

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting - October 8, 2012 - 7:00 PM
Wayzata City Hall, 600 Rice Street, Wayzata

AGENDA

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WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

MISSION

Our Core Purpose;

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

VISION

What We Intend to Create and Experience;

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

Exceptional Student Learning, Experiences and Relationships:

- High achievement by each and every student – no exceptions, no excuses;
- Content-rich, rigorous and personalized education;
- Meaningful relationships with teachers, staff, mentors and peers in a welcoming, nurturing and safe environment.

Community Trust, Confidence and Partnership:

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

Operational Excellence:

- Attraction, development and retention of exemplary, creative and valued employees;
- Effective and efficient use of time and human, financial and physical resources;
- Culture of continuous improvement and responsive innovation;
- High performing district governance, management and partnerships.

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA ITEM: 1. CALL TO ORDER/ROLL CALL

COMMENTS BY: Board Chair Hesby

Susan Gaither, Board Clerk, will call the roll:

	<u>PRESENT</u>	<u>ABSENT</u>
Ms. Linda A. Cohen	_____	_____
Ms. Sue H. Droegemueller	_____	_____
Ms. Susan Gaither	_____	_____
Mr. Jay A. Hesby	_____	_____
Mr. John A. Moroz	_____	_____
Ms. Carter G. Peterson	_____	_____
Ms. Cheryl Polzin	_____	_____
Dr. Chace B. Anderson, Ex Officio	_____	_____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

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

ITEM: _____

COMMENTS BY: Board Chair Hesby

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

- A. Approval of Minutes
 - 1. Regular Meeting – September 10, 2012
 - 2. Special Meeting – September 24, 2012
- B. Emergency Procedures Manual Update
- C. Finance and Business Recommendations
- D. Approval of Confirmation and Memorandum of Lease with SBA Monarch Towers II, LLC
- E. Approval of Temporary Construction Easement
- F. Human Resource Recommendations
- G. Assurance of Compliance with State and Federal Laws Prohibiting Discrimination

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

Motion by: _____ ROLL CALL Passed _____

Second by: _____ VOTE Failed _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 10, 2012

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

ITEM: A. Approval of Minutes

COMMENTS BY: Board Clerk Gaither

1. Regular Meeting - September 10, 2012

Enclosed for Board review and approval are the minutes of the Regular Board Meeting of September 10, 2012.

RECOMMENDED ACTION: Approve the minutes of the Regular Board Meeting of September 10, 2012 as presented.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

Official Minutes of Regular Meeting

September 10, 2012

The Board of Education **Wayzata Public Schools**

A Regular Board meeting of the Board of Education of Wayzata Public Schools was held September 10, 2012, beginning at 7:00 PM at Wayzata City Hall, 600 Rice Street, Wayzata, MN, pursuant to due notice. The meeting was broadcast live on cable television Plymouth Channel 22 (Comcast) and Wayzata Channel 19 (Mediacom), and delayed broadcast on Minnetonka Channel 17 (Comcast).

1. CALL TO ORDER/ROLL CALL

Call to Order

The meeting was called to order by Mr. Jay Hesby, Board Chair and, Ms. Susan Gaither, Board Clerk, called the roll. The following School Board members were present: Ms. Linda Cohen, Ms. Susan H. Droegemueller, Ms. Susan Gaither, Mr. Jay Hesby, Ms. Carter Peterson, Ms. Cheryl Polzin and Dr. Chace B. Anderson, Superintendent of Schools and Ex Officio member of the School Board. School Board members absent: Mr. John Moroz.

Others Present: Colleen Erickson, Jim Westrum, Jill Johnson, John Sucansky, Dave Carlson, Jodi Olson, Mitch Condon, Jeff & Miranda Hortenbach, Josh Mahowald, Bryan Bjorlin, Corinne Laho, Mari Johnson, Jessica Baer, Mindy Iverson, Renae Connoy, Ashley Meyer, Sydney Forne, Sydney Bakken, Laura Isdahl, and Patrick Malin.

2. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS

Approval of
Agenda and
Consent Agenda
Items

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

A motion was made by Ms. Peterson and seconded by Ms. Cohen to approve the Agenda and Consent Agenda items as recommended. A roll call vote was taken and the following voted in favor thereof: Ms. Linda Cohen, Ms. Susan Droegemueller, Ms. Susan Gaither, Ms. Carter Peterson, Ms. Cheryl Polzin, and Mr. Jay Hesby, and the following voted against the same: No one. Therefore, the motion passed on a 6-0 vote.

Consent agenda items were as follows:

A. Approval of Minutes

Approval of
Minutes

1. Regular Meeting – August 13, 2012

Approved the minutes of the August 13, 2012 Regular Board Meeting.

B. Finance and Business Services

Finance and
Business Services

Authorized the following disbursements:

- | | |
|--|------------------|
| • General Checking Account for August 2012 | \$ 3,194,286.79 |
| • Wire Transfer for July 2012 | \$ 21,337,590.00 |

The School Board accepted with appreciation the following gifts which are in Compliance with current District policy and guidelines:

Amount	Donated By	Purpose
\$37.57	Honeywell International Charity Matching Program	Mid-Year Charity Payment to Plymouth Creek Elementary
82.00	Christopher Gudrais, Eric Gudrais and Wells Fargo	Wells Fargo Annual Giving Campaign – Gleason Lake Elementary
100.00	James and Ellen Gessford and RMG	“Refer a Friend. Build your Community.” Program supporting Central Middle School
100.00	Andrew and Christina Tibesar and RMG	“Refer a Friend. Build your Community.” Program supporting Oakwood Elementary School
129.82	Mark and Susan Ryshavy, Karl Hoffman and Wells Fargo	Wells Fargo Community Support Campaign supporting Gleason Lake Elementary School
\$449.39		

C. Miller 32nd Avenue, LLC Lease Agreement

Miller 32nd
Avenue, LLC
Lease Agreement

The District has entered into a lease for a bus garage with Hanus Enterprises that was approved at the March 24, 2008 Special Meeting. Since that time, it was determined that the District should also retain control of the agreement that First Group (aka First Student) had with an adjoining property for parking spaces. The Assignment for the Parking Spaces Lease with First Student Inc., and Miller 32nd Avenue, LLC accomplished that goal.

This Amendment allows the District to extend the term and other components of the parking spaces agreement.

Approved Amendment to Miller 32nd Avenue, LLC Lease Agreement

D. Human Resource Recommendations

Human Resource
Recommendations

Approved the following Human Resource Actions as recommended:

Employment

Employment

Tyler Aasness – 6 Hour Paraprofessional – West Middle – Resign – Brian Weaver
Jason Andersen – 0.5 Achievement Interventionist – Plymouth Creek – New Position
Kathryn Bennett – 1.0 Special Education Teacher – High School – Non-Renew
Jimmie Dixon – 5 Hour Home Base Assistant – Plymouth Creek – New Position
Michelle Earhart – 1.0 2nd Grade Teacher – Oakwood – Transfer – Bonnie Stone
Kathryn Edwards – 7 Hour Paraprofessional – High School – Transfer – Eric Thornton
Lindsey Eichenlaub – .5 Special Education Teacher – Birchview – Retirement – Terry Anderson
James Ewer – 3 Hour Paraprofessional/4 Hour Home Base Instructor – Gleason Lake – New Position/Transfer Christy Eckenrode
Deborah Flannery – .5 4th Grade Teacher (12-13 only) – Plymouth Creek – Increased Enrollment
Karl Gronwall – 6 Hour Paraprofessional – Central Middle – Resign – Jennifer Stoeger
Elizabeth Hanlin – 2 Hour Paraprofessional – Plymouth Creek – New Position – PLC
Shlynn Hayes – 1.0 Special Services Intervention – High School – Non-renew
Theresa Jensen – 5 Hour Home Base Assistant – Sunset Hill – New Position
Natalie Johnson – .4 Physical Education Teacher – Greenwood – Increased Enrollment
DeeDee Long – 3.5 Hour Paraprofessional – Kimberly Lane – New Position – PLC
Beth Niska – 5 Hour Home Base Assistant – Gleason Lake – Resign – Ashley Trudell
Sophia Raffaele – .25 Special Education Teacher – Central Middle – New Position

Lori Rankila – 6 Hour Paraprofessional – Central Middle – Transfer – Anne Bipes
David Ritter – 1.0 Special Education Teacher – High School – Transfer – Adrienne Lewis
Josephine Robinson – 3.75 Hour Culinary Express – Gleason Lake – Resign – Heidi Galbraith
Steve Root – Elementary Principal (Interim 12-13) – Birchview – Resignation – Jason Wenschlag
Tanya Rustad – 3 Hour Home Base Assistant – Oakwood – New Position
Abigail Stanton – 6 Hour Paraprofessional – Plymouth Creek – Resign – Sheryl Butler
Laura Tarbox – 1.0 Achievement Interventionist – Birchview – New Position
Rhea Toninato – 6 Hour Paraprofessional – Greenwood – Resign – Brook Lavin
Shannon Weber – .667 Communications – High School – Leave of Absence – Kari Beutz

Contract Modification

Contract
Modification

Annette Crider – Counselor – Central Middle – From .8 to 1.0
Kaylie Elstad – Math Teacher – Central Middle – From .8 to 1.0
Jacquelyn Gramentz – Social Studies, Communications, Academic Intervention – From .4 to .65
Risa Piche-Palony – Math Literacy – Kimberly Lane & Oakwood – From .2 to .4
Brad Retzlaff – 8 Hour Custodian – Transfer from CE
Angela Swanson – Spanish Teacher – West Middle – From .87 to 1.0
Eric Thornton – Achievement Interventionist – High School – Transfer from Para

Leave of Absence

Leave of Absence

Katie Gross – Sunset Hill Special Education Teacher requested a disability leave of absence to begin approximately January 17, 2013 followed by a child care leave of absence through April 5, 2013.
Lauren Hansen – Birchview 4th Grade Teacher requested a disability leave of absence to begin approximately December 17, 2012 followed by a child care leave of absence through April 5, 2013.
Jonathan Honza – High School Social Studies Teacher requested a six-week child care leave of absence beginning approximately January 22, 2013.
Steve Newman – Central Middle 6th Grade Teacher requested a child care leave of absence from January 14 – February 1, 2013.
Anika Swanson – Plymouth Creek 1st Grade Teacher requested to extend her child care leave of absence through December 7, 2012.

Extended Leave of Absence for 2012-2013 (3 year minimum, 5 year maximum)

Extended Leave
of Absence

Nancy Rosenboom – 1.0 Physical Education – West Middle – 1st Year

Resignation

Resignation

Tonya Brandt – Paraprofessional at Kimberly Lane submitted her resignation effective August 14, 2012.
Sheryl Butler – Paraprofessional at Plymouth Creek submitted her resignation effective September 1, 2012.
Elizabeth Crichton – Paraprofessional at Sunset Hill submitted her resignation effective August 21, 2012.
Erin Frank – Paraprofessional at Oakwood submitted her resignation effective September 20, 2012.
Melanie Isakson – Paraprofessional at East Middle submitted her resignation effective August 28, 2012.
Heather Jackson – Paraprofessional at the High School submitted her resignation effective August 28, 2012.
Cathy Kaufman – Paraprofessional at Sunset Hill submitted her resignation effective August 12, 2012.
Kayla Laho – Declined her previous acceptance of a Paraprofessional position at Sunset Hill, effective August 16, 2012.

Brooke Laven – Paraprofessional at the High School submitted her resignation effective August 9, 2012.

Janet Miller – Paraprofessional at the High School submitted her resignation effective September 14, 2012.

Jim Peterson – High School Media Specialist submitted his resignation effective August 19, 2012.

Elshaddai Russell – Home Base Instructor at Plymouth Creek submitted her resignation effective August 8, 2012.

Jessica Waller – Declined her previous acceptance of a Paraprofessional position at Kimberly Lane effective August 21, 2012.

Retirement

Elizabeth Gilbertson – Teacher on Extended Leave of Absence revised her retirement date to September 8, 2012.

Retirement

Mary Jedlicki – Human Resources Secretary submitted her retirement effective October 31, 2012. Ms. Jedlicki has worked for the District since 1989.

Linda Leuer – Paraprofessional at Kimberly Lane submitted her retirement effective August 14, 2012. Ms. Leuer has worked for the District since 1988.

3. STUDENT CURRICULUM PRESENTATION

Student Presentation

There was no student presentation.

4. RECOGNITIONS

Recognition

A. July Employee of the Month – Sylvia Grismer

July Employee of the Month

It was an honor to recognize Sylvia Grismer as the July employee of the month. Sylvia has spent the past 14 years in Wayzata Public Schools and is known to be a valued educator and respected colleague in the Special Services Department. She is responsible for supporting infant through kindergarten age children with special needs and their families. Sylvia is compassionate, collaborative, brilliant, and works tirelessly to advocate for those she supports. She always has a kind word to say and has a heart of gold. She is a volunteer both in and out of the District, volunteering with the Plymouth Community Emergency Response team.

Sylvia has provided outstanding leadership to Early Childhood Special Education (ECSE) staff in her role as a lead teacher. She is a champion for equity and diversity in our District, participating as the ECSE representative to the District Equity Leadership Committee. Additionally, Sylvia serves on the ECSE Professional Development Committee and the ECSE Data Team. Sylvia has been making data driven decisions long before Performance Matters, Collaborative Inquiry and PLCs became standard work in our District. At the District departmental level, Sylvia has served as the primary liaison for the due process IEP data management program, training and mentoring all Special Education staff on the system. Sylvia is the primary “speed dial” number on most, if not all, Special Services staff phonebooks. Congratulations Sylvia!

B. August Employee of the Month – Mary Kay Williams

August Employee of the Month

Community Education was pleased to recommend Mary Kay Williams as the August Employee of the Month. As the Club Y.E.S. Coordinator, Mary Kay is so much to so many, a role model for all of us. She is one of the most positive people in the Wayzata Schools.

Club Y.E.S. is a tremendous resource to so many organizations in our schools and in our community. An example of how it makes a difference can be seen in the Club’s relationship with IOCP, where Y.E.S. students help in countless ways during the year; from sorting school supplies for the Back to School Drive, supervising activities at the annual Sleep Out kickoff, to babysitting children at IOCP while parents are talking with case managers. Mary Kay makes it possible!

Mary Kay exemplifies the spirit of Wayzata Community Education and is an incredible

ambassador for Wayzata High School. Her commitment to community, service and lifelong learning are evident in all that she does. She works tirelessly to ensure Club Y.E.S. is a positive reflection on the Wayzata School District and showcases the talents and great attributes of the participating students.

Mary Kay leads by example...always inclusive, always encouraging. Students LOVE her as she takes time to individually mentor over 800 students. Each year she works with a student leadership team and delegates authority to the team to accomplish goals. She believes in her kids, and they respond by exceeding her expectations. Congratulations Mary Kay!

C. September Employees of the Month – Greenwood Home Base Team

Greenwood Elementary School was pleased to recommend the Greenwood Home Base Team as the September Employees of the Month and provided the following comments regarding their work:

The Home Base team is committed to providing world-class care to our children; before school, midday and after school. The needs of families are a top priority and individual care is given to each and every child. The team is child-centered, positive, professional and nurturing. They can be observed going “above and beyond” on a daily basis, and the faculty and families that work closely with the team will agree that exemplary is their Modus Operandi.

In the rare event that there is a miscommunication with families or plans that change the Home Base team handles those situations with grace and fervor. In one instance last year we had a student that mistakenly traveled home instead of attending Home Base after school. The Home Base team sent two staff members to physically walk the roads and route to the child’s residence to ensure the child’s safe arrival and welfare. In addition to this response a myriad of proactive communication and subsequent updates were provided in real-time to building staff and the family involved. It was above and beyond “textbook” and the comprehensive response is what we’ve come to expect from their team over the years.

They are highly valued and trusted. They work diligently to deliver enriching the learning experiences to children on a daily basis. The Greenwood Home Base staff is truly a model of excellence working synergistically to help all students thrive. On top of all the wonderful things we can say about them...they like to have FUN and instill that in their work each day.

The team consists of: Jessica Baer, Jenna Bjorke, Bryan Bjorlin, Katrina Clark, Renae Connoy, Jeff Hortenbach, Mindy Iverson, Mari Johnson, Corinne Laho, Josh Mahowald, Ashley Meyer, Tanya Rustad, and Sharon Foltz-Ringstrom, Site Leader.

Congratulations to the entire Greenwood Home Base Staff!

D. Wayzata Public Schools 2012-2013 Retirees

Dr. Anderson recognized the following employees who announced their retirement in 2012. He thanked them for their years of service to Wayzata Public Schools and wished them well in their future endeavors.

Wayzata Public
Schools 2012-
2013 Retirees

<u>Name</u>	<u>Position</u>	<u>Years of Service</u>
Mary Jedlicki	Human Resources Secretary, Administration	23 years
Linda Leuer	Paraprofessional, Kimberly Lane	24 years

5. REPORTS FROM ORGANIZATIONS

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

Reports from
Organizations

A. Student Council

Student Council

Mitch Condon, Vice-President of the Student Council, updated the board on recent and upcoming high school activities.

6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

Superintendent's
Reports and
Recommendations

A. Superintendent

Superintendent

Superintendent Chace B. Anderson presented a brief oral report on the start of the 2012-2013 School Year.

B. Teaching and Learning

Teaching and
Learning

1. Summer School Program Updates – B. Wittman, B. Kuendig

Bob Wittman, Director of Community Education, and Bob Kuendig, presented for review a report and PowerPoint that summarized the summer learning opportunities that were available to students and other individuals this summer by Wayzata Public Schools.

C. Finance and Business Services

Finance and
Business Services

1. Monthly Financial Reports

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

Monthly Financial
Reports

- Student Activity Fund Report of July 31, 2012.
- Monthly Financial Reports, which details fund and budget status data as of June 30, 2012 will be reported once the June 30, 2012 audit is complete.

No Board action was required.

2. Scoreboard Update

The Wayzata Booster Foundation is a non-profit corporation whose mission is to raise funds for the promotion of athletics and activities, community building, enhancement of facilities and scholarships to student athletes. The Boosters wanted to supply a scoreboard to the Wayzata Stadium at Wayzata High School for that purpose. The District was also interested in using the Scoreboard without incurring capital expenses in connection with acquisition and construction. The parties agreed that the Scoreboard was to be purchased and installed by the Boosters located on land leased by the District to the boosters for that purpose. The terms and conditions of the use of the Scoreboard were included and approved in a Use Agreement between the Wayzata Booster Foundation and the Wayzata Public Schools in June 2012.

Scoreboard
Update

The Scoreboard has been installed and has been operating at the Wayzata Stadium for several weeks now.

No School Board action is required.

3. Preliminary Levy Limitation and Certification – 2012 Payable 2013

Minnesota Law requires school districts to certify their proposed property tax levy payable in 2013 to the county auditor on or before September 30, 2012. Wayzata had not received the levy data from the Minnesota Department of Education in time for this Board Meeting.

Preliminary Levy
Limitation and
Certification –
2012 Payable
2013

A summary spreadsheet and written analysis of the proposed levy will be provided at a Special Board Meeting prior to September 30th. It is anticipated that the District's total levy will be comparable to the levy that was certified last December.

No School Board action is required.

D. Human Resource Services

Human Resource

1. Approval of the Food Service Contract for 2012-2014

Approval of the
Food Service
Contract for 2012-
2014

The School Board Bargaining Team and the Wayzata Food Service Union have reached an agreement for the 2012-2014 contract. The Union Membership voted on August 14, 2012 and the contract was unanimously ratified. The School Board received a copy of the final language and costing model to review.

Salary schedule improvement was 1.5% for 2012-13 and 1.15% for 2013-14.

The negotiation team members were:

Joan Sable-Lemke, Deb Bowman and Kelly Gibbons for the Food Service unit.

Jay Hesby, Mary Anderson, Kim Harren and Annie Doughty represented the School Board.

The Board expressed appreciation for the collaborative efforts put forth by the negotiation team members throughout the negotiation process. The entire process was one of respect, professionalism and collaboration.

A motion was made by Ms. Peterson to approve the Food Service Contract for 2012-2014 and Ms. Droegemueller seconded the motion. The motion passed unanimously 5-0 as Ms. Cohen left at 8:22p.m.

7. OTHER BOARD ACTION

Other Board
Action

There is no further Board action.

8. AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD

Audience
Opportunity to
Address School
Board

No one came forward.

9. BOARD REPORTS

Board Reports

A. Superintendent Evaluation/Compensation Committee Report

Superintendent
Evaluation-
Compensation
Committee Report

The School Board completed the evaluation of Superintendent Anderson at a Special Work Session on August 28. Susan Gaither, member of the Superintendent Evaluation/Compensation Committee, provided an oral report on the 2011-2012 Superintendent Performance Review.

10. ADJOURN

Adjourn

There being no additional business before the School Board, a motion was made by Ms. Pozin and seconded by Ms. Droegemueller to adjourn the meeting. The motion passed unanimously. Mr. Hesby, Board Chair, adjourned the meeting at 8:37 p.m.

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

INDEPENDENT SCHOOL DISTRICT 284
SUSAN GAITHER, SCHOOL BOARD CLERK

Jay A. Hesby
School Board Chair

Susan Gaither
School Board Clerk

Attachments:

Minutes – August 13, 2012

Miller 32nd Avenue, LLC Lease Agreement

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 10, 2012

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

ITEM: A. Approval of Minutes

COMMENTS BY: Board Clerk Gaither

1. Special Meeting - September 24, 2012

Enclosed for Board review and approval are the minutes of the Special Board Meeting of September 24, 2012.

RECOMMENDED ACTION: Approve the minutes of the Special Board Meeting of September 24, 2012 as presented.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

Official Minutes of Special Meeting

September 24, 2012

The Board of Education Wayzata Public Schools

A Special Meeting of the Board of Education of Wayzata Public Schools was held September 24, 2012, beginning at 4:00 PM at the District Administration Building, 210 County Rd. 101 N., Plymouth, MN 55447.

1. CALL TO ORDER

Call to Order

A Special Meeting of the Board of Education of Independent School District 284 was convened on Monday, September 24, 2012 at 4:00 p.m., in the Board Room of the District Administration Building, 210 County Road 101 North, Plymouth, Minnesota, pursuant to due notice.

The meeting was called to order by Board Chair, Mr. Jay Hesby, and Susan Gaither, Board Clerk, called the roll. The following School Board members were present: Ms. Linda Cohen, Ms. Susan H. Droegemueller, Ms. Susan Gaither, Mr. Jay Hesby, Mr. John Moroz, Ms. Carter G. Peterson, Ms. Cheryl Polzin, and Dr. Chace B. Anderson, Superintendent of Schools and Ex Officio member of the School Board. School Board members absent: No one.

Others Present: Colleen Erickson, Jim Westrum, Annie Doughty, Jill Johnson, Stacey Lachner, Jodi Olson and Amy Parnell.

2. ANNUAL ACHIEVEMENT REPORT

Annual Achievement
Report

School Districts are required by State Statute to make available to the public an annual report on curriculum and instruction. Attached, for your approval, is the annual report for the Wayzata Public Schools, which is due by October 1, 2012. The data for the report was presented to the Board at their work session on August 27, 2012.

A motion was made by Ms. Cohen to approve the Annual Achievement Report as recommended and Mr. Moroz seconded the motion. The motion passed unanimously 7-0.

3. MASTER LEASE PURCHASE AGREEMENT – APPLE INC.

Master Lease
Purchase Agreement –
Apple Inc.

The Wayzata Public Schools desires to enter into a Master Lease Purchase Agreement with Apple Inc., for the purpose of acquiring and financing iPads for the District's MyWay initiative.

The terms and conditions are included within the Master Lease Purchase Agreement as presented. Highlights included the term to begin October 2, 2012, with a 3 year term and an effective interest rate of 0.09%. Apple Inc. has a state contract in place and thus, the District is in compliance with the state bid laws.

There are several advantages of utilizing this lease purchase agreement for the acquisition and financing of iPads. In addition to these advantages, the annual payments will match the expenditures with the annual technology levy revenue, which is the primary funding source.

The School Board approved the 2012-2013 budget at its June 11, 2012 meeting and the annual outlay is within the budget approved at that time.

A motion was made by Ms. Peterson to approve the Master Lease Purchase Agreement – Apple Inc. and Ms. Cohen seconded the motion. A roll call vote was taken and the following voted in favor thereof: Ms. Linda Cohen, Ms. Susan Droegemueller, Ms. Susan Gaither, Mr. John Moroz, Ms. Cheryl Polzin, and Mr. Jay Hesby, and the following voted against the same: No one. Therefore, the motion passed on a 7-0 vote.

4. PRELIMINARY LEVY LIMITATION AND CERTIFICATION – 2012 Payable 2013

Preliminary Levy
Limitation and
Certification – 2012
Payable 2013

Minnesota Law requires school districts to certify their proposed property tax levy payable in 2013 to the county auditor on or before September 30, 2012. We have recently received the levy data from the Minnesota Department of Education and are analyzing the details. A summary spreadsheet and a written analysis of the proposed levy will be discussed at the Board Meeting. The Minnesota Department of Education is still in the process of making computer program changes and will be providing school districts with updated reports through October 5, 2012.

While most components of the levy are materially accurate and complete, the Administration recommended that the Board levy a preliminary amount in all funds. If the Board approves the maximum allowed, the county auditor will automatically include any positive adjustments in the levy. Otherwise, the final levy amount cannot exceed the preliminary levy amount, except for some very limited exceptions.

The School Board will set the final levy certification amounts at its Regular Board meeting in December.

A motion was made by Ms. Peterson to approve the Preliminary Levy Limitation and Certification 2012 Payable 2013 and Ms. Cohen seconded the motion. The motion passed unanimously 7-0.

7. ADJOURN

Adjourn

There being no additional business before the School Board, a motion was made by Mr. Moroz and seconded by Ms. Cohen to adjourn the meeting. The motion passed unanimously. Mr. Hesby, Board Chair, adjourned the meeting at 4:27 p.m.

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

INDEPENDENT SCHOOL DISTRICT 284
SUSAN GAITHER, SCHOOL BOARD CLERK

Jay A. Hesby
School Board Chair

Susan Gaither
School Board Clerk

Attachments:

Master Lease Purchase Agreement – Apple Inc.

Preliminary Levy Limitation and Certification – 2012 Payable 2013

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

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

ITEM: B. Emergency Procedures Manual Update

COMMENTS BY: Superintendent Anderson

The Wayzata Public Schools Communication Department, working in conjunction with the identified committee responsible for the District's Emergency Procedures Manual (EPM), recently completed a review and update process to bring the document into current compliance with state and federal recommendations for safety procedures.

Stakeholders in this process, including Buildings and Grounds, Special Education, Community Education, Teaching Staff and Communications, conducted a thorough review of the Emergency Procedures Manual. The entire EPM was revised during the 2011-12 school year to meet current state and federal guidelines. During the October 2012 review, minor edits and updates were made, but no significant changes to procedures were initiated. The committee will meet again in October, 2013 for the annual review process.

RECOMMENDED ACTION: Approve the Emergency Procedures Manual Update for the 2012 – 2013 School Year.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

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

ITEM: C. Finance and Business Services

COMMENTS BY: Mr. Westrum

Finance and Business Recommendations

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

Monthly Bills

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

General Checking Account for September 2012	\$ 4,919,399.40
Wire Transfer for August 20112	\$ 32,947,143.00

RECOMMENDED ACTION: Authorize payment as recommended.

Acknowledgement Of Contributions

Minn. Stat. 465.03 - GIFTS TO MUNICIPALITIES.

“Any city, county, school district or town may accept a grant or devise of real or personal property and maintain such property for the benefit of its citizens in accordance with the terms prescribed by the donor. Nothing herein shall authorize such acceptance or use for religious or sectarian purposes. Every such acceptance shall be by resolution of the governing body adopted by a two-thirds majority of its members, expressing such terms in full.”

THEREFORE; the Executive Director of Finance and Business Services recommends the following Resolution:

BE IT RESOLVED by the School Board of Independent School District No. 284 that the School Board accepts with appreciation the following gifts, which are in compliance with current District policy and guidelines:

Amount	Donated By	Purpose
\$ 69.00	Scott McCann and Wells Fargo	Educational Matching Gift Program
92.32	Denise Dau and Wells Fargo	Educational Matching Gift Program
151.46	Karl Hoffmann, Mark and Susan Ryshavy and Wells Fargo	Educational Matching Gift Program
375.00	Wayzata Music Education Boosters	Debate Team Judson Donation
2,000.00	Kimberly Lane Elementary PTA	Field trip support
3,476.40	Target	East Middle School - Take Charge of Education Program
3,697.39	Target	Central Middle School - Take Charge of Education Program
5,000.00	Wayzata Music Education Boosters	Purchase instruments for the Orchestra Department
5,702.74	Target	Gleason Lake Elementary - Take Charge of Education Program
6.363.82	Oakwood Elementary PTA	Grants for teachers and students
<u>TOTAL</u>		
\$26,928.13		

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

Motion by: _____ ROLL CALL Passed _____

Second by: _____ VOTE Failed _____

WAYZATA PUBLIC SCHOOLS				
MONTHLY CHECK DISBURSEMENT SUMMARY				
SEPTEMBER 2012				
CHECK	VENDOR	DESCRIPTION	DATE	AMOUNT
372381	AREA MECHANICAL INC	WMS-REPLACE BOILER 8/31/12	9/11/2012	467,799.00
372363	NORTHWESTERN MUTUAL LIFE	EMPLOYER SPONSORED LIFE INS-ANNUAL 12-13	9/6/2012	412,818.35
372422	KUE CONTRACTORS INC	EMS-8/30/12 PROJ#112166	9/11/2012	378,649.00
372421	KUE CONTRACTORS INC	EMS-7/30/12 PROJ#112166	9/11/2012	272,191.00
372529	CDW GOVERNMENT, INC	WIRELES EXPANSION	9/14/2012	269,202.78
372377	ALBERS MECHANICAL SERVICES INC	GW-REPLACE BOILER 8/31/12	9/11/2012	153,727.50
372440	MINT ROOFING INC	WMS & AD-REPLACE ROOFS	9/11/2012	143,549.75
372443	MN ROADWAYS COMPANY	CMS-T & F DRAINAGE 7/1/12-7/31/12	9/11/2012	132,411.00
372778	PUBLIC EMPLOYEES RETIREMENT ASSN	PAYROLL ACCRUAL	9/28/2012	121,136.07
372537	FIRST STUDENT, INC	TRANSPORTATION	9/14/2012	104,770.80
372469	TARGET COMMERCIAL INTERIORS	HS-REPLACE FLOORING	9/11/2012	104,284.00
372589	XCEL ENERGY	MONTHLY ENERGY	9/14/2012	100,154.33
372808	D & G ELECTRIC INC	EMS-REPLACE LIGHTS 8/31/12	9/28/2012	98,461.80
372349	ISD #284	NET AUGUST EDUTRACK ACTIVITY	9/6/2012	96,244.31
372702	JPMI CONTRUCTION CO	FLC-RELOCATE KNGN #122102 8/31/12	9/20/2012	93,957.56
372587	WOLD ARCHITECTS AND ENGINEERS	OW-ADD PHASE 1 #122071	9/14/2012	87,822.75
372500	PUBLIC EMPLOYEES RETIREMENT ASSN	PAYROLL ACCRUAL	9/14/2012	80,997.06
372753	TARGET COMMERCIAL INTERIORS	GW-FLOORING	9/20/2012	65,940.00
372567	PERFORMANCE MATTERS	CMS-HOSTING SERV 10/15/12-10/14/13	9/14/2012	59,380.00
372492	ING	PAYROLL ACCRUAL	9/14/2012	57,244.47
372399	D & G ELECTRIC INC	SH-REPLACE LIGHTS #112178	9/11/2012	50,196.87
372769	ING	PAYROLL ACCRUAL	9/28/2012	47,792.69
372855	MN ROADWAYS COMPANY	EMS-COURTYARD IMPROVEMENTS	9/28/2012	46,775.00
372398	D & G ELECTRIC INC	KL-LIGHT POLE REPLACEMENT	9/11/2012	45,600.00
372539	GLEWWE DOORS, INC.	EMS exterior door replacement project	9/14/2012	42,884.99
372367	STEELE FITNESS INC	CMS FITNESS BIKES	9/6/2012	39,984.30
700020	DISCOVERY EDUCATION	ANNUAL VIDEO STREAMING	9/18/2012	31,863.09
372439	METRO EARTHWORKS INC	GW STORM SEWER IMPROVEMENTS	9/11/2012	28,595.00
372505	AIRPORT TAXI, INC (WAS	TRANSPORTATION	9/14/2012	28,038.00
372453	PHASOR ELECTRIC CO	BV-REPLACE LIGHTING PROJ#112171	9/11/2012	27,692.50
372414	INSPEC, INC.	HS EXT WI REHAB #212318.2	9/11/2012	27,011.97
372573	SHI INTERNATIONAL CORP	ANNUAL MICROSOFT FEES AGREEMENT 8/1/12-7/31/12	9/14/2012	26,841.00
372479	WOLD ARCHITECTS AND ENGINEERS	OW-TOILET RM UPGRADE #122059	9/11/2012	26,110.09
372419	JPMI CONTRUCTION CO	ARENA-FIRE SYSTEM 8/31/12	9/11/2012	25,725.05
372444	MN ROADWAYS COMPANY	CMS-TENNIS COURTS REHAB 8/1/12-8/31/12	9/11/2012	25,607.25
372772	MET LIFE C/O FASCORE, LLC	PAYROLL ACCRUAL	9/28/2012	20,808.50
372860	NORTHWEST SHEET METAL	WMS-REPLACE ROOF PROJECT	9/28/2012	20,276.00
372697	INSPEC, INC.	OW-ADDITION #212563	9/20/2012	18,583.93
372691	HOCKENBERGS	CUL EXP-CARTS & SERVING EQUIPMENT	9/20/2012	18,579.13
372495	MET LIFE C/O FASCORE, LLC	PAYROLL ACCRUAL	9/14/2012	18,294.82
700022	MC GRAW HILL COMPANIES	PC-SUPPLIES	9/18/2012	17,888.85
372700	JAN LASSERUD CONSTRUCTION INC	WMS-STAGE CHAIR LIFT #112058 8/29/12	9/20/2012	17,522.95
372385	AUTOMATED LOGIC CONTRACTING SVCS INC	HS BAS REPLACEMENT	9/11/2012	17,047.75
372302	ELECTRONIC COMM SYSTEMS LLC	MDE#10870 KL-FIRE ALARM UPGRADE #2	9/4/2012	16,568.25
372854	MN ROADWAYS COMPANY	OW-NEW ADD'N-TEMP DRIVE	9/28/2012	16,009.20
372638	CITY OF PLYMOUTH - FINANCE DEPT	BV-WATER	9/19/2012	15,699.76
372314	K12 TRANSPORTATION MGMT SVCS INC	TRANSPORTATION	9/4/2012	15,333.00
372811	DIVERSIFIED SNACK DISTRIBUTION INC	GROCERIES	9/28/2012	15,279.31
372897	LIFE INSURANCE CO OF NORTH AMERICA	INS TRACKING BILLING	9/28/2012	14,976.97
372886	TRIO SUPPLY CO	SERVING SUPPLIES	9/28/2012	14,923.07
372461	RIVERPORT INS CO	DEDUCTIBLE BILLING WORKERS' COMP	9/11/2012	14,844.93
372643	STAPLES	AD-SUPERINTENDENT CONFERENCE TABLE	9/19/2012	14,420.85
372719	MN ROADWAYS COMPANY	GL-ASPHALT OVERLAY	9/20/2012	13,788.00
372300	DUFFEY PAPER, C. J.	PAPER-INVENTORY	9/4/2012	13,665.96

372780	SCHOOL SERVICE EMPLOYEES	PAYROLL ACCRUAL	9/28/2012	13,656.74
372767	AMERICAN CENTURY	PAYROLL ACCRUAL	9/28/2012	13,650.38
372310	JESSEN PRESS INC	CMS-HOMEWK BROCHURE	9/4/2012	13,476.60
700023	METRO ATHLETIC SUPPLY	EMS-PE APPAREL	9/18/2012	12,757.50
372695	INSIGHTS NORTH AMERICA INC	WKSP-9/12 AD	9/20/2012	12,750.00
372490	AMERICAN CENTURY	PAYROLL ACCRUAL	9/14/2012	12,680.05
372431	LOFFLER COMPANIES INC	BV COPIER BLANKET	9/11/2012	12,173.68
372790	BIX PRODUCE CO	GROCERIES	9/28/2012	11,842.35
372526	ATOMIC LEARNING, INC	ANNUAL SUBSCRIPTION-SITE LICENSE 9/1/12-8/31/13	9/14/2012	11,255.00
372824	HAMLIN CONSTRUCTION INC	OW-RESTRM IMPROVEMENTS 8/31/12 #122059	9/28/2012	10,880.35
372603	CENTRAL WOOD PRODUCTS	MDE#10842 GW-TOPOFF	9/19/2012	10,802.50
372582	TRUGREEN	PC-LAWN SERV	9/14/2012	9,557.00
372832	HOCKENBERGS	MDE#20942 EMS-COLD CART	9/28/2012	9,110.66
700021	MC GRAW HILL COMPANIES	OW-MATH JOURNALS	9/18/2012	9,031.85
372406	HALL CO, W. L.	IOCP-PROJ#0810583A	9/11/2012	8,896.00
372867	RAV TECHNOLOGIES	CMS-INSTALL NEW CLASSRM TECH	9/28/2012	8,838.00
372877	SPUNKMEYER INC., OTIS	GROCERIES	9/28/2012	8,799.20
372758	US ENERGY SERVICES, INC	ENERGY-AUG 2012	9/20/2012	8,105.91
372386	AUTOMATED LOGIC CONTRACTING SVCS INC	HS BAS REPLACEMENT	9/11/2012	7,946.75
372825	HANUS ENTERPRISES,LLP	FACILITY LEASE AGREEMENT	9/28/2012	7,900.22
372835	INSPEC, INC.	EMS/CMS-EXT WI REHAB #212317.2	9/28/2012	7,889.72
372294	CEL PUBLIC RELATIONS, INC.	AD-WEBSITE MODIF'N PROJECT FEE-PHASE II	9/4/2012	7,682.50
372657	ACTION DIRECT SECURE COMMUNICATION	CUL EXP-PIN LETTER	9/20/2012	7,143.78
372895	CORPORATE HEALTH SYSTEMS INC	PAYROLL ACCRUAL	9/28/2012	6,990.30
372809	DENNY'S 5TH AVENUE BAKERY	GROCERIES	9/28/2012	6,972.44
372454	PRO-TEC DESIGN	BV-REPLACE SECURITY SYSTEM-MATERIALS	9/11/2012	6,456.36
700042	METRO ATHLETIC SUPPLY	ATH-EQUIPMENT	9/28/2012	6,159.60
372726	PAMS LUNCHROOM LLC	SERVICE-AUGUST 2012	9/20/2012	6,099.60
372891	US FOODS CULINARY E & S	DIST-KITCHEN SUPPLIES #H0011568	9/28/2012	6,066.25
372619	LEARNING FORWARD MN	REPORT CARD WKSP 10/12	9/19/2012	6,000.00
372533	EATON CORPORATION	TECH-UPS BATTERY MAINT 8/1/12-8/1/13	9/14/2012	5,939.14
372506	AUDIO LOGIC SYSTEMS	CMS-AUDITORIUM (PARTIAL)	9/14/2012	5,863.00
372308	HOUSE OF PRINT	PROF SERV-CED ADULT	9/4/2012	5,833.32
372594	ALLIED WASTE SERVICES #894	DIST-SERVICE	9/19/2012	5,710.60
372694	INNOVATIVE OFFICE SOLUTIONS	CMS-CAFETERIA TABLES	9/20/2012	5,581.80
372896	LIFE INSURANCE CO OF NORTH AMERICA	INS TRACKING BILLING	9/28/2012	5,456.06
372501	SCHOOL SERVICE EMPLOYEES	PAYROLL ACCRUAL	9/14/2012	5,255.22
372605	CENTURY LINK BUSINESS SERVICES	AUG INTERNET #65524438	9/19/2012	5,054.00
372289	ALLEGRA PRINT & IMAGING	BUS HANDBKS	9/4/2012	5,035.23
372861	OLSEN FIRE PROTECTION, INC	MDE#10867 DIST-SPRINKLER INSP'NS	9/28/2012	4,990.00
372487	MN STATE HIGH SCHOOL LEAGUE	ATH-YRLY SERVICE FEES	9/13/2012	4,969.00
372555	LIFETIME FITNESS, INC.	LOCKER RM RENTAL-OCT 12	9/14/2012	4,919.30
372508	BRIH DESIGN	WMS-CONT SERV 5/12	9/14/2012	4,868.75
372698	ISD #281-ROBBINSDALE SCHOOLS	MEALS-CAMP SUNSET	9/20/2012	4,743.00
372366	STAPLES	OW-VERTICAL FILE CABINETS	9/6/2012	4,724.26
372796	BROWN'S ICE CREAM CO	GROCERIES	9/28/2012	4,694.94
372566	PARALLEL TECHNOLOGIES INC	CMS-WIRING FOR EDK	9/14/2012	4,675.61
372869	RICHFIELD BUS CO	ATH-G SOCCER 8/31 & 9/1	9/28/2012	4,600.00
372563	NCELL SYSTEMS INC	PROF SERV	9/14/2012	4,500.00
372569	SCHOOLWIRES INC	WEB DESIGN	9/14/2012	4,500.00
372676	EGAN COMPANY	IOCP-DATA CIRCUITS	9/20/2012	4,464.00
372627	MN DEPT OF EDUCATION	FINAL PERKINS PAY BACK	9/19/2012	4,431.47
372818	ENVIROBATE	MDE#19477-OW, GW,GW, SH,WMS	9/28/2012	4,390.00
372889	TURNING TECHNOLOGIES LLC	RESPONSE CARD	9/28/2012	4,261.47
372666	BOELTER COMPANIES	ALL SCHOOLS-TRAYS	9/20/2012	4,230.00
700033	SCHOOL SPECIALTY	PC-SUPPLIES	9/18/2012	4,169.91
372783	ALLEGRA PRINT & IMAGING	DIST CENSUS MAILING	9/28/2012	4,120.83
372517	MAIN LINE TRANSPORTATION INC (MTI)	TRANSPORTATION	9/14/2012	4,095.19
372472	VANTAGE PAINTING CO	GW-PAINT	9/11/2012	4,062.50
372525	ASPEX SOLUTIONS	TEACHER & JOB INTEGRATION 9/11/12-9/11/13	9/14/2012	4,050.00

372850	MILLER 32ND AVE, LLC	RENT & TAXES	9/28/2012	4,020.87
372761	WOLD ARCHITECTS AND ENGINEERS	CMS-FLC REMOD #122102	9/20/2012	3,952.98
372576	SUNDE LAND SURVEYING, LLC	SH-NEW ADD SURVEY-8/23	9/14/2012	3,859.20
372829	HENN CNTY INFO TECHNOLOGY	SERVICE JULY 12-DEC 12	9/28/2012	3,741.12
700036	TEAM SPORTING GOODS, INC	ATH-SUPPLIES	9/18/2012	3,695.00
372682	FUZZY DUCK DESIGN/IMAGEBAY INC	PROF SERVICE	9/20/2012	3,593.00
372585	WAYZATA, CITY OF	WMS-WATER/SEWER	9/14/2012	3,520.67
372631	NATL URBAN ALLIANCE	PROF SERVICE 8/28/12	9/19/2012	3,500.00
372527	AUDIO LOGIC SYSTEMS	CMS-AUDITORIUM	9/14/2012	3,405.00
700037	TEAM SPORTING GOODS, INC	ATH-T BALLS	9/18/2012	3,376.80
372781	ADVANCE PIERRE FOODS	GROCERIES-CUST#602590	9/28/2012	3,313.40
372661	ANDERSEN INC., EARL F.	EMS-LETTERS & SIGNS	9/20/2012	3,288.61
372828	HASTINGS CO-OP CREAMERY CO	DAIRY PRODUCTS-8/12	9/28/2012	3,284.12
372654	CENTER POINT ENERGY	WMS-METER SET	9/20/2012	3,247.42
372803	COMMERCIAL KITCHEN SERVICES	WMS-MAINT STEAM EQUIPMENT	9/28/2012	3,213.13
372590	XSPORTS	ATH-EQUIPMENT	9/14/2012	3,100.00
372765	CITY OF PLYMOUTH - FINANCE DEPT	SH ADDITION-APPLICATION FEES	9/21/2012	3,000.00
372878	STAPLES	GL-REMODEL HEALTH OFFICE	9/28/2012	2,998.10
700012	APPLE INC	MACBOOK PROS FOR TECH	9/18/2012	2,997.00
372583	UNDERGROUND PIERCING, INC	ATH-INSTALL SCOREBRD CONDUIT	9/14/2012	2,995.00
700017	APPLE INC	IPADS FOR WHS	9/18/2012	2,994.00
372301	ECM PUBLISHERS, INC	PRINT COMMUNICATOR	9/4/2012	2,911.74
372885	TITAN ENERGY SYSTEMS	MDE#10866 KL-GENERATOR INSP'N	9/28/2012	2,890.11
372782	AIRPORT TAXI, INC (WAS	TRANSPORTATION	9/28/2012	2,874.00
372755	TOP ECHELON CONTRACTING	SP ED SPL 9/7/12	9/20/2012	2,863.50
700034	TEAM SPORTING GOODS, INC	ATH-FB EQUIPMENT	9/18/2012	2,856.00
372604	CENTURY LINK	MONTHLY SERV-8/12	9/19/2012	2,823.61
372805	CORPORATE HEALTH SYSTEMS INC	FLEX PROCESS-9/12	9/28/2012	2,816.16
372649	VEBEROD GEM GALLERY	HS-SUPPLIES	9/19/2012	2,799.93
372299	CORPORATE HEALTH SYSTEMS INC	FLEX PROCESS-8/12	9/4/2012	2,793.45
372309	INTERMEDIATE DIST 287	CATERING-TRAINING 8/13-8/15	9/4/2012	2,780.88
372800	COMMAND CENTER INC	SERVICE	9/28/2012	2,749.68
372868	RENAISSANCE LEARNING, INC	SH-HOSTING SUBSCRIPTION	9/28/2012	2,729.82
700032	SCHOOL SPECIALTY	CMS/PC K CHAIRS - NEW KDG CLASSROOMS	9/18/2012	2,674.80
700031	SCHOOL SPECIALTY	CMS STUDENT CHAIRS	9/18/2012	2,646.84
372793	BLICK ART MATERIALS	CMS-ART SUPPLIES	9/28/2012	2,597.79
372653	XEROX CORPORATION	CE COPIER BLANKET	9/19/2012	2,584.39
372521	WORKS COMPUTING	PROF SERV	9/14/2012	2,560.00
372351	LAKESHORE LEARNING MATERIALS	PC SUPPLIES	9/6/2012	2,485.15
372749	SKYWARD USERS CONFERENCE OF MN	CONFERENCE	9/20/2012	2,450.00
372859	NORTH SHORE GYM SALES	CMS-GYM MATS	9/28/2012	2,353.00
372592	ADATH JESHURUN CONGREGATION	CED-DIST WELCOME BACK	9/19/2012	2,351.96
372545	HIRSHFIELD'S PAINT	DIST-PAINT	9/14/2012	2,279.59
372365	POSTMASTER	POSTAGE-CENSUS	9/6/2012	2,105.38
372831	HI-TECH REFRIGERATION	CSF- REAR EVAPORATOR REPAIR	9/28/2012	2,090.01
372383	AUER STEEL & HEATING SUPPLY CO	CMS-COMPRESSOR	9/11/2012	2,064.00
372887	TROPICANA CHILLED DSD	BEVERAGES-CUST#124737	9/28/2012	2,027.80
372672	CTB, INC	GL-K RM CABINETS	9/20/2012	2,014.50
372320	META 13 INC	PROF SERV	9/4/2012	2,000.00
372446	MOORE, PAUL	PROF SERVICE	9/11/2012	2,000.00
372509	BUILDING RESTORATION CORP	EMS & CMS-MASONRY RESTORATION	9/14/2012	2,000.00
372635	PERFORMANCE MATTERS	CONFERENCE	9/19/2012	1,975.00
372613	GRAINGER INC., W. W.	CMS-SUPPLIES	9/19/2012	1,956.29
372404	FILTRATION SYSTEMS INC	EMS-FILTERS	9/11/2012	1,955.95
372743	SCHMITT MUSIC CO	CMS-INST REPAIR	9/20/2012	1,940.40
372520	TITAN ENERGY SYSTEMS	MDE#00451 GW-GENERATOR INSP'N	9/14/2012	1,935.00
372773	MN CHILD SUPPORT - PAYMENT CTR	PAYROLL ACCRUAL	9/28/2012	1,930.79
372561	MP NEXLEVEL LLC	LOCATES-7/12	9/14/2012	1,925.68
372646	TIME FOR KIDS	KL-14 SUBSCRIPTIONS 3-4	9/19/2012	1,908.40
372552	HOME DEPOT/GECF	PC-SUPPLIES	9/14/2012	1,862.47

372329	STAPLES	CMS-A412 FURNITURE	9/4/2012	1,862.46
372473	WATER SPECIALTY OF MN, INC	WMS-POOL SUPPLIES	9/11/2012	1,859.83
700035	TEAM SPORTING GOODS, INC	ATH-BB APPAREL	9/18/2012	1,858.00
700029	SCHOLASTIC INC	ANNUAL HOSTING FOR READ 180	9/18/2012	1,800.00
372659	ALLEGRA PRINT & IMAGING	CUL EXP-POSTERS & LABLES	9/20/2012	1,784.00
372763	YOUTH FRONTIERS, INC	PC-HONOR RETREAT BALANCE	9/20/2012	1,740.00
372387	FREDERICK BETHKE VIOLINS LLC	MS-ORCH INST REPAIR	9/11/2012	1,733.00
372795	BRIGHTER IMAGE, A	CAFE AWNING CLEANING	9/28/2012	1,700.00
372357	MINNESOTA LETTERPRESS	HS-PHONE MAGNETS	9/6/2012	1,664.00
372412	HOUSE OF PRINT	PROF SERV-CED YOUTH WISHES	9/11/2012	1,655.00
372606	CHILDREN'S HOSPITALS AND CLINICS OF MN	SP ED-ESY SPL	9/19/2012	1,630.00
372516	ISD #625-ST PAUL SCHOOLS	TUITION 11-12	9/14/2012	1,617.72
372738	ROOT-O-MATIC	WMS-SERVICE	9/20/2012	1,600.00
372558	LORETTO AUTO RECONDITION	REPAIR 2002 FORD	9/14/2012	1,595.84
372564	OSP INC/OUT SOURCE PROJECTS	HNPW WEST PERKINS-COORDINATOR 8/1/12-9/6/12	9/14/2012	1,575.00
372600	APPLE INC	BLANKET PO FOR APPLE REPAIRS FOR 12/13	9/19/2012	1,543.60
372336	YOUTH FRONTIERS, INC	EMS-DEPOSIT 7TH GR RETREAT 10/24/12	9/4/2012	1,500.00
700015	APPLE INC	IPADS FOR SPED	9/18/2012	1,497.00
372843	LANDS BEST FOODS, LLC	GROCERIES	9/28/2012	1,461.10
372710	LOFFLER COMPANIES, INC	HR COPIER BLANKET	9/20/2012	1,409.95
372424	LILLIE, KEVIN	GL-PAINT	9/11/2012	1,400.00
372616	ISD #270-HOPKINS SCHOOLS	TRANSPORT RENT 9/12	9/19/2012	1,362.83
372730	PHASOR ELECTRIC CO	EMS-KITCHEN BOX COVERS	9/20/2012	1,347.60
372470	TRANE U.S. INC.	EMS-COMPRESSOR SERVICE	9/11/2012	1,315.47
121300255	FILDES, LORI	REIMBURSE	9/26/2012	1,302.67
372407	HANG SAFE HOOKS	GW-SUPPLIES	9/11/2012	1,294.18
372450	PAINTERS GEAR, INC	DIST-SUPPLIES	9/11/2012	1,293.64
700047	TEAM SPORTING GOODS, INC	ATH-BBB APPAREL	9/28/2012	1,292.25
700049	TEAM SPORTING GOODS, INC	ATH-BBB APPAREL	9/28/2012	1,291.14
700046	TEAM SPORTING GOODS, INC	ATH-BBB APPAREL	9/28/2012	1,265.00
700014	APPLE INC	IPADS FOR BUILDINGS & GROUNDS	9/18/2012	1,258.00
372417	JENSEN, SCOTT	MS-ORCH INST REPAIR	9/11/2012	1,255.95
372369	TOP ECHELON CONTRACTING	SP ED SPL 8/17/12	9/6/2012	1,242.00
372364	PERFORMANCE EXCELLENCE NETWORK	AD-MEMBERSHIP	9/6/2012	1,200.00
372732	QUALITY RESOURCE GROUP, INC	CUL EXP-APRONS	9/20/2012	1,199.20
700044	ORANGE TREE EMPLOYMENT SCREENING	PROF SERV 9/30/12	9/28/2012	1,199.00
121300268	OLSON, JODI	REIMBURSE	9/26/2012	1,194.50
372496	MN CHILD SUPPORT - PAYMENT CTR	PAYROLL ACCRUAL	9/14/2012	1,183.09
372523	AIRPORT TAXI, INC (WAS	TRANSPORT	9/14/2012	1,158.00
372799	COLLEGE TOWN PIZZA INC #1937	PIZZA	9/28/2012	1,155.00
372323	PHASOR ELECTRIC CO	MDE#10870 KL-FIRE ALARM SYSTEM	9/4/2012	1,150.95
700048	TEAM SPORTING GOODS, INC	ATH-BBB APPAREL	9/28/2012	1,150.00
372455	QUALITY BLENDING	OW-SUPPLIES	9/11/2012	1,145.80
372812	DVM PIZZA, INC	PIZZA	9/28/2012	1,137.50
372416	JEFF'S S.O.S. DRAIN AND SEWER CLEANING	GW-REPLACE STORM SEWER	9/11/2012	1,100.00
700019	APPLE INC	MACBOOK FOR TECH	9/18/2012	1,099.00
372756	TWIN WEST CHAMBER OF COMMERCE	LEGISLATIVE BREAKFAST SERIES-CA	9/20/2012	1,080.00
372384	AUTOMATED LOGIC CORP	AD-RTU SERV-REPLACE ROOF	9/11/2012	1,064.38
372759	VALLEY HIGH SCHOOL	HS-DEBATE 9/29-10/1	9/20/2012	1,035.00
372346	GEARITY, ANNE	PROF SERV	9/6/2012	1,020.00
372397	COMMAND CENTER INC	SERVICE	9/11/2012	1,009.74
372798	COCA-COLA REFRESHMENTS	POP DELIVERY	9/28/2012	1,004.40
372853	MIXMI BRANDS INC	HS & MS-FROZEN YOGURT	9/28/2012	1,001.00
372899	POSTMASTER	DEPOSIT-RETURN MAIL BR 118-001	9/28/2012	1,000.00
372515	ISD #283-ST LOUIS PARK SCHOOLS	REVISED FINAL PERKINS DRAW DOWN 11-12	9/14/2012	988.89
372865	ORONO COMMUNITY EDUCATION	CED-CLASSES	9/28/2012	988.40
372423	KULLY SUPPLY INC	WMS-PLUMBING SUPPLIES	9/11/2012	957.02
372575	SOUTH LAKE DESIGN	GL-BLINDS	9/14/2012	955.66
121300228	SLATER, CURTIS	REIMBURSE	9/12/2012	954.97
372293	CALCULATORS, INC	OW-CALCULATORS	9/4/2012	950.58

372593	ALLEGRA PRINT & IMAGING	AD-BUS CARDS CW	9/19/2012	949.93
121300171	FILDES, LORI	REIMBURSE	9/5/2012	943.20
372849	MEYER & NJUS, PA ATTORNEYS	PAYROLL GARNISH	9/28/2012	940.96
121300192	NARVESON, CAROLYN	REIMBURSE	9/11/2012	936.64
372442	MN ASSN OF SECONDARY SCHOOL PRINCIPALS	HS-MEMBERSHIP 12-13 SB	9/11/2012	932.00
700027	SCHOLASTIC INC	ANNUAL HOSTING FOR READ 180	9/18/2012	900.00
700028	SCHOLASTIC INC	ANNUAL HOSTING FOR READ 180	9/18/2012	900.00
372476	WIGEN COMPANIES INC	HS-SERV WATER SOFTENER	9/11/2012	886.00
372670	COMMERCIAL DOOR SYSTEMS, INC	WMS-LOCKSMITHING	9/20/2012	883.00
372354	MERGES, JOHN	PROF SERV	9/6/2012	880.00
372341	BRIH DESIGN	SH-CONT SERV 7/12	9/6/2012	878.75
372360	MN ELEM SCH PRINCIPAL'S ASSN	MEMBERSHIP	9/6/2012	877.00
372597	AMERICAN C.P.R. & FIRST AID, INC	CED-HB 8/24/12	9/19/2012	870.00
372297	COMMUNICATION MAILING SERVICES	TRANSPORT MAILING	9/4/2012	860.81
372452	PHASOR ELECTRIC CO	BV-RESTRM ELEC	9/11/2012	860.00
372848	MESSERLI & KRAMER, PA	GARNISH PAYROLL	9/28/2012	832.59
700026	ORANGE TREE EMPLOYMENT SCREENING	PROF SERV 9/15/12	9/18/2012	829.50
372305	HAHN, R.N.,PHN, MICHELLE	CONSULT SERV	9/4/2012	825.00
121300212	JASPER, LEAANNE	REIMBURSE	9/12/2012	825.00
372727	PARALLEL TECHNOLOGIES INC	EMS-CABLES	9/20/2012	814.20
372751	STAPLES	PC-SUPPLIES	9/20/2012	808.88
372348	INTERMEDIATE DIST 287	LEGAL SERVICES-7/12	9/6/2012	806.40
372588	WORKS COMPUTING	PROF SERV	9/14/2012	800.00
372881	STAPLES	PC-TAX CREDIT MEMO	9/28/2012	788.36
372871	SHAMROCK GROUP	HS-SLUSHY SUPPLIES CUST#03293	9/28/2012	784.50
372815	ECOLAB PEST ELIMINATION DIV	HS-PEST CONTROL	9/28/2012	777.92
372291	ARUX SOFTWARE	CED-MONTHLY SOFTWARE FEE 7/12	9/4/2012	775.00
372788	ARUX SOFTWARE	CED-MONTHLY SOFTWARE FEE 8/12	9/28/2012	775.00
372591	ACADEMIC HALLMARKS	KNOWLEDGE MASTER 12-13	9/19/2012	772.00
372535	ECOLAB PEST ELIMINATION DIV	GW-PEST CONTROL	9/14/2012	767.12
372656	CITY OF PLYMOUTH - FINANCE DEPT	SH ADD-PLAN REVIEW	9/20/2012	765.00
372801	COMMERCIAL DOOR SYSTEMS, INC	CMS-REPLACE DR & HDWR PROJECT	9/28/2012	750.00
372411	HOUSE OF NOTE	CMS-ORCH INST REPAIR	9/11/2012	745.00
372471	US ENERGY SERVICES, INC	ENERGY-SEPT 2012	9/11/2012	743.00
372689	HAMEL BUILDING CTR	CSF-SUPPLIES	9/20/2012	740.52
372507	BRAUN INTEREC CORP	PROF SERV THRU 5/18/12	9/14/2012	726.00
372536	FERGUSON ENTERPRISES, INC #1657	WMS-SUPPLIES	9/14/2012	725.84
372295	CLASSROOM DIRECT	PC-SUPPLIES	9/4/2012	723.44
372722	THE MPX GROUP	HS-IS & TAP BROCHURES	9/20/2012	704.79
372704	KOEPP, JOSHUA	CED-HB PROF SERV 8/23/12	9/20/2012	700.00
372358	MN ASSN OF ADMIN OF STATE & FED PROG	SP ED-FALL CONF	9/6/2012	695.00
372483	GLENBROOK NORTH HIGH SCHOOL	HS-DEBATE 11/12	9/13/2012	690.00
372316	KEACHER, ANDREA	CED-HORSE CAMP 8/24	9/4/2012	675.00
372681	FASTPITCH GRAPHICS	CUL EXP-PROF SERV	9/20/2012	672.00
372288	AIR PURIFICATION & ENERGY CONSERVATION	FILTERS	9/4/2012	670.72
372810	DISCOUNT STEEL, INC	ARENA-REFRIG SUPPLIES	9/28/2012	669.29
372409	HIRSHFIELDS' PAINT MANUFACTURING	DIST-FIELD PAINT	9/11/2012	660.00
372298	CONTINENTAL MATHEMATICS LEAGUE	MEMBERSHIP 12-13	9/4/2012	655.00
372514	INTERMEDIATE DIST 287	LEGAL SERVICES-5/12	9/14/2012	652.80
372497	MN DEPT OF REVENUE	PAYROLL ACCRUAL	9/14/2012	652.22
372337	BENSON, NORMAN	HS-PROF SERV 8/28/12	9/6/2012	650.00
372339	BOBOLINK, JOHN	HS-PROF SERV 8/28/12	9/6/2012	650.00
372729	PCS REVENUE CONTROL SYSTEMS, INC	CUL EXP-COMTRAK	9/20/2012	650.00
372325	PROFESSIONAL BEVERAGE SYSTEMS, INC II	CMS-REPAIR ICE MACHINE	9/4/2012	649.25
372852	MINT ROOFING INC	EMS-BATHRM PROJECT	9/28/2012	631.28
372884	THREE RIVERS PARK DISTRICT	GL-3RD GR FIELD TRIP 10/5/12 HOUSEHOLD #233773	9/28/2012	630.00
372794	BOOKCASE, THE	EMS-BKS	9/28/2012	629.55
700016	APPLE INC	IPADS FOR SPED	9/18/2012	629.00
372827	HASTINGS CO-OP CREAMERY CO	DAIRY PRODUCTS-SUMMER HB 7/12	9/28/2012	610.15
372728	PARMAR, SAMEERA	CED-PF CANCEL CLASS	9/20/2012	607.00

372680	FASTPITCH GRAPHICS	CUL EXP-PROF SERV	9/20/2012	600.00
372513	HOUSE OF NOTE	VIOLIN OUTFIT	9/14/2012	585.60
372701	JESSEN PRESS INC	CUL EXP-BROCHURES	9/20/2012	583.00
372898	MN DEPT OF REVENUE	PAYROLL ACCRUAL	9/28/2012	571.09
372290	AMERICAN RED CROSS	CED-HB RENTAL & SUPPLIES	9/4/2012	569.95
372371	VANDEPUTTE, GRETCHEN	CED-MINI BOOT CAMP 7/31-8/23	9/6/2012	568.80
372559	MAIL FINANCE (FORMERLY NEOPOST)	AD-MAIL MACHINE LEASE	9/14/2012	567.96
372418	JOHN DEERE LANDSCAPES	CSF-SUPPLIES	9/11/2012	556.67
372628	MN LANDSCAPE ARBORETUM	BV-1ST GR FIELD TRIP 10/2/12	9/19/2012	550.00
372634	PARTINGTON, MARSHA	CED-HB PROF SERVICE	9/19/2012	550.00
372462	SAMPSON MILLER ADVERTISING INC	PC-SIGNS	9/11/2012	549.60
372441	MINVALCO	BV-SUPPLIES	9/11/2012	547.65
372519	SCHMITT MUSIC CO	CMS-INST REPAIR	9/14/2012	547.46
121300262	JOHNSON, SUSAN	REIMBURSE	9/26/2012	532.97
372355	MERZER M.A., L.P., SHEILA	PROF SERV	9/6/2012	525.00
372445	MN DAPE LEADERSHIP COMMITTEE	CONFERENCE	9/11/2012	525.00
372610	EASTER, MARK	CMS-PIANO TUNING	9/19/2012	525.00
700025	ORANGE TREE EMPLOYMENT SCREENING	PROF SERV 8/30/12	9/18/2012	522.50
121300170	DOUGHTY, ROSANNE	REIMBURSE	9/5/2012	521.60
121300242	SCHAEFBAUER, RODGER	REIMBURSE	9/19/2012	520.92
372647	TRIARCO ARTS & CRAFTS, INC.	PC-SUPPLIES	9/19/2012	510.16
372542	GRAYBAR ELECTRIC CO	HS-SCOREBRD	9/14/2012	504.01
372541	GRAINGER INC., W. W.	ATH-SCOREBRD SUPPLIES	9/14/2012	502.32
372335	WEST MUSIC CO	PC SUPPLIES	9/4/2012	502.30
372665	BAUMAN, BEVERLY	CED-HB PROF SERV 8/21/12	9/20/2012	500.00
700038	TEAM SPORTING GOODS, INC	ATH-CC SUPPLIES	9/18/2012	497.05
700043	METRO ATHLETIC SUPPLY	EMS-PE APPAREL	9/28/2012	492.25
372806	CROWN LIFT TRUCK	CSF-FORKLIFT REPAIR	9/28/2012	492.00
372352	MAAA (MN ADAPTED ATHLETIC ASSN)	ATH-PARTICIPATIOIN FEE 12-13	9/6/2012	480.00
700045	ORANGE TREE EMPLOYMENT SCREENING	PROF SERV 9/30/12	9/28/2012	477.50
372540	GOPHER STATE ONE-CALL	LOCATES-8/12	9/14/2012	472.05
372614	GREEN CO, JOHN R	PC-SUPPLIES	9/19/2012	466.55
372511	GOPHER STATE ONE-CALL	LOCATES-6/12	9/14/2012	464.40
372313	K & K EXPRESS LLC DBA K2 LOGISTICS	SHIPPING-TEXTBKS	9/4/2012	450.79
372322	PAROLINI, JEANINE	CED-PROF SERV 8/08	9/4/2012	450.00
121300178	KOPECKY, KATHLEEN	REIMBURSE	9/5/2012	445.82
372607	CHILDREN'S HEALTH MARKET, THE	TEACHER GUIDES	9/19/2012	445.50
372345	FROG STREET PRESS, INC	PC SUPPLIES	9/6/2012	436.97
372468	STATE SUPPLY CO, INC.	CMS-BOILER SUPPLIES	9/11/2012	429.28
372415	INTERMEDIATE DIST 287	ALC TUITION (PERIOD 4) 10-11	9/11/2012	427.80
700030	SCHOLASTIC INC	ANNUAL HOSTING FOR READ 180	9/17/2012	425.00
372528	FREDERICK BETHKE VIOLINS LLC	EMS-INST REPAIR	9/14/2012	424.00
372347	GRAINGER INC., W. W.	CSF & PC-SUPPLIES	9/6/2012	415.41
372304	GOPHER STATE ONE-CALL	LOCATES-7/12	9/4/2012	413.95
372512	HAHN, R.N.,PHN, MICHELLE	CONSULT SERV-6/12	9/14/2012	412.50
372328	SMITH, JAMIE	PROF SERV-CED WISHES FALL CATALOG	9/4/2012	407.00
372318	LARSON CO, GUSTAVE A.	SH-SUPPLIES	9/4/2012	405.78
372307	HOUCHEN BINDERY, LTD	CMS-REBIND BKS	9/4/2012	396.50
700024	ORANGE TREE EMPLOYMENT SCREENING	PROF SERV 7/31/12	9/18/2012	392.00
372707	LETTERMEN SPORTS	ATH-PATCHES	9/20/2012	388.33
121300264	KNOTEK, DEBBIE	REIMBURSE	9/26/2012	382.69
372475	WEST SIDE REDI MIX, INC	HS-CEMENT	9/11/2012	380.00
372663	APPLE VALLEY HIGH SCHOOL	ATH-10A,JV VB 10/6/12	9/20/2012	375.00
372465	SKARNES, INC	CMS-SUPPLIES	9/11/2012	367.19
372410	HOUCHEN BINDERY, LTD	EMS-REBIND BKS	9/11/2012	355.50
372863	ON SITE SANITATION	ATH-UNITS & SANIT 8/10/12-8/17/12	9/28/2012	354.30
372618	KORITZ, JULIE	CED-HB PROF SERVICE	9/19/2012	350.00
372840	KUBICEK, WAYNE	WMS-PROF SERV	9/28/2012	350.00
121300247	ANDERSON, MARY	REIMBURSE	9/26/2012	339.34
372584	VIKING ELECTRIC SUPPLY, INC	ATH-SCOREBRD SUPPLIES	9/14/2012	339.25

372378	ALLEGRA PRINT & IMAGING	BUSINESS CARDS	9/11/2012	337.14
121300200	CHRISTENSON, ERIK	REIMBURSE	9/12/2012	332.72
372338	BJORKE, KRISTINA	REFUND	9/6/2012	331.00
372326	RAV TECHNOLOGIES	KL-MOVE CLASSRM	9/4/2012	325.00
372408	HIRSHFIELD'S PAINT	GL-PAINT	9/11/2012	316.20
372734	RAMIREZ, KELLI	REFUND	9/20/2012	314.00
121300214	JOHNSON, MICHAEL	REIMBURSE	9/12/2012	312.47
372344	EDUCATION TO GO	CED-PROF SERV	9/6/2012	311.25
121300226	SKERBITZ, WILLIAM	REIMBURSE	9/12/2012	310.24
372725	NUTRI KIDS-HEARTLAND PAYMENT SYSTEMS	NUTRIKIDS MENU PLANNING 12-13	9/20/2012	310.00
372319	MAP OF THE MONTH	PC-SUPPLIES	9/4/2012	302.25
372342	CORPORATE HEALTH SYSTEMS INC	FLEX/HRA TESTING	9/6/2012	300.00
372644	ST. MICHAEL-ALBERTVILLE HIGH SCHOOL	ATH-JV,C VB 9/22/12	9/19/2012	300.00
372711	MANN, MIKE	CED-HB PROF SERV	9/20/2012	300.00
372557	LONG LAKE TRUE VALUE	WMS-SUPPLIES	9/14/2012	284.75
372752	ST. MICHAEL-ALBERTVILLE HIGH SCHOOL	ATH-V VB 10/15/12	9/20/2012	275.00
372311	JOHNSTONE SUPPLY	HVAC-SUPPLIES	9/4/2012	272.25
372370	TWIN WEST CHAMBER OF COMMERCE	LEGISLATIVE BREAKFAST SERIES	9/6/2012	270.00
121300174	HARREN, KIMBERLY	REIMBURSE	9/5/2012	265.79
372882	SUNDE LAND SURVEYING, LLC	OW-NEW ADD'N	9/28/2012	257.50
372340	BOOKSOURCE, THE	SH-Gr 2-Math	9/6/2012	250.65
372332	UNIVERSITY OF OREGON	PC-SWIS SUBSCRIPTION	9/4/2012	250.00
372562	NATL SCHOOL PUBLIC RELATIONS ASSN	MEMBERSHIP	9/14/2012	250.00
372608	DEZIEL, GLORIA	CED-HB PROF SERVICE	9/19/2012	250.00
372622	MINTZ, DIANE	CED-HB PROF SERVICE	9/19/2012	250.00
372648	UNIVERSITY OF OREGON	SH-SWIS SUBSCRIPTION	9/19/2012	250.00
372718	MERZER M.A., L.P., SHEILA	PROF SERV 8/22/12	9/20/2012	250.00
372757	UNIVERSITY OF MN	ATH-B/G CC ROY GRIAK 9/12	9/20/2012	250.00
121300270	PETERS, KAREN	REIMBURSE	9/26/2012	246.63
372601	APPLE VALLEY HIGH SCHOOL	ATH-V VB 9/21/12	9/19/2012	245.00
372350	J & R SCHOOL SUPPLIES	CMS-SUPPLIES	9/6/2012	244.00
372655	HENNN CNTY TREASURER - GOVT CENTER	SH RESIDENTS	9/20/2012	242.50
372888	TSBL DISTRIBUTING/TAYLOR SALES	GROCERIES-CUST#300030	9/28/2012	240.00
372717	MEDINA GOLF & COUNTRY CLUB	SP ED-CHEM HEALTH	9/20/2012	235.46
372486	MN JUNIOR HIGH SCHOOL MATH LEAGUE	CMS- (3) 7TH-8TH GR TEAMS 12-13	9/13/2012	230.00
372737	ROECHLEIN, STEVEN	CED-HB PROF SERV 8/20/12	9/20/2012	225.00
372510	CLEARVIEW LAMINATING	GL-LAMINATE	9/14/2012	223.60
372658	ALLEGRA PRINT & IMAGING	CUL EXP-BUTTONS	9/20/2012	223.00
372662	ANDOVER HIGH SCHOOL	ATH-9A,9B VB 9/29/12	9/20/2012	220.00
121300193	RUDOLPH, LISA	REIMBURSE	9/11/2012	219.54
372894	CORPORATE HEALTH SYSTEMS INC	PAYROLL ACCRUAL	9/28/2012	218.70
372518	NW CAMERAL & VIDEO REPAIR	TECH-CAMERA REPAIR	9/14/2012	218.00
121300217	KUENDIG, WILLIAM III	REIMBURSE	9/12/2012	214.56
700040	TEAM SPORTING GOODS, INC	ATH-BB SUPPLIES	9/18/2012	213.16
372667	BULLINGER, NATALIE	REFUND	9/20/2012	212.00
372872	SHAMROCK GROUP	CMS-ICE MACHINE REPAIR	9/28/2012	212.00
372522	AIM ELECTRONICS, INC	ATH-REPAIRS	9/14/2012	211.50
372892	WATSON CO INC., THE	HS-ALA CARATE DRINKS	9/28/2012	210.80
372789	AVI SYSTEMS	HS-TV STUDIO REPAIRS	9/28/2012	210.00
372893	WAYZATA COUNTRY CLUB	BRD MEETING	9/28/2012	208.18
700013	APPLE INC	MACBOOK PROS FOR TECH	9/18/2012	207.00
121300177	KEFFELER, KAREN	REIMBURSE	9/5/2012	205.00
372572	SHAMROCK GROUP	ATH-ICE MACHINE REPAIR	9/14/2012	203.02
121300279	WHEELER, SALLY	REIMBURSE	9/26/2012	202.33
121300223	ROSS, ALISON	REIMBURSE	9/12/2012	200.26
372488	CITY OF PLYMOUTH - FINANCE DEPT	SH ADD-PLAN REVIEW	9/13/2012	200.00
372609	DURKIN, FRANCES	CED-HB PROF SERVICE	9/19/2012	200.00
372632	NATL GEOGRAPHIC BEE	BV-NAT'L GEO BEE BW 12-13	9/19/2012	200.00
372673	DAVIS, JUDY	CED-HB PROF SERV	9/20/2012	200.00
372724	NATIONAL ACADEMIC QUIZ TOURNAMENTS	HS-REGISTRATION	9/20/2012	200.00

372762	WOOSLEY, CORINNE	CED-HB PROF SERV 8/23/12	9/20/2012	200.00
372791	BLAINE HIGH SCHOOL	ATH-JV VB 9/8/12	9/28/2012	200.00
372785	ALLINA HOSPITALS&CLINICS/OCCMED	HEALTH #70001383 8/31/12	9/28/2012	197.00
372303	FERGUSON ENTERPRISES, INC #1657	CSF-SUPPLIES	9/4/2012	196.35
121300189	WILLAR, DAWN	REIMBURSE	9/5/2012	195.49
121300265	LARSON, SARA	REIMBURSE	9/26/2012	192.59
372776	PHEAA	PAYROLL ACCRUAL	9/28/2012	188.12
121300194	ANDERSON, MARY	REIMBURSE	9/12/2012	185.59
372493	IRS CENTER - UNITED STATES TREASURY	PAYROLL ACCRUAL	9/14/2012	182.00
372770	IRS CENTER - UNITED STATES TREASURY	PAYROLL ACCRUAL	9/28/2012	182.00
372292	BUTCHERT, AMY	REFUND	9/4/2012	180.00
372875	SOCIETY FOR HUMAN RESOURSE MGMT	RENEW MEMBERSHIP 12/1/12-11/30/13 LM	9/28/2012	180.00
372334	VILLAGE MEATS	CMS-CUSTODIAN LUNCH	9/4/2012	179.97
121300233	GEHRZ, MICHELLE	REIMBURSE	9/19/2012	178.31
372736	ROBERTS BUSINESS FORMS	CUL EXP-POSTER HOLDERS	9/20/2012	178.00
372650	WAYZATA RESULTS, INC	CMS-TIMING G TRACK	9/19/2012	175.00
372744	SCHOOL NUTRITION DIRECTORS OF MN	MEMBERSHIPS	9/20/2012	175.00
372797	CITI-CARGO & STORAGE	DOMESTIC STORAGE	9/28/2012	174.00
121300209	HOLZ, JILL	REIMBURSE	9/12/2012	171.76
372623	MITSCH, BONNIE	OW-PHOTOS	9/19/2012	170.00
121300165	BRANDELL, TODD II	REIMBURSE	9/5/2012	170.00
372312	JORGENSEN, CARRIE	REFUND	9/4/2012	168.00
372395	CASEY, TRACI	REFUND	9/11/2012	168.00
372713	MARS CO, W. P. & R.S.	CUL EXP-LAMINATE	9/20/2012	163.68
372847	MCINTOSH, ALAN	OFFICIAL	9/28/2012	162.00
372664	ARMSTRONG HIGH SCHOOL	ATH-V B/G CC 10/22/12	9/20/2012	160.00
372842	LAKEVILLE NORTH HIGH SCHOOL	ATH-9A VB 9/8/12	9/28/2012	160.00
121300198	BLUMER, WARD	REIMBURSE	9/12/2012	159.74
121300161	ANDERSON, CHACE	REIMBURSE	9/5/2012	159.12
121300157	NEIL, KAREN	REIMBURSE	9/5/2012	159.00
372343	DODGE, JEFF	REFUND	9/6/2012	155.85
372324	PLANK ROAD PUBLISHING	PC-SUPPLIES	9/4/2012	152.20
121300276	TUMA, KRISTINE	REIMBURSE	9/26/2012	151.51
372484	HENNN CNTY TREASURER - GOVT CENTER	SH RESIDENTS	9/13/2012	151.25
372380	ARC (AMERICAN REPROGRAPHICS CO)	HS-WATER MAIN PLANS	9/11/2012	150.03
372359	MN ASSN OF SCHOOL BUSINESS OFFICIALS	TAX LEVY WKSP 9/12	9/6/2012	150.00
372641	SARSLAND, PAULA	CED-VOILIN RENT	9/19/2012	150.00
372645	SWAIN CROSS COUNTRY RUN	ATH-B CC 10/6/12	9/19/2012	150.00
372712	MAPLE GROVE HIGH SCHOOL	ATH-JV/V G SWIM 9/29/12	9/20/2012	150.00
121300272	SIMSON, KATHRYN	REIMBURSE	9/26/2012	150.00
121300222	ROGERS, JUDY	REIMBURSE	9/12/2012	148.95
372685	HALL, JOHN	OFFICIAL	9/20/2012	146.00
372748	SIFUENTES, CARLOS	OFFICIAL	9/20/2012	146.00
121300246	WELLE, GREGORY	REIMBURSE	9/19/2012	141.21
121300278	WATKINS, CARY	REIMBURSE	9/26/2012	139.99
372464	SHIFFLER EQUIPMENT SALES, INC	BV-PLAYGD PARTS	9/11/2012	138.19
372499	PHEAA	PAYROLL ACCRUAL	9/14/2012	137.02
372857	MN FUTURE PROBLEM SOLVING PROGRAM	CMS-DIST REGISTRATION SI	9/28/2012	135.00
372747	SHARPE, TIFFANY	REFUND	9/20/2012	134.40
372642	SCHOOL SPECIALTY	BV-BIG BOOK CART	9/19/2012	133.69
121300245	STINSON, MICHELE	REIMBURSE	9/19/2012	132.94
372690	HAMEL BUILDING CTR	CMS-LUMBER-ART PROJECT	9/20/2012	132.37
372353	MAKEMUSIC	WMS-BAND SUBSCRIPTION BH	9/6/2012	132.00
372876	SPS CO	CMS-SUPPLIES	9/28/2012	129.38
121300260	JOHNSON, JERI	REIMBURSE	9/26/2012	128.48
372401	DVORAK, NATHAN	OFFICIAL	9/11/2012	128.00
372451	PERRY, MARK	OFFICIAL	9/11/2012	128.00
121300236	LEJONVARN, MIRIAM	REIMBURSE	9/19/2012	127.89
372692	HOPKINS COMMUNITY EDUCATION	CED-CATERING 8/28/12	9/20/2012	126.65
121300266	LYBECK, KRISTINA	REIMBURSE	9/26/2012	126.54

372474	WAYZATA HIGH SCHOOL	PARKING PERMIT FOR A. LE	9/11/2012	125.00
372599	APPLE VALLEY SPEECH & DEBATE BOOSTERS	HS-DEBATE 11/12	9/19/2012	125.00
372624	MN ASSN HEALTH PHY-ED REC & DANCE	CONFERENCE	9/19/2012	125.00
372671	CPI - CRISIS PREVENTION INSTITUTE	CPI DUES TP	9/20/2012	125.00
372856	MN FUTURE PROBLEM SOLVING PROGRAM	EMS-WKSP BB	9/28/2012	125.00
121300160	TREWICK, MICHAEL	REIMBURSE	9/5/2012	123.76
372327	SCHOOLMATE	PC-PLANNERS	9/4/2012	123.75
372368	SUPREME SCHOOL SUPPLY CO	OW-TEACHER PLANNING BKS	9/6/2012	122.40
372306	HIGHWAY 55 RENTAL & SALES INC	CMS-RENT-HEDGE TRIMMER	9/4/2012	120.04
372626	MN ASSN OF EDUCATIONAL OFFICE PROF	CONFERENCE	9/19/2012	120.00
372629	MN MATHEMATICS LEAGUE	CMS-STUDENT REGISTRATION DL	9/19/2012	120.00
372675	EAU CLAIRE MEMORIAL HIGH SCHOOL	ATH-G SWIM 8/25/12	9/20/2012	120.00
372739	ROSEMOUNT HIGH SCHOOL	ATH-JV,V G CC 8/31/12	9/20/2012	120.00
121300210	JACOBS, DONNA	REIMBURSE	9/12/2012	119.98
372379	AOUCHE, TARIQ	OFFICIAL	9/11/2012	119.00
372437	MELLOURY, RADOUANE	OFFICIAL	9/11/2012	119.00
372481	ZOUAD, BADREDDINE	OFFICIAL	9/11/2012	119.00
372668	CHARAI, AHMED	OFFICIAL	9/20/2012	119.00
372677	ENGELKING, JAMES	OFFICIAL	9/20/2012	119.00
372764	ZERKILI, YOUNESS	OFFICIAL	9/20/2012	119.00
372382	AT&T MOBILITY	CSF-iPAD	9/11/2012	118.84
372837	JENSEN, SCOTT	HS-ORCH INST REPAIR	9/28/2012	117.95
372463	SCHMITT MUSIC CO	WMS-INST REPAIR	9/11/2012	117.70
372467	SPS CO	BV-SUPPLIES	9/11/2012	116.05
121300202	DEENEY, BRIAN	REIMBURSE	9/12/2012	115.45
121300215	KESSLER, MARIANNA	REIMBURSE	9/12/2012	113.23
121300175	HERZOG, JORDAN	REIMBURSE	9/5/2012	111.38
372820	GOLDEN VALLEY SUPPLY CO	BV-CEILING TILE	9/28/2012	109.68
121300155	JOCKISCH, NICOLE	REIMBURSE	9/5/2012	108.10
372432	MANDILE, RICHARD	OFFICIAL	9/11/2012	108.00
372807	CUB FOODS	GROCERIES-CUST#27	9/28/2012	105.08
372834	INGRAM LIBRARY SERVICES	CMS-MDEIA CTR BKS	9/28/2012	104.75
121300154	ADDONIZIO, KRISTEN	REIMBURSE	9/5/2012	104.24
372723	NASH, DONOVAN	OFFICIAL	9/20/2012	104.00
372639	REALLY GOOD STUFF	SH-GR 1 SUPPLIES	9/19/2012	103.88
372731	PREMIUM WATERS, INC	PC-WATER COOLER RENTAL	9/20/2012	103.10
372498	NEW YORK LIFE	PAYROLL ACCRUAL	9/14/2012	102.25
372775	NEW YORK LIFE	PAYROLL ACCRUAL	9/28/2012	102.25
121300239	PETERSON, DONNA	REIMBURSE	9/19/2012	100.78
372361	NATL GEOGRAPHIC BEE	CMS-NAT'L GEO BEE CB 12-13	9/6/2012	100.00
372420	KELSEY, RODERICK	PROF SERVICE	9/11/2012	100.00
372434	MASTEL, JILL	REFUND	9/11/2012	100.00
372435	MCCRORY, MARCUS	OFFICIAL	9/11/2012	100.00
372447	NATL GEOGRAPHIC BEE	KL-NAT'L GEO BEE KH 12-13	9/11/2012	100.00
372669	CHASKA HIGH SCHOOL	ATH-G GOLF 10/2/12	9/20/2012	100.00
372819	EYLER, JENNIFER	REFUND	9/28/2012	100.00
372833	HOPKINS HIGH SCHOOL	ATH-V B CC 9/6/12	9/28/2012	100.00
372846	MCCRORY, MARCUS	OFFICIAL	9/28/2012	100.00
372858	MOUNDSVIEW HIGH SCHOOL	ATH- B CC 9/28/12	9/28/2012	100.00
121300249	BACKES, BRENDA	REIMBURSE	9/26/2012	100.00
700041	TEAM SPORTING GOODS, INC	ATH-FB SUPPLIES	9/18/2012	98.30
372620	MAA AMERICAN MATHEMATICS	COMPETITION 11/12 DL	9/19/2012	98.00
372784	ALLEGRA PRINT & IMAGING	BUS CARDS	9/28/2012	97.92
372330	SULLIVAN, MEGAN	REFUND	9/4/2012	97.00
121300221	RANDALL, LIZABETH	REIMBURSE	9/12/2012	96.42
372866	PEG'S COUNTRYSIDE CATERING	CED-LUNCH 9/19/12	9/28/2012	96.00
121300208	HINTSALA, JULIE	REIMBURSE	9/12/2012	95.40
372595	ALLINA HEALTH SYSTEM	PRE-EMPLOY SCREENING	9/19/2012	95.00
372596	ALLINA HOSPITALS&CLINICS/OCCMED	HEALTH #70009265 8/31/12	9/19/2012	95.00
121300204	ELSTAD, KAYLIE	REIMBURSE	9/12/2012	94.29

121300231	ZARAGOZA, CHRISTINE	REIMBURSE	9/12/2012	94.23
372679	FACTORY EXPRESS INC	EMS-DROP SAFE	9/20/2012	92.00
121300206	HANSEN, ELIZABETH	REIMBURSE	9/12/2012	92.00
372321	MN COMMUNITY ED ASSN	CED-JOB POSTING	9/4/2012	90.00
121300273	STATEMA, DALE	REIMBURSE	9/26/2012	88.00
372396	CITI-CARGO & STORAGE	DOMESTIC STORAGE	9/11/2012	87.00
372864	ON SITE SANITATION	ATH-UNIT & SANIT 8/30/12-9/14/12	9/28/2012	85.70
121300166	BRISLEY, SUSAN	REIMBURSE	9/5/2012	83.89
372389	BOHMBACH, JOHN	OFFICIAL	9/11/2012	83.00
372394	CASEY, MIKE	OFFICIAL	9/11/2012	83.00
372448	NEILITZE, DAVID	OFFICIAL	9/11/2012	83.00
372456	REID, TOM	OFFICIAL	9/11/2012	83.00
372477	WOJACK, BRUCE	OFFICIAL	9/11/2012	83.00
372524	ALLEN, JAMES	OFFICIAL	9/14/2012	83.00
372538	GALLAGHER, MATT	OFFICIAL	9/14/2012	83.00
372565	PACKOWSKI, MATT	OFFICIAL	9/14/2012	83.00
372568	REEM, BRETT	OFFICIAL	9/14/2012	83.00
372574	SMITH, MARK	OFFICIAL	9/14/2012	83.00
121300254	DIERKS, SUSAN	REIMBURSE	9/26/2012	82.25
372391	BRISCO, GERRY	OFFICIAL	9/11/2012	82.00
372433	MARSHALL, GREG	OFFICIAL	9/11/2012	82.00
372816	EKEGREN, JEANNE	OFFICIAL	9/28/2012	82.00
372890	TWIN CITY HARDWARE	CMS-ART RM SUPPLIES	9/28/2012	81.71
121300173	HANRAHAN, MARGARET	REIMBURSE	9/5/2012	79.98
121300188	TREWICK, MICHAEL	REIMBURSE	9/5/2012	79.80
121300256	GIMSE, SARA	REIMBURSE	9/26/2012	78.95
372715	MCINTOSH, ALAN	OFFICIAL	9/20/2012	77.00
372317	KREIDLER, MICHELLE	REFUND	9/4/2012	75.00
372640	ROOSEVELT HIGH SCHOOL	ATH-JV/V B CC 9/15/12	9/19/2012	75.00
372733	RAMICH, SANELA	REFUND	9/20/2012	75.00
372870	ROCHESTER MAYO HIGH SCHOOL	ATH-V G TENNIS 9/8/12	9/28/2012	75.00
121300230	WONG, MARGARET	REIMBURSE	9/12/2012	73.23
372814	EAGLE MOULDINGS	WMS-SCI RM DISPLAY CASE	9/28/2012	71.30
372615	ID AMERICA	METAL BEAD CHAINS-ID BADGES	9/19/2012	71.00
372746	SHAKOPEE COMMUNITY ED	WEST METRO APPREC 8/28/12	9/20/2012	70.92
121300168	DEROCHER, DEMAE	REIMBURSE	9/5/2012	70.76
372577	TARGET COMMERCIAL INTERIORS	CSF-WALL BASE	9/14/2012	70.27
372602	BERRY COFFEE CO	AD-COFFEE	9/19/2012	70.00
121300258	HERRSCHER, JESSI	REIMBURSE	9/26/2012	69.33
700018	APPLE INC	MACBOOK FOR TECH	9/18/2012	69.00
121300250	BARTELS, CHAD	REIMBURSE	9/26/2012	68.99
121300176	JAEB, TERESA	REIMBURSE	9/5/2012	68.23
121300241	RAVNHOLDT, TANYA	REIMBURSE	9/19/2012	67.14
121300244	SKERBITZ, WILLIAM	REIMBURSE	9/19/2012	66.50
121300184	RICHARDSON, EMILY	REIMBURSE	9/5/2012	65.95
121300240	RANDALL, LIZABETH	REIMBURSE	9/19/2012	65.43
372388	BLESKO, THEODORE	OFFICIAL	9/11/2012	65.00
372392	BUMGARNER, TERRY	OFFICIAL	9/11/2012	65.00
372485	ISD #196-ROSEMOUNT SCHOOLS	PC-WKSP READ REC	9/13/2012	65.00
372792	BLASKO, THEODORE	OFFICIAL	9/28/2012	65.00
372836	ISD #196-ROSEMOUNT SCHOOLS	SH-WKSP READ REC 10/12 CB	9/28/2012	65.00
372845	LOKOWICH, MARY	OFFICIAL	9/28/2012	65.00
372402	DVORAK, RON	OFFICIAL	9/11/2012	64.00
372449	ORUC, DZEVOLO	OFFICIAL	9/11/2012	64.00
372480	ZERKILI, YOUNESS	OFFICIAL	9/11/2012	64.00
372482	ZYLLA, EMILY	OFFICIAL	9/11/2012	64.00
372532	DVORAK, NATHAN	OFFICIAL	9/14/2012	64.00
372543	HACHEM, DRISS	OFFICIAL	9/14/2012	64.00
372571	SELBY, SCOTT	OFFICIAL	9/14/2012	64.00
372787	ANDERSON, TODD	OFFICIAL	9/28/2012	64.00

372813	DVORAK, RON	OFFICIAL	9/28/2012	64.00
121300224	SABLE-LEMKE, JOAN	REIMBURSE	9/12/2012	64.00
372374	YOGASTUDIO	CED-PROF SERV 7/26-8/30	9/6/2012	63.70
121300235	JOHNSON, JILL	REIMBURSE	9/19/2012	63.00
372393	CANALLES, STEVE	OFFICIAL	9/11/2012	62.00
372400	DALLE, MATT	OFFICIAL	9/11/2012	62.00
372457	REIMERS, DOUGLAS	OFFICIAL	9/11/2012	62.00
372530	DALLE, MATT	OFFICIAL	9/14/2012	62.00
372544	HEIMER, STEVEN	OFFICIAL	9/14/2012	62.00
372570	SCHRANK, JAMES	OFFICIAL	9/14/2012	62.00
372684	GILSON, RYAN	OFFICIAL	9/20/2012	62.00
372703	KALLAS, MIKE	OFFICIAL	9/20/2012	62.00
372705	KOVACH, JIM	OFFICIAL	9/20/2012	62.00
372735	RIES, ROBERT	OFFICIAL	9/20/2012	62.00
372745	SCHRANK, JAMES	OFFICIAL	9/20/2012	62.00
372760	WANLESS, TROY	OFFICIAL	9/20/2012	62.00
372804	CONDON, JERRY	OFFICIAL	9/28/2012	62.00
372817	ELLIOTT, DAVID	OFFICIAL	9/28/2012	62.00
372822	HAASE, JASON	OFFICIAL	9/28/2012	62.00
372838	JOHNSON, MICHAEL	OFFICIAL	9/28/2012	62.00
372844	LARSON, CURTIS	OFFICIAL	9/28/2012	62.00
372883	THOENNES, DOUG	OFFICIAL	9/28/2012	62.00
372621	MILACA HIGH SCHOOL	ATH-G CC 9/22/12	9/19/2012	60.00
372693	HUTCHINSON HIGH SCHOOL	ATH-V/JV G CC 9/13/12	9/20/2012	60.00
121300164	GIMSE, SARA	REIMBURSE	9/5/2012	58.30
121300275	THINGVOLD, GAIL	REIMBURSE	9/26/2012	57.34
121300199	CARR, CHARLES	REIMBURSE	9/12/2012	57.00
121300219	MOZEY, MICHELLE	REIMBURSE	9/12/2012	55.80
372716	MCNEAL, GILLIAN	OFFICIAL	9/20/2012	55.00
121300163	BEATTY, KATHLEEN	REIMBURSE	9/5/2012	54.95
372436	MCINTOSH, ALAN	OFFICIAL	9/11/2012	54.00
372438	MERLINO, RORY	OFFICIAL	9/11/2012	54.00
372714	MCCRORY, MARCUS	OFFICIAL	9/20/2012	54.00
372823	HALL, JOHN	OFFICIAL	9/28/2012	54.00
372862	OLSON, WAYNE	OFFICIAL	9/28/2012	54.00
372874	SLADEK, DAVID	OFFICIAL	9/28/2012	54.00
121300218	MERKEY, REBECCA	REIMBURSE	9/12/2012	53.06
372699	ISD #283-ST LOUIS PARK SCHOOLS	SUPPLIES-TEACHER APPREC 8/28/12	9/20/2012	52.92
372296	CLASSROOM SUPPLY MART	PC-SUPPLIES	9/4/2012	52.50
121300277	TURNQUIST, SARAH	REIMBURSE	9/26/2012	52.25
372625	MN INDEPENDENT INS AGENTS& BROKERS	HONORS LUNCHEON 9/26/12	9/19/2012	52.00
372372	WENDELL'S	2 NOTARY STAMPS FOR COM ED	9/6/2012	51.28
372786	ANDERSEN INC., EARL F.	OW-SUPPLIES	9/28/2012	50.47
372466	SNELL, ABBIE	OFFICIAL	9/11/2012	50.00
372553	ISD #284	HS-FUND-A-NEED TO BAND ACTIVITY ACCT	9/14/2012	50.00
372598	APOLLO HIGH SCHOOL	ATH-V B CC 8/27/12	9/19/2012	50.00
372633	PARK CENTER HIGH SCHOOL	ATH-V G CC 10/16/12	9/19/2012	50.00
372660	AMERICAN LIBRARY ASSOCIATION	CMS-POSTERS	9/20/2012	50.00
372720	MN JUNIOR HIGH SCHOOL MATH LEAGUE	CMS- (1) 7TH-8TH GR TEAM 12-13	9/20/2012	50.00
372721	MN SCHOOL BOARDS ASSN	RENEW-ATTY NEWSLETTER 12-13	9/20/2012	50.00
372754	THOUR, JULIE	OFFICIAL	9/20/2012	50.00
121300248	AXELROD, CINTHIA	REIMBURSE	9/26/2012	49.99
121300195	BARTELS, CHAD	REIMBURSE	9/12/2012	49.86
121300156	MAKI, MARY	REIMBURSE	9/5/2012	49.25
121300220	NGUYEN, ROSIE	REIMBURSE	9/12/2012	48.99
121300182	MUNDAHL, STEPHANIE	REIMBURSE	9/5/2012	46.88
121300237	NELSON, LEANNA	REIMBURSE	9/19/2012	46.51
121300261	JOHNSON, NICOLE	REIMBURSE	9/26/2012	46.45
372403	ERICKSON, CHRISTOPHER	OFFICIAL	9/11/2012	46.00
372674	DVORAK, RON	OFFICIAL	9/20/2012	46.00

372678	ERICKSON, CHRISTOPHER	OFFICIAL	9/20/2012	46.00
372873	SIFUENTES, CARLOS	OFFICIAL	9/28/2012	46.00
121300213	JOHNSON, KRISTI	REIMBURSE	9/12/2012	45.26
121300257	HATCHER, JAMES	REIMBURSE	9/26/2012	45.00
121300179	MAKI, MARY	REIMBURSE	9/5/2012	44.95
121300186	SKERBITZ, WILLIAM	REIMBURSE	9/5/2012	44.95
121300269	PERRON, NANCY	REIMBURSE	9/26/2012	43.25
121300271	SADR-PANAH, SONIA	REIMBURSE	9/26/2012	43.25
121300234	HOCH, STEPHANIE	REIMBURSE	9/19/2012	42.18
121300251	CADY, MILES	REIMBURSE	9/26/2012	41.96
372900	RATWIK, ROSZAK & MALONEY, P.A.	SEMINAR 10/5/12 DM, CP & JJ	9/28/2012	41.85
121300280	WILLIAMS, CARRI	REIMBURSE	9/26/2012	41.63
121300267	MILES, WILLIAM JR	REIMBURSE	9/26/2012	41.48
372826	HARLOW, TIM	OFFICIAL	9/28/2012	41.00
372333	UNLIMITED SUPPLIES	SUPPLIES	9/4/2012	40.62
121300229	STINSON, MICHELE	REIMBURSE	9/12/2012	40.33
372683	GALLOWAY, CLAUDINE	TROJAN TOTS FEE	9/20/2012	40.00
372841	KUKRAL, MARCIA	HS-TROJAN TOTS FEE	9/28/2012	40.00
121300232	DEENEY, BRIAN	REIMBURSE	9/19/2012	39.95
700039	TEAM SPORTING GOODS, INC	ATH-SUPPLIES	9/18/2012	39.87
372405	GARY'S DIESEL SERVICE	SERVICE CALL-BATTERY CABLE	9/11/2012	39.83
121300203	DOWNING, ROSS	REIMBURSE	9/12/2012	39.72
121300190	ZEMLIN, LYNN	REIMBURSE	9/5/2012	39.12
121300185	RIMINGTON, ROBERT	REIMBURSE	9/5/2012	38.70
372531	DEZELL, THOMAS	REFUND	9/14/2012	38.50
121300201	CONNOY, RENAE	REIMBURSE	9/12/2012	36.69
121300207	HILL, KATHRYN	REIMBURSE	9/12/2012	35.62
121300216	CORENS, KRISTIN	REIMBURSE	9/12/2012	35.03
372630	NAT'L COUNCIL OF STATE TITLE III DIRECTORS	SP ED-MEMBERSHIP AF	9/19/2012	35.00
121300158	SKERBITZ, WILLIAM	REIMBURSE	9/5/2012	34.95
121300181	MCNEAL, JOSEPH	REIMBURSE	9/5/2012	34.88
121300159	SOMMERFELD, SUSAN	REIMBURSE	9/5/2012	34.63
121300169	DISCH, HILARY	REIMBURSE	9/5/2012	34.10
121300205	GEINERT, LISA	REIMBURSE	9/12/2012	33.41
121300183	PFEFFER, KRISTIN	REIMBURSE	9/5/2012	33.00
372586	WENDELL'S	KL-NAMEPLATES	9/14/2012	30.84
121300243	SCHEUER, JAMES	REIMBURSE	9/19/2012	30.52
121300180	MCILMOYLE, JENNIFER	REIMBURSE	9/5/2012	30.35
372390	BOYD, MARIAN	REFUND	9/11/2012	28.45
121300263	KIMLINGER, DEBRA	REIMBURSE	9/26/2012	27.99
121300167	CONNOY, RENAE	REIMBURSE	9/5/2012	27.30
121300162	ANDERSON, MARY	REIMBURSE	9/5/2012	25.74
121300227	SKLADER, JILLIAN	REIMBURSE	9/12/2012	24.95
372315	KD & COMPANY RECYCLING INC	HS-RECYCLING	9/4/2012	24.75
372554	K & K EXPRESS LLC DBA K2 LOGISTICS	SHIPPING	9/14/2012	24.50
372617	KIKI MAGAZINE	CMS-SUBSCRIPTION	9/19/2012	24.00
121300191	GARDNER, LUCIA	REIMBURSE	9/11/2012	23.75
121300187	SOMMERFELD, SUSAN	REIMBURSE	9/5/2012	23.08
121300252	DEENEY, BRIAN	REIMBURSE	9/26/2012	23.00
121300196	BAUM, LAURA	REIMBURSE	9/12/2012	22.04
121300172	GULSVIG, ERIK	REIMBURSE	9/5/2012	21.99
121300259	HINTSALA, JULIE	REIMBURSE	9/26/2012	20.27
372851	MILLER, TERRY	REFUND	9/28/2012	19.00
372560	MN SCHOOL BOARDS ASSN - INSURANCE	DEDUCTIBLE BILLING STATEMENT	9/14/2012	18.55
121300274	STINSON, MICHELE	REIMBURSE	9/26/2012	17.06
121300197	BENDICKSON, VICKY	REIMBURSE	9/12/2012	17.00
372458	RITCHIE, BRIAN	REFUND	9/11/2012	16.60
372331	TOLL GAS & WELDING SUPPLY	EMS-SUPPLIES	9/4/2012	16.25
121300238	NELSON, ROSS	REIMBURSE	9/19/2012	15.35
121300225	SEELAND, ELIZABETH	REIMBURSE	9/12/2012	14.37

**WAYZATA PUBLIC SCHOOLS
WIRE TRANSFER,EFT AND ACH ACTIVITY
AUGUST 2012**

FROM	TO	DATE	AMOUNT
Wells Fargo-Checking	Wells Fargo-Payroll	Multiple	\$2,367,953
Wells Fargo-Checking	Federal P/R Taxes	8/1/2012	\$179,107
	Federal P/R Taxes	8/16/2012	\$224,721
Wells Fargo-Checking	State P/R Taxes (MN)	8/2/2012	\$30,017
	State P/R Taxes (MN)	8/16/2012	\$34,720
Wells Fargo-Checking	Delta Dental - Dental Claims	Multiple	\$123,227
Wells Fargo-Checking	Preferred One - Health Claims	Multiple	\$661,955
Wells Fargo-Checking	Wells Fargo Commercial Card - Purchase Card Program	8/3/2012	\$226,815
Wells Fargo-Checking	Corporate Health Systems - Flex Benefits	Multiple	\$76,691
Wells Fargo-Checking	Preferred One - Broker/Reinsurance Fees	8/9/2012	\$80,088
Wells Fargo-Checking	Payroll Vendors, Employees - Electronic Payments, Reimbursements	Multiple	\$466,573
Wells Fargo-Checking	MN State Retirement System - 457 Plan/HSA Contributions	Multiple	\$114,320
Wells Fargo-Checking	Commerce Bank/Control Pay - Electronic A/P	Multiple	\$220,902
Wells Fargo-Checking	Neopost - Replenish Postage Meter	8/7/2012	\$5,000
Wells Fargo-Checking	U.S. Bank - Debt Payment (2004A C.O.P.)	8/1/2012	\$22,901
Wells Fargo-Checking	MN Department of Revenue - Sales & Use Tax Payment	8/14/2012	\$1,263
Commerce Bank	Wells Fargo-Checking - Revenue Share Payment (Control Pay)	8/22/2012	\$4,982
District Retirees	Wells Fargo-Checking - Health Insurance Premiums	8/23/2012	\$37,018
MN Trust/PMA	Wells Fargo-Checking - Investment/Operating Funds	Multiple	\$7,350,000
State of Minnesota	PMA/MN Trust - State Aid Payments	Multiple	\$20,718,890
TOTAL ACTIVITY - AUGUST 2012			\$32,947,143

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

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

ITEM: D. Approval of Confirmation and Memorandum of Lease with SBA
Monarch Towers II, LLC

COMMENTS BY: Mr. Westrum

Communications Corporation (“SBA”) recently acquired ownership of Mobilitie Investments II, LLC and changed its name to SBA Monarch Towers II, LLC. The original cell tower lease agreement was executed on April 30, 2009 under the name T-Mobile Central LLC, a Delaware limited liability company assigned its interest under the lease, which is now held by Monarch Towers II, LLC.

Current term of the lease commenced on October 21, 2009 and ends on October 31, 2014 with two remaining renewals of five (5) years each.

RECOMMENDED ACTION: Approve the Confirmation and Memorandum of Lease with SBA Monarch Towers II, LLC as presented.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____



5900 Broken Sound Parkway NW
Boca Raton, FL 33487-2797

sbsite.com

Record and return to:
J. Coleman Prewitt, Esq.
SBA Monarch Towers II, LLC
5900 Broken Sound Parkway, NW
Boca Raton, FL 33487
561.226.9365
SBA Site ID: MN41348-A

CONFIRMATION AND MEMORANDUM OF LEASE

Re: Lease with SBA Monarch Towers II, LLC with respect to certain real property (the "Property") located at 305 Vicksburg Lane N., Plymouth, MN 55447 (the "Lease");
Site Id #: MN41348-A Site Name: Central Middle School

To Whom It May Concern:

SBA Communications Corporation ("SBA") recently acquired ownership of Mobilitie Investments II, LLC and changed its name to SBA Monarch Towers II, LLC (your "Tenant"). Tenant's address is 5900 Broken Sound Parkway, NW, Boca Raton, FL 33487 and your address, as landlord, is 210 County Road 101 N., P.O. Box 660, Wayzata, MN 55391. SBA is a first choice provider and leading owner and operator of wireless communications infrastructure in North and Central America. For more information regarding SBA, please visit: www.sbsite.com.

Since we now own your Tenant, we would like to confirm certain matters regarding the Lease. Also, your Tenant or one of its affiliates is obtaining financing (the "Loan") from a lender (together with its successors and assigns, the "Lender"), and will be pledging its interest in the Lease as collateral for the Loan and the Lender is also requesting confirmation of certain matters regarding the Lease. We therefore request that you confirm to us, and to Lender, that the following statements are true as of the date you sign this with the understanding that we and the Lender will be relying on these confirmations:

(a) The Lease was executed on April 30, 2009. The original tenant under the Lease was T-Mobile Central LLC, a Delaware limited liability company ("Carrier"). Carrier assigned its interest under the Lease, which is now held by Tenant.

(b) The real property leased by Tenant under the terms of the Lease, along with any corresponding easements granted, is described on Exhibit A attached hereto. The current term of the Lease commenced on October 21, 2009 and ends on October 31, 2014, with two (2) remaining renewal terms of five (5) years each. The terms of the Lease shall run with the land described on Exhibit A. The original Lease is on file with Tenant at 5900 Broken Sound Parkway, NW, Boca Raton, FL 33487.

(c) The Lease is in full force and effect.

(d) We are also changing the address under the Lease where notices to Tenant should be sent. All future notices sent in accordance with the terms of the Lease should be sent to Tenant at SBA Monarch Towers II, LLC, 5900 Broken Sound Parkway NW, Boca Raton, FL 33487, Attention Thomas P. Hunt, General Counsel, with a copy to Lender at an address to be provided to you by Tenant in the future.

Also, we request that you agree, except to the extent the Lease grants greater rights or protections to Tenant or Lender, that the following provisions shall apply with respect to the Lease:

(e) If Lender exercises any rights of Tenant under the Lease, including the right to exercise any renewal option(s) or purchase option(s) set forth in the Lease, you agree to accept such

exercise of rights by Lender as if same had been exercised by Tenant, and Tenant, by signing below, confirms its agreement with this provision.

(f) If there is a monetary default by Tenant under the Lease, you will accept the cure thereof by Lender within fifteen (15) days after the expiration of any grace period provided to Tenant under the Lease to cure such default, prior to terminating the Lease. If there is a non-monetary default by Tenant under the Lease, Landlord will accept the cure thereof by Lender within thirty (30) days after the expiration of any grace period provided to Tenant under the Lease to cure such default, prior to terminating the Lease.

(g) The Lease may not be amended in any respect which would be reasonably likely to have a material adverse effect on Lender's interest therein or surrendered, terminated or cancelled, without the prior written consent of Lender.

(h) If the Lease is terminated as result of a Tenant default or is rejected in any bankruptcy proceeding, you will enter into a new lease with Lender or its designee on the same terms as the Lease within 15 days of Lender's request made within 30 days of notice of such termination or rejection, provided Lender pays all past due amounts under the Lease. However, this is not applicable to normal expirations of the lease term.

This letter shall be binding on Landlord and Tenant and their respective successors and assigns and shall inure to the benefit of Lender. Tenant shall have the right to record this letter and it shall serve as a memorandum of the Lease. Tenant shall have the right to record this letter and this recorded letter shall be deemed to provide notice of all of terms of the Lease.

Please indicate your agreement to the foregoing matters by countersigning this letter in the space provided in the presence of two witnesses and a notary public and returning an original, countersigned, witnessed and notarized copy of this letter to Tenant in the enclosed prepaid Federal Express envelope.

SBA Monarch Towers II, LLC appreciates your cooperation in this matter. If you have any questions please telephone Marianne Harmatz at 1-800-487-7483, ext. 9593.

SBA Monarch Towers II, LLC, a Delaware limited liability company, f/k/a Mobilitie Investments II, LLC

Coleman Prewitt

Neil Seidman
Vice President

Kaylin Lou

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this ____ day of _____, 2012 by Neil Seidman, Vice President of SBA Monarch Towers II, LLC, a Delaware limited liability company, on behalf of the company. He is personally known to me

WITNESS my hand this ____ day of _____, 2012.

Print Name: _____
NOTARY PUBLIC: _____
My Commission Expires: _____

WITNESSES:

Print Name: _____

Print Name: _____

Print Name: _____

Print Name: _____

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me on _____ (date) by
_____ (name of person) as
_____ (type of authority, e.g., officer, trustee, etc.) of
Independent School District #284, a Minnesota K-12 public school district.

Signature of Notary Officer (Seal if any)

Printed Name: _____
Title or Rank: _____
My Commission Expires: _____

STATE OF MINNESOTA
COUNTY OF _____

This instrument was acknowledged before me on _____ (date) by
_____ (name of person) as
_____ (type of authority, e.g., officer, trustee, etc.) of
Independent School District #284, a Minnesota K-12 public school district.

Signature of Notary Officer (Seal if any)

Printed Name: _____
Title or Rank: _____
My Commission Expires: _____

LESSOR:

Independent School District #284,
a Minnesota K-12 public school district

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

EXHIBIT A

THE LEASED AREA AND EASEMENT DESCRIPTIONS

A PORTION OF:

The Property is legally described as follows:

All that part of Government Lots 1 and 2 in Section 32, Township 118 North, Range 22 West of the 5th Principal Meridian described as follows: Beginning at a point on the west line of Government Lot 1 distant 434.55 feet South of the Northwest corner of Government Lot 1; thence North along the said West line 434.55 feet to the Northwest corner of said Government Lot 1; thence East along the dividing line between Government Lots 1 and 2 a distance of 33 feet; thence North 82 degrees East 151.47 feet; thence North 89 degrees, 15 minutes East a distance of 115.01 feet to a point on said course, distant 298 feet, measured at right angles from the West line of said Government Lot 2; thence South parallel with the West line of said Government Lots 2 and 1 a distance of 456.96 feet to the intersection of said parallel line with a line drawn from the point of beginning and at right angles to the West line of said Government Lot 1; thence West along said right angle line 298 feet to the point of beginning.

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

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

ITEM: E. Approval of Temporary Construction Easement for By-Pass Lane

COMMENTS BY: Mr. Westrum

GWS Land Development of Plymouth, LLC requests a temporary construction easement for the grading and construction purposes of a westbound by-pass lane along the north side of County Road No. 47 at Dunkirk Lane N.

Attached is the Temporary Construction Easement for the By-Pass Lane construction, that will expire upon the completion of the work necessary to construct the by-pass lane at the designated location indicated above.

RECOMMENDED ACTION: Approve the Temporary Construction Easement for By-Pass Lane as presented.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

**TEMPORARY CONSTRUCTION EASEMENT
(For By-Pass Lane Construction)**

THIS AGREEMENT made this ____ day of _____, 2012 between GWS Land Development of Plymouth, LLC, ("Grantee"), and Independent School District No. 284, owner of property along the north side of County Road No. 47 at 16440 County Road No. 47, Plymouth, Minnesota 55446, ("Grantor").

WITNESSETH: That the Grantor, owner of the land situated in the City of Plymouth, Hennepin County, Minnesota, and in consideration of the sum of ONE DOLLAR AND OTHER GOOD AND VALUABLE CONSIDERATION to it in hand paid by Grantee, the receipt, of which is hereby acknowledged does hereby grant and convey unto the Grantor the following described temporary construction easement for the grading and construction of a westbound by-pass lane along the north side of County Road No. 47 lying over, under, across and through part of the above described parcel of land lying and being in the County of Hennepin, State of Minnesota, to-wit:

DESCRIPTION OF TEMPORARY GRADING EASEMENT:

A temporary construction easement for grading purposes over, under and across that part of the west 60 acres of the Northeast Quarter of Section 05, township 118, Range 22, Hennepin county, Minnesota, lying north of the northerly right of way of Hennepin County No. 47 and southerly of a line described as commencing at the southwest corner of said Northeast Quarter of Section 5; thence northerly along said west line a distance of 104.68 feet to the point of beginning of the line to be described; thence deflecting right at an angle of 88 degrees 39 minutes 45 seconds a distance of 158.40 feet to said northerly right of way where said line terminates.

Said easement is to expire upon the completion of the work necessary to construct the westbound by-pass lane along the north side of County Road No. 47 at Dunkirk Lane N.

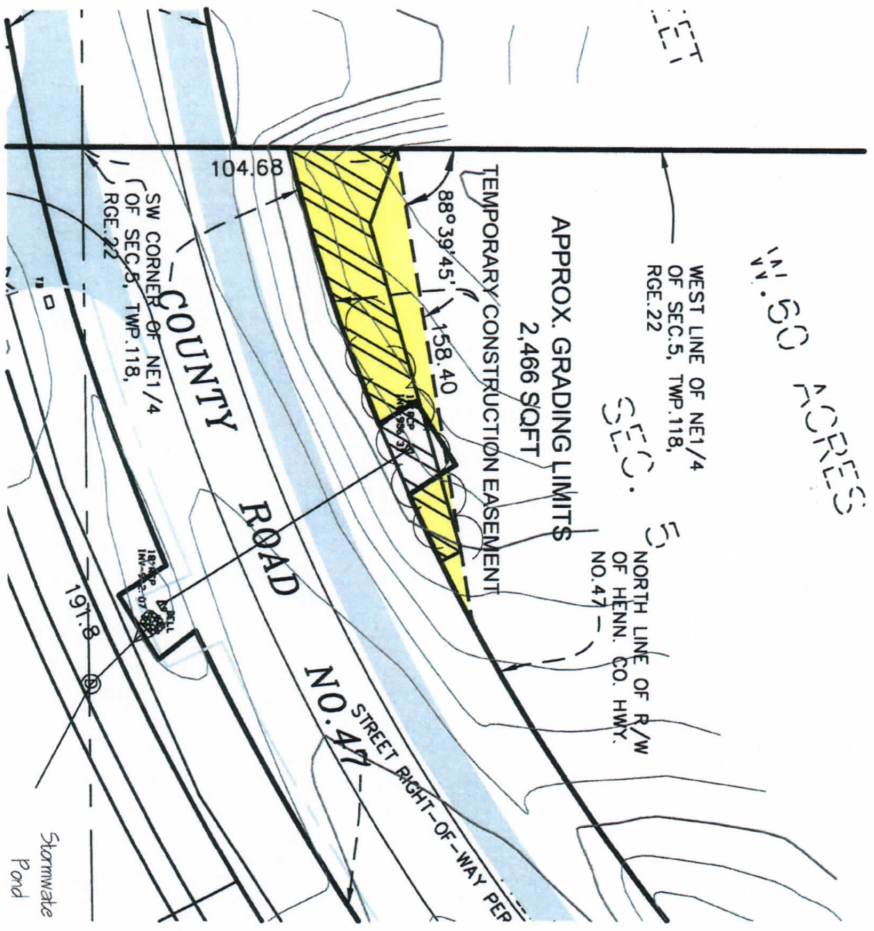
INCLUDING the rights of the Grantor, its contractors, agents, servants, and assigns, to enter upon the temporary construction easement premises at all reasonable times to construct, reconstruct, inspect, repair, and maintain said temporary construction easement over, across, on, under, and through the premises, together with the right to grade, level, fill, drain, install silt fence and/or other erosion control devices and excavate the temporary construction easement premises, and the further right to remove trees, bushes, undergrowth, and other obstructions interfering with the location, construction, and maintenance of said temporary construction easement. Grantor agrees to restore said disturbed temporary construction easement with seed and erosion control blanket, if necessary.

The above named Grantor, for itself, its successors and assigns, does covenant with Grantee, its successors and assigns, that it is well seized in fee title of the above described easement premises; that it has the sole right to grant and convey the temporary easement to the Grantee; that there are no unrecorded

44



W. 60 ACRES



Denotes Temp. Const. Area

TEMPORARY CONSTRUCTION EASEMENT DESCRIPTION

A temporary construction easement over, under and across that part of the west 60 acres of the Northeast Quarter of Section 05, Township 118, Range 22, Hennepin County, Minnesota, lying north of the northerly right of way line of Hennepin County Highway No. 47 and southerly of a line described as commencing at the southwest corner of said Northeast Quarter of Section 5, thence northerly along said west line a distance of 104.68 feet to the point of beginning of the line to be described, thence deflecting right at an angle of 88 degrees 39 minutes 45 seconds a distance of 158.40 feet to said northerly right of way line where said line terminates.

Easement Area: 3,006 sq. ft.

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota

Dated this 6th day of February, 2012.

SATHRE-BERGQUIST, INC.

David B. Pemberton, Professional Land Surveyor
Minnesota License No. 40344

DRAW/CHECK	DBP
DATE	02-06-12
BOOK / PAGE	---
JOB NO.	3120-014AA
DWG. NAME	TEMP CONST. ESMIT

TEMPORARY CONSTRUCTION EASEMENT
PREPARED FOR
GONYEA DEVELOPMENT

SATHRE-BERGQUIST, INC.
150 SOUTH BROADWAY WAYZATA, MN 55391 (952) 476-6000

ENGINEERS SURVEYORS
DESIGNERS PLANNERS

REVISIONS

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

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

ITEM: F. Human Resource Recommendations

COMMENTS BY: Ms. Annie Doughty

Employment

Susan Abraham Resignation – Deb Rahm	.5 School Nurse	High School
Stephanie Bruggers Transfer – Jim Bolum	Associate Principal	High School
Quinn Cordo Resign – Jessica Shannon	5 Hour Home Base Assistant	Gleason Lake
El-Menawi, Ikbai New Position	5 Hour Home Base Assistant	Plymouth Creek
Michelle Majzner Resign – Heather Jackson	6 Hour Paraprofessional	Birchview
Lisa McNaughton Transfer – Jill Lahti	4.25 Hour Culinary Express	East Middle
David Muscoplat Retirement – Mary Jedlicki	Staffing Specialist	Administration
Nyoka Peniata Transfer – Cheryl Lenz/New Position	6 Hour Paraprofessional	Central Middle
Erica Staple New Position	5 Hour Home Base Assistant	Kimberly Lane
Denise Stricker Transfer – Deb Musser	6 Hour Paraprofessional	Greenwood
Colleen Sundlin Resignation – Melanie Isakson	6 Hour Paraprofessional	East Middle
Collin Wagner	6 Hour Paraprofessional	Gleason Lake

Catherine Wittman
New Position

6 Hour Paraprofessional

Central Middle

Contract Modification

Angie Dubbs

District School Nurse

From .8 to 1.0

R. Charisse Littekin

Spanish Teacher, East Middle

From .833 to 1.0

Daniel Tewalt

Band/Orchestra Teacher, High School

From .8 to .833

Leave of Absence

Amanda Craven, High School Social Studies Teacher, has requested a disability leave of absence to begin approximately January 28, 2013 followed by a child care leave of absence through May 3, 2013.

Cali Fielder, ECSE Social Worker at Central Middle, has requested a disability leave of absence to begin approximately March 3, 2013 followed by a child care leave of absence through April 26, 2013.

Lucia Gardner, East Middle EL Teacher, has requested a disability leave of absence to begin approximately March 13, 2013 followed by a child care leave of absence through May 3, 2013.

Stephanie Keane, Central Middle 6th Grade Teacher, has requested a leave of absence from January 14-18, 2013 using two personal days and three days without pay.

Jill Pennings, Central Middle ECSE Teacher, has requested a leave of absence from October 15-17, 2012 using two personal days and one day without pay.

Michelle Stangler, Central Middle Culinary Express, has requested a family emergency leave from October 1 – 23, 2012 using ten sick days and five days without pay.

Sarah Thompson, East Middle School Secretary, has requested a disability leave of absence to begin approximately October 6, 2012 followed by an unpaid child care leave of absence through January 14, 2013.

Renee Wenberg, Birchview 4th Grade Teacher, has requested a six-week disability leave of absence to begin approximately January 18, 2013..

Resignation

Amy Dahl, Paraprofessional at Gleason Lake, has submitted her resignation effective on or before October 17, 2012.

Erin Frank, Paraprofessional at Oakwood, resignation effective date changed to June 7, 2012.

Susan Schaefer, Paraprofessional at Oakwood, has submitted her resignation effective June 7, 2012.

Rosemarie Valencour, Equity & Integration Secretary at Central Middle School, has submitted her resignation effective September 28, 2012.

Human Resource Services Recommendations

October 8, 2012 – Regular Meeting

Page 3

Retirement

Joanne Doucet, Secretary at Sunset Hill, has submitted her retirement effective October 31, 2012. Ms. Doucet has worked for the District since 1986.

Maria Hagberg, Home Base Assistant at Kimberly Lane, has submitted her retirement effective October 31, 2012. Ms. Hagberg has worked for the District since 1990.

RECOMMENDED ACTION: Approve the Human Resource Actions as recommended.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 2. Approval of Agenda and Consent Agenda Items

ITEM: G. Assurance of Compliance with State and Federal Laws
Prohibiting Discrimination

COMMENTS BY: Ms. Annie Doughty

The School District is required to file an annual Assurance of Compliance with State and Federal Laws Prohibiting Discrimination. At the current time, School District programs and practices are in concert with these laws as specified in the document. The Statement of Assurance forms are available in the Human Resource Department for your review and consideration.

RECOMMENDED ACTION: Approve the Assurance of Compliance with State and Federal Laws Prohibiting Discrimination and authorize the Board Chair and Board Clerk to sign the document.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

Minnesota Department of Education	Monitoring and Compliance 1500 Highway 36 West Roseville, MN 55113-4266	ASSURANCE OF COMPLIANCE WITH STATE AND FEDERAL LAW PROHIBITING DISCRIMINATION	ED-00199-08
			DUE: 11/15

GENERAL INFORMATION AND INSTRUCTIONS: Pursuant to Minnesota Statutes, section 127A.42, subd. 3, each school board shall annually submit to the Commissioner of Education a statement of compliance with state and federal laws prohibiting discrimination and provide the designated supporting information to assure that statement. Complete this form as directed and return it to the above address by November 15. Retain a copy for your files.

IDENTIFICATION INFORMATION

School District Name Wayzata Public Schools			District Number 284
Name of District Contact Person Annie Doughty	Title Exec Dir, Human Resources	Telephone Number 763-745-5014	FAX Number 763-745-5015

STATEMENT OF ASSURANCE

The undersigned hereby affirm that the above named school district is in compliance with the following state and federal laws prohibiting discrimination:

1. Minnesota Statute, section 363.03, Minnesota Human Rights Act, which prohibits discrimination in education programs and activities on grounds of race, color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual orientation, disability or age.
2. Title VI of the Civil Rights Act of 1964 (42 USC 2000d., et. seq.; 34 CFR Part 100), which provides that no person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the district receives federal financial assistance.
3. Title VII of the Civil Rights Act of 1964 (42 USC 2000e., et. seq.; P.L. 88-352), as amended by the Equal Employment Opportunity Act of 1972 (P.L. 92-261), which prohibits discrimination in employment because of an individual's race, color, religion, sex, or national origin.
4. Title IX of the Education Amendments of 1972 (20 USC, Section 1681; 34 CFR Part 106), which prohibits discrimination on the basis of sex in education programs and activities receiving or benefiting from federal financial assistance.
5. The Age Discrimination in Employment Act of 1967 (29 USC, Section 621; 42 USC Section 6101; 29 CFR Part 860), which prohibits discrimination on the basis of age (over 40 years).
6. Minnesota Statute, section 121A.04, which prohibits sex discrimination in athletic programs.
7. Minnesota Statute, section 121A.03, which requires school districts to have a policy prohibiting sexual/racial/religion harassment and violence which applies to students, teachers, administrators and other school personnel.
8. Minnesota Rules, Chapter 3535, relating to equality of educational opportunity and school desegregation, and prohibition of discriminatory practices.
9. Section 504 of the Rehabilitation Act of 1973 34 C.F.R. part 104, prohibiting discrimination on the basis of disability.
10. American with Disabilities Act 42 U.S.C. § 12101, et seq., also prohibiting discrimination on the basis of disability.
11. Minnesota Rules, part 3500.0550 relating to Inclusive Educational Program Plan.
12. Equal Education Opportunities and Transportation of Students (20 U.S.C. § 1703).
13. Title VII of the Civil Rights Act of 1964 Pregnancy Discrimination Act (within Title VII) 42 U.S.C. § 2000 e(k).
14. Fair Housing Act 42 U.S.C. § 3601 et seq. 24 C.F.R. part 100.
15. Age Discrimination Act 42 U.S.C. § 6101, 6102; 45 C.F.R. part 100.
16. Prohibition of Discrimination Based on Blindness (20 U.S.C. § 1684).
17. May 25, 1970, Office of Civil Rights Memorandum, "Identification of Discrimination and Denial of Service on the Basis of National Origin".
18. August 1975, Office of Civil Rights Memorandum, "Identification of Discrimination in the Assignment of Children to Special Education Programs".

This assurance is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal and state financial assistance extended after the date hereof to the district by the U.S. Department of Education and the Minnesota Department of Education (MDE), including installment payments after such date of application for federal financial assistance and state aid allotments which were approved before such date. The district recognizes and agrees that such federal and state financial assistance will be extended in reliance on the representations, supporting information required by Minnesota Statute, section 127A.42, subd. 3 and agreements made in this assurance. This assurance is binding on the district and the persons whose signatures appear below and who are authorized to sign on behalf of the district.

Furthermore, the undersigned hereby affirm that there is a copy of each of these laws in each building in the district and that the information given on page two and three of this form is accurate and complete.

Signature - School District Superintendent

Date

Signature - President or Chairperson of School Board

Date

Signature - Clerk of School Board

Date

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 3. STUDENT CURRICULUM PRESENTATION

ITEM: _____

COMMENTS BY: Dr. Jill Johnson

There is no student presentation.

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 4. RECOGNITIONS

ITEM: A. Employee of the Month – October 2012

COMMENTS BY: Superintendent Anderson

Central Middle School is pleased to recommend **Leslie Colanino** as the October Employee of the Month. The CMS staff has provided the following observations on why she deserves this recognition:

Leslie is a champion of students. She works tirelessly to empower the students in her Read 180 classroom. Her passion and commitment is contagious. Students know that Leslie will go to the end of the line with them. They also know that she holds them accountable for their work and behavior.

Leslie is also a prominent fixture outside of her classroom. She can be found daily in the cafeteria before school making connections with students. She is also a leader in the CMS after school program. There Leslie provides academic and social support to students who need a structured setting outside of the school day. In addition, Leslie supervises Saturday School for students that need even more assistance.

Finally, Leslie is a leader among her peers. She is a valued member of the building staff development committee, and more recently the building MyWay Committee. Leslie is not afraid to speak up and intervene when she sees a problem or an injustice. Her dedication to the students and staff at Central Middle School has made a tremendous impact on our school culture.

Congratulations, Leslie!

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 4. RECOGNITIONS

ITEM: B. Wayzata Public Schools 2012-2013 Retirees

COMMENTS BY: Superintendent Anderson

Tonight we would like to recognize the following employees who announced their retirement in 2012. We would like to thank them for their years of service to Wayzata Public Schools and wish them well in their future endeavors.

<u>Name</u>	<u>Position</u>	<u>Years of Service</u>
Joanne Doucet	Secretary, Sunset Hill	26 years
Maria Hagberg	Home Base Assistant, Kimberly Lane	22 years

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 5. REPORTS FROM ORGANIZATIONS

ITEM: _____

COMMENTS BY: Board Chair Hesby

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

Mitch Condon, Vice-President of the Student Council, will update the board on high school activities.

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WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

1. Board Policy 203 – School Board Elections – First Reading

Board Policy 203 was reviewed by the Board Policy Committee on October 2, 2012. The changes made are in accordance with M.S. 205A.05, Subd. 1. The date when a primary election can be held has changed from the first Tuesday after the second Monday in September to the second Tuesday in August of the year in which the school district general election is held. The district must opt into the primary election system by resolution.

RECOMMENDED ACTION: Accept for first reading the changes made to Board Policy 203 – “School Board Elections”, as presented.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

SCHOOL BOARD ELECTIONS

POLICY: 203

School Board elections shall be conducted according to the provisions of Minnesota law. Board members shall be elected at elections held in odd numbered years on the first Tuesday after the first Monday in November. ~~If more than twice the number of candidates file for election than the number of seats available, a primary election will be held on the first Tuesday after the second Monday in September.~~

If a district, by resolution, has opted into the primary election system and if a primary election is required, it must be held on the second Tuesday in August of the year in which the school district general election is held.

The term of office of a member shall be four years and until the member's successor qualifies. Board members shall be elected on a rotation basis of three (3) Board members elected in one election and four (4) Board members in the next election. New Board members commence service on the first Monday in January following the election.

ADOPTED: March 9, 1970
AMENDED: September 9, 1985
AMENDED: August 9, 1993
AMENDED: September 13, 1999
AMENDED: November 8, 2004
REVIEWED: January 14, 2008
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

2. Board Policy 204 – School Board Member Code of Ethics – First Reading

Board Policy 204 was reviewed by the Board Policy Committee on October 2, 2012. The appearance of the paragraphs was changed to be consistent with other board policies.

RECOMMENDED ACTION: Accept for first reading the changes made to Board Policy 204 – “School Board Member Code of Ethics”, as presented.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

**SCHOOL BOARD MEMBER
CODE OF ETHICS**

POLICY: 204

A. AS A MEMBER OF THE SCHOOL BOARD I WILL:

1. Listen.
2. Recognize the integrity of my predecessors and associates.
3. Appreciate the merit of their work.
4. Be motivated by a desire to serve the students of my District.
5. Inform myself of the proper duties and functions of a School Board member.
6. Recognize that it is my responsibility, together with other Board members, to see that the schools are properly run, not to run them myself.
7. Work through the administrative employees of the Board--not over or around them.
8. Recognize that school business may be legally transacted only in an open meeting of the School Board.

B. IN PERFORMING THE PROPER FUNCTIONS OF A SCHOOL BOARD MEMBER I WILL:

1. Perform under general educational policies unless necessity requires otherwise.
2. Function in meeting the legal responsibility that is mine as part of a policy-forming body--not as an administrative officer.
3. Consider myself a trustee of public education and do my best to protect, conserve and advance its progress.

C. TO MAINTAIN DESIRABLE RELATIONS WITH OTHER MEMBERS OF THE BOARD I WILL

1. Respect the rights of others to have and express opinions.
2. Recognize that authority rests with the School Board in legal session not with the individual members of the Board, except as authorized by law.

3. Make no disparaging remarks, in or out of Board meetings, about other members of the Board or their opinions.
4. Recognize that to promise in advance of a meeting how I will vote on any proposition is to close my mind and agree not to think through other points of view which may be presented to the meeting.
5. Make decisions in Board meetings only after all sides of debatable questions have been presented.
6. Delegate details of Board action to administrative employees.
7. Recognize that appointed special committees serve only in an advisory capacity to the School Board.
8. Consider it unethical as well as illegal to hold sessions of the School Board without proper notification of the Superintendent and granting the Superintendent the opportunity to attend.

D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY I WILL

1. Attempt to appraise both the present and future educational needs of the School District.
2. Attempt to obtain adequate financial support of the school program.
3. Interpret the needs and attitudes of the community and do my best to translate them into the educational program of the School District.
4. Consider it an important responsibility to interpret the educational program of the school as it relates to the needs of the community.
5. Insist that business transactions of the School District be on an ethical and legal basis.

E. IN WORKING WITH THE SUPERINTENDENT OF SCHOOLS AND THE STAFF I WILL

1. Hold the Superintendent responsible for the administration of the School District.
2. Give the Superintendent authority commensurate with the responsibility.
3. Assure that the School District will be administered by the best professional personnel available.
4. Consider the recommendations of the Superintendent in the appointment of all employees.

5. Participate in School Board action after considering the recommendation of the Superintendent and only after the Superintendent has furnished adequate information supporting his/her recommendations.
6. Expect the Superintendent to keep the School Board informed at all times through both oral and written reports.
7. Spend adequate time in Board meetings on educational policies.
8. Give the Superintendent counsel and advice.
9. Refer all complaints to the proper administrative officer or insist that they be presented in writing to the whole School Board.
10. Present any personal criticisms of employees to the Superintendent.
11. Provide adequate safeguards for the Superintendent and employees of the District so they may perform their proper functions on a professional level.

**F. IN FULFILLING MY LEGAL OBLIGATIONS AS A SCHOOL BOARD
MEMBER I WILL:**

1. Comply with all federal, state and local laws relating to my function as School Board Member.
2. Comply with all School District policies as adopted by the School Board.
3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other federal and state agencies with jurisdiction over School Districts.

ADOPTED: October 14, 1985
AMENDED: December 13, 2004
REVIEWED: January 14, 2008
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

3. Board Policy and Regulations 205 and 205-R – Board Member Conflict of Interest – First Reading

Board Policy and Regulations 205 and 205-R were reviewed by the Board Policy Committee on October 2, 2012. Policy 205 had no changes. The regulations were reformatted to be consistent. All policies are reviewed on a 5 year rotation.

RECOMMENDED ACTION: Accept for first reading that no changes were made to Board Policy 205 – “Board Member Conflict of Interest”.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

**BOARD MEMBER CONFLICT
OF INTEREST**

POLICY: 205

Except as authorized by law, a School Board member who is authorized to take part in any manner in making any sale, lease, or contract for goods or services shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom.

ADOPTED: May 11, 1964
AMENDED: May 15, 1973
AMENDED: October 14, 1985
AMENDED: December 13, 2004
REVIEWED: January 14, 2008
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD MEMBER CONFLICT OF INTEREST

REGULATIONS: 205-R

A School Board member who is authorized to take part in any manner in making any sale, lease, or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom.

In the following circumstances, however, the School Board may as an exception, by unanimous vote, contract for goods or services with a School Board member of the School District:

1. In the designation of a bank or savings association, in which a School Board member is interested, as an authorized depository for School District funds and as a source of borrowing, provided such deposited funds are protected in accordance with Minnesota Statute. Any School Board member having said interest shall disclose that interest and the interest shall be entered upon the minutes of the School Board. Disclosure must be made when such bank or savings association is first designated as a depository or source of borrowing, or when such School Board member is elected, whichever is later. Disclosure serves as notice of the interest and must only be made once;
2. The designation of an official newspaper, or publication of official matters therein, in which the School Board member is interested when it is the only newspaper complying with statutory requirements relating to the designation or publication;
3. A contract with a cooperative association of which the School Board member is a shareholder or stockholder but not an officer or manager;
4. A contract for which competitive bids are not required by law;
5. A School Board member may rent space in a public facility at a rate commensurate with that paid by other members of the public.
6. A School Board member may be newly employed or may continue to be employed by the School District as an employee where there is a reasonable expectation on July 1, or at the time the contract is entered into or extended, that the amount to be earned by that School Board member

under that contract or employment relationship, will not exceed \$8,000 in that fiscal year. If the School Board member does not receive majority approval to be initially employed or to continue in employment at a meeting where all School Board members are present, that employment must be immediately terminated and that School Board member will have no further rights to employment while serving as a School Board member in the School District.

A contract made pursuant to the aforementioned exceptions will be void unless the following procedure is observed:

1. The School Board must authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.
2. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated.
3. Before a claim is paid, the interested School Board member must file with the clerk of the School Board an affidavit stating:
 - a. The name of the School Board member and the office held;
 - b. An itemization of the goods or services furnished;
 - c. The contract price;
 - d. The reasonable value;
 - e. The interest of the School Board member in the contract; and
 - f. That to the best of the School Board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.

A. LIMITATIONS ON RELATED EMPLOYEES

1. The School Board can hire or dismiss teachers only at duly called meeting Where a husband and wife, brother and sister, or two brothers or sisters,

constitute a quorum, no contract employing a teacher may be made or authorized except upon the unanimous vote of the full School Board.

2. The School Board may not employ any teacher related by blood or marriage, within the fourth degree, computed by the civil law, to a School Board member except by a unanimous vote of the full School Board

B. CONFLICTS PRIOR TO TAKING OFFICE

1. School Board member with personal financial interest in a sale, lease, or contract with the School District which was entered before the School Board member took office and presents an actual or potential conflict of interest, shall immediately notify the School Board of such interest. It shall thereafter be the responsibility of the School Board member to refrain from participating in any action relating to the sale, lease, or contract. At the time of renewal of any such sale, lease, or contract, the School Board may enter into or renew such sale, lease, or contract only if it falls within one of the enumerated exceptions for contracts relating to goods or services provided above and if the procedures provided in this policy are followed.

C. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS

1. The determination as to whether a conflict of interest exists is to be made by the School Board. Any School Board member who has an actual, potential, or perceived conflict shall notify the School Board of such conflict immediately. The School Board member shall thereafter cooperate with the School Board as necessary for the School Board to make its determination.

EFFECTIVE: December 13, 2004
REVIEWED: January 14, 2008
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

4. Board Policy 209 – Open School Board Meetings – First Reading

Board Policy 209 was reviewed by the entire board on October 1, 2012 at a special work session. Brief wording was added regarding Open Meeting requirements.

RECOMMENDED ACTION: Accept for first reading that minor changes to Board Policy 209 – “Open School Board Meetings”..

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

OPEN SCHOOL BOARD MEETINGS

POLICY: 209

The school board conducts its business in an open manner in the belief that openness produces quality programming, better decision-making, more efficient administration, and an organization which is responsive to the public interest and engaged with its community. At the same time, the school board acknowledges and respects the privacy rights of individuals as provided by law and will ensure that board operations protect those rights.

All meetings of the School Board shall be open to the public, unless expressly exempted by law. A “meeting” is any gathering, excluding a social or chance meeting:

- At which board members discuss, decide, or receive information as a group on issues related to the official business of the board, and
- Where a quorum or more of voting board members is present or a quorum or more of voting board members of a committee is present.

A “quorum” for a full board meeting is a majority of voting members of the full board, that is 4 of 7 board members. A “quorum” for a committee of the board is a majority of voting members which sit on the committee, that is 2 of 3 board members. Board committee meetings which are attended by more than three board members are considered a meeting of the full board and must be noticed as a board meeting, not as a committee meeting.

Regular School Board meetings shall be held the second Monday of each month. No contract shall be made or authorized, except at a Regular meeting of the Board or at a Special meeting at which all members are present or of which all members have had notice.

Special School Board meetings may be called by the Chair or Clerk or any three members upon notice provided to each member at least three days prior thereto. For a special meeting, the School Board shall post written notice of the date, time, place and purpose of the meeting on the principal bulletin board located in the district office. The notice shall be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings. The School Board’s actions at a special meeting are limited to those topics included in the notice.

Emergency meetings are special meetings called because of circumstances that, in the judgement of the School Board, require immediate consideration. Posted or published notice of an emergency meeting shall not be required. However, the School Board shall make good faith efforts to provide notice of emergency meetings to each news medium that has filed a written request for notice. Emergency meeting notices shall include the subject of the meeting.

At all open meetings at least one printed copy of meeting materials, that have been distributed or available to the board members prior to or at the meeting and which regards the agenda, will be available on site for members of the public. This excludes any information which is classified as non-public data.

School Board practices regarding the use of email and other electronic communications are consistent with Open Meeting Law requirements. The Board annually reviews these practices and requirements, along with other School Board operating guidelines.

ADOPTION: August 13, 1968
AMENDED: September 9, 1974
AMENDED: August 11, 1975
AMENDED: September 9, 1985
AMENDED: November 8, 2004
AMENDED: February 11, 2008
AMENDED: November 14, 2011
FIRST READING: October 8, 2011

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

5. Board Policy 210 – Closed Meetings – First Reading

Board Policy 210 was reviewed by the Board Policy Committee on October 2, 2012. Policy 210 had minor changes. Language was added prohibiting any type of recording of the meetings that are closed by the BMS. All policies are reviewed on a 5 year rotation.

RECOMMENDED ACTION: Accept for first reading minor changes made to Board Policy 210 – “Closed Meetings”.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

CLOSED SCHOOL BOARD MEETINGS

POLICY: 210

The school board recognizes that there are certain exceptions to the Minnesota Open Meeting Law, as defined by law, where it has been determined that in limited circumstances the public interest is best served by closing a meeting of the school board.

School board meetings for the following specified purposes may or must be closed to the public as defined in statute:

1. Strategy for Labor Negotiations

Minnesota law specifies that the School Board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations with organized bargaining units, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota Statutes. The time of commencement and place of the closed meeting shall be announced at the public meeting. A written roll of members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings of a closed meeting to discuss negotiation strategies shall be tape recorded at the expense of the governing body and shall be preserved by it for two years after the contract is signed and shall be made available to the public after all labor contracts are signed by the governing body for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation sessions, and hearings between the school board and its employees or their respective representatives are public meetings except when closed by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods are prohibited in mediation meetings closed by the BMS.

3. Preliminary Consideration of Charges

The School Board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the School Board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held

after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting.

4. Performance Evaluations

The School Board may close a meeting to evaluate the performance of an individual who is subject to its authority. The School Board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the School Board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting.

5. Attorney-Client Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the School Board needs advice above the level of general legal advice, i.e., regarding specific acts and their legal consequences.

6. Dismissal Hearing

A hearing on the dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.

A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.

7. Coaches; Opportunity to Respond

If the School Board has declined to renew the coaching contract of a licensed or nonlicensed head varsity coach, it must notify the coach within 14 days of the decision. If the coach requests the reasons for nonrenewal, the School Board must give the coach the reasons in writing within 10 days of receiving the request. On the request of the coach, the School Board must provide the coach with a reasonable opportunity to respond to the reasons at a School Board meeting. The meeting may be open or closed at the election of the coach, unless the meeting is closed as required by Minnesota Statute to discuss educational or certain other nonpublic data.

8. Meetings to Discuss Certain "Not Public Data"

Any portion of a meeting must be closed if the following types of data are discussed:

- a. Data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
- b. Active investigative data collected or created by a law enforcement agency; or
- c. Educational data, health data, medical data, welfare data, or mental health data that are not public data.

9. Purchase and Sale of Property

The School Board may close a meeting to determine the asking price for real or personal property to be sold to the School District; to review confidential or nonpublic appraisal data; and to develop offers or counteroffers for the purchase or sale of real or personal property.

Before closing the meeting, the School Board must identify on the record the particular real or personal property that is the subject of the closed meeting. The closed meeting must be tape recorded at the expense of the School District. The tape must be preserved for eight (8) years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the School Board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified in the tape. A list of School Board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.

An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the School Board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

10. Security Matters

The School Board may close a meeting to receive security briefings and reports to discuss issues related to security systems, to discuss emergency response procedures and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.

Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.

Before closing a meeting, the School Board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting. The closed meeting must be tape recorded at the expense of the School district and the recording must be preserved for at least four (4) years.

11. Other Meetings

Other meetings shall be closed as provided by law.

The School Board shall provide notice of a closed meeting just as for an open meeting. A School Board meeting may be closed only after a majority vote at a public board meeting. Before closing a meeting, the School Board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

ADOPTED: May 12, 1986
AMENDED: December 13, 2004
AMENDED: February 11, 2008
AMENDED: November 14, 2011
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

6. Board Policy 226 – Citizen Complaints – First Reading

Board Policy 226 was reviewed by the Board Policy Committee on October 2, 2012.
Policy 226 had minor changes. All policies are reviewed on a 5 year rotation.

RECOMMENDED ACTION: Accept for first reading minor changes made to Board Policy 226
– “Citizen Complaints”.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

CITIZEN COMPLAINTS

POLICY: 226

Complaints expressed directly to Board members will be referred to the Superintendent for investigation.

The Superintendent will provide the Board members with a ~~written~~ report, if requested, ~~or will report orally~~ when the investigation has been completed.

ADOPTED: January 10, 2005
REVIEWED: January 14, 2008
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

7. Board Policy 227 – Out-Of-State Travel By School Board Members – First Reading

Board Policy 227 was reviewed by the Board Policy Committee on October 2, 2012.
Policy 227 had no changes. All policies are reviewed on a 5 year rotation.

RECOMMENDED ACTION: Accept for first reading no changes made to Board Policy 227 –
“Out-Of-State Travel By School Board Members”.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

**OUT-OF STATE TRAVEL BY
SCHOOL BOARD MEMBERS**

POLICY: 227

The purpose of this policy is to govern out-of state travel by School Board members as required by law.

Travel outside the state is appropriate when the School Board finds it proper for School Board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as School Board members. Travel to regional or national meetings of the National School Boards Association is presumed to fulfill this purpose. Travel to other out-of-state meetings for which the member intends to seek reimbursement from the School District should be preapproved by the School Board.

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary School District-related expenses.

Requests for reimbursement must be itemized on the official School District form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.

Automobile travel shall be reimbursed at the mileage rate set by the School Board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.

Amounts to be reimbursed shall be within the School Board's approved budget allocations, including attendance at workshops and conventions.

The Superintendent shall develop a schedule of reimbursement rates for School District business expenses, including those expenses requiring advance approval and specific rates of reimbursement.

This policy must be annually reviewed by the School Board.

**OUT-OF STATE TRAVEL BY
SCHOOL BOARD MEMBERS**

**POLICY 227
PAGE: 2**

ADOPTED: January 9, 2006
REVIEWED: January 14, 2008
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

8. Board Policy 301 – School District Administration – First Reading

Board Policy 301 was reviewed by the Board Policy Committee on October 2, 2012. Policy 301 had minor formatting changes. All policies are reviewed on a 5 year rotation.

RECOMMENDED ACTION: Accept for first reading minor changes made to Board Policy 301 – “School District Administration”.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

SCHOOL DISTRICT ADMINISTRATION

POLICY: 301

The purpose of this policy is to clarify the role of the School District administration and its relationship with the School Board.

- A. Effective administration and sound management practices are essential to realizing educational excellence. It is the responsibility of the School District administration to develop a school environment that recognizes the dignity of each student and employee, and the right of each student to access educational programs and services.
- B. The School Board expects all activities related to the operation of the School District to be administered in a well-planned manner, conducted in an orderly fashion, and to be consistent with the policies of the School Board.
- C. The School Board shall seek specific recommendations, background information and professional advice from the School District administration, and will hold the administration accountable for sound management of the schools.
- D. Although the School Board holds the Superintendent ultimately responsible for administration of the School District, the School Board also recognizes the direct responsibility of principals for educational results and effective leadership at the school building level.
- E. The School Board and school administration shall work together to share information and decisions that best serve the needs of School District students within financial and facility constraints that may exist.

ADOPTED: May 9, 2005
REVIEWED: May 8, 2006
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

9. Board Policy 302 – School Superintendent – First Reading

Board Policy 302 was reviewed by the Board Policy Committee on October 2, 2012. Policy 302 had minor formatting changes. All policies are reviewed on a 5 year rotation.

RECOMMENDED ACTION: Accept for first reading minor changes made to Board Policy 302 – “School Superintendent”.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

SCHOOL SUPERINTENDENT

POLICY: 302

This policy recognizes the importance of the role of the Superintendent and the overall responsibility of that position within the School District.

- A. The School Board shall employ a Superintendent who shall serve as an ex officio, nonvoting member of the School Board and as chief executive officer of the School system.
- B. The Superintendent is responsible for the management of the schools, the administration of all School District policies, and is directly accountable to the School Board.
- C. The Superintendent may delegate responsibilities to other School District personnel, but shall continue to be accountable for actions taken under such delegation.
- D. Where responsibilities are not specifically prescribed, nor School Board policy applicable, the Superintendent shall use personal and professional judgment, subject to review by the School Board.

ADOPTED: March 9, 1970
AMENDED: November 11, 1985
AMENDED: May 9, 2005
REVIEWED: May 8, 2006
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

10. Board Policy 303 – Recruitment and Appointment of Superintendent – First Reading

Board Policy 303 was reviewed by the Board Policy Committee on October 2, 2012. Policy 303 had minor formatting changes. All policies are reviewed on a 5 year rotation.

RECOMMENDED ACTION: Accept for first reading minor changes made to Board Policy 303 – “Recruitment and Appointment of Superintendent”.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

**RECRUITMENT AND APPOINTMENT
OF SUPERINTENDENT**

POLICY: 303

This policy conveys to the school community that the authority to select and employ a Superintendent is vested in the School Board.

- A. The School Board shall employ a Superintendent to serve as the chief executive officer of the School Board and to conduct the daily operations of the School District.
- B. The School Board shall consider applicants who meet or exceed the licensing standards set by the Minnesota Board of School Administrators and qualifications established in the job description for the Superintendent position. State and federal equal employment and nondiscrimination requirements shall be observed throughout the recruitment and selection process.
- C. The School Board will consider professional preparation, experience, skill and demonstrated competence of qualified applicants in making a final decision.
- D. A process for recruitment, screening, and interviewing of candidates shall be developed by the School Board.
- E. The School Board may contract for assistance in the search for a Superintendent.
- F. The School Board shall provide the contract for the Superintendent and specifically identify all conditions of employment mutually agreed upon with the Superintendent. In so doing, the School Board shall observe all requirements of state and federal law and School Board policy.

**RECRUITMENT AND APPOINTMENT
OF SUPERINTENDENT**

**POLICY 303
PAGE 2**

ADOPTED: November 11, 1985
AMENDED: May 9, 2005
REVIEWED: May 8, 2006
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

11. Board Policy 304 – Superintendent Contract, Duties and Evaluation – First Reading

Board Policy 304 was reviewed by the Board Policy Committee on October 2, 2012. Policy 304 had minor formatting changes. All policies are reviewed on a 5 year rotation.

RECOMMENDED ACTION: Accept for first reading minor changes made to Board Policy 304 – “Superintendent Contract, Duties and Evaluation”.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

**SUPERINTENDENT CONTRACT,
DUTIES AND EVALUATION**

POLICY: 304

This policy provides for the use of an employment contract with the Superintendent, a position description and the use of an approved instrument to evaluate performance.

- A. The Superintendent's contract shall be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the Superintendent.
- B. The specific duties for which the Superintendent is accountable shall be set forth in a position description for the Superintendent and shall be measured by a performance appraisal instrument approved by the School Board in consultation with the Superintendent.
- C. Annually, the School Board in consultation with the Superintendent will establish procedures for the evaluation of the Superintendent. The evaluation process will include the establishment of performance objectives based on the needs of the school system, a timeline for the review of such objectives, and methods for assessing performance and discussing the evaluation with the Superintendent.

ADOPTED: January 13, 1986
AMENDED: May 9, 2005
REVIEWED: May 8, 2006
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

12. Board Policy 305 – Superintendent's Consulting Activities – First Reading

Board Policy 304 was reviewed by the Board Policy Committee on October 2, 2012. Policy 304 had minor formatting changes. All policies are reviewed on a 5 year rotation.

RECOMMENDED ACTION: Accept for first reading minor changes made to Board Policy 305 – "Superintendent's Consulting Activities".

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

**SUPERINTENDENT'S CONSULTING
ACTIVITIES**

POLICY: 305

The Superintendent will devote his or her time, skill, labor, and attention to the direction and supervision of the school system, and will not, during the term of employment, be engaged in any other business.

By agreement with the School Board, however, the Superintendent may undertake for remuneration consultative work, speaking engagements, writing, lecturing, membership and office in educational organizations, or other professional duties and obligations.

ADOPTED: December 9, 1985
AMENDED: May 9, 2005
REVIEWED: May 8, 2006
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

13. Board Policy 307 – Administrator Code of Ethics – First Reading

Board Policy 307 was reviewed by the Board Policy Committee on October 2, 2012. Policy 307 had minor formatting changes. All policies are reviewed on a 5 year rotation.

RECOMMENDED ACTION: Accept for first reading minor changes made to Board Policy 307 – “Administrator Code of Ethics”.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

ADMINISTRATOR CODE OF ETHICS

POLICY 307

This policy establishes the requirement of the School Board that school administrators adhere to the standards of ethics and professional conduct in this policy and Minnesota law.

- A. An educational administrator's professional behavior must conform to an ethical code. The code must be idealistic and at the same time practical, so that it can apply reasonably to all educational administrators. The administrator acknowledges that the schools belong to the public they serve for the purpose of providing educational opportunities to all.
- B. However, the administrator assumes responsibility for providing professional leadership in the school and community. This responsibility requires the administrator to maintain standards of exemplary professional conduct.
- C. It must be recognized that the administrator's actions will be viewed and appraised by the community, professional associates, and students. To these ends, the administrator must subscribe to the following standards.

The educational administrator:

- 1. Makes the well-being of students the fundamental value of all decision-making and actions.
- 2. Fulfills professional responsibilities with honesty and integrity
- 3. Supports the principle of due process and protects the civil and human rights of all individuals.
- 4. Obeys local, state, and national laws and does not knowingly join or support organizations that advocate, directly or indirectly, the overthrow of the government.

5. Implements the School Board's policies.
6. Pursues appropriate measures to correct those laws, policies, and regulations that are not consistent with sound educational goals.
7. Avoids using positions for personal gain through political, social, religious, economic, or other influence.
8. Accepts academic degrees or professional certification only from duly accredited institutions.
9. Maintains the standards and seeks to improve the effectiveness of the profession through research and continuing professional development.
10. Honors all contracts until fulfillment, release, or dissolution is mutually agreed upon by all parties to the contract.
11. Adheres to the code of ethics for administrators in Minnesota law.

ADOPTED: May 9, 2005
REVIEWED: May 8, 2006
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

14. Board Policy 308 – Administrative Organization Plan – First Reading

Board Policy 308 was reviewed by the Board Policy Committee on October 2, 2012. Policy 308 had minor formatting changes. All policies are reviewed on a 5 year rotation.

RECOMMENDED ACTION: Accept for first reading minor changes made to Board Policy 308 – “Administrative Organization Plan”.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

ADMINISTRATIVE ORGANIZATION PLAN

POLICY: 308

The legal authority of the School Board is transmitted to the Superintendent to establish an administrative organization within the budgetary limitations established by the School Board.

- A. The Superintendent may reorganize lines of authority, revise the organizational chart, and eliminate or create administrative positions within such limitations.
- B. The Superintendent will review the administrative organization with the School Board before major changes or revisions are instituted.

ADOPTED: January 13, 1986
AMENDED: May 9, 2005
REVIEWED: May 8, 2006
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

15. Board Policy 310 – Administrative Personnel Professional Development Opportunities – First Reading (FOR DELETION)

Board Policy 310 was reviewed by the Board Policy Committee on October 2, 2012. It is the committee's recommendation that Policy 310 be deleted. This policy is unnecessary. All policies are reviewed on a 5 year rotation.

RECOMMENDED ACTION: Accept for first reading the deletion of Board Policy 310 – “Administrative Personnel Professional Development Opportunities”.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

**ADMINISTRATIVE PERSONNEL
PROFESSIONAL DEVELOPMENT
OPPORTUNITIES**

POLICY: 310

~~The School Board recognizes the value of in-service professional growth activity for its administrators including attendance at seminars, conference and conventions. Authorization to participate in such professional activities will be provided by the Superintendent of Schools. The Superintendent shall be guided in this authorization decision by the appropriateness of the activity and the availability of funds for such purpose.~~

ADOPTED: October 8, 1973
AMENDED: February 10, 1986
AMENDED: May 9, 2005
REVIEWED: May 8, 2006
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

16. Board Policy and Regulations 403 and 403-R – Harassment and Violence – First Reading

Board Policy and Regulations 403 and 403-R were reviewed by the Board Policy Committee on October 2, 2012. Policy 403 had no changes. The regulations were reformatted to be consistent. All policies are reviewed on a 5-year rotation. This policy is an annual policy that has to be reviewed each year.

RECOMMENDED ACTION: Accept for first reading no changes to Board Policy 403 – “Harassment and Violence”.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

HARASSMENT AND VIOLENCE

POLICY: 403

It is the policy of the District to maintain a learning and working environment that is free from harassment and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation or disability. The District prohibits any form of harassment or violence on the basis of the fore-mentioned.

It shall be a violation of this policy for any pupil, teacher, administrator or other school personnel of the District to harass a pupil, teacher, administrator or other school personnel or groups of pupils, teachers, administrators or other school personnel through conduct or communication or inflict, threaten to inflict, or attempt to inflict violence based on a person's race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation or disability. (For purposes of this policy, school personnel include school board members, school employees, agents, volunteers, contractors or persons subject to the supervision and control of the District.)

The District will act to investigate all complaints, either formal or informal, verbal or written, of harassment or violence based on a person's (or-group's) race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regards to public assistance, sexual orientation or disability and to discipline or take appropriate action against any pupil, teacher, administrator or other school personnel who is found to have violated this policy.

**HARASSMENT AND VIOLENCE
POLICY**

**CODE: 403
PAGE 2**

ADOPTED: March 10, 1986
AMENDED: September 16, 1991
AMENDED: September 13, 1993
AMENDED: July 11, 1994
AMENDED: December 11, 1995
AMENDED: May 14, 2001
AMENDED: July 12, 2004
REVIEWED: October 9, 2006
AMENDED: September 10, 2007
REVIEWED: October 13, 2008
REVIEWED: October 12, 2009
REVIEWED: November 8, 2010
REVIEWED: October 10, 2011
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

HARASSMENT AND VIOLENCE

REGULATIONS: 403-R

To implement the School Board policy prohibiting harassment & violence, the District will utilize the following definitions, reporting procedures, District action and training regulations:

I. DEFINITIONS:

- A. "Assault" is;
 - 1. an act done with intent to cause fear in another of immediate bodily harm or death;
 - 2. the intentional infliction of or attempt to bodily harm upon another;
 - 3. or the threat to do bodily harm to another with present ability to carry out the threat.

- B. "Harassment" prohibited by this policy consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual's or group of individuals' race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability when the conduct;
 - 1. has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;
 - 2. has the purpose or effect of substantially or unreasonably Interferes with an individual's work or academic performance; or
 - 3. otherwise adversely affects an individual's employment or academic opportunities.

- C. "Immediately" means as soon as possible but in no event longer than 24 hours.

- D. Protected Classifications; Definitions
 - 1. "Age" means the person is over the age of 25 years.
 - 2. "Disability" means any condition or characteristic that renders a person a disabled person. A disabled person is any person who:

- a. has a physical, sensory, or mental impairment which materially limits one or more major life activities;
 - b. has a record of such an impairment;
 - c. is regarded as having such an impairment;
- 3. “Familial status” means the condition of one or more minors being domiciled with:
 - a. their parent or parents or the minor’s legal guardian; or
 - b. the designee of the parent or parents or guardian with the written permission of the parent or parents or guardian. The protections afforded against harassment on the basis of family status apply to any person who is pregnant or is in the process of securing legal custody of an individual who has not attained the age of majority.
- 4. “Marital status” means whether a person is single, married, remarried, divorced, separated, or a surviving spouse and, in employment cases, includes protection against harassment on the basis of the identity, situation, actions, or beliefs of a spouse or former spouse.
- 5. “National origin” means the place of birth of an individual or of any of the individual’s lineal ancestors.
- 6. Sex” includes, but is not limited to, pregnancy, childbirth, and disabilities related to pregnancy or childbirth.
- 7. “Sexual orientation” means having or being perceived as having an emotional, physical, or sexual attachment to another person without regard to the sex of that person or having or being perceived as having an orientation for such attachment, or having or being perceived as having a self-image or identity not traditionally associated with one’s biological maleness or femaleness. “Sexual orientation” does not include a physical or sexual attachment to children by an adult.
- 8. “Status with regard to public assistance” means the condition of being a recipient of federal, state, or local assistance, including medical assistance, or of being a tenant receiving federal, state, or local subsidies, including rental assistance or rent supplements.

E. Sexual Harassment; Definition

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

F. Racial Harassment; Definition

1. Racial harassment consists of physical or verbal conduct relating to an individual’s race when the conduct:
 - a. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment

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

G. Religious Harassment; Definition

- 1. Religious harassment consists of physical or verbal conduct which is related to an individual's religion when the conduct
 - a. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment
 - b. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or
 - c. otherwise adversely affects an individual's employment or academic opportunities.

H. Violence; Definition

Violence prohibited by this policy is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to, race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, or disability.

II. REPORTING PROCEDURES

- A. Any person who believes he or she has been the victim of-harassment or violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation or disability by a pupil, teacher, administrator or other school personnel of the District, or any person with knowledge or belief of conduct which may constitute harassment or violence prohibited by this policy_toward a pupil, teacher, administrator or other school personnel or group of pupils, teachers, administrators, or other school personnel should report the alleged acts immediately to an appropriate District official designated by this policy. The District encourages the reporting party or complainant(s) to use the report form available from the principal of each building or available from the

District office, but oral reports shall be considered complaints as well. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a District Human Rights Officer or to the Superintendent.

- B. In Each School Building. The building principal or the principal's designee or the building supervisor (hereinafter building report taker) is the person responsible for receiving oral or written reports harassment or violence prohibited by this policy at the building level. Any adult District personnel who receives a report of harassment or violence prohibited by this policy shall inform the building report taker immediately. The building report taker will take appropriate action to investigate student-to-student complaints and resolve the matter in a timely fashion.
- C. If the complaint involves an adult, the building report taker must notify the District Human Rights Officer immediately, without screening or investigating the report. The building report taker may request, but may not insist upon a written complaint. A written statement of the facts alleged will be forwarded as soon as practical by the building report taker to the Human Rights Officer. If the report was given verbally, the building report taker shall personally reduce it to written form within 24 hours and forward it to the Human Rights Officer. Failure to forward any harassment or violence report or complaint as provided herein may result in disciplinary action against the building report taker. If the complaint involves the building report taker, the complaint shall be made or filed directly with the Executive Director of Human Resource Services by the reporting party or complainant.
- D. The School Board hereby designates the Executive Director of Human Resource Services as the District Human Rights Officer to receive reports or complaints of harassment or violence prohibited by this policy. If the complaint involves the Human Rights Officer or if the complainant would be more comfortable, the complaint shall be filed directly with the Superintendent.
- E. The District shall conspicuously post the name of the Human Rights Officer, including mailing address and telephone number.
- F. Submission of a good faith complaint or report of harassment or violence prohibited by this policy will not affect the complainant or reporter's future employment, grades or work assignments.
- G. Use of formal reporting forms is not mandatory.

- H. Reports of harassment or violence prohibited by this policy are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The District will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the District's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations

III. INVESTIGATION

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

IV. SCHOOL DISTRICT ACTION

- A. Upon completion of the investigation, the District will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. District action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law and District policies.
- B. The result of the District's investigation of each complaint filed under these procedures will be reported in writing to the complainant by the District in accordance with state and federal law regarding data or records privacy.

V. REPRISAL

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

VI. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

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

VII. HARASSMENT OR VIOLENCE AS ABUSE

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

VIII. DISSEMINATION OF POLICY AND TRAINING

- A. This policy shall be conspicuously posted throughout each school building in areas accessible to pupils and staff members.

- B. This policy shall be given to each District employee and independent contractor at the time of entering into the person's employment contract.
- C. This policy shall appear in the student handbook.
- D. The District will develop a method of discussing this policy with students and employees.
- E. This policy shall be reviewed at least annually for compliance with state and federal law.

EFFECTIVE: March 10, 1986
MODIFIED: September 16, 1991
MODIFIED: March 13, 1992
MODIFIED: July 22, 1992
MODIFIED: November 23, 1992
MODIFIED: September 13, 1993
MODIFIED: April 30, 2001
MODIFIED: July 12, 2004
REVIEWED: October 10, 2005
MODIFIED: October 9, 2006
MODIFIED: September 10, 2007
REVIEWED: October 13, 2008
REVIEWED: October 12, 2009
REVIEWED: October 11, 2010
MODIFIED: November 14, 2011
REVIEWED: October 8, 2012

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

17. Board Policy and Regulations 415 and 415-R Mandated Reporting of Child Neglect or Physical or Sexual Abuse – First Reading

Board Policy and Regulations 415 and 415-R were reviewed by the Board Policy Committee on October 2, 2012. Policy 415 had no changes. The regulations were reformatted to be consistent. All policies are reviewed on a 5-year rotation. This policy is an annual policy that has to be reviewed each year.

RECOMMENDED ACTION: Accept for first reading no changes to Board Policy 415 – “Mandated Reporting of Child Neglect or Physical or Sexual Abuse”..

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

**MANDATED REPORTING OF CHILD
NEGLECT OR PHYSICAL OR SEXUAL
ABUSE**

POLICY: 415

The District will comply with Minnesota Statutes requiring school personnel to report suspected child neglect or physical or sexual abuse.

It shall be a violation of this policy for any school personnel to fail to immediately report instances of child neglect, or physical or sexual abuse when the school personnel knows or has reason to believe a child is being neglected or physically or sexually abused or has been neglected or physically or sexually abused.

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

Minn. Stat. § 121A.58 (Corporal Punishment)

Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)

Minn. Stat. § 121A.67 (Aversive and Deprivation Procedures)

Minn. Stat. § 245.825 (Use of Aversive or Deprivation Procedures)

Minn. Stat. § 260C.007, Subd.4, Clause (5) (Child in Need of Protection)

Minn. Stat. § 609.02, Subd.6 (Definitions – Dangerous Weapon)

Minn. Stat. § 609.341, Subd. 10 (Definitions – Position of Authority)

Minn. Stat. § 609.341, Subd. 15 (Definitions – Significant Relationship)

Minn. Stat. § 609.379 (Reasonable Force)

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

Minn. Stat. § 626.5561 (Reporting of Prenatal Exposure to Controlled Substances) 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

ADOPTED: November 20, 2003
AMENDED: July 12, 2004
REVIEWED: October 10, 2005
AMENDED: November 13, 2006
AMENDED: September 10, 2007
REVIEWED: October 13, 2008
REVIEWED: October 12, 2009
REVIEWED: November 8, 2010
REVIEWED: November 14, 2011
FIRST READING: October 8, 2012

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

**MANDATED REPORTING OF CHILD
NEGLECT OR PHYSICAL OR SEXUAL
ABUSE**

REGULATIONS: 415-R

These regulations will be adhered to in accordance of Policy #415, Mandated Reporting of Child Neglect or Physical or Sexual Abuse.

I. DEFINITIONS

- A. "Accidental" means a sudden, not reasonable foreseeable, and unexpected occurrence or event which:
 - 1. is not likely to occur and could not have been prevented by exercise of due care; and
 - 2. if occurring while a child is receiving services from a facility, happens when the facility and the employee or person providing services is in the facility are in compliance with the laws and rules relevant to the occurrence of event.
- B. "Child" means one under age 18 and, for purposes of Minn. Stat. Ch. 260C (Child Protection), includes an individual under age 21 who is in foster care.
- C. "Immediately" means as soon as possible but in no event longer than 24 hours.
- D. "Mandated Reporter" means any school personnel who knows or has reason to believe a child is being neglected or physically or sexually abused, or has been neglected or physically or sexually abused.
- E. "Neglect" means the commission or omission of any of the acts specified below, other than by accidental means:
 - 1. failure by a person responsible for a child's care to supply a child with necessary food, clothing, shelter, health, medical, or other care required for the child's physical or mental health when reasonably able to do so and including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;
 - 2. failure to protect a child from conditions or actions that seriously endanger the child's physical or mental health when reasonably able to do so;
 - 3. failure to provide for necessary supervision or child care arrangements appropriate for a child after considering factors such as the child's age, mental ability, physical condition, length of absence, or environment, when the child is unable to

- care for his or her own basic needs or safety or the basic needs or safety of another child in his or her care;
4. failure to ensure that a child is educated in accordance with state law, which does not include a parent's refusal to provide his or her child with sympathomimetic medications;
 5. prenatal exposure to a controlled substance used by the mother for a nonmedical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the mother at delivery or the child's birth, or medical effects or developmental delays during the child's first year of life that medically indicate prenatal exposure to a controlled substance;
 6. medical neglect as defined by Minn. Stat. § 260C.007, subd. 4, clause (5);
 7. chronic and severe use of alcohol or a controlled substance by a parent or person responsible for the care of the child that adversely affects the child's basic needs and safety; or
 8. emotional harm from a pattern of behavior which contributes to impaired emotional functioning of the child which may be demonstrated by a substantial and observable effect in the child's behavior, emotional response, or cognition that is not within the normal range for the child's age and stage of development, with due regard to the child's culture.

Neglect does not include spiritual means or prayer for treatment or care of disease where the person responsible for the child's care in good faith has selected and depended on those means for treatment or care of disease, except where the lack of medical care may cause serious danger to the child's health.

- F. "Non-maltreatment mistake" means (1) at the time of the incident, the individual was performing duties identified in the center's child care program plan required under Minn. Rules Part 9503.0045; (2) the individual has not been determined responsible for a similar incident that resulted in a finding of maltreatment for at least seven years; (3) the individual has not been determined to have committed a similar non-maltreatment mistake under this paragraph for at least four years; (4) any injury to a child resulting from the incident, if treated, is treated only with remedies that are available over the counter, whether ordered by a medical professional or not; and (5) except for the period when the incident, occurred, the facility and the individual providing services were both in compliance with all licensing requirements relevant to the incident. This definition only applies to child care centers licensed under Minn. Rules Ch. 9503.

- G. "Physical Abuse" means any physical injury, mental injury, or threatened injury, inflicted by a person responsible for the child's care other than by accidental means; or any physical or mental injury that cannot reasonably be explained by the child's history of injuries or any aversive or deprivation procedures, or regulated interventions, that have not been authorized by Minn. Stat. § 121A.67 or § 245.825.

Abuse does not include reasonable and moderate physical discipline of a child administered by a parent or legal guardian which does not result in an injury. Abuse does not include the use of reasonable force by a teacher, principal, or school employee as allowed by Minn. Stat. § 121A.582.

Actions which are not reasonable and moderate include, but are not limited to, any of the following that are done in anger or without regard to the safety of the child: (1) throwing, kicking, burning, biting, or cutting a child; (2) striking a child with a closed fist; (3) shaking a child under age three; (4) striking or other actions which result in any non-accidental injury to a child under 18 months of age; (5) unreasonable interference with a child's breathing; (6) threatening a child with a weapon, as defined in Minn. Stat. § 609.02, subd. 6; (7) striking a child under age one on the face or head; (8) purposely giving a child poison, alcohol, or dangerous, harmful, or controlled substances which were not prescribed for the child by a practitioner, in order to control or punish the child, or giving the child other substances that substantially affect the child's behavior, motor coordination, or judgment or that result in sickness or internal injury, or subject the child to medical procedures that would be unnecessary if the child were not exposed to the substances; (9) unreasonable physical confinement or restraint not permitted under Minn. Stat. § 609.379 including, but not limited to, tying, caging, or chaining; or (10) in a school facility or school zone, an act by a person responsible for the child's care that is a violation under Minn. Stat. § 121A.58.

- H. "School Personnel" means professional employee or professional's delegate of the District who provides health, educational, social, psychological, law enforcement or child care services.
- I. "Sexual Abuse" means the subjection of a child by a person responsible for the child's care, by a person who has a significant relationship to the child (as defined in Minn. Stat. § 609.341, subd. 15), or by a person in a position of authority (as defined in Minn. Stat. § 609.341, subd. 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such acts include sexual penetration as well as sexual contact. Sexual abuse also includes any act involving a minor which constitutes a violation of

Minnesota statutes prohibiting prostitution, or use of a minor in a sexual performance. Sexual abuse includes threatened sexual abuse.

- J. "Mental Injury" means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child's ability to function within a normal range of performance and behavior with due regard to the child's culture.
- K. "Person responsible for the child's care" means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employees or agents, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.
- L. "Threatened injury" means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child's care who has subjected the child to, or failed to protect a child from, egregious harm, or a person whose parental rights were involuntarily terminated, been found palpably unfit, or one from whom legal and physical custody of a child has been involuntarily transferred to another.

II. REPORTING PROCEDURES

- A. A mandated reporter as defined herein shall immediately report the neglect or physical or sexual abuse, which he or she knows or has reason to believe is happening or has happened to the local welfare agency, police department, county sheriff, or agency responsible for assisting or investigating maltreatment.
- B. If the immediate report has been made orally, by telephone or otherwise, the oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff, local welfare agency, or agency responsible for assisting or investigating maltreatment. The written report shall identify the child, any person believed to be responsible for the abuse or neglect of the child if the person is known, the nature and extent of the abuse or neglect and the name and address of the reporter.

- C. A mandated reporter who knows or has reason to know of the deprivation of parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.
- D. With the exception of a health care professional or a social professional who is providing the woman with prenatal care or other health care services, a mandated reporter shall immediately report to the local welfare agency if the person knows or has reason to believe that a woman is pregnant and has used a controlled substance for a nonmedical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.
- E. A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, up to and including termination of employment.
- F. Submission of a good faith report under Minnesota law and this policy will not adversely affect the reporter's employment, or the child's access to school.
- G. Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury, and the reckless making of a false report may result in discipline. The court may also award attorney's fees.

III. INVESTIGATION

- A. The responsibility for investigating reports of suspected neglect or physical or sexual abuse rests with the appropriate county, state, or local agency or agencies. The investigating agency may interview the child at school. The interview may take place outside the presence of a school official. The investigating agency, not the school, is responsible for either notifying or withholding notification of the interview to the parent, guardian or person responsible for the child's care. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded.
- B. When the investigating agency determines that an interview should take place on school property, written notification of intent to interview the child on school property will be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school property.

- C. Except where the alleged perpetrator is believed to be a school official or employee, the time and place, and manner of the interview on school premises shall be within the discretion of school officials, but the local welfare or law enforcement agency shall have the exclusive authority to determine who may attend the interview. The conditions as to time, place, and manner of the interview set by the school officials shall be reasonable and the interview shall be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school officials and the local welfare or law enforcement agency. Every effort must be made to reduce the disruption of the educational program of the child, other students, or school employees when an interview is conducted on school premises.
- D. Where the alleged perpetrator is believed to be a school official or employee, the District shall conduct its own investigation independent of MDE and, if involved, the local welfare or law enforcement agency.
- E. Upon request by MDE, the District shall provide all requested data that are relevant to a report of maltreatment and are in the possession of a school facility, pursuant to an assessment or investigation of a maltreatment report of a student in school. The District shall provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

IV. MAINTENANCE OF SCHOOL RECORDS CONCERNING ABUSE OR POTENTIAL ABUSE

- A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school property, written notification of the agency's intent to interview on school property must be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct the interview. The notification shall be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.
- B. All records regarding a report of maltreatment, including any notification of intent to interview which was received by the school as described above in Paragraph A, shall be destroyed by the school only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

V. PHYSICAL OR SEXUAL ABUSE AS SEXUAL HARASSMENT OR VIOLENCE

Under certain circumstances, alleged physical or sexual abuse may also be sexual harassment or violence under Minnesota law. If so, the duties relating to the reporting and investigation of such harassment or violence may be applicable.

VI. DISSEMINATION OF POLICY

- A. The District will develop a method of disseminating this regulation with school personnel.

EFFECTIVE: September 28, 1987
MODIFIED: May 14, 1990
MODIFIED: September 28, 1992
MODIFIED: November 13, 2001
MODIFIED: July 12, 2004
REVIEWED: October 10, 2005
MODIFIED: November 13, 2006
MODIFIED: September 10, 2007
REVIEWED: October 13, 2008
REVIEWED: October 12, 2009
REVIEWED: October 11, 2010
MODIFIED: October 10, 2011
REVIEWED: October 8, 2012

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS

ITEM: B. Teaching and Learning

COMMENTS BY: Dr. Jill Johnson

There are no items for this section.

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS

ITEM: C. Finance and Business Services

COMMENTS BY: Mr. Westrum

1. Monthly Financial Reports

Enclosed for School Board review and information is the following financial report:

- Student Activity Fund Report of August 30, 2012.

The Monthly Financial Report details fund and budget status data as of June 30, 2012 will be reported once the June 30, 2012 audit is complete.

No School Board action is required.

Wayzata Public Schools											
Student Activity Fund Summary											
August 2012											
PROGRAM/LOCATION : WEST MIDDLE SCHOOL											
								Balance as Of	FY'2012/13	FY'2012/13	Balance as Of
Fund	Type	Org	Prg	Crs	Fin	Obj/Src	Account Name	06/30/12	Revenue	Expend	08/31/12
21	E/R	351	280	201	000	899/099	BAND - KEEP!	-	0.00	0.00	-
21	E/R	351	280	202	000	899/099	CHOIR - KEEP!	243.19	239.00	0.00	482.19
21	E/R	351	280	203	000	899/099	STUDENT SERVICES	248.32	719.23	0.00	967.55
21	E/R	351	280	209	000	899/099	STUDENT COUNCIL	600.98	0.00	0.00	600.98
21	E/R	351	280	212	000	899/099	YEARBOOK	6,736.52	210.00	4,990.19	1,956.33
21	E/R	351	280	213	000	899/099	THEATER	4,730.13	6,184.00	1,235.14	9,678.99
21	E/R	351	280	215	000	899/099	DAY ONE	28.00	108.00	0.00	136.00
TOTAL WEST MIDDLE SCHOOL								12,587.14	7,460.23	6,225.33	13,822.04
PROGRAM/LOCATION : EAST MIDDLE SCHOOL											
								Balance as Of	FY'2012/13	FY'2012/13	Balance as Of
Fund	Type	Org	Prg	Crs	Fin	Obj/Src	Account Name	06/30/12	Revenue	Expend	08/31/12
21	E/R	352	280	100	000	899/099	STUDENT SERVICES	12,537.24	1,011.00	116.80	13,431.44
21	E/R	352	280	104	000	899/099	BAND	1,859.86	0.00	61.60	1,798.26
21	E/R	352	280	105	000	899/099	STUDENT COUNCIL	5,992.54	(13.50)	1,363.35	4,615.69
21	E/R	352	280	107	000	899/099	VARIETY FUND	10,188.45	0.00	0.00	10,188.45
TOTAL EAST MIDDLE SCHOOL								30,578.09	997.50	1,541.75	30,033.84
PROGRAM/LOCATION : BIRCHVIEW											
								Balance as Of	FY'2012/13	FY'2012/13	Balance as Of
Fund	Type	Org	Prg	Crs	Fin	Obj/Src	Account Name	06/30/12	Revenue	Expend	08/31/12
21	E/R	404	280	251	000	899/099	STUDENT SERV - K	681.13	0.00	0.00	681.13
21	E/R	404	280	253	000	899/099	STUDENT SERV - GR 1	106.10	0.00	0.00	106.10
21	E/R	404	280	254	000	899/099	STUDENT SERV - GR 2	495.15	0.00	0.00	495.15
21	E/R	404	280	255	000	899/099	STUDENT SERV - GR 3	155.62	0.00	0.00	155.62
21	E/R	404	280	256	000	899/099	STUDENT SERV - GR 4	2.48	50.00	0.00	52.48
21	E/R	404	280	257	000	899/099	STUDENT SERV - GR 5	339.47	0.00	424.80	(85.33)
21	E/R	404	280	259	000	899/099	STUDENT COUNCIL	1,502.95	0.00	0.00	1,502.95
21	E/R	404	280	260	000	899/099	STUDENT SERV - GENERAL	1,885.71	0.00	0.00	1,885.71
21	E/R	404	280	261	000	899/099	MEDIA	1,435.92	0.00	0.00	1,435.92
TOTAL BIRCHVIEW								6,604.53	50.00	424.80	6,229.73

[illegible]

[illegible]

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. APPROVAL OF AGENDA AND CONSENT AGENDA ITEMS

ITEM: C. Finance and Business Services

COMMENTS BY: Mr. Westrum

2. Resolution Providing for Open Enrollment Non-Resident Agreement for 2013-2014

According to Minnesota Statute 124D.03, Subdivision 2, A Board may, by resolution, limit the enrollment for nonresident pupils in its schools or program according to this section to a number not less than the lesser of:

- 1) One percent of the total enrollment at each grade level in the district; or
- 2) The number of district's residents at that grade level enrolled in a non-resident district according to this section.

Open Enrollment Guidelines for 2013-2014:

- Close open enrollment at grades 1-12
- Limit kindergarten open enrollment to a district-wide total not to exceed 650 students, as determined on February 15, 2013.
- Accept kindergarten siblings into the elementary building where an older sibling in grades K-4 is assigned to attend in 2013-2014.

RECOMMENDED ACTION: Approve the recommendation to close open enrollment for 2013-2014 in grades 1-12 and limit open enrollment in kindergarten; not to exceed a district-wide total of 650 students, as determined on February 15, 2013.

Motion by: _____ ROLL CALL Passed _____

Second by: _____ VOTE Failed _____

RESOLUTION PROVIDING FOR OPEN-ENROLLMENT NON-RESIDENT AGREEMENT FOR 2013-2014

WHEREAS, in accordance to Minnesota Statute 124D.03, Subdivision 2, A Board may, by resolution, limit the enrollment for nonresident pupils in its schools or program according to this section to a number not less than the lessor of:

- One percent of the total enrollment at each grade level in the district;
- The number of district residents at that grade level enrolled in a non-resident district according to this section;

RECITAL, the administration recommends the following open enrollment guidelines for school year 2013-2014:

- Close open enrollment at grades 1-12
- Limit kindergarten open enrollment to a district-wide total not to exceed 650 students, as determined on February 15, 2013.
- Accept kindergarten siblings into the elementary building where an older sibling in grades K-4 is assigned to attend in 2013-2014.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 284, City of Wayzata, State of Minnesota, as follows:

1. Approve the recommendation to close open enrollment for 2013-2014 in grades 1-12 and limit open enrollment in kindergarten; not to exceed a district-wide total of 650 students, as determined on February 15, 2013.

WITNESS MY HAND officially as such recording officer this ____ day of October, 2012.

School District Clerk

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 6. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS

ITEM: D. Human Resources

COMMENTS BY: Annie Doughty

There are no items for this section.

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 7. OTHER BOARD ACTION

ITEM: _____

COMMENTS BY: Board Chair Hesby

There is no further Board action.

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 8. AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD

ITEM: _____

COMMENTS BY: Board Chair Hesby

This section of the agenda provides an opportunity for members of the audience to address the School Board.

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 9. BOARD REPORTS

ITEM: _____

COMMENTS BY: Board Chair Hesby

This section of the agenda provides an opportunity for Board members and/or the Superintendent to report on committee activity, programs or events.

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 8, 2012

AGENDA SECTION: 10. ADJOURN

ITEM: _____

COMMENTS BY: Board Chair Hesby

If there is no additional business before the School Board, the Chair will call for a motion to adjourn the meeting.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____