
28853	VANDEBERG, LEONARD	03/01/2012	18.00
28854	VENBURG TIRE CO	03/01/2012	305.98
28855	VERIZON WIRELESS	03/01/2012	486.42
28856	VERNON, AMANDA M	03/01/2012	44.96
28857	VETTE, MARISA AA	03/01/2012	26.78
28858	VIKING ELECTRIC SUPPLY	03/01/2012	10,534.93
28859	WALD, TIM	03/01/2012	28.75
28860	WALT, DAN	03/01/2012	67.00
28861	WHITE BEAR LOCKSMITH INC	03/01/2012	24.80
28862	WHITE BEAR AREA CHAMBER	03/01/2012	50.00
28863	WBL GIRLS SWIMMING & DIVING	03/01/2012	155.84
28864	WBL LIONS SHOW ADVERTISING	03/01/2012	500.00

Check Nbr	Vendor Name	Check Date	Check Amount
28865	WHITE BEAR LAKE SPORTS CENTER	03/01/2012	100.00
28866	WESTERN PSYCHOLOGICAL SERVICES	03/01/2012	847.00
28867	WILD MOUNTAIN	03/01/2012	467.00
28868	WOLF RIDGE ENVIRONMENTAL	03/01/2012	584.00
28869	WOLTERS KLUWER LAW & BUSINESS	03/01/2012	375.00
28870	WORLD'S FINEST CHOCOLATE INC	03/01/2012	1,300.00
28871	XCEL ENERGY	03/01/2012	54,771.22
28872	YMCA CAMP WIDJIWAGAN	03/01/2012	500.00
28873	YOGA DEVOTION LLC	03/01/2012	1,900.00
28874	YOUTH SERVICES INTERNATIONAL	03/01/2012	1,260.00
28875	YU, XIA	03/01/2012	800.00
361	Computer	Check(s) For a Total of	1,575,127.72

	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
	361	Computer	Checks For a Total of	1,575,127.72
Total For	361	Manual, Wire Tran, ACH & Computer	Checks	1,575,127.72
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		1,575,127.72

Check Nbr	Vendor Name	Check Date	Check Amount
28876	CIRCUS JUVENTAS	03/05/2012	945.00
28877	ST ANDREWS LUTHERAN CHURCH	03/05/2012	630.00
2	Computer	Check(s) For a Total of	1,575.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	1,575.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	1,575.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,575.00

Check Nbr	Vendor Name	Check Date	Check Amount
28878	AIG	03/08/2012	5,330.49
28879	AMERICAN FUNDS	03/08/2012	67,149.84
28880	AMERICAN UNITED LIFE	03/08/2012	44,814.76
28881	AMERIPRISE FINANCIAL SERVICES	03/08/2012	10,315.83
28882	AXA EQUITABLE	03/08/2012	22,370.49
28883	COPY IMAGES INC	03/08/2012	185.89
28884	EDUCATION MN ESI BILLING TRUST	03/08/2012	16,903.22
28885	GECRB/AMAZON	03/08/2012	118.12
28886	GREATER TWIN CITIES UNITED WAY	03/08/2012	148.28
28887	GROTH MUSIC CO	03/08/2012	43.19
28888	GURSTEL CHARGO ATTORNEYS AT LA	03/08/2012	278.00
28889	HOME DEPOT CREDIT SERVICES	03/08/2012	184.23
28890	IUOE LOCAL 70	03/08/2012	2,131.24
28891	MESSERLI & KRAMER PA	03/08/2012	392.00
28892	METROPOLITAN LIFE	03/08/2012	3,930.61
28893	MN CHILD SUPPORT	03/08/2012	2,057.90
28894	MN ENVIRONMENTAL FUND	03/08/2012	58.06
28895	MONTANA, ZACK	03/08/2012	125.00
28896	NEOFUNDS BY NEOPOST	03/08/2012	1,000.00
28897	SCHOOL SERVICE EMPLOYEES	03/08/2012	5,226.48
28898	US DEPT OF EDUCATION	03/08/2012	346.00
28899	VANGUARD SMALL BUSINESS SERVIC	03/08/2012	19,982.21
28900	WBLA EDUCATIONAL FOUNDATION	03/08/2012	868.50
23	Computer	Check(s) For a Total of	203,960.34

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
23	Computer	Checks For a Total of	203,960.34
Total For 23	Manual, Wire Tran, ACH & Computer	Checks	203,960.34
Less 0	Voided	Checks For a Total of	0.00
		Net Amount	203,960.34

Check Nbr	Vendor Name	Check Date	Check Amount
28901	MN DEC-CEC	03/13/2012	270.00
28902	POSTMASTER	03/13/2012	2,400.00
28903	SAM'S CLUB/GEMB	03/13/2012	140.00
3	Computer	Check(s) For a Total of	2,810.00

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
3	Computer	Checks For a Total of	2,810.00
Total For 3	Manual, Wire Tran, ACH & Computer Checks		2,810.00
Less 0	Voided	Checks For a Total of	0.00
	Net Amount		2,810.00

Check Nbr	Vendor Name	Check Date	Check Amount
28904	1ST LINE/LEEWES VENTURES LLC	03/15/2012	735.25
28905	AARP DRIVER SAFETY PROGRAM	03/15/2012	434.00
28906	AARP DRIVER SAFETY PROGRAM	03/15/2012	444.00
28907	ABBOTT PAINT & CARPET INC	03/15/2012	319.82
28908	ACCUCUT	03/15/2012	460.00
28909	ACCURATE LABEL DESIGNS	03/15/2012	73.95
28910	ADDERLEY, DONALD	03/15/2012	55.00
28911	AFTON ALPS SKI AREA	03/15/2012	800.00
28912	AGROPUR INC	03/15/2012	25,012.54
28913	AMAZON	03/15/2012	713.25
28914	AMERICAN CANCER SOCIETY	03/15/2012	289.85
28915	AMERICAN MESSAGING	03/15/2012	107.80
28916	AMER RED CROSS	03/15/2012	199.95
28917	AMERICAN TIME & SIGNAL CO	03/15/2012	210.44
28918	AMERIPRIDE SERVICES	03/15/2012	713.29
28919	AMF MAPLEWOOD LANES	03/15/2012	297.50
28920	ANCHOR PAPER CO	03/15/2012	5,299.25
28921	ANDERSON, JON C	03/15/2012	520.04
28922	ANDERSON, LEIGH A	03/15/2012	93.04
28923	ANDERSON, MARGARET M	03/15/2012	163.72
28924	ANDERSON, SHANNON A M	03/15/2012	150.00
28925	ANFANG, SALLY G	03/15/2012	229.44
28926	API SUPPLY LIFTS	03/15/2012	57.50
28927	APPLIED ENVIRONMENTAL SCI INC	03/15/2012	3,739.04
28928	THE ARMAND HAMMER UNITED WORLD	03/15/2012	1,239.00
28929	ASHLAND PRODUCTIONS INC	03/15/2012	3,550.00
28930	ASTLEFORD EQUIPMENT CO	03/15/2012	14.62
28931	ASTLEFORD INTERNATIONAL TRUCKS	03/15/2012	529.98
28932	ATLAS SCHOOL SUPPLY	03/15/2012	39.00
28933	AUTISM SOCIETY OF MINNESOTA	03/15/2012	100.00
28934	BARTHOLD	03/15/2012	1,705.50
28935	BATTERIES PLUS	03/15/2012	1,131.93
28936	BAUER, CARA C	03/15/2012	267.24
28937	BEEKMAN, DAN	03/15/2012	78.00
28938	BERRY BLENDZ - EDEN PRAIRIE	03/15/2012	397.50
28939	BEST BUY BUSINESS ADVANTAGE AC	03/15/2012	499.98
28940	BUSINESS IMPACT GROUP	03/15/2012	637.59
28941	BJORNSTAD, ADAM	03/15/2012	78.00
28942	BLB CONSULTING LLC	03/15/2012	1,375.00
28943	BLUEBIRD SCREEN PRINT	03/15/2012	153.00
28944	BOOK GUYZ MN	03/15/2012	28.00
28945	BRADLEY, ROLAND	03/15/2012	96.00
28946	BRAKE & EQUIPMENT WAREHOUSE, I	03/15/2012	58.40
28947	BRAMSCHER, JUDEE	03/15/2012	10.20
28948	BRIGGS, JANIE	03/15/2012	301.00
28949	BRISKY, LANCE	03/15/2012	96.00
28950	BROCKWAY, TOM	03/15/2012	55.00
28951	BROMS, DAVID	03/15/2012	96.00
28952	BROWN, ANDRE	03/15/2012	168.00
28953	BROWN, PAMELA S	03/15/2012	28.00

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28954	BROWN, RYAN	03/15/2012	34.95
28955	BRUSKI, JERRILYN	03/15/2012	50.25
28956	BURMEISTER, JANE M	03/15/2012	122.65
28957	BURRIS, LEANN K	03/15/2012	232.95
28958	CALIFORNIA NEWSREEL	03/15/2012	30.95
28959	CANVAS HEALTH	03/15/2012	2,100.00
28960	CARDENAS, DAVID A	03/15/2012	40.55
28961	CARLSON, REBECCA C	03/15/2012	39.61
28962	CDW GOVERNMENT INC	03/15/2012	151.28
28963	CHAPPELL CENTRAL INC	03/15/2012	21,166.00
28964	CHILDREN'S HEALTH MARKET INC	03/15/2012	54.45
28965	CHRISTENSEN, JOE	03/15/2012	34.97
28966	CITI-CARGO & STORAGE CO INC	03/15/2012	85.00
28967	CLARK, CINDY	03/15/2012	38.67
28968	CLIMB THEATRE	03/15/2012	643.00
28969	COASTAL TRAINING TECHNOLOGIES	03/15/2012	1,750.00
28970	COCA-COLA BOTTLING MIDWEST CO	03/15/2012	2,747.16
28971	COLEMAN, ROBERT E	03/15/2012	288.00
28972	COMBS, DEWAYNE	03/15/2012	96.00
28973	COMCAST	03/15/2012	5.27
28974	COMCAST	03/15/2012	79.75
28975	COMPAS INC	03/15/2012	408.00
28976	Vendor Continued Check	03/15/2012	0.00
28977	CONNEY SAFETY	03/15/2012	620.33
28978	CONSTANTINE DANCE CLASSES	03/15/2012	514.50
28979	CONTINENTAL RESEARCH CORP	03/15/2012	596.66
28980	COOPS SPORTSWEAR	03/15/2012	554.50
28981	Vendor Continued Check	03/15/2012	0.00
28982	COPY IMAGES INC	03/15/2012	17,505.51
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28985	COPY IMAGES INC	03/15/2012	2,805.11
28986	COUNCIL FOR EXCEPTIONAL CHILDR	03/15/2012	205.00
28987	COUNTRY VIDEO BARN	03/15/2012	889.42
28988	COUNTRY REPORTS	03/15/2012	58.00
28989	CUB FOODS OF WHITE BEAR TWSHP	03/15/2012	2,410.87
28990	CUB FOODS OF WOODBURY	03/15/2012	292.54
28991	D'ENTREMONT, ELISE	03/15/2012	122.50
28992	Vendor Continued Check	03/15/2012	0.00
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28994	Vendor Continued Check	03/15/2012	0.00
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28996	DALCO CORPORATION	03/15/2012	7,532.47
28997	DECKER INC	03/15/2012	862.54
28998	DEGARDNER, RICK	03/15/2012	55.00
28999	DEJARLAIS, MARILYN	03/15/2012	36.55
29000	DEMCO INC	03/15/2012	66.46
29001	DESIGNER SIGN SYSTEMS INC	03/15/2012	2,216.00
29002	DEVETTER DESIGN GROUP	03/15/2012	38,456.00
29003	DEX MEDIA EAST INC	03/15/2012	135.66

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29004	DEY DISTRIBUTING	03/15/2012	104.75
29005	DISCOUNT SCHOOL SUPPLY	03/15/2012	350.61
29006	DIVERSIFIED SNACK DISTRIBUTION	03/15/2012	2,359.76
29007	DOEBLER, DAYNE	03/15/2012	179.24
29008	DOMINOS PIZZA	03/15/2012	659.75
29009	DONAHUE, ELIZABETH A	03/15/2012	100.00
29010	DONATELLI'S	03/15/2012	272.65
29011	DOOR SERVICE COMPANY	03/15/2012	1,227.00
29012	DUOOS, KIRSTEN M	03/15/2012	121.29
29013	DW WRESTLING PRODUCTS	03/15/2012	1,204.35
29014	DYMIT, MARIE	03/15/2012	84.92
29015	DYNAMIC LEARNER CONSULTING INC	03/15/2012	8,024.00
29016	EAST METRO INTEGRATION DIST 60	03/15/2012	39,299.41
29017	ECKROTH MUSIC	03/15/2012	66.00
29018	ECM PUBLISHERS INC	03/15/2012	999.00
29019	EDUCATIONAL RESEARCH AND DEV	03/15/2012	270.00
29020	ENCHANTED LEARNING LLC	03/15/2012	125.00
29021	ENCO MANUFACTURING CO	03/15/2012	104.83
29022	ENGMAN, JENNIFER A	03/15/2012	167.96
29023	ENGSTRAN, PAUL	03/15/2012	40.00
29024	ESSON, ANN	03/15/2012	125.00
29025	EVERGREEN PRESS	03/15/2012	5,350.00
29026	F&N OPERATIONS LLC	03/15/2012	163.76
29027	FASTENAL COMPANY	03/15/2012	11.38
29028	FEDEX	03/15/2012	12.78
29029	FERRELLGAS	03/15/2012	221.00
29030	FESTIVAL FOODS-KNOWLAN'S	03/15/2012	268.22
29031	FINK, AVIS	03/15/2012	200.00
29032	FIRST CHOICE UNIFORMS	03/15/2012	2,081.05
29033	FIRST STUDENT INC	03/15/2012	147,558.23
29034	FLORIN, JOLYN A	03/15/2012	486.60
29035	FOLLETT LIBRARY RESOURCES	03/15/2012	780.18
29036	FRATTALONES HARDWARE STORES	03/15/2012	641.10
29037	FREEMAN, MARCUS	03/15/2012	120.00
29038	FREESE, NICHOLAS	03/15/2012	120.00
29039	FRESHWATER, ANDREW	03/15/2012	168.00
29040	FRONTLINE TECHNOLOGIES INC	03/15/2012	1,613.00
29041	FUHRMAN, SARAH	03/15/2012	51.10
29042	G&K SERVICES INC	03/15/2012	2,519.80
29043	G&K SERVICES	03/15/2012	621.12
29044	GARDEN & ASSOCIATES INC	03/15/2012	50.00
29045	GENERAL PARTS LLC	03/15/2012	662.58
29046	GILLUND ENTERPRISES	03/15/2012	189.74
29047	GOLDSBY, NATHAN	03/15/2012	432.00
29048	GOLTZ, TRAVIS	03/15/2012	96.00
29049	GRAFFIC TRAFFIC LLC	03/15/2012	1,570.50
29050	Vendor Continued Check	03/15/2012	0.00
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29052	GRAINGER	03/15/2012	1,605.83
29053	GRAMBUSH, DALE	03/15/2012	139.73

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29054	GRANDMA'S BAKERY INC	03/15/2012	143.82
29055	GREATAMERICA LEASING CORP	03/15/2012	812.91
29056	GREEN, BARBARA J	03/15/2012	81.59
29057	GROTH MUSIC CO	03/15/2012	14.38
29058	GROUP HEALTH INC - WORKSITE	03/15/2012	181.50
29059	GUIDARELLI, JOSEPH B	03/15/2012	72.00
29060	GULLICK, DANIEL E	03/15/2012	99.90
29061	H & B SPECIALIZED PRODUCTS	03/15/2012	370.00
29062	HAAG, LOIS	03/15/2012	20.40
29063	HAAS MUSICAL INSTRUMENT REPAIR	03/15/2012	242.58
29064	HAGESTUEN, FAITH M	03/15/2012	154.00
29065	Vendor Continued Check	03/15/2012	0.00
29066	HALLBERG ENGINEERING INC	03/15/2012	42,252.54
29067	HAMERNICK, MIKE	03/15/2012	223.31
29068	HAMILTON, CONNIE	03/15/2012	530.45
29069	HANSON, DONNA	03/15/2012	10.20
29070	HARRIS, SEAN	03/15/2012	120.00
29071	HEALTH ED	03/15/2012	179.00
29072	HERMANN, TIM	03/15/2012	50.00
29073	HERTING WAHL DR, KAY	03/15/2012	500.00
29074	HICKMAN, JESSICA M	03/15/2012	923.20
29075	HIGH NOON BOOKS	03/15/2012	79.20
29076	HILDI INC	03/15/2012	1,500.00
29077	HISDAHL INC	03/15/2012	628.00
29078	HOANG, CONG	03/15/2012	180.00
29079	Vendor Continued Check	03/15/2012	0.00
29080	Vendor Continued Check	03/15/2012	0.00
29081	Vendor Continued Check	03/15/2012	0.00
29082	HOGLUND BUS AND TRUCK CO	03/15/2012	5,558.26
29083	HOUGHTON MIFFLIN HARCOURT	03/15/2012	169.68
29084	HSBC BUSINESS SOLUTIONS	03/15/2012	1,668.81
29085	HUGO FEED MILL & HARDWARE	03/15/2012	12.85
29086	HYLEN, JENNIFER	03/15/2012	88.80
29087	INTERCULTURAL DEVMT INVENTORY	03/15/2012	330.00
29088	Vendor Continued Check	03/15/2012	0.00
29089	Vendor Continued Check	03/15/2012	0.00
29090	Vendor Continued Check	03/15/2012	0.00
29091	IFD	03/15/2012	121,710.01
29092	IKI INC	03/15/2012	90.00
29093	IMAGINE DESIGN & CREATIVE	03/15/2012	3,800.00
29094	INNOVATIVE OFFICE SOLUTIONS	03/15/2012	2,656.39
29095	INSTITUTE FOR EDUCATIONAL DEV	03/15/2012	438.00
29096	INTEGRA TELECOM	03/15/2012	313.20
29097	INTERMEDIATE DISTRICT 287	03/15/2012	2,821.26
29098	IRA	03/15/2012	449.00
29099	JAMES SEWELL BALLET	03/15/2012	240.00
29100	JOHNSON, JENNIFER R	03/15/2012	20.00
29101	JOHNSON, SHARON ANNE	03/15/2012	314.16
29102	JOSTENS INC	03/15/2012	3,371.28
29103	K PEARSON MECHANICAL LLC	03/15/2012	5,930.90

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29104	K12 TRANSPORTATION MGMT SERVIC	03/15/2012	29,118.87
29105	THE KAHLER GRAND HOTEL	03/15/2012	198.24
29106	KARNAS, LUKE	03/15/2012	72.00
29107	KATH, ABBY J	03/15/2012	44.40
29108	KATH FUEL OIL SERVICE CO	03/15/2012	1,328.81
29109	KAUFFMAN, KENNETH	03/15/2012	15.00
29110	KEARN, BARBARA	03/15/2012	122.35
29111	KIMBALL MIDWEST	03/15/2012	481.45
29112	KIRSCHLING, JULIENNE R	03/15/2012	86.46
29113	KLEIN, JACKIE	03/15/2012	260.00
29114	KNOWBUDDY RESOURCES	03/15/2012	250.50
29115	KRALEWSKI, MARIANA	03/15/2012	135.00
29116	KROGMAN, WILLIAM	03/15/2012	78.00
29117	KRUSEMARK, CARY L	03/15/2012	359.97
29118	KULLY SUPPLY COMPANY	03/15/2012	192.94
29119	LAB SAFETY SUPPLY CO INC	03/15/2012	36.61
29120	LAB-AIDS INC	03/15/2012	952.60
29121	LAKE COUNTRY BOOKSELLERS	03/15/2012	63.92
29122	LANDS BEST FOODS	03/15/2012	2,762.75
29123	LANGUAGE LINE SERVICES	03/15/2012	96.57
29124	LAW, DAVID W	03/15/2012	212.57
29125	LEHNER, KEN	03/15/2012	144.00
29126	LEISTIKOW, BRIAN	03/15/2012	264.00
29127	LEMON, SARAH E	03/15/2012	814.80
29128	LEONARD, RITA	03/15/2012	302.00
29129	LIDS TEAM SPORTS	03/15/2012	6,969.90
29130	LIEKIS, KEN	03/15/2012	144.30
29131	LINGUISYSTEMS INC	03/15/2012	221.90
29132	LOFFLER COMPANIES INC	03/15/2012	310.00
29133	LONE TREE	03/15/2012	424.32
29134	LORENZ CORPORATION	03/15/2012	523.70
29135	L T G POWER EQUIPMENT	03/15/2012	57.39
29136	LUBRANT, NANCY JEAN	03/15/2012	43.25
29137	LUND, BARBARA A	03/15/2012	116.98
29138	MN ASSOC OF ADMIN OF STATE &	03/15/2012	310.00
29139	MADISON, PAUL	03/15/2012	96.00
29140	MAILFINANCE INC	03/15/2012	671.25
29141	MALWITZ, ANN	03/15/2012	174.75
29142	MARSHALL, MICHAEL K	03/15/2012	95.00
29143	MASON PRINTING AND GRAPHIC SOL	03/15/2012	129.77
29144	MASTERGRAPHICS, INC	03/15/2012	410.00
29145	MATHIESON, SARA	03/15/2012	34.00
29146	MCDONALD, MARIE	03/15/2012	11.90
29147	MCGOURTY, LESLIE R	03/15/2012	49.95
29148	MCGRANE, MARY E	03/15/2012	436.00
29149	MEDCO SUPPLY CO	03/15/2012	634.69
29150	MEHNDI MOMENTS	03/15/2012	43.50
29151	METRO ECSU	03/15/2012	810.00
29152	MICHEL, ROCHELLE N	03/15/2012	64.98
29153	MIDWEST BUS PARTS INC	03/15/2012	294.08

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29154	MILES, MARY T	03/15/2012	402.72
29155	MINVALCO INC	03/15/2012	2,110.98
29156	MLA	03/15/2012	550.00
29157	MN ASSOC FOR CHILDREN'S MENTAL	03/15/2012	325.00
29158	MN ELEVATOR INC	03/15/2012	478.77
29159	MN STATE COLLEGES & UNIV	03/15/2012	60.00
29160	MNASP-NCB	03/15/2012	1,300.00
29161	MUMBLEAU, RICHARD THOMAS	03/15/2012	240.00
29162	MURPHY, MARY W	03/15/2012	180.00
29163	MUSIC THEATER INTL	03/15/2012	798.50
29164	NAC MECHANICAL & ELECTRICAL SE	03/15/2012	2,894.19
29165	NAKAGAKI, BENJAMIN P	03/15/2012	26.50
29166	Vendor Continued Check	03/15/2012	0.00
29167	NARDINI FIRE EQUIPMENT CO INC	03/15/2012	1,014.55
29168	NASVIK, CRAIG S	03/15/2012	291.60
29169	NATL SCHOOL BOARDS ASSOC	03/15/2012	1,840.00
29170	THE NEFF CO	03/15/2012	1,794.40
29171	NEFF, KELLY B	03/15/2012	90.00
29172	NEOPOST INC	03/15/2012	41.00
29173	NESS ELECTRONICS INC	03/15/2012	1,096.87
29174	NEW PRAGUE ARCHERY CLUB	03/15/2012	930.00
29175	NEWBERG, JANET A	03/15/2012	1,358.16
29176	NIKKEL, DIANE L	03/15/2012	387.57
29177	Vendor Continued Check	03/15/2012	0.00
29178	NORTH CENTRAL TRUCK EQUIPMENT	03/15/2012	2,677.58
29179	NORTHERN VOICES	03/15/2012	6,475.00
29180	NORTON, EMILY L	03/15/2012	40.00
29181	NOWAK, JEFFREY W	03/15/2012	2,978.80
29182	O'NEIL, LOIS	03/15/2012	16.99
29183	O'ROURKE, JULIE	03/15/2012	55.50
29184	OFFICE DEPOT	03/15/2012	398.12
29185	OKLOBZIJA, LUANNE P	03/15/2012	334.68
29186	OLD DUTCH FOODS INC	03/15/2012	1,086.30
29187	OLSON, VICKI S	03/15/2012	183.53
29188	OPEN ARMS OF MN	03/15/2012	6,496.06
29189	OXYGEN SERVICE CO INC	03/15/2012	18.27
29190	PAINTED MOUNTAIN GOLF RESORT	03/15/2012	496.21
29191	PAMS LUNCHROOM LLC	03/15/2012	6,706.20
29192	PAN-O-GOLD	03/15/2012	3,325.39
29193	PAPA MURPHY'S PIZZA	03/15/2012	75.90
29194	PAPA MURPHY'S PIZZA	03/15/2012	22.97
29195	PARSONS, HOLLY L	03/15/2012	29.00
29196	PAUL VADNAIS PLUMBING & WELL	03/15/2012	1,312.50
29197	PAULSON, TOM	03/15/2012	8,932.00
29198	PCI EDUCATION	03/15/2012	447.18
29199	PEARSON, BRIAN	03/15/2012	96.00
29200	PETERSON BROS ROOFING & CONST	03/15/2012	2,565.38
29201	PHILBRICK, TAMARA	03/15/2012	450.00
29202	PHOENIX SCHOOL COUNSELING LLC	03/15/2012	7,942.35
29203	PINK CONSULTING LLC	03/15/2012	1,800.00

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29204	PITNEY BOWES PURCHASE POWER	03/15/2012	229.00
29205	PITNEY BOWES INC	03/15/2012	261.50
29206	PLANA, CHRISTINE M	03/15/2012	28.62
29207	PM ENTERPRISES	03/15/2012	425.00
29208	POKELA, GARRETT	03/15/2012	120.00
29209	POKELA, KEITH	03/15/2012	120.00
29210	POSTMASTER	03/15/2012	90.00
29211	PRAXAIR DISTRIBUTION INC	03/15/2012	116.98
29212	Vendor Continued Check	03/15/2012	0.00
29213	PRESS PUBLICATIONS	03/15/2012	2,045.60
29214	PRESTIGE PROD/WB DANCE CENTER	03/15/2012	1,800.00
29215	PRO CHARGING SYSTEMS LLC	03/15/2012	412.19
29216	PUMP AND METER SERVICE INC	03/15/2012	3,031.40
29217	QUELLO, LORI E	03/15/2012	27.48
29218	QUINTERO GOLF CLUB	03/15/2012	429.39
29219	R & R SPECIALTIES INC	03/15/2012	67.00
29220	RAMERTH, TIM	03/15/2012	78.00
29221	RAMSEY-WASH METRO WATERSHED	03/15/2012	10,500.00
29222	RATLIFF, GERALD	03/15/2012	175.38
29223	REBYL SPORTS INC	03/15/2012	408.18
29224	RECORDED BOOKS LLC	03/15/2012	67.75
29225	REED, QUINTIN	03/15/2012	192.00
29226	REFRIGERATION HARDWARE SUPPLY	03/15/2012	249.60
29227	REGION 4AA	03/15/2012	1,550.00
29228	REHBEIN TRANSIT INC	03/15/2012	4,760.00
29229	RENAISSANCE LEARNING INC	03/15/2012	83.72
29230	RESERVE ACCOUNT	03/15/2012	5,000.00
29231	RICHARD ALAN PRODUCTIONS	03/15/2012	625.00
29232	RICOH AMERICAS CORP	03/15/2012	426.07
29233	RIEBAU, PATRICIA ANN	03/15/2012	331.65
29234	RM COTTON COMPANY	03/15/2012	411.85
29235	ROOF SPEC INC	03/15/2012	10,475.00
29236	ROSEVILLE AREA SCHOOLS	03/15/2012	16,464.51
29237	ROSSBACH, PATRICIA	03/15/2012	77.40
29238	RYAN, SARA	03/15/2012	81.03
29239	SALENGER, SETH A	03/15/2012	99.90
29240	SAM'S CLUB/GEMB	03/15/2012	3,533.65
29241	SAM'S CLUB/GEMB	03/15/2012	698.22
29242	SAM'S CLUB/GEMB	03/15/2012	142.00
29243	SAM'S CLUB/GEMB	03/15/2012	885.25
29244	SAMUELSON, BETH	03/15/2012	97.68
29245	SAX-PARADES, KELLIE L	03/15/2012	27.75
29246	SCAN AIR FILTER INC	03/15/2012	22.35
29247	SCANTRON CORPORATION	03/15/2012	454.42
29248	SCHEUNEMANN, STEVE	03/15/2012	55.00
29249	SCHINDLER ELEVATOR CORP	03/15/2012	651.39
29250	SCHMITZ, KAREN M	03/15/2012	935.98
29251	SCHMIDT, NOEL	03/15/2012	1,903.63
29252	SCHMITT MUSIC COMPANY	03/15/2012	155.10
29253	SCHOLASTIC BOOK FAIRS	03/15/2012	213.80

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29254	SCHOLASTIC BOOK CLUBS	03/15/2012	88.50
29255	SCHOOL PROJECT	03/15/2012	5,024.25
29256	SCHOOL SPECIALTY	03/15/2012	172.76
29257	SELF, SUE	03/15/2012	61.76
29258	SENTRY SYSTEMS INC	03/15/2012	1,070.00
29259	SFM	03/15/2012	82,839.00
29260	SHIFFLER EQUIPMENT SALES INC	03/15/2012	54.52
29261	SIGHTLINE DISPLAYS LLC	03/15/2012	122.50
29262	SIGN PRO	03/15/2012	47.84
29263	SIMMER, KATHLEEN C	03/15/2012	300.00
29264	SK SCIENCE KIT & BOREAL LAB	03/15/2012	106.39
29265	SKOGEN, MATTHEW K	03/15/2012	190.37
29266	SKYWARD INC	03/15/2012	510.00
29267	SMITH MICRO TECHNOLOGIES INC	03/15/2012	175.00
29268	SMITH, TIRA KAY	03/15/2012	446.23
29269	SCHOOL NUTRITION ASSOC (SNA)	03/15/2012	17.00
29270	SNAP-ON TOOLS	03/15/2012	370.34
29271	SORENSEN, REBECCA	03/15/2012	600.00
29272	SPECIALTY PROMOTIONS	03/15/2012	614.25
29273	SPENCER, DOROTHY	03/15/2012	29.75
29274	SPORT SUPPLY GROUP INC	03/15/2012	1,355.00
29275	Vendor Continued Check	03/15/2012	0.00
29276	STATE SUPPLY CO	03/15/2012	2,444.16
29277	STILLWATER HIGH SCHOOL	03/15/2012	120.00
29278	STREAMLINE DESIGN INC	03/15/2012	49.00
29279	SUOJA, WENDY	03/15/2012	250.00
29280	SVL SERVICE CORPORATION	03/15/2012	4,981.59
29281	SWITZER, LISA MARIE	03/15/2012	43.79
29282	SYLVAN DELL PUBLISHING	03/15/2012	223.85
29283	TAMARACK NATURE CENTER	03/15/2012	20.00
29284	TEACHER CREATED MATERIALS	03/15/2012	362.90
29285	TEACHERS DISCOUNT	03/15/2012	1,280.12
29286	TEACHERS DISCOVERY	03/15/2012	184.74
29287	TENNANT, MELISA	03/15/2012	29.49
29288	TERWEY, JASON	03/15/2012	504.00
29289	THUNDER COMMUNICATIONS DESIGN	03/15/2012	1,317.50
29290	Vendor Continued Check	03/15/2012	0.00
29291	THYSSENKRUPP ELEVATOR CORP	03/15/2012	4,448.64
29292	TIES	03/15/2012	450.00
29293	TOLONEN, CLAY	03/15/2012	63.92
29294	TOUSSAINT, JANEL PHYLLIS	03/15/2012	49.95
29295	TRANE US INC	03/15/2012	2,991.50
29296	TRANS-MISSISSIPPI BIO SUPPLY	03/15/2012	91.23
29297	TRAVEL LEADERS	03/15/2012	643.60
29298	TRAVER, SHAWNA J	03/15/2012	137.09
29299	TRIO SUPPLY COMPANY	03/15/2012	9,347.20
29300	TRUCK UTILITIES MFG CO	03/15/2012	1,343.16
29301	TRUSTED EMPLOYEES	03/15/2012	1,440.00
29302	TURNER, JEFF	03/15/2012	96.00
29303	TWIN CITY ACOUSTICS INC	03/15/2012	820.25

Check Nbr	Vendor Name	Check Date	Check Amount
29304	TWIN CITIES TRANSPORT & RECOVE	03/15/2012	150.00
29305	TWIN CITIES WINDOW TREATMENTS	03/15/2012	1,192.00
29306	U.S. BANK	03/15/2012	402.50
29307	U.S. ENERGY SERVICES INC	03/15/2012	105,942.36
29308	US FOODS CULINARY EQUIP & SUPP	03/15/2012	67.54
29309	VACATION SPORTS	03/15/2012	474.00
29310	VADNAIS HEIGHTS SPORTS COMPLEX	03/15/2012	600.00
29311	VAN ARRAGON, JANEL L	03/15/2012	96.77
29312	VAVRICKA, ROCHELLE	03/15/2012	122.18
29313	VIKING INDUSTRIAL CENTER	03/15/2012	180.48
29314	WANOUS, JAN	03/15/2012	57.48
29315	Vendor Continued Check	03/15/2012	0.00
29316	WASTE MANAGEMENT OF WI-MN	03/15/2012	13,679.73
29317	WATCH ME DRAW! LLC	03/15/2012	2,688.00
29318	WATTERS, LAURA J	03/15/2012	246.41
29319	WB GIRLS HOCKEY BOOSTER CLUB	03/15/2012	500.00
29320	WHITE BEAR GLASS INC	03/15/2012	288.00
29321	WHITE BEAR SUBWAY LLC	03/15/2012	553.68
29322	WHITE BEAR TOWNSHIP	03/15/2012	830.42
29323	WHITE BEAR LAKE CITY	03/15/2012	16.00
29324	WHITE BEAR LAKE (CITY OF)	03/15/2012	33,157.95
29325	WHITE BEAR LAKE CITY	03/15/2012	100.00
29326	WHITE BEAR LAKE CITY	03/15/2012	35.00
29327	WHITE BEAR LAKE SPORTS CENTER	03/15/2012	20.00
29328	WEATHERBY, DARRICK	03/15/2012	96.00
29329	WEDELL, THERESA	03/15/2012	200.00
29330	WHITE, THOMAS R	03/15/2012	97.65
29331	WINDSTREAM	03/15/2012	2,606.10
29332	XEROX CORPORATION	03/15/2012	419.46
29333	ZARNOTH BRUSH WORKS INC	03/15/2012	841.60
430	Computer	Check(s) For a Total of	1,072,229.50

Check Nbr	Vendor Name	Check Date	Check Amount
23055	HANSON, BELINDA	03/15/2012	5.00
28342	NORTHMETRO SUBWAY	03/15/2012	553.68
28801	ROOF SPEC INC	03/15/2012	6,575.00
28845	TWIN CITY JANITOR SUPPLY CO	03/15/2012	98.00
4	Void	Check(s) For a Total of	7,231.68

Check Nbr	Vendor Name	Check Date	Check Amount
29334	INTL BACCALAUREATE ORGANIZATIO	03/16/2012	4,000.00
29335	INTL BACCALAUREATE ORGANIZATIO	03/16/2012	4,000.00
2	Computer	Check(s) For a Total of	8,000.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	2	Computer	Checks For a Total of	8,000.00
Total For	2	Manual, Wire Tran, ACH & Computer	Checks	8,000.00
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		8,000.00

PAYROLL

Check Nbr	Vendor Name	Check Date	Check Amount
29336	AIG	03/26/2012	5,330.49
29337	AMERICAN FUNDS	03/26/2012	67,149.84
29338	AMERICAN UNITED LIFE	03/26/2012	45,525.12
29339	AMERICAN UNITED LIFE	03/26/2012	17,250.00
29340	AMERICAN UNITED LIFE	03/26/2012	242,125.00
29341	AMERIPRISE FINANCIAL SERVICES	03/26/2012	10,403.33
29342	AXA EQUITABLE	03/26/2012	22,376.49
29343	EDUCATION MN ESI BILLING TRUST	03/26/2012	16,903.22
29344	GREATER TWIN CITIES UNITED WAY	03/26/2012	148.28
29345	GURSTEL CHARGO ATTORNEYS AT LA	03/26/2012	290.00
29346	IUOE LOCAL 70	03/26/2012	2,127.80
29347	MESSERLI & KRAMER PA	03/26/2012	392.00
29348	METROPOLITAN LIFE	03/26/2012	3,930.61
29349	MN CHILD SUPPORT	03/26/2012	2,057.90
29350	MN DEPT OF REVENUE	03/26/2012	254.00
29351	MN ENVIRONMENTAL FUND	03/26/2012	58.06
29352	SCHOOL SERVICE EMPLOYEES	03/26/2012	5,210.98
29353	US DEPT OF EDUCATION	03/26/2012	346.00
29354	VANGUARD SMALL BUSINESS SERVIC	03/26/2012	19,982.21
29355	WBLA EDUCATIONAL FOUNDATION	03/26/2012	868.50
20	Computer	Check(s) For a Total of	462,729.83

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
20	Computer	Checks For a Total of	462,729.83
Total For 20	Manual, Wire Tran, ACH &	Computer Checks	462,729.83
Less 0	Voided	Checks For a Total of	0.00
		Net Amount	462,729.83

Check Nbr	Vendor Name	Check Date	Check Amount
29356	AARP DRIVER SAFETY PROGRAM	03/29/2012	132.00
29357	AARP DRIVER SAFETY PROGRAM	03/29/2012	438.00
29358	AARP DRIVER SAFETY PROGRAM	03/29/2012	294.00
29359	AARP DRIVER SAFETY PROGRAM	03/29/2012	444.00
29360	THE ACTIVE NETWORK	03/29/2012	400.00
29361	ALBERS MECHANICAL SERVICE INC	03/29/2012	1,738.00
29362	AMAZON	03/29/2012	510.30
29363	AMAZON	03/29/2012	197.81
29364	AMAZON	03/29/2012	1,195.04
29365	AMAZON	03/29/2012	34.99
29366	AMAZON	03/29/2012	67.92
29367	AMAZON	03/29/2012	524.48
29368	AMAZON	03/29/2012	144.95
29369	AMAZON	03/29/2012	535.33
29370	APPLIED ENVIRONMENTAL SCI INC	03/29/2012	4,950.35
29371	ARCADE ASPHALT CO	03/29/2012	10,980.00
29372	ASSOC FOR SUPERVISION & CURRIC	03/29/2012	189.00
29373	ASTLEFORD INTERNATIONAL TRUCKS	03/29/2012	115.66
29374	AT & T MOBILITY	03/29/2012	1,396.66
29375	AUTISM SOCIETY OF MINNESOTA	03/29/2012	150.00
29376	BABIASH, JENNIFER MAE	03/29/2012	680.64
29377	BACIGALUPO, STACEY MM	03/29/2012	80.59
29378	BARNES & NOBLE	03/29/2012	641.70
29379	BARNETT WB CHRYSLER JEEP DODGE	03/29/2012	192.80
29380	BAUDVILLE	03/29/2012	155.25
29381	BEAR PATCH QUILTING CO	03/29/2012	49.95
29382	BECKERS, MARK J	03/29/2012	79.98
29383	BELDEN, LOWANN	03/29/2012	19.00
29384	BERRY BLENDZ - EDEN PRAIRIE	03/29/2012	765.00
29385	BLICK ART MATERIALS	03/29/2012	339.59
29386	BLOM, JULIE	03/29/2012	99.99
29387	BOSCH, DONALD	03/29/2012	222.00
29388	BREMER BANK	03/29/2012	694.54
29389	BRUTON, SANDRA R	03/29/2012	120.00
29390	BUCHTA, JESSICA S	03/29/2012	85.00
29391	THE BUG COMPANY	03/29/2012	16.00
29392	BURKE, ERIN	03/29/2012	73.48
29393	CARLSON GARY	03/29/2012	43.01
29394	CATCO PARTS SERVICE	03/29/2012	549.54
29395	CCP INDUSTRIES INC	03/29/2012	344.63
29396	CENTURYLINK	03/29/2012	267.24
29397	CHAKOLIS, RICHARD A	03/29/2012	45.67
29398	CHAMPION, MAURICE	03/29/2012	400.00
29399	THE CHILDREN'S THEATRE COMPANY	03/29/2012	20.00
29400	CITI-CARGO & STORAGE CO INC	03/29/2012	125.00
29401	CLIA LABORATORY PROGRAM	03/29/2012	150.00
29402	CONSTRUCTION MANAGEMENT BUILDI	03/29/2012	20,090.00
29403	COMCAST	03/29/2012	70.95
29404	COMCAST	03/29/2012	40.95
29405	CONNER, LOIS	03/29/2012	79.00

Check Nbr	Vendor Name	Check Date	Check Amount
29406	CONNEY SAFETY	03/29/2012	730.03
29407	CONTINENTAL CLAY CO	03/29/2012	991.95
29408	CONTINENTAL RESEARCH CORP	03/29/2012	795.88
29409	COOPS SPORTSWEAR	03/29/2012	1,445.00
29410	Vendor Continued Check	03/29/2012	0.00
29411	COPY IMAGES INC	03/29/2012	6,995.82
29412	Vendor Continued Check	03/29/2012	0.00
29413	Vendor Continued Check	03/29/2012	0.00
29414	COPY IMAGES INC	03/29/2012	1,807.73
29415	COSTUME RENTALS	03/29/2012	178.68
29416	CREATIVE MATHEMATICS	03/29/2012	418.00
29417	CUB FOODS OF WHITE BEAR TWSHP	03/29/2012	414.07
29418	CUMMINS NPOWER LLC	03/29/2012	638.38
29419	CUSTOM REFRIGERATION	03/29/2012	447.84
29420	Vendor Continued Check	03/29/2012	0.00
29421	DALCO CORPORATION	03/29/2012	4,706.37
29422	DEFININGPOINT CONSULTING	03/29/2012	300.00
29423	DELTA DENTAL PLAN OF MN	03/29/2012	62,966.80
29424	DEMCO INC	03/29/2012	454.09
29425	DOMINOS PIZZA	03/29/2012	136.73
29426	DUOOS, KIRSTEN M	03/29/2012	175.59
29427	CITY OF EAGAN PARKS & REC	03/29/2012	225.00
29428	EASY FUNDRAISING IDEAS	03/29/2012	160.00
29429	EBAUGH-PERKOWSKI, SARAH	03/29/2012	12.50
29430	ELLISON EDUC EQUIP INC	03/29/2012	159.00
29431	EMERGENCY LITE SERVICE CENTER	03/29/2012	562.50
29432	ENGSTRAN, STEVE	03/29/2012	1,140.00
29433	EDUCATIONAL TESTING SERVICE	03/29/2012	2,250.00
29434	F&N OPERATIONS LLC	03/29/2012	192.27
29435	FAHEY, ELLEN	03/29/2012	68.59
29436	FAIRVIEW	03/29/2012	14,000.00
29437	FASTENAL COMPANY	03/29/2012	123.83
29438	FESTIVAL FOODS-KNOWLAN'S	03/29/2012	1,333.66
29439	FINK, AVIS	03/29/2012	40.00
29440	FLINN SCIENTIFIC INC	03/29/2012	397.72
29441	FOREST LAKE HIGH SCHOOL	03/29/2012	100.00
29442	FULL COMPASS SYSTEMS LTD	03/29/2012	58.85
29443	FULTON, KYLE	03/29/2012	500.00
29444	G&K SERVICES	03/29/2012	477.15
29445	GALLAGHERS NORTHWESTERN TIRE C	03/29/2012	693.45
29446	GALLUP INC	03/29/2012	312.50
29447	GAMBONI, RICHARD A	03/29/2012	80.00
29448	GAMRADT, JILL	03/29/2012	8.99
29449	GARDEN & ASSOCIATES INC	03/29/2012	425.00
29450	GEMPLERS	03/29/2012	105.30
29451	GEPHART TRUCKING	03/29/2012	4,403.00
29452	GILLUND ENTERPRISES	03/29/2012	402.07
29453	Vendor Continued Check	03/29/2012	0.00
29454	Vendor Continued Check	03/29/2012	0.00
29455	GRAINGER	03/29/2012	3,793.68

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29456	GRANDMA'S BAKERY INC	03/29/2012	94.01
29457	GRAVLIN, MARLENE	03/29/2012	38.00
29458	GREAT RIVER OFFICE PRODUCTS	03/29/2012	206.84
29459	GREATAMERICA LEASING CORP	03/29/2012	508.02
29460	GREEN ACRES RECREATION	03/29/2012	150.00
29461	GRITZMACHER, SHAWN	03/29/2012	157.36
29462	GROTH MUSIC CO	03/29/2012	145.12
29463	GROUP TRAVEL PLANNERS	03/29/2012	6,708.00
29464	GULBRANSEN, THERESA J	03/29/2012	175.00
29465	HAFNER, LORI	03/29/2012	52.25
29466	HAMILTON, DONALD	03/29/2012	100.00
29467	HAMMEKEN, GRACIELA E	03/29/2012	653.79
29468	HAMPTON INN	03/29/2012	123.58
29469	HANSON, MARILYN	03/29/2012	140.13
29470	Vendor Continued Check	03/29/2012	0.00
29471	Vendor Continued Check	03/29/2012	0.00
29472	HEALTHPARTNERS	03/29/2012	983,027.56
29473	HEALY, JASON	03/29/2012	80.75
29474	HERC-U-LIFT	03/29/2012	1,044.92
29475	HISDAHL INC	03/29/2012	125.75
29476	HOANG, CONG	03/29/2012	90.00
29477	Vendor Continued Check	03/29/2012	0.00
29478	HOGLUND BUS AND TRUCK CO	03/29/2012	1,731.25
29479	HOLMES, JEFF	03/29/2012	1,214.80
29480	HUGO EQUIPMENT CO	03/29/2012	200.87
29481	INNOVATIVE OFFICE SOLUTIONS	03/29/2012	1,551.43
29482	INTEGRA TELECOM	03/29/2012	150.00
29483	IRGENS, LINDA S	03/29/2012	34.00
29484	ISD #621 PIKE LAKE EDUC CTR	03/29/2012	30.00
29485	JACOBS, HEATHER A	03/29/2012	593.85
29486	JIMMY JOHNS #869	03/29/2012	75.45
29487	JOHN DEERE LANDSCAPES	03/29/2012	150.70
29488	JOHN MERGES LICSW	03/29/2012	499.50
29489	JOYCE, DEBORAH	03/29/2012	72.18
29490	JUNIOR LIBRARY GUILD	03/29/2012	109.90
29491	JW PEPPER & SON INC	03/29/2012	73.93
29492	K PEARSON MECHANICAL LLC	03/29/2012	6,975.35
29493	K12 TRANSPORTATION MGMT SERVIC	03/29/2012	28,350.81
29494	KAAS, FRANCIS J	03/29/2012	325.00
29495	KASS, DONA	03/29/2012	38.91
29496	KATH, ABBY J	03/29/2012	38.27
29497	KATH FUEL OIL SERVICE CO	03/29/2012	27,023.88
29498	KEARN, BARBARA	03/29/2012	337.64
29499	KEM VENTURES INC	03/29/2012	399.60
29500	KITTELSON, LOU ANN	03/29/2012	109.56
29501	KITTS, HARRY	03/29/2012	251.00
29502	KNUTSON, CRAIGE L	03/29/2012	40.00
29503	KOLASA, THOMAS	03/29/2012	162.00
29504	KOTA PAINTING LLC	03/29/2012	6,915.00
29505	KUBITZ EDUCATIONAL SERVICES	03/29/2012	434.00

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29506	KUEMMEL, JANEEN	03/29/2012	35.31
29507	KULENKAMP, DAVID	03/29/2012	950.40
29508	KULLY SUPPLY COMPANY	03/29/2012	368.88
29509	KUSCHE, KRISTIN E	03/29/2012	537.50
29510	L & D SIGN	03/29/2012	164.80
29511	L'ALLIER CONCRETE INC	03/29/2012	12,710.00
29512	LAKESHORE LEARNING MATERIALS	03/29/2012	272.69
29513	LAKESHORE PLAYERS	03/29/2012	200.00
29514	LEE, CHARLOTTE L	03/29/2012	239.00
29515	LEIGH, ANNETTA K	03/29/2012	57.00
29516	LEMON, SARAH E	03/29/2012	175.59
29517	LEONARD, RITA	03/29/2012	49.50
29518	THE LEUKEMIA & LYMPHOMA SOCIET	03/29/2012	1,190.33
29519	LHB INC	03/29/2012	6,362.00
29520	LIBRARIANS BOOK EXPRESS LLC	03/29/2012	507.15
29521	LIBRARY STORE INC	03/29/2012	237.72
29522	LIBRARY VIDEO COMPANY	03/29/2012	160.04
29523	LIGHTHOUSE MANAGEMENT GROUP	03/29/2012	6,617.00
29524	LORENZ, JODI	03/29/2012	100.00
29525	LOVETT, MICHAEL J	03/29/2012	302.80
29526	L T G POWER EQUIPMENT	03/29/2012	129.29
29527	LYONS, CHRISTOPHER A	03/29/2012	35.99
29528	M-F ATHLETIC CO INC	03/29/2012	86.90
29529	M.A. APPAREL & PROMOTIONS	03/29/2012	514.16
29530	MAD SCIENCE OF MINNESOTA	03/29/2012	5,325.00
29531	Vendor Continued Check	03/29/2012	0.00
29532	Vendor Continued Check	03/29/2012	0.00
29533	Vendor Continued Check	03/29/2012	0.00
29534	MADISON NATIONAL LIFE	03/29/2012	56,724.31
29535	MANKE, ANNE	03/29/2012	43.25
29536	MANPOWER	03/29/2012	1,379.60
29537	MARSHALLA SPEECH AND LANGUAGE	03/29/2012	56.50
29538	MASE	03/29/2012	50.00
29539	MASTERGRAPHICS, INC	03/29/2012	410.00
29540	MAYER, ANTHONY G	03/29/2012	338.56
29541	MCDONOUGH'S WATERJETTING AND	03/29/2012	1,883.75
29542	MCDOWELL, ROBERT C	03/29/2012	371.05
29543	MCGRANE, MARY E	03/29/2012	308.29
29544	MERZER MALP, SHEILA	03/29/2012	125.00
29545	METRO ECSU	03/29/2012	80.00
29546	MIDWEST BUS PARTS INC	03/29/2012	119.96
29547	MIDWEST TECHNOLOGY PRODUCTS	03/29/2012	257.27
29548	MINNSPRA	03/29/2012	120.00
29549	MINVALCO INC	03/29/2012	698.50
29550	MN ASSOC OF STUDENT COUNCILS	03/29/2012	766.00
29551	MN DEPT OF HEALTH	03/29/2012	15.00
29552	MN POLLUTION CONTROL AGENCY	03/29/2012	1,084.00
29553	MN STATE HIGH SCHOOL LEAGUE	03/29/2012	661.00
29554	MN SWORD PLAY	03/29/2012	360.00
29555	MN TRANSPORTATION MUSEUM	03/29/2012	100.00

Check Nbr	Vendor Name	Check Date	Check Amount
29556	MOBILE RADIO ENGINEERING INC	03/29/2012	1,125.10
29557	MOHN, MONICA	03/29/2012	47.50
29558	MOORE, CYNTHIA	03/29/2012	889.50
29559	MUNDELL, GERALD	03/29/2012	408.70
29560	MUSEUM OF SCIENCE	03/29/2012	8,510.51
29561	MUSSER, BEVERLY	03/29/2012	26.00
29562	MUZAK LLC	03/29/2012	1,460.00
29563	MY KID CREATIONZ LLC	03/29/2012	480.00
29564	N2Y	03/29/2012	960.40
29565	NADEAU, MARGARET	03/29/2012	281.94
29566	NARDINI FIRE EQUIPMENT CO INC	03/29/2012	67.50
29567	NATL ARCHERY IN THE SCHOOLS PR	03/29/2012	629.16
29568	NASVIK, CRAIG S	03/29/2012	94.91
29569	NATL ASSOC OF SOCIAL WORKERS	03/29/2012	80.00
29570	NCPERS MINNESOTA	03/29/2012	480.00
29571	NEFF, KELLY B	03/29/2012	20.00
29572	NEXTEL COMMUNICATIONS	03/29/2012	820.12
29573	Vendor Continued Check	03/29/2012	0.00
29574	NORTH CENTRAL TRUCK EQUIPMENT	03/29/2012	3,865.20
29575	NORTHEAST METRO INTERMEDIATE D	03/29/2012	89,927.64
29576	NORTON, EMILY L	03/29/2012	40.00
29577	NOWAK, JEFFREY W	03/29/2012	150.00
29578	NYSTROM PUBLISHING CO INC	03/29/2012	11,945.05
29579	O'REILLY AUTOMOTIVE INC	03/29/2012	1,135.53
29580	OFFICE DEPOT	03/29/2012	85.77
29581	OLMSTEAD, DIANE M	03/29/2012	47.86
29582	ORDWAY CENTER FOR PERFORMING	03/29/2012	472.50
29583	PAR INC	03/29/2012	375.84
29584	PARTS NOW ! LLC	03/29/2012	207.60
29585	PETERSON BROS ROOFING & CONST	03/29/2012	635.56
29586	PICHA, CHRISTINA K	03/29/2012	1,747.63
29587	POGUE, REDDING	03/29/2012	3.99
29588	POLAR CHEVROLET MAZDA	03/29/2012	367.55
29589	POSTMASTER	03/29/2012	600.00
29590	PRESS PUBLICATIONS	03/29/2012	438.65
29591	PREVENTION PARTNERS	03/29/2012	70.98
29592	PRISSEL, JESSIE L	03/29/2012	60.88
29593	R & R SPECIALTIES INC	03/29/2012	32.45
29594	RAMSEY COUNTY PUBLIC HEALTH	03/29/2012	146.00
29595	RASMUSSEN, JEAN H	03/29/2012	360.19
29596	RATWIK ROSZAK & MALONEY PA	03/29/2012	1,445.50
29597	REITAN PIANO SERVICE	03/29/2012	155.00
29598	RENAISSANCE LEARNING INC	03/29/2012	86.71
29599	RENTAL REHAB & REPAIR	03/29/2012	4,915.00
29600	THE RETROFIT COMPANIES INC	03/29/2012	799.71
29601	RICHARDSON, SUSAN	03/29/2012	162.56
29602	RIPPLE EFFECTS	03/29/2012	614.00
29603	RISDALL MARKETING GROUP	03/29/2012	5,000.00
29604	ROVA-DUFFY, AMY E	03/29/2012	269.00
29605	RYUU ENDEAVORS INC	03/29/2012	127.50

Check Nbr	Vendor Name	Check Date	Check Amount
29606	S & T OFFICE PRODUCTS INC	03/29/2012	102.75
29607	SAFeway DRIVING SCHOOL	03/29/2012	8,680.00
29608	SAGDALEN, NATALIE R	03/29/2012	55.05
29609	SARGENT-WELCH	03/29/2012	589.05
29610	SCAN AIR FILTER INC	03/29/2012	558.27
29611	SCANTRON CORPORATION	03/29/2012	138.62
29612	SCHMITT MUSIC COMPANY	03/29/2012	84.70
29613	SCHOLASTIC BOOK FAIRS	03/29/2012	1,302.06
29614	SCHOOL NURSE SUPPLY INC	03/29/2012	25.85
29615	SCHOOL SPECIALTY	03/29/2012	119.07
29616	SCHOOLIDENTITY.COM	03/29/2012	96.00
29617	SECURITAS SEC SVCS USA INC	03/29/2012	3,200.64
29618	SEEVER, GRAY	03/29/2012	165.00
29619	SEHR, DEBRA	03/29/2012	710.59
29620	SENTRY SYSTEMS INC	03/29/2012	165.00
29621	SEVERSON, LAUREL	03/29/2012	204.00
29622	SHERRICK THERESA	03/29/2012	26.70
29623	SIMANSKI, KIMBERLY K	03/29/2012	166.58
29624	SKYWARD INC	03/29/2012	89,180.00
29625	SCHOOL NUTRITION ASSOC (SNA)	03/29/2012	43.25
29626	SNAP-ON TOOLS	03/29/2012	787.45
29627	SOLHEIM, KARI L	03/29/2012	129.87
29628	SORENSEN, CHRISTOPHER	03/29/2012	779.07
29629	SOUTHWEST BINDING & LAMINATING	03/29/2012	492.82
29630	ST PAUL LINOLEUM & CARPET COMP	03/29/2012	756.00
29631	STAPLES ADVANTAGE	03/29/2012	3,207.13
29632	STARUCK, DONNA M	03/29/2012	225.00
29633	STATE SUPPLY CO	03/29/2012	43.57
29634	STOREY, CATHY	03/29/2012	343.60
29635	STUCYNSKI, JILL L	03/29/2012	71.98
29636	SUBWAY	03/29/2012	125.70
29637	SUPER DUPER PUBLICATIONS	03/29/2012	99.85
29638	SWANSON, LORI A	03/29/2012	343.60
29639	TARGET CENTER	03/29/2012	544.00
29640	TCB MFG	03/29/2012	235.04
29641	TDS METROCOM - MN	03/29/2012	7,394.31
29642	TELIN TRANSPORTATION GROUP LLC	03/29/2012	238.87
29643	TIERNEY BROTHERS INC	03/29/2012	246.19
29644	TIES	03/29/2012	1,420.00
29645	TRADE PRESS INC	03/29/2012	1,633.53
29646	TROSKE, CARRIE	03/29/2012	216.47
29647	TRUMBLE, CINDY	03/29/2012	79.00
29648	TULBERG, AMY C	03/29/2012	175.00
29649	TWIN CITY GARAGE DOOR CO	03/29/2012	470.40
29650	TWIN CITIES TRANSPORT & RECOVE	03/29/2012	175.00
29651	UHL CO INC	03/29/2012	424.17
29652	UNIVERSITY OF MINNESOTA ATHLET	03/29/2012	125.00
29653	UNIVERSITY OF MINNESOTA	03/29/2012	8,808.75
29654	US FOODS CULINARY EQUIP & SUPP	03/29/2012	36.18
29655	VADNAIS HEIGHTS SPORTS COMPLEX	03/29/2012	214.25

Check Nbr	Vendor Name	Check Date	Check Amount
29656	VANG, CHA	03/29/2012	106.50
29657	VAPORTRAIL STRINGS & CABLES	03/29/2012	530.50
29658	VETTE, MARISA AA	03/29/2012	704.48
29659	VIKING ELECTRIC SUPPLY	03/29/2012	3,506.54
29660	VISI	03/29/2012	485.00
29661	VOYAGEUR	03/29/2012	250.00
29662	WALES ROBIN R	03/29/2012	47.56
29663	WATCH ME DRAW! LLC	03/29/2012	56.00
29664	WATTERS, LAURA J	03/29/2012	32.45
29665	WHITE BEAR GLASS INC	03/29/2012	447.00
29666	WERF	03/29/2012	150.00
29667	WESTERN PSYCHOLOGICAL SERVICES	03/29/2012	2,722.50
29668	WET PAINT	03/29/2012	16.85
29669	WILSON, ELIZABETH	03/29/2012	10.00
29670	WL HALL COMPANY	03/29/2012	2,009.00
29671	WOLFS DEN GUN SHOP	03/29/2012	3,663.00
29672	XCEL ENERGY	03/29/2012	1,819.02
29673	XIONG, XUE	03/29/2012	25.14
29674	YMCA OF THE GREATER TWIN CITIE	03/29/2012	83,851.24
29675	YOUTH ENRICHMENT LEAGUE	03/29/2012	2,345.00
29676	YOUTH FRONTIERS	03/29/2012	2,195.00
29677	YU, XIA	03/29/2012	800.00

322	Computer	Check(s) For a Total of	1,725,300.01
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Check Nbr	Vendor Name	Check Date	Check Amount
28675	INSTITUTE OF INTERNATIONAL EDU	03/29/2012	438.00
29221	RAMSEY-WASH METRO WATERSHED	03/29/2012	10,500.00
2	Void	Check(s) For a Total of	10,938.00

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: **April 9, 2012**

SUGGESTED DISPOSITION: **Operational Item**

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

Donation	Donor	Recipient
\$2,000	White Bear Lake Basketball Association	White Bear Lake Area High School Basketball Program
\$200	Hugo Lions Club	White Bear Lake Area High School Excellence Event
\$325	Richard and Kathryn Cochrane	White Bear Lake Area High School Excellence Event
\$650	Family Health Services Minnesota Banning Clinic	White Bear Lake Area High School Excellence Event
\$350	Janet Newberg and Dale Duthoy	White Bear Lake Area High School Excellence Event
\$325	Honsa Family Funeral Home	White Bear Lake Area High School Excellence Event
\$100	Mike and Carrie Simmons	White Bear Lake Area High School North Campus
\$50	Ameriprise Financial Annual Giving Campaign P.O. Box 7067 Princeton, NJ 08543-7067	Lincoln Elementary School
\$75	Mr. & Mrs. Oxton	Lincoln Elementary School

RECOMMENDATION: Accept donations.

AGENDA ITEM: Field Trip Request

MEETING DATE: April 9, 2012

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
Monday, 4/23/12 - Tuesday, 4/24/12 White Bear Country Inn & Suites White Bear Lake, Minnesota	Jeff Nowak	Mock Crash Program / South Campus	0	18	Total cost per student: \$0 Student Portion: \$0 Other Source(s): Rooms donated by Country Inn & Suites	Students & parents	The overnight is part of the Mock Crash Program that is occurring at South Campus on April 23 and 24. Students who are participating will be spending the night as part of the program.
Wednesday, 5/16/12 - Friday, 5/18/12 Camp Widiwagan Ely, Minnesota	Julie Stonehouse, Sarah Wagoner, Lori Felton	Matoska 5th Grade Team	3	81	Total cost per student: \$216 Student Portion: \$125 Other Source(s): Fund-raising	Coach buses (2)	Perfect fit with environment planner - all living things depend on the conditions of their environment. Curriculum goals - awareness/ and appreciation of natural environment and understanding of ecological concepts.
Tuesday, 6/26/12 - Friday, 6/29/12 Audubon Center of the North Woods Sandstone, Minnesota	Laura Watters and Mike Hamernick	White Bear Lake Area Learning Center - Science and Language Arts	0	25	Total cost per student: \$40 Student Portion: \$40 Other Source(s): Youth Development	District bus	Students will learn about the natural world to form a connection and commitment to the environment through experiential learning. The program is also designed to promote team building and leadership skill development.

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

RESIGNATION - CLASSIFIED STAFF

KRISTEN NEIS – Program Assistant Leader, Hugo Elementary
Employed by District 624 since 09/06/2011
Effective Date: 03/19/2012

RETIREMENT - CLASSIFIED STAFF

JODEL BLUMENTHAL – Software Specialist, District
Employed by District 624 since 08/26/1986
Effective Date: 05/31/2012

THOMAS KEHOE – Transportation Supervisor, Bus Garage
Employed by District 624 since 09/04/1973
Effective Date: 06/29/2012

RESIGNATIONS - CERTIFIED STAFF

NICOLE AHRENS – Equity/Integration Program Coordinator, On Leave
Employed by District 624 since 08/22/2002
Effective Date: 03/09/2012

STEPHANIE COLORES – Spanish Teacher, On Leave
Employed by District 624 since 08/26/2010
Effective Date: 03/19/2012

RETIREMENT - CERTIFIED STAFF

BARBARA BADE – Elementary Classroom Teacher, Willow Lane Elementary
Employed by District 624 since 08/27/1992
Effective Date: 06/08/2012

MARY DAHLE – Spanish Teacher, South Campus
Employed by District 624 since 02/11/1974
Effective Date: 06/08/2012

KATHLEEN WALCZNSKI – Elementary Classroom Teacher, Matoska International
Employed by District 624 since 08/22/1985
Effective Date: 06/08/2012

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

CHANGE IN CONTINUING CONTRACT - CERTIFIED STAFF
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LESA BRANDT – Speech & Language Pathologist, Elementary

From 1.00 f.t.e. to a .60 f.t.e.

Effective Date: 2012-2013 School Year

KRISTIN CHOUINARD – Speech & Language Pathologist, Elementary

From 1.00 f.t.e. to a .80 f.t.e.

Effective Date: 2012-2013 School Year

DEBORAH DRAEGER – SPED Teacher, Elementary

From .90 f.t.e. to a .80 f.t.e.

Effective Date: 2012-2013 School Year

MICHELLE GRATZ – TITLE, Elementary

From 1.00 f.t.e. to a .70 f.t.e.

Effective Date: 2012-2013 School Year

KADI GROPPOLI – Occupational Therapist, Elementary/Secondary

From 1.00 f.t.e. to a .80 f.t.e.

Effective Date: 2012-2013 School Year

ERIN HOFF – EL Teacher, Secondary

From 1.00 f.t.e. to a .70 f.t.e.

Effective Date: 2012-2013 School Year

LAURA KRUEGER – EL Teacher, Secondary

From 1.00 f.t.e. to a .90 f.t.e.

Effective Date: 2012-2013 School Year

JANIS MCDANIELS – Speech & Language Pathologist, Elementary

From 1.00 f.t.e. to a .60 f.t.e.

Effective Date: 2012-2013 School Year

DANIELLE PERRIER MILLER – School Psychologist, Elementary

From 1.00 f.t.e. to a .80 f.t.e.

Effective Date: 2012-2013 School Year

TRACY PRESSELER – SPED, Elementary

From 1.00 f.t.e. to a .80 f.t.e.

Effective Date: 2012-2013 School Year

LEAVE OF ABSENCE - CLASSIFIED STAFF
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MICHELLE GRANAT – Pupil Support Assistant, Normandy Park

Employed by District 624 since 04/26/1999

Effective Dates: 12/21/2011 through 06/06/2012

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

LEAVE OF ABSENCE - CLASSIFIED STAFF

MARY LARSON – Pupil Support Assistant, Sunrise Middle School
Employed by District 624 since 09/03/2001
Effective Dates: 04/02/2012 through 06/07/2012

LEAVE OF ABSENCE - CERTIFIED STAFF

BRADLEY ENGEN – Social Studies Teacher, Sunrise Middle School
Employed by District 624 since 08/21/1997
Effective Dates: 12/07/2011 through 04/09/2012

JENNIFER HANSEN – Elementary Classroom Teacher, Lincoln Elementary
Employed by District 624 since 08/27/2009
Effective Dates: 03/05/2012 through 06/08/2012

KARLA HARDING – Elementary Classroom Teacher, Matoska International
Employed by District 624 since 08/23/1999
Effective Dates: 12/14/2011 through 03/23/2012

JENNIFER HOWARD – Mathematics Teacher, North Campus
Employed by District 624 since 08/24/2006
Effective Dates: 01/10/2012 through 03/23/2012

AMANDA VERNON – Mathematics Teacher, North Campus
Employed by District 624 since 08/21/2008
Effective Dates: 03/26/2012 through 06/08/2012

JACLYN WHITCOMB-BREMER – FACS Teacher, South Campus
Employed by District 624 since 08/21/2003
Effective Dates: 03/08/2012 through 06/08/2012

FULL-TIME LEAVE REQUESTS, 2012-2013 - CERTIFIED STAFF

KARLA LAUERMAN CUMMINS – Social Studies Teacher, Secondary
First Year General Leave Request
Effective Date: 2012-2013 School Year

AMANDA JESKE – Language Arts Teacher, Secondary
First Year General Leave Request
Effective Date: 2012-2013 School Year

NANCY MCGINLEY MYERS – Spanish Teacher, Secondary
First Year General Leave Request
Effective Date: 2012-2013 School Year

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

FULL-TIME LEAVE REQUESTS, 2012-2013 - CERTIFIED STAFF

JOSEPHINE ROBINSON – Guidance Counselor, Secondary
First Year General Leave Request
Effective Date: 2012-2013 School Year

SUSAN MOSES-ZIRKES – School Psychologist, Elementary
First Year General Leave Request
Effective Date: 2012-2013 School Year

PART-TIME LEAVE REQUESTS - 2012-2013 - CERTIFIED STAFF

CRYSTAL BUTTERS – TITLE Teacher, Elementary
.20 Leave (.80 position)
Effective Date: 2012-2013 School Year

JANE EDGELL - ECSE Teacher, Elementary
.30 Leave (.70 position)
Effective Date: 2012-2013 School Year

ELIZABETH EVERT – Spanish Teacher, Secondary
.20 Leave (.80 position)
Effective Date: 2012-2013 School Year

KERRY FEIRN – Spanish Teacher, Secondary
.40 Leave (.60 position)
Effective Date: 2012-2013 School Year

KRISTIN FRY – Communications Teacher, Secondary
.30 Leave (.70 position)
Effective Date: 2012-2013 School Year

SARAH FUHRMAN – Social Worker, Secondary
.20 Leave (.80 position)
Effective Date: 2012-2013 School Year

EMILY GALLATIN – TITLE Teacher, Elementary
.15 Leave (.85 position)
Effective Date: 2012-2013 School Year

WENDY HOERNMANN – Science Teacher, Secondary
.20 Leave (.80 position)
Effective Date: 2012-2013 School Year

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

PART-TIME LEAVE REQUESTS - 2012-2013 - CERTIFIED STAFF

ERIN HOFF – EL Teacher, Secondary
Employed by District since 08/24/1998
Effective Dates: 08/27/2012 through 01/22/2013

SAMANTHA MEYER – School Psychologist, Elementary
.50 Leave (.50 position)
Effective Date: 2012-2013 School Year

CATHERINE OLSON – Mathematics Teacher, Secondary
.20 Leave (.80 position)
Effective Date: 2012-2013 School Year

HANNAH PADDOCK – Elementary Classroom Teacher, Elementary
.50 Leave (.50 position)
Effective Date: 2012-2013 School Year

REBECCA PETERSON – Learning Skills Specialist/TITLE, Elementary
.40 Leave (.60 position)
Effective Date: 2012-2013 School Year

PETER PITTMAN - Science Teacher, Secondary
.30 Leave (.70 position)
Effective Date: 2012-2013 School Year

ANDREA SHOUP – Guidance Counselor, Secondary
.40 Leave (.60 position)
Effective Date: 2012-2013 School Year

SHANNON TREICHEL – Spanish Teacher, Secondary
.20 Leave (.80 position)
Effective Date: 2012-2013 School Year

JACLYN WHITCOMB-BREMER – FACS Teacher, Secondary
.10 Leave (.90 position)
Effective Date: 2012-2013 School Year

NEW PERSONNEL - CLASSIFIED STAFF

JENNIFER DURAND – Computer/Playground Assistant, Hugo Elementary
\$15.25/ hr. 3.25 hrs. /day \$14.75/ hr. .75 hr. /day 61 days \$3,698.13
Effective Date: 03/12/2012

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

NEW PERSONNEL - CLASSIFIED STAFF

NICOLE KRUSE – Part-Time Cook, North Campus
\$12.83/ hr. 3.25 hrs. /day 53 days \$2,209.97
Effective Date: 03/26/2012

DUNJA PELTO – Archivist, District Center
\$15.50/ hr. 20-25 hours per week on timesheet
Effective Date: 04/03/19/2012 thru 06/29/2012

DAVID SCHWARTZ – Truck/Delivery Driver, Normandy Park
\$17.40/ hr. 8.00 hrs. /day 75 days, \$10,440.00
Effective Date: 03/19/2012

ASHLEY VANDERBILT – Program Assistant Leader, Hugo Elementary
\$11.85/ hr. 5.50 hrs. /day 65 days, \$4,236.38
Effective Date: 04/02/2012

NEW PERSONNEL - CERTIFIED STAFF

RYAN BARTLETT – Physical Education Teacher/Football Coach, South Campus
BA, Step 1 \$37,219.00
Effective Date: 2012-2013 School Year

ABBY STENSRUD – Spanish Teacher, Central Middle School
BA, Step 1 \$37,219.00
Effective Date: 2012-2013 School Year

LONG TERM SUBSTITUTE - CERTIFIED STAFF

CHRISTINE CARNEY – Mathematics Teacher, North Campus
BA, Step 1 \$10,340.55
Effective Dates: 03/26/2012 through 06/08/2012

DANIELLE CESARE – Elementary Classroom Teacher, Oneka Elementary
BA, Step 1 \$6,768.36
Effective Dates: 04/20/2012 through 06/08/2012

SUSAN FISH – TITLE Teacher, Vadnais Elementary
BA, Step 2 \$8,134.56
Effective Dates: 03/12/2012 through 06/08/2012

MARILYN MOREAU – Kindergarten Teacher, Lincoln Elementary
BA+15, Step 10 \$13,927.65
Effective Dates: 03/26/2012 through 06/08/2012

2012 Spring Activities

Adapted Softball

Head Coach (Step 2)	Joe Dustin	Spring	\$2,936	01-320-292-123-000-180
Asst. Coach (Step 2)	Lauri Fontano	Spring	\$2,055	01-320-292-123-000-180

Baseball

Head Coach (Step 3)	Jeff Wagner	Spring	\$4,912	01-320-294-105-000-180
Asst. Coach V (Step 3)	Marc Braeger	Spring	\$3,438	01-320-294-105-000-180
Asst. Coach JV (Step 3)	Ryan Fitzpatrick	Spring	\$3,438	01-320-294-105-000-180
Asst. Coach B (Step 3)	Tim Sager	Spring	\$3,438	01-320-294-105-000-180
Asst. Coach Grd 9 (SAA)	Bill Capacasa	Spring	\$2,800	01-320-294-105-000-180

Boys Golf

Head Coach (Step 3)	Craig Nasvik	Spring	\$4,017	01-320-294-109-000-180
Asst. Coach (Step 3)	Jon Anderson	Spring	\$2,812	01-320-294-109-000-180

Girls Golf

Co-Head Coach	Kimberly Lee	Spring	\$3,415	01-320-296-109-000-180
Co-Head Coach	Gary Huber	Spring	\$3,415	01-320-296-109-000-180

Boys Lacrosse

Head Coach (Step 3)	Brandon Husak	Spring	\$5,253	01-320-296-129-000-180
Asst. Varsity Coach (Step 3)	Matt Ribar	Spring	\$3,677	01-320-296-129-000-180

Girls Lacrosse

Head Coach (Step 3)	Mindy Evers	Spring	\$5,253	01-320-296-129-000-180
Asst. Coach (Step 1)	Jamie Shepard	Spring	\$3,309	01-320-296-129-000-180
Asst Coach (Step 1 SAA)	Jonathan Kimple	Spring	\$2,500	01 320 296 129 000 180

Softball

Head Coach (Step 2)	Kaity Wightman	Spring	\$4,420	01-320-296-114-000-180
Asst. Coach V (Step 2)	Chelsey Pope	Spring	\$3,266	01-320-296-114-000-180
Asst. Coach B (Step 2)	Erin Synan	Spring	\$3,266	01-320-296-114-000-180

Asst. Coach Grd 9 (Step 1)	Jessica Paczosa	Spring	\$3,094	01-320-296-114-000-180
Boys Tennis				
Head Coach (Step 1)	Christine Anderson	Spring	\$3,893	01-320-294-116-000-180
Asst. Coach (Step 1) (.74)	Jackson Farley	Spring	\$2,000	01-320-294-116-000-180
Asst. Coach (Step 1) (.26)	Seth Salenger	Spring	\$725	01-320-294-116-000-180
Boys Track				
Head Coach (Step 3)	Tom Paulson	Spring	\$5,099	01-310-294-117-000-180
Asst Coach (Step 3)	Doug Hicks	Spring	\$3,569	01-310-294-117-000-180
Asst Coach (Step 3)	Dan Destache	Spring	\$3,569	01-310-294-117-000-180
Asst Coach (Step 3)	Dan Rossiter	Spring	\$3,569	01-310-294-117-000-180
Asst Coach (Step 3)	Dan Kovacich	Spring	\$3,569	01-310-294-117-000-180
Asst Coach (Step 2)	Tony Walfoort	Spring	\$3,391.00	01-310-294-117-000-180
Girls Track				
Head Coach (Step 3)	Richard Samuelson	Spring	\$5,099	01-320-296-117-000-180
Asst. (Step 3)	Chuck Stuemke	Spring	\$3,569	01-320-296-117-000-180
Asst. (Step 3)	Patti Percival	Spring	\$3,569	01-320-296-117-000-180
Asst. (Step 2)	Alex Chapman	Spring	\$3,391	01-320-296-117-000-180
Asst. (Step 1)	Aime Fillmore	Spring	\$3,212	01-320-296-117-000-180
Asst (Step 1)	Shannon Grant	Spring	\$3,212	01-320-296-117-000-180
TrapShooting				
Head Coach (Step 3)	Keith Steadland	Spring	\$312.75	01 005 105 000 000 199
Asst. (Step 3)	Kirk Johnson	Spring	\$312.75	01 005 105 000 000 199
Asst. (Step 1)	Barb Schultz	Spring	\$312.75	01 005 105 000 000 199
Asst. (Step 1)	Tom Gunderson	Spring	\$312.75	01 005 105 000 000 199

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: **Middle School Update**

MEETING DATE: **April 9, 2012**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **David Law, Assistant Superintendent**
Dr. Noel Schmidt, Principal, Central Middle School
Dr. Bob McDowell, Principal, Sunrise Middle School

Background:

Each month we have highlighted innovation and changes in our programing, emphasizing elementary schools in January, our preschool program in February, and innovation at the high school level last month.

This evening Middle School Principals Dr. Schmidt and Dr. McDowell will be with us to highlight several programs that make our middle schools exciting and engaging for our students.

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **April 9, 2012**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent of Schools**

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: **School Board Policy 624, Online Learning Options**
MEETING DATE: **April 9, 2012**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **David Law, Assistant Superintendent**

Background:

School Board Policy 624, Online Learning Options, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

Recommendation: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the May 14 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: _____
Revised: _____

White Bear Lake Area School District Policy 624

624 ONLINE LEARNING OPTIONS

I. PURPOSE

The purpose of this policy is to recognize and govern online learning options of students enrolled in the school district for purposes of compulsory attendance and address enrollment of students with an online learning provider for supplemental or full-time online learning.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall not prohibit an enrolled student from applying to enroll in online learning.
- B. The school district shall grant academic credit for completing the requirements of an online learning course or program.
- C. The school district shall allow an online learning student to have the same access to the computer hardware and education software available in the school district as all other students in the school district.
- D. The school district shall continue to provide non-academic services to online learning students.
- E. Online learning students may participate in the extracurricular activities of the school district on the same basis as other enrolled students.

III. DEFINITIONS

- A. "Enrolling district" means the school district or charter school in which a student is enrolled under Minn. Stat. § 122A.22, Subd. 4, for purposes of compulsory education.
- B. "Full-time online provider" means an enrolling school authorized by the Minnesota Department of Education (MDE) to deliver comprehensive public education at any or all of the elementary, middle, or high school levels.
- C. "Online course syllabus" is a written document that an online learning provider transmits to the enrolling school district using a format prescribed by the Commissioner of MDE (Commissioner) to identify the state academic standards embedded in an online course, the course content outline, required course assessments, expectations for actual teacher contact time, and other student-to-teacher communications, and the academic support available to the online learning student.

- D. “Online learning” is an interactive course or program that delivers instruction from a teacher to a student by computer, is combined with other traditional delivery methods that include frequent student assessment and may include actual teacher contact time, and meets or exceeds state academic standards.
- E. “Online learning student” is a student enrolled in an online learning course or program delivered by an authorized online learning provider.
- F. “Online learning provider” is school district, an intermediate school district, or an organization of two or more school districts operating under a joint powers agreement, or a charter school located in Minnesota that provides online learning to students.
- G. “Student” is a Minnesota resident enrolled in a public school, a nonpublic school, church or religious organization, or home school in which a child is provided instruction in compliance with Minn. Stat. §§ 120A.22 and 120A.24.
- H. “Supplemental online learning” means an online course taken in place of a course period during the regular school day at a local district school.

IV. PROCEDURES

A. Dissemination and Receipt of Information

1. The school district shall make available information about online learning to all interested people. The school district may utilize the list of approved online learning providers and online learning courses and programs developed, published, and maintained by MDE.
2. The school district will receive and maintain information provided to it by online learning providers.
3. The online learning provider must report or make available information on an individual student’s progress and accumulated credit to the student, the student’s parent, and the enrolling district in a manner specified by the Commissioner unless the enrolling district and the online learning provider agree to a different form of notice and notify the Commissioner.
4. The enrolling district must designate a contact person to help facilitate and monitor the student’s academic progress and accumulated credits toward graduation.

B. Student Enrollment

1. A student may apply for full-time enrollment in an approved online learning program. The student must have the written consent of a parent or guardian to do so if the student is under eighteen (18) years of age.

2. The student and the student's parents must submit an application to the online learning provider and identify the student's reason for enrolling. An online learning provider that accepts a student under this section must notify the student and the enrolling district in writing within ten days if the enrolling district is not the online learning provider. The student and the student's parent must notify the online learning provider of the student's intent to enroll in online learning within ten days of being accepted, at which time the student and the student's parent must sign a statement indicating that they have reviewed the online course or program and understand the expectations of enrolling in online learning. The online learning provider must use a form provided by MDE to notify the enrolling district of the student's application to enroll in online learning.
3. The supplemental online learning notice to the enrolling district when a student applies to the online learning provider will include the courses or program, credits to be awarded, and the start date of the online course or program. An online learning provider must make available the supplemental online course syllabus to the enrolling district. Within 15 days after the online learning provider makes information in this paragraph available to the enrolling district, the enrolling district must notify the online provider whether the student, the student's parent, and the enrolling district agree or disagree that the course meets the enrolling district's graduation requirements. A student may enroll in a supplemental online learning course up to the midpoint of the school district's term. The school district may waive this requirement for special circumstances with the agreement of the online learning provider.
4. An online learning course or program that meets or exceeds a graduation standard or the grade progression requirement of the enrolling district as described in the provider's online course syllabus meets the corresponding graduation requirements applicable to the student in the enrolling district. If the enrolling district does not agree that the course or program meets its graduation requirements, then the enrolling district must make available an explanation of its decision to the student, the student's parent, and the online provider; and the online provider may make available a response to the enrolling district, showing how the course or program meets the graduation requirements of the enrolling district.
5. An online learning student may enroll in supplemental online learning courses equal to a maximum of 50 percent of the student's full schedule of courses per term during a single school year, and the student may exceed the supplemental online learning registration limit if the enrolling district permits for supplemental online learning enrollment above the limit, or if the enrolling district and the online learning provider agree to the instructional services. To enroll in more than 50 percent of the student's full schedule or courses per term in online learning, the student must qualify to exceed the supplemental online learning registration limit or

apply to enroll in an approved full-time online learning program consistent with Paragraph IV.B.2. above. Full-time online learning students may enroll in classes at a local school under a contract for instructional services between the online learning provider and the school district.

6. An online learning student may complete course work at a grade level that is different from the student's current grade level.
7. An online learning student may enroll in additional courses with the online learning provider under a separate agreement that includes terms for paying any tuition or course fees.

C. Classroom Membership and Teacher Contact Time

1. The enrolling district may reduce an online learning student's regular classroom instructional membership in proportion to the student's membership in online learning courses.
2. The school district may reduce the course schedule of an online learning student in proportion to the number of online learning courses the student takes from an online learning provider other than the school district.
3. A teacher with a Minnesota license must assemble and deliver instruction to enrolled students receiving online learning from an enrolling district. The delivery of instruction occurs when the student interacts with the computer or the teacher and receives ongoing assistance and assessment of learning. The instruction may include curriculum developed by persons other than a teacher holding a Minnesota license.
4. The online provider must give the Commissioner written assurance that all courses meet state academic standards and the online learning curriculum, instruction, and assessment expectations for actual teacher contact time or other student-teacher communications and academic support meet nationally recognized standards and are described as such in an online syllabus that meets the Commissioner's requirements.

D. Academic Credit; Graduation Standards or Requirements

1. The school district shall apply the same graduation requirements to all students, including online learning students.
2. The school district shall use the same criteria for accepting online learning credits or courses as it does for accepting credits or courses for nonresident transfer students under Minnesota law.
3. The school district may challenge the validity of a course offered by an online learning provider. Such a challenge will be filed with MDE.

4. The school district shall count secondary credits granted to an online learning student toward its graduation and credit requirements.
5. If a student completes an online learning course or program that meets or exceeds a graduation standard or grade progression requirement at the school district, that standard or requirement will be met.

Legal References: Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 120A.24 (Reporting)
Minn. Stat. § 123B.42, Subd. 1 (Curriculum; Electronic Components)
Minn. Stat. § 124D.03 (Enrollment Options Program)
Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Act)
Minn. Stat. § 124D.095 (Online Learning Option Act)

Cross References: WBLASD Policy 509 (Enrollment of Nonresident Students)
WBLASD Policy 605 (Alternative Programs)
WBLASD Policy 608 (Instructional Services – Special Education)
WBLASD Policy 613 (Graduation Requirements)

AGENDA ITEM: **School Board Policy 712, Video Surveillance Other Than on Buses**

MEETING DATE: **April 9, 2012**

SUGGESTED DISPOSITION: **Discussion Item**

CONTACT PERSON(S): **David Law, Assistant Superintendent**

Background:

School Board Policy 712, Video Surveillance Other Than on Buses, has been reviewed by the School Board Policy Committee and is recommended for a first reading. The changes recommended are consistent with those recommended by MSBA.

Recommendation: To review the policy and provide suggestions or feedback to the administration, with the policy placed on the May 14 School Board meeting agenda or subsequent meeting as an operational item for action.

Adopted: December 9, 1996

Revised: September 8, 1997

Revised: March 7, 2011

*White Bear Lake Area
School Board Policy 712*

712 VIDEO SURVEILLANCE OTHER THAN ON BUSES

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

A. Placement

1. School district buildings and grounds may be equipped with video cameras or with a fully enclosed box for placement and operation of a video camera.
2. Video surveillance may occur in any school district building or on any school district property.
3. Video surveillance will normally not be used in bathrooms or locker rooms, although these areas may be placed under surveillance by individuals of the same sex as the occupants of the bathrooms or locker rooms. Video surveillance in bathrooms or locker rooms will only be utilized in extreme situations, with extraordinary controls, and only as expressly approved by the superintendent.

B. Use of Video Recording

1. Video recording will be viewed by school district personnel on a random basis and/or when problems have been brought to the attention of the school district.
2. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g and the rules and/or regulations promulgated thereunder.

C. Security and Maintenance

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

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

Cross Reference: WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 515 (Protection and Privacy of Student Records)
WBLASB Policy 709 (Student Transportation Safety Policy)
WBLASB Policy 711 (Video Recording on School Buses)
MSBA Service Manual, Chapter 2, Transportation

E. OPERATIONAL ITEMS

AGENDA ITEM: World Language Program Review

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Ann Malwitz, Professional Learning and Development Coordinator
David Law, Assistant Superintendent
Dr. Lovett, Superintendent

Background:

We have attached a copy of the World Language Program Review and recommendation. The basis of the review committee focused on Strategic Action Plan II.1, which reads as follows:

All students will expand their global perspective through the study of world language and culture at the elementary schools.

As described in the attached materials, this evening's action will implement either Spanish or Chinese as an embedded program for grades four and five throughout the District beginning in 2012-13, with further expansion to grades K-3 in 2013-14. We will make other adjustments in accordance with the attached document.

Recommendation:

Add world language at grades four and five beginning with the 2012-13 school year, with Spanish taught at Birch Lake Elementary, Hugo/Oneka Elementary, Lakeaires Elementary, Matoska International Baccalaureate World School, Otter Lake Elementary, and Willow Lane Elementary, and Mandarin Chinese taught at Lincoln Elementary and Vadnais Heights Elementary; and proceed with other recommendations on phase one and phase two of the attached program review, with additional specific recommendations returning to the Board for action at future dates.

World Language Program Review and Recommendations

Background:

At our February and March work-study sessions, Professional Learning and Development Coordinator Ann Malwitz provided extensive presentations on the work of the elementary world language review committee.

She had previously met with the School Board twice, once in November to provide an overview of the world language review committee design, and then in February to provide an update on progress.

At the basis of this important program review committee is strategic action plan II.1, which reads as follows: *All students will expand their global perspective through the study of world language and culture at the elementary schools.*

This review committee ran parallel to the secondary world language review committee, chaired by Gretchen Harriman. While these two committees began on parallel tracks, the secondary program review completed their work earlier, presenting to the School Board in November, and resulting in two major recommendations to the School Board; approved by the School Board in December:

1. Expansion of American Sign Language to level three; and
2. The addition of Chinese as a world language beginning with grade 6 in the 2012-13 school year, and as a course offering in grades 9-12 with the expectation of a three year sequence to College in the Schools, a college credit course offered through the University of Minnesota.

The specific plan contains additional recommendations designed to strengthen our world language program consistent with strategic specific action plan II.2.

Findings and Recommendations of the Elementary World Language Review

The elementary review committee, which had at least one representative (either a parent or staff) from each of our elementary schools, did extensive research on best practice in elementary world language, including work with representatives from the nationally renowned CARLA Center at the University of Minnesota; an extensive review of offerings of area school districts; and site visits to a wide-range of programs.

The full report provided to the School Board at the February and March work-study sessions, is attached. This represents the summary of work presented at both meetings and is updated for this evening's School Board meeting.

As part of the research, the committee developed and sent out a survey of parental and family interest in an elementary world language. As of the March 26 work-study session, the District

had received more than 1,050 responses. Responses from individual schools ranged from 24% to 56% of the parents in each school, making this a strong representative sample.

Key findings of this survey include the following:

1. Parents strongly favor the addition of world language at the elementary level.
Survey results indicated that 90% of parents either agree or strongly agree that it is important for their child to have opportunities to begin a world language prior to entering middle school. It is above 90% among the more than 350 parents currently with preschool children.
2. Presented with a range of options on how world language would be delivered,
80% preferred the model in which the students would receive world language during the school day ranging from 8 or 10 times per year to 2 or 3 times per week.
3. Another 20% of parents expressed an interest for either a partial or full immersion
program, a model in which the target language is embedded into the school day with actual instruction given in the target language. Support for immersion was even stronger among the parents of preschoolers; they most likely are the target audience in that immersion generally needs to begin at kindergarten or first grade; among preschool parents the interest in immersion program is 24%.

Review by the Administration

District and Administrative Review

In addition to the presentation to the School Board, administrative team members presented the information to the Parent Leaders Forum (representatives of the District's PTO and PTA), the secondary world language department, and elementary principals.

Because of the significant ramifications this has for the elementary school program, during the month between the February initial presentation and the March presentation elementary principals have made extensive analysis and examination of practices in other districts to determine how the program could be phased in close to a cost neutral basis.

The recommendations emerging from the work of the elementary principals, superintendent's cabinet, and superintendent are as follows:

1. That the implementation of a world language program be divided into two phases with phase one implemented into 2012-13 and phase two in 2013-14.
2. Phase one would add world language instruction in grades four and five for the 2012-13 year and beyond as follows:
 - At the fourth and fifth grade level each White Bear Lake Area Elementary School would provide ninety minutes of instruction in a target language every

six days in lieu of media specialist time. To understand this change it is important to understand that at the elementary level in grades 1 through 5, as part of meeting the state requirement for elementary teacher preparation time, the district has a schedule in which every third day students receive forty-five minutes of music, physical education and media.

- With this change the students would receive forty-five minutes of music, physical education and world language every third day.
- Media staffing would be reduced in that the media specialist would no longer be providing direct instruction at the fourth and fifth grade level; however, the elementary schedules would be built so that the media specialists have some flexible time to meet with fourth and fifth grade teachers to jointly plan embedding media technology outcomes into the regular classroom instruction, or to jointly teach classes. Instructionally, the media center continues to be open for fourth and fifth grade students on a regular basis and full use of the services. However, media outcomes are embedded into the regular classroom instruction, rather than be taught independently by the media specialist.

3. Phase one would include some world language exposure for grades K-3.

- For 2012-13 the District will expand the relationship with Concordia Language Villages initiated on a pilot basis with grades four and five. For next year, students in grades kindergarten through grade three will have some exposure to the school's target language through visits by the staff from Concordia Language Villages or other strategies which fit both the model and our budgetary resources.

4. Choice of Target Language

After a through review the overall results which indicated that 96% of parents expressed a preference for Spanish as one of the top two languages and more than two-thirds expressed an interest in Mandarin Chinese as their top two choices, the schools, after further review of their own survey data and previous conversations within their school community, recommended the following languages:

Spanish will be offered as the target language in:

Birch Lake Elementary
Hugo/Oneka Elementary
Lakeaires Elementary
Matoska Elementary
Otter Lake Elementary
Willow Elementary

Mandarin Chinese will be offered as the target language in:
Lincoln Elementary
Vadnais Heights Elementary

5. Phase Two

- Over the next six months, the District administration, including principals and other representatives from each school site, will fine tune the recommendations for expanding the program to kindergarten through third grade, using the same school based targeted languages will be phased-in for 2012-13.
- In addition, we will carefully review the phase one implementation and continue to develop and refine the curriculum scope and sequence for grade level proficiency targets.
- Based on the fact that 24% of preschool parents expressed an interest in half-day or full-day immersion, the District will continue to study the potential of immersion program or programs effective for the 2013-14 school year.

Preliminary recommendations on phase two will be made to the School Board by November of 2012.

6. Other Considerations

The importance of world language at the elementary level

The elementary program review provided compelling support for the importance of elementary school students learning a world language in addition to proficiency to English.

However, based on the committee's research, the District recognizes parents may have many questions about world language, including the differences of what children will learn under the different model. Hence, as an important component of this recommendation, the District will provide information and informational presentations to parents to learn more about a world language and how children can learn a world language.

Based on the research and findings of the world language elementary committee it is more important for students to have a world language experience. The research also demonstrates that no matter what language children are learning as a second language in school, the lessons learned are easily transferable to another language.

In other words, students who are in the Spanish program or Chinese program will be equally well prepared in terms of world language experience.

At grade six students will have an opportunity to choose from Chinese, German, French or Spanish.

The District will continue current practice in giving families an opportunity to enroll in whichever school they wish. Transportation will continue to be provided to the student's neighborhood school and Matoska International Baccalaureate World School. Matoska currently embeds Spanish in grades K -5, and will not be affected by this expansion of world language to the other sites. Currently, Matoska International is offering at grades K through five the equivalent to ninety minutes every six days and current plans are to continue to do so.

AGENDA ITEM: Secondary Guidance and Counseling Recommendation

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Tim Wald, Principal, South Campus
David Law, Assistant Superintendent
Dr. Lovett, Superintendent

Background:

The attached summary of our secondary guidance and counseling program review and recommendations reflects the administrative summary of the significant work done by members of our secondary guidance and counseling staff and our administration. They are based on the extensive program review presented to the School Board at the March work-study session.

We appreciate the work of all those involved and look forward to the significant improvements in program and support for our students and families which will result from these recommendations. This agenda relates directly to Strategic Plan I.2 as follows:

All students will have an ongoing plan for post-secondary readiness that will be monitored from grades 6 through 12 and all students will have the academic skills to be successful in a post-secondary institution.

Recommendation:

That the District increase the allocation of the counselors at the 9-12 level from the current 6.5 FTE to 8.0 FTE, and at the middle school from 4.0 FTE to 4.5 FTE, and proceed with the other recommendations shown on the attached pages.

Summary of Secondary Guidance and Counseling Recommendations

At our March 26 work-study session, the School Board heard an extensive report on the White Bear Lake Area Schools Secondary Counseling Review. This review was led by WBLAHS - South Campus Principal Tim Wald, Assistant Superintendent David Law, and members of the 6-12 guidance and counseling department as part of the broader efforts to achieve strategic specific action plan I.2, which reads as follows: All students will have an ongoing plan for post-secondary readiness that will be monitored from grades 6 through 12 and all students will have the academic skills to be successful in a post-secondary institution.

I want to acknowledge appreciation for the work of the staff and administration who participated in this program review, for Dr. Herting-Wahl, Associate Professor in Education Psychology with the University of Minnesota, who facilitated the group through the majority of its work, and to the many students, parents, and staff who responded to surveys that were part of the program review.

Subsequent to receiving the report, the administration has carefully reviewed the findings, and this evening will make recommendations to begin to carry out what we see has some of the most critical steps relating to our specific strategic action plan I.2.

Recommendations:

1. The administration supports the framework of the American School Counselor Association (ASCA) best practice framework for school counseling programs. This model, as described in the report, represents an important improvement over the status quo and, if properly implemented with fidelity, will be an important contributor to meeting our important strategic goal.
2. Staffing – Upon review of the report and the data on which the report is based, the administration has concluded that the model with the greatest likelihood of success at the White Bear Lake Area High School is a four year looping model. To successfully implement this model, the administration believes that we need to increase our counseling staff at the high school level from the current 6.5 FTE to 8.0 FTE, which would enable us to assign two guidance counselors at each grade level 9 through 12.

Based on the review of the evidence and on successful practices in place in other districts, we believe there is compelling reason and justification to assign the counselors to stay matched with the students as they progress from 9th grade through graduation from high school. This will offer students the consistency of one professional who can guide them through each step of the process from middle school to the entrance of a post secondary institution. The strength of the 4-year relationship between the guidance counselor and the students will most effectively assure all students are confident about their post-secondary planning.

3. The administration will continue to review the position of a counselor whose primary responsibility is college counseling, with the potential of phasing in a college counselor during the 2013-14 school year.
4. Professional Development – The administration recognizes that there is a significant amount of professional development essential for the implementation of the model, and we will work with the high school and guidance department to make sure that training and support are available.
5. Software and Materials – The administration concurs that an expansion of the *Naviance* program in combination with the Minnesota Career System is an important part of the delivery and will assure that adequate resources are in the budget to make the purchase and maintenance of these programs available to our staff and students.
6. At the middle school level, the administration will increase staffing by .5 FTE at Central Middle School, recognizing the differential in enrollment, and will continue to work with our middle school counselors and our 6-12 program to determine additional steps between Sunrise and Central Middle Schools. Working with the department and middle school administration, we will consider additional improvements for the 2013-14 school year.

Budgetary Ramifications:

As reflected in the action on 2012-13 budget adjustments (E-3 in this evening's agenda), the additional cost will be balanced by internal shifts in the overall budget. The final budget will be recommended to the School Board in June for 2012-13 school year.

This evening's action allows the administration to proceed with the hiring of additional guidance counselors and to begin work with the high school guidance counselors to plan for and implement the necessary training and staffing assignments to begin the four-year looping program at the start of the 2012-13 school year.

AGENDA ITEM: **Action on 2012-2013 Budget Adjustments**

MEETING DATE: **April 9, 2012**

SUGGESTED DISPOSITION: **Operational Item**

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

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Background:

For the past several months, administration has been working to develop the budget adjustments for the 2012-2013 school year.

In depth discussions have occurred between administration and the School Board.

The documents developed include:

1. Summary of Staffing Modification in Budget Proposed for 2012-2013; and
2. Financial Planning for 2012-2013.

Both documents are included with this agenda item.

Administration asks that the School Board approve the two documents for implementation.

Recommendation:

It is recommended by administration that the Board approve the recommended adjustments for the 2012-2013 budget.

Summary of Staffing
Modification in the Budget Proposed
For 2012-13

A. **General Fund** (see “Financial Planning for 2012-13”, page 1)

State funding increases \$470,000, and a change in the state shift from 40% to 36% eliminates the need for borrowing in fiscal year 2012.

The administration recommends a reduction of \$287,500 in expenditures, using the four parameters listed as guidelines.

In addition to the \$287,500, there is a residual of \$80,000 in the Innovation Fund, for a total of \$367,500, either for ongoing savings or for reallocation to strategic initiatives.

B. **Community Education Fund** (See “Financial Planning for 2012-13”, page 4)

In this budget, the administration recommends increases in revenue of \$37,000 and budget reductions of \$43,000 to bring the 2012-13 community education budget into closer alignment.

C. **Integration Budget** (see budget approved at the March 12 School Board meeting)

As a result of decisions made through our EMID collaborative, the Integration funding for 2012-13 increased approximately \$170,000 over the 2011-12 school year.

Changes made for 2012-13 include:

- 1) Shifting .5 FTE cultural liaison position from funding under the Federal Safe Schools budget, which is ending;
- 2) Covering the cost of a family resource position to work with the families of elementary age students; and
- 3) Increase our support for AVID program coordination which will expand from one site (North Campus) to four school sites (Central, Sunrise, North and South).

D. **Strategic Planning Recommendations**

1. **Elementary World Language**

Add world language to grades 4 and 5 for 2012-13 (+2.2 FTE) and reduce expenditures of comparable amount (2 FTE reduction in media, and .2 FTE improvements in efficiency of elementary specialist staffing).

2. Middle Level International Baccalaureate

Add 1.0 FTE coordination at the middle level and reduce other staffing by a comparable amount by restructuring how we provide support to students struggling in math and reading (1.0 FTE).

3. High School Guidance Counselors

Add 1.5 FTE guidance counselors to permit an increase from 6.5 FTE to 8.0 FTE, allowing us to deploy two guidance counselors at each grade level 9-12 (new ratio would be one guidance counselor for each 300-325 students). Guidance counselors would stay with assigned students from grade 9 through high school graduation.

The cost of the 1.5 FTE (\$97,500) increase would be funded by a combination of savings from an administrative reorganization (\$30,000) and a draw from the innovation fund of \$67,500, leaving a balance in the innovation fund of \$13,000.

E. Overall Budget Recommendation

With the overall recommendations in A through D above, we have a net savings in the general fund of \$287,500, and a balance in the innovation fund of \$13,000.

We recommend the following for 2012-13:

1. Reducing \$250,000 on an ongoing basis.
2. Retaining \$50,000 in the innovation fund for new strategic recommendations for 2012-13.

Financial Planning for 2012-2013

2012-2013 Categories for analysis	2012-2013 Potential Changes in Revenue	2012-2013 Potential Increases in Expenditures	Parameters guiding changes for 2012-2013	Strategic Planning	2012-2013 Projected Budget Reductions
1. General Fund	<p>1. \$50/Pupil increase in state funding AMCPU ... About \$470,000.</p> <p>2 State holdback on funding reduced to 36%.</p> <p>3. Increased tuition revenue generated by AWARE program. \$30,000.</p>		<p>1. Work to increase efficiency in staffing while maintaining class size.</p> <p>2. Following 2010 audit of job descriptions, continue to improve efficiency and support and training for all positions</p> <p>3. Increase use of technology for work efficiency and effectiveness</p> <p>4. Continue implementation of reductions in energy use as result of participation in SEE program.</p>	<p>1. Continue Innovation Fund as placeholder for strategic plan recommendations \$80,000.</p> <p>2. \$20,000 reserved for secondary world language initiative.</p>	<p>1. Office reorganization at Birch Lake (\$40,000)</p> <p>2. Reorganization of transportation dept (\$40,000)</p> <p>3. 2.0 FTE reduction in special services para staff allocations. (\$50,000)</p> <p>4. .5 reduction in clerical staffing. (\$30,000)</p> <p>5. 1.0 FTE reduction in special services licensed staff. (\$55,000)</p> <p>6. Eliminate Special Services intern (\$12,500)</p> <p>7. Administrative overhead costs shifted to Title programs. (\$50,000)</p> <p>8. Reduction in ALC non-licensed staffing (\$10,000)</p> <p>(\$287,500) decrease in expenditures</p>
SUBTOTAL	\$500,000 Increase in revenue				
88					

Financial Planning Model for 2012-2013
3/21/2012

2012-2013 Categories for analysis	2012-2013 Potential Changes in Revenue	2012-2013 Potential Increases in Expenditures	Parameters guiding changes for 2012-2013	Strategic Planning	2012-2013 Projected Budget Reductions
2. EMID	Change in funding formula for FY 13 \$170,000 allocated in accord with Board action on 3/12.	.5 FTE formerly funded under SRFC will be included in this budget for 2012-2013.			
3. OPEB		Annual withdrawals start in 2011-2012 and will continue.			
4. SRFC (Suburban Ramsey Family Collaborative)	All funding is eliminated beginning with 2012- 2013. This will cause the elimination of .25 FTE and a shift of .5 FTE to EMID funding.				
5. Federal		Reallocate \$50,000 of Title program revenue to direct overhead costs, previously encumbered for school choice programs under NCLB.			
6. University of Minnesota Funds	University of Minnesota TERI program (\$20,000) for new teacher development and ongoing teacher support.		In FY 2013, we will continue the development of mentor teachers for new and experienced staff, reflecting revenue from the University of Minnesota of \$20,000 .		

2012-2013 Categories for analysis	2012-2013 Potential Changes in Revenue	2012-2013 Potential Increases in Expenditures	Parameters guiding changes for 2012-2013	Strategic Planning	2012-2013 Projected Budget Reductions
7. ADSIS	<p>1. Alternative delivery of Specialized Instructional Services. The application has been submitted to MDE for 2012-2013 school year.</p> <p>2. The program has been used to support what is generally known as RtI (Response to Intervention).</p>	<p>1. If the application is successful, the funding will be used to strengthen the intervention model used at Oneka, Hugo, Otter and Lincoln.</p>			

8. Community Services Fund		<p>1. Increase extended day fees by 5% (\$30,000)</p> <p>2. Increase rec. soccer fee by \$5. (\$2,000)</p> <p>3. Fee increase other rec. sports \$5 (\$5,000)</p> <p>4. These fee increases still allow the district to be regionally competitive.</p>				<p>1. Shift of youth development support to state targeted services funds. (\$12,000)</p> <p>2. Eliminate South Campus rink usage. (\$5,000)</p> <p>3. Reduce brochure design costs. (\$2,000)</p> <p>4. Discontinue matching grant program. (\$15,000)</p> <p>5. Shift weight room coordination to student activities. (\$4,000)</p> <p>6. Playground program reduced to four days. (\$5,000)</p>	
9. Community Services Senior Programs							
		\$37,000 Increase in revenue				(\$43,000) decrease in expenditures	

AGENDA ITEM: Non-Renewal of Probationary Licensed Staff

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

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

Attached is a copy of a resolution that the District uses to terminate the contracts of probationary teachers in accordance with Minnesota Statute 122A.40, subd. 5. The individuals listed are probationary teachers whose contracts are to be terminated effective June 8, 2012, due to financial limitations, teachers returning from leave, reduction in need, contractual or other issues. **In some instances, contracts of the same or less f.t.e. will be recommended to fill future vacancies.**

<u>Name</u>	<u>Position</u>	<u>Building</u>	<u>Seniority Date</u>
Ashley Beck	Kindergarten	Lakeaires	08/31/2011
Anne Ellsworth	.05 FACS	Sunrise/North	08/26/2010
Sarah Gustafson	Language Arts	Central	08/26/2010
Sarah LeVahn	.65 Language Arts	Central	09/11/2011
Ariel Liesch	.40 Social Studies	Central/Sunrise	08/24/2011
Vanessa Lotito-Meier	.81 Social Worker	Birch/Lakeaires	08/31/2010
		Matoska/VH/Willow	
Stephanie Maki	Kindergarten	Hugo	08/26/2010
Daniel Peace	Science	Sunrise	08/27/2009

Member _____ introduced the following resolution and moved its adoption:

RESOLUTION RELATING TO THE TERMINATION AND NON-RENEWAL OF THE TEACHING CONTRACTS OF THE FOLLOWING TEACHERS, WHO ARE PROBATIONARY TEACHERS.

Ashley Beck, Anne Ellsworth, Sarah Gustafson, Sarah LeVahn, Ariel Liesch, Vanessa Lotito-Meier, Stephanie Maki and Daniel Peace.

WHEREAS, THE ABOVE NAMED TEACHERS ARE PROBATIONARY TEACHERS IN INDEPENDENT SCHOOL DISTRICT NO. 624,

BE IT RESOLVED by the School Board of Independent School District No. 624, that pursuant to Minnesota Statutes 122A.40, subd. 5, the teaching contracts of the above named teachers, are probationary teachers in Independent School District No. 624, are hereby terminated at the close of the current 2011-2012 school year and are not renewed for the 2012-2013 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teacher regarding termination and non-renewal of the contract as provided by law, and that said notice shall be in substantially the following form:

NOTICE OF TERMINATION

TEACHER X
School Location

Dear TEACHER X,

You are hereby notified that at a regular meeting of the School Board of Independent School District No. 624, held on April 9, 2012, a resolution was adopted by a majority roll call vote to terminate your contract effective at the end of the current school year and not to renew your contract for the 2012-2013 school year. Said action of the Board is taken pursuant to M.S. 122A.40, subd.5.

Your termination is due to financial limitations, teachers returning from leave, reduction in need, contractual, or other issues. To receive a separate, official reason stating the afore-mentioned reasons for termination, you must submit your request within ten days after the receipt of this notice.

School Board of Independent School District 624

Chair or Clerk of the School Board

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: none. Whereupon said resolution was declared duly passed and adopted.

AGENDA ITEM: Award of Bids – Sunrise Park Restrooms

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

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

.....
Bids were taken on March 22, 2012 for the Sunrise Park restroom renovations. We had a plethora of bidders (14) for this project. The low bid was only \$79 less than the second lowest bid.


Per the attached recommendation from Mr. Phil Fisher, based on the analysis and reference checking by Hallberg Engineering, administration recommends that the bid be awarded to RAK Construction, Inc. in the amount of \$156,921.

.....
Recommendation:

Administration recommends that the Board award the bid as outlined above.

PHIL FISHER
Manager of Building Operations

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

To: Peter Willcoxon Sr.
From: Phil Fisher 
Subject: Sunrise Park Middle School Restroom Renovation Project
Date: March 26, 2012

Attached are the bid results and recommendations for the Sunrise Park Middle School Restroom Renovation Project.

The apparent low bidder was, RAK Construction Company, with a base bid of \$139,250.00. They also submitted bids for Alternates #1 and #2. These bids were well within our estimated budget for this project

It is the recommendation of our consulting engineer, Hallberg Engineering Inc. and staff that we accept the base bid and the two alternates for a total of \$156,921.00.

Attachments



March 23, 2012

Mr. Phil Fisher
White Bear Lake Area Public Schools
4855 Bloom Avenue
White Bear Lake, MN 55110

Re: 2012 White Bear Lake Area Public Schools
Sunrise Park Middle School Toilet Renovations
Project No. R11-1190.000

Dear Phil,

As you are aware, on Thursday, March 22, 2012 bids were opened for the above referenced project. Enclosed is a copy of the bid tab. RAK Construction, Inc. had the lowest base bid of \$139,250.00. It is our understanding that you wish to accept the base bid together with Alternate Bids #1 and #2. RAK Construction, Inc. remains the lowest bidder in the sum of \$156,921.00.

We have contacted RAK Construction, Inc. and they have confirmed that they are comfortable with their bid and are ready to commence work.

We, as your Engineers, recommend that you award a contract to RAK Construction, Inc. in the amount of \$156,921.00 at your next School Board Meeting.

Sincerely,

HALLBERG ENGINEERING, INC.


Timothy Rabbitts
Project Manager

Enclosures: (1) Bid Tab

Cc: Mark Lenz, MLA Architects
Keith Weinzierl, Hallberg Engineering

Mechanical/Electrical Consulting Engineers



HALLBERG
ENGINEERING

BID TABULATION

2012 Sunrise Middle School Toilet Renovations

Project No. R11-1190.000

Date: March 22, 2012
Time: 2:00 p.m.

COMPANY	Base Bid	Alternate No. 1 Area D Toilets	Alternate No. 2 Toilet Partition Manufacturer	Alternate No. 3 Toilet Partition Manufacturer for Area D	Add #1 Received (Y/N)	Add #2 Received (Y/N)	Bid Bond (Y/N)
RAK Construction	\$139,250	\$11,371	\$6,300	NB	Yes	Yes	Yes
J S Cates	\$140,000	\$11,000	\$6,000	NB	Yes	No	Yes
Webber Construction	\$147,600	\$13,500	\$9,500	NB	Yes	Yes	Yes
Parkos Construction	\$148,800	\$16,700	\$6,800	NB	Yes	No	Yes
BNM	\$149,900	\$14,000	\$6,500	NB	Yes	No	Yes
GA Construction	\$151,000	\$16,592	\$6,390	NB	Yes	No	Yes
Meisinger Construction	\$153,400	\$16,950	\$3,500	NB	Yes	Yes	Yes
Crossroads Construction	\$156,150	\$14,500	\$7,425	NB	Yes	Yes	Yes
Black & Dew	\$157,900	\$7,250	\$12,400	NB	Yes	Yes	Yes
PMI Construction	\$158,000	\$12,750	\$6,350	NB	Yes	No	Yes
DPG	\$165,940	\$9,738	\$5,504	\$9,738	Yes	Yes	Yes
Hamline Construction	\$166,900	\$13,350	\$7,500	NB	Yes	Yes	Yes

Morcon Construction	\$167,000	\$16,800	\$6,800	\$16,800	Yes	Yes	Yes
Ebert Construction	\$178,200	\$12,564	\$21,464	NB	Yes	Yes	Yes

AGENDA ITEM: **Approval of Transportation Oversight Agreement with
The Center for Efficient School Operations**

MEETING DATE: **April 9, 2012**

SUGGESTED DISPOSITION: **Operational Item**

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

.....

Background:

On June 30, 2012 the district anticipates the retirement of three long term dedicated employees in our transportation department. Tom Kehoe (40 years), Carol Effertz (26 years) and Pat Gamboni (16 years), along with former employee Chuck Corliss, have been the backbone of our very successful transportation program.

In the manner similar to our nutrition services reorganization last summer, when retirements of this magnitude occur within a school district, we must look at all of the opportunities that may be available.

Administration has been working with The Center for Efficient School Operations for several years in the areas of contract negotiations, consulting, and general department oversight.

When administration became aware of these pending retirements, we discussed the possibility of CESO managing our transportation program. The company has done this successfully with several Minnesota school districts including Wayzata, St. Louis Park, Centennial, and Columbia Heights.

Administration is recommending that the attached contract be approved. The anticipated cost savings, also attached, will exceed \$40,000 annually.

The agreement is for the 2012-2013 school year with the transition period of April through June, 2012 also included.

Recommendation:

It is recommended by administration that the Board approve the attached agreement with The Center for Efficient School Operations for the 2012-2013 school year and the transition period of April through June, 2012.



The Center for Efficient School Operations

"Partnering with School Districts to help keep educational dollars in the classroom."

2852 Anthony Lane South
St. Anthony, Minnesota 55418
Phone: (612) 789-5128
Fax: (612) 789-5146
Email: info@ceso.us

February 1st, 2012

Peter Willcoxon, Sr
White Bear Lake Area Schools
4855 Bloom Avenue
White Bear Lake, MN 55110

RE: Transportation Oversight Proposal

Dear Mr. Willcoxon,

It was a pleasure to meet with you last week. As we discussed, the mission statement for CESO is "Partnering with School Districts to help keep Educational Dollars in the Classroom". I am very excited about the opportunity for CESO to partner with the White Bear Lake School District. CESO / K-12 Transportation Management Services has 12 people dedicated to providing high quality transportation services, and we currently partner with the following school districts in the area of Transportation Oversight:

- Wayzata
- Spring Lake Park
- Lakeville
- Hastings
- St. Louis Park
- Columbia Heights
- Mahtomedi
- Centennial
- Rocori
- Sartell
- Redwing
- NE Metro 916
- Northwest Suburban Integration District

We are also under contract to create, establish and maintain routes for desegregation students in the following districts:

- Anoka
- Osseo
- Elk River
- Robbinsdale (Desegregation and Special Ed)
- Buffalo
- Mounds View
- Rockford
- Fridley

At any given time, we are involved in 4-6 other districts on a contract basis doing the following:

- Boundary studies
- Demographic studies
- Bell time analysis
- Contract negotiations
- Efficiency studies

The primary benefit of outsourcing your transportation management is that the district would see a “Team” approach to transportation oversight. Our services are comprehensive and include all aspects of pupil transportation. Our staff has extensive experience, and we have worked with over 60 school districts in Minnesota.

As I am sure you know, there are many different components required to create and maintain a successful transportation department, and it is our opinion that assigning a team to the job can be more successful than hiring a single person. Please feel free to contact any of our current clients to discuss how we have served them in the transportation area. I think you will find out that our customers have experienced a high level of service and have seen financial savings when they have partnered with CESO / K12 Transportation Management Services.

We are excited about working in the White Bear Lake School District. The following is what we are offering to do:

1.0 Transportation Oversight:

This service would include the following:

- Routing services to assure maximum efficiencies.
- Work as a liaison between the School District and Bus Companies for all aspects of Transportation.
- Work with District Administrative staff as needed to confirm a high level of service to the district and community.
- Review all operations within the department to assure “Best Practices” are being used in regards to Transportation.
- Provide Director level leadership within the Transportation Department.

- Work with bus drivers and contractors to establish procedures that will increase the level of service to the community.
- Demographic work, Boundary Planning, Bell Time Studies and Transportation Efficiency Studies as needed.

In order to accomplish these tasks, CESO / K-12 Transportation Management Services will be providing the following positions to the district:

- Part Time Transportation Director
- Full Time Transportation Supervisor
- Regular Ed routing
- Special Ed routing
- Phone support for the district and community

In addition to what is listed above, the district will continue to provide:

- Safety Supervisor
- Clerical staff* (includes trips coordination and dispatch)
- Mechanical staff as needed for district owned fleet
- Driving and aide staff as needed for district owned fleet

*Could be provided by CESO if the district would prefer

2.0 Fee Breakdown (Monthly Cost for 12 months)

1.1 Transportation Department oversight:

\$15,000 per month (50% of monthly for April and May 2012),

We are recommending an April 1st start date so we can work closely with the existing staff in order to assure a smooth transition. CESO could also provide the Clerical staff for an additional \$4,200 per month.

3.0 Start and Completion dates

This contract shall be effective April 1st, 2012. Termination can be made at the end of any school year (by either party) with a minimum of 6 months notice.

Thanks for this opportunity, and we look forward working with White Bear Lake Area Schools. If you have any questions regarding this proposal, please contact me at 651-605-5107.

Sincerely,

Chuck Corliss

4.0 Authorization to Proceed

Again, thank you for the opportunity to present this proposal. The mission statement of our company is to "Partner with School Districts to help keep educational dollars in the classroom". We appreciate the opportunity to partner with White Bear Lake Area Schools to help you meet your goals in this area. As an authorization to proceed please sign and return a copy to CESO.

Please sign and return one original copy to CESO for authorization to proceed, and retain one original for your records. Once we receive the signed proposal we will begin with the implementation stages of this agreement.

I have carefully reviewed the above cost proposal and attached General Conditions, and authorize the Center for Efficient School Operations (CESO) to proceed according to this cost proposal and General Conditions attached.

Customer	Professional
Peter Willcoxon, Sr White Bear Lake Area Schools 4855 Bloom Avenue White Bear Lake, MN 55110	Chuck Corliss, President Center for Efficient School Operations 2852 Anthony Lane South St Anthony, MN 55418
Authorized Signature	Authorized Signature
Date	Date

General Conditions

The following general conditions are made a part of The Center For Efficient School Operations (the "professional") proposal (the "proposal"). The term "customer" refers to school district for which the professional is providing services.

To the extent that the proposal conflicts with the terms delineated in the general conditions, the terms in the general conditions shall control.

A. Responsibilities

Professional will provide services as enumerated in the proposal with the care and skill ordinarily exercised by reputable members of its profession practicing under similar conditions during the period of this proposal and in the same locality.

Along with the scope of work identified in the proposal customer and professional agree to the following:

A.1. Information

Customer will provide all information necessary and access to staff and facilities as needed so that work can be conducted by professional in an economical, timely and safe manner.

A.2. Payment for Services

The fees and reimbursables listed in the proposal is the amount owed to the professional for the products and services provided by professional under this agreement.

Invoices will be submitted to customer every month for work performed during the month. The customer shall make payments no later than thirty days after receipt of the invoice. All invoices unpaid for over thirty days will bear interest and a collection fee of eighteen percent annually, compounded monthly. Payment maybe withheld only if this agreement is breached and a written notice has been provided within forty-five days of receiving the invoice that is in dispute.

B. Disputes

Disputes under this agreement will be promptly resolved in good faith through negotiation. All claims, disputes, differences not resolved through negotiation shall be resolved in accordance with the commercial rules of the American Arbitration Assoc. in effect at that time.

C. Indemnity & Insurance

C.1. Indemnity

Professional shall indemnify and hold harmless Customer against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by professional, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by professional, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Professional's proportion of the total fault which directly caused the damages.

Customer shall indemnify and hold harmless Professional against losses, damages and claims, demands, actions, costs (including reasonable attorney fees), and fines of any kind resulting from any breach of this Agreement by Customer, its employees, agents, subcontractors or licensees, of their obligation under this Agreement, or from any negligence or misconduct by Customer, its employees, agents, subcontractors or licensees, but only for the proportion of damages which is equal to Customer's proportion of the total fault which directly caused the damages.

C.2. Insurance

- (1) Professional carries coverage and limits of liability insurance for the professional's own negligence as required by law and district requirements. These may include, but are not limited to the following:

- (a) Workers Compensation with statutory benefits.
- (b) Employers' liability
- (c) Comprehensive General Liability with the following coverage:
 - I. Bodily Injury
 - II. Property Damage
 - III. Personal Injury

IV. General Aggregate

- V. Product
- VI. Fire Damage
- VII. Medical Expenses
- (d) Automobile insurance covering all owned, non-owned or hired automobiles used in connection with the work covering bodily injury and property damage.
- (e) Physical Loss insurance sufficient to cover loss or damage to Professional's owned or leased equipment.
- (f) Professional Liability (claims made) with the following coverage:
- (g) Contractor Pollution Liability (claims made)
- (h) Excess Umbrella Liability. Professional's Excess Umbrella Liability policy provides coverage in addition to each of the coverages listed above including Comprehensive General Liability, Professional Liability and Contractor Pollution Liability.

D. Termination

Neither party will have a right to terminate this agreement for convenience unless a termination fee in the amount of the remaining contract is paid to the terminated party.

Transportation Salary Analysis

2012-2013

2012-2013

Salaries				
Salary	\$	237,052	4	\$ 77,928 2
Other	\$	-		\$ -
Off Schedule payment	\$	-		\$ -
Salary total	\$	237,052		\$ 77,928
Benefits:				
FICA	\$	14,697		\$ 4,832
Medicare	\$	3,437		\$ 1,130
TRA/PERA	\$	17,779		\$ 5,650
Hospitalization	\$	56,735		\$ 28,367
Dental	\$	4,927		\$ 2,463
LTD	\$	1,233		\$ 405
Life	\$	2,016		\$ 504
TSA Match	\$	8,000		\$ 2,000
Benefits total	\$	108,823		\$ 45,351
Grand Total	\$	345,876		\$ 123,279
Proposed Services Contract	\$	-		\$ 180,000
Total Contract	\$	345,876		\$ 303,279
Projected Savings				\$ 42,596

AGENDA ITEM: Glasrud Grants from the White Bear Lake
Area Educational Foundation

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

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

BACKGROUND:

At this month's White Bear Lake Area Foundation meeting, the Foundation approved six grants, funded by the Glasrud fund of the Foundation. At tonight's meeting we are asking the School Board to accept these grants.

As part of our internal process, the Foundation reviews the proposals with our Teaching and Learning office and we confirm that each of the proposals are consistent with our curriculum and professional development goals.

RECOMMENDATION:

Accept the Glasrud Grants from the White Bear Lake Area Educational Foundation in the amount of \$12,044 as listed in the attached materials.

2012 Glasrud Recipients

Kristine Fischbach (Matoska): Mission trip to Haiti: July 23rd – 30th, 2012. Her students will participate in global fundraisers such as, “Feed My Starving Children” & “H2O for Life”. This mission trip to Haiti will allow her to see first-hand the impact of Matoska’s fundraisers by personally being a part of “Healing Haiti” and bringing back to the school a first-hand worldwide perspective on Haiti. (\$2,000)

Kari Bergeson & Beth Quass (Birch Lake): Attend a 2-day workshop this summer in Atlanta, Georgia for training in the Daily 5 & CAFÉ system that they have started using this year in their classrooms. This system promotes independent reading & writing. (\$2,970)

Cassandra Knutson (South Campus): Attend a summer professional development workshop in Science Strand2 of the AVID (Advancement Via Individual Determination) college readiness system that is designed to increase student learning & performance. (You may have read the article in the White Bear Press recently about the success of this new program in our high school!) (\$2,069)

Julie Stonehouse (Matoska): Attend an advanced Category Three International Baccalaureate training in July. She has provided staff training, staff workshops, and grade level team support with her present training and is committed to sharing her new advanced training both with Matoska and the newly established Middle School International Baccalaureate opening in White Bear Lake Area Schools. (\$1,845)

Pam Winkler (Matoska): Last fall, Pam had a teacher from Berlin, Germany co-teaching in her classroom through the STEP program at the U of M. Next fall, Pam has the opportunity to spend two weeks in Berlin, co-teaching in the classroom & observing different grade levels at the Grunschule Am Vierrientenberg School. (\$2,500)

Barb Bursack (South Campus) & Annika Pittman (North Campus): As the two language arts teachers on the new Glasrud Writing Center team, they are asking for funds to allow them to spend one day with the staff at the Minnetonka High School Writing Center and one day with the staff at the University of MN Writing Center, meeting with coordinators and doing the research needed to help develop the new Writing Center at South Campus. (\$660)

Total funds to be given to recipients: **\$12,044**

AGENDA ITEM: School Board Policy 406, Public and Private Personnel Data

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Chris Picha, Director of Human Resources
Marisa Vette, Director of Communications and Community Relations

Background:

We are recommending a minor change in the listing of what is public personnel data. Currently, our policy lists the work telephone number of an employee as public data, but does not list the employee work e-mail. The White Bear Lake Area Schools has for many years made the employee e-mail available on our website, and this practice is continuing under the assumption that the intent of the law is that public employees be accessible through electronic communications. We believe that it is appropriate to formally list e-mail in addition to telephone number, and this proposal takes the first step in doing so.

Recommendation: Approve School Board Policy 406, Public and Private Personnel Data, as recommended by the administration.

Adopted: April 29, 1996
Revised: January 10, 2005
Revised: October 11, 2010
Revised: December 12, 2011

*White Bear Lake Area
School District #624 Policy 406*

406 PUBLIC AND PRIVATE PERSONNEL DATA

I. PURPOSE

The purpose of this policy is to provide guidance to school district employees as to the data the school district collects and maintains regarding its personnel.

II. GENERAL STATEMENT OF POLICY

- A. All data on individuals collected, created, received, maintained or disseminated by the school district, which is classified by statute or federal law as public, shall be accessible to the public pursuant to the procedures established by the school district.
- B. All other data on individuals is private or confidential.

III. DEFINITIONS

- A. "Confidential" means the data is not available to the subject.
- B. "Finalist" means an individual who is selected to be interviewed by the school board for a position.
- C. "Parking space leasing data" means the following government data on an application for, or lease of, a parking space: residence address, home telephone number, beginning and ending work hours, place of employment, location of parking space and work telephone number.
- D. "Personnel data" means government data on individuals maintained because they are or were employees of the school district, applicants for employment, volunteers for the school district, or members of or applicants for an advisory board or commission. Personnel data include data submitted to the school district by an employee as part of an organized self-evaluation effort by the school district to request suggestions from all employees on ways to cut costs, make the school district more efficient, or to improve school district operations. An employee who is identified in a suggestion shall have access to all data in the suggestion except the identity of the employee making the suggestion.
- E. "Private" means the data is available to the subject of the data and to school district staff who need it to conduct the business of the school district.
- F. "Protected health information" means individually identifiable health information transmitted in electronic form by a school district acting as a health care provider.

“Protected health information” excludes health information in education records covered by FERPA and employment records held by a school district in its role as employer.

G. “Public” means that the data is available to anyone who requests it.

IV. PUBLIC PERSONNEL DATA

A. The following information on employees, including volunteers and independent contractors, is public:

1. name;
2. employee identification number, which may not be the employee’s social security number;
3. actual gross salary;
4. salary range;
5. terms and conditions of employment relationship;
6. contract fees;
7. actual gross pension;
8. the value and nature of employer-paid fringe benefits;
9. the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary;
10. job title;
11. bargaining unit
12. job description;
13. education and training background;
14. previous work experience;
15. dates of first and last employment;
16. the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action;

17. the final disposition of any disciplinary action, as defined in Minn. Stat. § 13.43, Subd. 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the school district;
 18. the terms of any agreement settling any dispute arising out of the employment relationship, including superintendent buyout agreements, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money, and such agreement may not have the purpose or effect of limiting access to or disclosure of personnel data or limiting the discussion of information or opinions related to personnel data;
 19. work location;
 20. work telephone number;
 21. work email address;
 22. badge number;
 23. work-related continuing education;
 24. honors and awards received; and
 25. payroll time sheets or other comparable data that is used only to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data; and
- B. The following information on applicants for employment or advisory board/ commission positions is public:
1. veteran status;
 2. relevant test scores;
 3. rank on eligible list;
 4. job history;
 5. education and training; and
 6. work availability.
- C. Names of applicants is private data except when certified as eligible for appointment to a vacancy or when they become finalists for an employment position.

- D. Names and home addresses of applicants for appointment to and members of an advisory board/commission are public.
- E. Regardless of whether there has been a final disposition as defined in Minn. Stat. §13.43, Subd. 2(b), upon completion of an investigation of a complaint or charge against a public official, as defined in Minn. Stat. § 13.43, Subd. 2(e), or if a public official resigns or is terminated from employment while the complaint or charge is pending, all data relating to the complaint or charge is public, unless access to the data would jeopardize an active investigation or reveal confidential sources.

V. PRIVATE PERSONNEL DATA

- A. All other personnel data is private and will only be shared with individuals within the entity (school district) whose work requires such access. Private data will not be otherwise released unless authorized by law or by the employee's informed written consent.
- B. Data pertaining to an employee's dependents is private data.
- C. Data created, collected or maintained by the school district to administer employee assistance programs is private.
- D. Parking space leasing data is private.
- E. Personnel data may be disseminated to labor organizations to the extent the school district determines it is necessary for the labor organization to conduct its business or when authorized by the Commissioner of the Bureau of Mediation Services.
- F. The school district may display a photograph of a current or former employee to prospective witnesses as part of the school district's investigation of any complaint or charge against the employee.
- G. The school district may, if the responsible authority or designee reasonably determines that the release of personnel data is necessary to protect an employee from harm to self or to protect another person who may be harmed by the employee, release data that is relevant to the concerns for safety to:
 - 1. The person who may be harmed and to the attorney representing the person when the data is relevant to obtaining a restraining order;
 - 2. A pre-petition screening team conducting an investigation of the employee under Minn. Stat. § 253B.07, Subd. 1; or
 - 3. A court, law enforcement agency or prosecuting authority.

- H. Private personnel data or confidential investigative data on employees may be disseminated to a law enforcement agency for the purposes of reporting a crime or alleged crime committed by an employee, or for the purpose of assisting law enforcement in the investigation of such a crime or alleged crime.
- I. A complainant has access to a statement provided by the complainant to the school district in connection with a complaint or charge against an employee.
- J. When allegations of sexual or other types of harassment are made against an employee, the employee shall not have access to data that would identify the complainant or other witnesses if the school district determines that the employee's access to that data would:
1. threaten the personal safety of the complainant or a witness; or
 2. subject the complainant or witness to harassment.
- If a disciplinary proceeding is initiated against the employee, data on the complainant or witness shall be available to the employee as may be necessary for the employee to prepare for the proceeding.
- K. The school district shall make any report to the Board of Teaching or the Board of School Administrators as required by Minn. Stat. § 122A.20, Subd. 2, and shall, upon written request from the licensing board having jurisdiction over a teacher's license, provide the licensing board with information about the teacher from the school district's files, any termination or disciplinary proceeding, any settlement or compromise, or any investigative file.
- L. Private personnel data shall be disclosed to the Department of Employment and Economic Development for the purpose of administration of the unemployment insurance program under Minn. Stat. Ch. 268.
- M. When a report of alleged maltreatment of a student in a school is made to the Commissioner of Education, data that is relevant and collected by the school about the person alleged to have committed maltreatment must be provided to the Commissioner on request for purposes of an assessment or investigation of the maltreatment report.
- N. The school district shall release to a requesting school district or charter school private personnel data on a current or former employee related to acts of violence toward or sexual contact with a student, if an investigation conducted by or on behalf of the school district or law enforcement affirmed the allegations in writing prior to release and the investigation resulted in the resignation of the subject of the data.
- O. The identity of an employee making a suggestion as part of an organized self-evaluation effort by the school district to cut costs, to make the school district more efficient, or to improve school district operations is private.

- P. Health information on employees is private unless otherwise provided by law. To the extent that the school district transmits protected health information, the school district will comply with all privacy requirements.
- Q Personal home contact information for employees may be used by the school district and shared with another government entity in the event of an emergency or other disruption to ensure continuity of operation for the school district or government entity.

VI. MULTIPLE CLASSIFICATIONS

If data on individuals is classified as both private and confidential by Minn. Stat. Ch. 13, or any other state or federal law, the data is private.

VII. CHANGE IN CLASSIFICATIONS

The school district shall change the classification of data in its possession if it is required to do so to comply with other judicial or administrative rules pertaining to the conduct of legal actions or with a specific statute applicable to the data in the possession of the disseminating or receiving agency.

VIII. RESPONSIBLE AUTHORITY

The school district has designated the Director of Human Resources as the authority responsible for personnel data. If you have any questions, contact the Director of Human Resources.

IX. RELEASE FORM

Employee authorization for release form will appear as “Attachment A” to this policy.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.02 (Definitions)
Minn. Stat. § 13.37 (General Nonpublic Data)
Minn. Stat § 13.39 (Civil Investigation Data)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat § 122A.20, Subd. 2 (Mandatory Reporting)
P.L. 104-191 (HIPAA)
45 C.F.R. Parts 160 and 164 (HIPAA Regulations)

Cross References: WBLASB Policy 206 (Public Participation in School Board Meetings/ Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin “I” (School Records-Privacy-Access to Data)

AGENDA ITEM: School Board Policy 496, Faculty and Staff Dress and Appearance

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON: Chris Picha
Director of Human Resources

Background:

Chris Picha has worked with our administration and our staff over the past year to develop a Faculty and Staff Dress and Appearance policy. Not all school districts have such a policy, so in this policy we are taking a step forward in addressing the issue. It is clear that student conduct is influenced by what students wear to school, and we have high standards for student attire and appearance. This addresses the issue of employee dress and appearance.

Recommendation: Approve School Board Policy 496, Faculty and Staff Dress and Appearance, as recommended by the administration, with effective date of July 1, 2012.

Adopted: _____
Revised: _____

*White Bear Lake Area
School Board Policy 496*

496 FACULTY AND STAFF DRESS AND APPEARANCE

I. PURPOSE AND BELIEF

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming that are related to educational goals and community standards, and that set an appropriate example for students. We believe that professionally dressed staff set a higher expectation for student behavior and building climate.

II. GENERAL STATEMENT OF POLICY

A. The School District recognizes that teachers and other staff members are role models for the students who come in contact with them during and after school hours. As role models, teachers and other staff should be conscious of their dress and grooming and how it may affect students, parents and community members. Teachers and staff are expected to dress in a professional and appropriate manner that will be most conducive to the educational environment. Employees should be clean, neat, well groomed and dressed in an appropriate manner for their individual work assignments. A wide variety of teaching styles and activities occur between age and grade levels. Therefore, activities and/or assignments planned for the day will dictate, to a degree, the style of dress considered appropriate attire. Good judgment and common sense should be used in choosing appropriate attire. The responsibility for determining appropriate grooming and dress shall be placed under the supervision of the district and school level administrator.

B. Minimum Dress and Grooming Standard

The minimum dress and grooming standard for employees shall meet or exceed the standard required for students in the Policy 504 – Student Dress Code.

C. The administration shall develop procedures consistent with this policy and shall review the procedures annually and make adjustments as appropriate.

Legal References: U.S. Const., amend. I
Kelley, Comm'r, Suffolk Cnty. Police Dep't v. Johnson, 425 U.S. 238 (1976)
Tardif v. Quinn, 545 F.2d 761 (1st Cir. 1976)
Miller v. Sch. Dist. No. 167, 495 F.2d 658 (7th Cir. 1974)
Morrison v. Hamilton Cnty. Bd. of Educ., 494 S.W.2d 770 (Tenn. 1973)

Cross References: WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 504 (Student Dress and Appearance)
WBLASB Policy 609 (Religion)

APPENDIX A
GENERAL PROCEDURES

A. DRESS STANDARDS

1. Appropriate clothing includes, but is not limited to, the following:

- a. Outer garments that fit properly.
- b. Business casual or academic professional attire.
- c. Clothing appropriate for the weather.
- d. Clothing appropriate for the activity or age group of student (i.e., physical education, staff development set up, early childhood activities, production work, working outdoors, classroom activity, etc.)

2. Inappropriate clothing includes, but is not limited to, the following:

- a. Clothing that is too revealing, distracting, or disruptive to the educational process, i.e., shorts, tank/tube tops, tops that expose the midriff (with arms raised), excessive cleavage, excessively low-rise or tight-fitting pants, exposed undergarments, short skirts and dresses, skirts with severe slits, and other clothing that is not in keeping with educational goals and professional standards.
- b. Jeans (unless a principal has implemented a “casual Friday”-type policy, and even then, no jeans with frayed cuffs or holes).
- c. Pajamas, sweats, and gym clothes.
- d. Beach or rubber flip-flops; beach sandals; or athletic shoes that are worn, discolored and in poor condition; (dress/professional sandals are acceptable).
- e. Clothing with holes or tears.
- f. Clothing bearing a message which is lewd, vulgar, and/or obscene.
- g. Exposed inappropriate tattoos and piercings that may be a safety hazard.
- h. Apparel promoting products or activities that is illegal for use by minors.
- i. Objectionable emblems, signs, words, objects, or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected group, or which connotes gang membership or affiliation, or approves, advances, or provokes any form of religious,

racial, or sexual harassment and/or violence against other individuals as defined in School Board Policy 413.

- j. Any apparel or footwear that could damage school property.
 - k. Hats/caps, except with approval from building administrator or superintendent (i.e., medical situations or items worn on the head as recognized religious practice by the staff or faculty member).
3. Departments with prescribed uniforms or stricter dress codes (custodial, food service, bus drivers, etc.) are to follow the department protocol where it conflicts with the general dress policy

B. GROOMING STANDARDS

All employees should maintain a clean and groomed appearance. Cologne, perfume and aftershave should be subtle. Employees should take into consideration that their fellow employees may be sensitive to and/or have an allergy to certain fragrances.

C. EXCEPTIONS

- 1. There may be exceptions for dress made for certain areas of instruction and events, such as physical education instruction, athletic events, field trips, spirit day, special classroom activity, etc. made by the district or school level administrator.
- 2. Classroom-appropriate attire that is professional in nature and adheres to industry safety standards (e.g., specialized footwear, coveralls, smocks, and head coverings) may be required in certain areas and is acceptable.
- 3. Reasonable accommodations will be made for employees' medical conditions or religious beliefs. These accommodations will be balanced with the business necessity to present a professional appearance to the public.

D. EMPLOYEE RESPONSIBILITY

It is the responsibility of each employee to use judgment and common sense in selecting clothing that fits with the function of his/her position and the professional image and mission of the School District.

E. SUPERVISORY RESPONSIBILITY

Building level administrators are responsible for ensuring that employees know, understand and adhere to this policy directive. The building level administrator and superintendent may make regulations as necessary and reasonable to implement this policy and its enforcement.

F. REGULATION/PROCEDURE

When, in the judgment of the administration, an employee's appearance, grooming, or mode of dress interferes with or disrupts the educational process or school activities, or poses a threat to the health or safety of the employee or others, the employee will, on first occurrence, be asked to make immediate modifications and, if warranted, will be subject to discipline. Additional violations will be subject to progressive discipline.

AGENDA ITEM: **School Board Policy 532, Use of Peace Officers and Crisis Team to Remove Students from School Grounds**

MEETING DATE: **April 9, 2012**

SUGGESTED DISPOSITION: **Operational Item**

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

Background:

School Board Policy 532, Use of Peace Officers and Crisis Team to Remove Students from School Grounds, has been reviewed by the School Board Policy Committee, had a first reading in March, and is recommended for a second reading. The changes recommended are consistent with those recommended by MSBA. The Policy is also in line with all recent statute changes related to restrictive procedures.

Recommendation: Approve School Board Policy 532, Use of Peace Officers and Crisis Team to Remove Students from School Grounds, as recommended by the administration.

Adopted: May 9, 2005
Revised: November 8, 2007
Revised: June 13, 2011

White Bear Lake Area School
District Policy 532

532 USE OF PEACE OFFICERS AND CRISIS TEAMS TO REMOVE STUDENTS FROM SCHOOL GROUNDS

I. PURPOSE

The purpose of this policy is to describe the appropriate use of peace officers and crisis teams to remove, a student, including a student with an individualized education plan (IEP), from school grounds.

II. GENERAL STATEMENT OF POLICY

The school district is committed to promoting learning environments that are safe for all members of the school community. Reasonable precautions should be taken to protect students from physical or emotional harm at school and school sponsored events and activities.

All students, including those with IEPs, are subject to the terms of the school district's discipline policy, unless the IEP team determines that the discipline policy should not apply. Building level administrators have the leadership responsibility to maintain a safe, secure, and orderly educational environment that is conducive to learning. Corrective action to discipline a student and/or modify a student's behavior will be taken when a student's behavior violates the school district's discipline policy.

If any student, including a student with an IEP, engages in conduct which, in the judgment of school personnel, endangers or may endanger the health, safety, or property of the student, another student, staff, or school property, the student may be removed from school grounds in accordance with this policy.

III. DEFINITIONS

For purposes of this policy, the following terms have the meaning given them in this section:

- A. "Crisis team" means a group of persons, which may include teachers and non-teaching school personnel, selected by the building administrator in each school building who have received crisis intervention training and are responsible for becoming actively involved in resolving crises. The building administrator or designee shall serve as the leader of the crisis team.
- B. "Emergency" means a situation in which immediate intervention is necessary to protect a student or other individual from physical injury, emotional abuse due to verbal and nonverbal gestures, or to prevent serious property damage.

- C. “Peace officer” means an employee or an elected or appointed official of a political subdivision or law enforcement agency who is licensed by the Board of Peace Officer Standards and Training, charged with the prevention and detection of crime and the enforcement of general criminal laws of the state and who has the full power of arrest. The term “peace officer” includes a person who serves as a sheriff, a deputy sheriff, a police officer, or a state patrol trooper. A “peace officer” is not an agent or an employee of the District.
- D. “Police liaison officer” is a peace officer who, pursuant to an agreement between the school district and a political subdivision or law enforcement agency, is assigned to a school building for all or a portion of the school day to provide law enforcement assistance and support to the building administration and to promote school safety, security, and positive relationships with students. A “police liaison officer” is not an agent or employee of the District.
- E. “Remove the student from school grounds” is the act of securing the person of a student, which may include a student with an IEP, and escorting that student from the school building or school sponsored event or activity.
- F. “Student with an IEP” means a student who is eligible to receive special education and related services pursuant to the terms of an IEP or an individual interagency intervention plan (IIIP).

All other terms and phrases used in this policy shall be defined in accordance with applicable state and federal law or ordinary and customary usage.

IV. REMOVAL OF STUDENTS FROM SCHOOL GROUNDS

A. Removal By Crisis Team

A staff member may summon the building’s crisis team whenever the staff member believes the team’s intervention is necessary or reasonably appropriate to address student behavior that significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties; or to address student behavior that endangers or threatens to endanger the student, other students, surrounding persons, personal property, or district property. The crisis team may attempt to address the student’s behavior. If the student has an IEP, the crisis team may attempt to address the student’s behavior by means including, but not limited to, those described in the student’s IEP and/or behavior intervention plan. If the crisis team or the building principal or associate principal determines that the student’s behavior continues to significantly disrupt the rights of others to an education, or the ability of school personnel to perform their duties, or continues to endanger or threatens to endanger the student, other students, surrounding persons, personal property, or district property, the crisis team or the building principal, associate principal, or administrative designee may remove the student from school grounds, and may request assistance from any district employee.

If the student's behavior cannot be safely managed, school personnel may immediately request assistance from the police liaison officer or a peace officer.

B. Removal By Police Liaison Officer or Peace Officer

The school building's crisis team, building principal, associate principal, or designee may request that a police liaison officer or a peace officer remove a student, including a student with an IEP, from school grounds if the student engages in criminal activity or any behavior that endangers or threatens to endanger the student, other students, surrounding persons, personal property, or district property.

School district personnel may report a crime committed by any student, including a student with an IEP, to appropriate authorities. The district must provide a copy of a special education student's special education and disciplinary records to law enforcement if the school district reports a crime committed by a student with an IEP and (1) the parent has provided written consent for such records to be disclosed to law enforcement or (2) the disclosure is explicitly authorized under the Family Education Rights and Privacy Act (FERPA) and the Minnesota Government Data Practices Act.

The fact that a student has an IEP and is covered by special education law does not prevent a peace officer or police liaison officer from exercising their responsibilities with regard to the application of federal and state law to crimes committed by a student with an IEP.

C. Reasonable Force Permitted

In removing a student from school grounds, including a student with an IEP, a school administrator, crisis team member, teacher, or other member of the instructional, support, or supervisory staff of the school may use reasonable force upon the student or toward the student when it is necessary under the circumstances to restrain the student from self-injury or to prevent injury to another person or property.

In removing a student from school grounds, school district personnel may not:

1. Hit or spank the student with or without an object;
2. Use unreasonable force that causes bodily harm or substantial emotional harm;
3. Require the student to assume and maintain a specified physical position, activity, or posture that induces physical pain;
4. Restrict, totally or partially, the student's senses as punishment;

5. Present an intense sound, light, or other sensory stimuli using smell, taste, substance, or spray as punishment;
6. Deny or restrict the student's access to equipment and devices such as walkers, wheelchairs, hearing aids and communication boards that facilitate the student's functioning, except temporarily when necessary to prevent injury to the student or others or serious damage to the equipment or device, in which case the equipment or device must be returned to the student as soon as possible;
7. Interact with the student in a manner that constitutes sexual abuse, neglect, or physical abuse under Minnesota Statutes section 626.556;
8. Withhold regularly scheduled meals or water;
9. Deny the student access to bathroom facilities; or
10. Use a physical hold that restricts or impairs the student's ability to breathe.

D. Parental Notification

The building administrator or designee shall make a reasonable effort to notify the student's parent or guardian of the student's removal from school grounds as soon as possible following the removal.

E. Continued Removals; Review of IEP

If a student with an IEP is repeatedly removed from school, the IEP team must meet to review and determine the appropriateness of the IEP in light of the removals.

F. Effect of Policy in an Emergency; Use of ~~Conditional~~ Restrictive Procedures

A student with an IEP may be removed in accordance with this policy regardless of whether the student's conduct would create an emergency. If, during the course of removing a student with an IEP, immediate intervention is needed to protect the student or another individual from physical injury or to prevent serious property damage, a licensed special education teacher, school social worker, school psychologist, properly certified behavior analyst, person with a master's degree in behavior analysis, other licensed education professional, paraprofessional, or mental health professional may use restrictive procedures (such as physical holding) provided that the person using the restrictive procedure has completed the training required by law and provided that the restrictive procedures are used, recorded, and reviewed in compliance with the district's restrictive procedures plan and the requirements of federal and state law. The law governing restrictive

procedures does not apply to actions taken by a peace officer or a police liaison officer.

Legal References: Minn. Stat. § 13.01, *et seq.* (Minnesota Government Data Practices Act)
Minn. Stat. §§ 121A.40-121A.56 (Minnesota Pupil Fair Dismissal Act)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
Minn. Stat. §§ 125A.094, 125A.0941 & 125A.0942 (restrictive procedures)
Minn. Stat. § 609.06 (Authorized Use of Force)
Minn. Stat. § 609.379 (Permitted Actions)
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy (FERPA))
20 U.S.C. § 1415(k)(6) (Individuals with Disabilities Education Improvement Act of 2004 (IDEA))
34 C.F.R. § 300.535 (IDEA Regulation Regarding Involvement of Law Enforcement)

Cross References: WBLASB Policy 506 (Student Discipline)
WBLASB Policy 507 (Corporal Punishment)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
WBLASB Policy 525 (Violence Prevention)
WBLASB Policy 806 (Crisis Management Policy)

AGENDA ITEM: **School Board Policy 619, Staff Development for Standards**

MEETING DATE: **April 9, 2012**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **David Law, Assistant Superintendent**

Background:

School Board Policy 619, Staff Development for Standards, has been reviewed by the School Board Policy Committee, had a first reading in March, and is recommended for a second reading. The changes recommended are consistent with those recommended by MSBA.

Recommendation: Approve School Board Policy 619, Staff Development for Standards, as recommended by the administration.

Adopted: May 26, 1998
Revised: June 11, 2001
Revised: May 9, 2005
Revised: January 11, 2010

White Bear Lake
School District #624 Policy 619

619 STAFF DEVELOPMENT FOR STANDARDS

I. PURPOSE

The purpose of this policy is to establish opportunities for staff development which advance the staff's ability to work effectively with the Minnesota Academic Standards and with students as they progress to achievement of those Minnesota Academic Standards and meet the requirements of the No Child Left Behind Act.

II. GENERAL STATEMENT OF POLICY

The school district is committed to developing staff policies and processes for continuous improvement of curriculum, instruction and assessment to ensure effective implementation of the Minnesota Academic Standards and the No Child Left Behind Act at all levels.

III. STANDARDS FOR STAFF DEVELOPMENT

- A. ~~The Advisory Committee for Comprehensive Continuous Improvement of Student Achievement (the "Committee") shall address the needs of all staff in prioritizing staff development which will ensure effective implementation of the Minnesota Academic Standards and the No Child Left Behind Act at all levels. The school board will be advised on the planning of staff development opportunities.~~
The district Staff Development Committee, using input from building principals and the Teaching and Learning team, shall address the needs of all staff in prioritizing staff development which will ensure effective implementation of the Minnesota Academic Standards and the No Child Left Behind Act at all levels.
The school board will be advised on the planning of staff development opportunities.
- B. The school district shall place a high priority on staff development including activities, programs, and other efforts to implement the Minnesota Academic Standards effectively and to upgrade that implementation continuously.
- C. Staff development plans for the school district shall address identified needs for Minnesota Academic Standards implementation throughout all levels of the school district programs.
- D. In service, staff meeting, and district and building level staff development plans and programs shall focus on improving implementation of the Minnesota Academic Standards at all levels for all students, including those with special needs.

IV. TRAINING AND PROFESSIONAL DEVELOPMENT

- A. Paraprofessionals. The school district will provide each paraprofessional who assists a licensed teacher in providing student instruction with initial training. Such training will include training in emergency procedures, confidentiality, vulnerability, reporting obligations, discipline, policies, roles and responsibilities, and building orientation. Training will be provided within the first 60 days a paraprofessional begins supervising or working with students.
- B. Teacher/Administrators
 1. The school district will provide high quality and ongoing professional development activities as required by state and federal laws.
 2. The school district will assign an administrator to serve as a highly objective uniform state standard or evaluation (“HOUSSE”) reviewer. The administrator shall meet with teachers and, where appropriate, certify the teacher’s application for highly qualified status.

Legal References:

Minn. Stat § 120B.02 (Results – Oriented Graduation Rule)
Minn. Stat § 120B.11 (School District Process)
Minn. Stat §120B.363 (Credential for Education Paraprofessionals)
Minn. Stat § 122A.16 (Qualified Teacher Defined)
Minn. Stat § 122A.60 (Staff Development Program)
Minn. Rule Parts 3501.0010 - 3501.0180 (~~Rules Relating to~~ Graduation Standards - Mathematics and Reading)
Minn. Rule Parts 3501.0200 - 3501.0290 (~~Rules Relating to~~ Graduation Standards - Written Composition)
~~Minn. Rules Parts 3501.0505 – 3501.0745 (K-12 Standards)~~
Minn. Rules Parts 3501.0505 – 3501.0550 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700 – 3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800 – 3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900 – 3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1000 – 3501.1190 (Graduation –Required Assessment for Diploma)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References:

WBLASB Policy 601 (School District Curriculum and Instruction Goals)
WBLASB Policy 613 (Graduation Requirements)
WBLASB Policy 616 (School District System Accountability)

AGENDA ITEM: **School Board Policy 903, Visitors to School District
Buildings and Sites**

MEETING DATE: **April 9, 2012**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Kathleen Daniels, Director of Special Services
Chris Picha, Director of Human Resources**

Background:

School Board Policy 903, Visitors, has been reviewed by the School Board Policy Committee, had a first reading in March, and is recommended for a second reading. The changes recommended are consistent with those recommended by MSBA.

Recommendation: To approve School Board Policy 903, Visitors, as recommended by the administration.

Adopted: April 28, 1997
Revised: December 10, 2001
Revised: August 25, 2003
Revised:

White Bear Lake Area
School District #624 Policy 903

903 VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. RESPONSIBILITY

- A. It shall be the primary responsibility of the school district administration to recommend procedures to the school board and enforce such procedures that pertain to school visitors. These procedures should reflect input from employees, students and advisory groups, and shall be communicated to the school community and to the general public. Upon approval by the school board, such procedures and requirements shall be an addendum to this policy.
- B. It shall be the responsibility of the superintendent to provide coordination that may be needed throughout the process and provide for periodic school board review and approval of the procedures.
- C. ~~A visitor's privilege may be revoked if the visit is not in the best interest of students, employees, or the school district.~~

IV. DEFINITIONS

- A.B. "Visitor" is defined as any person entering a school, as defined in IV-~~BA~~, for business other than district employees, students, and district officials.

- B.A. “School” is defined as those buildings or sites where students are present for a school activity.

V. VISITOR LIMITATIONS

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

Legal References: Minn. Stat. 123B.02 (General Powers of Independent School Districts)
Minn. Stat. 128C.08 (Assaulting a Sports Official Prohibited)
Minn. Stat. 609.605, Subd. 4 (Trespasses on School Property)
Minn. Stat. 609.748, 749 (Harassment; Restraining Orders and Criminal Prosecution)

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

INDEPENDENT DISTRICT 624 VISITOR PROCEDURES

School is one of the safest places for students. This is because they are surrounded by caring and capable adults, as well as being involved in comforting, established routines. A safe school environment is essential for learning and is one of the highest priorities for White Bear Lake Area Schools. For the security of our students and staff and the safety of our visitors, a uniform District Visitor Policy, 903, has been implemented.

Visitors to District #624 will be asked to produce proof of identification. Visitors will follow the same procedures when entering any district building.

Visitors will be signed in by a staff member and will be issued visitor identification, which must be visible at all times. During events that are open to the public, exceptions and modifications to these procedures may be posted.

When leaving, visitors must return their badge. The time of departure will be recorded. This is a very important step, because in the event of an emergency evacuation, such as a fire drill, we will be using the visitor log to make sure that all visitors are accounted for and have exited safely.

Parents/guardians are welcome to observe their children in the classroom setting. One of the best ways to understand a child's classroom program is through direct observation. Parents/guardians should make an appointment for an appropriate time to visit. Classes may be involved in an assembly, special event or testing if a parent/guardian arrives without notice.

Members of the media who visit the schools must produce identification upon entering the building as a visitor and must provide media credentials when covering school-related activities, including but not limited to classroom visits, assemblies, sporting events and extracurricular event coverage. Media credentials must be visible at all times when covering school-related stories.

While some of these measures may create anxiety, inconvenience or delays, they are necessary steps to provide the safest and most secure learning environment possible.

We hope that by following these basic procedures, our schools will be safer for our guests, our staff, and especially for our students.

Thank you for being our partners in this important effort.

AGENDA ITEM: Tentative Agreement – 2011-2013 Contract
School Service Employees SEIU
Local 284, Secretarial and Clerical

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Christina Picha, Director of Human Resources
Peter Willcoxon, Exec. Dir. of Business Svcs.

BACKGROUND:

The District has reached a tentative agreement with Local 284 on behalf of the District's Secretarial and Clerical employees. The unit ratified the agreement on April 4, 2012.

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

Christina Pichah and Peter Willcoxon Sr. will be available to answer questions.

RECOMMENDATION:

Approve the proposed 2011-13 Master Agreement with Local 284 representing the District's Secretarial and Clerical employees by passing the following resolution.

RESOLUTION:

WHEREAS, the parties have reached a tentative agreement on the 2011-2013 contract;

WHEREAS, the union has ratified the contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2011-2013 agreement and authorizes the Chair and Clerk to execute the agreement on behalf of the School Board.

AGENDA ITEM: Tentative Agreement – 2011-13 Contract
International Union of Operating Engineers
Local 70, Bus Drivers/Bus Aides

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

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

BACKGROUND:

The District has reached a tentative agreement with Local 70 on behalf of the District's Bus Drivers and Bus Aides. The unit ratified the agreement on Monday, April 2, 2012.

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

Chris Picha and Peter Willcoxon, Sr. will be available to answer questions.

RECOMMENDATION:

Approve the proposed 2011-13 Master Agreement with Local 70 representing the District's Bus Drivers and Bus Aides by passing the following resolution.

RESOLUTION:

WHEREAS, the parties have reached a tentative agreement on the 2011-2013 contract;

WHEREAS, the union has ratified the contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2011-2013 agreement and authorizes the Chair and Clerk to execute the agreement on behalf of the School Board.

AGENDA ITEM: Tentative Agreements – 2011-2013 Contract
White Bear Lake Administrative Association

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON: Peter Willcoxon, Exec. Dir. of Business Services
Christina Picha, Director of Human Resources

BACKGROUND:

The District has reached a tentative agreement with the White Bear Lake Administrative Association for the 2011-13 fiscal contract years.

The Board has received in its previous Correspondence details of the tentative agreement.

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

RECOMMENDATION:

Approve the proposed 2011-13 Master Agreement with the White Bear Lake Administrative Association by passing the following resolution.

RESOLUTION:

WHEREAS, the parties have reached tentative agreement on the 2011-2013 contract;

WHEREAS, the association has ratified the contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2011-2013 agreement and authorizes the Chair and Clerk to execute the agreement on behalf of the School Board.

AGENDA ITEM: Tentative Agreements – 2011-13 Contract
White Bear Lake Principals' Association

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON: 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 Principals' Association for the 2011-2013 fiscal contract years.

The Board has received in its previous Correspondence details of the tentative agreement.

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

RECOMMENDATION:

Approve the proposed 2011-13 Master Agreement with the White Bear Lake Principals' Association by passing the following resolution.

RESOLUTION:

WHEREAS, the parties have reached tentative agreement on the 2011-2013 contract;

WHEREAS, the association has ratified the contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2011-2013 agreement and authorizes the Chair and Clerk to execute the agreement on behalf of the School Board.

AGENDA ITEM: Tentative Agreements – 2011-2013 Contract
Superintendent's Cabinet

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON: Dr. Michael Lovett.
Christina Picha, Director of Human Resources

BACKGROUND:

The District has developed proposals for contracts with individual members of the Superintendent's Cabinet for the 2011-13 fiscal years. Cabinet members consist of the following Directors: Executive Director of Business Services, Assistant Superintendent, Director of Human Resources, Director of Special Services, and Director of Community Services and Recreation and Director of Communications and Community Relations.

The Board has received in its previous correspondence details of the proposals for the individual members. Salaries for cabinet members are influenced by a market analysis of our surrounding districts and individual job responsibilities. The superintendent's cabinet members are not an organized group recognized by the Bureau of Mediation.

The Board has received in its previous correspondence details of the tentative agreement.

Dr. Lovett and Christina Picha will be available to answer questions.

RECOMMENDATION:

Approve the proposed 2011-13 Agreements with the individual members of the Superintendent's Cabinet.

RESOLUTION:

WHEREAS, the parties have reached tentative agreement on the 2011-2013 individual member contracts;

WHEREAS, the individual members agree to the terms of their individual contracts;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2011-2013 individual member agreements and authorizes the Chair and Clerk to execute the agreements on behalf of the School Board.

AGENDA ITEM: Proposed 2011-2013 Salary Rates
For At-Will Employees

MEETING DATE: April 9, 2012

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Christina Picha, Director of Human Resources
Pete Willcoxon Sr., Exec. Dir. Business Services

BACKGROUND:

The District has a few employees that are not associated with any bargaining groups recognized by the Bureau of Mediation. These individuals are, for the most part, professional employees.

The Board has received in its previous correspondence the salaries or salary rates for these professional employees.

Chris Picha and Pete Willcoxon will be available to answer questions.

RECOMMENDATION:

Approve the proposed salaries and/or salary rates for the District's at-will employees.