

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

July 11, 2016

MISSION STATEMENT

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

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

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

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

To: Members of the School Board

From: Dr. Michael J. Lovett
Superintendent of Schools

Date: July 1, 2016

A meeting of the White Bear Lake Area School Board will be held on **Monday, July 11, 2016** 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. Superintendent's Report

D. DISCUSSION ITEMS

E. OPERATIONAL ITEMS

1. Action on Student Transportation Services Agreement with First Student, Inc.
2. Action on Long Term Facility Maintenance Plan
3. Action on 2016-17 Resolution for Membership in the Minnesota State High School League
4. Action on Recommendation to Designate Identified Officials with Authority as Required by the Minnesota Department of Education
5. Action on School Board Meeting Dates for 2017-18
6. Action on 2016-17, 2017-18 and 2018-19 Tentative Agreement with Nutrition Services
7. Action on Amendment to Agreement Between Ramsey County and White Bear Lake Area Schools for Election Services for 2017-2020.
8. Action on Bid for South Campus Stadium Press Box
9. Action on School Board Policies:
 - a. Policy 102, Equal Educational Opportunity
 - b. Policy 413, Harassment and Violence
 - c. Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **July 11, 2016**
SUGGESTED DISPOSITION: **Action Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

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

Consent Agenda

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

RECOMMENDATION:

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

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **July 11, 2016**
SUGGESTED DISPOSITION: **Action Item**
CONTACT PERSON(S): **Ellen Fahey, School Board Clerk**

BACKGROUND:

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

RECOMMENDATION: Approve minutes.

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

A meeting of the White Bear Lake Area School Board was held on **Monday, June 13, 2016** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

A. PROCEDURAL ITEMS

1. Chair Newberg called the meeting to order at 7:00 p.m.
2. Roll Call – Present: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman
Ex-Officio absent: Michael Lovett, Superintendent of Schools
Cabinet: Daniels, Garrison, Goers, Kazmierczak, Paul, Vette
Student School Board Representative: Renner
3. Pledge of Allegiance
4. Wilson moved and Newmaster seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Chapman moved and Wilson seconded to approve the consent agenda consisting of:
 - Approval of minutes of regular meeting of May 9, 2016 and work-study session of May 23, 2016;
 - Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - Passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - Passage of resolution to approve personnel issues to include:
 - **RESIGNATIONS/TERMINATION – CLASSIFIED STAFF**
 - Emily Clark - Program Assistant Leader, Oneka Elementary
Employed by District 624 since 09/15/2015
Effective Date: 06/10/2016
 - Laura Cook – Administrative Assistant-Principal, Birch Lake Elementary
Employed by District 624 since 11/24/2014
Effective Date: 05/20/2016
 - Marilee Chaplin - Part Time Cook, High School – South Campus
Employed by District 624 since 05/15/2006
Effective Date: 06/10/2016
 - Maria Eterno - Program Assistant Leader, Matoska International
Employed by District 624 since 09/21/2015
Effective Date: 06/09/2016
 - Thomas Frazer – Bus Driver, Bus Garage
Employed by District 624 since 09/02/2015
Effective Date: 05/09/2016
 - Said Hirsi – Program Assistant Leader, Vadnais Heights Elementary
Employed by District 624 since 01/04/2016
Effective Date: 06/09/2016
 - Laurie Johnson – Program Assistant Leader, Matoska International
Employed by District 624 since 09/15/2015
Effective Date: 05/25/2016
 - Katie Maslowski – Program Assistant Leader, Matoska International
Employed by District 624 since 09/15/2015
Effective Date: 06/09/2016
 - MATRACA MCKAY** – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 01/27/2016
Effective Date: 06/03/2016

David Nelson – Pupil Support Assistant, Birch Lake Elementary
Employed by District 624 since 03/28//2016
Effective Date: 05/04/2016

Ronald Newbauer – Bus Driver, Bus Garage
Employed by District 624 since 09/02/2015
Effective Date: 05/19/2016

Kelly Zdon – Pupil Support Assistant, High School – North Campus
Employed by District 624 since 02/22/2016
Effective Date: 06/09/2016

➤ **Retirement – Classified Staff**

Linda Adams – Administrative Assistant-Principal, Sunrise Park Middle School
Employed by District 624 since 05/09/1996
Effective Date: 06/30/2016

Patricia Coffey – Pupil Support Assistant, Otter Lake Elementary
Employed by District 624 since 08/27/1996
Effective Date: 08/27/2016

Judy Enroth – Pupil Support Assistant, Willow Lane Elementary
Employed by District 624 since 09/24/2002
Effective Date: 06/09/2016

Connie Gillen – Student Supervisor, Area Learning Center
Employed by District 624 since 08/27/1997
Effective Date: 06/30/2016

➤ **Full – Time Leave Request – Classified Staff**

Brittini Kriegler – Attendance Clerk, High School – South Campus
Employed by District 624 since 08/18/2015
Effective Date: May 11, 2016 through June 10, 2016

➤ **Full – Time Leave Request – Certified Staff**

David Cava – Science Teacher, High School – South Campus
Employed by District 624 since 08/22/1996
Effective Date: May 9, 2016 through June 10, 2016

Stephanie Dellaria – Special Education Teacher, Otter Lake Elementary
Employed by District 624 since 08/20/2014
Effective Date: April 9, 2016 through May 26, 2016

Jen Engman – Special Education Teacher, Sunrise Park Middle School
Employed by District 624 since 08/24/2011
Effective Date: 2016-2017 School Year

Amy Gerten – Grade 3 Teacher, Lincoln Elementary
Employed by District 624 since 08/22/2002
Effective Date: March 2, 2016 through June 10, 2016

Pamela Johnstone – Grade 5 Teacher, Lincoln Elementary
Employed by District 624 since 08/27/2009
Effective Date: April 26, 2016 through June 10, 2016

➤ **Change of Assignment – Classified Staff**

Heather Schmidt – .4 Instr. Tech & .6 Lang. Arts, Central to Peer Reviewer,
District Wide
Employed by District 624 since 08/22/1998
Effective Date: 2016 - 2017 School Year

Deb Thibault – Intervention Teacher, Lincoln Elementary to Literacy Coach,
District Wide
Employed by District 624 since 08/22/1998
Effective Date: 2016 - 2017 School Year

Carla Triggs – Grade 5 Teacher, Oneka Elementary to Literacy Coach, District Wide

Employed by District 624 since 08/24/1998

Effective Date: 2016 - 2017 School Year

Merrily Wolters – Grade 5 Teacher, Lakeaires Elementary to Literacy Coach, District Wide

Employed by District 624 since 09/22/1997

Effective Date: 2016 - 2017 School Year

➤ **New Personnel – Classified Staff**

Suzanne Baker – Part Time Cook, Birch Lake Elementary

\$14.22 / hr., 3 hrs.

Effective Date: 05/02/2016

Ray Flint II – Part Time Custodian, Central & Transition Education Center

\$17.12 / hr., +.25 SD, 5.5 hrs.

Effective Date: 05/23/2016

David Gurney – Custodian, Matoska International

\$17.12 / hr., +.25 SD, 8 hrs.

Effective Date: 05/23/2016

Rachel Rancour – Part Time Cook, Central Middle School

\$14.22 / hr., 3 hrs.,

Effective Date: 05/02/2016

Laura Wright – Administrative Assistant-Principal/Child Study, Birch Lake Elementary

\$18.15 / hr., 6.0 hrs., & \$16.62/hr., 2.0 hrs.

Effective Date: 06/06/2016

➤ **New Personnel – Certified Staff**

Daniel Barrett Jr – Grade 4 Teacher, Oneka Elementary

MA, Step 11 \$66,180

Effective Date: 2016 - 2017 School Year

Kendra Herder – Math Teacher, Central Middle School

BA+15, Step 5 \$47,072.00

Effective Date: 2016 - 2017 School Year

Laurel Hay – Special Education Teacher, Otter Lake Elementary

MA, Step 5 \$51,905.00

Effective Date: 2016 - 2017 School Year

Adam Holman – Special Education Teacher, Building to be Determined

MA, Step 4 \$50,152.00

Effective Date: 2016 - 2017 School Year

Carly Jerry – Health/ Physical Education/DAPE Teacher, Central Middle School

BA, Step 1 \$41,425.00

Effective Date: 2016 - 2017 School Year

Sarah Kolman-Keen – Special Education Teacher, Vadnais Heights Elementary

MA, Step 7 \$55,565.00

Effective Date: 2016 - 2017 School Year

Adriana Kolodny – .8 fte Spanish Teacher, Birch Lake & Otter Lake Elementary

BA+60, Step 4 \$38,951.00

Effective Date: 2016 - 2017 School Year

Wengian (Mary) Liang – Kindergarten Teacher, Otter Lake Elementary

MA, Step 1 \$45,933.00

Effective Date: 2016 - 2017 School Year

Jesse Maloney – Science Teacher, Central Middle School

BA+45, Step 11 \$59,219

Effective Date: 2016 - 2017 School Year

Sara McMackins – Special Education Teacher, Normandy Park
MA, Step 2 \$47,368.00

Effective Date: 2016 - 2017 School Year

Christine Moren – Grade 5 Teacher, Oneka Elementary

BA, Step 5 \$45,960

Effective Date: 2016 - 2017 School Year

Amber Palony – Literacy Coach, District Wide

MA, Step 9 \$60,134

Effective Date: 2016 - 2017 School Year

Andrew Parr – Vocal Music Teacher, Central Middle School

BA, Step 1 \$41,425.00

Effective Date: 2016 - 2017 School Year

Rebecca Plachy – Orchestra Teacher, Central & Sunrise Park Middle School

BA, Step 2 \$42,268.00

Effective Date: 2016 - 2017 School Year

Dag Riseng – Special Education Teacher, District Wide

MA+45, Step 13 \$77,913.00

Effective Date: 2016 - 2017 School Year

Lori Schouvieller – Literacy Coach, District Wide

BA +60, Step 13 \$64,303.00

Effective Date: 2016 - 2017 School Year

Abigail Snyder – Grade 1 Teacher, Hugo Elementary

BA, Step 4 \$44,495.00

Effective Date: 2016 - 2017 School Year

Michelle Uetz – .85 Special Education Teacher, Transition Education Center

MA, Step 9 \$51,113.90

Effective Date: 2016 - 2017 School Year

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

Lindsey Holz – Grade 3 Teacher, Oneka Elementary

BA, Step 3 \$43,026.00

Effective Date: 2016 - 2017 School Year

Gustav Rustan – Science Teacher, High School – South Campus

PhD, Step 1 \$6,414.00 (Pro-rated on \$49,773)

Effective Date: May 9, 2016 through June 10, 2016

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

B. PUBLIC FORUM

C. INFORMATION ITEMS

1. Recognition for Environmental Award: Race to Reduce - On Thursday, May 26 our Race to Reduce partnership was selected as a winner at the Environmental Initiative Awards. The Environmental Initiative, a nonprofit organization, annually honors programs that have achieved extraordinary outcomes by harnessing the power of partnership to develop collaborative solutions to MN environmental problems. A special acknowledgement to the team that made this happen: Sara Alexander and Patty Hall from H2O for Life, Assistant Superintendent Sara Paul, Principals Chris Streiff and Tim Schochenmaier, with significant credit to the individual teachers who provided creative and compelling work of matching water conservation strategies with state standards so this work is not an add-on, but rather embedded as a critical part of our curriculum. It is this that makes this work so valuable for schools state-wide. Present at the meeting to answer questions were Assistant

Superintendent Sara Paul, Principal Chris Streiff, grade 3 teachers Chelsea Feider and Karen Beirise, and Sara Alexander from H2O for Life.

2. Superintendent's Report - On Thursday, May 26 our Race to Reduce partnership was selected as a winner at the Environmental Initiative Awards. The Environmental Initiative, a nonprofit organization, annually honors programs that have achieved extraordinary outcomes by harnessing the power of partnership to develop collaborative solutions to MN environmental problems. A special acknowledgement to the team that made this happen: Sara Alexander and Patty Hall from H2O for Life, Assistant Superintendent Sara Paul, Principals Chris Streiff and Tim Schochenmaier, with significant credit to the individual teachers who provided creative and compelling work of matching water conservation strategies with state standards so this work is not an add-on, but rather embedded as a critical part of our curriculum. It is this that makes this work so valuable for schools state-wide. Present at the meeting to answer questions were Assistant Superintendent Sara Paul, Principal Chris Streiff, grade 3 teachers Chelsea Feider and Karen Beirise, and Sara Alexander from H2O for Life.

D. DISCUSSION ITEMS

1. First Reading of School Board Policies:
 - a. Policy 102, Equal Educational Opportunity
 - b. Policy 413, Harassment and Violence
 - c. Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse

These policies were discussed with the Board and will return as an action item on the July 11, 2016 Board agenda.

E. OPERATIONAL ITEMS

1. Action on 2016-17 Preliminary Budget – Dr. Kazmierczak, Assistant Superintendent for Finance and Operations, provided information on the 2017 preliminary budget. Wilson moved and Kimball seconded to approve the fiscal year 2017 preliminary budget as presented. ***Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman nays: none. Motion carried.***
2. Mullin moved and Chapman seconded to approve the property and casualty insurance package with the Minnesota Insurance Scholastic Trust (MIST) in the amount of \$314,951 effective July 1, 2016 through June 30, 2017. ***Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman nays: none. Motion carried.***
3. Chapman moved and Newmaster seconded to accept the quote of \$702,760 from Risk Administration Services, Inc. (RAS) for workers compensation insurance effective July 1, 2016 through June 30, 2017. ***Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman nays: none. Motion carried.***
4. Action on Student Transportation Contracts
 - a. Wilson moved and Newmaster seconded to approve the agreement with Twin Cities Transportation, Inc. for Type III student transportation services for two years commencing August 1, 2016 and ending July 31, 2018, with an option to extend for an additional two years, consistent with Minnesota Statutes 2015, Section 123B.52,

Subds. 1 and 3. ***Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman nays: none. Motion carried.***

- b. Chapman moved and Wilson seconded to approve the agreement with Treasured Transportation, LLC for Type III student transportation services for two years commencing August 1, 2016 and ending July 31, 2018, with an option to extend for an additional two years, consistent with Minnesota Statutes 2015, Section 123B.52, Subds. 1 and 3. ***Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman nays: none. Motion carried.***

5. Wilson moved and Newmaster seconded to approve the meal prices for 2016-17 school year as presented:

Student Breakfast - \$1.70

Adult Breakfast – 1.90

Elementary Lunch - \$2.50

Secondary Lunch - \$2.95

Adult Lunch - \$4.00

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

6. Kimball moved and Chapman seconded to move to approve the Resolution Approving Northeast Metropolitan Intermediate School District No. 916's Long Term Facility Maintenance Budget and Authorizing the Inclusion of a Proportionate Share of Those Projects in the District's Application for Long Term Facility Maintenance Revenue as presented. ***Roll call vote: ayes: Fahey, Kimball, Newberg, Newmaster, Wilson, Chapman nay: Mullin. Motion carried.***
7. Wilson moved and Newmaster seconded to approve the proposed 2015-2016 and 2016-2017 Master Agreement with SEIU Local 284 School Service Employees Union representing the Extended Day employees of White Bear Lake Area Schools by passing the following resolution.

RESOLUTION: WHEREAS, the parties have reached a tentative agreement on the 2015-16 and 2016-2017 Contract;

WHEREAS, the group has ratified the Contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2015-2017 Agreement and authorizes the Chair and Clerk to execute the Agreement on behalf of the School Board

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

8. Fahey moved and Kimball seconded to approve Monday, July 11, 2016 from Action on Scheduling Date and Time of Work-Study/Board Retreat on Monday, July 11 from 2:30 – 5:30 p.m. in the Community Room at District Center. ***Voice vote: all ayes. Motion carried.***
9. Wilson moved and Newberg seconded to approve the action on probationary release as recommended. ***Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman nays: none. Motion carried.***

10. Action on School Board Policies:

- a. Policy 506, Discipline
- b. Policy 601, School District Curriculum and Instruction Goals

Chapman moved and Wilson seconded to approve School Board Policies 506 and 601 as recommended by the Policy committee and administration. ***Voice vote: all ayes. Motion carried.***

- F. BOARD FORUM** - Wilson reported on the successful graduation ceremonies and congratulated all graduates. He recognized the spring athletes and artists that are still competing and Krya Renner for her level of commitment as student School Board representative. Kimball thanked the retirees for their years of service and welcomed the new hires. Newberg congratulated Kimball on reaching a milestone birthday.
- G. ADJOURNMENT** - Wilson moved and Newberg seconded to adjourn the meeting at 8:49 p.m. ***Voice vote: all ayes. Motion carried.***

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **July 11, 2016**

SUGGESTED DISPOSITION: **Action Item**

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

BACKGROUND:

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

RECOMMENDATION:

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

White Bear Lake Area Schools Electronic Transfers - June

	6/15/2016	6/30/2016
Direct Deposit 447209-448670	6,479,131.27	
U.S. Treasury (FICA, Medicare, withholding)	2,488,347.05	
MN State Income Tax	395,539.91	
PERA	167,210.04	
TRA	1,321,007.61	
White Bear Lake Teacher's Association	901.55	
Empower	12,653.33	
American Funds	292,974.18	
AIG	21,978.65	
ESI	98,463.29	
AXA	136,163.57	
State of MN Levies	2,182.36	
Direct Deposit 448671-449527		564,705.05
U.S. Treasury (FICA, Medicare, withholding)		193,419.23
MN State Income Tax		28,159.34
PERA		71,868.97
TRA		39,713.93
Empower		1,046.04
American Funds		11,151.38
AIG		1,215.65
ESI		3,322.51
AXA		4,636.12
State of MN Levies		1,576.50

Check Nbr	Vendor Name	Check Date	Check Amount
71004	AMAZON	06/02/2016	576.70
71005	AMAZON	06/02/2016	1,356.40
71006	HISTORY DAY SUPPORT CLUB	06/02/2016	250.00
3	Computer	Check(s) For a Total of	2,183.10

	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	2,183.10
Total For	3	Manual, Wire Tran, ACH &	Computer Checks	2,183.10
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,183.10

Check Nbr	Vendor Name	Check Date	Check Amount
151601181	ACCIARI, NICOLE E	06/07/2016	113.22
151601182	ADAMS, LINDA J	06/07/2016	99.90
151601183	ANDERSON, CHRISTINE E	06/07/2016	339.29
151601184	ANDERSON, MELISSA KAY	06/07/2016	68.31
151601185	BARKLEY, DANIELLE M	06/07/2016	920.18
151601186	BERNIER, CARYN S	06/07/2016	204.66
151601187	BERNSTEIN, NANCY J	06/07/2016	36.87
151601188	BOCK, JOSHUA Z	06/07/2016	10.00
151601189	BRUSKI, JERRILYN A	06/07/2016	60.01
151601190	BURMEISTER, JANE M	06/07/2016	157.47
151601191	CAPAN, NANCY A	06/07/2016	37.97
151601192	CARLSON-CASA DE CALVO, JANET L	06/07/2016	80.46
151601193	CHAKOLIS, RICHARD A	06/07/2016	245.74
151601194	CHRISTENSEN, JOSEPH C	06/07/2016	986.15
151601195	DANIELSON, MATTHEW C	06/07/2016	60.21
151601196	DARGAY, ANGELA D	06/07/2016	27.83
151601197	DERBY, SARA A	06/07/2016	349.07
151601198	DITTRICH, TIFFANY A	06/07/2016	90.00
151601199	ECKTON, DANA MP	06/07/2016	15.38
151601200	EGEMO, PATRICIA ANN	06/07/2016	17.01
151601201	EIKENBARY, ABIGALE L	06/07/2016	468.40
151601202	ENGSTRAN, KARRI	06/07/2016	137.70
151601203	ENGSTRAN, PAUL A	06/07/2016	40.00
151601204	FINK, AVIS A	06/07/2016	294.25
151601205	FLEMING, MARY CA	06/07/2016	95.97
151601206	FROST, LORI J	06/07/2016	199.72
151601207	FUHRMAN, SARAH J	06/07/2016	144.20
151601208	GRATZ, MICHELLE C	06/07/2016	135.11
151601209	HAWKINSON, STEVEN A	06/07/2016	269.00
151601210	HELD, KATELIN E	06/07/2016	40.88
151601211	HOLMAN, DUSTIN D	06/07/2016	41.04
151601212	HOPKINS, JULIE C	06/07/2016	122.20
151601213	HUNSTIGER, NATHAN A	06/07/2016	214.00
151601214	JACOBS, HEATHER A	06/07/2016	1,413.39
151601215	JAMIESON, SARAH A	06/07/2016	65.00
151601216	JOHNSON, CORTNEY K	06/07/2016	80.73
151601217	JOYCE, DEBORAH J	06/07/2016	131.50
151601218	KAZMIERCZAK, WAYNE A	06/07/2016	1,026.60
151601219	KENT, SHEILA B	06/07/2016	126.44
151601220	KENTFIELD, KELLY S	06/07/2016	212.40
151601221	KERBAGE, STEPHANIE A	06/07/2016	160.08
151601222	KOVACICH, DANIEL KRAIG	06/07/2016	110.81
151601223	KRAMLINGER, TRACEY A	06/07/2016	103.68
151601224	KRANZ, HANNAH M	06/07/2016	32.40
151601225	LAFRINIER, JENNIFER A	06/07/2016	84.16
151601226	LAMWERS, LINDSAY M	06/07/2016	410.09
151601227	LASSILA, BECKY M	06/07/2016	159.21
151601228	LATUFF, JENNIFER J	06/07/2016	99.00
151601229	LEIBEL, KARI A	06/07/2016	60.48
151601230	LIEKIS, KENNETH J	06/07/2016	28.02

Check Nbr	Vendor Name	Check Date	Check Amount
151601231	LOVETT, MICHAEL J	06/07/2016	564.20
151601232	MAHLUM, CAMERON JAMES	06/07/2016	150.00
151601233	MARSH, KATHERINE M	06/07/2016	258.37
151601234	MASSA, JAYMI E	06/07/2016	76.68
151601235	MATTICE, JULIE A	06/07/2016	96.14
151601236	MCGRAW, TIMOTHY P	06/07/2016	154.06
151601237	MELQUIST, NANCY J	06/07/2016	148.67
151601238	MENCKE, LAURIE ANN	06/07/2016	88.37
151601239	MERHAR, BRIAN P	06/07/2016	453.87
151601240	MESSNER, AMBER L	06/07/2016	33.64
151601241	MEUWISSEN, PAUL WILLIAM	06/07/2016	363.37
151601242	MURPHY, MOLLY C	06/07/2016	75.00
151601243	NADEAU, CODY J	06/07/2016	19.87
151601244	NAKAGAKI, BENJAMIN P	06/07/2016	36.53
151601245	NASVIK, CRAIG S	06/07/2016	71.00
151601246	NASVIK, JULIE A	06/07/2016	15.38
151601247	NIKKEL, DIANE L	06/07/2016	117.21
151601248	CONNELL, CHRISTOPHER J	06/07/2016	12.40
151601249	OLSON, VICKI S	06/07/2016	75.98
151601250	OTTAVIANI, AMY M	06/07/2016	412.13
151601251	OUREN, LISA M	06/07/2016	260.00
151601252	PHILLIPS, LISA A	06/07/2016	133.41
151601253	POKORNY, MARY J	06/07/2016	383.85
151601254	RATLIFF, GERALD	06/07/2016	37.80
151601255	RUEBL, CELESTE B	06/07/2016	399.00
151601256	RUOHOMAKI, TERESA M	06/07/2016	29.64
151601257	SAMUELSON, BETH A	06/07/2016	336.96
151601258	SCHWEIZER, JENNIFER M	06/07/2016	149.63
151601259	SELB, MICHAEL R	06/07/2016	1,628.00
151601260	SOMORA, LORI M	06/07/2016	88.00
151601261	SPREEMAN, MARIBETH	06/07/2016	194.98
151601262	ST MARTIN, LINDA MARIE	06/07/2016	10.80
151601263	STEELE, CYNTHIA L	06/07/2016	84.72
151601264	SWENSON, EVELYN J	06/07/2016	152.83
151601265	SYNAN, ERIN K	06/07/2016	9.88
151601266	THIBAUT, DEBRA S	06/07/2016	30.00
151601267	TROSKE, CARRIE L	06/07/2016	180.22
151601268	VAUGHN, DEBRA JEAN	06/07/2016	282.00
151601269	YOUNKER, KATHRYN R	06/07/2016	33.95

89	ACH	Check(s) For a Total of	18,074.73
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	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	89	ACH	Checks For a Total of	18,074.73
	0	Computer	Checks For a Total of	0.00
Total For	89	Manual, Wire Tran, ACH &	Computer Checks	18,074.73
Less	0	Voided	Checks For a Total of	0.00
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0	BMO	06/08/2016	10,033.71
1	Manual	Check(s) For a Total of	10,033.71

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71007	1000 PETALS	06/09/2016	3,200.00
71008	AARP DRIVER SAFETY PROGRAM	06/09/2016	340.00
71009	ABBOTT PAINT & CARPET INC	06/09/2016	312.05
71010	ACCLAIM SERVICES INC	06/09/2016	1,938.50
71011	AGROPUR INC	06/09/2016	19,890.06
71012	ALS FOUNDATION	06/09/2016	400.00
71013	AMAZON	06/09/2016	3,799.29
71014	AMERICAN MESSAGING	06/09/2016	93.82
71015	AMER RED CROSS	06/09/2016	1,269.00
71016	AMERIPRIDE SERVICES	06/09/2016	757.61
71017	ANDERSON, PATRICIA	06/09/2016	25.50
71018	AP EXAMS	06/09/2016	59,307.00
71019	APPLE COMPUTER INC	06/09/2016	758.00
71020	APPLE TEXTBOOKS	06/09/2016	2,023.34
71021	APPLECREST ORCHARDS	06/09/2016	438.00
71022	APPLIED ENVIRONMENTAL SCI INC	06/09/2016	8,205.00
71023	ARFI, THERESA	06/09/2016	80.00
71024	ARMSTRONG, SARAH	06/09/2016	69.55
71025	ASTLEFORD INTERNATIONAL TRUCKS	06/09/2016	1,249.34
71026	BARNETT WB CHRYSLER JEEP DODGE	06/09/2016	94.32
71027	BATTERIES PLUS BULBS	06/09/2016	405.09
71028	BEAUCLAIRE, ETHAN JAMES	06/09/2016	500.00
71029	BECERRA, ANGELA XIMENA	06/09/2016	200.00
71030	Vendor Continued Check	06/09/2016	0.00
71031	BENCHMARK EDUCATION COMPANY	06/09/2016	14,617.90
71032	BEST WESTERN WB COUNTRY INN	06/09/2016	1,200.00
71033	BIEHN, VICTORIA	06/09/2016	65.00
71034	BUSINESS IMPACT GROUP	06/09/2016	1,612.85
71035	BIG BELL ICE CREAM CO	06/09/2016	180.25
71036	BIO CORPORATION	06/09/2016	803.76
71037	BIRDIE MARKETING INC	06/09/2016	4,900.00
71038	BLAESING, THEODORE S	06/09/2016	2,319.60
71039	BLICK ART MATERIALS	06/09/2016	201.48
71040	BORCHERS, WILLIAM S	06/09/2016	129.00
71041	BOUMAN, JEFF	06/09/2016	77.00
71042	BRIGHTBYTES	06/09/2016	6,616.76
71043	BROWN INDUSTRIES INC	06/09/2016	183.25
71044	BSN SPORTS	06/09/2016	146.00
71045	CALCULATORS INC	06/09/2016	2,068.00
71046	CAMBIUM LEARNING INC	06/09/2016	217.69
71047	CARDWELL, EMILY	06/09/2016	351.00
71048	CARON, MELISSA FAYE	06/09/2016	17.00
71049	CARROT-TOP INDUSTRIES INC	06/09/2016	45.62
71050	CDW GOVERNMENT INC	06/09/2016	550.34
71051	CERTIFIED LABORATORIES	06/09/2016	804.21
71052	CHAMPION YOUTH	06/09/2016	857.50
71053	CINTAS CORP #470	06/09/2016	399.55
71054	COBORNS DELIVERS	06/09/2016	313.92
71055	COCA-COLA BOTTLING MIDWEST CO	06/09/2016	469.44
71056	COMCAST	06/09/2016	5.26

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71057	COMO PARK ZOO AND CONSERVATORY	06/09/2016	250.00
71058	COMPAS INC	06/09/2016	3,075.00
71059	COMSTOCK & SONS INC	06/09/2016	2,716.00
71060	CONNEY SAFETY	06/09/2016	169.52
71061	CONTINENTAL RESEARCH CORP	06/09/2016	183.44
71062	CRAWFORD, CALLAHAN M	06/09/2016	52.00
71063	CROSSROAD ANIMAL SHELTER	06/09/2016	200.00
71064	CROWN TROPHY	06/09/2016	24.00
71065	CRYSTAL CAVE INC	06/09/2016	2,435.00
71066	CUB FOODS OF WHITE BEAR TWSHP	06/09/2016	620.41
71067	CUSTOM IMAGE	06/09/2016	594.00
71068	D ERVASTI SALES CO LLC	06/09/2016	406.20
71069	DALCO CORPORATION	06/09/2016	57,043.81
71070	DATA MANAGEMENT INC	06/09/2016	610.56
71071	DELLWOOD COUNTRY CLUB	06/09/2016	1,596.08
71072	DELTA EDUCATION	06/09/2016	262.40
71073	DISCOUNT SCHOOL SUPPLY	06/09/2016	2,049.75
71074	DISERA, ALLYSON ROSE	06/09/2016	500.00
71075	DIVERSIFIED SNACK DISTRIBUTION	06/09/2016	1,299.74
71076	DOMINOS PIZZA	06/09/2016	234.67
71077	DONATELLI'S	06/09/2016	1,945.32
71078	DOOR SERVICE COMPANY	06/09/2016	6,564.00
71079	DREAMBOX LEARNING	06/09/2016	250.00
71080	DEFINITIVE TECHNOLOGY SOLUTION	06/09/2016	130.67
71081	EASTBURN, MIA	06/09/2016	65.00
71082	ECKROTH MUSIC	06/09/2016	528.30
71083	ED'S TROPHIES INC	06/09/2016	26.00
71084	EDINA AQUATIC CENTER	06/09/2016	971.25
71085	EDTECH TEAM	06/09/2016	329.00
71086	EGAN, STERLING	06/09/2016	129.00
71087	EKEGREN, JEANNE	06/09/2016	116.00
71088	ELLEFSSEN, JULEE T	06/09/2016	178.20
71089	EPPS-WILBORN, WILLAR A	06/09/2016	30.00
71090	EPS LITERACY & INTERVENTION	06/09/2016	298.65
71091	Vendor Continued Check	06/09/2016	0.00
71092	FASTENAL COMPANY	06/09/2016	1,030.80
71093	FIRST STUDENT INC	06/09/2016	157,980.65
71094	FIRST-SHRED	06/09/2016	31.60
71095	FLANAGAN, HOPE	06/09/2016	400.00
71096	FLICEK WELDING LLC	06/09/2016	12,400.00
71097	FLINN SCIENTIFIC INC	06/09/2016	1,039.68
71098	FORCIER, ELSIE	06/09/2016	20.81
71099	FOSS, ROXANNE	06/09/2016	17.00
71100	FREE THE CHILDREN	06/09/2016	1,194.00
71101	FREY SCIENTIFIC	06/09/2016	83.97
71102	GALLAGHERS NORTHWESTERN TIRE C	06/09/2016	70.80
71103	GARDEN & ASSOCIATES INC	06/09/2016	100.00
71104	GARVEY, PATRICIA	06/09/2016	28.90
71105	GEM LAKE HILLS LLC	06/09/2016	2,611.17
71106	GOPHER STAGE LIGHTING	06/09/2016	210.00

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71107	GOPHERMODS EDUC LLC	06/09/2016	59.00
71108	GRAFFIC TRAFFIC LLC	06/09/2016	275.00
71109	GRAINGER	06/09/2016	458.04
71110	Vendor Continued Check	06/09/2016	0.00
71111	GRANDMA'S BAKERY INC	06/09/2016	791.32
71112	GREAT RIVER OFFICE PRODUCTS	06/09/2016	175.00
71113	GREATAMERICA FINANCIAL SERVICE	06/09/2016	1,020.26
71114	GROTH MUSIC CO	06/09/2016	576.86
71115	H2O FOR LIFE	06/09/2016	355.00
71116	H2O FOR LIFE	06/09/2016	931.75
71117	HAAG, LOIS	06/09/2016	15.30
71118	HALLBERG ENGINEERING INC	06/09/2016	3,618.20
71119	HALO TRANSPORTATION	06/09/2016	20,907.50
71120	HANSON, DARLENE	06/09/2016	18.70
71121	HANSON, DONNA	06/09/2016	27.20
71122	HISDAHL INC	06/09/2016	563.98
71123	HOME DEPOT CREDIT SERVICES	06/09/2016	260.88
71124	HOYT, DANNA	06/09/2016	17.00
71125	HUERTH, MICHAEL	06/09/2016	3,185.20
71126	Vendor Continued Check	06/09/2016	0.00
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71129	Vendor Continued Check	06/09/2016	0.00
71130	IFD	06/09/2016	99,084.14
71131	IMMERSIVE ENGINEERING INC	06/09/2016	1,800.00
71132	INNOVATIVE OFFICE SOLUTIONS	06/09/2016	143.42
71133	INSIGHT INVESTMENTS LLC	06/09/2016	75.00
71134	INSTRUMENTALIST AWARDS	06/09/2016	109.00
71135	INTEGRA TELECOM	06/09/2016	431.52
71136	INTEGRA	06/09/2016	3,174.14
71137	INTL BACCALAUREATE ORGANIZATIO	06/09/2016	9,788.00
71138	JENS VENDING	06/09/2016	268.00
71139	JIMMY JOHNS #869	06/09/2016	113.14
71140	JOHNSON, ELLA	06/09/2016	200.00
71141	JOHNSON, GERALD	06/09/2016	68.00
71142	JOHNSON, JUDITH ANN	06/09/2016	282.50
71143	JOHNSON, KEITH	06/09/2016	68.00
71144	JW PEPPER & SON INC	06/09/2016	249.99
71145	KABBE, ANNAI	06/09/2016	25.00
71146	KATH FUEL OIL SERVICE CO	06/09/2016	14,923.95
71147	KEPHART, MADISYN JOY	06/09/2016	500.00
71148	KIMBALL MIDWEST	06/09/2016	182.87
71149	KINCAID, ADRIENNE	06/09/2016	17.00
71150	KITTELSON, APRIL STEPHINE	06/09/2016	20.00
71151	KONICA MINOLTA PREMIER FINANCE	06/09/2016	4,925.94
71152	KOREEN, GLORIA	06/09/2016	24.22
71153	KOWITZ, MARY J	06/09/2016	251.15
71154	KRAFT CONTRACTING & MECHANICAL	06/09/2016	3,392.82
71155	KROCAK, DIONTAE DELORAEN	06/09/2016	200.00
71156	LAKEAIRES PTO	06/09/2016	1,000.00

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71157	LAKESHORE LEARNING MATERIALS	06/09/2016	3,361.83
71158	LAKEVIEW ELECTRICAL SERVICES	06/09/2016	475.00
71159	LANDS BEST FOODS	06/09/2016	1,034.65
71160	LANGUAGE CIRCLE ENTERPRISES	06/09/2016	275.00
71161	LARSON, MELANIE	06/09/2016	17.00
71162	LARSON ENGINEERING INC	06/09/2016	3,120.00
71163	LEE, CASSIDY PAJNAG	06/09/2016	200.00
71164	THE LEUKEMIA & LYMPHOMA SOCIET	06/09/2016	496.27
71165	LEVASSEUR, MARY	06/09/2016	57.80
71166	LHB INC	06/09/2016	22,804.03
71167	LIDS TEAM SPORTS	06/09/2016	827.39
71168	LIFETIME	06/09/2016	45.00
71169	LINDHOLM, LYNN	06/09/2016	23.80
71170	LOFFLER	06/09/2016	246.00
71171	LUECK, DOUGLAS	06/09/2016	280.00
71172	LUKAN, MATTHEW	06/09/2016	76.00
71173	MACKIN EDUCATIONAL RESOURCES	06/09/2016	1,236.20
71174	THE MAH JONGG MAVEN	06/09/2016	12.66
71175	MAILFINANCE INC	06/09/2016	431.82
71176	MAKE A WISH FOUNDATION	06/09/2016	400.00
71177	MALECEK TEAM WRESTLING CAMP LL	06/09/2016	5,550.00
71178	MARCO, INC	06/09/2016	1,077.27
71179	MARKETFEST	06/09/2016	225.00
71180	MARTINEZ, ANDRE	06/09/2016	200.00
71181	MN ASSOC OF SECRETARIES TO THE	06/09/2016	220.00
71182	THE MASTER TEACHER	06/09/2016	52.54
71183	MCCAULEY, MEGAN	06/09/2016	25.00
71184	MN COMMUNITY EDUC ASSOC (MCEA)	06/09/2016	299.00
71185	MEDTOX LABORATORIES	06/09/2016	93.50
71186	MENARDS-MAPLEWOOD	06/09/2016	366.64
71187	MN ELEMENTARY SCH PRIN ASSOC	06/09/2016	300.00
71188	METRO ECSU	06/09/2016	106.60
71189	MID CITY SERVICES - INDUSTRIAL	06/09/2016	1,895.17
71190	MIDAMERICA BOOKS	06/09/2016	527.85
71191	MIDWEST BUS PARTS INC	06/09/2016	644.28
71192	MILLIGAN, THERESA J	06/09/2016	33.00
71193	MINVALCO INC	06/09/2016	1,114.80
71194	MN DEPT OF HEALTH	06/09/2016	525.00
71195	MN ELEVATOR INC	06/09/2016	307.75
71196	MN EQUIPMENT	06/09/2016	860.60
71197	MN HISTORICAL SOCIETY	06/09/2016	480.00
71198	MN MONTHLY MAGAZINE	06/09/2016	19.95
71199	Vendor Continued Check	06/09/2016	0.00
71200	MN READING ASSOC	06/09/2016	900.00
71201	MN ZOO	06/09/2016	760.00
71202	MN ZOO	06/09/2016	556.00
71203	MOLITOR, JOYCE	06/09/2016	127.86
71204	MN OFFICE TECH GROUP	06/09/2016	312.57
71205	MSNA	06/09/2016	3,020.00
71206	NAC MECHANICAL & ELECTRICAL SE	06/09/2016	36,426.98

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71207	NAPGEZEK, JOEL MARVIN	06/09/2016	140.00
71208	NATL RECOGNITION PRODUCTS	06/09/2016	2,101.38
71209	NATL CHEERLEADERS ASSOC	06/09/2016	21,509.00
71210	NCPERS MINNESOTA	06/09/2016	240.00
71211	NDERE DANCE TROUPE	06/09/2016	900.00
71212	NEOFUNDS BY NEOPOST	06/09/2016	50.27
71213	NESS ELECTRONICS INC	06/09/2016	28.90
71214	NICKELODEON UNIVERSE	06/09/2016	4,000.00
71215	NORTH STAR BANK	06/09/2016	7,585.00
71216	NORTH SUBURBAN TOWING	06/09/2016	200.00
71217	NORTHEAST METRO INTERMEDIATE D	06/09/2016	130,110.64
71218	OFFICE DEPOT	06/09/2016	89.06
71219	OLSON, ERIC	06/09/2016	17.00
71220	OLSON, MINDRA C	06/09/2016	20.00
71221	OLYMPIC COMMUNICATIONS, INC.	06/09/2016	642.50
71222	OXYGEN SERVICE CO INC	06/09/2016	37.20
71223	PAR CODE SYMBOLOGY INC	06/09/2016	123.00
71224	PARPART, JOSEPH	06/09/2016	129.00
71225	PATIENT TOOLS INC	06/09/2016	141.00
71226	PAUL VADNAIS PLUMBING & WELL	06/09/2016	185.00
71227	PCS REVENUE CONTROL SYSTEMS IN	06/09/2016	1,388.12
71228	PEAR DECK	06/09/2016	8,000.00
71229	PETERSON, MARK	06/09/2016	280.00
71230	PETERSON BROS ROOFING & CONST	06/09/2016	957.80
71231	PETERSEN, TIM W	06/09/2016	68.00
71232	PHOENIX ALTERNATIVES INC	06/09/2016	330.75
71233	PICTURE THAT!	06/09/2016	174.00
71234	POLAR CHEVROLET MAZDA	06/09/2016	702.92
71235	POSSEHL, KIRK K	06/09/2016	940.00
71236	POVOLNY, KATHLEEN	06/09/2016	70.00
71237	POWER LIFT INC	06/09/2016	420.00
71238	PREMIUM WATERS INC	06/09/2016	113.70
71239	PRICE, TIMOTHY J	06/09/2016	77.00
71240	QUIGLEY, DAWN ELIZABETH	06/09/2016	2,000.00
71241	RANDOM HOUSE	06/09/2016	49.00
71242	READ NATURALLY INC	06/09/2016	283.80
71243	REHBEIN TRANSIT CO INC	06/09/2016	41,280.75
71244	RENAISSANCE AUSTIN HOTEL	06/09/2016	1,742.25
71245	REPUBLIC SERVICES #899	06/09/2016	10,678.64
71246	THE RETROFIT COMPANIES INC	06/09/2016	214.16
71247	RICOH AMERICAS CORP	06/09/2016	450.96
71248	RIVER FALLS HIGH SCHOOL	06/09/2016	125.00
71249	ROBERT HALF TECH	06/09/2016	3,040.00
71250	ROE, ERIN	06/09/2016	366.00
71251	ROGER VADNAIS PLUMBING	06/09/2016	415.00
71252	ROHRER, PAUL	06/09/2016	25.00
71253	ROSGA, DAVID	06/09/2016	68.00
71254	SAM'S CLUB/SYNCHRONY BANK	06/09/2016	239.40
71255	SAM'S CLUB/SYNCHRONY BANK	06/09/2016	1,792.69
71256	SAM'S CLUB/SYNCHRONY BANK	06/09/2016	155.74

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71257	SAM'S CLUB/SYNCHRONY BANK	06/09/2016	175.93
71258	SCHAEFER, TOM	06/09/2016	475.00
71259	SCHINDLER ELEVATOR CORP	06/09/2016	737.58
71260	SCHOLASTIC BOOK FAIRS	06/09/2016	13.75
71261	SCHOOL OUTFITTERS	06/09/2016	457.64
71262	SCHOOLHOUSE CHESS OF MN	06/09/2016	567.00
71263	SCIBAK, BRAD	06/09/2016	77.00
71264	SETNICKER, NORMAN	06/09/2016	68.00
71265	SEVERSON, LAUREL	06/09/2016	325.00
71266	SHELSTAD, BENJAMIN STUART	06/09/2016	178.50
71267	SHELSTAD, SYDNEY MARIE	06/09/2016	178.50
71268	SHIFFLER EQUIPMENT SALES INC	06/09/2016	95.90
71269	SITEONE LANDSCAPE SUPPLY	06/09/2016	629.61
71270	SITSPOTS	06/09/2016	126.35
71271	SMITH HOUSE PRESS	06/09/2016	104.00
71272	SMITH, BARBARA AV	06/09/2016	780.00
71273	SCHOOL NUTRITION ASSOC (SNA)	06/09/2016	24.00
71274	SNAP-ON	06/09/2016	217.10
71275	SOCIAL THINKING PUBLISHING	06/09/2016	72.99
71276	SODEXHO INC & AFFILIATES	06/09/2016	391.95
71277	SOUTHWEST BINDING & LAMINATING	06/09/2016	366.26
71278	SPEEDPRO SAINT PAUL	06/09/2016	320.00
71279	ST JUDE CANCER RESEARCH	06/09/2016	200.00
71280	ST PAUL PIONEER PRESS	06/09/2016	80.00
71281	ST PAUL SAINTS	06/09/2016	500.00
71282	STATE SUPPLY CO	06/09/2016	2,956.47
71283	STICKLER, KATHERINE CAROLINE	06/09/2016	17.00
71284	STREAMLINE DESIGN INC	06/09/2016	4,517.50
71285	STRIVE SCHOLARSHIP CORP	06/09/2016	52.00
71286	STUDENT SUPPLY	06/09/2016	19.54
71287	SUMMIT COMPANIES	06/09/2016	145.00
71288	SUPERIOR STRIPING INC	06/09/2016	310.00
71289	SWANSON, STEPHEN	06/09/2016	660.00
71290	SYN-TECH SYSTEMS INC	06/09/2016	918.75
71291	TAUER, SANDRA	06/09/2016	70.30
71292	TEACHERS CURRICULUM INSTITUTE	06/09/2016	447.00
71293	TEACHER SYNERGY LLC	06/09/2016	100.00
71294	TEXAS IB SCHOOLS	06/09/2016	4,150.00
71295	TEXAS INSTRUMENTS INC	06/09/2016	249.00
71296	TEXTBOOK WAREHOUSE INC	06/09/2016	755.50
71297	THAO, NATHAN TXU CHI	06/09/2016	200.00
71298	THELEN HEATING & ROOFING INC	06/09/2016	39,900.00
71299	Vendor Continued Check	06/09/2016	0.00
71300	THYSSENKRUPP ELEVATOR CORP	06/09/2016	5,053.30
71301	TOLEDO PHYSICAL EDUCATION SUPP	06/09/2016	79.91
71302	TPRS PUBLISHING INC	06/09/2016	134.00
71303	TRADE PRESS INC	06/09/2016	3,677.12
71304	Vendor Continued Check	06/09/2016	0.00
71305	TRANS-MISSISSIPPI BIO SUPPLY	06/09/2016	881.99
71306	TREASURED TRANSPORTATION	06/09/2016	24,327.00

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71307	TRI-STATE BOBCAT	06/09/2016	220.00
71308	TRIO SUPPLY COMPANY	06/09/2016	9,528.46
71309	TROLLHAUGEN	06/09/2016	750.00
71310	TRUSTED EMPLOYEES	06/09/2016	3,256.70
71311	TRANSPORTATION SUPPLIES INC	06/09/2016	715.61
71312	TURFWERKS INC	06/09/2016	21.96
71313	TWIN CITY JANITOR SUPPLY CO	06/09/2016	1,125.53
71314	TYDLACKA-HAMMEKEN, MAYA DELFIN	06/09/2016	200.00
71315	U.S. ENERGY SERVICES INC	06/09/2016	703.00
71316	UNIVERSITY WI STOUT	06/09/2016	650.00
71317	US FOODS CULINARY EQUIP & SUPP	06/09/2016	471.68
71318	VALLEJO, JACQUELINE	06/09/2016	200.00
71319	VALLEY TROPHY INC	06/09/2016	159.15
71320	VANG, JONATHAN PHENG	06/09/2016	200.00
71321	VERIZON WIRELESS	06/09/2016	1,245.03
71322	VISIONS INC	06/09/2016	287.72
71323	WACKER, MICHAEL	06/09/2016	68.00
71324	WALSWORTH PUBLISHING CO	06/09/2016	1,458.30
71325	WASHBURN, AMY	06/09/2016	300.00
71326	WHITE BEAR FLORAL SHOP	06/09/2016	14.00
71327	WHITE BEAR LOCKSMITH INC	06/09/2016	75.85
71328	WHITE BEAR TOWNSHIP	06/09/2016	1,743.65
71329	WHITE BEAR LAKE CITY	06/09/2016	70.00
71330	WHITE BEAR LAKE CITY	06/09/2016	100.00
71331	WBLA EDUCATIONAL FOUNDATION	06/09/2016	2,000.00
71332	WEST MUSIC COMPANY	06/09/2016	1,335.00
71333	WILLETT, RON	06/09/2016	76.00
71334	WINNICK SUPPLY	06/09/2016	201.67
71335	WOLF RIDGE ENVIRONMENTAL	06/09/2016	1,085.00
71336	WOODBURY ANIMAL HUMANE SOCIETY	06/09/2016	431.67
71337	WOODCOCK, MARK WINFIELD	06/09/2016	140.00
71338	XEROX FINANCIAL SERVICES	06/09/2016	352.83
71339	YANG, KASHIA PASHA	06/09/2016	200.00
333	Computer	Check(s) For a Total of	1,045,500.88

Check Nbr	Vendor Name	Check Date	Check Amount
68772	ASL INTERPRETING SERVICES	06/09/2016	0.00
69134	ASL INTERPRETING SERVICES	06/09/2016	0.00
70468	METRO DEAF SCHOOL	06/09/2016	0.00
3	Manual	Check(s) For a Total of	0.00

Check Nbr	Vendor Name	Check Date	Check Amount
70490	NATL ARCHERY IN THE SCHOOLS PR	06/09/2016	560.00
70960	WHITE BEAR LAKE CITY	06/09/2016	170.00
2	Void	Check(s) For a Total of	730.00

	3	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
	333	Computer	Checks For a Total of	1,045,500.88
Total For	336	Manual, Wire Tran, ACH & Computer	Checks	1,045,500.88
Less	2	Voided	Checks For a Total of	730.00
			Net Amount	1,044,770.88

Check Nbr	Vendor Name	Check Date	Check Amount
71340	AMERICAN UNITED LIFE	06/15/2016	71,509.88
71341	AMERICAN UNITED LIFE	06/15/2016	16,500.00
71342	AMERIPRISE FINANCIAL SERVICES	06/15/2016	48,539.07
71343	GREAT LAKES HIGHER EDUC	06/15/2016	128.25
71344	GURSTEL CHARGO ATTORNEYS AT LA	06/15/2016	245.38
71345	IUOE LOCAL 70	06/15/2016	2,227.48
71346	MEGA DOUGH	06/15/2016	6,444.00
71347	METROPOLITAN LIFE	06/15/2016	8,777.49
71348	RAUSCH, STURM, ISRAEL,	06/15/2016	218.00
71349	SCHOOL SERVICE EMPLOYEES	06/15/2016	12,649.50
71350	US DEPT OF EDUCATION	06/15/2016	504.44
71351	VANGUARD SMALL BUSINESS SERVIC	06/15/2016	79,413.04
71352	WHITE BEAR LAKE TEACHERS ASSOC	06/15/2016	2,105.00
13	Computer	Check(s) For a Total of	249,261.53

	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
	13	Computer	Checks For a Total of	249,261.53
Total For	13	Manual, Wire Tran, ACH & Computer	Checks	249,261.53
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	249,261.53

Check Nbr	Vendor Name	Check Date	Check Amount
151601270	ALVAREZ, CHARLIE D	06/21/2016	330.17
151601271	ANDERSON, CHRISTINA T	06/21/2016	195.00
151601272	BARKVE, KELLY B	06/21/2016	51.84
151601273	BERGMAN, KATHERINE K	06/21/2016	1,100.00
151601274	BLODGETT, TRACY S	06/21/2016	3,432.82
151601275	BOSCH, DONALD	06/21/2016	1,672.03
151601276	BOWERMASTER, TRACI G	06/21/2016	137.89
151601277	BRANDT, LESA M	06/21/2016	30.12
151601278	BREWER, ROBERT G	06/21/2016	780.00
151601279	CANNIFF, AMY E	06/21/2016	269.30
151601280	COE, MEGAN N	06/21/2016	172.80
151601281	CORNER, AMY L	06/21/2016	130.27
151601282	DEUEL, LYN M	06/21/2016	10.80
151601283	DUSTIN, JOSEPH J	06/21/2016	441.32
151601284	DYMIT, MARIE S	06/21/2016	131.22
151601285	EHRLICH, JANET M	06/21/2016	113.46
151601286	ELLETSON, KATHLEEN E	06/21/2016	141.57
151601287	ENGSTRAN, KARRI	06/21/2016	17.25
151601288	FISCHER, KAREN R	06/21/2016	24.42
151601289	FORESTELL, SARAH T	06/21/2016	406.96
151601290	FOX, FRANCINE H	06/21/2016	111.93
151601291	FUHRMAN, SARAH J	06/21/2016	42.14
151601292	GAMBONI, RICHARD A	06/21/2016	578.64
151601293	GEDNALSKE, KIRK M	06/21/2016	103.43
151601294	GIESE, RACHEL M	06/21/2016	107.73
151601295	GIVOT, DEBRA A	06/21/2016	117.45
151601296	GRANT, SHANNON	06/21/2016	49.92
151601297	GRIPENTROG, TRACY A	06/21/2016	35.00
151601298	GROPPOLI, KADI L	06/21/2016	451.71
151601299	GRUN, SUSAN L	06/21/2016	25.00
151601300	HALL, SUZANNE N	06/21/2016	199.06
151601301	HARRIS, ANN M	06/21/2016	55.80
151601302	HAWKINSON, STEVEN A	06/21/2016	28.08
151601303	HEALY, JASON CHARLES	06/21/2016	1,260.90
151601304	HELTNER, ERIKA L	06/21/2016	20.00
151601305	HIGGINS, SHEILA J	06/21/2016	39.09
151601306	HOCKING, SHAUN L	06/21/2016	8.27
151601307	HOEG, SCOTT A	06/21/2016	41.85
151601308	HORAZDOVSKY, LEILA JOANNE	06/21/2016	137.37
151601309	HOROWICKI, LISA M	06/21/2016	112.52
151601310	HOSMER, JESSICA ANN	06/21/2016	22.50
151601311	HURT, JON-MYCHAL B	06/21/2016	210.60
151601312	JANZEN, KARI B	06/21/2016	265.00
151601313	JOHNSON, JENNIFER R	06/21/2016	178.14
151601314	KALLAS, MELISSA LEE	06/21/2016	41.13
151601315	KASS, DONA MARIE	06/21/2016	73.44
151601316	KATZ, HEATHER J	06/21/2016	69.63
151601317	KAY, CAROLYN MARIE	06/21/2016	24.56
151601318	KELLEY, DEBRA K	06/21/2016	289.09
151601319	KIRSCHLING, JULIENNE R	06/21/2016	296.92

Check Nbr	Vendor Name	Check Date	Check Amount
151601320	KONOP, KRISTEN M	06/21/2016	455.00
151601321	KOSTER, PATRICIA L	06/21/2016	95.04
151601322	KRANZ, HANNAH M	06/21/2016	99.21
151601323	KROCAK, NANCY J	06/21/2016	70.85
151601324	KUBOW, MONICA A	06/21/2016	24.57
151601325	LAREY, ELIZABETH A	06/21/2016	1,092.60
151601326	LARSON, BOBBIE JEAN	06/21/2016	290.21
151601327	LARSON, TIMOTHY J	06/21/2016	295.83
151601328	LAU, LAI F	06/21/2016	124.69
151601329	LEIBEL, KARI A	06/21/2016	56.16
151601330	LEMIEUX, TAMARA M	06/21/2016	42.36
151601331	LODERMEIER, EILEEN F	06/21/2016	516.35
151601332	LOVETT, MICHAEL J	06/21/2016	65.00
151601333	MCCORMICK, REBEKKA ANNE	06/21/2016	57.26
151601334	MCCORMICK, TYLER J	06/21/2016	179.97
151601335	MCPHERSON, KIRSTEN M	06/21/2016	585.00
151601336	MEUWISSEN, PAUL WILLIAM	06/21/2016	31.98
151601337	MICHEL, ROCHELLE N	06/21/2016	81.54
151601338	MILLER, MOLLY M	06/21/2016	161.19
151601339	MORRIS, BRIAN J	06/21/2016	1,708.03
151601340	MUNSON, KARI LYNN	06/21/2016	30.63
151601341	MUSSER, BEVERLY D	06/21/2016	180.57
151601342	NGUYEN, HUY K	06/21/2016	329.93
151601343	NORTON, EMILY L	06/21/2016	146.06
151601344	OLSON, PAULETTE M	06/21/2016	66.02
151601345	OPATZ, AMY L	06/21/2016	57.20
151601346	PAUL, SARA T	06/21/2016	861.91
151601347	PAULSON, THOMAS M	06/21/2016	30.00
151601348	PELLEGRIN, FRANCOISE R	06/21/2016	14.31
151601349	PERCIVAL, PATRICIA A	06/21/2016	154.90
151601350	PERRON, MARGARET M	06/21/2016	180.00
151601351	PETERSON, BETSY J	06/21/2016	39.01
151601352	PETERSON, DONNA	06/21/2016	56.27
151601353	PETERSON, SCOTT JON	06/21/2016	75.00
151601354	PINNOW, PAIGE E	06/21/2016	137.70
151601355	POKORNY, MARY J	06/21/2016	605.34
151601356	POLLARD, AIMIE N	06/21/2016	69.56
151601357	PRESSELLER, TRACY A	06/21/2016	296.19
151601358	RATLIFF, GERALD	06/21/2016	31.86
151601359	RYAN, DENISE M	06/21/2016	214.38
151601360	SAGDALEN, NATALIE R	06/21/2016	107.10
151601361	SALENGER, SETH A	06/21/2016	94.15
151601362	SAMMON, BRENDA N	06/21/2016	38.59
151601363	SAMUELSON, RICHARD T	06/21/2016	71.83
151601364	SCHERBER, KRISTINA L	06/21/2016	217.58
151601365	SCHOENBERGER, DEBORAH A	06/21/2016	175.95
151601366	SCHULTE, ALETA A	06/21/2016	173.77
151601367	SCHULTE, VANESSA L	06/21/2016	122.15
151601368	SCHWEIZER, JENNIFER M	06/21/2016	288.96
151601369	SELBY, MARY JANE	06/21/2016	40.00

Check Nbr	Vendor Name	Check Date	Check Amount
151601370	SIMSHAUSER, KIMBERLY P	06/21/2016	327.51
151601371	SMITH, JAMES M	06/21/2016	48.00
151601372	SOMMERS, MICHON LEE	06/21/2016	11.97
151601373	STEADLAND, KEITH DAVID	06/21/2016	245.61
151601374	STEIG, HANNAH M	06/21/2016	58.32
151601375	STEINBACH, KARI K	06/21/2016	87.08
151601376	STIRLING, CONNIE B	06/21/2016	44.82
151601377	STONEHOUSE, JULIA L	06/21/2016	419.51
151601378	STREIFF, CHRISTINA D	06/21/2016	739.37
151601379	STUEMKE, CHARLES R	06/21/2016	127.59
151601380	STUMO, ERIN R	06/21/2016	91.85
151601381	SUNDBERG, KARI NELL	06/21/2016	25.66
151601382	SWANSON, MARIE A	06/21/2016	180.00
151601383	SWANSON, SHANNON M	06/21/2016	48.60
151601384	SWENSON, CYNTHIA L	06/21/2016	81.00
151601385	SWENSON, EVELYN J	06/21/2016	22.00
151601386	SYNAN, ERIN K	06/21/2016	29.12
151601387	TATE, JO E	06/21/2016	552.05
151601388	TLUSTY, MELANIE L	06/21/2016	319.40
151601389	TOUSSAINT, JANEL PHYLLIS	06/21/2016	123.32
151601390	TRIGGS, CARLA M	06/21/2016	144.10
151601391	TUEL, LORI L	06/21/2016	161.93
151601392	TULBERG, AMY C	06/21/2016	109.89
151601393	TUTTLE, JANE E P	06/21/2016	41.15
151601394	VASKE, MARY M	06/21/2016	195.00
151601395	VAVRICKA, ROCHELLE L	06/21/2016	97.40
151601396	VETTE, MARISA AA	06/21/2016	367.63
151601397	VOGT, NANCY L	06/21/2016	80.08
151601398	WALD, TERESA M	06/21/2016	38.88
151601399	WEDELL, THERESA K	06/21/2016	78.30
151601400	WEHRKAMP, KRISTINE J	06/21/2016	409.08
151601401	WHELAN, KATHRYN L	06/21/2016	31.32
151601402	WHITBY, SANDRA LYNN	06/21/2016	131.57
151601403	WICKERT, MELISSA L	06/21/2016	11.90
151601404	WODICKA, JULIE A	06/21/2016	46.77
151601405	WOLTERS, MERRILY J	06/21/2016	123.86
151601406	YANG, MEE XIONG	06/21/2016	300.00
151601407	YANG-XIONG, MALIA	06/21/2016	216.23

138	ACH	Check(s) For a Total of	31,693.77
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Check Nbr	Vendor Name	Check Date	Check Amount
151601182	ADAMS, LINDA J	06/21/2016	0.00
1	Manual	Check(s) For a Total of	0.00

	1	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	138	ACH	Checks For a Total of	31,693.77
	0	Computer	Checks For a Total of	0.00
Total For	139	Manual, Wire Tran, ACH &	Computer Checks	31,693.77
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	

Check Nbr	Vendor Name	Check Date	Check Amount
71353	A-1 HYDRAULIC SALES & SERVICE	06/23/2016	46.04
71354	AARP DRIVER SAFETY PROGRAM	06/23/2016	105.00
71355	AARP DRIVER SAFETY PROGRAM	06/23/2016	460.00
71356	ACCURATE LABEL DESIGNS	06/23/2016	210.95
71357	ADVANCED WIRELESS COMMUNICATIO	06/23/2016	20.82
71358	ALISON'S MONTESSORI	06/23/2016	289.00
71359	AMAZON	06/23/2016	1,291.14
71360	AMAZON	06/23/2016	701.91
71361	AMAZON	06/23/2016	1,578.80
71362	AMAZON	06/23/2016	289.83
71363	AMAZON	06/23/2016	3,330.32
71364	AMAZON	06/23/2016	27.49
71365	AMAZON	06/23/2016	716.13
71366	AMAZON	06/23/2016	163.89
71367	AMAZON	06/23/2016	174.64
71368	AMAZON	06/23/2016	1,418.74
71369	AMAZON	06/23/2016	168.37
71370	AMAZON	06/23/2016	453.25
71371	AMERICAN CANCER SOCIETY	06/23/2016	250.00
71372	AMPLIFY	06/23/2016	39.14
71373	ANDERSON, DAVID	06/23/2016	16.99
71374	APPLE COMPUTER INC	06/23/2016	797.00
71375	APPLECREST ORCHARDS	06/23/2016	312.00
71376	ARCHAMBAULT, DENNIS	06/23/2016	8.00
71377	ASSOC OF RECOVERY SCHOOLS	06/23/2016	300.00
71378	ASL INTERPRETING SERVICES	06/23/2016	480.00
71379	ATLAS PEN & PENCIL LLC	06/23/2016	174.75
71380	AUGER, MATTHEW RYAN	06/23/2016	4.99
71381	BALFOUR YEARBOOKS	06/23/2016	87,208.58
71382	Vendor Continued Check	06/23/2016	0.00
71383	BARNETT, JAMES W	06/23/2016	11,740.00
71384	BATTERIES PLUS BULBS	06/23/2016	150.00
71385	BERRY BLENDZ - EDEN PRAIRIE	06/23/2016	930.00
71386	BETHEL UNIVERSITY	06/23/2016	1,500.00
71387	BETHEL UNIVERSITY	06/23/2016	1,000.00
71388	BETHEL UNIVERSITY	06/23/2016	3,000.00
71389	BETHEL UNIVERSITY	06/23/2016	1,000.00
71390	BUSINESS IMPACT GROUP	06/23/2016	1,526.42
71391	BIG BELL ICE CREAM CO	06/23/2016	235.50
71392	BIG THRILL FACTORY	06/23/2016	300.00
71393	BILL WEIGEL SIGNS	06/23/2016	25.00
71394	BIRCHBARK BOOKS & NATIVE ARTS	06/23/2016	423.65
71395	BJORKMAN, JONATHAN DAVID	06/23/2016	10.99
71396	BLASZKOWSKI, DAWN	06/23/2016	17.00
71397	BLICK ART MATERIALS	06/23/2016	128.25
71398	BLUE BELL ENTERPRISES INC	06/23/2016	6,062.55
71399	BLUE TARP FINANCIAL INC	06/23/2016	1,112.50
71400	BONA, MARG	06/23/2016	175.94
71401	BOND, SCOTT	06/23/2016	210.00
71402	BORGLUND, DENISE	06/23/2016	75.00

Check Nbr	Vendor Name	Check Date	Check Amount
71403	BOSTON UNIVERSITY	06/23/2016	1,000.00
71404	BOYER TRUCKS	06/23/2016	5,351.41
71405	BRANSON ELECTRONICS	06/23/2016	804.00
71406	BREMER BANK	06/23/2016	2,016.54
71407	BROWN INDUSTRIES INC	06/23/2016	76.50
71408	THE BUG COMPANY	06/23/2016	16.00
71409	BUNDE, MORGAN LEE	06/23/2016	3.00
71410	BUTTS, TODD EUGENE	06/23/2016	129.00
71411	CAMP ST CROIX	06/23/2016	5,877.00
71412	CAPITAL ONE COMMERCIAL	06/23/2016	719.10
71413	CARTER, SABRENA	06/23/2016	12.99
71414	CASILLAS, MARCO ANTONIO	06/23/2016	14.50
71415	CCP INDUSTRIES INC	06/23/2016	336.82
71416	CENTENNIAL MIDDLE SCHOOL	06/23/2016	120.00
71417	CFK CONSTRUCTION INC	06/23/2016	16,150.00
71418	CG HOOKS EATERY	06/23/2016	272.00
71419	CITI-CARGO & STORAGE CO INC	06/23/2016	85.00
71420	COMCAST	06/23/2016	280.92
71421	COMSTOCK & SONS INC	06/23/2016	816.00
71422	CONSTANTINE DANCE CLASSES	06/23/2016	616.00
71423	CONTINENTAL CLAY CO	06/23/2016	35.69
71424	CONTINENTAL RESEARCH CORP	06/23/2016	567.19
71425	CRESS, ROMAN W	06/23/2016	745.00
71426	CROWN GLOBAL CONSULTING LLC	06/23/2016	1,800.00
71427	CRYSTAL CAVE INC	06/23/2016	133.93
71428	CUB FOODS OF WHITE BEAR TWSHP	06/23/2016	808.62
71429	CULLIGAN BOTTLED WATER	06/23/2016	52.00
71430	CUMMINS NPOWER LLC	06/23/2016	191.02
71431	CURRICULUM ASSOCIATES LLC	06/23/2016	173.57
71432	DEPPERT, CURT TIMOTHY	06/23/2016	5.50
71433	DESIGNER SIGN SYSTEMS INC	06/23/2016	236.00
71434	DISCOUNT SCHOOL SUPPLY	06/23/2016	603.21
71435	DUFFY, KELLY	06/23/2016	36.55
71436	ENGH, RONALD	06/23/2016	186.89
71437	ENVISION CATERING	06/23/2016	5,833.80
71438	EPS LITERACY & INTERVENTION	06/23/2016	108.79
71439	EQUAL OPPORTUNITY SCHOOLS	06/23/2016	15,842.54
71440	ESCHENBACH, JEFFREY	06/23/2016	19.00
71441	FASTENAL COMPANY	06/23/2016	3,674.13
71442	FEDEX	06/23/2016	49.38
71443	FESTIVAL FOODS-KNOWLAN'S	06/23/2016	654.37
71444	FLIGHT DECK ATHLETICS INC	06/23/2016	43.99
71445	FLINN SCIENTIFIC INC	06/23/2016	7,112.73
71446	FLIPS GYMNASTICS LLC	06/23/2016	1,500.00
71447	FOLLETT SCHOOL SOLUTIONS INC	06/23/2016	135.57
71448	FONDOW, NICOLE MARIE	06/23/2016	30.00
71449	FRATTALONES HARDWARE STORES	06/23/2016	869.87
71450	FREE THE CHILDREN	06/23/2016	161.40
71451	FUN EXPRESS LLC	06/23/2016	358.17
71452	GALLAGHERS NORTHWESTERN TIRE C	06/23/2016	1,638.26

Check Nbr	Vendor Name	Check Date	Check Amount
71453	GARDEN & ASSOCIATES INC	06/23/2016	140.00
71454	GMS INDUSTRIAL SUPPLIES INC	06/23/2016	70.00
71455	GOPHER	06/23/2016	106.80
71456	GRAINGER	06/23/2016	270.90
71457	GRANDMA'S BAKERY INC	06/23/2016	94.73
71458	THE GREAT COURSES	06/23/2016	459.65
71459	GREEN VALUE NURSERY INC	06/23/2016	2,171.40
71460	GROTH MUSIC CO	06/23/2016	3,040.12
71461	GOVERNMENT TRAINING SERVICES	06/23/2016	70.00
71462	H2O FOR LIFE	06/23/2016	624.00
71463	H2O FOR LIFE	06/23/2016	121.04
71464	H2O FOR LIFE	06/23/2016	1,050.00
71465	H2O FOR LIFE	06/23/2016	3,411.68
71466	HAAG, FAITH	06/23/2016	5.00
71467	HAAS MUSICAL INSTRUMENT REPAIR	06/23/2016	4,000.00
71468	HALLBERG ENGINEERING INC	06/23/2016	6,705.76
71469	HANSEN, WILLIAM	06/23/2016	3.99
71470	HAZELDEN BETTY FORD FOUNDATION	06/23/2016	132.00
71471	HEALTHPARTNERS MEDICAL GROUP	06/23/2016	750.00
71472	HELKE, LYLE A	06/23/2016	1,676.25
71473	HENDRICKSON, LUCY ANN	06/23/2016	14.50
71474	HISDAHL INC	06/23/2016	374.60
71475	HOGLUND BUS AND TRUCK CO	06/23/2016	12,104.61
71476	HOLMES, JEFF	06/23/2016	668.00
71477	HOOD, CYNTHIA	06/23/2016	264.51
71478	Vendor Continued Check	06/23/2016	0.00
71479	HOUGHTON MIFFLIN HARCOURT	06/23/2016	20,763.50
71480	HUERTH, MICHAEL	06/23/2016	1,285.20
71481	HUGO EQUIPMENT CO	06/23/2016	178.90
71482	HUMANE SOCIETY	06/23/2016	121.00
71483	Vendor Continued Check	06/23/2016	0.00
71484	IFD	06/23/2016	48,329.27
71485	THE IMPROVE GROUP INC	06/23/2016	2,000.00
71486	INNOVATIVE OFFICE SOLUTIONS	06/23/2016	14,752.99
71487	INTEGRA TELECOM	06/23/2016	75.00
71488	IOWA STATE UNIV	06/23/2016	1,000.00
71489	ISD #622 COMMUNITY EDUC	06/23/2016	372.68
71490	JADWIN, ASH LEE MAREI	06/23/2016	15.00
71491	JAMESON, ERICA	06/23/2016	14.50
71492	JAMIESON, LEAH	06/23/2016	30.00
71493	JAYTECH INC	06/23/2016	150.00
71494	JL TAITT & ASSOC	06/23/2016	7,200.00
71495	JOHN HOPKINS UNIVERSITY	06/23/2016	500.00
71496	JOHNSON, GAGE WALTER	06/23/2016	200.00
71497	JOHNSON, JANELLE	06/23/2016	258.00
71498	JOHNSTON, SHANNON	06/23/2016	17.00
71499	JOSTENS INC	06/23/2016	4,014.86
71500	JURKOVICH, ERIN ENRIGHT	06/23/2016	258.00
71501	KATH FUEL OIL SERVICE CO	06/23/2016	1,245.50
71502	KBC TOOLS	06/23/2016	2,505.31

Check Nbr	Vendor Name	Check Date	Check Amount
71503	KELLER GOLF COURSE	06/23/2016	1,192.00
71504	KETTUNEN, MEGAN ELIZABETH	06/23/2016	22.50
71505	KEVA PLANKS EDUC	06/23/2016	1,246.75
71506	KEYSTONE INTERPRETING SOLUTION	06/23/2016	683.40
71507	KIDCREATE STUDIO	06/23/2016	690.00
71508	KOHLER, DAVID JOHN	06/23/2016	2.30
71509	KOTTKE, JEFFREY CARL	06/23/2016	3.99
71510	KOWITZ, MARY J	06/23/2016	102.77
71511	Vendor Continued Check	06/23/2016	0.00
71512	KRAFT CONTRACTING & MECHANICAL	06/23/2016	8,497.88
71513	KUE, FRANCIS MOOB	06/23/2016	65.00
71514	Vendor Continued Check	06/23/2016	0.00
71515	LAKESHORE LEARNING MATERIALS	06/23/2016	3,790.89
71516	LANGUAGE LINE SERVICES	06/23/2016	51.75
71517	LENDWAY, COREY MATTHEW	06/23/2016	10.00
71518	LIDS TEAM SPORTS	06/23/2016	453.54
71519	LINDWALL, LAURA JEANINE	06/23/2016	11.75
71520	LOFFLER	06/23/2016	132.00
71521	LOGOS SCHOOL	06/23/2016	750.00
71522	L T G POWER EQUIPMENT	06/23/2016	1,156.99
71523	MACKIN EDUCATIONAL RESOURCES	06/23/2016	545.78
71524	MAGNETIC CONCEPTS CORP	06/23/2016	471.82
71525	MALECEK TEAM WRESTLING CAMP LL	06/23/2016	1,275.00
71526	MANNYS PIANO MOVING INC	06/23/2016	1,150.00
71527	MASA	06/23/2016	1,275.00
71528	MN ASSOC OF SCH BUSINESS OFFIC	06/23/2016	75.00
71529	MN ASSOC OF SCHOOL MAINTENANCE	06/23/2016	470.00
71530	MN ASSOC OF SECRETARIES TO THE	06/23/2016	180.00
71531	THE MASTER TEACHER	06/23/2016	54.15
71532	MATZKE, ANNE M	06/23/2016	350.00
71533	MCCRAY EXPRESS SPORTS NETWORK	06/23/2016	182.00
71534	MCDONOUGH'S WATERJETTING AND	06/23/2016	375.16
71535	MEDICARE PREMIUM COLLECTION CT	06/23/2016	365.40
71536	MEINKE, BERNADETTE	06/23/2016	5.00
71537	METRO DEAF SCHOOL	06/23/2016	24,066.62
71538	MIDAMERICA BOOKS	06/23/2016	474.60
71539	MIDAMERICA ADMIN & RETIREMENT	06/23/2016	1,597.97
71540	MIDWEST BUS PARTS INC	06/23/2016	680.00
71541	MN ASSOC OF STUDENT COUNCILS	06/23/2016	1,390.74
71542	MN CHILD CARE HEALTH CONSULTAN	06/23/2016	195.00
71543	MN POLLUTION CONTROL AGENCY	06/23/2016	261.58
71544	MN PREMIER PUBLICATIONS	06/23/2016	1,962.00
71545	MN STATE UNIV MOORHEAD	06/23/2016	250.00
71546	MN ZOO	06/23/2016	3,239.00
71547	MODERN FENCE & CONST INC	06/23/2016	73.92
71548	MONTESSORI OUTLET	06/23/2016	600.14
71549	MOORE, CYNTHIA A	06/23/2016	632.00
71550	MOORE, KEITH	06/23/2016	22.70
71551	MOORE, SANDY LU	06/23/2016	10.35
71552	MUSIC CONNECTION INC	06/23/2016	304.00

Check Nbr	Vendor Name	Check Date	Check Amount
71553	NASCO	06/23/2016	263.10
71554	NASP INC	06/23/2016	420.00
71555	NATL PEN COMPANY	06/23/2016	1,563.03
71556	NATL RECOGNITION PRODUCTS	06/23/2016	14,249.25
71557	NICKELODEON UNIVERSE	06/23/2016	493.00
71558	NISTLER, DEB	06/23/2016	119.88
71559	NORCENTRONIX DISTRIBUTING	06/23/2016	200.00
71560	NORTH AMER BLDG TRADES UNION	06/23/2016	675.00
71561	NORTH CENTRAL TRUCK EQUIPMENT	06/23/2016	1,450.41
71562	NORTH CENTRAL TRUCK EQUIPMENT	06/23/2016	430.68
71563	NORTH DAKOTA STATE UNIVERSITY	06/23/2016	500.00
71564	NORTH DAKOTA STATE UNIVERSITY	06/23/2016	6,000.00
71565	NORTH MEMORIAL OCCUPATIONAL ME	06/23/2016	440.00
71566	NORTHEAST METRO INTERMEDIATE D	06/23/2016	1,342.00
71567	NYSTROM PUBLISHING CO INC	06/23/2016	14,977.83
71568	O'REILLY AUTOMOTIVE INC	06/23/2016	1,157.77
71569	OFFICE DEPOT	06/23/2016	925.67
71570	OLDS, LAURA LYNN	06/23/2016	14.50
71571	OLIVARES, BARRY	06/23/2016	16.00
71572	Vendor Continued Check	06/23/2016	0.00
71573	Vendor Continued Check	06/23/2016	0.00
71574	Vendor Continued Check	06/23/2016	0.00
71575	ON SITE SANITATION INC	06/23/2016	1,895.89
71576	OPEN EYE FIGURE THEATRE	06/23/2016	425.00
71577	OXYGEN SERVICE CO INC	06/23/2016	48.05
71578	PATRICK TROPHIES	06/23/2016	161.30
71579	PDK INTL	06/23/2016	90.00
71580	PETERSON, AMANDA J	06/23/2016	25.00
71581	PETERSON, BONNY	06/23/2016	50.00
71582	PETRICH, MELISSA	06/23/2016	112.00
71583	PIONEER	06/23/2016	3,153.95
71584	PITNEY BOWES PURCHASE POWER	06/23/2016	2,041.98
71585	PITNEY BOWES PURCHASE POWER	06/23/2016	217.98
71586	PITNEY BOWES INC	06/23/2016	370.94
71587	PORTAGE PARTNERS CONSULTING	06/23/2016	1,650.00
71588	PRAXAIR DISTRIBUTION INC	06/23/2016	141.85
71589	PRESS PUBLICATIONS	06/23/2016	1,981.00
71590	PROFESSIONAL TURF & RENOVATION	06/23/2016	10,300.00
71591	RAMSEY COUNTY PARKS/REC DEPT	06/23/2016	252.00
71592	RATWIK ROSZAK & MALONEY PA	06/23/2016	1,767.91
71593	RED BALLOON BOOKSHOP	06/23/2016	51.93
71594	REGENTS OF THE UNIV OF MN	06/23/2016	3,450.00
71595	REINHARDT, AMBER	06/23/2016	70.00
71596	RIVARD COMPANIES	06/23/2016	2,585.00
71597	ROOF SPEC INC	06/23/2016	900.00
71598	RUPP ANDERSON SQUIRES & WALDSP	06/23/2016	17,396.37
71599	SAFEWAY DRIVING SCHOOL	06/23/2016	17,955.00
71600	SAINTS NORTH MAPLEWOOD	06/23/2016	68.00
71601	SAM'S CLUB/SYNCHRONY BANK	06/23/2016	599.12
71602	SAM'S CLUB/SYNCHRONY BANK	06/23/2016	174.92

Check Nbr	Vendor Name	Check Date	Check Amount
71603	THE SANNEH FOUNDATION	06/23/2016	30,000.00
71604	SCHMIDT, RACHEL J	06/23/2016	600.00
71605	SCHMITT MUSIC COMPANY	06/23/2016	270.00
71606	SCHOLASTIC BOOK FAIRS	06/23/2016	3,956.17
71607	SCHOLASTIC INC	06/23/2016	63.35
71608	SCHOOL HEALTH CORPORATION	06/23/2016	297.98
71609	SCHROEDER, ROBERT	06/23/2016	84.55
71610	SCHWINTEK, BRENDA	06/23/2016	119.88
71611	SCOTT, LAURIE LYNN	06/23/2016	12.99
71612	SENTRY SYSTEMS INC	06/23/2016	135.00
71613	SERVATKA, BENJAMIN MICHAEL	06/23/2016	50.00
71614	SERVATIUS, ERIC MICHAEL	06/23/2016	200.00
71615	SKY ZONE INDOOR TRAMPOLINE PAR	06/23/2016	380.00
71616	SKY ZONE INDOOR TRAMPOLINE PAR	06/23/2016	1,045.51
71617	SLOGAR, MERRI LEE	06/23/2016	32.40
71618	SNAP-ON	06/23/2016	62.50
71619	SOLUNA ARTS	06/23/2016	350.00
71620	SPECIALTY PROMOTIONS	06/23/2016	1,033.00
71621	ST CATHERINE UNIVERSITY	06/23/2016	500.00
71622	ST CLOUD STATE UNIVERSITY	06/23/2016	750.00
71623	ST CLOUD STATE UNIVERSITY	06/23/2016	1,500.00
71624	ST CLOUD STATE UNIVERSITY	06/23/2016	3,000.00
71625	ST MARYS UNIVERSITY	06/23/2016	500.00
71626	ST OLAF COLLEGE	06/23/2016	500.00
71627	ST OLAF COLLEGE CROSS COUNTRY	06/23/2016	350.00
71628	ST PAUL COLLEGE	06/23/2016	1,000.00
71629	STAPLES ADVANTAGE	06/23/2016	4,139.42
71630	STATE SUPPLY CO	06/23/2016	3,629.88
71631	THE STATION EVENT CENTER	06/23/2016	2,096.66
71632	STREAMLINE DESIGN INC	06/23/2016	150.00
71633	SUEDBECK, ZACHARY JOHN	06/23/2016	200.00
71634	SUMMIT COMPANIES	06/23/2016	565.00
71635	SYNCHRONY BANK	06/23/2016	130.37
71636	SYNOVIA	06/23/2016	1,417.50
71637	TAYLOR, WYATT JOHN	06/23/2016	50.00
71638	TEACHERS DISCOVERY	06/23/2016	33.54
71639	TEACHING STRATEGIES INC	06/23/2016	95.98
71640	TEXTBOOK WAREHOUSE INC	06/23/2016	119.30
71641	TRADE PRESS INC	06/23/2016	676.00
71642	TREASURED TRANSPORTATION	06/23/2016	27,490.00
71643	TROBEC, CULLEN JAMES	06/23/2016	125.00
71644	TROLLHAUGEN	06/23/2016	2,290.00
71645	TRUEN, JOSHUA STEPHEN	06/23/2016	50.00
71646	TWIN CITY HARDWARE	06/23/2016	207.95
71647	TWIN CITIES TRANSPORT & RECOVE	06/23/2016	119,980.10
71648	UNITED STATES TREASURY	06/23/2016	1,875.64
71649	UNITED STATES TREASURY	06/23/2016	421.72
71650	UNITED STATES TREASURY	06/23/2016	1,277.05
71651	UNIVERSITY OF IA	06/23/2016	1,500.00
71652	UNIVERSITY OF MINNESOTA	06/23/2016	500.00

Check Nbr	Vendor Name	Check Date	Check Amount
71653	UNIVERSITY OF MINNESOTA	06/23/2016	1,000.00
71654	UNIVERSITY OF MINNESOTA	06/23/2016	1,000.00
71655	UNIVERSITY OF MINNESOTA	06/23/2016	1,000.00
71656	UNIVERSITY OF MINNESOTA	06/23/2016	1,300.00
71657	UNIVERSITY OF MINNESOTA	06/23/2016	1,000.00
71658	UNIVERSITY OF MINNESOTA	06/23/2016	750.00
71659	UNIVERSITY OF MINNESOTA	06/23/2016	1,000.00
71660	UNIVERSITY OF MINNESOTA DULUTH	06/23/2016	1,000.00
71661	UNIVERSITY OF MINNESOTA DULUTH	06/23/2016	2,000.00
71662	UNIVERSITY OF MINNESOTA DULUTH	06/23/2016	1,000.00
71663	UNIVERSITY OF MINNESOTA ROCHES	06/23/2016	1,000.00
71664	UNIVERSITY OF NORTH DAKOTA	06/23/2016	1,500.00
71665	UNIV OF NORTHERN IOWA	06/23/2016	2,500.00
71666	UNIVERSITY OF ST THOMAS	06/23/2016	250.00
71667	UNIVERSITY OF WI RIVER FALLS	06/23/2016	500.00
71668	UNIVERSITY OF WI RIVER FALLS	06/23/2016	500.00
71669	UNIVERSITY OF WI RIVER FALLS	06/23/2016	4,000.00
71670	UNIVERSITY OF WI RIVER FALLS	06/23/2016	2,000.00
71671	UNIVERSITY OF WI EAU CLAIRE	06/23/2016	6,000.00
71672	UNIVERSITY OF WI EAU CLAIRE	06/23/2016	1,000.00
71673	UNIVERSITY OF WI EAU CLAIRE	06/23/2016	500.00
71674	UNIVERSITY OF WI EAU CLAIRE	06/23/2016	750.00
71675	UNIVERSITY OF WI STOUT	06/23/2016	3,500.00
71676	UNIVERSITY OF WI MADISON	06/23/2016	1,500.00
71677	THE UPS STORE #3299	06/23/2016	111.87
71678	VALENTO, WILLIAM	06/23/2016	14.50
71679	VANDERBOSCH, BEN JOSEPH	06/23/2016	50.00
71680	VANG, MAY	06/23/2016	9.99
71681	VANG, SAO	06/23/2016	17.99
71682	VARSITY SPIRIT FASHIONS	06/23/2016	30.57
71683	VER-TECH INC	06/23/2016	481.89
71684	VERNIER SOFTWARE	06/23/2016	11,386.66
71685	VIKING ELECTRIC SUPPLY	06/23/2016	6,905.56
71686	WALTERS REBUILDERS	06/23/2016	229.95
71687	WASHBURN CENTER FOR CHILDREN	06/23/2016	63.00
71688	WHITE BEAR CENTER FOR THE ARTS	06/23/2016	9,975.00
71689	WHITE BEAR LOCKSMITH INC	06/23/2016	37.50
71690	WHITE BEAR RENTAL EQUIPMENT	06/23/2016	224.64
71691	WHITE BEAR AREA YMCA	06/23/2016	2,475.00
71692	WHITE BEAR LAKE (CITY OF)	06/23/2016	8,677.83
71693	WHITE BEAR LAKE ROTARY CLUB	06/23/2016	231.50
71694	WBLAHS SENIOR PARTY	06/23/2016	175.00
71695	WELCOME WAGON	06/23/2016	1,190.64
71696	WELNETZ, ZOE CAITLYN	06/23/2016	11.00
71697	WESTLUND, JILL	06/23/2016	1,540.00
71698	WESTWOOD MIDDLE SCHOOL	06/23/2016	120.00
71699	WICKSTROM, JOSIAH ERIC	06/23/2016	50.00
71700	WILCOX, JACOB AVERY	06/23/2016	11.00
71701	WILLIAMS, VANGULIA M	06/23/2016	14.50
71702	WILSON, NAOMI	06/23/2016	16.99

Check Nbr	Vendor Name	Check Date	Check Amount
71703	WRIGHT, DEWINA	06/23/2016	5.00
71704	WYBERG DR, TERRANCE	06/23/2016	600.00
71705	XCEL ENERGY	06/23/2016	95,050.28
71706	YEBOAH, ERNESTINA AMOH	06/23/2016	14.50
71707	YMCA CAMP ICAGHOWAN	06/23/2016	3,488.00
355	Computer	Check(s) For a Total of	922,727.32

Check Nbr	Vendor Name	Check Date	Check Amount
71005	AMAZON	06/23/2016	0.00
71100	FREE THE CHILDREN	06/23/2016	0.00
2	Manual	Check(s) For a Total of	0.00

Check Nbr	Vendor Name	Check Date	Check Amount
69944	WHITE BEAR LAKE CITY	06/23/2016	300.00
1	Void	Check(s) For a Total of	300.00

	2	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
	355	Computer	Checks For a Total of	922,727.32
Total For	357	Manual, Wire Tran, ACH &	Computer Checks	922,727.32
Less	1	Voided	Checks For a Total of	300.00
			Net Amount	922,427.32

Check Nbr	Vendor Name	Check Date	Check Amount
71708	LAKE COUNTRY BOOKSELLERS	06/27/2016	610.40
1	Computer	Check(s) For a Total of	610.40

0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
1	Computer	Checks For a Total of	610.40
Total For	1	Manual, Wire Tran, ACH & Computer Checks	610.40
Less	0	Voided	0.00
		Net Amount	610.40

Check Nbr	Vendor Name	Check Date	Check Amount
151601408	ADAMS, LINDA J	06/28/2016	121.00
151601409	BARTH, CARRIE M	06/28/2016	1,199.91
151601410	BATENHORST, LYNSEY K	06/28/2016	568.08
151601411	BATES, STEPHEN ROBERT	06/28/2016	550.00
151601412	BERNIER, JAMES L	06/28/2016	75.00
151601413	BREWER, ROBERT G	06/28/2016	1,051.33
151601414	CARDOSO, CARA C	06/28/2016	130.99
151601415	CARLSON-CASA DE CALVO, JANET L	06/28/2016	40.50
151601416	DAHLEM, TERESA	06/28/2016	939.92
151601417	DEEN, DENISE T	06/28/2016	522.72
151601418	EDBERG, REBECCA J	06/28/2016	306.16
151601419	EDGEELL, JANE E	06/28/2016	138.78
151601420	HAMMEKEN, GRACIELA E	06/28/2016	992.69
151601421	HARRIMAN, GRETCHEN E	06/28/2016	720.48
151601422	HERMANN, TIMOTHY J	06/28/2016	1,017.58
151601423	HURRY, DENISE	06/28/2016	115.56
151601424	KRUEGER, LAURA J	06/28/2016	273.51
151601425	KRUSE, NICOLE M	06/28/2016	117.38
151601426	LEONARD, BRIAN J	06/28/2016	873.04
151601427	MALWITZ, REBECCA ANN	06/28/2016	1,560.00
151601428	MARTINSON, KARA S	06/28/2016	18.55
151601429	MULLALY, REBECCA L	06/28/2016	390.00
151601430	OSTLUND, WAYNE V	06/28/2016	231.98
151601431	QUARFOTH, LYNN MARIE	06/28/2016	209.10
151601432	SALKOWICZ, JASON J	06/28/2016	115.00
151601433	SAMPOANG, DESSERAY R	06/28/2016	402.02
151601434	SCHNEIDER, APRIL C	06/28/2016	99.12
151601435	SCHOCHENMAIER, TIMOTHY R	06/28/2016	1,492.12
151601436	SKUPA, NANCY A	06/28/2016	91.74
151601437	SULLIVAN, JENNIFER S	06/28/2016	39.99
151601438	VETTE, MARISA AA	06/28/2016	474.20
151601439	VOSS, KAREN D	06/28/2016	130.00
151601440	WERNER, ELIZABETH M	06/28/2016	1,079.90
151601441	WILLCOXON SR, PETER	06/28/2016	634.80
151601442	WILLIAMS, LAURA L	06/28/2016	1,226.06
151601443	XU, HUI	06/28/2016	59.00

36	ACH	Check(s) For a Total of	18,008.21
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	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	36	ACH	Checks For a Total of	18,008.21
	0	Computer	Checks For a Total of	0.00
Total For	36	Manual, Wire Tran, ACH &	Computer Checks	18,008.21
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	18,008.21

Check Nbr	Vendor Name	Check Date	Check Amount
71709	A-1 HYDRAULIC SALES & SERVICE	06/30/2016	104.65
71710	AARP DRIVER SAFETY PROGRAM	06/30/2016	530.00
71711	AARP DRIVER SAFETY PROGRAM	06/30/2016	545.00
71712	ABSTINENCE RESOURCE CENTER	06/30/2016	100.00
71713	AMAZON	06/30/2016	121.47
71714	AMAZON	06/30/2016	3,585.86
71715	AMAZON	06/30/2016	1,241.25
71716	AMAZON	06/30/2016	783.06
71717	ANDERSON, MARGARET ANN	06/30/2016	582.24
71718	APPLE COMPUTER INC	06/30/2016	800.00
71719	APPLIED ENVIRONMENTAL SCI INC	06/30/2016	1,485.00
71720	BARNETT, JAMES W	06/30/2016	11,050.00
71721	BARNES & NOBLE	06/30/2016	273.03
71722	BARNETT WB CHRYSLER JEEP DODGE	06/30/2016	36.73
71723	BATTAGLIA, JENNA K	06/30/2016	46.58
71724	BATTERIES PLUS BULBS	06/30/2016	19.28
71725	BEAR PATCH QUILTING CO	06/30/2016	439.75
71726	BIG MARINE PARK RESERVE	06/30/2016	298.00
71727	BINSFIELD, JEANNE OR NEAL	06/30/2016	706.80
71728	BOOTH, KARLA J	06/30/2016	201.69
71729	BRIGGS, JANE L	06/30/2016	475.00
71730	BSN SPORTS	06/30/2016	379.25
71731	CANNIFF, AMY E	06/30/2016	236.60
71732	CASE, ABIGAIL H	06/30/2016	103.72
71733	CDW GOVERNMENT INC	06/30/2016	49,975.00
71734	COBORNS DELIVERS	06/30/2016	17.23
71735	COMO POOL	06/30/2016	157.50
71736	COMPASS MICRO	06/30/2016	84.06
71737	CONTINENTAL RESEARCH CORP	06/30/2016	351.60
71738	COOPS SPORTSWEAR	06/30/2016	1,040.00
71739	CRISIS PREVENTION INSTITUTE IN	06/30/2016	150.00
71740	CUB FOODS OF WHITE BEAR TWSHP	06/30/2016	358.94
71741	CUMMINS NPOWER LLC	06/30/2016	188.17
71742	DAHLEM, TERESA	06/30/2016	1,038.69
71743	DECKER INC	06/30/2016	305.79
71744	DELLWOOD COUNTRY CLUB	06/30/2016	1,910.32
71745	DINNEEN, LAURIE	06/30/2016	68.00
71746	DISCOUNT SCHOOL SUPPLY	06/30/2016	132.10
71747	DOMINOS PIZZA	06/30/2016	755.80
71748	DONATELLI'S	06/30/2016	625.98
71749	DEFINITIVE TECHNOLOGY SOLUTION	06/30/2016	2,225.46
71750	DEFINITIVE TECHNOLOGY SOLUTION	06/30/2016	1,210.00
71751	DURAND, JENNIFER A	06/30/2016	398.00
71752	CITY OF EAGAN PARKS & REC	06/30/2016	405.00
71753	EARTH NETWORKS	06/30/2016	7,500.00
71754	EAST METRO INTEGRATION DIST 60	06/30/2016	4,412.62
71755	ECKROTH MUSIC	06/30/2016	49,998.94
71756	THE EQUITY COLLABORATIVE	06/30/2016	7,000.00
71757	FAIRVIEW	06/30/2016	7,333.33
71758	FASTENAL COMPANY	06/30/2016	504.18

Check Nbr	Vendor Name	Check Date	Check Amount
71759	FEDEX	06/30/2016	38.45
71760	FIRST STUDENT INC	06/30/2016	8,947.38
71761	FIRST TECHNOLOGIES INC	06/30/2016	66,925.00
71762	FIRST-SHRED	06/30/2016	640.75
71763	FLAHERTY'S ARDEN BOWL	06/30/2016	378.00
71764	FLEETPRIDE	06/30/2016	1,881.14
71765	FLINN SCIENTIFIC INC	06/30/2016	659.70
71766	FLORIN, JOLYN A	06/30/2016	546.00
71767	FOLLETT SCHOOL SOLUTIONS INC	06/30/2016	81.34
71768	FRA-DOR INC	06/30/2016	607.50
71769	FREE SPIRIT PUBLISHING CO	06/30/2016	148.20
71770	FRONTLINE TECHNOLOGIES GROUP	06/30/2016	1,190.00
71771	FRONTRUNNER EVENTS	06/30/2016	178.50
71772	GALLAGHERS NORTHWESTERN TIRE C	06/30/2016	177.04
71773	GARDEN & ASSOCIATES INC	06/30/2016	210.00
71774	GILLUND ENTERPRISES	06/30/2016	413.64
71775	GOERS, LINDA S	06/30/2016	1,658.63
71776	GOLDCOM INC	06/30/2016	1,236.14
71777	GOPHER STAGE LIGHTING	06/30/2016	251.75
71778	GRAFFIC TRAFFIC LLC	06/30/2016	987.56
71779	GRAINGER	06/30/2016	1,066.13
71780	Vendor Continued Check	06/30/2016	0.00
71781	Vendor Continued Check	06/30/2016	0.00
71782	GREATAMERICA FINANCIAL SERVICE	06/30/2016	14,661.41
71783	GREEN VALUE NURSERY INC	06/30/2016	312.25
71784	GROTH MUSIC CO	06/30/2016	253.56
71785	HAGESTUEN, FAITH M	06/30/2016	80.00
71786	HALO TRANSPORTATION	06/30/2016	21,342.50
71787	HANSON, DARLENE	06/30/2016	28.90
71788	HARRIMAN, DION D	06/30/2016	2,196.33
71789	HAUTMAN, CHRISTOPHER M	06/30/2016	600.00
71790	HIGGINS, SHEILA J	06/30/2016	125.39
71791	HISDAHL INC	06/30/2016	1,121.84
71792	HOGLUND BUS AND TRUCK CO	06/30/2016	5,492.63
71793	HOME DEPOT CREDIT SERVICES	06/30/2016	657.20
71794	HUGO EQUIPMENT CO	06/30/2016	52.98
71795	HYLEN, JENNIFER L	06/30/2016	56.43
71796	IMAGE BUILDERS	06/30/2016	2,071.00
71797	INDUSTRIAL ARTS SUPPLY	06/30/2016	872.90
71798	INGINA LLC	06/30/2016	1,674.00
71799	INNOVATIVE OFFICE SOLUTIONS	06/30/2016	10,452.99
71800	ISD #191 BURNSVILLE EAGAN SAVA	06/30/2016	200.00
71801	ISD #621 ECFE	06/30/2016	4,882.86
71802	JAMIESON, SARAH A	06/30/2016	65.00
71803	JW PEPPER & SON INC	06/30/2016	15.00
71804	JWOOD SPORTS FLOORING LLC	06/30/2016	112,000.00
71805	KATH FUEL OIL SERVICE CO	06/30/2016	305.00
71806	KELVIN LP	06/30/2016	750.16
71807	KEYSTONE INTERPRETING SOLUTION	06/30/2016	733.65
71808	KIDCREATE STUDIO	06/30/2016	1,260.00

Check Nbr	Vendor Name	Check Date	Check Amount
71809	KONICA MINOLTA PREMIER FINANCE	06/30/2016	4,925.94
71810	KOREEN, GLORIA	06/30/2016	35.70
71811	KOWALSKIS MARKET	06/30/2016	23.50
71812	KRAFT CONTRACTING & MECHANICAL	06/30/2016	4,090.64
71813	KRUSEMARK, CARY L	06/30/2016	756.98
71814	LANGERS	06/30/2016	719.80
71815	LARSON, BRITA A	06/30/2016	34.02
71816	LARSON, MELANIE	06/30/2016	17.00
71817	LEMIEUX, TAMARA M	06/30/2016	173.85
71818	LEVASSEUR, MARY	06/30/2016	32.30
71819	LIBERTY CLASSICAL ACADEMY	06/30/2016	2,379.49
71820	LOFFLER	06/30/2016	135.00
71821	LORENZ BUS SERVICE INC	06/30/2016	210.56
71822	LOWRY, MARY J	06/30/2016	25.74
71823	MACKIN EDUCATIONAL RESOURCES	06/30/2016	133.19
71824	MALWITZ, REBECCA ANN	06/30/2016	617.25
71825	MAPLEWOOD COMMUNITY CENTER	06/30/2016	455.00
71826	MASSA, JAYMI E	06/30/2016	30.24
71827	MCCRAY EXPRESS SPORTS NETWORK	06/30/2016	156.00
71828	MN COMMUNITY EDUC ASSOC (MCEA)	06/30/2016	90.00
71829	MIDAMERICA ADMIN & RETIREMENT	06/30/2016	5,527.00
71830	MIDWEST BUS PARTS INC	06/30/2016	69.22
71831	MINVALCO INC	06/30/2016	548.20
71832	MN ASSOC OF STUDENT COUNCILS	06/30/2016	125.00
71833	MN HISTORICAL SOCIETY	06/30/2016	438.00
71834	MN ZOO	06/30/2016	325.00
71835	MOBILE RADIO ENGINEERING INC	06/30/2016	393.20
71836	MOORHEAD MACHINERY & BOILER CO	06/30/2016	620.75
71837	MN REC & PARK ASSN (MRPA)	06/30/2016	880.00
71838	MUSIC THEATER INTL	06/30/2016	6,813.60
71839	NORTH AMER ASSOC FOR	06/30/2016	550.00
71840	NARDINI FIRE EQUIPMENT CO INC	06/30/2016	544.55
71841	NATL CHEERLEADERS ASSOC	06/30/2016	299.00
71842	NELCO	06/30/2016	283.30
71843	NELSON, ANGELA A	06/30/2016	759.13
71844	NORCENTRONIX DISTRIBUTING	06/30/2016	52.00
71845	NORTHEAST METRO INTERMEDIATE D	06/30/2016	14,667.07
71846	OAK GLENN	06/30/2016	690.00
71847	OFFICE DEPOT	06/30/2016	50.89
71848	ON SITE SANITATION INC	06/30/2016	115.58
71849	ONENECK IT SOLUTIONS LLC	06/30/2016	525.00
71850	PADELFORD PACKET BOAT CO	06/30/2016	386.40
71851	PALMA, LEAH MARIE	06/30/2016	700.00
71852	PALUMBO, JOSEPH L	06/30/2016	75.00
71853	PATTERSON MEDICAL	06/30/2016	1,254.42
71854	PETERSON BROS ROOFING & CONST	06/30/2016	455.00
71855	PETERSEN, TIM W	06/30/2016	68.00
71856	PLADSEN ENVIRONMENTAL INC	06/30/2016	73,102.50
71857	POIRIER, LEE	06/30/2016	76.37
71858	POLAR ELECTRO INC	06/30/2016	555.00

Check Nbr	Vendor Name	Check Date	Check Amount
71859	POVOLNY, JOYCE	06/30/2016	29.75
71860	REHBEIN TRANSIT CO INC	06/30/2016	13,449.50
71861	RESEARCH FOR BETTER TEACHING	06/30/2016	8,250.00
71862	RIGHTWAY GLASS INC	06/30/2016	115.00
71863	RITTENHOUSE, PAULA M	06/30/2016	213.85
71864	RITTENHOUSE, SARAH A	06/30/2016	1,640.00
71865	ROBERT HALF TECH	06/30/2016	7,633.50
71866	ROOF SPEC INC	06/30/2016	180,441.00
71867	SAM'S CLUB/SYNCHRONY BANK	06/30/2016	23.52
71868	SAM'S CLUB/SYNCHRONY BANK	06/30/2016	134.09
71869	SANDERS, MALORIE L	06/30/2016	17.48
71870	SCHAEFFER MFG CO	06/30/2016	471.60
71871	SCHMIDT, DANIEL Q	06/30/2016	1,431.12
71872	SCHMITT MUSIC COMPANY	06/30/2016	1,710.00
71873	SCHOCHENMAIER, TIMOTHY R	06/30/2016	1,277.39
71874	SEEVER, GRAY	06/30/2016	165.00
71875	SITEONE LANDSCAPE SUPPLY	06/30/2016	186.04
71876	SKYWARD INC	06/30/2016	2,370.00
71877	SPECIAL PAY TRUST AUL	06/30/2016	281,584.24
71878	STATE OF FUN	06/30/2016	4,120.00
71879	STATE SUPPLY CO	06/30/2016	3,742.99
71880	STENDLUND, TERRI	06/30/2016	57.32
71881	STEVE SPANGLER SCIENCE	06/30/2016	420.61
71882	STIRLING, CONNIE B	06/30/2016	79.04
71883	STREAMLINE DESIGN INC	06/30/2016	4,819.50
71884	SUMMIT COMPANIES	06/30/2016	930.00
71885	SUPERIOR STRIPING INC	06/30/2016	350.00
71886	SVIR, SARA A	06/30/2016	878.79
71887	SWANSON, SHANNON M	06/30/2016	130.45
71888	TAKASH, PETER	06/30/2016	6.12
71889	TATE, JO E	06/30/2016	62.64
71890	TEXAS INSTRUMENTS INC	06/30/2016	45.00
71891	THERMOWORKS INC	06/30/2016	459.99
71892	THINKING MAPS	06/30/2016	1,325.00
71893	TIERNEY BROTHERS INC	06/30/2016	464.52
71894	TRADE PRESS INC	06/30/2016	585.00
71895	TROY BURNE GOLF CLUB	06/30/2016	1,213.20
71896	TRANSPORTATION SUPPLIES INC	06/30/2016	139.59
71897	TWIN CITIES TRANSPORT & RECOVER	06/30/2016	34,956.65
71898	U.S. ENERGY SERVICES INC	06/30/2016	5,901.81
71899	UNIVERSITY OF NORTH DAKOTA	06/30/2016	1,000.00
71900	THE UPS STORE #3299	06/30/2016	21.30
71901	VAIL, ANNE B	06/30/2016	319.68
71902	VENBURG TIRE CO	06/30/2016	119.25
71903	VERIZON WIRELESS	06/30/2016	1,411.25
71904	WAHOO! ADVENTURES	06/30/2016	425.00
71905	WALD, TIMOTHY A	06/30/2016	2,117.76
71906	WAZLAWIK, AMI L	06/30/2016	31.32
71907	WHITE BEAR RENTAL EQUIPMENT	06/30/2016	63.72
71908	WEST MUSIC COMPANY	06/30/2016	485.05

Check Nbr	Vendor Name	Check Date	Check Amount
71909	WL HALL COMPANY	06/30/2016	569.40
71910	WORTHLEY, SUZANNE	06/30/2016	976.00
71911	YEPEZ GARCIA, VICTOR RAMIRO	06/30/2016	372.26
71912	YOGA DEVOTION LLC	06/30/2016	660.00
71913	ZAHL PETROLEUM MAINTENANCE CO	06/30/2016	633.75
71914	ZELLNER, CHRISTIAN JOHN	06/30/2016	50.00
206	Computer	Check(s) For a Total of	1,129,856.92

Check Nbr	Vendor Name	Check Date	Check Amount
69824	MIXED BLOOD THEATRE	06/30/2016	0.00
71629	STAPLES ADVANTAGE	06/30/2016	0.00
2	Manual	Check(s) For a Total of	0.00

Check Nbr	Vendor Name	Check Date	Check Amount
71486	INNOVATIVE OFFICE SOLUTIONS	06/30/2016	14,752.99
71619	SOLUNA ARTS	06/30/2016	350.00
2	Void	Check(s) For a Total of	15,102.99

	2	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
	206	Computer	Checks For a Total of	1,129,856.92
Total For	208	Manual, Wire Tran, ACH & Computer Checks		1,129,856.92
Less	2	Voided	Checks For a Total of	15,102.99
		Net Amount		1,114,753.93

Check Nbr	Vendor Name	Check Date	Check Amount
71915-71940		06/30/2016	VOID
71941	AMERICAN UNITED LIFE	06/30/2016	4,750.00
71942	AMERIPRISE FINANCIAL SERVICES	06/30/2016	3,115.54
71943	GREAT LAKES HIGHER EDUC	06/30/2016	149.92
71944	GURSTEL CHARGO ATTORNEYS AT LA	06/30/2016	8.00
71945	IUOE LOCAL 70	06/30/2016	1,429.94
71946	METROPOLITAN LIFE	06/30/2016	207.50
71947	RAUSCH, STURM, ISRAEL,	06/30/2016	251.00
71948	SCHOOL SERVICE EMPLOYEES	06/30/2016	1,077.50
71949	US DEPT OF EDUCATION	06/30/2016	123.56
71950	VANGUARD SMALL BUSINESS SERVICE	06/30/2016	7,947.81
71951	WILD MOUNTAIN	06/30/2016	700.00
11	Computer	Check(s) For a Total of	19,760.77

Check Nbr	Vendor Name	Check Date	Check Amount
71926	AMERICAN UNITED LIFE	06/30/2016	4,750.00
71927	AMERIPRISE FINANCIAL SERVICES	06/30/2016	3,115.54
71928	GREAT LAKES HIGHER EDUC	06/30/2016	149.92
71929	GURSTEL CHARGO ATTORNEYS AT LA	06/30/2016	8.00
71930	IUOE LOCAL 70	06/30/2016	1,429.94
71931	METROPOLITAN LIFE	06/30/2016	207.50
71932	RAUSCH, STURM, ISRAEL,	06/30/2016	251.00
71933	SCHOOL SERVICE EMPLOYEES	06/30/2016	1,077.50
71934	US DEPT OF EDUCATION	06/30/2016	123.56
71935	VANGUARD SMALL BUSINESS SERVIC	06/30/2016	7,947.81
71936	WILD MOUNTAIN	06/30/2016	700.00
11	Void	Check(s) For a Total of	19,760.77

	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
	11	Computer	Checks For a Total of	19,760.77
Total For	11	Manual, Wire Tran, ACH &	Computer Checks	19,760.77
Less	11	Voided	Checks For a Total of	19,760.77
			Net Amount	0.00

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: **July 11, 2016**
 SUGGESTED DISPOSITION: **Operational Item**
 CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance and Operations**

Donation	Donor	Recipient
\$10 for Senior Program	Rose Gustafson	Community Services and Recreation Senior Program
\$25 for Senior Program	Robert Cuerden and Karin Magill-Cuerden	Community Services and Recreation Senior Program
\$25 for Senior Program	Susan Clancy	Community Services and Recreation Senior Program
\$25 for Senior Program	Mary Jo Hensler	Community Services and Recreation Senior Program
\$100 for Senior Program	Phyllis Benjamin	Community Services and Recreation Senior Program
\$125 for Senior Program	Albert and Lenora DeBrunn	Community Services and Recreation Senior Program
\$100 for Senior Program	Robert and Linda Albert	Community Services and Recreation Senior Program
\$25 for Meals on Wheels	Sean O'Brien	Community Services and Recreation Senior Program
\$600 for Meals on Wheels	White Bear Lake Lions Club	Community Services and Recreation Senior Program
\$25 for Meals on Wheels	Linda Clemens	Community Services and Recreation Senior Program
\$2,000 for Meals on Wheels	Vadnais Heights Lions Club	Community Services and Recreation Senior Program
\$10 for Meals on Wheels	Rex and Renee Redmer	Community Services and Recreation Senior Program

\$100 for Meals on Wheels	Janet Ashlin	Community Services and Recreation Senior Program
\$4,000 for Lionmobile	White Bear Lake Lions Club	Community Services and Recreation Senior Program
\$60 for Lionmobile	Shirley Lockbeam	Community Services and Recreation Senior Program
\$4,000 for Lionmobile	Vadnais Heights Lions Club	Community Services and Recreation Senior Program
\$32.69	Becky Heitkamp	White Bear Lake Area High School South Campus

RECOMMENDATION: Accept donations.

AGENDA ITEM: Field Trip Requests

MEETING DATE: July 11, 2016

SUGGESTED DISPOSITION: Consent Agenda

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

Background:

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

Date of Trip and Destination	Requesting Staff Member	Grade/Team	Number of School Days Missed	Number of Students Attending	Total Cost per Student and Source of Revenue	Means of Transportation	Purpose of Field Trip
October 5-7, 2016 Hackensack, MN	Pam Johnstone Nicholas Marty	5 th grade class	3	72	Total Cost to Student: \$160.00 Source of Revenue: fundraising, parents, Lincoln PTA	bus	Environmental issues dealing with recycling/reusing/reducing. Instructional guidance on how to respect the environment by methods of conservation. Familiarize students on the natural habitat of wild life and the effect of nature.
August 15-19, 2016 Whitewater State Park	Dan Kovacich	White Bear Lake South Campus	0	20	Total Cost to Student: \$75.00 Source of Revenue: student activity account, tumbler sales, cub foods, parents	Parents will be transporting	The purpose of this trip is for team bonding, training on terrain not available in our part of the state, as well as partnering with local schools, Mounds View and Roseville.

October 7-8, 2016 Alexandria Meet of Champions	Dan Kovacich	White Bear Lake South Campus	½ day	28	Total Cost to Student: \$85 Source of Revenue: Fundraising, parents	Coach Bus	This is one of the biggest cross country meets in the state of MN. This meet tells us where we stack up against the rest of the state in terms of our ability.
October 7-8, 2016 Arrowwood Resort Alexandria, MN	Patti Percival	All Secondary Schools	1-2 day	50	Total Cost to Student: \$75 Source of Revenue: Students pay plus activity budget from girls cross country team	Charter Bus	Competing at the Alexandria Lions Invitational

Recommendation: The administration recommends the School Board approve these field trips.

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

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

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

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATIONS/TERMINATION – CLASSIFIED STAFF

JOHN SLONE – Pupil Support Assistant, TED
Employed by District 624 since 10/07/2015
Effective Date: 06/10/2016

RESIGNATIONS/TERMINATION – CERTIFIED STAFF

RENEE HOLT – Special Education Teacher, Central Middle School
Employed by District 624 since 08/24/2011
Effective Date: 06/10/2016

KELLY KENNEFICK – .08 FTE Social Studies Teacher, Central Middle School
Employed by District 624 since 08/24/2015
Effective Date: 06/22/2016

RETIREMENT – CERTIFIED STAFF

ANN MERRITT – Grade 6 Teacher, Sunrise Park Middle School
Employed by District 624 since 01/03/2000
Effective Date: 06/10/2016

DIANE UECKER-FLINK – .8 FTE School Nurse, Oneka & Hugo Elementary
Employed by District 624 since 09/15/1999
Effective Date: 06/24/2016

PART – TIME LEAVE REQUEST – CERTIFIED STAFF

PAMELA JOHNSTONE – Grade 5 Teacher, Lincoln Elementary
.5 FTE Leave & .5 FTE Digital Learning Specialist
Effective Date: 2016/2017 School Year

FULL – TIME LEAVE REQUEST – CERTIFIED STAFF

ELLY JOHNSON – Kindergarten Teacher, Otter Lake Elementary
Employed by District 624 since 08/22/2012
Effective Date: 2016/2017 School Year

CHANGE IN CONTRACT – CLASSIFIED STAFF

CHERYL BONCHER – Clerical Unit, Willow Elementary
From Building Support Technician, 5 hours per day, 185 days, \$16,317
To Field Technician – Level I, 8 hours per day, 185 days, \$32,249
Effective Date: 2016 - 2017 School Year

PENNY DALLY – Clerical Unit, Vadnais Heights Elementary
From Building Support Technician, 4.25 hours per day, 185 days, \$16,195
To Field Technician – Level I, 4 hours per day, 185 days, \$17,020
Effective Date: 2016 - 2017 School Year

JENNIFER DURAND – Clerical Unit, Oneka Elementary
From Building Support Technician, 7.5 hours per day, 185 days, \$25,891
To Field Technician – Level I, 8 hours per day, 185 days, \$32,249
Effective Date: 2016 - 2017 School Year

NICOLE KENDELL – Clerical Unit, Lincoln Elementary
From Building Support Technician, 5.75 hours per day, 185 days, \$19,850
To Field Technician – Level I, 8 hours per day, 185 days, \$32,249
Effective Date: 2016 - 2017 School Year

NICOLE LAVALLEY – Clerical Unit, Matoska Elementary
From Building Support Technician, 5.5 hours per day, 185 days, \$18,987
To Field Technician – Level I, 8 hours per day, 185 days, \$32,249
Effective Date: 2016 - 2017 School Year

CHERYL LANIGAN – Clerical Unit, Sunrise Park Middle School
From Building Support Technician, 7 hours per day, 185 days, \$25,149
To Field Technician – Level I, 8 hours per day, 185 days, \$33,448
Effective Date: 2016 - 2017 School Year

NICOLE SCHMID – Clerical Unit, Hugo Elementary
From Building Support Technician, 4.5 hours per day, 185 days, \$14,685
To Field Technician – Level I, 4 hours per day, 185 days, \$16,125
Effective Date: 2016 - 2017 School Year

JACQUALINE SHELSTAD – Clerical Unit, High School – North Campus
From Building Support Technician, 6 hours per day, 185 days, \$21,556
To Field Technician – Level I, 8 hours per day, 185 days, \$26,122
Effective Date: 2016 - 2017 School Year

CHANGE IN CONTRACT – NON-AFFILIATED
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JAMES MARIER – From Clerical Unit, Building Support Technician, Central Middle School
To Non-Affiliated, Level II Field Technician, District Wide \$53,500
Effective Date: 07/01/2016

CHANGE IN CONTRACT – CLASSIFIED STAFF
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NICHOLAS MARTY – Lincoln Elementary
From 1.0 FTE Grade 5 Teacher
To .5 FTE Grade 5 Teacher & .5 FTE Digital Learning Specialist
Effective Date: 2016 - 2017 School Year

LUANNE OKLOBZIJA – Otter Lake Elementary
From 1.0 FTE Grade 3 Teacher
To 1.0 FTE Digital Learning Specialist
Effective Date: 2016 - 2017 School Year

SHANNON TREICHEL – High School – North Campus

From 1.0 FTE Spanish Teacher

To .4 FTE Digital Learning Specialist & .6 FTE Spanish Teacher

Effective Date: 2016 - 2017 School Year

TEMPORARY CHANGE IN CONTRACT – CERTIFIED STAFF

VANSEEA SCHULTE – School Social Worker, Vadnais Heights Elem. & Sunrise Park Middle School

From .6 FTE to 1.0 FTE

Effective Date: 2016 - 2017 School Year

NEW PERSONNEL – CLASSIFIED STAFF

CHARLES ARCHER – Pupil Support Assistant, Sunrise Park Middle School

\$18.00 / hr., 6.5 hrs. / 180 days \$21,060

Effective Date: 09/06/2016

BETHANY HOLMES – Nurse Paraprofessional, Birch Lake Elementary

\$18.52 / hr., 8.0 hrs., / 180 days \$26,668

Effective Date: 09/06/2016

NEW PERSONNEL – NON AFFILIATED STAFF

JUAN PUJOLS – Level II Field Technician, District Wide

\$58,000

Effective Date: 07/01/2016

NEW PERSONNEL – PROFESSIONAL STAFF

KATE ANDERSEN – Early Childhood Education Supervisor, Normandy, Hugo and Tamarack

\$90,023 (pro-rated on \$94,000)

Effective Date: 07/18/2016

NEW PERSONNEL – CERTIFIED STAFF

ALLISON BERGLIN – Special Education Teacher, High School – North Campus

BA, Step 7 \$48,523

Effective Date: 2016 - 2017 School Year

ANGELA BATTERMAN – .8 FTE Music Teacher, Birch Lake & Otter Lake Elementary

BA, Step 2 \$33,814

Effective Date: 2016 - 2017 School Year

BROOKE BROWN – .8 FTE Language Arts Teacher, High School – North Campus

BA, Step 1 \$33,140

Effective Date: 2016 - 2017 School Year

SANDRA BURTON – .6 French & .4 Language Arts Teacher, Sunrise Park Middle School

BA, Step 5 \$45,960
Effective Date: 2016 - 2017 School Year

AMY CARNEY – Media Specialist, High School – North Campus
MA+15, Step 13 \$74,619
Effective Date: 2016 - 2017 School Year

RYAN CLARK – .7 FTE Digital Learning Specialist
MA+15, Step 8 \$41,780
Effective Date: 2016 - 2017 School Year

SALLY HEINZEN – Intervention Teacher, Birch Lake Elementary
MA, Step 6 \$53,551
Effective Date: 2016 - 2017 School Year

RYAN HEYER – Kindergarten Teacher, Hugo Elementary
BA, Step 5 \$45,960
Effective Date: 2016 - 2017 School Year

BARBARA PLETSCH – .5 FTE Intervention Teacher, Birch Lake Elementary
BA, Step 9 \$25,379
Effective Date: 2016 - 2017 School Year

KASSIE SHOOK – Grade 1 Teacher, Birch Lake Elementary
MA+45, Step 13 \$77,913
Effective Date: 2016 - 2017 School Year

ABBY STENSRUD – Spanish Teacher, Sunrise Park Middle School
MA, Step 5 \$51,901
Effective Date: 2016 - 2017 School Year

NEW LONG TERM SUBSTITUTE – CERTIFIED STAFF

EMILY PEDERSON – Kindergarten Teacher, Otter Lake Elementary
BA, Step 2 \$42,268
Effective Date: 2016 - 2017 School Year

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: **Superintendent's Report**
MEETING DATE: **July 11, 2016**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

BACKGROUND:

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

D. DISCUSSION ITEMS

E. OPERATIONAL ITEMS

AGENDA ITEM: **Action on Student Transportation Services Agreement with First Student, Inc.**

MEETING DATE: **July 11, 2016**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Assistant Superintendent for Finance & Operations**

BACKGROUND:

Attached please find an agreement between White Bear Lake Area Schools and First Student, Inc. for student transportation services. The term of this agreement is from August 1, 2016 through July 31, 2018 with the option to extend for up to two additional years. Mr. Tom Watson from Watson Consulting and Mr. Mike Turitto, the District's Transportation Coordinator, will be in attendance at the July 11, 2016 School Board meeting to assist in presenting this recommendation and address School Board member questions.

Currently, daily District bus/van routes number 92 with approximately 500 separate runs each day. Of the 92 routes, the District operates 29; for 2016-2017 this will increase to a minimum of 37. For regular buses, First Student will cover 25 routes in 2016-2017 compared to 33 contracted routes in the 2015-2016 school year. This difference of eight routes will be covered with District vehicles and employees. Other points worth noting include:

- The rate for regular routes will be \$318 per day, up from \$301.
- The rate for special education routes will be \$315 per day. First Student does not currently cover any of the District's special education routes.
- Year two of the agreement calls for a 2.75% rate increase.
- The rates are in line with several other metro districts that have been working through this process this spring.

Recommended Action: Move to approve the agreement with First Student, Inc. for student transportation services for two years commencing August 1, 2016 and ending July 31, 2018, with an option to extend for an additional two years, consistent with Minnesota Statutes 2015, Section 123B.52, Subds. 1 and 3.

STUDENT TRANSPORTATION AGREEMENT

THIS AGREEMENT is made and entered into as of the 13th day of June 2016, by and between **Independent School District 624, White Bear Lake Area Schools**, Ramsey County, Minnesota, with its District Office at 4855 Bloom Avenue, White Bear Lake, Minnesota 55110, Minnesota,, hereinafter called "District" and **First Student, Inc.**, with its local office at 11911 Champlin Drive; Champlin, Minnesota 55316, hereinafter called "Contractor."

WITNESSETH

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

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

WHEREAS, pursuant to Minnesota Statute 2015, Section 123B.52, District solicited written quotations for student transportation services and, after receiving written quotations and completing negotiations, has selected Contractor to furnish student transportation services to certain District students in accordance with the terms defined herein.

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

1. TERM

The term of this AGREEMENT shall commence August 1, 2016 and shall continue through July 31, 2018 consistent with GENERAL SPECIFICATION FOR STUDENT TRANSPORTATION SERVICES (hereinafter referred to as the "SPECIFICATION"). For purposes of this AGREEMENT, the term "Contract Year" shall mean each one-year period commencing August 1 during the term of this AGREEMENT.

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

a. Extension of Term

This AGREEMENT may be extended at the mutual written agreement of the Parties for an additional two one (1) year periods upon such terms as identified and described in the SPECIFICATION, this AGREEMENT and the PRICE AND RATE SCHEDULE, EXHIBIT A hereto. The District will notify the Contractor by January 31, 2018 of their desire to extend the existing AGREEMENT. All terms and conditions will remain the same except for applicable compensation adjustments described in this AGREEMENT and EXHIBIT A.

2. SCOPE OF SERVICES REQUIRED

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

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

3. COMPENSATION AND BILLING

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

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

4. FUEL PRICE PROVISION

The District understands that the prices for fuel used in providing student transportation services have been changing and have become a significant operating cost in recent years. The Parties hereby agree the District is responsible for the cost of fuel in this agreement.

During the term of this AGREEMENT, the District agrees and will implement the option provided in Minnesota Statutes 2015, Section 123B.88, Subd. 3. that allows the District to purchase fuel and furnish to Contractor for use in transporting District students. The Parties further agree that the total number of gallons used for services required and authorized pursuant to this AGREEMENT will be based on the round trip route mileage, including both live and terminal to terminal, on all routes as determined using the District's VersaTrans routing system mileage, divided by an average of 6.5 miles per gallon for buses and 14 miles per gallon for Type III vans. If the Contractor operates any routes from a terminal outside of the District, the District will use the White Bear Lake District Center as the terminal location for measuring round trip mileage in calculating the gallons of fuel used.

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

5. REQUIRED SERVICES, EQUIPMENT AND PERSONNEL

- a. Services. ARTICLE 7 of the SPECIFICATION

Contractor agrees to comply with the provisions of this ARTICLE, including the following:

- i. Insurance Coverage; SECTION 7.3. Contractor must provide the above referenced insurance with the following minimum limits:

Bodily injury insurance	\$1,000,000 combined single limit
Comprehensive property damage insurance	\$1,000,000 combined single limit
Excess Liability (Umbrella) insurance	\$2,000,000
Workers' compensation insurance	per Minnesota Statutes and laws

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

- b. Equipment. ARTICLE 8 of the SPECIFICATION

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

- i. Contractor Fleet. Contractor will provide a fleet of school buses including spares that meet the specifications in ARTICLE 8 and, as to type, manufacturer year, capacity, and quantity, are equal to but not less than the vehicle inventory provided with the Contractor proposal and written quotation (page 3 of Section 1) dated March 8, 2016. All buses shall be equipped with video systems with two (2) cameras and live GPS.

Nothing in this Section shall not replace the requirements and provisions for equipment as outlined in ARTICLE 8 of the SPECIFICATION.

- ii. District Name on Buses. As provided in SECTION 8.1.6. of the SPECIFICATION, Contractor agrees to identify "White Bear Lake Area Schools" on all primary regular and special needs

route buses with display on the panel below the passenger windows on the two sides of each primary route bus, not inconsistent with requirements of state law and regulations. The District will annually notify the Contractor of the primary routes to which this provision applies.

c. **Personnel. ARTICLE 9 of the SPECIFICATION**

Contractor agrees to comply with the provisions of this ARTICLE 9, including employing at a minimum personnel for the full-time positions to fulfill the responsibilities required by SECTION 9.1.1. of the SPECIFICATION.

6. ANNUAL SERVICE PLAN

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

- a. route or routes including bus route numbering, route maps, and route times, which will be primarily developed by the District with input from the Contractor.
- b. list of drivers, both primary and substitutes, and the assigned routes and buses for the primary drivers.
- c. list of students assigned to each bus and route, together with grade levels, which will be primarily developed by the District with input from the Contractor.
- d. list of bus and van equipment that will be used in providing the contract services, along with make of equipment, year of manufacture, and mileage.
- e. staffing plan of employees, in addition to the above drivers, who will be assigned to fulfill the responsibilities contemplated in the Contract.
- f. compliance with SECTIONS 7, 8 and 9 of this SPECIFICATION.
- g. compliance with District performance criteria as outlined in SECTION 4.2. of the SPECIFICATION and SECTION 8 of this AGREEMENT.
- h. insurance information required as specified in SECTION 7.3 of this SPECIFICATION.
- i. operating policies and procedures of the Contractor related to their fulfilling the terms of the AGREEMENT.
- j. provision of services to students living within the areas not eligible for regular bus services as outlined in SECTION 4.6. of this SPECIFICATION.
- k. provision for regular reporting wherein the Contractor will submit to the District a report on performance on a mutually agreed frequency, using an agreed reporting approach/method.

The District requires that the Contractor(s) to maintain the Annual Service Plan on a “current basis” during the term of the Agreement and all extensions hereto.

7. SECTION 4.7: PROGRAM GROWTH

The District will reserve the right to increase or decrease the number of buses or vans over the life of the contract(s), based on the terms described in this SPECIFICATION. The cost of the added or reduced buses or vans will be at the unit cost approved in the basic contract(s). Should the program significantly change in scope then either party may request, following provisions in the Contract, that appropriate pricing adjustments be considered.

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

8. PERFORMANCE SECURITY

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

9. LIQUIDATED DAMAGES FOR NON-COMPLIANCE

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

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

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

District must inform the Contractor in writing within three (3) days of a listed violation and its intent to assess liquidated damages for such violation. Except for lesser dates required to cure an incident in this Section communicated by the District either orally or in writing, Contractor shall have ten (10) days following such notice on all other incidents to cure the incident prior to assessment of liquidated damages. Failure to timely notify the Contractor shall relieve the Contractor of its obligation to pay liquidated damages for the alleged violation.

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

10. OTHER PROVISIONS

Contractor agrees to comply with the following:

a. Governing Law

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

b. Data Privacy

Contractor agrees and understands that certain student information and data will be provided to the Contractor as required to provide the services required in this AGREEMENT. Contractor further agrees that the Contractor and its employees will fully comply with the provisions of Minnesota

Statute Chapter 13, also known as "Minnesota Government Data Practices Act", and in particular the following section as it applies to contracts for services with units of government:

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

c. Force Majeure

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

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

d. Indemnification

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

e. Assignment

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

f. Subcontract

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

g. Termination

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

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

h. Severability

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

i. Modification

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

j. Survival

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

k. District Crisis Management Policy

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

l. Notices To Parties

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

Notices to District shall be addressed to:

Wayne Kazmierczak, Ph.D.
Asst Superintendent for Finance and Operations
White Bear Lake Area Schools
4855 Bloom Avenue
White Bear Lake, MN 55110

Notices to Contractor shall be addressed to:

Area General Manager
First Student, Inc.
11911 Champlin Drive
Champlin, Minnesota 55316

with a copy to:

General Counsel
First Group America, Inc.
600 Vine Street, Suite 1400
Cincinnati, Ohio 45202

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

m. Entire Agreement

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

IN WITNESS WHEREOF, the Parties hereto have executed this AGREEMENT this 13th day of June 2016.

White Bear Lake Area Schools

First Student, Inc.

By: _____
Janet Newberg
Chair, School Board

By: _____

By: _____
Ellen Fahey
Clerk, School Board

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

EXHIBIT A - PRICE AND RATE SCHEDULE

EXHIBIT A-1: REGULAR ROUTE SERVICES

Prices for each year of the term shall be based on a maximum of 172 days of regular school operation.

SCHOOL YEAR 2016-17 [Year Ending July 31, 2017]

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

Bus Size	Cost Per Route-Day; Multiple Run Route	Cost Per Route-Day; Single Run Route	Cost Per ½ Route-Day
83-90 Passenger Bus	\$318.00	\$318.00	\$190.80
71-77 Passenger Bus	\$318.00	\$318.00	\$190.80

2. **Rates for Excess Mileage and Time – Regular “To and From” Routes (Item 1 above):**

\$ 11.50 per one-quarter (1/4) hour for time in excess of the route times, 4.5 “live” hours per day or two one-quarter (2.25) “live” hours per ½ day, whichever is greater, computed on total routes per day and not an individual bus basis per day.

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

EXHIBIT A-2: SPECIAL NEEDS and SPECIAL SERVICES

Prices for each year of the term shall be based on a maximum of 172 days of regular school operation.

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

Bus and Van Size	Lift?		Cost Per Route-Day; Multiple Run Route	Cost Per Route-Day; Single Run Route	Cost Per ½ Route-Day	Cost Per Hour*
Class C or D Bus	Yes	No	\$318.00	\$318.00	\$190.80	XXXX
Class A or B Bus	Yes	No	\$315.00	\$315.00	\$189.00	XXXX
Van or Type III	Yes	No	<u>\$293.31</u>	<u>\$293.31</u>	<u>\$175.99</u>	XXXX
Bus Assistant/Aide			XXXX	XXXX	XXXX	\$28.83
Lift			\$7.65	\$7.65	\$7.65	XXXX

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

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

\$ 11.50 per one-quarter (1/4) hour for time in excess of the route times, 4.5 “live” hours per day or two one-quarter (2.25) “live” hours per ½ day, whichever is greater, computed on total routes per day and not an individual bus basis per day.

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

Bus and Van Size	Lift?		Cost Per Route-Day; Multiple Run Route	Cost Per Route-Day; Single Run Route	Cost Per ½ Route-Day	Cost Per Hour*
Class C or D Bus	Yes	No	\$318.00	\$318.00	\$190.80	XXXX
Class A or B Bus	Yes	No	\$315.00	\$315.00	\$189.00	XXXX
Van or Type III	Yes	No	<u>\$293.31</u>	<u>\$293.31</u>	<u>\$175.99</u>	XXXX
Bus Assistant/Aide			XXXX	XXXX	XXXX	\$28.83
Lift			\$7.65	\$7.65	\$7.65	XXXX

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

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

Bus and Van Size	Cost Per Hour*	Cost Per Day
Class C or D Bus	\$81.69	XXXX
Class A or B Bus	\$81.69	XXXX
Van or Type III	\$81.69	XXXX
Bus Assistant/Aide	\$28.83	XXXX

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

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

EXHIBIT A-3: OTHER SERVICES

Prices for each year of the term shall be based on a maximum of 172 days of regular school operation.

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

Bus and Van Size	Cost Per Hour*	Cost Per Day
Class C or D Bus	\$81.69	XXXX
Class A or B Bus	\$81.69	XXXX
Multi-function School Activity Bus (MFSAB)		
Van or Type III	\$81.69	XXXX
Bus Assistant/Aide	\$28.83	XXXX

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

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

Bus and Van Size	Cost Per Hour*	Cost Per Day
Class C or D Bus	XXXX	\$196.69
Class A or B Bus	XXXX	\$196.69
Multi-function School Activity Bus (MFSAB)		
Van or Type III	XXXX	\$196.69
Bus Assistant/Aide	\$28.83	XXXX

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

- 3.** Performance Security (Bond) Cost \$ 5.50 per \$1,000 of projected annual cost
(ref Sec 4.6)
- 4.** Excess Liability Insurance Cost \$ included per \$1,000,000 of projected annual cost
(ref Sec 4.5)
- 5.** Digital Cameras (ref. Sec 6.13) \$ included per unit for each additional unit

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

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

Prices for each year of the term shall be based on a maximum of 172 days of regular school operation.

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

	Cost Per Hour	Cost Per Mile	Cost Per ¼ Wait Hour	Min. Cost Per Trip	Max. Cost Per Day
a. Trips within the school district boundaries					
i. Class C/D Bus	XXX	XXX	XXX	\$82.01	\$82.01
ii. Class A/B Mini bus	XXX	XXX	XXX	\$82.01	\$82.01
iii. Multi-function School Activity Bus (MFSAB)	XXX	XXX	XXX	XXX	XXX
iv. Type III van	XXX	XXX	XXX	\$82.01	\$82.01
b. Trips outside the school district boundaries.	<i>Round trips of 60 miles or less</i>				
i. Class C/D Bus	\$54.55	XXX	\$54.55/4	\$109.10	XXX
ii. Class A/B Mini bus	\$54.55	XXX	\$54.55/4	\$109.10	XXX
iii. Multi-function School Activity Bus (MFSAB)					
iv. Type III van	\$54.55	XXX	\$54.55/4	\$109.10	XXX
v. Coach bus	n/a	n/a	n/a	n/a	n/a
c. Trips outside the school district boundaries.	<i>Round trips of more than 60 miles</i>				
i. Class C/D Bus	\$54.55	XXX	\$54.55/4	\$109.10	XXX
ii. Class A/B Mini bus	\$54.55	XXX	\$54.55/4	\$109.10	XXX
iii. Type III van	\$54.55	XXX	\$54.55/4	\$109.10	XXX
iv. Coach bus	n/a	n/a	n/a	n/a	n/a
d. Trailer	XXXX	XXXX	XXXX	\$66.28	XXXX
e. Overnight Trips outside the school district boundaries	<i>Round trips of more than 60 miles; District approvals required</i>				
i. Driver labor cost on-duty at site	XXXX	XXXX	\$10.00	XXXX	XXXX
ii. Driver overnight expenses	XXXX	XXXX	XXXX	XXXX	\$150.00
f. Non-peak Rate Discount: non-peak (9:15AM to 2:00PM after 4:00PM) trip charge discount from rates above					0 %

EXHIBIT A-5: COST QUOTES FOR STUDENT TRANSPORTATION SERVICES

Prices for each year of the term shall be based on a maximum of 172 days of school operation.

SCHOOL YEAR 2017-18 [Year Ending July 31, 2018]

The Service Provider will complete the services in this schedule for a

percentage increase over the preceding year 2.75 % increase over 2016-17 rates

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

EXHIBIT A-6: COST QUOTES FOR STUDENT TRANSPORTATION SERVICES

Prices for each year of the term shall be based on a maximum of 172 days of school operation.

The District, in its sole discretion, will reserve the option, consistent with applicable statutes, to extend the contract for a third or fourth year. The District is interested in receiving pricing information about the services for these optional years.

SCHOOL YEAR 2018-19 [Year Ending July 31, 2019]

Increase amount or basis for calculating an increase [Please select the appropriate item and provide the requested information] % Increase ____ CPI ____ \$ Amount ____ No Increase ____ Other ____

**The Service Provider will complete the services in this schedule for a
percentage increase over the preceding year**

% Increase ____ 2.5% increase over 2017-18 rates

SCHOOL YEAR 2019-20 [Year Ending July 31, 2020]

Increase amount or basis for calculating an increase [Please select the appropriate item and provide the requested information] % Increase ____ CPI ____ \$ Amount ____ No Increase ____ Other ____

**The Service Provider will complete the services in this schedule for a
percentage increase over the preceding year**

% Increase ____ 2.5% increase over 2018-19 rates

AGENDA ITEM: **Action on 10-Year Long-Term Facility Maintenance Plan**

MEETING DATE: **July 11, 2016**

SUGGESTED DISPOSITION: **Operational Item**


CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Assistant Superintendent for Finance & Operations**

BACKGROUND:

During the 2015 legislative session, a Long-Term Facilities Maintenance (LTFM) Revenue Program was established for school districts, intermediate districts, other cooperatives, and charter schools. This program replaced the Health and Safety Revenue, Deferred Maintenance Revenue, and Alternative Facilities Bonding and Levy programs beginning in fiscal year 2017. Revenue increases for school districts not previously eligible to participate in the Alternative Facilities Bonding and Levy program and for charter schools are being phased-in over three years from fiscal year 2017 through fiscal year 2019. Revenue equals \$193 per adjusted pupil unit for fiscal year 2017, \$292 for fiscal year 2018, and \$380 for fiscal year 2019. White Bear Lake Area Schools is one of the 25 school districts that previously qualified for the Alternative Facilities Bonding and Levy program; White Bear Lake now participates in the LTFM program, although a hold-harmless provision ensures that revenue received under the new program will not be less than that received under the previous Alternative Facilities Bonding and Levy program.

Attached please find the District's 10-Year Long-Term Facility Maintenance (LTFM) expenditure and revenue plans as well as a more detailed planning document that breaks down the next several fiscal years. District staff worked with Ehlers, Inc., its financial advisors, to determine a revenue plan for the coming years. The plan assumes the issuance of \$15 million in LTFM bonds and a phase-in of pay-as-you-go funding.

Recommended Action: Approve the 10-year Long-Term Facility Maintenance Plan as presented.

		Division of School Finance 1500 Highway 36 West Roseville, MN 55113-4266			Long-Term Facility Maintenance Revenue Application – Ten-Year Expenditure							ED - 02478-02	
INSTRUCTIONS: Enter estimated expenditures that are allowable uses of Long-term Facilities Maintenance Revenue under MS 123B.595, Subd. 10, by UFARS Finance Code by fiscal year in the space provided. The Finance Code for Pre-K remodeling is yet to be assigned.													
						District Name: White Bear Lake Area Schools				District # 624			
										Date:			
						District Contact for Questions on this Spreadsheet:				E-mail: daniel.roeser@isd624.org or wayne.kazmierczak@isd624.org			
						Name: Dan Roeser or Wayne Kazmierczak				Phone #: (651) 407-7516			
		Fiscal Year, Ending June 30th -->		2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
ESTIMATED EXPENDITURES:													
Health and Safety, Excluding Projects in Finance codes 358, 363 and 366 Costing > \$100,000 per Site													
Finance	Category												
347	Physical Hazards	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000
349	Other Hazardous Materials	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000	\$40,000
352	Environmental Health & Safety Management	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000	\$265,000
358	Asbestos Removal and Encapsulation	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000	\$90,000
363	Fire Safety	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000	\$120,000
366	Indoor Air Quality	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000
	Total Health and Safety Capital Projects	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000	\$700,000
Health and Safety, Projects Costing > \$100,000 per Site													
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Total Health and Safety Capital Projects \$100,000 or More	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling for Pre-K instruction approved under M.S. 124D.151													
Finance	Category												
TBD	Remodeling for Pre-K instruction approved by the commissioner	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Accessibility													
Finance	Category												
367	Accessibility	\$25,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Capital Expenditures and Maintenance Projects													
Finance	Category												
368	Building Envelope	\$180,000	\$940,000	\$700,000	\$480,000	\$50,000	\$275,000	\$50,000	\$325,000	\$75,000	\$225,000		
369	Building Hardware and Equipment	\$255,381	\$50,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
370	Electrical	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
379	Interior Surfaces	\$247,595	\$906,726	\$213,005	\$280,000	\$165,000	\$195,000	\$185,000	\$165,000	\$215,000	\$165,000		
380	Mechanical Systems	\$2,263,905	\$2,600,000	\$3,920,000	\$2,780,000	\$0	\$400,000	\$0	\$400,000	\$0	\$0	\$0	\$0
381	Plumbing	\$0	\$0	\$250,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
382	Professional Services and Salary	\$550,000	\$550,000	\$550,000	\$550,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000	\$200,000
383	Roof Systems	\$740,000	\$85,000	\$85,000	\$785,000	\$525,000	\$70,000	\$560,000	\$75,000	\$560,000	\$60,000		
384	Site Projects	\$727,119	\$500,000	\$330,000	\$350,000	\$160,000	\$160,000	\$305,000	\$135,000	\$250,000	\$650,000		
	Total Deferred Capital Expense and Maintenance	\$4,964,000	\$5,631,726	\$6,048,005	\$5,225,000	\$1,100,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000	\$1,300,000
Total Annual 10 Year Plan Expenditures		\$5,689,000	\$6,331,726	\$6,748,005	\$5,925,000	\$1,800,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000	\$2,000,000

Long-Term Facilities Maintenance (LTFM) Ten Year Revenue Projection				Revised 6/24/2016										
624 <= Type in School District Number														
WHITE BEAR LAKE SCHOOL DISTRICT														
Calculations for Ten Year Projection				Pay 16	Payable 2016	Current Estimate								
	LLC #	FY 2017	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026		
1 Type your district number in cell A2 (Minneapolis = 1.2)														
2 Type APU, health and safety and alternative facilities project, and bond estimates in lines 6a, 14, 16 to 18, 20, 21, 26, 27 and 50														
3 Type debt excess, intermediate/coop district, and revenue reduction data in lines 13, 15, 23, 31, and 33														
4 Look-up data from following tabs														
5 Initial Formula Revenue														
6	Current year APU	55	8,999.70	8,827.80	9,091.30	9,091.30	9,091.30	9,091.30	9,091.30	9,091.30	9,091.30	9,091.30		
6a Additional Pre-K Pupil Units (line 19 of Pre-K application)														
6b	Total Adjusted Pupil Units = (6) + (6a)			8,827.80	9,091.30	9,091.30	9,091.30	9,091.30	9,091.30	9,091.30	9,091.30	9,091.30		
7	District average building age (uncapped)	401	47.50	48.50	49.50	50.50	51.50	52.50	53.50	54.50	55.50	56.50		
8	Formula allowance		\$ 193.00	\$ 193.00	\$ 292.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00		
9	Building age factor = (Lesser of (7) / 35 or 1)	402		1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000		
10	Initial revenue = (6) * (8) * (9)	403	1,736,942.10	1,703,765	2,654,660	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694		
11 Added revenue for Eligible H&S Projects > \$100,000 / site														
12	Debt service for existing Alt facilities H&S bonds (1B) - gross before debt excess	702		-	-	-	-	-	-	-	-	-		
13	Debt Excess related to Debt service for existing Alt facilities H&S bonds (1B)	756		-	-	-	-	-	-	-	-	-		
14	Debt service for portion of existing Alt facilities bonds from line (22) attributable to eligible H&S Projects > \$100,000 per site (1A)	701		-	-	-	-	-	-	-	-	-		
15	Debt Excess related to Debt service for portion of existing Alt facilities bonds attributable to eligible H&S Projects > \$100,000 per site (1A)	755		-	-	-	-	-	-	-	-	-		
16	Pay as you go levy for FY 2016 and earlier Alt Facilities H&S projects financed over more than one year (1B)	405		-	-	-	-	-	-	-	-	-		
17	Net debt service for LTFM bonds for eligible new H&S projects > \$100,000 / site = (principal + interest)*1.05 - portion of bond paid by initial revenue	703		-	-	-	-	-	-	-	-	-		
18	Pay as you go revenue for eligible new H&S projects > \$100,000 / site	406		-	-	-	-	-	-	-	-	-		
19	Total FY 17 revenue for eligible H&S projects >\$100,000 / site (12) - (13) + (14) - (15) + (16) + (17) + (18)	407	-	-	-	-	-	-	-	-	-	-		
Added revenue for Pre-K remodeling for approved programs														
20a	Net debt service for bonds approved for Pre-K remodeling													
20b	Pay as you go for projects approved for Pre-K remodeling													
20c	Total Pre-K revenue			-	-	-	-	-	-	-	-	-		
20d	Total New Law Revenue (10) + (19) + (20c)	408		1,703,765	2,654,660	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694		
Old Formula revenue														
21	Old formula Health & Safety revenue (accumulated project costs - accumulated revenue)	409	565,028.34	-	-	-	-	-	-	-	-	-		
22	Old formula alt facilities debt revenue (1A) - gross before debt excess			1,325,695	1,349,215	1,371,475	4,285,225	4,850,755	5,105,065	6,917,325	6,614,138	6,622,065		
23	Debt Excess allocated to line 22			-	-	-	-	-	-	-	-	-		
24	Old formula alt facilities debt revenue (1A) - debt excess	763		1,325,695	1,349,215	1,371,475	4,285,225	4,850,755	5,105,065	6,917,325	6,614,138	6,632,253		
25	Old formula alt facilities debt revenue (1B) = (12) - (13)	764		-	-	-	-	-	-	-	-	-		
26	Old formula alt facilities pay as you go revenue (1A)	412		-	-	-	-	-	-	-	-	-		
27	Old formula alt facilities pay as you go revenue (1B) > \$500,000	415		-	-	-	-	-	-	-	-	-		
28	Old formula deferred maintenance revenue = (if (22) + (26) = 0, (10) * (\$64 / \$193))	420		-	-	-	-	-	-	-	-	-		
29	Total old formula revenue = (21)+(24)+(25)+(26)+(27)+(28)	421	1,768,040.05	1,325,695	1,349,215	1,371,475	4,285,225	4,850,755	5,105,065	6,917,325	6,614,138	6,632,253		
30	Total LTFM Revenue for Individual District Projects = Greater of (20d) or ((29) + (20c))	422	1,768,040.05	1,703,765	2,654,660	3,454,694	4,285,225	4,850,755	5,105,065	6,917,325	6,614,138	6,632,253		
31	District Requested Reduction from Maximum LTFM Revenue (to levy less than the maximum). Also enter this amount in the Levy Information System. Stated as positive number	423	-	-	-	-	-	-	-	-	-	-		
32	District LTFM Revenue (30) - (31)	424	1,768,040.05	1,703,765	2,654,660	3,454,694	4,285,225	4,850,755	5,105,065	6,917,325	6,614,138	6,632,253		
33	LTFM Revenue for District Share of Eligible Cooperative / Intermediate Projects (Unequalized)	425	-	-	-	-	-	-	-	-	-	-		
34	Grand Total LTFM Revenue (32) + (33)	426	1,768,040.05	1,703,765	2,654,660	3,454,694	4,285,225	4,850,755	5,105,065	6,917,325	6,614,138	6,632,253		
Aid and Levy Shares of Total Revenue														
35	For ANTC & APU, three year prior date		2014	2014	2015	2016	2017	2018	2019	2020	2021	2022		

Long-Term Facilities Maintenance (LTFM) Ten Year Revenue Projection				Revised 6/24/2016									
624 <= Type in School District Number													
WHITE BEAR LAKE SCHOOL DISTRICT													
			Payable 2016										
Calculations for Ten Year Projection		Pay 16	LLC Certification	Current Estimate									
		LLC #	FY 2017	FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026
36	Three year prior Ag Modified ANTC	31	72,429,547	72,429,547	74,596,986	77,580,865	80,684,100	83,911,464	87,267,923	90,758,640	94,388,985	98,164,545	102,091,126
37	Three year prior Adjusted PU (New Weights)	54	8,804.82	8,804.83	8,861.49	8,936.50	8,827.80	9,091.30	9,091.30	9,091.30	9,091.30	9,091.30	9,091.30
38	ANTC / APU = (36) / (37)	428	8,226.12	8,226.12	8,418.11	8,681.35	9,139.77	9,229.86	9,599.06	9,983.02	10,382.34	10,797.64	11,229.54
39	State average ANTC / APU with ag value adjustment	429	7,153.78	7,153.78	7,388.38	7,657.52	7,958.71	8,267.76	8,598.00	8,942.00	9,300.00	9,672.00	10,059.00
40	Equalizing Factor = 123% of (39)	430	8,799.15	8,799.15	9,087.71	9,418.75	9,789.21	10,169.34	10,575.54	10,998.66	11,439.00	11,896.56	12,372.57
41	Local share of Equalized Revenue (lesser of 1 or (38) / (40))	431	93.49%	93.49%	92.63%	92.17%	93.37%	90.76%	90.77%	90.77%	90.76%	90.76%	90.76%
42	State share of Equalized Revenue (1 - (41))	432	6.51%	6.51%	7.37%	7.83%	6.63%	9.24%	9.23%	9.23%	9.24%	9.24%	9.24%
43	Equalized Revenue (lesser of (34) or (6) * (8))	427	1,736,942.10	1,703,765	2,654,660	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694
44	Initial LTFM State Aid (42) * (43)	433	113,114.91	110,955	195,600	270,470	229,193	319,157	318,985	319,014	319,122	319,120	319,159
45	Old formula Grandfathered Alternative Facilities Aid	435	-	-	-	-	-	-	-	-	-	-	-
46	Total LTFM State Aid (Greater of (44) or (45))	436	113,114.91	110,955	195,600	270,470	229,193	319,157	318,985	319,014	319,122	319,120	319,159
47	Total LTFM Levy (34) - (46) (including coop/intermediate)	439	1,654,925.14	1,592,811	2,459,059	3,184,224	4,056,032	4,531,598	4,786,079	6,598,311	6,295,016	6,302,945	6,313,094
48 Debt Service Portion of Revenue (non-grandfather districts)													
49	Subtotal Debt Service Revenue from above = (12) - (13) + (17) + (24)	763+764+703		1,325,695	1,349,215	1,371,475	4,285,225	4,850,755	5,105,065	6,917,325	6,614,138	6,622,065	6,632,253
50	New LTFM bonds excluding bonds on line 17 (principal + interest)*1.05	704		-	-	354,375	354,375	354,375	354,375	354,375	339,491	340,116	340,090
51	Total Debt Service Revenue = (49) + (50)	765		1,325,695	1,349,215	1,725,850	4,639,600	5,205,130	5,459,440	7,271,700	6,953,629	6,962,181	6,972,343
52	Equalized debt Service Revenue (lesser of (43) or (51))	440		1,325,695	1,349,215	1,725,850	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694	3,454,694
53	Debt Service Aid = (52) * (42)	441		86,334	99,413	135,118	229,193	319,157	318,985	319,014	319,122	319,120	319,159
54	Equalized Debt Service Levy = (52) - (53)	443		1,239,361	1,249,802	1,590,732	3,225,501	3,135,537	3,135,709	3,135,680	3,135,572	3,135,574	3,135,535
55	Unequalized Debt Service Revenue and Levy = (Greater of zero or (51) - (50))	444		-	-	-	1,184,906	1,750,436	2,004,746	3,817,006	3,498,935	3,507,487	3,517,649
56 General Fund Portion of Revenue (non-grandfather districts)													
57	Total General Fund Revenue = (34) - (51)	445		378,071	1,305,445	1,728,844	(354,375)	(354,375)	(354,375)	(354,375)	(339,491)	(340,116)	(340,090)
58	General Fund Equalized Revenue = (43) - (52)	446		378,071	1,305,445	1,728,844	-	-	-	-	-	-	-
59	Total General Fund Aid = (46) - (53)	447		24,621	96,188	135,352	-	-	-	-	-	-	-
60	General Fund Equalized Levy = (58) * (41)	448		353,450	1,209,257	1,593,492	-	-	-	-	-	-	-
61	General Fund Unequalized levy = (57) - (58)	449		-	-	-	(354,375)	(354,375)	(354,375)	(354,375)	(339,491)	(340,116)	(340,090)
62	Total General Fund Levy = (60) + (61)	450		353,450	1,209,257	1,593,492	(354,375)	(354,375)	(354,375)	(354,375)	(339,491)	(340,116)	(340,090)
Notes:													
1. Underlevy on general fund equalized levy results in proportionate reduction in associated aid.													
2. Total Debt Service revenue on line 49 must not exceed total LTFM revenue for individual district projects (line 30) for any of the 10 years in the plan.													
3. For 1A districts with old Alt Facilities bonding, the amount on line 22 will reduce initial revenue on line 10, less the H & S portion entered on line 14.													

White Bear Lake Area Schools, 10-Year LTFM Plan

Revised June 2016

FY 2017	
Door Replacement (Cent, South/North, Birch)	80,000
Flooring TBD	87,295
Matoska-Flooring replacement abate 7 rooms	40,000
South-Track surfacing repair/paint	80,000
District-wide Painting	80,000
Professional services and salaries	550,000
Vadnais-South side walk and dock replace	11,500
Sunrise Concrete Replacement front walk	13,250
Sidewalk repair TBD	56,034
Central/DC-Sidewalk repair	10,750
South Campus-Gym curtain replace	10,000
District-wide Roofing maintenance	90,000
Birch-Roofing replacement	650,000
ADA Improvements (signage)	25,000
Parking lot Seal Coating/crack fill pothole tbd	100,000
Lakeaires Playground asphalt	12,385
South-HVAC Phase 3	1,677,000
South Temp control	320,000
Sunrise HVAC univents	200,000
Central- Carpet orchestra rooms	7,800
Sunrise-Carpet band area	13,500
South-Press box replace	220,000
Central-Replace Lockers	225,381
Lincoln/Matoska-Replace hooks/shelves	20,000
Automation Repairs Various	66,905
Sunrise-Warming house+hky board repairs	35,000
Sunrise-Tennis court asphalt/ paint	102,000
North and South Gym lighting	31,000
District-wide Fence replacement backstops	50,000
Sr. Center-Flooring replace	19,000
Hugo-Brick repair gym	100,000
Normandy-Replace dock leveler	5,200
Health & Safety	700,000
	534,000
	\$ 5,689,000

FY 2018	
Door Replacement	125,000
Painting	100,000
Birch-Library carpet	12,000
Parking lot repairs/sealcoating	75,000
North-Ceiling replace, lights and abate 108	55,000
Professional services and salaries	550,000
Lincoln-Library carpet and abate	24,000
Sidewalk Replacement tbd	75,000
Flooring tbd	85,726
Willow-Carpet 6 rooms	20,000
Roofing Maintenance	85,000
Bleacher repairs	50,000
South-Flooring replacement hallways	90,000
Otter-Window replacement	325,000
North Campus-Window replacement	400,000
Sunrise-HVAC Phase 1 & 2	2,600,000
Matoska-Tuck pointing	90,000
North-Ceiling and lighting office circle	225,000
Central-Blinds	75,000
South-Blinds	90,000
North/Central-Tennis courts and fencing	350,000
North-Abate asbestos tile and replace	50,000
North-Carpet 4 computer rooms and library	30,000
Lincoln-Replace ceramic tile in hallway	50,000
Health & Safety	700,000
	\$M
	\$ 6,331,726

1,331,726
6,331,726

FY 2019	
Door Replacement	100,000
Flooring Replacement	113,005
Painting	100,000
Professional services and salaries	550,000
Parking lot repairs and sealcoating	100,000
Concrete Replacement	80,000
Roofing Maintenance	85,000
Window replacement	200,000
Sunrise-HVAC Phase 3	800,000
ALC-Tuck pointing	100,000
Normandy-Automation replacement	20,000
Normandy-Rooftop unit replace (5 AHU's)	300,000
North-HVAC Phase 1	2,000,000
Central-Restroom renovation	250,000
Birch Lake-Boiler replacement	400,000
Bellaire-Boiler replacement	400,000
Normandy-Facia	300,000
Normandy-Parking lot replacement	150,000
Health & Safety	700,000
	\$M
	\$ 6,748,005

FY 2020	
Door Replacement	100,000
Flooring replacement	100,000
Painting	100,000
Professional services and salaries	550,000
Parking lot repairs/sealcoating	100,000
Concrete Replacement	100,000
Roofing Maintenance	85,000
Window replacement	200,000
Birch Lake-Gym floor replacement	80,000
Willow-Tuck pointing	90,000
Bellaire-West parking lot replacement	150,000
Lakeaires-Tuck pointing	90,000
North-HVAC Phase 2	2,000,000
Central-Boiler replace and stack insert	630,000
ALC-Univent replacement	150,000
Roof Replacement (TBD)	700,000
Health & Safety	700,000
	\$M
	\$ 5,925,000

925,000
5,925,000

FY 2021	
Door Replacement	50,000
Flooring Replacement	75,000
Painting	90,000
Professional services and salaries	200,000
Parking lot repairs/sealcoating	100,000
Concrete Replacement	60,000
Roofing Maintenance	70,000
Roofing Replacement TBD	455,000
Health & Safety	700,000
	\$M
	\$ 1,800,000

FY 2022	
Door Replacement	75,000
Flooring Replacement	95,000
Painting	100,000
Professional services and salaries	200,000
Parking lot repairs/sealcoating	100,000
Concrete Replacement	60,000
Roofing Maintenance	70,000
Boiler Replacement TBD	400,000
Window Replacement	200,000
Health & Safety	700,000
	\$M
	\$ 2,000,000

2,000,000

FY 2023	
Door Replacement	50,000
Flooring Replacement	95,000
Painting	90,000
Professional services and salaries	200,000
Parking lot repairs/sealcoating	75,000
Concrete Replacement	60,000
Roofing Maintenance	60,000
Roofing Replacement tbd	500,000
South-Track rubber replace and repaint surface	170,000
Health & Safety	700,000
	\$M
	\$ 2,000,000

FY 2024	
Door Replacement	75,000
Flooring Replacement	75,000
Painting	90,000
Professional services and salaries	200,000
Parking lot repairs/sealcoating	75,000
Concrete Replacement	60,000
Roofing Maintenance	75,000
Boiler Replacement	400,000
Tuck Pointing	150,000
Window Replacement	100,000
Health & Safety	700,000
	\$M
	\$ 2,000,000

2,000,000

FY 2025	
Door Replacement	\$75,000
Flooring replacement	125,000
Districtwide painting	\$90,000
Professional services and salaries	\$200,000
Parking lot repairs/sealcoating	190,000
Concrete repairs/replacement	\$60,000
Roofing Mtce	60,000
Roofing Replacement TBD	\$500,000
Health & Safety	700,000
	\$ 2,000,000

FY 2026	
Door Replacement	75,000
Flooring replacement	75,000
Districtwide painting	90,000
Professional services and salaries	200,000
Parking lot repairs/sealcoating	90,000
Concrete repairs/replacement	60,000
Roofing Mtce	60,000
Turf replace 2026 (new in 8/2015)	500,000
Tuck Pointing	150,000
Health & Safety	700,000
	\$ 2,000,000

2,000,000

AGENDA ITEM: **Action on Renewal Membership in the Minnesota State High School League for 2016-2017**

MEETING DATE: **July 11, 2016**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Tim Hermann, Activities Director**
Tim Wald, Principal WBHS-South Campus
Don Bosch, Principal WBHS-North Campus
Sara Paul, Assistant Superintendent
Michael Lovett, Superintendent

Background:

Each year the White Bear Lake Area School Board is required to approve the resolution to renew the White Bear Lake Area High School's membership in the Minnesota State High School League.

Recommendation: Approve membership in the Minnesota State High School League for 2016-17.

**2016-2017 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

RESOLVED, that the Governing Board of School District Number 624, County of Ramsey, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the high school(s) listed below (name all high schools in the district):

White Bear Lake Area
High School

is/are authorized by this, the Governing Board of said school district or school to:

1. _____ Make new application for membership in the Minnesota State High School League; School Enrollment (9-12): _____

OR;

☒ Renew its membership in the Minnesota State High School League; and,

2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by the Governing Board.

Signing the Resolution for Membership affirms that this Governing Board has reviewed the WHY WE PLAY training video which defines the purpose of education-based athletic and activity programs and will assist school communities in communicating a shared-common language as it relates to the value of these said programs.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: _____
Clerk/Secretary - Local Governing Board

Signed: _____
Superintendent or Head of School

Date: _____

Date: _____

District Office Address, City, Zip: 4855 Bloom Ave, White Bear Lake,
MN 55110

School Superintendent's Phone: _____

School Superintendent's Email: _____

RETURN ONE COPY TO THE MSHSL NOT LATER THAN SEPTEMBER 1, 2016
Retain one copy for the school files.

2016-2017 RESOLUTION FOR MEMBERSHIP

(over)

AGENDA ITEM: **Action on Recommendation to Designate Identified Officials with Authority as Required by the Minnesota Department of Education**

MEETING DATE: **July 11, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Minnesota School Districts are annually required by the Minnesota Department of Education (MDE) to designate Identified Officials with Authority (IOWA). An IOWA is allowed to authorize access by local education agency users to MDE secure websites.

Recommendation: Move to approve Sara Paul, Assistant Superintendent for Teaching & Learning; Wayne Kazmierczak, Assistant Superintendent for Finance & Operations; and Michael Lovett, Superintendent as Identified Officials with Authority as required by the Minnesota Department of Education.

AGENDA ITEM: School Board Meeting Dates for 2016-17

MEETING DATE: July 11, 2016

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON: Janet Newberg, School Board Chair
Dr. Michael Lovett, Superintendent

BACKGROUND:

The White Bear Lake Area School Board holds their regular School Board meeting on the second Monday of the month, and work-study sessions on the fourth Monday of the month except during the months of December, June, and July when there is no work-study session scheduled.

During 2016-17 the regular Board meeting in March will be held on the first Monday of the month because our spring break starts the second Monday of March.

The District includes the Board meeting dates in the School Year Activities Calendar, which is mailed to parents/guardians during the first week of September.

The School Board reviewed the proposed School Board meeting dates.

RECOMMENDATION:

The administration recommends the School Board approve the 2016-17 meeting dates as recommended.

2016 - 2017
WHITE BEAR LAKE AREA SCHOOL BOARD
MEETING SCHEDULE
Community Room 112
District Center, 4855 Bloom Avenue, White Bear Lake

Date	Meeting Type	Time	Location
Monday, July 11, 2016	Board Retreat	2:30 p.m.	District Center – Room 201
Monday, July 11, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, August 8, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, August 22, 2016	Work-Study	5:30 p.m.	District Center – Room 112
Monday, September 12, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, September 26, 2016	Work-Study	5:30 p.m.	District Center – Room 112
Monday, October 10, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, October 24, 2016	Work-Study	5:30 p.m.	District Center – Room 112
Monday, November 14, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, November 28, 2016	Work-Study	5:30 p.m.	District Center – Room 112
Monday, December 12, 2016	Regular	7:00 p.m.	District Center – Room 112
Monday, January 9, 2017	Regular	7:00 p.m.	District Center – Room 112
Monday, January 23, 2017	Work-Study	5:30 p.m.	District Center – Room 112
Monday, February 13, 2017	Regular	7:00 p.m.	District Center – Room 112
Monday, February 27, 2017	Work-Study	5:30 p.m.	District Center – Room 112
Monday, March 6, 2017*	Regular	7:00 p.m.	District Center – Room 112
Monday, March 27, 2017	Work-Study	5:30 p.m.	District Center – Room 112
Monday, April 10, 2017	Regular	7:00 p.m.	District Center – Room 112
Monday, April 24, 2017	Work-Study	5:30 p.m.	District Center – Room 112
Monday, May 8, 2017	Regular	7:00 p.m.	District Center – Room 112
Monday, May 22, 2017	Work-Study	5:30 p.m.	District Center – Room 112
Monday, June 12, 2017	Regular	7:00 p.m.	District Center – Room 112
Monday, July 10, 2017	Regular	7:00 p.m.	District Center – Room 112
Monday, July 10, 2017	Work-Study/Board Retreat	2:30 p.m.	District Center – Room 112
Monday, August 14, 2017	Regular	7:00 p.m.	District Center – Room 112
Monday, August 28, 2017	Work-Study	5:30 p.m.	District Center – Room 112

*Scheduled for the first Monday in March because spring break starts Monday, March 13, 2017.

AGENDA ITEM: Tentative Agreement – 2016-2019 School Nutrition Association Agreement

MEETING DATE: July 11, 2016

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON(S): Dr. Wayne Kazmierczak, Assistant Superintendent for Finance and Operations
Linda Goers, Director of Human Resources

BACKGROUND:

The District has reached a tentative agreement with the School Nutrition Association representing the food and nutrition employees of White Bear Lake Area Schools.

The employees ratified the tentative agreement during the first week of June for 2016-2017, 2017-2018 and 2018-2019 school years.

The Board will receive a summary sheet of the proposed salary/benefits and language changes at the work-study negotiation session on July 11, 2016.

Dr. Kazmierczak and Linda Goers will be available to answer questions.

RECOMMENDATION:

Approve the proposed 2016-2017, 2017-2018 and 2018-2019 Master Agreement with the School Nutrition Association representing the food and nutrition employees of White Bear Lake Area Schools by passing the following resolution.

RESOLUTION: WHEREAS, the parties have reached a tentative agreement on the 2016-2017 and 2017-2018 and the 2018-2019 Contract;

WHEREAS, the group has ratified the Contract;

THEN BE IT HEREBY RESOLVED that the School Board of Independent School District 624 approves the 2016-2019 Agreement and authorizes the Chair and Clerk to execute the Agreement on behalf of the School Board

AGENDA ITEM: Action on Amendments to Agreement
Between Ramsey County and White Bear Lake
Area Schools for Election Services for 2017-2020

MEETING DATE: July 11, 2016

SUGGESTED DISPOSITION: Operational Item

CONTACT PERSON: Dr. Michael Lovett, Superintendent

BACKGROUND:

Since 2013, we have contracted with Ramsey Election officials to assume administration of the school district's elections. This amendment to the original agreement (May 1, 2013 through December 31, 2016) will extend our agreement from January 1, 2017 through December 31, 2020.

RECOMMENDATION:

Approve the amendment to agreement between Ramsey County and the White Bear Lake Area School for election services from January 1, 2017 through December 31, 2020.

**AMENDMENT TO AGREEMENT BETWEEN
RAMSEY COUNTY AND WHITE BEAR LAKE AREA SCHOOLS
FOR ELECTION SERVICES
2017-2020**

This is an Amendment to the original agreement for the period May 1, 2013 through December 31, 2016 between the County of Ramsey, through the Ramsey County Elections Office, 90 West Plato Boulevard, St. Paul, MN ("County") and White Bear Lake Area Schools, 4855 Bloom Ave, White Bear Lake, MN ("School District") for the provision of election services by the County ("Agreement").

1. Term

This Amendment to the original Agreement will be in effect for the four-year period from January 1, 2017 through December 31, 2020 ("Initial Term"), unless earlier terminated pursuant to the provisions of this Agreement.

6. Voting System

The cost of acquiring and operating the voting system is not included in the original Agreement and is the subject of a separate joint powers agreement between the municipalities and the County.

7. Primary and Special Elections

7.3 The School District will pay all costs of a school district primary that is not conducted on the date of a regularly scheduled state, County, or municipal election. If a primary is necessary, the County will invoice the School District for the actual costs of conducting the primary.

11. Election Costs and Payments

11.1 Regular Elections

Payments to cover the costs incurred by the County in the performance of the provisions of this Agreement for regularly scheduled elections will be made by the School District in eight equal quarterly amounts for each two-year budget period, for a total of 16 quarterly payments during the Initial Term of the Agreement, based on invoices submitted by the County. Payments will be due on March 31, June 30, September 30 and December 31 of each year.

The cost of election services for Regular Elections for the 2017-2018 calendar years will be \$34,800.

The County will provide the cost for the 2019-2020 calendar years to the School District no later than April 1, 2018. The County will base the cost for the 2019-2020 budget period on the actual cost for the previous similar election years, adjusted as necessary by the County to account for the following factors: 1) estimated voter turnout; 2) labor contracts and agreements for non-represented employees approved by the Ramsey County Board of Commissioners; 3) changes in the Consumer Price Index for the Minneapolis-Saint Paul metropolitan area, as determined by the U.S. Bureau of Labor Statistics for the previous two-year period; 4) changes in state, federal, County, City, or School District legal requirements, as applicable; and 5) other factors having a significant impact on election costs.

11.2 Primary and Special Elections

The County will submit an invoice payable within 30 days of receipt to the School District for all costs incurred by the County to conduct a school district primary or special election.

IN WITNESS THEREOF, the parties have executed this Agreement as of the last date written below.

RAMSEY COUNTY

WHITE BEAR LAKE AREA SCHOOLS

Julie Kleinschmidt
County Manager

Janet Newberg, Chair
White Bear Lake School Board

Date: _____

Date: _____

Approval recommended:

Approval recommended:

Joseph Mansky

Michael Lovett, Superintendent
White Bear Lake Area Schools

Approved as to form and insurance:

Assistant County Attorney

School District Attorney

AGENDA ITEM: **Action on Bid for South Campus Stadium Press Box**

MEETING DATE: **July 11, 2016**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Assistant Superintendent
for Finance & Operations**

BACKGROUND:

At its May 9, 2016 meeting, the School Board rejected the bid by Seating & Athletic Facility Enterprises (SAAFE) for the South Campus stadium press box replacement. The School Board further discussed the issue at its May 23, 2016 work-study meeting, and two primary concerns were identified: 1) Only one bid was received, and 2) Was it a project that could possibly be done on site for less than the bid that was received from SAAFE.

Subsequent to the May 23 work-study meeting, the District received a quote from Dant Clayton Corporation (Innovative Stadium & Bleacher Solutions) in the amount of \$219,300. Dant Clayton Corporation is part of the National Joint Powers Alliance (NJPA), a Staples, Minnesota-based purchasing cooperative formerly known as the North Central Service Cooperative (NCSC). The NJPA serves as a municipal contracting agency for government and education agencies under the authority legislated by Minnesota Statute 123A.12. Competitive bidding requirements are fully met by working with the NJPA. Additionally, a budget estimate for on-site construction of the press box was received from McGough Construction in the amount of \$335,994, a figure that is considerably higher than the other two options.

The bid from SAAFE that was rejected by the School Board was in the amount of \$214,574, which is less than the quote from Dant Clayton Corporation (\$219,300) and the budget estimate from McGough Construction (\$335,994). The School Board is being asked again to consider the bid submitted by SAAFE for replacement of the South Campus stadium press box; SAAFE has agreed to honor the original bid amount. If the contract is awarded on July 11, a targeted installation of November 2016 is realistic.

What follows in italics was taken from the May 9, 2016 memo that was presented to the School Board:

Attached please find a tabulation of the bids received for work related to the South Campus stadium press box replacement project. The project is included in the District's 10-year long-term facilities maintenance plan and will be funded using proceeds from previously issued long-term facilities

maintenance bonds. After reviewing the information with the District's engineer for the project, Larson Engineering, Inc., it is recommended that the project be awarded to Seating & Athletic Facility Enterprises (SAAFE) as follows:

<i>South Campus Stadium Press Box Replacement</i>	<i>Amount</i>
<i>Base Bid</i>	<i>212,023</i>
<i>Alternate #2 (Heaters)</i>	<i>2,551</i>
<i>Total</i>	<i>\$214,574</i>

In accordance with applicable state statutes (MN Statutes 123B.52 and 471.345), the District advertised for bids by two weeks' published notice in the District's official newspaper. In addition to the requirements established by statute, Larson Engineering posted the bid advertisement on CDC Construction Data, a web-based provider of real-time data on commercial construction projects, and reached out to prospective vendors that have experience with this type of project. While the District received one bid, the bid is considered satisfactory. Larson Engineering has previous experience working with SAAFE and has been impressed with their overall performance and quality of work, and the cost is in line with other similar Metro-area projects.

Recommended Action: Accept the bid for the South Campus stadium press box replacement project submitted by Seating & Athletic Facility Enterprises in the amount of \$214,574.

**WHITE BEAR LAKE AREA SCHOOLS
BID TABULATION**

Building/Site: South Campus

Project Description: Stadium Press Box Replacement Project

Bid Opening: April 13, 2016

Company	Base Bid	Alternate #2 (Heaters)	Total	Bid Bond	Responsible Contractor Certificate (MN Statute 16C.285)	Addendum Received
Seating & Athletic Facility Enterprises	212,023	2,551	\$214,574	Yes	Yes	Yes

AGENDA ITEM: **Policy 102: Equal Educational Opportunity**
MEETING DATE: **June 13, 2016**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

BACKGROUND:

Overview of the Policy Review Process

Policies are regularly reviewed by administration and recommendations are brought to the school board for approval. The first step in the process is to review model policies accessed through the Minnesota School Board Association (MSBA). MSBA regularly makes changes to the model policies based on changes in MN Statutes and federal guidelines. Policies are thoroughly reviewed at the WBLAS policy committee meeting. The policy with proposed recommendations is then sent to each member of the school board. The public hears the recommended policy revisions in the first reading at a school board meeting, followed by second reading at which the board votes on accepting the revised policy.

Policy 201: Equal Educational Opportunity

Minor changes have been made to this policy as recommended by MSBA or as recommended by the Policy Committee and staff for clarity. This policy is being submitted for action in the same format as first reading.

RECOMMENDATION:

Approve Policy 201, Equal Educational Opportunity, as recommended by the Policy Committee and administration.

102 EQUAL EDUCATIONAL OPPORTUNITY

I. PURPOSE

The purpose of this policy is to ensure that equal educational opportunity is provided for all students of the school district.

II. GENERAL STATEMENT OF POLICY

- A. It is ~~the policy of the~~ school district's policy is to provide equal educational opportunity for all students. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, gender, marital status, parental status, status with regard to public assistance, disability, sexual orientation or age. The school district also makes reasonable accommodations for disabled students.
- B. The school district prohibits the harassment of any individual, including but not limited to the reasons listed above. For information about the types of conduct that constitute violation of the school district's policy on harassment and violence and the school district's procedures for addressing such complaints, refer to the school district's policy on harassment and violence.
- C. This policy applies to all areas of education including academics, coursework, co-curricular and extracurricular activities, and other rights or privileges of enrollment.
- D. ~~It is the responsibility of~~ Every school district employee shall be responsible for to comply ing with this policy ~~conscientiously~~.
- E. Any student, parent or guardian having ~~any~~ questions regarding this policy should discuss it with the District Human Rights Officer or the Superintendent ~~appropriate school district official as provided by policy. In the absence of a specific designee, an inquiry or a complaint should be referred to the superintendent.~~

Legal References: Minn. Stat. Ch. 363 (Minnesota Human Rights Act)
Minn. Stat. § 127.46 (Sexual, Religious, and Racial Harassment and Violence Policy)
42 U.S.C. § 12101 et seq. (Americans with Disabilities Act)
20 U.S.C. § 1681 et seq. (Title IX of the Education Amendments of 1972)

Cross References: WBLASB Policy 402 (Disability Nondiscrimination)

WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 521 (Student Disability Nondiscrimination)
WBLASB Policy 522 (Student Sex Nondiscrimination)

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

MEETING DATE: **July 11, 2016**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Linda Goers, Director of Human Resources**

BACKGROUND:

Overview of the Policy Review Process

Policies are regularly reviewed by administration and recommendations are brought to the school board for approval. The first step in the process is to review model policies accessed through the Minnesota School Board Association (MSBA). MSBA regularly makes changes to the model policies based on changes in MN Statutes and federal guidelines. Policies are thoroughly reviewed at the WBLAS policy committee meeting. The policy with proposed recommendations is then sent to each member of the school board. The public hears the recommended policy revisions in the first reading at a school board meeting, followed by second reading at which the board votes on accepting the revised policy.

Policy 413: Harassment and Violence

Changes have been made to this policy as recommended by MSBA or as recommended by the Policy Committee and staff for clarity. Policy 413 is submitted for action in the same format as the first reading.

RECOMMENDATION:

Approve Policy 413, Harassment and Violence as recommended by the Policy Committee and administration.

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

Annual Review: August 8, 2011
Annual Review: September 10, 2012
Annual Review: January 13, 2014
Annual Review: October 13, 2014

White Bear Lake Area
School District #624 Policy 413

413 HARASSMENT AND VIOLENCE

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

- A. It is the policy of Independent School District No. 624 to maintain a learning and working environment that is free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, **gender**, age, marital status, familial status, status with regard to public assistance, sexual orientation or disability. The School District prohibits any form **of** harassment or violence on the basis of race, color, creed, religion, national origin, sex, **gender**, age, marital status, familial status, status with regard to public assistance, sexual orientation or disability.
- B. A violation of this policy occurs when any student, teacher, administrator, or other school personnel of the School District harasses, threatens to harass or attempts to harass any student, teacher, administrator or other school personnel or group of students, teachers, administrators, or other school personnel through conduct or communication based on a person's race, color, creed, religion, national origin, sex, **gender**, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability as defined by this policy. (For purposes of this policy, School District personnel includes school board members, school employees, agents, volunteers, contractors or other persons subject to the supervision and control of the district).
- C. A violation of this policy occurs when any student, teacher, administrator, or other school personnel of the School District inflicts, threatens to inflict, or attempts to inflict violence upon any student, teacher, administrator or other school personnel or group of students, teachers, administrators, or other school personnel based on a person's race, color, creed, religion, national origin, sex, **gender**, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability.
- D. The School District will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence, based on a person's race, color, creed, religion, national origin, sex, **gender**, age, marital status, familial

status, status with regard to public assistance, sexual orientation or disability, and will take appropriate corrective action.

III. DEFINITIONS

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

- b. the designee of the parent or parents or guardian with the written permission of the parent or parents or guardian. The protections afforded against harassment on the basis of family status apply to any person who is pregnant or is in the process of securing legal custody of an individual who has not attained the age of majority.
 - 3. “Marital status” means whether a person is single, married, remarried, divorced, separated, or a surviving spouse and, in employment cases, includes protection against harassment on the basis of the identity, situation, actions, or beliefs of a spouse or former spouse.
 - 4. “National origin” means the place of birth of an individual or of any of the individual’s lineal ancestors.
 - 5. “Sex” includes, but is not limited to, pregnancy, childbirth, and disabilities related to pregnancy or childbirth.
 - 6. “Sexual orientation” means having or being perceived as having an emotional, physical, or sexual attachment to another person without regard to the sex of that person or having or being perceived as having an orientation for such attachment, or having or being perceived as having a self-image or identity not traditionally associated with one’s biological maleness or femaleness. “Sexual orientation” does not include a physical or sexual attachment to children by an adult.
 - 7. “Status with regard to public assistance” means the condition of being a recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.
- E. School District Personnel includes school board members, school employees, agents, volunteers, contractors or other persons subject to the supervision and control of the district.
- F. “Remedial response” means a measure to stop and correct acts of harassment or violence, prevent acts of harassment or violence from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of acts of harassment or violence.
- G. Sexual Harassment; Definition
- 1. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:
 - a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or an education; or

- b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
 - c. that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile, or offensive employment or educational environment.
- 2. Sexual harassment may include, but is not limited to:
 - a. unwelcome verbal harassment or abuse;
 - b. unwelcome pressure for sexual activity;
 - c. unwelcome, sexually motivated, or inappropriate patting, pinching, or physical contact, other than necessary restraint of student(s) by teachers, administrators, or other school district personnel to avoid physical harm to persons or property;
 - d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;
 - e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or
 - f. unwelcome behavior or words directed at an individual because of gender.

H. Sexual Violence; Definition

- 1. Sexual violence is a physical act of aggression or force or the threat thereof which involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts, as defined in 413-5 Minn. Stat. § 609.341, includes the primary genital area, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas.
- 2. Sexual violence may include, but is not limited to:
 - a. touching, patting, grabbing, or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex;
 - b. coercing, forcing, or attempting to coerce or force the touching of anyone's intimate parts;
 - c. coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or

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- d. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

I. Violence: Definition

Violence prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to, race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability.

IV. REPORTING PROCEDURES

- A. Any person who believes he or she has been the target or victim of harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability by a student, teacher, administrator, or other school district personnel, or any person with knowledge or belief of conduct which may constitute harassment or violence prohibited by this policy toward a student, teacher, administrator, or other school district personnel or group of students, teachers, administrators, or other school district personnel should report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report conduct which may constitute harassment or violence anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party or complainant to use the report Form attached and incorporated by reference to this policy as Addendum A ~~available from the principal or building supervisor of each building or available from the school district office~~, but oral reports shall be considered complaints as well.
- C. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a school district human rights officer or to the superintendent. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by 413-6 the reporting party or complainant.
- D. In each school building. The building principal, principal's designee, or building supervisor (hereinafter the "building report taker") is the person responsible for receiving oral or written reports of harassment or violence prohibited by this policy at the building level. Any adult school district personnel who receives a report of harassment or violence prohibited by this policy shall inform the building report taker immediately. If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant. The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

- E. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include acts of harassment or violence. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute harassment or violence shall make reasonable efforts to address and resolve the harassment or violence and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute harassment or violence or who fail to make reasonable efforts to address and resolve the harassment or violence in a timely manner may be subject to disciplinary action.
- F. Upon receipt of a report, the building report taker must notify the school district human rights officer immediately, without screening or investigating the report. The building report taker may request, but may not insist upon, a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the building report taker to the human rights officer. If the report was given verbally, the building report taker shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any harassment or violence report or complaint as provided herein may result in disciplinary action against the building report taker.
- G. In the District. The school board hereby designates as the school district human rights officer(s) to receive reports or complaints of harassment or violence prohibited by this policy. If the complaint involves a human rights officer, the complaint shall be filed directly with the superintendent.¹
- H. The school district shall conspicuously post the name of the human rights officer(s), including mailing addresses and telephone numbers.
- I. Submission of a good faith complaint or report of harassment or violence 1 In some school districts the superintendent may be the human rights officer. If so, an alternative individual should be designated by the school board. 413-7 prohibited by this policy will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- J. Use of formal reporting forms is not mandatory.
- K. Reports of harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.
- L. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.
- M. Retaliation against a victim, good faith reporter, or a witness of violence or harassment is prohibited.
- N. False accusations or reports of violence or harassment against another person are prohibited.

- O. A person who engages in an act of violence or harassment, reprisal, retaliation, or false reporting of violence or harassment, or permits, condones, or tolerates violence or harassment shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

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

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

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

V. INVESTIGATION

- A. By authority of the school district, the human rights officer, within three (3) days of the receipt of a report or complaint alleging harassment or violence prohibited by this policy, shall undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.
- B. The investigation may consist of personal interviews with the complainant, the 413-8 individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved, and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
- D. In addition, the school district may take immediate steps, at its discretion, to protect the target or victim, the complainant, and students, teachers, administrators, or other school district personnel pending completion of an investigation of alleged harassment or violence prohibited by this policy.
- E. The alleged perpetrator of the act(s) of harassment or violence shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.

- F. The investigation will be completed as soon as practicable. The school district human rights officer shall make a written report to the superintendent upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

VI. SCHOOL DISTRICT ACTION

- A. Upon completion of an investigation that determines a violation of this policy has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and applicable school district policies and regulations.
- B. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of targets or victims of harassment or violence and the parent(s) or guardian(s) of alleged perpetrators of harassment or violence who have been involved in a reported and confirmed harassment or violence incident of the remedial or disciplinary action taken, to the extent permitted by law. 413-9
- C. In order to prevent or respond to acts of harassment or violence committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in acts of harassment or violence.

VII. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, or other school district personnel who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged harassment or violence prohibited by this policy, who testifies, assists, or participates in an investigation of retaliation or alleged harassment or violence, or who testifies, assists, or participates in a proceeding or hearing relating to such harassment or violence. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to
deter violations and to appropriately discipline the individual(s) who engaged in the harassment or violence. Remedial responses to the harassment or violence shall be tailored to the particular incident and nature of the conduct.

VIII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

413-8

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human

Rights, initiating civil action, or seeking redress under state criminal statutes and/or federal law.

IX. HARASSMENT OR VIOLENCE AS ABUSE

- A. Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under Minn. Stat. § 626.556 may be applicable.
- B. Nothing in this policy will prohibit the school district from taking immediate action to protect victims of alleged harassment, violence, or abuse.

X. DISSEMINATION OF POLICY AND TRAINING

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

Legal References: Minn. Stat. § 120B.232 (Character Development Education)
Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 609.341 (Definitions)
Minn. Stat. § 626.556 et seq. (Reporting of Maltreatment of Minors)
20 U.S.C. §§ 1681-1688 (Title IX of the Education Amendments of 1972)
29 U.S.C. § 621 et seq. (Age Discrimination in Employment Act)
29 U.S.C. § 794 (Rehabilitation Act of 1973, § 504)
42 U.S.C. § 1983 (Civil Action for Deprivation of Rights)

42 U.S.C. § 2000d et seq. (Title VI of the Civil Rights Act of 1964)
42 U.S.C. § 2000e et seq. (Title VII of the Civil Rights Act)
42 U.S.C. § 12101 et seq. (Americans with Disabilities Act)

Cross References: WBLASB Policy 102 (Equal Educational Opportunity)
WBLASB Policy 401 (Equal Employment Opportunity)
WBLASB Policy 402 (Disability Nondiscrimination Policy)
WBLASB Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
WBLASB Policy 406 (Public and Private Personnel Data)
WBLASB Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
WBLASB Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)
WBLASB Policy 506 (Student Discipline)
WBLASB Policy 514 (Bullying Prohibition Policy)
WBLASB Policy 515 (Protection and Privacy of Pupil Records)
WBLASB Policy 521 (Student Disability Nondiscrimination)
WBLASB Policy 522 (Student Sex Nondiscrimination)
WBLASB Policy 524 (Internet Acceptable Use and Safety Policy) 413-11
WBLASB 525 (Violence Prevention)
WBLASB Policy 526 (Hazing Prohibition)
WBLASB Policy 528 (Student Parental, Family, and Marital Status Nondiscrimination)

Policy 413
Addendum A

INDEPENDENT SCHOOL DISTRICT NO. 624
HARASSMENT AND VIOLENCE REPORT FORM

General Statement of Policy Prohibiting Harassment and Violence

Independent School District No. 624 maintains a firm policy prohibiting all forms of discrimination. Harassment or violence against students or employees or groups of students or employees on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability is strictly prohibited. All persons are to be treated with respect and dignity. Harassment or violence on the basis of race, color, creed, religion, national origin, sex, gender, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability by any pupil, teacher, administrator, or other school personnel, which create an intimidating, hostile, or offensive environment will not be tolerated under any circumstances.

Complainant _____
Home Address _____
Work Address _____
Home Phone _____ Work Phone _____

Date of Alleged Incident(s) _____

Basis of Alleged Harassment/Violence - circle as appropriate: race \ color \ creed \ religion \ national origin \ sex \ gender \ age \ marital status \ familial status \ status with regard to public assistance \ sexual orientation \ disability

Name of person you believe harassed or was violent toward you or another person or group.

If the alleged harassment or violence was toward another person or group, identify that person or group. _____

Describe the incident(s) as clearly as possible, including such things as: what force, if any, was used; any verbal statements (i.e., threats, requests, demands, etc.); what, if any, physical contact was involved; etc. (Attach additional pages if necessary.) _____

Where and when did the incident(s) occur? _____

List any witnesses that were present _____

This complaint is filed based on my honest belief that _____ has harassed or has been violent to me or to another person or group. I hereby certify that the information I have provided in this complaint is true, correct, and complete to the best of my knowledge and belief.

(Complainant Signature)

(Date)

Received by _____

(Date)



HARASSMENT AND VIOLENCE POLICY #413



It is the policy of the White Bear Lake Public Schools to maintain a positive learning and working environment that is free from religious, racial, or sexual harassment and violence. Employees and students must be able to carry out their responsibilities within a climate of mutual respect, support, trust, and safety.

Students: To report any violations of these policies, immediately contact:

- Any teacher
- Any building principal
- A school counselor or social worker

Employees: To report any violation of these policies, immediately contact:

- Your supervisor or principal
- District Human Rights Officer

District ADA/504 Coordinator:
Kathleen Daniels
Director of Special Services
4855 Bloom Avenue
White Bear Lake, MN 55110
Phone: 651-407-7553

District Human Rights Officer:
Linda Goers
Director of Human Resources
4855 Bloom Avenue
White Bear Lake, MN 55110
Phone: 651-407-7550

This notice is available in large print, on audio tape, and in Braille from the ADA/504 Coordinator. Full versions of policies are available on the District Website: www.isd/624.org/about/schoolboard-policies.asp

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

MEETING DATE: **July 11, 2016**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Linda Goers, Director of Human Resources**
Kathleen Daniels, Director of Student Support

BACKGROUND:

Overview of the Policy Review Process

Policies are regularly reviewed by administration and recommendations are brought to the school board for approval. The first step in the process is to review model policies accessed through the Minnesota School Board Association (MSBA). MSBA regularly makes changes to the model policies based on changes in MN Statutes and federal guidelines. Policies are thoroughly reviewed at the WBLAS policy committee meeting. The policy with proposed recommendations is then sent to each member of the school board. The public hears the recommended policy revisions in the first reading at a school board meeting, followed by second reading at which the board votes on accepting the revised policy.

Policy 414, Mandated Reporting of Child Neglect or Physical or Sexual Abuse

Changes have been made to this policy as recommended by MSBA or as recommended by the Policy Committee and staff for clarity.

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the July 11, 2016 School Board meeting agenda or a subsequent meeting for action.

Adopted: April 29, 1996
Revised: September 9, 2002
Revised: January 10, 2005
Revised: May 12, 2008
Revised: January 11, 2010

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

Revised: October 11, 2010
Revised: November 14, 2011

Annual Review: September 10, 2012
Annual Review: December 9, 2013
Annual Review: December 8, 2014

414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.556 requiring school personnel to report suspected child neglect or physical or sexual abuse.
- B. ~~A violation of this policy occurs when it shall be a violation of this policy for any school personnel as defined in this policy, to~~ fail to **immediately** report instances of child neglect, or physical or sexual abuse when the school personnel knows or has reason to believe a child is being neglected or physically or sexually abused or has been neglected or physically or sexually abused within the preceding three years.

III. DEFINITIONS

- A. “Accidental” means a sudden, not reasonably foreseeable, and unexpected occurrence of an event which:
 - 1. is not likely to occur and could not have been prevented by exercise of due care; and
 - 2. is occurring while a child is receiving services from a facility, happens when the facility and the employee or person providing services in the facility are in compliance with the laws and rules relevant to the occurrence of the event.
- B. “Child” means a person under the age of 18, and, for purposes of Minn. Stat. Ch.260C (Child Protection) and Minn. Stat. Ch 260D (**Child in Voluntary Foster Care for Treatment**), includes an individual under age 21 who is in foster care **pursuant to Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)**.
- C. “Immediately” means as soon as possible, but in no circumstance longer than 24 hours.

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

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

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

- G. "Person responsible for the child's care" means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employees or agents, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.
- H. "Physical abuse" means any physical injury, mental injury, or threatened injury, inflicted by a person responsible for the child's care other than by accidental means; or any physical or mental injury that cannot reasonably be explained by the child's history of injuries or any aversive or deprivation procedures, or regulated interventions, that have not been authorized by Minn. Stat. § ~~121A.67~~ 125A.0942 or § 245.825.

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

Actions which are not reasonable and moderate include, but are not limited to, any of the following ~~that are done in anger or without regard to the safety of the child~~: (1) throwing, kicking, burning, biting, or cutting a child; (2) striking a child with a closed fist; (3) shaking a child under age three; (4) striking or other actions which result in any nonaccidental injury to a child under 18 months of age; (5) unreasonable interference with a child's breathing; (6) threatening a child with a weapon, as defined in Minn. Stat. § 609.02, Subd. 6; (7) striking a child under age one on the face or head; (8) striking a child who is at least age one but under age four on the face or head, which results in an injury (9) purposely giving a child poison, alcohol, or dangerous, harmful, or controlled substances which were not prescribed for the child by a practitioner, in order to control or punish the child, or giving the child other substances that substantially affect the child's behavior, motor coordination, or judgment or that result in sickness or internal injury, or subject the child to medical procedures that would be unnecessary if the child were not exposed to the substances; (9 ~~10~~) unreasonable physical confinement or restraint not permitted under Minn. Stat. § 609.379 including, but not limited to, tying, caging, or chaining; or (10 ~~11~~) in a school facility or school zone, an act by a person responsible for the child's care that is a violation under Minn. State § 121A.58.

Neither physical abuse nor neglect includes a nonmaltreatment mistake.

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

- I. **“Report” means any communication received by the local welfare agency, police 414-4 department, county sheriff, or agency responsible for child protection pursuant to this section that describes neglect or physical or sexual abuse of a child and contains sufficient content to identify the child and any person believed to be responsible for the neglect or abuse, if known.**
- J. “School personnel” means professional employee or a professional’s delegate of the school district who provides health, educational, social, psychological, law enforcement or child care services.
- K. “Sexual abuse” means the subjection of a child by a person responsible for the child’s care, by a person who has a significant relationship to the child (as defined in Minn. Stat. § 609.341, Sub. 15), or by a person in a position of authority (as defined in Minn. Stat. § 609.341, Subd. 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such acts include sexual penetration as well as sexual contact. Sexual abuse also includes any act involving a minor which constitutes a violation of Minnesota statutes prohibiting prostitution, or use of a minor in a sexual performance. Sexual abuse includes threatened sexual abuse.
- L. “Threatened injury” means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child’s care who has subjected the child to, or failed to protect a child from, egregious harm, or a person whose parental rights were involuntarily terminated, been found palpably unfit, or one from whom legal and physical custody of a child has been involuntarily transferred to another.

IV. REPORTING PROCEDURES

- A. A mandated reporter shall immediately report the neglect or physical or sexual abuse, which he or she knows or has reason to believe is happening or has happened within the preceding three years, to the building principal or appropriate administrator and the local welfare agency, police department or county sheriff, **tribal social services, or tribal police department. or agency responsible for assisting or investigating maltreatment. The reporter will include his or her name and address in the report.**

- B. If the immediate report has been made orally, by telephone or otherwise, the oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff or local welfare agency, or agency responsible for assisting or investigating maltreatment. The written report shall identify the child, any person believed to be responsible for the abuse or neglect of the child, the nature and extent of the abuse or neglect and the name and address of the reporter.
- C. Regardless of whether a report is made, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident has occurred and may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.
- D. A mandated reporter who knows or has reason to know of the deprivation of parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.
- E. With the exception of a health care professional or a social service professional who is providing the woman with prenatal care or other health care services, a mandated reporter shall immediately report to the local welfare agency if the person knows or has reason to believe that a woman is pregnant and has used a controlled substance for a nonmedical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.
- F. A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, including possible termination of employment.
- G. Submission of a good faith report under Minnesota law and this policy will not adversely affect the reporter's employment or the child's access to school.
- H. Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury. The reckless making of a false report may also result in employee discipline.

V. INVESTIGATION

- A. The responsibility for investigating reports of suspected neglect or physical or sexual abuse rests with the appropriate county, state, or local agency or agencies. The agency responsible for assessing or investigating reports of child maltreatment has the authority to interview the child, the person or persons responsible for the child's care, the alleged perpetrator, and any other person with knowledge of the abuse or neglect for the purpose of gathering the facts, assessing safety and risk to the child, and formulating a plan. The interview may take place outside the presence of a school official. The investigating agency, not the

school, is responsible for either notifying or withholding notification of the interview to the parent, guardian or person responsible for the child's care. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded.

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

VI. MAINTENANCE OF SCHOOL RECORDS CONCERNING ABUSE OR POTENTIAL ABUSE

- A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school property, written notification of the agency's intent to interview on school property must be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct the interview. The notification shall be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.

- B. All records regarding a report of maltreatment, including any notification of intent to interview which was received by the school as described above in Paragraph A., shall be destroyed by the school only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

VII. PHYSICAL OR SEXUAL ABUSE AS SEXUAL HARASSMENT OR VIOLENCE

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

VIII. DISSEMINATION OF POLICY AND TRAINING

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

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.58 (Corporal Punishment)
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
~~Minn. Stat. § 121A.67 (Aversive and Deprivation Procedures)~~
Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)
Minn. Stat. § 243.166 subd. 1b(a-b) (Registration of Predatory Offenders)
Minn. Stat. § 245.825 (Use of Aversive or Deprivation Procedures)
Minn. Stat. § 260C.007, subd. 4, clause (5) (Child in Need of Protection)
Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)
Minn. Stat. § 260D (Child in Voluntary Foster Care for Treatment)
Minn. Stat. § 609.02, subd. 6 (Definitions – Dangerous Weapon)
Minn. Stat. § 609.341, subd. 10 (Definitions – Position of Authority)
Minn. Stat. § 609.341, subd. 15 (Definitions – Significant Relationship)
Minn. Stat. § 609.379 (Reasonable Force)
Minn. Stat. § 626.556 *et.seq.* (Reporting of Maltreatment of Minors)
Minn. Stat. § 626.5561 (Reporting of Prenatal Exposure to Controlled Substances)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

Cross References:

WBLASB Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

Email Form

Confidential Student Maltreatment Reporting Form

Minnesota Department of Education staff use only			
Intake Person	MDE File #	Investigator	Date Assigned
	<input type="checkbox"/> No Maltreatment <input type="checkbox"/> No Jurisdiction <input type="checkbox"/> I & R <input type="checkbox"/> Other (Please explain)		Date Reporter Notified: _____
	PSN Date: _____ <input type="checkbox"/> Verbal <input type="checkbox"/> Written		_____ Verbal _____ Written (Attach written correspondence)

Date Submitted: ISD#: _____ School District: _____

School Name: _____ Program Name: _____

Address: _____ City: _____ Zip: _____ Phone: _____

Principal/Director: _____ Phone: _____ (Ext): _____

Transportation Information, if necessary: Contact: _____ Phone: _____

REPORTER (name of person completing form) Reporter is confidential under Minnesota Statutes, section 626.556.

Name: _____ Title: _____ Phone: _____ Mandated Reporter: Yes ___ No ___

Address: _____ City: _____ State: _____ Zip: _____

ALLEGED VICTIM (Complete one reporting form for each alleged victim)

Name: _____ DOB: _____ Grade: _____ Gender: Male ___ Female ___

Special Education: Yes ___ No ___ Disability Description: _____ Ethnicity: _____

Address: _____ City: _____ State: _____ Zip: _____

Parent/Guardian: _____ Phone: _____ Alternate Phone: _____

ALLEGED OFFENDER

Name: _____ Position: _____ DOB: _____ Gender: Male ___ Female ___

Address: _____ City: _____ State: _____ Zip: _____

Ethnicity: _____ Phone: _____ Alternate Phone: _____

INCIDENT

Date: _____ Time: _____ Location (i.e. - bus, classroom): _____

Address (if different than school): _____ County: _____

Alleged Maltreatment: Physical Abuse ___ Sexual Abuse ___ Neglect ___ Unknown ___ **Injury:** Yes ___ No ___ Unknown ___

Description of Incident and Injury: (please attach additional page if needed).

Witness Contact Information: _____

Police Notified: Yes ___ No ___ Police Department: _____

Contact: _____ Phone: _____ Case No.: _____

Minnesota Department of Education
Student Maltreatment Program
1500 Highway 36 West, Roseville, MN 55113-4266
651-582-8546 Fax: 651-797-1601
Email: mde.student-maltreatment@state.mn.us

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