

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, October 19, 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. Public Comment
 - B. Superintendent Update
 - 1. Welcome Student Board Representatives
 - 2. Richfield High School
 - 3. Athletics & Activities
- IV. CONSENT AGENDA
 - A. Routine Matters
 - 1. Minutes of the regular meeting held October 5, 2020
 - 2. General Disbursements as of 10/13/20 in the amount of \$486,544.36
 - B. Personnel Items
- V. NEW BUSINESS
 - A. Policy 601 – Academic Standards and Instructional Curriculum
 - B. Policy 201 – Legal Status of the School Board
 - C. Policy 106 – Students and Employees with Communicable and Infectious Diseases
 - D. Policy 548 – COVID-19 Face Covering
 - E. Centennial Elementary – Change Order #15
 - F. Richfield STEM School - Change Order #26
 - G. Sheridan Hills Elementary – Change Orders #14 & #15

October 19, 2020 School Board Meeting Agenda

H. Richfield Middle School – Change Orders #7 & #8

I. Richfield High School – Change Orders #36-#38

J. Richfield Middle School Abatement Change Order #2

K. Donations

VI. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Future Meeting Dates

11-2-2020 7:00 p.m. Regular Board Meeting

11-16-2020 7:00 p.m. Regular Board Meeting - Public Comment

D. Suggested/Future Agenda Items

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

VIII. REOPEN MEETING

IX. ADJOURN REGULAR MEETING

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

Agenda Item III.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: Superintendent Update

(Administrators from Richfield Senior High School present this informational update)

Attached:

RHS Presentation

Athletics & Activities Presentation

Enriching and accelerating learning

R

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Richfield High School Board Update October 19, 2020

At RHS we believe in providing a rigorous and equitable education reflecting the strengths and experiences of our community. We believe students learn best when they feel safe and affirmed in who they are. Therefore, we commit to dismantling policies and processes that benefit whiteness and other systems of privilege.

Enriqueciendo y acelerando el aprendizaje

By the end of this presentation RPS School Board members and the community will understand

- The role of distance and in-person AIRPods in supporting students' academic and social emotional learning needs, while fostering community.
- Counseling redesign and establishment of the grade level support model.

Agenda



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- AIRPod Purpose and Mission
- From our students
- AIRPod Road Map
- AIRPod Structure
- Where are we going next?
- Counseling Redesign Update
- Grade Level Team Model

AIRPod Purpose and Mission



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The RHS AIRPod (advisory) promotes meaningful relationships between staff and students while providing academic support to students.

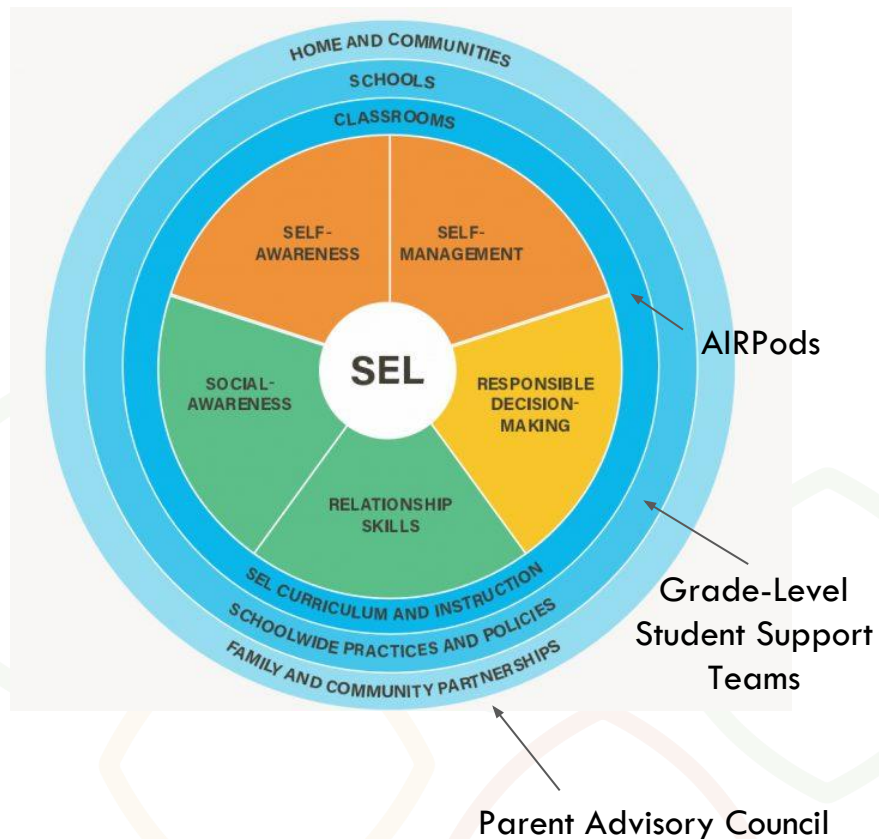
- Through weekly meetings with their advisor, students will experience a more personalized learning environment with a structure and set of practices for monitoring and encouraging academic and social/emotional progress and college and career readiness throughout high school.
- Each student, along with their counselor and advisor, develops an individualized plan to map out their educational path and set academic and personal goals.
- Throughout the school year, Advisory lessons will rotate through an Academic Lesson, Social/Emotional Learning (SEL) Lesson, and College & Career Readiness (CCR) Lessons.

Continuous Improvement



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- Reduce office disciplinary referrals and suspensions for all students by standardizing universal support for socio-emotional learning.
- Gaps among student groups persist. Black and Latinx students are referred for intervention and behavior support at a rate disproportionate to their White peers.
- Evidence based practices defined by the Minnesota Department of Education to improve school climate, attendance and graduation rates at high schools include the practice of standardizing universal support for socio-emotional learning.
- The core components of RHS Advisory Model (AIRPod) include specific adult actions to implement a school wide model for socio-emotional learning.



From our Students



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Roadmap



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1. Parent Voice
2. Safety
3. SEL/CCR/Community
4. Student Choice/Experience
5. Unique opportunities that span across student groups



DL and Hybrid Lesson Alignment



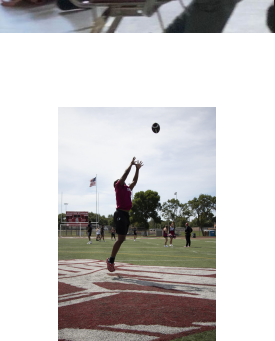
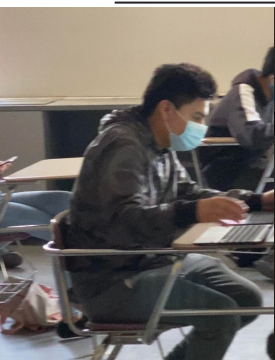
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1. Launch of school year with distance and hybrid AIRPods models.
2. Team of educators writing lessons to align to mission of AIRPods
 - a. SEL Question of the Day
 - i. Think of a time when you had to hold true to your core values, even though they may not have been shared by others in the situation.
How did that feel? What did you do?
 - b. Community Building
 - c. Academic Advising
 - d. CCR
3. Standardization of in-person and distance advisory experiences

Additional Learning Opportunities



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Counseling Redesign Update



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- **Collaborative meeting for team structure with the addition of a counselor**
- **Research on advantages of model that was in place (alpha) and opportunity to move to a grade-level model with looping. The team consensus was to move to a grade-level model with looping.**

Grade Level

Equity in Meeting Student Needs

- **Equitable services for all students for all grade levels**

Enhanced Student Connection

- **Often participates with students in activities outside of counseling domain, i.e. field trips; Strong family connections; Build trusting relationships with families over time; Increased information about family environment; Increased family connection bolsters students**

With Teachers, Admin and Student Support

- **Know small group of teachers and curriculum well; Create own classroom presentations and present to respective caseload; Work more autonomously which creates efficiency; Administration and grade level team partners for student support services.**

Specialists

- **Specialized and focused knowledge base at grade level or for a specific program; Focus and autonomy creates efficiency**

Counseling Key Performance Indicators



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1. Increased FAFSA completion rates across race and gender

Short-Term

- Financial Aid Info Night in English & Spanish (September 28)
- Scholarship database
- Upcoming:
 - FSA ID & FAFSA workshops
 - 1:1 completion sessions
 - Completion monitoring with follow-up

Long-Term

- Expand grade-level participation in financial aid information night
- Move preliminary FAFSA steps to spring of junior year
- Encourage participation in RaiseMe (microscholarships) and other scholarship programs
- Pull financial literacy information down into earlier grades

2. Increased college application rates and exit plans across race and gender

Short-Term

- Inform students of expectation that all students have a post-secondary plan
- Establish monitoring system/process
- Create checkpoints for assessing progress

Long-Term

- Scaffolded lessons around self-, career-, and college-exploration
- Career and college exposure activities

Counseling Key Performance Indicators



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3. Increased high school graduation rates across race and gender

Short-Term

- Counselor caseload reassignment
 - Focus on relationship-building
 - Early intervention for credit recovery
- Streamline student transition from RHS to RCEP

Long-Term

- Increased student ownership of academic planning, monitoring progress toward graduation
- Determine best practices for prevention of credit loss, recovery of credits

4. Integration of advisory model

Short-Term

- Create CCR lessons for delivery in AIRPods
- Increased use of technology to deliver information

Long-Term

- Comprehensive scope and sequence that allows for building-wide implementation

5. Development of a cohesive 6-13+ school counseling model

6. Full embedding of an evidenced-based practice program

7. Alignment and restructuring of program to reflect American School Counseling Association (ASCA) National Model

- Ongoing collaboration with RMS counselors
- Coordination with CCR staff
- Book study of ASCA National Model



Grade Level Team Student Support Team

9th Grade	10th Grade	11th Grade	12th Grade
Morgan Kelley	Jessica Okey	Sara Linde	Danielle Jastrow
María Graver	Carrie Vala	María Graver	Carrie Vala
Warren Matthews	Brandon Torrey	Warren Matthews	Brandon Torrey

Student PRIDE Award



STUDENT SPOTLIGHT:

Adam Nordquist

Nominated by:

Morgan Steele

From Morgan Steele:

Adam has been really helpful in working through tech questions and helping me find the best options for doing some activities in class. He's helpful, reaches out to his peers and has a positive attitude.

In addition to being helpful, Adam's communication with teachers since the start of COVID-19 has been full of kindness and support. I can always count on him for honest feedback and a laugh when things get stressful.



Student Spotlight

Fametta Zubah

NOMINATED BY

Ms. Okey
Ms. Johnson
Ms. Conley
Ms. Ross
Mr. Caruso

Here is what they had to say

- "Being so enthusiastic and kind and welcoming to everyone and always willing to be a helper."
- "Best fan ever!! She gets our student sections pumped up and excited."
- "Volunteered to come hand out chromebooks, organized senior sunrise breakfast for the 1st day of school, raised money for Senior shirts and drove to each seniors' house to ensure each student received a free t-shirt."
- "This week organized a Senior "watch the sunrise" just to get other students back into the swing of things"



STUDENT SPOTLIGHT:

Carmen Vazquez Galicia

Nominated by:

Melissa Findlay-Lampkin

From Melissa Findlay-Lampkin

Carmen is exceptional—she is always ready for class with a smile and a positive attitude. Her work is held to a high academic standard. She'll always have a friendly statement and kind words for others. I would love to have her in every class!



STUDENT SPOTLIGHT:

Kenbrick Rosas Villanueva

Nominated by:

Dr. Schiffler

From Dr. Schiffler:

Kenbrick has ALL of his assignments in and has As and Bs in all of his classes. When I asked what he would like to do as a "reward," he responded with wanting to be in my room, so he could get this week's work finished. Not only that but when he sees me doing something, he always asks how he can help. Today during study time, I watched him go and help his friends with their work when asked which shows that his friends look to him as a leader.



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Questions & Comments

A decorative background pattern of overlapping diamond shapes in various colors (light blue, light green, light orange, light yellow) arranged in a honeycomb-like structure.



Richfield Public School Athletics & Activities Fall Review

October 19, 2020

Fall Minnesota State High School League (MSHSL) Participation

Sport	2020 Participants	2019 Participants
Cross Country	44	42
Football	54	74
Soccer-Boys	67	72
Soccer-Girls	40	45
Swimming-Girls	26	30
Tennis-Girls	24	22
Volleyball	34	44
Totals	289	329

Fall RMS Intramural Participation

Activity	Participants 2020
Flag Football	36
Kickball	16
Run Club	9
Soccer	19
Totals	80

Fall Activities Participation

Activity	2020 Participants	2019 Participants
Fall Play	13	13
National Honor Society	72	57
Totals	85	69

Fall Safety Plans Procedures

- Activities Office supplied head coaches with an outline following Minnesota Department of Education (MDE), Minnesota Department of Health (MDH), MSHSL, and Centers for Disease Control (CDC) guidelines along with MSHSL Sport/Activity specific guidelines
 - [RPS Athletics and Activities COVID-19 Guidelines](#)
 - [MSHSL Volleyball Competitive Season Guidance and Information](#)
- Each Fall Team and Activity has a COVID Safety Plan
- Activities Director met with head coaches and advisors regarding safety plans
- Each team assigned a “COVID coach” to ensure safety protocols and plans were followed (i.e. health questionnaire, attendance, disinfecting equipment, etc.)
- Tri-Metro Athletic Directors (AD's) put together COVID-19 sport protocols that addressed the following:
 - Scheduling
 - Fan Attendance
 - Competition Protocols

Looking ahead...Winter Season

- MSHSL has approved the start to all winter sports (Alpine Ski, Boys and Girls Basketball, Competitive Dance, Gymnastics, Hockey, Nordic Ski, Boys Swim & Dive, Wrestling)
- [MSHSL 2020-2021 Projected Calendar](#) (Winter and Spring)
- Number of contest reduced by 30% (same as the fall) - will allow spring sports to start and end early June
- MSHSL has approved spectators at indoor events - limited to two per participating athlete
- Tri-Metro AD's working on standard protocols

Season Highlights

- Boys Cross Country -2nd in Conference
- Girls Cross Country-3rd in Conference
- Boys Soccer went 8-0 to win the Tri-Metro Conference Champions - Ranked #5 in the state (highest ranking since 1975)
- Girls Tennis won the “Track’s Trophy” by beating The Academy of Holy Angels in a dual match
- Volleyball won their first match on 10/12/20 against Fridley





Questions & Comments

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	V2100707	09/04/2020	P-CARD BRUNNER PATTI	R	2,982.13
01	V2100708	09/04/2020	P-CARD CARUSO MATTHEW	R	134.97
01	V2100709	09/04/2020	P-CARD FLUCAS STEVEN	R	93.80
01	V2100710	09/04/2020	P-CARD GEURINK AREND	R	305.50
01	V2100711	09/04/2020	P-CARD GULLICKSON KEVIN	R	84.78
01	V2100712	09/04/2020	P-CARD KRETSINGER DAN	R	9,772.24
01	V2100713	09/04/2020	P-CARD LANZENDORFER TERRI	R	2,815.72
01	V2100714	09/04/2020	P-CARD MACE CHRISTI JO	R	1,436.79
01	V2100715	09/04/2020	P-CARD MANNING MICHAEL	R	152.62
01	V2100716	09/04/2020	P-CARD MARYN ANGELA	R	626.00
01	V2100717	09/04/2020	P-CARD MCGINN DAN	R	674.86
01	V2100718	09/04/2020	P-CARD MCNAUGHTON COMMERS CAROLE	R	1,330.00
01	V2100719	09/04/2020	P-CARD POMERLEAU DORIS	R	410.29
01	V2100720	09/04/2020	P-CARD SHAHSAVAND MARTA	R	660.51
01	V2100721	09/04/2020	P-CARD STACHEL NANCY	R	195.00
01	V2100722	09/04/2020	P-CARD VALLEY JENNIFER	R	675.39
01	V2100723	09/04/2020	P-CARD WINTER AMY	R	498.98
01	298771	09/16/2020	AUGSBURG COLLEGE	R	1,000.00
01	298772	09/16/2020	BRADLEY UNIVERSITY	R	1,000.00
01	298773	09/16/2020	EMPIRE BEAUTY SCHOOL	R	1,000.00
01	298774	09/16/2020	HAMLIN UNIVERSITY	R	5,500.00
01	298775	09/16/2020	SAINT PAUL COLLEGE	R	1,000.00
01	298776	09/16/2020	U OF MN TWIN CITIES	R	7,500.00
01	298777	09/16/2020	UNIVERSITY OF DENVER	R	2,000.00
01	298778	09/16/2020	UNIVERSITY OF KANSAS	R	1,000.00
01	298779	09/16/2020	UNIVERSITY OF MINNESOTA	R	1,500.00
01	298780	09/16/2020	UNIVERSITY OF SAN DIEGO	R	1,600.00
01	298781	09/16/2020	AMPLIFIED IT LLC	R	2,200.00
01	298782	09/16/2020	ASFOUR MOHAMED	R	69.00
01	298783	09/16/2020	BARNES & NOBLE BOOK	R	141.41
01	298784	09/16/2020	BARR DANIELLE	R	20.00
01	298785	09/16/2020	BLUETARP FINANCIAL	R	119.92
01	298786	09/16/2020	BOSE THOMAS N	R	75.00
01	298787	09/16/2020	BRAINPOP LLC	R	10,620.00
01	298788	09/16/2020	BRIGGS HEATHER	R	20.00
01	298789	09/16/2020	BRIGHT MORNING CONSULTING INC.	R	3,000.00
01	298790	09/16/2020	BSN SPORTS, LLC	R	1,047.90
01	298791	09/16/2020	BURKSTRAND MICHAEL	R	20.00
01	298792	09/16/2020	CARQUEST AUTO PARTS	R	270.28
01	298793	09/16/2020	CINTAS CORPORATION NO 2	R	70.19
01	298794	09/16/2020	CITY OF RICHFIELD	R	6,785.59
01	298795	09/16/2020	COLBERT SANDRA	R	35.00
01	298796	09/16/2020	COLLINS NICOLE	R	20.00
01	298797	09/16/2020	COMCAST BUSINESS	R	529.74
01	298798	09/16/2020	DICKS LAKEVILLE SANITATION INC	R	5,603.13
01	298799	09/16/2020	DINGLEY LAIMA	R	40.00
01	298800	09/16/2020	DZIERZAK LOUIS	R	20.00
01	298801	09/16/2020	EASTERWOOD JOHN L	R	69.00
01	298802	09/16/2020	PRECISION ARTS, INC	R	1,293.60

01	298803	09/16/2020	GAERTNER FRANK	R	75.00
01	298804	09/16/2020	GARCIA ERIKA	R	40.00
01	298805	09/16/2020	GOVENAT DIANE	R	35.00
01	298806	09/16/2020	GRAHAM THOMAS	R	150.00
01	298807	09/16/2020	WW GRAINGER INC	R	1,321.85
01	298808	09/16/2020	HALL MELISSA	R	60.00
01	298809	09/16/2020	HEGARD LISA	R	20.00
01	298810	09/16/2020	HILLYARD	R	910.95
01	298811	09/16/2020	HUMISTON LAURIE	R	40.00
01	298812	09/16/2020	INNOVATIVE OFFICE SOLUTIONS LLC	R	120.00
01	298813	09/16/2020	KEE-BOWLING BONNIE	R	75.00
01	298814	09/16/2020	KLEIST DOUGLAS	R	54.00
01	298815	09/16/2020	LAIRD PLASTICS INC	R	4,019.40
01	298816	09/16/2020	LANG JOSEPH C	R	20.00
01	298817	09/16/2020	LARSON KEITH	R	150.00
01	298818	09/16/2020	LOPEZ ALAN B	R	54.00
01	298819	09/16/2020	LSC CONSTRUCTION SERVICES, INC.	R	9,500.00
01	298820	09/16/2020	METRO TRANSIT	R	910.00
01	298821	09/16/2020	METROPOLITAN MECHANICAL CONTRACTORS	R	721.20
01	298822	09/16/2020	MOBILE RADIO ENGINE	R	837.40
01	298823	09/16/2020	MOHER CHARLES D	R	102.00
01	298824	09/16/2020	MOOK MAUREEN	R	150.00
01	298825	09/16/2020	MOST SARAH	R	69.00
01	298826	09/16/2020	NATIONAL ASSOC OF SECONDARY SCHOOL	R	385.00
01	298827	09/16/2020	NAVIANCE	R	5,612.98
01	298828	09/16/2020	OPTIMIST CLUB OF RICHFIELD	R	50.00
01	298829	09/16/2020	PITNEY BOWES GLOBAL FINANCIAL SVC	R	1,104.42
01	298830	09/16/2020	PREMIUM WATERS INC	R	26.00
01	298831	09/16/2020	RAMIREZ JASMIN	R	60.00
01	298832	09/16/2020	RORMAN JANE	R	20.00
01	298833	09/16/2020	SCHOLASTIC INC	R	163.59
01	298834	09/16/2020	SCHOOLPAY	R	902.68
01	298835	09/16/2020	SCREENCASTIFY, LLC	R	8,750.00
01	298836	09/16/2020	SPED FORMS INC	R	10,949.75
01	298837	09/16/2020	ST PAUL LINOLEUM & CARPET	R	23,177.00
01	298838	09/16/2020	STARTING LINE FLOOR COATINGS, INC.	R	650.00
01	298839	09/16/2020	TOENSING KARI	R	20.00
01	298840	09/16/2020	TOENSING PETER	R	70.00
01	298841	09/16/2020	TWIN CITY TRANSPORTATION	R	151.30
01	298842	09/16/2020	UNITED HEALTHCARE	R	159.60
01	298843	09/16/2020	UNITED HEALTHCARE INSURANCE CO	R	479.54
01	298844	09/16/2020	VU HIEP	R	102.00
01	298845	09/16/2020	WALZ CHRISTINE M	R	40.00
01	298846	09/16/2020	WATER SAFETY PRODUCTS, INC.	R	1,887.71
01	298847	09/16/2020	WILSON HOPE	R	20.00
01	298848	09/16/2020	WILSON JOHN P	R	35.00
01	298849	09/16/2020	XCEL ENERGY	R	2,570.82
01	V610270	09/17/2020	GAIL E AMUNDSON	R	79.99
01	V610271	09/17/2020	JENNIFER K VALLEY	R	428.00
01	298850	09/24/2020	BLUE CROSS BLUE SHIELD OF MINNESOTA	R	2,200.50

01	298851	09/24/2020	BIG FROG CUSTOM T-SHIRTS & MORE	R	5,358.55
01	298852	09/24/2020	BLUE CROSS BLUE SHIELD OF MINNESOTA	R	7,840.00
01	298853	09/24/2020	BRINK'S INCORPORATED	R	1,270.11
01	298854	09/24/2020	BSN SPORTS, LLC	R	1,244.16
01	298855	09/24/2020	BUSINESS ESSENTIALS	R	530.80
01	298856	09/24/2020	CATALYST BUYING GROUP LLC	R	189.99
01	298857	09/24/2020	CDW GOVERNMENT INC	R	7,800.00
01	298858	09/24/2020	CEP ART & DESIGN	R	1,579.50
01	298859	09/24/2020	CHESS & STRATEGY GAME ASSOCIATION	R	216.00
01	298860	09/24/2020	CITY OF RICHFIELD	R	9,052.16
01	298861	09/24/2020	COMMERCIAL KITCHEN	R	395.00
01	298862	09/24/2020	LOVING GUIDANCE LLC	R	39.00
01	298863	09/24/2020	CULLIGAN SOFT WATER	R	9.50
01	298864	09/24/2020	DICK BLICK COMPANY	R	30.55
01	298865	09/24/2020	DIGI INTERNATIONAL, INC.	R	330.00
01	298866	09/24/2020	DIGITAL INSURANCE LLC	R	3,537.00
01	298867	09/24/2020	EASYPERMIT POSTAGE	R	6,967.72
01	298868	09/24/2020	ECM PUBLISHERS INC	R	127.10
01	298869	09/24/2020	EDUCATORS BENEFIT CONSULTANTS LLC	R	711.37
01	298870	09/24/2020	FASTENAL INDUSTRIAL	R	92.50
01	298871	09/24/2020	GROUP MEDICAREBLUE RX	R	6,510.00
01	298872	09/24/2020	H BROOKS AND COMPANY LLC	R	1,224.83
01	298873	09/24/2020	HEALTHJOY LLC	R	11,394.50
01	298874	09/24/2020	HILDI INC.	R	15,100.00
01	298875	09/24/2020	HILLYARD	R	1,284.41
01	298876	09/24/2020	HOGAN ASSESSMENT SYSTEMS INC	R	400.00
01	298877	09/24/2020	HONDA FINANCIAL SERVICES	R	256.00
01	298878	09/24/2020	HUBERT COMPANY, LLC	R	832.71
01	298879	09/24/2020	IDEAL ENERGIES LLC	R	992.09
01	298880	09/24/2020	IIX INSURANCE INFORMATION EXCHANGE	R	70.20
01	298881	09/24/2020	INNOVATIVE OFFICE SOLUTIONS LLC	R	145.06
01	298882	09/24/2020	INSTITUTE FOR ENVIROMENTAL	R	29,144.33
01	298883	09/24/2020	JOBSINMINNEAPOLIS.COM	R	3,300.00
01	298884	09/24/2020	KAJEET, INC.	R	15,382.05
01	298885	09/24/2020	KINECT ENERGY INC	R	1,892.56
01	298886	09/24/2020	KREMER SERVICES LLC	R	7,653.47
01	298887	09/24/2020	LAM, XUNG	R	45.00
01	298888	09/24/2020	LERN	R	992.00
01	298889	09/24/2020	LOFFLER	R	1,225.09
01	298890	09/24/2020	LOFFLER COMPANIES	R	2,063.80
01	298891	09/24/2020	LSC CONSTRUCTION SERVICES, INC.	R	1,700.00
01	298892	09/24/2020	MADISON NATIONAL LIFE INS CO INC	R	15,359.77
01	298893	09/24/2020	MATH LEARNING CENTER	R	3,903.36
01	298894	09/24/2020	MINNESOTA MEMORY, INC.	R	4,648.50
01	298895	09/24/2020	MPLS PUBLIC SCHOOL SPECIAL DIST 1	R	55.20
01	298896	09/24/2020	NEW LIFE ENTERPRISE	R	225.00
01	298897	09/24/2020	OCCUPATIONAL MEDICINE CONSULTANTS	R	104.25
01	298898	09/24/2020	ON SITE SANITATION	R	1,332.47
01	298899	09/24/2020	PAN O GOLD BAKING CO	R	156.40
01	298900	09/24/2020	PAPCO, INC.	R	106.88

01	298901	09/24/2020	PLAGGE, RONETTE	R	33.40
01	298902	09/24/2020	PROQUEST LLC	R	3,174.80
01	298903	09/24/2020	PRO-TEAM FOODSERVICE ADVISORS	R	1,450.00
01	298904	09/24/2020	RYAN JEANNIE M	R	622.51
01	298905	09/24/2020	SMS ADMINISTRATIVE SERVICES	R	7,125.00
01	298906	09/24/2020	SCHOOL SERVICE EMPLOYEES UNION	R	5,721.32
01	298907	09/24/2020	SCHOOL SPECIALTY INC	R	621.25
01	298908	09/24/2020	SCHUMACHER ELEVATOR COMPANY	R	2,184.36
01	298909	09/24/2020	SHERWIN WILLIAMS CO	R	193.08
01	298910	09/24/2020	TOLL COMPANY	R	44.77
01	298911	09/24/2020	TRIO SUPPLY COMPANY	R	2,819.75
01	298912	09/24/2020	TWIN CITY FILTER SERVICE INC	R	2,213.60
01	298913	09/24/2020	UNITED STATES TREASURER	R	430.00
01	298915	09/24/2020	UPPER LAKES FOODS	R	52,937.38
01	298916	09/24/2020	WORLD FUEL SERVICES, INC.	R	1,619.20
01	298917	09/24/2020	XCEL ENERGY	R	835.63
01	298918	09/24/2020	ZAHL PETROLEUM MAINTENANCE CO	R	55,000.00
01	298919	09/24/2020	ZEP SALES & SERVICE	R	4,275.75
01	V6102272	09/24/2020	MAIA M MACK	R	256.08
01	V6102273	09/24/2020	MARTA I SHAHSAVAND	R	415.00
01	298920	09/25/2020	ALL FURNITURE INC	R	70,981.46
01	298921	09/25/2020	ALL STATE COMMUNICATIONS INC	R	23,138.72
01	298922	09/25/2020	AQUA ENGINEERING INC	R	6,012.70
01	298923	09/25/2020	BLOOMINGTON ELECTRIC COMPANY	R	18,000.00
01	298924	09/25/2020	BRAUN INTERTEC CORP	R	11,088.00
01	298925	09/25/2020	CORVAL CONSTRUCTION	R	2,529,186.11
01	298926	09/25/2020	EBERT CONSTRUCTION	R	1,479,889.68
01	298927	09/25/2020	ICS CONSULTING, INC.	R	76,571.98
01	298928	09/25/2020	INNOVATIVE BUILDING CONCEPTS, LLC	R	5,720.00
01	298929	09/25/2020	INNOVATIVE OFFICE SOLUTIONS LLC	R	510,512.16
01	298930	09/25/2020	INSTITUTE FOR ENVIROMENTAL	R	84,452.71
01	298931	09/25/2020	INTEREUM, INC	R	292,002.09
01	298932	09/25/2020	JUNK MASTERS LLC	R	1,250.00
01	298933	09/25/2020	LS BLACK CONSTRUCTORS, INC.	R	2,006,410.66
01	298934	09/25/2020	SCHUMACHER ELEVATOR COMPANY	R	2,317.50
01	298935	09/25/2020	SHAW-LUNDQUIST ASSOCIATES, INC.	R	2,395,746.52
01	298936	09/25/2020	WOLD ARCHITECTS AND ENGINEERS	R	54,494.54
01	298937	09/25/2020	ZAYO GROUP HOLDINGS	R	11,821.35

TOTAL P-CARDS, CHECKS & E-PAYS					10,053,940.02
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CHECK, E-PAY & P-CARD RUNS FOR 10/05/2020 BOARD REPORTS

BANK 05	DATE	AMOUNT
P-CARDS AUGUST	9/4/2020	22,849.58
CHECKS	9/16/2020	108,891.95
Scholarships	9/16/2020	23,100.00
	9/24/2020	2,200.50
	9/24/2020	316,122.74
	9/25/2020	9,579,596.18
E-PAY	9/17/2020	507.99
	9/24/2020	671.08
Construction Checks		

CHECK REGISTER BANK 05 TOTAL =	10,053,940.02
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BREAKDOWN
01-206-00
02-206-00
03-206-00
04-206-00
06-206-00
07-206-00
08-206-00
20-206-00
21-206-00
47-206-00
50-206-00

351,749.17

61,344.85

11,956.35

12,746.09

9,579,596.18

-

23,100.00

12,881.46

565.92

-

-

BANK TOTAL =	10,053,940.02
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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, October 5, 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, October 5, 2020, in the boardroom 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 7:01 pm with the following school board members in attendance: Pollis, Smisek, Maleck, and Cole. Toensing was not able to attend.

Student board representatives Luz Luna Apodaca and Naomi Ferguson were present virtually. Administrators present were Superintendent Unowsky, Asst. Superintendent Daniels (virtually), and Chief HR & Admin Officer Holje (virtually).

II. REVIEW AND APPROVAL OF THE AGENDA

Motion by Maleck, seconded by Cole, and unanimously carried, the Board of Education approved the amended agenda with the removal of the closed session at the end.

III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

- A. Superintendent Update
 - 1. October Update
 - 2. Strategic Planning
- B. Commendations

IV. CONSENT AGENDA

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

- A. Routine Matters
 - 1. Minutes of the regular meeting held September 21, 2020
 - 2. General Disbursements as of 9/25/20 in the amount of \$10,053,940.02
 - 3. Investment Holdings
- B. Personnel Items

Certified Full Time Positions for Employment – 1st Year Probation
Kaia Perry – Elementary – Sheridan Hills

Certified Full Time Request for Leave of Absence

Leah Wheeler – Special Education Autism Teacher – Richfield Middle School

Classified Management Team for Employment

Janice Jorenby – Human Resources Coordinator - District

Classified FullTime 9 Month Position for Employment - Paraprofessional

Keila Gonzalez - 40 hrs/wk - Clerical Para - Sheridan Hills

Kameron Poncius - 40 hrs/wk - Clerical Para - RSTEM

Classified Part Time Position for Employment - Paraprofessional

Leondo Jackson - 35 hrs/wk - Special Ed Para - Centennial

Eric Mayo - approximately 23.75 hrs/wk - Managerial Para - DW & RSTEM

Justin Qualls - approximately 5.25 hrs/wk - Managerial Para - Districtwide

Classified Part Time Resignation - Facilities and Transportation

Bruce Baird - 23.75 hrs/wk - Bus Driver - Garage

Classified Part Time Resignations - Food and Nutrition Services

Yuri Morales-Lopez - 35 hrs/wk - Kitchen Assistant - Centennial

Classified Part Time Resignations - Paraprofessional

Justin Qualls - approximately 5.25 hrs/wk - Managerial Para - Districtwide

Nancy Diercks - 13.75 hrs/wk - Managerial Para - RSTEM

V. OLD BUSINESS

- A. Policy 403 – Disability Nondiscrimination

Motion by Maleck, seconded by Smisek, and unanimously carried, the Board of Education approved Policy 403.

- B. Policy 602 – School District System Accountability - third read
- C. Policy 716 – Public Data Requests

Motion by Cole, seconded by Maleck, and unanimously carried, the Board of Education approved Policy 716.

VI. NEW BUSINESS

- A. Policy 115 - Equity - first read
- B. Designation of an Identified Official with Authority (IOwA) for Education Identity Access Management (EDIAM)

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

- C. Donations

Motion by Maleck, seconded by Cole, 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
 - 10-19-2020 7:00 p.m. Regular Board Meeting - Public Comment
 - 11-2-2020 7:00 p.m. Regular Board Meeting
- D. Suggested/Future Agenda Items

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

~~IX. REOPEN MEETING~~

X. ADJOURN REGULAR MEETING

Chair Brakke adjourned the meeting at 7:42 pm.

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	298938	09/30/2020	MINNESOTA STATE U, MANKATO	R	1,000.00
01	298939	09/30/2020	U OF MN TWIN CITIES	R	3,000.00
01	298940	09/30/2020	EBERT CONSTRUCTION	R	3,582.81
01	298941	09/30/2020	XCEL ENERGY	R	3,275.48
01	298946	09/30/2020	AMAZON.COM SYNCB/AMAZON	R	31,403.66
01	V610274	10/01/2020	MATTHEW L BROWN	R	15.98
01	V610275	10/01/2020	MIRIAM A CASTRO SANJUAN	R	40.00
01	V610276	10/01/2020	PHIL N CEDER	R	40.00
01	V610277	10/01/2020	MARY L CLARKSON	R	70.00
01	V610278	10/01/2020	TIA B CLASEN	R	70.00
01	V610279	10/01/2020	JOHNNY R COOK	R	70.00
01	V610280	10/01/2020	LATANYA R DANIELS	R	70.00
01	V610281	10/01/2020	GEORGE A DENNIS	R	35.00
01	V610282	10/01/2020	JARED ELLERSON	R	70.00
01	V610283	10/01/2020	RYAN D FINKE	R	70.00
01	V610284	10/01/2020	PETER J FITZPATRICK	R	40.00
01	V610285	10/01/2020	STEVEN T FLUCAS	R	70.00
01	V610286	10/01/2020	MICHAEL L FRANKENBERG	R	70.00
01	V610287	10/01/2020	RACHEL GENS	R	70.00
01	V610288	10/01/2020	JAMES A GILLIGAN	R	70.00
01	V610289	10/01/2020	CHRISTINA M GONZALEZ	R	70.00
01	V610290	10/01/2020	KYLE L GUSTAFSON	R	40.00
01	V610291	10/01/2020	KEVIN D HARRIS	R	40.00
01	V610292	10/01/2020	JAMES L HILL	R	40.00
01	V610293	10/01/2020	CARLONDREA D HINES	R	70.00
01	V610294	10/01/2020	JESSICA M HOFFMAN	R	40.00
01	V610295	10/01/2020	CRAIG D HOLJE	R	70.00
01	V610296	10/01/2020	CORY J KLINGE	R	70.00
01	V610297	10/01/2020	DANIEL E KRETSINGER	R	70.00
01	V610298	10/01/2020	ANOOP KUMAR	R	40.00
01	V610299	10/01/2020	COLLEEN M MAHONEY	R	70.00
01	V610300	10/01/2020	MICHAEL A MANNING	R	70.00
01	V610301	10/01/2020	DANIEL P MCGINN	R	40.00
01	V610302	10/01/2020	DOUG R MCMEEKIN	R	70.00
01	V610303	10/01/2020	CAROLE R MCNAUGHTON-COMMERS	R	70.00
01	V610304	10/01/2020	KENT D MEYER	R	70.00
01	V610305	10/01/2020	ALECIA M MOBLEY	R	70.00
01	V610306	10/01/2020	LISA M NEGUS	R	70.00
01	V610307	10/01/2020	ERIN H NEILON	R	40.00
01	V610308	10/01/2020	ROBERT G OLSON	R	40.00
01	V610309	10/01/2020	MARK S PEDERSEN	R	40.00
01	V610310	10/01/2020	DENNIS E PETERSON	R	35.00
01	V610311	10/01/2020	RENEE C REED-KARSTENS	R	40.00
01	V610312	10/01/2020	KEITH D RIEF	R	40.00
01	V610313	10/01/2020	TERESA L ROSEN	R	122.97
01	V610314	10/01/2020	MAUREEN E RUHLAND	R	40.00
01	V610315	10/01/2020	MARTA I SHAHSAVAND	R	70.00
01	V610316	10/01/2020	NANCY J STACHEL	R	70.00
01	V610317	10/01/2020	MORGAN L STEELE	R	47.88

01	V610318	10/01/2020	PATRICK M SURE	R	40.00
01	V610319	10/01/2020	STACY THEIEN-COLLINS	R	70.00
01	V610320	10/01/2020	VLADIMIR S TOLEDO	R	40.00
01	V610321	10/01/2020	IAN D TOLENTINO	R	40.00
01	V610322	10/01/2020	STEVEN P UNOWSKY	R	270.00
01	V610323	10/01/2020	STEPHEN C URBANSKI	R	40.00
01	V610324	10/01/2020	CARRIE A VALA	R	70.00
01	V610325	10/01/2020	JENNIFER K VALLEY	R	70.00
01	V610326	10/01/2020	RYAN WAGNER	R	40.00
01	V610327	10/01/2020	REBECCA S WALD	R	40.00
01	V610328	10/01/2020	KASYA L WILLHITE	R	70.00
01	V610329	10/01/2020	AMY J WINTER AHSENMACHER	R	70.00
01	298947	10/02/2020	AQUA LOGIC INC	R	10,925.36
01	298948	10/02/2020	ASSURED SECURITY	R	495.00
01	298949	10/02/2020	BEN FRANKLIN ELECTRIC INC	R	767.00
01	298950	10/02/2020	BRINK'S INCORPORATED	R	1,212.70
01	298951	10/02/2020	BSI MECHANICAL, INC.	R	1,183.00
01	298952	10/02/2020	BSN SPORTS, LLC	R	429.94
01	298953	10/02/2020	CANON USA	R	4,038.49
01	298954	10/02/2020	CAPITAL ONE COMMERCIAL	R	117.04
01	298955	10/02/2020	CAPTIVATE MEDIA & CONSULTING	R	1,240.00
01	298956	10/02/2020	CARLSON NELSON	R	200.00
01	298957	10/02/2020	CDW GOVERNMENT INC	R	13,148.00
01	298958	10/02/2020	CEL PUBLIC RELATIONS, INC.	R	3,438.00
01	298959	10/02/2020	CITY OF RICHFIELD	R	244.93
01	298960	10/02/2020	COMCAST	R	269.91
01	298961	10/02/2020	DARK KNIGHT SOLUTIONS, LLC	R	350.00
01	298962	10/02/2020	ECOLAB INC	R	304.20
01	298963	10/02/2020	ELSMORE SPORTS INC.	R	313.00
01	298964	10/02/2020	ENVIROMATIC CORP OR AMERICA, INC	R	462.97
01	298965	10/02/2020	FASTENAL INDUSTRIAL	R	126.60
01	298966	10/02/2020	FLOYD LOCK AND SAFE	R	14.60
01	298967	10/02/2020	FURTHER	R	5,566.50
01	298968	10/02/2020	HAWKINS INC	R	2,955.90
01	298969	10/02/2020	HEINEMANN	R	21,760.00
01	298970	10/02/2020	HILLYARD	R	7,143.87
01	298971	10/02/2020	HOGLUND BUS CO INC	R	863.16
01	298972	10/02/2020	HOPE CHURCH	R	14,338.47
01	298973	10/02/2020	HOTSY MINNESOTA.COM	R	211.25
01	298974	10/02/2020	HR SIMPLIFIED INC.	R	1,527.00
01	298975	10/02/2020	INDEPENDENT SCHOOL MGMT, INC. (ISM)	R	4,130.00
01	298976	10/02/2020	INDOFF INC	R	112.35
01	298977	10/02/2020	INNOVATIVE OFFICE SOLUTIONS LLC	R	3,441.23
01	298978	10/02/2020	JAYTECH, INC	R	78.40
01	298979	10/02/2020	KREMER SERVICES LLC	R	2,350.14
01	298980	10/02/2020	LEROY'S GREAT BEAR	R	159.96
01	298981	10/02/2020	LOFFLER COMPANIES	R	149.00
01	298982	10/02/2020	LOMAX CARLA	R	180.00
01	298983	10/02/2020	MALLOY MONTAGUE KARNOWSKI & RADO	R	12,500.00
01	298984	10/02/2020	MATRIX COMMUNICATIONS INC	R	28,215.00

01	298985	10/02/2020	MENARDS - RICHFIELD	R	182.40
01	298986	10/02/2020	METRO ECSU	R	250.00
01	298987	10/02/2020	MINNESOTA HISTORICAL SOCIETY	R	3,975.00
01	298988	10/02/2020	MN DEPT OF LABOR AND INDUSTRY	R	100.00
01	298989	10/02/2020	NUTKASE ACCESSORIES USA LLC	R	16,000.00
01	298990	10/02/2020	NYSTROM PUBLISHING	R	12,371.15
01	298991	10/02/2020	PERFORMANCE EXCELLENCE NETWORK	R	300.00
01	298992	10/02/2020	POWERSCHOOL GROUP LLC	R	1,500.00
01	298993	10/02/2020	SAAFE, LLC	R	2,589.00
01	298994	10/02/2020	SAVVAS LEARNING COMPANY LLC	R	8,244.92
01	298995	10/02/2020	SITEONE LANDSCAPE SUPPLY LLC	R	67.32
01	298996	10/02/2020	ST LOUIS PARK PUBLIC SCHL ISD 283	R	31.81
01	298997	10/02/2020	PARK ADAM TRANSPORTATION	R	11,748.96
01	298998	10/02/2020	ST-PAUL RAMSEY COUNTY PUBLIC HEALTH	R	20.00
01	298999	10/02/2020	SUBURBAN TIRE WHOLESALE	R	807.00
01	299000	10/02/2020	TRI METRO CONFERENCE	R	6,000.00
01	299001	10/02/2020	TROENDLE, COLENE	R	50.00
01	299002	10/02/2020	TWIN CITY FILTER SERVICE INC	R	666.64
01	299003	10/02/2020	TWIN CITY HARDWARE	R	598.29
01	299004	10/02/2020	TYLER TECHNOLOGIES, INC.	R	9,200.00
01	299005	10/02/2020	VALLEY RICH CO INC	R	25,600.00
01	299006	10/02/2020	VIG SOLUTIONS INC	R	4,860.00
01	299007	10/02/2020	VSP VISION SERVICE PLAN	R	3,087.37
01	299008	10/02/2020	WEATHERPROOFING TECHNOLOGIES, INC.	R	58,347.37
01	299009	10/02/2020	WHEELCO	R	122.98
01	299010	10/02/2020	XCEL ENERGY	R	59,376.39
01	299011	10/06/2020	BORCHERS WILLIAM S	R	304.00
01	299012	10/06/2020	BRIGGS PAUL	R	20.00
01	299013	10/06/2020	CAREY SEELEY DIZERZAK	R	20.00
01	299014	10/06/2020	COLBERT BOBBY	R	35.00
01	299015	10/06/2020	COLLINS NICOLE	R	20.00
01	299016	10/06/2020	DINGLEY LAIMA	R	20.00
01	299017	10/06/2020	FLANERY-OLSON, JODI	R	40.00
01	299018	10/06/2020	FORSTER DAVIS	R	54.00
01	299019	10/06/2020	GRAHAM THOMAS	R	50.00
01	299020	10/06/2020	H BROOKS AND COMPANY LLC	R	1,291.76
01	299021	10/06/2020	HEGARD SHAWN	R	20.00
01	299022	10/06/2020	HRYPA WILLIAM V	R	69.00
01	299023	10/06/2020	HUMISTON LAURIE	R	35.00
01	299024	10/06/2020	JAMES E MARSHALL JR	R	75.00
01	299025	10/06/2020	JONES JEFFREY A	R	54.00
01	299026	10/06/2020	LANG JOSEPH C	R	20.00
01	299027	10/06/2020	LARSON KEITH	R	50.00
01	299028	10/06/2020	MOHER CHARLES D	R	102.00
01	299029	10/06/2020	MOOK MAUREEN	R	50.00
01	299030	10/06/2020	PAN O GOLD BAKING CO	R	222.50
01	299031	10/06/2020	POMEROY STEVEN R	R	125.00
01	299032	10/06/2020	TRIO SUPPLY COMPANY	R	2,664.90
01	299033	10/06/2020	UPPER LAKES FOODS	R	11,335.29
01	299034	10/06/2020	WINTER CLARENCE	R	125.00

01	299035	10/08/2020	NASCO	R	49.60
01	299036	10/08/2020	BRAMBILLA'S LEASE SYSTEMS, INC	R	2,161.00
01	299037	10/08/2020	CARQUEST AUTO PARTS	R	136.76
01	299038	10/08/2020	CITY OF RICHFIELD	R	6,785.59
01	299039	10/08/2020	COMCAST BUSINESS	R	244.74
01	299040	10/08/2020	DISCOUNT SCHOOL SUPPLY	R	361.92
01	299041	10/08/2020	GEORGAKOPOULOS, TESS	R	20.00
01	299042	10/08/2020	HERITAGE CRYSTAL CLEAN INC	R	358.49
01	299043	10/08/2020	HOUSE OF PRINT	R	3,479.94
01	299044	10/08/2020	JEFF R SCHAD	R	400.00
01	299045	10/08/2020	KINECT ENERGY INC	R	505.00
01	299046	10/08/2020	LEARNING A-Z	R	860.60
01	299047	10/08/2020	MASSP-MN ASSOCIATION	R	2,595.00
01	299048	10/08/2020	MCEA	R	45.00
01	299049	10/08/2020	MINNESOTA CLAY COMPANY	R	902.24
01	299050	10/08/2020	OSCAR ALVARADO HERRERA	R	100.00
01	299051	10/08/2020	PLASTIC BAGMART	R	717.00
01	299052	10/08/2020	PUGLEASA COMPANY, INC.	R	7,000.00
01	299053	10/08/2020	SHERWIN WILLIAMS CO	R	135.24
01	299054	10/08/2020	SOLARWINDS ITSM US, INC	R	4,926.10
01	299055	10/08/2020	STRATEGIC STAFFING SOLUTIONS	R	4,760.00
01	299056	10/08/2020	TAFFE SARAH ANN	R	8,165.60
01	299057	10/08/2020	VERIZON WIRELESS	R	464.03
01	V610330	10/08/2020	VERONICA BACH-DOWD	R	100.20
01	V610331	10/08/2020	LINDSEY M ERICKSON	R	19.55
01	V610332	10/08/2020	STEVEN T FLUCAS	R	19.74
01	V610333	10/08/2020	LISA A LEIKNES	R	38.66
01	V610334	10/08/2020	CASSANDRA QUAM	R	334.74
01	V610335	10/08/2020	GREGORY A VONRUDEN	R	17.63
01	V610336	10/08/2020	CORY M WISE	R	295.00
01	299058	10/09/2020	ASSURED SECURITY	R	280.00
01	299059	10/09/2020	DEBORAH LANGLOIS	R	1,066.86
01	299060	10/09/2020	LAKESHORE LEARNING MATERIALS	R	139.98
01	299061	10/09/2020	RICHFIELD PLUMBING	R	5,502.00
01	298707	10/12/2020	COMCAST	V	-514.65
01	298986	10/12/2020	METRO ECSU	V	-250.00
01	299062	10/13/2020	RICHFIELD BLOOMINGTON CREDIT UNION	R	800.00

TOTAL CHECKS & E-PAYS
486,544.36

CHECK & E-PAY RUNS FOR 10/19/2020 BOARD REPORTS

BANK 05	DATE	AMOUNT
Scholarships	9/30/2020	4,000.00
CHECKS	9/30/2020	31,403.66
	10/2/2020	371,059.57
	10/6/2020	16,802.45
	10/8/2020	45,173.85
	10/9/2020	6,988.84
	10/13/2020	800.00
VOIDED CHECKS	10/12/2020	(764.65)
E-PAY	10/1/2020	3,396.83
	10/8/2020	825.52
Construction Checks	9/30/2020	6,858.29

CHECK REGISTER BANK 05 TOTAL =	486,544.36
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BREAKDOWN

01-206-00	399,197.44
02-206-00	17,271.67
03-206-00	26,657.65
04-206-00	28,942.56
06-206-00	6,928.29
07-206-00	-
08-206-00	4,000.00
20-206-00	2,411.79
21-206-00	1,134.96
47-206-00	-
50-206-00	-

BANK TOTAL =	486,544.36
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Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: PERSONNEL ITEMS
(Recommended by Superintendent)

That the Board of Education approve the following personnel items:

Certified Full Time Resignation

Sophie Sigel – Science – Richfield High School

Classified Full Time Resignation - Administrative and Management Support Professionals

Ashley Simonson – 40 hr/wk – Administrative Assistant 12 Month – DO

Classified Part Time Position For Employment – Paraprofessional

Stacy Castaneda – 32.5 hr/wk Special Education Paraprofessional – RDLS

Leondo Jackson – 35 hr/wk – Special Education Paraprofessional – Centennial

Classified Full Time Position For Employment – Paraprofessional

George Ene – 40 hr/wk -Technology Paraprofessional – DW

Lissette, Miguel – 40 hr/wk – Instructional paraprofessional – RDLS

Kameron Poncius – 40 hr/wk – Clerical Paraprofessional – RSTEM

Marshall Santiago-Toledano – 40 hr/wk – Clerical Paraprofessional – RHS

Keila Gonzalez – 40 hr/wk – Clerical Paraprofessional – Sheridan Hills

Classified Part Time Position For Employment – Student Engagement Specialist

Sylvia Paredes Recalde - 37.5hrs/week – Student Engagement Specialist – RDLS

Shemitra Price – 37.5 hrs/week – Student Engagement Specialist – RMS

Classified Full Time for Employment - Facilities & Transportation

Adam Hanson – 40 hr/wk – Building Cleaner – RHS

Teresa Morocho – 40 hr/wk – Building Cleaner – Sheridan Hills

Afi Adjalo – 40 hr/wk – Building Cleaner – RMS

Classified Part Time Resignation - Paraprofessional

Jenny Castro – 35 hr/wk – Instructional Para – RDLS

Melynda Hun – 32.5 hr/wk Special Ed Para - Centennial

Classified Part Time Resignation – Outreach Worker

Kadra Abdi – 20 hr/wk -Outreach Worker – CEC

NEW BUSINESS – FOR REVIEW

Agenda Item V.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: Academic Standards and Instructional Curriculum

(Recommended by the Superintendent)

First read of the policy. The board is recommended to consider updating this policy based on changes in statute along with examining common practices among other school districts related to calculations of class rank and weighted grading.

Attachments:

Policy 601: Academic Standards and Instructional Curriculum – current version
MSBA Model Policy: District Curriculum and Instruction Goals

RICHFIELD PUBLIC SCHOOLS

ACADEMIC STANDARDS AND INSTRUCTIONAL CURRICULUM

I. PURPOSE

The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Graduation Standards, the federal requirements, and to establish a uniform grading approach.

II. GENERAL STATEMENT OF POLICY

The district is committed to providing a comprehensive educational experience for students that is defined by academic standards and implemented through an aligned instructional curriculum for kindergarten through grade 12. The school district will deliver the standards and curriculum at identified grade levels through classes and/or courses.

III. DEFINITIONS

- A. "Instruction" means methods of providing learning experiences to enable students to meet academic standards.
- B. "Curriculum" means district adopted written plans for providing students learning experiences that lead to knowledge and skills.
- C. "Academic standards" describe the concepts, processes and skills students will learn and the level to which they must be mastered.

IV. STUDENT PERFORMANCE GOALS

- A. Academic standards will require that all students demonstrate knowledge and skills needed to succeed in a changing global environment. These skills include:
 - 1. Reading, writing, speaking, listening and viewing in the English language.
 - 2. Mathematical and scientific concepts and processes.
 - 3. Locating, organizing, communicating and evaluating information and developing methods of inquiry.
 - 4. Creative and critical thinking, decision making and study skills.
 - 5. Work readiness and independent learning skills.
 - 6. Historical, economic, geographic and cultural understandings.
- B. Each student will have the opportunity and will be expected to develop and apply essential knowledge that enables that student to:
 - 1. Live as a responsible, productive citizen within local, state, national and global political, social, and economic systems.

2. Bring many perspectives, including historical and scientific, to contemporary issues.
3. Know and understand democratic institutions.
4. Communicate and relate effectively with Races and cultures other than the students own.
5. Practice stewardship of the land, natural resources and the environment.
6. Use a variety of tools and technology to gather and use information, enhance learning, solve problems, and increase productivity.

C. Students will have opportunities to apply creativity and self-expression through visual and verbal images, music, literature, world languages, movement and the performing arts.

D. School practices and instruction will be directed toward developing within each student self knowledge and a sense of personal responsibility for:

1. Establishing and achieving personal and career goals.
2. Adapting to change.
3. Leading a healthy and fulfilling life.
4. Civic behavior and citizenship.
5. Becoming a self-directed learner.

E. Students will be given the opportunity to acquire interpersonal skills necessary to:

1. Interact respectfully and purposefully with consideration for diversity and interdependence.
2. Address human problems through team effort.
3. Resolve conflicts with and among others.
4. Function constructively within social units.
5. Promote a Race, culture, gender and ability-sensitive society.

V. ACADEMIC STANDARDS AND INSTRUCTIONAL CURRICULUM

A. The director of teaching and learning shall be responsible for the implementation of the district's academic standards and instructional curriculum.

B. The district shall have defined academic standards and a comprehensive instructional curriculum for the following content areas:

- Science
- Reading and language arts
- Social studies
- Math
- Physical education
- Health/business education
- Science/technology/engineering
- Media literacy
- World languages

- Family and consumer sciences
- Visual and performing arts

C. Each curricular content area will have a guide that includes:

- Mission
- Grade-appropriate standards
- Curriculum materials
- Assessment
- Differentiation models
- Media

D. Each curricular content area will be reviewed and revised on a cyclical basis as per Policy 612 (Curriculum Decision Making for Continuous Improvement).

E. The academic standards and instructional curriculum shall align with those established by the Minnesota Department of Education or by local adoption as provided in statute.

F. The elementary schools shall offer the following:

- Visual and performing arts
- Integrated language arts
- Math
- Physical education
- Science/technology/engineering
- Health
- Social studies

G. The middle school shall offer the following:

- Visual and performing arts
- Integrated language arts
- Math
- Music
- Physical education
- Science/technology/engineering
- Health
- Social studies
- World language
- Technology education

H. The high school will require the following semester credits for graduation:

- 8 credits of English
- 6 credits of mathematics (This requirement includes Int Algebra, Geometry and Adv Algebra or higher)

- 6 credits of science (Biology is a mandatory requirement, Students must take either Chemistry or Physics. The third requirement can be addressed with either Chemistry or Physics or other science courses available.)
- 8 credits of social studies (This requirement includes Civics Seminar, Geography, World History, U.S. History and Economics/ Government.)
- 2 credits in the fine arts
- 2 credits of Physical Education
- 1 credit of Health
- 10 elective course credits

I. The school board shall review and affirm all academic standards and instructional curriculum revisions.

J. The district shall provide professional development opportunities to advance staff members' knowledge, skills and abilities in effectively delivering the standards and curriculum through instruction.

K Both RMS and RHS will use the following grading system to determining a grade's value:

A+	=	4.333
A	=	4.000
A-	=	3.667
B+	=	3.333
B	=	3.000
B-	=	2.667
C+	=	2.333
C	=	2.000
C-	=	1.667
D+	=	1.333
D	=	1.000
D-	=	0.667
F	=	0.000

L. RMS does not do class rank nor calculate GPA. It does assign grades. RHS calculates GPA by Multiplying the value of the grade above by the following weighting system:

AP, CIS and PSEO	=	1.2
Honors	=	1.1
All other classes	=	1.0

M. RHS assigns class rank from highest to lowest according to accumulative GPA as defined in item "L."

Legal References:

Minn. Stat 120B.02 (Educational Expectations for Minnesota Students)

1 Minn. Stat 120B.024 (Graduation Requirements)
2 Minn. Stat 120B.11 (School District Process)
3 20 U.S. c. 6301, et seq. (No Child Left Behind Act)
4

5 Cross References:

6
7 Board Policy 101 (Strategic Plan)
8 Board Policy 521 (Graduation Requirements)
9 Board Policy 612 (Curriculum Decision Making for Continuous Improvement)
10

11 ADOPTED BY THE BOARD OF EDUCATION: March 21, 2005
12 AMENDED BY THE BOARD OF EDUCATION: February 7, 2011, August 15, 2011,
13 June 17, 2014
14
15

Adopted: _____

MSBA/MASA Model Policy 601

Orig. 1995

Revised: _____

Rev. 2020

601 SCHOOL DISTRICT CURRICULUM AND INSTRUCTION GOALS

[Note: Minn. Stat. § 120B.11 requires school districts to adopt a comprehensive long-term strategic plan that addresses the review of curriculum, instruction, student achievement, and assessment. MSBA/MASA Model Policies 601, 603, and 616 address these statutory requirements. In addition, MSBA/MASA Model Policies 613-615 and 617-620 provide procedures to further implement the requirements of Minn. Stat. § 120B.11.]

I. PURPOSE

The purpose of this policy is to establish broad curriculum parameters for the school district that encompass the Minnesota Academic Standards and federal law and are aligned with creating the world's best workforce.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to establish the "world's best workforce" in which all learning in the school district should be directed and for which all school district learners should be held accountable.

III. DEFINITIONS

- A. "Academic standard" means a summary description of student learning in a required content area or elective content area.
- B. "Benchmark" means specific knowledge or skill that a student must master to complete part of an academic standard by the end of the grade level or grade band.
- C. "Curriculum" means district or school adopted programs and written plans for providing students with learning experiences that lead to expected knowledge, skills, and career and college readiness.
- D. "Instruction" means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements.
- E. "Performance measures" are measures to determine school district and school site progress in striving to create the world's best workforce and must include at least the following:

1. the size of the academic achievement gap and rigorous course taking, including college-level advanced placement, international baccalaureate, postsecondary enrollment options, including concurrent enrollment, other rigorous courses of study or industry certification courses or programs, and enrichment experiences by student subgroup;
 2. student performance on the Minnesota Comprehensive Assessments;
 3. high school graduation rates; and
 4. career and college readiness under Minn. Stat. § 120B.30, Subd. 1.
- F. “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.
- G. “Experiential learning” means learning for students that includes career exploration through a specific class or course or through work-based experiences such as job shadowing, mentoring, entrepreneurship, service learning, volunteering, internships, other cooperative work experience, youth apprenticeship, or employment.

IV. LONG-TERM STRATEGIC PLAN

- A. The school board, at a public meeting, shall adopt a comprehensive, long-term strategic plan to support and improve teaching and learning that is aligned with creating the world’s best workforce and includes the following:
1. clearly defined school district and school site goals and benchmarks for instruction and student achievement for all student categories identified in state and federal law;
- [Note: MSBA/MASA Model Policy 601, Section IV.B. and MSBA/MASA Model Policy 616 address this requirement.]***
2. a process to assess and evaluate each student’s progress toward meeting state and local academic standards, assess and identify students for participation in gifted and talented programs and accelerate their instruction, adopt procedures for early admission to kindergarten or first grade of gifted and talented learners which are sensitive to under-represented groups, and identify the strengths and weaknesses of instruction in pursuit of student and school success and curriculum affecting students’ progress and growth toward career and college readiness and leading to the world’s best workforce;

[Note: MSBA/MASA Model Policy 618 addresses this requirement.]

3. a system to periodically review and evaluate the effectiveness of all instruction and curriculum, taking into account strategies and best practices, student outcomes, principal evaluations under Minn. Stat. § 123B.147, Subd. 3, students' access to effective teachers who are members of populations under-represented among the licensed teachers in the district or school and who reflect the diversity of enrolled students under Minn. Stat. § 120B.35, Subd. 3(b)(2), and teacher evaluations under Minn. Stat. § 122A.40, Subd. 8, or 122A.41, Subd. 5;

[Note: MSBA/MASA Model Policy 616 addresses this requirement.]

4. strategies for improving instruction, curriculum, and student achievement, including the English and, where practicable, the native language development and the academic achievement of English learners;

[Note: MSBA/MASA Model Policy 616 addresses this requirement.]

5. a process to examine the equitable distribution of teachers and strategies to ensure low-income and minority children are not taught at higher rates than other children by inexperienced, ineffective, or out-of-field teachers;
6. education effectiveness practices that integrate high-quality instruction, rigorous curriculum, technology, and a collaborative professional culture that develops and supports teacher quality, performance, and effectiveness; and
7. an annual budget for continuing to implement the school district plan.

B. School district site and school site goals shall include the following:

1. All students will be required to demonstrate essential skills to effectively participate in lifelong learning.* These skills include the following:

[*Note: The criteria for acceptable performance in basic skills areas may need to be modified for students with unique learning needs. These modifications will be reflected in the Individualized Education Program (IEP) or Rehabilitation Act Section 504 Accommodation plan.]

- a. reading, writing, speaking, listening, and viewing in the English language;
- b. mathematical and scientific concepts;
- c. locating, organizing, communicating, and evaluating information and developing methods of inquiry (i.e., problem solving);

- d. creative and critical thinking, decision making, and study skills;
 - e. work readiness skills;
 - f. global and cultural understanding.
2. Each student will have the opportunity and will be expected to develop and apply essential knowledge that enables that student to:
- a. live as a responsible, productive citizen and consumer within local, state, national, and global political, social, and economic systems;
 - b. bring many perspectives, including historical, to contemporary issues;
 - c. develop an appreciation and respect for democratic institutions;
 - d. communicate and relate effectively in languages and with cultures other than the student's own;
 - e. practice stewardship of the land, natural resources, and environment;
 - f. use a variety of tools and technology to gather and use information, enhance learning, solve problems, and increase human productivity.
3. Students will have the opportunity to develop creativity and self-expression through visual and verbal images, music, literature, world languages, movement, and the performing arts.
4. School practices and instruction will be directed toward developing within each student a positive self-image and a sense of personal responsibility for:
- a. establishing and achieving personal and career goals;
 - b. adapting to change;
 - c. leading a healthy and fulfilling life, both physically and mentally;
 - d. living a life that will contribute to the well-being of society;
 - e. becoming a self-directed learner;
 - f. exercising ethical behavior.
5. Students will be given the opportunity to acquire human relations skills

necessary to:

- a. appreciate, understand, and accept human diversity and interdependence;
- b. address human problems through team effort;
- c. resolve conflicts with and among others;
- d. function constructively within a family unit;
- e. promote a multicultural, gender-fair, disability-sensitive society.

[Note: School district and site goals example courtesy of the Winona School District.]

- C. Every child is reading at or above grade level no later than the end of grade 3, including English learners, and teachers provide comprehensive, scientifically based reading instruction, including a program or collection of instructional practices that is based on valid, replicable evidence showing that, when the programs or practices are used, students can be expected to achieve, at a minimum, satisfactory reading progress. The program or collection of practices must include, at a minimum, effective, balanced instruction in all five areas of reading (phonemic awareness, phonics, fluency, vocabulary development, and reading comprehension), as well as instructional strategies for continuously assessing, evaluating, and communicating the student's reading progress and needs.
1. The school district must identify, before the end of kindergarten, grade 1, and grade 2, all students who are not reading at grade level. Students identified as not reading at grade level by the end of kindergarten, grade 1, and grade 2 must be screened for characteristics of dyslexia, unless a different reason for the reading difficulty has been identified.
 2. Students in grade 3 or higher who demonstrate a reading difficulty to a classroom teacher must be screened for characteristics of dyslexia, unless a different reason for the reading difficulty has been identified.

[Note: According to Minnesota statutes, dyslexia screening is to be conducted in a locally determined manner.]

3. Reading assessments in English and in the predominant languages of district students, where practicable, must identify and evaluate students' areas of academic need related to literacy. The school district also must monitor the progress and provide reading instruction appropriate to the specific needs of English learners. The school district must use locally adopted, developmentally appropriate, and culturally responsive

assessment and annually report summary assessment results to the Commissioner of Education by July 1.

4. The school district must annually report to the Commissioner of Education by July 1 a summary of the district's efforts to screen and identify students who demonstrate characteristics of dyslexia using screening tools such as those recommended by the Minnesota Department of Education's dyslexia specialist. With respect to students screened or identified under paragraph
 - a. the report must include:
 - i. a summary of the district's efforts to screen for dyslexia;
 - ii. the number of students screened for that reporting year; and
 - iii. the number of students demonstrating characteristics of dyslexia for that year.
5. A student identified as having a reading difficulty must be provided with alternate instruction under Minn. Stat. § 125A.56, Subd. 1.
6. At least annually, the school district must give the parent of each student who is not reading at or above grade level timely information about:
 - a. the student's reading proficiency as measured by a locally adopted assessment;
 - b. reading-related services currently being provided to the student and the student's progress; and
 - c. strategies for parents to use at home in helping their students succeed in becoming grade-level proficient in reading English and their native languages.

This provision may not be used to deny a student's right to a special education evaluation.

7. For each student who is not reading at or above grade level, the school district shall provide reading intervention to accelerate student growth and reach the goal of reading at or above grade level by the end of the current grade and school year. If a student does not read at or above grade level by the end of grade 3, the school district must continue to provide reading intervention until the student reads at grade level. Intervention methods shall encourage family engagement and, where possible, collaboration with appropriate school and community programs. Intervention methods may include, but are not limited to, requiring attendance in summer school, intensified reading instruction that may require that the student be

removed from the regular classroom for part of the school day, extended day programs, or programs that strengthen students' cultural connections.

[Note: School districts are strongly encouraged, but not required, to provide personal learning plans, as provided in Paragraph 8.]

8. The school district will provide a personal learning plan for a student who is unable to demonstrate grade-level proficiency, as measured by the statewide reading assessment in grade 3. The school district will determine the format of the personal learning plan in collaboration with the student's educators and other appropriate professionals. The school district will develop the personal learning plan in consultation with the student's parent or guardian. The personal learning plan will address knowledge gaps and skill deficiencies through strategies such as specific exercises and practices during and outside of the school day, periodic assessments, and reasonable timelines. The personal learning plan may include grade retention if it is in the student's best interest. The student's school will maintain and regularly update and modify the personal learning plan until the student reads at grade level. This paragraph does not apply to a student under an Individualized Education Program.

Legal References: Minn. Stat. § 120B.018 (Definitions)
Minn. Stat. § 120B.02 (Educational Expectations for Minnesota Students)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)
Minn. Stat. § 120B.30, Subd. 1 (Statewide Testing and Reporting System)
Minn. Stat. § 120B.35, Subd. 3 (Student Academic Achievement and Growth)
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.147, Subd. 3 (Principals)
Minn. Stat. § 125A.56, Subd. 1 (Alternate Instruction Required)
20 U.S.C. § 5801, *et seq.* (National Education Goals 2000)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

Cross References: MSBA/MASA Model Policy 104 (School District Mission Statement)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Testing Accommodations, Modifications, and Exemptions for IEPs, Section 504 Plans, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)
MSBA/MASA Model Policy 618 (Assessment of Student Achievement)

NEW BUSINESS – FOR REVIEW

Agenda Item V.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: Legal Status of the School Board

(Recommended by the Superintendent)

First read of the policy. The board is recommended to consider updating this policy to include a requirement for the board to approve certain future contracts, such as the contract agreement between Richfield Public Schools and the Richfield Police Department.

Attachments:

Policy 201: Legal Status of the School Board – current version
MSBA Model Policy: Legal Status of the School Board

RICHFIELD PUBLIC SCHOOLS

LEGAL STATUS OF THE SCHOOL BOARD

I. Purpose

The care, management and control of the schools is vested by statutory and constitutional authority in the school board. The school board shall carry out the mission of the school district with diligence, prudence, and dedication to the ideals of providing the finest public education. The purpose of this policy is to define the authority, duties and powers of the school board in carrying out its mission.

II. General Statement of Policy

- A. The school board is the governing body of the school district. As such, the school board has responsibility for the care, management, and control over public schools in the school district.
- B. Generally, elected members of the school board have binding authority only when acting as a school board legally in session, except where specific authority is provided to school board members or officers individually. Generally, the school board is not bound by an action or statement on the part of an individual school board member unless the action is specifically directed or authorized by the school board.

III. Definition

"School board" means the governing body of the school district.

IV. Powers and Duties

- A. The school board has powers and duties specified by statute. The school board's authority includes implied powers in addition to specific powers granted by the legislature.
- B. The school board exercises administrative functions. It also has certain powers of a legislative character and other powers of a quasi-judicial character.
- C. The school board shall superintend and manage the schools of the school district; adopt rules for their organization, government, and instruction; prescribe curriculum and courses of study; and make and authorize contracts.
- D. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.

1 E. The school board, among other duties, shall oversee the implementation of
2 the following in accordance with applicable law:

- 3
- 4 1. provide by levy of tax, necessary funds for the conduct of schools, the
5 payment of indebtedness, and all proper expenses of the school district;
6
- 7 2. conduct the business of the schools and pay indebtedness and proper
8 expenses;
9
- 10 3. employ and contract with necessary qualified teachers and discharge
11 the same for cause;
12
- 13 4. adopt rules for their organization, government, and instruction; prescribe
14 curriculum and courses of study;
15
- 16 5. provide services to promote the health of its pupils;
17
- 18 6. provide school buildings and erect needed buildings;
19
- 20 7. purchase, sell, and exchange school district property and equipment as
21 deemed necessary by the school board for school purposes;
22
- 23 8. provide for payment of claims against the school district, and prosecute
24 and defend actions by or against the school district, in all proper cases;
25
- 26 9. employ and discharge necessary employees and contract for other
27 services;
28
- 29 10. provide for transportation of pupils to and from school, as governed by
30 statute; and
31
- 32 11. procure insurance against liability of the school district, its officers and
33 employees.
34

35 F. The school board, at its discretion, may oversee the implementation of the
36 following:

- 37
- 38 1. provide library facilities, public evening schools, adult and continuing
39 education programs, summer school programs and intercession classes
40 of flexible school year programs;
41
- 42 2. furnish school lunches for pupils and teachers on such terms as the
43 school board determines;
44
- 45 3. enter into agreements with one or more other independent school
46 districts to provide for agreed upon educational services;
47
- 48 4. lease rooms or buildings for school purposes;
49

5. authorize the use of school facilities for community purposes that will not interfere with their use for school purposes;
6. authorize co-curricular and extracurricular activities;
7. receive, for the benefit of the school district, bequests, donations, or gifts for any proper purpose; and
8. perform other acts as the school board shall deem to be reasonably necessary or required for the governance of the schools.

Legal References: Minn. Stat. §123A.22 (Cooperative Centers)
Minn. Stat. §123B.02 (general powers)
Minn. Stat. §123B.09 (school board powers)
Minn. Stat. §123B.14 (school district officers)
Minn. Stat. §123B.23 (Liability insurance)
Minn. Stat. §123B.49 (Co-curricular and Extracurricular Activities; Insurance)
Minn. Stat. §123B.51 (Schoolhouses and Sites; Access Non-curricular Purposes)
Minn. Stat. §123B.85 (definition) Jensen v. Indep. Consol. Sch. Dist. No. 85, 160 Minn. 233, 199 N.W. 911 (1924)

Cross References: MSBA Service Manual, Chapter 3, School Board and its Powers
Board Policy 203 - Organization of the Board of Education
Board Policy 208 - Open Meetings and Closed Meetings

Adopted by the Board of Education: November 20, 1995
Reviewed by the Board of Education:
Revised by the Board of Education: August 21, 2000, August 1, 2005,
January 19, 2016

Adopted: _____

MSBA/MASA Model Policy 201

Orig. 1995

Revised: _____

Rev. 2009

201 LEGAL STATUS OF THE SCHOOL BOARD

I. PURPOSE

The care, management, and control of the schools is vested by statutory and constitutional authority in the school board. The school board shall carry out the mission of the school district with diligence, prudence, and dedication to the ideals of providing the finest public education. The purpose of this policy is to define the authority, duties, and powers of the school board in carrying out its mission.

II. GENERAL STATEMENT OF POLICY

- A. The school board is the governing body of the school district. As such, the school board has responsibility for the care, management, and control over public schools in the school district.
- B. Generally, elected members of the school board have binding authority only when acting as a school board legally in session, except where specific authority is provided to school board members or officers individually. Generally, the school board is not bound by an action or statement on the part of an individual school board member unless the action is specifically directed or authorized by the school board.

III. DEFINITION

“School board” means the governing body of the school district.

IV. ORGANIZATION AND MEMBERSHIP

- A. The membership of the school board consists of six elected directors, or seven if the school board has submitted the question to the electors and a majority have approved a seven-member school board. The term of office is four years.

[Note: This number may be different for combining or consolidating school boards that are in a transition period.]

- B. There may be other ex officio members of the school board as provided by law. The superintendent is an ex officio member.
- C. A majority of voting members constitutes a quorum. The act of the majority of a quorum is the act of the school board.

V. POWERS AND DUTIES

- A. The school board has powers and duties specified by statute. The school board's authority includes implied powers in addition to specific powers granted by the legislature.
- B. The school board exercises administrative functions. It also has certain powers of a legislative character and other powers of a quasi-judicial character.
- C. The school board shall superintend and manage the schools of the school district; adopt rules for their organization, government, and instruction; prescribe textbooks and courses of study; and make and authorize contracts.
- D. The school board shall have the general charge of the business of the school district, its facilities and property, and of the interest of the schools.
- E. The school board, among other duties, shall perform the following in accordance with applicable law:
 - 1. provide by levy of tax, necessary funds for the conduct of schools, the payment of indebtedness, and all proper expenses of the school district;
 - 2. conduct the business of the schools and pay indebtedness and proper expenses;
 - 3. employ and contract with necessary qualified teachers and discharge the same for cause;
 - 4. provide services to promote the health of its pupils;
 - 5. provide school buildings and erect needed buildings;
 - 6. purchase, sell, and exchange school district property and equipment as deemed necessary by the school board for school purposes;
 - 7. provide for payment of claims against the school district, and prosecute and defend actions by or against the school district, in all proper cases;
 - 8. employ and discharge necessary employees and contract for other services;
 - 9. provide for transportation of pupils to and from school, as governed by statute; and
 - 10. procure insurance against liability of the school district, its officers, and employees.
- F. The school board, at its discretion, may perform the following:

1. provide library facilities, public evening schools, adult and continuing education programs, summer school programs, and intersession classes of flexible school year programs;
2. furnish school lunches for pupils and teachers on such terms as the school board determines;
3. enter into agreements with one or more other independent school districts to provide for agreed upon educational services;
4. lease rooms or buildings for school purposes;
5. authorize the use of school facilities for community purposes that will not interfere with their use for school purposes;
6. authorize cocurricular and extracurricular activities;
7. receive, for the benefit of the school district, bequests, donations, or gifts for any proper purpose; and
8. perform other acts as the school board shall deem to be reasonably necessary or required for the governance of the schools.

Legal References: Minn. Stat. § 123A.22 (Cooperative Centers)
Minn. Stat. § 123B.02 (General Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.14 (School District Officers)
Minn. Stat. § 123B.23 (Liability Insurance)
Minn. Stat. § 123B.49 (Cocurricular and Extracurricular Activities; Insurance)
Minn. Stat. § 123B.51 (Schoolhouses and Sites; Access for Noncurricular Purposes)
Minn. Stat. § 123B.85 (Definition)
Jensen v. Indep. Consol. Sch. Dist. No. 85, 160 Minn. 233, 199 N.W. 911 (1924)

Cross References: MSBA/MASA Model Policy 101 (Legal Status of the School District)
MSBA/MASA Model Policy 202 (School Board Officers)
MSBA/MASA Model Policy 203 (Operation of the School Board - Governing Rules)
MSBA/MASA Model Policy 205 (Open Meetings and Closed Meetings)
MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: Students & Employees with Communicable & Infectious Diseases

(Recommended by the Superintendent)

First read of the policy. The board is recommended to consider updating this policy to make it more relevant to situations such as the current COVID-19 pandemic.

Attachments:

Policy 106: Students and Employees with Communicable & Infectious Diseases–
current version

MSBA Model Policy: Students and Employees with Sexually Transmitted Infections and
Diseases and Certain Other Communicable Diseases and Infectious Conditions

RICHFIELD PUBLIC SCHOOLS

**STUDENTS AND EMPLOYEES WITH
COMMUNICABLE AND INFECTIOUS DISEASES**

I. PURPOSE

Public concern that students and staff of the school district be able to attend the schools of the district without becoming infected with serious communicable or infectious diseases, examples include, but are not limited to, Human Immunodeficiency Virus (HIV), Acquired Immunodeficiency Syndrome (AIDS), Hepatitis B, and Tuberculosis, requires that the school board adopt measures effectively responding to health concerns while respecting the rights of all students, employees, and contractors, including those who are so infected. The purpose of this policy is to adopt such measures.

II. GENERAL STATEMENT OF POLICY

A. Students

It is the policy of the school board that students with communicable diseases not be excluded from attending school in their regular classroom so long as their health permits and their attendance does not create a significant risk of transmission of illness to students, employees or others in the school district. A procedure for minimizing interruptions to learning resulting from communicable diseases will be established by the school district in its IEP and Section 504 team process, if applicable, and in consultation with community health and private health care providers. Procedures for the inclusion of students with communicable diseases will include any applicable educational team planning processes, including the review of the educational implications for the student and others with whom the student comes into contact.

B. Employees

It is the policy of the school board that employees with communicable diseases not be excluded from attending to their customary employment so long as they are physically, mentally and emotionally able to safely perform tasks assigned to them and so long as their employment does not create a risk of the transmission of disease to students and employees or others in the school district. If a reasonable accommodation will eliminate the significant risk of transmission, such accommodation will be undertaken unless it poses an undue hardship to the school district.

C. Special Circumstances and Conditions

1.
Determinations of whether a contagious individual's school attendance or job performance creates a significant risk of the transmission of the illness to students or employees of the school district will be made on a case by case basis. Such decisions will be based upon the nature of the risk (how it is transmitted), the duration of the risk (how long the carrier is infectious), the severity of the risk (what is the potential harm to third parties), and the probabilities the disease will be transmitted and will cause varying degrees of harm. When a student is disabled, such a determination will be made in consultation with the educational planning team.
2.
The school board recognizes that some students and some employees, because of special circumstances and conditions, may pose greater risks for the transmission of infectious conditions than other persons infected with the same illness. Examples include students who display biting behavior, students or employees who are unable to control their bodily fluids, who have oozing skin lesions, or who have severe disorders which result in spontaneous external bleeding. These conditions need to be taken into account and considered in assessing the risk of transmission of the disease and the resulting effect upon the educational program of the student or employment of the employee by consulting with the Commissioner of Health, the physician of the student or employee, and the parent(s)/guardian(s) of the student.

D. Students with Special Circumstances and Conditions

The Superintendent, along with the infected individual's physician, the infected individual or parent(s)/guardian(s), and others, if appropriate, will weigh risks and benefits to the student and to others, consider the least restrictive appropriate educational placement, and arrange for periodic reevaluation as deemed necessary by the state epidemiologist. The risks to the student shall be determined by the student's physician.

E. Extracurricular Student Participation

Student participation in nonacademic, extracurricular, and non-educational programs of the school district are subject to a requirement of equal access and comparable services.

F. Precautions

The school district will develop routine procedures for infection control at school and for educating employees about these procedures. The procedures shall be developed through cooperation with health

professionals taking into consideration any guidelines of the Minnesota Department of Education and the Minnesota Department of Health. (These precautionary procedures shall be consistent with the school district's procedures regarding blood-borne pathogens developed pursuant to the school district's employee right to know policy.)

G. Information Sharing

1. Employee and student health information shall be shared within the school district only with those whose jobs require such information and with those who have a legitimate educational interest (including health and safety) in such information and shall be shared only to the extent required to accomplish legitimate educational goals and to comply with employees' right to know requirements.
2. Employee and student health data shall be shared outside the school district only in accordance with state and federal law and with the school district's policies on employee and student records and data.

H. Reporting

If a medical condition of student or staff threatens public health, it must be reported to the Commissioner of Health.

I. Prevention

The school district shall, with the assistance of the Commissioners of Health and Education, implement a program to prevent and reduce the risk of sexually transmitted diseases in accordance with Minn. Stat. § 121A.23 which includes:

1. planning materials, guidelines, and other technically accurate and updated information provided through the special services department
2. a comprehensive, developmentally appropriate, technically accurate, and updated curriculum that includes helping students to abstain from sexual activity until marriage;
3. cooperation and coordination among school districts and Service Cooperatives;
4. a targeting of adolescents
5. involvement of parents and other community members;
6. in-service training for district staff and school board members;

7. collaboration with state agencies and organizations having a sexually transmitted infection and disease prevention or sexually transmitted infection and disease risk reduction program;
8. collaboration with local community health services, agencies and organizations having a sexually transmitted infection and disease risk reduction program; and
9. participation by state and local student organizations.
10. The program must be consistent with the health and wellness curriculum.
11. The school district may accept funds for sexually transmitted infection and disease prevention programs developed and implemented under this section from public and private sources, including public health funds and foundations, department professional development funds, federal block grants, or other federal or state grants.

J. Vaccination and Screening

The school district will develop procedures regarding the administration of Hepatitis B vaccinations and Tuberculosis screenings in keeping with current state and federal law. The procedures shall provide that the Hepatitis B vaccination series be offered to all who have occupational exposure at no cost to the employee.

Legal References: 20 U.S.C. 1401 et seq. (IDEA) (Individuals with Disabilities Education Act)
29 U.S.C. 794 et seq. (504 of Rehabilitation Act of 1973)
42 U.S.C. 12101 et seq. (Americans with Disabilities Act) *Kohl by Kohl v. Woodhaven Learning Center*, 865 F.2d 930 (8th Cir.), cert. denied, 493 U.S. 892, 110 S.Ct. 239 (1989)
School Board of Nassau County, Fla. v. Arline, 480 U.S. 273, 107 S.Ct. 1123 (1987)
16 EHLR 712, OCR Staff Memo, April 5, 1990
Minn. Stat. § 121A.23 (Health-Related Programs)
Minn. Stat. § 144.441-442 (Tuberculosis)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1400 et seq. (Individuals with Disabilities Education Improvement Act of 2004)

Cross References: Board Policy 504 – Education of Homeless Children
Board Policy 581 – Protection and Privacy of Pupil Record

1 Administrative Guideline 581.1 – Access to Pupil Records by
2 School Volunteers
3 Administrative Guideline 581.2 – Release of Student Records
4 Administrative Guideline 782 – Environmental Health and
5 Safety Standards
6 MSBA/MASA Model Policy 402 (Disability Nondiscrimination)
7 MSBA/MASA Model Policy 407 (Employee Right to Know –
8 Exposure to Hazardous Substances)
9 MSBA/MASA Model Policy 521 (Student Disability
10 Nondiscrimination)
11
12
13

14 ADOPTED BY THE BOARD OF EDUCATION: May 19, 1996
15 REVIEWED BY THE BOARD OF EDUCATION: February 21, 2017
16 REVISED BY THE BOARD OF EDUCATION: December 15, 1997; March 21,
17 2005, March 6, 2017

Adopted: _____

MSBA/MASA Model Policy 420

Orig. 1995

Revised: _____

Rev. 2015

420 STUDENTS AND EMPLOYEES WITH SEXUALLY TRANSMITTED INFECTIONS AND DISEASES AND CERTAIN OTHER COMMUNICABLE DISEASES AND INFECTIOUS CONDITIONS

[Note: School districts are not required by statute to have a policy addressing these issues. However, Minn. Stat. § 121A.23 provides that school districts must have a program that incorporates the provisions contained in this policy.]

I. PURPOSE

Public concern that students and staff of the school district be able to attend the schools of the district without becoming infected with serious communicable or infectious diseases, including, but not limited to, Human Immunodeficiency Virus (HIV), Acquired Immunodeficiency Syndrome (AIDS), Hepatitis B, and Tuberculosis, requires that the school board adopt measures effectively responding to health concerns while respecting the rights of all students, employees, and contractors, including those who are so infected. The purpose of this policy is to adopt such measures.

II. GENERAL STATEMENT OF POLICY

A. Students

The policy of the school board is that students with communicable diseases not be excluded from attending school in their usual daily attendance setting so long as their health permits and their attendance does not create a significant risk of the transmission of illness to students or employees of the school district. A procedure for minimizing interruptions to learning resulting from communicable diseases will be established by the school district in its IEP and Section 504 team process, if applicable, and in consultation with community health and private health care providers. Procedures for the inclusion of students with communicable diseases will include any applicable educational team planning processes, including the review of the educational implications for the student and others with whom the student comes into contact.

B. Employees

The policy of the school board is that employees with communicable diseases not be excluded from attending to their customary employment so long as they are physically, mentally, and emotionally able to safely perform tasks assigned to them and so long as their employment does not create a significant risk of the transmission of illness to students, employees, or others in the school district. If a reasonable accommodation will eliminate the significant risk of transmission, such accommodation will be undertaken unless it poses an undue hardship to the

school district.

C. Circumstances and Conditions

1. Determinations of whether a contagious individual's school attendance or job performance creates a significant risk of the transmission of the illness to students or employees of the school district will be made on a case by case basis. Such decisions will be based upon the nature of the risk (how it is transmitted), the duration of the risk (how long the carrier is infectious), the severity of the risk (what is the potential harm to third parties), and the probabilities the disease will be transmitted and will cause varying degrees of harm. When a student is disabled, such a determination will be made in consultation with the educational planning team.
2. The school board recognizes that some students and some employees, because of special circumstances and conditions, may pose greater risks for the transmission of infectious conditions than other persons infected with the same illness. Examples include students who display biting behavior, students or employees who are unable to control their bodily fluids, who have oozing skin lesions, or who have severe disorders which result in spontaneous external bleeding. These conditions need to be taken into account and considered in assessing the risk of transmission of the disease and the resulting effect upon the educational program of the student or employment of the employee by consulting with the Commissioner of Health, the physician of the student or employee, and the parent(s)/guardian(s) of the student.

D. Students with Special Circumstances and Conditions

The school (title), along with the infected individual's physician, the infected individual or parent(s)/guardian(s), and others, if appropriate, will weigh risks and benefits to the student and to others, consider the least restrictive appropriate educational placement, and arrange for periodic reevaluation as deemed necessary by the state epidemiologist. The risks to the student shall be determined by the student's physician.

E. Extracurricular Student Participation

Student participation in nonacademic, extracurricular, and non-educational programs of the school district are subject to a requirement of equal access and comparable services.

F. Precautions

The school district will develop routine procedures for infection control at school and for educating employees about these procedures. The procedures shall be developed through cooperation with health professionals taking into consideration

any guidelines of the Minnesota Department of Education and the Minnesota Department of Health. (These precautionary procedures shall be consistent with the school district's procedures regarding blood-borne pathogens developed pursuant to the school district's employee right to know policy.)

G. Information Sharing

1. Employee and student health information shall be shared within the school district only with those whose jobs require such information and with those who have a legitimate educational interest (including health and safety) in such information and shall be shared only to the extent required to accomplish legitimate educational goals and to comply with employees' right to know requirements.
2. Employee and student health data shall be shared outside the school district only in accordance with state and federal law and with the school district's policies on employee and student records and data.

H. Reporting

If a medical condition of student or staff threatens public health, it must be reported to the Commissioner of Health.

I. Prevention

The school district shall, with the assistance of the Commissioners of Health and Education, implement a program to prevent and reduce the risk of sexually transmitted diseases in accordance with Minn. Stat. § 121A.23 which includes:

1. planning materials, guidelines, and other technically accurate and updated information;
2. a comprehensive, developmentally appropriate, technically accurate, and updated curriculum that includes helping students to abstain from sexual activity until marriage;
3. cooperation and coordination among school districts and Service Cooperatives;
4. a targeting of adolescents, especially those who may be at high risk of contracting sexually transmitted diseases and infections, for prevention efforts;
5. involvement of parents and other community members;
6. in-service training for district staff and school board members;
7. collaboration with state agencies and organizations having a sexually

transmitted infection and disease prevention or sexually transmitted infection and disease risk reduction program;

8. collaboration with local community health services, agencies and organizations having a sexually transmitted infection and disease risk reduction program; and
9. participation by state and local student organizations.
10. The program must be consistent with the health and wellness curriculum.
11. The school district may accept funds for sexually transmitted infection and disease prevention programs developed and implemented under this section from public and private sources, including public health funds and foundations, department professional development funds, federal block grants, or other federal or state grants.

J. Vaccination and Screening

The school district will develop procedures regarding the administration of Hepatitis B vaccinations and Tuberculosis screenings in keeping with current state and federal law. The procedures shall provide that the Hepatitis B vaccination series be offered to all who have occupational exposure at no cost to the employee.

Legal References: Minn. Stat. § 121A.23 (Health-Related Programs)
Minn. Stat. § 144.441-442 (Tuberculosis)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Improvement Act of 2004)
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)
42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)
29 C.F.R. 1910.1030 (Occupational Exposure to Bloodborne Pathogens)
Kohl by Kohl v. Woodhaven Learning Center, 865 F.2d 930 (8th Cir.), *cert. denied*, 493 U.S. 892, 110 S.Ct. 239 (1989)
School Board of Nassau County, Fla. v. Arline, 480 U.S. 273, 107 S.Ct. 1123 (1987)
16 EHLR 712, OCR Staff Memo, April 5, 1990

Cross References: MSBA/MASA Model Policy 402 (Disability Nondiscrimination)
MSBA/MASA Model Policy 407 (Employee Right to Know – Exposure to Hazardous Substances)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)

NEW BUSINESS – FOR ACTION

Agenda Item V.D.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: Policy 548: COVID-19 Face Covering

(Recommended by the Superintendent)

Passage upon first read of the updated policy. Update includes provision for athletes to remove face coverings during competitive game play.

Attachments:

Policy 548: COVID-19 Face Covering – redlined
Student Face Covering Guide

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.
10. Students participating in athletics competitions may temporarily remove their face coverings during competitive game play. Athletes must keep their face coverings on when they are not actively playing (on the bench) and at all other times, including practice and warm-ups.

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 extent practicable). 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, except as outlined above in section IV.C.10-

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 Guide to Face Coverings

Face Coverings: A cloth or paper mask, scarf, bandana, gaiter or religious face covering that covers the mouth and nose. Whichever you choose, please ensure that there are two layers of fabric. If you are wearing a gaiter/ bandana with only one layer, please fold it over to create two layers. Gaiters/ bandanas are not recommended.

Face Shields: 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 and only 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.
- When I am participating in athletics competitions, I may temporarily remove my face covering during competitive game play. However, I must keep my face covering on when I'm not actively playing (on the bench) and at all other times, including practice and warm-ups.

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 pigtails.
- 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.

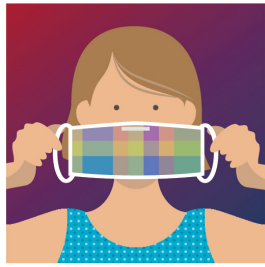
Exemption Process:

- 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.

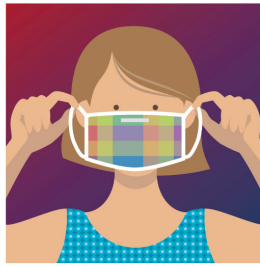
How to Safely Wear Your Mask



Step 1: Wash or sanitize your hands.



Step 2: Make sure the top of the mask is over your nose and the bottom is under your chin.



Step 3: Place the mask over your nose and mouth before you use the ear straps or tie it behind your head.



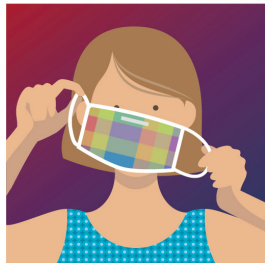
Step 4: Move the mask around so it covers nose, mouth, and chin completely.



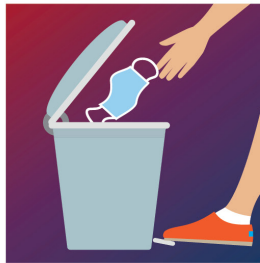
Step 5: The tops of some masks can bend. Press your fingers on the top of the mask to make them fit tight around your nose.



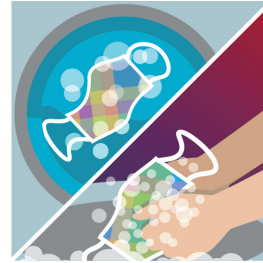
Step 6: Do not touch the mask while wearing it. Use the mask ear straps or ties if you need to make it fit better.



Step 7: Use the mask ear straps or ties to take it off. Do not touch the front.



Step 8: Throw away if mask is disposable.



Step 9: Wash your mask by machine or by hand before you use it again.



Step 10: Wash or sanitize your hands again.

mn MINNESOTA

STAY SAFE MN

Minnesota Department of Health | health.mn.gov | 651-201-5000 | Contact health.communications@state.mn.us to request an alternate format. | 07/15/2020

Exemption Form and Board Policy 548: COVID-19 Face Covering can be found on our website:
<https://www.richfieldschools.org/about/policies>

NEW BUSINESS - FOR ACTION

Agenda Item V.E.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: CENTENNIAL Facilities Project Change Order #015

(Recommended by the Superintendent)

That the Board of Education approve CENTENNIAL Facilities Project Change Order #015 for a net increase of \$7,113.47.

Background Information

- Centennial Change Order #015 – An addition of \$7,113.47 for miscellaneous interior finishes and details, site restoration at the location of the removed fuel oil tank as well as electrical additions.

The original (Contract Sum)	\$6,759,200.00
Net Change by previously authorized Change Orders	\$202,484.67
The contract sum prior to these Change Orders	\$6,961,684.67
The contract sum will be increased by these Change Orders in the amount of	\$7,113.47
The new contract sum including all Change Orders will be	\$6,968,798.14



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

Project: S180064 - CNTNL - ISD #280, Centennial Elementary School -
2019 Renovations
7315 Bloomington Avenue South
Richfield, Minnesota 55423

Contract Change Order #015: Ebert CO 015

CONTRACT COMPANY:	Ebert Construction 23350 County Road 10 Corcoran, Minnesota 55357	CONTRACT FOR:	SC-S180064 - CNTNL-001:Ebert Construction Single Prime Contract
DATE CREATED:	10/12/2020	CREATED BY:	Raeann Wynn (ICS - Minneapolis, MN)
CONTRACT STATUS:	Approved	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION	
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	10/12/2020
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	Client Request Design Development Existing Condition Field Work Order
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
FIELD CHANGE:	No	TOTAL AMOUNT:	\$7,113.47

DESCRIPTION:

Included in this change order are costs to provide minor roofing repair of existing roof, provide addition tile work at the Media Center entrance, provide site restoration and sodding where the underground fuel storage tank was removed, minor miscellaneous electrical revisions, drywall furring and paint in the Nurse and Cots area and demo of an existing hollow metal frame and the installation of a new aluminum frame.

Also included in this change order are cost savings for removing the dimensional letter signage and a metal pipe enclosure scopes from the contractor contract.

CE #060 - RFCO - Existing Roof Patching: \$310.80
RFCO - Existing Roof Patching

CE #071 - RFCO - Additional Tile at N. Hallway Bump outs per RFI 102: \$3,167.43
RFCO - Additional Tile at N. Hallway Bump outs per RFI 102

CE #078 - RFCO - Exterior Signage Credit: (\$750.00)
RFCO - Exterior Signage Credit

CE #079 - RFCO - Added Site Restoration / Sod at UGST Removal Area: \$1,207.50
RFCO - Added Site Restoration / Sod at UGST Removal Area

CE #081 - RFCO - Metal Pipe Enclosure in Gym: (\$541.00)
RFCO - Metal Pipe Enclosure in Gym

CE #082 - RFCO - Misc. Electrical T&M (1): \$1,136.48
RFCO - Misc. Electrical T&M (1)

CE #083 - RFCO - Hard Wire Electrical Wiring at Access Control Panel: \$401.71
RFCO - Hard Wire Electrical Wiring at Access Control Panel

CE #084 - RFCO - Paint Gyp. Board Wall Furring at Nurse Wall: \$616.35
RFCO - Paint Gyp. Board Wall Furring at Nurse Wall



CE #087 - RFCO - Aluminum Frame Adjustments at Receiving Door: \$1,564.20
RFCO - Aluminum Frame Adjustments at Receiving Door

ATTACHMENTS:

[CE #087 - Aluminum Frame Adjustments at Receiving Door - Revised 10.08.2020.pdf](#) [CE #078 - Exterior Signage Credit.pdf](#) [CE #084 - Paint Gypsum Board Furring - Revised 10.08.2020.pdf](#) [CE #060 - Roof Patching.pdf](#) [CE #083 - Hardwire Access Control Cabinet.pdf](#) [CE #079 - Sod Restoration.pdf](#) [CE #081 - Metal Panel Enclosure.pdf](#) [CE #082 - Miscellaneous Electrical Addds.pdf](#) [CE #071 - RFI #102 - Additional Tile at North Hallway Bumpouts.pdf](#)

CHANGE ORDER LINE ITEMS:

The original (Contract Sum)	\$ 6,759,200.00
Net change by previously authorized Change Orders	\$ 202,484.67
The contract sum prior to this Change Order was	\$ 6,961,684.67
The contract sum will be increased by this Change Order in the amount of	\$ 7,113.47
The new contract sum including this Change Order will be	\$ 6,968,798.14
The contract time will not be changed by this Change Order by 0 days	

Ebert Construction
23350 County Road 10
Corcoran Minnesota 55357

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

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

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NEW BUSINESS - FOR ACTION

Agenda Item V.F.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: R-STEM Facilities Project Change Order #026

(Recommended by the Superintendent)

That the Board of Education approve R-STEM Facilities Project Change Order #026 for a net increase of \$23,558.33.

Background Information

- STEM Change Order #026 - An addition of \$23,558.33 for additional exterior trim at all of the new louvers for the unit ventilators, additional duct replacement, and code required separations in the boiler room.

The original (Contract Sum)	\$14,800,000.00
Net Change by previously authorized Change Orders	\$624,905.35
The contract sum prior to this Change Order	\$15,424,905.35
The contract sum will be increased by this Change Order in the amount of	\$23,558.33
The new contract sum including all Change Orders will be	\$15,448,463.68



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

Project: S180064 - STEM - ISD #280, Richfield STEM School
7020 12th Ave S
Richfield, Minnesota

Contract Change Order #026: Shaw-Lundquist CO 026

CONTRACT COMPANY:	Shaw-Lundquist Associates, Inc. 2757 West Service Road St. Paul, Minnesota 55121	CONTRACT FOR:	SC-S180064 - STEM-001:Shaw-Lundquist Single Prime Contract
DATE CREATED:	10/12/2020	CREATED BY:	Raeann Wynn (ICS - Minneapolis, MN)
CONTRACT STATUS:	Approved	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION	
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	10/12/2020
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
FIELD CHANGE:	No	TOTAL AMOUNT:	\$23,558.33

DESCRIPTION:

Majority of the costs are due to adding additional trim to all the new louvers. Other large costs are replacing approximately 10 feet of supply duct that was supporting existing plaster ceiling that was removed and adding a code required 2-hour separation at entrance to mechanical tunnel. Smaller costs include mechanical modifications to existing equipment, adding lights in the kitchen, and adding carpet/base to rooms that were originally going to have existing flooring to remain.

CE #165 - #258: Louvers at New Unit Ventilators: \$9,066.96

CE #174 - PR #070 - Area 'A' Duct Replacement - RFI 282: \$6,099.69

CE #177 - #249: Rooms A108 and A109 Flooring: \$1,026.80

CE #178 - PR #072R - Boiler Room Modifications – Two Hour Separation & Egress.: \$5,086.20

CE #185 - Relocate Emergency Lights in the Kitchen: \$202.35

CE #186 - Relocation of VFD for Existing AHU: \$1,568.13

CE #190 - #257: Mechanical demo plan it calls out to remove and existing CHU: \$508.20

ATTACHMENTS:

[FW_STEM Cost Review CE 165_CE 177_CE 190 Approval 10-6-20.msg](#) [FW_STEM Cost Review CE 165_CE 177_CE 190 Approval 10-6-20.msg](#) [Fwd_ISD #280_Richfield STEM School_CE #185 - Relocate Emergency Lights in the Kitchen DUE 09_22_20.msg](#) [Richfield STEM Change Event #186.msg](#) [ISD #280 - Richfield STEM School - Change Event #.msg](#) [RE_VFD Relocate .msg](#) [FW_Caution External Sender Conflict.msg](#) [PR #072R - Boiler Room Modifications – 2hr Separation & Egress \(Revised\).pdf](#) [PR #072 Pricing for Approval STEM 2020-08-27.pdf](#) [PR #070 - Area 'A' Duct Replacement - RFI 282.pdf](#)

CHANGE ORDER LINE ITEMS:



The original (Contract Sum)	\$ 14,800,000.00
Net change by previously authorized Change Orders	\$ 624,905.35
The contract sum prior to this Change Order was	\$ 15,424,905.35
The contract sum will be increased by this Change Order in the amount of	\$ 23,558.33
The new contract sum including this Change Order will be	\$ 15,448,463.68
The contract time will not be changed by this Change Order by 0 days	

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

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

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

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NEW BUSINESS - FOR ACTION

Agenda Item V.G.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: SHERIDAN HILLS Facilities Project Change Orders #014 - #015

(Recommended by the Superintendent)

That the Board of Education approve SHERIDAN HILLS Facilities Project Change Order #014 - #015 for a net increase of \$43,234.00.

Background Information

- Sheridan Change Order #014 - An addition of \$21,908.00 for added fire draft stopping, roof repairs, and ductwork painting, as well as the largest cost associated with modifications due to rerouting an existing roof drain not accurately shown on the existing drawings. Also included is a credit for the reduction in an insulation detail at the front entry.
- Sheridan Change Order #015 - An addition of \$21,326.00 for replacement of an existing main electrical breaker, added masonry demolition and infill as well as additional fire sprinkler work required on the second floor classroom wing.

The original (Contract Sum)	\$9,582,000.00
Net Change by previously authorized Change Orders	\$281,973.00
The contract sum prior to these Change Orders	\$9,863,973.00
The contract sum will be increased by these Change Orders in the amount of	\$43,234.00
The new contract sum including all Change Orders will be	\$9,907,207.00



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

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

Contract Change Order #014: Corval CO 014

CONTRACT COMPANY:	Corval Group 1633 Eustis Street St. Paul, Minnesota 55108	CONTRACT FOR:	SC-S180064 - SHRDN-001:Corval Group Single Prime Contract
DATE CREATED:	10/12/2020	CREATED BY:	Raeann Wynn (ICS - Minneapolis, MN)
CONTRACT STATUS:	Approved	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION	
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	10/12/2020
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	Design Development Existing Condition Field Work Order
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
FIELD CHANGE:	No	TOTAL AMOUNT:	\$22,155.00

DESCRIPTION:

Included in this change are costs to provide a new chase wall and new roof drain routing, install draft stop per the Fire Marshal's request, provide a painted finish on exposed ductwork in the Gymnasium, repair a leak on a portion of the existing roof. Also included in this change order is a credit for a reduced amount of insulation at the Front Entry.

CE #054 - PR 030 - Area C Ceiling and Wall Revisions due to new Roof Drain Routing: \$21,908.00
PR 030 - Area C Ceiling and Wall Revisions due to new Roof Drain Routing

CE #073 - RFCO - GCPR#25 - Draft Stop for Fire Marshal: \$543.00
RFCO - GCPR#25 - Draft Stop for Fire Marshal

CE #079 - RFCO - GCPR#32 - Paint new air duct in gym: \$344.00
RFCO - GCPR#32 - Paint new air duct in gym

CE #080 - RFCO - GCPR#33 - Reduce insulation at front entry: (\$1,860.00)
RFCO - GCPR#33 - Reduce insulation at front entry

CE #084 - RFCO - GCPR#28 - Roof Leak Repair: \$1,220.00
RFCO - GCPR#28 - Roof Leak Repair

ATTACHMENTS:

[GCPR#28 - Roof Leak Repair \(1\).pdf](#) [GCPR#33 - Reduce insulation at front entry.pdf](#) [GCPR#32 - Paint new air duct in gym.pdf](#) [GCPR#25 - Draft Stop for Fire Marshal.pdf](#) [PR#30 - Pricing for approval Rev1.pdf](#) [PR 030 - Area C Ceiling and Wall Revisions due to new Roof Drain Routing.pdf](#)

CHANGE ORDER LINE ITEMS:

The original (Contract Sum)	\$ 9,582,000.00
Net change by previously authorized Change Orders	\$ 255,507.00
The contract sum prior to this Change Order was	\$ 9,837,507.00
The contract sum will be increased by this Change Order in the amount of	\$ 22,155.00
The new contract sum including this Change Order will be	\$ 9,859,662.00
The contract time will not be changed by this Change Order by 0 days	



Corval Group
1633 Eustis Street
St. Paul Minnesota 55108

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

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

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

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

Contract Change Order #015: Corval CO 015

CONTRACT COMPANY:	Corval Group 1633 Eustis Street St. Paul, Minnesota 55108	CONTRACT FOR:	SC-S180064 - SHRDN-001:Corval Group Single Prime Contract
DATE CREATED:	10/12/2020	CREATED BY:	Raeann Wynn (ICS - Minneapolis, MN)
CONTRACT STATUS:	Approved	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION	
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	10/12/2020
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	Client Request Existing Condition Field Work Order
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
FIELD CHANGE:	No	TOTAL AMOUNT:	\$21,326.00

DESCRIPTION:

Included in this change are costs to provide an electrical receptacle for a ceiling mounted speaker, replace an existing electrical breaker switch that failed, miscellaneous minor electrical revisions, modify the existing fire sprinkler system in the Level 2 classrooms, miscellaneous acoustical ceiling revisions, additional masonry demo/infills and grout CMU core voids and roofer overtime hours to enclose the Front Entry addition.

CE #053 - RFCO - Corval GCPR #016 - Media Classroom Ceiling Receptacle: \$265.00
RFCO - Corval GCPR #016 - Media Classroom Ceiling Receptacle

CE #065 - RFCO - RFI 197 - MSB M1 Breaker: \$4,869.00
RFCO - RFI 197 - MSB M1 Breaker

CE #066 - RFCO - Misc. Electrical T&M (1): \$1,275.00
RFCO - Misc. Electrical T&M (1)

CE #075 - RFCO - GCPR#27 - Added sprinkler scope 2nd floor C: \$4,237.00
RFCO - GCPR#27 - Added sprinkler scope 2nd floor C

CE #076 - GCPR#29 - Ceiling Adds Phase 1: \$2,744.00
GCPR#29 - Ceiling Adds Phase 1

CE #077 - RFCO - GCPR#30 - RFI#200 upper C 5 classrooms: \$487.00
RFCO - GCPR#30 - RFI#200 upper C 5 classrooms

CE #078 - RFCO - GCPR#31 - Concrete & Masonry Adds: \$3,707.00
RFCO - GCPR#31 - Concrete & Masonry Adds

CE #085 - RFCO - GCPR#37 - Roofer OT: \$3,742.00
RFCO - GCPR#37 - Roofer OT

ATTACHMENTS:

[GCPR#37 - Roofer OT.PDF](#) [GCPR#31 - Concrete & Masonry Adds.pdf](#) [GCPR#30 - RFI#200 upper C 5 classrooms.pdf](#) [GCPR#29 - Ceiling Adds Phase 1.pdf](#) [GCPR#27 - Added sprinkler scope 2nd floor C.PDF](#) [GCPR#21 - AJM Cost Adds.pdf](#) [GCPR#20 - RFI#197 MSB Breaker - Pricing for Approval.pdf](#) [GCPR#16 - Pricing for Approval.pdf](#)



CHANGE ORDER LINE ITEMS:

The original (Contract Sum)	\$ 9,582,000.00
Net change by previously authorized Change Orders	\$ 277,662.00
The contract sum prior to this Change Order was	\$ 9,859,662.00
The contract sum will be increased by this Change Order in the amount of	\$ 21,326.00
The new contract sum including this Change Order will be	\$ 9,880,988.00
The contract time will not be changed by this Change Order by 0 days	

Corval Group
1633 Eustis Street
St. Paul Minnesota 55108

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

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

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NEW BUSINESS - FOR ACTION

Agenda Item V.H.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: RMS Facilities Project Change Order #007 - #008

(Recommended by the Superintendent)

That the Board of Education approve RMS Facilities Project Change Orders #007 - #008 for a net increase of \$67,447.23.

Background Information

- Middle School Change Order #007 – An addition of \$23,837.52 for electrical code requirement to encase the electrical feeder in concrete within the tunnel.
- Middle School Change Order #008 - An addition of \$43,609.71 for replacement of existing roof insulation that was found to be wet when cutting in for new roof curbs. Also included are additional mechanical diffusers, added plaster ceiling in special ed calming room and ceiling modifications due to existing conditions.

The original (Contract Sum)	\$16,701,000.00
Net Change by previously authorized Change Orders	\$45,313.71
The contract sum prior to this Change Order	\$16,746,313.71
The contract sum will be increased by this Change Order in the amount of	\$67,447.23
The new contract sum including all Change Orders will be	\$16,813,760.94



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

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

Contract Change Order #007: Shaw-Lundquist CO 007

CONTRACT COMPANY:	Shaw-Lundquist Associates, Inc. 2757 West Service Road St. Paul, Minnesota 55121	CONTRACT FOR:	SC-S180064 - RMS-001:Shaw-Lundquist Single Prime Contract
DATE CREATED:	10/12/2020	CREATED BY:	Raeann Wynn (ICS - Minneapolis, MN)
CONTRACT STATUS:	Approved	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION	
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	10/12/2020
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
FIELD CHANGE:	No	TOTAL AMOUNT:	\$23,837.52

DESCRIPTION:

Electrical code required concrete chase in tunnel for conduit.

CE #009 - PR #010 - Lower Level Feeder Encasement: \$23,837.52

ATTACHMENTS:

[RMS Cost Approval CE #009 CE #011 CE #015 CE #019 CE #020 CE #032 CE #034 CE #040.msg PR #010 - Lower Level Feeder Encasement.pdf](#)

CHANGE ORDER LINE ITEMS:

The original (Contract Sum)	\$ 16,701,000.00
Net change by previously authorized Change Orders	\$ 45,313.71
The contract sum prior to this Change Order was	\$ 16,746,313.71
The contract sum will be increased by this Change Order in the amount of	\$ 23,837.52
The new contract sum including this Change Order will be	\$ 16,770,151.23
The contract time will not be changed by this Change Order by 0 days	

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

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

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

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

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

Contract Change Order #008: Shaw-Lundquist CO 008

CONTRACT COMPANY:	Shaw-Lundquist Associates, Inc. 2757 West Service Road St. Paul, Minnesota 55121	CONTRACT FOR:	SC-S180064 - RMS-001:Shaw-Lundquist Single Prime Contract
DATE CREATED:	10/12/2020	CREATED BY:	Raeann Wynn (ICS - Minneapolis, MN)
CONTRACT STATUS:	Approved	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION	
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	10/12/2020
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
FIELD CHANGE:	No	TOTAL AMOUNT:	\$43,609.71

DESCRIPTION:

Majority of costs include removal and replacement of wet insulation at roof curbs. Other costs include adding trim around new window louvers and third level Science rooms HVAC diffuser modifications.

CE #034 - #86: Existing roof conditions: \$29,872.50

CE #036 - SI #002 - Third Floor Diffuser Layout: \$4,369.05

CE #063 - #119: Ceiling clearance issues 3rd Floor C: \$1,253.70

CE #064 - #135: Plaster Ceiling in Calming Room: \$1,067.00

CE #068 - PR #023 - Vinyl Base at Circulation Areas: \$614.46

CE #076 - #137: Louver trim: \$6,888.00

CE #084 - CE #013 - #3: Insulation at Wall Type GG2 Detail F5 Credit: (\$455.00)

ATTACHMENTS:

[RE_CO #5.msg](#) [FW_RMS Cost Review CE #063_064_#076 Approval 10-06-20.msg](#) [RMS Cost Approval CE #009](#) [CE #011](#) [CE #015](#) [CE #019](#) [CE #020](#) [CE #032](#) [CE #034](#) [CE #040.msg](#) [ISD #280 - Richfield MS CE #036 Review.msg](#) [RMS Costs Approval CE #068 PR #023 09-16-20.msg](#) [PR #023 - Vinyl Base at Circulation Areas.pdf](#) [SI #002 - Third Floor Diffuser Layout.pdf](#)

CHANGE ORDER LINE ITEMS:



The original (Contract Sum)	\$ 16,701,000.00
Net change by previously authorized Change Orders	\$ 69,151.23
The contract sum prior to this Change Order was	\$ 16,770,151.23
The contract sum will be increased by this Change Order in the amount of	\$ 43,609.71
The new contract sum including this Change Order will be	\$ 16,813,760.94
The contract time will not be changed by this Change Order by 0 days	

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

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

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

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Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: RHS Facilities Project Change Orders #036 - #038

(Recommended by the Superintendent)

That the Board of Education approve RHS Facilities Project Change Orders #036 - #038 for a net increase of \$123,781.03.

Background Information

- High School Change Order #036 - An addition of \$16,507.54 for added concealed fire sprinkler heads in low ceilings, condensate piping modifications, and repair of existing chilled water coil that was found to be leaking. A large portion of this is change is for modifications to the existing storm and sanitary manholes that were found to be non code compliant.
- High School Change Order #037 - An addition of \$48,364.83 for modifications to the lower level athletic areas (multipurpose rooms, and locker rooms). The other proposal request is to modify walls and glass to cover up existing utilities in the flex room in Area "C".
- High School Change Order #038 – An addition of \$58,908.66. The largest portion of the costs includes modifications to the commons trash countertops and modifications to an existing beam near the Media Center flex rooms. Other costs include flooring in District Office main entrance, flooring in two third floor classrooms "Area G", and tile adds at wall bases and door jambs per health inspection requirements.

The original (Contract Sum)	\$35,430,000.00
Net Change by previously authorized Change Orders	\$1,881,973.53
The contract sum prior to these Change Orders	\$37,311,973.53
The contract sum will be increased by these Change Orders in the amount of	\$123,781.03
The new contract sum including all Change Orders will be	\$37,435,754.56



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

Project: S180064 - RHS - ISD #280, Richfield High School
7001 Harriet Avenue South
Richfield, Minnesota 55423

Contract Change Order #036: L.S. Black CO 036

CONTRACT COMPANY:	L.S. Black Constructors, Inc. 1959 Sloan Place, Suite 220 St. Paul, Minnesota 55117	CONTRACT FOR:	SC-S180064 - RHS-001:L.S. Black Single Prime Contract
DATE CREATED:	10/12/2020	CREATED BY:	Raeann Wynn (ICS - Minneapolis, MN)
CONTRACT STATUS:	Approved	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION	
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	10/12/2020
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
FIELD CHANGE:	No	TOTAL AMOUNT:	\$16,507.54

DESCRIPTION:

Costs include city required liner for an existing sanitary manhole, modifying sprinkler heads in Commons space, and other various small mechanical modifications due to on site coordination.

CE #075 - PR #037 Concealed Fire Sprinkler Heads: \$6,331.70

CE #207 - PR #097 Area 'M' Mechanical Room Condensate RFI #480: \$2,130.46

CE #252 - #472: South Wing Mechanical Demo - Area G: \$1,793.03

CE #255 - #502: Existing Chilled Water Coil Area J Mech. RM.: \$1,233.75

CE #258 - #612: District Parking Lot Sanitary and Storm Repairs/Replacement: \$5,018.60

ATTACHMENTS:

[FW_ISD #280 - Richfield High School Pricing Review CE #075_#141_#207_#252_#255 Approval 10-8-20.msg](#) [Approved RHS Change Events CE#_210_CE#_222_CE#_258_CE#_264_CE#_271_CE#_274_CE#_288_CE#_289 Approval 10-8-20.msg](#) [FW_Storm sewer structure.msg](#) [PR #097 Area 'M' Mechanical Room Condensate.pdf](#) [PR #037 Concealed Fire Sprinkler Heads VOID NEW PR .pdf](#)

CHANGE ORDER LINE ITEMS:

The original (Contract Sum)	\$ 35,430,000.00
Net change by previously authorized Change Orders	\$ 1,881,973.53
The contract sum prior to this Change Order was	\$ 37,311,973.53
The contract sum will be increased by this Change Order in the amount of	\$ 16,507.54
The new contract sum including this Change Order will be	\$ 37,328,481.07
The contract time will not be changed by this Change Order by 0 days	



L.S. Black Constructors, Inc.
1959 Sloan Place, Suite 220
St. Paul Minnesota 55117

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

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

SIGNATURE

DATE

SIGNATURE

DATE

SIGNATURE

DATE



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

Project: S180064 - RHS - ISD #280, Richfield High School
7001 Harriet Avenue South
Richfield, Minnesota 55423

Contract Change Order #037: L.S. Black CO 037

CONTRACT COMPANY:	L.S. Black Constructors, Inc. 1959 Sloan Place, Suite 220 St. Paul, Minnesota 55117	CONTRACT FOR:	SC-S180064 - RHS-001:L.S. Black Single Prime Contract
DATE CREATED:	10/12/2020	CREATED BY:	Raeann Wynn (ICS - Minneapolis, MN)
CONTRACT STATUS:	Approved	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION	
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	10/12/2020
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
FIELD CHANGE:	No	TOTAL AMOUNT:	\$48,364.83

DESCRIPTION:

Includes proposal requests for modifications to the lower level athletic areas (multipurpose rooms and locker rooms). The other proposal request is to modify walls and glass to cover up existing utilities in the flex room in Area "C".

CE #141 - PR #068 Area F Lower Level Classrooms: \$12,375.85

CE #157 - PR #078 Area E Lower Level Finishes Revisions: \$28,407.09

CE #161 - PR #080 Area C - C121 Flex Area Revisions RFI #376: Area C Unmarked Electrical/Mechanical: \$7,581.89

ATTACHMENTS:

[FW_ISD #280 - Richfield High School Pricing Review CE #075_#141_#207_#252_#255 Approval 10-8-20.msg](#) [Re_Aproved RHS Change Events CE #161 Approval 10-8-20.msg](#) [CE #157 - PR #078 Area E Lower Level Finishes Revisions Pricing Complete 06-02-20.pdf](#) [PR #080 Area C - C121 Flex Area Revisions RFI 376.pdf](#) [PR #078 Area E Lower Level Finishes Revisions.pdf](#) [PR #068 Area F Lower Level Classrooms.pdf](#)

CHANGE ORDER LINE ITEMS:

The original (Contract Sum)	\$ 35,430,000.00
Net change by previously authorized Change Orders	\$ 1,898,481.07
The contract sum prior to this Change Order was	\$ 37,328,481.07
The contract sum will be increased by this Change Order in the amount of	\$ 48,364.83
The new contract sum including this Change Order will be	\$ 37,376,845.90
The contract time will not be changed by this Change Order by 0 days	



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Fax: (763) 780-2866

Project: S180064 - RHS - ISD #280, Richfield High School
7001 Harriet Avenue South
Richfield, Minnesota 55423

Contract Change Order #038: L.S. Black CO 038

CONTRACT COMPANY:	L.S. Black Constructors, Inc. 1959 Sloan Place, Suite 220 St. Paul, Minnesota 55117	CONTRACT FOR:	SC-S180064 - RHS-001:L.S. Black Single Prime Contract
DATE CREATED:	10/12/2020	CREATED BY:	Raeann Wynn (ICS - Minneapolis, MN)
CONTRACT STATUS:	Approved	REVISION:	0
REQUEST RECEIVED FROM:		LOCATION	
DESIGNATED REVIEWER:		REVIEWED BY:	
DUE DATE:		REVIEW DATE:	10/12/2020
INVOICED DATE:		PAID DATE:	
REFERENCE:		CHANGE REASON:	
PAID IN FULL:	No	EXECUTED:	No
ACCOUNTING METHOD:	Amount Based	SCHEDULE IMPACT:	0 days
FIELD CHANGE:	No	TOTAL AMOUNT:	\$58,908.66

DESCRIPTION:

The majority of the costs include modifications to the commons trash countertops and modifications to an existing beam near the Media Center flex rooms. Other costs include flooring in District Office main entrance, flooring in two third floor classrooms "Area G", and tile adds at wall bases and door jambs per health inspection requirements.

CE #130 - #188: Modification to upturned beam - Area M: \$21,498.02

CE #210 - #258: Plaster soffit - Area M and N: (\$865.00)

CE #222 - #549: Boiler Room Plaster: \$1,127.92

CE #264 - #629: Room C221 Ceiling Installation: \$1,593.63

CE #271 - Additional carpet Area J: \$4,414.81

CE #274 - #498: Area F Unmarked Duct: \$699.54

CE #285 - Commons Trash Receptacle Modifications: \$20,887.60

CE #288 - #656: ACT demo and replacement - Area G: \$4,712.73

CE #289 - Additional tile per field direction: \$4,839.41

ATTACHMENTS:

[Approved RHS Change Events CE# 210 CE# 222 CE# 258 CE# 264 CE# 271 CE# 274 CE# 288 CE# 289 Approval 10-8-20.msg](#) [CE #285 - Commons Trash Receptacle Modifications Pricing Complete 09-30-20.pdf](#) [CE #130 - #188 Modification to upturned beam - Area M Pricing Complete Rev 1 09-02-20.pdf](#)



CHANGE ORDER LINE ITEMS:

The original (Contract Sum)	\$ 35,430,000.00
Net change by previously authorized Change Orders	\$ 1,946,845.90
The contract sum prior to this Change Order was	\$ 37,376,845.90
The contract sum will be increased by this Change Order in the amount of	\$ 58,908.66
The new contract sum including this Change Order will be	\$ 37,435,754.56
The contract time will not be changed by this Change Order by 0 days	

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NEW BUSINESS - FOR ACTION

Agenda Item V.J.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: RMS Abatement Change Order #002

(Recommended by the Superintendent)

That the Board of Education approve RMS Abatement Change Orders #002 for a net increase of \$31,955.00.

Background Information

- Middle School Change Order for Envirobate #002 – An addition of \$31,955.00 for additional asbestos abatement required for construction at the middle school.

The original (Contract Sum)	\$218,700.00
Net Change by previously authorized Change Orders	\$39,359.50
The contract sum prior to this Change Order	\$258,059.50
The contract sum will be increased by this Change Order in the amount of	\$31,955.00
The new contract sum including all Change Orders will be	\$290,014.50



AIA® Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> Richfield Middle School - Spring/Summer 2020 Asbestos Removal 7461 Oliver Avenue South Richfield, MN 55423	CONTRACT INFORMATION: Contract For: Asbestos Removal Date: March 05, 2020	CHANGE ORDER INFORMATION: Change Order Number: 002 Date: September 16, 2020
OWNER: <i>(Name and address)</i> Richfield ISD #280 7001 Harriet Avenue South Richfield, MN 55423	ARCHITECT: <i>(Name and address)</i> Institute for Environmental Assessment 9201 West Broadway North, Suite 600 Brooklyn Park, MN 55445- 1926	CONTRACTOR: <i>(Name and address)</i> EnviroBate, Inc. 3301 East 26th Street Minneapolis, MN 55406

THE CONTRACT IS CHANGED AS FOLLOWS:

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

Additions to Contract Sum

6/22:	Rooms 115, 117 & 119, Band Practice Rooms	\$13,561.00
to	and Band Hallway - Full enclosure carpet,	
6/26/20	floor tile & mastic removal	
	33 supervisor hr @ \$115/hr	\$3,795.00
	82 worker hr @ \$113/hr	\$9,266.00
	1 mobilization @ \$500/round trip	\$500.00
6/25	Room 205, 2nd Floor Hallway by Restroom	\$7,264.00
to	2nd Floor Custodial Closet & Pipe Chase	
6/30/20	Abate pipe insulation for plumber via glovebag	
	and wrap & cut procedures	
	16 supervisor hr @ \$115/hr	\$1,840.00
	48 worker hr @ \$113/hr	\$5,424.00
7/1	Phase 10 - Additional basement pipe	\$5,400.00
to	abatement via wrap & cut procedures	
7/10/20:	360 lin ft @ \$15/lin ft	
	36 glovebags @ \$100/glovebag	\$3,600.00
7/10/20:	Girls' Locker Room Shower Area - demolish	\$1,808.00
	plaster ceiling	
	16 worker hr @ \$113/hr	
7/10/20:	2nd & 3rd Floor Drinking Fountains - abate	\$1,356.00
	pipe insulation from behind via glovebag procedures	
	12 worker hr @ \$113/hr	
7/28/20:	Basement Locker Room & Tank Room - Removal	\$3,228.00
	of pipe insulation for pipe fitter	
	8 supervisor hr @ \$115/hr	\$920.00
	16 worker hr @ \$113/hr	\$1,808.00
	1 mobilization @ \$500/round trip	\$500.00

7/29	Room 203, 1st Floor Hallway by Elevator	\$3,648.00
to	and 2nd Floor Hallway by Room 215 - Remove	
7/30/20	pipe insulation for plumber via glovebag procedures	
	16 supervisor hr @ \$115/hr	\$1,840.00
	16 worker hr @ \$113/hr	\$1,808.00

Total Additions to Contract Sum **\$39,865.00**

Deductions from Contract Sum

Phase 11 - 2nd Floor - Steam riser abatement	<\$7,910.00>
Performed 30% of Scope of Work	
Scheduled value \$11,300.00 x 0.70	

Total Deductions from Contract Sum **<\$7,910.00>**

Total Change to Contract Sum **\$31,955.00**

The original Contract Sum was	\$ 218,700.00
The net change by previously authorized Change Orders	\$ 39,359.50
The Contract Sum prior to this Change Order was	\$ 258,059.50
The Contract Sum will be increased by this Change Order in the amount of	\$ 31,955.00
The new Contract Sum including this Change Order will be	\$ 290,014.50

The Contract Time will be unchanged by Zero (0) days.
The new date of Substantial Completion will be July 10, 2020.

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

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

Institute for Environmental Assessment

ARCHITECT (Firm name)

Michael Voss

SIGNATURE

Michael Voss, Project Manager

PRINTED NAME AND TITLE

9/17/2020

DATE

EnviroBate, Inc.

CONTRACTOR (Firm name)

SIGNATURE

Robert King, President

PRINTED NAME AND TITLE

DATE

Richfield ISD #280

OWNER (Firm name)

SIGNATURE

Craig Holje, Chief H/R & Admin Officer

PRINTED NAME AND TITLE

DATE

NEW BUSINESS - FOR ACTION

Agenda Item V.K.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 19, 2020

Subject: Donations

(Recommended by the Superintendent)

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

Richfield Dual Language School received donations totaling \$87.80 through Mightycause Charitable Foundation.