

## 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, September 16, 2019**  
**7:00 pm School Board Meeting**  
**District Board Room**

- 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. Summer School Update
    - 2. Edina Comprehensive Plan
    - 3. Review of Opening Week - Enrollment Figures
    - 4. Superintendent Goals – Draft Two
- IV. CONSENT AGENDA
  - A. Routine Matters
    - 1. Minutes of the regular meeting held September 3, 2019
    - 2. General Disbursements as of September 11, 2019 for \$651,949.55.
    - 3. Investments Holdings as of September 11, 2019
  - B. Personnel Items
- V. OLD BUSINESS
  - A. Policy 105 Tobacco Free Environment
  - B. Policy 606 and 606.1 - Home Schooling and Administrative Guidelines – Non-Public or Home School Participation in Shared Time Programs
  - C. Policy 585 and 585.1 - Student Surveys and Administrative Guidelines

## VI. NEW BUSINESS

- A. Property, Liability, Fleet, Professional, Faithful Performance and Cyber Liability Insurance Renewal
- B. Preliminary Levy Certification 2019 Payable 2020
- C. Assurance of Compliance with State and Federal Law Prohibiting Discrimination
- D. Donations

## VII. ADVANCE PLANNING

### A. Legislative Update

- 1. MSBA Advocacy Tour: 8:30 a.m. Saturday, September 21, 2019  
League of Minnesota Cities, 145 University Avenue West, St. Paul

### B. Information and Questions from Board

### C. Future Meeting Dates

|                 |        |   |
|-----------------|--------|---|
| 10-7-19         | 7:00pm | Regular Board Meeting                   |
| 10-21-19        | 7:00pm | Regular Board Meeting (Public Comment)  |
| 11-7-19* Thurs. | 7:00pm | Canvass Results of the General Election |

### D. Suggested/Future Agenda Items

## VIII. CLOSED SESSION AS ALLOWED BY MINNESOTA STATUTE 13D.03 FOR LABOR NEGOTIATIONS STRATEGY

## IX. REOPEN MEETING

## X. ADJOURN REGULAR MEETING

*Enriching and accelerating learning*



## **Richfield Summer Programming 2019**

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Erin Burggraff, Paul Collier, Sarah Egberg, Rowda Moallin, Teresa Stadem

September 16, 2019

*Enriqueciendo y acelerando el aprendizaje*

# Teaching Points



**RICHFIELD**  
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By the end of this presentation, RPS Board Members and the Richfield Community will:

- Learn how the Summer Program is aligned to the RPS mission and the RPS strategic plan.
- Identify updated information and data regarding the 2019 Richfield Summer Programs.
- Understand how the summer leaders use data to improve summer programming for students.



# Mission and Vision



**RICHFIELD**  
PUBLIC SCHOOLS



## Richfield Public Schools:

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

## Summer Programming:

*Engage all students in **science-based,  
experiential learning** aligned to rigorous  
standards through **constructivist experiences.***

# K-4 Summer Program



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## TO LEARN...

### K-4 Curriculum and Instructional Programming

- Students were hosted at Sheridan Hills and Centennial Elementary
- RPS teacher-developed curriculum
  - Kindergarten- Life Cycles
  - 1<sup>st</sup> Grade- Forces in Motion in Nature
  - 2<sup>nd</sup> Grade- Minnesota Ecosystems and Climate
  - 3<sup>rd</sup> Grade- Pollinator Power and the Natural World
  - 4<sup>th</sup> Grade- Natural Resources, Pollution, and Conservation
- Project-Based Learning through Science and Experiential Learning Time
  - Each student outside conducting experiments daily (60-90 minutes)

Each student took at least two off-campus field trips to support science curriculum





## TO LEARN...

### Picturing Writing

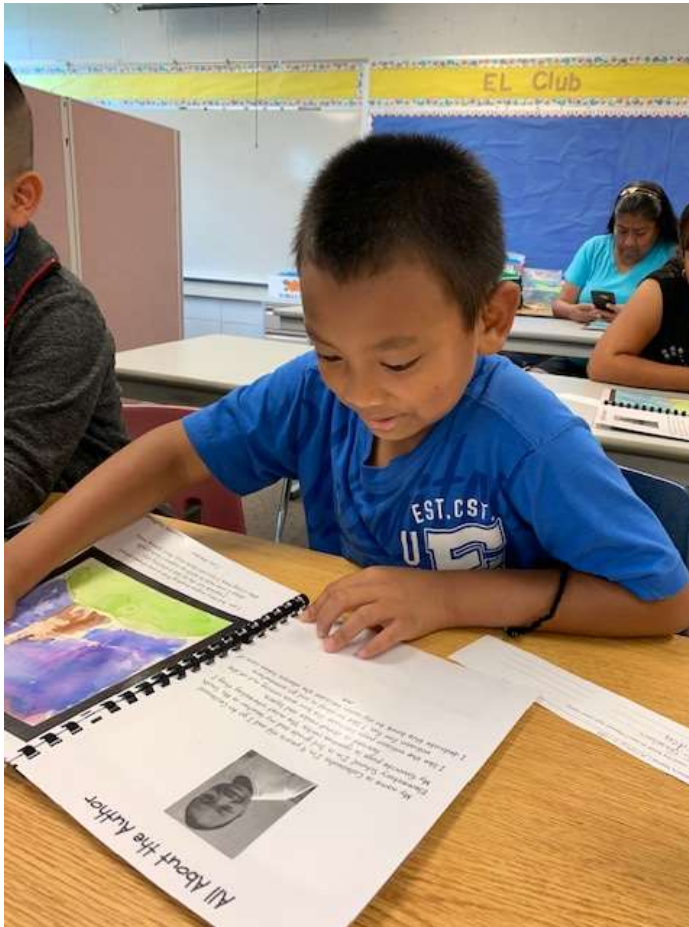
- Summer Program Model for Level 1 and 2 ELs
- Taught by trained EL Teachers

### Reading and Math Interventionists

- Support Classroom Instruction
- Targeted Small Group Work
- Targeted Skill Development

### Dual Language Interventionist

- Reading and Math in Spanish
- Targeted Small Group Work



# K-4 Summer Program



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## TO LEARN...

### Positive Behavior Intervention Supports (PBIS)

- Student Engagement System to provide Social Emotional support for students
- Rewards positive choices in academics and behavior
- Promotes shared sense of belonging and identity
- Provides individual and school wide encouragement

Spartan Pride Ticket  
Be Respectful  
Be Responsible  
Be Safe



Academic

Behavior

Staff:

Student:





# K-4 Summer Program



Centennial: 7:50-2:05

Sheridan Hills: 8:25-2:40

## TO LEARN...

K-4 Attendance & Reporting Data:

**6.25** hours per student each day

Average Daily Attendance:

**379** students

Active community and parent engagement

- Bilingual Family Support
- Robo-calls/Parent Phone Calls
- Emails
- Field Trip Chaperoning open to all

# K-4 Summer Program

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## TO GROW...

Continuous Learning Plans (CLPs)

Focused, targeted CLPs aligned to teacher  
written formative assessments and rubrics

Writing, Math, Social Emotional Growth





## TO GROW

How many students receiving intervention made growth from pre-assessment to post-assessment?

Reading: 85%

Math: 57%

# K-4 SUMMER PROGRAM STAFFING



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| Position  | Number of Staff |
|---|-----------------|
| Coordinators  | 2               |
| Licensed Elementary Teachers (classroom teachers/specialists) | 28              |
| Reading and Math Intervention Teachers                        | 8               |
| Instructional Paraprofessionals                               | 13              |
| Clerical Paraprofessionals                                    | 3               |
| Health Assistants   | 2               |

56 total staff for K-4 Summer Program 11

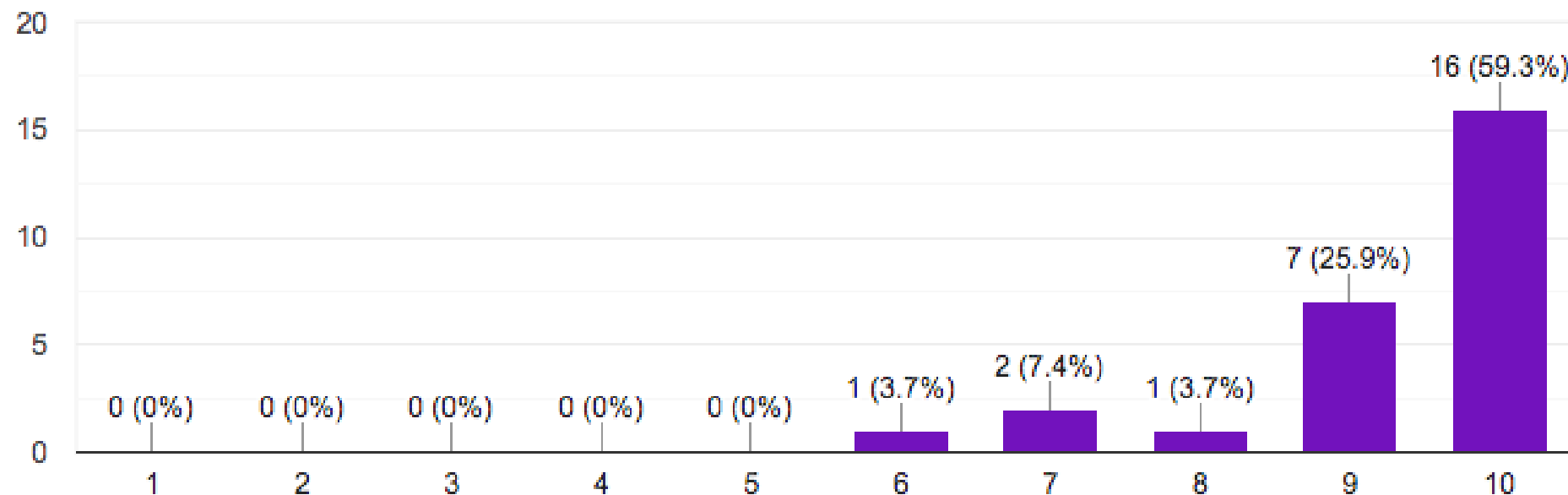
# K-4 Staff Survey



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On a scale from 1-10, with 1 being the lowest and 10 being the highest, please rate your satisfaction level in terms of support from the Site Coordinator during summer school in 2019.

27 responses





# K-4 Staff Survey



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## Staff Feedback:

*"I love the hands-on aspects and field trip experiences that are built in."*

*"The students were encouraged to have fun while learning"*

## PBIS:

*"Kids get really excited about earning tickets and seeing their goals reached"*

*"Students were motivated, it made a difference in their behavior."*



# Areas for Growth: Goals 2020



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Based on survey results and student data:

**Goal #1:** *Revise and update curriculum and materials.*

**Goal #2:** *Re-evaluate Math interventions for effectiveness.*

**Goal #3:** *Refine and improve registration and student data procedures.*

# MIDDLE SCHOOL SUMMER PROGRAM OVERVIEW



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## INSPIRE

- **Hands-on learning** engaged student interest
- **Instruction of grade-level standards** promoted readiness for fall
- **Experienced teaching staff** facilitated positive classroom management and best practices for instruction
- **Revised schedule** offered academic support, content variety and enrichment opportunities





# MIDDLE SCHOOL SUMMER PROGRAM OVERVIEW



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## EMPOWER

- **Project Based Learning**
- Small & Large Group Supports
  - ELs (Picturing Writing)
  - STEAM Instruction for ALL
  - Social/Emotional Support
  - ELA and Math
- Focus on the **whole child**
- **PROACTIVE** push-in support for both academics and behavior intervention



# MIDDLE SCHOOL SUMMER PROGRAM OVERVIEW



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## LEARN: INDIVIDUAL LEARNING PLAN (ILP)

| Student Objectives  | Learning Experiences  | Pre-Assessment Results  |   | Post-Assessment Results   |   | Growth                           |
|---|---|---|---|---|---|----------------------------------|
| LANGUAGE ARTS   |   |   |   |   |   |                                  |
| Students will improve their reading of fiction and non-fiction texts.<br>Students will improve fiction and non-fiction writing skills.          | <ul style="list-style-type: none"><li>Guided practice</li><li>Small &amp; large group instruction</li><li>One-on-one reading &amp; writing interventions</li><li>Authentic project based learning</li></ul>                               | Student can read and comprehend grade level text  | 1 / 2 / 3 / 4                                   | Student can read and comprehend grade level text  | 1 / 2 / 3 / 4                                   | No / Yes                         |
|   |   | Students can analyze and interpret grade level text   | 1 / 2 / 3 / 4                                   | Students can analyze and interpret grade level text   | 1 / 2 / 3 / 4                                   | No / Yes                         |
|   |   | Students can respond to a fiction or nonfiction prompt in an organized, cohesive, and well-developed manner.  | 1 / 2 / 3 / 4                                   | Students can respond to a fiction or no-fiction prompt in an organized, cohesive, and well-developed manner.  | 1 / 2 / 3 / 4                                   | No / Yes                         |
| MATH  |   |   |   |   |   |                                  |
| Students will increase their proficiency by a rate of at least 1 additional math concept  | <ul style="list-style-type: none"><li>Direct instruction</li><li>Small group practice</li><li>Independent practice</li><li>One-on-one interventions</li><li>Prodigy Math</li></ul>  | Student shows understanding of concepts using: <ul style="list-style-type: none"><li>Order of operations with Integers</li><li>Solving for single-variable equations with distribution</li><li>Determine if a series is arithmetic or geometric</li></ul> | 1 / 2 / 3 / 4<br>1 / 2 / 3 / 4<br>1 / 2 / 3 / 4 | Student shows understanding of concepts using: <ul style="list-style-type: none"><li>Order of operations with Integers</li><li>Solving for single-variable equations with distribution</li><li>Determine if a series is arithmetic or geometric</li></ul> | 1 / 2 / 3 / 4<br>1 / 2 / 3 / 4<br>1 / 2 / 3 / 4 | No / Yes<br>No / Yes<br>No / Yes |
| STEM  |   |   |   |   |   |                                  |
| Students will increase their understanding and application of scientific method   | <ul style="list-style-type: none"><li>Hands-on STEM activities</li><li>Project-based learning</li><li>Direct instruction</li><li>Independent practice</li><li>Small group enrichment</li><li>Small group interventions</li></ul>          | Student uses inquiry to investigate questions   | 1 / 2 / 3 / 4                                   | Student uses inquiry to investigate questions   | 1 / 2 / 3 / 4                                   | No / Yes                         |
|   |   | Student can explain how scientific method is used to investigate a theory   | 1 / 2 / 3 / 4                                   | Student can explain how scientific method is used to investigate a theory   | 1 / 2 / 3 / 4                                   | No / Yes                         |
|   |   | Student can develop a theory and apply the scientific method to investigate   | 1 / 2 / 3 / 4                                   | Student can develop a theory and apply the scientific method to investigate   | 1 / 2 / 3 / 4                                   | No / Yes                         |
| SOCIAL EMOTIONAL LEARNING - TEAM BUILDING   |   |   |   |   |   |                                  |
| Students will increase capacity to integrate skills, attitudes and behaviors to deal effectively and ethically with daily tasks and challenges. | <ul style="list-style-type: none"><li>Social/Emotional Small Groups</li><li>Small Group Team Building</li><li>Cooperation (Teachers &amp; Peers)</li><li>Following Directions (Teachers)</li><li>Transitions Between Activities</li></ul> | Shares respectfully in circle   | 1 / 2 / 3 / 4                                   | Shares respectfully in circle   | 1 / 2 / 3 / 4                                   | No / Yes                         |
|   |   | Is willing to participate to achieve a task   | 1 / 2 / 3 / 4                                   | Is willing to participate to achieve a task   | 1 / 2 / 3 / 4                                   | No / Yes                         |
|   |   | Actively listens to peers   | 1 / 2 / 3 / 4                                   | Actively listens to peers   | 1 / 2 / 3 / 4                                   | No / Yes                         |
|   |   | Reacts appropriately and positively to others   | 1 / 2 / 3 / 4                                   | Reacts appropriately and positively to others   | 1 / 2 / 3 / 4                                   | No / Yes                         |



# MIDDLE SCHOOL SUMMER PROGRAM OVERVIEW



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## GROW: SOCIAL EMOTIONAL GROWTH AND SUPPORT

### Team Building Curriculum

- Promote movement
- Build community within and among grade levels
- Communicate and reflect



### Push-in Support

- Foster positive relationships among staff and students
- Mediate and address issues quickly
- Communicate and reflect





## EXCEL: 6-8 SUMMER PROGRAM SUMMARY

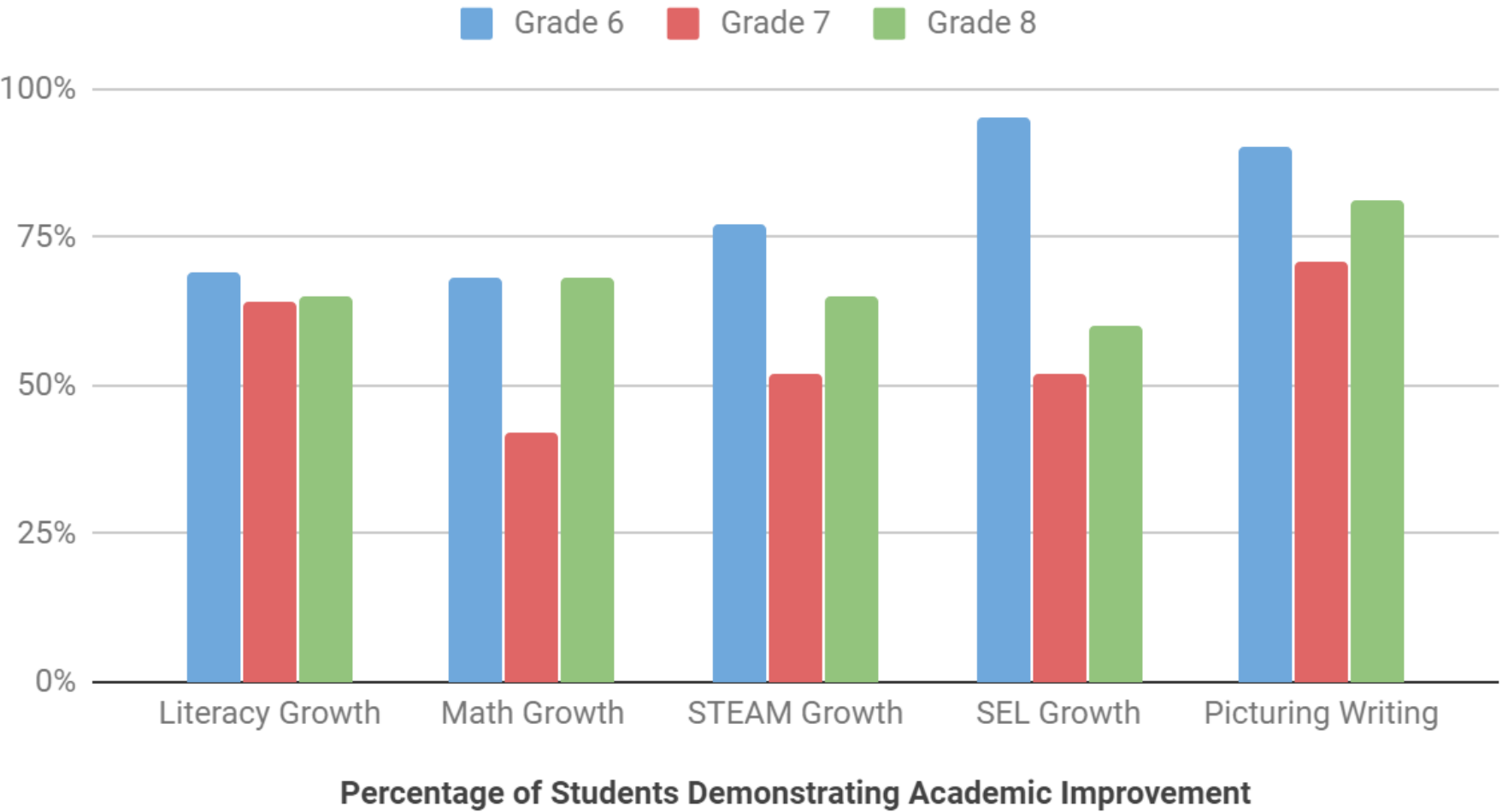
### 6-8 Attendance and Reporting Data

- Students attended **4.5** hours per student each day
- Staff members included **13** licensed teachers, **4** instructional and clerical support staff members and **1** administrative intern
- **298** students registered for first day of summer school
- Average Daily Attendance: **196** students
- Attendance represents an **11% increase from 2018**

# MIDDLE SCHOOL SUMMER PROGRAM OVERVIEW

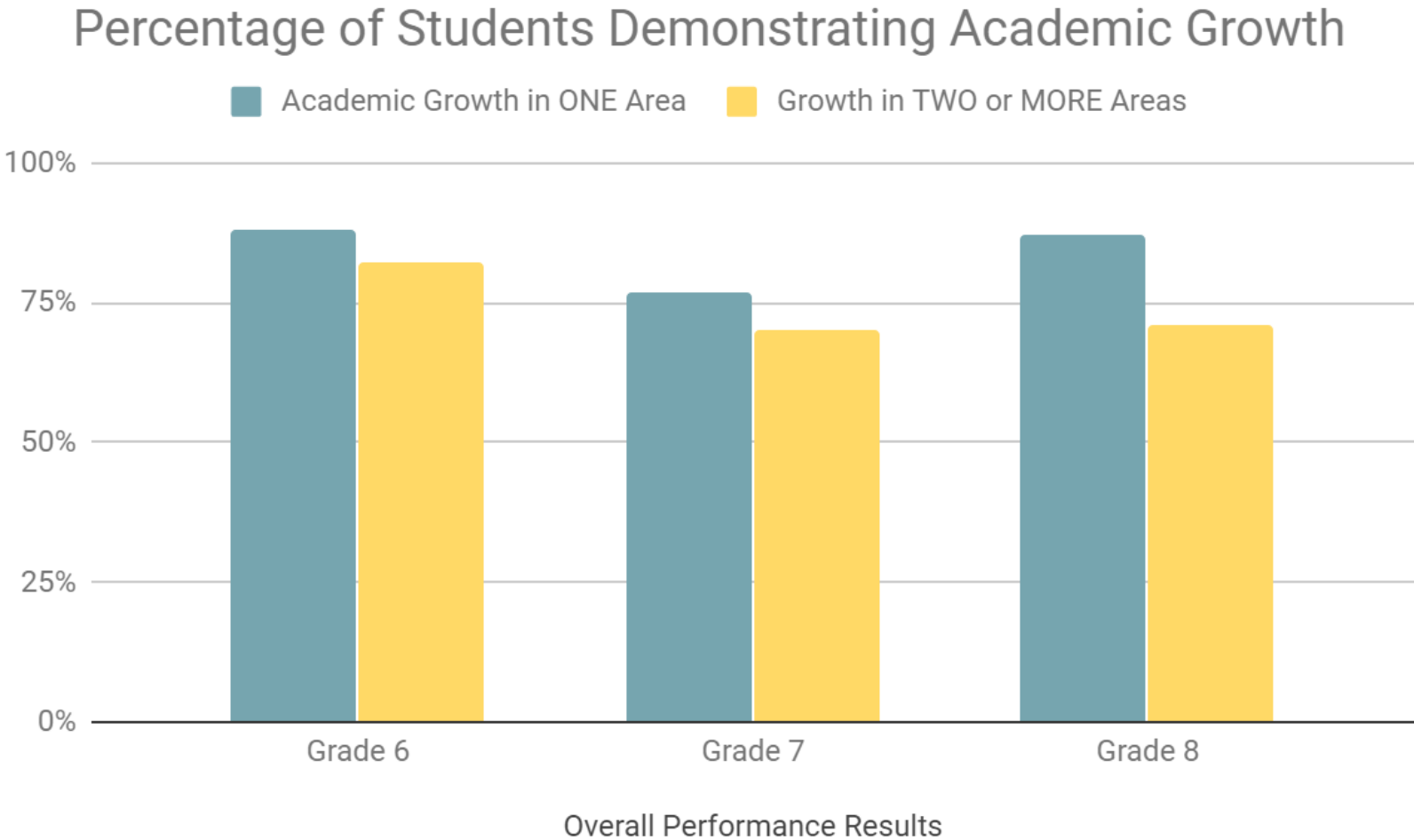
## EXCEL

### Grades 6-8 Performance Results



# MIDDLE SCHOOL SUMMER PROGRAM OVERVIEW

## 6-8 SUMMER PROGRAM SUMMARY





## AREAS FOR GROWTH

### **Program Registration**

RMS recruits students from THREE grade levels and FIVE buildings

Creating an online registration system would:

- Assist in ongoing outreach to eligible students and their families
- Streamline data entry
- Improve communication with families for program logistics, schedules and busing
- Ensure adequate staffing

### **Student Engagement and Consistent Attendance**

Attract and retain eligible students

Engage and motivate ALL students to achieve at high levels





## PROGRAM STRENGTHS

**The following shows feedback from 11 of 13 teaching staff who responded:**

91% agreed or strongly agreed that **administrative support** was given quickly and effectively when challenges were experienced in the classroom

91% indicated summer school 2019 was a **positive teaching and learning experience**

100% agreed or strongly agreed that **communication** from the administrative team was clear and timely throughout the summer

### Staff Comments

*“The schedule, the planning, and the communication from admin were highlights. Cannot say enough about how switched on admin was.”*

*“This was an excellent summer school experience. Communication from Erin was timely and pertinent. She did an awesome job in supporting me in my classroom.”*

*“Paul is a great relationship manager. He's able to support students and help them regulate.”*

*“Behavior assistance was great. Supplies were plenty (maybe a few more pencils). Also, I loved the overall support I got whenever I needed it. Great job guys!”*

# MIDDLE SCHOOL SUMMER PROGRAM OVERVIEW



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## PROGRAM STRENGTHS

RMS summer programming was all about our kids!



# 9-12 Summer Program

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**Two programs offered:**

**Spartan Camp** which serves incoming 9th graders

**Credit Recovery** which serves current 9-12th graders

**General program elements:**

**Dates: June 17-July 25**

**Hours: 9:00 am - 1:30 pm**

**Transportation available for eligible students**

**Breakfast and Lunch provided**

**CLPs for all students**

# Spartan Camp: Incoming 9<sup>th</sup> grade students



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Focus of Spartan Camp is to support students entering RHS as freshman

- Focus on relationship building
- Targeted skill development
- Reading strategies
- Study skills
- Discussion & problem solving
- Students may earn .5 elective credit





# Spartan Camp: Incoming 9<sup>th</sup> grade students



46 students participated this summer

- ELL students
- Special Education

32 students earned credit

- Met the attendance requirement
- Completed all required assignments





## Independent Study

- Students may potentially earn 1-3 credits
- Blended model curriculum- online and self-paced curriculum with

licensed teacher support

- **Edgenuity** available to all students 24 hours a day

--New curriculum

**61 students enrolled**

**37 credits earned**

- significant increase from 2018





## Professional Learning Communities

- Focus on student work and outcomes
- Data driven accountability
- Social and emotional support for students
- Targeted Interventions

## Project-Based Learning

- Science-based experiential learning
- Age appropriate themes aligned to student need
- Results driven through data tracking and student outcomes

## Parent and Community Engagement

- Guest speakers from Richfield and University of MN
- Weekly contact with families
- Parent and community open houses to see student work
- Field trips aligned to state standards

## Next Steps:

- 1- Continue to refine curriculum and increase experiential learning opportunities
- 2- Innovate in programming options for all students
- 3- Develop partnerships to support summer programming vision
- 4- Improve marketing of summer programming to our community



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# City of Edina 2018 COMPREHENSIVE PLAN Update

Richfield School District  
September 16, 2019

# What is Edina's Comprehensive Plan?



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The Edina Comprehensive Plan is designed as a framework for guiding future development, redevelopment, and community enhancement.

## How Will it be Used?

- To shape Edina's collective future growth.
- To protect what Edina values.
- To create an even more attractive and sustainable Edina.



# Met Council Regional Planning



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# Small Area Plans

The City of Edina is fully developed. The Small Area Plans were identified as potential areas of change, growth and investment. These are areas of commercial activity and mixed use - commercial activity and housing, particularly multi-family.

What did we do?

- Planning Commission established Small Area Plan working groups
- Focus Areas:
  - Community livability, connectivity, walkability
  - Density of development
  - Height
  - Traffic flow
  - Transit use
  - Walkability and bicycle use
  - Linkages and connections
  - Respecting adjacent neighborhoods

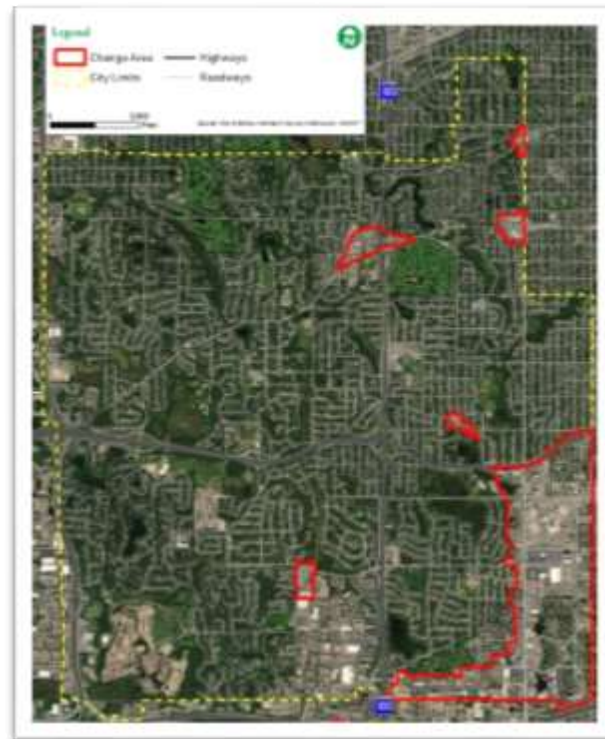
The Small Area Plans:

- Preserve the integrity of single-family and low-density neighborhoods;
- Utilizes existing infrastructure capacity;
- Encourages efficiency in new infrastructure investments in streets, sidewalks, transit lines, water and sewer lines, stormwater management, and parks.

\*All Small Area Plans have been approved by the City Council and will be included in the Comprehensive Plan



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# What are Forecasts?

- Forecasts are long range projections of expected growth, largely based on market-driven assumptions.
- Forecasts are meant to be realistic assumptions that can be used to guide investments in infrastructure and public services. They are not goals, aspirations, or targets.
- Metropolitan Council periodically adjusts forecasts based on new data, to ensure they are as accurate as possible. This has occurred recently with Edina and several other cities.

## Met Council Forecasts are based on:

- Regional economic model for forecasting region economic activity and migration flows in response to economic opportunity
- Land use model simulating and projecting real estate and land market dynamics, in order to locate future land use, households and employment to communities and zones
- A travel demand model for predicting modes, network paths and network conditions
- A hydrogeologic model for projecting water demands and water resource impacts.

# Met Council Forecasts for Edina



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- Approximately 7% of Edina's total land area is forecast for population increase
- 44 Traffic Analysis Zones (TAZs)
- 8 TAZs (18 %) are forecast for increased population between now and 2040
- 36 TAZs (82 %) are forecast to remain the same or decrease in population



Figure 3.11: Traffic Analysis Zones

# Land Use Guide Changes



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**Table 3.5: Guided Land Use Acres**

| Category                                       | Current Density | Units Per Acre 2018 Plan | Acres         | % of Total Acres |
|--|-----------------|--------------------------|---------------|------------------|
| Low Density Residential                        | 1-5             | 1-5                      | 4,613         | 45.1%            |
| Low Density Attached Residential               | 4-8             | 4-8                      | 126           | 1.2%             |
| Medium Density Residential                     | 5-20            | 5-20                     | 225           | 2.2%             |
| High Density Residential                       | 12-30           | 20-60                    | 179           | 1.7%             |
| Greater Southdale District Residential         | 12-30           | 50-100                   | 68            | 0.7%             |
| Office Residential                             | 12-30           | 20-75                    | 315           | 3.1%             |
| Office   |                 |                          | 69            | 0.7%             |
| Neighborhood Node – 70 <sup>th</sup> & Cahill  | 10-50           | 10-50                    |               |                  |
| Neighborhood Node – Vlyvw/Wddale               | Up to 30 units  | Up to 30 units           |               |                  |
| Neighborhood Node – 44 <sup>th</sup> & France  | 12 and up       | 12 and up                | 26            | 0.3%             |
| Mixed-use Center – Grandview                   | 20-100          | 20-100                   |               |                  |
| Mixed-use Center – 50 <sup>th</sup> and France | 20-100          | 12-75                    | 69            | 0.7%             |
| Community Activity Center                      | 12-105          | 90-150                   | 135           | 1.29%            |
| Mixed use Center - Southdale                   | 12-150          | 12-150                   | 93            | .9%              |
|  |                 |                          | 228           | 2.2%             |
| Industrial                                     |                 |                          | 279           | 2.7%             |
| Open Space and Parks                           |                 |                          | 1,312         | 12.8%            |
| Public/Semi Public                             |                 |                          | 561           | 5.5%             |
| Regional Medical                               | 12-80           | 50-100                   | 45            | 0.4%             |
| Right-of-Way                                   |                 |                          | 2,111         | 20.6%            |
| <b>Total</b>                                   |                 |                          | <b>10,224</b> | <b>100.0%</b>    |

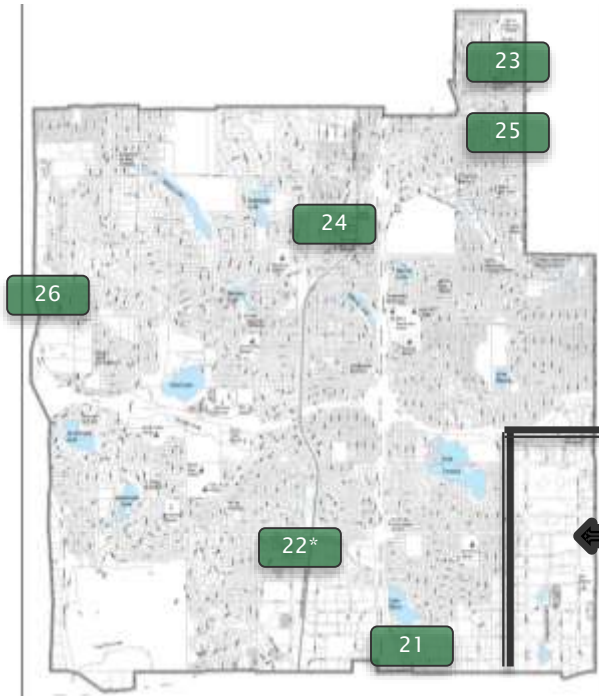
**Decrease**

7% of the land Area in Edina is proposed for a density increase. These areas are entirely within the Greater Southdale Area.

- Units per acre all approved as part of the small area plans.
- Approximately 15.96 square miles
- Approximately 1.12 square miles (7 %) have been planned for increased density
- Approximately 14.84 square miles (93 %) will experience no change in density or will experience a decrease.
- Suggested ranges do not mean that is the density for a site. Number of units allowed on sites is a decision of the City Council in a Rezoning or Site Plan application.



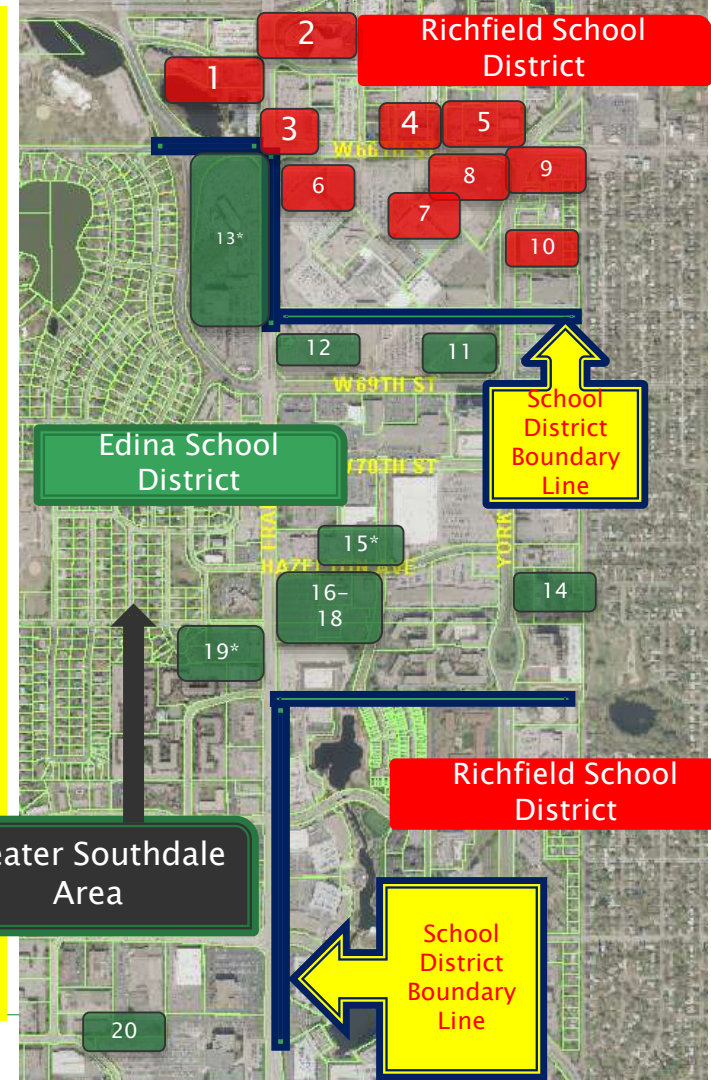
# Development in Edina 2014-2019



www.edina.mn.gov

- 1 Aurora on France (senior housing)
- 2 Fairview ER
- 3 Medical office
- 4 66 West (housing)
- 5 Millennium (housing)
- 6 Shake Shack
- 7 Lifetime Fitness
- 8 Homewood Suites Hotel
- 9 Aria (Best Buy Site) (housing)
- 10 The Onyx (housing/retail)
- 11 One Southdale Place (housing)
- 12 RH
- 13 Avenue on France\*
- 14 Continental Gardens (Senior Housing)
- 15 Hazelton Road (housing)\*
- 16 Byerly's
- 17 71 France (housing/retail)
- 18 Think Bank
- 19 7200/7250 France (housing/retail)\*\*
- 20 Twin City Orthopedic
- 21 Pentagon Park (hotel/retail)
- 22 Amundson Flats\* (housing)
- 23 4500 France (housing/retail)
- 24 Avidor (senior housing)
- 25 Market Street (housing/retail)
- 26 The Loden (apartments)

\* Not constructed  
Richfield School District



## Edina School District

1,743 Housing Units

68,000 s.f. of new medical

90,525 s.f. of new retail

16,000 s.f. of new banks

2 new hotels

## Richfield School District

1,013 Housing Units

150,000 s.f. of new medical

196,000 s.f. of new retail

16,000 s.f. of new banks

1 new hotels



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## Edina & Richfield District Totals

2,756 Housing Units

218,000 s.f. of new medical

286,525 s.f. of new retail

16,000 s.f. of new banks

3 new hotels

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# Where to Find Information



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Comprehensive Plan –  
Chapter 9: Community Services and Facilities

Greater Southdale District Plan –  
Chapter 4.6: District Services and Facilities



# Trends, Challenges, and Opportunities



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- Demographic Changes - Racial Equity and Cultural Competence
- Enhanced School Security
- More volatile enrollment projections
- Development and population growth focus on Greater Southdale District
- Growing family-formation demographic (25-34-year-olds)
- Opportunity for innovative partnerships amongst Edina Public Schools, Richfield Schools, Hennepin County Libraries, City of Edina departments, Fairview Southdale Medical Center, Southdale Center Mall, Minnesota State-Mankato at Edina
- Link the young, the old, and the in-between in teaching, mentoring, cross-cultural exchanges, workforce training, and professional development.

# A Community of Learning



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## Public Education

- Richfield (ISD 280)
- Edina (ISD 273)
- Hopkins (ISD 270)
- Bloomington (ISD 271)
- Eden Prairie (ISD 272)
- St. Louis Park (ISD 283)

## Private Education

Edina is served by six private schools.



# Comprehensive Plan

## Chapter 9: Community Services and Facilities



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### Schools Goals and Policies

**GOAL:** Support school districts serving Edina and assist them to be multi-functional neighborhood anchors, so that they excel in not only their primary mission of providing elementary and secondary education services and facilities, but also in their efforts to respond to needs and opportunities for lifelong learning.

**Policy 1-2:** Encourage and support coordinated facilities planning among school districts serving Edina, along with Edina Parks and Recreation Department and Hennepin County Library.

**Policy 1-2:** Encourage and support the upgrading of public schools to enhance the flexibility to accommodate multiple community-serving uses and adapt to changes in educational approaches, technology, and student needs over time, as well as to facilitate programming for intergenerational and lifelong learning.

# Comprehensive Plan

## Chapter 9: Community Services and Facilities



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### Schools Goals and Policies

**Policy I-3:** Encourage and support the upgrading of public schools to enhance the flexibility to accommodate multiple community-serving uses and adapt to changes in educational approaches, technology, and student needs over time, as well as to facilitate programming for intergenerational and lifelong learning.



# Greater Southdale District Plan

## Chapter 4.6: District Services and Facilities



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### Schools Goals and Policies

**GOAL #3:** Encourage opportunities for lifelong learning and education that will meet the needs and interests of the District's and community population through facilities that are prominent in the experience of the District.

**Policy 3-A:** Assist Edina School District and Richfield School District to identify co-location and/or leased space, as determined by their processes, with public facilities within the Greater Southdale District.

# Greater Southdale District Plan

## Chapter 4.6: District Services and Facilities



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### Schools Goals and Policies

**Policy 3-B:** Expand adult education in the Greater Southdale District, exploring possible partnerships with the Edina and Richfield School Districts, employers, and post-secondary institutions.



# Comprehensive Plan Approval Schedule



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**EDINA**

## Key Dates



### **Open for 30 Day Public Review - Thursday, March 7th**

The Draft comprehensive plan is available for public review.



### **Informational Open House - Monday, March 11th**

6:30-8:30 pm at the Edina Public Works Facility, 7450 Metro Boulevard

The open house will focus on providing information on comprehensive plans and an update on the process.



### **Planning Commission Public Hearing 50th & France SAP - Wednesday, March 27**

A public hearing will be held at the Planning Commission meeting at 7:00 pm at City Edina City Hall, 4801 West 50th Street.



### **City Council Public Hearing 50th & France SAP - Tuesday, April 2nd**

A public hearing will be held at the City Council meeting at 7:00 pm at Edina City Hall, 4801 West 50th Street.



### **Closed for Public Review - Monday, April 8th**

The 30 day public review process closes. Input will be reviewed by the Comprehensive Plan Task Force.



### **Planning Commission Public Hearing - Wednesday, April 24th**

7:00 pm at Edina City Hall, 4801 West 50th Street

The Planning Commission will hold a Public Hearing on the Comprehensive Plan



### **City Council Public Hearing - Tuesday, May 7th**

The City Council will hold a Public Hearing on the draft comprehensive plan. Once approved it will enter into the six month municipal review process.



### **Six Month Municipal Review process - May through October**

Neighboring cities and affected agencies will be provided 6 months to review the draft comprehensive plan.



### **Six Month Municipal Review Process Ends - Friday, November 8th**



### **Final Approval Planning Commission - November, 2019**

A Public Hearing will be held at a November Planning Commission meeting.



### **Final Approval City Council - December, 2019**

A Public Hearing will be held at a December City Council meeting.



### **Send to Met Council by December 31st, 2019**

The Comprehensive Plan will be sent to the Met Council for review and approval.



# Discussion



The CITY of  
**EDINA**

**RICHFIELD PUBLIC SCHOOLS**  
**FIRST ENROLLMENT COUNT - SEPTEMBER 13, 2019**

| GRADE                | ECSE* |     |     |     |     |     |      |     | 2019<br>13-Sep<br>ACTUAL | 2019<br>Oct 1<br>PROJ |    |    |    |    | RCEP<br>RMS<br>RHS | change |      | 2018<br>1-Oct<br>ACT | 2019<br>13-Sep<br>ACT | Variance |
|----------------------|-------|-----|-----|-----|-----|-----|------|-----|--------------------------|-----------------------|----|----|----|----|--------------------|--------|------|----------------------|-----------------------|----------|
| ECSE                 | 132   |     |     |     |     |     |      |     | 132                      | 86                    |    |    |    |    |                    | 46     | ECSE | 96                   | 132                   | 36       |
| Central VPK          | 32    |     |     |     |     |     |      |     | 32                       | 40                    |    |    |    |    |                    | -8     |      | 20                   | 32                    | 12       |
| SEC                  | 25    |     |     |     |     |     |      |     | 25                       | 15                    |    |    |    |    |                    | 10     | SEC  | 20                   | 25                    | 5        |
| PreK                 |       | 38  | 36  | 31  | 53  |     |      |     | 158                      | 162                   |    |    |    |    |                    | -4     | PreK | 183                  | 158                   | -25      |
| K                    |       | 77  | 53  | 65  | 92  |     |      |     | 287                      | 276                   | 10 | -6 | -9 | 16 |                    |        | K    | 311                  | 287                   | -24      |
| 1                    |       | 78  | 65  | 75  | 87  |     |      |     | 305                      | 270                   | 12 | 8  | 3  | 12 |                    |        | 1    | 336                  | 305                   | -31      |
| 2                    |       | 71  | 60  | 66  | 123 |     |      |     | 320                      | 332                   | -3 | -6 | -3 | 0  |                    | 34     | 2    | 289                  | 320                   | 31       |
| 3                    |       | 65  | 61  | 60  | 102 |     |      |     | 288                      | 289                   | 1  | -3 | -1 | 2  |                    |        | 3    | 292                  | 288                   | -4       |
| 4                    |       | 62  | 60  | 59  | 101 |     |      |     | 282                      | 274                   | -2 | 4  | -5 | 11 |                    |        | 4    | 330                  | 282                   | -48      |
| 5                    |       | 70  | 73  | 72  | 119 |     |      |     | 334                      | 330                   | -4 | 3  | -7 | 12 |                    | 11     | 5    | 338                  | 334                   | -4       |
| 6                    |       |     |     |     |     | 315 |      |     | 315                      | 321                   |    |    |    |    | -6                 |        | 6    | 348                  | 315                   | -33      |
| 7                    |       |     |     |     |     | 333 |      |     | 333                      | 315                   |    |    |    |    | 18                 |        | 7    | 320                  | 333                   | 13       |
| 8                    |       |     |     |     |     | 306 |      |     | 306                      | 320                   |    |    |    |    | -14                | -2     | 8    | 304                  | 306                   | 2        |
| 9                    |       |     |     |     |     |     | 311  | 1   | 312                      | 284                   |    |    |    |    | 28                 |        | 9    | 286                  | 312                   | 26       |
| 10                   |       |     |     |     |     |     | 290  | 2   | 292                      | 258                   |    |    |    |    | 34                 |        | 10   | 274                  | 292                   | 18       |
| 11                   |       |     |     |     |     |     | 246  | 3   | 249                      | 284                   |    |    |    |    | -35                |        | 11   | 274                  | 249                   | -25      |
| 12                   |       |     |     |     |     |     | 252  | 52  | 304                      | 332                   |    |    |    |    | -28                | -1     | 12   | 309                  | 304                   | -5       |
| VPK-Voluntary PreK   | 32    | 38  | 36  | 31  | 53  |     |      |     | 190                      |                       |    |    |    |    |                    |        |      |                      |                       |          |
| Actual EC/SEC & K-12 | 157   | 423 | 372 | 397 | 624 | 954 | 1099 | 58  | 4084                     |                       |    |    |    |    |                    |        |      | 4330                 | 4274                  | -56      |
| Projection           | 121   | 409 | 372 | 419 | 571 | 956 | 1086 | 72  |                          | 4188                  |    |    |    |    |                    |        |      |                      |                       |          |
| Difference           | 36    | 14  | 0   | -22 | 53  | -2  | 13   | -14 |                          |                       |    |    |    |    |                    |        |      |                      |                       |          |
| Actual PreK-12       | 189   | 461 | 408 | 428 | 677 | 954 | 1099 | 58  | 4274                     |                       |    |    |    |    |                    |        |      |                      |                       |          |

|                 |       |      |           |       |      |           |       |      |                                |      |
|-----------------|-------|------|-----------|-------|------|-----------|-------|------|--------------------------------|------|
|                 | CURR. | DIFF |           | CURR. | DIFF |           | CURR. | DIFF | PreK-12 Projection 10/1/19     | 4188 |
| Prekindergarten | 322   | 34   | Elem K-5  | 1816  | 45   | Trans+    | 25    | 10   | PreK-12 Actual 09/13/19        | 4274 |
| Kindergarten    | 287   | 11   | M.S 6-8   | 954   | -2   | Kinder    | 287   | 11   | Projection Variance            | 94   |
| Grades 1-2      | 625   | 23   | S.H 9-12  | 1157  | -1   | Grds 1-6  | 1844  | 28   | Last Year Enrollment 10/1/2018 | 4330 |
| Grades 3-5      | 904   | 11   | K-12 Tota | 3927  | 42   | Grds 7-12 | 1796  | 3    | Change From Last Year          | -56  |

Note: The enrollment counts include an average of the part time PSEO & home school students

\*29 of the ECSE Students are attending VPK

Prepared by the Business Office 09/13/2019

*Enriching and accelerating learning*



## **Superintendent Goals Update 2019 - 2020**

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September 16, 2019

Second Draft

*Enriqueciendo y acelerando el aprendizaje*

# 2019-2020 Performance Evaluation Process

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**RICHFIELD**  
PUBLIC SCHOOLS

Student Achievement (35%): Specific data based on gains and performance of students

Process Goals (35%): Strategic Plan strategies and activities designed to improve our district

Individual Performance (30%): Board evaluation of superintendent

# Student Achievement Goals

Increase graduation rate by 3% and close gap between highest and lowest groups disaggregated

|                        | RHS 4-yr<br>Grad Rates<br>2018 ACTUALS | RHS 4-yr Grad<br>Rates<br>2019 GOALS | 2018<br>Gaps | Comparison<br>Group | 2019 Goal -<br>Close Ach Gaps<br>by 3% | 2019<br>Actual Gaps |
|------------------------|--|--------------------------------------|--------------|---------------------|--|---------------------|
| All Students           | 84.3                                   | 87.3                                 |              |                     |  |                     |
| Asian                  | 86.7                                   | 89.7                                 |              |                     |  |                     |
| Latino                 | 77.7                                   | 80.7                                 | -14.0        | Latino-White        | -11.01                                 |                     |
| Black                  | 78.7                                   | 81.7                                 | -13.0        | Black-White         | -9.95                                  |                     |
| Two or More            | 100.0                                  | 100.0                                |              |                     |  |                     |
| White                  | 91.7                                   | 94.7                                 |              |                     |  |                     |
| English Learners       | 75.3                                   | 78.3                                 | -12.9        | ELL-NonELL          | -9.88                                  |                     |
| Not English Learners   | 88.2                                   | 91.2                                 |              |                     |  |                     |
| Special Education      | 65.2                                   | 68.2                                 | -23.3        | SpEd-NonSpEd        | -20.28                                 |                     |
| Not Special Education  | 88.5                                   | 91.5                                 |              |                     |  |                     |
| Free/Reduced Lunch     | 80.2                                   | 83.2                                 | -12.6        | FRP-NonFRP          | -9.57                                  |                     |
| Not Free/Reduced Lunch | 92.8                                   | 95.8                                 |              |                     |  |                     |
| Male                   | 78.3                                   | 81.3                                 |              |                     |  |                     |
| Female                 | 89.6                                   | 92.6                                 |              |                     |  |                     |

# Student Achievement Goals



**RICHFIELD**  
PUBLIC SCHOOLS

Proficiency of 85% or higher for students on TS-Gold for early education

|                    | 18-19<br>ACTUALS | 19-20<br>GOAL |
|--------------------|------------------|---------------|
| <b>LITERACY</b>    |                  |               |
| Fall Proficiency   | 48.8             |               |
| Spring Proficiency | 98.0             | 85.0          |
|                    |                  |               |
| <b>MATH</b>        |                  |               |
| Fall Proficiency   | 29.1             |               |
| Spring Proficiency | 89.7             | 85.0          |



# Student Achievement Goals



**RICHFIELD**  
PUBLIC SCHOOLS

Proficiency growth of 3% MCA math achievement including closing gap between highest and lowest groups disaggregated, MCA math improvement of 3% proficiency based on fall MAP projection

| <b>MATH</b>            | Districtwide<br>Proficiency %<br>from MCA test<br>18-19 ACTUALS | Districtwide<br>Projected Prof %<br>from MAP test<br>19-20 ACTUALS | <b>19-20 MCA<br/>GOALS</b> | <b>19-20 Goal -<br/>Increase prof<br/>from MAP to<br/>MCA by 3%</b> | 18-19<br>Gaps | Comparison<br>Group | <b>19-20 Goal -<br/>Close Ach Gaps<br/>by 3%</b> | 19-20<br>Actual Gaps |
|------------------------|---|--|----------------------------|---|---------------|---------------------|--|----------------------|
| All Students           | 36.9  |  | 39.9                       |   |               |                     |  |                      |
| Asian                  | 50.0  |  | 53.0                       |   |               |                     |  |                      |
| Latino                 | 23.6  |  | 26.6                       |   | -39.6         | Latino-White        | -36.60   |                      |
| Black                  | 23.6  |  | 26.6                       |   | -39.6         | Black-White         | -36.60   |                      |
| Two or More            | 37.3  |  | 40.3                       |   | -25.9         | Multi-White         | -22.90   |                      |
| White                  | 63.2  |  | 66.2                       |   |               |                     |  |                      |
| English Learners       | 11.8  |  | 14.8                       |   | -33.3         | EL-NonEL            | -30.30   |                      |
| Not English Learners   | 45.1  |  | 48.1                       |   |               |                     |  |                      |
| Special Education      | 14.7  |  | 17.7                       |   | -25.9         | Sped-NonSpEd        | -22.90   |                      |
| Not Special Education  | 40.6  |  | 43.6                       |   |               |                     |  |                      |
| Free/Reduced Lunch     | 25.0  |  | 28.0                       |   | -34.8         | FRP-NonFRP          | -31.80   |                      |
| Not Free/Reduced Lunch | 59.8  |  | 62.8                       |   |               |                     |  |                      |
| Male                   | 34.9  |  | 37.9                       |   |               |                     |  |                      |
| Female                 | 39.0  |  | 42.0                       |   |               |                     |  |                      |

# Student Achievement Goals



**RICHFIELD**  
PUBLIC SCHOOLS

Proficiency growth of 3% MCA reading achievement including closing gap between highest and lowest groups disaggregated, MCA math improvement of 3% proficiency based on fall MAP projection

| READING                | Districtwide<br>Proficiency %<br>from MCA test<br>18-19 ACTUALS | Districtwide<br>Projected Prof %<br>from MAP test<br>19-20 ACTUALS | 19-20 MCA<br>GOALS | 19-20 Goal -<br>Increase prof<br>from MAP to<br>MCA by 3% | 18-19<br>Gaps | Comparison<br>Group | 19-20 Goal -<br>Close Ach Gaps<br>by 3% | 19-20<br>Actual Gaps |
|------------------------|---|--|--------------------|---|---------------|---------------------|---|----------------------|
| All Students           | 43.3  |  | 46.3               |   |               |                     |   |                      |
| Asian                  | 61.5  |  | 64.5               |   |               |                     |   |                      |
| Latino                 | 27.1  |  | 30.1               |   | -42.8         | Latino-White        | -39.80                                  |                      |
| Black                  | 30.1  |  | 33.1               |   | -39.8         | Black-White         | -36.80                                  |                      |
| Two or More            | 46.4  |  | 49.4               |   | -23.5         | Multi-White         | -20.50                                  |                      |
| White                  | 69.9  |  | 72.9               |   |               |                     |   |                      |
| English Learners       | 6.9   |  | 9.9                |   | -48.2         | EL-NonEL            | -45.20                                  |                      |
| Not English Learners   | 55.1  |  | 58.1               |   |               |                     |   |                      |
| Special Education      | 14.7  |  | 17.7               |   | -33.0         | Sped-NonSpEd        | -30.00                                  |                      |
| Not Special Education  | 47.7  |  | 50.7               |   |               |                     |   |                      |
| Free/Reduced Lunch     | 30.4  |  | 33.4               |   | -36.9         | FRP-NonFRP          | -33.90                                  |                      |
| Not Free/Reduced Lunch | 67.3  |  | 70.3               |   |               |                     |   |                      |
| Male                   | 38.0  |  | 41.0               |   |               |                     |   |                      |
| Female                 | 48.9  |  | 51.9               |   |               |                     |   |                      |

# Student Achievement Goals

Decrease in suspendable incidents of 10% or higher across district, with closing gap between highest and lowest incident groups

|              | Suspendable<br>Incidents<br>18-19 ACTUALS | Suspendable<br>Incidents<br>19-20 GOALS | 18-19<br>Gaps | Comparison<br>Group | 19-20<br>Actual Gaps |
|--------------|---|---|---------------|---------------------|----------------------|
| All Students | 389                                       | 350                                     |               |                     |                      |
| Am. Ind.     | 0   |   |               |                     |                      |
| Asian        | 13  | 12                                      |               |                     |                      |
| Latino       | 123                                       | 111                                     | 71            | Latino-White        |                      |
| Black        | 153                                       | 138                                     | 101           | Black-White         |                      |
| Two or More  | 48  | 43                                      |               |                     |                      |
| White        | 52  | 47                                      |               |                     |                      |

# Strategic Plan/Process Goals

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**RICHFIELD**  
PUBLIC SCHOOLS

Goal: Implement Radical Hospitality

Success measured by: Staff & Community Survey in February 2020

Staff Survey Questions:

1. ...promotes the school and district in a positive manner
2. ...establishes an environment of trust, teamwork, and collaboration
3. Teachers/staff feels respected and supported by ...

Community Survey Questions:

1. I can discuss feelings, worries, and frustrations with the principal.
2. I can discuss feelings, worries, and frustrations with my child's Teacher.
3. I would recommend this school to parents seeking a place for their child.
4. Richfield Public Schools is promoted in a positive manner.

# Strategic Plan/Process Goals

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Goal: Implement year 1 phased roll out elementary "Bridges" math curriculum

Success measured by: Teacher survey evaluation of professional development

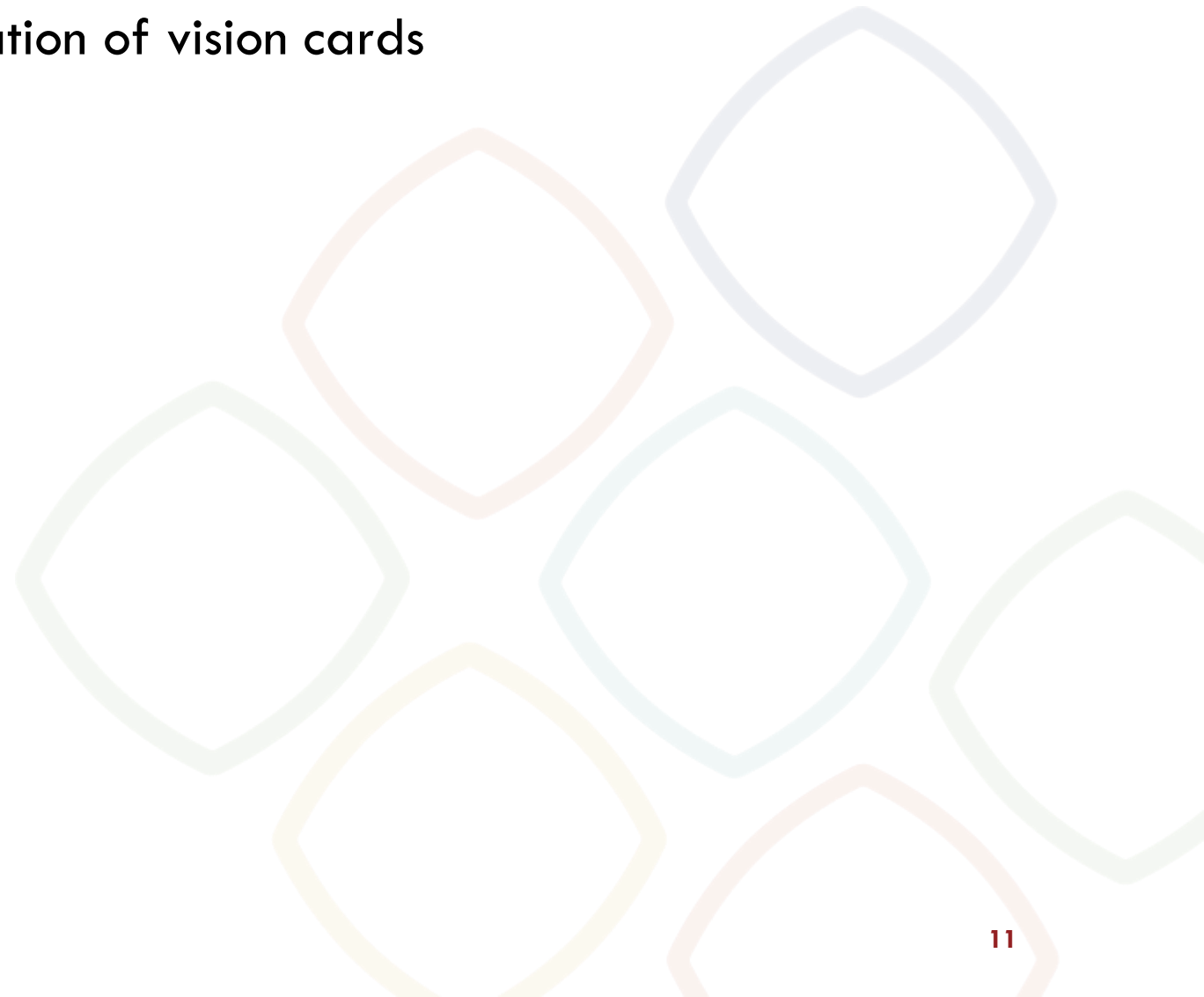
# Strategic Plan/Process Goals

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**RICHFIELD**  
PUBLIC SCHOOLS

Goal: Continue revisions and implementation of vision cards





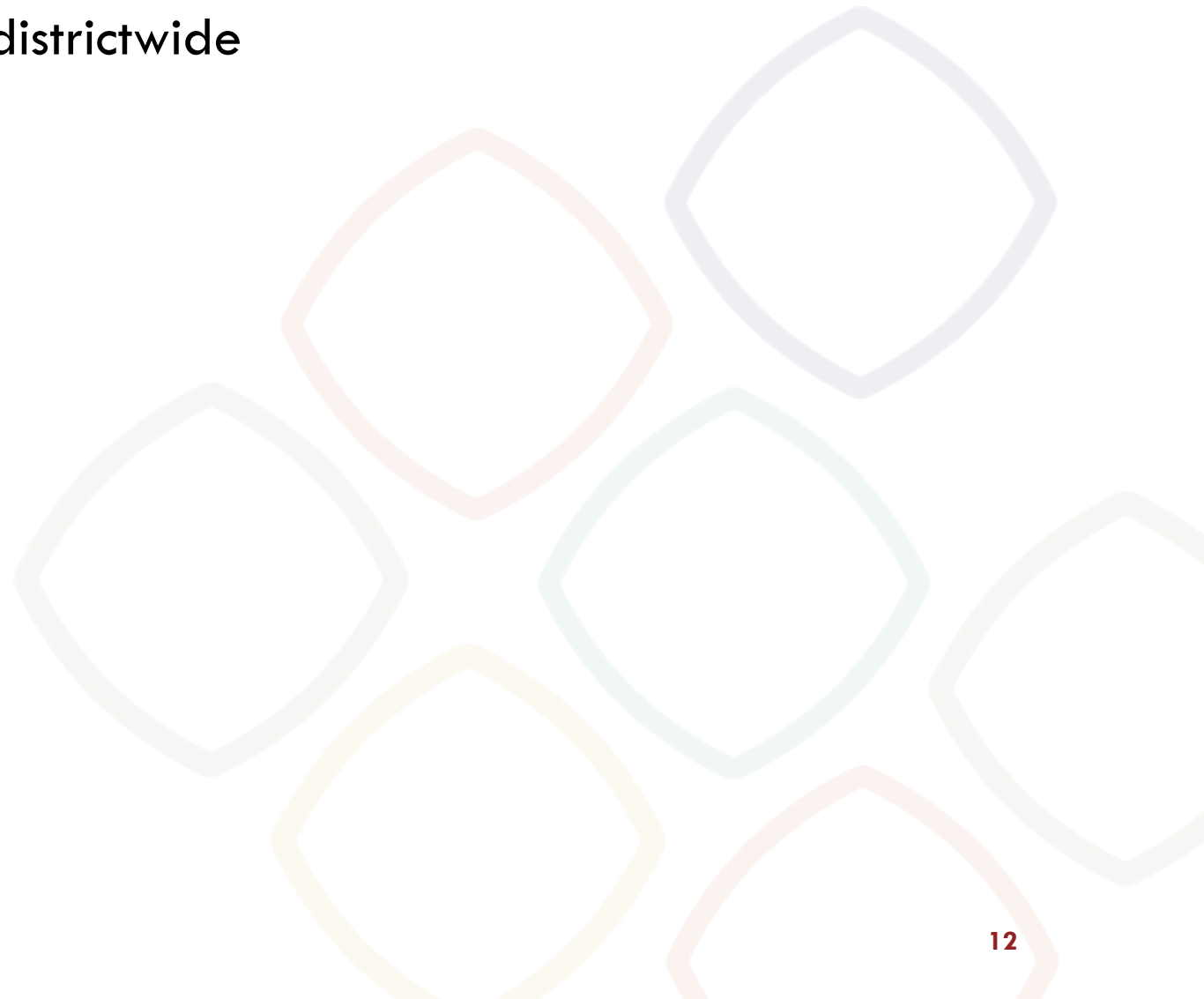
# Strategic Plan/Process Goals

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**RICHFIELD**  
PUBLIC SCHOOLS

Goal: Align booster/fundraising efforts districtwide



# Strategic Plan/Process Goals

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**RICHFIELD**  
PUBLIC SCHOOLS

Goal: Expand branding and messaging

Success measured by: Increased market share/enrollment

Goal: Lead strategic planning effort to create new strategic plan for 2020-2025

# Strategic Plan/Process Goals

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**RICHFIELD**  
PUBLIC SCHOOLS

Goal: Expand social-emotional work to continue to reduce suspendable incidents

# Strategic Plan/Process Goals

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Goal: Continue to deepen staff unity and "One Richfield" team

Success measured by: Staff Survey

## Staff Survey Questions

1. ...establishes an environment of trust, teamwork and collaboration.
2. ...takes a personal interest in the professional development and growth of staff.
3. Teachers/staff at my school feel respected and supported by ...

## Strategic Plan/Process Goals

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Goal: Increase presence, voice and participation of families representative of the diversity of our Richfield Public Schools Community

Success measured by: Disaggregated attendance sign in at PTO, Committees/advisories



# Personal Evaluation

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**RICHFIELD**  
PUBLIC SCHOOLS

Occurs yearly in spring:

- Data from Survey
- Direct Reports feedback
- Board Members feedback

| FUND | CHECK   | DATE       | VENDOR                              | TYPE | AMOUNT     |
|------|---------|------------|-------------------------------------|------|------------|
| 01   | V609227 | 08/15/2019 | ROBIN M CONLEY                      | R    | 85.09      |
| 01   | V609228 | 08/15/2019 | LINDSEY M ERICKSON                  | R    | 92.55      |
| 01   | V609229 | 08/15/2019 | DANIEL W FORCIER                    | R    | 22.29      |
| 01   | V609230 | 08/15/2019 | GRETCHEN A GIFFORD                  | R    | 156.60     |
| 01   | V609231 | 08/15/2019 | ELIZABETH H JOHNSON                 | R    | 48.72      |
| 01   | V609232 | 08/15/2019 | ALEXANDER S KALBOW                  | R    | 44.77      |
| 01   | V609233 | 08/15/2019 | CORY J KLINGE                       | R    | 840.76     |
| 01   | V609234 | 08/15/2019 | RACHAEL G LENMARK                   | R    | 12.99      |
| 01   | V609235 | 08/15/2019 | AMBER L LEWIS                       | R    | 221.33     |
| 01   | V609236 | 08/15/2019 | RANDALL S MCMEEKIN                  | R    | 79.00      |
| 01   | V609237 | 08/15/2019 | MORGAN A MYHRA                      | R    | 10.00      |
| 01   | V609238 | 08/15/2019 | VIVIAN C OSUJI                      | R    | 93.96      |
| 01   | V609239 | 08/15/2019 | ALAINA M D RICE-HANSON              | R    | 41.54      |
| 01   | V609240 | 08/15/2019 | LEADRIANE L ROBY                    | R    | 34.54      |
| 01   | V609241 | 08/15/2019 | MAUREEN E RUHLAND                   | R    | 30.57      |
| 01   | V609242 | 08/15/2019 | VICTORIA M WAGNER                   | R    | 42.93      |
| 01   | V609243 | 08/15/2019 | TRISTAN N WEINMASTER                | R    | 108.62     |
| 01   | V609244 | 08/15/2019 | HEATHER M WOLOWIK                   | R    | 49.93      |
| 01   | 294574  | 08/21/2019 | AIM ELECTRONICS INC                 | R    | 383.12     |
| 01   | 294575  | 08/21/2019 | ALL FURNITURE INC                   | R    | 1,452.00   |
| 01   | 294576  | 08/21/2019 | AMPLIFIED IT LLC                    | R    | 2,200.00   |
| 01   | 294577  | 08/21/2019 | ATHENA AWARDS COMMITTEE             | R    | 100.00     |
| 01   | 294578  | 08/21/2019 | BARNES & NOBLE BOOK                 | R    | 448.60     |
| 01   | 294579  | 08/21/2019 | BEST BUY BUSINESS ADVANTAGE         | R    | 109,340.00 |
| 01   | 294580  | 08/21/2019 | BLUE CROSS BLUE SHIELD OF MINNESOTA | R    | 7,722.00   |
| 01   | 294581  | 08/21/2019 | BRAUN INTERTEC CORP                 | R    | 3,431.00   |
| 01   | 294582  | 08/21/2019 | BSI MECHANICAL, INC.                | R    | 2,547.44   |
| 01   | 294583  | 08/21/2019 | CARQUEST AUTO PARTS                 | R    | 36.36      |
| 01   | 294584  | 08/21/2019 | CATALYST BUYING GROUP LLC           | R    | 414.99     |
| 01   | 294585  | 08/21/2019 | CENGAGE LEARNING                    | R    | 1,516.67   |
| 01   | 294586  | 08/21/2019 | CENTURYLINK                         | R    | 71.00      |
| 01   | 294587  | 08/21/2019 | CINTAS CORPORATION NO 2             | R    | 93.58      |
| 01   | 294588  | 08/21/2019 | CITY OF RICHFIELD                   | R    | 12,077.88  |
| 01   | 294589  | 08/21/2019 | COMPUTER EXPLORERS                  | R    | 891.00     |
| 01   | 294590  | 08/21/2019 | CONTINENTAL RESEARCH CORP           | R    | 221.76     |
| 01   | 294591  | 08/21/2019 | CULLIGAN SOFT WATER                 | R    | 9.50       |
| 01   | 294592  | 08/21/2019 | DIGI INTERNATIONAL, INC.            | R    | 330.00     |
| 01   | 294593  | 08/21/2019 | DOOR SERVICE COMPANY OF THE TWIN CI | R    | 1,306.00   |
| 01   | 294594  | 08/21/2019 | EASYPERMIT POSTAGE                  | R    | 2,145.72   |
| 01   | 294595  | 08/21/2019 | ECM PUBLISHERS INC                  | R    | 166.60     |
| 01   | 294596  | 08/21/2019 | FIREFLY COMPUTERS, LLC              | R    | 5,990.00   |
| 01   | 294597  | 08/21/2019 | GROUP MEDICAREBLUE RX               | R    | 7,056.00   |
| 01   | 294598  | 08/21/2019 | GSSC-GENERAL SECURITY SERVICE       | R    | 30.00      |
| 01   | 294599  | 08/21/2019 | GUSTAVUS ADOLPHUS COLLEGE           | R    | 1,000.00   |
| 01   | 294600  | 08/21/2019 | HAWKINS INC                         | R    | 20.00      |
| 01   | 294601  | 08/21/2019 | HOGAN ASSESSMENT SYSTEMS INC        | R    | 3,600.00   |
| 01   | 294602  | 08/21/2019 | HOGLUND BUS CO INC                  | R    | 3,912.02   |
| 01   | 294603  | 08/21/2019 | HOUGHTON MIFFLIN HARCOURT           | R    | 1,469.75   |
| 01   | 294604  | 08/21/2019 | AGILE SPORTS TECHNOLOGIES           | R    | 4,209.90   |

|    |        |            |                                     |   |              |
|----|--------|------------|-------------------------------------|---|--------------|
| 01 | 294605 | 08/21/2019 | ICS CONSULTING INC                  | R | 91,626.81    |
| 01 | 294606 | 08/21/2019 | IDEAL ENERGIES LLC                  | R | 992.09       |
| 01 | 294607 | 08/21/2019 | INNOVATIVE OFFICE SOLUTIONS LLC     | R | 17,499.00    |
| 01 | 294608 | 08/21/2019 | JAYTECH, INC                        | R | 1,442.00     |
| 01 | 294609 | 08/21/2019 | KIDCREATE STUDIO                    | R | 336.00       |
| 01 | 294610 | 08/21/2019 | KINECT ENERGY INC                   | R | 2,610.58     |
| 01 | 294611 | 08/21/2019 | KNOWBE4, INC                        | R | 3,417.12     |
| 01 | 294612 | 08/21/2019 | LANGUAGE LINE SERVICE               | R | 87.67        |
| 01 | 294613 | 08/21/2019 | LOFFLER                             | R | 1,144.95     |
| 01 | 294614 | 08/21/2019 | LS BLACK CONSTRUCTORS, INC.         | R | 2,347,753.05 |
| 01 | 294615 | 08/21/2019 | MACKIN BOOK COMPANY                 | R | 2,285.65     |
| 01 | 294616 | 08/21/2019 | MATRIX COMMUNICATIONS INC           | R | 29,371.78    |
| 01 | 294617 | 08/21/2019 | MID MINNESOTA STORAGE               | R | 180.00       |
| 01 | 294618 | 08/21/2019 | MIDWEST BUS PARTS INC               | R | 171.59       |
| 01 | 294619 | 08/21/2019 | MINNESOTA MEMORY, INC.              | R | 1,687.25     |
| 01 | 294620 | 08/21/2019 | MOORHEAD MACHINERY & BOILER COMPANY | R | 4,424.85     |
| 01 | 294621 | 08/21/2019 | MSBA-MINNESOTA SCHOOL BOARD ASSOC   | R | 50.00        |
| 01 | 294622 | 08/21/2019 | MTI DISTRIBUTING CO                 | R | 329.97       |
| 01 | 294623 | 08/21/2019 | NAVIANCE                            | R | 5,449.50     |
| 01 | 294624 | 08/21/2019 | NORMANDEALE COMMUNITY COLLEGE       | R | 1,000.00     |
| 01 | 294625 | 08/21/2019 | OCCUPATIONAL MEDICINE CONSULTANTS   | R | 525.00       |
| 01 | 294626 | 08/21/2019 | PCS REVENUE CONTROL                 | R | 1,272.40     |
| 01 | 294627 | 08/21/2019 | PLANSOURCE, INC.                    | R | 2,688.16     |
| 01 | 294628 | 08/21/2019 | PREMIUM WATERS INC                  | R | 24.00        |
| 01 | 294629 | 08/21/2019 | PROFESSIONAL WIRELESS COMMUNICATION | R | 4,668.00     |
| 01 | 294630 | 08/21/2019 | RATWIK ROSZAK & MALONEY PA          | R | 1,342.00     |
| 01 | 294631 | 08/21/2019 | RYAN JEANNIE M                      | R | 507.76       |
| 01 | 294632 | 08/21/2019 | SMS ADMINISTRATIVE SERVICES         | R | 1,166.90     |
| 01 | 294633 | 08/21/2019 | SCHWAB-VOLLHABER                    | R | 287.36       |
| 01 | 294634 | 08/21/2019 | SERVPRO OF MINNETONKA               | R | 3,287.00     |
| 01 | 294635 | 08/21/2019 | SHERWIN WILLIAMS CO                 | R | 260.34       |
| 01 | 294636 | 08/21/2019 | STATE SUPPLY COMPANY                | R | 148.00       |
| 01 | 294637 | 08/21/2019 | TITAN ENVIROMENTAL, INC.            | R | 104,891.68   |
| 01 | 294638 | 08/21/2019 | TOLL COMPANY                        | R | 44.77        |
| 01 | 294639 | 08/21/2019 | TWIN CITY FILTER SERVICE INC        | R | 60.80        |
| 01 | 294640 | 08/21/2019 | VELOCITY DRAIN SERVICES INC         | R | 1,500.00     |
| 01 | 294641 | 08/21/2019 | XCEL ENERGY                         | R | 6,763.39     |
| 01 | 294642 | 08/22/2019 | LS BLACK CONSTRUCTORS, INC.         | R | 4,007,459.43 |
| 01 | 294643 | 08/22/2019 | SHAW-LUNDQUIST ASSOCIATES, INC.     | R | 2,760,437.55 |
| 01 | 294644 | 08/27/2019 | CITY OF RICHFIELD                   | R | 6,632.18     |
| 01 | 294645 | 08/27/2019 | DIGITAL INSURANCE LLC               | R | 3,400.00     |
| 01 | 294646 | 08/27/2019 | INTERMEDIATE DISTRICT 287           | R | 605,581.37   |
| 01 | 294647 | 08/27/2019 | MINNESOTA STATE HIGH SCHOOL LEAGUE  | R | 90.00        |
| 01 | 294648 | 08/27/2019 | MPLS PUBLIC SCHOOL SPECIAL DIST 1   | R | 3,000.76     |
| 01 | 294649 | 08/27/2019 | RICHFIELD ICE ARENA                 | R | 8,595.00     |
| 01 | 294650 | 08/28/2019 | ABSOLUTE PRINT GRAPHICS             | R | 406.60       |
| 01 | 294651 | 08/28/2019 | ARAMARK                             | R | 253.48       |
| 01 | 294652 | 08/28/2019 | BARNES & NOBLE BOOK                 | R | 238.40       |
| 01 | 294653 | 08/28/2019 | JEFFERY PECKHAM                     | R | 100.00       |
| 01 | 294654 | 08/28/2019 | BRAUN INTERTEC CORP                 | R | 1,870.50     |

|    |        |            |                                    |   |           |
|----|--------|------------|------------------------------------|---|-----------|
| 01 | 294655 | 08/28/2019 | BUSINESS ESSENTIALS                | R | 103.21    |
| 01 | 294656 | 08/28/2019 | CAPITAL ONE COMMERCIAL             | R | 309.76    |
| 01 | 294657 | 08/28/2019 | CARQUEST AUTO PARTS                | R | 1,038.99  |
| 01 | 294658 | 08/28/2019 | CDW GOVERNMENT INC                 | R | 185.00    |
| 01 | 294659 | 08/28/2019 | CEDAR SMALL ENGINE                 | R | 118.38    |
| 01 | 294660 | 08/28/2019 | CEP ART & DESIGN                   | R | 1,377.00  |
| 01 | 294661 | 08/28/2019 | PC PARTS PLUS LLC                  | R | 2,049.25  |
| 01 | 294662 | 08/28/2019 | CINTAS CORPORATION NO 2            | R | 93.58     |
| 01 | 294663 | 08/28/2019 | DARK KNIGHT SOLUTIONS, LLC         | R | 350.00    |
| 01 | 294664 | 08/28/2019 | EDUCATORS BENEFIT CONSULTANTS LLC  | R | 419.85    |
| 01 | 294665 | 08/28/2019 | GOLDSTAR LEARNING INC              | R | 5,959.70  |
| 01 | 294666 | 08/28/2019 | WW GRAINGER INC                    | R | 549.32    |
| 01 | 294667 | 08/28/2019 | HAWKINS INC                        | R | 2,440.74  |
| 01 | 294668 | 08/28/2019 | ZACKS INC                          | R | 945.61    |
| 01 | 294669 | 08/28/2019 | HOUCHEN BINDERY LT                 | R | 130.60    |
| 01 | 294670 | 08/28/2019 | IIX INSURANCE INFORMATION EXCHANGE | R | 77.90     |
| 01 | 294671 | 08/28/2019 | KENDALL HUNT PUBLISHING CO         | R | 18,655.48 |
| 01 | 294672 | 08/28/2019 | KRULL MELISSA                      | R | 3,200.00  |
| 01 | 294673 | 08/28/2019 | MACKIN BOOK COMPANY                | R | 963.61    |
| 01 | 294674 | 08/28/2019 | MACMILLAN HOLDINGS                 | R | 10,993.74 |
| 01 | 294675 | 08/28/2019 | MADISON NATIONAL LIFE INS CO INC   | R | 6,617.06  |
| 01 | 294676 | 08/28/2019 | MESPA-MN ELEMENTARY                | R | 924.00    |
| 01 | 294677 | 08/28/2019 | MIDWEST BUS PARTS INC              | R | 696.38    |
| 01 | 294678 | 08/28/2019 | NORTH CENTRAL BUS                  | R | 47.28     |
| 01 | 294679 | 08/28/2019 | PAINTERS GEAR                      | R | 668.32    |
| 01 | 294680 | 08/28/2019 | SCHOOL SERVICE EMPLOYEES UNION     | R | 4,016.19  |
| 01 | 294681 | 08/28/2019 | SCHOOLFINANCES.COM                 | R | 650.00    |
| 01 | 294682 | 08/28/2019 | SCHUMACHER ELEVATOR COMPANY        | R | 1,640.00  |
| 01 | 294683 | 08/28/2019 | TIRE TOWN INC                      | R | 10.00     |
| 01 | 294684 | 08/28/2019 | TRI METRO CONFERENCE               | R | 6,000.00  |
| 01 | 294685 | 08/28/2019 | UNITED STATES TREASURER            | R | 230.00    |
| 01 | 294686 | 08/28/2019 | WILLIAMS ROXANNE                   | R | 1,600.00  |
| 01 | 294687 | 08/28/2019 | XCEL ENERGY                        | R | 661.08    |

|  |  |  |  |  |                      |
|--|--|--|--|--|----------------------|
| <b>TOTAL E-PAYS &amp; CHECK REGISTER</b> |  |  |  |  | <b>10,289,293.80</b> |
|--|--|--|--|--|----------------------|

# E-PAYS & CHECK REGISTER

## 09/03/2019 BOARD MEETING

| BANK 05 | DATE      | AMOUNT       |
|---------|-----------|--------------|
| E-Pays  | 8/15/2019 | 2,016.19     |
| Checks  | 8/21/2019 | 2,815,490.31 |
|         | 8/22/2019 | 6,767,896.98 |
|         | 8/27/2019 | 627,299.31   |
|         | 8/28/2019 | 76,591.01    |

|                                |               |
|--------------------------------|---------------|
| CHECK REGISTER BANK 05 TOTAL = | 10,289,293.80 |
|--------------------------------|---------------|

| BREAKDOWN    |               |
|--------------|---------------|
| 01-206-00    | 909,845.58    |
| 02-206-00    | 4,111.75      |
| 03-206-00    | 8,327.78      |
| 04-206-00    | 40,922.59     |
| 06-206-00    | 9,321,042.02  |
| 07-206-00    | -             |
| 08-206-00    | 2,000.00      |
| 20-206-00    | 2,069.97      |
| 21-206-00    | 974.11        |
| 47-206-00    |               |
| 50-206-00    |               |
| BANK TOTAL = |               |
|              | 10,289,293.80 |

## SUPERINTENDENT'S REPORT AND MINUTES

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, September 3, 2019**  
**7:00 pm School Board Meeting**  
**District Board Room**

### CALL TO ORDER

The regular meeting of the Board of Education of ISD 280, Hennepin County, Richfield, Minnesota was held on Tuesday, September 3, 2019, in the District Boardroom. Chair Crystal Brakke called the Regular Board Meeting to order at 7:00 pm with the following school board members in attendance: Pollis, Ashmead, Cole, Maleck and Toensing.

Administrators present were Superintendent Unowsky, Assistant Superintendent Roby, Chief Human Resources and Administrative Officer Holje, Executive Director Clarkson, Directors Gonzalez and McNaughton-Commers.

### REVIEW AND APPROVAL OF THE AGENDA

Motion by Pollis, seconded by Toensing, and unanimously carried, the Board of Education approved the agenda.

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

#### Superintendent Update

1. Construction Update
2. Superintendent Goals – First Draft

#### Commendations

### CONSENT AGENDA

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

#### Routine Matters

1. Minutes of the regular meeting held August 19, 2019
2. General Disbursements as of August 28, 2019 for \$10,289,293.80.



Personnel Items

**Classified Management Team Position for Employment**

**Jennifer Valley** – Director of Marketing & Communications – District

**Certified Full Time Positions for Employment – 1<sup>st</sup> Year Probation**

**Kristine Blunt** – Math Intervention – Middle School

**Laura Connell** – STEM Teacher – Middle School

**Jennifer Gravelle** – Mathematics – RCEP

**Danielle Jastrow** – School Counselor – Senior High

**Heidi Jones** – Reading Specialist – Senior High

**Renee Reed-Karstens** – Early Childhood Special Ed. – Central

**David Stanley** – Mathematics – Middle School

**Certified Full Time Position for Employment – 2<sup>nd</sup> Year Probation**

**Andrew Onishi** – Elementary Education – RSTEM

**Lesley Spaeth** – Elementary Education – Sheridan Hills

**Certified Full Time Position for Employment – Continuing**

**Vanessa Krebsbach** – Reading Intervention – RDLS

**Certified Full Time Position for Employment - Temporary**

**Amberly Mobley** – Elementary Education – RSTEM

**Certified Full Time Requests for Leave of Absence – Child Care**

**Angela Fish** – Speech/Language Pathologist – Central

**Paloma Perez** – Kindergarten – RDLS

**Certified Part Time Position for Employment – Early Learning**

**Lorinda Bergstein** – Pre-School Teacher – Central

**Classified Full Time Position for Employment – Facilities & Transportation**

**Randall McMeekin** – Truck Driver/Bus Driver – District

**Classified Full Time Request for Child Care Leave of Absence – Paraprofessional**

**Cristela Cruz** – Clerical Para – Sheridan Hills

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

**Amy Johnson** – 35 hr/wk Instructional Para – Central

**Kelly Magnuson** – 20 hr/wk Instructional Para – RSTEM

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

**Jose Resendiz Hernandez** – 37.5 hr/wk SES – RDLS

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

**Iris Hernandez Balbuena** – 15 hr/wk Kitchen Assistant – RDLS

**Classified Part Time Resignation – Paraprofessional**  
**Mackinsey Schramm – 30 hr/wk Instructional Para – Central**

**OLD BUSINESS**

**Policy 522 Commencement Participation**

Motion by Maleck, seconded by Ashmead, and unanimously carried, the Board of Education approved Policy 522.

**Policy 105 Tobacco Free Environment**

Policy 105 will be brought back to the next board meeting for further review.

**NEW BUSINESS**

**Policy 606 and 606.1 - Home Schooling and Administrative Guidelines – Non-Public or Home School Participation in Shared Time Programs**

Policy 606 and 606.1 will be brought back to the next board meeting for further review.

**Authorization for Workers' Compensation Insurance**

Motion by Pollis, seconded by Toensing and unanimously carried, the Board of Education approved the authorization for Workers' Compensation Insurance.

**Board Member Work Authorization**

Motion by Toensing, seconded by Maleck and unanimously carried, the Board of Education approved the work authorization for a Board Member.

**ADVANCE PLANNING**

Legislative Update - none

**Information and Questions from Board**

Board Member Maleck asked about the Student Board Representatives for this year – Superintendent informed they are anticipated to be at the first meeting in October.

Board vice Chair Pollis asked about the new release of schedules; what the impact was of an earlier schedule release related to student schedules, counselor workload, etc. – Superintendent will gather data and bring to a future board mtg.

Board Member Pollis asked about the schedule data/class size – Superintendent will bring data to a future board meeting.

#### Future Meeting Dates

|                 |        |   |
|-----------------|--------|---|
| 9-16-19         | 7:00pm | Regular Board Meeting (Public Comment)  |
| 10-7-19         | 7:00pm | Regular Board Meeting                   |
| 10-21-19        | 7:00pm | Regular Board Meeting (Public Comment)  |
| 11-7-19* Thurs. | 7:00pm | Canvass Results of the General Election |

#### Suggested/Future Agenda Items

#### ADJOURN REGULAR MEETING

Motion by Pollis, seconded by Toensing, and unanimously carried, the Board of Education approved to adjourn at 8:07pm.

| FUND | CHECK  | DATE       | VENDOR                              | TYPE | AMOUNT    |
|------|--------|------------|-------------------------------------|------|-----------|
| 01   | 294688 | 08/29/2019 | ALL FURNITURE INC                   | R    | 9,700.00  |
| 01   | 294689 | 08/29/2019 | BSN SPORTS, LLC                     | R    | 1,832.91  |
| 01   | 294690 | 08/29/2019 | COLLEGE OF ST BENEDICT              | R    | 500.00    |
| 01   | 294691 | 08/29/2019 | GUSTAVUS ADOLPHUS COLLEGE           | R    | 1,500.00  |
| 01   | 294692 | 08/29/2019 | HOPE CHURCH                         | R    | 13,988.75 |
| 01   | 294693 | 08/29/2019 | NYSTROM PUBLISHING                  | R    | 12,369.90 |
| 01   | 294694 | 08/29/2019 | ON SITE SANITATION                  | R    | 1,170.71  |
| 01   | 294695 | 08/29/2019 | THE WORKS                           | R    | 1,620.00  |
| 01   | 294696 | 08/29/2019 | TRUGREEN LIMITED PARTNERSHIP        | R    | 4,688.00  |
| 01   | 294697 | 08/29/2019 | UNIVERSITY OF CALIFORNIA-BERKELEY   | R    | 2,500.00  |
| 01   | 294698 | 08/29/2019 | UW-MADISON                          | R    | 3,000.00  |
| 01   | 294699 | 08/29/2019 | WEST CHESS                          | R    | 5,208.00  |
| 01   | 294700 | 08/29/2019 | XCEL ENERGY                         | R    | 32,684.95 |
| 01   | 294701 | 09/04/2019 | ALL FURNITURE INC                   | R    | 7,589.69  |
| 01   | 294703 | 09/04/2019 | AMAZON.COM SYNCB/AMAZON             | R    | 4,895.11  |
| 01   | 294704 | 09/04/2019 | AQUA ENGINEERING INC                | R    | 160.00    |
| 01   | 294705 | 09/04/2019 | BIO CORPORATION                     | R    | 248.05    |
| 01   | 294706 | 09/04/2019 | BUSINESS ESSENTIALS                 | R    | 183.63    |
| 01   | 294707 | 09/04/2019 | CANON USA                           | R    | 3,850.60  |
| 01   | 294708 | 09/04/2019 | CARQUEST AUTO PARTS                 | R    | 276.62    |
| 01   | 294709 | 09/04/2019 | CDW GOVERNMENT INC                  | R    | 16,400.00 |
| 01   | 294710 | 09/04/2019 | CEDAR SMALL ENGINE                  | R    | 205.99    |
| 01   | 294711 | 09/04/2019 | CHIPHEADS COMPUTER REPAIR           | R    | 99.00     |
| 01   | 294712 | 09/04/2019 | CINTAS CORPORATION NO 2             | R    | 118.28    |
| 01   | 294713 | 09/04/2019 | VOID                                | R    | 0.00      |
| 01   | 294714 | 09/04/2019 | DIGITAL INSURANCE LLC               | R    | 8,715.00  |
| 01   | 294715 | 09/04/2019 | PURCHASE POWER                      | R    | 4,990.00  |
| 01   | 294716 | 09/04/2019 | ECM PUBLISHERS INC                  | R    | 119.00    |
| 01   | 294717 | 09/04/2019 | ECOLAB INC                          | R    | 528.63    |
| 01   | 294718 | 09/04/2019 | EDUCATORS BENEFIT CONSULTANTS LLC   | R    | 277.80    |
| 01   | 294719 | 09/04/2019 | FASTENAL INDUSTRIAL                 | R    | 15.26     |
| 01   | 294720 | 09/04/2019 | FIREFLY COMPUTERS, LLC              | R    | 2,040.00  |
| 01   | 294721 | 09/04/2019 | FLICEK WELDING                      | R    | 2,150.00  |
| 01   | 294722 | 09/04/2019 | FLINN SCIENTIFIC INC                | R    | 1,440.37  |
| 01   | 294723 | 09/04/2019 | GREENE PATRICIA ANN                 | R    | 1,415.00  |
| 01   | 294724 | 09/04/2019 | HOGLUND BUS CO INC                  | R    | 340.26    |
| 01   | 294725 | 09/04/2019 | HR SIMPLIFIED INC.                  | R    | 727.00    |
| 01   | 294726 | 09/04/2019 | INNOVATIVE OFFICE SOLUTIONS LLC     | R    | 1,279.60  |
| 01   | 294727 | 09/04/2019 | INSTITUTE FOR ENVIROMENTAL          | R    | 44,637.79 |
| 01   | 294728 | 09/04/2019 | LOFFLER COMPANIES                   | R    | 1,342.89  |
| 01   | 294729 | 09/04/2019 | MATH LEARNING CENTER                | R    | 1,797.60  |
| 01   | 294730 | 09/04/2019 | MCTLC                               | R    | 1,080.00  |
| 01   | 294731 | 09/04/2019 | MIDWEST BUS PARTS INC               | R    | 967.04    |
| 01   | 294732 | 09/04/2019 | MN CEC-DEC                          | R    | 115.00    |
| 01   | 294733 | 09/04/2019 | MOORHEAD MACHINERY & BOILER COMPANY | R    | 2,910.86  |
| 01   | 294734 | 09/04/2019 | THE PROPHET CORPORATION             | R    | 687.85    |
| 01   | 294735 | 09/04/2019 | PERFECTION LEARNING                 | R    | 1,406.09  |
| 01   | 294736 | 09/04/2019 | PERMA-BOUND BOOKS                   | R    | 822.40    |
| 01   | 294737 | 09/04/2019 | PITNEY BOWES                        | R    | 72.67     |

|    |         |            |                             |   |           |
|----|---------|------------|-----------------------------|---|-----------|
| 01 | 294738  | 09/04/2019 | PTM DOCUMENT SYSTEMS        | R | 713.13    |
| 01 | 294739  | 09/04/2019 | SCHOOL SPECIALTY INC        | R | 389.95    |
| 01 | 294740  | 09/04/2019 | SHERWIN WILLIAMS CO         | R | 176.87    |
| 01 | 294741  | 09/04/2019 | STATE SUPPLY COMPANY        | R | 325.82    |
| 01 | 294742  | 09/04/2019 | TAFFE SARAH ANN             | R | 8,044.93  |
| 01 | 294743  | 09/04/2019 | TRANSPORTATION PLUS, INC.   | R | 52.00     |
| 01 | 294744  | 09/04/2019 | TRIMARK HOCKENBERGS         | R | 22,679.68 |
| 01 | 294745  | 09/04/2019 | VSP VISION SERVICE PLAN     | R | 1,547.51  |
| 01 | 294746  | 09/04/2019 | CITY OF RICHFIELD           | R | 6,652.50  |
| 01 | V609245 | 09/05/2019 | LISA M BAIRD                | R | 11.49     |
| 01 | V609246 | 09/05/2019 | DAVID M BOIE                | R | 70.00     |
| 01 | V609247 | 09/05/2019 | PATRICK L BURRAGE           | R | 70.00     |
| 01 | V609248 | 09/05/2019 | MIRIAM A CASTRO SANJUAN     | R | 40.00     |
| 01 | V609249 | 09/05/2019 | PHIL N CEDER                | R | 40.00     |
| 01 | V609250 | 09/05/2019 | MARY L CLARKSON             | R | 70.00     |
| 01 | V609251 | 09/05/2019 | TIA B CLASEN                | R | 70.00     |
| 01 | V609252 | 09/05/2019 | JOHNNY R COOK               | R | 70.00     |
| 01 | V609253 | 09/05/2019 | KRISTINE A DAHL             | R | 74.24     |
| 01 | V609254 | 09/05/2019 | LATANYA R DANIELS           | R | 70.00     |
| 01 | V609255 | 09/05/2019 | GEORGE A DENNIS             | R | 35.00     |
| 01 | V609256 | 09/05/2019 | RYAN D FINKE                | R | 70.00     |
| 01 | V609257 | 09/05/2019 | PETER J FITZPATRICK         | R | 40.00     |
| 01 | V609258 | 09/05/2019 | STEVEN T FLUCAS             | R | 70.00     |
| 01 | V609259 | 09/05/2019 | MICHAEL L FRANKENBERG       | R | 70.00     |
| 01 | V609260 | 09/05/2019 | JAMES A GILLIGAN            | R | 70.00     |
| 01 | V609261 | 09/05/2019 | CHRISTINA M GONZALEZ        | R | 70.00     |
| 01 | V609262 | 09/05/2019 | KYLE L GUSTAFSON            | R | 40.00     |
| 01 | V609263 | 09/05/2019 | KEVIN D HARRIS              | R | 40.00     |
| 01 | V609264 | 09/05/2019 | PAM A HAUPT                 | R | 70.00     |
| 01 | V609265 | 09/05/2019 | JAMES L HILL                | R | 40.00     |
| 01 | V609266 | 09/05/2019 | CARLONDREA D HINES          | R | 70.00     |
| 01 | V609267 | 09/05/2019 | JESSICA M HOFFMAN           | R | 40.00     |
| 01 | V609268 | 09/05/2019 | CRAIG D HOLJE               | R | 70.00     |
| 01 | V609269 | 09/05/2019 | MARY J IHLEN                | R | 98.28     |
| 01 | V609270 | 09/05/2019 | ANNE-MARIE KILSTOFTE        | R | 74.24     |
| 01 | V609271 | 09/05/2019 | CORY J KLINGE               | R | 70.00     |
| 01 | V609272 | 09/05/2019 | DANIEL E KRETSINGER         | R | 70.00     |
| 01 | V609273 | 09/05/2019 | ANOOP KUMAR                 | R | 40.00     |
| 01 | V609274 | 09/05/2019 | COURTNEY W LADUKE           | R | 74.24     |
| 01 | V609275 | 09/05/2019 | COLLEEN M MAHONEY           | R | 70.00     |
| 01 | V609276 | 09/05/2019 | ANGELA M MARYN              | R | 141.57    |
| 01 | V609277 | 09/05/2019 | DANIEL P MCGINN             | R | 40.00     |
| 01 | V609278 | 09/05/2019 | DOUG R MCMEEKIN             | R | 70.00     |
| 01 | V609279 | 09/05/2019 | CAROLE R MCNAUGHTON-COMMERS | R | 70.00     |
| 01 | V609280 | 09/05/2019 | SHERRI L MEDVEC             | R | 74.24     |
| 01 | V609281 | 09/05/2019 | MARY PAT MESLER             | R | 70.00     |
| 01 | V609282 | 09/05/2019 | KENT D MEYER                | R | 70.00     |
| 01 | V609283 | 09/05/2019 | OLUTOYE F MORTLAND          | R | 36.54     |
| 01 | V609284 | 09/05/2019 | JODI A NICKELL              | R | 74.24     |
| 01 | V609285 | 09/05/2019 | BRENDA K NIELSEN            | R | 70.00     |

|    |         |            |                                     |   |            |
|----|---------|------------|-------------------------------------|---|------------|
| 01 | V609286 | 09/05/2019 | ROBERT G OLSON                      | R | 40.00      |
| 01 | V609287 | 09/05/2019 | RENEE C REED-KARSTENS               | R | 3.36       |
| 01 | V609288 | 09/05/2019 | KEITH D RIEF                        | R | 40.00      |
| 01 | V609289 | 09/05/2019 | LEADRIANE L ROBY                    | R | 221.99     |
| 01 | V609290 | 09/05/2019 | TERESA L ROSEN                      | R | 70.00      |
| 01 | V609291 | 09/05/2019 | MAUREEN E RUHLAND                   | R | 40.00      |
| 01 | V609292 | 09/05/2019 | KATHLEEN A RUMPE                    | R | 103.43     |
| 01 | V609293 | 09/05/2019 | LAURIE E SEIBERT                    | R | 118.32     |
| 01 | V609294 | 09/05/2019 | MARTA I SHAHSAVAND                  | R | 70.00      |
| 01 | V609295 | 09/05/2019 | BRADLEY J SHURTS                    | R | 70.00      |
| 01 | V609296 | 09/05/2019 | NANCY J STACHEL                     | R | 70.00      |
| 01 | V609297 | 09/05/2019 | PATRICK M SURE                      | R | 40.00      |
| 01 | V609298 | 09/05/2019 | VLADIMIR S TOLEDO                   | R | 40.00      |
| 01 | V609299 | 09/05/2019 | IAN D TOLENTINO                     | R | 40.00      |
| 01 | V609300 | 09/05/2019 | STEVEN P UNOWSKY                    | R | 270.00     |
| 01 | V609301 | 09/05/2019 | STEPHEN C URBANSKI                  | R | 40.00      |
| 01 | V609302 | 09/05/2019 | CARRIE A VALA                       | R | 70.00      |
| 01 | V609303 | 09/05/2019 | JENNIFER K VALLEY                   | R | 70.00      |
| 01 | V609304 | 09/05/2019 | RYAN WAGNER                         | R | 40.00      |
| 01 | V609305 | 09/05/2019 | REBECCA S WALD                      | R | 40.00      |
| 01 | V609306 | 09/05/2019 | KASYA L WILLHITE                    | R | 105.12     |
| 01 | V609307 | 09/05/2019 | AMY J AHSENMACHER WINTER            | R | 70.00      |
| 01 | 294747  | 09/06/2019 | ALLIED PROFESSIONALS, INC.          | R | 643.13     |
| 01 | 294748  | 09/06/2019 | BLUE CROSS BLUE SHIELD OF MINNESOTA | R | 1,155.00   |
| 01 | 294749  | 09/06/2019 | KINECT ENERGY INC                   | R | 495.00     |
| 01 | 294750  | 09/06/2019 | TRUSTED EMPLOYEES                   | R | 258.00     |
| 01 | 294751  | 09/06/2019 | WOLD ARCHITECTS AND ENGINEERS       | R | 205,550.40 |
| 01 | 294752  | 09/06/2019 | XCEL ENERGY                         | R | 13,811.20  |
| 01 | 294753  | 09/11/2019 | AUGSBURG COLLEGE                    | R | 1,000.00   |
| 01 | 294754  | 09/11/2019 | ST CATHERINE UNIVERSITY             | R | 1,000.00   |
| 01 | 294755  | 09/11/2019 | U OF MN TWIN CITIES                 | R | 5,500.00   |
| 01 | 294756  | 09/11/2019 | UNIVERSITY OF MINNESOTA             | R | 4,000.00   |
| 01 | 294757  | 09/11/2019 | UNIVERSITY OF MINNESOTA DULUTH      | R | 1,500.00   |
| 01 | 294758  | 09/11/2019 | UNIVERSITY OF ST THOMAS             | R | 2,500.00   |
| 01 | 294759  | 09/11/2019 | ALL FURNITURE INC                   | R | 39,000.00  |
| 01 | 294760  | 09/11/2019 | ALL STATE COMMUNICATIONS INC        | R | 23,201.41  |
| 01 | 294761  | 09/11/2019 | AQUA LOGIC INC                      | R | 645.83     |
| 01 | 294762  | 09/11/2019 | ARAMARK                             | R | 2,501.02   |
| 01 | 294763  | 09/11/2019 | ASPEN EQUIPMENT CO                  | R | 1,325.81   |
| 01 | 294764  | 09/11/2019 | BEN FRANKLIN ELECTRIC INC           | R | 2,015.00   |
| 01 | 294765  | 09/11/2019 | BEST BUY BUSINESS ADVANTAGE         | R | 31,361.23  |
| 01 | 294766  | 09/11/2019 | BRAMBILLA'S LEASE SYSTEMS, INC      | R | 2,161.00   |
| 01 | 294767  | 09/11/2019 | BRAUN INTERTEC CORP                 | R | 12,814.00  |
| 01 | 294768  | 09/11/2019 | CAPTIVATE MEDIA & CONSULTING        | R | 1,650.00   |
| 01 | 294769  | 09/11/2019 | CEL PUBLIC RELATIONS, INC.          | R | 2,227.50   |
| 01 | 294770  | 09/11/2019 | CINTAS CORPORATION NO 2             | R | 91.84      |
| 01 | 294771  | 09/11/2019 | CITY OF RICHFIELD                   | R | 1,032.61   |
| 01 | 294772  | 09/11/2019 | CONTINENTAL RESEARCH CORP           | R | 988.90     |
| 01 | 294773  | 09/11/2019 | DELEGARD TOOL COMPANY               | R | 617.72     |
| 01 | 294774  | 09/11/2019 | FASTSIGNS                           | R | 152.00     |

|    |        |            |                                    |   |           |
|----|--------|------------|------------------------------------|---|-----------|
| 01 | 294775 | 09/11/2019 | FURTHER                            | R | 9,517.50  |
| 01 | 294776 | 09/11/2019 | GOPHER STAGE LIGHTING              | R | 12,888.00 |
| 01 | 294777 | 09/11/2019 | WW GRAINGER INC                    | R | 402.97    |
| 01 | 294778 | 09/11/2019 | HOGLUND BUS CO INC                 | R | 1,410.84  |
| 01 | 294779 | 09/11/2019 | HONDA FINANCIAL SERVICES           | R | 256.00    |
| 01 | 294780 | 09/11/2019 | IIX INSURANCE INFORMATION EXCHANGE | R | 90.60     |
| 01 | 294781 | 09/11/2019 | INDOFF INC                         | R | 47.98     |
| 01 | 294782 | 09/11/2019 | INNOVATIVE OFFICE SOLUTIONS LLC    | R | 2,559.20  |
| 01 | 294783 | 09/11/2019 | INTERMEDIATE DISTRICT 287          | R | 3,693.74  |
| 01 | 294784 | 09/11/2019 | ISD 271                            | R | 180.00    |
| 01 | 294785 | 09/11/2019 | JATON WHITE                        | R | 650.00    |
| 01 | 294786 | 09/11/2019 | KIDCREATE STUDIO                   | R | 384.00    |
| 01 | 294787 | 09/11/2019 | MASSP-MN ASSOCIATION               | R | 865.00    |
| 01 | 294788 | 09/11/2019 | MIDWEST BUS PARTS INC              | R | 22.14     |
| 01 | 294789 | 09/11/2019 | MINUTEMAN PRESS OF RICHFIELD       | R | 139.67    |
| 01 | 294790 | 09/11/2019 | MTI DISTRIBUTING CO                | R | 151.55    |
| 01 | 294791 | 09/11/2019 | MULTILINGUAL WORD INC              | R | 580.00    |
| 01 | 294792 | 09/11/2019 | NCS PEARSON INC                    | R | 602.17    |
| 01 | 294793 | 09/11/2019 | OCCUPATIONAL MEDICINE CONSULTANTS  | R | 29.25     |
| 01 | 294794 | 09/11/2019 | PEAR DECK, INC                     | R | 5,000.00  |
| 01 | 294795 | 09/11/2019 | PITNEY BOWES                       | R | 209.92    |
| 01 | 294796 | 09/11/2019 | POTTIOS LAVINIA                    | R | 725.00    |
| 01 | 294797 | 09/11/2019 | RAPIT PRINTING                     | R | 219.48    |
| 01 | 294798 | 09/11/2019 | SCHOLASTIC INC                     | R | 363.00    |
| 01 | 294799 | 09/11/2019 | SCHWAB-VOLLHABER                   | R | 1,097.34  |
| 01 | 294800 | 09/11/2019 | SYN-TECH SYSTEMS, INC              | R | 157.95    |
| 01 | 294801 | 09/11/2019 | US GAMES                           | R | 290.96    |
| 01 | 294802 | 09/11/2019 | VALLEY WEST SEWING                 | R | 699.70    |

|                                |  |  |  |  |                   |
|--------------------------------|--|--|--|--|-------------------|
| <b>E-PAY &amp; CHECK TOTAL</b> |  |  |  |  | <b>651,949.55</b> |
|--------------------------------|--|--|--|--|-------------------|



# E-PAYS & CHECK REGISTER

## 09/16/2019 BOARD MEETING

| BANK 05 | DATE      | AMOUNT     |
|---------|-----------|------------|
| E-Pays  | 9/5/2019  | 4,266.30   |
| Checks  | 8/29/2019 | 90,763.22  |
|         | 9/4/2019  | 147,834.97 |
|         | 9/4/2019  | 6,652.50   |
|         | 9/6/2019  | 221,912.73 |
|         | 9/11/2019 | 165,019.83 |
|         | 9/11/2019 | 15,500.00  |

|                                |                   |
|--------------------------------|-------------------|
| CHECK REGISTER BANK 05 TOTAL = | <b>651,949.55</b> |
|--------------------------------|-------------------|

| BREAKDOWN    |                   |
|--------------|-------------------|
| 01-206-00    | 223,365.58        |
| 02-206-00    | 24,040.68         |
| 03-206-00    | 4,919.78          |
| 04-206-00    | 18,321.28         |
| 06-206-00    | 349,655.18        |
| 07-206-00    | -                 |
| 08-206-00    | 21,000.00         |
| 20-206-00    | 7,898.17          |
| 21-206-00    | 2,748.88          |
| 47-206-00    |                   |
| 50-206-00    |                   |
| BANK TOTAL = |                   |
|              | <b>651,949.55</b> |

# **RICHFIELD PUBLIC SCHOOLS**

Investment Holdings as of  
September 11, 2019

| Description                            | Matures  | Rate  | Cost         | General<br>Operating | Agency<br>(Scholarships) | 2018A<br>Bond | 2018B<br>Bond | OPEB<br>Bond |
|--|----------|-------|--------------|----------------------|--------------------------|---------------|---------------|--------------|
| MN TRUST TERM SERIES                   | 09/25/19 | 2.05% | 6,000,000.00 | 6,000,000.00         | -                        | -             | -             | -            |
| FIRST BANK OF OHIO                     | 10/18/19 | 2.59% | 243,600.00   | 243,600.00           | -                        | -             | -             | -            |
| SERVISFIRST BANK                       | 10/18/19 | 2.69% | 243,400.00   | 243,400.00           | -                        | -             | -             | -            |
| CITADEL FCU                            | 10/18/19 | 2.63% | 243,500.00   | 243,500.00           | -                        | -             | -             | -            |
| CAPITAL COMMUNITY BANK                 | 10/18/19 | 2.63% | 243,500.00   | 243,500.00           | -                        | -             | -             | -            |
| US TREASURY N/B                        | 12/15/19 | 2.47% | 1,497,810.90 | 1,497,810.90         | -                        | -             | -             | -            |
| U.S. Treasury Note                     | 01/15/20 | 0.00% | 1,974,062.50 | 1,974,062.50         | -                        | -             | -             | -            |
| UNITED BANK - C                        | 07/27/20 | 2.32% | 2,757,400.00 | 2,757,400.00         | -                        | -             | -             | -            |
| FARMERS & MERCHANTS UNION BANK         | 07/27/20 | 2.39% | 242,600.00   | 242,600.00           | -                        | -             | -             | -            |
| STATE BANK OF NEW RICHLAND             | 08/24/20 | 1.69% | 245,800.00   | 245,800.00           | -                        | -             | -             | -            |
| EAGLEBANK                              | 08/24/20 | 1.96% | 245,100.00   | 245,100.00           | -                        | -             | -             | -            |
| VERITEX COMMUNITY BANK                 | 09/17/20 | 1.66% | 245,600.00   | 245,600.00           | -                        | -             | -             | -            |
| ELGA CREDIT UNION                      | 09/17/20 | 1.82% | 245,100.00   | 245,100.00           | -                        | -             | -             | -            |
| NEW OMNI BANK N.A.                     | 09/17/20 | 1.80% | 245,200.00   | 245,200.00           | -                        | -             | -             | -            |
| THIRD COAST BANK, SSB                  | 09/17/20 | 1.82% | 245,100.00   | 245,100.00           | -                        | -             | -             | -            |
| EAST BOSTON SAVINGS BANK               | 12/17/20 | 1.93% | 243,300.00   | 243,300.00           | -                        | -             | -             | -            |
| FIRST NATIONAL BANK / THE FIRST, NA    | 12/17/20 | 1.98% | 243,200.00   | 243,200.00           | -                        | -             | -             | -            |
| LATINO COMMUNITY CREDIT UNION          | 12/17/20 | 2.10% | 242,700.00   | 242,700.00           | -                        | -             | -             | -            |
| BANK 7                                 | 12/17/20 | 2.23% | 242,300.00   | 242,300.00           | -                        | -             | -             | -            |
| WESTERN ALLIANCE BANK - C              | 12/17/20 | 1.92% | 528,500.00   | 528,500.00           | -                        | -             | -             | -            |
| MECHANICS SAVINGS BANK                 | 01/27/21 | 2.56% | 237,500.00   | 237,500.00           | -                        | -             | -             | -            |
| ASSOCIATED BANK, NA - C                | 01/27/21 | 2.61% | 1,000,000.00 | 1,000,000.00         | -                        | -             | -             | -            |
| FORESIGHT BANK                         | 01/27/21 | 2.56% | 237,500.00   | 237,500.00           | -                        | -             | -             | -            |
| TBK BANK, SSB / THE NATIONAL BANK      | 02/04/21 | 1.75% | 243,600.00   | 243,600.00           | -                        | -             | -             | -            |
| FIRST INTERNET BANK OF INDIANA         | 02/04/21 | 1.85% | 243,300.00   | 243,300.00           | -                        | -             | -             | -            |
| Capital One, National Association Cert | 08/16/21 | 2.10% | 160,000.00   | -                    | 160,000.00               | -             | -             | -            |
| FANNIE MAE                             | 09/12/19 | 2.14% | 2,187,490.22 | -                    | -                        | 2,187,490.22  | -             | -            |
| US TREASURY N/B                        | 09/15/19 | 2.14% | 981,601.56   | -                    | -                        | 981,601.56    | -             | -            |
| BRISTOL TWP-A-TXBL                     | 09/15/19 | 2.26% | 591,982.40   | -                    | -                        | 591,982.40    | -             | -            |
| MN TRUST TERM SERIES                   | 09/25/19 | 2.05% | 3,000,000.00 | -                    | -                        | 3,000,000.00  | -             | -            |
| TX ST-REF-TXB                          | 10/01/19 | 2.17% | 2,594,985.75 | -                    | -                        | 2,594,985.75  | -             | -            |

# **RICHFIELD PUBLIC SCHOOLS**

Investment Holdings as of  
September 11, 2019

| Description                       | Matures  | Rate  | Cost         | General<br>Operating | Agency<br>(Scholarships) | 2018A<br>Bond | 2018B<br>Bond | OPEB<br>Bond |
|-----------------------------------|----------|-------|--------------|----------------------|--------------------------|---------------|---------------|--------------|
| State of California               | 10/01/19 | 2.15% | 1,627,486.25 | -                    | -                        | 1,627,486.25  | -             | -            |
| State of California               | 10/01/19 | 2.26% | 249,151.70   | -                    | -                        | 249,151.70    | -             | -            |
| BERGEN CO-REF                     | 10/15/19 | 2.40% | 1,141,622.25 | -                    | -                        | 1,141,622.25  | -             | -            |
| WESTERN ALLIANCE BANK - C         | 10/25/19 | 2.22% | 500,000.00   | -                    | -                        | 500,000.00    | -             | -            |
| WESTERN ALLIANCE BANK - C         | 11/25/19 | 2.22% | 2,000,000.00 | -                    | -                        | 2,000,000.00  | -             | -            |
| Olentangy Local School District   | 12/01/19 | 2.23% | 303,861.00   | -                    | -                        | 303,861.00    | -             | -            |
| FRANKLIN SYNERGY BANK             | 12/24/19 | 2.15% | 247,400.00   | -                    | -                        | 247,400.00    | -             | -            |
| Bank OZK (LOC)                    | 12/24/19 | 2.21% | 2,000,000.00 | -                    | -                        | 2,000,000.00  | -             | -            |
| FREDDIE MAC                       | 01/17/20 | 2.23% | 1,973,765.04 | -                    | -                        | 1,973,765.04  | -             | -            |
| Bank OZK (LOC)                    | 01/24/20 | 2.22% | 2,000,000.00 | -                    | -                        | 2,000,000.00  | -             | -            |
| State of Georgia                  | 02/01/20 | 2.20% | 1,992,560.00 | -                    | -                        | 1,992,560.00  | -             | -            |
| County of Chester PA              | 02/15/20 | 2.25% | 1,088,974.80 | -                    | -                        | 1,088,974.80  | -             | -            |
| BMO HARRIS BANK, NA               | 02/25/20 | 2.29% | 2,500,000.00 | -                    | -                        | 2,500,000.00  | -             | -            |
| BMO HARRIS BANK, NA               | 03/25/20 | 2.29% | 2,000,000.00 | -                    | -                        | 2,000,000.00  | -             | -            |
| THIRD COAST BANK, SSB             | 03/25/20 | 2.68% | 1,000,000.00 | -                    | -                        | 1,000,000.00  | -             | -            |
| AMERICAN PLUS BANK, N.A.          | 03/27/20 | 2.50% | 243,800.00   | -                    | -                        | 243,800.00    | -             | -            |
| LANDMARK COMMUNITY BANK           | 03/27/20 | 2.54% | 243,700.00   | -                    | -                        | 243,700.00    | -             | -            |
| ASSOCIATED BANK, NA - C           | 03/27/20 | 2.50% | 512,500.00   | -                    | -                        | 512,500.00    | -             | -            |
| BARRINGTON B&TC - WINTRUST        | 04/24/20 | 2.30% | 237,700.00   | -                    | -                        | 237,700.00    | -             | -            |
| WESTERN ALLIANCE BANK / TORREY P  | 04/24/20 | 2.22% | 238,000.00   | -                    | -                        | 238,000.00    | -             | -            |
| WHEATON BANK AND TRUST - WINTRI   | 04/24/20 | 2.30% | 237,700.00   | -                    | -                        | 237,700.00    | -             | -            |
| HINSDALE B&TC - WINTRUST          | 04/24/20 | 2.30% | 237,700.00   | -                    | -                        | 237,700.00    | -             | -            |
| WINTRUST BANK                     | 04/24/20 | 2.30% | 237,700.00   | -                    | -                        | 237,700.00    | -             | -            |
| LIBERTYVILLE B&TC - WINTRUST      | 04/24/20 | 2.30% | 237,700.00   | -                    | -                        | 237,700.00    | -             | -            |
| NORTHBROOK B&TC - WINTRUST        | 04/24/20 | 2.30% | 237,700.00   | -                    | -                        | 237,700.00    | -             | -            |
| STATE BANK OF THE LAKES - WINTRUS | 04/24/20 | 2.30% | 237,700.00   | -                    | -                        | 237,700.00    | -             | -            |
| VILLAGE BANK & TRUST - WINTRUST   | 04/24/20 | 2.30% | 237,700.00   | -                    | -                        | 237,700.00    | -             | -            |
| CRYSTAL LAKE B&TC, NA - WINTRUST  | 04/24/20 | 2.30% | 237,700.00   | -                    | -                        | 237,700.00    | -             | -            |
| WISCONSIN-D-BABS                  | 05/01/20 | 2.27% | 563,497.00   | -                    | -                        | 563,497.00    | -             | -            |
| PENTAGON FEDERAL CREDIT UNION (1  | 05/21/20 | 2.26% | 1,500,000.00 | -                    | -                        | 1,500,000.00  | -             | -            |
| TEXAS CAPITAL BANK                | 06/01/20 | 2.48% | 243,800.00   | -                    | -                        | 243,800.00    | -             | -            |

# **RICHFIELD PUBLIC SCHOOLS**

Investment Holdings as of  
September 11, 2019

| Description                      | Matures  | Rate  | Cost         | General<br>Operating | Agency<br>(Scholarships) | 2018A<br>Bond | 2018B<br>Bond | OPEB<br>Bond |
|----------------------------------|----------|-------|--------------|----------------------|--------------------------|---------------|---------------|--------------|
| SONABANK                         | 06/01/20 | 2.64% | 243,400.00   | -                    | -                        | 243,400.00    | -             | -            |
| DAVENPORT-B-REF-TXBL             | 06/01/20 | 2.35% | 263,533.40   | -                    | -                        | 263,533.40    | -             | -            |
| Salt Lake City Corp              | 06/15/20 | 2.35% | 248,137.50   | -                    | -                        | 248,137.50    | -             | -            |
| FANNIE MAE                       | 06/22/20 | 2.28% | 1,474,126.30 | -                    | -                        | 1,474,126.30  | -             | -            |
| PENTAGON FEDERAL CREDIT UNION (1 | 06/25/20 | 2.28% | 2,250,000.00 | -                    | -                        | 2,250,000.00  | -             | -            |
| SUFFOLK CO-A-BANS                | 06/26/20 | 2.26% | 1,005,170.00 | -                    | -                        | 1,005,170.00  | -             | -            |
| PENTAGON FEDERAL CREDIT UNION (1 | 07/24/20 | 2.30% | 2,500,000.00 | -                    | -                        | 2,500,000.00  | -             | -            |
| PENTAGON FEDERAL CREDIT UNION (1 | 08/25/20 | 2.32% | 2,500,000.00 | -                    | -                        | 2,500,000.00  | -             | -            |
| BMO HARRIS BANK, NA              | 08/25/20 | 2.30% | 2,500,000.00 | -                    | -                        | 2,500,000.00  | -             | -            |
| BMO HARRIS BANK, NA              | 09/25/20 | 2.31% | 1,500,000.00 | -                    | -                        | 1,500,000.00  | -             | -            |
| ASSOCIATED BANK, NA - C          | 09/25/20 | 2.50% | 519,100.00   | -                    | -                        | 519,100.00    | -             | -            |
| PENTAGON FEDERAL CREDIT UNION (1 | 09/25/20 | 2.33% | 1,500,000.00 | -                    | -                        | 1,500,000.00  | -             | -            |
| PREMIER BANK                     | 09/25/20 | 2.57% | 240,400.00   | -                    | -                        | 240,400.00    | -             | -            |
| SOUTHERN STATES BANK             | 09/25/20 | 2.54% | 240,500.00   | -                    | -                        | 240,500.00    | -             | -            |
| NYC                              | 10/01/20 | 2.41% | 1,040,450.00 | -                    | -                        | 1,040,450.00  | -             | -            |
| WESTCHESTER CO-A-REF             | 10/15/20 | 2.45% | 148,305.00   | -                    | -                        | 148,305.00    | -             | -            |
| BMO HARRIS BANK, NA              | 10/23/20 | 2.37% | 2,000,000.00 | -                    | -                        | 2,000,000.00  | -             | -            |
| NEW YORK NY                      | 11/01/20 | 2.43% | 1,313,141.25 | -                    | -                        | 1,313,141.25  | -             | -            |
| BMO HARRIS BANK, NA              | 11/25/20 | 2.37% | 1,500,000.00 | -                    | -                        | 1,500,000.00  | -             | -            |
| WHEATON PK-D-REF-TXBL            | 12/30/20 | 2.69% | 513,567.60   | -                    | -                        | 513,567.60    | -             | -            |
| LAKE ETC SD #118-REF             | 01/01/21 | 2.79% | 400,700.00   | -                    | -                        | 400,700.00    | -             | -            |
| US TREASURY N/B                  | 01/15/21 | 2.32% | 495,683.59   | -                    | -                        | 495,683.59    | -             | -            |
| ASSOCIATED BANK, NA - C          | 01/25/21 | 2.66% | 500,000.00   | -                    | -                        | 500,000.00    | -             | -            |
| COLLIN CO-B-REF-TXBL             | 02/15/21 | 2.43% | 260,982.50   | -                    | -                        | 260,982.50    | -             | -            |
| County of El Paso TX             | 02/15/21 | 2.37% | 794,768.00   | -                    | -                        | 794,768.00    | -             | -            |
| ASSOCIATED BANK, NA - C          | 02/25/21 | 2.50% | 1,000,000.00 | -                    | -                        | 1,000,000.00  | -             | -            |
| ASSOCIATED BANK, NA (N)          | 02/25/21 | 2.67% | 237,100.00   | -                    | -                        | 237,100.00    | -             | -            |
| FINANCIAL FEDERAL BANK           | 02/25/21 | 2.65% | 237,100.00   | -                    | -                        | 237,100.00    | -             | -            |
| HOUSTON-B-TXBL                   | 03/01/21 | 2.43% | 555,861.60   | -                    | -                        | 555,861.60    | -             | -            |
| State of Maryland                | 03/15/21 | 2.38% | 501,430.00   | -                    | -                        | 501,430.00    | -             | -            |
| ASSOCIATED BANK, NA - C          | 04/23/21 | 2.67% | 500,000.00   | -                    | -                        | 500,000.00    | -             | -            |

# **RICHFIELD PUBLIC SCHOOLS**

Investment Holdings as of  
September 11, 2019

| Description                        | Matures  | Rate  | Cost         | General<br>Operating | Agency<br>(Scholarships) | 2018A<br>Bond | 2018B<br>Bond | OPEB<br>Bond |
|------------------------------------|----------|-------|--------------|----------------------|--------------------------|---------------|---------------|--------------|
| US TREASURY N/B                    | 05/15/21 | 2.36% | 1,023,164.05 | -                    | -                        | 1,023,164.05  | -             | -            |
| State of Arkansas                  | 06/01/21 | 2.43% | 1,520,460.00 | -                    | -                        | 1,520,460.00  | -             | -            |
| MEMPHIS-C-BABS                     | 07/01/21 | 2.68% | 312,489.00   | -                    | -                        | 312,489.00    | -             | -            |
| FEDERAL HOME LOAN BANK             | 07/14/21 | 2.40% | 959,446.61   | -                    | -                        | 959,446.61    | -             | -            |
| FEDERAL HOME LOAN BANK             | 07/14/21 | 2.40% | 479,723.30   | -                    | -                        | 479,723.30    | -             | -            |
| State of Hawaii                    | 08/01/21 | 2.45% | 357,371.00   | -                    | -                        | 357,371.00    | -             | -            |
| US TREASURY N/B                    | 08/31/21 | 2.40% | 493,398.44   | -                    | -                        | 493,398.44    | -             | -            |
| FANNIE MAE                         | 10/07/21 | 2.45% | 481,788.31   | -                    | -                        | 481,788.31    | -             | -            |
| City & County of Honolulu HI       | 11/01/21 | 2.55% | 497,605.00   | -                    | -                        | 497,605.00    | -             | -            |
| WESTERN ALLIANCE BANK - C          | 09/25/19 | 2.22% | 500,000.00   | -                    | -                        | -             | 500,000.00    | -            |
| PENTAGON FEDERAL CREDIT UNION (1   | 09/25/19 | 2.14% | 1,250,000.00 | -                    | -                        | -             | 1,250,000.00  | -            |
| State of California                | 10/01/19 | 2.15% | 1,001,530.00 | -                    | -                        | -             | 1,001,530.00  | -            |
| FEDERAL HOME LOAN BANK             | 11/15/19 | 2.15% | 197,488.85   | -                    | -                        | -             | 197,488.85    | -            |
| UINTA BANK                         | 11/25/19 | 2.23% | 240,400.00   | -                    | -                        | -             | 240,400.00    | -            |
| WESTERN ALLIANCE BANK - C          | 11/25/19 | 2.22% | 500,000.00   | -                    | -                        | -             | 500,000.00    | -            |
| City of Frederick MD               | 12/01/19 | 2.17% | 200,254.00   | -                    | -                        | -             | 200,254.00    | -            |
| US TREASURY N/B                    | 12/15/19 | 2.16% | 838,611.33   | -                    | -                        | -             | 838,611.33    | -            |
| FREDDIE MAC                        | 01/17/20 | 2.19% | 1,234,467.64 | -                    | -                        | -             | 1,234,467.64  | -            |
| BMO HARRIS BANK, NA                | 02/25/20 | 2.29% | 1,500,000.00 | -                    | -                        | -             | 1,500,000.00  | -            |
| BMO HARRIS BANK, NA                | 03/25/20 | 2.29% | 1,000,000.00 | -                    | -                        | -             | 1,000,000.00  | -            |
| BMO HARRIS BANK, NA                | 04/24/20 | 2.24% | 1,000,000.00 | -                    | -                        | -             | 1,000,000.00  | -            |
| BMO HARRIS BANK, NA                | 05/21/20 | 2.24% | 1,250,000.00 | -                    | -                        | -             | 1,250,000.00  | -            |
| ST. CHARLES B&TC - WINTRUST        | 06/25/20 | 2.30% | 236,700.00   | -                    | -                        | -             | 236,700.00    | -            |
| TOWN BANK - WINTRUST               | 06/25/20 | 2.30% | 236,700.00   | -                    | -                        | -             | 236,700.00    | -            |
| OLD PLANK TRAIL COMMUNITY BANK     | 06/25/20 | 2.30% | 236,700.00   | -                    | -                        | -             | 236,700.00    | -            |
| SCHAUMBURG B&TC / ADVANTAGE N      | 06/25/20 | 2.30% | 236,700.00   | -                    | -                        | -             | 236,700.00    | -            |
| BEVERLY BANK & TRUST CO, NA- WIN1  | 06/25/20 | 2.30% | 236,700.00   | -                    | -                        | -             | 236,700.00    | -            |
| LAKE FOREST B&T CO. N.A. - WINTRUS | 06/25/20 | 2.30% | 236,700.00   | -                    | -                        | -             | 236,700.00    | -            |
| SUFFOLK CO-A-BANS                  | 06/26/20 | 2.26% | 1,507,755.00 | -                    | -                        | -             | 1,507,755.00  | -            |
| US TREASURY N/B                    | 07/15/20 | 2.25% | 491,503.91   | -                    | -                        | -             | 491,503.91    | -            |
| PENTAGON FEDERAL CREDIT UNION (1   | 07/24/20 | 2.30% | 1,000,000.00 | -                    | -                        | -             | 1,000,000.00  | -            |

# **RICHFIELD PUBLIC SCHOOLS**

Investment Holdings as of  
September 11, 2019

| Description                       | Matures  | Rate  | Cost         | General<br>Operating | Agency<br>(Scholarships) | 2018A<br>Bond | 2018B<br>Bond | OPEB<br>Bond |
|-----------------------------------|----------|-------|--------------|----------------------|--------------------------|---------------|---------------|--------------|
| PENTAGON FEDERAL CREDIT UNION (1  | 08/25/20 | 2.32% | 1,000,000.00 | -                    | -                        | -             | 1,000,000.00  | -            |
| BMO HARRIS BANK, NA               | 08/25/20 | 2.30% | 1,000,000.00 | -                    | -                        | -             | 1,000,000.00  | -            |
| BMO HARRIS BANK, NA               | 09/25/20 | 2.36% | 1,250,000.00 | -                    | -                        | -             | 1,250,000.00  | -            |
| BMO HARRIS BANK, NA               | 10/23/20 | 2.31% | 1,000,000.00 | -                    | -                        | -             | 1,000,000.00  | -            |
| FREDDIE MAC                       | 11/17/20 | 2.35% | 592,675.50   | -                    | -                        | -             | 592,675.50    | -            |
| FANNIE MAE                        | 11/30/20 | 2.35% | 586,693.00   | -                    | -                        | -             | 586,693.00    | -            |
| US TREASURY N/B                   | 01/15/21 | 2.32% | 495,625.00   | -                    | -                        | -             | 495,625.00    | -            |
| COLLIN CO-B-REF-TXBL              | 02/15/21 | 2.43% | 521,965.00   | -                    | -                        | -             | 521,965.00    | -            |
| State of Maryland                 | 03/15/21 | 2.38% | 250,715.00   | -                    | -                        | -             | 250,715.00    | -            |
| PACIFIC WESTERN BANK              | 04/23/21 | 3.19% | 233,400.00   | -                    | -                        | -             | 233,400.00    | -            |
| WISCONSIN-D-BABS                  | 05/01/21 | 2.46% | 398,201.65   | -                    | -                        | -             | 398,201.65    | -            |
| State of Arkansas                 | 06/01/21 | 2.43% | 253,410.00   | -                    | -                        | -             | 253,410.00    | -            |
| FEDERAL HOME LOAN BANK            | 06/11/21 | 2.42% | 491,602.91   | -                    | -                        | -             | 491,602.91    | -            |
| State of Utah                     | 07/01/21 | 2.49% | 328,892.80   | -                    | -                        | -             | 328,892.80    | -            |
| FEDERAL HOME LOAN BANK            | 07/14/21 | 2.41% | 479,638.04   | -                    | -                        | -             | 479,638.04    | -            |
| FIRST NATIONAL BANK               | 08/25/21 | 2.78% | 233,500.00   | -                    | -                        | -             | 233,500.00    | -            |
| GREAT MIDWEST BANK                | 08/25/21 | 2.68% | 120,000.00   | -                    | -                        | -             | 120,000.00    | -            |
| CIBC BANK USA / PRIVATE BANK - MI | 08/25/21 | 2.69% | 234,000.00   | -                    | -                        | -             | 234,000.00    | -            |
| MONROE TWP NJ MIDDLESEX CNTY      | 12/15/19 | 1.48% | 1,379,387.50 | -                    | -                        | -             | -             | 1,379,387.50 |
| PENTAGON FEDERAL CREDIT UNION (1  | 01/10/20 | 1.36% | 1,700,000.00 | -                    | -                        | -             | -             | 1,700,000.00 |
| BANK OF CHINA                     | 03/02/20 | 2.64% | 243,400.00   | -                    | -                        | -             | -             | 243,400.00   |
| BROOKLINE BANK                    | 03/05/20 | 2.53% | 150,000.00   | -                    | -                        | -             | -             | 150,000.00   |
| SOUTHSIDE BANK                    | 05/19/20 | 1.21% | 238,300.00   | -                    | -                        | -             | -             | 238,300.00   |
| CORPORATE ONE FEDERAL CREDIT UN   | 08/31/20 | 2.60% | 240,300.00   | -                    | -                        | -             | -             | 240,300.00   |
| PREFERRED BANK                    | 08/31/20 | 2.55% | 240,500.00   | -                    | -                        | -             | -             | 240,500.00   |
| State of California               | 10/01/20 | 2.28% | 725,355.25   | -                    | -                        | -             | -             | 725,355.25   |
| MAINSTREET BANK                   | 10/13/20 | 1.67% | 237,400.00   | -                    | -                        | -             | -             | 237,400.00   |
| KS STATEBANK / KANSAS STATE BANK  | 10/13/20 | 1.86% | 235,800.00   | -                    | -                        | -             | -             | 235,800.00   |
| KEMBA FINANCIAL FCU               | 10/13/20 | 1.75% | 236,900.00   | -                    | -                        | -             | -             | 236,900.00   |
| PRIME ALLIANCE BANK               | 10/19/20 | 2.99% | 208,000.00   | -                    | -                        | -             | -             | 208,000.00   |
| MERRICK BANK                      | 10/19/20 | 2.90% | 92,000.00    | -                    | -                        | -             | -             | 92,000.00    |

**RICHFIELD PUBLIC SCHOOLS**

Investment Holdings as of  
September 11, 2019

| Description               | Matures  | Rate  | Cost           | General<br>Operating | Agency<br>(Scholarships) | 2018A<br>Bond | 2018B<br>Bond | OPEB<br>Bond |
|---------------------------|----------|-------|----------------|----------------------|--------------------------|---------------|---------------|--------------|
| FIRST CENTRAL BANK MCCOOK | 10/30/20 | 1.81% | 236,200.00     | -                    | -                        | -             | -             | 236,200.00   |
| SECURITY STATE BANK       | 10/30/20 | 1.79% | 236,600.00     | -                    | -                        | -             | -             | 236,600.00   |
| GREAT MIDWEST BANK        | 12/18/20 | 1.91% | 115,000.00     | -                    | -                        | -             | -             | 115,000.00   |
| Bank OZK                  | 02/28/22 | 2.65% | 230,100.00     | -                    | -                        | -             | -             | 230,100.00   |
| TULSA CO ISD #3-TXBL      | 04/01/22 | 2.58% | 693,178.90     | -                    | -                        | -             | -             | 693,178.90   |
| State of California       | 04/01/47 | 2.26% | 793,807.50     | -                    | -                        | -             | -             | 793,807.50   |
|                           |          |       | <hr/>          |                      |                          |               |               |              |
| Total Investments Held    |          |       | 122,148,812.60 | 18,379,673.40        | 160,000.00               | 70,774,380.42 | 24,602,529.63 | 8,232,229.15 |
|                           |          |       | <hr/>          |                      |                          |               |               |              |



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

**Regular Meeting, September 16, 2019**

**Subject: PERSONNEL ITEMS**  
(Recommended by Superintendent)

That the Board of Education approve the following personnel items:

**Certified Full Time Positions for Employment – 1<sup>st</sup> Year Probation**

**Katherine Cabieses** – Special Education – RDLS

**Bridget Lips** – Elementary Education – RSTEM

**Kelci Peterson** – DAPE – Multi-building

**Megan Pieters** – School Social Worker – Centennial

**Joseph Walker** – Social Studies – Senior High

**Certified Full Time Request for Leave of Absence – Child Care**

**Lauren Brooks** – Pre-K – Sheridan Hills

**Certified Part Time Position for Employment – 1<sup>st</sup> Year Probation**

**Bethany Theobald** – TOSA Student Engagement Specialist – Sheridan Hills

**Classified Full Time Position for Employment – Food & Nutrition Services**

**Cassie O'Meara** – Kitchen Manager – Centennial

**Classified Full Time Position for Employment – Outreach**

**Janina Roodell** – Bilingual Outreach Worker – Centennial

**Classified Full Position for Employment – Paraprofessional**

**Christine Musco** – Clerical Para – RSTEM

**Classified Full Time Resignation – Administrative & Mgmt. Support Professionals**

**Tena Johnshoy Barasa** – Administrative Assistant 3 – Garage

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

**Stacie Graham** – 25 hr/wk Kitchen Assistant – Senior High

**Classified Part Time Positions for Employment – Paraprofessionals**

**Catherine McCullough** – 30 hr/wk Special Ed. Para – Sheridan Hills

**Halima Mohamud** – 30 hr/wk Special Ed. Para – Centennial

**Steven Peer** – 36.25 hr/wk Special Ed. Para – SEC

**Lionel Silas** – 36.25 hr/wk Special Ed. Para – SEC

**Kristine Smith** – 31.65 hr/wk Instructional/Managerial Para – Centennial  
**Matthew Suttner** – 36.25 Special Ed. Para – SEC

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

**Barbara Gunning** – approx. 10 hr/wk Bus Driver – Garage

**OLD BUSINESS – FOR APPROVAL**

**Agenda Item V.A.**

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

**Regular Meeting, September 16, 2019**

**Subject: Board Policy 105 Tobacco-Free Environment**

(Recommended by the Superintendent)

Final Read of Policy 105.

**Attachments**

Policy 105 – Clean Copy

**RICHFIELD PUBLIC SCHOOLS**

**POLICY ON TOBACCO-FREE ENVIRONMENT**

**I. PURPOSE**

A comprehensive 100% tobacco-free policy designed to ensure a safe learning and work environment.

A. The Board believes that accepting tobacco industry gifts or materials will send an inconsistent message to students, staff, and visitors. RPS will not accept funding, donations, or materials from the tobacco industry. Any exceptions to this practice will be determined by RPS leadership and will only be utilized for efforts related to anti-tobacco initiatives.

B. The Richfield Board of Education recognizes that the use of tobacco products is a health, safety, and environmental hazard for students, staff, visitors, and school facilities. The board is acutely aware of the serious health risks associated with the use of tobacco products, both to users and non-users. The board believes that the use or promotion of tobacco products on school grounds and at off-campus school-sponsored events is detrimental to the health and safety of students, staff, and visitors.

C. The board acknowledges that adult staff and visitors serve as role models for students. The Board embraces its obligation to promote positive role models in schools, and to provide an environment for learning and working that is safe, healthy, and free from unwanted smoke and tobacco use for the students, staff, and visitors. Therefore, the Board adopts the following tobacco-free policy.

**II. GENERAL STATEMENT OF POLICY**

A. It shall be a violation of this policy for any student, teacher, administrator, other school personnel of the school district, or person to use tobacco, tobacco-related devices, or electronic cigarettes in a public school. This prohibition extends to all individuals on school grounds. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. This prohibition includes all school district property and all off-campus school district-sponsored events.

B. It shall be a violation of this policy for any student to possess any type of tobacco, tobacco-related device, or electronic cigarette in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts

for, or controls. This prohibition includes all school district property and all off-campus school district-sponsored events.

C. It shall be a violation of this policy for any person to promote, or for Richfield Public Schools to promote or allow promotion of tobacco products, tobacco-related devices, or e-cigarettes on the school property or at off-campus, school-sponsored events. This includes promotion of these products via gear, bags, clothing, any personal articles, signs, structures, vehicles, flyers or any other materials."

D. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person found to have violated this policy. Enforcement of this policy includes all individuals on school grounds.

### III. TOBACCO AND TOBACCO RELATED DEVICES DEFINED

A. "Electronic cigarette industry" means manufacturers, distributors or wholesalers of e-cigarettes. This includes parent companies and subsidiaries.

B. "Tobacco industry" means manufacturers, distributors or wholesalers of tobacco products. This includes parent companies and subsidiaries.

C. "Tobacco industry brand" means any corporate name, trademark, logo, symbol, motto, selling message, recognizable pattern of colors, or any other indication of product identification identical or similar to those used for any brand of tobacco product, company, or manufacturer of tobacco products.

D. "Tobacco products shop" means a retail establishment with an entrance door opening directly to the outside that derives more than 90 percent of its gross revenue from the sale of loose tobacco, plants or herbs intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including but not limited to, cigarettes; cigars; little cigars; cheroots; stogies; periques; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine-cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco, and other kinds and forms of tobacco. Tobacco products exclude any tobacco product that has been approved by the U.S. Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.

- 92
- 93 E. "Administrator" means any person who has disciplinary and managerial
- 94 authority to enforce school policies and penalties in Richfield Public Schools,
- 95 including but not limited to principals, assistant principals, or office personnel.
- 96
- 97 F. "Any time" means 24 hours a day, seven days a week, 365 days a year,
- 98 regardless of whether or not school is in session.
- 99
- 100 G. "Electronic cigarette" means any oral device that provides a vapor of liquid
- 101 nicotine, lobelia, and/or other similar substance, and the use or inhalation of
- 102 which simulates smoking. The term shall include any such devices, whether
- 103 they are manufactured, distributed, marketed, or sold as e-cigarettes, e-
- 104 cigars, e-pipes, or under another product name or descriptor.
- 105
- 106 H. "Imitation tobacco product" means any non-tobacco product designed to
- 107 resemble a tobacco product including any edible or non-edible, non-tobacco
- 108 product designed to resemble a tobacco product that is intended to be used
- 109 by children as a toy. Examples of imitation tobacco products include but are
- 110 not limited to candy or chocolate cigarettes, bubble gum cigars, shredded
- 111 bubble gum resembling chewing tobacco, shredded beef jerky in containers
- 112 resembling snuff tins, plastic cigars, and puff cigarettes.
- 113
- 114 I. "Tobacco product" means any products containing, made, or derived from
- 115 tobacco that are intended for human consumption, whether chewed, smoked,
- 116 absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other
- 117 means, or any component, part, or accessory of a tobacco product, including
- 118 but not limited to, cigarettes; cigars; little cigars; cheroots; stogies; periques;
- 119 granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco;
- 120 snuff; snuff flour; cavendish; plug and twist tobacco; fine-cut and other
- 121 chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of
- 122 tobacco, and other kinds and forms of tobacco. Tobacco products exclude
- 123 any tobacco product that has been approved by the U.S. Food and Drug
- 124 Administration for sale as a tobacco cessation product, as a tobacco
- 125 dependence product, or for other medical purposes, and is being marketed
- 126 and sold solely for such an approved purpose.
- 127
- 128 J. "Tobacco-related devices" means ashtrays, cigarette papers or pipes for
- 129 smoking or electronic cigarettes or any components, parts, or accessories of
- 130 electronic cigarettes, including cartridges.
- 131
- 132 K. "Tobacco-related devices industry" means manufacturers, distributors or
- 133 wholesalers of tobacco-related devices. This includes parent companies and
- 134 subsidiaries.
- 135
- 136 L. "Smoking" means inhaling or exhaling smoke from any lighted cigar, cigarette,
- 137 pipe, or any other lighted tobacco or plant product intended for inhalation, in

- any manner or in any form. "Smoking" also includes the use of an e-cigarette that creates a vapor, in any manner or in any form, or the use of any oral smoking device for the purpose of circumventing the prohibition of smoking. Smoking also includes carrying a lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product intended for inhalation and the use of electronic cigarettes, including the inhaling and exhaling of vapor from any electronic delivery device.
- M. "Lighter" means a mechanical or electrical device typically used for lighting tobacco products.
- N. "Off-campus, school-sponsored event" means any event sponsored by the school or school district that is not on school property, including but not limited to, sporting events, day camps, field trips, entertainment seminars, dances or theatrical productions.
- O. "Parent/Guardian" means any person that has legal guardian status over a student enrolled in Richfield Public Schools.
- P. "School property" means all facilities and property, including land, whether owned, rented, or leased by Richfield Public Schools and all vehicles owned, leased, rented, contracted for, or controlled by Richfield Public Schools used for transporting students, staff, or visitors.
- Q. "Signage" means signs declaring that all Richfield Public School property is tobacco-free.
- R. "Staff" means any person employed by Richfield Public Schools as full or part-time, or any position contracted for or otherwise employed, with direct or indirect monetary wages or profits paid by Richfield Public Schools or anyone working on a volunteer basis. This term includes, but is not limited to faculty, service personnel, volunteers, chaperones, and others working for the Richfield Public School district.
- S. "Student" means any person enrolled in Richfield Public School's educational system.
- T. "Visitor" means any person subject to this policy that is not a student, staff, or administrator as defined above.

#### IV. **ENFORCEMENT**

- A. All individuals on school premises shall adhere to this policy.



- 183  
184 B. Students who violate this tobacco-free policy shall be subject to school district  
185 discipline procedures.  
186  
187 C. School personnel who violate this tobacco-free policy shall be subject to  
188 school district discipline procedures.  
189  
190 D. School district action taken for violation of this policy will be consistent with  
191 requirements of applicable collective bargaining agreements, Minnesota or  
192 federal law, and school district policies.  
193  
194 E. Persons who violate this tobacco-free policy may be referred to the building  
195 administration or other school district supervisory personnel responsible for  
196 the area or program at which the violation occurred.  
197  
198 F. School administrators may call the local law enforcement agency to assist  
199 with enforcement of this policy. Smoking or use of any tobacco product in a  
200 public school is a violation of the Minnesota Clean Indoor Air Act and is a  
201 petty misdemeanor. A court injunction may be instituted against a repeated  
202 violator.  
203

204 **V. Exceptions**  
205

- 206 A. It shall not be a violation of this policy for an adult Native American to use  
207 tobacco as part of a traditional Native American spiritual or cultural  
208 ceremony. A Native American is a person who is a member of a federally  
209 recognized Indian tribe. Minn. Stat. § 144.4165  
210  
211 B. It shall not be a violation of this policy for tobacco products, tobacco-related  
212 devices, imitation tobacco products, lighters, or electronic cigarettes to be  
213 included in instructional or work-related activities in Richfield Public Schools  
214 buildings if the activity is conducted by a staff member or an approved visitor  
215 and the activity does not include smoking, chewing, or otherwise ingesting the  
216 product.  
217  
218 C. It shall not be a violation of this policy to use a product that has been  
219 approved by the U.S. Food and Drug Administration for sale as a tobacco  
220 cessation product, as a tobacco dependence product, or for other medical  
221 purposes, and is being marketed and sold solely for such an approved  
222 purpose.  
223

224 **VI. Dissemination of Policy**  
225

- 226 A. Appropriate signage shall be posted throughout the district at building  
227 entrances and other highly visible locations on all school buildings, building  
228 entrances, vehicles, vehicular entrances to school grounds, and all indoor and

outdoor athletic facilities indicating that Richfield Public Schools requires a tobacco-free environment.

B. The school shall notify students and parents/guardians of this policy through student handbooks.

C. The district shall provide notice of this policy through staff handbooks.

D. The school or district shall make tobacco-free reminder announcements at school events at appropriate intervals throughout the events, when possible.

***Legal References:***

Minn. Stat. §114.411-144.417, (Minnesota Clean Indoor Air Act)

Minn. Stat. §609.685, Subd. 1(a) and (b) (Sale of Tobacco to Children)

2007 Minn. Laws Ch. 82 (Freedom to Breathe Act of 2007)

***Cross References:***

MSBA/MASA Model Policy 403 (Discipline, Suspension and Dismissal of School District Employees)

MSBA Service Manual, Chapter 6, District Education Program (A-11: Student Suspension, Exclusion and Expulsion) (A-12: Student Removal from Class and Adoption of Local Discipline Policies)

MSBA Service Manual, Chapter 7, School Facilities, (W: Tobacco Products Prohibited in Public Schools)

***RATIFIED BY THE BOARD OF EDUCATION: May 4, 1998***

***REAFFIRMED BY THE BOARD OF EDUCATION: January 6, 2003, May 19, 2008***

***REVISED BY THE BOARD OF EDUCATION: April 18, 2016, September 16, 2019***

**OLD BUSINESS – FOR REVIEW**

**Agenda Item V.B.**

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

**Regular Meeting, September 16, 2019**

**Subject: Board Policy 606 and 606.1 Home Schooling and Administrative Guidelines – Non-Public**

(Recommended by the Superintendent)

Second read of Policy 606 and 606.1.

**Attachments**

Policy 606 – Clean Copy  
Policy 606.1 – Redlined  
MSBA Policy 611

## **RICHFIELD PUBLIC SCHOOLS**

### **HOME SCHOOLING**

#### **I. PURPOSE**

The purpose of this policy is to recognize and provide guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

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

The Compulsory Attendance Law (Minn. Stat. § 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (Minn. Stat. § 120A.22, Subd. 1)

#### **III. CONDITIONS FOR HOME SCHOOLING**

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minn. Stat. § 120A.22.

#### **IV. IMMUNIZATION**

The parent or guardian of a home-schooled child shall submit statements as required by Minn. Stat. § 121A.15, Subds. 1, 2, 3, 4, and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 the first year of Home Schooling in Minnesota and the grade 7 year. (Minn. Stat. § 121A.15, Subd. 8)

#### **V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS**

Upon formal request as required by law, the school district will provide textbooks, (including a teacher's edition, guide, or other materials that accompany a textbook when the edition, guide, or materials are packaged physically or electronically with textbooks for student use), individualized instructional or cooperative learning materials (including teacher materials that accompany student materials), software or other educational technology, and standardized tests and loan or provide them for use by a home-schooled child as provided in Minn. Stat. § 123B.42 and Minn. Rules Ch. 3540. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental cost as a result of providing access electronically.

## **VI. STUDENT SUPPORT SERVICES**

Upon formal request as required by law, the school district will provide student support services in the form of health services and counseling and guidance services to a home-schooled child as provided by Minn. Stat. § 123B.44 and Minn. Rules Ch. 3540. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for any of these purposes.

## **VII. SERVICES FOR STUDENTS WITH SPECIAL NEEDS**

IDEA (Individuals with Disabilities Act)

- A. Children who are enrolled in home school and meet special education eligibility criteria are entitled to free, appropriate services at a public school site. Parents of students with suspected or existing disabilities may refer students to the public school district and request an educational assessment. A referral form must be completed by the parent and returned to the district. After receipt of the referral, the parent will be invited to participate in team decisions regarding assessment planning, need for special education and, if appropriate, the specific special education plan for the child. Contact the Special Education Director at 612-798-6043.

## **VIII. EXTRACURRICULAR ACTIVITIES**

Resident students who receive instruction in a home school (in which five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. (Minn. Stat. §§ 123B.36, Subd. 1, and 123B.49, Subd. 4)

## **IX. SHARED TIME PROGRAMS**

Enrollment in class offerings of the school district.

- A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared time student on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any students on a shared-time basis.
- B. The school district may limit enrollment of shared-time students in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time students to classes. (Refer to Administrative Guidelines 606.1)

## **X. OPTIONAL COOPERATIVE ARRANGEMENTS**

### **A. Activities**

1. A home-schooled student may participate in Minnesota State High School League (MSHSL) activities offered by the school district upon application.
2. Minnesota State High School League sponsored activities (in which six or more students receive instruction in the home school or the home school students are not residents of the school district):

A homeschool which is a member of the Minnesota State High School League may request that the school district enter into a co-operative sponsorship arrangement as provided in Minnesota State High School League Bylaw 403.00. The approval of such an arrangement shall be at the discretion of the school board.

- a. The homeschool must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.
  - b. The homeschool is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.
  - c. The homeschool is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.
  - d. The homeschool student must comply with district rules and policies, as well as school practices.
  - e. All homeschooled students must go through the same competitive process for participation as public school students.
3. Non-Minnesota State High School League Activities:

A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However, homeschool students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

**B. Transportation Services**

1. The school district may provide nonpublic non-regular transportation services to a homeschooled child.
2. The school board of the school district retains sole discretion, control, and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of schoolchildren, and any other matter relating to the provision of transportation services.

Please refer to Policy Guidelines 742.1, 743.1 and 744.

**Legal References:** Minn. Stat. § 124D.03 (Enrollment Options Program)  
Minn. Stat. § 120A.22 (Compulsory Instruction)  
Minn. Stat. § 120A.24 (Reporting)  
Minn. Stat. § 120A.26 (Enforcement and Prosecution)  
Minn. Stat. § 123B.49 (Co-curricular and Extracurricular Activities)  
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)  
Minn. Stat. § 123B.36, Subd.1 (School Boards May Require Fees)  
Minn. Stat. § 123B.36, Subd.1 (Extra Curricular Activities)  
Minn. Stat. § 123B.41 (Definitions)  
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material, Standard Tests)  
Minn. Stat. § 123B.44 (Provision of Pupil Support Services)  
Minn. Stat. § 123B.49, Subd.4  
Minn. Stat. § 123B.86 (Equal Treatment - Transportation)  
Minn. Stat. § 123B.92 (Transportation Aid Entitlement)  
Minn. Rules Ch. 3540 (Textbooks, Individualized Instruction Materials, Standardized Tests)

**Cross References:** Board Policy 502 (Resident and Nonresident Student Enrollment)  
Board Policy 651 (Mission and Philosophy of the Richfield Interscholastic Athletic and Activity Program)  
Board Policy 652 (Addition and Deletion of Interscholastic Athletic Offerings)  
Board Policy 742 and Administrative Guidelines 742.1 (Student Transportation)  
Board Policy 743 and Administrative Guidelines 743.1 (Pay-to-ride Service)  
Board Policy 744 and Administrative Guidelines 744.1 (Co-Curricular and Athletic Transportation)  
MSBA Policy 611 Home Schooling

RATIFIED BY THE BOARD OF EDUCATION: December 17, 2007

REVISED BY THE BOARD OF EDUCATION: August 12, 2013; September 16, 2019



**RICHFIELD PUBLIC SCHOOLS**

**ADMINISTRATIVE GUIDELINES**

**NON-PUBLIC OR HOMESCHOOL PARTICIPATION IN  
SHARED TIME PROGRAMS**

**I. PURPOSE**

These administrative guidelines have been developed pursuant to Board Policy 606, Section IX and serve a twofold purpose:

- A. To provide guidance for families who would like their non-public or homeschooled students to be enrolled part-time in Independent School District 280, and,
- B. To guide building decisions regarding participation of non-public or homeschooled students in school curriculum offerings.

**II. DEFINITION**

Shared-Time Students: A resident homeschool or non-public student, grades 1-12, who is enrolled part-time in Independent School District 280.

**III. FACTORS FOR CONSIDERATION IN DETERMINING PARTICIPATION**

A. Student Eligibility:

- 1. Residents of Independent School District 280 who attend approved home schools, non-public, or private schools full time and are in compliance with the Minnesota Compulsory Instruction Law.
- 2. Students in grades 9-12 may apply for any curricular offering. Students in grades 1-5 may apply for Physical Education, Music and Art, and grades 6-8 may apply for Exploratory courses.
- 3. To be approved for a specific course, a student must have completed all pre-requisite course requirements and may be required to demonstrate appropriate skill and/or knowledge levels.
- 4. When participating in shared-time course, shared-time homeschool students will be subject to all the same school and district policies, regulations and rules, which apply to public school students, including student rights, responsibilities, grading, and attendance and performance expectations.

5. Nothing in these guidelines is intended to exclude students with disabilities from receiving special education services.

**B. Program Availability**

1. Shared-time enrollment will be provided only as space is available in the program, class, grade level and/or school building as determined by district administration.
2. Shared-time students enrolled for courses that are not offered consecutively must leave school property when not in class.
3. If the school lunch period falls between the two courses, the shared-time student may purchase a school lunch and eat in the student eating area. Students whose families fall within the income guidelines for free or reduced-price meals may qualify for a free or reduced-price lunch. Inquiries should be directed to the Director of Food Services.
4. Homeschooled shared-time students may take state tests and nationally norm-referenced tests at the public school, as arranged with the principal.
  - a. The homeschool will be charged for the cost of the test and scoring.
  - b. Homeschool student test results will be reported separately from the public school students.

**C. Limitations**

1. Shared-time enrollment privileges are limited as follows:
2. No more than (1) science laboratory course may be enrolled in per semester at the high school level.
3. Shared-time students may enroll in a course, which requires co-curricular participation (i.e. Band).
4. Priority for course enrollment will be given to full-time public school students. Shared-time enrollment at the high schools will be limited to 2 semester credits or .4 or less of the school day, each semester, per year.

5. Shared-time students do not qualify for an Independent School District 280 high school diploma, participation in honor rolls, class rank, and other recognition available to full-time public school students. In order to qualify for an ISD 280 High School diploma, a student must be enrolled at Richfield High School for one full semester, and the student's transcript must be reviewed and approved by district administration.

#### **IV. APPLICATION PROCESS**

- A. All inquiries for shared-time enrollment shall be directed to the Community Education Director, who serves as the District administrative liaison to homeschooled and non-public students.
- B. Inquiries will be accepted from students who are residents of Independent School District 280 only.
  1. Upon request, the Community Education Director will provide an inquiring student with a shared-time enrollment application form (attached) and a copy of these guidelines.
  2. The homeschool or non-public school shall send each completed application to the principal of the school. The application must be received by May 1 for the student to be considered for shared-time enrollment the following school year. After May 1, approval will be made on a space-available basis.
  3. The building administration shall review the application, review class scheduling issues, give approval and forward the application to the Community Education Director with a recommendation for final approval or disapproval.
  4. The Community Education Director will give final approval or disapproval of the application and notify the principal/building administration of the decision.
  5. The Community Education Director will notify the homeschool or non-public school principal of students who will be participating in a shared-time course.
    - i. Students approved for shared-time courses must complete and submit the Richfield Public Schools enrollment forms prior to attending.

**V. RESPONSIBILITIES FOLLOWING ACCEPTANCE OF A SHARED-TIME STUDENT**

**A. Class scheduling**

Specific communication about class scheduling should take place between the shared-time applicant and the school principal or designee.

**B. Calculations for Student Unit Accounting**

Students accepted for shared-time enrollment will be counted as enrolled in the district for the purpose of calculating state aid. Principals of schools, which shared-time students attend, are responsible for calculating the proportion of classroom time in the district's system of pupil unit accounting.

**C. Transportation**

1. Students accepted for shared-time enrollments are eligible for district transportation to and from school if they are at an existing bus stop at the regularly scheduled bus-stop time. This is subject to busing availability and if the student meets district policy guidelines for distance from school.
  - i. Students must be eligible for state transportation aid.
  - ii. Transportation arrangements will be made by the Transportation Department at the request of the homeschool or non-public school.

RATIFIED BY THE BOARD OF EDUCATION: December 17, 2008  
REVIEWED BY THE BOARD OF EDUCATION: August 12, 2013, September 16, 2019

**Application by Nonpublic Students or Homeschool for  
Participation in Richfield Public School's Shared Time Programs**

Date of Application \_\_\_\_\_

**STUDENT INFORMATION**

Student's Full Name \_\_\_\_\_

Address \_\_\_\_\_

Date of Birth \_\_\_\_\_

Grade in School \_\_\_\_\_

Parent/Guardian Name \_\_\_\_\_

Home Phone \_\_\_\_\_

Work Phone \_\_\_\_\_

Cell Phone \_\_\_\_\_

Email Address \_\_\_\_\_

**NON PUBLIC SCHOOL INFORMATION**

School you are currently attending \_\_\_\_\_

Address of School \_\_\_\_\_

Category: Homeschool \_\_\_\_ Private School \_\_\_\_

Have you attend another Richfield School previously? Yes \_\_\_\_ No \_\_\_\_

**CURRICULAR OPPORTUNITIES**

School Requested \_\_\_\_\_

Resident of school's attendance area? Yes \_\_\_\_ No \_\_\_\_

Grade level \_\_\_\_\_

Courses Requested:

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*I agree to all policies and regulations set forth in Policy Guidelines 606.1 "Nonpublic Participation in Shared Time Programs".*

Parent Signature\_\_\_\_\_

Student Signature\_\_\_\_\_

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

MSBA/MASA Model Policy 611

Orig. 1996

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

Rev. 2019

## **611 HOME SCHOOLING**

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

### **I. PURPOSE**

The purpose of this policy is to recognize and provide guidelines in accordance with state law for parents who wish to have their children receive education in a home school that is an alternative to an accredited public or private school.

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

The Compulsory Attendance Law (Minn. Stat. § 120A.22) provides that the parent or guardian of a child is primarily responsible for assuring that the child acquires knowledge and skills that are essential for effective citizenship. (Minn. Stat. § 120A.22, Subd. 1)

### **III. CONDITIONS FOR HOME SCHOOLING**

The person in charge of a home school and the school district must provide instruction and meet the requirements specified in Minn. Stat. § 120A.22.

### **IV. IMMUNIZATION**

The parent or guardian of a home-schooled child shall submit statements as required by Minn. Stat. § 121A.15, Subds. 1, 2, 3, 4, and 12, on the appropriate Minnesota Department of Education form, to the superintendent of the school district in which the child resides by October 1 of the first year of home schooling in Minnesota and the grade 7 year. (Minn. Stat. § 121A.15, Subd. 8)

### **V. TEXTBOOKS, INSTRUCTIONAL MATERIAL, STANDARD TESTS**

Upon formal request, as required by law, the school district will provide textbooks (including a teacher's edition, guide, or other materials that accompany a textbook when the edition, guide, or materials are packaged physically or electronically with textbooks for student use), individualized instructional or cooperative learning materials (including teacher materials that accompany pupil materials), software or other educational technology, and standardized tests and loan or provide them for use by a home-schooled child as provided in Minn. Stat. § 123B.42 and Minn. Rules Ch. 3540. The school district is not required to expend any amount for this purpose that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for this purpose. If curriculum has both physical and electronic components, the school district will, at the request of the student or the student's parent or guardian, make the electronic component accessible to a resident student provided that the school district does not incur more than an incidental

cost as a result of providing access electronically.

## **VI. PUPIL SUPPORT SERVICES**

Upon formal request, as required by law, the school district will provide pupil support services in the form of health services and counseling and guidance services to a home-schooled child as provided by Minn. Stat. § 123B.44 and Minn. Rules Ch. 3540. The school district is not required to expend an amount for any of these purposes that exceeds the amount it receives pursuant to Minn. Stat. §§ 123B.40-123B.48 for any of these purposes.

## **VII. EXTRACURRICULAR ACTIVITIES**

Resident pupils who receive instruction in a home school (in which five or fewer students receive instruction) may fully participate in extracurricular activities of the school district on the same basis as other public school students. (Minn. Stat. §§ 123B.36, Subd. 1, and 123B.49, Subd. 4)

## **VIII. SHARED TIME PROGRAMS**

Enrollment in class offerings of the school district.

- A. A home-schooled child who is a resident of the school district may enroll in classes in the school district as a shared time pupil on the same basis as other nonpublic school students. The provisions of this policy shall not be determinative of whether the school district allows the enrollment of any pupils on a shared-time basis.
- B. The school district may limit enrollment of shared-time pupils in such classes based on the capacity of a program, class, grade level, or school building. The school board and administration retain sole discretion and control over scheduling of all classes and assignment of shared time pupils to classes.

*[Note: The provisions of Article VIII. - Shared Time Programs do not make a determination as to whether Shared Time Programs should be offered to any pupil. However, home-schooled children are required to be treated the same as all other nonpublic school children.]*

## **IX. OPTIONAL COOPERATIVE ARRANGEMENTS**

### **A. Activities**

- 1. Minnesota State High School League-sponsored activities (in which six or more students receive instruction in the home school or the home school students are not residents of the school district).

A home school that is a member of the Minnesota State High School League may request that the school district enter into a cooperative



sponsorship arrangement as provided in Minnesota State High School League Bylaw 403.00. The approval of such an arrangement shall be at the discretion of the school board.

- a. The home school must become a member of the Minnesota State High School League in accordance with the rules of the Minnesota State High School League.
  - b. The home school is solely responsible for any costs or fees associated with its application for and/or subsequent membership in the Minnesota State High School League.
  - c. The home school is responsible for any and all costs associated with its participation in a cooperative sponsorship arrangement as well as any school district activity fees associated with the Minnesota State High School League activity.
2. Non-Minnesota State High School League activities in which six or more students receive instruction in the home school.

A home-schooled child may participate in non-Minnesota State High School League activities offered by the school district upon application and approval from the school board to participate in the activity and the payment of any activity fees associated with the activity. However, home school students may not be charged higher activity fees than other public school students. An approval shall be granted at the discretion of the school board.

**B. Transportation Services**

1. The school district may provide nonpublic nonregular transportation services to a home-schooled child.
2. The school board of the school district retains sole discretion and control and management of scheduling routes, establishment of the location of bus stops, manner and method of transportation, control and discipline of school children, and any other matter relating to the provision of transportation services.

***Legal References:*** Minn. Stat. § 120A.22 (Compulsory Instruction)  
Minn. Stat. § 120A.24 (Reporting)  
Minn. Stat. § 120A.26 (Enforcement and Prosecution)  
Minn. Stat. § 121A.15 (Health Standards; Immunizations; School Children)  
Minn. Stat. § 123B.36 (School Boards May Require Fees)  
Minn. Stat. § 123B.41 (Definitions)  
Minn. Stat. § 123B.42 (Textbooks, Individual Instruction Material,

Standard Tests)

Minn. Stat. § 123B.44 (Provision of Pupil Support Services)

Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities)

Minn. Stat. § 123B.86 (Equal Treatment - Transportation)

Minn. Stat. § 123B.92 (Transportation Aid Entitlement)

Minn. Stat. § 124D.03 (Enrollment Options Program)

Minn. Rules Ch. 3540 (Textbooks, Individualized Instruction Materials,  
Standardized Tests)

***Cross References:*** MSBA/MASA Model Policy 509 (Enrollment of Nonresident Students)  
MSBA/MASA Model Policy 510 (School Activities)

**OLD BUSINESS – FOR REVIEW**

**Agenda Item V.C.**

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

**Regular Meeting, September 16, 2019**

**Subject: Board Policy 585 Student Surveys**

The Superintendent recommends a second review of Board Policy 585 Student Surveys. We have added 585.1 Student Survey Guidelines

**Attachments**

Policy 585 – clean copy

585.1 Guidelines - created to support Policy 585

MSBA Policy 520

## **RICHFIELD PUBLIC SCHOOLS**

### **STUDENT SURVEYS**

#### **I. PURPOSE**

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

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

Student surveys may be conducted as determined necessary by the school district. Surveys, analyses, and evaluations conducted as part of any program funded through the U.S. Department of Education must comply with 20 U.S.C. § 1232h.

#### **III. STUDENT SURVEYS IN GENERAL**

- A. Student surveys will be conducted anonymously and in an indiscernible fashion. No mechanism will be used for identifying the participating student in any way. No attempt will be made in any way to identify a student survey participant. No requirement that the student return the survey shall exist, and no record of the student's returning a survey will be maintained.
- B. The superintendent may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant, or is discriminatory in nature based on age, race, color, sex, disability, religion, or national origin.
- C. Surveys containing questions pertaining to the student's or the student's parent(s) or guardian(s) personal beliefs or practices in sex, family life, morality, and religion will not be administered to any student unless the parent or guardian of the student is notified in writing that such survey is to be administered and the parent or guardian of the student gives written permission for the student to participate or has the opportunity to opt out of the survey depending upon how the survey is funded. Any and all documents containing the written permission of a parent for a student to participate in a survey will be maintained by the school district in a file separate from the survey responses.
- D. Although the survey is conducted anonymously, potential exists for personally identifiable information to be provided in response thereto. To the extent that personally identifiable information of a student is contained in his or her responses to a survey, the school district will take appropriate steps to ensure the data is protected in accordance with Minn. Stat. Ch. 13

(Minnesota Government Data Practices Act), 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act) and 34 C.F.R. Part 99.

- E. The school district must not impose an academic or other penalty on a student who opts out of participating in a student survey.

#### **IV. STUDENT SURVEYS CONDUCTED AS PART OF DEPARTMENT OF EDUCATION PROGRAM**

- A. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by the parents or guardians of the students.
- B. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or, in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey that reveals information concerning:
1. political affiliations or beliefs of the student or the student's parent;
  2. mental and psychological problems of the student or the student's family;
  3. sex behavior or attitudes;
  4. illegal, antisocial, self-incriminating, or demeaning behavior;
  5. critical appraisals of other individuals with whom respondents have close family relationships;
  6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
  7. religious practices, affiliations, or beliefs of the student or the student's parent; or
  8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).
- C. A school district that receives funds under any program funded by the U.S. Department of Education shall develop local policies consistent with Sections IV.A. and IV.B., above, concerning student privacy, parental

access to information, and administration of certain physical examinations to minors.

1. The policies adopted under Section IV.C., Subparagraph 1., above, shall provide for reasonable notice of the adoption or continued use of such policies directly to parents of students enrolled in or served by the school district.

a. The notice will be provided at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in a policy.

b. The notice will provide parents with an opportunity to opt out of participation in the following activities:

(1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.

(2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Section IV.B., above.

(3) Any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or other students.

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

c. The notice will advise students of the specific or approximate dates during the school year when the activities in Section IV.C.2., Subparagraph b., above, are scheduled, or expected to be scheduled.

d. The notice provisions shall not be construed to preempt applicable provisions of state law that require parental notification and do not apply to any physical examination or

screening that is permitted or required by applicable state law, including physical examinations or screenings that are permitted without parental notification.

**V. NOTICE**

- A. The school district must give parents and students notice of this policy at the beginning of each school year and after making substantive changes to this policy.
- B. The school district must inform parents at the beginning of the school year if the district or school has identified specific or approximate dates for administering surveys and give parents reasonable notice of planned surveys scheduled after the start of the school year. The school district must give parents direct, timely notice when their students are scheduled to participate in a student survey by United States mail, e-mail, or another direct form of communication.
- C. The school district must give parents the opportunity to review the survey and to opt their students out of participating in the survey.

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.065 (District Surveys to Collect Student Information; Parent Notice and Opportunity for Opting Out)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)  
20 U.S.C. § 1232h (Protection of Pupil Rights)  
34 C.F.R. § 99 (Family Educational Rights and Privacy Act Regulations)  
*Gonzaga University v. Doe*, 536 U.S. 273, 122 S.Ct. 2268, 153 L.Ed. 2d 309 (2002)  
*C.N. v. Ridgewood Bd. of Educ.*, 430 F.3d. 159 (3<sup>rd</sup> Cir. 2005)  
*Fields v. Palmdale School Dist.*, 427 F.3d. 1197 (9<sup>th</sup> Cir. 2005)

**Cross References:** MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)  
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)  
MSBA/MASA Model Policy 522 (Student Sex Nondiscrimination)

RATIFIED BY THE BOARD OF EDUCATION: July 17, 2006  
REVISED BY THE BOARD OF EDUCATION:

**RICHFIELD PUBLIC SCHOOLS**  
**ADMINISTRATIVE GUIDELINES**  
**STUDENT SURVEYS**

**I. PURPOSE**

The purpose of these administrative guidelines is to assist in the implementation of Board Policy 585 – Student Surveys.

**II. DEFINITIONS**

- A. Confidential Data means data about a person that is accessible only to representatives of the school district who have a need to know the information in order to do their jobs. Confidential data is not available to the data subject.
- B. Student surveys for the purpose of this policy means student surveys conducted by the school district.

**III. PROCESS TO OPT OUT OF STUDENT SURVEY**

- A. The school district will notify parents each year in the fall about the district administered surveys and the opportunity they have to opt out their student.
- B. Parents must notify the building principal through mail, email or in person that they do not want their student to participate in the survey.
- C. The principal will notify classroom teachers of students who have opted out and will be excluded from the Student Survey.
- D. The school district will not impose an academic or other penalty against a student who opts out of participating in a student survey under this policy.

Dated: September 16, 2019



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

MSBA/MASA Model Policy 520

Orig. 1995

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

Rev. 2016

## **520 STUDENT SURVEYS**

*[Note: School districts are required by statute to have a policy addressing student surveys.]*

### **I. PURPOSE**

Occasionally, the school district utilizes surveys to obtain student opinions and information about students. The purpose of this policy is to establish the parameters of information that may be sought in student surveys.

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

Student surveys may be conducted as determined necessary by the school district. Surveys, analyses, and evaluations conducted as part of any program funded through the U.S. Department of Education must comply with 20 U.S.C. § 1232h.

### **III. STUDENT SURVEYS IN GENERAL**

- A. Student surveys will be conducted anonymously and in an indiscernible fashion. No mechanism will be used for identifying the participating student in any way. No attempt will be made in any way to identify a student survey participant. No requirement that the student return the survey shall exist, and no record of the student's returning a survey will be maintained.
- B. The superintendent may choose not to approve any survey that seeks probing personal and/or sensitive information that could result in identifying the survey participant, or is discriminatory in nature based on age, race, color, sex, disability, religion, or national origin.
- C. Surveys containing questions pertaining to the student's or the student's parent(s) or guardian(s) personal beliefs or practices in sex, family life, morality, and religion will not be administered to any student unless the parent or guardian of the student is notified in writing that such survey is to be administered and the parent or guardian of the student gives written permission for the student to participate or has the opportunity to opt out of the survey depending upon how the survey is funded. Any and all documents containing the written permission of a parent for a student to participate in a survey will be maintained by the school district in a file separate from the survey responses.
- D. Although the survey is conducted anonymously, potential exists for personally

identifiable information to be provided in response thereto. To the extent that personally identifiable information of a student is contained in his or her responses to a survey, the school district will take appropriate steps to ensure the data is protected in accordance with Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act), 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act) and 34 C.F.R. Part 99.

- E. The school district must not impose an academic or other penalty on a student who opts out of participating in a student survey.

#### **IV. STUDENT SURVEYS CONDUCTED AS PART OF DEPARTMENT OF EDUCATION PROGRAM**

- A. All instructional materials, including teacher's manuals, films, tapes, or other supplementary material which will be used in connection with any survey, analysis, or evaluation as part of any program funded in whole or in part by the U.S. Department of Education, shall be available for inspection by the parents or guardians of the students.
- B. No student shall be required, as part of any program funded in whole or in part by the U.S. Department of Education, without the prior consent of the student (if the student is an adult or emancipated minor), or, in the case of an unemancipated minor, without the prior written consent of the parent, to submit to a survey that reveals information concerning:
  - 1. political affiliations or beliefs of the student or the student's parent;
  - 2. mental and psychological problems of the student or the student's family;
  - 3. sex behavior or attitudes;
  - 4. illegal, antisocial, self-incriminating, or demeaning behavior;
  - 5. critical appraisals of other individuals with whom respondents have close family relationships;
  - 6. legally recognized privileged or analogous relationships, such as those of lawyers, physicians, and ministers;
  - 7. religious practices, affiliations, or beliefs of the student or the student's parent; or
  - 8. income (other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program).

- C. A school district that receives funds under any program funded by the U.S. Department of Education shall develop local policies consistent with Sections IV.A. and IV.B., above, concerning student privacy, parental access to information, and administration of certain physical examinations to minors.

1. The following policies are to be adopted in consultation with parents:

- a. The right of a parent to inspect, on request, a survey, including an evaluation, created by a third party before the survey is administered or distributed by a school to a student, including procedures for granting a parent's request for reasonable access to such survey within a reasonable period of time after the request is received.

"Parent" means a legal guardian or other person acting *in loco parentis* (in place of a parent), such as a grandparent or stepparent with whom the child lives, or a person who is legally responsible for the welfare of the child.

- b. Arrangements to protect student privacy in the event of the administration or distribution of a survey, including an evaluation, to a student which contains one or more of the items listed in Section IV.B., above, including the right of a parent of a student to inspect, on request, any such survey.

- c. The right of a parent of a student to inspect, on request, any instructional material used as part of the educational curriculum for the student and procedures for granting a request by a parent for such access within a reasonable period of time after the request is received.

"Instructional material" means instructional content that is provided to a student, regardless of format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (i.e., materials accessible through the Internet). The term does not include academic tests or academic assessments.

- d. The administration of physical examinations or screenings that the school district may administer to a student. This provision does not apply to a survey administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. § 1400, *et seq.*).

- e. The collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that

information (or otherwise providing the information to others for that purpose), including arrangements to protect student privacy that are provided by the school district in the event of such collection, disclosure, or use.

- (1) “Personal information” means individually identifiable information including a student or parent’s first and last name; a home or other physical address (including street name and the name of the city or town); a telephone number; or a Social Security identification number.
- (2) This provision does not apply to the collection, disclosure, or use of personal information collected from students for the exclusive purpose of developing, evaluating, or providing educational products or services for, or to, students or educational institutions, such as:
  - (a) college or other post-secondary education recruitment or military;
  - (b) book clubs, magazines, and programs providing access to low cost literary products;
  - (c) curriculum and instructional materials used by elementary and secondary schools;
  - (d) tests and assessments used by elementary schools and secondary schools to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students, or to generate other statistically useful data for the purpose of securing such tests and assessments and the subsequent analysis and public release of the aggregate data from such tests and assessments;
  - (e) the sale by students of products or services to raise funds for school-related or education-related activities; and
  - (f) student recognition programs.
- (3) The right of a parent to inspect, on request, any instrument used in the collection of information, as described in Section IV.C.1., Subparagraph e., above, before the instrument is administered or distributed to a student and procedures for granting a request by a parent for reasonable

access to such an instrument within a reasonable period of time after the request is received.

2. The policies adopted under Section IV.C., Subparagraph 1., above, shall provide for reasonable notice of the adoption or continued use of such policies directly to parents of students enrolled in or served by the school district.
  - a. The notice will be provided at least annually, at the beginning of the school year, and within a reasonable period of time after any substantive change in a policy.
  - b. The notice will provide parents with an opportunity to opt out of participation in the following activities:
    - (1) Activities involving the collection, disclosure, or use of personal information collected from students for the purpose of marketing or for selling that information, or otherwise providing that information to others for that purpose.
    - (2) The administration of any third-party survey (non-Department of Education funded) containing one or more of the items contained in Section IV.B., above.
    - (3) Any nonemergency, invasive physical examination or screening that is required as a condition of attendance, administered by the school and scheduled by the school in advance, and not necessary to protect the immediate health and safety of the student or other students.

“Invasive physical examination” means any medical examination that involves the exposure of private body parts, or act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.
  - c. The notice will advise students of the specific or approximate dates during the school year when the activities in Section IV.C.2., Subparagraph b., above, are scheduled, or expected to be scheduled.
  - d. The notice provisions shall not be construed to preempt applicable provisions of state law that require parental notification and do not apply to any physical examination or screening that is permitted or required by applicable state law, including physical examinations

or screenings that are permitted without parental notification.

## **V. NOTICE**

- A. The school district must give parents and students notice of this policy at the beginning of each school year and after making substantive changes to this policy.
- B. The school district must inform parents at the beginning of the school year if the district or school has identified specific or approximate dates for administering surveys and give parents reasonable notice of planned surveys scheduled after the start of the school year. The school district must give parents direct, timely notice when their students are scheduled to participate in a student survey by United States mail, e-mail, or another direct form of communication.
- C. The school district must give parents the opportunity to review the survey and to opt their students out of participating in the survey.

***Legal References:*** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.065 (District Surveys to Collect Student Information;  
Parent Notice and Opportunity for Opting Out)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)  
20 U.S.C. § 1232h (Protection of Pupil Rights)  
34 C.F.R. § 99 (Family Educational Rights and Privacy Act Regulations)  
*Gonzaga University v. Doe*, 536 U.S. 273, 122 S.Ct. 2268, 153 L.Ed. 2d  
309 (2002)  
*C.N. v. Ridgewood Bd. of Educ.*, 430 F.3d. 159 (3<sup>rd</sup> Cir. 2005)  
*Fields v. Palmdale School Dist.*, 427 F.3d. 1197 (9<sup>th</sup> Cir. 2005)

***Cross References:*** MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil  
Records)  
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)  
MSBA/MASA Model Policy 522 (Student Sex Nondiscrimination)

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

**Regular Meeting, September 16, 2019**

**Subject: Property, Liability, Fleet, Professional and Faithful Performance  
and Cyber Liability Insurance**

(Recommended by the Superintendent)

That the Board of Education authorize the administration to retain The Hanover Insurance Company, Travelers, AIG and Western World for Property, Liability, Fleet, Professional, Faithful Performance and Cyber Insurance coverage as appropriate. It is further recommended that the renewal include a 3% estimated increase in building and content values. It is further recommended that the District improve the Cyber Liability Coverage to include system improvements as required.

**Background Information**

(Prepared by Craig Holje)

The administration has worked with Todd Awes and Debbie Thurner from Dolliff Insurance, the District Insurance Consultant, to renew our property, liability, fleet, professional and faithful performance insurance coverage for 2019-2020. The 2019-2020 insurance premium renewal with existing values was set at \$320,500 which is \$12,795 or 4.16% more than the 2018-2019 premium. Increasing the values by 3% increases the premium by \$4,070. The improved cyber coverage increases the premium an additional \$234, bringing the total premium to \$324,804 which is \$17,099, or 5.6% more than the 2018-2019 premium.

A summary of coverage is attached.

| <b>Coverage Category</b><br>(Hanover Insurance unless noted) | 2018/2019        | 2019/2020                             |  |
|--|------------------|---------------------------------------|--|
|  | Actual           | Renewal<br>Hanover<br>unless<br>noted | Renewal Coverage<br>improvements<br>3% values and<br>cyber improvement |
| Property / Boiler  | \$146,906        | \$147,011                             | \$151,081*   |
| General Liability  | \$30,684         | \$29,543                              | \$29,543   |
| Employee Benefits  | Included         | Included                              | Included   |
| Professional Liability (AIG)                                 | \$11,331         | \$11,331                              | \$11,331   |
| Fleet Liability  | \$54,310         | \$64,719                              | \$64,719   |
| Fleet Physical Damage  | \$14,204         | \$17,469                              | \$17,469   |
| Umbrella Liability   | \$21,168         | \$20,976                              | \$20,976   |
| Faithful Performance Bond* (Travelers)                       | \$2,979          | \$3,036                               | \$3,036  |
| Educators Liability/Employment Practices* (Western World)    | \$18,000         | \$18,000                              | \$18,000   |
| Cyber Coverage (Travelers)                                   | \$8,123          | \$8,415*                              | \$8,649*   |
| <b>Totals</b>  | <b>\$307,705</b> | <b>\$320,500</b>                      | <b>\$324,804</b>   |



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

**Regular Meeting, September 16, 2019**

**SUBJECT: PRELIMINARY LEVY CERTIFICATION 2019 PAYABLE 2020**

(Recommended by the Superintendent)

That the Board of Education certify the “Maximum” for the levy allowed in each category and authorize the School Board Clerk to sign the preliminary levy certification. In addition it is recommended that the Board of Education establish the Truth in Taxation Presentation to be scheduled for December 2, 2019 at the regular scheduled meeting which begins at 7:00 pm in the Board Room of the District Office at 7001 Harriet Avenue South, Richfield, Minnesota.

**Background Information**

The school district, as a “taxing authority”, must certify its preliminary or “proposed levy” payable 2020, to the county auditor and the Minnesota Department of Education (MDE) on or before September 30, 2019. The recommendation is to certify the “Maximum” levy at this time which gives the district the flexibility to make any changes affecting the levy which may occur between now and when we certify the final levy in December. The District is required to schedule a “Truth in Taxation Presentation” at a regularly scheduled board meeting between November 24, 2019 and before the final levy is adopted (prior to December 30, 2019). At this meeting the board must discuss the Payable 2020 Levy and FY 2020 budget and allow the public to speak.

Attached is a revenue summary of the current preliminary levy certification (Pay 20) and estimated state aids revenue for FY21 that will be reviewed at the meeting. The Board will also have authority to underlevy in any area during the final certification in December.

**RICHFIELD PUBLIC SCHOOLS**  
**REVENUE SUMMARY**  
Preliminary Levy Certification Payable 2020

**DRAFT**

9/11/2019

|                                 | FY19<br>2017 Pay 18<br>2018-19 | FY20<br>2018 Pay 19<br>2019-20 | Sept FY21<br>2019 Pay 20<br>2020-21 | Dollar<br>Change      |
|---------------------------------|--------------------------------|--------------------------------|-------------------------------------|-----------------------|
| <b>1 GENERAL FUND</b>           |                                |                                |                                     |                       |
| 2 Equity                        | \$476,195.14                   | \$538,499.02                   | \$489,341.70                        | (\$49,157.32)         |
| 3 Operating Capital             | \$477,450.22                   | \$579,032.52                   | \$590,584.54                        | \$11,552.02           |
| 4 Deferred Maintenance          | (\$3,104.00)                   | \$0.00                         | \$0.00                              | \$0.00                |
| 5 Alternative Teacher Comp      | \$395,829.98                   | \$424,801.39                   | \$415,472.28                        | (\$9,329.11)          |
| 6 LCTS Levy                     | \$0.00                         | \$0.00                         | \$0.00                              | \$0.00                |
| 7 Achieve & Integration         | \$344,436.61                   | \$371,751.23                   | \$339,045.60                        | (\$32,705.63)         |
| 8 Referendum                    | \$6,350,258.63                 | \$6,800,561.74                 | \$5,044,651.08                      | (\$1,755,910.66)      |
| 9 Referendum - Technology       | \$2,990,330.44                 | \$3,217,354.69                 | \$3,539,085.88                      | \$321,731.19          |
| 10 Local Optional Levy          | \$1,917,997.92                 | \$2,109,089.52                 | \$3,264,856.40                      | \$1,155,766.88        |
| 11 Safe Schools                 | \$228,223.98                   | \$232,258.59                   | \$233,998.71                        | \$1,740.12            |
| 12 Student Achievement Levy     | \$0.00                         | \$0.00                         | \$0.00                              | \$0.00                |
| 13 Health and Safety            | (\$723.85)                     | \$0.00                         | \$0.00                              | \$0.00                |
| 14 LT Facilities                | \$1,841,566.48                 | \$1,846,259.66                 | \$1,789,259.03                      | (\$57,000.63)         |
| 15 OPEB Benefits                |                                | \$815,246.00                   | \$69,754.00                         | (\$745,492.00)        |
| 16 Building/ Lease              | \$810,543.51                   | \$597,351.25                   | \$694,066.01                        | \$96,714.76           |
| 17 Health Benefits              | \$20,911.10                    | \$20,312.80                    | \$30,280.40                         | \$9,967.60            |
| 18 Re-employment Ins.           | \$67,865.74                    | \$79,306.54                    | (\$11,203.14)                       | (\$90,509.68)         |
| 19 Career Technical             | \$155,414.51                   | \$124,201.82                   | \$94,447.24                         | (\$29,754.58)         |
| 20 Abatement & Other Adjustment | \$430,407.20                   | \$287,896.17                   | \$52,129.88                         | (\$235,766.29)        |
| <b>21 LEVY TOTAL</b>            | <b>\$16,503,603.61</b>         | <b>\$18,043,922.94</b>         | <b>\$16,635,769.61</b>              | <b>\$1,408,153.33</b> |
| 23 Basic,Equal, Decline         | \$28,552,205.76                | \$28,729,699.20                | \$29,182,040.58                     | \$452,341.38          |
| 24 Gifted & Talented            | \$58,805.24                    | \$59,170.80                    | \$57,011.50                         | (\$2,159.30)          |
| 25 Extended Time                | \$662,139.80                   | \$662,139.80                   | \$662,139.80                        | \$0.00                |
| 26 Basic Skills                 | \$7,131,511.70                 | \$7,027,670.91                 | \$6,658,065.22                      | (\$369,605.69)        |
| 27 Operating Capital            | \$594,763.73                   | \$516,223.85                   | \$441,240.78                        | (\$74,983.07)         |
| 28 Alternative Teacher Comp     | \$717,394.86                   | \$719,155.64                   | \$712,674.36                        | (\$6,481.28)          |
| 29 Achieve & Integration        | \$824,736.15                   | \$829,965.25                   | \$793,881.05                        | (\$36,084.20)         |
| 30 LTFM Equalization Aid        | \$0.00                         | \$0.00                         | \$0.00                              | \$0.00                |
| 31 Career Technical             | \$0.00                         | \$0.00                         | \$0.00                              | \$0.00                |
| 32 Special Education            | \$6,147,200.90                 | \$6,154,346.35                 | \$6,797,499.57                      | \$643,153.22          |
| 33 Abatement Aid                | \$50,247.99                    | \$41,466.52                    | \$21,621.66                         | (\$19,844.86)         |
| 34 Nonpub/Alt Att Transp        | \$182,112.47                   | \$124,889.45                   | \$116,973.26                        | (\$7,916.19)          |
| <b>35 AID TOTAL</b>             | <b>\$44,921,118.60</b>         | <b>\$44,864,727.77</b>         | <b>\$45,443,147.78</b>              | <b>(\$578,420.01)</b> |
| <b>37 GENERAL FUND TOTAL</b>    | <b>\$61,424,722.21</b>         | <b>\$62,908,650.71</b>         | <b>\$62,078,917.39</b>              | <b>\$829,733.32</b>   |

**RICHFIELD PUBLIC SCHOOLS**  
**REVENUE SUMMARY**  
Preliminary Levy Certification Payable 2020

**DRAFT**

9/11/2019

|                                    | FY19<br>2017 Pay 18<br>2018-19 | FY20<br>2018 Pay 19<br>2019-20 | Sept FY21<br>2019 Pay 20<br>2020-21 | Dollar<br>Change      |
|------------------------------------|--------------------------------|--------------------------------|-------------------------------------|-----------------------|
| <b>38 COMMUNITY EDUCATION FUND</b> |                                |                                |                                     |                       |
| 39 Basic Levy                      | \$287,665.70                   | \$287,665.70                   | \$287,665.70                        | \$0.00                |
| 40 Early Child & Family            | \$154,875.13                   | \$160,434.34                   | \$180,201.40                        | \$19,767.06           |
| 41 Home Visiting                   | \$4,278.69                     | \$4,588.39                     | \$5,733.14                          | \$1,144.75            |
| 42 Disabled Adults                 | \$5,429.00                     | \$5,429.00                     | \$5,429.00                          | \$0.00                |
| 43 Abate/Excess Fund Bal Adj       | \$12,451.31                    | \$7,401.64                     | \$5,158.42                          | (\$2,243.22)          |
| <b>44 LEVY TOTAL</b>               | <b>\$464,699.83</b>            | <b>\$465,519.07</b>            | <b>\$484,187.66</b>                 | <b>\$18,668.59</b>    |
| 45                                 | 72.46%                         | 74.33%                         | 70.63%                              |                       |
| 46 Basic w/ After School           |                                |                                |                                     |                       |
| 47 Early Child & Family            | \$170,184.89                   | \$155,634.08                   | \$197,962.51                        | \$42,328.43           |
| 48 Home Visiting                   | \$2,441.31                     | \$1,948.61                     | \$1,455.03                          | (\$493.58)            |
| 49 Abatement Aid                   | \$3,972.77                     | \$3,206.81                     | \$1,880.12                          | (\$1,326.69)          |
| <b>50 AID TOTAL</b>                | <b>\$176,598.97</b>            | <b>\$160,789.50</b>            | <b>\$201,297.66</b>                 | <b>(\$40,508.16)</b>  |
| 51                                 | 27.54%                         | 25.67%                         | 29.37%                              |                       |
| <b>52 COMM. ED. FUND TOTAL</b>     | <b>\$641,298.80</b>            | <b>\$626,308.57</b>            | <b>\$685,485.32</b>                 | <b>(\$21,839.57)</b>  |
| <b>53 DEBT SERVICE FUND</b>        |                                |                                |                                     |                       |
| 54 Debt Levy                       | \$3,285,398.00                 | \$3,410,033.00                 | \$3,410,033.00                      | \$0.00                |
| 55 Debt Excess                     | \$0.00                         | \$0.00                         | \$0.00                              | \$0.00                |
| 56 LT Facilities Debt Service      | \$5,334,547.58                 | \$4,989,488.26                 | \$4,193,004.38                      | (\$796,483.88)        |
| 57 Abatement Adjustment Debt       | \$139,747.56                   | \$102,762.55                   | \$64,356.13                         | (\$38,406.42)         |
| 58 Alternative Bond                | \$0.00                         | \$0.00                         | \$0.00                              | \$0.00                |
| 59 OPEB Bond                       | \$828,083.00                   | \$821,678.00                   | \$2,122,365.00                      | \$1,300,687.00        |
| 60 Debt Excess (OPEB)              | (\$76,599.70)                  | (\$27,531.41)                  | \$0.00                              | \$27,531.41           |
| 61 Abatement Adjustment (OPEB)     | \$44,907.87                    | \$24,176.19                    | \$15,511.99                         | (\$8,664.20)          |
| <b>62 LEVY TOTAL</b>               | <b>\$9,556,084.31</b>          | <b>\$9,320,606.59</b>          | <b>\$9,805,270.50</b>               | <b>\$484,663.91</b>   |
| 63                                 |                                |                                |                                     |                       |
| <b>64 ALL FUNDS TOTAL</b>          | <b>\$71,622,105.32</b>         | <b>\$72,855,565.87</b>         | <b>\$72,569,673.21</b>              | <b>\$1,292,557.66</b> |
| 65                                 |                                |                                |                                     |                       |
| <b>66 LEVY GRAND TOTAL</b>         | <b>\$26,524,387.75</b>         | <b>\$27,830,048.60</b>         | <b>\$26,925,227.77</b>              | <b>\$1,911,485.83</b> |

Minnesota Department of Education  
Levy Limitation and Certification Report  
2019 Payable 2020

District Number-Type: 0280-01  
District Name: Richfield Public School District  
Home County: HENNEPIN

Date Printed: 9/12/19  
Limits Updated: 9/11/19  
Proposed Submitted: 9/12/19

**LIMIT****PROPOSED****SUBTOTALS BY LEVY CATEGORY**

GENERAL - RMV VOTER - JOBZ EXEMPT  
GENERAL - RMV OTHER - JOBZ EXEMPT  
GENERAL - NTC VOTER - JOBZ EXEMPT  
GENERAL - NTC OTHER GENED - EXEMPT  
GENERAL - NTC OTHER - JOBZ EXEMPT  
COMMUNITY SERVICE - NTC OTHER - JOBZ EXEMPT  
GENERAL DEBT - NTC VOTER - JOBZ NONEXEMPT  
GENERAL DEBT - NTC OTHER - JOBZ NONEXEMPT  
OPEB DEBT - NTC VOTER - JOBZ NONEXEMPT  
OPEB DEBT - NTC OTHER - JOBZ NONEXEMPT

The School Board has voted to certify the MAXIMUM levy authority.

After October 1st, the county auditor should consult the Minnesota Department of Education (MDE) website for the district's current levy limitation and use this amount for the Truth in Taxation notices.

**SUBTOTALS BY FUND**

GENERAL FUND  
COMMUNITY SERVICES FUND  
GENERAL DEBT SERVICE FUND  
OPEB/PENSION DEBT SERVICE FUND

If there is a change to the district's levy limitation after October 1st, the county will be notified by MDE via email. Before finalizing tax computations for the Truth in Taxation notices, counties should double check the MDE website to be sure no changes have been made to the district's levy limitation that the county is not already aware of through this email process.

**SUBTOTALS BY TAX BASE**

REFERENDUM MARKET VALUE  
NET TAX CAPACITY

**SUBTOTALS BY TRUTH IN TAXATION CATEGORY**

VOTER APPROVED  
OTHER

**TOTAL LEVY**

TOTAL LEVY

The school district must submit the completed original of this form to the home county auditor by September 30, 2019. A duplicate form must be submitted to Minnesota Department of Education, School Finance Division, 1500 Highway 36 West, Roseville, MN 55113, by October 7, 2019.

The certified levy listed above is the levy voted by the school board for taxes payable in 2020.

Signature of School Board Clerk

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Date of Certification

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**NEW BUSINESS - FOR ACTION**

**Agenda Item VI.C.**

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

**Regular Meeting, September 16, 2019**

**Subject: Assurance of Compliance with State and Federal Law Prohibiting  
Discrimination**

(Recommended by the Superintendent)

That the Board of Education approve the Assurance of Compliance with State and Federal Law Prohibiting Discrimination form #ED-00199-08.

**Background Information**

(Prepared by Craig Holje)

Pursuant to Minnesota Statutes, section 127A.42, subd. 3, each school board must annually submit to the Commissioner of Education a statement of compliance with state and federal laws prohibiting discrimination and providing the designated supporting information to assure that statement prior to November 15.



Help

**Contact Us**

Virginia Davis

E-mail:  
[mde.compliance-assistance@state.mn.us](mailto:mde.compliance-assistance@state.mn.us)

Phone: 651-582-8338

Address:  
 1500 Highway 36 West, Roseville, MN  
 55113

**Assurance of Compliance**

**0280-01 Richfield Public School District**  
**-INFORMATION NEEDED TO EVIDENCE COMPLIANCE-**  
**School Year: 19-20**

\* - indicates required fields.

**Coordinator Identification Information**

|                   | Human Rights Coordinator                           | Title IX Coordinator                               | 504 Coordinator       |
|-------------------|--|--|-----------------------|
| Name*             | <input type="text" value="Craig Holje"/>           | <input type="text" value="Craig Holje"/>           | Mary Clarkson         |
| Telephone Number* | 612-798-6031                                       | 612-798-6031                                       | 612-798-6041          |
| Fax Number*       | 612-798-6057                                       | 612-798-6057                                       | 612-798-6057          |
| E-Mail Address*   | <input type="text" value="craig.holje@rpsmn.org"/> | <input type="text" value="craig.holje@rpsmn.org"/> | mary.clarkson@rpsmn.o |

**Mandated Reporter Training**

Minnesota Statutes, section 626.556, subd. 12, Districts must inform all mandated reporters of the duties.

☒ I verify that all mandated reporters employed by or otherwise associated with any school in this district have been informed of mandated reporting requirements and of the prohibition of retaliation against anyone reporting maltreatment.

**Date of Verification**

9/11/2019

**Document Submittal Verification**

Does MDE have current and accurate copies of the following documents?  
 Please submit updated policy if revised since Last Submitted Date.

| Document                       | Last Submitted Date | Upload Document  |
|--------------------------------|---------------------|--|
| Harassment and Violence policy | 11/02/2016          | Select file: <input type="button" value="Choose File"/> No file chosen |

**District Compliance Requirements Checklist**

This assurance is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal financial assistance extended after the date hereof to the district by the U.S. Department of Education and the Minnesota Department of Education (MDE), in installment payments after such date of application for federal financial assistance and state aid allotments which were approved before such date.

The district recognizes and agrees that such federal and state financial assistance will be extended in reliance on the representations, supporting information required by Minnesota Statute, section 127A.42, subd. 3 and agreements made in this assurance. This assurance is binding on the district and the persons authorized to submit information on behalf of the district.

Check all statements in which the district has complied with the state and federal requirements prohibiting discrimination.

**Federal Laws:**

☒ Title VI of the Civil Rights Act of 1964 (42 USC 2000d, et. seq.; 34 C.F.R. Part 100), which provides that no person in the United States shall grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the district receives federal financial assistance.

☒ Title VII of the Civil Rights Act of 1964 (42 USC 2000e, et. seq.; P.L. 88-352), as amended by the Equal Employment Opportunity Act of 1972 (92-261), which prohibits discrimination in employment because of an individual's race, color, religion, sex, or national origin.

☒ Title VII of the Civil Rights Act of 1964 Pregnancy Discrimination Act (within Title VII) (42 USC § 2000e(k)).

☒ Title IX of the Education Amendments of 1972 (20 USC § 1681; 34 C.F.R. Part 106), which prohibits discrimination on the basis of sex in educational programs and activities receiving or benefiting from federal financial assistance.

- ☒ The Age Discrimination in Employment Act of 1967 (29 USC § 621; 42 USC § 6101; 29 C.F.R. Part 621), which prohibits discrimination on the basis of age (over 40 years).
- ☒ Section 504 of the Rehabilitation Act of 1973 (34 C.F.R. part 104) prohibiting discrimination on the basis of disability.
- ☒ The American with Disabilities Act (42 USC § 12101, et seq.), also prohibiting discrimination on the basis of disability.
- ☒ Denial of Equal Educational Opportunity Prohibited (20 USC § 1703).
- ☒ The Fair Housing Act (42 USC § 3601 et seq.; 24 C.F.R. part 100).
- ☒ The Age Discrimination Act of 1975 (42 USC § 6101 and 6102; 34 C.F.R. part 110).
- ☒ Prohibition of Discrimination Based on Blindness (20 USC § 1684).

**State Laws:**

- ☒ The Minnesota Human Rights Act (Minn. Stat. § 363A), which prohibits discrimination in education programs and activities on grounds of color, creed, religion, national origin, sex, marital status, status with regard to public assistance, sexual orientation, disability or age.
- ☒ Minnesota Statutes, section 121A.031, which requires school districts to have a written policy to prevent and to prohibit student bullying.
- ☒ Minnesota Statutes, section 121A.03, which requires school districts to have a policy prohibiting sexual/racial/religion harassment and victimization which applies to students, teachers, administrators and other school personnel.
- ☒ Minnesota Statutes, section 121A.04, which prohibits sex discrimination in athletic programs.
- ☒ Minnesota Rules, part 3500.0550, relating to the Inclusive Educational Program Plan.
- ☒ Minnesota Rules, Chapter 3535.0100-.0180; 3535.2300-.2800; 3535.3000-.3700, relating to equality of educational opportunity and school desegregation, and prohibition of discriminatory practices.

**By clicking "Submit" you are affirming that these laws are available in each building in the district, that the information that you have provided and that you have the authority to submit this assurance on behalf of the district.**

**NOTE: When data entry is complete, click "Submit" to send data to The State Department of Education.**

**NEW BUSINESS- FOR ACTION**

**Agenda Item VI.D.**

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

**Regular Meeting, September 16, 2019**

**Subject: Donations**

(Recommended by the Superintendent)

The Board of Education accept the following donations with gratitude.

**Donation to Richfield Stem School:**

Through the Wells Fargo Foundation Educational Matching Gifts Program:

Dennis Cox - \$462

Patrick Stone - \$420

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# **LEGISLATIVE POLICIES**

## **2018**

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# MINNESOTA SCHOOL BOARDS ASSOCIATION

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## *2018 LEGISLATIVE POLICIES*

*(Adopted December 02, 2017)*

### **1. SCHOOL FINANCE - STATE AID**

#### **General Education Revenue**

- 1.1** Urges the legislature to establish, by statute, the level of per pupil funding within 30 calendar days from the submission of the governor's budget any further that the establishment of the state percent of funding shall be the only subject of such legislation.
- 1.2** The MSBA supports a General Education Revenue Program that provides for adequate, stable, and equitable revenue as follows:
- Urges the legislature to support a uniform and equal application of the funding and policy components that will ensure adequate, equitable, and stable revenue for Minnesota's public school districts;
  - Supports designation of public education as the state's highest funding priority;
  - Urges the legislature to increase the General Education Revenue Program basic allowance by at least the rate of inflation;
  - Supports additional revenue to school districts that have costs related to sparsity, compensatory funding based on student eligibility for free and reduced lunch, and declining enrollment and growth;
  - Supports equitable revenue access for all school districts through reduction of revenue disparities by leveling up low revenue access districts;
  - Supports legislation giving special consideration to providing adequate funding formulas, in addition to the General Education Revenue Program, for Summer Education Programs (through an equalized levy funding formula) and Staff Development/Improvement Programs; and
  - Supports increases to the basic General Education Formula allowance in a manner that produces a similar revenue increase among all school districts without further restricting local school board autonomy in the use of those funds (referendum deduct is an example).
- 1.3** Urges the legislature to increase the base funding formula and index it to the rate of inflation in order to protect against future increased costs. (2017)

- 1.4** Urges the legislature to provide adequate revenue to school boards, maximum flexibility and allow for local school districts needs and priorities as it relates to challenging all public school students with rigorous coursework that meets their academic needs.

### **Equity Funding**

- 1.5** Urges the legislature to increase the equalization factor for the operating referendum, debt service levies, and also for the school board approved local optional levy to address inequities among property taxpayers from one school district to another. Tie equalization factors to inflation so they maintain their value over time (2016)
- 1.6** Urges the legislature to provide general education disparity aid. (2015)
- 1.7** Urges the legislature to increase equity funding and equalization revenue to reduce the difference between the highest and lowest funded school districts. (2013)
- 1.8** Supports legislative adoption of a comprehensive education funding formula which brings greater equity to the funding formula and which includes components that recognize variable costs which exist between school districts, and provides adequate revenue to fund a basic comprehensive general education program.
- 1.9** Supports necessary and equitable state tax programs to provide sufficient revenues to fund fully the necessary legislative appropriations for public school aids.

### **Accounting Principles, Shifts and Transfers**

- 1.10** Urges the legislature to enact permanent authority for a school district to transfer funds and accounts within the general fund.
- 1.11** Supports all legislative and administrative procedures that provide stability to the funding process for elementary and secondary education and opposes any rescission or proration of state aid.
- 1.12** Supports the concept of fund integrity, but in the event of a state aid rescission, as a secondary priority, supports the transfer of interest moneys from all nonoperating funds into the general fund.
- 1.13** Believes that school districts, in cases of future loss of state funding appropriations, which were previously committed to school districts should have the option to choose which district fund(s) to reduce.
- 1.14** Supports legislation which would subtract the number of dollars that have been generated by referendum levy from the unreserved fund balance prior to identifying districts to receive deferred state payments.

- 1.15 Urges the legislature to oppose any constitutional amendments that dedicate state funding for a specific purpose that would otherwise be available for K-12 funding.
- 1.16 **Urges the legislature to increase gifted education funding to \$39.00/ADM and these funds shall be used for identification, academic programing and professional development towards improved academic experiences for gifted students in Minnesota. (2017)**
- 1.17 Urges the legislature to repeal the 1999 law requiring that general education and referendum revenue be allocated initially to school districts, with any reallocation requiring board action and a report to the Commissioner of the Minnesota Department of Education.
- 1.18 Supports legislation allowing school districts to make personnel cutbacks during the school year when federal and/or state aids are withheld or recisioned.
- 1.19 Supports funding of all current year aid programs with deficiency appropriations to prevent additional cash flow problems for districts.
- 1.20 Supports a state aid payment schedule for districts of 90 percent current year - 10 percent prior year.
- 1.21 Opposes any legislation which would financially or otherwise penalize a school district for maintaining an adequate and necessary fund balance.
- 1.22 Opposes legislation which would require a district to provide to the commissioner audited financial data on any date earlier than November 30.
- 1.23 Urges the legislature to provide 100 percent reimbursement for school districts costs associated with court-ordered placement of general education students.

### **Special Education**

- 1.24 **Urges the legislature to create a task force to study the special education cross-subsidy with timeline and funding recommendations. (2017)**
- 1.25 Urges the legislature to stabilize education funding by reducing the special education cross-subsidy by 25 percent. (2016)
- 1.26 Urges the legislature to request an education and economic impact statement on any significant change to special education rule or statute. (2013)
- 1.27 Urges the legislature to eliminate the cross subsidy of special education programs by general education funds. The state shall assume the responsibility of supplying the

additional revenue to fully fund the gap between the deficit in federal funding and the actual special education costs incurred by school districts.

- 1.28** Urges the legislature to support legislation on the state level and regulatory advocacy on the federal level to obtain consent for third party billing on state public assistance enrollment forms and a federal waiver from regulations that require school districts acquire third party insurer denials before billing medical assistance (MA)/medic aid.
- 1.29** Supports legislation to adjust upward the special education funding levels to more closely reflect reality; or provide school districts with assistance in holding down rising special education costs.
- 1.30** Urges the legislature to provide 100 percent reimbursement for charter school excess costs and tuition costs associated with court-ordered placement in special settings.
- 1.31** Urges the legislature to provide that public school districts are not required to subsidize other education service providers in the public school payment of tuition for court-ordered placement of children.
- 1.32** Urges the legislature to simplify and adequately fund special education services.
- 1.33** Urges the legislature to treat special education costs similar to human services which are built into the state budget forecast.
- 1.34** Urges the legislature to change the special education funding formula with the goals of simplification, predictability and reduced reporting burden. Any changes should ensure that districts receive a greater portion of the costs incurred for the mandated services.
- 1.35** Opposes any special education mandates that exceed federal special education mandates.

## Transportation

- 1.36** Urges the legislature to adjust the sparsity formula of the school finance act to reflect the coefficients recommended in the 2002 pupil transportation report prepared by the Minnesota Department of Education (MDE) at the direction of the legislature.
- 1.37** Urges the legislature to conduct a thorough study of district transportation needs and use results of the study to develop a transportation funding formula which meets district needs.
- 1.38** Urges the legislature to reimburse districts for the total cost of charter, nonpublic school, and interdistrict desegregation student transportation.

- 1.39** Supports legislation which gives local school districts the authority to levy the district's residents for the additional cost of hazardous busing. This funding would be unequalized and the cost borne by the residents of the district.

### **Dedicated Funds**

- 1.40** Urges the legislature to create a source of funding for school districts to create innovative new programs to help in closing the achievement gap and improve learning for all students. (2016)
- 1.41** Urges the legislature to provide support and dedicated funding for the training of school staff on mental health issues, comprehensive school-based mental health services and building links between the schools and the community mental health system. (2016)
- 1.42** Urges the legislature to support the seven-year funding timeframe for English Learner (EL) students based on the need for acquisition of academic proficiency. (2015)
- 1.43** Urges the legislature to include in the compensatory funding formula a minimum of \$1,700 per compensatory pupil unit and allow flexibility in the use of funds to focus on closing the achievement gap and improving student outcomes for struggling students. (2014)
- 1.44** Urges the legislature to establish a categorical funding mechanism to assist school districts with the increasing costs of internet connectivity and of technology equipment in our schools today. (2014)
- 1.45** Supports modifying English Learner (EL) formulas to include an inflation adjustment.
- 1.46** Urges the legislature to provide a supplemental appropriation to Minnesota's public school districts to provide funding for school district energy costs, including the increased fuel costs of transportation.
- 1.47** Urges the legislature to support state aid for public school districts for alternative energy sources.
- 1.48** **Urges the legislature to allow school districts to have greater flexibility in spending compensatory dollars for extended time. (2017)**
- 1.49** Urges the legislature to provide, at least, an inflationary increase to the extended time component.
- 1.50** Urges the legislature to increase extended time revenue from 1.2 to 1.5 and link this to the general education formula so that future increases to the formula are passed onto extended time learning opportunities.

- 1.51** Urges the legislature to provide additional funding for school districts by increasing the LEP per pupil allocation from \$700 to \$750.
- 1.52** Urges the legislature to support the implementation steps for voluntary metropolitan integration/desegregation programs by including funding for student recruitment/placement, two-year start-up funding for interdistrict schools equivalent to the start-up funding for charter schools, additional funding to support the increased administrative costs due to the interdistrict nature of these programs (e.g. collaboration, development of model magnet programs, data finance services, staff development efforts, etc.) magnet schools, interdistrict transportation for integration programs, programs to train and recruit teachers of color, an adequate legislative appropriation for and continued funding to school districts of the per pupil integration aid formula in the amount of \$93 per adjusted marginal cost pupil unit, the transfer of aids to participating districts to ensure no substantial losses in revenue, and debt service equalization aid for approved programs.
- 1.53** Urges the legislature to repeal the 1999 law that mandates that the state aid portion of a district approved excess levy follows a student that enrolls in another district under the open enrollment law.
- 1.54** Urges the legislature to permanently and fully fund the Telecommunications/ Internet Access Equity Aid. (2016)
- 1.55** Urges the legislature to provide funding to pay the costs of EEOC conciliation agreements, adjudicated costs, penalties, and fees, resulting from investigations of discrimination within the early retirement incentive/severance pay contract language.
- 1.56** Urges the legislature to appropriate funding to reimburse school districts for costs associated with the mandatory school immunization law.
- 1.57** Supports legislation that states that Q Comp districts that have spent a minimum of two percent of their budget for Q Comp staff development shall be deemed to have met the requirements of the two percent staff development set aside state law.
- 1.58** Urges the legislature to establish a special legislative task force to study and make recommendations on the following compensatory education formula components: 1) The appropriateness of using free and reduced price lunches as the determining factor for revenue eligibility; 2) The educational effectiveness of distribution of revenue to sites instead of to the district; 3) The issue of accountability to the public for the decisions related to the expenditure of compensatory revenue when revenue is distributed by the state to the site instead of to the elected school board; 4) The narrow definition of what qualifies as a “site based decision making team” under the present statute; and 5) The impact on individual districts and school sites of the changes to compensatory revenue as enacted by the 1997 legislature.



## Capital and Facilities

- 1.59** Urges the legislature to allow a school district that is within a year of making the last bond payments on a building project and is conducting a new bond election that will not increase the taxpayer's overall tax rate for repayment of building bonds may print the following statement on its ballot: "By voting 'yes' on this ballot question, you are voting to continue the existing tax rate for building bonds that would otherwise be reduced or eliminated." (2017)
- 1.60** Urges the legislature to expand the allowed use of long-term facilities maintenance revenue. (2015)
- 1.61** Urges the legislature to support border to border high-speed internet access for all Minnesotans. (2014)
- 1.62** Urges the legislature to enact the recommendations of the facilities funding working group convened by the Minnesota Department of Education in 2013. (2014)
- 1.63** Urges the legislature to increase the formula allowance of \$100/pupil unit for facilities and \$73/pupil unit for equipment used in the calculation of operating capital in accordance with the regional consumer price index annually.
- 1.64** Urges the legislature to appropriate adequate revenue to allow Minnesota school districts to repair, remodel, and build buildings, address health, safety, and handicapped issues and meet the increasing technology demands for wiring, Internet accessibility and other technology needs.
- 1.65** Urges the legislature to expand the long-term facilities maintenance bonding and levy program projects to include approved energy conservation and efficiency projects.
- 1.66** Urges the legislature to amend the long-term facilities maintenance bonding and levy program to allow for the financing of new construction in lieu of remodeling when the total cost of remodeling exceeds 80 percent of the costs of new construction. Such new construction would be subject to the review and comment procedures.
- 1.67** Urges the legislature to enact legislation designating debt service as an open and standing appropriation.
- 1.68** Urges the legislature to replace Adjusted Net Tax Capacity (ANTC), which is calculated by comparing current property sales with the taxable market value, or Net Tax Capacity (NTC), as the basis for the debt service equalization formula and the Maximum Effort Capital Loan Program with a new debt service net tax capacity, which will be calculated by comparing current property sales with the assessors' Estimated Market Value (EMV).

- 1.69** Urges the legislature to revise the Minnesota statutes to allow the accumulation of the debt service excess fund balance to be transferred to the operating capital for use by school districts for the betterment of school facilities.
- 1.70** Supports authorizing that public school boards may require sufficient school facilities be provided by 1) housing developers, 2) taxpayer referendums, 3) alternative revenue sources, or 4) by any combination thereof before a township, village, city or county can approve a proposed housing subdivision.

### Equalization

- 1.71** Urges the legislature to make voter-approved school referendum revenue more affordable in low property wealth districts for districts below the state average in total general education funding per pupil by enhancing the equalization factor for those districts where taxpayers must pay two to three times more for the same amount of school referendum revenue as taxpayers in high property wealth districts. (2014)
- 1.72** Urges the legislature to increase the equalizing factor for operating capital revenue to at least \$22,222 of adjusted net tax capacity per pupil.
- 1.73** Urges the legislature to continue to provide greater equalization of the debt service levy with the goal to fully equalize the debt service levy.
- 1.74** Urges the legislature to lower the debt service equalization eligibility threshold to 10 percent.
- 1.75** Urges the legislature to improve the level of equalization aid for the long-term facility maintenance levy.

### Aid to Nonpublic Schools

- 1.76** Opposes any new legislation requiring state education funds for nonpublic schools, and opposes tuition tax credits for attendance in private elementary and secondary schools.
- 1.77** Opposes increased state income tax deductions for parents of students attending nonpublic schools.
- 1.78** Supports legislation that provides that home school students must participate in the statewide testing program for public school districts. The test results must be reported by the home school to the Commissioner of the Minnesota Department of Education who must aggregate the test scores and report the scores to the public.
- 1.79** Urges the legislature to enact legislation that provides prior to any parent, child or nonpublic school receiving public revenue for the use of tuition or other costs

associated with that child attending the nonpublic school, the nonpublic school must certify that the school is in compliance with at least the following:

- Nondiscriminatory student admission and education program participation policies;
- State and local building codes;
- Nondiscriminatory hiring practices and prospective employee criminal background checks;
- Prohibit the use of public funds to promote a religion;
- The Pupil Fair Dismissal Act (M.S. 121A.40 - 121A.56)
- Minnesota's Open Meeting Law in regards to board of directors or school board meetings;
- Generally accepted accounting and reporting standards;
- Administrators and teachers meet the same licensure requirements as required for public school districts;
- Minnesota's Graduation Rule and Student Testing and Performance Reporting as required of public schools;
- Minnesota's Government Data Practices Act; and
- Minnesota's Public Employment Labor Relations Act.

**1.80** Opposes a state or federal voucher system plan for public or nonpublic schools for the distribution of state and federal support of educational programs and institutions.

**1.81** Supports approval of nonpublic schools by an existing state agency and supports enforcement of this standard by the state agency rather than the local school superintendent by filing complaints against the private school director rather than each parent.

**1.82** Urges the legislature to establish an enforceable definition of a school.

**1.83** Urges the legislature to fund the administrative functions for home schools.

**1.84** Urges the legislature to amend M.S. 125A.18 to be consistent with relevant provisions of the federal Individuals with Disabilities Education Improvement Act (IDEA), 20 U.S.C. §1401, to acknowledge that students placed by their parents in a nonpublic school do not have an individual right to a Free Appropriate Public Education (FAPE).

## **Charter Schools**

**1.85** Urges the legislature to require that charter schools and traditional K-12 schools be held accountable to the same measures of reporting and financial accountability under state law.

**1.86** Urges the legislature to support legislation that would allow local school districts the same flexibility as charter schools and further provide state aid to school districts for the full cost of providing transportation and special education services to charter schools.

- 1.87** Urges the legislature to amend M.S. 124D.10 charter schools to: 1) require an application for a proposed charter school to be valid only for a specific address; 2) require the sponsor of a proposed charter school to state in their application how the proposed charter school's enrollment would impact the intensity of segregation of an existing racially identifiable school in that community; and 3) require the Minnesota Department of Education commissioner not to approve a proposed charter school application, if the charter school's enrollment will intensify the segregation of an existing racially identifiable school and/or will create a new racially identifiable school in that community.

## **Mandates**

- 1.88** Supports, prior to and after a mandated program is enacted, consideration and implementation of the following:
- a cost impact study;
  - Full state funding of the mandated program to include implementation and additional administrative overhead costs;
  - A systematic procedure should be adopted guaranteeing that all of the appropriate governmental agencies affected by the proposed mandated program are consulted during deliberation;
  - Prior to statewide implementation, full funded pilot sites should be selected in order to determine effectiveness and feasibility of carrying out the mandate;
  - Prior to statewide implementation, all existing laws and regulations should be changed to accommodate the mandate; and
  - A sunset provision should be adopted three years after statewide implementation to determine whether continued funding is justified.
- If state aid commitments are reduced in the future, mandated programs not fully funded should not be required by the state.
- 1.89** Opposes the enactment of legislation mandating class size.
- 1.90** Opposes the establishment of mandatory breakfast programs in public schools.
- 1.91** Supports legislation to provide financial resources for, but not mandate, year-round school.
- 1.92** Opposes legislation which requires school districts to provide full-day, every-day kindergarten.

## 2. TAXATION – LEVIES

### Voter-Approved Levy Referenda

- 2.93** Urges the legislature to provide leadership in addressing the issue of school bond referendum issues and provide solutions that will support a more equitable approach in reference to agricultural taxes. (2015)
- 2.94** Supports authority for local referendums to provide revenue upon approval of the voters. Further supports greater equalization of the excess levy with the goal of fully equalizing the excess levy.
- 2.95** Supports legislation to rescind all statutes limiting the ability of local school boards to submit referendum questions to their voters and to gain voter approval for such referenda, to wit: 1) Allow local school boards to set their election dates; 2) Remove the requirement of prejudicial language on mailings to taxpayers that would tend to influence voters to vote a certain way, or eliminate the requirement for a costly mailing entirely; and 3) Repeal of the provision that all referenda approved after November 1, 1992, will be levied against market value rather than tax capacity.
- 2.96** Urges the legislature to amend M.S. 211A and 211B to exclude school boards from the definition of “committee” and clarify that a “disbursement” includes expenditures to provide information that advocate for the promotion or defeat of a ballot question, but not expenditures to provide neutral information only.
- 2.97** Urges the legislature to modify current Minnesota statutes and move to one universal referendum cap that is calculated at the current highest level available to any Minnesota public school district.
- 2.98** Urges the legislature to provide school boards with discretionary levy authority to renew expiring referendum levies for a period of time not to exceed the amount and the time period of the original levy. A condition of this authority is that a school board will conduct a public hearing notifying all taxpayers of the district of said meeting prior to approval of the levy.
- 2.99** Urges the legislature to repeal any statute that “sunsets” school district operating levies.
- 2.100** Urges the legislature to allow districts that have had a failed operating levy attempt and have a positive fund balance of three percent or less to hold an election that meets current state election laws in order to seek voter approval of an operating referendum up to three times per calendar year.

- 2.101** Urges the legislature to remove the requirement of M.S. 275.60 which provides that new excess levy and bond referendum ballots must contain the following language, “By voting “Yes” on this ballot question, you are voting for a property tax increase.”
- 2.102** Urges the legislature to oppose any legislation which would have the local tax portion of a school district’s voter approved operating levy follow a student who enrolls in a charter school within the school district boundaries.
- 2.103** Opposes any legislation which would require the voters to approve any tax increases (excluding excess levy and school bond issues) by an election ballot vote and/or approval of a school district budget by a majority vote of district residents at a local public hearing/meeting.
- 2.104** Urges the legislature to eliminate seasonal/recreational exemption from voter approved operating levy funding.

### **Board-Approved Levies**

- 2.105** Urges the legislature to expand the use of the lease levy to include the installation of alternative forms of renewable energy and equalize the lease levy. (2016)
- 2.106** Urges the legislature that the calculation for seasonal/recreational property in the tax base used for the Long-term Facilities Maintenance Revenue Program be adjusted to cover the removal of seasonal/recreational property from the tax base and increase the equalization factor enough to ensure other school districts are not penalized by the change. (2015)
- 2.107** Urges the legislature to modify lease levy to include leasing space for technology equipment and network operations. (2014)
- 2.108** Urges the legislature to allow the long-term facility maintenance levy to include building security improvements and costs for school resource officer personnel. (2013)
- 2.109** Urges the legislature to allow the amount of the safe schools levy to be determined by the local school board.
- 2.110** Urges the legislature to release school districts from the lease levy cap.
- 2.111** Urges the legislature to eliminate the “Pupil Enrollment Growth” from statute as a criterion for consideration by the Commissioner of Education in authorizing a school district to exceed the lease levy limit. Further urges that the statutory five-year limitation for exceeding the lease levy limit be eliminated.
- 2.112** Urges the legislature to expand the Long-term Facility Maintenance Program or provide separate programs to address energy efficiency improvements.

- 2.113** Urges the legislature to expand the long-term facility maintenance revenue to allow school districts to fund playground equipment including accessibility and design.
- 2.114** Urges the legislature to allow school districts to cover yearly influenza (flu) related costs through the long-term facility maintenance levy.
- 2.115** Urges the legislature to make the lease levy available to a school board to utilize for repurpose or retrofitting closed schools for other educational purposes for three fiscal years after the school board has closed a public school.
- 2.116** Urges the legislature to authorize the use of long-term facility maintenance revenue to repay interest costs for health and safety projects.

### **Tax Increment Financing (TIF)**

- 2.117** Supports mandated school board approval on any use of tax increment financing within the school district boundaries.
- 2.118** Urges the legislature to restrict tax increment financing to industrial and commercial use meeting any one of the following criteria: 1) New long-term real job growth; 2) Job expansion of existing industrial and commercial business; and 3) Job retention of existing industrial and commercial business. Further urges the legislature to enact legislation which provides that: 1) Tax increment districts cease to exist once the revenue collected are sufficient to retire the bonds; 2) Any two elected governmental units affected negatively by tax increment, beyond bond redemption, shall have the right by joint resolution to call for a public election as to whether the tax increment district shall continue; 3) All appreciated market values of all property in a TIF district, beyond the values used to compute the retirement of bonds at the time of their issuance, be distributed in the normal manner as if the tax increment district did not exist; 4) If tax increment funding is used to remove buildings and property from the property tax rolls, the tax increment district shall provide makeup funds to the other local units of government, thus maintaining their revenue source and not causing them to increase taxes because of a smaller tax base; and 5) In any tax increment district where fund balances exist which exceed the full bonded indebtedness of that district, that those excess funds be returned to the county auditor for distribution to each taxing authority within the tax increment district proportional to distribution as if the tax increment district did not exist.

### **Other Tax Policies**

- 2.119** Urges the legislature to support legislation that would provide state funding for school district costs related to inaccurate state-assessed property values. (2017)
- 2.120** Urges the legislature to exempt school employee health clinics from state and local property taxes. (2013)

- 2.121** Urges the legislature to exempt student parking fees from Minnesota sales tax. (2013)
- 2.122** Urges the legislature to restore the wind power production tax credit in order to restore wind energy revenue payments to school districts.
- 2.123** Urges the legislature to repeal all Truth In Taxation requirements for school districts.
- 2.124** Supports a continuous review of real property tax exemptions to assure that all real property not used for public purposes or legitimate charitable purposes is listed on real property tax rolls.
- 2.125** Opposes change in statutes dealing with the distribution of taconite taxes to local school districts receiving such taxes and believes that the present methods of collection, distribution and deduction should be continued.
- 2.126** Supports reimbursement to districts on a current basis for tax delinquencies, and urges that when delinquent taxes are paid, the State of Minnesota be reimbursed. Further supports establishment of a statewide pool to pay abatements on behalf of school districts. School districts would repay the state pool when abatement levies are received.
- 2.127** Supports change in the property tax law to allow a school district which rents unused space in a building used for school purposes to a profit-making firm or institution to pay a fee to cover fire and police services in lieu of property taxes.
- 2.128** Opposes the extension of any state or local sales tax to school district purchases.
- 2.129** Urges the legislature to direct the Minnesota Department of Education to provide levy data to independent school districts 30 days prior to the date to be certified to the County Auditor and if the Minnesota Department of Education does not meet this deadline, the date to certify the proposed levy will be moved back to allow the 30 days for preparation and study.
- 2.130** Supports the inclusion of school district numbers on Minnesota State Income Tax Forms.

### **3. SCHOOL BOARD-EMPLOYEE RELATIONS**

#### **Staff-Student Ratios**

- 3.131** Supports allowing school districts to determine the appropriate number of school counselors required for their districts.



## Licensure

- 3.132** Urges the legislature to make adjustments to Minnesota Rule 8710.4770 teachers of science endorsement licensure by examination, to make it possible under this rule for teachers with a 9-12 science license to add by examination additional science license for 7-12. (2015)
- 3.133** Urges the legislature to engage the Higher Learning Commission (HLC) in discussions to explore and find alternative approaches to the current HLC policy related to high school CE/CIS instructors and to provide financial assistance to mitigate the effect of the policy requirements put forth by the HLC to maintain the structure and high standards for CE/CIS instructors. (2015)
- 3.134** Urges the legislature to create a regional task force to resolve the faculty requirements for Concurrent Enrollment Program. (2015)
- 3.135** Supports providing licensed high school teachers currently teaching vocational education courses better alternatives for acquiring vocational education licensure, which may include a longer period of time under temporary licensure, which requires actual work experience, a more reasonable amount of work experience for duly licensed classroom teachers, or more appropriate work experience opportunities for fully state licensed classroom teachers.
- 3.136** Opposes licensure requirements for any community education instructor, except in those situations where credit courses are taught for diploma or GED courses or specialized license for classes, such as driver education.

## Contracts, Compensation and Benefits

- 3.137** Urges the legislature to support policies that will help attract and retain teachers with greater emphasis on:
- Continuing to increase incentives to teachers in areas of shortage;
  - Hiring staff that reflects the diverse student populations;
  - Reducing barriers to the teacher licensure process;
  - Streamlining and simplifying the teacher licensure process;
  - Providing alternative licensure pathways to career and technical experts;
  - Retaining existing teachers through mentorship and training;
  - Supporting locally developed, research based, programs to recruit, train, and develop potential staff in areas difficult to fill; and
  - Increasing education funding to provide competitive compensation packages. (2016)
- 3.138** Urges the legislature to act on these areas in workers' compensation: 1) support use of the Workers' Compensation Advisory Council (WCAC) system to consider proposals for medical cost containment reforms; 2) oppose expansion of workers' compensation and

related health insurance benefits; 3) support continuing the Workers' Compensation Reinsurance Association (WCRA) as the mandatory workers' compensation reinsurer; 4) support modifying state statutes to treat PTSD events involving several affected parties as one occurrence for retention purposes, thereby reducing the exposure of self-insured entities and the statewide insurance pools; and 5) support legislation that would disallow the "stacking" of public employee retirement benefits and workers' compensation benefits. (2014)

- 3.139** Urges the legislature to study the issue of teacher and administrator tenure/continuing contract in order to provide a research basis upon which to enact reforms. The study should address at least the following issues: 1) The relationship, if any, between tenure/continuing contract and student performance; 2) Barriers (including financial costs) to effective implementation of existing statutes; 3) The implications, including financial costs, of eliminating or modifying tenure/continuing contract; and 4) The experiences of other states that have undertaken tenure reform.
- 3.140** Supports a three-year probationary period under M.S. 122A.40 and 122A.41 for the first three years of consecutive employment in a district and for in-district promotion for all licensed staff including administrators and teachers.
- 3.141** Amend the teacher tenure law to allow for a new one-year probationary period for teachers who have been previously tenured in that district, but have separated from that district for five-years.
- 3.142** Urges the legislature to allow a school district and an exclusive representative to enter up to a five-year master agreement on a voluntary basis.
- 3.143** Supports amending the present Minnesota Public Employment Labor Relations Act (PELRA) to allow school boards to incorporate into their compensation policies a method for providing additional annual compensation to a teacher who, in the opinion of the school board upon evaluation, is providing excellence in working with the pupils in the district.
- 3.144** Supports permitting school districts to more adequately compensate licensed teachers which are deemed to be in short supply by the legislature and the Minnesota Department of Education and this authority to be apart from, or in addition to, the provisions of the master agreement.
- 3.145** Supports amending M.S. 122A.40, subdivision 7 to stipulate a uniform final date for teacher resignation submission which shall be no later than April 1.
- 3.146** Supports legislation to modify the continuing contract law and the teacher tenure act to indicate that employees may not bump into supervisory, administrative or extended

year positions because they have greater seniority than incumbent employees in those positions.

- 3.147** Supports legislation which will permit school districts which employ previously tenured teachers to observe and evaluate those teachers for two years prior to making a decision on whether or not to grant tenure.
- 3.148** Urges the legislature to enact a law that would limit the liability of districts in instances where a student with a disability does not receive services as specified in the student's Individualized Education Plan (IEP) because the district is unable to hire an appropriately licensed teacher due to a statewide shortage of teachers in the required license area.
- 3.149** Urges the legislature to initiate and adequately fund a program to increase the numbers of teachers of color by recruiting promising high school students and by offering loans to cover their costs for attending a Minnesota college or University, such loans to be forgiven on a phased schedule if the student teaches in the state of Minnesota.
- 3.150** Urges the legislature to amend the law to allow a second probationary period for principals.
- 3.151** Urges the legislature and those bodies with rulemaking authority to clarify that any required paraprofessional credential is not considered to be a license for purposes of M.S. 122A.40 and M.S. 122A.41.
- 3.152** Opposes mandated severance pay.
- 3.153** Opposes establishing public school teacher or other school district employee salaries and fringe benefits on a statewide or regional basis.
- 3.154** Opposes any legislation requiring a minimum level of fringe benefits for public school teachers or other employees.

### **Site Based Management**

- 3.155** Supports a voluntary program and urges the legislature to provide school boards with flexibility from state laws and regulations when school boards implement a Participative Decision Making/Site Management Program in the district.
- 3.156** Believes that any legislation proposing decentralization of decision making should contain the following components: 1) The legislation should clearly state the intended goals (e.g. improved learning, increased parent involvement, possible structural changes, etc.); 2) The legislation should contain an adequate phasing in concept so that districts/sites can receive assistance to be successful and that the change is sustainable; 3) The legislation clearly establishes a process through formal agreement for stakeholders to clarify roles and responsibilities to be carried out by the district and the

site (e.g. curriculum, hiring, dismissal, evaluation, liability, etc.); 4) The legislation should provide flexibility , based on responsibilities, for the district and site stakeholders to determine what percent of revenue should flow from the district to the site; 5) The legislation should provide for the creation of baseline evaluation data to determine the effectiveness of decentralized decision making and whether the intended goals of the legislation are being met; 6) The legislation should clarify the support role of the Minnesota Department of Education in decentralized decision making; and 7) The legislation should provide adequate resources and/or incentives to assist the legislation in being successful (e.g. staff development, materials, etc.).

- 3.157** Urges the legislature to establish a task force to study and make recommendations on a range of issues prior to full-scale implementation of site-based management, including, but not limited to: data privacy; PELRA and personnel issues; liability; local site accountability; salary differentials; and provisions of federal and state mandates including special needs services (Title 1, Special Education, Limited English Proficiency).

### **Employee Work Stoppage**

- 3.158** Opposes amending the Public Employee Labor Relations Act to permit employee “sympathy strike” rights.
- 3.159** Urges the legislature to support a change to the current school board - teacher collective bargaining: The teachers in a district are prohibited from striking on issues relating to total package compensation (including fringe benefits) if the school board offers the teachers a contract that includes a percentage increase in total package compensation equal to the legislatively enacted percentage increase in the general education formula.
- 3.160** Supports amending the Minnesota Public Employment Labor Relations Act (PELRA) to provide the following: 1) Bargaining would continue as under existing law until September 1 of the odd-numbered year; 2) After September 1 of the odd-numbered year, if either the school board or the exclusive representative of the teachers request arbitration, the Bureau of Mediation Services (BMS) would be required to prepare a list of the items in dispute to be submitted for final-offer total package arbitration based on the positions submitted by the parties during negotiations or mediation; 3) Within 15 days of its receipt of the BMS list of the items in dispute to be submitted for final-offer total package arbitration, the school board would have to notify the BMS whether it would accept submission of the contract to final-offer total package arbitration; 4) If the board accepts submission of the contract to final-offer total package arbitration, the matter would be submitted and both parties would be bound by the results; 5) If the board does not respond within 15 days of the receipt of the BMS list of items in dispute or rejects submission of the contract to final-offer total package arbitration, the teachers could strike after a vote by the bargaining unit membership on the school board’s last offer and compliance with current notice provisions; 6) If the vote by the membership is for acceptance of the school board offer, no strike may take place and,

upon ratification by the school board, the contract is settled based on the school board's last offer; 7) An arbitrator's award may not place the district in a deficit situation; and 8) If neither party requests arbitration, bargaining would continue as under current law.

- 3.161** Supports amending the Minnesota Public Employment Labor Relations Act (PELRA) to provide that if the school board and the exclusive representative of the teachers do not reach a settlement on the master agreement by September 1 of the odd year, the school board and the exclusive representative will be certified for binding arbitration. The school board and the exclusive representative of the teachers will each be required to prepare a list of the items in dispute and submit the list to the Bureau of Mediation Services. Arbitration will take place as presently provided in statute with the exception that the arbitrator's award shall be either the school board's final-offer total package or the exclusive representative final-offer total package unless conventional or item by item final-offer arbitration is mutually agreed upon by the school board and the exclusive representative of the teachers.

### Collective Bargaining

- 3.162** Urges the legislature to amend PELRA to clarify that, at the expiration of an existing labor agreement between a school district and its teachers, no change in compensation or fringe benefits may be made for teachers until a new labor agreement is fully ratified, and no change in compensation or fringe benefits shall be retroactive unless retroactivity is specifically agreed to as part of the negotiated settlement.
- 3.163** Urges the legislature to amend M.S. 122A.40 to expedite the termination procedures in Subd. 9 and the immediate discharge procedures in Subd. 13 by codifying the time line for remediation and limiting the use of arbitration to cases of immediate discharge.
- 3.164** Opposes further changes in the Public Employees Labor Relations Act which would increase employee authority and supports preserving lay control of public school districts.
- 3.165** Believes that school administrators should have meet and confer rights only, no right to strike, and arbitration should be voluntary and not binding.
- 3.166** Supports amending present legislation to provide that exclusive authority for master agreement ratification be limited to the local school board and the local staff and opposes any legislation that allows unified bargaining group authority to approve or disapprove a district's master agreement settlement.
- 3.167** Supports legislation prohibiting an arbitration award requiring a district to incur a net deficit in the district's general fund.

- 3.168** Supports limiting the scope of negotiable items to wages and fringe benefits; but excluding the policy-making or program development of the board.
- 3.169** Urges the legislature to ensure that any changes to Minnesota statutes or rules that impact collective bargaining agreements should not be effective until after the collective bargaining agreement has been re-authorized.
- 3.170** Opposes a time-specific penalty that would be imposed on school boards for not reaching an agreement with the exclusive representative of teachers.

### Leaves of Absence

- 3.171** Supports extending the same timelines, definitions, and procedures for placing licensed personnel on unrequested leave of absence to all school districts as districts in cities of the first class.
- 3.172** Urges the legislature to amend M.S. 123A.33, Subd. 8, to clarify that a teacher's placement on unrequested leave of absence in the year in which the cooperative provides the required notice must be a direct result of the members' district's withdrawal of students or program(s) from the cooperative or withdrawal from the cooperative altogether.
- 3.173** Urges the legislature to amend M.S. 179A.07, subdivision 6 to clarify that school boards must grant a leave of absence to union officers or representatives only to conduct local exclusive representative duties.

### Seniority

- 3.174** Supports repealing M.S. 179A.03, subdivision 14 which expands the definition of public employees to include part-time, temporary and substitute teachers.
- 3.175** Supports amending M.S. 122A.40 & M.S. 122A.41 to grant administrators seniority as teachers from the date of hire as a teacher and seniority as an administrator from the date of appointment as administrator while retaining separate seniority as a teacher.
- 3.176** Supports providing that teachers already under contract who acquire additional certification thereafter be granted additional seniority at the time of said subsequent certification, with prior seniorities to remain intact.

### Public Employee Retirement

- 3.177** Urges the legislature to allow school districts the authority to levy for increased pension costs for school employees who are members of either the Public Employee Retirement Association (PERA) or the Teachers Retirement Association (TRA). (2013)

- 3.178** Urges the legislature to enact legislation requiring any changes to the contribution rates to the Teachers Retirement Association (TRA) be covered by additional state aid or shared equally between the employer and the employee. (2013)
- 3.179** Urges the legislature to cease the reduction in state aid payments to local school districts enacted in fiscal year 1998 for reduced employer contributions to the PERA and TRA funds of its employees while holding harmless those districts that would experience a negative financial impact.
- 3.180** Urges the legislature to balance the membership of the Teachers Retirement Association (TRA) Board of Trustees in order to achieve a balance of employee and management representation and further that the legislature uses long-term fiscal notes to determine the impact of benefit and/or plan changes in the short- and long-term for Minnesota school districts.
- 3.181** Urges the legislature to adopt legislation directing the Teachers Retirement Association (TRA) to allow the purchase of TRA service credit for one year general leaves of absence granted to certified staff.
- 3.182** Urges the legislature to repeal the 30 day waiting period immediately following retirement so it would allow a retiree to return to work without loss of benefits.
- 3.183** Urges the legislature to hold school districts harmless from costs associated with underfunded employee pension plans.
- 3.184** Urges the legislature to amend the Teachers Retirement Association (TRA) statutes so that, unless the school board acts to accept the retirement, any teacher who retires before completing his/her individual employment contract will not be allowed to begin collecting his/her TRA benefits until July 1<sup>st</sup> following the date of retirement.

### **Unemployment Compensation**

- 3.185** Supports legislation that provides teachers who are terminated or placed on unrequested leave of absence, effective June 1, are not eligible to receive unemployment compensation until September of that same year.

### **Professional Development**

- 3.186** Urges the legislature to merge the Teacher Development and Evaluation (TDE) and Alternative Teacher Professional Pay System (ATPPS). (2015)
- 3.187** Urges the legislature to expand the Teacher Loan Forgiveness Program to help address the long-term teacher shortage. (2015)

- 3.188** Urges the legislature to provide adequate, inflation adjusted, ongoing revenue to fund mandated teacher development and evaluation. (2014)
- 3.189** Urges the legislature to remove the funding cap for Q Comp to allow more school districts to participate. (2014)
- 3.190** Urges the legislature to fund research-based training opportunities for current and future public school principals.
- 3.191** Urges the legislature to identify the existing needs and provide public school boards with sustainable support and adequate resources to successfully implement the statutory requirements that exist within the teacher and principal evaluation laws.
- 3.192** Urges the legislature to remove the requirement for school district to reserve an amount equal to at least two percent of the basic revenue formula for staff development purposes.

## **4. GOVERNANCE**

### **Equal Opportunity**

- 4.193** Supports re-examination of the statutes on discrimination so that the statute and implementing rules and regulations do not place unreasonable requirements upon the administration of public school districts and to consider the fiscal impact on districts.
- 4.194** Supports legislation providing equal opportunity in curriculum, athletics, hiring, promotion and personal development of students, staff, committees and boards.
- 4.195** Supports the following changes to M.S. 471.991 - .9981 (Pay Equity - Comparable Worth) and M.S. 124A.31 (Equitable Compensation Penalty): 1) Provide that any future interpretive changes in M.S. 471.991 - .9981 and M.S. 124A.31 be made through the Administrative Procedures Act for rule making purposes; 2) Change the penalty language in M.S. 124A.31 so that any fines levied against a school district are held in escrow for that district until compliance has been reached; and 3) Support further changes in statute to promote fairness and consistency in interpretation and application of M.S. 471.991 - .9981 and M.S. 124A.31.

### **Local Control**

- 4.196** Urges the legislature to eliminate the voter-initiated option allowing 50 voters to propose consolidation of two or more districts. (2017)



- 4.197 Urges the legislature to provide additional revenue and flexibility in the use of existing K-12 funding streams for school districts to invest in cyber-security solutions in order to protect student and school district data collection and storage systems. (2017)**
- 4.198** Urges the legislature to allow for flexibility in setting a school calendar when a school district has a majority of student groups not meeting proficiency according to the Minnesota Comprehensive Assessments. (2016)
- 4.199** Urges the legislature to eliminate the new mandated civics test that requires students to pass 30 of 50 questions from the United States citizenship test, as a new required test from the 2016 legislative session. (2016)
- 4.200** Urges the legislature to allow a trial group of school districts to publish notices for school district communications using a web-based publication system. This trial would allow school districts to collect information on community engagement and financial savings by using web-based publications. (2013)
- 4.201** Supports legislation allowing school boards to select the official newspaper they believe best serves the needs of their district and citizens. Further supports legislation which will allow school boards the option to publish their school board meeting minutes and any statutory or regulatory mandated official notices on the internet or in the district's official newspaper at the discretion of the school board based on a resolution adopted at the school board's organizational meeting.
- 4.202** Urges the legislature to allow school boards the authority to purchase or rent high school graduation gowns and/or caps.
- 4.203** Opposes legislation mandating the training of school board members.
- 4.204** Urges the legislature to support present law, M.S. 123A.45, which provides a process for school districts and taxpayers to annex or detach land from school district boundaries. This process is based on the authority of school boards to approve or deny a petition for the annexation and/or detachment.
- 4.205** Urges the legislature to oppose legislation which would enable any other local unit of government or legislatively created entity (e.g. metro council, education boards, or mayoral control of schools) to have expanded authority over K-12 school districts in lieu of a locally-elected school board.
- 4.206** Urges the legislature to amend online learning option for the purpose of re-establishing local school board authority over the academic standards required for graduation from an independent school district.

- 4.207** Urges the legislature to amend current law to permit districts to sponsor charter schools while retaining the school and the pupil count on district balance sheets.
- 4.208** Opposes the mandatory consolidation of school districts.
- 4.209** Supports legislative positions that continue to insure local control of public schools.
- 4.210** Opposes enactment of initiative and referendum proposals.
- 4.211** Urges the legislature to oppose legislation which would enable any other local or regional units of government (e.g. Metro Council or counties) to have expanded authority in the governance of K-12 school districts.
- 4.212** Supports allowing each school district to plan its own programs within the guidelines of the Minnesota Department of Education in organizing the district's educational program, such as hours and locations in and during which the students may pursue their goals, under the program as set by the local school board.
- 4.213** Supports amending Minnesota Statutes to allow local school boards to establish the annual student school calendar, including beginning and ending dates.
- 4.214** Opposes legislative proposals that would infringe on local control in determining appropriate access to soft drinks in schools.
- 4.215** Urges the legislature to repeal the amendments made in the 2004 session to M.S. 471.975, which placed requirements on school districts to pay the salary differential of employees who are called to active military duty.
- 4.216** Urges the legislature to oppose any mandate that would require a school district to spend a specific percentage of their budget on regular classroom instruction.
- 4.217** Urges the legislature to amend Minnesota Statute and Rule to allow locally elected school boards to establish and operate a flexible learning year program without the approval of the Commissioner of Education.

### **School Board Elections**

- 4.218** Supports a school election laws that provide: 1) A school board is authorized to choose either the even or odd year in which to hold the district general election; 2) Special elections, other than excess levy referendums and special elections to fill board vacancies, could continue to be held at times allowed under present law and would not be mandated to be held on a uniform election date; 3) Political party designation would not be mandated for school board elections; 4) Economic disclosure for candidates for the school board is not required; and 5) Establishment of election districts for the

purpose of electing school board members from such district or election of school board members on an at large basis would continue to be a local option.

- 4.219** Opposes any change in the Constitution of Minnesota that would permit recall elections of school board members.
- 4.220** Opposes a limit on the number of consecutive years that a person may serve as a school board member.
- 4.221** Supports legislation allowing consolidated school districts to move from election districts to at large elections.
- 4.222** Urges the legislature to enact legislation which provides school boards with a procedure which allows the election of board members to be altered from a method of election from election districts to a method of election at-large.

### Data Privacy

- 4.223** **Urges the legislature to allow a school district/school board to assess a reasonable charge or require the requesting person to pay a reasonable fee to inspect data. (2017)**
- 4.224** Urges the legislature to clarify that the data challenge provision of M.S. 13.04, Subd. 4, is only available to challenge the completeness of data or correct factual inaccuracies. (2013)
- 4.225** Supports legislation stating that any release of a public school district census list shall not be used for selling or soliciting purposes.

### Open Meeting Law

- 4.226** Urges the legislature to allow school board official meetings to be held outside of the territorial boundaries in order to achieve enhanced collaboration and cooperation with other school districts and/or local government entities. Meetings will be required to be held within the boundaries of one of the collaborating entities.
- 4.227** Supports the present open meeting law as interpreted by the Minnesota Supreme Court permitting a meeting of less than a quorum to be an exception under the open meeting statute.
- 4.228** Supports legislation which would make electronic recordings of closed negotiations strategy meetings public information only if a judge would rule that improprieties occurred during the meeting.

## Insurance

- 4.229** Urges the legislature to modify M.S. 43A.316 Public Employees Insurance Program (PEIP) to require that any exclusive representative that desires to join PEIP must secure the approval of the other exclusive representatives representing employees of the public employer and approval of the governing body of the public employer before it can participate in the program. (2013)
- 4.230** Opposes mandating participation in a state-operated insurance pool for public school districts.
- 4.231** Urges the legislature to support a school board option to participate in the State Employees Group Insurance Program (SEGIP) as a measure to provide an additional option for health care insurance.
- 4.232** Urges the legislature to support statutory changes to the conditions for participation in the Public Employees Insurance Program (PEIP). The changes to the conditions for participation in PEIP should include a requirement for representation by all insurance eligible employees to determine whether or not all insurance eligible employees will join PEIP.
- 4.233** Supports legislation which requires building contractors and/or construction managers to procure “builders risk insurance” for school district construction and that construction contracts that school districts enter into must provide for this insurance procurement by the building contractor or construction manager and that such construction contracts must not waive the rights of school districts or their self-insurance pool to recover for damages sustained during construction operations.
- 4.234** Supports repeal of statute relating to punitive liability for board members, officers and employees. Further supports amending the Minnesota Municipal Tort Liability Act to provide immunity for school districts from any claims of vicarious liability arising out of the sexual misconduct of any school district employee or officer.

## Statute of Limitations

- 4.235** Supports the Minnesota Supreme Court Interpretation of M.S. 541.073, which provides that the limitations period for an action for damages based on personal injury caused by sexual abuse that took place while the abused person was a minor must be commenced against the school district that employed the alleged abuser within six years of the time the abused person reaches the age of majority.

## Student Discipline and Related Matters

- 4.236** Urges the legislature that the authority to review expulsions imposed by school boards

under M.S. 121A.47, Subd. 13, as granted to the Minnesota Department of Education by M.S. 121A.49, be revised to be nonbinding on school boards or school districts, with the provision that any recommendation by the department of education to reverse or otherwise modify a student expulsion must be acted upon by the affected school board to accept or reject the recommendation. Inaction by the affected school board will allow the department of education recommendation to go into effect; and further that any expulsions involving students who are still enrolled in a Minnesota public school that were reversed or otherwise modified under the above referenced statutes be allowed to be reinstated upon an affirmation vote by the affected school board. The length of such a reinstated expulsion shall be equal to the number of calendar days that were remaining in the original expulsion at the time of the reversal or modification. Any such reinstated expulsion shall be eligible for appeal to the Minnesota court of appeals. Any such reinstated expulsion shall remain in effect during the course of any appeals. (2013)

- 4.237** Supports amending the Minnesota Pupil Fair Dismissal Act as follows: “M.S. 121A.49 Appeal. An exclusion or expulsion decision made pursuant to sections 121A.40 to 121A.56 may be appealed to the Commissioner of the Minnesota Department of Education. If the Commissioner or the Commissioner’s representative determines that the exclusion or expulsion decision made by the school board is in violation of Title VI of the Civil Rights Act of 1964 (Public Law Number 88-352) or Chapter 363, or that due process rights were denied the student, the Commissioner or the Commissioner’s representative shall overrule the school board’s decision. Such ruling shall be binding upon the parties, subject to judicial review as provided in section 121A.50.”

## 5. Education Programs

### Student Fees

- 5.238** Supports legislation authorizing the charging of student fees for makeup courses offered for credit towards graduation which are conducted outside of the regular school day.

### Postsecondary Preparation

- 5.239** Urges the legislature to create a funding mechanism for CIS teachers and concurrent enrollment teachers to obtain 18 credit hours in their content field to meet the HLC faculty qualifications. (2016)
- 5.240** Urges the legislature to fully fund the concurrent enrollment funding formula of \$150 per pupil unit. (2014)
- 5.241** Urges the legislature to realign K-12 postsecondary educational programs in a uniform and consistent manner. (2014)

- 5.242** Urges the legislature to eliminate the roadblocks for high school students to access postsecondary credits. (2013)
- 5.243** Supports direct categorical aid payments for secondary vocational education at the 50 percent level of reimbursement.
- 5.244** Urges the legislature to give school districts participating in a state approved vocational technical initiative an additional \$100 per secondary student pupil unit for the purpose of providing extended school year curriculum, equipment, and teacher salaries.
- 5.245** Urges the legislature to provide the necessary revenue to school districts to adequately fund the college in schools/concurrent enrollment programs.

### Minnesota State High School League

- 5.246** Urges the legislature to fund an amount equal to the savings from the sales tax exemption for admissions to all MSHSL events in order to fund scholarships for activity fees. The one-time aid would fund two years of charity scholarships until the sale tax exemption could replenish the scholarship fund. (2016)
- 5.247** Urges the legislature to make permanent the sales tax exemption for admissions to all Minnesota State High School League (MSHSL) events. The amount of sales tax exemption would be transferred to a nonprofit charitable foundation to assist students in high school extracurricular activities. (2015)
- 5.248** Supports the Minnesota State High School League as an organization directly responsible to all member school districts.
- 5.249** Opposes legislation which would further limit Minnesota State High School League jurisdiction relative to interscholastic athletics.
- 5.250** Strongly supports the current system of policy and rulemaking by the Minnesota State High School League. Opposes any legislatively mandated changes to current practices of the Minnesota State High School League in policy and rulemaking and specifically opposes the application of the Administrative Procedures Act in any form to the Minnesota State High School League.
- 5.251** Opposes a mandate that would require public school districts to allow charter school students to participate in public school district extracurricular activities; and if the legislature determines that it is necessary to enact a law requiring such authority for charter school students to participate in public school district extracurricular activities, the following conditions must also be adopted: a) The charter school must pay all direct and indirect costs associated with the participation prior to the student being allowed to participate; b) That the authorized participation be limited to activities under the jurisdiction of the Minnesota State High School League; c) That the student be limited to

participation in an activity located in the public school district of the student's residence; d) That transportation from the charter school to the school of residence, if done at a time other than the student would receive regular transportation, related to the extracurricular participation, is the obligation of the student and/or charter school; e) Charter school students would be required to meet the same extracurricular participation requirements as required of the public school students; f) That the student's charter school must provide the necessary student information to the public school to verify the student's eligibility; g) It should be clear in the legislation that the charter school students would not be guaranteed participation but that charter school students would need to try out or audition to participate in an activity which has a "try out and/or cut" system to determine participation; h) Does the proposal provide time for careful planning and for an orderly transition process; and i) If the proposal is enacted or adopted, is there provision made to pilot the program in a variety of educational settings so that research data from the pilots can be considered before statewide change is mandated.

### **Childcare/Early Childhood Education/School Readiness**

#### **5.252 Urges the legislature to provide increased state funding for Pathway II Early Learning Scholarships. (2017)**

**5.253** Urges the legislature to ensure that any expansion of the Early Education Program allow for flexibility in the implementation, structure, staffing and timing, as well as appropriating adequate and equitable resources for additional age-appropriate classrooms and fully fund transportation costs in order to meet the needs of the local community. (2015)

**5.254** Urges the legislature to oppose mandating that school districts provide child care services.

**5.255** Urges the legislature to require counties to ensure that high school students who qualify for child care assistance are given number one priority when placed on a waiting list.

**5.256** Urges the legislature to pay for the entire cost of the early childhood screening mandate.

**5.257** Urges the legislature to provide public schools the necessary funding to cover the full cost of a voluntary comprehensive School Readiness Program, in addition to other K-12 funding in order to increase student achievement. A School Readiness Program would prepare at-risk children ages three to five to enter kindergarten - including sufficient funding for transportation costs, related parent involvement components, and allowances so that all children from families who qualify for free or reduced lunches and/or English language learner programs would be able to participate at no charge and all other families would pay according to a sliding fee scale based upon family income.

- 5.258** Urges the legislature to provide full funding for any preschool program the legislature mandates.
- 5.259** Supports legislation, beginning with the 2005-06 school year and each school year thereafter, any child aged 6 or under must complete a kindergarten program prior to being admitted to first grade, unless the requirements is waived by the school board or administration for an individual student for a good cause.

### **Accountability System**

- 5.260** Urges the legislature to replace the high school MCAs with the ACT. (2016)
- 5.261** Supports a state accountability system for K-12 education that meets the following principles. The system must: 1) Be designed to help schools improve performance; 2) Be based on multiple indicators; 3) Measure individual growth over time to provide an “apples to apples” comparison; 4) Measure the performance of all students; 5) Be relevant at the local level; 6) Reflect trends over time; 7) Be based on stakeholder consensus as to which indicators are important; 8) Recognize that a single indicator, such as test scores, viewed out of context can be a misleading measure of performance; and 9) Build on existing performance accountability systems at the local level.
- 5.262** Urges the legislature to provide school boards with the resources necessary to address and remediate schools that may be determined to have not met state standards. These resources include but are not limited to: 1) Adequate financial resources to address identified student problems and needs; 2) Relief from state statutory and regulatory mandates including staff related mandates; and 3) Suspension of related provisions of the negotiated master agreement between the school board and the various exclusive representatives of the employees.
- 5.263** Supports legislation to not include charter school students as open enrollees “out” of the public school in which the school is located.
- 5.264** Urges the legislature to oppose enactment of continuing resolutions to fund state programs.
- 5.265** Urges the legislature to modify the Minnesota’s multiple measure rating (MMR) accountability system so that districts are not penalized in the area of graduation for students with disabilities ages 18-21 receiving entitled services through local school districts.
- 5.266** Urges the legislature to support test score growth on the Minnesota education report card as a separate and independent indicator of student achievement and further resolve that the growth scores should not be combined with criterion scores.



## Education Improvement

- 5.267 Urges the legislature to align the World’s Best Workforce (WBWF) and the Every Student Succeeds Act (ESSA) into one accountability system for the state. (2017)**
- 5.268** Urges the legislature to create a new Innovation Zone law that provides districts wanting to try new and different models of schooling significant flexibility from state laws and rules to launch a new era of innovation in Minnesota. An appropriation is needed to assist select sites and the state to engage in quality research of new and different models of schools, personalization of instruction, useful assessment, partnerships with organizations anywhere in the world, greater engagement from families and local organizations, expanded business partnerships, flexibility over the use of current revenue, and improved accountability designs. (2016)
- 5.269** Urges the legislature to provide the education commissioner more authority in exempting districts from state statutes to achieve innovation zone goals. (2015)
- 5.270** Supports legislation to define compulsory education and that definition shall:
- Include a basic curriculum and/or minimum student achievement in terms of learner outcomes, or other measure of student achievement;
  - Require a teacher who is properly licensed or who has demonstrated competency in the subject matter taught;
  - Provide compulsory attendance; and
  - Provide the means to enforce compulsory education.
- 5.271** Supports a compulsory attendance age of 18 years old under the condition that adequate funding is appropriated to meet the program needs of those students who may have dropped out between the ages of 16-18 under the compulsory attendance age of 16.
- 5.272** Urges the legislature to give ideas and proposals for educational change careful and thorough evaluation before decisions are made to enact law or set formula policy; and that these proposals affecting educational policy be evaluated using the following criteria:
- Is the proposal based on current knowledge of child and adolescent development and the learning process;
  - Is the proposal based on documented need;
  - Does the proposal carefully assess the impact on all students regardless of geographic location, socioeconomic status, or ability;
  - Does the proposal allow for meaningful involvement by those affected by the change and by those expected to implement the change;
  - Is the proposal feasible in terms of human and financial resources, and will it, if implemented, divert resources from current educational programs;
  - Does the proposal address the need for assurances of long-term fiscal commitment;

- Does the proposal provide flexibility to facilitate local decision-making?

## **6. SCHOOL TRUST LANDS**

- 6.273 Urges the legislature to ensure the School Trust Lands director has the responsibility and authority to work on behalf of the trust beneficiaries, Minnesota’s public school students. (2017)**
- 6.274 Urges the legislature to issue statewide bonds to purchase highly sensitive school trust lands. (2013)**