

INDEPENDENT SCHOOL DISTRICT #832  
REGULAR MEETING – BOARD OF EDUCATION  
Thursday, March 11, 2010 - 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. Wildwood Elementary School - Tier II Behavioral Intervention-Check-In, 5  
Check-Out  
Presenter: Mark Hamre/Carolyn Zieske/Tom Cappelen/Jodie Eick/Beth  
Hommes
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  
Presenter: Nicholas Donovan, Student Representative
8. APPROVAL OF MINUTES
  - A. January 28, 2010 - Study Session 7
  - B. February 4, 2010 - Regular Meeting 9
  - C. February 25, 2010 - Study Session 15
9. DISCUSSION/INFORMATION ITEMS
  - A. Calendar of Events 16
  - B. Update on Facilities Plan and Bond Referendum Process  
Presenter: Mark Wolak/Mark Larson
  - C. Policies
    1. First Reading
      - a. Policy 413 - Harassment and Violence 18  
Presenter: Mark Larson
      - b. Policy 514 - Bullying Prohibition Policy 29  
Presenter: Mark Larson

10. ACTION ITEMS

- A. Approval of Resolution Authorizing Issuance and Sale of \$9,390,000 General Obligation School Building Refunding Bonds, Series 2010A 36  
Presenter: Denise Sundstrom/Don Lifo, Springsted, Inc.
- B. Approval of Revised 2009-2010 Budget 39  
Presenter: Denise Sundstrom

11. SCHOOL BOARD COMMITTEE REPORTS

- A. Association of Metropolitan School Districts (AMSD) Board  
Presenter: Steve Wolgamot
- B. Integration Districts (EMID & NSP-M-O)  
Presenter: Cathy Dalton
- C. Minnesota School Boards Association (MSBA) Legislative Liaison  
Presenter: Kevin Donovan
- D. Northeast Metro 916 Board 42  
Presenter: John Belisle

12. SUPERINTENDENT'S REPORT

13. ADJOURNMENT

14. CONSENT AGENDA ITEMS (Items Approved Under #4)

- A. Approval to Pay Bills - Check No. 365486 to 365920 and 80000003 to 80000041 46
- B. Approval of Wire Transfer Transactions 56
- C. Approval of Resolution Appointing Election Judges for the April 27, 2010 School District Special Election 57
- D. Gifts/Grants Totaling \$1,250
  - 1. Approval of Donation from Joseph and Julie McGraw to O. H. Anderson Elementary School Nature Trail - \$500
  - 2. Approval of Donation from White Bear Glass, Inc. to Mahtomedi High School - \$500
  - 3. Approval of Donation from Paul D. Anderson, D.D.S. to Mahtomedi High School Celebration of Excellence - \$250
- E. Personnel
  - 1. Approval of Contracts and Work Agreements
    - a. Christine Ficcadenti - Paraprofessional - Wildwood Elementary School (3/1/10)
    - b. Lori Hausker - Paraprofessional - Mahtomedi Middle School and Mahtomedi High School (2/16/10)
    - c. Jean Lodermeier - Paraprofessional - Wildwood Elementary School (3/1/10)
    - d. Keith Martinson - Cleaner - Mahtomedi High School (2/17/10)

**Agenda - March 11, 2010**

- e. Lindsey Olson - ELL/Education Equity Program Coordinator - District Wide (3/1/10)
- 2. Approval of Leave of Absence
  - a. Dee Brust - Spanish Teacher - Mahtomedi Middle School (2010-2011)
  - b. Deb Carlson - Early Childhood Special Education (ECSE) Teacher - ECSE (2010-2011, .1 FTE LOA)
  - c. Sue Katzke - Math Teacher - Mahtomedi High School (2010-2011, .4 FTE LOA)
  - d. Gretchen Tentis - Third Grade Teacher - O. H. Anderson Elementary School (3/8/10 to 6/11/10)
- 3. Approval of Resignations/Retirements/Terminations
  - a. Judi Olmstead - Special Education Teacher - Mahtomedi High School (6/11/10)

## **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](mailto: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.

## Tier II (Yellow Zone) Social/Emotional/Behavioral Interventions and Data Systems

Wildwood Elementary  
March 11, 2010

### Tiers of Instruction/Intervention: Academics and Behavior

**Intensive Instruction**  
5-10% of students require intense, focused, additive instruction

**Supplemental Instruction**  
10-15% of students typically respond to targeted, supplemental instruction

**Core Instruction**  
80-85% of students typically respond to an appropriate core curriculum

NOTE: Tiers 2 and 3 are meant to supplement, not supplant, the core

### Check-in/Check-out (CICO) as the first gateway of support for Behavior or Academic Behavior

Individualized Interventions

Targeted Groups

Targeted Classroom Intervention

**CICO**

**Responsive Classroom**

School-Wide Expectations:  
•Be Safe  
•Be Respectful  
•Be Responsible

Common Teacher Language, Expectations, and Procedures

### Check-in/Check-out (CICO)

#### Basic idea:

- Students check-in with staff
- Receive points for good behavior throughout the day
- Teachers focus on providing positive feedback
- Check-out with staff at the end of the day
- Family reinforcement of following school-wide expectations

### CICO Features (Fidelity)

- Students are identified and receive support within **72 hours**
- Check-in and check-out daily with an adult at school
- Regular feedback and reinforcement from teachers
- Family component
- Daily performance data used to evaluate progress
- *Intervention can support 10% of student population*

### Check-in Check-out Cycle

CICO Plan

Morning Check-In

Teacher Check-in/out

Afternoon Check-out

Home Check-In

Weekly Behavior Data Meeting

9 Week Graph Sent Home

Program Update

EXIT

### CICO Daily Chart

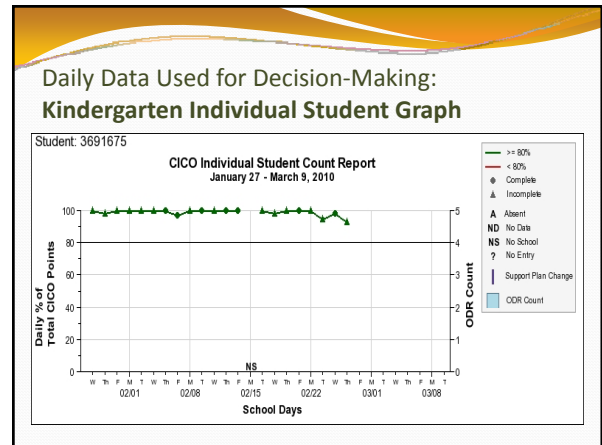
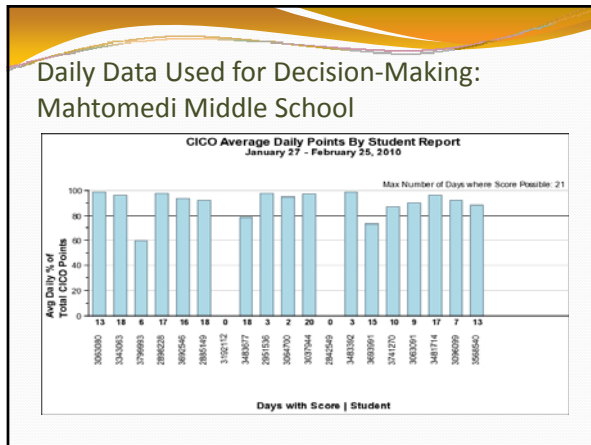
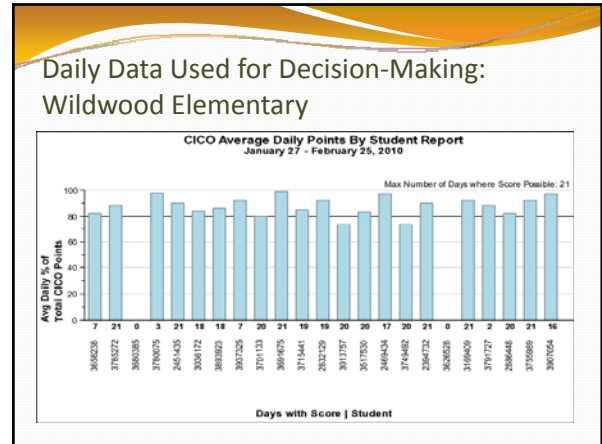
Wildwood Elementary Check-in/Check-out Program (CICO)

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
 Teacher: \_\_\_\_\_ Goal: \_\_\_\_\_

Please indicate whether the student has met the goal during the time period indicated:  
 (2) Met expectations, no breaks (1) Partially met expectations, appropriately responded to breaks (0) Did not meet expectations

PERIOD	BE RESPECTFUL	FOLLOWED DIRECTIONS	COMPLETED WORK/TASKS	BE SAFE	POINTS
MORNING CHECK-OUT	2 1 0	2 1 0	2 1 0	2 1 0	
LITERACY	2 1 0	2 1 0	2 1 0	2 1 0	
MATH	2 1 0	2 1 0	2 1 0	2 1 0	
SCIENCE/ARTS	2 1 0	2 1 0	2 1 0	2 1 0	
SPECIALIST	2 1 0	2 1 0	2 1 0	2 1 0	
RECESS	2 1 0	2 1 0	2 1 0	2 1 0	
WORK ACTIVITIES	2 1 0	2 1 0	2 1 0	2 1 0	
OTHER	2 1 0	2 1 0	2 1 0	2 1 0	

STAFF INITIALS: \_\_\_\_\_ FAMILY INITIALS: \_\_\_\_\_  
 COMMENTS: \_\_\_\_\_



"Our little friend was performing at about 20-30% on my weekly YPP test. We started CICO for behavior concerns and now she is scoring between 60 & 70%. What a huge change, and what a great way to show the parents how effective CICO is for her."  
 - Email from WW Math Specialist

Student: 3907054  
 CICO Individual Student Count Report  
 January 27 - March 9, 2010

# 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 **January 28, 2010**, beginning at 6:00 PM in the Mahtomedi District Education Center - Community Room.

### 1. CALL TO ORDER

Chair Kevin Donovan called the study session to order at 6:08 p.m.

### 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: Jonas Beugen, MLC Program Director; Mike David, Johnson Controls; Mark Larson, Director of Teaching and Learning/Assistant Superintendent; Don Lifto, Springsted, Inc.; David Peterson, University of St. Thomas; Todd Rapp, Himle Horner; Denise Sundstrom, Director of Business Services; and Sharon Zweber, MMS Principal.

### 3. DISCUSSION/INFORMATION ITEMS

#### A. Review/Discuss Overall Plan for Bond Election Including Financial Plan, Board Resolution, and Schedule

School board members reviewed the overall plan for facility improvements including a financial analysis of the proposed tax impact of the bonds and role of the school board in the bond referendum process. A sample resolution with ballot question was reviewed. A schedule of election responsibilities was reviewed and discussed. More information will be brought to the regular school board meeting for discussion and board action.

#### B. Review/Discuss Middle School Curriculum Changes to Fit Six-Period Schedule

Dr. David Peterson, University of St. Thomas and a former middle school principal, shared an overview of middle school philosophy and how this set of beliefs is put into practice in the middle school. Dr. Mark Larson, Director of Teaching and Learning/Assistant Superintendent, presented the proposed curriculum design for middle school beginning September 2010. Dr. Sharon Zweber, Mahtomedi Middle School Principal, and Dr. Larson identified options for required and elective courses at each grade level. School board members discussed the options and will receive a recommendation from administration at the February board meeting.

C. Hear Proposal for District 916 to Operate Mahtomedi Learning Center

District administration is studying the benefits of a partnership with Northeast Metro 916 to operate the Mahtomedi Learning Center. School board members received a description of the proposed partnership and discussed the cost and benefit analysis.

D. Review/Discuss Plan for Open Enrollment 2010-2011

A plan and resolution for open enrollment for 2010-2011 was discussed. A final decision on the number of students to be accepted under open enrollment for September 2010 will be made at the February regular school board meeting.

4. CLOSE MEETING

Wolgamot moved, Donovan seconded, approval to close meeting. Carried.

A. At Request of Superintendent Pursuant to Minnesota Statute 13D.05, subd. 3(a)

5. OPEN MEETING

Wolgamot moved, Donovan seconded, approval to reopen the school board meeting. Carried.

6. ADJOURNMENT

Belisle moved, Wolgamot seconded, adjournment. Carried. Meeting adjourned at 9:40 p.m.

CATHY DALTON, CLERK

# 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 **February 4, 2010**, beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room.

1. CALL TO ORDER

Meeting called to order at 7:03 p.m. by Chair Kevin Donovan.

2. ROLL CALL OF ATTENDANCE

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

3. APPROVAL OF THE AGENDA

Wolgamot moved, Schwartz seconded, approval of the agenda. Agenda item 10. G. *Approval to Request Proposals from Superintendent Search Firms* was added to 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. Paul Beggin - National Division II Boys' Soccer Coach of the Year

Jeff Whisler, Director of Student Activities, introduced Paul Beggin who has been named the National Division II Boys' Soccer Coach of the Year. Beggin is a counselor/social worker at Mahtomedi Middle School, has coached soccer in the district since its inception in 1982, and has also coached football, basketball, and baseball in the district. Superintendent Wolak thanked Beggin for his work in the district and also for the many hours he volunteers with other activities on behalf of the students.

6. PUBLIC COMMENT

The following members of the audience spoke to the school board:

Al Holcomb - resident of Mahtomedi - spoke in support of the school district and a bond election to improve district facilities.

Doug Larson, Trevor Sobotzak, and Evan Johnston - students at Mahtomedi High School - spoke in support of the Technical Education Department and hope that this program is not cut. School board member Judy Schwartz thanked the students for addressing the board regarding their concerns.

7. REPORT FROM STUDENT REPRESENTATIVE

A. Nicholas Donovan, Student Representative

There will be no student representative report this month.

8. APPROVAL OF MINUTES

A. January 7, 2010 - Regular Meeting

Schwartz moved, Wolgamot seconded, approval of the minutes from the January 7, 2010, regular school board meeting. Carried.

9. DISCUSSION/INFORMATION ITEMS

A. Calendar of Events

The Calendar of Events was reviewed.

10. ACTION ITEMS

A. Approval of Resolution Determining the Necessity of Issuing General Obligation Bonds and Calling a Special Election Thereon

Denise Sundstrom, Director of Business Services, introduced Mike David from Johnson Controls, Inc., (JCI) who presented on the school district's long-range facility planning and bond referendum planning. Two and a half 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, gave the most flexibility and was approved by the school board in November 2009. At this time, it is recommended that the school board approve a resolution calling for a special election. The resolution calls for a bond election to be held on Tuesday, April 27, 2010. The bond would be for \$45,000,000 approximately \$46 per year for every \$100,000 of assessed home value. If the bond referendum is approved by the voters, construction would start in 2010 with all construction being completed by 2012. The new Wildwood School would open at the start of school in 2012.

After school board discussion, Wolgamot moved, Donovan seconded, approval of Resolution Determining the Necessity of Issuing General Obligation Bonds and Calling a Special Election Thereon. Carried.

- B. Approval for Northeast Metro Intermediate School District 916 to Operate the Mahtomedi Learning Center (MLC)

Denise Sundstrom, Director of Business Services, introduced Jonas Beugen who became the Director of the Mahtomedi Learning Center (MLC) in January when John Sedey retired. The district is contracting with Northeast Metro 916 for Beugen's services. 916 has two other programs one at Capitol View and one in Columbia Heights that Buegen oversees. Sundstrom and Buegen shared with the school board the benefits of having 916 take over the operation and management of the MLC July 1. The program has become costly for the district to run and having it become part of 916 will make the program more efficient. 916 will be able to share administration and staff among the three programs which will mean increased opportunities for students. Wolgamot moved, Belisle seconded, approval for Northeast Metro Intermediate School District 916 to Operate the Mahtomedi Learning Center (MLC). Carried.

- C. Approval of Proposed Curriculum Changes for Mahtomedi Middle School

Mark Larson, Director of Teacher and Learning/Assistant Superintendent, and Sharon Zweber, Mahtomedi Middle School Principal, presented on the proposed curriculum changes at Mahtomedi Middle School. Three options for course offerings for sixth, seventh, and eighth grades were presented. Language Arts, Math, Science, and Social Studies would be offered every day and required all year for all grades. Sixth grade would then offer exploratory (required) courses while seventh and eighth grade would offer elective courses. The option recommended by Larson and Zweber offers the following courses:

**Sixth Grade - Every Day (all year):** Language Arts (Includes Reading)/Math/Science (Includes ATOD-Health Unit)/Social Studies. **Every Day (one quarter):** GTT Engineering-Science of Technology Robotics/Art. **Every Day (two quarters):** Spanish. **Every Other Day (all year):** Physical Education/Band-Vocal Music-Exploring Music.

**Seventh Grade - Every Day (all year):** Language Arts (Includes Reading)/Math/Science (Includes Sex Education-Health Unit)/Social Studies. **Every Day (one quarter):** GTT Engineering-Design & Modeling/FCS (Includes Nutrition Unit-Health). **Every Day (two quarters):** Spanish or **Every Day (one quarter):** Art/Drama. **Every Other Day (all year):** Physical Education/Band-Vocal Music-Exploring Music

**Eighth Grade - Every Day (all year):** Language Arts/Math/Science/Social Studies. **Every Day (one semester):** Physical Education (if Band A/B). **1.5 Periods of Electives: Every Day (all year):** Spanish 1+ or II. **Every Day (one semester):** Vocal Music or Band (A/B w/PE)/Strategic Reading I & II.

**Every Day (one quarter):** GTT Engineering-Advanced Robotics & Automation/GTT Engineering-Energy & the Environment/GTT Engineer-Flight & Space/Wood Production I & II/Drama/Pop Art and More/Clay and More/Textile Arts/Culinary Arts.

After school board discussion and recommending that progress reports be given, Wolgamot moved, Schwartz seconded, approval of the proposed curriculum change for Mahtomedi Middle School. The following voted in favor thereof: Belisle, Donovan, Schwartz, and Wolgamot and the following voted against: Dalton. Carried.

D. Approval of Resolution Relating to 2010-2011 Open Enrollment

State statutes allow Minnesota school districts to serve area students under open enrollment policy when a school board determines that capacity of the school, grade, or class size permits enrollment of additional students. State revenue follows the student to the district. Once the statute requirement is met, school boards may close grades due to class size and building capacity. Director of Business Services Denise Sundstrom recommended the school district close to open enrollment in grades 2 and 9-12 due to anticipated enrollment and school building capacity. This recommendation includes acceptance of 168 students for 2010-2011 and denies 92 applicants. Schwartz moved, Belisle seconded, approval of Resolution Relating to 2010-2011 Open Enrollment. Carried.

E. Approval of School District Vision Statement

School Board Chair Kevin Donovan recommended that the school board adopt the vision statement: All Students College Ready. With 96% of the district's students going on to college after high school, Donovan stated that the school district is doing a great job of getting our students college ready. College ready meaning an educational experience that a student goes on to after grade 12. Donovan moved, Belisle seconded, approval of School District Vision Statement: All Students College Ready. Carried.

F. Policies

1. Approval of Policy 807 - Closing of Schools

Schwartz moved, Belisle seconded, approval of Policy 807 - Closing of Schools. Carried.

G. Approval to Request Proposals from Superintendent Search Firms

School board director Steve Wolgamot recommended that the school board request proposals from perspective search firms and hire one of them to conduct the search for the next superintendent. Cathy Dalton, Judy Schwartz, and Steve Wolgamot volunteered to be on the committee to review applications and recommend a

search firm to the school board. Wolgamot moved, Schwartz seconded, approval to hire a superintendent search firm. Carried.

11. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

School Board Director Steve Wolgamot attended the AMSD Winter Conference on Online Learning.

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

School Board Chair Kevin Donovan reported that EMID Superintendent Carl Wahlstrom announced his retirement. Forest Lake School District is still looking at joining EMID.

School Board Clerk/Vice Chair Cathy Dalton reported that the Educational Equity Alliance Community Kickoff Event will be Tuesday, March 9, from 6:00-8:00 p.m. at Mahtomedi High School.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School Board Chair Kevin Donovan reported that he and Cathy Dalton attended the MSBA officers training.

D. Northeast Metro 916 Board

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

12. SUPERINTENDENT'S REPORT

Superintendent Mark Wolak reported that he will provide regular progress updates on the facilities planning/bond referendum.

13. ADJOURNMENT

Belisle moved, Schwartz seconded, adjournment. Meeting adjourned at 8:35 p.m. Carried.

14. CONSENT AGENDA ITEMS (Items Approved Under #4)

A. Approval to Pay Bills - Check No. 365060 to 365485

B. Approval of Wire Transfer Transactions

C. Personnel

1. Approval of Contracts and Work Agreements

a. Jonathon DeArmond - Long-Term Substitute Math Teacher - Mahtomedi High School (1/25/10 to 3/5/10)

b. Colleen Mahin - Long-Term Substitute French Teacher - Mahtomedi High School (extended through 6/11/10)

- c. Molly Sheahan - .167 FTE English Teacher - Mahtomedi High School (1/25/10)
- d. Marie Zettel - .167 FTE Science Teacher - Mahtomedi High School (1/25/10)
- 2. Approval of Leaves of Absence
  - a. Erika Anderson - Third Grade Teacher - O. H. Anderson Elementary School (3/29/10 to 6/4/10)
  - b. Cynthia Samels - French Teacher - Mahtomedi High School (extended through 6/11/10)
  - c. Cynthia Sherar - Third Grade Teacher - O. H. Anderson Elementary School (2010-2011)
  - d. Lori Wojtas - Math Teacher - Mahtomedi High School (1/14/10 to 3/5/10)
- 3. Approval of Resignations/Retirements/Terminations
  - a. Dana Ashley - Paraprofessional - Mahtomedi Middle School and Mahtomedi High School (1/20/10)
  - b. Ann Capeder - Integration Facilitator - District Wide (2/2/10)
  - c. Carol Stabenow - Reading Teacher - O. H. Anderson Elementary School (6/11/10)
  - d. Mark Wolak - Superintendent - District Office (6/30/10)

CATHY DALTON, 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 **Thursday, February 25, 2010**, beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room.

#### 1. CALL TO ORDER

Chair Kevin Donovan called the study session to order at 7:00 p.m.

#### 2. ROLL CALL OF ATTENDANCE

Present: John Belisle (arrived at 7:15); Cathy Dalton; Mary Jo Deters; Kevin Donovan; Judy Schwartz (arrived at 7:05); and Steve Wolgamot. Absent: Superintendent Mark Wolak, ex officio. Also Present: Denise Sundstrom, Director of Business Services, and Nicole Flesner, Human Resources Supervisor.

#### 3. SUPERINTENDENT SEARCH FIRM INTERVIEWS

Interviews were conducted with Ted Blaesing from Hazard, Young, Attea & Associates; Sharon Klumpp and Don Lifo, from Springsted, Inc.; Todd Bloom from Ray and Associates; and Ken LaCroix regarding the hiring of a superintendent to replace current Superintendent Mark Wolak who is retiring on June 30, 2010.

#### 5. ADJOURNMENT

Dalton moved, Deters seconded, adjournment. Meeting adjourned at 9:45 p.m. Carried.

CATHY DALTON, CLERK

## CALENDAR OF EVENTS

<b>MARCH</b>		
DATE/TIME	MEETING/EVENT	LOCATION
<u><b>Tuesday, March 9</b></u> 6:00-8:00 p.m. 6:30-8:30 p.m.	Educational Equity Alliance Kickoff Event Community Education Advisory Council Meeting ( <i>Kevin Donovan is scheduled to attend</i> )	Mahtomedi High School District Education Center - Board Room
<u><b>Wednesday, March 10</b></u> 11:30 a.m.-12:30 p.m.	Mahtomedi Middle School Parent Association Mtg. ( <i>Steve Wolgamot is scheduled to attend</i> )	Mahtomedi Middle School - Room 115
<u><b>Thursday, March 11</b></u> 6:00 p.m. 7:00 p.m.	Special School Board Meeting School Board Meeting	District Education Center - Board Room District Education Center - Community Room
<u><b>Monday, March 15 - Friday, March 19</b></u>	No School - Spring Break	
<u><b>Wednesday, March 17</b></u> 6:00 p.m.	EMID Joint Powers School Board Meeting	Harambee Elementary School
<u><b>Thursday, March 25</b></u> 9:30-11:00 a.m.  6:00 p.m. 7:00 p.m.	Elementary PTO Meeting ( <i>Kevin Donovan scheduled to attend</i> ) School Board Personnel Committee Meeting School Board Study Session	District Education Center - Community Room  District Education Center - Board Room District Education Center - Community Room
<u><b>Friday, March 26</b></u> 7:30 p.m.	Wildwood Artist Series - <i>Billy McLaughlin</i>	Chautauqua Fine Arts Center
<u><b>Saturday, March 27</b></u> 5:30 p.m. - Midnight	MAEF Spring Gala	Prom Center, Oakdale

<b>APRIL</b>		
DATE/TIME	MEETING/EVENT	LOCATION
<u><b>Friday, April 2</b></u>	School Closed	
<u><b>Wednesday, April 6</b></u> 8:00 a.m.  6:00 p.m.	Mahtomedi High School Parent Information Meeting ( <i>Kevin Donovan is scheduled to attend</i> ) Northeast Metro 916 School Board Meeting	Mahtomedi High School – Black Box Theater  Bellaire School, White Bear Lake
<u><b>Thursday, April 8</b></u> 7:00 p.m.	School Board Meeting	District Education Center - Community Room

## CALENDAR OF EVENTS

<b>APRIL cont.</b>		
<b>DATE/TIME</b>	<b>MEETING/EVENT</b>	<b>LOCATION</b>
<b><u>Friday, April 9</u></b> 7:00 a.m. 2:30 p.m.	No School - Staff Development AMSD Board of Directors Meeting Staff Recognition Program	TIES Building-Cafeteria, St. Paul Mahtomedi High School
<b><u>Monday, April 12</u></b> 7:00 p.m.	MAEF Board of Trustees Meeting	District Education Center - Board Room
<b><u>Tuesday, April 13</u></b> 6:30 p.m.	Community Education Advisory Council Mtg.	District Education Center - Board Room
<b><u>Wednesday, April 14</u></b> 11:30 a.m.	Mahtomedi Middle School Parent Association Meeting ( <i>John Belisle and Mary Jo Deters are scheduled to attend</i> )	Mahtomedi Middle School - Room 115
<b><u>Thursday, April 15</u></b> 6:00-8:00 p.m.	Engineering Night	Mahtomedi High School
<b><u>Wednesday, April 21</u></b> 5:30 p.m. 6:00 p.m.	MHS Celebration of Excellence EMID Joint Powers School Board Meeting	Dellwood Hills Golf Club Crosswinds School
<b><u>Thursday, April 22</u></b> 9:30 a.m.  5:45 p.m. 7:00 p.m.	Elementary PTO Meeting ( <i>John Belisle is scheduled to attend</i> ) School Board Dinner Session School Board Study Session	District Education Center - Community Room  District Education Center - Board Room District Education Center - Community Room
<b><u>Friday, April 23</u></b> 7:30 a.m.	City Leaders Meeting	District Education Center - Board Room
<b><u>Saturday, April 24</u></b> 9:00 a.m. – Noon	Rite of Spring	Mahtomedi High School
<b><u>Sunday, April 25</u></b> 4:00 p.m.	Wildwood Artist Series - <i>Clairseach</i>	Black Box Theatre
<b><u>Monday, April 26</u></b> 6:30 p.m.	Senior Fine Arts Banquet	Dellwood Hills Golf Club

**413 - HARASSMENT AND VIOLENCE**

**I. PURPOSE**

The purpose of this policy is to maintain a learning and working environment that is free from ~~religious, racial or sexual~~ harassment or violence. The school district prohibits any form of ~~religious, racial or sexual~~ harassment or violence based on sexual orientation, race, religion, national origin, marital/familial status, gender, economic status, or disability.

Harassment, like other violent or disruptive behavior, is conduct that interferes with students' ability to learn and teachers' ability to educate students in a safe environment. Harassment is aggressive behavior with the intent to harm, is repetitive in nature, and involves an imbalance of power and strength. The school district cannot monitor the activities of students at all times and eliminate all incidents of harassment between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students, and employees, and is within the control of the school district in its normal operations, it is the school district's intent to prevent harassment and to take action to investigate, respond, remediate, and discipline those acts of harassment which have not been successfully prevented.

**II. GENERAL STATEMENT OF POLICY**

- A. It is the policy of the school district to maintain a learning and working environment that is free from ~~religious, racial or sexual~~ harassment and violence. The school district prohibits any form of harassment or violence based on sexual orientation, race, religion, national origin, marital/familial status, gender, economic status, or disability.
- B. It shall be a violation of this policy for any pupil, teacher, administrator, or other school personnel of the school district to harass a pupil, teacher, administrator, or other school personnel through conduct or communication ~~of a sexual nature or regarding religion and race~~ as defined by this policy. (For purposes of this policy, school personnel includes school board members, school employees, agents, volunteers, contractors, or persons subject to the supervision and control of the district.)
- C. It shall be a violation of this policy for any pupil, teacher, administrator or other school personnel of the school district to inflict, threaten to inflict, or attempt to inflict ~~religious, racial or sexual~~ violence upon any pupil, teacher, administrator, or other school personnel.
- D. The school district will act to investigate all complaints, either formal or informal, verbal or written, of ~~religious, racial or sexual~~ harassment or violence, and to discipline or take appropriate action against any pupil, teacher, administrator, or other school personnel who

is found to have violated this policy.

**III. ~~RELIGIOUS, RACIAL AND SEXUAL HARASSMENT AND VIOLENCE~~  
~~DEFINED~~ SEXUAL ORIENTATION, RACE, RELIGION, NATIONAL  
ORIENTATION, MARITAL/FAMILIAL STATUS, GENDER, ECONOMIC  
STATUS, OR DISABILITY HARASSMENT OR VIOLENCE DEFINED**

**A. Sexual Harassment; Definition**

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

**B. Sexual Orientation Harassment; Definition**

Sexual orientation harassment consists of physical or verbal conduct relating to an individual's sexual orientation status when the conduct:

1. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;

Mahtomedi School Board Policy 413

2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
3. otherwise adversely affects an individual's employment or academic opportunities.

C. Racial Harassment; Definition

Racial harassment consists of physical or verbal conduct relating to an individual's race when the conduct:

1. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;
2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
3. otherwise adversely affects an individual's employment or academic opportunities.

D. Religious Harassment; Definition

Religious harassment consists of physical or verbal conduct which is related to an individual's religion when the conduct:

1. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;
2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
3. otherwise adversely affects an individual's employment or academic opportunities.

E. National Origin Harassment; Definition

National origin harassment consists of physical or verbal conduct relating to an individual's nation of origin when the conduct:

1. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;
2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
3. otherwise adversely affects an individual's employment or academic opportunities.

F. Marital/Familial Harassment; Definition

Marital/Familial harassment consists of physical or verbal conduct relating to an individual's marital/familial status when the conduct:

1. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;
2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
3. otherwise adversely affects an individual's employment or academic opportunities.

G. Economic Harassment; Definition

Economic harassment consists of physical or verbal conduct relating to an individual's economic status when the conduct:

1. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;
2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
3. otherwise adversely affects an individual's employment or academic opportunities.

H. Disability Harassment; Definition

Disability harassment consists of physical or verbal conduct relating to an individual's disability when the conduct:

1. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;
2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
3. otherwise adversely affects an individual's employment or academic opportunities.

I. Sexual Violence; Definition

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

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

J. Sexual Orientation Violence; Definition

Sexual orientation violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, sexual orientation.

K. Racial Violence; Definition

Racial violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, race.

L. Religious Violence; Definition

Religious violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, religion.

M. National Origin Violence; Definition

National origin violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, national origin.

N. Marital/Familial Status Violence; Definition

Marital/familial status violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, marital/familial status.

O. Economic Status Violence; Definition

Economic status violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, economic status.

P. Disability Violence; Definition

Disability violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, disability.

Q. Assault; Definition

Assault is:

1. an act done with intent to cause fear in another of immediate bodily harm or

death;

2. the intentional infliction of or attempt to inflict bodily harm upon another; or
3. the threat to do bodily harm to another with present ability to carry out the threat.

#### **IV. REPORTING PROCEDURES**

A. Any person who believes he or she has been the victim of harassment or violence by a pupil, teacher, administrator, or other school personnel of the school district, or any person with knowledge or belief of conduct which may constitute harassment or violence toward a pupil, teacher, administrator or other school personnel should report the alleged acts immediately to an appropriate school district official designated by this policy. The school district encourages the reporting party or complainant to use the report form available from the principal of each building or available from the school district office, but oral reports shall be considered complaints as well. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a school district human rights officer or to the superintendent.

B. In Each School Building. The building principal, or designee, is the person responsible for receiving oral or written reports of ~~religious, racial or sexual~~ harassment or violence at the building level. Any adult school district personnel who receives a report of ~~religious, racial or sexual~~ harassment or violence shall inform the building principal immediately.

Upon receipt of a report, the principal, or designee, must investigate the report ~~This may include notifying the school district human rights officer. immediately, without screening, or investigating the report. The principal may request, but may not insist upon a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the principal to the human rights officer. If the report was given verbally, the principal shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any harassment or violence report or complaint as provided herein will result in disciplinary action against the principal.~~ If the complaint involves the building principal, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

C. In the District. The school board hereby designates Human Resources Supervisor and Assistant Superintendent as the school district human rights officer(s) to receive reports or complaints of ~~religious, racial or sexual~~ harassment or violence. If the complaint involves a human rights officer, the complaint shall be filed directly with the superintendent.

Upon receipt of a report, the human resource supervisor or assistant superintendent must investigate the report.

D. The school district shall conspicuously post the name of the human rights officer(s), including mailing addresses and telephone numbers.

Mahtomedi School Board Policy 413

- E. Submission of a good faith complaint or report of ~~religious, racial or sexual~~ harassment or violence will not affect the complainant or reporter's future employment, grades, or work assignments.
- F. Use of formal reporting forms is not mandatory.
- G. The school district will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

**V. INVESTIGATION**

- A. By authority of the school district, ~~the human rights officer,~~ the building principal or designee, upon receipt of a report or complaint alleging harassment or violence, shall immediately undertake or authorize an investigation. The investigation may be conducted by school district officials or by a third party designated by the school district.
- B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
- C. In determining whether alleged conduct constitutes a violation of this policy, the school district should consider the surrounding circumstances, the nature of the behavior, past incidents, past or continuing patterns of behavior, or the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.
- D. In addition, the school district may take immediate steps, at its discretion, to protect the complainant, pupils, teachers, administrators, or other school personnel pending completion of an investigation of alleged ~~religious, racial or sexual~~ harassment or violence.
- E. The investigation will be completed as soon as practical. The ~~school district human rights officer~~ building principal or designee, shall make a written report to the ~~superintendent~~ human rights officer upon completion of the investigation. If the complaint involves the superintendent, the report may be filed directly with the school board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

**VI. SCHOOL DISTRICT ACTION**

- A. Upon receipt of a report, the school district will take appropriate action. Such action may

Mahtomedi School Board Policy 413

include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and school district policies.

- B. The result of the school district's investigation of each complaint filed under these procedures will be reported in writing to the complainant by the school district in accordance with state and federal law regarding data or records privacy.

**VII. REPRISAL**

The school district will discipline or take appropriate action against any pupil, teacher, administrator, or other school personnel who retaliates against any person who makes a good faith report of alleged harassment or violence or any person who testifies, assists or participates in an investigation, or who testifies, assists or participates in a proceeding or hearing relating to such harassment or violence. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

**VIII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES**

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota Department of Human Rights, initiating civil action or seeking redress under state criminal statutes and/or federal law.

**IX. HARASSMENT OR VIOLENCE AS ABUSE**

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

**X. DISSEMINATION OF POLICY AND TRAINING**

- A. An abbreviated version of this policy shall be conspicuously posted throughout each school building in areas accessible to pupils and staff members. An abbreviated version of this policy will be inserted into student handbooks.
- B. This policy shall be given to each school district employee and independent contractor at the time of entering into the person's employment contract.

- C. The school district will develop a method of discussing this policy with students and employees.
- D. The school district may implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.
- E. This policy shall be reviewed at least annually for compliance with state and federal law.

***Legal References:*** Minn. Stat. § 120B.232 (Character Development Education)

Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious and Racial Harassment and Violence Policy)

Minn. Stat. Ch. 363A (Minnesota Human Rights Act)

Minn. Stat. § 626.556 *et seq.* (Reporting of Maltreatment of Minors) 42

U.S.C. § 2000e *et seq.* (Title VII of the Civil Rights Act)

***Cross References:*** MSBA/MASA Model Policy 102 (Equal Educational Opportunity)

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

MSBA/MASA Model Policy 406 (Public and Private Personnel Data)

MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)

MSBA/MASA Model Policy 506 (Student Discipline)

MSBA/MASA Model Policy 525 (Violence Prevention)

*ADOPTED – February 12, 2009*

*FIRST READING - March 11, 2010*



**INDEPENDENT SCHOOL DISTRICT NO. 832**  
**STUDENT REPORT FORM**  
**Wildwood Elementary and O.H. Anderson Elementary**

**Reporter (Your Name):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Grade:** \_\_\_\_\_

**Name(s) of student(s) involved:**

**Name(s) of Witnesses/Bystanders:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**What happened** (check all that apply):

- Called Mean Names  Excluded  Hit, Kicked, Punched  Told Lies or False Rumors  Threatened  
 Took/Damaged Belongings  Other (explain): \_\_\_\_\_

**Where did the incident happen?** (check all that apply):

- Classroom  Hallway  Bathroom  Lunchroom  Recess/Playground  
 Line-up area  Gym  Library  Bus  Bus Stop  To School  From School  
 Other: \_\_\_\_\_

**Explain what you witnessed:** \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Reporter's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Received By (Staff Signature)

\_\_\_\_\_  
 Date



**514 - BULLYING PROHIBITION POLICY**

**I. PURPOSE**

A safe and civil environment is needed for students to learn and attain high academic standards and to promote healthy human relationships. Bullying, like other violent or disruptive behavior, is conduct that interferes with students' ability to learn and teachers' ability to educate students in a safe environment. Bullying is aggressive behavior with the intent to harm, is repetitive in nature, and involves an imbalance of power and strength. The school district cannot monitor the activities of students at all times and eliminate all incidents of bullying between students, particularly when students are not under the direct supervision of school personnel. However, to the extent such conduct affects the educational environment of the school district and the rights and welfare of its students and is within the control of the school district in its normal operations, it is the school district's intent to prevent bullying and to take action to investigate, respond, remediate, and discipline those acts of bullying which have not been successfully prevented. The purpose of this policy is to assist the school district in its goal of preventing and responding to acts of bullying, intimidation, violence, and other similar disruptive behavior.

**II. GENERAL STATEMENT OF POLICY**

- A. An act of bullying, by either an individual student or a group of students, is expressly prohibited on school district property or at school-related functions. This policy applies not only to students who directly engage in an act of bullying but also to students who, by their indirect behavior, condone or support another student's act of bullying. This policy also applies to any student whose conduct at any time or in any place constitutes bullying that interferes with or obstructs the mission or operations of the school district or the safety or welfare of the student, other students, or employees. Bullying behavior through the misuse of technology will be considered a violation of this policy. ~~The misuse of technology including, but not limited to, teasing, intimidating, defaming, threatening, or terrorizing another student, teacher, administrator, volunteer, contractor, or other employee of the school district by sending or posting e-mail messages, instant messages, text messages, digital pictures or images, or Web site postings, including blogs, also may constitute an act of bullying regardless of whether such acts are committed on or off school district property and/or with or without the use of school district resources.~~
- B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate bullying.
- C. Apparent permission or consent by a student being bullied does not lessen the prohibitions contained in this policy.
- D. Retaliation against a victim, good faith reporter, or a witness of bullying is prohibited.

Mahtomedi School Board Policy 514

- E. False accusations or reports of bullying against another student are prohibited.
- F. A person who engages in an act of bullying, reprisal, or false reporting of bullying or permits, condones, or tolerates bullying shall be subject to discipline for that act in accordance with school district's policies and procedures. The school district may take into account the following factors:
  - 1. The developmental and maturity levels of the parties involved;
  - 2. The levels of harm, surrounding circumstances, and nature of the behavior;
  - 3. Past incidences or past or continuing patterns of behavior;
  - 4. The relationship between the parties involved; and
  - 5. The context in which the alleged incidents occurred.

Consequences for students who commit prohibited acts of bullying may range from positive behavioral interventions up to and including suspension and/or expulsion. Consequences for employees who permit, condone, or tolerate bullying or engage in an act of reprisal or intentional false reporting of bullying may result in disciplinary action up to and including termination or discharge. Consequences for other individuals engaging in prohibited acts of bullying may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

- G. The school district will act to investigate all complaints of bullying and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

**III. DEFINITIONS**

For purposes of this policy, the definitions included in this section apply.

- A. “Bullying” is defined as aggressive behavior that is intentional, is repeated over time, and involves an imbalance of power or strength. “Bullying” can take the form of ~~means~~ any written or verbal expression, physical act or gesture, or pattern thereof, by a student that is intended to cause or is perceived as causing to cause harm or distress to one or more students and which substantially interferes with another student’s or students’ educational benefits, opportunities, or performance. ~~Bullying includes, but is not limited to, conduct by a student against another student that a reasonable person under the circumstances knows or should know has the effect of:~~
  - 1. ~~harming a student;~~
  - 2. ~~damaging a student’s property;~~
  - 3. ~~placing a student in reasonable fear of harm to his or her person or property; or~~
  - 4. ~~creating a hostile educational environment for a student.~~

- B. ~~“Immediately” means as soon as possible but in no event longer than 24 hours.~~
- C. “On school district property or at school-related functions” means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student’s walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting bullying at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

#### IV. REPORTING PROCEDURE

- A. Any person who believes he or she has been the victim of bullying or any person with knowledge or belief of conduct that may constitute bullying shall report the alleged acts ~~immediately~~ to an appropriate school district official designated by this policy. A student may report bullying anonymously. However, anonymity or timeliness of the report may limit the school district’s ability to take action against an alleged perpetrator based solely on an anonymous report may be limited.
- B. The school district encourages the reporting party or complainant to use the report form available from the principal of each building or available from the school district office, but oral reports shall be considered complaints as well.
- C. The building principal or the principal’s designee or the building supervisor is the person responsible for receiving reports of bullying at the building level. Any person may report bullying directly to a school district human rights officer or the superintendent.
- D. A teacher, school administrator, volunteer, contractor, or other school employee shall be particularly alert to possible situations, circumstances, or events that might include bullying. Any such person who receives a report of, observes, or has other knowledge or belief of conduct that may constitute bullying shall inform the building principal immediately.
- E. Reports of bullying are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law.
- F. Submission of a good faith complaint or report of bullying will not affect the complainant’s or reporter’s future employment, grades, or work assignments, or educational or work environment.
- G. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the

school district's obligation to investigate, take appropriate action, and comply with any legal disclosure obligations.

## **V. SCHOOL DISTRICT ACTION**

- A. Upon receipt of a complaint or report of bullying, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.
- B. The school district may take immediate steps, at its discretion, to protect the complainant, reporter, students, or others pending completion of an investigation of bullying, consistent with applicable law.
- C. Upon completion of the investigation, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; school district policies; and regulations.
- D. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students involved in a bullying incident and the remedial action taken, to the extent permitted by law, based on a confirmed report.

## **VI. REPRISAL**

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who retaliates against any person who makes a good faith report of alleged bullying or against any person who testifies, assists, or participates in an investigation, or against any person who testifies, assists, or participates in a proceeding or hearing relating to such bullying. Retaliation includes, but is not limited to, any form of intimidation, harassment, or intentional disparate treatment.

## **VII. TRAINING AND EDUCATION**

- A. The school district annually will provide information and any applicable training to school district staff regarding this policy.
- B. The school district annually will provide education and information to students regarding bullying, including information regarding this school district policy prohibiting bullying, the harmful effects of bullying, and other applicable initiatives to prevent bullying.
- C. The administration of the school district is directed to implement programs and other initiatives

**Draft of Current Policy**

Strike Through: Old Language

Underline: New Language

Mahtomedi School Board Policy 514

to prevent bullying, to respond to bullying in a manner that does not stigmatize the victim, and to make resources or referrals to resources available to victims of bullying.

- D. The school district may implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.

**VIII. NOTICE**

The school district will give annual notice of this policy to students, parents or guardians, and staff, and this policy shall appear in the student handbook.

**Legal References:** Minn. Stat. § 120B.232 (Character Development Education)

Minn. Stat. § 121A.03 (Sexual, Religious and Racial Harassment and Violence)

Minn. Stat. § 121A.0695 (School Board Policy; Prohibiting Intimidation and Bullying)

Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act) Minn. Stat. § 121A.69 (Hazing Policy)

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

MSBA/MASA Model Policy 413 (Harassment and Violence) MSBA/MASA

Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)

MSBA/MASA Model Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

MSBA/MASA Model Policy 423 (Employee-Student Relationships)

MSBA/MASA Model Policy 501 (School Weapons Policy)

MSBA/MASA Model Policy 506 (Student Discipline) MSBA/MASA

Model Policy 507 (Corporal Punishment) MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)

MSBA/MASA Model Policy 522 (Student Sex Nondiscrimination)

MSBA/MASA Model Policy 525 (Violence Prevention) MSBA/MASA Model

Policy 526 (Hazing Prohibition) MSBA/MASA Model Policy 529 (Staff Notification of Violent Behavior by Students)

MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)

MSBA/MASA Model Policy 711 (Videotaping on School Buses)

MSBA/MASA Model Policy 712 (Video Surveillance Other Than on Buses)

*ADOPTED – February 12, 2009*

*FIRST READING - March 11, 2010*



**INDEPENDENT SCHOOL DISTRICT NO. 832**  
**STUDENT REPORT FORM**  
**Wildwood Elementary and O.H. Anderson Elementary**

**Reporter (Your Name):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Grade:** \_\_\_\_\_

**Name(s) of student(s) involved:**

**Name(s) of Witnesses/Bystanders:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**What happened** (check all that apply):

- Called Mean Names  Excluded  Hit, Kicked, Punched  Told Lies or False Rumors  Threatened  
 Took/Damaged Belongings  Other (explain): \_\_\_\_\_

**Where did the incident happen?** (check all that apply):

- Classroom  Hallway  Bathroom  Lunchroom  Recess/Playground  
 Line-up area  Gym  Library  Bus  Bus Stop  To School  From School  
 Other: \_\_\_\_\_

**Explain what you witnessed:** \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Reporter's Signature

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Received By (Staff Signature)

\_\_\_\_\_  
 Date



CERTIFICATION OF MINUTES RELATING TO  
\$9,390,000 GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES  
2010A

Issuer: Independent School District No. 832 (Mahtomedi), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting held on March 11, 2009, at 7:00 p.m.  
at the Mahtomedi District Education Center.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (pages):

RESOLUTION AUTHORIZING ISSUANCE AND SALE OF \$9,390,000 GENERAL  
OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2010A

TERMS OF PROPOSAL

I, the undersigned, being the duly qualified and acting recording officer of the public corporation issuing the bonds referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting, so far as they relate to said bonds; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer on this 11<sup>th</sup> day of March, 2010.

\_\_\_\_\_  
School District Clerk

Member \_\_\_\_\_ introduced the following resolution and moved its adoption, which motion was seconded by Member \_\_\_\_\_:

**RESOLUTION AUTHORIZING ISSUANCE AND SALE OF \$9,390,000 GENERAL OBLIGATION SCHOOL BUILDING REFUNDING BONDS, SERIES 2010A**

BE IT RESOLVED by the School Board (the Board) of Independent School District No. 832 (Mahtomedi), Minnesota (the District), as follows:

SECTION 1. PURPOSE. It is hereby determined to be in the best interests of the District to issue its General Obligation School Building Refunding Bonds, Series 2010A, in the approximate aggregate principal amount of \$9,390,000 (the Bonds), subject to adjustment in accordance with the Terms of Proposal. The proceeds of the Bonds will be used, together with any additional funds of the District which might be required, to refund in advance of maturity and prepay, on February 1, 2012, the 2013 through 2018 maturities, aggregating \$9,035,000 in principal amount, of the District's outstanding \$12,200,000 General Obligation School Building Bonds, Series 2002, originally dated February 1, 2002 (the Refunded Bonds) in a "crossover refunding" as defined in Minnesota Statutes, Section 475.67, Subdivision 13.

SECTION 2. TERMS OF PROPOSAL. Springsted Incorporated, financial advisor to the District, has presented to this Board a form of Terms of Proposal for the Bonds which is attached hereto and hereby approved and shall be placed on file by the Clerk. Each and all of the provisions of the Terms of Proposal are hereby adopted as the terms and conditions of the Bonds and of the sale thereof. Springsted Incorporated, as independent financial advisor, pursuant to Minnesota Statutes, Section 475.60, Subdivision 2, paragraph (9) is hereby authorized to solicit proposals for the Bonds on behalf of the District on a negotiated basis.

SECTION 3. SALE MEETING. This Board shall meet at the time and place shown in the Terms of Proposal for the purpose of considering sealed proposals for the purchase of the Bonds and of taking such action thereon as may be in the best interests of the District.

SECTION 4. STATE CREDIT ENHANCEMENT PROGRAM. (a) The District hereby covenants and obligates itself to notify the Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the Registrar or any successor paying agent three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Registrar for the Bonds is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds to make that payment on deposit with the Registrar. The District understands that as a result of its covenant to be bound by the provision of Minnesota Statutes, Section 126C.55, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Departments of Finance and Education of the State of Minnesota pursuant to Minnesota Statutes, Section 126C.55, subdivision 2(c) and otherwise to take such actions as necessary to comply with that section. The chair, clerk, superintendent or business manager is authorized to execute any applicable Minnesota Department of Education forms.

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.

# MEMO

**To: School Board  
Superintendent Wolak**

**From: Denise Sundstrom  
Director of Business Services**

**RE: Revised Budget for FY 2009-2010**

**Date: March 11, 2010**

The school board will be asked to approve the resolution for the 2009-2010 Revised Budget at the school board meeting on March 11, 2010. The Preliminary Budget was adopted by the school board in June 2009 and the following is the explanation of the major changes that have occurred in the General Fund and Community Education Fund since that adoption.

## **General Fund**

### **General Fund Revenue 2009-2010**

The Preliminary General Fund Revenue for 2009-2010 was **\$31,724,703**. The Revised General Fund Revenue Budget is **\$31,979,267**. This is an increase in revenue of **\$254,564**. The revenue for Special Education and General Education Aid that was estimated for 2008-2009 had a positive variance of \$178,557 and Federal Revenue for 2009-2010 increased \$73,143.

### **General Fund Expenditures 2009-2010**

The Preliminary General Fund Expenditures for 2009-2010 was **\$31,656,427**. The Revised Expenditure Budget is **\$32,098,397**. This is an increase in expenditures of **\$441,970**. Federal Expenditures increased by \$73,143 and severance by \$162,500. Updating actual staffing and benefits account for the remaining increase.

### **Projected General Fund Balance 2009-2010**

The Unreserved/Undesignated General Fund Balance is projected to increase by **\$26,068** to **\$1,930,272** at yearend. The Projected Total General Fund Balance including reserved and unreserved is estimated to be **\$3,698,671**. The fund balance to total operating expenditures is budgeted at 8.3%. The board fund balance policy requires the range to be between 6%-10%.

### **Community Education Fund**

#### **Community Education Revenue 2009-10**

The Preliminary Community Education revenue for 2009-10 was **\$2,012,796**. The Revised Community Education Revenue Budget is **\$1,938,983**. This is a decrease of **\$73,813** due to the discontinuation of the Min-Mac Plus Preschool Program and a cancelled athletic agreement account with Mahtomedi Youth Baseball.

#### **Community Education Expenditures 2009-10**

The Preliminary Community Education expenditures for 2009-10 were **\$1,998,981**. The Revised Community Education Expenditure budget is **\$1,952,539**. This is a decrease of **\$46,442** due to the reduced costs with program reductions.

#### **Projected Community Education Fund Balance 2009-10**

The Community Education Fund Balance is projected to decrease by **\$13,556**. The total Community Education Fund Balance including ECFE and School Readiness is estimated to be **\$172,601** the end of 2009-2010. For 2008-09 the fund balance decreased by \$22,020 for a balance of \$186,157.

Attachment

**RESOLUTION ADOPTING THE REVISED BUDGET 2009-2010**

BE it resolved by the Board of Education of Independent School District No. 832, Mahtomedi, Minnesota, the FY 2009-2010 budgets be adopted as follows:

	<b>AUDITED Fund Balance 06/30/09</b>	<b>REVISED Revenue Budget 2009-2010</b>	<b>REVISED Expenditure Budget 2009-2010</b>	<b>Change in Fund Balance 2009-2010</b>	<b>PROJECTED Fund Balance 06/30/10</b>
<b>General Fund</b>					
<b>Unreserved undesignated     Fund Balance</b>	\$1,904,204	\$29,001,331	\$28,975,263	\$26,068	\$1,930,272
<b>Reserved Fund Balance</b>					
Designated - Student Activities	\$439,193	930,000	930,000	0	\$439,193
Designated - Severance	\$578,955	0	162,500	(162,500)	\$416,455
Reserve - Down Payment Levy	\$0	645,446	645,446	0	\$0
Reserve - Health & Safety	\$28,463	142,121	127,100	15,021	\$43,484
Reserve - Deferred Maintenance	\$0	175,968	175,968	0	\$0
Reserve - Operating Capital	866,986	1,084,401	1,082,120	2,281	\$869,267
<b>General Fund</b>	<b>\$3,817,801</b>	<b>\$31,979,267</b>	<b>\$32,098,397</b>	<b>(\$119,130)</b>	<b>\$3,698,671</b>
<b>Food Service Fund</b>	<b>\$425,549</b>	<b>1,352,500</b>	<b>1,339,680</b>	<b>12,820</b>	<b>\$438,369</b>
<b>Community Service Fund</b>	<b>\$186,157</b>	<b>1,938,983</b>	<b>1,952,539</b>	<b>(13,556)</b>	<b>\$172,601</b>
<b>Total Operating Funds</b>	<b>\$4,429,507</b>	<b>\$35,270,750</b>	<b>\$35,390,616</b>	<b>(\$119,866)</b>	<b>\$4,309,641</b>
<b>Non Operating Funds</b>					
<b>Debt Service Fund</b>	<b>\$785,955</b>	<b>3,269,055</b>	<b>3,266,254</b>	<b>\$2,801</b>	<b>\$788,756</b>
<b>Total Non Operating Funds</b>	<b>\$785,955</b>	<b>\$3,269,055</b>	<b>3,266,254</b>	<b>\$2,801</b>	<b>\$788,756</b>
<b>Total All Funds</b>	<b>\$5,215,462</b>	<b>\$38,539,805</b>	<b>\$38,656,870</b>	<b>(\$117,065)</b>	<b>\$5,098,397</b>

The motion for adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon a vote being taken thereon, the following voted in favor thereof: \_\_\_\_\_ and the following voted against the same: \_\_\_\_\_, where upon the resolution was declared duly passed and adopted.



**TO: Northeast Metro 916 Board of Education**  
**FROM: Connie Hayes**  
**DATE: February 4, 2010**  
**RE: February 3 Board of Education Meeting Talking Points**

Members present: Belisle-832, Brunnette-833, Buchholz-834, Forsberg-16, Livingston-622, Lodico-12, Majerus-623, Newberg-624, Roberts-13, and Sager-621

Among a number of topics discussed at the February 3, 2010, meeting of the Northeast Metro 916 Board of Education, the following agenda items were addressed:

- 1. Principal Mary Anderson talked about the Algebra Grade 3-5 Grant.** The District has been a partner with Intermediate 287 to host the grants given by the Minnesota Legislature to get schools ready to deliver algebra in 8<sup>th</sup> grade. This year, the District was able to be a participant as the training reached down into the elementary grades. The model for training includes six days of training and 16 Professional Learning Community (PLC) sessions in their own schools. Mary shared some proven research-based strategies they learned on how to give feedback to students so that they believe they can learn challenging math. Teachers are very engaged with the training and are already seeing a positive impact of student performance.
- 2. Audit approval.** No questions about the audit report provided by MMKR at the last meeting came forward. The board approved the audit as presented.
- 3. Approval for adding another Area Learning Center location was approved.** School leaders from both Mahtomedi and Northeast Metro 916 have been in discussion since August regarding a working relationship between the two districts regarding the Mahtomedi Area Learning Center. The board gave authority for 916 to use its expertise in running this kind of specialized program to work toward the goal of making the Mahtomedi location sustainable financially. This relationship between Mahtomedi and 916 regarding management of the ALC is very similar to the relationship between Columbia Heights and 916 with Metro Heights Academy. In both cases, each district has desired to maintain the program availability for students in their districts but could not sustain it independently. This allows both districts to have a strong link to a local ALC without the challenge of running an independent ALC. Combining the Mahtomedi ALC into a consortium of ALCs run by 916 allows for numerous efficiencies that benefit all. Northeast Metro 916 is not committing to running the program long-term unless it can show modest growth, which is needed for its financial stability.

4. **Bid approval for a ceiling and lighting project at Capitol View Center was tabled.** This project, totaling about \$150,000 will replace the ceiling and lighting in the hallways and prepare some of the building for sprinkling if/when that is completed. However, the board wanted to wait at least a month to find out more information about the viability of the building to meet the needs of the district into the future. The board is tentatively planning on a walk-through with a facility consultant prior to the March board meeting. This item will be reconsidered at that meeting.



**TO: Northeast Metro 916 Board of Education**  
**FROM: Connie Hayes**  
**DATE: March 3, 2010**  
**RE: March 2 Board of Education Meeting Talking Points**

Members present: Belisle-832, Brunnette-833, Forsberg-16, Livingston-622, Lodico-12, and Newberg-624

Members absent: Buchholz-834, Majerus-623, Roberts-13, and Sager-621

Among a number of topics discussed at the March 2, 2010, meeting of the Northeast Metro 916 Board of Education, the following agenda items were addressed:

- 1. Managers Jay Fehrman and Eddie Gibson reported on contracted services.**  
The District provides specialized staff to meet student needs for students attending in the member districts. This collaborative method of purchasing service for low incidence areas provides for the following: (a) cost effectiveness because staff can be shared; (b) highly trained short-term substitutes when districts have these specialists on leave; and, (c) ability to purchase only partial FTEs when a full time FTE is not needed. These services include the following specialists: autism, blind and vision impaired, mental health support, nursing, occupational therapy, certified occupational therapy assistants, physically impaired, physical therapy, speech/language therapy, deaf/hard of hearing teachers, audiologists, sign language interpreters, interveners for the deaf/blind, and signing education assistants.
- 2. Budget assumptions.** The board approved budget assumptions for the 2010-2011 school year.
- 3. Bid award approval was obtained for ceiling and light improvements at Capitol View Center.** The board discussed the pros and cons of approving this \$154,000 expenditure given the current facilities planning study underway. The question focused on whether the benefits of this improvement would benefit the district long-term if the building were later determined to not be included in the long-term plan for the district. Both points of view were acknowledged to have merit. The vote was 4-2 in favor of awarding the bid.
- 4. The lease amendment for the WELS-North site was approved.** Due to enrollment which is over capacity at the Transition site, an agreement for six months was needed to move about 20 older students over to this site adjacent to

WELS-North. These students will likely graduate to the regular WELS-North program next year if they remain with the District.

5. **The contract for the Classified Confidential employees was approved.** This group developed consensus on its contract within the parameters of the District's desire to obtain a "soft freeze" for all employees. The total package cost for the two years is 3.68%.

## CHECK REGISTER

**Feb-10**

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
365486	Clear	\$100.00	02/04/10	07887	AARON MOREN
365487	Clear	\$264.00	02/04/10	03455	AARP
365488	Clear	\$160.00	02/04/10	03455	AARP
365489	Clear	\$248.00	02/04/10	03455	AARP
365490	Clear	\$544.00	02/04/10	00059	AFTON ALPS SKI AREA
365491	Clear	\$3,520.00	02/04/10	00059	AFTON ALPS SKI AREA
365492	Clear	\$10.00	02/04/10	07840	ALLISON WINTER
365493		\$10.00	02/04/10	07877	ALLY DESJARDINS
365494	Clear	\$16.50	02/04/10	00788	ANNE ERICKSON
365495		\$9.80	02/04/10	07890	ANNE SELBITSCHKA
365496	Clear	\$70.00	02/04/10	00106	ARCTC-AMERICAN RED CROSS
365497	Clear	\$40.00	02/04/10	07865	AUSTIN HELGESON
365498	Clear	\$34.00	02/04/10	07874	BARBARA ANN WILKINS
365499	Clear	\$23.69	02/04/10	02530	BETHANY SNEDEN
365500	Clear	\$70.00	02/04/10	05281	BILL FORBROOK
365501	Clear	\$7,323.79	02/04/10	03340	BIX PRODUCE CO
365502	Clear	\$1,615.68	02/04/10	03057	BRAD BERGIE
365503	Clear	\$70.00	02/04/10	07183	BRAD REKSTAD
365504	Clear	\$129.00	02/04/10	07192	BRIAN INGRAM
365505	Clear	\$372.70	02/04/10	00353	BROWN'S ICE CREAM
365506	Clear	\$213.50	02/04/10	04738	BRUCE DJOCK REPAIR
365507	Clear	\$20.00	02/04/10	06024	BRYAN THELL
365508	Clear	\$675.00	02/04/10	07451	CAMBIUM LEARNING TECHNOLOGIES
365509	Clear	\$259.17	02/04/10	06158	CAROL MAGER
365510	Clear	\$134.11	02/04/10	00414	CAROLINA BIOLOGICAL SUPPLY CO
365511	Clear	\$21.00	02/04/10	00169	CATHERINE (KATIE) ARVESEN
365512	Clear	\$77.00	02/04/10	05280	CHRIS BOTHE
365513	Clear	\$10.00	02/04/10	07889	CHRISTINE MOE
365514	Clear	\$84.00	02/04/10	05926	CHRISTOPHER MOORE
365515	Clear	\$516.00	02/04/10	06754	COMMANDING EDGE INC
365516	Clear	\$72.00	02/04/10	07878	CORLYCE GRANT
365517	Clear	\$255.00	02/04/10	07088	CUSTOM WATER WORKS
365518	Clear	\$129.00	02/04/10	07883	DAN DELMONICO
365519	Clear	\$226.13	02/04/10	00697	DEBORAH DRISCOLL
365520	Clear	\$189.99	02/04/10	03433	DELL COMPUTER CORP.
365521	Clear	\$7,392.10	02/04/10	03328	DIVERSIFIED SNACK DIVISION
365522	Clear	\$924.00	02/04/10	00678	DOMINO'S PIZZA
365523	Clear	\$68.75	02/04/10	07895	DONUTS DELUXE MINNESOTA INC
365524	Clear	\$125.00	02/04/10	07896	DUNK N JUMP
365525	Clear	\$70.00	02/04/10	07884	DWAYNE STARR
365526	Clear	\$1,585.00	02/04/10	00714	EAGLE SCREEN PRINTING
365527	Clear	\$2,024.59	02/04/10	06030	EARTHGRAINS BAKING CO.INC
365528	Clear	\$31.50	02/04/10	00718	EAST BAY-DEPT 5374
365529	Clear	\$404.00	02/04/10	07886	EAU CLAIRE JAZZ FESTIVAL
365530	Clear	\$896.95	02/04/10	00757	ELECTRONIX EXPRESS
365531	Clear	\$51.33	02/04/10	04887	ERICA RYAN
365532	Clear	\$216.41	02/04/10	00129	ERIKA ANDERSON
365533	Clear	\$48,187.03	02/04/10	06819	FIRST STUDENT
365534	Clear	\$209.70	02/04/10	00840	FISHER SCIENCE EDUCATION
365535	Clear	\$54.00	02/04/10	03051	GINA ZITZER
365536	Clear	\$100.45	02/04/10	04015	HAAN CRAFTS
365537	Clear	\$1,041.65	02/04/10	01038	HAAS MUSICAL INSTRUMENT REPAIR
365538	Clear	\$130.75	02/04/10	01116	HERITAGE PRINTING
365539	Clear	\$1,275.53	02/04/10	07846	HISTORIC CONCORD EXCHANGE BUILDING

# CHECK REGISTER

Feb-10

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
365540	Clear	\$250.00	02/04/10	07893	HOWARD BRYANT
365541	Clear	\$523.00	02/04/10	03331	I.S.D # 622 COMMUNITY ED
365542	Clear	\$598.75	02/04/10	01231	INTERSTATE MUSIC SUPPLY
365543	Clear	\$30.85	02/04/10	07868	JAMES HAHN
365544	Clear	\$74.00	02/04/10	07882	JARED MOCH
365545	Clear	\$148.60	02/04/10	04152	JEAN OSWALD
365546	Clear	\$1,153.34	02/04/10	02152	JEFF POESCHL
365547	Clear	\$72.00	02/04/10	07197	JENNIFER OLSON
365548	Clear	\$446.33	02/04/10	01691	JENNY MERTHAN
365549	Clear	\$57.00	02/04/10	01276	JHF -JOHN HENRY FOSTER
365550	Clear	\$188.00	02/04/10	07885	JOE LEIF
365551	Clear	\$107.00	02/04/10	07195	JOSH KOCH
365552	Clear	\$228.20	02/04/10	05158	JULIE POOLER
365553	Clear	\$129.00	02/04/10	05163	JUSTIN SCHWANTES
365554	Clear	\$265.80	02/04/10	01365	K-LOG, INC
365555	Clear	\$72.00	02/04/10	06311	KAREN PIERSON
365556	Clear	\$82.00	02/04/10	01950	KATHE NICKLEBY
365557	Clear	\$209.99	02/04/10	06257	KATHRYN BERGMANN
365558	Clear	\$13,073.78	02/04/10	03378	KELLY SERVICES, INC
365559	Clear	\$34.00	02/04/10	04225	KEVIN DONOVAN
365560	Clear	\$14.15	02/04/10	07873	KHRIS CAMERON
365561	Clear	\$377.25	02/04/10	07572	KORY ANDRY
365562	Clear	\$33.98	02/04/10	04205	KRISTIN HEAGLE
365563	Clear	\$20.00	02/04/10	07811	KYLE THELL
365564	Clear	\$551.91	02/04/10	03195	LASERPLUS, LLC
365565	Clear	\$2,252.54	02/04/10	05872	LEGO EDUCATION
365566	Clear	\$56.73	02/04/10	07119	LESA BRANDT
365567	Clear	\$21.50	02/04/10	05495	LIFELINE AMPLIFICATION SYSTEMS
365568	Clear	\$141.30	02/04/10	07606	LOFFLER COMPANY INC
365569	Clear	\$10.00	02/04/10	07825	LUKE SCHARRER
365570	Clear	\$5,935.27	02/04/10	03182	MADISON NATIONAL LIFE
365571	Clear	\$37.48	02/04/10	01557	MAHTOMEDI AUTO SERVICE
365572	Clear	\$5,542.05	02/04/10	07315	MAHTOMEDI YOUTH LACROSSE ASSN
365573	Clear	\$2,080.00	02/04/10	06101	MARGRET SWANSON
365574	Clear	\$53.00	02/04/10	06191	MARK HERMES
365575	Clear	\$20.78	02/04/10	03161	MARK LEFEBER
365576	Clear	\$34.00	02/04/10	07875	MARY JOHNSON
365577	Clear	\$75.00	02/04/10	01610	MASBO
365578	Clear	\$280.39	02/04/10	01139	MATTHEW HOFFMAN
365579	Clear	\$300.00	02/04/10	07888	MESI
365580	Void	\$80.00	02/04/10	01699	METRO ECSU
365581	Clear	\$77.00	02/04/10	07248	MICHAEL HEIM
365582	Clear	\$71.15	02/04/10	01716	MICHELLE (SHELLEY) MITCHELL
365583	Clear	\$60.00	02/04/10	07894	MICHELLE WARNER
365584	Clear	\$129.00	02/04/10	07259	MIKE DIEBOLD
365585	Clear	\$94.87	02/04/10	01681	NANCY MELQUIST
365586		\$132.00	02/04/10	05488	NANETTE CHOW
365587	Clear	\$100.00	02/04/10	07879	NICK BRAUNIG
365588	Clear	\$150.00	02/04/10	02043	ON SITE SANITATION INC
365589	Clear	\$2,723.07	02/04/10	05985	PAMS LUNCHROOM LLC
365590	Clear	\$74.00	02/04/10	07238	PAT CAREY
365591	Clear	\$112.52	02/04/10	00580	PATRICK CROTHERS
365592	Clear	\$56.47	02/04/10	02161	POPP.COM INC
365593	Clear	\$4,234.79	02/04/10	06292	RICHARD CLARK

## CHECK REGISTER

**Feb-10**

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
365594	Clear	\$53.00	02/04/10	05092	RICK WALZ
365595	Clear	\$16.23	02/04/10	04220	ROBERTA SMITH
365596	Clear	\$378.86	02/04/10	02360	SAMMONS/PRESTON ROLYAN
365597	Clear	\$19.80	02/04/10	02406	SCHMITT MUSIC COMPANY
365598	Clear	\$97.28	02/04/10	02413	SCHOLASTIC INC
365599	Clear	\$1,779.20	02/04/10	03467	SCHOOL SPECIALTY
365600	Clear	\$96.97	02/04/10	02420	SCHOOL SPECIALTY INC
365601	Clear	\$546.75	02/04/10	07674	SHEFFIELD, OLSON & MCQUEEN DBA GREAT GASB
365602	Clear	\$1,050.00	02/04/10	03123	SHEILA MERZER M A
365603	Clear	\$1,137.66	02/04/10	02552	SOUTHPAW ENTERPRISES INC
365604	Clear	\$250.00	02/04/10	02578	SPRINGSTED INC
365605	Clear	\$141.57	02/04/10	00553	STAPLES/CORPORATE EXPRESS
365606	Clear	\$22.61	02/04/10	02614	STECK VAUGHN CO / HM RECEIVABLES CO
365607	Clear	\$1,330.90	02/04/10	03088	STEVE HAMMERSCHMIDT
365608	Clear	\$40.25	02/04/10	04198	TAMS-WITMARK MUSIC LIBRARY INC
365609	Clear	\$1,170.10	02/04/10	02724	TEXTBOOK WAREHOUSE
365610	Clear	\$27.00	02/04/10	06273	THE METAL DOCTOR
365611	Clear	\$964.00	02/04/10	02748	TIES
365612	Clear	\$30.00	02/04/10	07876	TIMOTHY RETTNER
365613	Clear	\$107.00	02/04/10	05204	TODD BANNIE
365614	Clear	\$880.01	02/04/10	02784	TRI STATE BOBCAT INC
365615	Clear	\$165.00	02/04/10	02825	UNIVERSITY OF MINNESOTA
365616	Clear	\$30.41	02/04/10	02858	VERIZON WIRELESS
365617	Clear	\$44.95	02/04/10	04788	WATER CARE
365618	Clear	\$242.54	02/04/10	02926	WESTERN PSYCHOLOGICAL SERVICE
365619	Clear	\$49,728.67	02/04/10	00723	XCEL ENERGY
365620	Clear	\$184.00	02/04/10	03017	XEROX CORPORATION
365621	Clear	\$417.99	02/11/10	06864	AC SUPPLY CO
365622	Clear	\$3,026.00	02/11/10	07899	ACRES FOR LIFE INC
365623	Clear	\$1,197.56	02/11/10	00153	AES-APPLIED ENVIRONMENTAL SCIENCES INC
365624	Clear	\$256.00	02/11/10	06050	ANDREW STEWARD
365625	Clear	\$74.00	02/11/10	06351	ANTHONY FONTAINE
365626	Clear	\$299.99	02/11/10	06973	BELINDA LEWIS
365627	Clear	\$2,482.50	02/11/10	03196	BF LAUZON ENTERPRISES INC
365628		\$147.00	02/11/10	05134	BILL CAPOCAST
365629	Clear	\$77.00	02/11/10	06308	BRAD BAKER
365630	Clear	\$450.00	02/11/10	05320	BRIAN W.LANGE
365631	Clear	\$34.00	02/11/10	07898	BRUCE OR RENEE SAMPSON
365632	Clear	\$299.93	02/11/10	00077	BRYAN ALLEN
365633	Clear	\$70.00	02/11/10	07184	CASEY WEST
365634	Clear	\$944.90	02/11/10	03115	CHARLES LINDERKAMP
365635	Clear	\$3,623.05	02/11/10	00406	CHASE CARD SERVICE/BANK ONE
365636	Clear	\$90.00	02/11/10	06343	CHRIS KELLER
365637	Clear	\$55.38	02/11/10	05926	CHRISTOPHER MOORE
365638	Clear	\$7.87	02/11/10	01832	CINDY MORRIEM
365639	Clear	\$124.57	02/11/10	05601	CRAIG MICKELSON
365640	Clear	\$69.85	02/11/10	00583	CRYSTAL PRODUCTIONS
365641	Clear	\$186.85	02/11/10	00594	CYNMAR CORPORATION
365642	Clear	\$371.28	02/11/10	00599	DALCO
365643	Clear	\$70.00	02/11/10	05334	DAVE ROSGA
365644	Clear	\$64.26	02/11/10	07769	DAVID SORENSON
365645	Clear	\$53.00	02/11/10	05103	DON BOWMAN
365646	Clear	\$264.54	02/11/10	00679	DONATELLI'S

## CHECK REGISTER

**Feb-10**

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
365647	Clear	\$151.61	02/11/10	00725	ECKROTH MUSIC COMPANY
365648	Clear	\$138.00	02/11/10	03241	ELECTRONIC DESIGN CO
365649	Clear	\$107.00	02/11/10	07903	ERIC ARNDT
365650	Clear	\$1,059.50	02/11/10	07629	ERIC JOHNSON
365651	Clear	\$744.21	02/11/10	00787	ERICKSON OIL PRODUCTS INC
365652	Clear	\$568.86	02/11/10	00803	EXPRESS PERSONNEL SERVICES INC
365653	Clear	\$39.57	02/11/10	00817	FEDEX
365654	Clear	\$79,075.28	02/11/10	06819	FIRST STUDENT
365655	Clear	\$128.56	02/11/10	06697	FRATTALLONE'S ACE HARDWARE STORES
365656	Clear	\$553.73	02/11/10	00929	GCS SERVICE INC
365657	Clear	\$77.00	02/11/10	04873	GENE WARNER
365658	Clear	\$61.20	02/11/10	00987	GRAINGER
365659	Clear	\$129.00	02/11/10	07904	GRANT KLECHEFSKI
365660	Clear	\$130.00	02/11/10	03081	GRAY SEEVER
365661	Clear	\$6,530.58	02/11/10	06935	HASTINGS CO-OP CREAMERY CO.
365662	Clear	\$135.14	02/11/10	06921	HAYLEY WENDER
365663	Clear	\$53.00	02/11/10	07122	HERMAN P.GUTTTERMAN JR
365664	Clear	\$575.00	02/11/10	01173	HUMAN SERVICES INC
365665	Clear	\$7,281.83	02/11/10	01173	HUMAN SERVICES INC
365666	Clear	\$82.00	02/11/10	06872	ISTE
365667	Clear	\$450.00	02/11/10	05318	JAMES E.RATTE SR
365668	Clear	\$129.00	02/11/10	06287	JEFF SHIE
365669	Clear	\$53.00	02/11/10	05302	JESSICA DOOLEY
365670	Clear	\$450.00	02/11/10	05319	JOAN J.RATTE
365671	Clear	\$77.00	02/11/10	07262	JOE KLOETZKE
365672	Clear	\$70.00	02/11/10	06247	JOE LANGEVIN
365673	Clear	\$53.00	02/11/10	05143	JOE MICHALITSCH
365674	Clear	\$53.00	02/11/10	06376	JOHN HOLINE
365675	Clear	\$129.00	02/11/10	07272	JOSH HERZOG
365676	Clear	\$376.47	02/11/10	02921	JUDY WERNER
365677		\$129.00	02/11/10	07808	KATHY NIETERS
365678	Clear	\$70.00	02/11/10	07905	KATIE LUKAUICH
365679	Clear	\$7,229.99	02/11/10	03378	KELLY SERVICES, INC
365680	Clear	\$129.00	02/11/10	06209	KERRY COLYER
365681	Clear	\$1,591.60	02/11/10	01354	KING TECHNOLOGIES (APC DIV )
365682	Clear	\$168.98	02/11/10	01372	KNOWLAN'S SUPER MARKETS
365683	Clear	\$74.29	02/11/10	01400	KULLY SUPPLY COMPANY
365684	Clear	\$925.97	02/11/10	03195	LASERPLUS, LLC
365685	Clear	\$747.01	02/11/10	07606	LOFFLER COMPANY INC
365686	Clear	\$171.00	02/11/10	03490	MARIANNE THOLE
365687		\$77.12	02/11/10	05263	MARIE SORTLAND
365688	Clear	\$30.62	02/11/10	01101	MARY JO HEI
365689		\$50.00	02/11/10	05646	MATT PETERSON
365690		\$450.00	02/11/10	04051	MINNESOTA ZOOMOBILE
365691	Clear	\$310.00	02/11/10	06420	NATHAN GUSTAFSON
365692	Clear	\$248.00	02/11/10	04488	ORANGE TREE EMPLOYMENT SCREENING
365693	Clear	\$302.00	02/11/10	03538	PARTSTOCK COMPUTER
365694	Clear	\$1,496.00	02/11/10	02141	PINE TREE APPLE ORCHARD
365695	Clear	\$95.53	02/11/10	06012	PREMIUM WATERS INC
365696	Clear	\$2,014.18	02/11/10	02227	QWEST
365697	Clear	\$1,900.00	02/11/10	02257	REHBEIN TRANSIT INC
365698	Clear	\$193.60	02/11/10	02301	RIVERSIDE PUBLISHING CO/HN REC.CO LLC
365699	Clear	\$77.00	02/11/10	07180	SHAWN WALFOORT
365700	Clear	\$1,450.00	02/11/10	03123	SHEILA MERZER M A

# CHECK REGISTER

**Feb-10**

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
365701	Clear	\$779.16	02/11/10	02494	SIMPLEXGRINNELL LP
365702	Clear	\$17,500.00	02/11/10	02585	ST CROIX VALLEY RECREATION CE
365703	Clear	\$2,609.86	02/11/10	00553	STAPLES/CORPORATE EXPRESS
365704	Clear	\$70.00	02/11/10	05257	STEPHEN WINFIELD
365705		\$70.00	02/11/10	05335	STEVE ROSGA
365706	Clear	\$120.00	02/11/10	07175	STILLWATER HIGH SCHOOL
365707	Clear	\$149.50	02/11/10	03336	STRATEGIC EQUIPMENT
365708	Clear	\$15.70	02/11/10	02777	TERRY TRAUTMAN
365709	Clear	\$57.40	02/11/10	02724	TEXTBOOK WAREHOUSE
365710	Clear	\$28.93	02/11/10	06273	THE METAL DOCTOR
365711	Clear	\$10,482.50	02/11/10	06157	THERMEX CORP.
365712	Clear	\$77.00	02/11/10	06226	THOMAS ANDERSON
365713	Clear	\$533.00	02/11/10	02747	TIERNEY BROTHERS INC
365714	Clear	\$68.13	02/11/10	02748	TIES
365715	Clear	\$74.42	02/11/10	03181	TIES/WATS
365716		\$22.00	02/11/10	07901	TIM & VERONICA BANDY
365717	Clear	\$70.00	02/11/10	05428	TOM GLYNN
365718	Clear	\$1,315.88	02/11/10	03345	TRIO SUPPLY CO
365719	Clear	\$70.00	02/11/10	07906	TROY WANLESS
365720		\$50.00	02/11/10	05304	TYSON GERDES
365721	Clear	\$175.00	02/11/10	04027	ULTIMATE DRAIN SERVICES, INC
365722	Clear	\$27,100.55	02/11/10	06934	US FOODSERVICE INC
365723	Clear	\$79.55	02/11/10	02873	VOSS LIGHTING
365724	Clear	\$60.00	02/11/10	02902	WASHINGTON COUNTY
365725	Clear	\$2,325.24	02/11/10	02903	WASTE MANAGEMENT-BLAINE MN
365726		\$50.00	02/11/10	05751	WYATT SEE
365727	Clear	\$288.19	02/11/10	03017	XEROX CORPORATION
365728	Clear	\$9,333.25	02/11/10	03017	XEROX CORPORATION
365729	Unissued	\$0.00	02/11/10	03017	XEROX CORPORATION
365730	Clear	\$750.00	02/11/10	03029	YOUTH FRONTIERS INC
365731	Clear	\$432.94	02/16/10	00094	AMERICAN FAMILY ASSURANCE
365732	Clear	\$564.00	02/16/10	01556	MAHTOMEDI AREA EDUC.FOUNDATION
365733	Clear	\$320.00	02/16/10	01740	MINN NCPERS GROUP LIFE INS
365734	Clear	\$9.90	02/16/10	01888	NATIONAL INSURANCE SERVICES
365735	Clear	\$705.50	02/16/10	02017	OFFICE & PROFESSIONAL
365736	Clear	\$783.84	02/16/10	02048	OPERATING ENGINEERS LOCAL #70
365737	Clear	\$67.08	02/16/10	01499	UNITE HERE LOCAL 17
365738	Clear	\$700.00	02/16/10	04342	WISCONSIN SCTF
365739		\$238.45	02/18/10	00009	AAA AWARDS
365740	Clear	\$398.44	02/18/10	00020	ABILITATIONS/ SCHOOL SPECIALTY
365741	Clear	\$70.00	02/18/10	07913	ABRAHAM KAO
365742	Clear	\$368.95	02/18/10	00047	ADT SECURITY SYSTEMS
365743	Clear	\$924.00	02/18/10	07615	AEGOM INTERACTIVE
365744	Clear	\$283.00	02/18/10	04896	AIR COMFORT SOLUTIONS,INC
365745	Clear	\$315.00	02/18/10	04692	ALLINA HOSPITALS & CLINICS
365746	Clear	\$794.98	02/18/10	00085	AMAZON.COM
365747		\$250.00	02/18/10	07910	AMERICAN LUNG ASSOCIATION OF MN
365748		\$95.00	02/18/10	07911	ANOKA HIGH SCHOOL(SADD)
365749	Clear	\$53.00	02/18/10	07797	ANTHONY GROFF
365750	Clear	\$46.38	02/18/10	00208	BARNES & NOBLE
365751	Clear	\$140.00	02/18/10	05281	BILL FORBROOK
365752	Clear	\$22,808.00	02/18/10	04691	BLOOMINGTON COMPENSATION INS CO
365753	Clear	\$432.44	02/18/10	03253	BOYS TOWN PRESS
365754	Clear	\$203.00	02/18/10	07284	BRAD LARSEN

## CHECK REGISTER

**Feb-10**

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
365755	Clear	\$107.00	02/18/10	07192	BRIAN INGRAM
365756	Clear	\$278.20	02/18/10	00353	BROWN'S ICE CREAM
365757	Clear	\$268.00	02/18/10	04738	BRUCE DJOCK REPAIR
365758	Clear	\$2,962.50	02/18/10	07031	CARRIE ARDITO
365759	Clear	\$356.78	02/18/10	00478	CITIBUSINESS CARD
365760	Clear	\$1,060.00	02/18/10	07266	COMPUTER EXPLORERS
365761	Clear	\$63.23	02/18/10	00538	CONSTRUCTIVE PLAYTHINGS
365762	Clear	\$453.79	02/18/10	00558	COURAGE CENTER
365763	Clear	\$459.00	02/18/10	07088	CUSTOM WATER WORKS
365764	Clear	\$727.56	02/18/10	00599	DALCO
365765	Clear	\$1,884.00	02/18/10	00678	DOMINO'S PIZZA
365766	Clear	\$252.00	02/18/10	00679	DONATELLI'S
365767		\$125.00	02/18/10	07912	EAGAN HIGH SCHOOL
365768	Clear	\$630.00	02/18/10	03969	ENERGYWISE CONSULTING,LLC
365769	Clear	\$74.00	02/18/10	07915	ERIK CHAOUCH
365770	Clear	\$359.28	02/18/10	00803	EXPRESS PERSONNEL SERVICES INC
365771	Clear	\$556.68	02/18/10	01464	G&K SERVICES
365772	Clear	\$74.00	02/18/10	05277	GARY LARSEN
365773		\$77.00	02/18/10	05315	GEORGE HEMMINGSEN
365774	Clear	\$4,271.30	02/18/10	04314	GIBSON INDUSTRIES
365775	Clear	\$672.57	02/18/10	01010	GLSPORTS
365776	Clear	\$51.53	02/18/10	00987	GRAINGER
365777	Clear	\$74.00	02/18/10	03081	GRAY SEEVER
365778	Clear	\$362,885.26	02/18/10	01096	HEALTHPARTNERS
365779	Clear	\$672.08	02/18/10	01130	HILLYARD
365780	Clear	\$43,740.00	02/18/10	03248	I.S.D # 834 STILLWATER
365781	Clear	\$100.00	02/18/10	01227	IANCICI-INTERNATIONAL ASSN OF NONVIOLENT CRIS
365782	Clear	\$35.75	02/18/10	01202	IASCO
365783	Clear	\$144.17	02/18/10	01231	INTERSTATE MUSIC SUPPLY
365784	Clear	\$105.00	02/18/10	07093	JASON PERKINS
365785	Clear	\$53.00	02/18/10	05302	JESSICA DOOLEY
365786	Clear	\$53.00	02/18/10	05143	JOE MICHALITSCH
365787	Clear	\$9.05	02/18/10	07677	JULIE MOLITOR
365788	Clear	\$53.00	02/18/10	05258	KATIE BOWMAN
365789	Clear	\$6,393.47	02/18/10	03378	KELLY SERVICES, INC
365790	Clear	\$471.21	02/18/10	06845	KITSUSA.NET
365791	Clear	\$169.13	02/18/10	01419	LAKESHORE LEARNING MATERIALS
365792	Clear	\$70.00	02/18/10	07852	LANCE WIERSMAN
365793	Clear	\$77.00	02/18/10	05541	LARRY GALLAGHER
365794	Clear	\$639.91	02/18/10	03195	LASERPLUS, LLC
365795	Clear	\$3,989.31	02/18/10	03182	MADISON NATIONAL LIFE
365796	Clear	\$4,829.10	02/18/10	07916	MAHTOMEDI FASTPITCH ASSN
365797	Clear	\$53.00	02/18/10	05188	MARK A.NESS
365798		\$90.00	02/18/10	07339	MARY HALL
365799	Clear	\$220.85	02/18/10	01684	MENARDS OAKDALE CASHWAY LUMBER
365800	Clear	\$50.45	02/18/10	01696	METRO ATHLETIC SUPPLY
365801	Clear	\$107.00	02/18/10	06349	MIKE FORYS
365802	Clear	\$70.45	02/18/10	01738	MINDWARE
365803		\$172.85	02/18/10	07871	MODEL ME KIDS
365804	Clear	\$1,084.00	02/18/10	03887	MTI DISTRIBUTING-MUSIC THEATRE INTERNATIONAL
365805	Clear	\$2,593.00	02/18/10	01971	NORTHEAST METRO 916
365806	Clear	\$240.00	02/18/10	02043	ON SITE SANITATION INC

## CHECK REGISTER

**Feb-10**

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
365807	Clear	\$126.51	02/18/10	07872	PARALLAX INC
365808	Clear	\$129.00	02/18/10	05255	PAT PFAU
365809		\$48.00	02/18/10	07252	PATRICK HARTMAN
365810	Clear	\$53.00	02/18/10	05426	PAUL ADAMS
365811		\$70.00	02/18/10	07246	PETE VRIEZE
365812	Clear	\$1,472.00	02/18/10	07034	PITSCO
365813	Clear	\$440.00	02/18/10	02165	POSTMASTER-U.S POST OFFICE
365814	Clear	\$300.00	02/18/10	02231	RAMSEY COUNTY PARKS & RECREATI
365815	Clear	\$147.00	02/18/10	07914	RICHARD BENISH
365816	Clear	\$434.00	02/18/10	04507	ROMAN MARKET INC
365817	Clear	\$53.00	02/18/10	07796	ROYCE BELL
365818	Clear	\$631.58	02/18/10	07113	SAM'S CLUB
365819	Clear	\$448.97	02/18/10	07909	SARAH FRANZWA
365820	Clear	\$208.52	02/18/10	02384	SAX ARTS & CRAFTS
365821	Clear	\$62.90	02/18/10	02420	SCHOOL SPECIALTY INC
365822	Clear	\$70.00	02/18/10	05998	SCOTT LANDY
365823	Clear	\$64.99	02/18/10	02459	SEVEN CORNERS ACE HARDWARE INC
365824	Clear	\$1,950.00	02/18/10	03123	SHEILA MERZER M A
365825	Clear	\$186.08	02/18/10	02483	SIEMENS INDUSTRY, INC
365826	Clear	\$1,062.54	02/18/10	00553	STAPLES/CORPORATE EXPRESS
365827	Clear	\$264.04	02/18/10	02610	STATE SUPPLY CO INC
365828	Clear	\$70.00	02/18/10	05193	STEVE BOHL
365829	Clear	\$1,326.80	02/18/10	03088	STEVE HAMMERSCHMIDT
365830	Clear	\$2,646.00	02/18/10	02641	STRAUSS SKATES AND BICYCLES
365831	Clear	\$238.30	02/18/10	02650	STUDENT SUPPLY
365832	Clear	\$47.72	02/18/10	07389	SUSAN HJELSETH
365833	Clear	\$3,030.11	02/18/10	02748	TIES
365834	Clear	\$76.00	02/18/10	05393	TONYA KOSTUCH
365835	Clear	\$481.25	02/18/10	04317	TREETOP PUBLISHING
365836	Clear	\$162.09	02/18/10	02784	TRI STATE BOBCAT INC
365837	Clear	\$1,129.97	02/18/10	02785	TRIARCO
365838	Clear	\$105.00	02/18/10	07140	TYLER LIVINGSTON
365839	Clear	\$262.50	02/18/10	04027	ULTIMATE DRAIN SERVICES, INC
365840		\$649.50	02/25/10	00153	AES-APPLIED ENVIRONMENTAL SCIENCES INC
365841	Clear	\$3,440.00	02/25/10	00059	AFTON ALPS SKI AREA
365842		\$2,340.00	02/25/10	03300	AGL CONSULTING
365843	Clear	\$193.10	02/25/10	00071	ALA GRAPHICS/ AMERICAN LIBRARY ASSN
365844	Clear	\$1,104.00	02/25/10	07917	ALL ABOUT LEARNING
365845	Clear	\$143.00	02/25/10	07243	AMANDA MILES
365846	Clear	\$88.00	02/25/10	07237	ANDREW CANNIFF
365847	Clear	\$49.95	02/25/10	04130	BIGGER FASTER STRONGER
365848	Clear	\$100.00	02/25/10	07589	BLAINE HIGH SCHOOL
365849	Clear	\$677.59	02/25/10	00659	BLICK ART MATERIALS
365850	Clear	\$77.00	02/25/10	07221	BOB SYNDER
365851	Clear	\$1,795.20	02/25/10	03057	BRAD BERGIE
365852	Clear	\$70.00	02/25/10	07922	BRAD YORKOVICH
365853	Clear	\$55.85	02/25/10	00420	CARSON-DELLOSA PUB CO INC
365854	Clear	\$606.90	02/25/10	03115	CHARLES LINDERKAMP
365855	Clear	\$62.08	02/25/10	00487	CLASSROOM DIRECT / SCHOOL SPECIALTY
365856	Clear	\$204.00	02/25/10	07088	CUSTOM WATER WORKS
365857	Clear	\$1,866.20	02/25/10	00599	DALCO
365858		\$80.00	02/25/10	07925	DANIEL EKEROTH
365859		\$70.00	02/25/10	07662	DAVE KELLER
365860	Clear	\$77.00	02/25/10	06187	DAVID CONWAY

## CHECK REGISTER

**Feb-10**

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
365861	Clear	\$2,508.50	02/25/10	06978	DAVID W. PETERSON
365862	Clear	\$2,400.00	02/25/10	03742	DISTRIBUTED WEBSITE CORPORATION
365863	Clear	\$984.00	02/25/10	00678	DOMINO'S PIZZA
365864		\$1,700.00	02/25/10	00714	EAGLE SCREEN PRINTING
365865	Clear	\$5,348.00	02/25/10	00716	EARL F ANDERSEN, INC
365866		\$1,721.20	02/25/10	07629	ERIC JOHNSON
365867	Clear	\$222.20	02/25/10	00981	GOPHER STAGE LIGHTING
365868	Clear	\$97.79	02/25/10	00987	GRAINGER
365869	Clear	\$385.56	02/25/10	04015	HAAN CRAFTS
365870	Clear	\$654.09	02/25/10	01130	HILLYARD
365871	Clear	\$350.00	02/25/10	01156	HOMEWARD BOUND THEATRE COMPANY
365872	Clear	\$520.00	02/25/10	03408	INTERMEDIATE DISTRICT 287
365873		\$77.00	02/25/10	07921	JACK PEICK
365874	Clear	\$300.00	02/25/10	07907	JAMES E.WILLIAMS
365875	Clear	\$36.71	02/25/10	07923	JOHN FETROW
365876	Clear	\$143.00	02/25/10	07302	JULIA OTTO
365877	Clear	\$107.29	02/25/10	07920	KAMAN INDUSTRIAL TECHNOLOGIES
365878	Clear	\$90.44	02/25/10	01319	KAPLAN SCHOOL SUPPLY CORP
365879		\$350.00	02/25/10	07926	KATHLEEN HORST
365880		\$53.00	02/25/10	05568	KEN COOPER
365881	Clear	\$129.20	02/25/10	01479	LIBRARY VIDEO COMPANY
365882		\$670.00	02/25/10	07149	LINDA NORDGREN
365883	Clear	\$160.00	02/25/10	01539	MACKIN LIBRARY MEDIA
365884	Clear	\$198.50	02/25/10	07588	MARKEL SALES
365885	Clear	\$104.95	02/25/10	04181	MIDWEST AUDIO VISUAL, INC.
365886	Clear	\$135.00	02/25/10	01813	MN DEC-CEC MN COUNCIL OF EXCEPTIONAL CHILDREN
365887	Clear	\$77.00	02/25/10	07924	NATHAN BALZER
365888	Clear	\$10,854.57	02/25/10	01971	NORTHEAST METRO 916
365889	Clear	\$787.50	02/25/10	01971	NORTHEAST METRO 916
365890	Clear	\$687.09	02/25/10	03375	PARTNERS BOOK DIST.CO
365891	Clear	\$929.00	02/25/10	03538	PARTSTOCK COMPUTER
365892	Clear	\$1,537.98	02/25/10	02145	PITNEY BOWES / PURCHASE POWER
365893		\$132.00	02/25/10	02165	POSTMASTER-U.S POST OFFICE
365894	Clear	\$523.55	02/25/10	02180	PRESS PUBLICATIONS
365895	Clear	\$19,504.00	02/25/10	03531	PROFESSIONAL TRAVEL
365896	Clear	\$3,699.20	02/25/10	03136	RATWIK ROSZAK & MALONEY P A
365897	Clear	\$294.00	02/25/10	04507	ROMAN MARKET INC
365898	Clear	\$1,216.99	02/25/10	02367	SAM'S CLUB
365899	Clear	\$113.30	02/25/10	02406	SCHMITT MUSIC COMPANY
365900	Clear	\$622.06	02/25/10	02420	SCHOOL SPECIALTY INC
365901	Clear	\$546.75	02/25/10	07674	SHEFFIELD, OLSON & MCQUEEN DBA GREAT GASB
365902		\$73.44	02/25/10	07919	SHELBY SORENSON
365903	Clear	\$879.96	02/25/10	02569	SPORTIME
365904	Clear	\$7,200.00	02/25/10	02581	ST CROIX BOAT & PACKET CO
365905	Clear	\$1,846.33	02/25/10	00553	STAPLES/CORPORATE EXPRESS
365906	Clear	\$1,700.00	02/25/10	02658	SUCCESS BEYOND THE CLASSROOM
365907	Clear	\$519.29	02/25/10	04176	SUNBURST CHEMICALS, INC.
365908	Clear	\$70.00	02/25/10	04927	TIM MCGOWAN
365909	Clear	\$70.00	02/25/10	05336	TOM HEIDRICK
365910	Clear	\$1,004.01	02/25/10	03345	TRIO SUPPLY CO
365911	Clear	\$33.96	02/25/10	02858	VERIZON WIRELESS
365912	Clear	\$31.68	02/25/10	02858	VERIZON WIRELESS

## CHECK REGISTER

**Feb-10**

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
365913	Clear	\$31.32	02/25/10	02896	WARD'S NATURAL SCIENCE EST,LLC
365914	Clear	\$7,097.66	02/25/10	02916	WELSH COMPANIES LLC
365915	Clear	\$150.75	02/25/10	02946	WHITE BEAR LOCKSMITH
365916	Clear	\$5.25	02/25/10	02984	WINNICK SUPPLY INC
365917	Clear	\$642.02	02/25/10	00723	XCEL ENERGY
365918		\$80.00	02/26/10	06621	BETH TRADUP
365919	Clear	\$80.00	02/26/10	03087	ERIKA HAMMERSCHMIDT
365920		\$80.00	02/26/10	06632	KATHY CROCKETT
80000003	Clear	\$122.69	02/18/10	99999	Baker, Lori J
80000004	Clear	\$64.31	02/18/10	99999	Ryan, Erica M
80000005	Clear	\$95.24	02/18/10	99999	Robinson, Susan
80000006	Clear	\$58.12	02/18/10	99999	Warren, Jeanna S
80000007	Clear	\$26.13	02/18/10	99999	Connelly, Barbara
80000008	Clear	\$105.60	02/18/10	99999	Connelly, Barbara
80000009	Clear	\$57.75	02/18/10	99999	Connelly, Barbara
80000010	Clear	\$21.45	02/18/10	99999	Connelly, Barbara
80000011	Clear	\$54.00	02/18/10	99999	Connelly, Barbara
80000012	Clear	\$43.25	02/18/10	99999	Lefebber, Mark B
80000013	Clear	\$1,820.38	02/18/10	99999	Fesser, Stacy T
80000014	Clear	\$210.21	02/18/10	99999	Viker, Lynne M
80000015	Clear	\$375.00	02/18/10	99999	Pontious, Robert
80000016	Clear	\$114.53	02/18/10	99999	Gerver, Laurie
80000017	Clear	\$17.05	02/18/10	99999	Swanson, Jean M
80000018	Clear	\$126.77	02/18/10	99999	Walch, Amy F
80000019	Clear	\$299.00	02/18/10	99999	Radabaugh-Triplat, Stacy
80000020	Clear	\$16.70	02/18/10	99999	Lovgren, Dyan L
80000021	Clear	\$102.09	02/18/10	99999	Warren, Jeanna S
80000022	Clear	\$450.43	02/18/10	99999	Werner, Judy M
80000023	Clear	\$78.75	02/18/10	99999	Werner, Judy M
80000024	Clear	\$13.20	02/25/10	99999	Lorenz, Laura L
80000025	Clear	\$197.34	02/25/10	99999	Strege, Bonny K
80000026	Clear	\$34.00	02/25/10	99999	Woeltge, Maureen M
80000027	Clear	\$24.24	02/25/10	99999	Carlson, Debra K
80000028	Clear	\$155.36	02/25/10	99999	Brunner, Gretchen
80000029	Clear	\$110.49	02/25/10	99999	Brunner, Gretchen
80000030	Clear	\$46.05	02/25/10	99999	James, Carolyn M
80000031	Clear	\$5.45	02/25/10	99999	Gilbertson, Helen
80000032	Clear	\$1,127.11	02/25/10	99999	Beaulieu, Lorraine
80000033	Clear	\$120.00	02/25/10	99999	Winkelman, Kathryn
80000034	Clear	\$41.96	02/25/10	99999	Armstrong, Sandra
80000035	Clear	\$358.53	02/25/10	99999	Deragisch, Carissa
80000036	Clear	\$115.98	02/25/10	99999	Hering, James P
80000037	Clear	\$155.73	02/25/10	99999	Cordek, Susan
80000038	Clear	\$32.38	02/25/10	99999	Tentis, Gretchen
80000039	Clear	\$93.98	02/25/10	99999	Donovan, Julie A
80000040	Clear	\$50.50	02/25/10	99999	Klinkhammer, Pam
80000041	Clear	\$31.00	02/25/10	99999	Counihan, Lynda
	<b>CK AMT</b>	<b>\$992,087.05</b>			

MAHTOMEDI CONSTRUCTION PAYMENTS - JANUARY 31, 2010 - FEBRUARY 28, 2010

<u>Check Number</u>	<u>Date</u>	<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Code</u>
365711	2/11/10	Thermex Corporation	Invoice #927602 HVAC at O.H.Anderson	\$10,295.00	06-665-870-000-305-000
		<b>TOTAL</b>		<b>\$10,295.00</b>	

**INDEPENDENT SCHOOL DISTRICT #832  
WIRE TRANSFER TRANSACTIONS  
MONTH OF FEBRUARY 2010**

<u>DATE</u>	<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
2/2/10	State of Minnesota	MN Trust	\$110.00	direct state payment
2/9/10	MN Trust	MSDLAF	\$1,100,000.00	cover checks
2/12/10	State of Minnesota	MN Trust	\$165,348.14	direct state payment
2/12/10	State of Minnesota	MN Trust	\$10,161.51	direct state payment
2/12/10	US Bank	Peoples Bank of Commerce-EBC Flex	\$8,736.35	flex benefits
2/12/10	US Bank	Mid State Corp Federal CU	\$10,795.85	MEA teachers union dues
2/12/10	US Bank	Central Bank	\$892.43	para union dues
2/12/10	MSDLAF	US Bank	\$494,674.61	cover checks
2/12/10	US Bank	IRS	\$180,310.87	federal & fica taxes
2/12/10	US Bank	MN Dept of Revenue	\$30,076.90	state payroll taxes
2/12/10	US Bank	Public Emp. Retirement Assoc.	\$20,225.34	pera retirement
2/12/10	US Bank	Mn Teachers Retirement	\$69,214.28	teachers retirement
2/12/10	US Bank	SOMI Funding	\$58,709.18	TSA payment
2/12/10	US Bank	State Street Bank	\$292.21	Deferred Comp
2/15/10	State of Minnesota	MN Trust	\$845,019.53	direct state payment
2/16/10	State of Minnesota	MN Trust	\$97,852.30	direct state payment
2/17/10	MN Trust	MSDLAF	\$300,000.00	cover checks
2/19/10	State of Minnesota	MN Trust	\$14,860.64	direct state payment
2/22/10	State of Minnesota	MN Trust	\$1,547.86	direct state payment
2/23/10	MN Trust	MSDLAF	\$1,500,000.00	cover checks
2/26/10	US Bank	Peoples Bank of Commerce-EBC Flex	\$8,736.35	flex benefits
2/26/10	US Bank	Mid State Corp Federal CU	\$10,795.85	MEA teachers union dues
2/26/10	US Bank	Central Bank	\$892.43	para union dues
2/26/10	MSDLAF	US Bank	\$747,789.76	cover checks
2/26/10	US Bank	IRS	\$250,274.70	federal & fica taxes
2/26/10	US Bank	MN Dept of Revenue	\$38,257.34	state payroll taxes
2/26/10	US Bank	Public Emp. Retirement Assoc.	\$19,993.00	pera retirement
2/26/10	US Bank	Mn Teachers Retirement	\$79,975.36	TRA payment
2/26/10	US Bank	SOMI Funding	\$58,252.73	TSA payment
2/26/10	US Bank	State Street Bank	\$292.21	Deferred Comp
2/28/10	State of Minnesota	MN Trust	\$1,129,526.56	direct state payment

**EXTRACT OF MINUTES OF A MEETING  
OF THE SCHOOL BOARD  
OF INDEPENDENT SCHOOL DISTRICT NO. 832  
(MAHTOMEDI PUBLIC SCHOOLS)  
STATE OF MINNESOTA**

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 832 (Mahtomedi Public Schools), State of Minnesota, was duly held in said school district on March 11, 2010, at 7:00 p.m. for the purpose, in part, of adopting a resolution appointing election judges.

Member \_\_\_\_\_ moved the adoption of the following Resolution:

**RESOLUTION APPOINTING ELECTION JUDGES  
FOR THE APRIL 27, 2010  
SCHOOL DISTRICT SPECIAL ELECTION**

BE IT RESOLVED by the School Board of Independent School District No. 832, State of Minnesota, as follows:

1. The election judges appointed by Washington County, each of whom is qualified to serve as an election judge, are hereby appointed as judges of election for the school district's special election on April 27, 2010, to act as such at the combined polling place: District Education Center, 1520 Mahtomedi Avenue, Mahtomedi.
2. The election judges shall act as clerks of election, count the ballots, cast and submit the results to the school board for canvass in the manner provided for other school district elections.

The motion for the adoption of the foregoing resolution was duly second by \_\_\_\_\_ . The following voted in favor thereof: \_\_\_\_\_ and the following voted against: \_\_\_\_\_ whereupon said resolution was declared duly passed and adopted.