

**INDEPENDENT SCHOOL
DISTRICT #624**



**SCHOOL BOARD
MEETING PACKET**

February 13, 2017

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

Student Recognition will include: School Musical –
Mary Poppins

From: Dr. Michael J. Lovett
Superintendent of Schools

Date: February 1, 2017

A student recognition reception will be held at **6:45 p.m.** in the Community Room on Monday, **February 13, 2017**. The recognition ceremony will take place during the Board meeting.

A meeting of the White Bear Lake Area School Board will be held on **Monday, February 13, 2017** at **7:00 p.m.** in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN.

AGENDA

A. PROCEDURAL ITEMS

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

B. PUBLIC FORUM

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

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

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

C. INFORMATION ITEMS

1. Recognition of cast, crew, and orchestra of "*Mary Poppins*"
2. Superintendent's Report

D. DISCUSSION ITEMS

1. Proposed School Year Calendars for 2017-18 and 2018-19

E. OPERATIONAL ITEMS

1. Action on Selection of Candidates for First Round Interviews for Position of Superintendent
2. Action on Revised FY17 Budget
3. Action on Indian Resolution Concurrence
4. Second Reading of School Board Policies:
 - a. Policy 203.2, Order of the Regular School Board Meeting
 - b. Policy 203.6, Consent Agenda
 - c. Policy 204, School Board Minutes

F. BOARD FORUM

G. ADJOURNMENT

A. PROCEDURAL ITEMS

AGENDA ITEM: **Consent Agenda**
MEETING DATE: **February 13, 2017**
SUGGESTED DISPOSITION: **Action Items**
CONTACT PERSON(S): **Dr. Michael J. Lovett, Superintendent**

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

Consent Agenda

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

RECOMMENDATION:

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

AGENDA ITEM: **School Board Minutes**
MEETING DATE: **February 13, 2017**
SUGGESTED DISPOSITION: **Action Item**
CONTACT PERSON(S): **Ellen Fahey, School Board Clerk**

BACKGROUND:

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

RECOMMENDATION: Approve minutes.

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

A work study session of the White Bear Lake Area School Board was held on **Monday, January 9, 2017** at 5:30 p.m. in Room 206 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call to order: Newberg called the meeting to order at 5:36 p.m.

Roll Call - Present: Chapman, Fahey, Kimball (5:46 p.m.), Mullin (6:21 p.m.), Newberg, Newmaster, Wilson

Cabinet: Daniels, Garrison, Maurer, Paul, Vette

B. DISCUSSION ITEM - Superintendent Search Process

Consultant and Search Facilitator Kenneth LaCroix led the discussion on the superintendent search process which included a review of the step-by-step process and **proposed** dates February 22, 23, 24 for the first round of interviews, March 1, 2, 3 for the second round of interviews, and approval of the contract at the April 10, 2017 Board meeting. The process for selecting the first round of candidates was finalized with the names being made public at the February 13, 2017 Board meeting. School Board members were advised as to “what to do and what not to do” in this process.

C. ADJOURNMENT - Wilson moved and Newberg seconded to adjourn the meeting at 6:44 p.m.

Submitted by: Ellen Fahey, Clerk

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

A meeting of the White Bear Lake Area School Board was held on **Monday, January 9, 2017** at 7:00 p.m. in Community Room 112 at District Center, 4855 Bloom Avenue, White Bear Lake, MN 55110.

A. PROCEDURAL ITEMS

1. Chair Newberg called the meeting to order at 7:00 p.m.
2. Roll Call – Present: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson
Ex-Officio: Michael Lovett
Cabinet: Daniels, Kazmierczak, Paul, Vette, Garrison, Maurer
Student School Board Representative: Bryana Sherrick
3. Pledge of Allegiance
4. Mullin motioned and Wilson seconded to approve the agenda as presented. ***Voice vote: all ayes. Motion carried.***
5. Reorganization of School Board: Fahey nominated Newberg as Chair. ***Voice Vote: all ayes. Motion carried.*** Wilson nominated Mullin as Vice Chair. ***Voice Vote: all ayes. Motion carried.*** Fahey nominated Chapman as Treasurer. ***Voice Vote: all ayes. Motioned carried.*** Newberg nominated Fahey as Clerk. ***Voice vote: all ayes. Motion carried.***
6. Chapman motioned and Newmaster seconded to approve the consent agenda consisting of:
 - Approval of minutes of regular meeting of December 13, 2016;
 - Payment of invoices based upon a random sample, all of which met the standards and guidelines as set by the Board;
 - Passage of resolution regarding acceptance of gifts with thank you letters directed to the donors;
 - Passage of resolution to approve personnel issues to include:
 - **Resignations/Termination – Classified Staff**
Stephen Maciejny – Assistant Head Custodian, Matoska International & Lakeaires Elementary
Employed by District 624 since 10/08/2016
Effective Date: 11/17/2016
 - **Resignations/Termination – Non-Affiliated Staff**
Travis Rosauer – Theater Technician, District Wide
Employed by District 624 since 11/07/2016
Effective Date: 01/02/2017
Jill Westlund – Nutrition Services Menu Specialist, District Center
Employed by District 624 since 07/01/2016
Effective Date: 12/28/2016
 - **Retirement – Classified Staff**
Jeanne Johnson – Human Resources Representative, District Center
Employed by District 624 since 11/16/1987
Effective Date: 04/28/2017
Zelegech Maregne – Custodian, WBLAHS – South Campus
Employed by District 624 since 01/29/2001. Effective Date: 10/01/2016

- **Retirement – Certified Staff**
Wendy Fitzsimmons – ECFE Teacher, Normandy Park Education Center
 Employed by District 624 since 08/22/1985
 Effective Date: 06/09/2017
- **Full Time Leave Request – Classified Staff**
Michael Bickel – Student Supervisor, Sunrise Park Middle School
 Employed by District 624 since 09/15/2015
 Effective Date: 01/03/2017 through 03/10/2017
Jodi Lorenz – Part-Time Cook, Matoska International
 Employed by District 624 since 10/16/2006
 Effective Date: 12/26/2016 through 06/08/2017
- **Change In Contract – Classified Staff**
Cindy Kehoe – Extended Day Unit
 From Program Assistant Leader, 5.0 hrs. per day, Matoska International
 to Program Assistant Leader, 3.0 hrs. per day, Matoska and 3.75 hrs. per
 day, Lakeaires. Effective: 12/12/2016
Nicole Kendall – Clerical Unit
 From Tier I Field Technician, 8 hrs., per day, District Wide
 To Administrative Assistant to a Principal, 8 hrs., per day, Lincoln
 Elementary. Effective: 01/03/2017
Elizabeth Lind – Extended Day Unit
 From Program Assistant Leader, 5.5 hrs. per day, Oneka
 To Program Assistant Leader, 6.0 hrs. per day, Birch Lake
 Effective: 01/03/2017
- **New Personnel – Classified Staff**
GARY CURRIER – Bus Driver, Bus Garage
 \$17.85/hr., 6.33 hrs. / 118 days \$13,339.90
 Effective Date: 12/12/2016
Julianna Gamboni – Assistant Program Leader, Oneka Elementary
 \$13.44/hr., 5.25 hrs. / 129 days \$9,102.24
 Effective Date: 01/03/2017
Marcos Rodriguez – Assistant Program Leader, Matoska International
 \$13.44/hr., 5.0 hrs. / 144 days \$9,676.80
 Effective Date: 12/12/2016
Chia Yang – Instructional Assistant, Matoska International
 \$17.58/hr., 3.0 hrs. / 110 days \$5,801.40
 Effective Date: 12/12/2016
- **New Personnel – Non-Affiliated Staff**
Corinne Steffens – Theater Technician, District Wide
 \$20,000.00 (Pro-rated in \$41,600.00)
 Effective Date: 01/09/2017
- **Long Term Substitute - Certified Staff**
Michael Bickel – Social Studies Teacher, Central Middle School
 BA, Step 1, \$10,676.54
 Effective Date: 01/03/17 through 03/10/17

Leigh Mills – Kindergarten Teacher, Hugo Elementary
BA, Step 13, \$18,014.40

Effective Date: 01/03/17 through 03/31/17

Aurora Remer – 3rd Grade Teacher, Otter Lake Elementary
MA, Step 1, \$26,044.48

Effective Date: 01/03/17 through 06/09/17

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

B. PUBLIC FORUM - There were no speakers

C. INFORMATION ITEMS

1. Overview of Welcome to White Bear Week and Update on Registration Information for 2017-18 – Director of Communications and Community Relations Marisa Vette, Principals Don Bosch, Sara Svir, Christina Pierre, and ECFE Supervisor Kate Andersen highlighted program offerings and upcoming open houses at all district sites. Complete information on program offerings and open house dates are available on the district website.
2. Superintendent’s Report – Monday January 16 will be a no school day and District Offices will be closed to honor Martin Luther King, Jr. Day. Paraprofessional Recognition Week is Jan. 23-27. If schools close because of severe weather, families will be alerted by phone message and email, District Facebook and Twitter, and on the homepage of district website. Student School Board Representative - February 28 all Juniors will be taking the ACT, or Accuplacer, or ASVAB and Seniors will not be at school that day. High School Student Council is planning a February dance, a shoe drive, the spring showdown, the last chance day for Seniors, and the Mr. Bear Pageant. The White Bear Lake Cheerleaders will be attending the National High School Cheerleading Championship in Dallas, Texas. The team will be giving a performance on Jan. 12th at 7 pm in the District Auditorium.

D. DISCUSSION ITEMS

1. First Reading of Policies:
 - a) Policy 203.2, Order of the Regular School Board Meeting
 - b) Policy 203.6, Consent Agenda
 - c) Policy 204, School Board MinutesThese policies will be on the February 13, 2017 school board agenda for action.

E. OPERATIONAL ITEMS

1. Mullin moved and Chapman seconded to approve the 2017 School Board Operating Procedures. ***Voice vote: all ayes. Motion carried.***

2. Chapman moved and Kimball seconded to approve the School Board members' compensation remain at the same compensation levels in place in 2016. **Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays, none. Motion carried.**
3. Wilson moved and Mullin seconded to approve the Regular and Work Study Meeting schedule for 2017. **Voice vote: all ayes. Motion carried.**
4. Newmaster moved and Fahey seconded to approve the official depositories for the school district funds and authorized bank accounts and signatures for 2017. **Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays, none. Motion carried.**
5. Mullin moved and Wilson seconded to approve the White Bear Press as the official publication for the school district for 2017. **Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays: none. Motion carried.**
6. Newmaster moved and Kimball seconded to approve the appointment of Linda Goers, Director of Human Resources, as the District Human Rights Officer, and Sara Paul, Assistant Superintendent for Teaching and Learning, as the Title IX Coordinator, and Kathleen Daniels, Director of Student Support Services, as the District ADA/504 Coordinator in conformance with School Board policies. **Voice vote: all ayes. Motioned carried.**
7. Chapman moved and Wilson seconded to authorize Dr. Michael Lovett, and Wayne Kazmierczak, Assistant Superintendent for Finance and Operations, and Sara Paul, Assistant Superintendent for Teaching and Learning, as the Local Education Agency (LEA) representative for the purpose of reviewing and approving documents required for compliance to federal programs included in the Elementary and Secondary Education Act (ESEA) for 2017. **Voice vote: all ayes. Motion carried.**
8. Wilson moved and Newmaster seconded to approve the legal counsel for 2017, as follows: Knutson, Flynn and Deans; Ratwik, Roszak and Maloney; Rupp, Anderson, Squires and Waldsperger, P.A., and others, as needed. **Voice vote: all ayes. Motion carried.**

Chapman moved and Wilson seconded to approve an amendment to the above item (Operational Item #8) to include school board vice-chair in the list of and others, as needed. This will now read as: Authorized personnel to contact legal counsel includes: school board chair, **school board vice-chair**, superintendent, assistant superintendent for teaching and learning, assistant superintendent for finance and operations, director of human resources, director of special services, director of community services, director of communications and community

relations, and director of technology and innovation. *Voice vote: all ayes. Motion carried.*

9. Kimball moved and Mullin seconded to approve the write off of uncollectible, non-sufficient funds checks in the amount of \$2,482.07. *Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays: none. Motioned carried.*

10. Kimball moved and Mullin seconded to approve a contract with CAREI (Center for Applied Research & Education Improvements) to provide an evaluation of the IB programs at a cost not to exceed \$62,517. *Roll call vote: ayes: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson; nays, none. Motion carried.*

F. BOARD FORUM - Fahey reminded board members of the opportunity to participate in a professional development opportunity on Jan 30 organized by Equity Alliance MN. Wilson welcomed the students in the audience and gave a brief description of the board's role. Kimball thanked retiring staff for their service. Newmaster invited all to attend the 16th Annual Lunar New Year celebration at North Campus on Jan. 28th.

G. ADJOURNMENT – Wilson motioned and Newberg seconded to adjourn the meeting at 8:13 p.m. *Voice vote: all ayes. Motion carried.*

Submitted by: Ellen Fahey, Clerk

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

A work study session of the White Bear Lake Area School Board was held on **Monday, January 23, 2017** at 5:30 p.m. in Community Room 112 at the District Center, 4855 Bloom Avenue, White Bear Lake, MN.

A. PROCEDURAL ITEMS

1. Call to order - Newberg called the meeting to order at 5:30 p.m.
Roll Call - Present : Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson
Student Representative: H. Martins
Ex-officio: Lovett
Cabinet: Daniels, Garrison, Goers, Kazmierczak, Maurer, Paul, Vette

B. DISCUSSION ITEMS

1. Update on School Board/Superintendent Goals
 - a. Goal 1 Action Step 1.1: *All students will achieve grade level in reading, writing and math by grade 3 and maintain grade level proficiency throughout their tenure in White Bear Lake Area Public Schools.*
Update of School and District Initiatives for Student Success - School board members met with their liaison school leaders.
 - b. Board discussion and reflections - Each board member gave a brief summary of their discussion with their school liaison leaders.
 - c. Goal 1 Action Step 1.1:
Update on Elementary Literacy Initiative - Assistant Superintendent for Teaching and Learning Sara Paul, Teaching and Learning Coordinator Ann Malwitz, Principals Teresa Dahlem and Dan Schmidt, and Literacy Coach Lori Schouvieller presented information on the connection between grade 3 reading proficiency and World's Best Workforce benchmarks and the range of strategies needed to read proficiently at grade 3 and beyond. The complete presentation is on the district's website.
 - d. Goal II: Ongoing Financial Stewardship and Budget Management
Overview of FY17 Revised Budget and Overview of Potential Local Operating Levy Renewal - Assistant Superintendent for Finance & Operations Wayne Kazmierczak and Controller Mary Vaske

presented the revised 2016-2017 budget and projected budgets for 2017-2018, 2018-2019, and 2019-2020. An overview of the potential local operating levy was presented. The complete presentation is on the district's website.

RECESS - Chair Newberg called the meeting into recess at 8:20 p.m.

2. **Negotiations Study Session** - Chair Newberg reconvened the meeting at 8:28 p.m. This portion of the meeting was closed to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota Statutes 179.A.01 to 179.A.25. Board members present: Chapman, Fahey, Kimball, Mullin, Newberg, Newmaster, Wilson
Administrators present: Lovett, Goers, Kazmierczak, Maurer

C. ADJOURNMENT - Newberg adjourned the closed session at 8:52 p.m.

Submitted by: Ellen Fahey, Clerk

AGENDA ITEM: **Monthly Check Registers**

MEETING DATE: **February 13, 2017**

SUGGESTED DISPOSITION: **Action Item**

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

BACKGROUND:

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

RECOMMENDATION:

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

White Bear Lake Area Schools Electronic Transfers - January

	<u>1/13/2017</u>	<u>1/27/2017</u>	<u>1/31/2017</u>
Direct Deposit 472771-474233	1,724,084.08		
U.S. Treasury (FICA, Medicare, withholding)	676,716.57		
MN State Income Tax	105,660.95		
PERA	110,558.82		
TRA	316,015.22		
MSRS	6,116.68		
American Funds	81,890.31		
American United Life	74,438.71		
AIG	6,383.90		
ESI	28,684.25		
AXA	32,134.02		
State of MN Levies	2,066.40		
State of MN - Unemployment Insurance		20,524.65	
Wells Fargo - Bond Payments		9,251,164.38	
Direct Deposit 474234-475693			1,724,636.00
U.S. Treasury (FICA, Medicare, withholding)			676,283.88
MN State Income Tax			105,168.66
PERA			108,097.05
TRA			319,206.68
MSRS			6,116.68
American Funds			81,845.34
American United Life			955,984.02
AIG			6,383.90
ESI			28,713.43
AXA			32,335.12
State of MN Levies			2,066.40

Check Summary

ACH

Check Nbr	Vendor Name	Check Date	Check Amount
161700553	BABCOCK, ARIANA K	01/03/2017	96.01
161700554	BARKVE, KELLY B	01/03/2017	71.01
161700555	BATENHORST, LYNSEY K	01/03/2017	262.98
161700556	BERNIER, CARYN S	01/03/2017	152.82
161700557	BOSCH, DONALD	01/03/2017	487.92
161700558	DEEN, DENISE T	01/03/2017	395.28
161700559	DORNER, JULIE A	01/03/2017	27.00
161700560	ECKTON, DANA MP	01/03/2017	100.10
161700561	EDGELL, JANE E	01/03/2017	147.96
161700562	EGEMO, PATRICIA ANN	01/03/2017	31.59
161700563	ENGSTRAN, PAUL A	01/03/2017	40.00
161700564	ESBOLDT, LISA A	01/03/2017	115.56
161700565	FINK, AVIS A	01/03/2017	306.53
161700566	FROST, LORI J	01/03/2017	100.50
161700567	HARRIMAN, GRETCHEN E	01/03/2017	390.00
161700568	HERMANN, TIMOTHY J	01/03/2017	390.00
161700569	HOERNEMANN, WENDY S	01/03/2017	130.04
161700570	HOLLY, TRACY L	01/03/2017	68.04
161700571	JEBENS-SINGH, TARA L	01/03/2017	310.00
161700572	JOHNSON, SADIE R	01/03/2017	39.69
161700573	JORGENSEN, AMY L	01/03/2017	149.70
161700574	KAZMIERCZAK, WAYNE A	01/03/2017	975.86
161700575	KELLY, ANGELIQUE C	01/03/2017	109.00
161700576	KENTFIELD, KELLY S	01/03/2017	42.39
161700577	KNOPS, ROXANNE	01/03/2017	84.10
161700578	LODERMEIER, EILEEN F	01/03/2017	427.87
161700579	LOVETT, MICHAEL J	01/03/2017	65.00
161700580	MATTSON, CARLA RUTH	01/03/2017	66.00
161700581	MAURER, TIMOTHY J	01/03/2017	421.67
161700582	MCGARTHWAITE, MICHAEL R	01/03/2017	41.58
161700583	MILES, MARY T	01/03/2017	604.38
161700584	NELSON, ANGELA A	01/03/2017	541.69
161700585	NICKELS, JOLEEN A	01/03/2017	49.18
161700586	NIKKEL, DIANE L	01/03/2017	54.27
161700587	OSTENDORF, JESSICA R	01/03/2017	222.60
161700588	POKORNY, MARY J	01/03/2017	126.02
161700589	RIEBOW, MATTHEW R	01/03/2017	77.76
161700590	RITTENHOUSE, PAULA M	01/03/2017	29.36
161700591	SCHOCHENMAIER, TIMOTHY R	01/03/2017	1,481.10
161700592	SCHWEIZER, JENNIFER M	01/03/2017	256.71
161700593	STANIUS, TAMARA L	01/03/2017	373.09
161700594	SUKO, PATRICK J	01/03/2017	780.00
161700595	SWENSON, EVELYN J	01/03/2017	164.04
161700596	THEISSEN, ALLISON MARIE	01/03/2017	616.76
161700597	VETTE, MARISA AA	01/03/2017	130.00
161700598	WEDELL, THERESA K	01/03/2017	87.48

46 ACH Check(s) For a Total of 11,640.64

Check Summary

ACH

0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
46	ACH	Checks For a Total of	11,640.64
0	Computer	Checks For a Total of	0.00
Total For 46	Manual, Wire Tran, ACH & Computer	Checks	11,640.64
Less 0	Voided	Checks For a Total of	0.00
		Net Amount	11,640.64

Check Nbr	Vendor Name	Check Date	Check Amount
82408	AFFINITY HEARING LLC	01/05/2017	335.00
82409	AMAZON	01/05/2017	438.50
82410	AMAZON	01/05/2017	189.07
82411	AMAZON	01/05/2017	41.81
82412	AMAZON	01/05/2017	310.49
82413	AMERICAN TIME & SIGNAL CO	01/05/2017	237.02
82414	AMI IMAGING SYSTEMS INC	01/05/2017	693.88
82415	ANDERSON, JENNIFER	01/05/2017	48.45
82416	ANGELLIS, DEEDRA K	01/05/2017	1,100.00
82417	APPLE COMPUTER INC	01/05/2017	500.00
82418	APPLIED ENVIRONMENTAL SCI INC	01/05/2017	3,842.20
82419	BATTERIES PLUS BULBS	01/05/2017	125.49
82420	BERRY BLENDZ - EDEN PRAIRIE	01/05/2017	675.00
82421	BINSFIELD, JEANNE OR NEAL	01/05/2017	1,505.00
82422	BLUE TARP FINANCIAL INC	01/05/2017	152.05
82423	BOLTON, DANA MARIE	01/05/2017	52.54
82424	BOXMAN	01/05/2017	1,237.70
82425	CAPOCASA, JOSEPH M	01/05/2017	124.00
82426	CARDWELL, EMILY	01/05/2017	330.00
82427	CHARLES, PARNELL L	01/05/2017	82.00
82428	Vendor Continued Check	01/05/2017	0.00
82429	CONNEY SAFETY	01/05/2017	1,917.81
82430	Vendor Continued Check	01/05/2017	0.00
82431	CONTINENTAL RESEARCH CORP	01/05/2017	3,153.99
82432	CROWE, ROBERT	01/05/2017	76.00
82433	CUB FOODS OF WHITE BEAR TWSHP	01/05/2017	785.21
82434	CUMMINS NPOWER LLC	01/05/2017	12,536.73
82435	DACUS, DONALD	01/05/2017	32.94
82436	DEBZ SHIRTZ	01/05/2017	263.50
82437	DECKER INC	01/05/2017	693.00
82438	DEISTING, RANDY	01/05/2017	76.00
82439	DETTMER, BOB	01/05/2017	161.00
82440	DEY DISTRIBUTING	01/05/2017	12.44
82441	DISCOVERY EDUCATION	01/05/2017	1,600.00
82442	DONATELLI'S	01/05/2017	192.70
82443	EDUCATIONAL DEVELOPMENT CORP	01/05/2017	63.94
82444	EQUITY ALLIANCE MN	01/05/2017	225.00
82445	F&N OPERATIONS LLC	01/05/2017	1,299.91
82446	FAFINSKI MARK & JOHNSON PA	01/05/2017	14,037.80
82447	FASTENAL COMPANY	01/05/2017	51.84
82448	FAULKEN, KEITH	01/05/2017	76.00
82449	FESTIVAL FOODS-KNOWLAN'S	01/05/2017	952.51
82450	FIKE, GAIL	01/05/2017	91.21
82451	FIRST STUDENT INC	01/05/2017	234,120.63
82452	FLOORS BY BECKER	01/05/2017	1,619.00
82453	FRONTRUNNER SCREEN PRINTING	01/05/2017	178.25
82454	GALLAGHERS NORTHWESTERN TIRE C	01/05/2017	1,130.63
82455	GALLAGHER, MATTHEW	01/05/2017	76.00
82456	GENERAL PARTS LLC	01/05/2017	132.37
82457	GEPHART TRUCKING	01/05/2017	4,900.00

Check Nbr	Vendor Name	Check Date	Check Amount
82458	GLUR, DARREN	01/05/2017	62.00
82459	GLYNN, KYLE J	01/05/2017	161.00
82460	GMS INDUSTRIAL SUPPLIES INC	01/05/2017	176.52
82461	GOETSCH, WIL	01/05/2017	143.00
82462	GOPHER BEARING CO	01/05/2017	447.48
82463	Vendor Continued Check	01/05/2017	0.00
82464	GRAINGER	01/05/2017	1,439.67
82465	GRANDMA'S BAKERY INC	01/05/2017	126.96
82466	HAGEN, BRIAN K	01/05/2017	872.55
82467	HARRIS, JOSEPH W	01/05/2017	81.00
82468	HAYES, DUSTIN T	01/05/2017	139.00
82469	HEARTLAND SCHOOL SOLUTIONS	01/05/2017	355.00
82470	HERITAGE FOOD SERVICE GROUP	01/05/2017	115.65
82471	HILLYARD INC MINNEAPOLIS	01/05/2017	1,282.77
82472	HOANG, CONG	01/05/2017	480.00
82473	INSTITUTE OF CULTURAL AFFAIRS	01/05/2017	605.00
82474	INTEGRA TELECOM	01/05/2017	619.02
82475	INTEGRA	01/05/2017	3,184.18
82476	INTELLIGERE INC	01/05/2017	35.00
82477	J.P. COOKE COMPANY	01/05/2017	81.00
82478	JAYTECH INC	01/05/2017	740.58
82479	KAEHLER, MICHAEL	01/05/2017	124.00
82480	KARLSBURGER FOODS INC	01/05/2017	238.20
82481	KARNAS, MIKE	01/05/2017	76.00
82482	KEYSTONE INTERPRETING SOLUTION	01/05/2017	2,609.65
82483	KINECT ENERGY GROUP	01/05/2017	44,750.29
82484	KOVARIK, DAN	01/05/2017	81.00
82485	KRAFT CONTRACTING & MECHANICAL	01/05/2017	12,164.69
82486	KUBES, TOM	01/05/2017	81.00
82487	KULLY SUPPLY COMPANY	01/05/2017	500.72
82488	KVITRUD, JIM	01/05/2017	19.10
82489	LEE, NIKKI	01/05/2017	93.00
82490	THE LEUKEMIA & LYMPHOMA SOCIET	01/05/2017	506.82
82491	LIVEWIRE-MN	01/05/2017	2,966.00
82492	LONG LAKE CONSERVATION CENTER	01/05/2017	17,694.90
82493	L T G POWER EQUIPMENT	01/05/2017	28.13
82494	MACSWAIN, JIM	01/05/2017	114.00
82495	Vendor Continued Check	01/05/2017	0.00
82496	Vendor Continued Check	01/05/2017	0.00
82497	Vendor Continued Check	01/05/2017	0.00
82498	MADISON NATIONAL LIFE	01/05/2017	45,941.89
82499	MALLOY/MONTAGUE/KARNOWSKI & CO	01/05/2017	19,560.00
82500	CITY OF MAPLEWOOD	01/05/2017	925.00
82501	MENTH, MICHAEL	01/05/2017	82.00
82502	MID CITY SERVICES - INDUSTRIAL	01/05/2017	2,140.75
82503	MN DEPT OF AGRICULTURE	01/05/2017	10.00
82504	MN ELEVATOR INC	01/05/2017	307.75
82505	MN ICE ARENA MANAGERS ASSOC	01/05/2017	175.00
82506	MOORE, CYNTHIA A	01/05/2017	678.00
82507	MN REC & PARK ASSN (MRPA)	01/05/2017	170.00

Check Nbr	Vendor Name	Check Date	Check Amount
82508	MUEDEKING, TANYA	01/05/2017	72.35
82509	NAC MECHANICAL & ELECTRICAL SE	01/05/2017	655.00
82510	NAPA AUTO PARTS	01/05/2017	159.99
82511	NASSEFF MECH CONTRACTORS	01/05/2017	460.32
82512	NCPERS MINNESOTA	01/05/2017	176.00
82513	NCVA	01/05/2017	430.00
82514	NICCU, DARRICK	01/05/2017	124.75
82515	NIENHUIS MONTESSORI USA INC	01/05/2017	199.47
82516	NORCENTRONIX DISTRIBUTING	01/05/2017	264.00
82517	NORTHEAST METRO INTERMEDIATE D	01/05/2017	46,123.46
82518	NORTHERN LIGHTS SPORTS INC	01/05/2017	150.00
82519	PELCO CONSTRUCTION LLC	01/05/2017	1,675.00
82520	PERKINS, JASON P	01/05/2017	76.00
82521	PICTURE THAT!	01/05/2017	120.00
82522	PINE TREE APPLE ORCHARD	01/05/2017	2,880.00
82523	PITNEY BOWES PURCHASE POWER	01/05/2017	108.99
82524	QUISTAD, CHARLES	01/05/2017	68.00
82525	R & R SPECIALTIES INC	01/05/2017	34.50
82526	RATWIK ROSZAK & MALONEY PA	01/05/2017	3,116.97
82527	REHBEIN TRANSIT CO INC	01/05/2017	12,160.00
82528	RESOURCES FOR READING INC	01/05/2017	138.11
82529	THE RETROFIT COMPANIES INC	01/05/2017	2,567.72
82530	SAINTS NORTH MAPLEWOOD	01/05/2017	528.00
82531	SAM'S CLUB/SYNCHRONY BANK	01/05/2017	422.98
82532	SENTRY SYSTEMS INC	01/05/2017	135.00
82533	SHOMION, RICK	01/05/2017	143.00
82534	SHRED-IT USA - MINNEAPOLIS	01/05/2017	833.60
82535	SIDDONS, LISA	01/05/2017	534.00
82536	SPECIAL PAY TRUST AUL	01/05/2017	44,254.04
82537	STAND2LEARN	01/05/2017	583.90
82538	STATE SUPPLY CO	01/05/2017	328.40
82539	STUDENT SUPPLY	01/05/2017	348.63
82540	STURM, JASON	01/05/2017	81.00
82541	SUMMIT COMPANIES	01/05/2017	660.75
82542	SUPER 8 DULUTH	01/05/2017	327.16
82543	TEACHERS DISCOVERY	01/05/2017	41.15
82544	TEACHSTONE TRAINING LLC	01/05/2017	124.96
82545	THINKING MAPS	01/05/2017	998.00
82546	THYSSENKRUPP ELEVATOR CORP	01/05/2017	744.89
82547	TILTON, SEAN	01/05/2017	143.00
82548	TRADE PRESS INC	01/05/2017	1,096.00
82549	TRANS-MISSISSIPPI BIO SUPPLY	01/05/2017	41.79
82550	TREASURED TRANSPORTATION	01/05/2017	42,558.92
82551	TRI TECH DISPENSING	01/05/2017	150.00
82552	TRI-STATE BOBCAT	01/05/2017	52.64
82553	TRUCK UTILITIES MFG CO	01/05/2017	12.00
82554	TRUSTED EMPLOYEES	01/05/2017	1,535.00
82555	TRANSPORTATION SUPPLIES INC	01/05/2017	329.86
82556	TWIN CITY HARDWARE	01/05/2017	883.68
82557	UNIVERSITY OF WI STOUT	01/05/2017	100.00

Check Nbr	Vendor Name	Check Date	Check Amount
82558	US FOODS CULINARY EQUIP & SUPP	01/05/2017	195.68
82559	WARNERS' STELLIAN	01/05/2017	948.98
82560	WHITE BEAR LOCKSMITH INC	01/05/2017	68.50
82561	WHITE BEAR LAKE (CITY OF)	01/05/2017	3,712.15
82562	WBL PIZZA MAN	01/05/2017	38.35
82563	WILLIAMS, ANTHONY C	01/05/2017	82.00
82564	WOODCOCK, DENISE	01/05/2017	83.72
82565	YANG, IA	01/05/2017	98.70
82566	ZARAMBO, MARIA L	01/05/2017	68.00
159	Computer	Check(s) For a Total of	630,710.94

Check Nbr	Vendor Name	Check Date	Check Amount
80838	GRAINGER	01/05/2017	0.00
1	Manual	Check(s) For a Total of	0.00

Check Nbr	Vendor Name	Check Date	Check Amount
82116	LIVEWIRE-MN	01/05/2017	2,966.00
1	Void	Check(s) For a Total of	2,966.00

	1	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	159	Computer	Checks For a Total of	630,710.94
Total For	160	Manual, Wire Tran, ACH & Computer	Checks	630,710.94
Less	1	Voided	Checks For a Total of	2,966.00
			Net Amount	627,744.94

Check Nbr	Vendor Name	Check Date	Check Amount
70617	WHITCOMBS ARCHERY	01/10/2017	153.00
1	Void	Check(s) For a Total of	153.00

Check Nbr	Vendor Name	Check Date	Check Amount
1	BMO	01/10/2017	17,153.74
1	Manual	Check(s) For a Total of	17,153.74

	1	Manual	Checks For a Total of	17,153.74
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	0	Computer	Checks For a Total of	0.00
Total For	1	Manual, Wire Tran, ACH & Computer	Checks	17,153.74
Less	1	Voided	Checks For a Total of	153.00
			Net Amount	17,000.74

Check Nbr	Vendor Name	Check Date	Check Amount
82567	AMAZON	01/11/2017	373.53
82568	AMAZON	01/11/2017	200.70
82569	AMAZON	01/11/2017	228.58
82570	AMAZON	01/11/2017	25.00
82571	AMERIPRISE FINANCIAL SERVICES	01/11/2017	12,854.93
82572	GREAT LAKES HIGHER EDUC	01/11/2017	153.20
82573	GREATER TWIN CITIES UNITED WAY	01/11/2017	325.00
82574	HOME DEPOT CREDIT SERVICES	01/11/2017	7.59
82575	IUOE LOCAL 70	01/11/2017	2,278.51
82576	MESSERLI & KRAMER PA	01/11/2017	256.00
82577	METROPOLITAN LIFE	01/11/2017	2,255.83
82578	SAM'S CLUB/SYNCHRONY BANK	01/11/2017	1,845.51
82579	SAM'S CLUB/SYNCHRONY BANK	01/11/2017	531.12
82580	Vendor Continued Check	01/11/2017	0.00
82581	SCHOOL SERVICE EMPLOYEES	01/11/2017	6,358.16
82582	SYNCHRONY BANK	01/11/2017	121.90
82583	US DEPT OF EDUCATION	01/11/2017	488.09
82584	VANGUARD SMALL BUSINESS SERVIC	01/11/2017	27,665.96
82585	WBLA EDUCATIONAL FOUNDATION	01/11/2017	4,103.50
82586	ZHOU, TINGTING	01/11/2017	645.31
20	Computer	Check(s) For a Total of	60,718.42

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	20	Computer	Checks For a Total of	60,718.42
Total For	20	Manual, Wire Tran, ACH & Computer	Checks	60,718.42
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	60,718.42

Check Nbr	Vendor Name	Check Date	Check Amount
161700599	ACCIARI, NICOLE E	01/17/2017	162.24
161700600	ALBIN, BRETT E	01/17/2017	213.84
161700601	ANDERSON, MELISSA KAY	01/17/2017	142.83
161700602	BARKLEY, DANIELLE M	01/17/2017	391.67
161700603	BATENHORST, LYNSEY K	01/17/2017	178.77
161700604	BRADLEY, LYDIA	01/17/2017	24.30
161700605	BREMER, JACLYN ANN	01/17/2017	82.00
161700606	CAPAN, NANCY A	01/17/2017	47.25
161700607	CARLSON-CASA DE CALVO, JANET L	01/17/2017	260.82
161700608	CASE, ABIGAIL H	01/17/2017	101.65
161700609	DANIELS, KATHLEEN S	01/17/2017	822.53
161700610	DERBY, SARA A	01/17/2017	132.50
161700611	DIMEGLIO, JOSEPH V	01/17/2017	126.77
161700612	FINK, AVIS A	01/17/2017	550.95
161700613	FOSS, TERESA M	01/17/2017	49.95
161700614	FOX, FRANCINE H	01/17/2017	75.60
161700615	GIESE, TANYA ROSE MARIE	01/17/2017	60.66
161700616	GORDEN, DEAN C	01/17/2017	46.98
161700617	GRAY, DONALD E	01/17/2017	172.26
161700618	HARDING, ZACHARY DANIEL	01/17/2017	63.18
161700619	HARRIMAN, DION D	01/17/2017	540.72
161700620	HARRIMAN, GRETCHEN E	01/17/2017	131.22
161700621	HUTSON, BRIETTA M	01/17/2017	2,472.25
161700622	JACOBS, HEATHER A	01/17/2017	724.14
161700623	JEBENS-SINGH, TARA L	01/17/2017	412.62
161700624	JENDERNY, JILL MP	01/17/2017	154.44
161700625	JESKE-WALFOORT, KIMBERLY A	01/17/2017	463.31
161700626	JOHNSON, SADIE R	01/17/2017	113.90
161700627	KALLAS, MELISSA LEE	01/17/2017	14.58
161700628	KASS, DONA MARIE	01/17/2017	100.71
161700629	KEESE, MATTHEW D	01/17/2017	406.86
161700630	KENDALL, NICOLE M	01/17/2017	195.00
161700631	KENT, SHEILA B	01/17/2017	29.86
161700632	KENTFIELD, KELLY S	01/17/2017	31.31
161700633	KNUTSON, CASSANDRA M	01/17/2017	355.03
161700634	KRUEGER, LAURA J	01/17/2017	203.85
161700635	KRUSEMARK, CARY L	01/17/2017	444.00
161700636	KUBOW, MONICA A	01/17/2017	16.74
161700637	LANIGAN, CHERYL D	01/17/2017	260.00
161700638	LASHOMB, JACKIE LEAH	01/17/2017	58.32
161700639	LAVALLEY, NICOLE R	01/17/2017	223.15
161700640	LEMIEUX, TAMARA M	01/17/2017	283.23
161700641	LOHMANN, JOHN H	01/17/2017	19.00
161700642	MALONEY, JESSE E	01/17/2017	29.19
161700643	MALWITZ, REBECCA ANN	01/17/2017	936.70
161700644	MANLEY, KATHLEEN M	01/17/2017	31.05
161700645	MARKUSON, RACHAEL J	01/17/2017	50.00
161700646	MARSH, KATHERINE M	01/17/2017	31.97
161700647	MASSA, JAYMI E	01/17/2017	32.67
161700648	MAURER, TIMOTHY J	01/17/2017	290.00

Check Nbr	Vendor Name	Check Date	Check Amount
161700649	MENIER, MATTHEW M	01/17/2017	193.76
161700650	MILES, MARY T	01/17/2017	40.00
161700651	MULLALY, REBECCA L	01/17/2017	1,110.90
161700652	NASVIK, CRAIG S	01/17/2017	40.01
161700653	NELSEN, AIMEE H	01/17/2017	45.00
161700654	NORTON, EMILY L	01/17/2017	124.52
161700655	OKLOBZIJA, LUANNE P	01/17/2017	308.07
161700656	OLSON, ANNA C	01/17/2017	32.77
161700657	OUREN, LISA M	01/17/2017	130.00
161700658	PAUL, SARA T	01/17/2017	694.43
161700659	PETERSON, SCOTT JON	01/17/2017	19.00
161700660	POKORNY, MARY J	01/17/2017	820.13
161700661	POLLARD, AIMIE N	01/17/2017	41.04
161700662	PRESSELLER, TRACY A	01/17/2017	359.10
161700663	PUJOLS, JUAN	01/17/2017	260.00
161700664	RATLIFF, GERALD	01/17/2017	37.26
161700665	RIEBOW, MATTHEW R	01/17/2017	38.92
161700666	ROUSH, ROBIN L	01/17/2017	32.67
161700667	SALENGER, SETH A	01/17/2017	1,233.86
161700668	SCHNURPEL-EDSTROM, NICHOLE L	01/17/2017	50.00
161700669	SCHULTE, VANESSA L	01/17/2017	26.89
161700670	SIEBENALER, KEVIN R	01/17/2017	191.70
161700671	STREIFF, CHRISTINA D	01/17/2017	1,500.00
161700672	SVIR, SARA A	01/17/2017	697.76
161700673	TATE, JO E	01/17/2017	405.00
161700674	TROSKE, CARRIE L	01/17/2017	357.00
161700675	TULBERG, AMY C	01/17/2017	24.30
161700676	VAIL, ANNE B	01/17/2017	195.00
161700677	WEDELL, THERESA K	01/17/2017	19.44
161700678	ZHANG, JIAMEI	01/17/2017	30.10
80	ACH	Check(s) For a Total of	21,821.20

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	80	ACH	Checks For a Total of	21,821.20
	0	Computer	Checks For a Total of	0.00
Total For	80	Manual, Wire Tran, ACH & Computer	Checks	21,821.20
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	21,821.20

Check Nbr	Vendor Name	Check Date	Check Amount
82587	AARP DRIVER SAFETY PROGRAM	01/19/2017	500.00
82588	ABBOTT PAINT & CARPET INC	01/19/2017	174.28
82589	ACCLAIM SERVICES INC	01/19/2017	1,083.00
82590	ACME TOOLS	01/19/2017	216.60
82591	ASSOC FOR FACILITIES ENGINEERI	01/19/2017	350.00
82592	Vendor Continued Check	01/19/2017	0.00
82593	AGROPUR INC	01/19/2017	18,437.77
82594	ALL AROUND FUN	01/19/2017	159.00
82595	AMAZON	01/19/2017	715.85
82596	AMAZON	01/19/2017	100.99
82597	AMDI	01/19/2017	66.28
82598	AMERICAN MESSAGING	01/19/2017	112.00
82599	AMER RED CROSS	01/19/2017	1,161.00
82600	AMERICAN TIME & SIGNAL CO	01/19/2017	311.20
82601	AMERIPRIDE SERVICES	01/19/2017	116.25
82602	ANDERSON, LONNIE A	01/19/2017	76.00
82603	ANGELLIS, DEEDRA K	01/19/2017	550.00
82604	ANIMAL HUMANE SOCIETY	01/19/2017	55.00
82605	APPLE COMPUTER INC	01/19/2017	3,411.00
82606	APPLIED ENVIRONMENTAL SCI INC	01/19/2017	5,126.65
82607	ARCH LANGUAGE NETWORK	01/19/2017	1,987.50
82608	ASHLAND PRODUCTIONS INC	01/19/2017	184.00
82609	ASTLEFORD INTERNATIONAL TRUCKS	01/19/2017	70.67
82610	ATTAINMENT CO INC	01/19/2017	709.80
82611	AVON BUSINESS FORMS & PROMOTIO	01/19/2017	621.97
82612	BARNETT WB CHRYSLER JEEP DODGE	01/19/2017	888.40
82613	BARTHOLD	01/19/2017	2,067.01
82614	BERTHIAUME, DAVID	01/19/2017	124.00
82615	BEST BUY BUSINESS ADVANTAGE AC	01/19/2017	23,639.40
82616	BETMAR LANGUAGES	01/19/2017	250.00
82617	BUSINESS IMPACT GROUP	01/19/2017	713.69
82618	BILL WEIGEL SIGNS	01/19/2017	30.00
82619	BINNS, GARY L	01/19/2017	76.00
82620	BLB CONSULTING LLC	01/19/2017	260.00
82621	BLICK ART MATERIALS	01/19/2017	715.10
82622	BLOOM, JENNIFER M	01/19/2017	58.00
82623	BLUE TARP FINANCIAL INC	01/19/2017	194.93
82624	BRIGGS, AMY	01/19/2017	76.00
82625	BROAD REACH	01/19/2017	651.84
82626	BROWN, RAYMOND	01/19/2017	116.00
82627	BRUESEHOFF, LAUREL	01/19/2017	550.00
82628	CDW GOVERNMENT INC	01/19/2017	1,302.20
82629	CENTRAL MIDDLE SCHOOL	01/19/2017	20.00
82630	CHAMPIONSHIP PRODUCTS UNLTD	01/19/2017	180.00
82631	CINTAS CORP #470	01/19/2017	290.40
82632	CITI-CARGO & STORAGE CO INC	01/19/2017	85.00
82633	CLASS CREATOR	01/19/2017	285.00
82634	CLEAN IMAGE	01/19/2017	402.50
82635	CLINICARE CORP	01/19/2017	1,950.72
82636	CMRS-FP	01/19/2017	6,000.00

Check Nbr	Vendor Name	Check Date	Check Amount
82637	COBORNS DELIVERS	01/19/2017	87.08
82638	COLYER, KERRY	01/19/2017	143.00
82639	COMCAST	01/19/2017	280.92
82640	COMMANDING EDGE	01/19/2017	760.00
82641	Vendor Continued Check	01/19/2017	0.00
82642	CONNEY SAFETY	01/19/2017	488.35
82643	CONTINENTAL RESEARCH CORP	01/19/2017	1,335.31
82644	COON RAPIDS MAT BANDITS	01/19/2017	150.00
82645	COOPER, KENNETH	01/19/2017	58.00
82646	CRAGUNS LODGE AND CONF CTR	01/19/2017	1,319.25
82647	CROWN GLOBAL CONSULTING LLC	01/19/2017	250.00
82648	CATHOLIC SCHOOLS CENTER OF	01/19/2017	2,646.00
82649	CUB FOODS OF WHITE BEAR TWSHP	01/19/2017	949.24
82650	CULLIGAN BOTTLED WATER	01/19/2017	26.00
82651	CUMMINS NPOWER LLC	01/19/2017	73.88
82652	DAKOTA TRUCK UNDERWRITERS	01/19/2017	58,568.00
82653	DALCO CORPORATION	01/19/2017	23,041.62
82654	DELTA EDUCATION	01/19/2017	62.83
82655	DEMCO INC	01/19/2017	24.67
82656	DENNY, ROGER A	01/19/2017	82.00
82657	DESIGNER SIGN SYSTEMS INC	01/19/2017	104.60
82658	DISCOUNT SCHOOL SUPPLY	01/19/2017	124.81
82659	DIVERSIFIED SNACK DISTRIBUTION	01/19/2017	1,701.30
82660	DLR GROUP	01/19/2017	3,588.69
82661	DOMINOS PIZZA	01/19/2017	78.48
82662	DOMINOS PIZZA	01/19/2017	156.74
82663	DONATELLI'S	01/19/2017	1,272.48
82664	DOYLE, MELISSA	01/19/2017	124.00
82665	DEFINITIVE TECHNOLOGY SOLUTION	01/19/2017	12,637.45
82666	DVS RENEWAL	01/19/2017	37.00
82667	Vendor Continued Check	01/19/2017	0.00
82668	ECKROTH MUSIC	01/19/2017	4,952.78
82669	ED'S TROPHIES INC	01/19/2017	16.00
82670	EDEN PRAIRIE HIGH SCHOOL	01/19/2017	250.00
82671	EHLERS	01/19/2017	1,250.00
82672	ELECTRIC MOTOR REPAIR	01/19/2017	580.35
82673	ENABLING DEVICES	01/19/2017	100.95
82674	EQUITY ALLIANCE MN	01/19/2017	790.00
82675	EVOLLVE	01/19/2017	1,305.00
82676	FASTENAL COMPANY	01/19/2017	36.73
82677	FASTENATION INC	01/19/2017	142.22
82678	FEDEX	01/19/2017	44.57
82679	FESTIVAL FOODS-KNOWLAN'S	01/19/2017	317.21
82680	FIRKUS, DAVID	01/19/2017	76.00
82681	FITNESS DISTRIBUTING INC	01/19/2017	432.00
82682	FLINN SCIENTIFIC INC	01/19/2017	60.80
82683	FOLLETT SCHOOL SOLUTIONS INC	01/19/2017	44.99
82684	FRATTALONES HARDWARE STORES	01/19/2017	600.93
82685	FREY SCIENTIFIC	01/19/2017	87.06
82686	GALE	01/19/2017	2,247.28

Check Nbr	Vendor Name	Check Date	Check Amount
82687	GALLAGHERS NORTHWESTERN TIRE C	01/19/2017	279.80
82688	GALLAGHER, MATTHEW	01/19/2017	76.00
82689	GOPHER	01/19/2017	118.42
82690	GOPHER STAGE LIGHTING	01/19/2017	1,201.00
82691	Vendor Continued Check	01/19/2017	0.00
82692	GRAINGER	01/19/2017	3,022.67
82693	GRANDMA'S BAKERY INC	01/19/2017	115.32
82694	GREAT LAKES COCA COLA DIST LLC	01/19/2017	893.04
82695	GREAT RIVER OFFICE PRODUCTS	01/19/2017	1,251.84
82696	GREATAMERICA FINANCIAL SERVICE	01/19/2017	1,264.01
82697	GROTH MUSIC CO	01/19/2017	777.99
82698	HANSON, EUGENE	01/19/2017	58.00
82699	HEALTHPARTNERS	01/19/2017	225,942.65
82700	HEALTHPARTNERS MEDICAL GROUP	01/19/2017	500.00
82701	HEATHER, BRODIN	01/19/2017	90.00
82702	HEINEMANN	01/19/2017	956.67
82703	HERMES, MARK W	01/19/2017	58.00
82704	HIAWATHA HOMECARE	01/19/2017	364.50
82705	HISDAHL INC	01/19/2017	175.00
82706	HOGLUND BUS AND TRUCK CO	01/19/2017	14,704.66
82707	HOUGHTON MIFFLIN HARCOURT	01/19/2017	575.52
82708	HOUSE OF PRINT	01/19/2017	7,960.43
82709	HUERTH, MICHAEL	01/19/2017	3,691.20
82710	ID WHOLESALER	01/19/2017	1,795.00
82711	Vendor Continued Check	01/19/2017	0.00
82712	Vendor Continued Check	01/19/2017	0.00
82713	Vendor Continued Check	01/19/2017	0.00
82714	Vendor Continued Check	01/19/2017	0.00
82715	Vendor Continued Check	01/19/2017	0.00
82716	Vendor Continued Check	01/19/2017	0.00
82717	IFD	01/19/2017	143,574.43
82718	IMAGE BUILDERS	01/19/2017	4,639.22
82719	INGLES, PEGGY	01/19/2017	170.00
82720	INSIDE TRACK CLUB	01/19/2017	500.00
82721	INTELLIGERE INC	01/19/2017	657.50
82722	ION INC	01/19/2017	202.94
82723	ISD #622 NO ST PAUL/MAPLEWOOD	01/19/2017	2,000.00
82724	ISD #938 MAWSECO	01/19/2017	756.00
82725	JAYTECH INC	01/19/2017	634.80
82726	JENS VENDING	01/19/2017	271.00
82727	JIMMY JOHNS #869	01/19/2017	103.61
82728	JL TAITT & ASSOC	01/19/2017	1,206.00
82729	JOHNSON, PETER G	01/19/2017	82.00
82730	JOHNSON, ZACHARY	01/19/2017	76.00
82731	JONES SCHOOL SUPPLY CO INC	01/19/2017	103.65
82732	JUNIOR LIBRARY GUILD	01/19/2017	3,521.70
82733	JW PEPPER & SON INC	01/19/2017	115.24
82734	KABES, APRIL	01/19/2017	76.00
82735	KARLSBURGER FOODS INC	01/19/2017	1,118.64
82736	KATH FUEL OIL SERVICE CO	01/19/2017	1,360.44

Check Nbr	Vendor Name	Check Date	Check Amount
82737	KATKE, CHRISTINA	01/19/2017	76.00
82738	KATZMARK, WILLIAM	01/19/2017	58.00
82739	KLINGSPORN, TODD	01/19/2017	76.00
82740	KNUTSON FLYNN & DEANS PA	01/19/2017	100.00
82741	KONICA MINOLTA PREMIER FINANCE	01/19/2017	11,027.08
82742	Vendor Continued Check	01/19/2017	0.00
82743	KRAFT CONTRACTING & MECHANICAL	01/19/2017	18,608.42
82744	LAKESHORE LEARNING MATERIALS	01/19/2017	722.58
82745	LAMINATING AND BINDING SOLUTIO	01/19/2017	115.76
82746	LANGUAGE LINE SERVICES	01/19/2017	146.46
82747	LARSON ENGINEERING INC	01/19/2017	185.50
82748	LICK, DANIEL J	01/19/2017	81.00
82749	LIGHTING PLASTICS OF MN INC	01/19/2017	99.95
82750	LOVEGREEN MACHINE SAFETY	01/19/2017	161.00
82751	L T G POWER EQUIPMENT	01/19/2017	1,315.04
82752	LUND, MOLLY A	01/19/2017	50.00
82753	LYLE, TOM	01/19/2017	82.00
82754	MN ASSOC OF COLLEGE	01/19/2017	70.00
82755	MACKIN EDUCATIONAL RESOURCES	01/19/2017	2,072.28
82756	MARCO, INC	01/19/2017	1,299.93
82757	MARIAN UNIVERSITY	01/19/2017	680.00
82758	MARKETFEST	01/19/2017	420.00
82759	MARTIN, DUSTIN	01/19/2017	81.00
82760	MAYER-JOHNSON LLC	01/19/2017	1,150.00
82761	MCKINNEY, KAREN	01/19/2017	500.00
82762	MEDICARE PREMIUM COLLECTION CT	01/19/2017	200.80
82763	METRO DEAF SCHOOL	01/19/2017	7,014.80
82764	METRO SOUND AND LIGHTING	01/19/2017	560.00
82765	MIDAMERICA ADMIN & RETIREMENT	01/19/2017	5,334.00
82766	MIDWEST BUS PARTS INC	01/19/2017	118.30
82767	MIDWEST TECHNOLOGY PRODUCTS	01/19/2017	239.36
82768	MINVALCO INC	01/19/2017	99.18
82769	MLA	01/19/2017	2,216.00
82770	MN CLAY	01/19/2017	559.70
82771	MN COACHES INC	01/19/2017	1,249.56
82772	MN HISTORICAL SOCIETY	01/19/2017	1,920.00
82773	MN MOBILE TELEPHONE CO INC	01/19/2017	99.00
82774	MN READING ASSOC	01/19/2017	396.00
82775	MOBILE RADIO ENGINEERING INC	01/19/2017	250.00
82776	MOJOWATER	01/19/2017	548.95
82777	MOTTINGER, HUNTER	01/19/2017	124.00
82778	MN SCHOOL BOARDS ASSN	01/19/2017	152.00
82779	MUELLER, MICHAEL	01/19/2017	124.00
82780	MVP & ASSOC	01/19/2017	4,500.00
82781	NAC MECHANICAL & ELECTRICAL SE	01/19/2017	253.31
82782	NATL ASSOC FOR GIFTED CHILDREN	01/19/2017	119.00
82783	NARDINI FIRE EQUIPMENT CO INC	01/19/2017	373.00
82784	NASCO	01/19/2017	598.95
82785	Vendor Continued Check	01/19/2017	0.00
82786	NASSEFF MECH CONTRACTORS	01/19/2017	7,324.82

Check Nbr	Vendor Name	Check Date	Check Amount
82787	NATL JUNIOR HONOR SOCIETY	01/19/2017	385.00
82788	NATL MAH JONGG LEAGUE INC	01/19/2017	24.00
82789	NELSON, RICK	01/19/2017	143.00
82790	NEOFUNDS BY NEOPOST	01/19/2017	500.00
82791	NESS ELECTRONICS INC	01/19/2017	969.96
82792	NORTH CENTRAL TRUCK EQUIPMENT	01/19/2017	5,937.27
82793	NORTH STAR BANK	01/19/2017	7,650.00
82794	NORTH SUBURBAN TOWING	01/19/2017	275.00
82795	NORTHBOUND CREATIVE	01/19/2017	578.00
82796	NORTHEAST METRO 916	01/19/2017	300.00
82797	NORTHEAST METRO INTERMEDIATE D	01/19/2017	190,082.47
82798	Vendor Continued Check	01/19/2017	0.00
82799	NORTHERN LANDSCAPE & IRRIGATIO	01/19/2017	2,220.00
82800	NYSTROM PUBLISHING CO INC	01/19/2017	1,617.88
82801	O'REILLY AUTOMOTIVE INC	01/19/2017	1,926.76
82802	OLYMPIC COMMUNICATIONS, INC.	01/19/2017	237.50
82803	ON SITE SANITATION INC	01/19/2017	236.00
82804	ONENECK IT SOLUTIONS LLC	01/19/2017	525.00
82805	ONLY 1 AUTO GLASS	01/19/2017	85.00
82806	OXYGEN SERVICE CO INC	01/19/2017	276.21
82807	PAR INC	01/19/2017	1,312.20
82808	PATTERSON, JAMES	01/19/2017	76.00
82809	PAUL VADNAIS PLUMBING & WELL	01/19/2017	300.00
82810	PEARSON EDUCATION INC	01/19/2017	58.79
82811	PETERSON BROS ROOFING & CONST	01/19/2017	1,112.04
82812	PHOENIX ALTERNATIVES INC	01/19/2017	380.00
82813	PINE TREE APPLE ORCHARD	01/19/2017	1,680.00
82814	PIONEER PRESS	01/19/2017	42.40
82815	PITNEY BOWES PURCHASE POWER	01/19/2017	2,562.97
82816	PIZZA MAN	01/19/2017	41.56
82817	PLAYBILL INC	01/19/2017	1,200.00
82818	PLAZA CLEANERS	01/19/2017	727.93
82819	POLAR CHEVROLET MAZDA	01/19/2017	342.20
82820	PRAXAIR DISTRIBUTION INC	01/19/2017	141.85
82821	PRESS PUBLICATIONS	01/19/2017	5,333.48
82822	PRO-ED INC	01/19/2017	302.50
82823	RAMSEY COUNTY PARKS/REC DEPT	01/19/2017	4,452.00
82824	RATWIK ROSZAK & MALONEY PA	01/19/2017	4,202.50
82825	READING & MATH INC	01/19/2017	1,000.00
82826	REGENTS OF THE UNIV OF MN	01/19/2017	11,171.44
82827	REITELBACH, ADAM	01/19/2017	82.00
82828	REPUBLIC SERVICES #899	01/19/2017	8,591.54
82829	RESEARCH FOR BETTER TEACHING	01/19/2017	1,625.35
82830	RESOURCES FOR READING	01/19/2017	412.17
82831	ROSETTA STONE	01/19/2017	159.00
82832	ROW-LOFF PRODUCTIONS	01/19/2017	97.00
82833	SAFETY-KLEEN CORP	01/19/2017	360.84
82834	SAM'S CLUB/SYNCHRONY BANK	01/19/2017	242.57
82835	SAM'S CLUB/SYNCHRONY BANK	01/19/2017	735.20
82836	SCALZO, JOEL	01/19/2017	114.00

Check Nbr	Vendor Name	Check Date	Check Amount
82837	SCANTRON CORPORATION	01/19/2017	148.18
82838	SCHMIDT, ALEXANDRA	01/19/2017	90.00
82839	SCHMITT MUSIC COMPANY	01/19/2017	6,912.75
82840	SCHOOL CHECK IN	01/19/2017	90.00
82841	SCHOOL HEALTH CORPORATION	01/19/2017	115.68
82842	SCHOOL LIBRARY JOURNAL	01/19/2017	119.99
82843	SCHOOL SPECIALTY	01/19/2017	1,738.18
82844	SCHROEHER, JANE	01/19/2017	157.50
82845	SEATING AND ATHLETIC FACILITY	01/19/2017	10,728.70
82846	SEEVER, GRAY	01/19/2017	160.00
82847	SERENDIPITY ART AND DESIGN SER	01/19/2017	2,200.00
82848	SEVERSON, LAUREL	01/19/2017	200.00
82849	SHIE, JEFFREY R	01/19/2017	143.00
82850	SHOREVIEW COMMUNITY CENTER	01/19/2017	100.00
82851	SMITH, JENNIFER	01/19/2017	90.00
82852	SCHOOL NUTRITION ASSOC (SNA)	01/19/2017	33.00
82853	SOUTHWEST BINDING & LAMINATING	01/19/2017	335.90
82854	SPENCER, DOROTHY	01/19/2017	60.34
82855	ST PAUL PIONEER PRESS	01/19/2017	49.52
82856	Vendor Continued Check	01/19/2017	0.00
82857	STAPLES ADVANTAGE	01/19/2017	3,038.64
82858	STATE SUPPLY CO	01/19/2017	643.45
82859	STAY TUNED PIANO SERVICES	01/19/2017	588.00
82860	STEVE WEISS MUSIC	01/19/2017	514.82
82861	STILLWATER HIGH SCHOOL	01/19/2017	105.00
82862	SUMMIT COMPANIES	01/19/2017	1,119.94
82863	SVL SERVICE CORPORATION	01/19/2017	799.75
82864	SVMS BANDS	01/19/2017	100.00
82865	TALK IT ROCK IT	01/19/2017	749.85
82866	TEACHER SYNERGY LLC	01/19/2017	127.99
82867	TEAMWORKS INTERNATIONAL INC	01/19/2017	500.00
82868	TECHTRON ENGINEERING	01/19/2017	662.50
82869	THOMPSON, MARUTA A	01/19/2017	68.75
82870	TIERNEY BROTHERS INC	01/19/2017	1,006.46
82871	TRADE PRESS INC	01/19/2017	6,548.50
82872	TRANS-MISSISSIPPI BIO SUPPLY	01/19/2017	130.20
82873	TRIO SUPPLY COMPANY	01/19/2017	8,586.86
82874	TROLLHAUGEN	01/19/2017	1,584.00
82875	TRANSPORTATION SUPPLIES INC	01/19/2017	73.67
82876	TWIN CITY JANITOR SUPPLY CO	01/19/2017	74.00
82877	TWIN CITY TRANSPORTATION INC	01/19/2017	63,538.11
82878	UECKER-FLINK, DIANE T	01/19/2017	299.10
82879	UNIVERSITY OF WI STOUT	01/19/2017	300.00
82880	UNIVERSITY OF WI STOUT	01/19/2017	325.00
82881	UNIVERSAL ATHLETIC	01/19/2017	703.00
82882	US FOODS CULINARY EQUIP & SUPP	01/19/2017	773.81
82883	CITY OF VADNAIS HEIGHTS	01/19/2017	2,240.41
82884	VAIL, STEVEN D	01/19/2017	58.00
82885	VERIZON WIRELESS	01/19/2017	1,451.09
82886	VERIZON WIRELESS	01/19/2017	35.33

Check Nbr	Vendor Name	Check Date	Check Amount
82887	VERPLAETSE, MARK J	01/19/2017	143.00
82888	VEX ROBOTICS INC	01/19/2017	5,441.54
82889	VIRCO INC	01/19/2017	68.59
82890	WALSWORTH PUBLISHING CO	01/19/2017	4,657.50
82891	WALTERS REBUILDERS	01/19/2017	359.95
82892	WARNER, GENE	01/19/2017	58.00
82893	WHITE BEAR GLASS INC	01/19/2017	487.00
82894	WHITE BEAR LAKE ROTARY CLUB	01/19/2017	241.50
82895	WE CHARITY	01/19/2017	2,434.10
82896	WHISLER, ERIC	01/19/2017	224.00
82897	WILLIAMS, ANTHONY C	01/19/2017	58.00
82898	WILLOW LANE ELEM PTO	01/19/2017	282.31
82899	WILSON, SCOTT	01/19/2017	58.00
82900	WINDSTREAM	01/19/2017	5,078.18
82901	WINNICK SUPPLY	01/19/2017	64.62
82902	WL HALL COMPANY	01/19/2017	1,271.60
82903	WOODWARD ACADEMY	01/19/2017	816.14
82904	WORTHINGTON DIRECT INC	01/19/2017	2,080.81
82905	YMCA CAMP ICAGHOWAN	01/19/2017	3,854.00
82906	ZARAMBO, MARIA L	01/19/2017	76.00
82907	ZHOU, TINGTING	01/19/2017	645.31
321	Computer	Check(s) For a Total of	1,112,770.89

Check Nbr	Vendor Name	Check Date	Check Amount
81148	EQUITY ALLIANCE MN	01/19/2017	0.00
81489	MOBYMAX	01/19/2017	0.00
82040	WOODBURY HIGH SCHOOL	01/19/2017	0.00
3	Manual	Check(s) For a Total of	0.00

Check Nbr	Vendor Name	Check Date	Check Amount
82281	HOPKINS HIGH SCHOOL	01/19/2017	225.00
82416	ANGELLIS, DEEDRA K	01/19/2017	1,100.00
2	Void	Check(s) For a Total of	1,325.00

	3	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	321	Computer	Checks For a Total of	1,112,770.89
Total For	324	Manual, Wire Tran, ACH & Computer	Checks	1,112,770.89
Less	2	Voided	Checks For a Total of	1,325.00
			Net Amount	1,111,445.89

Check Nbr	Vendor Name	Check Date	Check Amount
82908	AMERIPRISE FINANCIAL SERVICES	01/26/2017	12,854.93
82909	GREATER TWIN CITIES UNITED WAY	01/26/2017	145.00
82910	GROTH MUSIC CO	01/26/2017	1,337.88
82911	HISDAHL INC	01/26/2017	1,181.34
82912	IUOE LOCAL 70	01/26/2017	2,233.88
82913	MESSERLI & KRAMER PA	01/26/2017	253.00
82914	METROPOLITAN LIFE	01/26/2017	2,089.17
82915	RAUSCH, STURM, ISRAEL,	01/26/2017	46.00
82916	SCHOOL SERVICE EMPLOYEES	01/26/2017	6,477.22
82917	THE UPS STORE #3299	01/26/2017	47.99
82918	US DEPT OF EDUCATION	01/26/2017	488.09
82919	VALLEY BOOKSELLER	01/26/2017	101.90
82920	VANGUARD SMALL BUSINESS SERVIC	01/26/2017	27,665.96
82921	WBLA EDUCATIONAL FOUNDATION	01/26/2017	743.50
82922	XCEL ENERGY	01/26/2017	92,952.70
82923	XCEL ENERGY	01/26/2017	94,908.63

16 Computer Check(s) For a Total of 243,527.19

	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
	16	Computer	Checks For a Total of	243,527.19
Total For	16	Manual, Wire Tran, ACH &	Computer Checks	243,527.19
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	243,527.19

Check Nbr	Vendor Name	Check Date	Check Amount
82924-82926		01/27/2017	VOID
82927	ANYTIME FITNESS	01/27/2017	1,400.00
82928	BREMER BANK	01/27/2017	711.11
82929	WELLS FARGO - COMML OPERATIONS	01/27/2017	534,864.04
3	Computer	Check(s) For a Total of	536,975.15

0	Manual	Checks For a Total of	0.00
0	Wire Transfer	Checks For a Total of	0.00
0	ACH	Checks For a Total of	0.00
3	Computer	Checks For a Total of	536,975.15
Total For	3	Manual, Wire Tran, ACH & Computer Checks	536,975.15
Less	0	Voided	0.00
		Net Amount	536,975.15

Check Summary

ACH

Check Nbr	Vendor Name	Check Date	Check Amount
161700679	ANDERSON, JON C	01/31/2017	381.51
161700680	BARTH, CARRIE M	01/31/2017	420.09
161700681	BOOTH, KARLA J	01/31/2017	172.53
161700682	BREMER, JACLYN ANN	01/31/2017	230.75
161700683	BROWN, BROOKE L	01/31/2017	32.22
161700684	CRAIGAN, JENNIFER M	01/31/2017	367.52
161700685	DANIELSON, MATTHEW C	01/31/2017	210.00
161700686	DYMIT, MARIE S	01/31/2017	68.04
161700687	ENGSTRAN, PAUL A	01/31/2017	59.00
161700688	FERNANDEZ, KEVIN M	01/31/2017	731.70
161700689	GRABAU, TRENT A	01/31/2017	45.55
161700690	GRANT, SHANNON	01/31/2017	105.75
161700691	HOEG, SCOTT A	01/31/2017	32.57
161700692	HOPKINS, JULIE C	01/31/2017	45.49
161700693	HOROWICKI, LISA M	01/31/2017	121.50
161700694	HUBBARD, MICHELLE K	01/31/2017	44.13
161700695	HUTSON, BRIETTA M	01/31/2017	79.96
161700696	JORGENSON, AMY L	01/31/2017	304.65
161700697	KELLEY, DEBRA K	01/31/2017	193.72
161700698	KNUTSON, CASSANDRA M	01/31/2017	97.20
161700699	KOSTER, PATRICIA L	01/31/2017	62.64
161700700	LAMWERS, LINDSAY M	01/31/2017	59.00
161700701	LARSON, BRITA A	01/31/2017	30.65
161700702	LARSON, TIMOTHY J	01/31/2017	58.51
161700703	LEONARD, BRIAN J	01/31/2017	390.00
161700704	LITTLE, LEANNE M	01/31/2017	29.15
161700705	MCMACKINS, SARA B	01/31/2017	723.06
161700706	MEUWISSEN, PAUL WILLIAM	01/31/2017	51.45
161700707	MILES, STACY LYNN	01/31/2017	49.14
161700708	MUCKALA, NANCY A	01/31/2017	30.70
161700709	MUNSON, KARI LYNN	01/31/2017	32.40
161700710	NAKAGAKI, BENJAMIN P	01/31/2017	105.03
161700711	OLSON, ANNA C	01/31/2017	34.34
161700712	PUODZIUNAS, DIANE M	01/31/2017	78.43
161700713	SALENGER, SETH A	01/31/2017	48.56
161700714	SAMUELSON, RICHARD T	01/31/2017	161.96
161700715	TOUSSAINT, JANEL PHYLLIS	01/31/2017	60.75
161700716	VAIL, ANNE B	01/31/2017	73.44
161700717	VAVRICKA, ROCHELLE L	01/31/2017	121.50
161700718	VETTE, MARISA AA	01/31/2017	93.49
161700719	WALD, TIMOTHY A	01/31/2017	507.72
161700720	WOLTERS, MERRILY J	01/31/2017	116.79
161700721	XU, HUI	01/31/2017	333.72

43 ACH

Check(s) For a Total of

6,996.31

Check Summary

ACH

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	43	ACH	Checks For a Total of	6,996.31
	0	Computer	Checks For a Total of	0.00
Total For	43	Manual, Wire Tran, ACH & Computer	Checks	6,996.31
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	6,996.31

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: **February 13, 2017**
 SUGGESTED DISPOSITION: **Operational Item**
 CONTACT PERSON(S): **Dr. Wayne Kazmierczak, Director of Finance and Operations**

Donation	Donor	Recipient
\$476	Kwit Trip, Inc	White Bear Lake Area High School Athletic Fund
\$20,000 for Drum Line/Band to purchase drums, harnesses, stands, and marching mallets needed and for enrichment opportunities.	White Bear Lake Area Educational Foundation on behalf of Dale Kammerlohr	White Bear Lake Area High School Drum Line/Band
\$500	Rotary EClub One	White Bear Lake Area High School South Campus Ambassadors
\$25	Scott and Kristy Jetvig	White Bear Lake Area High School Wrestling Program
\$300 for Exploration Program	White Bear Lake Lions Club	Lincoln Elementary
Ravensburger New York City Jigsaw Puzzel (Value: \$256.27)	Terry Hayes	White Bear Lake Area School District
\$250	Hugo Lions Club	White Bear Lake Area High School National Honor Society

RECOMMENDATION: Accept donations.

AGENDA ITEM: Field Trip Requests

MEETING DATE: February 13, 2017

SUGGESTED DISPOSITION: Consent Agenda

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

Background:

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

Date of Trip and Destination	Requesting Staff Member	Grade/Team	Number of School Days Missed	Number of Students Attending	Total Cost per Student and Source of Revenue	Means of Transportation	Purpose of Field Trip
April 21-22, 2017 UW Eau Claire	Jeremy Rockford and Shannon Anderson	High School Jazz Ensemble	0	80	Total Cost per Student: \$170.00 Source of Revenue: Fundraising and student donations	Charter Bus	Participation in the Eau Claire Jazz Festival will give students the opportunity to perform for professional Jazz musicians and receive constructive feedback. Students will also observe and evaluate other high school and college performances as well as attend clinics on various Jazz topics.
June 10-29, 2017 Germany	Karla Booth	South Campus Students	0	14	Total Cost per Student: \$2,600.00 Source of Revenue: Student fees and a small grant from GAPP to help sponsor teachers' airfare	Airplane	Our school has a long-standing partnership with our sister school in Leipzig, Germany through the GAPP (German-American Partnership Program).

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

RESOLUTION FOR HUMAN RESOURCES ITEMS

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

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

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

INDEPENDENT SCHOOL DISTRICT NO.624
Department of Human Resources

RESIGNATIONS/TERMINATION – CLASSIFIED STAFF

KARRI ENGSTRAN – Pupil Support Assistant, Otter Lake Elementary
Employed by District 624 since 09/07/2015
Effective Date: 01/18/2017

MARIA ETERNO – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 09/21/2015
Effective Date: 01/20/2017

ZACKARY HARDING – Program Assistant Leader, Oneka Elementary
Employed by District 624 since 09/21/2015
Effective Date: 01/05/2017

NICOLE KRINKE – Pupil Support Assistant, Sunrise Park Middle School
Employed by District 624 since 10/17/2016
Effective Date: 02/03/2017

JULIE ROTHE – Satellite Manager, Matoska International
Employed by District 624 since 03/28/2007
Effective Date: 01/20/2017

RESIGNATIONS/TERMINATION – NON-AFFILIATED STAFF

TIFFANY LEE – Bear Fundamentals Lead, Lakeaires Elementary
Employed by District 624 since 08/29/2016
Effective Date: 01/26/2017

CHANGE IN CONTRACT – CERTIFITED STAFF

MICHAEL HAMERNICK – Language Arts Teacher, Area Learning Center
From 2016-2017 Full Time Leave to Resignation
Effective: 06/09/2017

ANDREW MARTINSON – Mathematics Teacher, WBLAHS – North Campus
From 2016-2017 Full Time Leave to Resignation
Effective: 06/09/2017

BELINDA POON – Grade 1 Teacher, Otter Lake Elementary
From 2016-2017 Full Time Leave to Resignation
Effective: 06/09/2017

TEMPORARY CHANGE IN CONTRACT – CERTIFIED STAFF

RACHEL ZITZOW – EL Teacher, Lakeaires Elementary
From .6 fte to .7 fte
Effective: 01/19/2017 through 06/09/2017

NEW PERSONNEL – CLASSIFIED STAFF

CEPEDA BENNETT – Custodian, Sunrise Park & Normandy Park
\$17.46/hr. + \$.25 SD, 8.0 hrs. / 120 days \$16,859.90
Effective Date: 01/17/2017

BENJAMIN LAFRINIER – Field Technician Tier I, Lincoln Elementary and Central Middle School
\$20.79/hr., 8.0 hrs. / 94 days, \$15,634.08
Effective Date: 01/18/2017

YUU YUU MAUNG – Program Aide, Willow Lake Elementary
\$12.53/hr., 2.75 hrs. / 125 days \$4,307.18
Effective Date: 01/09/2017

ROBERT PETERSON – Custodial Engineer, Sunrise Park Middle School
\$20.37/hr. + \$.25 SD, 8.0 hrs. / 120 days \$19,795.19
Effective Date: 01/17/2017

JILL STUCYNSKI – Program Assistant Leader, Oneka Elementary
\$13.98/hr., 2.75 hrs. / 129 days \$4,959.40
Effective Date: 01/03/2017

NEW PERSONNEL – CERTIFIED STAFF

CANDACE RYAN – Special Education Teacher, White Bear Lake High School – North & South
BA, Step 4, \$21,330.07
Effective Date: 01/26/2017

LONG TERM SUBSTITUTE - CERTIFIED STAFF

JOSEPH GEISELMAN – .8 fte Science Teacher, White Bear Lake High School – North Campus
BA, Step 1, \$170.82 per day
Effective Date: 01/20/2017 through TBD

JOHN WILLIAMS – Language Arts Teacher, Sunrise Park Middle School
BA, Step 1, \$19,858.37
Effective Date: 01/26/2017 through 06/09/2017

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: **Recognition of Cast, Crew, and Orchestra of “Mary Poppins”**
MEETING DATE: **February 13, 2017**
SUGGESTED DISPOSITION: **Information Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

BACKGROUND:

We are proud to congratulate the cast, crew, orchestra from the fall play “Mary Poppins.”

They received the following awards from the Spotlight Education, a program of Hennepin Theatre Trust:

Achievement in Musical Theatre – Outstanding
Overall Performance – Outstanding
Overall Production – Outstanding
Ensemble Performance – Outstanding
Movement/Dance Performance by an Ensemble – Outstanding
Costume Crew – Outstanding
Vocal Performance by an Ensemble – Honorable Mention
Student Orchestra – Outstanding
AV Board Operators – Outstanding
Acting Performance by an Ensemble – Outstanding
Overall Technical Team – Outstanding

Individual Awards

Outstanding Performance in a Leading Role:
Patrick Timmons as Bert
Camryn Peirce as Jane Banks

Technical Leadership Nomination:
Maxwell Nelson

Honorable Mention for Performance in a Leading Role:
Bre Churchill as Mary Poppins
Julito Cabrera as George Banks
Ryan Krall as Michael Banks

Evaluator Shout-Out:
Per Swenson
Brenna Reiland
Marina Konold
Sisloob Lo

Outstanding Performance in a Supporting Role:
Emma Jones as Winifred Banks

A complete list of all students and directors being recognized is attached.

Mary Poppins

First Name	Last Name	Cast, Crew, Ensemble, Orchestra	Individual Awards
Meredith	Bowermaster	Cast - Fannie	
Julito	Cabrera	Cast - George Banks	Honorable Mention for Performance in a Leading Role
Bre	Churchill	Cast- Mary Poppins	Honorable Mention for Performance in a Leading Role
Krister	Copeland	Cast - John Northbrook	
Joey	Dennis	Cast - Robertson Ay	
Beth	Einck	Cast - Mrs. Brill	
Emma	Jones	Cast - Winifred Banks	Outstanding Performance in a Supporting Role
Marina	Konold	Cast - Mrs. Corry	Evaluator Shout-Out
Ryan	Krall	Cast - Michael Banks	Honorable Mention for Performance in a Leading Role
James	Krzoska	Cast - Von Hussler	
Sisloobo	Lo	Cast - Admiral Boom	Evaluator Shout-Out
Emy	Marier	Cast - Annie	
Camryn	Peirce	Cast - Jane Banks	Outstanding Performance in a Leading Role
Joey	Perreira	Cast - Bank Chairman	
Josh	Powell	Cast - The Park Keeper	
Brenna	Reiland	Cast - The Bird Woman	Evaluator Shout-Out
Sydney	Saiko	Cast - Miss Lark	
Per	Swenson	Cast - Neleus	Evaluator Shout-Out
Patrick	Timmons	Cast - Bert	Outstanding Performance in a Leading Role
Maren	Viker	Cast - Katie Nanna/Lillian Atwood	
Vanee	Yang	Cast - Miss Andrew	
Clay	Ansley	Ensemble- Whitman	
Jack	Barett	Ensemble - Alfred Barott	
Jack	Braasch	Ensemble - Percy Williams	
Phoenix	Bradley	Ensemble - Talullah Mae Jameson	
Allea	Eichler	Ensemble - Eleanor Rigby	
Claudia	Johnson	Ensemble - Claud Winston	
Sam	Larson	Ensemble - Josephine Danko	
Issac	Letourneau	Ensemble - John Elisabeth	
Nambi	Mwassa	Ensemble - Annabel Smith	
Laura	Osterlund	Ensemble - Queen Victoria	
Tom	Perreira	Ensemble - Henry Adams	
Chloe	Schwieger	Ensemble - Lucille Vatenger	
Megan	Scobba	Ensemble - Margaret Bond	
Ian	Shepler	Ensemble - Aldous Huxley	
Abby	Zavadil	Ensemble - Ida Flora	

Mary Poppins

Elsa	Ballata	Pit Orchestra - French Horn	
Zachary	Beauclair	Pit Orchestra - Trumpet	
Jared	Cilley	Pit Orchestra - Bb Clarinet, Eb Clarinet, Bb Bass Clarinet	
Zach	Duncanson	Pit Orchestra - Trombone	
Alexndra	Esser	Pit Orchestra - Oboe/English Horn	
Anthony	Eterno	Bass	
Roger	Grupp	Pit Orchestra - Adult - Trumpet	
Connie	Hamilton	Pit Orchestra - Adult - Keyboard	
Emma	Larsen	Pit Orchestra - Flute, Piccolo, and Recorder	
Katie	Miller	Pit Orchestra - Percussion	
Tejas	Nivarty	Pit Orchestra - Trombone	
Signey	Oslund	Pit Orchestra - Percussion	
Aaron	Purdham	Pit Orchestra - Trumpet	
Matthew	Springer	Pit Orchestra - Bassoon	
Ray	White	Pit Orchestra - Drum Set	
Greta	Whitebird	Pit Orchestra - French Horn	
David	Zhan	Pit Orchestra - Piano	
Maddie	Shelton	Crew- Backstage Managaer	
Kiara	Hohn	Crew - Backstage Manager	
Maxwell	Nelson	Crew - Student Tech Manager	Technical Leadership Nomination
Lydia	Anderson	Crew - backstage crew	
Claire	Terry	Crew - backstage crew	
Bethany	Bogenholm	Crew - backstage crew	
Mason	Witt	Crew - backstage crew	
Lexie	Leick	Crew - backstage crew	
Mac	Pope	Crew - backstage crew	
Maxwell	Soika	Crew- backstage crew	
Tyler	Haines	Crew - backstage crew	
Kameron	Hicks	Crew - backstage crew	
Landon	Witt	Crew - backstage crew	
Hannah	Falk	Crew - Moving lights	
Bayler	Smith	Crew - light board	
Lucy	Gunelson	Crew - light board	
Polly	Covert	Crew - spotlight	
Brianna	Pothen	crew - video 1	
Aidan	Lyons	Crew - video 2	
Veronica	Waalk	Crew- Sound Board	
Juli	Hunt	Crew - Sound Board	
Alyssa	Erickson	Crew - Mic Handler	
Sean	Sieleni	Crew - Tech Setup	
Zoe	Welnetz	Crew - Costumes	
Paula	Vazquez	Crew- Student Assistant	

Mary Poppins

Wendy	Suoja	Director/Producer	
Kayla	Schiltgen Elefson	Choreographer	
Scott	Kolman-Keen	Music Conductor	
Jeff	Willey	Technical Director	
Katie	Althof	Assistant Music Conductor	

AGENDA ITEM: **Superintendent's Report**
MEETING DATE: **February 13, 2017**
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: **Proposed School Year Calendars for 2017-18
and 2018-19**

MEETING DATE: **February 13, 2017**

SUGGESTED DISPOSITION: **Discussion Item**

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

BACKGROUND:

Assistant Superintendent Sara Paul and Director of Human Resources Linda Goers will present the 2017-18 and 2018-19 calendars. We will review the calendars in detail at our February work study session and presenting the final calendars at our March 6, 2017 Board meeting for approval.

WB 2017-18 CALENDAR

White Bear Lake Area Schools

- August 21-22New Teacher Orientation
- August 28.....Convocation
- August 28-31Teacher Work and Staff Development
- September 4No School - Labor Day
- September 5First Day of School (Grades 6-12)
- September 6.....First Day of School (Grades 1-5)
- September 6-7Kindergarten Orientation
- September 8First Day of School (K & K+)
- September 11.....First Day Early Childhood Programs

- October 2.....Non Student Day*
- October 19-20.....No School - Education Minnesota Conference

- November 3End of First Quarter
- November 6Non Student Day*
- November 20.....Non Student Day—Parent Conferences PM (PreK-12+)*
- November 21Non Student Day—Parent Conferences PM (PreK-12+)*
- November 22-24No School - Thanksgiving Break

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

- January 1No School - Winter Break
- January 15.....No School - MLK, Jr. Day
- January 24End of Second Quarter
End of First Semester
- January 25-26.....Non Student Days*

- February 19No School - Presidents Day
- February 20Parent Conferences PM (6-12+)
- February 22Parent Conferences PM (6-12+)

- March 12-16.....No School - Spring Break
- March 30.....Non Student Day*

- April 5.....End of Third Quarter
- April 6.....Non Student Day*
- April 9.....Non Student Day-Parent Conferences PM (PreK-5)
- April 12.....Conferences PM (PreK-5)

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

- June 7Last Day of School (All Students)
End of Fourth Quarter
End of Second Semester
- June 8.....Graduation

JULY						
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OCTOBER						
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DECEMBER						
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	First/Last Day of School		No School for Students		Parent/Teacher Conference/Communication
	End of Quarter/Semester		District Center Closed		

WB 2018-19 CALENDAR

White Bear Lake Area Schools

JULY						
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JANUARY						
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September 3No School - Labor Day
 September 4First Day of School

AUGUST						
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FEBRUARY						
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October 18-19.....No School - Education Minnesota Conference

SEPTEMBER						
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MARCH						
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December 24-31.....No School - Winter Break

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

March 11-15.....No School - Spring Break

NOVEMBER						
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MAY						
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May 27.....No School - Memorial Day

June 6.....Last Day of School (All Students)
 End of Fourth Quarter
 End of Second Semester

DECEMBER						
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JUNE						
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June 7.....Graduation

First/Last Day of School
 No School for Students
 Parent/Teacher Conference/Communication

End of Quarter/Semester
 District Center Closed

E. OPERATIONAL ITEMS

AGENDA ITEM: **Action on Selection of Candidates for First Round Interviews for Position of Superintendent**

MEETING DATE: **February 13, 2017**

SUGGESTED DISPOSITION: **Operational Item**

CONTACT PERSON(S): **Janet Newberg, School Board Chair**

BACKGROUND:

The School Board and its consultant Ken LaCroix will select and identify candidates for the superintendency who will move forward to first interviews with the Board.

Until the announcement of these names at the meeting, this information is private data.

RECOMMENDED ACTION:

Move to approve the names selected for first round interviews to be held on February 22 and 23, 2017.

AGENDA ITEM: **Action on Revised Fiscal Year 2017 Budget**

MEETING DATE: **February 13, 2017**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

Attached please find a summary of the revised fiscal year 2017 budget. This revised budget was presented to the School Board for discussion at the January 23, 2017 work-study session. At the February 13, 2017 School Board meeting, the revised budget will be proposed for approval. In addition, projected budgets for fiscal years 2017-2018 and 2018-2019 were discussed at the January work-study meeting.

Recommended Action: Move to approve the revised budget for Fiscal Year 2017.

White Bear Lake Area Schools
General, Nutritional Services, and Community Services Funds--Revenues and Expenditures Summary
Revised FY17 and Projected FY18, FY19 & FY20 Budgets

	Actual 2015	Actual 2016	Preliminary 2017	Revised 2017	Projected 2018	Projected 2019	Projected 2020
1 General Fund							
2 Revenue							
3 Local sources							
4 Property taxes	\$ 23,587,670	\$ 23,170,610	\$ 23,656,597	\$ 23,436,477	\$ 23,670,842	\$ 23,907,550	\$ 24,146,626
5 Investment earnings	49,506	75,992	76,000	100,000	140,000	150,000	160,000
6 Other	1,309,465	3,637,559	1,660,682	3,261,178	3,360,000	3,300,000	3,300,000
7 State sources	55,952,733	61,295,757	61,022,425	60,964,418	62,423,706	64,032,180	65,312,824
8 Special Education	10,437,669	9,952,820	11,276,100	11,100,000	11,227,000	11,563,810	11,910,724
9 Federal sources	2,725,971	2,544,801	2,784,791	2,817,040	2,831,358	2,781,426	2,781,496
10 Total revenue	94,063,014	100,677,539	100,476,595	101,679,113	103,652,906	105,734,966	107,611,670
11 Expenditures							
12 Current							
14 Administration	4,368,076	4,319,876	4,762,993	4,462,374	4,544,874	4,613,169	4,704,408
15 District support services	1,662,845	1,927,834	1,932,873	1,945,881	1,971,745	2,001,994	2,030,811
16 Elementary and secondary regular instruction	41,958,720	46,242,132	46,303,343	47,616,298	48,269,047	49,231,764	50,172,794
17 Vocational education instruction	951,749	880,860	959,050	923,201	912,474	924,332	936,449
18 Special education instruction	18,802,623	19,818,791	20,345,243	20,311,108	20,737,645	21,131,811	21,534,457
19 Instructional support services	7,784,273	8,247,943	7,280,347	7,686,047	7,766,396	7,898,295	8,022,254
20 Pupil support services	3,891,907	4,277,020	4,255,797	4,303,920	4,454,255	4,560,637	4,648,767
21 Transportation	4,987,958	6,212,524	5,506,304	6,206,930	6,107,030	6,240,260	6,364,207
22 Sites and buildings	9,129,257	8,619,133	8,946,492	8,549,127	8,632,531	8,125,995	8,218,521
23 Fiscal and other fixed cost programs	181,837	318,315	320,000	318,315	318,315	318,315	318,315
24 Debt service							
25 Principal	499,918	731,156	664,080	664,080	690,180	717,200	745,270
26 Interest and fiscal charges	483,178	434,999	406,880	406,880	381,000	353,900	325,780
27 Total expenditures	94,702,341	102,030,583	101,683,402	103,394,161	104,785,492	106,117,672	108,022,033
28 Excess (deficiency) of revenue over expenditures	(639,327)	(1,353,044)	(1,206,807)	(1,715,048)	(1,132,586)	(382,706)	(410,363)
29 Other financing sources (uses)							
30 District Reserves							
31 Assigned for Secondary Facilities			500,000	500,000	500,000		
32 Assigned for Construction & Capital Improvements			250,000	450,000	250,000	150,000	150,000
33 Assigned for Carryovers			250,000	610,000	350,000	350,000	350,000
34 Assigned for Strategic Priorities			250,000	250,000	50,000	50,000	50,000
35 Capital lease issued							
36 Proceeds from sale of assets	13,129	26,846					
37 Prior Period Adjustment							
38 Transfer In		1,340,000					
39 Transfer to Community Service Fund	(250,000)						
40 Total other financing sources (uses)	(236,871)	1,366,846	1,250,000	1,810,000	1,150,000	550,000	550,000
41 Net change in fund balances	(876,198)	13,802	43,193	94,952	17,414	167,294	139,637
42 Fund balances							
43 Beginning of year	28,367,540	27,491,342	27,505,144	27,505,144	27,600,096	27,617,510	27,784,804
44 Ending Fund Balance (Assigned and Unassigned)	\$ 27,491,342	\$ 27,505,144	\$ 27,548,337	\$ 27,600,096	\$ 27,617,510	\$ 27,784,804	\$ 27,924,441
45 Ending Fund Balance (Unassigned)	\$ 14,670,122	\$ 15,779,571	\$ 15,822,764	\$ 15,874,523	\$ 15,840,178	\$ 16,007,472	\$ 16,147,109
46 Ending Fund Balance (Unassigned as % of expenditures)	15.5%	15.5%	15.6%	15.4%	15.1%	15.1%	14.9%
47 Nutritional Services							
48 Revenues	4,208,560	4,435,030	4,434,266	4,434,266	4,479,619	4,524,415	4,569,659
49 Expenditures	4,245,505	4,347,742	4,425,682	4,425,682	4,553,176	4,684,239	4,817,924
50 Excess (deficiency) of revenue over expenditures	(36,945)	87,288	8,584	8,584	(73,557)	(159,824)	(248,265)
51 Ending Fund Balance	\$ 233,152	\$ 320,440	\$ 329,024	\$ 329,024	\$ 255,467	\$ 95,643	\$ (152,622)
52 Ending Fund Balance (as % of expenditures)	5.5%	7.4%	7.4%	7.4%	5.6%	2.0%	-3.2%
53 Community Services							
54 Revenues	4,772,075	5,343,584	5,342,008	5,342,008	5,448,848	5,557,825	5,668,982
55 General Fund Transfer	250,000						
56 Expenditures	4,515,800	5,250,818	5,342,008	5,342,008	5,448,848	5,557,825	5,668,982
57 Excess (deficiency) of revenue over expenditures	506,275	92,766	-	-	-	-	-
58 Ending Fund Balance	\$ 1,377,965	\$ 1,470,731	\$ 1,470,731	\$ 1,470,731	\$ 1,470,731	\$ 1,470,731	\$ 1,470,731
59 Ending Fund Balance (as % of expenditures)	30.5%	28.0%	27.5%	27.5%	27.0%	26.5%	25.9%

Revised Fiscal Year 2017, Projected Fiscal Years 2018, 2019 & 2020 Budgets

School Board Meeting
February 13, 2017

WHITE BEAR LAKE AREA SCHOOLS



General Fund Budget (Fund 1, 3, 5)

FY17

- Revenue: \$103.49 million total (\$101.68 million General Education revenue plus \$1.81 million Other Sources)
- Revenue compared to preliminary budget
 - Special education state aid adjustment
 - Adjusted for actual enrollment



General Fund Budget (Fund 1, 3, 5)

FY17

- Expenses: \$103.39 million total
 - Adjustments made based on data from payroll and human resources
 - Transportation adjusted to include the purchase of vehicles
- Overall: Revenue projected to exceed expenses by approximately \$95,000

3



General Fund Budget (Fund 1, 3, 5)

FY18

- Revenue: \$104.80 million total (\$103.65 million General Education revenue plus \$1.15 million Other Sources)
- Expenses: \$104.79 million total
- Revenues projected to exceed expenses by approximately \$17,000

FY19

- Revenue: \$106.28 million total (\$105.73 million General Education revenue plus \$.55 million Other Sources)
- Expenses: \$106.12 million total
- Expenses projected to exceed revenue by approximately \$167,000

4



**White Bear Lake Area Schools
General, Nutritional Services, and Community Services Funds—Revenues and Expenditures Summary
Revised FY17 and Projected FY18, FY19 & FY20 Budgets**

	Actual 2015	Actual 2016	Preliminary 2017	Revised 2017	Projected 2018	Projected 2019	Projected 2020
1 General Fund							
2 Revenue							
3 Local sources							
4 Property taxes	\$ 23,587,670	\$ 23,170,610	\$ 23,656,597	\$ 23,476,477	\$ 23,670,842	\$ 23,907,550	\$ 24,146,626
5 Investment earnings	49,506	75,992	76,000	100,000	140,000	150,000	160,000
6 Other	1,399,465	3,677,559	1,669,682	2,261,178	3,360,000	3,300,000	3,300,000
7 State sources	55,952,733	61,265,757	61,022,425	60,964,418	62,423,706	64,032,180	65,512,824
8 Special Education	19,637,469	9,923,420	11,225,108	11,100,000	11,237,400	11,561,810	11,930,724
9 Federal sources	2,725,971	2,544,801	2,784,791	3,817,040	2,831,158	2,793,426	2,781,496
10 Total revenue	94,883,814	100,673,539	100,478,593	101,679,113	103,625,206	105,734,966	107,611,670
11 Expenditures							
12 Current							
13 Administration	4,368,076	4,319,876	4,762,993	4,462,374	4,544,874	4,613,169	4,704,408
14 District support services	1,662,845	1,927,434	1,973,973	1,945,981	1,971,745	2,001,994	2,030,811
15 Elementary and secondary regular instruction	41,598,720	46,242,132	46,301,343	47,634,298	48,209,647	49,231,764	50,172,794
16 Vocational education instruction	551,749	800,860	959,050	923,201	912,414	924,312	936,449
17 Special education instruction	18,802,623	19,818,791	20,345,243	20,311,108	20,737,445	21,131,811	21,514,457
18 Instructional support services	7,244,233	8,231,743	7,288,347	7,686,047	7,766,196	7,898,265	8,023,254
19 Pupil support services	3,891,497	4,277,020	4,253,797	4,303,920	4,454,255	4,560,617	4,648,767
20 Transportation	4,987,968	6,212,224	5,506,304	5,269,810	6,107,830	6,346,360	6,364,207
21 Sites and buildings	9,129,237	8,619,133	8,946,492	8,549,127	8,632,531	8,125,995	8,214,521
22 Fiscal and other fixed cost programs	181,837	318,315	320,000	318,315	318,315	318,315	318,315
23 Debt service							
24 Principal	499,918	731,156	664,080	664,080	690,180	717,200	745,270
25 Interest and fiscal charges	483,174	438,999	496,880	496,880	381,600	353,900	325,780
26 Total expenditures	94,702,541	102,030,583	101,483,492	103,394,161	104,785,492	106,117,872	108,027,011
27 Excess (deficiency) of revenue over expenditures	(619,327)	(1,357,044)	(1,206,897)	(1,715,048)	(1,132,586)	(382,706)	(416,363)
28 Other financing sources (uses)							
29 District Reserves			500,000	500,000	500,000	500,000	500,000
30 Assigned for Secondary Facilities			250,000	250,000	250,000	250,000	250,000
31 Assigned for Construction & Capital Improvements			250,000	250,000	250,000	250,000	250,000
32 Assigned for Campuses			250,000	250,000	250,000	250,000	250,000
33 Assigned for Strategic Priorities			250,000	250,000	250,000	250,000	250,000
34 Capital Inter-County							
35 Proceeds from sale of assets	13,129	26,846					
36 Prior Period Adjustment							
37 Transfer In		1,340,000					
38 Transfer to Community Service Fund	(250,000)						
39 Total other financing sources (uses)	(250,000)	1,366,846	1,250,000	1,810,000	1,150,000	550,000	550,000
40 Net change in fund balances	(976,498)	13,802	43,933	94,952	17,414	167,294	139,637
41 Fund balances							
42 Beginning of year	28,367,540	27,491,342	27,505,144	27,505,144	27,600,096	27,617,510	27,784,804
43 Ending Fund Balance (Assigned and Unassigned)	\$ 27,491,342	\$ 27,505,144	\$ 27,549,077	\$ 27,600,096	\$ 27,617,510	\$ 27,784,804	\$ 27,924,441
44 Ending Fund Balance (Unassigned)	\$ 14,670,622	\$ 15,070,078	\$ 15,608,766	\$ 15,874,022	\$ 15,610,726	\$ 16,007,472	\$ 16,107,760
45 Ending Fund Balance (Unassigned as % of expenditures)	15.5%	15.5%	15.6%	15.4%	15.3%	15.3%	14.9%
46 Nutritional Services							
47 Revenues	4,208,560	4,415,000	4,434,266	4,434,266	4,479,419	4,524,415	4,569,659
48 Expenditures	4,245,965	4,267,742	4,425,042	4,425,042	4,533,176	4,684,219	4,812,924
49 Excess (deficiency) of revenue over expenditures	(36,405)	147,258	9,224	9,224	(53,757)	(159,804)	(243,265)
50 Ending Fund Balance	\$ 133,143	\$ 130,440	\$ 129,024	\$ 129,024	\$ 125,467	\$ 96,641	\$ 112,426
51 Ending Fund Balance (as % of expenditures)	3.3%	3.4%	3.4%	3.4%	3.6%	2.9%	3.2%
52 Community Services							
53 Revenues	4,722,025	5,343,584	5,342,008	5,342,008	5,448,848	5,557,825	5,668,932
54 Expenditures	4,513,860	5,250,814	5,342,008	5,342,008	5,448,848	5,557,825	5,668,932
55 Excess (deficiency) of revenue over expenditures	208,165	92,770					
56 Ending Fund Balance	\$ 1,177,968	\$ 1,420,711	\$ 1,420,711	\$ 1,420,711	\$ 1,420,711	\$ 1,420,711	\$ 1,420,711
57 Ending Fund Balance (as % of expenditures)	30.3%	28.0%	27.5%	27.5%	27.0%	26.3%	25.9%

General education revenue increase due to inflationary adjustment and anticipated enrollment growth.

Balanced budget projected for FY17-FY20.

Board adopted fund balance policy of 12.5-16.7%.



Budget Planning

January 23	Revised FY17, Projected FY18-FY20 budgets reviewed by School Board
February 13	Revised FY17 budget presented for School Board action
January-April	Staffing plan and enrollment projections refined
February-May	Budget planning with stakeholders, budget refinement
May	Preliminary FY18 budget reviewed with School Board
May	Recommendations for budget adjustments that have staffing ramifications
June 12	Preliminary FY18 budget presented for School Board action

AGENDA ITEM: **Action on Indian Resolution Concurrence**
MEETING DATE: **February 13, 2017**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Kathleen Daniels, Director of Student Support Services**

BACKGROUND:

School Districts that enroll ten or more American Indian students are required by Minnesota law to establish a Parent Advisory Committee to ensure that American Indian parents and community members have a voice in the education of their children.

White Bear Lake Area Schools (WBLAS) receives \$35,036 from the state of Minnesota for American Indian education that aligns with the World's Best Workforce legislation. In addition, White Bear Lake Area Schools has applied for federal Title VII American Indian grant dollars to supplement the state funds.

This group is responsible for approving the district's commitment to providing adequate educational services to its American Indian students. The committee and their families will be presenting the Resolution of Concurrence during tonight's School Board meeting.

RECOMMENDATION:

Approve the 2017 Indian Education Committee Resolution of Concurrence.

**Office of Indian Education
Transmittal of Resolution and Parent Committee Roster**

Identification Information		
School District Name <i>White Bear Lake Area Schools</i>	District Type/No. <i>624 01</i>	
Name of person completing form <i>Kathleen Daniels</i>	Title <i>Director, Student Support</i>	Telephone <i>651-407-7552</i>

Resolution/Parent Committee Information

Check all applicable items and attach the requested information:

This district does not have 10 or more American Indian students enrolled, therefore no Parent Committee has been established, and no resolution/recommendations are attached (sign below and return the form to the Office of Indian Education).

Resolution is attached:

Date resolution passed by Parent Committee: January 30, 2017

Date resolution presented to Local School Board: _____

The attached resolution is a resolution of (check one): Concurrence Non-concurrence

Recommendations are (check one): Included Not included

Resolution is NOT attached. If not attached, explain:

School Board Response is NOT attached. If not attached, explain:

A Parent Committee has NOT been established. If checked, please explain why not, including discussion of any steps that have been taken to establish a parent committee:

The district requests that the Office of Indian Education provide assistance in the following area(s):

- Parent Committee Training
- Staff Development on American Indian history and culture
- Other (explain):

The information provided on this form is true and accurate to the best of my belief and knowledge.

Signature – Superintendent of School District/Authorized Representative

Date signed

2016-2017 PARENT COMMITTEE RESOLUTION
(Due March 1,2017)

WHEREAS, the White Bear Lake Area Schools Independent School District/Charter School #624 provides an opportunity for all of its citizens to participate in district program communities, and

WHEREAS, the Indian Education Parent Committee of the White Bear Lake Area Schools Independent School District/Charter School #624 is the duly elected and established Parent Committee comprised of parents of children eligible to be enrolled in American Indian programs, secondary students, representatives from community groups, school administrators, and

WHEREAS, the Parent Committee's current responsibilities are addressed in adopted by-laws and apply to programs specifically designed for American Indian learners implemented through Indian Education Program, and

WHEREAS, the Parent Committees responsibilities have been expanded to include involvement in and advisement of all educational programs, programs for elementary and secondary grades, special education programs and support services, and

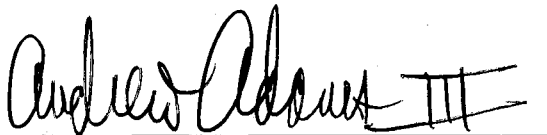
WHEREAS, the Indian Education Parent Committee of White Bear Lake Area Schools Independent School District/Charter School did meet on January 30, 2017 to review, recommend and approve this Resolution, and

WHEREAS, the Parent Committee has found most of the District's educational programs to be adequate in meeting the needs of American Indian students.

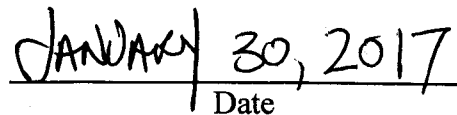
THEREFORE BE IT RESOLVED, the Parent Committee White Bear Lake Area Schools does concur that the district's programs meet American Indian student needs.

In favor of Resolution: 13

Not in favor of Resolution*: 0



Andrew Adams III
Chairperson
Indian Education Parent Committee



Date

**If the committee does not concur with the Resolution, the reasons for the non-concurrence and recommendations shall be submitted with this Resolution. By resolution, the Board must respond in writing within 60 days, to each recommendation made by the committee and state its reasons for not implementing the recommendation. (Minn. Stat. § 124D.78, Subd.1)*

Parent Committee Membership Roster

Identify the members of your district's American Indian Education Program Parent Committee below. List the chairperson first (include address of chairperson only), and provide the area of representation (parent, teacher, secondary student, counselor, etc.) for each committee member. Check to indicate whether the member is an American Indian. Attach an additional page if more space is needed.

Name of Committee Member	Area of Representation	American Indian?	
		Yes	No
ANDREW ADAMS III 55127 3172 CENTERTOWN ROAD, MADNAIS HEIGHTS, MN	PARENT	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Danielle DeLong	parent	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Renee Butters	parent	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
MIKE HVENRY	counselor	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Tristan Kemp	student	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Victoria Leon	parent	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Kari Thimjon	teacher	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Bhonda Kukuk	Parent	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
JOANNA Hill		<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Ray Cermak Jr.	Parent	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Christine Cermak	Parent	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Tasha Walsh	Parent	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
KELLY SAM	PARENT	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No
		<input type="checkbox"/> Yes	<input type="checkbox"/> No

AGENDA ITEM: **Policy 203.2, Order of the Regular School Board Meeting**

MEETING DATE: **February 13, 2017**

SUGGESTED DISPOSITION: **Operational Item**

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

BACKGROUND:

School Board Policy 203.2, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in January, and is being recommended for a second reading in the same format as in January.

The purpose of this policy is to ensure consistency in the order of business at regular school board meetings.

RECOMMENDATION:

To approve School Board Policy 203.2 as recommended by the Policy Committee.

203.2 ORDER OF THE REGULAR SCHOOL BOARD MEETING

I. PURPOSE

The purpose of this policy is to ensure consistency in the order of business at regular school board meetings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to consider matters that come before it in a consistent and orderly manner.

III. ORDER

A. The school board shall conduct an orderly school board meeting. The school board will, at all regular school board meetings, follow an agenda order similar to:

1. Call to order
2. Approval of agenda
3. Consent agenda
 - a) Approval of minutes
 - b) Payment of invoices
 - c) Correspondence
 - d) Acceptance of gifts
 - e) Field trip request
 - f) Personnel Items
4. Public Forum
5. Information Items
6. Discussion Items
7. Operational Items
8. Board Forum.
9. Adjournment

- B. The school board may depart from the order of business with the consent of the majority of members present.

Legal References: Minn. Stat. § 123B.09, Subd. 7 (School Board Powers)

Cross Reference: WBLASB Policy 203 (Operation of the School Board - Governing Rules)
WBLASB Policy 203.5 (School Board Meeting Agenda)
WBLASB Policy 213 **203.6** (Consent Agenda) ~~For Regular School Board Meetings~~

AGENDA ITEM: **Policy 203.6, Consent Agenda**
MEETING DATE: **February 13, 2017**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

BACKGROUND:

School Board Policy 203.6, Consent Agenda, was reviewed by the School Board Policy Committee and Cabinet, and is being recommended for a second reading in the same format with no changes. MSBA did not have any recommended changes for this policy.

The purpose of this policy is to allow the use of a consent agenda.

RECOMMENDATION:

To approve School Board Policy 203.6 , Consent Agenda, as recommended by the Policy Committee.

Adopted: May 18, 1996
Revised: July 15, 2002
Revised: May 12, 2008

*White Bear Lake Area School
District #624 Policy 203.6*

203.6 CONSENT AGENDA FOR REGULAR SCHOOL BOARD MEETINGS

I. PURPOSE

The purpose of this policy is to allow the use of a consent agenda.

II. GENERAL STATEMENT OF POLICY

In order for a more efficient administration of school board meetings, the school board may elect to use a consent agenda for the passage of non-controversial items of a similar nature.

III. PROCEDURES

- A. The superintendent, in consultation with the school board chair, may place items on the consent agenda. By using a consent agenda, the school board has consented to the consideration of certain items as a group under one motion. Should a consent agenda be used, an appropriate amount of discussion time will be allowed to review any item upon request.
- B. Consent items are those which usually do not require discussion or explanation prior to school board action, are noncontroversial and/or similar in content, or are those items which have already been discussed and/or explained and do not require further discussion or explanation. Such agenda items might include ministerial tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, approval of reports, etc. These items might also include similar groups of decisions such as, but not limited to, approval of staff contracts, approval of maintenance details for the school district buildings and grounds or approval of various schedules.
- C. Items shall be removed from the consent agenda by a timely request by an individual school board member for independent consideration. A request is timely if made prior to the vote on the consent agenda. The request does not require a second or a vote by the school board. An item removed from the consent agenda will then be discussed and acted on separately immediately following the consideration of the consent agenda.
- D. Consent agenda items are approved in mass by one vote of the school board. The consent agenda items shall be separately recorded in the minutes.

Legal References:

Minn. Stat. 123B.09, Subd. 7 (School Board Powers)

Cross Reference:

WBLASB Policy 203.2 (Order of the Regular School Board Meeting)

WBLASB Policy 203.5 (School Board Meeting Agenda)

WBLASB Policy 204 (School Board Meeting Minutes)

AGENDA ITEM: **Policy 204, School Board Minutes**
MEETING DATE: **February 13, 2017**
SUGGESTED DISPOSITION: **Operational Item**
CONTACT PERSON(S): **Dr. Michael Lovett, Superintendent**

BACKGROUND:

School Board Policy 204, School Board Minutes, was reviewed by the School Board Policy Committee and Cabinet, had a first reading in January, and is being recommended in the same format. MSBA did not have any recommended changes for this policy.

The purpose of this policy is to establish procedures relating to the maintenance of records of the school board and the publication of its official proceedings.

RECOMMENDATION:

To approve School Board Policy 204, School Board Minutes, as recommended by the Policy Committee.

Adopted: November 13, 1995
Revised: May 9, 2005
Revised: March 9, 2009

White Bear Lake Area School Board Policy 204

204 SCHOOL BOARD MEETING MINUTES

[Note: The provisions of this policy are required by statute.]

I. PURPOSE

The purpose of this policy is to establish procedures relating to the maintenance of records of the school board and the publication of its official proceedings.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school district to maintain its records so that they will be available for inspection by members of the general public and to provide for the publication of its official proceedings in compliance with law.

III. MAINTENANCE OF MINUTES AND RECORDS

A. The clerk shall keep and maintain permanent records of the school board, including records of the minutes of school board meetings and other required records of the school board. All votes taken at meetings required to be open to the public pursuant to the Minnesota Open Meeting Law shall be recorded in a journal kept for that purpose. Public records maintained by the school district shall be available for inspection by members of the public during the regular business hours of the school district. Minutes of meetings shall be available for inspection at the administrative offices of the school district after they have been prepared, and posted on the school district website. Minutes of a school board meeting shall be approved or modified by the school board at a subsequent meeting, which action shall be reflected in the official proceedings of that subsequent meeting.

B. Recordings of Closed Meetings

1. All closed meetings, except those closed as permitted by the attorney-client privilege, must be electronically recorded at the expense of the school district. Recordings of closed meetings shall be made separately from the recordings of an open meeting, to the extent such meetings are recorded. If a meeting is closed to discuss more than one (1) matter, each matter shall be separately recorded.

2. Recordings of closed meetings shall be preserved by the school district for the following time periods:

- a. Meetings closed to discuss labor negotiations strategy shall be preserved for two (2) years after the contract is signed.
 - b. Meetings closed to discuss security matters shall be preserved for at least four (4) years.
 - c. Meetings closed to discuss the purchase or sale of property shall be preserved for at least eight (8) years after the date of the meeting.
 - d. All other closed meetings shall be preserved by the school district for at least three (3) years after the date of the meeting.
 - e. Following the expiration of the above time periods, recordings of closed meetings shall be maintained as set forth in the school district's Records Retention Schedule.
3. Recordings of closed meetings shall be classified by the school district as protected non-public data that is not accessible by the public or any subject of the data, with the following exceptions:
 - a. Recordings of labor negotiations strategy meetings shall be classified as public data and made available to the public after all labor contracts are signed by the school district for the current budget period.
 - b. Recordings of meetings related to the purchase or sale of property shall be classified as public data and made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school district has abandoned the purchase or sale.
 - c. Recordings of any other closed meetings shall be classified and/or released as required by court order.
4. Recordings of closed meetings shall be maintained separately from recordings of open meetings, to the extent recordings of open meetings are maintained by the school district, with the exception of recordings that have been classified as public data as set forth in Section III.B.3. above. Recordings of closed meetings classified as non-public data also shall be maintained in a secure location, separate from recordings classified as public data.

5. Recordings of closed meetings shall be maintained in a manner to easily identify the data classification of the recording. The recordings shall be identified with at least the following information:
 - a. The date of the closed meeting;
 - b. The basis upon which the meeting was closed (e.g., labor negotiations strategy, purchase or sale of real property, educational data); and
 - c. The classification of the data.
6. Recordings of closed meetings related to labor negotiations strategy and the purchase or sale of property shall be maintained and monitored in a manner that reclassifies the recording as public upon the occurrence of an event reclassifying that data as set forth in Section III.B.3. above.

IV. PUBLICATION OF OFFICIAL PROCEEDINGS

- A. The school board shall cause its official proceedings to be published once in the official newspaper of the school district within thirty (30) days of the meeting at which the proceedings occurred; however, if the school board conducts regular meetings not more than once every thirty (30) days, the school board need not publish the minutes until ten (10) days after they have been approved by the school board.
- B. The proceedings to be published shall be sufficiently full to fairly set forth the proceedings. They must include the substance of all official actions taken by the school board at any regular or special meeting, and at minimum must include the subject matter of a motion, the persons making and seconding the motion, a listing of how each member present voted on the motion, the character of resolutions offered including a brief description of their subject matter and whether adopted or defeated. The minutes and permanent records of the school board may include more detail than is required to be published with the official proceedings. If the proceedings have not yet been approved by the school board, the proceedings to be published may reflect that fact.
- C. The proceedings to be published may be a summary of the essential elements of the proceedings, and/or of resolutions and other official actions of the school board. Such a summary shall be written in a clear and coherent manner and shall, to the extent possible, avoid the use of technical or legal terms not generally familiar to the public. When a summary is published, the publication shall clearly indicate that the published material is only a summary and that the full text is available for public inspection at the administrative offices of the school district

and that a copy of the proceedings, other than attachments to the minutes, is available without cost at the offices of the school district or by means of standard or electronic mail..

Legal references: Minn. Stat. § 13D.01, Subd. 4-6 (Open Meeting Law)
Minn. Stat. § 123B.09, Subd. 10 (Publishing Proceedings)
Minn. Stat. § 123B.14, Subd.7 (Record of Meetings)
Minn. Stat. § 331A.01 (Definition)
Minn. Stat. § 331A.05, Subd. 8 (Notice Regarding Published Summaries)
Minn. Stat. § 331A.08, Subd. 3 (Publication of Proceedings)
Op. Atty. Gen. 161-a-20, December 17, 1970;
Ketterer v. Independent School District No. 1, 248 Minn. 212, 79 N.W. 2d 428 (1956).

Cross References: WBLASB Policy 205 (Open Meetings and Closed Meetings)
MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties