WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting - October 12, 2009 - 7:00 PM
District Administration Building
210 County Rd. 101, N, Plymouth, MN

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WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

MISSION

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

VISION

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

Exceptional Student Learning, Experiences and Relationships:

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

Community Trust, Confidence and Partnership:

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

Operational Excellence:

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

Agenda Item 1

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 1. CALL TO ORDER/ROLL CALL

ITEM:

COMMENTS BY: Board Chair Moroz

Susan H. Droegemueller, Board Clerk, will call the roll:

	PRESENT	ABSENT
Ms. Linda A. Cohen	_____	_____
Ms. Susan H. Droegemueller	_____	_____
Ms. Patricia L. Gleason	_____	_____
Mr. Jay A. Hesby	_____	_____
Mr. John A. Moroz	_____	_____
Ms. Carter G. Peterson	_____	_____
Mr. Greg D. Rye	_____	_____
Dr. Chace B. Anderson, Ex Officio	_____	_____

Agenda Item 2

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

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

ITEM: _____

COMMENTS BY: Board Chair Moroz

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

A. Approval of Minutes
   1. Regular Meeting – September 14, 2009
B. Finance and Business Recommendations
C. Human Resource Recommendations
D. Assurance of Compliance with State and Federal Laws Prohibiting Discrimination

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

Motion by:_____ Yes_____ Passed_____

Second by:_____ No_____ Failed_____

Abstentions_____

Agenda Item **2-A-1**
Consent

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

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

ITEM: A. Approval of Minutes

COMMENTS BY: Board Clerk Droegemueller

1. Regular Meeting – September 14, 2009

Enclosed for Board review and approval are the minutes of the Regular Board Meeting of September 14, 2009.

RECOMMENDED ACTION: Approve the minutes of the Regular Board Meeting of September 14, 2009.

Motion by:_____ Yes_____ Passed_____

Second by:_____ No_____ Failed_____

Abstentions_____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

Official Minutes of a Regular Meeting
September 14, 2009

The Board of Education
Wayzata Public Schools

A Regular meeting of the Board of Education of Wayzata Public Schools was held September 14, 2009 beginning at 7:00 PM at Wayzata City Hall, 600 Rice Street, Wayzata, MN, pursuant to due notice. The meeting was broadcast live on cable television Plymouth Channel 22 (Comcast) and Wayzata Channel 19 (Mediacom), and delayed broadcast on Minnetonka Channel 17 (Time Warner).

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

Call to Order/Roll Call

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

Others Present: John Sucansky, Bob Noyed, Annie Doughty, Jim Westrum, Jane Sigford, Colleen Erickson, Lucy Andrews, Kaja Martinson, Maureen English Carroll, Shelly Nelson, Jennifer Fuzzey, Lori Fildes, Jodi Olson, Allan Christopherson, Steve Mumma, Bob Wittman, and Bonnie Johnson.

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

Approval of Agenda and Consent Agenda Items

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

A motion was made by Ms. Patricia Gleason and seconded by Mr. Jay Hesby to approve the agenda and consent agenda as presented. The motion passed unanimously.

Consent Agenda Items were as follows:

A. Approval of Minutes

Approval of Minutes

Approved the official minutes of:

1) Regular Meeting – August 10, 2009
2) Special Meeting – August 27, 2009

B. Authorize Holding a Regular Board Meeting on Columbus Day, October 12, 2009

Authorize Holding a Regular Board Meeting Columbus Day

The 2009-2010 School Year Calendar as approved by the School Board does not list Christopher Columbus Day, October 12, 2009 as an observed holiday in our District. School is in session and all school and administrative offices are open. While Minnesota Statues list Christopher Columbus Day as a holiday, it also provides "political subdivisions" with the option to conduct public business by taking specific action. October 12, 2009, is the second Monday of the month, which is the School Board's regular meeting

day. Therefore, it was recommended the Board take action to authorize holding a Regular Board Meeting on that day.

Declared that Christopher Columbus Day, October 12, 2009, is not an observed holiday in the Wayzata Public Schools, that public business may be conducted, and authorized holding a Regular School Board Meeting on October 12, 2009.

Approve Election Judge Salaries

C. Approve Election Judge Salaries for the November 3, 2009 General and Special Elections

For election judges serving in a School District election, which is not held in conjunction with a state election, the School Board may determine the rate to be paid to election judges. The School District shall pay at least the prevailing Minnesota minimum wage for each hour spent carrying out duties at the polling place and in attending required training sessions. Further, a judge who travels to pick up election supplies or delivers returns to the clerk or county auditor shall receive not less than the prevailing Minnesota minimum wage plus mileage. The School Board shall determine the mileage amount to be paid.

After comparison of wages being paid to elections judges in surrounding cities and School Districts, it is the recommendation of the School District Election Administrator that Wayzata School District reimburse the election judges appointed for the November 3, 2009 election at the following rates:

Head Election Judge -	$ 10.00 per hour
Election Judge -	$ 8.50 per hour
Election Judge Training -	$ 15.00 flat fee

Approved the Election Judge Salaries for the November 3, 2009 General and Special Elections as presented.

Finance and Business Services

D. Finance and Business Recommendations

Authorized the following disbursements:

- General Checking Account – August 2009 $ 2,314,927.32
- Wire Transfer – July 2009 $ 13,450,247.00

Accepted donations from the following:

Gifts

Gifts

Amount	Donated By	Purpose
131.92	Katrina Hou, Denise Dau and Wells Fargo	Wells Fargo Community Support Campaign
131.92	Katrina Hou, Denise Dau and Wells Fargo	Wells Fargo Community Support Campaign
255.77	Cindy Mohr, Mark Ryshavy and Wells Fargo	Wells Fargo Community Support Campaign to support Gleason Lake Elementary School
853.52	Cargill	Literacy Program end of year Resource Books
$1,373.13		

E. Human Resource Recommendations

Approved the Human Resource Recommendations as follows:

Employment

Pamela Bazzachini – 8 Hour 12 Month Secretary – High School – Trasfer – Ann Brattain
Lee Barnett – 1.0 Mathematics Teacher – High School – Resignation – Caitlin Neuworth
Linda Desaulniers – 5.5 Hour Culinary Express – Central Middle School – Resignation – Julie Fasching
Alison Gross – .5 Kindergarten Teacher – Sunset Hill – Transfer – Becky Avelar
Monica Healy – .1 Vocal Music Teacher – Plymouth Creek – Increased Enrollment
Jason Johnsen – 1.0 Multicultural Education Advocate Unaffiliated – High School – New Position
Michelle Johnson – 1.0 Mathematics Teacher – High School – Resignation – Michael Oden
Jeanne Kobs – 6 Hour Paraprofessional (09-10 school year only) – Sunset Hill – New Position
Sharon Lapensky – 1.0 Media Specialist – Plymouth Creek – Resignation – Sally Mays
Toni Leland – 1.0 Science Teacher – High School – Resignation – Kelli Olson
Amanda Lemon – 1.0 1st Grade Teacher – Oakwood – Increased Enrollment
Heather Lewis – 1.0 1st Grade Teacher – Kimberly Lane – Increased Enrollment
James Nagel – 1.0 Spanish Teacher – High School – Transfer – Barb Cartford
Amy Naleid – .7 Related Service Provider/Social Worker – Greenwood/District – Transfer – Kristina Lybeck
Joe Nicola – 6.5 Hour Paraprofessional – East Middle School – Resignation – Julie Schmickle
Keely Olson – 1.0 Reading Teacher – High School – Nonrenew
Lisa Otten – 2.4 Hour Paraprofessional – Central Middle School/FLC – Transfer – Robin Ohman
Karen Sahli – 1.0 3rd Grade Teacher (09-10 school year only) – Greenwood – Increased Enrollment
Jenniffer Whitworth – 1.0 Mathematics Teacher – High School – Nonrenew
Sue Winderl – 6 Hour Paraprofessional – Oakwood – New Position
Elizabeth Wright – 0.9 Spanish Teacher – Gleason Lake & Oakwood – Nonrenew

Contract Modification

Rebecca Avelar – Kindergarten LTR – Plymouth Creek – From .5 to 1.0
Barbara Cartford – Spanish – Kimberly Lane/Greenwood – From 1.0 to .8
Virginia Gardner – Music Teacher – Greenwood – From .9 to 1.0
Emily Marcusen – Art Teacher – Greenwood – From .9 to 1.0
Abigail Merlis – Art Teacher – High School – From .833 to .917
Erica Nikstad – Science/Math Teacher – Central Middle School – From .8 to .967
Amanda Padjen – Math Teacher – Central Middle School – From .8 to .967
Lee Pflugi – Thinking Skills Teacher – Greenwood – From .9 to 1.0
Emily Story – Special Education – Central Middle – From .8 to 1.0

Disability/Child Care Leave of Absence

Roberta Granberg – 3rd Grade Teacher at Birchview Elementary requested a childcare leave of absence to begin with the birth of her baby which is due February 18, 2010. She is requesting a disability leave followed by a childcare leave of absence through the end of the 2009-2010 school year.
Joseph McAuliff – 4th Grade Teacher at Kimberly Lane Elementary requested a four-week childcare leave of absence beginning approximately February 9, 2010.

Tia McAuliff – 1st Grade Teacher at Plymouth Creek Elementary requested a childcare leave of absence to begin with the birth of her baby which is due December 20, 2009. She is requesting a leave followed by a three-week childcare leave of absence.
Nicole Misuraco – East Middle School Science Teacher has requested a childcare leave of absence to begin with the birth of her baby which is due December 20, 2009. She is requesting a disability leave followed by a childcare leave of absence through April 9, 2010.
Karen Ward Elser – 5th Grade Teacher at Kimberly Lane Elementary has requested to adjust her return date from childcare leave to April 12, 2010.

Leave of Absence Without Pay
Krista Ice – Literacy Specialist at Sunset Hill Elementary requested a leave of absence from October 19-22, 2009. She will use three personal days and one day without pay.

Resignation
Matt Chappuis – Physical Education Teacher at Central Middle School has resigned his position effective August 31, 2009.
Cari Jo Kiffmeyer – Resource Teacher has resigned her position effective October 9, 2009.
Melissa Wenck – Paraprofessional at the High School has resigned her position effective August 24, 2009.

Student Curriculum Presentation

3. **STUDENT CURRICULUM PRESENTATION**

A. Gleason Lake Student Presentation
Principal Mary McKasy introduced Kaja Martinson, Art teacher, and Peyton Gallager, 5th grader at Gleason Lake Elementary, who were present to talk about the new mural in the Gleason Lake School foyer. An artist in residence worked with students for several months to create images which incorporated faces from around the world in the content of grade level curricula. Each student participated by painting a portion of the mural. Ms. Martinson stated "The mural is another reason for our students to take pride in the Gleason Lake School community".

Recognitions

Employee of the Month

4. **RECOGNITIONS**

A. September Employee of the Month – Amy Lien – Social Worker
Ms. Amy Lien, social worker at Oakwood Elementary School, was recognized as the September Employee of the Month. Amy's colleagues say that she puts her students above all other concerns and bridges the gap between learning and behavior. Her proactive approach allows her to build strong relationships with students prior to a time when a needed intervention may be necessary. This approach has been instrumental in lowering behavior referrals and building a sense of success into her students. Amy introduced a behavior poster to Oakwood students that is displayed in many parts of the building. It reminds students of their behavior and gives them a reminder of what good behaviors require. Amy also works closely with parents. Parents feel comfortable talking to her and sharing with her. The feedback that they get back from Amy is both respected and appreciated. Oakwood is a better school because of Amy's dedication and hard work. The students are truly the winning recipients of a caring and trusting role model like Amy.

Amy stated, "I am lucky to have a job that I am passionate about. Thanks to the Board and administration for their support. There is no higher honor than having your colleagues honor you. Thank you very much!" Congratulations Amy!

Reports from Organizations

5. **REPORTS FROM ORGANIZATIONS**

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

A. Student Council – Lucy Andrews, Senior Vice President

Lucy Andrews, Senior Vice President of the Student Council gave a report/update on WHS student activities.

Superintendent's Reports and Recommendations

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

A. Superintendent

1. Report of the Start of the 2009-2010 School Year

Superintendent Chace B. Anderson presented a brief oral report on the start of the 2009-2010 School Year. Some highlights were:

- Wayzata welcomed approximately 50 new teachers
- The all staff welcome back breakfast was held on September 1. Service awards were presented at this time, with the years of service totaling 1,095.
- Enrollment at this time is very close to projections with 4,500 students at the elementary level, 2,400 students at the middle school level, and 3,321 students at our high school.

Superintendent Anderson thanked everyone involved in helping make the start of the school year run so smoothly. He stated, "Great team effort!"

Board Chair John Moroz commented that it was a fantastic start to the school year. He also congratulated everyone involved.

Curriculum and Instruction

B. Curriculum and Instruction

1. Summer Learning Report

Summer learning programs offered through the Wayzata Public Schools are rich in opportunities for learners of all ages and are cooperatively provided through Special Education, Academic Reinforcement, Reading Intervention, Secondary Summer School and Community Education. The following is a report on each of these components for the summer of 2009.

Mr. Bob Wittman, Community Education Administration, Lori Fildes, Special Services Administration, Shelly Nelson and Jennifer Fussey, Elementary Summer School Site Coordinators, Allan Christopherson, Middle School Summer School Coordinator, and Steve Mumma, High School Summer School Site Coordinator, were at the meeting to present the annual Summer Learning Report.

Elementary Academic Reinforcement

- A total of 449 students

High School and Middle School Summer School

- High School – 216 students, Middle School – 127 students
  A total of – 343 students

Special Education

- A total of – 163 students

Community Education

- A total of – 2,667 participants

2. Approval of Proposed Gleason Lake Elementary Shared Decisions Agreement

Mary McKasy, principal at Gleason Lake Elementary, and members of the Gleason Lake Elementary administration and site council presented the proposed Shared Decisions Agreement between Gleason Lake and the Wayzata School Board for the 2009-2011 school years.

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

A motion was made by Mr. Jay Hesby and seconded by Ms. Linda Cohen to approve the Shared Decisions Agreement between Gleason Lake Elementary School and the Wayzata School Board for 2009-2011 school years and authorize the School Board Chair to sign the document. The motion passed unanimously.

C. Finance and Business Services

Finance and Business Services

1. Monthly Financial Reports

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

- Student Activity Fund Report of July 31, 2009.

The Monthly Financial Report detailing fund and budget data as of June 30, 2009 will be reported once the June 30, 2009 audit is complete.

No Board action was required.

2. Preliminary Levy Limitation and Certification – 2009 Payable 2010

Minnesota Law requires school districts to certify their proposed property tax levy payable in 2010 to the county auditor on or before September 30, 2009. The District recently received the levy data from the Minnesota Department of Education and is analyzing the details.

The Administration recommended that the Board levy the maximum amount in all funds. If the maximum amount is levied the county auditor will automatically include any positive adjustments in the levy. Otherwise, the final levy amount cannot exceed the preliminary levy amount, except for some very limited exceptions.

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

A motion was made by Ms. Carter Peterson and seconded by Ms. Patricia Gleason to approve the Preliminary Levy Limitation and Certification for 2009 payable 2010 at the maximum allowed by state statute. The motion passed unanimously.

3. Resolution Authorizing Execution of an Agreement for Public Entity Waste Abatement Incentive Fund Grant Program

The Hennepin County Board has established a Waste Abatement Incentive Fund to provide matching assistance ("Incentive Funds") to selected eligible waste abatement projects including the Wayzata Public School District.

The Wayzata Public School District has made an application for a public entity waste abatement project has been selected for partial funding of its project. The District will receive $12,500.00.

A motion was made by Ms. Carter Peterson and seconded by Ms. Linda Cohen to waive the reading and adopt the RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT FOR PUBLIC ENTITY WASTE ABATEMENT INCENTIVE FUND GRANT PROGRAM and authorize the Clerk to sign the RESOLUTION and the PUBLIC ENTITY WASTE ABATEMENT INCENTIVE FUND AGREEMENT as presented. A roll call vote was taken by Ms. Susan Droegemueller, Board Clerk, and the following voted in favor thereof: Mr. Jay A. Hesby, Ms. Carter G. Peterson, Mr. Greg D. Rye, Ms. Linda A. Cohen, Ms. Susan H. Droegemueller, Ms. Patricia L. Gleason, and Mr. John A. Moroz. The following voted against the same: No one; whereupon, the motion passed unanimously.

Human Resource Services

D. Human Resource Services

1. Approval of the Contract with Wayzata Education Association of Fiscal Years 2009-2011

The School Board's Bargaining Team and the Wayzata Education Association representatives reached a tentative contract agreement on July 30, 2009. Subsequently, the WEA teachers voted on Tuesday, September 8, 2009 and ratified the contract with 97% majority vote.

The Board members had a summary of the proposed two-year contract and costing model to review. Salary schedule improvement was 3.45% over the two-year period.

A motion was made by Ms. Patricia Gleason and seconded by Mr. Jay Hesby to approve the contract with the Wayzata Education Association for the period of July 1, 2009 through June 30, 2011, as tentatively agreed upon by the bargaining teams and ratified by the Wayzata Education Association. The motion passed unanimously.

Ms. Doughty, Executive Director of Human Services, expressed the appreciation of the School Board's bargaining team for the collaborative efforts put forth by the negotiation team members throughout the process. She stated, "We believe the team's collective ability to resolve issues in a positive and respectful manner has benefited all".

Other Board Action

7. **OTHER BOARD ACTION**

A. Resolution Relating to the Appointment of Election Judges for the General and Special Election on November 3, 2009

The School Board is required to officially appoint qualified individuals to serve as Election Judges for School District elections.

A motion was made by Mr. Greg Rye and seconded by Ms. Linda Cohen to waive the reading and adopt the RESOLUTION RELATING TO THE APPOINTMENT OF ELECTION JUDGES FOR THE GENERAL AND SPECIAL ELECTIONS TO BE HELD ON NOVEMBER 3, 2009. A roll call vote was taken by Ms. Susan Droegemueller, Board Clerk, and the following voted in favor thereof: Mr. Greg D. Rye, Ms. Linda A. Cohen, Ms. Susan H. Droegemueller, Ms. Patricia L. Gleason, Mr. Jay A. Hesby, Ms. Carter G. Peterson and Mr. John A. Moroz. The following voted against the same: No one; whereupon, the motion passed unanimously.

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

Audience Opportunity to Address School Board

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

No one came forward to address the Board.

9. **BOARD REPORTS**

Board Reports

A. Superintendent Evaluation/Compensation Committee – John Moroz

Board Chair Moroz reported that the School Board will be completing the evaluation of Superintendent Anderson at a Special Work Session on September 21. As Chair of the Superintendent Evaluation/Compensation committee, he will provide an oral report on the 2008/2009 Superintendent Performance Review at the October 12th Regular Board Meeting.

B. District 287 Summary – Carter Peterson

Ms. Carter Peterson requested to pull this item from the agenda and place it on the agenda for the October 12 Regular Board Meeting.

10. **NEW BUSINESS**

New Business

There was no new business.

11. **ADJOURN**

Adjourn

There being no additional business before the School Board, a motion was made by Ms. Patricia Gleason and seconded by Ms. Linda Cohen to adjourn the meeting. The motion passed unanimously. Mr. John Moroz, Board Chair, adjourned the meeting at 8:32 p.m.

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

INDEPENDENT SCHOOL DISTRICT 284
SUSAN H. DROEGEMUELLER, SCHOOL BOARD CLERK

_____	_____
John A. Moroz	Susan H. Droegemueller
School Board Chair	School Board Clerk

Attachments:
Board Agenda
Resolution: Authorizing execution of an agreement for Public Entity Waste Abatement Incentive Fund Grant Program.
Resolution: Relating to Election Judge Salaries for the November 3, 2009 General and Special Elections.

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

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

ITEM: B. Finance and Business Services

COMMENTS BY: Mr. Westrum

Finance and Business Recommendations

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

Monthly Bills

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

General Checking Account for September 2009	$ 4,045,458.30
Wire Transfer for August 2009	$ 15,316,937.00

RECOMMENDED ACTION: Authorize payment as recommended.

Gifts

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

Amount	Donated By	Purpose
$ 120.00	Harold Heinze and General Mills Gift Matching Foundation	Support Gleason Lake Elementary School
134.61	John Randall and Wells Fargo Educational Matching Program	Employee Giving Campaign
188.46	Mark Ryshavy and Wells Fargo Educational Matching Program	Employee Giving Campaign
188.46	Mark Ryshavy and Wells Fargo Educational Matching Program	Employee Giving Campaign
300.00	Sarah Henriksen and Wells Fargo Educational Matching Program	Employee Giving Campaign

3,888.00	Greenwood Elementary PTA	Support of field trips for all grade levels at Greenwood Elementary School
5,880.00	Plymouth Creek Elementary PTA	Support of field trips for all grade levels at Plymouth Creek Elementary School

$11,199.53

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

Motion by:_____ Yes_____ Passed_____

Second by:_____ No_____ Failed_____

Abstentions_____

WAYZATA PUBLIC SCHOOLS
MONTHLY CHECK DISBURSEMENT SUMMARY
SEPTEMBER 2009

CHECK		VENDOR	DESCRIPTION	DATE	AMOUNT
350179		FIRST STUDENT, INC	TRANSPORT REG 9/1/09-9/30/09	9/22/2009	409,621.12
350056		NORTHWESTERN MUTUAL LIFE	LIFE INSURANCE ANNUAL	9/15/2009	385,856.11
349990		MN TEACHERS RETIREMENT ASSN	PAYROLL ACCRUAL	9/15/2009	225,346.58
350364		MN TEACHERS RETIREMENT ASSN	PAYROLL ACCRUAL	9/30/2009	216,517.62
350019		GMH ASPHALT CORPORATION	PAVE REHAB-2009	9/15/2009	205,738.55
350146		TIERNEY BROTHERS, INC.	EMS SUMMER INSTALLATIONS	9/17/2009	192,873.27
350262		WEST METRO EDUCATION PROGRAM	IDDS 1ST TUITION BILLING 09-10	9/22/2009	152,326.00
350370		NORTH CENTRAL TRUST/FBO WAYZATA	PAYROLL ACCRUAL	9/30/2009	110,825.00
350367		PUBLIC EMPLOYEES RETIREMENT ASSN	PAYROLL ACCRUAL	9/30/2009	96,542.12
350355		FIDELITY INVESTMENTS	PAYROLL ACCRUAL	9/30/2009	89,807.80
350268		ADAM SERVICES	MONITOR BILLING & FIELD TRIPS	9/24/2009	86,378.55
349983		FIDELITY INVESTMENTS	PAYROLL ACCRUAL	9/15/2009	81,562.83
350012		FENDLER PATTERSON CONSTRUCTION INC	PROJ #09-117 EMS	9/15/2009	80,294.00
349830		XCEL ENERGY	MONTHLY SERVICE	9/4/2009	75,091.55
349777		DONLAR CONSTRUCTION	WMS- ALA CARTE	9/4/2009	66,860.00
349992		PUBLIC EMPLOYEES RETIREMENT ASSN	PAYROLL ACCRUAL	9/15/2009	66,759.33
350261		WEST METRO EDUCATION PROGRAM	1ST INTEGRATION 09-10	9/22/2009	65,936.00
350150		UPPER LAKE FOODS	GROCERIES	9/17/2009	62,269.13
349979		WEST METRO EDUCATION PROGRAM	TRANS-IDDS AFTER SCHOOL PROGAMS	9/10/2009	58,554.51
350358		ING	PAYROLL ACCRUAL	9/30/2009	44,672.59
349824		TARGET COMMERCIAL INTERIORS	OW-SERV & SUPPLIES	9/4/2009	44,527.00
350483		UPPER LAKE FOODS	GROCERIES	9/30/2009	44,359.19
349985		ING	PAYROLL ACCRUAL	9/15/2009	43,390.78
350081		TIERNEY BROTHERS, INC.	WMS AUX GYM AUDIO	9/15/2009	40,156.49
349864		HI-TECH REFRIGERATION	KL-WALK-IN MDE#48849	9/9/2009	40,000.00
350382		CENTRAL ROOFING CO	WMS-SERVICE	9/30/2009	36,575.00
350178		FIRST STUDENT, INC	MAINT CAMERA SYSTEM	9/22/2009	36,493.82
349763		WEST METRO EDUCATION PROGRAM	FINAL INTEGRATION 08-09	9/4/2009	32,341.00
350034		KAMIDA	CMS-CONCRETE JOB#1613	9/15/2009	30,785.00
350398		EDUCATION 2020	WEB ADMIN,TRAINING & APPLIANCE	9/30/2009	23,166.00
350384		CENTRAL ROOFING CO	EMS-REPAIRS	9/30/2009	21,533.00
350188		HAMLINE UNIVERSITY	3 PROF DEV INSTITUTES 8/09	9/22/2009	19,140.00
350490		WESTONKA ELECTRIC	GL-ECU	9/30/2009	18,749.00
350285		DIVERSIFIED SNACK DISTRIBTION (DSD INC)	SNACK MACHINE PRODUCTS	9/24/2009	17,987.71
350266		RELIA STAR LIFE INS CO	INS TRACKING BILLING	9/23/2009	17,807.89
350345		ADAM SERVICES	TOTAL FUEL ESCALATOR 08-09	9/25/2009	17,011.42
350229		PRECISION MACHINE CONTROL	GW-LIGHTING	9/22/2009	16,899.50
349739		RELIA STAR LIFE INS CO	INS. TRACKING BILLING	9/1/2009	16,553.98
349756		XEROX CORP	COPIER BLANKET	9/1/2009	16,398.49
349959		NW SHEET METAL CO	CMS-DUST COLLECTOR MDE#25598	9/10/2009	16,162.98
349835		ANDERSEN INC., EARL F.	SH-SURFACING MDE#25507 MDE#25507	9/9/2009	15,840.00
350383		CENTRAL ROOFING CO	WMS-SERVICE FINAL	9/30/2009	15,615.90
349863		HEWLETT PACKARD CO	COMPUTERS	9/9/2009	15,264.00

349848	CDW GOVERNMENT, INC	PARTS	9/9/2009	13,779.85
350441	MC GRAW HILL COMPANIES	KL BOOKS & SUPPLIES	9/30/2009	13,777.23
349723	MC GRAW HILL COMPANIES	GW-MATH JOURNALS	9/1/2009	13,353.68
350169	CORPORATE MECHANICAL	EMS-POOL	9/22/2009	12,377.55
350352	AMERICAN CENTURY	PAYROLL ACCRUAL	9/30/2009	12,354.23
350307	MC GRAW HILL COMPANIES	BV- STUDENT MATH JOURNALS	9/24/2009	11,992.51
350368	SCHOOL SERVICE EMPLOYEES	PAYROLL ACCRUAL	9/30/2009	11,872.93
350228	CITY OF PLYMOUTH - FINANCE DEPT	WATER	9/22/2009	11,814.26
350336	TRIO SUPPLY CO	SERVING SUPPLIES	9/24/2009	11,800.69
349980	AMERICAN CENTURY	PAYROLL ACCRUAL	9/15/2009	11,567.67
349838	ATOMIC LEARNING, INC	SUBSCRIPTION RENEW-INTEGRATION PKG	9/9/2009	11,255.00
350359	MET LIFE	PAYROLL ACCRUAL	9/30/2009	11,071.38
349811	PUETZ, EMILY	PROF SERVICE	9/4/2009	10,584.55
349805	LILLIE, KEVIN	EMS-CORRIDORS,TECH LAB	9/4/2009	10,520.00
349924	TRU GREEN CHEM LAWN	SH-LAWN CARE	9/9/2009	10,110.00
350042	MC GRAW HILL COMPANIES	SH-MATH SUPPLIES & BOOKS	9/15/2009	10,072.97
349986	MET LIFE	PAYROLL ACCRUAL	9/15/2009	9,691.33
349799	KAMIDA	HS,CMS-CONCRETE	9/4/2009	9,400.00
350086	VANTAGE PAINTING CO	GL-LL CORRIDORS	9/15/2009	8,575.00
349946	HOCKENBERGS	WMS-ALA CARTE	9/10/2009	8,464.02
350221	OSP INC/OUT SOURCE PROJECTS	SEC HPN WEST PERKINS CONSORTIUM	9/22/2009	8,416.00
350090	WASTE MANAGEMENT-BLAINE	SERVICE	9/15/2009	8,245.87
350450	NW SHEET METAL CO	OW-KITCHEN EXHAUST	9/30/2009	8,226.00
349933	WTG TERRAZZO & TILE INC	EMS-POOL UPGRADES	9/9/2009	8,000.00
350269	ADVANCED PLANNING TECHNOLOGIES INC.	SUPPORT AGREE 7/1/09-6/30/10	9/24/2009	7,609.47
349837	APPLE INC	IPODS AND IMAC	9/9/2009	7,548.20
350190	HANUS ENTERPRISES,LLP	FACILITY LEASE AGREEMENT	9/22/2009	7,500.00
349957	NEXT DAY GOURMET/SUPERIOR PRODUCTS	SUPPLIES	9/10/2009	7,438.47
350273	BIX PRODUCE CO	GROCERIES	9/24/2009	7,286.84
349782	GMH ASPHALT CORPORATION	WMS-WALKWAY	9/4/2009	7,250.85
349871	KENNEDY & GRAVEN CHARTERED	PROF SERVICE-JULY 09	9/9/2009	7,233.85
350434	LILLIE, KEVIN	OW-2 KDGN RMS	9/30/2009	7,115.00
350422	INSPEC, INC.	09 ROOF REPAIRS	9/30/2009	6,757.70
350265	RELIA STAR LIFE INSURANCE CO	INS TRACKING BILLING	9/23/2009	6,691.27
350151	US ENERGY SERVICES, INC	ENERGY-AUGUST	9/17/2009	6,575.25
350251	TARGET COMMERCIAL INTERIORS	KL-SERV & SUPPLIES	9/22/2009	6,287.66
349796	INSPEC, INC.	WMS-ROOF	9/4/2009	6,276.00
349740	RELIA STAR LIFE INSURANCE CO	INS. TRACKING BILLING	9/1/2009	6,236.73
349881	LOW VOLTAGE CONTRACTORS	HS-SERVICE-MDE#25624	9/9/2009	6,092.65
350447	MN SCHOOL BOARDS ASSN - INS TRUST	DEDUCTIBLE BILLING STATEMENT	9/30/2009	5,906.18
350252	TEAM SPORTING GOODS, INC	ATH-SUPPLIES	9/22/2009	5,814.85
350333	SPUNKMEYER INC., OTIS	GROCERIES-HS 9/21/09	9/24/2009	5,394.32
349759	MPLS FINANCE DEPT	COMPOST HAULING	9/4/2009	5,317.44
349820	STATE SUPPLY CO, INC.	SUPPLIES	9/4/2009	5,262.31
350061	PREMIER SCHOOL AGENDAS	AGENDAS	9/15/2009	5,010.00
349804	LIFETIME FITNESS, INC.	LOCKER RM RENTAL	9/4/2009	4,919.30
349814	RISE DISPLAY	CUL EXP-EQUIP DEPOSIT 50%	9/4/2009	4,477.00
350462	REINHARDT, HAZEL	PROF SERVICE	9/30/2009	4,350.00
350096	XEROX CORP	INVENTORY - STAPLES	9/15/2009	4,260.00

350369	CORPORATE HEALTH SYSTEMS INC	PAYROLL ACCRUAL	9/30/2009	4,195.08
349912	SCHOOLDUDE.COM	TECH ANNUAL RENEW	9/9/2009	4,117.73
349993	SCHOOL SERVICE EMPLOYEES	PAYROLL ACCRUAL	9/15/2009	3,866.37
350478	TWIN CITY MECHANICAL INC	HS-SERVICE	9/30/2009	3,850.55
349906	RETROFIT RECYCLING, INC	CSF-SERVICE MDE#25586	9/9/2009	3,818.47
350456	CITY OF PLYMOUTH - FINANCE DEPT	FUEL USAGE AUGUST 2009	9/30/2009	3,778.96
349883	MAVO SYSTEMS, INC	WMS-SERVICE-MDE#25609	9/9/2009	3,770.41
350423	INTERMEDIATE DIST 287	LEGAL SERVICES-7/09	9/30/2009	3,509.00
350214	MILLER 32ND AVE, LLC	RENT & TAXES	9/22/2009	3,498.13
349736	PUETZ, EMILY	PROF SERVICE	9/1/2009	3,265.94
349810	CITY OF PLYMOUTH - FINANCE DEPT	FUEL USAGE JULY 2009	9/4/2009	3,105.50
349802	LARSON ALLEN LLP	PROF SERVICE AUDIT	9/4/2009	3,093.41
350303	LOFTON, GABRIEL	PROF SERVICE	9/24/2009	3,000.00
350477	TEENS ALONE	CRISIS COUNSELING 7/1/09-6/30/10	9/30/2009	3,000.00
350248	STEINBRECHER PAINTING INC.	OW-MISC	9/22/2009	2,916.00
350038	LARSON CO, GUSTAVE A.	WMS-AC COMP	9/15/2009	2,811.76
350082	TOWN & COUNTRY FENCE	WMS-POOL PLAZA	9/15/2009	2,795.00
350271	AIRPORT, PIONEER & TOWN TAXI	TRANSPORT	9/24/2009	2,776.00
349930	VALSPAR PAINT	EMS-SUPPLIES	9/9/2009	2,704.50
350289	EARTHGRAINS CO, THE	BREADS	9/24/2009	2,702.41
349994	ACOUSTICS ASSOCIATES	CMS-C WING PARTIAL MDE#97167	9/15/2009	2,522.00
350458	PUETZ, EMILY	PROF SERVICE 9/1/09	9/30/2009	2,368.47
350360	MN CHILD SUPPORT - PAYMENT CTR	PAYROLL ACCRUAL	9/30/2009	2,344.93
350063	PUETZ, EMILY	PROF SERVICE 9/3/09	9/15/2009	2,168.47
349936	ACTION MAILING SERVICE	PIN MAILING	9/10/2009	2,164.24
350263	WESTONKA ELECTRIC	TECH & HS	9/22/2009	2,077.00
350378	BLICK, DICK	CMS-SUPPLIES	9/30/2009	2,045.60
349728	MN SCHOOL BOARDS ASSN	SUBSCRIPTION	9/1/2009	2,000.00
349934	YMCA - RIDGEDALE	LCTS FUNDS	9/9/2009	2,000.00
349918	TIES	SERVER BACKUP TAPES	9/9/2009	1,989.47
350238	SCHOOL SPECIALTY	PC SUPPLIES	9/22/2009	1,948.95
349771	COMMERCIAL WALL SYSTEMS, INC	CMS-TRANSP OFFICE	9/4/2009	1,918.00
349746	TIME FOR KIDS	SUBSCRIPTIONS	9/1/2009	1,878.50
349791	HIRSHFIELD'S PAINT	CMS-SUPPLIES	9/4/2009	1,832.88
349772	CORPORATE HEALTH SYSTEMS INC	FLEX PROCESS AUG 2009	9/4/2009	1,826.64
349943	COMMERCIAL KITCHEN SERVICES	CMS-SERVICE	9/10/2009	1,815.00
349724	MERZER, SHEILA	CONT SERV	9/1/2009	1,800.00
349987	MN CHILD SUPPORT - PAYMENT CTR	PAYROLL ACCRUAL	9/15/2009	1,781.09
349972	INTERMEDIATE DIST 287	CO-CURRICULAR SERV-08/09	9/10/2009	1,719.26
350389	COMMERCIAL WALL SYSTEMS, INC	WMS-CHOIR/CAFE STAIRS	9/30/2009	1,717.00
350247	STATE SUPPLY CO, INC.	BV-BATHRM PARTITIONS	9/22/2009	1,655.17
349765	AIR PURIFICATION & ENERGY	SH-SUPPLIES	9/4/2009	1,645.48
350326	SCHUMACHER WHOLESALE MEATS INC	GROCERIES	9/24/2009	1,627.85
350222	PARALLEL TECHNOLOGIES INC	HS-ENTRY	9/22/2009	1,626.00
349901	PUMP & METER SERVICE, INC	SH-VEEDER ROOT- MDE#25584	9/9/2009	1,599.07
350330	SLATER, CURTIS	REIMBURSE	9/24/2009	1,588.00
349768	CARRIER CORP	CMS-CHILLER UPGRADE	9/4/2009	1,521.25
349828	WAYZATA, CITY OF	WATER/SEWER	9/4/2009	1,511.30
350485	WAYZATA, CITY OF	WATER/SEWER	9/30/2009	1,511.30

349786	GRAINGER INC., W. W.	SUPPLIES MULTIPLE SCHOOLS	9/4/2009	1,466.65
350299	HOUGHTON MIFFLIN CO LLC	OAKWOOD 1ST GRADE BOOKS	9/24/2009	1,460.42
350064	QUALITY BLENDING	HS-SUPPLIES	9/15/2009	1,432.00
350276	BROWN'S ICE CREAM CO	GROCERIES	9/24/2009	1,416.52
350167	CONCRETE SLAB LIFTING OF SAVAGE, INC	HS-LANDSCAPING	9/22/2009	1,410.00
350393	DALBEC ROOFING CO	HS-SERVICE	9/30/2009	1,390.94
350216	MN PRINT MANAGEMENT	PAYROLL CKS	9/22/2009	1,384.93
350236	SCHMITT MUSIC CO	MUSIC CMS	9/22/2009	1,359.60
349833	AMERICAN C.P.R. & FIRST AID, INC	HB TRAINING	9/9/2009	1,320.00
349973	INTERMEDIATE DIST 287	SUM TRANSITION PROG 6/09	9/10/2009	1,298.58
349813	QUALITY BLENDING	GW-SUPPLIES	9/4/2009	1,295.26
350143	SKYWARD USERS CONFERENCE OF MN	CONFERENCE	9/17/2009	1,290.00
350448	MOORHEAD MACHINERY & BOILER CO.	SH-BOILER SERVICE	9/30/2009	1,243.38
350339	TROPICANA CHILLED DSD	BEVERAGES-CUST#124737	9/24/2009	1,231.68
349892	OLSEN FIRE PROTECTION, INC	KL-SERVICE MDE#25626	9/9/2009	1,191.00
350152	WASTE MANAGEMENT-BLAINE	SERVICE	9/17/2009	1,190.06
350155	AIR PURIFICATION & ENERGY	WMS-SUPPLIES	9/22/2009	1,185.06
350220	ORANGE TREE EMPLOYMENT SCREENING	PROF SERVICE	9/22/2009	1,170.00
350006	COMMERCIAL DOOR SYSTEMS, INC	EMS-DRS	9/15/2009	1,161.48
349803	LARSON CO, J. H.	SUPPLIES	9/4/2009	1,149.81
349932	WALLACE, GLORIA	PROF SERVICE	9/9/2009	1,125.00
350409	GRAYBAR ELECTRIC CO	SUPPLIES	9/30/2009	1,120.04
350085	VALLEY-RICH CO INC.	CMS-HYDRANT HIT BY CAR	9/15/2009	1,117.02
350045	MN DEPT OF EDUCATION	CAREERS MAGAZINE	9/15/2009	1,106.25
349712	AMERICAN RED CROSS	CED-SUPPLIES	9/1/2009	1,088.00
350007	COMMUNICATION MAILING SERVICES	TRANSP MAILING	9/15/2009	1,085.76
350407	GRAINGER INC., W. W.	SUPPLIES	9/30/2009	1,068.98
350445	MINVALCO	HS-PARTS	9/30/2009	1,057.25
350491	WOLF RIDGE ENVIRONMENTAL	CMS-CALENDAR SALES	9/30/2009	1,050.00
349770	COMMERCIAL DOOR SYSTEMS, INC	ALA CARTE REMODEL	9/4/2009	1,044.99
349925	VALA, LISA	REIMBURSE	9/9/2009	1,036.50
350196	HOUSE OF PRINT	PROF SERV-CED YOUTH	9/22/2009	1,030.00
350332	SOCCER EXPRESS USA	ATH-SUPPLIES	9/24/2009	1,008.00
350443	METRO ATHLETIC SUPPLY	GL ATHLETIC SUPPLIES	9/30/2009	1,000.70
350170	DALBEC ROOFING CO	CMS-WRESTLING/WOODSHOP	9/22/2009	975.00
350194	HENN CNTY INFO TECHNOLOGY	SERVICE 8/09-12/09	9/22/2009	960.00
349867	JOHNSON, MICHAEL	REIMBURSE	9/9/2009	940.04
350103	CITY OF BLOOMINGTON	GL-FIELD TRIP	9/17/2009	937.75
350212	METRO ATHLETIC SUPPLY	ATH-SUPPLIES	9/22/2009	922.35
350444	MINUTEMAN PRESS OF MINNETONKA	INVENTORY MY BEAUTIFUL BOOK	9/30/2009	916.01
350171	DALCO CORP	SUPPLIES	9/22/2009	913.97
350390	CONCRETE SLAB LIFTING OF SAVAGE, INC	KL-SERVICE	9/30/2009	900.00
350279	COLLEGE TOWN PIZZA INC #1966	PIZZA-CUST#66-0000001	9/24/2009	870.00
350225	PLATT, SALLY	REIMBURSE	9/22/2009	855.75
350183	GRAINGER INC., W. W.	SUPPLIES	9/22/2009	829.16
349767	BRIGHTER IMAGE, A	AWNING CLEANING	9/4/2009	825.00
350340	UNIVERSAL PUBLISHING	SH SUPPLIES	9/24/2009	818.40
349900	POWERFUL LEARNING CONCEPTS	PROF SERVICE	9/9/2009	810.00
350452	PARALLEL TECHNOLOGIES INC	DATA INSTALLATIONS	9/30/2009	801.81

350070	SCHOOL SPECIALTY	EMS STUDENT CHAIRS	9/15/2009	800.64
350410	HAHN, R.N.,PHN, MICHELLE	CONSULT SERV-8/09	9/30/2009	800.00
349854	GILDEA, CRYSTAL	REIMBURSE	9/9/2009	786.85
349915	SPIRITWEAR USA	PC-SUPPLIES	9/9/2009	764.50
350257	TWIN WEST CHAMBER OF COMMERCE	LEGISLATIVE BREAKFAST-CA	9/22/2009	750.00
350467	SAHLSTROM, DANIEL	SQUARE DANCE INSTRUCTION	9/30/2009	750.00
349737	REALLY GOOD STUFF	SUPPLIES	9/1/2009	743.93
350028	HOME DEPOT/GECF	CMS-SUPPLIES	9/15/2009	732.21
350288	DVM PIZZA, INC	PIZZA	9/24/2009	725.00
350060	POWELL, MARY	RETIREE HEALTH INSURANCE	9/15/2009	723.00
349964	VALLEY HIGH SCHOOL	HS-DEBATE 9/09	9/10/2009	720.00
350133	PAMS LUNCHROOM LLC	SERVICE	9/17/2009	705.00
349825	US ENERGY SERVICES, INC	ENERGY-AUGUST	9/4/2009	700.00
350099	ASPLUND, JERRY	REFUND	9/17/2009	700.00
350296	HI-TECH REFRIGERATION	CMS-WALK-IN	9/24/2009	691.04
349827	WATER SPECIALTY OF MN, INC	EMS-POOL UPGRADES	9/4/2009	659.27
349910	SCHOLASTIC CLASSROOM MAGAZINES	PC SUPPLIES	9/9/2009	658.69
349853	E SCHOOL SOLUTIONS	TRAVEL EXPENSE-TRAINER	9/9/2009	653.47
350278	COCA-COLA BOTTLING CO	HS-POP DELIVERY	9/24/2009	653.25
350187	HALSEY, BARBARA	SEMINAR-5 TEACHERS	9/22/2009	645.00
350156	ALLEGRA PRINT & IMAGING	ATH-ELIG INFO	9/22/2009	634.40
350281	COMMERCIAL KITCHEN SERVICES	CMS-CONV OVEN	9/24/2009	630.98
350250	SUCCESS BY DESIGN, INC	GL-SUPPLIES	9/22/2009	623.78
350011	ECOLAB PEST ELIMINATION DIV	PEST CONTROL	9/15/2009	622.00
350180	GENERAL REPAIR SERVICE BURAND INC	CMS-STATION PUMPS	9/22/2009	615.00
350327	SCREENSCOPE, INC	DVD'S	9/24/2009	614.00
349919	TOTMAN, GISELE	REIMBURSE	9/9/2009	608.85
349890	NON STOP MUSIC LIBRARY	MUSIC LIBRARY RENEWAL	9/9/2009	600.00
349762	STAR TRIBUNE	GW-NEWSPAPERS	9/4/2009	593.40
350468	SCHINDLER ELEVATOR CORP	HS-SERVICE #2	9/30/2009	584.20
350166	COMMERCIAL DOOR SYSTEMS, INC	SH-SUPPLIES	9/22/2009	578.24
350050	NEOPOST INC.	MAIL EQUIPMENT @ AD BLDG BLANKET	9/15/2009	567.96
350492	YOUNGBLOOD LUMBER CO	PC-SHELVING	9/30/2009	563.71
350159	AVALON SECURITY SERVICES	SECURITY HS FOOTBALL	9/22/2009	560.25
349773	DALCO CORP	SUPPLIES	9/4/2009	550.89
350040	LOFFLER COMPANIES, INC	COPIER BLANKET	9/15/2009	547.83
349715	BLICK, DICK	ART SUPPLES	9/1/2009	546.72
350022	GRAINGER INC., W. W.	WMS-SUPPLIES	9/15/2009	543.94
350224	PEPPER & SON INC., J. W.	CMS-MUSIC	9/22/2009	542.48
350329	SHAMROCK GROUP	SNACKS-CUST#03293	9/24/2009	531.00
350484	VOSS LIGHTING	INVENTORY LAMPS	9/30/2009	530.60
350195	HIRSHFIELDS' PAINT MANUFACTURING	SUPPLIES	9/22/2009	522.00
350302	INTERMEDIATE DIST 287	WORKSHOP	9/24/2009	520.00
350465	ROOT-O-MATIC	PC-SERVICE	9/30/2009	520.00
349886	MTU ONSITE ENERGY	CMS-SERVICE MDE#25623	9/9/2009	519.00
350260	WATER SPECIALTY OF MN, INC	EMS-SUPPLIES	9/22/2009	505.10
349913	SCHOOL SPECIALTY	PC-STUDENT FURNITURE	9/9/2009	504.99
350255	THYSSENKRUPP ELEVATOR CORP	WMS-ALARM BELL	9/22/2009	502.50
349875	KRAEMER'S TRUE VALUE HOME CNTR	KEYS	9/9/2009	494.74

349945	GILDEMEISTER, BRIAN	REIMBURSE	9/10/2009	490.56
349879	LEJONVARN, MIRIAM	REIMBURSE	9/9/2009	486.97
350053	NICKEL, KAREN	REIMBURSE	9/15/2009	478.98
350420	INDUSTRIAL SUPPLY CO	SUPPLIES	9/30/2009	477.97
350373	ALTERNATIVE BUSINESS FURNITURE INC	OW-END CAPS AND PANELS FOR LIBRARY	9/30/2009	473.00
350032	ISD #11 ANOKA HENNEPIN	SH-STAFF DEV	9/15/2009	455.00
350453	PEPPER MUSIC	EMS-VOCAL MUSIC	9/30/2009	451.79
350454	PEPSI-COLA	POP PURCHASES	9/30/2009	441.80
350084	TWIN CITY MECHANICAL INC	PC-SERVICE	9/15/2009	420.75
350372	ALL STRINGS ATTACHED	MS-ORCHESTRA-BOWS	9/30/2009	420.00
349761	ORANGE TREE EMPLOYMENT SCREENING	PROF SERVICE	9/4/2009	418.00
349858	HARREN, KIMBERLY	REIMBURSE	9/9/2009	415.81
350079	TEAM SPORTING GOODS, INC	ATH-SUPPLIES	9/15/2009	409.03
350204	LANDY, JENNIFER	REIMBURSE	9/22/2009	402.56
350325	SCHMITT MUSIC CO	CMS-MUSIC	9/24/2009	398.60
350323	SAX ARTS AND CRAFTS	SH-ART SUPPLIES	9/24/2009	394.98
350294	GREEN CO, JOHN R	SUPPLIES	9/24/2009	394.30
350386	CLASSROOM DIRECT	GL SUPPLIES	9/30/2009	392.71
350071	SHEPARD, TYLER	REIMBURSE	9/15/2009	390.00
349732	ORANGE TREE EMPLOYMENT SCREENING	PROF SERVICE	9/1/2009	384.00
350008	DAVEY TREE EXPERT CO, THE	HS-PLANTINGS	9/15/2009	380.00
350092	WEST SIDE REDI MIX, INC	EMS-LANDSCAPE PROJECT	9/15/2009	380.00
350173	DAVEY TREE EXPERT CO, THE	HS-LANDSCAPING	9/22/2009	380.00
350163	BOILER SERVICES, INC	BV-REPLACE PIPE	9/22/2009	379.88
349735	PROFESSIONAL INTERPRETING	CONT SERV	9/1/2009	379.20
349931	VEBEROD GEM GALLERY	HS-SUPPLIES	9/9/2009	378.82
350005	COCA-COLA BOTTLING CO	PC-POP DELIVERY	9/15/2009	378.00
350067	ROOT-O-MATIC	EMS-SERVICE	9/15/2009	370.00
350078	SUN NEWSPAPERS	BD OF ED PUBLISHED MINUTES	9/15/2009	364.66
350357	GURSTEL, STALOCH & CHARGO, PA	PAYROLL ACCRUAL	9/30/2009	359.31
350237	SCHOLASTIC MAGAZINES	HS-SUPPLIES-LJ	9/22/2009	344.58
350131	NEIL, KAREN	REIMBURSE	9/17/2009	337.83
349743	SPIRITWEAR USA	ATH-T-SHIRTS	9/1/2009	336.00
350126	MN DAPE CONFERENCE	CONFERENCE	9/17/2009	330.00
350350	SCHOOL MATE	KL-SUPPLIES	9/25/2009	330.00
350394	DISH NETWORK	HS-CABLE	9/30/2009	327.88
350134	PARALLEL TECHNOLOGIES INC	WMS-ALA CARTE	9/17/2009	325.00
350130	NARVESON, CAROLYN	REIMBURSE	9/17/2009	323.18
350094	WOODHULL, SANDRA	SUPPLIES	9/15/2009	319.54
349908	SCHAEFBAUER, RODGER	REIMBURSE	9/9/2009	316.97
349720	HILDI INC	PROF SERVICE	9/1/2009	312.00
350083	TREWICK, MICHAEL	REIMBURSE	9/15/2009	308.99
350471	SEVERSON, JULIE	REIMBURSE	9/30/2009	303.52
350314	PARALLEL TECHNOLOGIES INC	SH-2 DATA	9/24/2009	300.00
350280	COLLEGE TOWN PIZZA INC #1937	PIZZA-CUST#37-0000001	9/24/2009	297.25
350474	STATE SUPPLY CO, INC.	PC-SUPPLIES	9/30/2009	296.03
349818	SONUS INTERIORS, INC	GW-CEILING	9/4/2009	288.00
349745	SUPREME SCHOOL SUPPLY CO	SUPPLIES	9/1/2009	283.47
350341	WACHS, JANETTE	REIMBURSE	9/24/2009	279.52

350361	MN DEPT OF REVENUE	PAYROLL ACCRUAL	9/30/2009	279.14
349744	SUN NEWSPAPERS	BD OF ED PUBLISHED MINUTES	9/1/2009	278.85
350419	INDUSTRIAL LUMBER & PLYWOOD INC.	PC-ART RM	9/30/2009	277.45
349949	LAKEVILLE NO VOLLEYBALL BOOSTER CLUB	ENTRY FEE	9/10/2009	275.00
349846	BROWN, SETH	REIMBURSE	9/9/2009	269.90
349882	MAAS, RENE	REIMBURSE	9/9/2009	269.00
349895	PARTS DIRECT	SUPPLIES	9/9/2009	261.81
350114	INTERMEDIATE DIST 287	ACHIEVE GREATNESS	9/17/2009	260.00
349836	ANDERSON, MARY	REIMBURSE	9/9/2009	259.93
349797	J & J GLASS & GLAZING INC	HS-C WING	9/4/2009	257.88
350127	MN DEPT OF REVENUE	PAYROLL ACCRUAL	9/17/2009	255.97
349714	BG CONSULTING	CED-PLANE TICKET/TRANING-RW	9/1/2009	255.90
349713	BARNES & NOBLE	BKS	9/1/2009	251.52
350189	HANSEN, ELIZABETH	REIMBURSE	9/22/2009	250.00
350258	UNIVERSITY OF MN	ENTRY FEE	9/22/2009	250.00
350479	TWIN WEST CHAMBER OF COMMERCE	LEGISLATIVE BREAKFAST-SD	9/30/2009	250.00
350342	WATSON CO INC., THE	HS-COCOA	9/24/2009	249.47
350049	NEIL, KAREN	REIMBURSE	9/15/2009	248.24
350433	LARSON CO, J. H.	EMS-SUPPLIES	9/30/2009	247.66
349817	SMITH, JAMIE	PROF SERVICE	9/4/2009	245.00
350264	XEROX CORP	INVENTORY FAX SUPPLIES	9/22/2009	244.00
349766	ANDERSEN INC., EARL F.	LOT STRIPPING	9/4/2009	243.01
350010	EASTER, MARK	CMS-TUNING	9/15/2009	240.00
350290	EASTER, MARK	KL-TUNING	9/24/2009	240.00
349917	TIERNEY BROTHERS, INC.	BV-REPAIR ON MICS	9/9/2009	229.00
350293	GIBSON, JANE	REIMBURSE	9/24/2009	228.80
349904	REINHOFER, MARVEL	ATH-MEND HOCKEY SOCKS	9/9/2009	225.00
350044	METRO ECSU-REGION 11 IDS #920	WORKSHOP	9/15/2009	225.00
350242	SERVICE FIRE PROTECTION INC	CMS-SERVICE	9/22/2009	225.00
349842	BISSONNETTE, MICHAEL	PROF SERV & BKS	9/9/2009	220.00
349787	GRAYBAR ELECTRIC CO	GW-LIGHT PROJECT	9/4/2009	215.00
350437	MARSHALL HIGH SCHOOL	ENTRY FEE	9/30/2009	215.00
349798	JHF - JOHN HENRY FOSTER	EMS-SUPPLIES	9/4/2009	211.01
350309	MITSCH, BONNIE	PROF SERVICE	9/24/2009	204.15
349839	BAKER, EILEEN	REIMBURSE	9/9/2009	202.08
350395	DOUGHTY, ROSANNE	REIMBURSE	9/30/2009	200.36
350405	GLENBROOK NORTH HIGH SCHOOL	HS-DEBATE	9/30/2009	200.00
350267	1ST LINE/LEEWES VENTURES LLC	BEVERAGES CUST#46734	9/24/2009	198.75
349795	INPRO CORP	CMS-SUPPLIES	9/4/2009	195.77
350001	CHASKA HIGH SCHOOL	ENTRY FEE	9/15/2009	195.00
350412	HEDBERG AGGREGATES INC	CMS-TENNIS CT STEPS	9/30/2009	194.14
350132	OLSON, BRIAN	OFFICIAL	9/17/2009	194.00
350348	PETTY CASH - CMS	MISC SUPPLIES	9/25/2009	193.44
350432	LARSON CO, GUSTAVE A.	SH-SUPPLIES	9/30/2009	192.48
350385	CHANEN, MICHAEL	REIMBURSE	9/30/2009	188.76
350234	SCHMIDT, LESLIE	REFUND	9/22/2009	187.00
350317	RAVNHOLDT, TANYA	REIMBURSE	9/24/2009	186.79
350030	INFRARED HEATING SALES & SERVICE INC	SUPPLIES	9/15/2009	185.50
349843	BLAINE HIGH SCHOOL	ENTRY FEE	9/9/2009	185.00

349790	HIGHWAY 55 RENTAL & SALES INC	PC-CUST SINK	9/4/2009	180.26
350072	SILENT KNIGHT SECURITY GROUP	WMS-ANNUAL ELEV MONITOR	9/15/2009	180.00
350077	STEVENS, PATRICIA	REIMBURSE	9/15/2009	177.24
349829	WITTMAN, ROBERT	REIMBURSE	9/4/2009	177.21
350217	NARVESON, CAROLYN	REIMBURSE	9/22/2009	176.00
349757	ECOLAB FOOD SAFETY SPECIALITES	SUPPLIES	9/4/2009	175.26
350104	CRYSTAL PRODUCTIONS	CMS-ART SUPPLIES	9/17/2009	173.13
350254	THREE RIVERS PARK DISTRICT	CED-FISH CAMP	9/22/2009	172.00
349823	ST. MICHAEL-ALBERTVILLE HIGH	ENTRY FEE	9/4/2009	170.00
350312	NOYED, ROBERT	REIMBURSE	9/24/2009	169.73
349783	GOODIN CO	CMS-SCI CTR	9/4/2009	168.09
350351	TILLOTSON, ADAM	REIMBURSE	9/25/2009	166.63
350396	DOYLE SECURITY PRODUCTS	SUPPLIES	9/30/2009	163.46
350272	BEER SYSTEM MAINTENANCE	HS-CONDIMENT BAR	9/24/2009	162.50
349852	EASTVIEW HIGH SCHOOL	ENTRY FEE	9/9/2009	160.00
349884	MERLINO, RORY	OFFICIAL	9/9/2009	156.00
350140	REED, JONATHAN	OFFICIAL	9/17/2009	156.00
350461	REED, JONATHAN	OFFICIAL	9/30/2009	156.00
350436	LUTZ, DAVID	REIMBURSE	9/30/2009	155.82
349780	GAIBOR, HEIDI	CONT SERV	9/4/2009	154.32
349806	MAPLE GROVE HIGH SCHOOL	ENTRY FEE	9/4/2009	150.00
349869	JOHNSON, SUSAN	REIMBURSE	9/9/2009	150.00
349888	NARVESON, CAROLYN	REIMBURSE	9/9/2009	150.00
349944	EDINA HIGH SCHOOL	ENTRY FEE	9/10/2009	150.00
349947	JEFFERSON HIGH SCHOOL/BOYS SOCCER	ENTRY FEE	9/10/2009	150.00
350154	ACHIEVEMENT RESOURCES NETWORK	WORKSHOP	9/22/2009	150.00
350207	MARQUETTE UNIVERSITY HIGH SCHOOL	DEBATE TOURN 9/18/09-9/20/09	9/22/2009	150.00
350175	ELECTRIC MOTOR REPAIR, INC	SUPPLIES	9/22/2009	149.15
350455	PHILLIPS, WADE	REIMBURSE	9/30/2009	144.49
349898	PETERS, KAREN	REIMBURSE	9/9/2009	144.20
350451	ORUC, DZEVDO	OFFICIAL	9/30/2009	144.00
350160	AWALT, NATALIE	REFUND	9/22/2009	143.00
350219	OH, EUNICE	REFUND	9/22/2009	143.00
350241	SELLMAN, TRACY	REFUND	9/22/2009	143.00
350253	THEISSEN, MELANIE	REFUND	9/22/2009	143.00
350075	STATE SUPPLY CO, INC.	WMS-POOL L.R.	9/15/2009	142.50
349794	HYDROLOGIC	SUPPLIES	9/4/2009	137.92
349807	MCNEAL, JOSEPH	REIMBURSE	9/4/2009	137.57
350413	HIGHWAY 55 RENTAL & SALES INC	KL-POWER TO LIFT POLES	9/30/2009	137.00
350076	STEP SAVER INC	HS-SALT	9/15/2009	136.90
350297	HIGHWAY 55 RENTAL & SALES INC	RENT GRILL-EMS	9/24/2009	135.45
349996	AMERICAN RED CROSS	CED-SUPPLIES	9/15/2009	135.00
350215	MN FUTURE PROBLEM SOLVING PROGRAM	REGISTRATION	9/22/2009	135.00
349937	ALLISON, FATAI	OFFICIAL	9/10/2009	134.00
349948	KELLY, SEAN	OFFICIAL	9/10/2009	134.00
349951	LORINSER, TONY	OFFICIAL	9/10/2009	134.00
349840	BALDWIN, KRISTIN	REIMBURSE	9/9/2009	131.25
350199	J & J GLASS & GLAZING INC	EMS SERVICE	9/22/2009	130.71
349731	NELSON, SHELLY	REIMBURSE	9/1/2009	130.22

350277	BRYANT, ANDREW	REIMBURSE	9/24/2009	129.92
350304	MAHON, MARY	REFUND	9/24/2009	129.00
350098	ALLISON, FATAI	OFFICIAL	9/17/2009	127.00
350101	BRONER, GABRIEL	OFFICIAL	9/17/2009	127.00
350185	GUNDALE, JENNY	REFUND	9/22/2009	127.00
349716	CHRISTOPHERSON, ALLAN	REIMBURSE	9/1/2009	126.27
349801	LAKEVILLE HIGH SCHOOL	ENTRY FEE	9/4/2009	125.00
349902	RANDALL, LIZABETH	REIMBURSE	9/9/2009	125.00
349941	BENILDE/ST. MARGARETS SCHOOL	ENTRY FEE	9/10/2009	125.00
349942	CHASKA HIGH SCHOOL	ENTRY FEE	9/10/2009	125.00
349963	SWAIN CROSS COUNTRY RUN	ENTRY FEE	9/10/2009	125.00
350400	ELANDER, MARY	REIMBURSE	9/30/2009	125.00
350270	ADVON INC	SERVICE	9/24/2009	124.00
350388	COMMERCIAL DOOR SYSTEMS, INC	PC-HINGE	9/30/2009	121.28
349876	LABARGE, LACEY	REIMBURSE	9/9/2009	120.67
349808	MOSS, BILL	REFUND	9/4/2009	120.00
349940	ARMSTRONG HIGH SCHOOL	ENTRY FEE	9/10/2009	120.00
349962	STILLWATER HIGH SCHOOL	ENTRY FEE	9/10/2009	120.00
349721	KLUMB, JEANNINE	REIMBURSE	9/1/2009	119.57
350091	WATER SPECIALTY OF MN, INC	EMS-POOL REMODEL	9/15/2009	119.20
350020	GOLDEN VALLEY SUPPLY CO	GW-LIGHT & CEILING PROJECT	9/15/2009	117.65
349995	ADI	EMS-DR REPLACE PROJECT	9/15/2009	115.98
349907	RIMINGTON, ROBERT	REIMBURSE	9/9/2009	114.50
350097	ABC DIVING CLUB	ATH-SUPPLIES	9/17/2009	110.70
349851	DOTEN, CLARK	REIMBURSE	9/9/2009	110.32
350201	JOHNSON, JERI	REIMBURSE	9/22/2009	109.62
350427	JOINER, KIMBERLY	REIMBURSE	9/30/2009	108.97
349885	MOTOROLA	SERVICE	9/9/2009	107.76
349844	BOLLING, KRISTEN	REIMBURSE	9/9/2009	107.12
350017	FOLLETT EDUCATIONAL SERVICES	BOOKS	9/15/2009	106.65
350476	SWIGGUM, LESLIE	REIMBURSE	9/30/2009	106.00
350287	DUNN BROS COFFEE DBA ESPRESSO DUNN	HS-COFFEE	9/24/2009	105.50
350313	ON SITE SANITATION	ATH-SANITATION UNITS	9/24/2009	105.01
350425	JIA, LIZHI & HANNAH	REFUND	9/30/2009	105.00
349788	HANLEY, DARCY	REIMBURSE	9/4/2009	104.45
350029	HOWARD, KATHRYN	REIMBURSE	9/15/2009	104.23
350334	SVENSSON, KRISTEN	REIMBURSE	9/24/2009	104.13
349816	SHIFFLER EQUIPMENT SALES, INC	SUPPLIES	9/4/2009	104.07
349914	SPECIAL SCHOOL DISTRICT #1	EC SCREENING	9/9/2009	104.00
350106	ERICKSON, CHRISTOPHER	OFFICIAL	9/17/2009	104.00
350009	DVORAK, MARY	SUPPLIES	9/15/2009	102.82
349991	NEW YORK LIFE	PAYROLL ACCRUAL	9/15/2009	102.25
350365	NEW YORK LIFE	PAYROLL ACCRUAL	9/30/2009	102.25
350473	STAPLES (FORMERLY CORP EXPRESS)	GW-SUPPLIES	9/30/2009	101.92
350202	KEIL, LINDSEY	REIMBURSE	9/22/2009	101.81
349960	PUBLIC EMPLOYEES RETIREMENT ASSN	PAYROLL ACCRUAL	9/10/2009	101.76
349841	BENNETT, SARAH	REIMBURSE	9/9/2009	101.31
350018	GARSTER, IRENE	REIMBURSE	9/15/2009	100.25
349717	COLUMBUS (MARSHALL) HIGH SCHOOL	ENTRY FEE	9/1/2009	100.00

349726	MN ASSN OF EDUCATIONAL OFFICE PROF.	CONFERENCE	9/1/2009	100.00
349760	ODYSSEY GROUP, THE	WORKSHOP	9/4/2009	100.00
349887	MWANGI, OLIVE	REFUND	9/9/2009	100.00
349938	ANDOVER HIGH SCHOOL	ENTRY FEE	9/10/2009	100.00
350016	FOLEY PUBLIC SCHOOLS	MEMBERSHIP 7/09-6/10 MA	9/15/2009	100.00
350117	KELSEY, RODERICK	PROF SERVICE	9/17/2009	100.00
350129	MOUNDSVIEW HIGH SCHOOL	ENTRY FEE	9/17/2009	100.00
350371	ACDA OF MINNESOTA	RENEW-MEMBERSHIP	9/30/2009	100.00
350380	BURDICK, CHERYL	REIMBURSE	9/30/2009	98.39
349880	LIDSKY, AMY	REIMBURSE	9/9/2009	98.19
349775	DEEP ROCK WATER CO	BOTTLE WATER & SERVICE	9/4/2009	97.80
349764	XEROX CORP	COPIER BLANKET	9/4/2009	96.00
350119	LABROSSE, MICHAEL	OFFICIAL	9/17/2009	96.00
350284	DIERKS, SUSAN	REIMBURSE	9/24/2009	95.99
350074	STANGLER, MICHELLE	REIMBURSE	9/15/2009	95.48
350310	MN FUTURE PROBLEM SOLVING PROGRAM	WORKSHOP	9/24/2009	95.00
350243	SHIFFLER EQUIPMENT SALES, INC	SUPPLIES	9/22/2009	94.20
350112	HIDDEN TALENT PRESS	BOOKS	9/17/2009	93.44
349800	KOSKELA, SARA	SUPPLIES	9/4/2009	92.73
349878	LAKEVILLE NO VOLLEYBALL BOOSTER CLUB	ENTRY FEE	9/9/2009	90.00
349722	LAKESHORE WEEKLY NEWS	LEGAL NOTICE	9/1/2009	88.20
350404	GEINERT, LISA	REIMBURSE	9/30/2009	88.20
350087	VOSS LIGHTING	SUPPLIES	9/15/2009	87.80
349769	CITI-CARGO & STORAGE	STORAGE	9/4/2009	87.00
350246	SNELL, ABBIE	OFFICIAL	9/22/2009	86.00
350182	GOLDEN VALLEY SUPPLY CO	SUPPLIES	9/22/2009	85.48
350381	CAPPELLIN, LAURIE	REFUND	9/30/2009	85.25
349778	EESCO/UNITED ELECTRIC	SUPPLIES	9/4/2009	85.03
349953	METRO ECSU-REGION 11 IDS #920	HS LIAISON NETWK-LV 9/09	9/10/2009	85.00
350041	MAKEMUSIC	CMS-SUBSCRIPTION	9/15/2009	85.00
350003	CLASSROOM DIRECT	SUPPLIES	9/15/2009	83.92
349935	ZHANG, SHEEN	REIMBURSE	9/9/2009	83.88
350316	POTE, KEVIN	REIMBURSE	9/24/2009	83.56
349976	ROSSTEDT, JANET	REIMBURSE	9/10/2009	83.03
350391	CONSTRUCTION MIDWEST INC (CMI)	SUPPLIES	9/30/2009	82.50
350416	HOLDAHL CO	SUPPLIES	9/30/2009	81.34
349849	DAY, TONY	OFFICIAL	9/9/2009	81.00
349850	DORNFELD, MATT	OFFICIAL	9/9/2009	81.00
349909	SCHILLER, THOMAS	OFFICIAL	9/9/2009	81.00
349916	THUROW, JOSHUA	OFFICIAL	9/9/2009	81.00
349958	NOLEN, MARK	OFFICIAL	9/10/2009	81.00
350213	MICKELSON, TERESA	REFUND	9/22/2009	81.00
349997	ANDERSEN INC., EARL F.	SIGN	9/15/2009	80.91
350026	HENN, PAULA	REIMBURSE	9/15/2009	80.01
349821	ST. CLOUD APOLLO HIGH SCHOOL	ENTRY FEE	9/4/2009	80.00
349998	BIRNBAUM, ROGER	OFFICIAL	9/15/2009	80.00
350025	HAMMER, ROBERT	OFFICIAL	9/15/2009	80.00
350059	PODRATZ, JERRY	OFFICIAL	9/15/2009	80.00
350100	BEAMAN, LOUISE	OFFICIAL	9/17/2009	80.00

350172	DANGSON, JESSICA	OFFICIAL	9/22/2009	80.00
350191	HARLOW, TIM	OFFICIAL	9/22/2009	80.00
350193	HELGERSON, JEFFREY	OFFICIAL	9/22/2009	80.00
350209	MCKAY, FRANK	OFFICIAL	9/22/2009	80.00
349832	AMERICAN MESSAGING	MESSAGING SERVICE	9/9/2009	79.99
350068	SAWINA, CAROLYN	REIMBURSE	9/15/2009	79.99
350004	COCA-COLA BOTTLING CO	POP DELIVERY	9/15/2009	79.60
350429	KEOHEN, JEREMIAH	OFFICIAL	9/30/2009	77.00
349779	FOLEY, SANDRA	REFUND	9/4/2009	75.85
350015	FOLEY PUBLIC SCHOOLS	MEMBERSHIP 7/09-6/10 KH	9/15/2009	75.00
349822	STEP SAVER INC	HS-SALT	9/4/2009	74.46
350343	WONG, MARGARET	REIMBURSE	9/24/2009	74.01
350321	RODGERS, JUDITH	REIMBURSE	9/24/2009	72.39
350035	KESSLER, MARIANNA	REIMBURSE	9/15/2009	71.24
350158	ANDERSEN, GAIL	OFFICIAL	9/22/2009	71.00
349984	GENE KELLY TRUST ACCOUNT	PAYROLL ACCRUAL	9/15/2009	70.32
350442	MERLIS, ABIGAIL	REIMBURSE	9/30/2009	70.04
349725	MN DEPT OF EDUCATION	REGISTRATION	9/1/2009	70.00
349730	NATL GEOGRAPHIC BEE	REGISTRATION	9/1/2009	70.00
350047	NATL GEOGRAPHIC BEE	REGISTRATION	9/15/2009	70.00
350218	NATL GEOGRAPHIC BEE	REGISTRATION	9/22/2009	70.00
349831	ZYLLA, CASEY	SUPPLIES	9/4/2009	69.84
350107	FOLTZ-RINGSTROM, SHARON	REIMBURSE	9/17/2009	69.63
350211	MERZ, IRENE	REIMBURSE	9/22/2009	69.08
349847	BRUDNO, GENE	OFFICIAL	9/9/2009	67.00
349894	OLSON, BRIAN	OFFICIAL	9/9/2009	67.00
349899	POLITZ, JORDAN	OFFICIAL	9/9/2009	67.00
350037	KRAMER, JEREMY	OFFICIAL	9/15/2009	67.00
350046	MORTADA, MOHAMMED	OFFICIAL	9/15/2009	67.00
350058	PAINTSIL, PAAPA	OFFICIAL	9/15/2009	67.00
350102	BRUDNO, GENE	OFFICIAL	9/17/2009	67.00
350138	POLITZ, JORDAN	OFFICIAL	9/17/2009	67.00
350374	ANDERSON, TODD	OFFICIAL	9/30/2009	67.00
350457	POLITZ, JORDAN	OFFICIAL	9/30/2009	67.00
349845	BRISLEY, SUSAN	REIMBURSE	9/9/2009	66.44
349859	HARRIS, PATRICIA	REIMBURSE	9/9/2009	66.44
350111	HAUGEN, SARAH	REIMBURSE	9/17/2009	65.00
350115	ISD #11 ANOKA HENNEPIN	CONFERENCE	9/17/2009	65.00
350198	ISD #11 ANOKA HENNEPIN	PC-CONF 10/09 MARCI MURPHY	9/22/2009	65.00
350300	HOWARD, SHARITA	REFUND	9/24/2009	65.00
350240	SELLE, SARAH	REIMBURSE	9/22/2009	63.77
350259	VM ARTS	HS-BAND SUPPLIES	9/22/2009	63.17
349891	O'HARA, BOB	OFFICIAL	9/9/2009	63.00
350000	BORK, GARY	OFFICIAL	9/15/2009	63.00
350036	KNOCK, ROBERT	OFFICIAL	9/15/2009	63.00
350054	NORTHEY KOCKLER, ALICIA	OFFICIAL	9/15/2009	63.00
350057	O'HARA, BOB	OFFICIAL	9/15/2009	63.00
350093	WITZEL, JOHN	OFFICIAL	9/15/2009	63.00
350244	SIMSON, KATHRYN	REIMBURSE	9/22/2009	62.97

349758	MCNEAL, JOSEPH	REIMBURSE	9/4/2009	61.99
350408	GRANBERG, ROBERTA	REIMBURSE	9/30/2009	61.95
350320	ROBERTS, LAURIE	REIMBURSE	9/24/2009	61.58
349734	PETERSON, DONNA	REIMBURSE	9/1/2009	61.55
350164	CASSIDY, JODI	REFUND	9/22/2009	61.00
349727	MN EDUCATIONAL MEDIA ORGANIZATION	MEMBERSHIP	9/1/2009	60.00
349872	KOVACH, JIM	OFFICIAL	9/9/2009	60.00
349896	PASSON, GARY	OFFICIAL	9/9/2009	60.00
349897	PERKINS, SAM	OFFICIAL	9/9/2009	60.00
350052	NGUYEN, ROSIE	REIMBURSE	9/15/2009	60.00
350108	FRISCHMON, MICHAEL	OFFICIAL	9/17/2009	60.00
350121	LEVASSEUR, MARK	OFFICIAL	9/17/2009	60.00
350122	LOIS, JEREMY	OFFICIAL	9/17/2009	60.00
350135	PASSON, GARY	OFFICIAL	9/17/2009	60.00
350137	PERKINS, SAM	OFFICIAL	9/17/2009	60.00
350181	GEURINK, AREND	OFFICIAL	9/22/2009	60.00
350200	JOHNSON, DAYNA	REFUND	9/22/2009	60.00
350223	PASSON, GARY	OFFICIAL	9/22/2009	60.00
350230	REIMERS, DOUGLAS	OFFICIAL	9/22/2009	60.00
350231	RIES, ROBERT	OFFICIAL	9/22/2009	60.00
350295	HEALY, MICHAEL	OFFICIAL	9/24/2009	60.00
350315	PATE, MARVIN	OFFICIAL	9/24/2009	60.00
350331	SMITH, COREY	OFFICIAL	9/24/2009	60.00
350435	LOIS, JEREMY	OFFICIAL	9/30/2009	60.00
350439	MCCRARY, KELLY	OFFICIAL	9/30/2009	60.00
350472	SMITH, COREY	OFFICIAL	9/30/2009	60.00
350414	HILL, PATRICIA	REIMBURSE	9/30/2009	59.99
350298	HILL, JANE	SUPPLIES	9/24/2009	59.40
349781	GLEWWE DOORS, INC.	CMS-LD LOCKSETS-KEYS	9/4/2009	58.00
350387	CLINITE, SARAH	REIMBURSE	9/30/2009	55.95
350346	NOYED, ROBERT	REIMBURSE	9/25/2009	55.33
349860	HATCH	SUPPLIES	9/9/2009	55.09
350192	HAUSER, JENNY	REIMBURSE	9/22/2009	55.00
350283	DESAULNIERS, LINDA	REIMBURSE	9/24/2009	54.38
349981	CHILD SUPPORT ENFORCEMENT AGENCY	PAYROLL ACCRUAL	9/15/2009	54.18
349718	FALLS, DENISE	REIMBURSE	9/1/2009	54.13
350023	GROTH MUSIC CO	CMS-MUSIC	9/15/2009	52.92
350460	REALLY GOOD STUFF	SUPPLIES	9/30/2009	52.11
349903	REED, JONATHAN	OFFICIAL	9/9/2009	52.00
349952	MCLINN, MEREDITH	OFFICIAL	9/10/2009	52.00
350125	MCLINN, MEREDITH	OFFICIAL	9/17/2009	52.00
350141	ROTH, ERIC	OFFICIAL	9/17/2009	52.00
350162	BERRY, DALE	OFFICIAL	9/22/2009	52.00
350176	ERICKSON, CHRISTOPHER	OFFICIAL	9/22/2009	52.00
350210	MCLINN, MEREDITH	OFFICIAL	9/22/2009	52.00
350291	ERICKSON, CHRISTOPHER	OFFICIAL	9/24/2009	52.00
350301	IDROGO-LAM, RYAN	OFFICIAL	9/24/2009	52.00
350306	MCCRONY, MARCUS	OFFICIAL	9/24/2009	52.00
350318	REED, JONATHAN	OFFICIAL	9/24/2009	52.00

350397	DVORAK, RON	OFFICIAL	9/30/2009	52.00
350401	ERICKSON, CHRISTOPHER	OFFICIAL	9/30/2009	52.00
350431	LABROSSE, MICHAEL	OFFICIAL	9/30/2009	52.00
350440	MCCRONY, MARCUS	OFFICIAL	9/30/2009	52.00
350466	ROTH, ERIC	OFFICIAL	9/30/2009	52.00
349792	HOLDAHL CO	CMS-SCI CTR	9/4/2009	51.11
350322	ROSS, ALISON	REIMBURSE	9/24/2009	50.80
349789	HASTINGS SENIOR HIGH SCHOOL	ENTRY FEE	9/4/2009	50.00
349815	ROSEMOUNT HIGH SCHOOL	ENTRY FEE	9/4/2009	50.00
349954	MN COUNCIL EXCEPTIONAL CHILDREN	CONFERENCE	9/10/2009	50.00
350157	ANDERSON, BRAD	REIMBURSE	9/22/2009	50.00
350446	MN SCHOOL BOARDS ASSN	SCHOOL ATTY NEWSLETTER RENEWAL 09-	9/30/2009	50.00
350344	YOUNGHANS, KIM	REIMBURSE	9/24/2009	48.62
349968	DOYLE, JONI	REFUND	9/10/2009	47.90
349865	HINTSALA, JULIE	REIMBURSE	9/9/2009	47.87
350449	NICCUM, SANDI	REFUND	9/30/2009	47.65
350080	THINGVOLD, GAIL	UNIFORM	9/15/2009	46.99
350095	WORTH, ANDREW	REIMBURSE	9/15/2009	46.00
349774	DAVIN, MOLLY	SUPPLIES	9/4/2009	45.68
349793	HOPKINS HIGH SCHOOL -ATH DEPT	ENTRY FEE	9/4/2009	45.00
350088	WACHS, JANETTE	REIMBURSE	9/15/2009	45.00
350319	ROBERTS, DANIEL	REIMBURSE	9/24/2009	44.95
350105	DVORAK, RON	OFFICIAL	9/17/2009	44.00
350113	IDROGO-LAM, RYAN	OFFICIAL	9/17/2009	44.00
350120	LAHAVE, MICHAEL	OFFICIAL	9/17/2009	44.00
350124	MCCRONY, MARCUS	OFFICIAL	9/17/2009	44.00
350144	SLADEK, DAVID	OFFICIAL	9/17/2009	44.00
350174	DVORAK, RON	OFFICIAL	9/22/2009	44.00
350197	IDROGO-LAM, RYAN	OFFICIAL	9/22/2009	44.00
350203	LABROSSE, MICHAEL	OFFICIAL	9/22/2009	44.00
350208	MCCRONY, MARCUS	OFFICIAL	9/22/2009	44.00
350232	ROTH, ERIC	OFFICIAL	9/22/2009	44.00
350249	STOHFISZ, MIKE	OFFICIAL	9/22/2009	44.00
349877	LACKAS, BRENT	REIMBURSE	9/9/2009	42.98
350062	PRONDZINSKI, JEFF	REIMBURSE	9/15/2009	42.50
350463	RICE, KASSIDY	REIMBURSE	9/30/2009	41.97
350184	GUDDAL, CORINNE	REIMBURSE	9/22/2009	41.25
350469	SCHOOL NUTRITION ASSOCIATION	RM-NAT'L & STATE DUES	9/30/2009	41.25
350292	FELAND, KARLA	SUPPLIES	9/24/2009	41.00
350328	SCUDDER, GERI	REIMBURSE	9/24/2009	41.00
350031	INPRO CORP	CMS-CAFE	9/15/2009	40.02
349729	MN SUPERINTENDENTS' OFF PERSONNEL	MEMBERSHIP	9/1/2009	40.00
349939	APPLE VALLEY HIGH SCHOOL	ENTRY FEE	9/10/2009	40.00
350165	CHRISTOPHERSON, ALLAN	REIMBURSE	9/22/2009	40.00
350311	MN SCHOOL NUTRITION ASSOCIATION	CONFERENCE	9/24/2009	40.00
350308	METZLER, JEFF	REIMBURSE	9/24/2009	39.98
350069	SCHOOLARTS	SUPPLIES	9/15/2009	39.95
350186	GUNDERSON, JEANETTE	REIMBURSE	9/22/2009	39.49
350073	SPS CO	CMS-SCI LAB	9/15/2009	38.77

350239	SCHWAB-VOLLHABER-LUBRATT SRV. INC.	SH SERVICE	9/22/2009	38.77
349967	CHRISTENSEN, DOUGLAS	REFUND	9/10/2009	38.30
350002	CHRISTOPHERSON, ALLAN	REIMBURSE	9/15/2009	37.98
350256	TOLL GAS & WELDING SUPPLY	SUPPLIES	9/22/2009	37.04
350161	BENDICKSON, VICKY	REIMBURSE	9/22/2009	37.00
350426	JOHNSON, JERI	REIMBURSE	9/30/2009	36.77
349809	PHILLIPS, WADE	REIMBURSE	9/4/2009	36.00
350379	BRUNS, KARI	REIMBURSE	9/30/2009	35.99
349747	WALSH, NANCY	REIMBURSE	9/1/2009	35.96
350066	ROBERTS, DANIEL	SUPPLIES	9/15/2009	35.61
349975	NIELSEN, AMY	REFUND	9/10/2009	35.35
349861	HENN CNTY HUMAN SERVICES	REGISTRATION	9/9/2009	35.00
350438	MATHESON, SUE	REIMBURSE	9/30/2009	35.00
349857	GREGORY, JILL	REIMBURSE	9/9/2009	34.13
350337	TRONSON, ROSEMARY	REFUND	9/24/2009	34.00
349776	DESIGNS FOR THINKING, LLC	SUPPLIES	9/4/2009	33.95
350399	EHLERS, KARI	REIMBURSE	9/30/2009	33.54
350349	POOL, MICHELLE	REIMBURSE	9/25/2009	31.99
350411	HALVORSON, REBECCA	REIMBURSE	9/30/2009	31.90
349856	GRAYBAR ELECTRIC CO	SUPPLIES	9/9/2009	31.28
350024	HAERLE, SARAH	REIMBURSE	9/15/2009	31.14
350245	SKYWARD USERS CONFERENCE OF MN	CONFERENCE	9/22/2009	30.00
350275	BRODY, KELLY	REFUND	9/24/2009	30.00
350428	K. D. & CO	CMS-TENNIS CT STEPS	9/30/2009	30.00
350177	FERGUSON ENTERPRISES, INC. #1657	SUPPLIES	9/22/2009	29.94
349893	OLSON, ANNA	REIMBURSE	9/9/2009	28.75
350168	CONSTRUCTION MIDWEST INC (CMI)	SIDEWALKS	9/22/2009	28.66
349889	NEWMAN, STEVEN	REIMBURSE	9/9/2009	28.61
350282	CUB FOODS	GROCERIES	9/24/2009	28.33
350470	SCHUSTER, SHARON	REIMBURSE	9/30/2009	27.94
349950	LEDMAN, CANDICE	REIMBURSE	9/10/2009	27.71
349855	GRAINGER INC., W. W.	SAFETY SUPPLIES MDE#25527	9/9/2009	26.26
350418	HYDROLOGIC	SUPPLIES	9/30/2009	26.13
349742	SOMMERFELD, SUSAN	REIMBURSE	9/1/2009	25.00
349868	JOHNSON, ROSS	REIMBURSE	9/9/2009	25.00
349826	VALSPAR PAINT	BV-CAFE	9/4/2009	24.69
350233	RUCHTI, STEVEN	REIMBURSE	9/22/2009	24.37
350415	HINNENKAMP, ADAM	REIMBURSE	9/30/2009	24.11
350118	KLEIN, JEROME	REFUND	9/17/2009	24.00
350153	WOTHE, BARBARA	REFUND	9/17/2009	24.00
349741	RIMINGTON, ROBERT	REIMBURSE	9/1/2009	23.97
350424	ISD #284	MONEY PUT IN CUL EXP IN ERROR	9/30/2009	23.00
350206	MAJZNER, GAIL	REFUND	9/22/2009	22.78
350139	PRICE, BRIAN	REFUND	9/17/2009	22.35
350014	FISCHER, REBECCA	REIMBURSE	9/15/2009	22.33
350128	MORROW, JUDITH	REFUND	9/17/2009	21.60
349719	HIEBERT, JULIE	REIMBURSE	9/1/2009	20.81
349974	KURPIEWSKI, CHRISTOPHER	REFUND	9/10/2009	20.60
350421	INGWALDSON, LAUREN	REIMBURSE	9/30/2009	20.35

350136	PATTERSON, DENNIS	WMS-MC KEYS	9/17/2009	18.00
350305	MANUELL, MONICA	REIMBURSE	9/24/2009	17.99
349905	REINKE, MICHELLE	SUPPLIES	9/9/2009	17.33
350475	STRUSS, MARIE	REFUND	9/30/2009	17.10
349870	JONES, BRENNAN	REIMBURSE	9/9/2009	15.96
349866	JAEB, TERESA	REIMBURSE	9/9/2009	15.84
350375	ARTS & ACTIVITIES	SUBSCRIPTION	9/30/2009	14.95
350065	REINKE, MICHELLE	SUPPLIES	9/15/2009	14.31
350205	LINDAMAN, KATHY	REFUND	9/22/2009	14.25
350109	HAGSTROM, ERICK	REFUND	9/17/2009	14.10
350377	BECK, JONI	REIMBURSE	9/30/2009	14.00
350430	KVITTUM, DOROTHY	REIMBURSE	9/30/2009	13.56
350274	BOLDT, SARA	REIMBURSE	9/24/2009	13.28
350048	NAVRATIL, GAIL	REFUND	9/15/2009	13.20
349961	SCHMIDT, AMY	SUPPLIES	9/10/2009	12.51
350353	CHILD SUPPORT ENFORCEMENT AGENCY	PAYROLL ACCRUAL	9/30/2009	12.09
350417	HUGHES, HEIDI	REFUND	9/30/2009	12.05
350459	QUALITY BLENDING	HS-SUPPLIES	9/30/2009	12.00
349970	FOX, AIMEE	REFUND	9/10/2009	11.10
350335	SWANSON, ANIKA	REIMBURSE	9/24/2009	10.80
349971	HARRIS, PATRICIA	REIMBURSE	9/10/2009	10.56
350051	NEWTON, RANDI	REIMBURSE	9/15/2009	10.00
350392	CONZET, JOEL	REFUND	9/30/2009	10.00
350480	UNITAN, MARY	REFUND	9/30/2009	10.00
350376	BAKER, TYRONE JR	REIMBURSE	9/30/2009	9.90
350464	ROBERTS, DANIEL	REIMBURSE	9/30/2009	9.57
349911	SCHOOL NUTRITION ASSOCIATION	RENEW MEMBERSHIP	9/9/2009	9.00
350286	DOTEN, CLARK	REIMBURSE	9/24/2009	9.00
349977	SCHALL, CARYN	REFUND	9/10/2009	8.75
350123	MCALISTER, MARK	REFUND	9/17/2009	8.55
349965	BLACK, ROBERT	REFUND	9/10/2009	8.10
350403	GARDNER, LUCIA	REIMBURSE	9/30/2009	7.99
349733	PARRISH, KATHLEEN	REFUND	9/1/2009	7.90
350402	FALKOWSKI, RACHEL	REIMBURSE	9/30/2009	7.49
349966	BOSS, LINDA	REFUND	9/10/2009	7.30
349999	BOLDT, SARA	REIMBURSE	9/15/2009	6.98
350110	HANSON, STEPHANIE	REFUND	9/17/2009	6.95
350033	JONES, DAVID	REFUND	9/15/2009	6.10
349969	ERICKSON, KATHY	REFUND	9/10/2009	5.80
350013	FERGUSON ENTERPRISES, INC. #1657	SUPPLIES	9/15/2009	5.74
349738	REIS, LAURA	REIMBURSE	9/1/2009	5.67
350356	GENE KELLY TRUST ACCOUNT	PAYROLL ACCRUAL	9/30/2009	5.58
350116	JACENKO, SUSAN	REFUND	9/17/2009	5.45
349988	MN DEPT OF REVENUE	VOID	9/15/2009	0.00
350043	METRO ECSU-REGION 11 IDS #920	VOID	9/15/2009	0.00
				4,045,458.30

APPROVED BY: G.WILLIAM RUEBER
CONTROLLER - ISD 284
OCTOBER 12, 2009

CARTER G. PETERSON, TREASURER
BOARD OF BEDUCATION - ISD 284
OCTOBER 12, 2009

WAYZATA PUBLIC SCHOOLS
WIRE TRANSFER,EFT AND ACH ACTIVITY
AUGUST 2009

FROM	TO	DATE	AMOUNT
Wells Fargo-Checking	Wells Fargo-Payroll	Multiple	$2,090,315
Wells Fargo-Checking	Federal P/R Taxes	8/3/2009	$190,795
	Federal P/R Taxes	8/17/2009	$196,984
Wells Fargo-Checking	State P/R Taxes (MN)	8/3/2009	$30,507
	State P/R Taxes (MN)	8/17/2009	$31,545
Wells Fargo-Checking	Delta Dental - Dental Claims	Multiple	$94,141
Wells Fargo-Checking	Preferred One - Health Claims	Multiple	$791,949
Wells Fargo-Checking	Purchase Card Program	8/5/2009	$313,094
Wells Fargo-Checking	Corporate Health Systems - Flex Benefits	Multiple	$59,077
Wells Fargo-Checking	Preferred One - Broker/Reinsurance Fees	8/13/2009	$60,446
Wells Fargo-Checking	MN Unemployment Fund - Unemployment Claims	8/10/2009	$4,401
Wells Fargo-Checking	Neopost	8/4/2009	$10,000
	- Postage Meter	8/5/2009	$10,000
Wells Fargo-Checking	MN State Retirement System - Health Care Savings/Def Comp	Multiple	$31,482
Wells Fargo-Checking	U.S. Bank Trust - 2004 COP Debt Payment	8/3/2009	$40,653
Retiree Drug Subsidy Ctr	Wells Fargo-Checking - Prescription Drug Subsidy/Retirees	8/14/2009	$3,943
Smith Barney	Wells Fargo-Checking - Investment/Operating Funds	Multiple	$1,550,000
MN Trust/PMA	Wells Fargo-Checking - Investment/Operating Funds	Multiple	$3,150,000
MSDLAF	Wells Fargo-Checking - Investment/Operating Funds	8/14/2009	$1,000,000
District Retirees	Wells Fargo-Checking	8/5/2009	$43,970
	- Health Insurance Premiums	8/31/2009	$45,767
State of Minnesota	PMA/MN Trust - State Aid Payments	Multiple	$5,567,868
TOTAL ACTIVITY - AUGUST 2009			**$15,316,937**

Agenda Item 2-C
Consent

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

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

ITEM: C. Human Resource Recommendations

COMMENTS BY: Ms. Annie Doughty

Employment

Amy Alexander Resignation – Rhonda Landwehr	6 Hour Paraprofessional	Central Middle
Ryan Beherns Resignation – Melissa Wenck	7 Hour Paraprofessional	High School
Amy Daley New position	4 Hour Paraprofessional (2009-10 school year only)	Oakwood
Regina Davis New Position	6.5 Hour Paraprofessional	High School
Lisa Deadmond Transfer – Jill Lahti	4.25 Hour Culinary Express	Birchview
Fern DeRubeis New Position	6 Hour Paraprofessional (2009-10 school year only)	Plymouth Creek
Jesse Eikum Resignation – Matt Chappuis	.666 Physical Education Teacher	Central Middle
Sandra Elrod Leave of Absence – Lindsay Vaughan	1.0 Special Education Teacher LTR	Central Middle
Belinda Estrem Transfer – Susie Hatch	0.1 Physical Education Teacher	Kimberly Lane
Heidi Galbraith Transfer – Kim Joiner	3.25 Hour Culinary Express	Gleason Lake
Kody Gallagher New Position	6 Hour Paraprofessional (2009-10 school year only)	Greenwood
Kristin Gardner New Position	3 Hour Paraprofessional (2009-10 school year only)	Oakwood

Victoria Jaeger	4.5 Hour Paraprofessional	Gleason Lake
Transfer – Becky Avelar & Resignation - Chanda Chapman		
Kathleen Kornahrens	6 Hour Paraprofessional	Central Middle
Resignation – Terrisa Fisher		
William Miles	.167 Social Studies Teacher	High School
New Position	9/18/09-1/28/10 only	
Natalie Sassan	2.85 Hour Paraprofessional	Central Middle
Resignation – Kimberly Billman		
Kelly Sundquist	3.5 Hour Paraprofessional	Plymouth Creek
New position	(2009-10 school year only)	
Kimberly Switch	4 Hour Paraprofessional	Oakwood
New Position	(2009-10 school year only)	
Carolyn Thomas	3 Hour Paraprofessional	Oakwood
New Position	(2009-10 school year only)	
Vanessa Twomey	3.75 Hour Paraprofessional	Central Middle
New position		
Laurie Zimmerman	6 Hour Paraprofessional	Oakwood
New position	(2009-10 school year only)	

Contract Modification

Ann O'Connor	Preschool Nurse, District	From .5 to .6 FTE

Disability/Child Care Leave of Absence

Kari Beutz, High School Communications Teacher has requested a childcare leave of absence to begin with the birth of her baby which is due February 7, 2010. She is requesting a disability leave followed by a childcare leave of absence through May 21, 2010.

Olga Campbell, Speech Pathologist at West Middle School has requested a childcare leave of absence to begin with the birth of her baby which is due January 1, 2010. She is requesting a disability leave followed by a childcare leave of absence through April 9, 2010.

Kim Connor, 2nd Grade Teacher at Greenwood Elementary School has requested a childcare leave of absence to begin with the birth of her baby which is due January 13, 2010. She is requesting a disability leave followed by a childcare leave of absence through April 9, 2010.

Jim Eberhardt, 6th Grade Teacher at East Middle School, has requested a 15 day childcare leave of absence beginning approximately January 6, 2010.

Renee Heiland, Early Childhood Special Education Teacher at Central Middle School has requested to extend her childcare leave of absence through January 8, 2010.

Rosemary Ladisa, High School Special Education teacher has requested a six-week childcare leave of absence to begin with the birth of her baby which is due February 4, 2010.

Renee Wenberg, 4th Grade Teacher at Birchview Elementary School has requested to extend her childcare leave of absence through November 25, 2009.

Leave of Absence Without Pay

Jesse Eikum, Physical Education Teacher at Central Middle School, has requested a leave of absence from January 7 – 11, 2010. He will use two personal days and one day without pay.

Kerry Hill, Speech Pathologist at Sunset Hill Elementary School, has requested a leave of absence from November 18-24, 2009. She will use two personal days and three days without pay.

Krista Ice, Literacy Specialist at Sunset Hill Elementary School, has requested to adjust her approved leave of absence through October 23, 2009. She will use three personal days and two days without pay.

Elisa Rolland, 4th Grade Teacher at Gleason Lake Elementary School, has requested a leave of absence from October 14-21, 2009. She will use three personal days and one day without pay.

Retirement

Benno Leuer, a Custodian for Central Services, has submitted his retirement effective October 30, 2009. Mr. Leuer has worked with the district since July 1, 1985 (24 years).

Resignation

Kathleen Gleason, Special Education Paraprofessional at West Middle School, has resigned her position effective October 6, 2009.

Mia Tritch, High School Physical Education Teacher, has resigned her position effective November 11, 2009.

RECOMMENDED ACTION: Approve the Human Resource Actions as recommended.

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

Agenda Item 2-D
*Consent

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

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

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

COMMENTS BY: Ms. Annie Doughty

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

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

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

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

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

IDENTIFICATION INFORMATION

School District Name Wayzata Public School			District Number 284
Name of District Contact Person Annie Doughty	Title Ex Director, Human Resources	Telephone Number (763) 745 -5014	FAX Number (763) 745 -5015

STATEMENT OF ASSURANCE

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

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

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

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

_____ _____

Signature - School District Superintendent | Date

_____ _____

Signature - President or Chairperson of School Board | Date

_____ _____

Signature - Clerk of School Board | Date

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 3. STUDENT CURRICULUM PRESENTATION

ITEM: A. Wayzata High School Student Presentation

COMMENTS BY: Dr. Jane Sigford

Over the past two years the District Physical Education Program has been under curriculum review. The focus of the program has changed to include more activities and information about lifelong physical fitness and wellness. One of the students commented that this year physical education is "for real." Kris Jones, physical education teacher from the high school and curriculum resource teacher, is here with students to talk about what is happening in physical education.

Agenda Item 4-A

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 4. RECOGNITIONS

ITEM: A. Employees of the Month – October

COMMENTS BY: Superintendent Anderson

Wayzata High School is proud to announce two employees of the month for October 2009.

John Simmelink, Social Studies Department, is in his 35th year of teaching. He is very proud of the fact that he has spent his entire career in the Wayzata school system. John earned a Bachelor's Degree and Master's Degree from the University of Minnesota, many years ago. He holds a social studies teaching certification as well as a vocational license. His first 23 years of teaching in Wayzata was at Ridgemount Junior High School. There he helped develop the Work Experience Program for 9th graders, taught 7th grade social studies and 8th grade geography and coached the track and cross country teams. When WHS opened in 1996 he went to the high school to teach U.S. history and be the new assistant cross country coach. John feels very fortunate to have taught and learned from a number of master teachers while in the Wayzata school system. Many of these teachers have become personal friends and have made teaching here feel just like family. He thinks his passion for history, sense of humor and caring attitude help him relate to his students; they are what is most important to him. John has stated, “I strive to do my best for them each day and I believe they respond with enthusiasm for learning."

Wayzata High School is proud to have selected John Simmelink as one of its Employees of the Month.

Agenda Item 4-A

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 4. RECOGNITIONS Cont.

ITEM: A. Employees of the Month – October

COMMENTS BY: Superintendent Anderson

Our second employee of the month from Wayzata High School is Jeff Dahl, Music Department.

Jeff has been a Choir teacher in the Wayzata School System for the past 19 years. He conducts the Cantori, Varsity Men's, 9th grade Treble and 9th grade Men's Choirs, and team teaches the Bel Canto and Concert Choirs at Wayzata High School. Jeff also directs the Madrigals, one of the three co-curricular choir ensembles after school.

Jeff has been the vocal director for twelve Wayzata high school musicals, served on the Board of Directors of ACDEA-Mn and helped to found the Minnesota 9th and 10th grade Honors Choir. He has served as a section leader for Minnesota All State Choirs, and was awarded Outstanding Young Conductor by the ACDA-Mn. Jeff taught at West Middle School from 1992-98, leading their choirs to convention appearances at MMEA and ACDA. He joined WHS when the new building opened.

Many alumni of Wayzata choirs have gone on to sing successfully in the top college programs around the country. They frequently correspond with Jeff to thank him because they are fully aware of the depth of their experience in Jeff's classroom.

Congratulations to Jeff on his outstanding work in the school district, WHS is proud to have him as one of its Employees of the Month.

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 4. RECOGNITIONS

ITEM: B. Wayzata Public Schools 2009-2010 Retirees

COMMENTS BY: Superintendent Anderson

Tonight we would like to recognize the following employees who announced their retirements in 2009. We would like to thank them for their years of service to Wayzata Public Schools and wish them well in their future endeavors.

Name	Position	Years of Service
Benno Leuer	Custodian	24 Years

Agenda Item 4-C

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 4. RECOGNITIONS

ITEM: C. Minnesota World Language Teacher of the Year

COMMENTS BY: Superintendent Anderson

Barbara Cartford, a world language teacher at Greenwood and Kimberly Lane elementary schools, was named the 2009 - 2010 World Language Teacher of the Year by the Minnesota Council on the Teaching of Languages and Cultures (MCTLC).

Barbara has been a Spanish teacher for 24 years in the Wayzata School District, teaching 23 years at Wayzata High School and one year at East Middle School. Her current assignment in the District is at the elementary level.

Barbara will be honored at the annual fall conference of the MCTLC.

Congratulations Barbara!

Agenda Item 5-A

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 5. REPORTS FROM ORGANIZATIONS

ITEM: A. Student Council

COMMENTS BY: Board Chair Moroz

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

- Lucy Andrews, Senior Vice President

Agenda Item 6-A-1.a

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

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

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

RECOMMENDED ACTION: Accept for first reading the recommendation for no changes to Board Policy and Regulations 403 and 403-R – "Harassment and Violence."

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

HARASSMENT AND VIOLENCE	**POLICY: 403**

The District recognizes each employee's right to individual respect and dignity and is committed to establishing and maintaining a professional, respectful working environment for all employees.

It is the policy of the District to maintain a learning and working environment that is free from religious, racial or sexual harassment and violence. The District prohibits any form of religious, racial or sexual harassment and violence.

It shall be a violation of this policy for any pupil, teacher, administrator or other school personnel of the District to harass a pupil, teacher, administrator or other school personnel through conduct or communication of a sexual nature or regarding religion and race as defined by regulations. (For purposes of this policy, school personnel include school board members, school employees, agents, volunteers, contractors or persons subject to the supervision and control of the District.)

It shall be a violation of this policy for any pupil, teacher, administrator or other school personnel of the District to inflict, threaten to inflict, or attempt to inflict religious, racial or sexual violence upon any pupil, teacher, administrator or other school personnel.

The District will act to investigate all complaints, either formal or informal, verbal or written, of religious, racial or sexual harassment or violence, and to discipline or take appropriate action against any pupil, teacher, administrator or other school personnel who is found to have violated this policy.

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

:

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

HARASSMENT AND VIOLENCE	REGULATIONS: 403-R

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

I. RELIGIOUS, RACIAL AND SEXUAL HARASSMENT AND VIOLENCE DEFINED

A. Sexual Harassment;

1. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:

   a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education; or

   b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or

   c. that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile or offensive employment or educational environment.

2. Sexual harassment may include but is not limited to:

   a. unwelcome verbal harassment or abuse;

   b. unwelcome pressure for sexual activity;

   c. unwelcome, sexually motivated or inappropriate patting, pinching or physical contact, other than necessary restraint of pupil(s) by teachers, administrators or other school personnel to avoid physical harm to persons or property;

   d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;

e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or

f. unwelcome behavior or words directed at an individual because of gender.

B. Racial Harassment;

Racial harassment consists of physical or verbal conduct relating to an individual's race when the conduct:

1. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;

2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or

3. otherwise adversely affects an individual's employment or academic opportunities.

C. Religious Harassment;

Religious harassment consists of physical or verbal conduct which is related to an individual's religion when the conduct:

1. has the purpose or effect of creating an intimidating, hostile or offensive working or academic environment;

2. has the purpose or effect of substantially or unreasonably interfering with an individual's work or academic performance; or

3. otherwise adversely affects an individual's employment or academic opportunities.

D. Sexual Violence;

1. Sexual violence is a physical act of aggression or force or the threat thereof which involves the touching of another's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minnesota Statutes, includes the primary genital area, groin, inner thigh, buttocks or breast, as well as the clothing covering these areas.

2. Sexual violence may include, but is not limited to:

a. touching, patting, grabbing, or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex;

b. coercing, forcing or attempting to coerce or force the touching of anyone's intimate parts;

c. coercing, forcing or attempting to coerce or force sexual intercourse or a sexual act on another; or

d. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

E. Racial Violence; Racial violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, race.

F. Religious Violence; Religious violence is a physical act of aggression or assault upon another because of, or in a manner reasonably related to, religion.

G. Assault; Assault is:

1. an act done with intent to cause fear in another of immediate bodily harm or death;

2. the intentional infliction of or attempt to inflict bodily harm upon another; or

3. the threat to do bodily harm to another with present ability to carry out the threat.

II. REPORTING PROCEDURES

A. Any person who believes he or she has been the victim of religious, racial or sexual harassment or violence by a pupil, teacher, administrator or other school personnel of the District, or any person with knowledge or belief of conduct which may constitute religious, racial or sexual harassment or violence toward a pupil, teacher, administrator or other school personnel should report the alleged acts immediately to an appropriate District official designated by this policy. The District encourages the reporting party or complainant to use the report form available from the principal of each building or available from the District office, but oral reports shall be considered complaints as well. Nothing in this policy shall prevent any person from reporting harassment or violence directly to a District Human Rights Officer or to the Superintendent.

B. In Each School Building. The building principal is the person responsible for receiving oral or written reports of religious, racial or sexual harassment or violence at the building level. Any adult District personnel who receives a report of religious, racial or sexual harassment or violence shall inform the building principal immediately. The principal will take appropriate action to investigate student-to-student complaints and resolve the matter in a timely fashion.

C. If the complaint involves an adult, the principal must notify the District Human Rights Officer immediately, without screening or investigating the

report. The principal may request, but may not insist upon a written complaint. A written statement of the facts alleged will be forwarded as soon as practical by the principal to the Human Rights Officer. If the report was given verbally, the principal shall personally reduce it to written form within 24 hours and forward it to the Human Rights Officer. Failure to forward any harassment or violence report or complaint as provided herein will result in disciplinary action against the principal. If the complaint involves the building principal, the complaint shall be made or filed directly with the Executive Director of Human Resource Services by the reporting party or complainant.

D. The School Board hereby designates the Executive Director of Human Resource Services as the District Human Rights Officer to receive reports or complaints of religious, racial or sexual harassment or violence. If the complaint involves the Human Rights Officer or if the complainant would be more comfortable, the complaint shall be filed directly with the Superintendent.

E. The District shall conspicuously post the name of the Human Rights Officer, including mailing address and telephone number.

F. Submission of a good faith complaint or report of religious, racial or sexual harassment or violence will not affect the complainant or reporter's future employment, grades or work assignments.

G. Use of formal reporting forms is not mandatory.

H. The District will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the District's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

III. INVESTIGATION

A. By authority of the District, the Human Rights Officer, upon receipt of a report or complaint alleging religious, racial or sexual harassment or violence, shall immediately undertake or authorize an investigation. The investigation may be conducted by District officials or by a third party designated by the District.

B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

C. In determining whether alleged conduct constitutes a violation of this policy, the District should consider the surrounding circumstances, the

nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

D. In addition, the District may take immediate steps, at its discretion, to protect the complainant, pupils, teachers, administrators or other school personnel pending completion of an investigation of alleged religious, racial or sexual harassment or violence.

E. The investigation will be completed as soon as practical. The District Human Rights Officer shall make a written report to the Superintendent upon completion of the investigation. If the complaint involves the Superintendent, the report may be filed directly with the School Board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

IV. SCHOOL DISTRICT ACTION

A. Upon receipt of a report, the District will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. District action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law and District policies.

B. The result of the District's investigation of each complaint filed under these procedures will be reported in writing to the complainant by the District in accordance with state and federal law regarding data or records privacy.

V. REPRISAL

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

VI. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the Minnesota

Department of Human Rights, initiating civil action or seeking redress under state criminal statutes and/or federal law.

VII. HARASSMENT OR VIOLENCE AS ABUSE

A. Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under Minnesota Statutes may be applicable.

B. Nothing in this policy will prohibit the District from taking immediate action to protect victims of alleged harassment, violence or abuse.

VIII. DISSEMINATION OF POLICY AND TRAINING

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

B. This policy shall be given to each District employee and independent contractor at the time of entering into the person's employment contract.

C. This policy shall appear in the student handbook.

D. The District will develop a method of discussing this policy with students and employees.

E. This policy shall be reviewed at least annually for compliance with state and federal law.

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

Agenda Item 6-A-1-b

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

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

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

RECOMMENDED ACTION: Accept for first reading the recommendation for no changes to Board Policy and Regulations 415 and 415-R – "Mandated Reporting of Child Neglect or Physical or Sexual Abuse."

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE	**POLICY: 415**

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

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

ADOPTED: November 20, 2003
AMENDED: July 12, 2004
REVIEWED: October 10, 2005
AMENDED: November 13, 2006
AMENDED: September 10, 2007
REVIEWED: October 13, 2008
REVIEWED: October 12, 2009

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE	**REGULATIONS: 415-R**

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

I. DEFINITIONS

A. "Child" means one under age 18.

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

C. "Mandated Reporter" means any school personnel who knows or has reason to believe a child is being neglected or physically or sexually abused, or has been neglected or physically or sexually abused.

D. "Neglect" means:

1. failure by a person responsible for a child's care to supply a child with necessary food, clothing, shelter, health, medical, or other care required for the child's physical or mental health when reasonably able to do so and including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;

2. failure to protect a child from conditions or actions that seriously endanger the child's physical or mental health when reasonably able to do so;

3. failure to provide for necessary supervision or child care arrangements appropriate for a child after considering factors such as the child's age, mental ability, physical condition, length of absence, or environment, when the child is unable to care for his or her own basic needs or safety or the basic needs or safety of another child in his or her care;

4. failure to ensure that a child is educated in accordance with state law, which does not include a parent's refusal to provide his or her child with sympathomimetic medications;

5. prenatal exposure to a controlled substance used by the mother for a nonmedical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the mother at delivery or the child's birth, or medical effects or developmental delays during the child's first year of life that medically indicate prenatal exposure to a controlled substance;

6. medical neglect as defined by Minn. Stat. § 260C.007, subd. 4, clause (5);

7. chronic and severe use of alcohol or a controlled substance by a parent or person responsible for the care of the child that adversely affects the child's basic needs and safety; or

8. emotional harm from a pattern of behavior which contributes to impaired emotional functioning of the child which may be demonstrated by a substantial and observable effect in the child's behavior, emotional response, or cognition that is not within the normal range for the child's age and stage of development, with due regard to the child's culture.

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

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

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

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

including, but not limited to, tying, caging, or chaining; or (10) in a school facility or school zone, an act by a person responsible for the child's care that is a violation under Minn. Stat. § 121A.58.

F. "School Personnel" means professional employee or professional's delegate of the District who provides health, educational, social, psychological, law enforcement or child care services.

G. "Sexual Abuse" means the subjection of a child by a person responsible for the child's care, by a person who has a significant relationship to the child (as defined in Minn. Stat. § 609.341, subd. 15), or by a person in a position of authority (as defined in Minn. Stat. § 609.341, subd. 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such acts include sexual penetration as well as sexual contact. Sexual abuse also includes any act involving a minor which constitutes a violation of Minnesota statutes prohibiting prostitution, or use of a minor in a sexual performance. Sexual abuse includes threatened sexual abuse.

H. "Mental Injury" means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child's ability to function within a normal range of performance and behavior with due regard to the child's culture.

I. "Person responsible for the child's care" means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employees or agents, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.

J. "Threatened injury" means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child's care who has subjected the child to, or failed to protect a child from, egregious harm, or a person whose parental rights were involuntarily terminated, been found palpably unfit, or one from whom legal and physical custody of a child has been involuntarily transferred to another.

II. REPORTING PROCEDURES

A. A mandated reporter as defined herein shall immediately report the neglect or physical or sexual abuse, which he or she knows or has reason to believe is happening or has happened to the local welfare agency,

police department, county sheriff, or agency responsible for assisting or investigating maltreatment.

B. If the immediate report has been made orally, by telephone or otherwise, the oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff, local welfare agency, or agency responsible for assisting or investigating maltreatment. The written report shall identify the child, any person believed to be responsible for the abuse or neglect of the child if the person is known, the nature and extent of the abuse or neglect and the name and address of the reporter.

C. A mandated reporter who knows or has reason to know of the deprivation of parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.

D. A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, up to and including termination of employment.

E. Submission of a good faith report under Minnesota law and this policy will not adversely affect the reporter's employment, or the child's access to school.

F. Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury, and the reckless making of a false report may result in discipline. The court may also award attorney's fees.

III. INVESTIGATION

A. The responsibility for investigating reports of suspected neglect or physical or sexual abuse rests with the appropriate county, state, or local agency or agencies. The investigating agency may interview the child at school. The interview may take place outside the presence of a school official. The investigating agency, not the school, is responsible for either notifying or withholding notification of the interview to the parent, guardian or person responsible for the child's care. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded.

B. When the investigating agency determines that an interview should take place on school property, written notification of intent to interview the child on school property will be received by school officials prior to the

interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school property.

C. Except where the alleged perpetrator is believed to be a school official or employee, the time and place, and manner of the interview on school premises shall be within the discretion of school officials, but the local welfare or law enforcement agency shall have the exclusive authority to determine who may attend the interview. The conditions as to time, place, and manner of the interview set by the school officials shall be reasonable and the interview shall be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school officials and the local welfare or law enforcement agency. Every effort must be made to reduce the disruption of the educational program of the child, other students, or school employees when an interview is conducted on school premises.

D. Where the alleged perpetrator is believed to be a school official or employee, the District shall conduct its own investigation independent of MDE and, if involved, the local welfare or law enforcement agency.

E. Upon request by MDE, the District shall provide all requested data that are relevant to a report of maltreatment and are in the possession of a school facility, pursuant to an assessment or investigation of a maltreatment report of a student in school. The District shall provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

IV. MAINTENANCE OF SCHOOL RECORDS CONCERNING ABUSE OR POTENTIAL ABUSE

A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school property, written notification of the agency's intent to interview on school property must be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct the interview. The notification shall be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.

B. All records regarding a report of maltreatment, including any notification of intent to interview which was received by the school as described above in Paragraph A, shall be destroyed by the school only when ordered by

the agency conducting the investigation or by a court of competent jurisdiction.

V. PHYSICAL OR SEXUAL ABUSE AS SEXUAL HARASSMENT OR VIOLENCE

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

VI. DISSEMINATION OF POLICY

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

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

Agenda Item 6-A-1-c

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

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

c. Board Policy and Regulations 416 and 416-R – "Family and Medical Leave" – First Reading

RECOMMENDED ACTION: Accept for first reading the recommendation for no changes to Board Policy and Regulations 416 and 416-R – "Family and Medical Leave."

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

FAMILY AND MEDICAL LEAVE	**POLICY: 416**

The School Board will provide for family and medical leave to School District employees in accordance with the Family and Medical Leave Act of 1993 and ~~also~~ consistent with ~~parenting leave under state law.~~ the requirements of the Minnesota Parenting Leave laws.

ADOPTED: July 12, 2004
REVIEWED: October 9, 2006
AMENDED: October 12, 2009

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

FAMILY AND MEDICAL LEAVE	REGULATIONS: 416-R

GENERAL STATEMENT OF POLICY

~~The School District will implement practices in accordance with the Family Medical Leave Act which facilitates leaves of absence.~~ The following procedures and policies regarding family and medical leave are adopted by the school district, pursuant to the requirements of the Family and Medical Leave Act of 1993 (FMLA) and consistent with the requirements of the Minnesota Parenting Leave laws.

I. DEFINITIONS

A. "Active duty" or "call to active duty" means a federal call to active duty as a member of the reserve components (Army National Guard, Army reserve, Navy Reserve, Marine Corps Reserve, Air National Guard, Air Force Reserve, and Coast Guard Reserve) or a retired member of the regular Armed Forces or reserve component in support of a contingency operation. For purposes of this policy, active duty or call to active duty status does not include members of the regular Armed Forces.

B. "Contingency operation" means a military operation that is designated by the Secretary of Defense as an operation in which members of the Armed Forces are or may become involved in military actions, operations, or hostilities against an enemy of the United States or against an opposing military force or which results in the call or order to, or retention on, active duty of members of the uniformed services under federal law or any other provision of law during a war or during a national emergency declared by the President or Congress.

C. "Covered military member" means the employee's spouse, son, daughter, or parent on active duty or call to active duty status.

D. "Covered servicemember" means a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness incurred in the line of duty while on active duty that may render the servicemember medically unfit to perform the duties of his or her office, grade, rank, or rating.

E. "Eligible employee" means an employee who has been employed by the school district for a total of at least 12 months and who has been employed for at least 1,250 hours of service during the 12-month period immediately preceding the commencement of the leave. While the 12 months of employment need not be consecutive, employment periods

prior to a break in service of seven years or more may not be counted unless the break is occasioned by the employee's fulfillment of his or her National Guard or Reserve military service obligation or a written agreement, including a collective bargaining agreement, exists concerning the school district's intention to rehire the employee after the break in service.

F. "Next of kin of a covered servicemember" means the nearest blood relative other than the covered servicemember's spouse, parent, son, or daughter, in the following order of priority: blood relatives who have been granted legal custody of the covered servicemember by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered servicemember has specifically designated in writing another blood relative as his or her nearest blood relative for purposes of military caregiver leave under the FMLA. When no such designation is made and there are multiple family members with the same level of relationship to the covered servicemember, all such family members shall be considered the covered servicemember's next of kin, and the employee may take FMLA leave to provide care to the covered servicemember, either consecutively or simultaneously. When such designation has been made, the designated individual shall be deemed to be the covered servicemember's only next of kin.

G. "Qualifying exigency" means a situation where the eligible employee seeks leave for one or more of the following reasons:

1. to address any issues that arise from a short notice deployment (seven calendar days or less) of a covered military member;
2. to attend military events and related activities of a covered military member;
3. to address issues related to childcare and school activities of a covered military member's child;
4. to address financial and legal arrangements for a covered military member;
5. to attend counseling provided by someone other than a health care provider for oneself, a covered military member, or his/her child;
6. to spend up to five days with a covered military member who is on short-term, temporary rest and recuperation leave during a period of deployment;
7. to attend post-deployment activities related to a covered military member; and

8. to address other events related to a covered military member that both the employee and school district agree is a qualifying exigency.

II. LEAVE ENTITLEMENT

A. Twelve-week Leave.

1. ~~Regular full-time and part-time employees who have been employed by the School District for at least 12 months and have worked at least 1,250 hours during the 12-month period immediately preceding the commencement of the leave~~ Eligible employees are entitled to a total of 12 work weeks of unpaid family or medical leave during the applicable 12-month period as defined below, plus any additional leave as required by law. Leave may be taken for one or more of the following reasons in accordance with applicable law:

   a. birth of the employee's child and to care for such child;

   b. placement of an adopted or foster child with the employee;

   c. to care for the employee's spouse, son, daughter, or parent with a serious health condition; ~~and/or~~

   d. the employee's serious health condition makes the employee unable to perform the functions of the employee's job; and/or

   e. any qualifying exigency arising from the employee's spouse, son, daughter, or parent being on active duty, or notified of an impending call or order to active duty, in the reserve component of the Armed Forces or a retired member of the regular Armed Forces or reserve component in support of a contingency operation.

2. For the purposes of this policy, "year" is defined as a rolling 12-month period measured backward from the date an employee's ~~uses any leave.~~ leave is to commence.

3. An employee's entitlement to FMLA leave for the birth, adoption, or foster care of a child expires at the end of the 12-month period beginning on the date of the birth or placement.

4. A "serious health condition" typically requires either inpatient care or continuing treatment by or under the supervision of a health care provider, as defined by applicable law. Family and medical leave generally is not intended to cover short term conditions for which treatment and recovery are very brief.

5. Eligible spouses employed by the school district are limited to an aggregate of ~~twelve~~ 12 weeks of leave during any 12-month period for the birth and care of a newborn child or adoption of a child, the placement of a child for foster care or to care for a parent. This limitation for spouses employed by the school district does not apply to leave taken by one spouse to care for the other spouse who is seriously ill, to care for a child with a serious health condition; ~~or~~ because of the employee's own serious health condition; or pursuant to1.e. above.

6. Depending on the type of leave, intermittent or reduced schedule leave may be granted at the discretion of the school district or when medically necessary. However, part-time employees are only eligible for a pro-rata portion of leave to be used on an intermittent or reduced schedule basis, based on their average hours worked per week. Where an intermittent or reduced schedule leave is foreseeable based on planned medical treatment, the school district may transfer the employee temporarily to an available alternative position for which the employee is qualified and which better accommodates recurring periods of leave than does the employee's regular position, and which has equivalent pay and benefits.

7. If an employee requests a leave for the serious health condition of the employee or the employee's spouse, child or parent, the employee will be required to submit sufficient medical certification. In such a case, the employee must submit the medical certification within 15 days from the date of the request or as soon as practicable under the circumstances.

8. If the School District has reason to doubt the validity of a health care provider's certification, it may require a second opinion at the School District's expense. If the opinions of the first and second health care providers differ, the school district may require certification from a third health care provider at the School District's expense. An employee may also be required to present a certification from a health care provider indicating that the employee is able to return to work.

9. Requests for leave shall be made to the School District. An employee's entitlement to FMLA leave for the birth, adoption, or foster care of a child expires at the end of the 12-month period beginning on the date of the birth or placement. When leave relates to an employee's spouse, son, daughter, or parent being on active duty, or notified of an impending call or order to active duty pursuant to Paragraph II 1.e above, and such leave is foreseeable, the employee shall provide reasonable and

practical notice to the school district of the need for leave. For all other leaves, employees must give 30 days written notice of a leave of absence where practicable. The failure to provide the required notice may result in a delay of the requested leave. Employees are expected to make a reasonable effort to schedule leaves resulting from planned medical treatment so as not to disrupt unduly the operations of the School District, subject to and in coordination with the health care provider.

10. The school district may require that a request for leave under Paragraph II 1.e above be supported by a copy of the covered military member's active duty orders or other documentation issued by the military indicating active duty or a call to active duty status in support of a contingency operation and the dates of active duty service. In addition, the school district may required the employee to provide sufficient certification supporting the qualifying exigency for which leave is requested.

11. During the period of a leave permitted under this policy ~~(which does not exceed a total of 12 work weeks in the applicable 12 month period),~~ the School District will provide health insurance under its group health plan under the same conditions coverage would have been provided had the employee not taken the leave. The employee will be responsible for payment of the employee contribution to continue group health insurance coverage during the leave. An employee's failure to make necessary and timely contributions may result in termination of coverage.

    An employee who does not return to work after the leave may, in some situations, be required to reimburse the school district for the cost of the health plan premiums paid by it.

12. The School District may request or require the employee to substitute accrued paid leave for any part of the 12-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave. It shall be the responsibility of the superintendent to develop directives and guidelines as necessary to implement this policy. Such directives and guidelines shall be submitted to the school board for annual review.

    The School District shall comply with written notice requirements as set forth in federal regulations.

13. Employees returning from a leave permitted under this policy ~~(which does not exceed a total of 12 work weeks in the applicable 12 month period)~~ are eligible for reinstatement in the same or an equivalent position as provided by law. However, the employee has no greater right to reinstatement or to other benefits and conditions of employment than if the employee had been continuously employed during the leave.

~~12. An employee who does not return to work after leave may, in some situations, be required to reimburse the School District for the cost of the health plan premiums paid by it.~~

~~13. The provisions of this policy are intended to comply with applicable law, including the Family and Medical Leave Act of 1993 ("FMLA") and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by that Act and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.~~

~~14. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the School District regarding family and medical leaves (if any) shall be followed.~~

B. Six-week Leave.

An employee who does not qualify for <u>parenting</u> leave under Paragraph<u>s II.A.1.a. or II.A.1.b.</u> ~~A~~ above may qualify for a six-week unpaid parenting leave for the birth or adoption of a child. The employee may qualify if he or she has worked for the school district for at least 12 consecutive months and has worked an average number of hours per week equal to one-half full time equivalent. This leave is separate and exclusive of the family and medical leave described in the preceding paragraphs.

<u>C. Twenty-six week Servicemember Family Military Leave</u>

<u>1. An eligible employee who is the spouse, son, daughter, or next of kin of a covered servicemember shall be entitled to a total of 26 work weeks of leave during a 12-month period to care for the servicemember. The leave described in this paragraph shall only be available during a single 12-month period. For purposes of this leave, the need to care for a servicemember includes both physical and psychological care.</u>

<u>2. During a single 12-month period, an employee shall be entitled to a combined total of 26 work weeks of leave under Paragraphs II.A. and II.C. above.</u>

3. The 12-month period referred to in this section begins on the first day of eligible employee takes leave to care for a covered servicemember and ends 12 months after that date.

4. Eligible spouses employed by the school district are limited to an aggregate of 26 weeks of leave during any 12-month period if leave is taken for birth of the employee's child or to care for the child after birth; for placement of a child with the employee for adoption or foster care or to care for the child after placement; to care for the employee's parent with a serious health condition; or to care for a covered servicemember with a serious injury or illness.

5. The school district may request or require the employee to substitute accrued paid leave for any part of the 26-week period. Employees may be allowed to substitute paid leave for unpaid leave by meeting the requirements set out in the administrative directives and guidelines established for the implementation of this policy, if any. Employees eligible for leave must comply with the family and medical leave directives and guidelines prior to starting leave.

6. An employee will be required to submit sufficient medical certification issued by the health care provider of the covered servicemember and other information in support of requested leave and eligibility for such leave under this section within 15 days from the date of the request or as soon as practicable under the circumstances.

7. The provision of paragraphs II.A.6.,II.A.9.,II.A.11.,II.A.12. and II.A.13. above shall apply to leave under this section.

III. SPECIAL RULES FOR INSTRUCTIONAL EMPLOYEES

A. An instructional employee is one whose principal function is to teach and instruct students in a class, a small group, or an individual setting. This includes, but is not limited to, teachers, coaches, driver's education instructors, and special education assistants.

B. Instructional employees who request foreseeable medically necessary intermittent or reduced work schedule leave greater than twenty percent of the work days in the leave period may be required to:

1. take leave for the entire period or periods of the planned medical treatment; or

2. move to an available alternative position for which the employee is qualified, and which provides equivalent pay and benefits, but not necessarily equivalent duties.

C. Instructional employees who request continuous leave near the end of a semester may be required to extend the leave through the end of the semester. The number of weeks remaining before the end of a semester does not include scheduled school breaks, such as summer, winter, or spring break.

1. If an instructional employee begins leave for any purpose more than five weeks before the end of a semester and it is likely the leave will last at least three weeks, the school district may require that the leave be continued until the end of the semester.

2. If the employee begins leave for a purpose other than the employee's own serious health condition during the last five weeks of a semester, the school district may require that the leave be continued until the end of the semester if the leave will last more than two weeks or if the employee's return from leave would occur during the last two weeks of the semester.

3. If the employee begins leave for a purpose other than the employee's own serious health condition during the last three weeks of the semester and the leave will last more than five working days, school district may require the employee to continue taking leave until the end of the semester.

D. The entire period of leave taken under the special rules will be counted as leave. The school district will continue to fulfill the School District's leave responsibilities and obligations, including the obligation to continue the employee's health insurance and other benefits, if an instructional employee's leave entitlement ends before the involuntary leave period expires.

IV. OTHER

A. The provisions of this policy are intended to comply with applicable law, including the FMLA and applicable regulations. Any terms used from the FMLA will have the same meaning as defined by the FMLA and/or applicable regulations. To the extent that this policy is ambiguous or contradicts applicable law, the language of the applicable law will prevail.

B. The requirements stated in the collective bargaining agreement between employees in a certified collective bargaining unit and the school district regarding family and medical leaves (if any) shall be followed.

V. DISSEMINATION OF REGULATION

A. This regulation shall be conspicuously posted in each school district building in areas accessible to employees.

EFFECTIVE: July 12, 2004
MODIFIED: October 9, 2006
MODIFIED: October 12, 2009

Agenda Item 6-A-1-d

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

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

d. Board Policy and Regulations 502 and 502-R – "Student Discipline" – First Reading

RECOMMENDED ACTION: Accept for first reading the recommendation for no changes to Board Policy and Regulations 502 and 502-R – "Student Discipline."

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

STUDENT DISCIPLINE	POLICY: 502

The mission statement of the Wayzata School District includes a commitment to personal wellness and fostering respect for self and others.

In support of this mission, we believe in the following:

- Recognition of the rights and responsibilities of all individuals.
- Respect for governing laws.
- Respect for private and public property.
- Consequences for failure to follow student conduct rules.

The School Board believes that learning occurs best in an orderly environment which promotes responsible behavior in our students. This policy and these regulations apply to all students on school property at all times, at any school-sponsored activities, at school bus stops, or on school buses.

It is the intent of the School Board that all students be treated fairly, both in and out of class. The School Board has a responsibility to make reasonable policies for governing student behavior and conduct consistent with Minnesota statutes including Minnesota Pupil Fair Dismissal Act and rules and regulations approved by the Minnesota Department of Education. The School Board recognizes the uniqueness of each building and classroom and intends that there will be individual building and classroom procedures to implement District policy and administrative regulations.

ADOPTED: March 8, 1970
AMENDED July 16, 1984
AMENDED: December 8, 1986
AMENDED: October 12, 1992
AMENDED: July 9, 2001
AMENDED: May 10, 2004
REVIEWED: December 12, 2005
AMENDED: October 13, 2008
REVIEWED: October 12, 2009

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

STUDENT DISCIPLINE	REGULATIONS: 502-R

I. REGULATIONS FOR STUDENT BEHAVIOR

Rule 1: ATTENDANCE

Students should arrive at school and classes on time. Late arrival constitutes tardiness. Unexcused tardies may lead to consequences. Truancy is an absence without the knowledge and approval of the school, parent/guardian, or teachers. (See Compulsory Attendance Policies 503.)

Rule 2: ACTIVITIES/ EVENT BEHAVIOR

Students must comply with all school and Minnesota State High School League and conference rules when attending school activities and events.

Rule 3: RESPECT FOR PROPERTY

Students shall respect property belonging to the School District, school employees, and other students. Vandalism, accidental damage to property, theft or use of property without permission of the owner, extortion, or trespassing shall constitute a violation of this rule.

Rule 4: RESPECT FOR PEOPLE

Students will show respect for other students, and all School District employees and volunteers. Disrespectful behavior including abusive language is a violation of this rule. This policy incorporates by reference the District's Racial, Religious, Offensive Behavior, Sexual Harassment and Violence Policy. (See Policy Racial, Religious, Offensive Behavior/Sexual Harassment and Violence – 403) Although not inclusive, the following list describes behaviors that are not permitted.

A. **Insubordination:** A student is insubordinate when he/she refuses to comply with any reasonable request or directive of teachers, principals, District employees or volunteers.

B. **Personal Identification:** Students shall identify themselves upon request by any school employee. Failure to identify oneself to school authorities is a violation of this rule. Falsifying signatures is also a violation of this rule.

C. **Assault:** Assault includes actual physical harm to another or an act with intent to cause fear or bodily harm to a person.

D. **Fighting:** Fighting is mutual combat in which both parties have contributed to the situation.

E. Racial, Religious, Offensive Behavior/Sexual Harassment and Violence:

It is the policy of Independent School District 284 that no student or employee of the District shall be subjected to offensive behavior. Such conduct includes, but is not limited to, inappropriate remarks or conduct related to a person's race, color, creed, religion, national origin, sex, sexual orientation, marital status, disability, age, or status with regard to public assistance. Offensive behavior also includes violent or threatening behavior and sexual harassment. (See Board Policy 403-R)

F. Threats: No student will threaten any individual person or property.

G. Hazing: See Board Policy 513 on Hazing.

H. Bullying:

Bullying is an overt act by a student or a group of students directed against another student/s with the intent to ridicule, humiliate or intimidate the other student.

Rule 5: WEAPONS, REPLICA WEAPONS, POTENTIALLY DANGEROUS OBJECTS

District 284 prohibits the possession of the following in school or at school events:

A. Weapons: A weapon includes but is not limited to firearms (whether loaded or not loaded), pellet guns, stun guns, num-chucks, metal knuckles, or knives. Any violation may be reported to the local police authority for possible criminal prosecution. A recommendation for at least a 12 month expulsion shall be made to the School Board if a student possesses a weapon on school property or at a school activity. The Superintendent may modify such expulsion/exclusion requirements on a case-by-case basis.

B. Replica Weapons: Possession of a replica weapon by a student may result in disciplinary action by the school, including expulsion. "Replica" weapon means a device or object that is not defined as a dangerous weapon and that is a facsimile or toy version of, and appears to be, a pistol, revolver, shotgun, rifle, or any other weapon. Any violation may be reported to the local police authority for possible criminal prosecution.

C. Potentially Dangerous Objects: No student will transport on a bus or bring on to school grounds, into the school building, or to school activities, fireworks, explosives, smoke bombs, ammunition, clubs, slingshots, laser pointers, and similar objects or components which are potentially dangerous to people, or property, or are disruptive to the learning environment. Squirt guns or similar items may be considered potentially

dangerous objects. Potentially dangerous objects include any item used to threaten, or commit assault, or bodily harm, or any objects used in a manner which may create the fear of bodily harm. The building administrator will determine whether an item is a potentially dangerous object. Any violation may be reported to the local police authority for possible criminal prosecution. Expulsion may be recommended.

Rule 6: SMOKING AND USE OF TOBACCO

Tobacco use and/or possession by students shall be prohibited in school buildings, on school property, on school buses, and at all school-sponsored activities.

Rule 7: ALCOHOL AND ILLEGAL DRUGS

Students will not possess, purchase, or sell alcohol, illegal drugs, drug paraphernalia, consume any amount of alcohol, or illegal drugs while on school property, including buses, or while attending school-sponsored functions.

Rule 8: DISRUPTIVE BEHAVIOR

Students shall behave in a manner which neither disrupts the learning environment nor is hazardous to the health and safety of persons in any area.

A. **Disrespectful Language:** The use of disrespectful language which may includes the use of profanity and/or obscenity, is a violation of this rule.

B. **Unauthorized Distribution of Literature:** Unauthorized distribution of literature on school property either electronically or in hard copy of an inflammatory, libelous, or slanderous nature is also a violation of this rule.

C. **Disturbances and Disruptions:** Disturbances, disruptions, or threats to normal school operations or school activities, such as the reporting of dangerous or hazardous situations that do not exist, are violations of this rule (i.e. terroristic threats). The possession or use of articles that are illegal or declared by a school official to be nuisances is also a violation of this rule.

D. **Nuisance Items:** A nuisance item is anything that is used to disrupt the safety, order or control of the school, such as, but not limited to, pagers, radios, headsets, cell phones, universal remote controls, laser pointers, or personal digital assistants (PDAs). If safety or learning is disrupted, consequences will occur.

Rule 9: CLOTHING AND WEARING APPAREL

Students shall dress in such a manner that their wearing apparel is not disruptive to the learning environment and does not constitute a health or safety hazard. (See Board Policy 506 – Student Dress Code.)

Rule 10: PARKING/ PARKING LOT/DRIVING VIOLATIONS

Students are expected to honor and obey all parking and driving rules as described in the Wayzata High School student handbook.

Rule 11: CHEATING/PLAGIARISM/FALSIFICATION OF RECORDS

Cheating, plagiarism and/or falsification of records are violations. Cheating or plagiarism is misleading an instructor in some way so as to receive a grade for work that the student did not originate.

Rule 12: BUS VIOLATIONS

All school rules, policies, and regulations apply to behavior at bus stops, on buses to and from school or while on any school-related activity. In addition, state law specifically prohibits the following behaviors on a school bus:

A. Standing or walking in a bus while it is in motion.

B. Transporting any potentially dangerous objects including weapons or explosives.

C. Obstructing the aisle.

D. Damaging the bus in any manner. (See District 284 School Bus Discipline Policy and Special Education Transportation Regulations.)

Rule 13: TECHNOLOGY

Students shall use technology in a manner consistent with Board Policy (631 & 631R).

II. PREVENTIVE AND CORRECTIVE MEASURES

Student violations of one or more rules of student conduct shall be cause for intervention. Such intervention may be preventive, corrective, educational, or disciplinary in nature and must depend upon:

- The seriousness of the violation.
- The frequency with which the student has violated the rules.
- The willingness of the student to correct the behavior and to act in a more positive manner.
- The age of the student.

A. Preventive Measures

Preventive measures may include the involvement of the parent/guardian and appropriate professional staff in an attempt to plan corrective strategy jointly. In cases of students with an active Individualized Education Program (IEP), preventive or corrective action plans will generally involve the student's case manager.

B. Types of Corrective Measures

- Student conference.
- Parent contact.
- Parent conference.
- Removal from class.
- Contract.
- Restitution.
- In-school support.
- Detention.
- Suspension or removal from extracurricular activities.
- In-school monitoring.
- Community service.
- Referral to outside agency therapeutic program.
- Suspension.
- Assign alternative program.
- Police referral.
- Petition County Court.
- Transfer to another school.
- Superintendent-level intervention.
- Expulsion/Exclusion.

These actions are not listed in any particular order and other actions may be appropriate as well.

C. Building Level Measures

The classroom teacher will generally attempt other means to correct undesirable behavior before removal from class is used.

1. **Removal from Class:** Violation of any rule or policy established by the School Board, administration, or teacher may be grounds for removing a student from a specific class or activity for an amount of time not to exceed five (5) class or activity periods. Students removed from a class or activity shall report to the area that is designated.

   a. **Secondary Schools:** A class or activity means the daily instructional time for a given course of study.

   b. **Elementary Schools:** A class or activity means a period of time not to exceed one (1) hour, regardless of subject of instruction.

2. **Suspension:** Suspension is a directive from a school administrator prohibiting a student from attending school.

   a. **Notice:** All provisions of the Pupil Fair Dismissal Act will be followed.

   b. **Re-entry**: Conference with parent or guardian is required as condition of reinstatement. (Per Pupil Fair Dismissal Act). The requirement for a Re-entry Conference cannot delay the delivery of special education services if a student has an IEP.

   c. **Violation of Suspension**: If a student returns to school or a school- sponsored activity without permission during a suspension, the action may be considered a violation of the suspension and may be cause for further action.

D. Superintendent Level Disciplinary Process

The principal may refer a student to the Superintendent/designee for further action. The referral will be in writing and will be accompanied by a complete and up-to-date record of the facts of the incident(s) and all corrective measures attempted.

1. **Informal Hearing:** The Superintendent/designee will conduct an informal hearing. The student and parent/guardian will be notified of the hearing and will receive a copy of the referral letter. At the hearing the student may choose to be accompanied by any person. The principal and other school personnel may be present.

2. **Actions:** The Superintendent/designee will take one or more of the following actions:

   a. Defer action pending further investigation

   b. Place the student on Superintendent's probation.

   c. Transfer the student to a different school.

   d. Place the student on home instruction.

   e. Place the student in a modified or alternative program.

   f. Attempt to seek placement in a school outside the District with parental/guardian agreement.

   g. Recommend expulsion or exclusion. The Superintendent may modify such expulsion/exclusion requests on a case by case basis.

E. Expulsion/Exclusion

1. Expulsion

Expulsion is a School Board action to prohibit an enrolled student from further attendance for up to twelve (12) months from the date the student is expelled. The procedures for notice and hearing under the Pupil Fair Dismissal Act regulations will be followed.

2. Exclusion

Exclusion means a Board action to prevent enrollment or re-enrollment of a student for a period that shall not extend beyond the school year. The procedures of the Pupil Fair Dismissal Act will be followed.

F. Alternative Placement

Alternative placement to another in or out-of-District school site may be made at the recommendation of the administration.

III. NOTIFICATION OF BOARD POLICY/REGULATIONS AND BUILDING PROCEDURES

A. High school and middle school students will be given a copy of the Student Discipline Regulations and any building-level procedures. Receipt of the written policy and procedures will be construed as having knowledge of the contents. Elementary students will receive an oral explanation.

B. Copies of the Board Policy on Student Discipline and Regulations will be available to students and parents/guardians in the office of each school building.

IV. IMPLEMENTATION

The building level procedures for implementing this policy will be determined by each site. The building principal and licensed employees shall confer annually to review the discipline policy and to assess whether the policy has been enforced.

A District committee will review the policy and regulations annually.

EFFECTIVE:	December 8, 1986
MODIFIED:	July 24, 1989
MODIFIED:	October 12, 1992
MODIFIED:	March 30, 1993
MODIFIED:	July 15, 1993
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MODIFIED:	December 14, 1994
MODIFIED:	July 9, 2001
MODIFIED:	May 10, 2004
REVIEWED:	December 12, 2005
MODIFIED:	October 13, 2008
REVIEWED:	October 12, 2009

Agenda Item 6-A-1-e

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

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

e. Board Policy and Regulations 510 and 510-R – "Student Sex Nondiscrimination" – First Reading

RECOMMENDED ACTION: Accept for first reading the recommendation for no changes to Board Policy and Regulations 510 and 510-R – "Student Sex Nondiscrimination."

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

STUDENT SEX NONDISCRIMINATION	POLICY: 510

I. Purpose

Students are protected from discrimination on the basis of sex pursuant to Title IX of the Education Amendments of 1972 and the Minnesota Human Rights Act. The purpose of this policy is to provide equal educational opportunity for all students and to prohibit discrimination on the basis of sex.

II. GENERAL STATEMENT OF POLICY

A. The School District provides equal opportunity for all students, and does not unlawfully discriminate on the basis of sex. No student will be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any educational program or activity operated by the School District on the basis of sex.

B. It is the responsibility of every School District employee to comply with this policy.

ADOPTED: November 8, 2004
REVIEWED: December 12, 2005
REVIEWED: October 13, 2008
REVIEWED: October 12, 2009

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

STUDENT SEX NONDISCRIMINATION	REGULATIONS: 510-R

I. TITLE IX COORDINATOR

A. The Executive Director of Human Resources is the Title IX coordinator. This employee coordinates the School District's efforts to comply with and carry out its responsibilities under Title IX.

B. Any student, parent or guardian having questions regarding the application of Title IX and its regulations and/or this policy should discuss them with the Title IX coordinator. Questions relating solely to Title IX and its regulations may be referred to the Assistant Secretary for Civil Rights of the United States Department of Education. In the absence of a specific designee, an inquiry or complaint should be referred to the Superintendent or the School District human rights officer.

II. REPORTING PROCEDURES

A. The Executive Director of Human Resources is the School District human rights officer to receive reports, complaints or reports of unlawful sex discrimination toward a student.

B. Any student who believes he or she has been the victim of unlawful sex discrimination by a teacher, administrator or other School District personnel, or any person with knowledge or belief of conduct which may constitute unlawful sex discrimination toward a student should report the alleged acts immediately to an appropriate School District official designated by these regulations or may file a report. The School District encourages the reporting party or complainant to use the report form available from the principal of each building or available from the School District office, but oral reports shall be considered complaints as well. Nothing in this policy shall prevent any person from reporting unlawful sex discrimination toward a student directly to a School District human rights officer or to the Superintendent.

C. The building principal is the person responsible for receiving oral or written reports of unlawful sex discrimination toward a student at the building level. Any adult School District personnel who receives a report of unlawful sex discrimination toward a student shall inform the building principal immediately.

D. Upon receipt of a report, the principal must notify the School District human rights officer immediately, without screening or investigating the report. The principal may request, but may not insist upon a written complaint. A written statement of the facts alleged will be forwarded as soon as practicable by the principal to the human rights officer. If the report was given verbally, the principal shall personally reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any report or complaint of unlawful sex discrimination toward a student as provided herein may result in disciplinary action against the principal. If the complaint involves the building principal, the complaint shall be made or filed directly with the Superintendent or the School District human rights officer by the reporting party or complainant. If the complaint involves a human rights officer, the complaint shall be filed directly with the Superintendent.

E. The School Board hereby designates Executive Director of Human Resources as the School District human rights officer to receive reports, complaints or grievances of unlawful sex discrimination toward a student. If the complaint involves a human rights officer, the complaint shall be filed directly with the Superintendent.

F. The School District shall conspicuously post the name of the Title IX coordinator and human rights officer, including office mailing addresses and telephone numbers.

G. Submission of a good faith complaint, or report of unlawful sex discrimination toward a student will not affect the complainant or reporter's future employment, grades or work assignments.

H. Use of formal reporting forms is not mandatory.

I. The School District will respect the privacy of the complainant, the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the School District's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

III. INVESTIGATION

A. By authority of the School District, the human rights officer, upon receipt of a report, complaint alleging unlawful sex discrimination toward a student shall promptly undertake or authorize an investigation. The investigation may be conducted by School District officials or by a third party designated by the School District.

B. The investigation may consist of personal interviews with the complainant, the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

C. In determining whether alleged conduct constitutes a violation of this policy, the School District should consider the surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

D. In addition, the School District may take immediate steps, at the discretion, to protect the complainant, pupils, teachers, administrators or other school personnel pending completion of an investigation of alleged unlawful sex discrimination toward a student.

E. The investigation will be completed as soon as practicable. The School District human rights officer shall make a written report to the Superintendent upon completion of the investigation. If the complaint involves the Superintendent, the report may be filed directly with the School Board. The report shall include a determination of whether the allegations have been substantiated as factual and whether they appear to be violations of this policy.

IV. SCHOOL DISTRICT ACTION

A. Upon conclusion of the investigation and receipt of a report, the School District will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination or discharge. School District action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law and School District policies.

B. The result of the School District's investigation of each complaint filed under these procedures will be reported in writing to the complainant by the School District in accordance with state and federal law regarding data or records privacy.

VI. REPRISAL

The School District will discipline or take appropriate action against any pupil, teacher, administrator or other school personnel who retaliates against any person who reports alleged unlawful sex discrimination toward a student or any person who testifies, assists or participates in an investigation, or who testifies, assists or participates in a proceeding or hearing relating to such unlawful sex discrimination. Retaliation includes, but is not limited to any form of intimidation, reprisal or harassment.

VII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

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

Agenda Item 6-A-1-f

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

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

f. Board Policy and Regulations 631 and 631-R – "Technology Use" – First Reading

RECOMMENDED ACTION: Accept for first reading the recommendation for no changes to Board Policy and Regulations 631 and 631-R – "Technology Use."

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

TECHNOLOGY USE	**POLICY: 631**

The Wayzata School District may provide employees and students with access to computers and other equipment enabling them to access the Internet, to use electronic mail, to create Internet Web pages, and to send, receive, and store documents. Use of this equipment shall be limited to educational purposes, including classroom instruction, educational research, and curriculum and professional development.

The use of this equipment is a privilege, not a right. All uses of this equipment shall be in compliance with the School District's policies and regulations and all state and federal laws. The School District may revoke the privilege to use this equipment for students and staff who violate these policies and regulations or state or federal law. In addition, the School District may take disciplinary or legal action against students and staff who violate these policies and regulations or state and federal laws.

The School Board recognizes that making resources such as the Internet available to students and staff carries some risks that students and staff may encounter material on the Internet that is offensive or is otherwise not suitable for an educational environment. The School District does not have the resources necessary to screen or filter out all inappropriate material or to prevent students from inappropriately disclosing information about themselves on the Internet, nor is it technologically possible to do so. However, the Board of Education believes the benefits of providing students and staff with access to the Internet outweighs the potential harm. In order to minimize these risks, the School District will endeavor to educate staff and students regarding how to use the School District's computers and communication technology responsibly.

The Superintendent is directed to develop and implement regulations and procedures that will:

A. Utilize appropriate computer software and hardware to allow students and staff to gain access to the Internet and that will protect the School District's data and equipment from unauthorized access or use; and

B. Limit the use of the School District's computers and communication equipment to educational purposes, including classroom instruction, educational research, and curriculum and professional development.

ADOPTED: May 11, 1998
AMENDED: July 12, 2004
REVIEWED: March 13, 2006
AMENDED: May 14, 2007
REVIEWED: October 12, 2009

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

TECHNOLOGY USE	REGULATIONS: 631-R

1. Definitions

The following definitions shall be used in implementing the Technology Use Regulations.

District System

The "District System" includes all of the District's computers and communications equipment, including but not limited to all computers, Internet access, electronic mail systems, software, including any school affiliated web-based tools, voice mail systems, databases, network storage devices (i.e., hard drives), facsimile machines, copy machines, cable television system, and all other audio and video systems.

Web-based Tools

Web-based Tools are defined as tools that are accessed via the Internet. Often these tools involve interactivity between students and others. They are generally viewable by the public and open to comments from the public. Examples include, but are not limited to, blogs, wikis, Google docs, and Voicethread.

2. Responsibilities

A. Superintendent

The Superintendent or designee shall serve as the coordinator to oversee the District System and to work with other state, regional, or federal organizations as necessary to continue to provide or improve the District System. In addition, the Superintendent may appoint a Director of Technology or other staff members, who shall:

1. Provide students and staff access to the District System as appropriate;
2. Protect the District System and data stored on the District System from unauthorized access, distribution, or manipulation;
3. To the extent practicable, filter, block, or otherwise prevent the use of the District System for the transmission of any comment, request, suggestion, proposal, image, or other communication which:
   a. Is obscene, indecent, or sexually explicit; or
   b. Is intended to promote or incite violence towards persons or property; or

c. Violates the District's policies or regulations or state or federal law regarding harassment or discrimination.

4. Prevent the unauthorized disclosure of data stored on the District System.

5. Establish procedures to audit the District System for compliance with District policies and regulations, state and federal law, and vendor contracts;

6. Develop processes for creating electronic mail ("e-mail") accounts for students and staff;

7. Establish limits for file storage on the District System;

8. Establish routine procedures to make backup copies of data stored on file servers on the District System;

9. Establish virus protection procedures;

10. Establish "firewalls" and other security measures to maintain the security of the data stored on the District System;

11. Establish procedures and policies governing access to the District System from computers outside the District System;

12. Establish procedures and policies for student, staff, and classroom Web pages and other web-based tools; and

13. Provide information for parent(s)/guardian(s) and students regarding District Technology Use Policy and Regulations in student handbooks and District Web site.

B. Building Principals

School building principals or their designees shall serve as the building-level coordinators for the District System in conjunction with the Director of Technology. They shall have the authority to approve building-level activities using the District System, subject to review by the Superintendent and the Board of Education. Principals or their designees will also oversee training of students and staff regarding the use of the District System.

C. District's Educational Staff

The District's educational staff shall:

1. Educate themselves about technology and how it may be used in the classroom setting to educate students;

2. Use the District System appropriately in the classroom, including previewing resources that will be used as part of classroom instruction;

3. Supervise student's use of technology resources in the classroom to help them learn, identify information appropriate to their age and educational levels, and evaluate and use information to meet their educational goals;

4. All educational staff shall use only District approved web-based tools. For blogs or wikis, users must contact the tech office. Due to rapid changes in the access to these tools, staff members must check with the district technology integration department before using any interactive web-based tools. Educational staff members using any web-based tool must read and follow the Web 2.0 Code of Ethics;

5. Monitor and teach students the acceptable use when accessing ~~who access~~ the District System to ensure they are abiding by the District's policies and regulations; and staff are responsible for copyright responsibilities – teaching and monitoring copyright ethics.

6. Prevent the unauthorized disclosure of data stored on the District System.

D. Staff

Staff members, including all employees, independent contractors and volunteers, may be provided access to the District System. If such access is obtained, staff members must abide by all District policies and regulations, state and federal law, and vendor contracts. If staff members obtain access to the District System from their homes or other remote locations, such use shall also be controlled by these regulations. Any data or other information downloaded or copied to a staff member's home computer from the District System shall remain the property of the District. Staff members obtaining such access shall also take the required steps to prevent the unauthorized disclosure of data stored on the District System.

E. Students

Students using the District system shall read (or have read and explained to them) and abide by the District's Technology Use Policy and Regulations.

Students in elementary and middle school shall not receive individual electronic mail accounts unless a teacher has established a valid educational need for an exception to be made to this regulation. The Director of Technology shall have the authority to implement this regulation and to make exceptions where appropriate. <u>All students shall use only District approved web-based tools. These tools shall only be used with the explicit knowledge and approval of their supervising teacher. Students using any web-based tool must read and follow the Web 2.0 Code of Ethics, found in the student handbook and district webpage.</u>

F. Parents/Guardians

There is a wide range of material available on the Internet, some of which may not comport with the moral standards or values of the families of students. It is not economically nor technologically feasible for the District to prevent students from encountering certain information when they use the Internet. It also is not possible to prevent students from disclosing information about themselves to others via the Internet.

The District permits students to use the Internet at school as part of classroom activities. Parent(s)/guardian(s) must notify the Director of Technology in writing if permission is **<u>not</u>** granted. (Notification form available through school principal or Technology Department.) Parents or guardians who permit a student to use the Internet at school: (a) recognize the risks of allowing students to access the Internet; (b) are responsible for reviewing the Technology Use Policy and Regulations with the student; and (c) are responsible for teaching the student how to make wise choices regarding the use of the Internet, including understanding what material is acceptable for them to review on the Internet.

3. Services Available on District System

The District may make any of the following services available to students and staff for use in a manner which is consistent with the limited educational purposes of the District System, District policies and regulations, state and federal law, vendor contracts, and available resources. The services to be made available may include:

A. Internet access;

B. Creation of student, staff, or classroom Web ~~pages~~ <u>content, including multimedia;</u>

C. Electronic ~~mail~~ <u>communications</u>; and

D. Network Folder.

Other services may be made available at the discretion of the Superintendent with the advice and consultation of the Director of Technology, based upon the service's ability to meet the educational goals of the District, compliance with District policies and regulations, state and federal law, vendor contracts, and available resources.

4. Use of the District System

A. Compliance With Other District Policies and Regulations

Use of the District System must not violate the District's other policies and regulations, including but not limited to the District's policies on Nondiscrimination (510), Racial, Religious, Offensive Behavior/Sexual Harassment and Sexual Violence (403), and Hazing Prohibition (513).

Users are prohibited from using the District System to transmit (send), ~~or~~ receive messages, pictures, or computer files which are fraudulent, illegal, pornographic, obscene, indecent, sexually explicit, discriminatory, harassing, defamatory, or which are intended to promote or incite violence against persons or property.

In addition, users are prohibited from: (i) violating copyright laws; (ii) using other user's passwords; (iii) trespassing in other folders, works or files; (iv) intentionally wasting limited District System resources.

B. Student Safety and Privacy

Students shall not disclose information via the District System such as last names, home addresses, or telephone numbers or other information that may identify themselves or other students.

Students shall notify their teacher, parent, or guardian when they encounter material or messages on the District System that are inappropriate or that make them feel uncomfortable.

C. Political and Commercial Activity

Because all electronic mail messages or other forms of communication sent using the District System will be identifiable as originating from the District, the District System shall not be used for political lobbying, unless the lobbying effort directly supports the School Board's legislative platform. The District system may not be used to endorse political candidate.

The District System shall not be used for personal commercial activity, including selling, purchasing, advertising, or soliciting goods or services. The District will not be responsible for any financial obligations arising from a user's activities on the District System.

D. Publication of Material on the Internet

The Director of Technology or his or her designee shall establish a process and criteria for the creation and posting of material on the District's Web servers. All student, staff, or classroom Web ~~pages~~ based-tools shall adhere to these criteria:

1. Student, School, and Classroom Web ~~Pages~~ based-tools

   Schools and classes may create and publish Web ~~pages~~ content that present information about the school or their classroom activities. Students may be permitted, but shall not be required to publish their school projects on a Web page. Links to commercial sites without a clear educational connection and/or sites supported by advertising ~~should be~~ are discouraged.

2. Extracurricular and Community Support Organizations

   With the approval of their school building principal or designee, school-sponsored extracurricular organizations and community groups that exist to support school programs and activities may be permitted to create and publish Web pages on the District's Web servers, provided that the material is consistent with the District's policies and regulations and relates to the activities of the organization. In the interest of providing for smooth transitions from year to year and in order to ensure continued support and maintenance and protecting the name and logos of District 284 and the Wayzata Public Schools, Web sites relating to and/or supporting school activities must be hosted on the District's servers with the support and guidance of Director of Technology or his or her designee and under the supervision of the activity advisor or designee.

3. Staff Web Pages

   Staff members are encouraged to create and publish material on the District's Web site. Published material must be consistent with the limited educational purposes of the District System, the District's policies and regulations, state and federal law, and available resources. Staff who wish to purchase commercial web services for school use will check with the Director of Technology or his or her designee prior to purchase. The use of Free Web services supported by advertising is discouraged. Outside Web services used by staff and students must be accompanied by the following disclaimer: "This Web site is not part of the official Wayzata Public Schools Web site. Independent District 284 is not responsible for accuracy or content of this page or external links to this site."

4. Links to Community and Community Organization Web Sites

   Wayzata Public Schools may provide links to community organization Web sites where appropriate. Examples include community Web sites, community youth organizations, community youth athletic organizations, park and recreational organizations, etc. Such links are provided at the complete discretion of Wayzata Public Schools. Organizations may request that their Web site be linked to or removed from Wayzata Public Schools Web pages by contacting the Director of Technology or his or her designee. Wayzata Public Schools declines any responsibility for the content or accuracy of such sites.

5. Web Based Tools ~~Logs (Blogs)~~ in General

   ~~Wayzata Public Schools will not authorize Web logs open to the public for anonymous comment. If people wish to share ideas, web pages are already available for that purpose. Staff may create web pages to share their ideas in a blog-like manner~~.

   All web-based tools that allow public comments must abide by the following regulations:

   a Comment moderation must be enabled.

   b. Teachers must read and approve each comment individually.

   c. Comments must be set to require a login or the disclosure of the user's name and email address.

6. Classroom ~~Blogs or e-Zines~~ Web-Based Tools

   ~~A web log or e-zine~~ Web-based tools have many ~~is~~ appropriate use~~s~~ ~~of technology~~ for learning purposes. Student contributions must be supervised by the teacher and must be appropriately identified adhering to all student behavior policies in the student handbook and applicable district policies and, specifically, policies regarding technology use and offensive behaviors. Students should not use last names. No anonymous contributions from the general public will be permitted. Participation in a ~~web log or e-~~zine web-based tool will require parental permission.

7. Professional ~~Blogs~~ Use of Web-Based Tools

   Departments or curriculum teams may use web-based tools ~~logs~~ for professional communication if they wish. Groups or individuals wishing to use a web-based tool must adhere to the above regulations. ~~create a blog should make a proposal to their supervisors and the Director of Technology or his or her designee stating the goals of the Web log, the audience and why it would be an appropriate use of district resources.~~

8. Online Learning ~~Web Sites~~ Environments

   Wayzata Public Schools may provide access to online learning ~~Web sites~~ environments.. Students may participate in online ~~discussions~~ environments and have access to other online educational services provided that all interactions are moderated by the teacher.~~such participation is not anonymous or open to the general public.~~

E. Employee Use

Employees may use the District technology system for reasonable personal use, except for activities denied or prohibited in these regulations. Reasonable use is defined as use that does not interfere with your professional responsibilities. If there is a question regarding reasonable personal use, please contact your supervisor or principal.

5. System Security

A. Passwords

Users will be assigned or will create passwords that enable them to access certain computer or communication equipment. Users are responsible for protecting the security of these passwords.

B. Software

Copyrighted or licensed software shall only be used in accordance with its license or purchase agreement. Users are prohibited from copying any unlicensed computer software onto the District System. Users are prohibited from using the District System to make copies of unlicensed or copyrighted software.

Users are prohibited from using software that is designed to destroy data, provide unauthorized access to computer or communication equipment, or which would disrupt the District System in any way. This includes, by way of example only, using any software viruses, Trojan horses, worms, or other invasive software.

C. Virus Protection

The District shall install software on all computer equipment which is designed to detect and destroy computer viruses or other software which could damage the computers or violate the integrity of information stored on the computers. Users are required to use this software and are prohibited from tampering with it, turning it off, or disabling it.

D. Firewalls

The District shall install software and/or hardware (a "firewall") that limits access to the District's computers. Users are prohibited from using software or hardware that is designed to circumvent these firewalls or to allow unauthorized access to the District's computers.

E. Personal Computers

Computers that are not owned by the District must not be connected to the District's network unless the user has first obtained permission from the Technology Department. Permission to connect such a computer will not be granted unless the computer contains current virus software and has an operating system that is compatible with the District's systems.

F. Performance of District System

Users are prohibited from doing anything which would degrade the performance of the District's computers or communication equipment, including but not limited to deliberately crashing a computer or the computer network.

6. Privacy

A. The District System is to be used only for educational purposes. The District reserves the right to read, listen to, or otherwise access files and information stored on the District System. Users should therefore have no expectation of privacy in any message or file created, sent, stored, or received using the District System.

Users are prohibited from forging, altering, or otherwise concealing the identity of the person sending messages or other forms of communication with the District System.

All electronic ~~mail~~ communications must be drafted in the same manner and with the same care as any communication in printed form on District letterhead. All communications, whether electronic, voice, or printed, must be in accordance with the District's policies and procedures, as well as local, state, and federal laws.

B. Many District publications may be electronically distributed. If a parent/guardian chooses to provide the District with a family e-mail address, the District cannot guarantee that the address will be encrypted in mass electronic mailings.

Family e-mail addresses may be provided to agencies with educational interests.

7. Intellectual Property Rights

Users will respect the rights of others in their intellectual property, including copyrights and trademarks. Users shall not make unauthorized copies of nor plagiarize the works of others.

Users shall not copy nor post on the Internet the works of others without the owner's written permission.

If a user desires to make copies of material found on the Internet, such copies shall be made only in accordance with the principles of "fair use" as that term is defined in the federal Copyright Act.

Works created by students are the property of the student.

Works created by staff members in the course of their duties and using the District System are the property of the District as works made for hire.

For educational purpose, the District may publish or exhibit examples of student projects and activities, including photographs of students and/or ~~videotape~~ video of students, on the District Web site or on the District cable station. Parent(s)/guardian(s) must notify the Director of Technology in writing if permission is not granted. (Notification form available through school principal or Technology Department.)

8. Investigation of Violations

The District will investigate any alleged violations of the Technology Use Policy or Regulations, and any rules or policies promulgated in accordance with these Regulations. As a part of any such investigation, the District may access (read or listen to) computer files or messages stored on the District System. Because the ~~I~~ District is obligated to ensure the District System is used in compliance with the District's policies and regulations; state, local, and federal laws; and contracts with vendors; the District reserves the right to monitor the equipment and all information stored on it or transmitted with it. Accordingly, users should not have any expectation that messages or files they send, receive, or create using the District's computer and communication equipment will be kept private.

9. Enforcement of the ~~School~~ District's Technology Use Policy and Regulations

A. Students

Violations of the District's Technology Use Policy and Regulations and any rules or policies promulgated in accordance with these regulations may be grounds for discipline, including required training or education or penalties including but not limited to revocation of the privilege to use the District System and other disciplinary actions as outlined in the Student Discipline Policy (502) and its regulations and the Pupil Fair Dismissal Act and other state and federal laws. A Student or employee engaging in unacceptable uses of the Internet when off district premises and without the use of the District system also may be in violation of this policy as well as other District policies. In situations when the District receives a report of an unacceptable use originating from a non-school computer or resource, the District shall investigate such report to the best of its ability. Students or employees may be subject to disciplinary action for such conduct including, but not limited to, suspension or cancellation of the use or access to the District computer system and the Internet and discipline under other appropriate District policies, including suspension, expulsion, exclusion, or termination of employment.

B. Staff

Violations of the District's Technology Use Policy and Regulations, and any rules or policies promulgated in accordance with these Regulations, by staff may be grounds for discipline in accordance with District policies, regulations, practices, contracts, and state and federal law.

10. No Warranty Regarding the District System

The District makes no warranties of any kind, either express or implied, that the function of the services provided by or through the District System will be error-free or without defect. The District will not be held responsible for any damage users may suffer, including but not limited to loss of data or interruptions of service. The District does not guarantee that students using the District System will not encounter inappropriate material. The District is not responsible for the accuracy or quality of the information obtained through or stored on the District System.

11. Acknowledgment Forms

Users are provided access to the District System in accordance with the District Technology Use Policy and Regulations. If a user (or their parent(s)/guardian(s) on behalf of a user) does not agree with the terms of this policy, written notice of such disagreement must be provided to the Director of Technology or its designee, at which time that user's access to the District System shall be terminated. (Notification form available through school principal or Technology Department.)

EFFECTIVE: May 11, 1998
MODIFIED: May 28, 2002
MODIFIED: July 12, 2004
MODIFIED: March 13, 2006
MODIFIED: May 14, 2007
MODIFIED: August 22, 2007
MODIFIED: October 12, 2009

Agenda Item 6-A-1-g

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

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

g. Board Policy 801– "First Aid" – First Reading

RECOMMENDED ACTION: Accept for first reading the recommendation for no changes to Board Policy 801 – "First Aid".

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

FIRST AID	POLICY: 801

In case of an accident, first aid should be given by any qualified person available. The building Health Service paraprofessional, District Nurse or, if not available, the building principal must be notified immediately. The Health Service paraprofessional with support of the building principal should direct all proceedings when an accident occurs. Parents will be contacted as soon as possible. The Health Service paraprofessional, District Nurse or building principal will determine whether the accident victim is to be taken home or whether to activate the Medical Emergency System by dialing 911.

School employees witnessing an accident should report all details to the Health Service paraprofessional or to the principal as soon as possible. All accident reports are kept in the school health office and are to be considered privileged information. The School Nurse will separate reports by students, employees, and members of the public. All requests for details concerning an accident should be referred to the building principal.

ADOPTED: March 9, 1970
AMENDED: July 13, 1987
AMENDED: August 16, 2004
REVIEWED: October 12, 2009

Agenda Item 6-A-1-h

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

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

h. Board Policy and Regulations 803 and 803-R – "Crisis Management" – First Reading

RECOMMENDED ACTION: Accept for first reading the recommendation for no changes to Board Policy and Regulations 803 and 803-R – "Crisis Management."

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

CRISIS MANAGEMENT	POLICY: 803

The School Board holds as one of its primary responsibilities the provision of a safe and secure environment for students, staff, parents, volunteers, community members, and visitors. The School Board is keenly aware that crisis situations may arise at any time and considers it to be of utmost importance to be prepared to address a wide range of potential crisis situations. Significant planning and preventive services are the first step in avoiding crises.

Therefore, the Superintendent is directed to develop a Crisis Management Plan, which will include the establishment of a District Crisis Committee to advise on appropriate steps to prevent, resolve, or ameliorate crisis situations on a district and individual school building level. It is recommended that the Crisis Committee be representative of staff, parents, and community members.

ADOPTED: June 9, 1986
AMENDED: June 12, 2000
AMENDED: June 14, 2004
REVIEWED: October 12, 2009

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

CRISIS MANAGEMENT	REGULATIONS: 803-R

Pursuant to Board policy, the School District shall develop a Crisis Management Plan to respond to crisis situations. The Superintendent directs the following:

I. Crisis Definition – Any event which directly threatens the safety and security of students, staff and community members will be considered a crisis.

II. District Crisis Committee – The Superintendent shall maintain a District Crisis Committee whose responsibility is to advise the Superintendent on appropriate steps to deal effectively with existing crisis situations, and/or to avert future crises. The District Crisis Committee shall comprise staff, parents, and community members. The District Crisis Committee will develop specific response procedures for each crisis or emergency that may arise, and these procedures will be detailed in a District Crisis Procedure Manual. This manual will incorporate general crisis procedures for securing a school building, classroom evacuation, school building evacuation, campus evacuation, and emergency sheltering. The manual shall designate the individual(s) who will determine when such actions will be taken.

III. District Crisis Response Team - The District Crisis Committee Chair will annually establish a District Crisis Response Team to assist Building Crisis Response Teams in the event a crisis situation occurs and additional support is needed.

IV. Building Crisis Response Team – Each building principal annually will establish a Building Crisis Response Team to develop and implement a Crisis Management Plan tailored to the building, using the District Crisis Procedure Manual as a guide. District-wide procedures may be modified when creating a building specific Crisis Management Plan. Information regarding the composition and expectations of the Building Crisis Response Team shall be communicated to employees and school volunteers, and written copies of the building's specific Crisis Management Plan shall be available in all staff and student occupied rooms.

V. Review – The District Crisis Procedure Manual will be reviewed by the District Crisis Committee annually, or more frequently if needed. The designated chair of the District Crisis Committee shall report on related activities during the prior year and make recommendations to the Superintendent. Based on the Team's report and recommendations, the Superintendent will direct modifications or a reaffirmation of the District Crisis Management Plan and Procedure Manual for the following school year. Each Building Crisis Response Team shall also review its plan on an annual basis. District staff will receive annual district and building updates, or reaffirmation on crisis procedures, by October 1 of each school year.

EFFECTIVE: June 9, 1986
MODIFIED: June 12, 2000
MODIFIED: June 14, 2004
REVIEWED: October 12, 2009

Agenda Item 6-A-1-i

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

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

i. Board Policy 805– "School Volunteers – Buildings and Grounds" – First Reading

RECOMMENDED ACTION: Accept for first reading the recommendation for no changes to Board Policy 805 – "School Volunteers – Buildings and Grounds".

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

SCHOOL VOLUNTEERS – BUILDINGS AND GROUNDS	**POLICY: 805**

The School Board recognizes the willingness of groups or individuals to volunteer assistance to improve buildings and grounds of the District. The School Board encourages voluntary assistance with the provision that anticipated work follow School Board approved schematics, plans or other systematically documented activities. Such plans would need to be presented in advance to the Superintendent for review and approval.

Supervision of these projects will be the responsibility of the Superintendent or the Superintendent's designee.

ADOPTED: April 11, 1983
AMENDED: July 13, 1987
AMENDED: August 16, 2004
REVIEWED: October 12, 2009

Agenda Item 6-A-1-j

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: A. Superintendent

COMMENTS BY: Superintendent Anderson

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

j. Board Policy 809– "Authorized Use of District-Owned Materials and Equipment" – First Reading

RECOMMENDED ACTION: Accept for first reading the recommendation for no changes to Board Policy 809 – "Authorized Use of District-Owned Materials and Equipment".

Motion by: _____ Yes _____ Passed _____

Second by: _____ No _____ Failed _____

Abstentions _____

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

AUTHORIZED USE OF DISTRICT-OWNED MATERIALS AND EQUIPMENT	**POLICY: 809**

Building principals, community education coordinators, and staff specialists, by Superintendent designation, may authorize the use of District equipment by non-school agencies/groups/persons. Use for other than school, governmental, or educational purposes is prohibited.

District equipment may be loaned to staff members when such use is related to their employment, and to students when the equipment is to be used in connection with their studies or extracurricular activities.

Persons or groups using space in District buildings may use equipment located in and associated with appropriate use of that space.

Principals, community education coordinators, and staff specialists will establish proper controls to assure the borrower's responsibility for the safe return of all equipment.

As appropriate, rental fees may be charged.

ADOPTED: April 14, 1986
AMENDED: November 13, 2006
REVIEWED: October 12, 2009

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: B. Curriculum and Instruction

COMMENTS BY: Dr. Jane Sigford

1. Approval of Proposed Wayzata High School Shared Decisions Agreement

It is a pleasure to have members of the Wayzata High School administration and site council with us this evening to present the proposed Shared Decisions Agreement between Wayzata High School and the Wayzata School Board for the 2009-2011 school years. Mike Trewick, principal, and members of the site council attended the September 28th work session to preview the agreement, answer questions, and accept suggestions.

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

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

Mr. Trewick will introduce members of his team and share highpoints of the Shared Decisions Agreement.

RECOMMENDED ACTION: Approve the Shared Decisions Agreement between Wayzata High School and the Wayzata School Board for 2009-2011 school years and authorize the School Board Chair to sign the document.

Motion by:_____ Yes_____ Passed_____

Second by:_____ No_____ Failed_____

Abstentions_____

Wayzata High School
Site Plan

October 12, 2009

School Board Regular Meeting

A Model of Excellence Among
Learning Communities

Wayzata Public Schools

Wayzata High School

★The percent of all students in grade 10 who earn achievement levels of Meets the Standards or Exceeds the Standards on the Reading MCA-II at Wayzata High School will increase from 90.7 percent in 2009 to 91.7 percent in 2010.

A Model of Excellence Among Learning Communities

Wayzata Public Schools

Wayzata High School

★The percent of all students in grade 11 who earn achievement levels of Meets the Standards or Exceeds the Standards on the Mathematics MCA-II at Wayzata High School will increase from 72.2 percent in 2009 to 73.2 percent in 2010.

A Model of Excellence Among Learning Communities

Wayzata Public Schools

Equity Goal

★80% of the non-white students and/or students receiving free/reduced meals in the year long Integrated Math course will meet or exceed their RIT score growth target as measured by the NWEA MAP math assessment.

PTSO

★Strengthen parental understanding of the curriculum and activities offered at Wayzata High School.

A Model of Excellence Among Learning Communities

Wayzata Public Schools

Other Work

- ★Advisory
- ★NUA
- ★AVID
- ★Year Long Math

A Model of Excellence Among
Learning Communities

Wayzata Public Schools

Add headline

★Add copy

A Model of Excellence Among
Learning Communities

Wayzata Public Schools

SCHOOL IMPROVEMENT PLAN

Wayzata High School
Mike Trewick, Principal

VISION

A model of excellence among learning communities

MISSION

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

DISTRICT DIRECTIONS for 2008-2010

- **Provide a more personalized education for each student.**
- **Eliminate the predictability of student achievement based on race.**
- **Provide opportunities for students to engage in global connections.**
- **Prepare students in skills that they will need to function effectively in the future including creative thinking, diplomacy, problem solving and teamwork.**
- **Enhance the sense of ownership and engagement in the district by all segments of the community.**

Shared Decision Agreement Between Wayzata High School and the Wayzata School Board

This plan was reviewed on: _____

This plan was approved on: _____

Signature of School Board Chair _____

Shared Decisions Agreement Review Team Check List Form

Procedure:
Prior to presentation to the Board, Site Improvement Plans will be reviewed for compliance with statutes, contracts, policies, and administrative regulations.

- The Site Improvement Plan must be completed at least **thirty days** prior to the initial presentation at the Work Session. Electronic copies must be given to Superintendent, Curriculum Director, Finance Director and Director of Human Resources and WEA representative for review, in case changes have to be made prior to being reviewed by the Board of Education.
- Final copies of the Site Improvement Plan are sent electronically to the Office of the Superintendent of Schools.

Review Team Response

Office of the Superintendent

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

_____

Signature and Date

Executive Director of Curriculum and Instruction

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

_____

Signature and Date

Executive Director of Finance

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

_____

Signature and Date

Executive Director of Human Resources

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

_____

Signature and Date

Wayzata Education Association Representative

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

_____

Signature and Date

Site Team Members:

Name	Position
Mike Trewick	Principal
Jim Bollum	Associate Principal
Jeff Ridlehoover	Associate Principal
Tom Kilkelly	Teacher
Mark McIlmoyle	Teacher
Sally Platt	Reading Specialist
Amy Swenson	Teacher/Professional Development
Adam Tillotson	Teacher/Union Representative
Jan Boylston	Parent
Rhonda Brau	Parent
Bob Hill	Parent
Anne Johnson	Parent
Shelly Nelson	Parent/Alternative Compensation Supervisor

Student Achievement Goals
2008-2009

2008-2009 Site Goal: By June of 2009, 98.1% of the seniors from Wayzata High School will have successfully passed the state required exit exams in reading, writing and math.

Goal Achieved: 99.6% of seniors from Wayzata High School successfully passed the required state exit exams in reading, writing, and math.

Student Achievement Goals
2009-2010

2009-2010 Site Goals: The percent of all students in grade 10 who earn achievement levels of Meets the Standards or Exceeds the Standards on the Reading MCA-II at Wayzata High School will increase from 90.7 percent in 2009 to 91.7 percent in 2010.

The percent of all students in grade 11 who earn achievement levels of Meets the Standards or Exceeds the Standards on the Mathematics MCA-II at Wayzata High School will increase from 72.2 percent in 2009 to 73.2 percent in 2010.

2009-2010 Wayzata High School Equity Goal: Eighty percent of the non-white students and/or students receiving free/reduced meals in the year-long Integrated Math course will meet or exceed their RIT score growth target as measured by the NWEA MAP math assessment. Forty-six of the 95 students are non-white and/or receive free/reduced meals.

Summary/Interpretation of Data Analysis:
A goal including both math and reading was established after a discussion and review of data. Noted in the discussion, literacy and proficient reading skills impact learning in all subject areas and should be included in the site goal. The one percent increase was established noting the already high level of achievement, with more than 90 percent of the students tested earning an achievement level of Meets the Standards or Exceeds the Standards.

A mathematics component was included after reviewing the data. Although Wayzata High School was ranked second in comparison to other schools testing 300 or more students per grade level in 2009, based on MCA testing, mathematics achievement is an area of potential growth and therefore included as a component of the site goal. The one percent increase in mathematics was selected, noting that the current class of 11th grade students who will be testing in the spring of 2010 includes 74 more students than the class of 11th grade students tested in the spring of 2009. To reach the math goal of a one percent increase in the percent of students who earn achievement levels of Meets the

Standards of Exceeds the Standards, 63 more students must earn an achievement level of Meets the Standards or Exceeds the Standards.

Based on end-of-year enrollment in spring 2009, reaching this reading goal will result in at least 8 more students earning an achievement level of Meets the Standards or Exceeds the Standards and reaching this math goal will result in at least 63 more students earning an achievement level of Meets the Standards or Exceeds the Standards.

The year-long Integrated Math program is a new program. All of the students in this program took the MAP test this fall and will test again next spring. Forty-six of the 95 students are non-white and/or receive free/reduced meals.

Identify standardized assessment: MCA-II, including MTAS									
☒**Reading** ☐**Mathematics** ☐**Other** **(academic content)**	**Identify assessed grade:10**						**District trend data for all grades**		
	School trend data			**District trend data**					
	06-07	**07-08**	**08-09**	**06-07**	**07-08**	**08-09**	**06-07**	**07-08**	**08-09**
Measure of student achievement: percent proficient	81.4	88.9	90.7				86.2	87.4	88.7
Number of students tested	745	803	845				5343	5354	5502
Number of students enrolled in grades tested	797	813	849				5437	5375	5534

Identify standardized assessment: MCA –II, including MTAS and MTELL									
☐**Reading** ☒**Mathematics** ☐**Other** **(academic content)**	**Identify assessed grade:11**						**District trend data for all grades**		
	School trend data			**District trend data**					
	06-07	**07-08**	**08-09**	**06-07**	**07-08**	**08-09**	**06-07**	**07-08**	**08-09**
Measure of student achievement: percent proficient	56.9	58.2	72.2				79.6	80.3	83.3
Number of students tested	765	744	773				5314	5303	5460
Number of students enrolled in grades tested	834	777	775				5441	5339	5476

Action Plan to Achieve Goals:

- Teachers and Administrators will attend an Assessment conference on October 28-31 focusing on identifying learning targets, writing common assessments, analyzing test data, using test data effectively, and formative assessment.
- Six Building Data Coaches will receive 15 hours of instruction on using our data retrieval system, Just 5 Clicks, and will serve as a resource to their team throughout the year by bringing data to team meetings and facilitating discussions focused on student learning.
- Six Building Data Coaches will receive training on using NWEA MAP scores. These teachers will train classroom teachers on how to effectively use the data at the classroom level.
- Three staff members will attend the National NUA Workshop in Alexandria, Virginia. This information will be shared during professional development days and new teacher workshops.
- Department Chairpersons will participate with Principals in leadership training that focuses on creating high function teams.
- Administration will train two math tutors on how to use the Pearson Minnesota Educators web site to help students practice sample problems geared towards the MCA-II GRAD test.
- NUA literacy training with new teacher advisory.
- Tech integration training (e.g. QuickScan, SmartBoard, Moodle) .
- Provide and attend Academy offerings focusing on literacy, diversity and NUA strategies.
- Ninth Grade Administrator to meet with 9th grade year-long math teachers, counselors, and literacy coach to provide interventions for students struggling in math.
- Math teachers will provide test prep activities during advisory before the MCA test and communications teachers will provide test practice within their curriculum.
- Girls Group and Boys Group meeting monthly, facilitated through the counseling departments to help students set goals, develop positive self images, make healthy choices, and learn how to get into college.
- Two refresher cohorts of teachers in the National Urban Alliance strategies related to vocabulary, comprehension skills, and thinking maps. (30 staff members)
- Train two new cohorts of teachers in the National Urban Alliance strategies related to vocabulary, comprehension skills and thinking maps. (30 staff members)

Building Initiatives

Initiative:
Strengthen parental understanding of the curriculum and activities offered at Wayzata High School.

Strategies/Activities:
*Offer grade-specific learning sessions each fall.
*Schedule quarterly meetings addressing timely topics affecting students.
*Maintain regular communications with parents through emails/eblasts.
*Be responsive to parental concerns/questions and offer programming to meet these needs.

Status
Date Completed:
September 21, 2009
September 29, 2009
October 5, 2009
December 7, 2009
X-Ongoing

Person/Group Responsible:
PTSO Board

Teaching Staff

Allen, Brent - Phy Ed
Anderson, Bootsie - Soc
Anderson, Brad - Peer Coach
Anderson, Mary - Lang
Anderson, Mike - Soc
Barnett, Lee - Math
Basten, Tania - Math
Berg, Carrie - Lang
Berndt, Aaron - Soc
Beutz, Kari - Com
Brattain, Dave - ALC
Braun, Barry - Art
Braun, Cathy - Sp Ed
Bruce, Molley - Peer Coach
Cade, Lori - Math
Campbell, Amy - Sci
Campbell-Klett, Lauren - Sci
Christenson, Erik - Sci
Christianson, Kim - Sp Ed
Chvojicek, David - Bus Ed
Cipra, Michael - Math
Cornwell, Michelle - Bus Ed
Craven, Amanda - Soc
Critzer, Scott - Peer Coach
Crook, Adrienne - Sp Ed
Dahl, Jeff - Music
Davis, Carl - Phy Ed
Decker, Meaghan - Com
Dittrich, Diane - Lang
Doege-Mallea, Mary - Lang
Doering, David - Com
Downing, Ross - Com
Doyle, Mike - Phy Ed
Droegemueller, Dave - Math
Dunnigan, Dale - Com
Duwenhoegger, Dawn - Art
Ellingson, Joel - Sci
Elmhirst, Dave - Music
Emmans, Dave - Phy Ed
Erickson, Jennifer - Sp Ed
Fabian, Mark - Sci
Ferry, Mark - Com
Finck, Seth - Sci
Fischer, Josh - ETD
Foss, Karin - Sci
Fuller, Peter - Sci
Fusco, Cory - Math
Gagstetter, Jeff - Phy Ed
Gharrity, Mike - Sp Ed
Gildea, Crystal - Soc
Gitch, Mark - Music
Goodrich, Dan - Soc
Gorgos, Tina - Math
Grack, Jodi - Sci
Granlund, Katherine - Math
Guerin, Jay - Soc
Haerle, Sarah - Sci
Hagen, Clarice - Sci
Hanafi-Alamdari, Mahshid - Math
Hanily-Dolan, Nancy - Art
Hanley, Darcy - FACS
Hansen (Miles) Elizabeth - Soc
Harloff, Ben - Music
Hayes, Shlynn - Sp Ed
Heeg, Sara - Bus Ed
Hegland, Amber - Phy Ed
Heiland, Renee - Sp Ed
Herrscher, Eric - Sci
Hibbs, Karen - Sci
Holland, Nate - Math
Holmberg, Brett - Sp Ed
Honmyhr, Alyssa - Sp Ed
Honza, Jonathan - Soc
Hooton, Anne - Soc
Howe, Michelle - Sp Ed
Hummel, Kristen - Math
Icopini, Nancy - Phy Ed
Iverson, Sue - Math
Jacobsen, Karl - Lang
Jacobsen (Arendt), Kiersten - Sp Ed
Jakucki, Allison - Lang
Janssen, Barb Melbye - Lang
Jasper, Lea Anne - Art
Jockisch, Nicole - Math
Johnson, Barb - Com
Johnson, Kevin - Soc
Johnson, Michelle - Math
Johnson, Ross - ALC
Johnson, Ryan - Phy Ed
Johnston, Mark - Com
Jones, Kris - Phy Ed
Junker, Andre - Soc
Kilkelly, Thomas - Math
Knutson, Andrea - Com
Kochaver, Betty - Math
Kottke, Kathryn - Com
Kude, Tika - Bus Ed
Kuendig, Bill - ALC
Laden, Amanda - Sci
Lagerquist, Sarah - Sci
Lahr, Billy - ALC
Lamphere, Jeff - Phy Ed
Lange, Tim - Math
Larson, Becky - Health
Larson, Stacy - Math
Ledman, Candice - ALC
Lee, Candy - Bus Ed
Lejonvarn, Miriam - FACS
Leland, Toni - Sci
Lemtouni, Fatima - Lang
Lidsky, Amy - Art
Lindahl, Chris - Math
Lombardi, Matt - Math
Ludvigson, Mark - Math
Magallanes, Christine - Lang
Mashadi, Eram - ELL
Mattioli, Valerie - Sp Ed
McCarthy, Ken - Sci
McIlmoyle, Jennifer - Com
McIlmoyle, Mark - Soc
McIntyre, Elyssa - Soc
McNiel, Matthew - FACS
Merlis, Abby - Art
Meyer, Becky - Sp Ed
Miller, David - Bus Ed
Minnick, Gretchen - Sci
Motes, David - Com
Mundahl, Stephanie - ALC
Murphy, Colleen - Com
Nagel, James - Lang
Nelson, Jerrod - Com
Nelson, Leanna - Soc
Newman, Susie - Sci
Nickel, Karen - Lang
Olson, Anna - FACS
Olson, Brad - Soc
Olson, Keely - Com
O'Neill, Erin - Soc
O'Neill, Melissa - Music
Parra Staves, José - Lang
Parra Staves, Lisa - Lang
Peter, Erin - Sp Ed
Peterson, Angela - Math
Peterson, Kelly - Sp Ed
Peterson, Tyler - Sp Ed
Pfeffer, Kristin - Lang
Platt, Sally - Lit. Coach
Poeschl, John - Bus Ed
Popp, Mark - Com
Prickett, Jeremy - Math
Prody, Glenda - Sp Ed
Prondzinski, Jeff - Soc
Rock, Jim - Sci
Rosenboom, Nancy - Peer Coach
Rudell Beach, Sarah - Soc
Sarff, Gail - Com
Schmit, Peter - Soc
Schumacher, Mike - Com
Scott, Michael - Com
Sehlin-Goneau, Brenda - Sp Ed
Serrano, Caitlin - Soc
Sheldon, Mercedes - Com
Shepard, Tyler - Bus Ed
Sherwin, Carol - Sp Ed
Showalter-Hanson, Renee - Sp Ed
Siddiqui, Fauzia - ELL
Simmelink, John - Soc
Skerbitz, William - Math
Sonderup, Mark - Sci
Stoll, Jill - Art
Swenson, Amy - Soc
Swiggum, Leslie - Sci
Telford, Gabrielle - Lang

Thompson, Doug - Sci
Tibesar, Nick - Soc
Tillotson, Adam - Soc
Tolle, Colleen - Com
Topic, Mary - Sp Ed
Tordeur, Scott - ETD
Traurig, Dave - Bus Ed
Tritch, Mia - Phy Ed
Tuura, Larry - Lang
Van Horn, Robyn - Com
Vernes, Ashley - Com
Vieth, Bill - Com
Vlach, Monica - Lang
Vollendorf, Amy - Sp Ed
Waite, Bill - ETD
Ward, Phil - Phy Ed
Watkins, Jeff - Com
Wendell, Jeanne - Sp Ed
Whitworth, Jenniffer - ALC
Williams, Chip - Music
Wilson, Bruce - Math
Wojtanowski, Scott - Bus Ed
Wyffels, Curt - Math
Wyffels, Rebecca - Music
Zhang, Sheen Heng - Lang
Zimmerman, Jean - ETD

Staff Demographics

Experience Profile of Staff (Percent of Licensed Staff by Years of Teaching Experience)				Education Profile of Staff (Percent of Licensed Staff by education/training)		
1-3	**4-10**	**11-20**	**20+**	**BA**	**Masters**	**Doctorate**
11%	47%	30%	12%	16%	47%	0%

Student Demographics

Student Population by Grade

	2007-2008		2006-2007		2005-2006	
Grade	# of Males	# of Females	# of Males	# of Females	# of Males	# of Females
9	427	413	403	389	395	383
10	407	392	398	392	391	381
11	400	380	403	381	372	416
12	388	378	387	408	386	349
Total	1,622	1,563	1,591	1,570	1,544	1,529

Ethnic Distribution

Ethnicity	2007-2008	2006-2007	2005-2006
Native American	14	17	12
Asian/Pacific Islander	218	198	171
Hispanic/Latino	60	59	48
Black	211	217	193
White	2,682	2,670	2,649

Percent of Students on Free/Reduced Lunch

	2007-2008	2006-2007	2005-2006
Free	7%	7%	6%
Reduced Price	3%	2%	2%

Student Mobility

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

2007-2008	2006-2007	2005-2006
N/A	8.13%	8.5%

Average Daily Attendance

2007-2008	2006-2007	2005-2006
N/A	95.7	95.2

Minnesota Comprehensive Assessments (MCA-II)

Percent of Students Proficient on the MCA-II Reading and Math
Includes Math Test for English Language Learners (MTELL) and
Minnesota Test of Academic Skills (MTAS)

All Students	Grade 10 Reading	Grade 11 Math	High School Science
2007	81%	57%	N/A
2008	89%	58%	64%
2009	91%	72%	74%

Native American	Grade 10 Reading	Grade 11 Math	High School Science
2007	60%	50%	N/A
2008	60%	33%	25%
2009	33%	40%	0%

Asian	Grade 10 Reading	Grade 11 Math	High School Science
2007	81%	78%	N/A
2008	97%	76%	81%
2009	91%	92%	82%

Hispanic	Grade 10 Reading	Grade 11 Math	High School Science
2007	54%	42%	N/A
2008	59%	25%	38%
2009	55%	59%	40%

Black	Grade 10 Reading	Grade 11 Math	High School Science
2007	40%	19%	N/A
2008	52%	13%	10%
2009	59%	25%	22%

White	Grade 10 Reading	Grade 11 Math	High School Science
2007	86%	59%	N/A
2008	93%	62%	68%
2009	94%	75%	77%

ACT Composite Scores

	Wayzata Average	% of Students Participating	National Average	Minnesota Average
2007	25.0	83%	21.2	22.5
2008	25.0	84%	21.1	22.6
2009	25.1	88%	21.1	22.7

SAT: Average Critical Reading, Math and Writing Scores

	Wayz. Avg. Math	Wayz. Avg. Read	Wayz. Write	% of Students Taking SAT	MN Avg. Math	MN Avg. Read	MN Avg. Write	US Avg. Math	US Avg. Read	US Avg. Write
2007	629	609	600	27%	603	596	577	515	502	494
2008	625	611	603	21%	609	596	579	515	502	494
2009	642	610	605	19%	609	595	578	515	501	493

Thanks to all of the staff and students at Wayzata High School for their hard work.

Thanks to Office of Assessment, Pat Harris, Shelly Nelson and Jodi Dilley for gathering the data and compiling the report.

Thanks to Jane Sigford for providing guidance and input throughout the planning process.

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: C. Finance and Business Services

COMMENTS BY: Mr. Westrum

1. Monthly Financial Reports

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

- Student Activity Fund Report of August 31, 2009.

The Monthly Financial Report details fund and budget status data as of June 30, 2009 will be reported once the June 30, 2009 audit is complete.

No School Board action is required.

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : MISCELLANEOUS

Fund	Type	Org	Prg	Crs	Fin	Obj/Src	Account Name	Balance as Of 06/30/09	FY'2009/10 Revenue	FY'2009/10 Expend	Balance as Of 08/31/09
21	E/R	018	000	000	000	899/099	AD BUILDING	463.96		50.00	413.96
21	R	018	000	000	000	092	INTEREST/BANK CHARGES	27.77	1,118.73		1,146.50
	TOTAL MISCELLANEOUS							**491.73**	**1,118.73**	**50.00**	**1,560.46**

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : WAZATA HIGH SCHOOL

Fund	Type	Org	Prg	Crs	Fin	Obj/Src	Account Name	Balance as Of 06/30/09	FY'2009/10 Revenue	FY'2009/10 Expend	Balance as Of 08/31/09
21	E/R	251	280	001	000	899/099	DRAMA/WAYZATA PLAYERS	3,051.37		2,845.00	206.37
21	E/R	251	280	003	000	899/099	WAYAKO	13,619.47		8,776.39	4,843.08
21	E/R	251	280	005	000	899/099	CERAMICS	284.42			284.42
21	E/R	251	280	007	000	899/099	CHEERLEADERS	947.06		262.00	685.06
21	E/R	251	280	008	000	899/099	CHOIR	8,323.56			8,323.56
21	E/R	251	280	009	000	899/099	DANCELINE	11,542.62		3,823.13	7,719.49
21	E/R	251	280	012	000	899/099	HS-CLASS OF 2010			(52.14)	52.14
21	E/R	251	280	016	000	899/099	ACTIVITY SUPPORT	58,559.44	1,010.67	1,084.78	58,485.33
21	E/R	251	280	017	000	899/099	DECA	26,019.43			26,019.43
21	E/R	251	280	018	000	899/099	HS-FENCING				-
21	E/R	251	280	019	000	899/099	FRENCH	544.08			544.08
21	E/R	251	280	020	000	899/099	GERMAN	(269.80)	674.30	251.80	152.70
21	E/R	251	280	021	000	899/099	LETTERMAN	57,052.18	540.00	16,565.62	41,026.56
21	E/R	251	280	022	000	899/099	FINE ARTS	6,007.77	38,256.89	45,000.00	(735.34)
21	E/R	251	280	023	000	899/099	LOCK DEPOSIT	21,902.63			21,902.63
21	E/R	251	280	024	000	899/099	BAND	33,769.73		17,115.65	16,654.08
21	E/R	251	280	025	000	899/099	SMOKING FINES	483.07			483.07
21	E/R	251	280	026	000	899/099	NATIONAL HONOR	7,998.61		81.00	7,917.61
21	E/R	251	280	027	000	899/099	STUDENT SERVICES	9,739.58			9,739.58
21	E/R	251	280	028	000	899/099	ORCHESTRA	10,309.13		6,830.73	3,478.40
21	E/R	251	280	030	000	899/099	STUDENT COUNCIL	3,041.60	7.41	1,269.81	1,779.20
21	E/R	251	280	031	000	899/099	SPANISH	2,727.02		421.60	2,305.42
21	E/R	251	280	035	000	899/099	MUSICAL	4,269.75		0.00	4,269.75
21	E/R	251	280	037	000	899/099	RARE	2,490.47			2,490.47
21	E/R	251	280	038	000	899/099	SCHOLARSHIPS	4,570.47			4,570.47
21	E/R	251	280	039	000	899/099	THEATRE ARTS	8,246.50		57.81	8,188.69
21	E/R	251	280	040	000	899/099	BUSINESS PROFESS(BPA)	14,285.23	130.00	115.30	14,299.93
21	E/R	251	280	042	000	899/099	SKILLS USA	5,134.65		95.25	5,039.40
21	E/R	251	280	043	000	899/099	ART CLUB	548.20			548.20
21	E/R	251	280	044	000	899/099	LINK 4	15,354.48		2,028.50	13,325.98
21	E/R	251	280	045	000	899/099	BPA/DECA				-
21	E/R	251	280	047	000	899/099	HIGH MILEAGE TEAM	156.70			156.70
21	E/R	251	280	048	000	899/099	Y.E.S.	3,575.79			3,575.79
21	E/R	251	280	049	000	899/099	CREATIVE WRITING	253.90			253.90
21	E/R	251	280	050	000	899/099	DECA - SPIRITWARE	17,709.76		6,557.49	11,152.27
21	E/R	251	280	051	000	899/099	V21 - ACTIVITY SUPPORT	6,950.63		384.50	6,566.13
21	E/R	251	280	052	000	899/099	ROBOTICS TEAM	3,299.70			3,299.70
21	E/R	251	280	053	000	899/099	SHOW STOPPERS	1,090.02			1,090.02
21	E/R	251	280	054	000	899/099	FASHION CLUB				-
21	E/R	251	280	055	000	899/099	CHINESE CLUB	476.41			476.41
21	E/R	251	280	056	000	899/099	LAKER'S BKST NOOK	705.46		200.00	505.46
21	E/R	251	280	057	000	899/099	FESTIVAL OF NATIONS				
	TOTAL WAZATA HIGH SCHOOL							**364,771.09**	**40,619.27**	**113,714.22**	**291,676.14**

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : WAZATA HIGH SCHOOL ATHLETICS

Fund	Type	Org	Prg	Crs	Fin	Obj/Src	Account Name	Balance as Of 06/30/09	FY'2009/10 Revenue	FY'2009/10 Expend	Balance as Of 08/31/09
21	E/R	251	280	070	000	899/099	BASEBALL	(3,008.02)		862.67	(3,870.69)
21	E/R	251	280	071	000	899/099	BASKETBALL - BOYS	5,707.61		(12.99)	5,720.60
21	E/R	251	280	072	000	899/099	BASKETBALL - GIRLS	(1,546.99)		(1,352.79)	(194.20)
21	E/R	251	280	073	000	899/099	CROSS COUNTRY - BOYS	2,812.09		594.64	2,217.45
21	E/R	251	280	074	000	899/099	CROSS COUNTRY - GIRLS	5,238.86			5,238.86
21	E/R	251	280	075	000	899/099	FOOTBALL	46,479.46		9,337.13	37,142.33
21	E/R	251	280	076	000	899/099	GYMNASTICS	1,469.65		500.00	969.65
21	E/R	251	280	077	000	899/099	GOLF - BOYS	2,406.29		106.25	2,300.04
21	E/R	251	280	078	000	899/099	GOLF - GIRLS	1,689.83			1,689.83
21	E/R	251	280	079	000	899/099	HOCKEY - BOYS	2,824.91			2,824.91
21	E/R	251	280	080	000	899/099	HOCKEY - GIRLS	9,304.52			9,304.52
21	E/R	251	280	081	000	899/099	SKIING - ALPINE	3,249.28			3,249.28
21	E/R	251	280	082	000	899/099	SKIING - NORDIC	4,141.69			4,141.69
21	E/R	251	280	083	000	899/099	SOFTBALL	2,438.65			2,438.65
21	E/R	251	280	084	000	899/099	SWIMMING/DIVING - BOYS	6,718.18		(333.63)	7,051.81
21	E/R	251	280	085	000	899/099	SWIMMING/DIVING - GIRLS	9,529.45		333.63	9,195.82
21	E/R	251	280	086	000	899/099	SOCCER - BOYS	2,034.17		1,263.30	770.87
21	E/R	251	280	087	000	899/099	SOCCER - GIRLS	3,688.78		1,160.70	2,528.08
21	E/R	251	280	088	000	899/099	SYNCHRONIZED SWIMMING	6,689.82		250.00	6,439.82
21	E/R	251	280	089	000	899/099	TENNIS - BOYS	4,346.00		3.00	4,343.00
21	E/R	251	280	090	000	899/099	TENNIS - GIRLS	1,740.85		2,104.92	(364.07)
21	E/R	251	280	091	000	899/099	TRACK/FIELD - BOYS	4,337.87		73.50	4,264.37
21	E/R	251	280	092	000	899/099	TRACK/FIELD - GIRLS	1,076.37		31.50	1,044.87
21	E/R	251	280	093	000	899/099	VOLLEYBALL	1,200.08			1,200.08
21	E/R	251	280	094	000	899/099	WRESTLING	2,031.24			2,031.24
21	E/R	251	280	095	000	899/099	ADAPTIVE ATHLETICS	2,206.08			2,206.08
21	E/R	251	280	096	000	899/099	BOYS LACROSSE	4,637.86		4,171.87	465.99
21	E/R	251	280	097	000	899/099	GIRLS LACROSSE	2,302.31			2,302.31
TOTAL HIGH SCHOOL ATHLETICS								**135,746.89**	**-**	**19,093.70**	**116,653.19**

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : CENTRAL MIDDLE SCHOOL

Fund	*Type*	*Org*	*Prg*	*Crs*	*Fin*	*Obj/Src*	*Account Name*	**Balance as Of** *06/30/09*	**FY'2009/10 Revenue**	**FY'2009/10 Expend**	**Balance as Of** *08/31/09*
21	E/R	253	280	152	000	899/099	MUSICAL	21,733.02		9,178.84	12,554.18
21	E/R	253	280	155	000	899/099	VALLEYFAIR	2,898.99	110.00		3,008.99
21	E/R	253	280	156	000	899/099	STUDENT COUNCIL	1,173.51			1,173.51
21	E/R	253	280	157	000	899/099	BAND	433.89	325.00	128.69	630.20
21	E/R	253	280	158	000	899/099	CHOIR				-
21	E/R	253	280	161	000	899/099	YEARBOOKS	8,621.21		2,571.09	6,050.12
21	E/R	253	280	165	000	899/099	STUDENT SERVICES	15,443.79	48.50	2,099.50	13,392.79
21	E/R	253	280	167	000	899/099	MINI COURSES	2,813.20			2,813.20
	TOTAL CENTRAL MIDDLE SCHOOL							**53,117.61**	**483.50**	**13,978.12**	**39,622.99**

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : WEST MIDDLE SCHOOL

Fund	*Type*	*Org*	*Prg*	*Crs*	*Fin*	*Obj/Src*	*Account Name*	**Balance as Of** *06/30/09*	**FY'2009/10 Revenue**	**FY'2009/10 Expend**	**Balance as Of** *08/31/09*
21	E/R	351	280	201	000	899/099	BAND	2,365.19		3,208.44	(843.25)
21	E/R	351	280	202	000	899/099	CHOIR	1,757.09			1,757.09
21	E/R	351	280	203	000	899/099	STUDENT SERVICES	6,521.20		95.58	6,425.62
21	E/R	351	280	209	000	899/099	STUDENT COUNCIL	1,033.67			1,033.67
21	E/R	351	280	212	000	899/099	YEARBOOK	4,674.48		4,536.17	138.31
21	E/R	351	280	213	000	899/099	THEATER	17,670.81		1,719.97	15,950.84
21	E/R	351	280	214	000	899/099	BOYS NIGHT OUT	1,066.22			1,066.22
21	E/R	351	280	215	000	899/099	DAY ONE	688.25			688.25
	TOTAL WEST MIDDLE SCHOOL							**35,776.91**	**-**	**9,560.16**	**26,216.75**

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : EAST MIDDLE SCHOOL

Fund	*Type*	*Org*	*Prg*	*Crs*	*Fin*	*Obj/Src*	*Account Name*	**Balance as Of** *06/30/09*	**FY'2009/10 Revenue**	**FY'2009/10 Expend**	**Balance as Of** *08/31/09*
21	E/R	352	280	100	000	899/099	STUDENT SERVICES	7,806.61	(50.00)	1,727.40	6,029.21
21	E/R	352	280	102	000	899/099	LOCKERS	318.32		318.12	0.20
21	E/R	352	280	104	000	899/099	BAND	1,071.13		167.24	903.89
21	E/R	352	280	105	000	899/099	STUDENT COUNCIL	875.91		0.00	875.91
21	E/R	352	280	107	000	899/099	VARIETY FUND	5,771.51		262.50	5,509.01
	TOTAL EAST MIDDLE SCHOOL							**15,843.48**	**(50.00)**	**2,475.26**	**13,318.22**

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : BIRCHVIEW

Fund	Type	Org	Prg	Crs	Fin	Obj/Src	Account Name	Balance as Of 06/30/09	FY'2009/10 Revenue	FY'2009/10 Expend	Balance as Of 08/31/09
21	E/R	404	280	251	000	899/099	STUDENT SERV - K	649.13			649.13
21	E/R	404	280	253	000	899/099	STUDENT SERV - GR 1	142.95	90.00		232.95
21	E/R	404	280	254	000	899/099	STUDENT SERV - GR 2	253.61			253.61
21	E/R	404	280	255	000	899/099	STUDENT SERV - GR 3	83.01	120.00		203.01
21	E/R	404	280	256	000	899/099	STUDENT SERV - GR 4	230.98	230.00		460.98
21	E/R	404	280	257	000	899/099	STUDENT SERV - GR 5	1,103.44			1,103.44
21	E/R	404	280	259	000	899/099	STUDENT COUNCIL	1,570.12			1,570.12
21	E/R	404	280	260	000	899/099	STUDENT SERV - GENERAL	875.93		322.00	553.93
21	E/R	404	280	261	000	899/099	MEDIA	882.43	(20.00)		862.43
TOTAL BIRCHVIEW								**5,791.60**	**420.00**	**322.00**	**5,889.60**

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : GREENWOOD

Fund	*Type*	*Org*	*Prg*	*Crs*	*Fin*	*Obj/Src*	*Account Name*	**Balance as Of** *06/30/09*	**FY'2009/10 Revenue**	**FY'2009/10 Expend**	**Balance as Of** *08/31/09*
21	E/R	406	280	307	000	899/099	KINDERGARTEN	546.18			546.18
21	E/R	406	280	311	000	899/099	MEDIA	376.69			376.69
21	E/R	406	280	312	000	899/099	STUDENT SERVICES	4,052.90			4,052.90
	TOTAL GREENWOOD							**4,975.77**	**-**	**-**	**4,975.77**

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : OAKWOOD

Fund	Type	Org	Prg	Crs	Fin	Obj/Src	Account Name	Balance as Of 06/30/09	FY'2009/10 Revenue	FY'2009/10 Expend	Balance as Of 08/31/09
21	E/R	407	280	469	000	899/099	STUDENT COUNCIL	668.62			668.62
21	E/R	407	280	474	000	899/099	STUDENT SERV - GENERAL	6,414.39			6,414.39
21	E/R	407	280	476	000	899/099	CHESS CLUB	630.46			630.46
	Total Oakwood Elementary							**7,713.47**	**-**	**-**	**7,713.47**

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : SUNSET HILL

Fund	Type	Org	Prg	Crs	Fin	Obj/Src	Account Name	Balance as Of 06/30/09	FY'2009/10 Revenue	FY'2009/10 Expend	Balance as Of 08/31/09
21	E/R	408	280	572	000	899/099	STUDENT SERVICES	7,741.40		1,690.18	6,051.22
21	E/R	408	280	573	000	899/099	STUDENT COUNCIL				-
21	E/R	408	280	574	000	899/099	PENCIL MACHINE/STORE	1,564.87			1,564.87
TOTAL SUNSET HILL								**9,306.27**	**-**	**1,690.18**	**7,616.09**

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : PLYMOUTH CREEK

Fund	Type	Org	Prg	Crs	Fin	Obj/Src	Account Name	Balance as Of 06/30/09	FY'2009/10 Revenue	FY'2009/10 Expend	Balance as Of 08/31/09
21	E/R	410	280	533	000	899/099	STUDENT SERVICES	21,101.49			21,101.49
	TOTAL PLYMOUTH CREEK							**21,101.49**	**-**	**-**	**21,101.49**

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : GLEASON LAKE

Fund	*Type*	*Org*	*Prg*	*Crs*	*Fin*	*Obj/Src*	*Account Name*	**Balance as Of** *06/30/09*	**FY'2009/10** **Revenue**	**FY'2009/10** **Expend**	**Balance as Of** *08/31/09*
21	E/R	411	280	352	000	899/099	STUDENT SERVICES	4,963.26			4,963.26
21	E/R	411	280	354	000	899/099	STUDENT COUNCIL	879.58			879.58
21	E/R	411	280	358	000	899/099	MEDIA				-
	TOTAL GLEASON LAKE							**5,842.84**	**-**	**-**	**5,842.84**

Wayzata Public Schools

Student Activity Fund Summary

August 31, 2009

PROGRAM/LOCATION : KIMBERLY LANE

Fund	Type	Org	Prg	Crs	Fin	Obj/Src	Account Name	Balance as Of 06/30/09	FY'2009/10 Revenue	FY'2009/10 Expend	Balance as Of 08/31/09
21	E/R	412	280	401	000	899/099	STUDENT COUNCIL	2,622.42			2,622.42
21	E/R	412	280	403	000	899/099	GJESTVANG	342.71		13.42	329.29
21	E/R	412	280	404	000	899/099	CARLSON	291.70		13.42	278.28
21	E/R	412	280	405	000	899/099	SPRAQUE	259.87		13.42	246.45
21	E/R	412	280	410	000	899/099	STUDENT SERV - GR 1				-
21	E/R	412	280	414	000	899/099	STUDENT SERV - GR 2				-
21	E/R	412	280	417	000	899/099	MARVIN	108.25			108.25
21	E/R	412	280	419	000	899/099	STUDENT SERV - GR 4				-
21	E/R	412	280	424	000	899/099	STUDENT SERV - GR 5	1,095.87			1,095.87
21	E/R	412	280	430	000	899/099	MEDIA	518.04			518.04
21	E/R	412	280	431	000	899/099	STUDENT SERVICES	14,677.36		9,000.00	5,677.36
	TOTAL KIMBERLY LANE							**19,916.22**	**-**	**9,040.26**	**10,875.96**

Wayzata Public Schools											
Student Activity Fund Summary											
August 31, 2009											
		GRAND TOTAL						**680,395.37**	**42,591.50**	**169,923.90**	**553,062.97**

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 6. SUPERINTENDENT'S REPORTS AND RECOMMENDATIONS

ITEM: D. Human Resource Services

COMMENTS BY: Ms. Doughty

There were no items for this section.

Agenda Item 7

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 7. OTHER BOARD ACTION

ITEM:

COMMENTS BY: Board Chair Moroz

There were no items for this section.

Agenda Item 8

WAYZATA PUBLIC SCHOOLS
Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 8. AUDIENCE OPPORTUNITY TO ADDRESS SCHOOL BOARD

ITEM:

COMMENTS BY: Board Chair Moroz

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

Agenda Item 9-A

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 9. BOARD REPORTS

ITEM: A. Superintendent Evaluation/Compensation Committee

COMMENTS BY: Board Chair Moroz

The School Board completed the evaluation of Superintendent Anderson at a Special Work Session on September 21. John Moroz, Chair of the Superintendent Evaluation/Compensation Committee, will provide an oral report on the 2008-2009 Superintendent Performance Review.

Agenda Item 9-B

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: 9. BOARD REPORTS

ITEM: B. District 287 Summary

COMMENTS BY: Board Chair Moroz

Carter Peterson, District 287 Board Representative, will give a brief report on District 287 activities.

Agenda Item 10, 11

WAYZATA PUBLIC SCHOOLS

Independent School District 284
Wayzata, Minnesota

BOARD OF EDUCATION

Regular Meeting – October 12, 2009

AGENDA SECTION: _____

ITEM: _____

COMMENTS BY: **Board Chair Moroz**

10. New Business

This section of the agenda provides an opportunity for Board members and/or the Superintendent to bring up any items of new business.

11. Adjourn

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

Motion by:_____ Yes_____ Passed_____

Second by:_____ No_____ Failed_____

Abstentions_____