



## Regular Meeting Agenda

Diamondhead Education Center  
200 W. Burnsville Parkway  
Burnsville, MN 55337  
September 17, 2009  
6:30 PM

I. Call to Order	
A. Welcome	
B. Pledge of Allegiance	
II. Business Meeting	
A. Approve Agenda	
B. Consent Agenda *	
1. Minutes of September 3, 2009 Board Meeting and Closed Session	2
2. Human Resources Report	6
3. Donations	9
4. Schedule a Closed Session	14
5. Approve August Payroll Claims & Receipts	15
6. Approve change in athletic conference arrangement	30
7. Schedule construction walk-throughs at BHS and Metcalf Junior High	31
III. Unfinished Business	
IV. New Business	
A. Certify Proposed Tax Levy Payable in 2010 (15 minutes) (Stotts)	32
B. Approve 2008-2010 Information Technology Specialists Employment Agreement (5 minutes) (Grissom)	38
C. Approve job descriptions and positions for Senior Campus Cafe Workers (5 minutes) (Grissom)	46
D. Approve 2008-2009 Budget Amendment (5 minutes) (Stotts)	50
E. Revised Board Policy GBAA (5 minutes) (Grissom)	51
V. Adjourn to Board Workshop on 2010 Legislative Priorities & Magnet Schools of America Grant	

School Board Minutes  
 INDEPENDENT SCHOOL DISTRICT 191  
 September 3, 2009

The meeting of the Board of Education was called to order by Chair Martin at 6:30 p.m. at the Burnsville High School Senior Campus in the Diamondhead Education Center. Call to Order

Members present: Directors Banyard, Currier, Hill, Morrison, Sweep and Chair Martin. Others in attendance were Superintendent Randall Clegg, administrators and staff. Attendance

Members absent: Director Luth

Chair Martin appointed Director Sweep as Acting Clerk for the meeting.

Chair Martin welcomed the audience and asked Director Sweep to lead the Pledge of Allegiance. Pledge of Allegiance

Moved by Director Currier, seconded by Director Banyard, to adopt the following resolution honoring employees who have worked in the district for twenty years: BE IT RESOLVED that the Board of Education express its appreciation to employees who have served the school district for twenty years by the presentation of a twenty year service pin and certificate of appreciation. Motion carried unanimously (6,0). Public Recognition

Moved by Director Morrison, seconded by Director Banyard, to approve the agenda. Motion carried unanimously (6,0). Agenda

Moved by Director Currier, seconded by Director Sweep, to approve the consent agenda as follows: Consent Agenda Minutes Human Resources

- minutes of August 20, 2009 Board meeting
- personnel changes for A. Faust, J. Garvey, S. Gustafson, J. Johnston, A. Olson, C. Pestalozzi-Knutson, C. Renken, C. Rohde, N.Sackett, G. Sylvester, E. Van, T. Vermillion, H. Alvey, A. Bell, E. Brown, E. Byrne, S. Carlson, K. Chamerlik, C. Gutterman, J. Hammer, J. Kibler, B. Leonard, M. McCool, J. Meyer, S. Peterson, T. Porto, J. Reilly, J. Risteau, C. Rohde, J. Schroeder, J. Wittstruck, E. Odegard, K. Canaan, J. Risteau, G. Cheezig, H. Swemle, R. Delay, S. Kohaut, E. Kopp, J. Lein, J. Maddaloni, T. Millenacker, R. Rosenberger, L. Quast, J. Brauch, K. Knudsen, R. Kreps, T. Ylvisaker, D. Haugen, S. Droege, M. Ische, P. Oslund, B.

<p>Theyson, P. Wendling, K. Franti, M. McGaha, B. Smith, R. Richardson, A. Wendling</p> <ul style="list-style-type: none"> <li>- donation of \$147 from the Wells Fargo Foundation to the Burnsville Senior High School; and \$143.22 from the Wells Fargo Community Support Campaign to Hidden Valley Elementary Literacy Library</li> <li>- Approve, on a second reading basis, the proposed changes to Board Policy GBEAC, <i>Family and Medical Leave Policy</i></li> <li>- Approve, on a second reading basis, revised Policy DFA, <i>Revenues from Investments</i></li> <li>- Approve, on a second reading basis, revised Policy GCL and GCL-R, <i>Professional Staff Development</i></li> <li>- Approve, on a second reading basis, revisions to Board Policy JHCA, <i>Physical Examinations of Students</i></li> <li>- Approve a grant of \$1,500 from the Target Corporation Community Giving Program</li> <li>- Schedule a board workshop following the regularly scheduled board meeting on September 3, 2009 at the Burnsville High School Senior Campus for further discussion of board budget priorities</li> <li>- Approve an extended field trip for the BHS Baseball team to Phoenix, AZ, March 29-April 2, 2010</li> </ul>	<p>Donations</p> <p>Policy GBEAC</p> <p>Policy DFA</p> <p>Policy GCL &amp; GCL-R</p> <p>Policy JHCA</p> <p>Target Grant</p> <p>Schedule Workshop</p> <p>Baseball Trip</p>
<p>Chair Martin made special mention of donations to the District. Motion carried unanimously (6,0).</p>	
<p>Operations Director Jon Deutsch provided a summary of the facility improvement projects completed this summer. These included deferred maintenance projects at the Burnsville Senior High School, Metcalf Junior High, M.W. Savage Elementary, Rahn and Hidden Valley Elementary Schools. The scheduled work has been completed and schools will be ready to open on the first day of school.</p>	<p>Facility Improvement Projects</p>
<p>Superintendent Clegg asked residents to keep in mind that the new school year begins on Tuesday and there will again be students walking to/from school or waiting at bus stops. He also noted:</p> <ol style="list-style-type: none"> <li>1) The district is planning to join a new athletic conference, the "South Suburban Conference," consisting of Rosemont/Apple Valley/Eagan, Lakeville, Bloomington and Prior Lake;</li> <li>2) A new instant messaging system will be in use this year that utilizes voicemail, e-mail and text messaging. Parents are asked to make sure their contact information is up-to-date on SchoolView;</li> <li>3) The BHS drumline performed at the All-District Opener at Prince of Peace; principals also initiated a food drive and collected 689 pounds of food for donation to the Community Action Council; and</li> <li>4) We are welcoming 50 new teachers to the district this year.</li> </ol>	<p>Sup't Report</p>

Board members welcomed the new and returning staff and students and wished all of them a successful year. There was also a reminder that board members will be participating in the Burnsville Fire Muster Parade on September 13.

Board  
Member  
Reports

The meeting adjourned to a board workshop and closed session at 6:51 p.m.

Adjourn

---

Sandy Sweep, Acting Clerk

**BURNSVILLE EAGAN SAVAGE**  
**Independent School District 191**  
**Human Resources**

---

5

AGENDA ITEM: II.B. 1

To: Members of the Board of Education  
Superintendent Randy Clegg

From: Sue Grissom  
Executive Director of Human Resources

Date: September 17, 2009

RE: **Minutes of the September 3, 2009 Closed Session**

The School Board Closed Session was called to order by Chair Susan Martin at 7:40 PM

Members present: Directors: Banyard, Hill, Martin, Morrison, Luth, Currier, Sweep

Others in Attendance:  
Sue Grissom, Executive Director for Human Resources  
Mark Stotts, Business Manager  
Randy Clegg, Superintendent

The following issues were discussed:

Negotiation strategies with the BEA, Local #284, and Information Technology Specialists

The meeting adjourned at 8:30 P.M.

**Burnsville-Eagan-Savage Public Schools  
Independent School District 191  
Human Resources Office**

TO: Members, Board of Education  
Randall Clegg, Superintendent

FROM: Susan J. Grissom, Executive Director Human Resources

DATE: September 17, 2009

RE: Recommended Personnel Changes

**Certified  
Appointment**

Rebecca Lamont -Replacement-Teacher, Spanish, .6 FTE, ERJH,  
effective 2009/10 school year

Elizabeth Wegleitner -Replacement-Teacher, Math, .4 FTE, NJH, effective  
September 8, 2009

**Change in Assignment**

Shawn DeBoer \*Phy Ed/Health teacher, NJH, assignment increases to .9  
FTE, effective for the 2009/10 school year only

Mary Tracey Lott \*Teacher, Byrne, assignment changes to 1.0 FTE, Grade  
5, effective 2009/10 school year

Lisa Willis \*Teacher, assignment has changed to 1.0 FTE Grade 3,  
Byrne, effective 9/14/09

Laura Zempel \*Teacher, NJH/MJH, assignment increases to 1.0 FTE  
for 2009/10 school year only, for travel time between  
schools

**Leave of Absence**

Michele Carroll \*Teacher, ERJH/BHS, requests a 1.0 FTE medical leave  
of absence, effective 9/28/09, returning to the classroom  
10/19/09

Andrea Dugan \*Teacher, NJH/ERJH, requests a 1.0 FTE  
FMLA/maternity/parental leave of absence, effective  
approx. 11/7/09 until January 25, 2010

Rachel Herman \*Teacher, Rahn, requests a 1.0 FTE FMLA/maternity  
leave of absence, effective approx. 11/18/09 for a period  
of 6 weeks

Gretchen Meek \*School Psychologist, ECSE/NJH, requests a 1.0 FTE  
FMLA/maternity/parental leave of absence, effective  
approx. 12/6/09 for the remainder of school year  
2009/10 and for school year 2010/11

Keri Peterson -Teacher, Rahn, requests a .5 FTE general leave of  
absence, working .5 FTE, effective 2009/10 school year

\*added to original report  
Burnsville-Eagan-Savage #191  
Board Meeting – 09/17/2009

Angela Sloneker

\*Teacher, Cedar, requests a 1.0 FTE FMLA/maternity/parental leave of absence, effective the end of December 2009 for a period of 8 weeks

7

Amy Smalley

\*Teacher, Byrne, requests a 1.0 FTE FMLA/maternity/parental leave of absence, effective approx. 11/9/09 returning to the classroom 12/22/09

Kirenza Swanson

\*Teacher, Byrne, requests a 1.0 FTE FMLA/maternity/parental leave of absence, effective approx. 11/7/09 for the remainder of the 2009/10 school year

### **Recall from Termination**

Sarah Johnson

\*ProPay Reserve Teacher, Districtwide, 7 hrs/5days, effective 9/21/09

Matthew Madson

\*ProPay Reserve Teacher, Districtwide, 7 hrs/5days, effective 9/21/09

Huel Scherrer

-Long term substitute, Science, 1.0 FTE, BHS, effective 2009/10 school year

### **Retirement**

Carol Burger

\*Psychologist, HB, after 27 years in the District, effective 10/30/09 with a date designated to set Rule of 90 accrual at 11/16/09

### **Classified**

#### **Appointment**

Debra Galligan

\*Replacement-TLLT Clerical Support, 18 hrs/wk, BALC, effective 9/21/09

Laura Hedburg

\*Replacement-Cook Helper, BHS, 3.75 hrs/day, effective September 1<sup>st</sup>, 2009

Zahra Samantar

\*New-Spec. Ed. Somali Cultural Liaison, 40 hrs/week, DEC, effective 9/21/09

Brent Schmidt

\*Replacement-B-Shift Custodian, Metcalf Group, 8 hrs/as per contract, effective 9/14/09

Roderick Williams

-Replacement-Level 3 EA, 3.5 hrs/day, NJH, effective 9/8/09

### **Change in Assignment**

Jane Buchner

-Cook helper, SO, assignment changes to 2 hrs/day, 5 days/wk, effective 8/31/09

Jane Leskinen

\*EA, HV, assignment increases by ¼ hr per day, effective 9/8/09

Julie Pollack

-EA, MWS, assignment increases by 2 hrs/day, to transport SE students

Yvonne Ruzzi

-GEA, BHS, assignment increases to a total of 6 hrs/day, effective 2009/10 school year

\*added to original report  
Burnsville-Eagan-Savage #191  
Board Meeting – 09/17/2009

Juanita Ville \*EA, NJH, assignment increases to 5 hrs/day, effective 9/14/09 for the remainder of 2009/10 school year only

Mary Weingartz \*Assistant Cook Manager, HV, assignment increases to 6.5 hrs/5 days a week, effective 9/11/09

Roderick Williams \*EA, NJH, assignment increases to 5 hrs/day, effective 9/14/09 for the remainder of the 2009/10 school year only

8

**Correction**

Jane Brauch -Cook helper, ERJH, remains in a 6 hr/day assignment (no change in her assignment)

**Recall from Termination**

Betty Dove -Campus Supervisor, BHS, 7 hrs/day, effective 2009/10 school year

Juanita Ville \*EA, NJH, 3.5 hrs/day, effective 9/9/09

**Termination**

Dana Anderson \*EA, BEST, effective 9/11/09

**Termination During Probationary Period**

John Washington \*B-Shift Custodian, effective 9/15/09

**COMMUNITY EDUCATION**

**Appointment**

Brandice Kelzenberg \*Replacement-ESL teacher, ABE, 255 hours per year, effective 2009/10 school year



II.B.3

**TO:** Dr. Clegg  
**FROM:** Dave Helke  
**DATE:** September 8, 2009  
**RE:** Donations

Please accept the following donation to Burnsville Senior High School Blaze Fund:

- Target Corporation, Take Charge of Education for \$6042.96

Greg Steinhafel  
Chairman, President and CEO, Target Corporation  
Mail Stop 2A-O  
PO Box 59214  
Minneapolis, MN 55459-0214

# Memorandum

---

**To:** Dr. Randall Clegg  
**CC:** Angie Palacios, President Sky Oaks PTO  
**From:** Kay Fecke, Sky Oaks  
**Date:** 9/15/2009  
**Re:** PTO Donation

---

I recommend that the Board of Education accept the donation of \$8,617.00 from the Sky Oaks PTO. The money has been used to purchase books for our literacy library and media center, funds for student field trip scholarships, patrol equipment, chess residency, classroom library sets, staff “mini-grants” and support of our SEEKERS program for Sky Oaks School.

We are grateful for the generous support provided by the Sky Oaks PTO throughout the year.

# Memorandum

---

**To:** Randy Clegg

II.B.3

**CC:** Target Grant

**From:** Rob Nelson

**Date:** 9/15/2009

**Re:** Grant/Donation

---

I recommend that the Board of Education accept the grant/donation of \$1,000 from Target Corporation. This is money will be used to purchase looms and weaving supplies for our art classes.

We are grateful for the generous support provided by Target.

# Memorandum

---

**To:** Randy Clegg  
**CC:** Residential Mortgage Group  
**From:** Rob Nelson  
**Date:** 9/15/2009  
**Re:** Donation

II.B.3

---

I recommend that the Board of Education accept the donation of \$100 from Residential Mortgage Group. Matthew and Jessalynn DeRusha selected Harriet Bishop as a beneficiary in conjunction with their loan closing. This money will be used to pay for supplies for our literacy library.

We are grateful for the generous support provided by the DeRusha family.





---

TO: Members, Board of Education Agenda Item II.B.4  
September 17, 2009

FROM: Randy Clegg, Superintendent

DATE: September 10, 2009

RE: Schedule Closed Sessions

**Recommendation:** That the Board of Education schedule Closed Sessions following the regularly scheduled board meetings on October 1, November 5 and December 3, 2009 at the Burnsville High School Senior Campus for the discussion of negotiation strategies.



**Agenda II-B-5  
September 17, 2009**

**TO: Dr. Randall Clegg, Superintendent**  
**FROM: Mark D. Stotts, Business Manager**  
**DATE: September 17, 2009**  
**RE: August Payroll, Claims and Receipts**

**RECOMMENDATION:** That the Board approve August payroll checks numbered 713380-713460, and Direct Deposit notices numbered 363810-365468, in the net amount of \$4,137,695.78. June, August & September claims to date represented by checks numbered 390813-391321, 100316-100334 and wire transfers and adjustments, totaling \$10,222,451.86. Also, that the Board accepts August receipts of \$10,292,051.95 and investments for General Operations and Alt. Facilities and OPEB of \$24,076,222.57 as of August 31, 2009.

August payroll, wire transfers, claims and receipts have been prepared under the direction of Lisa K. Rider, Director of Accounting Services, and is presented for approval by the School Board. Lisa or I would be glad to answer any questions.

MDS/mlp

**INDEPENDENT SCHOOL DISTRICT 191**  
**FINANCIAL REPORT**  
**August 31, 2009**

**CASH RECEIPTS**

Receipts 64148-64298	\$ 10,292,051.95
Miscellaneous Adjustments	<u>0.00</u>

**TOTAL AUGUST CASH RECEIVED** \$ 10,292,051.95

**CASH DISBURSEMENTS**

August	\$ 4,137,695.78
Regular Payroll Checks	
Direct Deposit Notices	

July Payables Previously Approved	796,040.55
August Claims:	
Previously Approved Checks:	149,700.76

390813	
390834-390942	
390962-391009	
391099-391124	3,752,910.22
391143-391191	
391194	
100316-100333	
June Claims:	
390814-390833	171,964.95
390943-390961	
391125-391142	

August Wire Transfers:	3,791,592.35
Miscellaneous Adjustments	<u>-</u>

**TOTAL AUGUST CASH DISBURSED** \$ 12,799,904.61

**TOTAL EXPENSES TO BE APPROVED**

August Cash Disbursed	\$ 12,799,904.61
Less: Items Previously Approved	(945,741.31)

Plus: August Payables:	
Checks:	
391010-391098	358,335.93
391257-391321	

September Claims:	
Checks:	
391192-391193	2,147,648.41
391195-391256	
100334	

**TOTAL TO BE APPROVED** \$ 14,360,147.64

Investments: General Operations	\$11,273,189.58
Alt Facility Purposes	\$2,892,976.24
OPEB	<u>\$9,910,056.75</u>
	<u><u>\$24,076,222.57</u></u>

**INDEPENDENT SCHOOL DISTRICT 191  
GENERAL OUTSTANDING INVESTMENTS  
31-Aug-09**

<b>Purchase Date</b>	<b>Depository</b>	<b>Investment Type</b>	<b>CD Yield</b>	<b>Maturity Date</b>	<b>Purchase Amount</b>
4/24/2009	MN Trust	CD	1.069	1/26/2010	781,889.58
8/20/2009	MN Trust	CD	0.650	3/12/2010	991,300.00
8/20/2009	MN Trust	CD	0.809	7/27/2010	4,500,000.00
8/20/2009	MN Trust	CD	1.200	9/14/2010	5,000,000.00
Ending Balance					<u>\$ 11,273,189.58</u>

**INDEPENDENT SCHOOL DISTRICT 191  
ALT FACILITY OUTSTANDING INVESTMENTS  
31-Aug-09**

<b>Purchase Date</b>	<b>Depository</b>	<b>Investment Type</b>	<b>CD Yield</b>	<b>Maturity Date</b>	<b>Purchase Amount</b>
4/1/2008	MN Trust	CD	2.79	9/11/2009	2,892,976.24
					<u>2,892,976.24</u>

**INDEPENDENT SCHOOL DISTRICT 191  
OPEB OUTSTANDING INVESTMENTS  
31-Aug-09**

<b>Purchase Date</b>	<b>Depository</b>	<b>Investment Type</b>	<b>CD Yield</b>	<b>Maturity Date</b>	<b>Purchase Amount</b>
4/24/2009	MN Trust	CD	avg. 1.135	12/15/2009	2,000,000.00
4/24/2009	MN Trust	CD	avg. 1.305	4/26/2010	1,432,000.00
4/24/2009	MN Trust	CD	avg. 1.53	6/15/2010	1,068,000.00
4/24/2009	MN Trust	CD	1.800	6/10/2011	96,000.00
4/24/2009	MN Trust	CD	1.790	6/15/2011	2,704,000.00
6/23/2009	MN Trust	SEC	4.000	2/1/2012	1,080,686.30
8/26/2009	MN Trust	SEC	2.200	2/1/2012	501,765.00
8/13/2009	MN Trust	SEC	2.450	4/1/2012	125,473.75
8/3/2009	MN Trust	SEC	3.000	2/1/2013	101,194.00
7/15/2009	MN Trust	SEC	5.00	2/1/2015	328,432.60
6/29/2009	MN Trust	SEC	3.35	6/1/2015	472,505.10
					<u>9,910,056.75</u>
GRAND TOTAL:					<u>24,076,222.57</u>



# Total Portfolio Report CAR

As of: 8/31/09

**PMA Financial Network, Inc.**  
 2135 CityGate Lane 18  
 7th Floor  
 Naperville, Illinois 60563  
 Telephone . 630-657-6400  
 Facsimile . 630-718-8701

## BURNSVILLE ISD 191 / 2008 ALT FACILITY BONDS

**3289**

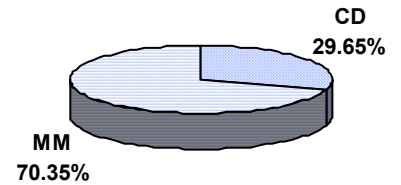
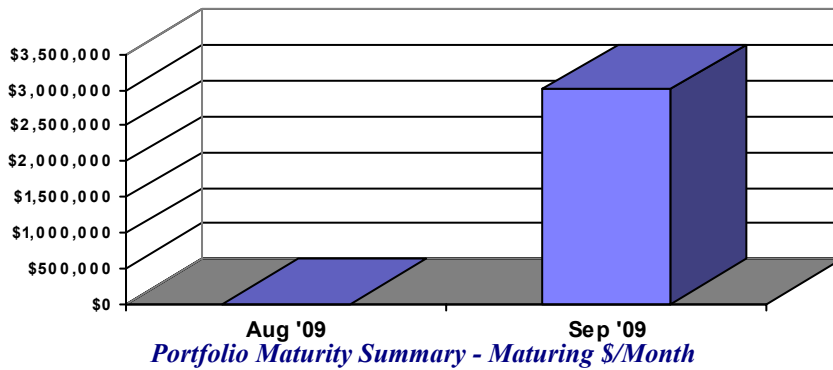
Type	Trans	SEQ	Purchase	Maturity	Instrument	Par-Val/Mat. Val.	Original Cost	Rate
MM					Investment Shares Portfolio	\$6,865,130.03	\$6,865,130.03	
CD	103184	1	4/1/08	9/11/09	ISB COMMUNITY BANK	\$3,009,793.98	\$2,892,976.24	2.791
<b>Total Amount --&gt;</b>						<b>\$9,874,924.01</b>	<b>\$9,758,106.27</b>	

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated only on the CD, CP, & SEC desk.

**Time and Dollar Weighted Portfolio Yield: 2.791 %**

**Weighted Average Portfolio Maturity: 3.26 Days**

**MM: 70.35%**  
**CD's: 29.65%**  
**CP: 0.00%**  
**SEC: 0.00%**



August Wires 2009				
Date	From	To	Amount	Reason
80309	MSDLAF+, New York	Internal Revenue Service	573,868.64	July 31, 2009 Federal Payroll Taxes
80309	MSDLAF+, New York	State of Minnesota	96,862.43	July 31, 2009 State Payroll Taxes
80309	MSDLAF+, New York	State of Minnesota	3,490.99	July 31, 2009 Payroll - Child Support
80309	MSDLAF+, New York	State of Minnesota	268.00	July 31, 2009 Payroll - Levies
80309	MSDLAF+, New York	People's Bank	121,893.68	July 31, 2009 Payroll - TSA Deductions
80409	State of Minnesota	MSDLAF+, New York	11,156.83	State Wire Payment - IEP
80509	MSDLAF+, New York	Internal Revenue Service	611.83	July 31, 2009 - 3rd Party Sick
80509	MSDLAF+, New York	Delta Dental	33,297.99	Dental Insurance
80709	MSDLAF+, New York	Health Partners	1,486,516.11	Health Insurance
81109	State of Minnesota	MSDLAF+, New York	335.00	State Wire Payment -
81209	MSDLAF+, New York	TRA	198,612.20	July 31, 2009 Payroll - TRA
81209	MSDLAF+, New York	PERA	86,618.29	July 31, 2009 Payroll - PERA
81209	MSDLAF+, New York	Delta Dental	22,615.73	Dental Insurance
81409	State of Minnesota	MSDLAF+, New York	5,357,664.83	August 14, 2009 State Aid Payment
81709	MSDLAF+, New York	Internal Revenue Service	562,744.71	August 14, 2009 Federal Payroll Taxes
81709	MSDLAF+, New York	State of Minnesota	95,951.26	August 14, 2009 State Payroll Taxes
81709	MSDLAF+, New York	State of Minnesota	3,490.99	August 14, 2009 Payroll - Child Support
81709	MSDLAF+, New York	State of Minnesota	420.00	August 14, 2009 Payroll - Levies
81709	MSDLAF+, New York	Internal Revenue Service	4,019.00	August 14, 2009 Payroll - ING
81709	MSDLAF+, New York	People's Bank	125,984.31	August 14, 2009 Payroll - TSA
81809	State of Minnesota	MSDLAF+, New York	4,198.08	State Wire Payment - IEP
81809	MSDLAF+, New York	Pitney Bowes	5,000.00	Mailroom Postage
81809	MSDLAF+, New York	State of Minnesota	48.00	Sales Tax
81909	MSDLAF+, New York	Delta Dental	22,682.38	Dental Insurance
82009	MSDLAF+, New York	PMA	10,491,300.00	Investments Purchased
82009	MSDLAF+, New York	Neopost	5,000.00	BHS Postage
82409	MSDLAF+, New York	Pitney Bowes	5,000.00	Mailroom Postage
82509	State of Minnesota	MSDLAF+, New York	616.42	State Wire Payment - Cobra
82509	MSDLAF+, New York	TRA	203,461.10	August 14, 2009 Payroll - TRA
82509	MSDLAF+, New York	PERA	86,903.98	August 14, 2009 Payroll - PERA
82609	MSDLAF+, New York	Dental Dental	16,568.51	Dental Insurance
82709	State of Minnesota	MSDLAF+, New York	188,552.24	State Wire Payment - Advanced Placement
82809	State of Minnesota	MSDLAF+, New York	4,210,980.43	August 28, 2009 State Aid Payment
82809	MSDLAF+, New York	State of Minnesota	29,419.32	Unemployment Insurance

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
390813	S	\$250.00	08/11/09	08543	8	MN DEPT OF HEALTH	OUTSTANDING
390814	S	\$974.50	08/12/09	21261	0	ANDERSON BUS COMPANY, INC.	OUTSTANDING
390815	S	\$400.00	08/12/09	15920	0	ARPS, DIANE	OUTSTANDING
390816	S	\$8257.59	08/12/09	04226	0	BURNSVILLE, CITY OF	OUTSTANDING
390817			08/12/09	04226	0	UNISSUED	UNISSUED
390818	S	\$1500.00	08/12/09	00854	0	CARVER-SCOTT EDUCATIONAL COOP.	OUTSTANDING
390819	S	\$168.00	08/12/09	01049	1	EAGAN, CITY OF	OUTSTANDING
390820	S	\$578.00	08/12/09	00014	2080	GLEASON, KATHY & JEFF	OUTSTANDING
390821	S	\$93.73	08/12/09	01458	1	GOPHER	OUTSTANDING
390822	S	\$289.00	08/12/09	00014	1107	GREEMAN, MARIJO	OUTSTANDING
390823	S	\$1000.00	08/12/09	00016	1759	HARRIS, KELSEY	OUTSTANDING
390824	S	\$2068.57	08/12/09	02281	2	HASTINGS PUBLIC SCHOOLS	OUTSTANDING
390825	S	\$244.42	08/12/09	03362	4	HOUGHTON MIFFLIN COMPANY	OUTSTANDING
390826	S	\$493.92	08/12/09	07417	1	IND. SCHOOL DIST. 200	OUTSTANDING
390827	S	\$289.00	08/12/09	00014	2339	JACOBSON, CARRIE & MITCHELL	OUTSTANDING
390828	S	\$1156.00	08/12/09	T0026	0	LOUISELLE, DAVID & PEGGY	OUTSTANDING
390829	S	\$867.00	08/12/09	T0024	0	LUKAN, SUSAN	OUTSTANDING
390830	S	\$1000.00	08/12/09	00016	1560	NADON, ANNA	OUTSTANDING
390831	S	\$867.00	08/12/09	T0025	0	SAADEH, MAYSON	OUTSTANDING
390832	S	\$148.14	08/12/09	03196	3	SCHOLASTIC INC.	OUTSTANDING
390833	S	\$578.00	08/12/09	T0027	0	TRITSCHLER, CAROLYN	OUTSTANDING
390834	S	\$55.00	08/13/09	23043	0	20/20 BUSINESS INTERIORS LLC	OUTSTANDING
390835	S	\$1350.00	08/13/09	26310	0	ADEM, ABDULRAHMAN A.	OUTSTANDING
390836	S	\$16767.80	08/13/09	00216	1	ALPHA VIDEO & AUDIO, INC.	OUTSTANDING
390837	S	\$252.00	08/13/09	07375	1	AMERICAN LIBRARY ASSOCIATION	OUTSTANDING
390838	S	\$99.00	08/13/09	00000	259	ANDERSON, CHERYL	OUTSTANDING
390839	S	\$1560.00	08/13/09	20192	0	ANNICA, INC.	OUTSTANDING
390840	S	\$135.00	08/13/09	23426	0	ARAGON, MIKE	OUTSTANDING
390841	S	\$1485.00	08/13/09	26374	0	ARTISAN CREATIVE	OUTSTANDING
390842	S	\$89.00	08/13/09	00098	1	ASCD	OUTSTANDING
390843	S	\$706.95	08/13/09	04895	0	ASSOCIATION OF CLERICAL EMPLOYEES	OUTSTANDING
390844	S	\$81.05	08/13/09	26676	0	AZAR DISPLAYS	OUTSTANDING
390845	S	\$75.00	08/13/09	00000	2035	BANKOLE, KELLY	OUTSTANDING
390846	S	\$1405.98	08/13/09	00386	1	BARNES & NOBLE INC	OUTSTANDING
390847	S	\$4572.60	08/13/09	26720	0	BLUE BELL ENTERPRISES, INC.	OUTSTANDING
390848	S	\$2438.00	08/13/09	06473	1	BRAUN INTERTEC CORP.	OUTSTANDING
390849	S	\$300.00	08/13/09	23176	0	CASS-FELLING, KAREN	OUTSTANDING
390850	S	\$280.95	08/13/09	25513	1	CHURCH OFFSET PRINTING, INC.	OUTSTANDING
390851	S	\$32.70	08/13/09	20688	2	CLASSROOMDIRECT	OUTSTANDING
390852	S	\$268.00	08/13/09	00502	0	CORNERSTONE COPY CENTER	OUTSTANDING
390853	S	\$405.00	08/13/09	20101	0	DAKOTA COUNTY SHERIFF'S DEPARTMENT	OUTSTANDING
390854	S	\$84.00	08/13/09	00000	258	DAY, LISA	OUTSTANDING
390855	S	\$280.00	08/13/09	26702	0	DELTA MANAGEMENT ASSOCIATES, INC.	OUTSTANDING
390856	S	\$88.00	08/13/09	23099	0	DEX MEDIA EAST LLC	OUTSTANDING
390857	S	\$95.00	08/13/09	00000	9396	DUNGY, KRISTI	OUTSTANDING
390858	S	\$280.00	08/13/09	26735	0	EMBROIDERY CENTRAL	OUTSTANDING
390859	S	\$18925.00	08/13/09	21364	0	FIRST TECHNOLOGIES, INC.	OUTSTANDING
390860	S	\$1500.00	08/13/09	08526	1	GOODWILL/EASTER SEALS	OUTSTANDING
390861	S	\$103.43	08/13/09	00016	1433	GRAZZINI, PAUL	OUTSTANDING
390862	S	\$137.86	08/13/09	00016	1760	HAIDER, JOSHUA	OUTSTANDING
390863	S	\$167.34	08/13/09	01727	1	HAMMOND & STEPHENS	OUTSTANDING
390864	S	\$250.00	08/13/09	26234	0	HASSAN, AHMAD	OUTSTANDING

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
390865	S	\$240.89	08/13/09	03372	0	HEALY AWARDS, INC.	OUTSTANDING
390866	S	\$95.00	08/13/09	00000	261	HUNTER, ROBERT & CHERYL	OUTSTANDING
390867	S	\$2388.98	08/13/09	24335	0	IND. SCHOOL DIST. 8492	OUTSTANDING
390868	S	\$42.53	08/13/09	24274	1	INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING
390869	S	\$4147.50	08/13/09	05834	0	INSTITUTE FOR ENVIRONMENTAL ASSESSMENT, INC.	OUTSTANDING
390870	S	\$106.85	08/13/09	02483	0	INTEGRA TELECOM	OUTSTANDING
390871	S	\$63.00	08/13/09	26738	0	ISAACS, LYNDA	OUTSTANDING
390872	S	\$85.00	08/13/09	00000	256	JAMA, KHADRA	OUTSTANDING
390873	S	\$20.00	08/13/09	E3670	0	JOHNSON, GLENN A.	OUTSTANDING
390874	S	\$1320.00	08/13/09	16426	0	JOHNSON, MICHAEL	OUTSTANDING
390875	S	\$150.80	08/13/09	06419	1	LENSCRAFTERS, INC.	OUTSTANDING
390876	S	\$125.00	08/13/09	00000	257	LEVEY, SUSAN	OUTSTANDING
390877	S	\$95.00	08/13/09	00000	260	LOGELIN, DAWN	OUTSTANDING
390878	S	\$671.32	08/13/09	26737	0	MALUEG, CAROL	OUTSTANDING
390879	S	\$2600.00	08/13/09	00000	254	MCKEEN, MICHAEL	OUTSTANDING
390880	S	\$2600.00	08/13/09	00000	253	MENNING, KRIS	OUTSTANDING
390881	S	\$838.00	08/13/09	02538	0	MESPA	OUTSTANDING
390882	S	\$45.00	08/13/09	08865	12	METRO ECSU	OUTSTANDING
390883	S	\$35.00	08/13/09	08543	4	MN DEPT OF HEALTH	OUTSTANDING
390884	S	\$45.00	08/13/09	08543	6	MN DEPT OF HEALTH	OUTSTANDING
390885	S	\$40.00	08/13/09	02440	4	MSOPA	OUTSTANDING
390886	S	\$150.00	08/13/09	05443	2	NEOPOST	OUTSTANDING
390887	S	\$8.00	08/13/09	25300	1	ORANGE TREE EMPLOYMENT SCREENING	OUTSTANDING
390888	S	\$500.00	08/13/09	26736	0	PETERSON, JENNESSA	OUTSTANDING
390889	S	\$109.00	08/13/09	00000	252	PETERSON, KATHRYN	OUTSTANDING
390890	S	\$8399.78	08/13/09	02781	5	QWEST	OUTSTANDING
390891	S	\$164.23	08/13/09	26388	0	RAUSCH, STURM, ISRAEL & HORNIK	OUTSTANDING
390892	S	\$390.00	08/13/09	25068	0	REPTILE & AMPHIBIAN DISCOVERY ZOO	OUTSTANDING
390893	S	\$400.00	08/13/09	00000	5192	REYNOLDS-KOTZ, JANET	OUTSTANDING
390894	S	\$1278.00	08/13/09	22630	1	RSM MCGLADREY, INC.	OUTSTANDING
390895	S	\$7910.94	08/13/09	09588	0	SAVAGE, CITY OF	OUTSTANDING
390896	S	\$95.00	08/13/09	00000	9525	SCHAUBACH, JENNIFER	OUTSTANDING
390897	S	\$100.00	08/13/09	22278	0	SCHOOLFINANCES.COM, INC	OUTSTANDING
390898	S	\$105.00	08/13/09	00000	9383	SCHROEDER, GINA	OUTSTANDING
390899	S	\$543.94	08/13/09	02483	1	SCOTT-RICE TELEPHONE CO	OUTSTANDING
390900	S	\$330.00	08/13/09	00000	255	SNYDER, CARY	OUTSTANDING
390901	S	\$98.91	08/13/09	E6874	0	STEAD, AMY JO	OUTSTANDING
390902	S	\$888.88	08/13/09	08203	0	TIES	OUTSTANDING
390903	S	\$35.00	08/13/09	26251	1	TWIN CITIES DISTRICT DIETETIC ASSOCIATION	OUTSTANDING
390904	S	\$26.75	08/13/09	04172	0	UNITED PARCEL SERVICE	OUTSTANDING
390905	S	\$94.54	08/13/09	23463	7	UNITED STATES TREASURY	OUTSTANDING
390906	S	\$1139.00	08/13/09	23463	8	UNITED STATES TREASURY	OUTSTANDING
390907	S	\$18.00	08/13/09	02813	3	US DEPARTMENT OF EDUCATION	OUTSTANDING
390908	S	\$947.18	08/13/09	04417	1	US FOODSERVICE	OUTSTANDING
390909	S	\$755.00	08/13/09	26739	0	VILLAGE PROFILE.COM, INC	OUTSTANDING
390910	S	\$6620.20	08/13/09	02776	0	XCEL ENERGY	OUTSTANDING
390911	S	\$804.44	08/13/09	04451	6	XEROX CORPORATION	OUTSTANDING
390912	S	\$177.72	08/13/09	04451	9	XEROX CORPORATION	OUTSTANDING
390913	S	\$1785.00	08/13/09	24245	0	YOUTH ENRICHMENT LEAGUE	OUTSTANDING
390914	S	\$4383.18	08/13/09	26653	0	EXCEPTIONALLY GOOD TASTE HOSPITALITY GRP INC	OUTSTANDING
390915	S	\$311.00	08/18/09	25069	1	ABRAKADOODLE	OUTSTANDING
390916	S	\$20.45	08/18/09	00016	1690	BALLARD, EILEEN	OUTSTANDING

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
390917	S	\$24.86	08/18/09	14006	0	BECK, LYNDISAY K	OUTSTANDING
390918	S	\$71.00	08/18/09	E4715	0	BROWN, THOMAS G.	OUTSTANDING
390919	S	\$3059.93	08/18/09	02519	0	CENTERPOINT ENERGY	OUTSTANDING
390920	S	\$215.21	08/18/09	02519	3	CENTERPOINT ENERGY SERVICES, INC.	OUTSTANDING
390921	S	\$6054.54	08/18/09	00502	0	CORNERSTONE COPY CENTER	OUTSTANDING
390922	S	\$565.00	08/18/09	09272	1	ECM DISTRIBUTION	OUTSTANDING
390923	S	\$742.80	08/18/09	26653	0	EXCEPTIONALLY GOOD TASTE HOSPITALITY GRP INC	OUTSTANDING
390924	S	\$25.88	08/18/09	13256	0	FANDRICH, KARI M	OUTSTANDING
390925	S	\$3396.00	08/18/09	26705	0	FEIGAL-HITCH, SUE	OUTSTANDING
390926	S	\$205.00	08/18/09	25746	0	FUNDRAISING CARDS, LLC	OUTSTANDING
390927	S	\$57.22	08/18/09	15682	0	GONZALEZ, MEGAN	OUTSTANDING
390928	S	\$323.20	08/18/09	21252	0	HARMER, MARY	OUTSTANDING
390929	S	\$186.54	08/18/09	23225	0	HREHA, AL	OUTSTANDING
390930	S	\$436.00	08/18/09	09799	0	MN CENTER FOR BOOK ARTS	OUTSTANDING
390931	S	\$26.78	08/18/09	11417	0	PAUL, PATTI M	OUTSTANDING
390932	S	\$897.00	08/18/09	07711	0	ROLANDO, NORMAN	OUTSTANDING
390933	S	\$29.00	08/18/09	01076	0	SAVAGE PACER	OUTSTANDING
390934	S	\$3414.17	08/18/09	23848	0	SFM	OUTSTANDING
390935	S	\$374.50	08/18/09	20849	0	SKYHAWKS SPORTS ACADEMY, INC.	OUTSTANDING
390936	S	\$1456.00	08/18/09	26627	0	THE PLAYS THE THING PRODUCTIONS	OUTSTANDING
390937	S	\$125.00	08/18/09	00826	1	TIERNEY BROTHERS, INC.	OUTSTANDING
390938	S	\$35.44	08/18/09	15856	0	TOUSIGNANT, HOLLY	OUTSTANDING
390939	S	\$48.66	08/18/09	04172	0	UNITED PARCEL SERVICE	OUTSTANDING
390940	S	\$260.79	08/18/09	04417	1	US FOODSERVICE	OUTSTANDING
390941	S	\$240.00	08/18/09	21123	0	VERMEULEN, JUDY	OUTSTANDING
390942	S	\$1178.00	08/18/09	25739	0	YEAGER, JILL	OUTSTANDING
390943	S	\$1000.00	08/20/09	00016	1763	AMELL, NICHOLAS	OUTSTANDING
390944	S	\$198.44	08/20/09	E9748	0	BLAIR, FRANCES M.	OUTSTANDING
390945	S	\$11845.08	08/20/09	23927	1	CENTRAL COLLECTIONS	OUTSTANDING
390946	S	\$16.95	08/20/09	09859	1	DISCOUNT SCHOOL SUPPLY	OUTSTANDING
390947	S	\$50.94	08/20/09	16827	0	FLOM, WILLIAM	OUTSTANDING
390948	S	\$13671.00	08/20/09	07462	1	IND. SCHOOL DIST. 709	OUTSTANDING
390949	S	\$1422.54	08/20/09	24335	0	IND. SCHOOL DIST. 8492	OUTSTANDING
390950	S	\$17544.04	08/20/09	09327	0	INTERMEDIATE SCHOOL DISTRICT 917	OUTSTANDING
390951	S	\$1000.00	08/20/09	00016	1765	JOHNSON, CASSIE	OUTSTANDING
390952	S	\$1000.00	08/20/09	00016	1764	KOSKI, ANNA	OUTSTANDING
390953	S	\$1400.00	08/20/09	00016	1762	MARTIN, EMMA	OUTSTANDING
390954	S	\$148.79	08/20/09	02489	1	OFFICE DEPOT COMPANY	OUTSTANDING
390955	S	\$53377.33	08/20/09	02475	3	PCS REVENUE CONTROL SYSTEMS, INC.	OUTSTANDING
390956	S	\$1896.49	08/20/09	09331	0	SCHMITTY & SONS SCHOOL BUSES, INC.	OUTSTANDING
390957	S	\$1250.00	08/20/09	22278	0	SCHOOLFINANCES.COM, INC	OUTSTANDING
390958	S	\$1000.00	08/20/09	00016	1761	SIMON, BRADLEY	OUTSTANDING
390959	S	\$474.72	08/20/09	09180	0	STAR TRIBUNE-NIE PROGRAM	OUTSTANDING
390960	S	\$23480.00	08/20/09	05995	1	STRATEGIC EQUIPMENT	OUTSTANDING
390961	S	\$395.82	08/20/09	04417	1	US FOODSERVICE	OUTSTANDING
390962	S	\$150.00	08/21/09	26303	0	ALL FURNITURE, INC.	OUTSTANDING
390963	S	\$870.46	08/21/09	22755	0	ALTARE SIGNS	OUTSTANDING
390964	S	\$305.00	08/21/09	26742	0	AMERICAN SOCIETY OF COMPOSERS, AUTHORS AND	OUTSTANDING
390965	S	\$317.01	08/21/09	00428	0	ARAMARK	OUTSTANDING
390966	S	\$424.58	08/21/09	26500	0	ARMSTRONG TORSETH SKOLD & RYDEEN INC.	OUTSTANDING
390967	S	\$325.06	08/21/09	00016	1418	BEAL, DIANE	OUTSTANDING
390968	S	\$113.26	08/21/09	08963	1	BRUEGGER'S BAGEL BAKERY	OUTSTANDING

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
390969	S	\$694.00	08/21/09	25254	0	VOIDED	VOIDED
390970	S	\$261.14	08/21/09	E8784	0	CARROLL, MICHELE	OUTSTANDING
390971	S	\$1910.02	08/21/09	00483	0	CASSIDY-TRICKER INDUSTRIAL SALES, INC.	OUTSTANDING
390972	S	\$1592.62	08/21/09	25513	1	CHURCH OFFSET PRINTING, INC.	OUTSTANDING
390973	S	\$107.00	08/21/09	00774	0	CONTINENTAL MATHEMATICS LEAGUE, INC.	OUTSTANDING
390974	S	\$36398.44	08/21/09	00809	0	DAKOTA ELECTRIC ASSOCIATION	OUTSTANDING
390975			08/21/09	00809	0	UNISSUED	UNISSUED
390976	S	\$2000.00	08/21/09	22061	0	DISTRIBUTED WEBSITE CORPORATION	OUTSTANDING
390977	S	\$200.00	08/21/09	02677	0	VOIDED	VOIDED
390978	S	\$1554.00	08/21/09	23953	0	ELECTRONIC COMMUNICATION SYSTEMS, INC.	OUTSTANDING
390979	S	\$40.00	08/21/09	11971	0	GOODING, DIANE	OUTSTANDING
390980	S	\$1115.49	08/21/09	24927	1	GOV CONNECTION, INC.	OUTSTANDING
390981	S	\$157.00	08/21/09	21252	0	HARMER, MARY	OUTSTANDING
390982	S	\$35.00	08/21/09	E9093	0	JACKSON, DEBORAH K	OUTSTANDING
390983	S	\$83.82	08/21/09	E4439	0	JOHNSON, DONLEY	OUTSTANDING
390984	S	\$15586.84	08/21/09	26218	0	KELLEY FUELS, INC.	OUTSTANDING
390985	S	\$176.00	08/21/09	26743	0	KID CREATE STUDIO	OUTSTANDING
390986	S	\$16119.70	08/21/09	02102	0	KRAUS-ANDERSON INS. AGENCY, INC.	OUTSTANDING
390987	S	\$525.84	08/21/09	26745	0	LEE, ANNA	OUTSTANDING
390988	S	\$552.00	08/21/09	21114	1	LUNCHBYTE SYSTEMS	OUTSTANDING
390989	S	\$1100.00	08/21/09	07914	0	MN DEPT OF LABOR AND INDUSTRY	OUTSTANDING
390990	S	\$168.00	08/21/09	02445	0	MN STATE HIGH SCHOOL LEAGUE	OUTSTANDING
390991	S	\$3880.00	08/21/09	02445	0	MN STATE HIGH SCHOOL LEAGUE	OUTSTANDING
390992	S	\$11400.00	08/21/09	00421	0	MUSIC THEATRE INTERNATIONAL	OUTSTANDING
390993	S	\$368.40	08/21/09	24717	0	NAMES, NUMBERS & MORE, INC	OUTSTANDING
390994	S	\$88829.00	08/21/09	09421	0	NORTHWEST EVALUATION ASSOCIATION	OUTSTANDING
390995	S	\$250.00	08/21/09	26730	0	OPITZ, DANIEL M.	OUTSTANDING
390996	S	\$1156.00	08/21/09	26086	0	ORKIN COMMERCIAL SERVICES	OUTSTANDING
390997	S	\$41429.27	08/21/09	20099	0	RELIASTAR LIFE INSURANCE COMPANY	OUTSTANDING
390998	S	\$689.10	08/21/09	16906	0	RHODE, JOEL	OUTSTANDING
390999	S	\$1080.00	08/21/09	26289	0	SALGADO-LANDA, NOE	OUTSTANDING
391000	S	\$2047.50	08/21/09	20491	0	SAVAGE, DAWN	OUTSTANDING
391001	S	\$14167.00	08/21/09	23848	0	SFM	OUTSTANDING
391002	S	\$24.75	08/21/09	E6494	0	SHAFFER, JANET RUTH	OUTSTANDING
391003	S	\$195.00	08/21/09	25227	0	SHAW, STACY	OUTSTANDING
391004	S	\$9207.80	08/21/09	26627	0	THE PLAYS THE THING PRODUCTIONS	OUTSTANDING
391005	S	\$29.94	08/21/09	10288	0	TOMOSON, RHONDA G	OUTSTANDING
391006	S	\$190.00	08/21/09	21123	0	VERMEULEN, JUDY	OUTSTANDING
391007	S	\$1246.00	08/21/09	16543	0	WILLIAMS, ROXANNE	OUTSTANDING
391008	S	\$281.90	08/21/09	04451	6	XEROX CORPORATION	OUTSTANDING
391009	S	\$785.00	08/21/09	04566	0	ZIEGLER INC.	OUTSTANDING
391010	S	\$835.00	09/01/09	26741	0	A-1 STRIPES, INC.	OUTSTANDING
391011	S	\$566.50	09/01/09	05343	0	ACCENT PRINTING	OUTSTANDING
391012	S	\$54.96	09/01/09	05588	0	ACE HARDWARE & PAINT	OUTSTANDING
391013	S	\$656.79	09/01/09	05941	1	ASPEN EQUIPMENT CO.	OUTSTANDING
391014	S	\$430.80	09/01/09	00386	1	BARNES & NOBLE INC	OUTSTANDING
391015	S	\$466.84	09/01/09	01253	1	BATTERIES PLUS	OUTSTANDING
391016	S	\$107.45	09/01/09	03931	0	BERRY COFFEE COMPANY	OUTSTANDING
391017	S	\$71.32	09/01/09	06201	1	C L BENSEN COMPANY, INC.	OUTSTANDING
391018	S	\$90.95	09/01/09	20289	1	CDW GOVERNMENT, INC.	OUTSTANDING
391019	S	\$2215.50	09/01/09	26628	0	CENTRAL FIRE PROTECTION, INC.	OUTSTANDING
391020	S	\$77.60	09/01/09	00647	0	CROWN RENTAL, INC.	OUTSTANDING

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
391021	S	\$251.64	09/01/09	00279	0	D.S.D., INC.	OUTSTANDING
391022	S	\$494.42	09/01/09	00605	0	DOYLE SECURITY PRODUCTS	OUTSTANDING
391023	S	\$74.05	09/01/09	01064	0	EARL F. ANDERSEN & ASSOC., INC	OUTSTANDING
391024	S	\$2187.15	09/01/09	01143	0	EBS CO SUBSCRIPTION SERVICES	OUTSTANDING
391025			09/01/09	01143	0	UNISSUED	UNISSUED
391026	S	\$53.70	09/01/09	01062	1	EDUCATORS PUBLISHING SERVICE	OUTSTANDING
391027	S	\$147.50	09/01/09	01078	0	ELECTRO WATCHMAN, INC.	OUTSTANDING
391028	S	\$130.90	09/01/09	26178	1	ELECTRONIX EXPRESS	OUTSTANDING
391029	S	\$156.00	09/01/09	00189	1	EPA AUDIO VISUAL	OUTSTANDING
391030	S	\$2348.43	09/01/09	24131	0	FARMERS MILL & ELEVATOR, INC.	OUTSTANDING
391031	S	\$81.84	09/01/09	23054	1	FASTENAL	OUTSTANDING
391032	S	\$675.46	09/01/09	08698	1	FERGUSON ENTERPRISES # 1657	OUTSTANDING
391033	S	\$36748.57	09/01/09	03328	0	FIRST STUDENT, INC.	OUTSTANDING
391034			09/01/09	03328	0	UNISSUED	UNISSUED
391035			09/01/09	03328	0	UNISSUED	UNISSUED
391036			09/01/09	03328	0	UNISSUED	UNISSUED
391037			09/01/09	03328	0	UNISSUED	UNISSUED
391038	S	\$1174.33	09/01/09	04387	1	GRAINGER	OUTSTANDING
391039			09/01/09	04387	0	UNISSUED	UNISSUED
391040	S	\$8.86	09/01/09	01478	1	GRAYBAR ELECTRIC COMPANY, INC.	OUTSTANDING
391041	S	\$3708.00	09/01/09	03299	0	GREG LARSON SPORTS, INC.	OUTSTANDING
391042	S	\$6880.00	09/01/09	21184	1	HEWLETT-PACKARD COMPANY	OUTSTANDING
391043	S	\$564.01	09/01/09	09046	0	HI TECH REFRIGERATION	OUTSTANDING
391044	S	\$15462.30	09/01/09	09318	1	HILLYARD INC - MINNEAPOLIS	OUTSTANDING
391045	S	\$656.50	09/01/09	01784	2	HIRSHFIELD'S PAINT MANUFACTURING	OUTSTANDING
391046	S	\$610.08	09/01/09	24274	1	INNOVATIVE OFFICE SOLUTIONS	OUTSTANDING
391047	S	\$89.92	09/01/09	06008	1	INTERNATIONAL READING ASSOCIATION	OUTSTANDING
391048	S	\$260.04	09/01/09	03754	1	INTERSTATE POWER SYSTEMS, INC.	OUTSTANDING
391049	S	\$886.00	09/01/09	01576	0	JAYTECH, INC.	OUTSTANDING
391050	S	\$324.79	09/01/09	02203	0	LAKESHORE LEARNING MATERIALS	OUTSTANDING
391051	S	\$525.00	09/01/09	05756	0	MASTER ELECTRIC CO., INC.	OUTSTANDING
391052	S	\$1341.00	09/01/09	08315	0	MEADOW GREEN LAWN & LANDSCAPE	OUTSTANDING
391053	S	\$425.13	09/01/09	02395	0	MENARDS	OUTSTANDING
391054			09/01/09	02395	0	UNISSUED	UNISSUED
391055	S	\$1857.00	09/01/09	25369	0	MIDWEST PLAYSCAPES, INC.	OUTSTANDING
391056	S	\$72.00	09/01/09	02075	0	MINNEAPOLIS OXYGEN	OUTSTANDING
391057	S	\$1705.21	09/01/09	08999	1	MINNESOTA ELEVATOR INC	OUTSTANDING
391058	S	\$60.00	09/01/09	08939	0	MN EDUCATIONAL MEDIA ORGANIZATION	OUTSTANDING
391059	S	\$93.43	09/01/09	03519	0	NAPA, SAVAGE PARTS SERVICE	OUTSTANDING
391060	S	\$797.22	09/01/09	01197	1	NEXT DAY GOURMET	OUTSTANDING
391061			09/01/09	01197	0	UNISSUED	UNISSUED
391062	S	\$1232.50	09/01/09	06780	1	NEXUS	OUTSTANDING
391063	S	\$5534.57	09/01/09	02489	1	OFFICE DEPOT COMPANY	OUTSTANDING
391064			09/01/09	02489	0	UNISSUED	UNISSUED
391065			09/01/09	02489	0	UNISSUED	UNISSUED
391066	S	\$724.17	09/01/09	03123	0	PAPCO	OUTSTANDING
391067	S	\$18330.00	09/01/09	25193	0	PAPER 101	OUTSTANDING
391068	S	\$232.00	09/01/09	03508	1	PARK NICOLLET CLINIC	OUTSTANDING
391069	S	\$235.63	09/01/09	20125	1	PREMIER AGENDAS	OUTSTANDING
391070	S	\$15.96	09/01/09	03254	0	RED BALLOON BOOKSHOP	OUTSTANDING
391071	S	\$488.00	09/01/09	05511	0	RED WING SHOE STORE	OUTSTANDING
391072	S	\$234.49	09/01/09	03339	0	ROTO-ROOTER SERVICES COMPANY	OUTSTANDING

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
391073	S	\$4338.11	09/01/09	26583	0	RYAN ELECTRIC, INC.	OUTSTANDING
391074	S	\$1416.24	09/01/09	08917	1	RYDIN DECAL	OUTSTANDING
391075	S	\$658.38	09/01/09	03534	1	SCHOLASTIC INC.	OUTSTANDING
391076	S	\$805.00	09/01/09	02397	2	SCHOOL MATE	OUTSTANDING
391077	S	\$766.47	09/01/09	04232	1	SCHOOL SPECIALTY INC.	OUTSTANDING
391078	S	\$2895.61	09/01/09	04753	1	SCOPE SHOPPE, INC. THE	OUTSTANDING
391079	S	\$274.91	09/01/09	03745	2	SHERWIN-WILLIAMS	OUTSTANDING
391080	S	\$1784.93	09/01/09	03472	2	SHIFFLER EQUIPMENT SALES INC	OUTSTANDING
391081	S	\$397.00	09/01/09	03587	1	SIMPLEX GRINNELL	OUTSTANDING
391082	S	\$9117.85	09/01/09	22907	1	SOLUTIONS4SURE.COM, INC.	OUTSTANDING
391083	S	\$4461.99	09/01/09	03640	1	STAPLES ADVANTAGE	OUTSTANDING
391084			09/01/09	03640	0	UNISSUED	UNISSUED
391085	S	\$697.98	09/01/09	02434	0	SUCCESS BY DESIGN	OUTSTANDING
391086	S	\$2223.00	09/01/09	04664	0	SUMMIT PRINT COPY AND MAIL SERVICE	OUTSTANDING
391087	S	\$526.18	09/01/09	26179	0	SUNBURST MEDIA	OUTSTANDING
391088	S	\$285.00	09/01/09	02899	0	TESSMAN COMPANY	OUTSTANDING
391089	S	\$2508.00	09/01/09	00826	1	TIERNEY BROTHERS, INC.	OUTSTANDING
391090	S	\$941.63	09/01/09	08203	0	TIES	OUTSTANDING
391091	S	\$14973.00	09/01/09	21184	4	TIES	OUTSTANDING
391092	S	\$19.80	09/01/09	22312	0	TOYOTA-LIFT OF MINNESOTA	OUTSTANDING
391093	S	\$7175.00	09/01/09	04238	0	UPPER LAKES FOODS, INC.	OUTSTANDING
391094	S	\$163.37	09/01/09	03345	0	VALLEY NATIONAL GASES	OUTSTANDING
391095	S	\$631.28	09/01/09	04243	1	VIKING ELECTRIC SUPPLY, INC.	OUTSTANDING
391096	S	\$284.20	09/01/09	00974	3	WEEKLY READER CORPORATION	OUTSTANDING
391097	S	\$4769.00	09/01/09	04337	1	WENGER CORPORATION	OUTSTANDING
391098	S	\$1500.00	09/01/09	25154	1	WORKS COMPUTING, INC.	OUTSTANDING
391099	S	\$3967.28	08/25/09	23043	0	20/20 BUSINESS INTERIORS LLC	OUTSTANDING
391100	S	\$2132.69	08/25/09	00502	0	CORNERSTONE COPY CENTER	OUTSTANDING
391101	S	\$200.00	08/25/09	02677	0	EAGLE RIDGE JUNIOR HIGH SCHOOL	OUTSTANDING
391102	S	\$1142.88	08/25/09	26653	0	EXCEPTIONALLY GOOD TASTE HOSPITALITY GRP INC	OUTSTANDING
391103	S	\$534718.00	08/25/09	06881	0	FENDLER PATTERSON CONSTRUCTION, INC.	OUTSTANDING
391104	S	\$30.00	08/25/09	26430	0	FIRST-SHRED LLC	OUTSTANDING
391105	S	\$125.00	08/25/09	E9093	0	JACKSON, DEBORAH K	OUTSTANDING
391106	S	\$1900.00	08/25/09	26718	0	JEFF WARNER'S ULTIMATE STRENGTH	OUTSTANDING
391107	S	\$330.00	08/25/09	E9244	0	LANGE, LINDA L	OUTSTANDING
391108	S	\$99.95	08/25/09	15804	0	LUCKE, DEBRA	OUTSTANDING
391109	S	\$5600.00	08/25/09	03990	0	MALLOY, MONTAGUE, KARNOWSKI	OUTSTANDING
391110	S	\$111.19	08/25/09	E6326	0	NEPSUND, CYNTHIA J	OUTSTANDING
391111	S	\$1107.67	08/25/09	06477	0	OFFICE OF ENTERPRISE TECHNOLOGY	OUTSTANDING
391112	S	\$152.70	08/25/09	03695	0	OVERHEAD DOOR COMPANY OF THE NORTHLAND	OUTSTANDING
391113	S	\$188.10	08/25/09	08987	0	PARENT INSTITUTE, THE	OUTSTANDING
391114	S	\$20.00	08/25/09	09588	4	SAVAGE, CITY OF	OUTSTANDING
391115	S	\$3276.72	08/25/09	09331	0	SCHMITTY & SONS SCHOOL BUSES, INC.	OUTSTANDING
391116			08/25/09	09331	0	UNISSUED	UNISSUED
391117	S	\$128.95	08/25/09	15288	0	STAPP, BEN	OUTSTANDING
391118	S	\$30.00	08/25/09	00000	262	STONE, MIKE	OUTSTANDING
391119	S	\$10796.20	08/25/09	E1860	0	SUZUKI, NANCY HELEN	OUTSTANDING
391120	S	\$1995.20	08/25/09	24207	0	TRAINING WHEELS, INC.	OUTSTANDING
391121	S	\$24.47	08/25/09	04172	0	UNITED PARCEL SERVICE	OUTSTANDING
391122	S	\$1014.01	08/25/09	04417	1	US FOODSERVICE	OUTSTANDING
391123	S	\$87.25	08/25/09	01279	1	WELLS FARGO BUSINESS CREDIT	OUTSTANDING
391124	S	\$597.17	08/25/09	25254	0	CARIBOU COFFEE	OUTSTANDING

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
391125	S	\$159.00	08/27/09	00128	2	ARCTC- AMERICAN RED CROSS	OUTSTANDING
391126	S	\$500.00	08/27/09	00016	1766	EHLERS, LAUREN	OUTSTANDING
391127	S	\$1000.00	08/27/09	00016	1768	GRIFFIN, KEYANA	OUTSTANDING
391128	S	\$233.00	08/27/09	01577	0	GROSSMAN CHEVROLET	OUTSTANDING
391129	S	\$1000.00	08/27/09	00016	1767	GUTIERREZ, SARAI	OUTSTANDING
391130	S	\$1318.08	08/27/09	08883	1	IND. SCHOOL DIST. 241	OUTSTANDING
391131	S	\$436.60	08/27/09	09327	0	INTERMEDIATE SCHOOL DISTRICT 917	OUTSTANDING
391132	S	\$867.00	08/27/09	T0028	0	MCMANMON, GEORGE & MARGARET	OUTSTANDING
391133	S	\$72.06	08/27/09	02489	1	OFFICE DEPOT COMPANY	OUTSTANDING
391134	S	\$1092.24	08/27/09	09331	0	SCHMITTY & SONS SCHOOL BUSES, INC.	OUTSTANDING
391135	S	\$71.30	08/27/09	09180	0	STAR TRIBUNE-NIE PROGRAM	OUTSTANDING
391136	S	\$819.00	08/27/09	20034	0	TEAM MATES, INC	OUTSTANDING
391137	S	\$240.00	08/27/09	25131	0	TEXTILE CENTER FOR MN	OUTSTANDING
391138	S	\$556.00	08/27/09	03840	3	UNIVERSITY OF OREGON	OUTSTANDING
391139	S	\$505.61	08/27/09	04417	1	US FOODSERVICE	OUTSTANDING
391140	S	\$4400.00	08/27/09	26744	0	VER PLOEG, CHRISTINE D.	OUTSTANDING
391141	S	\$6444.65	08/27/09	23906	0	WEST METRO EDUCATION PROGRAM	OUTSTANDING
391142	S	\$105.40	08/27/09	22496	0	WILLIAM V. MACGILL & CO.	OUTSTANDING
391143	S	\$350.00	08/28/09	23043	0	20/20 BUSINESS INTERIORS LLC	OUTSTANDING
391144	S	\$170.50	08/28/09	25069	1	ABRAKADOODLE	OUTSTANDING
391145	S	\$40.00	08/28/09	06215	0	AIRPORT & TOWN TAXI	OUTSTANDING
391146	S	\$240.00	08/28/09	26468	0	ARROW LIFT	OUTSTANDING
391147	S	\$21.56	08/28/09	00386	1	BARNES & NOBLE INC	OUTSTANDING
391148	S	\$200.00	08/28/09	26748	0	BEHNKE, WILLIAM SCOTT	OUTSTANDING
391149	S	\$57.30	08/28/09	15350	0	BROWN, MIRIAM	OUTSTANDING
391150	S	\$75.00	08/28/09	06939	0	BUREAU OF CRIMINAL APPREHENSION	OUTSTANDING
391151	S	\$250.00	08/28/09	23176	0	CASS-FELLING, KAREN	OUTSTANDING
391152	S	\$434.10	08/28/09	25513	1	CHURCH OFFSET PRINTING, INC.	OUTSTANDING
391153	S	\$400.00	08/28/09	16560	0	CLEGG, RANDALL	OUTSTANDING
391154	S	\$171.75	08/28/09	26331	0	EDUCATION TO GO	OUTSTANDING
391155	S	\$209.25	08/28/09	24275	0	FAGERNESS, JOYCE	OUTSTANDING
391156	S	\$17531.00	08/28/09	06007	0	FLOYD TOTAL SECURITY	OUTSTANDING
391157	S	\$21.25	08/28/09	15944	0	GARVIS, SCOTT	OUTSTANDING
391158	S	\$240.00	08/28/09	23312	0	GORNY, MICHELE	OUTSTANDING
391159	S	\$958.50	08/28/09	03539	1	H & A ADMINISTRATORS	OUTSTANDING
391160	S	\$1000.00	08/28/09	00016	1770	HARROLD, KATELYNN	OUTSTANDING
391161	S	\$59.39	08/28/09	02043	7	JOSTENS	OUTSTANDING
391162	S	\$1000.00	08/28/09	00016	1769	KORTHAUER, SARAH	OUTSTANDING
391163	S	\$343.00	08/28/09	04999	0	LRP PUBLICATIONS	OUTSTANDING
391164	S	\$30.96	08/28/09	16679	0	MARTIN, ANGELA	OUTSTANDING
391165	S	\$199.00	08/28/09	20247	1	MASE CONFERENCE REGISTRATION	OUTSTANDING
391166	S	\$452.86	08/28/09	03029	1	MINNESOTA ENERGY RESOURCES CORPORATION	OUTSTANDING
391167	S	\$346.00	08/28/09	26466	0	MN HIGHWAY SAFETY & RESEARCH CENTER	OUTSTANDING
391168	S	\$185.00	08/28/09	04898	0	MONSON, MIKE	OUTSTANDING
391169	S	\$137.50	08/28/09	13614	0	MOSLEY, JESSICA	OUTSTANDING
391170	S	\$81.00	08/28/09	04884	1	NASSP/NHS/NJHS	OUTSTANDING
391171	S	\$162.50	08/28/09	25300	1	ORANGE TREE EMPLOYMENT SCREENING	OUTSTANDING
391172	S	\$449.02	08/28/09	26747	0	PEACOCK PROMOTIONS	OUTSTANDING
391173	S	\$300.00	08/28/09	26222	0	PR MEDIA	OUTSTANDING
391174	S	\$4341.95	08/28/09	08521	0	RATWIK, ROSZAK & MALONEY, P.A.	OUTSTANDING
391175	S	\$2570.00	08/28/09	00000	246	REILLY, BRIDGET	OUTSTANDING
391176	S	\$149.00	08/28/09	03744	0	RENAISSANCE LEARNING, INC.	OUTSTANDING

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
391177	S	\$467.72	08/28/09	03630	0	S&T OFFICE PRODUCTS, INC.	OUTSTANDING
391178	S	\$240.00	08/28/09	26289	0	SALGADO-LANDA, NOE	OUTSTANDING
391179	S	\$12086.49	08/28/09	09588	1	SAVAGE, CITY OF	OUTSTANDING
391180	S	\$3101.00	08/28/09	23848	0	SFM	OUTSTANDING
391181	S	\$312.00	08/28/09	15946	0	STOTTS, MARK	OUTSTANDING
391182	S	\$37.58	08/28/09	13441	0	TESMER II, RUSSELL	OUTSTANDING
391183	S	\$22432.00	08/28/09	21184	4	TIES	OUTSTANDING
391184	S	\$1597.50	08/28/09	25679	0	TOAY, GRETCHEN	OUTSTANDING
391185	S	\$86.25	08/28/09	04172	0	UNITED PARCEL SERVICE	OUTSTANDING
391186	S	\$354.25	08/28/09	04417	1	US FOODSERVICE	OUTSTANDING
391187	S	\$100.00	08/28/09	23906	0	WEST METRO EDUCATION PROGRAM	OUTSTANDING
391188	S	\$49.26	08/28/09	16543	0	WILLIAMS, ROXANNE	OUTSTANDING
391189	S	\$2884.03	08/28/09	09685	0	WOLD ARCHITECTS & ENGINEERS	OUTSTANDING
391190	S	\$281.91	08/28/09	04451	6	XEROX CORPORATION	OUTSTANDING
391191	S	\$56.55	08/28/09	04451	9	XEROX CORPORATION	OUTSTANDING
391192	S	\$4163.57	09/02/09	26241	0	M&E REALTY COMPANY	OUTSTANDING
391193	S	\$8541.67	09/02/09	09588	1	SAVAGE, CITY OF	OUTSTANDING
391194	S	\$214.40	08/31/09	00673	0	BURNSVILLE, CITY OF	OUTSTANDING
391195	S	\$300.00	09/04/09	09185	0	ALLCORN, JEFFREY	OUTSTANDING
391196	S	\$706.95	09/04/09	04895	0	ASSOCIATION OF CLERICAL EMPLOYEES	OUTSTANDING
391197	S	\$2228.35	09/04/09	00001	1037	ATANA, MATT	OUTSTANDING
391198	S	\$88.66	09/04/09	16309	0	BAIMA, STEPHANIE	OUTSTANDING
391199	S	\$450.00	09/04/09	03221	1	CARLETON COLLEGE	OUTSTANDING
391200	S	\$350.00	09/04/09	26752	0	CODNER, KEVIN	OUTSTANDING
391201	S	\$405.00	09/04/09	20101	0	DAKOTA COUNTY SHERIFF'S DEPARTMENT	OUTSTANDING
391202	S	\$280.00	09/04/09	26702	0	DELTA MANAGEMENT ASSOCIATES, INC.	OUTSTANDING
391203	S	\$60.00	09/04/09	22578	0	DIANE HAGLER PHOTOGRAPHY	OUTSTANDING
391204	S	\$30.00	09/04/09	22061	0	DISTRIBUTED WEBSITE CORPORATION	OUTSTANDING
391205	S	\$3531.25	09/04/09	09272	1	ECM DISTRIBUTION	OUTSTANDING
391206	S	\$1000.00	09/04/09	00016	1772	FARHAT, LARA	OUTSTANDING
391207	S	\$289.00	09/04/09	00014	1258	FEDOCK, LAURA	OUTSTANDING
391208	S	\$1000.00	09/04/09	00016	1773	GOOLSBY, RAFFIYAT	OUTSTANDING
391209	S	\$428.00	09/04/09	04235	1	HARLAND TECHNOLOGY SERVICES-A DIVISION OF	OUTSTANDING
391210	S	\$1000.00	09/04/09	00016	1771	HARROD, KARLYN	OUTSTANDING
391211	S	\$300.00	09/04/09	23287	0	HARTMAN, KIM	OUTSTANDING
391212	S	\$52.67	09/04/09	15977	0	HEIM, WILLIAM	OUTSTANDING
391213	S	\$14.85	09/04/09	00001	1038	HOWLADER, MELISSA	OUTSTANDING
391214	S	\$189.00	09/04/09	20523	0	JONES, SCOTT	OUTSTANDING
391215	S	\$1665.00	09/04/09	26754	0	KANSAS STATE HISTORICAL SOCIETY, INC.	OUTSTANDING
391216	S	\$482.10	09/04/09	23273	0	KROCAK, ANNE	OUTSTANDING
391217	S	\$79.99	09/04/09	15723	0	LINDSTROM, HEIDI	OUTSTANDING
391218	S	\$2093.70	09/04/09	24560	0	LYNCH CAMPS, INC.	OUTSTANDING
391219	S	\$912.50	09/04/09	02196	0	MACKIN BOOK COMPANY	OUTSTANDING
391220	S	\$353.93	09/04/09	E5657	0	MAIRE, WALLACE J	OUTSTANDING
391221	S	\$75.00	09/04/09	02634	5	MASBO	OUTSTANDING
391222	S	\$290.00	09/04/09	02634	5	MASBO	OUTSTANDING
391223	S	\$80.00	09/04/09	04950	2	MAYO CLINIC	OUTSTANDING
391224	S	\$150.00	09/04/09	08543	8	MN DEPT OF HEALTH	OUTSTANDING
391225	S	\$208.00	09/04/09	08769	0	MN NCPERS GROUP LIFE INS.	OUTSTANDING
391226	S	\$2000.00	09/04/09	02540	0	MN SCHOOL BOARDS ASSOCIATION	OUTSTANDING
391227	S	\$150.00	09/04/09	15133	0	MOBERG, CARLENE	OUTSTANDING
391228	S	\$1500.00	09/04/09	26753	0	NATIONAL WORLD WAR I MUSEUM	OUTSTANDING

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
391229	S	\$229.00	09/04/09	26733	0	PETERSON, FRAM & BERGMAN	OUTSTANDING
391230	S	\$18.00	09/04/09	16082	0	PHENICIE, ELIZABETH	OUTSTANDING
391231	S	\$819.00	09/04/09	20125	1	PREMIER AGENDAS	OUTSTANDING
391232	S	\$3071.25	09/04/09	20491	0	SAVAGE, DAWN	OUTSTANDING
391233	S	\$2366.98	09/04/09	09331	0	SCHMITTY & SONS SCHOOL BUSES, INC.	OUTSTANDING
391234	S	\$1476.20	09/04/09	02397	2	SCHOOL MATE	OUTSTANDING
391235	S	\$4800.89	09/04/09	07382	0	SCHOOL SERVICES EMPLOYEES LOCAL 284	OUTSTANDING
391236	S	\$4852.56	09/04/09	23848	0	SFM	OUTSTANDING
391237	S	\$1013.50	09/04/09	20849	0	SKYHAWKS SPORTS ACADEMY, INC.	OUTSTANDING
391238	S	\$40.00	09/04/09	10823	0	SMOLKE, ANGELA	OUTSTANDING
391239	S	\$12641.14	09/04/09	22907	1	SOLUTIONS4SURE.COM, INC.	OUTSTANDING
391240	S	\$75.00	09/04/09	00724	3	SOUTH HIGH SCHOOL CROSS COUNTRY	OUTSTANDING
391241	S	\$32.61	09/04/09	E6874	0	STEAD, AMY JO	OUTSTANDING
391242	S	\$362.26	09/04/09	00321	0	SUN NEWSPAPERS	OUTSTANDING
391243	S	\$50.00	09/04/09	25781	0	TAPIA, FRANCIS	OUTSTANDING
391244	S	\$268.40	09/04/09	13441	0	TESMER II, RUSSELL	OUTSTANDING
391245	S	\$1717.50	09/04/09	25679	0	TOAY, GRETCHEN	OUTSTANDING
391246	S	\$146.35	09/04/09	21190	0	TROUSIL, WANDA	OUTSTANDING
391247	S	\$94.54	09/04/09	23463	7	UNITED STATES TREASURY	OUTSTANDING
391248	S	\$1373.00	09/04/09	23463	8	UNITED STATES TREASURY	OUTSTANDING
391249	S	\$15.00	09/04/09	02813	3	US DEPARTMENT OF EDUCATION	OUTSTANDING
391250	S	\$70.95	09/04/09	E9061	0	WARD, JOAN C	OUTSTANDING
391251	S	\$69534.27	09/04/09	23715	0	WELLS FARGO BANK - REMITTANCE CENTER	OUTSTANDING
391252	S	\$487.15	09/04/09	01279	1	WELLS FARGO BUSINESS CREDIT	OUTSTANDING
391253	S	\$67.10	09/04/09	16543	0	WILLIAMS, ROXANNE	OUTSTANDING
391254	S	\$28.67	09/04/09	04451	6	XEROX CORPORATION	OUTSTANDING
391255	S	\$22749.71	09/04/09	04451	9	XEROX CORPORATION	OUTSTANDING
391256			09/04/09	04451	0	UNISSUED	UNISSUED
391257	S	\$251.01	09/11/09	02311	1	ALL AMERICAN SPORTS CORP.	OUTSTANDING
391258	S	\$3236.45	09/11/09	00106	0	AQUA ENGINEERING, INC.	OUTSTANDING
391259	S	\$5436.50	09/11/09	00707	1	CARRIER CORPORATION	OUTSTANDING
391260	S	\$809.25	09/11/09	04701	0	CATALYST GRAPHICS, INC.	OUTSTANDING
391261	S	\$11990.00	09/11/09	20289	1	CDW GOVERNMENT, INC.	OUTSTANDING
391262	S	\$546.62	09/11/09	24762	0	CEDAR CREST ICE CREAM	OUTSTANDING
391263	S	\$314.00	09/11/09	25627	0	CERTIPORT, INC.	OUTSTANDING
391264	S	\$3600.00	09/11/09	26695	1	COMPVIEW INC.	OUTSTANDING
391265	S	\$382.60	09/11/09	00552	1	CONNEY SAFETY PRODUCTS	OUTSTANDING
391266	S	\$76.52	09/11/09	00502	0	CORNERSTONE COPY CENTER	OUTSTANDING
391267	S	\$253.20	09/11/09	00647	0	CROWN RENTAL, INC.	OUTSTANDING
391268	S	\$264.38	09/11/09	00279	0	D.S.D., INC.	OUTSTANDING
391269	S	\$84.69	09/11/09	00605	0	DOYLE SECURITY PRODUCTS	OUTSTANDING
391270	S	\$396.00	09/11/09	01062	1	EDUCATORS PUBLISHING SERVICE	OUTSTANDING
391271	S	\$677.54	09/11/09	08698	1	FERGUSON ENTERPRISES # 1657	OUTSTANDING
391272	S	\$4074.85	09/11/09	03328	0	FIRST STUDENT, INC.	OUTSTANDING
391273			09/11/09	03328	0	UNISSUED	UNISSUED
391274			09/11/09	03328	0	UNISSUED	UNISSUED
391275	S	\$289.81	09/11/09	01457	1	GOODIN COMPANY	OUTSTANDING
391276	S	\$13506.50	09/11/09	01642	0	GOPHER STAGE LIGHTING	OUTSTANDING
391277	S	\$1368.75	09/11/09	04387	1	GRAINGER	OUTSTANDING
391278	S	\$102.73	09/11/09	03299	0	GREG LARSON SPORTS, INC.	OUTSTANDING
391279	S	\$45547.00	09/11/09	21184	1	HEWLETT-PACKARD COMPANY	OUTSTANDING
391280	S	\$1943.33	09/11/09	01729	2	HIGHSMITH	OUTSTANDING

CHECK #	TYPE	CHECK AMT	CHECK DATE	VENDOR #	ADDRS #	VENDOR NAME	CHECK STATUS
391281	S	\$2197.86	09/11/09	09318	1	HILLYARD INC - MINNEAPOLIS	OUTSTANDING
391282	S	\$341.80	09/11/09	04818	0	HORIZON COMMERCIAL POOL SUPPLY	OUTSTANDING
391283	S	\$206.66	09/11/09	02203	0	LAKESHORE LEARNING MATERIALS	OUTSTANDING
391284	S	\$186.00	09/11/09	24253	0	LOFFLER COMPANIES, INC.	OUTSTANDING
391285	S	\$900.00	09/11/09	02196	0	MACKIN BOOK COMPANY	OUTSTANDING
391286	S	\$544.38	09/11/09	02395	0	MENARDS	OUTSTANDING
391287	S	\$442.50	09/11/09	01596	13	MN DEPT OF EDUCATION	OUTSTANDING
391288	S	\$19.96	09/11/09	03519	0	NAPA, SAVAGE PARTS SERVICE	OUTSTANDING
391289	S	\$3220.00	09/11/09	02725	1	NATIONAL PURITY, LLC	OUTSTANDING
391290	S	\$15492.00	09/11/09	26298	2	NCS PEARSON	OUTSTANDING
391291	S	\$463.93	09/11/09	01197	1	NEXT DAY GOURMET	OUTSTANDING
391292	S	\$1231.11	09/11/09	02489	1	OFFICE DEPOT COMPANY	OUTSTANDING
391293	S	\$4040.50	09/11/09	25749	0	OH THOSE GUYS	OUTSTANDING
391294	S	\$3740.00	09/11/09	20125	1	PREMIER AGENDAS	OUTSTANDING
391295	S	\$554.10	09/11/09	21744	0	QUALITY AIR MECHANICAL, INC.	OUTSTANDING
391296	S	\$227.00	09/11/09	05511	0	RED WING SHOE STORE	OUTSTANDING
391297	S	\$864.90	09/11/09	21851	0	RED WING SHOE STORE	OUTSTANDING
391298	S	\$6880.36	09/11/09	25160	1	RITE	OUTSTANDING
391299	S	\$6332.00	09/11/09	26728	1	SCANTRON CORPORATION	OUTSTANDING
391300	S	\$353.23	09/11/09	03537	1	SCHOOL HEALTH SUPPLY CO., INC.	OUTSTANDING
391301	S	\$330.00	09/11/09	02397	2	SCHOOL MATE	OUTSTANDING
391302	S	\$1639.19	09/11/09	03472	2	SHIFFLER EQUIPMENT SALES INC	OUTSTANDING
391303	S	\$97.77	09/11/09	03405	0	SHURAIL SUPPLY CO.	OUTSTANDING
391304	S	\$90.30	09/11/09	22907	1	SOLUTIONS4SURE.COM, INC.	OUTSTANDING
391305	S	\$207.89	09/11/09	00623	0	ST. JOSEPH EQUIPMENT INC.	OUTSTANDING
391306	S	\$8437.78	09/11/09	03640	1	STAPLES ADVANTAGE	OUTSTANDING
391307	S	\$2744.00	09/11/09	02520	0	STAR TRIBUNE	OUTSTANDING
391308	S	\$629.00	09/11/09	22319	0	TEMPLE ELECTRIC MOTOR SERVICE INC.	OUTSTANDING
391309	S	\$1369.00	09/11/09	08186	0	TEXTBOOK WAREHOUSE, INC.	OUTSTANDING
391310	S	\$4050.00	09/11/09	00826	1	TIERNEY BROTHERS, INC.	OUTSTANDING
391311	S	\$11437.65	09/11/09	08203	1	TIES	OUTSTANDING
391312	S	\$171.00	09/11/09	21184	4	TIES	OUTSTANDING
391313	S	\$2003.90	09/11/09	22123	1	TOTAL FILTRATION SERVICES, INC.	OUTSTANDING
391314	S	\$1183.92	09/11/09	24601	0	TOTAL MECHANICAL SERVICES, INC.	OUTSTANDING
391315	S	\$121.57	09/11/09	04037	1	TRIARCO ARTS & CRAFTS	OUTSTANDING
391316	S	\$381.50	09/11/09	03986	0	TROPHY HOUSE, INC.	OUTSTANDING
391317	S	\$895.00	09/11/09	04498	1	TRUGREEN CHEMLAWN	OUTSTANDING
391318	S	\$29.00	09/11/09	04243	1	VIKING ELECTRIC SUPPLY, INC.	OUTSTANDING
391319	S	\$699.00	09/11/09	04306	0	W.E. NEAL SLATE CO.	OUTSTANDING
391320	S	\$675.00	09/11/09	23191	0	WINNING EDGE SEMINARS, INC	OUTSTANDING
391321	S	\$688.00	09/11/09	04451	1	XEROX CORPORATION	OUTSTANDING

TOTAL # OF ISSUED CHECKS: 490 TOTAL AMOUNT 1732961.99

TOTAL # OF VOIDED CHECKS: 2 TOTAL AMOUNT 894.00

TOTAL # OF UNISSUED CHECKS: 17



**TO: Superintendent Clegg  
Board of Education** **II.B.6**

**FROM: Dave Helke**

**DATE: September 15, 2009**

**RE: Approve change in athletic conference arrangement**

**RECOMMENDATION: THAT THE BOARD OF EDUCATION APPROVE PROVIDING THE LAKE CONFERENCE OFFICIAL NOTICE OF THE BURNSVILLE-EAGAN-SAVAGE SCHOOL DISTRICT'S INTENT TO JOIN THE BLOOMINGTON SCHOOL DISTRICT, LAKEVILLE SCHOOL DISTRICT, ROSEMOUNT-APPLE VALLEY-EAGAN DISTRICT, AND PRIOR LAKE SCHOOL DISTRICT AND FORM A NEW CONFERENCE ARRANGEMENT EFFECTIVE FOR THE 2010-11 SCHOOL YEAR.**

The current Lake Conference has twelve teams competing in it, all within relatively close geographic proximity. These teams include Apple Valley, Bloomington Jefferson, Bloomington Kennedy, Burnsville, Chanhasen, Chaska, Egan, Eastview, Eden Prairie, Lakeville North, Lakeville South, and Rosemount.

Earlier this summer, the Minnesota High School League acted to place four more schools in the Lake Conference. These schools included Edina, Hopkins, Minnetonka, and Wayzata. This action increased the size of the Lake Conference to sixteen teams. Chanhasen and Chaska provided the Lake Conference with official notice of their intent to leave the Lake Conference. Both schools will become members of the Minnesota Conference. As a result of their action, the Lake Conference would have fourteen teams in it beginning in 2010-11 with those schools being geographically spread out farther than the current ten schools.

Burnsville High School has enjoyed its many years as part of the Lake Conference and the many relationships formed over the years. However, with the decision by the Minnesota State High School League to add four teams to the conference, it is no longer in the best interest of Burnsville High School, our students, and our community to remain in the Lake Conference. As a result, I am recommending Burnsville High School provide official notice to the Lake Conference of our intent to join with the Bloomington School District, Lakeville School District, Rosemount-Apple Valley-Eagan District, and Prior Lake District to form a new conference for the 2010-11 school year.

This recommendation would ensure that Burnsville students can continue to be involved in athletics and activities with other schools having comparable programs. The recommendation is also fiscally responsible because it minimizes transportation costs with a geographically compact conference. Finally, the recommendation accounts for the safety of our students, staff, and families by limiting the distance required to travel to away games.

Upon school board approval of this recommendation, an official letter of intent will be submitted to the Lake Conference prior to October 1<sup>st</sup>.



---

TO: Members, Board of Education Agenda Item II.B.7  
September 17, 2009

FROM: Randy Clegg, Superintendent

DATE: September 10, 2009

RE: Schedule Construction Walk-through

**Recommendation:** That the Board of Education schedule construction walk-throughs at the Burnsville Senior High School and Metcalf Junior High School at 3:00 p.m. on Wednesday, October 7, 2009.



**AGENDA IV-A  
September 17, 2009**

**TO: Members of the School Board**  
**FROM: Mark D. Stotts, Business Manager**  
**DATE: September 17, 2009**  
**RE: Certification of Proposed Property Tax Levy Payable 2010**

RECOMMENDATION: That the school board certify the proposed property tax levy for taxes payable in 2010 and authorize the Clerk to execute the levy certification forms in the "Maximum Amount" and estimated as follows:

General RMV Voter Approval	\$17,811,205.15
General RMV Other	1,287,723.88
General NTC Other	5,050,451.56
Community Services	981,070.33
General Debt Voter Approved	4,338,632.82
General Debt Other	2,572,329.51
OPEB/Pension Other	<u>1,651,283.00</u>
Total	<u>\$33,692,696.25</u>

By September 30, 2009, the School Board must certify the proposed levy for property taxes payable in 2010. The levy limit is determined by the Minnesota Department of Education (MDE) and is based on Minnesota Statutes as well as information supplied by each district relating to referendum authority, enrollment, and intent to participate in various programs. The levy limit indicated in the recommendation is based on information provided by MDE on September 9, 2009. It is common for corrections to be made through September 30. The recommendation to certify the levy in the "Maximum Amount" would allow the County Auditor to recognize corrections to the levy, without further board action.

Last year's (2009) levy was \$33,673,485.34. The proposed levy limit for 2010 is \$33,692,696.25, which represents a .06% increase, or \$19,210.91, over the previous year,

This proposed levy represents the school portion of a property owner's tax bill. School taxes accounted for approximately one-third of property taxes paid in 2009. While the levy has increased over 2009, the school levy is substantially less than in 2001 prior to enactment of property tax reforms. The District's 2001 levy was \$38,064,169.

Certification of the proposed levy to the County Auditor initiates the Truth in Taxation notification and hearing process. Our Truth in Taxation hearing is scheduled for the regular School Board meeting on December 10, 2009 at 6:30 p.m at the Diamondhead Education Center. Final levy certification will occur that same evening, December 10, 2009.

I recommend approval of the proposed 2010 property tax levy in the "Maximum Amount". Your questions are welcome.

Attached: Levy Certification Summary; Levy Limitation & Certification, 2008 Payable 2009

*Independent School District 191  
Levy Certification Summary  
2009 Payable 2010  
For the Fiscal Year 2010/2011*

	<i>2008 Payable 2009</i>	<i>2009 Payable 2010</i>	<i>Increase/ (Decrease)</i>
<i>General Levies:</i>			
<i>Referendum Levy</i>	<i>\$17,363,614</i>	<i>\$17,397,345</i>	<i>\$33,731</i>
<i>Equity Revenue Levy</i>	<i>739,439</i>	<i>838,462</i>	<i>99,023</i>
<i>Operating Capital Levy</i>	<i>1,518,845</i>	<i>1,528,122</i>	<i>9,277</i>
<i>Safe Schools</i>	<i>342,531</i>	<i>336,675</i>	<i>(5,856)</i>
<i>Safe Schools - District 917</i>	<i>39,962</i>	<i>49,940</i>	<i>9,978</i>
<i>Career &amp; Technical Levy</i>	<i>207,844</i>	<i>207,844</i>	<i>0</i>
<i>Health &amp; Safety Levy</i>	<i>589,268</i>	<i>424,000</i>	<i>(165,268)</i>
<i>Transition Revenue Levy</i>	<i>363,311</i>	<i>357,100</i>	<i>(6,211)</i>
<i>Integration Levy</i>	<i>440,186</i>	<i>431,305</i>	<i>(8,881)</i>
<i>Reemployment Insurance Levy</i>	<i>50,000</i>	<i>100,000</i>	<i>50,000</i>
<i>Lease Levy</i>	<i>936,740</i>	<i>923,067</i>	<i>(13,673)</i>
<i>Alternative Facilities Levy</i>	<i>1,650,239</i>	<i>0</i>	<i>(1,650,239)</i>
<i>Alternative Compensation Levy</i>	<i>922,220</i>	<i>910,763</i>	<i>(11,457)</i>
<i>Total General Levies</i>	<i>25,164,199</i>	<i>23,504,623</i>	<i>(1,659,576)</i>
<i>Levy Adjustments</i>	<i>540,168</i>	<i>644,757</i>	<i>104,589</i>
<i>Net General Levies</i>	<i>\$25,704,367</i>	<i>\$24,149,380</i>	<i>(\$1,554,987)</i>

*Independent School District 191  
Levy Certification Summary  
2009 Payable 2010  
For the Fiscal Year 2010/2011*

	<i>2008 Payable 2009</i>	<i>2009 Payable 2010</i>	<i>Increase/ (Decrease)</i>
	<hr/>	<hr/>	<hr/>
<i>Community Service Fund:</i>			
<i>General Community Education</i>	<i>\$467,382</i>	<i>\$467,382</i>	<i>\$0</i>
<i>Early Childhood Family Education</i>	<i>260,807</i>	<i>260,184</i>	<i>(623)</i>
<i>Disabled Adults</i>	<i>3,062</i>	<i>3,062</i>	<i>0</i>
<i>School Age Care</i>	<i>250,000</i>	<i>250,000</i>	<i>0</i>
<i>Home Visiting</i>	<i>6,488</i>	<i>6,288</i>	<i>(200)</i>
	<hr/>	<hr/>	<hr/>
<i>Total Levies</i>	<i>987,739</i>	<i>986,916</i>	<i>(823)</i>
<i>Levy Adjustments</i>	<i>(66,777)</i>	<i>(5,846)</i>	<i>60,931</i>
	<hr/>	<hr/>	<hr/>
<i>Community Service Levies</i>	<i>\$920,962</i>	<i>\$981,070</i>	<i>\$60,108</i>
	<hr/>	<hr/>	<hr/>

*Independent School District 191  
Levy Certification Summary  
2009 Payable 2010  
For the Fiscal Year 2010/2011*

	<i>2008 Payable 2009</i>	<i>2009 Payable 2010</i>	<i>Increase/ (Decrease)</i>
	<hr/>	<hr/>	<hr/>
<i>General Debt Service Fund:</i>			
<i>Voter Approved Levy</i>	<i>\$4,596,835</i>	<i>\$4,609,645</i>	<i>\$12,810</i>
<i>Alternative Facilities Levy Revenue</i>	<i>\$2,740,338</i>	<i>\$2,739,288</i>	<i>(\$1,050)</i>
	<hr/>	<hr/>	<hr/>
<i>Total Levies</i>	<i>7,337,173</i>	<i>7,348,933</i>	<i>11,760</i>
<i>Levy Adjustments</i>	<i>(289,018)</i>	<i>(437,970)</i>	<i>(148,952)</i>
	<hr/>	<hr/>	<hr/>
<i>Debt Service Levy</i>	<i>\$7,048,155</i>	<i>\$6,910,963</i>	<i>(\$137,192)</i>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

*Independent School District 191  
Levy Certification Summary  
2009 Payable 2010  
For the Fiscal Year 2010/2011*

	<i>2008 Payable 2009</i>	<i>2009 Payable 2010</i>	<i>Increase/ (Decrease)</i>
<i>OPEB Levy - Non-Voter Approved</i>	<i>0</i>	<i>1,651,283</i>	<i>1,651,283</i>

*Independent School District 191  
 Levy Certification Summary  
 2009 Payable 2010  
 For the Fiscal Year 2010/2011*

	<u>2008 Payable 2009</u>	<u>2009 Payable 2010</u>	<u>Increase/ (Decrease)</u>
<i>Summary of All Levies:</i>			
<i>General Levy</i>	<i>\$25,704,367</i>	<i>\$24,149,380</i>	<i>(\$1,554,987)</i>
<i>Community Service Levy</i>	<i>920,962</i>	<i>981,070</i>	<i>60,108</i>
<i>General Debt Service Levy</i>	<i>7,048,155</i>	<i>6,910,963</i>	<i>(137,192)</i>
<i>OPEB Levy</i>	<i>0</i>	<i>1,651,283</i>	<i>1,651,283</i>
<i>Total - All Levies</i>	<u><u><i>\$33,673,484</i></u></u>	<u><u><i>\$33,692,696</i></u></u>	<u><u><i>\$19,212</i></u></u>
<i>Percentage Increase</i>			<i>0.06%</i>

38

**BURNSVILLE EAGAN SAVAGE**  
**Independent School District 191**  
**Human Resources**

---

AGENDA ITEM: IV. B.

To: Members of the Board of Education  
Superintendent Randy Clegg

From: Sue Grissom  
Executive Director of Human Resources

Date: September 17, 2009

RE: **Approval of Employment Agreement with Information Technology Specialists**

**RECOMMENDATION: THAT THE BOARD OF EDUCATION APPROVE THE PROPOSED REVISIONS AND RE-ADOPT THE UNCHANGED LANGUAGE IN THE 2008-2010 EMPLOYMENT AGREEMENT WITH INFORMATION TECHNOLOGY SPECIALISTS**

**Background:** There are four employees in the district that are information technology specialists. They support all technology infrastructure in the district. Their employment agreement expired June 30, 2008. Changes in the agreement reflect adjustments based on comparable positions in other districts and other comparable internal positions. Market adjustments in total cost about \$8,800.

Highlights of the agreement include:

1. 2.75% salary increase for 2008-2009. All employee groups received a 2.75% increase in 2008 - 2009. The total package cost, excluding the market adjustment is 5.31%
2. Salary improvement for the 2009 -2010 school year will be determined following conclusion of negotiations with the BEA.
3. Information Technology Specialists will have a three step salary schedule.
4. The Board stipend for the Senior Campus Technology Specialist will be commensurate with that of the Superintendent's Assistant.
5. I.T. Specialists earn 15 days of vacation the first year of employment and will now accrue vacation at the rate of 2 days per year to a maximum of 28 days. Vacation will accrue more quickly than in the past.
6. When I.T. Specialists are asked to assume projects that far exceed their normal duties such that they are unable to use vacation, they can request payment in lieu of vacation for 10 days. This requires preapproval of their supervisor and the Director of HR.
7. In order to be eligible for insurance benefits, I.T. specialists must work 30 hours per week.

Attachment: Information Technology Specialist Employee Agreement 2008 - 2010

**EMPLOYMENT POLICY**

**July 1, 2008 – June 30, 2010**

**BOARD OF EDUCATION  
DISTRICT 191**

**and**

**INFORMATION TECHNOLOGY SPECIALISTS**

## Instructional Technology Specialist

### Compensation: 2008 - 2009

#### 2008-2009

	Step 1	Step 2	Step 3
Pay Grade 9	\$59,568	\$61,450	\$62,703
Pay Grade 10	\$61,764	\$63,715	\$65,015
Pay Grade 11	\$63,192	\$65,485	\$67,777

**Step Movement:** At the time of employment, relevant outside experience may be considered. During the first year of employment, Instructional Technology Specialists will advance on step on July 1st, provided they have started on or before October 1st of the previous year.

Thereafter, Instructional Technology Specialists will advance on step on July 1st, provided they have successfully completed a year of service.

#### Pay Grade 9

<del>2006 – 2007</del> Pay Grade 9 Salary	<del>\$58,112</del>
<del>2007 – 2008</del> Pay Grade 9 Salary	<del>\$59,710</del>

#### Pay Grade 10

<del>2006 – 2007</del> Pay Grade 10 Salary	<del>\$59,855</del>
<del>2007 – 2008</del> Pay Grade 10 Salary	<del>\$61,501</del>

#### Pay Grade 11

<del>2006 – 2007</del> Pay Grade 11 Salary	<del>\$61,589</del>
<del>2007 – 2008</del> Pay Grade 11 Salary	<del>\$63,283</del>

2009-2010 salaries for Instructional Technology Specialists shall be improved by the same percentage as any 2009-2010 schedule improvement for the BEA, retroactive to July 1, 2009 upon Board ratification of an agreement with the BEA.

**Stipend:** Effective July 1, 2008, a Video Production Technology Stipend in the amount of \$3,031 ~~\$2,500~~ will be paid to the Information Technology Specialist who prepares and edits the Board of Education's monthly meeting and district's monthly cable show. Special board meetings in excess of 23 per year, shall be compensated at \$100 per meeting, provided the meeting requires significant preparation and time.

#### **Longevity:**

After fifteen (15) years of district service, an Instructional Technology Specialist is eligible for a ~~\$750.00~~ \$819.00 stipend; after twenty (20) years, an additional ~~\$819.00~~ \$750 stipend.

**Probationary Period:**

Employees new to the District shall serve a probationary period of six months. Probationary employees may be dismissed at any time during such period.

**Work Year:**

Instructional Technology Specialists shall work 40 hours per week for twelve months, with responsibilities and flexibility as per exempt employee definitions.

**Vacations:**

A. Accrual: Employees shall be credited, at the beginning of the school fiscal year, with fifteen (15) paid vacation days per year. Thereafter employees will earn two (2) additional days of vacation for each year of service up to a maximum of 28 vacation days. Vacations may be taken at any time during the school fiscal year subject to the approval of the immediate supervisor. Vacation on a student-contact day must be approved two weeks in advance.

All vacation days earned during any given school fiscal year must be taken during that year, or within the following twelve(12) seven (7)-months, or be forfeited. Exceptions shall be made only in unusual circumstances.

Upon termination of employment, any use of vacation time in excess of that earned shall be deducted from the employee's final paycheck. Employees with more than six (6) months, but less than twelve (12) months of service shall be granted a pro rata vacation upon termination of employment or during their first school fiscal year of employment. Earned, but unused, vacation days shall be paid at the current rate upon termination of employment.

B. Extraordinary Circumstances: In extraordinary circumstances, I.T. Specialists may be called upon to assume projects that far exceed normal duties and responsibilities even for an exempt employee. In such instances, I.T. specialists may request payment in lieu of up to ten (10) days of vacation. Such vacation payment must be discussed prior to commencement of the work and must be approved by the supervisor and the Executive Director of Human Resources.

**Prior Experience Allowance:**

All prior District employment, other than temporary, shall be considered in computing vacation benefits.

**Holidays:**

Ten (10) paid holidays will be honored during the work year: Independence Day, Labor Day, thanksgiving and the day following, Christmas Eve Day, Christmas Day, New Year's Eve Day, New Year's Day, Memorial Day and one floating holiday to be scheduled with the approval of the Instructional Technology specialist's immediate supervisor.

**Personal Business Leave:**

Instructional Technology Specialists shall be granted two, (2) personal business days, per year, cumulative to two (2) for personal business. Personal business leave is such that business requires the personal attention of the employee and scheduling of such is out of control of the

employee. The request shall be made at least eighteen (18) hours in advance. In case of an emergency, the supervisor will determine if the day shall be approved retroactively.

**Personal Illness Leave:**

Personal illness leave shall be granted at the rate of one (1) day per month worked cumulative to a maximum of 110 days. Twelve (12) days shall be credited to each instructional technology specialist at the beginning of each fiscal year. Continuous qualified absence extending beyond the thirty (30) days automatically becomes covered by the income protection insurance at the thirty (30) day point. Doctor and dental appointments may be considered as sick absence if no substitute is required and absence is approved by the immediate supervisor.

**Family Illness:**

Five (5) days per year, non-cumulative, shall be granted for illness of the following family members: spouse, children, parents or former guardian, in-laws of the first degree, or grandchildren.

**Family Illness/Sick Child Care Leave: MS.181.940**

Employees who have exhausted family illness leave may use personal illness leave for absences due to an illness of the employee's child for such reasonable periods as the employee's attendance with the child may be necessary; on the same terms the employee is able to use personal illness leave. This section applies only to personal illness leave benefits payable to the employee from the employer's general assets. A "Child" means an individual under 18 years of age or an individual under age 20 who is still attending secondary school.

**Bereavement:**

Up to five (5) days per event shall be granted for a death in the immediate family; i.e., spouse, children, parents or former guardians, in-laws of the first degree, grandparents, grandchildren, siblings, spouse of parent. A maximum of two additional days may be permitted at the discretion of and upon the approval of the Executive Director for Human Resources. Instructional Technology Specialists may use (1) day of bereavement for anyone with whom they have a significant relationship.

**GROUP INSURANCE AND BENEFIT PLANS**

**Health Insurance:**

The Board will contribute the individual premium for the health and hospital insurance policy offering an office visit co-pay for each employee who works thirty (30) ~~twenty (20)~~ hours or more per week and who is enrolled in the district group health and hospitalization plan.

The District contribution for dependent coverage for each employee who works thirty (30) ~~twenty (20)~~ hours or more per week and who is enrolled in the District group health and hospitalization plan shall be equal to 70% of the rate for the highest cost HMO/PPO program offering choices among a number of health-care providers and an office visit co-payment provision. The employee shall pay the balance of the premium for dependent coverage.

**Duration of Insurance Contribution:**

An employee is eligible for District contributions as provided in this insurance section as long as the employee is employed by the School District. Upon termination of employment, all district contributions toward insurance will cease.

**Long Term Disability Insurance:**

Income Protection coverage will be provided each employee at District expense. Upon request, instructional technology specialists may supplement LTD payments with 20 days of accrued personal sick leave on a fractional basis (1/3) of a day to yield up to 60 days of full pay.

**Life Insurance:**

All employees shall be provided life and dismemberment insurance coverage in the amount of \$50,000 at District expense, subject to the insurance company's terms and conditions. Effective July 1, 2005, Instructional Technology Specialists will each purchase an additional \$100,000 of life insurance. All District participation and contribution shall cease effective on the last working day. However, upon separation from employment, employees may continue coverage in the group plan, at the employee's expense, pursuant to COBRA extensions provided in state and federal statutes.

**Dental Insurance:**

The School District shall provide individual dental coverage for each employee who works thirty (30) ~~twenty (20)~~ or more hours per week and enrolls in the plan. Benefits shall be in accordance with the insurance policy purchased by the School District.

Dependent coverage shall be available to each employee eligible for single coverage. The cost of dependent coverage shall be paid by the employee via payroll deduction. Employees eligible for dependent coverage must enroll before the inception day or within thirty (30) days of becoming eligible for dependent coverage. Failure to apply for coverage on the inception date or upon becoming eligible for dependent coverage shall result in the forfeiting of future rights to dependent coverage.

**Flexible Benefit Plan:**

The School District will establish a Flexible Benefit Plan under IRS Code 125. Regulations and procedures will be available in the Human Resources Office. A board policy and accompanying regulations will be developed and updated annually to comply with IRS Regulations.

**Tax Sheltered Annuity and Deferred Compensation Plans:**

Tax sheltered annuities and deferred compensation plans, either variable for fixed, are available. Regulations and procedures are available in the Human Resources Office. Board Policy and regulations will be updated annually for compliance with State and Federal Laws. Effective July 1, 2002 the District will match up to \$500 per year to an approved Minnesota deferred compensation program as permitted by M.S. 356.24. After 10 years of service to the District, the District will match up to \$650.00 per.

Effective July 1, 2007, the District will match up to \$750 per year to an approved Minnesota deferred compensation program. In the tenth year of service, the district will contribute \$1,000.

**Post-Retirement Healthcare Savings Plan:**

Effective July 1, 2006, the District will contribute \$750.00 for each I.T. Specialist to the Minnesota State Retirement System's Post-Retirement Healthcare Savings. In the tenth year of service the district will contribute \$1,150.

**MISCELLANEOUS****Emergency Dismissals:**

If an employee is notified not to report for work, or, if after arriving for work the employee is dismissed by authority of the Superintendent of Schools, a full day's wages shall be paid.

**Grievance Procedure:**

The District's Personnel grievance policy is applicable to all permanent employees.

**Jury Duty:**

Employees shall be paid the difference between their regular daily salary and their jury duty pay if required to serve on jury duty.

**Leave of Absence:**

Leaves of absence for acceptable cause, without pay, may be requested for periods up to one (1) year, subject to School Board approval. No supplemental benefits will be in force during the leave of absence, except that the employee may elect, at the employee's own expense, to continue insurance coverage.

Requests must be submitted in writing, at least twenty (20) days prior to the beginning of the requested leave. The request must be dated, signed, and should include the reason for the request and the approximate duration of the requested leave.

Answers to requests for leave will be made by administration, in writing, within seven (7) days after the leave has been requested unless it requires School Board approval. Such requests shall be submitted to the Board at the earliest meeting. The Board action shall be transmitted to the employee within two (2) days following such action.

Answers to written requests for emergency leave shall be given in writing as quickly as possible. Holidays that fall during leaves shall not be compensated for and vacation days and sick absence days are not earned and shall not be accumulated.

Long-term substitutes, hired to temporarily replace someone on leave, shall have a probationary period equal to the length of the absence.

**Position Elimination:**

An Instructional Technology Specialist who leaves the District because of a discontinued position shall receive two (2) days pay for each year of service in the District. An Instructional Technology Specialist will not receive severance if he/she voluntarily resigns from a position or if he/she is terminated for cause.

**Professional Development:**

The District will pay expenses associated with authorized attendance at conferences and seminars germane to an instructional technology specialist's assignment. Attendance and expenses require advance authorization of the instructional technology specialists' supervisor.

**Retirement Age:**

Retirement age shall be that determined by applicable statutes.

**Seniority:**

In the event a position is eliminated, the district shall take seniority as an Information Technology Specialist and qualifications into consideration. If a position is eliminated, administration shall seek to provide the alternate employment.

**Suspension and Termination:**

No member of this unit will be suspended without pay, reduced in rank or terminated without just cause.

**Tuition Reimbursement:**

The District will reimburse tuition costs to each member of this unit for approved coursework that is of benefit to the District. Advance approval and verification of successful completion are required. Tuition will not be paid to members of this unit while on leave. For every 32 college semester credits completed, an instructional technology specialist will pledge two years of service to the District. In the event an instructional technology specialist leaves prior to fulfilling this commitment; he/she must refund the District tuition expenses.

**Work Stoppages:**

In the event of a strike or work stoppage by other employees, it is mutually agreed that Information Technology Specialists covered by this Agreement shall be on duty and carry out policy, rules, and assignments as may directed by the Employer. The Employer reserves the right to make whatever directives that are in the Employer's judgment necessary for the operation or protection of District programs and facilities. The members agree that it will not directly or indirectly engage in, support, or assist in any strike against the employer.

## **TERMS OF CONTRACT**

This agreement shall become effective July 1, 2008 and shall continue in full force and effect through June 30, 2010 and shall renew itself for annual periods thereafter, except as modified or terminated in accordance with the provisions of the contract.

46

**BURNSVILLE EAGAN SAVAGE**  
**Independent School District 191**  
**Human Resources**

---

AGENDA ITEM: IV.C.

*Amended*

To: Members of the Board of Education  
Superintendent Randy Clegg

From: Sue Grissom  
Executive Director of Human Resources

Date: September 17, 2009

RE: **Approval of Job Descriptions and Positions for Senior Campus Café Employees**

**RECOMMENDATION: THAT THE BOARD OF EDUCATION APPROVE THE ATTACHED JOB DESCRIPTION AND POSITION FOR A 25 – 28 HOUR PER WEEK SENIOR CAMPUS CAFÉ MANAGER AND SUFFICIENT, PART-TIME SERVER POSITIONS TO COVER UP TO 14.5 HOURS OF BUSINESS MONDAY THROUGH THURSDAY AND 7 HOURS OF BUSINESS ON FRIDAYS**

**Discussion:** In order to enhance the senior campus and provide food and beverage options to District #191 partners and customers, Community Education, the business education department at Burnsville High School and high school administration plan to open and operate a café. The café will be open from 7:00AM to 9:30 PM Monday through Thursday and 7:00 AM to 2:00 PM on Fridays. The café will serve prepackaged, snacks and food only. Food will not be prepared on site. However the café will serve a variety of beverages, including coffee and coffee specialty drinks. All business will be conducted on a cash/**credit** basis. This program is not part of the food service program and food service program meal requirements will not be applicable. Business education students will be involved in the business enterprise. Students may continue to eat lunch at the main campus, if they so choose.

The first job description is that of a Café Manager. The Café Manager must have some restaurant or food service management experience. The Café Manager's responsibilities will include preparing for the day, training servers, ensuring compliance with sanitation requirements, purchasing, inventory, etc. This position will be approximately 25 hours per week.

The second job description is that of Server. Servers will be responsible for greeting customers, taking orders, accurately reporting orders, taking payment on a cash **or credit basis**, and making correct change. In addition servers will assist with beverage preparation and cleaning. They will be supervised by the Café Manager. Some of these positions may be held by senior citizens. Their wages will be paid from a grant secured by Community Education.

The Director of Community Education and high school administrators are excited to put this business plan into operation.

**ISD # 191 Job Description  
CAFSEV  
JOB TITLE: CAFÉ SERVER**

Exempt (Y/N): No

DEPARTMENT: Community Education

DATE: September 17, 2009

PAY GRADE: 2

Amended:

SUPERVISOR: Director of Community Education

Work direction provided by Café Manager

---

**SUMMARY:** Serves café clients by taking, preparing, serving, and collecting payment for orders while upholding exceptional customer service standards. Assists with preparation, dishwashing, and sanitation as directed.

**ESSENTIAL DUTIES AND RESPONSIBILITIES** include the following. Other duties may be assigned.

Demonstrates customer service while explaining menu items and taking orders

Prepares coffee and specialty drinks according to specifications

Serves prepackaged food items

Prepares checks that itemize and total meal costs

Takes payment; **cash or credit** and accurately makes change **as needed**

Assists with kitchen set up, dishwashing and sanitation

Stocks service supplies as needed

Ability to be punctual and maintain regular attendance

**SUPERVISORY RESPONSIBILITIES:** This position has no supervisory responsibilities.

**QUALIFICATION REQUIREMENTS:** To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION and/or EXPERIENCE:** High school student or diploma or GED. One to three months training or experience in restaurant desirable

**LANGUAGE SKILLS:** Ability to communicate in understandable English. Ability to read and comprehend basic English instructions, short correspondence, and memos. Ability to write basic correspondence in English. Ability to follow directions

**MATHEMATICAL SKILLS:** Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

**REASONING ABILITY:** Ability to apply common sense understanding to carry out detailed

but uninvolved written or oral instructions. Ability to deal with problems involving a few concrete variables in standardized situations.

**CERTIFICATES, LICENSES, REGISTRATIONS:** None required.

**OTHER SKILLS and ABILITIES:**

Ability to work with money and accurately make change as a cashier

Interpersonal skills, including ability to work well with others, be polite, helpful, courteous and compassionate.

Ability and willingness to follow District rules and policies.

Ability and willingness to follow directives from supervisors.

Basic computer skills.

**PHYSICAL DEMANDS:** The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to stand; walk; use hands to finger, handle, or feel objects, tools, or controls; reach with hands and arms; talk or hear; and taste or smell. The employee occasionally is required to stoop, kneel, crouch, or crawl.

The employee is occasionally required to climb or balance. The employee must regularly lift and/or move up to 10 pounds, frequently lift and/or move up to 25 pounds, and occasionally lift and/or move up to 50 pounds. Specific vision abilities required by this job include close vision, color vision, and the ability to adjust focus.

**WORK ENVIRONMENT:** The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee regularly works near moving mechanical parts and is regularly exposed to wet and/or humid conditions, fumes or airborne particles, extreme cold, and extreme heat. The employee is frequently exposed to toxic or caustic cleaning chemicals. The employee is occasionally exposed to risk of electrical shock. The noise level in the work environment is usually moderate

**Agenda IV-D  
September 17, 2009**

**INDEPENDENT SCHOOL DISTRICT 191  
Burnsville-Eagan-Savage  
Business Office**

**TO: Members of the School Board**  
**FROM: Mark D. Stotts, Business Manager**  
**DATE: September 17, 2009**  
**RE: Approval of 2008/2009 Budget Amendment**

**RECOMMENDATION:** That the school board approve a budget amendment for the 2008/2009 fiscal year that includes revenues and expenditures resulting from the issuance of OPEB Bonds.

UFARS requires that the revenues resulting from the issuance of OPEB bonds, as well as the expenditures resulting from the transfer of these funds to Funds 25 & 47, be recorded in the General Fund. These transactions are "budget neutral" (i.e. revenues equal expenditures) and have no impact on the General Fund Reserves. Budgeted revenues will be increased by \$18,846,732.72, and budgeted expenditures will be increased by the same amount.

Accordingly, I would recommend approval of this recommendation.

---

TO: Members, Board of Education Agenda IV.E  
September 17, 2009

FROM: Sue Grissom, Executive Director

DATE: September 19, 2009

RE: Board Policy GBAA, *Disability-Nondiscrimination*

**Recommendation:** That the Board of Education approve, on a first reading basis, revisions to Board Policy GBAA, *Disability-Nondiscrimination*.

Board Policy GBAA has been revised to make minor grammatical changes. The Board Policy Committee reviewed the suggested changes and I recommend their approval.

Descriptor Term:  
Disability-Nondiscrimination Policy

Descriptor Code:  
GBAA  
  
Rescinds:  
GBAA (5/01)

Page 1 of 1  
Date Issued:  
~~5/01~~  
DRAFT 9/09  
Issued:

## I. PURPOSE

The purpose of this policy is to provide a fair employment setting for all persons in Independent School District 191 in compliance with state and federal law.

## II. GENERAL STATEMENT OF POLICY

- A. Independent School District 191 shall not discriminate against qualified individuals with disabilities, because of the disabilities, ~~with~~ in regard to job application procedures, hiring, advancement, discharge, compensation, job training, ~~or any and~~ other terms, conditions and ~~or~~ privileges of employment.
- B. Independent School District 191 shall not engage in contractual or other arrangements that have the effect of subjecting its qualified applicants or employees with disabilities to discrimination on the basis of disability. Independent School District 191 shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association.
- C. Independent School District 191 shall make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, unless the accommodation would impose undue hardship on the operation of the business of the school district.
- D. Any job applicant or employee wishing to discuss the need for a reasonable accommodation, or other matters related to a disability or the enforcement and application of this policy, should contact the Executive Director of Human Resources. This individual is the school districts appointed ADA/Section 504 coordinator for all employees.

Legal References: 29 U.S.C. 794 et seq. (504 of Rehabilitation Act of 1973)  
42 U.S.C., Ch.126 12112 (American with Disabilities)  
39 C.F.R Part 32  
34 C.F.R Part 104

Cross References: MSBA Model Policy 521 (Student Disability Nondiscrimination)