

**INDEPENDENT SCHOOL DISTRICT #832**  
**REGULAR MEETING – BOARD OF EDUCATION**  
Thursday, January 13, 2011 - 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 BY TEMPORARY CHAIRPERSON
2. ROLL CALL OF ATTENDANCE
3. APPROVAL OF THE AGENDA
4. APPROVAL OF THE CONSENT AGENDA - See #15 for Consent Agenda Items
5. ORGANIZATIONAL MATTERS 6
  - A. Swearing In of School Board Members 7
  - B. Election of Chairperson
  - C. Election of Clerk/Vice Chair
  - D. Election of Treasurer
  - E. Salaries of Board Members and Officers (Review of Policy 202.1-School Board Compensation) 8
  - F. Consideration of Board Member Appointments for 2011 10
6. PRESENTATIONS/RECOGNITION
  - A. Recognition of Staff
  - B. Mahtomedi Middle School - Life at the Middle School  
Presenter: Mike Neubeck/Su Sorenson/Christina Boice
7. 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.
8. REPORT FROM STUDENT REPRESENTATIVE
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B. Integration District: Educational Equity Alliance (EEA) Presenter: Mary Jo Deters	
C. Minnesota School Boards Association (MSBA) Legislative Liaison Presenter: Kevin Donovan	
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A. Approval to Pay Bills - Check No. 369428 to 369835 and 80000869 to 80000961	46
B. Approval of Wire Transfer Transactions	56
C. Approval of Revised 403B Plan Document	
D. Selection of Official School Publication: <i>White Bear Press</i>	57

- E. Selection of Official School District Depositories: *Dain Rauscher, Federal Reserve Bank of Minneapolis, First Bank of White Bear Lake, First National Bank of Minneapolis, First National Bank of St. Paul, Piper Jaffray, PMA Financial Network Inc., PMA Securities Inc., Smith Barney, Twin City Federal, and designated depositories of the Minnesota School District Liquid Asset Fund*
- F. Designation of Legal Counsel: *Kennedy & Graven; Karen Kepple at Northeast Metro 916; Knutson, Flynn & Deans; Ratwik, Roszak, and Maloney; and others as needed*
- G. Designation of Financial Advisor: *Ehlers and Associates, Inc. and Springsted, Inc.*
- H. Approval of Resolution Providing Limited Authorization for Superintendent and Business Manager to Sign Contracts 58
- I. Approval of Resolution Relating to Authorization and Use of Facsimile Signatures by School District Officers 59
- J. Authorization to Approve and Pay Vendors before School Board Meetings and Use Wire Transfers
- K. Approval of Donations/Grants Totaling \$5,316.80
  - 1. From (Anonymous) to Mahtomedi Engineering Leadership Program - \$2,000
  - 2. From Kramer-Berg American Legion Post 507 to Mahtomedi Area Community Education - \$1,500
  - 3. From (Anonymous) to Mahtomedi High School Alpine Ski Team - \$500
  - 4. From Philip and Julie Donaldson to Mahtomedi High School Alpine Ski Team - \$500
  - 5. From Christian and Anne Schwab to Mahtomedi High School Alpine Ski Team - \$500
  - 6. From Mahtomedi "M" Club to Mahtomedi High School - \$316.80
- L. Personnel
  - 1. Approval of Contracts and Work Agreements
    - a. Annette Goeser - Paraprofessional - Wildwood Elementary School (1/10/11)
    - b. Holly Hillstrom - Paraprofessional - Wildwood Elementary School (1/10/11)
    - c. Eric Johnson - Theatre Manager - Community Education (1/1/11 to 6/10/11)
    - d. Tina Lee-Jinks - ELL Paraprofessional - Wildwood Elementary School (12/13/10)
    - e. Laura Lindwall - Special Education Paraprofessional - Mahtomedi Middle School (12/15/10)
    - f. Barbara Onofrey - Paraprofessional - Wildwood Elementary School

**Agenda** - January 13, 2011

(1/10/11)

2. Approval of Leaves of Absence

- a. Brooke Carlson - Spanish Teacher - Mahtomedi Middle School (4/2/11 to 6/10/11)
- b. Rebecca Hurd - Chemistry Teacher - Mahtomedi High School (3/21/11 to 6/10/11)

3. Approval of Resignations/Retirements/Terminations

- a. Ann Moutrie - Extended Day Supervisor - Community Education (1/21/11)

## **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.larson@mahtomedi.k12.mn.us](mailto:mark.larson@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.

**Mahtomedi Public Schools**  
**Independent School District #832**  
**1520 Mahtomedi Avenue**  
**Mahtomedi, MN 55115**

**Regular Meeting - Board of Education**

**Date: January 13, 2011**

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**Agenda Item #5**

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**TOPIC:** Organizational Matters - This meeting is the annual organizational meeting for the school board.

**5. A. Swearing In** - Superintendent Mark Larson will swear in Cathy Dalton, Bob Donohoe, and Kevin Donovan.

**5. B. Election of Chairperson** - Current School Board Chair Kevin Donovan will call the meeting to order and lead through Items 5. B. Election of Chairperson. The person elected chair conducts the remainder of the school board meeting.

**5. E. Salaries** - Enclosed in the packet is salary information for school board members compiled by Northeast Metro 916 and a copy of current Policy 202.1-School Board Compensation. Policy 202.1 requires annual determination of compensation for school board members.

**5. F. Board Member Appointments** - By policy, the person elected Chairperson identifies the committees and appointments of the school board.

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**Submitted By:**



**Name**

*Superintendent of Schools*

**Title**

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**Concurrence By:**



**Dr. Mark Larson**  
**Superintendent of Schools**

Cathy Dalton, Bob Donohoe, and Kevin Donovan please raise your right hand and repeat after me ...

“I hereby accept the office of school board member of Independent School District No. 832 for a term beginning the first Monday in January, 2011, and expiring the first Monday in January, 2015.”

“I swear/affirm that I will support the Constitution of the United States and of this state, and that I will discharge faithfully the duties of the office of school board member of Independent School District No. 832 to the best of my judgment and ability.”



**202.1 - SCHOOL BOARD COMPENSATION**

- I.** The School Board and its officers shall be compensated at the same rate as the average of Intermediate School District 916 school boards.
- Compensation shall be chair \$5,000; clerk/vice chair \$4,400; treasurer \$4,400, and other members \$4,400. (The school board decreased their compensation in 2010. They chose to be paid at the same rate as the school board members in the Stillwater School District.)
  - The School Board members shall be paid in March, June, September, and December and shall have the deductions withheld required by law.
- II.** School Board members are eligible for reimbursement of expenses directly related to fulfilling a Board member's official responsibilities. Reimbursed expenses normally include:
- Mileage to and from School Board members homes to school district seminars and meetings. Board members will not be reimbursed for mileage to and from regularly scheduled school board meetings or to and from school district events. Parking and other required transportation will also be reimbursed at rates established by the Board.
  - Meals required in conjunction with official school board activities and duties will be up to the per diem established by the School Board.
- III.** Requests for reimbursement are submitted to the Superintendent for review. Reimbursement will occur through normal payment processing procedures after approval by the School Board.

*ADOPTED – September 8, 1994*

*REVISED – January 12, 1995; January 11, 1996; January 13, 2000; January 11, 2001; January 10, 2002; January 12, 2006; January 11, 2007; January 10, 2008; January 7, 2010*

<b>2009/2009-10 SCHOOL BOARD COMPENSATION</b>							
<b>DISTRICT</b>	<b>Chairperson</b>	<b>V-Chairperson</b>	<b>Clerk</b>	<b>Treasurer</b>	<b>Directors</b>	<b>Prescheduled Meetings Per Year</b>	<b>Additional Meetings</b>
Centennial	\$5,342	\$4,773	\$5,114	\$4,773	\$4,546	21	10
Columbia Hts	\$7,200	\$6,000	\$6,000	\$6,000	\$6,000	22	12
Spring Lk Pk	\$5,400	\$5,000	\$5,400	\$5,400	\$5,000	24	10
Mounds View	\$7,000	\$6,800	\$6,500	\$6,500	\$6,500	33	22
NSP-M-Oakd	\$6,200	\$5,700	\$5,700	\$5,700	\$5,700	20	12
Roseville	\$6,240	\$4,960	\$4,960	\$4,960	\$4,960	23	10
White Bear Lk	\$4,900	\$4,700	\$4,900	\$4,700	\$4,500	20	As needed
Mahtomedi	\$5,000	-	\$4,400	\$4,400	\$4,400	21	As needed
So Wash Cty	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800	24	15
Stillwater	\$5,000	\$4,400	\$4,400	\$4,400	\$4,400	22 Business	22 Wk Sessions
NE Metro 916	\$5,700	\$5,100	\$5,200	\$5,100	\$5,000	13	As needed
<b>Average</b>	<b>\$5,707</b>	<b>\$5,223</b>	<b>\$5,216</b>	<b>\$5,158</b>	<b>\$5,073</b>	<b>20</b>	<b>11</b>
<b>Average without highest and lowest</b>	<b>\$5,642</b>	<b>\$5,129</b>	<b>\$5,164</b>	<b>\$5,093</b>	<b>\$4,990</b>		
<b>NOTES:</b>							
1. Averages do not include expense reimbursements							
12/30/2010							



**SCHOOL BOARD ORGANIZATIONAL MEETING**

**ELECTION OF OFFICERS**

<b><u>OFFICE</u></b>	<b><u>PURPOSE</u></b>	<b><u>2010</u></b>	<b><u>2011</u></b>
Chairperson	The Chairperson presides at all meetings of the Board of Education, countersigns all orders upon the Treasurer for claims allowed by the Board, represents the school district in all actions, and performs all of the duties usually incumbent on such officer.	Kevin Donovan	_____
Clerk/Vice Chair	The Clerk keeps records of all meetings of the Board of Education, oversees all elections conducted by the Board, and files a report on or before October 15 of each year of the revenues, expenditures, and balances in each fund for the proceeding year. / The Vice Chair shall perform the duties of the chair in the event of the chair's temporary absence.	Cathy Dalton	_____
Treasurer	The Treasurer shall oversee the deposit funds official school district depositories, review or make all reports that may be called for by the Board of Education, and performs all of the duties usually incumbent on such officer.	John Belisle	_____

**COMMITTEE APPOINTMENTS**

<b><u>COMMITTEE</u></b>	<b><u>PURPOSE</u></b>	<b><u>2010</u></b>	<b><u>2011</u></b>
Facilities Committee	The purpose of the Facilities Committee is to assist the Board of Education and administration to achieve safe, clean, well-maintained, and attractive buildings and grounds. The committee will review and comment on proposed budgets for buildings and grounds, significant system or staffing changes, and proposed capital projects prior to final review or action by the Board.	Cathy Dalton Mary Jo Deters Steven Wolgamot	_____ _____ _____
Finance Committee	The purpose of the Finance Committee is to assist the Board of Education and administration with long-range planning related to district finance. The committee will work with the Superintendent and Director of Business Services and selected community members to identify long-range economic strategies and maintain district financial health.	John Belisle Judy Schwartz Steve Wolgamot	_____ _____ _____

**COMMITTEE**

Personnel Committee

**PURPOSE**

The purpose of the Personnel Committee is to assist the Board of Education and administration to maintain a quality work force, resolve employee grievances, and negotiate individual and group employment contracts. This will be accomplished by providing parameters and guidance on contract negotiations, employee grievances, and reviewing significant changes in staffing or personnel policies prior to final review or action by the Board.

**2010**

Mary Jo Deters  
Kevin Donovan,  
*chair*  
Judith Schwartz

**2011**

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

**ADVISORY BOARD APPOINTMENTS**

**ADVISORY BOARD**

Association of Metropolitan School Districts (AMSD)

**PURPOSE**

The Association of Metropolitan School Districts exists to represent member school districts in the legislative process and to initiate and support legislation in the best interests of public education, member school districts, students and works to achieve funding equity.

**2010**

Steven Wolgamot  
Judith Schwartz(A)

**2011**

\_\_\_\_\_  
\_\_\_\_\_ (A)

Minnesota School Boards Association (MSBA) Legislative Committee Liaison

During the legislative session, the Minnesota School Boards Association Legislative Liaisons will serve as the contact person for MSBA’s legislative effort. Legislative Liaisons should stay current on key education issues and provide reports to his/her board at each meeting during the legislative session.

Kevin Donovan  
Mary Jo Deters(A)

\_\_\_\_\_  
\_\_\_\_\_ (A)

Minnesota State High School League (MSHSL)

This individual serves as the district representative for Minnesota State High School League matters in combination with the Superintendent and serves as a voting member on specific policy issues.

Mary Jo Deters

\_\_\_\_\_

**GOVERNING BOARD APPOINTMENTS**

**GOVERNING BOARD**

Integration District: Educational Equity Alliance

**PURPOSE**

The integration district partnership with North St. Paul-Maplewood-Oakdale School District was formed to address the Minnesota Desegregation Law.

**2010**

Mary Jo Deters  
Cathy Dalton(A)

**2011**

\_\_\_\_\_  
\_\_\_\_\_ (A)

Mahtomedi Area Educational Foundation (MAEF)

The mission of the Mahtomedi Area Educational Foundation is to recognize and develop the full potential of all people living and working within District 832 through teaching and learning.

Kevin Donovan  
Mark Larson, ex officio

\_\_\_\_\_  
Mark Larson, ex officio

Northeast Metro 916 Governing Board

Northeast Metropolitan Intermediate School District-916, in cooperation with member school districts, provides programs and services to students including secondary vocational, special education,

John Belisle  
Steven Wolgamot(A)

\_\_\_\_\_  
\_\_\_\_\_ (A)

telecommunications, and other low-incidence specialties.

TIES Joint Board Rep

Steve Wolgamot

Cathy Dalton(A)

\_\_\_\_\_  
\_\_\_\_\_  
(A)

The following four committees will be attended by school board members on a rotating basis: Elementary PTO, Mahtomedi Middle School Parent Association, Mahtomedi High School Parent Information, and Community Education Advisory Council

## School Board Meeting

-Back in December, the juniors took a practice exam for the MCA II math assessment. The math teachers and administration are examining the results to make a plan to effectively prepare students to pass the exam in the spring.

-We had a successful blanket drive for the students at Jackson Elementary, collecting 123 blankets. Our Student Leadership Council and Mahtomedi Service Project visited Jackson Elementary on December 16<sup>th</sup>, where they delivered not only the blankets but also bags full of toys and socks and gloves. Each kindergartener received a bag.

-National Honor Society put on another Blue and Gold breakfast on Wednesday, December 15<sup>th</sup>, recognizing students that are making a difference at Mahtomedi.

-We are currently in the middle of registration. The process started last Wednesday and continues through February 16<sup>th</sup>.

## Minutes of Regular Meeting

### Board of Education Mahtomedi Public Schools

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A Regular meeting of the Board of Education of the Mahtomedi Public Schools was held **Thursday, December 9, 2010**, beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room.

#### 1. CALL TO ORDER

Meeting called to order at 7:04 p.m. by Chair Kevin Donovan.

#### 2. ROLL CALL OF ATTENDANCE

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

#### 3. APPROVAL OF THE AGENDA

Schwartz moved, Deters seconded, approval of the agenda. Agenda item 10. D. Approval to Call for Bids - O. H. Anderson Elementary School and Mahtomedi Middle School was taken off the agenda. Carried.

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

School Board Chair Kevin Donovan noted the \$23,570.41 in donations to the school district and expressed the school board/district's formal thank you to those who donate to our schools. Schwartz moved, Deters seconded, approval of the actions recommended on the consent agenda. Carried.

#### 5. PRESENTATIONS/RECOGNITION

##### A. Recognition of Students

The following students were recognized by the school board and administration for being selected as Academic Achievers: Beth Kurkowski, Emma Persoon, and Sophia Truso. Also recognized were members of the High School Debate Team: Ethan Heinzen, Jeremy Miraglia, and Anjali Seshadri.

B. Wildwood Elementary School - The Student's Life with the Specialists

Mark Hamre, Principal at Wildwood Elementary School, recognized the specialists at Wildwood School: Library/Media - Jean Oswald, Music - Kathy Schwister and Maureen Woeltge, Physical Education - Betsy Sommer, Spanish - Erica Ryan, and Visual Arts - Kristi Eckert. Schwister and Oswald played a video showing a brief glance into the student day with the specialists.

C. John Belisle, School Board

School Board Chair Kevin Donovan presented John Belisle with a school bell signifying appreciation for his almost seven years of service to the community as a member of the school board. Belisle thanked all board members that he served with, the community, and his family. Belisle noted that he has been very humbled to be entrusted to guide the most important community asset, the school district, and encouraged others to volunteer and serve.

D. Truth-in-Taxation Presentation

Denise Sundstrom, Director of Business Services, presented information regarding the proposed levy payable in 2011 and the tax impact for residents. The School Board adopts a proposed levy in September and adopts a final levy in December. The 2011 levy is proposed to increase by \$1,409,561 or 13.74%.

6. PUBLIC COMMENT

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

Lynn Ault and Steve Gray, residents - spoke to the school board and administration regarding the truth-in-taxation presentation: bond levy and alternative teacher compensation.

Jud Marshall - Mayor of the City of Mahtomedi - spoke about community volunteering and the fifth annual search for candidates for the Stanley and Doris Hill Legacy Award.

7. REPORT FROM STUDENT REPRESENTATIVE

A. Alexandra Pfiffner, Student Representative

Student Representative Alexandra Pfiffner reported on the following events at Mahtomedi High School: Fall sports wrapped up, winter sports began, parents' night out, blood drive hosted by the NHS, fall play - *Gaslight*, Veteran's Day activities, and pre-assessment for MCA II math exam.

8. APPROVAL OF MINUTES

A. November 4, 2010 - Regular Meeting

Wolgamot moved, Schwartz seconded, approval of the minutes from the November 4, 2010, school board meeting. Carried.

B. November 9, 2010 - Special Meeting

Wolgamot moved, Schwartz seconded, approval of the minutes from the November 9, 2010, special school board meeting. Carried

C. November 18, 2010 - Study Session

Wolgamot moved, Schwartz seconded, approval of the minutes from the November 18, 2010, school board study session. Carried.

9. DISCUSSION/INFORMATION ITEMS

A. Calendar of Events

Chair Kevin Donovan reviewed the calendar of events.

B. Facilities Update

Chuck Corliss, from the Center of Efficient School Operations (CESO) gave a facilities update. The architectural designs are complete for O. H. Anderson Elementary School and Mahtomedi Middle School. The formal application for all site projects has been completed with the Rice Creek Watershed district.

C. NWEA MAPS Data

Heidi Springborg, Data and Special Programs Coordinator, presented on the fall NWEA math and reading MAP performance in grades 1 through 8. The data is showing that the percentage of students meeting expected growth is across the entire continuum not just on the high and low ends.

D. Policies

1. Second Reading

a. Policy 611 - Home Schooling

Superintendent Mark Larson reviewed with school board members the edits that were made to Policy 611-Home Schooling after the first reading at last month's school board meeting.

b. Policy 613 - Graduation Requirements

Superintendent Mark Larson reviewed with school board members the edits that were made to Policy 613-Graduation Requirements after the first reading at last month's school board meeting.

10. ACTION ITEMS

A. Approval to Certify Levy for 2011

Treasurer John Belisle moved to not levy the extra \$300,000 for Q-Comp. Belisle feels that the \$300,000 local levy for Q-Comp is not appropriate at this time. Belisle stated that the district should be using just the \$500,000 from the State so the program could continue just at a smaller level. The motion died for lack of a second. Wolgamot moved, Schwartz seconded, approval to certify the levy for 2011. The following voted in favor thereof: Dalton, Deters, Donovan, Schwartz, and Wolgamot and the following voted against: Belisle. Carried.

B. Approval to Keep the Name Wildwood Elementary School

Superintendent Mark Larson discussed with school board members the request from a community member to name the new elementary building Raeburn Hayes Elementary School after Mahtomedi firefighters who lost their lives fighting a fire at Brine's in Stillwater. Because the new elementary school is replacing the current Wildwood School and is not an additional school building, Larson recommended keeping the school's current name Wildwood Elementary School. Dalton moved, Schwartz seconded, approval to keep the name Wildwood Elementary School. Carried.

C. Approval of Quality Construction Resolution

Superintendent Mark Larson discussed with school board members the request to enter into a Project Labor Agreement (PLA) as it relates to the new construction. The

school board is not interested in a PLA but is supportive of prevailing wages. Schwartz moved, Dalton seconded, approval of Quality Construction Resolution. Carried.

- E. Approval to Add Thursday, December 16, 2010, 6:00 p.m. Study Session to the School Board Meeting Calendar

Wolgamot moved, Belisle seconded, approval to add Thursday, December 16, 2010, 6:00 p.m. Study Session to the School Board Meeting Calendar. Carried.

- F. Policies

- 1. Approval of Policy 902 - Use of School Facilities

Donovan moved, Belisle seconded, approval of Policy 902 - Use of School Facilities. Carried.

## 11. SCHOOL BOARD COMMITTEE REPORTS

- A. Association of Metropolitan School Districts (AMSD) Board

School board director Steve Wolgamot reported that he sent an email to school board members regarding AMSD's political expectations for the year.

- B. Integration District: Educational Equity Alliance (EEA)

No report.

- C. Minnesota School Boards Association (MSBA) Legislative Liaison

School board chair Kevin Donovan reported on the Minnesota School Boards Association (MSBA) delegate assembly meeting and the upcoming Winter Conference.

- D. Northeast Metro 916 Board

The reports for the November and December board meetings were included with the packet.

## 12. SUPERINTENDENT'S REPORT

Superintendent Mark Larson reported on the following: TIES Leadership Conference, Business Leaders Breakfast, City/School Leaders meetings, MAEF, Elementary PTO,

MMSPA, Athletic Council meeting tomorrow morning, building listening sessions, parent/staff survey, Podcasts, was substitute dad in a kindergarten class, and the Tree of Light Ceremony tomorrow evening.

13. CLOSE MEETING

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

A. Discussion of Personnel Matter Pursuant to Minnesota Statute 13D.05, subd. 3(a)

14. OPEN MEETING

Schwartz moved, Deters seconded, approval to reopen the school board meeting. Carried.

15. ADJOURNMENT

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

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

A. Approval to Pay Bills - Check No. 369129 to 369427 and 80000780 to 80000868

B. Approval of Wire Transfer Transactions

C. Approval of Donations/Grants Totaling \$23,570.41

1. From Mahtomedi Youth Hockey Association to Mahtomedi Public Schools District Education Center Hockey Rinks - Concrete Slab (\$12,500)
2. From Margaret Rivers Fund to Mahtomedi Area Community Education Adult Senior Program - \$4,000
3. From Minnesota High Technology Foundation to Mahtomedi Engineering Program - \$2,000
4. From City of Pine Springs to Mahtomedi Area Community Education - \$1,800
5. From Gold'n Plump to Mahtomedi Area Community Education Community Garden - \$1,500
6. From Kramer-Berg American Legion Post 507 to Mahtomedi High School Choir Program - \$500
7. From The Medtronic Foundation to Mahtomedi High School Girls' Soccer Program - \$500
8. From Mahtomedi "M" Club to Mahtomedi High School Soccer Program - \$270.41
9. From Feyereisen Studios, Inc. to Mahtomedi Engineering Program - \$250
10. From Wildwood Lions Club to Mahtomedi High School Swim Team - \$250

D. Personnel

1. Approval of Contracts and Work Agreements

- a. Mahtomedi Principals' Association Contract (2010-2012)
- b. Kris Ann McIntyre - Paraprofessional - Mahtomedi Middle School (10/28/10)
- c. Paula Metling - Occupational Therapist - Wildwood Elementary School (11/30/10)
- d. Office and Professional Employees Internation Union Local No. 12 (2010-2012)
- e. Katie Pyka - Long-Term Substitute Science Teacher - Mahtomedi Middle School (11/23/10 to 3/31/11)

2. Approval of Leaves of Absence

- a. Cynthia Samels - French Teacher - Mahtomedi High School (extend through 1/24/11)

CATHY DALTON, CLERK

## Minutes of Study Session

### Board of Trustees Mahtomedi Public Schools

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A Study Session of the Board of Education of the Mahtomedi Public Schools was held **Thursday, December 16, 2010**, beginning at 6:00 PM in the Mahtomedi District Education Center - Community Room.

#### 1. CALL TO ORDER

Meeting called to order at 6:03 p.m. by Chair Kevin Donovan.

#### 2. ROLL CALL OF ATTENDANCE

Present: John Belisle; Cathy Dalton; Mary Jo Deters; Kevin Donovan; Judy Schwartz (arrived at 7:06); Steve Wolgamot; and Superintendent Mark Larson, ex officio.

#### 3. DISCUSSION/INFORMATION ITEMS

##### A. School Board Organizational Meeting: Election of Officers, Board Committees, and Committee Appointments

Discussion was held about various assignments. Officers will be voted on and committee assignments will be made at the organizational meeting in January.

##### B. Strategic Planning

Agreement was reached on the need for the District to engage in Strategic Planning. Direction was given to the Superintendent to select a consultant to work with the staff, school board, and community. The timeline goal is to complete the process by the end of the 2010-2011 school year and to begin implementation in 2011-2012. In terms of consultant cost, the board should be appraised of various expenses and budgetary concerns should be redirected to the Superintendent.

##### C. Zephyr Wind Project

Plans have been made to work with MAGI and place the turbine on School District property. It was pointed out that many wind turbines do not generate revenue and the costs to maintain may actually exceed the energy savings. In the event that occurs, steps may be taken to dismantle and eventually sell the turbine.

4. ADJOURNMENT

Belisle moved, Schwartz seconded, adjournment. Meeting adjourned at 7:25 p.m. Carried.

CATHY DALTON, CLERK

## CALENDAR OF EVENTS

<b>JANUARY</b>		
<b>DATE/TIME</b>	<b>MEETING/EVENT</b>	<b>LOCATION</b>
<b><u>Monday, January 10</u></b> 7:00 p.m.	MAEF Board of Trustees Meeting	District Education Center - Community Room
<b><u>Tuesday, January 11</u></b> 7:30 a.m. 6:30-8:30 p.m.	Facility Plan Steering Committee Meeting Community Education Advisory Council Mtg.	District Education Center - Board Room District Education Center - Board Room
<b><u>Wednesday, January 12</u></b> 2:30 p.m.	MMS Parent Association (MMSPA) Meeting	Mahtomedi Middle School - Room 115
<b><u>Thursday, January 13- Friday, January 14</u></b>	MSBA Leadership Conference	Minneapolis Convention Center
<b><u>Thursday, January 13</u></b> 7:00 p.m.	School Board Meeting	District Education Center - Community Room
<b><u>Monday, January 17</u></b>	No School - Martin Luther King, Jr. Day	
<b><u>Tuesday, January 18</u></b> 7:30 a.m.	Facility Plan Steering Committee Meeting	District Education Center - Community Room
<b><u>Wednesday, January 19</u></b> 7:30 a.m.-1:30 p.m.	AMSD Winter Conference	TIES Building, St. Paul
<b><u>Thursday, January 20</u></b> 6:30-8:00 p.m.  7:00 p.m.	Elementary PTO Meeting <i>(Cathy Dalton is scheduled to attend)</i> Jazz Band Concert	District Education Center - Room 121  Chautauqua Center
<b><u>Monday, January 24</u></b>	No School - Staff Development	
<b><u>Thursday, January 27</u></b> 7:00 p.m.	School Board Study Session	District Education Center - Community Room

## CALENDAR OF EVENTS

<b>FEBRUARY</b>		
<b>DATE/TIME</b>	<b>MEETING/EVENT</b>	<b>LOCATION</b>
<u><b>Tuesday, February 1</b></u> 8:00-8:45 a.m.  6:00 p.m.	Mahtomedi High School Parent Information Meeting ( <i>Cathy Dalton is scheduled to attend</i> ) Northeast Metro 916 School Board Meeting	Black Box Theater  Bellaire School, White Bear Lake
<u><b>Thursday, February 3</b></u> 4:00-5:30 p.m.	Multi-District Collaborative Council Meeting	District Education Center - Board Room
<u><b>Friday, February 4</b></u> 7:00 a.m. 7:30 p.m.	AMSD Board of Directors Meeting Wildwood Artist Series – <i>John McCutchen</i>	TIES Building, St. Paul Chautauqua Center
<u><b>Monday, February 7</b></u> 7:00 p.m.	MAEF Board of Trustees Meeting	District Education Center - Board Room
<u><b>Tuesday, February 8</b></u> 7:30 a.m. 6:30-8:30 p.m.	Facility Plan Steering Committee Meeting Community Education Advisory Council Mtg.	District Education Center - Community Room District Education Center - Board Room
<u><b>Wednesday, February 9</b></u> 2:30 a.m.-3:30 p.m.	Mahtomedi Middle School Parent Association Mtg.	Mahtomedi Middle School – Room 115
<u><b>Thursday, February 10</b></u> 7:00 p.m.	School Board Meeting	District Education Center - Community Room
<u><b>Friday, February 11</b></u> 7:30-9:00 a.m.	City Leaders Meeting	District Education Center - Board Room
<u><b>Monday, February 21</b></u>	No School - Presidents' Day Holiday	
<u><b>Thursday, February 24</b></u> 7:00 p.m.	School Board Study Session	District Education Center - Community Room
<u><b>Friday, February 25</b></u>	No School - Conferences	

**Mahtomedi Public Schools**  
**Independent School District #832**  
**1520 Mahtomedi Avenue**  
**Mahtomedi, MN 55115**

**Regular Meeting - Board of Education**

**Date: January 13, 2011**

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**Agenda Item #10. C.**

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**TOPIC:** Superintendent Selection Recommendation

**BACKGROUND INFORMATION:** After an extensive search for an assistant superintendent, the School Board hired Dr. Mark Larson during the 2009-10 school year. It was acknowledged during the search process that the intent was to find an assistant superintendent who had the qualifications to ascend to the position of superintendent upon the retirement of Dr. Mark Wolak.

During Dr. Larson's tenure as assistant superintendent, he played a key role in a number of important district initiatives including:

- Facilitating the restructuring of the district's secondary program
- Assuming an instrumental role in numerous community engagement sessions to educate school district voters on the April 20, 2010 bond referendum
- Evaluating and selecting the new elementary "Being a Writer" writing curriculum

In July 2010, Dr. Larson was named acting superintendent. The board deliberately chose this role with the intention of evaluating Larson's performance as district superintendent. Among his many accomplishments since that time, Dr. Larson is credited with:

- Guiding district-level facilities meetings related to the implementation of the long-range facilities plan
- Collaborating with district staff and parents to identify areas considered of core value to district curriculum as well as areas for potential cost savings
- Implementing a new marketing program aimed at resident students attending school out-of-district
- Engaging the community — athletic council members, city leaders, business groups, district residents, etc. — in ongoing conversations about district-related issues

Dr. Larson's many visits to the schools and classrooms has afforded him the opportunity to see the outstanding education teachers provide and students experience. His interactions with teachers and students have been valued by enabling him to:

- Know the student population and see them in their school environment

- Identify with administration, teachers and all supportive staff to fully appreciate their roles and expertise
- See the curriculum of each level Pre-12 in action
- Embrace the arts and athletic talents of our population

**ACTION RECOMMENDED:** the Board appoint Dr. Mark Larson as Mahtomedi's superintendent of schools and enter into a three-year contract with him. The terms of the contract are yet to be determined.

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**Submitted By:**

**Concurrence By:**



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**Name**

**Dr. Mark Larson**

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**School Board Chair**

**Superintendent of Schools**

**Title**



Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION DIRECTING THE ADMINISTRATION TO PREPARE  
RECOMMENDATIONS FOR REDUCTIONS IN PROGRAMS AND POSITIONS AND  
REASONS THEREFOR**

WHEREAS, the financial condition of the school district because of declining enrollment and corresponding state reductions in revenue dictate that the School Board may need to reduce expenditures for the 2011-2012 school year, and

WHEREAS, this reduction in expenditures may include discontinuance of positions and/or discontinuance or curtailment of programs, and

WHEREAS, a determination must be made as to which teachers' contracts may need be to terminated and not renewed and which teachers may be placed on unrequested leave of absence without pay or fringe benefits in effecting discontinuance of positions,

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

That the School Board hereby directs the Superintendent of Schools and administration to prepare recommendations for potential discontinuance of programs or positions to effectuate economies in the school district and reduce expenditures and prepare recommendations for the School Board for the potential discontinuance of programs, curtailment of programs, discontinuance of positions or curtailment of positions.

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

**Mahtomedi Public Schools**  
Independent School District #832  
1520 Mahtomedi Avenue  
Mahtomedi, MN 55115

**Regular Meeting - Board of Education**

**Date: January 13, 2011**

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**Agenda Item #11. B.**

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**TOPIC: Call for Bids – Building Construction**

**PURPOSE OF PRESENTATION:**

**To approve the Bid Packages for the following building construction projects:**

**Bid Package #1 OH Anderson Elementary Remodel & Mahtomedi Middle School Remodel**

**Bid Package #2 New Elementary Sitework, Tennis Courts and Stadium Reconstruction**

**Bid Package #3 Varsity Stadium Ticket and Concessions Buildings**

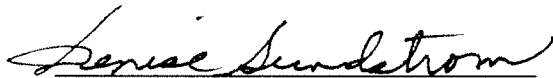
**Bid Package #4 Mahtomedi High School Renovation Mechanical Equipment**

**Bid Package #5 Mahtomedi Middle School and OH Anderson Lighting Projects**

**ACTION RECOMMENDED: Approval**

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**Submitted By:**



**Denise Sundstrom**  
**Director of Business Services**

**Concurrence By:**



**Dr. Mark Larson**  
**Superintendent of Schools**

CALL FOR BIDS

INDEPENDENT SCHOOL DISTRICT NO. 832  
Mahtomedi, Minnesota

Mahtomedi Public Schools

Independent School District #832, Mahtomedi, Minnesota will receive sealed bids in duplicate for Bid Package #1: O.H. Anderson Elementary School Remodel and Mahtomedi Middle School Remodel until 10:00 AM, Thursday, February 3, 2011. Bids will be received by the Director of Business Services – Denise Sundstrom, District #832 Offices, 1520 Mahtomedi Avenue, Mahtomedi, Minnesota 55115. There is no agent for the receipt of bids other than the Director of Business Services. Bids will be opened and read aloud at the time and place specified herein.

Bids shall be submitted on bid form provided by the Owner. The complete bid form shall be submitted without alterations, additions or erasures. Envelopes containing bids must be sealed marked separately “Bid Package #1: O.H. Anderson Elementary School Remodel and Mahtomedi Middle School Remodel” with the name and address of the bidder, and the date and hour of the opening. Bids shall be delivered to:

Director of Business Services – Denise Sundstrom  
Independent School District #832  
District Office  
1520 Mahtomedi Avenue  
Mahtomedi, Minnesota 55115

Lump sum bids for this work are solicited from contractors specializing in, or highly experienced in this work. Contractors can obtain bidding documents from Franz Reprographics, 2781 Freeway Blvd, Brooklyn Center, MN 55430, telephone 763-503-3401, online at [www.franzrepro.com](http://www.franzrepro.com). Contact person is Todd Richter (612)-221-2518. Bidding documents will be available on January 17, 2011.

Bidding documents are on file and available for inspection at the Architects office and the Program Manager’s office. See plans for addresses and contact information.

Each bid of \$10,000 or greater shall be accompanied by a certified or cashier’s check, or a bid bond in the amount of at least five (5%) percent of the amount of the bid made payable to ISD #832 as bid security that, if the bid is accepted, the contractor will execute the contract and file the required performance and payment bonds within the allotted time period after notice of award of contract.

A pre-bid conference will be held at the O.H. Anderson Elementary, 666 Warner Ave. South, Mahtomedi, Minnesota 55115 at 10:00 AM on Monday, January 24, 2011 and the Mahtomedi Middle School, 8100 75<sup>th</sup> Street North, Mahtomedi, Minnesota 55115 at 11:30 AM on Monday, January 24, 2011

The Board of Education reserves the right to accept or reject any or all bids or parts of bids and waive any formalities or irregularities in the bidding. No bid may be withdrawn for a period of forty-five (45) days after bid opening without consent of the Board of Education.

INDEPENDENT SCHOOL DISTRICT NO. 832  
Mahtomedi, Washington County, Minnesota

Publication Dates via Mahtomedi School District’s web site: January 17, 2011 – February 3, 2011

CALL FOR BIDS

INDEPENDENT SCHOOL DISTRICT NO. 832  
Mahtomedi, Minnesota

Mahtomedi Public Schools

Independent School district #832, Mahtomedi, Minnesota will receive sealed bids in duplicate for Bid Package #2: New Elementary Sitework, Tennis Courts and Stadium Reconstruction until 10:00 AM on Tuesday, February 8, 2011. Bids will be received by the Director of Business Services – Denise Sundstrom, District #832 Offices, 1520 Mahtomedi Avenue, Mahtomedi, Minnesota 55115, then publicly opened and read aloud. There is no agent for the receipt of bids other than the Director of Business Services.

Bids shall be submitted on bid form provided by the Owner. The complete bid form shall be submitted without alterations, additions or erasures. Envelopes containing bids must be sealed marked separately “Bid Package #2: New Elementary Sitework, Tennis Courts and Stadium Reconstruction” with the name and address of the bidder, and the date and hour of the opening. Bids shall be delivered to:

Director of Business Services – Denise Sundstrom  
Independent School District #832  
District Office  
1520 Mahtomedi Avenue  
Mahtomedi, Minnesota 55115

Lump sum bids for this work are solicited from contractors specializing in, or highly experienced in this work. Procurement of documents: Contractors can obtain bidding documents from Franz Reprographics, 2781 Freeway Boulevard, Brooklyn Center, MN 55430, telephone 763-503-3401, online at [www.franzrepro.com](http://www.franzrepro.com). Bidding documents will be available on January 24, 2011.

Bidding documents are on file and available for inspection at Kraus-Anderson Construction Company’s office, 8625 Rendova Street N.E., Circle Pines, MN 55014, telephone 763-786-7711.

Each bid of \$10,000 or greater shall be accompanied by a certified or cashier’s check, or a bid bond in the amount of at least five (5%) percent of the amount of the bid made payable to ISD #832 as bid security that, if the bid is accepted, the contractor will execute the contract and file the required performance and payment bonds within the allotted time period after notice of award of contract.

A pre-bid conference will be held at the District #832 Offices, 1520 Mahtomedi Avenue, Mahtomedi, MN 55115 at 9:00 AM on Thursday, January 27, 2011.

The Board of Education reserves the right to accept or reject any or all bids or parts of bids and waive any formalities or irregularities in the bidding. No bid may be withdrawn for a period of forty-five (45) days after bid opening without consent of the Board of Education.

INDEPENDENT SCHOOL DISTRICT NO. 832  
Mahtomedi, Washington County, Minnesota

Publication Dates via Mahtomedi School District’s web site: January 24, 2011 – February 8, 2011

CALL FOR BIDS

INDEPENDENT SCHOOL DISTRICT NO. 832  
Mahtomedi, Minnesota

Mahtomedi Public Schools

Independent School District #832, Mahtomedi, Minnesota will receive sealed bids in duplicate for Bid Package #3: Varsity Stadium Ticket and Concessions Buildings until 2:00 PM, Thursday, February 3, 2011. Bids will be received by the Director of Business Services – Denise Sundstrom, District #832 Offices, 1520 Mahtomedi Avenue, Mahtomedi, Minnesota 55115. There is no agent for the receipt of bids other than the Director of Business Services. Bids will be opened and read aloud at the time and place specified herein.

Bids shall be submitted on bid form provided by the Owner. The complete bid form shall be submitted without alterations, additions or erasures. Envelopes containing bids must be sealed marked separately “Bid Package #3: Varsity Stadium Ticket and Concessions Buildings” with the name and address of the bidder, and the date and hour of the opening. Bids shall be delivered to:

Director of Business Services – Denise Sundstrom  
Independent School District #832  
District Office  
1520 Mahtomedi Avenue  
Mahtomedi, Minnesota 55115

Lump sum bids for this work are solicited from contractors specializing in, or highly experienced in this work. Contractors can obtain bidding documents from Franz Reprographics, 2781 Freeway Blvd, Brooklyn Center, MN 55430, telephone 763-503-3401, online at [www.franzrepro.com](http://www.franzrepro.com). Contact person is Todd Richter (612)-221-2518. Bidding documents will be available on January 17, 2011.

Bidding documents are on file and available for inspection at the Architects office and the Program Manager’s office. See plans for addresses and contact information.

Each bid of \$10,000 or greater shall be accompanied by a certified or cashier’s check, or a bid bond in the amount of at least five (5%) percent of the amount of the bid made payable to ISD #832 as bid security that, if the bid is accepted, the contractor will execute the contract and file the required performance and payment bonds within the allotted time period after notice of award of contract.

A pre-bid conference will be held at the District #832 Offices, 1520 Mahtomedi Avenue, Mahtomedi, MN 55115 at 2:00 PM on Thursday, January 24, 2011.

The Board of Education reserves the right to accept or reject any or all bids or parts of bids and waive any formalities or irregularities in the bidding. No bid may be withdrawn for a period of forty-five (45) days after bid opening without consent of the Board of Education.

INDEPENDENT SCHOOL DISTRICT NO. 832  
Mahtomedi, Washington County, Minnesota

Publication Dates via Mahtomedi School District’s web site: January 17, 2011 – February 3, 2011

CALL FOR BIDS

INDEPENDENT SCHOOL DISTRICT NO. 832

Mahtomedi, Minnesota

Mahtomedi Public Schools

Independent School District #832, Mahtomedi, Minnesota will receive sealed bids in duplicate for Bid Package #4 Mahtomedi High School Renovation Mechanical Equipment until, 10:00 AM, Tuesday, February 1, 2011. Bids will be received by the Director of Business Services – Denise Sundstrom, District #832 Offices, 1520 Mahtomedi Avenue, Mahtomedi, Minnesota 55115. There is no agent for the receipt of bids other than the Director of Business Services. Bids will be opened and read aloud at the time and place specified herein.

Bids shall be submitted on bid form provided in the equipment specifications. The complete bid form shall be submitted without alterations, additions or erasures. Envelopes containing bids must be sealed marked separately “Bid Package #4 Mahtomedi High School Renovation Mechanical Equipment” with the name and address of the bidder, and the date and hour of the opening. Bids shall be delivered to:

Director of Business Services – Denise Sundstrom  
Independent School District #832  
District Education Center  
1520 Mahtomedi Avenue  
Mahtomedi, MN 55115

Lump sum bids for this work are solicited from suppliers specializing in and highly experienced in this work. Suppliers can obtain bidding documents from Johnson Controls – Plymouth Office. Contact Todd Richter at (612)-221-2518 to obtain plans. Bidding documents will be available on January 14, 2011.

Bidding documents are on file and available for inspection at the Engineer’s office and the Program Manager’s office. See plans for addresses and contact information.

Each bid of \$10,000 or greater shall be accompanied by a certified or cashier’s check, or a bid bond in the amount of at least five (5%) percent of the amount of the bid made payable to ISD #832 as bid security that, if the bid is accepted, the contractor will execute the contract and file the required performance and payment bonds within the allotted time period after notice of award of contract.

The Board of Education reserves the right to accept or reject any or all bids or parts of bids and waive any formalities or irregularities in the bidding. No bid may be withdrawn for a period of forty-five (45) days after bid opening without consent of the Board of Education.

INDEPENDENT SCHOOL DISTRICT NO. 832

Mahtomedi, Washington County, Minnesota

Publication Dates via Mahtomedi School District’s web site: January 14, 2011 – February 1, 2011

CALL FOR BIDS

INDEPENDENT SCHOOL DISTRICT NO. 832  
Mahtomedi, Minnesota

Mahtomedi Public Schools

Independent School District #832, Mahtomedi, Minnesota will receive sealed bids in duplicate for Bid Package #5: Mahtomedi Middle School Lighting Project and O.H. Anderson Elementary School Lighting Project until 2:00 PM, Tuesday, February 8, 2011. Bids will be received by the Director of Business Services – Denise Sundstrom, District #832 Offices, 1520 Mahtomedi Avenue, Mahtomedi, Minnesota 55115. There is no agent for the receipt of bids other than the Director of Business Services. Bids will be opened and read aloud at the time and place specified herein.

Bids shall be submitted on bid form provided by the Owner. The complete bid form shall be submitted without alterations, additions or erasures. Envelopes containing bids must be sealed marked separately “Bid Package #5: Mahtomedi Middle School Lighting Project and O.H. Anderson Elementary School Lighting Project” with the name and address of the bidder, and the date and hour of the opening. Bids shall be delivered to:

Director of Business Services – Denise Sundstrom  
Independent School District #832  
District Office  
1520 Mahtomedi Avenue  
Mahtomedi, Minnesota 55115

Lump sum bids for this work are solicited from contractors specializing in, or highly experienced in this work. Contractors can obtain bidding documents from Franz Reprographics, 2781 Freeway Blvd, Brooklyn Center, MN 55430, telephone 763-503-3401, online at [www.franzrepro.com](http://www.franzrepro.com). Contact person is Todd Richter (612)-221-2518. Bidding documents will be available on January 24, 2011.

Bidding documents are on file and available for inspection at the Program Manager’s office. See plans for addresses and contact information.

Each bid of \$10,000 or greater shall be accompanied by a certified or cashier’s check, or a bid bond in the amount of at least five (5%) percent of the amount of the bid made payable to ISD #832 as bid security that, if the bid is accepted, the contractor will execute the contract and file the required performance and payment bonds within the allotted time period after notice of award of contract.

A pre-bid conference will be held at the Mahtomedi Middle School, 8100 75<sup>th</sup> Street North, Mahtomedi, Minnesota 55115 at 3:00 PM on Wednesday, February 2, 2011 and the O.H. Anderson Elementary, 666 Warner Ave. South, Mahtomedi, Minnesota 55115 at 4:00 PM on Wednesday, February 2, 2011.

The Board of Education reserves the right to accept or reject any or all bids or parts of bids and waive any formalities or irregularities in the bidding. No bid may be withdrawn for a period of forty-five (45) days after bid opening without consent of the Board of Education.

INDEPENDENT SCHOOL DISTRICT NO. 832  
Mahtomedi, Washington County, Minnesota

Publication Dates via Mahtomedi School District’s web site: January 24, 2011 – February 8, 2011

**Mahtomedi Public Schools**  
**Independent School District #832**  
**1520 Mahtomedi Avenue**  
**Mahtomedi, MN 55115**

**Regular Meeting - Board of Education**

**Date: January 13, 2011**

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**Agenda Item #11. C.**

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**TOPIC:** Operating Practices

**PURPOSE OF PRESENTATION:** At the December Study Session, the Board reviews the Operating Practices and makes suggestions and changes. At the Organizational Meeting in January, the Board adopts the practices and follows them until they are re-examined.

Board members may, with the Chair's approval, request placing a specific practice(s) on the agenda at a future Board meeting with the purpose of re-examining at a time other than the December Study Session.

**ACTION RECOMMENDED:** The Board approve and adopt the Operating Practices as presented.

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**Submitted By:**

*Mark Larson*

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**Name**

Superintendent of Schools

**Title**

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**Concurrence By:**

*Mark Larson*

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**Dr. Mark Larson**

**Superintendent of Schools**

## Mahtomedi School Board and Superintendent Leadership Team Operating Practices

*"The following expectations have been developed and agreed upon to in order to provide structure to the operation of the School Board and to strengthen the relationship among School Board members and between the School Board and Superintendent:"*

### 1. How we relate to one another (unity, conflict and decision making)

- Board members will relate to one another with honesty, integrity, and respect. Once a clear majority of the Board has agreed to a certain position and discussed it thoroughly, other Board members will not renew discussion of that topic provided that a full discussion and vote has taken place.
- Both Board unity and honest disagreement are legitimate and have their appropriate place (individual responsibility, member responsibility, chair responsibility).
- When a majority of the Board makes a decision, the minority members will respect majority rule and exemplify the standard, "I did not agree with this action, but I will respect and support the position of the Board."
- Board members and Superintendent will not criticize or second guess each other behind the scenes.
- Board members agree to devote time on an annual basis to review these norms/guiding principles (*review at the board's January organization meeting*).

### 2. How we communicate (boundaries, transparency, being informed)

- The Superintendent will respect the need for all Board members to have the same information that relates to issues coming before the Board.
- The Superintendent will provide written updates on a regular basis on issues of interest and concern affecting the school district.
- Board members will channel requests for information, reports, etc. through the Superintendent rather than directly to staff.
- All official communication between Board members and other school district staff will be channeled through the Superintendent, particularly if it relates to performance of school district employees (*Exception – thank you notes from board members to staff*).

### 3. How we govern (roles, responsibilities and expectations)

- It is agreed that the Board Chair and Superintendent will meet prior to each meeting so that he or she is fully prepared to run the meeting.
- Legal questions should be forwarded to the Superintendent who will contact an attorney for assistance.
- Board members will contact the Superintendent when they receive parental complaints rather than contacting the staff directly.
- All routine personnel recommendations will be approved unless the Superintendent is contacted in advance.
- Board members receiving complaints will encourage parents to follow channels (teacher, principal, superintendent, etc.) and avoid communicating the “I’ll fix it” message.
- Board members will appropriately clarify their role; i.e. citizen, parent, or school board member in their interactions with teachers and other staff.
- Board members will set the general parameters for subcommittee and task force committee assignments (*Board needs to develop a Charter for its committees, task forces, etc.*).
- Board members will notify building principals when visiting a building in their official capacity as a member of the Board.
- Board members will attempt to visit each building at least once per year.
- Board members who are not in attendance at assigned school board committee meetings are responsible for getting information discussed prior to any full school board meeting where the same issue may be discussed.
- Board members will focus on policy and board parameters and not on administrative/management activities.
- Board members will recognize and respect that their authority exists where a quorum of the Board meets and not as individuals.

#### **4. How we conduct meetings (meeting protocol/process and participation)**

- It is the Board Chair's responsibility to remind members, when necessary to limit discussions to the agenda.
- Board members may bring to the Board items they think are important policy issues. They begin this process by bringing the item to the attention of the Superintendent or the Board Chair who will then schedule the item for a future Board meeting. The Board Chair will be the "gatekeeper" for these issues. At the beginning of a meeting, the Board Chair will discuss what requests have been made and any decision about whether or not to add the item. If the Board Chair determines that an item will not be added to the agenda, the Board member who made that request can ask the Board for approval to add the item. If there is a "second" to the motion and a majority vote for the item, it will be added.
- Board members agree to prepare for discussions in advance and review the materials distributed in the packet before the meeting.
- Board members who disagree with recommendations in the addendum or need more information before making a decision will contact the Superintendent or School Board Chair prior to the meeting.
- The Board Chair will welcome visitors and make it clear at the beginning of the meeting how they can participate. Citizens in the audience can be recognized and comment from the podium at the beginning of the meeting during the "Public Comment" time period.
- Board members needing additional information about consent list recommendations or wishing to move items from the consent list will contact the Superintendent or Board Chair before the meeting.
- An agenda, addendum, and background material for each board meeting will be provided the Friday before each meeting. Additional items may be added at a later date, as needed.
- "No surprises" is an important management standard in regard to public board meetings and is a shared responsibility of the Superintendent and individual Board members.

## **611 - HOME SCHOOLING**

### **I. PURPOSE**

The purpose of this policy is to set forth requirements for credits accepted by Mahtomedi High School from home schooling.

### **II. GENERAL STATEMENT OF POLICY**

It is the policy of the Mahtomedi School District that all students, in order to earn a high school diploma, must meet established Minnesota K-12 academic standards, required state tests, and Mahtomedi graduation requirements.

The Mahtomedi School District will provide a comprehensive academic program, which addresses knowledge, skills, concepts, and processes as determined by the setting of high academic standards that meet or exceed state and national standards.

Special Education students who properly complete the programs specified in their Individual Education Plan (IEP) and have received the recommendation of their IEP Team shall be awarded a diploma.

### **III. DEFINITIONS**

- A. "Home schooling" means students who are provided instruction at home in compliance with Minn. Stat. § 120A.22 regarding compulsory instruction.

### **IV. FULL-TIME HOME EDUCATED STUDENTS**

- A. Students who choose to be full-time home educated, grades 9-12, will not receive a diploma from Mahtomedi High School.

### **V. MAHTOMEDI HIGH SCHOOL DIPLOMA OPTION**

- A. Home educated students may earn a diploma from Mahtomedi High School if they are enrolled in at least one Mahtomedi High School course, between the hours of 8:00 a.m. and 2:30 p.m., during the second semester of their 12<sup>th</sup> grade year of high school and only if:
  - a. Students meet the Minnesota Academic Standards, Required State Tests, and Mahtomedi Graduation Requirements;
  - b. Students submit home education credits to their high school guidance counselor before the beginning of the last semester of their senior year to determine eligibility for graduation; and
  - c. Credits submitted come directly from the home school, the publisher, or organization that evaluates the curriculum being used for home school (*documentation including description of curriculum, instructional process, and methods used for assessment will be used by the high school counselor to determine the credits eligible for transfer*).

- B. Credits from the home school will be entered on the student's official transcript as home school credits and will be transferred into semester credits and will count towards meeting Mahtomedi High School graduation requirements.
- C. Transfer credits will be evaluated on an individual basis by the principal, counselor, and/or teacher to determine if courses meet graduation requirements. Students may be subject to a placement evaluation to determine appropriate placement for sequential courses.
- D. Mahtomedi High School will not adopt the grades that a student has received in the home school to be used for class rank, awards programs, and other student recognition programs.

**VI. Registration Information:**

- A. For more information regarding enrollment in Mahtomedi High School call the Mahtomedi High School Guidance Office.

**Legal References:** Minn. Stat. § 120A.22 (Compulsory Instruction)  
Minn. Stat. § 120A.24 (Reporting)  
Minn. Stat. § 120A.26 (Enforcement and Prosecution)  
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)  
Minn. Stat. § 123B.36 (School Boards May Require Fees)  
Minn. Stat. § 123B.41 (Definitions)  
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material, Standard Tests)  
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)  
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)  
Minn. Stat. § 123B.86 (Equal Treatment - Transportation)  
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)  
Minn. Stat. § 124D.03 (Enrollment Options Program)  
Minn. Rules Ch. 3540 (Textbooks, Individualized Instruction Materials, Standardized Tests)

**Cross References:** MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)  
MSBA/MASA Model Policy 510 (School Activities)

*ADOPTED - BOARD OF EDUCATION  
January 13, 2011*

## **613 - GRADUATION REQUIREMENTS**

### **I. PURPOSE**

The purpose of this policy is to set forth requirements for graduation from the Mahtomedi Public Schools.

### **II. GENERAL STATEMENT OF POLICY**

It is the policy of the Mahtomedi Public Schools that all students, in order to earn a high school diploma, must meet established Minnesota K-12 academic standards, required state tests, and Mahtomedi graduation requirements.

The Mahtomedi Public Schools will provide a comprehensive academic program which addresses knowledge, skills, concepts, and processes as determined by the setting of high academic standards that meet or exceed state and national standards.

Special education students who properly complete the programs specified in their Individual Education Plan (IEP) and have received the recommendation of their IEP Team shall be awarded a diploma.

### **III. DEFINITIONS**

- A. "Course credit" is equivalent to a student's successful completion of a course of study or a student's mastery of the applicable subject matter, as determined by the Mahtomedi Public Schools.
- B. "Section 504 Accommodation" means the defined appropriate accommodations or modifications that must be made in the school environment to address the needs of an individual student with disabilities.
- C. "Individualized Education Program," or "IEP," means a written statement developed for a student eligible by law for special education and services.
- D. "Limited English Proficient" or "LEP" student means an individual whose first language is not English and whose test performance may be negatively impacted by lack of English language proficiency.
- E. "Acceleration or Remediation Coursework" includes online coursework and means additional courses taken by a Mahtomedi student while enrolled in high school. These courses must be Minnesota Department of Education approved, certified, or accredited providers.
- F. "Home School Credits" - Refer to Policy 611 - Home Schooling.

**IV. GRADUATION REQUIREMENTS**

- A. In order to earn a high school diploma, all students must meet established Minnesota K-12 academic standards, required state tests, and Mahtomedi graduation requirements.
- B. To receive a Mahtomedi High School diploma, a student must have accumulated credits, as listed below, specific to the graduating year:

<b>Graduation Requirements</b>	Class of 2011	Class of 2012	Class of 2013	Class of 2014 and beyond
Economics	0.5	0.5	0.5	0.5
Electives	11.5	9.5	7.5	6.5
English/Language Arts	4.0	4.0	4.0	4.0
Fine Arts (Art or Music)	1.0	1.0	1.0	1.0
Health	0.5	0.5	0.5	0.5
Mathematics	3.0	3.0	3.0	3.0
Physical Education	0.5	0.5	0.5	0.5
Science (Engineering courses will count towards science credits starting with the class of 2014)	3.0	3.0	3.0	3.0
Social Studies	3.0	3.0	3.0	3.0
<b>Total Credits</b>	<b>27/30</b>	<b>25/28</b>	<b>23/26</b>	<b>22/24</b>

1. Students will have the opportunity to earn all graduation requirements at Mahtomedi High School.
  2. 11<sup>th</sup> and 12<sup>th</sup> grade students may attend any Minnesota accredited public or private college or university when accepted by the post-secondary institution according to the provisions of the Minnesota Postsecondary Enrollment Options (PSEO).
  3. Students may participate in various educational programs, such as: Acceleration and Remediation Coursework, Work Experience Handicapped, and Northeast Metro Intermediate School District 916 programs.
  4. Students at 916’s Mahtomedi Learning Center must meet their graduating class’s credit requirements in English, social studies, mathematics, science, health, physical education and the arts. In addition to these required credits, students must acquire elective credit to meet their graduation class total credit requirements.
- C. Transfer students who have earned credits prior to entering Mahtomedi High School will be evaluated on an individual basis by the principal, counselor, and/or teacher to meet

graduation requirements. Students may be subject to a placement evaluation to determine appropriate placement for sequential courses.

## **V. EARLY GRADUATION**

Students may be considered for early graduation, as provided for within Minn. Stat. § 120B.07 upon meeting the following conditions:

- A. The student must meet established Minnesota K-12 academic standards, required state tests, and Mahtomedi graduation requirements;
- B. The principal or designee shall conduct an interview with the student and parent or guardian, familiarize the parties with opportunities available in post-secondary education, and arrive at a timely decision; and
- C. The principal's decision shall be in writing and may be subject to review by the superintendent and school board.

## **VI. GRADUATION**

Participation in the Mahtomedi High School graduation ceremony is a privilege afforded to students who meet eligibility requirements established by Minnesota K-12 academic standards, required state tests, and Mahtomedi Public Schools. These requirements include:

- A. Being a member of the current year's graduating class;
- B. Credits earned must be within 1.0 credit of the student's required graduation credit requirements (see the Graduation Requirements table in IV. B.) and the student must be registered to attend summer school;
- C. Being in good disciplinary standing;
- D. All IEP goals are met;
- E. In the event of medical emergencies or other extenuating circumstances, an "opportunity for administrative review" will be accorded to those students that do not meet the requirements set forth in this policy; and
- F. Exchange Students shall be permitted to participate in the graduation ceremony and shall be awarded a certificate of attendance unless they meet the criteria for a regular diploma.

## **VII. NOTICE**

The school district will notify students and their parents of the school district's graduation requirements within 30 working days of a student's entry into ninth grade. The school district also will notify students in grades 9-12 or who transfer into the district and their parents of the school district's transition to the course credit system and options for students in grades 9 and above regarding locally established graduation requirements within 30 working days.

**Legal References:** Minn. Stat. § 120B.02 (Educational Expectations for Minnesota’s Students)  
Minn. Stat. § 120B.024 (Graduation Requirements; Course Credits) Minn. Stat.  
§ 120B.07 (Early Graduation) Minn. Stat. § 120B.11 (School District Process)  
Minn. Rules Parts 3501.0010-3501.0180 (Rules Relating to Graduation  
Standards - Mathematics and Reading) Minn. Rules Parts 3501.0200-  
3501.0290 (Rules Relating to Graduation Standards - Written Composition)  
20 U.S.C. § 6301, *et seq.* (No Child Left Behind Act)

**Cross References:** MSBA/MASA Model Policy 104 (School District Mission Statement)  
MSBA/MASA Model Policy 601 (School District Curriculum and Instruction  
Goals)  
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)  
MSBA/MASA Model Policy 615 (Basic Standards Testing, Accommodations,  
Modifications, and Exemptions for IEP, Section 504 Accommodation, and  
LEP Students)  
MSBA/MASA Model Policy 616 (School District System Accountability)

*ADOPTED – June 29, 1987*

*REVISED – September 14, 1987; December 14, 1989; August 8, 1996; May 8, 1997; January 13,  
2000; June 14, 2007; January 13, 2011*



**TO: Northeast Metro 916 Board of Education**  
**FROM: Connie Hayes**  
**DATE: January 12, 2011**  
**RE: January 4 Board of Education Meeting Talking Points**

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

Members absent: Livingston-622

Among a number of topics discussed at the January 4, 2011, meeting of the Northeast Metro 916 Board of Education, the following agenda items were addressed:

- 1. Auditor Jim Eichten, MMKR, presented the district audit.** The FY'10 audit for Northeast Metro 916 was presented to the School Board by Jim Eichten from MMKR. The audit opinion was unqualified and there were no findings to report. The auditors reported that the books of the district were in excellent condition and that the reliability of budget to actual financial data is very high.
- 2. Special Education Director Dan Naidicz summarized work on Restrictive Procedures for Children with Disabilities.** A new statute will become effective August 1, 2011, that provides standards for the use of physical holding or seclusion. These new procedures are intended to be used only in emergencies to protect the safety of the student and others around the student. The components of the law include some prohibitions in the how/when these procedures can be used, staff training and behavior support procedures. Northeast Metro 916 has been working to develop the procedures and policies to (a) guide the use of them at 916, and (b) to assist our member districts to get prepared to meet the implementation timeline of August 1. Staff from 916 is available to assist members in their own plan development and provide informative presentations.
- 3. The Board had a first reading of changes to the Legislative White Papers.** Each year the three intermediate school districts develop a legislative agenda to guide the work of lobbyist Valerie Dosland. The overarching agenda is to support the work of other efforts to stabilize the education funding system. In addition, and more specific to the work of the intermediates, the agenda focuses on Q-Comp revenue, shared services, cost shifting from human services and corrections to public schools, and licensure changes for special education teachers.

4. **Election of officers and board compensation was approved.** The Board voted in the following slate of officers: Tracy Brunnette as Chair, Marilyn Forsberg as Vice Chair, Nancy Livingston as Clerk, and Bill Majerus as Treasurer. After reviewing the member district board compensation survey, board compensation will remain unchanged for 2011 at \$5,700 for the chair, \$5,200 for the clerk, \$5,100 for the vice-chair, \$5,100 for the treasurer and \$5,000 for directors.

# CHECK REGISTER

Dec-11

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
369428	Clear	\$515.00	12/02/10	00049	ADVANCED SPORTSWEAR INC
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369430	Clear	\$210.90	12/02/10	00175	ASSET RECOVERY CORPORATION
369431	Clear	\$1,236.38	12/02/10	03057	BRAD BERGIE
369432	Clear	\$225.83	12/02/10	00358	BRYAN ROCK PRODUCTS INC
369433	Clear	\$35.00	12/02/10	00427	CASH
369434	Clear	\$634.80	12/02/10	03115	CHARLES LINDERKAMP
369435	Clear	\$155.16	12/02/10	08387	CHRISTINA COTET
369436		\$1,029.00	12/02/10	08386	CONSTRUCTION SPECIALTIES INC.
369437	Clear	\$168.00	12/02/10	00541	CONTINENTAL CLAY COMPANY
369438	Clear	\$255.00	12/02/10	07088	CUSTOM WATER WORKS
369439	Clear	\$3,378.00	12/02/10	00599	DALCO
369440	Clear	\$767.05	12/02/10	06246	EAGAN SHIRT WERKS & PROMOTIONALS INC
369441	Clear	\$33.00	12/02/10	00757	ELECTRONIX EXPRESS
369442	Clear	\$1,796.40	12/02/10	00803	EXPRESS PERSONNEL SERVICES INC
369443	Clear	\$90.99	12/02/10	00815	FASTENAL COMPANY
369444	Clear	\$6,500.00	12/02/10	06335	FIRST
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369446	Clear	\$40.95	12/02/10	00904	FUTURE HORIZONS INC
369447	Clear	\$2,200.80	12/02/10	00938	GENERAL PARTS INC
369448	Clear	\$5,738.33	12/02/10	04314	GIBSON INDUSTRIES
369449	Clear	\$748.08	12/02/10	06165	GLOLITE NU-DELL
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369451	Clear	\$41.11	12/02/10	00987	GRAINGER
369452	Clear	\$451.30	12/02/10	04015	HAAN CRAFTS
369453	Clear	\$29.35	12/02/10	08388	HEATHER HAUGEN
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369455	Clear	\$320.00	12/02/10	06631	HILDI INC
369456		\$200.00	12/02/10	04070	I.S.D # 200 -HASTINGS HIGH SCHOOL
369457	Clear	\$51,779.24	12/02/10	03248	I.S.D # 834 STILLWATER
369458	Clear	\$250.00	12/02/10	08349	INSTRUCTIONAL DESIGNS INC
369459	Clear	\$7,950.00	12/02/10	01344	KDV-KERN DEWENTER VIERE LTD
369460	Clear	\$4,034.72	12/02/10	03378	KELLY SERVICES, INC
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369467	Clear	\$225.00	12/02/10	08389	LINDA FENWICK
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369469	Clear	\$398.00	12/02/10	01609	MASA
369470	Clear	\$8.99	12/02/10	01684	MENARDS OAKDALE CASHWAY LUMBER
369471	Clear	\$40.00	12/02/10	01699	METRO ECSU
369472	Clear	\$890.00	12/02/10	03388	MINNESOTA CHILDREN'S MUSEUM
369473	Clear	\$314.59	12/02/10	01744	MINNESOTA CONWAY FIRE & SAFETY
369474	Clear	\$211.40	12/02/10	03525	MN DNR WATERS
369475	Clear	\$454.75	12/02/10	01971	NORTHEAST METRO 916
369476	Clear	\$345.00	12/02/10	01974	NORTHERN ELECTRIC- ELECTRICAL CONTRACTORS
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369478	Clear	\$52.00	12/02/10	04031	PASCO SCIENTIFIC
369479	Clear	\$699.60	12/02/10	07034	PITSCO

# CHECK REGISTER

Dec-11

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369482	Clear	\$429.00	12/02/10	08374	SCHOOL CHECK IN/ SUMMIT IND.CORP
369483	Clear	\$135.00	12/02/10	08150	SENTRY SYSTEMS INC
369484	Clear	\$75.00	12/02/10	07133	SILVER HARMONY SINGERS
369485	Clear	\$3,775.00	12/02/10	02585	ST CROIX VALLEY RECREATION CE
369486	Clear	\$1,034.39	12/02/10	00553	STAPLES
369487	Clear	\$989.60	12/02/10	03088	STEVE HAMMERSCHMIDT
369488	Clear	\$910.91	12/02/10	04176	SUNBURST CHEMICALS, INC.
369489	Clear	\$599.31	12/02/10	02698	TEACHER'S DISCOVERY
369490	Clear	\$234.00	12/02/10	03359	TERRY GRILL
369491	Clear	\$646.01	12/02/10	02724	TEXTBOOK WAREHOUSE
369492	Clear	\$5,885.70	12/02/10	05881	THE CENTER FOR EFFICIENT SCHOOL OPERATIONS
369493	Clear	\$1,712.50	12/02/10	06157	THERMEX CORP.
369494	Clear	\$565.95	12/02/10	02745	THYSSENKRUPP ELEVATOR
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369498	Clear	\$65.00	12/02/10	02837	VADNAIS TOWING
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369500	Clear	\$37.04	12/02/10	02858	VERIZON WIRELESS
369501	Clear	\$601.45	12/02/10	02889	WALMART COMMUNITY
369502	Clear	\$2,537.34	12/02/10	02903	WASTE MANAGEMENT-MN-WI
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369504	Clear	\$205.00	12/02/10	02941	WHITE BEAR GLASS INC
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369506	Clear	\$566.00	12/02/10	03017	XEROX CORPORATION
369507	Clear	\$788.50	12/02/10	03025	YOUNGBLOOD LUMBER COMPANY
369508	Clear	\$200.00	12/02/10	08390	MIKE BROMELKAMP
369509	Clear	\$40.75	12/09/10	00016	ABBOTT PAINT & CARPET CO
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369512	Clear	\$117.00	12/09/10	03636	APPLE COMPUTER
369513	Clear	\$3,090.00	12/09/10	03196	BF LAUZON ENTERPRISES INC
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369526	Clear	\$562.04	12/09/10	00558	COURAGE CENTER
369527	Clear	\$199.76	12/09/10	00594	CYNMAR CORPORATION
369528	Clear	\$106.00	12/09/10	06405	DAMON LALIBERTE
369529	Clear	\$54.00	12/09/10	08393	DARRELL WINCEK
369530	Clear	\$777.22	12/09/10	08391	DEBORAH GRANT
369531	Clear	\$10,937.08	12/09/10	03328	DIVERSIFIED SNACK DIVISION

# CHECK REGISTER

Dec-11

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369535	Clear	\$60.00	12/09/10	07077	EAGAN DEBATE TEAM
369536	Clear	\$1,215.23	12/09/10	06030	EARTHGRAINS BAKING CO.INC
369537	Clear	\$625.00	12/09/10	07629	ERIC JOHNSON
369538	Clear	\$538.92	12/09/10	00803	EXPRESS PERSONNEL SERVICES INC
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369546	Clear	\$22.57	12/09/10	04914	HUGO MILL
369547	Clear	\$126.12	12/09/10	03329	I.S.D # 001 MINNEAPOLIS SCHOOL DISTRICT
369548	Clear	\$588.36	12/09/10	01240	J W PEPPER OF MINNEAPOLIS
369549	Clear	\$13.46	12/09/10	06787	JENNIFER SCALZE
369550	Clear	\$74.00	12/09/10	06352	JOSEPH HARRIS
369551	Clear	\$129.80	12/09/10	04367	JULIE BRADDOCK
369552	Clear	\$500.00	12/09/10	08400	KAREN ROGERS
369553	Clear	\$183.85	12/09/10	08396	KATHY CEDARLEAF
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369555	Clear	\$71.00	12/09/10	06263	KEVIN MAERTENS
369556	Clear	\$299.86	12/09/10	01372	KNOWLAN'S SUPER MARKETS
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369562		\$5,942.13	12/09/10	03182	MADISON NATIONAL LIFE
369563		\$38.97	12/09/10	01557	MAHTOMEDI AUTO SERVICE
369564		\$845.94	12/09/10	07908	MAILFINANCE / NEOPOST LEASING
369565		\$800.00	12/09/10	01609	MASA
369566	Clear	\$540.00	12/09/10	07125	MERLAJEAN GARTLAND
369567		\$125.00	12/09/10	08399	MESTA-MN EARTH SCIENCE TEACHER ASSOC.
369568		\$130.00	12/09/10	04181	MIDWEST AUDIO VISUAL, INC.
369569		\$138.24	12/09/10	04099	MINNCOR INDUSTRIES
369570		\$8,720.88	12/09/10	01779	MN DEPT OF EDUCATION
369571	Clear	\$15.00	12/09/10	04032	MSHSCA-MN STATE HS COACHES ASSOC.,INC
369572		\$119.74	12/09/10	01862	MUSIC CONNECTION INC
369573		\$55.00	12/09/10	06350	NICK SVAC
369574		\$2,876.44	12/09/10	05985	PAMS LUNCHROOM LLC
369575	Clear	\$1,503.66	12/09/10	03375	PARTNERS BOOK DIST.CO
369576		\$2,662.60	12/09/10	02141	PINE TREE APPLE ORCHARD
369577		\$360.95	12/09/10	02151	PLUNKETTS PEST CONTROL INC
369578		\$64.28	12/09/10	02161	POPP.COM INC
369579		\$44.00	12/09/10	02165	POSTMASTER
369580		\$77.54	12/09/10	06012	PREMIUM WATERS INC
369581		\$297.15	12/09/10	02180	PRESS PUBLICATIONS
369582		\$5,000.00	12/09/10	03531	PROFESSIONAL TRAVEL
369583		\$4,181.12	12/09/10	03894	PROM CATERING /MANAGEMENT GROUP
369584		\$2,034.86	12/09/10	02227	QWEST

# CHECK REGISTER

Dec-11

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
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369586		\$377.00	12/09/10	06238	RICK RASSIER
369587		\$48.00	12/09/10	06075	ROBBINSDALE DEBATE TEAM
369588		\$106.00	12/09/10	04797	ROBERT CROWE
369589		\$54.00	12/09/10	07796	ROYCE BELL
369590	Clear	\$70.00	12/09/10	02365	SAM'S CLUB
369591		\$140.00	12/09/10	05075	SAMUEL FRENCH INC
369592		\$516.93	12/09/10	02420	SCHOOL SPECIALTY INC
369593		\$271.95	12/09/10	02421	SCHOOL SPIRIT/ANDERSON'S SCHOOL EVENTS
369594		\$135.00	12/09/10	08150	SENTRY SYSTEMS INC
369595		\$90.00	12/09/10	02551	SOUTHEASTERN SECURITY CONSULT
369596		\$285.00	12/09/10	08401	SPRIGGS PLUMBING /HEATING
369597		\$184.80	12/09/10	00553	STAPLES
369598		\$753.60	12/09/10	03088	STEVE HAMMERSCHMIDT
369599		\$121.00	12/09/10	05285	TERRY BESEMAN
369600	Clear	\$499.70	12/09/10	08260	THE GREAT COURSES
369601	Clear	\$139.00	12/09/10	02135	THE PIANO WORKS
369602	Clear	\$186.30	12/09/10	02748	TIES
369603	Clear	\$360.00	12/09/10	02748	TIES
369604	Clear	\$700.00	12/09/10	02748	TIES
369605	Clear	\$170.00	12/09/10	02748	TIES
369606	Clear	\$19.50	12/09/10	02776	TRANS-MISSISSIPPI BIOLOGICAL
369607	Clear	\$346.16	12/09/10	02784	TRI STATE BOBCAT INC
369608	Clear	\$1,386.93	12/09/10	03345	TRIO SUPPLY CO
369609	Clear	\$300.00	12/09/10	06918	UNIVERSITY OF OREGON
369610	Clear	\$25,389.95	12/09/10	06934	US FOODSERVICE INC
369611	Clear	\$68.95	12/09/10	04788	WATER CARE
369612	Clear	\$925.00	12/09/10	02941	WHITE BEAR GLASS INC
369613	Clear	\$6,366.07	12/09/10	03017	XEROX CORPORATION
369614	Clear	\$363.04	12/16/10	00094	AMERICAN FAMILY ASSURANCE
369615	Clear	\$359.00	12/16/10	01556	MAHTOMEDI AREA EDUC.FOUNDATION
369616	Clear	\$288.00	12/16/10	01740	MINN NCPERS GROUP LIFE INS
369617	Clear	\$9.90	12/16/10	01888	NATIONAL INSURANCE SERVICES
369618	Clear	\$708.50	12/16/10	02017	OFFICE & PROFESSIONAL
369619	Clear	\$782.60	12/16/10	02048	OPERATING ENGINEERS LOCAL #70
369620	Clear	\$67.08	12/16/10	01499	UNITE HERE LOCAL 17
369621	Clear	\$700.00	12/16/10	04342	WISCONSIN SCTF
369622	Clear	\$2,208.00	12/16/10	07917	ALL ABOUT LEARNING
369623	Clear	\$75,092.96	12/16/10	08214	AMERICAN HEALTH RESOURCES
369624	Clear	\$278.50	12/16/10	02014	ANDY O'CONNELL
369625	Clear	\$78.00	12/16/10	07797	ANTHONY GROFF
369626	Clear	\$1,065.00	12/16/10	00106	ARCTC-AMERICAN RED CROSS
369627	Clear	\$54.00	12/16/10	08406	BRYAN DONOHOE
369628	Clear	\$2,550.60	12/16/10	00448	CENTURY RESOURCES INC
369629	Clear	\$732.50	12/16/10	03115	CHARLES LINDERKAMP
369630	Clear	\$51.06	12/16/10	00462	CHEMSEARCH
369631	Clear	\$515.00	12/16/10	08392	COMMUNITY PLAYTHINGS
369632	Clear	\$1,138.00	12/16/10	00565	CRAGUN'S CONFERENCE & GOLF RES
369633	Clear	\$109.58	12/16/10	06586	CROPPER MEDICAL INC
369634	Clear	\$425.00	12/16/10	07088	CUSTOM WATER WORKS
369635	Clear	\$71.00	12/16/10	05334	DAVE ROSGA
369636	Clear	\$643.82	12/16/10	08402	DAVID CHAN
369637	Clear	\$29.95	12/16/10	04562	DAVID DONOHOE

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Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
369638	Clear	\$1,134.00	12/16/10	00678	DOMINO'S PIZZA
369639	Clear	\$186.40	12/16/10	00679	DONATELLI'S
369640	Clear	\$1,342.25	12/16/10	00714	EAGLE SCREEN PRINTING
369641	Clear	\$578.58	12/16/10	00787	ERICKSON OIL PRODUCTS INC
369642	Clear	\$176.00	12/16/10	03087	ERIKA HAMMERSCHMIDT
369643	Clear	\$32,328.85	12/16/10	06819	FIRST STUDENT
369644	Clear	\$134.39	12/16/10	08382	FLAGHOUSE/SPECIAL POPULATIONS
369645	Clear	\$86.05	12/16/10	00888	FREY SCIENTIFIC COMPANY
369646	Clear	\$78.00	12/16/10	04873	GENE WARNER
369647	Clear	\$173.19	12/16/10	06146	GOPHER
369648	Clear	\$130.00	12/16/10	03081	GRAY SEEVER
369649	Clear	\$5,407.50	12/16/10	03510	GREATER MIDWEST FUNDRAISING,LLC
369650	Clear	\$1,058.25	12/16/10	01034	H BROOKS & CO LLC
369651	Clear	\$6,488.17	12/16/10	06935	HASTINGS CO-OP CREAMERY CO.
369652	Clear	\$29,796.36	12/16/10	01096	HEALTHPARTNERS
369653	Clear	\$1,512.75	12/16/10	01115	HERITAGE EMBROIDERY & DESIGN
369654	Clear	\$1,196.00	12/16/10	01173	HUMAN SERVICES INC
369655	Clear	\$120.08	12/16/10	01240	J W PEPPER & SONS,INC.
369656		\$54.00	12/16/10	07921	JACK PEICK
369657	Clear	\$129.00	12/16/10	06207	JAMES SMITH
369658	Clear	\$129.00	12/16/10	08410	JAMIE OLSEN
369659	Clear	\$106.00	12/16/10	04796	JIM PURINTON
369660	Clear	\$106.00	12/16/10	06247	JOE LANGEVIN
369661	Clear	\$5,150.00	12/16/10	05863	JOHNSON & CONDON P.A.
369662	Clear	\$25.00	12/16/10	07859	KAMERIN GRAMS
369663	Clear	\$418.00	12/16/10	03235	KATY LUDWIGSON
369664	Clear	\$14,037.07	12/16/10	03378	KELLY SERVICES, INC
369665	Clear	\$54.00	12/16/10	05568	KEN COOPER
369666	Clear	\$321.94	12/16/10	03195	LASERPLUS, LLC
369667	Clear	\$25.00	12/16/10	07858	LEXI HELMER
369668	Clear	\$166.80	12/16/10	01495	LINGUISYSTEMS INC
369669	Clear	\$812.00	12/16/10	07606	LOFFLER COMPANY INC
369670	Clear	\$124.00	12/16/10	03486	LRP PUBLICATIONS
369671	Clear	\$54.00	12/16/10	05188	MARK NESS
369672	Clear	\$494.00	12/16/10	08404	META
369673	Clear	\$3,708.75	12/16/10	01696	METRO ATHLETIC SUPPLY
369674	Clear	\$87.84	12/16/10	03130	MIKE NIZIOLEK
369675	Clear	\$140.00	12/16/10	08408	MIKE SUMMERBELL
369676	Clear	\$220.00	12/16/10	07737	MINNEHAHA ACADEMY
369677		\$450.00	12/16/10	04051	MINNESOTA ZOO
369678		\$450.00	12/16/10	04051	MINNESOTA ZOOMOBILE
369679		\$125.00	12/16/10	04818	MONTGOMERY LONSDALE HS
369680	Clear	\$394.15	12/16/10	01871	NASCO
369681	Clear	\$3,000.00	12/16/10	07972	NEOFUNDS BY NEOPOST
369682		\$127.00	12/16/10	08368	NORTHEAST COUNSELING PA
369683	Clear	\$32.00	12/16/10	04488	ORANGE TREE EMPLOYMENT SCREENING
369684	Clear	\$195.00	12/16/10	02108	PEOPLES ELECTRICAL CONTRACTORS
369685	Clear	\$483.16	12/16/10	02165	POSTMASTER
369686	Clear	\$225,391.00	12/16/10	08212	PREFERRED ONE
369687	Clear	\$297.15	12/16/10	02180	PRESS PUBLICATIONS
369688	Clear	\$198.00	12/16/10	02190	PRO-ED
369689	Clear	\$98.00	12/16/10	02301	RIVERSIDE PUBLISHING CO/HN REC.CO LLC
369690	Clear	\$315.00	12/16/10	04507	ROMAN MARKET INC

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Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
369691	Clear	\$140.00	12/16/10	06267	RON ACKERMAN
369692		\$106.00	12/16/10	04957	RON ADAMS
369693		\$115.00	12/16/10	04981	ROSEMOUNT HIGH SCHOOL
369694	Clear	\$567.00	12/16/10	06784	SANDY SCHOENECKER
369695	Clear	\$392.00	12/16/10	05265	SARAH ROSENGREN
369696	Clear	\$49.48	12/16/10	02420	SCHOOL SPECIALTY INC
369697	Clear	\$127.66	12/16/10	02552	SOUTHPAW ENTERPRISES INC
369698	Clear	\$54.00	12/16/10	08407	STANLEY ROBERTS
369699	Clear	\$459.98	12/16/10	02610	STATE SUPPLY CO INC
369700	Clear	\$753.60	12/16/10	03088	STEVE HAMMERSCHMIDT
369701		\$106.00	12/16/10	05335	STEVE ROSGA
369702	Clear	\$66.04	12/16/10	03336	STRATEGIC EQUIPMENT
369703	Clear	\$245.00	12/16/10	02658	SUCCESS BEYOND THE CLASSROOM
369704	Clear	\$94.84	12/16/10	02664	SUPER DUPER PUBLICATIONS
369705		\$350.00	12/16/10	05172	TARTAN HIGH SCHOOL
369706	Clear	\$71.00	12/16/10	05285	TERRY BESEMAN
369707		\$375.00	12/16/10	00293	THE BLAKE SCHOOL DEBATE TEAM
369708		\$450.00	12/16/10	08369	THE MADISON CENTER
369709	Clear	\$139.00	12/16/10	02135	THE PIANO WORKS
369710	Clear	\$88.95	12/16/10	07804	THINK SOCIAL PUBLISHING
369711		\$504.00	12/16/10	02750	TIME FOR KIDS
369712	Clear	\$300.00	12/16/10	06918	UNIVERSITY OF OREGON
369713	Clear	\$125.00	12/16/10	05875	WHITE BEAR LAKE HIGH SCHOOL
369714	Clear	\$1,855.87	12/16/10	03017	XEROX CORPORATION
369715	Clear	\$377.29	12/22/10	00047	ADT SECURITY SYSTEMS
369716	Clear	\$1,005.00	12/22/10	04896	AIR COMFORT SOLUTIONS,INC
369717	Clear	\$150.00	12/22/10	00115	AMERICA'S CHILD
369718	Clear	\$53.00	12/22/10	07797	ANTHONY GROFF
369719	Clear	\$25.00	12/22/10	08415	AUGUST STEFAN
369720	Clear	\$660.60	12/22/10	07147	AUTISM SHOP
369721	Clear	\$43.98	12/22/10	00220	BATTERIES PLUS
369722		\$218.00	12/22/10	08412	BETH NELSON
369723		\$106.00	12/22/10	05134	BILL CAPOCASA
369724	Clear	\$265.77	12/22/10	00659	BLICK ART MATERIALS
369725	Clear	\$174.90	12/22/10	07648	BORENSON & ASSOCIATES
369726	Clear	\$36.00	12/22/10	08417	BRENT LARSON
369727	Clear	\$108.00	12/22/10	07192	BRIAN INGRAM
369728	Clear	\$55.00	12/22/10	08413	BRUCE HAFEMEYER
369729	Clear	\$20.00	12/22/10	06024	BRYAN THELL
369730	Clear	\$215.00	12/22/10	00370	BUREAU OF EDUCATION & RESEARCH
369731	Clear	\$2,371.75	12/22/10	07031	CARRIE ARDITO
369732		\$40.00	12/22/10	03897	CONCORDIA ACADEMY
369733	Clear	\$711.30	12/22/10	07088	CUSTOM WATER WORKS
369734	Clear	\$2,283.22	12/22/10	00599	DALCO
369735	Clear	\$106.00	12/22/10	06405	DAMON LALIBERTE
369736	Clear	\$74.00	12/22/10	05241	DAN LICK
369737		\$20.00	12/22/10	08425	DAVID HENNES
369738	Clear	\$155.85	12/22/10	00634	DEMCO
369739	Clear	\$1,350.00	12/22/10	04408	DISCOVERY EDUCATION
369740	Clear	\$1,080.00	12/22/10	00678	DOMINO'S PIZZA
369741	Clear	\$156.39	12/22/10	00679	DONATELLI'S
369742	Clear	\$71.00	12/22/10	05314	DOUG JAKACKI
369743	Clear	\$230.00	12/22/10	04120	DURO-LAST ROOFING, INC

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Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
369744	Clear	\$3,695.00	12/22/10	00714	EAGLE SCREEN PRINTING
369745	Clear	\$40.00	12/22/10	08365	EDWARD BERTSCH
369746	Clear	\$1,050.00	12/22/10	03969	ENERGYWISE CONSULTING,LLC
369747	Clear	\$898.20	12/22/10	00803	EXPRESS PERSONNEL SERVICES INC
369748	Clear	\$1,756.25	12/22/10	06819	FIRST STUDENT
369749	Clear	\$744.10	12/22/10	01464	G&K SERVICES
369750	Clear	\$22.72	12/22/10	00907	GALE GROUP
369751	Clear	\$5,738.33	12/22/10	04314	GIBSON INDUSTRIES
369752		\$45.00	12/22/10	03051	GINA ZITZER
369753	Clear	\$320.21	12/22/10	06146	GOPHER
369754	Clear	\$4.94	12/22/10	06061	GOPHER SPORT
369755	Clear	\$66.92	12/22/10	00987	GRAINGER
369756		\$53.00	12/22/10	07122	HERMAN P.GUTTTERMAN JR
369757	Clear	\$36.90	12/22/10	01134	HODGES BADGE CO
369758	Clear	\$7,281.84	12/22/10	01173	HSI-HUMAN SERVICES INC
369759	Clear	\$150.00	12/22/10	03408	I.S.D # 287 - PLYMOUTH
369760		\$49,904.99	12/22/10	03248	I.S.D # 834 STILLWATER
369761	Clear	\$12.84	12/22/10	08423	JAKE AUDORFF
369762	Clear	\$129.00	12/22/10	06287	JEFF SHIE
369763	Clear	\$72.00	12/22/10	08427	JENNIFER GRAF
369764		\$71.00	12/22/10	04796	JIM PURINTON
369765	Clear	\$900.00	12/22/10	08016	JOE BECKMAN
369766	Clear	\$106.00	12/22/10	06247	JOE LANGEVIN
369767	Clear	\$297.00	12/22/10	03364	JUDY DEANS
369768	Clear	\$74.00	12/22/10	08414	JUSTIN BROWN
369769	Clear	\$45.00	12/22/10	03235	KATY LUDWIGSON
369770	Clear	\$119.00	12/22/10	03195	LASERPLUS, LLC
369771	Clear	\$610.00	12/22/10	06250	MAHTOMEDI AREA FOOD SHELF
369772	Clear	\$54.20	12/22/10	01557	MAHTOMEDI AUTO SERVICE
369773	Clear	\$53.00	12/22/10	06191	MARK HERMES
369774		\$130.00	12/22/10	08416	MARSHALL MOBERG
369775	Clear	\$157.92	12/22/10	04099	MINNCOR INDUSTRIES
369776	Clear	\$900.00	12/22/10	08419	MLM CONSULTING
369777	Clear	\$45.00	12/22/10	01780	MN DEPT OF HEALTH
369778		\$70.00	12/22/10	01817	MNSACA
369779		\$32.91	12/22/10	08421	MORGAN TURNER
369780		\$959.00	12/22/10	01865	MUSIC THEATRE INTERNATIONAL
369781	Clear	\$136.67	12/22/10	01883	NATIONAL GEOGRAPHIC SCHOOL PUBLISHING
369782	Clear	\$40.00	12/22/10	08428	NICHOLAS J.ENGELMEIER
369783	Clear	\$16,910.60	12/22/10	01971	NORTHEAST METRO 916
369784	Clear	\$150.00	12/22/10	02043	ON SITE SANITATION INC
369785	Clear	\$82.29	12/22/10	02142	PIONEER PRESS- NIE
369786		\$400.00	12/22/10	02231	RAMSEY COUNTY PARKS & RECREATI
369787	Clear	\$1,020.00	12/22/10	03136	RATWIK ROSZAK & MALONEY P A
369788		\$536.07	12/22/10	08359	RELIABLE OFFICE SUPPLIES
369789	Clear	\$1,327.00	12/22/10	01518	ROLAND LOZIER
369790	Void	\$371.00	12/22/10	04507	ROMAN MARKET INC
369791	Clear	\$485.67	12/22/10	07113	SAM'S CLUB
369792	Clear	\$195.00	12/22/10	08150	SENTRY SYSTEMS INC
369793	Clear	\$72.00	12/22/10	08426	SHARON BARTZ
369794	Clear	\$300.00	12/22/10	03123	SHEILA MERZER M A
369795	Clear	\$61.92	12/22/10	02474	SHIFFLER EQUIPMENT SALES INC
369796	Clear	\$30.00	12/22/10	02551	SOUTHEASTERN SECURITY CONSULT

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369797	Clear	\$500.00	12/22/10	02578	SPRINGSTED INC
369798	Clear	\$53.00	12/22/10	08407	STANLEY ROBERTS
369799	Clear	\$86.07	12/22/10	00553	STAPLES
369800	Clear	\$164.99	12/22/10	02610	STATE SUPPLY CO INC
369801	Clear	\$28.00	12/22/10	03336	STRATEGIC EQUIPMENT
369802	Clear	\$72.00	12/22/10	05288	SUE SAMUELSON
369803	Clear	\$23.90	12/22/10	02664	SUPER DUPER PUBLICATIONS
369804	Clear	\$5,885.70	12/22/10	05881	THE CENTER FOR EFFICIENT SCHOOL OPERATIONS
369805	Clear	\$132.00	12/22/10	02135	THE PIANO WORKS
369806	Clear	\$937.50	12/22/10	08364	THERAPEUTIC FRAMWORKS INC
369807	Clear	\$396.00	12/22/10	02747	TIERNEY BROTHERS INC
369808		\$129.00	12/22/10	05204	TODD BANNIE
369809	Clear	\$106.00	12/22/10	05428	TOM GLYNN
369810		\$300.00	12/22/10	02760	TOP 20 TRAINING LLC
369811	Clear	\$16.99	12/22/10	08420	TRENT OR CHRISTINE DOERING
369812		\$17.10	12/22/10	08422	TRUDY OZZELLO
369813	Clear	\$672.75	12/22/10	02800	TWIN CITY FILTER SERVICE INC
369814	Clear	\$144.99	12/22/10	02858	VERIZON WIRELESS
369815		\$7,276.59	12/22/10	02916	WELSH COMPANIES LLC
369816	Clear	\$33,387.50	12/22/10	08411	WEST METRO LEARNING CONNECTIONS INC
369817	Clear	\$144.97	12/22/10	02984	WINNICK SUPPLY INC
369818	Clear	\$367.49	12/22/10	06248	WOLVERINE SPORTS
369819	Clear	\$855.67	12/22/10	00723	XCEL ENERGY
369820	Clear	\$549.83	12/22/10	03021	YOCUM OIL CO INC
369821	Clear	\$477.00	12/29/10	00208	BARNES & NOBLE
369822		\$2,164.00	12/29/10	03304	DONNA HRYNIEWICKI
369823	Clear	\$625.00	12/29/10	07629	ERIC JOHNSON
369824	Clear	\$1,773.95	12/29/10	00803	EXPRESS PERSONNEL SERVICES INC
369825	Clear	\$1,980.00	12/29/10	05296	FINNSISU, INC
369826		\$75.00	12/29/10	01610	MASBO
369827	Clear	\$22,404.54	12/29/10	01971	NORTHEAST METRO 916
369828	Clear	\$83.00	12/29/10	04488	ORANGE TREE EMPLOYMENT SCREENING
369829		\$2,745.60	12/29/10	02141	PINE TREE APPLE ORCHARD
369830		\$4,750.00	12/29/10	02279	RICE CREEK WATERSHED DISTRICT
369831	Clear	\$728.86	12/29/10	00553	STAPLES
369832		\$419.93	12/29/10	02785	TRIARCO ARTS AND CRAFTS
369833	Clear	\$269.37	12/29/10	03345	TRIO SUPPLY CO
369834	Clear	\$145.00	12/29/10	02825	UNIVERSITY OF MINNESOTA
369835		\$65.22	12/29/10	02889	WALMART COMMUNITY
80000869	Clear	\$133.87	12/02/10	99999	Moore, Christopher
80000870	Clear	\$29.38	12/02/10	99999	Steiger, Jennifer
80000871	Clear	\$10.00	12/02/10	99999	Steiger, Jennifer
80000872	Clear	\$29.98	12/02/10	99999	Feustel, Krista
80000873	Clear	\$35.92	12/02/10	99999	Stang, Frances H
80000874	Clear	\$278.49	12/02/10	99999	Smith, P Brett
80000875	Clear	\$104.00	12/02/10	99999	Eliason, Laura G
80000876	Clear	\$74.23	12/02/10	99999	Hering, James P
80000877	Clear	\$19.54	12/02/10	99999	Hering, James P
80000878	Clear	\$160.43	12/02/10	99999	Letourneau, Rainy
80000879	Clear	\$260.36	12/02/10	99999	Boice-Mallach, Christina
80000880	Clear	\$44.00	12/02/10	99999	Rye, Geraldine M
80000881	Clear	\$34.90	12/02/10	99999	Pontious, Robert

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80000882	Clear	\$11.78	12/02/10	99999	Rohrig, Joyce L
80000883	Clear	\$57.03	12/02/10	99999	Radabaugh-Triplat, Stacy
80000884	Clear	\$833.00	12/02/10	99999	Ryan, Erica M
80000885	Clear	\$135.00	12/02/10	99999	Nickleby, Kathe
80000886	Clear	\$69.00	12/02/10	99999	Moore, Christopher
80000887	Clear	\$244.17	12/02/10	99999	Krause, Sandra M
80000888	Clear	\$41.87	12/09/10	99999	Melquist, Nancy
80000889	Clear	\$197.39	12/09/10	99999	Kerner, Michael
80000890	Clear	\$98.70	12/09/10	99999	Walsh, Marilyn D
80000891	Clear	\$47.05	12/09/10	99999	Strege, Bonny K
80000892	Clear	\$9.00	12/09/10	99999	Terman, Tamara S
80000893	Clear	\$33.25	12/09/10	99999	Hanken Sr, John
80000894	Clear	\$50.00	12/09/10	99999	Crothers, Patrick
80000895	Clear	\$73.65	12/09/10	99999	Olson, Lindsey S
80000896	Clear	\$69.28	12/09/10	99999	Olson, Lindsey S
80000897	Clear	\$66.80	12/09/10	99999	Trautman, Terry
80000898	Clear	\$113.35	12/09/10	99999	Donovan, Julie A
80000899	Clear	\$32.90	12/09/10	99999	Brass, Valerie B
80000900	Clear	\$75.00	12/09/10	99999	Woeltge, Maureen M
80000901	Clear	\$54.98	12/09/10	99999	Nickleby, Kathe
80000902	Clear	\$134.77	12/09/10	99999	Krause, Sandra M
80000903	Clear	\$73.41	12/09/10	99999	Erickson, Anne
80000904	Clear	\$1,011.66	12/09/10	99999	Krause, Sandra M
80000905	Clear	\$250.50	12/09/10	99999	Whisler, Jeff
80000906	Clear	\$399.95	12/09/10	99999	Vaughan, Kristin
80000907	Clear	\$959.61	12/09/10	99999	Hoffman, Matthew
80000908	Clear	\$91.57	12/09/10	99999	Krause, Sandra M
80000909	Clear	\$11.88	12/09/10	99999	Pratt, Patricia
80000910	Clear	\$40.00	12/09/10	99999	Hamre, Mark B
80000911	Clear	\$10.02	12/09/10	99999	Ericson, Suzanne
80000912	Clear	\$5.18	12/09/10	99999	Olson, Lindsey S
80000913	Clear	\$146.96	12/09/10	99999	Halverson, Jacqu
80000914	Clear	\$24.41	12/16/10	99999	Goff, Karen E
80000915	Clear	\$70.23	12/16/10	99999	Rydland, Karena
80000916	Clear	\$153.12	12/16/10	99999	Rydland, Karena
80000917	Clear	\$18.75	12/16/10	99999	Peterson, Teresa
80000918	Clear	\$15.93	12/16/10	99999	Gutmann, Sheila
80000919	Clear	\$131.41	12/16/10	99999	Brown, Julie M
80000920	Clear	\$255.53	12/16/10	99999	Nickleby, Kathe
80000921	Clear	\$16.00	12/16/10	99999	Lorenz, Laura L
80000922	Clear	\$170.00	12/16/10	99999	Phelps, Alisa D
80000923	Clear	\$118.50	12/16/10	99999	Smith, P Brett
80000924	Clear	\$30.41	12/16/10	99999	Noha, Michelle L
80000925	Clear	\$184.05	12/16/10	99999	Sortland, Marie
80000926	Clear	\$29.67	12/16/10	99999	Robinson, Susan
80000927	Clear	\$432.00	12/16/10	99999	Tumbleson, Thad
80000928	Clear	\$48.19	12/16/10	99999	Goodrich, Claudine
80000929	Clear	\$169.26	12/16/10	99999	Krause, Sandra M
80000930	Clear	\$52.40	12/16/10	99999	Rohrig, Joyce L
80000931	Clear	\$849.33	12/16/10	99999	Nelson, Janine B
80000932	Clear	\$27.06	12/16/10	99999	Lundstrum, Kristin
80000933	Clear	\$441.00	12/16/10	99999	George, Mary L
80000934	Clear	\$268.98	12/16/10	99999	Brown, Julie M

## CHECK REGISTER

**Dec-11**

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
80000935	Clear	\$183.99	12/16/10	99999	Brown, Julie M
80000936	Clear	\$160.88	12/16/10	99999	Beyer, Adam R
80000937	Clear	\$28.60	12/22/10	99999	Pratt, Patricia
80000938	Clear	\$58.04	12/22/10	99999	Livingston, Judi
80000939	Clear	\$61.25	12/22/10	99999	Rice, Marianne G
80000940	Clear	\$866.99	12/22/10	99999	Belden, Phillip
80000941	Clear	\$152.00	12/22/10	99999	Benjamin, Carol
80000942	Clear	\$66.03	12/22/10	99999	Rana, Marianne E
80000943	Clear	\$60.00	12/22/10	99999	Moore, Christopher
80000944	Clear	\$65.05	12/22/10	99999	Krause, Sandra M
80000945	Clear	\$28.50	12/22/10	99999	Lewis, Belinda
80000946	Clear	\$42.90	12/22/10	99999	Loos, Kim
80000947	Clear	\$17.20	12/22/10	99999	Loos, Kim
80000948	Clear	\$36.00	12/22/10	99999	Loos, Kim
80000949	Clear	\$41.63	12/22/10	99999	Hei, Mary Jo
80000950	Clear	\$41.72	12/22/10	99999	Kochevar, Claire
80000951	Clear	\$83.00	12/22/10	99999	Sande, Rachel P
80000952	Clear	\$83.00	12/22/10	99999	Noha, Michelle L
80000953	Clear	\$10.89	12/22/10	99999	Morreim, Cynthia
80000954	Clear	\$70.42	12/22/10	99999	Hering, James P
80000955	Clear	\$123.64	12/22/10	99999	Dusek, Sara A
80000956	Clear	\$494.45	12/22/10	99999	Hoffman, Matthew
80000957	Clear	\$37.54	12/22/10	99999	Nickleby, Kathe
80000958	Clear	\$94.26	12/22/10	99999	Forbes, Donna M
80000959	Clear	\$41.90	12/22/10	99999	Nickleby, Kathe
80000960	Clear	\$76.32	12/22/10	99999	Huberty, Cassandra
80000961	Clear	\$111.35	12/29/10	99999	Anderson, Erika
<b>501</b>	<b>CK AMT</b>	<b>\$1,061,395.80</b>			

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

<u>DATE</u>	<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
12/1/10	Washington County	MN Trust	\$355,218.13	direct payment
12/7/10	State of Minnesota	MN Trust	\$72.43	direct state payment
12/10/10	MN Trust	MSDLAF	\$1,000,000.00	cover checks
12/15/10	US Bank	Peoples Bank of Commerce-EBC Flex	\$7,810.13	flex benefits
12/15/10	US Bank	Mid State Corp Federal CU	\$10,599.85	MEA teachers union dues
12/15/10	US Bank	Central Bank	\$988.26	para union dues
12/15/10	MSDLAF	US Bank	\$552,048.57	cover checks
12/15/10	US Bank	IRS	\$207,913.46	federal & fica taxes
12/15/10	US Bank	MN Dept of Revenue	\$36,112.58	state payroll taxes
12/15/10	US Bank	Public Emp. Retirement Assoc.	\$21,291.03	pera retirement
12/15/10	US Bank	Mn Teachers Retirement	\$73,233.64	teachers retirement
12/15/10	US Bank	SOMI Funding	\$53,785.94	TSA payment
12/15/10	US Bank	State Street Bank	\$1,161.04	Deferred Comp
12/15/10	State of Minnesota	MN Trust	\$286,451.99	direct state payment
12/17/10	MN Trust	MSDLAF	\$1,400,000.00	cover checks
12/21/10	State of Minnesota	MN Trust	\$279.71	direct state payment
12/21/10	US Bank	Peoples Bank of Commerce-EBC Flex	\$8,200.13	flex benefits
12/21/10	US Bank	Mid State Corp Federal CU	\$10,599.85	MEA teachers union dues
12/21/10	US Bank	Central Bank	\$988.26	para union dues
12/22/10	MSDLAF	US Bank	\$502,936.18	cover checks
12/22/10	US Bank	IRS	\$184,574.04	federal & fica taxes
12/22/10	US Bank	MN Dept of Revenue	\$31,761.50	state payroll taxes
12/22/10	US Bank	Public Emp. Retirement Assoc.	\$20,417.26	pera retirement
12/22/10	US Bank	Mn Teachers Retirement	\$68,161.25	TRA payment
12/22/10	US Bank	SOMI Funding	\$53,785.86	TSA payment
12/22/10	US Bank	State Street Bank	\$1,161.04	Deferred Comp
12/30/10	State of Minnesota	MN Trust	\$671,652.70	direct state payment



RECEIVED DEC 03 2010

4779 Bloom Ave., White Bear Lake, MN 55110 • Phone: 651-407-1200 • Fax: 651-429-1242

December 1, 2010

Ms. Dawn Maslowki  
Administrative Assistant  
Mahtomedi School District  
1520 Mahtomedi Avenue  
Mahtomedi, MN 55115

Dear Ms. Maslowski:

The *White Bear Press* newspaper wishes to be considered as your official newspaper for 2011.

We meet all the legal publication requirements under state statutes. Our circulation is audited by Verified Audit Circulation, an independent firm.

We prefer submittal of legal notices by mail or fax at 651-429-1242, or e-mail your notices to [legals@presspubs.com](mailto:legals@presspubs.com) - clearly labeling them as "Legal Notices."

The rate will remain the same at \$14.15 per column inch, in 7-point type at 9-lines per inch.

Our deadline for legal notices is Thursday by 5:00 p.m. for the following Wednesday's publication. In an emergency we can receive notices until noon on Friday.

We welcome the opportunity to serve you and look forward to any questions or concerns you may have.

Sincerely,

A handwritten signature in cursive script that reads 'Lisa Graber'.

Lisa Graber  
Legal Notice Coordinator



Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION PROVIDING LIMITED AUTHORIZATION FOR THE SUPERINTENDENT AND BUSINESS MANAGER TO SIGN CONTRACTS**

WHEREAS, Minnesota Statutes § 123B.52, Subdivision 2 provides school boards with the authority to authorize superintendents and business managers to sign contracts within adopted budgets, and

WHEREAS, numerous contracts of a routine nature need to be executed on a regular basis, and

WHEREAS, Minnesota Statutes §123B.52, subdivision 1 stipulates that contracts made without compliance to this section can be found to be void,

BE IT THEREFORE RESOLVED that the school board authorizes the superintendent and business manager to execute contracts within the adopted budget as approved by the school board provided that any transaction in an amount exceeding the minimum for which bids are required must first be specifically authorized by the school board and must fulfill all other applicable requirements.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon voted being taken thereon, the following voted in favor thereof: All, and the following voted against: None, whereupon said resolution was declared duly passed and adopted.



Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION RELATING TO AUTHORIZATION AND USE OF  
FACSIMILE SIGNATURES BY SCHOOL DISTRICT OFFICERS AND  
PROVIDING FOR SURETY BOND PROTECTION**

THEREFORE, BE IT RESOLVED by Independent School District No. 832 as follows:

1.) Pursuant to Minnesota Statutes § 47.41, the School Board of the District and the Chairperson, Clerk, and Treasurer thereof who are authorized to sign checks, drafts, warrants, vouchers, or other orders on public funds, hereby authorize the School District depository bank to honor any such instrument bearing a facsimile signature of said officers and to charge the same to the account upon which drawn as fully as though the same bore the manually written signature of such officers.

2.) Pursuant to Minnesota Statutes § 47.42, the School Board of said District approves the use of such facsimile signatures and hereby determines to insure the School District with an insurance company authorized to do business within the state in the amount of \$100,000 in the form of a surety bond or otherwise against the loss of any public funds which may be withdrawn upon unauthorized use of such facsimile signatures unless said loss occurs by reason of any officer's wrongful act.

3.) The clerk is hereby authorized and directed to furnish the School District depository with a copy of this resolution, and the School District officers and said depository are hereby authorized and directed to make the necessary arrangements for the use of facsimile signatures hereafter.

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