

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
AGENDA**

March 2, 2015

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: February 23, 2015

A Student Recognition will be held on **Monday, March 2, 2015**, 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 2, 2015** 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. Update on Completion of Willow and Lakeaires Renovations
2. Superintendent's Report

D. DISCUSSION ITEMS

1. First Reading of Policy 497, Nepotism
2. Overview of Secondary Program and Facilities Task Force Recommendations

E. OPERATIONAL ITEMS

1. Action on School Calendar for 2015-16
2. Action on Bid – South Campus HVAC Replacement
3. Action on Bid – Hippodrome Deferred Maintenance
4. Action to Authorize the Solicitation of Bids for Artificial Turf Field at South Campus
5. Action on School Board Policies
 - a. Policy 421, Gifts to Employees, Classrooms, and Board Members
 - b. Policy 527, Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches
 - c. Policy 704, Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System
6. Rejection of Bid – Sunrise Park Middle School HVAC Replacement Phase I

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **March 2, 2015**
SUGGESTED DISPOSITION: **Procedural Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

Consent Agenda

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

RECOMMENDATION:

Approve the items listed on the Consent Agenda.

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **March 2, 2015**
SUGGESTED DISPOSITION: **Consent Agenda**
CONTACT PERSON(S): **Lori Swanson, 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 9, 2015** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Chair Newberg called the meeting to order at 7:00 p.m.
2. Roll Call – Present: Newberg, Storey, Swanson, Chapman, Hiniker, Mullin. Absent: Kimball. Kimball arrived at 7:58 p.m.
Ex-Officio: Dr. Michael Lovett, Superintendent of Schools
Cabinet: Daniels, Garrison, Goers, Kazmierczak, Paul, Vette, Wehrkamp.
Student Board Representative: Lee
3. Pledge of Allegiance
4. Newberg added to the agenda the reading of an essay by Isaac Maruyama, for which he won the VFW Patriot's Pen Essay Contest State Champion Award. Hiniker motioned and Chapman seconded to approve.
5. Storey motioned and Swanson seconded to approve the consent agenda consisting of:
 - Approval of minutes of regular meeting of January 12, 2015 and work-study session of January 26, 2015;
 - Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - Passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - Passage of resolution to approve personnel issues to include:
 - **Resignations/Termination – Classified Staff**
Jocelyn Crossfield – Part Time Cook, Central Middle School
Employed by District 624 since 09/18/2014
Effective Date: 01/28/2015
Allison Green – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 10/23/2014
Effective Date: 01/23/2015
Karissa Malrick – Program Assistant Leader, Otter Lake Elementary
Employed by District 624 since 09/27/2013
Effective Date: 01/23/2015
Nathaniel Plattner – Facility & Equipment Maintenance Technician, District Wide, Employed by District 624 since 12/01/2014
Effective Date: 01/18/2015
 - **Resignations/Termination – Certified Staff**
Jillian Hautman – Spanish Teacher, Oneka Elementary School
Employed by District 624 since 08/22/2012
Effective Date: 06/08/2015
Jennifer Howard – Mathematics Teacher, High School – North Campus
Employed by District 624 since 08/24/2006
Effective Date: 06/08/2015
 - **Retirement – Classified Staff**
Karen Bernier – Bus Aide, Bus Garage
Employed by District 624 since 09/01/1999
Effective Date: 06/15/2015
Sandra Englund – Bus Driver, Bus Garage
Employed by District 624 since 08/30/2001

Effective Date: 02/04/2015

➤ **Retirement – Certified Staff**

Ellen Fahey – Science Teacher, Sunrise Park Middle School

Employed by District 624 since 08/24/1998

Effective Date: 06/08/2015

Donna Peterson – Special Education Teacher, High School – North Campus

Employed by District 624 since 08/20/1981

Effective Date: 06/08/2015

Lynn Sleeter – Special Education Teacher, Sunrise Park Middle School

Employed by District 624 since 08/21/1997

Effective Date: 06/08/2015

Michael Snell – Music Teacher, Sunrise Park Middle School

Employed by District 624 since 08/22/1985

Effective Date: 06/08/2015

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

Shannon Anderson – Music Teacher, High School – North & South Campus

Employed by District since 08/25/2005

Effective Date: December 1, 2014 through April 29, 2015

Rachel Clark – Business Education Teacher, High School-South Campus

Second Year General Leave Request

Effective Date: 2015 – 2016 School Year

Jennifer Engman – Special Education Teacher, Sunrise Park Middle School

Second Year General Leave Request

Effective Date: 2015 – 2016 School Year

Carolyn Lounsberry – Communications Teacher, ALC

Fifth Year General Leave Request

Effective Date: 2015 – 2016 School Year

Andrew Martinson – Mathematics Teacher, High School - North Campus

Fourth Year General Leave Request

Effective Date: 2015 – 2016 School Year

Kelly Picard – Spanish Teacher, Sunrise Park Middle School

Second Year General Leave Request

Effective Date: 2015 – 2016 School Year

Amiee Pollard – Speech Clinician, Birch Lake & Otter Lake Elementary

Employed by District since 08/26/2010

Effective Date: January 6, 2015 through April 14, 2015

Belinda Poon – 1st Grade Teacher, Otter Lake Elementary School

Second Year General Leave Request

Effective Date: 2015 – 2016 School Year

Robin Roush – Occupational Therapist, District Wide

Employed by District since 03/09/1998

Effective Date: January 5, 2015 through February 27, 2015

Andrea Shoup – Counselor, Central Middle School

Third Year General Leave Request

Effective Date: 2015 – 2016 School Year

Kari Thalhuber – Health Teacher, High School - North Campus

Fifth Year General Leave Request

Effective Date: 2015 – 2016 School Year

Lindsay Thomas – 1st Grade Teacher, Hugo Elementary

Employed by District since 08/26/2010

Effective Date: January 5, 2015 through March 27, 2015

Robin Wales – Special Education Teacher, Lincoln Elementary
Second Year General Leave Request
Effective Date: 2015 – 2016 School Year

➤ **Change In Probationary Contract – Certified Staff**

Kirk Gednalske – Science Teacher, Central & Sunrise Park Middle
From .90 f.t.e. to .95 f.t.e.

Effective Date: August 20, 2014 through June 8, 2015

Stephen Nelson – Science Teacher, High School-South Campus
From .60 f.t.e. to .70 f.t.e.

Effective Date: January 19, 2015 through June 8, 2015

Sarah Schoeller – Science Teacher, High School-South Campus
From .80 f.t.e. to .90 f.t.e.

Effective Date: January 19, 2015 through June 8, 2015

Michele Seifert – Occupational Therapist, District Wide
From .40 f.t.e. to .60 f.t.e.

Effective Date: January 15, 2015 through March 6, 2015

➤ **New Personnel – Classified Staff**

Jacqueline Becht – Program Assistant Leader, Lakeaires & Vadnais Heights
Elementary

\$12.92 / hr., varied hours \$5,038.80

Effective Date: 01/05/2015

Stephanie Crock – Communications Specialist, District Center
\$17,218.39 (Pro-rated on \$42,000)

Effective Date: 02/02/2015

Bryan Doughty – Pupil Support Assistant, High School-South Campus
\$17.30 / hr., 6.5 hrs. / 79 days \$8,883.55

Effective Date: 01/06/2015

Molly Franta – Part Time Cook, Central Middle School
\$13.94 / hr., 3.5 hrs. / 88 days \$4,293.52

Effective Date: 01/26/2015

Nelda Henderson – Pupil Support Assistant, ALC
\$17.30 / hr., 5.0 hrs. / 91 days \$7,871.50

Effective Date: 01/21/2015

Eloise Nettleton – Administrative Assistant-Registrar/Records, High School-
South Campus

\$17.29 / hr., 8.0 hrs. / 107 days \$14,800.24

Effective Date: 01/26/2015

Katherine Raleigh – Pupil Support Assistant, Transition Education Center
\$17.30 / hr., 6.0 hrs. / 72 days \$7,473.60

Effective Date: 02/17/201

➤ **New Personnel – Foreign Exchange Teacher**

Zhenzhen Wang – Chinese Exchange Teacher, Various Buildings
Stipend \$4,800.00

Effective Date: 01/09/2015 through 06/05/15

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

Barb Brenk – Occupational Therapist, Lakeaires & Matoska International
MA+15, Step 13 \$5,680.93 (Pro-rated on \$72,269)

Effective Date: January 19, 2015 through February 27, 2015

Amy Goertzen – Kindergarten Teacher, Lakeaires Elementary
BA, Step 1 \$7,794.32 (Pro-rated on \$39,275)

Effective Date: February 17, 2015 through April 15, 2015

Nicholas Mason – Music Teacher, High School – North & South Campus
BA, Step 1 \$14,070.16 (Pro-rated on \$39,275)

Effective Date: January 19, 2015 through April 29, 2015

Leigh Mills – 1st Grade Teacher, Hugo Elementary

BA, Step 13 \$16,337.23 (Pro-rated on \$56,096)

Effective Date: January 5, 2015 through March 27, 2015

Rose Prementine – Speech Clinician, Birch Lake & Otter Lake Elementary

MA+15, Step 13 \$23,655.05 (Pro-rated on \$72,269)

Effective Date: January 12, 2015 through April 14, 2015

Ashley Wilson – Kindergarten Teacher, Vadnais Heights Elementary

MA, Step 1 \$15,223.40 (Pro-rated on \$43,783)

Effective Date: February 13, 2015 through May 22, 2015

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

C. INFORMATION ITEMS

1. Middle School International Baccalaureate Recognition – In January, Central Middle School and Sunrise Park Middle School received authorization as International Baccalaureate World Schools. Jill Pearson, the district's middle school IB coordinator, along with middle school staff and students, provided information on what IB means to the schools, the learning experiences, and their perspectives on global communications and collaborations.
2. Superintendent's Report – Prior to tonight's meeting, the school board recognized the state champion of the VFW Patriot's Pen Essay Contest, Isaac Maruyama, a Central Middle School student. Also honored were the choir and band members who participated in state- and national-level contests. February is "I Love to Read" Month and Black History Month. The Willow Lane Elementary School fifth-grade students are currently participating in the Donatelli's Takeover Experience, during which the students apply and interview for positions as hosts, servers and cooks. Students will work over the lunch hour on Tuesdays through March 3. Lovett also highlighted various community events, including the 36th Annual Night Club event hosted by the district's 9-12 band students. The week of February 16-20 is National School Board Recognition Week. Student school board representative, Kelly Lee, highlighted the themed days at the high school during Snow Daze Week.

D. DISCUSSION ITEMS

1. Proposed School Calendar for 2015-16 – Linda Goers, Director of Human Resources, presented the proposed 2015-16 calendar. The calendar will be on the agenda for action in March.
2. First Reading of Policies:
 - a. Policy 421, Gifts to Employees, Classrooms, and Board Members
 - b. Policy 527, Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches
 - c. Policy 704, Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System

Dr. Wayne Kazmierczak, Director of Finance and Operations, provided summaries of updates on the above policies. The policies will be on the agenda for second reading and action in March.

E. OPERATIONAL ITEMS

1. Hiniker motioned and Mullin seconded to approve the revised budget for Fiscal Year 2014-15. **Roll call vote: ayes: Newberg, Storey, Swanson, Chapman, Hiniker, Kimball, Mullin; nays, none. Motion carried.**
2. Storey motioned and Chapman seconded to approve the recommendation for an Orchestra Strings Program to begin in 2015-16 at the fifth grade level, and expand one grade each year until the District offers a full 5-12 comprehensive program. **Roll call vote: ayes: Newberg, Storey, Swanson, Chapman, Hiniker, Kimball, Mullin; nays, none. Motion carried.**
3. Mullin motioned and Hiniker seconded to accept the bid for the Otter Lake Elementary School HVAC replacement project submitted by Thelen Heating & Roofing, Inc. in the amount of \$2,228,000. **Roll call vote: ayes: Newberg, Storey, Swanson, Chapman, Hiniker, Kimball, Mullin; nays, none. Motion carried.**
4. Action on School Board Policies
 - a. Policy 703, Annual Audit
 - b. Policy 706, Acceptance of Gifts
 - c. Policy 714, Fund Balance
 - d. Policy 722, Credit Card UsageSwanson motioned and Kimball seconded to approve the policies as recommended by the Policy Committee and administration. **Roll call vote: Newberg, Storey, Swanson, Chapman, Hiniker, Kimball, Mullin; nays, none. Motion carried.**

F. BOARD FORUM – Mullin thanked district staff for their work throughout the school district. Swanson reminded everyone that Sunrise Park Middle School annual community dinner will take place on March 24, 2015. Kimball recognized retiring staff and thanked them for their years of service to the school district.

G. ADJOURNMENT – Hiniker motioned and Newberg seconded to adjourn the meeting at 8:23 p.m. Voice vote: all ayes. Motion carried.

Submitted by: Lori Swanson, Clerk

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

A work-study session of the White Bear Lake Area School Board was held on Monday, February 23, 2015 at 5:30 p.m. in Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

Call To Order – Newberg called the meeting to order at 5:30 p.m.

Roll Call – Present: Newberg, Storey, Swanson, Chapman, Hiniker, Kimball, Mullin

Ex-Officio: Lovett

Cabinet: Daniels, Garrison, Goers, Kazmierczak, Paul, Vette, Wehrkamp

B. DISCUSSION ITEMS

1. Update on School Board/Superintendent Goals

a. Update on School Board/Superintendent Goal List

The comprehensive list of goals for 2014-15 is updated monthly, and is provided in the board packet for school board review.

b. Goal I.1: Update of School and District Initiatives for Student Success

Board members met with leaders from their liaison schools to discuss measures of student success, state accountability ratings, building-wide strengths, focus areas, progress toward objectives for 2014-15 and strategies. Complete information is available on the district's website.

c. Goal III.11: Presentation on Phase I of Secondary Program and Facilities Review

Dr. Wayne Kazmierczak, along with Tim Hermann, Tim Wald, Jon Anderson, Kevin Fernandez and Dan Roeser, presented an update on the Secondary Program and Facilities Task Force, Phase I (progress to date and priorities by site), and an overview of the 2013 White Bear Lake Area Athletic Facilities Needs Assessment (artificial turf field and future planning for priorities identified in needs assessment). A detailed discussion then took place as to the district's consideration of the installation of artificial turf at White Bear Stadium at South Campus. Due to the wear and tear caused by overuse of the natural grass field and costly upkeep, there is very limited use of the stadium. The only activities at the stadium are varsity football, soccer and lacrosse games. Artificial turf would allow the district to increase accessibility of the space for other athletic activities, phy ed classes, youth and other community-based athletic associations, and other outside organizations in which our community is involved, such as Relay for Life, YMCA and Special Olympics. The discussion also included safety and environmental impact of artificial turf fields, costs and the various product options. A community forum on the artificial turf matter will be held on February

24, 2015 at the District Center. Complete information on the presentation is available on the district's website.

2. Understanding Special Education Staffing: Results of Staffing Study Done In Cooperation with District Management Council – Kathleen Daniels, along with Danielle Mickelson, Lisa Ouren and Sara Derby, presented information on a two-year study conducted by White Bear Lake Area Schools Special Services Department and the District Management Council that covered a staffing time study on student support and special services in the district. The presentation covered recommendations made as a result of the study, and the district's commitment to continue providing quality Individualized Educational Services to all students who qualify for special education, maintaining efficiencies and following state and federal due process mandates. Complete information on the presentation is available on the district's website.

- C. **ADJOURNMENT** – Swanson moved and Newberg seconded to adjourn the meeting at 8:50 p.m.

Submitted by: Lori Swanson, Clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **March 2, 2015**

SUGGESTED DISPOSITION: **Consent Agenda**

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

Background:

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

Recommendation:

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

White Bear Lake Area Schools

Electronic Transfers - February

	2/13/2015	2/27/2015
Direct Deposit 405526-406904	1,562,121.34	
U.S. Treasury (FICA, Medicare, withholding)	596,081.41	
MN State Income Tax	90,701.00	
PERA	95,651.87	
TRA	289,531.22	
ING	4,171.49	
American Funds	73,932.70	
White Bear Lake Teacher's Association	35,919.23	
MN State Levies	344.83	
Direct Deposit 406905-408281		1,577,747.57
U.S. Treasury (FICA, Medicare, withholding)		599,352.90
MN State Income Tax		91,199.94
PERA		95,637.10
TRA		292,601.82
ING		4,171.49
American Funds		74,057.66
White Bear Lake Teacher's Association		36,081.43
Extended Day Dues		488.40
MN State Levies		824.18

Check Nbr	Vendor Name	Check Date	Check Amount
141500925	ADAMS, LINDA J	02/03/2015	198.27
141500926	ANDERSON, MARGARET ANN	02/03/2015	152.60
141500927	ANDERSON, MELISSA KAY	02/03/2015	85.96
141500928	BARKVE, KELLY B	02/03/2015	78.28
141500929	BARTH, CARRIE M	02/03/2015	1,638.96
141500930	BLOOM, WILLIAM J	02/03/2015	204.12
141500931	BROOKSHAW, SUSAN ELIZABETH	02/03/2015	56.21
141500932	CANNIFF, AMY E	02/03/2015	137.76
141500933	CHRISTENSEN, JOSEPH C	02/03/2015	122.96
141500934	CRONK, ELIZABETH J	02/03/2015	198.85
141500935	DAHLEM, TERESA	02/03/2015	908.88
141500936	DANIELS, KATHLEEN S	02/03/2015	159.15
141500937	DERBY, SARA A	02/03/2015	108.13
141500938	DESTACHE, DANIEL JAMES	02/03/2015	185.92
141500939	EDBERG, REBECCA J	02/03/2015	263.89
141500940	EDGELL, JANE E	02/03/2015	178.73
141500941	ELLEFSSEN, JULEE T	02/03/2015	80.50
141500942	ENGSTRAN, PAUL A	02/03/2015	40.00
141500943	FINK, AVIS A	02/03/2015	469.15
141500944	FULTON, RYAN D	02/03/2015	54.00
141500945	GAMBONI, RICHARD A	02/03/2015	22.00
141500946	GEDNALSKE, KIRK M	02/03/2015	31.96
141500947	GEFRE, DEBRA L	02/03/2015	95.00
141500948	GRANT, SHANNON	02/03/2015	27.13
141500949	HANZAL, DAVID C	02/03/2015	60.93
141500950	HARRIMAN, DION D	02/03/2015	533.36
141500951	HARRIMAN, GRETCHEN E	02/03/2015	502.65
141500952	HAWKINSON, STEVEN A	02/03/2015	187.48
141500953	HOFMEISTER, KRISTEN M	02/03/2015	77.75
141500954	HORAZDOVSKY, LEILA JOANNE	02/03/2015	271.97
141500955	HUBBARD, MICHELLE K	02/03/2015	65.71
141500956	KATH, ABBY J	02/03/2015	677.37
141500957	KEESE, JENNIFER R	02/03/2015	118.04
141500958	KELLEY, DEBRA K	02/03/2015	130.00
141500959	KIRKHAM, BENJAMIN RALPH	02/03/2015	100.00
141500960	KNUTSON, CASSANDRA M	02/03/2015	118.71
141500961	LAMWERS, LINDSAY M	02/03/2015	58.44
141500962	LEHR, JOSHUA D	02/03/2015	100.00
141500963	LOCKWOOD, KEITH H	02/03/2015	149.70
141500964	MALWITZ, REBECCA ANN	02/03/2015	109.34
141500965	MELQUIST, NANCY J	02/03/2015	183.16
141500966	MERSCH, NICOLE ANN	02/03/2015	51.62
141500967	MULLALY, REBECCA L	02/03/2015	576.48
141500968	MUNDELL, GERALD K	02/03/2015	268.28
141500969	NIKKEL, DIANE L	02/03/2015	106.96
141500970	NORTON, EMILY L	02/03/2015	215.01
141500971	PLANA, CHRISTINE M	02/03/2015	69.90
141500972	RATLIFF, GERALD	02/03/2015	103.50
141500973	ROCKFORD, JEREMY W	02/03/2015	140.00
141500974	ROSSBACH, PATRICIA E	02/03/2015	68.50

Check Nbr	Vendor Name	Check Date	Check Amount
141500975	SAMUELSON, RICHARD T	02/03/2015	147.50
141500976	SCHMIDT, HEATHER RAE	02/03/2015	50.00
141500977	SELBY, MARY JANE	02/03/2015	51.00
141500978	SKOGEN, MATTHEW K	02/03/2015	55.55
141500979	SMITH, ALLISON K	02/03/2015	44.24
141500980	SMITH, TAMMY L	02/03/2015	117.00
141500981	TOLONEN, CLAY S	02/03/2015	58.33
141500982	TOUSSAINT, JANEL PHYLLIS	02/03/2015	100.80
141500983	TROSKE, CARRIE L	02/03/2015	82.23
141500984	TUEL, LORI L	02/03/2015	80.00
141500985	VAVRICKA, ROCHELLE L	02/03/2015	50.00
141500986	WILDMAN HILAL, ANDREA L	02/03/2015	768.75
141500987	YOUNGBAUER, CAROLYN K	02/03/2015	38.81
141500988	YOUNKER, KATHRYN R	02/03/2015	31.63
141500989	ZITZOW, RACHEL A	02/03/2015	275.52
65	ACH	Check(s) For a Total of	12,494.63

ACH

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	65	ACH	Checks For a Total of	12,494.63
	0	Computer	Checks For a Total of	0.00
Total For	65	Manual, Wire Tran, ACH & Computer	Checks	12,494.63
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	12,494.63

Check Nbr	Vendor Name	Check Date	Check Amount
59431	1ST AYD CORP	02/05/2015	274.21
59432	AARP DRIVER SAFETY PROGRAM	02/05/2015	225.00
59433	AARP DRIVER SAFETY PROGRAM	02/05/2015	570.00
59434	ACCUCUT	02/05/2015	64.00
59435	ACCURATE LABEL DESIGNS	02/05/2015	147.95
59436	ACT INC	02/05/2015	90.00
59437	ADDERLEY, DONALD	02/05/2015	114.00
59438	AGUILERA, TERRY	02/05/2015	80.00
59439	ALLISON, ANDREW	02/05/2015	80.00
59440	ALVAREZ, KATE	02/05/2015	57.00
59441	AMAZON	02/05/2015	317.06
59442	AMERICAN MESSAGING	02/05/2015	98.73
59443	AMER RED CROSS	02/05/2015	270.00
59444	AMERIPRIDE SERVICES	02/05/2015	781.10
59445	AMPLIVOX	02/05/2015	117.90
59446	APPLE COMPUTER INC	02/05/2015	1,036.00
59447	APPLIED ENVIRONMENTAL SCI INC	02/05/2015	2,495.00
59448	ARCADE ASPHALT CO	02/05/2015	9,350.00
59449	ARCH LANGUAGE NETWORK	02/05/2015	100.00
59450	AT & T MOBILITY	02/05/2015	904.12
59451	AUTO PLUS	02/05/2015	79.90
59452	THE BAKKEN MUSEUM	02/05/2015	1,320.00
59453	BANNIE, TODD	02/05/2015	135.00
59454	BARNES & NOBLE	02/05/2015	206.43
59455	BARNETT WB CHRYSLER JEEP DODGE	02/05/2015	308.71
59456	BARTHOLD	02/05/2015	1,641.31
59457	BATTERIES PLUS BULBS	02/05/2015	911.15
59458	BESEMAN, TERRY	02/05/2015	74.00
59459	BETTER CHINESE	02/05/2015	1,863.79
59460	BLICK ART MATERIALS	02/05/2015	1,748.88
59461	THE BOOMERANG PROJECT	02/05/2015	2,470.00
59462	BOTHE, CHRIS	02/05/2015	74.00
59463	BRAINARD, DALE	02/05/2015	66.00
59464	BRAINPOP LLC	02/05/2015	220.00
59465	BRUNS, JULIE	02/05/2015	75.00
59466	BUREAU OF EDUCATION & RESEARCH	02/05/2015	717.00
59467	CAMBIUM LEARNING INC	02/05/2015	304.70
59468	CAREY, MARK	02/05/2015	80.00
59469	CARLEN, JACOB J	02/05/2015	57.00
59470	CARLSON WAGONLIT TRAVEL	02/05/2015	11,400.00
59471	CAVENDISH SQUARE	02/05/2015	24.95
59472	CCP INDUSTRIES INC	02/05/2015	337.79
59473	CDW GOVERNMENT INC	02/05/2015	3,373.70
59474	CERTIFIED LABORATORIES	02/05/2015	1,565.41
59475	THE CHILDREN'S THEATRE COMPANY	02/05/2015	800.00
59476	CLINICAL RESEARCH INSTITUTE	02/05/2015	175.00
59477	CONSTRUCTION MANAGEMENT BUILDI	02/05/2015	6,950.00
59478	COBORNS DELIVERS	02/05/2015	267.40
59479	COMCAST	02/05/2015	23.00
59480	COMMERICAL KITCHEN SERVICES	02/05/2015	2,853.19

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59481	COMPASS MINERALS	02/05/2015	2,017.42
59482	CONNEY SAFETY	02/05/2015	93.69
59483	CONTINENTAL RESEARCH CORP	02/05/2015	466.00
59484	COPY IMAGES INC	02/05/2015	951.68
59485	CORBETT, CHARLES DAVID	02/05/2015	57.00
59486	CRISIS PREVENTION INSTITUTE IN	02/05/2015	150.00
59487	CREATIVE LIBRARY SALES	02/05/2015	37.72
59488	CROWE, ROBERT	02/05/2015	74.00
59489	CRYSTEEL TRUCK EQUIPMENT	02/05/2015	108.62
59490	CTB INC	02/05/2015	437.00
59491	CUB FOODS STILLWATER	02/05/2015	77.33
59492	CUMMINS NPOWER LLC	02/05/2015	37.08
59493	CUSICK, NANCY	02/05/2015	69.00
59494	DAKOTA TRUCK UNDERWRITERS	02/05/2015	57,244.00
59495	Vendor Continued Check	02/05/2015	0.00
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59499	DALCO CORPORATION	02/05/2015	11,335.15
59500	DALY, AMANDA	02/05/2015	75.00
59501	DANIELSON, BILL	02/05/2015	77.00
59502	DARTS VMS INC	02/05/2015	209.79
59503	DAY, LUKE W	02/05/2015	100.00
59504	DECKER INC	02/05/2015	74.14
59505	DEGARDNER, RICK	02/05/2015	114.00
59506	DELEON, PAUL	02/05/2015	77.00
59507	DELL MARKETING LP	02/05/2015	8,915.70
59508	DELMONICO, DAN	02/05/2015	135.00
59509	DEMCO INC	02/05/2015	236.00
59510	DESMIDT, KRISTINA	02/05/2015	105.00
59511	DIAMOND, TIM	02/05/2015	103.00
59512	DIVERSIFIED SNACK DISTRIBUTION	02/05/2015	5,217.70
59513	DOMINOS PIZZA	02/05/2015	55.55
59514	DONATELLI'S	02/05/2015	451.64
59515	DOCUMENT TECH SOLUTIONS INC	02/05/2015	878.94
59516	DUPAUL, ANDREA JEAN	02/05/2015	71.00
59517	EASTON	02/05/2015	191.64
59518	EDUCATIONAL INNOVATIONS	02/05/2015	28.80
59519	ELEVATION INC	02/05/2015	5,059.55
59520	ELLEFSON, JOANN	02/05/2015	74.00
59521	EMEDCO COMPANY INC	02/05/2015	36.02
59522	ESSENTIAL SKILLS	02/05/2015	122.95
59523	ESTOQUE, LEILA	02/05/2015	84.60
59524	FASTENAL COMPANY	02/05/2015	16.20
59525	FESTIVAL FOODS-KNOWLAN'S	02/05/2015	501.97
59526	FIRST EDUCATIONAL RESOURCES	02/05/2015	1,890.00
59527	FIRST STUDENT INC	02/05/2015	341,492.44
59528	FIRST TECHNOLOGIES INC	02/05/2015	20,599.00
59529	FLINN SCIENTIFIC INC	02/05/2015	1,485.32
59530	FLOORS BY BECKER	02/05/2015	24,320.00

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59531	FLUG, SARA JEAN	02/05/2015	18.05
59532	FORBROOK, BILL	02/05/2015	74.00
59533	FOYT, RYAN	02/05/2015	57.00
59534	FRATTALONES HARDWARE STORES	02/05/2015	1,107.46
59535	FAIRVIEW SPORTS & ORTHOPEDIC C	02/05/2015	75.00
59536	FULTON PRODUCTIONS	02/05/2015	500.00
59537	GALLAGHERS NORTHWESTERN TIRE C	02/05/2015	411.25
59538	GENERAL PARTS LLC	02/05/2015	315.64
59539	GEPHART TRUCKING	02/05/2015	4,980.00
59540	GEPHART ELECTRIC CO INC	02/05/2015	2,130.00
59541	GERHARD, BONNIE	02/05/2015	29.00
59542	GETTY, JOSEPH P	02/05/2015	1,312.00
59543	GEYEN, BRANDON	02/05/2015	115.00
59544	GIBBS, ROSS	02/05/2015	77.00
59545	GLEWWE DOORS INC	02/05/2015	7,811.58
59546	GLOBAL FOODS INC	02/05/2015	349.85
59547	GLUR, DARREN	02/05/2015	115.00
59548	GMS INDUSTRIAL SUPPLIES INC	02/05/2015	2.31
59549	GOLDCOM INC	02/05/2015	214.73
59550	GOODIN COMPANY	02/05/2015	245.24
59551	GOPHER	02/05/2015	513.33
59552	GOPHERMODS EDUC LLC	02/05/2015	109.00
59553	GOULSON, DALE	02/05/2015	80.00
59554	GRAINGER	02/05/2015	1,250.14
59555	GRANDMA'S BAKERY INC	02/05/2015	14.70
59556	GRAZZINI BROTHERS & CO	02/05/2015	1,857.25
59557	GREAT GARAGE DOOR CO	02/05/2015	148.10
59558	GREATAMERICA FINANCIAL SERVICE	02/05/2015	508.02
59559	GREY HOUSE PUBLISHING	02/05/2015	155.00
59560	GROTH MUSIC CO	02/05/2015	503.86
59561	GROUP TRAVEL PLANNERS	02/05/2015	4,251.00
59562	HAGEDORN, DAVID	02/05/2015	500.00
59563	HAMLIN UNIVERSITY	02/05/2015	200.00
59564	HANSON, EUGENE	02/05/2015	137.00
59565	HARDWARE DISTRIBUTORS LTD	02/05/2015	72.00
59566	HARRISON DAVE	02/05/2015	143.00
59567	HOBBY LOBBY	02/05/2015	491.95
59568	Vendor Continued Check	02/05/2015	0.00
59569	Vendor Continued Check	02/05/2015	0.00
59570	Vendor Continued Check	02/05/2015	0.00
59571	HOGLUND BUS AND TRUCK CO	02/05/2015	9,493.73
59572	HOME DEPOT CREDIT SERVICES	02/05/2015	607.85
59573	HOUGHTON MIFFLIN HARCOURT	02/05/2015	332.20
59574	HUGO CITY OF	02/05/2015	1,958.08
59575	Vendor Continued Check	02/05/2015	0.00
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59580	IFD	02/05/2015	129,572.71

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59581	INDEPENDENT LIVING AIDS	02/05/2015	91.25
59582	INNOVATIVE OFFICE SOLUTIONS	02/05/2015	10,602.49
59583	INTEGRA TELECOM	02/05/2015	2,775.54
59584	INTEGRA	02/05/2015	3,158.39
59585	J & R SCHOOL SUPPLIES	02/05/2015	303.00
59586	J.R.'S ADVANCED RECYCLERS	02/05/2015	80.00
59587	JAGUAR EDUCATIONAL	02/05/2015	1,002.56
59588	JAYTECH INC	02/05/2015	2,590.27
59589	JIMMY JOHNS	02/05/2015	26.82
59590	JOHNSON, COLLEEN M	02/05/2015	368.80
59591	JOHNSON, KEITH	02/05/2015	57.00
59592	JOHNSON, PETER	02/05/2015	62.00
59593	JONES SCHOOL SUPPLY CO INC	02/05/2015	78.75
59594	JUNIOR LIBRARY GUILD	02/05/2015	366.00
59595	JW PEPPER & SON INC	02/05/2015	1,148.55
59596	JWOOD SPORTS FLOORING LLC	02/05/2015	9,545.60
59597	K12 TRANSPORTATION MGMT SERVIC	02/05/2015	75,722.56
59598	KARLSBURGER FOODS INC	02/05/2015	158.82
59599	KATH FUEL OIL SERVICE CO	02/05/2015	18,002.94
59600	KEMNETZ BRYAN	02/05/2015	74.00
59601	KIEMEL, TIM	02/05/2015	74.00
59602	KIHSLINGER, JOHN	02/05/2015	74.00
59603	KOLLASCH CHARLES	02/05/2015	80.00
59604	KONICA MINOLTA PREMIER FINANCE	02/05/2015	4,629.14
59605	Vendor Continued Check	02/05/2015	0.00
59606	KRAFT CONTRACTING & MECHANICAL	02/05/2015	11,879.37
59607	KULLY SUPPLY COMPANY	02/05/2015	158.54
59608	LAKESHORE LEARNING MATERIALS	02/05/2015	100.69
59609	LEARNING A-Z	02/05/2015	359.85
59610	LEE, CHARLOTTE L	02/05/2015	274.10
59611	LERNER PUBLISHING GROUP	02/05/2015	235.64
59612	LEW ELECTRIC INC	02/05/2015	28,872.59
59613	LICK, DANIEL J	02/05/2015	77.00
59614	LIDS TEAM SPORTS	02/05/2015	832.72
59615	LIFETIME MEMORY PRODUCTS	02/05/2015	314.50
59616	LONIEN, DANA	02/05/2015	66.00
59617	LOUIS DEGIDIO SERVICES INC	02/05/2015	1,150.66
59618	L T G POWER EQUIPMENT	02/05/2015	264.28
59619	MALMBORGS INC	02/05/2015	1,376.75
59620	MARTIN, JAMES	02/05/2015	135.00
59621	MASS	02/05/2015	25.00
59622	MATUZEK, CHRISTINE	02/05/2015	20.00
59623	MN COUNCIL FOR THE SOCIAL STUD	02/05/2015	540.00
59624	MN ELEMENTARY SCH PRIN ASSOC	02/05/2015	350.00
59625	METRO ECSU	02/05/2015	1,385.00
59626	METRO SOUND AND LIGHTING	02/05/2015	831.99
59627	MID CITY SERVICES - INDUSTRIAL	02/05/2015	1,830.10
59628	MIDAMERICA ADMIN & RETIREMENT	02/05/2015	3,081.25
59629	MIDWEST BUS PARTS INC	02/05/2015	148.34
59630	MIDWEST EDUC CONSULTANTS	02/05/2015	700.00

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59631	MIDWEST DRY ICE BLASTING	02/05/2015	632.00
59632	MINVALCO INC	02/05/2015	1,401.37
59633	MISSISSIPPI RIVER FUND	02/05/2015	60.00
59634	MN DEPT OF PUBLIC SAFETY	02/05/2015	125.00
59635	MN DEPT OF LABOR & INDUSTRY	02/05/2015	35.00
59636	MN ELEVATOR INC	02/05/2015	921.96
59637	MN HISTORICAL SOCIETY	02/05/2015	440.00
59638	MN PREMIER PUBLICATIONS	02/05/2015	6,867.00
59639	MN READING ASSOC	02/05/2015	197.00
59640	MINNESOTA REVENUE	02/05/2015	564.00
59641	MN STATE HIGH SCHOOL LEAGUE	02/05/2015	60.00
59642	MN SCHOOL AGE CARE ALLIANCE	02/05/2015	960.00
59643	MOBILE RADIO ENGINEERING INC	02/05/2015	219.82
59644	MOHN, MONICA	02/05/2015	122.00
59645	MOORE, CYNTHIA A	02/05/2015	647.80
59646	MOULTON, DAVID	02/05/2015	120.00
59647	MUIRHEAD, ELIJAH	02/05/2015	80.00
59648	MURPHY, HAVEN TAYLOR	02/05/2015	370.00
59649	NAC MECHANICAL & ELECTRICAL SE	02/05/2015	442.00
59650	NASCO	02/05/2015	25.46
59651	NASP INC	02/05/2015	1,140.00
59652	NCPERS MINNESOTA	02/05/2015	240.00
59653	NESS ELECTRONICS INC	02/05/2015	169.54
59654	NESS, MARK A	02/05/2015	80.00
59655	NICE GUY TECH LLC	02/05/2015	527.80
59656	NORCENTRONIX DISTRIBUTING	02/05/2015	645.00
59657	Vendor Continued Check	02/05/2015	0.00
59658	NORTH CENTRAL TRUCK EQUIPMENT	02/05/2015	965.24
59659	NORTH HIGH SCHOOL	02/05/2015	720.00
59660	NORTHEAST METRO INTERMEDIATE D	02/05/2015	98,715.47
59661	NORTHWEST SHEETMETAL CO OF ST	02/05/2015	1,472.20
59662	NYSTROM PUBLISHING CO INC	02/05/2015	180.92
59663	OFFICE DEPOT	02/05/2015	910.04
59664	OL MEXICO	02/05/2015	1,320.00
59665	OLYMPIC COMMUNICATIONS, INC.	02/05/2015	1,312.50
59666	ORDWAY CENTER FOR PERFORMING	02/05/2015	399.00
59667	ORIENTAL TRADING CO INC	02/05/2015	26.00
59668	PAMS LUNCHROOM LLC	02/05/2015	7,025.47
59669	PARKOS CONSTRUCTION CO INC	02/05/2015	36,855.19
59670	PEAR DECK	02/05/2015	2,000.00
59671	PEARSON EDUCATION INC	02/05/2015	10,336.24
59672	PENNIES FOR PATIENTS	02/05/2015	274.47
59673	PETERSEN, BILL	02/05/2015	62.00
59674	PICTURE THAT!	02/05/2015	219.00
59675	PITNEY BOWES PURCHASE POWER	02/05/2015	108.99
59676	PLAY WITH A PURPOSE	02/05/2015	198.45
59677	PODIUMWEAR CUSTOM SPORTS APPAR	02/05/2015	5,370.00
59678	POSTMASTER	02/05/2015	49.00
59679	PRO-ED INC	02/05/2015	155.05
59680	PROWIRE INC	02/05/2015	2,991.52

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59681	PYRAMID EDUC CONSULTANTS	02/05/2015	1,185.00
59682	R & R SPECIALTIES INC	02/05/2015	34.50
59683	RAMSEY COUNTY	02/05/2015	4,427.00
59684	RAMSEY COUNTY COMM HUMAN SVCS	02/05/2015	30,474.00
59685	REBYL SPORTS INC	02/05/2015	259.00
59686	RENAISSANCE LEARNING	02/05/2015	80.00
59687	RETHLAKE, DAYNA	02/05/2015	80.00
59688	RICOH AMERICAS CORP	02/05/2015	450.96
59689	RIDDELL INC	02/05/2015	1,433.85
59690	ROTO ROOTER SERVICE CO	02/05/2015	1,316.00
59691	RUIZ JR, ANTHONY R	02/05/2015	57.00
59692	S & T OFFICE PRODUCTS INC	02/05/2015	233.99
59693	SAFEWAY DRIVING SCHOOL	02/05/2015	5,355.00
59694	SALEM PRESS INC	02/05/2015	184.45
59695	SAM'S CLUB/SYNCHRONY BANK	02/05/2015	235.16
59696	SAM'S CLUB/SYNCHRONY BANK	02/05/2015	641.52
59697	SAM'S CLUB/SYNCHRONY BANK	02/05/2015	1,000.20
59698	SAMACO SUPPLY	02/05/2015	2,283.00
59699	SAMUELSON, SUSAN A	02/05/2015	75.00
59700	SARGENT-WELCH	02/05/2015	572.71
59701	SC SERVICES	02/05/2015	4,550.00
59702	SCHOOL SPECIALTY	02/05/2015	668.26
59703	SCHROEDER IRIS D	02/05/2015	368.80
59704	SERENDIPITY ART AND DESIGN SER	02/05/2015	2,039.06
59705	SHIE, JEFFREY R	02/05/2015	135.00
59706	SHIFFLER EQUIPMENT SALES INC	02/05/2015	133.12
59707	SKATETIME SCHOOL PROGRAMS	02/05/2015	2,226.00
59708	Vendor Continued Check	02/05/2015	0.00
59709	Vendor Continued Check	02/05/2015	0.00
59710	SCHOOL NUTRITION ASSOC (SNA)	02/05/2015	463.00
59711	SOFTERWARE	02/05/2015	160.00
59712	SOLUTION TREE	02/05/2015	25.95
59713	SOUTHWEST BINDING & LAMINATING	02/05/2015	284.48
59714	SOUTHWESTERN YOUTH SERVICES	02/05/2015	1,914.00
59715	ST PAUL RIVER CENTRE	02/05/2015	1,080.00
59716	Vendor Continued Check	02/05/2015	0.00
59717	STATE SUPPLY CO	02/05/2015	1,635.15
59718	STAY TUNED PIANO SERVICES	02/05/2015	190.00
59719	STEINBRECHER PAINTING INC	02/05/2015	7,492.65
59720	STEVE, KYLE	02/05/2015	57.00
59721	SUBURBAN SPORTSWEAR LLC	02/05/2015	887.50
59722	TEACHERS CURRICULUM INSTITUTE	02/05/2015	105.00
59723	TERSCH PRODUCTS	02/05/2015	177.96
59724	THUL, BRIAN	02/05/2015	77.00
59725	TILTON, SEAN	02/05/2015	115.00
59726	TOP 20 TRAINING LLC	02/05/2015	1,673.00
59727	TOWN LIFE	02/05/2015	1,215.00
59728	TOWNZEN, RYAN	02/05/2015	80.00
59729	TRADE PRESS INC	02/05/2015	109.00
59730	TREETOP PUBLISHING INC	02/05/2015	42.50

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59731	TRI-STATE BOBCAT	02/05/2015	94.24
59732	TRIO SUPPLY COMPANY	02/05/2015	13,687.39
59733	TRUCK UTILITIES MFG CO	02/05/2015	229.57
59734	TRUSTED EMPLOYEES	02/05/2015	1,340.00
59735	TSBL DISTRIBUTING	02/05/2015	34.43
59736	TWIN CITY JANITOR SUPPLY CO	02/05/2015	94.86
59737	U.S. ENERGY SERVICES INC	02/05/2015	110,804.67
59738	US FOODS CULINARY EQUIP & SUPP	02/05/2015	424.03
59739	VARSITY SPIRIT FASHIONS	02/05/2015	516.10
59740	VENDER, KEVIN	02/05/2015	115.00
59741	VERIZON WIRELESS	02/05/2015	637.67
59742	VINCO INC	02/05/2015	8,812.16
59743	VRIEZE, TYLER	02/05/2015	74.00
59744	WAGNER, MARTINA	02/05/2015	600.00
59745	WANG, ZHEN ZHEN	02/05/2015	615.60
59746	WATERPARK OF AMERICA	02/05/2015	1,386.00
59747	WATSON CONSULTING GROUP	02/05/2015	7,209.00
59748	WHITE BEAR CENTER FOR THE ARTS	02/05/2015	180.00
59749	WHITE BEAR GLASS INC	02/05/2015	457.00
59750	WHITE BEAR AREA YMCA	02/05/2015	22,662.00
59751	Vendor Continued Check	02/05/2015	0.00
59752	WHITE BEAR LAKE (CITY OF)	02/05/2015	5,145.81
59753	WBLA EDUCATIONAL FOUNDATION	02/05/2015	468.01
59754	WELLS FARGO - COMML OPERATIONS	02/05/2015	535,799.01
59755	WHISLER, ERIC	02/05/2015	135.00
59756	WIDIKER, TIMOTHY	02/05/2015	74.00
59757	WOLFE, LINDSEY	02/05/2015	30.00
59758	WOLLAN, JOSEPH M	02/05/2015	74.00
59759	XCEL ENERGY	02/05/2015	81,979.91
59760	XEROX CORPORATION	02/05/2015	349.56
59761	YARBROUGH, SHERRY LYNN	02/05/2015	17.00
59762	YORKOVICH, BRADLEY J	02/05/2015	74.00
59763	YOUTH FRONTIERS	02/05/2015	1,240.00
59764	ZAMARBRO, MARIA	02/05/2015	66.00
59765	ZAUDTKE, DAUNA	02/05/2015	200.00
335	Computer	Check(s) For a Total of	1,964,839.19

Check Nbr	Vendor Name	Check Date	Check Amount
55284	ROGERS HIGH SCHOOL	02/05/2015	75.00
1	Void	Check(s) For a Total of	75.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	335	Computer	Checks For a Total of	1,964,839.19
Total For	335	Manual, Wire Tran, ACH & Computer	Checks	1,964,839.19
Less	1	Voided	Checks For a Total of	75.00
		Net Amount		1,964,764.19

Check Nbr	Vendor Name	Check Date	Check Amount
59766	AIG	02/09/2015	6,592.09
59767	AMERICAN UNITED LIFE	02/09/2015	60,865.27
59768	AMERICAN UNITED LIFE	02/09/2015	5,281.58
59769	AMERIPRISE FINANCIAL SERVICES	02/09/2015	13,858.26
59770	AXA EQUITABLE	02/09/2015	35,422.25
59771	EDUCATION MN ESI BILLING TRUST	02/09/2015	24,630.61
59772	GREAT LAKES HIGHER EDUC GUARAN	02/09/2015	296.87
59773	GURSTEL CHARGO ATTORNEYS AT LA	02/09/2015	295.00
59774	GUTHRIE THEATER	02/09/2015	1,925.00
59775	IUOE LOCAL 70	02/09/2015	2,114.71
59776	MN ASSOC OF SCH BUSINESS OFFIC	02/09/2015	160.00
59777	MESSERLI & KRAMER PA	02/09/2015	491.00
59778	METROPOLITAN LIFE	02/09/2015	2,941.41
59779	MN CHILD SUPPORT	02/09/2015	1,916.60
59780	MN PREMIER PUBLICATIONS	02/09/2015	1,316.00
59781	MUSKE, RICHARD L	02/09/2015	50.00
59782	SCHOOL SERVICE EMPLOYEES	02/09/2015	5,849.03
59783	TRUCK UTILITIES MFG CO	02/09/2015	287.03
59784	US DEPT OF EDUCATION	02/09/2015	437.56
59785	VANGUARD SMALL BUSINESS SERVIC	02/09/2015	26,776.67
59786	WBLA EDUCATIONAL FOUNDATION	02/09/2015	856.29
21	Computer	Check(s) For a Total of	192,363.23

	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
	21	Computer	Checks For a Total of	192,363.23
Total For	21	Manual, Wire Tran, ACH & Computer	Checks	192,363.23
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	192,363.23

Check Nbr	Vendor Name	Check Date	Check Amount
59787	AMERICAN UNITED LIFE	02/09/2015	1,500.00
1	Computer	Check(s) For a Total of	1,500.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	1,500.00
Total For	1	Manual, Wire Tran, ACH &	Computer Checks	1,500.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	1,500.00

Check Nbr	Vendor Name	Check Date	Check Amount
59788	DELTA DENTAL PLAN OF MN	02/09/2015	61,547.60
59789	Vendor Continued Check	02/09/2015	0.00
59790	Vendor Continued Check	02/09/2015	0.00
59791	MADISON NATIONAL LIFE	02/09/2015	42,343.83
4	Computer	Check(s) For a Total of	103,891.43

0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
4	Computer	Checks For a Total of	103,891.43
Total For 4	Manual, Wire Tran, ACH &	Computer Checks	103,891.43
Less 0	Voided	Checks For a Total of	0.00
		Net Amount	103,891.43

Check Nbr	Vendor Name	Check Date	Check Amount
141500990	ARNDT, ERIKA M	02/17/2015	24.23
141500991	ARNSDORFF, DANIEL J	02/17/2015	29.00
141500992	BEGE, JEFFREY T	02/17/2015	85.25
141500993	BERNIER, CARYN S	02/17/2015	87.69
141500994	CHAKOLIS, RICHARD A	02/17/2015	114.10
141500995	DESTACHE, DANIEL JAMES	02/17/2015	121.33
141500996	DYMIT, MARIE S	02/17/2015	87.98
141500997	FERNANDEZ, KEVIN M	02/17/2015	371.70
141500998	FREBURG, BETH R	02/17/2015	36.22
141500999	FUHRMAN, SARAH J	02/17/2015	27.18
141501000	HANZAL, DAVID C	02/17/2015	64.98
141501001	HAWKINSON, STEVEN A	02/17/2015	26.95
141501002	JOHNSON, LINDA K	02/17/2015	224.25
141501003	JOYCE, DEBORAH J	02/17/2015	180.00
141501004	KEMPENICH, STEVEN M	02/17/2015	34.70
141501005	KNOPS, ROXANNE	02/17/2015	180.00
141501006	KUPFERSCHMIDT, ROBERT B	02/17/2015	195.00
141501007	LOVETT, MICHAEL J	02/17/2015	1,270.19
141501008	MANN, KATHERINE L	02/17/2015	53.20
141501009	MILLER, MOLLY M	02/17/2015	115.33
141501010	MUNDELL, GERALD K	02/17/2015	40.00
141501011	MUTHS, STACY A	02/17/2015	19.65
141501012	NELSON, ANGELA A	02/17/2015	101.97
141501013	PAI, ANANTH P	02/17/2015	339.89
141501014	PAUL, SARA T	02/17/2015	474.00
141501015	PAULSON, THOMAS M	02/17/2015	217.12
141501016	PERCIVAL, PATRICIA A	02/17/2015	45.00
141501017	PLANA, CHRISTINE M	02/17/2015	46.65
141501018	POST, JEREMY J	02/17/2015	230.18
141501019	RICHARDSON, SUSAN	02/17/2015	65.00
141501020	ROESER, DANIEL WILLIAM	02/17/2015	211.05
141501021	SCHAULS-DANGERFIELD, MAURISA M	02/17/2015	77.95
141501022	SCHMIDT, NOEL N	02/17/2015	219.77
141501023	SIMSHAUSER, KIMBERLY P	02/17/2015	370.74
141501024	SWITZER, LISA MARIE	02/17/2015	96.68
141501025	TREICHEL, SHANNON B	02/17/2015	248.16
141501026	WEHRKAMP, KRISTINE J	02/17/2015	361.01
141501027	WILCOX, RICHARD L	02/17/2015	55.78
141501028	WILDMAN HILAL, ANDREA L	02/17/2015	266.75

39	ACH	Check(s) For a Total of	6,816.63
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ACH

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	39	ACH	Checks For a Total of	6,816.63
	0	Computer	Checks For a Total of	0.00
Total For	39	Manual, Wire Tran, ACH & Computer Checks		6,816.63
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		6,816.63

Check Nbr	Vendor Name	Check Date	Check Amount
59792	1ST AYD CORP	02/19/2015	81.01
59793	AARP DRIVER SAFETY PROGRAM	02/19/2015	410.00
59794	AARP DRIVER SAFETY PROGRAM	02/19/2015	600.00
59795	ABBOTT PAINT & CARPET INC	02/19/2015	569.81
59796	ACP DIRECT	02/19/2015	214.45
59797	ADHD WORKSHOPS & CONSULTATION	02/19/2015	460.00
59798	AED SUPERSTORE ALLIED 100 LCC	02/19/2015	2,142.00
59799	AFTON ALPS SKI AREA	02/19/2015	2,475.00
59800	AGROPUR INC	02/19/2015	24,653.97
59801	AGUILERA, TERRY N	02/19/2015	142.00
59802	ALBRECHT, GARY	02/19/2015	66.00
59803	AMAZON	02/19/2015	824.37
59804	AMAZON	02/19/2015	3,646.79
59805	AMAZON	02/19/2015	430.00
59806	AMAZON	02/19/2015	142.90
59807	AMER RED CROSS	02/19/2015	342.00
59808	ANDERSON, BARCLAY H	02/19/2015	49.72
59809	APPLIED ENVIRONMENTAL SCI INC	02/19/2015	8,623.80
59810	ARNOLD, SYLVIA J	02/19/2015	18.70
59811	ASHLAND PRODUCTIONS INC	02/19/2015	82.00
59812	AVON BUSINESS FORMS & PROMOTIO	02/19/2015	297.82
59813	BAERMAN, SCOTT	02/19/2015	210.00
59814	BARNES & NOBLE	02/19/2015	540.76
59815	BARNETT WB CHRYSLER JEEP DODGE	02/19/2015	162.56
59816	BATTERIES PLUS BULBS	02/19/2015	147.70
59817	BEARTOWN AUTO BODY INC	02/19/2015	108.00
59818	BEHLOW, DAVID	02/19/2015	197.55
59819	BERRY BLENDZ - EDEN PRAIRIE	02/19/2015	697.50
59820	BERRY, TIMOTHY	02/19/2015	150.00
59821	BEST, RANDY	02/19/2015	77.00
59822	BLICK ART MATERIALS	02/19/2015	1,417.20
59823	BOUGIE, MICHAEL	02/19/2015	132.00
59824	BPH LLC	02/19/2015	29.99
59825	BRAINPOP LLC	02/19/2015	1,695.00
59826	THE CAMBRIAN GROUP	02/19/2015	3,663.42
59827	CARLSON, BRUCE N	02/19/2015	608.64
59828	CARTRIDGES DIRECT	02/19/2015	86.49
59829	CDW GOVERNMENT INC	02/19/2015	344.50
59830	CG HOOKS EATERY	02/19/2015	250.00
59831	CIRCUS JUVENTAS	02/19/2015	1,950.00
59832	CITI-CARGO & STORAGE CO INC	02/19/2015	85.00
59833	CLARK, CYNTHIA JEAN	02/19/2015	17.85
59834	CLAUSON, COLLIN	02/19/2015	200.00
59835	CONSTRUCTION MANAGEMENT BUILDI	02/19/2015	5,200.00
59836	Vendor Continued Check	02/19/2015	0.00
59837	COBORNS DELIVERS	02/19/2015	506.33
59838	COMCAST	02/19/2015	5.26
59839	COMCAST	02/19/2015	10.43
59840	COMCAST	02/19/2015	270.55
59841	COMCAST	02/19/2015	273.77

Check Nbr	Vendor Name	Check Date	Check Amount
59842	CONNOR, JOSEPH	02/19/2015	80.00
59843	CONSTANT CONTACT INC	02/19/2015	1,638.00
59844	CONTINENTAL CLAY CO	02/19/2015	40.57
59845	CORWIN PROF LEARNING	02/19/2015	798.00
59846	CROWNE PLAZA RIVERFRONT	02/19/2015	914.69
59847	CAN THE CLUTTER	02/19/2015	199.50
59848	CUB FOODS OF WHITE BEAR TWSHP	02/19/2015	575.70
59849	CULLIGAN BOTTLED WATER	02/19/2015	119.85
59850	DAHL, MARY	02/19/2015	26.18
59851	DAKOTA TRUCK UNDERWRITERS	02/19/2015	114,488.00
59852	DALCO CORPORATION	02/19/2015	2,537.80
59853	DECKER INC	02/19/2015	412.47
59854	DEGARDNER, RICK	02/19/2015	295.00
59855	DEJARLAIS, MARILYN	02/19/2015	15.29
59856	DELEON, PAUL	02/19/2015	77.00
59857	DELTA EDUCATION	02/19/2015	103.54
59858	DEMCO INC	02/19/2015	331.50
59859	DEY DISTRIBUTING	02/19/2015	13.60
59860	DIETITIAN CASSIE LLC	02/19/2015	300.00
59861	DOMINOS PIZZA	02/19/2015	60.55
59862	DOMINOS PIZZA	02/19/2015	112.98
59863	DOOR SERVICE COMPANY	02/19/2015	3,757.19
59864	DOCUMENT TECH SOLUTIONS INC	02/19/2015	62.00
59865	CITY OF EAGAN PARKS & REC	02/19/2015	225.00
59866	EAI EDUCATION	02/19/2015	35.58
59867	EBSCO INFORMATION SERV	02/19/2015	218.20
59868	Vendor Continued Check	02/19/2015	0.00
59869	ECKROTH MUSIC	02/19/2015	700.55
59870	ED'S TROPHIES INC	02/19/2015	52.78
59871	ELLINGSON, GREGG	02/19/2015	80.00
59872	ENGSTRAN, STEVE	02/19/2015	1,500.00
59873	EPPS-WILBORN, WILLAR A	02/19/2015	18.00
59874	F&N OPERATIONS LLC	02/19/2015	1,070.17
59875	FAISON, JOHN	02/19/2015	74.00
59876	FASTENAL COMPANY	02/19/2015	10.29
59877	FEDEX	02/19/2015	15.03
59878	FESTIVAL FOODS-KNOWLAN'S	02/19/2015	89.62
59879	FINN SISU	02/19/2015	415.60
59880	FIRST STUDENT INC	02/19/2015	12,245.96
59881	FLINT, CRYSTAL	02/19/2015	74.00
59882	FOLLETT SCHOOL SOLUTIONS INC	02/19/2015	1,100.29
59883	G&K SERVICES	02/19/2015	1,218.85
59884	GALLAGHERS NORTHWESTERN TIRE C	02/19/2015	821.84
59885	GALLUP INC	02/19/2015	999.00
59886	GALVIN JAMES B	02/19/2015	83.30
59887	GARVEY, PATRICIA	02/19/2015	12.75
59888	GENERAL PARTS LLC	02/19/2015	264.32
59889	GILSON, RYAN	02/19/2015	74.00
59890	GOLDCOM INC	02/19/2015	292.26
59891	GRAFFIC TRAFFIC LLC	02/19/2015	175.00

Check Nbr	Vendor Name	Check Date	Check Amount
59892	GRAINGER	02/19/2015	1,074.18
59893	GRAND SLAM SPORTS @ COON RAPID	02/19/2015	75.00
59894	Vendor Continued Check	02/19/2015	0.00
59895	GRANDMA'S BAKERY INC	02/19/2015	201.70
59896	GREAT RIVER OFFICE PRODUCTS	02/19/2015	56.70
59897	GREY HOUSE PUBLISHING	02/19/2015	154.00
59898	GRIDER, DANIEL	02/19/2015	74.00
59899	Vendor Continued Check	02/19/2015	0.00
59900	GROTH MUSIC CO	02/19/2015	236.36
59901	H & B SPECIALIZED PRODUCTS	02/19/2015	5,830.00
59902	Vendor Continued Check	02/19/2015	0.00
59903	HALLBERG ENGINEERING INC	02/19/2015	107,259.19
59904	HANSON, DONNA	02/19/2015	15.30
59905	HANSON, EUGENE	02/19/2015	80.00
59906	HANSON, PAUL	02/19/2015	101.00
59907	HEALTHPARTNERS MEDICAL GROUP	02/19/2015	705.00
59908	HELLEN, ROBERT	02/19/2015	264.00
59909	HISDAHL INC	02/19/2015	999.00
59910	HOANG, CONG	02/19/2015	160.00
59911	Vendor Continued Check	02/19/2015	0.00
59912	Vendor Continued Check	02/19/2015	0.00
59913	Vendor Continued Check	02/19/2015	0.00
59914	HOGLUND BUS AND TRUCK CO	02/19/2015	9,054.95
59915	IKI INC	02/19/2015	90.00
59916	INNOVATIVE OFFICE SOLUTIONS	02/19/2015	6,690.74
59917	INTEGRA TELECOM	02/19/2015	487.50
59918	ISD #8492 NEW DOMINION SCHOOL	02/19/2015	4,175.19
59919	IXL LEARNING	02/19/2015	100.00
59920	J & R SCHOOL SUPPLIES	02/19/2015	496.00
59921	J.R.'S ADVANCED RECYCLERS	02/19/2015	119.69
59922	JAYTECH INC	02/19/2015	2,755.40
59923	JOHNSON, JUDITH ANN	02/19/2015	274.10
59924	JOHNSON, SCOTT A	02/19/2015	74.00
59925	JUNIOR LIBRARY GUILD	02/19/2015	322.75
59926	JW PEPPER & SON INC	02/19/2015	120.99
59927	K12 TRANSPORTATION MGMT SERVIC	02/19/2015	26,774.97
59928	KAehler, MATTHEW PAUL	02/19/2015	115.00
59929	KAISER, PHYLLIS	02/19/2015	16.78
59930	KATH FUEL OIL SERVICE CO	02/19/2015	142.00
59931	KEELING, ABBY JEAN	02/19/2015	35.00
59932	KIMBALL, GEORGE E	02/19/2015	2,185.24
59933	KIMBALL MIDWEST	02/19/2015	1,698.91
59934	KIRSCHLING, JULIENNE R	02/19/2015	90.00
59935	KITTELSON MARKETING CO INC	02/19/2015	1,692.00
59936	KLINGSPORN, TODD	02/19/2015	74.00
59937	KOLTES, GREGORY	02/19/2015	93.00
59938	Vendor Continued Check	02/19/2015	0.00
59939	KRAFT CONTRACTING & MECHANICAL	02/19/2015	10,677.37
59940	KULLY SUPPLY COMPANY	02/19/2015	570.98
59941	LABELLE, PAUL H	02/19/2015	80.00

Check Nbr	Vendor Name	Check Date	Check Amount
59942	LAKE SHORE LEARNING MATERIALS	02/19/2015	233.73
59943	LANDS BEST FOODS	02/19/2015	9,325.80
59944	LARSON ENGINEERING INC	02/19/2015	980.00
59945	LESSARD, MATT	02/19/2015	96.00
59946	LIBRARIANS BOOK EXPRESS LLC	02/19/2015	616.59
59947	LOFFLER	02/19/2015	312.00
59948	MACPHAIL CENTER FOR MUSIC	02/19/2015	15,645.00
59949	MARCO, INC	02/19/2015	1,609.80
59950	MARIS LLC	02/19/2015	400.00
59951	MARKETFEST	02/19/2015	210.00
59952	MARSON, DAVID	02/19/2015	80.00
59953	MASON, MICHAEL	02/19/2015	562.00
59954	MATH MASTERS OF MINNESOTA	02/19/2015	340.00
59955	MAVO SYSTEMS	02/19/2015	437.94
59956	MCCLINTON, SHELISSA	02/19/2015	20.00
59957	MCGRAW, TIMOTHY P	02/19/2015	340.31
59958	MEDICARE PREMIUM COLLECTION CT	02/19/2015	318.50
59959	MEDTOX LABORATORIES	02/19/2015	18.70
59960	METRO ECSU	02/19/2015	700.00
59961	MICHAEL BASICH INC	02/19/2015	880.00
59962	MID CITY SERVICES - INDUSTRIAL	02/19/2015	89.50
59963	MILLER, LESLEE	02/19/2015	274.10
59964	MILLIGAN, THERESA J	02/19/2015	52.87
59965	MINNEAPOLIS PARK & RECREATION	02/19/2015	125.00
59966	MINNSPRA	02/19/2015	95.00
59967	MINVALCO INC	02/19/2015	3,084.41
59968	MN ASSOC OF STUDENT COUNCILS	02/19/2015	30.00
59969	MN CONWAY FIRE & SAFETY	02/19/2015	137.50
59970	MN DEPT OF LABOR & INDUSTRY	02/19/2015	74.80
59971	MN ELEVATOR INC	02/19/2015	299.14
59972	MN SWORD PLAY	02/19/2015	480.00
59973	MN INTERSCHOLASTIC ATHLETIC AD	02/19/2015	320.00
59974	MOBILE RADIO ENGINEERING INC	02/19/2015	95.85
59975	MOORE, KENAN	02/19/2015	74.00
59976	MN SCHOOL SOCIAL WORKERS ASSN	02/19/2015	100.00
59977	MSTP	02/19/2015	25.00
59978	MUSEUM OF SCIENCE	02/19/2015	642.00
59979	MUSIC CONNECTION INC	02/19/2015	45.00
59980	NAC MECHANICAL & ELECTRICAL SE	02/19/2015	582.50
59981	NASCO	02/19/2015	95.12
59982	NASSEFF MECH CONTRACTORS	02/19/2015	9,081.45
59983	NCS PEARSON INC	02/19/2015	298.92
59984	NICE GUY TECH LLC	02/19/2015	304.50
59985	Vendor Continued Check	02/19/2015	0.00
59986	NORTH CENTRAL TRUCK EQUIPMENT	02/19/2015	897.92
59987	NORTH SUBURBAN TOWING	02/19/2015	650.00
59988	NORTHEAST METRO INTERMEDIATE D	02/19/2015	93,002.57
59989	NOW MICRO INC	02/19/2015	389.85
59990	O'REILLY AUTOMOTIVE INC	02/19/2015	1,580.85
59991	OFFICE DEPOT	02/19/2015	313.13

Check Nbr	Vendor Name	Check Date	Check Amount
59992	ON SITE SANITATION INC	02/19/2015	168.00
59993	ORIENTAL TRADING CO INC	02/19/2015	46.99
59994	OXYGEN SERVICE CO INC	02/19/2015	72.02
59995	PALMER COMPANIES	02/19/2015	1,168.75
59996	PAPERCUT SOFTWARE INTL	02/19/2015	831.00
59997	PARTY UNIT	02/19/2015	375.00
59998	PATE, MARVIN	02/19/2015	80.00
59999	PATIENT TOOLS INC	02/19/2015	141.00
60000	PEARSON EDUCATION INC	02/19/2015	560.33
60001	PETERSEN, BILL	02/19/2015	62.00
60002	PETERSON BROS ROOFING & CONST	02/19/2015	577.43
60003	PHEASANTS FOREVER	02/19/2015	5.00
60004	PHILIPPI, KATIE	02/19/2015	6.00
60005	PICTURE THAT!	02/19/2015	110.00
60006	PILACINSKI, DARIN WILLIAM	02/19/2015	284.70
60007	PINE TREE APPLE ORCHARD	02/19/2015	3,332.00
60008	PITNEY BOWES PURCHASE POWER	02/19/2015	1,020.99
60009	POLAR ELECTRO INC	02/19/2015	499.00
60010	POLAR CHEVROLET MAZDA	02/19/2015	1,088.37
60011	POSTMASTER	02/19/2015	98.74
60012	PRAXAIR DISTRIBUTION INC	02/19/2015	132.38
60013	PRESS PUBLICATIONS	02/19/2015	1,631.56
60014	PROM MANAGEMENT GRP INC	02/19/2015	1,500.00
60015	R & R SPECIALTIES INC	02/19/2015	147.20
60016	RAMSEY COUNTY LEAGUE OF LOCAL	02/19/2015	200.00
60017	REALITYWORKS INC	02/19/2015	6,500.00
60018	REBYL SPORTS INC	02/19/2015	709.00
60019	REDWOOD TOXICOLOGY LABORATORY	02/19/2015	89.50
60020	REGENTS OF THE UNIV OF MN	02/19/2015	606.92
60021	REHBEIN TRANSIT INC	02/19/2015	5,707.80
60022	RENTAL REHAB & REPAIR	02/19/2015	1,240.00
60023	RINK-TEC INTERNATIONAL INC	02/19/2015	6,755.00
60024	ROBERTS, STANLEY	02/19/2015	93.00
60025	ROGER VADNAIS PLUMBING	02/19/2015	297.00
60026	ROSEVILLE AREA SCHOOLS	02/19/2015	2,085.62
60027	S & T OFFICE PRODUCTS INC	02/19/2015	145.32
60028	SAIKO, KATHY	02/19/2015	15.30
60029	SAM'S CLUB/SYNCHRONY BANK	02/19/2015	402.03
60030	SCANTRON CORPORATION	02/19/2015	69.46
60031	SCHNEIDER, STEVEN	02/19/2015	74.00
60032	SCHOLASTIC BOOK FAIRS	02/19/2015	1,238.52
60033	SCHOOL SPECIALTY	02/19/2015	543.96
60034	SCHULER, RACHEL	02/19/2015	74.00
60035	SEEVER, GRAY	02/19/2015	165.00
60036	SENTRY SYSTEMS INC	02/19/2015	260.00
60037	SHIFFLER EQUIPMENT SALES INC	02/19/2015	195.23
60038	SHOREVIEW COMMUNITY CENTER	02/19/2015	100.00
60039	SMITH, DOUG	02/19/2015	74.00
60040	SMITH, SARAH ANN	02/19/2015	320.00
60041	SCHOOL NUTRITION ASSOC (SNA)	02/19/2015	57.00

Check Nbr	Vendor Name	Check Date	Check Amount
60042	SNAP-ON	02/19/2015	55.00
60043	SPANISH SPECIALISTS AND CONSUL	02/19/2015	350.00
60044	ST SAUVER, LAURA	02/19/2015	374.78
60045	Vendor Continued Check	02/19/2015	0.00
60046	STAPLES ADVANTAGE	02/19/2015	3,918.59
60047	STAR TRIBUNE	02/19/2015	111.80
60048	STATE SUPPLY CO	02/19/2015	1,333.45
60049	STERNS, THOMAS D	02/19/2015	135.00
60050	STUDENT SUPPLY	02/19/2015	442.83
60051	SUBURBAN/GREEN & WHITE TAXI	02/19/2015	11.80
60052	SUMMIT COMPANIES	02/19/2015	275.00
60053	SVAC, NICK	02/19/2015	135.00
60054	SWANSON, STEPHEN	02/19/2015	130.00
60055	SYNCHRONY BANK	02/19/2015	149.83
60056	TAMARACK NATURE CENTER	02/19/2015	924.00
60057	TARGET COMMERCIAL INTERIORS	02/19/2015	499.56
60058	TEACHERS DISCOVERY	02/19/2015	54.15
60059	TELIN TRANSPORTATION GROUP LLC	02/19/2015	263.61
60060	TRADE PRESS INC	02/19/2015	1,145.00
60061	TREETOP PUBLISHING INC	02/19/2015	975.40
60062	TRI-STATE BOBCAT	02/19/2015	41.22
60063	TROJES	02/19/2015	80.00
60064	TROLLHAUGEN	02/19/2015	2,668.00
60065	UHL CO INC	02/19/2015	679.00
60066	ULINE	02/19/2015	347.24
60067	US FOODS CULINARY EQUIP & SUPP	02/19/2015	106.57
60068	VAIL, GAYLE J	02/19/2015	14.45
60069	VERIZON WIRELESS	02/19/2015	35.20
60070	VERUS CORP	02/19/2015	2,012.50
60071	VON FANGE, MICHAEL	02/19/2015	115.00
60072	VOYAGEUR	02/19/2015	160.00
60073	WARGO NATURE CENTER	02/19/2015	670.00
60074	WARNER, GENE	02/19/2015	80.00
60075	WASTE MANAGEMENT OF WI-MN	02/19/2015	16,804.45
60076	WHITE BEAR CENTER FOR THE ARTS	02/19/2015	10,850.00
60077	WHITE BEAR GLASS INC	02/19/2015	625.00
60078	WHITE BEAR LOCKSMITH INC	02/19/2015	63.20
60079	WHITE BEAR LAKE (CITY OF)	02/19/2015	150.00
60080	WHOLE PERSON ASSOCIATES INC	02/19/2015	63.85
60081	WILD MOUNTAIN	02/19/2015	3,110.00
60082	WIMER, MARY KATHRYN	02/19/2015	150.00
60083	WINDSTREAM	02/19/2015	858.29
60084	WINFIELD, F STEPHEN	02/19/2015	74.00
60085	WINNING EDGE SEMINARS	02/19/2015	1,500.00
60086	WOLTERS KLUWER LAW & BUSINESS	02/19/2015	495.00
60087	WORLD BOOK INC	02/19/2015	879.00
60088	XEROX FINANCIAL SERVICES	02/19/2015	340.25
60089	XIONG, XUE	02/19/2015	680.00
60090	YORKOVICH, BRADLEY J	02/19/2015	74.00
60091	ZAPPA'S SPORTING GOODS	02/19/2015	1,301.00

Check Nbr	Vendor Name	Check Date	Check Amount
60092	ZARAMBO, MARIA	02/19/2015	66.00
301	Computer	Check(s) For a Total of	645,129.12

Check Nbr	Vendor Name	Check Date	Check Amount
59513	DOMINOS PIZZA	02/19/2015	55.55
59633	MISSISSIPPI RIVER FUND	02/19/2015	60.00
2	Void	Check(s) For a Total of	115.55

	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
	301	Computer	Checks For a Total of	645,129.12
Total For	301	Manual, Wire Tran, ACH &	Computer Checks	645,129.12
Less	2	Voided	Checks For a Total of	115.55
			Net Amount	645,013.57

Check Nbr	Vendor Name	Check Date	Check Amount
60093	AIG	02/23/2015	6,592.09
60094	AMAZON	02/23/2015	543.78
60095	AMAZON	02/23/2015	219.40
60096	AMAZON	02/23/2015	1,331.12
60097	AMERICAN UNITED LIFE	02/23/2015	61,490.66
60098	AMERICAN UNITED LIFE	02/23/2015	4,531.58
60099	AMERIPRISE FINANCIAL SERVICES	02/23/2015	13,858.26
60100	AXA EQUITABLE	02/23/2015	35,422.25
60101	BENCHMARK EDUCATION COMPANY	02/23/2015	6,595.00
60102	Vendor Continued Check	02/23/2015	0.00
60103	Vendor Continued Check	02/23/2015	0.00
60104	COPY IMAGES INC	02/23/2015	15,038.40
60105	DELTA DENTAL PLAN OF MN	02/23/2015	61,956.00
60106	EDUCATION MN ESI BILLING TRUST	02/23/2015	25,404.61
60107	GREAT LAKES HIGHER EDUC GUARAN	02/23/2015	296.87
60108	GREATAMERICA FINANCIAL SERVICE	02/23/2015	522.87
60109	GURSTEL CHARGO ATTORNEYS AT LA	02/23/2015	287.00
60110	HEALTHPARTNERS	02/23/2015	175,415.97
60111	HOUCHEN BINDERY LTD	02/23/2015	80.50
60112	HOUCK ED D, BONNIE D	02/23/2015	1,300.85
60113	IUOE LOCAL 70	02/23/2015	2,032.65
60114	MESSERLI & KRAMER PA	02/23/2015	491.00
60115	METROPOLITAN LIFE	02/23/2015	2,871.69
60116	MN CHILD SUPPORT	02/23/2015	1,928.60
60117	MUSKE, RICHARD L	02/23/2015	50.00
60118	PRESS PUBLICATIONS	02/23/2015	1,247.38
60119	SCHOOL SERVICE EMPLOYEES	02/23/2015	5,890.31
60120	US DEPT OF EDUCATION	02/23/2015	443.42
60121	VANGUARD SMALL BUSINESS SERVIC	02/23/2015	26,673.64
60122	WBLA EDUCATIONAL FOUNDATION	02/23/2015	856.29
30	Computer	Check(s) For a Total of	453,372.19

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	30	Computer	Checks For a Total of	453,372.19
Total For	30	Manual, Wire Tran, ACH & Computer	Checks	453,372.19
Less	0	Voided	Checks For a Total of	0.00
		Net Amount		453,372.19

RESOLUTION FOR ACCEPTANCE OF GIFTS

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

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

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

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

AGENDA ITEM: **Acceptance of Gifts**
 MEETING DATE: **March 2, 2015**
 SUGGESTED DISPOSITION: **Operational Item**
 CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance and Operations**

Donation	Donor	Recipient
\$1,000	White Bear Lake Area Educational Foundation	White Bear Lake Area High School Excellence Event
\$500 Jersey Sponsor	SnapOn Tools Jeff Goudreau	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	SnapOn Tools Rich Harris	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Cap Electric Brian Wilke	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Polar Chevrolet Randy Thiesfeld	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	STS Jon Anderson	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Wachtler Law Chris Wachtler	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Advanced Family Dental	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	WJ Bradley Mortgage Dave Mathies	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Mavo Systems Tom Giller	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Parsons Electric Carol Walberg	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	CMBR	White Bear Lake Area High School Boy's Hockey Team

\$500 Jersey Sponsor	Newpower Farms Chris Newpower	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Will Anderson Insurance Will Anderson	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Frazer Auto Gary Moos	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Steffel/ Farmers Insurance Paul Steffel	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Volunteer Metals Randy Hagler	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Performance Contracting Darren Gast	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Metro Dental Partners Jeff Rolling	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Smartfill Randy Cole	White Bear Lake Area High School Boy's Hockey Team
\$500 Jersey Sponsor	Lawson Products Sean McCoshen	White Bear Lake Area High School Boy's Hockey Team
Microscope Kit for Science	Chase Family	White Bear Lake Area School District
\$167.50 For transportation to Orchestra Hall	Willow Lane Elementary PTO	Willow Lane Elementary School
\$685.76	Target Take Charge of Education	Sunrise Park IB World School
\$74.05	Wells Fargo Foundation Educational Matching Gift Program	Sunrise Park IB World School
Four Child Size Bicycles (value at \$100 each)	Mr. Chris Wright	Oneka Elementary School
152 Thesaurus for 5 th grade students	White Bear Lions Club	Oneka Elementary School
\$1,506.33 to be used for enhancing technology	Target Take Charge of Education	Oneka Elementary School

RECOMMENDATION: Accept donations.

AGENDA ITEM: Field Trip Request

MEETING DATE: March 2, 2015

SUGGESTED DISPOSITION: Consent Agenda

CONTACT PERSON(S): Sara Paul, Assistant Superintendent

Background:

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

Date of Trip and Destination	Requesting Staff Member	Grade/ Team	Number of School Days Missed	Number of Students Attending	Total Cost per Student and Source of Revenue	Means of Transportation	Purpose of Field Trip
Saturday, March 21 – Sunday, March 22, 2015 Mankato State University Mankato, MN	Tom Paulson	South Campus Varsity boys Track	0	30	Total cost per student: \$85.00 Student Portion: \$0.00 Other Source(s): Fundraising BB Tourney	Coach Bus	Varsity Track Meet at Mankato State University provides excellent team building opportunity.
Thursday, April 9 – Saturday, April 11, 2015 Wisconsin Dells, WI	Craig Nasvik	South Campus Boys Golf	1	12	Total cost per student: \$55.00 Student Portion: \$55.00 Other Source(s): Parents & Fundraisier	School Vans	To compete with some Wisconsin schools boys track teams that WBL does not typically compete with. To promote team building and team order for the golf season.

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

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

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

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

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATIONS/TERMINATION – CLASSIFIED STAFF

GEE VUE – Custodian, High School – North Campus
Employed by District 624 since 08/18/2014
Effective Date: 02/06/2015

RETIREMENT – CERTIFIED STAFF

TERESA SHAFER – Special Education Teacher, Sunrise Park Middle School
Employed by District 624 since 10/09/1997
Effective Date: 06/08/2015

FULL – TIME LEAVE REQUEST – CLASSIFIED STAFF

STACEY HUNT – Regular Part Time Cook – Birch Lake Elementary
Employed by District since 09/23/2013
Effective Date: February 20, 2015 through June 5, 2015

HARRY SIMPKINS – Bus Driver – Bus Garage
Employed by District since 08/28/2006
Effective Date: January 12, 2015 through March 6, 2015

FULL – TIME LEAVE REQUEST – CERTIFIED STAFF

LYDIA BRADLEY – Special Education Teacher, Otter Lake Elementary
First Year General Leave Request
Effective Date: 2015 – 2016 School Year

DANIELLE COTTS – Kindergarten Teacher, Vadnais Heights Elementary
Employed by District since 09/04/2012
Effective Date: February 18, 2015 through May 22, 2015

LAURA HUNZIKER – Kindergarten Teacher, Lakeaires Elementary
Employed by District since 08/26/2010
Effective Date: February 9, 2015 through April 10, 2015

SARAH TREANOR – Grade 5 Teacher, Matoska International
Employed by District since 08/27/2007
Effective Date: February 18, 2015 through June 8, 2015

JACLYN WHITCOMB-BREMER – FACS Teacher, High School – South Campus
Employed by District since 08/21/2003
Effective Date: February 2, 2015 through April 24, 2015

CHANGE IN PROBATIONARY CONTRACT – CERTIFIED STAFF
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SANDY PETERS – Grade 5 Teacher, Matoska International
From .30 f.t.e. to 1.0 f.t.e.
Effective Date: February 16, 2015 through June 8, 2015

NEW PERSONNEL – CLASSIFIED STAFF

JAMES DEVITT – Program Assistant Leader, Lincoln Elementary
\$13.44 / hr., 4.75 hrs. / 98 days \$6,256.32
Effective Date: 02/13/2015

BRANDON JOHNSON – Behavior Intervention Paraprofessional, Willow Lane Elementary
\$16.90 / hr., 3.0 hrs. / 72 days \$3,360.40
Effective Date: 02/17/2015

KIMBERLY LAHR – Program Assistant Leader, Oneka Elementary
\$12.92 / hr., 5.5 hrs. / 103 days \$7,319.18
Effective Date: 02/06/2015

LEE LOR – Accountant, District Center
\$17,000 (Pro-rated on \$51,000)
Effective Date: 03/02/2015

ANNE MCLEOD – Program Assistant Leader, Otter Lake Elementary
\$12.92 / hr., varied hrs. / 74 days \$3,585.30
Effective Date: 02/23/2015

LEEANN OLSON – Pupil Support Assistant, Central Middle School
\$17.30 / hr., 6.5 hrs. / 78 days \$8,771.10
Effective Date: 02/09/2015

NEW LONG TERM SUBSTITUTE – CERTIFIED STAFF

LEAH BULLOCK – Grade 2 Teacher, Matoska International
BA, Step 1 \$9,312.70 (Pro-rated on \$39,275)
Effective Date: March 2, 2015 through May 8, 2015

EMILIE DILLNER – Intervention Teacher, Willow Lane Elementary
BA, Step 1 \$6,680.85 (Pro-rated on \$39,275)
Effective Date: April 1, 2015 through May 15, 2015

KAYTE KOEHLER – FACS Teacher, High School – South Campus
BA, Step 1 \$10,021.19 (Pro-rated on \$39,275)
Effective Date: February 11, 2015 through April 24, 2015

JACQUELINE ROWLAND – .3 Intervention Teacher, Matoska International
MA, Step 1 \$5,585.71 (Pro-rated on \$43,783)
Effective Date: February 9, 2015 through June 5, 2015

MARTHA SATHER – Music Teacher, Sunrise Park Middle School
BA+30, Step 4 \$9,163.60 (Pro-rated on \$44,444)
Effective Date: March 16, 2015 through May 8, 2015

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: **Update on Completion of Willow and Lakeaires Renovations**

MEETING DATE: **March 2, 2015**

SUGGESTED DISPOSITION: **Information Item**

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

BACKGROUND:

Dr. Wayne Kazmierczak will provide an update on the completed projects at Willow Lane Elementary and Lakeaires Elementary Schools. The principals and members from each staff will describe how these additions and renovations make a difference in teaching and learning.

Agenda Item C-2
March 2, 2015
School Board Meeting

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **March 2, 2015**
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: **Policy 497, Nepotism**
MEETING DATE: **February 9, 2015**
SUGGESTED DISPOSITION: **Discussion Item**
CONTACT PERSON(S): **Linda Goers, Director of Human Resources**

BACKGROUND:

School Board Policy 497, Nepotism, has been reviewed by the Policy Committee and the administration. It is being presented for a first reading.

The purpose of this policy is to establish consistent employment guidelines and to prevent situations where an individual may have or be perceived to have unfair influence over the career development, work assignments or work direction, performance reviews, or compensation of a family member who is also employed by White Bear Lake Area Schools.

RECOMMENDATION:

To review the policy and provide suggestions or feedback to the administration, with the policy placed on the April 13, 2015 School Board meeting agenda or a subsequent meeting for action.

497 NEPOTISM

I. PURPOSE

The purpose of this policy is to establish consistent employment guidelines and to prevent situations where an individual may have or be perceived to have unfair influence over the career development, work assignments or work direction, performance reviews, or compensation of a family member who is also employed by White Bear Lake Area Schools.

II. GENERAL STATEMENT OF POLICY

- A. The District may employ family members of current employees. To be hired, transferred or promoted, close family members may *not*:
 - 1. Be assigned to positions where one can influence the employment conditions or career of the other. This includes decisions involving hiring, termination, compensation, performance evaluation, discipline, promotional opportunities and work assignments; or
 - 2. Be assigned to positions where one reports to, directs the work of, or otherwise has direct or indirect supervision of another close family member.
- B. This policy shall apply to appointment of temporary and summer help, as well as contract employees.
- C. This policy shall be interpreted and applied consistently with mandates of federal and state equal employment opportunity and discrimination laws.

III. DEFINITIONS

- A. “Close Family Member.” A close family member includes: parent, spouse, child (including adopted child), sibling, grandmother, grandfather, grandchildren, niece, nephew, aunt, uncle, first cousin, all step relatives including stepchild, step-mother, step-father, step-sister and step brother, in-law relationships including father and mother-in-law, daughter and son-in-law, brother and sister-in-law, domestic partner or a member of the employee’s household.
- B. “Direct or Indirect Supervision.” Direct or indirect supervision means within a chain of command such that an employee’s work responsibilities, salary, career progress or other terms and conditions of employment could be influenced by a close family member.

“Direct or Indirect Supervision.” Direct or indirect supervision means the authority to make, participate in, or recommend employment- and/or compensation-related decisions involving a close family member, including, but not limited to, decision concerning hiring, promotion, transfer, discipline, termination, salary, evaluation, grievance resolution, or other similar personnel actions.

IV. ADDRESSING EXISTING CONFLICTS AND CHANGES IN RELATIONSHIP BETWEEN EMPLOYEES

- A. The Department of Human Resources will be responsible for implementing the provisions of this policy based upon the information furnished by applicants and employees.
- B. Any School District employee involved in a direct or indirect supervision relationship with a close family member that existed prior to the original approval date of this policy or that arises after the adoption of this policy shall promptly notify the Director of Human Resources of such relationship.
- C. Applicant/employee is responsible and accountable for providing accurate and complete information regarding the identity of his/her “close family members” on disclosure forms/statements, including, but not limited to, those required for employment, assignment, transfer, or promotion.
- D. Employees witnessing nepotism under this policy shall report such activity to the Director of Human Resources. No employee may be subject to reprimand or disciplinary action for good faith reports under this policy.
- E. The District reserves the right to modify the employment relationship by whatever means necessary.

V. SPECIAL PROVISIONS

- A. The District reserves the right to review the application of this policy in individual cases that involve minor children who are in temporary positions, e.g. refereeing of youth sports or other community service type activities, providing that the selection and hiring of the student is done in accordance with our human resources protocols and under the oversight of the Director of Human Resources.

VI. COMPLIANCE WITH EQUAL OPPORTUNITY AND DISCRIMINATION LAWS

- A. Nothing in this policy shall be construed as discouraging the employment of close family members for positions that do not involve direct or indirect supervision.

Legal References: Minn. Stat. Ch. 363 (Minnesota Human Rights Act)
42 U.S.C., Section 2000c et seq.(Title VII. of the Civil Rights Act)

AGENDA ITEM: **Overview of Secondary Program and Facilities Task Force Recommendations**

MEETING DATE: **March 2, 2015**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Over the past several months, the District's Secondary Program and Facilities Task Force has been working to identify potential secondary level program and facilities improvements. The group defined Phase I projects as short-term facilities needs that could be completed within the next two years by using existing resources or existing funding sources. Phase II projects were defined as long-term facilities needs that could be completed two years or more into the future using existing resources, existing funding sources, or through other means such as the issuance of bonds. The focus at this particular School Board meeting will be on Phase I recommendations. The tentative outline of the presentation is as follows:

1. Update on Secondary Program and Facilities Task Force, Phase I
2. Overview of 2013 White Bear Lake Area Athletic Facilities Needs Assessment
 - Artificial turf field
 - Future planning for priorities identified in needs assessment
3. Preview of Secondary Program and Facilities Task Force, Phase II

E. OPERATIONAL ITEMS

AGENDA ITEM: **Proposed School Calendar for 2015-16**
MEETING DATE: **March 2, 2015**
SUGGESTED DISPOSITION: **Operation Item**
CONTACT PERSON(S): **Linda Goers, Director of Human Resources**

BACKGROUND:

On December 15, 2014, the calendar committee proposed a draft school calendar for year 2015-16 school year. Further consultation with union leadership and principals resulted in additional revisions included in this final draft.

The 2015-16 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 on September 8, 2015, and the last day for students is on June 9, 2016. One (1) additional day not appearing on the calendar but footnoted can be used for teacher preparation such as preparing for parent conferencing. Teachers will schedule when these hours will be used with their principal. It is also agreed that these hours must be completed no later than the end of the Education Minnesota Professional Conference week in October 2015.

Modifications were made to the proposed calendar on the February 9, 2015, school board meeting for the first reading.

Based on feedback from staff we changed the dates of the February K-5 conferences to Thursday February 11th, Tuesday, February 16th, and Thursday February 18th. This will allow the placement of the two afternoon and evening conferences on the 16th and 18th to occur during a four day week as Monday the 15th is Presidents day and a non-school day.

In addition, principals will have the flexibility to work with staff to meet the needs of parents in scheduling conferences outside of the three evening conferences by allowing the time indicated on February 18th to be used for hours before the school day. Early Childhood conferences will be scheduled through individual sites and are not listed on the calendar.

RECOMMENDATION:

Approve the 2015-16 calendar as presented.

2015-16 **CALENDAR**

White Bear Lake Area Schools

August 24-25.....New Teacher Orientation
 Aug31-Sept 3 Teacher Work Days & Professional Development Days
 September 7No School - Labor Day
 September 8First Day of School (Grades 1-12)
 September 8-9 Kindergarten Orientation
 September 10 First Day of School (K & K+)
 October 15-16No School - Education Minnesota Conference
 November 6End of First Quarter
 November 9No School—Teacher Work Day & Professional Development
 November 10Parent Conferences (K-12+)*
 November 12Parent Conferences (K-12+)
 November 16Parent Conferences (K-5)
 November 17Parent Conferences (6-12+)
 November 26-27No School - Thanksgiving Break
 December 21-31No School - Winter Break
 January 1No School - Winter Break
 January 18No School - MLK, Jr. Day Professional Development
 January 28End of Second Quarter
 End of First Semester
 January 29No School - Teacher Work Day
 February 11.....Parent Conferences (K-5)
 February 15.....No School - Presidents Day
 February 16.....Parent Conferences (K-5)
 February 18.....Parent Conferences (K-5)*
 *Sites will have the flexibility to reallocate time from afternoon or evening conferences on February 18th to provide additional hours to meet with parents before or after school
 March 8.....Parent Conferences (6-12+)
 March 10.....Parent Conferences (6-12+)
 March 15.....Parent Conferences (6-12+)
 March 21-25.....No School - Spring Break
 April 7End of Third Quarter
 April 8No School—Teacher Work Day & Professional Development
 April 29.....No School—Professional Development
 May 30.....No School - Memorial Day
 June 9.....Last Day of School (All Students)
 End of Fourth Quarter
 End of Second Semester
 June 10.....Graduation

*Early Childhood conferences will be scheduled through individual sites

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JULY						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JANUARY						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
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31						

AUGUST						
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30	31					

FEBRUARY						
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14	15	16	17	18	19	20
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28	29					

SEPTEMBER						
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13	14	15	16	17	18	19
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27	28	29	30			

MARCH						
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		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

OCTOBER						
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				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31



APRIL						
S	M	T	W	Th	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30



NOVEMBER						
S	M	T	W	Th	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					


MAY						
S	M	T	W	Th	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

DECEMBER						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

 First/Last Day of School
 End of Quarter/Semester

 No School for Students
 All District Buildings Closed

 Parent/Teacher Conference

AGENDA ITEM: **Approval of Bid—South Campus HVAC Replacement Project**

MEETING DATE: **March 2, 2015**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Attached please find a tabulation of the bids received for work related to the South Campus HVAC replacement project. The project is included in the District's 10-year alternative facilities plan and will be funded with proceeds from the issuance of alternative facilities bonds. After reviewing the information with the district's engineer for the project, Hallberg Engineering, Inc., it is recommended that the project be awarded as follows:

South Campus HVAC Replacement	Contractor	Amount
Base Bid	Northern Air, Inc.	639,975
Total		\$639,975

Recommendation: Move to accept the bid for the South Campus HVAC replacement project submitted by Northern Air, Inc. in the amount of \$639,975.

**WHITE BEAR LAKE AREA SCHOOLS
BID TABULATION**

Building/Site: South Campus

Project Description: Replacement HVAC System
Project No. R14-2008.003

Bid Opening: February 17, 2015 at 3:00 p.m.

Contractor	Base Bid	Total
Northern Air Corporation	639,975	639,975
Horwitz/NS/I	708,417	708,417
Derau Construction	738,400	738,400
Thelen Heating & Roofing	786,000	786,000
General Sheet Metal	839,000	839,000

AGENDA ITEM: **Approval of Bid—Hippodrome Deferred Maintenance Project**

MEETING DATE: **March 2, 2015**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Attached please find a tabulation of the bids received for work related to the Hippodrome deferred maintenance project. The project is included in the District's 10-year alternative facilities plan and will be funded using a combination of proceeds from the issuance of alternative facilities bonds and operating capital funds. After reviewing the information with the district's engineer for the project, Hallberg Engineering, Inc., it is recommended that the project be awarded as follows:

Hippodrome Deferred Maintenance Project	Contractor	Amount
Base Bid	Rink-Tec	411,000
Total		\$411,000

Recommendation: Move to accept the bid for the Hippodrome deferred maintenance project submitted by Rink-Tec in the amount of \$411,000.

**WHITE BEAR LAKE AREA SCHOOLS
BID TABULATION**

Building/Site: Hippodrome

Project Description: Deferred Maintenance Project
Project No. R14-2008.000

Bid Opening: February 17, 2015 at 2:00 p.m.

Contractor	Total
Rink-Tec	411,000
CMBR	497,500

AGENDA ITEM: **Action to Authorize the Solicitation of Bids for Artificial Turf Field at South Campus**

MEETING DATE: **March 2, 2015**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Earlier on this meeting's agenda, the School Board was provided an overview of the Secondary Program and Facilities Task Force recommendations. One of the recommended items was the installation of an artificial turf field at South Campus. Approval of this agenda item authorizes District administration to solicit bids for this project. The attached Questions & Answers document provides a considerable amount of background information related to this specific project.

Specifications will be developed for the base work of the project. The base work includes the work necessary to prepare the site for artificial turf and will be bid using a traditional competitive bidding process. The top, visible portion of the field will be purchased through the National Joint Powers Alliance (NJPA), a Minnesota-based purchasing cooperative formerly known as the North Central Service Cooperative (NCSC). The NJPA serves as a municipal contracting agency for government and education agencies under the authority legislated by Minnesota Statute 123A.12. Competitive bidding requirements are fully met by working with the NJPA.

Recommendation: Move to authorize the solicitation of bids for an artificial turf field at South Campus.

WHITE BEAR LAKE AREA SCHOOLS
White Bear Lake Area High School—South Campus
Artificial Turf Field Q&A

The installation of an artificial turf field on White Bear Field at White Bear Lake Area High School - South Campus is currently under consideration. This document is intended to provide background information related to this potential project.

Why is an artificial turf field being considered?

A turf field would provide White Bear student athletes and community-based athletic associations 1) increased access to high quality athletic fields, 2) increased availability of usable outdoor space for physical education classes, 3) greater flexibility in scheduling of activities, and 4) facilities that are more equitable compared to other Suburban East Conference schools.

Has an artificial turf field been considered in the past?

In 2009 and again in 2012, the District explored the possibility of installing an artificial turf field at White Bear Lake Area High School - South Campus. Since 2009, various other projects have been completed which reflect the strategic priorities of the school district during this time period. For example, projects at several of the District's elementary schools provided secure entrances, additional classroom spaces and gymnasiums. Improvements have been made to the District's performing arts spaces at both South Campus and North Campus, and significant upgrades have been made to numerous heating, ventilation and air conditioning (HVAC) systems throughout the District. Projects such as these were identified in the District's strategic plan and have resulted in significant improvements that will benefit students for generations to come.

How does this project fit with the District's strategic plan?

As previously indicated, the concept of an artificial turf field has been discussed for several years and has been specifically included in the School Board/Superintendent Goals for 2014-2015:

Strategy III: We will ensure our facilities support our District's mission and objectives.

Strategy III. 1: The District will ensure that inside and outside large group spaces are comparable to conference schools.

The District, in partnership with its municipalities and various athletics associations, has completed an analysis of space issues across the District. The results of this study were presented to the committee on April 24, 2013 and were presented to the School Board on May 20, 2013.

Outside space, and more specifically, artificial turf at the Stadium on South Campus needs to be addressed. White Bear Lake Area High School is one of the few members of

our conference to still play on grass. Both the quality of the field and the opportunity for a significant increase in usability would result from this upgrade.

What involvement has the broader community had in consideration of this project?

White Bear Lake Area Schools, in partnership with area cities, townships, and other partners, provides athletic facilities for school, athletic group, and general public use. In 2012-2013, the School District and its partners worked with Hoisington Koegler Group (HKGi) to prepare an inventory and needs analysis of public athletic facilities and senior citizen recreation facilities. The needs assessment process was guided by a steering committee consisting of representatives from the school district, area municipalities, and athletic associations. In May of 2013, the White Bear Lake Area Athletic Facilities Needs Assessment was received and reviewed by the School Board.

The executive summary from the Needs Assessment detailed that one of the primary purposes of the analysis was to determine the adequacy of athletic facilities within School District boundaries to meet current and anticipated future needs. The study identified key facility needs and included recommendations for action to address the identified priorities. Based on extensive research, evaluation and stakeholder input, the group identified multi-use turf fields as a key facilities need in the community.

How do White Bear Lake Area High School's current outdoor stadium facilities compare with other area schools and other conference schools?

As White Bear looks to remain competitive within the Suburban East Conference and the newly formed East Metro Football District, facilities are an important consideration. Of the 9 conference schools, the following have at least one artificial turf field available for student use: Cretin-Derham Hall, East Ridge, Mounds View, Park, Roseville, and Woodbury. In addition, neighboring high schools such as Mahtomedi, North St. Paul, Tartan, Irondale, and Centennial have all installed an artificial surface on their stadium field; Stillwater is currently considering installing two fields. Adding an artificial turf field would result in more equitable facilities for White Bear Lake Area Schools students compared to other conference, district, and neighboring schools.

How has increased demand for the existing field at South Campus impacted the current field?

The demand for athletic fields continues to increase. The most tangible and obvious evidence of this increase in demand occurred with the addition of boys and girls lacrosse in 2008. Wear and tear on the existing grass field increased significantly, and without the spring season to allow the grass field to recover from intensive fall activities, it has become a challenge to keep the field in top form to ensure that student athletes have a safe playing surface upon which to compete.

How much is the current field used, and how would the usage be impacted by the installation of an artificial turf field?

Usage during the 2013-2014 school year on the existing grass field was as follows: In the fall of 2013, the field was used 5 times for varsity football games, 8 times for boys varsity soccer games and 9 times for girls varsity soccer games. During the spring of 2014, the existing field was used a total of 6 times

for boys varsity lacrosse games and 6 times for girls varsity lacrosse games. Physical education classes do not currently use the field.

An artificial turf field would quickly become the District's largest and most often used classroom. Games, practices, and physical education classes would be held on the field without concern of overuse and without concern for damage that occurs to a grass field during inclement weather. Potential use of the artificial turf field would be limited only by the number of hours in a day. Competitions, practices, and physical education classes using the field would number in the hundreds each year. The field would also be used extensively in the summer months and during the evening hours for other School District and community-based recreation programs.

Would the field only be accessible to White Bear Lake high school students?

An artificial turf field at South Campus would be a community asset and would benefit students of all ages. While it would provide significant opportunities for the students and teams of White Bear Lake Area Schools, it would also provide opportunities for the various community-based athletic associations that would have access to the facility when it is not being used by the District.

How much would an artificial turf field cost? How would the District pay for this project?

The estimated cost of an artificial turf field at South Campus is \$1.3 million; the District intends to use existing reserves to cover the project cost. This project has been built into the District's budget and will not result in a tax increase.

Could the District redo the existing field and replace the natural surface either by planting new grass or installing sod?

Replacing the existing field with natural grass has been considered. The base work required to improve the condition of the soil on the field is similar to what must be done with an artificial turf field installation; the cost estimate of this base work is \$625,000 under either scenario. Surface preparation for a natural grass field is estimated to cost \$200,000 for a total cost of \$825,000. Compared to \$1.3 million for an artificial turf field, the incremental cost to install artificial turf rather than redoing the field with a natural surface is approximately \$475,000. While a new natural surface would be an improvement over the existing field, the current limits on the use of the field would remain unaddressed.

Is it less expensive to maintain an artificial turf field compared to the existing field?

The District's grounds department estimates an annual cost of \$16,000 to maintain the existing grass field at South Campus. This amount includes the cost of labor, water for irrigation, and paint. These costs would be largely eliminated other than some labor for maintaining the artificial turf field, estimated to be approximately \$2,500 per year. Additional rental revenue may be realized with the increased availability for field usage. The District would intend to follow existing facilities use policies and procedures; the field would be appropriately viewed as a community asset.

How long does an artificial turf field typically last?

Artificial turf fields consist of a base layer and the visible surface. The base layer lasts for approximately 30 years. The visible portion of a turf field is estimated to last for 10-15 years before replacement.

When would the project begin and end?

If approved by the School Board in March, the project would begin in the spring of 2015 and would be completed by mid-August 2015.

How would the timing of the project impact student activities?

The project would commence on or about May 15. Once construction begins, the existing grass field and the track surrounding the field would not be accessible for student or community use. The impacted student activities would include boys and girls lacrosse and boys and girls track and field. Boys and girls lacrosse would play their normal schedule up to the start of construction. Any games after May 15 would be played at Price Field. The track and field teams would not host any meets on May 15 or later, and practice would be held at South Campus in an alternate location. Additionally, arrangements would be made with another area high school so that White Bear Lake Area High School track and field athletes would have access to a track during the last couple of weeks of the season. The anticipated completion date of the project would be August 15.

How would this project impact summer outdoor events that are annually held at South Campus?

The stadium would not be available during the summer months with one exception: The annual *Relay for Life of White Bear Lake*. *Relay for Life* is scheduled to begin at 6:00 p.m. on Friday, July 31 and continue through 6:00 a.m. on Saturday, August 1. District staff have already begun working with *Relay for Life* representatives to make accommodations should the project be approved. Specifically, the infield would not be available, so other green space at South Campus would be used for tents, and District staff would coordinate with the project engineer to ensure that the track is available for this important community event.

I have heard some discussion about potential health and environmental risks associated with some of the materials used for artificial turf fields. Is artificial turf safe?

The primary material in question on artificial turf fields is crumb rubber, which is made from recycled tires and is by far the most frequently used infill on artificial turf fields. While numerous studies by independent agencies, universities, and government organizations, including a 2009 study conducted by the United States Environmental Protection Agency, have found crumb rubber to be safe for use on artificial turf fields, other options are available.

District staff who have been working closely with the project engineer have made a preliminary determination that an infill product marketed as Ecofill, rather than crumb rubber, is the preferred choice for White Bear Lake. Ecofill is a thermoplastic elastomer (TPE) based resilient granule. Ecofill is manufactured in a factory-controlled environment with a combination of select raw components that are free from potentially harmful substances. Ecofill does contain recycled post-consumer content in its composition, but rather than used tires, recycled pop bottles and plastic grocery bags are used. Another

advantage of Ecofill is its green color, which results in a playing surface that is up to 30% cooler compared to black crumb rubber infilled playing surfaces.

A Secondary Facilities Task Force has been working to identify facility needs throughout the District. Was this project part of this task force's work?

A Secondary Facilities Task Force was convened in the fall of 2014. This group has been working to identify short-term projects, identified as Phase I, to be completed in the next two years. The Task Force has been using the following working definitions of Phase I and Phase II:

- Phase I: Short-term facilities needs are considered to be projects that could be completed within the next two years. These projects will be termed Phase I of the plan. A Phase I report, including recommendations, is due in early 2015. Generally, site improvements or additions that can be accomplished using the district's existing resources or existing funding sources (e.g. alternative facilities revenue, existing reserves) will be included in Phase I. Specific areas of focus will include the 2013 athletic facilities study, technology and learning environment, music/performing arts and general site improvements which will include consideration of the World's Best Work Force plan.
- Phase II: Long-term facilities needs are considered to be projects that could be completed two years or more into the future. These projects will be termed Phase II of the plan. One of the primary questions related to Phase II projects will be the cost benefit analysis of a single campus high school. Generally, site improvements or additions that require resources beyond what is currently available will be considered Phase II. Where appropriate, Phase II improvements or additions that can be realized using existing resources will be identified and included as recommendations. Phase II may include the engagement of a consultant to assist the steering committee with the task of community engagement about long-term facilities related needs. The scope of Phase II will be revisited upon completion of a revised strategic plan during the spring of 2015.

The installation of a turf field at South Campus is supported by the findings and priorities of the 2013 White Bear Lake Area Athletic Facilities Needs Assessment and resulting priorities, it is one of the School Board/Superintendent Goals for 2014-15 and it is supported by the Secondary Facilities Task Force as a short-term, Phase I priority.

AGENDA ITEM: **Policy 421, Gifts to Employees, Classrooms, and Board Members**

MEETING DATE: **March 2, 2015**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 421, Gifts to Employees, Classrooms, and Board Members, has been reviewed by the Policy Committee and the administration, had a first reading in February, and is being presented for action.

The purpose of this policy is to avoid an actual or the appearance of an impropriety, and an actual or the appearance of a conflict of interest with respect to gifts given to school district employees, to schools, classrooms, and school board members.

RECOMMENDATION:

To approve School Board Policy 421, Gifts to Employees, Classrooms, and Board Members, as recommended by the Policy Committee and administration.

Adopted: April 29, 1996

White Bear Lake Area School District #624 Policy 421

Revised: May 13, 2013

421 GIFTS TO EMPLOYEES, AND SCHOOLS, CLASSROOMS, AND SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to avoid an actual, or the appearance of, an impropriety, and or an actual, or the appearance of, a conflict of interest with respect to gifts given to school district employees, or gifts given to schools, classrooms, or and school board members.

II. GENERAL STATEMENT OF POLICY

A. The school district recognizes that students, parents/guardians, and others may wish to show appreciation to school district employees or school board members and/or to a particular school or classroom. ~~It is the~~ The policy of the school district, however, is to discourage gift-giving to employees, and schools, classrooms, and school board members, and to encourage donors instead to write letters and notes of appreciation or to give small tokens of gratitude as memorabilia. Any gifts accepted of more than that are not of nominal value, shall become property of the District.

B. ~~It shall be a~~ A violation of this policy occurs when ~~for any an~~ employee ~~to~~ solicits, accepts, or receives either by direct or indirect means, a gift of greater than nominal value from a student, parent/guardian, or other individual or organization ~~of greater than nominal value.~~

C. ~~It shall be a~~ A violation of this policy occurs when ~~for any~~ employee ~~to~~ solicits, accepts, or receives gifts or donations, of greater than nominal value, to fund school or classroom items, by any means, including the use of a website, without prior approval of the building principal and/or in a manner that is otherwise out of compliance with Policy 706: Acceptance of Gifts.

D. ~~It shall be a~~ A violation of this policy occurs when ~~for any~~ employee ~~to~~ solicits, accepts, or receives a gift from a person or entity doing business with or seeking to do business with the school district. Employees may accept items of ~~insignificant~~ nominal value or less or of a promotional or public relations nature. ~~The superintendent has discretion to determine what value is "insignificant."~~

E. Teachers may accept from publishers free samples of textbooks and other related teaching materials.

F. This policy applies only to gifts given to employees where the donor's relationship with the employee arises out of the employee's employment with the school district. It does not apply to gifts given to employees by personal friends,

family members, other employees, or others unconnected to the employee's employment with the school district.

G. An elected or appointed member of the school board, the superintendent, school principals and building administrators, and district cabinet members, including the school business official, may not accept any gift valued at more than \$5 from an interested person.

III. DEFINITIONS

A. "Gift" means money, real or personal property, a service, a loan, a forbearance or forgiveness of indebtedness, or a promise of future employment, that is given without something of equal or greater value being received in return.

B. "Interested person" means a person or a representative of a person or association that has a direct financial interest in a decision that the school board, the superintendent, school principals and building administrators, or a district cabinet member is authorized to make.

C. "Nominal value" means a value of \$5 or less.

IV. PROCEDURES

Any employee or school board member considering the acceptance of a gift, individually or for any component ~~their school or classroom~~ of the district, shall confer with the administration for guidance related to the interpretation and application of this policy.

V. VIOLATIONS

Employees who violate the provisions of this policy may be subject to discipline, which may include reprimand, suspension, ~~and/or~~ termination and/or discharge. School board members who violate the provisions of this policy may be subject to discipline in accordance with applicable statute and school district policy.

Legal References: Minn. Stat. § 10A.07 (Conflicts of Interest)
Minn. Stat. § 10A.071 (Prohibition of Gifts)
Minn. Stat. § 15.43 (Acceptance of Advantage by State Employee;
Penalty)
Minn. Stat. § 471.895 (Certain Gifts by Interested Persons Prohibited)

Cross References: WBLASB Policy 209 (Code of Ethics)
WBLASB Policy 210 (Conflict of Interest – School Board Members)
WBLASB Policy 306 (Administrator Code of Ethics)

AGENDA ITEM: **Policy 527, Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches**

MEETING DATE: **March 2, 2015**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Sara Paul, Assistant Superintendent**

BACKGROUND:

School Board Policy 527, Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches, has been reviewed by the Policy Committee and the administration, had a first reading in February and is being presented for action.

The purpose of this policy is to provide guidelines for use and parking of motor vehicles by students in school district locations, to maintain order and discipline in the schools and to protect the health, safety and welfare of students and school personnel.

RECOMMENDATION:

Approve School Board Policy 527, Student Use and Parking of Motor Vehicles; Patrols, Inspections and Searches, as recommended by the Policy Committee and administration.

527 STUDENT USE AND PARKING OF MOTOR VEHICLES; PATROLS, INSPECTIONS AND SEARCHES

I. PURPOSE

The purpose of this policy is to provide guidelines for use and parking of motor vehicles by students in school district locations, to maintain order and discipline in the schools and to protect the health, safety and welfare of students and school personnel.

II. GENERAL STATEMENT OF POLICY

It is the **The** policy of this school district **is** to allow the limited use and parking of motor vehicles by students in school district locations. ~~It is the~~ The position of the school district **is** that a fair and equitable district-wide student motor vehicle policy will contribute to the quality of the students' educational experience., ~~will maintain order and discipline in the schools, and will protect the health, safety and welfare of students and school personnel.~~ This policy applies to all students in the school district.

III. DEFINITIONS

- A. "Contraband" means any unauthorized item, possession of which is prohibited by school district policy and/or law. It includes, but is not limited, to weapons and "look-alikes", alcoholic beverages, controlled substances and "look-alikes", overdue books and other materials belonging to the school district, and stolen property.

(Order changed to be alphabetical)

- B. "Reasonable scope" means that the scope and/or intrusiveness of the search is reasonably related to the objectives of the search. Factors to consider in determining what is reasonable include the seriousness of the suspected infraction, the reliability of the information, the necessity of acting without delay, the existence of exigent circumstances necessitating an immediate search and further investigation (e.g. to prevent violence, serious and immediate risk of harm or destruction of evidence), and the age of the student.
- C. "Reasonable suspicion" means that a school official has grounds to believe that the search will result in evidence of a violation of school district policy, rules, and/or law. Reasonable suspicion may be based on a school official's personal observation, a report from a student, parent, or staff member, a student's suspicious behavior, a student's age and past history or record of conduct both in and out of the school context, or other reliable sources of information.

- D. "School district location" means property that is owned, rented, leased, or borrowed by the school district for school purposes, as well as property immediately adjacent to such property that may be used for parking or gaining access to such property. A school district location also shall include any site where a school function occurs, such as school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district.

IV. STUDENT USE OF MOTOR VEHICLES IN SCHOOL DISTRICT LOCATIONS

Students generally are not permitted to use motor vehicles during the school day in any school district location. Students may use motor vehicles on the high school campuses during the school day only if there is an emergency and or permission has been granted to the student by the designated school official to use a motor vehicle. Except for situations where students have completed the appropriate form and received permission, or when district transportation is not provided, students representing the school district through their participation in district events, sports, and activities, are required to use district provided transportation to and from district events. ~~Students are permitted to use motor vehicles in school district locations outside of the school day only on the high school campuses. Student drivers are expected to be safe and courteous at all times.~~

V. STUDENT PARKING OF MOTOR VEHICLES IN SCHOOL DISTRICT LOCATIONS

- A. Students are permitted to park in a school district location as a matter of privilege, not of right. Students driving a motor vehicle to a high school campus may park the motor vehicle in the parking lot(s) and/or section of the parking lot(s) designated for student parking only. Students will not park vehicles in driveways, on private property, on street locations where parking is restricted, or in other designated areas, e.g. parking lots designated for use only by staff or by the general public, **including designated visitor parking areas. (visitor parking). Students who park in designated student parking areas must display a valid, school-issued parking permit. A valid permit is one that has been paid in full and has been issued by the school for the current term. The vehicle that is parked with the permit must be the vehicle on record with the school. Information about purchasing a parking permit can be found on the school's website and in the main office.**
- B. When there are unauthorized vehicles parked on school district property, school officials may:
1. move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or

2. if unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of school district property.

VI. PATROLS, INSPECTIONS AND SEARCHES

School officials may conduct routine patrols of school district locations and routine inspections of the exteriors **and plain view interiors of student vehicles within plain view of the motor vehicles of students**. In addition, the interiors of motor vehicles of students in school district locations may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule.

A. Patrols and Inspections

School officials **personnel** may conduct routine patrols of student parking lots and other school district locations and routine inspections ~~of the exteriors of the~~ motor vehicles of students. Such patrols and inspections may be conducted without notice, without student consent, and without a search warrant.

B. Search of Interior of Student Motor Vehicle

The interiors of motor vehicles of students in school district locations, including glove or trunk compartments, may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law and/or school policy or rule. The search will be reasonable in its scope and intrusiveness. Such searches may be conducted without notice, without consent, and without a search warrant. A student will be subject to withdrawal of parking privileges and to discipline if the student refuses to open a locked motor vehicle under the student's control or its compartments upon the request of a school official.

C. Prohibition of Contraband and Interference with Patrols, Inspections, Searches and/or Seizures

It shall be a **A** violation of this policy **occurs when** ~~for~~ students to store or carry contraband in motor vehicles in a school district location or interfere with patrols, inspections, searches and/or seizures as provided by this policy.

D. Seizure of Contraband

If a search yields contraband, school officials will seize the item and may turn it over to law enforcement officials.

E. Dissemination of Policy

A copy of this policy will be printed in the high school student handbook and/or disseminated in any other way which school officials deem appropriate.

VII. DIRECTIVES AND GUIDELINES

The superintendent is authorized to develop and present for school board review and approval reasonable directives and guidelines which address specific needs of the school district related to student use and parking of motor vehicles in school district locations, such as a permit system and parking regulations. Approved directives and guidelines shall be **provided to students.** ~~attached as an addendum to this policy.~~

VIII. VIOLATIONS

A student found to have violated this policy and/or the directives and guidelines implementing it shall be subject to withdrawal of parking privileges and/or to discipline in accordance with the school district's Student Discipline Policy, which may include suspension, exclusion, or expulsion. In addition, the student may be referred to law enforcement when appropriate.

Legal References:

U.S. Const., amend. IV

Minn. Const., art. I, 10

Minn. Stat. 123B.02, Subds. 1 and 5 (General Powers of Independent School Districts)

General Powers of Independent School Districts)

New Jersey v. T.L.O., 469 U.S. 325, 105 S.Ct. 733, 83 L.Ed.2d 720 (1985)

Cross Reference:

WBLASB Policy 417 (Chemical Use/Abuse)

WBLASB Policy 418 (Drug-Free Workplace/Drug-Free School)

WBLASB Policy 501 (School Weapons)

WBLASB Policy 502 (Search of Student Lockers, Desks, Personal Possessions and Students Person)

WBLASB Policy 506 (Student Discipline)

WBLASB Policy 712 (Video Surveillance Other Than on Buses)

AGENDA ITEM: **Policy 704, Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System**

MEETING DATE: **March 2, 2015**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 704, Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System, has been reviewed by the Policy Committee and the administration, had a first reading in February, and is being presented for action.

The purpose of this policy is to provide for the development and maintenance of an inventory of the fixed assets of the school district and the establishment and maintenance of a fixed asset accounting system.

RECOMMENDATION:

Approve School Board Policy 704, Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System, as recommended by the Policy Committee and administration.

Adopted: December 10, 2001
Revised: December 13, 2010

White Bear Lake Area
School Board Policy 704

704 DEVELOPMENT AND MAINTENANCE OF AN INVENTORY OF FIXED ASSETS AND A FIXED ASSET ACCOUNTING SYSTEM

I. PURPOSE

The purpose of this policy is to provide for the development and maintenance of an inventory of the fixed assets of the school district and the establishment and maintenance of a fixed asset accounting system.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is that a fixed asset accounting system and an inventory of fixed assets **will be** ~~has been~~ developed and ~~will be~~ maintained.

III. DEVELOPMENT OF INVENTORY AND ACCOUNTING SYSTEM

The superintendent or such other school official as designated by the superintendent or the school board shall be responsible for the development and maintenance of an inventory of the fixed assets of the school district, and for the establishment and maintenance of a formal fixed asset accounting system. The accounting system shall be operated in compliance with the applicable provisions of the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS). In addition, the inventory shall specify the location of all ~~continued~~ abstracts showing the conveyance of the property to the school district; certificates of title showing title to property in the school district; title insurance policies; surveys; and other property records relating to the real property of the school district.

When a piece of land, land improvement, building, piece of machinery, equipment or licensed vehicle have an original cost of \$5,000 or greater, it will be capitalized and placed on the fixed asset inventory. Land improvements, buildings, pieces of machinery, equipment and licensed vehicles will be depreciated over their useful life. Criteria for capitalization include all of the following:

- It retains its original shape and appearance with use
- It is nonexpendable; that is, if the article is damaged or some of its parts are lost or worn out, it is usually more feasible to repair it rather than replace it with an entirely new unit.
- It does not lose its identity through incorporation into a different or more complex unit or substance.

- It has a useful life of greater than five years.

Additionally, critical control assets, which include but are not limited to technology equipment, which have an original cost of less than \$5,000 will be inventoried for insurance purposes.

IV. REPORT

The administration shall annually update the property records of the school district and provide an inventory of the fixed assets of the school district to the school board.

Legal References: Minn. Stat. 123B.02 (School District Powers)
Minn. Stat. 123B.09 (School Board Powers)
Minn. Stat. 123B.51 (Schoolhouse and Sites; Access for Noncurricular Purposes)

Cross References: WBLASB Policy 702 (Accounting)
MSBA Service Manual, Chapter 7, Education Funding

AGENDA ITEM: **Rejection of Bid—Sunrise Park Middle School HVAC Replacement Phase I**

MEETING DATE: **March 2, 2015**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Bids were received for work related to the Sunrise Park Middle School HVAC replacement project. After reviewing the information with the district's engineer for the project, Hallberg Engineering, Inc., it is recommended that all bids be rejected at this time. The bids significantly exceeded the preliminary cost estimates. The project will be rebid next fall or winter as part of a larger project at Sunrise in an attempt to reduce the cost of the project through economies of scale.

Recommendation: Move to reject all bids for work related to the Sunrise Park Middle School HVAC replacement project.