

INDEPENDENT SCHOOL DISTRICT #832
REGULAR MEETING – BOARD OF EDUCATION
Thursday, January 7, 2010 - 7:00 PM
Mahtomedi District Education Center - Community Room

The Mission of the Mahtomedi School District No. 832, as a multi-community public school system, is to provide individually challenging, lifelong learning experiences for all people, leading to productive and self-fulfilling roles in a global society, accomplished through partnerships with students, families, staff and communities all committed to excellence.

- AGENDA -

1. CALL TO ORDER BY TEMPORARY CHAIRPERSON
2. ROLL CALL OF ATTENDANCE
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 - B. Election of Clerk
 - C. Election of Treasurer
 - D. Salaries of Board Members and Officers (Review of Policy 202.1-School Board Compensation) 14
 - E. Consideration of Board Member Appointments for 2010 16
6. PRESENTATIONS/RECOGNITION
 - A. Mahtomedi High School - Master Scheduling and Registration 19
Presenter: MHS Guidance Department
7. PUBLIC COMMENT
Visitors attending the meeting who wish to address the school board on any issue that is on the agenda may do so at this time. Please refer to the last page for the procedure that has been established for public comments.
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 - A. Nicholas Donovan, Student Representative
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- I. Authorization to Approve and Pay Vendors before School Board Meetings and Use Wire Transfers
 - J. Gifts/Grants Totaling \$33,249
 - 1. Approval of Grant from 3M Foundation to Mahtomedi Engineering Leadership Program - \$25,000
 - 2. Approval of Donation from SMART Technologies, Inc. to Wildwood Elementary School - SMART Table (\$7,999)
 - 3. Approval of Donation from American Legion Post #507 to Mahtomedi High School Choir- \$250
 - K. Personnel
 - 1. Approval of Contracts and Work Agreements
 - a. Laure Warner - Paraprofessional - O. H. Anderson Elementary School (1/4/10)
 - L. Approval of Resolution Designating and Establishing Combined Polling Place for Special Election
- 85

PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS REGULAR SCHOOL BOARD MEETING

Thank you for coming. The School Board of Independent School District #832 hopes you will find the meeting informative. By attending, you will better understand how your school district operates. The School Board meeting is a meeting "in public," and not a public meeting. In order to conduct its work in a professional and business-like manner, the school board has established the following rules for conducting the meeting:

- Comments and questions on issues are welcome at the scheduled time on the agenda. The school board is prohibited by law from discussing concerns about individual employees or students in a public meeting. Please forward comments or issues regarding individual employees or students to the superintendent at mark.wolak@mahtomedi.k12.mn.us or 651-407-2001.
- If you would like to speak to the school board, you will be recognized during Public Comment. The public may comment on any item on the agenda. The school board generally does not take action on any issue that is not on the agenda. Concerns or questions are forwarded to the superintendent for review and recommended action before consideration by the school board. Unless requested by a school board member, items on the consent agenda are not discussed by the school board at the meeting.
- The chairperson will ask citizens in attendance to sign in if they wish to address the school board. If you are late and wish to speak, please give your name, address, and agenda number to the clerk when you arrive.
- Individuals will be recognized in the order received. Since we are videotaping tonight's meeting for delayed broadcast, individuals who wish to address the school board or ask questions need to go to the microphone. Please state your name and address after being recognized and limit your comments to three minutes (approximately 450 written words). Everyone wishing to comment will be recognized and heard before anyone speaks twice.



ADDENDUM TO AGENDA
BOARD OF EDUCATION
January 7, 2010

5. ORGANIZATIONAL MATTERS – This meeting is the annual organizational meeting for the school board.

Current School Board Chair Steve Wolgamot will call the meeting to order and lead through Items 5. A. Election of Chairperson. The elected Chairperson will conduct the remainder of the school board meeting.

- D. Salaries of Board Members and Officers – Enclosed is regional salary information for school board members compiled by Intermediate School District 916 and a copy of current Policy 202.1-School Board Compensation. Policy 202.1 requires annual determination of compensation as school board members. You may adjust salary as you deem necessary.
- E. Consideration of Board Member Appointments for 2010 – By policy, the person elected Chairperson identifies the committees and appointments of the school board.

10. DISCUSSION/INFORMATION ITEMS

- B. Minnesota Race to the Top Program – I will recommend that we complete an application to be part of the Race to the Top funding should Minnesota be awarded this federal grant. Approximately 15 states will be recipients of this competitive federal grant process. We will not receive significant new money, however, we will be assured funding for Q-Comp for four years under this program. The goals of the federal program align well with the work we are doing in Mahtomedi Schools with continuous improvement, assessment for student learning, and teacher improvement. Enclosed are the Memorandum of Agreement, Frequently Asked Questions (FAQ) and an estimate of the potential award to Mahtomedi should the grant be awarded to Minnesota.
- C. School Board and Superintendent Priorities (January – June 2010) – This listing of priorities is based on the dialogue we had at the December 22 study session. While the 18 topics all are important to address, the bond election will take center stage until the election occurs. Rather than delete topics, I edited the document to place the most important work first and we will continue to address all 18 topics throughout the year.

11. ACTION ITEMS

- A. Approval of Resolution Directing Administration to Prepare Recommendations for Spending Reductions in Programs and Positions and Reasons Therefor – This resolution is legal requirement and I ask that you approve the resolution as in past years.

CONSENT AGENDA

I recommend we continue the following selections as in the past.

- C. Selection of Official School Publication – It is recommended that the Board of Education select the *White Bear Press* as its official school publication.
- D. Selection of Official School District Depositories – The following are recommended as depositories for 2010: Dain Rauscher, Federal Reserve Bank of Minneapolis, First Bank of White Bear Lake, First National Bank of St. Paul, First National Bank of Minneapolis, Piper Jaffray, PMA Financial Network Inc., PMA Securities Inc., Smith Barney, Twin City Federal, and designated depositories of the Minnesota School District Liquid Asset Fund.
- E. Designation of Legal Counsel – The following are recommended for legal counsel for 2010: Karen Kepple at Northeast Metro 916; Knutson, Flynn & Deans; Ratwik, Roszak, and Maloney; Kennedy & Graven; and others as needed.
- F. Designation of Financial Advisors – I recommend that we add Springsted as the new financial advisor. This change will enhance the quality of our work in the bond election process by adding the knowledge and skills of Don Lifto to our team processes. Don Lifto will provide consultation and training to the superintendent, school board, and election committee at no additional cost. It is my recommendation that we continue to utilize the services of Ehlers and Associates, Inc., when their expertise is best suited for the task at hand.
- G. Approval of Resolution Providing Limited Authorization for Superintendent and Business Manager to Sign Contracts – Minnesota state law permits school boards to provide authorization for superintendents and business managers to sign contracts. It is recommended that the resolution provided in the board packet be approved for 2010.
- H. Approval of Resolution Relating to Authorization and Use of Facsimile Signatures by School District Officers – The appropriate resolution is enclosed and is recommended to you for approval.
- I. Authorization to Approve and Pay Vendors before School Board Meetings and Use Wire Transfers – It is recommended that the Board of Education authorize payment of bills, investment of excess cash in approved depositories, and to use wire transfers.
- L. A resolution combining precincts and assigning a polling location for the proposed bond election may need to be added to the consent agenda. We will have more information based on legal advice prior to the school board meeting.

MW/dm

203.1 - SCHOOL BOARD PROCEDURES; RULES OF ORDER

I. PURPOSE

The purpose of this policy is to provide specific rules of order to conduct meetings of the school board.

II. GENERAL STATEMENT OF POLICY

To ensure that school board meetings are conducted in an orderly fashion, the school board will follow rules of order that will allow the school board:

- A. To establish guidelines by which the business of the school board can be conducted in a regular and internally consistent manner;
- B. To organize the meetings so all necessary matters can be brought to the school board and decisions of the school board can be made in an orderly and reasonable manner;
- C. To ensure that members of the school board have the necessary information to make decisions on substantive issues and to ensure adequate discussion of decisions to be made; and
- D. To ensure that meetings and actions of the school board are conducted so as to be informative to the staff and the public, and to produce a clear record of actions taken and decisions made.

III. RULES OF ORDER

- A. Rules of order for school board meetings shall be as follows:
 - 1. Minnesota statutes where specified;
 - 2. Specific rules of order as provided by the school board consistent with Minnesota statutes; and
 - 3. Robert's Rules of Order, Revised (latest edition) where not inconsistent with 1 and 2 above.
- B. A motion will be adopted or carried if it receives the affirmative votes of a majority of those actually voting on the matter. Abstentions are considered to be acquiescence to the vote of the majority. It should be noted that some motions by statute or Robert's Rules of Order require larger numbers of affirmative votes.
- C. All motions that require a second shall receive a second prior to opening the issue for discussion of the school board. If a motion that requires a second does not receive a second, the chair may declare that the motion fails for lack of a second or may provide the second. The names of the members making and seconding a motion shall be recorded in the minutes.

- D. The chair shall decide the order in which school board members will be recognized to address an issue. An attempt should be made to alternate between pro and con positions if appropriate to the discussion. A member shall only speak to an issue after the chair recognizes the member.
- E. The chair shall rule on all questions relating to motions and points of order brought before the school board.
- F. A ruling by the chair is subject to appeal to the full school board pursuant to Robert's Rules of Order.
- G. The school board shall have authority to recognize any member of the audience regarding a request to be heard at the school board meeting. Members of the public who wish to be heard shall follow school board procedures for Public Comment.
- H. The chair has the authority to declare a recess at any time for the purpose of restoring decorum to the meeting or for any other necessary purpose.
- I. The chair shall repeat a motion or the substance of a motion prior to the vote. The chair shall call for an affirmative and a negative vote on all motions.
- J. The order in which names will be called for roll call votes will be determined by the school board.
- K. The chair has the same right and responsibility as each school board member to vote on all issues.
- L. The chair shall announce the result of each vote. The vote of each member, including abstentions, shall be recorded in the minutes. If the vote is unanimous, it may be reflected as unanimous in the minutes if the minutes also reflect the members present.
- M. A majority of the voting members of the school board constitutes a quorum. The chair or any member may raise the absence of a quorum. Generally any action taken in the absence of a quorum is null and void. The only legal actions the school board may take in the absence of a quorum are to fix the time to which to adjourn, to adjourn, to recess or to take measures to obtain a quorum.

IV. AGENDA

- A. The school board shall conduct an orderly school board meeting. The school board will, at all regular school board meetings, follow an agenda order similar to:
 - 1. Call to Order
 - 2. Roll Call of Attendance
 - 3. Approval of the Agenda
 - 4. Approval of the Consent Agenda

5. Building Presentation/School Board Recognition
6. Public Comment
7. Report from Student Representatives
8. Approval of Minutes
9. Action Items
10. Discussion/Information Items
11. School Board Committee Reports
12. Superintendent's Report
13. Adjournment

B. Agenda Development

1. It shall be the responsibility of the school board chair and superintendent to develop, prepare and arrange the order of items for the tentative school board meeting agenda for each school board meeting.
2. Persons wishing to place an item on the agenda must make a request to the school board chair or superintendent in a timely manner. The person making the request is encouraged to state the person's name, address, purpose of the item, action desired and pertinent background information. The chair and superintendent shall determine whether to place the matter on the tentative agenda.
3. The tentative agenda and supporting documents shall be sent to the school board members at least two (2) days prior to the scheduled school board meeting.
4. Items may only be added to the agenda by a motion adopted at the meeting. If an added item is acted upon, the minutes of the school board meeting shall include a description of the matter.
5. At least one copy of any printed materials relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and: (i) distributed at the meeting to all members of the governing body; (ii) distributed before the meeting to all members; or (iii) available in the meeting room to all members shall be available in the meeting room for inspection by the public while the school board considers their subject matter. This does not apply to materials classified by law as other than public or to materials relating to the agenda items of a closed meeting.

C. Consent Agendas

1. The superintendent, in consultation with the school board chair, may place items on the consent agenda. By using a consent agenda, the school board has consented to the consideration of certain items as a group under one motion. Should a consent agenda be used, an appropriate amount of discussion time will be allowed to review any item upon request.

2. Consent items usually do not require discussion or explanation prior to school board action or have already been discussed and do not require further discussion or explanation. Such agenda items might include ministerial tasks such as, but not limited to, the approval of the agenda, approval of previous minutes, approval of bills, or approval of reports. These items might also include similar groups of decisions such as, but not limited to, approval of staff contracts, approval of maintenance details for the school district buildings and grounds, or approval of various schedules.
3. Items shall be removed from the consent agenda by a timely request by an individual school board member for independent consideration. A request is timely if made prior to the vote on the consent agenda. The request does not require a second or a vote by the school board. An item removed from the consent agenda will then be discussed and acted on separately immediately following the consideration of the consent agenda.
4. Consent agenda items are approved en masse by one vote of the school board. The consent agenda items shall be separately recorded in the minutes.

Legal References: Minn. Stat. 123.33, Subds. 4 and 6 (School Board Powers)
Minn. Stat. 124.74 (Enabling Resolution; Form of Certificates of Indebtedness)
Minn. Stat. 125.12 (Employment Contracts, Termination)
Minn Stat. 331A.01, Subd. 6 (Newspapers; Definitions)
Minn. Stat. 471.705 (Meetings of Governing Bodies)
Minn. Stat. 471.705, Subd. 1 (Open Meeting Law)
Minn. Stat. 471.88 (Exceptions)

ADOPTED – November 5, 1998
REVISED – January 12, 2006

202 - SCHOOL BOARD OFFICERS

I. PURPOSE

School board officers are charged with the duty of carrying out the responsibilities entrusted to them for the care, management, and control of the public schools of the school district. The purpose of this policy is to delineate those responsibilities.

II. GENERAL STATEMENT OF POLICY

- A. The school board shall meet annually in January and organize by selecting a chair, a clerk, a treasurer and such other officers as determined by the school board. At its option, the school board may appoint a vice-chair to serve in the temporary absence of the chair.
- B. The school board shall appoint a superintendent who shall be an ex officio, nonvoting member of the school board.

III. ORGANIZATION

The school board shall meet annually in January and organize by selecting a chair, a clerk, a treasurer, and such other officers as determined by the school board. These officers shall hold office for one year and until their successors are elected and qualify.

- A. Any duties of the clerk and treasurer may be delegated to the superintendent or a designee.

IV. OFFICER'S RESPONSIBILITIES

A. Chair

- 1. The chair, when present, shall preside at all meetings of the school board, countersign all orders upon the treasurer for claims allowed by the school board, represent the school district in all actions, and perform all duties a chair usually performs.
- 2. In case of absence, inability, or refusal of the clerk to draw orders for the payment of money authorized by a vote of the majority of the school board to be paid, the chair may draw the orders, or the office of the clerk may be declared vacant by the chair and treasurer and filled by appointment.

B. Treasurer

- 1. The treasurer shall deposit the funds of the school district in the official depository.
- 2. The treasurer shall make all reports which may be called for by the school board and perform all duties a treasurer usually performs.

3. In the event there are insufficient funds on hand to pay valid orders presented to the treasurer, the treasurer shall receive, endorse, and process the orders in accordance with Minnesota Statute 124.06.

C. Clerk

1. The clerk shall keep a record of all meetings in the books provided.
2. Within three days after an election, the clerk shall notify all persons elected of their election.
3. On or before October 15 of each year, the clerk shall file with the school board a report of the revenues, expenditures, and balances in each fund for the preceding fiscal year.
4. The clerk shall enter into the clerk's record book copies of all required reports and the proceedings of any meeting, and keep an itemized account of all expenses of the school district.
5. The clerk shall furnish to the county auditor, on or before October 10, an attested copy of the clerk's record, showing the amount of money voted by the school district or the school board for school purposes.
6. The clerk shall draw and sign all orders upon the treasurer for the payment of money for bills allowed by the school board for salaries of officers and for teachers' wages and all claims, to be countersigned by the chair.
7. The clerk shall perform such duties as required by the Minnesota Election Law or other applicable laws relating to the conduct of elections.

D. Vice-Chair

The vice-chair shall perform the duties of the chair in the event of the chair's temporary absence.

E. Superintendent

1. The superintendent shall be an ex officio, nonvoting member of the school board.
2. The superintendent shall perform the following:
 - a. visit and supervise the schools in the school district, report and make recommendations about their condition when advisable or on request by the school board;
 - b. recommend to the school board employment and dismissal of teachers;

- c. superintend school grading practices and examinations for promotions;
- d. make reports required by the commissioner ; and
- e. perform other duties prescribed by the school board.

V. ABSENCE OF OFFICERS

- A. In the absence of the chair, another member of the school board shall serve as pro-tem chair upon election by a majority of school board members present.
- B. In the absence of the clerk and/or treasurer and when agenda items dictate a need for such officers, the acting clerk and/or treasurer shall serve as pro-tem officers.

Legal References: Minn. Stat. 123.34 (Officers)
Minn. Stat. 124.06 (Finance))
Minn. Stat. 124A.03 (Referendum Revenue)
Minn. Stat. Ch. 205A (School District Elections)

ADOPTED – November 5, 1998
REVISED – March 8, 2007

202.1 - SCHOOL BOARD COMPENSATION

- I.** The School Board and its officers shall be compensated at the same rate as the average of Intermediate School District 916 school boards.
- Compensation shall be chair \$5,623; clerk \$5,143; treasurer \$5,081, and other members \$4,990.
 - The School Board members shall be paid in March, June, September, and December and shall have the deductions withheld required by law.
- II.** School Board members are eligible for reimbursement of expenses directly related to fulfilling a Board member's official responsibilities. Reimbursed expenses normally include:
- Mileage to and from School Board members homes to school district seminars and meetings. Board members will not be reimbursed for mileage to and from regularly scheduled school board meetings or to and from school district events. Parking and other required transportation will also be reimbursed at rates established by the Board.
 - Meals required in conjunction with official school board activities and duties will be up to the per diem established by the School Board.
- III.** Requests for reimbursement are submitted to the Superintendent for review. Reimbursement will occur through normal payment processing procedures after approval by the School Board.

ADOPTED – September 8, 1994

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

2009/2009-10 SCHOOL BOARD COMPENSATION							
DISTRICT	Chairperson	V-Chairperson	Clerk	Treasurer	Directors	Prescheduled Meetings Per Year	Additional Meetings
Centennial	\$5,342	\$4,773	\$5,114	\$4,773	\$4,546	21	10
Columbia Hts	\$7,200	\$6,000	\$6,000	\$6,000	\$6,000	22	12
Spring Lk Pk	\$5,400	\$5,000	\$5,400	\$5,400	\$5,000	24	10
Mounds View	\$7,000	\$6,800	\$6,500	\$6,500	\$6,500	33	22
NSP-M-Oakd	\$6,200	\$5,700	\$5,700	\$5,700	\$5,700	20	12
Roseville	\$6,240	\$4,960	\$4,960	\$4,960	\$4,960	23	10
White Bear Lk	\$4,900	\$4,700	\$4,900	\$4,700	\$4,500	20	As needed
Mahtomedi	\$5,623	-	\$5,143	\$5,081	\$4,990	21	As needed
So Wash Cty	\$4,800	\$4,800	\$4,800	\$4,800	\$4,800	24	15
Stillwater	\$5,000	\$4,400	\$4,400	\$4,400	\$4,400	22	As needed
NE Metro 916	\$5,700	\$5,100	\$5,200	\$5,100	\$5,000	13	As needed
Average	\$5,764	\$5,223	\$5,283	\$5,219	\$5,127	22	13
Average without highest and lowest	\$5,712	\$5,129	\$5,246	\$5,168	\$5,055		
NOTES:							
1. Averages do not include expense reimbursements							
12/21/2009							



SCHOOL BOARD ORGANIZATIONAL MEETING

ELECTION OF OFFICERS

<u>OFFICE</u>	<u>PURPOSE</u>	<u>2009</u>	<u>2010</u>
Chairperson	The Chairperson presides at all meetings of the Board of Education, countersigns all orders upon the Treasurer for claims allowed by the Board, represents the school district in all actions, and performs all of the duties usually incumbent on such officer.	Steven Wolgamot	_____
Clerk	The Clerk keeps records of all meetings of the Board of Education, oversees all elections conducted by the Board, and files a report on or before August 15 of each year of the revenues, expenditures, and balances in each fund for the proceeding year.	Kevin Donovan	_____
Treasurer	The Treasurer shall oversee the deposit funds official school district depositories, review or make all reports that may be called for by the Board of Education, and performs all of the duties usually incumbent on such officer.	Cathy Dalton	_____

COMMITTEE APPOINTMENTS

<u>COMMITTEE</u>	<u>PURPOSE</u>	<u>2009</u>	<u>2010</u>
Facilities Committee	The purpose of the Facilities Committee is to assist the Board of Education and administration to achieve safe, clean, well-maintained, and attractive buildings and grounds. The committee will review and comment on proposed budgets for buildings and grounds, significant system or staffing changes, and proposed capital projects prior to final review or action by the Board.	John Belisle Cathy Dalton Steven Wolgamot	_____ _____ _____
Finance Committee	The purpose of the Finance Committee is to assist the Board of Education and administration with long-range planning related to district finance. The committee will work with the Superintendent and Director of Business Services and selected community members to identify long-range economic strategies and maintain district financial health.		_____ _____ _____

COMMITTEE

Personnel Committee

Regularly Scheduled

Meetings: January, March, May. Other meetings are scheduled as needed.

PURPOSE

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

2009

Mary Jo Deters
Kevin Donovan,
chair
Judith Schwartz

2010

ADVISORY BOARD APPOINTMENTS

ADVISORY BOARD

Association of Metropolitan School Districts (AMSD)

PURPOSE

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

2009

Steven Wolgamot
Judith Schwartz (A)

2010

_____ (A)

Minnesota School Boards Association (MSBA) Legislative Committee Liaison

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

Cathy Dalton
Kevin Donovan (A)

_____ (A)

Minnesota State High School League (MSHSL)

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

Mary Jo Deters

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

GOVERNING BOARD APPOINTMENTS

GOVERNING BOARD

Integration District: Educational Equity Alliance

PURPOSE

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

2009

Kevin Donovan
Cathy Dalton (A)

_____ (A)

Mahtomedi Area Educational Foundation (MAEF)

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

Kevin Donovan
Mark Wolak, ex officio

Mark Wolak, ex officio

GOVERNING BOARD

PURPOSE

2009

Metropolitan Educational Cooperative Service Unit (ECSU)

The Metropolitan Educational Cooperative Services Unit provides regional planning, liaison services with other agencies, and cooperative educational services to member school districts.

Cathy Dalton
Mark Wolak

Northeast Metro 916 Governing Board

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

John Belisle
Steven Wolgamot (A)

_____ (A)

TIES Joint Board Rep

Steve Wolgamot
Cathy Dalton (A)

_____ (A)

Graduation Requirements

Economics	0.5
Electives	6.5
English/Language Arts	4.0
Fine Arts (Art or Music)	1.0
Health	0.5
Mathematics	3.0
Physical Education	0.5
Science	3.0
Social Studies	3.0
Total Credits	22/24

Graduation Requirements for the class of 2013

Economics	0.5
Electives	7.5
English/Language Arts	4.0
Fine Arts (Art or Music)	1.0
Health	0.5
Mathematics	3.0
Physical Education	0.5
Science	3.0
Social Studies	3.0
Total Credits	23/26

Graduation Requirements for the class of 2012

Economics	0.5
Electives	9.5
English/Language Arts	4.0
Fine Arts (Art or Music)	1.0
Health	0.5
Mathematics	3.0
Physical Education	0.5
Science	3.0
Social Studies	3.0
Total Credits	25/28

Graduation Requirements for the class of 2011

Economics	0.5
Electives	11.5
English/Language Arts	4.0
Fine Arts (Art or Music)	1.0
Health	0.5
Mathematics	3.0
Physical Education	0.5
Science	3.0
Social Studies	3.0
Total Credits	27/30

Class of 2011

* **American Government (0909) must be taken prior to graduation.**

* **Economics (0906), AP Microeconomics (0907), or AP Macroeconomics (0908) must be taken prior to graduation.**

* **World History Ancient Times (0918) must be taken prior to graduation.**

12th Grade

Hour	Semester 1	Semester 2
0	<i>Optional Class (7:00 to 7:55 AM)</i>	<i>Optional Class (7:00 to 7:55 AM)</i>
1	English 12 A (0314), AP LAC A (0316), or AP LIT A (0318)	English 12 B (0315), AP LAC B (0317), or AP LIT B (0319)
2	Elective Course (Student Choice)	Elective Course (Student Choice)
3	Elective Course (Student Choice)	Elective Course (Student Choice)
4	Elective Course (Student Choice)	Elective Course (Student Choice)
5	Elective Course (Student Choice)	Elective Course (Student Choice)
6	Elective Course (Student Choice)	Elective Course (Student Choice)

Class of 2012

* **American Government (0909) must be taken prior to graduation.**

* **Economics (0906), AP Microeconomics (0907), or AP Macroeconomics (0908) must be taken prior to graduation.**

* **World History Ancient Times (0918) must be taken prior to graduation.**

11th Grade

Hour	Semester 1	Semester 2
0	<i>Optional Class (7:00 to 7:55 AM)</i>	<i>Optional Class (7:00 to 7:55 AM)</i>
1	English 11 A (0312), AP LAC A (0316), or AP LIT A (0318)	English 11 B (0313), AP LAC B (0317), or AP LIT B (0319)
2	Science Elective	Science Elective
3	Math Course	Math Course
4	Elective Course (Student Choice)	Elective Course (Student Choice)
5	Elective Course (Student Choice)	Elective Course (Student Choice)
6	Elective Course (Student Choice)	Elective Course (Student Choice)

12th Grade

Hour	Semester 1	Semester 2
0	<i>Optional Class (7:00 to 7:55 AM)</i>	<i>Optional Class (7:00 to 7:55 AM)</i>
1	English 12 A (0314), AP LAC A (0316), or AP LIT A (0318)	English 12 B (0315), AP LAC B (0317), or AP LIT B (0319)
2	Elective Course (Student Choice)	Elective Course (Student Choice)
3	Elective Course (Student Choice)	Elective Course (Student Choice)
4	Elective Course (Student Choice)	Elective Course (Student Choice)
5	Elective Course (Student Choice)	Elective Course (Student Choice)
6	Elective Course (Student Choice)	Elective Course (Student Choice)

Class of 2013

* Health 9-10 (0707 or 0708) must be taken in 9th or 10th grade - Zero Hour Course Available

10th Grade

Hour	Semester 1	Semester 2
0	<i>Optional Class (7:00 to 7:55 AM)</i>	<i>Optional Class (7:00 to 7:55 AM)</i>
1	English 10 A (0308) or English 10 Honors A (0310)	English 10 B (0309) or English 10 Honors B (0311)
2	Biology A (0802)	Biology B (0803)
3	US History A (0902) or AP US History A (0904)	US History B (0903) or AP US History B (0905)
4	Math Course	Math Course
5	Health (0707 or 0708)	Elective Course (Student Choice)
6	Elective Course (Student Choice)	Elective Course (Student Choice)

* American Government (0909) must be taken prior to graduation.

* Economics (0906), AP Microeconomics (0907), or AP Macroeconomics (0908) must be taken prior to graduation.

* World History Ancient Times (0918) must be taken prior to graduation.

11th Grade

Hour	Semester 1	Semester 2
0	<i>Optional Class (7:00 to 7:55 AM)</i>	<i>Optional Class (7:00 to 7:55 AM)</i>
1	English 11 A (0312), AP LAC A (0316), or AP LIT A (0318)	English 11 B (0313), AP LAC B (0317), or AP LIT B (0319)
2	Science Elective	Science Elective
3	Math Course	Math Course
4	Elective Course (Student Choice)	Elective Course (Student Choice)
5	Elective Course (Student Choice)	Elective Course (Student Choice)
6	Elective Course (Student Choice)	Elective Course (Student Choice)

12th Grade

Hour	Semester 1	Semester 2
0	<i>Optional Class (7:00 to 7:55 AM)</i>	<i>Optional Class (7:00 to 7:55 AM)</i>
1	English 12 A (0314), AP LAC A (0316), or AP LIT A (0318)	English 12 B (0315), AP LAC B (0317), or AP LIT B (0319)
2	Elective Course (Student Choice)	Elective Course (Student Choice)
3	Elective Course (Student Choice)	Elective Course (Student Choice)
4	Elective Course (Student Choice)	Elective Course (Student Choice)
5	Elective Course (Student Choice)	Elective Course (Student Choice)
6	Elective Course (Student Choice)	Elective Course (Student Choice)

* **Total Physical Education 9-10 (0700 or 0701) must be taken in 9th or 10th grade - Zero Hour Course Available**

* **Health 9-10 (0707 or 0708) must be taken in 9th or 10th grade - Zero Hour Course Available**

9th Grade

Hour	Semester 1	Semester 2
0	<i>Optional Class (7:00 to 7:55 AM)</i>	<i>Optional Class (7:00 to 7:55 AM)</i>
1	English 9 A (0302) or English 9 Honors A (0304)	English 9 B (0303) or English 9 Honors B (0305)
2	Science and Engineering A (0800)	Science and Engineering B (0801)
3	World Studies A (0900)	World Studies B (0901)
4	Math Course	Math Course
5	Elective Course (Student Choice)	Elective Course (Student Choice)
6	Elective Course (Student Choice)	Elective Course (Student Choice)

10th Grade

Hour	Semester 1	Semester 2
0	<i>Optional Class (7:00 to 7:55 AM)</i>	<i>Optional Class (7:00 to 7:55 AM)</i>
1	English 10 A (0308) or English 10 Honors A (0310)	English 10 B (0309) or English 10 Honors B (0311)
2	Biology A (0802)	Biology B (0803)
3	US History A (0902) or AP US History A (0904)	US History B (0903) or AP US History B (0905)
4	Math Course	Math Course
5	Elective Course (Student Choice)	Elective Course (Student Choice)
6	Elective Course (Student Choice)	Elective Course (Student Choice)

* **American Government (0909) must be taken prior to graduation.**

* **Economics (0906), AP Microeconomics (0907), or AP Macroeconomics (0908) must be taken prior to graduation.**

* **An additional Social Studies elective must be taken prior to graduation.**

11th Grade

Hour	Semester 1	Semester 2
0	<i>Optional Class (7:00 to 7:55 AM)</i>	<i>Optional Class (7:00 to 7:55 AM)</i>
1	English 11 A (0312), AP LAC A (0316), or AP LIT A (0318)	English 11 B (0313), AP LAC B (0317), or AP LIT B (0319)
2	Science Elective	Science Elective
3	Math Course	Math Course
4	Elective Course (Student Choice)	Elective Course (Student Choice)
5	Elective Course (Student Choice)	Elective Course (Student Choice)
6	Elective Course (Student Choice)	Elective Course (Student Choice)

12th Grade

Hour	Semester 1	Semester 2
0	<i>Optional Class (7:00 to 7:55 AM)</i>	<i>Optional Class (7:00 to 7:55 AM)</i>
1	English 12 A (0314), AP LAC A (0316), or AP LIT A (0318)	English 12 B (0315), AP LAC B (0317), or AP LIT B (0319)
2	Elective Course (Student Choice)	Elective Course (Student Choice)
3	Elective Course (Student Choice)	Elective Course (Student Choice)
4	Elective Course (Student Choice)	Elective Course (Student Choice)
5	Elective Course (Student Choice)	Elective Course (Student Choice)
6	Elective Course (Student Choice)	Elective Course (Student Choice)

Mahtomedi Freshman Registration 2010-2011

Last Name	First Name	Student ID	Phone Number

Students must select 12 (or 13 or 14 if including 0 hour) courses. This form must be turned in to the guidance office after completing online registration no later than Feb. 10, 2010. Visit www.mahtomedi.k12.mn.us/highschool for a complete registration guide and to view graduation requirements. Please make sure you have your math teacher initial your form.

Place an X in front of the courses you have selection for next year.

Art

- 0001.0 Art Survey
- 0002.0 Drawing I
- 0002.1 Drawing II*
- 0003.0 Painting I
- 0003.1 Painting II*
- 0004.0 Digital Graphics I
- 0004.1 Digital Graphics II*
- 0005.0 Photography I
- 0005.1 Photography II*
- 0006.0 Video I
- 0006.1 Video II*
- 0007.0 Animation I
- 0007.1 Animation II*
- 0008.0 Pottery I
- 0008.1 Pottery II*
- 0009.0 Sculpture I
- 0009.1 Sculpture II*
- 0010.0 Humanities
- 0011.0 Yearbook I
- 0011.1 Yearbook II*

Business Education

- 0100 Microsoft Word 2007
- 0101 Microsoft Excel 2007*
- 0102 Microsoft PowerPoint & Publisher 2007*
- 0103 Microsoft Access 2007*
- 0104 Web Page Design*
- 0105 Building My Future

Engineering

- 0200, 0201 Principals of Engineering
- 0202, 0203 Introduction to Engineering and Design (CAD) A, B*
- 0204, 0205 Digital Electronics A, B*
- 0206, 0207 Aerospace Engineering A, B*
- 0208, 0209 Civil Engineering and Architecture A, B*
- 0210, 0211 Computer Integrated Manufacturing A, B*

English / Language Arts

- 0302, 0303 English 9 A, B
- 0304, 0305 English 9 Honors A, B (Application)
- 0320 Journalism
- 0322 Debate
- 0323 Public Performance

Family and Consumer Science

- 0400 Foods I
- 0401 Foods II*
- 0402 Foods III*
- 0405 Child Psychology
- 0407 Architecture and Interior Design
- 0408 Textile Arts

Mathematics

- 0508, 0509 Tech Algebra I A, B
- 0510, 0511 Tech Algebra II A, B*
- 0512, 0513 Tech Algebra III A, B*
- 0516, 0517 Algebra I A, B
- 0518, 0519 Geometry A, B*
- 0520, 0521 Algebra II A, B*
- 0522, 0523 Honors Algebra II A, B*
- _____ Math Teacher's Initials

Music

- 0600, 0601 Concert Band A, B
- 0606, 0607 Concert Chorale A, B

Physical Education

- 0700 Total Physical Education 9-10
- 0701 Total Physical Education 9-10 (7:00 - 7:55 am)
- 0702 Beginning Weights and Personal Fitness
- 0703 Beginning Weights and Personal Fitness for Women
- 0706 Indoor/Outdoor Recreation
- 0707 Health 9-10
- 0708 Health 9-10 (7:00 - 7:55 am)

Science

- 0800, 0801 Science and Engineering A, B
- 0802, 0803 Biology A, B*

Social Studies

- 0900, 0901 World Studies A, B
- 0912 Psychology
- 0913 WW II
- 0914 History Through Pop Culture
- 0915 Politics (even years)

Technology Education

- 1000 Cabinetry
- 1001 Cabinetry for Women
- 1002 Advanced Cabinetry I*
- 1004 Metals and Metallurgy
- 1005 Advanced Metals and Metallurgy I*
- 1007 Architecture and Construction
- 1008 Automotive Care and Ownership*
- 1009 Electronics and Electricity
- 1010 Robotics

World Language

- 1200, 1201 Spanish I A, B
- 1202, 1203 Spanish II A, B*
- 1204, 1205 Spanish III A, B*
- 1212, 1213 French I A, B
- 1214, 1215 French II A, B*

*Prerequisite

Special Education Registration
Referral and Testing required for these classes.

- | | | |
|--|---|---|
| <input type="checkbox"/> 1100,1101 Fund Eng A,B | <input type="checkbox"/> 1116 Comm Aware A | <input type="checkbox"/> 1127 Wk/Car/Com B |
| <input type="checkbox"/> 1102,1103 Basic Eng A,B | <input type="checkbox"/> 1117 Comm Aware B | <input type="checkbox"/> 1128 Sen Based Wk/Tran A |
| <input type="checkbox"/> 1104,1105 Con Math A,B | <input type="checkbox"/> 1118 Wk Ex OJT A | <input type="checkbox"/> 1129 Sen Based Wk/Tran B |
| <input type="checkbox"/> 1106,1107 Life Skills A,B | <input type="checkbox"/> 1119 Wk Ex OJT B | <input type="checkbox"/> 1130 Comm/Resource A |
| <input type="checkbox"/> 1108,1109 DAPE A,B | <input type="checkbox"/> 1120 Wk Sem/Wk Ex A | <input type="checkbox"/> 1131 Comm/Resource B |
| <input type="checkbox"/> 1110 Soc Comm I A | <input type="checkbox"/> 1121 Wk Sem/Wk Ex B | <input type="checkbox"/> 1132 Study Skills A |
| <input type="checkbox"/> 1111 Soc Comm I B | <input type="checkbox"/> 1122 Wk Sem/Stu Sk A | <input type="checkbox"/> 1133 Study Skills B |
| <input type="checkbox"/> 1112 Soc Comm II A | <input type="checkbox"/> 1123 Wk Sem/Stu Sk B | |
| <input type="checkbox"/> 1113 Soc Comm II B | <input type="checkbox"/> 1124 Wk Sem/Comm A | |
| <input type="checkbox"/> 1114 Soc Comm III A | <input type="checkbox"/> 1125 Wk Sem/Comm B | |
| <input type="checkbox"/> 1115 Soc Comm III B | <input type="checkbox"/> 1126 Wk/Car/Com A | |

Case Manager Signature

You must choose a minimum of 4 alternate courses. If you do not complete this section, the guidance department reserves the right to determine your final schedule.

Alternate Course Choices

Rank in order of preference (These must be different courses than the ones you already checked) (All 6 courses must be filled in)

Rank	Course #	Course Name	Credits			Course #	Course Name	Credits
1						4		
2						5		
3						6		

This checklist contains important information that will help you complete your registration form correctly. Students and parents should consult the registration guide for complete details on course requirements. Check each item when completed:

The following information is included on my registration form: Student name, six digit student number, student and parent signature and phone number.

1. The above alternate course box has been completed with a minimum of 4 course numbers.
2. The internet access form has been filled out, signed by a parent and returned on registration day.
3. Teachers have initialed my registration form for "permission only" courses.
4. I have checked that I have satisfied all prerequisite courses.
5. Math teachers have signed off on my selection.
6. Honors English 9 Application has been filled out, signed by a parent and returned on registration day (if applicable).

If there is not enough student interest in a particular course, the course may be cancelled.

Incoming 9th grade Mahtomedi Middle School students will register online February 10th during their science class with the High School Counselors.

I understand registration is final as this data will be used to form classes, plan the master schedule, and hire/assign teachers for next year. I have read the registration guide with my parents, received their approval of my course selections, and have chosen courses to fulfill my graduation requirements.

Student Signature

Parent Signature

Date

*Zero hour will meet from 7:00 – 7:55 am daily. It was created to allow more flexibility in a student's schedule and give them up to 14 selections. Zero hour options are noted with the time behind the course name.

**Parent Registration Night – January 19, 2010 from 7:30 – 8:30 pm.

Mahtomedi Sophomore Registration 2010-2011

Last Name	First Name	Student ID	Phone Number

Students must select 12 (or 13 or 14 if including 0 hours) courses. This form, along with your online registration, must be turned in to the guidance office after completing online registration no later than Feb. 9, 2010. Visit www.mahtomedi.k12.mn.us/highschool for a complete registration guide and to view graduation requirements. Please make sure you have your math and music teacher initial your form.

Place an X in front of the courses you have selected for next year.

Art

- 0001.0 Art Survey
- 0002.0 Drawing I
- 0002.1 Drawing II*
- 0002.2 Drawing III*
- 0002.3 Drawing IV*
- 0003.0 Painting I
- 0003.1 Painting II*
- 0003.2 Painting III*
- 0003.3 Painting IV*
- 0004.0 Digital Graphics I
- 0004.1 Digital Graphics II*
- 0004.2 Digital Graphics III*
- 0004.3 Digital Graphics IV*
- 0005.0 Photography I
- 0005.1 Photography II*
- 0005.2 Photography III*
- 0005.3 Photography IV*
- 0006.0 Video I
- 0006.1 Video II*
- 0006.2 Video III*
- 0006.3 Video IV*
- 0007.0 Animation I
- 0007.1 Animation II*
- 0007.2 Animation III*
- 0007.3 Animation IV*
- 0008.0 Pottery I
- 0008.1 Pottery II*
- 0008.2 Pottery III*
- 0008.3 Pottery IV*
- 0009.0 Sculpture I
- 0009.1 Sculpture II*
- 0009.2 Sculpture III*
- 0009.3 Sculpture IV*
- 0010.0 Humanities
- 0011.0 Yearbook I
- 0011.1 Yearbook II*
- 0011.2 Yearbook III*
- 0011.3 Yearbook IV*
- 0050.1, 0050.2 AP Art History A, B

Business Education

- 0100 Microsoft Word 2007
- 0101 Microsoft Excel 2007 *
- 0102 Microsoft PowerPoint Publisher 2007*
- 0103 Microsoft Access 2007*
- 0104 Web Page Design*
- 0105 Building My Future
- 0108 Personal and Business Law
- 0109 Sports and Entertainment Marketing
- 0110 International Business
- 0111 Entrepreneurship
- 0112 College Prep Business
- 0113 Money Matters
- 0106 Accounting A
- 0107 Accounting B*

Engineering

- 0200, 0201 Principals of Engineering
- 0202, 0203 Intro to Eng & Des (CAD) A, B*
- 0204, 0205 Digital Electronics A, B*
- 0206, 0207 Aerospace Engineering A, B*
- 0208, 0209 Civil Eng & Architecture A, B*
- 0210, 0211 Computer Int Manu A, B*

English / Language Arts

- 0308, 0309 English 10 A, B
- 0310, 0311 English 10 Honors A, B
- 0320 Journalism
- 0322 Debate
- 0323 Public Performance

Family and Consumer Science

- 0400 Foods I
- 0401 Foods II*
- 0402 Foods III*
- 0405 Child Psychology
- 0407 Architecture and Interior Design
- 0408 Textile Arts
- 0409 Family Life

Mathematics

- 0508, 0509 Tech Algebra I A, B
- 0510, 0511 Tech Algebra II A, B*
- 0512, 0513 Tech Algebra III A, B*
- 0516, 0517 Algebra I A, B
- 0518, 0519 Geometry A, B*
- 0520, 0521 Algebra II A, B*
- 0522, 0523 Honors Algebra II A, B*
- 0524, 0525 FST A, B*
- 0526, 0527 Honors FST A, B*
- 0542, 0543 Algebra III A, B*
- _____ Math Teacher's Initials

Music

- 0602, 0603 Symphonic Band
- 0604, 0605 Jazz Ensemble A, B*
- 0606, 0607 Concert Chorale A, B
- 0612, 0613 Women's Choir A, B*
- 0614 Project Music I
- 0615 Project Music II*
- _____ Music Teacher's Initials

Physical Education

- 0700 Total Physical Education 9-10
- 0701 Total Phy Ed 9-10 (7:00 - 7:55 am)
- 0702 Beg Weights & Personal Fitness
- 0703 Beg Weights & Personal Fitness for Women
- 0704 Weight Training (7:00 - 7:55 am)
- 0705 Adv Weights & Personal Fitness*
- 0706 Indoor/Outdoor Recreation
- 0707 Health 9-10
- 0708 Health 9-10 (7:00 - 7:55 am)
- 0710 Tournament Team Sports

Science

- 0802, 0803 Biology*
- 0804, 0805 Chemistry A, B*
- 0806, 0807 Physics A, B*
- 0808 Earth and Space*
- 0809 Environmental Science*
- 0810, 0811 AP Chemistry A, B*

Social Studies

- 0902, 0903 US History A, B
- 0904, 0905 AP US History A, B
- 0912 Psychology
- 0913 WW II
- 0914 History Through Pop Culture
- 0915 Politics (even years)
- 0918 World History Ancient Times

Technology Education

- 1000 Cabinetry
- 1001 Cabinetry for Women
- 1002 Advanced Cabinetry I*
- 1003 Advanced Cabinetry II*
- 1004 Metals and Metallurgy
- 1005 Advanced Metals and Metallurgy I*
- 1006 Advanced Metals and Metallurgy II*
- 1007 Architecture and Construction
- 1008 Automotive Care and Ownership
- 1009 Electronics and Electricity
- 1010 Robotics

World Language

- 1200, 1201 Spanish I A, B
- 1202, 1203 Spanish II A, B*
- 1204, 1205 Spanish III A, B*
- 1206, 1207 Spanish IV A, B* (CIS)
- 1208 Spanish V* (CIS)
- 1209 El Puente*
- 1210 Spanish Grammar*
- 1212, 1213 French I A, B
- 1214, 1215 French II A, B*
- 1216, 1217 French III A, B*
- 1218, 1219 French IV A, B*
- 1220, 1221 German II A, B*
- 1222, 1223 German III A, B*

*Prerequisite

Special Education Registration
Referral and Testing required for these classes.

- | | | |
|--|---|---|
| <input type="checkbox"/> 1100,1101 Fun Eng A,B | <input type="checkbox"/> 1116 Comm Aware A | <input type="checkbox"/> 1127 Wk/Car/Com B |
| <input type="checkbox"/> 1102,1103 Basic Eng A,B | <input type="checkbox"/> 1117 Comm Aware B | <input type="checkbox"/> 1128 Sen Based Wk/Tran A |
| <input type="checkbox"/> 1104,1105 Con Math A,B | <input type="checkbox"/> 1118 Wk Ex OJT A | <input type="checkbox"/> 1129 Sen Based Wk/Tran B |
| <input type="checkbox"/> 1106,1107 Life Skills A,B | <input type="checkbox"/> 1119 Wk Ex OJT B | <input type="checkbox"/> 1130 Comm/Resource A |
| <input type="checkbox"/> 1108,1109 DAPE A,B | <input type="checkbox"/> 1120 Wk Sem/Wk Ex A | <input type="checkbox"/> 1131 Comm/Resource B |
| <input type="checkbox"/> 1110 Soc Comm I A | <input type="checkbox"/> 1121 Wk Sem/Wk Ex B | <input type="checkbox"/> 1132 Study Skills A |
| <input type="checkbox"/> 1111 Soc Comm I B | <input type="checkbox"/> 1122 Wk Sem/Stu Sk A | <input type="checkbox"/> 1133 Study Skills B |
| <input type="checkbox"/> 1112 Soc Comm II A | <input type="checkbox"/> 1123 Wk Sem/Stu Sk B | |
| <input type="checkbox"/> 1113 Soc Comm II B | <input type="checkbox"/> 1124 Wk Sem/Comm A | |
| <input type="checkbox"/> 1114 Soc Comm III A | <input type="checkbox"/> 1125 Wk Sem/Comm B | |
| <input type="checkbox"/> 1115 Soc Comm III B | <input type="checkbox"/> 1126 Wk/Car/Com A | |

Case Manager Signature

You must choose a minimum of 4 alternate courses. If you do not complete this section, the guidance department reserves the right to determine your final schedule.

Alternate Course Choices								
Rank in order of preference (These must be different courses than the ones you already checked) (All 6 courses <u>must</u> be filled in)								
	Course #	Course Name	Credits			Course #	Course Name	Credits
1						4		
2						5		
3						6		

This checklist contains important information that will help you complete your registration form correctly. Students and parents should consult the online registration guide for complete details on course requirements. Check each item when completed:

The following information is included on my registration form: Student name, six digit student number, student and parent signature and phone number.

1. The above alternate course box has been completed with a minimum of 4 course numbers.
2. Teachers have initialed my registration form for "permission only" courses.
3. I have checked that I have satisfied all prerequisite courses.
4. Math and music teacher's have signed off on my selection.
5. My course selections meet all graduation requirements.

If there is not enough student interest in a particular course, the course may be cancelled.

I understand registration is final as this data will be used to form classes, plan the master schedule, and hire/assign teachers for next year. I have read the registration guide with my parents, received their approval of my course selections, and have chosen courses to fulfill my graduation requirements.

Student Signature

Parent Signature

Date

Advisory Signature

*Zero hour will meet from 7:00 – 7:55 am daily. It was created to allow more flexibility in a student's schedule and give them up to 14 selections. Zero hour options are noted with the time behind the course name.

**Parent Registration Night – January 19, 2010 from 6:00 – 7:00 pm

Mahtomedi Junior Registration 2010-2011

Last Name	First Name	Student ID	Phone Number

Students must select 12 (or 13 or 14 if including 0 hour) courses. This form, along with a copy of your online registration, must be turned in to the guidance office after completing online registration no later than Feb. 9, 2010. Visit www.mahtomedi.k12.mn.us/highschool for a complete registration guide and to view graduation requirements. Please make sure you have your math and music teacher initial your form.

Place an X in front of the courses you have selected for next year.

Art

- 0001.0 Art Survey
- 0002.0 Drawing I
- 0002.1 Drawing II*
- 0002.2 Drawing III*
- 0002.3 Drawing IV*
- 0003.0 Painting I
- 0003.1 Painting II*
- 0003.2 Painting III*
- 0003.3 Painting IV*
- 0004.0 Digital Graphics I
- 0004.1 Digital Graphics II*
- 0004.2 Digital Graphics III*
- 0004.3 Digital Graphics IV*
- 0005.0 Photography I
- 0005.1 Photography II*
- 0005.2 Photography III*
- 0005.3 Photography IV*
- 0006.0 Video I
- 0006.1 Video II*
- 0006.2 Video III*
- 0006.3 Video IV*
- 0007.0 Animation I
- 0007.1 Animation II*
- 0007.2 Animation III*
- 0007.3 Animation IV*
- 0008.0 Pottery I
- 0008.1 Pottery II*
- 0008.2 Pottery III*
- 0008.3 Pottery IV*
- 0009.0 Sculpture I
- 0009.1 Sculpture II*
- 0009.2 Sculpture III*
- 0009.3 Sculpture IV*
- 0010.0 Humanities
- 0011.0 Yearbook I
- 0011.1 Yearbook II*
- 0011.2 Yearbook III*
- 0011.3 Yearbook IV*
- 0020.0 AP Studio Art 2D Design I
- 0020.1 AP Studio Art 2D Design II*
- 0020.2 AP Studio Art 2D Design III*
- 0020.3 AP Studio Art 2D Design IV*
- 0030.0 AP Studio Art 3D Design I
- 0030.1 AP Studio Art 3D Design II*
- 0030.2 AP Studio Art 3D Design III*
- 0030.3 AP Studio Art 3D Design IV*
- 0040.0 Advanced Animation I
- 0040.1 Advanced Animation II*
- 0040.2 Advanced Animation III*
- 0040.3 Advanced Animation IV*
- 0050.1, 0050.2 AP Art History A, B

Business Education

- 0100 Microsoft Word 2007
- 0101 Microsoft Excel 2007*
- 0102 Microsoft PowerPoint & Pub 2007*
- 0103 Microsoft Access 2007*
- 0104 Web Page Design*
- 0105 Building My Future
- 0108 Personal and Business Law
- 0109 Sports and Entertainment Marketing
- 0110 International Business
- 0111 Entrepreneurship
- 0112 College Prep Business
- 0113 Money Matters
- 0106 Accounting A
- 0107 Accounting B*

Engineering

- 0200, 0201 Principals of Engineering
- 0202, 0203 Intro to Eng & Des (CAD) A, B*
- 0204, 0205 Digital Electronics A, B*
- 0206, 0207 Aerospace Engineering A, B*
- 0208, 0209 Civil Eng. & Architecture A, B*
- 0210, 0211 Comp Int. Manufacturing A, B*
- 0212, 0213 Biotechnical Engineering A, B*

English / Language Arts

- 0312, 0313 English 11 A, B
- 0316, 0317 AP Language A, B
- 0318, 0319 AP Literature A, B
- 0320 Journalism
- 0321 Creative Fiction
- 0322 Debate
- 0323 Public Performance
- 0324 Great Books

Family and Consumer Science

- 0400 Foods I
- 0401 Foods II*
- 0402 Foods III*
- 0403 Foods IV (Independent Study)*
- 0404 Foods V (Independent Study)*
- 0405 Child Psychology
- 0406 Child Tech Prep*
- 0407 Architecture and Interior Design
- 0408 Textile Arts
- 0409 Family Life
- 0410 Careers with Children*

Mathematics

- 0508, 0509 Tech Algebra I A, B
- 0510, 0511 Tech Algebra II A, B*
- 0512, 0513 Tech Algebra III A, B*
- 0516, 0517 Algebra I A, B
- 0518, 0519 Geometry A, B*
- 0520, 0521 Algebra II A, B*
- 0522, 0523 Honors Algebra II A, B
- 0524, 0525 FST A, B*
- 0526, 0527 Honors FST A, B*
- 0542, 0543 Algebra III A, B*
- 0528, 0529 Pre-Calculus A, B*
- 0530, 0531 Accelerated Pre-Calculus A, B*
- 0532, 0533 Calculus A, B*
- 0534, 0535 AP Calculus AB: A, B*
- 0536, 0537 AP Calculus BC: A, B* (Takes two Class periods)
- 0538 Statistics*
- 0540, 0541 AP Statistics A, B*
- _____ Math Teacher's Initials

Music

- 0602, 0603 Symphonic Band
- 0604, 0605 Jazz Ensemble A, B*
- 0608, 0609 Chamber Singers A, B*
- 0610, 0611 Varsity Choir A, B
- 0612, 0613 Women's Choir A, B*
- 0614 Project Music I*
- 0615 Project Music II*
- _____ Music Teacher's Initials

Physical Education

- 0702 Beg Weights & Personal Fitness
- 0703 Beg Weights Pers Fitness for Women
- 0704 Weight Training (7:00 - 7:55 am)
- 0705 Adv Weights & Personal Fitness*
- 0706 Indoor/Outdoor Recreation
- 0709 Health Beyond High School
- 0710 Tournament Team Sports

Science

- 0802, 0803 Biology A, B
- 0804, 0805 Chemistry A, B*
- 0806, 0807 Physics A, B*
- 0808 Earth and Space*
- 0809 Environmental Science*
- 0810, 0811 AP Chemistry A, B*
- 0812, 0813 Adv Physics A, B* (CIS)
- 0814, 0815 AP Physics C: Mechanics A, B*
- 0816, 0817 Advanced Biology A, B*

Social Studies

- 0904, 0905 AP US History A, B
- 0906 Economics
- 0907 AP Economics: Micro A (Sem 1)
- 0908 AP Economics: Macro B (Sem 2)
- 0909 American Government
- 0910, 0911 AP Psychology A, B
- 0912 Psychology
- 0913 WW II
- 0914 History Through Pop Culture
- 0915 Politics
- 0917 World Religions
- 0918 World History Ancient Times

Technology Education

- 1000 Cabinetry
- 1001 Cabinetry for Women
- 1002 Advanced Cabinetry I*
- 1003 Advanced Cabinetry II*
- 1004 Metals and Metallurgy
- 1005 Advanced Metals and Metallurgy I*
- 1006 Advanced Metals and Metallurgy II*
- 1007 Architecture and Construction
- 1008 Automotive Care and Ownership*
- 1009 Electronics and Electricity
- 1010 Robotics

World Language

- 1200, 1201 Spanish I A, B
- 1202, 1203 Spanish II A, B*
- 1204, 1205 Spanish III A, B*
- 1206, 1207 Spanish IV A, B* (CIS)
- 1208 Spanish V* (CIS)
- 1209 El Puento*
- 1210 Spanish Gramar*
- 1212, 1213 French I A, B
- 1214, 1215 French II A, B*
- 1216, 1217 French III A, B*
- 1218, 1219 French IV A, B*
- 1220, 1221 German II A, B*
- 1222, 1223 German III A, B*

*Prerequisite

916 _____
PSEO _____

Special Education Registration
Referral and Testing required for these classes.

- | | | |
|--|---|---|
| <input type="checkbox"/> 1100,1101 Fund Eng A,B | <input type="checkbox"/> 1116 Comm Aware A | <input type="checkbox"/> 1127 Wk/Car/Com B |
| <input type="checkbox"/> 1102,1103 Basic Eng A,B | <input type="checkbox"/> 1117 Comm Aware B | <input type="checkbox"/> 1128 Sen Based Wk/Tran A |
| <input type="checkbox"/> 1104,1105 Con Math A,B | <input type="checkbox"/> 1118 Wk Ex OJT A | <input type="checkbox"/> 1129 Sen Based Wk/Tran B |
| <input type="checkbox"/> 1106,1107 Life Skills A,B | <input type="checkbox"/> 1119 Wk Ex OJT B | <input type="checkbox"/> 1130 Comm/Resource A |
| <input type="checkbox"/> 1108,1109 DAPE A,B | <input type="checkbox"/> 1120 Wk Sem/Wk Ex A | <input type="checkbox"/> 1131 Comm/Resource B |
| <input type="checkbox"/> 1110 Soc Comm I A | <input type="checkbox"/> 1121 Wk Sem/Wk Ex B | <input type="checkbox"/> 1132 Study Skills A |
| <input type="checkbox"/> 1111 Soc Comm I B | <input type="checkbox"/> 1122 Wk Sem/Stu Sk A | <input type="checkbox"/> 1133 Study Skills B |
| <input type="checkbox"/> 1112 Soc Comm II A | <input type="checkbox"/> 1123 Wk Sem/Stu Sk B | |
| <input type="checkbox"/> 1113 Soc Comm II B | <input type="checkbox"/> 1124 Wk Sem/Comm A | |
| <input type="checkbox"/> 1114 Soc Comm III A | <input type="checkbox"/> 1125 Wk Sem/Comm B | |
| <input type="checkbox"/> 1115 Soc Comm III B | <input type="checkbox"/> 1126 Wk/Car/Com A | |

Case Manager Signature

You must choose a minimum of 4 alternate courses. If you do not complete this section, the guidance department reserves the right to determine your final schedule.

Alternate Course Choices								
Rank in order of preference (These must be different courses than the ones you already checked) (All 6 courses must be filled in)								
	Course #	Course Name	Credits			Course #	Course Name	Credits
1						4		
2						5		
3						6		

This checklist contains important information that will help you complete your registration form correctly. Students and parents should consult the registration guide for complete details on course requirements. Check each item when completed:

The following information is included on my registration form: Student name, six digit student number, student and parent signature and phone number.

1. The above alternate courses box has been completed with a minimum of 4 course numbers.
2. Teachers have initialed my registration form for "permission only" courses.
3. I have checked that I have satisfied all prerequisite courses.
4. Math and music teacher's have signed off on my selection.
5. My course selections meet all graduation requirements.

If there is not enough student interest in a particular course, the course may be cancelled.

I understand registration is final as this data will be used to form classes, plan the master schedule, and hire/assign teachers for next year. I have read the registration guide with my parents, received their approval of my course selections, and have chosen courses to fulfill my graduation requirements.

Student Signature

Parent Signature

Date

Advisory Signature

*Zero hour will meet from 7:00 – 7:55 am daily. It was created to allow more flexibility in a student's schedule and give them up to 14 selections. Zero hour options are noted with the time behind the course name.

**Parent Registration Night – January 19, 2010 from 6:00 – 7:00 pm.

Mahtomedi Senior Registration 2010-2011

Last Name	First Name	Student ID	Phone Number

Students must select 12 (or 13 or 14 if including 0 hour) courses. This form, along with a copy of your online registration, must be turned in to the guidance office after completing online registration no later than Feb. 9, 2010. Visit www.mahtomedi.k12.mn.us/highschool for a complete registration guide and to view graduation requirements. Please make sure you have your math and music teacher initials your form.

Place an X in front of the courses you have selected for next year.

Art

- ___ 0001.0 Art Survey
- ___ 0002.0 Drawing I
- ___ 0002.1 Drawing II*
- ___ 0002.2 Drawing III*
- ___ 0002.3 Drawing IV*
- ___ 0003.0 Painting I
- ___ 0003.1 Painting II*
- ___ 0003.2 Painting III*
- ___ 0003.3 Painting IV*
- ___ 0004.0 Digital Graphics I
- ___ 0004.1 Digital Graphics II*
- ___ 0004.2 Digital Graphics III*
- ___ 0004.3 Digital Graphics IV*
- ___ 0005.0 Photography I
- ___ 0005.1 Photography II*
- ___ 0005.2 Photography III*
- ___ 0005.3 Photography IV*
- ___ 0006.0 Video I
- ___ 0006.1 Video II*
- ___ 0006.2 Video III*
- ___ 0006.3 Video IV*
- ___ 0007.0 Animation I
- ___ 0007.1 Animation II*
- ___ 0007.2 Animation III*
- ___ 0007.3 Animation IV*
- ___ 0008.0 Pottery I
- ___ 0008.1 Pottery II*
- ___ 0008.2 Pottery III*
- ___ 0008.3 Pottery IV*
- ___ 0009.0 Sculpture I
- ___ 0009.1 Sculpture II*
- ___ 0009.2 Sculpture III*
- ___ 0009.3 Sculpture IV*
- ___ 0010.0 Humanities
- ___ 0011.0 Yearbook I
- ___ 0011.1 Yearbook II*
- ___ 0011.2 Yearbook III*
- ___ 0011.3 Yearbook IV*
- ___ 0020.0 AP Studio Art 2D Design I
- ___ 0020.1 AP Studio Art 2D Design II*
- ___ 0020.2 AP Studio Art 2D Design III*
- ___ 0020.3 AP Studio Art 2D Design IV*
- ___ 0030.0 AP Studio Art 3D Design I
- ___ 0030.1 AP Studio Art 3D Design II*
- ___ 0030.2 AP Studio Art 3D Design III*
- ___ 0030.3 AP Studio Art 3D Design IV*
- ___ 0040.0 Advanced Animation I
- ___ 0040.1 Advanced Animation II*
- ___ 0040.2 Advanced Animation III*
- ___ 0040.3 Advanced Animation IV*
- ___ 0050.1, 0050.2 AP Art History A, B

Business Education

- ___ 0100 Microsoft Word 2007
- ___ 0101 Microsoft Excel 2007*
- ___ 0102 Microsoft PowerPoint & Publisher 2007*
- ___ 0103 Microsoft Access 2007*
- ___ 0104 Web Page Design*
- ___ 0105 Building My Future
- ___ 0108 Personal and Business Law
- ___ 0109 Sports and Entertainment Marketing
- ___ 0110 International Business
- ___ 0111 Entrepreneurship
- ___ 0112 College Prep Business
- ___ 0113 Money Matters

___ 0106 Accounting A

___ 0107 Accounting B*

Engineering

- ___ 0200, 0201 Principals of Engineering
- ___ 0202, 0203 Intro to Eng & Design (CAD) A, B*
- ___ 0204, 0205 Digital Electronics A, B*
- ___ 0206, 0207 Aerospace Engineering A, B*
- ___ 0208, 0209 Civil Eng. and Architecture A, B*
- ___ 0210, 0211 Computer Int Manufacturing A, B*
- ___ 0212, 0213 Biotechnical Engineering A, B*

English / Language Arts

- ___ 0314, 0315 English 12 A, B
- ___ 0316, 0317 AP Language A, B
- ___ 0318, 0319 AP Literature A, B
- ___ 0320 Journalism
- ___ 0321 Creative Fiction
- ___ 0322 Debate
- ___ 0323 Public Performance
- ___ 0324 Great Books
- ___ 0325 Oral Comm

Family and Consumer Science

- ___ 0400 Foods I
- ___ 0401 Foods II
- ___ 0402 Foods III
- ___ 0403 Foods IV (Independent Study)*
- ___ 0404 Foods V (Independent Study)*
- ___ 0405 Child Psychology
- ___ 0406 Child Tech Prep*
- ___ 0407 Architecture and Interior Design
- ___ 0408 Textile Arts
- ___ 0409 Family Life
- ___ 0410 Careers with Children*

Mathematics

- ___ 0508, 0509 Tech Algebra I A, B
- ___ 0510, 0511 Tech Algebra II A, B*
- ___ 0512, 0513 Tech Algebra III A, B*
- ___ 0516, 0517 Algebra I A, B
- ___ 0518, 0519 Geometry A, B*
- ___ 0520, 0521 Algebra II A, B*
- ___ 0522, 0523 Honors Algebra II A, B*
- ___ 0524, 0525 FST A, B*
- ___ 0526, 0527 Honors FST A, B*
- ___ 0542, 0543 Algebra III A, B*
- ___ 0528, 0529 Pre-Calculus A, B*
- ___ 0530, 0531 Accelerated Pre-Calculus A, B*
- ___ 0532, 0533 Calculus A, B*
- ___ 0534, 0535 AP Calculus AB: A, B*
- ___ 0536, 0537 AP Calculus BC: A, B* (Takes two Class periods)
- ___ 0538 Statistics*
- ___ 0540, 0541 AP Statistics A, B*
- _____ Math Teacher's Initials

Music

- ___ 0602, 0603 Symphonic Band
- ___ 0604, 0605 Jazz Ensemble A, B*
- ___ 0608, 0609 Chamber Singers A, B*
- ___ 0610, 0611 Varsity Choir A, B
- ___ 0612, 0613 Women's Choir A, B*
- ___ 0614 Project Music I*
- ___ 0615 Project Music II*
- _____ Music Teacher's Initials

Physical Education

- ___ 0702 Beginning Weights and Personal Fitness
- ___ 0703 Beg. Weights & Pers Fitness for Women
- ___ 0704 Weight Training (7:00 - 7:55 am)
- ___ 0705 Advanced Weights and Personal Fitness*
- ___ 0706 Indoor/Outdoor Recreation
- ___ 0709 Health Beyond High School*
- ___ 0710 Tournament Team Sports

Science

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- ___ 0806, 0807 Physics A, B*
- ___ 0808 Earth and Space*
- ___ 0809 Environmental Science*
- ___ 0810, 0811 AP Chemistry A, B*
- ___ 0812, 0813 Adv Physics A, B* (CIS)
- ___ 0814, 0815 AP Physics C: Mechanics A, B*
- ___ 0816, 0817 Advanced Biology A, B*

Social Studies

- ___ 0904, 0905 AP US History A, B
- ___ 0906 Economics
- ___ 0907 AP Economics: Micro A (Sem 1)
- ___ 0908 AP Economics: Macro B (Sem 2)
- ___ 0909 American Government
- ___ 0910, 0911 AP Psychology A, B
- ___ 0912 Psychology
- ___ 0913 WW II
- ___ 0914 History Through Pop Culture
- ___ 0915 Politics
- ___ 0917 World Religions
- ___ 0918 World History Ancient Times

Technology Education

- ___ 1000 Cabinetry
- ___ 1001 Cabinetry for Women
- ___ 1002 Advanced Cabinetry I*
- ___ 1003 Advanced Cabinetry II*
- ___ 1004 Metals and Metallurgy
- ___ 1005 Advanced Metals and Metallurgy I*
- ___ 1006 Advanced Metals and Metallurgy II*
- ___ 1007 Architecture and Construction
- ___ 1008 Automotive Care and Ownership*
- ___ 1009 Electronics and Electricity
- ___ 1010 Robotics

World Language

- ___ 1200, 1201 Spanish I A, B
- ___ 1202, 1203 Spanish II A, B*
- ___ 1204, 1205 Spanish III A, B*
- ___ 1206, 1207 Spanish IV A, B* (CIS)
- ___ 1208 Spanish V* (CIS)
- ___ 1209 El Puente*
- ___ 1210 Spanish Grammar*
- ___ 1212, 1213 French I A, B
- ___ 1214, 1215 French II A, B*
- ___ 1216, 1217 French III A, B*
- ___ 1218, 1219 French IV A, B*
- ___ 1220, 1221 German II A, B*
- ___ 1222, 1223 German III A, B*

*Prerequisite

916 _____
PSEO _____

Special Education Registration
Referral and Testing required for these classes.

- | | | |
|--|---|---|
| <input type="checkbox"/> 1100,1101 Fund Eng A,B | <input type="checkbox"/> 1116 Comm Aware A | <input type="checkbox"/> 1127 Wk/Car/Com B |
| <input type="checkbox"/> 1102,1103 Basic Eng A,B | <input type="checkbox"/> 1117 Comm Aware B | <input type="checkbox"/> 1128 Sen Based Wk/Tran A |
| <input type="checkbox"/> 1104,1105 Con Math A,B | <input type="checkbox"/> 1118 Wk Ex OJT A | <input type="checkbox"/> 1129 Sen Based Wk/Tran B |
| <input type="checkbox"/> 1106,1107 Life Skills A,B | <input type="checkbox"/> 1119 Wk Ex OJT B | <input type="checkbox"/> 1130 Comm/Resource A |
| <input type="checkbox"/> 1108,1109 DAPE A,B | <input type="checkbox"/> 1120 Wk Sem/Wk Ex A | <input type="checkbox"/> 1131 Comm/Resource B |
| <input type="checkbox"/> 1110 Soc Comm I A | <input type="checkbox"/> 1121 Wk Sem/Wk Ex B | <input type="checkbox"/> 1132 Study Skills A |
| <input type="checkbox"/> 1111 Soc Comm I B | <input type="checkbox"/> 1122 Wk Sem/Stu Sk A | <input type="checkbox"/> 1133 Study Skills B |
| <input type="checkbox"/> 1112 Soc Comm II A | <input type="checkbox"/> 1123 Wk Sem/Stu Sk B | |
| <input type="checkbox"/> 1113 Soc Comm II B | <input type="checkbox"/> 1124 Wk Sem/Comm A | |
| <input type="checkbox"/> 1114 Soc Comm III A | <input type="checkbox"/> 1125 Wk Sem/Comm B | |
| <input type="checkbox"/> 1115 Soc Comm III B | <input type="checkbox"/> 1126 Wk/Car/Com A | |

Case Manager Signature

You must choose a minimum of 4 alternate courses. If you do not complete this section, the guidance department reserves the right to determine your final schedule

Alternate Course Choices

Rank in order of preference (These must be different courses than the ones you already checked) (All 6 courses must be filled in)

Rank	Course #	Course Name	Credits		Course #	Course Name	Credits
1					4		
2					5		
3					6		

This checklist contains important information that will help you complete your registration form correctly. Students and parents should consult the registration guide for complete details on course requirements. Check each item when completed:

The following information is included on my registration form: Student name, six digit student number, student and parent signature and phone number.

1. The above alternate course box has been completed with a minimum of 4 course numbers.
2. Teachers have initialed my registration form for "permission only" courses.
3. I have checked that I have satisfied all prerequisite courses.
4. Math and music teachers have signed off on my selection.
5. My course selections meet all graduation requirements.

If there is not enough student interest in a particular course, the course may be cancelled.

I understand registration is final as this data will be used to form classes, plan the master schedule, and hire/assign teachers for next year. I have read the registration guide with my parents, received their approval of my course selections, and have chosen courses to fulfill my graduation requirements.

Student Signature

Parent Signature

Date

Advisory Signature

*Zero hour will meet from 7:00 – 7:55 am daily. It was created to allow more flexibility in a student's schedule and give them up to 14 selections. Zero hour options are noted with the time behind the course name.

**Parent Registration Night – January 19, 2010 from 6:00 – 7:00 pm.

Date	Location	Event	What	Who
December 3, 2009	Green Room	Staff Development	Registration Basics	Administrators, Counselors, Advisors, Teachers
December 12, 2009	Department Computer	PowerPoint Slide to John Akins and Department Sign to Chris	Each department submits a slide to John Akins and a sign for tables to Chris	Teachers
January 6, 2010	Advisors and Advisories to CFAC	Registration materials distributed - 90 minute advisory	Registration Guide, Registration Form, PowerPoint	Administrators, Counselors, Advisors, Teachers
January 11, 2010	Advisories	Question and Answer - 60 minute advisory	1st of 2 times meeting with advisories	Advisors, Students, Counselors,
January 12, 2010 (8:00 - 10:43, 11:16 - 12:01, 12:54 - 2:28)	Middle School	Initial registration at middle school	Registration Guide, Registration Form, PowerPoint	Advisors, Counselors, MS Students
January 13, 2010 (9:05 to 9:35)	St. Jude's	Registration at St. Jude's	St Jude's students register	Administrators, Counselors
January 15, 2010 (12:30 to 1:30)	MS Media Center	Initial registration at middle school - Make-Up day	Registration Guide, Registration Form, PowerPoint	Advisors, Counselors, MS Students
January 19, 2010	CFAC and Black Box	Parent Information Meeting: 10 - 12 grade 6:00 to 7:00 and 9th grade 7:30 to 8:30	Registration Guide, Registration Form, PowerPoint	Administrators, Counselors, Teachers, Parents, Students
February 1, 2010	Advisories	Final advisory before online registration	2nd of 2 times meeting with advisories - form must be signed by the advisor	Advisors, Students, Counselors,
February 1, 2010	Computer	Online registration begins	Students start registering	Students, Parents
February 1 - 8, 2010	1st Hour classes	Remind students that registration closes on February 8 at midnight		1st hour teachers
February 8, 2010	Advisories	Check in with students on registration and let them know it closes at midnight	Find out how students are doing with registration and let them know it closes at midnight	Advisors, Students, Counselors,
February 8, 2010	Computer	Registration Closes at midnight	Counselors check to make sure that all students are registered	Counselors

February 10, 2010 (8:00 - 10:43, 11:16 - 12:01, 12:54 - 2:28)	Middle School	Online registration in the middle school media lab	Middle school students register	Administrators, Counselors, MS Students
February 12, 2010 (12:30 to 1:30)	MS Media Center	Online registration in the middle school media lab - Make-Up Day	Middle school students register	Administrators, Counselors, MS Students
February 22, 2010	Advisories	Registration print-out to students	Students need to check for registration accuracy	Advisors, Students, Counselors,
February 26, 2010	Students	Registration corrections to counselors	2:30 pm deadline	Counselors. Students
February 26, 2010	Departments	Review student registration	Departments review students registration and submit changes to counselors by 2:30 today	Departments, Counselors
March 19, 2010		Course Offerings for 2010-2011 Finalized		Administrators
April 1, 2010		Staffing for 2010-2011 Finalized		Administrators

Date	Location	Event	What
January 6, 2010	Advisors and Advisories to CFAC	Registration materials distributed - 90 minute advisory	Registration Guide, Registration Form, PowerPoint
January 11, 2010	Advisories	Question and Answer - 60 minute advisory	1st of 2 times meeting with advisories
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February 8, 2010	Computer	Registration Closes at midnight	Counselors check to make sure that all students are registered
February 10, 2010 (8:00 - 10:43, 11:16 - 12:01, 12:54 - 2:28)	Middle School	Online registration in the middle school media lab	Middle school students register

Minutes of Regular Meeting

Board of Education Mahtomedi Public Schools

A Regular meeting of the Board of Education of the Mahtomedi Public Schools was held **December 10, 2009**, beginning at 7:00 PM in the Mahtomedi District Education Center - Community Room.

1. CALL TO ORDER

Meeting called to order at 7:06 p.m. by Chair Steve Wolgamot.

2. ROLL CALL OF ATTENDANCE

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

3. APPROVAL OF THE AGENDA

Donovan moved, Belisle seconded, approval of the agenda. Carried.

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

School Board Chair Steve Wolgamot noted the \$10,360 in donations and gifts to the school district from the community and expressed appreciation to donors on behalf of the school board. Dalton moved, Deters seconded, approval of the actions recommended on the consent agenda. Carried.

5. PRESENTATIONS/RECOGNITION

A. Truth-in-Taxation Hearing

Gary Olsen, from Ehlers & Associates, presented information regarding the proposed levy payable in 2010 and the tax impact for residents. The School Board adopts a proposed levy in September and adopts a final levy in December. The 2010 levy is proposed to increase by \$277,898 or 2.8%. Several citizens attended the meeting and asked questions of the school board and administration.

6. PUBLIC COMMENT

Donovan moved, Schwartz seconded, that this public comments portion of the agenda be kept to one hour, each speaker has three minutes, if a speaker has already spoken on the Mahtomedi Middle School schedule change wait until everyone else has spoken before speaking again, and no applause/disruptions between speakers. Carried.

The following members of the audience spoke to the school board regarding the proposed change from a seven-period day to a six-period day at Mahtomedi Middle School and the Mahtomedi High School changing from a four-period day to a six-period day.

Julie Molitor, resident of Birchwood and parent, asked school board members if they are going to vote for the change to make sure that they personally believe the data shows that this is the right change for the students and that reasonable alternatives have been evaluated.

Eric Brown, student at MHS, asked that the schedule change at Mahtomedi High School not happen for at least a year to give students time to adjust.

Davis Grilley, student at MMS, thinks that changing the Mahtomedi Middle School schedule is a bad idea and is sad that his younger sister will not have the same great opportunities that he had in sixth and seventh grade.

Kate Christopher, resident and former Mahtomedi school board member, spoke in support of the school board and administration and encouraged concerned citizens to get involved at the legislative level.

Lisa Paddock, resident and parent, encouraged the school board and administration to involve parents in addressing budget deficit issues and asked for more time to find cost savings before cutting teachers and changing curriculum.

Anna Shelander, resident and parent, encouraged school board members to vote her/his conscience and encouraged them to ask for parent involvement in the future when having to make these tough decisions.

7. REPORT FROM STUDENT REPRESENTATIVE

A. Nicholas Donovan, Student Representative

Student Representative Nicholas Donovan reported on the following happenings at Mahtomedi High School: fall and winter sports, Youth Frontiers Freshmen Retreat, jazz band and holiday choir concerts, students wrote letters to the family of Bil Gangl a teacher and coach who recently passed away, Engineering Night, and conferences.

8. APPROVAL OF MINUTES

A. November 12, 2009 - Regular Meeting

Donovan moved, Schwartz seconded, approval of the minutes from the November 12, 2009, school board meeting with the following change under *11. A. Association of Metropolitan School Districts (AMSD) Board*:

Strike the current language and replace with: *Board member Wolgamot reported on the federal Race to the Top grant program. The state's application is currently being prepared by MDE, a process which is being monitored by AMSD, MSBA and others. The program provides for \$4.5 billion, which is an average of \$100 per public school student. If Minnesota's effort is successful, the grant could potentially add very limited funding to our district. Carried.*

B. November 24, 2009 - Study Session

Schwartz moved, Dalton seconded, approval of the minutes from the November 24, 2009, school board study session with the following change under *3. A. Presentation on Proposed Mahtomedi Middle School Schedule*:

Strike the second to last paragraph and replace with: *Board member Belisle demonstrated, using district longitudinal enrollment data, that a claimed annual average increase of fifty resident students at the MMS was clearly erroneous. In fact, the increase approximated ten students. Dr. Zweber commented that the claimed fifty student figure represented the number of new resident students, and did not take into account the number of resident students who depart. Thus, her figure of fifty did not represent an increase in the number of resident students. Carried.*

9. DISCUSSION/INFORMATION ITEMS

A. Calendar of Events

Chair Steve Wolgamot reviewed the calendar of events.

B. Recommendation from Superintendent Regarding Spending Reductions and Middle School Curriculum/Schedule

Superintendent Mark Wolak presented his *Report to School Board and Community on Spending Reductions and Middle School Curriculum/Schedule*. Superintendent Wolak went over the factors driving the need for further reductions in spending, the past work the school board and administration has done pertaining to changes in the secondary curriculum offerings and schedules, and the options considered for teacher schedules at the Middle School.

C. Policies

1. Second Reading

a. Policy 807 - Closing of Schools

No changes recommended.

10. ACTION ITEMS

A. Approval to Certify Levy for 2010

Superintendent Mark Wolak, recommended approval to certify the levy for 2010. Director John Belisle discussed with the school board why he would not be voting in favor of the levy. Belisle feels that the \$300,000 local levy for Q-Comp is not appropriate at this time. The Legislative Auditor did a study on Q-Comp and found no conclusive evidence that Q-Comp supports student achievement. There are a lot of good things about Q-Comp but Belisle said that the district should be using just the \$500,000 from the State so the program could continue just at a smaller level. Other school board members stated that the Q-Comp program should be given at least one more year at its current level of funding. Donovan moved, Schwartz seconded, approval to certify the levy for 2010. The following voted in favor thereof: Dalton, Deters, Donovan, Schwartz, and Wolgamot and the following voted against: Belisle. Carried.

B. Approval of Recommendation from Superintendent Regarding Spending Reductions and Middle School Curriculum/Schedule

Following are the options presented regarding spending reductions and the Middle School curriculum schedule. Option E is the option recommended for approval:

- Option A - Continue 7 Period Schedule and achieve \$350,000 in spending reductions at other schools and programs in the school district.
- Option B - Continue with 7 Period Schedule and assign teachers to six class periods per day.
- Option C - Adopt modification to the current 7 Period Schedule.
- Option D - Continue with 7 Period schedule and find reductions in assistant principal, counselors, psychologist, and other non-instructional staff positions.
- Option E - Change to 6 Period Schedule at Middle School beginning 2010-2011.

School Board Clerk Kevin Donovan stated that a positive outcome of a six-period day would be the additional instructional time for math, English, and science and feels the best decision is to change and adapt to a six-period schedule.

School Board Director Judy Schwartz also feels that the extended time in core classes will be very valuable to the students and the change will meet the district's financial goals.

School Board Director Mary Jo Deters is satisfied that a six-period day can provide a variety of electives and meet the needs of students. The longer class times in the core curriculum is a benefit.

School Board Treasurer Cathy Dalton feels the positives of a six-period day is the extra instructional time and does have children that will be affected by this change.

School Board Director John Belisle stated that the State's budget deficit is the largest which does not bode well for the future of public education. This school district is a college prep district and would like to see additional writing skills offered at the Middle School. Is inclined to support the six-period day but wants electives not prescriptive classes.

School Board Chair Steve Wolgamot used the following five factors: inadequate funding, parent choice, data and fact driven decisions, state and federal content in testing mandates, and declining demographics in making his decision and feels that the six-period day is the right thing to do.

Schwartz moved, Dalton second, approval to change to a six -period schedule at Mahtomedi Middle School beginning with the 2010-2011 school year with the stipulation that administration will bring back several curriculum options for each grade level with at least one of those options including parent choice. The curriculum options will be presented at the study session in January and approved by the school board in February. Carried.

C. Approval of Employee Interchange Agreement with Northeast Metro 916

Schwartz moved, Belisle seconded Approval of Employee Interchange Agreement with Northeast Metro 916 which will provide Jonas Beugen's professional services as part-time principal at the Mahtomedi Area Learning Center for the remainder of the 2009-2010 school year. Carried.

D. Policies

1. Approval of Policy 501 - School Weapons Policy

Donovan moved, Belisle seconded, approval of Policy 501-School Weapons Policy. Carried.

2. Approval of Policy 521 - Student Disability Nondiscrimination

Donovan moved, Belisle seconded, approval of Policy 521-Student Disability Nondiscrimination. Carried.

11. SCHOOL BOARD COMMITTEE REPORTS

A. Association of Metropolitan School Districts (AMSD) Board

School board member Steve Wolgamot reported that AMSD will be holding its legislative breakfast next month. All legislators are invited to come and talk about priorities for schools in the upcoming legislative session.

B. Integration Districts (EMID & NSP-M-O)

School board member Kevin Donovan reported that a task force is looking at Crosswinds Arts and Science School, grades 6-10, to determine if the school should be expanded to 11th and 12th grades and reevaluating its focus. The Forest Lake School District is showing some interest in becoming a partner with EMID.

C. Minnesota School Boards Association (MSBA) Legislative Liaison

School board member Mary Jo Deters informed the school board that the annual MSBA conference will be January 14 and 15. Belisle, Dalton, and Donovan commented on their attendance at the delegate assembly.

D. Northeast Metro 916 Board

School board member John Belisle noted the 916 report in the school board packet.

12. SUPERINTENDENT'S REPORT

No report.

13. ADJOURNMENT

Donovan moved, Belisle seconded, adjournment. Meeting adjourned at 9:19 p.m.
Carried.

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

- A. Approval to Pay Bills - Check No. 364175 to 364496
- B. Approval of Wire Transfer Transactions
- C. Approval of Student Travel Request - Mahtomedi Middle School Spanish Students to The Forest International Retreat Center, Marine on St. Croix - April 27-28, 2010
- D. Gifts/Grants Totaling \$10,360
 - 1. Approval of Donation from 3M Foundation to Mahtomedi High School Rocket Club - \$4,110
 - 2. Approval of Donation from Kramer-Berg American Legion Post 507 to Mahtomedi Area Community Education Adult Senior Program - \$4,000
 - 3. Approval of Donation from Kramer-Berg American Legion Post 507 to Mahtomedi Area Community Education Youth Program - \$1,500
 - 4. Approval of Anonymous Donation to Mahtomedi High School Nordic Ski Program - \$500

5. Approval of Donation from NewTown Solutions, Inc. to Mahtomedi High School Rocket Club - \$250
- E. Personnel
 1. Approval of Contracts and Work Agreements
 - a. Colleen Mahin - Long-Term Substitute French Teacher - Mahtomedi High School (11/20/09 to 12/23/09)
 2. Approval of Leaves of Absence
 - a. Cynthia Samels - French Teacher - Mahtomedi High School (11/9/09 to 12/31/09)

KEVIN P. DONOVAN, CLERK

Minutes of Special Meeting

Board of Education Mahtomedi Public Schools

A Special meeting of the Board of Education of the Mahtomedi Public Schools was held **December 22, 2009**, beginning at 6:30 PM in the Mahtomedi District Education Center - Community Room.

1. CALL TO ORDER

Meeting called to order at 6:45 p.m. by Chair Steve Wolgamot.

2. ROLL CALL OF ATTENDANCE

Present: John Belisle; Cathy Dalton; Mary Jo Deters, Kevin Donovan; Judy Schwartz; Steve Wolgamot; and Superintendent Mark Wolak, ex officio. Also present was Mark Larson, Assistant Superintendent.

3. DISCUSSION ITEMS

A. Mahtomedi School Board and Administration Leadership Plan 2009-2010

Superintendent Mark Wolak shared an updated Leadership Plan for board discussion. The Leadership Plan is an outline of 18 challenges/topics to be addressed by the school board and administration this school year. School board members discussed a number of topics on the Plan including the proposed change and timeline for the district's vision/mission, involvement of the community in determining a spending reduction process for 2009-2010 and 2010-2011, secondary school schedule changes, the policy review process, the proposed bond election for facility improvements, and community engagement. Board members raised a number of individual concerns. Several suggestions were made to improve the format to include prioritization, timelines, and leadership assignments. Superintendent Wolak will bring a revision with priorities to the next school board meeting for further dialogue.

B. Discuss School Board Organizational Meeting: Election of Officers, Board Committees, and Committee Appointments

The annual school board organizational meeting occurs on Thursday, January 7, 2010. School board chair Steve Wolgamot commented on his experience as school board chair over the past two years. He expressed his commitment to the school district, the quality of the work and outcomes achieved, and his desire for effective work of the school board to continue.

Superintendent Mark Wolak noted the addition and purpose of a proposed School Board Finance Committee. The purpose of the Finance Committee is to assist the school board and administration with long-range planning related to district finance. The committee will work with the Superintendent and Director of Business Services to identify long-range economic strategies and maintain district financial health. The board may select key community members to participate in the work of the committee. Superintendent Wolak recommends that the board form this new committee at the organizational meeting in January.

School board members discussed the election of officers, the committees, and appointments to advisory and governing boards. Board members stated their individual interest in various leadership assignments. Treasurer Cathy Dalton expressed her interest to be elected school board chair. Director John Belisle stated that he was not interested in a board officer position. Chair Steve Wolgamot stated his interest in continuing as school board chair. Clerk Kevin Donovan said that he will serve as chair at the request of the majority of the school board. District policy governs the election of school board officers and assignments.

4. ADJOURNMENT

Wolgamot moved, Schwartz seconded, adjournment. Meeting adjourned at 8:26 p.m. Carried.

KEVIN P. DONOVAN, CLERK

CALENDAR OF EVENTS

JANUARY		
DATE/TIME	MEETING/EVENT	LOCATION
<u>Thursday, January 7</u> 7:00 p.m.	School Board Meeting	District Education Center - Community Room
<u>Friday, January 8</u> 8:00-10:00 a.m.	AMSD Legislative Preview	TIES Building, St. Paul
<u>Monday, January 11</u> 7:00 p.m.	MAEF Board of Trustees Meeting	District Education Center - Board Room
<u>Tuesday, January 12</u> 6:30-8:30 p.m.	Community Education Advisory Council Mtg. <i>(Steve Wolgamot is scheduled to attend)</i>	District Education Center - Board Room
<u>Wednesday, January 13</u> 11:30-12:30 p.m.	MMS Parent Association Meeting <i>(Steve Wolgamot is scheduled to attend)</i>	Mahtomedi Middle School - Room 115
<u>Thursday, January 14</u> 6:30-8:00 p.m.	Elementary PTO Meeting <i>(Steve Wolgamot is scheduled to attend)</i>	
<u>Thursday, January 14 - Friday, January 15</u>	MSBA Leadership Conference	Minneapolis Convention Center
<u>Monday, January 18</u>	No School - Martin Luther King, Jr. Day	
<u>Wednesday, January 20</u> 6:00 p.m.	EMID Annual Joint Powers School Board Mtg.	Harambee Elementary School
<u>Thursday, January 21</u> 7:00 p.m.	MMS Jazz Band Concert	Chautauqua Center
<u>Monday, January 25</u> 10:00 a.m.-Noon	No School - Staff Development Kent Pekel Session	TBD
<u>Tuesday, January 26</u> 8:00 a.m.-Noon	AMSD Winter Conference	TIES Building, St. Paul
<u>Thursday, January 28</u> 6:00 p.m. 7:00 p.m.	School Board Personnel Committee Meeting School Board Study Session	District Education Center - Board Room District Education Center - Community Room

CALENDAR OF EVENTS

FEBRUARY		
DATE/TIME	MEETING/EVENT	LOCATION
<u>Tuesday, February 2</u> 8:00-9:30 a.m.	Mahtomedi High School Parent Information Meeting (<i>Cathy Dalton is scheduled to attend</i>)	Black Box Theater
<u>Wednesday, February 3</u> 6:00 p.m.	Northeast Metro 916 School Board Meeting	Bellaire School, White Bear Lake
<u>Thursday, February 4</u> 7:00 p.m.	School Board Meeting	District Education Center - Community Room
<u>Friday, February 5</u> 7:00 a.m. 7:30-9:00 a.m.	AMSD Board of Directors Meeting City Leaders Meeting	TIES Building, St. Paul District Education Center - Board Room
<u>Monday, February 8</u> 7:00 p.m.	MAEF Board of Trustees Meeting	District Education Center - Board Room
<u>Wednesday, February 10</u> 11:30 a.m.-12:30 p.m.	Mahtomedi Middle School Parent Association Mtg.	Mahtomedi Middle School – Room 115
<u>Monday, February 15</u>	No School - Presidents' Day Holiday	
<u>Tuesday, February 16</u> 6:30-8:30 p.m.	Community Education Parent Advisory Council Meeting (<i>Kevin Donovan is scheduled to attend</i>)	District Education Center - Board Room
<u>Friday, February 19</u> 7:30 p.m.	Wildwood Artist Series – <i>Monroe Crossing</i>	Chautauqua Center
<u>Thursday, February 25</u> 5:45 p.m. 7:00 p.m.	School Board Dinner Session School Board Study Session	District Education Center - Board Room District Education Center - Community Room
<u>Friday, February 26</u>	No School - Conferences	

Race to the Top
Frequently Asked Questions (FAQ)

Updated 12/9/09

General RTTT Questions

Q1. What is the deadline for signing up for RTTT?

R1. LEAs must submit a signed Memorandum of Agreement (MOA) by Wednesday, January 13, 2010 by 4:30 p.m. The MOA must be received by the Minnesota Department of Education by Wednesday, January 13, 2010 no later than 4:30 p.m. A signed copy may be delivered or sent by e-mail in a PDF format to rqtt.mde@state.mn.us. If a copy is sent by e-mail, the original copy must be sent by U.S. Mail to:

Lesley Hinz
Minnesota Department of Education
1500 Highway 36 West
Roseville, MN 55113

Q2. Why does MDE require LEA's to sign on now when the United States Department of Education ("USDE") application allows states the flexibility of allowing LEAs to opt-in 90 days after grant approval?

R2. Minnesota will not allow LEAs to participate after-the-fact for two reasons:

1. LEA participation in advance of the application deadline is a critical factor in scoring state applications and in ultimately determining the few states that will receive RTTT funding
2. Allowing LEAs to sign-up late would also reduce the funding available to LEAs who committed to participate in advance of the deadline

Q3. Once an LEA agrees to participate can it later decide to withdraw from participation?

R3. Yes. The MOA outlines the terms of participation and termination. If an LEA decides not to participate in RTTT, the federal RTTT funds will either be distributed to participating LEAs or returned to USDE.

Q4. Can any LEA participate in RTTT even if they have never been identified as needing improvement under *No Child Left Behind*?

R4. Yes. All LEAs are eligible to participate in the program.

Q5. How long will funding be available to LEAs?

R5. Funding for RTTT will be available for four years.

Q6. Do LEAs apply for each of the criteria (Standards and Assessment; Data Systems; Great Teachers and Leaders; and Turnaround Struggling Schools) individually or is this a comprehensive application to all of the components of the grant?

R6. RTTT is a comprehensive application. Participating LEAs must implement the first three criteria (Standards and Assessments; Data Systems; and Great Teachers and Leaders) and must participate in the fourth criteria (Turnaround Struggling Schools) if they have an identified school as persistently low performing. There are both mandatory and optional activities in each of the first three criteria.

Q7. How will the program funding be sustained given the state's current and projected budget deficit?

R7. Participating LEAs will receive state and local funding for participating in the Q Comp program. The Q Comp program provides \$260 per student in state and local revenues for implementation, and many of the RTTT activities are aligned to the Q Comp program. In addition, some activities are considered one-time expenditures (such as data systems) and permanent funding will not be necessary.

Q8. Is all the grant money in addition to current federal and state funding formula?

R8. Yes, RTTT could mean more than \$200 million for participating LEAs.

Q9. If we choose not to participate, what happens to our funding?

R9. RTTT funding is based on the number of participating LEAs; therefore, funding will be re-allocated to participating LEAs or returned to USDE.

Q10. How much time will a participating LEA have to implement all components?

R10. The timeline for implementation is available in the MOA.

Q11. Why are concurrent enrollment programs not included in the grant?

R11. USDE is requiring states to use programs with proven research in improving student achievement, particularly for minority students. While Minnesota has strong concurrent enrollment programs, it does not have adequate research regarding access and rigor of the programming.

Assurance #1: Standards and Assessments

Q1.1. Will there be more rapid turnaround for the MCA-II data?

R1.1. The intention is the next generation of assessments – the MCA-IIIs starting with mathematics in 2011 – will have a much wider testing window. Once the inaugural test had been developed in the 2010-11 school year, our expectation is that results will be available within 72 hours of the assessments. The current plan is that a student could participate in the exam up to three times and the highest score would be used for Adequate Yearly Progress (AYP) calculations. The formative or interim assessment data will be made available within 72 hours after administering the assessment.

Q1.2. Will the state determine a defined testing window for the formative or interim assessments?

R.1.2. No. The LEAs will determine when the formative or interim assessments are delivered and administered.

Q1.3. Does MDE have a list of approved vendors for the interim assessments?

R1.3. MDE will approve 1-3 vendors, and LEAs will have access to these vendors. MDE will go through an RFP process to approve vendors. Participating LEAs will receive RTTT funding for the formative assessments.

Q1.4. How many states are involved in the common core standards initiative?

R1.4. 48 states and three territories are involved in the common core standards initiative.

Q1.5. Will all LEAs be subject to the new common core standards regardless of participation in RTTT?

R1.5. Yes. Participating LEAs will receive resources and support for implementing the new common core standards.

Q1.5. Will schools not taking part in RTTT still have access to the Educational Portal updates?

R1.5. Yes. Participating LEAs will receive resources and support in the form of professional development and data coaches.

Assurance #2: Data Systems

Q2.1. If we already have good data analysis tools and web-based dashboard tools in place for our teachers and principals, do we have to use the state tools?

R2.1. No, although all LEAs (participating and non-participating) will be required to submit and enter data into the State's Longitudinal Data System (LDS).

Q2.2. We have one hour per week of job-embedded professional (PLC time) focusing on student data. Can this count toward the five days per year?

R2.2. Yes, if the PLC time aligns with the criteria and activity in the RTTT plan. LEAs should make a notation on their MOA if they already undertake activities outlined in the RTTT plan.

Q2.3. Will the P-20 Longitudinal Data System (LDS) replace existing data systems used by LEAs?

R2.3. Yes.

Assurance #3: Great Teachers and Leaders

Q3.1. Why is the state linking the RTTT plan to Q Comp?

R3.1. The RTTT application requires that applicants differentiate teacher and principal evaluation and compensation. The state of Minnesota is in a unique position to receive full or a large share of points on the criteria which may result in a winning application. In addition, since the state of Minnesota will likely receive few points on the alternative pathways criteria, as compared to other competitive states, it will be necessary to enhance the state's application by including the Q Comp requirements.

Q3.2. Will any of this funding be tied to the current Q Comp model? Is it intended to replace that model?

R3.2. The RTTT funding tied to the current Q Comp model is intended to enhance the current model by allowing principals to participate, increasing professional development time and strengthening the overall model.

Q3.3. What is the deadline for participating in the Q Comp program?

R3.3. LEAs must develop and agreed to a Q Comp plan no later than July 1, 2012 for the 2012-13 school year. School districts may enter the program earlier, and Minnesota Statute section 122A.414 allows districts and local unions to re-open existing master agreements for the purpose of developing and implementing Q Comp.

Q3.4. Will LEAs be able to participate in RTTT even if the Q Comp plan is not implemented prior to July 1, 2012.

R3.4. Yes. However, LEAs who do not negotiate a Q Comp plan by July 1, 2012 will be disallowed from further participation in the RTTT program. The remaining RTTT funding will be re-allocated to other participating LEAs or returned to USDE.

Q3.5. If an LEA is currently not participating in Q Comp, can they commit and apply and how might they get involved?

R3.5. LEAs must develop and agreed to a Q Comp plan no later than July 1, 2012 for the 2012-13 school year. School districts may enter the program earlier, and Minnesota Statute section 122A.4144 allows districts and local unions to re-open existing master agreements for the purpose of developing and implementing Q Comp.

Q3.6. Is there anything LEAs in the Q Comp development phase should be considering?

R3.6. The most significant change in the development phase of Q Comp is including principals in the program. Otherwise, the development phase should not be dramatically different from past years.

Q3.7. Will Q Comp funds continue to be available in addition to RTTT funds?

R3.7. Q Comp funds will be available up to the 55% student enrollment cap on participation. Currently, the enrollment cap is around 33% of students enrolled.

Q3.8. For non-Q Comp districts, what is the process for getting the local union's buy-in to submit an application for RTTT. Is that a separate vote?

R3.8. The RTTT application only requires a signature from an authorized person of the LEA. It does not require a separate vote of the teachers. However, the Minnesota Department of Education strongly encourages the LEA to seek teacher input and signature on the MOA. The LEA and local representative of teachers may decide to enter into a separate MOA.

As it relates to the Q Comp program, the state statute does require signatures from both the district and representatives of teachers.

Q3.9. Will it be requirement that LEA's participate in some form of Q Comp? If so, will there be any exceptions?

R3.9. No, participating LEAs must fully participate in Q Comp.

Q3.10. Will you please provide clarification on how Q Comp will need to be structured under this grant? Will it follow the same requirements as currently? What are the additional requirements that were mentioned?

R3.10. LEAs participating in RTTT will adopt enhanced Q Comp implementation; including: requiring principal participation, strengthening teacher evaluations and professional development, ensuring performance is differentiated by student growth and adding Peer Assistance and Review for principals and teachers.

Q3.11. How will the state handle the situation if a large number of schools participate in Q Comp and that amount is greater than the amount allocated for Q comp currently for Q Comp?

R3.11. The State will re-assess the situation if demand for participation is larger than the current 55% student enrollment cap.

Q3.12. If we participate in Q-comp do we receive the state Q Comp funding and the funds from the grant?

R3.12. Yes. LEAs will qualify for \$260 per student in state and local revenues under the Q Comp program.

Q3.13. What are the differences in criteria and purposes of the proposed tiers of teacher licensure?

R3.13. The Minnesota Board of Teaching will determine the criteria by promulgating new rules and will have a public process in developing the new teacher licensure rules. LEAs are encouraged to participate in this process.

Q3.14. If all teachers are "continuing", how do we identify who our master teachers are?

R3.14. The Board of Teaching will set the determinations for master teachers through the rulemaking process. LEAs are encouraged to participate in the process.

Q3.15. Will non-participating LEAs be subject to the same licensing provisions for teachers and principals?

R3.15. Yes. All LEAs will be subject to new licensing rules if the Board of Teaching promulgates new rules. Participating LEAs will have access to resources to communicate and support the new licensure changes.

Q3.16. What is meant by reporting principal and teacher evaluation results, when and where available?

R3.16. All LEAs will be required to report principal and teacher evaluation results as part of the State Fiscal Stabilization Funds. The reporting period will begin during the 2010-11 school year. More information will be forthcoming from the Minnesota Department of Education.

Q3.17. When will teacher and principal training occur?

R3.17. RTTT includes opportunities for teacher and principal training to occur during the work day, during breaks and throughout the summer.

Q3.18. Would the grant covered staff to implementation strategies?

R3.18. Yes. It is the intent of RTTT to assist districts in implementing the strategies outlined in the grant, and LEAs may use their RTTT allocation to hire staff necessary to implement the strategies and activities.

Q3.19. Student services positions (e.g., counselors, social workers, school nurses, etc) have not been mentioned. Will these positions fall under the same requirements as teachers and principals?

R3.19. Yes. Counselors, social workers, school nurses, etc. are included in the teacher bargaining unit in Minnesota.

Q3.20. If all teachers are "continuing", how do we identify who our master teachers are?

R3.20. The Board of Teaching will set the determinations for master teachers through the rulemaking process. LEAs are encouraged to participate in the process.

Q3.21. Are improved teacher and principal prep programs and alternative certification in direct conflict with each other?

R3.21. No. The RTTT plan requires that both traditional and alternative preparation programs are rigorous and comprehensive.

Assurance #4: Turn Around Struggling Schools

Q4.1. Concerning the qualification of the 30-40 schools in the criteria that you outlined, will this opportunity then only be available to those 30 to 40 schools that meet that specific criteria? Or will there be some funding/opportunity available to the broader group?

R4.1. The Turn Around Struggling Schools criteria only applies to the 30-40 schools that will be identified under the criteria set forth by USDE. However, all school districts will have the opportunity to access funding for the remaining assurances.

Q4.2. Will schools in need of AMAO turn around support be included in this opportunity?

R4.2. RTTT is available to all LEAs in Minnesota. If the AMAO identified school meets the criteria "persistently low-achieving" the school will receive specific assistance under the Turnaround Struggling Schools criteria. However, RTTT will provide assistance to

states to improve education overall and achievement for their students. Minnesota's plan specifically includes a review Minnesota's current English Language Proficiency Standards (ELP) along with far-reaching professional development opportunities.

LEA Preliminary Minnesota Race To The Top Funding Estimate

As of 12/14/2009



Estimated RTTT Strategy Cost*

Estimated cost to implement Race To The Top Strategy (not including Turnaround Schools) \$ 757,819

RTTT Strategy Funding Sources

Estimated Title I RTTT 50% by Title I formula \$ 63,455

Estimated RTTT state supplemental funds* (if required) \$ 694,364

Range of Estimated Total RTTT Funding*

Low (90% of current estimate) \$ 682,037

Medium \$ 757,819

High (110% of current estimate) \$ 833,601

*Student Pop.
e 50-60% Participation of School Districts*

Range of Additional Q Comp Funding (if not in Q Comp)

	Projected Enrollment	
Year 1 Funding	3,212	\$ 835,120
Year 2 Funding	3,187	\$ 828,620
Year 3 Funding	3,142	\$ 816,920
Year 4 Funding	3,142	\$ 816,920
TOTAL potential additional Q Comp funding	3,171	\$ 3,297,580

Medium Estimated Total RTTT Funding* \$ 757,819

Total potential additional Q Comp funding + \$ 3,297,580

Expected Total Incremental Funding through RTTT participation \$ 4,055,399

\$ 189,455 annually

* Note that LEAs receiving state supplemental funds will receive additional state supplemental funds if they have a "persistently lowest-achieving school"

**Memorandum of Agreement
State Educational Agency and Local Educational Agency
Race to the Top Program**

State Educational Agency: Minnesota Department of Education

Local Educational Agency: _____

[Insert name of LEA above]

STATEMENT OF PURPOSE

The purpose of this Agreement is to establish the responsibilities of the State Educational Agency ("SEA") and Local Educational Agency ("LEA") as required under the federal Race to the Top ("RTTT") program. The RTTT program is part of the American Recovery and Reinvestment Act of 2009. This Agreement outlines the responsibilities and roles of a participating LEA in the implementation of an approved Race to the Top program. The SEA will be notified in April 2010 by the United State Department of Education ("USDE") if the grant is awarded, and implementation will begin with the 2010-11 school year.

Minnesota Department of Education ("MDE") requires that all LEAs in Minnesota that plan to participate in the RTTT Program sign and return this Memorandum of Agreement by January 13, 2010. MDE will not accept Agreements after the stated deadline. A signed Agreement is not effective if the SEA is not awarded RTTT grant funds.

SCOPE OF WORK

The Scope of Work is found in Exhibits 1, 2 and 3 of the Agreement.

PARTICIPATING LEA REQUIREMENTS

In assisting the SEA in implementing the tasks and activities in the State's RTTT plan, the Participating LEA sub-grantee will:

1. Implement the LEA plan as identified in Exhibits 1, 2 and 3 of this Agreement;
2. Actively participate in all relevant meetings and events that are organized and sponsored by the SEA or USDE, which will include progress of the RTTT plan and other related matters;
3. Post to any website specified by the State or USDE, in a timely manner, all non-proprietary products and lessons developed using funds of this grant conducted by the SEA or USDE; and
4. Be responsive to the SEA or USDE requests for information including the status of the project, project implementation, outcomes or problems anticipated or encountered.

STATE RESPONSIBILITIES

In assisting Participating LEA in implementing their tasks and activities described in the State's Race to the Top application, the State grantee will:

1. Work collaboratively with and support the Participating LEA in carry out the LEA plan as identified in Exhibits 1, 2 and 3 of this Agreement;
2. Timely distribute the LEA's portion of the Race to the Top grant funds during the course of the project period and in accordance with the LEA plan;
3. Provide feedback on the LEA's status updates, annual reports, any interim reports, and project plans and products; and
4. Identify sources of technical assistance for the RTTT plan.

JOINT RESPONSIBILITIES

1. The SEA and the Participating LEA will each appoint a key contact person for the Race to the Top program and will remain in frequent contact should the SEA receive grant funding from USDE;
2. SEA and Participating LEA grant personnel will work together to determine appropriate timelines for project updates and status reports throughout the entire grant period; and
3. SEA and Participating LEA grant personnel will negotiate in good faith to continue to achieve the overall goals of the State's RTTT grant, even the SEA plan or LEA plan require modifications.

SEA RECOURSE FOR LEA NON-PERFORMANCE

If the SEA determines that the Participating LEA is not meetings its goals, timelines, budget, annual targets or is not fulfilling other applicable requirements, the State grantee will take appropriate enforcement action, which could include a collaborative process between the SEA and Participating LEA, or any enforcement measures that are detailed in 34 CFR section 80.43. In the case of non-compliance, the SEA shall give notice to the LEA of 30 days to correct the areas of non-compliance. If the LEA fails to correct the non-compliance, the SEA shall withhold or cancel RTTT funds.

ASSURANCES

The Participating LEA hereby certifies and represents that it:

1. Has the requisite power and authority to execute the MOA;
2. Is committed to implement the LEA RTTT plan;
3. Agrees to participate and implement the mandatory provisions of the RTTT plan, as outlined in Exhibit 1.
4. Will provide a Final Scope of Work to be attached to this Agreement as Exhibit 4 only if the SEA's RTTT application is approved and funded and will do so within 90 days after the grant is awarded in the form and manner prescribed by the SEA; and

5. Will comply with all the terms of the RTTT grant and all applicable Federal and State laws and regulations, including laws and regulation applicable to RTTT, and the applicable provisions of EDGAR (34 CFR Parts 75, 77, 79, 80, 82, 84, 85, 86, 97, 98 and 99).

MODIFICATIONS

This Agreement may be amended by written agreement signed by each of the parties involved, and in consultation with USDE.

DURATION/TERMINATION

This Agreement shall be effective, beginning with the date of the last signature hereon, and if a grant is received, ending upon the expiration of the grant project period, or upon mutual agreement of the parties, whichever occurs first. This Agreement is not effective if the SEA is not awarded RTTT grant funds.

SIGNATURES

LEA Superintendent (or equivalent authorized signature) – required

Signature / Date

Print Name / Title

Chair of School Board – optional but strongly encouraged

Signature / Date

Print Name / Title

Local Representative of Teachers – optional but strongly encouraged

Signature / Date

Print Name / Title

Authorized State Official – required

Signature / Date

Print Name / Title

Mahtomedi School Board and Administration Leadership Plan 2009-2010

Working Document – Update January 6, 2010

Priority	Challenge/Topic	Board Role/ Desired Results	Admin Process/Strategies
1	<p>Conduct Bond Election for Facility Improvements as defined in Flex Option Plan:</p> <p>Replacement of Wildwood School and District-Wide Facility Improvements for safety, energy efficiency, and instructional improvements.</p>	<p>Approve resolution for bond election April 2010 (approval February 4, 2010)</p> <p>Participate in community engagement activities in support of bond election</p> <p>Serve in liaison role with election committee</p>	<p>Complete the task analysis of 170 actions as defined in the Mahtomedi Master Planning Document prior to the April 2010 election date (District Administration)</p> <p>Completion date: May 1, 2010</p>
1A	<p>Community Engagement</p>	<p>Participate in community engagement process related to bond election and listening sessions beginning February 2010.</p>	<p>Plan process for gaining community input in the spending reduction plan for 2011-2012. Recruit staff and community participation on the advisory committee. Begin team meetings by September 2010 and complete report to School Board Finance Committee and Superintendent by February 1, 2011. (District Administration)</p> <p>Host coffee listening sessions with PTO from each school on an ongoing basis from February 2010 through May 2010. (Superintendent, Assistant Superintendent)</p> <p>Continue development and use of satisfaction surveys with students and parents and use feedback for improvement. (Principals and Directors)</p>

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Mahtomedi School Board and Administration Leadership Plan 2009-2010

Priority	Challenge/Topic	Board Role/ Desired Results	Admin Process/Strategies
			Host community meetings to involve key community members in learning about the Mahtomedi Engineering Leadership Program and the linkage to facility improvement planning. (Superintendent and Assistant Superintendent)
2	Spending Reduction Process for Economic Stability	Approve the spending reductions by May 2010.	<p>Identify and prioritize a list of spending reductions and present to School Board at regular meetings in March and April. Adoption by May 2010. (District Administration)</p> <p>Spending reduction target of \$1 million will consist of \$700,000 in savings from the schedule changes at middle school and high school. The remaining \$300,000 will be identified by administration prior to the regular school board meeting March 11, 2010. (District Administration)</p> <p>Seek ways for Community Ed to provide options when a reduction in curriculum is needed to balance the budget. (Assistant Superintendent and Director of Community Education)</p>
2A	High School Schedule	Hear monitoring report(s) on the transition from Block Schedule to Six Period Schedule	Lead the planning and preparation work of teachers for implementation September 2010. Master

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Mahtomedi School Board and Administration Leadership Plan 2009-2010

Priority	Challenge/Topic	Board Role/ Desired Results	Admin Process/Strategies
		at the high school.	schedule will be developed and student registration begins January 2010. (Assistant Superintendent and High School Principals)
2B	Middle School Schedule	Review and adopt middle school curriculum/required courses by February 4, 2010.	Develop middle school curriculum proposal by February 4, 2010. Revise curriculum choices to fit a new daily schedule for 2010-2011 as approved by school board. (Assistant Superintendent and Middle School Principals)
2C	Negotiations	Set parameters for teacher negotiations with district negotiations team.	Administrators will be represented on the district negotiations team. Director of Business Services will co-lead the process with district attorney.
3	Vision/Mission	<p>Vision: "all students ready for college" theme proposed</p> <p>Adopt vision and performance standards for school system, i.e., "By 2012, all students will...."</p>	In partnership with School Board and staff, identify operational statements that set standards for performance for schools and school system using data from October 2009 Annual Performance Report.

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Mahtomedi School Board and Administration Leadership Plan 2009-2010

Priority	Challenge/Topic	Board Role/ Desired Results	Admin Process/Strategies
		Adopt vision and performance standards at April 2010 Regular School Board Meeting	Kent Pikel session offered for high school staff on January 25. Identify and convene a collaborative team that includes representatives of the school board, staff/community in defining the vision, mission and performance standards for the school system. Three meetings (Feb-March-April) (Superintendent and Assistant Superintendent)
4	Superintendent and Board Relations	Under leadership of School Board Chair or designee, review and improve school board policies and school board norms, and assess school board performance with MSBA School Board Standards.	Superintendent provides bi-weekly reports to school board on leadership activities to meet goals of District Leadership Plan.
5	Teaching and Learning	Provide direction through policy changes and improvements	<p>See Balanced Scorecard for more detailed information regarding student performance at each learning site.</p> <p>At the 2008 Data Retreat, administrators identified a system issue that we addressed this year through improved education strategies. 2008-2009 MAP assessments indicated that some students in the top 25 percent of academic achievement (high achievers) were not reaching their expected growth targets at the same rate as other quartiles. Students in the lowest quartiles gained the most growth or the highest percentage of growth. Structures like</p>

Mahtomedi School Board and Administration Leadership Plan 2009-2010

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Priority	Challenge/Topic	Board Role/ Desired Results	Admin Process/Strategies
			<p>math and literacy blocks and differentiated instructional strategies have helped, however, we need additional instructional strategies to be successful with all students.</p> <p>Scatter grams of student assessment results indicate small groups of high achieving students need more challenge in their curriculum.</p> <p>We need to adopt new state science standards, within which are embedded engineering standards, and revise our district science curriculum.</p> <p>Language Arts curriculum adoption, new standards, emphasis on writing in the content areas, will help us address this outside of math and reading.</p> <p>Student Support Services – Strengthen intervention system for students considered in Tier 2 and 3 with a goal of no more than 5 percent of students from a grade level receiving Tier 3 services.</p>
5A	Mahtomedi Engineering Leadership Program	Approve curriculum improvements as recommended by administration	Host community meetings to involve key community members in learning about the Mahtomedi Engineering Leadership Program and link to facility improvement planning.

Mahtomedi School Board and Administration Leadership Plan 2009-2010

Priority	Challenge/Topic	Board Role/ Desired Results	Admin Process/Strategies
5B	Technology	Set date/ ballot question for renewal of levy prior to expiration December 2011	Identify targets for improvement related to district vision. How might on-line learning assist our vision for students? Align STEM 6-12 through the work of a 6-12 teacher committee.
5C	Integration District	Agreement approved September 2009	Lead the implementation of the integration plan. Consider models for improving student success, creating classroom partnerships, combined staff development sessions, and partnerships with Century College and other area colleges that increase the likelihood that students complete high school and are ready for college or successful employment.
5D	Quality Compensation Plan with teachers	Approve the scope of the plan December 2009	Link the greater need for differentiation of instruction with the work of Q-Comp coaches. Walk-through by principals provides evidence that we are meeting the individual needs of students in all classrooms.
5E	Staff Development	Adopt annual staff development plan as developed and recommended by staff development committee/administration	Align staff development plan and program with district goals.

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Mahtomedi School Board and Administration Leadership Plan 2009-2010

Priority	Challenge/Topic	Board Role/ Desired Results	Admin Process/Strategies
6	Policy Work -Customer Service --Graduation Requirements -Board Governance -Credits offered in Community Education Policy 427 – Instructional Assignments	Adopt customer service policy Adopt recommended changes to graduation requirements (September 2009) Review, comment and adopt revisions to Policy 427 recommended by administration Adopt policy on school board governance	Graduation Requirements – present plan for change based on new state requirements and district preference due to schedule and cost. Credits offered in Community Education – quality choices offered by qualified staff for a fee. Is this a place for site-based legislation and Education Evolving? In high school, credits in math (geometry), world language, In middle level, offer family and consumer science Identify on-line choices for students Policy 427 needs revision to reflect current practice of administrators in the selection of highly qualified staff
7	Data Retreat -Balanced Scorecard	Read Report, ask questions and help with new insights Develop a scorecard for the school board development plan (professional development, community engagement, economic stability). OR add a school board	Administration prepares document for board to review in advance of retreat and seeks questions prior to the data retreat session. Provide an introduction to the scorecard in advance of discussion of results

Mahtomedi School Board and Administration Leadership Plan 2009-2010

Priority	Challenge/Topic	Board Role/ Desired Results	Admin Process/Strategies
		component to each arena on the current scorecard.	Provide an opportunity for school board members to observe a professional learning community in action.
8	Communication Plan -H1N1 Process -media alerts -brand standards for all communications in the district	Review Plan prepared by Superintendent, administration and communication coordinator Does the board value (and read) the monthly board reports from principals and directors?	One press release or media alert weekly (events, student awards, staff recognition, district operations) Administrators will get the news to Carrie at least ten days ahead of event. Carrie will send a monthly alert to each admin to request media information. Press release will be developed in 24 hours. Carrie makes the final decision on newsworthiness. H1N1 Virus preparation: School nurse primary contact with County public health officials. Communication to all parents regarding prevention and intervention efforts. Superintendent will work directly with school nurse. We will monitor daily attendance and student health reports. We will notify parents when the rate of student absence increases by 30 percent. All custodians disinfect two times per week in all classrooms.

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Mahtomedi School Board and Administration Leadership Plan 2009-2010

Priority	Challenge/Topic	Board Role/ Desired Results	Admin Process/Strategies
9	Administrator Evaluation	Adopt revised policy based on improvements recommended by administration	Review policy, policies from other districts, and recommendations from national resources. Write goals for the year based on leadership plan and school/site needs. Assist in the revision of current district policy. Improvements in the policy may include a three-year cycle for professional review. Use the National Staff Development Council standards (Innovation Configurations) for professional practice as a guide for ongoing reflection and review. Goals written by Data Retreat. Mark W and Nicole will work on a format for documenting the review meetings in the personnel file.



Member _____ introduced the following resolution and moved its adoption:

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

WHEREAS, the financial condition of the school district because of declining enrollment and corresponding state reductions in revenue dictate that the School Board may need to reduce expenditures for the 2010-2011 school year, and

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

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

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

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

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

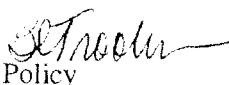
Minnesota Department of Education


DATE: January 3, 2010

TO: Superintendents
Special Education Directors
Paraprofessionals

Building Principals
Title 1 Directors

FROM: Alice Seagren
Commissioner

Barbara L. Troolin, Ph.D. 
Director, Special Education Policy

Jessie Montano 
Director, NCLB Programs

Joan Breslin Larson
Supervisor, Special Education Policy

RE: Paraprofessional Recognition Week, January 18-23, 2010

Governor Tim Pawlenty has proclaimed the week of January 18-23, 2010, as Paraprofessional Recognition Week. As part of the celebration of this event, the Minnesota Department of Education is sharing the Governor's Proclamation and strategies that schools may use to honor and recognize paraprofessionals.

Paraprofessionals are individuals who work in a variety of positions in a school district. Their roles include, but are not limited to, those who work as instructional assistants, Title 1 Paraprofessionals, pupil support assistants, special education paraprofessionals, job coaches, lunch room and playground assistants, hall monitors, media center assistants and more!

During Paraprofessional Recognition Week, it is appropriate to recognize and celebrate the contributions of paraprofessionals working in schools. Here are some suggestions:

- Encourage school staff to visit with paraprofessionals and acknowledge their contributions.
- Send information home to parents and students acknowledging the role of paraprofessionals.
- Recognize your school's paraprofessionals with appropriate tokens of appreciation such as a certificate, a handwritten note acknowledging contributions, etc.
- Award priority parking in the parking lot to a paraprofessional for a day or a week.
- Construct a bulletin board at school highlighting the contributions of paraprofessionals.
- Serve refreshments in the school for parents, faculty and administration to gather and recognize the paraprofessionals working in the school.
- Highlight Paraprofessional Recognition Week in the school or district newsletter.
- Acknowledge paraprofessionals' contributions through school newsletter articles highlighting the work of one or more paraprofessionals.
- Invite local radio stations to broadcast the names of paraprofessionals, the school in which they work, and the scope of their work.
- Recognize one or two paraprofessionals each day of the week, announcing their name and role in the school during daily announcements.
- Organize an appreciation tea or lunch for paraprofessionals that is served by school administrators and teachers to be held during Paraprofessional Recognition Week.
- Introduce and thank paraprofessionals in front of the school community.

Please share this certificate and information with your staff. For additional information on paraprofessionals and staff development opportunities for paraprofessionals, please visit <http://ici2.umn.edu/para/>.

CERTIFICATE OF



COMMENDATION

PARAPROFESSIONAL RECOGNITION WEEK
JANUARY 18 – 23, 2010

⌘ *This certificate is presented as recognition to the more than 25,000 paraprofessionals working in Minnesota schools and educational programs. Therefore, with the appreciation and respect of the people of Minnesota, we recognize:*



I have hereunto set my hand and caused the Great Seal of the State of Minnesota to be affixed at the Capitol in the City of Saint Paul, January 4, 2010.


TIM PAWLENTY
GOVERNOR

STATE OF MINNESOTA
OFFICE OF THE GOVERNOR

CHECK REGISTER

Dec-09

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364500	Clear	\$83.00	12/03/09	00066	AIM ELECTRONICS INC
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364502	Clear	\$335.37	12/03/09	00363	ANGELA BUCKINGHAM
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364505	Clear	\$191.65	12/03/09	01733	ANNE MILLER
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364507	Clear	\$89.00	12/03/09	00172	ASCD
364508	Clear	\$254.22	12/03/09	00175	ASSET RECOVERY CORPORATION
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364526	Clear	\$90.00	12/03/09	07768	CHRISTINA AUDIE
364527	Clear	\$126.50	12/03/09	05926	CHRISTOPHER MOORE
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364536	Clear	\$1,302.00	12/03/09	00678	DOMINO'S PIZZA
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364538	Clear	\$8.00	12/03/09	07780	DORIAN GRILLEX
364539	Clear	\$240.00	12/03/09	00696	DRAMATISTS PLAY SERVICE INC
364540	Clear	\$815.43	12/03/09	06246	EAGAN SHIRT WERKS & PROMOTIONALS INC
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364542	Clear	\$249.93	12/03/09	02404	EDIE SCHMIDT
364543	Clear	\$149.05	12/03/09	00747	EDUCATORS PUBLISHING SERVICE
364544	Clear	\$10.00	12/03/09	07764	EDWARD BURCHELL
364545	Clear	\$219.80	12/03/09	07112	ELECTRICAL MECHANICAL SERV.INC
364546	Clear	\$766.00	12/03/09	03241	ELECTRONIC DESIGN CO
364547	Clear	\$76.00	12/03/09	00763	ELLISON EDUCATIONAL EQUIP INC
364548	Clear	\$490.00	12/03/09	03969	ENERGYWISE CONSULTING,LLC
364549	Clear	\$1,225.00	12/03/09	07629	ERIC JOHNSON
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CHECK REGISTER

Dec-09

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364576	Clear	\$19,604.25	12/03/09	03378	KELLY SERVICES, INC
364577	Clear	\$75.00	12/03/09	03107	KNUTSON FLYNN & DEANS
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364579	Clear	\$53.66	12/03/09	05948	LEAH WYNVEEN
364580	Clear	\$248.00	12/03/09	05495	LIFELINE AMPLIFICATION SYSTEMS
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364582		\$99.95	12/03/09	03706	LINDA'S LINKS TO LITERATURE
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364584	Clear	\$5,941.01	12/03/09	03182	MADISON NATIONAL LIFE
364585	Clear	\$705.95	12/03/09	01557	MAHTOMEDI AUTO SERVICE
364586	Clear	\$170.18	12/03/09	02469	MARIANNE SHEMA
364587	Clear	\$56.10	12/03/09	01101	MARY JO HEI
364588	Clear	\$307.75	12/03/09	01139	MATTHEW HOFFMAN
364589	Clear	\$39.27	12/03/09	01683	MENARDS
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CHECK REGISTER

Dec-09

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364621	Clear	\$353.75	12/03/09	02406	SCHMITT MUSIC COMPANY
364622	Clear	\$172.35	12/03/09	03467	SCHOOL SPECIALTY
364623	Clear	\$1,100.00	12/03/09	07781	SCHWAN SUPER RINK
364624	Clear	\$46.05	12/03/09	02441	SCIENCE KIT LLC
364625	Clear	\$199.00	12/03/09	02599	SDR-STAFF DEVELOPMENT RESOURCES
364626	Clear	\$6,000.00	12/03/09	02451	SEDEY & ASSOCIATES INC
364627	Clear	\$11.80	12/03/09	07770	SHAUN HALLAND
364628	Clear	\$1,300.00	12/03/09	03123	SHEILA MERZER M A
364629	Clear	\$200.43	12/03/09	02474	SHIFFLER EQUIPMENT SALES INC
364630	Clear	\$1,090.84	12/03/09	02483	SIEMENS INDUSTRY, INC
364631	Clear	\$75.00	12/03/09	07133	SILVER HARMONY SINGERS
364632	Clear	\$203.00	12/03/09	05557	SOUTH ST PAUL HIGH SCHOOL
364633	Clear	\$71.43	12/03/09	03849	STACY WENDORFF
364634	Clear	\$51.80	12/03/09	00553	STAPLES
364635	Clear	\$444.57	12/03/09	00553	STAPLES/CORPORATE EXPRESS
364636	Clear	\$2,720.00	12/03/09	02658	SUCCESS BEYOND THE CLASSROOM
364637	Clear	\$999.95	12/03/09	04111	SUNBURST TECH CORP./ SMARTERVILLE EDUCATIONAL
364638	Clear	\$49.85	12/03/09	03447	TAMARA TERMAN
364639		\$100.03	12/03/09	02128	TERESA PETERSON
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364641	Clear	\$159.00	12/03/09	04551	THE GOODPRINTER
364642	Clear	\$135.00	12/03/09	02135	THE PIANO WORKS
364643	Clear	\$535.95	12/03/09	02745	THYSSENKRUPP ELEVATOR
364644	Clear	\$347.60	12/03/09	02748	TIES
364645	Clear	\$534.43	12/03/09	07727	TOWNSEND PRESS
364646	Clear	\$272.28	12/03/09	02784	TRI STATE BOBCAT INC
364647	Clear	\$618.09	12/03/09	02785	TRIARCO
364648	Clear	\$755.53	12/03/09	03345	TRIO SUPPLY CO
364649	Clear	\$104.61	12/03/09	07774	TUU MOIMOI
364650	Clear	\$3,190.00	12/03/09	02825	UNIVERSITY OF MINNESOTA
364651	Clear	\$800.14	12/03/09	06936	VARITRONICS/BRADY WORLDWIDE INC
364652	Clear	\$74.06	12/03/09	02858	VERIZON WIRELESS
364653	Clear	\$31.57	12/03/09	02858	VERIZON WIRELESS
364654	Clear	\$60.67	12/03/09	02858	VERIZON WIRELESS
364655	Clear	\$608.88	12/03/09	02873	VOSS LIGHTING
364656	Clear	\$249.95	12/03/09	06365	VOYAGER LEARNING
364657	Clear	\$888.56	12/03/09	02889	WALMART COMMUNITY

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364658	Clear	\$2,348.42	12/03/09	02903	WASTE MANAGEMENT-BLAINE MN
364659	Clear	\$25.00	12/03/09	04085	WEST METRO EDUCATION PROGRAM
364660	Clear	\$170.00	12/03/09	07772	WILLIAM SOUDER
364661	Clear	\$44.85	12/03/09	06248	WOLVERINE SPORTS
364662	Clear	\$300.00	12/03/09	07766	WOODDALE FUN ZONE
364663	Clear	\$33,008.65	12/03/09	00723	XCEL ENERGY
364664	Clear	\$189.45	12/03/09	03017	XEROX CORPORATION
364665		\$935.57	12/03/09	06104	XPRESS
364666	Clear	\$2,195.00	12/03/09	03029	YOUTH FRONTIERS INC
364667	Clear	\$138.00	12/03/09	03044	ZERO TO THREE
364668	Clear	\$46,410.29	12/03/09	03248	I.S.D # 834 STILLWATER
364669	Clear	\$432.94	12/04/09	00094	AMERICAN FAMILY ASSURANCE
364670	Clear	\$278.90	12/04/09	01556	MAHTOMEDI AREA EDUC.FOUNDATION
364671	Clear	\$256.00	12/04/09	01740	MINN NCPERS GROUP LIFE INS
364672	Clear	\$9.90	12/04/09	01888	NATIONAL INSURANCE SERVICES
364673	Clear	\$687.50	12/04/09	02017	OFFICE & PROFESSIONAL
364674	Clear	\$783.84	12/04/09	02048	OPERATING ENGINEERS LOCAL #70
364675	Clear	\$67.08	12/04/09	01499	UNITE HERE LOCAL 17
364676	Clear	\$437.50	12/10/09	00049	ADVANCED SPORTSWEAR INC
364677		\$150.00	12/10/09	07791	ANDOVER HIGH SHCOOL
364678	Clear	\$106.36	12/10/09	00363	ANGELA BUCKINGHAM
364679	Clear	\$285.05	12/10/09	06010	ANN GALBUS
364680	Clear	\$74.00	12/10/09	07799	ANTHONY CZECH
364681	Clear	\$53.00	12/10/09	07797	ANTHONY GROFF
364682	Clear	\$53.00	12/10/09	07792	ASHLEY DEISTING
364683	Clear	\$225.20	12/10/09	05415	BETH LINDBERG
364684	Clear	\$47.00	12/10/09	02530	BETHANY SNEDEN
364685	Clear	\$284.21	12/10/09	00281	BIO CORPORATION
364686	Clear	\$100.80	12/10/09	05907	BIO-RAD LABORATORIES INC
364687	Clear	\$7,747.87	12/10/09	03340	BIX PRODUCE CO
364688	Clear	\$53.00	12/10/09	07144	BRIAN PETERS
364689	Clear	\$64.00	12/10/09	07802	BRIN NORTHWESTERN GLASS CO
364690	Clear	\$215.00	12/10/09	00370	BUREAU OF EDUCATION & RESEARCH
364691	Clear	\$133.98	12/10/09	00243	CAROL BENJAMIN
364692	Clear	\$106.57	12/10/09	07066	CASSANDRA HUBERTY
364693	Clear	\$46.83	12/10/09	00487	CLASSROOM DIRECT / SCHOOL SPECIALTY
364694	Clear	\$99.49	12/10/09	07299	COBORNSDELIVERS LLC
364695	Clear	\$6,417.00	12/10/09	00527	COMSTOCK & SONS INC
364696	Clear	\$317.61	12/10/09	00558	COURAGE CENTER
364697	Clear	\$1,138.00	12/10/09	00565	CRAGUN'S CONFERENCE & GOLF RES
364698	Clear	\$450.50	12/10/09	07088	CUSTOM WATER WORKS
364699	Clear	\$3,918.12	12/10/09	00599	DALCO
364700	Clear	\$70.00	12/10/09	07795	DALE GOULSON
364701	Clear	\$125.00	12/10/09	07803	DAVE ETTESVOLD
364702		\$80.00	12/10/09	07787	DEB ORLOFF
364703	Clear	\$43.88	12/10/09	00697	DEBORAH DRISCOLL
364704	Clear	\$6,381.20	12/10/09	03328	DIVERSIFIED SNACK DIVISION
364705	Clear	\$798.00	12/10/09	00678	DOMINO'S PIZZA
364706	Clear	\$979.00	12/10/09	04719	DOOR SERVICE CO OF THE TWIN CITIES INC
364707	Clear	\$360.00	12/10/09	00714	EAGLE SCREEN PRINTING
364708	Clear	\$53.00	12/10/09	04123	ELIZABETH OLSON
364709	Clear	\$110.99	12/10/09	06380	ELLEN SKAJA
364710	Clear	\$282.93	12/10/09	00787	ERICKSON OIL PRODUCTS INC
364711	Clear	\$8,947.58	12/10/09	06819	FIRST STUDENT

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364712	Clear	\$174.92	12/10/09	06697	FRATTALLONE'S ACE HARDWARE STORES
364713	Clear	\$739.95	12/10/09	01464	G&K SERVICES
364714	Clear	\$443.50	12/10/09	00916	GAMETIME
364715	Clear	\$5,666.00	12/10/09	04314	GIBSON INDUSTRIES
364716	Clear	\$15.00	12/10/09	07790	GRACE HOLKER
364717	Clear	\$19.35	12/10/09	01018	GROTH MUSIC
364718	Clear	\$117.70	12/10/09	04015	HAAN CRAFTS
364719	Clear	\$1,041.65	12/10/09	01038	HAAS MUSICAL INSTRUMENT REPAIR
364720	Clear	\$6,001.54	12/10/09	06935	HASTINGS CO-OP CREAMERY CO.
364721	Clear	\$383,576.18	12/10/09	01096	HEALTHPARTNERS
364722	Clear	\$61.86	12/10/09	00698	JAMES DRISCOLL
364723	Clear	\$54.64	12/10/09	01916	JANINE NELSON
364724	Clear	\$833.40	12/10/09	03464	JIM HERING
364725		\$105.00	12/10/09	07102	JOHN BLIN
364726	Clear	\$77.00	12/10/09	07222	JONATHAN VAALA
364727	Clear	\$74.00	12/10/09	06352	JOSEPH HARRIS
364728	Clear	\$138.60	12/10/09	05158	JULIE POOLER
364729		\$70.00	12/10/09	06431	KEITH ROCK
364730	Clear	\$9,051.00	12/10/09	03378	KELLY SERVICES, INC
364731	Clear	\$70.00	12/10/09	06265	KERRAN ANDERSON
364732	Clear	\$145.56	12/10/09	01372	KNOWLAN'S SUPER MARKETS
364733	Clear	\$2,226.62	12/10/09	03195	LASERPLUS, LLC
364734	Clear	\$82.04	12/10/09	00949	LAURIE GERVER
364735	Clear	\$281.00	12/10/09	04902	LCSC- LAKES COUNTY SERV.COOP
364736	Clear	\$4,047.81	12/10/09	03182	MADISON NATIONAL LIFE
364737	Clear	\$72.22	12/10/09	01557	MAHTOMEDI AUTO SERVICE
364738	Clear	\$200.00	12/10/09	05325	MAPLE GROVE HIGH SCHOOL
364739	Clear	\$70.00	12/10/09	07793	MARK BRUE
364740	Clear	\$77.00	12/10/09	07798	MARK CAREY
364741	Clear	\$37.96	12/10/09	01101	MARY JO HEI
364742		\$230.50	12/10/09	07703	MARY NEHER
364743		\$775.00	12/10/09	01609	MASA
364744	Clear	\$205.45	12/10/09	03725	MENTORING MINDS
364745	Clear	\$120.00	12/10/09	01699	METRO ECSU
364746	Clear	\$105.00	12/10/09	05996	MICHAEL COOPER
364747	Clear	\$9.58	12/10/09	01084	MICHELLE HATCHER
364748	Clear	\$87.84	12/10/09	03130	MIKE NIZIOLEK
364749	Clear	\$45.00	12/10/09	07783	MINNESOTA COMMUNITY ED.ASSN
364750		\$234.51	12/10/09	01681	NANCY MELQUIST
364751	Clear	\$33.10	12/10/09	02020	OFFICE MAX INC.
364752	Clear	\$55.00	12/10/09	04488	ORANGE TREE EMPLOYMENT SCREENING
364753	Clear	\$2,363.40	12/10/09	05985	PAMS LUNCHROOM LLC
364754	Clear	\$800.00	12/10/09	03538	PARTSTOCK COMPUTER
364755	Clear	\$92.04	12/10/09	00474	PAUL CHRISTENSEN
364756	Clear	\$53.00	12/10/09	06545	PAUL RITTENHOUSE
364757	Clear	\$1,472.00	12/10/09	03211	PCS REVENUE CONTROL SYSTEMS,INC
364758	Clear	\$964.13	12/10/09	07788	PICTURA GRAPHICS
364759	Clear	\$1,716.00	12/10/09	02141	PINE TREE APPLE ORCHARD
364760	Clear	\$360.95	12/10/09	02151	PLUNKETTS INC
364761	Clear	\$72.00	12/10/09	06012	PREMIUM WATERS INC
364762	Clear	\$233.48	12/10/09	02180	PRESS PUBLICATIONS
364763	Clear	\$2,134.17	12/10/09	07786	PROMOTIONAL ALLIANCE INC
364764	Clear	\$1,995.21	12/10/09	02227	QWEST
364765	Clear	\$53.00	12/10/09	07105	RAY BROWN

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364766	Clear	\$600.00	12/10/09	07784	RICHFIELD SR HIGH SCHOOL
364767	Clear	\$2,235.17	12/10/09	02160	ROBERT PONTIOUS
364768	Clear	\$129.00	12/10/09	07801	ROCHELLE HAWTHORNE
364769	Clear	\$110.00	12/10/09	04981	ROSEMOUNT HIGH SCHOOL
364770	Clear	\$53.00	12/10/09	07796	ROYCE BELL
364771	Clear	\$409.50	12/10/09	04434	SAIL LA VIE
364772	Clear	\$982.43	12/10/09	02363	SAM'S CLUB DISCOVER
364773	Clear	\$106.97	12/10/09	01127	SARAH HILL
364774	Clear	\$33.00	12/10/09	03642	SHELLEY MITCHELL
364775	Clear	\$127.98	12/10/09	02474	SHIFFLER EQUIPMENT SALES INC
364776		\$25.99	12/10/09	02533	SOCCER USA
364777	Clear	\$205.90	12/10/09	00553	STAPLES/CORPORATE EXPRESS
364778	Clear	\$1,149.85	12/10/09	03088	STEVE HAMMERSCHMIDT
364779	Clear	\$266.41	12/10/09	04176	SUNBURST CHEMICALS, INC.
364780	Clear	\$37.85	12/10/09	02664	SUPER DUPER PUBLICATIONS
364781	Clear	\$124.80	12/10/09	07214	TAG UP-RICHARD MARKETING INC
364782		\$71.50	12/10/09	07785	TERESA ROSEN
364783	Clear	\$129.00	12/10/09	06224	TERRY OLSON
364784	Clear	\$76.00	12/10/09	04551	THE GOODPRINTER
364785	Clear	\$475.00	12/10/09	06157	THERMEX CORP.
364786	Clear	\$52.00	12/10/09	07800	TOM ALBINDIA
364787	Clear	\$53.35	12/10/09	05393	TONYA KOSTUCH
364788	Clear	\$35.21	12/10/09	02785	TRIARCO
364789	Clear	\$15.52	12/10/09	02785	TRIARCO ARTS AND CRAFTS
364790	Clear	\$169.18	12/10/09	03345	TRIO SUPPLY CO
364791	Clear	\$23,734.70	12/10/09	06934	US FOODSERVICE INC
364792	Clear	\$382.69	12/10/09	02873	VOSS LIGHTING
364793	Clear	\$50.95	12/10/09	04788	WATER CARE
364794	Clear	\$600.00	12/10/09	02912	WELCH VILLAGE SKI AREA INC
364795		\$31.07	12/10/09	05949	WENDY GRANDLIENARD
364796	Clear	\$906.31	12/10/09	03209	WESTERN STATES ENVELOPE CO
364797	Clear	\$80.00	12/10/09	05875	WHITE BEAR LAKE HIGH SCHOOL
364798	Clear	\$530.00	12/10/09	02964	WILD MOUNTAIN
364799	Clear	\$8,931.17	12/10/09	03017	XEROX CORPORATION
364800	Clear	\$700.00	12/15/09	04342	WISCONSIN SCTF
364801	Clear	\$45.20	12/17/09	00009	AAA AWARDS
364802	Clear	\$4,026.00	12/17/09	04896	AIR COMFORT SOLUTIONS,INC
364803		\$72.00	12/17/09	07809	AMBER TURCOTTE
364804	Clear	\$354.74	12/17/09	06066	ANN CAPEDER
364805	Clear	\$2,860.00	12/17/09	01544	ANNICA INC.
364806	Clear	\$195.00	12/17/09	07805	BARBARA MCMICHAEL
364807	Clear	\$239.40	12/17/09	00260	BEST BUY BUSINESS ADVANTAGE ACCOUNT
364808		\$106.00	12/17/09	05535	BILL PETERSEN
364809	Clear	\$167.50	12/17/09	04574	BILL WEIGEL SIGNS
364810		\$150.00	12/17/09	04978	BROOKLYN CENTER HIGH SCHOOL
364811	Clear	\$134.50	12/17/09	00353	BROWN'S ICE CREAM
364812	Clear	\$20.00	12/17/09	06024	BRYAN THELL
364813	Clear	\$84.83	12/17/09	00415	CAROLINA SCIENCE AND MATH
364814	Clear	\$5.07	12/17/09	00427	CASH
364815	Clear	\$1,054.10	12/17/09	03115	CHARLES LINDERKAMP
364816	Clear	\$6,017.20	12/17/09	00406	CHASE CARD SERVICE/BANK ONE
364817	Clear	\$72.00	12/17/09	05203	CRAIG SUNDBERG
364818	Clear	\$1,578.00	12/17/09	00678	DOMINO'S PIZZA
364819	Clear	\$112.98	12/17/09	00862	DONNA FORBES

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364820	Clear	\$10.00	12/17/09	07814	DYLAN GRIMES
364821	Clear	\$868.00	12/17/09	00714	EAGLE SCREEN PRINTING
364822	Clear	\$6.95	12/17/09	00725	ECKROTH MUSIC COMPANY
364823	Clear	\$2,803.35	12/17/09	00767	EMC/PARADIGM PUBLISHING
364824	Clear	\$385.00	12/17/09	03969	ENERGYWISE CONSULTING,LLC
364825	Clear	\$625.00	12/17/09	07629	ERIC JOHNSON
364826	Clear	\$386.70	12/17/09	03087	ERIKA HAMMERSCHMIDT
364827	Clear	\$482.78	12/17/09	00803	EXPRESS PERSONNEL SERVICES INC
364828	Clear	\$79,075.28	12/17/09	06819	FIRST STUDENT
364829	Clear	\$13.15	12/17/09	02602	FRANCES STANG
364830	Clear	\$70.00	12/17/09	07810	GARY BINNS
364831	Clear	\$211.00	12/17/09	00991	GRAPHIC SOURCE INC
364832	Clear	\$130.00	12/17/09	03081	GRAY SEEVER
364833	Clear	\$219.25	12/17/09	01015	GRIZZLY
364834	Clear	\$50.74	12/17/09	00728	HELEN EDINGER
364835		\$115.00	12/17/09	01173	HUMAN SERVICES INC
364836	Clear	\$43,706.85	12/17/09	03248	I.S.D # 834 STILLWATER
364837	Clear	\$289.50	12/17/09	07763	JAMES DEVOLL
364838	Clear	\$1,300.00	12/17/09	01916	JANINE NELSON
364839		\$10.00	12/17/09	07812	JORDAN MARONEY
364840	Clear	\$23.58	12/17/09	04211	KARENA RYDLAND
364841	Clear	\$319.99	12/17/09	01950	KATHE NICKLEBY
364842	Clear	\$129.00	12/17/09	07808	KATHY NIETERS
364843	Clear	\$45.00	12/17/09	03235	KATY LUDWIGSON
364844	Clear	\$7,500.00	12/17/09	01344	KDV-KERN DEWENTER VIERE LTD
364845	Clear	\$65.16	12/17/09	01945	KEITH NEWMAN
364846	Clear	\$4,327.69	12/17/09	03378	KELLY SERVICES, INC
364847	Clear	\$34.56	12/17/09	02463	KELLY SHAFER
364848	Clear	\$106.00	12/17/09	05568	KEN COOPER
364849	Clear	\$105.00	12/17/09	06265	KERRAN ANDERSON
364850	Clear	\$25.58	12/17/09	07806	KIM OZZELLO
364851	Clear	\$96.85	12/17/09	01372	KNOWLAN'S SUPER MARKETS
364852	Clear	\$2,158.40	12/17/09	07572	KORY ANDRY
364853	Clear	\$372.53	12/17/09	05443	KRISTINA VAUGHAN
364854	Clear	\$20.00	12/17/09	07811	KYLE THELL
364855		\$546.61	12/17/09	03195	LASERPLUS, LLC
364856	Clear	\$20.00	12/17/09	07813	LIBBY EKLUND
364857	Clear	\$146.50	12/17/09	05495	LIFELINE AMPLIFICATION SYSTEMS
364858	Clear	\$587.00	12/17/09	07606	LOFFLER COMPANY INC
364859	Clear	\$1,276.01	12/17/09	01539	MACKIN LIBRARY MEDIA
364860	Clear	\$600.00	12/17/09	06250	MAHTOMEDI AREA FOOD SHELF
364861	Clear	\$712.48	12/17/09	07082	MARK PAULSON
364862	Clear	\$50.05	12/17/09	01672	MEDCO SUPPLY INC
364863	Clear	\$53.00	12/17/09	05996	MICHAEL COOPER
364864		\$350.00	12/17/09	04889	MICHAEL FORBESS
364865	Clear	\$129.00	12/17/09	05223	MIKE LEONARD
364866	Clear	\$88.00	12/17/09	05028	NICK FALDE
364867	Clear	\$138.42	12/17/09	06172	NICOLE FLESNER
364868	Clear	\$233.84	12/17/09	06200	NORTH SHORE GYM SALES
364869	Clear	\$21,670.67	12/17/09	01971	NORTHEAST METRO 916
364870	Clear	\$78.10	12/17/09	01363	PAM KLINKHAMMER
364871		\$64.25	12/17/09	00580	PATRICK CROTHERS
364872	Clear	\$53.00	12/17/09	05426	PAUL ADAMS
364873	Clear	\$97.69	12/17/09	05675	PCI EDUCATIONAL PUBLISHING

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364874	Clear	\$151.01	12/17/09	03215	PEARSON LEARNING GROUP/PEARSON EDUCATION
364875	Clear	\$45.90	12/17/09	00238	PHILLIP BELDEN
364876	Clear	\$263.28	12/17/09	02145	PITNEY BOWES / RESERVE ACCOUNT
364877	Clear	\$459.50	12/17/09	02165	POSTMASTER
364878	Clear	\$440.00	12/17/09	02165	POSTMASTER-U.S POST OFFICE
364879	Clear	\$323.75	12/17/09	02180	PRESS PUBLICATIONS
364880	Clear	\$33.00	12/17/09	04216	PROFESSIONAL DEVELOPMENT PROGRAMS
364881	Clear	\$2,898.00	12/17/09	06512	RESCO
364882	Clear	\$238.00	12/17/09	04507	ROMAN MARKET INC
364883	Clear	\$150.00	12/17/09	07807	ROSEVILLE AREA HIGH SCHOOL=MGGOA
364884	Clear	\$666.88	12/17/09	07113	SAM'S CLUB
364885	Clear	\$194.27	12/17/09	02483	SIEMENS INDUSTRY, INC
364886	Clear	\$107.23	12/17/09	02499	SIR SPEEDY PRINTING
364887		\$80.00	12/17/09	07804	SOCIAL THINKING
364888	Clear	\$940.27	12/17/09	00553	STAPLES/CORPORATE EXPRESS
364889	Clear	\$947.45	12/17/09	03088	STEVE HAMMERSCHMIDT
364890	Clear	\$450.00	12/17/09	02658	SUCCESS BEYOND THE CLASSROOM
364891	Clear	\$26.15	12/17/09	04000	SUE KUCHAR
364892	Clear	\$72.00	12/17/09	05288	SUE SAMUELSON
364893	Clear	\$630.48	12/17/09	02698	TEACHER'S DISCOVERY
364894	Clear	\$390.00	12/17/09	02747	TIERNEY BROTHERS INC
364895	Clear	\$350.00	12/17/09	02748	TIES
364896	Clear	\$4,455.11	12/17/09	02748	TIES
364897	Clear	\$105.00	12/17/09	05336	TOM HEIDRICK
364898	Clear	\$443.04	12/17/09	02785	TRIARCO
364899	Clear	\$72.17	12/17/09	07815	VICKY FLEMING
364900	Clear	\$100.00	12/17/09	02902	WASHINGTON COUNTY
364901	Clear	\$199.50	12/17/09	05820	WILCOX PAPER LLC
364902	Clear	\$600.00	12/17/09	05125	WONDERWEAVERS-STORYTELLERS LLC
364903		\$930.52	12/17/09	06104	XPRESS
364904	Clear	\$368.95	12/23/09	00047	ADT SECURITY SYSTEMS
364905	Clear	\$125.00	12/23/09	00059	AFTON ALPS SKI AREA
364906	Clear	\$937.86	12/23/09	00085	AMAZON.COM
364907	Clear	\$839.85	12/23/09	00085	AMAZON.COM
364908		\$55.83	12/23/09	05058	ANDREW ARCAND
364909		\$42.37	12/23/09	00909	ANN GALE
364910	Clear	\$37.50	12/23/09	07014	ANNE STEVENS
364911		\$10.00	12/23/09	07821	ANNE JOHNSON
364912	Clear	\$15.98	12/23/09	00220	BATTERIES PLUS
364913		\$51.64	12/23/09	02530	BETHANY SNEDEN
364914		\$74.00	12/23/09	07155	BILL DANIELSON
364915		\$1,158.72	12/23/09	03057	BRAD BERGIE
364916	Clear	\$93.00	12/23/09	07829	BRAD DAVICK
364917		\$129.00	12/23/09	07192	BRIAN INGRAM
364918	Clear	\$300.00	12/23/09	06393	BRIAN MIELKE
364919	Clear	\$179.50	12/23/09	00353	BROWN'S ICE CREAM
364920	Clear	\$20.00	12/23/09	06024	BRYAN THELL
364921		\$444.10	12/23/09	07820	CARISSA DERAGISCH
364922	Clear	\$1,526.04	12/23/09	00437	CDW GOVERNMENT INC
364923	Clear	\$59.83	12/23/09	00462	CHEMSEARCH
364924		\$9.50	12/23/09	01832	CINDY MORRIEM
364925	Clear	\$1,896.93	12/23/09	00478	CITIBUSINESS CARD
364926	Clear	\$1,236.00	12/23/09	00490	CLIMB INC

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364927	Clear	\$113.20	12/23/09	07299	COBORNSDELIVERS LLC
364928	Clear	\$12.47	12/23/09	00586	CULTURE FOR KIDS
364929	Clear	\$459.00	12/23/09	07088	CUSTOM WATER WORKS
364930		\$124.75	12/23/09	01313	DEBORAH KACZOREK
364931	Clear	\$87.35	12/23/09	00667	DISCOUNT SCHOOL SUPPLY
364932		\$2,400.00	12/23/09	03742	DISTRIBUTED WEBSITE CORPORATION
364933	Clear	\$990.00	12/23/09	00678	DOMINO'S PIZZA
364934		\$10.00	12/23/09	07814	DYLAN GRIMES
364935	Clear	\$940.00	12/23/09	00714	EAGLE SCREEN PRINTING
364936		\$783.24	12/23/09	07779	EDVOTEK
364937		\$72.00	12/23/09	07824	ELLIE BERG
364938		\$192.63	12/23/09	00774	ENERGY CONTROLS INC
364939	Clear	\$625.00	12/23/09	07629	ERIC JOHNSON
364940	Clear	\$68.08	12/23/09	07819	ERIKA HSU
364941	Clear	\$90.30	12/23/09	00840	FISHER SCIENCE EDUCATION
364942		\$54.00	12/23/09	03051	GINA ZITZER
364943	Clear	\$304.50	12/23/09	04015	HAAN CRAFTS
364944	Clear	\$20.00	12/23/09	07187	HANNAH HOLSTEN
364945		\$35.20	12/23/09	01088	HAWTHORNE EDUCATIONAL SERVICES
364946	Clear	\$1,258.00	12/23/09	01115	HERITAGE EMBROIDERY & DESIGN
364947		\$5.94	12/23/09	07831	JAVELLE EICK
364948		\$22.59	12/23/09	02616	JENNIFER STEIGER
364949		\$105.00	12/23/09	07765	JERRY LANNON
364950		\$159.00	12/23/09	05143	JOE MICHALITSCH
364951	Clear	\$107.00	12/23/09	07195	JOSH KOCH
364952	Clear	\$162.00	12/23/09	03364	JUDY DEANS
364953		\$31.86	12/23/09	07817	JULIE MCGRAW
364954		\$300.00	12/23/09	07830	JUNIOR ACHIEVEMENT
364955	Clear	\$129.00	12/23/09	05163	JUSTIN SCHWANTES
364956	Clear	\$6,625.84	12/23/09	03378	KELLY SERVICES, INC
364957		\$106.00	12/23/09	07827	KEVIN GENZLINGER
364958		\$26.68	12/23/09	04205	KRISTIN HEAGLE
364959	Clear	\$20.00	12/23/09	07811	KYLE THELL
364960	Clear	\$70.40	12/23/09	00759	LAURA ELIASON
364961	Clear	\$927.00	12/23/09	05495	LIFELINE AMPLIFICATION SYSTEMS
364962		\$30.00	12/23/09	07825	LUKE SCHARRER
364963		\$74.81	12/23/09	01557	MAHTOMEDI AUTO SERVICE
364964	Clear	\$614.95	12/23/09	01577	MAKEMUSIC
364965		\$161.21	12/23/09	05263	MARIE SORTLAND
364966		\$176.50	12/23/09	05925	MARK HAMRE
364967		\$72.00	12/23/09	07822	MARK SIKICH
364968		\$68.20	12/23/09	02410	MARY SCHNELL
364969	Clear	\$24.63	12/23/09	01716	MICHELLE MITCHELL
364970	Clear	\$53.00	12/23/09	07826	MIKE GROCH
364971	Clear	\$20.00	12/23/09	07196	MISSY GAMBLE
364972	Clear	\$72.00	12/23/09	05350	MYNDI SWANSON
364973	Clear	\$1.71	12/23/09	01871	NASCO
364974	Clear	\$903.00	12/23/09	02205	NCS PEARSON INC
364975		\$124.52	12/23/09	05028	NICK FALDE
364976	Clear	\$53,939.74	12/23/09	01971	NORTHEAST METRO 916
364977	Clear	\$1,637.10	12/23/09	01971	NORTHEAST METRO 916
364978	Clear	\$413.00	12/23/09	01989	NPR-NATIONAL PROFESSIONAL RESOURCES, INC
364979	Clear	\$175.72	12/23/09	02043	ON SITE SANITATION INC

CHECK REGISTER

Dec-09

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
364980	Clear	\$276.25	12/23/09	04488	ORANGE TREE EMPLOYMENT SCREENING
364981	Clear	\$151.03	12/23/09	03375	PARTNERS BOOK DIST.CO
364982	Clear	\$383.20	12/23/09	07252	PATRICK HARTMAN
364983	Clear	\$35.79	12/23/09	07816	PATTY WENZEL KNUTSON
364984	Clear	\$45.00	12/23/09	00238	PHILLIP BELDEN
364985	Clear	\$692.79	12/23/09	02145	PITNEY BOWES
364986	Clear	\$4,398.70	12/23/09	02173	PREMIER AGENDAS INC
364987	Clear	\$67.50	12/23/09	07013	RACHEL GEIGER
364988	Clear	\$1,973.80	12/23/09	03136	RATWIK ROSZAK & MALONEY P A
364989	Clear	\$106.00	12/23/09	05301	RITA ROSNER
364990		\$43.21	12/23/09	07818	RUTH SCHRANTZ
364991	Clear	\$375.28	12/23/09	02346	RYCO SUPPLY COMPANY
364992	Clear	\$356.11	12/23/09	02384	SAX ARTS & CRAFTS
364993		\$383.00	12/23/09	02413	SCHOLASTIC BOOK CLUBS INC
364994	Clear	\$98.45	12/23/09	02420	SCHOOL SPECIALTY INC
364995	Clear	\$26.55	12/23/09	03053	SHARON ZWEBER
364996	Clear	\$4,700.00	12/23/09	03123	SHEILA MERZER M A
364997		\$143.17	12/23/09	00309	SHELLY BOLEA
364998	Clear	\$18.00	12/23/09	05956	SIMPLICITY PATTERN CO.INC
364999	Clear	\$105.00	12/23/09	02551	SOUTHEASTERN SECURITY CONSULT
365000	Clear	\$370.22	12/23/09	00553	STAPLES/CORPORATE EXPRESS
365001	Clear	\$916.22	12/23/09	02610	STATE SUPPLY CO INC
365002		\$106.00	12/23/09	07828	STEPHAN ROUCHETTI
365003	Clear	\$61.06	12/23/09	03336	STRATEGIC EQUIPMENT
365004	Clear	\$195.58	12/23/09	04176	SUNBURST CHEMICALS, INC.
365005		\$220.00	12/23/09	05172	TARTAN HIGH SCHOOL
365006	Clear	\$69.99	12/23/09	03314	TEACHER'S DISCOUNT
365007	Clear	\$249.07	12/23/09	02698	TEACHER'S DISCOVERY
365008		\$44.00	12/23/09	04179	TERRY HEJNY
365009		\$1,033.25	12/23/09	02724	TEXTBOOK WAREHOUSE
365010	Clear	\$262.50	12/23/09	02747	TIERNEY BROTHERS INC
365011	Clear	\$1,486.85	12/23/09	02748	TIES
365012		\$129.00	12/23/09	05324	TIM LINDER
365013	Clear	\$36.01	12/23/09	06098	TRAINER'S WAREHOUSE
365014		\$27.45	12/23/09	02776	TRANS-MISSISSIPPI BIOLOGICAL
365015	Clear	\$419.06	12/23/09	02785	TRIARCO
365016	Clear	\$788.15	12/23/09	03345	TRIO SUPPLY CO
365017		\$120.24	12/23/09	02858	VERIZON WIRELESS
365018	Clear	\$114.46	12/23/09	02873	VOSS LIGHTING
365019	Clear	\$217.72	12/23/09	02895	WARDS BIOLOGY /NATURAL SCIENCE
365020	Clear	\$163.90	12/23/09	07789	WORLD RESEARCH CO
365021	Clear	\$576.31	12/23/09	00723	XCEL ENERGY
365022	Clear	\$849.31	12/23/09	03021	YOCUM OIL CO INC
365023		\$979.56	12/30/09	02530	BETHANY SNEDEN
365024		\$129.00	12/30/09	06261	BILL ROHDY
365025		\$125.79	12/30/09	04167	CAROL STABENOW
365026		\$63.00	12/30/09	07241	CHRISTINE ROERING
365027		\$89.65	12/30/09	05926	CHRISTOPHER MOORE
365028		\$204.00	12/30/09	07088	CUSTOM WATER WORKS
365029		\$744.45	12/30/09	01313	DEBORAH KACZOREK
365030		\$120.49	12/30/09	00634	DEMCO
365031		\$396.00	12/30/09	00678	DOMINO'S PIZZA
365032		\$314.37	12/30/09	00803	EXPRESS PERSONNEL SERVICES INC
365033		\$3,073.82	12/30/09	00990	GRAPHIC EDGE

CHECK REGISTER

Dec-09

Check Number	Check Status	Check Amount	Check Date	Vendor Number	Vendor Name
365034		\$5,887.60	12/30/09	03510	GREATER MIDWEST FUNDRAISING,LLC
365035		\$101.60	12/30/09	04015	HAAN CRAFTS
365036		\$381,273.68	12/30/09	01096	HEALTHPARTNERS
365037		\$80.40	12/30/09	01124	HIGHSMITH
365038		\$615.00	12/30/09	06142	HISTORICAL PERSPECTIVES FOR CHILDREN INC
365039		\$129.00	12/30/09	06287	JEFF SHIE
365040		\$83.40	12/30/09	01950	KATHE NICKLEBY
365041		\$9,981.94	12/30/09	03378	KELLY SERVICES, INC
365042		\$363.79	12/30/09	03195	LASERPLUS, LLC
365043		\$3,982.31	12/30/09	03182	MADISON NATIONAL LIFE
365044		\$5,927.25	12/30/09	03182	MADISON NATIONAL LIFE
365045		\$26.00	12/30/09	01557	MAHTOMEDI AUTO SERVICE
365046		\$303.06	12/30/09	04099	MINNCOR INDUSTRIES
365047		\$13.98	12/30/09	04321	NANCY FENTON
365048		\$213.98	12/30/09	07833	PAMELA RECH
365049		\$1,009.80	12/30/09	02301	RIVERSIDE PUBLISHING CO/HN REC.CO LLC
365050		\$25.94	12/30/09	02420	SCHOOL SPECIALTY INC
365051		\$176.42	12/30/09	04426	SCOT HOVAN
365052		\$29.98	12/30/09	00553	STAPLES/CORPORATE EXPRESS
365053		\$209.30	12/30/09	02603	STAR TRIBUNE
365054		\$193.90	12/30/09	03311	TALK TOOLS
365055		\$107.92	12/30/09	02748	TIES
365056		\$3,660.00	12/30/09	02789	TROLLHAUGEN
365057		\$1,169.86	12/30/09	02889	WALMART COMMUNITY
365058		\$7,097.66	12/30/09	02916	WELSH COMPANIES LLC
365059		\$271.00	12/30/09	03017	XEROX CORPORATION
	Ck Amt	\$1,533,376.86			

**INDEPENDENT SCHOOL DISTRICT #832
WIRE TRANSFER TRANSACTIONS
MONTH OF DECEMBER 2009**

<u>DATE</u>	<u>FROM</u>	<u>TO</u>	<u>AMOUNT</u>	<u>PURPOSE</u>
12/1/09	State of Minnesota	MN Trust	\$131,098.42	direct state payment
12/1/09	Washington County	MN Trust	\$1,096,908.10	direct payment
12/4/09	MN Trust	MSDLAF	\$400,000.00	cover checks
12/4/09	State of Minnesota	MN Trust	\$1,365.24	direct state payment
12/7/09	State of Minnesota	MN Trust	\$8,093.04	direct state payment
12/8/09	State of Minnesota	MN Trust	\$165,348.14	direct state payment
12/9/09	MN Trust	MSDLAF	\$1,000,000.00	cover checks
12/10/09	State of Minnesota	MN Trust	\$30,139.46	direct state payment
12/11/09	MN Trust	MSDLAF	\$500,000.00	cover checks
12/14/09	US Bank	Peoples Bank of Commerce-EBC Flex	\$8,736.35	flex benefits
12/14/09	US Bank	Mid State Corp Federal CU	\$10,839.81	MEA teachers union dues
12/14/09	US Bank	Central Bank	\$892.43	para union dues
12/15/09	State of Minnesota	MN Trust	\$65,867.49	direct state payment
12/15/09	MSDLAF	US Bank	\$490,370.43	cover checks
12/15/09	US Bank	IRS	\$174,161.76	federal & fica taxes
12/15/09	US Bank	MN Dept of Revenue	\$27,461.16	state payroll taxes
12/15/09	US Bank	Wis. Dept. of Revenue	\$2,796.17	state payroll taxes
12/15/09	US Bank	Public Emp. Retirement Assoc.	\$19,571.62	pera retirement
12/15/09	US Bank	Mn Teachers Retirement	\$69,220.40	teachers retirement
12/15/09	US Bank	SOMI Funding	\$60,658.58	TSA payment
12/15/09	US Bank	State Street Bank	\$442.21	Deferred Comp
12/16/09	State of Minnesota	MN Trust	\$62,466.62	direct state payment
12/18/09	MN Trust	MSDLAF	\$1,000,000.00	cover checks
12/22/09	US Bank	Peoples Bank of Commerce-EBC Flex	\$8,736.35	flex benefits
12/22/09	US Bank	Mid State Corp Federal CU	\$10,878.27	MEA teachers union dues
12/22/09	US Bank	Central Bank	\$892.43	para union dues
12/23/09	MSDLAF	US Bank	\$505,764.20	cover checks
12/23/09	US Bank	IRS	\$179,724.10	federal & fica taxes
12/23/09	US Bank	MN Dept of Revenue	\$28,446.73	state payroll taxes
12/23/09	US Bank	Wis. Dept. of Revenue	\$2,823.47	state payroll taxes
12/23/09	US Bank	Public Emp. Retirement Assoc.	\$20,922.94	pera retirement
12/23/09	US Bank	Mn Teachers Retirement	\$68,910.62	TRA payment
12/23/09	US Bank	SOMI Funding	\$60,058.53	TSA payment
12/23/09	US Bank	State Street Bank	\$442.21	Deferred Comp
12/24/09	State of Minnesota	MN Trust	\$1,527.04	direct state payment
12/30/09	State of Minnesota	MN Trust	\$748,370.71	direct state payment



RECEIVED DEC 09 2009

Eugene D. Johnson, Publisher
Pat Daul, Associate Publisher
4779 Bloom Ave., White Bear Lake, MN 55110 • Phone: 651-407-1200 • Fax: 651-429-1242

December 1, 2009

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

Dear Ms. Maslowski,

The White Bear Press newspaper wishes to be considered as your official newspaper for 2010.

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

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

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

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

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

Sincerely,

Lisa Graber
Legal Notice Coordinator



Member _____ introduced the following resolution and moved its adoption:

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

WHEREAS, Minnesota Statutes § 123.37, Subdivision 1. a. provides school boards with the authority to authorize superintendents and business managers to sign contracts within adopted budgets, and

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

WHEREAS, Minnesota Statutes §123.37 stipulates that contracts made without compliance to this section can be found to be void,

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

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



Member _____ introduced the following resolution and moved its adoption:

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

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

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

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

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

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

CERTIFICATION OF MINUTES RELATING TO COMBINED POLLING PLACE

Issuer: Independent School District No. 832 (Mahtomedi), Minnesota

Governing Body: School Board

Kind, date, time and place of meeting: A regular meeting, held on January 7, 2010, at 7:00 p.m., at the Mahtomedi District Education Center.

Members present:

Members absent:

Documents Attached:

Minutes of said meeting (including):

RESOLUTION DESIGNATING AND ESTABLISHING COMBINED POLLING PLACE FOR SPECIAL ELECTION

I, the undersigned, being the duly qualified and acting recording officer of the public corporation referred to in the title of this certificate, certify that the documents attached hereto, as described above, have been carefully compared with the original records of said corporation in my legal custody, from which they have been transcribed; that said documents are a correct and complete transcript of the minutes of a meeting of the governing body of said corporation, and correct and complete copies of all resolutions and other actions taken and of all documents approved by the governing body at said meeting; and that said meeting was duly held by the governing body at the time and place and was attended throughout by the members indicated above, pursuant to call and notice of such meeting given as required by law.

WITNESS my hand officially as such recording officer this 7th day of January, 2010.

School District Clerk

Member _____ introduced the following resolution and moved its adoption, which motion was seconded by Member _____:

RESOLUTION DESIGNATING AND ESTABLISHING COMBINED POLLING PLACE FOR SPECIAL ELECTION

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

1. Pursuant to Minnesota Statutes, Section 205A.11, the Board may designate and establish one or more combined polling places for use when no other election is being held in two or more precincts on the day of a school district election.

2. The following combined polling place is hereby designated and established:

<u>Combined Polling Place</u>	<u>Territory Served at Combined Polling Place</u>
District Education Center 1520 Mahtomedi Avenue Mahtomedi, MN 55115	All territory located within Independent School District No. 832

3. The Clerk is directed to file a copy of this resolution together with a list of precincts that will be voting at the combined polling place with the Washington County Auditor within thirty (30) days of the date of its adoption.

4. The Clerk is directed to send to every District household with at least one registered voter a nonforwardable mailed notice stating the location of the combined polling place at least twenty-five (25) days before the next District election. The Clerk is further directed to immediately forward to the Washington County Auditor any such mailed notice that is returned as undeliverable.

Upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon the resolution was declared duly passed and adopted.