

## SUPERINTENDENT'S REPORT AND AGENDA

Regular Meeting of the Board of Education  
Independent School District No. 280, Richfield, Minnesota

Richfield Public Schools *inspires* and *empowers* each individual to learn, grow and *excel*

**Monday, November 22, 2021**  
**7:00 p.m. School Board Meeting**

- I. CALL TO ORDER
- II. REVIEW AND APPROVAL OF THE AGENDA
- III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS
  - A. Public Comment
  - B. Superintendent Update
    - 1. November Update
  - C. Commendation
- IV. CONSENT AGENDA
  - A. Routine Matters
    - 1. Minutes of the regular meeting held November 8, 2021
    - 2. General Disbursements as of 11/11/21 in the amount of \$573,164.31
    - 3. Year-to-Date Finance Report
  - B. Personnel Items
- V. OLD BUSINESS
  - A. Policy 708 – Collection of Unpaid Obligations & Administrative Guideline 708.1
  - B. Policy 706 – Acceptance of Gifts
- VI. NEW BUSINESS
  - A. Amendment #2 to Communications Site Lease
  - B. Sheridan Hills Change Orders #28 & #29
  - C. Sheridan Hills Abatement Change Order #1

D. RMS Change Orders #26 & #27

E. Central Change Order #10

F. Bid Authorization for Maintenance Building Remodel

## VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Future Meeting Dates

|            |           |  |
|------------|-----------|--|
| 12-6-2021  | 7:00 p.m. | Regular Board Meeting with Truth-in-Taxation |
| 12-20-2021 | 7:00 p.m. | Regular Board Meeting - Public Comment       |

D. Suggested/Future Agenda Items

## VIII. ADJOURN REGULAR MEETING

**INFORMATION AND PROPOSALS –  
NON-ACTION ITEMS**

**Agenda Item III.B.**

**Board of Education**  
Independent School District 280  
Richfield, Minnesota

**Regular Meeting, November 22, 2021**

**Subject: Superintendent Update**

Assistant Superintendent Dr. Latanya Daniels provides an update on current happenings in the District.

**Attached:**  
November Update

*Enriching and accelerating learning*



## **November Update**

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Dr. Latanya Daniels

11/22/21

*Enriqueciendo y acelerando el aprendizaje*

By the end of the November Update, the RPS School Board will:

- Receive a status update on the pandemic in our community and school district;
- Learn how we are continuing to center the learning of our students, faculty and staff during the pandemic;
- Learn how we are continuing to engage our stakeholder groups; and
- Celebrate some of our students' accomplishments thus far.



- Case rates (7 day total new cases per 100k population)
  - Hennepin County: 435
  - Richfield: 374
- RPS confirmed cases: 35 in the last 14 days
- Vaccination rates for Richfield (at least one dose)
  - Ages 5-11: 12%
  - Ages 12-15: 51%
  - Ages 16-17: 67%
  - Ages 18-49: 84%

# Vaccination Clinics & Requirements

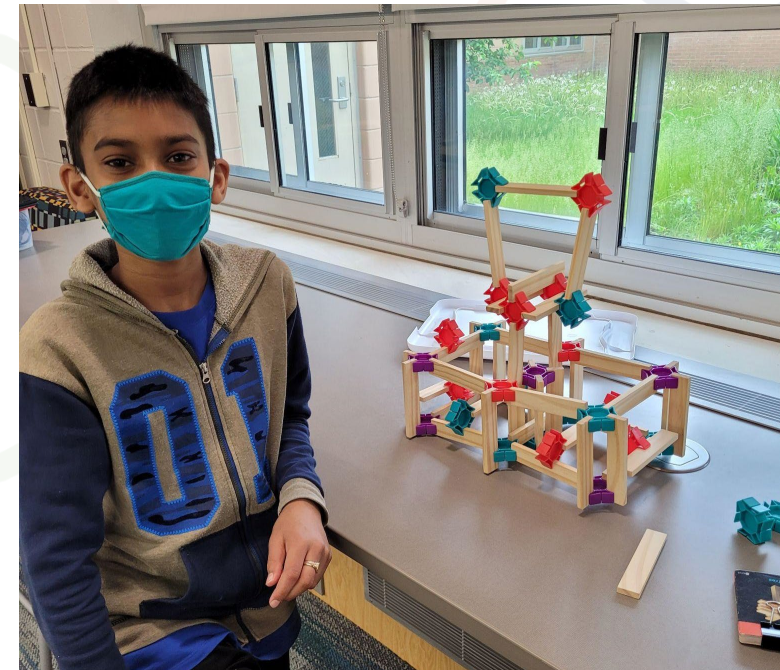


**RICHFIELD**  
PUBLIC SCHOOLS

- RPS Vaccine Clinics for Children Ages 5-11
  - First Dose Clinics Completed (**509 children vaccinated!**):
    - Friday, Nov. 12 from 3:30 - 8:30 p.m. at Sheridan Hills
    - Saturday, Nov. 13 from 9 a.m. - 4 p.m. at STEM
  - Second Dose Clinics Coming Up:
    - Friday, Dec. 3 from 3:30 - 8:30 p.m. at Sheridan Hills
    - Saturday, Dec. 4 from 9 a.m. - 4 p.m. at STEM
  - Must be available for first and second doses & accompanied by parent/guardian
- RPS is reviewing OSHA vaccine expectations for employers - currently blocked by a federal appeals court
  - If approved by the courts, RPS will follow OSHA expectations, which currently include:
    - Staff will be asked to provide proof of vaccination or weekly negative COVID-19 tests
    - Data collection of staff vaccination status
    - Possible completion of a Board Policy related to staff vaccinations

# Instructional Practices

- Learning Walks: Classroom visits by district-level leaders, principals and instructional coaches for the purpose of observing our classroom practices
- Data Dialogues: Review of current data on student engagement and performance with cycle of planning and implementing strategies for improvement







Professional Development Day  
was Monday, November 1,  
2021

- Social-Emotional Learning (SEL)
- Instruction
- Equity
  - In-Person
  - Virtual
  - On-Demand

# Community Involvement



- Advisory councils and committees are in full swing
  - Many are back to meeting in person, and others have found that virtual meetings are still the most convenient way to meet
- Richfield Latino Family Association (RLFA) and Safe & Supportive Schools meeting regularly
- Community Education winter catalog expected to arrive at Richfield homes in early December



# Celebrations

- Four RPS soccer players nominated for all state team
- RHS Fall Play - Brainstorm: A Play About the Teenage Brain
- Several RPS swim & dive team members qualified to participate in section finals



# Coming Up



**RICHFIELD**  
PUBLIC SCHOOLS

- No School: 11/24-11/26
- RHS Conferences, 12/2 from 4 - 8 p.m.
- Kindergarten Kickoff & Preschool Preview, 12/18 from 9 - noon
- January Open Houses at each elementary school/preschool site
  - Centennial, 1/18 from 5:30 - 7:30 p.m.
  - Sheridan Hills, 1/19 from 5:30 - 7 p.m.
  - RDLS, 1/20 from 5:30 - 7:30 p.m.
  - Central Ed. Center, 1/25 from 4:30 - 6 p.m.
  - R-STEM, 1/27 from 5:30 - 7:30 p.m.





*Enriching and accelerating learning*



**RICHFIELD**  
**PUBLIC SCHOOLS**

**Questions/Comments**

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*Enriqueciendo y acelerando el aprendizaje*

**INFORMATION AND PROPOSALS –  
NON-ACTION ITEMS**

**Agenda Item III.C.**

**Board of Education**  
Independent School District 280  
Richfield, Minnesota

**Regular Meeting, November 22, 2021**

**Subject: Commendation**

Richfield Public Schools would like to commend staff member Nancy Berres for going above and beyond to support all the elementary school offices in addition to her many responsibilities at the District Office.

The Administrative & Management Support Professionals bargaining unit has recently created an internal trophy that they award biannually to one of their members for supporting and helping others. Nancy Berres was the first winner of this “Yoda Best” trophy. The other staff members who nominated Nancy wrote:

“She is helpful every time I call.”

“She goes above and beyond.”

“She offers support to me whenever I ask.”

“She never makes me feel like my questions are dumb.”

Congratulations, Nancy!

| FUND | CHECK  | DATE       | VENDOR                              | TYPE | AMOUNT     |
|------|--------|------------|-------------------------------------|------|------------|
| 01   | 302589 | 10/14/2021 | ANDERSON BRENDA                     | R    | 40.00      |
| 01   | 302590 | 10/14/2021 | ANDERSON SHEILA K                   | R    | 90.00      |
| 01   | 302591 | 10/14/2021 | AQUA LOGIC INC                      | R    | 1,020.00   |
| 01   | 302592 | 10/14/2021 | ARTHUR R GIBBS III                  | R    | 77.00      |
| 01   | 302593 | 10/14/2021 | BATTERIES R US                      | R    | 215.00     |
| 01   | 302594 | 10/14/2021 | BEAULIEU NATHAN                     | R    | 154.00     |
| 01   | 302595 | 10/14/2021 | BECCARD SETH                        | R    | 92.00      |
| 01   | 302596 | 10/14/2021 | BEECHER JOHN L                      | R    | 62.00      |
| 01   | 302597 | 10/14/2021 | BEST PLUMBING SPECIALTIES, INC.     | R    | 128.40     |
| 01   | 302598 | 10/14/2021 | BLUE CROSS BLUE SHIELD OF MINNESOTA | R    | 2,515.00   |
| 01   | 302599 | 10/14/2021 | BORCHERS WILLIAM S                  | R    | 77.00      |
| 01   | 302600 | 10/14/2021 | BOSE THOMAS N                       | R    | 19.00      |
| 01   | 302601 | 10/14/2021 | BSI MECHANICAL, INC.                | R    | 2,452.35   |
| 01   | 302602 | 10/14/2021 | BSN SPORTS, LLC                     | R    | 5,226.00   |
| 01   | 302603 | 10/14/2021 | BURKSTRAND JENNIFER                 | R    | 20.00      |
| 01   | 302604 | 10/14/2021 | BURKSTRAND MICHAEL                  | R    | 20.00      |
| 01   | 302605 | 10/14/2021 | BUSBY TREVOR                        | R    | 92.00      |
| 01   | 302606 | 10/14/2021 | CAPITAL ONE TRADE CREDIT            | R    | 739.31     |
| 01   | 302607 | 10/14/2021 | CARQUEST AUTO PARTS                 | R    | 411.73     |
| 01   | 302608 | 10/14/2021 | CEDAR SMALL ENGINE                  | R    | 182.72     |
| 01   | 302609 | 10/14/2021 | CENTURYLINK                         | R    | 115.47     |
| 01   | 302610 | 10/14/2021 | CEP ART & DESIGN                    | R    | 198.00     |
| 01   | 302611 | 10/14/2021 | CHRISTOPHER KYLE OLINGER II         | R    | 77.00      |
| 01   | 302612 | 10/14/2021 | CINTAS CORPORATION NO 2             | R    | 213.70     |
| 01   | 302613 | 10/14/2021 | CITY OF RICHFIELD                   | R    | 100.00     |
| 01   | 302614 | 10/14/2021 | COLBERT BOBBY                       | R    | 35.00      |
| 01   | 302615 | 10/14/2021 | COMCAST BUSINESS                    | R    | 539.74     |
| 01   | 302616 | 10/14/2021 | COOK AMY                            | R    | 20.00      |
| 01   | 302617 | 10/14/2021 | CUB FOODS                           | R    | 355.26     |
| 01   | 302618 | 10/14/2021 | CULLIGAN SOFT WATER                 | R    | 9.50       |
| 01   | 302619 | 10/14/2021 | DICKS LAKEVILLE SANITATION INC      | R    | 7,788.87   |
| 01   | 302620 | 10/14/2021 | DOLLIFF INC                         | R    | 433,011.17 |
| 01   | 302621 | 10/14/2021 | ECM PUBLISHERS INC                  | R    | 139.00     |
| 01   | 302622 | 10/14/2021 | ECOLAB INC                          | R    | 954.92     |
| 01   | 302623 | 10/14/2021 | ELABDI KHALED                       | R    | 77.00      |
| 01   | 302624 | 10/14/2021 | FINANGER PHILLIP J                  | R    | 100.00     |
| 01   | 302625 | 10/14/2021 | FLANERY-OLSON, JODI                 | R    | 20.00      |
| 01   | 302626 | 10/14/2021 | FRYE BEN                            | R    | 20.00      |
| 01   | 302627 | 10/14/2021 | GEE TEEZ & COMPANY, LTD.            | R    | 295.50     |
| 01   | 302628 | 10/14/2021 | GOVENAT DIANE                       | R    | 20.00      |
| 01   | 302629 | 10/14/2021 | GRAHAM THOMAS                       | R    | 50.00      |
| 01   | 302630 | 10/14/2021 | HAAS MUSICAL INSTRUMENT REPAIR, INC | R    | 923.98     |
| 01   | 302631 | 10/14/2021 | HAASE JASON                         | R    | 92.00      |
| 01   | 302632 | 10/14/2021 | HASSE TYLER                         | R    | 92.00      |
| 01   | 302633 | 10/14/2021 | HAWKINS INC                         | R    | 621.00     |
| 01   | 302634 | 10/14/2021 | HILLYARD                            | R    | 9,595.18   |
| 01   | 302635 | 10/14/2021 | HOGLUND BUS CO INC                  | R    | 2,526.95   |
| 01   | 302636 | 10/14/2021 | HOME DEPOT U.S.A.                   | R    | 1,704.42   |
| 01   | 302637 | 10/14/2021 | HRYPY WILLIAM V                     | R    | 77.00      |

|    |        |            |                                     |   |           |
|----|--------|------------|-------------------------------------|---|-----------|
| 01 | 302638 | 10/14/2021 | IDENTISYS INC                       | R | 216.36    |
| 01 | 302639 | 10/14/2021 | IGBARBOA URULE                      | R | 201.00    |
| 01 | 302640 | 10/14/2021 | INDEPENDENT SCHOOL MGMT, INC. (ISM) | R | 3,800.00  |
| 01 | 302641 | 10/14/2021 | ISD 199 - IGH SCHOOLS               | R | 2,400.00  |
| 01 | 302642 | 10/14/2021 | JOHNSON BRODY                       | R | 10.00     |
| 01 | 302643 | 10/14/2021 | NOTABLE, INC. (KAMI)                | R | 6,426.00  |
| 01 | 302644 | 10/14/2021 | KEE-BOWLING BONNIE                  | R | 77.00     |
| 01 | 302645 | 10/14/2021 | KROONBLAWD DAVID                    | R | 62.00     |
| 01 | 302646 | 10/14/2021 | LAKESHORE LEARNING MATERIALS        | R | 275.93    |
| 01 | 302647 | 10/14/2021 | LARSON ENGINEERING                  | R | 1,700.00  |
| 01 | 302648 | 10/14/2021 | LARSON KEITH                        | R | 50.00     |
| 01 | 302649 | 10/14/2021 | LEROY'S GREAT BEAR                  | R | 1,197.18  |
| 01 | 302650 | 10/14/2021 | LINDERS, NICOLE M                   | R | 33.15     |
| 01 | 302651 | 10/14/2021 | LITERACY RESOURCES, INC (LRI)       | R | 259.17    |
| 01 | 302652 | 10/14/2021 | LOFFLER COMPANIES                   | R | 1,948.80  |
| 01 | 302653 | 10/14/2021 | LOKKEN SANDRA J                     | R | 35.00     |
| 01 | 302654 | 10/14/2021 | LUPIENT CHEVROLET                   | R | 56.68     |
| 01 | 302655 | 10/14/2021 | MASKEST JOSEPH                      | R | 92.00     |
| 01 | 302656 | 10/14/2021 | MASTER TECHNOLOGY GROUP             | R | 315.28    |
| 01 | 302657 | 10/14/2021 | MENDELBLATT SCOTT                   | R | 40.00     |
| 01 | 302658 | 10/14/2021 | MIDWEST BUS PARTS INC               | R | 61.73     |
| 01 | 302659 | 10/14/2021 | MILES SARA                          | R | 50.00     |
| 01 | 302660 | 10/14/2021 | MINUTEMAN PRESS OF RICHFIELD        | R | 174.91    |
| 01 | 302661 | 10/14/2021 | MOOK MAUREEN                        | R | 50.00     |
| 01 | 302662 | 10/14/2021 | MORBEN BRYAN                        | R | 92.00     |
| 01 | 302663 | 10/14/2021 | NATHAN M DUNBAR                     | R | 278.00    |
| 01 | 302664 | 10/14/2021 | NORTHWOODS PROMOTIONS WEST          | R | 240.00    |
| 01 | 302665 | 10/14/2021 | NOVAK JANICE SOPHIE                 | R | 80.00     |
| 01 | 302666 | 10/14/2021 | OKEY CHRIS                          | R | 100.00    |
| 01 | 302667 | 10/14/2021 | OLEYAR DAVID A                      | R | 77.00     |
| 01 | 302668 | 10/14/2021 | OLSON NOELLE                        | R | 50.00     |
| 01 | 302669 | 10/14/2021 | ON SITE SANITATION                  | R | 1,413.38  |
| 01 | 302670 | 10/14/2021 | ONE OF ONE CLOTHING                 | R | 211.40    |
| 01 | 302671 | 10/14/2021 | OSCAR ALVARADO HERRERA              | R | 180.00    |
| 01 | 302672 | 10/14/2021 | OWENS SEDRIC                        | R | 20.00     |
| 01 | 302673 | 10/14/2021 | PER MAR SECURITY SERVICES           | R | 22.00     |
| 01 | 302674 | 10/14/2021 | PHOENIX SCHOOL COUNSELING           | R | 15,341.05 |
| 01 | 302675 | 10/14/2021 | PREMIER LIGHTING INC                | R | 219.78    |
| 01 | 302676 | 10/14/2021 | PROFESSIONAL WIRELESS COMMUNICATION | R | 249.96    |
| 01 | 302677 | 10/14/2021 | PROQUEST LLC                        | R | 3,174.80  |
| 01 | 302678 | 10/14/2021 | RANADE PIYUSH                       | R | 92.00     |
| 01 | 302679 | 10/14/2021 | REGENTS OF THE UNIV OF MINNESOTA    | R | 650.00    |
| 01 | 302680 | 10/14/2021 | RELIABLE DRUG & ALCOHOL INC.        | R | 350.00    |
| 01 | 302681 | 10/14/2021 | RENNEBERG PETER                     | R | 62.00     |
| 01 | 302682 | 10/14/2021 | ROBIDEAU BRIAN                      | R | 92.00     |
| 01 | 302683 | 10/14/2021 | RUPP ANDERSON SQUIRES & WALDSPURGER | R | 3,498.12  |
| 01 | 302684 | 10/14/2021 | SAVVAS LEARNING COMPANY LLC         | R | 13,252.72 |
| 01 | 302685 | 10/14/2021 | SCHUMACHER ELEVATOR COMPANY         | R | 1,386.00  |
| 01 | 302686 | 10/14/2021 | SMARTSENSE BY DIGI                  | R | 330.00    |
| 01 | 302687 | 10/14/2021 | SNODGRASS MARILU                    | R | 77.00     |



|    |          |            |                                     |   |            |
|----|----------|------------|-------------------------------------|---|------------|
| 01 | 302688   | 10/14/2021 | STROUP CORY F                       | R | 92.00      |
| 01 | 302689   | 10/14/2021 | TAYLOR BRANDON                      | R | 92.00      |
| 01 | 302690   | 10/14/2021 | TIETZ STEVEN M                      | R | 77.00      |
| 01 | 302691   | 10/14/2021 | TOENSING PETER                      | R | 20.00      |
| 01 | 302692   | 10/14/2021 | TRI METRO CONFERENCE                | R | 3,000.00   |
| 01 | 302693   | 10/14/2021 | TRISTATE BOBCAT INC                 | R | 4,118.80   |
| 01 | 302694   | 10/14/2021 | TWIN CITY FILTER SERVICE INC        | R | 1,179.90   |
| 01 | 302695   | 10/14/2021 | TWIN CITY GARAGE DOOR               | R | 945.00     |
| 01 | 302696   | 10/14/2021 | VARSITY SPIRIT FASHION              | R | 3,304.00   |
| 01 | 302697   | 10/14/2021 | VELOCITY DRAIN SERVICES INC         | R | 657.00     |
| 01 | 302698   | 10/14/2021 | W.L. HALL CO                        | R | 75.00      |
| 01 | 302699   | 10/14/2021 | ALLSTATE PETERBILT OF S ST PAUL     | R | 1,421.88   |
| 01 | 302700   | 10/14/2021 | WELLERWORKS CUSTOM EMBROIDERY       | R | 130.00     |
| 01 | 302701   | 10/14/2021 | WILSON JOHN P                       | R | 20.00      |
| 01 | 302702   | 10/14/2021 | XCEL ENERGY                         | R | 45.76      |
| 01 | 302703   | 10/14/2021 | ZACK'S INC.                         | R | 363.67     |
| 01 | 302704   | 10/14/2021 | W.L. HALL CO                        | R | 345.00     |
| 01 | V6112256 | 10/14/2021 | DAVID L FEIKER                      | R | 12.00      |
| 01 | V6112257 | 10/14/2021 | SHANYN HILL                         | R | 24.98      |
| 01 | V6112258 | 10/14/2021 | CASSIDY H JAVNER                    | R | 21.51      |
| 01 | V6112259 | 10/14/2021 | LAURIE E SEIBERT                    | R | 816.93     |
| 01 | V6112260 | 10/14/2021 | DANE A SMITH                        | R | 12.77      |
| 01 | V6112261 | 10/14/2021 | MATTHEW S SUTTNER                   | R | 12.00      |
| 01 | 302705   | 10/21/2021 | AMPLIFIED IT LLC                    | R | 900.00     |
| 01 | 302706   | 10/21/2021 | APPRIZE TECHNOLOGY                  | R | 300.00     |
| 01 | 302707   | 10/21/2021 | BERRY COFFEE COMPANY INC.           | R | 68.00      |
| 01 | 302709   | 10/21/2021 | BIX FRUIT COMPANY                   | R | 10,809.28  |
| 01 | 302710   | 10/21/2021 | BLUE CROSS BLUE SHIELD OF MINNESOTA | R | 7,920.00   |
| 01 | 302711   | 10/21/2021 | CATALYST BUYING GROUP LLC           | R | 189.99     |
| 01 | 302712   | 10/21/2021 | CDW GOVERNMENT INC                  | R | 141,000.00 |
| 01 | 302713   | 10/21/2021 | CITY OF RICHFIELD                   | R | 225.00     |
| 01 | 302714   | 10/21/2021 | CITY OF RICHFIELD                   | R | 5,762.86   |
| 01 | 302715   | 10/21/2021 | COLLEGE TOWN PIZZA INC              | R | 713.00     |
| 01 | 302716   | 10/21/2021 | COMMERCIAL KITCHEN                  | R | 607.00     |
| 01 | 302717   | 10/21/2021 | DEY DISTRIBUTING                    | R | 35.59      |
| 01 | 302718   | 10/21/2021 | DIGITAL INSURANCE LLC               | R | 5,263.00   |
| 01 | 302719   | 10/21/2021 | EDUCATORS BENEFIT CONSULTANTS LLC   | R | 432.97     |
| 01 | 302720   | 10/21/2021 | FAIRCON SERVICE COMPANY             | R | 750.00     |
| 01 | 302721   | 10/21/2021 | FATH CUTTER, NOELLA                 | R | 4,200.00   |
| 01 | 302722   | 10/21/2021 | GROTH MUSIC COMPANY                 | R | 612.30     |
| 01 | 302723   | 10/21/2021 | GROUP MEDICAREBLUE RX               | R | 6,644.00   |
| 01 | 302724   | 10/21/2021 | H2I GROUP, INC.                     | R | 60,520.00  |
| 01 | 302725   | 10/21/2021 | HASTINGS CREAMERY LLC               | R | 12,257.13  |
| 01 | 302726   | 10/21/2021 | HAWKINS INC                         | R | 4,629.67   |
| 01 | 302727   | 10/21/2021 | HILDI INC.                          | R | 1,795.00   |
| 01 | 302728   | 10/21/2021 | HOPE CHURCH                         | R | 14,413.77  |
| 01 | 302729   | 10/21/2021 | HUBERT COMPANY, LLC                 | R | 53.57      |
| 01 | 302730   | 10/21/2021 | IDEAL ENERGIES LLC                  | R | 992.09     |
| 01 | 302731   | 10/21/2021 | INNOVATIVE OFFICE SOLUTIONS LLC     | R | 1,670.50   |
| 01 | 302732   | 10/21/2021 | INSTITUTE FOR ENVIROMENTAL          | R | 2,324.00   |

|    |         |            |                                     |   |            |
|----|---------|------------|-------------------------------------|---|------------|
| 01 | 302733  | 10/21/2021 | KINECT ENERGY INC                   | R | 13,981.19  |
| 01 | 302734  | 10/21/2021 | LANGUAGE LINE SERVICE               | R | 1,712.51   |
| 01 | 302735  | 10/21/2021 | LIGHTSPEED TECHNOLOGIES, INC.       | R | 80,116.00  |
| 01 | 302736  | 10/21/2021 | LOFFLER                             | R | 1,225.09   |
| 01 | 302737  | 10/21/2021 | METROPOLITAN MECHANICAL CONTRACTORS | R | 8,091.95   |
| 01 | 302738  | 10/21/2021 | MINNETESOL                          | R | 35.00      |
| 01 | 302739  | 10/21/2021 | MNSHAPE                             | R | 190.00     |
| 01 | 302740  | 10/21/2021 | PAN O GOLD BAKING CO                | R | 727.30     |
| 01 | 302741  | 10/21/2021 | PREMIUM WATERS INC                  | R | 502.69     |
| 01 | 302742  | 10/21/2021 | RED PEPPER SOFTWARE, LLC            | R | 1,250.00   |
| 01 | 302743  | 10/21/2021 | REGENTS OF THE UNIV OF MINNESOTA    | R | 395.00     |
| 01 | 302744  | 10/21/2021 | REGION 3AA                          | R | 1,240.00   |
| 01 | 302745  | 10/21/2021 | RODRIGUEZ EMBROIDERY INC            | R | 770.77     |
| 01 | 302746  | 10/21/2021 | RYAN JEANNIE M                      | R | 689.27     |
| 01 | 302747  | 10/21/2021 | SCHMITT MUSIC CREDIT                | R | 307.62     |
| 01 | 302748  | 10/21/2021 | SHERWIN WILLIAMS CO                 | R | 113.71     |
| 01 | 302749  | 10/21/2021 | TYSON FOODS INC                     | R | 3,378.69   |
| 01 | 302750  | 10/21/2021 | TRAFERA HOLDINGS, INC.              | R | 29,636.00  |
| 01 | 302751  | 10/21/2021 | TRIO SUPPLY COMPANY                 | R | 4,494.32   |
| 01 | 302752  | 10/21/2021 | TWIN CITY HARDWARE                  | R | 282.76     |
| 01 | 302753  | 10/21/2021 | TYLER TECHNOLOGIES, INC.            | R | 23,318.70  |
| 01 | 302754  | 10/21/2021 | UNDERWOOD DISTRIBUTING CO.          | R | 699.50     |
| 01 | 302755  | 10/21/2021 | UNITED HEALTHCARE INSURANCE CO      | R | 503.63     |
| 01 | 302756  | 10/21/2021 | UNITED HEALTHCARE/AARP MEDICARE RX  | R | 88.70      |
| 01 | 302757  | 10/21/2021 | UNITED HEARTHCARE /AARP MEDICARE RX | R | 88.70      |
| 01 | 302759  | 10/21/2021 | UPPER LAKES FOODS                   | R | 60,830.16  |
| 01 | 302760  | 10/21/2021 | US AIR PURIFIERS LLC                | R | 6,804.60   |
| 01 | 302761  | 10/21/2021 | VISTAR                              | R | 1,947.21   |
| 01 | 302762  | 10/21/2021 | TREMCO/WEATHERPROOFING TECH, INC.   | R | 36,144.24  |
| 01 | 302763  | 10/21/2021 | XCEL ENERGY                         | R | 6,867.57   |
| 01 | V611262 | 10/21/2021 | SHARON K CHRISTIANSON               | R | 61.12      |
| 01 | V611263 | 10/21/2021 | GLORIA M ENGLUND                    | R | 6.57       |
| 01 | V611264 | 10/21/2021 | ANNE-MARIE KILSTOFTE                | R | 27.34      |
| 01 | V611265 | 10/21/2021 | SHERRI L MEDVEC                     | R | 36.09      |
| 01 | V611266 | 10/21/2021 | STEVEN C PEER                       | R | 69.72      |
| 01 | V611267 | 10/21/2021 | YONG HUA QUAN                       | R | 175.00     |
| 01 | V611268 | 10/21/2021 | TERESA L ROSEN                      | R | 511.11     |
| 01 | V611269 | 10/21/2021 | CARMEN SARMIENTO                    | R | 8.20       |
| 01 | V611270 | 10/21/2021 | WESLEY M TROEDSON                   | R | 10.00      |
| 01 | V611271 | 10/21/2021 | SARAH J JESPERSON                   | R | 1,558.26   |
| 01 | 302764  | 10/25/2021 | A.J. MOORE ELECTRIC, INC.           | R | 2,541.17   |
| 01 | 302765  | 10/25/2021 | ALL STATE COMMUNICATIONS INC        | R | 25,350.00  |
| 01 | 302766  | 10/25/2021 | BRAUN INTERTEC CORP                 | R | 466.00     |
| 01 | 302767  | 10/25/2021 | CORVAL CONSTRUCTION                 | R | 110,914.77 |
| 01 | 302768  | 10/25/2021 | CUSTOM DRYWALL, INC.                | R | 5,900.00   |
| 01 | 302769  | 10/25/2021 | ICS CONSULTING, LLC (DBA: ICS)      | R | 62,708.56  |
| 01 | 302770  | 10/25/2021 | INNOVATIVE OFFICE SOLUTIONS LLC     | R | 88,233.28  |
| 01 | 302771  | 10/25/2021 | INSTITUTE FOR ENVIROMENTAL          | R | 4,990.00   |
| 01 | 302772  | 10/25/2021 | INTEREUM, INC                       | R | 81,976.37  |
| 01 | 302773  | 10/25/2021 | MAVO SYSTEMS INC                    | R | 6,408.25   |

|    |        |            |                                     |   |            |
|----|--------|------------|-------------------------------------|---|------------|
| 01 | 302774 | 10/25/2021 | MCDONOUGH'S SEWER SERVICES, INC.    | R | 1,672.08   |
| 01 | 302775 | 10/25/2021 | MOBILE RADIO ENGINE                 | R | 45,542.92  |
| 01 | 302776 | 10/25/2021 | PHILLIP HUCH                        | R | 7,655.00   |
| 01 | 302777 | 10/25/2021 | ROCHON CORPORATION MINNESOTA        | R | 416,068.31 |
| 01 | 302778 | 10/25/2021 | SHAW-LUNDQUIST ASSOCIATES, INC.     | R | 105,761.97 |
| 01 | 302779 | 10/25/2021 | INDIGO SIGNWORKS, INC.              | R | 2,181.00   |
| 01 | 302780 | 10/25/2021 | TITAN ENVIROMENTAL, INC.            | R | 26,387.50  |
| 01 | 302781 | 10/25/2021 | VELOCITY DRAIN SERVICES INC         | R | 3,235.75   |
| 01 | 302782 | 10/25/2021 | WOLD ARCHITECTS AND ENGINEERS       | R | 38,439.73  |
| 01 | 302783 | 10/28/2021 | AIM ELECTRONICS INC                 | R | 500.00     |
| 01 | 302784 | 10/28/2021 | ALL STATE COMMUNICATIONS INC        | R | 270.00     |
| 01 | 302785 | 10/28/2021 | ALLIANCE INTERPRETING SERVICES      | R | 170.00     |
| 01 | 302786 | 10/28/2021 | BEN FRANKLIN ELECTRIC INC           | R | 2,281.00   |
| 01 | 302787 | 10/28/2021 | BEST BUY BUSINESS ADVANTAGE         | R | 20,889.47  |
| 01 | 302788 | 10/28/2021 | BRINK'S INCORPORATED                | R | 1,429.24   |
| 01 | 302789 | 10/28/2021 | BSI MECHANICAL, INC.                | R | 11,752.48  |
| 01 | 302790 | 10/28/2021 | BSN SPORTS, LLC                     | R | 5,637.87   |
| 01 | 302791 | 10/28/2021 | CANON USA                           | R | 4,166.53   |
| 01 | 302792 | 10/28/2021 | CAPITAL ONE TRADE CREDIT            | R | 192.23     |
| 01 | 302793 | 10/28/2021 | CAPTIVATE MEDIA & CONSULTING        | R | 1,488.00   |
| 01 | 302794 | 10/28/2021 | CARQUEST AUTO PARTS                 | R | 47.45      |
| 01 | 302795 | 10/28/2021 | CDW GOVERNMENT INC                  | R | 1,179.92   |
| 01 | 302796 | 10/28/2021 | CINTAS CORPORATION NO 2             | R | 320.55     |
| 01 | 302797 | 10/28/2021 | CITY OF RICHFIELD                   | R | 637.50     |
| 01 | 302798 | 10/28/2021 | COMCAST                             | R | 267.00     |
| 01 | 302799 | 10/28/2021 | CONTINENTAL RESEARCH CORP           | R | 2,347.87   |
| 01 | 302800 | 10/28/2021 | DARK KNIGHT SOLUTIONS, LLC          | R | 400.00     |
| 01 | 302801 | 10/28/2021 | DARRYL WALETZKO LLC                 | R | 4,400.00   |
| 01 | 302802 | 10/28/2021 | DAVIS MARIE                         | R | 20.00      |
| 01 | 302803 | 10/28/2021 | DEPARTMENT OF HUMAN SERVICES        | R | 124.00     |
| 01 | 302804 | 10/28/2021 | DOOR SERVICE COMPANY OF THE TWIN CI | R | 187.50     |
| 01 | 302805 | 10/28/2021 | DRAMATISTS PLAY SERVICE, INC.       | R | 420.00     |
| 01 | 302806 | 10/28/2021 | ECM PUBLISHERS INC                  | R | 1,623.05   |
| 01 | 302807 | 10/28/2021 | ECOLAB INC                          | R | 664.86     |
| 01 | 302808 | 10/28/2021 | FASTENAL INDUSTRIAL                 | R | 262.83     |
| 01 | 302809 | 10/28/2021 | FOSS, KIM                           | R | 158.26     |
| 01 | 302810 | 10/28/2021 | FURTHER                             | R | 6,075.00   |
| 01 | 302811 | 10/28/2021 | GEORGAKOPOULOS, TESS                | R | 25.00      |
| 01 | 302812 | 10/28/2021 | GOEBEL JUDITH K                     | R | 150.00     |
| 01 | 302813 | 10/28/2021 | WW GRAINGER INC                     | R | 419.75     |
| 01 | 302814 | 10/28/2021 | HAWKINS INC                         | R | 2,003.71   |
| 01 | 302815 | 10/28/2021 | HILLYARD                            | R | 10,991.80  |
| 01 | 302816 | 10/28/2021 | HOGLUND BUS CO INC                  | R | 1,035.68   |
| 01 | 302817 | 10/28/2021 | IDENTISYS INC                       | R | 279.53     |
| 01 | 302818 | 10/28/2021 | IIX INSURANCE INFORMATION EXCHANGE  | R | 59.30      |
| 01 | 302819 | 10/28/2021 | INNOVATIVE OFFICE SOLUTIONS LLC     | R | 1,501.36   |
| 01 | 302820 | 10/28/2021 | INSTITUTE FOR ENVIROMENTAL          | R | 7,790.00   |
| 01 | 302821 | 10/28/2021 | INTERMEDIATE DISTRICT 287           | R | 18,588.06  |
| 01 | 302822 | 10/28/2021 | KLOBE RESIDENTIAL                   | R | 140.00     |
| 01 | 302823 | 10/28/2021 | KOCH SCHOOL BUS SERVICE, INC.       | R | 5,619.84   |

|    |         |            |                                     |   |            |
|----|---------|------------|-------------------------------------|---|------------|
| 01 | 302824  | 10/28/2021 | LOFFLER COMPANIES                   | R | 448.00     |
| 01 | 302825  | 10/28/2021 | LYNCH MICHAEL                       | R | 120.00     |
| 01 | 302826  | 10/28/2021 | MADISON NATIONAL LIFE INS CO INC    | R | 15,918.67  |
| 01 | 302827  | 10/28/2021 | MALLOY MONTAGUE KARNOWSKI & RADO    | R | 6,000.00   |
| 01 | 302828  | 10/28/2021 | MAVO SYSTEMS INC                    | R | 9,927.50   |
| 01 | 302829  | 10/28/2021 | MID AMERICA BUSINESS SYSTEMS INC    | R | 7,550.00   |
| 01 | 302830  | 10/28/2021 | MINNESOTA CLAY COMPANY              | R | 645.15     |
| 01 | 302831  | 10/28/2021 | MN DEPT HEALTH                      | R | 35.00      |
| 01 | 302832  | 10/28/2021 | MTN-METROPOLITAN TRANSP NETWORK     | R | 188,276.00 |
| 01 | 302833  | 10/28/2021 | MULCAHY                             | R | 1,579.26   |
| 01 | 302834  | 10/28/2021 | NCS PEARSON INC                     | R | 1,795.31   |
| 01 | 302835  | 10/28/2021 | SCHOOL SPECIALTY, LLC               | R | 111.22     |
| 01 | 302836  | 10/28/2021 | SHERWIN WILLIAMS CO                 | R | 253.43     |
| 01 | 302837  | 10/28/2021 | STERICYCLE, INC.                    | R | 1,909.82   |
| 01 | 302838  | 10/28/2021 | SMARTSENSE BY DIGI                  | R | 262.53     |
| 01 | 302839  | 10/28/2021 | TITAN ENVIRONMENTAL, INC.           | R | 32,233.20  |
| 01 | 302840  | 10/28/2021 | TOLL COMPANY                        | R | 46.56      |
| 01 | 302841  | 10/28/2021 | TRANSPORTATION PLUS, INC.           | V | -62,938.75 |
| 01 | 302841  | 10/28/2021 | TRANSPORTATION PLUS, INC.           | R | 62,938.75  |
| 01 | 302842  | 10/28/2021 | UNITED STATES TREASURER             | R | 430.00     |
| 01 | 302843  | 10/28/2021 | US TICKET, INC.                     | R | 516.60     |
| 01 | 302844  | 10/28/2021 | VELOCITY DRAIN SERVICES INC         | R | 2,546.25   |
| 01 | 302845  | 10/28/2021 | VSP VISION SERVICE PLAN             | R | 3,305.82   |
| 01 | 302846  | 10/28/2021 | ALLSTATE PETERBILT OF S ST PAUL     | R | 203.50     |
| 01 | 302847  | 10/28/2021 | WE NEAL SLATE CO                    | R | 664.08     |
| 01 | 302848  | 10/28/2021 | TREMCO/WEATHERPROOFING TECH, INC.   | R | 593.75     |
| 01 | 302849  | 10/28/2021 | WORLD FUEL SERVICES, INC.           | R | 1,793.75   |
| 01 | 302850  | 10/28/2021 | XCEL ENERGY                         | R | 76,099.28  |
| 01 | 302851  | 10/28/2021 | YOUTH ENRICHMENT LEAGUE (YEL!)      | R | 560.00     |
| 01 | 302852  | 10/28/2021 | NESCO LLC #774121                   | R | 121.00     |
| 01 | 302853  | 10/28/2021 | NEW DOMINION SCHOOL                 | R | 18,675.13  |
| 01 | 302854  | 10/28/2021 | NILFISK, INC.                       | R | 110.80     |
| 01 | 302855  | 10/28/2021 | NOVACARE REHABILITATION             | R | 150.00     |
| 01 | 302856  | 10/28/2021 | OLYMPIC COMMUNICATIONS INC          | R | 360.00     |
| 01 | 302857  | 10/28/2021 | POTTIOS LAVINIA                     | R | 504.00     |
| 01 | 302858  | 10/28/2021 | PROFESSIONAL WIRELESS COMMUNICATION | R | 164.97     |
| 01 | 302859  | 10/28/2021 | RATWIK ROSZAK & MALONEY PA          | R | 329.00     |
| 01 | 302860  | 10/28/2021 | REGION 3AA                          | R | 2,730.00   |
| 01 | 302861  | 10/28/2021 | RICK JONES                          | R | 4,225.00   |
| 01 | 302862  | 10/28/2021 | RIDDELL/ALL AMERICAN SPORTS CORP    | R | 11,020.60  |
| 01 | 302863  | 10/28/2021 | SCHOOL SERVICE EMPLOYEES UNION      | R | 8,118.53   |
| 01 | V611272 | 10/28/2021 | HOWARD P ANDERSON                   | R | 4.00       |
| 01 | V611273 | 10/28/2021 | LILI CUATE PLIEGO                   | R | 52.95      |
| 01 | V611274 | 10/28/2021 | BRANDT J LARSON                     | R | 19.00      |
| 01 | V611275 | 10/28/2021 | JENNIFER K LEWIS                    | R | 354.85     |
| 01 | V611276 | 10/28/2021 | CAROLE R MCNAUGHTON-COMMERS         | R | 201.42     |
| 01 | V611277 | 10/28/2021 | ERIN H NEILON                       | R | 52.02      |
| 01 | V611278 | 10/28/2021 | MICHELLE T THOEMKE                  | R | 47.94      |
| 01 | 302864  | 10/29/2021 | BAUSCHELT PATRICK                   | R | 400.00     |
| 01 | 302865  | 10/29/2021 | BOSE THOMAS N                       | R | 77.00      |

|    |        |            |                           |   |           |
|----|--------|------------|---------------------------|---|-----------|
| 01 | 302866 | 10/29/2021 | BURKSTRAND EVAN           | R | 20.00     |
| 01 | 302867 | 10/29/2021 | BURKSTRAND JENNIFER       | R | 20.00     |
| 01 | 302868 | 10/29/2021 | BURKSTRAND MICHAEL        | R | 20.00     |
| 01 | 302869 | 10/29/2021 | CAREY SEELEY DIZERZAK     | R | 20.00     |
| 01 | 302870 | 10/29/2021 | CARTER JEREMY             | R | 80.00     |
| 01 | 302871 | 10/29/2021 | COLBERT BOBBY             | R | 35.00     |
| 01 | 302872 | 10/29/2021 | COOK AMY                  | R | 20.00     |
| 01 | 302873 | 10/29/2021 | DERO                      | R | 1,925.19  |
| 01 | 302874 | 10/29/2021 | DZIERZAK LOUIS            | R | 20.00     |
| 01 | 302875 | 10/29/2021 | GOVENAT DIANE             | R | 20.00     |
| 01 | 302876 | 10/29/2021 | GRAHAM THOMAS             | R | 50.00     |
| 01 | 302877 | 10/29/2021 | HOVERSON DOUGLAS B        | R | 120.00    |
| 01 | 302878 | 10/29/2021 | JENSEN ERIC               | R | 80.00     |
| 01 | 302879 | 10/29/2021 | KARNAS MIKE               | R | 480.00    |
| 01 | 302880 | 10/29/2021 | KENNEY JOHN C             | R | 200.00    |
| 01 | 302881 | 10/29/2021 | LARSON KEITH              | R | 50.00     |
| 01 | 302882 | 10/29/2021 | LOKKEN SANDRA J           | R | 35.00     |
| 01 | 302883 | 10/29/2021 | MAUER BRIAN J             | R | 80.00     |
| 01 | 302884 | 10/29/2021 | MOOK MAUREEN              | R | 50.00     |
| 01 | 302885 | 10/29/2021 | SUNNARBORG STEPHANIE      | R | 77.00     |
| 01 | 302886 | 10/29/2021 | THUROW BENNETT            | R | 80.00     |
| 01 | 302887 | 10/29/2021 | TOENSING PETER            | R | 20.00     |
| 01 | 302888 | 10/29/2021 | TRANSPORTATION PLUS, INC. | R | 18,702.00 |
| 01 | 302889 | 10/29/2021 | TWIN CITY TRANSPORTATION  | R | 44,236.75 |
| 01 | 302890 | 10/29/2021 | ZAHRADKA ROBERT           | R | 240.00    |

|                                  |  |  |  |  |                     |
|----------------------------------|--|--|--|--|---------------------|
| <b>TOTAL CHECKS &amp; E-PAYS</b> |  |  |  |  | <b>2,746,422.91</b> |
|----------------------------------|--|--|--|--|---------------------|

## CHECKS & E-PAYS FOR 11/08/2021 BOARD REPORTS

| BANK 05             | DATE       | AMOUNT       |
|---------------------|------------|--------------|
| E-Pays              | 10/14/2021 | 900.19       |
|                     | 10/21/2021 | 2,463.41     |
|                     | 10/28/2021 | 732.18       |
| Checks              | 10/14/2021 | 550,364.58   |
|                     | 10/21/2021 | 571,521.60   |
|                     | 10/28/2021 | 516,850.35   |
|                     | 10/29/2021 | 67,157.94    |
| Construction Checks | 10/25/2021 | 1,036,432.66 |

|                                |                     |
|--------------------------------|---------------------|
| CHECK REGISTER BANK 05 TOTAL = | <b>2,746,422.91</b> |
|--------------------------------|---------------------|

| BREAKDOWN    |                     |
|--------------|---------------------|
| 01-206-00    | 1,268,459.52        |
| 02-206-00    | 101,581.31          |
| 03-206-00    | 402,484.63          |
| 04-206-00    | 38,827.03           |
| 06-206-00    | 928,573.42          |
| 07-206-00    | -                   |
| 18-206-00    | -                   |
| 20-206-00    | 4,947.88            |
| 21-206-00    | 1,549.12            |
| 47-206-00    | -                   |
| BANK TOTAL = | <b>2,746,422.91</b> |

## SUPERINTENDENT'S REPORT AND AGENDA

Regular Meeting of the Board of Education  
Independent School District No. 280, Richfield, Minnesota

Richfield Public Schools *inspires* and *empowers* each individual to learn, grow and *excel*

**Monday, November 8, 2021**  
**7:00 p.m. School Board Meeting**

### I. CALL TO ORDER

The regular meeting of the Board of Education of ISD 280, Hennepin County, Richfield, Minnesota was held on Monday, November 8, 2021 in the boardroom at the Richfield Public Schools district office. Chair Tim Pollis called the Regular Board Meeting to order at 7:01 p.m. with the following school board members in attendance: Brakke, Cole, Maleck, Smisek, and Toensing.

Administrators present were Superintendent Unowsky, Assistant Superintendent Daniels, Executive Director Clarkson, and Chief HR & Admin Officer Holje. Student representatives present were Elsy Cruz Parra, Helen Dombrock, and Corrina Jones.

### II. REVIEW AND APPROVAL OF THE AGENDA

Motion by Maleck, seconded by Cole, and unanimously carried, the Board of Education approved the agenda.

### III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

- A. Superintendent Update
  - 1. Community Education & Early Childhood Presentation
  - 2. Academic Standards and Instructional Curriculum
- B. Commendation

### IV. CONSENT AGENDA

Motion by Smisek, seconded by Brakke, and unanimously carried, the Board of Education approved the consent agenda.

- A. Routine Matters
  - 1. Minutes of the regular meeting held October 18, 2021
  - 2. General Disbursements as of 10/29/21 in the amount of \$2,746,422.91
  - 3. Investment Holdings
- B. Personnel Items

#### **Classified Full Time Position for Employment – Classified Management**

**Pamela Olson** – 40 hr/wk – Human Resources Manager – District Office  
Effective 11/01/2021

**Classified Full Time For Employment – Paraprofessional**

**Stacie Mahowald** – 40hr/wk - Health Assistant – District Wide

Effective 10/25/2021

**Classified Full Time Position for Employment - Administrative and Management Support Professionals**

**Michelle Lundy** – 40 hr/wk – Management Assistant Special Programs – District Office

Effective 11/15/2021

**Classified Part Time Position For Employment – Paraprofessional**

**Sonya Coleman** – Special Education Paraprofessional – Central Education Center

Effective 10/18/2021

**Anne Schuette** – Early Childhood Special Education – Central Education Center

Effective 10/15/2021

**Tahjah Fox** – 35 hr/wk - Special Education Paraprofessional – South Education Center

Effective 10/4/2021

**Isabella Kilibarda** – 40 hr/wk - Paraprofessional/Clerical – Sheridan Hills

Effective 9/23/2021 (correction: employee did not resign)

**Brenda Biever** – Special Education Paraprofessional – RHS

Effective 11/4/2021

**Arely Anderson** – 32.5 hr/wk – Special Education Paraprofessional – RSTEM

Effective 11/01/2021

**Classified Part Time Position For Employment – Student Engagement Specialist**

**Bradley Skoog** – 25 hr/wk - Student Engagement Specialist – RHS

Effective 11/02/2021

**Classified Part Time For Employment – Outreach Worker**

**Melissa Gonzalez-Herrera** – 40 hr/wk – Outreach Worker – RMS

Effective 10/18/2021

**Classified Part Time - Food & Nutrition Services**

**Sara Herman** – 25 hr/wk - Kitchen Assistant – RMS

Effective 10/18/2021

**Ruth Arves** – 25 hr/wk Kitchen Assistant – RHS

Effective 10/18/2021

**Yogeeta Manikaran** – 20 hr/wk – Kitchen Assistant – RDLS

Effective 10/29/2021

**Classified Part Time Resignation - Paraprofessional**

**Terri Vetsch** – Instructional Paraprofessional – Centennial

Effective 10/21/2021

**Janet Abundez Martinez** – Special Education Paraprofessional – RDLS

Effective 11/01/2021

**Marie Corbett** – Special Education Paraprofessional – Sheridan Hills

Effective 11/12/2021

**Classified Part Time Resignation - Food & Nutrition Services**



**Ruth Arves** – Kitchen Assistant – RHS  
Effective 10/19/2021

V. OLD BUSINESS

- A. Policy 706: Acceptance of Gifts - second read
- B. Policy 601: Academic Standards and Instructional Curriculum - second read

VI. NEW BUSINESS

- A. Resolution - Canvassing Returns of Votes of School District General Election

Motion by Brakke, seconded by Maleck, and unanimously carried, the Board of Education approved the resolution.

- B. Resolution - Authorizing Issuance of Certificates of Election and Directing the School District Clerk to Perform other Election Related Duties

Motion by Toensing, seconded by Cole, and unanimously carried, the Board of Education approved the resolution.

- C. Assurance of Compliance with State and Federal Law Prohibiting Discrimination

Motion by Toensing, seconded by Maleck, and unanimously carried, the Board of Education approved the assurance.

- D. Policy 452: Evaluation and Development of Professional Staff & Administrative Guideline 452.1 - first read
- E. Donations

Motion by Toensing, seconded by Smisek, and unanimously carried, the Board of Education accepted the donations with gratitude.

VII. ADVANCE PLANNING

- A. Legislative Update
- B. Information and Questions from Board
- C. Future Meeting Dates
  - 11-22-2021 7:00 p.m. Regular Board Meeting - Public Comment
  - 12-6-2021 7:00 p.m. Regular Board Meeting with Truth-in-Taxation
- D. Suggested/Future Agenda Items

VIII. ADJOURN REGULAR MEETING

Chair Pollis adjourned the meeting at 7:55 p.m.

| FUND | CHECK   | DATE       | VENDOR                             | TYPE | AMOUNT    |
|------|---------|------------|------------------------------------|------|-----------|
| 01   | 302891  | 11/04/2021 | ACCO BRANDS USA LLC                | R    | 113.36    |
| 01   | 302892  | 11/04/2021 | ANDERSON JULIE R                   | R    | 300.00    |
| 01   | 302893  | 11/04/2021 | BERRY COFFEE COMPANY INC.          | R    | 417.66    |
| 01   | 302894  | 11/04/2021 | BIX FRUIT COMPANY                  | R    | 2,423.40  |
| 01   | 302895  | 11/04/2021 | BRAMBILLA'S LEASE SYSTEMS, INC     | R    | 2,161.00  |
| 01   | 302896  | 11/04/2021 | COMCAST BUSINESS                   | R    | 244.74    |
| 01   | 302897  | 11/04/2021 | DICK BLICK COMPANY                 | R    | 383.76    |
| 01   | 302898  | 11/04/2021 | ECM PUBLISHERS INC                 | R    | 317.50    |
| 01   | 302899  | 11/04/2021 | EDFIRST MN LLC                     | R    | 5,191.84  |
| 01   | 302900  | 11/04/2021 | EDUCATORS BENEFIT CONSULTANTS LLC  | R    | 102.00    |
| 01   | 302901  | 11/04/2021 | GILLET, KARI                       | R    | 55.08     |
| 01   | 302902  | 11/04/2021 | HEINEMANN                          | R    | 1,780.00  |
| 01   | 302903  | 11/04/2021 | ULMER, INGA                        | R    | 250.00    |
| 01   | 302904  | 11/04/2021 | HR SIMPLIFIED INC.                 | R    | 734.00    |
| 01   | 302905  | 11/04/2021 | INTERNATIONAL E-Z UP, INC.         | R    | 1,962.93  |
| 01   | 302906  | 11/04/2021 | ISD #281, ROBBINSDALE AREA SCHOOLS | R    | 1,076.00  |
| 01   | 302907  | 11/04/2021 | JANE FERGUSON                      | R    | 39.00     |
| 01   | 302908  | 11/04/2021 | KIDCREATE STUDIO                   | R    | 240.00    |
| 01   | 302909  | 11/04/2021 | KINECT ENERGY INC                  | R    | 525.00    |
| 01   | 302910  | 11/04/2021 | LIGHTSPEED TECHNOLOGIES, INC.      | R    | 5,175.00  |
| 01   | 302911  | 11/04/2021 | LOMAX CARLA                        | R    | 210.00    |
| 01   | 302912  | 11/04/2021 | MAGIC TURF, INC.                   | R    | 4,000.00  |
| 01   | 302913  | 11/04/2021 | MATRIX COMMUNICATIONS INC          | R    | 339.26    |
| 01   | 302914  | 11/04/2021 | MINNESOTA CLAY COMPANY             | R    | 279.61    |
| 01   | 302915  | 11/04/2021 | MINNESOTA MEMORY, INC.             | R    | 1,425.00  |
| 01   | 302916  | 11/04/2021 | MINUTEMAN PRESS OF RICHFIELD       | R    | 5,136.92  |
| 01   | 302917  | 11/04/2021 | NORMANDEALE COMMUNITY COLLEGE      | R    | 72,450.00 |
| 01   | 302918  | 11/04/2021 | PAN O GOLD BAKING CO               | R    | 332.80    |
| 01   | 302919  | 11/04/2021 | SCHOOL NURSE SUPPLY                | R    | 63.25     |
| 01   | 302920  | 11/04/2021 | SETON                              | R    | 159.95    |
| 01   | 302921  | 11/04/2021 | SOURCEWELL TECHNOLOGY              | R    | 8,542.00  |
| 01   | 302922  | 11/04/2021 | SOUTH DAKOTA STATE UNIVERSITY      | R    | 1,000.00  |
| 01   | 302923  | 11/04/2021 | TAFFE SARAH ANN                    | R    | 8,492.23  |
| 01   | 302924  | 11/04/2021 | TRIO SUPPLY COMPANY                | R    | 1,301.59  |
| 01   | 302925  | 11/04/2021 | UNIVERSITY OF MINNESOTA            | R    | 71,920.00 |
| 01   | 302926  | 11/04/2021 | UPPER LAKES FOODS                  | R    | 22,218.72 |
| 01   | 302927  | 11/04/2021 | VEND-UCATION LLC                   | R    | 31,015.00 |
| 01   | 302928  | 11/04/2021 | VIG SOLUTIONS INC                  | R    | 319.00    |
| 01   | 302929  | 11/04/2021 | VISTAR                             | R    | 688.69    |
| 01   | 302930  | 11/04/2021 | WOLKE BRADY J                      | R    | 346.88    |
| 01   | 302931  | 11/04/2021 | YULIAN RODRIGUEZ-TORVES            | R    | 62.00     |
| 01   | 302941  | 11/04/2021 | AMAZON.COM SYNCB/AMAZON            | R    | 30,136.10 |
| 01   | V611279 | 11/04/2021 | DREW BALLANGER                     | R    | 36.95     |
| 01   | V611280 | 11/04/2021 | ERICA T BARLOW                     | R    | 70.00     |
| 01   | V611281 | 11/04/2021 | MIRIAM A CASTRO SANJUAN            | R    | 40.00     |
| 01   | V611282 | 11/04/2021 | MARY L CLARKSON                    | R    | 70.00     |
| 01   | V611283 | 11/04/2021 | LATANYA R DANIELS                  | R    | 70.00     |
| 01   | V611284 | 11/04/2021 | KIM M DARAITIS                     | R    | 99.95     |
| 01   | V611285 | 11/04/2021 | GEORGE A DENNIS                    | R    | 35.00     |
| 01   | V611286 | 11/04/2021 | MEGAN M STECHER                    | R    | 70.00     |

|    |         |            |                                |   |        |
|----|---------|------------|--------------------------------|---|--------|
| 01 | V611287 | 11/04/2021 | JARED ELLERSON                 | R | 70.00  |
| 01 | V611288 | 11/04/2021 | PETER J FITZPATRICK            | R | 40.00  |
| 01 | V611289 | 11/04/2021 | STEVEN T FLUCAS                | R | 70.00  |
| 01 | V611290 | 11/04/2021 | MICHAEL L FRANKENBERG          | R | 70.00  |
| 01 | V611291 | 11/04/2021 | DAVID A FREEBURG               | R | 70.00  |
| 01 | V611292 | 11/04/2021 | KARIN V GAERTNER               | R | 119.98 |
| 01 | V611293 | 11/04/2021 | AREND J GEURINK                | R | 70.00  |
| 01 | V611294 | 11/04/2021 | JAMES A GILLIGAN               | R | 70.00  |
| 01 | V611295 | 11/04/2021 | CHRISTINA M GONZALEZ           | R | 70.00  |
| 01 | V611296 | 11/04/2021 | KYLE L GUSTAFSON               | R | 40.00  |
| 01 | V611297 | 11/04/2021 | KEVIN D HARRIS                 | R | 40.00  |
| 01 | V611298 | 11/04/2021 | CHARLOTTE NICHOLE WOLLENBURG   | R | 47.04  |
| 01 | V611299 | 11/04/2021 | JAMES L HILL                   | R | 40.00  |
| 01 | V611300 | 11/04/2021 | JESSICA M HOFFMAN              | R | 40.00  |
| 01 | V611301 | 11/04/2021 | CRAIG D HOLJE                  | R | 70.00  |
| 01 | V611302 | 11/04/2021 | SARAH J JESPERSON              | R | 23.48  |
| 01 | V611303 | 11/04/2021 | CORY J KLINGE                  | R | 70.00  |
| 01 | V611304 | 11/04/2021 | DANIEL E KRETSINGER            | R | 70.00  |
| 01 | V611305 | 11/04/2021 | ANOOP KUMAR                    | R | 40.00  |
| 01 | V611306 | 11/04/2021 | SHANNON J LINDBERG             | R | 40.00  |
| 01 | V611307 | 11/04/2021 | MAIA M MACK                    | R | 127.90 |
| 01 | V611308 | 11/04/2021 | COLLEEN M MAHONEY              | R | 70.00  |
| 01 | V611309 | 11/04/2021 | MARTHA MALAGON AVILA           | R | 105.01 |
| 01 | V611310 | 11/04/2021 | DANIEL P MCGINN                | R | 40.00  |
| 01 | V611311 | 11/04/2021 | DOUG R MCMEEKIN                | R | 70.00  |
| 01 | V611312 | 11/04/2021 | CAROLE R MCNAUGHTON-COMMERS    | R | 70.00  |
| 01 | V611313 | 11/04/2021 | KENT D MEYER                   | R | 70.00  |
| 01 | V611314 | 11/04/2021 | ALECIA M MOBLEY                | R | 70.00  |
| 01 | V611315 | 11/04/2021 | ERIN H NEILON                  | R | 40.00  |
| 01 | V611316 | 11/04/2021 | ROBERT G OLSON                 | R | 40.00  |
| 01 | V611317 | 11/04/2021 | LAURA B OTTERNESS              | R | 70.00  |
| 01 | V611318 | 11/04/2021 | MARK S PEDERSEN                | R | 40.00  |
| 01 | V611319 | 11/04/2021 | DARBY L SWANK                  | R | 70.00  |
| 01 | V611320 | 11/04/2021 | DENNIS E PETERSON              | R | 35.00  |
| 01 | V611321 | 11/04/2021 | CASSANDRA QUAM                 | R | 70.00  |
| 01 | V611322 | 11/04/2021 | KEITH D RIEF                   | R | 40.00  |
| 01 | V611323 | 11/04/2021 | TERESA L ROSEN                 | R | 70.00  |
| 01 | V611324 | 11/04/2021 | TIMECKA MARIE SANCHEZ-MICHAELS | R | 70.00  |
| 01 | V611325 | 11/04/2021 | ASHLEY SCHAEFER                | R | 70.00  |
| 01 | V611326 | 11/04/2021 | DANE A SMITH                   | R | 22.18  |
| 01 | V611327 | 11/04/2021 | NANCY J STACHEL                | R | 70.00  |
| 01 | V611328 | 11/04/2021 | MORGAN L STEELE                | R | 88.66  |
| 01 | V611329 | 11/04/2021 | PATRICK M SURE                 | R | 40.00  |
| 01 | V611330 | 11/04/2021 | STACY THEIEN-COLLINS           | R | 70.00  |
| 01 | V611331 | 11/04/2021 | JOAN M TOMKINSON               | R | 175.00 |
| 01 | V611332 | 11/04/2021 | STEVEN P UNOWSKY               | R | 80.00  |
| 01 | V611333 | 11/04/2021 | STEPHEN C URBANSKI             | R | 40.00  |
| 01 | V611334 | 11/04/2021 | CARRIE A VALA                  | R | 70.00  |
| 01 | V611335 | 11/04/2021 | JENNIFER K VALLEY              | R | 70.00  |
| 01 | V611336 | 11/04/2021 | RYAN WAGNER                    | R | 40.00  |
| 01 | V611337 | 11/04/2021 | REBECCA S WALD                 | R | 40.00  |

|    |          |            |                                     |   |           |
|----|----------|------------|-------------------------------------|---|-----------|
| 01 | V611338  | 11/04/2021 | KASYA L WILLHITE                    | R | 70.00     |
| 01 | V611339  | 11/04/2021 | AMY J WINTER AHSENMACHER            | R | 70.00     |
| 01 | V2201036 | 11/04/2021 | P-CARD BAIRD LISA                   | R | 2,202.84  |
| 01 | V2201037 | 11/04/2021 | P-CARD BARLOW ERICA                 | R | 1,098.19  |
| 01 | V2201038 | 11/04/2021 | P-CARD BROWN MATTHEW                | R | 163.30    |
| 01 | V2201039 | 11/04/2021 | P-CARD BRUNNER PATTI                | R | 6,131.49  |
| 01 | V2201040 | 11/04/2021 | P-CARD BURT EMILY                   | R | 80.00     |
| 01 | V2201041 | 11/04/2021 | P-CARD CARUSO MATTHEW               | R | 704.10    |
| 01 | V2201042 | 11/04/2021 | P-CARD DINGMAN KRISTI               | R | 4,384.50  |
| 01 | V2201043 | 11/04/2021 | P-CARD ELLERSON JARED               | R | 69.43     |
| 01 | V2201044 | 11/04/2021 | P-CARD FINDLEY LAMPKIN MELISSA      | R | 429.54    |
| 01 | V2201045 | 11/04/2021 | P-CARD GEURINK AREND                | R | 439.99    |
| 01 | V2201046 | 11/04/2021 | P-CARD KRETSINGER DAN               | R | 2,876.50  |
| 01 | V2201047 | 11/04/2021 | P-CARD LEWIS JENNIFER               | R | 1,146.71  |
| 01 | V2201048 | 11/04/2021 | P-CARD MACE CHRISTI JO              | R | 1,410.81  |
| 01 | V2201049 | 11/04/2021 | P-CARD MAHONEY COLLEEN              | R | 1,628.06  |
| 01 | V2201050 | 11/04/2021 | P-CARD MANNING MICHAEL              | R | 200.74    |
| 01 | V2201051 | 11/04/2021 | P-CARD MCGINN DAN                   | R | 399.57    |
| 01 | V2201052 | 11/04/2021 | P-CARD MCNAUGHTON COMMERS CAROLE    | R | 1,860.17  |
| 01 | V2201053 | 11/04/2021 | P-CARD MORALES LIZETTE              | R | 543.38    |
| 01 | V2201054 | 11/04/2021 | P-CARD MORRISSEY MELISSA            | R | 1,574.24  |
| 01 | V2201055 | 11/04/2021 | P-CARD SHAHSAVAND MARTA             | R | 797.39    |
| 01 | V2201056 | 11/04/2021 | P-CARD SMITH DANE                   | R | 8.49      |
| 01 | V2201057 | 11/04/2021 | P-CARD STACHEL NANCY                | R | 1,935.65  |
| 01 | V2201058 | 11/04/2021 | P-CARD VALLEY JENNIFER              | R | 401.27    |
| 01 | V2201059 | 11/04/2021 | P-CARD WILLHITE KASYA               | R | 485.41    |
| 01 | V2201060 | 11/04/2021 | P-CARD WINTER AMY                   | R | 3,654.87  |
| 01 | 302942   | 11/09/2021 | MY CREDIT UNION                     | R | 250.00    |
| 01 | 302943   | 11/11/2021 | Printer Issues-VOID                 | V | 0.00      |
| 01 | 302944   | 11/11/2021 | ALL STATE COMMUNICATIONS INC        | R | 33,455.00 |
| 01 | 302945   | 11/11/2021 | ARVIG ENTERPRISES INC               | R | 1,107.90  |
| 01 | 302946   | 11/11/2021 | BACHMANS INC                        | R | 1,060.36  |
| 01 | 302947   | 11/11/2021 | BARNES & NOBLE BOOK                 | R | 355.77    |
| 01 | 302948   | 11/11/2021 | BEN FRANKLIN ELECTRIC INC           | R | 3,825.50  |
| 01 | 302949   | 11/11/2021 | BIX FRUIT COMPANY                   | R | 6,223.17  |
| 01 | 302950   | 11/11/2021 | BLUE CROSS BLUE SHIELD OF MINNESOTA | R | 2,515.00  |
| 01 | 302951   | 11/11/2021 | CARQUEST AUTO PARTS                 | R | 950.98    |
| 01 | 302952   | 11/11/2021 | CEDAR SMALL ENGINE                  | R | 310.50    |
| 01 | 302953   | 11/11/2021 | CENTURYLINK                         | R | 43.77     |
| 01 | 302954   | 11/11/2021 | CINTAS CORPORATION NO 2             | R | 213.70    |
| 01 | 302955   | 11/11/2021 | CONTINENTAL RESEARCH CORP           | R | 453.47    |
| 01 | 302956   | 11/11/2021 | CUB FOODS                           | R | 252.03    |
| 01 | 302957   | 11/11/2021 | CULLIGAN SOFT WATER                 | R | 9.50      |
| 01 | 302958   | 11/11/2021 | DARK KNIGHT SOLUTIONS, LLC          | R | 350.00    |
| 01 | 302959   | 11/11/2021 | DICK BLICK COMPANY                  | R | 746.08    |
| 01 | 302960   | 11/11/2021 | DICKS LAKEVILLE SANITATION INC      | R | 7,270.99  |
| 01 | 302961   | 11/11/2021 | ECM PUBLISHERS INC                  | R | 144.95    |
| 01 | 302962   | 11/11/2021 | ECOLAB INC                          | R | 703.38    |
| 01 | 302963   | 11/11/2021 | EMI AUDIO                           | R | 44.00     |
| 01 | 302964   | 11/11/2021 | FASTENAL INDUSTRIAL                 | R | 360.50    |
| 01 | 302965   | 11/11/2021 | FASTSIGNS                           | R | 34.40     |

|    |         |            |                                     |   |           |
|----|---------|------------|-------------------------------------|---|-----------|
| 01 | 302966  | 11/11/2021 | FUN EXPRESS LLC                     | R | 99.83     |
| 01 | 302967  | 11/11/2021 | GENESIS TECHNOLOGIES INC            | R | 715.00    |
| 01 | 302968  | 11/11/2021 | WW GRAINGER INC                     | R | 1,103.32  |
| 01 | 302969  | 11/11/2021 | HASTINGS CREAMERY LLC               | R | 10,714.09 |
| 01 | 302970  | 11/11/2021 | HAWTHORNE EDUCATION                 | R | 288.00    |
| 01 | 302971  | 11/11/2021 | HILLYARD                            | R | 2,405.81  |
| 01 | 302972  | 11/11/2021 | HOGLUND BUS CO INC                  | R | 1,267.05  |
| 01 | 302973  | 11/11/2021 | HOME DEPOT U.S.A.                   | R | 694.37    |
| 01 | 302974  | 11/11/2021 | IIX INSURANCE INFORMATION EXCHANGE  | R | 59.30     |
| 01 | 302975  | 11/11/2021 | IMAGINE LEARNING, INC.              | R | 1,800.00  |
| 01 | 302976  | 11/11/2021 | INTERSTATE ALL BATTERY CENTER       | R | 231.90    |
| 01 | 302977  | 11/11/2021 | JUNK MASTERS LLC                    | R | 455.00    |
| 01 | 302978  | 11/11/2021 | HAAG COMPANIES, INC.                | R | 562.98    |
| 01 | 302979  | 11/11/2021 | KOCH SCHOOL BUS SERVICE, INC.       | R | 4,214.88  |
| 01 | 302980  | 11/11/2021 | LEARNING A-Z                        | R | 216.00    |
| 01 | 302981  | 11/11/2021 | MACKIN BOOK COMPANY                 | R | 284.28    |
| 01 | 302982  | 11/11/2021 | MATRIX COMMUNICATIONS INC           | R | 5,278.62  |
| 01 | 302983  | 11/11/2021 | MAVO SYSTEMS INC                    | R | 522.50    |
| 01 | 302984  | 11/11/2021 | MEDTOX LABORATORIES INC             | R | 185.36    |
| 01 | 302985  | 11/11/2021 | METROPOLITAN MECHANICAL CONTRACTORS | R | 58,614.00 |
| 01 | 302986  | 11/11/2021 | MINNEAPOLIS PUBLIC SCHOOLS          | R | 264.00    |
| 01 | 302987  | 11/11/2021 | MPLS PUBLIC SCHOOL SPECIAL DIST 1   | R | 121.00    |
| 01 | 302988  | 11/11/2021 | PAN O GOLD BAKING CO                | R | 569.30    |
| 01 | 302989  | 11/11/2021 | PODIUMWEAR CUSTOM SPORTS APPAREL    | R | 3,900.00  |
| 01 | 302990  | 11/11/2021 | POMPS TIRE SERVICE                  | R | 2,125.80  |
| 01 | 302991  | 11/11/2021 | REGION 6 AA-MSHSL                   | R | 5,200.00  |
| 01 | 302992  | 11/11/2021 | RIVERSIDE INSIGHTS                  | R | 185.83    |
| 01 | 302993  | 11/11/2021 | SHERWIN WILLIAMS CO                 | R | 51.42     |
| 01 | 302994  | 11/11/2021 | SMARTSENSE BY DIGI                  | R | 330.00    |
| 01 | 302995  | 11/11/2021 | SUPER DUPER PUBLICATIONS            | R | 95.80     |
| 01 | 302996  | 11/11/2021 | TIERNEY BROTHERS INC                | R | 1,377.60  |
| 01 | 302997  | 11/11/2021 | TRIO SUPPLY COMPANY                 | R | 1,438.53  |
| 01 | 302998  | 11/11/2021 | TRISTATE BOBCAT INC                 | R | 840.95    |
| 01 | 302999  | 11/11/2021 | TWIN CITY TRANSPORTATION            | R | 51,415.36 |
| 01 | 303000  | 11/11/2021 | UPPER LAKES FOODS                   | R | 27,036.60 |
| 01 | 303001  | 11/11/2021 | VELOCITY DRAIN SERVICES INC         | R | 318.25    |
| 01 | 303002  | 11/11/2021 | VERIZON WIRELESS                    | R | 370.75    |
| 01 | 303003  | 11/11/2021 | VISTAR                              | R | 161.22    |
| 01 | 303004  | 11/11/2021 | WORLD FUEL SERVICES, INC.           | R | 1,070.93  |
| 01 | 303005  | 11/11/2021 | XCEL ENERGY                         | R | 48.12     |
| 01 | 303006  | 11/11/2021 | XCEL ENERGY CENTER                  | R | 2,087.00  |
| 01 | V611340 | 11/11/2021 | CHRISTINE J AWBREY                  | R | 19.61     |
| 01 | V611341 | 11/11/2021 | LISA A LEIKNES                      | R | 908.69    |
| 01 | V611342 | 11/11/2021 | ALECIA M MOBLEY                     | R | 161.28    |
| 01 | V611343 | 11/11/2021 | JODI A NICKELL                      | R | 105.00    |
| 01 | V611344 | 11/11/2021 | ISELA VENTURA RUBIO                 | R | 163.97    |

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**CHECK, E-PAYS & P-CARD REGISTER**
**573,164.31**

# P-CARD,CHECK RUNS, E-PAYS & WIRES FOR 11/22/2021 BOARD REPORTS

| BANK 05                     | DATE       | AMOUNT     |
|-----------------------------|------------|------------|
| Checks                      | 11/4/2021  | 283,931.27 |
|                             | 11/9/2021  | 250.00     |
|                             | 11/11/2021 | 249,151.70 |
| E-Pays                      | 11/4/2021  | 3,846.15   |
|                             | 11/11/2021 | 1,358.55   |
| Pcards-OCTOBER Paid 11/4/21 | 11/4/2021  | 34,626.64  |

|                                |                   |
|--------------------------------|-------------------|
| CHECK REGISTER BANK 05 TOTAL = | <b>573,164.31</b> |
|--------------------------------|-------------------|

| BREAKDOWN    |                   |
|--------------|-------------------|
| 01-206-00    | 388,116.81        |
| 02-206-00    | 107,130.59        |
| 03-206-00    | 62,884.37         |
| 04-206-00    | 14,493.54         |
| 06-206-00    | 70.00             |
| 07-206-00    | -                 |
| 18-206-00    | -                 |
| 20-206-00    | 351.56            |
| 21-206-00    | 117.44            |
| 47-206-00    | -                 |
| BANK TOTAL = | <b>573,164.31</b> |

# REVENUE & EXPENDITURE SUMMARY BY SOURCE, OBJECT SERIES & PROGRAM SERIES

RICHFIELD | September 30, 2021

|  |               |               |                   |                 |                     | September<br>30, 2021   | September<br>30, 2020    | September<br>30, 2019    |                         |                       |                       |
|--|---------------|---------------|-------------------|-----------------|---------------------|-------------------------|--------------------------|--------------------------|-------------------------|-----------------------|-----------------------|
| REVENUE CATEGORIES                     | June 30, 2020 | June 30, 2021 | Adopted<br>Budget | Received<br>YTD | Budget<br>Remaining | % of Budget<br>Received | % of Actuals<br>Received | % of Actuals<br>Received | Current YTD<br>vs. PYTD | September<br>30, 2020 | September<br>30, 2019 |
| STATE                                  | 45,674,569    | 45,171,242    | 45,287,702        | 10,351,530      | 34,936,172          | 22.86%                  | 22.61%                   | 22.78%                   | 136,517                 | 10,215,014            | 10,404,460            |
| FEDERAL                                | 2,834,495     | 4,835,777     | 7,405,625         | 938,779         | 6,466,846           | 12.68%                  | 4.93%                    | -1.54%                   | 700,323                 | 238,457               | (43,673)              |
| PROPERTY TAXES                         | 18,018,704    | 17,711,183    | 17,137,896        | 291,198         | 16,846,698          | 1.70%                   | 50.44%                   | 51.48%                   | (8,642,750)             | 8,933,948             | 9,275,492             |
| LOCAL SALES, INS RECOVERY & JUDGEMENTS | 130,566       | 346,118       | 102,910           | 28,709          | 74,201              | 27.90%                  | 2.02%                    | 20.85%                   | 21,709                  | 7,000                 | 27,220                |
| SALE OF BONDS & LOANS                  | 0             | 0             | 0                 | 0               | 0                   | 0.00%                   | 0.00%                    | 0.00%                    | 0                       | 0                     | 0                     |
| INCOMING TRANSFERS FROM OTH FUNDS      | 0             | 0             | 0                 | 0               | 0                   | 0.00%                   | 0.00%                    | 0.00%                    | 0                       | 0                     | 0                     |
| LOCAL (FEES, INTEREST, ETC.)           | 1,284,111     | 653,828       | 1,123,630         | 196,864         | 926,766             | 17.52%                  | 26.14%                   | 20.20%                   | 25,978                  | 170,886               | 259,448               |
| TOTALS                                 | 67,942,444    | 68,718,148    | 71,057,763        | 11,807,081      | 59,250,682          | 16.62%                  | 28.47%                   | 29.32%                   | (7,758,224)             | 19,565,305            | 19,922,946            |

| EXPENDITURES (OBJECT SERIES) |               |               |                   |                 |                     |                         |                          |                          |                         |                       |                       |
|------------------------------|---------------|---------------|-------------------|-----------------|---------------------|-------------------------|--------------------------|--------------------------|-------------------------|-----------------------|-----------------------|
|                              |               |               |                   |                 |                     | September<br>30, 2021   | September<br>30, 2020    | September<br>30, 2019    |                         |                       |                       |
|                              | June 30, 2020 | June 30, 2021 | Adopted<br>Budget | Expended<br>YTD | Budget<br>Remaining | % of Budget<br>Expended | % of Actuals<br>Expended | % of Actuals<br>Expended | Current YTD<br>vs. PYTD | September<br>30, 2020 | September<br>30, 2019 |
| SALARIES & WAGES             | 36,586,619    | 37,395,344    | 40,653,895        | 4,593,534       | 36,060,361          | 11.30%                  | 11.73%                   | 12.09%                   | 207,650                 | 4,385,884             | 4,424,492             |
| EMPLOYEE BENEFITS            | 13,190,108    | 13,311,059    | 13,937,881        | 2,293,577       | 11,644,304          | 16.46%                  | 12.39%                   | 15.73%                   | 644,200                 | 1,649,377             | 2,075,046             |
| PURCHASED SERVICES           | 8,325,304     | 7,829,673     | 9,360,559         | 1,581,538       | 7,779,021           | 16.90%                  | 8.12%                    | 9.23%                    | 946,006                 | 635,532               | 768,422               |
| SUPPLIES                     | 2,632,033     | 3,264,242     | 3,460,020         | 1,259,402       | 2,200,618           | 36.40%                  | 25.49%                   | 31.78%                   | 427,231                 | 832,172               | 836,362               |
| EQUIPMENT                    | 2,313,465     | 3,127,326     | 2,846,283         | 1,936,121       | 910,162             | 68.02%                  | 43.84%                   | 74.01%                   | 564,997                 | 1,371,124             | 1,712,282             |
| DEBT SERVICE                 | 0             | 0             | 0                 | 0               | 0                   | 0.00%                   | 0.00%                    | 0.00%                    | 0                       | 0                     | 0                     |
| OTHER EXPENDITURES           | 412,717       | 366,580       | 399,670           | 74,732          | 324,939             | 18.70%                  | 9.88%                    | 10.47%                   | 38,511                  | 36,220                | 43,227                |
| OTHER FINANCING USES         | 0             | 0             | 0                 | 0               | 0                   | 0.00%                   | 0.00%                    | 0.00%                    | 0                       | 0                     | 0                     |
| TOTALS                       | 63,460,246    | 65,294,224    | 70,658,308        | 11,738,904      | 58,919,404          | 16.61%                  | 13.65%                   | 15.54%                   | 2,828,595               | 8,910,309             | 9,859,830             |

| EXPENDITURES (PROGRAM SERIES) |               |               |                   |                 |                     | September<br>30, 2021   | September<br>30, 2020    | September<br>30, 2019    |                         |                       |                       |
|-------------------------------|---------------|---------------|-------------------|-----------------|---------------------|-------------------------|--------------------------|--------------------------|-------------------------|-----------------------|-----------------------|
|                               |               |               |                   |                 |                     |                         |                          |                          |                         |                       |                       |
|                               | June 30, 2020 | June 30, 2021 | Adopted<br>Budget | Expended<br>YTD | Budget<br>Remaining | % of Budget<br>Expended | % of Actuals<br>Expended | % of Actuals<br>Expended | Current YTD<br>vs. PYTD | September<br>30, 2020 | September<br>30, 2019 |
| SITE ADMINISTRATION           | 1,960,813     | 1,782,559     | 1,842,666         | 517,399         | 1,325,267           | 28.08%                  | 25.31%                   | 26.54%                   | 66,236                  | 451,163               | 520,445               |
| DISTRICT ADMINISTRATION       | 2,060,508     | 2,143,369     | 2,160,087         | 363,662         | 1,796,425           | 16.84%                  | 17.45%                   | 24.43%                   | (10,351)                | 374,012               | 503,292               |
| SUPPORT SERVICES              | 2,214,338     | 2,393,196     | 2,605,288         | 918,437         | 1,686,851           | 35.25%                  | 34.50%                   | 32.46%                   | 92,845                  | 825,592               | 718,798               |
| REGULAR INSTRUCTION           | 26,944,471    | 27,799,860    | 29,848,695        | 2,988,946       | 26,859,749          | 10.01%                  | 8.94%                    | 10.27%                   | 503,653                 | 2,485,293             | 2,768,019             |
| EXTRA-CURRICULAR ACTIVITES    | 979,957       | 845,030       | 1,045,554         | 116,011         | 929,543             | 11.10%                  | 12.96%                   | 10.35%                   | 6,516                   | 109,494               | 101,417               |
| VOCATIONAL INSTRUCTION        | 446,106       | 457,380       | 637,555           | 62,250          | 575,305             | 9.76%                   | 6.89%                    | 9.78%                    | 30,741                  | 31,509                | 43,620                |
| SPECIAL EDUCATION             | 12,270,481    | 11,761,573    | 12,521,704        | 1,233,309       | 11,288,395          | 9.85%                   | 9.19%                    | 10.53%                   | 152,530                 | 1,080,779             | 1,292,523             |
| COMMUNITY SERVICES            | 65,126        | 0             | 0                 | 0               | 0                   | 0.00%                   | 0.00%                    | 0.00%                    | 0                       | 0                     | 0                     |
| INSTRUCTIONAL SUPPORT         | 4,727,289     | 4,551,070     | 4,796,535         | 1,563,118       | 3,233,417           | 32.59%                  | 29.60%                   | 40.81%                   | 215,922                 | 1,347,196             | 1,929,293             |
| PUPIL SUPPORT SERVICES        | 6,626,336     | 6,736,524     | 7,802,980         | 989,991         | 6,812,989           | 12.69%                  | 16.05%                   | 15.83%                   | (91,148)                | 1,081,138             | 1,049,099             |
| FACILITIES                    | 4,893,517     | 6,499,064     | 7,124,914         | 2,963,745       | 4,161,169           | 41.60%                  | 17.28%                   | 19.07%                   | 1,840,613               | 1,123,133             | 933,286               |
| OTHER FINANCING USES          | 271,303       | 324,599       | 272,330           | 22,036          | 250,294             | 8.09%                   | 0.31%                    | 0.01%                    | 21,036                  | 1,000                 | 38                    |
| TOTALS                        | 63,460,246    | 65,294,224    | 70,658,308        | 11,738,904      | 58,919,404          | 16.61%                  | 13.65%                   | 15.54%                   | 2,828,595               | 8,910,309             | 9,859,830             |

# REVENUE & EXPENDITURE SUMMARY BY SOURCE, OBJECT SERIES & PROGRAM SERIES

RICHFIELD | September 30, 2021

| ACTIVITY - OTHER FUNDS |                   |                   | September 30, 2021 |                   |                   | September 30, 2020   |                       |                       | September 30, 2019   |                    |                    |
|------------------------|-------------------|-------------------|--------------------|-------------------|-------------------|----------------------|-----------------------|-----------------------|----------------------|--------------------|--------------------|
|                        | June 30, 2020     | June 30, 2021     | Adopted Budget     | Received YTD      | Budget Remaining  | % of Budget Received | % of Actuals Received | % of Actuals Received | Current YTD vs. PYTD | September 30, 2020 | September 30, 2019 |
| <b>REVENUE</b>         |                   |                   |                    |                   |                   |                      |                       |                       |                      |                    |                    |
| FOOD SERVICE           | 2,684,713         | 2,613,215         | 2,816,200          | 197,729           | 2,618,471         | 7.02%                | 6.64%                 | 3.86%                 | 24,117               | 173,612            | 103,572            |
| COMMUNITY EDUCATION    | 1,957,664         | 1,892,291         | 2,037,908          | 463,946           | 1,573,962         | 22.77%               | 24.36%                | 22.19%                | 2,983                | 460,963            | 434,455            |
| CONSTRUCTION           | 2,184,625         | 232,885           | 13,500             | (26,620)          | 40,120            | -197.18%             | -202.61%              | -45.43%               | 445,227              | (471,847)          | (992,404)          |
| DEBT SERVICE           | 8,469,549         | 7,641,299         | 7,150,836          | 0                 | 7,150,836         | 0.00%                | 51.35%                | 51.60%                | (3,923,711)          | 3,923,711          | 4,370,582          |
| TRUST                  | 0                 | 0                 | 0                  | 0                 | 0                 | 0.00%                | 0.00%                 | 0.00%                 | (27,444)             | 27,444             | 35,965             |
| CUSTODIAL              | 8,908             | 9,151             | 6,100              | 3,318             | 2,782             | 54.40%               | 0.02%                 | 0.00%                 | 3,316                | 2                  | 0                  |
| INTERNAL SERVICE       | 7,722,748         | 7,521,053         | 7,605,050          | 936,792           | 6,668,258         | 12.32%               | 11.90%                | 11.92%                | 42,089               | 894,704            | 920,751            |
| OPEB REVOCABLE TRUST   | 0                 | 0                 | 0                  | 0                 | 0                 | 0.00%                | 0.00%                 | 0.00%                 | 0                    | 0                  | 0                  |
| OPEB IRREVOCABLE TRUST | 247,051           | 100,761           | 50,000             | 14,872            | 35,128            | 29.74%               | -170.36%              | -3.24%                | 186,526              | (171,654)          | (8,010)            |
| OPEB DEBT SERVICE      | 811,277           | 2,129,110         | 2,096,886          | 0                 | 2,096,886         | 0.00%                | 51.23%                | 51.86%                | (1,090,780)          | 1,090,780          | 420,721            |
| <b>TOTALS</b>          | <b>24,086,536</b> | <b>22,139,765</b> | <b>21,776,480</b>  | <b>1,590,038</b>  | <b>20,186,442</b> | <b>7.30%</b>         | <b>26.77%</b>         | <b>21.94%</b>         | <b>(4,337,677)</b>   | <b>5,927,715</b>   | <b>5,285,632</b>   |
| EXPENDITURES           |                   |                   | September 30, 2021 |                   |                   | September 30, 2020   |                       |                       | September 30, 2019   |                    |                    |
|                        | June 30, 2020     | June 30, 2021     | Adopted Budget     | Expended YTD      | Budget Remaining  | % of Budget Expended | % of Actuals Expended | % of Actuals Expended | Current YTD vs. PYTD | September 30, 2020 | September 30, 2019 |
| FOOD SERVICE           | 2,980,090         | 2,329,661         | 2,670,312          | 392,916           | 2,277,396         | 14.71%               | 15.68%                | 9.98%                 | 27,662               | 365,254            | 297,427            |
| COMMUNITY EDUCATION    | 1,941,755         | 2,026,134         | 1,984,879          | 422,152           | 1,562,727         | 21.27%               | 16.08%                | 18.86%                | 96,337               | 325,815            | 366,259            |
| CONSTRUCTION           | 65,066,268        | 35,442,525        | 3,900,000          | 4,451,815         | (551,815)         | 114.15%              | 39.66%                | 30.41%                | (9,604,200)          | 14,056,016         | 19,788,115         |
| DEBT SERVICE           | 8,105,988         | 7,246,938         | 7,251,038          | 2,349,894         | 4,901,144         | 32.41%               | 33.09%                | 30.22%                | (47,975)             | 2,397,869          | 2,449,894          |
| TRUST                  | 0                 | 0                 | 0                  | 0                 | 0                 | 0.00%                | 0.00%                 | 0.00%                 | (32,135)             | 32,135             | 42,551             |
| CUSTODIAL              | 13,551            | 6,098             | 6,100              | 6,050             | 50                | 99.18%               | 0.00%                 | 0.00%                 | 6,050                | 0                  | 0                  |
| INTERNAL SERVICE       | 7,047,734         | 7,805,471         | 7,710,600          | 2,422,544         | 5,288,056         | 31.42%               | 25.63%                | 32.96%                | 422,217              | 2,000,327          | 2,323,259          |
| OPEB REVOCABLE TRUST   | 0                 | 0                 | 0                  | 0                 | 0                 | 0.00%                | 0.00%                 | 0.00%                 | 0                    | 0                  | 0                  |
| OPEB IRREVOCABLE TRUST | 816,085           | 697,086           | 735,000            | 0                 | 735,000           | 0.00%                | 0.00%                 | 0.00%                 | 0                    | 0                  | 0                  |
| OPEB DEBT SERVICE      | 783,025           | 2,021,775         | 2,033,150          | 174,250           | 1,858,900         | 8.57%                | 9.82%                 | 26.08%                | (24,375)             | 198,625            | 204,250            |
| <b>TOTALS</b>          | <b>86,754,495</b> | <b>57,575,688</b> | <b>26,291,079</b>  | <b>10,219,621</b> | <b>16,071,458</b> | <b>38.87%</b>        | <b>33.65%</b>         | <b>29.36%</b>         | <b>(9,156,420)</b>   | <b>19,376,041</b>  | <b>25,471,755</b>  |
| SUMMARY - ALL FUNDS    |                   |                   | September 30, 2021 |                   |                   | September 30, 2020   |                       |                       | September 30, 2019   |                    |                    |
|                        | June 30, 2020     | June 30, 2021     | Adopted Budget     | YTD               | Budget Remaining  | % of Budget Expended | % of Actuals Expended | % of Actuals Expended | Current YTD vs. PYTD | September 30, 2020 | September 30, 2019 |
| <b>SUMMARY</b>         |                   |                   |                    |                   |                   |                      |                       |                       |                      |                    |                    |
| REVENUE                | 92,028,981        | 90,857,913        | 92,834,243         | 13,397,119        | 79,437,124        | 14.43%               | 28.06%                | 27.39%                | (12,095,901)         | 25,493,020         | 25,208,578         |
| EXPENDITURES           | 150,214,740       | 122,869,913       | 96,949,387         | 21,958,524        | 74,990,863        | 22.65%               | 23.02%                | 23.52%                | (6,327,825)          | 28,286,350         | 35,331,585         |
| SPENDING VARIANCE      | (58,185,760)      | (32,012,000)      | (4,115,144)        | (8,561,405)       | N/A               | N/A                  | N/A                   | N/A                   | (5,768,076)          | (2,793,330)        | (10,123,007)       |



**CONSENT AGENDA - FOR ACTION**

**Agenda Item IV.B.**

**Board of Education**  
Independent School District 280  
Richfield, Minnesota

**Regular Meeting, November 22, 2021**

**Subject: PERSONNEL ITEMS**

(Recommended by Superintendent)

That the Board of Education approve the following personnel items:

**Classified Part Time Position for Employment – Facilities and Transportation**

**John Nielsen** – 10 hr/wk – Bus Driver – Effective 11/8/2021

**Classified Part Time Position for Employment – Paraprofessional**

**Muna Abdi** – 38 hr/wk – Testing Coordinator – RMS

Effective 11/15/2021

**Emma Garcia** – 32.5 hr/wk – Special Education – RDLS

Effective 11/29/2021

**Yaneli Sanchez Hernandez** – 32.5 hr/wk – Special Education – Centennial

Effective 11/16/2021

**Classified Part Time Position for Employment - Food & Nutrition Services**

**Laurie Synker** – 25 hr/wk – Kitchen Assistant – RHS

Effective 11/4/2021

**Classified Part Time Resignation – Paraprofessional**

**Whitney Chase** – Special Education – RHS

Effective 10/25/2021

**Classified Part Time Resignation – Facilities and Transportation**

**Mark Shifflet** – Bus Driver/Building Cleaner

Effective 11/19/2021

**Classified Part Time Resignation - Food & Nutrition Services**

**Laurie Synker** – Kitchen Assistant – RHS

Effective 11/12/2021

**Jodi Karels** – Kitchen Assistant – RSTEM

Effective 11/16/2021

**OLD BUSINESS – FOR ACTION**

**Agenda Item V.A.**

**Board of Education**  
Independent School District 280  
Richfield, Minnesota

**Regular Meeting, November 22, 2021**

**Subject: Collection of Unpaid Obligations**

(Recommended by the Superintendent)

Passage upon a third read of Policy 708: Collection of Unpaid Obligations and Administrative Guideline 708.1. This policy was brought forward for a first read on 10/4/21 and a second read on 10/18/21. This policy was also reviewed by Safe & Supportive Schools for additional feedback from families and students.

**Attachments:**

Policy 708: Collection of Unpaid Obligations - redlined  
Administrative Guideline 708.1 - redlined

**RICHFIELD PUBLIC SCHOOLS**

**COLLECTION OF UNPAID OBLIGATIONS**

**I. PURPOSE**

The purpose of this policy is to clarify for employees, students, parents/guardians and the community the school district's intent to pursue collections on unpaid obligations.

**II. GENERAL STATEMENT OF POLICY**

The Richfield School District requires the payment of fees for participation in school activities, services such as Pay-To-Ride Transportation, rental of properties and the sale of consumables. Therefore, it is necessary and in the School District's fiscal interest to undertake respectful efforts to collect on unpaid obligations as well as the bad or worthless checks it may receive from its customers. The School Board directs the superintendent to develop the necessary guidelines to implement the collection of unpaid obligations as provided by law.

~~ADOPTED~~ RATIFIED BY THE BOARD OF EDUCATION: February 9, 2004

REVIEWED AND REAFFIRMED BY THE BOARD OF EDUCATION: October 7, 2013; November 22, 2021

**RICHFIELD PUBLIC SCHOOLS**

**ADMINISTRATIVE GUIDELINES**

**COLLECTION OF UNPAID OBLIGATIONS**

**I. INTRODUCTION**

The purpose of this administrative guideline is to assist in the implementation of a ~~b~~Board ~~p~~Policy pertaining to the collection of unpaid obligations and collections on bad checks received by the ~~school district~~Richfield Public Schools.

**II. STUDENT FEES & FINES**

The District endeavors to make student fees as affordable as possible. Fees for participation in athletics are established on a sliding scale, with lower costs for students who qualify for reduced price meals, and even lower costs for students who qualify for free meals. When students or families are unable to pay participation fees upfront, there is an option to set up a payment plan or an alternative plan. An alternative plan may be created in collaboration with the Activities Director or the Director of Community Education and the family. The alternative plan may include service or other contribution to the activity as a substitute for payment.

The ~~School~~District ~~shall~~may initiate collection procedures for the recovery of unpaid obligations from parents/guardians and students. The collection of an unpaid obligation shall not deny the student's right to a public education. However, any form of an unpaid obligation may limit the student's opportunity for participation in any/all ~~non-extra~~curricular activities and services (sports, extra-curricular activities, pay-to-ride transportation,~~graduation ceremony~~, etc.) until such time as there is resolution to the unpaid obligation or alternative plan initiated.

Activities/services may be suspended as soon as an unpaid obligation is identified (grades PreK-12). Suspension of activities/services may only be initiated after several methods of documented communication with the family have been completed and the unpaid obligation remains without a plan established. Wherever possible, the student's participation in the fee-based-paid activity or service will recommence ~~after~~as soon as the applicable fee or payment has been received or an alternative plan has been initiated.

~~Services shall be terminated at the time of any known unpaid obligation (grades K-12).~~

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All schools shall assist in maintaining a ~~history-record~~ of unpaid obligations ~~and bad credit~~.

A. School Communications

The schools shall annually publish a fee notification in their August ~~Welcome-Back to School, parent newsletter~~ family messages. The notification shall contain:

1. The description of any and all activity or service-related fees describing the benefit.
2. A statement indicating when payment is due.
3. A statement that an unpaid obligation may limit a student's opportunity to participate in ~~non-extra~~curricular activities and services.
4. The person to contact if experiencing financial difficulty.

The school shall also provide ~~the~~ initial notification to the parent/guardian and/or the student in writing of any fines assessed for the loss of, or damage to school property.

III. TENANTS & PERMIT USERS

A. Past Due Notification

As a general practice, past due notifications for unpaid obligations after 30 days will be mailed a past due invoice, over 45 days will be sent a past due statement, and after 60 days will receive a personal phone call from a business office staff member.

B. Collection Agency Referral

If the past due notification process is unsuccessful, the business office may engage the use of a collection agency.

IV. NON-SUFFICIENT FUND CHECKS

In circumstances when notified by the bank that a check written to the ~~School-District~~ is ~~worthless-not depositable~~ due to non-sufficient funds (NSF) or an overdraft, the business office will follow actions as outlined in III.A. A statutory \$25 fee may be assessed for NSF checks.

V. PAYMENT OF MEALS

We strongly encourage all families to complete the Application for Educational Benefits each school year to determine eligibility for free or

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reduced-price lunch. Families may complete the Application for Educational Benefits anytime throughout the year to reflect any changes that may impact determination of eligibility. Each household is financially responsible for all charged meals consumed by their child either before the approval of an application, after the denial of benefits for income over the USDA guidelines, or the election to not fill out an application. We will use every possible outreach strategy to inform all families about the need to provide money for student meals. We send out a notification and instruction postcard to each household during the second week of August annually.

A. Every student has a meal account. When the balance in their meal account reaches zero, a student will continue to receive meals with a full choice of school-provided full, reimbursable meal options. When the balance reaches zero however, students will not be allowed to charge for additional entrees or a la carte items until funds are available in the account to cover the cost of the additional entrees or a la carte items. Under no circumstances shall any student be turned away from a USDA meal of their choice. Under no circumstances shall any student receive restricted choice related to USDA meal options provided to students.

B. Under Minn. Stat. § 124D.111, full meals will be available without charge to all participating students who qualify for free or reduced-price meals regardless of account balance. Additionally, a full meal will be available to all students regardless of lunch balance. Under no circumstances shall any student be turned away from a USDA meal of their choice. Under no circumstances shall any student receive restricted choice related to USDA meal options provided to students.

C. When a lunch account has a negative account balance, a la carte, snack and/or double entree items will not be available regardless of paid, free or reduced-price lunch status.

The full process relating to unpaid meal accounts is found in Policy 112: Wellness and Administrative Guideline 112.2: Nutrition Services Operations and Meal Charges.

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LEGAL REFERENCES: Minn. Stat. §123B.35-38 (Pupil Fee Law)  
15 U.S.C. §1692 et seq. (Fair Debt Collection Practices Act)

CROSS REFERENCES:  
Board Policy 112 (Wellness) and Administrative Guideline 112.2  
Board Policy 781 (Student Activities)

Section 700  
Non-Instructional Operations

Administrative Guideline 708.1  
Page 4

Board Policy 651 (~~Mission and Philosophy of the Richfield Interscholastic Athletic~~  
and Activity Program)  
Board Policy 781 (School Activities)

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Dated: February 9, 2004

Reviewed:

Revised: November 7, 2013; November 22, 2021

**OLD BUSINESS – FOR ACTION**

**Agenda Item V.B.**

**Board of Education**  
Independent School District 280  
Richfield, Minnesota

**Regular Meeting, November 22, 2021**

**Subject: Acceptance of Gifts**

(Recommended by the Superintendent)

Passage upon a third read of Policy 706: Acceptance of Gifts.

**Attachments:**

Policy 706: Acceptance of Gifts - redlined

MSBA Model Policy 706: Acceptance of Gifts



Independent School District 280  
Richfield Public Schools

**ACCEPTANCE OF GIFTS**

**I. PURPOSE**

The purpose of this policy is to provide guidelines for the acceptance of gifts by the school board.

**II. GENERAL STATEMENT OF POLICY**

It is the policy of the Richfield Public Schools to accept gifts only in compliance with state law.

**III. ACCEPTANCE OF GIFTS GENERALLY**

The school board may receive, for the benefit of the school district, bequests, donations or gifts for any proper purpose. The school board shall have the sole authority to determine whether any gift or any precondition, condition, or limitation on use included in a proposed gift furthers the interests of or benefits the school district and whether it should be accepted or rejected. This may be done with a routine vote at the Board's discretion.

**IV. GIFTS OF REAL OR PERSONAL PROPERTY**

The school board may vote to accept a gift, grant or devise or personal property only by the adoption of a resolution approved by two-thirds of its members ~~at the Board's discretion.~~ The resolution must fully describe any conditions placed on the gift. The real or personal property so accepted may not be used for religious or sectarian purposes.

**V. FINANCIAL GIFTS TO SUPPORT HIRING OF PERSONNEL**

If a financial gift is offered to support the hiring of personnel, the school board must authorize the addition or retention of positions prior to the commencement of recruitment. Recruitment, selection, assignment and supervision of personnel shall be in accordance with applicable laws, collective bargaining agreements, and district personnel procedures and practices. Financial support for the position will be paid to the district, not directly to the person occupying the position.

**VI. ADMINISTRATION IN ACCORDANCE WITH TERMS**

If the school board agrees to accept a bequest, donation, gift, grant or devise which contains preconditions, conditions or limitations on use, the school board shall administer it in accordance with those terms. Once accepted, a gift shall be the property of the school district unless otherwise provided in the agreed upon terms.

**Legal References:** Minn. Stat. §123B.02, Subd. 6 (Bequests, Donations, Gifts)  
Minn. Stat. §465.03 (Gifts)

~~ADOPTED~~ RATIFIED BY THE BOARD OF EDUCATION: November 1, 1999

REVISED BY THE BOARD OF EDUCATION: September 17, 2007, ~~;~~ October 21, 2013; November 22, 2021

REAFFIRMED BY THE BOARD OF EDUCATION: February 19, 2002

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 706

Orig. 1995

Revised: \_\_\_\_\_

Rev. 2007

## **706 ACCEPTANCE OF GIFTS**

***[Note: The provisions of this policy substantially reflect statutory requirements.]***

### **I. PURPOSE**

The purpose of this policy is to provide guidelines for the acceptance of gifts by the school board.

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

It is the policy of this school district to accept gifts only in compliance with state law.

### **III. ACCEPTANCE OF GIFTS GENERALLY**

The school board may receive, for the benefit of the school district, bequests, donations or gifts for any proper purpose. The school board shall have the sole authority to determine whether any gift or any precondition, condition, or limitation on use included in a proposed gift furthers the interests of or benefits the school district and whether it should be accepted or rejected.

### **IV. GIFTS OF REAL OR PERSONAL PROPERTY**

The school board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members. The resolution must fully describe any conditions placed on the gift. The real or personal property so accepted may not be used for religious or sectarian purposes.

***[Note: This voting requirement and gift use provision is specified by Minn. Stat. § 465.03.]***

### **V. ADMINISTRATION IN ACCORDANCE WITH TERMS**

If the school board agrees to accept a bequest, donation, gift, grant or devise which contains preconditions, conditions or limitations on use, the school board shall administer it in accordance with those terms. Once accepted, a gift shall be the property of the school district unless otherwise provided in the agreed upon terms.

#### **Legal References:**

Minn. Stat. § 123B.02, Subd. 6 (Bequests, Donations, Gifts)

Minn. Stat. § 465.03 (Gifts)

#### **Cross References:**

**Board of Education**  
Independent School District 280  
Richfield, Minnesota

**Regular Meeting, November 22, 2021**

**Subject: Amendment No. 2 to Communications Site Lease**

(Recommended by the Superintendent)

That the Board of Education approve the AMENDMENT NO. 2 TO COMMUNICATIONS SITE LEASE with Verizon Wireless for additional access and funding for the cell tower located at Richfield High School.

**Background:**

Richfield Public Schools has been approached by representatives for Verizon Wireless regarding work to be completed on equipment currently under lease at the Richfield High School stadium. As part of this work, an additional easement is needed.

In order to provide the additional easement, the attached amendment is recommended for approval. The original Communication Site Lease was dated March 17, 2003. The District has reviewed this agreement with legal counsel and negotiated funds to support the costs associated with this transaction.

SITE NAME: MIN Augsburg Park

## AMENDMENT NO. 2 TO COMMUNICATIONS SITE LEASE

This AMENDMENT NO. 2 TO COMMUNICATIONS SITE LEASE ("Amendment") is made this \_\_\_\_\_ day of \_\_\_\_\_, 202\_\_ by and between **INDEPENDENT SCHOOL DISTRICT NO. 280** ("LESSOR"), a Minnesota independent school district, and **Cellco Partnership d/b/a Verizon Wireless** ("LESSEE"), a Delaware general partnership, success by merger with Verizon Wireless (VAW) LLC, with its principal office located at One Verizon Way, Mail Stop 4AW100, Basking Ridge, New Jersey 07920, with reference to the facts set forth in the Recitals below:

### RECITALS

A. LESSOR and LESSEE are parties to a Communications Site Lease dated March 17, 2003, and Amendment No. 1 to Communications Site Lease dated May 1, 2009 (collectively, the "Agreement"), whereby LESSOR has leased a portion of LESSOR's Property (as defined in the Agreement) to LESSEE.

B. LESSOR and LESSEE desire to amend the Agreement to document and provide for additional utility routes to LESSEE to serve LESSEE's premises.

### AGREEMENT

NOW, THEREFORE, in consideration of the facts contained in the Recitals above, the mutual covenants and conditions below, and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties agree as follows:

1. ADDITIONAL UTILITY ROUTES. The Agreement is hereby amended to provide that LESSOR grants to LESSEE the use of the utility routes shown on Exhibit B-2, attached hereto and made a part hereof. LESSEE may use the utility routes for the installation, operation and maintenance of fiber lines, wires, cables, and conduits to service its communications facility.

2. ADDITIONAL RENT. As additional consideration for this Amendment, LESSEE agrees to pay LESSOR a one-time, lump sum payment in the sum of Two Thousand and No/100 Dollars (\$2,000.00) as additional rent, which shall be due and payable within ninety (90) days of the full execution of this Amendment and which shall be non-refundable. The parties understand and agree that this additional rent is being paid for the purpose of reimbursing LESSOR for its administrative costs.

3. RATIFICATION OF THE AGREEMENT. Except as specifically modified by this Amendment, the parties agree that all of the terms and conditions of the Agreement are in full force and effect and remain unmodified, and the parties hereby ratify and reaffirm the terms

and conditions of the Agreement and agree to perform and comply with the same. In the event of a conflict between any term or provision of the Agreement and this Amendment, the terms and provisions of this Amendment shall control. In addition, except as otherwise stated in this Amendment, all initially capitalized terms will have the same respective defined meaning stated in the Agreement. All captions are for reference purposes only and shall not be used in the construction or interpretation of this Amendment.

IN WITNESS WHEREOF, LESSOR and LESSEE have caused this Amendment to be executed by each party's duly authorized representative effective as of the date written below.

**LESSOR:**

Independent School District No. 280,  
a Minnesota public school district

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Its: Chairperson

By: \_\_\_\_\_

Print Name: \_\_\_\_\_

Its: Clerk

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

**LESSEE:**

Cellco Partnership  
d/b/a Verizon Wireless

By: \_\_\_\_\_

Name: \_\_\_\_\_

Its: \_\_\_\_\_

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

*Remainder of page intentionally left blank*

**Exhibit "B - 2"**

**(See Attached Sketch of Additional Utility Routes)**



MAXCELL INNERDUCT:

1. G.C. TO INSTALL 2" 3-CELL MAXCELL DETECTABLE INNERDUCT IN PROPOSED CONDUIT FROM MMHH AT R.O.W. TO THE COMPOUND SHELTER JUNCTION BOX.
2. MODEL #MXED52223GR WWW.MAXCELL.US.
3. G.C. TO VERIFY FINAL LENGTH, AND PRODUCT REQUIREMENTS FOR INSTALLATION PRIOR TO INSTALL.
4. MAXCELL NOT TO ENTER THE SHELTER OR BUILDING AND TO TERMINATE AT THE JUNCTION BOX.
5. IN ADDITION TO MAXCELL G.C. TO INSTALL (1) PULL STRING/ MULE TAPE WITHIN CONDUIT ALONGSIDE MAXCELL.

NOTES:

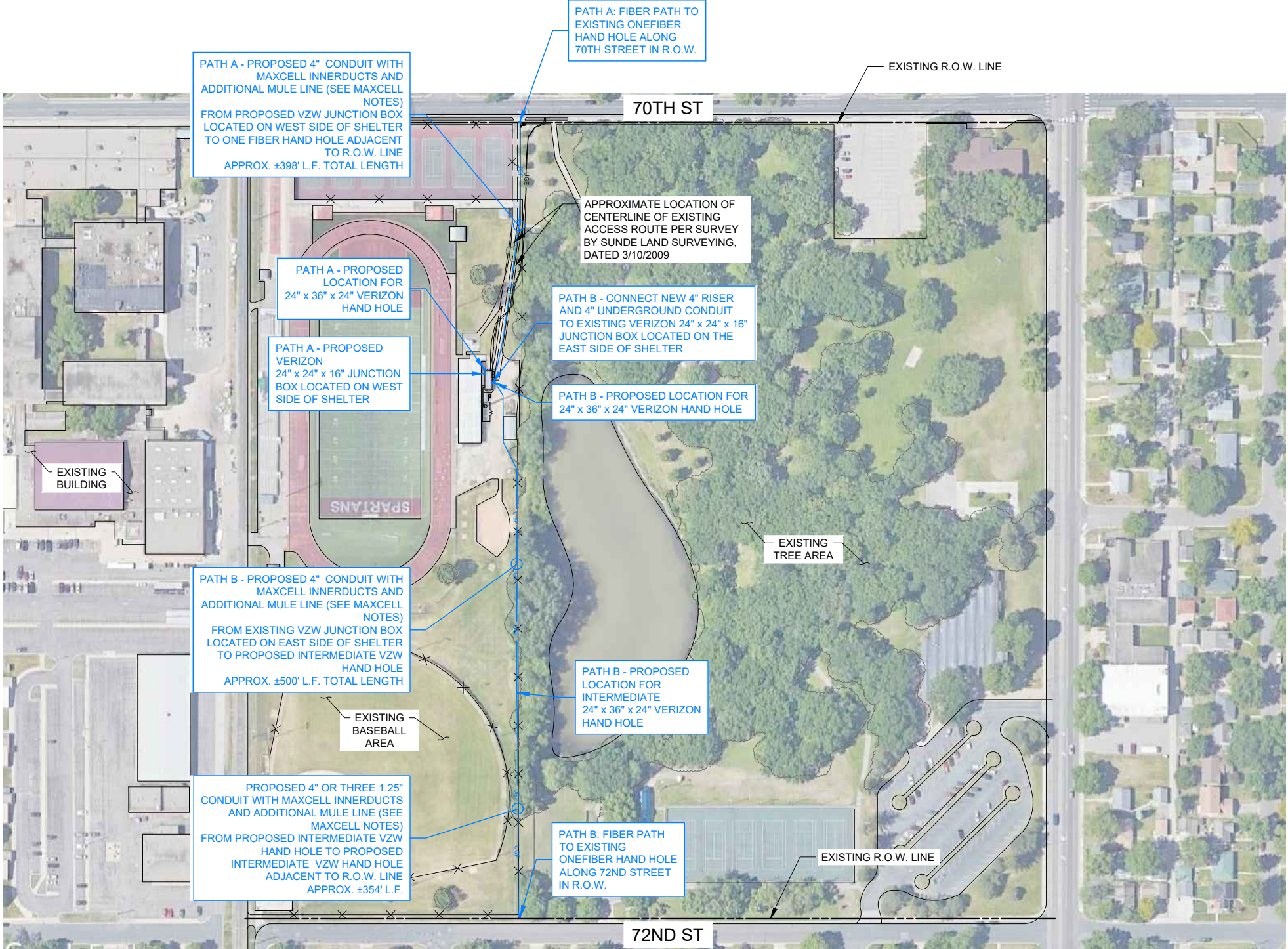
1. CONTRACTOR TO COORDINATE PUBLIC AND PRIVATE UTILITY LOCATES PRIOR TO CONSTRUCTION START. NOTIFY THE ARCHITECT/ ENGINEER AND THE VZW CONSTRUCTION ENGINEER IMMEDIATELY OF ANY UTILITY LINE ISSUES.
2. EXISTING UNDERGROUND UTILITY LOCATIONS ARE APPROXIMATE AND NOT ALL UTILITIES ARE SHOWN. CONTRACTOR IS RESPONSIBLE TO NOT DAMAGE UNDERGROUND UTILITIES AND MUST CONDUCT BOTH PUBLIC AND PRIVATE UTILITY LOCATES BEFORE EXCAVATING.
3. A SURVEY WAS NOT PERFORMED ON THIS PROJECT. THE EXISTING SITE LAYOUT SHOWN IS BASED ON INFORMATION PROVIDED BY OTHERS AND THE ARCHITECT/ ENGINEER MAKES NOT WARRANTY, EXPRESSED OR IMPLIED, OF THE ACCURACY OF THE INFORMATION AND THE PERFORMANCE OF THE PREVIOUSLY COMPLETED CONSTRUCTION AS SHOWN ON THESE DOCUMENTS.
4. PRIOR TO CONSTRUCTION COMMENCEMENT, CONTRACTOR SHALL VERIFY EXISTING CONDITIONS, PENETRATIONS, CONDUIT SIZES LOCATIONS AND TYPES. CONTRACTOR TO VERIFY PROPERTY AND R.O.W. LOCATIONS.
5. CONTRACTOR TO PROVIDE & INSTALL SCHED. 40 PVC CONDUIT, (SCHEDULE 80 PVC UNDER ROADS AND DRIVES), 4" INSIDE DIAMETER WITH LARGE SWEEP ELBOWS, MULE TAPE (MINIMUM OF 42" BELOW GRADE). PROVIDE ONE DETECTABLE RIBBON OVER TRENCHED CONDUITS. DIRECTIONAL BORE CONDUITS TO BE 4" SDR-11 HDPE.
6. CONTRACTOR TO PROVIDE AND INSTALL EXPANSION JOINT SLEEVE CONNECTIONS TO PREVENT DIFFERENTIAL MOVEMENT AT UTILITY CONNECTIONS. INSTALL PER MANUFACTURER'S SPECIFICATIONS AND RECOMMENDATIONS.
7. CONTRACTOR TO PROVIDE HAND HOLES/ PULL BOXES. SIZE TO BE 24" x 36" x 24" DEEP AND "TRAFFIC RATED" IN PAVED, DRIVABLE AREAS. PROVIDE PEA GRAVEL BASE AND FLOOR FOR HAND HOLES/ PULL BOXES.
8. FIBER TYPE SHALL BE OSP RATED PER FIBER PROVIDER. CONFIRM FIBER PRIOR TO CONSTRUCTION COMMENCEMENT.
9. CONTRACTOR SHALL RESTORE AREAS, INCLUDING LANDSCAPE, DISTURBED BY CONSTRUCTION TO PRE-CONSTRUCTION CONDITIONS OR BETTER.
10. DIRECTION BORING IS TO BE USED AS FIRST PREFERENCE WHENEVER POSSIBLE.
11. A HAND HOLE/ PULL BOX IS TO BE INSTALLED A MAXIMUM OF EVERY 500 LF OF EVERY CONDUIT SEGMENT.
12. A HAND HOLE/ PULL BOX IS REQUIRED AT EVERY SECOND 90° TURN WHEN UTILIZING DIRECTION BORING. IF HAND TRENCHED, THEN EVERY THREE TURNS MUST HAVE ONE HAND HOLE.

LEGEND:

- UGF — = EXISTING UNDERGROUND FIBER
- UGF — = PROPOSED UNDERGROUND FIBER
- OHF — = EXISTING OVERHEAD FIBER
- OHF — = PROPOSED OVERHEAD FIBER
- = PROPOSED HANDHOLE
- = EXISTING HANDHOLE



CALL 48 HOURS BEFORE DIGGING  
GOPHER STATE ONE CALL  
TWIN CITIES AREA (651) 454-0002  
MN. TOLL FREE 1-800-252-1166



SHEET CONTENTS:  
SITE PLAN

| NO | BY | DATE     | DESCRIPTION               | A/E/B | A/E/B | A/E/B |  |  |  |
|----|----|----------|---------------------------|-------|-------|-------|--|--|--|
|    |    |          |                           |       |       |       |  |  |  |
| A  |    | 07/30/21 | ISSUED FOR REVIEW         |       |       |       |  |  |  |
| 0  |    | 08/03/21 | ISSUED FOR FINAL          |       |       |       |  |  |  |
| 1  |    | 08/09/21 | UPDATED PER VERIZON LEGAL |       |       |       |  |  |  |
|    |    |          |                           |       |       |       |  |  |  |
|    |    |          |                           |       |       |       |  |  |  |
|    |    |          |                           |       |       |       |  |  |  |

LOC. # 189795

MIN  
AUGSBURG PARK

215 WEST 70TH ST  
RICHFIELD, MN 55432

|             |          |
|-------------|----------|
| DRAWN BY:   | A.E.B    |
| CHECKED BY: | TAZ      |
| DATE:       | 07/30/21 |
| PROJECT #:  | 166-203  |

SHEET TITLE  
SITE PLAN

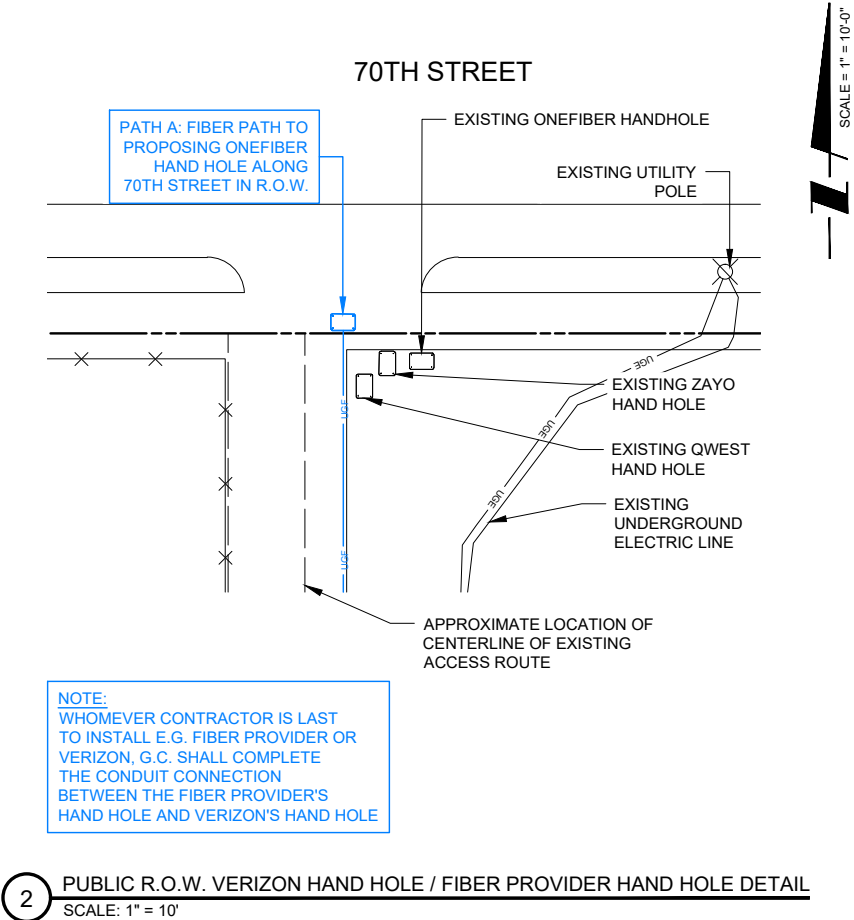
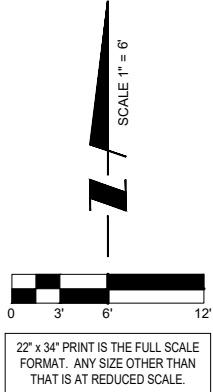
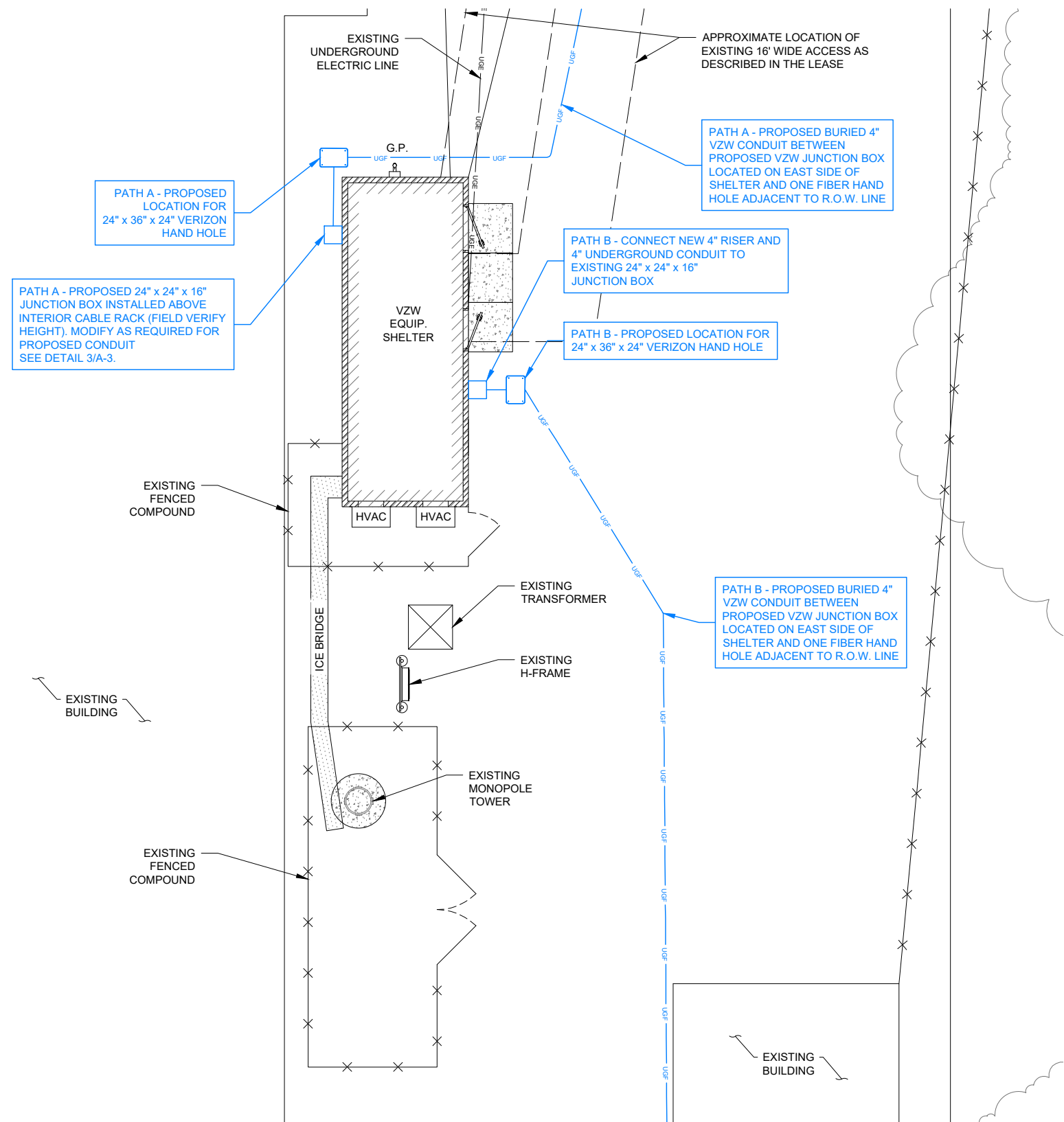
SHEET NUMBER  
**A-1**



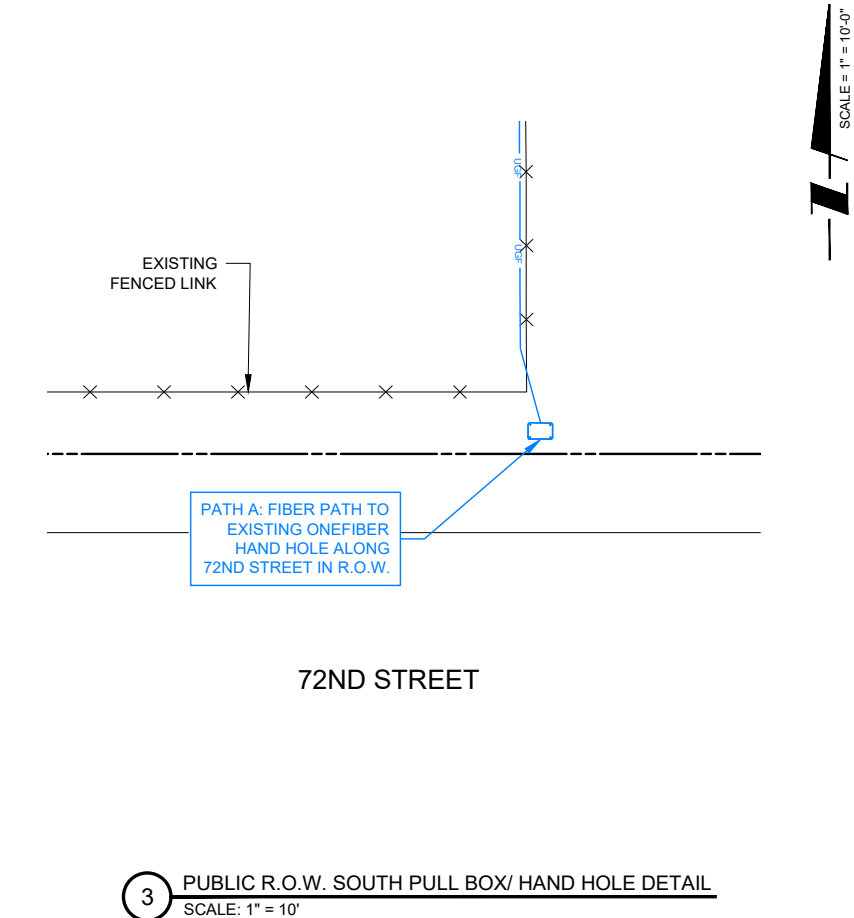


CALL 48 HOURS BEFORE DIGGING  
GOPHER STATE ONE CALL  
TWIN CITIES AREA (651) 454-0002  
MN. TOLL FREE 1-800-252-1166

1 COMPOUND PLAN  
SCALE: 1" = 6'



2 PUBLIC R.O.W. VERIZON HAND HOLE / FIBER PROVIDER HAND HOLE DETAIL  
SCALE: 1" = 10'



3 PUBLIC R.O.W. SOUTH PULL BOX/ HAND HOLE DETAIL  
SCALE: 1" = 10'



SHEET CONTENTS:  
COMPOUND PLAN  
NORTH PULL BOX / HAND HOLE  
DETAIL  
SOUTH PULL BOX / HAND HOLE  
DETAIL

| NO. | REVISIONS | DESCRIPTION               | DATE     | BY | A.E.B. |
|-----|-----------|---------------------------|----------|----|--------|
|     |           |                           |          |    |        |
| 1   |           | ISSUED FOR REVIEW         | 07/30/21 |    |        |
| 0   |           | ISSUED FOR FINAL          | 08/03/21 |    |        |
| 1   |           | UPDATED PER VERIZON LEGAL | 08/09/21 |    |        |

LOC. # 189795  
MIN  
AUGSBURG PARK

215 WEST 70TH ST  
RICHFIELD, MN 55432

|             |          |
|-------------|----------|
| DRAWN BY:   | A.E.B.   |
| CHECKED BY: | TAZ      |
| DATE:       | 07/30/21 |
| PROJECT #:  | 166-203  |

SHEET TITLE  
COMPOUND PLAN  
AND DETAILS

SHEET NUMBER  
**A-2**

**NEW BUSINESS - FOR ACTION**

**Agenda Item VI.B.**

**Board of Education**  
Independent School District 280  
Richfield, Minnesota

**Regular Meeting, November 22, 2021**

**Subject: SHERIDAN HILLS Facilities Project Change Orders #028 & #029**

(Recommended by the Superintendent)

That the Board of Education approve SHERIDAN HILLS Facilities Project Change Orders #028 & #029 for a net increase of \$32,431.00.

**Background Information**

- Sheridan Hills Elementary Change Order #028 – An addition of \$24,868.00 for replacement of existing domestic water piping in the tunnel that was found to be deteriorating and leaking due to corrosion.
- Sheridan Hills Elementary Change Order #029 – An addition of \$7,563.00 for scope changed during construction with the majority of these costs associated with additional floor leveling required due to existing floor level variations. Also included are added electrical, fire alarm and low voltage items. There is also a credit to omit the trex panels on the trash enclosure to limit the weight on the trash gates. Metal panels will be installed in lieu of the trex panels outside of this contract.

|  |                 |
|--|-----------------|
| The original (Contract Sum)  | \$9,582,000.00  |
| Net Change by previously authorized Change Orders                          | \$467,112.00    |
| The contract sum prior to these Change Orders                              | \$10,049,112.00 |
| The contract sum will be increased by these Change Orders in the amount of | \$32,431.00     |
| The new contract sum including all Change Orders will be                   | \$10,081,543.00 |



ICS  
1331 Tyler Street NE, Suite 101  
Minneapolis, Minnesota 55413  
Phone: (763) 354-2670  
Fax: (763) 780-2866

**Project:** S180064 - SHRDN - ISD #280, Richfield Sheridan Hills  
Elementary 2019 Additions & Renovations  
6400 Sheridan Avenue South  
Richfield, Minnesota 55423

## Contract Change Order #028: Corval CO 028

|                               |  |                         |   |
|-------------------------------|--|-------------------------|---|
| <b>CONTRACT COMPANY:</b>      | <b>Corval Group</b><br>1633 Eustis Street<br>St. Paul, Minnesota 55108 | <b>CONTRACT FOR:</b>    | SC-S180064 - SHRDN-001:Corval Group Single Prime Contract |
| <b>DATE CREATED:</b>          | 11/15/2021   | <b>CREATED BY:</b>      | Raeann Wynn (ICS - Minneapolis, MN)                       |
| <b>CONTRACT STATUS:</b>       | Approved   | <b>REVISION:</b>        | 0   |
| <b>REQUEST RECEIVED FROM:</b> |  | <b>LOCATION</b>         |   |
| <b>DESIGNATED REVIEWER:</b>   |  | <b>REVIEWED BY:</b>     |   |
| <b>DUE DATE:</b>              |  | <b>REVIEW DATE:</b>     | 11/15/2021  |
| <b>INVOICED DATE:</b>         |  | <b>PAID DATE:</b>       |   |
| <b>REFERENCE:</b>             |  | <b>CHANGE REASON:</b>   | Client Request  |
| <b>PAID IN FULL:</b>          | No   | <b>EXECUTED:</b>        | No  |
| <b>ACCOUNTING METHOD:</b>     | Amount Based   | <b>SCHEDULE IMPACT:</b> |   |
| <b>FIELD CHANGE:</b>          | No   | <b>TOTAL AMOUNT:</b>    | \$24,868.00   |

### DESCRIPTION:

Included in this change order are costs to replace sections of existing water piping in the tunnel areas that are deteriorating and leaking due to corrosion.

CE #145 - PR 045 - Area 'B' Leaking Piping Replacement: \$24,868.00  
PR 045 - Area 'B' Leaking Piping Replacement

### ATTACHMENTS:

[PR#45 - Leaking Waterlines Rev 2.pdf](#) [PR 045 - AREA 'B' LEAKING PIPING REPLACEMENT.pdf](#)

### CHANGE ORDER LINE ITEMS:

|  |                  |
|--|------------------|
| The original (Contract Sum)  | \$ 9,582,000.00  |
| Net change by previously authorized Change Orders                        | \$ 467,112.00    |
| The contract sum prior to this Change Order was                          | \$ 10,049,112.00 |
| The contract sum will be increased by this Change Order in the amount of | \$ 24,868.00     |
| The new contract sum including this Change Order will be                 | \$ 10,073,980.00 |
| The contract time will not be changed by this Change Order by            |                  |

**Corval Group**  
1633 Eustis Street  
St. Paul Minnesota 55108

**Wold Architects & Engineers**  
332 Minnesota Street, Suite W2000  
St. Paul Minnesota 55101

**Independent School District #280**  
7001 Harriet Avenue S.  
Richfield Minnesota 55423

SIGNATURE DATE

SIGNATURE DATE

SIGNATURE DATE



ICS  
1331 Tyler Street NE, Suite 101  
Minneapolis, Minnesota 55413  
Phone: (763) 354-2670  
Fax: (763) 780-2866

**Project:** S180064 - SHRDN - ISD #280, Richfield Sheridan Hills  
Elementary 2019 Additions & Renovations  
6400 Sheridan Avenue South  
Richfield, Minnesota 55423

## Contract Change Order #029: Corval CO 029

|                               |  |                         |  |
|-------------------------------|--|-------------------------|--|
| <b>CONTRACT COMPANY:</b>      | <b>Corval Group</b><br>1633 Eustis Street<br>St. Paul, Minnesota 55108 | <b>CONTRACT FOR:</b>    | SC-S180064 - SHRDN-001:Corval Group Single Prime Contract                          |
| <b>DATE CREATED:</b>          | 11/15/2021   | <b>CREATED BY:</b>      | Raeann Wynn (ICS - Minneapolis, MN)  |
| <b>CONTRACT STATUS:</b>       | Approved   | <b>REVISION:</b>        | 0  |
| <b>REQUEST RECEIVED FROM:</b> |  | <b>LOCATION</b>         |  |
| <b>DESIGNATED REVIEWER:</b>   |  | <b>REVIEWED BY:</b>     |  |
| <b>DUE DATE:</b>              |  | <b>REVIEW DATE:</b>     | 11/15/2021   |
| <b>INVOICED DATE:</b>         |  | <b>PAID DATE:</b>       |  |
| <b>REFERENCE:</b>             |  | <b>CHANGE REASON:</b>   | Client Request   Design Development   Existing Condition   Inspector/Code Required |
| <b>PAID IN FULL:</b>          | No   | <b>EXECUTED:</b>        | No   |
| <b>ACCOUNTING METHOD:</b>     | Amount Based   | <b>SCHEDULE IMPACT:</b> |  |
| <b>FIELD CHANGE:</b>          | No   | <b>TOTAL AMOUNT:</b>    | \$7,563.00   |

### DESCRIPTION:

Included in this change order are costs to install (2) markerboards, provide rough-in for a card reader at an exterior entrance, modify existing fire damper to meet code, provide additional electrical outlets to accommodate programmatic changes, modify/relocate existing electrical components to accommodate new construction, provide additional floor leveling/prep in the Kitchen area and provide rough-in and install new device to replace an existing non-functioning exterior fire alarm strobe.

Also included in this change order is a credit to omit the trash enclosure gate "Trex" slats, alternate product/finish to be provided.

CE #099 - GCPR#47 - Staff Lounge Markerboards Pricing: \$520.00  
Install Owner provided whiteboards in the Staff Lounge

CE #136 - GCPR #84 - Card Reader Rough in Area A: \$522.00  
GCPR #84 - Card Reader Rough in Area A

CE #138 - RFCO - 2nd Floor AHU Dampers: \$857.00  
Mechanically lock open the face and bypass the dampers in the second floor air handling unit located near the gym

CE #140 - RFCO - Added Power in Rm 138A: \$828.00  
RFCO - Added Power in Rm 138A

CE #141 - RFCO - GCPR#86 - RFI#312 Floor Leveling: \$4,305.00  
RFCO - GCPR#86 - RFI#312 Floor Leveling

CE #142 - RFCO - Credit to Omit Trex on Trash Enclosure: (\$2,500.00)

CE #146 - GCPR#83 - RFI#320 - Existing outlets Pricing: \$1,066.00  
GCPR#83 - RFI#320 - Existing outlets Pricing

CE #147 - GCPR#82 - RFI#322 - Exterior FA Pricing: \$1,965.00  
GCPR#82 - RFI#322 - Exterior FA Pricing

### ATTACHMENTS:



[GCPR#89 - Trex Credit.pdf](#) [GCPR#47 - Staff Lounge Markerboards Pricing Rev 3.pdf](#) [GCPR#87 - Add power with data 138A Rev1.pdf](#) [GCPR#88 - 2nd floor AHU Dampers.pdf](#) [GCPR#86 - RFI#312 Floor Leveling Revised.pdf](#) [GCPR#82 - RFI#322 - Exterior FA Pricing.pdf](#) [GCPR#83 - RFI#320 - Existing outlets Pricing.pdf](#) [GCPR#84 - Card Reader Rough in Area A Pricing.pdf](#)

---

**CHANGE ORDER LINE ITEMS:**

---

|  |                  |
|--|------------------|
| The original (Contract Sum)  | \$ 9,582,000.00  |
| Net change by previously authorized Change Orders                        | \$ 491,980.00    |
| The contract sum prior to this Change Order was                          | \$ 10,073,980.00 |
| The contract sum will be increased by this Change Order in the amount of | \$ 7,563.00      |
| The new contract sum including this Change Order will be                 | \$ 10,081,543.00 |
| The contract time will not be changed by this Change Order by            |                  |

**Corval Group**  
1633 Eustis Street  
St. Paul Minnesota 55108

**Wold Architects & Engineers**  
332 Minnesota Street, Suite W2000  
St. Paul Minnesota 55101

**Independent School District #280**  
7001 Harriet Avenue S.  
Richfield Minnesota 55423

---

**SIGNATURE**

**DATE**

---

**SIGNATURE**

**DATE**

---

**SIGNATURE**

**DATE**

**NEW BUSINESS - FOR ACTION**

**Agenda Item VI.C.**

**Board of Education**  
Independent School District 280  
Richfield, Minnesota

**Regular Meeting, November 22, 2021**

**Subject: SHERIDAN HILLS Abatement Project Change Order #001**

(Recommended by the Superintendent)

That the Board of Education approve SHERIDAN HILLS Abatement Project Change Order #01 for a net increase of \$2,306.00.

**Background Information**

- Sheridan Hills 2021 Abatement Project Change Order #001 – An addition of \$2,306.00 for additional abatement required on insulation around buried piping requiring removal for the kitchen addition project.

|  |             |
|--|-------------|
| The original (Contract Sum)  | \$86,000.00 |
| Net Change by previously authorized Change Orders                          | \$0.00      |
| The contract sum prior to these Change Orders                              | \$86,000.00 |
| The contract sum will be increased by these Change Orders in the amount of | \$2,306.00  |
| The new contract sum including all Change Orders will be                   | \$88,306.00 |

# **AIA** Document G701™ – 2017

## Change Order

|  |   |  |
|--|---|--|
| <b>PROJECT:</b> (Name and address)<br>Sheridan Hills Elementary School -<br>Spring/Summer 2021 Asbestos Removal<br>6400 Sheridan Avenue South<br>Richfield, MN 55423 | <b>CONTRACT INFORMATION:</b><br>Contract For: Asbestos Removal<br><br>Date: April 06, 2021  | <b>CHANGE ORDER INFORMATION:</b><br>Change Order Number: 001<br><br>Date: September 29, 2021                         |
| <b>OWNER:</b> (Name and address)<br>Richfield ISD #280<br>7001 Harriet Avenue South<br>Richfield, MN 55423   | <b>ARCHITECT:</b> (Name and address)<br>Institute for Environmental Assessment<br>9201 West Broadway North, Suite 600<br>Brooklyn Park, MN 55445-1926 | <b>CONTRACTOR:</b> (Name and address)<br>Dennis Environmental Operations<br>551 Topping Street<br>St. Paul, MN 55103 |

### THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

#### Additions to Contract Sum

|   |            |
|---|------------|
| 7/24/21: Remove below slab piping in Kitchen Area             | \$1,378.00 |
| 1.5 supervisor hr @ \$127/hr                                  | \$190.50   |
| 1.5 worker hr @ \$125/hr                                      | \$187.50   |
| 1 additional mobilization @ \$1,000/round trip                | \$1,000.00 |
| 8/10/21: Remove buried transite piping outside Receiving Area | \$1,378.00 |
| 1.5 supervisor hr @ \$127/hr                                  | \$190.50   |
| 1.5 worker hr @ \$125/hr                                      | \$187.50   |
| 1 additional mobilization @ \$1,000/round trip                | \$1,000.00 |

#### Deductions from Contract Sum

|  |            |
|--|------------|
| 6/30- Overloaded TEM clearance samples | <\$450.00> |
| 7/3/21 (3 sets)                        |            |
| 15 samples @ \$30 prep fee/sample      |            |

### TOTAL CHANGE TO CONTRACT SUM

**\$2,306.00**

|  |              |
|--|--------------|
| The original Contract Sum was  | \$ 86,000.00 |
| The net change by previously authorized Change Orders                    | \$ 0.00      |
| The Contract Sum prior to this Change Order was                          | \$ 86,000.00 |
| The Contract Sum will be increased by this Change Order in the amount of | \$ 2,306.00  |
| The new Contract Sum including this Change Order will be                 | \$ 88,306.00 |
| The Contract Time will be unchanged by Zero (0) days.                    |              |
| The new date of Substantial Completion will be Unchanged                 |              |

**NOTE:** This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Institute for Environmental Assessment

ARCHITECT (Firm name)

SIGNATURE

Michael Voss, Project Manager

PRINTED NAME AND TITLE

10/8/2021

DATE

Dennis Environmental Operations

CONTRACTOR (Firm name)

SIGNATURE

Denise Zaske, President

PRINTED NAME AND TITLE

10/13/21

DATE

Richfield ISD #280

OWNER (Firm name)

SIGNATURE

Craig Holje, Chief H/R & Admin Officer

PRINTED NAME AND TITLE

DATE



DENNIS ENVIRONMENTAL OPERATIONS  
551 TOPPING STREET  
ST PAUL MN 55103

DATE: 8/10/21 # OF EMPLOYEES: 2  
JOB NAME: Sheridan Hills Elementary School # OF MANHOURS FOR DAY: \_\_\_\_\_  
MANIFEST #S: \_\_\_\_\_ # OF MANHOURS TO DATE: \_\_\_\_\_

Sign In Log

| NAME            | IN   | OUT  | CERT # | SIGNATURE       |
|-----------------|------|------|--------|-----------------|
| Jessica Mendoza | 6:30 | 8:30 | 8202   | Jessica Mendoza |
| Luis M. Ayala   | 6:30 | 8:30 | 8782   | Luis M. Ayala   |
|                 |      |      |        |                 |
|                 |      |      |        |                 |

Enclosure Access

| NAME | IN | OUT | IN | OUT | CERT # | SIGNATURE |
|------|----|-----|----|-----|--------|-----------|
|      |    |     |    |     |        |           |
|      |    |     |    |     |        |           |
|      |    |     |    |     |        |           |
|      |    |     |    |     |        |           |

Location of removal, type of removal, techniques, estimated quantities, on-site contact, any specific instruction/concerns, and timetable.  
CONTACT PERSON: \_\_\_\_\_

6:30 in the Shop - Pick up the Equipment and load the truck.  
Sub Side 7:00 Am. Cut and wrap 3 pipe line of transite 5' diameter  
Total 51 linear feet. 8:30 Drive Back to the Shop.

AREA WORKED: Sheridan Elementary School MATERIAL REMOVED: Transite Pipe QUANTITY: 51 Lpf

Copy of Sign In Logs.xls

6/22/2015

**DENNIS ENVIRONMENTAL OPERATIONS**  
**551 TOPPING STREET**  
**ST PAUL MN 55103**

DATE: 7/24/21

JOB NAME: Sheriden Hills Elm

# of DUMPSTERS: \_\_\_\_\_

MANIFEST #S: \_\_\_\_\_

# OF EMPLOYEES: \_\_\_\_\_

# OF MANHOURS FOR DAY: \_\_\_\_\_

# OF MANHOURS TO DATE: \_\_\_\_\_

Location of removal, type of removal, techniques, estimated quantities, on-site contact, any specific instruction/concerns, and timetable.

6am - On-site meet with plumber. Take chipping hammer for pipe in tunnel. Break out clay tile & remove pipe & insulation - wrap in poly. Bag up some debris in sand. Remove clay tile pipe & wrap remaining pipe and dispose of. Offsite 730 am

**Sign In Log**

| NAME          | IN   | OUT | CERT # | SIGNATURE          |
|---------------|------|-----|--------|--------------------|
| Al Plakst     | 6 am | 730 | AS1311 | <i>[Signature]</i> |
| Jorge Zarazua | 6 am | 730 | 4528   | Jorge Zarazua      |
|               |      |     |        |                    |
|               |      |     |        |                    |

**Enclosure Access**

| NAME | IN | OUT | IN | OUT | CERT # | SIGNATURE |
|------|----|-----|----|-----|--------|-----------|
|      |    |     |    |     |        |           |
|      |    |     |    |     |        |           |
|      |    |     |    |     |        |           |
|      |    |     |    |     |        |           |

Sign In Logs

2/27/2012

**Board of Education**  
Independent School District 280  
Richfield, Minnesota

**Regular Meeting, November 22, 2021**

**Subject: RMS Facilities Project Change Orders #026 & #027**

(Recommended by the Superintendent)

That the Board of Education approve RMS Facilities Project Change Orders #026 & #027 for a net increase of \$32,942.83.

**Background Information**

- Richfield Middle School Change Order #026 – An addition of \$18,455.22 for Kitchen modifications for the new Braising Pan floor drain, electrical connections for the Ansul Fire Protection System as well as modifications to the piping and sanitary connections.
- Richfield Middle School Change Order #027 – An addition of \$14,487.61 for architectural changes including full height tile in restrooms off of the cafeteria, new exterior grates to replace existing and existing exterior signage removal.

|  |                 |
|--|-----------------|
| The original (Contract Sum)  | \$16,701,000.00 |
| Net Change by previously authorized Change Orders                        | \$921,008.53    |
| The contract sum prior to this Change Order                              | \$17,622,008.53 |
| The contract sum will be increased by this Change Order in the amount of | \$32,942.83     |
| The new contract sum including all Change Orders will be                 | \$17,654,951.36 |



ICS  
1331 Tyler Street NE, Suite 101  
Minneapolis, Minnesota 55413  
Phone: (763) 354-2670  
Fax: (763) 780-2866

**Project:** S180064 - RMS - ISD #280, Richfield Middle School  
7461 Oliver Avenue South  
Richfield, Minnesota 55423

## Contract Change Order #026: Shaw-Lundquist CO 026

|                               |   |                         |   |
|-------------------------------|---|-------------------------|---|
| <b>CONTRACT COMPANY:</b>      | <b>Shaw-Lundquist Associates, Inc.</b><br>2757 West Service Road<br>St. Paul, Minnesota 55121 | <b>CONTRACT FOR:</b>    | SC-S180064 - RMS-001:Shaw-Lundquist Single Prime Contract |
| <b>DATE CREATED:</b>          | 11/15/2021  | <b>CREATED BY:</b>      | Raeann Wynn (ICS - Minneapolis, MN)                       |
| <b>CONTRACT STATUS:</b>       | Approved  | <b>REVISION:</b>        | 0   |
| <b>REQUEST RECEIVED FROM:</b> |   | <b>LOCATION</b>         |   |
| <b>DESIGNATED REVIEWER:</b>   |   | <b>REVIEWED BY:</b>     |   |
| <b>DUE DATE:</b>              |   | <b>REVIEW DATE:</b>     | 11/15/2021  |
| <b>INVOICED DATE:</b>         |   | <b>PAID DATE:</b>       |   |
| <b>REFERENCE:</b>             |   | <b>CHANGE REASON:</b>   |   |
| <b>PAID IN FULL:</b>          | No  | <b>EXECUTED:</b>        | No  |
| <b>ACCOUNTING METHOD:</b>     | Amount Based  | <b>SCHEDULE IMPACT:</b> |   |
| <b>FIELD CHANGE:</b>          | No  | <b>TOTAL AMOUNT:</b>    | \$18,455.22   |

**DESCRIPTION:**

Kitchen modifications for new braising pan drainage and electrical connections for new Ansul fire protection system. Other changes include piping modifications, sanitary connections.

CE #140 - PR #039 - Kitchen Trough Drain RFI #272: \$10,255.25

CE #151 - #307: Kitchen Ansul system: \$3,054.07

CE #152 - #303: RFI #293 Water Piping to Dispenser: \$2,585.10

CE #153 - #280: Plumbing Chase in Between D104 & D106: \$2,560.80

**ATTACHMENTS:**

[Blackhawk PR#-39 RICHFIELD MIDDLE DRAIN.pdf](#), [ICS CE #152 Pricing for Approval RMS 2021-10-14.pdf](#), [ICS CE #151 Pricing for Approval RMS 2021-10-14.pdf](#), [ICS CE #153 Pricing for Approval RMS 2021-10-14.pdf](#), [PR #039 - Kitchen Trough Drain.pdf](#)

**CHANGE ORDER LINE ITEMS:**

|  |                  |
|--|------------------|
| The original (Contract Sum)  | \$ 16,701,000.00 |
| Net change by previously authorized Change Orders                        | \$ 921,008.53    |
| The contract sum prior to this Change Order was                          | \$ 17,622,008.53 |
| The contract sum will be increased by this Change Order in the amount of | \$ 18,455.22     |
| The new contract sum including this Change Order will be                 | \$ 17,640,463.75 |
| The contract time will not be changed by this Change Order by            |                  |



**Shaw-Lundquist Associates, Inc.**  
2757 West Service Road  
St. Paul Minnesota 55121

**Wold Architects & Engineers**  
332 Minnesota Street, Suite W2000  
St. Paul Minnesota 55101

**Independent School District #280**  
7001 Harriet Avenue S.  
Richfield Minnesota 55423

SIGNATURE DATE

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**Project:** S180064 - RMS - ISD #280, Richfield Middle School  
7461 Oliver Avenue South  
Richfield, Minnesota 55423

## Contract Change Order #027: Shaw-Lundquist CO 027

|                               |   |                         |   |
|-------------------------------|---|-------------------------|---|
| <b>CONTRACT COMPANY:</b>      | <b>Shaw-Lundquist Associates, Inc.</b><br>2757 West Service Road<br>St. Paul, Minnesota 55121 | <b>CONTRACT FOR:</b>    | SC-S180064 - RMS-001:Shaw-Lundquist Single Prime Contract |
| <b>DATE CREATED:</b>          | 11/15/2021  | <b>CREATED BY:</b>      | Raeann Wynn (ICS - Minneapolis, MN)                       |
| <b>CONTRACT STATUS:</b>       | Approved  | <b>REVISION:</b>        | 0   |
| <b>REQUEST RECEIVED FROM:</b> |   | <b>LOCATION</b>         |   |
| <b>DESIGNATED REVIEWER:</b>   |   | <b>REVIEWED BY:</b>     |   |
| <b>DUE DATE:</b>              |   | <b>REVIEW DATE:</b>     | 11/15/2021  |
| <b>INVOICED DATE:</b>         |   | <b>PAID DATE:</b>       |   |
| <b>REFERENCE:</b>             |   | <b>CHANGE REASON:</b>   |   |
| <b>PAID IN FULL:</b>          | No  | <b>EXECUTED:</b>        | No  |
| <b>ACCOUNTING METHOD:</b>     | Amount Based  | <b>SCHEDULE IMPACT:</b> |   |
| <b>FIELD CHANGE:</b>          | No  | <b>TOTAL AMOUNT:</b>    | \$14,487.61   |

### DESCRIPTION:

Architectural changes which include going to full height tile in bathrooms in Area D, along with new exterior floor grates, signage removal, and other minor on site field modifications.

CE #092 - #182: Area D bathroom tile: \$6,837.61

CE #143 - #281: Main Entrance Ceiling conflicts: \$426.80

CE #144 - #278: Beam Conflict Main Ent.: No cost impact \$0.00

CE #146 - #291: Transition from masonry to glazed block: \$920.10

CE #154 - #297: Perforated Stairwell Panels: \$1,420.65

CE #155 - Exterior Signage Removal: \$640.20

CE #156 - #101: Existing Grates Into Areaway: \$4,242.25

### ATTACHMENTS:

[ICS CE #146.pdf](#) [ICS CE #143.pdf](#) [ICS CE #092.pdf](#) [ICS CE #156 Pricing for Approval RMS 2021-10-19.pdf](#) [ICS CE #155 Pricing for Approval RMS 2021-10-14.pdf](#) [ICS CE #154 Pricing for Approval RMS 2021-10-14.pdf](#)

### CHANGE ORDER LINE ITEMS:



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|  |                  |
|--|------------------|
| The original (Contract Sum)  | \$ 16,701,000.00 |
| Net change by previously authorized Change Orders                        | \$ 939,463.75    |
| The contract sum prior to this Change Order was                          | \$ 17,640,463.75 |
| The contract sum will be increased by this Change Order in the amount of | \$ 14,487.61     |
| The new contract sum including this Change Order will be                 | \$ 17,654,951.36 |
| The contract time will not be changed by this Change Order by            |                  |

**Shaw-Lundquist Associates, Inc.**  
2757 West Service Road  
St. Paul Minnesota 55121

**Wold Architects & Engineers**  
332 Minnesota Street, Suite W2000  
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**Independent School District #280**  
7001 Harriet Avenue S.  
Richfield Minnesota 55423

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**SIGNATURE**

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**Board of Education**  
Independent School District 280  
Richfield, Minnesota

**Regular Meeting, November 22, 2021**

**Subject: Central Facilities Project Change Order #010**

(Recommended by the Superintendent)

That the Board of Education approve Central Education Center Facilities Project Change Order #010 for a net increase of \$12,636.23.

**Background Information**

- Central Education Center Change Order #010 – An addition of \$12,636.23 for various electrical additions including Electrical hook-ups and disconnect for the toy dishwasher, laminating existing walls to provide a smoother finish, additional soffit as required to conceal mechanical piping and PVC jacketing to cover exposed ductwork in 6 classrooms.

|  |                |
|--|----------------|
| The original (Contract Sum)  | \$4,305,000.00 |
| Net Change by previously authorized Change Orders                          | \$134,492.42   |
| The contract sum prior to these Change Orders                              | \$4,439,492.42 |
| The contract sum will be increased by these Change Orders in the amount of | \$12,636.23    |
| The new contract sum including all Change Orders will be                   | \$4,452,128.65 |





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Project: S180064 - CEC - ISD #280, Richfield Central Ed Center

## Contract Change Order #010: Rochon CO 010

|                               |  |                         |  |
|-------------------------------|--|-------------------------|--|
| <b>CONTRACT COMPANY:</b>      | <b>Rochon Corporation</b><br>28 2nd Street NW, Suite 200<br>Osseo, Minnesota 55369 | <b>CONTRACT FOR:</b>    | SC-S180064 - CEC-001:Rochon Single Prime |
| <b>DATE CREATED:</b>          | 11/15/2021   | <b>CREATED BY:</b>      | Raeann Wynn (ICS - Minneapolis, MN)      |
| <b>CONTRACT STATUS:</b>       | Approved   | <b>REVISION:</b>        | 0  |
| <b>REQUEST RECEIVED FROM:</b> |  | <b>LOCATION</b>         |  |
| <b>DESIGNATED REVIEWER:</b>   |  | <b>REVIEWED BY:</b>     |  |
| <b>DUE DATE:</b>              |  | <b>REVIEW DATE:</b>     | 11/15/2021                               |
| <b>INVOICED DATE:</b>         |  | <b>PAID DATE:</b>       |  |
| <b>REFERENCE:</b>             |  | <b>CHANGE REASON:</b>   | Design Development                       |
| <b>PAID IN FULL:</b>          | No   | <b>EXECUTED:</b>        | No                                       |
| <b>ACCOUNTING METHOD:</b>     | Amount Based   | <b>SCHEDULE IMPACT:</b> |  |
| <b>FIELD CHANGE:</b>          | No   | <b>TOTAL AMOUNT:</b>    | \$12,636.23                              |

### DESCRIPTION:

Included in this change order are costs to provide: upsized electrical hook-ups and disconnect for a toy dishwasher, various minor electrical modifications/relocations, laminate various walls with drywall to provide a better finish, construct an additional gypsum board soffit, minor revisions associated with door hardware and door frame installation and provide new insulation and PVC jacketing on exposed ductwork in (6) locations.

CE #046 - PCO #037 Dishwasher Electrical Hookup: \$1,314.60

CE #047 - PCO #038 Misc Electrical Changes: \$2,705.33  
PCO #038 Misc Electrical Changes

CE #048 - PCO #039 Misc Drywall and Carpentry Changes: \$3,601.50  
PCO #039 Misc Drywall and Carpentry Changes

CE #049 - RFCO - PVC Covering at exposed ducts: \$1,587.60  
RFCO - PVC Covering at exposed ducts

CE #050 - RFCO - Activity Room North Wall Repair: \$3,427.20  
RFCO - Activity Room North Wall Repair

### ATTACHMENTS:

[PCO#040 - PVC Duct Insulation.pdf](#) [PCO#041 - Laminate Sheetrock.pdf](#) [PCO#039 - Misc Drywall and Carpentry Changes.pdf](#) [PCO#038 - Misc. Electrical Changes.pdf](#) [PCO#037 - Dishwasher Electrical Hookup.pdf](#) [PCO#037 - Dishwasher Electrical Hookup.pdf](#)

### CHANGE ORDER LINE ITEMS:

|  |                 |
|--|-----------------|
| The original (Contract Sum)  | \$ 4,305,000.00 |
| Net change by previously authorized Change Orders                        | \$ 134,492.42   |
| The contract sum prior to this Change Order was                          | \$ 4,439,492.42 |
| The contract sum will be increased by this Change Order in the amount of | \$ 12,636.23    |
| The new contract sum including this Change Order will be                 | \$ 4,452,128.65 |
| The contract time will not be changed by this Change Order by            |                 |



**Rochon Corporation**  
28 2nd Street NW, Suite 200  
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**Wold Architects & Engineers**  
332 Minnesota Street, Suite W2000  
St. Paul Minnesota 55101

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7001 Harriet Avenue S.  
Richfield Minnesota 55423

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**Board of Education**  
Independent School District 280  
Richfield, Minnesota

**Regular Meeting, November 22, 2021**

**Subject: Bid Authorization – Richfield Maintenance Building 2021 Remodeling**

(Recommended by the Superintendent)

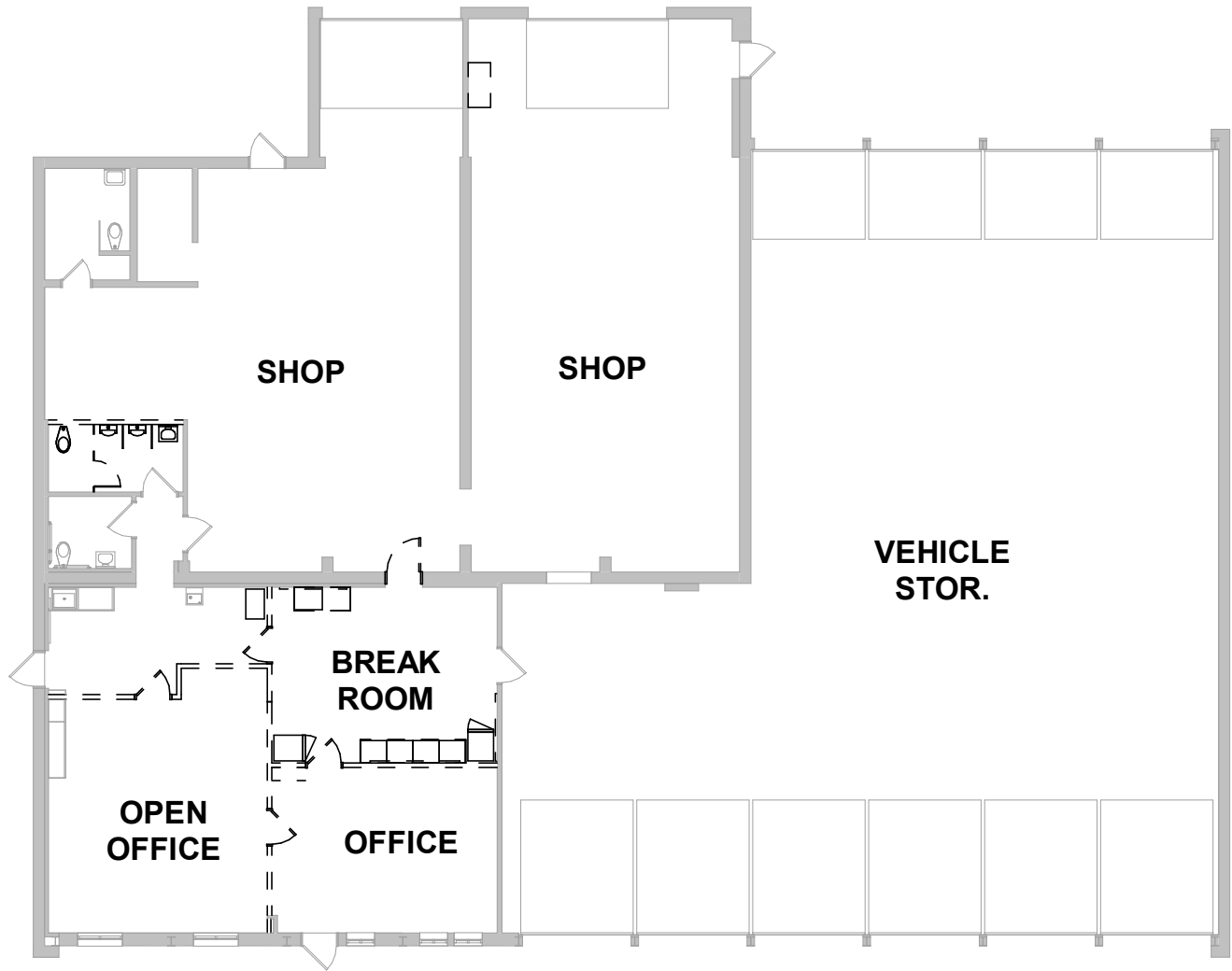
That the Board of Education authorize the administration to seek bids for the Richfield Maintenance Building 2021 Remodeling project.

**Background:**

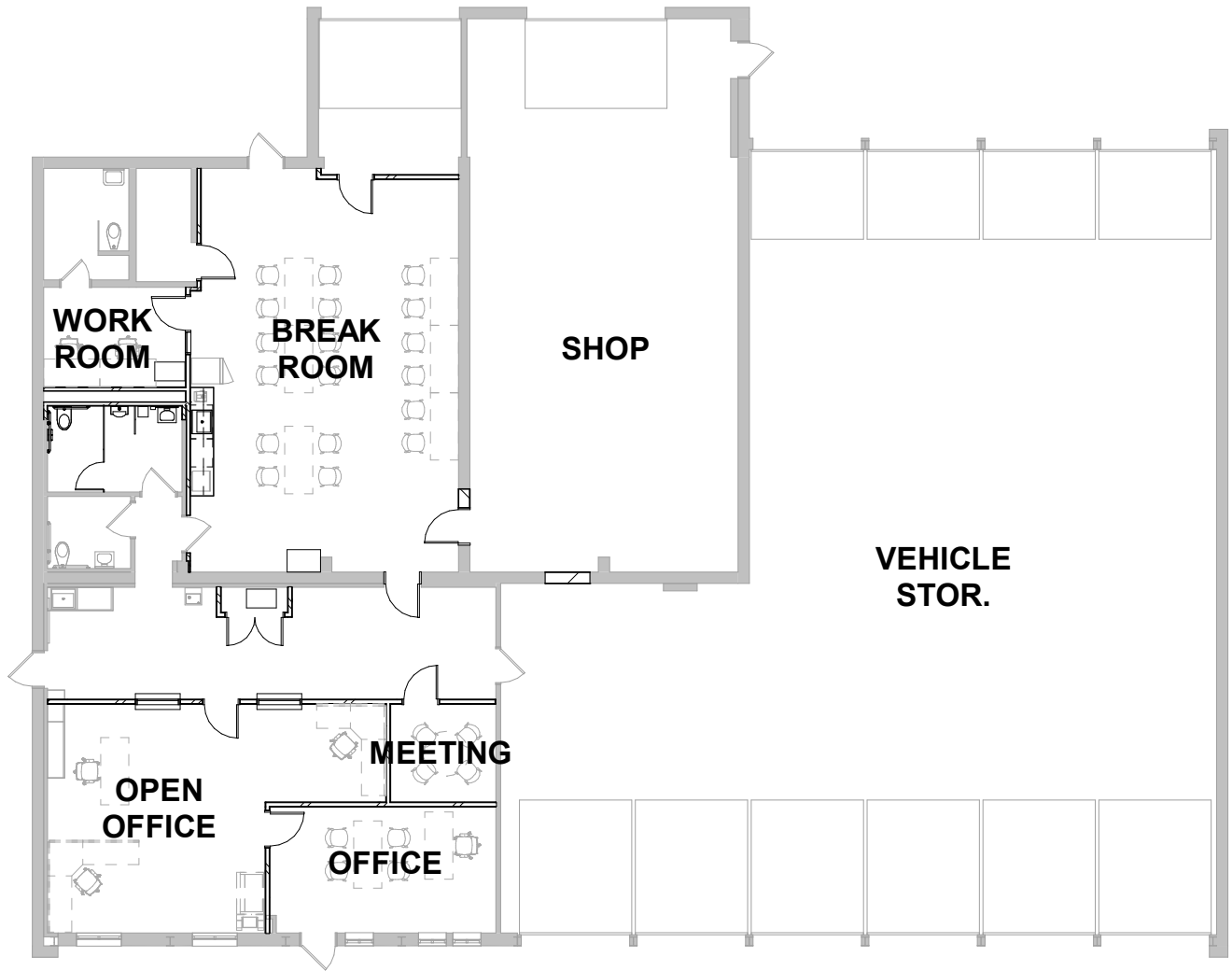
This is an authorization allowing administration to solicit bids for the Remodeling of the Maintenance Building which houses the transportation department. Proposed project work consists of renovation to the interior of the existing building to provide a larger, updated break room that will serve as a training room for bus drivers and maintenance staff. Also included are renovations to the office space as well as restroom improvements to meet ADA requirements.

The project is planned to be primarily paid through the 2017 Facilities Bond Referendum project. Additional funding sources, if required, will utilize LTFM budgeted funds. The estimated cost for this project is \$400,000. We are proposing to issue the plans for bids on November 29<sup>th</sup>, with a bid date of mid-December. If awarded, work is scheduled to begin around March 1, 2022 with completion by mid June, 2022. Plans and Specifications have been prepared by Wold Architects and Engineers with overall project management by ICS.





1 MAIN LEVEL DEMOLITION PLAN  
1/16" = 1'-0"



2 MAIN LEVEL FLOOR PLAN  
1/16" = 1'-0"