

SUPERINTENDENT'S REPORT AND AGENDA

Regular Meeting of the Board of Education
Independent School District No. 280, Richfield, Minnesota

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

Tuesday, September 7, 2021
7:00 p.m. School Board Meeting

- I. CALL TO ORDER
- II. REVIEW AND APPROVAL OF THE AGENDA
- III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

- A. Superintendent Update

- 1. Summer School Summary
 - 2. Back-to-School Presentation
 - 3. Board Self-Evaluation

- IV. CONSENT AGENDA

- A. Routine Matters

- 1. Minutes of the regular meeting held August 16, 2021
 - 2. General Disbursements as of 8/27/21 in the amount of \$3,331,524.99
 - 3. Investment Holdings

- B. Personnel Items

- V. NEW BUSINESS

- A. Policy 704 – Annual Audit

- B. Policy 705 – Insurance

- C. Policy 707 – Commission Sales: Vending Machines and School Pictures

- D. Policy 455 – Reserve Teacher Pay Scale

- E. Resolution Stating the Intention of the School Board to Issue General Obligation Refunding Bonds

- F. Authorization for Board Members to Substitute/Be Employed on a Casual/Temporary Basis

- G. RHS Façade Project Change Order #1

September 7, 2021 School Board Meeting Agenda

H. Resolution for Membership in the Minnesota State High School League

I. Donations

VI. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Future Meeting Dates

9-20-2021	7:00 p.m.	Regular Board Meeting – Public Comment
10-4-2021	7:00 p.m.	Regular Board Meeting

D. Suggested/Future Agenda Items

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

VIII. REOPEN MEETING

IX. ADJOURN REGULAR MEETING

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

Agenda Item III.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 7, 2021

Subject: Superintendent Update

Sarah Egberg presents a summary of summer school programming, the superintendent shares back-to-school information, and the board is asked to complete their self-evaluation in the coming weeks.

Attached:

Summer School Summary Presentation
Back to School Presentation
Policy 209: Board Self-Evaluation
Guideline 209.1: Board Self-Evaluation Form

Enriching and accelerating learning

R

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PUBLIC SCHOOLS

Summer Programs 2021

Enriqueciendo y acelerando el aprendizaje

Learning Targets

We will:

- learn about the variety of summer programming offered in Richfield Public Schools.
- understand the student participation rates and demographics during Summer 2021.

Summer School Enrollment



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Elementary (rising 1st-5th)	437
Middle School (rising 6th-8th)	155
Spartan Camp (rising 9th)	35
Credit Recovery (rising 10th-12th)	54
Extended School Year (ESY)	96

Elementary Enrollment Demographics



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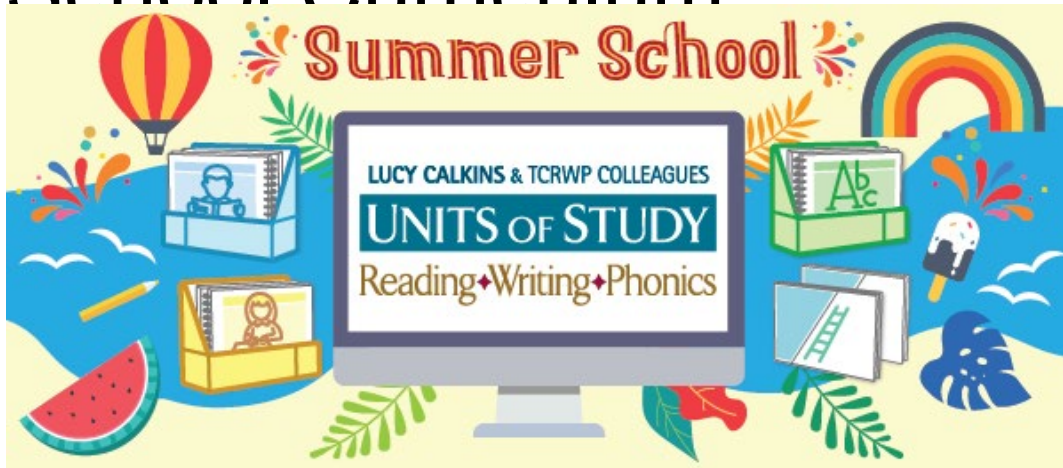
Total Enrollment	437
Average Daily Attendance	80%
American Indian	3.2%
Asian	4.3%
Black	17.8%
Hawaiian Pacific Islander	0.6%
Hispanic	59.4%
White, Non-Hispanic	24%
Free or Reduced Lunch	70.5%

New Elementary Curriculum



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Literacy: Teachers
College Reading and
Writing Project Summer
School Curriculum



Math: Bridges
Intervention



Curriculum Priorities

- Developing a community of readers, writers, and mathematicians
- Fostering motivation and engagement
- Using texts and materials that serve as windows and mirrors for students
- Building foundational skills
- Using explicit instruction
- Fostering independent learning

Elementary Math Coaching

2 elementary math coaches partnered with classroom teachers throughout the summer to support implementation of the summer school curriculum and the use of best practices in math instruction.

- Establish mathematics goals to focus learning
- Implement tasks that promote reasoning and problem solving
- Use and connect mathematical representations
- Facilitate meaningful mathematical discourse
- Pose purposeful questions
- Build procedural fluency from conceptual understanding
- Support productive struggle in learning mathematics

Middle School Enrollment Demographics



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Total Enrollment	155
Average Daily Attendance	78%
American Indian	2.5%
Asian	2.5%
Black	19.3%
Hawaiian Pacific Islander	1 student
Hispanic	73.5%
White, Non-Hispanic	12.2%
Free or Reduced Lunch	84.5%

Math

- Continue to develop math skills, both at grade level and above
- Focus on previewing math material for the following year so students feel like experts

Language Arts

- Engage with texts that reflect students' diverse identities

Team Building

- Fostering team building skills that require strong, clear communication

Spartan Camp and Credit Recovery Demographics



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	Spartan Camp	Credit Recovery
Total Enrollment	35	54
Average Daily Attendance	28	*32--decreased as student earned credit
American Indian	0	0
Asian	2	3
Black	3	13
Hawaiian Pacific Islander	0	0
Hispanic	15	22
Two or more races	1	10
White	14	6
Free or Reduced Lunch	15	44

High School Curriculum--Spartan Camp and Credit Recovery



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Spartan Camp Goals: Getting to know the high school staff and building, strengthening relationships with peers, learning and practicing reading strategies and study skills. Students earn a .5 credit.

Credit Recovery: Opportunity for students to earn credit in courses that they had previously failed. Students complete course work on a individualized course at their own pace. This summer students earned 49.67 credits.



Extended School Year



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Extended School Year (ESY) is a special education service provided by Richfield Public Schools to eligible children and youth with disabilities beyond the instructional year. The purpose of ESY is to maintain skills rather than acquire new skills. The IEP team determines eligibility of ESY services under the standards of regression and self-sufficiency on an annual basis.



Extended School Year (ESY) Demographics



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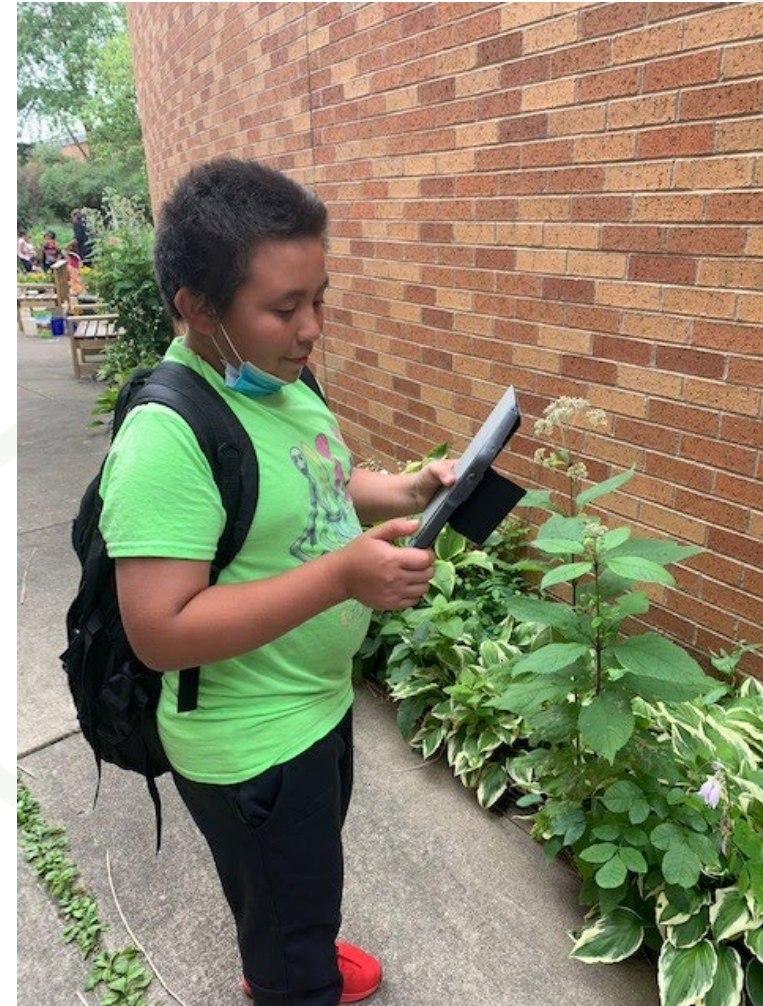
Total Enrollment	96
Average Daily Attendance	STEM: 60% RHS: 34.1% ECSE: 70%
American Indian	2%
Asian	4.1%
Black	25%
Hawaiian Pacific Islander	0%
Hispanic	44.8%
White, Non-Hispanic	21.8%
Free or Reduced Lunch	50%

Community Partnership: Beacons



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Classes included:
World Cultures, Yard
Games, Arts and
Crafts, Mythbusters,
and more.



Community Partnership: D.E.L.O.R.E.S Works



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Classes included: Sports with Kirby Puckett, Jr., Music with Gary Hines from Sounds of Blackness, Creative Writing, Photography, Gardening, Taiko Drumming, and more.

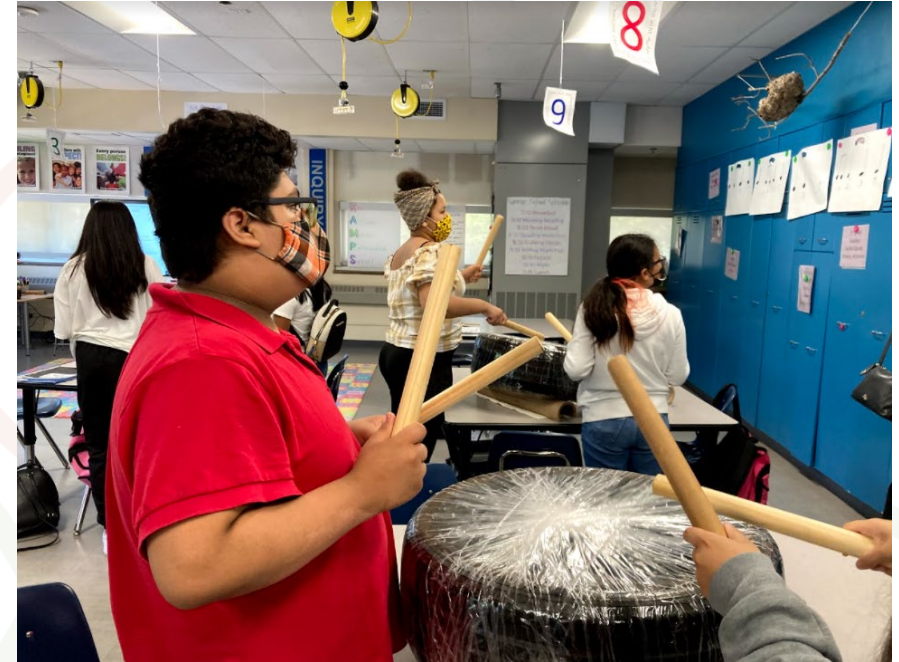


Health and Safety Protocols



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- Masks were required for students, encouraged but optional for vaccinated adults
- Elementary students kept in pods
- Seating charts for contact tracing
- Licensed School Nurse and Health Assistant on staff





Questions?

Enriching and accelerating learning



Back to School Update

Board Meeting 9/7/21

Enriqueciendo y acelerando el aprendizaje

- In-Person
 - Traditional school program
 - Offered at all schools
 - Students are automatically enrolled at their schools for in person
- Blended
 - Programming will be a combination of in person and online
 - Offered at RCEP for grades 9-12+
 - Students enroll through RCEP
- Online (Currently 74 students enrolled – 27 elementary, 24 middle, 23 high)
 - Partnering with outside districts that offer comprehensive online programs
 - Students remain RPS enrolled students, served by our partners
 - MN Virtual Academy for K-12, Northern Star Online additional option for 9-12

- Case rates (this is a new measurement, different from what we have previously published – 7 day total new cases per 100k population)
 - Hennepin County: 165
 - Richfield: 153
- Vaccination rates for Richfield (at least one dose)
 - Ages 12-15: 74%
 - Ages 16-17: 63%
 - Ages 18-49: 80%
- Masking for all individuals when indoors, regardless of vaccination status
- Social distancing to the extent possible
- 10-day quarantine for individuals with positive tests or symptoms
- Close contacts only quarantine if unvaccinated and unmasked together for 15+ minutes or if symptomatic

New This Year



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- Implementing standards-based grading across the District
- Expanded opportunities for social-emotional learning
- Conscious Discipline across the District
- Expanded instructional coaching
- RPS community bicycle fleet
- Additional solar panels
- Coming soon: Equity Guidelines

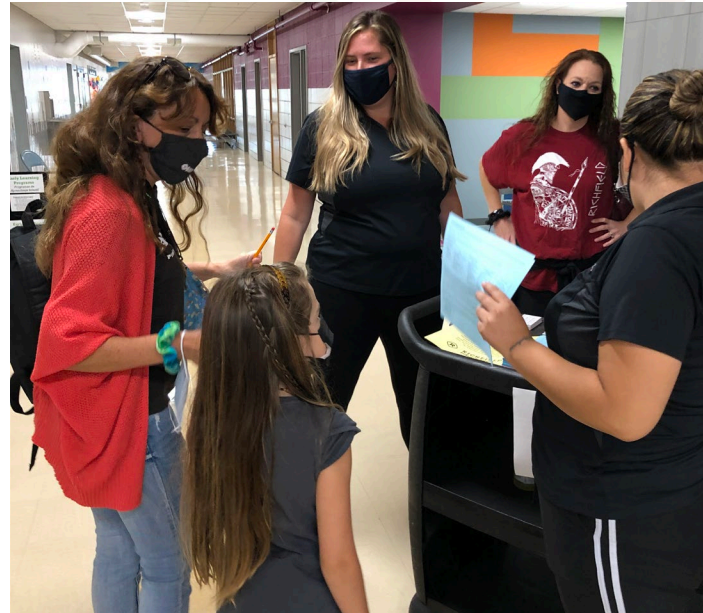
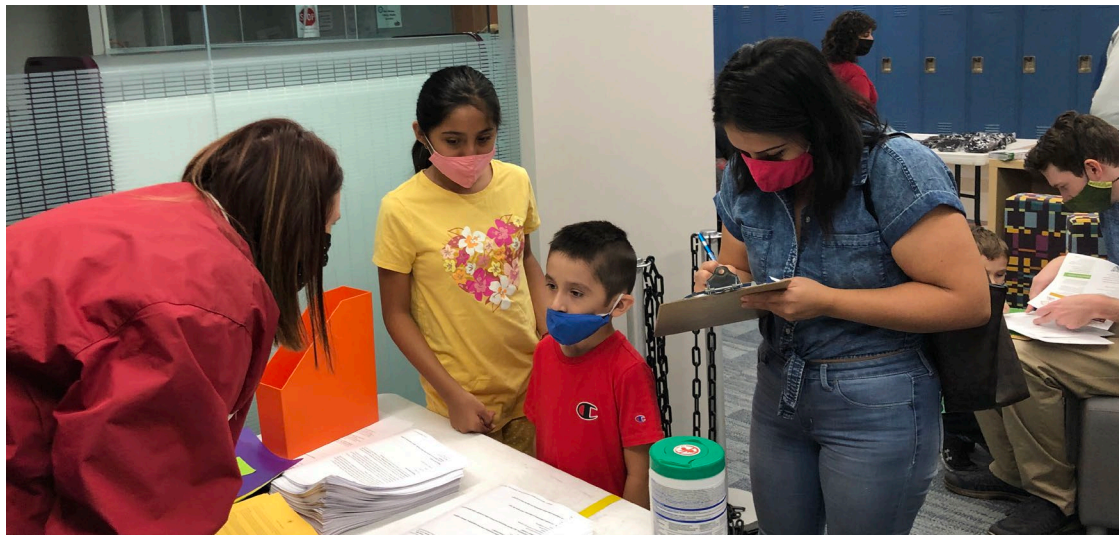


Upcoming Events



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- Penn Fest – September 19, 1 p.m. – 5 p.m.
- Richfield Homecoming Parade – September 25, 10 a.m.
- Parade of Schools
 - RHS: September 25, after the homecoming parade
 - RDLS, RSTEM, Centennial: September 27, 5:30 – 7:30 p.m.
 - Sheridan Hills, RMS: September 28, 5:30 – 7:30 p.m.
 - Central: October 1, 5 p.m. – 7 p.m.



Enriching and accelerating learning



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Questions/Comments

Enriqueciendo y acelerando el aprendizaje

RICHFIELD PUBLIC SCHOOLS
BOARD SELF-EVALUATION

Recognizing Board of Education service as a public trust of the highest order, the Richfield Board of Education accepts the responsibility for assessing its own operations by means of an annual self-evaluation.

Discussion of the self-evaluation will be conducted in accordance with Board Policy 208, Open meetings and Closed Meetings. Normally, such discussions will occur at a regular or special meeting of the Board of Education.

Upon completion of the self-evaluation, the Board of Education will determine priorities for action to further develop strengths and address areas that need improvement.

The superintendent is authorized to develop guidelines for the implementation of this policy.

Cross References: Board Policy 208, Open Meetings and Closed Meetings

ADOPTED BY THE BOARD OF EDUCATION: September 16, 1996
REVIEWED BY THE BOARD OF EDUCATION: February 21, 2012, February 16, 2016
REVISED BY THE BOARD OF EDUCATION: May 15, 2000, August 1, 2005

209.1 Form BOARD SELF-EVALUATION

DIRECTIONS: For each area of responsibility, consider the area as a whole according to the rubric. Highlight the statement that best represents your assessment of the School Board's performance during the past year. Record any comments to the right of each area of responsibility.

<u>AREAS OF RESPONSIBILITY</u>	<u>RATING</u>	<u>COMMENTS</u>
<p>A. SUPERINTENDENT RELATIONS</p> <ul style="list-style-type: none"> • Hire superintendent, as needed • Evaluate superintendent • Provide advice and counsel to superintendent • Provide direction and guidance in developing district and superintendent goals and objectives • Provide superintendent with resources and authority to carry out goals and objectives • Hold superintendent responsible for administration • Utilize appropriate chain of command • Maintain openness and integrity 	<p>a. Unsatisfactory- Our relationship with the superintendent does not support the board and superintendent in leading RPS</p> <p>b. Basic- Our relationship with the superintendent supports the board and superintendent in leading RPS to high levels of performance in a few areas</p> <p>c. Proficient- Our relationship with the superintendent supports the board and superintendent in leading RPS to high levels of performance in many areas</p> <p>d. Exemplary-Our relationship with the superintendent supports the board and superintendent in leading RPS to high levels of performance in all areas</p>	
<p>B. COMMUNITY RELATIONS</p> <ul style="list-style-type: none"> • Promote positive relationships • Encourage community input • Involve community in advisory functions • Represent the district in the community • Provide and promote community education • Communicate district performance in accordance with state educational accountability and public reporting requirements • Publicize and conduct open and orderly meetings • Carry out statutory responsibilities 	<p>a. Unsatisfactory- Our relationship with the community does not support the board and superintendent in an effective community relationship</p> <p>b. Basic- Our relationship with the community leads the RPS to an acceptable relationship with the community</p> <p>c. Proficient- Our relationship with the community leads the RPS to a strong relationship with the community</p> <p>d. Exemplary- Our relationship with the community leads the RPS to a strong relationship with the community that crosses all demographic categories and leads to high levels of partnership</p>	

AREAS OF RESPONSIBILITY

RATING

COMMENTS

<p><i>C. POLICY</i></p> <ul style="list-style-type: none"> • Develop and review mission statement • Review policies on a systematic basis • Develop and adopt new policies as needed • Approve and monitor exceptions to policies 	<p>a. Unsatisfactory- Our role in policy oversight and development occurs infrequently or not at all or develops inappropriate or ineffective policies</p> <p>b. Basic- Our role in policy oversight and development supports a few policy changes and reviews to guide RPS</p> <p>c. Proficient- Our role in policy oversight and development supports many policy changes and reviews to guide RPS</p> <p>d. Exemplary- Our role in policy oversight and development supports all policy changes and reviews to effectively guide RPS and leads to RPS meeting strategic goals</p>	
<p><i>D. RESOURCES</i></p> <ul style="list-style-type: none"> • Examine and assess resource needs (e.g. money, staff, facilities, equipment) • Adopt and monitor the budget • Provide guidelines and direction for negotiations • Establish management compensation • Monitor capital acquisition and improvement plans • Assure audit is conducted 	<p>a. Unsatisfactory- Our role in resource oversight does not occur, or does not lead to strong financial oversight and management</p> <p>b. Basic- Our role in resource oversight leads to fiscally sound practices</p> <p>c. Proficient- Our role in resource oversight leads to fiscally sound practices and improves the alignment of funds to top priorities</p> <p>d. Exemplary- Our role in resource oversight leads to fiscally sound practices and improves the alignment of funds to top priorities and leads to RPS meeting strategic goals</p>	

AREAS OF RESPONSIBILITY

RATING

COMMENTS

<p><i>E. BOARD RELATIONS</i></p> <ul style="list-style-type: none"> • The Board conducts a timely and effective self-evaluation • The Board provides for the orientation, education and training of its members • Board members are prepared for meetings and decision making • Board members attend meetings regularly • The Board is represented at district functions • Board members respect the rights of others to have and express opinions • Board members accept and fulfill liaison assignments • The Board seeks staff input in the decision process, as appropriate • The Board seeks student input in the decision process, as appropriate 	<p>a. Unsatisfactory- Our relationship with other board members does not support the board in collaboratively fulfilling its role</p> <p>b. Basic- Our relationship with other board members supports the board in collaboratively fulfilling its role and to high levels of performance in a few areas</p> <p>c. Proficient- Our relationship with other board members supports the board in collaboratively fulfilling its role and leads to high levels of performance in a many areas</p> <p>d. Exemplary- our relationship with other board members supports the board in collaboratively fulfilling its role and leads to high levels of performance in all areas</p>	
<p><i>F. STRATEGIC PLANNING</i></p> <ul style="list-style-type: none"> • Conduct district-wide strategic planning for multi-year blocks of time • Update the strategic plan as needed • Monitor alignment of goals and activities with the district's mission, beliefs, and strategic policies • Monitor activities and accomplishments in relation to the objectives and strategies contained in the strategic plan 	<p>a. Unsatisfactory- Our role in strategic planning or oversight are not active or do not occur</p> <p>b. Basic- Our role in strategic planning leads to a written plan that guides the work of RPS</p> <p>c. Proficient- Our role in strategic planning leads to a written plan that guides the work of RPS and is actively used in district decision-making</p> <p>d. Exemplary- Our role in strategic planning leads to a written plan that guides the work of RPS, is actively used in district decision making and results in RPS to achieving strategic goals</p>	

AREAS OF RESPONSIBILITY

RATING

COMMENTS

<p>G. EDUCATIONAL PROGRAMS</p> <ul style="list-style-type: none"> • Monitor the ongoing school improvement (accreditation) process • Establish program standards and graduation requirements that are aligned with Minnesota's graduation standards • Monitor student performance • Recognize student achievement • Encourage innovations that support learning • Monitor special programs and services • Monitor co-curricular programs • Monitor the community education program 	<p>a. Unsatisfactory- Our role in oversight and development or educational programs occurs infrequently or not at all or develops inappropriate or ineffective programs</p> <p>b. Basic- Our role in oversight and development or educational programs creates and supports effective programs</p> <p>c. Proficient- Our role in oversight and development or educational programs creates and supports effective programs and lead to high levels of achievement for some students</p> <p>d. Exemplary- Our role in oversight and development or educational programs creates and supports effective programs and lead to high levels of achievement for all students</p>	
<p>I. GOVERNMENT / INTER-AGENCY RELATIONS</p> <ul style="list-style-type: none"> • Monitor and influence legislation • Participate in appropriate educational associations • As appropriate, meet / communicate with city, county, state, and / or federal officials • Encourage collaborative relationships and activities that are aligned with the district's mission and strategic objectives 	<p>a. Unsatisfactory- Our work with other government officials does not support the board and superintendent in an effective governmental partnership</p> <p>b. Basic- Our work with other government officials leads the RPS to an acceptable partnership</p> <p>c. Proficient- Our work with other government officials leads the RPS to a strong partnership</p> <p>d. Exemplary- Our work with other government officials leads the RPS to a strong partnership that results in specific positive impacts for RPS students and programming</p>	

AREAS OF RESPONSIBILITY**RATING****COMMENTS**

INDIVIDUAL BOARD MEMBER	Unsatisfactory/Satisfactory	
<p>I participate in board meetings that are held according to legal expectations</p> <p>I participate in board meetings that follow a clear and organized agenda</p> <p>I participate in orientation, and training</p> <p>I regularly attend meetings</p> <p>I am prepared for meetings by reviewing all materials</p> <p>I understand the agenda and follow the procedures</p> <p>I think independently while being open to hearing and considering all perspectives</p> <p>I understand that the board needs to speak with one voice and coordinate messages with all other board members</p> <p>I represent the interests of the entire district</p> <p>I behave in collaborative and trustworthy ways</p> <p>I maintain appropriate confidentiality</p>		

AREAS OF RESPONSIBILITY**RATING****COMMENTS**

Based on the above assessment of performance (Whole board): Please select up to three team goals to set and monitor during the year:

Board Team Goal 1:

Board Team Goal 2:

Board Team Goal 3:

Based on our district student achievement (Whole board): Please select up to two student achievement individual goals to monitor during the school year:

Student Achievement Goal 1:

Student Achievement Goal 2:

Based on the above assessment of performance (individual board member): Please select up to three individual goals to set and monitor during the year:

Board Member Individual Goal 1:

Board Member Individual Goal 2:

Board Member Individual Goal 3:

NAME OF BOARD MEMBER SUBMITTING SELF-EVALUATION _____ DATE _____

Dated: September 16, 1996

Reviewed: May 15, 2000, February 21, 2012

Revised: August 1, 2005, March 7, 2016

P-CARD,CHECK RUNS, E-PAYS & WIRES FOR 08/16/2021 BOARD REPORTS

BANK 05	DATE	AMOUNT
July P-Cards-Paid on 8/6/21	8/6/2021	19,194.23
E-Pays	8/3/2021	5,177.59
Wire Transfer	7/28/2021	2,521,293.75
Checks	7/28/2021	245,706.72
	8/5/2021	206,360.26

CHECK REGISTER BANK 05 TOTAL =	2,997,732.55
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BREAKDOWN	
01-206-00	354,566.40
02-206-00	35,095.31
03-206-00	69,416.51
04-206-00	15,202.40
06-206-00	70.00
07-206-00	2,347,518.75
18-206-00	50.18
20-206-00	1,934.00
21-206-00	104.00
47-206-00	173,775.00
BANK TOTAL =	2,997,732.55

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	301944	07/28/2021	ALLIED PROFESSIONALS, INC.	R	952.00
01	301945	07/28/2021	BENNETT CARA	R	490.00
01	301946	07/28/2021	KINECT ENERGY INC	R	1,778.44
01	301947	07/28/2021	KING OF KINGS LUTHERAN	R	134.10
01	301948	07/28/2021	PAIN IN THE GLASS	R	97.00
01	301949	07/28/2021	MULTILINGUAL WORD INC	R	215.00
01	301950	07/28/2021	OCCUPATIONAL MEDICINE CONSULTANTS	R	300.00
01	301951	07/28/2021	PAN O GOLD BAKING CO	R	18.60
01	301952	07/28/2021	SOUTHWEST METRO INTER DIST 288	R	2,574.91
01	301953	07/28/2021	STAR TRIBUNE	R	1,500.00
01	301954	07/28/2021	TRI METRO CONFERENCE	R	2,030.00
01	301955	07/28/2021	BIX FRUIT COMPANY	R	4,475.69
01	301956	07/28/2021	BLACKBOARD INC	R	9,725.21
01	301957	07/28/2021	COMMERCIAL KITCHEN	R	567.50
01	301958	07/28/2021	DIGITAL INSURANCE LLC	R	1,713.00
01	301959	07/28/2021	FRONTLINE TECHNOLOGIES GROUP LLC	R	45,030.82
01	301960	07/28/2021	HR SIMPLIFIED INC.	R	650.00
01	301961	07/28/2021	INNOVATIVE OFFICE SOLUTIONS LLC	R	188.12
01	301962	07/28/2021	LARSON JUDI	R	50.18
01	301963	07/28/2021	LOFFLER COMPANIES	R	1,312.00
01	301964	07/28/2021	MATRIX COMMUNICATIONS INC	R	905.80
01	301965	07/28/2021	ON SITE SANITATION	R	1,505.00
01	301966	07/28/2021	PAN O GOLD BAKING CO	R	269.70
01	301967	07/28/2021	PCS REVENUE CONTROL	R	7,185.00
01	301968	07/28/2021	RICHFIELD READY	R	184.00
01	301969	07/28/2021	RUPP ANDERSON SQUIRES & WALDSPURGER	R	7,035.40
01	301970	07/28/2021	SARIS	R	2,019.60
01	301971	07/28/2021	SCENARIO LEARNING, LLC	R	10,344.50
01	301972	07/28/2021	SOURCEWELL TECHNOLOGY	R	41,092.25
01	301973	07/28/2021	TIERNEY BROTHERS INC	R	1,302.20
01	301974	07/28/2021	TRIO SUPPLY COMPANY	R	602.10
01	301975	07/28/2021	UPPER LAKES FOODS	R	12,163.76
01	301976	07/28/2021	VSP VISION SERVICE PLAN	R	3,164.89
01	301977	07/28/2021	XCEL ENERGY	R	84,129.95
01	V2200969	07/28/2021	BOND TRUST SERVICES CORP	R	2,521,293.75
01	V611033	08/03/2021	HOWARD P ANDERSON	R	520.56
01	V611034	08/03/2021	ERICA T BARLOW	R	99.38
01	V611035	08/03/2021	DAVID H BIPES	R	24.19
01	V611036	08/03/2021	MIRIAM A CASTRO SANJUAN	R	40.00
01	V611037	08/03/2021	MARY L CLARKSON	R	70.00
01	V611038	08/03/2021	LATANYA R DANIELS	R	70.00
01	V611039	08/03/2021	GEORGE A DENNIS	R	35.00
01	V611040	08/03/2021	MEGAN M STECHER	R	70.00
01	V611041	08/03/2021	JARED ELLERSON	R	70.00
01	V611042	08/03/2021	PETER J FITZPATRICK	R	40.00
01	V611043	08/03/2021	STEVEN T FLUCAS	R	70.00
01	V611044	08/03/2021	MICHAEL L FRANKENBERG	R	70.00
01	V611045	08/03/2021	DAVID A FREEBURG	R	99.38
01	V611046	08/03/2021	RACHEL GENS	R	70.00

01	V611047	08/03/2021	AREND J GEURINK	R	70.00
01	V611048	08/03/2021	JAMES A GILLIGAN	R	70.00
01	V611049	08/03/2021	CHRISTINA M GONZALEZ	R	70.00
01	V611050	08/03/2021	KYLE L GUSTAFSON	R	40.00
01	V611051	08/03/2021	KEVIN D HARRIS	R	40.00
01	V611052	08/03/2021	SANDRA L HAUG	R	627.14
01	V611053	08/03/2021	JAMES L HILL	R	40.00
01	V611054	08/03/2021	JESSICA M HOFFMAN	R	40.00
01	V611055	08/03/2021	CRAIG D HOLJE	R	70.00
01	V611056	08/03/2021	JANICE JORENBY	R	70.00
01	V611057	08/03/2021	ASHLIE M KAUN	R	105.56
01	V611058	08/03/2021	CORY J KLINGE	R	70.00
01	V611059	08/03/2021	DANIEL E KRETSINGER	R	70.00
01	V611060	08/03/2021	ANOOP KUMAR	R	40.00
01	V611061	08/03/2021	SHANNON J LINDBERG	R	40.00
01	V611062	08/03/2021	JOHN M LORENZINI	R	70.00
01	V611063	08/03/2021	COLLEEN M MAHONEY	R	70.00
01	V611064	08/03/2021	MICHAEL A MANNING	R	70.00
01	V611065	08/03/2021	DANIEL P MCGINN	R	40.00
01	V611066	08/03/2021	DOUG R MCMEEKIN	R	70.00
01	V611067	08/03/2021	CAROLE R MCNAUGHTON-COMMERS	R	70.00
01	V611068	08/03/2021	KENT D MEYER	R	70.00
01	V611069	08/03/2021	ALECIA M MOBLEY	R	70.00
01	V611070	08/03/2021	ERIN H NEILON	R	40.00
01	V611071	08/03/2021	ROBERT G OLSON	R	40.00
01	V611072	08/03/2021	LAURA B OTTERNESS	R	70.00
01	V611073	08/03/2021	MARK S PEDERSEN	R	40.00
01	V611074	08/03/2021	DENNIS E PETERSON	R	35.00
01	V611075	08/03/2021	CASSANDRA QUAM	R	70.00
01	V611076	08/03/2021	RENEE C REED-KARSTENS	R	40.00
01	V611077	08/03/2021	KEITH D RIEF	R	40.00
01	V611078	08/03/2021	TERESA L ROSEN	R	70.00
01	V611079	08/03/2021	MAUREEN E RUHLAND	R	40.00
01	V611080	08/03/2021	TIMECKA MARIE SANCHEZ-MICHAELS	R	70.00
01	V611081	08/03/2021	ASHLEY SCHAEFER	R	99.38
01	V611082	08/03/2021	AMBER M SCHAUER	R	70.00
01	V611083	08/03/2021	MARTA I SHAHSAVAND	R	70.00
01	V611084	08/03/2021	JENNIFER K SJOSTEN	R	112.00
01	V611085	08/03/2021	NANCY J STACHEL	R	70.00
01	V611086	08/03/2021	PATRICK M SURE	R	40.00
01	V611087	08/03/2021	STACY THEIEN-COLLINS	R	70.00
01	V611088	08/03/2021	VLADIMIR S TOLEDO	R	40.00
01	V611089	08/03/2021	IAN D TOLENTINO	R	40.00
01	V611090	08/03/2021	STEVEN P UNOWSKY	R	270.00
01	V611091	08/03/2021	STEPHEN C URBANSKI	R	40.00
01	V611092	08/03/2021	CARRIE A VALA	R	70.00
01	V611093	08/03/2021	JENNIFER K VALLEY	R	70.00
01	V611094	08/03/2021	RYAN WAGNER	R	40.00
01	V611095	08/03/2021	REBECCA S WALD	R	40.00
01	V611096	08/03/2021	KASYA L WILLHITE	R	70.00

01	V611097	08/03/2021	AMY J WINTER AHSENMACHER	R	70.00
01	301978	08/05/2021	ALL STATE COMMUNICATIONS INC	R	4,870.00
01	301979	08/05/2021	AQUA ENGINEERING INC	R	823.30
01	301980	08/05/2021	BSI MECHANICAL, INC.	R	7,996.07
01	301981	08/05/2021	CITY OF RICHFIELD	R	6,495.10
01	301982	08/05/2021	ECM PUBLISHERS INC	R	77.35
01	301983	08/05/2021	ONE OF ONE CLOTHING	R	1,121.00
01	301984	08/05/2021	TRISTATE BOBCAT INC	R	109.75
01	301985	08/05/2021	TWIN CITY HARDWARE	R	43,730.01
01	301986	08/05/2021	ARVIG ENTERPRISES INC	R	1,107.90
01	301987	08/05/2021	BARKER-HAMMER & ASSOCIATES INC.	R	3,599.80
01	301988	08/05/2021	BEST PLUMBING SPECIALTIES, INC.	R	50.96
01	301989	08/05/2021	BIX FRUIT COMPANY	R	935.25
01	301990	08/05/2021	BRAMBILLA'S LEASE SYSTEMS, INC	R	2,161.00
01	301991	08/05/2021	CAPITAL ONE TRADE CREDIT	R	150.00
01	301992	08/05/2021	CARQUEST AUTO PARTS	R	195.52
01	301993	08/05/2021	CEDAR SMALL ENGINE	R	227.53
01	301994	08/05/2021	CENTURYLINK	R	42.47
01	301995	08/05/2021	CHINASPROUT, INC.	R	49.25
01	301996	08/05/2021	CINTAS CORPORATION NO 2	R	313.02
01	301997	08/05/2021	COMCAST	R	269.22
01	301998	08/05/2021	COMCAST BUSINESS	R	244.74
01	301999	08/05/2021	ECOLAB INC	R	832.50
01	302000	08/05/2021	FOLLETT SCHOOL SOLUTIONS INC	R	7,882.43
01	302001	08/05/2021	GLASS DOCTOR OF MINNEAPOLIS	R	649.42
01	302002	08/05/2021	WW GRAINGER INC	R	101.67
01	302003	08/05/2021	HAWKINS INC	R	3,649.18
01	302004	08/05/2021	HERITAGE CRYSTAL CLEAN INC	R	383.40
01	302005	08/05/2021	HILLYARD	R	1,650.82
01	302006	08/05/2021	HOGAN ASSESSMENT SYSTEMS INC	R	1,200.00
01	302007	08/05/2021	HOGLUND BUS CO INC	R	4,569.04
01	302008	08/05/2021	HOME DEPOT U.S.A.	R	1,043.37
01	302009	08/05/2021	INNOVATIVE OFFICE SOLUTIONS LLC	R	101.87
01	302010	08/05/2021	KINECT ENERGY INC	R	515.00
01	302011	08/05/2021	LOMAX CARLA	R	150.00
01	302012	08/05/2021	MINNESOTA POLLUTION	R	500.00
01	302013	08/05/2021	MINUTEMAN PRESS OF RICHFIELD	R	1,271.00
01	302014	08/05/2021	MSOPA	R	50.00
01	302015	08/05/2021	PAN O GOLD BAKING CO	R	179.70
01	302016	08/05/2021	PEAR DECK, INC	R	5,723.43
01	302017	08/05/2021	HOLISTIC KNEADS LLC	R	270.00
01	302018	08/05/2021	QUALITY BUS & TRUCK PARTS	R	100.00
01	302019	08/05/2021	RAPTOR TECHNOLOGIES, LLC	R	1,440.00
01	302020	08/05/2021	CFR EQUITY LLC	R	22,400.00
01	302021	08/05/2021	SHERWIN WILLIAMS CO	R	389.46
01	302022	08/05/2021	SITEONE LANDSCAPE SUPPLY LLC	R	309.54
01	302023	08/05/2021	PARK ADAM TRANSPORTATION	R	19,581.60
01	302024	08/05/2021	TAFFE SARAH ANN	R	8,492.23
01	302025	08/05/2021	TRIO SUPPLY COMPANY	R	325.64
01	302026	08/05/2021	TWIN CITY GARAGE DOOR	R	331.50

01	302027	08/05/2021	TWIN CITY TRANSPORTATION	R	40,810.28
01	302028	08/05/2021	UPPER LAKES FOODS	R	5,502.76
01	302029	08/05/2021	VERIZON WIRELESS	R	480.23
01	302030	08/05/2021	WORLD FUEL SERVICES, INC.	R	904.95
01	V2200970	08/06/2021	P-CARD BRUNNER PATTI	R	3,283.92
01	V2200971	08/06/2021	P-CARD SHAHSAVAND MARTA	R	47.84
01	V2200972	08/06/2021	P-CARD STACHEL NANCY	R	111.06
01	V2200973	08/06/2021	P-CARD BAIRD LISA	R	808.93
01	V2200974	08/06/2021	P-CARD BRUNNER PATTI	R	2,945.10
01	V2200975	08/06/2021	P-CARD BURT EMILY	R	600.28
01	V2200976	08/06/2021	P-CARD CARUSO MATTHEW	R	23.14
01	V2200977	08/06/2021	P-CARD DINGMAN KRISTI	R	1,777.36
01	V2200978	08/06/2021	P-CARD GEURINK AREND	R	3,471.53
01	V2200979	08/06/2021	P-CARD HOLJE CRAIG	R	35.90
01	V2200980	08/06/2021	P-CARD KRETSINGER DAN	R	297.03
01	V2200981	08/06/2021	P-CARD MANNING MICHAEL	R	142.23
01	V2200982	08/06/2021	P-CARD MARYN ANGELA	R	3,767.37
01	V2200983	08/06/2021	P-CARD MCGINN DAN	R	186.99
01	V2200984	08/06/2021	P-CARD MCNAUGHTON COMMERS CAROLE	R	21.49
01	V2200985	08/06/2021	P-CARD VALLEY JENNIFER	R	1,177.41
01	V2200986	08/06/2021	P-CARD WINTER AMY	R	496.65

TOTAL WIRES, CHECKS, E-PAYS & P-CARDS					2,997,732.55
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SUPERINTENDENT'S REPORT AND AGENDA

Regular Meeting of the Board of Education
Independent School District No. 280, Richfield, Minnesota

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

Monday, August 16, 2021
7:00 p.m. School Board Meeting

I. CALL TO ORDER

The regular meeting of the Board of Education of ISD 280, Hennepin County, Richfield, Minnesota was held on Monday, August 16, 2021 in the boardroom at the Richfield Public Schools district office. Chair Timothy Pollis called the Regular Board Meeting to order at 7 p.m. with the following school board members in attendance: Cole, Maleck, Smisek and Toensing. Brakke was not able to attend in person, but participated virtually in an unofficial capacity.

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

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

- A. Public Comment
- B. Superintendent Update
 - 1. Construction Update
 - 2. COVID-19 Safety Recommendations
 - 3. Learning Model Options

IV. CONSENT AGENDA

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

- A. Routine Matters
 - 1. Minutes of the regular meeting held August 2, 2021
 - 2. General Disbursements as of 8/6/21 in the amount of \$2,997,732.55
 - 3. Solar Panel Agreement
- B. Personnel Items

Certified Part Time Positions for Employment – 1st Year Probation
Jennifer Bayley - Elementary Coach – Sheridan

Certified Part Time Positions for Employment – 1st Year Probation

Kassandra Michael – Art Teacher – RHS

Classified Full Time Position For Employment – Classified Management

Idolina Quintanilla - 40 hr/wk – Human Resources Coordinator - District Offices

Effective 8/9/2021

Classified Full Time Position For Employment – Paraprofessional

Alexandra Jung - 30 hr/wk - Special Ed Paraprofessional - Sheridan Hills

Effective 9/8/2021

Janet Abundez Martinez - 32.5 hr/wk - Special Ed Paraprofessional - RDLS

Effective 9/6/2021

Classified Full Time Position For Employment – Outreach Worker

Luis Bolanos - 40 hr/wk - Outreach Worker 12 month position – District-wide

Effective 8/10/2021

Classified Full Time Positions for Employment - Administrative and Management Support Professionals

Tracy Hale - 40 hr/wk - Management Assistant Accounting - District Offices

Effective 7/2/2021

Leslikarina Patino - 40 hr/wk - Administrative Assistant 3 (10.5 month), RDLS

Effective 8/2/2021

Evelyn Campos - 40 hr/wk - Administrative Assistant 2 - RCEP

Effective 8/9/2021

Alejandra Johnson - 40 hr/wk - Administrative Assistant - Central Education Center

Effective 9/1/2021

Classified Full Time Resignation – Paraprofessional

Leah Barnes - 35 hr/wk - Special Ed Paraprofessional - Centennial

Effective 6/9/2021

Michele Cousins - 36.25 hr/wk - Special Ed Paraprofessional - Richfield High School

Effective 6/9/2021

Stanley Clay - 31.65 hr/wk - SPED Para - RHS Effective 6/9/21

Juana Magana Miranda - 35 hr/wk - Instructional Paraprofessional - RDLS

Effective 6/9/2021

Classified Part Time Resignation - Food & Nutrition Services

LaGracious Smith - 25 hr/wk - Kitchen Assistant - Richfield Middle School

Effective 6/9/2021

V. OLD BUSINESS

- A. Policy 901 - Community Education - second read
- B. Policy 742 - Student Transportation Services - final read

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

C. Policy 702 - Investments - final read

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

VI. NEW BUSINESS

A. Annual Policy Review

- a. Policy 103 - Harassment Prohibition & Administrative Guideline 103.2
- b. Policy 107 - Electronic Use and Communications & Administrative Guidelines 107.1 & 107.2
- c. Policy 113 - Bullying Prohibition & Administrative Guideline 113.1
- d. Policy 301 - Organizational Chart
- e. Policy 302 - Position Assignments
- f. Policy 407 - Leaves of Absence
- g. Policy 409 - Mandated Reporting of Child Neglect or Physical or Sexual Abuse & Administrative Guideline 409.1
- h. Policy 410 - Mandated Reporting of Maltreatment of Vulnerable Adults
- i. Policy 506 - Student Sex Nondiscrimination
- j. Policy 541 - Student Behavior & Administrative Guideline 541.1
- k. Policy 602 - School District System Accountability
- l. Policy 802 - Crisis Management

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

B. Policy 548 - COVID-19 Face Covering - single read

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

C. Resolution Relating to Election of School Board Members and Calling the School District General Election

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

D. Sheridan Hills Change Order #24

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

E. Central Change Orders #5 - #7

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

F. RMS Change Orders #21 - #23

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

G. RHS Change Order #61

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

H. Donations

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

VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Future Meeting Dates

Tuesday 9-7-2021	7:00 p.m.	Regular Board Meeting
9-20-2021	7:00 p.m.	Regular Board Meeting - Public Comment

D. Suggested/Future Agenda Items

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

Motion by Maleck, seconded by Toensing, and unanimously carried, the Board of Education moved into closed session at 9:09 p.m. Attending the closed session were Cole, Maleck, Pollis, Smisek and Toensing with Superintendent Unowsky and Chief HR & Admin Officer Holje.

IX. REOPEN MEETING

Motion by Maleck, seconded by Cole, and unanimously carried, the Board of Education moved into open session at 9:40 p.m. with the following school board members in attendance: Cole, Maleck, Pollis, Smisek and Toensing.

ADJOURN REGULAR MEETING

Chair Pollis adjourned the meeting at 9:41 p.m.

P-CARD,CHECK RUNS, E-PAYS & WIRES FOR 09/07/2021 BOARD REPORTS

BANK 05	DATE	AMOUNT
E-Pays	8/12/2021	436.74
Checks	8/12/2021	71,710.06
	8/19/2021	355,547.09
	8/20/2021	13,500.00
	8/26/2021	28,642.19
	8/27/2021	2,861,688.91

CHECK REGISTER BANK 05 TOTAL =	3,331,524.99
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BREAKDOWN	
01-206-00	582,992.69
02-206-00	95.67
03-206-00	1,820.56
04-206-00	21,196.42
06-206-00	2,719,115.65
07-206-00	-
18-206-00	6,000.00
20-206-00	206.72
21-206-00	97.28
47-206-00	-
BANK TOTAL =	3,331,524.99

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	302037	08/12/21	AMPLIFIED IT LLC	R	13970.00
01	302038	08/12/21	BLUE CROSS BLUE SHIELD O	R	2263.50
01	302039	08/12/21	BRAINPOP LLC	R	10620.00
01	302040	08/12/21	BSN SPORTS, LLC	R	696.25
01	302041	08/12/21	CEDAR SMALL ENGINE	R	90.14
01	302042	08/12/21	CINTAS CORPORATION NO 2	R	104.34
01	302043	08/12/21	COMCAST BUSINESS	R	529.74
01	302044	08/12/21	CULLIGAN SOFT WATER	R	9.50
01	302045	08/12/21	DICKS LAKEVILLE SANITATI	R	5956.23
01	302046	08/12/21	EDUCATORS BENEFIT CONSUL	R	432.97
01	302047	08/12/21	FASTENAL INDUSTRIAL	R	750.79
01	302048	08/12/21	WW GRAINGER INC	R	271.23
01	302049	08/12/21	HILLYARD	R	1809.97
01	302050	08/12/21	HOGLUND BUS CO INC	R	1295.00
01	302051	08/12/21	HOPE CHURCH	R	14413.77
01	302052	08/12/21	LANGUAGE LINE SERVICE	R	125.32
01	302053	08/12/21	MACKIN BOOK COMPANY	R	993.23
01	302054	08/12/21	METRO TRANSIT	R	300.00
01	302055	08/12/21	ALBIN ACQUISITION CORP	R	40.50
01	302056	08/12/21	ON SITE SANITATION	R	55.30
01	302057	08/12/21	SCHOLASTIC INC	R	181.50
01	302058	08/12/21	SCREENCASTIFY, LLC	R	8750.00
01	302059	08/12/21	SHERWIN WILLIAMS CO	R	159.20
01	302060	08/12/21	SITEONE LANDSCAPE SUPPLY	R	246.83
01	302061	08/12/21	SMARTSENSE BY DIGI	R	330.00
01	302062	08/12/21	TERREL'S TOOLBOX LLC	R	85.95
01	302063	08/12/21	TRUGREEN LIMITED PARTNER	R	4922.40
01	302064	08/12/21	TWIN CITY HARDWARE	R	318.85
01	302065	08/12/21	WRAP CITY GRAPHICS, INC.	R	1945.00
01	302066	08/12/21	XCEL ENERGY	R	42.55
01	V611098	08/12/21	DAVID H BIPES	R	45.10
01	V611099	08/12/21	SARAH M EGBERG	R	191.84
01	V611100	08/12/21	MELISSA M HUSABY	R	11.67
01	V611101	08/12/21	MICHAEL A MANNING	R	84.00
01	V611102	08/12/21	ROWDA A MOALLIN	R	40.95
01	V611103	08/12/21	REBECCA S WALD	R	63.18
01	302068	08/19/21	BUSINESS ESSENTIALS	R	12240.00
01	302069	08/19/21	HR SIMPLIFIED INC.	R	608.00
01	302070	08/19/21	HUDL	R	6399.00
01	302071	08/19/21	LOFFLER	R	1225.09
01	302072	08/19/21	MACMILLAN HOLDINGS	R	12546.07
01	302073	08/19/21	METRO TRANSIT	R	630.50
01	302074	08/19/21	MPS	R	10.93
01	302075	08/19/21	PITNEY BOWES	R	113.04
01	302076	08/19/21	PTM DOCUMENT SYSTEMS	R	743.39
01	302077	08/19/21	TAFFE SARAH ANN	R	8492.23
01	302078	08/19/21	TRAFERA HOLDINGS, INC.	R	88770.00
01	302079	08/19/21	TWIN CITIES DISTRICT FOO	R	100.00
01	302080	08/19/21	UNITED HEALTHCARE INSURA	R	503.63

01	302081	08/19/21	UNITED HEALTHCARE/AARP M	R	88.70
01	302082	08/19/21	UNITED HEARTHCARE /AARP	R	88.70
01	302083	08/19/21	VOSS ELECTRIC CO	R	237.90
01	302084	08/19/21	TREMCO/WEATHERPROOFING T	R	221789.91
01	302085	08/19/21	WILLIAM V MACGILL & CO	R	960.00
01	302086	08/20/21	AUGSBURG COLLEGE	R	1000.00
01	302087	08/20/21	COLORADO STATE UNIVERSIT	R	1000.00
01	302088	08/20/21	DRAKE UNIVERSITY	R	1000.00
01	302089	08/20/21	FINLANDIA UNIVERSITY	R	500.00
01	302090	08/20/21	MANKATO STATE UNIVERSITY	R	1000.00
01	302091	08/20/21	NORMANDALE COMMUNITY COL	R	2000.00
01	302092	08/20/21	UNIVERISTY OF COLORADO B	R	1500.00
01	302093	08/20/21	UNIVERSITY OF MINNESOTA	R	3000.00
01	302094	08/20/21	UNIVERSITY OF NOTRE DAME	R	2500.00
01	302095	08/26/21	ICS CONSULTING, INC.	R	2500.00
01	302096	08/26/21	TERRAZZO DESIGNS	R	6250.00
01	302097	08/26/21	WOLD ARCHITECTS AND ENGI	R	19892.19
01	302098	08/27/21	ALL FURNITURE INC	R	2000.00
01	302099	08/27/21	BLOOMINGTON COMMUNITY ED	R	780.00
01	302100	08/27/21	BRAUN INTERTEC CORP	R	2800.50
01	302101	08/27/21	CORVAL CONSTRUCTION	R	978301.81
01	302102	08/27/21	DENNIS ENVIRONMENTAL OPE	R	81700.00
01	302103	08/27/21	ICS CONSULTING, INC.	R	62365.52
01	302104	08/27/21	INSTITUTE FOR ENVIROMENT	R	42922.97
01	302105	08/27/21	ROCHON CORPORATION MINNE	R	594500.82
01	302106	08/27/21	SHAW-LUNDQUIST ASSOCIATE	R	965370.91
01	302107	08/27/21	TITAN ENVIROMENTAL, INC.	R	56430.00
01	302108	08/27/21	WOLD ARCHITECTS AND ENGI	R	36300.93
01	302109	08/27/21	CITY OF RICHFIELD	R	1144.38
01	302110	08/27/21	COMCAST	R	269.32
01	302111	08/27/21	INSTITUTE FOR ENVIROMENT	R	7100.00
01	302112	08/27/21	MADISON NATIONAL LIFE IN	R	7971.61
	302113	08/27/21	MESSERLI & KRAMER		853.26
	302114	08/27/21	NYSTROM PUBLISHING		12914.40
	302115	08/27/21	SCHOOL SERVICE EMPLOYEES		3993.83
	302116	08/27/21	UNITED STATES TREASURER		230.00
	302117	08/27/21	VSP VISION SERVICE PLAN		3190.05
	302118	08/27/21	XCEL ENERGY		548.60

3,331,524.99

RICHFIELD PUBLIC SCHOOLS

Investment Holdings as of
August 30, 2021

Description	Matures	Rate	Cost	General Operating	Custodial (Scholarships)	2018A Bond	2018B Bond	OPEB Bond
MN TRUST TERM SERIES	09/27/21	0.03%	15,000,000.00	15,000,000.00	-	-	-	-
CIBM BANK	10/19/21	0.10%	249,600.00	249,600.00	-	-	-	-
SERVISFIRST BANK	10/19/21	0.70%	247,700.00	247,700.00	-	-	-	-
BMO HARRIS BANK, NA	01/26/22	0.28%	4,000,000.00	4,000,000.00	-	-	-	-
PREFERRED BANK	02/04/22	0.10%	249,700.00	249,700.00	-	-	-	-
WESTERN ALLIANCE BANK / TORREY P	02/04/22	0.20%	249,200.00	249,200.00	-	-	-	-
CUSTOMERS BANK	02/18/22	0.11%	249,700.00	249,700.00	-	-	-	-
SALLIE MAE BANK/SALT LKE	08/25/23	0.30%	249,248.07	-	249,248.07	-	-	-
US TREASURY N/B	08/31/21	2.40%	493,398.44	-	-	493,398.44	-	-
FANNIE MAE	10/07/21	2.45%	481,788.31	-	-	481,788.31	-	-
City & County of Honolulu HI	11/01/21	2.55%	497,605.00	-	-	497,605.00	-	-
FIRST CAPITAL BANK	10/07/21	0.10%	249,400.00	-	-	-	-	249,400.00
T BANK, NA	10/12/21	1.51%	100,000.00	-	-	-	-	100,000.00
VERITEX COMMUNITY BANK	01/20/22	0.09%	249,700.00	-	-	-	-	249,700.00
GBC INTERNATIONAL BANK	01/20/22	0.09%	249,700.00	-	-	-	-	249,700.00
Bank OZK	02/28/22	2.65%	230,100.00	-	-	-	-	230,100.00
TULSA CO ISD #3-TXBL	04/01/22	2.58%	693,178.90	-	-	-	-	693,178.90
TEXAS ST-C-REF-TXBL	10/01/22	1.61%	784,606.90	-	-	-	-	784,606.90
HONOLULU-E-TXBL	10/01/22	1.61%	282,931.00	-	-	-	-	282,931.00
HONOLULU CITY and CNTY	10/01/22	1.58%	965,371.30	-	-	-	-	965,371.30
ROBBINSDALE ISD-B-REF	02/01/23	0.13%	2,716,236.55	-	-	-	-	2,716,236.55
HAWAII-FA-TXBL	10/01/23	1.62%	882,359.50	-	-	-	-	882,359.50
Total Investments Held			29,371,523.97	20,245,900.00	249,248.07	1,472,791.75	-	7,403,584.15

CONSENT AGENDA – FOR ACTION

Agenda Item IV.B

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 7, 2021

Subject: PERSONNEL ITEMS
(Recommended by Superintendent)

That the Board of Education approve the following personnel items:

Certified Continuing Contract

Bonnie Mueller – Language Arts Teacher – Richfield High School
Morgan Steele - French Teacher - Richfield High School
Vanessa Kresbach – Reading Intervention – Richfield STEM School

Certified Full Time Positions for Employment – 1st Year Probation

Miguel Lima – Spanish Social Studies Teacher – Richfield Middle School
Josephine Roll – Special Education Teacher – Richfield Middle School
Benjamin Powers - Social Studies Teacher – Richfield High School
Michelle Whiteside – Licensed School Nurse – Richfield Middle School
Jordan DeGidio – Science Teacher – Richfield High School
Sarah Jensen-Bivens – Science Teacher – Richfield High School
Jason Boie – Elementary School Teacher – Sheridan Hills Elementary School
Jenelle Bullen – Early Childhood Coordinator – District Wide

Certified Full Time Position for Employment – 3rd Year Probation

Jennifer Behnke – Reading Specialist – Richfield High School
Sarah Olson - Special Education Teacher – Richfield High School
Chad Armbruster – Band Teacher – Richfield High School

Certified Part Time Position for Employment – 3rd Year Probation

Mary Tschida – Reading Teacher – Blessed Trinity
Elizabeth Sundal – Math/Reading Interventionist - Sheridan

Certified Full Time Position for Employment – Temporary Contract

Lauren Marniello – Science Teacher – Richfield Middle School

Certified Full Time Resignation

Margaret Cosgrove – French Teacher – Richfield High School

Classified Full Time Position For Employment – Classified Management

Idolina Quintanilla - 40 hr/wk - HR Coordinator - District Offices

Effective 8/10/2021

Classified Part Time Position For Employment – Paraprofessional

Mary Zetzman - 16.65 hr/wk - Managerial Para - RDLS

Effective 9/6/2021

Rebekah Polland 32.5 hr/wk - SPED Para - RDLS

Effective 9/6/2021

Emerson Martin – 35 hr/wk Sped Para – Richfield STEM

Effective 9/6/2021

Megan Weibel – 30 hr/wk – Sped Para – Sheridan Hills

Effective 9/6/2021

Ryan Alaimo – 35 hr/wk – Instructional Para – RSTEM/Central

Effective 9/6/2021

Benjamin Gaddis – 35 hr/wk – Sped Para – Richfield STEM

Effective 9/6/2021

Whitney Chase – 36.25 hr/wk – Sped Para – Richfield High School

Effective 9/6/2021

Marcus Williams – 31.64 hr/wk – Sped Para - Richfield High School

Effective 9/6/2021

Sarah Lund – 35 hr/wk - Instructional Para – Central/DW

Effective 8/30/2021

Classified Part Time Position For Employment – Food & Nutrition Services

Gloria Englund - 20 hr/wk - Kitchen Assistant - RMS

Effective 9/6/2021

Israel Rubio Segura - 25 hr/wk, Kitchen Assistant RHS

Effective 9/6/2021

Iris Hernandez - 20 hr/wk - Kitchen Assistant - RDLS

Effective Date 9/6/2021

Jodi Karels – 20 hr/wk – Kitchen Assistant – Richfield STEM

Effective 9/6/2021

Classified Full Time Resignation – Paraprofessional

Keiry Juarez – 40 hr/wk - Clerical Para - Richfield High School

Effective 8/17/2021

Jada Gardner – 40 hr/wk – Instructional Para – Richfield Middle School

Effective 8/23/2021

Classified Full Time Resignation - Food & Nutrition Services

Vanessa Medley - 40 hr/wk - Production Cook – Richfield Middle School

Effective 8/16/2021

Classified Part Time Resignation - Food & Nutrition Services

Ahn Tran –20 hr/wk – Kitchen Assistant – Richfield High School

Effective 8/20/2021

Classified Full Time Time Resignation – Outreach Worker

Jacqueline Farrell - 32hr/wk - Outreach Worker – Centennial Elementary
Effective 8/23/2021

NEW BUSINESS – FOR REVIEW

Agenda Item V.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 7, 2021

Subject: Annual Audit

(Recommended by the Superintendent)

A first read of Policy 704: Annual Audit.

Attachments:

Policy 704: Annual Audit

MSBA Model Policy 703: Annual Audit

RICHFIELD PUBLIC SCHOOLS

ANNUAL AUDIT

I. PURPOSE

The purpose of this policy is to provide for an annual audit of the books and records of the school district in order to comply with law, to provide a permanent record of the financial position of the school district, and to provide guidance to the school district to correct any errors and discrepancies in its practices.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to comply with all laws relating to the annual audit of the books and records of the school district.

III. REQUIREMENT

- A. The school board shall appoint independent certified public accountants to audit, examine and report upon the books and records of the school district. The school board may enter into a contract with a person or firm to provide the agreed upon services.
- B. After the close of each fiscal year, the books, records and accounts of the school district shall be audited by said independent certified public accountants in accordance with the applicable standards and legal requirements. The superintendent and members of the administration shall cooperate with the auditors.
- C. The school district shall, prior to September 15 each year, submit its unaudited financial statements for the preceding year to the Commissioner on forms prescribed by the Commissioner. The report shall also include those items required by Minn. Stat. §123B.14, Subd. 7.
- D. The school district shall, prior to November 30 of each year, provide to the Commissioner audited financial data for the preceding fiscal year. The school district shall, prior to December 31 of each year, provide to the Commissioner and the State Auditor an audited financial statement in a form that will allow comparison with the correction of material differences in the unaudited data. The audited financial statement must also provide a statement of assurance pertaining to compliance with uniform financial accounting and reporting standards and a copy of the management letter submitted to the school district by its auditor.

- 1
2 E. The audit must be conducted in compliance with generally accepted
3 governmental auditing standards, the Federal Single Audit Act and the
4 Minnesota Legal Compliance Guide issued by the Office of the State
5 Auditor.
6
7 F. The school board must approve the audit report by resolution or
8 require a further or amended report.
9
10 G. The administration shall report to the school board regarding any
11 actions necessary to correct any deficiencies or exceptions noted in
12 the audit.
13
14 H. The accounts and records of the school district shall also be subject to
15 audit and inspection by the State Auditor to the extent provided in
16 Minn. Stat. § Ch.6.
17
18
19
20
21

22 **Legal References:** Minn. Stat. § Ch. 6. (State Auditor)
23 Minn. Stat. § 123B.09 (School Board Powers)
24 Minn. Stat. § 123B.14. Subd. 7 (Duties of School Board
25 Clerk)
26 Minn. Stat. § 123B.02 (School District Powers)
27 Minn. Stat. § 123B.77, Subds. 2 and 3 (Audited Financial
28 Statement; Statement for Comparison and Correction)
29

30 **Cross References:** MSBA/MASA Model Policy
31 MSBA Service Manual
32
33

34 ADOPTED BY THE BOARD OF EDUCATION: August 9, 1999

35
36 REVIEWED AND REAFFIRMED BY BOARD OF EDUCATION October 7,
37 2013
38

39 REVISED BY THE BOARD OF EDUCATION: June 19, 2000, December 7,
40 2004
41

Adopted: _____

MSBA/MASA Model Policy 703

Orig. 1995

Revised: _____

Rev. 2019

703 ANNUAL AUDIT

[Note: The provisions of this policy reflect the applicable statutes and are not discretionary in nature.]

I. PURPOSE

The purpose of this policy is to provide for an annual audit of the books and records of the school district in order to comply with law, to provide a permanent record of the financial position of the school district, and to provide guidance to the school district to correct any errors and discrepancies in its practices.

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with all laws relating to the annual audit of the books and records of the school district.

III. REQUIREMENT

- A. The school board shall appoint independent certified public accountants to audit, examine, and report upon the books and records of the school district. The school board may enter into a contract with a person or firm to provide the agreed upon services.
- B. After the close of each fiscal year, the books, records, and accounts of the school district shall be audited by said independent certified public accountants in accordance with applicable standards and legal requirements. The superintendent and members of the administration shall cooperate with the auditors.
- C. The school district shall, prior to September 15 of each year, submit unaudited financial data for the preceding year to the Commissioner of Education (Commissioner) on forms prescribed by the Commissioner. The report shall also include those items required by Minn. Stat. § 123B.14, Subd. 7.
- D. The school district shall, prior to November 30 of each year, provide to the Commissioner audited financial data for the preceding fiscal year. The school district shall, prior to December 31 of each year, provide to the Commissioner and the State Auditor an audited financial statement in a form that will allow comparison with and correction of material differences in the unaudited data. The audited financial statement must also provide a statement of assurance pertaining to compliance with uniform financial accounting and reporting standards and a copy of the management letter submitted to the school district by its auditor.

- E. The audit must be conducted in compliance with generally accepted governmental auditing standards, the Federal Single Audit Act and the Minnesota Legal Compliance Audit Guide issued by the Office of the State Auditor.
- F. The school board must approve the audit report by resolution or require a further or amended report.
- G. The administration shall report to the school board regarding any actions necessary to correct any deficiencies or exceptions noted in the audit.
- H. The accounts and records of the school district shall also be subject to audit and inspection by the State Auditor to the extent provided in Minn. Stat. Ch. 6.

Legal References: Minn. Stat. Ch. 6 (State Auditor)
Minn. Stat. § 123B.02 (School District Powers)
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.14, Subd. 7 (Duties of School Board Clerk)
Minn.Stat. § 123B.77, Subds. 2 and 3 (Audited Financial Statements;
Statement for Comparison and Correction)

Cross References: MSBA/MASA Model Policy 702 (Accounting)
MSBA Service Manual, Chapter 7, Education Funding

NEW BUSINESS – FOR REVIEW

Agenda Item V.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 7, 2021

Subject: Insurance

(Recommended by the Superintendent)

A first read of Policy 705: Insurance.

Attachments:

Policy 705: Insurance

RICHFIELD PUBLIC SCHOOLS

POLICY ON INSURANCE

The Board of Education desires to expedite the purchase of insurance and to make certain that the district is provided with the types and amounts of insurance necessary to provide coverage and protection at the lowest cost consistent with obtaining prompt and efficient claims service by a financially sound provider.

The Superintendent or designee is authorized to appoint agents of record and to establish consulting relationships as necessary to carry out the intent of this policy.

Appropriate reports will be provided annually to keep the Board informed and to insure the integrity of the program.

ADOPTED BY THE BOARD OF EDUCATION: August 1, 1983

AMENDED BY THE BOARD OF EDUCATION: May 20, 1991, April 24, 2000

REVIEWED BY THE BOARD OF EDUCATION: August 2, 2004, October 7, 2013

NEW BUSINESS – FOR REVIEW

Agenda Item V.C.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 7, 2021

Subject: Commission Sales

(Recommended by the Superintendent)

A first read of Policy 707: Commission Sales – Vending Machines & School Pictures.

Attachments:

Policy 707: Commission Sales

MSBA Model Policy 720: Vending Machines

RICHFIELD PUBLIC SCHOOLS

COMMISSION SALES - VENDING MACHINES & SCHOOL PICTURES

I. PURPOSE

The purpose of this policy is to establish procedures to govern the commission sales from vending machines installed in school facilities and the sale of student school pictures.

II. GENERAL STATEMENT OF POLICY

It is in the best interest of the District to contract for these services and account for the proceeds in a manner that allows those revenues to be included in the budget of the facility or department in which they are generated, and that establishes controls to avoid fraud, theft or the appearance of impropriety.

III. AUTHORIZED COMMISSION SALES

Contracts involving commission sales and automatic vending machines dispensing food, beverages or other approved items, and in compliance with the district's Wellness policy, are authorized provided that all contracts are approved by the School Board.

Contracts involving commission sales for student picture taking are authorized provided that all contracts are approved by the School Board.

IV. SUPERVISION AND CONTACTS

- A. All contracts shall be considered by the School Board on a facility-by-facility basis. Compliance with this policy and any applicable laws shall be the responsibility of the School Principal and/or Supervisor of Food Service.
- B. A contract involving commission sales is an exception under Minnesota's bid law, Minn. Stat. § 123B.52, and does not require a public bid. However, if a distributor defines the terms of the contract to include the purchase of food products or materials by the school district for resale, this kind of contractual provision is subject to the provisions of the Uniform Municipal Contracting Law, thus meeting the definition of a "contract", contained in Minn. Stat § 471.345, and if the amount of the purchase exceeds \$50,000, it would trigger the requirement to advertise for bids and compliance with the bid law Statute.
- C. A contract may be awarded after the receipt of two or more quotations and taking into consideration conformity with the specifications, terms of delivery, other conditions and compliance with Minn. Stat. § 123B.52.

- D. A copy of this policy shall be included in any specifications or request for proposal. A record shall be kept of all quotations received with the names, amounts and successful bidder indicated. All quotations shall be kept on file as a public record for a period of at least one year after their receipt.
- E. A quotation must specify all commissions and any other non-commission amounts to be paid as a result of the award of the contract. The non-commission amounts include, but are not limited to, cash payments, in-kind payments, equipment donations, scholarship contributions, bonus payments, or other payments or contributions of any kind or nature. The non-commission amounts shall be reduced to a cash equivalency and shall be specified on the quotation as an additional amount to be paid as part of the contract award.
- F. Contracts that may contain provisions allowing product exclusivity, shall be reviewed prior to the solicitation of quotations.
- G. All contracts must be approved by the School Board. Any contract not in compliance with this policy shall be void. Any district employee signing an unauthorized contract may be subject to personal liability thereon and may be disciplined for said action.
- H. No school district employee or school board member shall have a personal interest in, directly or indirectly, or personally benefit financially from a contract award.

V. ACCOUNTING

- A. Proceeds from contracts shall be under the control of the School Board and must be in compliance with UFARS standards.
- B. The annual school budget shall include an amount equal to the proceeds from the commission sales.
- C. Pursuant to accounting standards, proper auditing and inventory control procedures shall be established by the responsible authority to ensure that commissions are being correctly calculated and paid.

Legal References: Minn. Stat. § 123B.52 (Contracts)
Minn. Stat. § 123B.20 (Dealing in Supplies)
Minn. Stat. § 471.345 (Contracts)
Minn. Stat. § 471.87 (Conflict of Interest)

ADOPTED BY THE BOARD OF EDUCATION: March 19, 2001
REVIEWED AND AFFIRMED BY THE BOARD OF EDUCATION: October 7, 2013
REVISED BY THE BOARD OF EDUCATION: April 3, 2006

Adopted: _____

MSBA/MASA Model Policy 720

Orig. 1996

Revised: _____

Rev. 2019

720 VENDING MACHINES

I. PURPOSE

The purpose of this policy is to establish procedures to govern vending machines installed in school facilities in the school district.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is to contract for, supervise, maintain, and account for the proceeds from vending machines located in school facilities in a manner that is fair, that maximizes the revenues from those machines, that allows those revenues to be included in the budget of the facility in which they are generated, and that establishes controls to avoid fraud, theft, or the appearance of impropriety.

III. AUTHORIZATION

Automatic vending machines for the dispensing of food, beverages, or other approved items are authorized in any school facility in the school district provided that all contracts for such vending machines must be approved by the school board as provided in this policy.

[Note: This provision can be narrowed to apply only to specific facilities.]

IV. SUPERVISION; APPROVAL; LOCATION

- A. All vending machines shall be under the supervision of the school principal or other person in charge of the facility in which the machine is located. That administrator shall be responsible to supervise the machine in compliance with this policy and any applicable laws.
- B. The items to be dispensed from a vending machine located in a school facility shall be approved by the principal or other person in charge of that facility. All food, beverages, or other items approved shall be appropriate to the school setting. Machines dispensing cigarettes or tobacco products are not authorized under any circumstances. In the event a written complaint is filed with the superintendent regarding the approval or disapproval of any item, the school board, after proper review, shall make the final determination.
- C. Vending machines may be approved that will dispense items only during certain hours, through the use of timers or otherwise. Vending machines should not be operated in competition with the school cafeteria or food service. The principal or

other person in charge of the school facility may regulate the hours of operation of any machine.

- D. Vending machines shall be located to meet any applicable building, fire, or life/safety codes and to provide convenience of operation, accessibility, and ease of maintenance. The principal or other person in charge of the facility shall review the location of each machine with appropriate maintenance and food service staff.

V. CONTRACT APPROVAL

- A. All contracts for the purchase or rental of vending machines shall be considered by the school board on a facility-by-facility basis.

[Note: These provisions may need to be amended if the school board determines to contract for vending machine services on an exclusive and district-wide basis.]

- B. If the estimated aggregate receipts from all vending machines located in a school facility will be \$10,000 or more in a fiscal year, the contract for any vending machine in that facility must be awarded after the receipt of sealed bids and compliance with Minn. Stat. § 123B.52.

[Note: This dollar figure is lower than the \$175,000 statutory requirement for sealed bids but is recommended to protect the interests of the public.]

- C. If the estimated aggregate receipts from all vending machines located in a school facility will be less than \$10,000 in a fiscal year, the contract for any vending machine in that facility may be awarded after the receipt of two or more quotations after taking into consideration conformity with the specifications, terms of delivery, other conditions imposed in the call for quotations, and compliance with Minn. Stat. § 123B.52.

[Note: This dollar figure is lower than the \$25,000 statutory requirement for quotations but is recommended to protect the interests of the public.]

- D. The contracting process shall be conducted in compliance with Minn. Stat. § 123B.52. A copy of this policy shall be included in any specifications or request for proposals or quotations. A record shall be kept of all bids or quotations received with the names, amounts, and successful bidder indicated. All bids and quotations shall be kept on file as a public record for a period of at least one year after their receipt.
- E. Any bid or quotation must specify all commissions to be paid from the machine and any other noncommission amounts to be paid as a result of the award of the contract. The noncommission amounts include, but are not limited to, cash payments, in-kind payments, equipment donations, scholarship contributions, bonus payments, or other payments or contributions of any kind or nature. The

noncommission amounts shall be reduced to a cash equivalency and shall be specified on the bid or quotation as an additional amount to be paid for the award of the contract.

- F. If a contract contains a provision allowing exclusivity, such as all machines in the building carrying only a certain manufacturer's brand of pop, that provision must be reviewed by the administration prior to requesting bids or quotations to ensure that it does not conflict with other contracts of the school district.
- G. All contracts for vending machines must be approved by the school board. Any contract not made in compliance with this policy shall be void. Any district employee signing an unauthorized contract may be subject to personal liability thereon and may be disciplined for said action.
- H. All vending machines are to be installed at the expense of the facility in which located. All financial responsibility for the maintenance and repair of machines shall remain with the individual facility in which located to the extent not addressed in the contract.
- I. No teacher, administrator, school district employee, or school board member shall be interested, directly or indirectly, in a vending machine contract with the school district or personally benefit financially therefrom.

VI. ACCOUNTING

- A. Proceeds from vending machine sales and contracts shall be under the control of the school board, shall be accounted for in one of the regular school district funds, and must be accounted for and reported in compliance with UFARS.
- B. An amount equal to the amount of the proceeds from the machines in each facility shall be included in the budget of the facility in which the proceeds are generated. That amount may be expended in accordance with established expenditure procedures.
- C. Pursuant to the vending machine contract or otherwise, proper auditing and inventory control procedures shall be established to ensure that commissions are being correctly calculated and paid. These controls must include daily, weekly, or other periodic inventories and written reconciliations of variances between inventory and cash. Each time cash is removed from, or inventory is added to a machine, a written reconciliation between cash and inventory must be performed by the person taking the cash from the machine and must be signed by the principal or other person in charge of the facility. The original written reconciliation reports shall be filed with the business office monthly and a copy shall be retained by the principal's office.

Legal References: Minn. Stat. § 123B.20 (Dealing in Supplies)
Minn. Stat. § 123B.52 (Contracts)

Minn. Stat. § 471.345 (Contracts)
Minn. Stat. § 471.87 (Conflict of Interest)

Cross References: MSBA/MASA Model Policy 210 (Conflict of Interest – School Board Members)
MSBA/MASA Model Policy 702 (Accounting)

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 7, 2021

Subject: Reserve Teacher Pay Scale

(Recommended by the Superintendent)

Passage upon a single read of Policy 455: Reserve Teacher Pay Scale. The policy has been revised to include updated pay rate amounts and a provision for substitutes who commit to the entire school year. The timeline to update this policy is expedited due to the start of the school year.

Attachments:

Policy 455: Reserve Teacher Pay Scale - redlined

RICHFIELD PUBLIC SCHOOLS

RESERVE TEACHER PAY SCALE

1. Short Term:

A. Reserve teachers shall be paid according to the following schedule:

- i. \$~~1453~~5.00 per day
 - i. For reserve teachers employed in their first year as a substitute in Richfield Public Schools
 - ii. For reserve teachers holding only a limited short call substitute license
- ii. \$~~1554~~5.00 per day
 - i. For reserve teachers, fully licensed and limited short call licensed, and have worked more than 30 days in Richfield during the prior school year
 - ii. For reserve teachers who were previously employed as a teacher for at least one full year in the Richfield Public Schools

B. Reserve teachers teaching four and a half hours or less will be paid according to the following schedule:

- i. \$~~908~~5.00 per assignment
 - i. For reserve teachers employed in their first year as a substitute in Richfield Public Schools
 - ii. For reserve teachers holding only a limited short call substitute license
- ii. \$~~1009~~5.00 per assignment
 - i. For reserve teachers, fully licensed and limited short call licensed, and have worked more than 30 days in Richfield during the prior school year
 - ii. For reserve teachers who were previously employed as a teacher for at least one full year in the Richfield Public Schools
- iii. Teachers accepting two partial-day assignments will receive the regular daily rate identified in Part A above unless the combination of assignments results in greater than 8 hours of assigned work

C. Friday Incentive Pay – Reserve teachers who accept full day Friday work assignments during the school year will be paid according to the following schedule:

- i. \$~~165~~0.00 per assignment
 - i. For reserve teachers employed in their first year as a substitute in Richfield Public Schools

- ii. For reserve teachers holding only a limited short call substitute license
- ii. \$~~17560~~.00 per assignment
 - i. For reserve teachers, fully licensed and limited short call licensed, and have worked more than 30 days in Richfield during the prior school year
 - ii. For reserve teachers who were previously employed as a teacher for at least one full year in the Richfield Public Schools

D. Friday Incentive Pay – Reserve teachers who accept Friday teaching assignments that are four and a half hours or less will be paid according to the following schedule:

- iii. \$~~10095~~.00 per assignment
 - i. For reserve teachers employed in their first year as a substitute in Richfield Public Schools
 - ii. For reserve teachers holding only a limited short call substitute license
 - iv. \$~~1005~~.00 per assignment
 - i. For reserve teachers, fully licensed and limited short call licensed, and have worked more than 30 days in Richfield during the prior school year
 - ii. For reserve teachers who were previously employed as a teacher for at least one full year in the Richfield Public Schools
2. Long-Term: If the period of substitution is for more than fifteen continuous days for the same teacher, the reserve teacher shall be paid at a daily rate equivalent to the first step on the teachers' salary schedule for his/her educational lane category divided by 189 days.

3. Scheduled Daily Reserve Teachers: Teachers who are assigned and agree to follow an assigned calendar of not less than 140 days for casual daily substitute assignments during the school year will receive the following compensation and benefit eligibility:
- i. \$175.00 per assigned day
 - ii. Eligibility to participate in district medical benefits at their expense
 - III. Three (3) days of Paid Time Off

APPROVED—RATIFIED BY THE BOARD OF EDUCATION:
November 21, 1960

REAFFIRMED BY THE BOARD OF EDUCATION: January 22, 2002

REVISED BY THE BOARD OF EDUCATION: September 6, 1961; June 2, 1965; October 21, 1968; November 1, 1974; May 15, 1978; February 19, 1980; July 21, 1986; September 8, 1987; August 6, 1990; July 6, 1992; August 7, 1995; March

92 1, 1999; August 21, 2006; July 16, 2012; March 17, 2014; January 20, 2015;
93 October 16, 2017; September 7, 2021
94
95

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 7, 2021

**SUBJECT: INTENTION OF THE SCHOOL BOARD TO ISSUE GENERAL
OBLIGATION REFUNDING BONDS, SERIES 2021A, AND TAKING OTHER
ACTIONS WITH RESPECT THERETO**

(Prepared by Craig Holje)

Recommended by the Superintendent that the Board of Education approve the Resolution Stating the Intention of the School Board to Issue General Obligation Refunding Bonds, Series 2021A, and Taking Other Actions with Respect Thereto

Background Information

Ehlers, the District's Public Finance Advisors, have notified the District of an opportunity to refund a portion of our 2013A Series Bonds. The potential principal and interest payment savings net of expenses is approximately \$69,000 for the terms of the bonds. These savings specifically impact the tax rate and benefit Richfield taxpayers.

A copy of the resolutions and the pre-sale reports are attached. The refunding bond bid opening will be scheduled for October 13, 2021 with Board ratification on October 18, 2021. Shelby McQuay and Matthew Hammer of Ehlers will be present at the board meeting to discuss details. Should the bid results not produce the desired savings, the school board has the opportunity to reject the bids.

EXTRACT OF MINUTES OF MEETING
OF THE SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 280
(RICHFIELD PUBLIC SCHOOLS)
HENNEPIN COUNTY, MINNESOTA

Pursuant to due call and notice thereof, a regular meeting of the School Board of Independent School District No. 280 (Richfield Public Schools), Hennepin County, Minnesota, was duly held in the district on September 7, 2021, commencing at 7:00 o'clock p.m.

The following members were present:

and the following were absent:

* * *

* * *

* * *

Member _____ introduced the following resolution, and moved its adoption:

**RESOLUTION STATING THE INTENTION OF THE SCHOOL
BOARD TO ISSUE GENERAL OBLIGATION REFUNDING
BONDS, SERIES 2021A, AND TAKING OTHER ACTIONS WITH
RESPECT THERETO**

BE IT RESOLVED By the School Board (the “Board”) of Independent School District No. 280 (Richfield Public Schools) Hennepin County, Minnesota (the “District”) as follows:

1. Background. It is hereby determined and declared as follows:

(a) On November 14, 2013, the District issued its General Obligation Refunding Bonds, Series 2013A (the “Series 2013A Bonds”), in the original aggregate principal amount of \$16,765,000 pursuant to Chapter 475 of the Minnesota Statutes, as amended (the “Act”). The proceeds of the Series 2013A Bonds were used to provide funds for a current refunding of: (i) the 2016 through 2020 maturities of the District’s \$14,000,000 General Obligation Alternative Facilities Bonds, Series 2003B, dated December 1, 2003; and the 2020 through 2025 maturities of the District’s \$4,160,000 General Obligation Alternative Facilities Bonds, Series 2005A, dated February 1, 2005. The Series 2013A Bonds are currently outstanding in the principal amount of \$3,155,000 of which \$2,415,000 is currently subject to redemption on February 1, 2022.

(b) The District is authorized by Section 475.67 of the Act to issue and sell its general obligation bonds to refund outstanding bonds when determined by the Board to be necessary and desirable for the reduction of debt service costs of the District.

(c) It is necessary and desirable for the reduction of debt service costs to the District that the District issue its General Obligation Refunding Bonds, Series 2021A (the “Bonds”) pursuant to the Act, specifically Section 475.67, subdivision 3 of the Act, to redeem and prepay the 2023 to 2025 maturities of the Series 2013A Bonds.

(d) As set forth below, the Board has retained an independent municipal advisor and therefore is authorized by Section 475.60, subdivision 2(9), of the Act to sell the Bonds other than pursuant to a competitive sale.

2. Covenant as to State Credit Enhancement.

(a) The District hereby covenants and obligates itself to notify the Minnesota Commissioner of Education of a potential default in the payment of principal and interest on the Bonds and to use the provisions of Minnesota Statutes, Section 126C.55 (the “Credit Enhancement Act”) to guarantee payment of the principal and interest on the Bonds when due. The District further covenants to deposit with the paying agent for the Bonds (the “Paying Agent”), or any successor paying agent, three (3) days prior to the date on which a payment is due an amount sufficient to make that payment or to notify the Commissioner of Education that it will be unable to make all or a portion of that payment. The Paying Agent is authorized and directed to notify the Commissioner of Education if it becomes aware of a potential default in the payment of principal or interest on the Bonds or if, on the day two (2) business days prior to the date a payment is due on the Bonds, there are insufficient funds on deposit with the Paying Agent to make that payment. The District understands that as a result of its covenant to be bound by the provisions of the Credit Enhancement Act, the provisions of that section shall be binding as long as any Bonds of this issue remain outstanding.

(b) The District further covenants to comply with all procedures now and hereafter established by the Minnesota Departments of Management and Budget and Education pursuant to subdivision 2(c) of the Credit Enhancement Act and otherwise to take such actions as necessary to comply with that section. The Board Chair, Clerk, Treasurer, Superintendent, or Chief Human Resources and Administrative Officer of the District are authorized to execute any applicable Minnesota Department of Education forms.

3. Procedure for Review of Proposals and Selection of Purchaser. The Board hereby authorizes and directs the Superintendent or Chief Human Resources and Administrative Officer and any School Board Officer (the “Authorized Officials”), with the advice of Ehlers and Associates, Inc., the District’s municipal advisor (the “Municipal Advisor”), to review proposals for the purchase of the Bonds and award the sale of the Bonds to the prospective purchaser (the “Purchaser”) based on the recommendation of the Municipal Advisor and the following parameter: the minimum net present value savings must be at least \$40,000.

4. Acceptance of Proposal. The Board will meet at a regular or special meeting on the first practicable date after acceptance by the Authorized Officials of the proposal of the Purchaser, to ratify such acceptance and take any other appropriate action with respect to the Bonds.

5. Authority of Municipal Advisor. The Municipal Advisor is authorized and directed to notify potential purchasers of the proposed sale of the Bonds in accordance with the terms of proposal to be prepared for the Bonds.

6. Authority of Bond Counsel. The law firm of Kennedy & Graven, Chartered, (“Bond Counsel”), is authorized to act as bond counsel for the District and to assist in the preparation and review of necessary documents, certificates, and instruments relating to the Bonds. The officers, employees, and agents of the District are hereby authorized to assist Bond Counsel in the preparation of such documents, certificates, and instruments.

7. Covenants. In the resolution ratifying the sale of the Bonds, the Board will set forth the covenants and undertakings of the District required by the Act.

8. Official Statement. In connection with the offer and sale of the Bonds, the officers and employees of the District are authorized and directed to prepare a preliminary official statement and final official statement (collectively, the “Official Statement”), with the assistance and cooperation of the Municipal Advisor and Bond Counsel, and to make arrangements for the delivery of the Official Statement to appropriate recipients.

(The remainder of this page is intentionally left blank.)

The motion for the adoption of the foregoing resolution was duly seconded by Member _____, and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

STATE OF MINNESOTA)
)
)
COUNTY OF HENNEPIN) ss.
)
)
INDEPENDENT SCHOOL)
DISTRICT NO. 280)
)

I, the undersigned, being the duly qualified and acting Clerk of Independent School District No. 280 (Richfield Public Schools) Hennepin County, Minnesota, do hereby certify that I have carefully compared the attached and foregoing extract of minutes of a regular meeting of the School Board of the District held on the date specified above, with the original minutes on file in my office and the extract is a full, true, and correct copy of the minutes insofar as they relate to stating the intention of the School Board to issue the District's General Obligation Refunding Bonds, Series 2021A.

WITNESS My hand officially as such Clerk this _____ day of _____, 2021.

Clerk
Independent School District No. 280
(Richfield Public Schools)
Hennepin County, Minnesota

September 7, 2021
Pre-Sale Report for

Independent School District No. 280 (Richfield Public Schools), Minnesota

\$2,345,000 General Obligation Alternative
Facilities Refunding Bonds, Series 2021A



Prepared by:

Ehlers
3060 Centre Pointe Drive
Roseville, MN 55113

Advisors:

Shelby McQuay, Senior Municipal Advisor
Matthew Hammer, Municipal Advisor

BUILDING COMMUNITIES. IT'S WHAT WE DO.

EXECUTIVE SUMMARY OF PROPOSED DEBT

Proposed Issue:

\$2,345,000 General Obligation Alternative Facilities Refunding Bonds, Series 2021A

Purposes:

The proposed issue includes financing a current refunding of the 2023 through 2025 maturities of the District's 2013A School Building Bonds.

The existing bonds have interest rates of 3.00% to 4.00% (see page 7). Based on current market conditions, we estimate that the new refunding bonds would have a True Interest Cost of 0.66% (see page 8). We also estimate that the underwriter of the bonds will pay a premium (a price in excess of the par amount of the bonds), to purchase the bonds (see page 6). The combination of the premium and the new interest rates would reduce future debt service payments by an estimated \$69,350 over fiscal years 2024 through 2025 (see page 9). The Net Present Value Benefit of the refunding is estimated to be \$68,560, equal to 2.70% of the refunded debt service. This will cause a reduction in property taxes payable in 2023 and 2024. Actual results will be determined based on market conditions on the day of sale.

The refunding is considered to be a Current Refunding as the obligation being refunded will be callable within 90 days of the date of issue of the new Bonds. Debt service will be paid from the District's annual debt service property tax levy.

Authority:

The Bonds are being issued pursuant to Minnesota Statutes, Chapter 475 and Section 123B.59. The Bonds will be general obligations of the District for which its full faith, credit and taxing powers are pledged.

Term/Call Feature:

The Bonds are being issued for a term of 3 years, 3 months. Principal on the Bonds will be due on February 1 in the years 2023 through 2025. Interest is payable every six months beginning August 1, 2022. The Bonds are being offered without option of prior redemption.

Bank Qualification:

Because the District is expecting to issue no more than \$10,000,000 in tax exempt debt during the calendar year, the District will be able to designate the Bonds as "bank qualified" obligations. Bank qualified status broadens the market for the Bonds, which can result in lower interest rates.

State Credit Enhancement:

By resolution the District will covenant and obligate itself to be bound by the provisions of Minnesota Statutes, Section 126C.55, which provides for payment by the State of Minnesota in the event of a potential default of a school district obligation.

To qualify for the credit enhancement, the District must submit an application to the State. Ehlers will coordinate the application process to the State on your behalf.

Rating:

Under current bond ratings, the state credit enhancement would bring a Standard & Poor's "AAA" rating. The District's most recent bond issues were rated by Standard & Poor's. The current ratings on those bonds are "A+". The District will request a new rating for the Bonds.

If the winning bidder on the Bonds elects to purchase bond insurance, the rating for the issue may be higher than the District's bond rating in the event that the bond rating of the insurer is higher than that of the District.

Basis for Recommendation:

Based on our knowledge of your situation and characteristics of various municipal financing options, you have chosen the issuance of General Obligation Alternative Facilities Refunding Bonds as a suitable option to meet the District's objective of reducing future debt service payments. General Obligation Bonds will result in lower interest rates than some other financing options.

Method of Sale/Placement:

We will solicit competitive bids for the purchase of the Bonds from underwriters and banks.

We will include an allowance for discount bidding in the terms of the issue. The discount is treated as an interest item and provides the underwriter with all or a portion of their compensation in the transaction.

If the Bonds are purchased at a price greater than the minimum bid amount (maximum discount), the unused allowance may be used to reduce your borrowing amount.

Premium Pricing:

In some cases, investors in municipal bonds prefer "premium" pricing structures. A premium is achieved when the coupon for any maturity (the interest rate paid by the issuer) exceeds the yield to the investor, resulting in a price paid that is greater than the face value of the bonds. The sum of the amounts paid in excess of face value is considered "reoffering premium." The underwriter of the bonds will retain a portion of this reoffering premium as their compensation (or "discount") but will pay the remainder of the premium to the District. Any net premium received may be used to reduce the principal amount of the Bonds.

Other Considerations:

The most common procedure that Ehlers uses for the sale of obligations is to take proposals on the same day as a scheduled Board meeting, with the Board awarding the sale of the bonds that same day at their meeting. To provide increased flexibility for the bond sale, the resolution to be adopted at the September 7th meeting directs Ehlers to take proposals on the Bonds and authorizes the Superintendent or Chief Human Resources and Administrative Officer and a Board Officer to approve the sale of the Bonds and execute a bond purchase agreement with the purchaser, provided that the present value debt service savings is not less than \$40,000.

At this time, we anticipate that Ehlers will accept proposals on October 13th and present the results to the designated officials for their authorization on behalf of the Board. We will provide a Sale Day report detailing the bid results to the Board at the October 18th board meeting, at which time they will adopt a resolution ratifying the sale award.

Review of Existing Debt:

We have reviewed all outstanding indebtedness for the District and find that, other than the obligations proposed to be refunded by the Bonds, there are no other refunding opportunities at this time.

We will continue to monitor the market and the call dates for the District's outstanding debt and will alert you to any future refunding opportunities.

Risk Factors:

The Bonds are being issued to finance a current refunding of prior District debt obligations. Those prior debt obligations are "callable" on February 1, 2022, so refunding bonds can be issued 90 days or less prior to that date. This refunding is being undertaken based in part on an assumption that market conditions warrant the refinancing at this time.

Investment of Bond Proceeds:

Proceeds from the new Bonds will be available for investment by the District from the closing date (November 4, 2021) until shortly before the February 1, 2022 call date. To maximize interest earnings, we recommend using an SEC registered investment advisor to assist with the investment of bond proceeds until they are needed to call the Series 2013A Bonds. Ehlers is a registered investment advisor and can assist the District in developing an appropriate investment strategy.

Continuing Disclosure:

The District will be agreeing to provide certain updated Annual Financial Information and its Audited Financial Statement annually, as well as providing notices of the occurrence of certain reportable events to the Municipal Securities Rulemaking Board (the "MSRB"), as required by rules of the Securities and Exchange Commission (SEC). The District is already obligated to provide such reports for its existing bonds, and has contracted with Ehlers to prepare and file the reports.

Arbitrage Monitoring:

The District must ensure compliance with certain sections of the Internal Revenue Code and Treasury Regulations (“Arbitrage Rules”) throughout the life of the issue to maintain the tax-exempt status of the Bonds. These Arbitrage Rules apply to amounts held in construction, escrow, reserve, debt service account(s), etc., along with related investment income on each fund/account.

IRS audits will verify compliance with rebate, yield restriction and records retention requirements within the Arbitrage Rules. The District’s specific arbitrage responsibilities will be detailed in the Tax Certificate (the “Tax Compliance Document”) prepared by your Bond Attorney and provided at closing.

The Bonds may qualify for one or more exception(s) to the Arbitrage Rules by meeting 1) small issuer exception, 2) spend down requirements, 3) bona fide debt service fund limits, 4) reasonable reserve requirements, 5) expenditure within an available period limitations, 6) investments yield restrictions, 7) de minimis rules, or; 8) borrower limited requirements.

We recommend that the District review its specific responsibilities related to the Bonds with an arbitrage expert in order to utilize one or more of the exceptions listed above.

Other Service Providers:

This debt issuance will require the engagement of other public finance service providers. This section identifies those other service providers, so Ehlers can coordinate their engagement on your behalf. Where you have previously used a particular firm to provide a service, we have assumed that you will continue that relationship. For services you have not previously required, we have identified a service provider. Fees charged by these service providers will be paid from proceeds of the obligation, unless you notify us that you wish to pay them from other sources. Our pre-sale bond sizing includes a good faith estimate of these fees, but the final fees may vary. If you have any questions pertaining to the identified service providers or their role, or if you would like to use a different service provider for any of the listed services please contact us.

Bond Counsel: Kennedy & Graven, Chartered

Paying Agent: Bond Trust Services Corporation

Rating Agency: Standard & Poor’s Global Ratings (S&P)

This presale report summarizes our understanding of the District’s objectives for the structure and terms of this financing as of this date. As additional facts become known or capital markets conditions change, we may need to modify the structure and/or terms of this financing to achieve results consistent with the District’s objectives.

PROPOSED DEBT ISSUANCE SCHEDULE

Pre-Sale Review by School Board and Adopt Resolution Authorizing Sale of the Bonds and Establishing Parameters:	September 7, 2021
Due Diligence Call to review Official Statement:	Week of September 27, 2021
Distribute Official Statement:	Week of September 27, 2021
Conference with Rating Agency:	Week of September 27, 2021
Ehlers Receives and Evaluates Proposals for Purchase of Bonds; Designated Officials Award Sale of Bonds if Parameters are Met:	October 13, 2021
School Board Approves Resolution Ratifying Sale of Bonds:	October 18, 2021
Estimated Closing Date:	November 4, 2021
Redemption Date for the Obligations Being Refunded:	February 1, 2022

Attachments

Estimated Sources and Uses of Funds

Debt Service Schedule for Callable Portion of 2013A

Estimated Debt Service Schedule for 2021A Refunding Bonds

Estimated Debt Service Comparison/Refunding Savings Analysis

Resolution Authorizing Ehlers to Proceed with Bond Sale/Credit Enhancement Including Parameters for Awarding Sale (Provided Separately)

EHLERS' CONTACTS

Shelby McQuay, Senior Municipal Advisor	(651) 697-8548
Matthew Hammer, Municipal Advisor	(651) 697-8592
Jen Chapman, Senior Public Finance Analyst	(651) 697-8566
Brian Shannon, Manager, Senior Financial Analyst	(651) 697-8515

The Preliminary Official Statement for this financing will be sent to the Board of Education at their home or email address for review prior to the sale date.

ISD #280 (Richfield), MN

\$2,345,000 G.O. Alternative Facilities Refunding Bonds, Series 2021A

Dated: November 4, 2021 - Proposed Current Refunding of
\$16,765,000 G.O. Refunding Bonds, Series 2013A

Sources & Uses

Dated 11/04/2021 | Delivered 11/04/2021

Sources Of Funds

Par Amount of Bonds	\$2,345,000.00
Reoffering Premium	134,524.80

Total Sources	\$2,479,524.80
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Uses Of Funds

Total Underwriter's Discount (0.500%)	11,725.00
Costs of Issuance	49,000.00
Deposit to Current Refunding Fund	2,415,000.00
Rounding Amount	3,799.80

Total Uses	\$2,479,524.80
-------------------	-----------------------

ISD #280 (Richfield), MN

\$3,970,000 G.O. Refunding Bonds, Series 2013A

Current Refund Series 2005

Purpose 2 of 2

Debt Service To Maturity And To Call

Date	Refunded Bonds	D/S To Call	Principal	Coupon	Interest	Refunded D/S
11/04/2021	-	-	-	-	-	-
02/01/2022	2,415,000.00	2,415,000.00	-	4.000%	-	-
08/01/2022	-	-	-	-	40,100.00	40,100.00
02/01/2023	-	-	775,000.00	4.000%	40,100.00	815,100.00
08/01/2023	-	-	-	-	24,600.00	24,600.00
02/01/2024	-	-	810,000.00	3.000%	24,600.00	834,600.00
08/01/2024	-	-	-	-	12,450.00	12,450.00
02/01/2025	-	-	830,000.00	3.000%	12,450.00	842,450.00
Total	\$2,415,000.00	\$2,415,000.00	\$2,415,000.00	-	\$154,300.00	\$2,569,300.00

Yield Statistics

Base date for Avg. Life & Avg. Coupon Calculation	11/04/2021
Average Life	2.264 Years
Average Coupon	2.8215502%
Weighted Average Maturity (Par Basis)	2.264 Years
Weighted Average Maturity (Original Price Basis)	2.233 Years

Refunding Bond Information

Refunding Dated Date	11/04/2021
Refunding Delivery Date	11/04/2021

ISD #280 (Richfield), MN

\$2,345,000 G.O. Alternative Facilities Refunding Bonds, Series 2021A

Dated: November 4, 2021 - Proposed Current Refunding of

\$16,765,000 G.O. Refunding Bonds, Series 2013A

Debt Service Schedule

Date	Principal	Coupon	Interest	Total P+I	Fiscal Total
11/04/2021	-	-	-	-	-
08/01/2022	-	-	52,176.25	52,176.25	-
02/01/2023	765,000.00	3.000%	35,175.00	800,175.00	852,351.25
08/01/2023	-	-	23,700.00	23,700.00	-
02/01/2024	780,000.00	3.000%	23,700.00	803,700.00	827,400.00
08/01/2024	-	-	12,000.00	12,000.00	-
02/01/2025	800,000.00	3.000%	12,000.00	812,000.00	824,000.00
Total	\$2,345,000.00	-	\$158,751.25	\$2,503,751.25	-

Yield Statistics

Bond Year Dollars	\$5,291.71
Average Life	2.257 Years
Average Coupon	3.0000000%
Net Interest Cost (NIC)	0.6793921%
True Interest Cost (TIC)	0.6553558%
Bond Yield for Arbitrage Purposes	0.4401940%
All Inclusive Cost (AIC)	1.5699189%

IRS Form 8038

Net Interest Cost	0.4301266%
Weighted Average Maturity	2.272 Years

ISD #280 (Richfield), MN

\$2,345,000 G.O. Alternative Facilities Refunding Bonds, Series 2021A

Dated: November 4, 2021 - Proposed Current Refunding of

\$16,765,000 G.O. Refunding Bonds, Series 2013A

Debt Service Comparison

Date	Total P+I	Existing D/S	Net New D/S	Old Net D/S	Savings
02/01/2022	-	794,900.00	791,100.20	794,900.00	3,799.80
02/01/2023	852,351.25	-	852,351.25	855,200.00	2,848.75
02/01/2024	827,400.00	-	827,400.00	859,200.00	31,800.00
02/01/2025	824,000.00	-	824,000.00	854,900.00	30,900.00
Total	\$2,503,751.25	\$794,900.00	\$3,294,851.45	\$3,364,200.00	\$69,348.55

PV Analysis Summary (Net to Net)

Gross PV Debt Service Savings.....	64,760.51
Net PV Cashflow Savings @ 0.440%(Bond Yield)....	64,760.51
Contingency or Rounding Amount.....	3,799.80
Net Present Value Benefit	\$68,560.31
Net PV Benefit / \$2,544,285.31 PV Refunded Debt Service	2.695%
Net PV Benefit / \$2,415,000 Refunded Principal...	2.839%
Net PV Benefit / \$2,345,000 Refunding Principal..	2.924%

Refunding Bond Information

Refunding Dated Date	11/04/2021
Refunding Delivery Date	11/04/2021

NEW BUSINESS - FOR ACTION

AGENDA ITEM V.F.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 7, 2021

**SUBJECT: AUTHORIZATION FOR BOARD MEMBERS TO SUBSTITUTE / BE
EMPLOYED ON A CASUAL / TEMPORARY BASIS**

(Recommended by Superintendent)

That the Board of Education authorize Member Tim Pollis to perform casual part-time services during the 2021-2022 school year.

Background Information

(Prepared by Craig Holje)

Member Pollis performs casual/part-time services officiating athletic competitions.

The maximum amount that can be earned in one fiscal year by a Board Member according to Minnesota State Statute 123B.195 is \$8,000. A majority of the school board must approve the employment at a board meeting at which all board members are present.

NEW BUSINESS - FOR ACTION

Agenda Item V.G.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 7, 2021

Subject: High School Façade – Change Order #1

(Recommended by the Superintendent)

That the Board of Education approve High School, South Wing, East Stair Tower Façade Change Order #1 with Weatherproofing Technologies, Inc. for a total increase of \$5,529.25.

Background Information

High School Façade Change Order #1 – 1. Replace additional brick at corner of south stair tower that was not in scope and appears to have been damaged within the last year after the proposal was created. 56 bricks. 2. Install galvanic anodes and attach to corroding steel beam behind masonry corner at south stair.

The original (Contract Sum)	\$205,377.05
Net Change by previously authorized Change Orders	\$0.00
The contract sum prior to these Change Orders	\$205,377.05
The contract sum will be increased by these Change Orders in the amount of	\$5,529.25
The new contract sum including all Change Orders will be	\$210,906.30



Weatherproofing Technologies, Inc.

PROJECT:

5046102 - RICHFIELD PS RICHFIELD HS SOUTH WING
7001 HARRIET AVENUE SOUTH
RICHFIELD, MN 55423

OWNER CHANGE ORDER

Change Order #: 1

Initiation Date: 08/30/2021

To Owner: Richfield Public Schools
Address: 7001 HARRIET AVENUE S
RICHFIELD MN 55423
Contract/PO Date: 04.07.2021
Contract/PO#: P210683

The following is a change from the original scope of work for the above referenced job:

Scope Change Detail	\$ Amount
Replace additional brick at corner of south stair tower that was not in scope and appears to have been damaged within the last year after the proposal was created. 56 bricks. Install galvanic anodes and attach to corroding steel beam behind masonry corner at south stair.	\$5,529.25
TOTAL	\$5,529.25

The original Contract Sum was	\$205,377.05
Net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$205,377.05
The amount Contract Sum will be adjusted by this Change Order in the amount of	\$5,529.25
The new Contract Sum, including this Change Order, will be	\$210,906.30
The Contract Time could be increased by (working days)	0
The Date of Substantial Completion as of the date of this Change Order, therefore, is	

APPROVED BY:

Weatherproofing Technologies, Inc.

Signature: _____

Print Name: _____

Date: _____

Owner:

Signature: _____

Print Name: _____

Date: _____

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 7, 2021

**SUBJECT: 2021-2022 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA
STATE HIGH SCHOOL LEAGUE**

(Recommended by Superintendent)

That the Board of Education adopt the resolution for membership in the Minnesota State High School League for the 2021-2022 school year.

BACKGROUND INFORMATION

Minnesota Statutes, Section 128C.01 requires individual school boards each year to authorize membership in the Minnesota State High School League. The Resolution for Membership affirms (1) that our school board delegates the control, supervision and regulation of League-sponsored athletic and fine arts activities to the Minnesota State High School League; (2) that our school board adopts the MSHSL Constitution, Bylaws and Rules and Regulations; and, (3) that the administration and responsibility for supervising the registered activities are assigned to our official representative, the Richfield Activities Director.

Our designated Board Representative is Tim Pollis.

A billing for services, rule books and other supplies will be mailed to schools in mid to late July as has been the accepted procedure in the past. This billing includes a per school Membership fee of \$160 (up from \$110 last year) and Registration/Activity Fees which will be based on the information our school submits to the League office regarding the activities we will sponsor during the 2021-2022 school year.



2021-2022 RESOLUTION FOR MEMBERSHIP IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE

RESOLVED, that the Governing Board of School District Number 280, County of Hennepin, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the high school(s) listed below (name all high schools in the district):

Richfield High School

is authorized by this, the Governing Board of said school district or school to:

1. Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by this Governing Board.

Signing the Resolution for Membership affirms that this Governing Board has viewed the WHY WE PLAY training video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared common language.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: _____
(Clerk/Secretary - Local Governing Board)

Signed: _____
(Superintendent or Head of School)

Date: _____

Date: _____

District Office Address, City, Zip: 7001 Harriet Ave S., Richfield, MN 55423

School Superintendent's Phone: 612-798-6011 School Superintendent's Email: steven.unowsky@rpsmn.org

**This form must be completed and submitted to MSHSL NOT LATER THAN AUGUST 31, 2021
Retain one copy for the school files.**

2020-2021 RESOLUTION FOR MEMBERSHIP

This page must be completed once for each school in the district.

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

Please complete and return this form with your school's 2021-2022 Resolution for Membership. If the school board is responsible for more than one (1) high school, please complete a form for EACH high school.

Name of School (Please Print)

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

(Designated School Board Member – please print)

(Designated School Representative – please print)

Email Address

Email Address

208.02 ACTIVITY REPRESENTATIVES

(Boys' Sports – please print)

(Girls' Sports – please print)

(Speech – please print)

(Music – please print)

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

(Board Member—please print)

(Student—please print)

(Parent—please print)

(Faculty Member—please print)

(Mailing Representative—please print)

The Mailing Representative is the person to whom mailings go. This is usually the Activity Director.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 7, 2021

Subject: Donations

(Recommended by the Superintendent)

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

Sheridan Hills Elementary School received donations totaling \$20.00 through Charities Aid Foundation of America (CAF).

Richfield Middle School received donations of musical instruments valued at \$350 from Rebecca Wilson of Eden Prairie and \$650 from Steven Flucas of Eden Prairie.