

INDEPENDENT SCHOOL DISTRICT NO. 283

6311 Wayzata Blvd
St. Louis Park, Minnesota
Monday, January 11, 2021 6:30 PM
Online Meeting

AGENDA

1. **CALL TO ORDER**
2. **ELECTION OF 2021 SCHOOL BOARD OFFICERS**
3. **APPROVAL OF AGENDA**
4. **SUPERINTENDENT'S REPORT**
5. **DISCUSSION ITEMS**
 - A. Language Arts and Literacy Update 2
 - B. Construction Update 10
 - C. Safe Learning Plan Update 31
 - D. 2021 Pay Equity Report 60
 - E. Policy Development - Second Reading 601 School District Curriculum and Instruction Goal, 603 Curriculum Development, and 515 Protection and Privacy of Pupil Records 80
6. **CONSENT AGENDA**
 - A. ORGANIZATION OF THE SCHOOL BOARD 109
7. **ACTION AGENDA**
 - A. 2021 Pay Equity Report Approval
 - B. Approval of Second Reading of Policies 601 School District Curriculum and Instruction Goal, 603 Curriculum Development, and 515 Protection and Privacy of Pupil Records
 - C. Approval of 2021 School Board Compensation 112
 - D. 2020-21 and 2021-22 School Board Meeting Dates 113
 - E. School Board Liaisons 114
8. **COMMUNICATIONS AND TRANSMITTALS**
9. **ADJOURNMENT**

January 11, 2021

Language Arts and Literacy: Curriculum and Instruction Review Update



Personal, Local, Immediate -
Keep a Spotlight on Race -

Gather Multiple Perspectives -
Establish Parameters -

Establish A Racial Equity
Transformation Plan -

PHASE I: LOOKING INWARD *KNOW THYSELF*

- Teacher Self-Reflection
- Examine Disaggregated Data
- Hear and Reflect upon Students Voice and Community Input
- Unpack Standards
- Driven by R.E.P. Statements
- Intersection of IB, AP, & Immersion & CRP
- Engage in Courageous Conversation

PHASE II: LOOKING AROUND *DISTINGUISH KNOWLEDGE FROM FOOLISHNESS*

- Research and Visit Regional, National, and International Exemplars
- Engage Scholars of Culturally Relevant Pedagogy, Content Specific Pedagogy and Tech Enrichment
- Establish Criteria for Adopting New Materials (Pilot Curriculum or PD)
- Engage in Courageous Conversation

PHASE III: LOOKING OUTWARD *BUILD FOR ETERNITY*

- Develop Content Area Belief Statements
- Adopt New Curriculum with Fidelity or Engage in Curriculum Writing
- Establish Collaborative Team and PD Plans
- Develop 3, 5, and 8 year benchmarks
- Engage in Courageous Conversation



curriculum and instructional development timeline

	17-18	18-19	19-20	20-21	21-22	22-23	23-24	24-25	25-26	26-27	27-28
Art						1	2	3			
Career/Tech Ed	<input type="checkbox"/>				1	2	3				
Design/Media							1	2	3		
Language Arts and Literacy			1	2	3					1	2
Health/PE					1	2	3				
Mathematics		1	2	3					1	2	3
Music							1	2	3		
Science			1	2	3					1	2
Social Studies				1	2	3					1
World Language		1	2	3					1	2	3



Design Team

Callie Hefstad

Evelyn Lashley

Bekah Noble

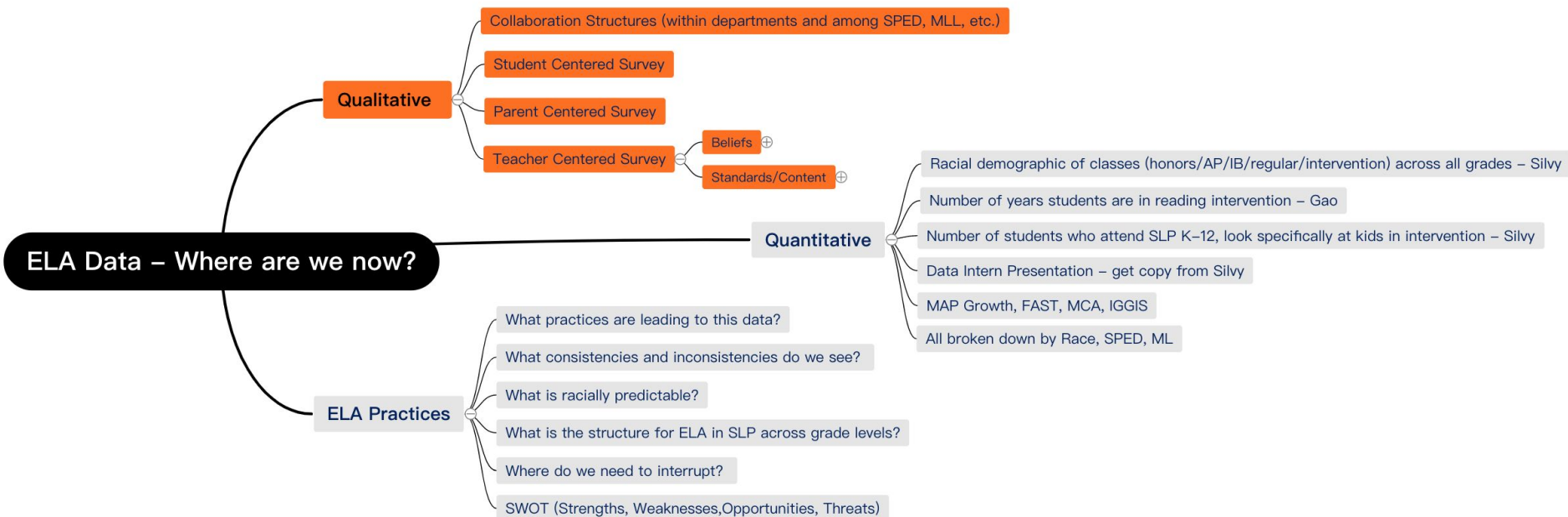
Nikki Patel

Kelsey Rohde

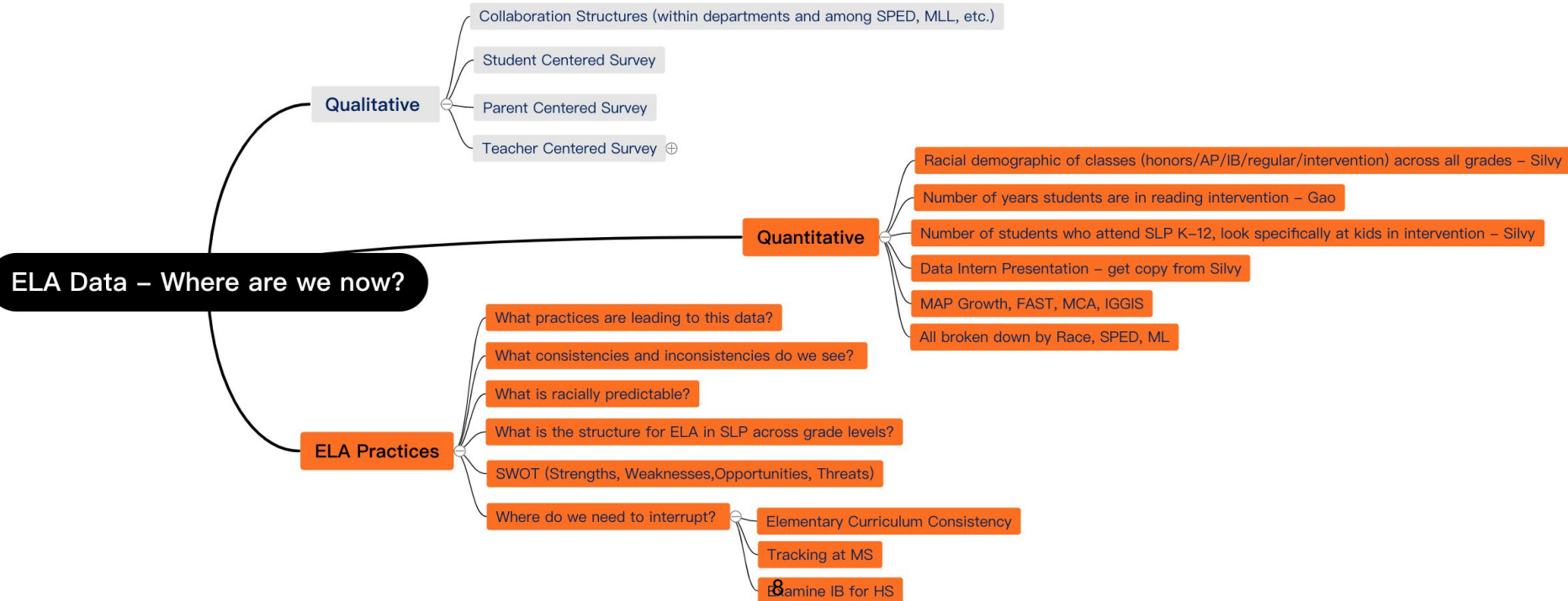
RACIAL EQUITY PURPOSE STATEMENT

All young people who attend SLP schools will have access to and develop foundational reading and real-world writing skills that empower them to think critically, communicate their ideas clearly and creatively, and “critique the system they are growing up in” (Dr. Gloria Ladson-Billings). All students will experience windows and mirrors through the texts they read, and, therefore, become curious, independent readers. Finally, assessment will be reimaged so that all students are empowered to make mistakes and take risks, reflect on feedback, and celebrate the process of reading and writing.

Our Current Work



Our Future Work





Questions?



St. Louis Park Public Schools 2020/2021 Construction Projects

SLP FACILITY/CONSTRUCTION
DEPARTMENT
JANUARY 2021



Summer 2020 Project Overview SLP Schools

SLP FACILITY AND CONSTRUCTION DEPARTMENT
JANUARY 2021



Susan Lindgren Elementary

A T S + R

Classroom and Kitchen Renovation



12

Media Center



Typical Classroom



Kitchen



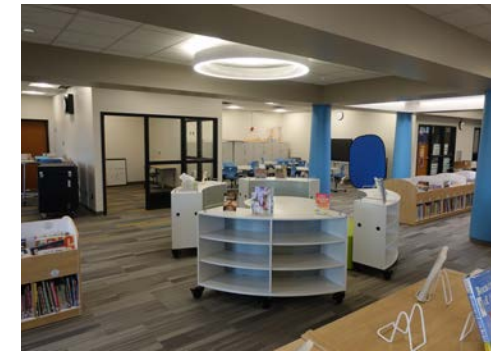
Peter Hobart Elementary

A T S + R

Classroom and Kitchen Renovation



Typical Classroom



Media Center



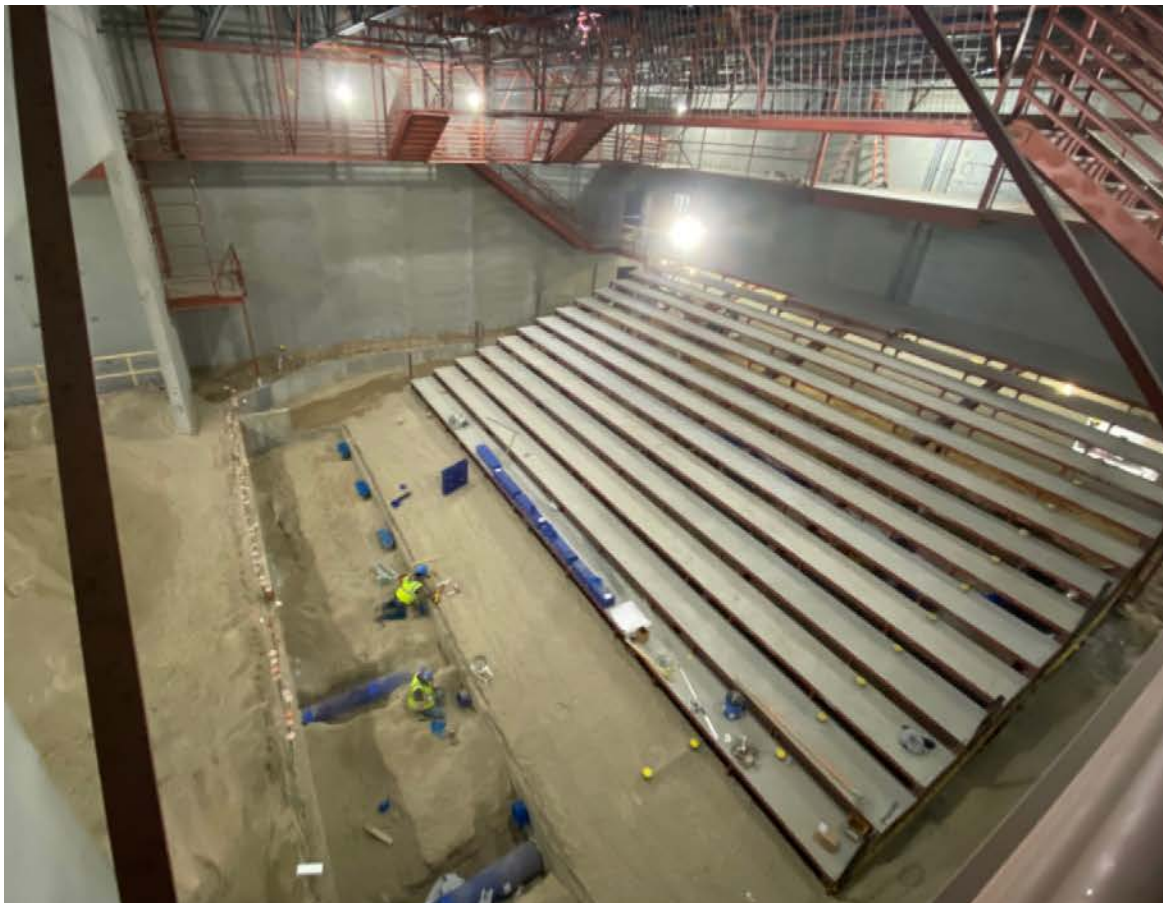
Kitchen



St. Louis Park Middle School



Auditorium & Kitchen/Lunchroom Construction Progress



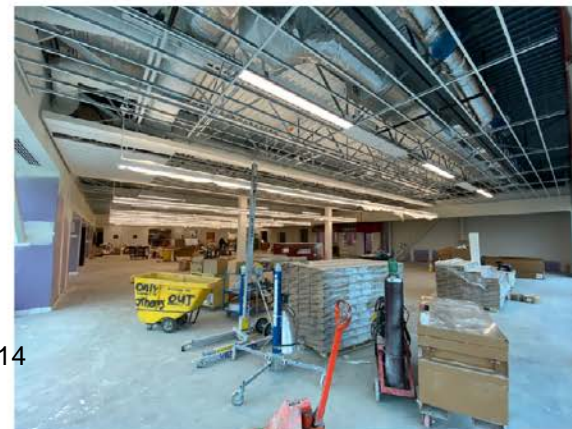
Auditorium Theater Seating & Catwalk



Prep for Coiling Doors at A La Carte



New Freezer



Cafeteria Lighting & Ceiling Grid



Kitchen Cooler Area



Central Community Center



CUNNINGHAM
GROUP



KRAUS-ANDERSON®

Early Childhood Renovation at Central Community Center



15

Waiting Area



Entrance 13



St. Louis Park High School

292DesignGroup



High School Gym Floor Replacement Project



16





St. Louis Park High School

292DesignGroup



High School Theater Rigging and Stage Renovation





Remaining Referendum and Future Planning Projects

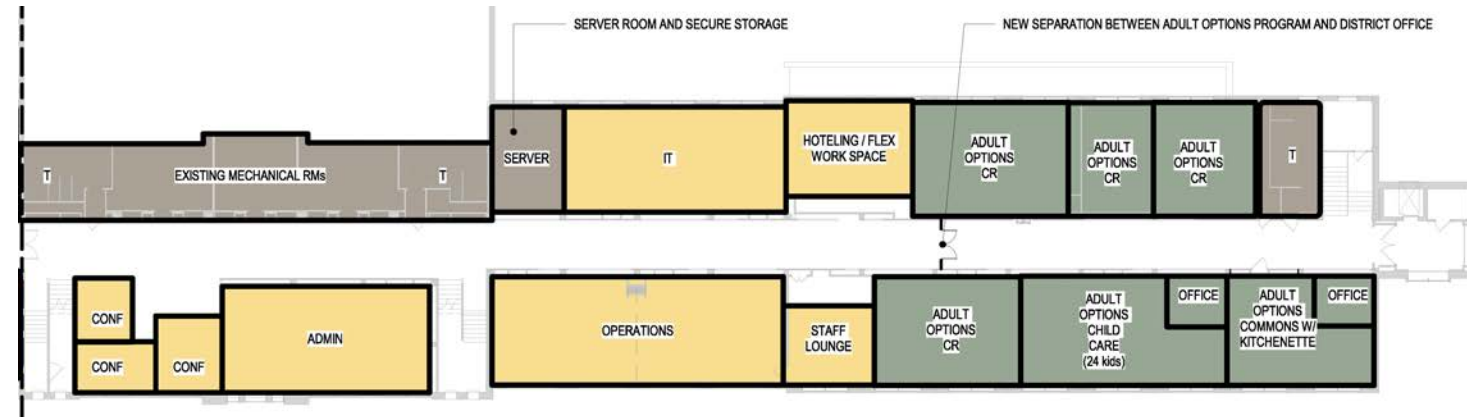
SLP FACILITY AND CONSTRUCTION
DEPARTMENT
JANUARY 2021



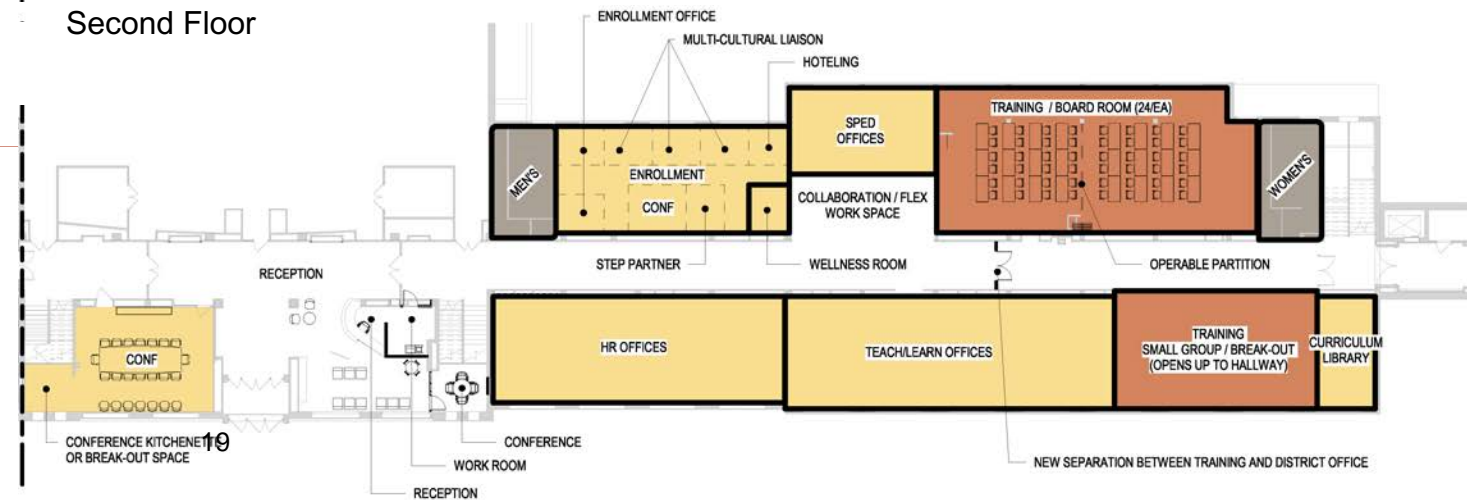
Central Community Center



Schematic Plans of District Office Move to Central



Second Floor



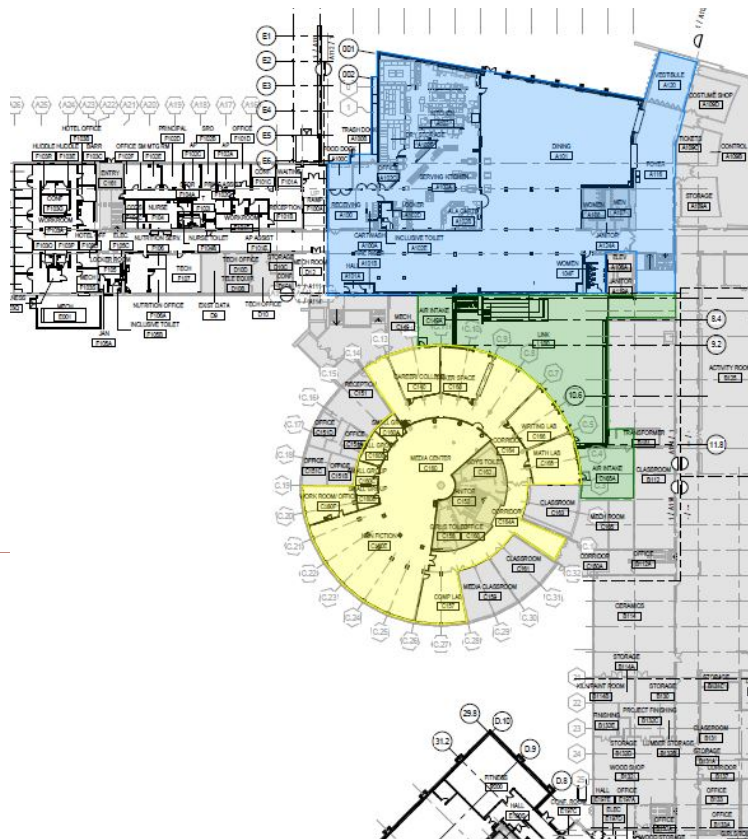
First Floor



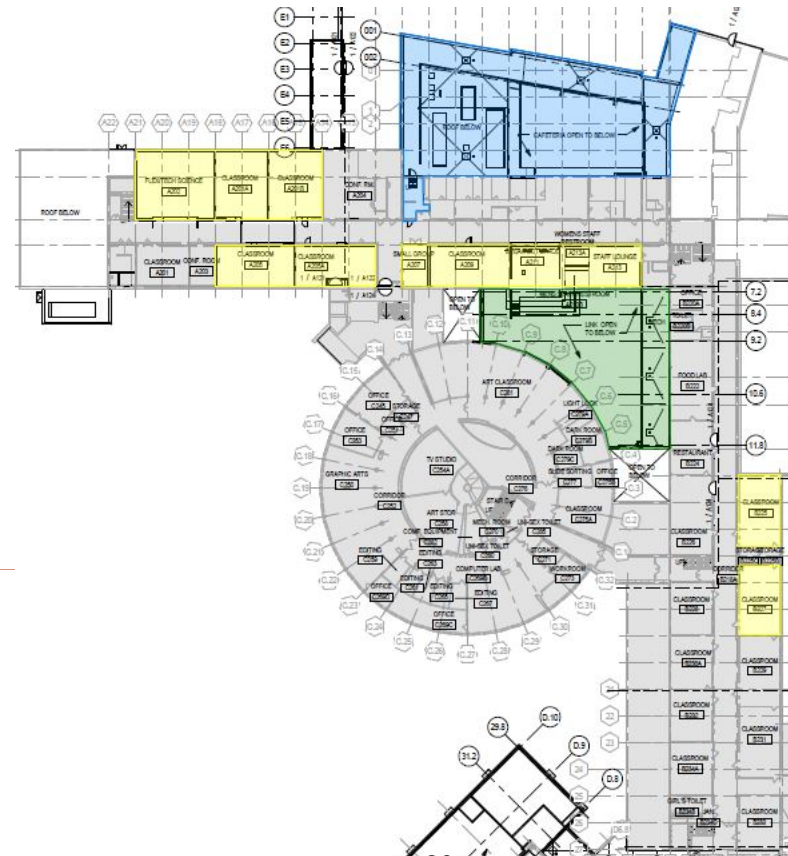
St. Louis Park High School



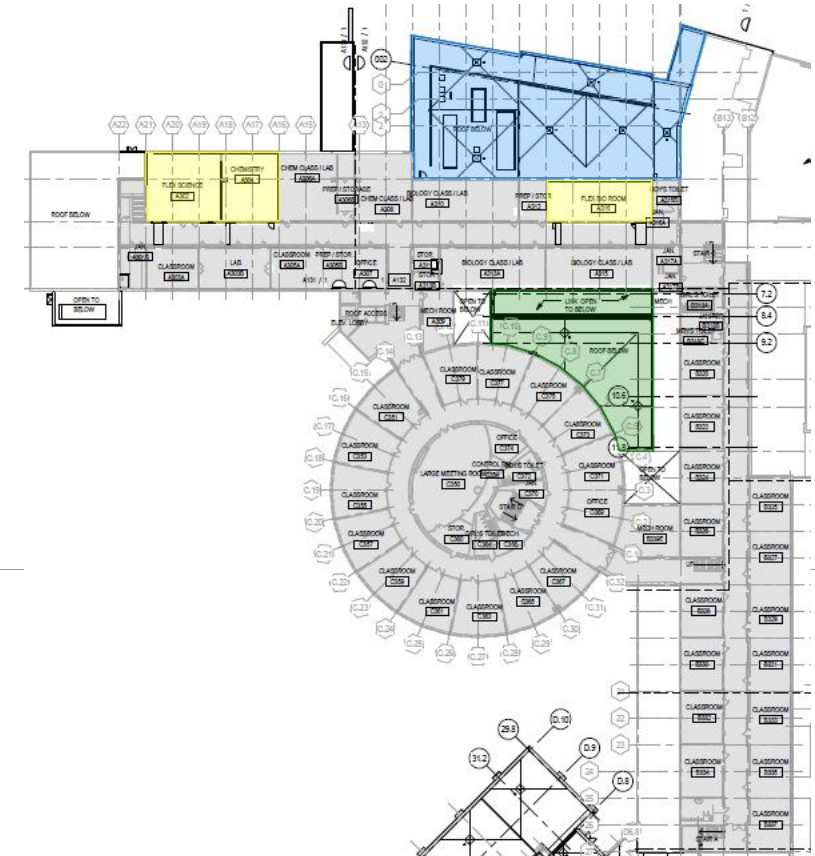
HS Kitchen, Media Center, Classroom, and Link Project



First Floor



Second Floor



Third Floor



St. Louis Park High School



CUNNINGHAM
GROUP



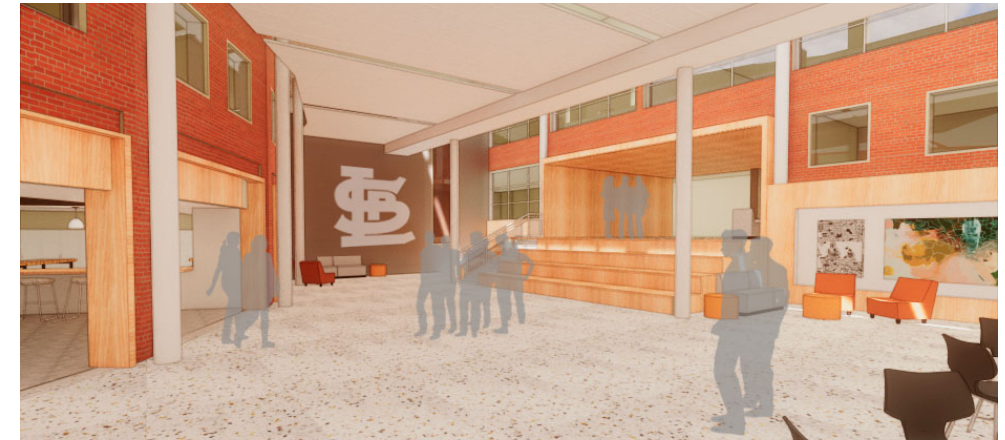
KRAUS-ANDERSON®

Schematic of HS Projects



21

Genius Bar Media Center



Learning Stair Link



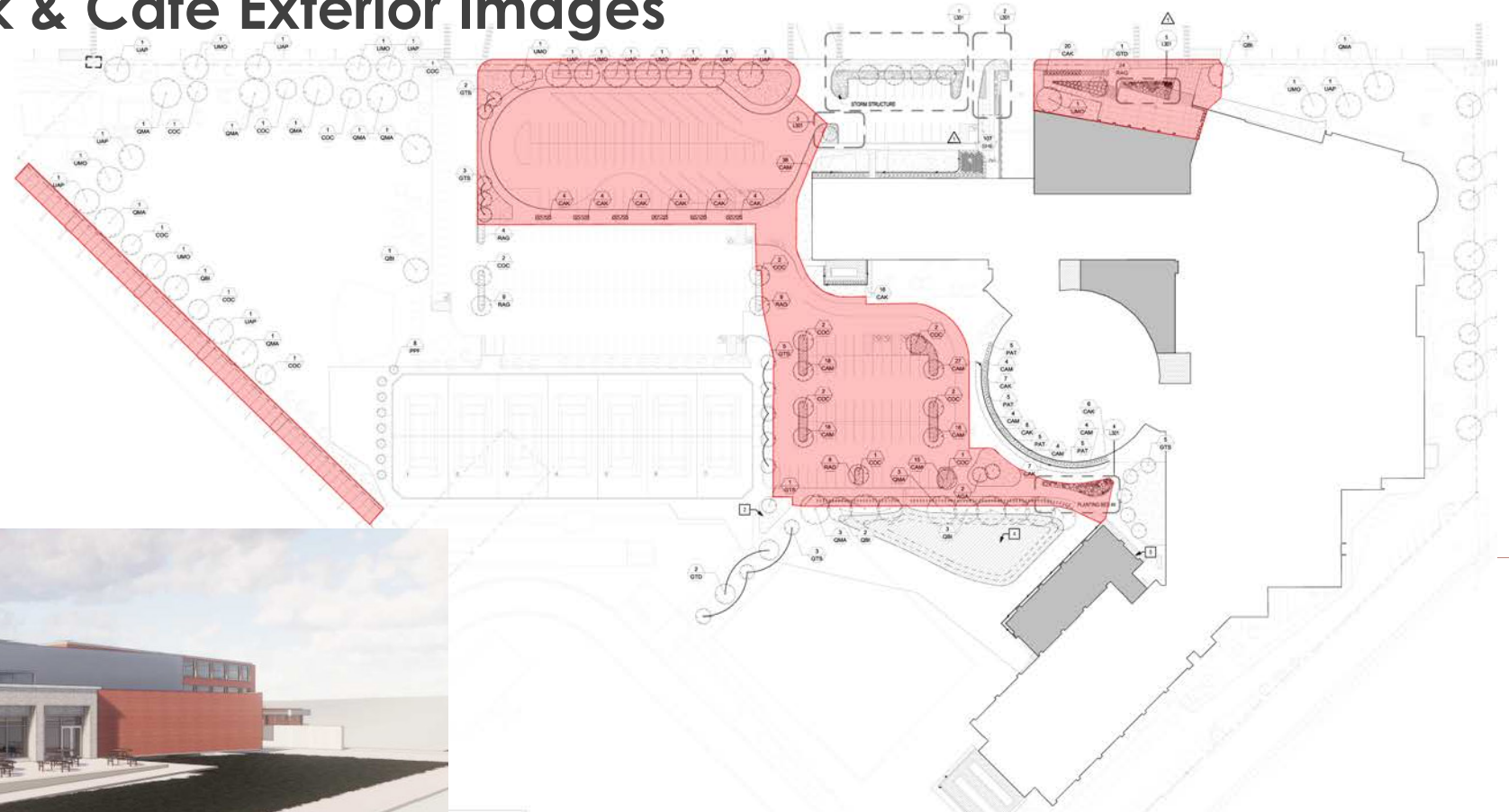
Porch Cafe



St. Louis Park High School



HS Sitework & Café Exterior Images

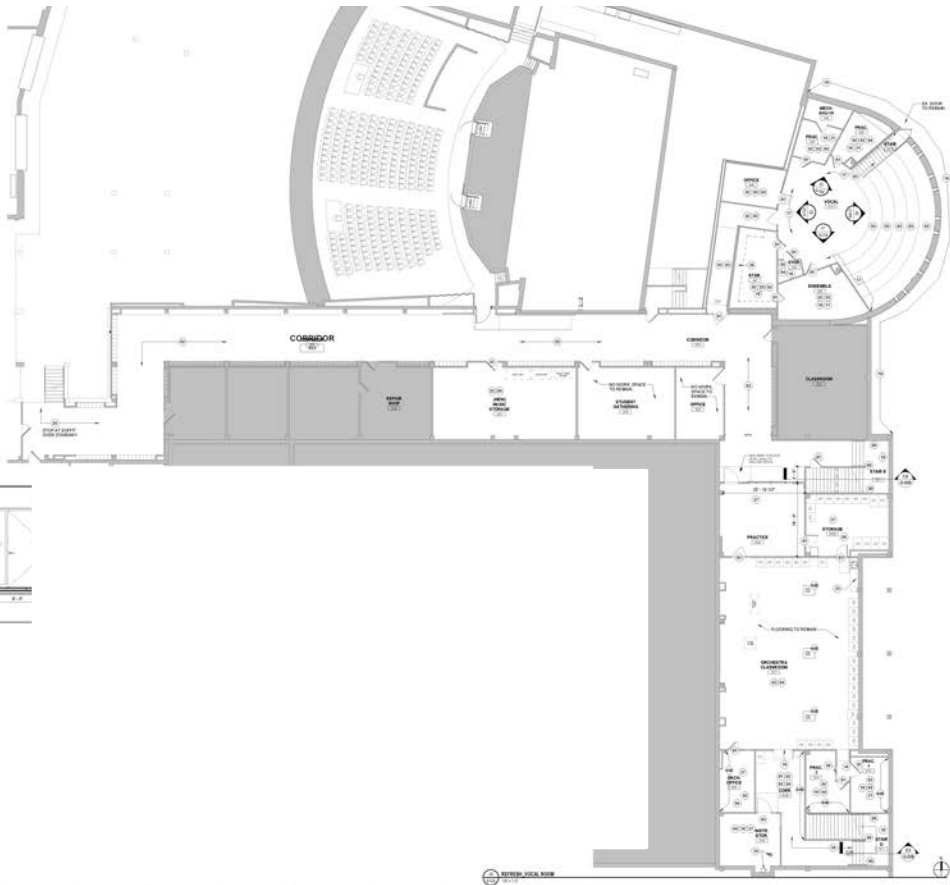




St. Louis Park High School

Future Planning of HS Music Room Renovations

292DesignGroup



Vocal Room Refresh

- Finishes & Lighting

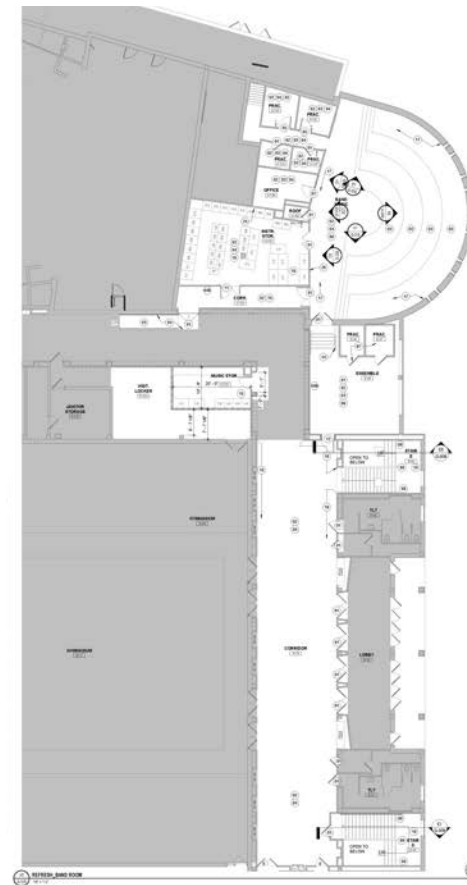
Orchestra Room Refresh

- Finishes & Lighting
- Acoustical Treatment
- Instrument Storage
- Practice Room Expansion
- Accessibility Improvements

Room Modifications for Music Storage & Dressing Rooms

- Finishes & Lighting

23



Band Room Refresh

- Finishes & Lighting
- Instrument Storage
- Practice Room Accessibility Improvements
- Music Storage Expansion

Dakota Foyer Refresh

- Finishes & Lighting

All Areas

- Mechanical System Upgrades to meet code & improve efficiency

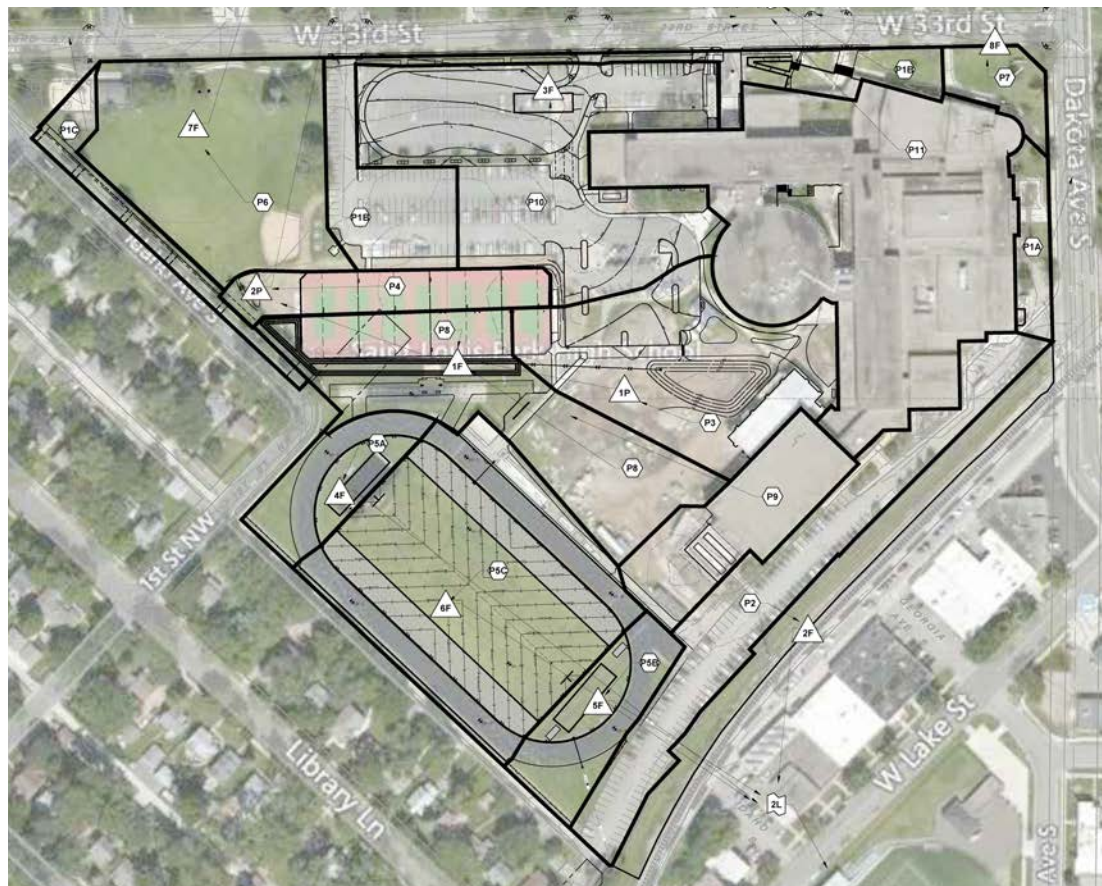


St. Louis Park High School

AJA
Anderson-Johnson
Associates,
Inc.

292DesignGroup

Track & Turf Project



- Project Scope:
- Storm water Management
 - New Track
 - Artificial Turf
 - Building Improvements
 - New Spirit Wall



Obstacles for Remaining Referendum Projects in 2021

SLP FACILITY AND CONSTRUCTION
DEPARTMENT
JANUARY 2021



St. Louis Park Schools

Budget Obstacles IN 2021/2022

2021/2022 Budget issues that St Louis Park Schools will be dealing with are not unique to this school district. This has been industry-wide for many school and government projects the last few years.

- For the last few years, **construction cost index has been over 6%/year pre-Covid**, which is higher than the 20-year average of approximately 3.63%.
- **Some trades had even more significant increases** such as, demo, concrete, masonry, carpentry, mechanical, plumbing, and electrical. Those trades also make up a large share of the contractors for the addition portions to the schools.
- The large increase has been caused by many factors in the Twin Cities market including, but not limited to, **an abundance of construction projects and workforce shortages**.
- **COVID 19** has also added a new wrinkle with such issues as **supply chain interruptions** (caused by plant shutdowns) and a ²⁶**reduction in worker productivity** (social distancing or workforce quarantining due to a positive test or possible exposure).



St. Louis Park Schools Facilities Projects

Example of Increase of Mechanical Costs from 2018 to 2020

Trane Companies provided the following analysis of chiller costs

Chiller prices for work completed in 2018:

- Park Spanish Immersion \$490,000
- Peter Hobart Elementary \$462,000
- Susan Lindgren Elementary \$571,000

Chiller prices in 2020/2021 (estimated):

\$558,000
\$528,000
\$651,000

Chiller equipment has increased 5%/year, with Trane overall equipment portfolio going up between 2-5% each year depending on product segment.

Labor with Trane averages 3.5% annually (pipefitters/BAS techs/PM's etc)
Subcontractors are union so similar increases would be anticipated

Lead Time on chillers 2018 (9) weeks

Current Lead Time on chillers (12) weeks



St. Louis Park Schools Facilities Projects

Remaining Projects for Completing Referendum Scope of Work

Project Name	Approved Budget	New estimate	Year
1. HS Kitchen Renovation and Addition	6.4 million	8.7 million	2022
2. HS Classroom Upgrades (10 Classrooms)	3 million	5.5 million	2022
3. HS Media Center Renovation	5.5 million	6.7 million	2022
4. HS Student Commons	2.9 million	6.6 million	2022
5. District Office Move to Central	1.6 million	2.1 million	2022
6. ABE Move to Central	1.1 million	1.6 million	2022

Total	20.5 million	31.2 million
-------	--------------	--------------

Short (10.7 Million to complete the projects above)

Spent to date (Referendum Funds)	84.5 million
----------------------------------	--------------

²⁸
105.0 million

The 14 million LTFM funding for the MS, Elementary Schools, and Early Childhood will be used as stated to the MDE two years ago on our IAQ/Unexpected costs submittals (ex. Soil remediation, steel costs, M/E Costs, and labor).



St. Louis Park Schools Facilities Projects

Future HS Planning Budget Estimate for Band and Track/Field Projects

Projects in Process:

Estimated Budget

- | | |
|-------------------------------|-------------|
| • HS Band Renovation Project | 4.3 million |
| • HS Track & Field Renovation | 9.7 million |

Other Projects to Consider:

- | | |
|---------------------------|--------------|
| • HS Classroom Renovation | 11.5 million |
| • MS Classroom Renovation | 13.5 million |

Continue to look at LTFM IAQ Upgrades for all sites that have not been completed



Questions

SLP FACILITY AND CONSTRUCTION DEPARTMENT
JANUARY 2021

Safe Learning Plan Update

Astein Osei, Superintendent



Early Learning & Elementary Safe Learning Plan

Date	Transition Event
January 11, 2021	Check in on the preparation for early learning and elementary Distance Learning Academy and full-day in-person learning
January 13-20, 2021	Utilize transition time for progress reporting, staff preparation/professional development and Family Connect Time
January 19, 2021	Early Learning in-person learning begins
January 21, 2021	Implement elementary Distance Learning Academy and full-day in-person learning starting for students in grades E-2
February 1, 2021	Implement elementary Distance Learning Academy and full-day in-person learning starting for students in grades 3-5 (Students in grades 3-5 will remain with their 1st semester teacher until February 1 transition date.) 32



Secondary Safe Learning Plan

Date	Transition Event
January 4, 2021	Continue distance learning for students in grades 6-12
January 4, 2021	Resume High School athletics
January 11, 2021	Re-evaluate secondary educational delivery model



Transitioning secondary students to a less restrictive model

Middle & High School

Middle school and high schools will follow the same protocol and parameters listed in steps one through five of the Safe Learning Plan to determine their learning models. Middle and high schools must either follow the plans they have shared with families about their learning model, or they can choose a more restrictive model.

Learning Model Parameters

Number of cases per 10,000 over 14 days, by county of residence	Learning Model
0-9	In-person learning for all students
10-19	In-person learning for elementary students; hybrid learning for secondary students
20-29	Hybrid learning for all students
30-49	Hybrid learning for elementary students; distance learning for secondary students
50+	Distance learning for all students

How do schools determine their safe learning model?

STEP 1

Minnesota Department of Health (MDH) will use data from counties to determine a base learning model for public schools.

STEP 2

Minnesota Department of Education (MDE) will share county data and the consultative process for public schools to engage with education and public health experts to review their county health data and safe learning plans.

STEP 3

Public schools, with their incident command team, will evaluate their ability to implement required and recommended health best practices.

STEP 4

Public schools, in consultation with public health, will determine a learning model to begin the school year and communicate that decision with their school community.*

STEP 5

Public schools and MDH will monitor the community and school-level impact of COVID-19 on a regular basis. Adjustments will be made to the learning model if needed.

Source: Safe Learning Plan for the 2020-21 School Year - A Localized, Data-Driven Approach



Transitioning secondary students to a less restrictive model

Health and Safety Considerations

- Follow MDH learning model selection parameters as indicated by county-level data to determine the learning model
- Saliva Testing
- COVID-19 Vaccine Update
- Meeting with Regional Support Team

Staff Coverage Considerations

- Employee leave of absence window
- Fill vacant positions

Student Learning Considerations

- Implement a rolling start process for students to be brought back to the building.
- End of the semester
- Hybrid schedule
- Cohort C

Transitioning secondary students to a less restrictive model

Staff Preparedness Considerations

- Transition Time (2 days)

Technology Considerations







- Keep technology in the hands of students
- Students will need to bring their device to school each day

School Operational Readiness Consideration

- Cafeteria project at the Middle School will be completed on February 15
- Posted additional custodial positions

Target transition date for secondary students will be shared by the end of the day on January 15, 2021.

Educational Delivery Model Considerations

					
Health & Safety	Staff Coverage	Student Learning	Staff Preparedness	Technology	School Operational Readiness
<p>Implement mitigation strategies to keep students and staff safe?</p>	<p>Appropriately and safely staff schools?</p>	<p>Deliver instruction that is aligned to grade-level instructional goals?</p>	<p>Effectively implement educational delivery models?</p>	<p>Successfully provide devices, access to internet, an effective learning management system, and technology supports?</p>	<p>Provide safe learning environments, transportation and meal distribution?</p>
<ul style="list-style-type: none"> County and City Level Health Data PPE Safety Protocols Consultation with MDH Consultant 	<ul style="list-style-type: none"> Staff Safety Number of staff to facilitate hybrid or in-person learning 	<ul style="list-style-type: none"> Student Safety Engaging live teaching experiences Ability to access lesson recap Opportunities for enrichment and intervention Social emotional learning opportunities Consistent schedule 	<ul style="list-style-type: none"> Professional development Time to practice new learning and adjust practices Job embedded collaboration time 	<ul style="list-style-type: none"> Professional development Time to practice new learning and adjust practices Job embedded collaboration time 	<ul style="list-style-type: none"> Safely transporting students Meal service Physical facilities (HVAC, cleaning, disinfection, etc.)

Educational Delivery Model Considerations



Health & Safety



**Staff
Coverage**



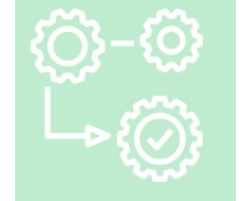
**Student
Learning**



**Staff
Preparedness**



Technology



**School
Operational
Readiness**



Health & Safety

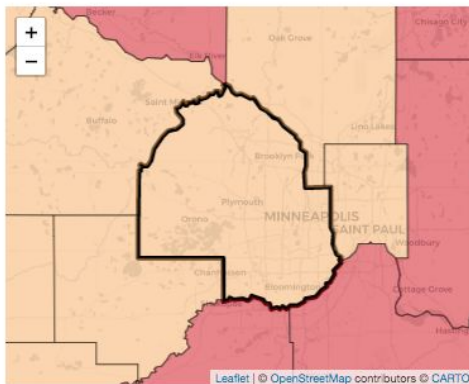
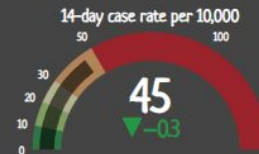
Hennepin County

Population (2019 estimated): 1,265,843

Data as of January 10, 2021

☒ Display MDH rates

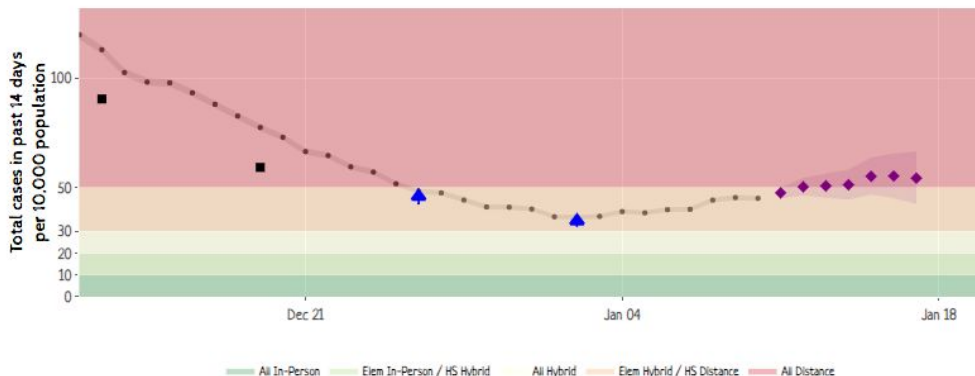
☒ Display one-week forecast



Black squares show official rates provided by the Minnesota Department of Health.

Blue triangles are projections of what MDH will report in upcoming data releases, based on daily new case numbers.

Purple diamonds show forecasted rates for the next 7 days.



39 Source: Minnesota School Opening Statistics https://wolfson.shinyapps.io/school_openings/





Health & Safety

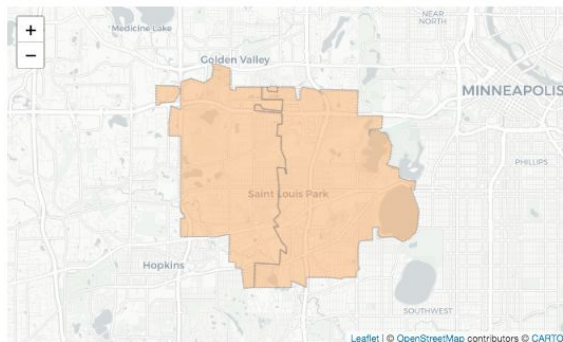
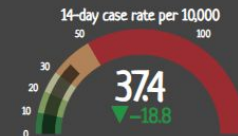
St. Louis Park Public School District

ZIP codes: 55416, 55426

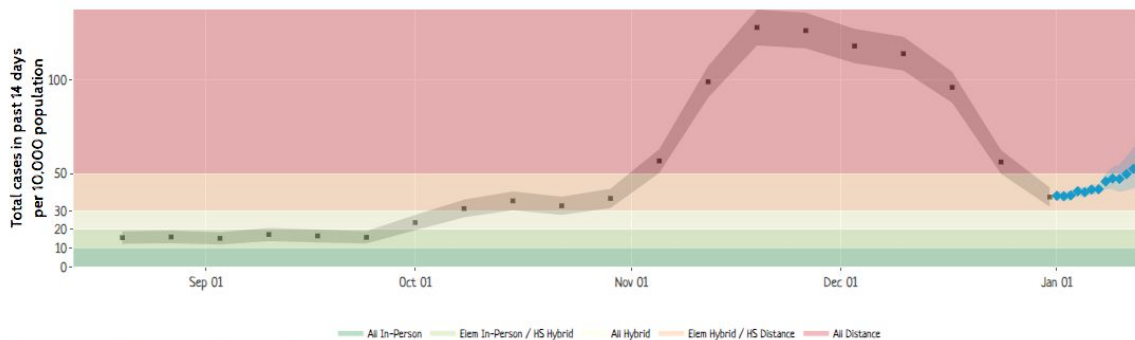
(excludes ZIP codes where less than 0.25 square miles of land area is within district boundaries)

Data as of December 31, 2020

☒ Show forecast



Forecasts (blue diamonds) are based on a population-weighted average of 14-day rates for counties overlapping this district: Hennepin (100%)



For districts containing ZIP codes with ≤ 5 cases, vertical bars give the range of 14-day per 10,000 case totals that are consistent with reported case data. Outer shaded region indicates 95% confidence intervals for the (range of) case rates.

Source: Minnesota School Opening Statistics https://jwolfson.shinyapps.io/school_openings/





Health & Safety

Required for In-Person and Hybrid Learning

- ☐ Masking Policy
- ☐ PPE for direct support student services
- ☐ Build routines of hygiene education & practices
- ☐ Daily cleaning and frequent cleaning of high touch surfaces throughout the day
- ☐ Building level COVID-19 program coordinator, with optional student counterpart
- ☐ Limiting nonessential visitors/volunteers/external groups
- ☐ Discontinue large gatherings/activities that do not allow for social distancing
- ☐ Monitoring and excluding for illness

Required for Hybrid Learning

- ☐ Social distancing of 6 feet at all times in school buildings
- ☐ School facilities at 50% capacity
- ☐ Transportation at 50% capacity
- ☐ Sufficient staffing levels to meet the requirements of the model

Source: Safe Learning Plan for the 2020-21 School Year - A Localized, Data-Driven Approach





Health & Safety

Additional required mitigation strategies and tools schools must implement for any in-person or hybrid learning model beginning January 18, 2021:

- Implement a rolling start process for students to be brought back to the building.
- Execute COVID-19 testing program (training and saliva test kits provided by the State; optional for school staff) every other week for all school staff, beginning January 4, 2021.
- When educators cannot be six feet from students (small group and individual instruction), when possible add a clear barrier between the adult and student.
- Face coverings must be worn when engaging in indoor physical activity (e.g., during indoor recess, indoor physical education class, or when exercising in a gym).
- It is strongly recommended that districts and charter schools require staff to wear face masks and face shields together whenever possible during the school day.





Health & Safety

Additional required mitigation strategies and tools schools must implement for any in-person or hybrid learning model beginning January 18, 2021:

- For early learning and elementary schools only: All special lessons must be held in the classroom or outside (weather permitting).
- For early learning and elementary schools only: Student meal times should be held in the classroom if six feet of physical distancing between students cannot be accommodated in the cafeteria and cohorts cannot be clearly separated within the cafeteria.
- For in-person only: three feet of physical distancing or more is strongly recommended.





Health & Safety

14-Day Quarantine Practice

The Centers for Disease Control and Prevention (CDC) recently communicated there was an option to quarantine after known COVID-19 exposure for 10 days compared to the 14 days they had previously recommended.

On-Site Saliva Testing

One new mitigation strategy being implemented, beginning January 4, 2021, is that all public schools providing in-person or hybrid learning must offer on-site saliva testing to all staff who interact with students.

Source: Safe Learning Plan for the 2020-21 School Year - A Localized, Data-Driven Approach



Educational Delivery Model Considerations



Health & Safety



**Staff
Coverage**



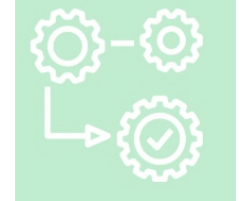
**Student
Learning**



**Staff
Preparedness**



Technology



**School
Operational
Readiness**



Staff Coverage - Elementary

Employee Leave of Absence Request

- 2 Teachers
- 2 Paraprofessionals
- 2 Clerical Staff Members

Open Positions

- 4 Teachers
- 4 Paraprofessionals

Furlough Returns

- 5 Custodians

Added Positions

- 2 Teachers
- 1 Paraprofessionals



Staff Coverage - Elementary

Distance Learning Academy (DLA) Structures

DLA will be 5 days a week

- Grade-Banded Cohorts - two grade levels (K-1, 2-3, 4-5)
- School Grade Level Cohorts - single grade level at a school
- Districtwide Grade Level Cohorts - combined single grade level course with another school

School DLA Structures

- **Aquila** - Single Grade Level and Districtwide Grade Level Cohorts
- **Peter Hobart** - Single Grade Level and Districtwide Grade Level Cohorts
- **Park Spanish Immersion** - Grade-Banded Cohorts
- **Susan Lindgren** - Single Grade Level and Districtwide Grade Level Cohorts



Staff Coverage - Elementary

School DLA Structure Grade Level Break Down

Aquila

Grade	DLA Structure
K	School Grade Level Cohort
1st	School Grade Level Cohort
2nd	Districtwide Grade Level Cohort
3rd	School Grade Level Cohort
4th	School Grade Level Cohort
5th	School Grade Level Cohort

Peter Hobart

Grade	DLA Structure
K	Districtwide Grade Level Cohort
1st	School Grade Level Cohort
2nd	School Grade Level Cohort
3rd	Districtwide Grade Level Cohort
4th	Districtwide Grade Level Cohort
5th	School Grade Level Cohort

Park Spanish Immersion

Grade	DLA Structure
K	Grade-Banded Cohort
1st	Grade-Banded Cohort
2nd	Grade-Banded Cohort
3rd	Grade-Banded Cohort
4th	Grade-Banded Cohort
5th	Grade-Banded Cohort

Susan Lindgren

Grade	DLA Structure
K	Districtwide Grade Level Cohort
1st	School Grade Level Cohort
2nd	School Grade Level Cohort
3rd	Districtwide Grade Level Cohort
4th	Districtwide Grade Level Cohort
5th	School Grade Level Cohort





Staff Coverage - Childcare

Critical Childcare for Critical Workers

Critical Childcare:

- Remains available for grades 3-5 from January 19-29, 2021
- Will no longer be available effective February 1, 2021

Kids Place, fee-based before and after-school care will resume for E-5. Please visit our Community Education website for registration info.

Educational Delivery Model Considerations



Health & Safety



**Staff
Coverage**



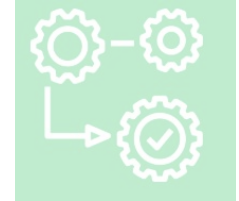
**Student
Learning**



**Staff
Preparedness**



Technology



**School
Operational
Readiness**



Student Learning

Rolling Start

In order to safely transition to an in-person learning model, the Minnesota Department of Health and Minnesota Department of Education require schools implement a rolling start process in which students will gradually be brought back in the building.

January 19, 2021 - Students in grades E - 2

February 1, 2021 - Students in grades 3 - 5

Date TBD - Students in grades 6 - 12

For an acceptable rolling start strategy, no more than three additional grades bands can be introduced into the building in a two week time period when implementing an in-person learning model for the entire school building. This includes schools transitioning from hybrid learning or distance learning to in-person learning, and schools transitioning from distance learning to hybrid learning.

Source: Safe Learning Plan for the 2020-21 School Year - A Localized, Data-Driven Approach





Student Learning

Quarantine and Positive Cases

- If an entire class needed to quarantine teacher and students would follow the 14-day quarantine period expectation. The class would continue their learning at a distance and would experience both both synchronous and asynchronous learning opportunities.
- If single student or small group of students in a section needed to quarantine, students would follow the 14-day quarantine period expectation. The students would continue their learning at a distance would experience primarily asynchronous learning opportunities.



Educational Delivery Model Considerations



Health & Safety



**Staff
Coverage**



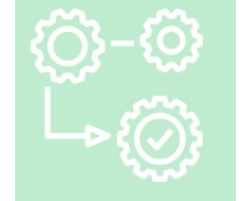
**Student
Learning**



**Staff
Preparedness**



Technology



**School
Operational
Readiness**



Staff Preparedness - Elementary

ST. LOUIS PARK PUBLIC SCHOOLS Elementary Transition Timeline						
JANUARY 2021						
SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
27	28	29	30	31	1 All Students Distance Learning	2
3	4 All Students Distance Learning	5 All Students Distance Learning	6 All Students Distance Learning	7 All Students Distance Learning	8 All Students Distance Learning	9
10	11 All Students Distance Learning	12 All Students Distance Learning	13 K-5 NO SCHOOL (GRADING DAY)	14 K-5 NO SCHOOL (TEACHER/STAFF TRANSITION DAY)	15 K-5 NO SCHOOL (FAMILY CONNECT TIME)	16
17	18 K-5 NO SCHOOL (MARTIN LUTHER KING, JR. DAY)	19 K-5 NO SCHOOL (FAMILY CONNECT TIME)	20 K-5 NO SCHOOL (TEACHER/STAFF TRANSITION DAY)	21 K-2 in-person learning begins K-2 Distance Learning Academy begins 3-5 Distance Learning	21 K-2 in-person learning K-2 Distance Learning Academy 3-5 Distance Learning	23
24	25 K-2 in-person learning K-2 Distance Learning Academy 3-5 Distance Learning	26 K-2 in-person learning K-2 Distance Learning Academy 3-5 Distance Learning	27 K-2 in-person learning K-2 Distance Learning Academy 3-5 Distance Learning	28 K-2 in-person learning K-2 Distance Learning Academy 3-5 Distance Learning	29 K-2 in-person learning K-2 Distance Learning Academy 3-5 Distance Learning	30
FEBRUARY 2021						
31	1 K-5 in-person learning K-2 Distance Learning Academy 3-5 Distance Learning Academy begins	2 K-5 in-person learning K-5 Distance Learning Academy	3 K-5 in-person learning K-5 Distance Learning Academy	4 K-5 in-person learning K-5 Distance Learning Academy	5 K-5 in-person learning K-5 Distance Learning Academy	6

Date	Transition Time Events
January 13, 2021	NO SCHOOL E-5, Grading Day
January 14, 2021	NO SCHOOL E-5, Teacher/Staff Transition Day (Preparation and Professional Development Days for in-person learning and Distance Learning Academy)
January 15, 2021	NO SCHOOL E-5, Family Connect Time: End of Semester Academic Progress Reporting
January 19, 2021	Early Learning in-person learning begins NO SCHOOL K-5, Family Connect Time
January 20, 2021	NO SCHOOL K-5, Teacher/Staff Transition Day (Preparation and Professional Development Days for in-person learning and Distance Learning Academy)
January 21, 2021	K-2 Elementary in-person learning and Distance Learning Academy instruction begins
January 29, 2021	Elementary school day (NOTE: Previously scheduled as a NO SCHOOL: Grading Day)



Educational Delivery Model Considerations



Health & Safety



**Staff
Coverage**



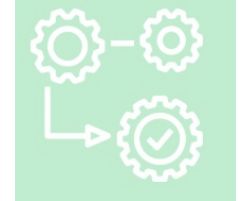
**Student
Learning**



**Staff
Preparedness**



Technology



**School
Operational
Readiness**



Technology

Devices & Hotspots

- When elementary students transition back to in-person learning they will keep the devices and hotspots that have been checked out to them for the remainder of the school year.
- Devices and hotspots will be collected at the end of the school year.



Educational Delivery Model Considerations



Health & Safety



**Staff
Coverage**



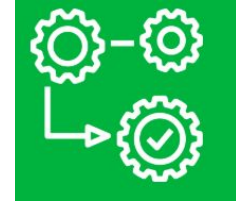
**Student
Learning**



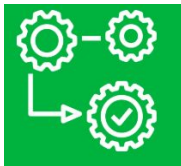
**Staff
Preparedness**



Technology



**School
Operational
Readiness**



School Operational Readiness

Nutrition Services

- Meal pick-ups at high school only (beginning week of January 18, 2021)
- Mondays/Wednesdays from 11:45 - 12:45 p.m. (no meals on January 18, 2021)
- Lunch and breakfast served daily at elementary schools (beginning January 21, 2021)
- All meals are free; hot meal options will be available
- Breakfast and Lunch will occur in the classroom



School Operational Readiness - Elementary

Transportation

- Routes are being updated with new learning model choices
- Families who opted out of transportation at the beginning of the year will not be routed
- Front row will be vacant to maintain bus driver 6 foot distance
- Required seating charts
- Required face masks for students and driver
- Will strive for as much distance as possible between students (will most likely not achieve 3 feet)
- **Route information will be available in parent portal on January 15.**
- Bus stop times and locations will be sent via email and will be available on the parent portal (bus card WILL NOT be mailed)
- High School hub stop times will be adjusted to accommodate elementary route times

59



Compensation Systems and Structures



Achieving success, one student at a time!

January 2021

Overview

- Comprehensive plan
- Guiding principles
- Building Blocks
- Putting it all in place

Comprehensive Plan

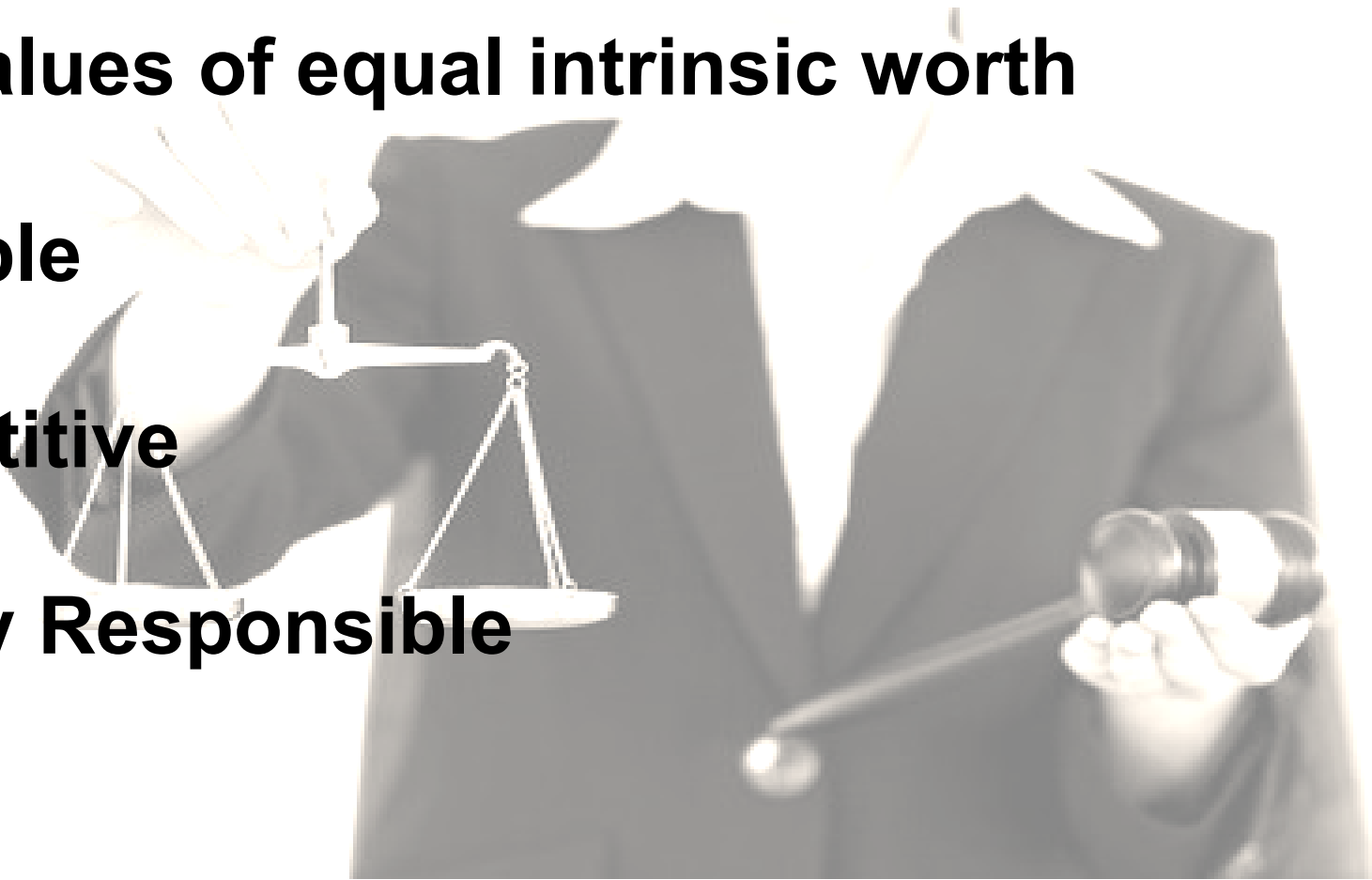
- ▶ Across all groups
- ▶ Across all job titles
- ▶ Across all people in a job title

Pay Equity

- ▶ Cannot pay female dominated jobs systematically below male dominated jobs
- ▶ Cannot take female dominated jobs statistically longer to get to max salary
- ▶ Cannot pay males additional (longevity, etc.) if not also paying similarly to female dominated jobs

Overall Guiding Principles

- **Core values of equal intrinsic worth**
- **Equitable**
- **Competitive**
- **Fiscally Responsible**



Building Blocks

- ▶ Job Classifications
- ▶ Job Evaluation
- ▶ Job Values Linked to Pay Ranges
- ▶ Labor Contracts and Agreements Ranges
- ▶ Benefits Plan Consistency

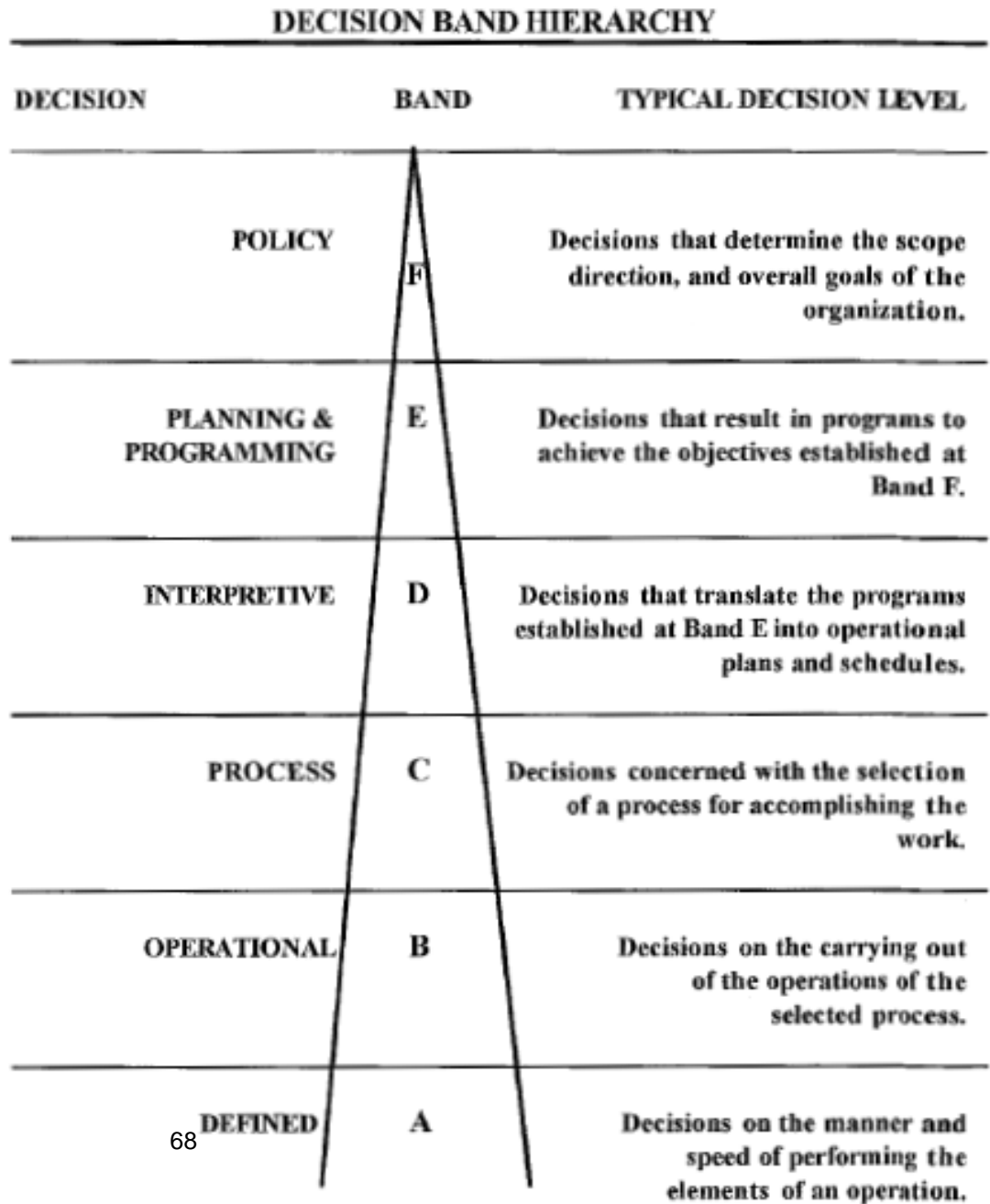
Job Classifications

- ▶ 14 Groups (Admin; CAPS; CE Educators; Custodial; SPARK; Individual Contract; Nutrition; Operations Supervisors; Principals; Professional; Superintendent; Supv/Mgr; Teachers:K-12, ABE, ECCE; Technical)
- ▶ 86 Active Job Classifications (Positions)
- ▶ 166 Assignments
- ▶ 737 10 or 12-month contracted employees

Job Evaluation

- ▶ Decision Band Method (DBM)
- ▶ 6 Bands
- ▶ Sub-Bands
- ▶ Creates 30 pay grades system-wide

DBM Bands



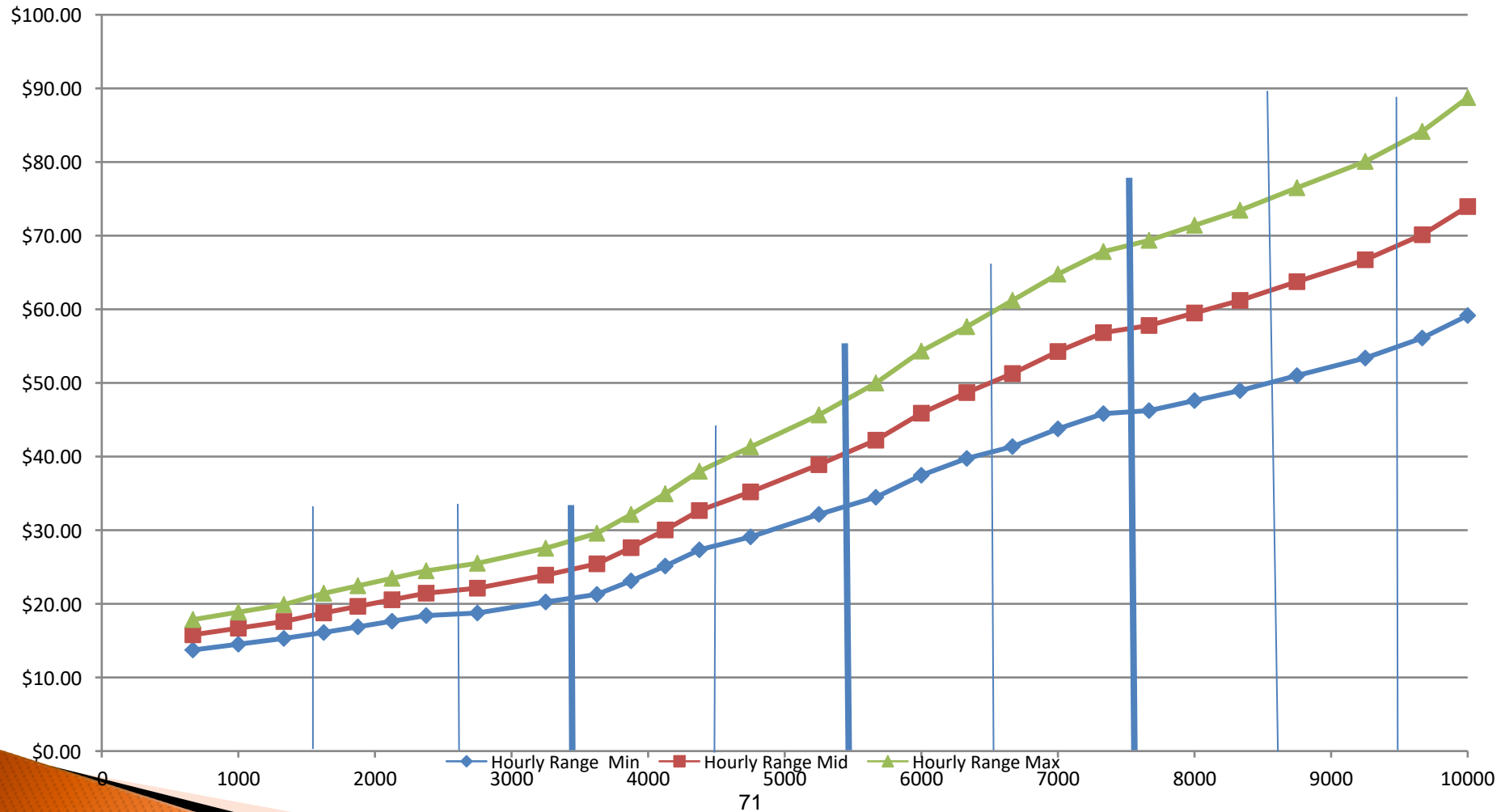
DBM VALUES

DBM	Points
A01	292
A02	542
A11	667
A12	1000
A13	1333
B21	1625
B22	1875
B23	2125
B24	2375
B31	2750
B32	3250
C41	3625
C42	3875
C43	4125
C44	4375
C51	4750
C52	5250
D61	5667
D62	6000
D63	6333
D71	6667
D72	7000
D73	7333
E81	7667
E82	8000
E83	8333
E91	8750
E92 ⁶⁹	9250
F101	9667
F102	10000

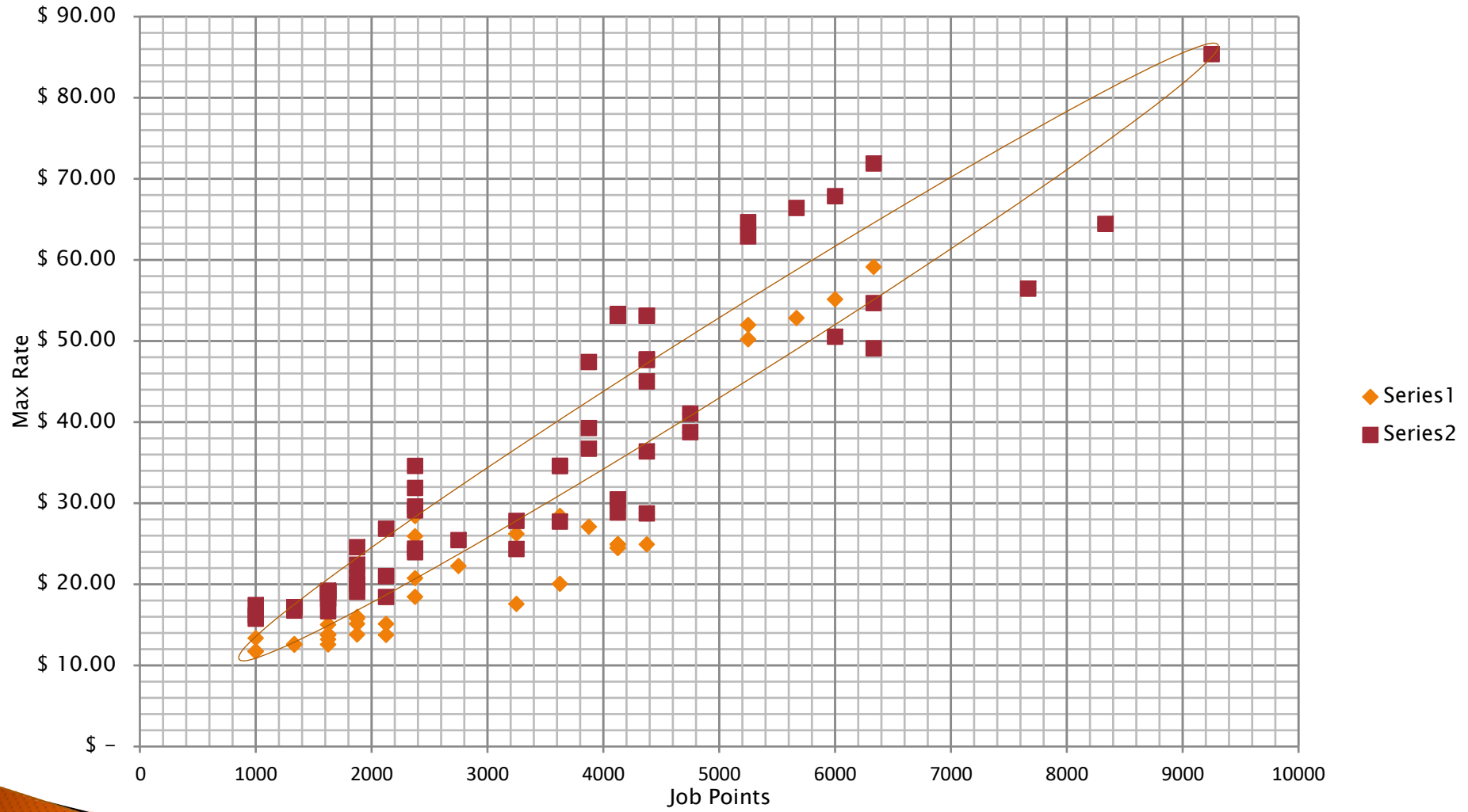
COMPENSATION MODEL: 2020-21 Pay Structure for St. Louis Park Schools based on DBM and Payline

													2020-21	
Band Grade Subgrade	Work Points	Grade	Proposed Range Minimum	Step 2	Step 3	Step 4	Step 5	Market Median Trend	Step 7	Step 8	Step 9	Step 10	Proposed Salary Maximum	Range Spread
A01	292	1	\$10.12	\$10.38	\$10.63	\$10.88	\$11.14	\$11.39	\$11.64	\$11.89	\$12.15	\$12.40	\$12.65	25%
A02	542	2	\$13.14	\$13.47	\$13.80	\$14.12	\$14.45	\$14.78	\$15.11	\$15.44	\$15.77	\$16.09	\$16.42	25%
A11	667	3	\$14.74	\$15.18	\$15.63	\$16.07	\$16.51	\$16.95	\$17.39	\$17.84	\$18.28	\$18.72	\$19.16	30%
A12	1000	4	\$15.58	\$16.05	\$16.51	\$16.98	\$17.45	\$17.92	\$18.38	\$18.85	\$19.32	\$19.79	\$20.25	30%
A13	1333	5	\$16.43	\$16.92	\$17.41	\$17.90	\$18.40	\$18.89	\$19.38	\$19.88	\$20.37	\$20.86	\$21.35	30%
B21	1625	6	\$17.29	\$17.86	\$18.43	\$19.00	\$19.57	\$20.14	\$20.71	\$21.28	\$21.85	\$22.42	\$22.99	33%
B22	1875	7	\$18.11	\$18.71	\$19.30	\$19.90	\$20.50	\$21.10	\$21.69	\$22.29	\$22.89	\$23.49	\$24.08	33%
B23	2125	8	\$18.94	\$19.56	\$20.19	\$20.81	\$21.44	\$22.06	\$22.69	\$23.31	\$23.93	\$24.56	\$25.18	33%
B24	2375	9	\$19.76	\$20.41	\$21.06	\$21.71	\$22.36	\$23.02	\$23.67	\$24.32	\$24.97	\$25.62	\$26.27	33%
B31	2750	10	\$20.13	\$20.85	\$21.58	\$22.30	\$23.03	\$23.75	\$24.48	\$25.20	\$25.93	\$26.65	\$27.38	36%
B32	3250	11	\$21.74	\$22.52	\$23.30	\$24.09	\$24.87	\$25.65	\$26.44	\$27.22	\$28.00	\$28.78	\$29.57	36%
C41	3625	12	\$22.85	\$23.74	\$24.63	\$25.52	\$26.41	\$27.30	\$28.19	\$29.08	\$29.97	\$30.87	\$31.76	39%
C42	3875	13	\$24.81	\$25.78	\$26.75	\$27.71	\$28.68	\$29.65	\$30.62	\$31.58	\$32.55	\$33.52	\$34.49	39%
C43	4125	14	\$26.98	\$28.03	\$29.08	\$30.14	\$31.19	\$32.24	\$33.29	\$34.35	\$35.40	\$36.45	\$37.50	39%
C44	4375	15	\$29.34	\$30.48	\$31.63	\$32.77	\$33.92	\$35.06	\$36.21	\$37.35	\$38.49	\$39.64	\$40.78	39%
C51	4750	16	\$31.23	\$32.54	\$33.85	\$35.17	\$36.48	\$37.79	\$39.10	\$40.41	\$41.72	\$43.04	\$44.35	42%
C52	5250	17	\$34.62	\$36.07	\$37.53	\$38.98	\$40.43	\$41.89	\$43.34	\$44.80	\$46.25	\$47.70	\$49.16	42%
D61	5667	18	\$37.06	\$38.73	\$40.40	\$42.07	\$43.73	\$45.40	\$47.07	\$48.74	\$50.41	\$52.07	\$53.74	45%
D62	6000	19	\$40.21	\$42.02	\$43.83	\$45.64	\$47.45	\$49.26	\$51.07	\$52.88	\$54.69	\$56.50	\$58.31	45%
D63	6333	20	\$42.66	\$44.58	\$46.50	\$48.42	\$50.34	\$52.26	\$54.18	\$56.10	\$58.02	\$59.94	\$61.86	45%
D71	6667	21	\$44.39	\$46.52	\$48.65	\$50.78	\$52.91	\$55.04	\$57.17	\$59.30	\$61.43	\$63.56	\$65.69	48%
D72	7000	22	\$46.97	\$49.23	\$51.48	\$53.74	\$55.99	\$58.25	\$60.50	\$62.76	\$65.01	\$67.27	\$69.52	48%
D73	7333	23	\$49.20	\$51.56	\$53.92	\$56.28	\$58.64	\$61.01	\$63.37	\$65.73	\$68.09	\$70.45	\$72.81	48%
E81	7667	24	\$50.80	\$53.34	\$55.88	\$58.42	\$60.96	\$63.51	\$66.05	\$68.59	\$71.13	\$73.67	\$76.21	50%
E82	8000	25	\$53.22	\$55.88	\$58.54	\$61.21	\$63.87	\$66.53	\$69.19	\$71.85	\$74.51	\$77.17	\$79.83	50%
E83	8333	26	\$55.47	\$58.24	\$61.02	\$63.79	\$66.56	\$69.34	\$72.11	\$74.88	\$77.66	\$80.43	\$83.21	50%
E91	8750	27	\$58.06	\$60.97	\$63.87	\$66.77	\$69.68	\$72.58	\$75.48	\$78.39	\$81.29	\$84.19	\$87.10	50%
E92	9250	28	\$61.13	\$64.18	\$67.24	\$70.30	\$73.35	\$76.41	\$79.47	\$82.52	\$85.58	\$88.64	\$91.69	50%
F101	9667	29	\$63.84	\$67.04	\$70.23	\$73.42	\$76.61	\$79.81	\$83.00	\$86.19	\$89.38	\$92.57	\$95.77	50%
F102	10000	30	\$65.88	\$69.18	\$72.47	\$75.76	\$79.06	\$82.35	\$85.65	\$88.94	\$92.24	\$95.53	\$98.82	50%
F103	10333	31	\$67.24	\$70.60	\$73.96	\$77.33	\$80.69	\$84.05	\$87.41	\$90.78	\$94.14	\$97.50	\$100.86	50%

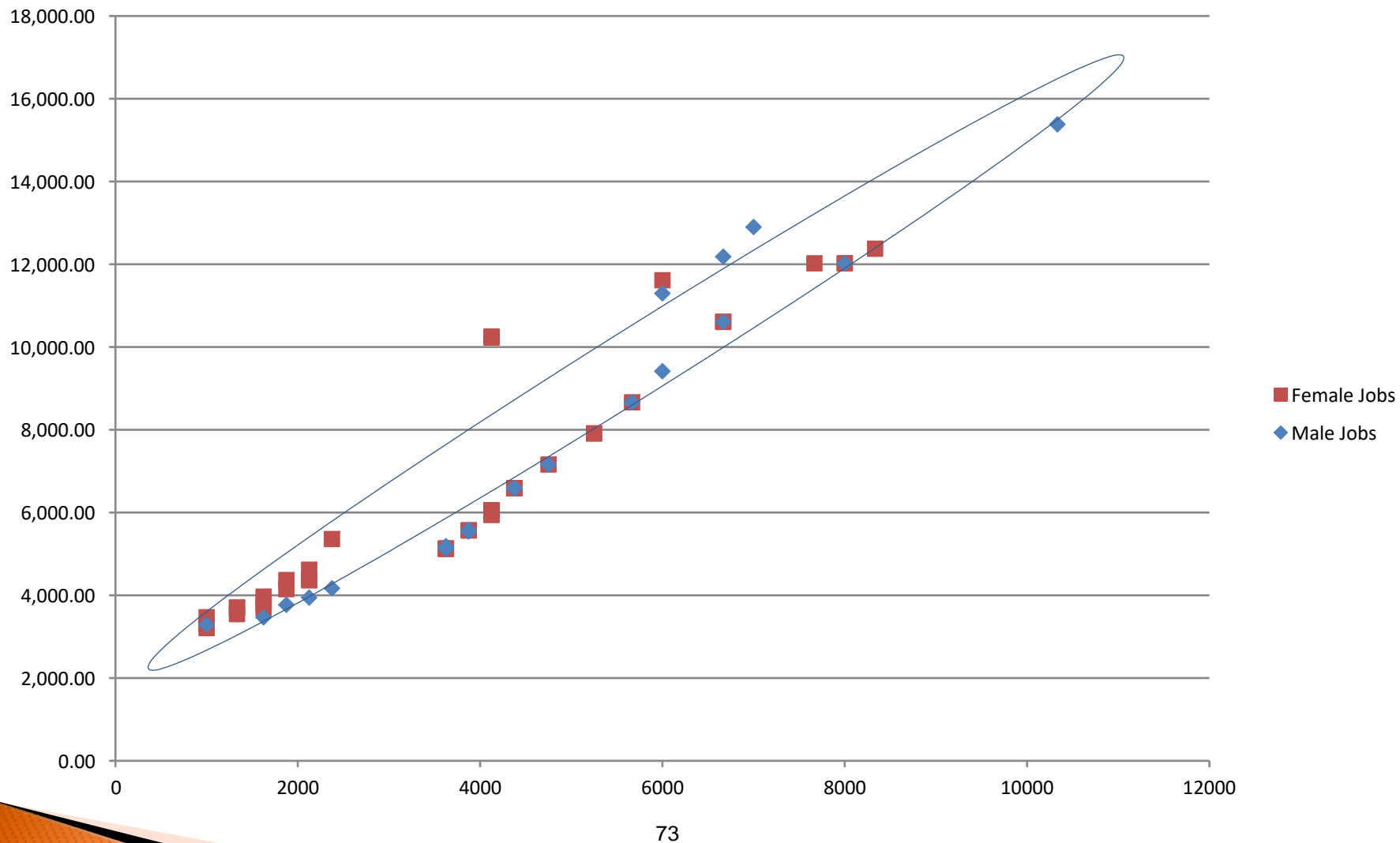
OVERALL STRUCTURE



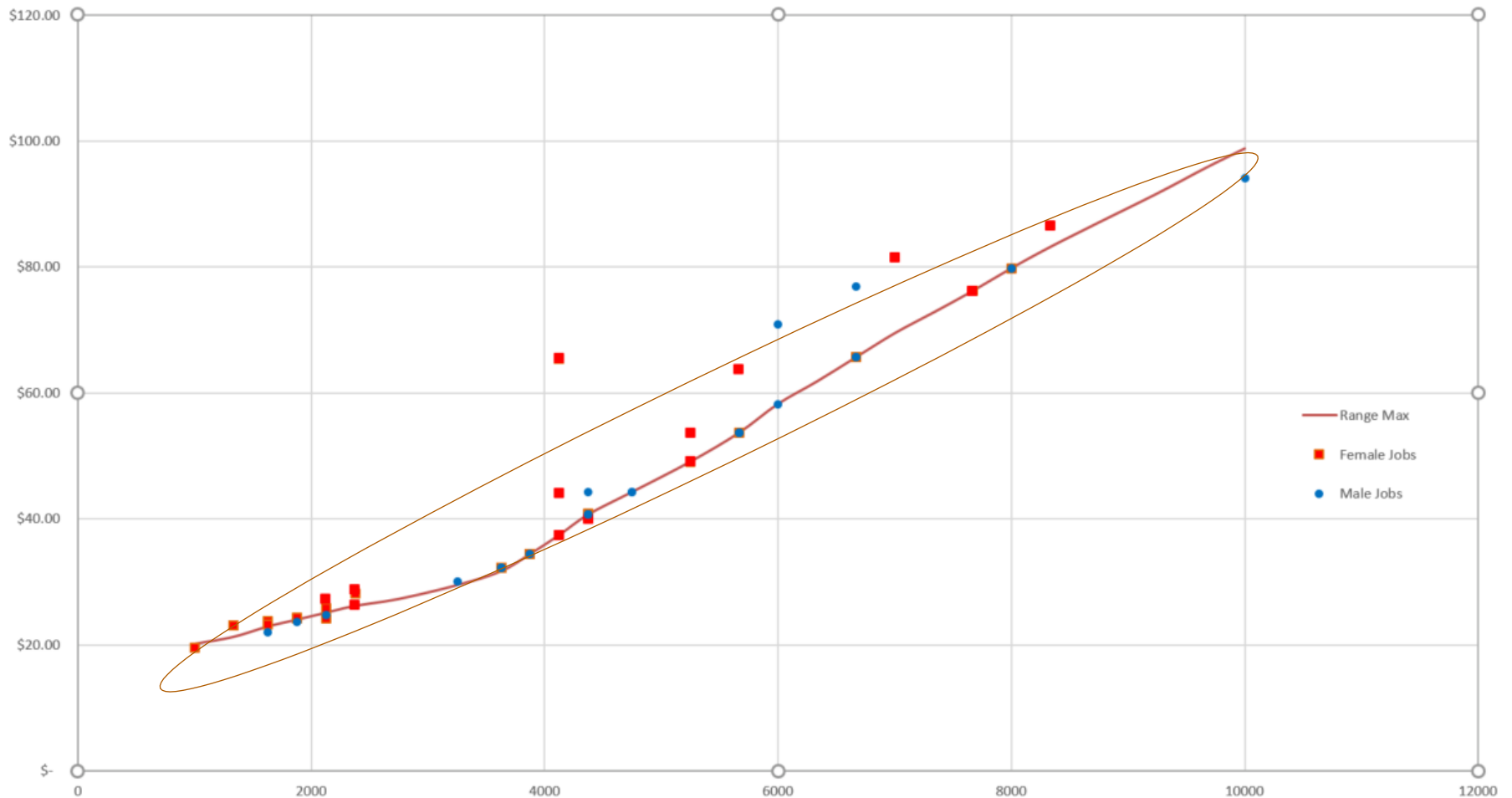
PLOTTING DATA POINTS 2014



PLOTTING DATA POINTS 2016



PLOTTING DATA POINTS 2020



2021 Pay Equity Report

- ▶ Based on Preliminary Data Submission, District passes all three Salary Tests for 2021
- ▶ Results continue to improve
- ▶ Allows us some additional flexibility for future adjustments.
- ▶ We will be asking the Board to approve the submission of the District's 2021 Pay Equity Report.
- ▶ We will post notices and provide copies to all employee groups.

Bargaining Implementation

- ▶ Meet with Finance, Superintendent and Board
- ▶ Meetings with Employee Groups
- ▶ Discussing compensation plan and consistency
- ▶ Internal and external equity
- ▶ Implementing changes within groups through bargaining to bring system into even better alignment

Fair – Equitable – Transparent

- **Legally Defensible**
- **Fiscally Responsible**
- **Promotes Recruitment and Retention Goals**



Happy Employees!



Questions?

INDEPENDENT SCHOOL DISTRICT 283

SECTION/FILE 603

DATE OF ADOPTION 10/13/75
REVISED 03.27.06; 12/13/10

TITLE Curricular Program Development

I. PURPOSE

The purpose of this policy is to provide direction for continuous review and improvement of the ~~district's school~~ curriculum and curricular programs.

II. GENERAL STATEMENT OF POLICY

The school district has a responsibility to provide for the instructional needs of each student. Curriculum development shall be directed toward the fulfillment of the goals and objectives of the education program of the school district.

III. RESPONSIBILITY

- A. The superintendent shall be responsible for curriculum development and for determining the most effective way of conducting research on the school district's curriculum needs and establishing a long range curriculum development program. Timelines shall be determined by the superintendent that will provide for periodic reviews of each curriculum area.
- B. A district advisory committee shall provide assistance at the request of the superintendent. The advisory committee membership shall be a reflection of the community and, to the extent possible, shall reflect the diversity of the district and its learning sites, and shall include parent, teacher, support staff, student, community residents and administration representation.
- C. Within the ongoing process of curriculum development, the following needs shall be addressed:
 - 1. Provide for articulation of courses of study from kindergarten through grade twelve.
 - 2. Identify critical objectives for each course and at each elementary grade level that support state standards and the stated mission of the school district.
 - 3. Provide for continuing evaluation of programs for the purpose of attaining school district objectives.
 - 4. Provide a program for ongoing monitoring of student progress.
 - 5. Provide for specific, particular and special needs of all members of the student community.
 - 6. Integrate required and elective course standards in the scope and sequence of the district curriculum.
 - 7. Meet all requirements of the Minnesota Department of Education and federal law ~~the No Child Left Behind Act~~.
 - 8. Include and integrate multiple racial and cultural perspectives in curriculum review and development.

- D. It shall be the responsibility of the superintendent to keep the school board informed of all state-mandated curriculum changes, as well as recommended discretionary changes and to periodically present recommended modifications for school board review and approval.
- E. The superintendent shall have discretionary authority to develop guidelines and directives to implement school board policy relating to curriculum development.

Legal References:

Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)
Minn. Stat. § 120B.11 (School District Process)
Minn. Stat. § 120B.12 (Reading Proficiently no Later than the End of Grade 3)
Minn. Rules Part 3500.0550 (Inclusive Educational Program)
Minn. Rules Parts 3501.0640-3501.0655 (Academic Standards for Language Arts)
Minn. Rules Parts 3501.0700-3501.0745 (Academic Standards for Mathematics)
Minn. Rules Parts 3501.0800-3501.0815 (Academic Standards for the Arts)
Minn. Rules Parts 3501.0900-3501.0955 (Academic Standards in Science)
Minn. Rules Parts 3501.1000-3501.1190 (Graduation-Required Assessment for Diploma) (repealed Minn. L. 2013, Ch. 116, Art. 2, § 22)
Minn. Rules Parts 3501.1200-3501.1210 (Academic Standards for English Language Development)
Minn. Rules Parts 3501.1300-3501.1345 (Academic Standards for Social Studies)
603-3
20 U.S.C. § 6301, et seq. (Every Student Succeeds Act)
~~Minn. Stat. § 120B.10 (Findings; Improving Instruction and Curriculum)~~
~~Minn. Stat. § 120B.11 (School District Process)~~
~~Minn. Rules Part 3500.0550 (Inclusive Educational Program)~~
~~Minn. Rules Parts 3501.0010-3501.0180 (Graduation Standards—Reading and Mathematics)~~
~~Minn. Rules Parts 3501.0200-3501.0270 (Graduation Standards—Written Composition)~~
~~20 U.S.C. § 6301, et seq. (No Child Left Behind Act)~~

Cross References:

MSBA/MASA Model Policy 604 (Instructional Curriculum)
MSBA/MASA Model Policy 605 (Alternative Programs)
MSBA/MASA Model Policy 613 (Graduation Requirements)
MSBA/MASA Model Policy 614 (School District Testing Plan and Procedure)
MSBA/MASA Model Policy 615 (Basic Standards Testing, Accommodations, Modifications, and Exemptions for IEP, Section 504 Accommodation, and LEP Students)
MSBA/MASA Model Policy 616 (School District System Accountability)
MSBA/MASA Model Policy 617 (School District Ensurance of Preparatory and High School Standards)
MSBA/MASA Model Policy 618 (Assessment of Standard Achievement)
MSBA/MASA Model Policy 619 (Staff Development for Standards)
MSBA/MASA Model Policy 620 (Credit for Learning)
MSBA/MASA Model Policy 623 (Mandatory Summer School Instruction)

INDEPENDENT SCHOOL DISTRICT 283

SECTION/FILE **515**

DATE OF ADOPTION **8/75; 2/98**

AFFIRMED/REVISED **11/28/05; 11/22/10;**
9/26/11;11/13/17; 9/17/18; 10/14/19

TITLE **Protection and Privacy of Pupil Records**

I. PURPOSE

The school district recognizes its responsibility in regard to the collection, maintenance and dissemination of pupil records and the protection of the privacy rights of students as provided in federal law and state statutes.

II. GENERAL STATEMENT OF POLICY

The following procedures and policies regarding the protection and privacy of parents and students are adopted by the school district, pursuant to the requirements of 20 U.S.C. §1232g, *et seq.*, (Family Educational Rights and Privacy Act) 34 C.F.R. Part 99 and consistent with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and Minn. Rules Parts 1205.0100-1205.2000.

III. DEFINITIONS

A. Authorized Representative

“Authorized representative” means any entity or individual designated by the school district, state, or an agency headed by an official of the Comptroller of the United States, the Attorney General of the United States, the Secretary of the United States Department of Education, or state and local educational authorities to conduct, with respect to federal or state supported education programs, any audit or evaluation or any compliance or enforcement activity in connection with federal legal requirements that relate to these programs.

B. Biometric Record

“Biometric record,” as referred to in “Personally Identifiable,” means a record of one or more measurable biological or behavioral characteristics that can be used for authorized recognition of an individual (e.g., fingerprints, retina and iris patterns, voice prints, DNA sequence, facial characteristics, and handwriting).

C. Dates of Attendance

Date of attendance, as referred to in Directory Information, means the period of time during which a student attends or attended a school or schools in the school district including attendance in person or by paper correspondence, satellite, internet or other electronic communication technologies for students who are not known in the classroom, and including the period during which a student is working under a work-study program. The term does not include specific daily records of a student’s attendance at a school or schools in the school district.

D. Directory Information

“Directory information” means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes but is not limited to: the student’s name, address, telephone listing, electronic mail address photograph, date and place of birth, major field of study, dates of attendance, grade level, enrollment status (i.e. full-time or part-time) participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees, honors and awards received, and the most recent educational agency or institution attended. It also includes parents’ or guardians’ email addresses, at the discretion of the district, if the email addresses are requested by the leadership of a district school’s parent-teacher organization for the sole purpose of publication in that school’s student directory. Directory information does not include:

1. a student’s social security number;
2. a student’s identification number (ID), use ID, or other unique personal identifier used by a student for purposed of accessing or communicating in electronic systems if the identifier may be used to access education records without use of one or more factors that authenticate the student’s identity such as a personal identification number (PIN), password, or other factor known or possessed only by the authorized user;
3. a student ID or other unique personal identifier that is displayed on a student ID badge if the identifier can be used to gain access to educational records when used in conjunction with one or more factors that authenticate the student’s identity, such as a PIN, password, or other factor known or possessed only by the student.
4. Personally, identifiable data which references religion, race, color, social position, or nationality; or
5. Data collected from nonpublic school students, other than those who receive shared time educational services, shall not be designated as directory information unless written consent is given by the student’s parent or guardian.

E. Education Records

1. What constitutes “education records”. Education records means those records which: (1) are directly related to a student; and (2) are maintained by the school district or by a party acting for the school district.
2. What does not constitute an education record. The term “education records” does not include:
 - a. Records of instructional personnel which:
 - (1) are in the sole possession of the maker of the record; and
 - (2) are not accessible or revealed to any other individual except a substitute teacher; and
 - (3) are destroyed at the end of the school year.
 - b. Records of a law enforcement unit of the school district, provided educational

records maintained by the school district are not disclosed to the unit, and the law enforcement records are:

- (1) maintained separately from education records;
- (2) maintained solely for law enforcement purposes; and
- (3) disclosed only to law enforcement officials of the same jurisdiction.

c. Records relating to an individual, including a student, who is employed by the school district which:

- (1) are made and maintained in the normal course of business;
- (2) relate exclusively to the individual in that individual's capacity as an employee; and
- (3) are not available for use for any other purpose.

However, these provisions shall not apply to records relating to an individual in attendance at the school district who is employed as a result of his or her status as a student.

d. Records relating to an eligible student, or a student attending an institution of post-secondary education, which are:

- (1) made or maintained by a physician, psychiatrist, psychologist or other recognized professional or paraprofessional acting in his or her professional or paraprofessional capacity or assisting in that capacity;
- (2) made, maintained, or used only in connection with the provision of treatment to the student; and
- (3) disclosed only to individuals providing the treatment; provided that the records can be personally reviewed by a physician or other appropriate professional of the student's choice. For the purpose of this definition, "treatment" does not include remedial educational activities or activities that are a part of the program of instruction within the school district.

e. Records that only contain information about an individual after he or she is no longer a student at the school district.

F. Eligible Student

"Eligible student" means a student who has attained eighteen (18) years of age or is attending an institution of post-secondary education.

G. Juvenile Justice System

"Juvenile justice system" includes criminal justice agencies and the judiciary when involved in juvenile justice activities.

H. Legitimate Educational Interest

"Legitimate educational interest" includes interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student, student health and welfare, and the ability to respond to a request for education data. It includes a person's need to know in order to:

1. Perform an administrative task required in the school or employee's contract or position description approved by the school board;
2. Perform a supervisory or instructional task directly related to the student's education; or

3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement or student financial aid.
4. Perform a task directly related to responding to a request for data.

I. Parent

"Parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent of the student in the absence of a parent or guardian. The school district may presume the parent has the authority to exercise the rights provided herein, unless it has been provided with evidence that there is a state law or court order governing such matters as marriage dissolution, separation or child custody, or a legally binding instrument, which provides to the contrary.

J. Personally Identifiable

"Personally identifiable" means that the data or information includes, but is not limited to: (a) a student's name; (b) the name of the student's parent or other family member; (c) the address of the student or student's family; (d) a personal identifier such as the student's social security number or student number or biometric record; (e) other direct identifiers, such as the student's date of birth, place of birth, and mother's maiden name; (f) other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or (g) information requested by a person who the school district reasonably believes knows the identity of the student to whom the education record relates.

K. Record

"Record" means any information or data recorded in any way including, but not limited to, handwriting, print, computer media, video or audio tape, film, microfilm and microfiche.

L. Responsible Authority

"Responsible authority" means the St. Louis Park Senior High Principal or designee.

M. Student

"Student" includes any individual who is or has been in attendance, enrolled or registered at the school district and regarding whom the school district maintains education records. Student also includes applicants for enrollment or registration at the school district, and individuals who receive shared time educational services from the school district.

N. School Official

"School official" includes: (a) a person duly elected to the school board; (b) a person employed by the school board in an administrative, supervisory, instructional or other professional position; (c) a person employed by the school board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and (d) a person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, as public information officer or data practices compliance official, an attorney or an auditor for the period of his or her performance as an employee or contractor.

O. Summary Data

"Summary data" means statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other

characteristic that could uniquely identify the individual is ascertainable.

P. Other Terms and Phrases

All other terms and phrases shall be defined in accordance with applicable state and federal law or ordinary customary usage.

IV. GENERAL CLASSIFICATION

State law provides that all data collected, created, received or maintained by a school district are public unless classified by state or federal law as not public or private or confidential. State law classifies all data on individuals maintained by a school district, which relates to a student as private data on individuals. This data may not be disclosed to parties other than the parent or eligible student without consent, except pursuant to a valid court order, certain state statutes authorizing access, and the provisions of FERPA and the regulations promulgated thereunder.

V. STATEMENT OF RIGHTS

A. Rights of Parents and Eligible Students

Parents and eligible students have the following rights under this policy:

1. The right to inspect and review the student's education records;
2. The right to request the amendment of the student's education records to ensure that they are not inaccurate, misleading or otherwise in violation of the student's privacy or other rights;
3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that such consent is not required for disclosure pursuant to this policy, state or federal law, or the regulations promulgated thereunder;
4. The right to refuse release of names, addresses, and home telephone numbers of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions;
5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the federal law and the regulations promulgated thereunder;
6. The right to be informed about rights under the federal law; and
7. The right to obtain a copy of this policy at the location set forth in the COPIES OF POLICY section of this policy.

B. Eligible Students

All rights and protections given parents under this policy transfer to the student when he or she reaches eighteen (18) years of age or enrolls in an institution of post-secondary education. The student then becomes an "eligible student." However, the parents of an eligible student who is

also a “dependent student” are entitled to gain access to the educational records of such student without first obtaining the consent of the student. In addition, parents of an eligible student may be given access to education records in connection with a health or safety emergency if the disclosure meets the conditions of any provisions set forth in 34 C.F.R. § 99.31(a)

C. Disabled Students

The school district shall follow 34 C.F.R. §§ 300.610-300.617 with regard to the confidentiality of information related to students with a disability.

VI. DISCLOSURE OF EDUCATION RECORDS

A. Consent Required for Disclosure

1. The school district shall obtain a signed and dated written consent of the parent of a student or the eligible student before disclosing personally identifiable information from the education records of the student, except as provided herein.
2. The written consent required by this subdivision must be signed and dated by the parent of the student or the eligible student giving the consent and shall include:
 - a. a specification of the records to be disclosed;
 - b. the purpose or purposes of the disclosure;
 - c. the party or class of parties to whom the disclosure may be made; ~~and~~
 - d. the consequences of giving informed consent; and
 - e. if appropriate, a termination date for the consent.
3. When a disclosure is made under this subdivision:
 - a. if the parent or eligible student so requests, the school district shall provide him or her with a copy of the records disclosed; and
 - b. if the parent of a student who is not an eligible student so requests, the school district shall provide the student with a copy of the records disclosed.
4. A signed and dated written consent may include a record and signature in electronic form that:
 - a. identifies and authenticates a particular person as the source of the electronic consent; and
 - b. indicates such person’s approval of the information contained in the electronic consent.
5. If the responsible authority seeks an individual’s informed consent to the release of private data to an insurer or the authorized representative of an insurer, informed consent shall not be deemed to have been given unless the statement is:
 - a. in plain language;
 - b. dated;
 - c. specific in designating the particular persons or agencies the data subject is authorizing to disclose information about the data subject;
 - d. specific as to the nature of the information the subject is authorizing to be

disclosed;

- e. specific as to the persons or agencies to whom the subject is authorizing information to be disclosed;
- f. specific as to the purpose or purposes for which the information may be used by any of the parties named in Clause e above, both at the time of the disclosure and at any time in the future; and
- g. specific as to its expiration date which should be within a reasonable time, not to exceed one year except in the case of authorizations given in connection with applications for (i) life insurance or non-cancellable or guaranteed renewable health insurance and identified as such, two years after the date of the policy, or (ii) medical assistance under Minn. Stat. Ch. 256B or Minnesota Care under Minn. Stat. Ch. 256L, which shall be ongoing during all terms of eligibility, for individualized education program health-related services provided by a school district that are subject to third party reimbursement.

6. Eligible Student Consent

Whenever a student has attained eighteen (18) years of age or is attending an institution of post-secondary education, the rights accorded to and the consent required of the parent of the student shall thereafter only be accorded to and required of the eligible student, except as provided in the STATEMENT OF RIGHTS section of this policy.

B. Prior Consent for Disclosure Not Required

The school district may disclose personally identifiable information from the education records of a student without the written consent of the parent of the student or the eligible student unless otherwise provided herein, if the disclosure is:

- 1. To other school officials, including teachers, within the school district whom the school district determines have a legitimate educational interest in such records;
- 2. To a contractor, consultant, volunteer, or other party to whom the school district has outsourced institutional services or functions provided that the outside party:
 - a. performs an institutional service or function for which the school district would otherwise use employees;
 - b. is under the direct control of the school district with respect to the use and maintenance of education records; and
 - c. will not disclose the information to any other party without the prior consent of the parent or eligible student and uses the information only for the purposes for which the disclosure was made.
- 3. To officials of other schools or school districts, or post-secondary educational institutions in which the student seeks or intends to enroll, or already is enrolled, as long as the disclosure is for purposes related to the student's enrollment or transfer. The records shall include information about disciplinary action taken as a result of any incident in which the student possessed or used a dangerous weapon, and with proper annual notice (See Part XIX.), suspension and expulsion information pursuant to section 7917 of the

federal Every Student Succeeds Act, and if applicable, data regarding a student's history of violent behavior. The records also shall include a copy of any

probable cause notice or any disposition or court order under Minn.

Stat. § 260B.171, unless the data are required to be destroyed under Minn.

Stat. § 120A.22, Subd. 7(c) or § 121A.75. On request, the school district will provide the parent or eligible student with a copy of the education records which have been transferred and provide an opportunity for a hearing to challenge the content of those records in accordance with Section XV of this policy;

4. To authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the Secretary of the U.S. Department of Education, or the Commissioner of the State Department of Education or his or her representative, subject to the conditions relative to such disclosure provided under federal law;
5. In connection with financial aid for which a student has applied or has received, if the information is necessary for such purposes as to:
 - a. determine eligibility for the aid;
 - b. determine the amount of the aid;
 - c. determine conditions for the aid; or
 - d. enforce the terms and conditions of the aid.

“Financial aid” for purposes of this provision means a payment of funds provided to an individual or a payment in kind of tangible or intangible property to the individual that is conditioned on the individual's attendance at an educational agency or institution;
6. To state and local officials or authorities to whom such information is specifically allowed to be reported or disclosed pursuant to state statute adopted:
 - a. before November 19, 1974, if the allowed reporting or disclosure concerns the juvenile justice system and such system's ability to effectively serve the student whose records are released; or
 - b. after November 19, 1974, if the reporting or disclosure allowed by state statute concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records are released, provided the officials and authorities to whom the records are disclosed certify in writing to the school district that the data will not be disclosed to any other party, except as provided by state law, without the prior written consent of the parent of the student. At a minimum, the school district shall disclose the following information to the juvenile justice system under this paragraph: a student's full name, home address, telephone number, and date of birth; a student's school schedule, attendance record, and photographs, if any; and parents' names, home addresses, and telephone numbers;
7. To organizations conducting studies for or on behalf of educational agencies or

institutions for the purpose of developing, validating or administering predictive tests, administering student aid programs or improving instruction; provided that the studies are conducted in a manner which does not permit the personal identification of parents or students by individuals other than representatives of the organization and the information is destroyed when no longer needed for the purposes for which the study was conducted and the school district enters into a written agreement with the organization that (a) specifies the purpose, scope and duration of the study or studies and the information to be disclosed; (b) requires the organization to use personally identifiable information from education records only to meet the purpose or purposes of the study as stated in the written agreement; (c) requires the organization to conduct the study in a manner that does not permit personal identification of parents and students by anyone other than representatives of the organization with legitimate interests; and (d) requires the organization to destroy all personally identifiable information when information is no longer needed for the purposes for which the study was conducted and specifies the time period in which the information must be destroyed. For purposes of this provision, the term “organizations” includes, but is not limited to, federal, state and local agencies and independent organizations. In the event the Department of Education determines that a third party outside of the school district to who information is disclosed violates this provision, the school district may not allow that third party access to personally identifiable information from education records for at least five (5) years.

8. To accrediting organizations in order to carry out their accrediting functions;
9. To parents of a student eighteen (18) years of age or older if the student is a dependent of the parents for income tax purposes;
10. To comply with a judicial order or lawfully issued subpoena, provided, however, that the school district makes a reasonable effort to notify the parent or eligible student of the order or subpoena in advance of compliance therewith so that the parent or eligible student may seek protective action, unless the disclosure is in compliance with a federal grand jury subpoena, or any other subpoena issued for law enforcement purposes, and the court or other issuing agency has ordered that the existence or the contents of the subpoena or the information furnished in response to the subpoena not be disclosed, or the disclosure is in compliance with an ex parte court order obtained by the United States Attorney General (or designee not lower than an Assistant Attorney General) concerning investigations or prosecutions of an offense listed in 18 U.S.C. 2332b(g)(5)(B), an act of domestic or international terrorism as defined in 18 U.S.C. 2331, or a parent is a party to a court proceeding involving child abuse and neglect or dependency matters, and the order is issued in the context of the proceeding. If the school district initiates legal action against a parent or student, it may disclose to the court, without a court order or subpoena, the education records of the student that are relevant for the school district to proceed with the legal action as plaintiff. Also, if a parent or eligible student initiates a legal action against the school district, the school district may disclose to the court, without a court order or subpoena, the student’s education records that are relevant for the

school district to defend itself.

11. To appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health or safety of the student or other individuals. The decision is to be based upon information available at the time the threat occurs that indicates that there is an articulable and significant threat to the health or safety of a student or other individuals. In making a determination whether to disclose information under this section, the school district may take into account the totality of the circumstances pertaining to a threat and may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other students. A record of this disclosure must be maintained pursuant to Section XIII.E. of this policy. In addition, an educational agency or institution may include in the educational records of a student appropriate information concerning disciplinary action taken against the student for conduct that posed a significant risk to the safety or well-being of that student, other students, or other members of the school community. This information may be disclosed to teachers and school officials within the school district and/or teachers and school officials in other schools who have legitimate educational interests in the behavior of the student;
12. To the juvenile justice system if information about the behavior of a student who poses a risk of harm is reasonably necessary to protect the health or safety of the student or other individuals;
13. Information the school district has designated as “directory information” pursuant to Section VII of this policy;
14. To military recruiting officers and post-secondary educational institutions pursuant to Section XI of this policy;
15. To the parent of a student who is not an eligible student or to the student himself or herself;
16. To appropriate health authorities to the extent necessary to administer immunization programs and for bona fide epidemiologic investigations which the commissioner of health determines are necessary to prevent disease or disability to individuals in the public educational agency or institution in which the investigation is being conducted;
17. To volunteers who are determined to have a legitimate educational interest in the data and who are conducting activities and events sponsored by or endorsed by the educational agency or institution for students or former students;
18. To the juvenile justice system, on written request that certifies that the information will not be disclosed to any other person except as authorized by law without the written consent of the parent of the student:

- a. the following information about a student must be disclosed: a student's full name, home address, telephone number, date of birth; a student's school schedule, daily attendance record, and photographs, if any; and any parents' names, home addresses, and telephone numbers;
- b. the existence of the following information about a student, not the actual data or other information contained in the student's educational record, may be disclosed provided that a request for access must be submitted on the statutory form and it must contain an explanation of why access to the information is necessary to serve the student: (1) use of a controlled substance, alcohol, or tobacco; (2) assaultive or threatening conduct that could result in dismissal from school under the Pupil Fair Dismissal Act; (3) possession or use of weapons or look-alike weapons; (4) theft; or (5) vandalism or other damage to property. Prior to releasing this information, the principal or chief administrative officer of a school who receives such a request must, to the extent permitted by federal law, notify the student's parent or guardian by certified mail of the request to disclose information. If the student's parent or guardian notifies the school official of an objection to the disclosure within ten (10) days of receiving certified notice, the school official must not disclose the information and instead must inform the requesting member of the juvenile justice system of the objection. If no objection from the parent or guardian is received within fourteen (14) days, the school official must respond to the request for information.

The written requests of the juvenile justice system member(s), as well as a record of any release, must be maintained in the student's file.

- 18. To the principal where the student attends and to any counselor directly supervising or reporting on the behavior or progress of the student if it is information from a disposition order received by a superintendent under Minn. Stat. § 260B.171, Subd. 3. The principal must notify the counselor immediately and must place the disposition order in the student's permanent education record. The principal also must notify immediately any teacher or administrator who directly supervises or reports on the behavior or progress of the student whom the principal believes needs the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. The principal may also notify other school district employees, substitutes, and volunteers who are in direct contact with the student if the principal determines that these individuals need the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. Such notices from the principal must identify the student, outline the offense, and describe any conditions of probation about which the school must provide information if this information is provided in the disposition order. Disposition order information received is private educational data received for the limited purpose of serving the educational needs of the student and protecting students and staff. The information may not be further disseminated by the counselor, teacher, administrator, staff member, substitute, or volunteer except as necessary to serve the student, to protect students and staff, or as otherwise required by law, and only to the student or the

student's parent or guardian.

20. To the principal where the student attends if it is information from a peace officer's record of children received by a superintendent under Minn. Stat. § 260B.171, Subd. 5. The principal must place the information in the student's educational record. The principal also must notify immediately any teacher, counselor, or administrator directly supervising the student whom the principal believes needs the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. The principal may also notify other district employees, substitutes, and volunteers who are in direct contact with the student if the principal determines that these individuals need the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. Such notices from the principal must identify the student and describe the alleged offense if this information is provided in the peace officer's notice. Peace officer's record information received is private educational data received for the limited purpose of serving the educational needs of the student and protecting students and staff. The information must not be further disseminated by the counselor, teacher administrator, staff member, substitute, or volunteer except to communicate with the student or the student's parent or guardian as necessary to serve the student, to protect students and staff, or as otherwise required by law.

The principal must delete the peace officer's record from the student's educational record, destroy the data, and make reasonable efforts to notify any teacher, counselor, staff member, administrator, substitute, or volunteer who received information from the peace officer's record if the county attorney determines not to proceed with a petition or directs the student into a diversion or mediation program or if a juvenile court makes a decision on a petition and the county attorney or juvenile court notifies the superintendent of such action.

21. To the Secretary of Agriculture, or authorized representative from the Food and Nutrition Service or contractors acting on behalf of the Food and Nutrition Service, for the purposes of conducting program monitoring, evaluations, and performance measurements of state and local educational and other agencies and institutions receiving funding or providing benefits of one or more programs authorized under the National School Lunch Act or the Child Nutrition Act of 1966 for which the results will be reported in an aggregate form that does not identify any individual, on the conditions that: (a) any data collected shall be protected in a manner that will not permit the personal identification of students and their parents by other than the authorized representatives of the Secretary; and (b) any personally identifiable data shall be destroyed when the data are no longer needed for program monitoring, evaluations, and performance measurements.
22. To an agency caseworker or other representative of a State or local child welfare agency, or tribal organization (as defined in section 450b of Title 25), who has the right to access a student's case plan, as defined and determined by the State or tribal organization, when

such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student, provided that the education records, or the personally identifiable information contained in such records, of the student will not be disclosed by such agency or organization, except to an individual or entity engaged in addressing the student's education needs and authorized by such agency or organization to receive such disclosure and such disclosure is consistent with the State or tribal laws applicable to protecting the confidentiality of a student's education records.

C. Nonpublic School Students

The School District may disclose personally identifiable information from the education records of a nonpublic school student, other than a student who receives shared time educational services, without the written consent of the parent of the school or the eligible student unless otherwise provided herein, if the disclosure is:

1. Pursuant to a valid court order.
2. Pursuant to a statute specifically authorizing access to the private data; or
3. To appropriate health authorities to the extent necessary to administer immunization programs and for bona fide epidemiological investigations which the commissioner of health determines are necessary to prevent disease or disability to individuals in the public educational agency or institution in which the investigation is being conducted.

VII. RELEASE OF DIRECTORY INFORMATION

A. Classification

Directory information is public except as provided herein.

B. Former Students

Unless a former student validly opted out of the release of directory information, and has not rescinded the opt out request at any time, the school district may disclose directory information from the education records generated by it regarding the former student without meeting the requirements of Paragraph C. of this section. In addition, under an explicit exclusion from the definition of an "education record," the school district may release records that only contain information about an individual obtained after he or she is no longer a student at the school district and that are not directed related to the individual's attendance as a student (e.g., a student's activities as an alumnus of the school district).

C. Present Students and Parents

The school district may disclose directory information from the education records of a student and information regarding parents without prior written consent of the parent of the student or eligible student, except as provided herein. Prior to such disclosure the school district shall:

1. Annually give public notice by any means that are reasonably likely to inform the parents and eligible students of:
 - a. the types of personally identifiable information regarding students and/or parents that the school district has designated as directory information;
 - b. the parent's or eligible student's right to refuse to let the school district designate

- any or all of those types of information about the student and/or the parent as directory information; and
 - c. the period of time in which a parent or eligible student has to notify the school district in writing that he or she does not want any or all of those types of information about the student and/or the parent designated as directory information.
2. Allow a reasonable period of time after such notice has been given for a parent or eligible student to inform the school district, in writing, that any or all of the information so designated should not be disclosed without the parent's or eligible student's prior written consent, except as provided in Section VI of this policy.
 3. A parent or eligible student may not opt out of the directory information disclosures to:
 - a. prevent the school district from disclosing or requiring the student to disclose the student's name, ID, or school district e-mail address in a class in which the student is enrolled; or
 - b. prevent the school district from requiring a student to wear, to display publicly, or to disclose a student ID card or badge that exhibits information that may be designated as directory information and that has been properly designated by the school district as directory information.
 4. The school district shall not disclose or confirm directory information without meeting the written consent requirements contained in Section VI.A of this policy if a student's social security number or other non-directory information is used alone or in combination with other data elements to identify or help identify the student or the student's records.

D. Procedure for Obtaining Nondisclosure of Directory Information

The parent's or eligible student's written notice shall be directed to the responsible authority and shall include the following:

1. Name of the student and/or parent, as appropriate;
2. Home address;
3. School presently attended by student;
4. Parent's legal relationship to student, if applicable; and
5. Specific categories of directory information to be made not public without the parent's or eligible student's prior written consent, which shall only be applicable for that school year.

E. Duration

The designation of any information as directory information about a student or parents will remain in effect for the remainder of the school year unless the parent or eligible student provides the written notifications provided herein.

VIII. DISCLOSURE OF PRIVATE RECORDS

A. Private Records

For the purposes herein, education records are records, which are classified as private data on individuals by state law and which are accessible only to the student who is the subject of the data and the student's parent if the student is not an eligible student. The school district may not disclose private records or their contents except as summary data, or except as provided in Section VI of this policy, without the prior written consent of the parent or the eligible student. The school district will use reasonable methods to identify and authenticate the identity of parents, students, school officials, and any other party to whom personally identifiable information from educational records is disclosed.

B. Private Records Not Accessible to Parent

In certain cases state law intends, and clearly provides, that certain information contained in the education records of the school district pertaining to a student be accessible to the student alone, and to the parent only under special circumstances, if at all.

1. The responsible authority may deny access to private data by a parent when a minor student who is the subject of that data requests that the responsible authority deny such access. The minor student's request must be submitted in writing setting forth the reasons for denying access to the parent and must be signed by the minor. Upon receipt of such request the responsible authority shall determine if honoring the request to deny the parent access would be in the best interest of the minor data subject. In making this determination the responsible authority shall consider the following factors:
 - a. whether the minor is of sufficient age and maturity to be able to explain the reasons for and understand the consequences of the request to deny access;
 - b. whether the personal situation of the minor is such that denying parental access may protect the minor data subject from physical or emotional harm;
 - c. whether there are grounds for believing that the minor data subject's reasons for precluding parental access are reasonably accurate;
 - d. whether the data in question is of such a nature that disclosure of it to the parent may lead to physical or emotional harm to the minor data subject; and
 - e. whether the data concerns medical, dental or other health services provided pursuant to Minn. Stat. §§ 144.341-144.347, in which case the data may be released only if the failure to inform the parent would seriously jeopardize the health of the minor.

C. Private Records Not Accessible to Student

Students shall not be entitled to access to private data concerning financial records and statements of the student's parent or any information contained therein.

IX. DISCLOSURE OF CONFIDENTIAL RECORDS

A. Confidential Records

Confidential records are those records and data contained therein which are made not public by state or federal law, and which are inaccessible to the student and the student's parents or to an eligible student.

B. Reports Under the Maltreatment of Minors Reporting Act

Pursuant to Minn. Stat. § 626.556, reports pertaining to a neglected and/or physically and/or sexually abused child shall be accessible only to the appropriate welfare and law enforcement

agencies. In respect to other parties, such data shall be confidential and will not be made available to the parent or the subject individual by the school district. The subject individual, however, may obtain a copy of the report from either the local welfare agency, county sheriff or the local police department subject to the provisions of Minn. Stat. § 626.556, Subd. 11.

Regardless of whether a written report is made under Minn. Stat. § 626.556, Subd. 7, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident occurred, that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.

C. Investigative Data

Data collected by the school district as part of an active investigation undertaken for the purpose of the commencement or defense of pending civil legal action, or which are retained in anticipation of a pending civil legal action are classified as protected nonpublic data in the case of data not on individuals, and confidential data in the case of data on individuals.

1. The school district may make any data classified as protected non-public or confidential pursuant to this subdivision accessible to any person, agency or the public if the school district determines that such access will aid the law enforcement process, promote public health or safety, or dispel widespread rumor or unrest.
2. A complainant has access to a statement he or she provided to the school district.
3. Parents or eligible students may have access to investigative data of which the student is the subject, but only to the extent the data is not inextricably intertwined with data about other school district students, school district employees, and/or attorney data as defined in Minn. Stat. § 13.393.
4. Once a civil investigation becomes inactive, civil investigative data becomes public unless the release of the data would jeopardize another pending civil legal action, except for those portions of such data that are classified as not public data under state or federal law. Any civil investigative data presented as evidence in court or made part of a court record shall be public. For purposes of this provision, a civil investigation becomes inactive upon the occurrence of any of the following events:
 - a. a decision by the school district, or by the chief attorney for the school district, not to pursue the civil legal action. However, such investigation may subsequently become active if the school district or its attorney decides to renew the civil legal action;
 - b. the expiration of the time to file a complaint under the statute of limitations or agreement applicable to the civil legal action; or
 - c. the exhaustion or expiration of rights of appeal by either party to the civil legal action.
5. A “pending civil legal action” for purposes of this subdivision is defined as including, but not limited to, judicial, administrative or arbitration proceedings.

X. DISCLOSURE OF SCHOOL RECORDS PRIOR TO EXCLUSION OR EXPULSION HEARING

At a reasonable time prior to any exclusion or expulsion hearing, the student and the student’s parent or

guardian or representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the action proposed by the school district may be based, pursuant to the Minnesota Pupil Fair Dismissal Act, Minn. Stat. § 121A.40, *et seq.*

XI. DISCLOSURE OF DATA TO MILITARY RECRUITMENT OFFICERS

- A. The School District will release the names, addresses, and home telephone numbers of students in grades 11 and 12 to military recruiting officers within sixty (60) days after the date of the request unless a parent or eligible student has refused in writing to release this data to military recruiters pursuant to Paragraph C. below.
- B. Data released to military recruiting officers under this provision:
 - 1. may be used only for the purpose of providing information to students about military service, state and federal veterans' education benefits, and other career and educational opportunities provided by the military; and
 - 2. cannot be further disseminated to any other person except personnel of the recruiting services of the armed forces.
- C. A parent or eligible student has the right to refuse the release of the name, address, or home telephone number to military recruiting officers and post-secondary educational institutions. To refuse the release of the above information to military recruiting officers and post-secondary educational institutions, a parent or eligible student must notify the responsible authority, the St. Louis Park High School Principal or designee, in writing, by the end of the second week of school each year. The written request must include the following information:
 - 1. Name of student and parent, as appropriate;
 - 2. Home address;
 - 3. Student's grade level;
 - 4. School presently attended by student;
 - 5. Parent's legal relationship to student, if applicable;
 - 6. Specific category or categories of information which are not to be released to military recruiting officers and post-secondary educational institutions; and
 - 7. Specific category or categories of information, which are not to be released to the public, including military recruiting officers and post-secondary educational institutions.
- D. Annually, the school district will provide public notice by any means that are reasonably likely to inform the parents and eligible students of their rights to refuse to release the names, addresses, and home phone numbers of students in grades 11 and 12 without prior consent.
- E. A parent or eligible student's refusal to release the above information to military recruiting officers does not affect the school district's release of directory information to the rest of the public, which includes military recruiting officers and post-secondary educational institutions. In order to make any directory information about a student private, the procedures contained in Section VII of this policy also must be followed. Accordingly, to the extent the school district has designated the name, address, phone number, and grade level of students as directory information, absent a request from a parent or eligible student not to release such data, this information will be public data and accessible to members of the public, including military recruiting officers and post-secondary educational institutions.

XII. LIMITS ON REDISCLOSURE

A. Redisclosure

Consistent with the requirements herein, the school district may only disclose personally identifiable information from the education records of a student on the condition that the party to whom the information is to be disclosed will not disclose the information to any other party without the prior written consent of the parent of the student or the eligible student, except that the officers, employees and agents of any party receiving personally identifiable information under this section may use the information, but only for the purposes for which the disclosure was made.

B. Redisclosure Not Prohibited

1. Subdivision A. of this section does not prevent the school district from disclosing personally identifiable information under Section VI of this policy with the understanding that the party receiving the information may make further disclosures of the information on behalf of the school district provided:
 - a. The disclosures meet the requirements of Section VI of this policy; and
 - b. The school district has complied with the record-keeping requirements of Section XIII of this policy.
2. Subdivision A. of this section does not apply to disclosures made pursuant to court orders or lawfully issued subpoenas or litigation, to disclosures of directory information, to disclosures to a parent or student, or to parents of dependent students-, or to disclosures concerning sex offenders and other individuals required to register under 42 U.S.C. § 14071. However, the school district must provide the notification required in Section XII.D. of this policy if a redisclosure is made based upon court order or lawfully issued subpoena.

C. Classification of Disclosed Data

The information disclosed shall retain the same classification in the hands of the party receiving it as it had in the hands of the school district.

D. Notification

The school district shall, inform the party to whom a disclosure is made of the requirements set forth in this section, except for disclosures made pursuant to court orders or lawfully issued subpoenas, disclosure of directory information under Section VII of this policy, ~~or~~ disclosures to a parent or student, or disclosures to parents of a dependent student. In the event that the Family Policy Compliance Office determines that a state or local educational authority, a federal agency headed by an official listed in 34 C.F.R. § 99.31(a)(3), or an authorized representative of a state or local educational authority or a federal agency headed by an official listed in § 99.31(a)(3), or a third party outside the school district improperly rediscloses personally identifiable information from education records or fails to provide notification required under this section of this policy, the school district may not allow that third party access to personally identifiable information from education records for at least five (5) years.

XIII. RESPONSIBLE AUTHORITY, RECORD SECURITY; AND RECORD KEEPING

A. Responsible Authority

The responsible authority shall be responsible for the maintenance and security of student records.

B. Record Security

The principal of each school subject to the supervision and control of the responsible authority shall be the records manager of the school, and shall have the duty of maintaining and securing the privacy and/or confidentiality of student records.

C. Plan for Securing Student Records

The building principal shall submit to the responsible authority a written plan for securing students records by September 1 of each school year. The written plan shall contain the following information:

1. A description of records maintained;
2. Titles and addresses of person(s) responsible for the security of student records;
3. Location of student records, by category, in the buildings;
4. Means of securing student records; and
5. Procedures for access and disclosure.

D. Review of Written Plan for Securing Student Records

The responsible authority shall review the plans submitted pursuant to Paragraph C. of this section for compliance with the law, this policy and the various administrative policies of the school district. The responsible authority shall then promulgate a chart incorporating the provisions of Paragraph C., which shall be attached to and become a part of this policy.

E. Record Keeping

1. The principal shall, for each request for and each disclosure of personally identifiable information from the education records of a student, maintain a record with the education records of the student, which indicates:
 - a. the parties who have requested or received personally identifiable information from the education records of the student; and
 - b. the legitimate interests these parties had in requesting or obtaining the information;
 - c. the names of the state and local educational authorities and federal officials and agencies listed in Section VI.B.4 of this policy that may make further disclosures of personally identifiable information from the student's education records without consent.
2. In the event the school district discloses personally identifiable information from an education record of a student pursuant to Section XII.B of this policy, the record of disclosure required under this section shall also include:
 - a. the names of the additional parties to which the receiving party may disclose the information on behalf of the school district; and
 - b. the legitimate interests under Section VI of this policy which each of the additional parties has in requesting or obtaining the information.; and
 - c. a copy of the record of further disclosures maintained by a state or local educational authority or federal official or agency listed in Section VI.B.4 of this

policy in accordance with 34 C.F.R. § 99.32 and to whom the school district disclosed information form an education record. The school district shall request a copy of the record of further disclosures from a state or local educational authority or federal official or agency to whom education records were disclosed upon a request from a parent eligible student to review the record of requests for disclosure.

3. Section XIII.E.1 does not apply to requests by or disclosure to a parent of a student or an eligible student, disclosures pursuant to the written consent of a parent of a student or an eligible student, requests by or disclosures to other school officials under Section VI.B.1 of this policy, to requests for disclosures of directory information under Section VII of this policy, or to a party seeking or receiving the records as directed by a federal grand jury or other law enforcement subpoena and the issuing court or agency has ordered that the existence or the contents of the subpoena or the information provided in response to the subpoena not be disclosed or as directed by an ex parte court order obtained by the United States Attorney General (or designee not lower than an Assistant Attorney General) concerning investigations or prosecutions of an offense listed in 18 U.S.C. § 2332b(g)(5)(B) or an act of domestic or international terrorism.
4. The record of requests of disclosures may be inspected by:
 - a. the parent of the student or the eligible student;
 - b. the school official or his or her assistants who are responsible for the custody of the records; and
 - c. the parties authorized by law to audit the record-keeping procedures of the school district.
5. The record of requests and disclosures shall be maintained with the education records of the student as long as the school district maintains the student's education records under the health or safety emergency exception
 - a. the articulable and significant threat to the health or safety of a student or other individual that formed that basis for the disclosure; and
 - b. the parties to whom the school district disclosed the information.
6. The record of requests and disclosures shall be maintained with the education records of the student as long as the school district maintains the student's educational records.

XIV. RIGHT TO INSPECT AND REVIEW EDUCATION RECORDS

A. Parent of a Student, an Eligible Student or the Parent of an Eligible Student Who is Also a Dependent Student

The school district shall permit the parent of a student, an eligible student or the parent of an eligible student who is also a dependent student who is or has been in attendance in the school district to inspect or review the education records of the student, except those records which are made confidential by state or federal law or as otherwise provided in Section VIII of this policy.

B. Response to Request for Access

The school district shall respond to any request pursuant to Subdivision A. of this section immediately, if possible, or within ten (10) days of the date of the request, excluding Saturdays,

Sundays and legal holidays.

C. Right to Inspect and Review

The right to inspect and review education records under Subdivision A. of this section includes:

1. The right to a response from the school district to reasonable requests for explanations and interpretations of records; and
2. If circumstances effectively prevent the parent or eligible student from exercising the right to inspect and review the education records, the school district shall provide the parent or eligible student with a copy of the records requested, or make other arrangements for the parent or eligible student to inspect and review the requested records.
3. Nothing in this policy shall be construed as limiting the frequency of inspection of the educational records of a student with a disability by the student's parent or guardian or by the school upon the student reaching the age of majority.

D. Form of Request

Parents or eligible students shall submit to the school district a written request to inspect education records which identify as precisely as possible the record or records he or she wishes to inspect.

E. Collection of Student Records

If a student's education records are maintained in more than one location, the responsible authority may collect copies of the records or the records themselves from the various locations so they may be inspected at one site. However, if the parent or eligible student wishes to inspect these records where they are maintained, the school district shall attempt to accommodate those wishes. The parent or eligible student shall be notified of the time and place where the records may be inspected.

F. Records Containing Information on More Than One Student

If the education records of a student contain information on more than one student, the parent or eligible student may inspect and review or be informed of only the specific information, which pertains to that student.

G. Authority to Inspect or Review

The school district may presume that either parent of the student has authority to inspect or review the education records of a student unless the school district has been provided with evidence that there is a legally binding instrument or a state law or court order governing such matters as marriage dissolution, separation or custody which provides to the contrary.

H. Fees for Copies of Records

1. The school district shall charge a reasonable fee for providing photocopies or printed copies of records unless printing a copy is the only method to provide for the inspection of data. In determining the amount of the reasonable fee, the school district shall consider the following:
 - a. the cost of materials, including paper, used to provide the copies;
 - b. the cost of the labor required to prepare the copies;
 - c. any schedule of standard copying charges established by the school district in its normal course of operations;
 - d. any special costs necessary to produce such copies from machine based record-keeping systems, including but not limited to computers and microfilm

- systems; and
 - e. mailing costs.
 - 2. If 100 or fewer pages of black and white, letter or legal size paper copies are requested, actual costs shall not be used and, instead, the charge shall be no more than 25 cents for each page copied.
 - 3. The cost of providing copies shall be borne by the parent or eligible student.
 - 4. The responsible authority, however, may not impose a fee for a copy of an education record made for a parent or eligible student if doing so would effectively prevent, or in the case of a student with a disability would impair, the parent or eligible student from exercising their right to inspect or review the student's education records.

XV. REQUEST TO AMEND RECORDS; PROCEDURES TO CHALLENGE DATA

A. Request to Amend Education Records

The parent of a student or an eligible student who believes that information contained in the education records of the student is inaccurate, misleading or violates the privacy or other rights of the student may request that the school district amend those records.

1. The request shall be in writing, shall identify the item the requestor believes to be inaccurate, misleading or in violation of the privacy or other rights of the student, shall state the reason for this belief, and shall specify the correction the requestor wishes the school district to make. The request shall be signed and dated by the requestor.
2. The school district shall decide whether to amend the education records of the student in accordance with the request within thirty (30) days after receiving the request.
3. If the school district decides to refuse to amend the education records of the student in accordance with the request, it shall inform the parent of the student or the eligible student of the refusal and advise the parent or eligible student of the right to a hearing under Subdivision B. of this section.

B. Right to a Hearing

If the school district refuses to amend the education records of a student, the school district, on request, shall provide an opportunity for a hearing in order to challenge the content of the student's education records to ensure that information in the education records of the student is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student. A hearing shall be conducted in accordance with Subdivision C. of this section.

1. If, as a result of the hearing, the school district decides that the information is inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it shall amend the education records of the student accordingly and so inform the parent of the student or the eligible student in writing.
2. If, as a result of the hearing, the school district decides that the information is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it shall inform the parent or eligible student of the right to place a statement in the record commenting on the contested information in the record or stating why he or she disagrees with the decision of the school district, or both.
3. Any statement placed in the education records of the student under Subdivision B. of this section shall:
 - a. be maintained by the school district as part of the education records of the student

so long as the record or contested portion thereof is maintained by the school district; and

- b. if the education records of the student or the contested portion thereof is disclosed by the school district to any party, the explanation shall also be disclosed to that party.

C. Conduct of Hearing

1. The hearing shall be held within a reasonable period of time after the school district has received the request, and the parent of the student or the eligible student shall be given notice of the date, place and time reasonably in advance of the hearing.
2. The hearing may be conducted by any individual, including an official of the school district who does not have a direct interest in the outcome of the hearing. The school board attorney shall be in attendance to present the school board's position and advise the designated hearing officer on legal and evidentiary matters.
3. The parent of the student or eligible student shall be afforded a full and fair opportunity for hearing to present evidence relative to the issues raised under Subdivisions A. and B. of this section and may be assisted or represented by individuals of his or her choice at his or her own expense, including an attorney.
4. The school district shall make a decision in writing within a reasonable period of time after the conclusion of the hearing. The decision shall be based solely on evidence presented at the hearing and shall include a summary of evidence and reasons for the decision.

D. Appeal

The final decision of the designated hearing officer may be appealed in accordance with the applicable provisions of the Minn. Stat. Ch. 14 relating to contested cases.

XVI. PROBLEMS ACCESSING DATA

- A. The data practices compliance official is the designated employee to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems.
- B. Data practices compliance official means the Director of Special Services.
- C. Any request by an individual with a disability for reasonable modifications of the school district's policies or procedures for purposes of assessing records shall be made to the data practices compliance official.

XVII. COMPLAINTS FOR NONCOMPLIANCE WITH FERPA

A. Where to File Complaints

Complaints regarding alleged violations of rights accorded parents and eligible students by FERPA and the rules promulgated thereunder, shall be submitted in writing to the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-4605.

B. Content of Complaint

A complaint filed pursuant to this section must contain specific allegations of fact giving reasonable cause to believe that a violation of FERPA and the rules promulgated there under has occurred.

XVIII. WAIVER

A parent or eligible student may waive any of his or her rights provided herein pursuant to FERPA. A waiver shall not be valid unless in writing and signed by the parent or eligible student. The school district may not require such a waiver.

XIX. ANNUAL NOTIFICATION OF RIGHTS

A. Contents of Notice

The school district shall give parents of students currently in attendance and eligible students currently in attendance annual notice by such means as are reasonably likely to inform the parents and eligible students of the following:

1. That the parent or eligible student has a right to inspect and review the student's education records and the procedure for inspecting and reviewing education records;
2. That the parent or eligible student has a right to seek amendment of the student's education records to ensure that those records are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights and the procedure for requesting amendment of records;
3. That the parent or eligible student has a right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that federal and state law and the regulations promulgated there under authorize disclosure without consent;
4. That the parent or eligible student has a right to file a complaint with the U.S. Department of Education regarding an alleged failure by the school district to comply with the requirements of FERPA and the rules promulgated thereunder;
5. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest for purposes of disclosing education records to other school officials whom the school district has determined to have legitimate educational interests; and
6. That the school district forwards education records on request to a school in which a student seeks or intends to enroll including suspension and expulsion records pursuant to the federal Every Student Succeeds Act and, if applicable, a student's history of violent behavior.

B. Notification to Parents of Students Having a Primary Home Language Other Than English

The school district shall provide for the need to effectively notify parents of students identified as having a primary or home language other than English.

C. Notification to Parents or Eligible Students Who are Disabled

The school district shall provide for the need to effectively notify parents or eligible students identified as disabled.

XX. DESTRUCTION AND RETENTION OF RECORDS

Destruction and retention of records by the school district shall be controlled by state and federal law.

XXI. COPIES OF POLICY

Copies of this policy may be obtained by parents and eligible students at the office of the Superintendent.

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 14 (Administrative Procedures Act)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 121A.75 (Sharing Disposition Order and Peace Officer Records)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 127A.852 (Military-Connected Youth Identifier)
Minn. Stat. § 144.341-144.347 (Consent of Minors for Health Services)
Minn. Stat. § 260B.171, Subds. 3 and 5 (Disposition Order and Peace Officer Records of Children)
Minn. Stat. § 363A.42 (Public Records: Accessibility)
Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors)
Minn. Rules Parts 1205.0100-1205.2000 (Data Practices)
10 U.S.C. § 503(b) and (c) (Enlistments: Recruiting Campaigns; Compilation of Directory Information)
18 U.S.C. § 2331 (Definitions)
18 U.S.C. § 2332b (Acts of Terrorism Transcending National Boundaries)
20 U.S.C. Sec. 1232g *et seq.* (Family Educational Rights and Privacy Act)
20 U.S.C. § 6301 *et seq.* (Every Student Succeeds Act)
20 U.S.C. § 7908 (Armed Forces Recruiting Information)
26 U.S.C. Secs. 151 and 152 (Internal Revenue Code)
34 C.F.R. Secs. 99.1-99.67 (Family & Education Rights & Privacy)
34 C.F.R. § 300.610-300.627 (Confidentiality of Information)
42 C.F.R. § 2.1 *et seq.* (*Confidentiality of Drug Abuse Patient Records*)
Gonzaga University v. Doe, 536 U.S. 273 (2002)

Cross References:

MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 417 (Chemical Use and Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 519 (Interviews of Students by Outside Agencies)
MSBA/MASA Model Policy 520 (Student Surveys)
MSBA/MASA Model Policy 711 (Videotaping on School Buses)
MSBA/MASA Model Policy 906 (Community Notification of Predatory Offenders)
MSBA Service Manual, Chapter 13, School Law Bulletin “I” (School Records – Privacy – Access to Data)

TITLE School District Curriculum and Instruction Goals

I. PURPOSE

The purpose of this policy is to establish broad curriculum, instruction and assessment parameters that align with the district's strategic plan for racial equity and for the school district that also encompass state and federal legislation and guidelines.

II. GENERAL STATEMENT OF POLICY

~~It is the policy of St Louis Park Public Schools the school district~~ strives to provide an equitable, rigorous, and comprehensive educational experience that is defined by academic standards and implemented through an aligned curriculum for students in kindergarten - grade 12. The school district will deliver the standards and curriculum, in alignment with Minnesota Academic Standards, at identified grade levels through classes and/or courses, using an anti-racist and culturally responsive framework. ~~establish learner results toward which all learning in the school district should be directed and for which all school district learners should be held accountable.~~

III. DEFINITIONS

- A. "Instruction" means methods of providing learning experiences that enable students to meet state and district academic standards and graduation requirements.
- B. "Curriculum" means district or school adopted programs and written plans for providing students learning experiences that lead to expected knowledge and skills.
- C. "Assessment" means multiple tools used to gather information about the student's performance on the standards taught.
- D. "Academic Standards" describes the concepts, processes and skills students will learn and the level to which they must be mastered.

IV. STUDENT PERFORMANCE GOALS

- A. ~~All students will be required to demonstrate essential skills to effectively participate in lifelong learning. These skills include:~~
Academic standards will require that all students demonstrate knowledge and skills needed to succeed in a changing global environment. These skills include:
 - 1. reading, writing, speaking, listening and viewing in the English language;
 - 2. mathematical and scientific concepts;
 - 3. locating, organizing, communicating and evaluating information and developing methods of inquiry (i.e. problem solving);
 - 4. creative and critical thinking, decision making and study skills;
 - 5. work readiness skills;
 - 6. global and cultural understanding within historical, economic, and geographic contexts.
- B. Each student will have the opportunity and will be expected to develop and

apply essential knowledge that enables that student to:

1. live as a responsible, productive citizen and consumer within local, state, national and global political, social, and economic systems;
2. bring many perspectives, including historical, to contemporary issues;
3. develop an appreciation and respect for democratic institutions;
4. communicate and relate effectively in languages and with cultures other than the student's own;
5. practice stewardship of the land, natural resources and environment;
6. use a variety of tools and technology to gather and use information, enhance learning, solve problems, and increase human productivity.

C. School practices and instruction will be directed toward developing within each student a positive self-image and a sense of personal responsibility for:

1. establishing and achieving personal and career goals;
2. adapting to change;
3. leading a healthy and fulfilling life, both physically and mentally;
4. living a life that will contribute to the well-being of society;
5. becoming a self-directed learner;
6. exercising ethical behavior.

D. Students will be given the opportunity to acquire human relations skills necessary to:

1. appreciate, understand, and accept human diversity and interdependence;
2. address human problems through team effort;
3. resolve conflicts with and among others;
4. function constructively within a family unit;
5. promote a multicultural, gender-fair, disability-sensitive society.

Legal References:

[Minn. Stat. § 120B.018 \(Definitions\)](#)

[Minn. Stat. § 120B.02 \(Educational Expectations for Minnesota Students\)](#)

[Minn. Stat. § 120B.11 \(School District Process\)](#)

[Minn. Stat. § 120B.12 \(Reading Proficiently no Later than the End of Grade 3\)](#)

[Minn. Stat. § 120B.30, Subd. 1 \(Statewide Testing and Reporting System\)](#)

[Minn. Stat. § 120B.35, Subd. 3 \(Student Academic Achievement and Growth\)](#)

[Minn. Stat. § 122A.40, Subd. 8 \(Employment; Contracts; Termination\)](#)

[Minn. Stat. § 122A.41, Subd. 5 \(Teacher Tenure Act; Cities of the First Class; Definitions\)](#)

[Minn. Stat. § 123B.147, Subd. 3 \(Principals\)](#)

[Minn. Stat. § 125A.56, Subd. 1 \(Alternate Instruction Required\)](#)

[20 U.S.C. § 5801, et seq. \(National Education Goals 2000\)](#)

[20 U.S.C. § 6301, et seq. \(Every Student Succeeds Act\)](#)

CONSENT AGENDA JANUARY 2021 ORGANIZATIONAL MEETING

BUSINESS

It is recommended that the School Board approve the Organizational January 2021 Consent Agenda and Resolution designating School District Responsible Authority to be Astein Osei, Superintendent, as presented.

MOTION _____ SECOND _____ VOTE _____

ORGANIZATION OF THE BOARD

For the purposes of organization of the Board, the Board will be asked to authorize and re-designate the following:

1. Official Newspaper of the School District State law requires publication of official Board proceedings and certain legal notices in the “official newspaper of the District.” The Sun Sailor is recommended as the official newspaper of the District.
2. **The Board must designate depositories for legal purposes. Operating Account Depositories** It is recommended that the Board re-designate the following bank accounts for the July 1, 2020 through June 30, 2021 (FY21) and July 1, 2021 through June 30, 2022 (FY22):
 - Associated Bank
 - Citizens Independent Bank
 - Account Matrix Trust Company by Genesis Employee Benefits for VEBA programs
 - Capital One for escrow/purchase lease agreement

Investment Account Depositories

It is recommended that the following banks and savings and loan associations be designated the official depositories for investment:

- Minnesota School District Liquid Asset Fund Plus (MSDLAF+)
- PMA Securities, Inc.
- MN Trust Community Investment
- Citizens Independent Bank of St. Louis Park
- Associated Bank of St. Louis Park

3. Electronic Fund Transfer Authorization

It is recommended that the Director of Business Services and Assistant Director of Finance be authorized to use electronic processes to transfer funds.

4. Authority to Make Investments

It is recommended that the Superintendent or the Director of Business Services be authorized to make financial investments for Independent School District 283, St. Louis Park, for FY21 and FY22.

5. Authority to Disburse Salaries

It is recommended that the Superintendent or the Director of Business Services be authorized to make disbursements for salaries as provided for individual employment contracts, master employment agreements or School Board resolutions for fiscal years FY21 and FY22.

6. Authority for Early Claim Payments

It is recommended that the Superintendent or Director of Business Services pay appropriate claims in advance of School Board authorizations in order to expedite vendor payments and to utilize discount privileges, and such claims shall be reported to the School Board for FY21 and FY22.

7. Authorization to Purchase

It is recommended that the Superintendent or the Director of Business Services be authorized to lease, purchase, and contract for goods and services within the budget as approved by the Board, provided that any transaction in any amount exceeding the minimum amount of \$175,000 (M.S. 471.345.Subd.3) for which bids are required must first be specifically authorized by the Board and must fulfill all other applicable requirements in Section 123B.52.

8. Deputy-Clerk and Deputy-Treasurer

It is recommended that the Director of Business Services be appointed Deputy Treasurer and the Executive Leadership Partner be appointed Deputy Clerk of Independent School District 283, St. Louis Park, for FY21 and FY22.

9. Check Signatures

It is recommended that any two of the Superintendent, Director of Business Services and the Assistant Director of Finance be authorized to affix mechanical/digital signatures on payroll and accounts payable checks of Independent School District 283 on behalf of the School Board Chairperson, Clerk and Treasurer.

10. Appointment of School Attorneys

It is recommended that the firm Knutson Flynn & Deans, P.A. be designated to provide the District's legal services for 2021-22 and 2022-23 with Steve Knutson serving as primary legal counsel and with Peter Martin serving as primary legal counsel in the area of Special Education. The School Board also authorizes the services of other legal counsel selected by the

Superintendent, as necessary to conduct business and protect the legal interests of the School District.

11. Resolution Appointing School District Responsible Authority

An annual resolution is necessary to meet data privacy reporting requirements as set forth by the State of Minnesota.

***BE IT RESOLVED**, pursuant to the provisions of MN Statutes, Section 13.02 Subdivision 16, Astein Osei, Superintendent is hereby appointed Responsible Authority for St. Louis Park Public Schools, ISD #283.*

***BE IT FURTHER RESOLVED**, Astein Osei, Superintendent of Schools, is hereby authorized to take all actions necessary to assure that all programs, administrative procedures and forms used within St. Louis Park School District #283 are administered in compliance with the provision of Minnesota Statutes Section 13, as amended, and with Rules as lawfully promulgated by the Commissioner of Administration as published in the State Register, by the Office of Revisor of Statutes, State of Minnesota*

2021 School Board Compensation

It is recommended that the School Board approve the the following School Board compensation. The School Board is not recommending an increase in compensation for 2021.

	Chair	Vice Chair	Clerk	Member
Current	\$6,000	\$5,500	\$5,500	\$5,000

Metro Area Comparison

	Chair	Vice Chair	Clerk	Member
Average	\$6,071	\$5,548	\$5,510	\$5,395
50th %tile	\$5,975	\$5,450	\$5,400	\$4,930
Recommended	\$6,000	\$5,500	\$5,500	\$5,000

112

St. Louis Park School Board Meeting Dates

Remaining 2020-21 School Year Meetings

January - June
January 11, 2021
January 25, 2021
February 8, 2021
February 23, 2021 (Tues.) February 22, 2021 (Mon.)
March 8, 2021
March 22, 2021
April 12, 2021
April 26, 2021
May 10, 2021
May 24, 2021
June 14, 2021
June 28, 2021

School Board Meeting Dates 2021-22 School Year (Tuesdays)	
August - December	January - June
August 10, 2021	January 11, 2022
September 14, 2021	January 25, 2022
September 28, 2021	February 8, 2022
October 12, 2021	February 22, 2022
October 26, 2021	March 15, 2022
November 9, 2021	March 29, 2022
November 23, 2021	April 12, 2022
December 14, 2021	April 26, 2022
	May 10, 2022
	May 24, 2022
	June 14, 2022
	June 28, 2022

School Board Appointments & Liaison Assignments

School Liaisons Through August 2022

Aquila	Ken Morrison
Peter Hobart	Colin Cox
Susan Lindgren	Heather Wilsey
Middle School	Laura McClendon
High School	Anne Casey
PSI	Karen Waters
Early Childhood	Karen Waters

Boards/Committees Through 1/2022 Unless Noted Time Commitment

AMSD	Astein Osei/Colin Cox/Alternate Anne Casey	2 hour meeting twice a month
Athletic Advisory Committee	Ken Morrison	
Community Education Advisory Council	Karen Waters; alternate Colin Cox	2 hour meeting once a month
DPAC	Laura McClendon	Meets third Tuesday of the Month for one hour

FAC	Ken Morrison & Colin Cox	Meets 5 or 6 times during the school year for 1.5 hours.
Intermediate District 287	Anne Casey	2-3 hour meeting, 2 x a month; plus optional other events; compensation; 2 year appointment changes in January
Lenox / Senior Program	Laura McClendon	1 meeting once per month
Park Public Schools and Community Foundation	Heather Wilsey	Meetings once per month
Policy Committee	Anne Casey; Laura McClendon; Heather Wilsey	Meetings as set by committee
SNAC (school nutrition)	Ken Morrison	4 times per year
Strategic Plan ACTION TEAM	TBD	Meets as needed
Strategic Plan CORE TEAM	Anne Casey/Laura McClendon	Meets annually in spring

Non-Board Member Reps (could also appoint Planning Commissioner)

City Human Rights Commission	Astein Osei (will recruit alternate)	
City Parks and Rec Commission	George Hagemann	
City Telecom Advisory Commission	Rolf Peterson	
City Planning Commission	Jim Beneke	