

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, May 3, 2021
7:00 p.m. School Board Meeting

- I. CALL TO ORDER
- II. REVIEW AND APPROVAL OF THE AGENDA
- III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS
 - A. Superintendent Update
 - 1. RCEP Presentation
 - 2. Construction Update
 - 3. Nutrition Services Presentation
 - B. Commendation
- IV. CONSENT AGENDA
 - A. Routine Matters
 - 1. Minutes of the regular meeting held April 19, 2021
 - 2. General Disbursements as of 4/26/21 in the amount of \$1,964,557.79
 - 3. Investment Holdings
 - 4. Bid Award Renewal – Milk Products & Bread Products
 - B. Personnel Items
- V. OLD BUSINESS
 - A. Policy 406 – Professional Learning & Administrative Guideline 406.1
 - B. Policy 651 – Interscholastic Athletics and Activity Program & Administrative Guideline 651.1 & Policy 652 – Addition and Deletion of Interscholastic Athletic Offerings
- VI. NEW BUSINESS
 - A. Policy 611 – Provision for Alternative Instruction & Administrative Guideline 611.1
 - B. Non-renewal of Probationary Teachers

May 3, 2021 School Board Meeting Agenda

C. Donations

VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Future Meeting Dates

5-17-2020	7:00 p.m.	Regular Board Meeting - Public Comment
6-14-2021	7:00 p.m.	Regular Board Meeting

D. Suggested/Future Agenda Items

VIII. ADJOURN REGULAR MEETING

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

Agenda Item III.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, May 3, 2021

Subject: Superintendent Update

Dr. Kasya Willhite and members of the RCEP staff give a presentation on enrollment and initiatives at RCEP. Andy Faulkner provides an update on construction projects. Director of Nutrition Services Michael Manning presents an update on school meals.

Attached:

RCEP Presentation

Construction Update

Nutrition Services Presentation

Enriching and accelerating learning



RPS Board Presentation

RCEP

Monday, May 3rd, 2021

Enriqueciendo y acelerando el aprendizaje

5 Year Enrollment Trend Data



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School Year	Enrollment on Oct 1
16-17	42
17-18	45
18-19	62
19-20	62
20-21	64

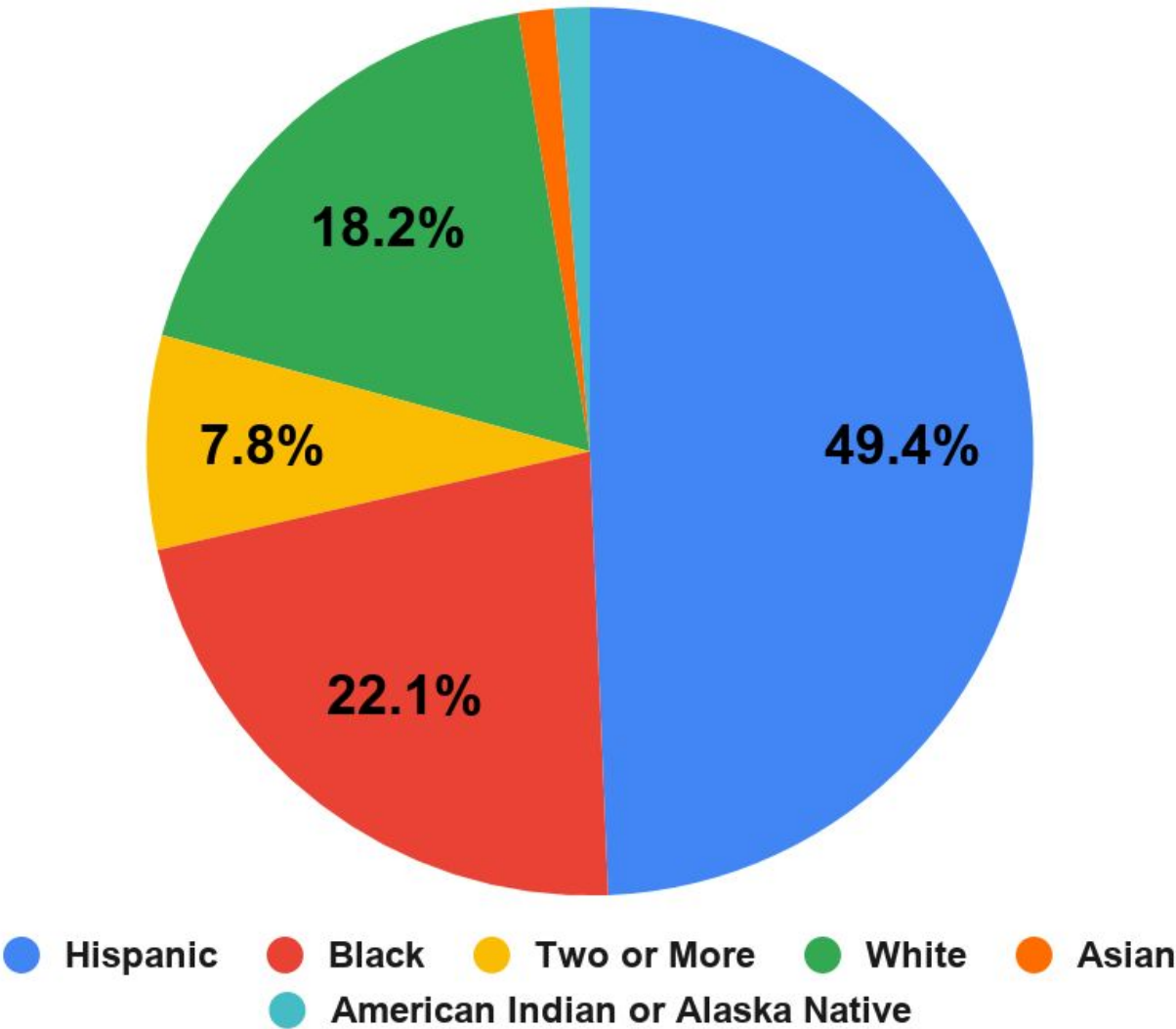
Demographics and Enrollment Data, SY20-21



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PUBLIC SCHOOLS

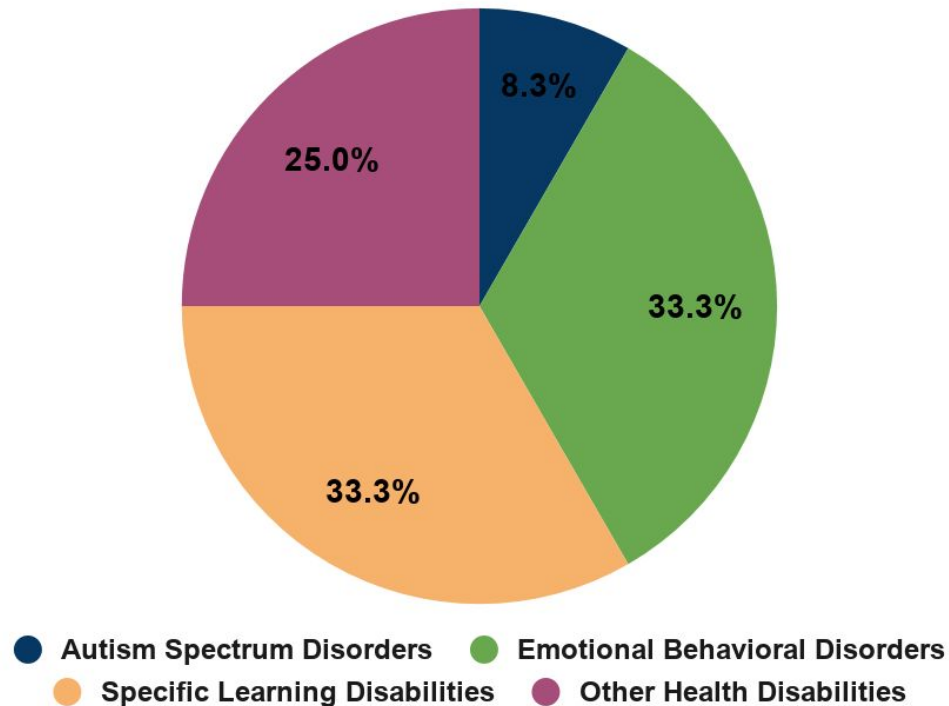
77 Students as of April 7		49 Richfield Residents 28 Open Enrollees	
4 Year Grad Track	41	Minneapolis	13
5 Year Grad Track	10	Bloomington	8
6 Year Grad Track	6	St. Paul	3
7 Year Grad Track	1	Edina	2
Juniors	10	Lakeville	1
		Brooklyn Park	1

Demographics and Enrollment Data

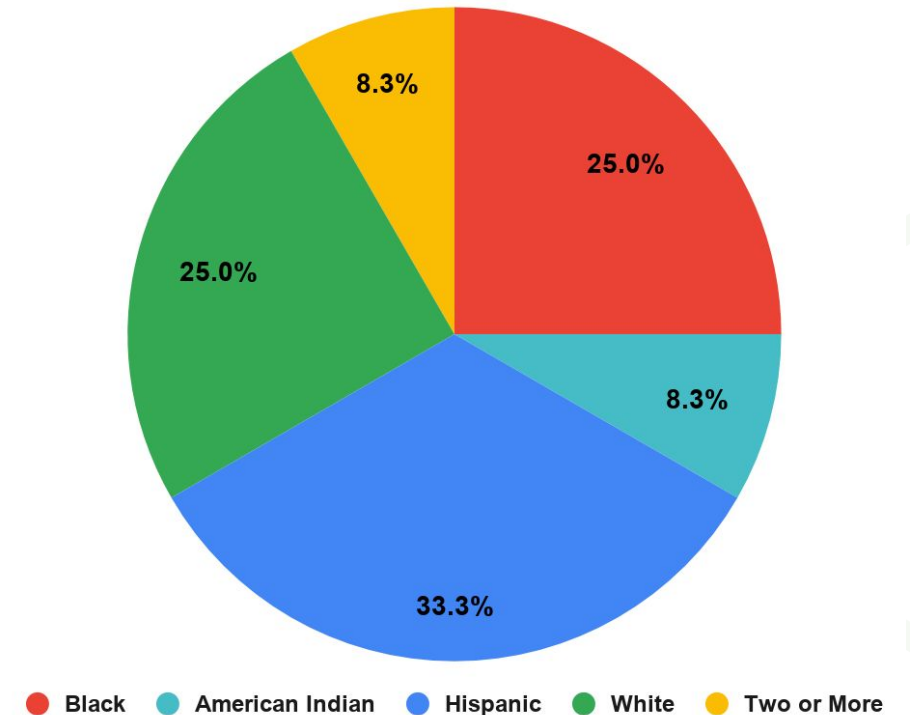


- Classes and check ins - individualized
- Welcoming in person learners; some students stayed distance

Special Education by Disability Area

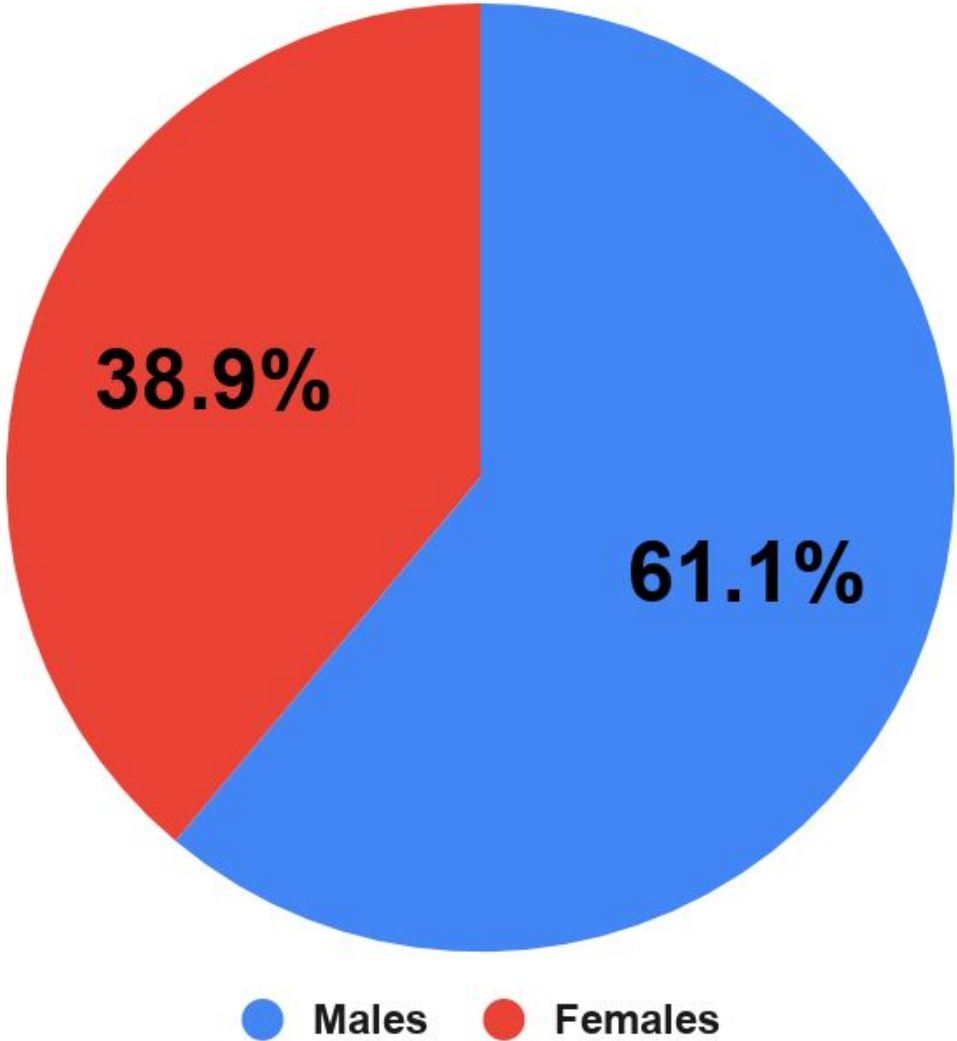


Special Education by Race

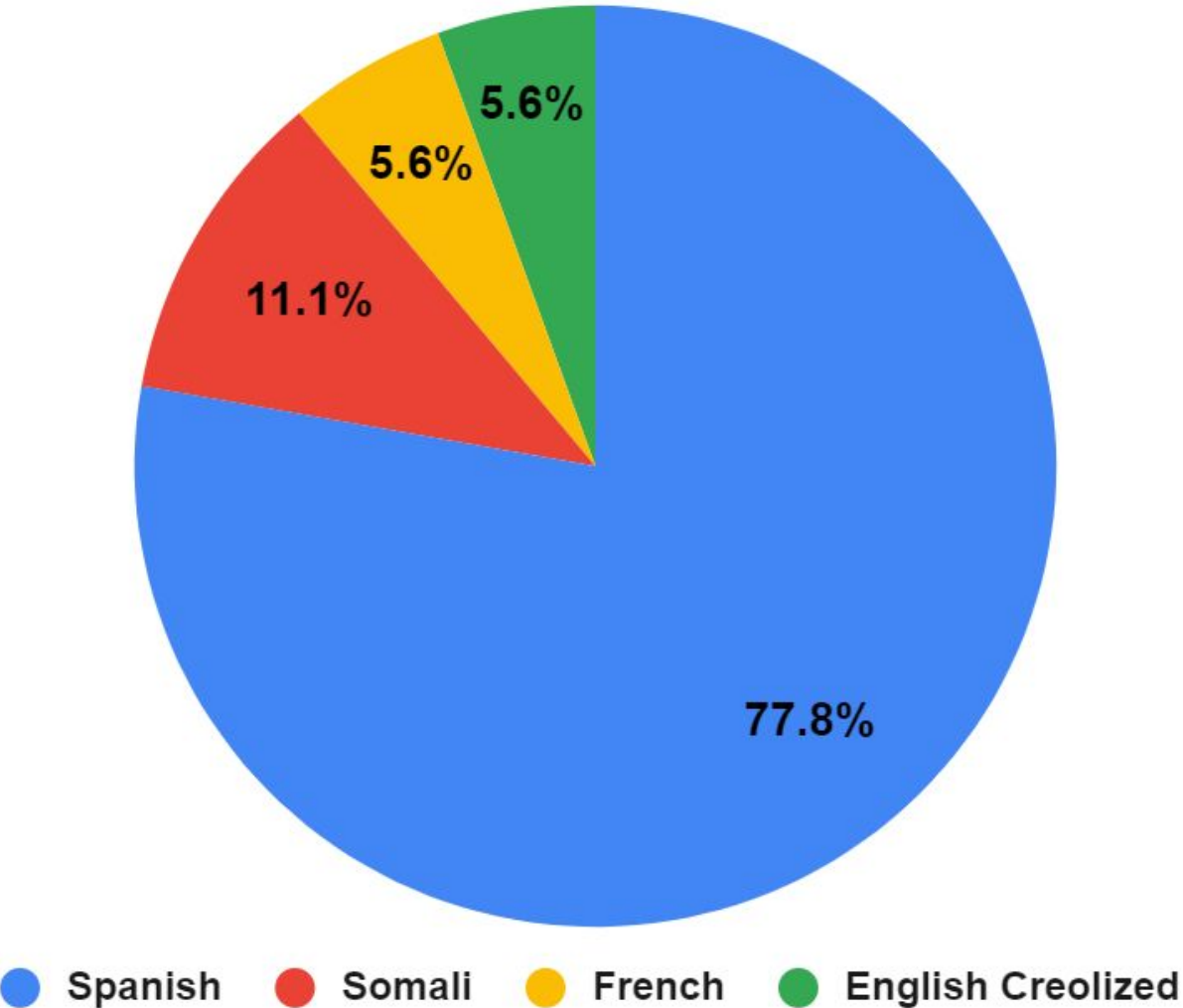


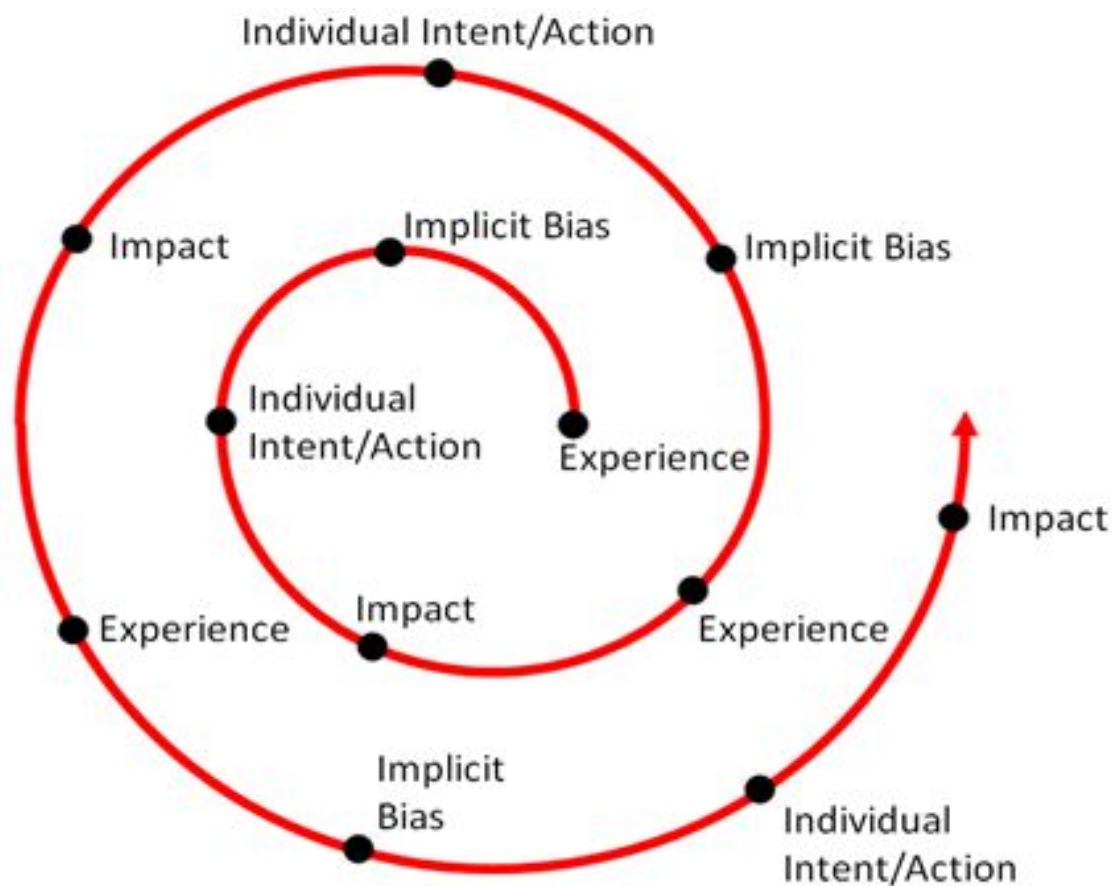
English Language Learner Data

English Learners by Gender



Home Languages of English Learners





*Socio-political Identities

*Asset-Based Language

*Standards-Based grading and grading reform

*Creating rubrics and proficiency descriptors for alignment

*Lesson plan review and feedback cycles

*Peer lesson review

*Co-Planning

*Professional Development
twice a month

*Schoolwide language supports



Social Emotional Learning



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Celebration Corner	
Weekend Warriors: Student, Student, Student, Student, Student, Student, Student, Student, Student <i>Nice work, come to the Friday party to see if you win the gift card!!!</i>	Finished a course: Student, Student, Student, Student, Student, Student, Student
 GRADUATED  STUDENT NAMES CONGRATULATIONS!!!!!!	Upcoming Birthdays Student Names <i>Happy birthday to each of you!!!</i>

Respect the
talking piece.
Everyone listens,
everyone has a
turn.



**Speak from the heart; Listen
from the heart.**

**Trust that you will know what
to say: no need to rehearse.**

**Speak only for yourself, not for
an entire group.**

**What's said in circle, stays in
circle.**

You may pass.

Say just enough.

Credits and Edgenuity Completion

Content	Q1 20/21	Q2 20/21	Q3 20/21
Total Seat Credits	29.5	37.5	28.59
*Digital/ Blended Credits	52.62	53.02	139.45
Advisory	21	23	9.5
Total	103.12	113.52	175.54

*Majority are credit recovery classes (79+ classes)

Graduates and SEAL of Biliteracy Earners to Date



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12 graduates to date

11 more students likely to graduate in June

10 more students within possible range of graduation in June

1 Platinum Seal
2 Gold Seals
5 World Certificates

Minnesota Bilingual and Multilingual Seals and World Language Proficiency Certificates





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Facilities Project Update

May 3rd, 2021



Current Project Design Status

- ▶ Exterior Signage proofs have been installed at each building
 - ▶ A review took place and further design ideas are being discussed.
 - ▶ Elementary Buildings were reviewed and approved for general sign size for consistency. Locations were adjusted per building.
- ▶ Interior Branding at each building
 - ▶ Reviews are being completed as modifications are completed.
 - ▶ Elementary buildings are all in alignment with the Branding wall at RDLS
- ▶ Facilities and Transportation Office Building
 - ▶ Preliminary design has begun on this building and will be reviewed by the POC as designs are ready for review.



RDLS

► Project Status

- Two Punchlist items remaining are related to exterior site work/ parking lot water flow corrections that will be addressed in the Summer.
 - 422 Items originally issued
- HVAC Commissioning work has been completed and the final commissioning report has been issued.
- Trash Enclosure Gate redesign has been completed and materials are in fabrication. Tentatively scheduled for installation near the end of this week.
- Music Room casework was modified over Spring Break to better suit the instruments
- Closeout documentation has been completed in regards to:
 - Operation and Maintenance Manuals
 - As-Built Drawings
 - Contractual documentation such as warranties and State required payment information

► Budget Summary

- Project is 100% complete with \$15,000 in retainage being held until the completion of the remaining sitework punchlist items.



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CENTENNIAL

▶ Project Status

- ▶ All punchlist work has been completed.
 - ▶ 556 Items issued and closed.
- ▶ Mechanical equipment owner training has been completed.
- ▶ HVAC Commissioning work continues with the Building Automation Controls and the Chiller plant.
- ▶ Music Room casework was modified over Spring Break to better suit the instruments
- ▶ Closeout documentation has been completed in regard to:
 - ▶ Operation and Maintenance Manuals
 - ▶ As-Built Drawings
 - ▶ Contractual documentation such as warranties and State required payment information

▶ Budget Summary

- ▶ Project has been closed financially.
- ▶ The 11 month walkthrough will be scheduled to take place this July and then issued for any corrections to the contractor.



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RSTEM

► Project Status

- All punchlist and closeout documentation work has been completed
 - 1,160 Items issued and closed.
- Mechanical equipment owner training has been completed.
- HVAC Commissioning work continues with the Building Automation Controls and the Chiller plant.
 - Chiller Startup and calibration to take place in the next week or two - depending on outside air temps.
- Fencing around the office air conditioning condenser is being completed to protect unit from damage.
- Closeout documentation is being compiled and submitted for review
 - Operation and Maintenance Manuals
 - As-Built Drawings
 - Contractual documentation such as warranties and State required payment information

► Budget Summary

- Project is 100% complete with retainage being held until the completion of chiller startup and calibration.
 - Final pay application expected this month for the balance.



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RICHFIELD HIGH SCHOOL

► Project Status

- All contract work has been completed with a few minor items remaining in regards to trash enclosure fencing.
- All punchlist work has been identified
 - 1,561 Items issued
 - 4 items remain open.
- Mechanical equipment owner training has been completed.
- HVAC Commissioning work continues with the Building Automation Controls, Chiller plant and misc. existing systems.
- Closeout documentation is being finalized in regard to:
 - Operation and Maintenance Manuals
 - As-Built Drawings
 - Contractual documentation such as warranties and State required payment information
- Fence around the courtyard mechanical unit is being fabricated and will be installed in the coming weeks.

► Budget Summary

- Project is 100% Complete with two items remaining to be finalized for potential change orders.
- The 11 month walkthroughs are scheduled for different areas based on the turnover dates of the specific space.



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SHERIDAN HILLS

► Project Status

- Phase 1 work completed with 5 sitework related punchlist remaining open
 - 588 items issued
- Mechanical equipment that is operational has had owner training completed. More mechanical work is planned in the upcoming phase.
- HVAC Commissioning on occupied spaces has taken place and will continue through the next phases.
- New chiller controls work continues to ensure it is operational in the next few weeks.
- New Kitchen Addition Structural Masonry work is complete with Brick work underway.
 - Once school is out, work will continue on the addition as demolition of the existing kitchen is able to begin.
- Phase 3 work is on track to begin as soon as school is out which will cover work for the kitchen and the remaining classrooms on the north wing (16 classrooms).

► Budget Summary

- Project is approximately 75% complete with major unknown conditions discovered in previous phases, limiting risk on the remainder of the project.
- The 11 month walkthroughs are scheduled for different areas based on the turnover dates of the specific space.



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RICHFIELD MIDDLE SCHOOL

► Project Status

- Phase 1, and 2 work completed.
 - 670 items issued to date with over 90% completed.
- Phase 3 work (originally scheduled to begin in June of 2021) is roughly 70% complete.
 - Band and Choir are complete
 - New Special Ed suite is complete
 - New Admin office and entry work is well underway
 - Work this summer will be focus in the kitchen/cafeteria, new pool HVAC unit and boiler room work.
 - Best Buy Teen Tech Center design is being worked on to determine construction impacts that would also take place this summer.

► Budget Summary

- Project is approximately 80% complete with major unknown conditions discovered in previous phases, limiting risk on the remainder of the project.
 - Contingency balance will be able to help out with the High School contingency deficit.
- The 11 month walkthroughs are scheduled for different areas based on the turnover dates of the specific space.



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CENTRAL EDUCATION CENTER

► Project Status

- Phase 1 work well underway with the new office spaces framed.
 - Mechanical and Electrical Rough-In work continues
 - New large gang bathrooms are framed and mechanical rough in work underway
 - Mechanical concrete pads are installed in the mechanical rooms for placement of the new units and equipment.
 - Roof mounted mechanical work is underway.
 - Existing Chimney has been removed.
- Phase 2 work is scheduled to begin the second week of June as rooms are packed and moved to storage for the summer.
 - All furniture has been ordered for delivery in Mid August.

► Budget Summary

- Project is approximately 20% complete and the contingency has over 90% remaining.
 - Additional Bathroom renovation and Mothers' Room are being priced for review.



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Questions ?



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Nutrition Services Program Update

Richfield Board of Education

May 3, 2021

Michael Manning

Director of Food & Nutrition

Nutrition Services Mission:

*Our goal is to create a warm and welcoming environment
for every student, every meal, every day.*



Program Mission

SY 2020-21:

- Breakfast meals served = 217,410
- Lunch Meals served = 223,718
- Adult Meals served = 36,307 (Nov & Dec only)
- Total Meals served = 477,435 (Down 23% from 19/20)
- Fresh Fruits & Vegetables Program Snacks served at all Elementary Schools
- Free/Reduced Percentage= 54.8% (Down 10% from 19/20)

Program Participation





Social Media Highlights

#MNAppleCrunch #MNfarmtoschool

- K-7
 - R-STEM
 - 6/21 – 7/22
 - Breakfast in the classroom (multiple kiosks)
 - Lunch in the classroom (students come through cafeteria line)
- 8-12
 - RHS
 - 6/21 – 7/22
 - Breakfast in the classroom (multiple kiosks)
 - Grab & Go lunch
- RHS 7-Day Meal Bundles
 - 6/9 – 8/25
 - Wednesdays from 11 am – 1 pm

Summer Plans



- All Schools
 - SSO (Seamless Summer Option)
 - Free meals for all students!!!
 - Breakfast in the classroom
 - Hybrid lunch in the classroom and cafeteria
 - Reintroduction of Point of Sale systems to assist with meal claiming
- Richfield Middle School
 - Vend-ucation machines installed in new commons area
 - A la carte and reimbursable meals offered at lunch
- Richfield High School
 - Opening of Spartan Café for a la carte items and reimbursable meals at breakfast and lunch

SY21/22 Plans

- FULL cafeteria remodel at Sheridan Hills and the addition of a walk-in refrigerator.
- Remodeled commons area of Richfield Middle School with new area for a la carte, new equipment to support more menu choices, much more efficiency with an improved dish area, and updated seating.



Planned Construction Projects

- Main Vendor – Renewal Signed for SY21/22
- Produce Vendor – Process Currently Underway
- Milk Vendor – Recommend Renewal in Board Agenda
- Bread Vendor – Recommend Renewal in Board Agenda
- Paid lunch equity tool SY21/22 not available yet; however, would recommend we do not take a pay increase during the pandemic based off of positive food service fund balance.

Vendor Contract Status & Meal Pricing

- Started year at 212k fund balance
- Adult Feeding grant allowed us to recoup a lot of deficit from earlier in the year. (202k in unplanned revenue)
- Currently sitting at a 40k deficit, but we anticipate to finish the year back at original fund balance if participation remains steady.

Fund Balance Update



Questions or Comments?

CONTACT INFORMATION:

MICHAEL.MANNING@RPSMN.ORG

(612)798-6071

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

Agenda Item III.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, May 3, 2021

Subject: Commendation

Richfield Public Schools would like to thank Teresa Rosen for her hard work in putting together a successful vaccination event at Richfield High School on Saturday, April 24th. This important event had to be coordinated very quickly, and ended up providing approximately 600 people in the Richfield community with their first doses of the COVID-19 vaccine. In addition to Teresa, RPS would like to thank all of the individuals listed below, who also contributed to the coordination and/or staffing of the event, as well as the numerous RHS student volunteers who were present to support community members.

District Office Staff

Christina Gonzalez
Craig Holje
Cassandra Quam
Rosa Rubio Escoda
Jennifer Valley

Outreach Workers

Falis Aided
Shirley Bartlett
Luis Bolaños
Jackie Farrell
Eunice Garza
Evelyn Gonzalez
Sarah Jesperson
Victoria Johnson
Rachael Lenmark
José Antonio Montejo Magaña
Janina Roodell
Jose Salgado Gaxiola

RHS Staff

Maria Graver
Carrie Vala

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	300734	04/01/2021	ALLIED PROFESSIONALS, INC.	R	952.00
01	300735	04/01/2021	ARAMARK	R	66.94
01	300736	04/01/2021	BEN FRANKLIN ELECTRIC INC	R	335.00
01	300737	04/01/2021	CARQUEST AUTO PARTS	R	17.13
01	300738	04/01/2021	CDW GOVERNMENT INC	R	3,208.08
01	300739	04/01/2021	COMCAST	R	272.01
01	300740	04/01/2021	ECM PUBLISHERS INC	R	130.90
01	300741	04/01/2021	EDUCATORS BENEFIT CONSULTANTS LLC	R	102.00
01	300742	04/01/2021	FASTENAL INDUSTRIAL	R	774.08
01	300743	04/01/2021	FIRST BOOK MARKETPLACE	R	145.25
01	300744	04/01/2021	HERFF JONES INC	R	303.16
01	300745	04/01/2021	HOGLUND BUS CO INC	R	207.82
01	300746	04/01/2021	HR SIMPLIFIED INC.	R	592.00
01	300747	04/01/2021	INNOVATIVE OFFICE SOLUTIONS LLC	R	1,820.81
01	300748	04/01/2021	LOFFLER COMPANIES	R	172.00
01	300749	04/01/2021	PREMIER LIGHTING INC	R	411.95
01	300750	04/01/2021	SCHOOL SERVICE EMPLOYEES UNION	R	316.19
01	300751	04/01/2021	SCHOOL SPECIALTY INC	R	204.51
01	300752	04/01/2021	TEACHER'S DISCOVERY	R	140.97
01	300753	04/01/2021	TIERNEY BROTHERS INC	R	4,603.50
01	300754	04/01/2021	TRANSPORTATION PLUS, INC.	R	107.00
01	300755	04/01/2021	TWIN CITY TRANSPORTATION	R	209,952.10
01	300756	04/01/2021	UHL COMPANY INC	R	9,844.00
01	300757	04/01/2021	VERIZON WIRELESS	R	510.16
01	300758	04/01/2021	XCEL ENERGY	R	20,881.29
01	300759	04/01/2021	REGION 3AA	R	1,320.00
01	V610696	04/01/2021	MIRIAM A CASTRO SANJUAN	R	40.00
01	V610697	04/01/2021	MARY L CLARKSON	R	70.00
01	V610698	04/01/2021	AMY L COUGHLIN	R	114.99
01	V610699	04/01/2021	LILI CUATE PLIEGO	R	127.46
01	V610700	04/01/2021	LATANYA R DANIELS	R	70.00
01	V610701	04/01/2021	GEORGE A DENNIS	R	35.00
01	V610702	04/01/2021	JARED ELLERSON	R	70.00
01	V610703	04/01/2021	RYAN D FINKE	R	70.00
01	V610704	04/01/2021	PETER J FITZPATRICK	R	40.00
01	V610705	04/01/2021	STEVEN T FLUCAS	R	70.00
01	V610706	04/01/2021	MICHAEL L FRANKENBERG	R	70.00
01	V610707	04/01/2021	KARIN V GAERTNER	R	13.58
01	V610708	04/01/2021	RACHEL GENS	R	70.00
01	V610709	04/01/2021	AREND J GEURINK	R	70.00
01	V610710	04/01/2021	JAMES A GILLIGAN	R	70.00
01	V610711	04/01/2021	CHRISTINA M GONZALEZ	R	70.00
01	V610712	04/01/2021	KYLE L GUSTAFSON	R	40.00
01	V610713	04/01/2021	CHRISTINE A HAFNER	R	175.00
01	V610714	04/01/2021	DIANE S HARAYDA	R	36.95
01	V610715	04/01/2021	KEVIN D HARRIS	R	40.00
01	V610716	04/01/2021	GUADALUPE P HERNANDEZ-BALBUENA	R	169.97
01	V610717	04/01/2021	JENNIFER B HECHT	R	175.00
01	V610718	04/01/2021	JAMES L HILL	R	40.00

01	V610719	04/01/2021	CARLONDREA D HINES	R	70.00
01	V610720	04/01/2021	JESSICA M HOFFMAN	R	40.00
01	V610721	04/01/2021	CRAIG D HOLJE	R	70.00
01	V610722	04/01/2021	MELISSA M HUSABY	R	143.63
01	V610723	04/01/2021	NASHWA M IBRAHIM	R	25.00
01	V610724	04/01/2021	JANICE JORENBY	R	70.00
01	V610725	04/01/2021	CORY J KLINGE	R	70.00
01	V610726	04/01/2021	DANIEL E KRETSINGER	R	70.00
01	V610727	04/01/2021	ANOOP KUMAR	R	40.00
01	V610728	04/01/2021	LEAH M LANNERS	R	12.00
01	V610729	04/01/2021	JOHN M LORENZINI	R	70.00
01	V610730	04/01/2021	COLLEEN M MAHONEY	R	70.00
01	V610731	04/01/2021	MICHAEL A MANNING	R	70.00
01	V610732	04/01/2021	DANIEL P MCGINN	R	40.00
01	V610733	04/01/2021	DOUG R MCMEEKIN	R	70.00
01	V610734	04/01/2021	CAROLE R MCNAUGHTON-COMMERS	R	70.00
01	V610735	04/01/2021	VANESSA P MEDLEY	R	175.00
01	V610736	04/01/2021	KENT D MEYER	R	70.00
01	V610737	04/01/2021	MARY M MEYER	R	139.00
01	V610738	04/01/2021	ALECIA M MOBLEY	R	70.00
01	V610739	04/01/2021	LIDIA MONTESINOS SANCHEZ	R	175.00
01	V610740	04/01/2021	SEGUNDO R MOROCHO CUZCO	R	30.03
01	V610741	04/01/2021	LISA M NEGUS	R	70.00
01	V610742	04/01/2021	ERIN H NEILON	R	40.00
01	V610743	04/01/2021	TANYA M NEWELL	R	164.97
01	V610744	04/01/2021	JODI A NICKELL	R	175.00
01	V610745	04/01/2021	ROBERT G OLSON	R	40.00
01	V610746	04/01/2021	LAURA B OTTERNESS	R	70.00
01	V610747	04/01/2021	MARK S PEDERSEN	R	40.00
01	V610748	04/01/2021	DENNIS E PETERSON	R	35.00
01	V610749	04/01/2021	CASSANDRA QUAM	R	70.00
01	V610750	04/01/2021	YONG HUA QUAN	R	25.00
01	V610751	04/01/2021	RENEE C REED-KARSTENS	R	40.00
01	V610752	04/01/2021	CHRISTINA G RHOADES	R	72.13
01	V610753	04/01/2021	KEITH D RIEF	R	40.00
01	V610754	04/01/2021	TERESA L ROSEN	R	70.00
01	V610755	04/01/2021	MAUREEN E RUHLAND	R	40.00
01	V610756	04/01/2021	MARIA L SANCHEZ	R	165.93
01	V610757	04/01/2021	TIMECKA MARIE SANCHEZ-MICHAELS	R	70.00
01	V610758	04/01/2021	AMBER M SCHAUER	R	70.00
01	V610759	04/01/2021	MARTA I SHAHSAVAND	R	70.00
01	V610760	04/01/2021	KAREN S K SLAGHT	R	331.19
01	V610761	04/01/2021	NANCY J STACHEL	R	70.00
01	V610762	04/01/2021	PATRICK M SURE	R	40.00
01	V610763	04/01/2021	STACY THEIEN-COLLINS	R	70.00
01	V610764	04/01/2021	VLADIMIR S TOLEDO	R	40.00
01	V610765	04/01/2021	IAN D TOLENTINO	R	40.00
01	V610766	04/01/2021	ANH TRAN	R	175.00
01	V610767	04/01/2021	STEVEN P UNOWSKY	R	270.00
01	V610768	04/01/2021	STEPHEN C URBANSKI	R	40.00

01	V610769	04/01/2021	CARRIE A VALA	R	70.00
01	V610770	04/01/2021	JENNIFER K VALLEY	R	70.00
01	V610771	04/01/2021	ISELA VENTURA RUBIO	R	151.30
01	V610772	04/01/2021	RYAN WAGNER	R	40.00
01	V610773	04/01/2021	REBECCA S WALD	R	40.00
01	V610774	04/01/2021	KASYA L WILLHITE	R	420.00
01	V610775	04/01/2021	AMY J WINTER AHSENMACHER	R	70.00
01	V2100862	04/05/2021	P-CARD BAIRD LISA	R	2,402.69
01	V2100863	04/05/2021	P-CARD BROWN MATTHEW	R	976.87
01	V2100864	04/05/2021	P-CARD BRUNNER PATTI	R	3,254.06
01	V2100865	04/05/2021	P-CARD BURT EMILY	R	314.00
01	V2100866	04/05/2021	P-CARD DINGMAN KRISTI	R	7,888.85
01	V2100867	04/05/2021	P-CARD ELLERSON JARED	R	36.86
01	V2100868	04/05/2021	P-CARD FINDLEY LAMPKIN MELISSA	R	130.24
01	V2100869	04/05/2021	P-CARD FINKE RYAN	R	9.99
01	V2100870	04/05/2021	P-CARD GEURINK AREND	R	3,440.75
01	V2100871	04/05/2021	P-CARD HINES CARLONDREA	R	225.00
01	V2100872	04/05/2021	P-CARD KRETSINGER DAN	R	6,365.52
01	V2100873	04/05/2021	P-CARD LEWIS JENNIFER	R	119.00
01	V2100874	04/05/2021	P-CARD MACE CHRISTI JO	R	2,280.17
01	V2100875	04/05/2021	P-CARD MAHONEY COLLEEN	R	1,184.36
01	V2100876	04/05/2021	P-CARD MANNING MICHAEL	R	109.52
01	V2100877	04/05/2021	P-CARD MARYN ANGELA	R	1,180.00
01	V2100878	04/05/2021	P-CARD MCGINN DAN	R	555.13
01	V2100879	04/05/2021	P-CARD POMERLEAU DORIS	R	1,042.39
01	V2100880	04/05/2021	P-CARD SHAHSAVAND MARTA	R	256.49
01	V2100881	04/05/2021	P-CARD SMITH DANE	R	70.14
01	V2100882	04/05/2021	P-CARD STACHEL NANCY	R	1,064.98
01	V2100883	04/05/2021	P-CARD VALLEY JENNIFER	R	778.95
01	V2100884	04/05/2021	P-CARD WILLHITE KASYA	R	375.00
01	V2100885	04/05/2021	P-CARD WINTER AMY	R	1,353.83
01	300760	04/08/2021	ALL STATE COMMUNICATIONS INC	R	38,840.00
01	300761	04/08/2021	ALLIED PROFESSIONALS, INC.	R	969.00
01	300762	04/08/2021	BRAMBILLA'S LEASE SYSTEMS, INC	R	2,161.00
01	300763	04/08/2021	CAPITAL ONE TRADE CREDIT	R	110.80
01	300764	04/08/2021	CDW GOVERNMENT INC	R	7,971.45
01	300765	04/08/2021	CEP ART & DESIGN	R	153.00
01	300766	04/08/2021	CINTAS CORPORATION NO 2	R	201.58
01	300767	04/08/2021	COMCAST BUSINESS	R	244.74
01	300768	04/08/2021	DICK BLICK COMPANY	R	1,486.56
01	300769	04/08/2021	ECOLAB INC	R	821.37
01	300770	04/08/2021	C.C. IMEX	R	368.00
01	300771	04/08/2021	FASTENAL INDUSTRIAL	R	92.50
01	300772	04/08/2021	GALLUP ORGANIZATION	R	6,912.00
01	300773	04/08/2021	H&B SPECIALIZED PRODUCTS INC	R	1,450.00
01	300774	04/08/2021	HERITAGE CRYSTAL CLEAN INC	R	380.12
01	300775	04/08/2021	HILLYARD	R	2,757.14
01	300776	04/08/2021	HOGLUND BUS CO INC	R	670.14
01	300777	04/08/2021	HOME DEPOT U.S.A.	R	1,369.71
01	300778	04/08/2021	INDOFF INC	R	3,299.79

01	300779	04/08/2021	KINECT ENERGY INC	R	515.00
01	300780	04/08/2021	LOFFLER COMPANIES	R	429.88
01	300781	04/08/2021	MASA	R	652.80
01	300782	04/08/2021	MCEA	R	90.00
01	300783	04/08/2021	METRO APPLIANCE RECYCLING	R	506.65
01	300784	04/08/2021	MIDWEST BUS PARTS INC	R	86.84
01	300785	04/08/2021	RUPP ANDERSON SQUIRES & WALDSPURGER	R	10,064.89
01	300786	04/08/2021	INDIGO SIGNWORKS, INC.	R	267.87
01	300787	04/08/2021	SNAPOLOGY OF MINNEAPOLIS	R	400.00
01	300788	04/08/2021	TAFFE SARAH ANN	R	8,165.60
01	300789	04/08/2021	TWIN CITY FILTER SERVICE INC	R	2,651.58

TOTAL CHECKS, P-CARDS & EPAYS					393,608.78
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CHECK, P-CARD & E-PAY RUNS FOR 04/19/2021 BOARD REPORTS

BANK 05	DATE	AMOUNT
CHECKS	4/1/2021	257,390.85
	4/8/2021	94,090.01
P-CARDS-MARCH	4/5/2021	35,414.79
E-PAY	4/1/2021	6,713.13

CHECK REGISTER BANK 05 TOTAL =	393,608.78
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BREAKDOWN	
01-206-00	164,406.99
02-206-00	3,308.60
03-206-00	213,747.96
04-206-00	11,677.23
06-206-00	70.00
07-206-00	-
18-206-00	-
20-206-00	303.28
21-206-00	94.72
47-206-00	-
BANK TOTAL =	393,608.78

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, April 19, 2021
7:00 p.m. School Board Meeting

I. CALL TO ORDER

The regular meeting of the Board of Education of ISD 280, Hennepin County, Richfield, Minnesota was held on Monday, April 19, 2021 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 because of the COVID-19 (coronavirus) pandemic. Chair Timothy Pollis called the Regular Board Meeting to order at 7:01 p.m. with the following school board members in attendance: Brakke (virtually), Cole, Maleck, Smisek and Toensing.

Administrators present were Superintendent Unowsky, Asst. Superintendent Daniels, Executive Director Clarkson and Chief HR & Admin Officer Holje. Student board representatives Naomi Ferguson and Tyler Jake were present virtually.

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

- A. Public Comment
- B. Superintendent Update
 - 1. Reimagine Richfield & Equity Presentation
 - 2. SRO Presentation
- C. Commendation

IV. CONSENT AGENDA

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

- A. Routine Matters
 - 1. Minutes of the regular meeting held April 5, 2021
 - 2. General Disbursements as of 4/8/21 in the amount of \$393,608.78
 - 3. Year-to-Date Finance Update
- B. Personnel Items

Certified Full Time Request for Leave of Absence

Mitchell Jacobson – Grade 4 – Sheridan Hills

Child Care Leave of Absence

School Year: 21/22

Certified Full Time Resignation

Wanda Cora-Pacheco – Kindergarten – RDLS

Effective 6/11/2021

Years in Richfield: 3

Classified Part Time Position For Employment – Paraprofessional

Janet Abundez Martinez – 14.16 hr/wk – Managerial Paraprofessional RDLS

Effective 4/28/2021

Julie Hughes – 35 hr/wk – Paraprofessional – ECSE Central

Effective 4/7/2021

Classified Part Time Position For Employment – Co-Curricular

Samantha King – Stipend - Tech Manager Spring Musical – RHS

Ashlie Kaun – Stipend – Costumer Spring Musical - RHS

Classified Full Time Resignation – Paraprofessional

Diane Harayda – 37.5 hr/wk – Paraprofessional – Centennial Elementary

Effective 3/25/2021

Stacy Castaneda – 32.5 hr/wk – Paraprofessional – RDLS Elementary

Effective 4/23/2021

V. OLD BUSINESS

- A. Policy 107 - Electronic Use and Communications & Administrative Guidelines
107.1 and 107.2 - third read

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

- B. Policy 115: Equity - final read

Motion by Maleck, seconded by Smisek, and unanimously carried, the Board of Education approved the new policy.

- C. Policy 521: Graduation Requirements - second read

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

- D. Policy 406: Professional Learning & Administrative Guidelines 107.1 & 107.2 -
second read

VI. NEW BUSINESS

- A. Policy 651 - Interscholastic Athletics and Activity Program & Administrative Guideline 651.1 - first read
- B. Policy 652 - Addition and Deletion of Interscholastic Athletic Offerings - first read
- C. Sheridan Hills Change Order #21

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

- D. RHS Change Orders #58 - #60

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

- E. RMS Change Orders #16 - #17

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

- F. Central Change Order #2

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

- G. Facilities & Transportation Contract 2020-2022

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

VII. ADVANCE PLANNING

- A. Legislative Update
- B. Information and Questions from Board
- C. Future Meeting Dates

5-3-2021	7:00 p.m.	Regular Board Meeting
5-17-2021	7:00 p.m.	Regular Board Meeting - Public Comment
- D. Suggested/Future Agenda Items

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

~~IX. REOPEN MEETING~~

X. ADJOURN REGULAR MEETING

Chair Pollis adjourned the meeting at 9:40 pm.

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	300790	04/15/2021	AGL CONSULTING	R	2,880.00
01	300791	04/15/2021	ARVIG ENTERPRISES INC	R	1,107.90
01	300792	04/15/2021	BIX FRUIT COMPANY	R	2,360.65
01	300793	04/15/2021	BLUE CROSS BLUE SHIELD OF MINNESOTA	R	1,760.50
01	300794	04/15/2021	BUSINESS ESSENTIALS	R	7,124.40
01	300795	04/15/2021	CENTURYLINK	R	113.45
01	300796	04/15/2021	CINTAS CORPORATION NO 2	R	187.24
01	300797	04/15/2021	CITY OF RICHFIELD	R	6,785.59
01	300798	04/15/2021	CITY OF RICHFIELD	R	3,189.25
01	300799	04/15/2021	COMMERCIAL KITCHEN	R	1,210.26
01	300800	04/15/2021	CONTEMPORARY TRANSPORTATION LLC	R	2,555.00
01	300801	04/15/2021	CPM EDUCATIONAL PROGRAM	R	201.92
01	300802	04/15/2021	CULLIGAN SOFT WATER	R	9.50
01	300803	04/15/2021	DEMCO MEDIA	R	421.89
01	300804	04/15/2021	DICK BLICK COMPANY	R	546.00
01	300805	04/15/2021	DICKS LAKEVILLE SANITATION INC	R	6,419.52
01	300806	04/15/2021	DOOR SERVICE COMPANY OF THE TWIN CI	R	533.00
01	300807	04/15/2021	ECM PUBLISHERS INC	R	133.05
01	300808	04/15/2021	ECOLAB INC	R	133.55
01	300809	04/15/2021	FASTENAL INDUSTRIAL	R	1,577.77
01	300810	04/15/2021	FATH CUTTER, NOELLA	R	3,199.00
01	300811	04/15/2021	FINANGER PHILLIP J	R	70.00
01	300812	04/15/2021	FLICEK WELDING	R	3,775.00
01	300813	04/15/2021	GROTH MUSIC COMPANY	R	222.00
01	300814	04/15/2021	H BROOKS AND COMPANY LLC	R	1,933.67
01	300815	04/15/2021	HAWKINS INC	R	4,097.14
01	300816	04/15/2021	HERITAGE CRYSTAL CLEAN INC	R	3,584.00
01	300817	04/15/2021	HILLYARD	R	2,510.40
01	300818	04/15/2021	HOGLUND BUS CO INC	R	4,954.18
01	300819	04/15/2021	HOPE CHURCH	R	14,062.22
01	300820	04/15/2021	INDOFF INC	R	577.07
01	300821	04/15/2021	INNOVATIVE OFFICE SOLUTIONS LLC	R	47.09
01	300822	04/15/2021	INTEREUM, INC	R	1,063.15
01	300823	04/15/2021	JAYTECH, INC	R	156.80
01	300824	04/15/2021	JW PEPPER & SON INC	R	196.99
01	300825	04/15/2021	KIDCREATE STUDIO	R	504.00
01	300826	04/15/2021	LOFFLER	R	1,225.09
01	300827	04/15/2021	LOFFLER COMPANIES	R	6,854.87
01	300828	04/15/2021	MARGARET HALL	R	45.00
01	300829	04/15/2021	MASA	R	149.00
01	300830	04/15/2021	MCEA	R	1,161.00
01	300831	04/15/2021	MEDTOX LABORATORIES INC	R	185.36
01	300832	04/15/2021	METROPOLITAN MECHANICAL CONTRACTORS	R	21,047.21
01	300833	04/15/2021	MIDWEST BUS PARTS INC	R	331.49
01	300834	04/15/2021	MINUTEMAN PRESS OF RICHFIELD	R	530.00
01	300835	04/15/2021	MIRA	R	1,864.50
01	300836	04/15/2021	ALBIN ACQUISITION CORP	R	22.50
01	300837	04/15/2021	NEW LIFE ENTERPRISE	R	2,300.72
01	300838	04/15/2021	NORMANDALE COMMUNITY COLLEGE	R	56,025.00

01	300839	04/15/2021	OKEY CHRIS	R	70.00
01	300840	04/15/2021	ON SITE SANITATION	R	1,897.57
01	300841	04/15/2021	PAN O GOLD BAKING CO	R	189.80
01	300842	04/15/2021	PIXTON COMICS, INC.	R	99.00
01	300843	04/15/2021	PLAINVIEW MILK PRODUCTS COOPERATIVE	R	7,822.07
01	300844	04/15/2021	PROFESSIONAL WIRELESS COMMUNICATION	R	324.84
01	300845	04/15/2021	RELIABLE DRUG & ALCOHOL INC.	R	400.00
01	300846	04/15/2021	RUTH HOGLUND	R	45.00
01	300847	04/15/2021	SAFETYFIRST PLAYGROUND MAINTENANCE	R	250.00
01	300848	04/15/2021	SHIFFLER EQUIPMENT	R	338.39
01	300849	04/15/2021	SMARTSENSE BY DIGI	R	330.00
01	300850	04/15/2021	SOURCEWELL TECHNOLOGY	R	1,600.00
01	300851	04/15/2021	TEACHER'S DISCOVERY	R	209.62
01	300852	04/15/2021	TRIO SUPPLY COMPANY	R	605.77
01	300853	04/15/2021	TWIN CITY FILTER SERVICE INC	R	165.92
01	300854	04/15/2021	TWIN CITY HARDWARE	R	190.00
01	300855	04/15/2021	ULINE	R	782.16
01	300856	04/15/2021	UNITED HEALTHCARE INSURANCE CO	R	479.54
01	300857	04/15/2021	UNITED HEALTHCARE/AARP MEDICARE RX	R	88.70
01	300858	04/15/2021	UNITED HEARTHCARE /AARP MEDICARE RX	R	88.70
01	300859	04/15/2021	UPPER LAKES FOODS	R	3,663.13
01	300860	04/15/2021	LS DE LLC	R	1,695.00
01	300861	04/15/2021	WORLD FUEL SERVICES, INC.	R	15,328.26
01	300862	04/15/2021	XCEL ENERGY	R	43.97
01	V610776	04/15/2021	JAMIE A GILMORE	R	115.57
01	V610777	04/15/2021	BECKY A HERRERA	R	25.99
01	V610778	04/15/2021	MARGARET R HOEHN	R	165.00
01	V610779	04/15/2021	MELISSA M HUSABY	R	24.99
01	V610780	04/15/2021	ANNE-MARIE KILSTOFTE	R	29.00
01	V610781	04/15/2021	MAIA M MACK	R	131.27
01	V610782	04/15/2021	SHERRI L MEDVEC	R	55.05
01	V610783	04/15/2021	JESSICA J OKEY	R	50.00
01	V610784	04/15/2021	CARMEN SARMIENTO	R	26.07
01	V610785	04/15/2021	DANE A SMITH	R	13.66
01	V610786	04/15/2021	DANA L THOMPSON	R	144.00
01	V610787	04/15/2021	JOAN M TOMKINSON	R	25.00
01	V610788	04/15/2021	CARRIE A VALA	R	160.87
01	300863	04/16/2021	BLUE CROSS BLUE SHIELD OF MINNESOTA	R	8,360.00
01	300864	04/21/2021	ALL STATE COMMUNICATIONS INC	R	731.67
01	300865	04/21/2021	ALLIED PROFESSIONALS, INC.	R	1,105.00
01	300866	04/21/2021	ANDERSON JULIE R	R	125.00
01	300867	04/21/2021	APPRIZE TECHNOLOGY	R	300.00
01	300868	04/21/2021	PRESENTATIONS, INC.	R	4,470.00
01	300869	04/21/2021	AUGSBURG COLLEGE	R	150.00
01	300870	04/21/2021	BIX FRUIT COMPANY	R	5,582.23
01	300871	04/21/2021	BRINK'S INCORPORATED	R	1,336.50
01	300872	04/21/2021	CATALYST BUYING GROUP LLC	R	189.99
01	300873	04/21/2021	CHILD 1ST PUBLICATIONS, LLC	R	55.08
01	300874	04/21/2021	CITY OF RICHFIELD	R	814.26
01	300875	04/21/2021	COMCAST	R	529.74

01	300876	04/21/2021	CUB FOODS	R	73.80
01	300877	04/21/2021	DARK KNIGHT SOLUTIONS, LLC	R	350.00
01	300878	04/21/2021	DIGITAL INSURANCE LLC	R	3,537.00
01	300879	04/21/2021	EASYPERMIT POSTAGE	R	532.55
01	300880	04/21/2021	EDGENUITY INC.	R	25,000.00
01	300881	04/21/2021	EDUCATORS BENEFIT CONSULTANTS LLC	R	432.97
01	300882	04/21/2021	GEORGAKOPOULOS, TESS	R	80.00
01	300883	04/21/2021	GROUP MEDICAREBLUE RX	R	6,493.00
01	300884	04/21/2021	IDEAL ENERGIES LLC	R	992.09
01	300885	04/21/2021	INSTITUTE FOR ENVIROMENTAL	R	301.00
01	300886	04/21/2021	INTERMEDIATE DISTRICT 287	R	106,225.75
01	300887	04/21/2021	LAKESHORE LEARNING MATERIALS	R	91.98
01	300888	04/21/2021	MADISON NATIONAL LIFE INS CO INC	R	15,724.49
01	300889	04/21/2021	MEDCO SUPPLY COMPANY	R	79.34
01	300890	04/21/2021	MESSERLI & KRAMER	R	1,537.98
01	300891	04/21/2021	MINNESOTA ALLIANCE	R	1,500.00
01	300892	04/21/2021	MINNESOTA DEPARTMENT OF EDUCATION	R	49,119.95
01	300893	04/21/2021	MSHSL REGION 4AA	R	120.00
01	300894	04/21/2021	MTI DISTRIBUTING CO	R	634.64
01	300895	04/21/2021	NAVIANCE	R	13,319.04
01	300896	04/21/2021	NEW LIFE ENTERPRISE	R	175.00
01	300897	04/21/2021	NORTH CENTRAL BUS	R	25.07
01	300898	04/21/2021	NOVACARE REHABILITATION	R	225.00
01	300899	04/21/2021	NOVAK JANICE SOPHIE	R	160.00
01	300900	04/21/2021	OCCUPATIONAL MEDICINE CONSULTANTS	R	179.00
01	300901	04/21/2021	PAN O GOLD BAKING CO	R	437.90
01	300902	04/21/2021	PREMIUM WATERS INC	R	28.00
01	300903	04/21/2021	RATWIK ROSZAK & MALONEY PA	R	383.50
01	300904	04/21/2021	RELIABLE DRUG & ALCOHOL INC.	R	280.00
01	300905	04/21/2021	RYAN JEANNIE M	R	642.91
01	300906	04/21/2021	SAMUEL NALAGIRA	R	599.00
01	300907	04/21/2021	SCHMITT MUSIC CREDIT	R	482.42
01	300908	04/21/2021	SCHOOL SERVICE EMPLOYEES UNION	R	8,197.45
01	300909	04/21/2021	SHERWIN WILLIAMS CO	R	367.81
01	300910	04/21/2021	TERREL'S TOOLBOX LLC	R	506.51
01	300911	04/21/2021	TOLL COMPANY	R	44.77
01	300912	04/21/2021	TRAFERA HOLDINGS, INC.	R	269.90
01	300913	04/21/2021	TRANSPORTATION PLUS, INC.	R	601.00
01	300914	04/21/2021	TRIO SUPPLY COMPANY	R	618.68
01	300915	04/21/2021	TWIN CITY FILTER SERVICE INC	R	140.07
01	300916	04/21/2021	UNITED STATES TREASURER	R	430.00
01	300917	04/21/2021	UPPER LAKES FOODS	R	11,784.42
01	300918	04/21/2021	XCEL ENERGY	R	88.46
01	300919	04/21/2021	ZAHL PETROLEUM MAINTENANCE CO	R	10,990.00
01	300920	04/23/2021	KINECT ENERGY INC	R	33,407.40
01	300921	04/23/2021	PARK ADAM TRANSPORTATION	R	41,372.61
01	300922	04/23/2021	TWIN CITY TRANSPORTATION	R	161,512.67
01	300923	04/23/2021	XCEL ENERGY	R	8,571.96
01	300924	04/23/2021	ALL FURNITURE INC	R	630.00
01	300925	04/23/2021	BRAUN INTERTEC CORP	R	1,496.00

01	300926	04/23/2021	CONTINENTAL CLAY CO	R	2,867.00
01	300927	04/23/2021	COSNEY CORPORATION	R	7,860.00
01	300928	04/23/2021	ECCO MIDWEST INC	R	74,530.00
01	300929	04/23/2021	EMI AUDIO	R	641.20
01	300930	04/23/2021	ENVIROBATE, INC.	R	53,517.48
01	300931	04/23/2021	ICS CONSULTING, INC.	R	77,182.68
01	300932	04/23/2021	INNOVATIVE OFFICE SOLUTIONS LLC	R	15,972.89
01	300933	04/23/2021	INSTITUTE FOR ENVIROMENTAL	R	12,217.49
01	300934	04/23/2021	MCMASTER-CARR SUPPLY	R	2,127.55
01	300935	04/23/2021	NAC MECHANICAL & ELECTRICAL SERVICE	R	700.00
01	300936	04/23/2021	PHILLIP HUCH	R	10,000.00
01	300937	04/23/2021	ROCHON CORPORATION MINNESOTA	R	310,359.67
01	300938	04/23/2021	SHAW-LUNDQUIST ASSOCIATES, INC.	R	560,367.04
01	300939	04/23/2021	TITAN ENVIROMENTAL, INC.	R	57,950.00
01	300940	04/23/2021	ULINE	R	516.16
01	300941	04/23/2021	VELOCITY DRAIN SERVICES INC	R	570.00
01	300942	04/23/2021	WENGER CORPORATION	R	15,069.60
01	300943	04/23/2021	WOLD ARCHITECTS AND ENGINEERS	R	17,724.37
01	300944	04/26/2021	CITY OF RICHFIELD	R	223.30
TOTAL CHECKS & EPAYS					1,964,557.79

CHECK & E-PAY RUNS FOR 05/03/2021 BOARD REPORTS

BANK 05	DATE	AMOUNT
CHECKS	4/15/2021	208,652.33
	4/16/2021	8,360.00
	4/21/2021	279,191.92
	4/23/2021	244,864.64
	4/26/2021	223.30
CONSTRUCTION CHECKS	4/23/2021	1,222,299.13
E-PAY	4/15/2021	966.47

CHECK REGISTER BANK 05 TOTAL =	1,964,557.79
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BREAKDOWN	
01-206-00	416,867.02
02-206-00	86,695.73
03-206-00	234,226.79
04-206-00	13,627.62
06-206-00	1,211,372.13
07-206-00	-
18-206-00	-
20-206-00	1,202.58
21-206-00	565.92
47-206-00	-
BANK TOTAL =	1,964,557.79

RICHFIELD PUBLIC SCHOOLS

Investment Holdings as of
April 28, 2021

Description	Matures	Rate	Cost	General Operating	Agency (Scholarships)	2018A Bond	2018B Bond	OPEB Bond
MN TRUST TERM SERIES	05/25/21	0.04%	10,000,000.00	10,000,000.00	-	-	-	-
TEXAS CAPITAL BANK	06/28/21	0.30%	248,700.00	248,700.00	-	-	-	-
BANK OF CHINA	08/20/21	0.34%	248,100.00	248,100.00	-	-	-	-
CIBM BANK	10/19/21	0.10%	249,600.00	249,600.00	-	-	-	-
SERVISFIRST BANK	10/19/21	0.70%	247,700.00	247,700.00	-	-	-	-
BMO HARRIS BANK, NA	01/26/22	0.28%	4,000,000.00	4,000,000.00	-	-	-	-
WESTERN ALLIANCE BANK / TORREY P	02/04/22	0.20%	249,200.00	249,200.00	-	-	-	-
PREFERRED BANK	02/04/22	0.10%	249,700.00	249,700.00	-	-	-	-
CUSTOMERS BANK	02/18/22	0.11%	249,700.00	249,700.00	-	-	-	-
Capital One, National Association Cert	08/16/21	2.10%	160,000.00	-	160,000.00	-	-	-
US TREASURY N/B	05/15/21	2.36%	1,023,164.05	-	-	1,023,164.05	-	-
MN TRUST TERM SERIES	05/25/21	0.04%	2,000,000.00	-	-	2,000,000.00	-	-
State of Arkansas	06/01/21	2.43%	1,520,460.00	-	-	1,520,460.00	-	-
MEMPHIS-C-BABS	07/01/21	2.68%	312,489.00	-	-	312,489.00	-	-
FEDERAL HOME LOAN BANK	07/14/21	2.40%	959,446.61	-	-	959,446.61	-	-
FEDERAL HOME LOAN BANK	07/14/21	2.40%	479,723.30	-	-	479,723.30	-	-
State of Hawaii	08/01/21	2.45%	357,371.00	-	-	357,371.00	-	-
US TREASURY N/B	08/31/21	2.40%	493,398.44	-	-	493,398.44	-	-
FANNIE MAE	10/07/21	2.45%	481,788.31	-	-	481,788.31	-	-
City & County of Honolulu HI	11/01/21	2.55%	497,605.00	-	-	497,605.00	-	-
MN TRUST TERM SERIES	05/25/21	0.04%	4,000,000.00	-	-	-	4,000,000.00	-
GREAT MIDWEST BANK	08/25/21	2.68%	120,000.00	-	-	-	120,000.00	-
CIBC BANK USA / PRIVATE BANK - MI	08/25/21	2.69%	234,000.00	-	-	-	234,000.00	-
FIRST NATIONAL BANK	08/25/21	2.78%	233,500.00	-	-	-	233,500.00	-
IOWA VLY IA CMNTY CLG	06/01/21	1.55%	587,258.10	-	-	-	-	587,258.10
LANDMARK COMMUNITY BANK	06/30/21	0.07%	249,800.00	-	-	-	-	249,800.00
OXFORD-C-REF	08/01/21	1.70%	300,516.00	-	-	-	-	300,516.00
FIRST CAPITAL BANK	10/07/21	0.10%	249,400.00	-	-	-	-	249,400.00
T BANK, NA	10/12/21	1.51%	100,000.00	-	-	-	-	100,000.00
VERITEX COMMUNITY BANK	01/20/22	0.09%	249,700.00	-	-	-	-	249,700.00
GBC INTERNATIONAL BANK	01/20/22	0.09%	249,700.00	-	-	-	-	249,700.00

RICHFIELD PUBLIC SCHOOLS

Investment Holdings as of
April 28, 2021

Description	Matures	Rate	Cost	General Operating	Agency (Scholarships)	2018A Bond	2018B Bond	OPEB Bond
Bank OZK	02/28/22	2.65%	230,100.00	-	-	-	-	230,100.00
TULSA CO ISD #3-TXBL	04/01/22	2.58%	693,178.90	-	-	-	-	693,178.90
HONOLULU-E-TXBL	10/01/22	1.61%	282,931.00	-	-	-	-	282,931.00
TEXAS ST-C-REF-TXBL	10/01/22	1.61%	784,606.90	-	-	-	-	784,606.90
HONOLULU CITY and CNTY	10/01/22	1.58%	965,371.30	-	-	-	-	965,371.30
ROBBINSDALE ISD-B-REF	02/01/23	0.13%	2,716,236.55	-	-	-	-	2,716,236.55
HAWAII-FA-TXBL	10/01/23	1.62%	882,359.50	-	-	-	-	882,359.50
Total Investments Held			37,156,803.96	15,742,700.00	160,000.00	8,125,445.71	4,587,500.00	8,541,158.25

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, May 3, 2021

SUBJECT: BID AWARD-MILK PRODUCTS
BID AWARD-BREAD PRODUCTS

Recommended by the Superintendent that the Board of Education renew the bid award for the milk product contract for the 2021-22 school year with Plainview Dairy and renew the bread products award with Pan-O-Gold Corporation.

(Prepared by Craig Holje and Michael Manning)

It is recommended that we renew contracts with both Plainview Dairy and Pan-O-Gold based on their products, service and delivery accuracy. Last year we conducted a bid in conjunction with Catalyst Sourcing Solutions and chose both vendors. Michael Manning (Director of Food and Nutrition Services) is recommending both Plainview Dairy and Pan-O-Gold for the renewal of these contracts. The current bid price is within the food service budget for FY21-22.

Agenda Item IV.B

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, May 3, 2021

Subject: PERSONNEL ITEMS
(Recommended by Superintendent)

That the Board of Education approve the following personnel items:

Certified Full Time Resignation

Jacqueline Caldwell – Special Education – RMS
Years in Richfield -1
Effective- 6/11/2021

Andre Benedict – Special Education – RMS
Years in Richfield – 1
Effective – 6/11/2021

Allyson Wolff – Literacy Coach – RDLS
Years in Richfield – 5
Effective – 6/11/2021

Classified Part Time Position For Employment – Paraprofessional

Julie Hughes – 35 hr/wk – SpEd Paraprofessional – Central Education
Effective 4/7/2021

Joan Mithun - 13.75 hr/wk – Managerial Paraprofessional – RSTEM
Effective 4/22/2021

Classified Full Time Position For Employment – Paraprofessional

Keiry Juarez- 40 hr/wk – Clerical Paraprofessional – Richfield High School
Effective 4/26/2021

Classified Part Time Position For Employment – Food and Nutrition Services

Martha Malagon Avila- 25 hr/wk – Kitchen Assistant – Richfield High School
Effective 4/12/2021

Classified Part Time Position for Employment – Facilities and Transportation

Charlie Lovseth – 40 hr/wk – Building Cleaner – Richfield High School
Effective 4/26/2021

Classified Part Time Resignation – Paraprofessional

Sophia Webster – 30 hr/wk – Paraprofessional – Sheridan Elementary
Effective May 12, 2021

Classified Full Time Resignation – Administrative Professional

Amanda Connaire – 40 hr/wk – Management Assistant – District Offices
Effective April 20, 2021

Classified Part Time Resignation – Facilities and Transportation

Robert McCabe – 10 hr/wk – Bus Driver – Bus Garage
Effective 4/2/2021

Classified Full Time Retirement - Administrative Professional

Karen Madsen – 40 hr/wk – Administrative Assistant 10.5 mo – Sheridan Hills
Effective 6/16/2021

Classified Part Time Retirement - Paraprofessional

Nancy Corley – 36.25 hr/wk – SpEd Paraprofessional – Richfield High School
Effective 6/9/2021

OLD BUSINESS – FOR ACTION

Agenda Item V.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, May 3, 2021

Subject: Professional Learning

(Recommended by the Superintendent)

Passage upon a third read of Policy 406: Professional Learning and the accompanying guideline. This policy has been reviewed and updated by the Teaching & Learning Department.

Attachments:

Policy 406: Professional Learning - redlined
Administrative Guideline 406.1 - redlined
MSBA Model Policy 425: Staff Development

RICHFIELD PUBLIC SCHOOLS

PROFESSIONAL LEARNING

I. PURPOSE

The purpose of this policy is to ensure that staff development learning improves student learning by increasing the effectiveness of the learning environment, curriculum, instruction and assessment by supporting full implementation of improvement plans.

II. GENERAL STATEMENT

The Board of Education recognizes that implementation of improvement initiatives and achievement of strategic goals requires related staff development. Much value can accrue from staff participation in professional growth opportunities, with an emphasis on job embedded learning, including in-person and virtual experiences. These experiences which may include, but are not limited to school and classroom visits, formal and informal observations, conferencing, coaching and participation in institutes and workshops. Skills and strategies acquired support continuous evaluation, planning, and improvement of the educational program in alignment with the district improvement plan.

III. BASIC PREMISES

- A. The fundamental purpose of staff development is to improve student learning.
- B. Staff development outcomes shall be consistent with board of education goals and contribute to continuous progress toward these goals.
- C. Staff learning activities will support achievement of proficiency on RPS, performance standards.
- D. The district will maintain district wide and site based processes for professional growth goals and related staff development opportunities.
- E. All district employees (licensed and non licensed) qualify for staff development funding.
- F. Expenditures will be consistent with district and site staff development plans.
- G. Participation will be based on specifically identified administrative and instructional program needs and the focus of the activity will be aligned with district improvement goals.
- H. Participation ~~in requests for~~ staff learning opportunities will be reviewed by Teaching & Learning, and decisions will be based on potential value added ~~to~~

~~teaching and learning rather than an equal per staff allocation reward for past services or on a rotation system and budget considerations.~~

- I. Understandings and learning gained from participation in staff development activities will be shared with other staff.
- J. Staff Development activities will be conducted within budgetary and statutory requirements. (Minnesota Statutes 2000, 122A.60)
- K. Short term leaves of absence with pay may be granted to accommodate participation in professional growth activities.

Legal Reference:

Minn. Stat. 122A.60 (Staff Development)

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

Minn. Stat. § 120B.021 (Required Academic Standards)

Minn. Rules Parts 3501.0370, Subp. 1(B) (Assessment and Scoring Student Achievement)

Cross Reference: Board Policy 452 (Evaluation and Development of Professional Staff)

~~ADOPTED~~ RATIFIED BY THE BOARD OF EDUCATION: July 1, 1996

REVISED BY THE BOARD OF EDUCATION: May 18, 1998; June 19, 2001; April 17, 2006; March 4, 2013; May 3, 2021

RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINES

PROFESSIONAL LEARNING

1. In accordance with M.S. 122A.60, the district shall annually establish a District Staff Development Committee (DSDC), which shall consist of:
 - a. Teachers representing each site committee and a range of grades and subjects (comprise a majority of the DSDC)
 - b. Administrators
 - c. Parents
 - d. Non-teaching staff
2. In accordance with M.S. 122A.60, each school shall annually establish a Building Staff Development Committee, which determines staff development goals and priorities, writes an action plan, ensures alignment of resources with identified district priorities, evaluates effectiveness and completes an annual report.
 - a. The majority of the Building Staff Development Committee shall be teachers representing various grade levels, subject areas, and special education.
3. The DSDC annually develops and adopts district staff development goals, priorities and action plans. Building staff development plans are aligned with district staff development goals.
4. The District Staff Development Committee annually
 - a. Develops a district staff development plan that is consistent with professional performance standards and with education outcomes that the board has determined
 - b. Assists site staff development committees in developing site plans that are consistent with the goals of the district plan
 - c. Evaluates staff development efforts at the site and district levels.
 - d. ~~Completes a report on activity required by MDE~~
 - e. Identifies and helps to implement district-wide staff development opportunities
5. Staff development plans shall address opportunities that are aligned with professional performance standards, to increase the effectiveness of curriculum, instruction and assessment and support full implementation of improvement plans to increase student achievement of academic standards.
6. Staff development plans shall focus on the implementation of Federal, State and local Academic Standards and accountabilities for all students with consideration for identified subcategories of students, including those with special needs.

7. Staff development outcomes shall be consistent with school board education goals and contribute to continuous progress toward these goals as established in M.S. 122A.60:
 - a. Improve student achievement of state and local academic standards using best practice methods
 - b. Meet the needs of a diverse student population
 - c. Provide an inclusive curriculum for a racially, ethnically, and culturally diverse student population that is consistent with state education diversity rule and the district equity plan
 - d. Improve staff collaboration and develop mentoring and peer coaching programs for teachers new to the district
 - e. Teach and model violence-prevention policy and curriculum that address early intervention alternatives, issues of harassment, and teach nonviolent alternatives for conflict resolution
 - f. Provide site-based teams with appropriate management and financial skills
8. The Staff Development Plans must:
 - a. Support stable and productive professional communities achieved through ongoing and school wide progress and growth in teaching practice
 - b. Emphasize coaching, professional learning communities, classroom action research, and other job-embedded models
 - c. Maintain a strong subject matter focus premised on students' learning goals
 - d. Ensure specialized preparation and learning about issues related to teaching students with special needs and limited English proficiency
 - e. Reinforce national and state standards of effective teaching practice
9. Staff development activities must:
 - a. Focus on the school classroom and research based strategies that improve student learning
 - b. Provide opportunities for teachers to practice and improve their instructional skills over time
 - c. Provide opportunities for teachers to use student data as part of their daily work to increase student achievement
 - d. Enhance teacher content knowledge and instructional skills
 - e. Align with state and local academic standards
 - f. Provide opportunities to build professional relationships, foster collaboration among principals and staff who provide instruction, and for teacher-to-teacher mentoring
 - g. Staff learning activities may include curriculum development and curriculum training programs and activities that provide teachers and other members of site-based teams training to enhance team performance

~~10.—Staff Development Reporting: By October 15 of each year, the district and site staff development committees shall prepare a report of the previous fiscal year's staff development activities and expenditures and submit it to the Commissioner of the Department of Education.~~

- ~~a. The district will use the reporting form and/or system designated by the Commissioner and will be signed by the superintendent~~
- ~~b. The report must include assessment and evaluation data indicating progress toward district and site staff development goals based on teaching and learning outcomes, including the percentage of teachers and other staff involved in instruction who participate in effective staff development activities.~~
- ~~c. The report will provide a breakdown of expenditures for:~~
 - ~~i. Curriculum development and curriculum training programs~~
 - ~~ii. Staff development training models, workshops, and conferences~~
 - ~~iii. The cost of releasing teachers or providing substitute teachers for staff development purposes~~

44.10. Richfield Public Schools values continuous staff learning and allocates days for staff learning during the regular contract calendar. Attendance on staff development days is expected to ensure systemic, school wide learning experiences.

a. Staff Development

If attendance at a district sponsored staff development course outside one's regular workday/year is required by the district, participants will be paid for each hour of attendance at the most current curriculum writing/staff development hourly rate as provided in the teacher master contract.

42.11. The following shall pertain to the compensation for Staff Development and/or for Curriculum Writing, which occurs outside the regular work day or school year for teachers.

a. Curriculum Writing

The district will pay the current curriculum writing hourly rate to staff who have received approval for curriculum writing time outside of the regular workday or school year. The district may offer a stipend for staff development in order to eliminate the need for time sheet submittals and allow for greater flexibility for staff to avail themselves of such training. When stipends are offered, the amount of the stipend will be calculated by approximating the actual hours staff is required to be in attendance at the training session multiplied by the curriculum writing/staff development hourly rate.

b. Optional Staff Development

When staff development opportunities are offered to staff beyond their regular workday and participation is voluntary, an "incentive stipend" may be offered in order to encourage, but not require, attendance at such training opportunities. If the stipend is offered, it will be calculated by approximating the actual hours staff is engaged in the activity, multiplied

times the curriculum writing/staff development hourly rate as provided in the most current teacher master contract.

c. College or Board Credit

Staff members are not eligible for the hourly curriculum writing/staff development pay or stipend when they elect to take the course or staff development workshop for college or board credit with the intention of applying such course work for credit on the teacher salary schedule.

Dated: July 1, 1996

Reviewed:

Revised: June 19, 2001; April 17, 2006; March 4, 2013; May 3, 2021

Adopted: _____

MSBA/MASA Model Policy 425

Orig. 2001

Revised: _____

Rev. 2016

425 STAFF DEVELOPMENT

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

I. PURPOSE

The purpose of this policy is to establish a staff development program and structure to carry out planning and reporting on staff development that supports improved student learning.

II. ADVISORY STAFF DEVELOPMENT COMMITTEE AND SITE PROFESSIONAL DEVELOPMENT TEAMS

A. The school board will establish an Advisory Staff Development Committee to develop a Staff Development Plan, assist Site Professional Development Teams in developing a site plan consistent with the goals of the Staff Development Plan, and evaluate staff development efforts at the site level.

1. The majority of the membership of the Advisory Staff Development Committee shall consist of teachers representing various grade levels, subject areas, and special education. The Committee also will include nonteaching staff, parents, and administrators.

2. Members of the Advisory Staff Development Committee shall be appointed by the school board. Committee members shall serve a two-year term* based upon nominations by board members, teachers, and paraprofessionals. The school board shall appoint replacement members of the Advisory Staff Development Committee as soon as possible following the resignation, death, serious illness, or removal of a member from the Committee.

B. The school board will establish the Site Professional Development Teams.

1. Members of the Site Professional Development Teams will be appointed by the school board. Team members shall serve a two-year term* based upon nominations by board members, teachers, and paraprofessionals. The school board shall appoint replacement members of the Site Professional Development Teams as soon as possible following the resignation, death, serious illness, or removal of a member from the Team.

* This time period may be changed to accommodate individual school district needs.

2. The majority of the Site Professional Development Teams shall be teachers representing various grade levels, subject areas, and special education.

III. DUTIES OF THE ADVISORY STAFF DEVELOPMENT COMMITTEE

- A. The Advisory Staff Development Committee will develop a Staff Development Plan which will be reviewed and subject to approval by the school board twice a year.*
- B. The Staff Development Plan must contain the following elements:
 1. Staff development outcomes which are consistent with the education outcomes as may be determined periodically by the school board;

[Note: The board-determined education outcomes for your district could be inserted here.]

2. The means to achieve the Staff Development outcomes;
3. The procedures for evaluating progress at each school site toward meeting educational outcomes consistent with relicensure requirements under Minn. Stat. § 122A.18, Subd. 4;
4. Ongoing staff development activities that contribute toward continuous improvement in achievement of the following goals:
 - a. Improve student achievement of state and local education standards in all areas of the curriculum, including areas of regular academic and applied and experiential learning, by using research-based best practices methods;
 - b. Effectively meet the needs of a diverse student population, including at-risk children, children with disabilities, English learners, and gifted children, within the regular classroom, applied and experiential learning settings, and other settings;
 - c. Provide an inclusive curriculum for a racially, ethnically, linguistically, and culturally diverse student population that is consistent with state education diversity rule and the district's education diversity plan;
 - d. Improve staff collaboration and develop mentoring and peer

* This time period may be changed to accommodate individual school district needs.

coaching programs for teachers new to the school or district;

- e. Effectively teach and model violence prevention policy and curriculum that address early intervention alternatives, issues of harassment, and teach nonviolent alternatives for conflict resolution;
- f. Effectively deliver digital and blended learning and curriculum and engage students with technology; and
- g. Provide teachers and other members of site-based management teams with appropriate management and financial management skills.

5. The Staff Development Plan also must:

- a. Support stable and productive professional communities achieved through ongoing and schoolwide progress and growth in teaching practice;
- b. Emphasize coaching, professional learning communities, classroom action research, and other job-embedded models;
- c. Maintain a strong subject matter focus premised on students' learning goals consistent with Minn. Stat. § 120B.125;
- d. Ensure specialized preparation and learning about issues related to teaching English learners and students with special needs by focusing on long-term systemic efforts to improve educational services and opportunities and raise student achievement; and
- e. Reinforce national and state standards of effective teaching practice.

6. Staff development activities must:

- a. Focus on the school classroom and research-based strategies that improve student learning;
- b. Provide opportunities for teachers to practice and improve their instructional skills over time;
- c. Provide opportunities for teachers to use student data as part of their daily work to increase student achievement;
- d. Enhance teacher content knowledge and instructional skills, including to accommodate the delivery of digital and blended learning and curriculum and engage students with technology;

- e. Align with state and local academic standards;
 - f. Provide opportunities to build professional relationships, foster collaboration among principals and staff who provide instruction, and provide opportunities for teacher-to-teacher mentoring;
 - g. Align with the plan, if any, of the district or site for an alternative teacher professional pay system;
 - h. Provide teachers of English learners, including English as a second language, and content teachers with differentiated instructional strategies critical for ensuring students long-term academic success, the means to effectively use assessment data on the academic literacy, oral academic language, and English language development of English learners, and skills to support native and English language development across the curriculum; and
 - i. Provide opportunities for staff to learn about current workforce trends, the connections between workforce trends and postsecondary education, and training options, including career and technical education options.
- 7. Staff development activities may include curriculum development and curriculum training programs and activities that provide teachers and other members of site-based teams training to enhance team performance.
 - 8. The school district may implement other staff development activities required by law and activities associated with professional teacher compensation models.

[Note: To the extent the school board offers K-12 teachers the opportunity for more staff development training under Minn. Stat. § 122A.40, Subds. 7 and 7a, or Minn. Stat. § 122A.41, Subds. 4 and 4a, such additional days of staff development should include peer mentoring, peer gathering, continuing education, professional development, or other training which enable teachers to achieve the staff development outcomes enumerated above in Section III.B.4.]

- C. The Advisory Staff Development Committee will assist Site Professional Development Teams in developing a site plan consistent with the goals and outcomes of the Staff Development Plan.
- D. The Advisory Staff Development Committee will evaluate staff development efforts at the site level and will report to the school board on a quarterly basis* the

* This time period may be changed to accommodate individual school district needs.

extent to which staff at the site have met the outcomes of the Staff Development Plan.

- E. The Advisory Staff Development Committee shall assist the school district in preparing any reports required by the Department of Education relating to staff development including, but not limited to, the reports referenced in Section VII. below.

IV. DUTIES OF THE SITE PROFESSIONAL DEVELOPMENT TEAM

- A. Each Site Professional Development Team shall develop a site plan, consistent with the goals of the Staff Development Plan. The school board will review the site plans for consistency with the Staff Development Plan twice a year.*
- B. The Site Professional Development Team must demonstrate to the school board the extent to which staff at the site have met the outcomes of the Staff Development Plan. The actual reports to the school board can be made by the Advisory Staff Development Committee to avoid duplication of effort.
- C. If the school board determines that staff development outcomes are not being met, it may withhold a portion of the initial allocation of revenue referenced in Section V. below.

V. STAFF DEVELOPMENT FUNDING

- A. Unless the school district is in statutory operating debt or a majority of the school board and a majority of its licensed teachers annually vote to waive the requirement to reserve basic revenue for staff development, the school district will reserve an amount equal to at least two percent of its basic revenue for: in-service education for violence prevention programs to help students learn how to resolve conflicts within their families and communities in non-violent, effective ways; staff development plans; curriculum development and programs; other in-service education; teachers' workshops; teacher conferences; the cost of substitute teachers for staff development purposes; preservice and in-service education for special education professionals and paraprofessionals; and other related costs for staff development efforts. The school district also may use the revenue reserved for staff development for grants to the school district's teachers to pay for coursework and training leading to certification as either a college in the schools teacher or a concurrent enrollment teacher. In order to receive a grant, the teacher must be enrolled in a program that includes coursework and training focused on teaching a core subject.
- B. The school district may, in its discretion, expend an additional amount of unreserved revenue for staff development based on its needs.
- C. Release time provided for teachers to supervise students on field trips and school activities, or independent tasks not associated with enhancing the teacher's knowledge and instructional skills, such as preparing report cards, calculating

grades, or organizing classroom materials, may not be counted as staff development time that is financed with staff development reserved revenue under Minn. Stat. § 122A.61.

VI. PROCEDURE FOR USE OF STAFF DEVELOPMENT FUNDS

- A. On a yearly* basis, the Advisory Staff Development Committee, with the assistance of the Site Professional Development Teams, shall prepare a projected budget setting forth proposals for allocating staff development funds reserved for each school site. Such budgets shall include, but not be limited to, projections as to the cost of building site training programs, costs of individual staff seminars, and cost of substitutes.
- B. Upon approval of the budget by the school board, the Advisory Committee shall be responsible for monitoring the use of such funds in accordance with the Staff Development Plan and budget. The requested use of staff development funds must meet or make progress toward the goals and objectives of the Staff Development Plan. All costs/expenditures will be reviewed by the school board and/or superintendent for consistency with the Staff Development Plan on a quarterly basis.*
- C. Individual requests from staff for leave to attend staff development activities shall be submitted and reviewed according to school district policy, staff procedures, contractual agreement, and the effect on school district operations. Failure to timely submit such requests may be cause for denial of the request.

VII. REPORTING

- A. The school district and site staff development committee shall prepare a report of the previous fiscal year's staff development activities and expenditures as part of the school district's world's best workforce report.
 - 1. The report must include assessment and evaluation data indicating progress toward district and site staff development goals based on teaching and learning outcomes, including the percentage of teachers and other staff involved in instruction who participate in effective staff development activities.
 - 2. The report will provide a breakdown of expenditures for:
 - a. Curriculum development and curriculum training programs;
 - b. Staff development training models, workshops, and conferences; and

* This time period may be changed to accommodate individual school district needs.

- c. The cost of releasing teachers or providing substitute teachers for staff development purposes.

The report also must indicate whether the expenditures were incurred at the district level or the school site level and whether the school site expenditures were made possible by the grants to school sites that demonstrate exemplary use of allocated staff development revenue. These expenditures must be reported using the uniform financial and accounting and reporting standards (UFARS).

- B. The report will be signed by the superintendent and staff development chair.

Legal References: Minn. Stat. § 120A.41 (Length of School Year; Days of Instruction)
Minn. Stat. § 120A.415 (Extended School Calendar)
Minn. Stat. § 120B.125 (Planning for Students' Successful Transition to Postsecondary Education and Employment; Personal Learning Plans)
Minn. Stat. § 120B.22, Subd. 2 (Violence Prevention Education)
Minn. Stat. § 122A.18, Subd. 4 (Board to Issue Licenses; Expiration and Renewal)
Minn. Stat. § 122A.40, Subds. 7 and 7a (Employment; Contracts; Termination - Additional Staff Development and Salary)
Minn. Stat. § 122A.41, Subds. 4 and 4a (Teacher Tenure Act; Cities of the First Class; Definitions - Additional Staff Development and Salary)
Minn. Stat. § 122A.60 (Staff Development Program)
Minn. Stat. § 122A.61 (Reserved Revenue for Staff Development)
Minn. Stat. § 126C.10, Subds. 2 and 2b (General Education Revenue)
Minn. Stat. § 126C.13, Subd. 5 (General Education Levy and Aid)

Cross References:

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, May 3, 2021

Subject: Interscholastic Athletic and Activity Program & Addition and Deletion of Interscholastic Athletic Offerings

(Recommended by the Superintendent)

A second read of Policy 651: Interscholastic Athletic and Activity Program and the accompanying guideline. This policy has been reviewed and revised by the District Activities Advisory Committee. This policy also now incorporates Policy 652: Addition and Deletion of Interscholastic Athletic Offerings so that it will be one combined policy in the future.

Attachments:

Policy 651: Interscholastic Athletic and Activity Program
Administrative Guideline 651.1
MSBA Model Policy 510: Activities

RICHFIELD -PUBLIC -SCHOOLS

~~INTERSCHOLASTIC~~ -ATHLETIC -AND -ACTIVITY -PROGRAM

I. MISSION

The mission of the Richfield Public Schools ~~co-curricular~~extra-curricular program is to promote healthy youth development through programs that encourage participation, healthy life styles, development of positive attitudes and skills, and a sense of accomplishment.

II. VALUE AND PURPOSES

A. Consistent with the mission of the ~~co-curricular~~extra-curricular program, the Board of Education believes that ~~co-curricular~~extra-curricular activities can be a vital educational experience and can contribute to healthy youth development.

B. The Board of Education recognizes several important purposes for a ~~co-curricular~~extra-curricular program that includes ~~interscholastic~~ athletics and activities:

1. The program should provide students with the opportunity to have fun, learn through competition, learn to respect other participants, and to abide by the rules of the activity.
2. It should provide students and the community an opportunity to develop pride in themselves and their schools.
3. It should aid students in ~~becoming discriminating consumers of~~managing time and priorities in order to enjoy leisure-time activities while promoting refinement and expansion of skills.
4. It should promote and develop the physical, mental and psychological attributes of participants.
5. Finally, the program should develop the self-concept, self-discipline, cooperative spirit, leadership potential, citizenship, and character of the participants.

III. ~~CO-CURRICULAR~~EXTRA-CURRICULAR PROGRAM EXPECTATIONS

A. The school athletic and ~~activity~~-activities program must build on students' desire for participation in ~~athletics and~~ activities. Since each person is unique, it is essential that learners be provided an environment with options and alternatives that reflect student interests.

B. ~~Co-curricular~~Extra-curricular experiences must:

1. Help students to maintain and build understandings, skills and attitudes that contribute to their successful participation; and
2. Nurture self-respect, interests, enthusiasm, physical development, motivation and capacity for enjoyment.

C. The ~~co-curricular~~extra-curricular program shall be reviewed and evaluated on a periodic basis and coaches shall be evaluated annually. The review and evaluation process for the program and coaches shall include opportunities for feedback from parents and students.

IV. EXPECTATIONS REGARDING STUDENT PARTICIPATION

Participation in the ~~co-curricular~~extra-curricular program is a privilege. A student can earn and maintain that privilege by adhering to Minnesota State High School League and school district requirements, as outlined in Administrative Guidelines 651.1. Failure to meet MSHSL and / or local expectations may result in suspension or revocation of participation privileges.

V. EXPECTATIONS OF PROGRAM ADMINISTRATION AND STAFF

A. Administrators and staff designated by the superintendent to administer the athletics and ~~fine arts~~activities programs, along with the coaches and activity advisors, are primarily responsible for attaining ~~co-curricular~~extra-curricular program goals and maintaining program standards. Therefore, these individuals should view themselves as teachers and as role models in the areas of character, behavior and leadership.

B. The Superintendent is authorized to develop administrative guidelines to facilitate implementation of this policy.

C. The policy and administrative guidelines shall be included in a Coaches/Advisors Handbook, which shall be revised regularly.

VI. ADDITION AND DELETION OF ATHLETICS AND ACTIVITIES OFFERINGS

The Board recognizes that student interest in athletics and activities participation changes over time and that offerings available to students must change in response. In addition, the School Board supports the goal of gender equity in athletics and activities programs. Therefore, the School Board charges the Activities Director with the development and implementation of a process to regularly survey student interest regarding offerings. The superintendent is

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1 responsible for the implementation of a process for considering the addition and
2 deletion of athletics and activities.

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4 A. Secondary students will be surveyed at least every other year to
5 determine interest in athletics and activities offerings. The information
6 collected through student surveys will be used to identify potential
7 additions or deletions to offerings. Students also may initiate
8 consideration of program changes through petitions directed to the school
9 principal demonstrating substantial student interest in a particular athletic
10 or activity offering.

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12 B. Potential athletic or activity offering additions will be considered on the
13 following criteria. It is not required that all criteria are met for a new
14 offering to be approved:

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16 1. It will address a gender imbalance in athletic offerings.

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18 2. It will address a gender imbalance in participation rates.

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20 3. There is sufficient interest and ability to sustain a viable
21 program.

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23 4. There is a reasonable expectation of competition and/or
24 participation.

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26 5. The activity is sponsored by the Minnesota State High
27 School League (MSHSL) or there is a reasonable expectation that
28 it soon will be.

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30 6. Appropriate facilities and coaching/supervision are available,
31 or can be provided to accommodate the program.

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33 Athletic or activity programs may be considered for deletion when any of
34 the above criteria no longer are satisfied.

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36 C. Potential athletics and activities program changes will be reviewed
37 initially by the Activities Director and appropriate school principal in light of
38 the above criteria. The Activities Director will obtain feedback from the
39 District Activities Advisory Committee related to any potential program
40 changes. The building principal is responsible for forwarding the requests
41 to the superintendent with a recommendation. The superintendent, in
42 turn, will review the request and forward it with a recommendation and
43 supporting data to the School Board for action. Athletics and activities
44 offerings considered for deletion also will be presented to the School
45 Board with a recommendation and supporting rationale for Board
46 consideration and action.

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48 D. The addition and deletion of levels of competition within an activity will
49 be governed by the number of participants and budget considerations.

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Where the number of participants justifies two or more levels of competition at least one assistant coach/advisor will be provided for each of the levels below varsity. Activities where specific coaching/advising specialties are required may be allocated additional assistant coaches/advisors.

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C. Legal Reference: 20 U.S.C. § 1681 et seq. (Title IX of the Education Amendments of 1972)

~~ADOPTED-RATIFIED~~ BY THE BOARD OF EDUCATION: October 2, 1978

~~AMENDED-REVISED~~ BY THE BOARD OF EDUCATION: June 18, 1990;

December 17, 1990;

February 1, 1999;

September 7, 2004; May 17,

2021

REAFFIRMED BY THE BOARD OF EDUCATION: July 15, 2013

RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINES

~~INTERSCHOLASTIC~~ ATHLETICS AND ACTIVITIES

The purpose of these administrative guidelines is to guide implementation of Board Policy 651, ~~Interscholastic~~ Athletic and Activity Program.

I. REQUIREMENTS FOR PARTICIPATION IN ~~INTERSCHOLASTIC~~ ATHLETICS AND ACTIVITIES:

- A. In order to participate in ~~interscholastic activities~~athletics or activities governed by the Minnesota State High School League, a student must meet all of the eligibility requirements as defined in Sections 100 and 200 of the Minnesota State High School League Bylaws.
- B. In addition, a student must earn at least five (5) credits per semester toward graduation or have the equivalent accumulated credits.

II. ~~CO-CURRICULAR~~EXTRA-CURRICULAR PROGRAM REVIEW AND EVALUATION

- A. A review and evaluation of the ~~co-curricular~~extra-curricular program shall be conducted in conjunction with the rotational review of Board Policy 651 and administrative guidelines 651.1.
- B. The review process shall include opportunities for participation and formal written input from students and parents.
- C. The Coaches / Advisors Handbook shall be revised to reflect changes in the ~~co-curricular~~extra-curricular program, policies and guidelines resulting from the program review and evaluation.

III. EVALUATION OF COACHES / ACTIVITY SUPERVISORS

A formal evaluation shall be completed at the end of the athletic season or activity, and shall include the following components:

- A. The head coach or activity supervisor will submit a report to the ~~athletic/ activity administrator~~Activities Director that includes information pertaining to student participation, accomplishments in relation to goals, an evaluation of assistant coaches / activity supervisors, and suggestions for program improvement.
- B. The ~~designated athletic / activity administrator~~Activities Director will complete a written evaluation of the head coach / activity supervisor, based on multiple sources of information, including the report referenced

in III.A above, observation records, and feedback from students, parents, and others familiar with the program or activity.

- C. The ~~designated athletic / activity administrator~~Activities Director shall include all necessary forms for evaluation and reporting in the Coaches / Advisors Handbook.

IV. COMMUNICATIONS

- A. The ~~athletic / activity administrator~~Activities Director is expected to provide relevant information about the interscholastic athletic and activity program to coaches and activity supervisors, students, parents, and the public.
- B. The Superintendent authorizes the ~~athletic administrator~~Activities Director and coaches to develop a statement of philosophy and beliefs, provided that the statement is aligned with Board Policy 651. ~~A copy of a philosophy statement contained in the Coaches Handbook is appended to these administrative guidelines.~~
- C. Feedback and ideas from parents, students, and interested community members will be obtained in conjunction with the ~~co-curricular~~extra-curricular program review described in Section I above, with opportunities for additional feedback via student surveys, written correspondence, telephone calls and conferences.

Dated: September 7, 2004
Reviewed: July 15, 2013
Revised:

Reference: Minnesota State High School League Official Handbook

APPENDIX
ATHLETIC PROGRAM PHILOSOPHY

The following statement was developed by coaches and is included in the Coaches Handbook:

We believe that the opportunity for participation in a wide variety of student-selected activities is a vital part of the student's educational experiences. This participation is a privilege that carries with it responsibilities to the school, other participants and the community. The purpose of ~~the~~ athletics and activities program is to provide experiences that help young people to develop physically, mentally, socially and emotionally.

Athletics and a Activities should be available to all students who develop an interest in participating, regardless of their individual abilities. Accordingly, whenever feasible, appropriate skill levels should be established within athletics and activities, so students may become involved regardless of their level of skills.

Leadership should be of the highest quality and exemplify the type of behavior, which the program attempts to develop. Leadership success is measured in terms of the goals of the athletic and ~~/~~ activity program rather than solely on the victories or defeats. Coaches, advisors or sponsors will provide guidance in the development of good sportsmanship, cooperation, leadership and self-actualization.

It is intended that the athletic ~~/~~ and activities programs be conducted in accordance with existing Board of Education policies and guidelines. Winning is considered a worthy goal, but good sportsmanship and the wellbeing of participants are considered more important. The programs are, at all times, to be conducted in such a manner as to justify ~~it~~ them as ~~an~~ educational activitiesiesy.

Dated: September 7, 2004

Reviewed: July 15, 2013

Adopted: _____

MSBA/MASA Model Policy 510

Orig. 1995

Revised: _____

Rev. 2019

510 SCHOOL ACTIVITIES

I. PURPOSE

The purpose of this policy is to impart to students, employees, and the community the school district's policy related to the student activity program.

II. GENERAL STATEMENT OF POLICY

School activities provide additional opportunities for students to pursue special interests that contribute to their physical, mental, and emotional well-being. They are of secondary importance in relationship to the formal instructional program; however, they complement the instructional program in providing students with additional opportunities for growth and development.

III. RESPONSIBILITY

- A. The school board expects all students who participate in school-sponsored activities to represent the school and community in a responsible manner. All rules pertaining to student conduct and student discipline extend to school activities.
- B. The school board expects all spectators at school sponsored activities, including parents, employees, and other members of the public, to behave in an appropriate manner at those activities. Students and employees may be subject to discipline and parents and other spectators may be subject to sanctions for engaging in misbehavior or inappropriate, illegal, or unsportsmanlike behavior at these activities or events.
- C. The superintendent shall be responsible for disseminating information needed to inform students, parents, staff, and the community of the opportunities available within the school activity program and the rules of participation.
- D. Those students who participate in Minnesota State High School League (MSHSL) activities must also abide by the league rules. Those employees who conduct MSHSL activities shall be responsible for familiarizing students and parents with all applicable rules, penalties, and opportunities.
- E. The superintendent shall be responsible for conducting an annual evaluation of school activity programs and presenting the results and any recommendations to the school board.
- F. The school board will ensure that any funds raised for extracurricular activities will be spent only on extracurricular activities.

Legal References: Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)

Cross References: MSBA/MASA Model Policy 503 (Student Attendance)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 713 (Student Activity Accounting)

NEW BUSINESS – FOR REVIEW

Agenda Item VI.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, May 3, 2021

Subject: Provision for Alternative Instruction

(Recommended by the Superintendent)

A first read of Policy 611: Provision for Alternative Instruction and the accompanying guideline.

Attachments:

Policy 611: Provision for Alternative Instruction
Administrative Guideline 611.1

RICHFIELD PUBLIC SCHOOLS

PROVISION FOR ALTERNATIVE INSTRUCTION

The Richfield Board of Education believes in the inclusion of all students, to the maximum extent possible, in the mainstream of school and classroom life and experience. The Board recognizes, however, that there may be parents, guardians or adult students who believe that some alternative organizational arrangement for instruction and/or alternative instructional media/materials may be required to serve the best interests of their children or themselves.

A parent/guardian or adult student, 18 years of age, can make reasonable arrangements with school personnel for alternative instruction.

Alternative instruction may be provided by the parent, guardian, or adult student if the alternative instruction, if any, offered by the school board does not meet the concerns of the parent, guardian, or adult student. The school board is not required to pay for the costs of alternative instruction provided by a parent, guardian, or adult student. School personnel may not impose an academic or other penalty upon a student merely for arranging alternative instruction. School personnel may evaluate and assess the quality of the student's work. (Minnesota Statute §120B.20.)

Adopted by the Board of Education: June 6, 1994

Amended by the Board of Education: March 17, 1997, December 17, 2001

Reaffirmed by the Board of Education: August 12, 2013

Legal References: Required by Minnesota Statute §120B.20

Cross References: Related district policies

RICHFIELD PUBLIC SCHOOLS

Administrative Guidelines

PROVISION FOR ALTERNATIVE INSTRUCTION

Typically, there will be one of two reasons for requesting alternative materials or instructional arrangements. The first is based in knowledge of available research and successful instructional practice indicating that some children may learn more effectively within an alternative structure. The other is related to religious belief and the cultural and lifestyle practices derived therefrom.

When considering requests for alternative instructional arrangements, the following will be used as a guide.

1. Persons making the request for an alternative organizational arrangement for instruction have the obligation of providing evidence that such an arrangement is a viable educational alternative to that provided by the Board.
2. If the alternative arrangement involves the creation of a class, a class will only be created if there is evidence of sufficient prospective enrollment to make it fiscally viable.
3. There must be sufficient and appropriate facilities in the district to accommodate the new arrangement.
4. The course content for the alternative instructional program must be congruent with state law and district policies.
5. The alternative program must not result in additional costs to the district for staffing or instructional materials and supplies.
6. The requested alternative to traditional instructional arrangements will be open to all students on a first-come first-served basis.
7. Persons who wish to enroll their children in the alternative instructional arrangement will be responsible for transporting the students to and from school unless such transportation can be accommodated on regularly established routes.
8. The program offered within the alternative arrangement may only exclude course material and teaching methodology which is clearly in conflict with the religious beliefs and cultural practices of the parents and students involved.
9. The Board will not approve arrangements which establish de facto segregation along racial, religious, ethnic or gender lines nor which would constitute an accommodation of religion in violation of the Constitution.

10. No religious and/or cultural practices may be taught except as permitted by law and district policy.
11. Persons requesting alternative arrangements will be responsible for obtaining any required permissions/exemptions from state rules or regulations.
12. The school board is not required to pay for the costs of alternative instruction provided by a parent, guardian or adult student (Minnesota Statute §120b.20).

Dated: March 17, 1997
Reviewed: August 12, 2013
Revised: December 17, 2001

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, May 3, 2021

**SUBJECT: TERMINATION AND NONRENEWAL OF PROBATIONARY
TEACHING CONTRACTS**

(Recommended by Superintendent)

That the Board of Education approve the resolution relating to the termination and nonrenewal of probationary teaching contracts.

Background Information

See attached.

Agenda Item VI.B.

RESOLUTION RELATING TO TERMINATION AND NONRENEWAL OF THE TEACHING CONTRACTS OF THE FOLLOWING PROBATIONARY TEACHERS

FULL TIME

Jacqueline Wilkie	Spec ED/DCD
Bonnie Frieden	Science
Matthew Finnesgard	Spec Ed EBD
Michelle Davis	School Social Worker
Jon Drummond	Math
Molly Timmerman	Art
Sarah Gacek	Grade 1
Cara Kemnitz	Literacy Intervention
Abigail Cromie	Spec Ed EBD
Lindsey Bunting	Kindergarten
Chelsea Johnson	Kindergarten
Christina Eberly	School Social Worker
Daniel Bergthold	Grade 5

WHEREAS, the above named are probationary teachers in Independent School District 280.

BE IT RESOLVED, by the school board of Independent School District 280, that pursuant to Minnesota Statutes 122A.40, Subdivision 5, that the teaching contracts of the above named, who are probationary teachers in Independent School District 280, be hereby terminated at the close of the current 2020-2021 school year.

BE IT FURTHER RESOLVED that written notice be sent to said teachers regarding termination and nonrenewal of their contracts.

May 3, 2021 Board Action

NEW BUSINESS - FOR ACTION

Agenda Item VI.C.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, May 3, 2021

Subject: Donations

(Recommended by the Superintendent)

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

The RPS General Fund received donations of \$25.00 from Michelle Burnside of Richfield and \$10.00 from Lisa Ferrara of Freehold, NJ.

The RPS Sunshine Fund received a donation of \$100.00 from Amber Knight of Mint Hill, NC in honor of Gabe London.