

INDEPENDENT SCHOOL DISTRICT #832
REGULAR MEETING – BOARD OF EDUCATION
Thursday, December 10, 2009 - 7:00 PM
Mahtomedi District Education Center - Community Room

The Mission of the Mahtomedi School District No. 832, as a multi-community public school system, is to provide individually challenging, lifelong learning experiences for all people, leading to productive and self-fulfilling roles in a global society, accomplished through partnerships with students, families, staff and communities all committed to excellence.

- AGENDA -

1. CALL TO ORDER
2. ROLL CALL OF ATTENDANCE
3. APPROVAL OF THE AGENDA
4. APPROVAL OF THE CONSENT AGENDA - See #14 for Consent Agenda Items
5. PRESENTATIONS/RECOGNITION
 - A. Truth-in-Taxation Presentation
Presenter: Denise Sundstrom
6. PUBLIC COMMENT
Visitors attending the meeting who wish to address the school board on any issue that is on the agenda may do so at this time. Please refer to the last page for the procedure that has been established for public comments.
7. REPORT FROM STUDENT REPRESENTATIVE
 - A. Nicholas Donovan, Student Representative
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 - C. Policies
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1.	Approval of Donation from 3M Foundation to Mahtomedi High School Rocket Club - \$4,110	
2.	Approval of Donation from Kramer-Berg American Legion Post 507 to Mahtomedi Area Community Education Adult Senior Program - \$4,000	
3.	Approval of Donation from Kramer-Berg American Legion Post 507 to Mahtomedi Area Community Education Youth Program - \$1,500	
4.	Approval of Anonymous Donation to Mahtomedi High School Nordic Ski Program - \$500	

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5. Approval of Donation from NewTown Solutions, Inc. to Mahtomedi High School Rocket Club - \$250
- E. Personnel
1. Approval of Contracts and Work Agreements
 - a. Colleen Mahin - Long-Term Substitute French Teacher - Mahtomedi High School (11/20/09 to 12/23/09)
 2. Approval of Leaves of Absence
 - a. Cynthia Samels - French Teacher - Mahtomedi High School (11/9/09 to 12/31/09)

PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS REGULAR SCHOOL BOARD MEETING

Thank you for coming. The School Board of Independent School District #832 hopes you will find the meeting informative. By attending, you will better understand how your school district operates. The School Board meeting is a meeting "in public," and not a public meeting. In order to conduct its work in a professional and business-like manner, the school board has established the following rules for conducting the meeting:

- Comments and questions on issues are welcome at the scheduled time on the agenda. The school board is prohibited by law from discussing concerns about individual employees or students in a public meeting. Please forward comments or issues regarding individual employees or students to the superintendent at mark.wolak@mahtomedi.k12.mn.us or 651-407-2001.
- If you would like to speak to the school board, you will be recognized during Public Comment. The public may comment on any item on the agenda. The school board generally does not take action on any issue that is not on the agenda. Concerns or questions are forwarded to the superintendent for review and recommended action before consideration by the school board. Unless requested by a school board member, items on the consent agenda are not discussed by the school board at the meeting.
- The chairperson will ask citizens in attendance to sign in if they wish to address the school board. If you are late and wish to speak, please give your name, address, and agenda number to the clerk when you arrive.
- Individuals will be recognized in the order received. Since we are videotaping tonight's meeting for delayed broadcast, individuals who wish to address the school board or ask questions need to go to the microphone. Please state your name and address after being recognized and limit your comments to three minutes (approximately 450 written words). Everyone wishing to comment will be recognized and heard before anyone speaks twice.

Minutes of Regular Meeting

Board of Education Mahtomedi Public Schools

A Regular meeting of the Board of Education of the Mahtomedi Public Schools was held **November 12, 2009**, beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room.

1. CALL TO ORDER

Meeting called to order at 7:00 p.m. by Chair Steve Wolgamot.

2. ROLL CALL OF ATTENDANCE

Present: John Belisle; Cathy Dalton; Mary Jo Deters; Kevin Donovan; Judy Schwartz; Steve Wolgamot; and Mark Larson, Director of Teaching and Learning/Assistant Superintendent. Absent: Superintendent Mark Wolak, ex officio and Nicholas Donovan, Student Representative.

3. APPROVAL OF THE AGENDA

Belisle moved, Dalton seconded, approval to move agenda item *10. A. Approval of 2008-2009 Audit* to be on the agenda after *5. A. O. H. Anderson Elementary School - Therapy Dogs*. Carried. Schwartz moved, Deters seconded, approval of the agenda. Carried.

4. APPROVAL OF THE CONSENT AGENDA - See #14 for Consent Agenda Items

Schwartz moved, Belisle seconded, approval of the actions recommended on the consent agenda. Carried.

5. PRESENTATIONS/RECOGNITION

A. O. H. Anderson Elementary School - Therapy Dogs

Kirsten Bouwens, Principal at O. H. Anderson Elementary School, along with Carol Stabenow, Title 1 Teacher, and Kathryn Monroe, from St. Andrew's Animal Angels, presented on the use of therapy dogs at O. H. Anderson School. Through a school community partnership with St. Andrews Animal Angels a program called Learning Education Assistant Dogs (LEAD) brings therapy dogs and their handlers into the school to work with students. This is the fourth year handlers and dogs have been working with students in social skills development. Students work on self regulation, coping with anxiety, choices and problem solving, staying focused, and nonverbal communication. This is the second year the literacy dogs have been working with the reading specialists and students who need additional

support in literacy. For a student who feels insecure about their reading, the literacy dogs provide a warm, nonjudgmental way in which they listen to the children read. Monroe introduced her dog Skye and two other handlers Joanne and Laura and their therapy dogs Rufus and Guido. Therapy dogs have very special training beyond basic obedience. This training gets them accustomed to loud noises, people arguing, children poking, it also socializes them to all kinds of different places. Each team goes through twenty hours of initial training, has to pass a national registration test, and continues to participate in once-a-month in-service training. There are six teams who have trained for the 2009 program at O. H. Anderson School.

6. PUBLIC COMMENT

The following members of the audience spoke to the school board regarding their concerns with the proposed change from a seven-period day to a six-period day at Mahtomedi Middle School.

Lori Lindahl, teacher at MMS; Erin Berens, resident and parent; Lisa Irsfeld, teacher at MMS; Marianne Rana, teacher at MMS; Tim Whilhelmson, teacher at MMS; Paul Ydstie, teacher at MMS; Margie Grilley, resident and parent; Anthony Govrik, teacher at MMS; Lisa Paddock, resident and parent; Tara Morrison, children attend under open enrollment; Mary Vukelich, resident and parent; Sara Schmitt, resident and parent; William Merrill, child attends under open enrollment; Heidi Boyd, children attend under open enrollment; Ryan Collins, teacher at MMS; Ed Morreim, teacher at MMS; Mary Bell Wolff, teacher at MMS; Bev Farraher, children attend under open enrollment; Anna Shelander, resident and parent; Geri Olson, resident and parent; Kathy Smith, children attend under open enrollment; Jeb Bullis, children attend under open enrollment; Brooke Lindberg, student at MMS; Marilyn Walsh, teacher at MMS; Wendy Grandlienard, teacher at MMS; Marilyn Lodoen, teacher at MMS; Mary Solecki-Steege, resident and parent; Bree Sorum, teacher at MMS; Brooke Carlson, teacher at MMS.

Concerns/issues that were voiced: the school board was encouraged to keep the current seven-period schedule by allowing enough open enrollment students in to sustain the program, if not permanently, at least for one more year to be able to plan better, survey the open enrollment families to see if they will continue to attend if the schedule changes, the seemingly short time line in making the decision, make the process more transparent, are there other cost-cutting/revenue-generating options, is an across the board salary freeze an option, don't want to lose shared planning time, don't want to lose allied arts, has the long-term impact of the change been considered, and where is the data to support that this will be a change for the better.

7. REPORT FROM STUDENT REPRESENTATIVE

A. Nicholas Donovan, Student Representative

There will be no student representative report this month.

8. APPROVAL OF MINUTES

A. October 8, 2009 - Regular Meeting

Donovan moved, Deters seconded, approval of the minutes from the October 8, 2009, school board meeting. Carried.

B. October 22, 2009 - Study Session

Donovan moved, Deters seconded, approval of the minutes from the October 22, 2009, school board study session. Carried.

9. DISCUSSION/INFORMATION ITEMS

A. Calendar of Events

The Calendar of Events was reviewed. A Study Session may be scheduled on Tuesday, November 24, for further discussion on the potential Middle School schedule change.

B. Report on Community Engagement Process with Mahtomedi Middle School

Director of Teaching and Learning/Assistant Superintendent Mark Larson reviewed the purpose, the timeline, and lessons learned in the community engagement process relating to the potential schedule change at Mahtomedi Middle School.

C. Policies

1. First Reading

a. Policy 807 - Closing of Schools

No changes recommended.

2. Second Reading

a. Policy 501 - School Weapons Policy

No changes recommended.

b. Policy 521 - Student Disability Nondiscrimination

No changes recommended.

10. ACTION ITEMS

A. Approval of 2008-2009 Audit

Matt Mayer, of Kern, DeWenter and Viere, presented the audit report for 2008-2009. Mayer reviewed the audited financial statements and provided school board members and administrators with an overview of the school district revenues and expenditures for the past school year. Revenues were \$31,530,998 and expenditures were \$34,276,576. The difference was offset by \$3,198,569 for the OPEB Bonds. Because it is required when a school district receives more than \$500,000 in Federal funds, a compliance audit was conducted with the Special Education Program which received more than half of the Federal dollars. Mayer also spent time talking about the future of the school district's finances as it relates to the State's budget deficit. Belisle moved, Schwartz seconded, approval of the 2008-2009 audit. Carried.

B. Approval of Resolution Approving a Long-Range Facilities Plan ("Plan") and Authorizing Further Proceedings Toward Implementation of the Plan

Director of Business Services Denise Sundstrom introduced Mike David, Brent Jones, and Arif Quraishi from Johnson Controls, Inc., (JCI) who presented on the school district's long-range facility planning. Two years ago the school district started Phase I of the long-range facility planning process which consisted of doing research, gathering opinions, and developing options. Phase II was looking at all of the options and evaluating them. Three options were designed, Option I being a more conservative approach while Option III a very aggressive plan. Option II, which is the Flex Option and the recommended option, gave the most flexibility and would cost the district approximately \$43,000,000 - approximately \$46 per year (\$3.42 a month) for every \$100,000 of assessed home value. A formal public opinion survey was completed between September 29 and October 7 to gather how much community support there would be in a possible bond referendum. Due to the positive results of that community survey, the administration and school board is at the point where it needs to select an option. After school board discussion, Donovan moved, Belisle seconded approval of Option II (Flex Option) and the Resolution Approving a long-range Facilities Plan ("Plan") and Authorizing Further Proceedings Toward Implementation of the Plan. Carried.

The next steps in the process: preparation of Review & Comment to submit to the Minnesota Department of Education, prepare and execute community outreach, architect selection process, select a financial advisor, and prepare all necessary referendum document.

C. Policies

1. Approval of Policy 506 - Student Discipline

Donovan moved, Schwartz seconded, approval of Policy 506 - Student Discipline. Carried.

2. Approval of Policy 532 - Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds

Donovan moved, Schwartz seconded, approval of Policy 532 - Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds. Carried.

11. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

School board member Steve Wolgamot reported that Minnesota is trying to qualify for a Federal grant in which one of the qualifications is to have Q-Comp.

B. Integration Districts (EMID & NSP-M-O)

School board member Kevin Donovan reported that the East Metro Integration District teacher negotiations has gone to mediation.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School board member Cathy Donovan reported that the next Learn @ Lunch Webinar will be November 19, the board of director elections for MSBA will be held in January, and the 2010 Leadership Conference will be January 14 and 15.

D. Northeast Metro 916 Board

School board member John Belisle noted the 916 report in the school board packet.

12. SUPERINTENDENT'S REPORT

No report.

13. ADJOURNMENT

Donovan moved, Schwartz seconded, adjournment. Meeting adjourned at 9:58 p.m. Carried.

14. CONSENT AGENDA ITEMS (Items Approved Under #4)
 - A. Approval to Pay Bills - Check No. 363554 to 364174
 - B. Approval of Wire Transfer Transactions
 - C. Approval of Joint Powers Agreement for Summer Academy Program
 - D. Approval of Membership in 916 Education Foundation for 2009-2010
 - E. Personnel
 1. Recommendation to Approve Contract Status for Licensed Personnel Moving from Probationary Status to Continuing Contract Status for the 2009-2010 School Year
 - a. Cordek, Susan
 - b. Loosbrock, Gina
 - c. Niehaus-Comfort, Julie
 2. Approval of Contracts and Work Agreements
 - a. Kyle Beckstead - .333 FTE Physical Education Teacher - Mahtomedi High School (11/9/09)
 - b. Dana Berg - Paraprofessional - Early Childhood Special Education (ECSE) (11/6/09)
 - c. Katherine Chapuran - Long-Term Substitute French Teacher - Mahtomedi High School (11/9/09)
 - d. Shaun Halland - Long-Term Substitute Music Teacher - Mahtomedi Middle School (10/26/09 to 4/9/10)
 - e. Kristel Linn - .5 FTE Special Education Teacher - Mahtomedi Middle School (11/9/09)
 - f. Annemarie Niederkorn - Long-Term Substitute Language Arts Teacher - Mahtomedi Middle School (11/10/09 to 4/9/09)

KEVEN P. DONOVAN, CLERK

Minutes of Study Session

Board of Education Mahtomedi Public Schools

A Study Session of the Board of Education of the Mahtomedi Public Schools was held **November 24, 2009**, beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room.

1. CALL TO ORDER

Meeting called to order at 7:00 p.m. by Chair Steve Wolgamot.

2. ROLL CALL OF ATTENDANCE

Present: John Belisle; Cathy Dalton; Mary Jo Deters; Kevin Donovan; Steve Wolgamot and Superintendent Mark Wolak, ex officio. Absent: Judy Schwartz. Also present was Director of Community Education Chuck Ericksen, Assistant Principal Molly Hollihan, Director of Teaching and Learning/Assistant Superintendent Mark Larson, Dr. David Peterson from the University of St. Thomas, Director of Business Services Denise Sundstrom, Director of Special Services Lynne Viker, and Principal Sharon Zweber.

3. DISCUSSION/INFORMATION ITEMS

A. Presentation on Proposed Mahtomedi Middle School Schedule

Superintendent Mark Wolak, Director of Teaching and Learning/Assistant Superintendent Mark Larson, and Mahtomedi Middle School Principal Sharon Zweber presented on the proposed schedule change at Mahtomedi Middle School.

Superintendent Mark Wolak provided an overview of prior reports to the school board from 2005-2009 and highlighted findings that led to the current dialogue regarding teacher utilization and school schedules. Wolak included financial information about state funding, the school district's general fund, the fund balance policy and un-appropriated fund balance, the calculation for determination of spending reductions for 2010-2011, resident student enrollment, and enrollment comparisons by school. Data on the staff/student ratio by school shows that student enrollment at Mahtomedi Middle School has remained steady at approximately 790 students over the past seven years while staffing levels have increased from 40 to 43 Full-Time Equivalency (FTE). Staff/student ratios are 1:18 at Wildwood School and the Middle School, 1:21 at O. H. Anderson School, and 1:24 at the High School. Wolak proposed that equity in spending reductions across the school district requires a careful assessment of staffing levels at the Middle School in this round of spending reductions. Further, in order to achieve necessary staff reductions at the Middle School, the seven-period schedule becomes more difficult to operate effectively forcing administration to examine alternative schedule options to the seven-period schedule.

Wolak also identified eight primary areas of concern raised by parents in the listening sessions and in communications received by the school board and administration. These eight areas of concern are:

- 1) For the school district to remain competitive in the marketplace,
- 2) Keep the seven-period schedule at the Middle School,
- 3) Keep teachers working in teams to support students,
- 4) Continue to use open enrollment for a source of revenue,
- 5) Study schedule options and choices,
- 6) Use district resources wisely,
- 7) Offer more choice to parents and students at the Middle School, and
- 8) Continue to focus on the needs of students.

Mark Larson, Director of Teaching and Learning/Assistant Superintendent, reviewed information about teacher schedules and teacher utilization. The teacher contract in Mahtomedi requires that no teacher is assigned more than 310 minutes of student contact in a given day. Teacher contact time by school is noted in the table below:

Year 2009-2010		School Year 2010-2011	
High School	252 minutes	High School	275 minutes
Middle School	240 minutes*	Middle School	240 minutes
O.H. Anderson	275 minutes*	O.H. Anderson	275 minutes
Wildwood	275-290 minutes*	Wildwood	275-290 min
*includes advisory at MMS and morning meeting with students at elementaries.			

Larson described the current schedule, how teacher teams meet during the student day, and highlighted the challenges presented if the seven-period day was maintained with a new requirement that teachers add one more class period of student contact each day. While the financial savings are realized with a reduction in teacher workforce from 39.2 FTE to 33.44 FTE, the challenges outweigh the benefits in terms of increased teacher/student load and teachers' assignments across grade levels.

Sharon Zweber, Middle School Principal, presented a proposal for a six-period schedule. Zweber proposed core classes be required in Math, Language Arts, Social Studies, and Science at all grade levels and will increase by ten minutes per day. This will increase time in core academic areas by almost thirty hours per school year. This increase of instructional time will equal more than a month of traditional class periods.

According to Zweber, the following courses will be offered in 6th grade for one quarter: Science, Technology, Engineering and Math (STEM) and Family Consumer Science which includes Health. Physical Education and Music will be offered on an every-other-day schedule. Art is not included in the courses offered in 6th grade under this proposal.

In 7th grade, STEM and Art will be offered one quarter and Spanish will be offered two quarters. Physical Education and Music are offered on an every-other-day schedule.

In 8th grade, elective credits will be reduced from the current level of 2 credits to 1.5 credits. Based on student interest, electives are offered by semester or full year. Electives include Spanish I and II, Vocal Music or Band, Drama, Pop Art, Clay, Digital Art, Culinary Arts, Textile Arts, Snack Shop, STEM, Design and Woods and Strategic Reading. Physical Education/Health is required and offered for one semester.

School board members discussed the schedule proposed by Zweber and asked questions about the increased time on task in core subject areas and how the needs of special education students will be met. Lynne Viker, Director of Special Services, described various scenarios in which the needs of special education students would be met in a six-period day. Viker explained that the Individual Education Plan (IEP) drives the programming and that the needs of the student will be met within the confines of the student day.

Dr. David Peterson, University of St. Thomas and a former middle school principal, addressed how core values of the community drive the curriculum choices in a school. Peterson suggested a balance between core classes and exploratory. He offered that middle school students adapt quickly to change in schedules and that introducing choice for parents and students may be a way for the district to achieve its financial goal and meet student need.

School board members reviewed Northwest Educational Association (NWEA) assessment data from the Middle School and Measures of Academic Performance (MAP) data by quartile. Dr. Larson and Dr. Zweber answered questions regarding the information presented.

School board members reviewed open enrollment information presented by Zweber, however, more study is needed to determine if the resident enrollment numbers as presented include the out-migration of students from the Middle School.

Superintendent Wolak will present a recommendation to the school board on Thursday, December 10, and a preview of the recommendation will be shared with the community on Monday, December 7, at 7:00 PM in the Black Box Theater.

4. ADJOURNMENT

Wolgamot moved, Dalton seconded, adjournment. Meeting adjourned at 9:30 p.m. Carried.

KEVIN DONOVAN, CLERK

CALENDAR OF EVENTS

DECEMBER		
DATE/TIME	MEETING/EVENT	LOCATION
<u>Tuesday, December 8</u> 6:30 p.m. 8:00 p.m.	7 th Grade Band Concert 8 th Grade Band Concert	Chautauqua Center Chautauqua Center
<u>Wednesday, December 9</u> 11:30 a.m.	MMS Parent Association Meeting <i>(Mary Jo Deters is scheduled to attend)</i>	Mahtomedi Middle School - Room 115
<u>Thursday, December 10</u> 7:00 p.m.	School Board Meeting	District Education Center - Community Room
<u>Friday, December 11</u> 6:00 p.m.	Tree of Light Ceremony	Triangle Park
<u>Monday, December 14</u> 7:00 p.m.	MAEF Board of Trustees Meeting	District Education Center - Board Room
<u>Tuesday, December 15</u> 6:30 p.m. 7:45 p.m.	6 th Grade Choir Concert 7 th Grade Choir Concert	Chautauqua Center Chautauqua Center
<u>Wednesday, December 16</u> 6:00 p.m.	EMID Joint Powers School Board Meeting	Harambee Elementary School
<u>Thursday, December 24- Friday, January 1</u>	No School - Winter Break	

CALENDAR OF EVENTS

JANUARY		
DATE/TIME	MEETING/EVENT	LOCATION
<u>Tuesday, January 5</u> 6:00 p.m.	Northeast Metro 916 School Board Meeting	Bellaire School, White Bear Lake
<u>Thursday, January 7</u> 7:00 p.m.	School Board Meeting	District Education Center - Community Room
<u>Friday, January 8</u> 8:00-10:00 a.m.	AMSD Legislative Preview	TIES Building, St. Paul
<u>Monday, January 11</u> 7:00 p.m.	MAEF Board of Trustees Meeting	District Education Center - Board Room
<u>Tuesday, January 12</u> 6:30-8:30 p.m.	Community Education Advisory Council Mtg. <i>(Steve Wolgamot is scheduled to attend)</i>	District Education Center - Board Room
<u>Wednesday, January 13</u> 11:30-12:30 p.m.	MMS Parent Association Meeting <i>(Steve Wolgamot is scheduled to attend)</i>	Mahtomedi Middle School - Room 115
<u>Thursday, January 14</u> 6:30-8:00 p.m.	Elementary PTO Meeting <i>(Steve Wolgamot is scheduled to attend)</i>	
<u>Monday, January 18</u>	No School - Martin Luther King, Jr. Day	
<u>Wednesday, January 20</u> 6:00 p.m.	EMID Annual Joint Powers School Board Mtg.	Harambee Elementary School
<u>Thursday, January 21</u> 7:00 p.m.	MMS Jazz Band Concert	Chautauqua Center
<u>Monday, January 25</u> 10:00 a.m.-Noon	No School - Staff Development Kent Pekel Session	TBD
<u>Tuesday, January 26</u> 8:00 a.m.-Noon	AMSD Winter Conference	TIES Building, St. Paul
<u>Thursday, January 28</u> 6:00 p.m. 7:00 p.m.	School Board Personnel Committee Meeting School Board Study Session	District Education Center - Board Room District Education Center - Community Room

Report to School Board and Community

Spending Reductions and Middle School Curriculum/Schedule

December 7, 2009

A. Factors Driving the Need for Further Reductions in Spending (General Fund)

1. The school district is operating within an extended period of fiscal challenge due to the combined factors of declining enrollment, nearly flat funding from the State of MN in the general fund formula allowance, increasing costs of employee salaries and benefits and increased costs of operations. The general fund formula allowance to Mahtomedi schools increased by 11% over nine years for an average increase of 1.22% per year. During this same period, the school district reduced the growth of spending by 12 percent, or \$3,708,580 through annual spending reductions.



General Fund
Formula Allowance by Year

School Year	Formula Allowance	% Increase
2002-03	\$4,601	0%
2003-04	\$4,601	0%
2004-05	\$4,601	0%
2005-06	\$4,783	4%
2006-07	\$4,974	4%
2007-08	\$5,074	2%
2008-09	\$5,124	1%
2009-10	\$5,124	0%
2010-11	\$5,124	0%

11/24/09 School Board Study Session

2. The State of Minnesota will not likely have new money for schools over the next two or three years. In order to maintain economic stability, we must find new ways to reduce costs. Mahtomedi District per student funding (\$9,040) is lower than state average (\$9,535) and area districts when compared with Stillwater (\$9,488), Mounds View (\$11,038), St. Paul

(\$11,553) and Anoka Hennepin (\$9,661). (2008 Minnesota School Profiles, MN Department of Education). We expect that state funding will continue to be flat or that aid will be reduced in order to address state deficit of \$1.2 billion for 2010-2011 and \$5.4 billion for next biennium. We know today that state aid payments to the school district will be delayed and tax payments to schools shifted which will require borrowing money to meet payroll during 2010 estimated at \$100,000 annually.

3. Primary cost drivers for the school district are the increasing costs of health benefits for all employees (\$330,000 added costs for 2009-2010) and the inflationary costs for all salaries and other benefits. Employee salary and other benefit costs make up 76% of the expenditure budget and increase on average approximately three percent per year. The School Board and administration have consistently sought conservative wage and benefit settlement packages to maintain a balanced budget. For 2009-2010, the superintendent and three district administrators accepted pay freezes. Negotiations with Mahtomedi Teachers Association are underway at this time.
4. Mahtomedi resident student enrollment declined from 2,894 in 2005-2006 to 2,603 in 2009-2010, a decline of 291 students. Using an estimate of \$6,000 per pupil, state revenue declined by \$1,746,000 and local revenue declined by \$1,100 per pupil or \$320,100 over the same period.
5. A strong culture of choice and competition exists across communities in Minnesota. This competition helped Mahtomedi School District maintain stable enrollment through open enrollment for the past several years. Open enrollment totals 19 percent of enrollment district-wide (622 students of 3261 students for 2009-2010). We do not expect the level of interest in open enrollment to continue at the rate of the past three years. This is due to the fact that neighboring school districts are adding programs and services now to compete and keep their resident students. Neighboring districts can do so with additional state and local revenue for which we do not qualify (i.e., size of OPEB bonds, alternative facilities aid, state compensatory revenue, Title I, etc.)
6. Federal stimulus money protected Minnesota School Districts from a crisis this school year. For Mahtomedi, \$1.7 million was allocated to cover a deficit in state funding for 2009-2010. This is the equivalent of reducing 29 full time staff. We do not know how the State of Minnesota plans to address this shortfall when the federal money is no longer available to fill the gap after 2010.

B. Past Work of the School Board and Administration

The chronology below is a documentation of discussions, meetings, and decisions of administration and the school board pertaining to changes in Mahtomedi secondary schools curriculum offerings and schedules beginning in 2008.

Date	Activity or Decision
Summer 2008	<p>Completion of a high school comparison study by high school principals. The study originated to answer the question, “<i>what is the desired enrollment for a comparable high school with similar overall performance?</i>” This study also confirmed that schedules of other high performing high schools varied and the four periods per day schedule was one of many alternatives for teacher schedules.</p> <p>Document: High School Comparison Study</p>
October 2008	<p>School Board adopts District Leadership Plan which includes questions for study regarding optimal school size, curriculum offerings, teacher utilization and schedule choices for high school and middle school.</p> <p>Document: Leadership Plan 2008-2009</p>
October 2008	<p>High School Comparison Study presented to School Board</p> <p>Document: Board Minutes</p>
December 2008	<p>School Board Chair, superintendent, principals and staff representatives met to discuss the costs of current high school and middle school schedules and need for change. In particular, teacher/student contact time varied across the schools and was well under the limit of 310 minutes specified in the teacher contract.</p>
February 2009	<p>Memo from Superintendent Wolak to principals dated February 17, 2009 noting rationale for change and timeline for decisions by administration and school board.</p> <p>Document: Memo dated February 17, 2009</p>
March 2009	<p>A special meeting occurred with Mahtomedi Education Association and the School Board on March 6, 2009. Teachers were informed that the current secondary school schedules are not sustainable for economic reasons and</p>

Superintendent Report

Date	Activity or Decision
	<p>that cost reductions were needed.</p> <p>Middle School Principal Zweber requested time from the school board to conduct a Middle School Comparison Study.</p> <p>Document: Summary of Meeting dated March 6, 2009</p>
March –April 2009	<p>Middle School Comparison study completed by Dr. Zweber and a team from Middle School.</p> <p>Document: Middle School Comparison Study</p>
April 23, 2009	<p>Superintendent Wolak recommends \$750,000 in spending reductions for 2009-2010 or 2.5 percent reduction of the total expenditure budget. Includes reductions in administration (200,000), special education (58,000), learning center (32,000), transportation (38,000), high school (240,000), middle school (90,000), elementary schools (52,000), food services (10,000) and new revenue (30,000).</p> <p>Document: Proposed Cost Containment Strategies, April 23, 2009</p> <p>Middle School team and Dr. Zweber present results of comparison study to the school board at a study session.</p> <p>Document: Board minutes</p>
May 2009	<p>High School Committee examined various schedules and presents two options for the school board to consider.</p> <p>Document: School Board Minutes, May 14, 2009</p>
June 2009	<p>School Board Chair meets with principals, guidance counselors and school psychologist at Middle School to discuss the study and future changes. Mr. Wolgamot stressed the importance of keeping the teacher teaming in any revised schedule and stated the need for change due to economic reasons.</p> <p>School board chair writes letter to community in White Bear Press about the needed changes in school district including schedule changes at the middle school.</p> <p>Document: Letter from White Bear Press, June 10</p>

Superintendent Report

Date	Activity or Decision
July 2009	<p>School Board made a decision to move to the six period day at the high school beginning September 2010.</p> <p>Document: School Board Minutes, July 9, 2009</p>
August 2009	<p>School board members continue a request for schedule change at middle school in order to reduce costs for 2010-2011 and beyond.</p>
August 2009	<p>Meeting with Dr. David Peterson, St. Thomas, Mark Wolak, Denise Waalen and Dr. Zweber to discuss best schedule options considering school board direction. Requested his consultation as the district/school moves through the change process.</p>
September 2009	<p>Superintendent Wolak set a goal for spending reductions of \$1,000,000 district-wide and \$350,000 targeted to the middle school for 2010-2011 school year. Teacher schedules must be determined in order for registration guides to be developed and student registration completed.</p> <p><i>"This is what I believe the goal to be for administration and school board:</i></p> <p><i>GOAL: Adopt a schedule at the middle school that reduces staffing costs, meets state requirements for curriculum and general demands for curriculum choice from parents."</i></p> <p><i>CHALLENGE: Design and conduct a process of community engagement that links the goal of the school board with staff and parents in a manner that allows for effective community dialogue and a timely decision by the school board.</i></p> <p><i>Cost Reduction Target: \$300,000 to \$400,000 based on a district target of an estimated \$1,000,000.</i></p> <p>Document: Memo dated September 24, 2009 and sent to Dr. Zweber</p>
October 2009	<p>General Fund Reductions by Year outlined spending reductions incurred by school from 2004-2009.</p> <p>Document: Budget Reductions by Year and Category developed by Denise Sundstrom, Director of Business Services</p>
October -December 2009	<p>Conduct information meetings with staff and parents to gather feedback on choices for change in schedule and curriculum. Community education leaders and parent advisory members will assist with the process. School Board will participate in sessions.</p>

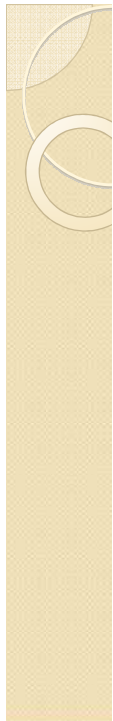
Superintendent Report

Date	Activity or Decision
	<p>October 26, 2009 Community Input Session</p> <p>November 9, 2009 Share findings from October 26 and results of online survey</p> <p>December 7, 2009 - Superintendent Recommendation</p> <p>December 10, 2009 - Superintendent Recommendation to School Board</p>
October 2009	Options for Teacher Schedules Studied by School Board and Administration include the current seven period schedule with modifications and a six period schedule.
November 2009	<p>Dr. Zweber and Dr. Larson report at the November 26 community meeting that middle school philosophy is more than the schedule used to deliver the curriculum. Middle school philosophy is teacher teaming/structured planning time, professional learning communities, meeting individual needs, differentiated curriculum, rigorous core classes with elective choices, advisory curriculum, and comprehensive professional development.</p> <p>Community Survey results identified four key themes: parents valued the variety of course elective offerings, teacher teams, academic rigor and individual attention. Concerns about the current schedule include too much homework, too many transitions and to remain a top notch school with a strong focus on student achievement.</p>
November 2009	Superintendent Wolak meets with all teachers at middle school to gather questions, concerns and ideas for proposed schedule change.
December 2009	<p>Enrollment history and enrollment projection 2010-2011 prepared by Denise Sundstrom, Director of Business Services. Findings indicate continued decline in resident student enrollment and Middle School enrollment will be flat at 783 students. This includes 603 resident and 180 non-resident students.</p> <p>Document: Memo to Superintendent and School Board</p>
December 2009	Survey of open enrollment parents initiated by Dr. Larson, summary pending

Date	Activity or Decision
December - February 1, 2010	Design work for revised curriculum offerings and teacher schedule

C. Other Reports to School Board

Below is a list of other reports completed and presented to the School Board relevant to the decisions regarding spending reductions and schedule changes at the secondary schools. These reports are on file at the district office and are available by contacting Superintendent Wolak or Denise Sundstrom, Director of Business Services.



Reports to School Board

- Program Reviews E – 12 (2005-2008)
- Long Range Facility Planning (2007-2009)
 - Demography study (2008)
 - Optimal School Capacity (2008)
 - Tax impact of open enrollment (2008)
 - Community Survey re: facility planning (2009)
- High School Comparison Study (2008)
 - Began the study of optimal high school size and schedule options
- Middle School Comparison Study (2009)
- Audit for 2008-2009 (2009)

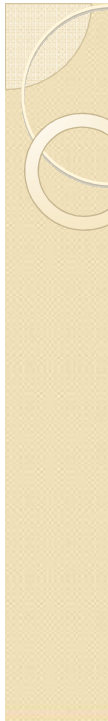
11/24/09 School Board Study Session

D. Findings

1. Resident enrollment continues to decline each year from 2,882 in 2004 to 2,509 projected for September 2010. This loss of revenue has been averted by accepting non-resident students under open enrollment. The use of open enrollment to maintain current school capacity levels has been an effective way to maintain steady revenue over the past three to four years. Open

enrollment has helped the district maintain reasonable class sizes and teachers. For 2009-2010, 628 students were accepted under open enrollment. Projections indicate that we will need 728 open enrollment students for 2010-2011 in order to maintain enrollment of 3,261 students.

2. For 2010-2011, enrollment declines by 53 students at Mahtomedi Middle School from 787 to 734 students. There are 44 current applications for middle school for 2010-2011. New revenue will only come from unexpected numbers of new residents, resident students returning from private schools, and more interest from open enrollment families.
3. Teacher student ratios are most favorable at the Middle School and Wildwood Elementary School. Teacher student ratios at the Middle School have declined over the past 8 years from 19.3 to 18.3 while ratios at all other schools have increased.



Enrollment and FTE by School

(excludes counselors, psychologists and media)

	2002-03 Enrollment	2002-03 FTE's	Student Teacher Ratio	2009-10 Enrollment	2009-10 FTE's	Student Teacher Ratio
WW	541	28.73	18.33	565	30.99	18.23
OHA	672	33.15	20.27	648	31.05	20.87
MMS	780	40.43	19.29	790	43.17	18.30
MHS	1078	49.87	21.62	1257	52.48	23.95

11/24/09 School Board Study Session

4. The overall cost for the current middle school schedule includes one hour of teacher planning time during the student day. Teachers also have time before and after school and one period for individual lesson planning. The costs of maintaining the 7 period schedule which includes team planning time during the student day is approximately \$350,000 per year.
5. A change to the six period day schedule will increase core academic time by 22 percent, or 29 hours more instructional time in each subject area of math, science, language arts and social studies.

6. A change to a six period schedule reduces the number of daily transitions for students .
7. Middle school philosophy is more than the schedule used to deliver the curriculum. Middle school philosophy is teacher teaming/structured planning time, professional learning communities, meeting individual needs, differentiated curriculum, rigorous core classes with elective choices, advisory curriculum, and comprehensive professional development.

Attributes of High-Performing Middle Level Schools

- Highly qualified teachers who are experts in teaching young adolescents
- The curriculum is grounded in rigorous, content standards and organized around 21st century learning
- The schools are organized into teaching teams
- Teaching teams are afforded common planning time to support the academic/social progress of students and align curriculum
- Utilize data-informed decision-making for continuous improvement
- In addition to core subjects, students have an opportunity to explore a variety of new subjects and study other allied arts subjects in greater depth
- Have systems in place such as advisory to ensure that every student has frequent and meaningful opportunities to connect with an adult

8. Current middle school schedule as we operate the 7 Period Schedule is an expensive model for delivery of instructional time and is lowest in study group of 19 school districts for minutes per day of instructional time. Fifty percent of a current middle school teacher’s time is spent in front of students. The remaining time is allocated for before and after school, duty free lunch, and preparation. Teacher time with students as defined in the teacher contract as student contact time is 240 minutes per day. Terms of the Mahtomedi Education Association agreement permits up to 310 minutes of student contact time per teacher per day. Contact time by school follows and includes the change at the high school to a six period schedule:

SchoolYear 2009-2010		SchoolYear 2010-2011	
• High School	252 min	• High School	275 min
• Middle School	240 min*	• Middle School	240 min
• OHA	275 min*	• OHA	275 min
• Wildwood	275-290 min*	• Wildwood	275-290 min

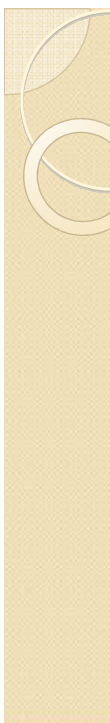
*includes advisory (MMS) and morning meetings (VWV and OHA)

Instructional Minutes Per Day
Student Contact Maximum = 310 minutes

11/24/09 School Board Study Session

E. Options Considered for Teacher Schedules at Middle School

Option A – Continue 7 Period Schedule and achieve \$350,000 in spending reductions at other schools and programs in the school district. *Rejected by administration due to the need to balance spending reductions across schools based on size of school budget. To protect the middle school from a fair share of spending reductions is not supported by district and school administration. In addition, the teacher/student ratio at the middle school declined over the past eight years while the other school ratios increased.*



Total Reductions by Site 2003-2009

	% of Budget	Total Reduction	Reduction as a Percent of Total	Over(Under) Percentage
High School	20.09%	564,650	15.23%	(4.86%)
District Wide	19.24%	1,274,000	34.35%	15.11%
Middle School	15.69%	367,460	9.91%	(5.78%)
Special Ed	15.03%	354,000	9.55%	(5.48%)
OH Anderson	10.70%	464,615	12.53%	1.83%
Wildwood	8.79%	455,515	12.28%	3.49%
Community Ed	6.11%	148,000	3.99%	(2.12%)
Activities	2.80%	45,000	1.21%	(1.59%)
MLC	1.55%	35,340	.95%	(.60%)
Total		3,708,580		

11/24/09 School Board Study Session

Option B - Continue with 7 Period Schedule and assign teachers to six class periods per day. *Rejected by administration since it will assign up to 160 students per teacher and also disrupt grade level teacher teams in order to implement. However, the proposed schedule change does increase teacher utilization by 45 minutes per day from 240 to 285 minutes.*

Option C – Adopt a modification to the current 7 Period Schedule. Assign Allied Arts teachers and Physical Education Teachers to six class periods per day. Assign core teachers to five periods per day and continue team meeting time during the student day for core teachers. This will reduce spending by approximately \$195,000 (3.0 FTE) at Middle School for 2010-2011. Use open enrollment revenue of \$155,000 (23 students @ \$6661 per student added to 783 projected enrollment)

- Projected enrollment is 734. Plus 10 new resident students in sixth grade, plus 39 new open enrollment students from the current waiting list = 783. We need additional students to maintain enrollment and 23 new students to meet the revenue target of \$155,000.
- New revenue will only come from unexpected numbers of new residents, resident students returning from private schools, and more interest from open enrollment families.

Rejected by administration for two reasons: 1) We do not expect open enrollment revenue at the level needed for the long term and 2) The schedule as proposed creates inequalities in teacher assignments.

Option D – Continue with 7 Period Schedule and find reductions in assistant principal, counselors, psychologist, and other non-instructional staff positions. *Rejected by middle school administration because the support system for students will be jeopardized.*

Option E - Change to 6 Period Schedule at Middle School beginning 2010-2011. Reduce Spending by \$350,000 or approximately five full time teachers.

F. Recommendation from Superintendent : Option E - Six Period Schedule

Rationale:

1. Meets the spending reduction target of \$350,000 set by the school board and aligns staff/student ratios with other schools in the district.
2. Increases instructional time in core academic areas by 22 percent or 29 hours per class per year or the equivalent of 37 additional class periods per year. This is the equivalent of an additional 148 class periods in the core subject areas. Additional core academic instructional time is necessary because the State and Federal Governments have increased academic standards and added high stakes testing while Middle School instructional time has not increased proportionately.
3. Allows for grade 6 and 7 core teachers to meet as a team with one allied arts teacher during the student day.
4. Permits a variety of elective course choices based on district priorities and parent choice.
5. Allows for grade level teacher teams to meet before and/or after school.
6. Allows for teachers to meet with students at assigned times before or after school.
7. Special education needs will be addressed through individual planning based on student areas of strength and needs and team decisions that include parents.
8. Best delivery model given the options and can be implemented within our financial means.

G. Next Steps

Begin design and selection of courses under direction of Dr. Mark Larson with Dr. Sharon Zweber and Molly Hollihan. Present a final schedule with curriculum plan to School Board by February 1, 2010.

807 - CLOSING OF SCHOOLS

I. PURPOSE

The purpose of this policy is to empower the superintendent, or designee, to suspend school operations due to emergency conditions.

II. GENERAL STATEMENT OF POLICY

Unusual emergency conditions may arise when schools are in session requiring the suspension of school operations. These conditions may include weather emergencies, threats to student welfare, hazards, widespread illness, or state and national emergencies. The superintendent has the authority to suspend schools when emergency weather conditions threaten the general welfare of students and employees.

III. WEATHER EMERGENCY

The school district's response to a weather emergency is as follows:

1. School is closed for the day. This decision is made by the superintendent prior to 6:00 a.m. and the media is notified, ~~all e.~~ Employees are notified, and parents/guardians are notified by the Instant Alert™ System. ~~School closing information is also put on the main voicemail of each building will obtain this information from radio, television stations,~~ and the home pages of the schools' and district's web sites.
2. School may be cancelled during the day if a developing storm or other emergency warrants early dismissal. This is the most difficult situation for parents/guardians since it is unexpected. The school district will ~~do everything possible to notify parents/guardians so that your child(ren) are safe.~~ Each school has procedures in place to notify parents/ guardians in the event of an early dismissal notify parents/guardians using the Instant Alert™ System.
3. The start of school may be delayed when it appears that weather conditions will improve rapidly and a delay allows safe travel to school. School will dismiss at the regular time when a delayed start occurs. School and community use of schools during the evening hours will occur as scheduled.
4. School facility use, athletic contests, and MAC Program – In the event of school cancellation or early dismissal, families should contact the Community Education weather hot line at 651-407-2020 or the High School activity office at 651-407-2119 for the status of individual activities. Before- and after-school child care (MAC) offered by Community Education has specific school closing procedures that will be followed.

Draft of Current Policy
Strike Through: Old Language
Underline: New Language

Mahtomedi School Board Policy 807

For other types of crisis situations not listed above, see Crisis Management Policy 806.

ADOPTED – February 10, 2005

SECOND READING - December 10, 2009

Mahtomedi School District No. 832
Final Levy for Taxes Payable 2010 compared to the current year (payable 2009)

Fund	Certified Payable 2009	Final Levy Payable 2010	Difference from Pay 2009	Line
General Fund				
Referendum	\$3,442,804	\$3,239,696	(\$203,108)	1
Equity	\$356,980	\$415,578	\$58,598	2
Transition	\$19,792	\$20,556	\$764	3
Operating Capital	\$475,497	\$492,436	\$16,939	4
Alternative Teacher Compensation	\$507,176	\$298,970	(\$208,207)	5
Reemployment Insurance	\$10,000	\$50,000	\$40,000	6
Safe Schools	\$108,546	\$112,737	\$4,192	7
Safe Schools, Intermediate District 916	\$10,855	\$23,675	\$12,820	8
Career Technical	\$61,110	\$61,110	\$0	9
Capital Projects	\$645,446	\$678,731	\$33,285	10
Health and Safety	\$186,162	\$157,986	(\$28,176)	11
Deferred Maintenance	\$175,968	\$195,648	\$19,679	12
Lease	\$324,238	\$341,896	\$17,658	13
Integration	\$99,020	\$103,540	\$4,520	14
General Fund Adjustments	\$79,649	\$152,157	\$72,508	15
Total General Fund	\$6,503,242	\$6,344,714	(\$158,528)	16
Community Service	\$301,368	\$296,078	(\$5,290)	17
Debt Service	\$3,179,055	\$3,274,211	\$95,155	18
OPEB Debt Service	\$0	\$346,561	\$346,561	19
Total Proposed Levy	\$9,983,665	\$10,261,564	\$277,899	20
Percent Increase over Pay 2009			2.78%	21

Notes:

- Line 1 Operating referendum decrease is due to an estimated decline in resident marginal cost pupil units (RMCPU).
- Line 2 Equity formula calculates the gap in region's equity. Increased from \$84.97 to \$93.90 per RMCPU.
- Line 5 Alternative teacher compensation was levied for two years (2008-09 and 2009-2010) in Payable 2009.
- Line 18 Debt service increase is due additional principal payments according to bond schedules.
- Line 19 Other Post Employment Benefits levy is new and pays debt service on the OPEB trust fund.
- Line 20 The proposed levy for payable 2010 taxes is \$10,207,969.22 and 2.25% higher than the current year's levy.

RESOLUTION ADOPTING PROPOSED 2009 PAYABLE 2010 LEVY

(Applied to 2010-11 Budget)

Member _____ introduced the following resolution and moved its adoption:

BE IT RESOLVED by the Board of Education of Independent School District No. 832, Mahtomedi, Minnesota, that the proposed 2009 payable 2010 levy be adopted as follows:

General Fund - Voter Approved	\$4,028,084.06
General Fund - Other	\$2,316,630.20
Community Services Levy - Other	\$296,077.58
Debt Service - Voter Approved	\$3,217,316.21
Debt Service - Other	\$403,455.47
TOTAL CERTIFIED LEVY	<u>\$10,261,563.52</u>

The motion for adoption of the foregoing resolution was duly seconded by Member _____, and upon vote being taken thereon, the following voted in favor thereof: _____

And the following voted against the same: _____,
Whereupon the resolution was declared duly passed and adopted.

EMPLOYEE INTERCHANGE AGREEMENT

THIS AGREEMENT, is made and entered into by and between the Northeast Metropolitan Intermediate School District No. 916 (hereinafter referred to as the "Northeast Metro 916"), and Independent School District No. 832 (hereinafter referred to as "District 832").

RECITALS

WHEREAS, Northeast Metro 916 is authorized and empowered to enter in contracts for the sale or purchase of professional services with other School Districts; and

WHEREAS, Northeast Metro 916 desires to contract with District 832 for the provision of professional services to District 832 on the terms and conditions hereinafter set forth.

NOW THEREFORE, in consideration of the mutual covenants and promises contained herein, it is agreed as follows:

ARTICLE I

SERVICES TO BE PROVIDED

Section 1. Scope of Services: Northeast Metro 916 agrees to provide Jonas Beugen's professional services as a Principal to District 832 at the Mahtomedi Area Learning Center.

ARTICLE II

COMPENSATION

Section 1. Rate of Compensation: The parties agree that District 832 shall pay Twelve Thousand Dollars (\$12,000.00) for the professional services provided by Jonas Beugen in accordance with this Agreement, upon presentation of an invoice by Northeast Metro 916. District 832 shall remit payment to Northeast Metro 916 within 30 days of the invoice.

ARTICLE III

TIME AND DURATION

Section 1. Hours: It is anticipated that Jonas Beugen will spend approximately ten (10) hours per week in fulfilling Northeast Metro 916's obligations under this Agreement. This Agreement shall commence upon date of execution by all parties and will terminate June 30, 2010. This Agreement will remain in full force and effect, but may be terminated by either party at any time upon 30-day written notice to the other.

ARTICLE IV

EMPLOYMENT RELATIONSHIP

Section 1. For all purposes, Jonas Beugen shall be deemed an employee of Northeast Metro 916, not District 832, during the course of this Agreement. District 832 shall be solely responsible for

providing the Principal's job duties, responsibilities and work direction. Northeast Metro 916 shall provide all evaluation, supervision, and any necessary discipline of the individual serving as the Principal of the Mahtomedi Area Learning Center under this Agreement.

ARTICLE V

LIABILITY INSURANCE AND EXPENSES

Section 1. Liability Insurance: Northeast Metro 916 shall maintain professional liability insurance during the course of this Agreement to cover the professional services provided by Jonas Beugen. District 832 shall also maintain professional liability insurance during the course of this Agreement.

Section 1. Expenses: District 832 shall provide office space for the Principal; and an administrative assistant, if necessary. District 832 shall pay for any costs or reimbursements that are incurred specific to a District 832 program in the performance of duties under this Agreement.

ARTICLE VI

GENERAL

Section 1. Authorized School District Agent: Northeast Metro 916's authorized agent for the purpose of administration of this Agreement shall be Superintendent Connie Hayes and District 832's authorized agent shall be Superintendent Mark Wolak. Said agents shall have final authority for approval and acceptance of the professional services performed under this Agreement and shall further have responsibility for administration of the terms and conditions of this Agreement.

Section 2. Amendments: No amendments or variations of the terms and conditions of this Agreement shall be valid unless in writing and signed by the parties.

Section 3. Assignability: Both parties' rights and obligations under this Agreement are personal and not assignable or transferrable.

Section 4. Data: Any data or materials and all other documents shall be treated and maintained by Northeast Metro 916 and District 832 in accordance with applicable federal, state and local laws regarding data privacy.

Section 5. Entire Agreement: This Agreement is the entire agreement between Northeast Metro 916 and District 832 and it supersedes all prior written or oral agreements. There are no other covenants, promises, undertakings, or understandings outside of this Agreement other than those specifically set forth. Any term, condition, prior course of dealing, course of performance, usage of trade, understanding, or agreement purporting to modify, vary, supplement, or explain any provision of this Agreement is null and void and of no effect unless in writing and signed by representatives of both parties authorized to amend this Agreement.

Section 6. Severability: All terms and covenants contained in this Agreement are severable. In the event any provision of this Agreement shall be held invalid by any court of competent jurisdiction, this Agreement shall be interpreted as if such invalid terms or covenants were not contained herein and such holding shall not invalidate or render unenforceable any other provision hereof.

WHEREFORE, this Agreement was entered into on the date set forth below and the undersigned, by execution hereof, represent that they are authorized to enter into this Agreement on behalf of the respective parties and state that this Agreement has been read by them and that the undersigned understand and fully agree to each, all and every provision hereof, and hereby, acknowledge receipt of a copy hereof.

DATE: 12-2-09 **NORTHEAST METROPOLITAN INTERMEDIATE
SCHOOL DISTRICT NO. 916**
By Cornie S. Hays
Title Superintendent
Address 2540 East County Road F
White Bear Lake, Minnesota 55110

DATE: _____ **INDEPENDENT SCHOOL DISTRICT NO. 832**
By _____
Title _____
Address 1520 Mahtomedi Avenue
Mahtomedi, Minnesota 55115

501 - SCHOOL WEAPONS POLICY

I. PURPOSE

The purpose of this policy is to assure a safe school environment for students, staff and the public.

II. GENERAL STATEMENT OF POLICY

No student or nonstudent, including adults and visitors, shall possess, use or distribute a weapon when in a school location except as provided in this policy. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school employee, volunteer, or member of the public who violates this policy.

III. DEFINITIONS

A. “Weapon”

1. A “weapon” means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; air guns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks; mace and other propellants; stun guns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.
2. No person shall possess, use or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.
3. No person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.), to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

B. “School Location” includes any school building or grounds, whether leased, rented, owned or controlled by the school, locations of school activities or trips, bus stops, school buses or school vehicles, school-contracted vehicles, the area of entrance or departure from school premises or events, all locations where school-related functions are conducted, and anywhere students are under the jurisdiction of the school district.

C. “Possession” means having a weapon on one’s person or in an area subject to one’s control in a school location.

IV. EXCEPTIONS

A. A student who finds a weapon on the way to school or in a school location, or a student

who discovers that he or she accidentally has a weapon in his or her possession, and takes the weapon immediately to the principal's office shall not be considered to possess a weapon. If it would be impractical or dangerous to take the weapon to the principal's office, a student shall not be considered to possess a weapon if he or she immediately turns the weapon over to an administrator, teacher or head coach or immediately notifies an administrator, teacher or head coach of the weapon's location.

B. It shall not be a violation of this policy if a nonstudent (or student where specified) falls within one of the following categories:

1. active licensed peace officers;
2. military personnel, or students or nonstudents participating in military training, who are on duty performing official duties;
3. persons authorized to carry a pistol under Minn. Stat. § 624.714 while in a motor vehicle or outside of a motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle;
4. persons who keep or store in a motor vehicle pistols in accordance with Minn. Stat. §§ 624.714 or 624.715 or other firearms in accordance with § 97B.045;
 - a. Section 624.714 specifies procedures and standards for obtaining pistol permits and penalties for the failure to do so. Section 624.715 defines an exception to the pistol permit requirements for "antique firearms which are carried or possessed as curiosities or for their historical significance or value."
 - b. Section 97B.045 generally provides that a firearm may not be transported in a motor vehicle unless it is (1) unloaded and in a gun case without any portion of the firearm exposed; (2) unloaded and in the closed trunk; or (3) a handgun carried in compliance with §§ 624.714 and 624.715.
5. firearm safety or marksmanship courses or activities for students or nonstudents conducted on school property;
6. possession of dangerous weapons, BB guns, or replica firearms by a ceremonial color guard;
7. a gun or knife show held on school property;
8. possession of dangerous weapons, BB guns, or replica firearms with written permission of the principal or other person having general control and supervision of the school or the director of a child care center; or
9. persons who are on unimproved property owned or leased by a child-care center, school or school district unless the person knows that a student is currently present on the land for a school-related activity.

C. Policy Application to Instructional Equipment/Tools

While the school district takes a firm "Zero Tolerance" position on the possession, use or distribution of weapons by students, and a similar position with regard to nonstudents, such a position is not meant to interfere with instruction or the use of appropriate equipment and tools by students or nonstudents. Such equipment and tools, when properly possessed, used and stored, shall not be considered in violation of the rule against the possession, use or distribution of weapons. However, when authorized

instructional and work equipment and tools are used in a potentially dangerous or threatening manner, such possession and use will be treated as the possession and use of a weapon.

D. Firearms in School Parking Lots and Parking Facilities

A school district may not prohibit the lawful carry or possession of firearms in a school parking lot or parking facility. For purposes of this policy, the “lawful” carry or possession of a firearm in a school parking lot or parking facility is specifically limited to nonstudent permit-holders authorized under Minn. Stat. § 624.714 to carry a pistol in the interior of a vehicle or outside the motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle. Any possession or carry of a firearm beyond the immediate vicinity of a permit-holder’s vehicle shall constitute a violation of this policy.

V. CONSEQUENCES FOR STUDENT WEAPON POSSESSION/ USE/ DISTRIBUTION

A. The school district takes a position of “Zero Tolerance” in regard to the possession, use or distribution of weapons by students. Consequently, the minimum consequence for students possessing, using or distributing weapons shall include:

1. immediate out-of-school suspension;
2. confiscation of the weapon;
3. immediate notification of police;
4. parent or guardian notification; and
5. recommendation to the superintendent of dismissal for a period of time not to exceed one year.

B. Pursuant to Minnesota law, a student who brings a firearm, as defined by federal law, to school will be expelled for at least one year. The school board may modify this requirement on a case-by-case basis.

C. Administrative Discretion

While the school district takes a “Zero Tolerance” position on the possession, use or distribution of weapons by students, the superintendent may use discretion in determining whether, under the circumstances, a course of action other than the minimum consequences specified above is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.

VI. CONSEQUENCES FOR WEAPON POSSESSION/USE/DISTRIBUTION BY NONSTUDENTS

A. Employees

1. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, or discharge as deemed appropriate by the school board.

2. Sanctions against employees, including nonrenewal, suspension, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.
3. When an employee violates the weapons policy, law enforcement may be notified, as appropriate.

B. Other Nonstudents

1. Any member of the public who violates this policy shall be informed of the policy and asked to leave the school location. Depending on the circumstances, the person may be barred from future entry to school locations. In addition, if the person is a student in another school district, that school district may be contacted concerning the policy violation.
2. If appropriate, law enforcement will be notified of the policy violation by the member of the public and may be asked to provide an escort to remove the member of the public from the school location.

Legal References: Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)

Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm)

Minn. Stat. § 121A.05 (Referral to Police)

Minn. Stat. § 609.66 (Dangerous Weapons)

Minn. Stat. § 609.605 (Trespass)

Minn. Stat. § 609.02, Subd. 6 (Definition of Dangerous Weapon)

Minn. Stat. § 97B.045 (Transportation of Firearms)

Minn. Stat. § 624.714 (Carrying of Weapons without Permit; Penalties)

Minn. Stat. § 624.715 (Exemptions; Antiques and Ornaments)

18 U.S.C. § 921 (Definition of Firearm)

In re C.R.M. 611 N.W.2d 802 (Minn. 2000)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)

MSBA/MASA Model Policy 506 (Student Discipline)

MSBA/MASA Model Policy 525 (Violence Prevention)

ADOPTED - BOARD OF EDUCATION

December 10, 2009

521 - STUDENT DISABILITY NONDISCRIMINATION

I. PURPOSE

The purpose of this policy is to protect disabled students from discrimination on the basis of disability and to identify and evaluate learners who, within the intent of Section 504 of the Rehabilitation Act of 1973 (Section 504), need special services, accommodations, or programs in order that such learners may receive a free appropriate public education.

II. GENERAL STATEMENT OF POLICY

- A. Disabled students who meet the criteria of Paragraph C. below are protected from discrimination on the basis of a disability.
- B. It is the responsibility of the school district to identify and evaluate learners who, within the intent of Section 504, need special services, accommodations, or programs in order that such learners may receive a free appropriate public education.
- C. For this policy, a learner who is protected under Section 504 is one who:
 - 1. has a physical or mental impairment that substantially limits one or more of such person's major life activities; or
 - 2. has a record of such an impairment; or
 - 3. is regarded as having such an impairment.
- D. Learners may be protected from disability discrimination and be eligible for services, accommodations, or programs under the provisions of Section 504 even though they are not eligible for special education pursuant to the Individuals with Disabilities Education Act.

III. COORDINATOR

Persons who have questions, comments, or complaints should contact Lynne Viker, Director of Special Services, regarding grievances or hearing requests regarding disability issues. This person is the school district's Americans with Disabilities Act/Section 504 Coordinator.

Legal References: Pub. L. 110-325, 122 Stat. 3553 (ADA Amendments Act of 2008, § 7)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
34 C.F.R. Part 104 (Implementing Regulations)

Cross References: MSBA/MASA Model Policy 402 (Disability Nondiscrimination)

*ADOPTED - BOARD OF EDUCATION
December 10, 2009*

INDEPENDENT SCHOOL DISTRICT NO. 832
STUDENT DISABILITY DISCRIMINATION GRIEVANCE REPORT FORM

General Statement of Policy Prohibiting Disability Discrimination

Independent School District No. 832 maintains a firm policy prohibiting all forms of discrimination on the basis of a disability. All persons are to be treated with respect and dignity. Discrimination on the basis of a disability will not be tolerated under any circumstances.

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

I have been discriminated against based on (choose one or more):

[my disability] / [a record of my disability] / [being regarded as having a disability]

because _____

Date of alleged incident(s): _____

Name of person you believe discriminated against you or another person: _____

If the alleged discrimination was toward another person, identify that person: _____

Describe the incident(s) as clearly as possible, including such things as: any verbal statements; what, if any, physical contact was involved; etc. (attach additional pages if necessary): _____

Location of the incident(s): _____

List any witnesses that were present: _____

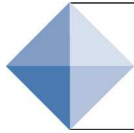
This complaint is filed based on my honest belief that _____ has discriminated against me or another person based on a disability. I hereby certify that the information I have provided in this complaint is true, correct, and complete to the best of my knowledge and belief.

(Complainant Signature)

(Date)

Received by: _____

(Date)



TO: Northeast Metro 916 Board of Education
FROM: Connie Hayes
DATE: December 2, 2009
RE: December 1 Board of Education Meeting Talking Points

Members present: Brunnette-833, Buchholz-834, Forsberg-16, Livingston-622, Lodico-12, Majerus-623, Parsons-624, Roberts-13, and Sager-621

Members absent: Belisle-832

Among a number of topics discussed at the December 1, 2009, meeting of the Northeast Metro 916 Board of Education, the following agenda items were addressed:

1. **Northeast Metro 916 will share a principal with the Mahtomedi ALC.** With the retirement of John Sedey at the Mahtomedi ALC, the two districts agreed to share Principal Jonas Beugen's professional services for the remainder of the fiscal year.
2. **The Board approved a new police liaison officer.** Metro Heights Academy in Columbia Heights will have an officer at this ALC program for the first time. A joint powers agreement with the City will put the officer on-site during school time. The cost for this position is being paid by the safe schools levy authorized by the legislature two years ago for the intermediate school districts.
3. **The Superintendent's contract was restructured.** After 1-½ years of planning between the Board and the Superintendent, a revised contract was approved which moves many retirement benefits into annual payments using the current daily rate. The agreement is felt to be an equitable solution in reaching the goal to reduce the obligations the District will have when the Superintendent eventually retires. Director Forsberg felt it was a "win-win-win-win" for the school board, superintendent, Northeast Metro 916, and member districts.
4. **The contract for the Administrative Support Staff was approved.** This settlement includes step and lane movement in both years but no cost of living increase on the schedule. One-time stipends to individuals at the top of the schedule were given--\$500 for 9-month employees and \$700 for 12-month employees. Health insurance was maintained at the equivalent of 80% of the premium.

- 5. A revised budget was adopted.** The revised budget reflects both the revenue and expenditures for additional students enrolled after the budget was adopted in June. Member districts seem to be trending to holding out on making decisions for enrollment in the District's programs due to the uncertainty of local budget challenges. Consequently, staffing changes took place later than typical.
- 6. Director Rolf Parsons was recognized for his many years with the District.** Rolf Parsons, board member from the White Bear Lake School District, was an instructional developer at 916 from 1978 to 1987. So he is unique in that he was first an employee before becoming a member of the Northeast Metro 916 School Board in 1998. He has served on the 916 Board for 12 years; he was treasurer from 2001-2005, vice-chairperson from 2006-2007 and chair from 2008-2009. Over the years, Rolf was committed to attending many of the small graduation programs the District holds each year with his wife Sally. The staff, students and parents knew him well. His leadership and wise guidance will be greatly missed by the Board, administration and staff!

CHECK REGISTER

Nov-09

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
364175	Clear	\$432.94	11/02/09	00094	AMERICAN FAMILY ASSURANCE
364176	Clear	\$308.90	11/02/09	01556	MAHTOMEDI AREA EDUC.FOUNDATION
364177	Clear	\$240.00	11/02/09	01740	MINN NCPERS GROUP LIFE INS
364178	Clear	\$9.90	11/02/09	01888	NATIONAL INSURANCE SERVICES
364179	Clear	\$687.50	11/02/09	02017	OFFICE & PROFESSIONAL
364180	Clear	\$783.84	11/02/09	02048	OPERATING ENGINEERS LOCAL #70
364181	Clear	\$67.08	11/02/09	01499	UNITE HERE LOCAL 17
364182	Clear	\$126.28	11/05/09	00020	ABILITATIONS
364183	Clear	\$160.00	11/05/09	00066	AIM ELECTRONICS INC
364184	Clear	\$27.50	11/05/09	07745	ANN MOUTRIE
364185	Clear	\$109.86	11/05/09	07752	BARBARA LEFSRUD
364186	Clear	\$383.40	11/05/09	00208	BARNES & NOBLE
364187	Clear	\$157.00	11/05/09	00211	BARNHART PERCUSSION SERVICES
364188	Clear	\$108.45	11/05/09	03262	BEGGIN SPORTS
364189	Clear	\$5,751.89	11/05/09	03340	BIX PRODUCE CO
364190	Clear	\$318.64	11/05/09	00409	CARLEX INC
364191	Clear	\$34.94	11/05/09	07750	CHERYL LERFALD
364192	Clear	\$150.70	11/05/09	05926	CHRISTOPHER MOORE
364193	Clear	\$130.00	11/05/09	07754	CLAUDIA HAAS
364194	Clear	\$310.42	11/05/09	00522	CLMI-COMPREHENSIVE LOSS MANAGEMENT INC
364195	Clear	\$12,105.00	11/05/09	00527	COMSTOCK & SONS INC
364196	Clear	\$1,410.00	11/05/09	00541	CONTINENTAL CLAY COMPANY
364197	Clear	\$125.00	11/05/09	07753	COON RAPIDS DEBATE TEAM
364198	Clear	\$8,139.66	11/05/09	03328	DIVERSIFIED SNACK DIVISION
364199	Clear	\$966.00	11/05/09	00678	DOMINO'S PIZZA
364200	Clear	\$50.00	11/05/09	00862	DONNA FORBES
364201	Clear	\$1,216.00	11/05/09	00714	EAGLE SCREEN PRINTING
364202	Clear	\$1,655.68	11/05/09	06030	EARTHGRAINS BAKING CO.INC
364203	Stop Payment	\$249.93	11/05/09	02404	EDIE SCHMIDT
364204	Clear	\$525.00	11/05/09	03969	ENERGYWISE CONSULTING,LLC
364205	Clear	\$598.80	11/05/09	00803	EXPRESS PERSONNEL SERVICES INC
364206	Clear	\$34,323.69	11/05/09	06819	FIRST STUDENT
364207	Clear	\$67.74	11/05/09	01010	GL SPORTS INC
364208	Clear	\$200.00	11/05/09	03081	GRAY SEEVER
364209	Clear	\$32.50	11/05/09	07599	GREATER AMERICAN RIBS INC
364210		\$295.00	11/05/09	02577	HEIDI SPRINGBORG
364211	Clear	\$259.41	11/05/09	01144	HOLIDAY INN-ST CLOUD
364212	Clear	\$3,712.80	11/05/09	03329	I.S.D # 001 MINNEAPOLIS SCHOOL DISTRICT
364213	Clear	\$137.57	11/05/09	06535	INTERMEDIATE SCHOOL DIST 917
364214	Clear	\$17.60	11/05/09	07744	JOE PENDLETON
364215	Clear	\$140.00	11/05/09	07741	JOHN KOENIG
364216	Clear	\$262.41	11/05/09	02921	JUDY WERNER
364217	Clear	\$50.00	11/05/09	07746	KARI MILHOFER
364218	Clear	\$370.80	11/05/09	01950	KATHE NICKLEBY
364219	Clear	\$159.00	11/05/09	07747	KATRINA WRIGHT
364220	Clear	\$17,713.13	11/05/09	03378	KELLY SERVICES, INC
364221	Clear	\$323.58	11/05/09	05443	KRISTINA VAUGHAN
364222	Clear	\$686.88	11/05/09	03195	LASERPLUS, LLC
364223		\$140.00	11/05/09	07728	LIFETIME FITNESS-WBL
364224		\$120.00	11/05/09	01956	LINDA NIZIOLEK
364225	Clear	\$281.13	11/05/09	04898	LOREN LANGAN
364226	Clear	\$34.45	11/05/09	03486	LRP PUBLICATIONS
364227	Clear	\$450.00	11/05/09	01535	MAAP STARS

CHECK REGISTER

Nov-09

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
364228	Clear	\$5,917.86	11/05/09	03182	MADISON NATIONAL LIFE
364229	Clear	\$45.00	11/05/09	07749	MARISA GUSTAFSON
364230	Clear	\$58.14	11/05/09	03161	MARK LEFEBER
364231	Clear	\$473.23	11/05/09	01101	MARY JO HEI
364232	Clear	\$465.00	11/05/09	01651	MCEA EXEXUTIVE OFFICE
364233	Clear	\$25.71	11/05/09	01683	MENARDS
364234	Clear	\$27.90	11/05/09	01696	METRO ATHLETIC SUPPLY
364235	Clear	\$33.33	11/05/09	07724	MICHELLE NOHA
364236	Clear	\$910.00	11/05/09	03388	MINNESOTA CHILDREN'S MUSEUM
364237	Clear	\$1,012.00	11/05/09	05059	MINNESOTA LANDSCAPE ARBORETUM
364238	Clear	\$205.64	11/05/09	02205	NCS PEARSON INC
364239	Clear	\$220.48	11/05/09	06395	NCS PEARSON INC
364240	Clear	\$22.95	11/05/09	07748	NICHA STENBERG-JOHNSON
364241	Clear	\$1,405.00	11/05/09	02043	ON SITE SANITATION INC
364242	Clear	\$2,668.77	11/05/09	05985	PAMS LUNCHROOM LLC
364243	Clear	\$2,413.00	11/05/09	03538	PARTSTOCK COMPUTER
364244	Clear	\$31.20	11/05/09	05821	PATTI PRATT
364245	Clear	\$236.46	11/05/09	07751	PAULA THELL
364246	Clear	\$915.00	11/05/09	02108	PEOPLES ELECTRICAL CONTRACTORS
364247	Clear	\$792.48	11/05/09	03166	PINES SCHOOL
364248	Clear	\$59.69	11/05/09	02161	POPP.COM INC
364249	Clear	\$440.00	11/05/09	02165	POSTMASTER-U.S POST OFFICE
364250	Clear	\$346.68	11/05/09	02180	PRESS PUBLICATIONS
364251	Clear	\$2,626.00	11/05/09	02203	PSAT/NMSQT
364252	Clear	\$85.00	11/05/09	01518	ROLAND LOZIER
364253	Clear	\$7,239.73	11/05/09	02363	SAM'S CLUB DISCOVER
364254	Clear	\$9,805.00	11/05/09	07618	SCHWAB VOLLHABER LUBRATT INC
364255	Clear	\$200.00	11/05/09	03123	SHEILA MERZER M A
364256	Clear	\$775.75	11/05/09	00553	STAPLES/CORPORATE EXPRESS
364257	Clear	\$1,360.85	11/05/09	03088	STEVE HAMMERSCHMIDT
364258	Clear	\$3.98	11/05/09	04000	SUE KUCHAR
364259	Clear	\$302.77	11/05/09	04176	SUNBURST CHEMICALS, INC.
364260	Clear	\$50.00	11/05/09	01327	SUSAN KATZKE
364261	Clear	\$340.00	11/05/09	04551	THE GOODPRINTER
364262	Clear	\$595.23	11/05/09	06273	THE METAL DOCTOR
364263	Clear	\$8,756.50	11/05/09	02747	TIERNEY BROTHERS INC
364264		\$5,406.71	11/05/09	02748	TIES
364265	Clear	\$66.09	11/05/09	05393	TONYA KOSTUCH
364266	Clear	\$7.95	11/05/09	02776	TRANS-MISSISSIPPI BIOLOGICAL
364267	Clear	\$30.31	11/05/09	02858	VERIZON WIRELESS
364268	Clear	\$250.00	11/05/09	04114	WASHINGTON COUNTY CTIC
364269	Clear	\$68.95	11/05/09	04788	WATER CARE
364270	Clear	\$586.50	11/05/09	05820	WILCOX PAPER LLC
364271	Clear	\$24,574.27	11/05/09	00723	XCEL ENERGY
364272	Clear	\$271.00	11/05/09	03017	XEROX CORPORATION
364273	Clear	\$6,741.71	11/05/09	03017	XEROX CORPORATION
364274	Clear	\$1,678.62	11/05/09	03017	XEROX CORPORATION
364275	Clear	\$1,031.70	11/05/09	03025	YOUNGBLOOD LUMBER COMPANY
364276		\$937.86	11/12/09	00085	AMAZON.COM
364277	Clear	\$13.75	11/12/09	00363	ANGELA BUCKINGHAM
364278	Clear	\$144.20	11/12/09	00149	APPERSON EDUCATIONAL PRODUCTS
364279	Clear	\$25.18	11/12/09	00220	BATTERIES PLUS
364280	Clear	\$1,440.95	11/12/09	00229	BEARCOM WIRELESS WORLDWIDE

CHECK REGISTER

Nov-09

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
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364282	Clear	\$1,827.84	11/12/09	03057	BRAD BERGIE
364283	Clear	\$502.75	11/12/09	04738	BRUCE DJOCK REPAIR
364284	Clear	\$223.38	11/12/09	00358	BRYAN ROCK PRODUCTS INC
364285	Clear	\$450.00	11/12/09	00370	BUREAU OF EDUCATION & RESEARCH
364286	Clear	\$85.00	11/12/09	00384	C F I SYSTEMS
364287	Clear	\$29.84	11/12/09	07756	CAROLINE KRIER
364288	Clear	\$352.70	11/12/09	07004	CCP INDUSTRIES
364289	Clear	\$880.80	11/12/09	03115	CHARLES LINDERKAMP
364290	Clear	\$5,836.08	11/12/09	00406	CHASE CARD SERVICE/BANK ONE
364291	Clear	\$393.58	11/12/09	00503	COLLEGE BOARD
364292	Clear	\$209.70	11/12/09	06754	COMMANDING EDGE INC
364293	Clear	\$1,171.06	11/12/09	00599	DALCO
364294	Clear	\$23.99	11/12/09	01860	DAN MURPHY
364295	Clear	\$282.66	11/12/09	07757	DANETTE BENNING
364296	Clear	\$408.00	11/12/09	00678	DOMINO'S PIZZA
364297	Clear	\$148.36	11/12/09	00679	DONATELLI'S
364298	Clear	\$140.00	11/12/09	06125	DONAVON BUMP
364299	Clear	\$813.00	11/12/09	00714	EAGLE SCREEN PRINTING
364300	Clear	\$1,894.32	11/12/09	06030	EARTHGRAINS BAKING CO.INC
364301	Clear	\$4,950.00	11/12/09	06598	EDUCATIONAL OPTIONS INC
364302	Clear	\$911.00	11/12/09	03241	ELECTRONIC DESIGN CO
364303	Clear	\$142.45	11/12/09	01157	ELIZABETH HOMMES
364304	Clear	\$625.00	11/12/09	07629	ERIC JOHNSON
364305	Clear	\$343.29	11/12/09	00787	ERICKSON OIL PRODUCTS INC
364306	Clear	\$479.04	11/12/09	00803	EXPRESS PERSONNEL SERVICES INC
364307	Clear	\$88,423.76	11/12/09	06819	FIRST STUDENT
364308	Clear	\$73.61	11/12/09	00858	FOLLETT SOFTWARE COMPANY
364309	Clear	\$220.64	11/12/09	06697	FRATTALLONE'S ACE HARDWARE STORES
364310	Clear	\$44.00	11/12/09	05185	GERI RYE
364311	Clear	\$118.00	11/12/09	00987	GRAINGER
364312	Clear	\$327.12	11/12/09	01018	GROTH MUSIC
364313	Clear	\$6,242.29	11/12/09	06935	HASTINGS CO-OP CREAMERY CO.
364314	Clear	\$374,305.63	11/12/09	01096	HEALTHPARTNERS
364315	Clear	\$1,408.00	11/12/09	01002	HOUGHTON/GREAT SOURCE EDUCATION GROUP
364316	Clear	\$4,339.56	11/12/09	03408	INTERMEDIATE DISTRICT 287
364317	Clear	\$140.00	11/12/09	05145	JAMES GRIBBLE
364318	Clear	\$44.00	11/12/09	05151	JAN LONNQUIST
364319	Clear	\$62.50	11/12/09	07762	JANELLE RUIZ
364320	Clear	\$308.03	11/12/09	04152	JEAN OSWALD
364321	Clear	\$1,450.00	11/12/09	04068	JOHN DEIR
364322	Clear	\$186.44	11/12/09	02057	JULIE OSTERBAUER
364323	Clear	\$750.00	11/12/09	07755	KAREN HOLICKY-MICHAELS
364324	Clear	\$35.00	11/12/09	01950	KATHE NICKLEBY
364325	Clear	\$8,000.00	11/12/09	01344	KDV-KERN DEWENTER VIERE LTD
364326	Clear	\$11,571.74	11/12/09	03378	KELLY SERVICES, INC
364327	Clear	\$310.79	11/12/09	01372	KNOWLAN'S SUPER MARKETS
364328	Clear	\$721.25	11/12/09	07572	KORY ANDRY
364329	Clear	\$839.15	11/12/09	05443	KRISTINA VAUGHAN
364330	Clear	\$1,662.54	11/12/09	03195	LASERPLUS, LLC
364331	Clear	\$196.00	11/12/09	07464	LINDA ELBERS
364332	Clear	\$73.66	11/12/09	07062	LINDA PADUANO
364333	Clear	\$140.00	11/12/09	05010	LONNIE VAN KLEI

CHECK REGISTER

Nov-09

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
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364335	Clear	\$34.45	11/12/09	03486	LRP PUBLICATIONS
364336	Clear	\$3,944.81	11/12/09	03182	MADISON NATIONAL LIFE
364337		\$205.00	11/12/09	01549	MAFCS
364338	Clear	\$133.56	11/12/09	02232	MARIANNE RANA
364339	Clear	\$40.00	11/12/09	00308	MARK BOLDUC
364340	Clear	\$280.00	11/12/09	05015	MARK CAROON
364341	Clear	\$137.18	11/12/09	00942	MARY GEORGE
364342	Clear	\$75.00	11/12/09	06990	MASA REGION 9
364343	Clear	\$3,426.90	11/12/09	04063	MCGRAW HILL EDUCATION
364344	Clear	\$46.21	11/12/09	01683	MENARDS
364345	Clear	\$280.00	11/12/09	05991	MICHAEL BONN
364346		\$775.00	11/12/09	04975	MIDWEST SUBRUBAN SUPERINTENDENTS
364347	Clear	\$140.00	11/12/09	05992	MIKE PETREY
364348	Clear	\$151.18	11/12/09	04099	MINNCOR INDUSTRIES
364349	Clear	\$89.00	11/12/09	07712	MINNESOTA COUNCIL ON FAMILY RELATIONS
364350		\$250.00	11/12/09	01785	MN HUMANITIES CENTER
364351	Clear	\$11,511.00	11/12/09	01803	MSHSL -MN STATE H S LEAGUE
364352	Clear	\$212.00	11/12/09	01865	MUSIC THEATRE INTERNATIONAL
364353	Clear	\$143.12	11/12/09	01681	NANCY MELQUIST
364354	Clear	\$238.95	11/12/09	01871	NASCO
364355	Clear	\$274.00	11/12/09	06213	NASP-NATIONAL ASSN OF SCHOOL PSYCHOLOGISTS
364356	Clear	\$600.00	11/12/09	06213	NASP-NATIONAL ASSN OF SCHOOL PSYCHOLOGISTS
364357	Clear	\$349.00	11/12/09	06213	NASP-NATIONAL ASSN OF SCHOOL PSYCHOLOGISTS
364358	Clear	\$104.00	11/12/09	07638	NIGEL POOLE
364359	Clear	\$5,000.01	11/12/09	01971	NORTHEAST METRO 916
364360	Clear	\$199.00	11/12/09	06837	NSDC
364361	Clear	\$33.44	11/12/09	01066	PAM HAREIN
364362	Clear	\$209.55	11/12/09	00580	PATRICK CROTHERS
364363	Clear	\$55.27	11/12/09	07761	PATTY MURPHY
364364	Clear	\$6,375.25	11/12/09	02108	PEOPLES ELECTRICAL CONTRACTORS
364365	Clear	\$25.00	11/12/09	02139	PICTURE PLACE
364366	Clear	\$467.50	11/12/09	02141	PINE TREE APPLE ORCHARD
364367	Clear	\$1,584.00	11/12/09	02141	PINE TREE APPLE ORCHARD
364368	Clear	\$115.02	11/12/09	06012	PREMIUM WATERS INC
364369	Clear	\$2,026.26	11/12/09	02227	QWEST
364370	Clear	\$20,629.00	11/12/09	02252	REGION 4AA
364371	Clear	\$395.00	11/12/09	07074	ROBERT STAFFORD/NEWTOWN DJ ENTERTAINMENT
364372	Clear	\$105.00	11/12/09	04507	ROMAN MARKET INC
364373		\$60.00	11/12/09	02365	SAM'S CLUB
364374	Clear	\$2,180.49	11/12/09	02363	SAM'S CLUB DISCOVER
364375	Clear	\$83.71	11/12/09	01390	SANDY KRAUSE
364376		\$156.52	11/12/09	01127	SARAH HILL
364377	Clear	\$945.20	11/12/09	03467	SCHOOL SPECIALTY
364378	Clear	\$276.01	11/12/09	02441	SCIENCE KIT LLC
364379	Clear	\$36.00	11/12/09	07758	SHANNON ROENSCH
364380	Clear	\$540.00	11/12/09	07674	SHEFFIELD, OLSON & MCQUEEN DBA GREAT GASB
364381	Clear	\$200.00	11/12/09	03123	SHEILA MERZER M A
364382	Clear	\$63.90	11/12/09	06951	SPORTDECALS
364383	Clear	\$185.20	11/12/09	00553	STAPLES/CORPORATE EXPRESS

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Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
364384	Clear	\$117.71	11/12/09	02610	STATE SUPPLY CO INC
364385	Clear	\$1,648.60	11/12/09	03088	STEVE HAMMERSCHMIDT
364386		\$11.00	11/12/09	06468	STEVEN BROWN
364387	Clear	\$429.00	11/12/09	07642	STREAMLINE DESIGN INC
364388	Clear	\$9.27	11/12/09	01366	SUSAN KLUEGEL
364389	Clear	\$144.82	11/12/09	02698	TEACHER'S DISCOVERY
364390	Clear	\$1,500.00	11/12/09	03859	TEAMWORKS INTERNATIONAL, INC.
364391	Clear	\$65.00	11/12/09	07760	THE CHRONICLE OF HIGHER EDUCATION
364392	Clear	\$6,189.00	11/12/09	06273	THE METAL DOCTOR
364393	Clear	\$195.00	11/12/09	06157	THERMEX CORP.
364394	Clear	\$35,211.55	11/12/09	02748	TIES
364395	Clear	\$1,087.79	11/12/09	03345	TRIO SUPPLY CO
364396	Clear	\$27,019.39	11/12/09	06934	US FOODSERVICE INC
364397	Clear	\$2,325.24	11/12/09	02903	WASTE MANAGEMENT-BLAINE MN
364398	Clear	\$440.00	11/12/09	05394	WATCH ME DRAW!LLC
364399	Clear	\$525.97	11/12/09	03017	XEROX CORPORATION
364400	Clear	\$800.00	11/18/09	04342	WISCONSIN SCTF
364401	Clear	\$450.00	11/18/09	00370	BUREAU OF EDUCATION & RESEARCH
364402	Clear	\$200.00	11/19/09	00003	916 EDUCATION FOUNDATION
364403	Clear	\$527.85	11/19/09	00009	AAA AWARDS
364404	Clear	\$758.97	11/19/09	00016	ABBOTT PAINT & CARPET CO
364405	Clear	\$2,151.56	11/19/09	00039	ACT
364406	Clear	\$368.95	11/19/09	00047	ADT SECURITY SYSTEMS
364407	Clear	\$1,197.56	11/19/09	00153	AES-APPLIED ENVIRONMENTAL SCIENCES INC
364408	Clear	\$750.00	11/19/09	07702	AMANDA MONTPETIT
364409		\$1,334.64	11/19/09	00149	APPERSON EDUCATIONAL PRODUCTS
364410	Clear	\$39.61	11/19/09	02530	BETHANY SNEDEN
364411	Clear	\$185.00	11/19/09	04574	BILL WEIGEL SIGNS
364412	Clear	\$22,808.00	11/19/09	04691	BLOOMINGTON COMPENSATION INS CO
364413	Clear	\$457.70	11/19/09	00353	BROWN'S ICE CREAM
364414	Clear	\$71.76	11/19/09	06496	BRYAN FARMER
364415	Clear	\$198.35	11/19/09	00437	CDW GOVERNMENT INC
364416		\$175.00	11/19/09	05140	CHISAGO LAKES HIGH SCHOOL
364417	Clear	\$991.62	11/19/09	00558	COURAGE CENTER
364418	Clear	\$663.00	11/19/09	07088	CUSTOM WATER WORKS
364419	Clear	\$540.00	11/19/09	00598	DAIRY QUEEN
364420	Clear	\$181.84	11/19/09	00599	DALCO
364421	Clear	\$2,500.00	11/19/09	06007	DAN DESTACHE
364422		\$89.10	11/19/09	01860	DAN MURPHY
364423	Clear	\$1,037.99	11/19/09	00678	DOMINO'S PIZZA
364424	Clear	\$15.00	11/19/09	01516	DYAN LOVGREN
364425	Clear	\$189.00	11/19/09	00714	EAGLE SCREEN PRINTING
364426	Clear	\$10.00	11/19/09	07764	EDWARD BURCHELL
364427	Clear	\$630.00	11/19/09	03969	ENERGYWISE CONSULTING,LLC
364428	Clear	\$7.50	11/19/09	04887	ERICA RYAN
364429	Clear	\$550.00	11/19/09	06655	FUN SERVICES / FUN RENTAL
364430	Clear	\$552.86	11/19/09	01464	G&K SERVICES
364431	Clear	\$414.58	11/19/09	06146	GOPHER
364432	Clear	\$452.35	11/19/09	00981	GOPHER STAGE LIGHTING
364433	Clear	\$130.00	11/19/09	03081	GRAY SEEVER
364434	Clear	\$186.12	11/19/09	00728	HELEN EDINGER
364435	Clear	\$212.48	11/19/09	03180	HM RECEIVABLES CO LLC
364436	Clear	\$115.00	11/19/09	01173	HUMAN SERVICES INC

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Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
364437	Clear	\$35,985.32	11/19/09	01173	HUMAN SERVICES INC
364438	Clear	\$443.40	11/19/09	07763	JAMES DEVOLL
364439	Clear	\$764.80	11/19/09	00698	JAMES DRISCOLL
364440	Clear	\$20.01	11/19/09	01607	JANE MARTZ
364441		\$140.00	11/19/09	07765	JERRY LANNON
364442	Clear	\$55.00	11/19/09	05287	JIM MARTIN
364443	Clear	\$200.00	11/19/09	03656	JOE CRUZ
364444	Clear	\$55.00	11/19/09	05168	JOE GARCIA
364445	Clear	\$200.00	11/19/09	03401	JOE KOSCIANSKI
364446	Clear	\$7,985.20	11/19/09	03378	KELLY SERVICES, INC
364447	Clear	\$190.69	11/19/09	01372	KNOWLAN'S SUPER MARKETS
364448	Clear	\$3,071.71	11/19/09	03195	LASERPLUS, LLC
364449	Clear	\$1,275.00	11/19/09	07294	LORA MATZ
364450	Clear	\$35.95	11/19/09	01101	MARY JO HEI
364451	Clear	\$63.08	11/19/09	01683	MENARDS
364452		\$35.97	11/19/09	01716	MICHELLE MITCHELL
364453	Clear	\$290.00	11/19/09	06538	MID-AMERICA SPORTS ADVANTAGE
364454	Clear	\$90.00	11/19/09	06867	MINNESOTA NATIVE LANDSCAPES
364455	Clear	\$75.00	11/19/09	01771	MN BOARD OF SCHOOL ADMINISTRAT
364456	Clear	\$1,149.00	11/19/09	01803	MSHSL -MN STATE H S LEAGUE
364457	Clear	\$160.00	11/19/09	07349	NACAC-NATIONAL ASSN OF COLLEGE ADMISSIONS COU
364458	Clear	\$69.00	11/19/09	01877	NATIONAL ART HONOR SOCIETY
364459	Clear	\$57.00	11/19/09	06395	NCS PEARSON INC
364460		\$63.03	11/19/09	05028	NICK FALDE
364461	Clear	\$670.00	11/19/09	03538	PARTSTOCK COMPUTER
364462	Clear	\$68.20	11/19/09	00580	PATRICK CROTHERS
364463	Clear	\$35.31	11/19/09	07721	PATTI MURPHY
364464	Clear	\$677.55	11/19/09	07034	PITSCO
364465	Clear	\$459.88	11/19/09	02180	PRESS PUBLICATIONS
364466	Clear	\$258.45	11/19/09	00371	REGINA BURESH
364467	Clear	\$262.40	11/19/09	04917	RESPONSIVE CLASSROOM
364468	Clear	\$259.00	11/19/09	04507	ROMAN MARKET INC
364469	Clear	\$71.34	11/19/09	02367	SAM'S CLUB
364470	Clear	\$105.00	11/19/09	05075	SAMUEL FRENCH INC
364471	Clear	\$450.00	11/19/09	02413	SCHOLASTIC BOOK CLUBS INC
364472	Clear	\$77.29	11/19/09	02420	SCHOOL SPECIALTY INC
364473	Clear	\$500.00	11/19/09	03482	SHAVLIK
364474	Clear	\$54.52	11/19/09	02474	SHIFFLER EQUIPMENT SALES INC
364475	Clear	\$1,696.50	11/19/09	02581	ST CROIX BOAT & PACKET CO
364476		\$10.00	11/19/09	03849	STACY WENDORFF
364477	Clear	\$337.53	11/19/09	00553	STAPLES/CORPORATE EXPRESS
364478	Clear	\$1,762.99	11/19/09	03469	STONERIDGE GOLF CLUB
364479	Clear	\$1,074.34	11/19/09	04176	SUNBURST CHEMICALS, INC.
364480		\$26.31	11/19/09	00792	SUZANNE ERICSON
364481	Clear	\$35.00	11/19/09	02754	T-MOBILE
364482	Clear	\$129.00	11/19/09	06180	TAI THURSHEIM
364483	Clear	\$1,158.90	11/19/09	02748	TIES
364484		\$129.00	11/19/09	06177	TINA SIMONSON
364485	Clear	\$1,102.20	11/19/09	02785	TRIARCO ARTS AND CRAFTS
364486	Clear	\$689.81	11/19/09	02800	TWIN CITY FILTER SERVICE INC
364487	Clear	\$106.56	11/19/09	04884	VIRCO INC
364488	Clear	\$116.68	11/19/09	02873	VOSS LIGHTING

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Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
364489	Clear	\$7,097.66	11/19/09	02916	WELSH COMPANIES LLC
364490	Clear	\$233.75	11/19/09	06769	WESTWOOD PROFESSIONAL SERVICES
364491	Clear	\$40.00	11/19/09	02941	WHITE BEAR GLASS INC
364492	Clear	\$75.00	11/19/09	05875	WHITE BEAR LAKE HIGH SCHOOL
364493	Clear	\$71.44	11/19/09	02946	WHITE BEAR LOCKSMITH
364494	Clear	\$394.75	11/19/09	00723	XCEL ENERGY
364495	Clear	\$153.03	11/19/09	03017	XEROX CORPORATION
364496	Void	\$5.00	11/30/09	03195	LASERPLUS, LLC
	Ck Amt	\$973,639.37			

MAHTOMEDI CONSTRUCTION PAYMENTS - OCTOBER 31, 2009 - NOVEMBER 30, 2009

<u>Check Number</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Code</u>
364254	11/5/09	Schwab Vollhaber Lubratt Inc.	Invoice #142103 AAON Rooftop Unit and Roof Curb on O.H. Anderson Elementary	\$9,805.00	06-665-870-000-522-000
364490	11/19/09	Westwood	Invoice #0910183 Professional Services - Wetland Monitoring 9/27/09 to 10/24/09	\$233.75	06-005-870-000-305-101
364454	11/19/09	MN Native Landscapes	Invoice #5281 Herbicide Application 10/29/09	\$90.00	06-005-870-000-305-101
TOTAL				\$10,128.75	

**INDEPENDENT SCHOOL DISTRICT #832
WIRE TRANSFER TRANSACTIONS
MONTH OF NOVEMBER 2009**

<u>DATE</u>	<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
11/2/09	US Bank	Central Bank	\$1,784.86	para union dues
11/2/09	US Bank	Mid State Corp Federal CU	\$10,675.70	MEA teachers union dues
11/4/09	State of Minnesota	MN Trust	\$80,771.77	direct state payment
11/10/09	MN Trust	MSDLAF	\$1,000,000.00	cover checks
11/12/09	US Bank	Peoples Bank of Commerce-EBC Flex	\$8,752.14	flex benefits
11/12/09	US Bank	Mid State Corp Federal CU	\$10,675.70	MEA teachers union dues
11/12/09	US Bank	Central Bank	\$892.43	para union dues
11/13/09	MSDLAF	US Bank	\$548,516.99	cover checks
11/13/09	US Bank	IRS	\$210,444.61	federal & fica taxes
11/13/09	US Bank	MN Dept of Revenue	\$34,613.15	state payroll taxes
11/13/09	US Bank	Wis. Dept. of Revenue	\$2,788.69	state payroll taxes
11/13/09	US Bank	Public Emp. Retirement Assoc.	\$20,190.04	pera retirement
11/13/09	US Bank	Mn Teachers Retirement	\$71,207.14	teachers retirement
11/13/09	US Bank	SOMI Funding	\$57,984.30	TSA payment
11/13/09	US Bank	State Street Bank	\$442.21	Deferred Comp
11/13/09	State of Minnesota	MN Trust	\$10,679.27	direct state payment
11/13/09	State of Minnesota	MN Trust	\$165,348.14	direct state payment
11/19/09	MN Trust	MSDLAF	\$300,000.00	cover checks
11/19/09	State of Minnesota	MN Trust	\$94,214.43	direct state payment
11/20/09	State of Minnesota	MN Trust	\$7,378.06	direct state payment
11/23/09	MN Trust	MSDLAF	\$600,000.00	cover checks
11/30/09	US Bank	Peoples Bank of Commerce-EBC Flex	\$8,736.35	flex benefits
11/30/09	US Bank	Mid State Corp Federal CU	\$10,839.81	MEA teachers union dues
11/30/09	US Bank	Central Bank	\$892.43	para union dues
11/30/09	MSDLAF	US Bank	\$503,403.31	cover checks
11/30/09	US Bank	IRS	\$180,026.98	federal & fica taxes
11/30/09	US Bank	MN Dept of Revenue	\$28,559.92	state payroll taxes
11/30/09	US Bank	Wis. Dept. of Revenue	\$2,823.53	state payroll taxes
11/30/09	US Bank	Public Emp. Retirement Assoc.	\$19,901.86	pera retirement
11/30/09	US Bank	Mn Teachers Retirement	\$70,637.10	TRA payment
11/30/09	US Bank	SOMI Funding	\$59,698.94	TSA payment
11/30/09	US Bank	State Street Bank	\$442.21	Deferred Comp

11 November, 2009

To Dr. Zweber, Dr. Wolak, & the Mahtomedi School Board;

Last year I was able to take a group of students to Bemidji, MN for a three day "village weekend" to the Concordia Language Village's *El Lago del Bosque* (Lake of the Woods) on Turtle River Lake for a wonderful Spanish immersion trip. Students were very motivated and enjoyed this experience and have asked me to repeat it.

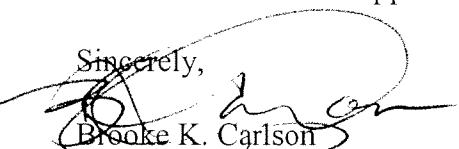
This year, the CLV has expanded their year round programs, to include a new site in Marine on St. Croix, leasing a site in The Forest International Retreat Center. While differing somewhat from the village weekend, the "village field trips" provide a language immersion program with native or near-native speakers, culturally authentic meals and activities.

While the village field trips do not have the depth and richness that the extended weekend can provide, it has the benefit of being significantly closer than Bemidji and at a significantly lower cost, so more of our students might be able to participate.

I have made a tentative reservation for April 27-28th and would like permission to continue planning the trip and distribute information to students. The opportunity this year will be provided to 6th and 7th grade students. According to the information provided on the CLV website, check-in is at around 9am and check out would not be later than 4pm the following day.

Your attention to this opportunity for our students is greatly appreciated.

Sincerely,



Brooke K. Carlson

Mahtomedi Middle School
Spanish Educator

Approved by Shana Zweber 11/11/09