

# WAYZATA PUBLIC SCHOOLS

Independent School District 284

Wayzata, Minnesota

## **BOARD OF EDUCATION**

Regular Meeting - July 14, 2014 - 7:00 PM  
Wayzata City Hall, 600 Rice Street, Wayzata

### **AGENDA**

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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:	
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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 – July 14, 2014

**AGENDA SECTION:** 1. Call to Order

**ITEM:** Call to Order/Roll Call Attendance

**COMMENTS BY:** Linda Cohen, Board Chair

School Board Chair, Linda Cohen, will call the meeting to order.

	<u>Present</u>	<u>Absent</u>
Ms. Linda A. Cohen	_____	_____
Ms. Andrea Cuene	_____	_____
Ms. Sarah Johansen	_____	_____
Mr. Jay A. Hesby	_____	_____
Mr. Chris McCullough	_____	_____
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 – July 14, 2014

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

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

**COMMENTS BY:** Linda Cohen, Board Chair

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**
- B. Finance and Business Recommendations**
- C. Human Resource Recommendations**
- D. Resolution for Membership in the Minnesota State High School League for the 2014-2015 School Year**
- E. Approval of Student Teaching Agreements**
- F. Early Childhood Special Education Lease Contract with Wayzata Community Church**
- G. Community Education Home Base Bright Start and Plymouth Presbyterian Church Lease Agreement**
- H. Waive Statutory Requirement for Weekly Pledge of Allegiance**
- I. District Professional Memberships for 2014-2015**

**RECOMMENDED ACTION:** Approve the agenda as presented and the Consent Agenda items. A roll call vote is needed to approve the MSHSL resolution.

Motion by: \_\_\_\_\_ ROLL CALL Passed \_\_\_\_\_

Second by: \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions: \_\_\_\_\_

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14 2014

**AGENDA SECTION:** 2. Approval of Minutes

**ITEM:** A. Approval of Minutes

**COMMENTS BY:** Cheryl Polzin, Board Clerk

**6.09.14 Regular Board Meeting Minutes**

**6.23.14 Special Meeting Minutes**

**RECOMMENDED ACTION:** Approve the minutes of the Regular Board Meeting of June 9th, 2014; the Special Meeting Minutes of June 23, 2014.

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

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

Abstentions: \_\_\_\_\_

# Minutes of Regular Meeting

## The Board of Education Wayzata Public Schools

---

A Regular Meeting of the Board of Education of Wayzata Public Schools was held Monday, June 9, 2014, beginning at 7:00 PM in the Wayzata City Hall, 600 Rice Street, Wayzata.

### 1. CALL TO ORDER/ROLL CALL

*The meeting was called to order by Linda Cohen, Board Chair. Cheryl Polzin, Board Clerk, called the roll. The following School Board members were present: Linda Cohen, Andrea Cuene, Jay Hesby, Sarah Johansen, Chris McCullough, Carter Peterson, Cheryl Polzin, and Chace B. Anderson, Superintendent of Schools and Ex Officio member of the School Board*

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

*Motion to approve the agenda and consent agenda was made by Jay Hesby and seconded by Carter Peterson. The agenda and consent agenda were approved unanimously as presented.*

#### A. Approval of Minutes

*Approved the minutes of the 5.12.2014 Regular Meeting and the 5.22.2014 Closed Meeting.*

#### B. Finance and Business Recommendations

##### 1. Monthly Reports

*Approved the following disbursements*

<i>General Checking Account for May 2014</i>	<i>\$ 1,500,436.24</i>
<i>Wire Transfer for April 2014</i>	<i>\$ 32,864,811.00</i>

<i>Amount</i>	<i>Donated By</i>	<i>Purpose</i>
<i>25.00</i>	<i>Piper Jaffray Community Relation</i>	<i>Student activities for Kimberly Lane Elementary</i>
<i>35.00</i>	<i>Amy Buboltz and Wells Fargo</i>	<i>Matching Gift Program for Oakwood Elementary</i>
<i>42.00</i>	<i>Wells Fargo</i>	<i>Matching Gift Program for Gleason Lake Elementary</i>
<i>100.00</i>	<i>Kottemann Orthodontics, P.L.L.C.</i>	<i>New Patient Program supporting Kimberly Lane Elementary</i>
<i>100.00</i>	<i>Kottemann Orthodontics, P.L.L.C.</i>	<i>New Patient Program supporting Kimberly Lane Elementary</i>
<i>121.15</i>	<i>Amy Unzicker and Wells Fargo</i>	<i>Wells Fargo Educational Matching Gift Program supporting the purchase of blinds for first grade classrooms at Greenwood Elementary</i>
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228.84	Wells Fargo	Wells Fargo Community Support Campaign towards Sunset Hill Elementary student activities
228.84	Wells Fargo	Wells Fargo Community Support Campaign towards Sunset Hill Elementary student activities
260.00	April Meyer and Wells Fargo	Wells Fargo Educational Matching Gift Program supporting Oakwood Elementary
578.61	Greenwood Elementary PTA	Instructional Supplies
825.00	RBC Wealth	Memorial Scholarship for 5 <sup>th</sup> Grade Duluth Trip
2,000.00	Lowe's Charitable Contribution	Birchview Elementary Nature Center
<b>Total:</b> <b>\$4,907.93</b>		

2. Parking Lot Rehabilitation Project at Wayzata High School  
*Approved the bid award as presented.*
3. 2014 Site Improvements at Wayzata West Middle School  
*Approved the bid award as presented.*
4. Birchview Elementary School Corridor Door Replacement  
*Approved the bid award as presented.*

C. Human Resource Recommendations

1. Monthly Recommendations
2. Retiree Recognition

*Approved the Human Resource recommendations as follows:*

<u>Employment</u> <b>Sandi Arndt</b> Retirement	Early Childhood Ed. Coordinator	FLC
<b>Sarah Bingea</b> Transfer	1.0 6 <sup>th</sup> Grade Teacher	West Middle
<b>Kaisa Blake</b> Transfer	0.5 Special Education Teacher	Central Middle
<b>Rebecca Blanck</b> Leave of Absence	1.0 Social Studies LTR	High School

<b>Lisa Brua</b> Transfer	1.0 Math Teacher	Central Middle
<b>Cody DeBoer</b> Non-renew	1.0 Math Teacher	High School
<b>Rebecca Gunter</b> Transfer	1.0 Kindergarten Teacher	Birchview
<b>Kaitlin Hallett-Pugh</b> Resignation	1.0 Social Studies Teacher	High School
<b>Caitlin Hartos</b> Retirement	1.0 Kindergarten Teacher	Sunset Hill
<b>Nicole Hogan</b> Non-renew/New Position	1.0 Psychologist/Evaluator	District
<b>Dawn Johnson</b> Increased Enrollment	0.667 Communications Teacher	High School
<b>Matthew Mosiman</b> Resignation	1.0 Social Studies Teacher	Central Middle
<b>Mary Peterson</b> Resignation	1.0 2 <sup>nd</sup> Grade Teacher	Plymouth Creek
<b>Russell Pettersen</b> Retirement	1.0 Social Studies Teacher	High School
<b>Bryan Schnettler</b> Retirement	1.0 Physical Education Teacher	High School
<b>Eric Swensen</b> Resignation	1.0 Social Studies Teacher	High School
<b>Emily Takekawa</b> Resignation	1.0 Achievement Specialist	West Middle
<b>Lori Thomas</b> Resignation	Special Services Supervisor	District
<b>Brian Westgard</b> Retirement	1.0 Vocal Music Teacher	Greenwood

Contract Modifications 2014-2015

**Kathleen Brannan-Merritt** Con. Sec., Finance & Business Position eliminated  
6/30/14

**Jill Gregory** Art, Sunset Hill From .9 to .8

<b>Monica Healy</b>	Music, Kimberly Lane, Plymouth Creek	From .6615 to .35
<b>Michelle Jacklitch</b>	Business & ETD, High School	From 1.0 to .915
<b>Natalie Johnson</b>	Physical Education, Greenwood	From .7 to .5
<b>Kathryn Kottke</b>	Communications, High School	From .667 to 1.0
<b>Daniel Tewalt</b>	Band & Orchestra, High School	From .8945 to .833
<b>Shannon Weber</b>	Communications, High School	From .7484 to 1.0
<b>Amy Wetterlin</b>	Spanish, West Middle, High School	From .5 to .667
<b>Heather Zenzen</b>	Math Intervention, Birchview	From .6188 to .6

Leave of Absence

**Kaci Demerchant**, Greenwood 2<sup>nd</sup> Grade Teacher, has requested a leave of absence from approximately October 2, 2014 through January 2, 2015.

**Ashley Drill**, Greenwood 3<sup>rd</sup> Grade Teacher, has requested a leave of absence from approximately November 18, 2014 through February 20, 2015.

**Jill Gottlieb**, Sunset Hill 2<sup>nd</sup> Grade Teacher, has requested a leave of absence from October 27 – November 5, 2014 using two personal days and five days without pay.

**Adrienne Lewis**, District Peer Coach, has requested a leave of absence from August 25 through October 10, 2014.

**Natalie Petersen**, Greenwood 1<sup>st</sup> Grade Teacher, has requested a leave of absence from approximately December 19, 2014 through April 3, 2015.

**Tyler Peterson**, High School Special Education Teacher, has requested a 21 day leave of absence beginning approximately September 2, 2014.

**Karla Taylor**, High School Math Teacher, has requested a leave of absence from approximately October 7, 2014 through December 12, 2014.

Resignation

**Michael Anderson**, High School Social Studies Teacher, has submitted his resignation effective June 10, 2014.

**Cara Chase**, West Middle Family Consumer Science Teacher, has submitted her resignation effective June 10, 2014.

**Kari Ehlers**, Family Learning Center Teacher, has submitted her resignation effective July 31, 2014.

**Brooke Gibbs**, Birchview Reading & 3<sup>rd</sup> Grade Teacher, has submitted her resignation effective June 10, 2014.

**Jessica Hare**, Oakwood Paraprofessional, has submitted her resignation effective June 6, 2014.

**Barb Hiserodt**, Kimberly Lane Paraprofessional, has submitted her resignation effective June 6, 2014.

**Abigail Lloyd**, Gleason Lake 1<sup>st</sup> Grade Teacher, has submitted her resignation effective June 10, 2014.

**David Lutz**, Central Middle Vision 21 Teacher, has submitted his resignation effective June 10, 2014.

**Dustin Sluzewicz**, High School Paraprofessional, has submitted his resignation effective June 6, 2014.

**Amy Steensland**, Plymouth Creek Special Education Teacher, has submitted her resignation effective June 4, 2014.

**Jana Sykora**, West Middle Counselor, has submitted her resignation effective June 10, 2014.

**Jessica Williams**, Central Middle School Paraprofessional, has submitted her resignation effective June 6, 2014.

**Stefan Wolf**, High School Paraprofessional, has submitted his resignation effective June 6, 2014.

**Nashley Zollicoffer**, Birchview Paraprofessional, has submitted her resignation effective June 6, 2014.

Retirement

**Cindy Browne**, Family Learning Center Secretary, has submitted her retirement effective June 16, 2014. Ms. Browne has been employed with the District since 1994.

**Janet Fish**, Gleason Lake Paraprofessional, has submitted her retirement effective June 6, 2014. Ms. Fish has been employed with the District since 2002.

D. Supplemental Salaries for 2014-2015  
*Approved the supplemental salaries.*

E. Health and Safety Project and Budget  
*Approved the health and safety budget as presented.*

F. Wayzata City - Use of Space Contract for Wayzata City Hall  
*Approved the use-of-space contract with Wayzata City for use of the Wayzata City Hall.*

G. Student Teaching Agreements  
*Approved the student teaching agreement with Crown College as presented.*

**3. STUDENT CURRICULUM PRESENTATION**

*There was no presentation.*

**4. RECOGNITIONS**

A. June Employee of the Month - Peter Binnie

*Chace B. Anderson read the nomination narrative for June's Employee of the Month, Peter Binnie, a social worker at West Middle School. Peter Binnie spoke about his work*

*experiences and expressed his thanks to his colleagues and the District.*

**B. NUMATS**

*Chace B. Anderson recognized the students who scored in approximately the top five percentile on the ACT and SAT for the NUMATS program. Each student was presented with a medallion in recognition of their academic achievement.*

**C. Synchronized Swimming**

*Signe Hensel, coach of the Wayzata High School Synchronized Swim Team, introduced the swimmers in attendance and recognized their individual awards, as well as the team's state championship win; the eight consecutive win for the WHS Synchronized Swim Team.*

**D. Wrestling**

*Wayzata High School senior Nick O'Brien was recognized by one of his coaches, Dave Droegemueller, for his nomination as All State in Wrestling for the fourth time at 132 lbs, with an overall fifth place finish this year.*

**5. REPORTS FROM ORGANIZATIONS**

*There were no reports.*

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

**A. Superintendent**

**1. Board Policy 807 - "Health and Safety" - First Reading**

*Carter Peterson moved to waive both the first and second reading of Policy 807 and to approve the policy as presented. There were no changes to the policy. Sarah Johansen seconded the motion and the motion carried unanimously.*

**B. Teaching and Learning**

*Jill Johnson presented the final, updated school calendar for the 2013-2014 school year, including all snow days and make-up days. Andrea Cuene moved to adopt the calendar, and Chris McCullough seconded the motion. The motion carried unanimously.*

**1. Approval of Revised School Calendar 2013 – 2014**

**C. Finance and Business Services**

*Jim Westrum, Executive Director of Finance and Business, introduced each of the financial reports. The following financial reports were presented to the School Board for review:*

**1. Monthly Financial Reports**

**2. Revised Budget 2013 – 2014**

*Carter Peterson made a motion to approve the revised budget. Jay Hesby seconded the motion and it carried unanimously.*

**3. Proposed Budget 2014 – 2015**

*Jim Westrum presented the proposed budget, noting that the passing of the bond referendum skewed numbers between the 2013-2014 and 2014-2015 years, making the numbers appear as though the District is running a deficit for the 2014-2015 year. Jay Hesby moved to adopt the proposed budget. Sarah Johansen seconded the motion, and the motion carried.*

**4. Approval of Culinary Express Breakfast Prices Effective 2014-2015**

*Chris McCullough moved to approve the new Culinary Express*

*Breakfast Prices as presented. Sarah Johansen seconded the motion, and the motion carried.*

5. Master Lease Purchase Agreement - Apple, Inc.

*Jim Westrum presented the purchase agreement with Apple for the purpose of acquiring and financing 2,900 iPads. The agreement also authorizes the Superintendent to sign and execute the full agreement when the document is made available from Apple. Andrea Cuene moved to approve the agreement, and Chris McCullough seconded the motion. The motion carried.*

6. Resolution Certifying the Population Estimate 2014 Levy of Wayzata ISD #284

*Jay Hesby moved to waive the reading, and certify the population estimate for Wayzata 2014, to be submitted to the state demographer. Carter Peterson seconded the motion, and the motion carried unanimously with a roll call vote.*

7. Resolution for the Hennepin County School Recycling Incentive Funds Grant

*Carter Peterson moved to waive the reading and approve the resolution for the School Recycling Grant. Sarah Johansen seconded the motion, and the motion carried unanimously with a roll call vote.*

D. Human Resource Services

1. Principal Contract for 2014-2016

*Annie Doughty, Executive Direction of Human Resource Services, presented the agreement for the Principal's contracts for the 2014-2016 years. Cheryl Polzin moved to approve the contract agreement, and Chris McCullough seconded the motion. The motion carried.*

**7. OTHER BOARD ACTION**

*There was no other Board action.*

**8. BOARD REPORTS**

A. Facilities Report

*Cheryl Polzin, School Board Clerk and Committee Chair for the Facilities Development Committee spoke about some of the plans for the high school expansion and the recent topics addressed in the Facilities Committee meetings.*

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

*No members of the audience wished to address the Board.*

**10. ADJOURN**

*A motion to adjourn was made by Carter Peterson and seconded by Sarah Peterson. The motion carried and the meeting was adjourned at 7:52 p.m.*

# Minutes of Special Meeting

## The Board of Education Wayzata Public Schools

---

A Special Meeting of the Board of Education of Wayzata Public Schools was held Monday, June 23, 2014, beginning at 4:00 PM in the 210 County Road 101 N. Plymouth, MN 55447.

### 1. ROLL CALL

*The meeting was called to order by Linda Cohen, Board Chair; Cheryl Polzin, Board Clerk called the roll. The following School Board members were present: Linda Cohen, Andrea Cuene, Jay Hesby, Sarah Johansen, Cheryl Polzin, and Chace B. Anderson, Superintendent of Schools and Ex Officio member of the school board. Absent from the meeting were Board members Chris McCullough and Carter Peterson.*

### 2. AMEND THE AGENDA

*Linda Cohen, Board Chair, recommended an amendment to the agenda to accommodate a citizen who wished to address the board; and to add a retiree recognition to the Human Resources section of the agenda. Jay Hesby moved to amend the agenda, and Sarah Johansen seconded the motion; the motion carried.*

### 3. AUDIENCE ADDRESS TO THE BOARD

*David Cade, a district resident, spoke to the Board about the Federal School Lunch program; and his concerns about Wayzata High School's trial period off the program.*

### 4. HUMAN RESOURCES

#### A. Unaffiliated Salary Schedule 2014-2015

*Annie Doughty, Executive Director of Human Resource Services, presented the HR recommendations for the 2014-2015 Unaffiliated employment and contract changes. A motion to approve the new contract was made by Jay Hesby and seconded by Andrea Cuene. Approval was unanimous amongst the Board members present.*

#### B. Retiree Recognition

*Annie Doughty presented the recommendation to recognize Bonnie Stone's retirement. Sarah Johansen moved to accept the action, and the motion was seconded by Andrea Cuene. The motion carried.*

### 5. ADJOURN

*Sarah Johansen moved to adjourn the meeting, and the motion was seconded by Andrea Cuene. The motion carried and the meeting was adjourned at 4:13 pm.*

**WAYZATA PUBLIC SCHOOLS**

Independent School District 284  
Wayzata, Minnesota

**BOARD OF EDUCATION**

Regular Meeting – July 14, 2014

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

**ITEM:**                        **Business & Finance Recommendations**

**COMMENTS BY:**        **Jim Westrum, Executive Director of Business & Finance**

**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 June 2014	\$	2,573,826.52
Wire Transfer for May 2014	\$	9,468,949.00

**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:

<b>Amount</b>	<b>Donated By</b>	<b>Purpose</b>
62,633.00	Wayzata Booster Foundation	Team dividend for High School
2,289.94	Wayzata Booster Foundation	MYAS janitorial work for High School
4,500.00	Alba Chester	Baby grand piano for West Middle School
1,491.95	Gleason Lake PTO	Media gift for Gleason Lake Elementary
85.02	Gleason Lake PTO	Books for Gleason Lake Elementary
2,083.64	Oakwood PTA	Books, manipulatives, and phy ed equipment for Oakwood Elementary
300.00	Elaine Jarjoura and Cargill Corn Milling	Hallway signage for Greenwood Elementary

**Total**  
**73,383.55**

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

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

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

Abstentions: \_\_\_\_\_

**WAYZATA PUBLIC SCHOOLS**  
**MONTHLY CHECK DISBURSEMENT SUMMARY**  
**JUNE 2014**

CHECK	VENDOR	DESCRIPTION	DATE	AMOUNT
385571	DONLAR CONSTRUCTION	OW-MECH UPGRADES #132193 5/31/14	6/25/2014	188,555.05
385593	MIDWEST MECHANICAL SOLUTIONS	OW-MECH UPGRADES #132193E 6/15/14	6/25/2014	158,555.00
385446	UPPER LAKE FOODS	GROCERIES	6/17/2014	148,204.58
385580	KUE CONTRACTORS INC	CSF ADD'N-5/31/14 #132026	6/25/2014	147,883.00
385185	COLLEGE BOARD AP SERVICES	HS-AP TESTS	6/5/2014	130,337.00
385597	PALMER WEST CONSTRUCTION CO INC	EMS-REPLACE PARTIAL ROOF 6/16/14	6/25/2014	109,558.75
385452	XCEL ENERGY	MONTHLY ENERGY	6/17/2014	100,387.66
385370	TRUST POINT/FBO WAYZATA SCHOOLS	PAYROLL ACCRUAL	6/13/2014	88,275.00
385611	STAPLES ADVANTAGE	CSF ADDITION FURNITURE	6/25/2014	61,569.05
385279	KUE CONTRACTORS INC	CSF ADD'N-4/30/14 #132026	6/10/2014	61,313.00
385116	CARING FOR KIDS INITIATIVE	LCTS GRANT	6/3/2014	58,000.00
385329	HENNN CNTY TREASURER- GVMT CTR	1ST HALF 2014 RE TAXES ID#07-118-22-32-0024	6/12/2014	51,862.06
385533	WOLF RIDGE ENVIRONMENTAL	EMS-6TH GR FIELD TRIP	6/19/2014	51,426.88
385248	US ENERGY SERVICES, INC	ENERGY-APR 14	6/5/2014	49,814.11
385554	HILLYARD INC MINNEAPOLIS	BV SUPPLIES	6/23/2014	34,915.68
385114	CAMP CONECT	LCTS GRANT	6/3/2014	33,250.00
385559	APEX LEARNING INC	CLASS TOOLS ARCHIEVE: APEX LEARNING	6/25/2014	31,250.00
385485	HASTINGS CO-OP CREAMERY CO	DAIRY PRODUCTS	6/19/2014	30,086.04
385636	FIRST STUDENT, INC	TRANSPORTATION	6/25/2014	29,543.81
385565	CARASOFT TECHNOLOGY CORP	SINGLE SIGN ON PROFESSIONAL SERVICES	6/25/2014	26,765.20
385549	FIRST STUDENT, INC	DECA Dist career Dev	6/23/2014	22,018.34
701009	SCHOLASTIC INC	MATH 180	6/25/2014	20,995.00
385512	PAMS LUNCHROOM LLC	SERVICE-5/14	6/19/2014	20,476.95
700984	MCGRAW HILL SCHOOL EDUCATION	VOID	6/19/2014	20,250.00
385447	US MATH RECOVERY COUNCIL	MATH RECOVERY PD COURSE	6/17/2014	19,900.00
385345	NORTHEAST METRO DIST 916	TUITION C & T-THRU 12/6 NJ	6/12/2014	18,067.20
385522	REPUBLIC SERVICES #894	SERVICES 4/14	6/19/2014	16,583.98
385106	LIFE INSURANCE CO OF N AMERICA	INS TRACKING BILLING	6/2/2014	15,926.95
385130	LIFE INSURANCE CO OF N AMERICA	PAYROLL ACCRUAL	6/3/2014	15,682.16
385202	K12 TRANSPORTATION MGMT SVCS	REG,SP ED & DESEG TRANSPORTATION	6/5/2014	15,333.00
385493	INTERMEDIATE DIST 287	PCG SERV FEE FOR EZ IEP 7/1/13-6/30/14	6/19/2014	15,075.00
385115	CARASOFT TECHNOLOGY CORP	SINGLE SIGN ON PROFESSIONAL SERVICES	6/3/2014	14,946.80
385303	RIVERPORT INS CO	DEDUCTIBLE BILLING STATEMENT WORKERS' COMP	6/10/2014	14,865.89
385369	SCHOOL SERVICE EMPLOYEES	PAYROLL ACCRUAL	6/13/2014	14,285.48
385298	CITY OF PLYMOUTH - FINANCE DEPT	CMS-WATER & SEWER ASSESMENT	6/10/2014	12,425.00
385428	PROVIDENCE ACADEMY	NURSE & GUIDANCE STAFF 3/1/14-4/30/14	6/17/2014	12,422.08
385238	SILENT KNIGHT SECURITY GROUP	MDE#32492 ANNUAL MONITOR 7/1/14-6/30/15	6/5/2014	12,408.75
385518	CITY OF PLYMOUTH - FINANCE DEPT	BV-WATER	6/19/2014	12,378.70
385355	REGION 6AA	TRACK & FIELD EVENTS 5/27/14	6/12/2014	12,136.00
385574	EBERT CONSTRUCTION	OW ADD'N 4/4/14 PROJ #6632 122071	6/25/2014	11,812.27
385228	CITY OF PLYMOUTH - FINANCE DEPT	CMS-WATER & SEWER ASSESMENT	6/5/2014	11,578.00
385171	YMCA - RIDGEDALE	LCTS GRANT	6/3/2014	11,400.00
701008	SCHOLASTIC INC	MATH READS	6/25/2014	11,355.75
385573	DUFFEY PAPER, C. J.	PAPER - INVENTORY	6/25/2014	11,064.00
385532	W METRO LEARNING CONNECTIONS	SP PUPIL-NN 5/5-5/16	6/19/2014	10,363.00
701004	TRIO SUPPLY CO	VARIOUS INVOICES	6/19/2014	10,056.83
385474	DIVERSIFIED SNACK DISTRIBUTION	GROCERIES	6/19/2014	9,823.59
385460	BIX PRODUCE CO	GROCERIES	6/19/2014	9,794.18
385395	FIRST STUDENT, INC	ATH-TRANSPORT	6/17/2014	9,598.21
385282	LOFFLER COMPANIES INC	COMMUNITY ED COPIER BLANKET	6/10/2014	9,445.65
385378	CDW	CONSULTING	6/17/2014	8,527.50
385231	RAV TECHNOLOGIES, INC	16TH AVE-INSTALL	6/5/2014	8,489.00

385566	COMPUTER EXPLORERS	CED-KL & WMS-VIDEO GAMES 6/16	6/25/2014	7,897.00
385498	LIFE INSURANCE CO OF NORTH	PAYROLL ACCRUAL	6/19/2014	7,853.34
385473	DENNY'S 5TH AVENUE BAKERY	GROCERIES	6/19/2014	7,418.71
385206	LOFFLER COMPANIES, INC.	CSF-PLOTTER/SCANNER	6/5/2014	7,300.00
385450	WEST LUTHERAN HIGH SCHOOL	GUIDANCE & HEALTH 4/1/14-5/31/14	6/17/2014	7,256.16
700965	INSPEC, INC.	2014 PAVEMENT REHAB DESIGN	6/6/2014	7,216.25
385527	STAPLES ADVANTAGE	SH-SUPPLIES	6/19/2014	6,652.88
385434	ST. BARTHOLOMEW SCHOOL	HEALTH PARAS	6/17/2014	6,373.28
385353	PUBLIC CONSULTING GROUP	MA BILLING SERV 13-14	6/12/2014	6,030.00
385287	MEDINA ENTERTAINMENT CTR	HS-BOWLING CLASSES-LEASE LEVY	6/10/2014	6,020.00
385484	GRAINGER INC., W. W.	CMS-CONTACTOR	6/19/2014	5,937.95
385105	LIFE INSURANCE CO OF NORTH	INS TRACKING BILLING	6/2/2014	5,812.00
385356	RIVERPORT INS CO	POL #PSE0133500 EXCESS LIAB	6/12/2014	5,751.60
700983	LOFFLER COMPANIES, INC.	May-14	6/19/2014	5,719.51
385274	INTERMEDIATE DIST 287	LEGAL SERVICES-3/14	6/10/2014	5,516.80
385317	XEROX FINANCIAL SERVICES	ECSE RM D116 & ASSESS OFFICE COPIER BLANKET	6/10/2014	5,453.96
385227	CITY OF PLYMOUTH - FINANCE DEPT	FUEL USAGE-APR 14	6/5/2014	5,434.58
385413	LORENZ BUS CO	TRANSPORTATION	6/17/2014	5,250.00
385587	LORENZ BUS CO	TRANSPORTATION	6/25/2014	5,250.00
385210	MACKIN EDUCATIONAL RESOURCES	WMS-MEDIA CTR BKS	6/5/2014	5,007.09
385468	CENTURY LINK	OW-RELOCATE PHONE LINES	6/19/2014	4,945.06
385142	CITY OF PLYMOUTH - FINANCE DEPT	MEDINA RD OVERLAY #14014 FINAL ASSESMENT	6/3/2014	4,939.36
385176	AIR PURIFICATION & ENERGY	KL-FILTERS	6/5/2014	4,917.46
385640	SCHOOL SERVICE EMPLOYEES	PAYROLL ACCRUAL	6/30/2014	4,905.61
385358	SPEAK RIGHT NOW	SPL 5/14	6/12/2014	4,860.00
385294	MOTG (MN OFFICE TECHNOLOGY GRP)	PC-STAPLES	6/10/2014	4,805.40
385333	JAMF SOFTWARE, LLC	TRAINING PASS	6/12/2014	4,800.00
385257	BREDEMUS HARDWARE CO, INC	WMS-SUPPLIES-LOADING DOCK	6/10/2014	4,630.00
385131	LIONSGATE ACADEMY	EXPENDITURES THRU 4/2/14	6/3/2014	4,552.00
385521	RELATE COUNSELING CTR	ECSE-LCTS 5/14	6/19/2014	4,541.00
385311	STATE OF MN	MDE#19509 FIRE MARSHALL INSPECT FEE-3	6/10/2014	4,183.59
385332	ISD #270-HOPKINS SCHOOLS	WEST METRO LEADERSHIP ACADEMY	6/12/2014	4,166.66
385236	SECOA - STAGE EQUIP CO	MDE#19510 HS-STAGE CURTAINS	6/5/2014	3,968.00
385464	BROWN'S ICE CREAM CO	GROCERIES	6/19/2014	3,769.31
700996	SCHOOLEDUDE.COM	MAINTENANCE DISTRICT SERVICES FY15	6/19/2014	3,765.50
385143	CITY OF PLYMOUTH - FINANCE DEPT	MEDINA RD OVERLAY #14014 FINAL ASSESSMENT	6/3/2014	3,744.60
385244	TECHNOLOGY DESIGN ALLIANCE INC	TECH-PROF SERV-FIBER PROJECT	6/5/2014	3,645.00
385160	SPIRITWEAR USA	B T & F APPAREL-ATH	6/3/2014	3,642.55
385347	PEDIATRIC HOME SERVICE	MA NURSE	6/12/2014	3,487.50
385363	CORPORATE HEALTH SYSTEMS INC	PAYROLL ACCRUAL	6/13/2014	3,410.10
385129	LETTERMEN SPORTS	SB APPAREL-ATH	6/3/2014	3,371.75
385429	REGION 5AA	ATH-B & G LAX 5/28 & 5/30	6/17/2014	3,340.00
385306	ROME, TERESA	PROF SERV 4/14	6/10/2014	3,333.32
385360	TEAMWORKS INTERNATIONAL, INC	PROF SERV-FOCUS GROUP 5/14	6/12/2014	3,272.62
385132	MCCARTNEY, SHARON	PF SPANISH CLASSES	6/3/2014	3,217.75
385342	MERZER M.A., L.P., SHEILA	PROF SERV 5/12-5/15	6/12/2014	3,165.00
385469	COLLEGE TOWN PIZZA INC #1966	PIZZA	6/19/2014	3,146.50
385612	TERHAAR, ARCHIBALD LLP	PROF SERV 5/14	6/25/2014	3,100.00
385604	RUSH CREEK GOLF CLUB	SYN SWIM BANQUET 6/2/14	6/25/2014	3,057.77
385416	META 13 INC	PROF SERV	6/17/2014	3,000.00
385424	POLAR ELECTRO INC	WMS-POLAR SENSOR KITS	6/17/2014	2,995.00
385172	ACOUSTICS ASSOCIATES	16TH AVE-CEILINGS	6/5/2014	2,987.00
385567	CORPORATE HEALTH SYSTEMS INC	FLEX PROCESS-6/14 & COBRA	6/25/2014	2,981.33
701010	SCHOLASTIC INC	MATH 180	6/25/2014	2,899.00
385156	SERIGRAPHICS SIGN SYSTEMS, INC	CSF SIGNAGE	6/3/2014	2,888.00
385295	NATIONAL TREASURE KUNG FU, INC	CED-PROF SERV 4/8-5/20	6/10/2014	2,875.60
701005	WENGER	RISERS	6/19/2014	2,804.00
385479	FAIRVIEW	ATH-TRAINERS	6/19/2014	2,802.00

385470	COLLEGE TOWN PIZZA INC #1937	PIZZA	6/19/2014	2,793.75
385408	ISD #270-HOPKINS SCHOOLS	TRANSPORT-RENT 5/14	6/17/2014	2,780.18
700967	INSPEC, INC.	WHS 2014 EXT. WALL REPAIRS	6/6/2014	2,780.00
385373	BALFOUR YEARBOOKS	YEARBOOKS-WMS	6/17/2014	2,738.16
700982	COMMERCIAL KITCHEN SERVICES	INV #49747,49793,50030,50065,50318,50424	6/19/2014	2,706.63
385423	PERFORMANCE MATTERS	PROF DEV ON LINE-AP	6/17/2014	2,700.00
385599	POSTMASTER	REPLENISH BULK MAIL ACCOUNT	6/25/2014	2,698.90
701007	BOILER SERVICES, INC	EMS	6/25/2014	2,650.00
385575	ECM PUBLISHERS, INC	COMMUNICATOR	6/25/2014	2,511.20
385606	SATHRE-BERGQUIST INC	HS-PROF SERV 5/31/14	6/25/2014	2,500.00
385212	MINT ROOFING INC	OW-REPAIR ROOF	6/5/2014	2,457.21
385258	CENTER FOR ACADEMIC EXCELLENCE	CED-MATH WIZ 4/15-5/27	6/10/2014	2,430.00
385509	ON SITE SANITATION	ATH-SANIT UNITS #5801 5/1-5/8	6/19/2014	2,425.00
700979	COMMAND CENTER INC	CUSTODIAL SUBS	6/19/2014	2,412.80
385513	PEDIATRIC HOME SERVICE	MA NURSE	6/19/2014	2,362.50
385144	CITY OF PLYMOUTH - FINANCE DEPT	MEDINA RD OVERLAY #14014 FINAL ASSESMENT	6/3/2014	2,360.23
385386	ELLER, JOHN	HR-PROF SERV 6/10/14	6/17/2014	2,339.20
385265	ENVIROMENTAL PROPERTY AUDIT	MDE#28641 CMS-BRICK ASBESTOS TEST	6/10/2014	2,329.15
385292	MN VISITING NURSE AGENCY	CHOL-GLUC SCREEN	6/10/2014	2,263.00
385150	SAM'S CLUB	LAKER'S BREAKFAST NOOK SUPPLIES	6/3/2014	2,259.19
385346	PARK SPORTSMAN'S CLUB	CLAY TARGET ROUNDS-HS	6/12/2014	2,254.00
385285	MARS CO, W. P. & R.S.	MDE#19488 DIST-PPE BOOTS	6/10/2014	2,221.03
385339	MAXIM STAFFING SOLUTIONS	MA NURSE	6/12/2014	2,210.00
385499	MAXIM STAFFING SOLUTIONS	MA NURSE	6/19/2014	2,176.00
385175	AGL CONSULTING LTD	TECH-PROF SERV-ERATE	6/5/2014	2,160.00
700981	COMMAND CENTER INC	CUSTODIAL SUBS	6/19/2014	2,144.00
385438	TARGET COMMERCIAL INTERIORS	CSF BLINDS	6/17/2014	2,083.18
385488	HIGHWAY 55 RENTAL & SALES INC	T & F TENT	6/19/2014	2,055.00
700980	COMMAND CENTER INC	CUSTODIAL SUBS	6/19/2014	2,003.20
385165	TLC EDUCATION FOUNDATION	HS-SERVICES-FLY CLUB	6/3/2014	2,000.00
385582	LIGHTHOUSE LEARNING COMMUNITY	HS-FOCUS GROUP 5/18,5/7 & 5/12	6/25/2014	2,000.00
385600	PUSH PEDAL PULL	ATH-WEIGHT BENCH	6/25/2014	1,996.00
385409	JOHNSTONE SUPPLY	BV-MOTOR	6/17/2014	1,983.65
385225	PARALLEL TECHNOLOGIES INC	BV-DATA REPAIR	6/5/2014	1,914.42
385315	US BANK	GO TAXABLE OPEB BONDS 2009A	6/10/2014	1,887.50
700963	COMMAND CENTER INC	CUSTODIAL SUBS	6/6/2014	1,836.80
700966	INSPEC, INC.	GW MASONRY RESORATION PHASE II	6/6/2014	1,800.00
700969	INSPEC, INC.	BV ELEM-2014 WALL & WINDOW RECAP	6/6/2014	1,755.00
385476	DVM PIZZA, INC	PIZZA	6/19/2014	1,732.85
131402003	SHERWOOD, JAIME	REIMBURSE	6/25/2014	1,703.05
385463	BRANDED CUSTOM SPORTSWEAR	DRIFIT TRAINING SHIRTS	6/19/2014	1,611.73
385252	ZIEGLER INC	DOME-CAT SERV & TRUCK REPAIR	6/5/2014	1,600.57
385537	SCHOOL SERVICE EMPLOYEES	PAYROLL ACCRUAL	6/20/2014	1,566.65
385431	RELATE COUNSELING CTR	MENTAL HEALTH SERVICES 5/14	6/17/2014	1,556.25
385495	KUSKE, MARK	PROF SERV-WEST LUTHERAN	6/19/2014	1,553.00
385457	BERGIN FRUIT AND NUT COMPANY	GROCERIES	6/19/2014	1,503.56
385595	NORTHERN AIR CORPORATION	CMS-REPLACE BOILER PROJECT	6/25/2014	1,470.17
385178	AMERICAN C.P.R. & FIRST AID, INC	CED-HOME BASE STAFF-TRAINING	6/5/2014	1,470.00
385213	MINVALCO	CMS-CHILLER #1 REFRIGERANT	6/5/2014	1,433.62
385382	CRYSTAL CAVE	BV-4TH GR FIELD TRIP 5/6/14	6/17/2014	1,427.00
385222	NATIONAL ACADEMIC QUIZ	CHAMPION TOURN 5/31/14-HS	6/5/2014	1,405.00
385583	LIGHTNING PRINTING INC	COMM-WELCOME BROCHURE	6/25/2014	1,394.39
385189	EGAN COMPANY	GL-REPLACED SPEAKERS	6/5/2014	1,390.00
385456	BEGIN OAKS GOLF	ATH-G RANGE BALLS & FEES	6/19/2014	1,381.50
385502	MERZER M.A., L.P., SHEILA	PROF SERV 5/27-5/29	6/19/2014	1,380.00
385276	KARGES-FAULCONBRIDGE, INC	OW-CX SERVICES THRU 5/31/14	6/10/2014	1,375.00
385314	TRUSTED EMPLOYEES	PROF SERV-5/14	6/10/2014	1,350.00
131401877	WESTRUM, JAMES	REIMBURSE	6/11/2014	1,324.29

385253	ABEE INC	HS-LOBSTER CLAWS/HOOKS	6/10/2014	1,296.00
385376	BREDEMUS HARDWARE CO, INC	16TH AVE-ELEC SUPPLIES & INSTALL	6/17/2014	1,290.00
701013	TEAM SPORTING GOODS, INC	FOOTBALL EQUIPMENT	6/25/2014	1,281.60
385110	ARUX SOFTWARE	CED-MONTHLY SOFTWARE FEE 4/14	6/3/2014	1,275.00
385531	WAYZATA HS SENIOR CLASS PARTY	VOLUNTEER HRS	6/19/2014	1,250.00
385415	MESSERLI & KRAMER, PA	GARNISH PAYROLL	6/17/2014	1,248.34
385589	MAIL FINANCE	MAIL MACHINE LEASE	6/25/2014	1,244.73
700985	MEI - MINNESOTA ELEVATOR INC	JUNE SERVICE	6/19/2014	1,240.64
385619	WUNDERLICH-MALEC ENGINEERING	WMS-REPLACE LOT LIGHTING	6/25/2014	1,230.00
385291	MN SCHOOL BOARDS ASSN-INS TRUST	DEDUCTIBLE BILLING STATEMENT	6/10/2014	1,225.00
385307	SAATHOFF, DANNY	CMS-ARTIST IN RESIDENCY 5/13-5/30	6/10/2014	1,200.00
385324	GEARITY, ANNE	CONT SERV 4/14 & 5/14	6/12/2014	1,200.00
385570	DKI OF HENNEPIN COUNTY INC	CED-KL DRAMA CLASS 6/16-6/20	6/25/2014	1,200.00
385608	SPEAK RIGHT NOW	GW-SPL 6/14	6/25/2014	1,200.00
701000	TEAM SPORTING GOODS, INC	TEAM SHORTS	6/19/2014	1,199.00
700964	COMMAND CENTER INC	CUSTODIAL SUBS	6/6/2014	1,184.00
385536	PHEAA	PAYROLL ACCRUAL	6/20/2014	1,170.18
385449	WAYZATA, CITY OF	WMS-WATER/SEWER	6/17/2014	1,151.33
385535	PERFORMANT RECOVERY INC	PAYROLL ACCRUAL	6/20/2014	1,120.85
385195	GOPHERMODS EDUCATION LLC	IPAD REPAIRS	6/5/2014	1,110.00
385169	VANDEPUTTE, GRETCHEN	CED-BODY CONDITIONING 4/8-5/27	6/3/2014	1,044.00
385375	BLB CONSULTING LLC	HS,EMS & WMS-FINAL REVIT DRAWINGS	6/17/2014	1,000.00
385560	ARUX SOFTWARE	CED-MONTHLY SOFTWARE FEE 5/14	6/25/2014	1,000.00
385430	REGION 6AA	ATH-HOSTED BASEBALL 5/23/14	6/17/2014	990.00
701012	TEAM SPORTING GOODS, INC	EQUIPMENT	6/25/2014	976.50
385489	HILL CO, ROBERT B.	GL-SALT	6/19/2014	974.69
700962	COMMAND CENTER INC	CUSTODIAL SUBS	6/6/2014	972.80
385381	CROWN LIFT TRUCKS	FORKLIFT SERVICE	6/17/2014	969.04
385496	LANDS BEST FOODS, LLC	GROCERIES	6/19/2014	964.55
385529	TROPICANA CHILLED DSD	BEVERAGES-CUST#124737	6/19/2014	952.84
385322	EDINA FRIENDS OF FORENSICS	DEBATE BUSES	6/12/2014	949.01
385325	GERBER, STEVEN	SITE MGR	6/12/2014	940.55
131401937	SLATER, CURTIS	REIMBURSE	6/18/2014	928.86
385123	GOPHER SPORT	OW-PE EQUIPMENT	6/3/2014	927.15
385618	WAYZATA CLEANERS	CLEAN CHOIR UNIFORMS-HS	6/25/2014	926.89
385586	LOFFLER COMPANIES, INC	WHS GUIDANCE COPIER BLANKET	6/25/2014	905.37
385250	WAYZATA HIGH SCHOOL SENIOR CLASS	VOLUNTEER HRS	6/5/2014	900.00
385459	BG CONSULTING	PROF SERV 5/14	6/19/2014	900.00
385371	ADECCO ENGINEERING & TECH	HR-PROF SERV	6/17/2014	887.40
131401808	SORENSEN, MARCUS	REIMBURSE	6/4/2014	881.80
385405	HOME DEPOT/GECF	DOCK LIGHTS	6/17/2014	840.15
385335	LAKE WAY SIGNS, INC	16TH AVE-SIGN CHANGES	6/12/2014	840.00
385205	LEEANN CHIN SCHOOL LUNCH	LUNCHES 4/7-4/21	6/5/2014	831.25
700974	TEAM SPORTING GOODS, INC	EQUIPMENT	6/6/2014	800.40
385397	HAHN, R.N.,PHN, MICHELLE	CONSULT SERVICES 5/14	6/17/2014	800.00
385220	MP NEXLEVEL LLC	LOCATES-4/14	6/5/2014	792.18
385490	HOLLYDALE GOLF COURSE	ATH-IM GOLF	6/19/2014	792.00
131401899	FEHRENBACH, ANN	REIMBURSE	6/18/2014	783.14
385482	GOPHER SPORT	CMS-PE EQUIPMENT	6/19/2014	773.08
385440	TOWMASTER INC	CSF-SERV-PLOW TRUCK #3	6/17/2014	773.00
385501	MERTENS, LINDA	CED-PROF SERV 4/17-6/3	6/19/2014	773.00
385352	PROFESSIONAL INTERPRETING	EL INTERPRETING	6/12/2014	770.40
700977	TEAM SPORTING GOODS, INC	SUPPLIES	6/13/2014	762.50
385321	CULVERS	CMS-ICE CREAM-6TH GR PARTY	6/12/2014	760.00
385219	MN SCHOOL NUTRITION ASSN	CONF 8/14 MA,KH,KK,LR & JL	6/5/2014	755.00
385588	MACKIN EDUCATIONAL RESOURCES	WMS-MEDIA CTR BKS	6/25/2014	750.00
385249	US ENERGY SERVICES, INC	MGMT FEE-6/14	6/5/2014	743.00
131401932	SCHUMACHER, MICHAEL	REIMBURSE	6/18/2014	725.58

701001	TEAM SPORTING GOODS, INC	TEAM SHORTS	6/19/2014	714.00
385224	NORTHERN AIR CORPORATION	HS-TUNE 3 BOILERS	6/5/2014	710.00
385436	SZARKE, JOY	CONT SERV-HOMEBOUND 5/4/14	6/17/2014	699.99
385377	CARRIER CORP	CMS-REPAIR CHILLER	6/17/2014	695.00
385396	GIBBS MUSEUM	PC-5TH GR FIELD TRIP 6/6/14	6/17/2014	687.50
385400	HIRSHFIELDS' PAINT MANUFACTURING	DIST-STRIPING PAINT	6/17/2014	684.00
700976	TEAM SPORTING GOODS, INC	SUPPLIES	6/13/2014	683.20
385508	OLSON, ROCHELLE	CONF EXPENSE 7/14	6/19/2014	665.00
385432	RIVERPORT INS CO	POL #PSP0148100 PROP COMM/LIAB	6/17/2014	663.00
700970	INSPEC, INC.	CSF ADD'L CIVIL ENGINEERING SERVICES	6/6/2014	650.00
385290	MN HISTORICAL SOCIETY	SH-2ND GR FIELD TRIP 5/27/14	6/10/2014	648.00
385209	LOW VOLTAGE CONTRACTORS	MDE#19509 DIST-HEAT DETECTORS	6/5/2014	640.00
385578	INTERMEDIATE DIST 287	TEACHER EVAL TRAINING 6/10/14	6/25/2014	637.47
385562	BG CONSULTING	CED-PROF SERV 5/14	6/25/2014	630.00
385320	BRANSON ELECTRONICS	AUDIOMETER CHECK	6/12/2014	617.00
385374	FREDERICK BETHKE VIOLINS LLC	HS-INST REPAIR	6/17/2014	616.91
385617	WALTON'S HOLLOW	GWHB-ZOO 6/23/14	6/25/2014	606.00
385610	STAPLES ADVANTAGE	STAPLES BLANKET PO	6/25/2014	604.89
385268	GRAINGER INC., W. W.	EMS-SUPPLIES	6/10/2014	600.30
385288	MERZ, LAURIE	HS-PROF SERV 1/14-5/14	6/10/2014	600.00
385340	MAXWELL MEDALS & AWARDS	CED-RIBBONS	6/12/2014	600.00
385453	3RD LAIR SKATE PARK	CED-SKATEBRD CAMP 6/9-6/13	6/19/2014	595.00
131401850	NARVESON, CAROLYN	REIMBURSE	6/11/2014	592.05
385188	ECOLAB PEST ELIMINATION DIV	HS-PEST CONTROL	6/5/2014	591.00
385305	ROLLER GARDEN	BV-4TH GR FIELD TRIP 6/3/14	6/10/2014	585.00
385229	PRODOCON INC	EMS-GLYCOL	6/5/2014	579.18
700973	TEAM SPORTING GOODS, INC	EQUIPMENT	6/6/2014	567.70
131401777	HOOVER, JUDITH	REIMBURSE	6/4/2014	562.00
131401848	MATTIOLI, VALERIE	REIMBURSE	6/11/2014	559.60
385480	FAMILY SPEECH & THERAPY SVS LLC	SPL SPEC PUPIL 5/2-5/30	6/19/2014	555.33
131401896	CHRISTOPHERSON, ALLAN	REIMBURSE	6/18/2014	554.40
131401799	RANDALL, LIZABETH	REIMBURSE	6/4/2014	547.36
385174	ADI	16TH AVE-DOOR ACCESS	6/5/2014	546.80
700997	TEAM SPORTING GOODS, INC	EQUIPMENT	6/19/2014	545.00
700998	TEAM SPORTING GOODS, INC	EQUIPMENT	6/19/2014	544.87
385367	PHEAA	PAYROLL ACCRUAL	6/13/2014	543.24
131401863	SCHAEFBAUER, RODGER	REIMBURSE	6/11/2014	525.32
131401955	CHRISTOPHERSON, ALLAN	REIMBURSE	6/25/2014	523.00
385514	PEPPER & SON INC., J. W.	WMS-BAND SUPPLIES	6/19/2014	520.87
385199	INTERSTATE POWER SYSTEMS	MDE#19507 GL-REPAIR GENERATOR	6/5/2014	517.43
385361	TUTTLE'S EAST BOWL PLAY	BV-1ST GR FIELD TRIP	6/12/2014	515.00
385147	RUSH CREEK GOLF CLUB	ATH-B PRACTICE	6/3/2014	500.00
385530	USTYEV, GENNADIY	WITHDREW KNGN ENTRANCE SCREENING	6/19/2014	500.00
385173	ADECCO ENGINEERING & TECH	HR-PROF SERV	6/5/2014	493.00
385471	COUNTRY CLUB LANES	ATH-ADAPT BOWLING	6/19/2014	491.25
131401807	SNEDE, ALEXANDRA	REIMBURSE	6/4/2014	490.87
131401763	DOTEN, CLARK	REIMBURSE	6/4/2014	490.00
385266	GOPHER SPORT	PC-PE EQUIPMENT	6/10/2014	489.20
385343	MIDWEST MICROSCOPE SERVICE	WMS-REPAIR & CLEANING	6/12/2014	486.00
131401864	SCHUMACHER, MICHAEL	REIMBURSE	6/11/2014	481.60
385515	PLATT, MARY	PROF SERV 5/3-5/28	6/19/2014	480.00
700999	TEAM SPORTING GOODS, INC	EQUIPMENT	6/19/2014	479.90
385336	LANCER CATERING	HS-FOOD 4/16/14	6/12/2014	478.88
385162	STAPLES ADVANTAGE	SUPT-SUPPLIES	6/3/2014	472.49
385411	LARSON CO, J. H.	CMS-LAMPS	6/17/2014	471.46
131401890	BERG, JENNIFER	REIMBURSE	6/18/2014	470.96
131401824	BUSHNELL SR, MICHAEL	REIMBURSE	6/11/2014	468.16
385242	STEP SAVER INC	HS-SALT	6/5/2014	461.25

701011	TEAM SPORTING GOODS, INC	BASEBALL	6/25/2014	459.54
131401801	RUCHTI, JULIE	REIMBURSE	6/4/2014	459.16
385264	ECM PUBLISHERS, INC	BIDS-WMS SITE IMPROVE 5/22/14	6/10/2014	458.08
385425	PRODOCON INC	HS-TESTING	6/17/2014	445.00
385414	LOUIS DEGIDIO SERVICES INC	EMS-HEAT EXCHANGERS	6/17/2014	441.50
385534	ZEIDLER, ROBERT	OFFICIAL	6/19/2014	439.67
385366	PERFORMANT RECOVERY INC	PAYROLL ACCRUAL	6/13/2014	429.01
385410	KIDCREATE STUDIO	CED-GW-MY DOLL	6/17/2014	426.00
131401939	STORVICK, SARAH	REIMBURSE	6/18/2014	422.45
385214	MN DEPARTMENT OF HEALTH	STATEWIDE HOSPITALITY FEE (12)	6/5/2014	420.00
131401856	PASHINA, KEN	REIMBURSE	6/11/2014	418.38
385594	MINT ROOFING INC	OW-BOILER STACK DEMO	6/25/2014	415.47
385158	SODERBERG, JAY	CED-PROF SERV 4/9-5/28	6/3/2014	414.00
131401995	PENNINGS, JILL	REIMBURSE	6/25/2014	413.62
131401958	DOYLE, MICHAEL	REIMBURSE	6/25/2014	406.45
385466	BURNS, GREGORY	REIMBURSE	6/19/2014	404.88
701006	BOILER SERVICES, INC	OW RTU	6/19/2014	404.44
385232	RISSER, FAITH	GW-ACCOMPANIST 2/14	6/5/2014	400.00
385262	EBC (EDUCATORS BENEFIT	ADMIN & COMPLIANCE SERVICE	6/10/2014	400.00
385277	KELSEY, RODERICK	PROF SERVICES	6/10/2014	400.00
385359	STAPLES ADVANTAGE	SCI CTR-SUPPLIES	6/12/2014	399.93
385435	SUGAR MAMAS ICE CREAM TRUCK	GWHB-ICE CREAM 6/4/14	6/17/2014	397.25
385326	GOPHER SPORT	BV-PE EQUIPMENT	6/12/2014	393.50
131401954	CARLSON, DAVID	REIMBURSE	6/25/2014	386.68
131402007	SUCANSKY, JOHN	REIMBURSE	6/25/2014	386.63
700978	TEAM SPORTING GOODS, INC	SUPPLIES	6/13/2014	382.90
385603	RELATE COUNSELING CTR	HS-MH 5/14	6/25/2014	380.00
701002	TEAM SPORTING GOODS, INC	GIRLS UNIFORM	6/19/2014	376.20
385137	PARADISE COMPANIES INC	OW- 5TH GR FIELD TRIP BALANCE 6/4/14	6/3/2014	376.00
385293	MORTENSON, SALLY K	CED-PROF SERV	6/10/2014	375.00
385372	AMERICAN CARTON & POLYBAG INC	DIST-MOVING BOXES	6/17/2014	375.00
385609	STANTONS SHEET MUSIC	EMS-WKSP 7/14	6/25/2014	375.00
131402020	ZIMMERMANN, ANDREA	REIMBURSE	6/25/2014	374.64
700960	SCHMITT MUSIC CO	BAND MUSIC	6/3/2014	372.76
385157	SHAMROCK GROUP	ATH-SERV-ICE MACHINE	6/3/2014	371.00
131401798	PRONDZINSKI, JEFF	REIMBURSE	6/4/2014	370.35
385166	TRANS-MISSISSIPPI BIOLOGICAL	BLANKET-SUPPLIES	6/3/2014	370.26
131402019	WIEHLE, JILL	REIMBURSE	6/25/2014	367.39
385520	PREMIUM WATERS, INC	CSF-WATER (2MOS)	6/19/2014	366.09
385301	RETROFIT COMPANIES INC	MDE#19494 BV-HAZ WASTE FEE	6/10/2014	364.14
385399	HIGHWAY 55 RENTAL & SALES INC	CMS-WOODCHIPPER	6/17/2014	362.19
385349	PLATT, MARY	PROF SERV 4/14-4/28	6/12/2014	360.00
385421	NAPA AUTO PARTS OF CORCORAN	CSF-SUPPLIES	6/17/2014	358.50
385327	HAWKINS, JEFFREY	OFFICIAL	6/12/2014	356.40
385362	WESTERN MICHIGAN UNIV	CORE-PLUS MATH PROJECT 6/14	6/12/2014	350.00
385380	CITI-CARGO & STORAGE	DOME STORAGE-5/14	6/17/2014	348.00
131401841	JOHNSON, SALLY	REIMBURSE	6/11/2014	346.08
131401915	LEPHART, GRACE	REIMBURSE	6/18/2014	343.39
131401875	TREWICK, MICHAEL	REIMBURSE	6/11/2014	337.34
385407	IRON MOUNTAIN	DIST-RECORD STORAGE 6/14	6/17/2014	330.89
131401779	JANISH, STEPHANIE	REIMBURSE	6/4/2014	327.70
385615	U.S. DEPT OF HOMELAND SECURITY	I-129 FILING FEE	6/25/2014	325.00
385255	ARCHIVES CORP	ARCHIVE BOXES-INVENTORY	6/10/2014	316.25
385283	LOFFLER COMPANIES, INC	DAB HR COPIER BLANKET	6/10/2014	314.99
131401826	CORNWELL, MICHELLE	REIMBURSE	6/11/2014	309.08
385269	GRIFFIN, TRACY	OW-3RD GR PICNIC SUPPLIES	6/10/2014	306.46
385487	HI-TECH REFRIGERATION	HS-REPLACE COMPRESSOR FAN MOTOR	6/19/2014	305.64
385234	SCHOENBORN, CARL	THEATER SUPPLIES-WMS	6/5/2014	305.42

131401853	O'BRIEN, VICKI	REIMBURSE	6/11/2014	303.72
131401923	ORTLIP, GAYLE	REIMBURSE	6/18/2014	301.39
385179	ANIMAL HUMANE SOCIETY OF MN	KL-DONATION	6/5/2014	300.00
385191	FOLAND, LISA	WMS-ACCOMPANIST	6/5/2014	300.00
385273	HOFFER, MARY	GL-ACCOMPANIST 4TH GR CONCERT	6/10/2014	300.00
385177	ALLINA HEALTH	DRIVER PHYSICALS	6/5/2014	295.50
131401978	HOWE, MICHELLE	REIMBURSE	6/25/2014	291.76
131401785	KOPECKY, KATHLEEN	REIMBURSE	6/4/2014	291.20
131401876	WARDEN, BARBARA	REIMBURSE	6/11/2014	290.15
385420	MULCAHY CO, B. J.	HS-PUMP MOTOR & BR PUMP	6/17/2014	289.00
385441	TWIN CITY HARDWARE	WMS-FIRE DR HDWR	6/17/2014	288.05
131401887	ANDERSON, MARY	REIMBURSE	6/18/2014	287.11
131401926	PHILLIPS, WADE	REIMBURSE	6/18/2014	287.02
385350	PLYMOUTH ICE CTR	REIMBURSE FOR COMCAST INSTALL	6/12/2014	282.00
385230	R & J LASERWORKS, LLC	AWARD PLAQUES-HS	6/5/2014	279.90
131401999	RIES, CAROLE	REIMBURSE	6/25/2014	279.55
131401782	JOINER, KIMBERLY	REIMBURSE	6/4/2014	276.98
385221	MULCAHY CO, B. J.	HS-HOT WATER CIRC PUMP	6/5/2014	276.75
385417	MINT ROOFING INC	EMS-REPAIR ROOF	6/17/2014	276.16
385217	MN CHEMICAL CO.	SUPPLIES	6/5/2014	271.42
385323	FAMILY SPEECH & THERAPY SVCS LLC	SPL SPEC PUPIL 4/21-4/30	6/12/2014	261.33
131401991	MATTIOLI, VALERIE	REIMBURSE	6/25/2014	260.96
131401936	SKERBITZ, WILLIAM	REIMBURSE	6/18/2014	260.28
385568	CULLIGAN - METRO	CMS-SERVICE 4/21/14	6/25/2014	260.00
700968	INSPEC, INC.	WHS ATHLETIC TRACK IMPROVEMENTS CONST.	6/6/2014	260.00
385503	MIXMI BRANDS INC	HS & MS-YOGURT	6/19/2014	256.50
131402018	WEST, DEBORAH	REIMBURSE	6/25/2014	255.64
131402001	SCHUMACHER, MICHAEL	REIMBURSE	6/25/2014	255.43
700975	ALLEGRA PRINT & IMAGING	CENSUS SURVEY CARDS	6/13/2014	252.76
131401812	WOBSCHELL, ALISON	REIMBURSE	6/4/2014	250.66
385138	PARMAR, SAMEERA	EARLY ENTRANCE CHILD SCREENING	6/3/2014	250.00
385454	ARETS, MAX	WITHDRAW-EARLY KNGN ENTRANCE SCREENING	6/19/2014	250.00
385579	KAUFMAN, RICK	FLC-SPRING FLING ENTERTAINMENT	6/25/2014	250.00
385387	FASTSIGNS	DOOR NUMBERS	6/17/2014	248.92
385240	SPS CO	OW-REPAIR SUPPLIES	6/5/2014	248.57
385201	JIM THE PIANO GUY	BV-ACCOMPANIST	6/5/2014	246.00
131402015	VOLLENDORF, AMY	REIMBURSE	6/25/2014	244.83
701014	TEAM SPORTING GOODS, INC	SOFTBALL PANTS	6/25/2014	242.21
131401893	BRISLEY, SUSAN	REIMBURSE	6/18/2014	241.68
131401918	LUDVIGSON, MARK	REIMBURSE	6/18/2014	240.80
385128	LAW, STACY	EMS-WOLF RIDGE	6/3/2014	240.00
131402004	SHOGER, MARGARET	REIMBURSE	6/25/2014	238.68
385422	NEOPOST GREAT PLAINS	AD-INK CARTRIDGE	6/17/2014	238.50
131401997	PRODY, GLENDA	REIMBURSE	6/25/2014	237.77
131401822	BOCKSELL, ELAINE	REIMBURSE	6/11/2014	237.24
385153	SCHOLASTIC BOOK FAIRS	CMS-MEDIA CTR BKS	6/3/2014	234.37
385119	ECM PUBLISHERS, INC	AD-SPEC MIN 4/28/14	6/3/2014	234.08
385334	KUBITZ EDUCATIONAL SERVICES	PC-BOOKS	6/12/2014	234.00
385203	KRUSE, MARY	MUSICAL SUPPLIES-WMS	6/5/2014	232.13
700987	SCHMITT MUSIC CO	BAND SUPPLIES	6/19/2014	230.40
131401946	WINTERHALTER, JANET	REIMBURSE	6/18/2014	229.75
385313	TERRELL DANIELS INC	COMM-PROF SERV 4/1-5/30	6/10/2014	225.00
385383	CSPA	HS-MEMBERSHIP TP	6/17/2014	225.00
385330	HONEY & MACKIES'S	GW-ICE CREAM	6/12/2014	224.00
131401821	BEHERNS, CINDY	REIMBURSE	6/11/2014	223.43
131401970	GIBSON, JANE	REIMBURSE	6/25/2014	221.76
131401832	HAAS, DEBORAH	REIMBURSE	6/11/2014	220.00
131401833	HALVORSON, REBECCA	REIMBURSE	6/11/2014	216.53

385194	GOLIN, SHERYL	CED-TRAINING	6/5/2014	215.00
385200	J & J GLASS & GLAZING INC	HS-INSULATED UNIT	6/5/2014	212.81
131401961	DVORAK, MARGARET	REIMBURSE	6/25/2014	210.18
701003	TEAM SPORTING GOODS, INC	UNIFORMS	6/19/2014	208.50
385406	INCENTIVE SERVICES INC	HR-AWARDS	6/17/2014	208.00
385614	UNIVERSITY OF MN	ATH-POOL RENTAL 5/20/14	6/25/2014	206.50
385245	TRUCK UTILITIES INC	CSF-REPAIR LEO PLOW #25	6/5/2014	205.20
131401761	BURDICK, CHERYL	REIMBURSE	6/4/2014	203.42
131401754	BATALDEN, JOHN	REIMBURSE	6/4/2014	201.19
385616	VIKING ELECTRIC SUPPLY, INC	HS-REPLACE VFD	6/25/2014	201.18
131401772	HARREN, KIMBERLY	REIMBURSE	6/4/2014	200.48
385564	BUDD, CYNTHIA	WMS-INST REPAIR	6/25/2014	200.02
385215	MN GOLF COACHES ASSN	ATH-B GOLF DINNER 6/19/14	6/5/2014	200.00
385602	RAV TECHNOLOGIES, INC	HS-MOVE WHITEBOARD	6/25/2014	200.00
131402012	VAN KREVELEN, HEATHER	REIMBURSE	6/25/2014	195.75
385211	ME & RIZ LLC	PIP GRANT-PROF SERV	6/5/2014	195.00
131401998	RIDLEY, SARA	REIMBURSE	6/25/2014	193.76
131401996	PETERSON, KELLY	REIMBURSE	6/25/2014	191.08
131401759	BLUMER, WARD	REIMBURSE	6/4/2014	188.81
131401817	AUGUSTINE, DARREN	REIMBURSE	6/11/2014	188.18
700991	SCHMITT MUSIC CO	BAND SUPPLIES	6/19/2014	187.20
385151	SCHLUENDER, JOSEPH	OFFICIAL	6/3/2014	186.00
131401988	LANKFORD, LYNDA	REIMBURSE	6/25/2014	184.86
385364	IRS CENTER - UNITED STATES TREASURY	PAYROLL ACCRUAL	6/13/2014	182.00
385637	IRS CENTER - UNITED STATES TREASURY	PAYROLL ACCRUAL	6/30/2014	182.00
131401986	JOSELYN, ELIZABETH	REIMBURSE	6/25/2014	181.15
385181	AT&T MOBILITY	IPADS	6/5/2014	180.58
385168	TWIN WEST CHAMBER OF COMMERCE	SUPT-AWARDS LUNCH-CA & AC	6/3/2014	180.00
385297	NUTRITIONAL WEIGHT & WELLNESS	CED-PROF SERV 5/7/14	6/10/2014	180.00
385558	AMERICAN TIME	CMS-SUPPLIES-PA SYSTEM	6/25/2014	179.90
385467	CAMPBELL, VICKI	B LAX SENIOR NIGHT EXPENSES	6/19/2014	179.20
385439	TOLL GAS & WELDING SUPPLY	HS-DX REPAIR	6/17/2014	179.05
131401855	OLSON, AMY	REIMBURSE	6/11/2014	178.99
385528	SWARTCHICK, DAVID	OFFICIAL	6/19/2014	178.20
385310	STAPLES ADVANTAGE	SH-SUPPLIES	6/10/2014	177.70
131401891	BERNDT, AARON	REIMBURSE	6/18/2014	175.68
385216	MN GOLF COACHES ASSN	ATH-G GOLF DINNER 6/19/14	6/5/2014	175.00
131401912	LAHTI, JILL	REIMBURSE	6/18/2014	175.00
131401889	BARR, JANELLE	REIMBURSE	6/18/2014	174.98
385237	SHIFFLER EQUIPMENT SALES, INC	KL-DOOR STEPS	6/5/2014	172.42
131401900	FREDRICKSON, SAM	REIMBURSE	6/18/2014	171.90
385504	MN MIDDLE SCHOOL ASSN	EMS-CONF 6/14 KC	6/19/2014	170.00
385555	MN MIDDLE SCHOOL ASSN	WORKSHOP FEES	6/23/2014	170.00
385197	HIGHWAY 55 RENTAL & SALES INC	OW-CONCRETE SCARIFIER	6/5/2014	168.00
131401836	HARING, KAREN	REIMBURSE	6/11/2014	168.00
131401869	STAPLETON, JANE	REIMBURSE	6/11/2014	167.50
131401758	BERNDT, AARON	REIMBURSE	6/4/2014	166.99
385341	ME & RIZ LLC	PIP GRANT-PROF SERV	6/12/2014	165.00
131401834	THOMPSON, JANET	REIMBURSE	6/11/2014	164.20
385426	PROFESSIONAL INTERPRETING	PF CONF-INTER	6/17/2014	164.00
385124	HALVERSON, ALISON	REIMBURSE	6/3/2014	162.90
131401968	GERBER, SALLY	REIMBURSE	6/25/2014	162.35
131401928	RYMER, LINDSEY	REIMBURSE	6/18/2014	161.42
385398	HAMEL BUILDING CTR	DIST-SUPPLIES	6/17/2014	159.17
385141	PETTIS, JENNY	COSTUME EXPENES-WMS	6/3/2014	155.15
131401992	MERZ, IRENE	REIMBURSE	6/25/2014	151.03
385122	FOURNICK, PAUL	OFFICIAL	6/3/2014	150.00
385155	SELTZER, ARNOLD	OFFICIAL	6/3/2014	150.00

385331	HOY, JUDITH	PROF SERVICES	6/12/2014	150.00
385412	LAWSON'S HOMESCHOOL	TESTING 13-14	6/17/2014	150.00
385590	MEDINA, CITY OF	B & G ROOM RENTAL DEPOSIT 8/20/14	6/25/2014	150.00
385596	NORTHSTAR LACROSSE	BALLS-ATH	6/25/2014	150.00
385419	MN MIDDLE SCHOOL ASSN	CMS-CONF 6/14 BA	6/17/2014	149.00
385613	THEIN, CHRIS	ATH-PAPER PRODUCTS	6/25/2014	148.32
131401903	HANSON, JUDY	REIMBURSE	6/18/2014	146.82
131401794	NIELSEN, DAN	REIMBURSE	6/4/2014	146.14
385296	NOVINSKA, TOD	CED-PROF SERV 5/6/14	6/10/2014	145.00
385235	SCHOLASTIC BOOK FAIRS	CMS-MEDIA CTR BKS	6/5/2014	144.44
131401924	PETERSON, LAURI	REIMBURSE	6/18/2014	142.56
131401892	BONSEN, STEPHANIE	REIMBURSE	6/18/2014	142.35
385338	MASSP-DIV OF STUDENT ACTIVITIES	MEMBERSHIPS 14-15	6/12/2014	140.00
131401904	HANUS, GAIL	REIMBURSE	6/18/2014	140.00
385247	UNLIMITED SUPPLIES	HS-WIND SCREENS	6/5/2014	139.71
131402000	ROGERS, JUDY	REIMBURSE	6/25/2014	137.93
131401867	SIDDIQUI, BADAR	REIMBURSE	6/11/2014	136.94
131401776	HONZA, JONATHAN	REIMBURSE	6/4/2014	135.97
131401953	BYRD, TRACY	REIMBURSE	6/25/2014	135.52
131401971	GRISMER, SYLVIA	REIMBURSE	6/25/2014	135.24
385577	GOPHER SPORT	JUMP ROPES	6/25/2014	134.70
131401766	DVORAK, MARGARET	REIMBURSE	6/4/2014	133.27
385136	OLSON, ROCHELLE	REIMBURSE	6/3/2014	132.72
385592	METRITTECH INC	STUDENT LABELS	6/25/2014	132.00
700992	SCHMITT MUSIC CO	BAND SUPPLIES	6/19/2014	132.00
131401975	HIRSCHUBER, MARGARET	REIMBURSE	6/25/2014	130.48
131401815	ZIMMERMANN, ANDREA	REIMBURSE	6/4/2014	130.46
385556	ADVANTAGE PRESS INC.	SH - DISCIPLINE INTERVENTIONS	6/25/2014	130.00
131401951	BENDER, MARNIE	REIMBURSE	6/25/2014	129.00
131401780	JOHNSON, JERI	REIMBURSE	6/4/2014	126.22
131401789	MATZKE, BRITTANI	REIMBURSE	6/4/2014	126.18
385584	LOFFLER COMPANIES, INC.	16TH AVE-MOVE 2ND COPIER	6/25/2014	125.00
131401881	WINTERHALTER, JANET	REIMBURSE	6/11/2014	124.93
131401842	KAUS, ANDREW	REIMBURSE	6/11/2014	124.73
131401771	HAGEN, CLARICE	REIMBURSE	6/4/2014	124.56
131401852	NIKSTAD, ERICA	REIMBURSE	6/11/2014	124.46
131401840	JOHNSON, JANE	REIMBURSE	6/11/2014	124.04
385117	CARLSON, JULIE	OFFICIAL	6/3/2014	124.00
385154	SCHWICHTENBERG, HEIDI	OFFICIAL	6/3/2014	124.00
131401770	GALE, CHRISTA	REIMBURSE	6/4/2014	123.42
385384	DOYLE SECURITY PRODUCTS	DIST-PADLOCKS	6/17/2014	122.01
385319	BERRY COFFEE CO	AD-COFFEE	6/12/2014	122.00
385427	PROMOWEAR	MUSICAL CLOTHES-WMS	6/17/2014	121.90
131401952	BENTHIN, KRISTI	REIMBURSE	6/25/2014	120.40
385458	BERRY COFFEE CO	EMS-COFFEE	6/19/2014	119.60
131401972	HALSEY, BARBARA	REIMBURSE	6/25/2014	119.49
385505	MN MIDDLE SCHOOL ASSN	EMS-CONF 6/14 LR	6/19/2014	119.20
131401861	RUCHTI, JULIE	REIMBURSE	6/11/2014	118.97
131402009	TOLLISON, KRISTIN	REIMBURSE	6/25/2014	118.89
385581	LEIER, JESSICA	BALANCE CULINARY EXPRESS ACCT	6/25/2014	118.15
131401983	JOHNSON RISPALJE, JOETTE	REIMBURSE	6/25/2014	117.92
385133	MITCHELL, CATHY	B SWIM-SENIOR GIFTS	6/3/2014	117.87
131401800	ROGERS, JUDY	REIMBURSE	6/4/2014	117.71
385120	EDLUND, MATTHEW	OFFICIAL	6/3/2014	117.00
385126	JESSEN, CHRISTOPHER	OFFICIAL	6/3/2014	117.00
385139	PARPORT, JOSEPH	OFFICIAL	6/3/2014	117.00
385148	SACCOMAN, JOHN	OFFICIAL	6/3/2014	117.00
385159	SOUZA, HOLLY	OFFICIAL	6/3/2014	117.00

385190	EMSL ANALYTICAL, INC	MDE#28643 BV-ASBESTOS TESTS	6/5/2014	116.00
131401790	MONSON, HOLLY	REIMBURSE	6/4/2014	115.00
131401981	JOHNSON, BRENDA	REIMBURSE	6/25/2014	115.00
385524	SCHIFFERLE, TERRI	SOFTBALL BANQUET EXPENSES	6/19/2014	114.68
131401773	HERZOG, JORDAN	REIMBURSE	6/4/2014	113.88
385127	LAKE CONFERENCE	ATH-T & F CONF RELAYS	6/3/2014	113.60
131401847	MARCELLUS, LISA	REIMBURSE	6/11/2014	112.63
131401860	ROBERTS, DANIEL	REIMBURSE	6/11/2014	112.62
385146	R & J LASERWORKS, LLC	G GOLF AWARDS-ATH	6/3/2014	112.50
131401959	DUBBS, ANGIE	REIMBURSE	6/25/2014	110.66
131401831	FOSS, KARIN	REIMBURSE	6/11/2014	108.26
700994	SCHMITT MUSIC CO	BAND SUPPLIES	6/19/2014	108.00
385208	LONG LAKE TRUE VALUE	SUPPLIES	6/5/2014	107.68
700971	STATE SUPPLY CO, INC.	WMS PLUMBING	6/6/2014	107.53
131401984	JOHNSON, LENDA	REIMBURSE	6/25/2014	107.41
385437	TALENT CENTER, THE	CED-PROF SERV 4/22/14	6/17/2014	107.25
700961	ALLEGRA PRINT & IMAGING	POSTCARDS	6/6/2014	105.73
131401827	DUNFORD, KIMBERLY	REIMBURSE	6/11/2014	105.61
131401796	PETERSON, DONNA	REIMBURSE	6/4/2014	105.22
131401838	HOOVER, JUDITH	REIMBURSE	6/11/2014	104.97
131401987	LADEN, AMANDA	REIMBURSE	6/25/2014	104.52
131401839	JOHNSON, BONNIE	REIMBURSE	6/11/2014	104.33
131401793	NEWMAN, TERRY	REIMBURSE	6/4/2014	104.18
385365	NEW YORK LIFE	PAYROLL ACCRUAL	6/13/2014	102.25
385638	NEW YORK LIFE	PAYROLL ACCRUAL	6/30/2014	102.25
131401774	HIBBS, KAREN	REIMBURSE	6/4/2014	101.90
131401818	AVELAR, REBECCA	REIMBURSE	6/11/2014	101.75
385111	BLICK ART MATERIALS	SH-ART ROOM SUPPLIES	6/3/2014	101.39
131401979	JACOBS, DONNA	REIMBURSE	6/25/2014	101.00
131401786	KOSKELA, SARA	REIMBURSE	6/4/2014	100.93
385270	HENN CNTY TREASURER -	HS-TEMP KITCHEN PLAN REVIEW	6/10/2014	100.00
385433	SCHLUETER, DAVID	CED-PROF SERV 5/6 & 5/13	6/17/2014	100.00
385591	MEDINA, CITY OF	ROOM RENTAL 8/20/14	6/25/2014	100.00
131401816	ANDERSEN, JULIE	REIMBURSE	6/11/2014	99.94
131401823	BONSEN, STEPHANIE	REIMBURSE	6/11/2014	98.77
385497	LANGUAGE LINE SERVICES	INTERPRETER	6/19/2014	98.62
131401870	SWANSON, ANIKA	REIMBURSE	6/11/2014	98.33
385251	WORTH AVE GROUP	IPAD INS-HS,CMS,WMS,EMS & MISC	6/5/2014	98.00
385492	IDENTITY PRINTING INC	PIP-POSTERS	6/19/2014	98.00
385193	GOBRECHT, DUANE	EMS-WOLF RIDGE	6/5/2014	96.00
385109	APPLE INC	BLANKET PO FOR APPLE REPAIRS	6/3/2014	95.95
385523	ROD, SHEILA	SOFTBALL BANQUET EXPENSES	6/19/2014	95.79
131401980	JOHNSON, BONNIE	REIMBURSE	6/25/2014	95.76
131401913	LANKFORD, LYNDA	REIMBURSE	6/18/2014	95.36
385108	ALLINA HEALTH SYSTEM	PRE-EMPLOY SCREENING 5/21/14	6/3/2014	95.00
385557	ALLINA HEALTH	OCC HEALTH HIST & PHYSICAL	6/25/2014	95.00
385379	CENTURY LINK	ELM CREEK	6/17/2014	94.24
131401753	BALDWIN, KRISTIN	REIMBURSE	6/4/2014	94.23
131401778	JACKSON, CARLY	REIMBURSE	6/4/2014	94.00
385186	CROWN LIFT TRUCKS	FORKLIFT MAINT	6/5/2014	93.00
131401835	HANSON, JUDY	REIMBURSE	6/11/2014	91.32
131401806	SKALLAND, AMANDA	REIMBURSE	6/4/2014	91.11
131401982	JOHNSON, JERI	REIMBURSE	6/25/2014	91.06
131401792	NELSON, PETER	REIMBURSE	6/4/2014	90.72
385187	EASTER, MARK	BV-PIANO TUNING	6/5/2014	90.00
385192	FRICKE, MARY	YEARBOOK-HS	6/5/2014	90.00
385223	NELSON, LORI	YEARBOOK-HS	6/5/2014	90.00
385226	PEERY, MARK	YEARBOOK-HS	6/5/2014	90.00

385241	SRINIVASAN, RADHIKA	YEARBOOK-HS	6/5/2014	90.00
385243	TARASZEWSKI, KRISTEN	YEARBOOK-HS	6/5/2014	90.00
131401757	BENTHIN, KRISTI	REIMBURSE	6/4/2014	89.82
131401920	MCCOY, NANCY	REIMBURSE	6/18/2014	89.66
131401888	ANDERSON, MARY	REIMBURSE	6/18/2014	89.64
131401862	SAMEC, JENNIFER	REIMBURSE	6/11/2014	89.17
131401765	DUNHAM, MARY	REIMBURSE	6/4/2014	88.82
385351	PREMIUM WATERS, INC	BLANKET PREMIUM WATERS - AD	6/12/2014	88.40
131401775	HOLZ, JILL	REIMBURSE	6/4/2014	87.81
131401768	FIELDER, CALI	REIMBURSE	6/4/2014	87.58
385121	FAIRVIEW	ATH-TRAINER	6/3/2014	87.50
131401764	DUNFORD, KIMBERLY	REIMBURSE	6/4/2014	87.11
385183	CITI-CARGO & STORAGE	DOME STORAGE	6/5/2014	87.00
131401910	KEFFELER, KAREN	REIMBURSE	6/18/2014	86.35
131401935	SHOGER, MARGARET	REIMBURSE	6/18/2014	86.34
385455	BATRA, JUDY	B LAX SENIOR NIGHT SUPPLIES	6/19/2014	84.93
131401783	KEANE, STEPHANIE	REIMBURSE	6/4/2014	84.91
131401908	JOHNSON, NICOLE	REIMBURSE	6/18/2014	83.67
131401929	SAMPSON, JAMES	REIMBURSE	6/18/2014	82.71
385506	NETWORK DESIGN INC	16TH AVE-SERVICE	6/19/2014	82.50
385563	BODIN, TERI	POSTERS-SYNC SWIM BANQUET	6/25/2014	81.39
131401966	GALLAGHER, JENNIFER	REIMBURSE	6/25/2014	79.52
700990	SCHMITT MUSIC CO	BAND SUPPLIES	6/19/2014	79.35
385256	BEENINGA, JULIE	REIMBURSE	6/10/2014	78.95
131401960	DUWENHOEGGER, DAWN	REIMBURSE	6/25/2014	78.34
131401830	FOLTZ-RINGSTROM, SHARON	REIMBURSE	6/11/2014	78.06
131401974	HEGLAND, AMBER	REIMBURSE	6/25/2014	77.08
385561	BERRY COFFEE CO	AD-COFFEE	6/25/2014	77.00
385525	SPIRITWEAR USA	CUL EXP-APPAREL	6/19/2014	76.70
131401814	ZEMLIN, LYNN	REIMBURSE	6/4/2014	76.23
385337	MACKIN EDUCATIONAL RESOURCES	CMS-MEDIA CTR BKS	6/12/2014	75.98
385167	TURNER, AARON	OFFICIAL	6/3/2014	75.00
385204	KUPHAL, BRENT M	OFFICIAL	6/5/2014	75.00
385207	LOGAN, JOHN	OFFICIAL	6/5/2014	75.00
385344	MN HISTORICAL SOCIETY	NL DIGITAL WORKSHEETS	6/12/2014	75.00
385500	ME & RIZ LLC	PIP GRANT-PROF SERV	6/19/2014	75.00
385163	STEVENS, HEATHER	F FLOWERS-ATH	6/3/2014	72.95
131401976	HOUG, JENNIFER	REIMBURSE	6/25/2014	72.86
131401942	VLACH, MONICA	REIMBURSE	6/18/2014	72.09
131401962	FEHRENBACH, ANN	REIMBURSE	6/25/2014	72.07
385418	MN CLAY USA - MIDWEST	OW-ART SUPPLIES	6/17/2014	72.00
131401762	CAMPBELL, AMY	REIMBURSE	6/4/2014	70.96
131401837	HAUGEN, SARAH	REIMBURSE	6/11/2014	70.49
385448	VIKING ELECTRIC SUPPLY, INC	CSF-REPAIR FREEZER CONDENSER	6/17/2014	70.23
385218	MN DEPT OF HEALTH ENVIRON HEALTH	KL HB- HOSPITALITY FEE	6/5/2014	70.00
385507	NORTHSTAR LACROSSE	ATH-COACH BRD	6/19/2014	69.98
131401859	RAVNHOLDT, TANYA	REIMBURSE	6/11/2014	69.86
131401938	SONSTEGARD, LAURIE	REIMBURSE	6/18/2014	69.57
131401858	RANDALL, LIZABETH	REIMBURSE	6/11/2014	69.15
385134	NELSON, RICK	OFFICIAL	6/3/2014	69.00
385149	SACCOMAN, MIKE	OFFICIAL	6/3/2014	69.00
131401967	GARRITY, JENNIFER	REIMBURSE	6/25/2014	68.88
131401767	EHLERS, KARI	REIMBURSE	6/4/2014	68.59
131401769	GABLER, SUSAN	REIMBURSE	6/4/2014	68.59
700988	SCHMITT MUSIC CO	BAND SUPPLIES	6/19/2014	67.85
385477	EDUCATION TO GO	CED-PROF SERV	6/19/2014	67.25
385494	K4 APPLICATION INC	HS-COFFEE	6/19/2014	66.50
131401874	TOLLISON, KRISTIN	REIMBURSE	6/11/2014	65.15

131401813	WONG, MARGARET	REIMBURSE	6/4/2014	64.91
385261	DECKER INC	KL-FLAG POLE	6/10/2014	64.90
131401943	WALDOW, DIANE	REIMBURSE	6/18/2014	64.46
131401897	CHRISTENSON, ERIK	REIMBURSE	6/18/2014	63.33
131402008	THOMPSON, MARY	REIMBURSE	6/25/2014	63.18
385135	NORTHSTAR LACROSSE	ATH-EQUIPMENT	6/3/2014	63.00
131401993	MONSON, HOLLY	REIMBURSE	6/25/2014	62.75
131401871	SWENSON, KYLE	REIMBURSE	6/11/2014	60.08
385254	ALLEE, EDWINA	BALANCE CULINARY EXPRESS ACCT	6/10/2014	60.05
385180	ASPA CONTEST/REVIEW	CONTEST ENTRY-HS	6/5/2014	60.00
385182	CHASE, CALVIN	OFFICIAL	6/5/2014	60.00
385184	CLASS, AUTUMN	OFFICIAL	6/5/2014	60.00
385233	RIVERA, PEDRO	CULINARY EXPRESS ACCT REFUND	6/5/2014	60.00
131401948	ALBEE, ALEXANDER	REIMBURSE	6/25/2014	59.92
700972	TEAM SPORTING GOODS, INC	EQUIPMENT	6/6/2014	59.00
131401819	AXELROD, CINTHIA	REIMBURSE	6/11/2014	58.75
385511	PALESCH, LORI	SOFTBALL BANQUET EXPENSES	6/19/2014	58.63
131401956	DAMASK, LISA	REIMBURSE	6/25/2014	57.92
131401985	JOHNSON, MARI	REIMBURSE	6/25/2014	57.12
385112	BROSE, CHARLES	OFFICIAL	6/3/2014	57.00
385145	PRANGHOFER, PAUL	OFFICIAL	6/3/2014	57.00
131402017	WARZEHA, CHERYL	REIMBURSE	6/25/2014	56.95
131401885	ZUFALL, ANGELA	REIMBURSE	6/11/2014	56.37
131401787	KOZLOVSKI, KIM	REIMBURSE	6/4/2014	56.10
385451	WESTSIDE WHOLESALE TIRE, INC	CSF-REPAIR MOWER TIRES	6/17/2014	55.69
131401878	WILLAR, DAWN	REIMBURSE	6/11/2014	55.55
131401973	HALVORSON, REBECCA	REIMBURSE	6/25/2014	55.50
131401843	KROCAK, GREGORY	REIMBURSE	6/11/2014	55.38
131401934	SEELAND, ELIZABETH	REIMBURSE	6/18/2014	53.87
131401781	JOHNSON, KRISTI	REIMBURSE	6/4/2014	53.85
385118	CHICAGO DISTRIBUTION CTR	SHIPPING	6/3/2014	53.32
131401950	ANDERSON, MARY	REIMBURSE	6/25/2014	52.75
131401917	LOVISOLO, ELIZABETH	REIMBURSE	6/18/2014	52.31
385481	GIMMESTAD, GWEN	SOFTBALL BANQUET EXPENSES	6/19/2014	51.36
131401902	GRACK, JODI	REIMBURSE	6/18/2014	50.33
385113	BRYANT, DAWOLYN	EMS-WOLF RIDGE	6/3/2014	50.00
385164	SUCCESS BEYOND THE CLASSROOM	YOUNG AUTHORS CONF 5/14	6/3/2014	50.00
385196	HAMMOCK, LISA	BALANCE CULINARY EXPRESS ACCT	6/5/2014	50.00
385259	COHN, MARC	BALANCE CULINARY EXPRESS ACCT	6/10/2014	50.00
385576	EDUCATIONAL TESTING SERVICE	HS-STUDENT DATE FILE	6/25/2014	50.00
131401868	SKERBITZ, WILLIAM	REIMBURSE	6/11/2014	50.00
131401810	TURNQUIST, SARAH	REIMBURSE	6/4/2014	49.99
385462	BOKOVITZ, AUDRA	CMS-FOOD-6TH GR PARTY	6/19/2014	49.96
385385	ECKROTH MUSIC	WMS-BAND SUPPLIES	6/17/2014	49.75
131401965	GALE, CHRISTA	REIMBURSE	6/25/2014	49.73
385572	DRYWALL SUPPLY INC	OW & 16TH AVE-SUPPLIES	6/25/2014	49.60
131402013	VAN ORSOW, ELISABETH	REIMBURSE	6/25/2014	49.33
131402016	WACHHOLZ, ANDREA	REIMBURSE	6/25/2014	49.06
131401990	MASHADI, ERAM	REIMBURSE	6/25/2014	48.61
385170	WOOD, TODD	CED-KNGN CELEBRATION	6/3/2014	48.42
131401879	WILLISON, CALEB	REIMBURSE	6/11/2014	48.36
385309	SHRED-N-GO	SHREDDING SERVICES - BLANKET PO	6/10/2014	48.00
131401894	BUDKE, MEGAN	REIMBURSE	6/18/2014	47.21
700989	SCHMITT MUSIC CO	BAND SUPPLIES	6/19/2014	47.15
131401977	HOVER, ANDREW	REIMBURSE	6/25/2014	46.21
131401854	O'NEILL, STEVEN	REIMBURSE	6/11/2014	45.90
131401944	WEITZ, BRIAN	REIMBURSE	6/18/2014	45.43
385308	SENIOR COMMUNTIY SERVICES	CED-PROF SERV 4/29/14	6/10/2014	45.00

385246	UNIVERSAL ATHLETIC SERVICES INC	ATH-BASE PLUGS	6/5/2014	44.97
385140	PETERSON, DEREK	OFFICIAL	6/3/2014	44.55
385472	CUB FOODS	GROCERIES-CUST#27	6/19/2014	44.20
131401914	LAPENSKY, SHARON	REIMBURSE	6/18/2014	44.00
131401909	JOYCE, AMBER	REIMBURSE	6/18/2014	43.01
385478	EXCEL LEGAL COURIER	SP ED-COURIER	6/19/2014	43.00
131401907	JACKSON, SCOTT	REIMBURSE	6/18/2014	42.50
385304	ROBBINS, JEANNE	BALANCE CULINARY EXPRESS ACCT	6/10/2014	42.00
131401866	SHERRY, JACQUELINE	REIMBURSE	6/11/2014	41.98
385275	JOHNSON, DENISE	BALANCE CULINARY EXPRESS ACCT REFUND	6/10/2014	41.85
131401845	LINDQUIST, LAURIE	REIMBURSE	6/11/2014	41.76
131401791	MUELLER, LINDSEY	REIMBURSE	6/4/2014	41.55
131401969	GIBBS, ASHLEY	REIMBURSE	6/25/2014	41.48
385278	KOZNICK, KARI	BALANCE CULINARY EXPRESS ACCT	6/10/2014	41.00
131401857	PODOBINSKI, ANNMARIE	REIMBURSE	6/11/2014	40.98
131401756	BENNETT, MEGAN	REIMBURSE	6/4/2014	40.00
131401795	PASHINA, KEN	REIMBURSE	6/4/2014	40.00
131401957	DEMARAIS, LYNN	REIMBURSE	6/25/2014	39.89
700995	SCHMITT MUSIC CO	BAND SUPPLIES	6/19/2014	39.00
385605	RYAN, DOROTHY	CED-CANCEL CLASS	6/25/2014	38.00
131401901	GEHRZ, MICHELLE	REIMBURSE	6/18/2014	37.82
131401788	LEDDY, AMANDA	REIMBURSE	6/4/2014	37.55
131401933	SCOTT, CATHERINE	REIMBURSE	6/18/2014	36.66
385607	SHRED-N-GO	SHREDDING SERVICES - BLANKET PO	6/25/2014	36.00
131401922	NICKEL, KAREN	REIMBURSE	6/18/2014	36.00
700986	SCHMITT MUSIC CO	BAND SUPPLIES	6/19/2014	35.90
131401752	ANDERSON, RACHEL	REIMBURSE	6/4/2014	35.28
131401803	SEHM, JACY	REIMBURSE	6/4/2014	35.28
385401	HOLDAHL CO	16TH AVE-SUPPLIES	6/17/2014	35.09
385289	MN DEPT OF HEALTH ENVIRON HEALTH	SH HB-HOSPITALITY FEE	6/10/2014	35.00
131401784	KLEINART, SHERYL	REIMBURSE	6/4/2014	35.00
131401873	THOMA, DENISE	REIMBURSE	6/11/2014	34.98
131401941	VANKOEVERDEN, ERIK	REIMBURSE	6/18/2014	32.61
131401895	CAMPBELL, OLGA	REIMBURSE	6/18/2014	32.24
385486	HENRICH, JOHN	NHS BREAKFAST-HS	6/19/2014	31.92
385239	SPS CO	OW-BRINE TANK SUPPLIES	6/5/2014	31.80
385598	PETTY CASH - CMS	KEYS	6/25/2014	31.80
131401898	DISCH, HILARY	REIMBURSE	6/18/2014	31.58
131401905	HEYER, JOYCE	REIMBURSE	6/18/2014	31.34
131401846	LUDVIGSON, MARK	REIMBURSE	6/11/2014	31.16
131401994	NELSON, PETER	REIMBURSE	6/25/2014	30.86
385465	BRUNNER, PAUL	CMS-SUPPLIES-6TH GR PARTY	6/19/2014	30.24
385318	ARML CONTEST LOCAL COMPETITION	HS-TEAM COMP 5/28/14	6/12/2014	30.00
385442	TWIN WEST CHAMBER OF COMMERCE	AD-JUNE LEGISLATIVE BREAKFAST CP	6/17/2014	30.00
385475	DUNDEE NURSERY & LANDSCAPING	SR NIGHT FLOWERS-G LAX	6/19/2014	30.00
131402011	TUORILA, DELROY	REIMBURSE	6/25/2014	30.00
131402010	TRUDELL, CINDY	REIMBURSE	6/25/2014	29.68
131401755	BECKER, THERESA	REIMBURSE	6/4/2014	28.95
131401880	WILLIAMS, CARRI	REIMBURSE	6/11/2014	28.56
700993	SCHMITT MUSIC CO	GEN MUSIC SUPPLIES	6/19/2014	28.37
385491	HU, XIAOYAN	NHS BREAKFAST-HS	6/19/2014	27.96
131401883	WYFFELS, REBECCA	REIMBURSE	6/11/2014	27.83
385601	RAMAKRISHNAN, RAGHAVENDRAN	BALANCE CULINARY EXPRESS ACCT	6/25/2014	27.65
385348	PHILIP, JAIN	BALANCE CULINARY EXPRESS ACCT	6/12/2014	27.35
131401949	ALLEN, STEPHANIE	REIMBURSE	6/25/2014	26.38
385461	BLOMQUIST, KRISTIN	CMS-FOOD-6TH GR PARTY	6/19/2014	26.30
385316	VEBEROD GEM GALLERY	EMS-SUPPLIES	6/10/2014	26.20
385299	PLYMOUTH STORY TIME PLAYERS	PC-PERFORMANCE 5/22/14	6/10/2014	25.00

385300	PONATHIL, SANGEETH	BALANCE CULINARY EXPRESS ACCT	6/10/2014	25.00
131401828	EUGENE, SAMARA	REIMBURSE	6/11/2014	24.99
131401916	LEUTHNER, KATHLEEN	REIMBURSE	6/18/2014	23.46
131401963	FIELDER, CALI	REIMBURSE	6/25/2014	23.30
131401927	RANDALL, LIZABETH	REIMBURSE	6/18/2014	23.07
385639	PERFORMANT RECOVERY INC	PAYROLL ACCRUAL	6/30/2014	22.62
131401947	ADAMS, KATHERINE	REIMBURSE	6/25/2014	22.57
385198	HIRSHFIELD'S PAINT	SH-PAINT	6/5/2014	22.49
131401931	SCHULTZ, SHEILA	REIMBURSE	6/18/2014	21.98
131401930	SCHMIDT, AMY	REIMBURSE	6/18/2014	21.17
131401820	BEATTY, KATHLEEN	REIMBURSE	6/11/2014	21.00
131401906	ICE, KRISTA	REIMBURSE	6/18/2014	20.74
385263	ECKBERG, MARY	BALANCE CULINARY EXPRESS ACCT	6/10/2014	20.55
385328	HENN CNTY - GOVT CENTER	WC-NOTARY GO	6/12/2014	20.00
131401844	LACKAS, CHRISTINE	REIMBURSE	6/11/2014	19.94
131401802	SCHEUER, JAMES	REIMBURSE	6/4/2014	19.60
131401849	MEESTER, ELIZABETH	REIMBURSE	6/11/2014	19.60
385357	SHOEN, BETH	CMS-FOOD 6TH GR PARTY	6/12/2014	19.53
385125	INGRAM LIBRARY SERVICES	CMS-MEDIA CTR BKS	6/3/2014	19.20
131401940	TRAYNOR, JASON	REIMBURSE	6/18/2014	18.68
131402006	STEFFEL, LAUREN	REIMBURSE	6/25/2014	18.37
385280	KUMAR, PANKAJ	BALANCE CULINARY EXPRESS ACCT	6/10/2014	18.35
385107	AIRPORT TAXI, INC	TRANSPORT-HS	6/3/2014	18.00
131401925	PETERSON, SHEILA	REIMBURSE	6/18/2014	17.99
385152	SCHMITT MUSIC CO	WMS-BAND REPAIR	6/3/2014	17.65
131401884	ZIMMERMANN, ANDREA	REIMBURSE	6/11/2014	17.64
131401882	WONG, MARGARET	REIMBURSE	6/11/2014	17.08
131401919	MARTINSON, KAJA	REIMBURSE	6/18/2014	17.00
131402005	ST CLAIR, CAITLIN	REIMBURSE	6/25/2014	16.20
131401825	CAMPBELL, OLGA	REIMBURSE	6/11/2014	15.17
131401872	TAUER, DENISE	REIMBURSE	6/11/2014	15.07
131401797	PIEPER, THOMAS	REIMBURSE	6/4/2014	14.97
131401865	SHANNON-ANDERSON, KARI	REIMBURSE	6/11/2014	14.96
131401911	KNUDTSON, CORY	REIMBURSE	6/18/2014	14.48
385260	CONTINENTAL CLAY CO	BV-ART SUPPLIES	6/10/2014	14.20
385354	RANGARAJ, DEVIKA	BV-FOUND BOOKS	6/12/2014	13.98
385286	MCLEAN, TOM	BALANCE CULINARY EXPRESS ACCT REFUND	6/10/2014	13.65
131401804	SELINGER, JUDITH	REIMBURSE	6/4/2014	13.44
131401921	NEISS, KAREN	REIMBURSE	6/18/2014	13.44
131401964	FRASER-OLAUSEN, CATHY	REIMBURSE	6/25/2014	13.44
131401829	FARRINGTON, ASHLEY	REIMBURSE	6/11/2014	12.88
131401989	MANUELL, MONICA	REIMBURSE	6/25/2014	12.77
131402014	VLATKOVICH, PAIGE	REIMBURSE	6/25/2014	12.77
385569	DEROCHER, DEMAEE	BALANCE CULINARY EXPRESS ACCT	6/25/2014	11.75
385510	PAESE, AUDREY	NHS CARNIVAL TICKETS-HS	6/19/2014	10.72
131401851	NEWMAN, SUSAN	REIMBURSE	6/11/2014	9.99
131402002	SELINGER, JUDITH	REIMBURSE	6/25/2014	9.74
131401811	WESTMAN, AMY	REIMBURSE	6/4/2014	9.43
131401760	BONSEN, STEPHANIE	REIMBURSE	6/4/2014	8.99
385312	STRUDWICK, SCOTT	BALANCE CULINARY EXPRESS ACCT REFUND	6/10/2014	8.88
131401945	WEST, DEBORAH	REIMBURSE	6/18/2014	8.50
131401805	SELLE, SARAH	REIMBURSE	6/4/2014	8.00
131401809	STEVENS, PATRICIA	REIMBURSE	6/4/2014	7.91
131401886	ALBEE, ALEXANDER	REIMBURSE	6/18/2014	7.47
385519	PREMIUM WATERS, INC	TRANSPORT WATER DELIVERY	6/19/2014	2.50
385271	HENNN CNTY TREASURER- GVMT CTR	VOID	6/12/2014	0.00
385272	HENNN CNTY TREASURER- GVMT CTR	VOID	6/10/2014	0.00
700822	AIRPORT TAXI, INC (WAS	VOID	6/2/2014	(18.00)



**WAYZATA PUBLIC SCHOOLS  
WIRE TRANSFER,EFT AND ACH ACTIVITY  
MAY 2014**

<b>FROM</b>	<b>TO</b>	<b>DATE</b>	<b>AMOUNT</b>
Wells Fargo-Checking	Wells Fargo-Payroll	Multiple	\$4,652,484
Wells Fargo-Checking	Federal P/R Taxes	5/1/2014	\$742,467
	Federal P/R Taxes	5/16/2014	\$800,293
Wells Fargo-Checking	State P/R Taxes (MN)	5/1/2014	\$119,117
	State P/R Taxes (MN)	5/16/2014	\$128,817
Wells Fargo-Checking	Delta Dental - Dental Claims	Multiple	\$71,056
Wells Fargo-Checking	Preferred One - Health Claims	Multiple	\$1,115,706
Wells Fargo-Checking	Wells Fargo Commercial Card - Purchase Card Program	5/5/2014	\$227,493
Wells Fargo-Checking	Corporate Health Systems - Flex Benefits	Multiple	\$101,989
Wells Fargo-Checking	Preferred One - Broker/Reinsurance Fees	5/15/2014	\$82,869
Wells Fargo-Checking	Payroll Vendors (TRA, EBC, MSRS, etc.) - Electronic Payments	Multiple	\$1,312,178
Wells Fargo-Checking	District Employees - Expense Reimbursement	Multiple	\$36,545
Wells Fargo-Checking	Commerce Bank/Control Pay - Electronic A/P	Multiple	\$67,465
Wells Fargo-Checking	MN Department of Revenue - Sales & Use Tax Payment	5/20/2014	\$470
Wells Fargo-Checking	Neopost - Replenish Postage Meter	5/22/2014	\$10,000
<b>TOTAL ACTIVITY - MAY 2014</b>			<b>\$9,468,949</b>

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

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

**ITEM: C. Human Resource Recommendations**

**COMMENTS BY: Annie Doughty, Exec. Director of Human Resource Services**

Employment

<b>Brenna Backstrand</b> Resignation	.4 Literacy Specialist	Birchview
<b>Emma Berglund</b> Resignation	1.0 3 <sup>rd</sup> Grade Teacher	Birchview
<b>Kelsey Blum</b> Resignation	1.0 Social Studies Teacher	High School
<b>Cassi Busch</b> Leave of Absence	1.0 6 <sup>th</sup> Grade Teacher LTR	Central Middle
<b>Megan Craig-Casmer</b> Increased Enrollment	1.0 2 <sup>nd</sup> Grade Teacher	Sunset Hill
<b>Alexander Culver</b> Transfer	1.0 Special Education Teacher	West Middle
<b>Samantha Exsted</b> Non-renew	1.0 4 <sup>th</sup> Grade Teacher	Greenwood
<b>Jack Fariss</b> Non-renew	1.0 Science Teacher	High School
<b>Emma Henke</b> Leave of Absence	1.0 Communications Teacher LTR	East Middle
<b>Jeri Klein</b> Resignation	1.0 Special Education Teacher	Gleason Lake & Plymouth Creek
<b>Wyatt McMullen</b> Transfer	1.0 3 <sup>rd</sup> Grade Teacher	Sunset Hill
<b>Emily Miller</b> Increased Enrollment	1.0 Science Teacher	High School

<b>Alyson Munch</b> New Position	3.9 Hour Paraprofessional	Central Middle
<b>Dietrich Nissen</b> Transfer	1.0 4 <sup>th</sup> Grade Teacher	Greenwood
<b>Rebecca Novotny</b> Transfer	1.0 2 <sup>nd</sup> Grade Teacher	Sunset Hill
<b>Cara Perszyk</b> Transfer	1.0 Special Education Teacher	West Middle
<b>Kari Peterson</b> Increased Enrollment	.333 Orchestra Teacher	High School
<b>Steven Porter</b> Increased Enrollment	.5 Social Studies Teacher	High School
<b>Joanna Prosser</b> Non-renew	.5 Art Teacher	High School
<b>Sara Romanow</b> Resignation	1.0 1 <sup>st</sup> Grade Teacher	Gleason Lake
<b>April Safford</b> Resignation	1.0 Special Education Teacher	East Middle
<b>Sara Tiemens</b> Transfer	1.0 5 <sup>th</sup> Grade Teacher	Kimberly Lane
<b>Alexa Wachter</b> New Position	1.0 Kindergarten Teacher	Plymouth Creek

Leave of Absence

**Stephanie Keane**, Central Middle 6<sup>th</sup> Grade Teacher, has requested a leave of absence beginning approximately January 5 through March 6, 2015.

**Cassandra Raiche**, Gleason Lake Special Education Teacher, has requested a leave of absence beginning approximately December 5, 2014 through February 2, 2015.

**David Ritter**, High School Special Education Teacher, has requested a five day leave of absence beginning approximately September 6, 2014.

**Gloria Sterud**, Gleason Lake 2<sup>nd</sup> Grade Teacher, has requested a leave of absence for the 2014-2015 school year.

**Erik vanKoeverden**, Sunset Hill 3<sup>rd</sup> Grade Teacher, has requested a ten day leave of absence beginning approximately December 5, 2014.

Retirement

**Doug Johnson**, Birchview 5<sup>th</sup> Grade Teacher, has submitted his retirement effective June 9, 2015. Mr. Johnson has been employed with the District since 1971.

**Jim Scheuer**, District Sr. Accountant, has submitted his retirement effective December 12, 2014. Mr. Scheuer has been employed with the District since 1992.

**Bonnie Stone**, Oakwood Achievement Intervention Specialist, has revised her retirement to be effective June 10, 2014.

Resignation

**Carmen Avendano**, Teacher currently on Leave of Absence, has verbally submitted her resignation effective June 27, 2014.

**Emily Bongart**, Gleason Lake Home Base Assistant, has submitted her resignation effective June 25, 2014.

**Mavis Frost**, Gleason Lake Home Base Assistant/Instructor, has submitted her resignation effective July 9, 2014.

**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 – July 14, 2014

**AGENDA SECTION: 2. CONSENT AGENDA**

**ITEM: D. Resolution for Membership in The Minnesota State High School League for The 2014 – 2015 School Year**

**COMMENTS BY: Linda Cohen, Board Chair**

Minnesota Statutes, Section 128C.01, requires individual School Boards each year to authorize membership in the Minnesota State High School League. The Resolution for Membership affirms (1) that the Board of Education delegates the control, supervision, and regulation of League-sponsored athletic and fine arts activities to the Minnesota State High School League; (2) that the Board of Education adopts the Constitution, Bylaws and Rules and Regulations of the League; and (3) that the administration for and the responsibility for supervising the activities are assigned to the official representative. Chris McCullough is the appointed School Board representative to the Minnesota State High School League, and Jaime Sherwood, Activities and Athletic Director, is the Wayzata High School representative. The enclosed resolution provides for the appropriate School Board action.

**RECOMMENDED ACTION:** Approve the Resolution for Membership in the Minnesota State High School League for The 2014 – 2015 School Year as recommended.

Motion by: \_\_\_\_\_ ROLL CALL Passed \_\_\_\_\_

Second by: \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions: \_\_\_\_\_



## Education and Leadership for a Lifetime

2100 Freeway Boulevard, Brooklyn Center, Minnesota 55430-1735 | (763) 560-2262, FAX (763) 569-0499 | www.mshsl.org

April 2014

Dear Superintendent:

Each year Minnesota Statute 1993, Section 128C.01, requires individual school boards to authorize membership in the Minnesota State High School League. The Resolution for Membership affirms (1) that the school board for your school delegates the control, supervision and regulation of League-sponsored athletic and fine arts activities to the Minnesota State High School League; (2) that your school board adopts the MSHSL Constitution, Bylaws and Rules and Regulations; and, (3) that the administration of and the responsibility for supervising your registered activities are assigned to your official school representative(s).

Formal approval by the governing board of your school district or school must be made prior to August 1, 2014, to enable the League office to certify your continuation or new membership in the League. If your Designated School Board Representative or Designated School Representative has changed from the previous year, please make that change on your school's page on the MSHSL website database.

I am enclosing the Resolution for Membership form which provides for the appropriate school board action. The resolution form is provided in duplicate. **Please return one copy of the 2014-2015 Resolution for Membership to the Minnesota State High School League and retain one copy for your school files. The deadline for returning the resolution form is September 1, 2014. If the form is not received by the above date, a \$250 late fee will be assessed. No school is eligible to compete in post-season tournaments unless the completed Resolution for Membership is on file in the League office.**

A billing for services, rule books, and other supplies your school has ordered will be mailed in mid-August as has been the accepted procedure in the past. This billing, which includes a \$100 service fee, will be based on the materials your school has submitted to the League regarding the activities your school will sponsor during the 2014-2015 school year.

Please be reminded of the following:

1. August 1 begins the MSHSL fiscal year and the Resolution for Membership must be approved by your local school board.
2. **September 1 is the due date for return of the resolution form.** A late fee will be assessed if the resolution is not returned by that date; your students WILL NOT BE COVERED by the catastrophic insurance plan; your school district must assume that responsibility; and your students will not be allowed to participate in League-sponsored events.
3. **The resolution form must be completed in full**, including signatures of the superintendent and clerk/secretary of the board of education.
4. Please note the italicized paragraph on the Resolution for Membership from which begins, *"Member schools must develop..."* This language and the steps related to MSHSL Bylaw 206, Good Standing and General Eligibility Requirements have been discussed with your activities director. The opportunity for a student to appeal a local Code of Conduct decision at your school level most often appear in your school's Student Handbook. Please review your school's internal process as your school board approves the Student Handbook.

(over)

Minnesota State High School League  
2100 Freeway Boulevard  
Brooklyn Center, MN 55430-1735  
763-560-2262 Fax: 763.569.0499 www.mshsl.org

**2014-2015 RESOLUTION FOR MEMBERSHIP  
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

**RESOLVED**, that the Governing Board of School District Number \_\_\_\_\_, County of \_\_\_\_\_, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

**FURTHER RESOLVED**, that the high school(s) listed below (name all high schools in the district):

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

is/are authorized by this, the Governing Board of said school district or school to:

1. \_\_\_\_\_ Make new application for membership in the Minnesota State High School League; School Enrollment (9-12): \_\_\_\_\_  
**OR;**  
\_\_\_\_\_ Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.
3. \_\_\_\_\_ Our school **WILL NOT** be renewing its membership in the Minnesota State High School League.

**FURTHER RESOLVED**, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the Governing Board.

*Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.*

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: \_\_\_\_\_ Signed: \_\_\_\_\_  
Clerk/Secretary - Local Governing Board Superintendent or Head of School

Date: \_\_\_\_\_ Date: \_\_\_\_\_

District Office Address, City, Zip: \_\_\_\_\_

School Superintendent's Phone: \_\_\_\_\_ School Superintendent's Email: \_\_\_\_\_

**RETURN ONE COPY TO THE MSHSL NOT LATER THAN SEPTEMBER 1, 2014**  
**Retain one copy for the school files.**

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

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

**ITEM:** E. Student Teaching Agreement

**COMMENTS BY:** Dr. Jill Johnson, Exec. Director of Teaching & Learning

Wayzata Public Schools annually accepts student teachers from a number of colleges and universities. For the 2014-2017 school years, Wayzata Public Schools is entering into a student teaching agreement with the University of St. Thomas. The agreement is attached for your review.

**RECOMMENDED ACTION:** Approve the Student Teaching Agreement with the University of St. Thomas for the 2014-2017 school years as presented.

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

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

Abstentions: \_\_\_\_\_



June 11, 2014

Mr. Chase Anderson  
Wayzata Public Schools  
Box 660 210 County Rd 101 N  
Wayzata, MN 55391

Dear Mr. Anderson:

To comply with the Council for the Accreditation of Educator Preparation (formerly NCATE) accreditation standards, the University of St. Thomas must have on file signed copies of agreements with the public and nonpublic schools which provide clinical practice, internship and other clinical experiences for the University's students in the School of Education. Please review and sign the enclosed original and copy of the Memorandum of Agreement. Return the original only in the enclosed self-addressed, metered envelope.

Please note that the Agreement covers a three-year period of time. This document is not to be construed as an agreement on our part to place students in your district every semester but only as mutual needs arise. You continue to have the right to terminate the agreement annually.

If you have any questions about the Agreement, please feel free to contact either Mr. John Melick, Program Director of Field Experiences & Student Teaching (651-962-4424) or me (651-962-4435).

Thank you.

Sincerely,

Mark Salisbury, Ph.D.  
Dean

MS:mr

Enclosures

MEMORANDUM OF AGREEMENT  
FOR CLINICAL PLACEMENTS  
BETWEEN  
THE UNIVERSITY OF ST. THOMAS  
AND  
Wayzata

This agreement, made September 1, 2014, between the University of St. Thomas (hereinafter called the University) and Wayzata (hereinafter called the Agency/Institution) outlines agreements concerning field and clinical placements (field experiences and clinical practice [student teaching]).

WITNESSETH THAT:

- A. The Agency/Institution shall accept selected clinical practice (student teaching) or other field experience students enrolled in the University and provide clinical and field experiences as agreed upon by authorized representatives of the University and the cooperating Agency/Institution.
- B. The University Shall:
  - 1. Provide a supervisor as applicable for teacher candidates and a coordinator for all such activities.
  - 2. Pay the agreed amount when applicable to the Agency/Institution for the experience provided.
  - 3. Plan hours and dates of each experience by mutual agreement with the field agency.

IT IS FURTHER AGREED:

- A. That the teacher candidate shall observe the hours set for the clinical experience, be regular in attendance, and follow the procedures established by the University and the Agency/Institution for notifying University personnel and the field supervisor of necessary absences.
- B. That the teacher candidate shall accept delegated responsibilities within the Agency/Institution as agreed to by the University and the field supervisor. These responsibilities shall be within the intent of the clinical placement.
- C. That the teacher candidate shall respect the confidentiality rights of students/teachers/families or parents/guardians.
- D. Both parties will follow mutually agreed upon procedures appropriate for each different clinical.


This agreement shall be effective upon its execution and shall continue through August 31, 2017. It shall be subject to review and renewal by either or both parties as of that date.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their respective authorized officers as of the day and year first above written.

For: AGENCY OR INSTITUTION

For: UNIVERSITY OF ST. THOMAS

By \_\_\_\_\_  
Authorized Representative  
Title: \_\_\_\_\_

By  \_\_\_\_\_  
Dean, College of Education,  
Leadership & Counseling

MEMORANDUM OF AGREEMENT  
FOR CLINICAL PLACEMENTS  
BETWEEN  
THE UNIVERSITY OF ST. THOMAS  
AND  
Wayzata

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IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed by their respective authorized officers as of the day and year first above written.

For: AGENCY OR INSTITUTION

For: UNIVERSITY OF ST. THOMAS

By \_\_\_\_\_  
Authorized Representative  
Title: \_\_\_\_\_

By  \_\_\_\_\_  
Dean, College of Education,  
Leadership & Counseling

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

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

**ITEM:** F. Wayzata Community Church Nursery School Lease

**COMMENTS BY:** Jim Westrum, Exec. Director of Finance and Business

Attached is a contract between the School District and the Wayzata Community Church Nursery School to provide education services for Early Childhood Special Education students. The cost of this contract for the 2014-2015 school year is \$49,446.

**RECOMMENDED ACTION:** Approve the Early Childhood Special Education Contract between Independent School District 284 and the Wayzata Community Church Nursery School for the 2014-2015 school year at a cost of \$49,446.

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

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

Abstentions: \_\_\_\_\_

CONTRACT FOR EDUCATIONAL SERVICES FOR  
EARLY CHILDHOOD SPECIAL EDUCATION STUDENTS

THIS CONTRACT entered into this 1<sup>st</sup> day of July, 2014 by and between INDEPENDENT SCHOOL DISTRICT 284, Wayzata, Minnesota, (the "School District") and Wayzata Community Church Nursery School (the "Nursery School").

The School District and the Nursery School represent and agree as follows:

1. The School District represents to the Nursery School that:
  - (a) The School District is authorized and required to provide special instructions and services for handicapped preschool children ("Early Childhood Special Education students") by (among other means) contracting with and through collaborative efforts with public, private or voluntary agencies, including for children under five years of age and their families, programs in which handicapped children are served with non-handicapped children, under Minnesota Statutes, Section 120.17, subject to Minnesota Rules, Chapter 3525 promulgated by the State Board of Education (the "Rules").
  - (b) The School District has determined that it is necessary and desirable to retain space and services in a qualified nursery school to provide integration experiences for identified Early Childhood Special Education students with non-handicapped students ages two and one-half to five years of age.
  - (c) The Board of Education of the School District has duly authorized the execution and performance of this Contract.
2. The Nursery School represents to the School District that:
  - (a) The Nursery School is and shall be during the term of this Contract located in the Wayzata Community Church's facilities at 125 East Wayzata Blvd., Wayzata, MN 55391.
  - (b) The Nursery School is and shall be during the term of this Contract duly licensed by the State of Minnesota Department of Human Services.
  - (c) The Nursery School has and shall maintain during the term of this Contract insurance against bodily injuries and death arising from operations of the Nursery School in the minimum amount of \$1,000,000 per occurrence and \$1,000,000 annual aggregate.

3. The Early Childhood Special Education program at the Nursery School shall commence August 25, 2014 and conclude June 8, 2015 (or such earlier or later beginning and ending dates as the School District and Nursery School shall agree upon), and services of the program shall be provided during 172 days, which shall be weekdays when schools of the School District are in session.
  
4. The Nursery School shall provide:
  - (a) Classroom space for 5 full days per week. Services for three mornings (2.5 hours per period). The morning sessions will have a minimum of six non-handicapped peers. Services for three afternoon sessions (2.5 hours per period). The afternoon sessions will have up to seven non-handicapped peers.
  - (b) One nursery school slot for three sessions for three half days per week.
  - (c) Space for two desks and phone hook-up for use by the ECSE staff members during nursery school hours.
  - (d) A fully certified and licensed nursery school teacher to team teach in the classroom three mornings per week for a total of nine hours in the morning and three afternoons per week for a total of nine hours in the afternoon.

In addition, the Nursery School teacher would be available for one-half to one hour each week at a mutually agreed upon time for planning and/or conferences.
  - (e) Janitor service for up to one hour each day to clean the classrooms used by the ECSE program.
  
5. The School District shall provide:
  - (a) One Early Childhood Special Education licensed teacher as specified by Wayzata School District.
  - (b) One classroom assistant per session as specified by Wayzata School District.
  - (c) Therapists as specified by the Early Childhood Special Education students' Individual Education Plans.

The above Wayzata School staff will follow the nursery school's policies on building use.

6. This Contract does not constitute a partnership or joint venture of the School District and the Nursery School; neither party shall be liable for any act or failure to act by the other party, and neither party is authorized to enter into any contract or agreement binding

upon the other party. The Nursery School shall be solely responsible for the services provided to non-handicapped students at the Nursery School and the Wayzata School District will be responsible for their students.

7. The School District shall pay the Nursery School the total sum of **\$49,446.00** for the space and services provided by the Nursery School under this Contract in monthly installments, prorated according to the days of space and services provided during the calendar month, upon written statements verified in accordance with Minnesota Statutes, Sections 471.38 and 471.391; such payment shall be made as promptly as possible and in any case within thirty (30) days after submission of a proper and duly verified statement.
8. In the case of any material violation of any representation or agreement contained in this Contract, the other party may terminate this Contract upon thirty (30) days' written notice specifying such default and requiring that it be cured within such thirty (30) day period. If the default is not fully cured within such thirty (30) day period, the Contract may be terminated, at the option of the party not in default.
9. This Contract may be amended or extended only by an agreement in writing duly authorized and signed by the School District and the Nursery School.
10. This Contract supersedes all prior oral or written proposals and communications related to this Contract. The School District and Nursery School each acknowledges that it has not been induced to enter into this Contract by any representations or statements, oral or written, not contained in this Contract.
11. The parties recognize that the education program that is the subject of this Contract is a trial program and that the success of such program will depend on the efforts of both parties to the Contract. Therefore, no warranties or promises are made by the Nursery School regarding the results of the program.

Neither party to this Contract is responsible for failure to fulfill its obligations under the Contract due to causes beyond its control, and neither party is liable for any special, incidental or consequential damages that may arise from any violation of the Contract.

12. Unless this Contract has been terminated pursuant to paragraph (8) of this Contract, neither party shall commence an action for damages against the other party for violation of any representation or covenant in this Contract unless it shall have mailed or delivered written notice of claim, specifying the claimed violation and the amount of damages, at least thirty (30) days prior to commencing the action for damages. No action for damages arising under this Contract shall be brought by either party more than two years after the cause of action has accrued.

INDEPENDENT SCHOOL DISTRICT 284

By \_\_\_\_\_

Its \_\_\_\_\_

WAYZATA COMMUNITY CHURCH NURSERY SCHOOL

By \_\_\_\_\_

Its \_\_\_\_\_

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

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

**ITEM:** G. Plymouth Presbyterian Church Lease

**COMMENTS BY:** Jim Westrum, Exec. Director of Finance and Business

Attached is a contract between the School District and the PLYMOUTH PRESBYTERIAN CHURCH to host child care services provided by the District's Community Education Home Base Bright Start. The cost of this contract for the 2014-2015 school year is a \$48,000 annual lease fee.

**RECOMMENDED ACTION:** Approve the Community Education Home Base Bright Start Child Care Services agreement between Independent School District 284 and the Plymouth Presbyterian Church for the 2014-2015 school year at a \$48,000 annual lease fee.

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

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

Abstentions: \_\_\_\_\_

CONTRACT FOR PARTNERSHIP OF PLYMOUTH PRESBYTERIAN CHURCH HOSTING  
CHILD CARE SERVICES PROVIDED BY  
COMMUNITY EDUCATION HOME BASE BRIGHT START

THIS CONTRACT entered into this 1<sup>st</sup> day of August, 2014 by and between INDEPENDENT SCHOOL DISTRICT 284, Wayzata, Minnesota, ("WPS") and PLYMOUTH PRESBYTERIAN CHURCH ("PPC").

WPS and PPC represent and agree as follows:

1. WPS represents to PPC that:
  - (a) The School District is authorized to provide child care and is contracting with and through collaborative efforts with PPC, under Minnesota Statutes, Section 245A.03, subject to Minnesota Department of Human Services Rules and subject to City of Plymouth requirements.
  - (b) The School District has determined that it is desirable to retain space in PPC to provide additional child care for Home Base Bright Start students ages four and five. Per Bright Start program, students are all age 4 by September 1, one year before start of kindergarten. A maximum of 40 students daily, with maximum group size of 20 in the PPC middle school & elementary rooms for most activities
  - (c) The Board of Education of the School District has duly authorized the execution and performance of this Contract.
2. PPC represents to the WPS that:
  - (a) PPC is and shall be during the term of this Contract located in Plymouth Presbyterian Church facilities at 3755 Dunkirk Lane N, Plymouth, MN 55446.
  - (b) PPC has and shall maintain during the term of this Contract insurance against bodily injuries and death arising from operations of PPC in the minimum amount of \$1,000,000 per occurrence and \$1,000,000 annual aggregate as the PPC insurance rider for pre-school program exposure. WPS program may need to sign use form(s) required by PPC insurance provider.
3. The Home Base Bright Start program at the PPC shall commence August 11, 2014 and conclude June 8, 2016 (or such earlier or later beginning and ending dates as WPS and PPC shall agree upon), and services of the program shall be provided M-F 6:30AM-6:15PM (all day program), following WPS school year calendar (late August through early June).

4. PPC shall provide:
- (a) Daily use of the art room
  - (b) Use of the narthex for assemblies, prep for outside activities and daily indoor motor space, etc. A mutually acceptable activity list will be developed for this area
  - (c) Use of classroom 2 for WPS staff lounge
  - (d) Use of current the counter's office for program use
  - (e) Use of kitchenette for WPS staff (PPC staff can also use)
  - (f) Use of coatroom for all outerwear and boots
  - (g) Use of kitchen for lunch preparation and sanitation only. No cooking, use of prepared lunches only. WPS will need to work with PPC regarding peanut allergy policies. WPS staff may use church microwaves or bring in a coffee maker for their individual use. All kitchens should be cleaned after use. Lunch will be held in the elementary room, which may require student shifts for eating.
  - (h) Use of all restrooms, with primary restrooms being the large restrooms in the south corridor, and use of any others only for necessary contingency.
  - (i) Use of play set & grounds on north side of church for outside activities
  - (j) Use of parking lot for staff parking and student drop-off & pick-up
  - (k) PPC will schedule daily janitorial service, including trash removal, after the final activity Sunday through Friday.
  - (l) PPC will arrange for appropriate snow removal, sanding/salting of sidewalks in parking lot and around the exterior of the building prior to program opening and during program hours\* as necessary.
  - (m) PPC to provide appropriate personnel to assist with all preparatory tasks before program can start including coordination of inspections, permits, infrastructure updates, etc.

Other groups will be allowed to use WPS occupied spaces, outside of WPS program hours. PPC will coordinate with WPS so they can take down their tables and chairs at day's end and Fridays. Other groups will set up & take down PPC tables/chairs, including PPC for Saturday/Sunday activities

Exclusions: No use of sanctuary, the fireside room, the bell storage room and all administrative areas of the church. These are strictly off-limits to WPS children and staff.

5. WPS shall provide:
  - (a) WPS to provide experienced & trained pre-school teachers, compliant to MN State Standards.
  - (b) WPS to provide a maximum 10:1 student/teacher ratio
  - (a) WPS may provide smart board, white boards, bulletin boards and other class materials and shall work with PPC regarding appropriate placement in the classrooms.
  - (d) The above WPS staff will follow PPC's policies on building use.
  - (e) WPS shall provide their own tables & chairs for students and rolling, lockable, storage cabinets for materials. PPC may provide additional room storage space.
  - (f) WPS shall provide lockable commercial refrigerator for their use, stored in elementary room.
  
6. Sharing the space:
  - (a) PPC & WPS agree to work together and be flexible regarding use of the areas identified above, subject to mutually agreed coordination.
  - (b) PPC & WPS each shall provide a person that will be the single point of contact (liaison) for planning how space will be shared and to address any conflicts as they arise during the relationship. Each contact person should be available at least remotely during the WPS hours. PPC office staff will be available only for urgent situation.
  - (c) For funerals and other large events, PPC will make every effort to provide a minimum of 3 days advance warning. WPS may be asked to plan alternate activities (such as a field trip) or limit their use of the

facility so PPC can have some of the shared areas. A mutually acceptable plan to keep children at PPC will be developed prior to the beginning of the program.

(d) WPS and PPC program liaisons shall work with PPC Building and Grounds Committee for any repairs/maintenance items during the program.

7. Security:

- (a) Students shall always be under supervision and supervised by WPS staff
- (b) All students/parents enter through church main doors. WPS staff member(s) shall be present at entrance for hand-off of students
- (c) Main doors shall be locked at 9AM. WPS to install a buzzer or intercom system for late drop-offs so WPS staff can process students.
- (d) WPS to unlock doors at 3PM. WPS staff member(s) will be present at entrance for hand-off of students
- (e) All PPC visitors/members will be asked to check in with the church office. If WPS has security concerns during the program day, WPS staff should contact the PPC liaison or check with the PPC office staff.

8. WPS shall pay PPC the total sum of \$48,000 annual lease fee in monthly installments over the 9 months of the school year. WPS to pay all increased costs in janitorial service and supplies due to a change from 3 days/week service to 7 days/week service, including 3 times a year carpet cleaning of the areas used by WPS. This also includes an estimated increase use of paper products and soap in the bathrooms. \$12,080 annual estimate. PPC will cover all utility & snow plowing costs\*

\*If midday snow plowing occurs due to more than 2" of snow fall prior to 2PM, WPS will incur any additional cost

WPS Prerequisites/responsibilities (items below to be paid and arranged by WPS under PPC supervision).

- (a) Dedicated phone line for program office
- (b) If necessary, cable or wireless internet access
- (c) Infrastructure upgrades required for program as a result of required inspections
- (d) City /state permits, inspection and all costs associated with required conditional use permit due to our current RSF-2 zoning. WPS's use of the PPC facility must be in compliance with city/state permits.
- (e) Certificate of insurance (including liability) for program
- (f) Cover cost of repair for any damages caused by WPS staff or student(s)

9. In the case of any material violation of any representation or agreement contained in this Contract, the other party may terminate this Contract upon thirty (30) days' written notice specifying such default

and requiring that it be cured within such thirty (30) day period. If the default is not fully cured within such thirty (30) day period, the Contract may be terminated, at the option of the party not in default.

10. A two-year commitment by PPC and WPS, possibly extending into a 3<sup>rd</sup> year. PPC & WPS shall review the agreement every January. The review process will include an opportunity for potential agreement modification by either party, including financial commitments to account for year over year increased costs. If agreement cannot be reached within prearranged time frame, either side can opt out after end of first or second year. WPS would need to know as of February 1 if PPC opted out for the following year.
  
11. Neither party to this Contract is responsible for failure to fulfill its obligations under the Contract due to causes beyond its control, and neither party is liable for any special, incidental or consequential damages that may arise from any violation of the Contract.
  
12. Unless this Contract has been terminated pursuant to paragraph (8) of this Contract, neither party shall commence an action for damages against the other party for violation of any representation or covenant in this Contract unless it shall have mailed or delivered written notice of claim, specifying the claimed violation and the amount of damages, at least thirty (30) days prior to commencing the action for damages. No action for damages arising under this Contract shall be brought by either party more than two years after the cause of action has accrued.

INDEPENDENT SCHOOL DISTRICT 284

By \_\_\_\_\_

Its \_\_\_\_\_

PLYMOUTH PRESBYTERIAN CHURCH

By \_\_\_\_\_

Its \_\_\_\_\_

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

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

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

**COMMENTS BY:** Linda Cohen, Board Chair

According to Minnesota Statutes Section 121A.11, enacted in 2004, “all public school students shall recite the Pledge of Allegiance to the flag of the United States of America one or more times each week.” As part of this requirement, a school district must instruct students in the proper etiquette toward, correct display of, and respect for the flag, and in patriotic exercises. A school board may waive the recitation and corresponding etiquette requirement by an annual vote.

Wayzata Public Schools also has a district policy that states:  
*The School Board recognizes the need to display an appropriate United States flag and to provide instruction to students in the proper etiquette, display, and respect of the flag. The purpose of this policy is to provide for recitation of the Pledge of Allegiance and instruction in school to help further that end. Students shall recite the Pledge of Allegiance one or more times a week. The recitation shall be conducted by each individual classroom teacher or teacher’s surrogate or over a school intercom system by principal or designee. Anyone who does not wish to participate in reciting the Pledge for any personal reasons may elect not to do so. Students and school personnel must respect another person’s right to make that choice. Students will be instructed in the proper etiquette toward, correct display of, and respect for the flag.*

The practice during the 2013-2014 school year was to have elementary students routinely recite the Pledge; generally daily or weekly. Middle school and high school students recited the Pledge weekly; generally on a Monday morning TV broadcast. School principals report that this practice has worked well and the administration is recommending the continuance of this protocol for the 2014-2015 school year. Generally, weekly recitation of the pledge will occur at the middle school and high school levels and daily or weekly recitation of the Pledge will occur in the elementary schools.

**RECOMMENDED ACTION:** The School Board supports recitation of the Pledge of Allegiance in the district schools and has a district policy calling for the recitation of the Pledge of Allegiance one or more times weekly in each school. Minnesota Statute 121A allows a school district to waive the statutory requirement mandating the recitation of the Pledge of Allegiance by majority vote. The Wayzata School District School Board has chosen to take a vote on waiving the statutory requirement. Waiving the statutory requirement has no impact on the School District's policy.

Motion by: \_\_\_\_\_ YES/NO Passed \_\_\_\_\_

Second by: \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions: \_\_\_\_\_

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

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

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

**COMMENTS BY:** Linda Cohen, Board Chair

The School Board annually approves District membership in various professional organizations. The Administration recommends that the Board approve memberships for the 2013-2014 School Year in the following organizations:

- Association of Metropolitan School Districts (AMSD)
- Minnesota School Boards Association (MSBA)
- National School Boards Association (NSBA)
- Wayzata Chamber of Commerce
- TwinWest Chamber of Commerce
- Business Education Partnership/TwinWest Chamber
- I-94 West Chamber of Commerce
- The Performance Excellence Network
- Center for Applied Research and Education Improvement (CAREI)

**RECOMMENDED ACTION:** Approve District membership in the recommended professional organizations for the 2014-2015 School Year.

Motion by: \_\_\_\_\_ YES/NO Passed \_\_\_\_\_

Second by: \_\_\_\_\_ Failed \_\_\_\_\_

Abstentions: \_\_\_\_\_

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

**AGENDA SECTION: 4. HUMAN RESOURCE RECOMMENDATIONS**

**ITEM: B. Wayzata Public Schools 2013-2014 Retirees**

**COMMENTS BY: Superintendent Chace B. Anderson**

Tonight we would like to recognize the following employees who announced their retirement in 2014. We would like to thank them for their years of service to Wayzata Public Schools and wish them well in their future endeavors.

<b><u>Name</u></b>	<b><u>Position</u></b>	<b><u>Years of Service</u></b>
Doug Johnson	Birchview 5 <sup>th</sup> Grade Teacher	44 Years
Jim Scheuer	District Sr. Accountant	22 Years
Bonnie Stone	Oakwood Achievement Intervention	26 Years

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

**AGENDA SECTION:** 5 First Reading of Board Policies

**ITEM:** A.1 Policies 301, 302, 303, 304, 305, 306, 307, 308, 309, 310

**COMMENTS BY:** Superintendent Chace B. Anderson

**Policy 301– School District Administration**

**Policy 302 – School Superintendent**

**Policy 303 – Superintendent Selection and Contract**

**Policy 305 – Superintendent’s Consulting Activities**

**Policy 306 – Policy Implementation**

**Policy 307 – Administrator Code of Ethics**

**Policy 308 – Administrative Organizational Plan**

**Policy 309 (now 902) – Stakeholder Engagement**

**Policy 310 – Administrative Personnel Professional Development Opportunities**

**RECOMMENDED ACTION:** Approve the polices for first reading as presented.

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

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

Abstentions: \_\_\_\_\_

## **301 SCHOOL DISTRICT ADMINISTRATION**

### **I. PURPOSE**

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

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

- 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  
**AMENDED:** July 14, 2014

## **302 SCHOOL SUPERINTENDENT**

### **I. PURPOSE**

The purpose of this policy is to specify the responsibility of the superintendent position within the school district.

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

- 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

**AMENDED:** July 14, 2014

### **Combine 303 and 304 into one new 303**

Policy 303: ~~Recruitment and Appointment of Superintendent~~  
Superintendent Selection and Contract

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

The School Board shall employ a Superintendent to serve as the chief executive officer of the ~~School Board~~ School District and to conduct the daily operations of the School District. The School Board will annually evaluate the superintendent's job performance in accordance with the job description.

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.

The School Board will consider professional preparation, experience, skill and demonstrated competence of qualified applicants in making a final decision.

A process for recruitment, screening, and interviewing of candidates shall be developed by the School Board.

The School Board may contract for assistance in the search for a Superintendent.

~~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.~~

The superintendent's contract will be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the superintendent. The School Board will observe all requirements of state and federal law and school district policy.

The specific duties for which the superintendent is accountable are set forth in his or her job description and are measured by a performance appraisal process approved by the School Board, in consultation with the superintendent. The School Board will use this process to periodically evaluate the performance of the superintendent. The process will include the joint development of annual goals by the superintendent and the School Board for review and approval by the School Board.

### **Combine 304 and 303 into one new 303**

Policy 304: ~~Superintendent Contract, Duties and Evaluation~~

~~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. 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.~~

~~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. 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.~~

### **303 SUPERINTENDENT SELECTION AND CONTRACT**

#### **I. PURPOSE**

The purpose of this policy defines the authority vested in the School Board to select and employ a superintendent of schools.

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

- A. The School Board shall employ a superintendent to serve as the chief executive officer of the district 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 superintendent's contract will be used to formalize the employment relationship and to specifically identify and clarify all conditions of employment with the superintendent. The School Board will observe all requirements of state and federal law and school district policy.
- G. The specific duties for which the superintendent is accountable are set forth in his or her job description and are measured by a performance appraisal process approved by the School Board, in consultation with the superintendent. The School Board will use this process to annually evaluate the performance of the superintendent. The process will include the joint development of annual goals by the superintendent and the School Board for review and approval by the School Board.

**ADOPTED:** November 11, 1985

**AMENDED:** May 9, 2005

**AMENDED:** July 14, 2014

**305 SUPERINTENDENT'S CONSULTING ACTIVITIES**

**I. PURPOSE**

The purpose of this policy specifies the ability of the superintendent to engage in outside business not directly related to his/her school district duties.

**II. GENERAL STATEMENT OF POLICY**

- A. 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.
- B. However, by agreement with the School Board, 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

**AMENDED:** July 14, 2014

## Policy 306: Policy Implementation

The purpose of this policy is to clarify the responsibility of the school administration for implementation of School Board policy.

~~It shall be the responsibility of the~~ The Superintendent is responsible to implement School Board policy and to recommend additions or modifications ~~thereto~~. Policy implementation includes dissemination and education regarding policy and changes to policy. ~~The administration is authorized to develop guidelines and directives to effectuate the implementation of~~ implement School Board policies. These guidelines and directives shall be consistent with said policies and constitute the regulations governing the District. These written regulations shall be presented to the School Board ~~for review~~ along with these associated policies during the ~~three~~ four-year review cycle.

In the development of regulations, the Superintendent will involve at the planning stage those who would be primarily affected by them. The Superintendent will weigh with care the counsel given by representatives of staff, student, and community organizations. ~~The Superintendent will inform the School Board of such counsel in presenting regulations to the School Board.~~

~~The School Board may also adopt regulations when the Superintendent recommends that such action is advisable.~~

**306 POLICY IMPLEMENTATION**

**I. PURPOSE**

The purpose of this policy is to clarify the responsibility of the school administration for implementation of School Board policy.

**II. GENERAL STATEMENT OF POLICY**

- A. The superintendent is responsible to implement School Board policy and to recommend additions or modifications. Policy implementation includes dissemination and education regarding policy and changes to policy.
- B. The administration is authorized to develop guidelines and directives to implement School Board policies. These guidelines and directives shall be consistent with said policies and constitute the regulations governing the district. These written regulations shall be presented to the School Board along with these associated policies during the four-year review cycle.
- C. In the development of regulations, the superintendent will involve at the planning stage those who would be primarily affected by them. The superintendent will weigh with care the counsel given by representatives of staff, student, and community organizations.

**ADOPTED:** April 14, 1986

**AMENDED:** May 9, 2005

**AMENDED:** July 14, 2014

## 307 ADMINISTRATOR CODE OF ETHICS

### I. PURPOSE

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.

### II. GENERAL STATEMENT OF POLICY

- 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. 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. 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  
**AMENDED:** July 14, 2014

**308 ADMINISTRATIVE ORGANIZATIONAL PLAN**

**I. PURPOSE**

This policy establishes the legal authority of the superintendent to establish the administrative organization within the district.

**II. GENERAL STATEMENT OF POLICY**

- A. 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. 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

**AMENDED:** July 14, 2014

## **Change to 902**

### **Policy 309: Shared Decision Making Stakeholder Engagement**

The School Board believes students, parents, District personnel, and the community at large are essential stakeholders in the education of ~~District 284's pupils~~ Wayzata Public Schools students. Because of this belief, the School Board encourages participation engagement of stakeholders in ~~shared~~ decision making. ~~The mission of District 284's Shared Decision Making program is to improve student achievement through shared, collaborative decision making, and local management of resources by those most accountable for outcomes. Shared decision making is the process by which decisions can be made through the collaborative effort of individuals representing multiple stakeholder groups. District 284's stakeholders are encouraged to energize the educational process through innovation, commitment, ownership, and accountability at each District site.~~

The Wayzata Public Schools are committed to the concept of delegation of appropriate authority to individual sites to manage their own site resources, and ~~take on decision making responsibilities within the parameters of the Shared Decision Making program. Each Site Coordination Team~~ Site leadership teams will have the authority to work collaboratively with stakeholders make and to implement decisions within Board approved parameters.

~~Minnesota Statutes place the responsibility for the operation of schools in the hands of local School Boards, and by its designation, the Superintendent of Schools as chief executive officer. The School Board shall retain this ultimate responsibility.~~

The School Board directs the Superintendent to incorporate stakeholder participation engagement in ~~shared~~ decision making through the ~~fostering of~~ collaborative efforts among of students, parents, District personnel, and community members. ~~Sites choosing to implement shared decision making within District 284 will be managed according to established parameters.~~

~~Site Coordination Teams shall submit site improvement plans to the School Board and Superintendent for agreement. Site improvement plans must meet statutory, contractual, policy and procedural criteria prior to final Board approval. Each site, upon the Board's approval, is granted the authority to operate its plan within the District framework.~~

## **902 STAKEHOLDER ENGAGEMENT**

### **I. PURPOSE**

This policy establishes the expectation of the administration, superintendent, and School Board to incorporate stakeholder engagement in decision-making processes, and to delegate authority to stakeholders where appropriate.

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

- A. The School Board believes students, parents, district personnel, and the community at large are essential stakeholders in the education of Wayzata Public Schools students.
- B. Wayzata Public Schools is committed to the concept of delegation of appropriate authority to individual sites to manage site resources. Site leadership teams will have the authority to work collaboratively with stakeholders to implement decisions within School Board approved parameters.
- C. The School Board directs the superintendent to incorporate stakeholder engagement in decision making through the collaborative efforts of students, parents, district personnel, and community members.

**ADOPTED:** April 14, 1997

**AMENDED:** May 9, 2005

**AMENDED:** July 14, 2014

**310 ADMINISTRATIVE PERSONNEL PROFESSIONAL DEVELOPMENT OPPORTUNITIES**

**I. PURPOSE**

This policy establishes the authority of the superintendent to approve professional growth activities for administrative personnel.

**II. GENERAL STATEMENT OF POLICY**

- A. The School Board recognizes the value of in-service professional growth activity for its administrators including attendance at seminars, conference and conventions.
- B. Authorization to participate in such professional activities will be provided by the superintendent. 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  
**AMENDED:** July 14, 2014

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

**AGENDA SECTION: 5. SUPERINTENDENT’S REPORTS AND RECOMMENDATIONS**

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

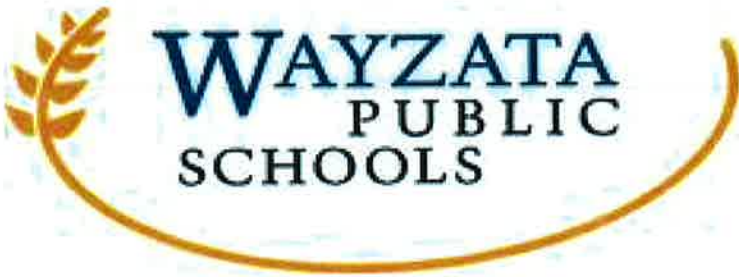
**COMMENTS BY: Jim Westrum, Exec. Director of Finance and Business Services**

**Monthly Financial Reports**

Enclosed for School Board review and information are the following financial reports:

- Student Activity Fund Report of May, 2014.
- Executive Summary of financial performance of revenue and expenditures as a percentage of budget through May, 2014. The summary includes an analysis of revenues and expenditures by fund, including key general fund categories.
- Investment Summary as of May, 2014.

No School Board action is required.



Analysis of financial reports for month ending May 31, 2014

**Statement of Revenues:** This report reflects revenue received by the month end noted above. Items noted are as follows:

The Board approved revisions to the budget that reflect the proceeds of the recent bond issues. The alternative facilities bond proceeds were deposited in the Alt Fac, Const and Tech Fund (previously titled Construction). The Debt Service Fund received proceeds from these issues for underwriters' discounts and capitalized interest. These costs that were reduced by the premium paid by the holders of the bonds will be returned to the taxpayers thru the levy process. A new fund titled Building Construction has been added and reflects the proceeds of the \$109,645,000 bond issue.

The Food Service and Community Service Funds continue to show the effects of the weather related school closures and reduced participation. The expenditures reflect a corresponding reduction.

All other funds are noting no significant exceptions when compared to prior years.

**Statement of Expenses:** This report reflects actual expenditures paid without taking in account any outstanding encumbrance balances. Items note are as follows:

General Fund salaries and benefits are following trends from prior years after the revised budgets were approved.

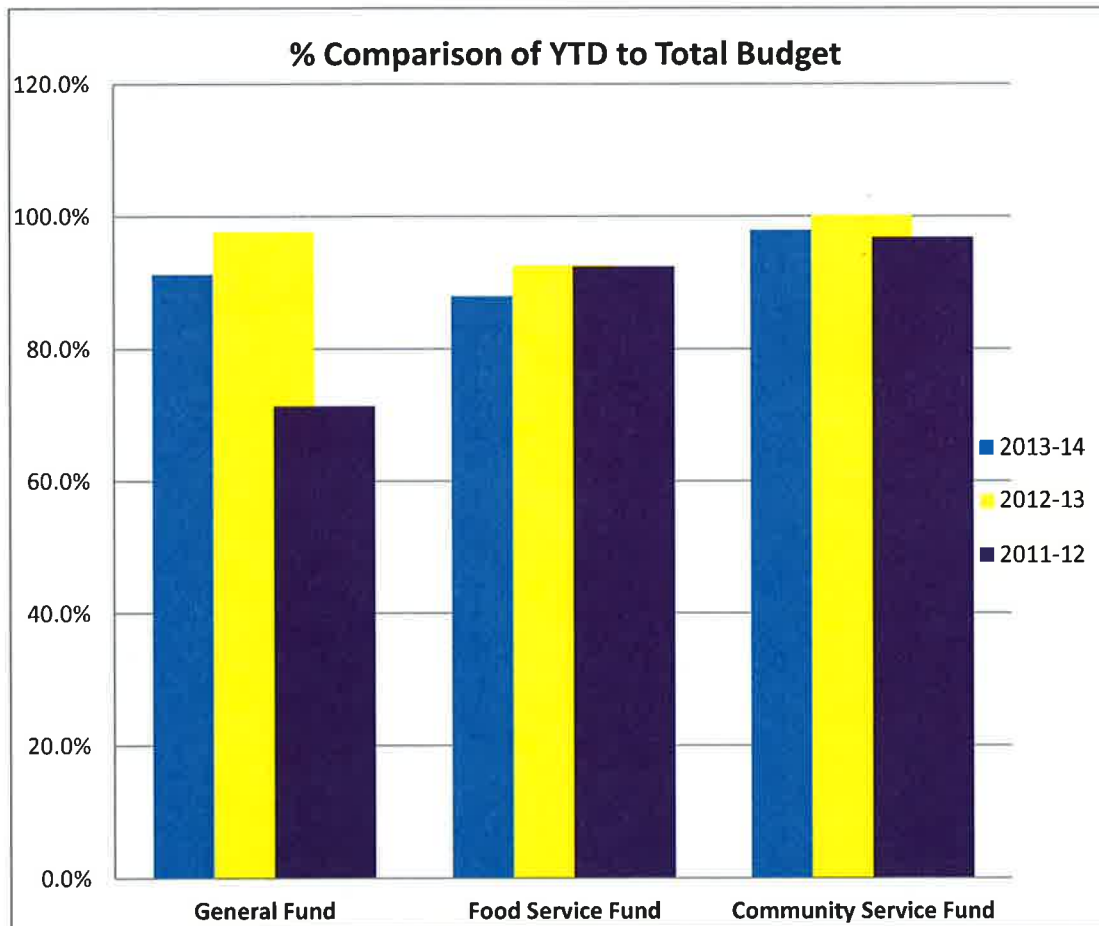
The proceeds of the alternative facilities bonds and building construction bonds have been recorded. A transfer of funds was made in June, 2014 to reimburse the capital expenditures in the general fund for the land purchase in July, 2013 and the elementary school secured entrances. Those items were designated to be spent using building construction funds and will be noted in the June board report. The building construction fund purchased the elementary school site. The timing and subsequent payment of construction projects can affect the budgeting process while attempting to match the budget year with expenditure being made. The building construction fund budget reflects the bond issuance costs. The Alt Fac. Const and Tech Fund expenditures are greatly dependent upon the alternative facilities construction schedules and variances from year to year are expected.

The Food Service Fund and the Community Services Fund are within budget if the weather related snow days are adjusted.

All other funds are noting no significant exceptions when compared to prior years.

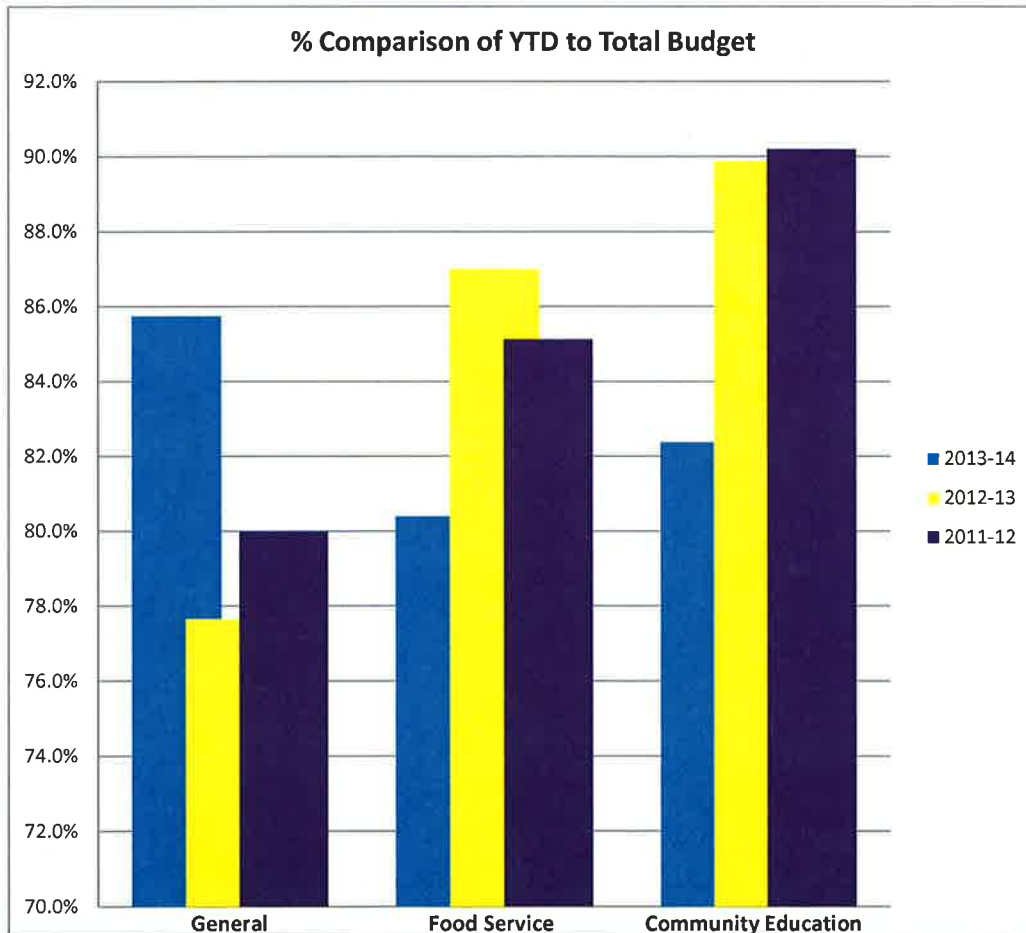
**STATEMENT OF REVENUES**  
**For the month ended May 31, 2014**

Fund	Year-		YTD as % of Budget		
	To-Date	Budget	2013-14	2012-13	2011-12
General Fund	\$ 109,919,848	\$ 118,921,446	92.4%	98.8%	72.8%
Transportation Fund	16,354	\$ 19,482	83.9%	0.0%	0.0%
Capital Expenditures Fund	696,140	\$ 696,140	100.0%	100.0%	100.0%
Federal Programs Fund	1,582,033	\$ 3,281,654	48.2%	40.4%	6.2%
<b>Total</b>	<b>\$ 112,214,375</b>	<b>\$ 122,918,722</b>	<b>91.3%</b>	<b>97.8%</b>	<b>71.4%</b>
Food Service Fund	4,651,954	5,288,266	88.0%	92.7%	92.4%
Community Service Fund	8,396,589	8,574,345	97.9%	100.2%	96.9%
Alt Fac, Const and Tech Fund	34,756,463	34,404,991	101.0%	0.1%	100.1%
Debt Service Fund	12,721,974	12,764,504	99.7%	99.5%	98.5%
OPEB Debt Service Fund	1,205,373	1,210,574	99.6%	99.4%	95.3%
Building Construction Fund	109,720,485.13	109,645,000	100.1%	0.0%	0.0%
<b>Total All Funds</b>	<b>\$ 283,667,212</b>	<b>\$ 294,806,402</b>	<b>96.2%</b>	<b>91.5%</b>	<b>75.6%</b>



**STATEMENT OF EXPENDITURES**  
For the month ended May 31, 2014

Fund	Year- To-Date	Budget	YTD as % of Budget		
			2013-14	2012-13	2011-12
General					
Salaries	\$ 56,093,351	\$ 71,107,362	78.9%	79.8%	78.9%
Benefits	19,314,715	21,095,754	91.6%	90.3%	91.9%
Purchased Services	14,328,029	18,440,329	77.7%	88.6%	78.0%
Supplies & Materials	2,815,011	5,621,309	50.1%	43.6%	44.2%
Capital Expenditures	8,735,853	2,770,627	315.3%	253.7%	86.4%
Other Expenses	7,493,958	7,812,211	95.9%	4.8%	92.8%
<b>Total General Fund</b>	<b>108,780,917</b>	<b>126,847,593</b>	<b>85.8%</b>	<b>77.7%</b>	<b>80.0%</b>
Food Service Fund	4,463,307	5,551,447	80.4%	87.0%	85.1%
Community Service Fund	7,271,295	8,826,210	82.4%	89.9%	90.2%
Alt Fac, Const and Tech Fund	11,112,030	16,131,372	68.9%	71.4%	86.6%
Debt Service Fund	9,818,288	9,821,088	100.0%	102.2%	99.9%
OPEB Debt Service Fund	1,150,538	1,150,963	100.0%	100.0%	99.2%
Building Construction Fund	8,243,154	385,000	2141.1%	0.0%	0.0%
<b>Total All Funds</b>	<b>\$ 150,839,528</b>	<b>\$ 168,713,673</b>	<b>89.4%</b>	<b>79.7%</b>	<b>83.5%</b>



**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : MISCELLANEOUS**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/13</b>	<b>FY'2013/14 Revenue</b>	<b>FY'2013/14 Expend</b>	<b>Balance as Of 05/31/14</b>
21	E/R	018	000	000	000	899/099	AD BUILDING	2,875.25	352.25	240.34	2,987.16
21	R	018	000	000	000	092	INTEREST/BANK CHARGES	852.29	0.00	0.00	852.29
<b>TOTAL MISCELLANEOUS</b>								<b>3,727.54</b>	<b>352.25</b>	<b>240.34</b>	<b>3,839.45</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : WAZATA HIGH SCHOOL**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of</b> <i>06/30/13</i>	<b>FY'2013/14</b> <b>Revenue</b>	<b>FY'2013/14</b> <b>Expend</b>	<b>Balance as Of</b> <i>05/31/14</i>
21	E/R	251	280	001	000	899/099	WAYZATA PLAYERS	21,699.58	47,043.67	31,512.45	37,230.80
21	E/R	251	280	003	000	899/099	YEARBOOK (WAYAKO)	1,799.03	143,525.36	144,257.90	1,066.49
21	E/R	251	280	005	000	899/099	CERAMICS	823.84	5,618.05	949.13	5,492.76
21	E/R	251	280	007	000	899/099	CHEERLEADERS	2,417.89	3,463.50	5,272.92	608.47
21	E/R	251	280	008	000	899/099	CHOIR	4,544.52	37,259.52	33,642.96	8,161.08
21	E/R	251	280	009	000	899/099	DANCE TEAM	9,457.86	54,602.59	42,738.40	21,322.05
21	E/R	251	280	016	000	899/099	ACTIVITY SUPPORT	43,965.42	28,622.24	25,159.62	47,428.04
21	E/R	251	280	017	000	899/099	DECA	7,088.27	36,190.73	36,166.32	7,112.68
21	E/R	251	280	019	000	899/099	FRENCH	-	1,504.35	447.75	1,056.60
21	E/R	251	280	020	000	899/099	GERMAN	2,864.15	7,743.12	1,460.89	9,146.38
21	E/R	251	280	021	000	899/099	LETTERMAN	55,887.00	34,331.51	26,621.11	63,597.40
21	E/R	251	280	022	000	899/099	FINE ARTS	1,275.84	9,825.02	8,729.70	2,371.16
21	E/R	251	280	024	000	899/099	BAND	7,623.87	76,983.57	67,695.94	16,911.50
21	E/R	251	280	026	000	899/099	NATIONAL HONOR	5,219.33	21,617.58	20,368.78	6,468.13
21	E/R	251	280	027	000	899/099	STUDENT SERVICES	157.41	2,625.00	2,688.00	94.41
21	E/R	251	280	028	000	899/099	ORCHESTRA	4,459.96	10,382.75	6,038.88	8,803.83
21	E/R	251	280	030	000	899/099	STUDENT COUNCIL	13,227.08	59,779.24	62,586.94	10,419.38
21	E/R	251	280	031	000	899/099	SPANISH (KEEP OPEN!)	996.26	3,907.94	819.64	4,084.56
21	E/R	251	280	038	000	899/099	SCHOLARSHIPS	1,537.00	0.00	0.00	1,537.00
21	E/R	251	280	039	000	899/099	THEATRE ARTS	1,286.82	6,368.55	3,288.80	4,366.57
21	E/R	251	280	040	000	899/099	BUSINESS PROFESS(BPA)	-	38,977.75	38,807.72	170.03
21	E/R	251	280	042	000	899/099	SKILLS USA	-	4,514.90	5,060.86	(545.96)
21	E/R	251	280	043	000	899/099	ART CLUB	462.74	0.00	462.74	-
21	E/R	251	280	044	000	899/099	LINK	6,021.94	60.00	8,820.84	(2,738.90)
21	E/R	251	280	047	000	899/099	SUPER MILEAGE TEAM	311.49	3,010.18	3,755.59	(433.92)
21	E/R	251	280	048	000	899/099	Y.E.S.	41.38	2,650.00	2,352.54	338.84
21	E/R	251	280	049	000	899/099	CREATIVE WRITING	2,337.57	0.00	0.00	2,337.57
21	E/R	251	280	050	000	899/099	TROJAN LOCK ROOM (DECA -	22,268.10	29,756.91	22,714.87	29,310.14
21	E/R	251	280	051	000	899/099	V21 - ACTIVITY SUPPORT	2,097.40	100.00	1,779.27	418.13
21	E/R	251	280	052	000	899/099	ROBOTICS TEAM	5,710.48	15,839.03	14,757.08	6,792.43
21	E/R	251	280	053	000	899/099	SHOW STOPPERS	1,998.77	10,781.00	7,576.96	5,202.81
21	E/R	251	280	055	000	899/099	CHINESE CLUB	922.02	2,272.53	1,295.57	1,898.98
21	E/R	251	280	056	000	899/099	LAKER'S BKST NOOK	2,686.94	12,556.25	6,955.58	8,287.61
21	E/R	251	280	057	000	899/099	WHS INTERNATIONAL FESTIV	919.13	485.00	1,158.83	245.30
21	E/R	251	280	058	000	899/099	FRESHMAN RETREAT	-	13,252.16	10,457.00	2,795.16
21	E/R	251	280	059	000	899/099	TRAP & SKEET (NEW)	285.25	15,265.16	10,358.00	5,192.41
21	E/R	251	280	060	000	899/099	JR STATESMAN (NEW)	550.00	530.24	1,334.04	(253.80)
21	E/R	251	280	061	000	899/099	QUIZ BOWL (NEW)	-	9,430.45	230.10	9,200.35
<b>TOTAL WAZATA HIGH SCHOOL</b>								<b>232,944.34</b>	<b>750,875.85</b>	<b>658,323.72</b>	<b>325,496.47</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : WAZATA HIGH SCHOOL ATHLETICS**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/13</b>	<b>FY'2013/14 Revenue</b>	<b>FY'2013/14 Expend</b>	<b>Balance as Of 05/31/14</b>
21	E/R	251	280	070	000	899/099	BASEBALL	(1,399.26)	7,911.00	2,857.34	3,654.40
21	E/R	251	280	071	000	899/099	BASKETBALL - BOYS	(2,585.77)	14,970.50	12,374.73	10.00
21	E/R	251	280	072	000	899/099	BASKETBALL - GIRLS	2,783.78	8,987.77	2,853.27	8,918.28
21	E/R	251	280	073	000	899/099	CROSS COUNTRY - BOYS	619.14	12,464.00	5,375.76	7,707.38
21	E/R	251	280	074	000	899/099	CROSS COUNTRY - GIRLS	3,865.81	6,644.00	1,965.11	8,544.70
21	E/R	251	280	075	000	899/099	FOOTBALL	25,294.27	37,196.00	12,495.48	49,994.79
21	E/R	251	280	076	000	899/099	GYMNASTICS	2,553.49	2,538.00	2,111.49	2,980.00
21	E/R	251	280	077	000	899/099	GOLF - BOYS	(1,745.86)	5,246.00	2,449.96	1,050.18
21	E/R	251	280	078	000	899/099	GOLF - GIRLS	377.99	3,105.00	1,177.00	2,305.99
21	E/R	251	280	079	000	899/099	HOCKEY - BOYS	2,493.57	26,746.74	17,768.02	11,472.29
21	E/R	251	280	080	000	899/099	HOCKEY - GIRLS	729.33	12,436.09	7,791.27	5,374.15
21	E/R	251	280	081	000	899/099	SKIING - ALPINE	6,563.97	12,752.00	11,656.56	7,659.41
21	E/R	251	280	082	000	899/099	SKIING - NORDIC	3,982.63	14,157.14	8,575.79	9,563.98
21	E/R	251	280	083	000	899/099	SOFTBALL	221.98	7,926.00	2,413.14	5,734.84
21	E/R	251	280	084	000	899/099	SWIMMING/DIVING - BOYS	3,606.49	5,475.00	4,472.35	4,609.14
21	E/R	251	280	085	000	899/099	SWIMMING/DIVING - GIRLS	10,308.47	15,948.80	13,960.73	12,296.54
21	E/R	251	280	086	000	899/099	SOCCER - BOYS	7,013.91	10,186.00	3,317.23	13,882.68
21	E/R	251	280	087	000	899/099	SOCCER - GIRLS	7,687.62	10,039.50	6,751.92	10,975.20
21	E/R	251	280	088	000	899/099	SYNCHRONIZED SWIMMING	5,829.44	11,586.60	7,646.00	9,770.04
21	E/R	251	280	089	000	899/099	TENNIS - BOYS	9,363.38	15,490.00	144.75	24,708.63
21	E/R	251	280	090	000	899/099	TENNIS - GIRLS	353.97	12,137.30	8,089.84	4,401.43
21	E/R	251	280	091	000	899/099	TRACK/FIELD - BOYS	2,354.30	2,172.00	195.81	4,330.49
21	E/R	251	280	092	000	899/099	TRACK/FIELD - GIRLS	(1,698.00)	2,761.00	0.00	1,063.00
21	E/R	251	280	093	000	899/099	VOLLEYBALL	1,448.47	13,003.34	6,525.29	7,926.52
21	E/R	251	280	094	000	899/099	WRESTLING	2,788.04	2,020.00	3,783.12	1,024.92
21	E/R	251	280	095	000	899/099	ADAPTIVE ATHLETICS	3,338.12	187.00	0.00	3,525.12
21	E/R	251	280	096	000	899/099	BOYS LACROSSE	12,781.37	8,745.00	7,294.83	14,231.54
21	E/R	251	280	097	000	899/099	GIRLS LACROSSE	1,838.00	4,091.00	483.00	5,446.00
<b>TOTAL HIGH SCHOOL ATHLETICS</b>								<b>110,768.65</b>	<b>286,922.78</b>	<b>154,529.79</b>	<b>243,161.64</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : CENTRAL MIDDLE SCHOOL**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/13</b>	<b>FY'2013/14 Revenue</b>	<b>FY'2013/14 Expend</b>	<b>Balance as Of 05/31/14</b>
21	E/R	253	280	152	000	899/099	MUSICAL	6,583.46	19,397.81	12,153.52	13,827.75
21	E/R	253	280	155	000	899/099	VALLEYFAIR	-	0.00	0.00	-
21	E/R	253	280	156	000	899/099	STUDENT COUNCIL	2,297.75	14,392.18	13,458.08	3,231.85
21	E/R	253	280	157	000	899/099	BAND	363.66	4,891.01	4,692.00	562.67
21	E/R	253	280	161	000	899/099	YEARBOOKS	5,643.18	8,675.00	9,650.89	4,667.29
21	E/R	253	280	165	000	899/099	STUDENT SERVICES	9,489.85	1,880.88	2,691.05	8,679.68
<b>TOTAL CENTRAL MIDDLE SCHOOL</b>								<b>24,377.90</b>	<b>49,236.88</b>	<b>42,645.54</b>	<b>30,969.24</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : WEST MIDDLE SCHOOL**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/13</b>	<b>FY'2013/14 Revenue</b>	<b>FY'2013/14 Expend</b>	<b>Balance as Of 05/31/14</b>
21	E/R	351	280	202	000	899/099	CHOIR - KEEP!	8.85	1,000.00	977.96	30.89
21	E/R	351	280	203	000	899/099	STUDENT SERVICES	3,585.51	7,741.88	4,752.46	6,574.93
21	E/R	351	280	209	000	899/099	STUDENT COUNCIL	983.98	3,194.54	4,020.94	157.58
21	E/R	351	280	212	000	899/099	YEARBOOK	1,278.84	1,295.99	(350.50)	2,925.33
21	E/R	351	280	213	000	899/099	THEATER	9,139.76	3,333.51	2,425.61	10,047.66
21	E/R	351	280	215	000	899/099	DAY ONE	136.00	205.00	341.00	-
<b>TOTAL WEST MIDDLE SCHOOL</b>								<b>15,132.94</b>	<b>16,770.92</b>	<b>12,167.47</b>	<b>19,736.39</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : EAST MIDDLE SCHOOL**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/13</b>	<b>FY'2013/14 Revenue</b>	<b>FY'2013/14 Expend</b>	<b>Balance as Of 05/31/14</b>
21	E/R	352	280	100	000	899/099	STUDENT SERVICES	11,777.37	42.00	100.63	11,718.74
21	E/R	352	280	104	000	899/099	BAND	1,547.21	1,580.00	1,459.14	1,668.07
21	E/R	352	280	105	000	899/099	STUDENT COUNCIL	9,167.41	6,510.86	3,165.14	12,513.13
21	E/R	352	280	107	000	899/099	VARIETY FUND	10,466.06	8,697.00	8,254.64	10,908.42
<b>TOTAL EAST MIDDLE SCHOOL</b>								<b>32,958.05</b>	<b>16,829.86</b>	<b>12,979.55</b>	<b>36,808.36</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : BIRCHVIEW**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/13</b>	<b>FY'2013/14 Revenue</b>	<b>FY'2013/14 Expend</b>	<b>Balance as Of 05/31/14</b>
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	26.95	416.25	1,147.77	(704.57)
21	E/R	404	280	254	000	899/099	STUDENT SERV - GR 2	548.55	840.75	0.00	1,389.30
21	E/R	404	280	255	000	899/099	STUDENT SERV - GR 3	100.05	1,031.00	574.60	556.45
21	E/R	404	280	256	000	899/099	STUDENT SERV - GR 4	(264.88)	454.75	0.00	189.87
21	E/R	404	280	257	000	899/099	STUDENT SERV - GR 5	(464.28)	1,395.00	249.43	681.29
21	E/R	404	280	259	000	899/099	STUDENT COUNCIL	2,010.56	0.00	75.50	1,935.06
21	E/R	404	280	260	000	899/099	STUDENT SERV - GENERAL	2,180.58	308.95	1,052.49	1,437.04
21	E/R	404	280	261	000	899/099	MEDIA	1,496.52	50.98	24.95	1,522.55
<b>TOTAL BIRCHVIEW</b>								<b>6,315.18</b>	<b>4,497.68</b>	<b>3,124.74</b>	<b>7,688.12</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : GREENWOOD**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/13</b>	<b>FY'2013/14 Revenue</b>	<b>FY'2013/14 Expend</b>	<b>Balance as Of 05/31/14</b>
21	E/R	406	280	307	000	899/099	KINDERGARTEN	1,348.94	835.00	531.64	1,652.30
21	E/R	406	280	311	000	899/099	MEDIA	265.93	157.42	327.97	95.38
21	E/R	406	280	312	000	899/099	STUDENT SERVICES	4,257.71	1,396.00	4,855.67	798.04
<b>TOTAL GREENWOOD</b>								<b>5,872.58</b>	<b>2,388.42</b>	<b>5,715.28</b>	<b>2,545.72</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : OAKWOOD**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/13</b>	<b>FY'2013/14 Revenue</b>	<b>FY'2013/14 Expend</b>	<b>Balance as Of 05/31/14</b>
21	E/R	407	280	469	000	899/099	STUDENT COUNCIL	211.63	1,374.27	644.79	941.11
21	E/R	407	280	474	000	899/099	STUDENT SERV - GENERAL	7,338.47	0.00	55.48	7,282.99
21	E/R	407	280	476	000	899/099	CHESS CLUB	587.72	340.00	251.80	675.92
<b>Total Oakwood Elementary</b>								<b>8,137.82</b>	<b>1,714.27</b>	<b>952.07</b>	<b>8,900.02</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : SUNSET HILL**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/13</b>	<b>FY'2013/14 Revenue</b>	<b>FY'2013/14 Expend</b>	<b>Balance as Of 05/31/14</b>
21	E/R	408	280	572	000	899/099	STUDENT SERVICES	9,969.17	23,716.62	21,037.39	12,648.40
21	E/R	408	280	574	000	899/099	PENCIL MACHINE/STORE	1,639.14	643.45	789.00	1,493.59
<b>TOTAL SUNSET HILL</b>								<b>11,608.31</b>	<b>24,360.07</b>	<b>21,826.39</b>	<b>14,141.99</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : PLYMOUTH CREEK**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/13</b>	<b>FY'2013/14 Revenue</b>	<b>FY'2013/14 Expend</b>	<b>Balance as Of 05/31/14</b>
21	E/R	410	280	533	000	899/099	STUDENT SERVICES	6,972.40	0.00	597.42	6,374.98
<b>TOTAL PLYMOUTH CREEK</b>								<b>6,972.40</b>	<b>-</b>	<b>597.42</b>	<b>6,374.98</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : GLEASON LAKE**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/13</b>	<b>FY'2013/14 Revenue</b>	<b>FY'2013/14 Expend</b>	<b>Balance as Of 05/31/14</b>
21	ER	411	280	352	000	899/099	STUDENT SERVICES	13,848.59	6,132.64	1,746.84	18,234.39
<b>TOTAL GLEASON LAKE</b>								<b>13,848.59</b>	<b>6,132.64</b>	<b>1,746.84</b>	<b>18,234.39</b>

**Wayzata Public Schools**  
**Student Activity Fund Summary**  
**May 2014**

**PROGRAM/LOCATION : KIMBERLY LANE**

<i>Fund</i>	<i>Type</i>	<i>Org</i>	<i>Prg</i>	<i>Crs</i>	<i>Fin</i>	<i>Obj/Src</i>	<i>Account Name</i>	<b>Balance as Of 06/30/13</b>	<b>FY'2013/14 Revenue</b>	<b>FY'2013/14 Expend</b>	<b>Balance as Of 05/31/14</b>
21	E/R	412	280	401	000	899/099	STUDENT COUNCIL	852.64	2,929.16	1,400.50	2,381.30
21	E/R	412	280	403	000	899/099	GJESTVANG	560.01	330.00	344.64	545.37
21	E/R	412	280	404	000	899/099	CARLSON	971.27	625.00	51.67	1,544.60
21	E/R	412	280	405	000	899/099	SPRAQUE	944.64	527.00	114.72	1,356.92
21	E/R	412	280	430	000	899/099	MEDIA	631.56	41.09	572.48	100.17
21	E/R	412	280	431	000	899/099	STUDENT SERVICES	27,001.73	10,206.76	2,368.02	34,840.47
<b>TOTAL KIMBERLY LANE</b>								<b>30,961.85</b>	<b>14,659.01</b>	<b>4,852.03</b>	<b>40,768.83</b>



**ISD 284**  
**INVESTMENT SUMMARY**  
**AS OF MAY 31, 2014**

<b>GENERAL FUND</b>								
<b>Investment Held At</b>	<b>Type Of Investment</b>	<b>Purchase Date</b>	<b>Maturity Date</b>	<b>Total Days Invested</b>	<b>Investment Cost</b>	<b>Maturity Amount</b>	<b>Interest Earned</b>	<b>Yield</b>
PMA/MN Trust	Money Market	N/A	NOW	N/A	N/A	\$12,781,975	N/A	0.04%
MSDLAF+	Money Market	N/A	NOW	N/A	N/A	\$1,034,159	N/A	0.02%
MSDMAX	Money Market	N/A	NOW	N/A	N/A	\$6,024,861	N/A	0.04%
Smith Barney	Money Market	N/A	NOW	N/A	N/A	\$3,505,952	N/A	0.03%
PMA/MN TRUST	Term Series	5/30/14	8/13/14	74	\$7,000,000	\$7,001,726	\$1,726	0.12%
<b>TOTAL GENERAL FUND</b>						<b>\$7,000,000</b>	<b>\$30,348,673</b>	<b>\$1,726</b>
<p>Note: Term Series investment held with PMA/MN Trust consists of investments in certificates of deposit, obligations of the U.S. Government, its agencies and instrumentalities, municipal obligations or any other instruments permitted under Minnesota law.</p>						\$82,519,791		
<b>FUND 06 (2014 ALT FACILITIES BONDS)</b>								
<b>Investment Held At</b>	<b>Type Of Investment</b>	<b>Purchase Date</b>	<b>Maturity Date</b>	<b>Total Days Invested</b>	<b>Investment Cost</b>	<b>Maturity Amount</b>	<b>Net Interest Earned</b>	<b>Yield</b>
MSDLAF+	Money Market	N/A	NOW	N/A	N/A	\$14,914,301	N/A	0.02%
MSDMAX	Money Market	N/A	NOW	N/A	N/A	\$0	N/A	0.04%
MSDLAF MANAGED	Fannie Mae Global Notes	5/22/14	7/2/15	406	\$1,681,370	\$1,684,316	\$2,946	0.16%
MSDLAF MANAGED	FNMA Notes	5/22/14	7/28/15	432	\$5,035,607	\$5,044,933	\$9,326	0.16%
MSDLAF MANAGED	FNMA Notes	5/22/14	8/26/16	827	\$5,513,255	\$5,577,885	\$64,630	0.52%
<b>TOTAL FUND 06</b>						<b>\$12,230,232</b>	<b>\$27,221,435</b>	<b>\$76,902</b>



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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

**AGENDA SECTION:** 5. Superintendent’s Reports and Recommendations

**ITEM:** D. Human Resource Services

**COMMENTS BY:** Annie Doughty, Sarah Johansen

**2) Approval of the Custodial Contract for 2014-2016**

The School Board Bargaining Team and the Wayzata Custodial Maintenance Union have reached agreement for the 2014-2016 contract. The Custodial Maintenance Union Membership voted on July 9, 2014 and ratified the contract. Attached is a copy of the language and the costing model.

Salary schedule improvement was 2.0% for 2014-15 and 1.3% for 2015-16.

The negotiation team members were:

Pat Olson, Chris Michaelson, Jordan Kern, Ron Rogers, Terry Noor, Jeff Stark, Mike Poke and Leif Grina for the Custodial Maintenance unit.

Jon Deutsch, Mike Johnson, Sarah Johansen and Annie Doughty represented the School Board.

We would like to express appreciation for the hard work and collaborative efforts put forth by the negotiation team members throughout the negotiation process. The entire process was one of respect, professionalism and collaboration.

**RECOMMENDED ACTION:** Approve the contract with the Custodial Maintenance employees for the period July 1, 2014 through June 30, 2016 as tentatively agreed upon by the bargaining teams.

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

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

Abstentions: \_\_\_\_\_



**ISD 284 Custodial Maintenance Employees – SEIU Local 284  
 And  
 Wayzata Public School District #284  
 2014-16 Tentative Agreement - as of June 27, 2014**

New Language underlined  
~~Deleted Language strike through~~  
 Dates will be updated as appropriate.

**Section 4.3 • Pay Procedures**

Hourly full-time employees will be paid semi-monthly, (2 times per month) Time sheets approved by their supervisor must be submitted to the Payroll Department according to established schedules. Part-time employees will be paid semi-monthly, (2 times per month) from hourly time ~~slips~~ sheets approved by their supervisor and submitted to the Payroll Department according to established schedules.

**Section 4.5 • Other License**

The Employer shall reimburse employees for the renewal of the following required licenses: Commercial Driver’s License (Class A with Air Brake Endorsement); ~~Pesticide Applicator’s License~~; Certified Pool Operator; Contractor’s License; Refrigeration License; Maintenance Electrician License; Unlicensed Maintenance Electrician.

**Section 4.10 • License Incentive Program**

~~2012 – 2013~~ **2014-15**

Chief C	\$ .35/hr
First Class	\$ .30/hr
Second Class	\$ .25/hr
Special Class	\$ .10/hr
CPO	\$ .25/hr
<del>Pesticide</del>	<del>\$ .25/hr</del>
CDL	\$ .35/hr
Trade School Diploma (Carpentry/HVAC)	\$ .35/hr
Refrigerant License	\$ .35/hr
Maintenance Electrician License	\$ .35/hr
Contractor’s License	\$ .35/hr
Unlicensed Maintenance Electrician (UME)	\$ .20/hr
<u>Forklift Operator’s License</u>	<u>\$ .20/hr</u>

Chief C	\$.35/hr
First Class	\$.30/hr
Second Class	\$.25/hr
Special Class	\$.10/hr
CPO	\$.25/hr
<del>Pesticide</del>	<del>\$.25/hr</del>
CDL	\$.35/hr
Trade School Diploma (Carpentry/HVAC)	\$.35/hr
Refrigerant License	\$.35/hr
Maintenance Electrician License	\$.35/hr
Contractor's License	\$.35/hr
Unlicensed Maintenance Electrician (UME)	\$.20/hr
<u>Forklift Operator's License</u>	<u>\$.20/hr</u>

These incentives are stackable to a maximum of three for positions with specific position requirements only. All full-time non-factored custodians are eligible for the Special Class boilers license incentive regardless of level of license held.

For the purpose of this section, the following positions are eligible to receive the following incentives: # Allowed

Grounds Foreman	CDL, <del>Pesticide</del> , <u>Boiler License</u> , UME	3
Grounds Technician/Arena	CDL, <del>Pesticide</del> , <u>Boiler License</u> , UME	3
WHS, CMS Head Custodian	Boiler License, UME	2
WHS, CMS Night Lead	Boiler License, UME	2
WHS, CMS Building Maintenance	Boiler License, UME	2
EMS, WMS Head Custodian	Boiler License, CPO, UME	3
EMS, WMS Night Lead	Boiler License, CPO, UME	3
EMS, WMS Building Maintenance	Boiler License, CPO, UME	3
Building Maintenance District	CDL, Boiler License, UME	3
Maintenance Technician/Tech 1 – District	Boiler License, UME, Refrig., MEL, Contractors, TSD	3
Elementary Head Custodian/Night Lead	Boiler License, UME	2
Truck Driver	CDL, Boiler License, UME, <u>Forklift Operator's License</u>	<del>1</del> 2
Custodian Full-Time	Boiler License-Special Class	1
WHS, CMS Day Custodian	Boiler License, UME	2
<u>Warehouse Technician</u>	<u>Boiler License, Forklift Operator's License</u>	<u>2</u>

### Section 5.3 • Overtime and Call Back Rates

All time over forty (40) hours per week shall be paid at the rate of one and one-half times the regular hourly rate. Effective as of July 1, 1986, the Employer may, at its option, grant an employee's request for compensatory time off in lieu of overtime pay, to the extent authorized by the Fair Labor Standards Act, as amended. The scheduling of any compensatory time off requested by an employee shall be subject to approval by the employee's supervisor. Overtime is incurred when an employee renders service at the specific direction of the Employer or its designee in excess of the employees regular forty (40) hour shift. Bereavement absence, family illness ~~illness~~ emergency leave absence, vacations and holiday absence shall be considered as time worked in calculating overtime.

Employees being called back shall be paid a minimum of two (2) hours. A list of the employees in each building will be maintained in order of district-wide seniority for the purpose of a system of rotation of opportunities for overtime within that building. Any employee who is offered an overtime opportunity, whether accepting the opportunity or not, will not be eligible for another opportunity until such employee's turn on the list comes up again.

Employees on call for snow removal, mechanical break-downs or alarms, would be paid two (2) hours of overtime for the weekend. The employee can either get the specified two (2) hours of overtime or the overtime they actually worked, not

both. This would apply only to employees that are designated to be on call for weekends and holidays as specified by the Employer

## **Section 5.5 • Snow Days and Emergency Closing**

On snow days or emergency closings, all custodians are expected to report to work; however, the determination of whether ~~to report to work~~ the commute to work is practical, reasonable, or safe ~~to report to work~~ is left to the judgment of the individual employee. Employees are expected to report for work for all or part of their regular shift as soon as their commute is safe, ~~they deem possible~~. Reporting for work on a snow day or emergency closing is done on an honor system. ~~Employees are expected to report for work for all or part of their regular shift as they deem possible.~~ No sick leave, personal day, vacation day, or no hourly deduct will be charged against an employee for failure to report on such a day.

## **Section 6.2 • Holidays**

During the ~~2012-2013~~ 2014-15 and ~~2013-2014~~ 2015-16 contract years there shall be eleven (11) holidays for twelve-month employees. Ten (10) holidays will be set by the Employer each year, and will be consistent with the district's annual school calendar. If the calendar is modified, the Employer will meet with the bargaining unit stewards to communicate the decision and will attempt to accommodate employee's prior commitments.

Floating Holidays shall be determined per individual employee request, where such request(s) do not create a hardship for the Employer. Floating Holidays may not be used until the probationary employee has worked six continuous months. Floating Holidays must be used in 8-hour increments. A maximum of one (1) Floating Holiday may be carried over to the next fiscal year.

Part-time school year employees shall receive five (5) paid holidays if they work at least three (3) hours per day/5 days per week, and shall receive seven (7) paid holidays if they work at least six (6) hours per day. These holidays will be determined by the employee, chosen from the list of Employer designated holidays.

In order to be eligible for holiday pay, an employee must work the last regular work day immediately before the holiday and the first regular work day immediately following the holiday, unless the employee's absence qualified for leave with pay. If the leave is due to sickness or illness, the Employer requires substantiation of illness from a physician.

All work performed on a school district holiday will be paid at a two times the employee's regular rate of pay unless an employee's regular work schedule calls for work on such holidays. Scheduled work (e.g. boiler checks) will not be performed on a school district holiday unless it is an emergency as deemed by the Employer.

## **Section 7.5 • Dental Insurance**

Effective July 1, 201~~2~~ 4, the Employer will contribute up to \$44.09 per month toward the premium for each eligible employee. Effective July 1, 201~~3~~ 5, the Employer will contribute up to \$46.30 per month toward the premium for each eligible employee. Participation in the Dental Insurance Program will be voluntary. Each employee enrolled under the plan shall contribute through payroll deduction any excess of the monthly premium over the maximum monthly Employer contribution.

## **Section 8.1 • Sick Leave**

In conjunction with the income protection insurance provided above, the Employer has established the following provisions for paid sick leave in order to minimize an employee's loss of income because of unavoidable absence due to illness or injury. Paid sick leave is not available during the term of any leave of absence without pay.

Paid sick leave is provided for eight (8) hour employees at the rate of one (1) day of eight (8) hours per month of employment. Employees working four (4) to seven (7) hours earn days of sick leave of four (4) to seven (7) hours, in proportion to their scheduled work day. Unused portions of such sick leave may be accumulated up to a total of one hundred twenty (120) days. If required by applicable Minnesota statutes, accrued sick leave (up to 160 hours within a 12-month period) may also be taken due to the illness or injury of an adult child, spouse, sibling, parent, grand-child, mother-in-law, father-in-law, step-parent, grandparent or step-grandparent. District leave forms must be submitted to Human Resources prior to the leave.

The Employer reserves the right to require substantiation of illness after an employee misses three consecutive days or after an employee exceeds eight (8) occurrences in a school year or if an individual has established trends or patterns which may indicate abuse of sick leave.

After an employee has accumulated one hundred twenty (120) days of sick leave, such employee shall be granted one (1) day of vacation time for each two (2) days of sick leave accumulated beyond one hundred twenty (120) days. There shall be no vacation allowance for less than two (2) days segments of accumulated sick leave. The accumulation of sick leave trade-in shall be computed annually at the end of each traditional fiscal year on July 1. The employee shall have the option at that time to either select: Option A - Vacation to be taken during the vacation period following the accumulation of excess days. The employee is eligible to use the trade-in days during the following fiscal year subject to the provisions of Article VI, Section 6.1 Vacations. Option B: Vacation to be placed into a "Severance Bank" to be used only as vacation days at the time of retirement. Vacation days cannot be removed from the "Severance Bank" until the time of retirement. The 2:1 ratio occurs when the days are placed into the "Severance Bank". Option C: The employee may request a cash payment for the sick leave trade-in days (2:1, up to six (6) days annually) to be paid on the first scheduled pay period following July 1<sup>st</sup> of each year.

If, when an employee exercises Option A, Option B or Option C, there is a sick leave day segment that is too small to be traded-in for vacation (i.e. one hundred twenty one [121] days of accumulated sick leave), the employee shall be allowed to carry over the remaining segment into the next fiscal year.

## **Section 8.4 • Personal Leave**

Each full-time custodian is eligible for two (2) days of leave during a fiscal year for necessary absence required for the transaction of personal business which cannot be completed outside the normal work day. If a new employee begins work prior to January 1, they will receive two (2) personal days; if work begins between January 1 and March 31, they will receive one (1) personal day; and if work begins between April 1 and June 30, the employee will not receive any personal leave days. This leave is cumulative up to four (4) days and will not be deducted from sick leave credits. Requests for such leave must be submitted to the Supervisor of Buildings and Grounds in writing at least three (3) work days in advance, except for emergency situations, and must be approved by the Supervisor of Buildings and Grounds. Personal leave must be taken in 30-minute increments. No more than ten percent (10%) of the members in the appropriate unit will be granted personal leave at the same time.

In unusual circumstance, the Supervisor of Buildings and Grounds may elect to exceed the limitations on the number of custodians on personal leave on any given day.

~~Each new full-time employee shall earn and may use up to one (1) personal day during their first six months of employment and shall earn and may use the additional day in their second six months of employment.~~

**Section 9.3 • Layoffs/Elimination**

On layoffs and/or elimination(s) among positions within all classifications shall be made on the basis of seniority. The last person hired within a classification shall be the first person laid off; provided, however, that employees retained have the qualifications and ability to perform the work available. The employee within the affected classification who is laid off may bump an employee in the same classification on the same shift, with less seniority, or an employee in a lower classification on the same shift with least seniority or the least senior person on either shift provided the laid off employee has greater seniority than the employee being bumped. Written notice shall be given to the Human Resource Services Office within five (5) days from notice of layoff. For the purpose of this section the classification and position sequence are as follows:

Maintenance Grounds Foreman
WHS Head Custodian Maintenance Technicians - District
CMS Head Custodian Maintenance Technicians – Building Warehouse Technicians
EMS & WMS Head Custodians
Elementary Head Custodians
WHS Night Lead Custodian CMS Night Lead Custodian Building Maintenance Grounds Technicians Ice Arena/Grounds Technicians
Truck Driver WHS Night Maintenance
EMS & WMS Night Lead Custodian WHS & CMS Day Custodian Elementary Night Lead
Evening or Night Custodian
Part-time Custodian

**Section 9.4 • Recall**

Full-time employees on layoff shall be recalled in order of seniority, as positions become available, to full-time and part-time positions for which they have the qualifications and ability to perform the work. Part-time employees on layoff shall be recalled after full-time employees, in order of seniority, to part-time positions for which they have the qualifications and ability to perform the work. An employee shall be entitled to recall only for a period equal to such employee’s length of active service with the Employer or ~~one (1) year~~ **eighteen (18) months** from the date of layoff, whichever is less.

**Section 9.5 • Posting Positions**

There shall be posting of all jobs open at all schools for a period of five (5) **work** days. ~~Job postings shall not be on a Monday or the day immediately following a school holiday.~~ Such posting shall list **only** custodial positions and shall indicate the job location and the work hours and days normally scheduled for the job. The postings shall be distributed to Head Custodians, the Maintenance and Grounds Foreman, and the Steward(s) designated by the union, who shall have the obligation to post positions in a place they have designated for their buildings. **Unit members who are awarded a position will be notified within fifteen (15) work days after closing date of the posting.**

## **Section 9.6 • Appointment of Regular Custodians**

Every employee shall be given the opportunity of ~~selecting the better~~ **applying for any open or vacant** position. ~~provided the employee is fully qualified for that position.~~ **In making a determination whether to appoint an employee to a vacant or new position, the District will consider the employee's job performance, qualifications and seniority.** There shall be no bumping from one position to another **except as provided in Section 9.3 Layoffs/Eliminations.** For the purpose of Article IX full-time employees shall be given preference over part-time employees.

## **Section 9.7 • Appointment of Factored Positions**

Designated factored positions shall be appointed by the Employer. The leading candidates whose background, abilities, qualifications and seniority best meet the requirements of the position will be interviewed by the administration. The first round of interviews for factored positions shall be internal candidates only.

The position shall be awarded to the candidate whose background, abilities, qualifications and seniority best meet the requirements of the position. If the Employer has determined that two (2) or more applicants are equally qualified, the senior employee shall be awarded the position.

Candidates for Factored positions must hold or must be able to obtain within three (3) years the appropriate boiler license to be considered for appointment.

If a candidate is offered a factored position, but does not hold the appropriate license at the time of appointment, they must submit proof of progression by June 1 of each year to the Assistant Director of Buildings and Grounds and the Union Steward.

Any applicant not granted such a position has the right to request, ~~through the union steward(s),~~ the reasons for such a decision. The intent of this action is to increase or correct any qualifications that are lacking in order to be considered for future factored positions

## **Section 9.8 • Appointment Notification**

When the employer has appointed a Regular Custodian, Head Custodian, Technicians, or any other Custodial or Maintenance employee, the employer shall notify the bargaining unit of the appointment. The notification shall be distributed to Head Custodians, the ~~Maintenance and~~ Grounds Foremen, and the Steward(s) designated by the union, who shall have the obligation to post positions in a place they have designated for their buildings.

Factored Employees: When the Employer has appointed a factored employee, the Employer shall notify the appointee either in person or by a phone call. The appointee shall use discretion until all other applicants have been notified.

Upon acceptance by the appointee, the Employer shall immediately attempt to notify all other applicants using the phone number the applicant has provided at the interview. A written confirmation letter will be sent.

# **Article XII**

## **Grievances and Arbitration**

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### **Section 12.1 • Grievance Definition**

A "grievance" is any dispute or disagreement as to the interpretation or application of any terms of the Contract.

### **Section 12.2 • First Step**

Any employee with a grievance shall take the matter up with the Supervisor of Buildings and Grounds within ten (10) calendar days after the alleged original occurrence of the grievance. If the parties fail to agree within ten (10) calendar days, the employee may appeal the grievance to the Second Step.

### **Section 12.3 • Second Step**

Any employee who is not satisfied with the disposition of his or her grievance at the First Step shall, with the assistance of the employee's Union Steward, file a written statement of his or her grievance with the Supervisor of Buildings and Grounds within ~~ten (10)~~ fifteen (15) calendar days after the alleged original occurrence of the grievance. The written statement must be dated and signed by the employee and shall set forth the facts and state the provisions of this Agreement alleged to have been violated. If the parties fail to agree or the matter has not been satisfactorily adjusted within five (5) calendar days after the grievance has reached the Second Step, the employee may appeal the grievance to the Third Step.

### **Section 12.4 • Third Step**

An employee who is not satisfied with the disposition of his or her grievance at the Second Step shall file a copy of the written statement of his or her grievance with the Superintendent or designee within ten (10) calendar days after the Second Step written grievance response ~~has reached the Second Step~~. If the parties fail to agree or the matter has not been satisfactorily adjusted within five (5) calendar days after the grievance has reached the Third Step, the employee may appeal the grievance to the Fourth Step.

### **Section 12.5 • Fourth Step**

Within ten (10) calendar days after the Third Step written grievance response ~~has reached the Third Step~~, an employee who is not satisfied with the disposition of his or her grievance at the Third Step shall file with the Superintendent a written request for a meeting with the Board of Education regarding the grievance. At its next meeting, the Board of Education shall set a time for a meeting of the aggrieved employee and his or her exclusive representative with the Board, or with a committee or representative of the Board. Said grievance will be heard within one (1) hour of the set time. If the grievance is not satisfactorily resolved as a result of such meeting, it shall be referred to arbitration within fifteen (15) days of such meeting.

### **Section 12.6 • Submission to Arbitration**

The Union may submit to arbitration any grievance which has been properly processed through the Fourth Step of the formal grievance procedure. The Union must file with the Superintendent a written notice of intention to arbitrate not more than fifteen (15) days after the meeting with the Board at the Fourth Step. The parties shall first attempt to agree upon one (1) arbitrator. If agreement is not reached within three (3) days, either party may petition the Public Employment Relations Board for assistance under the Public Employment Labor Relations Act of 1971, as amended. The party submitting a petition for arbitration shall furnish a copy of the petition to the other party. The parties shall share equally the costs and fees of the one (1) arbitrator.

### **Section 12.7 • Jurisdiction and Authority of Arbitrator**

The arbitrator shall have jurisdiction only over those grievances which have been properly submitted to arbitration in accordance with the terms of this Agreement. The arbitrator shall have no power to add to or subtract from or change, modify, or amend in any way the terms and conditions of employment set forth in this Agreement; nor shall the arbitrator have any power to hear or determine any dispute involving matters of inherent managerial policy. The

decision of the arbitrator shall be subject to all limitations of arbitration decisions set forth in the Public Employment Labor Relations Act of 1971, as amended.

**Section 12.8 • Representation**

Any employee, supervisor, or Board of Education may be represented at any stage of the formal grievance procedure by any person or agent designated by such party to act in their behalf.

**Section 12.9 • Time Limitation**

Since it is important that grievances be processed as rapidly as possible, the time limitations specified herein shall be considered as a maximum and every effort will be made to expedite the process. Such time limitations may be extended only by mutual consent. Failure of an employee or the Union to comply with the limitations specified shall constitute a waiver of the grievance. Failure of a supervisor or the Board of Education to act within the time limitations specified shall constitute a denial of the grievance and shall permit the employee or the Union to proceed to the next stage.

**Renew the Following MOU's for 2014-16:**

1. Labor/Management Committee
2. Posting/Interview Process
3. Progressive Discipline

<b>WAGES:</b>	<b>2014-15: 2.0%</b>
	<b>2015-16: 1.3%</b>

INDEPENDENT SCHOOL DISTRICT NO 284										
WAYZATA, MINNESOTA										
CUSTODIAL BARGAINING UNIT CONTRACT COSTING MODEL										
UPDATED:										
FINAL-June 27, 2014										
					Pct Increase	14-15	15-16			
					\$ Increase	2.00%	1.30%			
					\$	-	\$	-		
COST SUMMARY SECTION:										
	BASE YEAR	YEAR 1			YEAR 2			2 YEAR	2 YEAR	
	2013-14	2014-15	\$ CHG	% CHG	2015-16	\$ CHG	% CHG	\$ CHG	% CHG	
FTE Equivalent	<b>1.000</b>	<b>1.000</b>			<b>1.000</b>					
Total Wage Cost	\$3,412,804	\$3,510,011	\$97,207	2.85%	\$3,603,083	\$93,072	2.65%	\$190,279	5.58%	
Total Benefit Cost	\$1,164,130	\$1,234,349	\$70,219	6.03%	\$1,283,205	\$48,856	3.96%	\$119,075	10.23%	
Total Cost	\$4,576,934	\$4,744,360	\$167,426	3.66%	\$4,886,288	\$141,928	2.99%	\$309,354	6.76%	
Avg Wage Cost	\$3,412,804	\$3,510,011	\$97,207	2.85%	\$3,603,083	\$93,072	2.65%	\$190,279	5.58%	
Avg Ben Cost	\$1,164,130	\$1,234,349	\$70,219	6.03%	\$1,283,205	\$48,856	3.96%	\$119,075	10.23%	
Avg Total Cost	\$4,576,934	\$4,744,360	\$167,426	3.66%	\$4,886,288	\$141,928	2.99%	\$309,354	6.76%	
Recap of Benefits:										
FICA, Medicare - .0765	261,080	268,516	7,436	2.85%	275,636	7,120	2.65%	\$14,556	5.58%	
PERA	247,428	254,476	7,048	2.85%	261,224	6,748	2.65%	\$13,796	5.58%	
Life - .00096	3,276	3,370	94	2.87%	3,459	89	2.64%	\$183	5.59%	
LTD - .0030	10,238	10,530	292	2.85%	10,809	279	2.65%	\$571	5.58%	
TSA	41,120	45,494	4,374	10.64%	48,553	3,059	6.72%	\$7,433	18.08%	
Medical	566,383	617,358	50,975	9.00%	648,228	30,870	5.00%	\$81,845	14.45%	
Dental	34,605	34,605	0	0.00%	35,296	691	2.00%	\$691	2.00%	
Total	1,164,130	1,234,349	70,219	6.03%	1,283,205	48,856	3.96%	\$119,075	10.23%	

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

**AGENDA SECTION:** 7. Other Board Action

**ITEM:** A. Approval of Designated Bulletin Board

**COMMENTS BY:** Linda Cohen, Board Chair

While it is generally accepted that the School Board’s “Official Bulletin Board” is located at the District Administration Building, it is recommended that the Board take action on this designation annually as a reminder to the public. We will continue our practice of posting School Board agendas on the district administration building’s bulletin board during the 2014 – 2015 School Year. If anyone wishes to receive a copy of an agenda they may contact the administrative assistant and a copy will be provided for the requested meetings.

**RECOMMENDED ACTION:** Approve the recommendation as presented to designate the official bulletin board for legal postings.

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

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

Abstentions: \_\_\_\_\_

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

**AGENDA SECTION:** 7. Other Board Action

**ITEM:** B. Approval of Designated Radio Station

**COMMENTS BY:** Linda Cohen, Board Chair

It has been a long-standing practice of the District to use WCCO-AM Radio Station for making emergency announcements such as closings, delayed openings, or dismissing schools early. It is recommended that the Board annually designate the station the District will use for such announcements and that we continue with WCCO-AM for the 2014-2015 School Year.

**RECOMMENDED ACTION:** Approve the recommendation as presented to designate the official radio station for announcements.

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

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

Abstentions: \_\_\_\_\_

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

**AGENDA SECTION:** 7. Other Board Action

**ITEM:** C. Approval of Designated Newspaper

**COMMENTS BY:** Linda Cohen, Board Chair

The administration recommends that the School Board again designate the PLYMOUTH SUN-SAILOR as the District's official newspaper for the 2014-2015 School Year. The District publishes in the official newspaper all legal notices, such as School Board minutes, bid solicitations, election notices, etc.

**RECOMMENDED ACTION:** Designate the PLYMOUTH SUN-SAILOR as the official newspaper for Wayzata Public Schools during the 2014-2015 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 – July 14, 2014

**AGENDA SECTION:** 8. Audience Opportunity to Address the Board

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

**COMMENTS BY:** Linda Cohen, Board Chair

This section of the agenda provides an opportunity for members of the audience to address the School Board. Speakers will be allotted two minutes.

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

**AGENDA SECTION:** 9. Board Reports

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

**COMMENTS BY:** Linda Cohen, Board Chair

This section of the agenda provides an opportunity for Board members to update school board members on school board-related work or to make announcements of interest to the public.

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

**BOARD OF EDUCATION**  
Regular Meeting – July 14, 2014

**AGENDA SECTION:** 10. Adjourn

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

**COMMENTS BY:** Linda Cohen, Board Chair

This agenda item brings closure to the school board meeting.

**RECOMMENDED ACTION:** Call the meeting to a close.

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

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

Abstentions: \_\_\_\_\_