

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*

Tuesday, September 8, 2020
7:00 p.m. School Board Meeting

I. CALL TO ORDER

II. REVIEW AND APPROVAL OF THE AGENDA

III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

A. Superintendent Update

1. School Launch Update

IV. CONSENT AGENDA

A. Routine Matters

1. Minutes of the regular meeting held August 17, 2020
2. General Disbursements as of 8/27/20 in the amount of 8,596,503.05
3. Investment Holdings

B. Personnel Items

V. NEW BUSINESS

A. Policy 548 - COVID-19 Face Covering

B. Policy 301 - District Organization Chart & Policy 302 - Position Assignments

C. Policy 403 – Disability Nondiscrimination

D. Policy 602 – School District System Accountability

E. Policy 716 – Public Data Requests

F. Worker's Compensation Renewal

G. Donations

VI. ADVANCE PLANNING

A. Legislative Update

September 8, 2020 School Board Meeting Agenda

B. Information and Questions from Board

C. Future Meeting Dates

9-21-2020 7:00 p.m. Regular Board Meeting - Public Comment

10-5-2020 7:00 p.m. Regular Board Meeting

D. Suggested/Future Agenda Items

VII. ADJOURN REGULAR MEETING

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

Agenda Item III.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, August 17, 2020

Subject: Superintendent Update – School Launch

(Superintendent provides this information on the 2020-2021 school year fall plan.)

Enriching and accelerating learning



RICHFIELD
PUBLIC SCHOOLS

School Launch Update

Enriqueciendo y acelerando el aprendizaje

Today is the first day of the school year!



RICHFIELD
PUBLIC SCHOOLS

- Current Hennepin County case rate is 19.5 per 10,000, indicating the available option for fully in person elementary, hybrid secondary
- Start with one week of distance learning and individual family conferences - this replaces the typical fall open house
- Hybrid model begins on 9/14
- May need to move back to a full distance model if COVID cases increase
- Any specific class or pod of students is ready to move to distance model at any time if a positive COVID case is identified in that group
- Moving to a less restrictive model (such as fully in person), when safe to do so, will be planned in advance

First Week: Tuesday, Sept. 8 - Friday, Sept. 11



RICHFIELD
PUBLIC SCHOOLS

- Conferences with parents
 - In-person conference for hybrid students (up to 3 family members including the student)
 - Distance conference for distance students
- Build relationships with students
- Establish routines and procedures for students and parents/guardians
- Teacher expectations for connecting with class
- Parent/guardian training for Seesaw and Schoology navigation through webinars
- Choice menus for students at the elementary grades to support academics and social emotional learning
- Material distribution
 - Student schedules
 - Books
 - Chromebooks
- Complete forms
 - Lunch forms
 - Transportation

- Offered to families as a choice, regardless of district learning model
- Families who choose this will be asked to commit for a grading period
- Commitment deadline was September 4th
- New and improved distance learning model that will be very different from the program provided last spring.
 - All students will receive at least some “synchronous learning.” This means there will be live lessons taught by their teacher(s) in real-time. All synchronous lessons will be recorded so that a student could watch it later if they missed the live instruction.
 - Pre-recorded lessons will also be offered for certain times of the day.
 - Small group online discussions will be part of some classes, especially for upper grades.

- Reduces number of students in buildings each day
- Keeps students in pods to the best of our ability
- Prioritizes youngest learners for in-person time
- Incorporates some amount of distance learning for all students, which smooths a possible transition to full distance if needed

Hybrid for Elementary



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- K-2 students attend **in person** 4 days per week (Mon, Tues, Thurs, Fri)
- Grades 3-5 attend **in person** 2 days per week (Mon, Tues OR Thurs, Fri)
- K-2 students **distance** learning 1 day per week (Wed)
- Grades 3-5 **distance** learning 3 days per week (Mon-Wed OR Wed-Fri)
- Elementary students who have selected distance learning every day will be taught by elementary teachers working as distance educators.

Hybrid for Elementary – Class Sizes

- PreK: Approximately 10 students per classroom
- K-2nd: 13-20 students per classroom
- 3rd-5th: 17-33 students per class (half at a time)

Hybrid for Secondary

- All secondary students attend in person 1 day per week
- In-person time prioritizes social/emotional groups, activities, college & career advising, academic & organizational support from advisory teacher, etc.
- All academic content courses taught through distance learning
- Includes daily synchronous advisory time
- Secondary students who have opted into full distance learning will participate in online courses alongside their peers. They will be assigned to advisory groups led by teachers who are working as distance educators
- Class sizes grades 6-12 range from 17-21 students

- Case managers meet with every family to evaluate student needs; RPS is proactively engaging with families in this conversation
- Special education students of all grades levels can attend in person up to 4 days per week depending on IEP needs
- Special Education building leads working with building administrators on scheduling and service delivery
 - High School - Special Education Advisory
 - Middle School - Special Education Advisory or Co-Taught Advisory
 - Elementary - Clustering to limit mixing of pods for pull-out / push-in service
 - Early Childhood Spec. Ed. - Virtual or outdoor visits for children under 3 and pods for ages 3-5
 - SEC - Continued access to Check and Connect/Functional Skills/Work Skills in a hybrid model

- Four sports this fall:
 - **Girls Swim/Dive** (No spectators, mostly virtual meets with race times submitted)
 - **Tennis** (Limited spectators with social distancing & masks)
 - **Cross Country** (Limited spectators with social distancing & masks)
 - **Girls & Boys Soccer** (Only home team spectators)
- Some sports are postponed until spring:
 - **Football**
 - **Volleyball**
- RPS will only play against local or conference teams
- Clubs and additional activities occur on in person hybrid day as time and space allow

Which students would be in buildings on any given hybrid day?

	Mon	Tues	Wed	Thurs	Fri
Elementary Schools	K-2 3-5A + Essential childcare (3-5B)	K-2 3-5A + Essential childcare (3-5B)	Essential childcare (K-5)	K-2 3-5B + Essential childcare (3-5A)	K-2 3-5B + Essential childcare (3-5A)
Middle School	6 8A		7 8B		
High School		9 11		10 12	
RCEP		Group A		Group B	

Of course, these groups do not include students whose families have signed them up for full distance learning.

Focus on Best Practices

- Charlotte Danielson
- Elementary and Secondary Practice Profiles

Hybrid Instruction

- Videotaped Mini-Lessons
- Structured, Small Groups

Support

- Principals
- Leadership Teams
- Literacy Coaches
- Instructional Coaches
- Special Education Leads
- EL Leads
- Directors

Hybrid:

- 7:30 am – 2:00pm: Centennial & R-STEM
- 8:15 am – 2:45pm: Sheridan Hills & RDLS
- 9:00 am – 3:50pm: RMS & RHS

Distance:

- 8:15am – 2:45pm for elementary
- 9:00am – 3:50pm for secondary

- Buses will fill back to front, one student per seat, and masks will be required
- Approximate bus capacity during COVID is 22 students
- For students who arrive at the bus stop without a mask, the driver will provide one
- Buses will be cleaned between each route
- Scheduling added 15 minutes per route due to capacity and cleaning needs

- We are continuing to add students at every site
- For the start of the school year, hybrid is closed to new students until we can assess if there is space available
- Families not responding to district communications are being planned for as hybrid students
- All new students will be assigned to distance learning initially
- As space becomes available in hybrid, new families will be prioritized, then families who chose distance learning but would like to transition to hybrid

- The number of families who have requested essential childcare is low
 - Enrollment numbers:
 - Sheridan Hills: 10
 - STEM: 17
 - RDLS: 9
 - Centennial: 3
- If there is space available, grades 3-5 students will be added back into their teacher's classroom when present for essential childcare
- Wednesday childcare will be provided by Fun Club, with additional instructional support from RPS paraprofessionals

- We have added a few new elementary teachers to make our hybrid model possible
- Class sizes at 50% capacity and social distanced currently stand at 20 students or fewer for in-person classes. Grades 3-5 may have larger overall class sizes, but currently stand at 17 or fewer at a time.
- We are looking for paraprofessionals to support any areas where class sizes remain large, particularly in distance learning where there are no COVID capacity requirements
- We are looking for crossing guards to support students and families with the new transportation policy that removed hazardous crossings as qualifying students for busing

New USDA Guidance:

- Allows a waiver to distribute food at any location free of charge through December 30 or until funding runs out
- MDE has not yet released information about how this will work in MN
- MDE has told districts not to act on this guidance yet, as no funding has been allocated at this time
- We are working to determine our capacity and options for food distribution

Food Service Models:

•Hybrid:

- Students will eat in their pod classrooms and dispose of trash in hallways

•Full Distance Learning

- Students will pick up a bundled meal bag for the week on Wednesday at the High School from 11 am - 1 pm and 4 pm - 6 pm

•Safety

- Contactless Point of Sale
- Sanitizer stations will be set up in each cafeteria
- 2 people per kiosk to help ensure social distancing
- Disposable trays and silverware only
- Single-use condiments
- Mask & Shields for all POS operators

- Home screening expected for everyone before they come to school
- Teachers have been briefed on their cleaning responsibilities
- Procedures are in place for when students show symptoms of illness at school
- Classrooms, hallways, and all other spaces have been arranged and marked based on social distancing needs
- We have ongoing assessment and improvement of air quality systems
- PPE has been provided to school buildings; Face Covering Policy to be presented today
- Soap & water and/or hand sanitizer in all classrooms

Additional Safety Measures

- Door signage
 - Requiring masks and restricting access if symptomatic
- Limited visitors in the schools to only those essential
- Plexiglas panels at all customer facing desks
- Encourage/require water bottles (no drinking fountains)
- Classroom furniture needs
 - Some areas provided with additional Plexiglas panels for student/teacher use
- No shared school supplies
- Staff self-monitor social distancing and not congregate in lounges, hallways, offices

Enriching and accelerating learning



RICHFIELD
PUBLIC SCHOOLS

Questions/Comments

Enriqueciendo y acelerando el aprendizaje

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	V2100692	07/29/2020	BOND TRUST SERVICES CORP	R	2,593,643.75
01	298433	07/30/2020	ALL STATE COMMUNICATIONS INC	R	4,176.00
01	298434	07/30/2020	BEN FRANKLIN ELECTRIC INC	R	260.00
01	298435	07/30/2020	BSI MECHANICAL, INC.	R	1,670.00
01	298436	07/30/2020	CAPITAL ONE COMMERCIAL	R	289.17
01	298437	07/30/2020	CITY OF RICHFIELD	R	1,250.55
01	298438	07/30/2020	CONTINENTAL RESEARCH CORP	R	762.23
01	298439	07/30/2020	ECOLAB INC	R	371.77
01	298440	07/30/2020	FASTENAL INDUSTRIAL	R	762.11
01	298441	07/30/2020	WW GRAINGER INC	R	1,681.30
01	298442	07/30/2020	HAWKINS INC	R	327.46
01	298443	07/30/2020	HILLYARD	R	47.10
01	298444	07/30/2020	INTEGRATED FIRE & SECURITY INC	R	512.39
01	298445	07/30/2020	KINECT ENERGY INC	R	3,841.93
01	298446	07/30/2020	PLAINVIEW MILK PRODUCTS COOPERATIVE	R	4,630.97
01	298447	07/30/2020	PREMIER LIGHTING INC	R	1,060.00
01	298448	07/30/2020	INDIGO SIGNWORKS, INC.	R	201.00
01	298449	07/30/2020	SITEONE LANDSCAPE SUPPLY LLC	R	719.60
01	298450	07/30/2020	THE MINNESOTA CHEMICAL COMPANY	R	255.00
01	298451	07/30/2020	TOLL COMPANY	R	44.77
01	298452	07/30/2020	MARS SUPPLY	R	311.80
01	298453	07/30/2020	XCEL ENERGY	R	64.11
01	298454	07/30/2020	AMAZON.COM SYNCB/AMAZON	R	1,647.34
01	298455	07/30/2020	AMAZON.COM SYNCB/AMAZON	R	2,708.61
01	298456	07/30/2020	ARAMARK	R	962.75
01	298457	07/30/2020	BSI MECHANICAL, INC.	R	372.50
01	298458	07/30/2020	BSN SPORTS, LLC	R	7,665.00
01	298459	07/30/2020	COMMERCIAL KITCHEN	R	1,769.00
01	298460	07/30/2020	CONTINENTAL RESEARCH CORP	R	541.21
01	298461	07/30/2020	CORTES, MELISSA	R	24.30
01	298462	07/30/2020	ECM PUBLISHERS INC	R	113.05
01	298463	07/30/2020	EDGENUITY INC.	R	25,000.00
01	298464	07/30/2020	EDPUZZLE, INC	R	2,440.00
01	298465	07/30/2020	FASTENAL INDUSTRIAL	R	599.96
01	298466	07/30/2020	FIREFLY COMPUTERS, LLC	R	225.00
01	298467	07/30/2020	FORECAST 5 ANALYTICS, INC	R	16,941.50
01	298468	07/30/2020	WW GRAINGER INC	R	27.46
01	298469	07/30/2020	GSSC-GENERAL SECURITY SERVICE	R	1,367.55
01	298470	07/30/2020	H BROOKS AND COMPANY LLC	R	10,724.45
01	298471	07/30/2020	HILLYARD	R	944.66
01	298472	07/30/2020	HOPE CHURCH	R	14,338.47
01	298473	07/30/2020	INTEGRATED FIRE & SECURITY INC	R	647.39
01	298474	07/30/2020	MN AAA	R	100.00
01	298475	07/30/2020	NEW LIFE ENTERPRISE	R	720.00
01	298476	07/30/2020	NORTH CENTRAL BUS	R	73,448.06
01	298477	07/30/2020	OFFICE OF THE SECRETARY OF STATE	R	120.00
01	298478	07/30/2020	ON SITE SANITATION	R	1,013.00
01	298479	07/30/2020	PAN O GOLD BAKING CO	R	142.80
01	298480	07/30/2020	PAPCO, INC.	R	32.63
01	298481	07/30/2020	RYAN JEANNIE M	R	568.27
01	298482	07/30/2020	SCHOLASTIC INC	R	104.39

01	298483	07/30/2020	SHERWIN WILLIAMS CO	R	160.58
01	298484	07/30/2020	SITEONE LANDSCAPE SUPPLY LLC	R	719.60
01	298485	07/30/2020	SUBURBAN TIRE WHOLESale	R	180.44
01	298486	07/30/2020	TRIO SUPPLY COMPANY	R	384.31
01	298487	07/30/2020	UPPER LAKES FOODS	R	14,077.83
01	298488	07/30/2020	VSI CONSTRUCTION, INC.	R	1,557.65
01	298489	07/30/2020	XCEL ENERGY	R	34,483.23
01	V610156	08/06/2020	PATRICK L BURRAGE	R	70.00
01	V610157	08/06/2020	MAYA K BUSS	R	160.00
01	V610158	08/06/2020	KATHERINE E CABIESES	R	40.00
01	V610159	08/06/2020	MIRIAM A CASTRO SANJUAN	R	40.00
01	V610160	08/06/2020	PHIL N CEDER	R	40.00
01	V610161	08/06/2020	MARY L CLARKSON	R	70.00
01	V610162	08/06/2020	TIA B CLASEN	R	70.00
01	V610163	08/06/2020	LATANYA R DANIELS	R	70.00
01	V610164	08/06/2020	GEORGE A DENNIS	R	35.00
01	V610165	08/06/2020	JARED ELLERSON	R	140.00
01	V610166	08/06/2020	RYAN D FINKE	R	70.00
01	V610167	08/06/2020	PETER J FITZPATRICK	R	40.00
01	V610168	08/06/2020	STEVEN T FLUCAS	R	70.00
01	V610169	08/06/2020	MICHAEL L FRANKENBERG	R	70.00
01	V610170	08/06/2020	JAMES A GILLIGAN	R	70.00
01	V610171	08/06/2020	CHRISTINA M GONZALEZ	R	70.00
01	V610172	08/06/2020	KYLE L GUSTAFSON	R	40.00
01	V610173	08/06/2020	KEVIN D HARRIS	R	40.00
01	V610174	08/06/2020	JAMES L HILL	R	40.00
01	V610175	08/06/2020	CARLONDREA D HINES	R	70.00
01	V610176	08/06/2020	MARGARET R HOEHN	R	101.14
01	V610177	08/06/2020	JESSICA M HOFFMAN	R	40.00
01	V610178	08/06/2020	CRAIG D HOLJE	R	70.00
01	V610179	08/06/2020	CORY J KLINGE	R	70.00
01	V610180	08/06/2020	DANIEL E KRETSINGER	R	70.00
01	V610181	08/06/2020	ANOOP KUMAR	R	40.00
01	V610182	08/06/2020	COLLEEN M MAHONEY	R	70.00
01	V610183	08/06/2020	MICHAEL A MANNING	R	70.00
01	V610184	08/06/2020	DANIEL P MCGINN	R	40.00
01	V610185	08/06/2020	DOUG R MCMEEKIN	R	70.00
01	V610186	08/06/2020	CAROLE R MCNAUGHTON-COMMERS	R	70.00
01	V610187	08/06/2020	KENT D MEYER	R	70.00
01	V610188	08/06/2020	ALECIA M MOBLEY	R	140.00
01	V610189	08/06/2020	LISA M NEGUS	R	210.00
01	V610190	08/06/2020	ERIN H NEILON	R	40.00
01	V610191	08/06/2020	ROBERT G OLSON	R	40.00
01	V610192	08/06/2020	MARK S PEDERSEN	R	160.00
01	V610193	08/06/2020	DENNIS E PETERSON	R	35.00
01	V610194	08/06/2020	RENEE C REED-KARSTENS	R	40.00
01	V610195	08/06/2020	KEITH D RIEF	R	40.00
01	V610196	08/06/2020	TERESA L ROSEN	R	70.00
01	V610197	08/06/2020	MAUREEN E RUHLAND	R	40.00
01	V610198	08/06/2020	MARTA I SHAHSAVAND	R	70.00
01	V610199	08/06/2020	JENNA L SSEMUIJU	R	100.00
01	V610200	08/06/2020	NANCY J STACHEL	R	70.00

01	V610201	08/06/2020	PATRICK M SURE	R	40.00
01	V610202	08/06/2020	STACY THEIEN-COLLINS	R	140.00
01	V610203	08/06/2020	VLADIMIR S TOLEDO	R	40.00
01	V610204	08/06/2020	IAN D TOLENTINO	R	40.00
01	V610205	08/06/2020	STEVEN P UNOWSKY	R	270.00
01	V610206	08/06/2020	STEPHEN C URBANSKI	R	40.00
01	V610207	08/06/2020	CARRIE A VALA	R	70.00
01	V610208	08/06/2020	JENNIFER K VALLEY	R	70.00
01	V610209	08/06/2020	RYAN WAGNER	R	40.00
01	V610210	08/06/2020	REBECCA S WALD	R	40.00
01	V610211	08/06/2020	KASYA L WILLHITE	R	70.00
01	V610212	08/06/2020	AMY J WINTER AHSENMACHER	R	70.00
01	298490	08/07/2020	UNIVERSITY OF MINNESOTA	R	1,500.00
01	298491	08/07/2020	UNIVERSITY OF SAN DIEGO	R	1,500.00
01	298492	08/07/2020	UNIVERSITY OF WISCONSIN LA CROSSE	R	1,500.00
01	298493	08/07/2020	WESTMONT COLLEGE	R	1,500.00
01	298494	08/07/2020	CANON USA	R	4,038.49
01	298495	08/07/2020	CARQUEST AUTO PARTS	R	42.60
01	298496	08/07/2020	CDW GOVERNMENT INC	R	2,856.25
01	298497	08/07/2020	CHENG & TSUI COMPANY INC	R	329.96
01	298498	08/07/2020	COMCAST	R	269.85
01	298499	08/07/2020	COMCAST BUSINESS	R	244.74
01	298500	08/07/2020	COMMERCIAL KITCHEN	R	275.00
01	298501	08/07/2020	ECOLAB INC	R	370.97
01	298502	08/07/2020	EDUCATORS BENEFIT CONSULTANTS LLC	R	292.74
01	298503	08/07/2020	FRONTLINE TECHNOLOGIES GROUP LLC	R	42,947.85
01	298504	08/07/2020	WW GRAINGER INC	R	101.67
01	298505	08/07/2020	H BROOKS AND COMPANY LLC	R	3,456.73
01	298506	08/07/2020	HR SIMPLIFIED INC.	R	860.00
01	298507	08/07/2020	KINECT ENERGY INC	R	505.00
01	298508	08/07/2020	LEARNING A-Z	R	1,020.28
01	298509	08/07/2020	MADISON NATIONAL LIFE INS CO INC	R	5,287.38
01	298510	08/07/2020	MALLOY MONTAGUE KARNOWSKI & RADO	R	2,500.00
01	298511	08/07/2020	MESPA-MN ELEMENTARY	R	924.00
01	298512	08/07/2020	MINNESOTA MEMORY, INC.	R	1,079.60
01	298513	08/07/2020	OFFICE OF THE SECRETARY OF STATE	R	120.00
01	298514	08/07/2020	I3-MPN, LLC	R	1,750.00
01	298515	08/07/2020	SCHUMACHER ELEVATOR COMPANY	R	34,803.75
01	298516	08/07/2020	SOURCEWELL TECHNOLOGY	R	62,451.00
01	298517	08/07/2020	TAFFE SARAH ANN	R	8,165.60
01	298518	08/07/2020	UPPER LAKES FOODS	R	3,160.05
01	298519	08/07/2020	VERIZON WIRELESS	R	557.00
01	298520	08/07/2020	CITY OF RICHFIELD	R	7,792.26
01	298521	08/07/2020	HERFF JONES INC	R	875.06
01	298522	08/07/2020	LARSON ENGINEERING	R	3,440.00
01	298523	08/07/2020	RHS TRIP REFUNDS-COVID 19	R	165.00
01	298524	08/07/2020	TWIN CITY TRANSPORTATION	R	28,223.65

TOTAL VOUCHER, CHECKS & E-PAYS
3,062,743.62

VOUCHER, E-PAYS & CHECK RUNS FOR 08/17/2020 BOARD REPORTS

BANK 05	DATE	AMOUNT
VOUCHERS	8/17/2020	2,593,643.75
E-PAYS	8/6/2020	4,081.14
CHECKS	7/30/2020	240,112.25
	8/7/2020	224,906.48

CHECK REGISTER BANK 05 TOTAL =	3,062,743.62
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BREAKDOWN	
01-206-00	378,056.75
02-206-00	41,516.83
03-206-00	29,611.72
04-206-00	11,564.18
06-206-00	1,627.65
07-206-00	2,395,493.75
08-206-00	6,000.00
20-206-00	585.14
21-206-00	137.60
47-206-00	198,150.00
50-206-00	
BANK TOTAL =	3,062,743.62

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, August 17, 2020
7:00 p.m. School Board Meeting

I. CALL TO ORDER

The regular meeting of the Board of Education of ISD 280, Hennepin County, Richfield, Minnesota was held on Monday, August 17, 2020, in the board room at the Richfield Public Schools district office, with an option for joining virtually due to the current federal and state emergency declarations and guidance about limiting person-to-person contact due to the COVID-19 (coronavirus) pandemic. Chair Crystal Brakke called the Regular Board Meeting to order at 7:00 pm with the following school board members in attendance: Cole, Smisek, Maleck, Pollis, and Toensing.

Administrators present were Superintendent Unowsky, Asst. Superintendent Daniels, Chief HR & Admin Officer Holje, and Executive Director Clarkson.

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

A. Public Comment

B. Superintendent Update

1. Fall Planning Update
2. Open Enrollment Policy

IV. CONSENT AGENDA

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

A. Routine Matters

1. Minutes of the regular meeting held August 3, 2020
2. General Disbursements as of 8/17/20 in the amount of \$3,062,743.62
3. Board Secretary Approval

B. Personnel Items

Certified Full Time Positions for Employment – 1st Year Probation

Mirna Castro – Elementary – RDLS

Certified Full Time Positions for Employment – 3rd Year Probation

Molly Timmerman – Art – Richfield Middle School

Chantelle Vaughn – School Social Worker – Centennial

Certified Part Time Positions for Employment – 3rd Year Probation

Jessica Kitzman – Art – Richfield High School

Erin Huber – Spanish – Richfield High School

Kristen Bradseth- Christiansen – Spanish – Richfield High School

Certified Full Time Position for Employment – Continuing Contract

Chris Pregler –Instructional Leadership Team – RSTEM

Certified Full Time Positions for Employment – 3rd Year Probation

Christopher Nordstrom – License Behavior Specialist – Richfield Middle School

Emily Mattson – Special Education – Centennial

Christi Jo Mace – CTE – Richfield High School

Certified Full Time Position Leave of Absence

Leslie Kegan – Grade 1 – RSTEM

Certified Part Time Resignations

Emily Bastard – Preschool Teacher – CEC

Mary Paulson – Literacy Intervention – Blessed Trinity

Certified Full Time Resignations

Dan Forseth – Science– Richfield Middle School

Sarah Hutton – ESL/Spanish – Richfield Middle School

Management Full Time Resignations

John Cook – Assistant Principal – Richfield High School

Classified Part Time Position for Employment - Facilities & Transportation

Mark Shifflet - approx. 25 hr/wk Bus Driver - Garage

Classified Full Time Resignation - Facilities & Transportation

LeeAnn Tepper - Resigning from ft Bus Driver/Building Cleaner to pt Bus Driver - Garage

Classified Full Time Resignation - Facilities & Transportation

Trent Wirkus - Mechanic - Garage

Timothy Scanlon - Building Cleaner - RMS

Classified Full Time Resignation - Paraprofessional

Karen Banham - Security Monitor - Richfield High School

Classified Part Time Resignation - Paraprofessional

Cassandra Okell - Special Education Para - Centennial (accepted teaching position)

Elma Escobar - Instruction Paraprofessional - RDLS

Classified Full Time Resignation - Administrative & Management Support Professionals

Terri Lanzendorfer - Management Assistant- District Office

V. OLD BUSINESS

A. Policy 411 - Local and Out-of-State Travel

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

B. Policy 710 and Administrative Guideline 710.1 – Petty Cash Fund

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

C. Policy 712 and Administrative Guideline 712.1 – Credit Card Usage

Motion by Pollis, seconded by Maleck, and unanimously carried, the Board of Education approved the revised policy.

D. Policy 742 and Administrative Guideline 742.1 – Student Transportation

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

VI. NEW BUSINESS

A. Mandatory Policy Review

1. Policy 410 - Mandated Reporting of Maltreatment in Vulnerable Adults
2. Policy 409 and Administrative Guideline 409.1 – Mandated Reporting of Child Neglect or Physical or Sexual Abuse
3. Policy 506 – Student Sex Nondiscrimination
4. Policy 541 and Administrative Guideline 541.1 - Student Behavior

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

B. Centennial Elementary - Change Order #009

Motion by Maleck, seconded by Smisek, and unanimously carried, the Board of Education approved the change order.

C. Sheridan Hills Elementary - Changes Orders #005 - #010

Motion by Smisek, seconded by Toensing, and unanimously carried, the Board of Education approved the change order.

D. Richfield STEM School - Change Order #024

Motion by Pollis, seconded by Maleck, and unanimously carried, the Board of Education approved the change order.

E. Richfield Middle School - Change Order #003

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

F. Richfield High School - Change Orders #027 - #030

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

G. Donations

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

VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Future Meeting Dates

9-8-2020 7:00 p.m. Regular Board Meeting

9-21-2020 7:00 p.m. Regular Board Meeting - Public Comment

D. Suggested/Future Agenda Items

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

Motion by Pollis, seconded by Maleck, and unanimously carried, the Board of Education moved into closed session at 9:26 pm.

IX. REOPEN MEETING

Motion by Maleck, seconded by Toensing, and unanimously carried, the Board of Education moved into open session at 10:17 pm.

X. ADJOURN REGULAR MEETING

Board Chair Brakke adjourned the meeting at 10:17 p.m.

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	298405	08/13/2020	MARIA ZARAGOZA	V	-5.00
01	298523	08/13/2020	RHS TRIP REFUNDS-COVID 19	V	-165.00
01	298525	08/13/2020	ACADEMY OF WHOLE LEARNING	R	155.93
01	298526	08/13/2020	AVAIL ACADEMY	R	668.88
01	298527	08/13/2020	BENILDE-ST.MARGARET	R	313.50
01	298528	08/13/2020	BLOOMINGTON LUTHERAN	R	113.76
01	298529	08/13/2020	BRECK SCHOOL	R	339.05
01	298530	08/13/2020	CHAPEL HILL ACADEMY	R	110.70
01	298531	08/13/2020	CITY OF LAKES WALDORF SCHOOL	R	225.66
01	298532	08/13/2020	CITY OF RICHFIELD	R	66.10
01	298533	08/13/2020	CONCORDIA ACADEMY	R	116.02
01	298534	08/13/2020	CONVENT OF THE VISITATION	R	106.36
01	298535	08/13/2020	CRISTO REY JESUIT H	R	4,307.97
01	298536	08/13/2020	FIRST BAPTIST CHURCH SCHOOLS	R	148.64
01	298537	08/13/2020	GROVES ACADEMY	R	442.73
01	298538	08/13/2020	HOPE ACADEMY	R	312.73
01	298539	08/13/2020	INTERMEDIATE DISTRICT 287	R	26,760.57
01	298540	08/13/2020	INTERNATIONAL SCHOOL	R	319.08
01	298541	08/13/2020	JUNK MASTERS LLC	R	906.75
01	298542	08/13/2020	KIDCREATE STUDIO	R	217.00
01	298543	08/13/2020	LAKE COUNTRY SCHOOL	R	212.72
01	298544	08/13/2020	MAYER LUTHERAN HIGH	R	236.80
01	298545	08/13/2020	MINNESOTA UI FUND	R	113,694.31
01	298546	08/13/2020	MULTILINGUAL WORD INC	R	90.00
01	298547	08/13/2020	PROVIDENCE ACADEMY	R	115.09
01	298548	08/13/2020	SOUTHWEST CHRISTIAN HIGH SCHOOL	R	115.61
01	298549	08/13/2020	ST CROIX LUTHERAN	R	616.61
01	298550	08/13/2020	UNITED CHRISTIAN ACADEMY	R	1,235.39
01	298551	08/13/2020	APADANA LLC	R	4,700.00
01	298552	08/13/2020	ARVIG ENTERPRISES INC	R	1,107.90
01	298553	08/13/2020	BLUE CROSS BLUE SHIELD OF MINNESOTA	R	1,222.50
01	298554	08/13/2020	BRAMBILLA'S LEASE SYSTEMS, INC	R	2,161.00
01	298555	08/13/2020	CDW GOVERNMENT INC	R	130,375.00
01	298556	08/13/2020	CINTAS CORPORATION NO 2	R	109.34
01	298557	08/13/2020	CITY OF RICHFIELD	R	6,785.59
01	298558	08/13/2020	DICKS LAKEVILLE SANITATION INC	R	4,332.33
01	298559	08/13/2020	ECM PUBLISHERS INC	R	95.20
01	298560	08/13/2020	ECOLAB INC	R	321.69
01	298561	08/13/2020	EDUCATORS BENEFIT CONSULTANTS LLC	R	426.99
01	298562	08/13/2020	FIREFLY COMPUTERS, LLC	R	3,940.00
01	298563	08/13/2020	GERTEN GREENHOUSES & GARDEN CTR INC	R	74.43
01	298564	08/13/2020	WW GRAINGER INC	R	124.03
01	298565	08/13/2020	H BROOKS AND COMPANY LLC	R	822.60
01	298566	08/13/2020	HAWKINS INC	R	2,924.16
01	298567	08/13/2020	HILLYARD	R	5,812.72
01	298568	08/13/2020	HONDA FINANCIAL SERVICES	R	256.00
01	298569	08/13/2020	HUBERT COMPANY, LLC	R	550.17
01	298570	08/13/2020	HUDL	R	4,400.00
01	298571	08/13/2020	INTERSTATE ALL BATTERY CENTER	R	11.55

01	298572	08/13/2020	KAJEET, INC.	R	5,574.41
01	298573	08/13/2020	KREMER SERVICES LLC	R	6,924.25
01	298574	08/13/2020	MACKIN BOOK COMPANY	R	2,068.33
01	298575	08/13/2020	MACMILLAN HOLDINGS	R	5,617.34
01	298576	08/13/2020	MADISON NATIONAL LIFE INS CO INC	R	5,201.79
01	298577	08/13/2020	MASTER TECHNOLOGY GROUP	R	315.50
01	298578	08/13/2020	MCGRAW-HILL SCHOOL EDUCATION	R	11,349.31
01	298579	08/13/2020	MINUTEMAN PRESS OF RICHFIELD	R	844.05
01	298580	08/13/2020	OCCUPATIONAL MEDICINE CONSULTANTS	R	479.00
01	298581	08/13/2020	PLAINVIEW MILK PRODUCTS COOPERATIVE	R	6,011.99
01	298582	08/13/2020	RASKIN CANDACE	R	9,200.00
01	298583	08/13/2020	REGION 1 INFORMATION MGMT SERVICE	R	62,420.11
01	298584	08/13/2020	TRIO SUPPLY COMPANY	R	2,295.75
01	298585	08/13/2020	UPPER LAKES FOODS	R	443.18
01	298586	08/13/2020	WORLD FUEL SERVICES, INC.	R	680.98
01	298587	08/13/2020	XCEL ENERGY	R	41.43
01	V2100693	08/17/2020	P-CARD BAIRD LISA	R	4,192.39
01	V2100694	08/17/2020	P-CARD BRUNNER PATTI	R	4,502.31
01	V2100695	08/17/2020	P-CARD FINKE RYAN	R	102.49
01	V2100696	08/17/2020	P-CARD FLUCAS STEVEN	R	245.15
01	V2100697	08/17/2020	P-CARD GEURINK AREND	R	2,705.62
01	V2100698	08/17/2020	P-CARD KRETSINGER DAN	R	1,811.78
01	V2100699	08/17/2020	P-CARD MACE CHRISTI JO	R	597.21
01	V2100700	08/17/2020	P-CARD MARYN ANGELA	R	2,857.76
01	V2100701	08/17/2020	P-CARD MCGINN DAN	R	930.38
01	V2100702	08/17/2020	P-CARD MCNAUGHTON COMMERS CAROLE	R	217.91
01	V2100703	08/17/2020	P-CARD POMERLEAU DORIS	R	35.00
01	V2100704	08/17/2020	P-CARD SHAHSAVAND MARTA	R	136.96
01	V2100705	08/17/2020	P-CARD VALLEY JENNIFER	R	419.77
01	V2100706	08/17/2020	P-CARD WINTER AMY	R	96.00
01	298588	08/20/2020	ALL STATE COMMUNICATIONS INC	R	397.91
01	298589	08/20/2020	AUTO ELECTRIC OF BLOOMINGTON INC	R	109.00
01	298590	08/20/2020	BLUE CROSS BLUE SHIELD OF MINNESOTA	R	8,736.00
01	298591	08/20/2020	BLUETARP FINANCIAL	R	9.99
01	298592	08/20/2020	CARQUEST AUTO PARTS	R	55.08
01	298593	08/20/2020	CATALYST BUYING GROUP LLC	R	369.99
01	298594	08/20/2020	CENTURYLINK	R	181.69
01	298595	08/20/2020	CINTAS CORPORATION NO 2	R	91.70
01	298596	08/20/2020	COMCAST BUSINESS	R	529.74
01	298597	08/20/2020	CULLIGAN SOFT WATER	R	9.50
01	298598	08/20/2020	DARK KNIGHT SOLUTIONS, LLC	R	350.00
01	298599	08/20/2020	ECCO MIDWEST INC	R	34,404.25
01	298600	08/20/2020	ECOLAB INC	R	255.97
01	298601	08/20/2020	FASTENAL INDUSTRIAL	R	175.20
01	298602	08/20/2020	FOLLETT SCHOOL SOLUTIONS INC	R	7,227.06
01	298603	08/20/2020	HILLYARD	R	876.81
01	298604	08/20/2020	HOGAN ASSESSMENT SYSTEMS INC	R	2,700.00
01	298605	08/20/2020	HOGLUND BUS CO INC	R	110.64
01	298606	08/20/2020	HUDL	R	1,999.00
01	298607	08/20/2020	INNOVATIVE OFFICE SOLUTIONS LLC	R	47.84

01	298608	08/20/2020	LOFFLER	R	1,225.09
01	298609	08/20/2020	MADDEN, TRACY A	R	241.60
01	298610	08/20/2020	MADISON NATIONAL LIFE INS CO INC	R	2,255.94
01	298611	08/20/2020	MIDWEST BUS PARTS INC	R	580.17
01	298612	08/20/2020	MISF	R	35.00
01	298613	08/20/2020	MOBILE RADIO ENGINE	R	236.40
01	298614	08/20/2020	OCCUPATIONAL MEDICINE CONSULTANTS	R	29.25
01	298615	08/20/2020	PLAGGE, RONETTE	R	221.87
01	298616	08/20/2020	PREMIUM WATERS INC	R	26.00
01	298617	08/20/2020	ROSENQUIST CONSTRUCTION INC	R	38,100.00
01	298618	08/20/2020	SCHOOL SERVICE EMPLOYEES UNION	R	3,629.07
01	298619	08/20/2020	SHERWIN WILLIAMS CO	R	376.11
01	298620	08/20/2020	SNAPOLOGY OF MINNEAPOLIS	R	600.00
01	298621	08/20/2020	TWIN CITY TRANSPORTATION	R	1,815.36
01	298622	08/20/2020	UNITED HEALTHCARE	R	159.60
01	298623	08/20/2020	UNITED HEALTHCARE INSURANCE CO	R	479.54
01	298624	08/20/2020	UNITED STATES TREASURER	R	230.00
01	298625	08/20/2020	WORLD FUEL SERVICES, INC.	R	903.67
01	298626	08/25/2020	ALL FURNITURE INC	R	5,350.00
01	298627	08/25/2020	ALL STATE COMMUNICATIONS INC	R	105,520.00
01	298628	08/25/2020	AMERICAN DRAPERY SYSTEMS, INC.	R	18,786.00
01	298629	08/25/2020	BRAUN INTERTEC CORP	R	12,820.50
01	298630	08/25/2020	CORVAL CONSTRUCTION	R	1,522,450.29
01	298631	08/25/2020	DEAN'S TANK, INC.	R	15,500.00
01	298632	08/25/2020	DENNIS ENVIRONMENTAL OPERATION	R	82,650.00
01	298633	08/25/2020	EBERT CONSTRUCTION	R	1,479,889.68
01	298634	08/25/2020	ECCO MIDWEST INC	R	317,822.50
01	298635	08/25/2020	ELECTRO SIGNS & DESIGN	R	6,812.50
01	298636	08/25/2020	ENVIROBATE, INC.	R	50,635.00
01	298637	08/25/2020	ICS CONSULTING, INC.	R	76,969.46
01	298638	08/25/2020	INNOVATIVE OFFICE SOLUTIONS LLC	R	45,780.98
01	298639	08/25/2020	INTEREUM, INC	R	25,909.81
01	298640	08/25/2020	LS BLACK CONSTRUCTORS, INC.	R	1,474,050.84
01	298641	08/25/2020	MID MINNESOTA STORAGE	R	180.00
01	298642	08/25/2020	SAAFE, LLC	R	8,088.50
01	298643	08/25/2020	SCHUMACHER ELEVATOR COMPANY	R	2,300.50
01	298644	08/25/2020	SHAW-LUNDQUIST ASSOCIATES, INC.	R	2,208,198.11
01	298645	08/25/2020	WOLD ARCHITECTS AND ENGINEERS	R	69,034.90
01	298646	08/25/2020	HOGLUND BUS CO INC	R	330,077.29
01	298647	08/27/2020	AMPLIFIED IT LLC	R	19,254.00
01	298648	08/27/2020	AQUA ENGINEERING INC	R	745.75
01	298649	08/27/2020	ARAMARK	R	4,044.16
01	298650	08/27/2020	BEN FRANKLIN ELECTRIC INC	R	620.00
01	298651	08/27/2020	BRINK'S INCORPORATED	R	1,246.92
01	298652	08/27/2020	BSN SPORTS, LLC	R	346.50
01	298653	08/27/2020	CANON USA	R	4,038.49
01	298654	08/27/2020	CAPITAL ONE COMMERCIAL	R	364.73
01	298655	08/27/2020	CAPTIVATE MEDIA & CONSULTING	R	1,240.00
01	298656	08/27/2020	CDW GOVERNMENT INC	R	7,695.00
01	298657	08/27/2020	CEDAR SMALL ENGINE	R	424.90

01	298658	08/27/2020	CHHABRA, PURNIMA	R	100.00
01	298659	08/27/2020	CINTAS CORPORATION NO 2	R	109.34
01	298660	08/27/2020	COMMONLIT	R	3,000.00
01	298661	08/27/2020	DIGI INTERNATIONAL, INC.	R	330.00
01	298662	08/27/2020	DIGITAL INSURANCE LLC	R	3,606.00
01	298663	08/27/2020	EDUCATORS BENEFIT CONSULTANTS LLC	R	287.02
01	298664	08/27/2020	FIREFLY COMPUTERS, LLC	R	3,575.00
01	298665	08/27/2020	FURTHER	R	5,526.00
01	298666	08/27/2020	WW GRAINGER INC	R	881.69
01	298667	08/27/2020	GROUP MEDICAREBLUE RX	R	6,510.00
01	298668	08/27/2020	HAWKINS INC	R	10.00
01	298669	08/27/2020	HEARTLAND PAYMENT SYSTEMS INC	R	4,385.00
01	298670	08/27/2020	HILLYARD	R	1,494.03
01	298671	08/27/2020	HOME DEPOT U.S.A.	R	1,032.21
01	298672	08/27/2020	HOOPLE, ANGELA	R	100.00
01	298673	08/27/2020	HOPE CHURCH	R	14,338.47
01	298674	08/27/2020	HR SIMPLIFIED INC.	R	833.00
01	298675	08/27/2020	IDEAL ENERGIES LLC	R	992.09
01	298676	08/27/2020	IIX INSURANCE INFORMATION EXCHANGE	R	81.75
01	298677	08/27/2020	INSTITUTE FOR ENVIROMENTAL	R	20,790.50
01	298678	08/27/2020	KINECT ENERGY INC	R	1,797.41
01	298679	08/27/2020	HAAG COMPANIES, INC.	R	28.99
01	298680	08/27/2020	KORBY, LEE	R	100.00
01	298681	08/27/2020	LAKESHORE LEARNING MATERIALS	R	2,047.76
01	298682	08/27/2020	LOFFLER COMPANIES	R	1,329.53
01	298683	08/27/2020	MARKS TOWING	R	165.00
01	298684	08/27/2020	MCCARTY, JANELL	R	100.00
01	298685	08/27/2020	MENDANA SANJURJO, PABLO	R	100.00
01	298686	08/27/2020	METRO ECSU	R	3,050.00
01	298687	08/27/2020	MULTILINGUAL WORD INC	R	350.00
01	298688	08/27/2020	ON SITE SANITATION	R	873.00
01	298689	08/27/2020	PAN O GOLD BAKING CO	R	62.10
01	298690	08/27/2020	PICTURE PERFECT	R	7,000.00
01	298691	08/27/2020	RYAN JEANNIE M	R	568.27
01	298692	08/27/2020	SOURCEWELL TECHNOLOGY	R	27,251.68
01	298693	08/27/2020	SUMMIT COMPANIES	R	156.30
01	298694	08/27/2020	THE MINNESOTA CHEMICAL COMPANY	R	1,238.50
01	298695	08/27/2020	TOLL COMPANY	R	44.77
01	298696	08/27/2020	TWIN CITY HARDWARE	R	3,228.56
01	298697	08/27/2020	UPPER LAKES FOODS	R	49.56
01	298698	08/27/2020	VELOCITY DRAIN SERVICES INC	R	2,595.00
01	298699	08/27/2020	XCEL ENERGY	R	827.22
01	V610213	08/27/2020	PATRICK L BURRAGE	R	1,622.42
01	V610214	08/27/2020	CARLONDREA D HINES	R	4,615.51
01	V610215	08/27/2020	CALLEN M MCINNES	R	19.09
01	V610216	08/27/2020	DANA A NELSON	R	21.62

TOTAL CHECKS, P-CARDS & E-PAYS					8,596,503.05
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CHECK, E-PAY & P-CARD RUNS FOR 09/08/2020 BOARD REPORTS

BANK 05	DATE	AMOUNT
P-CARDS JULY	8/17/2020	18,850.73
E-PAY	8/27/2020	6,278.64
CHECKS	8/13/2020	441,798.58
	8/20/2020	109,782.04
	8/25/2020	330,077.29
	8/27/2020	160,966.20
Construction Checks	8/25/2020	7,528,749.57

CHECK REGISTER BANK 05 TOTAL =	8,596,503.05
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BREAKDOWN	
01-206-00	977,514.26
02-206-00	18,312.29
03-206-00	45,810.26
04-206-00	20,847.15
06-206-00	7,528,749.57
07-206-00	-
08-206-00	-
20-206-00	3,675.12
21-206-00	1,594.40
47-206-00	-
50-206-00	-
BANK TOTAL =	8,596,503.05

RICHFIELD PUBLIC SCHOOLS

Investment Holdings as of
August 31, 2020

Description	Matures	Rate	Cost	General Operating	Agency (Scholarships)	2018A Bond	2018B Bond	OPEB Bond
SAFRA NATIONAL BANK	09/10/20	1.68%	245,289.14	245,289.14	-	-	-	-
ELGA CREDIT UNION	09/17/20	1.82%	245,100.00	245,100.00	-	-	-	-
VERITEX COMMUNITY BANK	09/17/20	1.66%	245,600.00	245,600.00	-	-	-	-
THIRD COAST BANK, SSB	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	-	-	-	-
WESTERN ALLIANCE BANK - C	12/17/20	1.92%	528,500.00	528,500.00	-	-	-	-
BANK 7	12/17/20	2.23%	242,300.00	242,300.00	-	-	-	-
LATINO COMMUNITY CREDIT UNION	12/17/20	2.10%	242,700.00	242,700.00	-	-	-	-
FIRST NATIONAL BANK / THE FIRST, NA	12/17/20	1.98%	243,200.00	243,200.00	-	-	-	-
EAST BOSTON SAVINGS BANK	12/17/20	1.93%	243,300.00	243,300.00	-	-	-	-
FORESIGHT 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	-	-	-	-
MECHANICS SAVINGS, A DIVISION OF	01/27/21	2.56%	237,500.00	237,500.00	-	-	-	-
FIRST INTERNET BANK OF INDIANA	02/04/21	1.85%	243,300.00	243,300.00	-	-	-	-
TBK BANK, SSB / THE NATIONAL BANK	02/04/21	1.75%	243,600.00	243,600.00	-	-	-	-
CITADEL FCU	02/18/21	1.63%	245,900.00	245,900.00	-	-	-	-
GRANITE COMMUNITY BANK / FIRST NA	02/18/21	1.53%	246,200.00	246,200.00	-	-	-	-
FIELDPOINT PRIVATE BANK & TRUST	02/18/21	1.55%	246,100.00	246,100.00	-	-	-	-
CITY NATL BK - BEV HILLS	02/25/21	1.55%	245,241.26	245,241.26	-	-	-	-
TEXAS CAPITAL BANK	06/28/21	0.30%	248,700.00	248,700.00	-	-	-	-
BANK OF CHINA	08/20/21	0.34%	248,100.00	248,100.00	-	-	-	-
SERVISFIRST BANK	10/19/21	0.70%	247,700.00	247,700.00	-	-	-	-
CIBM BANK	10/19/21	0.10%	249,600.00	249,600.00	-	-	-	-
BMO HARRIS BANK, NA	01/26/22	0.28%	4,000,000.00	4,000,000.00	-	-	-	-
Capital One, National Association Cert	08/16/21	2.10%	160,000.00	-	160,000.00	-	-	-
MN TRUST TERM SERIES	09/25/20	0.14%	2,000,000.00	-	-	2,000,000.00	-	-
ASSOCIATED BANK, NA - C	09/25/20	2.50%	519,100.00	-	-	519,100.00	-	-
SOUTHERN STATES BANK	09/25/20	2.54%	240,500.00	-	-	240,500.00	-	-
PREMIER BANK	09/25/20	2.57%	240,400.00	-	-	240,400.00	-	-
PENTAGON FEDERAL CREDIT UNION (1	09/25/20	2.33%	1,500,000.00	-	-	1,500,000.00	-	-
BMO HARRIS BANK, NA	09/25/20	2.31%	1,500,000.00	-	-	1,500,000.00	-	-

RICHFIELD PUBLIC SCHOOLS

Investment Holdings as of
August 31, 2020

Description	Matures	Rate	Cost	General Operating	Agency (Scholarships)	2018A Bond	2018B Bond	OPEB Bond
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	-	-
County of El Paso TX	02/15/21	2.37%	794,768.00	-	-	794,768.00	-	-
COLLIN CO-B-REF-TXBL	02/15/21	2.43%	260,982.50	-	-	260,982.50	-	-
ASSOCIATED BANK, NA - C	02/25/21	2.50%	1,000,000.00	-	-	1,000,000.00	-	-
FINANCIAL FEDERAL BANK	02/25/21	2.65%	237,100.00	-	-	237,100.00	-	-
ASSOCIATED BANK, NA (N)	02/25/21	2.67%	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	-	-
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	-	-
MN TRUST TERM SERIES	09/25/20	0.14%	2,000,000.00	-	-	-	2,000,000.00	-
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	-
PACIFIC WESTERN BANK	04/23/21	3.19%	233,400.00	-	-	-	233,400.00	-
CIBC BANK USA / PRIVATE BANK - MI	08/25/21	2.69%	234,000.00	-	-	-	234,000.00	-

RICHFIELD PUBLIC SCHOOLS

Investment Holdings as of
August 31, 2020

Description	Matures	Rate	Cost	General Operating	Agency (Scholarships)	2018A Bond	2018B Bond	OPEB Bond
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	-
PREFERRED BANK	08/31/20	2.55%	240,500.00	-	-	-	-	240,500.00
CORPORATE ONE FEDERAL CREDIT UN	08/31/20	2.60%	240,300.00	-	-	-	-	240,300.00
State of California	10/01/20	2.28%	725,355.25	-	-	-	-	725,355.25
KEMBA FINANCIAL FCU	10/13/20	1.75%	236,900.00	-	-	-	-	236,900.00
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
MERRICK BANK	10/19/20	2.90%	92,000.00	-	-	-	-	92,000.00
PRIME ALLIANCE BANK	10/19/20	2.99%	208,000.00	-	-	-	-	208,000.00
SECURITY STATE BANK	10/30/20	1.79%	236,600.00	-	-	-	-	236,600.00
FIRST CENTRAL BANK MCCOOK	10/30/20	1.81%	236,200.00	-	-	-	-	236,200.00
GREAT MIDWEST BANK	12/18/20	1.91%	115,000.00	-	-	-	-	115,000.00
CFG BANK	04/01/21	1.74%	243,500.00	-	-	-	-	243,500.00
IOWA VLY IA CMNTY CLG	06/01/21	1.55%	587,258.10	-	-	-	-	587,258.10
OXFORD-C-REF	08/01/21	1.70%	300,516.00	-	-	-	-	300,516.00
T BANK, NA	10/12/21	1.51%	100,000.00	-	-	-	-	100,000.00
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
TEXAS ST-C-REF-TXBL	10/01/22	1.61%	784,606.90	-	-	-	-	784,606.90
HONOLULU CITY and CNTY	10/01/22	1.58%	965,371.30	-	-	-	-	965,371.30
HONOLULU-E-TXBL	10/01/22	1.61%	282,931.00	-	-	-	-	282,931.00
HAWAII-FA-TXBL	10/01/23	1.62%	882,359.50	-	-	-	-	882,359.50
Total Investments Held			47,895,042.60	10,665,730.40	160,000.00	24,124,535.25	5,070,900.00	7,873,876.95

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 8, 2020

Subject: PERSONNEL ITEMS
(Recommended by Superintendent)

That the Board of Education approve the following personnel items:

Management Full Time Positions for Employment

Maria Graver – Assistant Principal – Richfield High School
Rachel Gens – Director of Elementary Education – District Wide
Jared Ellerson – Director of Activities – District Wide

Management Full Time Resignations

Patrick Burrage – Director of Early Childhood – District

Certified Full Time Positions for Employment – 1st Year Probation

Connor McCabe – Elementary Education – Sheridan Hills
Christina McDaniels – Pre- K – Central
Eric Anderson – Special Education – District
Sophie Sigel – Science – RHS
Drew Ballenger – Special Education – SEC
Amanda Sauer – Pre-K – Sheridan Hills
Christina Lytle – Special Education – RMS
Kristen Larsen – Pre-K – Central

Certified Full Time Position for Employment – 3rd Year Probation

Katherine Olejnicak – Social Studies – Richfield High School
Adrian Champine – Media – RDLS
Jacqueline Wilkie – Special Education – Central

Certified Full Time Position for Employment – Continuing Contract

Laurie Siebert – Mathematics – RHS

Certified Full Time Position for Employment – Temporary Contract

Adam Alcott – Language Arts – RHS

Certified Full Time Position FTE Increase

Zachary Hanson – Mathematics – RHS

Certified Full Time Request for Leave of Absence

Vanessa Krebsbach – Reading Intervention – RDLS

Certified Full Time Resignations

Zachary Semon – Special Education – RSTEM

Emily Virant – Special Education Lead – RSTEM

Classified Management Full Time Positions for Employment

Amber Schauer – Payroll – District Office

TiMecka Michaels – HR Supervisor – District Office

Classified Part Time Retirement – Facilities and Transportation

Daniel Forcier – Bus Driver – District Wide

Classified Full Time Position For Employment - Paraprofessional

Warren Matthews Jr. - 40 hr/wk Security Monitor - Senior High

Classified Full Time Resignation - Facilities & Transportation

James Ales Jr. - 40 hr/wk Building Cleaner - RSTEM

Classified Full Time Resignation - Paraprofessional

Angelica Meza Sierra - 40 hr/wk Clerical Paraprofessional - Senior High

Classified Part Time Resignation - Food & Nutrition Services

Sue Holder - 30 hr/wk - Sheridan Hills & RHS

Martha Malagon Avila

Classified Part Time Resignation - Paraprofessional

Kelly Magnuson - 20 hr/wk - Instructional Paraprofessional - RSTEM

Alma Escobar - 35 hr/wk - Instructional Paraprofessional - RDLS

Diane Hall - 35 hr/wk - Instructional Paraprofessional - RSTEM

NEW BUSINESS – FOR ACTION

Agenda Item V.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 9, 2020

Subject: COVID-19 Face Covering Policy

(Recommended by the Superintendent)

Approval of the new policy after one reading.

Attachments

Policy 548 – COVID-19 Face Covering
Student Face Mask Guide
Face Mask Exemption Form

RICHFIELD PUBLIC SCHOOLS
COVID-19 FACE COVERING POLICY

I. PURPOSE

The purpose of this policy is to establish requirements for employees, students, and other persons (including visitors, guests, contractors, etc.) present on school property to wear face coverings in classrooms, preschool, child care settings and other indoor areas, as well as outdoor areas where a physical distance of 6 feet cannot be maintained between persons, in order to minimize exposure to COVID-19.

II. GENERAL OF STATEMENT OF POLICY

A. The policy of the school district is to comply with Executive Order 20-81, Executive Order 20-82, and applicable face covering requirements from the Minnesota Department of Health and the Minnesota Department of Education. The policy will remain in effect as long as these Executive Orders remain active.

B. Face coverings are meant to protect other people in case the wearer does not know they are infected.

C. Unless an exception described in Part IV below applies, all students, staff, and other people present indoors in school buildings and district offices or riding on school transportation vehicles are required to wear a face covering at all times.

D. A violation of this policy occurs when any student, staff, or other person present in a school building, in the school district office, or on a school transportation vehicle fails to wear a face covering, unless an enumerated exception applies.

III. DEFINITIONS

A. A face covering must be worn to cover the nose and mouth completely, should not be overly tight or restrictive, and should feel comfortable to wear. Face coverings should never be shared and should only be utilized

by one individual. The following are included in the definition of face covering:

1. Paper or disposable mask;
2. Cloth face mask;
3. Scarf;
4. Neck gaiter;
5. Bandana;
6. Religious face covering;
7. Medical-grade mask or respirator; and
8. Transparent face mask

This policy recommends the use of a multi-layered cloth mask as the preferred option as this has been recommended by the Center for Disease Control (CDC) as the best method for preventing the spread of COVID-19. Bandanas and neck gaiters are generally not recommended by the CDC, but are not expressly prohibited, thus all face coverings listed above are acceptable. Any face coverings that are made of only one layer of cloth material are recommended to be worn folded over to provide two layers of cloth.

B. A face shield is a clear plastic barrier that covers the face and allows visibility of facial expressions and lip movements for speech perception. A face shield should extend below the chin anteriorly, to the ears laterally, and there should be no exposed gap between the forehead and the shield's headpiece. A face shield does not meet the definition of a face covering and is not recommended to be used in place of a face covering. The best use of a face shield is in addition to a face covering as a secondary layer of protection.

C. Masks that incorporate a valve designed to facilitate easy exhaling, mesh masks, or masks with openings, holes, visible gaps in the design or material, or vents are not sufficient face coverings because they allow exhaled droplets to be released into the air.

IV. EXCEPTIONS AND ALTERNATIVES; TEMPORARY REMOVAL OF FACE COVERING

A. Face coverings should never be placed on anyone under age 2, anyone who is having trouble breathing or is unconscious, or anyone who is incapacitated or otherwise unable to remove the face covering without assistance.

B. A face shield may be used as an alternative to a face covering in the following situations:

1. Individuals who cannot tolerate a face covering due to a documented medical condition or documented disability related condition may be permitted to utilize alternative options such as a face shield or other reasonable accommodation.
2. If a transparent face mask is not available, a teacher of any grade level may wear a face shield when wearing a face covering may impede the educational process. This may only occur when the teacher is able to remain at least 6 feet away from all other individuals. For example, a teacher teaching phonics in early grades might need students to observe lip motions to appropriately learn the content. In this example, the teacher would need to teach from a 6 foot distance and wear a face covering if moving closer than 6 feet to the students.
3. If a transparent face mask is not available, staff providing direct support student services may wear a face shield instead of a face covering when a face covering would impede the service being provided. This may only occur when the staff member is able to remain at least 6 feet away from all other individuals. For example, in a special education session where a student is learning to identify emotions, they may need to see facial expressions to appropriately learn the content. In this example, the staff member would need to teach from a 6 foot distance and wear a face covering if moving closer than 6 feet to the students.

C. Staff, students, and other people present in school buildings or in district offices may temporarily remove their face covering in the following situations:

1. When engaging in classes or activities conducted outdoors, though people participating in these activities must maintain six feet of distance to the extent possible. Staff are encouraged to consider outdoor breaks to support successful mask usage during indoor learning time.

2. During activities, such as swimming or showering, where the face covering will get wet;
3. While receiving a service, including nursing, medical, or personal care services, that cannot be performed or is difficult to perform when the individual receiving the service is wearing a face covering;
4. When the wearer needs to remove their face covering to eat or drink, though care should be taken to maintain as much space as possible between people while doing so;
5. During indoor practices or performances involving playing musical instruments where a face covering cannot be used while playing the instrument, though people participating in these activities must maintain at least six feet of distance and must consider additional barriers such as Plexiglas dividers;
6. When required by school staff for the purposes of identification;
7. Staff working alone in their offices, classrooms, vehicles, or job locations that have no person-to-person interaction;
8. Staff working in communal spaces that have barriers such as Plexiglas or cubicle walls between employees that are above face level, provided that six feet of distance is maintained; or
9. When communicating with a person who is deaf or hard of hearing or has a disability, medical condition, or mental health condition that makes communication with a face covering difficult, provided that six feet of distance is maintained to the extent possible.

V. IMPLEMENTATION

- A. This policy will be conspicuously posted in each school building and administrative office and communicated to students, staff, families, and potential visitors to the school building.

B. The school district will provide face coverings to all students. Employees will be provided face coverings and face shields (to the fullest extent possible). Employees and students may choose to wear their own face covering as long as it covers the nose and mouth. To the extent practicable, the school district will maintain an extra supply of face coverings for people who forget to bring their face covering.

C. The school district will teach and reinforce the use of face coverings for students and staff throughout the school day, including on transportation vehicles, inside school buildings, and generally when on school grounds.

D. Individuals who cannot tolerate a face covering due to a medical condition or disability related condition may be permitted to utilize alternative options such as a face shield or other reasonable accommodation. The Superintendent or designee shall have discretion to determine whether an employee, parent, or community member qualifies for a reasonable accommodation and the accommodation to be provided. For a student with a medical condition or disability, the student's education team (i.e. IEP team, Section 504 team, health plan team) will determine whether the student qualifies for a reasonable accommodation and the accommodation to be provided. As a condition to granting a reasonable accommodation, the school district may require an individual to provide a note from a health care provider or medical authority and/or other relevant information or with respect to the condition or circumstance. Requests for reasonable accommodations from the face covering requirement shall be assessed on a case-by-case basis in accordance with applicable federal and state law.

E. All face coverings shall meet the requirements of applicable dress code policies and/or codes of conduct.

1. Face coverings promoting products or activities that are illegal for use by minors are not acceptable.
2. Face coverings with any of the following will not be tolerated:
Objectionable emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected group, evidences gang membership or affiliation, or approves, advances or provokes any form of religious, racial or sexual harassment and/or violence against other individuals as defined

in School Board Policy 103 pertaining to “Racial, Religious and Sexual Harassment and Violence.”

3. It is not the intention of this policy to infringe on the rights of students to express political, religious, philosophical, or similar opinions by wearing apparel on which such messages are stated. Such messages are acceptable as long as they are not lewd, vulgar, obscene, defamatory, profane, do not advocate violence or harassment against others or do not create a substantial disruption of the learning environment.

F. The school district will make distance learning available to all enrolled students as an option.

G. Students and staff should not engage in any indoor physical activity where the level of exertion makes wearing a face covering difficult.

VI. ENFORCEMENT; CONSEQUENCES FOR NON-COMPLIANCE

A. In order to promote the health and safety of employees, students and members of the community, and make available a safe environment that is conducive to learning, compliance with this policy is necessary.

B. Employees who fail or refuse to comply with this policy may be subject to discipline, as appropriate, up to and including the termination of employment.

C. Students who fail or refuse to comply with this policy may be subject to discipline in accordance with Policy 541, Student Behavior. Students unwilling to participate in in-person or hybrid learning in compliance with this policy will be offered distance learning. Accommodation will appropriately and legally be made for students with specific health or special education concerns that prevent them from wearing face coverings. When appropriate, additional options will be provided such as face shields or Plexiglas dividers.

D. The school district may, in its discretion, report violators of this policy to law enforcement. Any adult individual who willfully violates Emergency Executive Order 20-81 or 20-82 is guilty of a petty misdemeanor and upon conviction must be punished by a fine not to exceed \$100.

Legal References:

Emergency Executive Order 20-81

Emergency Executive Order 20-82

Minn. Stat. § 12.45 (Governor's Orders and Rules, Effect)

Minn. Stat. § 12.45 (Violations; Penalties)

Cross References:

Policy 103 Racial, Religious and Sexual Harassment and Violence

Policy 541 Student Behavior

Policy 547 Student Dress and Appearance

RATIFIED BY THE BOARD OF EDUCATION: 9/8/2020



Student Face Mask Guide

FACE COVERINGS:

A cloth or paper mask, scarf, bandana, gaiter or religious face covering that covers the mouth and nose. If your face covering is a single layer of fabric, current recommendations are that you fold it over so that there are two fabric layers.

FACE SHIELDS:

Only a clear face shield that extends below the chin in the front, to the ears on the sides and with no gap between the forehead and the headpiece may be used in certain specific circumstances.

FACE COVERING DOES NOT MEAN:

- Any mask or other item that includes a valve, hole, gaps or openings to facilitate easier breathing, or is made of a mesh material.
- Safety goggles that cover only the eyes or only the eyes and nose.
- A face shield

FACE COVERING IS REQUIRED:

- Whenever I am indoors in all RPS buildings.
- When I am outdoors in situations where social distancing cannot be maintained.
- On all RPS buses and vans.

FACE COVERING IS NOT REQUIRED:

- When I am eating or drinking, as long as social distancing is maintained.
- When I am outside, as long as social distancing is maintained.
- When I am participating in indoor activities involving playing musical instruments (if the instrument cannot be played while wearing a face covering), as long as social distancing is maintained.
- If I cannot tolerate a face covering due to a developmental, medical or behavioral health condition and a medical exemption has been approved for me.
- If I have an IEP/504 and am receiving specialized instruction or service where wearing a face covering is problematic, as long as social distancing is maintained.

HOW TO MAKE YOUR MASK MORE COMFORTABLE:

- If it bothers your ears, you can get a headband with buttons, a plastic “ear-saver” or hook it around pigtales.
- You can purchase a mask that ties in the back of the head instead of looping over the ears.
- If your mask doesn’t fit tightly enough, try tying a knot in each ear strap.
- If your glasses fog up when wearing the mask, try folding a small piece of tissue and setting it between your nose and the top of the mask.

CARE & DISPOSAL :

- Never share or trade your face covering with someone else!
- Make sure you have a safe place to put your face covering when you take it off outside or to eat or drink so that it does not get mixed up with someone else's.
- The same face covering can be worn throughout the school day unless it becomes dirty or wet, in which case it should be replaced with a new, clean one.
- Masks should be washed each day. You can put in the regular laundry on the warmest appropriate setting for the type of cloth or hand wash it with soap and hot water, then hang it to dry overnight.
- Used disposable masks should be thrown away.

EXEMPTIONS:

- Individuals with a medical condition, mental health condition or disability that makes it unreasonable to maintain a face covering.
- Children who are under 2-years-old should never wear a face covering.

EXEMPTION PROCESS:

Students who cannot tolerate a face covering due to a developmental, medical or behavioral health condition may be exempt from wearing a face covering. An [exemption form](#) must be signed by a parent/guardian and a medical authority. A medical authority includes a medical doctor, psychiatrist, clinical psychologist, physician assistant or nurse practitioner (a person licensed to write prescriptions in Minnesota). The most common accommodation would be to wear a face shield instead.

Wearing Your Face Covering Correctly:

<https://www.health.state.mn.us/diseases/coronavirus/materials/masksafely.pdf>

Richfield Public Schools
Face Covering Exemption Form

Everyone in RPS has a shared responsibility to reduce the spread of COVID-19. Face coverings are meant to protect other people in case the wearer does not know they are infected. Students who cannot tolerate a face covering due to a developmental, medical, or behavioral health condition may be exempt from wearing one in school. An exemption form must be signed by a parent/guardian and a medical authority.

Definitions:

- Face Covering: a cloth or paper mask, scarf, bandana, gaiter, or religious face covering that covers the mouth and nose.
- Face Shield: Clear shield that extends below the chin in the front, to the ears on the sides and with no gap between the forehead and the headpiece may be used in certain specific circumstances.
- Medical Authority: A medical doctor, psychiatrist, clinical psychologist, physician assistant, or nurse practitioner (generally a person licensed to write prescriptions in Minnesota).

Student Name _____ Date of Birth _____

Student Grade _____ Home Address _____

Parent/Guardian Printed Name _____

Parent/Guardian Signature _____

Date _____ School Building _____

Medical Authority Printed Name _____

Medical Authority Signature _____

Office/Clinic Address _____ Phone _____

List the medical reason an exemption or face shield is warranted _____

Can a face shield be worn instead of a mask?

- ☐ Yes
☐ No

Is a medical exemption required? (No mask OR face shield)

- ☐ Yes
☐ No

If yes, what alternative mitigation strategy is suggested?

Parent/Guardian: Return this form to your child's principal.

NEW BUSINESS – FOR ACTION

Agenda Item V.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 9, 2020

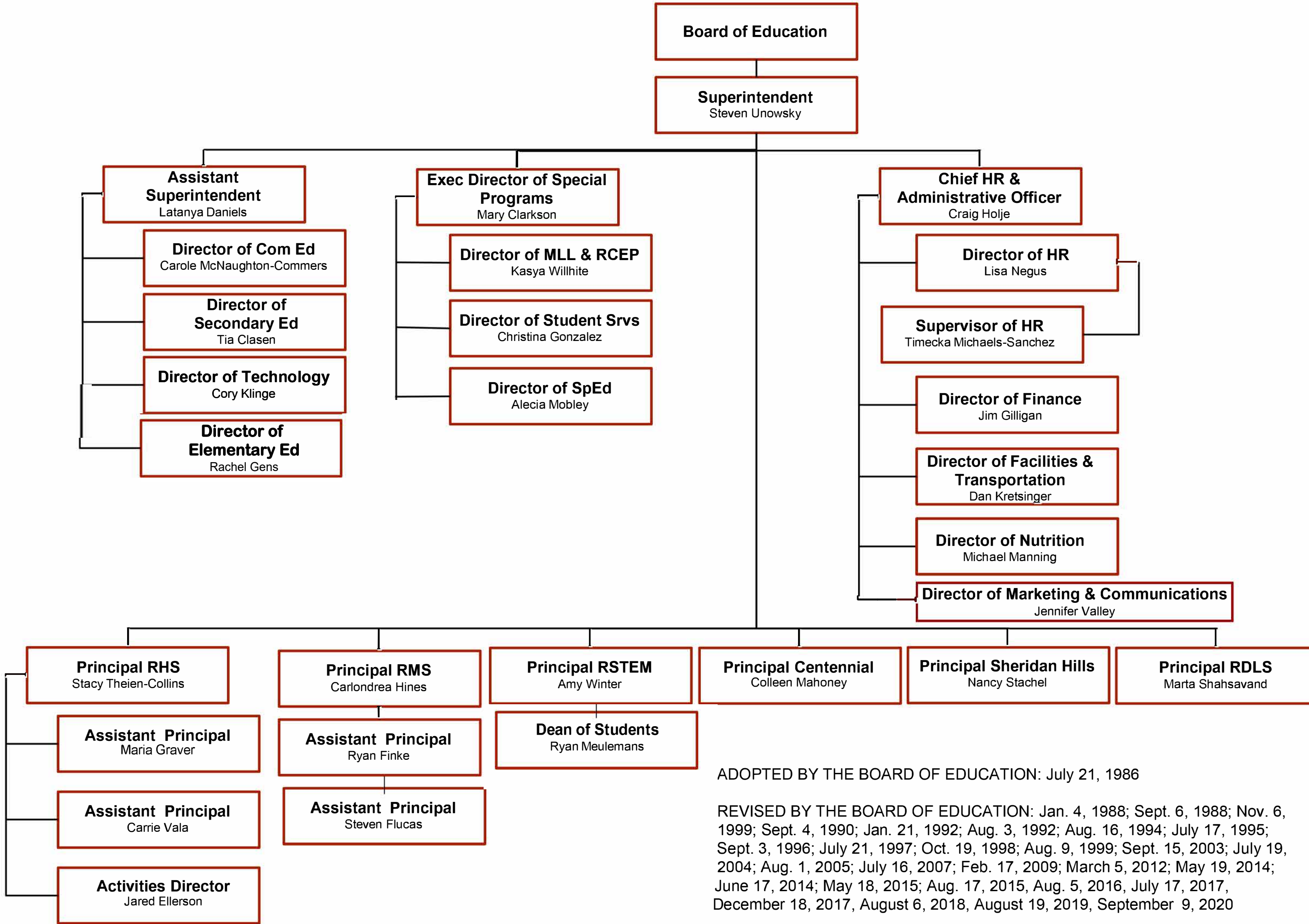
Subject: District Organization Chart & Position Assignments

(Recommended by the Superintendent)

Approval of the revised policies after one reading.

Attachments

Policy 301 – District Organization Chart
Policy 302 – Position Assignments



RICHFIELD PUBLIC SCHOOLS

POSITION ASSIGNMENTS

BOARD OF EDUCATION

Crystal Brakke, Chair
Tim Pollis, Vice Chair
Allegra Smisek, Director

Paula Cole, Treasurer
Christine Maleck, Clerk
Peter Toensing, Director

DISTRICT ADMINISTRATION

Superintendent of Schools

Steven Unowsky

Assistant Superintendent of Schools

Latanya Daniels

Director of Community Education

Carole McNaughton-Commers

Director of Secondary Education

Tia Clasen

Director of Elementary Education

Rachel Gens

Director of Technology

Cory Klinge

Chief of Human Resources & Administrative Officer

Craig Holje

Director of HR

Lisa Negus

Supervisor of HR

Timecka Michaels-Sanchez

Director of Finance

Jim Gilligan

Director of Facilities & Transportation

Dan Kretsinger

Director of Nutrition

Michael Manning

Director of Marketing & Communications

Jennifer Valley

Executive Director of Special Programs

Mary Clarkson

Director of Multi Language Learners & RCEP

Kasya Willhite

Director of Student Services

Christina Gonzalez

Director of Special Education

Alecia Mobley

BUILDING ADMINISTRATION

Senior High School Principal

Stacy Theien-Collins

Assistant Principal

Maria Graver

Assistant Principal

Carrie Vala

Activities Director

Jared Ellerson

Middle School Principal

Carlondrea Hines

Assistant Principal

Ryan Finke

Assistant Principal

Steven Flucas

RSTEM School Principal

Amy Winter

Centennial School Principal

Colleen Mahoney

Sheridan Hills School Principal

Nancy Stachel

Richfield Dual Language School Principal

Marta Shahsavand

RATIFIED BY THE BOARD OF EDUCATION: July 21, 1986

REVISED BY THE BOARD OF EDUCATION: January 4, 1988, September 6, 1988, November 6, 1989, September 4, 1990, January 21, 1992, August 3, 1992, August 16, 1993, August 1, 1994, July 17, 1995, September 3, 1996, July 21, 1997, October 19, 1998, August 9, 1999, August 21, 2000, October 1, 2001, January 21, 2003; September 15, 2003, January 20, 2004, July 19, 2004, January 18, 2005, August 1, 2005, January 23, 2006, July 17, 2006, January 22, 2007, July 16, 2007, February 4, 2008, July 14, 2008, February 2, 2009; August 17, 2009, August 16, 2010, August 15, 2011, March 5, 2012, August 18, 2014, May 18, 2015, August 17, 2015, August 5, 2016, December 18, 2017, August 6, 2018, August 19, 2019, September 9, 2020

NEW BUSINESS – FOR REVIEW

Agenda Item V.C.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 9, 2020

Subject: Disability Nondiscrimination

(Recommended by the Superintendent)

First read of the new policy.

Attachments

Policy 403 – Disability Nondiscrimination – first read

RICHFIELD PUBLIC SCHOOLS

DISABILITY NONDISCRIMINATION POLICY

I. PURPOSE

The purpose of this policy is to provide a fair employment setting for all persons and to comply with state and federal law.

II. GENERAL STATEMENT OF POLICY

A. The school district shall not discriminate against qualified individuals with disabilities because of the disabilities of such individuals in regard to job application procedures, hiring, advancement, discharge, compensation, job training, and other terms, conditions, and privileges of employment.

B. The school district shall not engage in contractual or other arrangements that have the effect of subjecting its qualified applicants or employees with disabilities to discrimination on the basis of disability. The school district shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association.

C. The school district shall make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee, unless the accommodation would impose undue hardship on the operation of the business of the school district.

D. Any job applicant or employee wishing to discuss the need for a reasonable accommodation, or other matters related to a disability or the enforcement and application of this policy, should contact Craig Holje, Chief Human Resources & Administrative Officer, at 7001 Harriet Ave South, Richfield, MN 55423, at 612-798-6031, or by email at craig.holje@rpsmn.org. This individual is the school district's appointed ADA/Section 504 coordinator.

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act) 29 U.S.C. § 794 et seq. (Rehabilitation Act of 1973, § 504) 42 U.S.C., Ch. 126 § 12112 (Americans with Disabilities Act) 29 C.F.R. Part 32 34 C.F.R. Part 35 34 C.F.R. Part 104

Cross Reference: Board Policy 402 Equal Employment Opportunity

RATIFIED BY THE BOARD OF EDUCATION:

NEW BUSINESS – FOR REVIEW

Agenda Item V.D.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 9, 2020

Subject: School District System Accountability

(Recommended by the Superintendent)

First read of the new policy.

Attachments

Policy 602 – School District System Accountability – first read

RICHFIELD PUBLIC SCHOOLS

SCHOOL DISTRICT SYSTEM ACCOUNTABILITY

I. PURPOSE

The purpose of this policy is to focus public education strategies on a process which promotes higher academic achievement for all students and ensures broad-based community participation in decisions regarding the implementation of the Minnesota Academic Standards and federal law.

II. GENERAL STATEMENT OF POLICY

Implementation of the Minnesota Academic Standards and federal law will require a new level of accountability for the school district. The school district will establish a system to transition to the graduation requirements of the Minnesota Academic Standards. The school district also will establish a system to review and improve instruction, curriculum, and assessment which will include substantial input by students, parents or guardians, and local community members. The school district will be accountable to the public and the state through annual reporting.

III. DEFINITIONS

A. "Credit" means a student's successful completion of an academic year of study or a student's mastery of the applicable subject matter, as determined by the school district.

B. "Graduation Standards" means the credit requirements and locally adopted content standards or Minnesota Academic Standards that school districts must offer and certify that students complete to be eligible for a high school diploma.

C. "World's best workforce" means striving to: meet school readiness goals; have all third grade students achieve grade-level literacy; close the academic achievement gap among all racial and ethnic groups of students and between students living in poverty and students not living in poverty; have all students attain career and college readiness before graduating from high school; and have all students graduate from high school.

IV. ESTABLISHMENT OF GOALS; IMPLEMENTATION; EVALUATION AND REPORTING

A. School District Goals

1. The school board has established school district-wide goals which provide broad direction for the school district. Incorporated in these goals are the graduation and education standards contained in the Minnesota Academic Standards and federal law. The broad goals shall be reviewed annually by the school board.

2. Advisory Committees will be established by the superintendent to ensure active community participation in all phases of planning and improving the instruction and curriculum affecting state and district academic standards.

3. The school district-wide improvement goals should address recommendations identified through the Advisory Committee process. The school district's goal setting process will include consideration of individual site goals. School district goals may also be developed through an education effectiveness program, an evaluation of student progress committee, or through some other locally determined process.

4. The superintendent or designee shall communicate progress measurements and participation to the school board throughout this process.

B. System for Reviewing All Instruction and Curriculum

1. Incorporated in the process will be analysis of the school district's progress toward implementation of the Minnesota Academic Standards. Instruction and curriculum shall be reviewed and evaluated by taking into account strategies and best practices, student outcomes, principal evaluations under Minn. Stat. § 123B.147, Subd. 3, and teacher evaluations under Minn. Stat. § 122A.40, Subd. 8, or 122A.41, Subd. 5. This process is described in full in Policy 610 Selection and Reevaluation of Instructional Resources and Guideline 610.1 along with Policy 612 Curriculum Development and Guideline 612.1 and Policy 601 Academic Standards and Instructional Curriculum.

2. The superintendent or designee shall communicate progress measurements and participation to the school board throughout this process.

C. Implementation of Graduation Requirements

1. The Advisory Committees shall also advise the superintendent on implementation of the state and local graduation requirements, including K-12 curriculum, assessment, student learning opportunities, and other related issues. Recommendations of the Advisory Committees shall be published to the community. The school board shall receive public input and comment and shall review this policy at least annually. This process is described in full in Policy 620 Credit for Learning and accompanying guideline 620.1.

2. The superintendent shall annually review and determine if student achievement levels at each school site meet federal expectations. If the superintendent determines that student achievement levels at a school site do not meet federal expectations and the site has not made adequate yearly progress for two consecutive school years, the superintendent or designee shall work with the school site to adopt a plan to raise student achievement levels to meet federal expectations. This process shall include parental input and collaboration with Advisory Committees. The superintendent or designee may seek assistance from the Commissioner of the Minnesota Department of Education (MDE) (Commissioner) in developing a plan which must include parental involvement components.

3. The educational assessment system component utilized by the superintendent to measure individual students' educational progress must be based, to the extent annual tests are administered, on indicators of achievement growth that show an individual student's prior achievement. Indicators of achievement and prior achievement must be based on highly reliable statewide or districtwide assessments. The superintendent will utilize models developed by the Commissioner for measuring individual student progress. The superintendent must coordinate with MDE in evaluating school sites and continuous improvement plans, consistent with best practices.

4. The superintendent or designee shall communicate progress measurements and participation to the school board throughout this process.

D. Comprehensive Continuous Improvement of Student Achievement

1. Advisory Committees will meet multiple times yearly to advise and assist the school district in the implementation of the school district system accountability and comprehensive continuous improvement process.

2. Advisory Committees will continue to provide active community participation and ongoing input and feedback in a variety of areas including:

a. Reviewing the school district instructional and curriculum plan, with emphasis on implementing the Minnesota Academic Standards;

b. Identifying annual instruction and curriculum improvement goals for recommendation to the superintendent;

c. Making recommendations regarding the evaluation process that will be used to measure school district progress toward its goals;

d. Advising the superintendent about development of the annual budget.

3. Advisory Committees shall meet the following criteria:

a. Advisory Committees shall ensure active community participation in all planning for instruction and curriculum affecting Graduation Standards.

b. Advisory Committees shall make recommendations to the superintendent on school district-wide standards, assessments, and program evaluation.

c. Building teams may be established as subcommittees to develop and implement an education effectiveness plan and to carry out methods to improve instruction, curriculum, and assessments as well as methods to use technology in meeting the school district improvement plan.

d. A local plan to evaluate student progress, using a local process, shall be used for developing a plan for assessment of student progress toward the Graduation Standards, as well as program evaluation data for use by Advisory Committees in the instruction and curriculum review process.

4. Advisory Committees shall, when possible, be comprised of at least two-thirds community representatives and shall reflect the diversity of the community. To the extent possible, Advisory Committees shall reflect the diversity of the school district and its school sites and include teachers, parents, support staff, students, and other community residents. Possible advisory composition could include:

a. Leadership (school board member, district representative, building administrator)

b. Students

- c. Staff (Representation from different bargaining groups)
- d. Parents (Representation from different school buildings)
- e. Community Members (without school age children)
- f. Local Business Representatives
- g. Others as appropriate

5. Translation services should be provided to the extent appropriate and practicable.

6. Advisory Committees shall meet according to a published calendar of scheduled gatherings. Schedules shall ideally be published on the district website in the yearly calendar and communicated directly to all families via electronic or written communication methods.

E. Reporting

1. Consistent with Minn. Stat. § 120B.36, Subd. 1, the superintendent or designee shall publish a report in the local newspaper with the largest circulation in the district, by mail, or by electronic means on the school district website. The school board shall hold an annual public meeting to review and revise, where appropriate, student achievement goals, local assessment outcomes, plans, strategies, and practices for improving curriculum and instruction and cultural competency and efforts to equitably distribute diverse, effective, experienced, and in-field teachers, and to review school district success in realizing the previously adopted student achievement goals and related benchmarks and the improvement plans leading to the world's best workforce. The superintendent must transmit an electronic summary of its report to the Commissioner in the form and manner the Commissioner determines. The school district shall periodically survey affected constituencies in their native languages, where appropriate and practicable, about their connection to and level of satisfaction with school. The school district shall include the results of this evaluation in its published reports and in its summary report to the Commissioner.

2. The school performance report for a school site and a school district must include performance reporting information and calculate proficiency rates as required by the most recently reauthorized Elementary and Secondary Education Act.

Legal References: Minn. Stat. § 120B.018 (Definitions) Minn. Stat. § 120B.02 (Educational Expectations for Minnesota's Students) Minn. Stat. § 120B.11 (School District Process) Minn. Stat. § 120B.35 (Student Achievement Levels) Minn. Stat. § 120B.36 (School Accountability; Appeals Process) Minn. Stat. § 122A.40, Subd. 8 (Employment; Contracts; Termination) Minn. Stat. § 122A.41, Subd. 5 (Teacher Tenure Act; Cities of the First Class; Definitions) Minn. Stat. § 123B.04 (Site Decision Making Agreement) Minn. Stat. § 123B.147, Subd. 3 (Principals) Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts) Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics) Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts) Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science) Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies) Minn. Rules Parts 3501.1400-3501.1410 (Academic Standards for Physical Education) 20 U.S.C. § 6301, et seq. (Every Student Succeeds Act)

- 1 **Cross References:**
- 2 Policy 610 & Guideline 610.1 Selection and Reevaluation of Instructional Resources
- 3 Policy 612 & Guideline 612.1 Curriculum Development
- 4 Policy 601 Academic Standards and Instructional Curriculum
- 5 Policy 620 & Guideline 620.1 Credit for Learning
- 6
- 7 ADOPTED BY THE BOARD OF EDUCATION:
- 8

NEW BUSINESS – FOR REVIEW

Agenda Item V.E.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 9, 2020

Subject: Public Data Requests

(Recommended by the Superintendent)

First read of the new policy.

Attachments

Policy 716 Public Data Requests – first read

RICHFIELD PUBLIC SCHOOLS

PUBLIC DATA REQUESTS POLICY

I. PURPOSE

The school district recognizes its responsibility relative to the collection, maintenance, and dissemination of public data as provided in state statutes.

II. GENERAL STATEMENT OF POLICY

The school district will comply with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 (MGDPA), and Minn. Rules Parts 1205.01001205.2000 in responding to requests for public data.

III. DEFINITIONS

A. Government Data

“Government data” means all recorded information that the school district has, including paper, email, flash drives, CDs, DVDs, photographs, etc.

B. Inspection

“Inspection” means the visual inspection of paper and similar types of government data. Inspection does not include printing copies by the school district, unless printing a copy is the only method to provide for inspection of the data. For data stored in electronic form and made available in electronic form on a remote access basis to the public by the school district, inspection includes remote access to the data by the public and the ability to print copies of or download the data on the public’s own computer equipment.

C. Public Data

“Public data” means all government data collected, created, received, maintained, or disseminated by the school district, unless classified by statute, temporary classification pursuant to statute, or federal law, as nonpublic or protected nonpublic; or, with respect to data on individuals, as private or confidential.

D. Responsible Authority

“Responsible authority” means the individual designated by the school board as the individual responsible for the collection, use, and dissemination of any set of data on individuals, government data, or summary data, unless otherwise provided by state law. Until an individual is designated by the school board, the responsible authority is the superintendent.

E. Summary Data

1 “Summary data” means statistical records and reports derived from data on individuals but
2 in which individuals are not identified and from which neither their identities nor any other
3 characteristic that could uniquely identify an individual is ascertainable.

4
5 IV. REQUESTS FOR PUBLIC DATA

6
7 A. All requests for public data must be made in writing directed to the responsible authority.

8
9 1. A request for public data must include the following information:

10
11 a. Date the request is made;

12
13 b. A clear description of the data requested;

14
15 c. Identification of the form in which the data is to be provided (e.g., inspection, copying,
16 both inspection and copying, etc.); and

17
18 d. Method to contact the requestor (such as phone number, address, or email address).

19
20 2. A requestor is not required to explain the reason for the data request.

21
22 3. The identity of the requestor is public, if provided, but cannot be required by the
23 government entity.

24
25 4. The responsible authority may seek clarification from the requestor if the request is not
26 clear before providing a response to the data request.

27
28 B. The responsible authority will respond to a data request at reasonable times and places
29 as follows:

30
31 1. The responsible authority will notify the requestor in writing as follows:

32
33 a. The requested data does not exist; or

34
35 b. The requested data does exist but either all or a portion of the data is not accessible to
36 the requestor; or

37
38 (1) If the responsible authority determines that the requested data is classified so that
39 access to the requestor is denied, the responsible authority will inform the requestor of the
40 determination in writing, as soon thereafter as possible, and shall cite the specific statutory
41 section, temporary classification, or specific provision of federal law on which the
42 determination is based.

43
44 (2) Upon the request of a requestor who is denied access to data, the responsible authority
45 shall certify in writing that the request has been denied and cite the specific statutory
46 section, temporary classification, or specific provision of federal law upon which the denial
47 was based.

48
49 c. The requested data does exist and provide arrangements for inspection of the data,
50 identify when the data will be available for pick-up, or indicate that the data will be sent by

mail. If the requestor does not appear at the time and place established for inspection of the data or the data is not picked up within ten (10) business days after the requestor is notified, the school district will conclude that the data is no longer wanted and will consider the request closed.

2. The school district's response time may be affected by the size and complexity of the particular request, including necessary redactions of the data, and also by the number of requests made within a particular period of time.

3. The school district will provide an explanation of technical terminology, abbreviations, or acronyms contained in the responsive data on request.

4. The school district is not required by the MGDPA to create or collect new data in response to a data request, or to provide responsive data in a specific form or arrangement if the school district does not keep the data in that form or arrangement.

5. The school district is not required to respond to questions that are not about a particular data request or requests for data in general.

V. REQUEST FOR SUMMARY DATA

A. A request for the preparation of summary data shall be made in writing directed to the responsible authority.

1. A request for the preparation of summary data must include the following information:

a. Date the request is made;

b. A clear description of the data requested;

c. Identify the form in which the data is to be provided (e.g., inspection, copying, both inspection and copying, etc.); and

d. Method to contact requestor (phone number, address, or email address).

B. The responsible authority will respond within ten (10) business days of the receipt of a request to prepare summary data and inform the requestor of the following:

1. The estimated costs of preparing the summary data, if any; and

2. The summary data requested; or

3. A written statement describing a time schedule for preparing the requested summary data, including reasons for any time delays; or

4. A written statement describing the reasons why the responsible authority has determined that the requestor's access would compromise the private or confidential data.

C. The school district may require the requestor to pre-pay all or a portion of the cost of creating the summary data before the school district begins to prepare the summary data.

VI. COSTS

A. Public Data

1 1. The school district may charge for copies provided as follows:

2
3 a. 100 or fewer pages of black and white, letter or legal sized paper copies may be charged
4 at 25 cents for a one-sided copy or 50 cents for a two-sided copy.

5
6 b. More than 100 pages or copies on other materials will be charged based upon the actual
7 cost of searching for and retrieving the data and making the copies or electronically
8 sending the data, unless the cost is specifically set by statute or rule.

9
10 (1) The actual cost of making copies includes employee time, the cost of the materials onto
11 which the data is copied (paper, CD, DVD, etc.), and mailing costs (if any).

12
13 (2) Also, if the school district does not have the capacity to make the copies, e.g.,
14 photographs, the actual cost paid by the school district to an outside vendor will be
15 charged.

16
17 2. All charges must be paid for in cash in advance of receiving the copies.

18
19 **B. Summary Data**

20
21 1. Any costs incurred in the preparation of summary data shall be paid by the requestor
22 prior to preparing or supplying the summary data.

23
24 2. The school district may assess costs associated with the preparation of summary data
25 as follows:

26
27 a. The cost of materials, including paper, the cost of the labor required to prepare the
28 copies, any schedule of standard copying charges established by the school district, any
29 special costs necessary to produce such copies from a machine-based recordkeeping
30 system, including computers and microfilm systems; b. The school district may consider
31 the reasonable value of the summary data prepared and, where appropriate, reduce the
32 costs assessed to the requestor.

33
34
35
36 Data Practices Compliance Official: Craig Holje, Chief Human Resources and
37 Administrative Officer, District Office, 7001 Harriet Ave S, 612-798-6031, Fax: 612-798-
38 6057, craig.holje@rpsmn.org

39
40
41 **Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

42
43 **Cross Reference:**

44
45 **RATIFIED BY THE BOARD OF EDUCATION:**

NEW BUSINESS – FOR ACTION

Agenda Item V.F.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 9, 2020

Subject: Workers' Compensation Renewal

(Recommended by the Superintendent)

The administration has worked with Todd Awes from Dolliff Insurance, the District Insurance Consultant, to renew our workers' compensation insurance for 2020-2021 with SFM Insurance. The 2020-2021 insurance premium renewal represents a 3.88% decrease in premium rate (1.9% projected overall reduction with payroll changes) from 2019-2020, for a total projected premium of \$412,416. This is an expected decrease of \$8,136 from 2019-2020.

Attachments

Workers' Compensation Proposal

A Workers Compensation Insurance Report

Prepared For:

Richfield Public Schools, ISD #280
7001 Harriet Avenue South
Richfield, MN 55423

Presented To:

Craig Holje
Chief Human Resources and Administrative Officer

Prepared By:

Todd A. Awes
Executive Vice President

Policy Period:

September 1, 2020 – September 1, 2021



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DOLLIFF TEAM

Todd Awes, Executive Vice President

DD# (952)593-7445

E-Mail: tawes@dolliff.com

Debbie Thurner, Account Executive

DD# (952)593-7417

E-Mail: dthurner@dolliff.com



RENEWAL COST COMPARISON

	2019/20	2020/21	% Change
Workers Compensation			
School: Professional Employees Payroll	\$ 36,443,449	\$ 38,006,729	4.29%
Rate	\$.55	\$.59	7.27%
School: All Other Employees Payroll	\$ 2,451,838	\$ 2,516,968	2.66%
Rate	\$ 5.19	\$ 5.42	4.43%
Bus Drivers Payroll	\$ 653,919	\$ 696,264	6.48%
Rate	\$ 5.49	\$ 5.68	3.46%
Garage Mechanics Payroll	\$ 56,742	\$ 57,877	2.00%
Rate	\$ 4.16	\$ 4.24	1.92%
Delivery Drivers & Helpers Payroll	\$ 50,876	\$ 51,894	2.00%
Rate	\$ 7.34	\$ 7.53	2.59%
Schedule Credit	14%	12%	-2.33%
Experience Mod	1.40	1.22	-14.69%
Total Payroll	\$ 39,656,824	\$ 41,329,732	8.58%
TOTAL	\$ 420,552	\$ 412,416	-1.93%

Loss History with SFM:

Policy Term	Premium	Losses	Loss Ratio	# of Open Claims
9-1-2019/20	\$420,552	\$228,210	54.26%	9
9-1-2018/19	\$383,844	\$103,744	27.03%	1
TOTAL	\$804,396	\$331,954	41.27%	10



EXHIBIT 1**WORKERS COMPENSATION -20/21 QUOTE**

Coverage A: Statutory Benefits

Coverage B: \$500,000 Each Accident – Bodily Injury by Disease
 \$500,000 Policy Limit – Bodily Injury by Disease
 \$500,000 Each Employee – Bodily Injury by Disease

States Included: Minnesota

<u>Description</u>	<u>Class Code</u>	<u>Payroll</u>	<u>Rate</u>	<u>Premium</u>
School: Professional Employees	8868	\$ 38,006,729	\$.59	\$ 224,240
School: All Other Employees	9101	2,516,968	5.42	136,420
Bus Drivers	7382	696,264	5.68	39,548
Garage Mechanics	8385	57,877	4.24	2,454
Delivery Drivers & Helpers	7380	51,894	7.53	3,908
		<u>\$ 41,329,732</u>		
Standard Premium				\$ 406,570
Increased Limits Charge				+ 3,253
Experience Modification Adjustment (1.22)				+ 90,161
Scheduled Credit (12%)				- 59,998
Terrorism				+ 4,133
Premium Discount				- 47,063
Expense Constant				+ 205
Minnesota Special Compensation Fund Assessment				+ 15,155
Total Estimated Premium				\$ 412,416

Subject to Audit



EXHIBIT 2**WORKERS COMPENSATION – 20/21 PAYROLL USING EXPIRING RATES AND EXPIRING MOD**

Coverage A: Statutory Benefits

Coverage B: \$500,000 Each Accident – Bodily Injury by Disease
 \$500,000 Policy Limit – Bodily Injury by Disease
 \$500,000 Each Employee – Bodily Injury by Disease

States Included: Minnesota

Description	Class Code	Payroll	Rate	Premium
School: Professional Employees	8868	\$ 38,006,729	\$.55	\$ 209,037
School: All Other Employees	9101	2,516,968	5.19	130,631
Bus Drivers	7382	696,264	5.49	38,225
Garage Mechanics	8385	57,877	4.16	2,408
Delivery Drivers & Helpers	7380	51,894	7.34	3,909
		<u>\$ 41,329,732</u>		
Standard Premium				\$ 384,109
Increased Limits Charge				+ 3,073
Experience Modification Adjustment (1.40)				+ 154,873
Scheduled Credit (14%)				- 75,888
Terrorism				+ 4,133
Premium Discount				- 46,765
Expense Constant				+ 205
Minnesota Special Compensation Fund Assessment				+ 4,685
Total Estimated Premium				\$ 428,426

Subject to Audit

LEGAL & PRIVACY NOTICES

DISCLAIMER

THIS DOCUMENT IS AN OUTLINE OF INSURANCE COVERAGES ONLY. REFERENCE MUST BE MADE TO THE INSURANCE POLICIES WHICH CONTAIN THE FULL TERMS AND CONDITIONS OF COVERAGE.

NOTHING CONTAINED WITHIN THIS SUMMARY AMENDS OR ALTERS THE INSURANCE POLICIES IN ANY WAY.

SURPLUS LINES ACT

One or more of your insurance policies may be issued pursuant to the Minnesota Surplus Lines Insurance Act. Under this Act the insurance company is an Eligible Surplus Lines Insurer but is not otherwise licensed by the State of Minnesota. In case of Insolvency, payment of claims is not guaranteed.

PRIVACY STATEMENT

Dolliff Inc. is firmly committed to protecting your privacy and the confidentiality of any personal information about our customers that we might possess or acquire. We understand your privacy and security concerns regarding the information we collect, use and disclose to third parties for the purpose of allowing us to provide and offer our products and services to you.

We have developed internal standards, policies and procedures for the protection of customer information, and we strive to maintain the accuracy of customer information and will promptly respond to any questions or concerns customers may have about the accuracy of their personal information. In addition, we adhere to high ethical standards as to the confidentiality of customer's information, and we will only use personal information in compliance with applicable laws and regulations.

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NEW BUSINESS - FOR ACTION

Agenda Item VI.G.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 9, 2020

Subject: Donations

(Recommended by the Superintendent)

That the Board of Education accept the following donations with gratitude.

RPS General Fund received a regular donation of \$25.00 through GiveMN from Michelle Burnside of Richfield.

RPS General Fund received a regular donation of \$10.00 through GiveMN on from Lisa Ferrara of Freehold, NJ.