

# WAYZATA PUBLIC SCHOOLS

Independent School District 284  
Wayzata, Minnesota

## BOARD OF EDUCATION

Regular Meeting - March 10, 2008 - 7:30 PM  
District Administration Building  
210 County Rd. 101, N, Plymouth, MN

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# WAYZATA PUBLIC SCHOOLS

Independent School District 284  
Wayzata, Minnesota

## MISSION

### **Our Core Purpose:**

The mission of Wayzata Public Schools is to ensure a world-class education that prepares each and every student to thrive today and excel tomorrow in an ever-changing global society.

## VISION

### **What We Intend to Create and Experience:**

The vision of Wayzata Public Schools is to be a model of excellence where all students discover their unique talents, develop a love and tenacity for learning and demonstrate confidence and capacity for success through:

### **Exceptional Student Learning, Experiences and Relationships:**

- High achievement by each and every student—no exceptions, no excuses;
- Content-rich, rigorous and personalized education;
- Meaningful relationships with teachers, staff, mentors and peers in a welcoming, nurturing and safe environment where all are valued for who they are and the contributions they make.

### **Community Trust, Confidence and Partnership:**

- Comprehensive learning opportunities meeting diverse learner needs and community aspirations;
- Committed to being the first choice for students and families;
- Maintaining the highest levels of satisfaction and pride by staff, parents and community.

### **Operational Excellence:**

- Attraction, development and retention of exemplary, creative and engaged employees;
- Accountability by all staff for individual and collective performance;
- Effective and efficient use of time and human, financial and physical resources;
- Culture of continuous improvement and responsive innovation;
- High performing district governance, management and partnerships.

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 1. CALL TO ORDER/ROLL CALL**

**ITEM: \_\_\_\_\_**

**COMMENTS BY: Board Chair Moroz**

**Susan J. Droegemueller, Board Clerk, will call the roll:**

	<b><u>PRESENT</u></b>	<b><u>ABSENT</u></b>
Ms. Linda A. Cohen	_____	_____
Ms. Susan J. Droegemueller	_____	_____
Ms. Patricia L. Gleason	_____	_____
Mr. Jay A. Hesby	_____	_____
Mr. Gary W. Landis	_____	_____
Mr. John A. Moroz	_____	_____
Ms. Carter G. Peterson	_____	_____
Mr. Robert J. Ostlund, Ex Officio	_____	_____

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS**

**ITEM:** \_\_\_\_\_

**COMMENTS BY:** Board Chair Moroz

Consent Agenda items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed as a Consent Agenda item and addressed. Consent Agenda Items are as follows:

- A. Approval of Minutes
  - 1. Regular Meeting – February 11, 2008
- B. Finance and Business Recommendations
- C. Bid Award: Masonry, Window and Wall Repair
- D. Budget Adjustment 2007-2008
- E. Human Resource Recommendations

**RECOMMENDED ACTION:** Approve the agenda as presented (amended) and the Consent Agenda items as recommended.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**

Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS**

**ITEM: A. Approval of Minutes**

**COMMENTS BY: Board Clerk Droegemueller**

**1. Regular Meeting – February 11, 2008**

Enclosed for Board review and approval are the minutes of the Regular Board Meeting of February 11, 2008.

**RECOMMENDED ACTION:** Approve the minutes of the Regular Board Meeting of February 11, 2008.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**Official Minutes of Regular Meeting**  
**February 11, 2008**

**The Board of Education**  
**Wayzata Public Schools**

A Regular meeting of the Board of Education of Wayzata Public Schools was held February 11, 2008, beginning at 7:30 PM in the Wayzata City Hall, 600 Rice Street, Wayzata, MN, pursuant to due notice. The meeting was broadcast live on cable television Plymouth Channel 22 (Comcast) and Wayzata Channel 19 (Mediacom), and delayed broadcast on Minnetonka Channel 17 (Time Warner).

1. **CALL TO ORDER/ROLL CALL**

Call to Order  
Roll Call

The meeting was called to order by Board Chair, John Moroz, and Susan Droegemueller, Board Clerk, called the roll. The following School Board members were present: Ms. Linda A. Cohen, Ms. Susan Droegemueller, Ms. Patricia L. Gleason, Mr. Jay A. Hesby, Mr. Gary W. Landis, Ms. Carter G. Peterson and Mr. Robert J. Ostlund, Superintendent of Schools and Ex Officio member of the School Board. School Board members absent: No one.

**Others Present:** Colleen O. Erickson, Alan Hopeman, Annie Doughty, Jane Sigford, John Sucansky, Jodi Olson, Vaira Druva, Susan Sigal, Jabir Yusuf, Jim Hebeisen, Adam Hebeisen, Tami Chao, Wei Chao, Chee Wan Woo, Marla Kautzky, Sam Kautzky, Stacy Shaleen, Mark Shaleen, Nick Shaleen, David Shaleen, Gary Turnquist, Sarah Turnquist, Emily Turnquist, Barbara Carlson, Hanchu Zheng, Jena Gilbertson, David Gilbertson, Megan Gappa, Karen Chaussee, Lauren Wilvers, Bonnie Hagelberger, Sridhar Ranganatha, Mark Podzimek, Debbie Podzimek, Mary Nelson, Hannah Rose Furfaro, Jean Lance, John Lance, Joe Lance, Krishnan Ramanujan, Ranga Ramanujan, Gail Sarff, Shruti Satish, Sara Ali, Ali Sajjad, Zahra Sajjad, Mackenzie Keller-Miller, Kathleen Miller, Julie Newman, Charlene Luo, Christine Luo, Evan Black, Carmen Black, Rohan Patnaik, Sheila Divakaran, Mary McKasy, Leslie Hanson, Karen Stocking, Bhangavi Goduguchinta, Madhu Goduguchinta, Varshita Goduguchinta, Bob Gale, Melissa Waudby, Shaohua Zhou, Candy Lee and Eric Zhou.

2. **APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS**

Agenda and  
Consent  
Agenda

Consent Agenda items are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member or citizen so requests, in which event the item will be removed as a Consent Agenda item and addressed.

*A motion was made by Mr. Landis and seconded by Ms. Droegemueller to approve the agenda as presented and the Consent Agenda items as recommended. The motion passed unanimously.*

**Consent Agenda Items are as follows:**

- A. Approval of Minutes Minutes
1. *Approved the official minutes of:*
    - Regular Meeting – January 14, 2008
  2. *Approved the official minutes of:*
    - Special Board Meeting – January 28, 2008
- B. Proposed Changes to Board Policy and Regulations 207 and 207-R - “Board Officers” - Second Reading and Adoption Policies and Regulations
- Adopted the proposed changes to Board Policy and Regulations 207 and 207-R - Board Officers”*
- C. Proposed Changes to Board Policy 209 - “Open School Board Meetings” - Second Reading and Adoption
- Adopted the proposed changes to Board Policy 209 – “Open School Board Meetings”*
- D. Proposed Changes to Board Policy 210 - “Closed School Board Meetings”- Second Reading and Adoption
- Adopted the proposed changes to Board Policy 210 – “Closed School Board Meetings”*
- E. Proposed Changes to Board Policy and Regulations 212 and 212-R - “Public Participation In School Board Meetings” - Second Reading and Adoption
- Adopted the proposed changes to Board Policy and Regulations 212 and 212-R – “Public Participation in School Board Meetings”*
- F. Finance and Business Recommendations Finance and Business Recommendations
- Authorized the following disbursements:*
- General Checking Account – January 2008 \$ 4,124,453.47
  - Wire Transfer – December 2007 \$24,067,058.00
- Accepted donations from the following:* Gifts

Amount	Donated By	Purpose
\$ 50.00	Michael and Karen Carano	Instructional Supplies to Special Services at West

		Middle School
100.00	General Mills Foundation	Employee Matching Gift Foundation to Gleason Lake Elementary
100.00	East Middle School PTA	Baking Supplies for Winterfest
100.00	Allianz Life Insurance Company of North America/Brett Miller	Employee Giving Campaign to Gleason Lake Elementary PTA
100.00	Joel Gjevre, Katrina Hou, Patrick Servais and Wells Fargo	Employee Matching Gift Foundation to Gleason Lake Elementary
125.00	Ronald Nelson	High School Special Services Program
125.00	Cindy Mohr and Wells Fargo	Employee Matching Gift Foundation to Gleason Lake
199.00	Central Middle School PTA	Headphones for the Computer Lab
222.12	Cindy Mohr, Mark Ryshavy and Wells Fargo	Employee Matching Gift Foundation to Gleason Lake Elementary
222.12	Cindy Mohr, Mark Ryshavy and Wells Fargo	Employee Matching Gift Foundation to Gleason Lake Elementary
225.00	Cindy Mohr and Wells Fargo	Employee Matching Gift Foundation to Gleason Lake Elementary
250.00	Twin City Outdoor Services/Richard Byrne, Jr.	Family Learning Center Community Concert Support
229.14	Cindy Mohr, Mark Ryshavy and Wells Fargo	Wells Fargo Community Support/United Way Campaign
300.00	Wayzata Music Education Boosters	Central Middle School Music Program
300.00	Daniel Raether, D.D.S., M.S., Ltd.	Family Learning Center Community Concert Support
315.29	Barnes & Noble	Wayzata Family Learning Center Programs
350.00	East Middle School PTA	Scholarships for Band and Choir Programs
496.56	Central Middle School PTA	Scholarships for Band and Choir Programs
750.00	American Enterprise Investment Services Inc./Kay Komp	Media Resources for West Middle School
1,260.00	Central Middle School PTA	Atlas Purchase for 8 <sup>th</sup> Grade Social Studies Program
1,500.00	Wescott A. and Laura Jones	Wells Fargo Community Support/United Way

Gifts,  
Cont'd.

		Campaign	
3,000.00	Kopp Family Foundation/Leroy Kopp	High School Scholarship	Gifts, Cont'd.
5,000.00	Central Middle School PTA	Field Trip Scholarships for Wolf Ridge	
5,100.00	East Middle School PTA	Field Trip Scholarships	
7,400.00	Sunset Hill Elementary PTSA	Art Supplies, Xerox and Field Trip Expenses	

G. Xcel Easement at Oakwood Elementary

Xcel Energy must relocate its power poles at the Oakwood Elementary/Central Services Facility site, due to the widening of County Highway 101 by Hennepin County. Xcel must acquire an easement from the District for maintenance of the power line. The administration has negotiated a price of \$27,432 as compensation for the reduced value of the District's property. In addition, Xcel Energy has agreed to pay the appraisal cost of \$5,000, for the total reimbursement to the District of \$32,432.

The agreed-upon price is based on the value per square foot determined by an independent appraiser. The size of the easement has been reduced from 34,675 square feet to 17,145 square feet.

***Approved the Xcel Easement at Oakwood Elementary.***

Xcel  
Easement at  
Oakwood  
Elementary

H. Accept WMEP Federal Choice Grant

The West Metro Education Program (WMEP) has obtained a federal grant to enhance voluntary school choice options. A portion of the grant is passed through to Wayzata Public Schools for use. The District's share is \$32,450.

The general purposes of the grant are to provide services to Minneapolis students who attend suburban schools under the Choice is Yours program, focusing on family outreach, transportation, and academic tutoring. Specific purposes will be determined in the next few weeks by the administration.

***Accepted the WMEP Federal Choice Grant for 2008 of \$32,450 and authorized the expenditure of this amount for the purposes of the grant.***

Accept  
WMEP  
Federal  
Choice Grant

I. Human Resources Recommendations

***Approved the following Human Resource Actions as recommended:***

**Employment**

**Sarah Bennett** – 1.0 Guidance Counselor – High School  
New Position

**Sheryl Butler** – 6.25 Hour Special Education Para – Central Middle

Employment

Resignation – Kristi Larson

**Jennifer Ehresmann** – 6 Hour Special Education Para – Central Middle  
Transfer – Jill Batman

Employment,  
Cont'd.

**Mark Ferry** – 1.0 Communications Teacher (07-08 only) – High School  
Resignation – Lynn Dunlap

**Kim Gessner** – 4 Hour Special Education Para – Gleason Lake  
New Position – Sarah Stanga

**Sandra Kandik** – 1.0 Family Consumer Science Teacher (Term 3 only) – High School  
Increased Enrollment

**Jordan Kern** – Full-time Custodian – Greenwood  
Open Position

**Dale Kimball** - .167 Industrial Tech. Teacher (2<sup>nd</sup> Semester Only) – High School  
Leave of Absence

**Deantha Menon** – 5.5 Hour Special Education Para (07-08 only) - Gleason Lake  
Leave of Absence – Pris Sixel

**Barbara Meyer** – 10-Month Technology Para – Gleason Lake  
Transfer – Jennifer Houg

**Leonard Nyandoro** – Full-time Custodian – TBD  
Open Position

**Nicole Pattee** – 6 Hour Special Education Para (07-08 only) – Central Middle  
Transfer – Miguella Boon

**Susan Sigal** – 2.4 Hour Instructional Para (Temp 1/23-5/29/08) – Central Middle  
New Position

**David Warne** – 6.5 Hour Special Education Para (07-08 only) – Oakwood  
Resignation – Sarah Morris

**Contract Modification**

**Andrea Allegrezza** – Math Teacher - High School  
Increase .75 to .907

Contract  
Modification

**Courtland Pickens** – Special Education Para - High School  
Contract Ended 1/16/08

**Disability/Child Care Leave of Absence**

**Jodi Grack** – Science Teacher at the High School

Requested a childcare leave of absence from August 25-October 3 of the 2008-  
2009 school year. Her baby is due June 7, 2008.

**Nicole Johnson** – Communications Teacher at East Middle School

Requested a childcare leave of absence to begin with the birth of her baby which  
is due on April 1, 2008. She is requesting a disability leave followed by a  
childcare leave of absence through the end of the 2007-2008 school year.

**Michele Mader** – Speech Language Pathologist at Central Middle School

Requested to extend her childcare leave of absence through the end of the 2007-  
2008 school year.

**Rebekah Meyer** – Special Education Teacher at the High School

Requested a childcare leave of absence from August 25-October 3 of the 2008-  
2009 school year. Her baby is due July 1, 2008.

**Kathryn Morrissette** – Reading Teacher at Birchview Elementary

Requested a childcare leave of absence for the 2008-2009 school year. Her baby  
is due on June 26, 2008.

Disability/  
Child Care  
Leave of  
Absence

<p><b>Jocelyn Prendergast</b> – Band Director at West Middle School &amp; the High School Requested a childcare leave of absence to begin with the birth of her baby which is due on April 29, 2008. She is requesting a disability leave followed by a childcare leave of absence through the end of the 2007-2008 school year.</p>	<p>Disability/ Child Care Leave of Absence, Cont'd.</p>
<p><b><u>Leave of Absence Without Pay</u></b></p>	
<p><b>Katharine Johnson</b> – Special Education Para at West Middle School Requested a leave of absence without pay from March 12, 2008 through the end of the 2007-2008 school year.</p>	<p>Leave of Absence Without Pay</p>
<p><b><u>Extended Leave of Absence 2008-2009 (3 year minimum/5 year maximum)</u></b></p>	
<p><b>Britt Stroup</b> – 1.0 Physical Education - High School – 1<sup>st</sup> Year</p>	<p>Extended Leave of Absence</p>
<p><b>Ramona Bergstrom</b> – 1 year extension – 4<sup>th</sup> Year</p>	
<p><b>Lynn DeMarais</b> – 1 year extension – 4<sup>th</sup> Year</p>	
<p><b>Becky Maas Girard</b> – 1 year extension – 4<sup>th</sup> Year</p>	
<p><b>Janet Carlson</b> – 1 year extension – 5<sup>th</sup> Year</p>	
<p><b><u>Retirement</u></b></p>	
<p><b>Linda Aleksey</b> – District Benefits Coordinator Effective: June 30, 2008</p>	<p>Retirement</p>
<p><b>Rebby Bowman</b> – Science Teacher at West Middle School Effective: June 9, 2008</p>	
<p><b>Mary Jo Fischer</b> – ALC Teacher at the High School Effective: February 1, 2008</p>	
<p><b>Cynthia Hanke</b> – Math Teacher at East Middle School Effective: June 9, 2008</p>	
<p><b>Leslie Hanson</b> – Vision 21 Teacher at Central Middle School Effective: June 9, 2008</p>	
<p><b>Kathleen Henkel</b> – 4<sup>th</sup> Grade Teacher at Birchview Elementary Effective: June 9, 2008</p>	
<p><b>Sandra Larson</b> – Media Specialist at Sunset Hill Elementary Effective: June 9, 2008</p>	
<p><b>Jill Mertes</b> – 3<sup>rd</sup> Grade Teacher at Plymouth Creek Elementary Effective: June 9, 2008</p>	
<p><b>Bonnie Mitsch</b> – Special Education Teacher at Plymouth Creek Elementary Effective: June 9, 2008</p>	
<p><b>Gail Rains</b> – Special Education Teacher at the High School Effective: January 23, 2009</p>	
<p><b>Jan Reineck</b> – Special Education Teacher at the High School Effective: June 9, 2008</p>	
<p><b>Otis Stokes</b> – Communications Teacher at East Middle School Effective: June 9, 2008</p>	
<p><b>Dan Zrust</b> – Physical Education Teacher at the High School Effective: June 9, 2008</p>	
<p><b><u>Resignation</u></b></p>	
<p><b>Jane Behrman</b> – Hall Monitor at West Middle School Resigned her position effective February 11, 2008.</p>	<p>Resignation</p>
<p><b>Jan Kittok</b> – World Language Teacher currently on Extended Leave of Absence</p>	

Resigned her position effective November 30, 2007.

**Christopher Love** – Paraprofessional at the High School  
Resigned his position effective January 22, 2008.

**Sarah Morris** – Special Education Para at Oakwood Elementary  
Resigned her position effective February 5, 2008.

**Leah Murphy** – Elementary Teacher currently on Leave of Absence  
Resigned her position effective June 9, 2008.

**Janal Petersen** – Special Education Teacher currently on Leave of Absence  
Resigned her position effective June 9, 2008.

**Camille Picconatto** – Elementary Teacher currently on Leave of Absence  
Resigned her position effective June 9, 2008.

**LeAnne Schumacher** – Speech Pathologist currently on Leave of Absence  
Resigned her position effective June 9, 2008.

**Kristen Sonju** – East Middle School Counselor currently on Leave of Absence  
Resigned her position effective June 9, 2008.

Resignation,  
Cont'd.

J. Addition to School Board Meeting Schedule

Addition to  
School Board  
Meeting  
Schedule

1. Establish Closed Board Meetings for Negotiation Purposes

It is recommended the School Board schedule Closed Board meetings to discuss negotiations with the Custodial, Secretarial/Paraprofessional, Culinary Express and Principals' negotiation teams following each Board work session beginning Monday, March 24, 2008 and continuing until negotiations have been completed.

3. STUDENT CURRICULUM PRESENTATION

Student  
Curriculum  
Presentation

A. Plymouth Creek Elementary Students

Several Plymouth Creek Elementary students from Ms. Vaira Druva's class demonstrated their knowledge and skills in a short "Geography Bee".

4. SESQUICENTENNIAL MOMENT – Bonnie Hagelberger

Sesquicentennial  
Moment

Ms. Bonnie Leuer Hagelberger, a 1969 graduate of Wayzata High School shared her experiences of growing up and going to school in District 284. Bonnie holds her Bachelor and Master degrees from St. Cloud State University in elementary education and mathematics. She is a state and nationally recognized leader in the field of mathematics education, receiving the Presidential Award of Excellence in Elementary Mathematics Teaching in 1992 and in 1998 she was one of four recipients of the Teacher Outstanding Performance Awards in the Anoka-Hennepin District.

5. RECOGNITIONS

Recognitions

A. February Employee of the Month – Sunset Hill Elementary – Roberta Ross

Roberta Ross, Special Education Paraprofessional at Sunset Hill Elementary, was selected as Wayzata's February Employee of the Month. She has been in the elementary setting III classroom for seven years. Robbie brings not only years of experience but also

intuitive wisdom to her position. Given all that she knows, she is still open to new ideas and to seeking more input from her classroom team. She is a great team player - always thinking of the whole team including staff and students. She is structured yet flexible with students, maintains a calm demeanor and is able to see the humor in many situations. Robbie develops positive relationships with staff, students and parents. Her position is not always easy, but you would never know it because of her positive attitude. In short, she is brilliant. Congratulations Robbie!

B. Wayzata Public Schools 2008 Retirees

The following employees announced their retirement in 2008. Superintendent Ostlund recognized them for their years of service to Wayzata Public Schools:

- Linda Aleksey, District Benefits Coordinator, 23 years
- Reby Bowman, West Middle School Science Teacher, 34 years
- Mary Jo Fischer, High School ALC Teacher, 21 years
- Cynthia Hanke, East Middle School Math Teacher, 30 years
- Leslie Hanson, Central Middle School Vision 21 Teacher, 36 years
- Kathleen Henkel, Birchview 4<sup>th</sup> Grade Teacher, 15 years
- Sandra Larson, Sunset Hill Media Specialist, 36 years
- Jill Mertes, Plymouth Creek 3<sup>rd</sup> Grade Teacher, 28 years
- Bonnie Mitsch, Plymouth Creek Special Education Teacher, 15 years
- Gail Rains, High School Special Education Teacher, 30 years
- Jan Reineck, High School Special Education Teacher, 30 years
- Otis Stokes, East Middle School Communications Teacher, 29 years
- Dan Zrust, High School Physical Education Teacher, 32 years

C. Central Middle School 6<sup>th</sup> Grade KMO Team

The sixth grade Central Middle School Knowledge Master Open team earned first place in the state and fifth in the nation in the fall/winter KMO contest held January 22, 2008. The team earned a score of 828 out of a possible 1,000 points. Congratulations to the team and their advisor Leslie Hanson. Members of the team are: Sarah Ali, Evan Block, Kasey Carpenter, Christopher Chao, Taylor Cranfield, Cole Galbraith, Megan Gappa, Megan Geppert, Jena Gilbertson, Varshita Goduguchinta, Adam Hebeisen, Faiz Jabir, Kevin Jiang, Tara Karki, Sam Kautzky, MacKenzie Keller-Miller, Christine Ko, Aaron Lefko, Charlene Luo, Aaron Miller, Julie Newman, Bhargavi Papisetty, Rohan Patnaik, Ellie Ramler, Andrew Schmidt, Bridget Sperry, Apoorva Sridhar, Nathan Stocking, Emily Turnquist, Daniel Woo, Andy Xue, Kevin Zheng, and Eric Zhou.

D. WHS Debate Team

Three Wayzata High School debate teams have qualified for the national tournament which will be held in June in Las Vegas. The teams recently attended the section and state championships where Joe Lance and Hannah Furfaro earned the Arts Out Front Award for finishing in the top four teams at state. The teams are coached by Gail Sarff. The teams traveling to the national championship in June are: Joe Lance and Hannah Furfaro; Noah Rosenthal and Krishnan Ramanujan in Policy Debate, and Melissa Waudby and Shruti Satish in Public Forum Debate. Congratulations to the WHS Debate Teams!

6. **REPORTS FROM ORGANIZATIONS**

Reports from  
Organizations

This section of the agenda provides the opportunity for parent, teacher, and/or student associations/organizations to provide the School Board with reports/updates.

A. **Student Council**

Student  
Council

Lauren Wilvers was present to report on student activities at WHS.

7. **SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS**

Superintendent's  
Report

A. **Superintendent**

1. Proclamation – National Career and Technical Education Month – February 2008

February 2008 is celebrated as Career and Technical Education Month in Minnesota. Our citizens are urged to become familiar with the services and benefits offered by the Career and Technical Education programs in our communities and to support and participate in these programs to enhance students' work skills and productivity.

The approval of the proclamation confirms our school district's commitment to Career and Technical Education.

*A motion was made by Ms. Gleason and seconded by Ms. Cohen to adopt the recommended Proclamation recognizing February 2008 as Career and Technical Education Month. The motion passed unanimously. Ms. Droegemueller, Board Clerk, read the proclamation aloud. Ms. Candy Lee, BPA Advisor at Wayzata High School was present and introduced one of her students in the BPA program. She also thanked the Board for their support of the career and technical programs.*

2. Putting Family First Night – March 3, 2008 – Barbara Carlson, President and Co-Founder

Ms. Barbara Carlson, President and Co-Founder of Putting Family First, gave an update on the 4<sup>th</sup> annual "Putting Family First Night", which will take place on Monday, March 3, 2008.

*A motion was made by Ms. Cohen and seconded by Mr. Hesby that the Board officially designate Monday, March 3, 2008 as Putting Family First Night. The motion passed unanimously.*

B. **Curriculum and Instruction**

Curriculum  
and  
Instruction

1. Approval of Proposed Plymouth Creek Elementary School Site Plan – Karla Thompson

Dr. Karla Thompson and members of the Plymouth Creek Elementary site council presented the proposed Shared Decisions Agreement between the elementary and the Wayzata School Board for the 2008-10 school years. Dr. Thompson and members of the site council attended the January 28 work session to preview the agreement, answer questions, and accept suggestions.

The proposed agreement has been reviewed by the Superintendent, Executive Directors of Curriculum and Instruction, Finance & Business, Human Resources, and by the Wayzata Education Association leadership to ensure compliance with statutes, contracts, policies, and administrative regulations.

As the agreement has been found to be in compliance, it is hereby recommended for School Board approval. The Plymouth Creek Shared Decisions Site Team was congratulated for their fine work on this collaborative process. Dr. Thompson introduced the members of her team and shared highpoints of the Shared Decisions Agreement.

***A motion was made by Ms. Cohen and seconded by Ms. Gleason to approve the Shared Decisions Agreement between Plymouth Creek Elementary and the Wayzata School Board for 2008-2010 school years and authorize the School Board Chair to sign the document. The motion passed unanimously.***

2. Approval of Open Enrollment Non-Resident Agreement

Based on the enrollment during kindergarten round-up on February 7, 2008, the administration recommended that the previous Board action regarding open enrollment and non-resident agreements be amended allowing Greenwood and Plymouth Creek elementaries to be open to kindergarten students on a space available basis.

***A motion was made by Ms. Gleason and seconded by Mr. Hesby to approve the Open Enrollment and Non-Resident Agreement for 2008-2009 as recommended. The motion passed unanimously.***

3. Alternative Compensation Report – Mary McKasy

Ms. Mary McKasy, supervisor of the Alternative Compensation Program, presented a brief overview of the program, identifying areas of growth which will enhance and improve Wayzata's program. The program is designed to encourage Districts to develop alternative pay structures for teachers. Wayzata's program has provided many opportunities for discussions about increasing student achievement and for providing necessary professional development for our teachers. Board Chair, John Moroz, stated that the leadership in this area has been crucial to the teachers in our District and ultimately to the students. Great job!

No Board Action was required.

C. Finance and Business Services

Finance  
and  
Business  
Services

1. Monthly Financial Reports

**The School Board received the following monthly financial reports for review and information:**

- Monthly Financial Report, which details fund and budget status data as of December 31, 2007; and
- Student Activity Fund Report of December 31, 2007.

No Board action was required.

D. Human Resource Services

Human  
Resources

There were no items for this agenda section.

8. **OTHER BOARD ACTION**

Other Board  
Action

There were no items for this agenda section.

9. **AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD**

Audience  
Opportunity to  
Address School  
Board

This section of the agenda provides an opportunity for those who have called and placed their names on the list and for members of the audience to address the School Board.

No one came forward to address the Board.

10. **BOARD REPORTS**

Board Reports

A. Superintendent Contract Report – John Moroz

Board Chair John Moroz gave a brief report on the superintendent contract that was approved at the Special Board Meeting on Monday, January 28, 2008. He stated that it was a standard contract for three years and competitive with neighboring districts. The contract has been audited and determined to be sound and appropriate. Mr. Moroz stated that the Board is very happy to have this task behind them.

Vice Chair, Patricia Gleason, thanked Mr. Moroz for all his time and energy in negotiating Dr. Anderson’s contract. Dr. Anderson will begin his employment as superintendent of Wayzata Public Schools on July 1, 2008.

11. **NEW BUSINESS**

New Business

There was no new business.

12. **ADJOURN**

Adjourn

*There being no additional business before the School Board, a motion was made by Ms. Peterson and seconded by Mr. Landis to adjourn the meeting. The motion passed unanimously. Mr. Moroz, Board Chair, adjourned the meeting at 9:00 p.m.*

Upon approval by the School Board, complete minutes will be available at the District Administration Building, 210 County Road 101 North, Plymouth, on the District website, at all School Media Centers, and at the Public Libraries in Plymouth, Wayzata, and Ridgedale.

INDEPENDENT SCHOOL DISTRICT 284  
SUSAN DROEGEMUELLER, SCHOOL BOARD CLERK

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John A. Moroz  
School Board Chair

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Susan Droegemueller  
School Board Clerk

**Attachments:**

Board Agenda  
Xcel Easement at Oakwood Elementary  
WMEP Federal Choice Grant  
National Career and Technical Education Month Proclamation

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS**

**ITEM: B. Finance and Business Services**

**COMMENTS BY: Mr. Hopeman, Jr.**

**Finance and Business Recommendations**

These routine items are presented for Board of Education review and approval through a single consent motion.

**Monthly Bills**

The attached lists itemize claims for which the Board of Education is requested to authorize payment.

General Checking Account for February 2008	\$ 2,865,855.10
Wire Transfer for January 2008	\$ 104,010,859.00

**RECOMMENDED ACTION:** Authorize payment as recommended.

**Gifts**

The District has received the following gifts, which are in compliance with current District policy and guidelines:

Amount	Donated By	Purpose
\$ 10.00	Tim and Erica Butler	HomeBase Scholarship
55.00	Tom and Lisa Zacek	DVD player for Special Education at West Middle School
107.73	Joel Gjevre, Patrick Servais, and Wells Fargo	Employee Matching Gift Foundation to Gleason Lake Elementary
179.80	Central Middle School PTA	Purchase headsets for computer lab
200.00	Wayzata Music Education Boosters	Family Learning Center's Community Concert Sponsor
246.29	Lions Club of Wayzata	Eyeglasses for a student
300.00	KiddyWampus, Inc.	Family Learning Center's Community Concert Sponsor
563.44	Central Middle School PTA	Grant for Reading Honors Program for new books

600.00	Janice and Terryl Steen	Mixed Blood Performance Dr. King's Dream Sponsor
1,500.00	RBC Tile & Stone	Family Learning Center's Community Concert Sponsor
1,500.00	Vernon J. Pick Foundation	Young Scientist Roundtable Sponsor
<b>\$5262.26</b>		

**RECOMMENDED ACTION:** Approve the above listed gifts to be used as designated.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_  
 Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_  
 Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS  
MONTHLY CHECK DISBURSEMENT SUMMARY  
FEBRUARY 2008**

CHECK VENDOR	DESCRIPTION	DATE	AMOUNT
335755 FIRST STUDENT, INC	TRANSPORTATION	2/8/2008	362,891.81
335967 MN TEACHERS RETIREMENT ANNS	Payroll accrual	2/15/2008	196,860.96
336369 MN TEACHERS RETIREMENT ANNS	Payroll accrual	2/29/2008	196,362.06
336210 US ENERGY SERVICES, INC	MONTHLY ENERGY MAIN FEE	2/21/2008	175,725.67
336390 ADAM SERVICES	TRANSPORTATION	2/29/2008	126,005.08
335816 XCEL ENERGY	MONTHLY SERVICE	2/8/2008	117,115.75
336376 PUBLIC EMPLOYEES RETIREMENT AS	Payroll accrual	2/29/2008	102,704.47
335973 PUBLIC EMPLOYEES RETIREMENT AS	Payroll accrual	2/15/2008	99,824.57
335694 MN SCHOOL BOARDS ASSN - INSURA	COMMERCIAL PKG POLICY	2/5/2008	65,473.50
335708 PROVIDENCE ACADEMY	REIMBURSEMENT PROVIDENCE ACADEMY	2/5/2008	56,722.37
335929 TIES	WATS DECEMBER BILLING OTHER COMPAN	2/12/2008	54,567.23
336151 WOLF RIDGE ENVIRONMENTAL	FIELD TRIP FEES	2/20/2008	48,095.03
335984 WAYZATA EDUCATION ASSN	Payroll accrual	2/15/2008	45,928.14
336387 WAYZATA EDUCATION ASSN	Payroll accrual	2/29/2008	45,860.14
335821 MN SCHOOL BOARDS ASSN - INSURA	WORKERS COMPENSATION	2/8/2008	44,648.75
335664 HALLBERG ENGINEERING	PROF SERVICES-MDE#97163 CMS PROJECT	2/5/2008	40,344.86
336209 UPPER LAKE FOODS	GROCERIES	2/21/2008	33,931.30
335934 UPPER LAKE FOODS	GROCERIES	2/12/2008	29,377.87
335806 UPPER LAKE FOODS	GROCERIES	2/8/2008	29,088.34
336371 NORTH CENTRAL TRUST/FBO WAYZAT	Payroll accrual	2/29/2008	26,195.70
336290 UPPER LAKE FOODS	GROCERIES	2/26/2008	25,716.97
336356 FIDELITY INVESTMENTS	Payroll accrual	2/29/2008	24,850.69
335954 FIDELITY INVESTMENTS	Payroll accrual	2/15/2008	24,248.65
335862 HASTINGS CO-OP CREAMERY CO	GROCERIES	2/12/2008	23,487.47
335748 DIVERSIFIED SNACK DISTRIBUTION	GROCERIES	2/8/2008	21,215.18
336358 FRANKLIN-TEMPLETON	Payroll accrual	2/29/2008	18,507.34
335956 FRANKLIN-TEMPLETON	Payroll accrual	2/15/2008	18,320.74
336463 SCOPE SHOPPE INC., THE	MICROSCOPES	2/29/2008	16,391.00
336142 TIERNEY BROTHERS, INC.	TECH TIERNEY WHS WRESTLING ROOM	2/20/2008	15,708.46
336346 AMERIPRISE FINANCIAL SERVICES,	Payroll accrual	2/29/2008	15,538.43
335945 AMERIPRISE FINANCIAL SERVICES,	Payroll accrual	2/15/2008	15,455.35
336428 FIRST STUDENT, INC	SPORTS RUNS FOR JAN 08	2/29/2008	15,337.71
336200 RELIA STAR LIFE INS CO	Ins. Tracking Billing	2/21/2008	14,370.41
336360 GREAT WEST LIFE & ANNUITY - US	Payroll accrual	2/29/2008	13,627.76
335958 GREAT WEST LIFE & ANNUITY - US	Payroll accrual	2/15/2008	13,516.72
335977 T ROWE PRICE	Payroll accrual	2/15/2008	13,207.69
336380 T ROWE PRICE	Payroll accrual	2/29/2008	13,207.69
336002 FIRST STUDENT, INC	REGULAR JAN 2008 TRANSPORTATION	2/15/2008	12,956.10
335925 ST. LOUIS PARK TRANSPORTATION	TRANSPORTATION	2/12/2008	12,825.00
336036 PLYMOUTH ICE CTR	ATH - GIRLS HOCKEY PRACTICE CONTRAC	2/15/2008	12,428.75
335634 APEX ANALYTICS INC.2006	PROF SERVICES MDE 97806	2/5/2008	11,820.00
336377 SCHOOL SERVICE EMPLOYEES	Payroll accrual	2/29/2008	11,137.55
335974 SCHOOL SERVICE EMPLOYEES	Payroll accrual	2/15/2008	11,091.40
336115 MN SCHOOL BOARDS ASSN - INSURA	DEDUCTIBLE BILLING STATEMENT PERIO	2/20/2008	10,771.99
335678 LUTHER BROOKDALE CHEV	CAR- CED DRIVERS ED	2/5/2008	10,719.24
335918 SPUNKMEYER INC., OTIS	GROCERIES	2/12/2008	10,066.68
336456 RELIA STAR LIFE INSURANCE CO	Payroll accrual	2/29/2008	10,035.55
336048 TIES	WATS DECEMBER 2007 TCT BILLING	2/15/2008	9,910.99
335931 TRIO SUPPLY CO	SERVING SUPPLIES	2/12/2008	9,885.47
335819 MARCO INC	PHONE SERVERS AND SOFTWARE	2/8/2008	9,766.53
336125 CITY OF PLYMOUTH - FINANCE DEP	WATER	2/20/2008	9,653.71
335881 MINNETONKA TRANSPORTATION INC	TRANSPORTATION	2/12/2008	9,526.07
336391 ANCHOR PAPER CO	PAPER	2/29/2008	9,314.54
336190 MN SCHOOL BOARDS ASSN - INSURA	DEDUCTIBLE BILLING STATEMENT PERIOD	2/21/2008	9,302.24
336032 NW SHEET METAL CO	SERVICE MDE#97798	2/15/2008	8,820.00
335733 WEST LUTHERAN HIGH SCHOOL	REIMBURSE PRIVATE SCHOOL WEST LUTHE	2/5/2008	8,713.11
336056 APEX ANALYTICS INC.2006	PROF SERVICES MDE#25343	2/20/2008	8,444.00

336008 FIRST STUDENT, INC	TRANSPORTATION	2/15/2008	8,431.21
336052 YOUTH ENRICHMENT LEAGUE	PROF SERVICE	2/15/2008	8,235.00
335886 MOHAGEN HANSEN ARCHITECTURAL G	PROF SERVICES	2/12/2008	7,937.53
335962 MET LIFE	Payroll accrual	2/15/2008	6,974.20
336364 MET LIFE	Payroll accrual	2/29/2008	6,974.20
336147 WASTE MANAGEMENT-BLAINE	MONTHLY SERVICE	2/20/2008	6,689.25
335982 VALIC	Payroll accrual	2/15/2008	6,634.94
336385 VALIC	Payroll accrual	2/29/2008	6,634.94
335953 EQUITABLE LIFE	Payroll accrual	2/15/2008	6,536.89
336355 EQUITABLE LIFE	Payroll accrual	2/29/2008	6,511.26
335763 HEALTH SCREEN PLUS	HEALTH SCREENING 1/29-2/5	2/8/2008	6,360.00
336073 CORP EXPRESS	HS TECH LAB FURNITURE	2/20/2008	6,309.80
336051 WESTONKA ELECTRIC	PL-REPLACE FIXTURES MDE#23337	2/15/2008	6,308.00
335989 AIRPORT, PIONEER & TOWN TAXI	TRANSPORTATION	2/15/2008	6,290.00
335985 ZURICH KEMPER/ANNUITY PREM RES	Payroll accrual	2/15/2008	5,982.84
335952 EDUCATION MN ESI BILLING TRUST	Payroll accrual	2/15/2008	5,803.01
335738 BIX PRODUCE CO	GROCERIES	2/8/2008	5,746.04
336201 RELIA STAR LIFE INSURANCE CO	Ins. Tracking Billing	2/21/2008	5,686.45
336388 ZURICH KEMPER/ANNUITY PREM RES	Payroll accrual	2/29/2008	5,536.44
336287 TRIO SUPPLY CO	SERVING SUPPLIES	2/26/2008	5,163.69
336354 EDUCATION MN ESI BILLING TRUST	Payroll accrual	2/29/2008	5,100.30
336015 INTERFAITH OUTREACH	CARING FOR KIDS INITIATIVE	2/15/2008	5,000.00
336019 LIFETIME FITNESS, INC.	LOCKER RENTAL	2/15/2008	4,919.30
336386 WADDELL & REED, INC.	Payroll accrual	2/29/2008	4,804.22
336150 WEST METRO LEARNING	TUITION	2/20/2008	4,800.00
336084 GENESIS SCHOOL SALES	FUNDRAISER PRODUCT	2/20/2008	4,665.60
336361 HORACE MANN LIFE INSURANCE CO	Payroll accrual	2/29/2008	4,602.00
335959 HORACE MANN LIFE INSURANCE CO	Payroll accrual	2/15/2008	4,517.38
336167 DELOITTE CONSULTING LLP	PROF SERVICE	2/21/2008	4,263.00
336055 ALLEGRA PRINT & IMAGING	PRINTING FALL 08 CATALOG	2/20/2008	4,163.20
335983 WADDELL & REED, INC.	Payroll accrual	2/15/2008	4,101.52
335978 TWENTIETH CENTURY INVESTORS	Payroll accrual	2/15/2008	4,049.40
336381 TWENTIETH CENTURY INVESTORS	Payroll accrual	2/29/2008	4,049.40
335665 HERC-U-LIFT, INC	SERVICE - MDE#97750	2/5/2008	4,015.00
336220 BIG RIVER CONSULTING GROUP,LLC	PROF SERVICE	2/26/2008	3,850.00
335671 KARGES-FAULCONBRIDGE, INC. EN	PROF SERVICES - MDS#97163	2/5/2008	3,722.53
335802 TROPICANA CHILLED DSD	JAN 08 BEVERAGES	2/8/2008	3,524.51
335628 ADVANCED PLANNING TECHNOLOGIES	ANNUAL SUPPORT AGREEMENT 1/1/07-6/3	2/5/2008	3,504.74
335987 ADVANCED PLANNING TECHNOLOGIES	ANNUAL SUPPORT AGREEMENT 1/1/07-6/3	2/15/2008	3,504.74
335823 SKYWARD INC	W2/1099 PRINTING SERV	2/8/2008	3,460.23
335895 OLSON, EVAN	OW-PAINTING	2/12/2008	3,375.00
335913 SOL BREKK BUSINESS TECH SOLUTI	SERVICE & GEN SUPPORT	2/12/2008	3,335.00
336119 PARALLEL TECHNOLOGIES INC	TECH PARALLE TECHNOLOGIES	2/20/2008	3,294.93
336159 ADAM SERVICES	ATH - SPORT RUNS - ADAPTED	2/21/2008	3,094.19
335943 AETNA LIFE INS & ANNUITY CO	Payroll accrual	2/15/2008	2,961.07
336344 AETNA LIFE INS & ANNUITY CO	Payroll accrual	2/29/2008	2,961.07
335677 LILLIE, KEVIN	PAINT HS 2ND FL HALLWAY	2/5/2008	2,800.00
336171 FOWLIN, MICHAEL	STAFF DEV 2/25/08 CONTRACT BALANCE	2/21/2008	2,800.00
336472 VISION OF ELK RIVER, INC	TRANSPORTATION	2/29/2008	2,640.00
335969 NORTHERN LIFE INSURANCE	Payroll accrual	2/15/2008	2,615.91
336372 NORTHERN LIFE INSURANCE	Payroll accrual	2/29/2008	2,615.91
335796 SCHUMACHER WHOLESAL MEATS INC	GROCERIES	2/8/2008	2,585.50
335737 ARMSTRONG TORSETH SKOLD & RYDE	TECH VIDEO DISTRIBUTION STUDY	2/8/2008	2,534.47
335996 BUCK, NATE	ATH - CENTRAL BB OFFICIALS	2/15/2008	2,495.00
335835 BRIGGS & MORGAN	PROF SERVICE	2/12/2008	2,409.80
335729 VEBEROD GEM GALLERY	SUPPLIES	2/5/2008	2,324.40
335971 ORCHARD TRUST CO AS	Payroll accrual	2/15/2008	2,285.87
336374 ORCHARD TRUST CO AS	Payroll accrual	2/29/2008	2,285.87
335669 ISD #284	FROM GENERAL FUND TO ACTIVITY	2/5/2008	2,200.00
335963 MN CHILD SUPPORT - PAYMENT CTR	Payroll accrual	2/15/2008	2,167.75
336365 MN CHILD SUPPORT - PAYMENT CTR	Payroll accrual	2/29/2008	2,167.75
335960 LUTHERAN BROTHERHOOD/THRIVENT	Payroll accrual	2/15/2008	2,126.72
336362 LUTHERAN BROTHERHOOD/THRIVENT	Payroll accrual	2/29/2008	2,126.72
335706 POSTMASTER	REPLENISHING BULK MAIL ACCT	2/5/2008	2,124.39

335633 ANDERSEN INC., EARL F.	GL- JOB #090507B	2/5/2008	2,079.20
336110 METROPOLITAN MECHANICAL CONTRA	SERVICE-HS CONTRACT #205P0644 1/0	2/20/2008	1,920.00
335853 FOWLIN, MICHAEL	PROF SERVICE	2/12/2008	1,900.00
335739 BROWN'S ICE CREAM CO	GROCERIES	2/8/2008	1,886.65
335874 MANNING, JOHN	REIMBURSE IN ADVANCE SEMINAR 3/7-3/	2/12/2008	1,868.00
336161 BG INNOVATIONS	TRANSMITTERS	2/21/2008	1,851.94
336044 SILENT KNIGHT SECURITY GROUP	SERVICE MDE#97821	2/15/2008	1,728.00
335747 DAMSCHEN WOOD, INC	PANELS-KL KITCHEN	2/8/2008	1,703.00
336204 SCHMIT, PETER	TEXTBOOKS	2/21/2008	1,679.00
335979 UNITED EDUCATORS CREDIT UNION	Payroll accrual	2/15/2008	1,673.00
336382 UNITED EDUCATORS CREDIT UNION	Payroll accrual	2/29/2008	1,673.00
335637 AVID TECHNOLOGY INC	LANSHARE RENEWAL PLEASE S	2/5/2008	1,620.27
335765 INTERMEDIATE DIST 287	COACHING FOR SUCCESS WORKSHOP	2/8/2008	1,575.00
336188 MIXED BLOOD THEATRE CO	CMS - PERFORMANCE 2/21/08	2/21/2008	1,575.00
335697 MP NEXLEVEL LLC	TECH BLANKET CHARGES FOR WEEKLY CAB	2/5/2008	1,551.87
336211 WAYZATA COMMUNITY CHURCH	PRESCHOOL TUITION FOR 2007-08 SCHOO	2/21/2008	1,529.08
335888 MYERS, LARRY	REIMB COACH FOR ENTRY FEES	2/12/2008	1,522.00
335658 GENERAL SHEET METAL	MDE#97171 CMS AIR QUALITY UPGRADES	2/5/2008	1,425.00
335838 COLLEGE TOWN PIZZA INC #1966	PIZZA	2/12/2008	1,418.25
336395 CORPORATE HEALTH SYSTEMS, INC	FLEX PROCESSING FEB 2008	2/29/2008	1,394.96
336231 DVM PIZZA, INC	PIZZA 2/21/08	2/26/2008	1,392.00
335645 CORPORATE HEALTH SYSTEMS, INC	FLEX PROCESSING FOR JAN 2008	2/5/2008	1,391.20
336465 SEW EASY DESIGNS	SEWING KITS	2/29/2008	1,303.50
335758 GRAND RIOS INDOOR WATER PARK	FIELD TRIP DEPOSIT-3/26/08	2/8/2008	1,283.25
336352 CORPORATE HEALTH SYSTEMS, INC	Payroll accrual	2/29/2008	1,244.56
335663 GURSTEL, STALOCH & CHARGO, PA	PAYROLL	2/5/2008	1,224.15
335948 CITY COUNTY FEDERAL CREDIT UNI	Payroll accrual	2/15/2008	1,206.00
336349 CITY COUNTY FEDERAL CREDIT UNI	Payroll accrual	2/29/2008	1,206.00
336239 HAMLINE UNIVERSITY	CLASS-YVONNE LACHMILLER	2/26/2008	1,200.00
336180 MACKIN LIBRARY MEDIA	CMS - HONORS READING BOOKS	2/21/2008	1,197.92
336046 SONJU, KRISTEN	REFUND FEBRUARY 2008 COBRA PAYMENTS	2/15/2008	1,197.86
336206 TENDER LEARNING CTR	PRESCHOOL TUITION FOR 2007-08 SCHOO	2/21/2008	1,194.00
335780 MINDPLANE	QUARTERLY MAINTENANCE 2/1/08-4/30/0	2/8/2008	1,170.00
336045 SOL BREKK BUSINESS TECH SOLUTI	SERVICE & GEN SUPPORT	2/15/2008	1,160.00
335759 GREAT NORTHERN BAKING CO	GROCERIES CUSTOMER #WAY002	2/8/2008	1,104.00
336072 COMMERCIAL KITCHEN SERVICES	SERVICES-HS	2/20/2008	1,084.13
336232 EARTHGRAINS CO, THE	BREAD	2/26/2008	1,057.14
336033 OSSEO/BROOKLYN SCHOOL BUS CO	ATH - SPORT BUS FOR G BASKETBALL	2/15/2008	1,050.00
336145 VINYL MASTERS	HEALTH	2/20/2008	1,035.00
335944 AID ASSN FOR LUTHERANS	Payroll accrual	2/15/2008	1,033.39
336345 AID ASSN FOR LUTHERANS	Payroll accrual	2/29/2008	1,033.39
336068 COLLEGE TOWN PIZZA INC #1966	PIZZA	2/20/2008	1,029.50
336281 THE BAKKEN	WORKSHOPS - 4,5,6 GRADES - 2/29/08	2/26/2008	1,026.00
336139 SUNBURST CHEMICALS, INC	SUPPLIES	2/20/2008	1,027.10
336226 COLLEGE TOWN PIZZA INC #1966	PIZZA	2/26/2008	1,000.50
336078 DUDDING, JAY	DANCE CLASSES-1/24/08-2/14/08	2/20/2008	960.00
335727 UNISOURCE	SUPPLIES-GW	2/5/2008	946.28
335812 WAYZATA HIGH SCHOOL SENIOR	PARENT VOLUNTEER HOURS	2/8/2008	925.00
335972 PHOENIX HOME LIFE MUTUAL INS	Payroll accrual	2/15/2008	908.67
336375 PHOENIX HOME LIFE MUTUAL INS	Payroll accrual	2/29/2008	908.67
335893 OFFICE OF ENTERPRISE TECHNOLOG	VOICE SERVICES THRU 12/31/07	2/12/2008	902.64
336079 EARTHGRAINS CO, THE	BREAD	2/20/2008	900.39
335753 EMMONS, HENRY	PROF DEVEL SPEAKER	2/8/2008	900.00
335661 GRAINGER INC., W. W.	SUPPLIES-WRENCH FOR BELIMO, MOTORS	2/5/2008	878.63
335961 MET LIFE-PLAN 231	Payroll accrual	2/15/2008	877.96
336363 MET LIFE-PLAN 231	Payroll accrual	2/29/2008	877.96
336227 COLLEGE TOWN PIZZA INC #1937	PIZZA	2/26/2008	868.00
336197 PLYMOUTH ICE CTR	ATH - GIRLS HOCKEY ICE TIME	2/21/2008	866.25
335779 MIELKE, JOAN	PILATES CLASSES REPLACES LOST CK#32	2/8/2008	862.40
336182 MCCARTHY, MARY	TEACH CLASS	2/21/2008	850.00
336075 DALBEC ROOFING CO	SERVICE	2/20/2008	839.96
336152 XFPRO UNLIMITED, LLC	SERVICES FOR COMMUNITY CONCERT 1/26	2/20/2008	836.65
336471 TESSMAN SEED CO	INVENTORY - ICE MELT	2/29/2008	835.00
335847 EARTHGRAINS CO, THE	BREAD	2/12/2008	829.18

336020 MACIE PUBLISHING CO	SUPPLIES	2/15/2008	827.10
335839 COLLEGE TOWN PIZZA INC #1937	PIZZA	2/12/2008	812.00
336128 PUBLIC STORAGE	ACCT#9215966 GW STORAGE	2/20/2008	806.05
336111 MICKELSON, TERESA	DESIGN FALL CATALOG 08	2/20/2008	805.00
336366 MN DEPT OF REVENUE	Payroll accrual	2/29/2008	803.40
335701 OSTLUND, ROBERT	AUTO ALLOWANCE FEB 2007	2/5/2008	800.00
335699 NATL SPANISH EXAMINATION	HS - REGISTRATION	2/5/2008	798.00
335681 MARS CO, W. P. & R.S.	SUPPLIES - MDE#97750	2/5/2008	795.89
335654 FOLLETT LIBRARY RESOURCES	LIBRARY BOOKS	2/5/2008	795.70
335957 GALIC DISBURSING CO	Payroll accrual	2/15/2008	780.70
336359 GALIC DISBURSING CO	Payroll accrual	2/29/2008	780.70
336172 GREEN LIFE SUPPLY	INVENTORY ICE MELT POWER THAW	2/21/2008	774.07
335644 CORP EXPRESS	OW - CHAIR FOR TRISH HILL	2/5/2008	771.75
335772 LIDSKY, AMY	SUPPLIES	2/8/2008	763.79
335757 GARVIE, PATRICIA	MUSIC ENRICHMENT	2/8/2008	760.00
335789 PUBLIC STORAGE	ACT#10292941 SPEC ED STORAGE	2/8/2008	756.05
336069 COLLEGE TOWN PIZZA INC #1937	PIZZA	2/20/2008	756.00
336088 H & B SPECIALIZED PRODUCTS	HS WRESTLING RM PROJECTOR PROJECT	2/20/2008	744.00
336135 SCIENCE MUSEUM OF MN	GL - FIELD TRIP	2/20/2008	742.50
336067 COCA-COLA BOTTLING CO	POP DELIVERY-HS	2/20/2008	737.40
336089 HI-TECH REFRIGERATION	SERVICE	2/20/2008	732.49
335807 US ENERGY SERVICES, INC	MONTHLY ENERGY MAIN FEE	2/8/2008	700.00
336109 MERZER, SHEILA	CONT SERV	2/20/2008	700.00
335749 DVM PIZZA, INC	PIZZA 1/31/08	2/8/2008	696.00
335648 DETERMAN BROWNIE, INC	PROF SERVICE MDE #97784	2/5/2008	695.00
335980 UNITED WAY	Payroll accrual	2/15/2008	690.50
336383 UNITED WAY	Payroll accrual	2/29/2008	690.50
336466 SIGFORD, JANE	CONF - LODGING & FOOD	2/29/2008	686.61
336107 MARS CO, W. P. & R.S.	SUPPLIES - MDE#97750	2/20/2008	677.96
335672 KATOLIGHT CORP	SERVICE - MDE#97820	2/5/2008	671.77
336141 TANG, NANCY	PHOTOSHOP CLASSES	2/20/2008	665.00
335709 RETROFIT RECYCLING, INC	SERVICE MDE#97794 CMS ICE ARENA	2/5/2008	659.97
335970 NORTHWESTERN MUTUAL LIFE	Payroll accrual	2/15/2008	655.05
336373 NORTHWESTERN MUTUAL LIFE	Payroll accrual	2/29/2008	655.05
335968 NEW YORK LIFE	Payroll accrual	2/15/2008	642.25
336370 NEW YORK LIFE	Payroll accrual	2/29/2008	642.25
335662 GREENE, PATRICIA	PC PROFESSIONAL DEVELOPMENT	2/5/2008	635.00
336120 PASSPORT PALS	SPANISH ENRICHMENT FOR PEP FENCE	2/20/2008	630.00
335975 TEENS ALONE	Payroll accrual	2/15/2008	627.50
336378 TEENS ALONE	Payroll accrual	2/29/2008	627.50
336367 MN LIFE INSURANCE CO. ANNUITY	Payroll accrual	2/29/2008	625.23
335744 COLLEGE TOWN PIZZA INC #1937	PIZZA	2/8/2008	609.00
335910 SHAMROCK GROUP	CUSTOMER #3293 SNACKS	2/12/2008	608.00
336444 MATT BLAIR'S CELEBRITY PROMOTI	TUSKEGEE AIRMEN PRESENTATION	2/29/2008	600.00
336245 HILL, KERRY	SUPPLIES	2/26/2008	599.04
335846 DVM PIZZA, INC	PIZZA 2/7/08	2/12/2008	594.50
336085 GERBER, SALLY	REIMBURSE	2/20/2008	592.05
336031 NORTHEY, MICHELE	OFFICIAL	2/15/2008	584.80
336470 SUN NEWSPAPERS	BOARD MEETING MINUTES	2/29/2008	582.73
335965 MN LIFE INSURANCE CO. ANNUITY	Payroll accrual	2/15/2008	580.23
336205 STAGES THEATRE CO	OW- THIRD GRADE FIELD TRIP	2/21/2008	578.00
335750 EARTHGRAINS CO, THE	BREADS	2/8/2008	576.22
336027 MN INTERSCHOLASTIC ATHLETIC AD	ATH - CONFERENCE REGISTRATION 4/2-4	2/15/2008	560.00
335830 BARTON SAND & GRAVEL CO	SAND / SALT	2/12/2008	558.12
336198 POSTMASTER	PERMIT #43 (BULK MAIL)	2/21/2008	551.06
336104 LOUIS DEGIDIO SERVICES INC	BLOWER PARTS	2/20/2008	545.14
336074 CULLIGAN BOTTLED WATER	SERVICE	2/20/2008	534.14
336295 WEIGHT WATCHERS NORTH AMERICA,	17-WK PLAN - FOR 22	2/26/2008	524.92
335788 PRECISION CLEANING INC.	SERVICE	2/8/2008	500.00
336105 LOVEJOY, DONALD	HONORS BAND CLINICIAN	2/20/2008	500.00
336133 SANDINO, JEFF	CLASS INSTRUCTION	2/20/2008	500.00
335668 INTERMEDIATE DIST 287	REGISTER-INSTANT CHALLENGE 1/12/08	2/5/2008	495.00
335949 COMMUNITY HEALTH CHARITIES-MN	Payroll accrual	2/15/2008	495.00
336350 COMMUNITY HEALTH CHARITIES-MN	Payroll accrual	2/29/2008	495.00

335703 PAUL, CRAIG	REIMBURSE	2/5/2008	489.84
335636 AUTOMATED LOGIC CORP	SERVICE-HS	2/5/2008	486.75
335722 THYSSENKRUPP ELEVATOR CORP	QUARTERLY MAINTENANCE	2/5/2008	482.50
336276 REED, OSCAR	SERVICES 12/3/07, 1/18/08, 1/25/08	2/26/2008	480.00
336050 WELCH VILLAGE SKI AREA	ATH - LIFT TICKETS - ALPINE	2/15/2008	475.00
336160 APPLE COMPUTER, INC	BLANKET APPLE REPAIRS	2/21/2008	461.90
336441 LEADERSHIP RESOURCES	GL - SUPPLIES	2/29/2008	457.60
335811 WATSON CO INC., THE	GROCERIES	2/8/2008	455.49
335653 FLINN SCIENTIFIC, INC.	HS - SUPPLIES	2/5/2008	452.80
336440 LARSON ALLEN LLP	FINAL BILLING - AUDIT JUNE 30, 2007	2/29/2008	450.00
336041 SCHINDLER ELEVATOR CORP	SERVICE #97762	2/15/2008	441.75
335937 WATER SPECIALTY OF MN, INC	SUPPLIES	2/12/2008	440.20
336264 NEVE, KRISTEN	REIMBURSE	2/26/2008	433.06
335809 VEBEROD GEM GALLERY	SUPPLIES	2/8/2008	431.98
336194 ORANGE TREE EMPLOYMENT SCREENI	EMPLOYMENT SCREENING	2/21/2008	428.50
335824 STAGES THEATRE CO	FIELD TRIP DEPOSIT 3/11/08	2/8/2008	422.00
335688 MILL CITY MUSEUM	OW - FIFTH GRADE FIELD TRIP BOOKING	2/5/2008	420.00
336108 MEDINA ENTERTAINMENT CTR	INTRAMURAL BOWLING	2/20/2008	420.00
335810 VIKING ELECTRIC SUPPLY, INC	SUPPLIES	2/8/2008	416.95
336195 PARALLEL TECHNOLOGIES INC	VOICE WALL IN D114 PEPPERMINT FENCE	2/21/2008	404.74
335770 LANDY, JENNIFER	SUPPLIES & FOOD	2/8/2008	401.16
335946 AMERICAN GENERAL ANNUITY INS.	Payroll accrual	2/15/2008	398.42
336347 AMERICAN GENERAL ANNUITY INS.	Payroll accrual	2/29/2008	398.42
335988 AIM ELECTRONICS, INC	REMOTE START	2/15/2008	394.22
335955 FIRST TRUST CORP	Payroll accrual	2/15/2008	393.24
336357 FIRST TRUST CORP	Payroll accrual	2/29/2008	393.24
335817 ADI	TECH SECURITY PURCHASES	2/8/2008	391.96
335743 COLLEGE TOWN PIZZA INC #1966	PIZZA	2/8/2008	391.50
335964 MN DEPT OF REVENUE	Payroll accrual	2/15/2008	390.33
335793 ROLLING RIDGE FARM	HORSE FEVER CLASSES-CED	2/8/2008	388.50
335857 GRAINGER INC., W. W.	SUPPLIES	2/12/2008	381.16
336081 ELECTRIC MOTOR REPAIR, INC	SERVICE-PC	2/20/2008	380.23
335692 MINVALCO	SUPPLIES - MDE# 97798 WHS	2/5/2008	377.50
335890 NEOPOST INC.	NEOPOST MAIL MACHINE LEASE	2/12/2008	375.98
336249 KENNEDY & GRAVEN CHARTERED	WA505-00079 ADMIN PROF ISSUES J.K.	2/26/2008	372.60
335822 PEPSI-COLA	POP PURCHASES	2/8/2008	371.50
336063 CAMPBELL, AMY	SUPPLIES	2/20/2008	368.56
335791 RILEY, DETTMANN & KELSEY LLC	PROF SERVICES	2/8/2008	367.50
335947 AMERICAN UNITED LIFE	Payroll accrual	2/15/2008	363.64
336348 AMERICAN UNITED LIFE	Payroll accrual	2/29/2008	363.64
336196 PEPPER & SON INC., J. W.	CMS - CHOIR MUSIC	2/21/2008	360.99
336296 WILLIAMS, JAMIE	SERVICES 1/18/08 & 1/25/08	2/26/2008	360.00
335800 SLATER, CURTIS	REIMBURSE	2/8/2008	357.58
335714 SCHAEFBAUER, RODGER	REIMBURSE-MDE#97807	2/5/2008	355.97
336271 PENIATA, PATTY	REIMBURSE	2/26/2008	354.30
336066 CAREY, JOYCE	PROF SERVICE 1/24/08	2/20/2008	350.00
335725 TSI, INC	SUPPLIES MDE#97800	2/5/2008	345.00
336192 MORTENSON, SALLY K	CLASS INSTRUCTION-WILLS	2/21/2008	342.00
335990 ALLINA HOSPITALS&CLINICS/OCCME	ACCT#70000880 HEPATITIS VACCINE MDE	2/15/2008	341.25
336025 MITCHELL, STEPHEN	OFFICIAL	2/15/2008	339.57
336459 ROOT, STEPHEN	REIMBURSE	2/29/2008	334.46
335640 BECKMAN, TROY	CLASS	2/5/2008	329.00
335752 ELECTRIC SCIENTIFIC CO. INC.	SEMI-ANNUAL MAINT-MDE#97819	2/8/2008	325.00
335794 SARFF, GAIL	DEBATE/FOOD/PARKING	2/8/2008	320.85
335642 COMMERCIAL DOOR SYSTEMS, INC	WEATHER STRIP	2/5/2008	315.10
336137 SHERWOOD, JAIME	REIMBURSE	2/20/2008	308.71
335840 COMMAND CENTER INC	SERVICE	2/12/2008	307.20
335820 MEDCO SUPPLY CO	ATH- POWERADE CUPS	2/8/2008	306.21
335724 TREWICK, MICHAEL	REIMBURSE	2/5/2008	304.46
336016 INTERQUEST DETECTION CANINES O	SERVICE-1/2 DAY	2/15/2008	303.00
335986 ADI	HS FIRE ALARM REPAIR-MDE#97821	2/15/2008	300.54
335695 MN ZOO	K.L. 3RD GRADE ASM TROPICAL FOREST	2/5/2008	300.00
335848 EASTER, MARK	HIS-PIANO TUNING 11/5/07	2/12/2008	300.00
335976 TEXAS CHILD SUPPORT DISBURSMEN	Payroll accrual	2/15/2008	300.00

336116 MTKA HOPKINS GYMNASTICS ASSN	ATH - GYM USE/GYMNASTICS	2/20/2008	300.00
336379 TEXAS CHILD SUPPORT DISBURSMEN	Payroll accrual	2/29/2008	300.00
336432 GOETZ, DARRYL	PARENTING FORUM	2/29/2008	300.00
335998 CORP EXPRESS	SUPPLIES	2/15/2008	297.10
336057 APPLE VALLEY HIGH SCHOOL	HS - REGISTRATION	2/20/2008	296.00
336087 GRAINGER INC., W. W.	SUPPLIES - HS-WOODSHOP OUTLET	2/20/2008	293.47
336118 PAMS LUNCHROOM LLC	PROF SERVICE	2/20/2008	292.95
336229 COMMERCIAL KITCHEN SERVICES	SERVICE	2/26/2008	290.95
336394 CENTENNIAL HIGH SCHOOL	HS REGISTRATION - SPEECH INVITATION	2/29/2008	288.00
335864 HUME, AMANDA	REIMBURSE	2/12/2008	281.11
336436 INGRAM	FICTION/NON-FICTION BOOKS	2/29/2008	275.13
335801 SUNBURST CHEMICALS, INC	SUPPLIES	2/8/2008	274.39
336272 PEPPER & SON INC., J. W.	CMS - ORCHESTRA MUSIC	2/26/2008	274.34
335889 NATIONAL FRENCH CONTEST	HS -LEGRAND CONCOURS 2/18-2/27/08	2/12/2008	274.00
336100 KAATZ, NAN	REIMBURSEMENT-CONF	2/20/2008	273.82
336165 COUNTRYSIDE CAFE	FOOD	2/21/2008	270.00
336446 MN SCHOOL BOARDS ASSN	CONF 1/15/08-1/18/08	2/29/2008	268.00
335902 PROFESSIONAL INTERPRETING	PROF INTERPRETING SERVICE	2/12/2008	262.40
336253 KNUDTSON, CORY	LODGING & FOOD	2/26/2008	262.06
336143 TRANS-MISSISSIPPI BIOLOGICAL	SCIENCE SUPPLIES	2/20/2008	259.55
336450 PAAR-OLSON, AIMEE	MUSIC SUPPLIES	2/29/2008	258.99
335720 TEACHER'S DISCOVERY	WORLD LANGUAGE SUPPLIES	2/5/2008	257.88
336127 PROFESSIONAL INTERPRETING	PROF SERVICE	2/20/2008	256.00
336059 BLOOM, PATRICIA	REIMBURSE	2/20/2008	255.22
335751 EDEN PRAIRIE HIGH SCHOOL	HS - SPEECH INVITATIONAL-42	2/8/2008	252.00
336014 HILL MURRAY HIGH SCHOOL	HS - ROUND ROBIN SPEECH MEET	2/15/2008	252.00
336213 1ST LINE/LEEWES VENTURES LLC	BEVERAGES	2/26/2008	251.50
336024 MCGUNNIGLE, CYNTHIA	REISSUE LOST FLEX CHECK #108142	2/15/2008	250.30
336219 BG CONSULTING	PROF SERVICES	2/26/2008	250.00
336437 JEFFERSON SPEECH/JEFFERSON HS	HS-SPEECH INVITATIONAL 3/1/08	2/29/2008	246.00
336221 BRANDL, JAMES	ROTARY	2/26/2008	245.50
336092 HONZA, JONATHAN	REIMBURSE	2/20/2008	244.81
336234 FILDES, LORI	REIMBURSE	2/26/2008	244.53
336011 GIBSON, JANE	REIMBURSE-REPLACES LOST CK#330005	2/15/2008	244.08
335911 SLATER, CURTIS	SUPPLIES CONF EXPENSE, SUPPLIES	2/12/2008	240.59
335950 COMMUNITY SOLUTIONS FUND	Payroll accrual	2/15/2008	240.50
336351 COMMUNITY SOLUTIONS FUND	Payroll accrual	2/29/2008	240.50
336102 KRIEGLER, MATTHEW	OFFICIAL- 2 MEETS	2/20/2008	240.00
336433 HITESMAN AND ASSOCIATES, PA	PROF SERVICES	2/29/2008	240.00
335863 HOME DEPOT/GECF	SUPPLIES	2/12/2008	234.87
335844 DOMINO'S PIZZA	PC PAYMENT	2/12/2008	231.43
335880 MINNESOTA QUIZ BOWL ALLIANCE	HS - REGISTRATION 2/16/08	2/12/2008	230.00
336384 US DEPT OF EDUCATION	Payroll accrual	2/29/2008	228.36
336049 VIKING ELECTRIC SUPPLY, INC	SUPPLIES	2/15/2008	227.30
335981 US DEPT OF EDUCATION	Payroll accrual	2/15/2008	226.61
336064 CAMPBELL, LAUREN	SUPPLIES	2/20/2008	223.13
335799 SKYWARD INC	TECH SKYWARD CONFERENCE	2/8/2008	220.00
336457 RELIA STAR LIFE INSURANCE CO	CASH PAYMENTS SUPPLEMENTAL LIFE	2/29/2008	218.20
336026 MN DEPT OF REVENUE	HAZARDOUS WASTE FEE MDE#97786	2/15/2008	216.00
335683 MATH MASTERS OF MN	CMS - REGISTRATION	2/5/2008	215.00
335781 MN SCHOOL PUBLIC RELATIONS ASS	CONFERENCE-2/14/08	2/8/2008	215.00
336053 ZAHL-PETROLEUM MAINTENANCE CO	SERVICE MDE#97784	2/15/2008	215.00
335635 ARTISTIC MOMENTS	PROF SERVICE	2/5/2008	210.00
335815 WESTWOOD HILLS NATURE CTR	GL - FIELD TRIP	2/8/2008	209.00
336163 BUSHNELL SR, MICHAEL	REIMBURSE	2/21/2008	208.57
336224 CARLSON, GEOFFREY	OFFICIAL	2/26/2008	207.00
335652 FERRELLGAS, L.P.	ACCT#49882495 FUEL	2/5/2008	204.17
336001 FAIRVIEW	ATH - TRAINER FOR WRESTLING TOURNEY	2/15/2008	204.00
335924 STEWART, LAURA	SUPPLIES	2/12/2008	203.89
336138 STATE SUPPLY CO, INC.	SUPPLIES	2/20/2008	200.78
336112 MILLER, JAMES	SUPPLIES	2/20/2008	200.31
336468 ST. MICHAEL-ALBERTVILLE HIGH	HS - REGISTRATION-SPEECH INVITATION	2/29/2008	200.00
335650 EMSL ANALYTICAL, INC	WORKSHOP 11/13/07 MDE#97802	2/5/2008	199.00
336162 BRISLEY, SUSAN	SUPPLIES	2/21/2008	197.82

335666 HERRSCHER, JESSI	SUPPLIES	2/5/2008	196.69
335680 MARGET, DONNA	BOOKS	2/5/2008	195.00
336000 ERICKSON, JENNIFER	REIMBURSE	2/15/2008	194.37
335702 PARALLEL TECHNOLOGIES INC	SUPPLIES	2/5/2008	193.71
335994 BOWMAN, REBBY	REISSUE LOST FLEX CHECK #110444	2/15/2008	190.08
336184 MERLIS, ABIGAIL	SUPPLIES	2/21/2008	182.55
336054 ZILKA, AMY	CLASSES-11/1/07 & 1/31/08	2/15/2008	180.50
336012 GRANIAS, KRISTINE	SERVICES	2/15/2008	176.40
336086 GOPHER STATE ONE-CALL INC	TECH BLANKET FOR ONE CALL CONCEPTS	2/20/2008	176.00
336148 WELK, JENNIFER	SUPPLIES	2/20/2008	175.59
335795 SCHMITT MUSIC CO	SUPPLIES & REPAIRS	2/8/2008	175.00
335773 MAAS, RENE	SUPPLIES & MEETING	2/8/2008	172.68
335878 MCNEAL, JOSEPH	REIMBURSE	2/12/2008	172.43
336212 WINDSOR, CYNTHIA	REIMBURSE	2/21/2008	169.43
335771 LARSON, SARA	REIMBURSE	2/8/2008	167.77
336061 BRADY-JOHNSON, JENNIFER	SUPPLIES	2/20/2008	161.00
335849 EDEN PRAIRIE HIGH SCHOOL	HS -EPIC 2/23/08	2/12/2008	160.00
336183 MENARDS	SUPPLIES	2/21/2008	156.26
335833 BONDE, BLAKE	REPLACES LOST CK	2/12/2008	156.00
336132 ROBBINS, LOIS	REIMBURSE	2/20/2008	154.03
336451 PAGE, HEATHER	FOOD-PARENTING FORUM	2/29/2008	152.52
336157 YOUNGBLOOD LUMBER CO	PC - SUPPLIES	2/20/2008	151.90
335814 WEST METRO EDUCATION PROGRAM	CONFERENCE-MN INTEGRATION	2/8/2008	150.00
335921 STATE TOURNAMENT BANQUET	B & G ALPINE SKI MEET BANQUET	2/12/2008	150.00
336261 MN CAREER INFORMATION SYSTEM	REACTIVATE IDEAS PORTION OF MCIS SU	2/26/2008	150.00
335867 JOHNSON, MICHAEL	REIMBURSE	2/12/2008	148.67
336082 FERRELLGAS, L.P.	FUEL	2/20/2008	146.17
336462 SARFF, GAIL	DEBATE-CALIF-FOOD/PARKING	2/29/2008	144.84
336042 SCIENCE EXPLORERS	CLASSES 1/29/08	2/15/2008	144.00
335837 CHRISTOPHERSON, ALLAN	SUPPLIES	2/12/2008	143.29
335756 FISCHER, MARY	REIMBURSE	2/8/2008	141.40
336445 MN DEPT OF EDUCATION	OW-WORKSHOP	2/29/2008	140.00
335741 BURGMEIER, CAROLINE	DUES & UNIFORM	2/8/2008	139.99
335813 WEST, DEBORAH	REIMBURSE	2/8/2008	138.37
335631 ALLINA HOSPITALS&CLINICS/OCCME	ACCT #70000880 HEPATITIS VACCINE MD	2/5/2008	136.50
335831 BAUER, MARK	OFFICIAL	2/12/2008	136.00
335908 SCHROTH, DEREK	OFFICIAL	2/12/2008	136.00
335992 ALMOND, ERIC	OFFICIAL	2/15/2008	136.00
336448 OLINGER, TONY	OFFICIAL	2/29/2008	136.00
335856 GALLAGHER, KODY	OFFICIAL	2/12/2008	135.00
336235 GALLAGHER, KELLY	REIMBURSE	2/26/2008	134.30
335745 COMMERCIAL KITCHEN SERVICES	SERVICE-HS	2/8/2008	132.50
335836 BRONSON, MICHAEL	OFFICIAL	2/12/2008	130.00
335873 LEVOIR, JOSH	OFFICIAL	2/12/2008	130.00
335912 SMITH, GARY	OFFICIAL	2/12/2008	130.00
335919 STANGLER, JAMES	OFFICIAL	2/12/2008	130.00
335926 STORHAUG, BRADY	OFFICIAL	2/12/2008	130.00
336218 BETHUNE, TIMOTHY	REIMBURSE	2/26/2008	129.76
336217 BERGHERR, JON	OFFICIAL	2/26/2008	129.00
335736 ANDERSON, MARY	REIMBURSE	2/8/2008	125.90
335903 RIDLEHOOVER, JEFFERY	REIMBURSE	2/12/2008	125.80
335698 NATHE, KURT	OFFICIAL	2/5/2008	125.00
335723 TOMPERI, LEO	OFFICIAL	2/5/2008	125.00
335942 ZUMBROTA-MAZEPPA HIGH SCHOOL	ATH - ENTRY FEE - WRESTLING	2/12/2008	125.00
336434 HOCKADAY SCHOOL, THE	LONE STAR ROUND ROBIN3/28/08	2/29/2008	125.00
336353 DIVERSIFIED COLLECTION SERVS I	Payroll accrual	2/29/2008	123.84
336094 J & J GLASS & GLAZING INC	SERVICE	2/20/2008	123.12
335870 KEITH, ROD	OFFICIAL	2/12/2008	122.00
335871 KLOETZKE, JOSEPH	OFFICIAL	2/12/2008	122.00
336240 HARCOURT ACHIEVE	OW-LEVELED BOOKS	2/26/2008	121.63
336238 GRANDELIS, DAVE	OFFICIAL	2/26/2008	119.00
336255 LANCETTE, ANTHONY	OFFICIAL	2/26/2008	119.00
336257 LASKOW, MARC	OFFICIAL	2/26/2008	119.00
336266 NOLANDER, STEVEN	OFFICIAL	2/26/2008	119.00

336291 VANDERBOSCH, JOHN	OFFICIAL	2/26/2008	119.00
336297 ZIMMERMANN, ANDREA	REIMBURSE	2/26/2008	118.15
335882 MN DEPT OF EDUCATION	MDE WORKSHOP	2/12/2008	115.00
335785 OSTLUND, ROBERT	FOOD	2/8/2008	113.98
335951 DIVERSIFIED COLLECTION SERVS I	Payroll accrual	2/15/2008	113.24
335845 DROEGEMUELLER, DAVID	REIMBURSE	2/12/2008	112.52
336250 KETCHUM, BRUCE	OFFICIAL	2/26/2008	112.00
335851 FERRELLGAS, L.P.	FUEL	2/12/2008	111.39
336256 LANGLEY, KRISTINE	OFFICIAL	2/26/2008	111.00
336265 NISKA, HANS	OFFICIAL	2/26/2008	111.00
336284 TOFT, PHIL	OFFICIAL	2/26/2008	111.00
336279 SCHROTH, DEREK	OFFICIAL	2/26/2008	110.00
336293 VICTORY LINKS	ATH - ENTRY FEE B GOLF 5/16/08	2/26/2008	110.00
335760 GRISMER, SYLVIA	REIMBURSE REPLACES LOST CK#329574	2/8/2008	108.73
335860 H & B SPECIALIZED PRODUCTS	CMS-MISC-FINAL BILLING-WORK ORDER	2/12/2008	108.50
335776 MAYS, SALLY	BOOKS & FOOD	2/8/2008	107.10
336071 COMMERCIAL DOOR SYSTEMS, INC	SERVICE-BYPASS DOORS-OFFICE AREA	2/20/2008	105.30
335632 AMERICAN MESSAGING	ACCT#D2-055012 MESSAGING SERVICE	2/5/2008	104.75
336186 MILES, WILLIAM	ATH-COACHES DUES & FEES	2/21/2008	104.57
335899 POSTMASTER	ANNUAL POST OFFICE BOX RENTAL	2/12/2008	104.00
335784 NORTON, KRISTINE	BOOKS	2/8/2008	103.17
335715 SCHOLASTIC INC	OW-READING PASSAGES	2/5/2008	100.63
335649 DILLEY, JODI	REIMBURSE	2/5/2008	100.61
335687 METRO EDUCATIONAL COOP. SRV. U	WORKSHOP 2/13/08 MDE #97800	2/5/2008	100.00
335693 MN MUSIC EDUCATORS ASSN	MIDWINTER IN-SERVICE	2/5/2008	100.00
335885 MN SOCIETY OF CERT. PUBLIC ACC	ANNUAL DUES	2/12/2008	100.00
336246 JACKSON MIDDLE SCHOOL	COOKIES-YOUNG SCIENTIEST ROUNDTABLE	2/26/2008	100.00
336114 MINVALCO	HS WATER HEATER FOR KITCHEN	2/20/2008	99.66
336243 HERZOG, JOSHUA	OFFICIAL	2/26/2008	99.00
335778 MERZ, IRENE	REIMBURSE	2/8/2008	98.07
335901 PRENDERGAST, JOCELYN	REIMBURSE REPLACES CK#324721	2/12/2008	97.72
335719 TARGET	INST SUPPLIES	2/5/2008	97.71
336214 ANDERSON, BRUCE	OFFICIAL	2/26/2008	96.00
336269 PASKEY, SHANE	OFFICIAL	2/26/2008	96.00
335818 BRANNAN, KATHLEEN	REIMBURSE	2/8/2008	95.50
336230 CRIPPS, SCOTT	OFFICIAL	2/26/2008	95.00
336252 KILL, MARK	OFFICIAL	2/26/2008	95.00
336254 KNUTSEN, ERIC	OFFICIAL	2/26/2008	95.00
336040 ROBERTS, FRANCE	REISSUE LOST FLEX CHECK #109691	2/15/2008	94.54
336189 MN PIONEER PARK	GW-3RD GRADE FIELD TRIP 5/7/08	2/21/2008	93.75
335792 ROGERS, JUDY	REIMBURSE	2/8/2008	92.62
335790 RELATE COUNSELING CTR	CONT SERVICES	2/8/2008	90.00
336099 JORSTAD & REUTHER GRAPHIC DESI	STUDENT REG GRAPHIC SERVICES	2/20/2008	90.00
336117 NATL ASSN FOR COLLEGE ADMISSIO	MEMBERSHIP	2/20/2008	90.00
336037 POPPLERS MUSIC INC	CHOIR MUSIC	2/15/2008	89.70
336070 COMMAND CENTER INC	SERVICE	2/20/2008	89.60
335997 BYRNE, HEATHER	REFRESHMENTS	2/15/2008	88.82
336283 THOMS, FEVE	CULINARY EXPRESS REFUND	2/26/2008	88.75
335746 CUB FOODS	GROCERIES	2/8/2008	88.36
335647 DEEP ROCK WATER CO	BOTTLE WATER & SERVICE	2/5/2008	86.89
335855 GALE, CHRISTA	REIMBURSE	2/12/2008	84.03
335685 MCCASKILL, MARTHA	CULINARY EXP ACCT	2/5/2008	83.80
336177 JOHNSON, NICOLE	BOOKS	2/21/2008	83.79
335941 ZIMMERMANN, ANDREA	SUPPLIES REPLACE CK#329423	2/12/2008	83.27
335797 SCOTT-CRITZER, CATHERINE	FOOD	2/8/2008	82.00
335936 WARZEHA, CHERYL	REIMBURSE	2/12/2008	81.30
336098 JOHNSON, JERI	REIMBURSE	2/20/2008	81.25
335713 SCHABEL, MARY	PROF SERVICES	2/5/2008	80.00
336140 SUN NEWSPAPERS	CLASSIFIED AD-HS MONITOR	2/20/2008	80.00
336175 ISD #270 - HOPKINS SCHOOLS	GED TESTING	2/21/2008	80.00
336431 FRAWLEY, KAREN	MN MUSIC ED NAT'L ASSN	2/29/2008	80.00
335808 VALIAROVSKAIA, NATALIA	UNIFORM	2/8/2008	78.97
335782 MP NEXLEVEL LLC	TECH BLANKET CHARGES FOR WEEKLY CAB	2/8/2008	77.81
335798 SHANNON-ANDERSON, KARI	REIMBURSE	2/8/2008	76.99

336199 REALLY GOOD STUFF	SUPPLIES	2/21/2008	76.93
335629 ALLEN, BRENT	REIMBURSE	2/5/2008	76.39
335827 ANDERSON, PETER	OFFICIAL	2/12/2008	75.00
335884 MN SCHOOL PUBLIC RELATIONS ASS	MEMBERSHIP	2/12/2008	75.00
335892 NOVAK, JAMES	OFFICIAL	2/12/2008	75.00
335991 ALLINA HOSPITALS&CLINICS/OCCME	ACCT#70001383 MED CARE	2/15/2008	75.00
335651 FAUE, JEREMY	OFFICIAL	2/5/2008	72.76
335656 GALZKI, JACOB	OFFICIAL	2/5/2008	72.76
335700 OLIVER, JERRY	OFFICIAL	2/5/2008	72.76
335712 RUSTAD, BENNETT	OFFICIAL	2/5/2008	72.76
335869 KASTNER, JACKIE	OFFICIAL	2/12/2008	72.76
335872 LAMBERTY, ALYSSA	OFFICIAL	2/12/2008	72.76
335894 OLIVER, JERRY	OFFICIAL	2/12/2008	72.76
335906 RUSTAD, BENNETT	OFFICIAL	2/12/2008	72.76
335641 BLOOM, PATRICIA	INST	2/5/2008	72.00
335655 GALLAGHER, LARRY	OFFICIAL	2/5/2008	72.00
335667 HOLSETH, ERIC	OFFICIAL	2/5/2008	72.00
335684 MATHRE, RYAN	OFFICIAL	2/5/2008	72.00
335732 WANLESS, TROY	OFFICIAL	2/5/2008	72.00
335825 AASEN, SEAN	OFFICIAL	2/12/2008	72.00
335842 DEYOUNG, DARREN	OFFICIAL	2/12/2008	72.00
335876 MATHRE, RYAN	OFFICIAL	2/12/2008	72.00
335914 SORENSON, MATT	OFFICIAL	2/12/2008	72.00
336028 MORROW, DON	OFFICIAL	2/15/2008	72.00
336035 PETERSON, MARK	OFFICIAL	2/15/2008	72.00
336096 JAMESON, STEVEN	OFFICIAL	2/20/2008	72.00
336134 SCHMIDT, JUSTIN	OFFICIAL	2/20/2008	72.00
336225 COLAGO, ROLAND	OFFICIAL	2/26/2008	72.00
336237 GONSIOR, GREGG	OFFICIAL	2/26/2008	72.00
336259 MATHRE, RYAN	OFFICIAL	2/26/2008	72.00
336292 VANHEEL, RANDALL	OFFICIAL	2/26/2008	72.00
336389 AASEN, SEAN	OFFICIAL	2/29/2008	72.00
336467 SORENSON, MATT	OFFICIAL	2/29/2008	72.00
335761 HAGEN, CLARICE	BOOKS	2/8/2008	71.00
335657 GENE KELLY TRUST ACCOUNT	PAYROLL	2/5/2008	69.47
335674 KIMMEL, AMY	REIMBURSE	2/5/2008	69.34
335999 DEWITT, ROBERT	SUPPLIES	2/15/2008	68.98
336203 SCHMITT MUSIC CO	CMS - BAND MUSIC	2/21/2008	68.32
335854 FRANKE, DANAYA	OFFICIAL	2/12/2008	68.00
335879 MILLER, RHONDI	OFFICIAL	2/12/2008	68.00
335928 TAGGATZ, ELAINE	OFFICIAL	2/12/2008	68.00
336273 PIEPER, ROBERT	OFFICIAL	2/26/2008	68.00
335828 ANDERSON, SARAH	SUPPLIES REPLACES CK#325638	2/12/2008	67.84
336392 BERGENSTAL, CAROL	FOOD & POSTAGE-PARENTING FORUM	2/29/2008	66.65
336077 DEVOE, MARC	REIMBURSE	2/20/2008	65.64
336131 RIES, CAROLE	REIMBURSE	2/20/2008	65.60
336034 PAUL, CRAIG	COPIES	2/15/2008	65.56
335670 JOHNSON, JOSH	OFFICIAL	2/5/2008	65.00
335679 MANLY, JOHN	OFFICIAL	2/5/2008	65.00
335686 MCCRARY, KELLY	OFFICIAL	2/5/2008	65.00
335826 ADDY, DAVID	OFFICIAL	2/12/2008	65.00
335843 DIXON, RALFORD	OFFICIAL	2/12/2008	65.00
335865 JOERGER, BLAINE	OFFICIAL	2/12/2008	65.00
335887 MOORE, CHARLES	OFFICIAL	2/12/2008	65.00
336021 MANLY, JOHN	OFFICIAL	2/15/2008	65.00
336023 MCCRARY, KELLY	OFFICIAL	2/15/2008	65.00
336029 NEAL, ROGER	OFFICIAL	2/15/2008	65.00
336095 JAMESON, STACY	OFFICIAL	2/20/2008	65.00
336155 YORKOVICH, BRADLEY	OFFICIAL	2/20/2008	65.00
336156 YORKOVICH, JOHN	OFFICIAL	2/20/2008	65.00
336215 BAKKE, JASON	OFFICIAL	2/26/2008	65.00
336248 JONCKOWSKI, JEFF	OFFICIAL	2/26/2008	65.00
336258 MANLY, JOHN	OFFICIAL	2/26/2008	65.00
336263 NEAL, ROGER	OFFICIAL	2/26/2008	65.00

336268 OTTE, KENT	OFFICIAL	2/26/2008	65.00
336270 PEARCY, SCOTT	OFFICIAL	2/26/2008	65.00
336430 FORBROOK, WILLIAM	OFFICIAL	2/29/2008	65.00
336435 HULTGREN, DEAN	OFFICIAL	2/29/2008	65.00
336453 PETERSON, TYLER	OFFICIAL	2/29/2008	65.00
335764 HOME DEPOT/GECF	SUPPLIES	2/8/2008	64.34
336181 MARTIN, HEIDI	REIMBURSE	2/21/2008	64.14
335721 THOMAS, LISA	CANCEL CLASS	2/5/2008	64.00
336062 BURT, AMY	CANCEL CLASS	2/20/2008	64.00
336083 FISH, JANET	LODGING - REPLACES LOST CK #329857	2/20/2008	63.84
336202 RUCHTI, JULIE	CERT, DUES, UNIFORM	2/21/2008	63.52
335675 LARSEN, THOMAS	SUPPLIES	2/5/2008	62.24
335850 FALLS, DENISE	REIMBURSE	2/12/2008	62.23
336267 O'BRIAN, KELLI	OFFICIAL	2/26/2008	62.00
335993 BORK, GARY	OFFICIAL	2/15/2008	61.00
336030 NORTHEY KOCKLER, ALICIA	OFFICIAL	2/15/2008	61.00
336010 GASCH, BOB	OW - DONATION FOR STORY TELLING	2/15/2008	60.00
336058 BERG, LISA	REFUND STUDENT PARKING	2/20/2008	60.00
336091 HIRSCH, JAMES	ATH - CLC SCHEDULER	2/20/2008	60.00
336169 EASTVIEW HIGH SCHOOL	HALF DAY SUB CHARGE 1/25/08	2/21/2008	60.00
335689 MILLER, DONNA	COPYING	2/5/2008	59.49
335786 PALMATIER, RACHEL	REIMBURSE	2/8/2008	59.49
336166 DAHL, LINDA	FOOD	2/21/2008	58.88
336017 KEMMETMUELLER PHOTOGRAPHY	ATH - GBB	2/15/2008	58.66
336449 OSTLUND, ROBERT	CELL PHONE	2/29/2008	58.19
335777 MCKERNAN, ALISON	REIMBURSE	2/8/2008	57.52
336113 MINNEAPOLIS PUBLIC SCHOOLS	EC SCREENING	2/20/2008	56.00
336187 MILLER, AMANDA	FOOD	2/21/2008	55.83
335896 PAREKH, LESYA	CONF EXPENSE 8/14/07 REPLACES LOST CK	2/12/2008	55.00
336473 VOGT, NANCY	FOOD-PARENTING FORUM	2/29/2008	54.76
336022 MARINE CORP EDUCATORS WORKSHOP	REGISTER-WORKSHOP	2/15/2008	53.80
335907 SCHMITT MUSIC CO	SUPPLIES	2/12/2008	53.71
335897 PATTON, KATIE	REIMBURSE REPLACES CK#324855	2/12/2008	53.04
336393 BRISLEY, SUSAN	SUPPLIES	2/29/2008	52.76
336452 PETCO ANIMAL SUPPLIES, INC	SCIENCE SUPPLIES	2/29/2008	52.65
335659 GRAINGER INC., W. W.	MDE#97754 CHEMICAL IMPACT	2/5/2008	52.24
336191 MOFFETT, LAURA	UNIFORM	2/21/2008	52.00
335639 BASS, SAMUEL	REIMBURSE	2/5/2008	51.86
335704 PETERSON, MARK	OFFICIAL	2/5/2008	50.00
335731 WALETZKO, KEN	OFFICIAL	2/5/2008	50.00
335858 GROWTH STRATEGIES	PROF SERVICE	2/12/2008	50.00
335883 MN SCHOOL COUNSELORS ASSN	MEMBERSHIP	2/12/2008	50.00
335900 PRANGHOF, PAUL	OFFICIAL	2/12/2008	50.00
335909 SELEEN, KEITH	OFFICIAL	2/12/2008	50.00
335995 BRANDT, KEVIN	OFFICIAL	2/15/2008	50.00
336013 HELMER, TERRY J	OFFICIAL	2/15/2008	50.00
336018 KLEIN, JOSHUAL	OFFICIAL	2/15/2008	50.00
336043 SELEEN, KEITH	OFFICIAL	2/15/2008	50.00
336126 PRANGHOF, PAUL	OFFICIAL	2/20/2008	50.00
336136 SELEEN, KEITH	OFFICIAL	2/20/2008	50.00
336438 KLOETZKE, JOSEPH	OFFICIAL	2/29/2008	50.00
336460 RYAN, JASON	OFFICIAL	2/29/2008	50.00
336461 SAGEHORN, DICK	OFFICIAL	2/29/2008	50.00
336464 SELEEN, KEITH	OFFICIAL	2/29/2008	50.00
336260 MCKINZIE, LINDA	SHOES	2/26/2008	49.99
335682 MASHADI, ERAM	REIMBURSE	2/5/2008	49.53
336233 EDWARDS, DAVID	OFFICIAL	2/26/2008	49.00
336236 GALLAGHER, LARRY	OFFICIAL	2/26/2008	49.00
336242 HELMKE, ELISA	PIZZA	2/26/2008	49.00
336262 MORROW, DON	OFFICIAL	2/26/2008	49.00
336294 WANLESS, TROY	OFFICIAL	2/26/2008	49.00
335787 PAUL, CRAIG	FOOD	2/8/2008	48.42
336173 HOUSE OF NOTE	CMS - ORCHESTRA STRINGS	2/21/2008	48.00
336223 BRUNN, ERIC	OFFICIAL	2/26/2008	48.00

336278 SAUL, MICHAEL	OFFICIAL	2/26/2008	48.00
336443 LOPEZ, KIMBERLY	SHOES	2/29/2008	47.99
335930 TOTMAN, GISELE	REIMBURSE	2/12/2008	47.72
335841 COMMERCIAL DOOR SYSTEMS, INC	DOOR SWEEP-CMS BRUSH SWEEP-AD	2/12/2008	47.52
336228 COMMERCIAL DOOR SYSTEMS, INC	DOOR VENT WRESTLING RM DOOR	2/26/2008	45.50
335676 LEHMAN, DENNIS	CLASS	2/5/2008	45.00
335868 JONES, KRIS	MEMBERSHIP-COA ASSN	2/12/2008	45.00
336282 THINGVOLD, GAIL	SHOES	2/26/2008	44.97
335861 HANILY-DOLAN, NANCY	SUPPLIES	2/12/2008	44.89
336469 STROEBL, JANET	REIMBURSE	2/29/2008	44.44
335735 ACT	EXPLORE TEST RESULTS CD	2/8/2008	44.00
335742 CAMPBELL, OLGA	SUPPLIES	2/8/2008	44.00
336458 ROBERTS, DANIEL	SUPPLIES	2/29/2008	43.35
335710 ROBERTS, LAURIE	SUPPLIES	2/5/2008	42.64
336170 EGAN, LAURA	COACHES ASSN	2/21/2008	42.00
336185 METRO ATHLETIC SUPPLY	ATH - PRE WRAP	2/21/2008	41.20
335691 MILLER, LINDA	SUPPLIES	2/5/2008	41.00
336442 LIDDY, SALLY	DUES	2/29/2008	40.00
336176 JAHN, ERIC	ENGRAVING	2/21/2008	38.45
336121 PATTON, KATIE	REIMBURSE	2/20/2008	38.43
335643 CONTINENTAL CLAY CO	SH-ART	2/5/2008	37.50
336154 YOGASTUDIO	PROF SERVICE	2/20/2008	37.05
336298 ZYLLA, CASEY	SUPPLIES	2/26/2008	36.99
336396 DEMCO, INC.	SUPPLIES	2/29/2008	36.82
335718 SWANSON, LORI	CANCEL CLASS	2/5/2008	36.00
336060 BOYLSTON, JAN	FOOD	2/20/2008	35.76
336106 LUTZ, DAVID	SUPPLIES	2/20/2008	35.67
336244 HICKNER, COREY	SUPPLIES	2/26/2008	35.37
336168 EAGAN HIGH SCHOool	HS - EXPLORING HISTORY	2/21/2008	35.00
336130 RANDALL, LIZABETH	SUPPLIES	2/20/2008	34.95
336122 PETERSON, LAURI	SUPPLIES	2/20/2008	34.32
335852 FLOE, ELIZABETH	CLASS CANCELLED	2/12/2008	34.00
335859 GUDRAIS, BEVERLY	SUPPLIES	2/12/2008	32.68
336129 QUALITY PRODUCTS, INC	OW-PENS AND PENCILS	2/20/2008	32.49
336103 LIGHT, JULIE	FOOD	2/20/2008	32.08
335898 PETERSON, LAURI	SUPPLIES REPLACES CK#322596	2/12/2008	31.86
335940 WONG, MARGARET	REIMBURSE	2/12/2008	31.76
335716 SONDERUP, MARK	SUPPLIES	2/5/2008	31.34
335690 MILLER, JANET	REIMBURSE	2/5/2008	31.16
336158 ZIESEL, THERESA	REIMBURSE	2/20/2008	30.89
335905 ROBINSON, DIANE	REIMBURSE	2/12/2008	30.17
335707 PRALLE, ANNE	OFFICIAL	2/5/2008	30.00
335717 STEINWEG, CLAIRE	OFFICIAL	2/5/2008	30.00
335922 STEINWEG, CLAIRE	OFFICIAL	2/12/2008	30.00
335923 STEINWEG, EMILY	OFFICIAL	2/12/2008	30.00
336009 GALLAGHER, KODY	OFFICIAL	2/15/2008	30.00
336038 PRALLE, ANNE	OFFICIAL	2/15/2008	30.00
336047 STEINWEG, EMILY	OFFICIAL	2/15/2008	30.00
336149 WEST METRO LEARNING CONNECTION	SUPPLIES	2/20/2008	30.00
336277 RODGERS, JUDITH	SUPPLIES	2/26/2008	29.69
336439 KURINSKI, ELENA	FOOD	2/29/2008	29.39
335646 DEAN, RHONDA	PARKING-MASSP CONF	2/5/2008	29.00
336454 PROGRESSIVE BUSINESS PUBLICATI	RENEWAL	2/29/2008	28.99
336090 HILL, KATHRYN	SUPPLIES	2/20/2008	28.88
336065 CAO, JOHNATHON	REPLACES LOST CK	2/20/2008	28.00
336144 TURNQUIST, SARAH	SHOES	2/20/2008	27.99
335939 WILKENS, REBECCA	SUPPLIES	2/12/2008	27.09
335875 MARS CO, W. P. & R.S.	TORX SCREWDRI-RODGER	2/12/2008	26.44
336247 JOHNSON, MARI	REIMBURSE	2/26/2008	26.38
336164 CHRISTOPHERSON, BETTINA	SUPPLIES	2/21/2008	26.28
335866 JOHNSON, JERI	PARKING & FOOD	2/12/2008	26.07
336193 MP NEXLEVEL LLC	TECH BLANKET CHARGES FOR WEEKLY CAB	2/21/2008	25.94
335754 FIELDER, CALI	REIMBURSE	2/8/2008	25.10
335768 KESSLER, MARIANNA	CLASSES	2/8/2008	25.00

336179 LIDDY, SALLY	UNIFORM	2/21/2008	24.99
336286 TRANS-MISSISSIPPI BIOLOGICAL	PILL BUGS	2/26/2008	23.45
335762 HAUGEN, SARAH	FOOD	2/8/2008	23.42
335711 RUDOLPH, LISA	POSTERS	2/5/2008	22.50
336285 TOTMAN, GISELE	FOOD	2/26/2008	22.50
336216 BEHERNS, CINDY	SUPPLIES	2/26/2008	22.49
335730 VLATKOVICH, PAIGE	REIMBURSE	2/5/2008	22.42
336222 BRANDT, KEVIN	OFFICIAL	2/26/2008	22.00
336241 HELMER, TERRY J	OFFICIAL	2/26/2008	22.00
335734 WETZEL, SUSAN	UNIFORM	2/5/2008	21.99
335927 SWENSON, AMY	SUPPLIES REPLACES CK #327407	2/12/2008	21.95
336275 RAYMOND, PATRICIA	REIMBURSE	2/26/2008	21.21
336097 JOHNSON, JANE	SUPPLIES	2/20/2008	20.09
336101 KELLY, ANN	REIMBURSE	2/20/2008	20.08
335938 WIEGAND, LAURIE	PARKING	2/12/2008	20.00
335891 NICKEL, KAREN	SUPPLIES REPLACES CK#323147	2/12/2008	19.99
336429 FISCHER, KIM	CULINARY EXPRESS ACCT	2/29/2008	19.95
336093 HOWE, MICHELLE	REPLACES LOST CK#328346	2/29/2008	19.90
336474 WAYZATA CHAMBER OF COMMERCE	LUNCHEON FEE 3600A	2/29/2008	18.00
335832 BLUMER, WARD	REPLACES CK#329650	2/12/2008	17.46
335834 BRADFORD, KORENA	REPLACES CK#325839	2/12/2008	16.99
335829 BAKER, MELODY	SUPPLIES	2/12/2008	16.86
336251 KIFFMEYER, CARI	FOOD	2/26/2008	16.28
336447 MN SCHOOL BOARDS ASSN - INSURA	POLICY #2010043313 ENDORSEMENT	2/29/2008	16.00
336174 HOWE, MICHELLE	REPLACES LOST CK#328148	2/21/2008	15.98
335630 ALLEN, STEPHANIE	REIMBURSE	2/5/2008	15.96
335877 MCGUNNIGLE, CYNTHIA	REGISTRATION FEE FOR MACAC	2/12/2008	15.00
336274 PRALLE, ANNE	OFFICIAL	2/26/2008	15.00
336280 STEINWEG, CLAIRE	OFFICIAL	2/26/2008	15.00
336178 KANDIK, SANDRA	SUPPLIES	2/21/2008	14.00
335740 BUCKNAM, JULIE	PARKING -TRAINING	2/8/2008	13.00
335766 JACOBS, MOLLY	REIMBURSE	2/8/2008	12.73
336153 YANG, PETER	REFUND HOME BASE FEE	2/20/2008	12.00
335767 JENSEN, KAYLEEN	FOOD	2/8/2008	10.38
335920 STATE OF MN-DEPT LABOR & INDUS	AD BLDG-LICENSE	2/12/2008	10.00
335638 BANKS, KATHERINE	REIMBURSE	2/5/2008	9.70
335774 MACLACHLAN, SCOTT	PARKING-CONF	2/8/2008	9.00
335904 ROBERTS, DANIEL	PARKING	2/12/2008	9.00
335673 KESSLER, MARIANNA	CERTIFICATION	2/5/2008	8.00
335783 NATIONAL GEOGRAPHIC	GL - ACCT#60370202	2/8/2008	7.90
335769 KNUDTSON, CORY	REIMBURSE	2/8/2008	6.51
336039 REINKE, MICHELLE	SUPPLIES	2/15/2008	6.33
335696 MORGAN, SPENCER	SCHOLARSHIP FUND	2/5/2008	6.00
335726 TURNQUIST, SARAH	CERTIFICATION	2/5/2008	5.00
335775 MARCO INC	VOID	2/8/2008	0.00
335935 VIKING ELECTRIC SUPPLY, INC	VOID	2/12/2008	0.00
336076 DELOITTE & TOUCHE LLP	VOID	2/20/2008	0.00
336080 EASTVIEW HIGH SCHOOL	VOID	2/21/2008	0.00
251211 WOOLERY, RONNA	VOID	2/21/2008	(3.20)
278410 ARCH WIRELESS	VOID	2/12/2008	(7.93)
258321 MCGUNNIGLE, CYNTHIA	VOID	2/12/2008	(15.00)
323722 WORNER, TOD	VOID	2/21/2008	(15.00)
328148 HOWE, MICHELLE	VOID	2/20/2008	(15.98)
271787 FARQUHAR, JANIFER	VOID	2/12/2008	(16.95)
325839 BRADFORD, KORENA	VOID	2/11/2008	(16.99)
329650 BLUMER, WARD	VOID	2/11/2008	(17.46)
328346 HOWE, MICHELLE	VOID	2/15/2008	(19.90)
323147 NICKEL, KAREN	VOID	2/12/2008	(19.99)
257832 INTEREUM	VOID	2/11/2008	(21.00)
327407 SWENSON, AMY	VOID	2/11/2008	(21.95)
265675 SPORTS MUSIC	VOID	2/12/2008	(25.98)
327954 CAO, JOHNATHON	VOID	2/15/2008	(28.00)
322596 PETERSON, LAURI	VOID	2/11/2008	(31.86)
254186 LILJA, DAVID	VOID	2/11/2008	(40.00)

324855 PATTON, KATIE	VOID	2/11/2008	(53.04)
329469 PAREKH, LESYA	VOID	2/12/2008	(55.00)
323017 GASCH, BOB	VOID	2/14/2008	(60.00)
329857 FISH, JANET	VOID	2/15/2008	(63.84)
325638 ANDERSON, SARAH	VOID	2/11/2008	(67.84)
258798 NATL ASSN OF SOCIAL WORKERS	VOID	2/12/2008	(68.00)
334767 WEIGHT FOR ME	VOID	2/5/2008	(72.00)
325417 J.M.W.V.	VOID	2/12/2008	(75.00)
329423 ZIMMERMANN, ANDREA	VOID	2/11/2008	(83.27)
324721 PRENDERGAST, JOCELYN	VOID	2/12/2008	(97.72)
329574 GRISMER, SYLVIA	VOID	2/12/2008	(108.73)
328379 BONDE, BLAKE	VOID	2/11/2008	(156.00)
330005 GIBSON, JANE	VOID	2/14/2008	(244.08)
313797 GROTH MUSIC CO	VOID	2/13/2008	(288.00)
321181 TIES	VOID	2/12/2008	(300.00)
323461 PLYMOUTH DIAL-A-RIDE	VOID	2/8/2008	(300.00)
257675 TWIN CITIES EMPLOYMENT GUIDE	VOID	2/12/2008	(612.00)
329918 MIELKE, JOAN	VOID	2/12/2008	(862.40)
335265 SCIENCE MUSEUM OF MN	VOID	2/14/2008	(900.00)
272007 QUANTUM DEVELOPMENT, INC	VOID	2/12/2008	(1,435.00)
251890 CITY OF PLYMOUTH - FINANCE DEP	VOID	2/11/2008	(1,482.11)
			2,865,855.10

APPROVED BY: G.WILLIAM RUEBER  
CONTROLLER - ISD 284  
MARCH 4, 2008

CARTER G. PETERSON, TREASURER  
BOARD OF EDUCATION - ISD 284  
MARCH 10, 2008

**WAYZATA PUBLIC SCHOOLS  
WIRE TRANSFER,EFT AND ACH ACTIVITY  
JANUARY 2008**

FINBUS  
REPORTS

FROM	TO	DATE	AMOUNT
Wells Fargo-Checking	Wells Fargo-Payroll	Multiple	\$3,101,727
Wells Fargo-Checking	Federal P/R Taxes	1/2/2008 1/16/2008	\$599,751 \$568,400
Wells Fargo-Checking	State P/R Taxes (MN)	1/2/2008	\$97,261
	State P/R Taxes (MN)	1/16/2008	\$88,987
	State P/R Taxes (WI)	1/31/2008	\$511
Wells Fargo-Checking	Delta Dental - Dental Claims	1/10/2008	\$53,895
Wells Fargo-Checking	Preferred One - Health Claims	Multiple	\$630,973
Wells Fargo-Checking	Purchase Card Program	1/4/2008	\$241,431
Wells Fargo-Checking	Corporate Health Systems - Flex Benefits	Multiple	\$80,731
Wells Fargo-Checking	Preferred One - Broker/Reinsurance Fees	1/10/2008	\$48,506
Wells Fargo-Checking	MN Department Of Revenue - Sales & Use Tax Payment	1/18/2008	\$637
Wells Fargo-Checking	Neopost - Postage	1/10/2008	\$8,000
Wells Fargo-Checking	Smith Barney - Investment/Operating Funds	Multiple	\$28,000,000
Wells Fargo-Checking	MN Unemployment Fund - Unemployment Claims	1/31/2008	\$19,801
Wells Fargo-Checking	US Bank Trust - Refund 1999A Series Bonds	1/29/2008	\$4,975,000
Wells Fargo-Checking	US Bank Trust - Debt Payments	1/29/2008	\$7,858,491
MN Trust/PMA	Wells Fargo-Checking - Investment/Operating Funds	Multiple	\$45,200,000
Smith Barney	Wells Fargo-Checking - Investment/Operating Funds	1/29/2008	\$2,000,000
Dain Rauscher	Wells Fargo-Checking - Investment/Operating Funds	1/28/2008	\$1,015,250
District Retirees	Wells Fargo-Checking - Health Insurance Premiums	1/10/2008	\$41,527
State of Minnesota	PMA/MN Trust - State Aid Payments	Multiple	\$8,844,466
Hennepin County	PMA/MN Trust - Property Tax Distribution	1/25/2008	\$535,514

**TOTAL ACTIVITY - JANUARY 2008**

**\$104,010,859**

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS**

**ITEM: C. Bid Award 2008 Exterior Wall Repairs & Window Replacement**

**COMMENTS BY: Mr. Hopeman, Jr.**

**Bid Award – 2008 Exterior Wall Repairs and Window Replacement**

The bid opening for Central Middle School 2008 Exterior Wall Repairs and Window Replacement was held at the Administration Building on Wednesday March 5, 2008, at 2:00 P.M. A total of seven (7) contractors submitted bids, as follows:

<b><u>Name of Bidder</u></b>	<b><u>Base Bid</u></b>
Parkos Construction Company	\$ 193,500.00
BNM Construction, Inc.	\$ 196,800.00
Commercial Systems, LLC	\$ 200,900.00
PMI Construction Company	\$ 208,350.00
JS Cates Construction, Company	\$ 216,000.00
Morcon Construction Inc.	\$ 228,880.00
Frerichs Construction Company	\$ 230,695.00

It is recommended that Parkos Construction Company, the low bidder, be awarded the base bid in the amount of \$193,500.00.

The base bid includes wall replacement on two exterior walls in the north courtyard and wall repairs and window replacement on two wall elevations on E Wing, adjacent to the auditorium. All work is at Central Middle School.

The project will be funded through capital improvement and is under budget.

**RECOMMENDED ACTION:** Award the 2008 Exterior Wall Repairs and Window Replacement to Parkos Construction Company for the base bid amount of \$193,500.00.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions <sup>35</sup> \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS**

**ITEM: D. Finance and Business Services**

**COMMENTS BY: Mr. Hopeman, Jr.**

**Budget Adjustment for 2007-2008 Fiscal Year**

The Budget for 2007-2008 must be adjusted for two changes. The December 2007 bond refunding added \$5,024,207 of revenue and expense to the Debt Service Fund. Secondly, \$43,000 must be added to the carryover for the high school. This was an oversight-cost of the Chinese language instructor was changed to the high school and should have been paid from district-wide funds. The adjustments are shown on the attached spreadsheet. The adjusted budget is as follows:

<u>Fund</u>	<u>Revenue</u>	<u>Expenditures</u>
General Fund	\$102,242,880	\$102,786,231
Food Service Fund	4,490,334	4,460,226
Community Service Fund	6,583,541	6,697,716
Health and Safety	2,209,769	2,298,356
Construction Fund	5,985,601	5,325,000
Debt Service Fund	<u>15,202,240</u>	<u>21,747,290</u>
 Total	 \$136,714,365	 \$143,314,819

**RECOMMENDED ACTION:** Approve the Final 2007-2008 Revenue and Expenditure Budget, including carryover adjustments, as indicated on the attached spreadsheet.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

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Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS**

**ITEM: D. Human Resource Recommendations**

**COMMENTS BY: Ms. Annie Doughty**

Employment

<b>Lori Gross</b> Resignation – Sherri Ricker	CES 46 Week Paraprofessional	Community Education
<b>Katy Guth</b> New Position	Family School Liaison Unaffiliated (2007-08 only)	District
<b>Carole Inglis-Tubesing</b> Resignation – Jane Behrman	6 Hour Special Education Para	West Middle
<b>Charlotte Plough</b> New Position	1.0 Mathematics Teacher (2007-08 only)	East Middle
<b>Matthew Seveland</b> Resignation – Christopher Love	7 Hour Student Supervisor Para	High School
<b>Stacy Whitebread</b> Transfer – Kristine Levi	4 Hour Special Education Para	Sunset Hill

Contract Modification

**Ann Carlson**, Elementary Intervention Teacher, Birchview, from .6 to 1.0 (07-08 only)

Disability/Child Care Leave of Absence

**Aaron Berndt**, High School Social Studies Teacher, has requested a childcare leave of absence to begin with the birth of his baby which is due the beginning of May. He is requesting a childcare leave of absence through the end of the 2007-2008 school year.

**Courtney LaRoche**, Central Middle School Math Teacher, has requested a childcare leave of absence to begin with the birth of her baby which is due July 5, 2008. She is requesting a childcare leave of absence from August 25 –September 26, 2008.

**Erica Nolte**, 4<sup>th</sup> Grade Teacher at Sunset Hill Elementary School, has requested a childcare leave of absence to begin with the birth of her baby which is due May 16, 2008. She is requesting a disability leave followed by a childcare leave of absence through the end of the 2007-2008 school year.

**Pamela Rosequist**, High School World Language Teacher, has requested a childcare leave of absence to begin with the birth of her baby which is due April 26, 2008. She is requesting a disability leave followed by a childcare leave of absence through the end of the 2007-2008 school year.

**MariAnne Youngquist**, Paraprofessional at Plymouth Creek Elementary School, has requested a childcare leave of absence to begin with the birth of her baby which is due April 7, 2008. She is requesting a disability leave followed by a childcare leave of absence through the end of the 2007-2008 school year.

Leave of Absence Without Pay

**Dan Goodrich**, High School Social Studies Teacher, has requested to extend his leave of absence without pay through the 2008-2009 school year.

**Molly Jacobs**, .6 ECSE School Psychologist, has requested a leave of absence from October 10-15, 2008. She will be using three accrued days of time-off and one day without pay.

**Tom Larsen**, 6<sup>th</sup> Grade Teacher at West Middle School, has requested a leave of absence without pay for the 2008-2009 school year.

**Keith Schwartz**, Central Middle School Communications Teachers, has requested a leave of absence from May 16-21, 2008. He will be using three accrued days of time-off and one day without pay.

Resignation

**Susan Knoll**, District Technology Office Secretary, has resigned her position effective February 25, 2008.

**Ashley McFarland**, Plymouth Creek Paraprofessional, has resigned her position effective February 15, 2008.

**Sherri Ricker**, Community Education Services Paraprofessional, has resigned her position effective February 29, 2008.

**Jan Schreiner**, Special Education Paraprofessional at Greenwood Elementary, has resigned her position effective February 25, 2008.

**Thomas Van Heel**, Special Education Paraprofessional at Oakwood Elementary School, has resigned his position effective February 28, 2008.

**Susan Wetzel**, Culinary Express at Central Middle School, has resigned her position effective March 14, 2008.

**Heidi Wolbert**, High School Business Teacher, has resigned her position effective June 30, 2008.

**RECOMMENDED ACTION:** Approve the Human Resource Actions as recommended.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 3. STUDENT CURRICULUM PRESENTATION**

**ITEM: \_\_\_\_\_**

**COMMENTS BY: Dr. Jane Sigford**

Birchview elementary students are combining their curriculum presentation with the “Sesquicentennial Moment” this evening.

No Board action is required.

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 4. SESQUICENTENNIAL MOMENT**

**ITEM: \_\_\_\_\_**

**COMMENTS BY: Superintendent Ostlund**

We have with us this evening, second grade teachers from Birchview Elementary and a small group of their students who will be doing a presentation on what they learned from a recent visit to the Plymouth Historical Museum.

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 5. RECOGNITIONS**

**ITEM: A. Employee of the Month**

**COMMENTS BY: Superintendent Ostlund**

It is with great pleasure that Greenwood has chosen Kristy Maas as Employee of the Month. Kristy is a Social Worker that goes over and above the call of duty for students and staff. The "Lunch Bunch" social skills groups that she facilitates, help students learn and practice effective ways to build and maintain friendships. Assisting staff in problem solving effective interventions to meet needs of students is her strength. She facilitates our Teacher Assistance Team for this purpose.

Kristy also serves as an advocate for parents and students as she serves as a liaison between school and home. Her knowledge of resources in the community and in the school district has been invaluable to our families who need them.

Kristy has also taken a leadership position within her Social Worker group and has led the way in piloting new curriculum for Health. She has modeled and team taught to assist teachers in feeling comfortable with new content.

In other words, Kristy is our go-to person for many, varied and unusual issues. She graciously attends to them all. We can be proud of the contributions she has made and will make. Greenwood and the District benefit from her efforts.

Congratulations Kristy as you represent Greenwood with style and competence.

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 5. RECOGNITIONS**

**ITEM: B. Brain Bee Championship**

**COMMENTS BY: Superintendent Ostlund**

**Shivani Bhatt**, a junior at Wayzata High School, is the 2008 Minnesota Brain Bee Champion and will travel to Maryland in March to compete in the National Brain Bee Competition.

The finals were judged by University of Minnesota neurology graduate students and professors. The final round was conducted in a spelling bee format where students were asked a question and had 10 seconds to answer with one point awarded for each correct answer.

This is the second year in a row that WHS has had a state champion in this competition.

Congratulations to Shivani Bhatt.

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 5. RECOGNITIONS**

**ITEM: C. National German Exam**

**COMMENTS BY: Superintendent Ostlund**

Five Wayzata High School students were recently named winners of the National German Exam with scores at or above 90 percent. Two students were also named state winners, placing between 80 and 89 percent. The students are taught by **Barbara Melbye Janssen** and **Karen Nickel** who will introduce them tonight.

The national winners include: **Jacqui Fisher**, 12<sup>th</sup> grade; **Alex Howard**, 11<sup>th</sup> grade; **Caroline Jamsa**, 10<sup>th</sup> grade; **Marissa Schultz**, 12<sup>th</sup> grade; **Erika Wehmhoff**, 10<sup>th</sup> grade.

State winners include **Sydney Bair**, 10<sup>th</sup> grade; and **Jacie Richmond**, 11<sup>th</sup> grade.

Congratulations to all of you for this outstanding achievement!

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 5. RECOGNITIONS**

**ITEM: D. State Wrestling Championship**

**COMMENTS BY: Superintendent Ostlund**

Wayzata High School senior Derek Schreiner took top honors at the 2008 Minnesota State High School Wrestling Championships held February 27 through March 1 at the Xcel Energy Center in St. Paul.

His coach, Ross Johnson, is here this evening to introduce him and speak about his accomplishments.

Derek is a three-time state champion, taking first place his sophomore year in the 112 weight class, first place his junior year in the 119 weight class and now in his senior year in the 140 weight class. He has a career record of 186 wins and 40 losses, which is the most wins by an individual in Wayzata's school history.

Congratulations Derek on this outstanding achievement!

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 6. REPORTS FROM ORGANIZATIONS**

**ITEM: A. Student Council**

**COMMENTS BY: Board Chair Moroz**

This section of the agenda provides an opportunity for parent, teacher, and/or student associations/organizations to provide the School Board with reports/updates.

- Lauren Wilvers

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

- 1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes
  - a. Board Policy 701 – “Budget Implementation” – First Reading

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 701 – “Budget Implementation” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BUDGET IMPLEMENTATION**

**POLICY: 701**

The District budget serves as the control to direct and limit expenditures. Overall responsibility for this control rests with the Superintendent, who will establish the procedures for budget control and reporting throughout the District. The Superintendent or Superintendent's designee is authorized to make payments of claims or salaries authorized by the adopted budget prior to specific School Board approval.

The total amounts which may be expended during the fiscal year for the operation of the school system are set forth in the budget. The total amount budgeted is the maximum amount which may be expended during the school year, except as a transfer of funds or additional appropriations authorized by the School Board. Expenditure commitments that must be made prior to adoption of the budget must be approved in advance by the School Board.

ADOPTED: March 10, 1986  
AMENDED: November 13, 2006  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

- 1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes
  - b. **Board Policy 703 – “Audits” – First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 703 – “Audits” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**AUDITS**

**POLICY: 703**

**EXTERNAL AUDITS**

The School Board will appoint an independent Certified Public Accountant to annually audit, examine and report upon the accounts and records of the School District. The auditing firm will be selected after review of qualifications and fees, and will be engaged under contract. The annual audit shall be conducted in accordance with generally accepted governmental auditing standards, and federal and state requirements. The results of the audit will be reported directly to the School Board by the auditing firm. The administration shall submit financial data, including copies of financial statements and other required reports, to the Minnesota Department of Education and other state or federal officials as required by law. An annual financial report shall be prepared by the administration and shall be made available to the public upon request. The administration shall report to the School Board regarding any actions necessary to correct any deficiencies or exceptions noted in the audit.

**INTERNAL AUDIT**

The Superintendent is directed to maintain an internal audit procedure to identify procedural problems, recommend fiscal controls, and improve efficiency in accounting and reporting procedures. An audit of the financial records of individual schools shall be conducted regularly.

ADOPTED: November 9, 1964  
AMENDED: May 12, 1986  
AMENDED: January 9, 2006  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes

c. **Board Policy 707 – “Cash Flow Borrowing” – First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 707 – “Cash Flow Borrowing” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**CASH FLOW BORROWING**

**POLICY: 707**

The School Board directs the Superintendent to prepare a recommendation as needed for borrowing money in anticipation of tax collections or state aid payments for the purpose of securing funds for operations and capital expenditures. The School Board is authorized to issue tax or aid certificates by state law. Authorization for the issuance of tax or aid certificates by the School District, shall be by School Board resolution.

In the event the School District has insufficient funds to pay its obligations, the School Board may enter into agreements with banks or any person to take its orders (warrants) as prescribed by state law.

ADOPTED: January 13, 1986  
AMENDED: February 14, 2005  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
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Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

- 1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes
  - d. Board Policy 708 – “Grant Applications” – First Reading

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 708 – “Grant Applications” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**GRANT APPLICATIONS**

**POLICY: 708**

The School Board will expand and improve its educational programs through various means, including projects for which funding from the federal government or other sources may be available.

The School Board will take action to officially accept grants when received.

The School Board names the Superintendent as the school official who will file applications on behalf of the District and act as the School Board's authorized agent in submitting reports and signing documents pertaining to special funding.

ADOPTED: March 10, 1986  
AMENDED: November 13, 2006  
FIRST READING: March 10, 2008

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**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

- 1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes
  - e. Board Policy 711 – “Depository of Funds” – First Reading

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 711 – “Depository of Funds” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**DEPOSITORY OF FUNDS**

**POLICY: 711**

The School Board authorizes the Superintendent of Schools to designate official depositories for District funds. The designated depositories shall meet statutory standards and requirements. The Superintendent shall regularly provide a list of designated depositories to the School Board.

ADOPTED: February 10, 1986  
AMENDED: June 10, 2002  
AMENDED: February 14, 2005  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

**1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes**

**f. Board Policy 712 – “Authorized Signatures” – First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 712 – “Authorized Signatures” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**AUTHORIZED SIGNATURES**

**POLICY: 712**

Checks drawn on all District checking accounts (general checking, payroll and activity funds) will require the signatures of the School Board Chair, Clerk, and Treasurer.

Checks drawn on District accounts will be signed electronically, manually or with a signature stamp.

ADOPTED: April 14, 1986  
AMENDED: January 9, 2006  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
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**BOARD OF EDUCATION**

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**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

**1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes**

**g. Board Policy 713 – “Student Activities Fund Management” – First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 713 – “Student Activities Fund Management” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**STUDENT ACTIVITIES FUND  
MANAGEMENT**

**POLICY: 713**

In accordance with state law and the Minnesota Department of Education Manual for Activity Fund Accounting, student activities financial transactions will be recorded in the student activity fund if the money for the activity has been raised by students and for students. The Superintendent or designated representative(s) shall administer all student activity funds assigned to their building. Such funds shall be classified according to the activity to which they relate. The District Controller shall be responsible for receipts and disbursements associated with each of these funds. Accounts within the student activity fund should not have a negative balance at the end of the fiscal year. If a negative balance exists at year end the administrator responsible for the account must develop a plan for elimination of the negative balance by the end of the next fiscal year. If a student activity is discontinued, any funds remaining in the account for that activity must be returned to the students, or transferred to another student activity account.

A monthly financial report on the status of all student activity funds shall be made to the School Board. Student activity funds shall be included in the annual District audited financial statements.

ADOPTED: August 12, 1968  
AMENDED: June 21, 1973  
AMENDED: November 11, 1985  
AMENDED: January 10, 2005  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
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**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes

h. **Board Policy 714 – “Financial Reports and Statements” – First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 714 – “Financial Reports and Statements” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**FINANCIAL REPORTS AND STATEMENTS**

**POLICY: 714**

The School Board shall receive a monthly financial statement which reflects District receipts, disbursements and balances. The report shall be provided to the School Board at the first regular meeting of the month.

ADOPTED: August 12, 1968  
AMENDED: June 21, 1973  
AMENDED: November 11, 1985  
AMENDED: January 9, 2006  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

- 1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes
  - i. **Board Policy 715 – “Purchasing Authority” – First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 715 – “Purchasing Authority” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**PURCHASING AUTHORITY**

**POLICY: 715**

The School Board endorses the concept of centralized purchasing and directs the Superintendent to develop and maintain an efficient purchasing system for all supplies, equipment and materials in accordance with state law and accepted purchasing practices. Purchasing transactions will be authorized on properly signed purchase orders or administrated by purchasing cards through the Finance and Business Services Division. Purchasing or the incurrence of obligations on behalf of the School District may only be made within the framework of the School Board adopted budgets. The Superintendent or Executive Director of Finance and Business Services is authorized to contract for goods and services in accordance with state law.

The School Board believes in the philosophy of community partnerships which includes establishing effective working relationships with businesses located within the School District. It views such reciprocity as a key component in these partnerships. In keeping with this philosophy, the Board directs the Superintendent to effect the purchase of goods and services from vendors within the District boundaries whenever possible to do so, and when in accordance with state law.

ADOPTED: September 9, 1985  
AMENDED: August 13, 2001  
AMENDED: February 14, 2005  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes

j. **Board Policy 716 – “Payment Procedures” – First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 716 – “Payment Procedures” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**PAYMENT PROCEDURES**

**POLICY: 716**

The School Board shall approve all disbursements of funds under their control. The Superintendent or designated representative shall prepare a list of all disbursements for School Board approval each month showing order-check number, vendor and amount. The Superintendent or designated representative may disburse funds for which the School Board may provide subsequent authorization. Such disbursements shall be issued in accordance with contract terms or in cases where interest expense can be avoided.

ADOPTED: August 12, 1968  
AMENDED: June 21, 1973  
AMENDED: January 13 1986  
AMENDED: February 14, 2005  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

**1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes**

**k. Board Policy and Regulations 717 and 717-R – “Expense Reimbursement” – First Reading**

This policy and regulations have been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy and Regulations 717 and 717-R – “Expense Reimbursement” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**EXPENSE REIMBURSEMENT**

**POLICY: 717**

The School Board will reimburse employees for personal expenses incurred in conduct of school business or authorized travel. Such reimbursement is limited to ordinary and necessary expenses incurred for a public purpose. An expenditure serves a public purpose if it benefits the community as a whole, is directly related to the functions of the School District, and does not have as its primary objective the benefit of a private interest.

The Superintendent is directed to establish and maintain procedures for expense reimbursements for personal use of automobile, air travel, lodging, meals and miscellaneous expenses. Periodically the School Board or its designated representative shall review the expense reimbursement regulations.

ADOPTED: June 21, 1973  
AMENDED: July 21, 1975  
AMENDED: September 9, 1985  
AMENDED: January 13, 2003  
AMENDED: February 14, 2005  
AMENDED: November 13, 2006  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**EXPENSE REIMBURSEMENT**

**REGULATIONS: 717-R**

The following regulations relate to travel and other types of reimbursable expenses:

**A. Business Use of Personal Vehicle:**

The rate per mile for which employees will be reimbursed for School District business use of a personal vehicle is the Internal Revenue Service fixed rate. Only mileage traveled in excess of the employee's normal daily commute will be reimbursed.

**B. Travel Requests:**

Travel requests for official School District business outside of the seven county metropolitan area must be submitted for prior approval to the employee's supervisor.

**C. Expenses:**

1. **Transportation:** All modes of transportation are authorized consistent with the requirements of the assignment and the efficient and economic conduct of official business. Travel will be by the most direct route. Where air travel is appropriate, reimbursement is based on the tourist class fare. If an employee chooses to drive a personal vehicle where air travel would be cheaper, reimbursement for use of the personal vehicle will be limited to the comparable cost of flying, unless the employee is unable to fly for health reasons.
2. **Local Transportation:** Local transportation such as taxicabs, airport limousines, and buses may be used when justified. Rental cars may be used in cases of extreme emergencies or when no other means of public transportation is practicable.
3. **Lodging:** An employee who must provide lodging for himself or herself in connection with official District business will be entitled to reimbursement for the normal cost of a single room at the hostelry of his or her choice. If such employee is accompanied by his wife or her husband, lodging expenses will be reimbursed for the cost of a double room at the prevailing single occupancy rate.
4. **Meals:** Meals consumed by an employee on official District business will be reimbursed at cost. Approval of the employee's supervisor is required for breakfast, luncheon or dinner expenses if meetings are held within the School District boundaries. Reimbursement for alcoholic beverages is not authorized. Conventions, banquets or meetings with a fixed meal charge will be fully reimbursed.

- 5. Conference Registration Fees: These fees are reimbursable if approved by the employee's supervisor.
- 6. Other Expenses: Miscellaneous expenses incurred by an employee for School District business are reimbursable at actual costs. Sales tax paid by an employee will only be reimbursed if the tax would have been imposed had the purchase been made by the School District directly.

**D. Expense Request and Reimbursement:**

- 1. Employee Mileage Reimbursement Form (717-F1): Reimbursement for mileage expense is obtained by submitting a Mileage Reimbursement Form to the business office. The form must contain the supervisor's signature certifying approval. Mileage reimbursement will be paid on the first eligible accounts payable disbursement date.
- 2. Employee/Expense Reimbursement Payment Form (717-F2): Reimbursement for expenses other than mileage is obtained by submitting an Employee/Expense Reimbursement Payment Form to the business office. The form must contain the supervisor's signature certifying approval. Expense reimbursement will be paid on the first eligible accounts payable disbursement date. Expense reimbursement requests must have a receipt for all claimed expense items in excess of \$10.00.

The District is authorized to prepay employees for meeting or travel expenses. Such an advance is limited to the anticipated registration, transportation and lodging expenses. An advance request is submitted to the controller's office on the Employee/Expense Reimbursement Payment Form. Each request must be approved by the employee's supervisor. Advances in the form of a check will be available for an employee three (3) working days prior to the scheduled departure. An employee is required to submit a final reconciliation of actual expenses for prepayments and advances within five (5) working days of return from the event. Receipts as required by the procedure are to be attached to the form. Failure to complete a reconciliation may result in a payroll withholding of an amount equal to the original advance.

**E. Meals and Refreshments for Meetings:**

- 1. Meals must not be provided at district expense at meetings for employees unless the meeting of necessity takes place over a mealtime due to conflicting schedules or a need to include members of the public.
- 2. Light refreshments may be provided at district expense at a meeting only if one of the following criteria is met:
  - a) members of the public are invited; or
  - b) the meeting occurs over a mealtime; or

c) the duration of the meeting is expected to substantially exceed 2 hours.

**F. Prohibited Expenses:**

District funds will not be used if the expenditure does not serve a public purpose. An expenditure serves a public purpose if it benefits the community as a whole, is directly related to the functions of the school district, and does not have as its primary objective the benefit of a private interest. The following expenditures will not be reimbursed:

1. Food, gifts or decorations for celebrations of birthdays, holidays, retirements, or accomplishments, except that meals and gifts for qualifying employees at an annual School District recognition event are considered to have a public purpose and to be part of the district's compensation package for employees, and may be reimbursed or otherwise purchased with District monies;
2. Food or gifts for employees as a reward for a job well done;
3. Gifts, cards, or flowers in cases of illness or bereavement; and
4. Entertainment expenses for employees, unless the employee's expense is occasioned by the employee accompanying students at a bona fide student activity, such as attendance at a play.

EFFECTIVE: September 9, 1985  
MODIFIED: November 6, 1987  
MODIFIED: July 10, 1989  
MODIFIED: March 18, 1999  
MODIFIED: January 13, 2003  
MODIFIED: February 14, 2005  
MODIFIED: November 13, 2006  
REVIEWED: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

**1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes**

**I. Board Policy and Regulations 718 and 718-R – “Cash and Checks in School Buildings” – First Reading**

This policy and regulations have been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy and Regulations 718 and 718-R – “Cash and Checks in School Buildings” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**CASH AND CHECKS IN SCHOOL  
BUILDINGS**

**POLICY: 718**

Money collected for any purpose will be submitted to the school principal or a designee, who will provide for its proper deposit.

The Superintendent is directed to develop regulations for safekeeping and deposit of cash and checks.

ADOPTED: May 12, 1986  
AMENDED: May 9, 2005  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**CASH AND CHECKS IN SCHOOL  
BUILDINGS**

**REGULATIONS: 718-R**

1. Safes

Each school building has a safe. Cash and checks must be kept in a locked safe when kept overnight or when unattended.

2. Bank Deposits

Money collected from students or other patrons must be deposited in the bank designated for those funds. Checks should be deposited at least weekly, unless there is a likelihood that the trip or activity funded by the check will be cancelled. In any case checks must not be retained for longer than 60 days. A reasonable amount of cash may be kept on hand for purposes of making change.

Deposits can be taken directly to the bank by the responsible employee. Alternatively, deposits can be placed in locked or sealed deposit bags, including a deposit slip with account code on the slip, and given to the District mail driver to carry to the bank. Very large amounts such as receipts from a special fundraising event should be taken directly to the bank.

3. Gifts

Monetary gifts to the District or any school must be transmitted to the finance department for recording, deposit, and formal acknowledgement by the Board.

4. Customer Security

Customers' credit card numbers, bank account numbers, and the like must be kept in secure locations.

EFFECTIVE: May 9, 2005  
REVIEWED: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

**1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes**

**m. Board Policy and Regulations 720 and 720-R – “Disposal of Surplus Property” – First Reading**

This policy and regulations have been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy and Regulations 720 and 720-R – “Disposal of Surplus Property” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**DISPOSAL OF SURPLUS PROPERTY**

**POLICY 720**

From time to time it may be appropriate to sell or otherwise dispose of unneeded or unusable school supplies and equipment. The Administration is directed to develop and apply procedures by which such judgments are made including usefulness to the District and determination of fair prices, and to keep records of all property sales or other dispositions. When sales of individual items exceed \$1,000, the Administration shall advertise the prospective sale and provide community residents, vendors and other organizations with an opportunity for purchase. In accordance with state law, surplus property will not be sold to an employee of the District except after reasonable public notice of the availability of the property for purchase.

The Administration is authorized to properly dispose of used books, materials and equipment deemed to have little or no value.

**Method of sale**

Items valued at \$50,000 or more must be sold by sealed bid in accordance with state law. Items valued from \$10,000 to \$50,000 may be sold by sealed bid or by direct negotiation by obtaining two or more quotations. Items valued at \$1,000 to \$10,000 may be sold upon receipt of at least two quotations. Items valued at less than \$1,000 shall be sold at a sale that is advertised and open to the public.

ADOPTED: November 13, 1978  
AMENDED: November 8, 1982  
AMENDED: September 9, 1985  
AMENDED: November 13, 2006  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**DISPOSAL OF SURPLUS PROPERTY**

**REGULATIONS: 720-R**

**Surplus school computers**

Surplus school computers may be sold in the manner described above or may be conveyed to another school district, to the state department of corrections, to the Board of Trustees of Minnesota State Colleges and Universities, or to the family of a student in the District whose total family income meets the federal definition of poverty.

**Public sale of surplus property**

From time to time the Administration shall conduct a public sale of surplus property items valued individually at less than \$1,000. The sale must be advertised to the public.

The Superintendent shall designate an employee to determine the fair price of items to be sold.

An employee of the District must not purchase an item at the sale if the same employee was involved in the determination that the item was surplus, or the determination of the price of the item.

EFFECTIVE: November 13, 2006  
REVIEWED: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

- 1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes
  - n. Board Policy 721 – “Accounting for Fixed Assets” – First Reading

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 721 – “Accounting for Fixed Assets” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**ACCOUNTING FOR FIXED ASSETS**

**POLICY: 721**

The Superintendent shall provide for an inventory of fixed assets of the School District in accordance with generally accepted accounting principles and with state and federal requirements. Only fixed assets whose initial value is more than \$5,000 shall be included in the fixed assets inventory. The inventory shall be updated annually to reflect acquisitions, transfers, and disposals. The inventory shall be reported in summary form in the District's annual financial report.

ADOPTED: October 9, 2006  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

- 1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes
  - o. **Board Policy 724 – “Student Transportation Services – Walkers and Riders” – First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 724 – “Student Transportation Services – Walkers and Riders” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**STUDENT TRANSPORTATION SERVICES –  
WALKERS AND RIDERS**

**POLICY: 724**

First priority in the District's establishment of bus routes and bus stops will be safety. The following will serve as a guide in determining students' maximum walking distances to school or bus stops:

<b>Grade</b>	<b>School</b>	<b>Bus Stop</b>
Kindergarten	0.3 miles	0.3 miles
1 - 5	0.5 miles	0.5 miles
6 - 8	0.75 miles	0.5 miles
9 - 12	1.0 miles	0.5 miles

For example, if a sixth grade student lives more than three quarters of a mile (.75) from school, the District will provide transportation. Similarly, if a fourth grade student has to walk more than one-half mile (.5) to a bus stop, the stop location will be adjusted to comply with the policy.

Irrespective of the above distance guidelines, students will be transported if walking to school or the bus stop would require crossing dangerous highways unaided by signals, student patrols, or police officers, or if other hazards exist along the walking route. Dangerous highway crossings and other hazards will be identified by school administration and parents/guardians will be informed of available transportation service.

ADOPTED: October 8, 1973  
AMENDED: October 17, 1978  
AMENDED: September 8, 1986  
AMENDED: August 11, 1997  
AMENDED: September 8, 1997  
AMENDED: April 9, 2007  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

**1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes**

- p. Board Policy and Regulations 725 and 725-R – “Student Transportation Management Service – Nonpublic (Outside School District)” – First Reading**

This policy and regulations have been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy and Regulations 725 and 725-R – “Student Transportation Management Service – Nonpublic (Outside School District)” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_  
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**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**STUDENT TRANSPORTATION  
MANAGEMENT SERVICES-NONPUBLIC  
(OUTSIDE SCHOOL DISTRICT)**

**POLICY: 725**

The School Board directs the Superintendent to establish procedures for payment of transportation services for students attending nonpublic schools located outside of the District 284 boundaries. Payment for each pupil shall equal 95 percent of the district's nonpublic pupil transportation aid per FTE pupil for the preceding school year.

ADOPTED: August 14, 1972  
AMENDED: June 21, 1973  
AMENDED: December 9, 1985  
AMENDED : May 14, 2007  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**STUDENT TRANSPORTATION  
MANAGEMENT SERVICES-NONPUBLIC  
(OUTSIDE SCHOOL DISTRICT)**

**REGULATIONS: 725-R**

**ELIGIBILITY**

- I. In accordance with Minnesota Statutes, the School District provides nonpublic schools an opportunity to request transportation assistance for all eligible students who are legal residents of the School District. To be eligible for transportation aid, nonpublic students must 1) reside at least the same distance from a nonpublic school actually attended as public school pupils are transported in the district; or 2) require transportation because of hazards encountered on the student's walking route. Students must also be transported more than 20 days per school year to qualified nonpublic schools maintaining grades or to departments not maintained in the District.
- II. The School District may offer the nonpublic school transportation on District buses to the boundary, to the school, or to a safe collection point within the District from where nonpublic out-of-the-District transportation must be coordinated by the attending school, or the District may offer the nonpublic school transportation reimbursement for the in-district portion of the student's transportation to the school.
- III. The nonpublic school seeking reimbursement payments from the School District must submit an application to the District and must agree to oversee the transportation methods, regulations, and safety practices for each student's transportation. The District's only obligation is to pay the transportation reimbursement for eligible students requested by the nonpublic school. The transportation of the nonpublic students is entirely the responsibility of the nonpublic school and/or parent or guardian.
- IV. The transportation provided by the nonpublic school may be provided either by the school or through agreement between the nonpublic school and a contractor, parent, or guardian. The District assumes no liability for damage to property, injury, or death associated with the nonpublic transportation.

**METHOD OF REIMBURSEMENT**

The nonpublic school requesting aid is required to complete and submit the necessary application requests, contracts, and reports as required by the District so that the District may meet requirements for State transportation aid for such transportation.

For the transportation service provided, the District will make payment to the nonpublic school by June 30.

## **PROCEDURE**

The following are the application forms which must be submitted to the School District by a nonpublic school to qualify for the nonpublic transportation reimbursement. The forms are available from the District transportation department. They are:

**Form 1000 – Parent Request for Transportation Reimbursement**

This form must be submitted to the nonpublic school by the parent or guardian. The nonpublic school must retain the form on file for at least four years after the end of the school year and make such forms available to the district upon request.

**Form 1001 - Application by Nonpublic School**

This form verifies that the school is state certified. The form must be submitted to the District by October 15.

**Form 1002 – Student Roster**

This form will be submitted to the District two times during the school year:

October 15 – The roster should be completed, except for data on number of days attended, signed by your school representative and sent in.

May 15 – All columns must be completed, including the addition of any new students who have enrolled since October 31. Days of attendance must be provided for all students.

The roster should include all District students attending the nonpublic school, whether they are transported by school vehicle, private vehicle, or contracted service.

EFFECTIVE: December 9, 1985  
MODIFIED: April 1, 1987  
MODIFIED: May 14, 2007  
REVIEWED: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

- 1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes
  - q. **Board Policy 726 – “Student Transportation Management Service – Nonpublic (Within School District)” – First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 726 – “Student Transportation Management Service – Nonpublic (Within School District)” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**STUDENT TRANSPORTATION  
MANAGEMENT SERVICES-NONPUBLIC  
(WITHIN SCHOOL DISTRICT)**

**POLICY: 726**

The School Board directs the Superintendent to establish and maintain a transportation system for District residents who attend nonpublic schools in the District. Accommodation for these students will be made within the public school transportation schedule. Nonpublic schools are required to arrange their start and dismissal times to comply with the District transportation schedule.

ADOPTED: December 8, 1969  
AMENDED: December 9, 1985  
AMENDED: April 9, 2007  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

**1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes**

**r. Board Policy and Regulations 727 and 727-R – “District-Owned Vehicles” – First Reading**

This policy and regulations have been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy and Regulations 727 and 727-R – “District-Owned Vehicles” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**DISTRICT-OWNED VEHICLES**

**POLICY: 727**

District-owned and leased vehicles must be operated, parked or stored in a manner which provides maximum safety to persons and property at all times. Such vehicles must be used for official business or authorized purposes only.

Operation of District vehicles will be permitted only by Wayzata Public School employees who:

- 1) possess a valid driver's license (CDL as vehicles require),
- 2) have an acceptable driving record, and
- 3) are insurable by the District's insurance carrier.

Any accidents involving District vehicles that result in property damage or personal injury must be reported immediately to the appropriate police department, and to the Director of Buildings and Grounds. The driver involved in any accident will be responsible for filling out the required reports and forms.

Operation of a District vehicle while under the influence of alcohol or mood altering drugs is prohibited and may be grounds for disciplinary action.

The School Board directs that District vehicles be kept within the District when parked overnight except in unusual circumstances, or as specified in this policy and supporting regulations. Employees assigned District vehicles shall be directly responsible for their safe operation and reasonable protection.

Vehicles taken home overnight shall be driven while commuting to and from the workplace or for official business, and shall not be used for personal use. The vehicle may only be driven by authorized School District employees.

The Superintendent shall develop procedures designed to provide for appropriate maintenance of District vehicles as well as to carry out the general intent of this policy.

All District owned vehicles qualifying for tax exempt license plates shall display School District identification as prescribed by Minnesota Law.

ADOPTED: April 16, 1979  
AMENDED: November 11, 1985  
AMENDED: November 13, 2006  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**DISTRICT OWNED VEHICLES**

**REGULATIONS: 727-R**

Employees may take an assigned vehicle home upon approval of the superintendent or designee. Approval may be given when:

- 1) the employee is an on-call employee for after hours service; or
- 2) the District has insufficient space to safely store the vehicle when not in use; or
- 3) the work destination of the employee is closer to the employee's home than to the vehicle storage location.

EFFECTIVE: November 13, 2006  
REVIEWED: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

- 1. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – No Changes
  - s. **Board Policy 729 – “Video Recording on School Buses” – First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending no changes.

**RECOMMENDED ACTION:** Accept for first reading Board Policy 729 – “Video Recording on School Buses” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**VIDEO RECORDING ON SCHOOL BUSES**

**POLICY: 729**

Video cameras may be placed on school buses under this policy.

**A. Placement**

1. Every full-sized bus owned, leased, contracted, or operated by the District must be equipped with an enclosed box for placement and operation of a video camera. Buses that are not full-sized may also be equipped with a box for a video camera.
2. A video camera will not necessarily be installed in each and every school bus, but cameras may be installed in any bus without prior notice to passengers, District employees, contractors, or contractors' employees.
3. A video camera will be placed on a particular bus to observe and record behavior on the bus.

**B. Notice**

1. Each bus equipped with a camera box must have a conspicuously placed sign notifying riders that their conversations or actions may be recorded.

**C. Use of Videotape**

1. A video recording of the actions of student passengers may be used by the school district as evidence in any criminal proceeding or disciplinary action brought against any student.
2. A video recording may also be used by the District or the District's transportation providers as evidence in any criminal proceeding or disciplinary action brought against District employees, contractors, or contractors' employees.
3. A video recording will be retained by the District or its agent for a period of one week, or until the conclusion of criminal or disciplinary proceedings in which the video recording is used as evidence.

D. Release of Video Recording

1. A video recording will be released only in conformance with the Minnesota Data Practices Act and the Federal Family Educational Rights and Privacy Act.

ADOPTED: May 14, 2007  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

**2. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – Minor Changes**

**a. Board Policy 705 – “Revenues From Investments” - First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending minor changes to the wording of the policy.

**RECOMMENDED ACTION:** Accept for first reading the proposed amendments to Board Policy 705 – “Revenues From Investments” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**REVENUES FROM INVESTMENTS**

**POLICY: 705**

The School Board considers an investment program a critical ingredient of sound fiscal management. The School Board authorizes an investment program for the purpose of securing a maximum yield of interest revenues to supplement other revenues for the support of the District's educational programs. ~~The~~A primary objective of the District's investment program is to minimize risk of loss of principal.

The investment program will be administered by the Superintendent or designee in a way that will ensure:

1. All District investments must be in compliance with state law regarding legality of the investment and collateral requirements;
2. Only qualified (officially designated) financial institutions will be used for investment purchases;
3. A competitive bid or quotation process will be used to maximize yields; and
4. The District will diversify its investments as to the type of investment, the issuers, and maturities.

ADOPTED: February 10, 1986  
AMENDED: January 9, 2006  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

**2. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – Minor Changes**

**b. Board Policy and Regulations 706 and 706-R – “Fund Balance” - First Reading**

This policy and regulations have been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending minor changes to the wording of the regulations only.

**RECOMMENDED ACTION:** Accept for first reading the proposed amendments to Board Policy 706 and 706-R – “Fund Balance” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_  
Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_  
Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**FUND BALANCE**

**POLICY: 706**

Fluctuation in revenue and certain expenditures is beyond the control of the District and can place the financial stability of the District at risk. To protect the District's fiscal integrity, the annual budget planning and implementation shall provide for the maintenance of an operating fund balance at fiscal year end equal to a minimum of 5% to 7% of the previous year's expenditures for the General Fund. The General Fund reserve amount will be increased to compensate for any negative balances in the Food Service Fund, and/or Community Service Fund.

ADOPTED: April 11, 1988  
AMENDED: March 13, 1995  
AMENDED: June 12, 2000  
SUSPENDED: June 25, 2001  
REINSTATED: June 10, 2002  
SUSPENDED: December 9, 2002  
AMENDED AND REINSTATED: December 12, 2005  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**FUND BALANCE**

**REGULATIONS: 706-R**

To implement Policy 706 and protect the District's fiscal integrity against revenue and expenditure fluctuations, the Administration has set the following objectives for the maintenance of an operating fund reserve:

1. Annually review revenues and expenditures to ensure maintenance of at least a 5% to 7% reserve in the General Fund, increasing the reserve to compensate for any negative balances in the Food Service and/or Community Service Funds.
2. Monitor abatements, proration of State aids, and legislation that affect K-12 education funding.
3. Utilize one-time, nonrenewable revenue as a source of funds for the reserve.
4. Continue efforts to maintain and improve the District's rating by a national rating service.

EFFECTIVE: March 13, 1995  
MODIFIED: June 12, 2000  
MODIFIED: December 12, 2005  
MODIFIED: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

**2. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – Minor Changes**

**c. Board Policy 709 – “Public Schools Foundation” - First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending minor changes to the wording of the policy.

**RECOMMENDED ACTION:** Accept for first reading the proposed amendments to Board Policy 709 – “Public Schools Foundation” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**PUBLIC SCHOOLS FOUNDATION**

**POLICY: 709**

The School Board supports the concept of an independently governed School Foundation to augment financial resources for educational opportunities. Furthermore, the Board recognizes that the presence of a Foundation enhances community contributions to our School District. In fully endorsing the School Foundation concept, the Board recognizes the establishment of the Wayzata Area Public Schools Foundation and encourages it in its purposes, which are:

1. Charitable and educational purposes consistent with organizations qualifying for exemption under Section 501 of the Internal Revenue Code of 1943 (or the corresponding provision of any future United States Internal Revenue Law).
2. To provide assistance to ~~Minnesota Independent School~~ the District ~~284~~ to enhance its educational efforts.

The School Board believes that students and teachers benefit most when a cooperative relationship exists between the District and the Foundation. To assure mutually supportive relations, the School Board supports:

- A. An ongoing liaison with the Foundation, and
- B. Creation of nonvoting Foundation Board membership for the Board Chair and the Superintendent or their respective representatives.

The above relationship must recognize the independence of the Foundation while accepting the legal responsibility of the School Board to set District policy. Specifically, the School Board reserves the right to accept or reject contributions from the Foundation. Contributions accepted will be spent in accordance with the request of the Foundation.

ADOPTED: March 12, 1984  
AMENDED: October 14, 1985  
AMENDED : June 12, 2007  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

- 2. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – Minor Changes
  - d. **Board Policy and Regulations 719 and 719-R – “Use of District Telephones” - First Reading**

This policy and regulations have been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending minor changes to the wording of the regulations only.

**RECOMMENDED ACTION:** Accept for first reading the proposed amendments to Board Policy 719 and 719-R – “Use of District Telephones” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_  
 Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_  
 Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**USE OF DISTRICT TELEPHONES**

**POLICY: 719**

District telephones are intended for business use. Employees may make or receive personal calls when such calls do not interfere with the performance of their job responsibilities.

The Superintendent is directed to establish and maintain procedures for reimbursement of the district for long distance charges and cellular phone charges for personal calls made or received by employees.

ADOPTED: April 5, 2004

FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**USE OF DISTRICT TELEPHONES**

**REGULATIONS: 719-R**

**A. Cell Phones**

**1. Assignment**

Employees may be assigned a district-owned cellular phone to perform their job responsibilities in a more efficient or effective manner. The assignment of the district-owned cell phone must be approved by one of the following individuals:

- Superintendent
- Executive Director of Finance and Business
- Principals
- Director of Community Education
- Executive Director of Curriculum and Instruction
- Director of Buildings and Grounds
- Director of Special Education

**2. Personal Use**

District-owned cell phones are intended for official use. Personal use should be minimized, and the additional cost to the district of any personal use must be repaid to the district. Roaming charges and associated long-distance charges for personal use must be fully repaid. Other personal calls must be reimbursed if such calls cause the district to incur additional charges because the allotted number of minutes under the basic calling plan has been exceeded, without regard to pooled minutes. Employees who exceed the allotted number of minutes under their calling plan for their district-owned cell phone must review their call logs for reimbursable personal calls and must reimburse the district at least annually, and no later than August 15 for the previous fiscal year.

**2. Personal Use – Continued**

The district finance department will periodically review the calling plan under which district-owned cellular phones are billed to ensure that the plan is the most economical for the business use of that particular user. Upon request of the Executive Director of Finance and Business or an employee's supervisor, the employee will identify all personal calls made on a district-owned cellular phone during a specified period.

**3. Safety**

~~A district-owned cell phone may not be used while operating any motor vehicle or mechanized equipment. Personal eCell phones may not be used while operating a district-owned vehicle or mechanized equipment, or while~~ Use of a cell phone when operating a personal vehicle while on official school district business is discouraged.

**B. Long Distance Telephone Calls**

Long distance telephone service is intended for official district business only. Employees who must make personal long distance calls from work are encouraged to use a phone card, personal cell phone, or other means for such calls. Otherwise personal long distance calls should be made from a district phone station only in urgent situations, and in such cases the cost of the long distance call must be repaid to the district.

EFFECTIVE: April 5, 2004

MODIFIED: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

**3. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – Major Changes**

**a. Board Policy and Regulations 723 and 723-R – “Student Transportation Safety” – First Reading**

This policy and regulations have been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending major changes to the wording of the regulations to better clarify safety crossing highways and streets.

**RECOMMENDED ACTION:** Accept for first reading the proposed amendments to Board Policy and Regulations 723 and 723-R – “Student Transportation Safety” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**STUDENT TRANSPORTATION SAFETY**

**POLICY: 723**

Bus transportation shall be provided for students whose walking distance to school by the most reasonable, direct route exceeds the walking distances specified by regulation for the student's grade level. Bus transportation will also be provided for students whose walking route to school would necessitate crossing dangerous highways or would expose the pupil to other safety hazards.

The transportation policies of the School Board are aimed at providing a safe, efficient, and economical method of getting students to and from school. The Superintendent is directed to develop regulations which are necessary to govern the operation of such a program.

ADOPTED: October 10, 1994  
AMENDED: April 9, 2007  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
**Independent School District 284**  
**Wayzata, Minnesota**

**STUDENT TRANSPORTATION SAFETY**

**REGULATIONS: 723-R**

**I. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING**

**A. School Bus Safety Materials**

School bus safety materials, school bus rules, and bus stop rules must be distributed prior to the first day of school to all students. Students who register for school during the course of the school year must be given these materials upon registration.

**B. Student Training**

The School District shall provide students enrolled in grades kindergarten through 12 with school bus safety training. The training will be results-oriented and shall consist of practical training using a school bus. Upon completing the training, a student shall be able to demonstrate knowledge and understanding of at least the following competencies and concepts:

1. Transportation by school bus is a privilege not a right;
2. District policies for student conduct and school bus safety;
3. Appropriate conduct while on the bus;
4. The danger zones surrounding a school bus;
5. Procedures for safely boarding and leaving a school bus;
6. Procedures for safe vehicle lane crossing; and
7. School bus evacuation and other emergency procedures.

Student school bus safety training shall commence no later than the third week of school. Student school bus safety training shall be done twice a year. The School District may deny transportation to a student who fails to demonstrate the competencies, unless the student is unable to achieve the competencies due to a disability.

The District will, to the extent possible, provide kindergarten students with school bus safety training before the first day of school.

Pursuant to state law, students taking driver's training instructional courses in Wayzata Public Schools must receive training in the laws and proper procedures when operating a motor vehicle in the vicinity of a school bus.

The School District's curriculum for transportation safety is maintained and available for review in the office of the Transportation Director.

**II. CONDUCT ON SCHOOL BUSES AND CONSEQUENCES FOR MISBEHAVIOR**

Riding the school bus is a privilege, not a right. Students are expected to follow the same behavioral standards while riding school buses as are expected on school property or at school activities, functions, or events. All school rules are in effect while a student is riding the bus or at the bus stop.

Consequences for school bus/bus stop misconduct will be imposed by the building principal or the principal's designee. In addition, all school bus/bus stop misconduct will be reported to the District's Transportation Director. Serious misconduct will be reported to the Department of Public Safety and to local law enforcement.

**A. School Bus and Bus Stop Rules**

The School District school bus safety rules are to be posted on every bus. If these rules are broken, the School District's discipline procedures are to be followed. Consequences are progressive and may include suspension of bus privileges. It is the school bus driver's responsibility to report unacceptable behavior to the School District's transportation office/school office.

**B. Rules at the Bus Stop**

1. Get to your bus stop five minutes before your scheduled pick-up time. The school bus driver will not wait for late students.
2. Respect the property of others while waiting at your bus stop.
3. Keep your arms, legs, and belongings to yourself.
4. Use appropriate language.
5. Stay away from the street, road, or highway when waiting for the bus. Wait until the bus stops before approaching the bus.
6. After getting off the bus, move away from the bus.
7. If you must cross the street, always cross in front of the bus where the driver can see you. Wait for the driver to signal to you before crossing the street.
8. No fighting, harassment, intimidation, or horseplay.
9. No use of alcohol, tobacco or drugs.

**C. Rules on the Bus**

1. Immediately follow the direction of the driver.
2. Sit in your seat facing forward.
3. Talk quietly and use appropriate language.

4. Keep all parts of your body inside the bus.
5. Keep your arms, legs, and belongings to yourself.
6. No fighting, harassment, intimidation, or horseplay.
7. Do not throw any object.
8. No eating, drinking, or use of tobacco or drugs.
9. Do not bring any weapon or dangerous objects on the school bus.
10. Do not damage the school bus.

**D. Consequences**

Consequences for school bus/bus stop misconduct will apply to all regular and late routes. Decisions regarding a student's ability to ride the bus in connection with cocurricular and extracurricular events (for example, field trips or competitions) will be in the sole discretion of the School District. Parents or guardians will be notified of any suspension of bus privileges.

**1. Elementary (K-5)**

1st offense – Warning

2nd offense – 3 school day suspension from riding the bus

3rd offense – 5 school day suspension from riding the bus

4<sup>th</sup> offense – 10 school day suspension from riding the bus/meeting with parent

Further offenses – individually considered. Students may be suspended for longer periods of time, including the remainder of the school year.

**NOTE:**

When a student goes 60 calendar days without a report, the student's consequences may start over at the first offense.

**2. Secondary (6-12)**

1st offense – warning

2nd offense – 5 day suspension from riding the bus

3rd offense – 10 day suspension from riding the bus

4th offense – 20 day suspension from riding the bus/meeting with parent(s)

5th offense – suspended from riding the bus for the remainder of the school year

**3. Other Discipline**

Based on the severity of a student's conduct, more serious consequences may be imposed at any time. Depending on the nature of the offense, consequences such as suspension or expulsion from school may also result from school bus/bus stop misconduct.

**4. Records**

Records of school bus/bus stop misconduct will be forwarded to the individual school building and will be retained in the same manner as other student discipline records. Reports of serious misconduct will be provided to local law enforcement and the Department of Public Safety. Records may also be maintained in the transportation office.

**5. Vandalism/Bus Damage**

Students damaging school buses will be responsible for the damages. Failure to pay such damages (or make arrangements to pay) within two weeks may result in the loss of bus privileges until damages are paid.

**6. Notice**

Students will be given a copy of school bus and bus stop rules prior to or during school bus safety training.

**III. PARENT AND GUARDIAN INVOLVEMENT****A. Parent/Guardian Responsibilities for Transportation Safety**

1. Become familiar with District rules and policies, regulations, and principles of school bus safety.
2. Assist students in understanding safety rules and encourage them to abide by them.
3. Recognize their responsibilities for the actions of their students.
4. Support safe riding practices and reasonable discipline efforts.
5. When appropriate, assist students in safely crossing local streets before boarding and after leaving the bus.
6. Support procedures for emergency evacuation, and procedures in emergencies as set up by the School District.
7. Respect the rights and privileges of others.

8. Communicate safety concerns to school administrators.
9. Monitor bus stops, if possible.
10. Support all efforts to improve school bus safety.

#### IV. SCHOOL BUS DRIVER DUTIES AND RESPONSIBILITIES

All school bus drivers shall be adequately prepared, both physically and mentally, each day to perform required duties. These shall include:

- A. Operating the vehicle in a safe and efficient manner.
  1. **Safety.** The primary concern of each driver is safety. Drivers will exercise extreme caution during the loading and unloading process as well as when driving.
  2. **Defensive Driving.** All drivers are to drive defensively at all times. A definition of defensive driving is: driving in a manner to avoid accident involvement despite adverse conditions created by roads, weather, traffic, or errors of other drivers or pedestrians.
  3. **Driving Adjustments.** Winter and wet weather driving may require adjusting speed and normal driving practices to compensate for road conditions.
  4. **Emergency Doors.** Emergency doors must be free and operable. Under no circumstances may the doors be obstructed to prevent easy access.
  5. **Service Door.** The service door of the bus must be closed at all times while the bus is in motion.
  6. **Overloads.** The registration card in all vehicles designates the maximum number of passengers allowed to be carried. This limit cannot be exceeded. A driver should call the designated individual for instructions should a vehicle become overloaded.
  7. **Railroad Crossings.** All vehicles used to transport must stop at railroad crossings, using required procedures, whether they are loaded or empty. School buses shall not activate the eight-way lights; four-way hazard lights are to be used before stopping and when crossing the tracks.
  8. **Speeding and Other Moving Violations.** No bus will travel faster than road, traffic, and weather conditions safely permit, regardless of the posted speed limit. Any driver convicted of a moving violation with a school bus will face disciplinary action. Other reports or warnings regarding speeding will result in suspension and/or termination.

9. **Smoking Prohibited.** Smoking by either the driver or the passengers is prohibited on any school bus, Type III vehicle, or on school property.
- B. Conducting thorough pre-trip and post-trip inspections of the vehicle and special equipment.
1. **Bus Inspection.** Drivers are required to make a pre-trip inspection of the bus before each trip. Failure to do so is a violation of State law. Defects are to be reported promptly in writing. Drivers are required to check their buses for students, vandalism, and articles left on the bus after each route segment.
  2. **Safety Equipment.** All drivers are responsible for ensuring that the necessary safety equipment is aboard the bus, including fire extinguisher, first aid kit, bodily fluids clean-up kit, flashlight, reflectorized emergency warning device, and any additional items required by the District. Drivers of vehicles for disabled students will ensure all student health information cards are on board the bus.
  3. **Bus Cleaning.** Drivers are required to keep the interior of their buses swept and free of trash at all times.
  4. **Fueling.** The driver is responsible for ensuring that his or her assigned vehicle is adequately fueled before leaving the yard. Smoking is prohibited in the fueling area. The engine shall be turned off while fueling. Drivers ~~should~~must never fuel with passengers on board.
- C. Ensuring the safety, welfare and orderly conduct of passengers while on the bus. (See Section II.)
- D. Meeting emergency situations in accordance with operating procedures. (See Section V.)
- E. Communicating effectively with school staff, students, parents, law enforcement officials, and the motoring public.
1. **Relations with Students.** Bus drivers will treat students with respect and will refrain from any conduct which is intended or could be perceived as demeaning, intimidating, or harassing.
  2. **Relations with School Officials.** School officials can and will be of considerable assistance to drivers. They are trained in the education of students and it is in their best interest that control and discipline be maintained on the bus. Therefore, it is very important drivers have good relationships with the school officials and give them full cooperation.

3. **Relations with the Public.** It is important to remember that to the general public, the driver represents the School District. Buses are one of the most visible vehicles on the road. Drivers must deal with students, parents, and other motorists in a polite, professional, and considerate manner.
  4. **Student Discipline.** Although drivers are responsible for maintaining order on the bus, drivers must always remember that the types of actions they may use are limited. Drivers must never, under any circumstances, use corporal punishment. Drivers have no authority to deny a child the privilege of riding the bus, or drop the student at other than the designated stop. Any denial of bus-riding privileges can come only from the school authorities.
  5. **Route Changes.** No driver is to make changes in the pick-up or drop-off schedule for his or her route without prior authorization. No stops are to be added, deleted, or moved without approval. No driver may deviate from the established route without prior permission except as required by an emergency or temporary road conditions.
  6. **Route Problems.** Any problems, of whatever kind, encountered by a driver on the route or trip should be brought to the attention of the District Transportation Director as soon as possible.
  7. **Unauthorized Passengers.** Only authorized passengers may be transported in a bus. Any other passenger must be specifically approved by the District Transportation Director.
  8. **Notices.** It is the responsibility of the driver to check for notices each day and to check with his or her supervisor regularly.
- F.** Completing required reports.
- It is the responsibility of the driver to completely fill out and timely turn in all reports, discipline referrals, time cards, and mechanical defect slips as required. This includes all requirements pertaining to pre-trip inspections and stop-arm violation reports.
- G.** Passenger Safety
1. **Loading and Unloading.** Drivers will provide maximum safety for passengers during loading and unloading.
  2. **Standees Prohibited.** Standees are not allowed on a moving school bus. Drivers must not move a bus from a stopped position until all passengers are seated. Students are to remain seated until the bus has stopped.

**3. Dangerous Articles.** No weapons or articles that may be classified as dangerous may be transported on a school bus. This includes any and all weapons, gasoline cans, animals, and other dangerous or objectionable items. Possession of weapons on school property or the bus will not be tolerated. Companion dogs are allowed.

**H.** Wearing driver's seat belt whenever the bus is in motion.

Additional driver duties and responsibilities may be found in the driver handbook. All bus driver dismissals will be reported to the Department of Public Safety pursuant to Department of Public Safety directions.

**V. OPERATING RULES AND PROCEDURES**

**A. General Operating Rules**

1. All routes shall be on file with the School District's Transportation Director.
2. Only students assigned to the school bus by the District shall be transported. The number of students or other authorized passengers transported in or assigned to a school bus shall not be more than the legal capacity for the bus.
3. Drivers are to enforce the provisions of the school bus and bus stop rules as appropriate. Students may be released from the bus at only two points—the designated bus stop or at school—except in case of an emergency or as otherwise authorized.
4. The parent/guardian may designate by a signed, written request a day care facility, respite care facility, the residence of a relative or the residence of a person chosen by the parent or guardian as the address of the student for transportation purposes. The address must be in the attendance area of the assigned school and meet other eligibility requirements.
5. Students who misbehave severely may be returned to the school immediately and reported to the building principal or other designated individual.
6. There shall be no students in the bus while the fuel tank is being filled. On leaving the vehicle when students are in the bus, the driver shall stop the bus, remove the ignition key, set the brakes, and otherwise render the bus immobile.

7. Buses shall not be run backwards on the school grounds or any other point if it can be avoided. If it is necessary to run a bus backwards on school grounds, the driver shall have another responsible person act as a guard flagman in back of the bus to keep other persons out of the path and to issue warnings to the driver of approaching traffic. Drivers must announce on the radio before backing.
8. The driver must not follow closer than 500 feet when traveling on the highway.
9. No school bus shall pull any trailer when students are being transported on regular routes to or from school.
10. In case of an accident or breakdown of the bus, the driver shall contact the dispatcher using the two-way radio. If no radio contact is available, the driver shall not leave the bus, but shall send two responsible students to the nearest house to summon help.
11. The District may adopt such additional operating rules as are deemed necessary to meet local conditions and needs, provided they do not conflict with State laws and regulations.

**B. Use of Signals, Loading, or Unloading**

1. The driver shall activate the flashing eight-light system of the bus at least 300 feet before stopping to load or unload students when stopping in a speed zone of more than 35 miles per hour, and 100 feet before stopping in a speed zone of 35 miles per hour or less.
2. Bring the vehicle to a complete stop in the right hand lane of the roadway parallel to the center line.
3. Prior to discharging students, open door, activate red flashing lights, and extend the stop arm. Discharge students only after all traffic (front and rear) has come to a complete stop.
4. Keep door open and eight-light system operating until all students have been loaded or unloaded safely, students are seated, and children who must cross the roadway are safely across.
5. The driver should avoid loading or unloading students where the view is obstructed to other motorists for 200 feet in either direction.
6. The driver will not permit students to stand or get on or off the bus while it is in motion.

7. The driver will bring the bus to a full stop and disengage gears by shifting gear shift lever into neutral position or selector into neutral or park position before loading or unloading students.
8. Buses shall load and unload students only at designated locations.

### **C. Crossing Highways and Streets**

1. The driver shall be responsible for ~~safely delivering~~ ensuring that the students who must cross the highway or street ~~by one of the following methods:~~
  - a. ~~Students shall pass approximately 10 feet in front of the school bus so as to be seen by the driver and cross the road only upon receiving a hand signal from the driver, or~~
  - b. ~~The student shall pass approximately 10 feet in front of the bus so as to be seen by the driver and be conducted across the road by the school bus patrol, or.~~
  - c. ~~The driver shall personally conduct the students across the road after following required procedures for disabling the bus.~~
  - d. The driver shall visually ascertain that students getting off the bus who do not need to cross the road are a safe distance from the bus before moving the vehicle.

### **D. Type III Vehicles**

1. Type III vehicles are defined in state law as passenger cars, station wagons, vans and buses having a capacity of 10 or fewer people including the driver, and a gross vehicle weight rating of 10,000 pounds or less. Any vehicle designed to carry more than 10 passengers must meet all legal requirements for a school bus and cannot be treated as a Type III vehicle. Any Type III vehicle used to transport students must carry all emergency equipment listed in Section IV. B. 2. If District-owned, the District name will be clearly marked on the side of the vehicle.
2. Students must never be transported in vans that have a capacity of 10 passengers or more, including the driver, unless the van meets school bus licensing and safety standards. This requirement also applies to owned or rented vehicles at any location, including trips out of state.
3. Students will not be regularly transported in private vehicles. However, private vehicles may be used for convenience or in an emergency. The District has no system of inspection for private vehicles.

**VI. SCHOOL BUS DRIVER TRAINING****A. Training**

All new bus drivers shall be provided with pre-service training, including in-vehicle (actual driving) instruction before transporting students and shall meet the competencies specified by the Department of Public Safety. All school bus drivers shall receive a minimum of eight hours of in-service training annually.

**B. Evaluation**

All drivers will be evaluated for the following competencies at least once annually:

1. Safely operate the type of school bus the driver will be driving.
2. Understand student behavior, including issues relating to students with disabilities.
3. Ensure orderly conduct of students on the bus and handle incidents of misconduct appropriately.
4. Know and understand relevant laws, rules of the road and local school bus safety policies.
5. Handle emergency situations.
6. Safely load and unload students.
7. Demonstrate proficiency in first aid and CPR procedures.

**VII. EMERGENCY PROCEDURES****A. Fire**

In the event of a fire, the first priority is to evacuate the bus. Drivers will make certain passengers are safe before attempting to put out the fire.

**B. Injuries/Medical Emergencies**

Drivers will be familiar with first aid, including the use of epipens, and CPR procedures. Drivers should first contact the dispatcher to call 911 in the case of serious illness or injuries. Drivers should administer proper first aid in accordance with their training and level of ability. In the event a passenger is taken to the hospital, record the student's name and the name of the hospital where the student is sent.

**C. Tornado**

If there is likelihood that the tornado will hit a vehicle, and there is no escape route available or no time to drive to a safe location, the driver should evacuate the bus, taking the first aid kit. The driver will take the students to the basement of a nearby building or to the nearest depression or ditch upwind (toward the storm) of the bus far enough

away from the bus so that the bus will not roll over on them, and instruct them to cover their heads with their arms. If the students are wearing coats or jackets, these can be used to provide additional protection for their heads and bodies. Drivers should take only the first aid kit from the bus.

If drivers are on the road when they hear a tornado warning or spot a funnel, and there is no time to evacuate the students after stopping the bus, drivers should have the students assume the protective position, remaining in their seats, with their heads below window level.

**D. Evacuation**

Drivers should evacuate buses only when there is a danger of fire, collision, or other potential hazard. Drivers should inform passengers that there is an emergency and, in very calm and precise terms, tell them exactly what they are to do. When possible to do so safely, drivers will keep all evacuees a minimum of 100 feet from the bus. They should be loaded back onto the bus only when the driver has determined it is safe to do so.

**E. Accident**

In case of an accident, the driver should immediately assess students for injuries and begin any emergency first aid procedures if necessary. The driver must also notify the School District and law enforcement of any school bus accidents immediately.

Upon providing emergency care and notifying the District, the driver shall:

1. In cooperation with police officer and/or ambulance service, assist with the care of students.
2. See that all injured students receive proper care.
3. Determine facts pertaining to an accident.
4. Call Transportation/District staff to give list of names and circumstances so they can begin calling parents.
5. Discuss the accident only with police and School District officials.
6. Record all students' names.
7. Not leave the scene of an accident until released by the driver's supervisor.

Before leaving for the day, the driver shall fill out an accident report. All bus accidents will be reported to the Department of Public Safety.

**F. Cold Weather Stop**

If a driver is stuck or stalled in cold weather, the driver should call for assistance and wait for help. The driver should avoid relying on the engine to provide heat for the driver and passengers as long as possible.

If it is necessary to run the engine to provide heat, the driver will make sure the exhaust pipe is clear of snow, open windows for ventilation, and check passengers frequently for headaches or drowsiness.

**G. Dangerous Weapons**

If a driver observes or learns that a passenger may have a dangerous weapon on the bus, he or she should remain calm and call for assistance using a pre-determined code. The driver should give the location of the bus to the dispatcher, continue the route and wait for assistance. The driver should not inform the passenger suspected of having the weapon that he or she knows of the weapon.

**H. Lights**

In an emergency stop, the driver must turn on the four-way hazard warning lights, and running or clearance lights.

**I. Getting Assistance**

Drivers shall use the two-way radio communication system to get assistance. Drivers shall report the location and number of the bus, the nature of the problem, and the status of the passengers. If the driver cannot use a radio to contact the dispatcher, the driver should ask a passerby or other motorist to do so from the nearest telephone. The driver should write out the number and location of the school bus, the nature of the emergency, and the status of the passengers.

**VIII. VEHICLE MAINTENANCE STANDARDS**

- A.** All school vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the School District.
- B.** All school vehicles shall be inspected in accordance with legal requirements.

EFFECTIVE: October 10, 1994  
MODIFIED: April 9, 2007  
MODIFIED: July 10, 2007  
MODIFIED: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: A. Superintendent**

**COMMENTS BY: Superintendent Ostlund**

**3. Board Policies and Regulations – Reviewed (Per 3-Year Cycle) – Major Changes**

**b. Board Policy 728 – “Operation of District-Owned Activity Bus” – First Reading**

This policy has been reviewed by the Board Policy Committee, per the 3-year review process. The committee is recommending major changes to the wording of the policy to better clarify the required qualifications of the driver of an activity bus.

**RECOMMENDED ACTION:** Accept for first reading the proposed amendments to Board Policy 728 – “Operation of District-Owned Activity Bus” as presented.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_  
Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_  
Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**OPERATION OF DISTRICT-OWNED  
ACTIVITY BUS**

**POLICY: 728**

The School Board is deeply concerned about the safety of students and staff who are transported to and from activities in a District-owned activity bus. Only employees of the District may drive a District-owned activity bus. Any employee who operates a District-owned activity bus must meet the following requirements:

1. The operator of the activity bus must be at least twenty-one (21) years of age.
2. The operator of the activity bus must have no prior DUI (Driving Under the Influence) or DWI (Driving While Intoxicated) convictions.
3. The operator of the activity bus must complete safety training annually.
4. The operator of the activity bus must meet all other applicable licensing requirements.
5. The operator of the activity bus must agree to be subject to random drug testing in the same manner as commercially-licensed drivers for the District's bus contractors.
6. The District must have on file a background investigation of the operator of the activity bus that meets the requirements of state law.

ADOPTED: March 11, 2002  
AMENDED: April 9, 2007  
FIRST READING: March 10, 2008

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: B. Curriculum and Instruction**

**COMMENTS BY: Dr. Jane Sigford**

**1. Proposed Shared Decisions Agreement with Birchview Elementary School**

It is a pleasure to have members of the site council and the principal of Birchview Elementary, Dr. Tom Koch, present the proposed Shared Decisions Agreement between Birchview Elementary and the Wayzata School Board for the 2008-10 school years. Dr. Koch and members of the site council attended the February 25 work session to preview the agreement, answer questions, and accept suggestions.

The proposed agreement has been reviewed by the Superintendent, Executive Directors of Curriculum and Instruction, Finance & Business, Human Resources, and by the Wayzata Education Association leadership to ensure compliance with statutes, contracts, policies, and administrative regulations.

As the agreement has been found to be in compliance, it is hereby recommended for School Board approval. We congratulate the Birchview Shared Decisions Site Team for their fine work on this collaborative process.

Dr. Koch will introduce members of his team and share highpoints of the Shared Decisions Agreement.


**RECOMMENDED ACTION:** Approve the Shared Decisions Agreement between Birchview Elementary and the Wayzata School Board for 2008-2010 school years and authorize the School Board Chair to sign the document.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

# ***Birchview Elementary School***



## ***Making A Difference***

A partnership of staff, parents, and  
community members working together to  
continue our growth toward becoming  
*A Model of Excellence Among Learning  
Communities*

# *Mission Statement*

***Birchview Elementary strives for academic excellence, emotional and physical well being, and social success for our students within a safe and caring environment***

# 2005-07 Mathematics Goal Review

- **Improve student learning in mathematics skills related to number sense, fluency, and problem solving as indicated by enhanced performance on standardized assessment measures and on Everyday Mathematics unit and end of the year curriculum measures across all grade levels**
  - ✓ University of St. Thomas Partnership
  - ✓ Just 5 Clicks – Secure Skills Data
  - ✓ Birchview Elementary Academy Course
  - ✓ Family Math Nights
  - ✓ Professional Growth Focused on Mathematics

# 2005-2007 Mathematics Goal Review



- ◆ Birchview Mean RIT Score 3rd Grade - 215.6 (at the 78th percentile nationally)
- ◆ Birchview Mean RIT Score 4th Grade - 225.0 (at the 77th percentile nationally)
- ◆ Birchview Mean RIT Score 5th Grade - 234.3 (at the 81th percentile nationally)

# 2005-2007 Mathematics Goal Review

- ★ Birchview Mean Growth 3rd Grade - 15.7
- ★ Wayzata Mean Growth 3rd Grade - 13.0
- ★ Birchview Mean Growth 4th Grade - 13.2
- ★ Wayzata Mean Growth 4th Grade - 10.6
- ★ Birchview Mean Growth 5th Grade - 13.5
- ★ Wayzata Mean Growth 5th Grade - 10.2

# 2005-2007 Vocabulary Goal Review

- **Improve student vocabulary development and background knowledge across the grade levels as indicated by increases in comprehension performance outcomes on standardized assessment measures, on classroom performance measures, and on literacy unit and end of the year curriculum measures**
  - ✓ National Urban Alliance Professional Development
  - ✓ Building Background Knowledge
  - ✓ Kindergarten – Fifth Grade Instructional Focus
  - ✓ Word Consciousness Promoted

# 2005-2007 Vocabulary Goal Review

## ➤ Vocabulary Goal Outcomes

- ◆ Birchview Mean RIT Score 3rd Grade - 206.8 (at the 70th percentile nationally)
- ◆ Birchview Mean RIT Score 4th Grade - 211.7 (at the 66th percentile nationally)
- ◆ Birchview Mean RIT Score 5th Grade - 219.1 (at the 71th percentile nationally)

# 2005-2007 Vocabulary Goal Review

- ★ Birchview Mean Growth 3rd Grade - 11.2
- ★ Wayzata Mean Growth 3rd Grade – 8.4
- ★ Birchview Mean Growth 4th Grade - 8.5
- ★ Wayzata Mean Growth 4th Grade – 6.1
- ★ Birchview Mean Growth 5th Grade - 6.4
- ★ Wayzata Mean Growth 5th Grade – 5.4

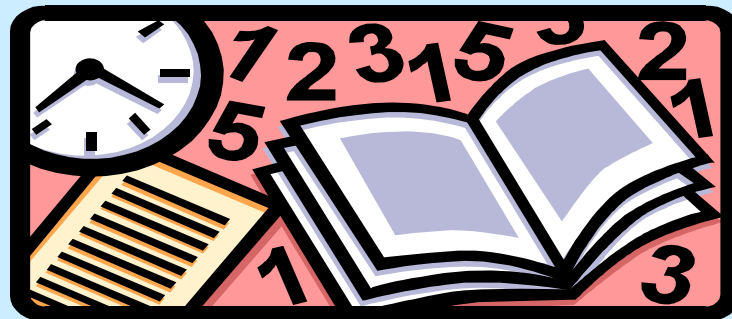
# 2005-2007 Science Goal Review

- **The Birchview Elementary staff will provide opportunities to increase science awareness, understanding, and proficiency by expanding our understanding of the Minnesota Academic Science Standards and implementing the Wayzata Public Schools aligned science curriculum**
  - ✓ Pilot and implement the use of Science Notebooks
  - ✓ Parent Communications
  - ✓ FOSS Science

# 2008-2010

## Focus on Learning Together

Student learning in reading, mathematics,  
health, and technology



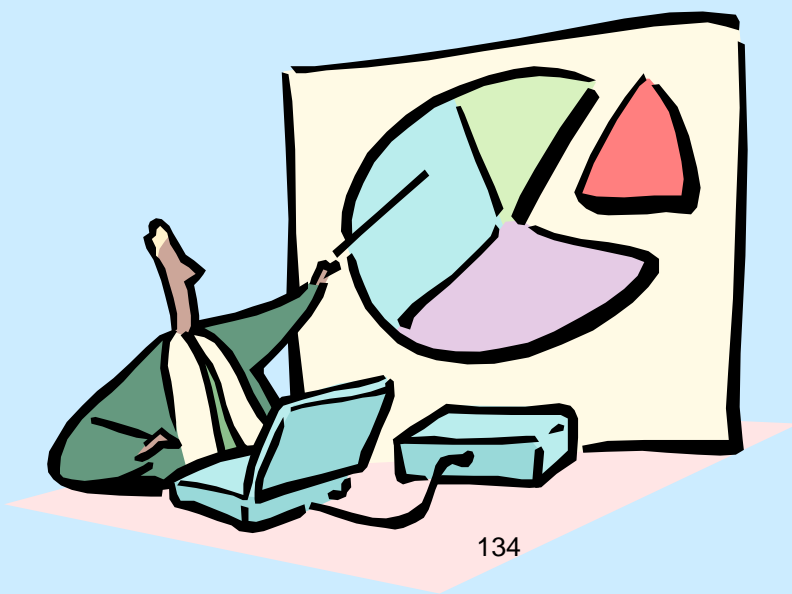
# Decision Making Structure



- Birchview Site Council – parent and staff representatives from all segments of the school
- Assessment data, demographic data and input from teachers and parents
- Wayzata School District vision, mission, and directions guided decisions

# Reading Goal Data Analysis

Birchview Elementary students perform at high levels in reading. Importantly, when students struggle on standardized assessments, weakness across the reading strands are detected



# Reading Improvement Goal

- The students at Birchview Elementary will maintain their very strong achievement growth in the area of reading as measured by maintaining the percentage of students that Achieved Targeted Growth score levels from the 2006/2007 school year (72 percent met or exceeded targeted growth levels) on the Measures of Academic Performance (MAP) standardized assessment

# Reading Goal Committee

## Members

- Shannon Starvel
- Bonnie Waterfill
- Allison Storti
- Sue Strom
- Marianne Brinda



# School-Wide Reading Efforts for 2007/2008

- Grade level leadership team data retreat
- Five day literacy institute for primary teachers
- Grade level review of standards and benchmarks
- Wayzata Academy course

# School-Wide Efforts (cont.)

- Strategies That Work book study
- Active comprehension strategies
- Using standards to increase student achievement
- Culturally responsive instructional strategies

# Mathematic Initiative Data Analysis

Birchview Elementary students perform at high levels in mathematics. Once again, when students struggle on standardized assessments, weakness across the mathematics strands are detected



# Mathematics Initiative

- Continue to improve student thinking in and understanding of mathematics including the embedded skills of number sense and problem solving as measured by consistently high levels of growth in the Wayzata School District's mathematics benchmark secure skills assessments across all grade levels
  - ☀ Provide tools and information to families
  - ☀ Maintain staff proficiency

# Mathematics Initiative Committee

## Members

- Daonna Start
- Kari Ingemann
- Jennifer Fuzzey
- Chris McCullough



# School-Wide Mathematics Efforts for 2008/2010

- Present mathematics content at PTA meeting
- Submit newsletter communications
- Host Family Math Game Nights
- Refine fall curriculum presentations
- Continue school-wide data analysis
- Maintain UST partnership
- Provide new teacher professional development

# Healthy School Initiative

What areas of health need to be emphasized so that students' physical well being is enhanced?



# Healthy School Initiative

- Establish school-wide recognition of the importance for a healthy life-style by making explicit connections between the structured physical education curriculum, playground activities, and after-school experiences
  - ☀ Connecting physical education to personal lives
  - ☀ Great Body Shop curriculum
  - ☀ Connecting physical education to the playground


# Healthy School Committee

## Members

- Jill Freshwaters
- Rebecca Wilkens
- Delroy Tuorila
- Anne Naumann
- Andrea Prohofsky



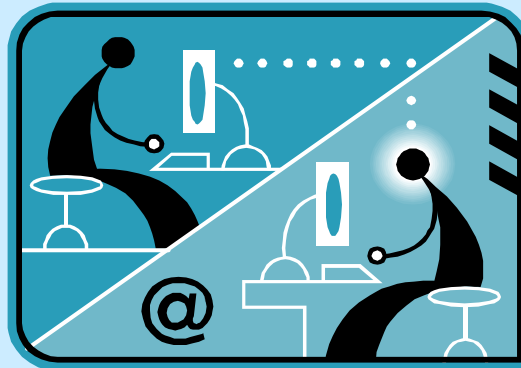
# Healthy School Efforts for 2008/2010



- Provide suggestions for home activities
- Communicate health hints
- Incorporate movement into classrooms
- Align health curriculum
- Organize playground activities
- Encourage involvement of all students

# Technology Initiative

What areas of technology integration will enhance and improve learning?



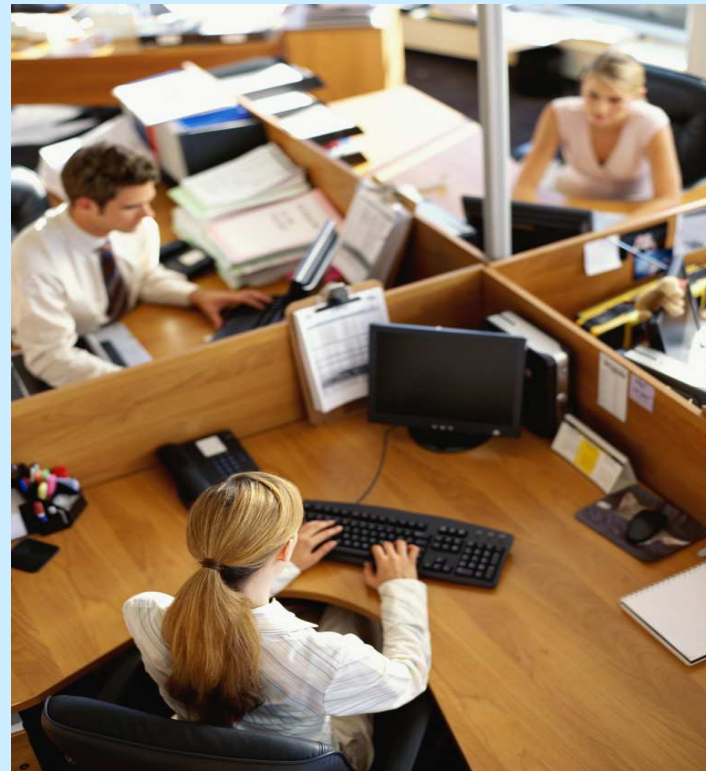
# Technology Improvement Initiative

- Expand the school-wide use of instructional technology to enhance learning by linking the core education curriculum and structured learning experiences to student learning benchmark outcomes
  - ☀ Integrating technology into core curriculum
  - ☀ Strengthen teacher competencies
  - ☀ Coordinate home/school technology integration


# Technology Committee

## Members

- Kellie Brannick
- Sabrina Werremeyer
- Allison Storti
- Julie Sheehy



# Technology Efforts for 2008/2010



- Strengthen critical thinking
- Increase organizational skills
- Provide staff development opportunities
- Organize curriculum extensions
- Improve homework resources
- Increase web site use
- Expand electronic options for communication

# Collaboration Focused on Student Learning

*“Even the grandest design eventually translates into hard work.”*

Richard Dufour

At Birchview Elementary we are committed to student learning and the hard work it takes to achieve solid outcomes.



Independent School District 284  
Wayzata, Minnesota

### **VISION**

*A model of excellence among learning communities*

### **MISSION**

*The mission of the Wayzata School District is to prepare all students for the future by providing a challenging education which builds academic competence, develops responsible citizenship, encourages creativity, promotes lifelong learning, advances critical thinking skills, instills a commitment to personal wellness, and fosters respect for self and others.*

### **DISTRICT DIRECTIONS for 2005-2007**

- *Apply our vision to all components of District*
- *Erase organizational barriers that limit participation of all cultural groups*
- *Strive for smaller class sizes*
- *Work toward a more individualized model of education*
- *Promote a “client-centered” District*



**Shared Decision Agreement  
Between School and the Wayzata  
School Board for**

School Name: ***Birchview Elementary  
School***

This plan was reviewed on: \_\_\_\_\_

Signature of District Design Team \_\_\_\_\_

This plan was approved on: \_\_\_\_\_

Signature of School Board Chair \_\_\_\_\_



## Shared Decisions Agreement Review Team Check List Form

Prior to presentation to the Board, Site Improvement Plans will be reviewed for compliance with statutes, contracts, policies, and administrative regulations. Site Teams are advised that plans should be submitted at least thirty (30) days prior to date of desired Board action.

- Site Improvement Plans are sent to the Office of the Superintendent of Schools.
- Copies of the Site Improvement Plan will be sent to the following members of the review team as designated by the District Shared Decisions Design Team.
- This response sheet will be returned by reviewer to the Superintendent’s Office within ten (10) days.
- Any areas of concern will be noted on response sheet along with suggestions for waivers where applicable.
- All response sheets will be forwarded to the chair of the site team.
- Review team members will decide if the Site Improvement Plan should be reviewed by any other departments such as Transportation, Food Service, Building and Grounds, etc. and forward a copy with a cover sheet for check-off response to the appropriate individual.

### Review Team Response

#### Office of the Superintendent

Check here if an additional page is attached detailing questions or concerns.

\_\_\_\_\_  
Signature and Date

#### Executive Director of Curriculum and Instruction

Check here if an additional page is attached detailing questions or concerns.

\_\_\_\_\_  
Signature and Date

#### Executive Director of Finance

Check here if an additional page is attached detailing questions or concerns.

\_\_\_\_\_  
Signature and Date

#### Executive Director of Human Resources

Check here if an additional page is attached detailing questions or concerns.

\_\_\_\_\_  
Signature and Date

#### Wayzata Education Association Representative

Check here if an additional page is attached detailing questions or concerns.

\_\_\_\_\_  
Signature and Date



**Site Team Members:**

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Year</u></b>
<b>Kari Ingemann</b>	<b>Kindergarten Teacher</b>	<b>2007/2008</b>
<b>Rebecca Wilkens</b>	<b>First Grade Teacher</b>	<b>2007/2008</b>
<b>Allison Storti</b>	<b>Second Grade Teacher</b>	<b>2007/2008</b>
<b>Sabrina Werremeyer</b>	<b>Third Grade Teacher</b>	<b>2007/2008</b>
<b>Jill Freshwaters</b>	<b>Fourth Grade Teacher</b>	<b>2007/2008</b>
<b>Jennifer Fuzzey</b>	<b>Fifth Grade Teacher</b>	<b>2007/2008</b>
<b>Kellie Brannick</b>	<b>Research/Writing Specialist</b>	<b>2007/2009</b>
<b>Delroy Tuorila</b>	<b>Home Base Site Manager</b>	<b>2006/2008</b>
<b>Chris McCullough</b>	<b>Parent</b>	<b>2007/2009</b>
<b>Anne Naumann</b>	<b>Parent</b>	<b>2006/2008</b>
<b>Andrea Prohofsky</b>	<b>Parent</b>	<b>2006/2008</b>
<b>Julie Sheehy</b>	<b>Parent</b>	<b>2006/2008</b>
<b>Daonna Start</b>	<b>Parent</b>	<b>2006/2008</b>
<b>Tom Koch</b>	<b>Principal</b>	<b>2000/2010</b>



**Birchview Elementary  
Student Demographics**

**Student Population by Grade**

	2006-2007			2005-2006			2004-2005		
<b>Grade</b>	<b># of Males</b>	<b># of Females</b>	<b>Avg. Class Size</b>	<b># of Males</b>	<b># of Females</b>	<b>Avg. Class Size</b>	<b># of Males</b>	<b># of Females</b>	<b>Avg. Class Size</b>
EC									
K	46	50	19.2	42	41	20.8	37	54	22.8
1	45	51	19.4	39	44	20.8	38	46	21.0
2	51	51	25.5	33	44	22.3	35	52	21.8
3	33	50	21.0	43	52	23.8	43	33	25.7
4	42	52	23.5	40	31	23.7	36	49	28.0
5	43	37	26.7	40	48	29.3	44	36	26.7
<b>Total</b>	<b>260</b>	<b>291</b>	<b>22.0</b>	<b>237</b>	<b>260</b>	<b>23.1</b>	<b>233</b>	<b>270</b>	<b>23.9</b>



## Student Demographics

### Percent of Students on Free/Reduced

	2006-2007	2005-2006	2004-2005
Free	17%	10%	8%
Reduced Price	4%	4%	4%

### Student Mobility

*(Please insert 3 years of data provided by the Office of Assessment)*

The percent of students entering and leaving during the year, computed by dividing the number of transfers by the October 1 enrollment.

2005- 2006	2004- 2005	2003- 2004
14.29	11.93	11.93

### Average Daily Attendance

*(Please insert three years of data provided by the Office of Assessment.)*

2005- 2006				2004- 2005				2003- 2004			
1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>
97.03	97.58	97.43	96.29	97.36	97.57	98	97.34	96.84	97.93	97.99	97.79

### Percent of Parents Attending Conferences

*(Please insert data provided by the individual building.)*

2006- 2007		2005- 2006		2004- 2005	
Fall	Spring	Fall	Spring	Fall	Spring
97%	96%	97 %	96%	96%	95%

## Student Achievement

### 2006-2007 Minnesota Comprehensive Assessment (MCA-II)

	Grade 3 Math		Grade 3 Reading	
	% Proficient	Avg Score	% Proficient	Avg Score
Birchview	92.7	368.0	97.6	374.1
Wayzata	90.4	365.3	91.8	372.8
State	79.3	358.7	79.6	363.2

	Grade 4 Math		Grade 4 Reading	
	% Proficient	Avg Score	% Proficient	Avg Score
Birchview	87.2	465.6	82.9	465.1
Wayzata	86.7	464.2	85.3	464.5
State	70.9	456.7	71.4	457.0

	Grade 5 Math		Grade 5 Reading	
	% Proficient	Avg Score	% Proficient	Avg Score
Birchview	90.1	564.6	90.8	569.8
Wayzata	84.6	563.8	90.1	566.1
State	63.2	554.1	73.2	557.5

### 2005-2006 Minnesota Comprehensive Assessment (MCA-II)

	Grade 3 Math		Grade 3 Reading	
	% Proficient	Avg Score	% Proficient	Avg Score
Birchview	90.4	365.0	84.7	372.2
Wayzata	92.0	365.2	89.5	373.1
State	77.8	357.8	81.6	365.3

	Grade 4 Math		Grade 4 Reading	
	% Proficient	Avg Score	% Proficient	Avg Score
Birchview	83.3	463.6	90.7	469.5
Wayzata	87.3	463.0	90.5	467.3
State	69.0	455.0	76.7	459.6

	Grade 5 Math		Grade 5 Reading	
	% Proficient	Avg Score	% Proficient	Avg Score
Birchview	83.9	561.9	95.4	568.6
Wayzata	85.0	562.8	90.6	567.8
State	59.0	551.8	76.9	559.1



**Student Achievement**

**Measures of Academic Progress (MAP)- Year One**

<b>Math</b>	<b>Grade 3</b>		<b>Grade 4</b>		<b>Grade 5</b>	
	SS	PR	SS	PR	SS	PR
Birchview	216	78	225	77	234	81
Wayzata	215	78	226	79	235	81
National	202	50	211	50	219	50

<b>Reading</b>	<b>Grade 3</b>		<b>Grade 4</b>		<b>Grade 5</b>	
	SS	PR	SS	PR	SS	PR
Birchview	207	70	212	66	219	71
Wayzata	207	70	214	70	220	72
National	200	50	207	50	212	50

<b>Experience Profile of Staff</b> (Percent of Licensed Staff by Years of Teaching Experience)				<b>Education Profile of Staff</b> (Percent of Licensed Staff by education/training)		
<b>1<sup>st</sup> Year</b>	<b>2 - 7</b>	<b>8 - 20</b>	<b>20+</b>	<b>BA</b>	<b>Masters</b>	<b>Doctorate</b>
17%	27%	51%	5%	24%	76%	Less than 1%



**Staff Roster**

**(Please include job title and grade level-data provided by Human Resources Department.)**

Stephanie Allen	Psychologist
Lisa Anderson	1st Grade Teacher
Karen Anthony	Secretary
Linda Bailer	Media Paraprofessional
Kathy Banks	Social Worker
Aaron Benesh	2nd Grade Teacher
Carmen Block	Kindergarten Plus Teacher
Kellie Brannick	Specialist - Research & Writing
Ramona Braun	3rd Grade Teacher
Marianne Brinda	Kindergarten Plus Teacher
John Brown	ELL Teacher
Kathy Bucher	K Plus/ELL Paraprofessional.
Nancy Buller	1st and 3rd Grade Teacher
Terri Burns	Office Paraprofessional
Marlene Callaghan	Naturalist
Meredith Campbell	Special Ed. Para., Home Base
Ann Carlson	Intervention Teacher
Diana Coggin	Instructional Paraprofessional
Renee Coller	3rd Grade Teacher
Polly Davidson	Instructional Paraprofessional
Lisa Davison	1st Grade Teacher
Mona Domaas	Special Ed. Paraprofessional
Lory Dornbusch	Special Ed./Instructional Paraprofessional
Cheryl Ebner	Special Ed. Paraprofessional
Melissa Evenson	Special Ed. Paraprofessional
Cress Fazendin	Instructional Paraprofessional
Jill Freshwaters	4th Grade Teacher
Sheri Frick	Instructional Paraprofessional
Jennifer Fuzzey	5th Grade Teacher
Brad Gaspar	Vocal Music Teacher
Sally Gerber	Adaptive Physical Education
Carol Ann Giesmann	Special Ed. Paraprofessional
Roberta Granberg	3rd Grade Teacher
Kathy Hagen	Volunteer Coordinator
Sunia Hartmann	Special Education Teacher
Judy Haux	Health Paraprofessional

Kathleen Henkel	4th Grade Teacher
Cecil Hildebrand	Custodian
Kari Ingemann	Kindergarten Teacher
Dave Jackson	5th Grade Teacher
Kayleen Jensen	1st Grade Teacher
Doug Johnson	5th Grade Teacher
Sarah Jordan	Home Base
Shana Kalland	2nd Grade Teacher
Ann Kelly	Special Education Teacher
Terry Klotz	Art Teacher
Tom Koch	Principal
Diane Krull	Instructional Paraprofessional
Jill Lahti	Culinary Express
Emily Lane	Home Base
Sandy Larson	Culinary Express
Rahima Majumder	Home Base
Heidi Martin	Phy Ed Teacher
Daeaun Messer	1st Grade Teacher
Chris Michaelson	Custodian
Kasey Morrissette	Reading Recovery Teacher
Steve Narr	Head Custodian
Nancy Neumer	Home Base
Audrey Otis	Home Base
Ariel Powell	Home Base
Joan Powell	Peer Coach
Christa Rebitzer	4th Grade Teacher
Jennifer Samec	Media Specialist
Teju Sanil	Culinary Express
Heather Schindler	Instructional Paraprofessional
Bob Schultz	5th Grade Teacher
Liz Seeland	Spanish Teacher
Judi Selinger	Speech Pathologist
Susan Snow	Instructional Paraprofessional
Shannon Starvel	Literacy Specialist
Nancy Stewart	Special Ed. Paraprofessional
Allison Storti	2nd Grade Teacher
Sarah Storvick	Intervention Teacher
Sue Strom	2nd Grade Teacher
Scott Sykes	4th Grade Teacher
Delroy Tuorila	Home Base Manager
Anne Turunen	2nd Grade Teacher
Kevin Warns	Computer Para.
Bonnie Waterfill	V21 Teacher
Sabrina Werremeyer	3rd Grade Teacher
Rebecca Wilkens	1st Grade Teacher
Heather Zenzen	3rd Grade Teacher



**District Student Achievement goal for Q Comp focus:** *It is recommended that this be a SMART goal.*

**Improve students' achievement in the areas of reading, math and writing as measured by performance on MCA IIs (Minnesota Comprehensive Assessment) and/or NWEA/MAP.**

**Site Student Achievement SMART goal for Q Comp focus:** The students at Birchview Elementary will maintain their very strong growth achievement in the area of reading as measured by maintaining the percentage of students that *Achieved Targeted Growth* score levels from the 2006/2007 school year (72 percent met or exceeded targeted growth levels), plus or minus the standard error of measurement, on the Measures of Academic Performance (MAP) standardized assessment.

**Summarize the needs assessment (disaggregated data) that was used to determine this goal:** Birchview Elementary's site based team spent two days analyzing student performance data to determine patterns of performance in specific content strands and a specific picture of the students who did not "achieve targeted growth." It should be noted that 72 percent of the students achieved targeted growth or beyond putting Birchview Elementary students performing in the 90<sup>th</sup> percentile of schools nationally on Measures of Academic Performance growth outcomes. From this analysis we determined our professional development and instructional focus will be to provide for student needs in differentiated instruction and academic intervention through *assessment, analysis, action* processes.

**Provide the action plan for the site goal:** *This should answer who will do what when and how will this be accomplished for both students and teachers.*

**Birchview Elementary Alternative Compensation Goal**

**Site Student Achievement SMART goal for Q Comp focus:**

The students at Birchview Elementary will maintain their very strong growth achievement in the area of reading as measured by maintaining the percentage of students that *Achieved Targeted Growth* score levels from the 2006/2007 school year (72 percent met or exceeded targeted growth levels), plus or minus the standard error of measurement, on the Measures of Academic Performance (MAP) standardized assessment.

## **Birchview Elementary Alternative Compensation Professional Development Action Plan**

### **June 2007:**

- Grade-level leadership team review standardized and curriculum-based data to develop the alternative compensation goal and begin to identify instructional strategies to meet goal.
- Grade-level leadership team identifies what instructional focus and professional development is needed in order to accomplish the goals and who will participate.

### **July 2007:**

- 5 Days Literacy Institute Training for Birchview Elementary Teacher Team: Primary instructional team attends the Hamline University summer Literacy Institute to continue exploring promising practices with an emphasis on responsive instruction.

### **Workshop Week:**

- **August 27, 2007** Building principal and summer data-analysis team disseminate and discuss building alternative compensation goal, areas of instructional focus and professional development actions for the 2007/2008 school year (the professional development theme – *assessment, analysis, action* in support of differentiated instruction and academic intervention).
- **August 27, 2007** All school professional development session introducing curriculum enhancement and supplementary materials available to support differentiated instruction.
- **August 29, 2007** All teachers review grade-level relevant data through cross grade-level discussions and student specific data held in Just 5 Clicks (data warehouse system).
- **August 30, 2007** Building differentiation initiative reviewed in detail. Review of student data for 2006/2007 school year. Specific professional development content for the first semester identified.

### **September:**

#### **Week of September 5**

- Building staff establish student routines and begin considering literacy supports and National Urban Alliance instructional strategies.

#### **Week of September 11**

- Peer Coach supports the analysis and interpretation of student data (Just 5 Clicks)
- Peer Coach meets with each teacher and helps guide in the development of his/her Professional Growth Plan-includes setting student achievement gains
- Principal discusses each grade-level team's efforts related to the building's site goal

**Week of September 25**

- Peer Coach begins first formative observations of teachers and reflections
- Teacher reviews classroom 2006/2007 summative data to consider instructional implications
- Staff Meeting: grade-level teams review fall benchmarks in language arts and discuss instructional designs and strategies that influence student engagement in these areas

**October:****Week of October 9**

- Peer Coach focuses on embedding differentiated strategies into instructional activities
- Peer Coach continues to do formative observations of teachers and reflections
- Grade-level teams meet and discuss progress on differentiated instructional strategies
- Teachers share student benchmark data that reflect literacy development
- Wayzata Academy course planning completed by teacher leaders

**Week of October 23**

- Teachers complete Individual Professional Growth Plan
- Peer Coach complete the formative observations of teachers and reflections
- Wayzata Academy course registrations completed and course initiated focusing on assessment, analysis, and action toward differentiated instruction

**November:****Week of November 6**

- Peer Coach focuses on teacher use of differentiated instructional strategies to encourage student engagement and target intervention
- Site Based Professional Development Day (November 9) focusing on refining a K-5 articulation of benchmark skills in reading and review of baseline student data, both curriculum measures and standardized assessment data, to refine instructional focus areas and student intervention efforts
- Grade-level teams will meet and articulate progress on differentiated instructional strategies. Teachers will share student progress data

**Week of November 20**

- First formal observations by Peer Coaches of teachers implementing differentiated instructional strategies to meet Alternative Compensation goal
- Staff Meeting: grade-level teams will engage in a formal discussion of student learning and instructional strategies that support differentiated instruction/student intervention

**Week of November 27**

- Wayzata Academy course session focusing on student work analysis and how this data informs instruction. Significant attention will be focused on using analysis

protocols to support the understanding of formative assessment outcomes and how this data informs instructional decision making

**December:**

**Week of December 11**

- Continue with first formal observations by Peer Coaches of teachers implementing differentiated instructional strategies and student intervention to meet Alternative Compensation goal
- Staff Meeting: discussion of classroom instructional strategies that support student engagement and learning through structured exploration of flexible instructional grouping, collaboration with Intervention teachers, collaboration with Vision 21 teacher, and paraprofessional support structures
- Teachers refine their instructional designs that support the development of effective flexible grouping structures
- Culturally Responsive Instructional Strategies for New Teachers course: advancing culturally responsive strategies through professional resources and reflection (first of six sessions)

**January:**

**Week of January 8**

- Peer Coach focuses on differentiated instructional strategies for meeting the needs of all learners based on current grade-level benchmark skills data emphasizing the use of flexible group structures that respond to student learning needs
- Grade-level teams will meet and articulate progress on instructional strategies that support the development of flexible group structures that respond to student learning needs. Teachers will share and analyze related student work samples.
- Culturally Responsive Instructional Strategies for New Teachers course: advancing culturally responsive strategies through professional resources and reflection (second of six sessions)

**Week of January 22**

- Peer Coach discusses progress of Teachers' Professional Growth Plans & provide support and resources for all building certified staff
- Peer Coach continues to focus on differentiated instructional strategies for meeting the needs of all learners based on grade-level benchmark skills data emphasizing flexible group structures that respond to student learning needs
- Staff Meeting: Grade-level teams will review what is working and not working with flexible grouping structures that support student learning progress toward grade-level benchmarks
- Staff Development Day (January 25<sup>th</sup>) will focus on increased student achievement by facilitating a deep understanding of the standards and benchmarks that comprise the Wayzata School District's language arts curriculum, informed by the Minnesota Academic Standards, by creating student oriented "I can" statements for each grade-level benchmark
- Wayzata Academy course session focusing on differentiated scaffolding strategies that support student engagement and leaning

**February:****Week of February 5**

- Peer Coach focuses on differentiated scaffolding strategies
- Peer Coach will begin second formative observations of teachers and reflect on observation
- Culturally Responsive Instructional Strategies for New Teachers course: advancing culturally responsive strategies through professional resources and reflection (third of six sessions)

**Week of February 19:**

- Peer Coaches will continue second formative observations of teachers and reflect on observation
- Teams will meet and articulate progress on instructional strategies that promote differentiated scaffolding strategies. Teachers will share related student work samples and analyze grade-level benchmark skills data.
- Staff Meeting: Classroom teachers will evaluate and summarize student work samples which reflect differentiated scaffolding strategies to determine progress

**Week of February 26**

- Wayzata Academy course session focusing on what students need - resources to draw from as instructional design is considered (intervention content)

**March:****Week March 5**

- Peer Coach focuses on instructional strategies that promote responsive resource selection and instructional design
- Peer Coach will finish second formative observations of teachers and reflect on observation
- Culturally Responsive Instructional Strategies for New Teachers course: advancing culturally responsive strategies through professional resources and reflection (fourth of six sessions)

**Week of March 19**

- Grade-level teams will meet to review literacy data that indicate progress on selecting responsive resources selection and instructional design (intervention content)
- Staff Meeting: Discussion of the analysis of student literacy work through rubric scoring, error analysis, and strategy analysis to support instructional planning and instructional delivery
- Culturally Responsive Instructional Strategies for New Teachers course: advancing culturally responsive strategies through professional resources and reflection (fifth of six sessions)

**April:****Week of April 9**

- Begin final formal observations by Peer Coaches of teachers implementing

effective instructional strategies that support building Qcomp goal and the Wayzata Frameworks for Effective Instruction

- Peer Coach will review with Teachers their attainment of Professional Growth Plan
- Grade-level teams will meet to analyze student work through rubric scoring, error analysis, and strategy analysis to consider instructional design and pedagogical delivery
- Wayzata Academy course session focusing on flexible grouping structures and the role of support staff

### **Week of April 23**

- Continue with final formal observations by Peer Coaches of teachers implementing effective instructional strategies that support building Qcomp goal and the Wayzata Frameworks for Effective Instruction
- Teams will meet to analyze student work through rubric scoring, error analysis, and strategy analysis to consider instructional design and pedagogical delivery
- Staff Meeting: Classroom teachers present student work and provide examples of rubric scoring and the implications for flexible grouping structures and the role of support staff
- Culturally Responsive Instructional Strategies for New Teachers course: advancing culturally responsive strategies through professional resources and reflection (sixth of six sessions)

### **May:**

- Complete final formal observation by Peer Coach of teachers implementing effective instructional strategies that support building Qcomp goal and the Wayzata Frameworks for Effective Instruction
- Peer Coaches develops a summary report indicating the amount of professional development colleagues received throughout the year
- Grade-level teams and specialists analyze student data from MAP testing and curriculum based measures to consider student progress, evaluate Qcomp goal

### ***Ongoing staff development supports***

Throughout the year, staff members will have access to the Vision 21 and Intervention Specialist to receive job-embedded professional development. Learning opportunities will be tailored to the needs of the staff member, child, or class.

*Additional Professional development activities may include items from the following list:*

- ✓ Observe a student
- ✓ Participate in meetings with parents to facilitate communication between school and home
- ✓ Look at student data
- ✓ Identify what the student needs next (goals and strategies)
- ✓ Demonstrate a strategy
- ✓ Assess a child who present concerns

- ✓ Help plan for individual or small group instruction
- ✓ Instruct your class while you observe someone else
- ✓ Gather appropriate materials for struggling learners
- ✓ Gather professional articles for study
- ✓ Communicate information from professional readings and trainings
- ✓ Help tailor curriculum to better meet the needs of your students
- ✓ Co-plan and implement a new strategy
- ✓ Facilitate book groups/professional development
- ✓ Attend grade level meetings
- ✓ Facilitate communication with paraprofessionals

***Academy Course: Assessment, Analysis, and Action***

Course content overview:

The *Assessment, Analysis, and Action* course will explore an expanded use of student work and assessment products to support instructional decision making in language arts across the elementary grades. There will be an emphasis on creating learning environments that are responsive to diverse learning needs. The course will emphasize instructional practice that conscientiously reflects on the knowledge, skills, and dispositions that children develop in Wayzata academic settings. Participants will consider promising practices that reflect the following cycle:

- 1) Looking at pre-existing student data
- 2) Identify the instructional needs of specific students
- 3) Assessment
- 4) Assessment analysis
- 5) Instructional Planning for Specific Students
- 6) Implementation
- 7) Outcome Analysis

The exploration will include contextualizing concepts to real students and the developmental progression that these students demonstrate as they mature in their academic abilities. Teacher will use the K-5 benchmarks of language arts to consider instructional experiences that promote growth.

This course will meet five times over the course of the 2007/2008 school year. Each session will run from 4:00-6:40 at Birchview Elementary to consider:

1. Grade-level benchmarks and secure skills - cross grade-level focus (considering the progression or sequence of learning)
2. The roll of pre-assessment and other data sources in considering student needs
3. Analyzing student work - using protocols and error analysis to determine next step instruction (what students are telling us)
4. Scaffolding instruction to engage all learners (adjusting content, process, and product)
5. What do students need - resources to draw from as instructional design is considered
6. Flexible grouping structures and the role of support staff (playing with the paradigm)
7. Accelerating learning (what are other ways we engage our students and community in support of accelerated learning)

### ***Culturally Responsive Instruction Training for New Staff***

Six session training experience for new staff to learn instructional strategies that provides culturally responsive components. Integration funds for course development and training sessions will be utilized.

The objectives of this professional development effort include:

- To develop a greater awareness of lesson components that support culturally responsive instruction
- To foster reflection on current practices
- To support the continued development of rich instructional environments that enhance student learning

By providing a uniform introduction, modeling, and guided practice through a series of staff development sessions, new teachers will be better prepared to address the learning needs of all students. Topics of these sessions will include:

1. Strengths orientation to student learning outcomes
2. Understanding the cultural components of a lesson
  - Personal experience
  - Others experience
  - Navigating the difference
3. Core design strategies
4. Core teaching strategies
  - Thinking Maps
  - Thinking Strategies
  - Student Engagement Strategies
5. Participation

The primary vehicle for this professional learning is establishing an effective course of study that supports new teachers as they develop the background and depth of knowledge to effectively use culturally responsive instructional practices. Two experienced teachers with National Urban Alliance training will serve as the core facilitators. These two experienced teachers will provide key information to new Birchview Elementary teachers, professional reflection, and act as resources to continue the refinement of competencies that support culturally responsive practices.



## DATA ANALYSIS OF PREVIOUS ALT COMP GOAL

**Goal:**

One percent of the students at Birchview Elementary will improve achievement in the area of mathematics as measured by moving from the *Missed Targeted Growth* level to the *Achieved Targeted Growth* level on the mathematics portion of the Measures of Academic Performance (MAP) standardized assessment.

**Summary/Interpretation of Data Analysis:**

**Data Table**

School Year	2005/2006	2006/2007	
% of Students Making Targeted Growth	70.3	79.4	% Gain 9.1

In analyzing Measures of Academic Progress (MAP) *growth* data in mathematics for the 2006/2007 school year, it was found that Birchview Elementary students performed at the high end of growth achievement for the Wayzata School District students and above the 95% nationally. It should be noted that Birchview Elementary student mean RIT scores were very close to the Wayzata average range in third, fourth, and fifth grades (years tested). The following data is of course only a single measure perspective of student performance and should be viewed with this consideration and caution in mind:

**Mean Growth** (expressed in RIT points)

- Birchview Mean Growth 3rd Grade - 15.7
- Birchview Mean Growth 4th Grade - 13.2
- Birchview Mean Growth 5th Grade - 13.5

**Percentage of Students Meeting or Exceeding Growth Targets**

- Birchview Percent Meeting Growth 3rd Grade - 78.8
- Birchview Percent Meeting Growth 4th Grade - 78.7
- Birchview Percent Meeting Growth 5th Grade - 81.1

**Percent of Target**

- Birchview Percent of Target 3rd Grade - 167.6
- Birchview Percent of Target 4th Grade - 163.9
- Birchview Percent of Target 5th Grade - 167.2

**Mean RIT Score**

- Birchview Mean RIT Score 3rd Grade - 215.6
- Birchview Mean RIT Score 4th Grade - 225.0
- Birchview Mean RIT Score 5th Grade - 234.3

**Goal Achieved: Yes**



**Initiative:**

**Mathematics Improvement Initiative:**

Continue to improve student thinking in and understanding of mathematics including the embedded skills of number sense, fluency, and problem solving as measured by consistently high levels of growth in the Wayzata School District's mathematics benchmark secure skills assessments across all grade levels

**Strategies/Activities:**

- A. Provide tools and information through family education events and school to home communications that advance the partnership between families and school staff as we execute the Wayzata School District's mathematics curriculum
  - 1. Present homework support mathematics content at PTA meetings
  - 2. Submit Birchview Bulletin newsletter contributions that expand parent knowledge of mathematics curriculum and methods to support student learning
  - 3. Host *Family Math Game Nights* at Birchview Elementary
  - 4. Refine the *Fall Grade Level Curriculum Night* mathematics content to expand parent knowledge of mathematics curriculum
  - 5. Continue mathematics *Secure Skills* reporting to parents
  - 6. Highlight mathematics learning and student achievement on the *Birchview Weekly News* and *Making A Difference* awards
  - 7. Enhance the mathematics content on the Birchview Elementary web site
  
- B. Maintain staff proficiency in mathematics instruction through staff development activities
  - 1. Continue regular school-wide data analysis of student performance outcomes
  - 2. Provide new teacher professional development opportunities in elementary mathematics content and instruction
  - 3. Continue the partnership with the University of St. Thomas
  - 4. Provide additional school-wide book studies on mathematics instruction

**Status:**

**Ongoing: Committee Monitoring Efforts Monthly**

**Person/Group Responsible:**

Daonna Start, Kari Ingemann, Jennifer Fuzzey, Chris McCullough

**Timeframe: 2008 - 2010**



**Initiative:**

**Healthy School Community Improvement Initiative**

*Establish school-wide recognition of the importance for a healthy life-style by making explicit connections between the structured physical education curriculum, playground activities, and after-school experiences*

**Strategies/Activities:**

- A. Connect student experiences in their structured physical education class with their classroom experiences and personal lives
  - 1. Provide suggestions for at home physical activities each month
  - 2. Create a “Walk Around the World” school-wide program
  - 3. Use the *Birchview Weekly News* to communicate healthy hints of the week, showcase a new game being taught in Physical Education class, and incorporate “morning movement” into classroom schedules
  
- B. Connect student experiences with our *Great Body Shop* health curriculum to their personal lives as a way to promote healthy living
  - 1. Review and align the health curriculum across grade levels
  - 2. Provide staff development opportunities in the *Great Body Shop* curriculum
  - 3. Supply monthly parent newsletter updates describing curriculum highlights
  - 4. Present health hints on the *Birchview Weekly News*
  
- C. Connect student experiences in their structured classroom environment with structured social environments on the playground
  - 1. Organize a *Game of the Month* program to highlight a new game to integrate physical education activities during recess times
  - 2. Highlight recess game options being played on the *Birchview Weekly News*
  - 3. Institute classroom *Playground Talk* times to encourage student involvement, promote physical health, and respectful problem solving skills

**Status:**

**Ongoing: Committee Monitoring Efforts Monthly**

**Person/Group Responsible:**

Jill Freshwaters, Delroy Tuorila, Anne Naumann, Rebecca Wilkens, Andrea Prohofsky

**Timeframe: 2008 - 2010**



**Initiative:**

**Technology Improvement Initiative**

*Expand the school-wide use of instructional technology to enhance learning by linking the core education curriculum and structured learning experiences to student learning benchmark outcomes*

**Strategies/Activities:**

Strategies

- A. Connect student learning in their core curriculum content with technology applications to provide direct or virtual experiences that enhance learning
  - 1. Reinforce guidelines for appropriate use of technology
  - 2. Use technology to strengthen critical thinking and problem solving skills in authentic situations
  - 3. Increase use of organizational tools progressively throughout the grade levels
  
- B. Strengthen teacher competency in integrating technology into core curriculum instruction to enhance student learning
  - 1. Provide regular staff development opportunities on technology integration
  - 2. Expand authentic use of technology organized curriculum extensions
  - 3. Increase staff participation in District sponsored technology classes
  - 4. Identify grade level *Professional Growth Goals* involving technology integration
  
- C. Provide parents/guardians with information and experiences through family education events and school to home communications that coordinate technology applications to enhance learning
  - 1. Improve technology based homework resources
  - 2. Increase parent use of the Birchview Elementary web site
  - 3. Expand the use of electronic options for home/school communication (email or on-line newsletter)
  - 4. Integrate a technology component into *Family Math Game Night* to model how learning activities can be enhanced or expanded with technology

**Status:**

**Ongoing: Committee Monitoring Efforts Monthly**

**Person/Group Responsible:**

Julie Sheehy, Kellie Brannick, Sabrina Werremeyer, Allie Storti

**Timeframe: 2008 - 2010**

**WAYZATA PUBLIC SCHOOLS**

Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: C. Finance and Business Services**

**COMMENTS BY: Mr. Hopeman, Jr.**

**1. Monthly Financial Reports**

Enclosed for School Board review and information are the following financial reports:

- Monthly Financial Report, which details fund and budget status data as of January 31, 2008; and
- Student Activity Fund Report of January 31, 2008.

No School Board action is required.

INDEPENDENT SCHOOL DISTRICT 284  
WAYZATA, MINNESOTA

**FUND STATUS REPORT**

January, 2008

	<b><u>BALANCE</u></b> <b><u>JUNE 30, 2007</u></b>	<b><u>YTD</u></b> <b><u>REVENUE</u></b>	<b><u>YTD</u></b> <b><u>EXPENDITURES</u></b>	<b><u>BALANCE</u></b> <b><u>JANUARY, 2008</u></b>
GENERAL/TRANSP/CAPITAL	9,772,468	57,262,221	44,997,429	22,037,260
FOOD SERVICE	721,333	1,904,641	2,078,966	547,008
COMMUNITY SERVICE	<u>1,033,595</u>	<u>4,465,345</u>	<u>3,529,691</u>	<u>1,969,249</u>
<b>OPERATING FUNDS</b>	<b>11,527,396</b>	<b>63,632,207</b>	<b>50,606,086</b>	<b>24,553,517</b>
DEBT SERVICE	<u>8,939,662</u>	<u>14,604,176</u>	<u>14,747,696</u>	<u>8,796,143</u>
<b>NON-OPERATING FUNDS</b>	<b><u>8,939,662</u></b>	<b><u>14,604,176</u></b>	<b><u>14,747,696</u></b>	<b><u>8,796,143</u></b>
<b>TOTAL FUNDS</b>	<b><u>20,467,058</u></b>	<b><u>78,236,383</u></b>	<b><u>65,353,782</u></b>	<b><u>33,349,659</u></b>

**NOTE: Revenue and Expenditures are accounted on a modified basis of accounting.  
Totals reflected above are unaudited.**

BM  
BOARD  
3/4/2008

**INDEPENDENT SCHOOL DISTRICT 284  
WAYZATA, MINNESOTA**

**BUDGET STATUS REPORT**

January, 2008

**REVENUE**

<u>FUND</u>	<u>Revised BUDGET</u>	<u>YTD REVENUE</u>	<u>DIFFERENCE</u>	<u>PERCENT RECEIVED</u>
GENERAL/TRANSP/CAPITAL	103,346,860	57,262,221	46,084,639	55.41%
FOOD SERVICE	4,488,554	1,904,641	2,583,913	42.43%
COMMUNITY SERVICE	<u>6,583,541</u>	<u>4,465,345</u>	<u>2,118,196</u>	<u>67.83%</u>
<b>OPERATING FUNDS</b>	<b>114,418,955</b>	<b>63,632,207</b>	<b>50,786,748</b>	<b>55.61%</b>
DEBT SERVICE (1)	<u>10,178,033</u>	<u>14,604,176</u>	<u>(4,426,143)</u>	<u>143.49%</u>
<b>NON-OPERATING FUNDS</b>	<b><u>10,178,033</u></b>	<b><u>14,604,176</u></b>	<b><u>(4,426,143)</u></b>	<b>143.49%</b>
<b>TOTAL FUNDS</b>	<b><u>124,596,988</u></b>	<b><u>78,236,383</u></b>	<b><u>46,360,605</u></b>	<b>62.79%</b>

(1) The Debt Service budget for both Revenue and Expenses has not yet been amended to reflect the 2007A refunding bonds that were issued in December. The January reports reflect the revenue and expenditures from the sale of these bonds and the additional expenses connected with the payoff of the 1999A Series bonds. The expenditures appear to be better balanced because the budgeted refunding for the \$6.735 million payoff of the 2000A Series will not be recorded until February

**NOTE: Revenue and Expenditures are accounted on a modified basis of accounting.  
Totals reflected above are unaudited.**

BM  
BOARD  
3/4/2008

INDEPENDENT SCHOOL DISTRICT 284  
WAYZATA, MINNESOTA

**BUDGET STATUS REPORT**

January, 2008

**EXPENDITURES**

<u>FUND</u>	<u>Revised BUDGET</u>	<u>YTD EXPENDITURES</u>	<u>DIFFERENCE</u>	<u>PERCENT PAID</u>
GENERAL/TRANSP/CAPITAL	102,697,332	44,997,429	57,699,903	43.82%
FOOD SERVICE	4,458,446	2,078,966	2,379,480	46.63%
COMMUNITY SERVICE	<u>6,697,716</u>	<u>3,529,691</u>	<u>3,168,025</u>	<u>52.70%</u>
<b>OPERATING FUNDS</b>	<b>113,853,494</b>	<b>50,606,086</b>	<b>63,247,408</b>	<b>44.45%</b>
DEBT SERVICE (1)	<u>16,723,083</u>	<u>14,747,696</u>	<u>1,975,387</u>	<u>88.19%</u>
<b><u>NON-OPERATING FUNDS</u></b>	<b><u>16,723,083</u></b>	<b><u>14,747,696</u></b>	<b><u>1,975,387</u></b>	<b>88.19%</b>
<b>TOTAL FUNDS</b>	<b><u>130,576,577</u></b>	<b><u>65,353,782</u></b>	<b><u>65,222,795</u></b>	<b>50.05%</b>

(1) The Debt Service budget for both Revenue and Expenses has not yet been amended to reflect the 2007A refunding bonds that were issued in December. The January reports reflect the revenue and expenditures from the sale of these bonds and the additional expenses connected with the payoff of the 1999A Series bonds. The expenditures appear to be better balanced because the budgeted refunding for the \$6.735 million payoff of the 2000A Series will not be recorded until February

**NOTE: Revenue and Expenditures are accounted on a modified basis of accounting.  
Totals reflected above are unaudited.**

BM  
BOARD  
3/4/2008

INDEPENDENT SCHOOL DISTRICT 284  
WAYZATA, MINNESOTA

**BUDGET STATUS REPORT**  
**COMPARATIVE ANALYSIS**

January, 2008

**EXPENDITURES**

<b><u>FUND</u></b>	<b>FY 2008 YTD <u>EXPENDITURES</u></b>	<b>FY 2008 PERCENT <u>PAID</u></b>	<b>FY 2007 YTD <u>EXPENDITURES</u></b>	<b>FY 2007 PERCENT <u>PAID</u></b>
GENERAL/TRANSP/CAPITAL	44,997,429	43.82%	43,839,045	44.80%
FOOD SERVICE	2,078,966	46.63%	2,576,435	52.11%
COMMUNITY SERVICE	<u>3,529,691</u>	52.70%	<u>3,405,485</u>	52.45%
<b>OPERATING FUNDS</b>	<b>50,606,086</b>	<b>44.45%</b>	<b>49,820,965</b>	<b>45.59%</b>
DEBT SERVICE	<u>14,747,696</u>	88.19%	<u>9,843,795</u>	29.32%
<b>NON-OPERATING FUNDS</b>	<b><u>14,747,696</u></b>	<b>88.19%</b>	<b><u>9,843,795</u></b>	<b>29.32%</b>
<b>TOTAL FUNDS</b>	<b><u>65,353,782</u></b>	<b>50.05%</b>	<b><u>59,664,760</u></b>	<b>41.76%</b>

**NOTE: Revenue and Expenditures are accounted on a modified basis of accounting.  
Totals reflected above are unaudited.**

BM  
BOARD  
3/4/2008

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**January 31, 2008**

**PROGRAM/LOCATION : MISCELLANEOUS**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/07</b>	<b>FY'2007/08 Revenue</b>	<b>FY'2007/08 Expend</b>	<b>Balance as Of 01/31/08</b>
21	E/R	018	000	000	000	899/099	AD BUILDING	848.85		159.00	689.85
21	R	018	000	000	000	092	INTEREST/BANK CHARGES	-	7,425.17		7,425.17
<b>TOTAL MISCELLANEOUS</b>								<b>848.85</b>	<b>7,425.17</b>	<b>159.00</b>	<b>8,115.02</b>

**PROGRAM/LOCATION : WAZATA HIGH SCHOOL**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/07</b>	<b>FY'2007/08 Revenue</b>	<b>FY'2007/08 Expend</b>	<b>Balance as Of 01/31/08</b>
21	E/R	251	280	001	000	899/099	DRAMA	4,839.02	1,441.00	605.70	5,674.32
21	E/R	251	280	003	000	899/099	WAYAKO	16,497.17	103,651.10	59,391.92	60,756.35
21	E/R	251	280	005	000	899/099	CERAMICS	371.11	50.00	258.45	162.66
21	E/R	251	280	007	000	899/099	CHEERLEADERS	1,059.00	8,437.16	7,767.71	1,728.45
21	E/R	251	280	008	000	899/099	CHOIR	21,726.09	90,824.57	100,927.23	11,623.43
21	E/R	251	280	009	000	899/099	DANCELINE	17,338.59	16,664.00	24,350.19	9,652.40
21	E/R	251	280	010	000	899/099	CLASS OF 2008	3,515.92		3,515.92	-
21	E/R	251	280	011	000	899/099	CLASS OF 2009	3,600.01	356.80	3,956.81	-
21	E/R	251	280	012	000	899/099	CLASS OF 2010	158.90		158.90	-
21	E/R	251	280	013	000	899/099	CLASS OF 2006				-
21	E/R	251	280	014	000	899/099	CLASS OF 2007				-
21	E/R	251	280	016	000	899/099	ACTIVITY SUPPORT	62,240.67	12,921.20	21,298.58	53,863.29
21	E/R	251	280	017	000	899/099	DECA	18,986.67	35,143.00	29,326.68	24,802.99
21	E/R	251	280	019	000	899/099	FRENCH	1,067.04			1,067.04
21	E/R	251	280	020	000	899/099	GERMAN	2,678.88	4,038.84	6,000.00	717.72
21	E/R	251	280	021	000	899/099	LETTERMAN	25,673.82	41,235.53	33,817.08	33,092.27
21	E/R	251	280	022	000	899/099	FINE ARTS	850.09	10,260.50	11,407.49	(296.90)
21	E/R	251	280	023	000	899/099	LOCK DEPOSIT	19,151.88	1,009.00		20,160.88
21	E/R	251	280	024	000	899/099	BAND	41,661.11	119,256.05	124,694.54	36,222.62
21	E/R	251	280	025	000	899/099	SMOKING FINES	379.07	21.00		400.07
21	E/R	251	280	026	000	899/099	NATIONAL HONOR	6,625.43	1,774.54	2,547.55	5,852.42
21	E/R	251	280	027	000	899/099	STUDENT SERVICES	17,606.49		192.78	17,413.71
21	E/R	251	280	028	000	899/099	ORCHESTRA	6,716.47	10,197.00	4,013.79	12,899.68
21	E/R	251	280	030	000	899/099	STUDENT COUNCIL	2,120.52	38,268.82	23,928.80	16,460.54
21	E/R	251	280	031	000	899/099	SPANISH	1,580.31	420.00	469.69	1,530.62
21	E/R	251	280	035	000	899/099	MUSICAL	9,205.45	17,549.00	18,304.13	8,450.32
21	E/R	251	280	037	000	899/099	RARE	2,192.40	2,500.00		4,692.40
21	E/R	251	280	038	000	899/099	SCHOLARSHIPS	780.98	1,600.00	649.28	1,731.70
21	E/R	251	280	039	000	899/099	THEATRE ARTS	3,727.06	3,681.00	(388.47)	7,796.53
21	E/R	251	280	040	000	899/099	BUSINESS PROFESS	3,250.12	5,529.00	5,158.56	3,620.56
21	E/R	251	280	041	000	899/099	SCHOOL STORE	1,162.11			1,162.11
21	E/R	251	280	042	000	899/099	VICA	8,625.47	2,000.00	551.32	10,074.15
21	E/R	251	280	043	000	899/099	ART CLUB	985.54	287.00	352.56	919.98
21	E/R	251	280	044	000	899/099	LINK 4	4,470.88	2,057.15	2,295.22	4,232.81
21	E/R	251	280	045	000	899/099	BPA/DECA	14,596.35	15,379.06	11,120.60	18,854.81
21	E/R	251	280	047	000	899/099	HIGH MILEAGE TEAM	1,070.60	1,000.00	554.03	1,516.57
21	E/R	251	280	048	000	899/099	Y.E.S.	3,010.14	3,500.00	2,143.85	4,366.29
21	E/R	251	280	049	000	899/099	CREATIVE WRITING	-			-
21	E/R	251	280	050	000	899/099	DECA - SPIRITWARE	3,727.25	21,975.30	14,891.06	10,811.49
21	E/R	251	280	051	000	899/099	V21 - ACTIVITY SUPPORT	2,972.56	3,000.00	128.34	5,844.22
21	E/R	251	280	052	000	899/099	ROBOTICS TEAM	793.84	7,530.00	4,267.47	4,056.37
21	E/R	251	280	053	000	899/099	SHOW STOPPERS	1,002.50	5,635.50	4,264.25	2,373.75
21	E/R	251	280	054	000	899/099	FASHION CLUB	1,140.03			1,140.03
21	E/R	251	280	055	000	899/099	CHINESE CLUB	-			-

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**January 31, 2008**

								Balance as Of	FY'2007/08	FY'2007/08	Balance as Of
								06/30/07	Revenue	Expend	01/31/08
<b>TOTAL WAZATA HIGH SCHOOL</b>								<b>339,157.54</b>	<b>589,193.12</b>	<b>522,922.01</b>	<b>405,428.65</b>
<b>PROGRAM/LOCATION : WAZATA HIGH SCHOOL ATHLETICS</b>											
<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	Balance as Of	FY'2007/08	FY'2007/08	Balance as Of
								06/30/07	Revenue	Expend	01/31/08
21	E/R	251	280	070	000	899/099	BASEBALL	(2,175.20)	7,963.00	595.90	5,191.90
21	E/R	251	280	071	000	899/099	BASKETBALL - BOYS	3,465.86	2,341.00	935.04	4,871.82
21	E/R	251	280	072	000	899/099	BASKETBALL - GIRLS	(1,878.40)	8,848.00	9,844.43	(2,874.83)
21	E/R	251	280	073	000	899/099	CROSS COUNTRY - BOYS	5,602.12	10,255.99	10,745.32	5,112.79
21	E/R	251	280	074	000	899/099	CROSS COUNTRY - GIRLS	4,248.98	10,438.00	12,427.91	2,259.07
21	E/R	251	280	075	000	899/099	FOOTBALL	21,752.30	49,561.00	29,515.12	41,798.18
21	E/R	251	280	076	000	899/099	GYMNASTICS	623.72	2,922.00	2,775.40	770.32
21	E/R	251	280	077	000	899/099	GOLF - BOYS	(469.91)	2,539.41	240.40	1,829.10
21	E/R	251	280	078	000	899/099	GOLF - GIRLS	(266.52)	1,998.75		1,732.23
21	E/R	251	280	079	000	899/099	HOCKEY - BOYS	8,678.76	13,772.00	26,239.68	(3,788.92)
21	E/R	251	280	080	000	899/099	HOCKEY - GIRLS	6,001.45	4,337.00	4,751.83	5,586.62
21	E/R	251	280	081	000	899/099	SKIING - ALPINE	(1,167.61)	5,013.00	1,485.75	2,359.64
21	E/R	251	280	082	000	899/099	SKIING - NORDIC	4,804.43	21,095.00	20,885.22	5,014.21
21	E/R	251	280	083	000	899/099	SOFTBALL	5,788.78	1,987.00	3,221.10	4,554.68
21	E/R	251	280	084	000	899/099	SWIMMING/DIVING - BOYS	(710.06)	4,854.00	3,518.61	625.33
21	E/R	251	280	085	000	899/099	SWIMMING/DIVING - GIRLS	6,958.17	19,303.00	17,287.35	8,973.82
21	E/R	251	280	086	000	899/099	SOCCER - BOYS	5,741.88	15,372.35	14,867.16	6,247.07
21	E/R	251	280	087	000	899/099	SOCCER - GIRLS	4,994.40	4,208.00	5,071.57	4,130.83
21	E/R	251	280	088	000	899/099	SYNCHRONIZED SWIMMING	7,398.87	4,240.00	867.24	10,771.63
21	E/R	251	280	089	000	899/099	TENNIS - BOYS	4,935.59	3,662.00	(918.32)	9,515.91
21	E/R	251	280	090	000	899/099	TENNIS - GIRLS	5,625.47	13,239.50	11,080.54	7,784.43
21	E/R	251	280	091	000	899/099	TRACK/FIELD - BOYS	4,902.97	1,894.00	2,329.91	4,467.06
21	E/R	251	280	092	000	899/099	TRACK/FIELD - GIRLS	2,670.36	1,857.00	309.64	4,217.72
21	E/R	251	280	093	000	899/099	VOLLEYBALL	759.71	9,075.76	5,652.59	4,182.88
21	E/R	251	280	094	000	899/099	WRESTLING	(1,309.26)	2,545.00	946.44	289.30
21	E/R	251	280	095	000	899/099	ADAPTIVE ATHLETICS	1,548.08	179.00		1,727.08
21	E/R	251	280	096	000	899/099	BOYS LACROSSE	(366.53)	3,633.00	600.00	2,666.47
21	E/R	251	280	097	000	899/099	GIRLS LACROSSE	513.02	1,777.00	255.00	2,035.02
<b>TOTAL HIGH SCHOOL ATHLETICS</b>								<b>98,671.43</b>	<b>228,910.76</b>	<b>185,530.83</b>	<b>142,051.36</b>
<b>PROGRAM/LOCATION : CENTRAL MIDDLE SCHOOL</b>											
<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	Balance as Of	FY'2007/08	FY'2007/08	Balance as Of
								06/30/07	Revenue	Expend	01/31/08
21	E/R	253	280	152	000	899/099	MUSICAL	14,471.88	6,900.00	922.47	20,449.41
21	E/R	253	280	155	000	899/099	VALLEYFAIR	4,478.79	450.00		4,928.79
21	E/R	253	280	156	000	899/099	STUDENT COUNCIL	2,533.71	520.57	648.81	2,405.47
21	E/R	253	280	157	000	899/099	BAND	1,071.57	2,652.04	4,530.77	(807.16)
21	E/R	253	280	158	000	899/099	CHOIR	449.08	1,385.00		1,834.08
21	E/R	253	280	161	000	899/099	YEARBOOKS	8,323.18	17,763.25	18,694.61	7,391.82
21	E/R	253	280	165	000	899/099	STUDENT SERVICES	14,129.46	12,893.90	10,087.94	16,935.42
21	E/R	253	280	167	000	899/099	MINI COURSES	(1,625.79)	4,000.00		2,374.21
<b>TOTAL CENTRAL MIDDLE SCHOOL</b>								<b>43,831.88</b>	<b>46,564.76</b>	<b>34,884.60</b>	<b>55,512.04</b>
<b>PROGRAM/LOCATION : WEST MIDDLE SCHOOL</b>											
<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	Balance as Of	FY'2007/08	FY'2007/08	Balance as Of
								06/30/07	Revenue	Expend	01/31/08

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**January 31, 2008**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<i>06/30/07</i>	<i>Revenue</i>	<i>Expend</i>	<i>01/31/08</i>
21	E/R	351	280	201	000	899/099	BAND	8,056.84	870.00	1,548.50	7,378.34
21	E/R	351	280	202	000	899/099	CHOIR	10,561.21	4,505.00	11,427.68	3,638.53
21	E/R	351	280	203	000	899/099	STUDENT SERVICES	7,947.63	3,320.98	681.89	10,586.72
21	E/R	351	280	204	000	899/099	SCHOOL STORE	172.00		172.00	-
21	E/R	351	280	209	000	899/099	STUDENT COUNCIL	1,764.04	786.23	1,219.33	1,330.94
21	E/R	351	280	212	000	899/099	YEARBOOK	6,284.02	13,666.00	6,763.39	13,186.63
21	E/R	351	280	213	000	899/099	THEATER	6,482.90	10,275.05	5,020.95	11,737.00
21	E/R	351	280	214	000	899/099	BOYS NIGHT OUT	732.41			732.41
21	E/R	351	280	215	000	899/099	DAY ONE	836.00	160.00	476.50	519.50
<b>TOTAL WEST MIDDLE SCHOOL</b>								<b>42,837.05</b>	<b>33,583.26</b>	<b>27,310.24</b>	<b>49,110.07</b>
<b>PROGRAM/LOCATION : EAST MIDDLE SCHOOL</b>											
								<b>Balance as Of</b>	<b>FY'2007/08</b>	<b>FY'2007/08</b>	<b>Balance as Of</b>
<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<i>06/30/07</i>	<i>Revenue</i>	<i>Expend</i>	<i>01/31/08</i>
21	E/R	352	280	100	000	899/099	STUDENT SERVICES	9,193.68	7,615.00	7,699.96	9,108.72
21	E/R	352	280	102	000	899/099	LOCKERS	193.32	125.00		318.32
21	E/R	352	280	104	000	899/099	BAND	1,296.97		72.00	1,224.97
21	E/R	352	280	105	000	899/099	STUDENT COUNCIL	1,641.73	1,038.25	1,102.91	1,577.07
21	E/R	352	280	107	000	899/099	VARIETY FUND	7,760.60	356.13	2,566.05	5,550.68
<b>TOTAL EAST MIDDLE SCHOOL</b>								<b>20,086.30</b>	<b>9,134.38</b>	<b>11,440.92</b>	<b>17,779.76</b>
<b>PROGRAM/LOCATION : BIRCHVIEW</b>											
								<b>Balance as Of</b>	<b>FY'2007/08</b>	<b>FY'2007/08</b>	<b>Balance as Of</b>
<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<i>06/30/07</i>	<i>Revenue</i>	<i>Expend</i>	<i>01/31/08</i>
21	E/R	404	280	251	000	899/099	STUDENT SERV - K	948.29		309.16	639.13
21	E/R	404	280	253	000	899/099	STUDENT SERV - GR 1	138.58	482.75	477.30	144.03
21	E/R	404	280	254	000	899/099	STUDENT SERV - GR 2	216.40	570.50	728.26	58.64
21	E/R	404	280	255	000	899/099	STUDENT SERV - GR 3	389.94	1,120.00	1,277.32	232.62
21	E/R	404	280	256	000	899/099	STUDENT SERV - GR 4	657.55	679.00	1,027.89	308.66
21	E/R	404	280	257	000	899/099	STUDENT SERV - GR 5	75.93	968.00	980.48	63.45
21	E/R	404	280	259	000	899/099	STUDENT COUNCIL	659.47		264.00	395.47
21	E/R	404	280	260	000	899/099	STUDENT SERV - GENERAL	1,665.07		225.56	1,439.51
21	E/R	404	280	261	000	899/099	MEDIA	426.06			426.06
<b>TOTAL BIRCHVIEW</b>								<b>5,177.29</b>	<b>3,820.25</b>	<b>5,289.97</b>	<b>3,707.57</b>
<b>PROGRAM/LOCATION : GREENWOOD</b>											
								<b>Balance as Of</b>	<b>FY'2007/08</b>	<b>FY'2007/08</b>	<b>Balance as Of</b>
<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<i>06/30/07</i>	<i>Revenue</i>	<i>Expend</i>	<i>01/31/08</i>
21	E/R	406	280	307	000	899/099	KINDERGARTEN	246.39		19.15	227.24
21	E/R	406	280	311	000	899/099	MEDIA	81.31	82.90		164.21
21	E/R	406	280	312	000	899/099	STUDENT SERVICES	5,011.28		122.35	4,888.93
<b>TOTAL GREENWOOD</b>								<b>5,338.98</b>	<b>82.90</b>	<b>141.50</b>	<b>5,280.38</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**January 31, 2008**

**PROGRAM/LOCATION : OAKWOOD**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/07</b>	<b>FY'2007/08 Revenue</b>	<b>FY'2007/08 Expend</b>	<b>Balance as Of 01/31/08</b>
21	E/R	407	280	464	000	899/099	STUDENT SERV - GR 5	-			-
21	E/R	407	280	468	000	899/099	STUDENT SERV - GR 3	119.18			119.18
21	E/R	407	280	469	000	899/099	STUDENT COUNCIL	445.38	1,276.68	436.66	1,285.40
21	E/R	407	280	474	000	899/099	STUDENT SERV - GENERAL	7,176.44	1,726.00	1,878.02	7,024.42
21	E/R	407	280	476	000	899/099	CHESS CLUB	321.70	226.00	67.79	479.91
<b>Total Oakwood Elementary</b>								<b>8,062.70</b>	<b>3,228.68</b>	<b>2,382.47</b>	<b>8,908.91</b>

**PROGRAM/LOCATION : SUNSET HILL**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/07</b>	<b>FY'2007/08 Revenue</b>	<b>FY'2007/08 Expend</b>	<b>Balance as Of 01/31/08</b>
21	E/R	408	280	572	000	899/099	STUDENT SERVICES	8,497.18	9,350.23	10,351.52	7,495.89
21	E/R	408	280	573	000	899/099	STUDENT COUNCIL	-			-
21	E/R	408	280	574	000	899/099	PENCIL MACHINE/STORE	2,311.78		423.86	1,887.92
<b>TOTAL SUNSET HILL</b>								<b>10,808.96</b>	<b>9,350.23</b>	<b>10,775.38</b>	<b>9,383.81</b>

**PROGRAM/LOCATION : PLYMOUTH CREEK**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/07</b>	<b>FY'2007/08 Revenue</b>	<b>FY'2007/08 Expend</b>	<b>Balance as Of 01/31/08</b>
21	E/R	410	280	532	000	899/099	STUDENT COUNCIL	338.54	114.78	453.32	-
21	E/R	410	280	533	000	899/099	STUDENT SERVICES	15,768.04	5,080.24	2,715.00	18,133.28
<b>TOTAL PLYMOUTH CREEK</b>								<b>16,106.58</b>	<b>5,195.02</b>	<b>3,168.32</b>	<b>18,133.28</b>

**PROGRAM/LOCATION : GLEASON LAKE**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/07</b>	<b>FY'2007/08 Revenue</b>	<b>FY'2007/08 Expend</b>	<b>Balance as Of 01/31/08</b>
21	E/R	411	280	352	000	899/099	STUDENT SERVICES	9,009.12		885.84	8,123.28
21	E/R	411	280	354	000	899/099	STUDENT COUNCIL	879.57			879.57
21	E/R	411	280	358	000	899/099	MEDIA	2,470.57			2,470.57
<b>TOTAL GLEASON LAKE</b>								<b>12,359.26</b>	<b>-</b>	<b>885.84</b>	<b>11,473.42</b>

**PROGRAM/LOCATION : KIMBERLY LANE**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/07</b>	<b>FY'2007/08 Revenue</b>	<b>FY'2007/08 Expend</b>	<b>Balance as Of 01/31/08</b>
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**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**January 31, 2008**

21	E/R	412	280	401	000	899/099	STUDENT COUNCIL	2,485.79	822.04	981.00	2,326.83
21	E/R	412	280	403	000	899/099	GJESTVANG	51.35			51.35
21	E/R	412	280	404	000	899/099	CARLSON	78.72	282.00	52.78	307.94
21	E/R	412	280	405	000	899/099	SPRAQUE	68.81	260.00	101.27	227.54
21	E/R	412	280	410	000	899/099	STUDENT SERV - GR 1	371.41		262.00	109.41
21	E/R	412	280	414	000	899/099	STUDENT SERV - GR 2	312.10		262.00	50.10
21	E/R	412	280	417	000	899/099	FRICKE	25.24	620.00	160.48	484.76
21	E/R	412	280	419	000	899/099	STUDENT SERV - GR 4	447.91		262.00	185.91
21	E/R	412	280	424	000	899/099	STUDENT SERV - GR 5	468.10		264.00	204.10
21	E/R	412	280	430	000	899/099	MEDIA	343.80		264.87	78.93
21	E/R	412	280	431	000	899/099	STUDENT SERVICES	1,564.69	967.00	4,940.26	(2,408.57)
<b>TOTAL KIMBERLY LANE</b>								<b>6,217.92</b>	<b>2,951.04</b>	<b>7,550.66</b>	<b>1,618.30</b>
<b>GRAND TOTAL</b>								<b>609,504.74</b>	<b>939,439.57</b>	<b>812,441.74</b>	<b>736,502.57</b>

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 7. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

**ITEM: D. Human Resource Services**

**COMMENTS BY: Ms. Doughty**

**1. Approval of Contract for Executive Director of Finance and Business**

As you are aware Executive Director Alan Hopeman has announced his retirement as of June 30, 2008. Alan has served the Wayzata Public Schools with expertise, integrity and a focus on students. We wish him the best in his retirement and thank him for all of his service. He will be missed.

I am pleased to announce that Mr. Jim Westrum, currently the Director of Business Services for Spring Lake Park Public Schools, has accepted the position of Executive Director of Finance and Business effective July 1, 2008.

Jim has more than 20 years of experience working for districts in the school finance area. His experience includes Director of Business Services in Spring Lake Park Public Schools since 2001; Director of Business Services for Osseo Public Schools; Controller for Orono Public Schools; and Accountant for Hopkins Public Schools. He also spent three years as a senior auditor for an accounting firm.

Jim holds a Bachelor of Science Degree in accounting and a Master’s Degree in School Business Management from St. Cloud State University. He has been a certified public accountant since 1989 and a registered school business administrator since 1997. Jim is also currently serving as president of the Minnesota Association of School Business Officials.

We welcome Jim as our new Executive Director of Finance and Business and trust he will continue Alan's superb leadership.

**RECOMMENDED ACTION:** Approve the contract for Executive Director of Finance and Business, Jim Westrum.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – March 10, 2008

**AGENDA SECTION: 8. OTHER BOARD ACTION**

**ITEM: A. Approval of 2008-2010 District Directions**

**COMMENTS BY: Board Chair Moroz**

The proposed District Directions for 2008-2010 are being presented tonight for Board approval.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_

# **WAYZATA PUBLIC SCHOOLS**

Independent School District 284  
Wayzata, Minnesota

## **District Directions for 2008-2010**

To ensure high achievement on the part of each student and to realize our vision, the district's directions for 2008-2010 are:

- Provide a more personalized education for each student.
- Eliminate the predictability of student achievement based on race.
- Provide opportunities for students to engage in global connections.
- Prepare students in skills that they will need to function effectively in the future including creative thinking, diplomacy, problem solving and teamwork.
- Enhance the sense of ownership and engagement in the district by all segments of the community.

**WAYZATA PUBLIC SCHOOLS**  
Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION: 9. AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD**

**ITEM:** \_\_\_\_\_

**COMMENTS BY:** Board Chair Moroz

This section of the agenda provides an opportunity for members of the audience to address the School Board.

**WAYZATA PUBLIC SCHOOLS**

Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

**Regular Meeting – March 10, 2008**

**AGENDA SECTION:** \_\_\_\_\_

**ITEM:** \_\_\_\_\_

**COMMENTS BY:** Board Chair

**10. Board Reports**

**11. New Business**

This section of the agenda provides an opportunity for Board members and/or the Superintendent to bring up any items of new business.

**12. Adjourn**

If there is no additional business before the School Board, the Chair will call for a motion to adjourn the meeting.

Motion by: \_\_\_\_\_ Yes \_\_\_\_\_ Passed \_\_\_\_\_

Second by: \_\_\_\_\_ No \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions \_\_\_\_\_