

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

March 14, 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: Michael J. Lovett
Superintendent of Schools

Date: March 1, 2016

A Student Recognition will be held on **Monday, March 14, 2016**, at **6:15 p.m.** in the Community Room at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A meeting of the White Bear Lake Area School Board will be held on **Monday, March 14, 2016** at **7:00 p.m.** in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

AGENDA

A. PROCEDURAL ITEMS

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

B. PUBLIC FORUM

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

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 who wish 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. 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 contact 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. Nutrition Services Update
2. Superintendent's Report

D. DISCUSSION ITEMS

1. First Reading of School Board Policies:
 - a. 101, Legal Status of the School District
 - b. 101.1, Name of School District
 - c. 102, Equal Educational Opportunity
 - d. 103, Complaints - Student, Employees, Parents

E. OPERATIONAL ITEMS

1. Action on Proposed Calendar for 2016-17 and 2017-18
2. Action on Tentative Agreement – 2015-17 Contract With White Bear Lake Administrators' Association
3. Action on Bid for Lakeaires Elementary Roofing Project
4. Action on Bid for Birch Lake Elementary Roofing Project
5. Action on School Board Policies:
 - a) Policy 614, School District Testing Plan and Procedure - eliminate
 - b) Policy 616, School District System Accountability
 - c) Policy 618, Assessment of Student Achievement

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **March 14, 2016**
SUGGESTED DISPOSITION: **Action Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

Consent Agenda

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

RECOMMENDATION:

Approve the items listed on the Consent Agenda.

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **March 14, 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, February 8, 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 7:03 p.m.
2. Roll Call – Present: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman
Ex-Officio: Michael Lovett, Superintendent of Schools
Cabinet: Daniels, Garrison, Goers, Kazmierczak, Paul, Vette, Wehrkamp,
Student School Board Representative: Renner
3. Pledge of Allegiance
4. Mullin moved and Newmaster seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Wilson moved and Chapman seconded to approve the consent agenda consisting of:
 - Approval of minutes of regular meeting of January 11, 2016 and work-study session of January 25, 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:
 - **Resignation/Termination – Classified Staff**
Jami Dustin – Paraprofessional, High School – North Campus
Employed by District 624 since 09/14/2012
Effective Date: 01/28/2016
Susan Emison – Cook, Central Middle School
Employed by District 624 since 11/10/2015
Effective Date: 12/18/2015
Jacqueline Heaton – Extended Day Program Assistant Leader, Matoska Elementary, Employed by District 624 since 10/27/2014
Effective Date: 12/18/2015
 - **Resignation/Termination – Certified Staff**
Susan Mielke – Music Teacher, Oneka Elementary
Employed by District 624 since 04/09/1985
Effective Date: 06/10/2016
 - **Full – Time Leave Request – Certified Staff**
Danielle Frissora – 3rd Grade Teacher, Vadnais Heights Elementary
Employed by District 624 since 08/20/2014
Effective Date: January 18, 2016 through April 11, 2016
Carol Hultman – Science Teacher, Central Middle School
Employed by District 624 since 08/24/1972
Effective Date: September 8, 2015 through June 10, 2016
Catherine Olson – Math Teacher, High School - North Campus
Employed by District 624 since 08/22/1985
Effective Date: December 14, 2015 through February 19, 2016

- **Change In Continuing Contract – Certified Staff**
 - Farrah Punjwani** – Early Childhood Teacher, Normandy Park Education Center
From .60 f.t.e. to .80 f.t.e.
Effective Date: February 8, 2016 through June 10, 2016
- **New Personnel – Classified Staff**
 - Kara Hayne – Cook, Central Middle School
\$13.94 / hr., 3.5 hrs. / 106 days \$5,275.62
Effective Date: 01/04/2016
 - Said Hirsi – Program Assistant Leader, Vadnais Heights Elementary
\$12.92 / hr., 4.5 hrs. / 129 days \$7,500.06
Effective Date: 01/04/2016
 - Adam King – Pupil Support Assistant, High School – South Campus
\$17.30 / hr., 6.5 hrs. / 105 days \$11,807.25
Effective Date: 01/04/2016
 - Christopher Olson – Bus Driver, Bus Garage
\$17.16 / hr., 5.5166 hrs. / 93 days \$8,803.93
Effective Date: 01/19/2016
 - Heather Steiner – Health Assistant, Otter Lake Elementary
\$17.29 / hr., 7.5 hrs. / 107 days \$14,677.71
Effective Date: 01/04/2016
 - Lisa Vomela – Pupil Support Assistant, Otter Lake Elementary
\$17.30 / hr., 6.5 hrs. / 105 days \$11,807.25
Effective Date: 01/04/2016
 - Lynn Zeleny – Cook, Central Middle School
\$14.22 / hr., 3.5 hrs. / 106 days \$5,275.62
Effective Date: 01/04/2016
- **New Long Term Substitute – Certified Staff**
 - Jacqueline Barker – Science Teacher, Central Middle School
BA +45, Step 1 \$18,182.54 (Pro-rated on \$42,951)
Effective Date: February 4, 2016 – May 31, 2016
 - Christine Carney – 0.8 Math Teacher, High School – North Campus
BA, Step 2 \$7,304.41 (Pro-rated on \$41,193)
Effective Date: December 15, 2015 – February 19, 2016
 - Shea Goetting – 3rd Grade Teacher, Vadnais Heights Elementary
BA, Step 1 \$11,231.46 (Pro-rated on \$40,350)
Effective Date: January 11, 2016 – April 1, 2016
 - Karen Howard – Media Specialist, High School – North Campus
MA, Step 13 \$39,024.45 (Pro-rated on \$71,760)
Effective Date: January 12, 2016 – June 10, 2016
 - Hannah Kranz – Science Teacher, Central Middle School
BA, Step 1 \$20,071.04 (Pro-rated on \$41,193)
Effective Date: January 25, 2016 – June 10, 2016
 - Leigh Mills – 5th Grade Teacher, Birch Lake Elementary School
BA, Step 13 \$16,650.31 (Pro-rated on \$57,171)
Effective Date: January 04, 2016 – March 18, 2016

Kim Nguyen – .7 Math Teacher, High School – South Campus

MA, Step 5 \$7,611.52 (Pro-rated on \$50,830)

Effective Date: January 25, 2016 – March 18, 2016

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

B. PUBLIC FORUM - There were no speakers during public forum.

C. INFORMATION ITEMS

1. Report on ConnectED Library Challenge – Superintendent Lovett provided information on our partnership with the Suburban Ramsey County Library System, which aims to provide all school students with a library card that can be used both to access the school collections and the county library systems. Mark Garrison, Sunrise Media Specialist Beth Muster, and students who were involved in the video shown at the White House Conference on January 18, 2016 were present to answer questions. Ramsey County Library Director Susan Nemitz was also present to provide information and answer questions.

2. Superintendent's Report - Students who performed in honor, all-conference, and all-state choirs and bands were honored before the school board meeting. Superintendent Lovett attend a one-day White House conference to discuss the ConnectED Library Challenge. The conference was attended by approximately 100 state and national representatives. February recognitions include I Love to Read Month, Black History Month, National School Counseling Week, National School Board Recognition Week, President's Day, and National PTA Founder's Day. School Board members were presented with a Bearshey's Bar.

Student School Board Representative Kyra Renner reported that students have started second semester and juniors are preparing for the ACT. The annual Night of Jazz took place on February 6th. Varsity Cheerleading Team is back from a four day trip to Florida, Girls Hockey and Girls Gymnastics have had their last home game/meet, Adapted Hockey has games this week, Wrestling and Girls gymnastics have sections this Saturday. North Campus is collecting Jeans for Teens until February 26th. Local businesses and organizations have donated scholarships available to seniors and these can be found on the counseling department web page.

D. DISCUSSION ITEMS

1. First Reading of School Board Policies:

- Policy 614, School District Testing Plan and Procedure - eliminate
- Policy 616, School District System Accountability
- Policy 618, Assessment of Student Achievement

These policies will be on the March 14 school board agenda for action.

2. Proposed Calendars for 2016-17 and 2017-18 – Linda Goers, Director of Human Resources, and Sara Paul, Assistant Superintendent for Teaching and Learning, provided background information on 2016-17 school calendar and the 2017-18 school calendar, including information from the parent and staff survey. The 2016-17 and 2017-18 proposed calendars will be on the March 11 School Board agenda as an action item. **NOTE: Answers to questions about the delivery method of the parent survey will be provided at a later date.**

E. OPERATIONAL ITEMS

1. Chapman moved and Fahey seconded to appoint Scott Wilson as the School Board representative to the Minnesota State High School League effective February 8, 2016. ***Voice vote: all ayes, nays none. Motion carried.***
2. Wilson moved and Newmaster seconded to accept the bid for the South Campus HVAC replacement project, phase 2, submitted by Thelen Heating and Roofing in the amount of \$1,677,00 (base bid and alternate bid #3). ***Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman; nays, none. Motion carried.***
3. Chapman moved and Kimball seconded to approve the 2015-17 Collective Bargaining Agreements for Bus Drivers and Aides. ***Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman; nays, none. Motion carried.***
4. Fahey moved and Newmaster seconded to approve the 2015-17 Collective Bargaining Agreement for Custodians. ***Roll call vote: ayes: Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson, Chapman; nays, none. Motion carried.***
5. Wilson moved and Chapman seconded to approve the 2015-17 Collective Bargaining Agreement for Clerical. ***Roll call vote: ayes: Fahey, Kimball, Mullin, Newmaster, Wilson, Chapman; nays, none. Motion carried. Abstain: New***
6. Kimball moved and Wilson seconded to approve the following policies as recommended by the School Board Policy Committee and Cabinet.
 - Policy 304, Superintendent Contract, Duties and Evaluation
 - Policy 304 – Addendum A
 - Policy 304 – Addendum B
 - Policy 524, Electronic Technologies Acceptable Use Policy
 - Policy 901, Community Education
 - Policy 910, Awarding of Honorary Diplomas***Voice vote, all ayes, nays none. Motion carried.***

BOARD FORUM - Wilson reported on the ALC mid-year graduation event, the senior boys hockey team, and the trap shooting team organizational meeting. Fahey reported on the student led ISI (Intentional Social Interaction) community dinner held at Willow Lane Elementary. The

theme was - We are all Bears, closing the achievement gap together. Kimball thanked the two students who were present to answer questions about the ConnectEd Library Challenge. He also reported on the MSBA (Minnesota School Board Association) conference and commented that White Bear Lake Area Schools provide many opportunities for students to demonstrate their talents in unique ways. Newmaster reported on the Lunar New Year Event held at South Campus.

ADJOURNMENT- Wilson moved and Newberg seconded to adjourn the meeting at 8:20 p.m. *Voice vote, all ayes. Motion carried.*

Submitted by: Ellen Fahey, Clerk

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

A work study session of the White Bear Lake Area School Board was held on **Monday, February 22, 2016** at 5:30 p.m. in Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call to order - Newberg called the meeting to order at 5:30 p.m.
Roll Call - Present : Chapman, Fahey, Mullin, Newberg, Newmaster, Wilson
Kimball (5:32pm)
Student Representative: Renner
Ex-officio: Lovett
Cabinet: Garrison, Goers, Kazmierczak, Vette, Wehrkamp

B. DISCUSSION ITEMS

1. Update on School Board/Superintendent Goals
 - a. Goal 1.1: *All students will achieve grade level in reading, writing and math by grade 3 and maintain grade level proficiency throughout their tenure in White Bear Lake Area Public Schools.*
Update of School and District Initiatives for Student Success
School board members met with their liaison school leaders.
 - b. Board discussion and reflections
Each board member gave a brief summary of their discussion with their school liaison leaders.
 - c. Goal 1.4: *We will create a district-wide culture that inspires innovation, a passion for learning, and the confidence to pursue dreams.*
Follow up on Technology Plan
Mark Garrison, Director of Technology and Innovation, presented information on the Technology Support Model. This plan has been developed to accomplish the following: improve the quality and responsiveness of technical support; increase job-embedded 4Cs (collaboration, creativity, communication, critical thinking) instructional support; assure that our support team has the balanced skill sets necessary to address technical and instructional needs. The complete presentation is on the district's website.

RECESS - Chair Newberg called the meeting into recess at 7:39 p.m.

2. Negotiations Study Session - Chair Newberg reconvened the meeting at 7:46 p.m. This portion of the meeting was closed to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota Statutes 179.A.01 to 179.A.25. Board members present: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson

Administrators present: Lovett, Goers, Kazmierczak

- C. **ADJOURNMENT** - Newberg adjourned the closed session at 8:28 p.m.

Submitted by: Ellen Fahey, Clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **March 14, 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 - February

	2/12/2016	2/29/2016
Direct Deposit 435795-437209	1,637,488.72	
U.S. Treasury (FICA, Medicare, withholding)	628,967.31	
MN State Income Tax	96,824.48	
PERA	100,331.38	
TRA	299,220.62	
White Bear Lake Teacher's Association	37,811.91	
Empower	4,240.67	
American Funds	77,423.55	
AIG	6,985.46	
ESI	24,740.75	
AXA	33,793.22	
State of MN Levies	2,568.65	
Direct Deposit 437210-438628		1,668,222.82
U.S. Treasury (FICA, Medicare, withholding)		641,555.08
MN State Income Tax		98,798.57
PERA		103,318.06
TRA		302,450.16
White Bear Lake Teacher's Association		37,934.17
Empower		4,240.67
American Funds		77,783.21
AIG		7,055.81
ESI		24,996.07
AXA		34,410.98
State of MN Levies		2,483.32

Check Nbr	Vendor Name	Check Date	Check Amount
0	BMO	01/26/2016	6,761.32
1	Manual	Check(s) For a Total of	6,761.32

	1	Manual	Checks For a Total of	6,761.32
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH &	Computer Checks	6,761.32
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	6,761.32

Check Nbr	Vendor Name	Check Date	Check Amount
68107	AMERICAN UNITED LIFE	02/01/2016	42,750.00
68108	WELLS FARGO - COMML OPERATIONS	02/01/2016	535,435.89
2	Computer	Check(s) For a Total of	578,185.89

0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
2	Computer	Checks For a Total of	578,185.89
Total For 2	Manual, Wire Tran, ACH &	Computer Checks	578,185.89
Less 0	Voided	Checks For a Total of	0.00
		Net Amount	578,185.89

Check Nbr	Vendor Name	Check Date	Check Amount
151600641	ACCIARI, NICOLE E	02/02/2016	99.29
151600642	ANDERSON, CHRISTINA T	02/02/2016	43.77
151600643	ANDERSON, MELISSA KAY	02/02/2016	62.10
151600644	BARTH, CARRIE M	02/02/2016	865.70
151600645	BAST, JAMESON D	02/02/2016	100.00
151600646	BERNIER, CARYN S	02/02/2016	156.00
151600647	BLOOM, WILLIAM J	02/02/2016	233.10
151600648	CHAKOLIS, RICHARD A	02/02/2016	973.85
151600649	CHRISTENSEN, JOSEPH C	02/02/2016	208.08
151600650	CROCK, STEPHANIE L	02/02/2016	38.00
151600651	DANIELSON, MATTHEW C	02/02/2016	189.00
151600652	DIMEGLIO, JOSEPH V	02/02/2016	169.41
151600653	EDBERG, REBECCA J	02/02/2016	223.51
151600654	EGEMO, PATRICIA ANN	02/02/2016	44.21
151600655	ELLEFSSEN, JULEE T	02/02/2016	40.25
151600656	FASHINGBAUER, HEIDI M	02/02/2016	25.88
151600657	FERNANDEZ, KEVIN M	02/02/2016	475.70
151600658	FROGNER, JANINE M	02/02/2016	64.99
151600659	GARCIA ANDERSON, ODELIS M	02/02/2016	776.53
151600660	GEDNALSKE, KIRK M	02/02/2016	72.96
151600661	GRITZMACHER, SHAWN W	02/02/2016	48.00
151600662	HAYNE, KARA LYNN	02/02/2016	111.75
151600663	HEALY, JASON CHARLES	02/02/2016	934.96
151600664	JOHNSON, JENNIFER R	02/02/2016	100.00
151600665	JOHNSON, SADIE R	02/02/2016	43.89
151600666	JORGENSEN, AMY L	02/02/2016	151.98
151600667	KATZ, HEATHER J	02/02/2016	62.94
151600668	KIRSCHLING, JULIENNE R	02/02/2016	35.00
151600669	KNUTSON, CASSANDRA M	02/02/2016	66.20
151600670	KUPFERSCHMIDT, ROBERT B	02/02/2016	195.00
151600671	LARSON, BRITA A	02/02/2016	77.36
151600672	LARSON, TIMOTHY J	02/02/2016	194.60
151600673	LEIBEL, KARI A	02/02/2016	56.72
151600674	MACIEJNY, STEPHEN A	02/02/2016	158.17
151600675	MANN, KATHERINE L	02/02/2016	20.34
151600676	MARTINSON, KARA S	02/02/2016	39.10
151600677	MASSA, JAYMI E	02/02/2016	66.70
151600678	MATTSON, CARLA RUTH	02/02/2016	33.33
151600679	MEUWISSEN, PAUL WILLIAM	02/02/2016	31.56
151600680	MUNDELL, GERALD K	02/02/2016	292.21
151600681	NORDWALL, ERIK T	02/02/2016	450.00
151600682	NORTON, EMILY L	02/02/2016	97.92
151600683	PELLEGRIN, FRANCOISE R	02/02/2016	37.95
151600684	PIERRE, CHRISTINA K	02/02/2016	19.00
151600685	PLASTER, MARK ANTHONY	02/02/2016	125.73
151600686	PUODZIUNAS, DIANE M	02/02/2016	110.13
151600687	QIN, YUEFIN	02/02/2016	659.18
151600688	RIEBOW, MATTHEW R	02/02/2016	262.65
151600689	ROESER, DANIEL WILLIAM	02/02/2016	199.84
151600690	SCHOCHENMAIER, TIMOTHY R	02/02/2016	715.26

Check Nbr	Vendor Name	Check Date	Check Amount
151600691	SKOGEN, MATTHEW K	02/02/2016	106.55
151600692	SYNAN, ERIN K	02/02/2016	49.00
151600693	TOLONEN, CLAY S	02/02/2016	38.29
151600694	WALD, TIMOTHY A	02/02/2016	731.37
151600695	WEHRKAMP, KRISTINE J	02/02/2016	14.00
151600696	WILLEY, JEFFERY S	02/02/2016	67.95
56	ACH	Check(s) For a Total of	11,266.96

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	56	ACH	Checks For a Total of	11,266.96
	0	Computer	Checks For a Total of	0.00
Total For	56	Manual, Wire Tran, ACH &	Computer Checks	11,266.96
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	11,266.96

Check Nbr	Vendor Name	Check Date	Check Amount
68109	109 ARCHERY	02/04/2016	160.00
68110	AARP DRIVER SAFETY PROGRAM	02/04/2016	470.00
68111	AARP DRIVER SAFETY PROGRAM	02/04/2016	600.00
68112	ACHIEVEMENT PRODUCTS	02/04/2016	781.50
68113	ACT INC	02/04/2016	250.00
68114	ADAMS, PAUL	02/04/2016	66.00
68115	ALEXANDER, DAVID	02/04/2016	57.00
68116	AMAZON	02/04/2016	415.45
68117	AMAZON	02/04/2016	631.69
68118	AMAZON	02/04/2016	95.82
68119	AMAZON	02/04/2016	992.32
68120	AMAZON	02/04/2016	1,477.84
68121	AMAZON	02/04/2016	394.52
68122	AMAZON	02/04/2016	107.25
68123	AMERICAN MESSAGING	02/04/2016	90.34
68124	AMER RED CROSS	02/04/2016	243.00
68125	AMERIPRIDE SERVICES	02/04/2016	14.50
68126	ANCHOR PAPER CO	02/04/2016	70.00
68127	APPLIED ENVIRONMENTAL SCI INC	02/04/2016	6,110.40
68128	ARCADE ASPHALT CO	02/04/2016	14,250.00
68129	ARCH LANGUAGE NETWORK	02/04/2016	400.00
68130	ASL INTERPRETING SERVICES	02/04/2016	360.00
68131	BALDWIN COOKE	02/04/2016	489.73
68132	BARNES & NOBLE	02/04/2016	461.28
68133	BATTERIES PLUS BULBS	02/04/2016	59.95
68134	BAUER, TAYLOR MARIE	02/04/2016	236.00
68135	BEHLOW, DAVID	02/04/2016	419.34
68136	BERRY BLENDZ - EDEN PRAIRIE	02/04/2016	2,137.50
68137	BEST BUY BUSINESS ADVANTAGE AC	02/04/2016	1,499.69
68138	BETMAR LANGUAGES	02/04/2016	3,640.00
68139	BIOCLEAN MOBILE WASH INC	02/04/2016	649.00
68140	BLICK ART MATERIALS	02/04/2016	396.69
68141	BLOOM, JENNIFER M	02/04/2016	81.00
68142	BLUE BELL ENTERPRISES INC	02/04/2016	6,142.70
68143	BRUNS, JULIE	02/04/2016	76.00
68144	BUNDE, DENNIS	02/04/2016	25.00
68145	CAAM CHINESE DANCE THEATER	02/04/2016	448.00
68146	CAHILL, MARK	02/04/2016	118.00
68147	CALCULATED INDUSTRIES	02/04/2016	1,784.64
68148	CAPITAL ONE COMMERCIAL	02/04/2016	280.00
68149	CAREY, MATTHEW	02/04/2016	57.00
68150	CARLEX INC	02/04/2016	68.45
68151	CATALYST SOURCING SOLUTIONS	02/04/2016	358.00
68152	CDW GOVERNMENT INC	02/04/2016	6,904.20
68153	CENTURY POWER EQUIPMENT	02/04/2016	238.99
68154	CERTIFIED LABORATORIES	02/04/2016	444.37
68155	CIROCCO, ALAN L	02/04/2016	62.00
68156	COBORNS DELIVERS	02/04/2016	59.93
68157	Vendor Continued Check	02/04/2016	0.00
68158	CONNEY SAFETY	02/04/2016	836.84

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68159	CONTINENTAL CLAY CO	02/04/2016	3,899.50
68160	CONTINENTAL RESEARCH CORP	02/04/2016	766.49
68161	CUB FOODS OF WHITE BEAR TWSHP	02/04/2016	1,006.45
68162	DANIELSON, BILL	02/04/2016	78.00
68163	DARR, DAVID J	02/04/2016	75.00
68164	DEGARDNER, RICK	02/04/2016	175.00
68165	DEMCO INC	02/04/2016	159.50
68166	DETROIT LAKES GOLF	02/04/2016	250.00
68167	DEY DISTRIBUTING	02/04/2016	82.80
68168	DISCOUNT SCHOOL SUPPLY	02/04/2016	800.34
68169	DIVERSIFIED SNACK DISTRIBUTION	02/04/2016	2,858.03
68170	DOMINOS PIZZA	02/04/2016	190.50
68171	DOOR SERVICE COMPANY	02/04/2016	4,217.00
68172	DEFINITIVE TECHNOLOGY SOLUTION	02/04/2016	2,152.31
68173	EAST RIDGE HIGH SCHOOL	02/04/2016	350.00
68174	ED'S TROPHIES INC	02/04/2016	57.18
68175	EDINA HIGH SCHOOL	02/04/2016	175.00
68176	ELECTRIC MOTOR REPAIR	02/04/2016	182.27
68177	ESTR PUBLICATIONS	02/04/2016	46.00
68178	ETA HAND2MIND	02/04/2016	14.75
68179	FASTENAL COMPANY	02/04/2016	632.42
68180	FEDEX	02/04/2016	14.05
68181	FESTIVAL FOODS-KNOWLAN'S	02/04/2016	1,090.33
68182	FIRKUS, DAVID	02/04/2016	75.00
68183	FIRST STUDENT INC	02/04/2016	15,365.80
68184	FLORIN, JOLYN A	02/04/2016	589.00
68185	FOLLETT SCHOOL SOLUTIONS INC	02/04/2016	782.10
68186	FOSTER, DALE	02/04/2016	127.00
68187	FOYT, RYAN	02/04/2016	78.00
68188	FAIRVIEW SPORTS & ORTHOPEDIC C	02/04/2016	525.00
68189	GABRIELSON, MICHAEL LLOYD	02/04/2016	6.99
68190	GALLAGHERS NORTHWESTERN TIRE C	02/04/2016	1,632.74
68191	GAME WORLD	02/04/2016	1,420.00
68192	GARDEN & ASSOCIATES INC	02/04/2016	70.00
68193	GETTY, JOSEPH P	02/04/2016	1,075.00
68194	GMS INDUSTRIAL SUPPLIES INC	02/04/2016	463.95
68195	GOPHER	02/04/2016	1,991.39
68196	GOPHER STAGE LIGHTING	02/04/2016	74.25
68197	GOULSON, DALE	02/04/2016	75.00
68198	GRAFFIC TRAFFIC LLC	02/04/2016	260.62
68199	Vendor Continued Check	02/04/2016	0.00
68200	Vendor Continued Check	02/04/2016	0.00
68201	GRAINGER	02/04/2016	2,020.53
68202	GRANDMA'S BAKERY INC	02/04/2016	51.35
68203	GREAT RIVER OFFICE PRODUCTS	02/04/2016	83.38
68204	GREATAMERICA FINANCIAL SERVICE	02/04/2016	1,238.60
68205	GROUP TRAVEL PLANNERS	02/04/2016	21,895.00
68206	GUERIN KERRY	02/04/2016	75.00
68207	HALO TRANSPORTATION	02/04/2016	12,512.15
68208	HARRIS, JOSEPH W	02/04/2016	137.00

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68209	HAUGLAND, DARIN	02/04/2016	75.00
68210	HEINEMANN	02/04/2016	779.63
68211	HERITAGE FOOD SERVICE GROUP	02/04/2016	80.80
68212	HERMES, MARK W	02/04/2016	81.00
68213	HOLSETH, ERIC	02/04/2016	81.00
68214	HOME DEPOT CREDIT SERVICES	02/04/2016	147.56
68215	HUERTH, MICHAEL	02/04/2016	1,285.20
68216	HUGO CITY OF	02/04/2016	2,031.58
68217	HUOT, JOHN D	02/04/2016	81.00
68218	Vendor Continued Check	02/04/2016	0.00
68219	Vendor Continued Check	02/04/2016	0.00
68220	Vendor Continued Check	02/04/2016	0.00
68221	Vendor Continued Check	02/04/2016	0.00
68222	Vendor Continued Check	02/04/2016	0.00
68223	Vendor Continued Check	02/04/2016	0.00
68224	IFD	02/04/2016	128,604.27
68225	IMAGE BUILDERS	02/04/2016	4,614.00
68226	INDIAN HILLS GOLF CLUB	02/04/2016	750.00
68227	INNOVATIVE OFFICE SOLUTIONS	02/04/2016	285.69
68228	INTEGRA TELECOM	02/04/2016	300.00
68229	J & R SCHOOL SUPPLIES	02/04/2016	819.00
68230	JL TAITT & ASSOC	02/04/2016	4,440.00
68231	JOHNSON CONTROLS INC	02/04/2016	1,437.50
68232	JOHNSON, PETER G	02/04/2016	81.00
68233	JONES SCHOOL SUPPLY CO INC	02/04/2016	108.85
68234	JONES, STEVEN W	02/04/2016	78.00
68235	JUNIOR LIBRARY GUILD	02/04/2016	1,362.00
68236	JW PEPPER & SON INC	02/04/2016	11.90
68237	KAHUT-LOOMIS, MICHELLE A	02/04/2016	76.00
68238	KARLSBURGER FOODS INC	02/04/2016	56.96
68239	KARNAS, MIKE	02/04/2016	75.00
68240	KIEMEL, TIM	02/04/2016	75.00
68241	KNIGHT, MARTY C	02/04/2016	67.00
68242	KONICA MINOLTA PREMIER FINANCE	02/04/2016	4,925.94
68243	Vendor Continued Check	02/04/2016	0.00
68244	KRAFT CONTRACTING & MECHANICAL	02/04/2016	9,461.22
68245	KUBES, TOM	02/04/2016	137.00
68246	KULLY SUPPLY COMPANY	02/04/2016	489.94
68247	LAKESHORE LEARNING MATERIALS	02/04/2016	528.45
68248	LALLAS, CHARLIE	02/04/2016	81.00
68249	LANCETTE, ANTHONY R	02/04/2016	137.00
68250	LEARNING A-Z	02/04/2016	901.59
68251	LIBERTY CLASSICAL ACADEMY	02/04/2016	968.06
68252	LIBRARY STORE INC	02/04/2016	93.84
68253	LIFETIME MEMORY PRODUCTS	02/04/2016	62.50
68254	LODGE, MAREN CHRISTINA	02/04/2016	76.00
68255	LOFFLER	02/04/2016	271.00
68256	L T G POWER EQUIPMENT	02/04/2016	126.46
68257	LUKANICH, JAMES	02/04/2016	75.00
68258	MN ASSOC OF ALTERNATIVE PROGRA	02/04/2016	1,285.00

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68259	MACKIN EDUCATIONAL RESOURCES	02/04/2016	261.13
68260	MN ASSOC FOR CHILDREN'S MENTAL	02/04/2016	32.67
68261	MACSWAIN, JIM	02/04/2016	119.00
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68263	Vendor Continued Check	02/04/2016	0.00
68264	Vendor Continued Check	02/04/2016	0.00
68265	Vendor Continued Check	02/04/2016	0.00
68266	MADISON NATIONAL LIFE	02/04/2016	44,193.40
68267	METRO DEAF SCHOOL	02/04/2016	28,670.25
68268	METRO SOUND AND LIGHTING	02/04/2016	52.15
68269	MEYER, JULIA	02/04/2016	76.00
68270	MICHAEL BASICH INC	02/04/2016	400.00
68271	MID CITY SERVICES - INDUSTRIAL	02/04/2016	2,069.20
68272	MINVALCO INC	02/04/2016	1,100.22
68273	MN ASSOC FOR PUPIL TRANSPORT	02/04/2016	120.00
68274	MN DEPT OF HEALTH	02/04/2016	35.00
68275	MN EQUIPMENT	02/04/2016	121.00
68276	MN PREMIER PUBLICATIONS	02/04/2016	981.00
68277	MN INTERSCHOLASTIC ATHLETIC AD	02/04/2016	100.00
68278	MODERN FENCE & CONST INC	02/04/2016	9,000.00
68279	MONITA, MICHAEL	02/04/2016	75.00
68280	MONTESSORI N' SUCH INC	02/04/2016	84.40
68281	MOORE, CYNTHIA A	02/04/2016	632.00
68282	MOORHEAD MACHINERY & BOILER CO	02/04/2016	400.00
68283	MOUNDS VIEW HIGH SCHOOL	02/04/2016	100.00
68284	MN SCHOOL BOARDS ASSN	02/04/2016	810.00
68285	MT BORAH	02/04/2016	1,407.50
68286	NAC MECHANICAL & ELECTRICAL SE	02/04/2016	28,156.68
68287	NASCO	02/04/2016	5.00
68288	NASP INC	02/04/2016	1,043.00
68289	NASSEFF MECH CONTRACTORS	02/04/2016	7,077.70
68290	NCPERS MINNESOTA	02/04/2016	240.00
68291	NCS PEARSON INC	02/04/2016	304.70
68292	NESS ELECTRONICS INC	02/04/2016	1,222.03
68293	NORTH MEMORIAL OCCUPATIONAL ME	02/04/2016	72.00
68294	NOVAK, JANICE S	02/04/2016	310.00
68295	Vendor Continued Check	02/04/2016	0.00
68296	OFFICE DEPOT	02/04/2016	461.04
68297	OLSEN FIRE PROTECTION	02/04/2016	578.00
68298	OLYMPIC COMMUNICATIONS, INC.	02/04/2016	142.50
68299	OWLC ARCHERY	02/04/2016	216.00
68300	OXYGEN SERVICE CO INC	02/04/2016	60.99
68301	PARK HIGH SCHOOL	02/04/2016	160.00
68302	PARTS NOW ! LLC	02/04/2016	145.04
68303	P B B S EQUIPMENT CORP	02/04/2016	354.76
68304	PEARSON, TIMOTHY C	02/04/2016	75.00
68305	PICTURE THAT!	02/04/2016	174.00
68306	PITNEY BOWES PURCHASE POWER	02/04/2016	108.99
68307	PITNEY BOWES INC	02/04/2016	50.14
68308	POWER LIFT INC	02/04/2016	1,395.00

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68309	PROWIRE INC	02/04/2016	10,061.58
68310	PYCHE, MYRTLE	02/04/2016	25.00
68311	R & R SPECIALTIES INC	02/04/2016	147.20
68312	RAMSEY COUNTY COMM HUMAN SVCS	02/04/2016	30,474.00
68313	RAMSEY COUNTY PARKS/REC DEPT	02/04/2016	626.66
68314	RAMSEY COUNTY	02/04/2016	4,399.57
68315	RANDY SHAVER CANCER RESEARCH	02/04/2016	1,885.00
68316	RATWIK ROSZAK & MALONEY PA	02/04/2016	2,277.00
68317	REGENTS OF THE UNIV OF MN	02/04/2016	10.84
68318	REHBEIN TRANSIT CO INC	02/04/2016	31,950.00
68319	REPUBLIC SERVICES #899	02/04/2016	9,232.52
68320	RICHARDSON, EUGENE	02/04/2016	66.00
68321	ROE, ERIN	02/04/2016	20.00
68322	ROSEMOUNT HIGH SCHOOL	02/04/2016	110.00
68323	RUIZ JR, ANTHONY R	02/04/2016	58.00
68324	SAFeway DRIVING SCHOOL	02/04/2016	4,095.00
68325	SAM'S CLUB/SYNCHRONY BANK	02/04/2016	1,453.80
68326	SAM'S CLUB/SYNCHRONY BANK	02/04/2016	191.95
68327	SAM'S CLUB/SYNCHRONY BANK	02/04/2016	549.10
68328	SANDIFER, BRIAN	02/04/2016	66.00
68329	SCANTRON CORPORATION	02/04/2016	144.08
68330	SCHMIDT, ALEXZANDRA	02/04/2016	76.00
68331	SCHOLASTIC INC	02/04/2016	385.00
68332	SCHOLASTIC BOOK CLUBS INC	02/04/2016	66.00
68333	SCHOOL CHECK IN	02/04/2016	90.00
68334	SCHOOL MEDIA ASSOCIATES	02/04/2016	23.99
68335	SEBCO BOOKS	02/04/2016	1,852.87
68336	SERVEMN ACTION NTWRK	02/04/2016	1,800.00
68337	SHELSTAD, SAMANTHA	02/04/2016	497.25
68338	SMITH, BARBARA AV	02/04/2016	510.00
68339	Vendor Continued Check	02/04/2016	0.00
68340	Vendor Continued Check	02/04/2016	0.00
68341	SCHOOL NUTRITION ASSOC (SNA)	02/04/2016	406.00
68342	SOUTHWEST BINDING & LAMINATING	02/04/2016	261.84
68343	SPECIALTY PROMOTIONS	02/04/2016	259.00
68344	SRIRAMA, VEERARAGHAVAN	02/04/2016	132.25
68345	ST ANDREWS LUTHERAN CHURCH	02/04/2016	600.00
68346	ST PAUL RIVER CENTRE	02/04/2016	1,080.00
68347	STATE SUPPLY CO	02/04/2016	563.15
68348	STAY TUNED PIANO SERVICES	02/04/2016	380.00
68349	STEVE, KYLE R	02/04/2016	58.00
68350	STILLWATER HIGH SCHOOL	02/04/2016	200.00
68351	SUBURBAN SPORTSWEAR LLC	02/04/2016	589.50
68352	SUGAR LOAF CHARTER SERVICE	02/04/2016	1,750.00
68353	SUMMIT COMPANIES	02/04/2016	477.50
68354	SURPLUS SERVICES	02/04/2016	5.00
68355	SYNOVIA	02/04/2016	1,417.50
68356	TWIN CITIES HUMAN RESOURCE ASS	02/04/2016	55.00
68357	THOMAS, MAC	02/04/2016	66.00
68358	TIERNEY BROTHERS INC	02/04/2016	1,683.46

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68359	TIES	02/04/2016	1,386.00
68360	TRADE PRESS INC	02/04/2016	2,092.96
68361	TRIO SUPPLY COMPANY	02/04/2016	8,971.61
68362	TROUTEN LINDA ANDERSON	02/04/2016	36.95
68363	TRUSTED EMPLOYEES	02/04/2016	2,257.00
68364	TWIN CITY JANITOR SUPPLY CO	02/04/2016	172.00
68365	U.S. ENERGY SERVICES INC	02/04/2016	79,813.20
68366	UHL CO INC	02/04/2016	510.00
68367	UNIVERSITY OF MINNESOTA	02/04/2016	16,675.00
68368	UNIVERSITY OF MN INTL CENTER	02/04/2016	190.00
68369	THE UPS STORE #3299	02/04/2016	108.50
68370	Vendor Continued Check	02/04/2016	0.00
68371	US FOODS CULINARY EQUIP & SUPP	02/04/2016	1,268.21
68372	VEITH, DOUGLAS	02/04/2016	75.00
68373	VENBURG TIRE CO	02/04/2016	310.78
68374	VERIZON WIRELESS	02/04/2016	1,475.12
68375	WAGNER, MARTINA	02/04/2016	800.00
68376	WALTER, BRIAN M	02/04/2016	81.00
68377	WARNER, GENE	02/04/2016	62.00
68378	WHITE BEAR TRAVEL	02/04/2016	29,095.00
68379	WHITE BEAR LAKE (CITY OF)	02/04/2016	5,088.81
68380	WEHR, TIMOTHY	02/04/2016	159.00
68381	WELCOME WAGON	02/04/2016	416.88
68382	WHITCOMBS ARCHERY	02/04/2016	400.00
68383	WILD MOUNTAIN	02/04/2016	1,071.00
68384	WILLHAUS, ROGER	02/04/2016	75.00
68385	WILLIAMS, ANTHONY C	02/04/2016	81.00
68386	WISCONSIN DELLS HIGH SCHOOL	02/04/2016	325.00
68387	WL HALL COMPANY	02/04/2016	3,537.64
68388	WOLTERS KLUWER LAW & BUSINESS	02/04/2016	525.00
68389	WOODBURY HIGH SCHOOL	02/04/2016	110.00
68390	WOODRICH III, WARD F	02/04/2016	76.00
68391	WORLD BOOK SCHOOL & LIBRARY	02/04/2016	600.00
68392	Vendor Continued Check	02/04/2016	0.00
68393	XCEL ENERGY	02/04/2016	68,131.37
68394	YOGA DEVOTION LLC	02/04/2016	900.00
68395	ZAMARBRO, MARIA	02/04/2016	67.00
68396	ZEPHYR GRAF-X	02/04/2016	1,607.63
288 Computer Check(s) For a Total of			780,287.40

Check Nbr	Vendor Name	Check Date	Check Amount
65042	STREAMLINE DESIGN INC	02/04/2016	0.00
1	Manual	Check(s) For a Total of	0.00

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Check Nbr	Vendor Name	Check Date	Check Amount
66275	GAME WORLD	02/04/2016	1,580.00
67787	DEY DISTRIBUTING	02/04/2016	27.36
68019	STEVENS POINT HS	02/04/2016	325.00
3	Void	Check(s) For a Total of	1,932.36

	1	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
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Total For	289	Manual, Wire Tran, ACH &	Computer Checks	780,287.40
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			Net Amount	778,355.04

Check Nbr	Vendor Name	Check Date	Check Amount
68397	INGRAM, ROGER O	02/05/2016	1,000.00
68398	SAM'S CLUB/SYNCHRONY BANK	02/05/2016	444.50
68399	SAM'S CLUB/SYNCHRONY BANK	02/05/2016	107.05
68400	SYNCHRONY BANK	02/05/2016	80.96
4	Computer	Check(s) For a Total of	1,632.51

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
4	Computer	Checks For a Total of	1,632.51
Total For 4	Manual, Wire Tran, ACH &	Computer Checks	1,632.51
Less 0	Voided	Checks For a Total of	0.00
		Net Amount	1,632.51

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68401	AMERICAN UNITED LIFE	02/09/2016	72,217.86
68402	AMERICAN UNITED LIFE	02/09/2016	12,750.00
68403	AMERIPRISE FINANCIAL SERVICES	02/09/2016	12,217.40
68404	GREAT LAKES HIGHER EDUC	02/09/2016	121.77
68405	GREATER TWIN CITIES UNITED WAY	02/09/2016	202.50
68406	GURSTEL CHARGO ATTORNEYS AT LA	02/09/2016	249.00
68407	IUOE LOCAL 70	02/09/2016	2,311.82
68408	MESSERLI & KRAMER PA	02/09/2016	475.00
68409	METROPOLITAN LIFE	02/09/2016	2,408.56
68410	SCHOOL SERVICE EMPLOYEES	02/09/2016	5,936.10
68411	SKY ZONE INDOOR TRAMPOLINE PAR	02/09/2016	1,525.00
68412	US DEPT OF EDUCATION	02/09/2016	501.88
68413	VANGUARD SMALL BUSINESS SERVIC	02/09/2016	29,610.15
68414	WBLA EDUCATIONAL FOUNDATION	02/09/2016	702.00
14	Computer	Check(s) For a Total of	141,229.04

	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
	14	Computer	Checks For a Total of	141,229.04
Total For	14	Manual, Wire Tran, ACH &	Computer Checks	141,229.04
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	141,229.04

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151600697	ADAMS, LINDA J	02/16/2016	500.00
151600698	AMON, LYNN M	02/16/2016	100.00
151600699	BALLWEBER, JASON K	02/16/2016	299.23
151600700	BARTLETT, RYAN R	02/16/2016	51.30
151600701	BOCOCK, GARY R	02/16/2016	545.96
151600702	BOOTH, KARLA J	02/16/2016	217.10
151600703	BREMER, JACLYN ANN	02/16/2016	222.05
151600704	DERBY, SARA A	02/16/2016	130.80
151600705	DOTTE, BRENDA L	02/16/2016	104.98
151600706	DOUGHTY, BRYAN P	02/16/2016	360.89
151600707	DYMIT, MARIE S	02/16/2016	82.62
151600708	ELLEFSSEN, JULEE T	02/16/2016	56.70
151600709	ENGSTRAN, PAUL A	02/16/2016	40.00
151600710	FINK, AVIS A	02/16/2016	311.14
151600711	GORIS, PAMELA L	02/16/2016	110.00
151600712	GRANGER, BARBARA J	02/16/2016	134.99
151600713	GRAY, DONALD E	02/16/2016	214.19
151600714	HANLON, JENNIFER L	02/16/2016	145.00
151600715	HOLMAN, DUSTIN D	02/16/2016	111.45
151600716	HORAZDOVSKY, LEILA JOANNE	02/16/2016	118.92
151600717	HOROWICKI, LISA M	02/16/2016	129.22
151600718	IMMEL, COLLEEN MARIE	02/16/2016	24.00
151600719	JOHNSON, LINDA K	02/16/2016	224.64
151600720	JOHNSON, SADIE R	02/16/2016	92.38
151600721	KEESE, MATTHEW D	02/16/2016	539.17
151600722	KELLEY, DEBRA K	02/16/2016	130.00
151600723	KOSTER, PATRICIA L	02/16/2016	46.10
151600724	KROCAK, NANCY J	02/16/2016	11.94
151600725	KWAPICK, GERALD W	02/16/2016	140.00
151600726	LAMWERS, LINDSAY M	02/16/2016	193.98
151600727	LEIBEL, KARI A	02/16/2016	19.96
151600728	MARSH, KATHERINE M	02/16/2016	237.80
151600729	MELQUIST, NANCY J	02/16/2016	139.79
151600730	MILLER, MOLLY M	02/16/2016	202.46
151600731	MORTENSEN, KIM K	02/16/2016	143.97
151600732	NGUYEN, HUY K	02/16/2016	755.00
151600733	OUREN, LISA M	02/16/2016	195.00
151600734	PLASTER, MARK ANTHONY	02/16/2016	89.10
151600735	PONTIOUS, JODY L	02/16/2016	300.00
151600736	REED, TAMMY L	02/16/2016	29.65
151600737	SCHULTE, ALETA A	02/16/2016	109.83
151600738	SMITH, THEODORE A	02/16/2016	25.92
151600739	STEIG, HANNAH M	02/16/2016	41.31
151600740	STEWART, SCOTT J	02/16/2016	35.00
151600741	SVIR, SARA A	02/16/2016	410.00
151600742	SWENSON, CYNTHIA L	02/16/2016	86.13
151600743	TOUSSAINT, JANEL PHYLLIS	02/16/2016	152.10
151600744	TROSKE, CARRIE L	02/16/2016	71.15
151600745	TUEL, LORI L	02/16/2016	125.00
151600746	VAVRICKA, ROCHELLE L	02/16/2016	137.30

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Check Nbr	Vendor Name	Check Date	Check Amount
151600747	VICHICH, JOHN P	02/16/2016	24.00
151600748	XU, HUI	02/16/2016	31.35
52	ACH	Check(s) For a Total of	8,750.57

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	52	ACH	Checks For a Total of	8,750.57
	0	Computer	Checks For a Total of	0.00
Total For	52	Manual, Wire Tran, ACH &	Computer Checks	8,750.57
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	8,750.57

Check Nbr	Vendor Name	Check Date	Check Amount
68415	AARP DRIVER SAFETY PROGRAM	02/18/2016	550.00
68416	ADVANTAGE EDUC PROGRAMS	02/18/2016	420.00
68417	AGROPUR INC	02/18/2016	20,672.92
68418	ALBRECHT, GARY	02/18/2016	67.00
68419	ALEXANDER, DAVID	02/18/2016	119.00
68420	AMAZON	02/18/2016	982.28
68421	AMAZON	02/18/2016	120.59
68422	AMAZON	02/18/2016	0.79
68423	ANDERSON, NANCY	02/18/2016	29.00
68424	ANDERSON, PATRICIA	02/18/2016	11.05
68425	ANOKA COUNTY TREASURY DEPARTME	02/18/2016	174.82
68426	APPLE COMPUTER INC	02/18/2016	479.00
68427	ARCHDIOCESE OF ST PAUL & MPLS	02/18/2016	20.00
68428	ASHLAND PRODUCTIONS INC	02/18/2016	87.00
68429	ASL INTERPRETING SERVICES	02/18/2016	960.00
68430	ASSETGENIE INC	02/18/2016	365.75
68431	BARNES & NOBLE	02/18/2016	662.40
68432	BARNETT WB CHRYSLER JEEP DODGE	02/18/2016	100.00
68433	BATTERIES PLUS BULBS	02/18/2016	95.98
68434	BECKER, MICHELLE	02/18/2016	20.40
68435	BEHLOW, DAVID	02/18/2016	215.12
68436	BERLIN, RAYMOND	02/18/2016	15.00
68437	BUSINESS IMPACT GROUP	02/18/2016	330.29
68438	BIGWIG ENTERPRISES	02/18/2016	140.11
68439	BLAESING, THEODORE S	02/18/2016	2,218.20
68440	BLICK ART MATERIALS	02/18/2016	2,736.35
68441	BLOOD, DOUG	02/18/2016	138.00
68442	BLUE BELL ENTERPRISES INC	02/18/2016	5,240.45
68443	BLUEBIRD SCREEN PRINT	02/18/2016	799.18
68444	BOYER TRUCKS	02/18/2016	594.56
68445	BRAMSCHER, JUDEE	02/18/2016	58.65
68446	BROWN, RAYMOND	02/18/2016	57.00
68447	CAPITAL ONE COMMERCIAL	02/18/2016	4.20
68448	CAPOCASA, WILLIAM J	02/18/2016	81.00
68449	CARLSON WAGONLIT TRAVEL	02/18/2016	55,125.00
68450	CAROLINA BIOLOGICAL SUPPLY	02/18/2016	167.53
68451	CCP INDUSTRIES INC	02/18/2016	337.06
68452	CDW GOVERNMENT INC	02/18/2016	1,556.78
68453	CERTIFIED LABORATORIES	02/18/2016	492.68
68454	CHAMPIONSHIP PRODUCTS UNLTD	02/18/2016	370.00
68455	CINTAS CORP #470	02/18/2016	319.64
68456	CIRCUS JUVENTAS	02/18/2016	2,175.00
68457	CITI-CARGO & STORAGE CO INC	02/18/2016	85.00
68458	CJ DUFFY PAPER CO	02/18/2016	4,600.00
68459	COBORNS DELIVERS	02/18/2016	389.84
68460	COCA-COLA BOTTLING MIDWEST CO	02/18/2016	436.56
68461	COLEMAN, PAUL	02/18/2016	159.00
68462	COMCAST	02/18/2016	10.43
68463	COMCAST	02/18/2016	5.26
68464	COMPASS MINERALS	02/18/2016	3,276.08

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68465	CONSTANTINE DANCE CLASSES	02/18/2016	390.50
68466	CONTINENTAL CLAY CO	02/18/2016	7,774.25
68467	CONTINENTAL RESEARCH CORP	02/18/2016	203.41
68468	COOPS SPORTSWEAR	02/18/2016	1,272.00
68469	CRISIS PREVENTION INSTITUTE IN	02/18/2016	584.50
68470	CUB FOODS OF WHITE BEAR TWSHP	02/18/2016	390.70
68471	CULLIGAN BOTTLED WATER	02/18/2016	26.00
68472	CULLIGAN BOTTLED WATER	02/18/2016	122.85
68473	DAKOTA TRUCK UNDERWRITERS	02/18/2016	57,671.00
68474	DALCO CORPORATION	02/18/2016	21,581.32
68475	DANIELSON, BILL	02/18/2016	78.00
68476	DEGARDNER, RICK	02/18/2016	58.00
68477	DEISTING, RANDY	02/18/2016	75.00
68478	DEJARLAIS, MARILYN	02/18/2016	21.04
68479	DELLWOOD COUNTRY CLUB	02/18/2016	3,286.95
68480	DEMCO INC	02/18/2016	22.59
68481	DETTMER, BOB	02/18/2016	159.00
68482	DISCOUNT SCHOOL SUPPLY	02/18/2016	255.71
68483	DOMEI,ER, MARILYN	02/18/2016	93.45
68484	DOOR SERVICE COMPANY	02/18/2016	173.00
68485	DOUGS POWER EQUIPMENT	02/18/2016	130.39
68486	DEFINITIVE TECHNOLOGY SOLUTION	02/18/2016	102.31
68487	DUFFY, KELLY	02/18/2016	224.00
68488	ECKROTH MUSIC	02/18/2016	93.50
68489	EDUCATIONAL RESEARCH AND DEV	02/18/2016	187.50
68490	ELECTRONIC DESIGN CO	02/18/2016	1,203.74
68491	EQUAL OPPORTUNITY SCHOOLS	02/18/2016	366.99
68492	EXTENDED DAY	02/18/2016	568.00
68493	F&N OPERATIONS LLC	02/18/2016	1,827.75
68494	FASTENAL COMPANY	02/18/2016	718.70
68495	FESTIVAL FOODS-KNOWLAN'S	02/18/2016	807.40
68496	FIORAVANTI, MARC	02/18/2016	75.00
68497	FIRKUS, DAVID	02/18/2016	75.00
68498	FIRST STUDENT INC	02/18/2016	328,546.81
68499	FIRST-SHRED	02/18/2016	584.75
68500	FITNESS FINDERS INC	02/18/2016	324.66
68501	FLINN SCIENTIFIC INC	02/18/2016	114.53
68502	FLOORS BY BECKER	02/18/2016	1,914.60
68503	FOLLETT SCHOOL SOLUTIONS INC	02/18/2016	1,839.39
68504	FORCIER, ELSIE	02/18/2016	26.01
68505	FOREST LAKE HIGH SCHOOL	02/18/2016	125.00
68506	FRATTALONES HARDWARE STORES	02/18/2016	929.28
68507	FULLER, DONNA	02/18/2016	25.50
68508	GALLAGHERS NORTHWESTERN TIRE C	02/18/2016	338.00
68509	GALVIN JAMES B	02/18/2016	32.50
68510	GEBHARD, RICHARD	02/18/2016	50.00
68511	GEPHART TRUCKING	02/18/2016	3,872.50
68512	GLEWWE DOORS INC	02/18/2016	3,645.45
68513	THE GOLF WAREHOUSE	02/18/2016	399.54
68514	GOPHER STAGE LIGHTING	02/18/2016	651.66

Check Nbr	Vendor Name	Check Date	Check Amount
68515	Vendor Continued Check	02/18/2016	0.00
68516	GRAINGER	02/18/2016	5,681.65
68517	GREAT AMER OPPORTUNITIES INC	02/18/2016	2,950.40
68518	GREAT RIVER OFFICE PRODUCTS	02/18/2016	44.44
68519	GROTH MUSIC CO	02/18/2016	652.63
68520	HALLBERG ENGINEERING INC	02/18/2016	22,264.80
68521	HALO TRANSPORTATION	02/18/2016	17,670.00
68522	HANDLEBAR PERCUSSION	02/18/2016	26.80
68523	HANSON, DARLENE	02/18/2016	13.60
68524	HANSON, DARIN	02/18/2016	13.00
68525	HANSON, DONNA	02/18/2016	25.50
68526	HEGGIES PIZZA	02/18/2016	4,413.06
68527	HELLEN, ROBERT	02/18/2016	176.00
68528	HERITAGE FOOD SERVICE GROUP	02/18/2016	164.37
68529	HOGLUND BUS AND TRUCK CO	02/18/2016	22,492.10
68530	HOGLUND BODY & EQUIPMENT INC	02/18/2016	4,343.78
68531	HOLMAN, GREGG	02/18/2016	104.00
68532	HOLT, GEORGE TL	02/18/2016	1,387.50
68533	HUDSON, SCOTT	02/18/2016	67.00
68534	HUERTH, MICHAEL	02/18/2016	1,285.20
68535	THE HUMANE SOCIETY OF THE US	02/18/2016	25.00
68536	IFD	02/18/2016	13,141.42
68537	INDUSTRIAL CONSTRUCTION SPEC L	02/18/2016	6,464.85
68538	Vendor Continued Check	02/18/2016	0.00
68539	INNOVATIVE OFFICE SOLUTIONS	02/18/2016	5,467.32
68540	INTEGRA TELECOM	02/18/2016	469.02
68541	INTEGRA	02/18/2016	3,146.26
68542	INTERMEDIATE DISTRICT 287	02/18/2016	635.71
68543	ISD #15 ST FRANCIS	02/18/2016	203.83
68544	J & R SCHOOL SUPPLIES	02/18/2016	552.50
68545	JENSEN, KEVIN	02/18/2016	104.00
68546	JIRIK RICK	02/18/2016	81.00
68547	JL TAITT & ASSOC	02/18/2016	7,200.00
68548	JOHNSON, JUDITH ANN	02/18/2016	282.50
68549	JOHNSON, KEITH	02/18/2016	75.00
68550	JUNIOR LIBRARY GUILD	02/18/2016	160.00
68551	JW PEPPER & SON INC	02/18/2016	448.78
68552	KARLSBURGER FOODS INC	02/18/2016	168.24
68553	KATH FUEL OIL SERVICE CO	02/18/2016	10,192.52
68554	KEYSTONE INTERPRETING SOLUTION	02/18/2016	114.00
68555	KIDCREATE STUDIO	02/18/2016	1,288.00
68556	KIMBALL MIDWEST	02/18/2016	70.40
68557	KITTELSON MARKETING CO INC	02/18/2016	563.40
68558	KLINGSPORN, TODD	02/18/2016	75.00
68559	KOREEN, GLORIA	02/18/2016	16.15
68560	KOWITZ, MARY J	02/18/2016	284.23
68561	KRAFT CONTRACTING & MECHANICAL	02/18/2016	1,265.00
68562	LABELLE, PAUL H	02/18/2016	138.00
68563	LAKE AREA FLOORING	02/18/2016	234.00
68564	LAKES COUNTRY SERVICE COOP	02/18/2016	194.00

Check Nbr	Vendor Name	Check Date	Check Amount
68565	LAKE SHORE LEARNING MATERIALS	02/18/2016	310.92
68566	LAKEVIEW ELECTRICAL SERVICES	02/18/2016	450.00
68567	LANDS BEST FOODS	02/18/2016	2,142.40
68568	LEARNING FORWARD	02/18/2016	583.20
68569	LEARNING A-Z	02/18/2016	109.95
68570	LIBRARY STORE INC	02/18/2016	48.86
68571	LIFETIME MEMORY PRODUCTS	02/18/2016	66.50
68572	L T G POWER EQUIPMENT	02/18/2016	385.00
68573	LUFT, MAGGIE	02/18/2016	32.09
68574	LUTHERAN SOCIAL SERVICE/FGP	02/18/2016	150.00
68575	MN ASSOC FOR CHILDREN'S MENTAL	02/18/2016	178.00
68576	MACPHAIL CENTER FOR MUSIC	02/18/2016	9,862.50
68577	MADDEN, KATHERINE A	02/18/2016	67.00
68578	MAGEE-BEYER, BETH	02/18/2016	97.55
68579	MASON PRINTING AND GRAPHIC SOL	02/18/2016	562.00
68580	MCDONOUGH'S WATERJETTING AND	02/18/2016	829.09
68581	MCGOWAN, TIM	02/18/2016	150.00
68582	MCKUSICK, JON	02/18/2016	58.00
68583	MEDICARE PREMIUM COLLECTION CT	02/18/2016	183.20
68584	MEDTOX LABORATORIES	02/18/2016	112.20
68585	MENARDS-MAPLEWOOD	02/18/2016	102.18
68586	METRO ECSU	02/18/2016	390.91
68587	METRO MEALS ON WHEELS INC	02/18/2016	270.00
68588	MHS	02/18/2016	135.00
68589	MIDWEST BUS PARTS INC	02/18/2016	592.30
68590	MIDWEST HOME	02/18/2016	9.95
68591	MIDWEST TECHNOLOGY PRODUCTS	02/18/2016	1,600.55
68592	MIDWEST SPEC INSTRUMENTS	02/18/2016	135.00
68593	MILLIGAN, THERESA J	02/18/2016	20.00
68594	MINVALCO INC	02/18/2016	1,589.61
68595	MN MUSIC EDUCATORS ASSOC	02/18/2016	630.00
68596	MN ELEVATOR INC	02/18/2016	307.75
68597	MINNESOTA REVENUE	02/18/2016	579.00
68598	MONITA, MICHAEL	02/18/2016	75.00
68599	MONTESSORI SERVICES	02/18/2016	79.10
68600	MOUNDS VIEW HIGH SCHOOL	02/18/2016	65.00
68601	NAC MECHANICAL & ELECTRICAL SE	02/18/2016	740.00
68602	NATL ASSOC FOR GIFTED CHILDREN	02/18/2016	139.00
68603	NAPA AUTO PARTS	02/18/2016	68.18
68604	NASCO	02/18/2016	6.30
68605	NASH, JAIME L	02/18/2016	210.00
68606	NASSEFF MECH CONTRACTORS	02/18/2016	1,831.40
68607	NELSON, LAURA	02/18/2016	76.00
68608	NEW WAY HYPNOSIS CLINC INC	02/18/2016	352.00
68609	NIENHUIS MONTESSORI USA INC	02/18/2016	261.16
68610	NORCENTRONIX DISTRIBUTING	02/18/2016	52.00
68611	NORTH CENTRAL TRUCK EQUIPMENT	02/18/2016	2,336.45
68612	NORTH MEMORIAL OCCUPATIONAL ME	02/18/2016	18.00
68613	NORTH STAR BANK	02/18/2016	7,585.00
68614	NORTHEAST METRO INTERMEDIATE D	02/18/2016	110,361.18

Check Nbr	Vendor Name	Check Date	Check Amount
68615	NOVAK, JIM	02/18/2016	116.00
68616	O'REILLY AUTOMOTIVE INC	02/18/2016	1,613.09
68617	OFFICE DEPOT	02/18/2016	25.88
68618	OLYMPIC COMMUNICATIONS, INC.	02/18/2016	142.50
68619	OSMAN, BADASO	02/18/2016	57.00
68620	OXYGEN SERVICE CO INC	02/18/2016	8.99
68621	PARK HIGH SCHOOL	02/18/2016	150.00
68622	PATIENT TOOLS INC	02/18/2016	141.00
68623	PEARSON EDUCATION INC	02/18/2016	150.30
68624	PENNIES FOR PATIENTS	02/18/2016	696.12
68625	PHOENIX SCHOOL COUNSELING LLC	02/18/2016	5,743.50
68626	PINZ	02/18/2016	1,362.93
68627	PITNEY BOWES PURCHASE POWER	02/18/2016	1,020.99
68628	POLAR CHEVROLET MAZDA	02/18/2016	1,685.01
68629	PRAXAIR DISTRIBUTION INC	02/18/2016	142.30
68630	PRESS PUBLICATIONS	02/18/2016	1,317.12
68631	PRODUCTIVITY INC	02/18/2016	1,738.31
68632	QUALITY RESOURCE GROUP INC	02/18/2016	840.81
68633	QUIKFIX LAPTOP KEYBOARD	02/18/2016	5.99
68634	R & R SPECIALTIES INC	02/18/2016	34.50
68635	RAFOWICZ, CHARLES	02/18/2016	75.00
68636	RAMSEY COUNTY HISTORICAL SOC	02/18/2016	50.00
68637	RAYMOND GEDDES CO INC	02/18/2016	16.15
68638	REALITYWORKS INC	02/18/2016	211.00
68639	RED BALLOON BOOKSHOP	02/18/2016	135.08
68640	REGENTS OF THE UNIV OF MN	02/18/2016	395.00
68641	REHBEIN TRANSIT CO INC	02/18/2016	3,140.00
68642	REITELBACH, ADAM	02/18/2016	75.00
68643	RENTAL REHAB & REPAIR	02/18/2016	4,068.00
68644	REVENIG, SCOTT	02/18/2016	75.00
68645	RICE, ALLAN ORVILLE	02/18/2016	13.00
68646	RIGHTWAY GLASS INC	02/18/2016	245.00
68647	RIVERS, DARCY	02/18/2016	210.00
68648	ROBINSON, JOE	02/18/2016	81.00
68649	ROETTGER, DORIS	02/18/2016	19.00
68650	ROOF SPEC INC	02/18/2016	8,400.00
68651	ROSE CITY SIGN	02/18/2016	648.00
68652	RUIZ JR, ANTHONY R	02/18/2016	116.00
68653	RUPP ANDERSON SQUIRES & WALDSP	02/18/2016	3,785.60
68654	SAFETY-KLEEN CORP	02/18/2016	350.37
68655	SAIKO, KATHY	02/18/2016	15.30
68656	SCANTRON CORPORATION	02/18/2016	157.37
68657	SCHMECKPEPER, ELLIE	02/18/2016	17.00
68658	SCHOOL LIBRARY JOURNAL	02/18/2016	103.99
68659	SCHOOL SPECIALTY	02/18/2016	53.88
68660	SCHULZ, ERIC	02/18/2016	58.00
68661	SCHWANTES, JUSTIN	02/18/2016	137.00
68662	SEA LIFE MN INC	02/18/2016	338.50
68663	SEBCO BOOKS	02/18/2016	835.24
68664	SECTION 4AA	02/18/2016	337.00

Check Nbr	Vendor Name	Check Date	Check Amount
68665	SEEVER, GRAY	02/18/2016	165.00
68666	SERVEMN ACTION NETWORK	02/18/2016	1,000.00
68667	SKATETIME SCHOOL PROGRAMS	02/18/2016	1,905.00
68668	SMITH, BARBARA AV	02/18/2016	600.00
68669	SMITH, JENNIFER	02/18/2016	76.00
68670	SCHOOL NUTRITION ASSOC (SNA)	02/18/2016	30.00
68671	SCHOOL NUTRITION ASSOC (SNA)	02/18/2016	22.00
68672	SNAP-ON	02/18/2016	53.25
68673	SPENCER, DOROTHY	02/18/2016	22.10
68674	ST PAUL PUBLIC SCHOOLS	02/18/2016	40.00
68675	ST PAUL SAINTS	02/18/2016	350.00
68676	STAFSHOLT, ANGELIKAH	02/18/2016	39.10
68677	Vendor Continued Check	02/18/2016	0.00
68678	STAPLES ADVANTAGE	02/18/2016	4,032.30
68679	STATE SUPPLY CO	02/18/2016	503.83
68680	STEVE, KYLE R	02/18/2016	58.00
68681	SUMMIT COMPANIES	02/18/2016	1,222.26
68682	SVL SERVICE CORPORATION	02/18/2016	1,558.25
68683	THIELEN, DAWN ASHLEE	02/18/2016	76.00
68684	THURY, GREG	02/18/2016	143.00
68685	TOP 20 TRAINING LLC	02/18/2016	137.00
68686	TOSKEY, NANCY	02/18/2016	15.00
68687	TOSKEY, TERRY	02/18/2016	15.00
68688	TOWN LIFE	02/18/2016	1,215.00
68689	TRANE US INC	02/18/2016	645.00
68690	TREASURED TRANSPORTATION	02/18/2016	30,461.00
68691	TRIARCO	02/18/2016	153.78
68692	TWIN CITY TRANSPORTATION INC	02/18/2016	107,737.06
68693	UNIVERSAL ATHLETIC	02/18/2016	330.00
68694	THE UPS STORE #3299	02/18/2016	66.00
68695	US FOODS CULINARY EQUIP & SUPP	02/18/2016	208.11
68696	CITY OF VADNAIS HEIGHTS	02/18/2016	720.00
68697	VANDERBILT UNIVERSITY	02/18/2016	55.00
68698	VIKING ELECTRIC SUPPLY	02/18/2016	5,729.21
68699	VIKING INDUSTRIAL CENTER	02/18/2016	265.00
68700	VON FANGE, MICHAEL	02/18/2016	118.00
68701	WALTERS REBUILDERS	02/18/2016	249.95
68702	WARNER, GENE	02/18/2016	57.00
68703	WATERPARK OF AMERICA	02/18/2016	408.00
68704	WHITE BEAR FLORAL SHOP	02/18/2016	51.37
68705	WHITE BEAR GLASS INC	02/18/2016	2,562.00
68706	WHITE BEAR LAKE (CITY OF)	02/18/2016	30.96
68707	WBLA EDUCATIONAL FOUNDATION	02/18/2016	1,349.15
68708	WELCOME WAGON	02/18/2016	157.00
68709	WESTLUND, JILL	02/18/2016	1,133.00
68710	WILD MOUNTAIN	02/18/2016	1,360.00
68711	WILLIAMS, ANTHONY C	02/18/2016	162.00
68712	WOLLAN, JOSEPH M	02/18/2016	75.00
68713	XCEL ENERGY	02/18/2016	1,359.48
68714	XEROX FINANCIAL SERVICES	02/18/2016	330.34

Check Nbr	Vendor Name	Check Date	Check Amount
68715	ZAPPA'S SPORTING GOODS	02/18/2016	2,496.00
301	Computer	Check(s) For a Total of	1,048,645.44

Check Nbr	Vendor Name	Check Date	Check Amount
64665	THE SANNEH FOUNDATION	02/18/2016	0.00
65471	AVID CENTER	02/18/2016	0.00
65993	LORENZ BUS SERVICE INC	02/18/2016	0.00
67172	MACPHAIL CENTER FOR MUSIC	02/18/2016	0.00
67773	CRISIS PREVENTION INSTITUTE IN	02/18/2016	0.00
5	Manual	Check(s) For a Total of	0.00

	5	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	301	Computer	Checks For a Total of	1,048,645.44
Total For	306	Manual, Wire Tran, ACH &	Computer Checks	1,048,645.44
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,048,645.44

Check Nbr	Vendor Name	Check Date	Check Amount
	WIRE AMERICAN UNITED LIFE	02/23/2016	159,375.00
1	Wire Transfer	Check(s) For a Total of	159,375.00

	0	Manual	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Wire Transfer	Checks For a Total of	159,375.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	159,375.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	159,375.00

Check Nbr	Vendor Name	Check Date	Check Amount
0	BMO	02/24/2016	2,280.98
1	Manual	Check(s) For a Total of	2,280.98

	1	Manual	Checks For a Total of	2,280.98
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH &	Computer Checks	2,280.98
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	2,280.98

RESOLUTION FOR ACCEPTANCE OF GIFTS

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

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

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

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

AGENDA ITEM: **Acceptance of Gifts**
 MEETING DATE: **March 14, 2016**
 SUGGESTED DISPOSITION: **Operational Item**
 CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance and Operations**

Donation	Donor	Recipient
\$100	Joe and Mary Viavattine	White Bear Lake Area High School South Campus Band Program
\$100	Medtronic	White Bear Lake Area High School South Campus Band Program
\$500	Medtronic	White Bear Lake Area High School Theater Program
\$325	Michael and Sylvia Lovett	White Bear Lake Area High School Excellence Event
\$325	Honsa Family Funeral Home	White Bear Lake Area High School Excellence Event
\$325	Richard and Kathryn Cochrane	White Bear Lake Area High School Excellence Event
\$325	Dale Duthoy and Janet Newberg	White Bear Lake Area High School Excellence Event
\$1,000	White Bear Lake Area Educational Donation	White Bear Lake Area High School Excellence Event
\$325	Rotary eClub One	White Bear Lake Area High School Excellence Event
\$1,000	Mark Kraemer and Kathleen Marcauls-Kraemer	White Bear Lake Area High School
\$500	Vadnais Heights Lions Club	White Bear Lake Area High School National Honor Society Banquet
\$1,109.45	2016 Take Charge of Education	Central Middle School
Books for Media Center and classrooms	Rebecca Thompson	Lincoln Elementary School

Books for Media Center and classrooms	Carla Albrecht	Lincoln Elementary School
\$300	White Bear Lake Lions Club	White Bear Lake Area High School Student Athletics
\$985.29	Target – Take Charge of Education	Birch Lake Elementary
\$2,793.88	Target – Take Charge of Education	Oneka Elementary
\$3,000	The White Bear Lake Rotary Foundation	Week Without Walls Program
\$50	Carly Schmitt Brandelius	White Bear Lake Area High School Mary Dahle Leadership Scholarship
\$3,929	See attached	Community Services and Recreation Senior Program
Washer and dryer	Tim and Brenda Sweet	White Bear Lake Area High School Athletics Program
\$25	White Bear Lake American Legion Auxiliary 168	White Bear Lake Area High School National Honor Society
\$1,066.9	Lincoln Elementary School PTA	White Bear Lake Area High School Theater Projector Equipment
\$500	Vadnais Heights Lions Club	White Bear Lake Area High School National Honor Society
Thesauruses for fifth grade students	White Bear Lions Club	White Bear Lake Area Elementary Schools
\$200	Hugo Lions Club	White Bear Lake Area High School National Honor Society
\$131.25	MaryAnn Grogan	Central Middle School
\$35	Milissa Skjegstad	Central Middle School
\$500	Lake Area Bank On behalf of Casa de Esparanza	White Bear Lake Area High School Spanish Department
\$1,000	Sean Edstrom	White Bear Lake Area High School Adapted Softball

RECOMMENDATION: Accept donations.

Communtiy Services & Recreation
Donation to Senior Programming
July-November 2015

Communtiy Services & Recreation
Donation to Senior Programming
July-November 2015

GENERAL			MEALS ON WHEELS		
Stanley Faust		\$7.00	Debra Walker *		\$72.00
Phyllis Storberg		\$300.00	Laurence and Beverly Carlso \$		50.00
Richard and Mary Fosmer		\$25.00	Shirley Lockbeam \$		60.00
Phyllis Storberg	\$	250.00	Phyllis Benjamin		\$50.00
Judith Nelson	\$	25.00	Mike and Vera Jansen		\$100
Bev Gray *		\$250.00	Shirley Lockbeam		\$60.00
Collette and Tom Kelly	\$	25.00	Karen and Donald Forside		\$50
George and Beverly Slater		\$30.00	3M Foundation match for Gi \$		250.00
Rita Jacobs	\$	50.00	Carol Halvorson ** \$		250.00
Roger Rasmussen **	\$	2,000.00			
Sam's Club	\$	25.00			
<hr/>			<hr/>		
TOTAL	\$	2,987.00	TOTAL	\$	942.00

Thank you requested to the White Bear Area Lion's Club for their continued support

* Bev Gray for the Senior Center Cribbage Group

**Special thank you requested for Roger Rasmussen

Educational Fund for their on-going program support

* Debra Walker, Meals on Wheels Coordinator, donated 50 insulated lunch carriers to the Meals on Wheels program, total cost \$72.00 ** Carol Halvorson donated over 100 handmade cards to MOW

AGENDA ITEM: **Field Trip Requests**

MEETING DATE: **March 14, 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
April 1-3, 2016 Bemidji State University	Becky Lassila	White Bear Lake Archery	1/2	32-42	Total cost per student: \$142.00 Source of Revenue: fundraising and parent paid fees	School bus	Goal is to compete against other teams from MN, to develop and show our sportsmanship during and after the competition, to develop mentor relationships among team members, and continuation of classroom skills for math, communication.
May 11-15, 2016 KY Expo	Becky Lassila	White Bear Lake Archery	2	32	Total cost per student: \$460.00 Source of Revenue: fundraising and parent paid fees	Charter Bus	Goal is to compete against other teams from the USA, to develop and show our sportsmanship during and after the competition, to develop mentor relationships among team members and continuation of classroom skills for math, communication.

March 30-31 Northern Minnesota	Pamela Brown Carrie Kearney	7 th Grade U.S. History	2	48 (24 from each Middle School)	Total cost per student: None Source of Revenue: Grant from Minnesota Historical Society	Coach Bus	This trip comes out of our History partnership with the MN Historical society and the University of Minnesota.
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Recommendation: The administration recommends the School Board approve these field trips.

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

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

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

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

NON-LICENSED RESIGNATION/TERMINATION

SAMUEL BIVENS – Paraprofessional, High School – North Campus
Employed by District 624 since 01/08/2014
Effective Date Per Agreement: 01/19/2016

GARY BOCOCK – Field Technician
Employed by District 624 since 09/30/2002
Effective Date: 02/17/2016

EVELYN BRAINARD – Transportation Specialist
Employed by District 624 since 09/07/1984
Effective Date: 03/31/2016

LAURA CHURCHILL – Nurse Paraprofessional, Central Middle School
Employed by District 624 since 04/26/2013
Effective Date: 02/24/2016

LINDA HOLMES – Program Assistant Leader – Oneka Elementary
Employed by District 624 since 01/17/2007
Effective Date: 01/26/2016

BAILEE HUMPHREY – Paraprofessional, High School – North Campus
Employed by District 624 since 10/29/2015
Effective Date: 02/12/2016

HANNAH SCHOCHET – Cook, High School – North Campus
Employed by District 624 since 09/04/2007
Effective Date: 03/11/2016

TREVOR ROTH – Paraprofessional, Lakeaires Elementary
Employed by District 624 since 09/03/2013
Effective Date: 06/10/2016

KAREN SEVERSON – Transportation Specialist
Employed by District 624 since 08/13/2012
Effective Date: 02/26/2016

NON-LICENSED RETIREMENT

KAREN LARSON –Administrative Assistant – Activities, High School – South Campus
Employed by District 624 since 10/22/1990
Effective Date: 06/16/2016

LINDA LEICK – Cook, High School – South Campus
Employed by District 624 since 09/06/1988
Effective Date: 06/09/2016

DEBORAH SCHOENBERGER – Cook, Lakeaires Elementary
Employed by District 624 since 02/11/1980
Effective Date: 06/09/2016

LICENSED RESIGNATION/TERMINATION

RYAN CLARK – Phy. Ed./Health/DAPE Teacher, Central Middle School
Employed by District 624 since 01/15/2009
Effective Date: 02/24/2016

JOSEPHINE ROBINSON – Guidance Counselor, High School – South Campus
Employed by District 624 since 08/23/1999
Effective Date: 06/10/2016

TRACI ROUNDS –Social Worker, Vadnais Elementary, Sunrise Park Middle School
Employed by District 624 since 08/24/2015
Effective Date: 02/29/2016

ROBIN WALES – 1.0 FTE Special Education Teacher, Lincoln Elementary School
Employed by District 624 since 08/26/2010
Effective Date: 2016-2017 School Year

LICENSED RETIREMENT

KAREN BENJAMIN-BECK – Guidance Counselor, Golfview ALC
Employed by District 624 since 09/09/1986
Effective Date: 06/13/2016

CAROL HULTMAN –Science Teacher, Central Middle School
Employed by District 624 since 08/24/1972
Effective Date: 03/31/2016

MARGARET LUDKE – Language Arts Teacher, High School – North Campus
Employed by District 624 since 08/27/1985
Effective Date: 06/10/2016

REBECCA PETERSON – Intervention Teacher, Birch Lake Elementary
Employed by District 624 since 08/27/1990
Effective Date: 06/10/2016

NON-LICENSED CHANGE OF ASSIGNMENT

SUSANNE REIBEL – Level III Administrative Assistant Special Services to Level IV Administrative Assistant to Cabinet Member
Employed by District 624 since 08/20/1970
Effective Date: 02/01/2016

PATRICIA RIDLEY – Level IV Administrative Assistant to Cabinet Member to Level V Payroll Clerk
Employed by District 624 since 04/07/2014
Effective Date: 01/29/2016

LICENSED REQUEST FOR LEAVE OF ABSENCE

RACHEL CLARK – 1.0 FTE Business Teacher, High School – South Campus
Employed by District 624 since 08/24/2011
Effective Date: 2016-2017 School Year

KARLA CUMMINS – .2 FTE Social Studies Teacher, High School – South Campus
Employed by District 624 since 09/06/1996
Effective Date: 2016-2017 School Year

LORI FELTON – 1.0 FTE Grade 5 Teacher, Matoska International IB Elementary School
Employed by District 624 since 08/26/2010
Effective Date: 2016-2017 School Year

CARLA FINKE – 1.0 FTE Special Education Teacher, High School – North Campus
Employed by District 624 since 08/24/2000
Effective Date: 2016-2017 School Year

AMANDA JESKE – 1.0 FTE Language Arts Teacher, High School – North Campus
Employed by District 624 since 08/26/2009
Effective Date: 2016-2017 School Year

ERIN MAAS – 1.0 FTE Grade 3 Teacher, Oneka Elementary School
Employed by District 624 since 08/26/2004
Effective Date: 2016-2017 School Year

KATHERINE MANN – .85 FTE FACS Teacher, Sunrise Park Middle School
Employed by District 624 since 08/21/2013
Effective Date: March 2, 2016 through June 10, 2016

NICOLE MCGARTHWAITE – .2 FTE Social Studies Teacher, High School – South Campus
Employed by District 624 since 08/21/2008
Effective Date: 2016-2017 School Year

CATHERINE OLSON – .2 FTE Mathematics Teacher, High School – North Campus
Employed by District 624 since 08/24/1998
Effective Date: 2016-2017 School Year

HANNAH PADDOCK – 1.0 FTE Kindergarten Teacher, Hugo Elementary School

Employed by District 624 since 08/27/2009

Effective Date: 2016-2017 School Year

KELLY PICARD – 1.0 FTE Spanish Teacher, Sunrise Park Middle School

Employed by District 624 since 08/26/1993

Effective Date: 2016-2017 School Year

BELINDA POON – 1.0 FTE Grade 1 Teacher, Otter Lake Elementary School

Employed by District 624 since 08/26/2004

Effective Date: 2016-2017 School Year

LACEY SCHIELE – 1.0 FTE Grade Three Teacher, Oneka Elementary School

Employed by District 624 since 08/22/2012

Effective Date: 2016-2017 School Year

ANDREA SHOUP – 1.0 FTE Guidance Counselor, Central Middle School

Employed by District 624 since 08/23/2007

Effective Date: 2016-2017 School Year

KARI THALHUBER – Health Teacher, High School – North Campus

Employed by District 624 since 08/22/2002

Effective Date: 2016-2017 School Year

LORA ZWONITZER – 1.0 FTE Grade 5 Teacher, Otter Lake Elementary School

Employed by District 624 since 08/21/1986

Effective Date: 2016-2017 School Year

NON-LICENSED EMPLOYMENT

AMY HEUER – Pupil Support Assistant, High School – North Campus

\$17.30 / hr., 6.5 hrs. / 67 days \$7,534.15

Effective Date: 02/29/2016

MATRACA MCKAY – Program Assistant Leader, Oneka Elementary and Otter Lake Elementary

\$12.92/ hr., 5.5 hrs. / 112 days \$7,958.72

Effective Date: 01/27/2016

STEVEN TESSIER – Pupil Support Assistant, High School – North Campus

\$17.30 / hr., 6.5 hrs. / 70 days \$7,871.50

Effective Date: 02/24/2016

KELLY ZDON – Pupil Support Assistant, High School – North Campus

\$17.30 / hr., 6.5 hrs. / 72 days \$8,096.40

Effective Date: 02/22/2016

LICENSED EMPLOYMENT

CLARE KAZMIERCZAK – .5 FTE EL Teacher, Willow Lane Elementary
MA, Step 10 \$4,852.64 (\$61,732 pro-rated)
Effective Date: February 29, 2016 – April 15, 2016

VANESSA SCHULTE – .6 FTE School Social Worker, District Wide
MA, Step 4 \$11,004.05 (\$49,077 pro-rated)
Effective Date: February 29, 2016

LICENSED EMPLOYMENT - LONG TERM SUBSTITUTE

KATRINA BELZER – 1.0 FTE EL Teacher, Sunrise Park Middle and High School – South Campus
BA, Step 1, \$11,439.35 (\$40,350 pro-rated)
Effective Date: March 28, 2016 – June 10, 2016

SHANNA EBERHARD – 1.0 FTE Special Education Teacher, Otter Lake Elementary School
MA, Step 12, \$8,444.17 (\$66,865 pro-rated)
Effective Date: March 1, 2016 - April 8, 2016

RACHEL ECKERT – Science Teacher, Sunrise Park Middle School
BA, Step 1 \$6,551.67 (Pro-rated on \$40,350)
Effective Date: February 8, 2016 – March 18, 2016

CARLY JERRY – 1.0 FTE Health/Phy. Ed./DAPE Teacher, Central Middle School
BA, Step 1 \$15,703.25 (\$40,350 pro-rated)
Effective Date: February 22, 2016 – June 10, 2016

KRISTINA SCHERBER – .85 FTE FACS Teacher, Sunrise Park Middle School
MA, Step 1, \$14,983.61 (44,858 pro-rated)
Effective Date: March 1, 2016 – June 10, 2016.

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: **Nutrition Services Update**

MEETING DATE: **March 14, 2016**

SUGGESTED DISPOSITION: **Information Item**

CONTACT PERSON(S): **Dr. Wayne A. Kazmierczak, Assistant Superintendent
for Finance & Operations**
Bridget Lehn, Nutrition Services Coordinator

BACKGROUND:

March is National Nutrition Month and provides a timely opportunity to highlight some of the exciting changes that have occurred with White Bear Lake Area Schools Nutrition Services Department. Bridget Lehn was hired this past summer as the district's Nutrition Services Coordinator. For several years prior to Ms. Lehn joining White Bear Lake, the district shared a Nutrition Services Coordinator with Roseville Area Schools. Under Ms. Lehn's leadership, White Bear Lake's Nutrition Services Department has made several significant improvements. Attached please find a summary of some of these changes.

Attachment

White Bear Lake Area Schools
Nutrition Services Department Update, March 2016
Bridget Lehn, Nutrition Services Coordinator

Exciting things are happening in Nutrition Services! Fruit and vegetable offerings have increased and the variety is now included for all to see on the district's new, interactive online menu system. After viewing the increased offerings and new menu for the first time, one parent described the options as looking "GREAT!" and her kids were excited to see some of their favorites added. She included that her 9-year-old even said "Do I get to have some of each thing on here? I will need a bigger tray!" A new menu program, Nutrislice, was launched in September 2015 with a goal of providing better information for students and families. Families can go online or use the new mobile app to view what is for breakfast and lunch, nutrition facts, food descriptions and photos. They are also able to comment and rate food items. The menus can be translated into more than 25 different languages.

The district went "green" in January by routing all parents to the online menus instead of sending out paper copies. The site usage report for January is quite impressive, indicating that 85% of our students and families viewed Nutrislice menus through the regular website and through the new app. Menus are linked to the district's website through Quick Links or on the Nutrition Services page. Through the district's website or the menu page, families may directly access Fee Pay, the district's comprehensive online payment system. Here parents can add money to student meal accounts, and they can also view account activity and set up reminders for low balance or add automatic payments. The interactive menu also allows Nutrition Services to promote our important partnership with Bear Power. We are looking forward to adding more program marketing tools through this system, such as providing information on which foods are local, house-made or vegetarian. This year, our largest local offering was that from Pine Tree Apple Orchard in White Bear Lake. We used a total of 359 cases of apples from September to December.

The Nutrition Services Department strives to get student input on menu items. Students on the Superintendent Advisory Committee have provided valuable insight, and more opportunities are available for student input on the menu; for example, a breakfast smoothie taste test was just completed at Sunrise Middle School. New menu items have or will soon appear as a result of student feedback. Examples include: General Tso Chicken with house-made fried rice; hot ham and cheese sandwiches; baked, whole grain onion rings; homemade quesadillas at the elementary schools; a new brunch for lunch option; and a cheese calzone. All schools have a vegetarian choice daily, including a salad bar at secondary schools.

As we transition from National Nutrition Month (March) into Earth Day (April 22), it bears mentioning that in partnership with the district's facilities department, the district is once again using reusable lunch trays at every site and a brand new dish machine was installed at Sunrise Middle School. Grant opportunities have allowed the purchase and installation of five new, energy star rated ovens at ALC, Birch Lake Elementary, and Willow Lane Elementary. Updated equipment continues to be a priority for increased quality of food and energy efficiency. The number one goal remains: To offer tasty and nutritious food that students are excited about. Students are encouraged to eat complete meals at both breakfast and lunch so they can stay engaged throughout the school day.

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **March 14, 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

AGENDA ITEM: **School Board Policy 101, Legal Status of the School District**
MEETING DATE: **March 14, 2016**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

BACKGROUND:

School Board Policy 101, Legal Status of the School District, was reviewed by the School Board Policy Committee and Cabinet.

Purpose of this policy: A primary principle of this nation is that the public welfare demands an educated and informed citizenry. The power to provide for public education is a state function vested in the state legislature and delegated to local school districts. The purpose of this policy is to clarify the legal status of the school district.

There were no changes to this policy.

RECOMMENDATION:

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

Adopted: November 13, 1995

White Bear Lake Area School Board Policy #101

Revised: January 10, 2005

Revised: October 8, 2012

101 LEGAL STATUS OF THE SCHOOL DISTRICT

I. PURPOSE

A primary principle of this nation is that the public welfare demands an educated and informed citizenry. The power to provide for public education is a state function vested in the state legislature and delegated to local school districts. The purpose of this policy is to clarify the legal status of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The school district is a public corporation subject to the control of the legislature, limited only by constitutional restrictions. The school district has been created for educational purposes.
- B. The legislature has authority to prescribe the school district's powers and privileges, its boundaries and territorial jurisdictions.
- C. The school district has only the powers conferred on it by the legislature; however, the school district's authority to govern, manage, and control the school district, to carry out its duties and responsibilities, and to conduct the business of the school district includes implied powers in addition to any specific powers granted by the legislature.

III. RELATIONSHIP TO OTHER ENTITIES

- A. The school district is a separate legal entity.
- B. The school district is coordinate with and not subordinate to the counties in which it is situated.
- C. The school district is not subservient to municipalities within its territory.

IV. POWERS AND AUTHORITY OF THE SCHOOL DISTRICT

- A. Funds
 - 1. The school district, through its school board, has authority to raise funds for the operation and maintenance of its schools, and authority to manage and expend such funds, subject to applicable law.
 - 2. The school district has wide discretion over the expenditure of funds under its control for public purposes, subject to the limitations provided by law.

3. School district officials occupy a fiduciary position in the management and expenditure of funds entrusted to them.

B. Raising Funds

1. The school district shall, within the limitations specified by law, provide by levy of tax necessary funds for the conduct of schools, payment of indebtedness, and all proper expenses.
2. The school district may issue bonds in accordance with the provisions of Minn. Stat. Ch. 475, or other applicable law.
3. The school district has authority to accept gifts and donations for school purposes, subject to applicable law.

C. Property

1. The school district may acquire property for school purposes. It may sell, exchange, or otherwise dispose of property which is no longer needed for school purposes, subject to applicable law.
2. The school district shall manage its property in a manner consistent with the educational functions of the district.
3. The school district may permit the use of its facilities for community purposes which are not inconsistent with, nor disruptive of, its educational mission.
4. School district officials hold school property as trustees for the use and benefit of students, taxpayers and the community.

D. Contracts

1. The school district is empowered to enter into contracts in the manner provided by law.
2. The school district has authority to enter into installment purchases and leases with an option to purchase, pursuant to Minn. Stat. § 465.71 or other applicable law.
3. The school district has authority to make contracts with other governmental agencies and units for the purchase, lease or other acquisition of equipment, supplies, materials, or other property, including real property.
4. The school district has authority to enter into employment contracts. As a public employer, the school district, through its designated representatives, shall meet and negotiate with public employees in an appropriate bargaining unit and enter into written collective bargaining agreements with such employees, subject to applicable law.

E. Textbooks, Educational Materials, and Studies

1. The school district, through its school board and administrators, has the authority to determine what textbooks, educational materials, and studies should be pursued.
2. The school district shall establish and apply the school curriculum.

F. Actions and Suits

The school district has authority to sue and to be sued.

Legal References: Minn. Const. art. 13, § 1
Minn. Stat. Ch. 123B (School Districts, Powers and Duties)
Minn. Stat. Ch. 179A (Public Employment Labor Relations)
Minn. Stat. § 465.035 (Conveyance or Lease of Land)
Minn. Stat. §§ 465.71; 471.345; 471.6161; 471.6175; 471.64 (Rights, Powers, Duties of Political Subdivisions)
Minnesota Association of Public Schools v. Hanson, 287 Minn. 415, 178 N.W.2d 846 (1970)
Independent School District No. 581 v. Mattheis, 275 Minn. 383, 147 N.W.2d 374 (1966)
Village of Blaine v. Independent School District No. 12, 272 Minn. 343, 138 N.W.2d 32 (1965)
Huffman v. School Board, 230 Minn. 289, 41 N.W.2d 455 (1950)
State v. Lakeside Land Co., 71 Minn. 283, 73 N.W.970 (1898)

Cross References: WBLASB Policy 201 (Legal Status of School Board)
WBLASB Policy 603 (Curriculum Development)
WBLASB Policy 604 (Instructional Curriculum)
WBLASB Policy 606 (Textbooks and Instructional Materials)
WBLASB Policy 705 (Investments)
WBLASB Policy 706 (Acceptance of Gifts)
WBLASB Policy 801 (Equal Access to Facilities of Secondary Schools)
MSBA Service Manual, Chapter 3, Employee Negotiations
MSBA Service Manual, Chapter 13, School Law Bulletin "F" (Contract and Bidding Procedures)

AGENDA ITEM: **School Board Policy 101.1, Name of School District**
MEETING DATE: **March 14, 2016**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

BACKGROUND:

School Board Policy 101.1, Name of School District, was reviewed by the School Board Policy Committee and Cabinet.

The purpose of this policy is to clarify the name of the school district.

There were no changes to this policy.

RECOMMENDATION:

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

Adopted: December 10, 2001
Revised: _____

White Bear Lake Area School Board Policy #101.1

101.1 NAME OF THE SCHOOL DISTRICT

I. PURPOSE

The purpose of this policy is to clarify the name of the school district.

II. GENERAL STATEMENT OF POLICY

Pursuant to statute, the official name of the school district is ***Independent School District No. 624***. However, the school district is often referred to by other informal names. In order to avoid confusion and to encourage consistency in school district letterheads, signage, publications and other materials, the school board intends to establish a uniform name for the school district.

III. UNIFORM NAME

- A. The name of the school district shall be **White Bear Lake Area Public Schools**.
- B. The name specified above may be used to refer to the school district and may be shown on school district letterheads, signage, publications and other materials.
- C. In official communications and on school district ballots, the school district shall be referred to as Independent School District No. 624 White Bear Lake Area Public Schools, but inadvertent failure to use the correct name shall not invalidate any legal proceeding or matter or affect the validity of any document.

Legal References: Minn. Stat. §122.02 (Classes, Number)

Cross References:

AGENDA ITEM: **School Board Policy 102, Equal Educational Opportunity**
MEETING DATE: **March 14, 2016**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

BACKGROUND:

School Board Policy 102, Equal Educational Opportunity, was reviewed by the School Board Policy Committee and Cabinet.

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

A few minor changes were made to this policy.

RECOMMENDATION:

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

Adopted: November 13, 1995
Revised: December 10, 2001

White Bear Lake Area School Board Policy #102

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 school district's policy 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, 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 based on any of the categories 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 to comply with this policy.
- E. Any student, parent or guardian having any questions regarding this policy should discuss it with the 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: **School Board Policy 103, Complaints – Student, Employees, and Parents**

MEETING DATE: **March 14, 2016**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

School Board Policy 103, Complaints – Students, Employees, and Parents, was reviewed by the School Board Policy Committee and Cabinet.

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

A few minor changes were made to this policy.

RECOMMENDATION:

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

103 COMPLAINTS - STUDENTS, EMPLOYEES, PARENTS, OTHER PERSONS

I. PURPOSE

The school district takes seriously all concerns or complaints by students, employees, parents or other persons. If a specific complaint procedure is provided within any other policy of the school district, the specific procedure shall be followed in reference to such a complaint. If a specific complaint procedure is not provided, the purpose of this policy is to provide a procedure that ~~may~~ must be used.

II. GENERAL STATEMENT OF POLICY

- A. Students, parents, employees or other persons may report concerns or complaints to the school district. While written reports are encouraged, a complaint may be made orally. Any employee receiving a complaint shall advise the principal or immediate supervisor of the receipt of the complaint. The supervisor shall make an initial determination as to the seriousness of the complaint and whether the matter should be referred to the superintendent. A person may file a complaint at any level of the school district; i.e., principal, superintendent or school board. However, persons are encouraged to file a complaint at the building level when appropriate.
- B. Depending upon the nature and seriousness of the complaint, the supervisor or other administrator receiving the complaint shall determine the nature and scope of the investigation or follow-up procedures. If the complaint involves serious allegations, the matter shall promptly be referred to the superintendent who shall determine whether an internal or external investigation should be ~~provided~~ conducted. In either case, the superintendent shall determine the nature and scope of the investigation and designate the person responsible for the investigation or follow-up relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate administrator concerning the status or outcome of the matter.
- C. The appropriate administrator shall respond in writing to the complaining party concerning the outcome of the investigation or follow-up, including any appropriate action or corrective measure that was taken. The superintendent shall be copied on the correspondence and consulted in advance of the written response when appropriate. The response to the complaining party shall be consistent with the rights of others pursuant to the applicable provisions of Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) and ~~or~~ other law.

- Legal References:*** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
- Cross References:*** WBLASB Policy 206 (Public Participation in School Board Meetings/
Complaints about Persons at School Board Meetings and Privacy
Considerations
WBLASB Policy 403 (Discipline, Suspension and Dismissal of School
District Employees)
WBLASB Policy 413 (Harassment and Violence)
WBLASB Policy 514 (Bullying Prohibition)
MSBA Service Manual, Chapter 13, School Law Bulletin "I" (School
Records-Privacy-Access to Data)

E. OPERATIONAL ITEMS

AGENDA ITEM: **Proposed School Calendars for 2016-17 and 2017-18**

MEETING DATE: **March 14, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

In January of 2016, the calendar committee met to consider a draft of the school calendar for the 2016-2017 school year. In addition, a calendar survey was sent to staff and parents regarding general issues and dates in the calendar. Further consultation with union leadership and principals subsequent to the proposed calendar shared at February's meeting resulted in additional revisions included in these calendars.

The 2016-17 calendar consists of 172 student days; 186 work days and eight paid holidays for a total of 194 paid days for teachers. The first day for students is September 6, 2016, and the last day for students is June 8, 2017, in the 2016-2017 school calendar. The first day for students is September 5, 2017, and the last day for students is June 7, 2018, in the 2017-2018 school calendar.

The following changes were made to the proposed 2016-17 calendar after our February meeting:

- August 29 - Convocation date
- September 6-7 - Kindergarten Orientation
- February 20 – No school – Presidents Day
- May 29 – Memorial Day

The administration will finalize K-5 parent-teacher conferences time after completing the review process with all elementary school staff.

We have attached copies of proposed calendars for both the 2016-2017 and 2017-2018 school years.

RECOMMENDATION:

We recommend that the School Board approve the calendars as presented.

2016-17 **CALENDAR**

White Bear Lake Area Schools

August 22-23New Teacher Orientation
 August 29-30.....Teacher Work and Staff Development
 August 29.....Convocation
 September 1.....Teacher Work and Staff Development
 September 5No School - Labor Day
 September 6First Day of School (Grades 1-12)
 September 6-7Kindergarten Orientation
 September 8First Day of School (K & K+)
 October 20-21.....No School - Education Minnesota Conference
 November 7End of First Quarter
 November 21*Non Student Day—Parent Conference PM (PreK-12+)
 November 22*Non Student Day—Parent Conference PM (PreK-12+)
 November 23-25.....No School - Thanksgiving Break
 December 23-30.....No School - Winter Break
 January 2No School - Winter Break
 January 16No School - MLK, Jr. Day
 January 25End of Second Quarter
 End of First Semester
 January 26-27.....Non Student Days*
 February 20No School - Presidents Day
 March 7Parent Conference PM (6-12+)
 March 9Parent Conference PM (6-12+)
 March 13-17.....No School - Spring Break
 April 6.....End of Third Quarter
 April 7.....*Non Student Day
 April 14.....No School
 May 29No School - Memorial Day
 June 8Last Day of School (All Students)
 End of Fourth Quarter
 End of Second Semester
 June 9Graduation

* Non Student Days—Staff engage in curriculum work, professional learning and instructional delivery, assessment reporting, conferences and communication with parents.

We are reviewing elementary conference dates with each elementary site. They will be finalized and identified by March 18, 2016.

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 First/Last Day of School
 End of Quarter/Semester

 No School for Students
 District Center Closed

 Parent/Teacher Conference/Communication

WB 2017-18 CALENDAR

White Bear Lake Area Schools

September 5.....First Day of School (Grades 1-12)

September 7First Day of School (K & K+)

October 19-20.....No School - Education Minnesota Conference

November 23-24.....No School - Thanksgiving Break

December 22-29.....No School - Winter Break

January 1.....No School - Winter Break

January 15.....No School - MLK, Jr. Day

February 19.....No School - Presidents Day

March 12-16.....No School - Spring Break

May 28.....No School - Memorial Day

June 7.....Last Day of School (All Students)

End of Fourth Quarter

End of Second Semester

June 8.....Graduation

* Non Student Days—Staff engage in curriculum work, professional learning and instructional delivery, assessment reporting, conferences and communication with parents.

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

No School for Students
District Center Closed

Parent/Teacher Conference/Communication

AGENDA ITEM: **Tentative Agreement – 2015-17 Contract
White Bear Lake Administrators’ Association**

MEETING DATE: **March 14, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

The District has reached a tentative agreement with the Administrators’ Association representing the four Community Education Coordinators of White Bear Lake Area Schools.

The unit ratified the tentative agreement in February, for 2015-2016 and 2016-2017.

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

Dr. Kazmierczak will be available to answer questions.

RECOMMENDATION:

Approve the proposed 2015-2016 and 2016-2017 Master Agreement with the Administrators’ Association representing the four Community Education Coordinators 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

AGENDA ITEM: **Approval of Bid—Lakeaires Elementary Roof Project**

MEETING DATE: **March 14, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Attached please find a tabulation of the bids received for work related to the Lakeaires Elementary roofing project. The project is included in the District's 10-year long-term facilities maintenance plan and will be funded using proceeds from the issuance of long-term facilities maintenance bonds. After reviewing the information with the district's engineer for the project, Roof Spec, Inc., it is recommended that the project be awarded to John A. Dalsin & Son, Inc. as follows:

Lakeaires Elementary Roof Project	Amount
Base Bid (Areas A, B, D, E & F)	\$515,911

Recommendation: Move to accept the bid for the Lakeaires Elementary roof project submitted by John A. Dalsin & Son, Inc. in the amount of \$515,911.

**WHITE BEAR LAKE AREA SCHOOLS
BID TABULATION**

Building/Site: Lakeaires Elementary

Project Description: Roof Replacement Project

Bid Opening: February 25, 2016 at 2:00 p.m.

Company	Base Bid (Areas A, B, D, E & F)	Bid Bond	Responsible Contractor Certificate (MN Statute 16C.285)	Addendum 1 & 2 Received
John A. Dalsin & Son, Inc	\$515,911	Yes	Yes	Yes
Flynn Midwest LP	\$519,916	Yes	Yes	Yes
Palmer West Construction	\$520,600	Yes	Yes	Yes
Berwald Roofing	\$544,900	Yes	Yes	Yes
Peterson Brothers Roofing	\$594,670	Yes	Yes	Yes
Central Roofing Company	\$758,400	Yes	Yes	Yes

AGENDA ITEM: **Approval of Bid—Birch Lake Elementary Roof Project**

MEETING DATE: **March 14, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Attached please find a tabulation of the bids received for work related to the Birch Lake Elementary roofing project. The project is included in the District's 10-year long-term facilities maintenance plan and will be funded using proceeds from the issuance of long-term facilities maintenance bonds. After reviewing the information with the district's engineer for the project, Roof Spec, Inc., it is recommended that the project be awarded to Flynn Midwest LP as follows:

Birch Lake Elementary Roof Project	Amount
Base Bid	370,338
Addition 1	83,565
Addition 2	158,858
Total	\$612,761

Recommendation: Move to accept the bid for the Birch Lake Elementary roof project submitted by Flynn Midwest LP in the amount of \$612,761 (Base Bid and Additions 1 and 2).

**WHITE BEAR LAKE AREA SCHOOLS
BID TABULATION**

Building/Site: Birch Lake Elementary

Project Description: Roof Replacement Project

Bid Opening: February 25, 2016 at 2:00 p.m.

Company	Base Bid (Areas A1, A2 & D)	Addition 1 (Area E)	Addition 2 (Areas B & B2)	Total	Bid Bond	Responsible Contractor Certificate (MN Statute 16C.285)	Addendum 1 & 2 Received
Flynn Midwest LP	370,338	83,565	158,858	\$612,761	Yes	Yes	Yes
Palmer West Construction	375,500	105,800	173,970	\$655,270	Yes	Yes	Yes
Peterson Brothers Roofing	428,100	116,825	181,600	\$726,525	Yes	Yes	Yes
Berwald Roofing	431,200	126,500	191,400	\$749,100	Yes	Yes	Yes
John A. Dalsin & Son, Inc.	464,610	108,058	186,150	\$758,818	Yes	Yes	Yes
Central Roofing Company	662,400	144,000	292,700	\$1,099,100	Yes	Yes	Yes

AGENDA ITEM: **School Board Policy 614, School District Testing Plan and Procedure**

MEETING DATE: **March 14, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 614, School District Testing Plan and Procedure, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in February, and is being recommended for elimination. The information is in the same format as it was at the February 2016 Board meeting.

Administration is recommending the elimination of Policy 614 because changes in Minnesota law make the policy unnecessary. MSBA notes that *“with the repeal of the graduation-required assessment for diploma (GRAD), school districts are no longer required to comply with any of the provisions of this policy.”* The Minnesota Department of Education (MDE) oversees and communicates testing protocols. Policy 618, attached, requires us to follow processes established by the MDE.

RECOMMENDATION:

To take action to remove School Board Policy 614, School District Testing Plan and Procedure, from our School Board policy list.

Adopted: September 8, 1997

Revised: June 11, 2001

Revised: May 9, 2005

Revised: April 11, 2011

Revised: March 12, 2012

*White Bear Lake Area
School Board Policy 614*

614 SCHOOL DISTRICT TESTING PLAN AND PROCEDURE

[Note: With the repeal of the graduation-required assessment for diploma (GRAD), school districts no longer are required to comply with any of the provisions of this policy.]

I. PURPOSE

The purpose of this policy is to set forth the school district's testing plan and procedure.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to implement procedures for testing, test security, reporting, documentation, notification to students and parents and student record keeping in accordance with Minnesota law.

III. DUTIES OF SCHOOL DISTRICT TEST ADMINISTRATOR

The school district test administrator as named in Policy 613, Graduation Requirements, shall be responsible for creating a plan that demonstrates adherence to procedures for testing, test security, reporting, documentation and notification to students and parents and student recording keeping in relation to the state tests required for graduation. The plan will be developed in accordance with Minnesota law, rule, and regulation. preparing and presenting annually to the school board for approval, and overseeing the publishing of, the basic requirements of a test administration plan. The school district test administrator shall file the plan with the Minnesota Department of Education (MDE) and deliver the plan to all households in the school district by October 15 of each year. The plan shall include, at a minimum, the following:

A. The graduation requirements;

B. The number of opportunities a student shall have to retake tests of basic requirements during each year;

C. The opportunities for remediation for a student who has not passed tests of basic requirements;

D. The process for requesting an additional testing opportunity and accommodations for a senior who has met all other graduation requirements but has not passed one or more basic requirements;

E. The process for appealing the school district's response to requests in item D.; and

F. The method to report breaches in test security procedures to the school district and MDE.

IV. TEST SECURITY

A. Security Requirements.

1. When administering a graduation required assessment for diploma (GRAD) tests for the basic requirements, the school district must shall observe the following test security measures in addition to any requirements imposed by MDE:

a. All test booklets, answer sheets, and test materials must be secured, either physically or electronically, shall be placed in locked storage before and after the test administration; and

b. All testing materials are nonpublic data under Minn. Stat. § 13.34. The tests, testing materials, and answer sheets are nonpublic data under Minn. Stat. § 13.34; and

c. No copies of test booklets or answer sheets shall be made.

2. When administering a graduation-required assessment for diploma (GRAD), the school district must observe the following test security measures:

a. All test materials must be secured, either physically or electronically, before and after the test administration;

b. All testing materials are nonpublic data under Minn. Stat. § 13.34; and

c. A student is required to present valid photo identification before being admitted to the testing site if:

(1) the student is not enrolled in the testing district; or

(2) the student is unknown to the test proctor.

2.3. The school district must report any known violations of test security to MDE which must accept reports of violations of test security from anyone with knowledge of such an incident.

B. Security Violations. MDE shall investigate any reported incidents of breaches in test security. The consequences of a violation of test security may include:

1. The invalidation of test scores if a violation is found to justify serious questions about the integrity of the results of the test administration; or
2. Other reasonable sanctions that are necessary to preserve the security and confidentiality of future tests and test administrations.

V. SCHOOL DISTRICT REPORTING TO MDE AND THE PUBLIC

A. The school district shall report the information specified below to MDE annually by October 15 in a format to be determined by MDE.

B. The school district shall prepare and disseminate annually by October 15 a public report of the information specified below through the official newspaper or through publications sent to all households in the school district.

C. The reports required above shall include:

1. The number of students enrolled at each grade level 9 through 12 according to the end of the year Minnesota Automated Reporting Student System (MARSS) report;
2. The number of students at each grade level 9 through 12 passing each basic requirement at the state standard level;
3. The number of students at each grade level 9 through 12 passing each basic requirement at an individualized level under an IEP or a Section 504 accommodation plan;
4. The number of students at each grade level 9 through 12 passing tests in each basic requirement with tests that have been translated into a language other than English;
5. The number of students at each grade level 9 through 12 exempt from testing in each basic requirement; and
6. For grade 12 of the previous year only, the number of students currently denied a high school diploma because of not passing the state standard for

a basic requirement when all other graduation requirements have been met.

VI. REQUIRED DOCUMENTATION FOR PROGRAM AUDIT

The school district shall maintain records necessary for program audits conducted by the MDE. The records must include documentation that:

- A. Required notifications to parents and students meet the requirements of Minnesota Rules, Parts 3501.0120 and 3501.1120;
- B. Required student records meet the requirements of Minnesota Rules, Parts 3501.0130 and 3501.1130;
- C. The school district's process for additional testing of students meets the requirements of Minnesota Rules, Part 3501.0050.
- D. Test security procedures comply with Minnesota Rules, Parts 3501.0150 and 3501.1150;
- E. The school district's decisions and processes regarding testing accommodations, modifications, and granting exemptions are in compliance with Minnesota Rules, Parts 3501.0090, 3501.0100, and 3501.1180;
- F.** The school district's curriculum and instruction provides appropriate learning opportunities in the basic requirements in compliance with Minn. Rules Part 3501.0110 and state graduation requirements in compliance with Minn. Rules Part 3501.1110;
- F.G.** Remediation plans for students are on file consistent with Minnesota Rules, Parts 3501.0110 and 3501.1110;
- H.** The basic requirements test administration plan complies with Minn. Rules Part 3501.0140, subpart 2, and the GRAD administration plan complies with Minn. Rules Part 3501.1140;
- G.I.** The documentation for students granted accommodations or exempted from testing complies with Minn. Rules, Parts 3501.0090 and 3501.1190;
- H.J.** The assessments and documentation of performance for students granted modifications of statewide standards comply with Minn. Rules Part 3501.0090, subpart 2, item C, and 3501.1190; and

- L.K.** The school district's process for testing considerations for limited English proficiency students complies with Minnesota Rules, Part 3501.0100.

VII. REQUIRED NOTIFICATION TO PARENTS AND STUDENTS

- A. Written Notice. The school district shall establish and maintain a system to provide written notice to parents and students about graduation requirements.
- B. Notice of Graduation Requirements.
1. No later than thirty (30) working days after the date of the entrance into grade 9 or transfer of a student into the school district during or after grade 9, the school district shall provide to the parents and the student written notice of:
 - a. The graduation requirements; and
 - b. The grade in which the student shall have the first opportunity to take a test in a **basic** requirement.
 2. The school district shall provide parents and students with annual written notice of the grade in which the student will have the first opportunity to take a GRAD. The school district shall provide written notice to parents and students of GRAD results no later than sixty (60) days after the district receives the results of a GRAD. After the date of receiving test results, students must have a minimum of six (6) weeks for remediation before the next testing opportunity.
- C. Notice of Test Results and Remediation Opportunities. The school district shall provide no later than ninety (90) days after a student takes a test of basic requirements, written notice to the parents and the student of:
1. Basic requirements test results; and
 2. Consistent with Minn. Rules Part 3501.0050, subpart 3, if the student is in the graduating year:
 - a. The process by which a parent or student can request additional testing and testing accommodations after April 1; and
 - b. The process by which a parent or student can appeal the school district's decision if additional testing or testing accommodation is denied.

- ~~C.D.~~ Notice Pertaining to Adequate Yearly Progress. If the school district is proposed for identification for school improvement, for corrective action, or for restructuring by the MDE, the school district shall provide to parents of students in the school district sufficiently detailed summary data of its academic assessments or other academic indicators reviewed to determine whether the school is making adequate yearly progress to permit parents to appeal MDE's proposal.

VIII. STUDENT RECORD KEEPING

- A. Test Results. The school district shall keep a record on each student that includes:

1. The basic requirements tests taken;
2. The results of the most recent basic requirements tests given;
- ~~1.3.~~ The GRADs taken; and
- ~~2.4.~~ The results of the most recent GRAD given.

- B. Student Progress. Individual student progress shall be reported on a student record as described below.

1. ~~"Pass" or "p" must~~ "Pass-state level" shall be noted on the record of a student who passes a GRAD basic requirement test under standard conditions or with an accommodation. The records for students passing with an accommodation shall not be different from the records of students passing the test under standard conditions.
2. "Pass-individual level" shall be noted on the record of a student who passes a basic requirement test with a modification established in the IEP or Section 504 accommodation plan in accordance with Minn. Rules Part 3501.0090.
3. "Pass-translation" shall be noted on the record of a student who passes a basic requirement test that has been translated into a language other than English and has not been validated by the state as a state test with a set passing score.
4. "Exempt" shall be noted on the record of a student who has been exempted from a basic requirement test.
5. "Pass" or "p" must be noted on the record of a student who passes a GRAD under standard conditions or with an accommodation.

2-6.

“Pass” or “p” must also be noted on the record of a student who passes a GRAD with a modification established in the IEP or Section 504 accommodation plan in accordance with Minn. Rules Part 3501.1190. This notation is also used as a GRAD notation for any other modified or alternate assessment used for accountability purposes for students with disabilities. The records for students passing with an accommodation or a modification or who pass an alternate assessment must not differ from the records of students passing the test under standard conditions.

Legal References:

Minn. Stat § 13.34 (Examination Data)
Minn. Stat § 120B.11 (School District Process)
Minn. Stat § ~~123B.30~~ 120B.30 (Statewide Testing and Reporting System)
Minn. Stat § 120B.36, Subd. 2 (Adequate Yearly Progress)
Minn. Rule Parts 3501.0010 – 3501.0180 (Graduation Standards – Mathematics and Reading) (~~repealed Minn. L. 2013, Ch. 116, Art. 2, § 22~~)
Minn. Rule Parts 3501.0200 – 3501.0290 (Graduation Standards – Written Composition) (~~repealed Minn. L. 2013, Ch. 116, Art. 2, § 22~~)
Minn. Rules Parts ~~3501.0505-3501.0550 (Graduation Standards – 3501.0640-3501.0655 (Academic Standards for Language Arts)~~
Minn. Rules Parts 3501.0700-3501.0745 (~~Graduation Academic Standards for~~ Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (~~Graduation Academic Standards for the~~ Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (~~repealed Minn. L. 2013, Ch. 116, Art. 2, § 22~~)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References:

WBLASB Policy 601 (School District Curriculum and Instruction Goals)
WBLASB Policy 613 (Graduation Requirements)
WBLASB Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plan and LEP Students)
WBLASB Policy 616 (School District System Accountability)

AGENDA ITEM: **School Board Policy 616, School District System Accountability**

MEETING DATE: **March 14, 2016**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 616, School District System Accountability, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in February, and is being presented in the same format as it was at the February 8, 2016 Board meeting.

The purpose of this policy is to focus public education strategies on a process which promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding the implementation of the Minnesota K-12 Academic Standards and federal guidelines.

Administration recommends updating Policy 616 to align with *World's Best Workforce* requirements. Policy requirements have been removed that are no longer in statute, including *Profile of Learning* and *Requirement of Annual Report*.

RECOMMENDATION:

To approve School Board Policy 616, School District System Accountability, in the same format that it was presented at the February, 2016 meeting.

Adopted: October 13, 1997

Revised: May 26, 1998

Revised: June 11, 2001

Revised: May 9, 2005

Revised: December 14, 2009

Revised: April 11, 2011

Revised: March 12, 2012

*White Bear Lake Area
School District #624 Policy 616*

616 SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

[Note: Minn. Stat. § 120B.11 requires school districts to adopt ~~certain policies and procedures regarding a comprehensive long-term strategic plan that addresses the~~ review of curriculum, instruction, ~~and~~ student achievement, ~~and~~ assessment. MSBA/MASA Model Policies 601, 603, and 616 address these policy statutory requirements. In addition, MSBA/MASA Model Policies 613-615 and 617-620 provide procedures to further implement the requirements of Minn.Stat. § 120B.11.]

I. PURPOSE

The purpose of this policy is to focus public education strategies on a process which promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding the implementation of the Minnesota K-12 Academic Standards ~~and federal guidelines~~.

II. GENERAL STATEMENT OF POLICY

Implementation of the Minnesota ~~K-12~~ Academic Standards ~~and federal guidelines~~ ~~and the No Child Left Behind Act~~ requires a level of accountability for the school district. The school district will establish a system to review and improve instruction, curriculum and assessment which will include input by students, parents/~~or~~ guardians and local community members. The school district will be accountable to the public and the state through annual reporting.

III. DEFINITIONS

- A. “~~Course credit~~ Credit” ~~is equivalent to means~~ a student’s ~~successfully completing successful completion of~~ an academic year of study or a student’s ~~mastering mastery of~~ the applicable subject matter, as determined by the school district.
- B. “Graduation Standards” means the ~~course~~ credit requirements and Minnesota ~~K-12~~ Academic Standards that school districts must offer, and certify that students complete, to be eligible for a high school diploma.

C. ~~“Profile of Learning” means content standards formerly required for a high school diploma.~~

C.D. ~~“World’s Best Workforce” The goals of the World’s Best Workforce legislation refers to: meet school readiness goals; have all third grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and student not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.~~

D. ~~“Worlds Best Workforce Advisory Committee”: MN statute references various committees established for gaining perspective on continuous improvement (e.g., Graduation Standards Implementation Advisory Committee, Student Achievement Advisory Committee) White Bear Lake Area Schools has established the WBWF Advisory Committee in order to meet these statutory requirements.~~

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION; AND REPORTING

A. School District Goals

1. The school board has established school district-wide goals which provide broad direction for the school district. Incorporated in these goals are the Minnesota Graduation Standards and federal guidelines.. The broad goals shall be reviewed annually and approved by the school board. ~~The school board shall adopt annual goals based on the recommendations of the WBWF Advisory Committee for Comprehensive Continuous Improvement of Student Achievement (Advisory Committee).~~
2. The improvement goals ~~shall~~ ~~should~~ address recommendations identified through the World’s Best Workforce Advisory Committee process. The school district's goal setting process will include consideration of individual site goals. ~~School district goals may be developed through the an education effectiveness program, an evaluation of student progress committee, or through some other~~ locally determined process.

B. System for Reviewing All Instruction and Curriculum. Incorporated in the continuous improvement process will be analysis of the school district's progress toward implementation of the K-12 Minnesota Academic Standards. Instruction and curriculum shall be reviewed and evaluated by taking into account strategies and best practices, student outcomes and principal evaluations under Minn. Stat. § 122A.40, Subd. 8, or 122A.41, Subd. 5.

The professional teaching and learning cycle comprises six phases—study, select, plan, implement, analyze, and adjust. Following is a description of, and the goals, for each phase:

Phase 1: Study

Teachers work in collaborative planning teams (grade level, vertical, or departmental) to critically examine and discuss the learning expectations from the MN **K-12** Academic Standards.

Phase 2: Select

Collaborative planning teams research and select instructional strategies and resources for enhancing learning as described in the standards.

Phase 3: Plan

Collaborative planning teams work together to formally plan a lesson incorporating the selected strategies, and agree on the type of student work each teacher will analyze as evidence of student learning.

Phase 4: Implement

Teachers teach the planned lesson, make note of implementation successes and challenges, and gather the agreed-upon evidence of student learning.

Phase 5: Analyze

Teachers gather again in collaborative teams to examine student work and discuss student understanding of the standards.

Phase 6: Adjust

Collaborative teams reflect on the implications of the analysis of student work. Teachers discuss alternative instructional strategies or modifications to the original instructional strategy that may be better suited to promoting student learning.

C. Implementation of Graduation Requirements

1. The school board shall appoint a World's Best Work Force Advisory Committee which The Assistant Superintendent shall advise the school board on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues. Recommendations shall be published annually to the community. The school board shall receive public input and comment and shall adopt or update this policy at least annually. The Graduation Standards Implementation Committee [will/will not] be comprised of the Advisory Committee for Comprehensive Continuous Improvement of Student Achievement.

~~[Note: The Graduation Standards Implementation Committee may be comprised of an existing committee such as the Advisory Committee for Comprehensive Continuous Improvement of Student Achievements. Regardless of whether a new committee or an existing committee is utilized, the committee should be comprised of representatives of the community, including equal representation from school board members, students, parents, teachers, representatives of local businesses, and representatives of the community at large. Among these members should be individuals who are able to represent the needs of students throughout the district including students with special needs.]~~

2. The school board shall annually review and determine if student achievement levels at each school site meet federal expectations. If the school board determines that student achievement levels at a school site do not meet federal expectations and the site has not made adequate yearly progress for two consecutive school years, the World's Best Work Force Advisory Committee shall work with the school site to adopt a plan to raise student achievement levels to meet federal expectations. The World's Best Work Force Advisory Committee may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) (Commissioner) in developing a plan which must include parental involvement components.
3. The educational assessment system component utilized by the school board to measure individual students' educational progress must be based, to the extent annual tests are administered, on indicators of achievement growth that show an individual student's prior achievement. Indicators of achievement and prior achievement must be based on highly reliable state-wide or district-wide assessments. The school board will ~~consider~~ utilize models developed by the Commissioner for measuring individual student progress. The school board must coordinate with the Minnesota Department of Education (MDE) in evaluating school sites and continuous improvement plans, consistent with the best practices.

D. World's Best Work Force Advisory Committee. Advisory Committee for Comprehensive Continuous Improvement of Student Achievement.

1. In the Fall of each year, the WBWF Advisory Committee will meet to advise and assist the school district in the implementation of school district system accountability and comprehensive continuous improvement process. The Community Curriculum Advisory Council acts in an advisory capacity to the superintendent, to convey community beliefs and opinions regarding curriculum issues.

2. The ~~Advisory~~ WBWF Advisory Committee working in cooperation with other committees of the school district will provide active community participation in:

- a. Reviewing the school district instructional and curriculum plan, with emphasis on implementing the Minnesota Graduation Standards;
- b. Identifying annual instruction and curriculum improvement goals for recommendation to the school board;
- c. Making recommendations regarding the evaluation process that will be used to measure school district progress toward its goals;

3. The ~~Advisory~~ WBWF Advisory Committee:

- a. shall ensure active community participation in all planning for instruction and curriculum affecting Graduation Standards.
- b. shall make recommendations to the school board on school district-wide standards, assessments, and program evaluation.
- c. may establish building teams as subcommittees to develop and implement an education effectiveness plan and to carry out methods to improve instruction, curriculum, and assessments as well as methods to use technology in meeting the school district improvement plan.
- d. shall create a process for developing a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by the WBWF Advisory Committee in the instruction and curriculum review process. This plan shall annually be approved by the school board.

4. The WBWF Advisory Committee must reflect the diversity of the district and its school sites. It must include teachers, parents and/or guardians, support staff, students, and other community residents.

5. The ~~Advisory~~ WBWF Advisory Committee shall meet throughout the year to provide input regarding the system of continuous improvement. The WBWF Advisory Committee should pr recommendations to the school board for its input and approval.

E. A committee of professional staff shall develop a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for

use by the WBWF Advisory Committee in the instruction and curriculum review process.

F. Educational Planning and Assessment System. The school district may elect to participate in the Educational Planning and Assessment System (EPAS) program offered by ACT, Inc., to provide a longitudinal, systematic approach to student educational and career planning, assessment, instructional support, and evaluation.

FG. Reporting

An “Annual Report on Curriculum, Instruction and Student Achievement” shall be approved by the school board by October 1 of each year. Consistent with Minn.-Stat. § 120B.36, Subd. 1, the school board shall publish a summary of the report and make it available on the school district website. If electronic means are used, the school district must publish notice of the report in a periodical of general circulation in the school district. The school district must make copies of the report available to the public on request. The school board shall hold an annual public meeting to review and revise, where appropriate, student achievement goals, local assessment outcomes, plans, strategies, and practices for improving curriculum and instruction, and to review school district success in realizing the previously adopted student achievement goals and related benchmarks and the improvement plans leading to the world’s best workforce. The school board must transmit an electronic summary of its report to the Commissioner in the form and manner the Commissioner determines. The school district shall periodically survey affected constituencies about their connection to and level of satisfaction with the schools. The school district shall include the results of this evaluation in its summary report to the Commissioner.

The public report shall include, but not be limited to, the following:

1. Student achievement goals for meeting the Minnesota Academic Standards;
2. Result of local assessment data and additional test data, including all data required by Minn. Rules, Part 3501.0160;
3. School district improvement plans including staff development goals;
4. Progress on previous improvement plans;
5. Amount and type of revenue attributed to each educational site as

~~defined in Minn. Stat. § 123B.04;~~

6. ~~Names of Advisory Committee members, dates their terms expire, method of selection and application dates;~~

7. ~~Periodic reports on constituencies' satisfaction with schools;~~

8. ~~Biennial evaluations of the school district testing programs according to the following:~~

- ~~a. written objectives of the assessment program;~~
- ~~b. names of tests and grade levels tested;~~
- ~~c. use of test results; and~~
- ~~d. student achievement results compared to previous years.~~

Legal References: Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students)
Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.128 (Educational Planning and Assessment System (EPAS) Program)
Minn. Stat. § 120B.35 (Student Achievement Levels)
Minn. Stat. § 120B.36 (School Accountability; Appeals Process)
Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination)
Minn. Stat. § 122A.41, Subd. 5 (teacher Tenure Act; Cities of the First Class; Definitions)
Minn. Stat. § 123B.04 (Site Decision Making Agreement)
Minn. Stat. § 123B.147, Subd. 3 (Principals)
~~Minn. Rules Parts 3501.0010-3501.0180 (Graduation Standards – Mathematics and Reading)~~
~~Minn. Rules Parts 3501.0200-3501.0290 (Graduation Standards – Written Composition)~~
~~Minn. Rules Part 3501.0160 (District Reporting Requirements)~~
Minn. Rules Parts 3501.~~0505~~ 0640-3501.0550 (Graduation Standards – Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Graduation Standards – Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Graduation Standards – Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Graduation Standards – Science)
~~Minn. Rules Parts 3501.1000-3501.1190 (Graduation Required Assessment for Diploma)~~
Minn. Rules Parts 3501.1300-3501-1345 (Academic Standards for Social Studies)
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References: WBLASB Policy 104 (School District Mission Statement)
 WBLASB Policy 601 (School District Curriculum and Instruction Goals)
 WBLASB Policy 613 (Graduation Requirements)
 WBLASB Policy 614 (School District Testing Plan and Procedure)
 WBLASB Policy 615 (Testing Accommodations, Modifications, and
 Exemptions for IEPs, Section 504 Plan, and LEP Students)
 WBLASB Policy 617 (School District Ensurance of Preparatory and High
 School Standards)
 WBLASB Policy 618 (Assessment of Student Achievement)
 WBLASB Policy 619 (Staff Development for Standards)
 WBLASB Policy 620 (Credit for Learning)

AGENDA ITEM: **School Board Policy 618, Assessment of Student Achievement**
MEETING DATE: **March 14, 2016**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Sara Paul, Assistant Superintendent for Teaching and Learning**

BACKGROUND:

School Board Policy 618, Assessment of Student Achievement, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in February and is being presented in the same form, no additional changes were made.

The purpose of this policy is to institute a process for the establishment and revision of assessments to be used to determine how well students have achieved the Minnesota Academic Standards.

Administration recommends elimination of Section 5 – *Profile of Learning*, as well as language pertaining to the GRAD Assessment; neither requirements are no longer in statute. Assessment coordinator Brian Morris will be available to answer questions.

RECOMMENDATION:

To approve School Board Policy 618, Assessment of Student Achievement, as recommended by the Policy Committee and Cabinet.

Adopted: May 26, 1998
Revised: August 27, 2001
Revised: July 18, 2005
Revised: January 11, 2010
Revised: December 12, 2011

*White Bear Lake
School District #624 Policy 618*

618 ASSESSMENT OF STUDENT ACHIEVEMENT

I. PURPOSE

The purpose of this policy is to institute a process for the establishment and revision of assessments to be used to determine how well students have achieved the Minnesota Academic Standards.

II. GENERAL STATEMENT OF POLICY

The school district has established a procedure by which students shall complete the Minnesota **K-12** Academic Standards. This procedure includes the adoption of assessment methods to be used in measuring student learning. The school district continually strives to enhance student achievement of the Minnesota **K-12** Academic Standards.

III. DEFINITIONS

- A. “Above-grade level” test items contain subject area content that is above the grade level of the student taking the assessment and is aligned with content represented in state academic standards above the grade level of the student taking the assessment. Notwithstanding the student’s grade level, administering above-grade level test items to a student does not violate the requirement that state assessments must be aligned with state standards.
- B. “Academic standard” means a summary description of student learning in a required content area or elective content area.
- C. “Below-grade level” test items contain subject area content that is below the grade level of the student taking the test and is aligned with content represented in state academic standards below the student’s current grade level. Notwithstanding the student’s grade level, administering below-grade level test items to a student does not violate the requirement that state assessments must be aligned with state standards.
- D. “Benchmark” means the academic knowledge and skills students must achieve at each grade level or high school level to satisfactorily complete a standard specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.

- E. “Career and college ready,” for purposes of statewide accountability, means a high school graduate has the knowledge, skills, and competencies to successfully pursue a career pathway, including postsecondary credit leading to a degree, diploma, certificate, or industry-recognized credential and employment. Students who are career and college ready are able to successfully complete credit-bearing coursework at a two- or four-year college or university or other credit-bearing postsecondary program without need for remediation.
- F. “Computer-adaptive assessments” means computer-based tests that adapt, during the test administration, to the examinee’s ability level. .
- G. “Cultural competence,” for purposes of statewide accountability, means the ability and will to interact effectively with people of different cultures, whose primary language is different than one’s own, and/or who are from different socioeconomic backgrounds.
- H. “Elective standards” ~~are the academic standards adopted by the school district in the subject areas in which state standards are not specified~~ means a locally adopted expectation for student learning in career and technical education and world languages.
- I. “Fully adaptive assessments” feature on-grade level test items and items that may be above or below a student’s grade level.
- J. “Graduation required assessment for diploma” or “GRAD” means the assessment that measures the reading, writing, mathematics, and science proficiency of high school students.
“On-grade level” test items contain subject area content that is aligned to state academic standards for the grade level of the student taking the assessment.
- K. “Required standard” means a statewide adopted expectation for student learning in the content areas of language arts, mathematics, science, social studies, physical education, and the arts, or a locally adopted expectation for student learning in health or the arts.
- L. “Rubric” means the criterion that meets the specifications of a content standard criteria set by the Commissioner of the Minnesota Department of Education (MDE) that must be used by a district to score student work that meets the specifications of a content standard.

IV. ESTABLISHMENT OF CRITERIA FOR ASSESSMENT

- A. The Assessment Coordinator shall establish criteria by which student performance of the Minnesota K-12 Academic Standards are to be evaluated and approved. The criteria will be submitted to the school board for approval. Upon approval by the school board, the criteria shall be deemed part of this policy.
- B. The Superintendent shall ensure that students and parents or guardians are provided with notice of the process or processes by which the Minnesota K-12 Academic Standards will be assessed.
- C. Staff members will be expected to utilize staff development opportunities to the extent necessary to ensure effective implementation and continued improvement of the assessments under the Minnesota K-12 Academic Standards.

V. STANDARDS FOR MINNESOTA ACADEMIC STANDARDS PERFORMANCE ASSESSMENTS

A. Benchmarks

The school district will offer academic knowledge and skills to allow students to satisfactorily complete a state standard by the use of grade level or high school level benchmarks. These benchmarks will be used by the school district and its staff in developing tests to measure student academic knowledge and skills.

~~B. Local Assessments~~

~~Locally selected assessments are expected to provide opportunities for students to demonstrate their achievement of the elective standards or other locally adopted standards.~~

~~BC. Statewide Academic Standards Testing~~

1. The school district will utilize state constructed tests developed from and aligned with the state's required academic standards as these tests become available to evaluate student progress toward career and college readiness in the context of the state's academic standards. If a state assessment is not available, the school district will determine if a student has met the required academic standards through locally developed assessments
2. The school district will administer annually, in accordance with the process determined by the MDE, the state-constructed tests to all students in grades three through eight and at the high school level as follows:

- a. annual reading language arts and mathematics assessments in grades three through eight and at the high school level;
 - b. ~~state developed grade 8 and high school reading and mathematics tests aligned with state academic standards; and~~
 - ~~be.~~ annual science assessments in one grade in the grades three through five span, the grades six through ~~nine~~ eight span, and a life science assessment in the grades ~~ten nine~~ nine through twelve span passing score on high school science assessments is not a condition of receiving a diploma.
 - e. ~~mathematics assessments in grades three through eight and eleven are aligned with the state academic standards in mathematics; and~~
 - d. ~~GRAD assessments as defined per state guidelines.~~
3. The school district will develop and administer locally constructed assessments in social studies, health and physical education, and the arts to determine if a student has met the required academic standards in these areas.
 4. Students for whom the statewide or locally constructed tests are inappropriate, as determined by the student's individualized education program team, or students with limited English proficiency, shall be exempt from or provided appropriate, technically sound accommodations or alternate assessments for statewide and local testing with the approval of the student's parent or guardian.
 5. The school district may use a student's performance on a statewide assessment as one of the multiple criteria to determine grade promotion or retention. The school district also may use a high school student's performance on a statewide assessment as a percentage of the student's final grade in a course, or place a student's assessment score on the student's transcript.
 6. For students in grade eight in the 2012-2013 school year and later, the school district must record on the high school transcript a student's progress toward career and college readiness. For other students, this record of progress must be made as soon as practicable. In addition, the school district may include a notation of high achievement on the high school diplomas of those graduating seniors who, according to established school board criteria, demonstrate exemplary academic achievement during high school.

D. Rigorous Course of Study Waiver

1. Upon receiving a student's application signed by the student's parent or guardian, the school district must declare that a student meets or exceeds a specific academic standard required for graduation if the school board determines that the student:
 - a. is participating in a course of study, including an advanced placement or international baccalaureate course or program; a learning opportunity outside the curriculum of the school district; or an approved preparatory program for employment or postsecondary education that is equally or more rigorous than the corresponding state or local academic standard required by the school district;
 - b. would be precluded from participating in the rigorous course of study, learning opportunity, or preparatory employment or postsecondary education program if the student were required to achieve the academic standard to be waived; and
 - c. satisfactorily completes the requirements for the rigorous course of study, learning opportunity, or preparatory employment or postsecondary education program.
2. The school board also may formally determine other circumstances in which to declare that a student meets or exceeds a specific academic standard that the site requires for graduation under this section.
3. A student who satisfactorily completes a postsecondary enrollment options course or program or an Advanced Placement or College in the Schools course or ~~international baccalaureate course or~~ **Diploma Programme** is not required to complete other requirements of the academic standards corresponding to that specific rigorous course of study.

VII. CAREER EXPLORATION ASSESSMENT

- A. ~~Commencing with the 2014-2015 school year, student assessments, in alignment with state academic standards, shall include career and college readiness benchmarks. Mathematics, reading, and writing assessments for students in grades 8 and 10 must be predictive of a nationally normed assessment for career and college readiness. This nationally recognized assessment must be a college entrance exam and given to students in grade 11. This series of assessments must include a college placement diagnostic exam and contain career exploration elements. When administering formative or summative assessments used to measure the academic progress, including the oral academic development of~~

English learners and inform their instruction, schools must ensure that the assessments are accessible to the students and students have the modifications and supports they need to sufficiently understand the assessments.

A. B. On an annual basis, the school district must use career exploration assessments, beginning no later than grade nine, to help students and their families explore and plan for postsecondary education or careers based on the students' interests, aptitudes, and aspirations. The school district must use timely regional labor market information and partnerships, among other resources, to help students and their families successfully develop, pursue, review, and revise an individualized plan for postsecondary education or a career. This process must help increase students' engagement in and connection to school, improve students' knowledge and skills, and deepen students' understanding of career pathways as a sequence of academic and career courses that lead to an industry-recognized credential, an associate's degree, or a bachelor's degree and are available to all students, whatever their interests and career goals.

C. Students in grade 10 or 11 not yet academically ready for a career or college based on their growth in academic achievement between grades 8 and 10 must take the college placement diagnostic exam before taking the college entrance exam under Section VII.D. Students, their families, the school, and the district can then use the results of the college placement diagnostic exam for targeted instruction, intervention, or remediation and improve students' knowledge and skills in core subjects sufficient for a student to graduate and have a reasonable chance to succeed in a career or college without remediation.

D. All students, except those eligible for alternative assessments, must be given the college entrance part of these assessments in grade 11. A student under this paragraph who demonstrates attainment of required state academic standards on these assessments, which include career and college readiness benchmarks, is academically ready for a career or college and is encouraged to participate in courses awarding college credit to high school students. Such courses and programs may include sequential courses of study within broad career areas and technical skill assessments that extend beyond course grades.

B. Though not a high school graduation requirement, students are encouraged to participate in a nationally recognized college entrance exam. With funding provided by the state, the district shall pay the cost, one time, for an interested student in grade 11 or 12 to take a nationally recognized college entrance exam before graduating. A student must be able to take the exam under this paragraph at the student's high school during the school day -or at any site available to students in the district. A student who demonstrates attainment of required state academic standards, which include career and college readiness benchmarks, on high school assessments under subdivision 1a is academically ready for a career or college and is encouraged to participate in courses

awarding college credit to high school students. Such courses and programs may include sequential courses of study within broad career areas and technical skill assessments that extend beyond course grades.

C.E. As appropriate, students through grade 12 must continue to participate in targeted instruction, intervention, or remediation and be encouraged to participate in courses awarding college credit to high school students.

D.F. In developing, supporting, and improving students' academic readiness for a career or college, the school district must have a continuum of empirically derived, clearly defined benchmarks focused on students' attainment of knowledge and skills so that students, their parents, and teachers know how well students must perform to have a reasonable chance to succeed in a career or college without need for postsecondary remediation.

Legal References:

Minn. Stat § 120B.018 (Definitions)

Minn. Stat § 120B.02 (Educational Expectations for Minnesota Students)

Minn. Stat. § 120B.021 (Required Academic Standards)

Minn. Stat. § 120B.022 (Elective Standards)

Minn. Stat. § 120B.023 (Benchmarks)

Minn. Stat § 120B.11 (School District Process)

Minn. Stat. § 120B.30 (Statewide Testing and Reporting System)

~~Minn. Rule Parts 3501.0010–3501.0180 (Graduation Standards–Mathematics and Reading)~~

~~Minn. Rule Parts 3501.0200–3501.0290 (Graduation Standards–Written Composition)~~

Minn. Rules Parts 3501.0505–3501.0550 3501.0640–3501.0655
(Academic Standards for Language Arts)

Minn. Rules Parts 3501.0700–3501.0745 (Academic Standards for Mathematics)

Minn. Rules Parts 3501.0800–3501.0815 (Academic Standards for the Arts)

Minn. Rules Parts 3501.0900–3501.0955 (Academic Standards in Science)

Minn. Rules Parts 3501.1300–3501.1345 (Academic Standards for Social Studies)

~~Minn. Rules Parts 3501.1000–3501.1190 (Graduation–Required Assessment for Diploma)~~

20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

Cross References:

WBLASB Policy 104 (School District Mission Statement)

WBLASB Policy 601 (School District Curriculum and Instruction Goals)

WBLASB Policy 613 (Graduation Requirements)

WBLASB Policy 614 (School District Testing Plan and Procedure)

WBLASB Policy 615 (Testing Accommodations, Modifications, And Exemptions for IEPs, Section 504 Plans and LEP Students)

WBLASB Policy 616 (School District System Accountability)