

SUPERINTENDENT'S REPORT AND AGENDA

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

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

Monday, April 18, 2022
7 p.m. School Board Meeting

- I. CALL TO ORDER
- II. REVIEW AND APPROVAL OF THE AGENDA
- III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS
 - A. Public Comment
 - B. Superintendent Update
 - 1. Student Voice Presentation
 - C. Commendations
- IV. CONSENT AGENDA
 - A. Routine Matters
 - 1. Minutes of the regular meeting held April 4, 2022
 - 2. General Disbursements as of 4/11/22 in the amount of \$373,234.97
 - B. Personnel Items
- V. OLD BUSINESS
 - A. Policy 309: Designation of Acting Superintendent
 - B. Administrative Guideline 116.1: Equity
- VI. NEW BUSINESS
 - A. Policy 210: Conflict of Interest – School Board Members & Administrative Guideline 210.1
 - B. Policy 208: Open Meetings and Closed Meetings
 - C. Resolution Approving ISD #280 Long-Term Facilities Maintenance Budget
 - D. Resolution Approving ISD #287 Long-Term Facilities Maintenance Budget

April 18, 2022 School Board Meeting Agenda

- E. Renewal of Group Medical and Dental Coverage
- F. Resolution Appointing a Third Party Administrator and Trustee for Health Reimbursement Accounts
- G. Amended Resolution Designating Polling Places for 2022
- H. Donations

VII. ADVANCE PLANNING

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

5-2-2022	7 p.m.	Regular Board Meeting
5-16-2022	7 p.m.	Regular Board Meeting - Public Comment

- D. Suggested/Future Agenda Items

VIII. ADJOURN REGULAR MEETING

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

Agenda Item III.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

Subject: Superintendent Update

Assistant Superintendent Dr. Latanya Daniels will present about District initiatives to prioritize student voice.

Attached:

Ongoing Data Reference List
Student Voice Presentation

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

Agenda Item III.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

Subject: Ongoing Data Reference List

Acronyms:

This list will be added to for each board meeting whenever acronyms are presented in following items of the board packet.

ADA:	Americans with Disabilities Act
A.I.:	American Indian
AIPAC:	American Indian Parent Advisory Committee
AP:	Advanced Placement
AP:	Assistant Principal
BIPOC:	Black, Indigenous, and People of Color
BILT or ILT:	Building Instructional Leadership Team
BOLT:	Building Operational Leadership Team
CDC:	Centers for Disease Control
CIS:	College in the Schools
CLSD:	Comprehensive Literacy State Development
ECSE:	Early Childhood Special Education
EL or ELL:	English Learner or English Language Learner
FAFSA:	Free Application for Federal Student Aid
HR:	Human Resources
LGBTQ+ or LGBTQIA+:	Lesbian, Gay, Bisexual, Transgender, Queer, and others or Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual, and others
LTFM:	Long-Term Facilities Maintenance
MCA:	Minnesota Comprehensive Assessments
MDE:	Minnesota Department of Education
MDH:	Minnesota Department of Health
MIEA:	Minnesota Indian Education Association
MLL:	Multilingual Learning
MnDOT:	Minnesota Department of Transportation
MSBA:	Minnesota School Boards' Association
NSPRA:	National School Public Relations Association
NWEA-MAP	Northwest Evaluation Association – Measures of Academic Progress

OSHA:	Occupational Safety and Health Administration
PD:	Professional Development
PLC:	Peer Learning Community
RCEP:	Richfield College Experience Program
RDLS:	Richfield Dual Language School
RHS:	Richfield High School
RMS:	Richfield Middle School
RPS:	Richfield Public Schools
SBG:	Standards-Based Grading
SEC:	South Education Center
SEL:	Social-Emotional Learning
SPED:	Special Education
SRTS:	Safe Routes to School
STAT:	Student and Teacher Assistance Team
STEM:	Science, Technology, Engineering, and Math
SY:	School year
VEBA:	Voluntary Employees' Beneficiary Association
VPK:	Voluntary PreKindergarten

RPS Student Demographic Data 2021-2022:

4,183 Students District-wide

- 4,021 Traditional Count
 - 1,783 Elementary (K-5) Average Class Size = 21.93
 - 837 Middle (6-8) Average Class Size = 24.78
 - 1,269 High (9-12) Average Class Size = 27.3
 - 112 ECSE
 - 20 Transition +
- 162 Voluntary Prekindergarten (VPK)

Student Diversity (based on MDE categories)

- BIPOC: 71.17%
 - American Indian or Alaska Native: 0.98%
 - Asian: 4.47%
 - Hispanic: 42.7%
 - Black or African America: 13.84%
 - Native Hawaiian or Other Pacific Islander: 0.12%
 - 2 or More Races: 9.06%
- White: 28.83%

English Learner

- ELL: 24.79%
- Non-ELL: 75.21%

Enriching and accelerating learning



**The Impact of Student Voice
in
Richfield Public Schools**

Monday, April 18, 2022

Enriqueciendo y acelerando el aprendizaje

Outcomes



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By the end of this presentation, RPS Board members will understand the the major themes from the senior presentations and the impact our students' voices have had on our work in Richfield Public Schools.

According to a 2016 Gallup poll that measured student engagement, about three-quarters of fifth graders—an age at which students are full of joy and enthusiasm for school—report high engagement in school.

1 By middle school, slightly more than one-half of students report being engaged.

2 In high school, however, there is a precipitous drop in engagement, with just about one-third of students reporting being engaged.

3 Similar to the drop in engagement, a recent poll from The New Teacher Project (TNT) found that students see less value in their work and assignments with each subsequent year of school.

Student Engagement



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What is Student Voice?



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It refers to the expression of values, opinions, beliefs, and perspectives of individuals and groups of students in a school and to instructional approaches and techniques that are based on student choices, interests, passions, and ambitions.

Center on Transition Innovations, 2017

Research indicates that students who believe they have a voice in school are seven times more likely to be academically motivated than students who do not believe they have a voice.

Quaglia Institute for School Voice and Aspirations, 2016

Types of Student Voice

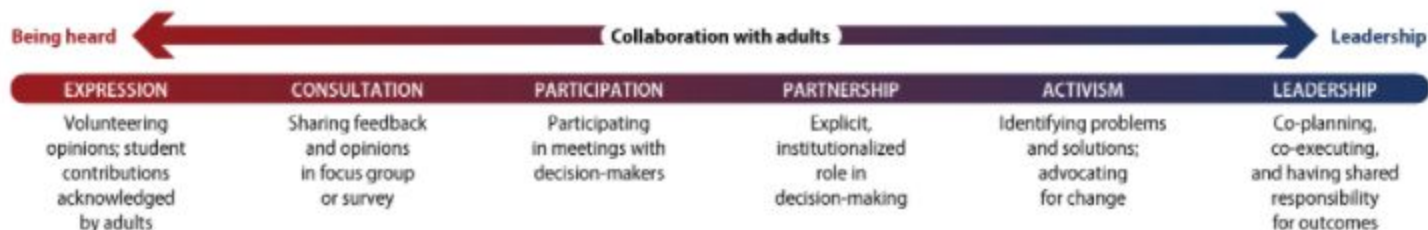


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FIGURE 1

Types of student voice

Adapted version of Toshalis and Nakkula's "The Spectrum of Student Voice Oriented Activity" and Mitra and Gross' "Pyramid of student voice"



Sources: This graph is adapted from Eric Toshalis and Michael J. Nakkula, "Motivation, Engagement, and Student Voice" (Boston: Jobs for the Future, 2012), available at https://fjfforg-prod-prime.s3.amazonaws.com/media/documents/Motivation_Engagement_Student_Voice_0.ppt; Dana L. Mitra and Steven Jay Gross, "Increasing Student Voice in High School Reform: Building Partnerships, Improving Outcomes," *Educational Management Administration & Leadership* 37 (4) (2009): 522-543, available at <http://www.buildingpublicunderstanding.org/assets/files/increasingstudentvoiceinhighschoolreform.pdf>.

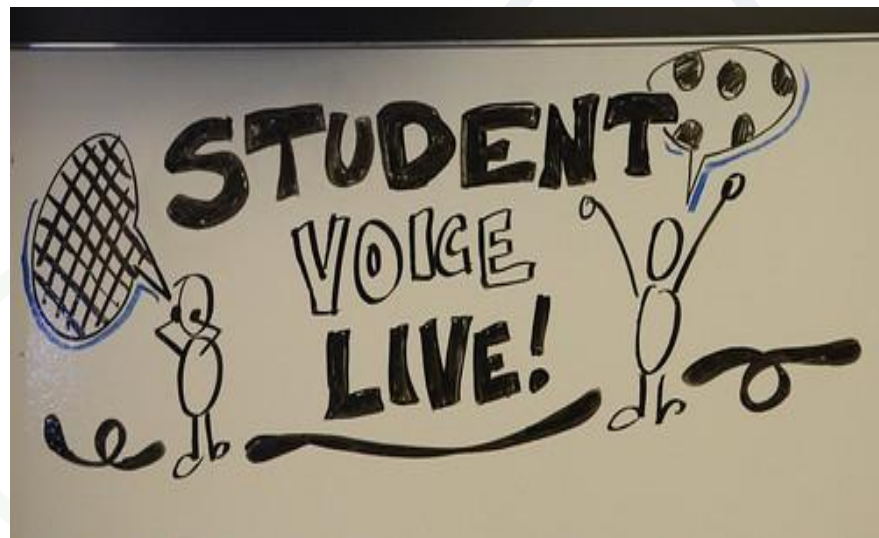
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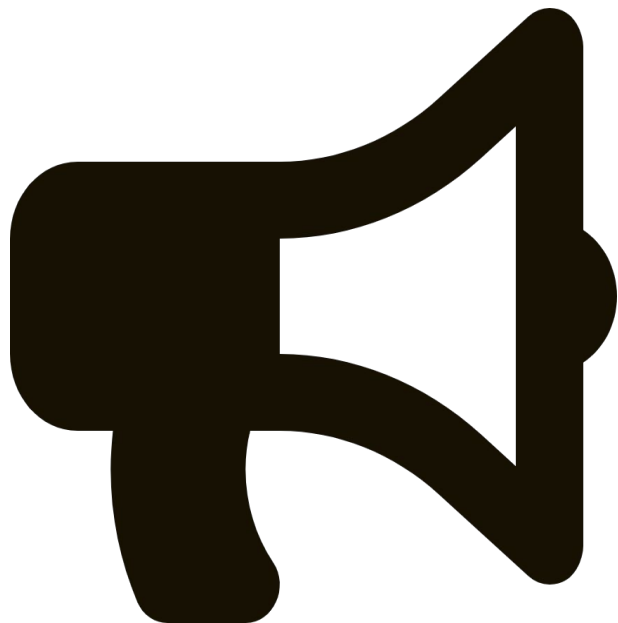
Reimagine Richfield



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- On November 29, 2017, RPS hosted the largest ever student-led conference on educational achievement, equity and excellence for its 1100 students in the school district.
- Using Open Space Technology, RHS' students were invited to tell us what they needed to realize the best education they could imagine in RPS.
- This historic event launched the large-scale practice of capturing student voice in RPS.





There were 5 major themes:

1. Building Facility and Access;
2. Food, Health and Wellness;
3. School Hours and Scheduling;
4. Teaching and Learning; and
5. Equity

Reimagine Richfield in Action



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- ❑ New and improved facilities
- ❑ Healthier and more diverse food offerings
- ❑ Increased mental health support
- ❑ Expanded student supports
- ❑ Access to and support in rigorous courses
- ❑ Consistent increases in ACT scores for all demographic groups
- ❑ Doubled representation of BIPOC students in college credit classes from 30% to 65%
- ❑ Increased college credits earned from 600 to 2,000 annually
- ❑ Increased graduation rates
- ❑ Increase in community financial investment in our students





Four Major Themes:

- ❑ Increased Support for Career and College Readiness
- ❑ Additional Mental Health Support
- ❑ Instruction and Achievement
- ❑ Relevant Courses and Coursework

Increased Support for Career and College Readiness



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Additional career and college readiness support was the number one request of seniors.

Students want:

- To feel more ready to enter the real world
- More information about college, FAFSA and scholarship/grant opportunities
- More support in applying for college(s) and career opportunities

Mental health support and awareness was a significant request of our seniors.

Students want:

- Accessible mental health support
- Safe spaces to discuss mental health needs
- Parent-education around mental health awareness
- Privacy around mental health needs

Instruction, engagement and access were major themes within the theme of achievement.

Students want:

- Equity and access to rigorous courses and learning
- Engaging lessons
- Balance in group work and individual work during class
- In class and after class support from teachers

Engagement and Relevance were significant themes in regards to courses and coursework.

Students want:

- Supports to minimize distractions like fidgets
- Distractions minimized that impede their learning like attendance issues and cell phones
- Relevant Courses
- Representation in staffing and learning experiences

Student Voice in Action



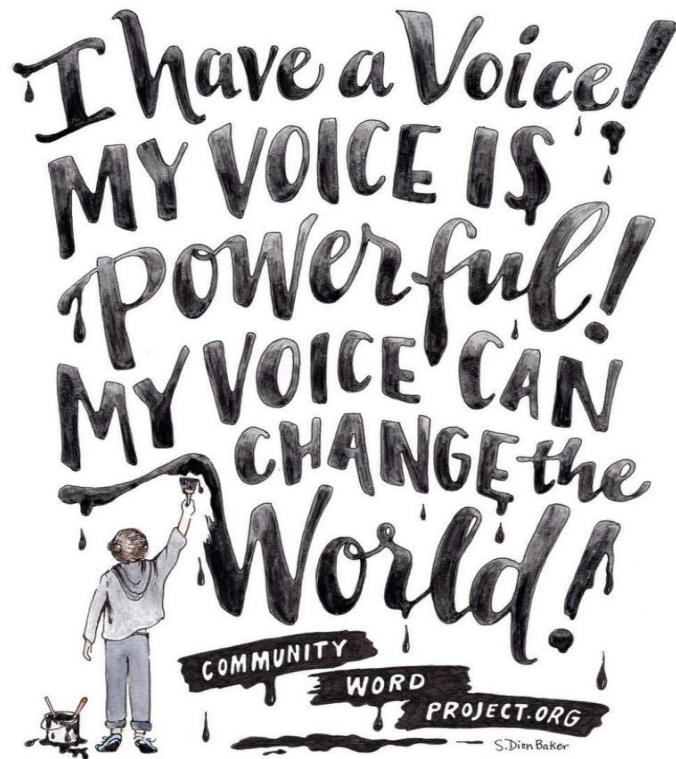
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Student Voice	Type of Voice	Product/Outcome(s)
Reimagine Richfield	Leadership	High School Transformation
Safe and Supportive Schools	Partnership	Student-Centered School Policies
Student School Board Representatives	Participation	Student-Centered Board Discussions
Equity and SEL Learning Walks	Consultation	Professional development and Improved Instruction and Climate/Culture
Senior Presentations	Activism	Systematized support to help students optimally achieve and ready for the world

Equitable and More Just RPS



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Questions



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

Agenda Item III.C.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

Subject: Commendations

RPS would like to commend RMS Language Arts Teacher Maria Grams. She is being honored with the Leo Weiss Courage to Teach Award from the Jewish Community Relations Council of Minnesota and the Dakotas. This annual award recognizes an educator who goes above and beyond to teach and inspire young people about the lessons of the Holocaust. She will receive the award at the Twin Cities Yom HaShoah Commemoration (Holocaust Remembrance Day) which will take place April 28 at 7 p.m. at Temple Israel in Minneapolis. The Yom HaShoah Commemoration honors the memory of the six million Jews and the other victims murdered in the Holocaust. Congratulations to Maria!

RPS would also like to commend Director of Student Support Services Christina Haddad Gonzalez, who was recently awarded with the Park Nicollet Foundation 2022 Community Service Award! This award honors Christina's work in overseeing the Park Nicollet Foundation sponsored Health Resource Center and NOW! telemental health program at Richfield High School, which have helped countless students and improved the health of the RPS community. Christina's dedication to improving access and resources for children and families, her additional volunteer service and leadership in community and nonprofit organizations and her inspiring kindness and advocacy are worth recognition. Congratulations to Christina!

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	304177	03/03/2022	ALL FOR KIDZ INC	R	1,595.00
01	304178	03/03/2022	ALL STATE COMMUNICATIONS INC	R	2,650.00
01	304179	03/03/2022	ALLIED PROFESSIONALS, INC.	R	2,436.00
01	304180	03/03/2022	ANDRASCHKO NEIL	R	165.00
01	304181	03/03/2022	ANNIKA ANDERSEN DURYEA	R	100.00
01	304182	03/03/2022	AUTO ELECTRIC OF BLOOMINGTON INC	R	375.00
01	304183	03/03/2022	BIX FRUIT COMPANY	R	7,822.77
01	304184	03/03/2022	BOSE THOMAS N	R	77.00
01	304185	03/03/2022	BRAMBILLA'S LEASE SYSTEMS, INC	R	2,161.00
01	304186	03/03/2022	BSI MECHANICAL, INC.	R	5,718.46
01	304187	03/03/2022	CAPTIVATE MEDIA & CONSULTING	R	413.00
01	304188	03/03/2022	CARLSON PRINTING COMPANY	R	447.25
01	304189	03/03/2022	CARQUEST AUTO PARTS	R	43.85
01	304190	03/03/2022	CHOUINARD DYLAN	R	101.00
01	304191	03/03/2022	CHRISTIAN NICHOLAS	R	35.00
01	304192	03/03/2022	CINTAS CORPORATION NO 2	R	144.25
01	304193	03/03/2022	CITY OF RICHFIELD	R	1,120.86
01	304194	03/03/2022	COLLINS NICOLE	R	20.00
01	304195	03/03/2022	COMCAST BUSINESS	R	246.35
01	304196	03/03/2022	COMMERCIAL KITCHEN	R	1,364.48
01	304197	03/03/2022	CONTINENTAL RESEARCH CORP	R	112.21
01	304198	03/03/2022	COOK AMY	R	20.00
01	304199	03/03/2022	DAY ROGER ANTHONY	R	82.00
01	304200	03/03/2022	DEMCO MEDIA	R	155.94
01	304201	03/03/2022	DURDA DANIELLE	R	20.00
01	304202	03/03/2022	DZIERZAK LOUIS	R	20.00
01	304203	03/03/2022	ECM PUBLISHERS INC	R	156.85
01	304204	03/03/2022	EDUCATORS BENEFIT CONSULTANTS LLC	R	102.00
01	304205	03/03/2022	ELLINGSON TODD	R	64.00
01	304206	03/03/2022	FINANGER PHILLIP J	R	105.00
01	304207	03/03/2022	GRAHAM THOMAS	R	50.00
01	304208	03/03/2022	HANKS, DANE AUGUST	R	10.00
01	304209	03/03/2022	HARRIS DENNIS	R	82.00
01	304210	03/03/2022	HOOKS DESMOND	R	165.00
01	304211	03/03/2022	HUYER-DEVRIES JANINE	R	20.00
01	304212	03/03/2022	IIX INSURANCE INFORMATION EXCHANGE	R	60.05
01	304213	03/03/2022	INNOVATIVE OFFICE SOLUTIONS LLC	R	115.61
01	304214	03/03/2022	JOERGER BRYCE	R	20.00
01	304215	03/03/2022	JOHNSON CHRISTOPHER	R	20.00
01	304216	03/03/2022	KEMNETZ BRYAN	R	82.00
01	304217	03/03/2022	KIDCREATE STUDIO	R	994.00
01	304218	03/03/2022	KREMER SERVICES LLC	R	401.85
01	304219	03/03/2022	LAKESHORE LEARNING MATERIALS	R	68.98
01	304220	03/03/2022	LARKIN RICHARD	R	82.00
01	304221	03/03/2022	LEVIN JULIE	R	20.00
01	304222	03/03/2022	LOUIS ANDREW T	R	64.00
01	304223	03/03/2022	MATRIX COMMUNICATIONS, INC	R	2,976.00
01	304224	03/03/2022	MAYER CHAD	R	20.00
01	304225	03/03/2022	MAYER VALERIE	R	50.00

01	304226	03/03/2022	MERLE H IHNE III	R	82.00
01	304227	03/03/2022	METRO ECSU	R	100.00
01	304228	03/03/2022	MOORE CHARLES	R	82.00
01	304229	03/03/2022	MOORE KENAN	R	164.00
01	304230	03/03/2022	NAVRATIL SARAH	R	20.00
01	304231	03/03/2022	NCS PEARSON INC	R	110.00
01	304232	03/03/2022	NELSON BLAKE L	R	101.00
01	304233	03/03/2022	NELSON, DAVID A	R	77.00
01	304234	03/03/2022	NYGAARD SCOTT	R	64.00
01	304235	03/03/2022	OKEY CHRIS	R	135.00
01	304236	03/03/2022	PARAGON DEVELOPMENT SYSTEMS, INC.	R	9,191.20
01	304237	03/03/2022	PATE MARVIN	R	64.00
01	304238	03/03/2022	PEARSON CLIFTON	R	101.00
01	304239	03/03/2022	PIONEER MANUFACTURING COMPANY	R	742.00
01	304240	03/03/2022	RIVERA DAVID	R	101.00
01	304241	03/03/2022	RIVERSIDE INSIGHTS	R	219.00
01	304242	03/03/2022	RUDOLPH MICHAEL	R	101.00
01	304243	03/03/2022	SAFETYFIRST PLAYGROUND MAINTENANCE	R	425.00
01	304244	03/03/2022	SCHOAF SCOTT	R	82.00
01	304245	03/03/2022	SCHOOL SPECIALTY, LLC	R	101.22
01	304246	03/03/2022	SEPTRAN STUDENT TRANSPORTATION	R	7,280.00
01	304247	03/03/2022	SOLLIE DUANE A	R	35.00
01	304248	03/03/2022	SOROUGH NAJI	R	125.00
01	304249	03/03/2022	SOUERS RANDY	R	101.00
01	304250	03/03/2022	STRATEGIC STAFFING SOLUTIONS	R	7,647.50
01	304251	03/03/2022	SULLIVAN LAMARR	R	82.00
01	304252	03/03/2022	TOENSING PETER	R	20.00
01	304253	03/03/2022	TOWNZEN RYAN	R	82.00
01	304254	03/03/2022	VIG SOLUTIONS INC	R	1,699.00
01	304255	03/03/2022	WALZ CHRISTINE M	R	35.00
01	304256	03/03/2022	WALZ JEFFREY	R	20.00
01	304257	03/03/2022	WOLDEN DEREK	R	82.00
01	304258	03/03/2022	XCEL ENERGY	R	41,628.47
01	304259	03/03/2022	YOUTH ENRICHMENT LEAGUE (YEL!)	R	320.00
01	304260	03/04/2022	ECOLAB INC	R	964.63
01	304261	03/04/2022	WW GRAINGER INC	R	20.30
01	304262	03/04/2022	HAWKINS INC	R	6.12
01	304263	03/04/2022	HENNEPIN COUNTY ACCOUNTS RECEIVABLE	R	839.82
01	304264	03/04/2022	HILLYARD	R	9,193.29
01	304265	03/04/2022	HOGLUND BUS CO INC	R	929.14
01	304266	03/04/2022	HUBERT COMPANY, LLC	R	116.81
01	304267	03/04/2022	IDENTISYS INC	R	166.47
01	304268	03/04/2022	JAYTECH, INC	R	601.52
01	304269	03/04/2022	KINECT ENERGY INC	R	525.00
01	304270	03/04/2022	MIDWEST BUS PARTS INC	R	14.56
01	304271	03/04/2022	PAN O GOLD BAKING CO	R	526.29
01	304272	03/04/2022	TITAN MACHINERY INC	R	474.00
01	304273	03/04/2022	TRIO SUPPLY COMPANY	R	1,170.05
01	304274	03/04/2022	TRISTATE BOBCAT INC	R	521.78
01	304275	03/04/2022	UHL COMPANY INC	R	160.50

01	304277	03/04/2022	UPPER LAKES FOODS	R	30,964.17
01	304278	03/04/2022	XCEL ENERGY	R	8,220.49
01	V2201143	03/04/2022	P-CARD BAIRD LISA	R	3,175.93
01	V2201144	03/04/2022	P-CARD BROWN MATTHEW	R	722.79
01	V2201145	03/04/2022	P-CARD BRUNNER PATTI	R	3,923.33
01	V2201146	03/04/2022	P-CARD BURT EMILY	R	299.23
01	V2201147	03/04/2022	P-CARD CARUSO MATTHEW	R	249.39
01	V2201148	03/04/2022	P-CARD EDWARDS NATHAN	R	166.43
01	V2201149	03/04/2022	P-CARD FINDLEY LAMPKIN MELISSA	R	705.02
01	V2201150	03/04/2022	P-CARD GEURINK AREND	R	2,401.09
01	V2201151	03/04/2022	P-CARD GULLICKSON KEVIN	R	79.28
01	V2201152	03/04/2022	P-CARD KRETSINGER DAN	R	2,805.46
01	V2201153	03/04/2022	P-CARD LEIKNES LISA	R	117.39
01	V2201154	03/04/2022	P-CARD LEWIS JENNIFER	R	1,114.40
01	V2201155	03/04/2022	P-CARD LUNDY MICHELLE	R	30.00
01	V2201156	03/04/2022	P-CARD LUNDY MICHELLE	R	883.54
01	V2201157	03/04/2022	P-CARD MACE CHRISTI JO	R	1,683.09
01	V2201158	03/04/2022	P-CARD MAHONEY COLLEEN	R	1,074.02
01	V2201159	03/04/2022	P-CARD MANNING MICHAEL	R	3,539.55
01	V2201160	03/04/2022	P-CARD MCGINN DAN	R	525.05
01	V2201161	03/04/2022	P-CARD MCNAUGHTON COMMERS CAROLE	R	400.68
01	V2201162	03/04/2022	P-CARD MORALES LIZETTE	R	319.53
01	V2201163	03/04/2022	P-CARD MORRISSEY MELISSA	R	1,978.62
01	V2201164	03/04/2022	P-CARD SMITH DANE	R	6.03
01	V2201165	03/04/2022	P-CARD STACHEL NANCY	R	623.54
01	V2201166	03/04/2022	P-CARD VALLEY JENNIFER	R	1,126.11
01	V2201167	03/04/2022	P-CARD WILLHITE KASYA	R	362.80
01	V2201168	03/04/2022	P-CARD WINTER AMY	R	1,172.10
01	304279	03/10/2022	ALL STATE COMMUNICATIONS INC	R	340.00
01	304280	03/10/2022	ALLIED PROFESSIONALS, INC.	R	2,712.00
01	304281	03/10/2022	AMPLIFIED IT LLC	R	6,857.00
01	304282	03/10/2022	AQUA LOGIC INC	R	913.25
01	304283	03/10/2022	ARVIG ENTERPRISES INC	R	1,107.90
01	304284	03/10/2022	AZURE ADLER	R	156.00
01	304285	03/10/2022	CAPITAL ONE TRADE CREDIT	R	94.23
01	304286	03/10/2022	CAPITAL ONE TRADE CREDIT	R	72.99
01	304287	03/10/2022	CARQUEST AUTO PARTS	R	127.09
01	304288	03/10/2022	CENTURYLINK	R	114.44
01	304289	03/10/2022	CEP ART & DESIGN	R	1,021.50
01	304290	03/10/2022	CINTAS CORPORATION NO 2	R	523.93
01	304291	03/10/2022	COMCAST	R	305.36
01	304292	03/10/2022	CULLIGAN SOFT WATER	R	10.00
01	304293	03/10/2022	DICKS LAKEVILLE SANITATION INC	R	6,692.24
01	304294	03/10/2022	ECM PUBLISHERS INC	R	133.05
01	304295	03/10/2022	WW GRAINGER INC	R	122.58
01	304296	03/10/2022	GROTH MUSIC COMPANY	R	226.64
01	304297	03/10/2022	HEARTLAND BUSINESS SYSTEMS LLC	R	330.00
01	304298	03/10/2022	HILLYARD	R	29.23
01	304299	03/10/2022	HOGAN ASSESSMENT SYSTEMS INC	R	1,130.00
01	304300	03/10/2022	HOGLUND BUS CO INC	R	28,095.27

01	304301	03/10/2022	HOME DEPOT U.S.A.	R	787.10
01	304302	03/10/2022	IIX INSURANCE INFORMATION EXCHANGE	R	42.85
01	304303	03/10/2022	J GRAMMOND PHOTOGRAPHY	R	15.00
01	304304	03/10/2022	KIDCREATE STUDIO	R	330.00
01	304305	03/10/2022	LIGHTSPEED TECHNOLOGIES, INC.	R	1,220.00
01	304306	03/10/2022	METROPOLITAN MECHANICAL CONTRACTORS	R	4,743.23
01	304307	03/10/2022	MIDWEST BUS PARTS INC	R	370.03
01	304308	03/10/2022	MINNESOTA CLAY COMPANY	R	449.75
01	304309	03/10/2022	MSBA-MINNESOTA SCHOOL BOARD ASSOC	R	210.00
01	304310	03/10/2022	MTN-METROPOLITAN TRANSP NETWORK	R	311,431.00
01	304311	03/10/2022	NAPA AUTO PARTS	R	2.76
01	304312	03/10/2022	NEW DOMINION SCHOOL	R	5,497.02
01	304313	03/10/2022	NORTHERN STAR COUNCIL / BSA	R	700.00
01	304314	03/10/2022	NUSS TRUCK & EQUIPMENT	R	1,751.00
01	304315	03/10/2022	PAPCO, INC.	R	735.16
01	304316	03/10/2022	PAYDHEALTH	R	16,157.03
01	304317	03/10/2022	PHOENIX SCHOOL COUNSELING	R	15,480.15
01	304318	03/10/2022	PITNEY BOWES GLOBAL FINANCIAL SVC	R	1,104.42
01	304319	03/10/2022	PRAIRIE FIRE CHILDREN'S THEATRE	R	500.00
01	304320	03/10/2022	PUBLIC EMPLOYEES RETIREMENT ASSOC	R	128.18
01	304321	03/10/2022	RODRIGUEZ YACAIRA	R	51.13
01	304322	03/10/2022	SCHUMACHER ELEVATOR COMPANY	R	2,488.38
01	304323	03/10/2022	SMARTSENSE BY DIGI	R	330.00
01	304324	03/10/2022	SOUTHWEST HS PERFORMING ARTS COUNC	R	100.00
01	304325	03/10/2022	TAFFE SARAH ANN	R	8,492.23
01	304326	03/10/2022	TECHNOLOGY MANAGEMENT CORPORATION	R	5,293.75
01	304327	03/10/2022	TIERNEY BROTHERS INC	R	1,539.39
01	304328	03/10/2022	TWIN CITY TRANSPORTATION	R	129,936.58
01	304329	03/10/2022	TYLER NICHOLSON GEBAUER	R	525.00
01	304330	03/10/2022	VERIZON WIRELESS	R	320.20
01	304331	03/10/2022	WEAVERS OF WISDOM	R	150.00
01	304332	03/10/2022	WOOD LAKE NATURE CENTER	R	156.00
01	304333	03/10/2022	WORLD FUEL SERVICES, INC.	R	1,981.66
01	304334	03/10/2022	XCEL ENERGY	R	52.17
01	304335	03/10/2022	ZACK'S INC.	R	199.58
01	V611626	03/10/2022	ERICA T BARLOW	R	70.00
01	V611627	03/10/2022	MARY L CLARKSON	R	70.00
01	V611628	03/10/2022	LATANYA R DANIELS	R	70.00
01	V611629	03/10/2022	GEORGE A DENNIS	R	35.00
01	V611630	03/10/2022	MEGAN M STECHER	R	70.00
01	V611631	03/10/2022	JARED ELLERSON	R	70.00
01	V611632	03/10/2022	ANGELA M FISH	R	19.78
01	V611633	03/10/2022	PETER J FITZPATRICK	R	40.00
01	V611634	03/10/2022	STEVEN T FLUCAS	R	70.00
01	V611635	03/10/2022	MICHAEL L FRANKENBERG	R	70.00
01	V611636	03/10/2022	DAVID A FREEBURG	R	70.00
01	V611637	03/10/2022	RACHEL GENS	R	70.00
01	V611638	03/10/2022	AREND J GEURINK	R	70.00
01	V611639	03/10/2022	JAMES A GILLIGAN	R	70.00
01	V611640	03/10/2022	CHRISTINA M GONZALEZ	R	70.00

01	V611641	03/10/2022	KYLE L GUSTAFSON	R	40.00
01	V611642	03/10/2022	KEVIN D HARRIS	R	40.00
01	V611643	03/10/2022	JAMES L HILL	R	40.00
01	V611644	03/10/2022	JESSICA M HOFFMAN	R	153.10
01	V611645	03/10/2022	CRAIG D HOLJE	R	70.00
01	V611646	03/10/2022	CORY J KLINGE	R	70.00
01	V611647	03/10/2022	DANIEL E KRETSINGER	R	70.00
01	V611648	03/10/2022	ANOOP KUMAR	R	40.00
01	V611649	03/10/2022	SHANNON J LINDBERG	R	40.00
01	V611650	03/10/2022	JOHN M LORENZINI	R	109.55
01	V611651	03/10/2022	COLLEEN M MAHONEY	R	70.00
01	V611652	03/10/2022	MICHAEL A MANNING	R	197.81
01	V611653	03/10/2022	DANIEL P MCGINN	R	40.00
01	V611654	03/10/2022	DOUG R MCMEEKIN	R	70.00
01	V611655	03/10/2022	KENT D MEYER	R	70.00
01	V611656	03/10/2022	ALECIA M MOBLEY	R	70.00
01	V611657	03/10/2022	ERIN H NEILON	R	77.04
01	V611658	03/10/2022	ROBERT G OLSON	R	40.00
01	V611659	03/10/2022	LAURA B OTTERNESS	R	70.00
01	V611660	03/10/2022	MARK S PEDERSEN	R	40.00
01	V611661	03/10/2022	DENNIS E PETERSON	R	35.00
01	V611662	03/10/2022	CASSANDRA QUAM	R	70.00
01	V611663	03/10/2022	KEITH D RIEF	R	40.00
01	V611664	03/10/2022	TERESA L ROSEN	R	70.00
01	V611665	03/10/2022	TIMECKA MARIE SANCHEZ-MICHAELS	R	70.00
01	V611666	03/10/2022	ASHLEY SCHAEFER	R	70.00
01	V611667	03/10/2022	MARTA I SHAHSAVAND	R	70.00
01	V611668	03/10/2022	NANCY J STACHEL	R	70.00
01	V611669	03/10/2022	PATRICK M SURE	R	40.00
01	V611670	03/10/2022	STACY THEIEN-COLLINS	R	70.00
01	V611671	03/10/2022	VLADIMIR S TOLEDO	R	40.00
01	V611672	03/10/2022	STEVEN P UNOWSKY	R	270.00
01	V611673	03/10/2022	STEPHEN C URBANSKI	R	40.00
01	V611674	03/10/2022	CARRIE A VALA	R	70.00
01	V611675	03/10/2022	JENNIFER K VALLEY	R	70.00
01	V611676	03/10/2022	RYAN WAGNER	R	40.00
01	V611677	03/10/2022	MICHELLE R WHITESIDE	R	70.00
01	V611678	03/10/2022	KASYA L WILLHITE	R	70.00
01	V611679	03/10/2022	AMY J WINTER AHSENMACHER	R	70.00
01	304336	03/11/2022	BERRY COFFEE COMPANY INC.	R	95.51
01	304337	03/11/2022	BIX FRUIT COMPANY	R	1,455.99
01	304338	03/11/2022	BCBS OF MINNESOTA & BLUE PLUS	R	10,120.00
01	304339	03/11/2022	PAN O GOLD BAKING CO	R	336.00
01	304340	03/11/2022	TRIO SUPPLY COMPANY	R	3,397.51
01	304341	03/11/2022	UPPER LAKES FOODS	R	32,842.29

TOTAL CHECKS, P-CARDS & E-PAY REGISTER
805,624.52

P-CARD,CHECK RUNS, E-PAYS & WIRES FOR 03/21/2022 BOARD REPORTS

BANK 05	DATE	AMOUNT
Checks	3/3/2022	104,395.15
	3/4/2022	55,414.94
	3/10/2022	564,385.45
	3/11/2022	48,247.30
E-Pays	3/10/2022	3,697.28
FEBRUARY P-CARDS	3/4/2022	29,484.40

CHECK REGISTER BANK 05 TOTAL =	805,624.52
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BREAKDOWN	
01-206-00	200,708.93
02-206-00	88,613.11
03-206-00	467,651.23
04-206-00	32,322.22
06-206-00	70.00
07-206-00	-
18-206-00	-
20-206-00	16,259.03
21-206-00	-
47-206-00	-
BANK TOTAL =	805,624.52

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	304342	03/17/2022	ALLIED PROFESSIONALS, INC.	R	1,680.00
01	304343	03/17/2022	BERWALD ROOFING CO	R	9,777.00
01	304344	03/17/2022	BRIGHT MORNING CONSULTING INC.	R	650.00
01	304345	03/17/2022	COMCAST BUSINESS	R	541.35
01	304346	03/17/2022	CUB FOODS	R	409.82
01	304347	03/17/2022	DARK KNIGHT SOLUTIONS, LLC	R	350.00
01	304348	03/17/2022	HAAS MUSICAL INSTRUMENT REPAIR, INC	R	260.36
01	304349	03/17/2022	HOUSE OF PRINT	R	2,840.01
01	304350	03/17/2022	INNOVATIVE OFFICE SOLUTIONS LLC	R	356.30
01	304351	03/17/2022	INTERMEDIATE DISTRICT 287	R	213,455.38
01	304352	03/17/2022	LITERACY RESOURCES, LLC (LRI)	R	87.99
01	304353	03/17/2022	LOFFLER	R	1,225.09
01	304354	03/17/2022	MACKIN BOOK COMPANY	R	548.80
01	304355	03/17/2022	MINNESOTA CLAY COMPANY	R	128.00
01	304356	03/17/2022	MINUTEMAN PRESS EDINA	R	163.00
01	304357	03/17/2022	MRI SOFTWARE LLC	R	2.00
01	304358	03/17/2022	ONE OF ONE CLOTHING	R	689.00
01	304359	03/17/2022	OSCAR ALVARADO HERRERA	R	1,200.00
01	304360	03/17/2022	PREMIUM WATERS INC	R	30.00
01	304361	03/17/2022	THE LEARNING FACTORY, LLC	R	2,000.00
01	304362	03/17/2022	SNAPOLOGY OF MINNEAPOLIS	R	200.00
01	304363	03/17/2022	TEACHERS COLLEGE READ & WRITE PRJT	R	1,450.00
01	304364	03/17/2022	TUMBLEWEED PRESS INC.	R	2,876.40
01	304365	03/17/2022	TWIN CITY HARDWARE	R	185.00
01	304366	03/17/2022	TWIN CITY PHYSICIANS PROFESSIONAL	R	25,320.00
01	304367	03/17/2022	UNITED HEALTHCARE INSURANCE CO	R	503.63
01	304368	03/17/2022	UNITED HEALTHCARE/AARP MEDICARE RX	R	101.20
01	304369	03/17/2022	UNITED HEARTHCARE /AARP MEDICARE RX	R	101.20
01	304370	03/17/2022	UNIVERSITY OF MINNESOTA	R	1,595.00
01	304371	03/17/2022	VIG SOLUTIONS INC	R	1,789.00
01	304372	03/17/2022	TREMCO/WEATHERPROOFING TECH, INC.	R	6,397.44
01	304373	03/17/2022	WEVIDEO, INC.	R	299.00
01	304374	03/17/2022	XCEL ENERGY	R	105.17
01	304375	03/17/2022	YOUTH ENRICHMENT LEAGUE (YEL!)	R	1,400.00
01	V611680	03/18/2022	GARY T AYLWARD	R	25.77
01	V611681	03/18/2022	PETER J FITZPATRICK	R	23.87
01	V611682	03/18/2022	SARA HERMAN	R	158.20
01	V611683	03/18/2022	JENNIFER B HECHT	R	175.00
01	V611684	03/18/2022	SUAD A JAMA	R	89.99
01	V611685	03/18/2022	SARAH J JESPERSON	R	18.82
01	V611686	03/18/2022	ERIN JOHNSON	R	139.95
01	V611687	03/18/2022	TYONE L LADOUCEUR	R	8.40
01	V611688	03/18/2022	KIMBERLYN LEITNER	R	85.26
01	V611689	03/18/2022	MICHAEL A MANNING	R	87.87
01	V611690	03/18/2022	SHERRI L MEDVEC	R	35.05
01	V611691	03/18/2022	LIDIA MONTESINOS SANCHEZ	R	175.00
01	V611692	03/18/2022	TANYA M NEWELL	R	163.19
01	V611693	03/18/2022	ISRAEL RUBIO SEGURA	R	171.24
01	V611694	03/18/2022	MARIA L SANCHEZ	R	129.95

01	V611695	03/18/2022	REBECCA S WALD	R	105.07
01	V611696	03/18/2022	MELISSA J WILLIAMS	R	18.05
01	304376	03/23/2022	LITTLE CAESARS FUNDRAISING	R	882.00
01	304377	03/24/2022	ANNIKA ANDERSEN DURYEA	R	100.00
01	304378	03/24/2022	APPRIZE TECHNOLOGIES	R	300.00
01	304379	03/24/2022	PRESENTATIONS, INC.	R	7,212.00
01	304380	03/24/2022	BENCHMARK EDUCATION COMPANY, LLC.	R	1,714.25
01	304381	03/24/2022	BIX FRUIT COMPANY	R	8,534.74
01	304382	03/24/2022	BROWN CHRIS	R	118.00
01	304383	03/24/2022	BSN SPORTS, LLC	R	1,092.50
01	304384	03/24/2022	CANON USA	R	4,166.53
01	304385	03/24/2022	CAPELLE MATTHEW R	R	118.00
01	304386	03/24/2022	COUGHLAN COMPANIES LLC	R	3,738.78
01	304387	03/24/2022	CAPTIVATE MEDIA & CONSULTING	R	1,488.00
01	304388	03/24/2022	CATALYST BUYING GROUP LLC	R	391.24
01	304389	03/24/2022	CHRISTIAN MICHAEL P	R	35.00
01	304390	03/24/2022	CITY OF RICHFIELD	R	8,489.56
01	304391	03/24/2022	CULINEX	R	296.09
01	304392	03/24/2022	DIGITAL INSURANCE LLC	R	3,607.00
01	304393	03/24/2022	DOOR SERVICE COMPANY OF THE TWIN CI	R	4,551.00
01	304394	03/24/2022	EASYPERMIT POSTAGE	R	6,171.16
01	304395	03/24/2022	EDUCATORS BENEFIT CONSULTANTS LLC	R	456.35
01	304396	03/24/2022	ELLIOTT MATTHEW	R	118.00
01	304397	03/24/2022	FINANGER PHILLIP J	R	70.00
01	304398	03/24/2022	FURTHER	R	6,160.50
01	304399	03/24/2022	GROUP MEDICAREBLUE RX	R	7,492.50
01	304400	03/24/2022	HARVEST TECHNOLOGY GROUP, INC.	R	35,656.03
01	304401	03/24/2022	HASTINGS CREAMERY LLC	R	10,243.12
01	304402	03/24/2022	HOPE CHURCH	R	14,413.77
01	304403	03/24/2022	HUBERT COMPANY, LLC	R	715.00
01	304404	03/24/2022	IDEAL ENERGIES LLC	R	992.09
01	304405	03/24/2022	JEFF R SCHAD	R	400.00
01	304406	03/24/2022	KINECT ENERGY INC	R	61,888.80
01	304407	03/24/2022	LIFESAVER FIRE PROTECTION LLC	R	874.52
01	304408	03/24/2022	LIFETOUCH NATIONAL	R	150.90
01	304409	03/24/2022	LINDOW ELIZABETH	R	35.00
01	304410	03/24/2022	LOFFLER COMPANIES	R	214.00
01	304411	03/24/2022	MADISON NATIONAL LIFE INS CO INC	R	16,361.51
01	304412	03/24/2022	MINNEHAHA ACADEMY	R	8,750.00
01	304413	03/24/2022	NOVACARE REHABILITATION	R	3,883.00
01	304414	03/24/2022	OKEY CHRIS	R	35.00
01	304415	03/24/2022	OLSON KRISTINA	R	35.00
01	304416	03/24/2022	PAN O GOLD BAKING CO	R	130.88
01	304417	03/24/2022	POPP RYAN G	R	35.00
01	304418	03/24/2022	POWERSCHOOL GROUP LLC	R	9,000.00
01	304419	03/24/2022	PTM DOCUMENT SYSTEMS	R	576.97
01	304420	03/24/2022	RICHFIELD ICE ARENA	R	13,878.75
01	304421	03/24/2022	RUPP ANDERSON SQUIRES & WALDSPURGER	R	9,674.19
01	304422	03/24/2022	RYAN JEANNIE M	R	640.27
01	304423	03/24/2022	SCHMITT MUSIC CREDIT	R	2,663.93

01	304424	03/24/2022	SCHOOL SERVICE EMPLOYEES UNION	R	8,538.80
01	304425	03/24/2022	SCOTT ROGERS DESIGN	R	495.00
01	304426	03/24/2022	SOUTHWEST METRO INTER DIST 288	R	2,008.53
01	304427	03/24/2022	TRANSPORTATION PLUS, INC.	R	17,961.00
01	304428	03/24/2022	TRIO SUPPLY COMPANY	R	512.69
01	304429	03/24/2022	TRUSTED METRO OFFICIALS	R	1,320.00
01	304430	03/24/2022	UNITED STATES TREASURER	R	430.00
01	304431	03/24/2022	UPPER LAKES FOODS	R	20,019.68
01	304432	03/24/2022	TREMCO/WEATHERPROOFING TECH, INC.	R	33,002.47
01	304433	03/24/2022	WESTERN PSYCHOLOGICAL SERVICES	R	160.60
01	304434	03/24/2022	XCEL ENERGY	R	1,806.87
01	304435	03/24/2022	YOUTH ENRICHMENT LEAGUE (YEL!)	R	2,450.00
01	304436	03/25/2022	BERWALD ROOFING CO	R	10,427.90
01	304437	03/25/2022	CORVAL CONSTRUCTORS, INC.	R	30,835.64
01	304438	03/25/2022	ICS CONSULTING, LLC (DBA: ICS)	R	9,473.91
01	304439	03/25/2022	ROCHON CORPORATION MINNESOTA	R	138,206.61
01	304440	03/25/2022	WOLD ARCHITECTS AND ENGINEERS	R	829.18
01	V611697	03/25/2022	JENELLE BULLEN	R	275.00
01	V611698	03/25/2022	STACIE L MAHOWALD	R	14.33
01	V611699	03/25/2022	MELISSA L MORRISSEY	R	164.97
01	V611700	03/25/2022	AMY M PONCE	R	165.53
01	V611701	03/25/2022	ELIZABETH RODRIGUEZ	R	132.70
01	V611702	03/25/2022	DANE A SMITH	R	8.07
01	V611703	03/25/2022	TRISTAN N WEINMASTER	R	55.92

TOTAL CHECKS & EPAY REGISTER					818,174.15
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CHECKS & E-PAYS FOR 04/04/2022 BOARD REPORTS

BANK 05	DATE	AMOUNT
CHECKS	3/17/2022	278,717.14
	3/23/2022	882.00
	3/24/2022	346,374.57
Construction Checks	3/25/2022	189,773.24
E-PAYS	3/18/2022	1,610.68
	3/25/2022	816.52

CHECK REGISTER BANK 05 TOTAL =	818,174.15
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BREAKDOWN	
01-206-00	539,302.84
02-206-00	43,980.30
03-206-00	20,891.68
04-206-00	12,944.90
06-206-00	196,170.68
07-206-00	-
18-206-00	-
20-206-00	3,320.95
21-206-00	1,562.80
47-206-00	-
BANK TOTAL =	818,174.15

SUPERINTENDENT'S REPORT AND AGENDA

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

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

Monday, April 4, 2022
7 p.m. School Board Meeting

I. CALL TO ORDER

The regular meeting of the board of education of ISD 280, Hennepin County, Richfield, Minnesota was held on Monday, April 4, 2022 in the boardroom at the Richfield Public Schools District Office. Chair Tim Pollis called the regular board meeting to order at 7 p.m. with the following school board members in attendance: Banks Kupcho, Cole and Smisek. Brakke and Carter were not able to attend.

Administrators present were Superintendent Unowsky, Executive Director Clarkson, Assistant Superintendent Daniels, and Chief HR and Administrative Officer Holje. Student representatives present were Elsy Cruz Parra, Helen Dombrock, and Tyler Jake.

II. REVIEW AND APPROVAL OF THE AGENDA

Motion by Cole, seconded by Smisek, and unanimously carried, the board of education approved the agenda.

III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

- A. Superintendent Update
 - 1. Sheridan Hills Presentation
 - 2. Special Education Child Count
- B. Commendations

IV. CONSENT AGENDA

Motion by Smisek, seconded by Banks Kupcho, and unanimously carried, the board of education approved the consent agenda.

- A. Routine Matters
 - 1. Minutes of the regular meeting held March 7, 2022
 - 2. General Disbursements as of 3/11/22 in the amount of \$805,624.52
 - 3. General Disbursements as of 3/25/22 in the amount of \$818,174.15
 - 4. Investment Holdings
 - 5. Year-to-Date Finance Update
 - 6. Personnel Items from 3/21/22

Certified Full Time Request for Unpaid Childcare Leave of Absence

Erin McDonough -Teacher – RMS – 2022-2023 School year.

Melissa Altenbach – Teacher – Centennial – 5/24/2022-06/10/2022

Classified Part Time Position for Employment – Paraprofessionals

Robert Olson – Special Education Paraprofessional – RMS

Effective 3/21/2022

Classified Part Time Termination – Paraprofessionals

Marcus Williams – Special Education Paraprofessional – RHS

Effective 3/15/2022

7. Personnel Items

Classified Part Time position for employment – Food and Nutrition

Lizbeth P Plascencia – Kitchen Assistant/Supper – RMS

Effective 3/21/2022

Ramiro Ventura Perez – Production Cook – RHS

Effective 03/24/2022

Certified Full Time Request for Unpaid Childcare Leave of Absence

Mitchell Jacobson – Teacher – Sheridan Hills – Childcare Leave

Effective for the 2022-2023 school year

Maria Grams – ELA Teacher – RMS – Childcare Leave

Effective 5/5/2022 – 6/10/2022

Classified Part Time Resignations – Administrative Assistant

Christine Ritter – Admin Assistant 3 – RSTEM Elementary

Effective 4/8/2022

Classified Part Time Resignations – Food & Nutrition

Cassi O'Meara – Kitchen Manager – Centennial Elementary

Effective 5/3/2022

Classified Part Time Resignations – Facilities and Transportation

Timothy Coughlin – Bus Driver – Garage

Effective 3/24/2022

Steve Wilson – Bus Driver – Garage

Effective 4/8/2022

Felicia Quintana – Building Cleaner – RMS

Effective 3/24/2022

Certified Full Time Resignations

Joana Sicoli – Teacher – RMS –

Effective 6/30/2022

Teresa Rosen – Assistant Principal – RHS

Effective 6/30/2022

Bryan Maldonado Meza – Teacher -RDLS

Effective 6/10/2022

David Stanley – Math Teacher – RMS

Effective 3/28/2021

V. OLD BUSINESS

A. Policy 206: Negotiations with Employee Groups - third read

Motion by Cole, seconded by Banks Kupcho, and unanimously carried, the board of education approved the revised policy.

B. Policy 207: The Superintendent–School Board Working Relationship - third read

Motion by Banks Kupcho, seconded by Smisek, and unanimously carried, the board of education approved the revised policy.

C. Policy 306: Salary and Benefits Provisions for Administrators - final read

Motion by Banks Kupcho, seconded by Cole, and unanimously carried, the board of education approved the revised policy.

VI. NEW BUSINESS

A. Policy 309: Designation of Acting Superintendent - first read

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

Motion by Cole, seconded by Smisek, and unanimously carried, the board of education approved the revised policy.

C. R-STEM and Bus Garage Facade Project Request to Proceed

Motion by Cole, seconded by Smisek, and unanimously carried, the board of education approved the request.

D. Richfield Maintenance and Transportation Building Change Order #01

Motion by Smisek, seconded by Banks Kupcho, and unanimously carried, the board of education approved the change order.

E. Resolution Authorizing Safe Routes to School Boost Grant Agreement

Motion by Smisek, seconded by Cole, and unanimously carried, the board of education approved the resolution.

F. Annual Budget Revision 2021-2022

Motion by Smisek, seconded by Banks Kupcho, and unanimously carried, the board of education approved the revision.

G. Resolution of Support for 73rd St. Trail and Bridge Regional Solicitation Application

Motion by Smisek, seconded by Banks Kupcho, and unanimously carried, the board of education approved the resolution.

Banks Kupcho left the meeting at 9:02 p.m. and returned at 9:05 p.m.

H. Resolution of Support for Centennial Elementary Regional Solicitation Application

Motion by Cole, seconded by Smisek, and unanimously carried, the board of education approved the resolution.

I. Notice of Resolution Rescinding Proposed Placement of Teachers on Unrequested Leave of Absence

Motion by Banks Kupcho, seconded by Smisek, and unanimously carried, the board of education approved the resolution.

J. Notice of Resolution Proposing to Discontinue Teaching Contract and to Place Teacher on Unrequested Leave of Absence

Motion by Smisek, seconded by Banks Kupcho, and unanimously carried, the board of education approved the resolution.

K. Donations

Motion by Banks Kupcho, 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
 - 4-18-2022 7 p.m. Regular Board Meeting - Public Comment
 - 5-2-2022 7 p.m. Regular Board Meeting
- D. Suggested/Future Agenda Items

VIII. ADJOURN REGULAR MEETING

Chair Pollis adjourned the meeting at 9:17 p.m.

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	V2201169	03/28/2022	P-CARD BAIRD LISA	R	79.79
01	V2201170	03/28/2022	P-CARD BARLOW ERICA	R	1,198.76
01	V2201171	03/28/2022	P-CARD BROWN MATTHEW	R	679.39
01	V2201172	03/28/2022	P-CARD BRUNNER PATTI	R	4,589.61
01	V2201173	03/28/2022	P-CARD BURT EMILY	R	490.99
01	V2201174	03/28/2022	P-CARD CARUSO MATTHEW	R	1,429.28
01	V2201175	03/28/2022	P-CARD EDWARDS NATHAN	R	425.11
01	V2201176	03/28/2022	P-CARD ELLERSON JARED	R	170.00
01	V2201177	03/28/2022	P-CARD FINDLEY LAMPKIN MELISSA	R	428.05
01	V2201178	03/28/2022	P-CARD GEURINK AREND	R	718.63
01	V2201179	03/28/2022	P-CARD GULLICKSON KEVIN	R	22.00
01	V2201180	03/28/2022	P-CARD KRETSINGER DAN	R	1,018.92
01	V2201181	03/28/2022	P-CARD LEIKNES LISA	R	617.50
01	V2201182	03/28/2022	P-CARD LEWIS JENNIFER	R	1,154.16
01	V2201183	03/28/2022	P-CARD LUNDY MICHELLE	R	31.04
01	V2201184	03/28/2022	P-CARD MACE CHRISTI JO	R	1,675.01
01	V2201185	03/28/2022	P-CARD MAHONEY COLLEEN	R	160.62
01	V2201186	03/28/2022	P-CARD MANNING MICHAEL	R	953.18
01	V2201187	03/28/2022	P-CARD MCGINN DAN	R	1,310.39
01	V2201188	03/28/2022	P-CARD MCINNES CALLEN	R	96.25
01	V2201189	03/28/2022	P-CARD MORALES LIZETTE	R	4,215.57
01	V2201190	03/28/2022	P-CARD MORRISSEY MELISSA	R	6,634.85
01	V2201191	03/28/2022	P-CARD SMITH DANE	R	49.46
01	V2201192	03/28/2022	P-CARD STACHEL NANCY	R	1,732.98
01	V2201193	03/28/2022	P-CARD VALLEY JENNIFER	R	1,198.61
01	V2201194	03/28/2022	P-CARD WILLHITE KASYA	R	1,012.84
01	V2201195	03/28/2022	P-CARD WINTER AMY	R	2,472.82
01	304445	03/30/2022	AMAZON.COM SYNCB/AMAZON	R	9,454.24
01	304446	03/31/2022	ALLIED PROFESSIONALS, INC.	R	1,680.00
01	304447	03/31/2022	AQUA LOGIC INC	R	300.00
01	304448	03/31/2022	BEN FRANKLIN ELECTRIC INC	R	4,418.00
01	304449	03/31/2022	BERGER EMMA	R	1,744.75
01	304450	03/31/2022	BEST PLUMBING SPECIALTIES, INC.	R	197.58
01	304451	03/31/2022	BOOKSOURCE	R	107.82
01	304452	03/31/2022	BRATTON DONALD	R	82.00
01	304453	03/31/2022	CARLA MARIA BODE	R	140.00
01	304454	03/31/2022	CARQUEST AUTO PARTS	R	12.56
01	304455	03/31/2022	CEDAR SMALL ENGINE	R	310.54
01	304456	03/31/2022	CHAMPION YOUTH	R	1,404.20
01	304457	03/31/2022	CINTAS CORPORATION NO 2	R	350.64
01	304458	03/31/2022	CIRCA	R	3,300.00
01	304459	03/31/2022	CITY OF RICHFIELD	R	1,650.00
01	304460	03/31/2022	COMCAST	R	305.36
01	304461	03/31/2022	CONTINENTAL RESEARCH CORP	R	1,742.36
01	304462	03/31/2022	DEMCO MEDIA	R	62.93
01	304463	03/31/2022	DIANA SANCHEZ JUAREZ	R	108.00
01	304464	03/31/2022	DOOR SERVICE COMPANY OF THE TWIN CI	R	1,190.00
01	304465	03/31/2022	ECM PUBLISHERS INC	R	144.95
01	304466	03/31/2022	ECOLAB INC	R	964.63

01	304467	03/31/2022	PRECISION ARTS, INC	R	102.20
01	304468	03/31/2022	DEELOH TECHNOLOGIES	R	300.00
01	304469	03/31/2022	FASTENAL INDUSTRIAL	R	211.19
01	304470	03/31/2022	FREEWHEEL BIKE RICHFIELD	R	1,229.96
01	304471	03/31/2022	FRIDLEY HIGH SCHOOL	R	513.00
01	304472	03/31/2022	GLASS DOCTOR OF MINNEAPOLIS	R	559.84
01	304473	03/31/2022	WW GRAINGER INC	R	1,135.44
01	304474	03/31/2022	HAWKINS INC	R	2,857.18
01	304475	03/31/2022	HEALTHJOY LLC	R	12,811.50
01	304476	03/31/2022	HENRY J BOWMAN	R	54.00
01	304477	03/31/2022	HILLYARD	R	13,307.62
01	304478	03/31/2022	HOGLUND BUS CO INC	R	944.42
01	304479	03/31/2022	HR SIMPLIFIED INC.	R	596.00
01	304480	03/31/2022	INSTITUTE FOR ENVIROMENTAL	R	1,622.75
01	304481	03/31/2022	JAYTECH, INC	R	2,143.20
01	304482	03/31/2022	JW PEPPER & SON INC	R	380.01
01	304483	03/31/2022	KIDCREATE STUDIO	R	1,643.00
01	304484	03/31/2022	KLOBE RESIDENTIAL	R	40.00
01	304485	03/31/2022	KREMER SERVICES LLC	R	1,768.40
01	304486	03/31/2022	LOFFLER COMPANIES	R	737.00
01	304487	03/31/2022	LOMAX CARLA	R	288.00
01	304488	03/31/2022	MACKIN BOOK COMPANY	R	32.16
01	304489	03/31/2022	MAGNUS S MCGRATH	R	36.00
01	304490	03/31/2022	MARCELO D DIAZ	R	36.00
01	304491	03/31/2022	MIDWEST BUS PARTS INC	R	45.43
01	304492	03/31/2022	MN DEPT OF LABOR AND INDUSTRY	R	100.00
01	304493	03/31/2022	THE PROPHET CORPORATION	R	40.20
01	304494	03/31/2022	MTI DISTRIBUTING CO	R	1,052.83
01	304495	03/31/2022	RAINBOW RESOURCE CENTER	R	274.05
01	304496	03/31/2022	RANDY J MORENO	R	60.00
01	304497	03/31/2022	REGION 6 AA-MSHSL	R	4,070.00
01	304498	03/31/2022	RIVERSIDE INSIGHTS	R	258.50
01	304499	03/31/2022	RYAN JEANNIE M	R	406.00
01	304500	03/31/2022	SCHOOL SPECIALTY, LLC	R	50.33
01	304501	03/31/2022	SCHUMACHER ELEVATOR COMPANY	R	474.00
01	304502	03/31/2022	SEPTRAN STUDENT TRANSPORTATION	R	6,880.00
01	304503	03/31/2022	SHERWIN WILLIAMS CO	R	66.20
01	304504	03/31/2022	SOPHIA R RHEINHART	R	135.00
01	304505	03/31/2022	STATE SUPPLY COMPANY	R	232.10
01	304506	03/31/2022	TAIT R JOHNSON	R	60.00
01	304507	03/31/2022	TOLL COMPANY	R	70.04
01	304508	03/31/2022	TRANSPORTATION PLUS, INC.	R	24,879.00
01	304509	03/31/2022	TRISTATE BOBCAT INC	R	8.71
01	304510	03/31/2022	TWIN CITY FILTER SERVICE INC	R	219.88
01	304511	03/31/2022	TWIN CITY HARDWARE	V	-1,805.55
01	304511	03/31/2022	TWIN CITY HARDWARE	R	1,805.55
01	304512	03/31/2022	VELOCITY DRAIN SERVICES INC	R	552.50
01	304513	03/31/2022	VSP VISION SERVICE PLAN	R	3,454.40
01	304514	03/31/2022	WORLD FUEL SERVICES, INC.	R	28,537.90
01	304515	03/31/2022	XCEL ENERGY	R	49,341.68

01	304516	04/07/2022	ALLIED PROFESSIONALS, INC.	R	1,680.00
01	304517	04/07/2022	ALTMAN ADAM	R	460.00
01	304518	04/07/2022	AMPLIFY EDUCATION, INC.	R	795.20
01	304519	04/07/2022	BARNES & NOBLE BOOK	R	526.51
01	304522	04/07/2022	BIX FRUIT COMPANY	R	15,822.71
01	304523	04/07/2022	BRAMBILLA'S LEASE SYSTEMS, INC	R	2,161.00
01	304524	04/07/2022	CDW GOVERNMENT INC	R	9,940.67
01	304525	04/07/2022	CITY OF RICHFIELD	R	4,577.81
01	304526	04/07/2022	CLIA LABORATORY PROGRAM	R	180.00
01	304527	04/07/2022	COMCAST BUSINESS	R	246.35
01	304528	04/07/2022	COMMERCIAL KITCHEN	R	480.00
01	304529	04/07/2022	CONCORDIA LANGUAGE VILLAGES	R	60.00
01	304530	04/07/2022	CULLIGAN SOFT WATER	R	10.00
01	304531	04/07/2022	FAIRCON SERVICE COMPANY	R	982.50
01	304532	04/07/2022	GEORGAKOPOULOS, TESS	R	25.00
01	304533	04/07/2022	HAAS MUSICAL INSTRUMENT REPAIR, INC	R	365.00
01	304534	04/07/2022	HASTINGS CREAMERY LLC	R	12,993.97
01	304535	04/07/2022	HUBERT COMPANY, LLC	R	2,831.89
01	304536	04/07/2022	KEANE SENSE OF RHYTHM INC	R	302.50
01	304537	04/07/2022	KIDCREATE STUDIO	R	250.00
01	304538	04/07/2022	LANGUAGE LINE SERVICE	R	1,294.51
01	304539	04/07/2022	LOFFLER COMPANIES	R	13,301.00
01	304540	04/07/2022	MESSERLI & KRAMER	R	578.90
01	304541	04/07/2022	MINNESOTA MEMORY, INC.	R	4,049.50
01	304542	04/07/2022	MTI DISTRIBUTING CO	R	12,459.61
01	304543	04/07/2022	MULTILINGUAL WORD INC	R	2,708.75
01	304544	04/07/2022	OPTIMIST CLUB OF RICHFIELD	R	50.00
01	304545	04/07/2022	PAN O GOLD BAKING CO	R	933.92
01	304546	04/07/2022	POTTIOS LAVINIA	R	330.00
01	304547	04/07/2022	RAJ SETHURAJU	R	1,500.00
01	304548	04/07/2022	RSCHOOLTODAY	R	94.00
01	304549	04/07/2022	TAFFE SARAH ANN	R	8,492.23
01	304550	04/07/2022	TRAFERA HOLDINGS, LLC	R	270.00
01	304551	04/07/2022	TRIO SUPPLY COMPANY	R	2,180.15
01	304553	04/07/2022	UPPER LAKES FOODS	R	33,909.42
01	304554	04/07/2022	YOUTH ENRICHMENT LEAGUE (YEL!)	R	680.00
01	V611704	04/07/2022	MARIA ARIAS YANEZ	R	110.95
01	V611705	04/07/2022	ERICA T BARLOW	R	70.00
01	V611706	04/07/2022	MATTHEW S CARUSO	R	516.54
01	V611707	04/07/2022	MIRIAM A CASTRO SANJUAN	R	40.00
01	V611708	04/07/2022	MARY L CLARKSON	R	70.00
01	V611709	04/07/2022	SONYA COLEMAN	R	7.60
01	V611710	04/07/2022	LATANYA R DANIELS	R	70.00
01	V611711	04/07/2022	KIM M DARAITIS	R	135.00
01	V611712	04/07/2022	GEORGE A DENNIS	R	35.00
01	V611713	04/07/2022	MEGAN M STECHER	R	70.00
01	V611714	04/07/2022	JARED ELLERSON	R	70.00
01	V611715	04/07/2022	ANGELA M FISH	R	6.44
01	V611716	04/07/2022	PETER J FITZPATRICK	R	40.00
01	V611717	04/07/2022	STEVEN T FLUCAS	R	70.00

01	V611718	04/07/2022	MICHAEL L FRANKENBERG	R	70.00
01	V611719	04/07/2022	DAVID A FREEBURG	R	70.00
01	V611720	04/07/2022	RACHEL GENS	R	70.00
01	V611721	04/07/2022	AREND J GEURINK	R	70.00
01	V611722	04/07/2022	JAMES A GILLIGAN	R	70.00
01	V611723	04/07/2022	CHRISTINA M GONZALEZ	R	70.00
01	V611724	04/07/2022	KYLE L GUSTAFSON	R	40.00
01	V611725	04/07/2022	KEVIN D HARRIS	R	40.00
01	V611726	04/07/2022	JAMES L HILL	R	40.00
01	V611727	04/07/2022	JESSICA M HOFFMAN	R	40.00
01	V611728	04/07/2022	CRAIG D HOLJE	R	70.00
01	V611729	04/07/2022	CORY J KLINGE	R	70.00
01	V611730	04/07/2022	DANIEL E KRETSINGER	R	70.00
01	V611731	04/07/2022	ANOOP KUMAR	R	40.00
01	V611732	04/07/2022	SHANNON J LINDBERG	R	40.00
01	V611733	04/07/2022	JOHN M LORENZINI	R	305.00
01	V611734	04/07/2022	COLLEEN M MAHONEY	R	70.00
01	V611735	04/07/2022	MICHAEL A MANNING	R	70.00
01	V611736	04/07/2022	DANIEL P MCGINN	R	40.00
01	V611737	04/07/2022	DOUG R MCMEEKIN	R	70.00
01	V611738	04/07/2022	KENT D MEYER	R	70.00
01	V611739	04/07/2022	ALECIA M MOBLEY	R	70.00
01	V611740	04/07/2022	ERIN H NEILON	R	110.74
01	V611741	04/07/2022	ROBERT G OLSON	R	40.00
01	V611742	04/07/2022	LAURA B OTTERNESS	R	70.00
01	V611743	04/07/2022	MARK S PEDERSEN	R	40.00
01	V611744	04/07/2022	DENNIS E PETERSON	R	35.00
01	V611745	04/07/2022	CASSANDRA QUAM	R	70.00
01	V611746	04/07/2022	RENEE C REED-KARSTENS	R	40.00
01	V611747	04/07/2022	KEITH D RIEF	R	40.00
01	V611748	04/07/2022	TERESA L ROSEN	R	70.00
01	V611749	04/07/2022	MAUREEN E RUHLAND	R	145.67
01	V611750	04/07/2022	LYNN A SAINATI	R	189.11
01	V611751	04/07/2022	TIMECKA MARIE SANCHEZ-MICHAELS	R	70.00
01	V611752	04/07/2022	ASHLEY SCHAEFER	R	70.00
01	V611753	04/07/2022	MARTA I SHAHSAVAND	R	70.00
01	V611754	04/07/2022	AMY B SKARE-KLECKER	R	94.86
01	V611755	04/07/2022	NANCY J STACHEL	R	70.00
01	V611756	04/07/2022	PATRICK M SURE	R	40.00
01	V611757	04/07/2022	STACY THEIEN-COLLINS	R	70.00
01	V611758	04/07/2022	VLADIMIR S TOLEDO	R	40.00
01	V611759	04/07/2022	STEVEN P UNOWSKY	R	270.00
01	V611760	04/07/2022	STEPHEN C URBANSKI	R	40.00
01	V611761	04/07/2022	CARRIE A VALA	R	70.00
01	V611762	04/07/2022	JENNIFER K VALLEY	R	70.00
01	V611763	04/07/2022	RAMIRO VENTURA PEREZ	R	175.00
01	V611764	04/07/2022	RYAN WAGNER	R	40.00
01	V611765	04/07/2022	REBECCA S WALD	R	40.00
01	V611766	04/07/2022	MICHELLE R WHITESIDE	R	102.25
01	V611767	04/07/2022	KASYA L WILLHITE	R	70.00

01	V611768	04/07/2022	AMY J WINTER AHSENMACHER	R	70.00
01	304555	04/11/2022	AMAZON CAPITAL SERVICES	R	1,068.50
01	304556	04/11/2022	CAPITAL ONE TRADE CREDIT	R	249.29
01	304557	04/11/2022	CUB FOODS	R	340.93
TOTAL CHECKS, PCARDS & EPAYS					373,234.97

P-CARD,CHECK RUNS, E-PAYS & WIRES FOR 04/18/2022 BOARD REPORTS

BANK 05	DATE	AMOUNT
Checks	3/30/2022	9,454.24
	3/31/2022	184,833.94
	4/7/2022	137,523.10
	4/11/2022	1,658.72
E-Pays	4/7/2022	5,199.16
PCARDS-MARCH PAID 3/28/22	3/28/2022	34,565.81

CHECK REGISTER BANK 05 TOTAL =	373,234.97
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BREAKDOWN	
01-206-00	195,920.74
02-206-00	73,753.10
03-206-00	66,470.30
04-206-00	23,911.33
06-206-00	70.00
07-206-00	-
18-206-00	-
20-206-00	13,014.14
21-206-00	95.36
47-206-00	-
BANK TOTAL =	373,234.97

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

Subject: PERSONNEL ITEMS

(Recommended by superintendent)

That the board of education approve the following personnel items:

Classified Part Time position for employment – Paraprofessionals

Kristy Yu – Special Education Paraprofessional – RMS

Effective 3/24/2022

Cara Halvorson – Special Education Paraprofessional – RSTEM

Effective 4/4/2022

Classified Part Time Leave of Absence – Paraprofessionals

Ryan Alaimo – Paraprofessional – RSTEM

Unpaid Leave for May 18 – May 30

OLD BUSINESS – FOR REVIEW

Agenda Item V.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

Subject: Designation of Acting Superintendent

(Recommended by the superintendent)

A second read of Policy 309: Designation of Acting Superintendent. Edits have been included for clarity and to adhere to the RPS branding and style guidelines.

Attachments:

Policy 309: Designation of Acting Superintendent - redlined

RICHFIELD PUBLIC SCHOOLS
DESIGNATION OF ACTING SUPERINTENDENT

~~In the event of a long term disability affecting the superintendent, the Board of Education will designate an acting superintendent.~~

In the event that the ~~Superintendent~~superintendent is away from the District ~~and or~~ unable to make decisions about things like emergency school closings, snow days, etc., the ~~Assistant-assistant Superintendent~~superintendent will serve as acting superintendent. ~~in cases of short term absence or disability or until the Board of Education can meet to designate an acting superintendent.~~ If the ~~Assistant-assistant Superintendent~~superintendent is not available, the ~~Board board~~of Education-education will designate another district administrator as acting superintendent.

~~In the event of a long term disability affecting the superintendent, the board of education will designate an acting superintendent.~~

~~Adopted~~ RATIFIED BY THE BOARD OF EDUCATION: ~~—~~October 2, 1989
REVIEWED AND REAFFIRMED BY THE BOARD OF EDUCATION: July 9,
2001
REVISED BY THE BOARD OF EDUCATION: ~~—~~December 18, 1995; ~~—~~July 21,
1997; ~~—~~January 18, 2005; ~~—~~
March 5, 2012; ~~—~~February 1,
2016; May 2, 2022

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Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

Subject: Equity Guidelines

(Recommended by the superintendent)

A second read of Administrative Guideline 116.1: Equity. This new guideline has been created in accordance with Policy 116: Equity. District staff members collaborated to write the guideline, and initial input was obtained from the Management Team, the Safe & Supportive Schools Committee, and the Richfield Latino Family Association.

A first read of this guideline occurred on March 7. Since then, additional feedback was obtained from students in the National Honor Society and student government, teacher leaders, and several community and parent advisory committees.

Attachments:

Policy 116: Equity

Administrative Guideline 116.1: Equity - redlined

RICHFIELD PUBLIC SCHOOLS**EQUITY POLICY****I. PURPOSE**

All students deserve a safe, supportive school environment to thrive academically and developmentally. The purpose of this policy is to provide a district environment in which all students achieve high-level academic outcomes that are not predictable by race, culture, socioeconomic status, language, gender, sexual orientation, ability, religion, migratory status or any other real or perceived demographic characteristic.

Richfield Public Schools (RPS) is committed to viewing and analyzing all of our work through a racial and cultural equity lens that intentionally subverts the policies and practices of institutional racism. Through this ongoing anti-racist work, we will identify and interrupt practices and policies that elevate white supremacy and/or perpetuate institutional racism in any form in order to ensure all RPS students succeed. Educational environments are enriched and improved by the contributions, perspectives and very presence of diverse participants. Richfield Public Schools will provide a high quality, personalized educational program with rich opportunities for all students in a real community where each individual is welcomed and belongs.

II. DEFINITIONS

The following definitions are provided to assist in understanding this policy:

- A. Anti-racism: The work of actively and consistently opposing racism by advocating for changes in political, economic, educational, and social spheres.
- B. Diversity: All the characteristics that make an individual or group different from another, including race, ethnicity, gender/gender expression, age, national origin, religion, ability, sexual orientation, socioeconomic status, education, language, and more.
- C. Educational Debt: The results of the historical lack of investment in educating children from marginalized communities, which continue to affect opportunities and achievement for children who are part of those communities today.
- D. Equity: The concept of being fair and impartial while acknowledging that society has not afforded the same resources, access, and

treatment to everyone and working to remedy all inequities through actions.

- E. Institutional Racism: The ways in which policies and practices within an organization create different and predictable outcomes for different racial groups, typically maintaining an advantage for white individuals and simultaneously maintaining a disadvantage for individuals of color.
- F. Intersectionality: The concept that demographic categories such as race, gender, ability, class, and sexual orientation cannot be solely examined in isolation from one another. Rather, these identities interact within individuals' lives, in society, and in social systems, creating a distinct effect within each intersection.
- G. Weaponization: the weaponization of public education against communities of color refers to situations when an educational institution uses its authority to act in a manner that is unfair, punitive, exclusionary, or harmful to students of color, and that makes those students and/or families feel unwelcome, unsafe, thought of as less than, and that interferes with students' abilities to learn, grow in healthy ways and achieve at high levels.

III. COMMITMENTS

- A. School district administration will develop, maintain, and be held accountable for the use of practices that provide quality education, high standards, rigorous curriculum and powerful instruction using culturally-relevant pedagogy to all students. Practices may include:
 - 1. Focusing on student strengths and a growth mindset
 - 2. Maintaining high expectations for all students
 - 3. Embedding social/emotional learning, including acknowledging the unique mental and emotional strain caused by historical, systemic, and institutionalized racism
 - 4. Using restorative practices to engage students in their school and classroom communities
 - 5. Incorporating student and family voice
 - 6. Radically transforming learning environments to serve all students

7. Taking steps to address the historical trauma caused by the weaponization of public education against communities of color
 8. Additional practices will continue to be researched, developed, and implemented with the specific goal of ensuring outstanding outcomes for all students.
- B. School district administration will promote a warm, welcoming and respectful district environment that celebrates each and every individual. This effort shall include acknowledging the intersectional identities of students and staff members, addressing the social-emotional needs of students and staff members, and engaging in bullying prevention efforts. School district administration may also provide opportunities for interested students to participate in anti-racist and equity-driven activities.
- C. School district administration will develop, support, model, and sustain equity-focused, anti-racist and culturally-responsive training and development for staff and students. This will include educating staff and students on the racial history of the United States and acknowledging the complexities of intersectional issues within the area of equity. These training and development initiatives will be ongoing to ensure continuing fidelity and growth in anti-racist and equity-driven work.
- D. The school district will work to recruit, employ, support and retain a workforce that reflects all forms of diversity of enrolled students, as well as culturally competent administrative, instructional and support personnel.
- E. School district administration will monitor programs and activities to assess educational equity. Administration will be responsible to design, redesign, and if necessary, terminate, programs and activities to serve the needs of all students.
- F. Consistent with state regulations and school district policy, the school district will develop, implement, and sustain curricular materials and assessments that reflect the diversity of students and staff and include learning and activities that deepen the understanding and appreciation of race, culture, socioeconomic status, language, gender, sexual orientation, ability, religion, migratory status and other differences that contribute to the uniqueness of each student and staff member.

- G. Each school and program will actively seek community input, specifically and actively ensuring that all voices are present to create a welcoming culture and inclusive environment that reflects and supports all forms of diversity of the school's student populations, their families, and communities.
- H. Hate speech and harassment of any kind is not tolerated in the RPS community. Procedures for reporting and addressing harassment are found in Policy 103: Harassment Prohibition.

IV. SHARED RESPONSIBILITY

- A. The Board of Directors shall refer to the values stated in this policy in conducting its business and in exercising its responsibilities to the people of Richfield and all individuals served by RPS.
- B. The Superintendent shall establish in accordance with this policy such plans and procedures as may be necessary and appropriate to accomplish its purpose and intent. Plans and procedures established shall include clear accountability for actions and oversight, and shall include metrics for evaluation.
- C. The Superintendent may create regulations and guidelines for the implementation of this policy.
- D. The School Board and Superintendent may establish specific goals to implement this policy as permitted by law.
- E. The Superintendent shall integrate information into reports to the Board of Directors and the community regarding progress toward the goals of this policy, including both process-driven changes and outcomes for students.
- F. District staff shall, within the parameters of their various duties and responsibilities, comply with and execute such plans as are designed to address the values and directions included in this policy. District staff are further responsible to make such suggestions to the appropriate authority to improve the ability of the district to address the educational debt owed to marginalized communities.
- G. Families and community members are partners with the District in its effort to address the educational debt and dismantle institutional patterns of racism in the Richfield community. Families and community members can embody this partnership through providing feedback to the district, advocating for their students, encouraging

their students to grow toward their own goals, supporting the learning environment and pursuing anti-racism in themselves and their communities.

- H. Students are partners in their academic achievement. School attendance and engagement are essential to making a more equitable society. Students will be intentionally encouraged to support the goals of this policy by providing feedback to the district, advocating for themselves, growing toward their own goals, supporting the learning environment and contributing to positive school culture. RPS staff members will support students in believing in their abilities to achieve their dreams and use their voices to create more equitable systems in our world.
- I. The School Board, Superintendent and employees will collaborate with students and families to identify and address barriers to achievement and opportunities for academic success. Richfield Public Schools leadership and staff will be responsible for empowering and inspiring students, families, and community members to actively listen, participate and engage in anti-racist and equity-driven practices to support the success of every student.

Cross References:

Policy 103: Harassment Prohibition

RATIFIED BY THE BOARD OF EDUCATION: April 19, 2021

RICHFIELD PUBLIC SCHOOLS

EQUITY GUIDELINES

RPS will work to eliminate practices that lead to predictability of over or under representation of any student group compared to peers. RPS will work to embed culturally responsive engagement practices in our work with students, families and our larger community to support a positive and inclusive climate and culture. We will work to ensure that all staff implement these practices in their interactions to support increased levels of academic success, inclusion, and mental and emotional well-being.

I. DEFINITIONS

Several key terms used in this guideline are defined in Policy 116: Equity. Additional terms are defined here to assist in understanding this guideline:

A. BIPOC: The acronym BIPOC stands for Black, Indigenous, and people of color. This term is useful because it encompasses all non-white individuals, yet also acknowledges the unique experiences of Black and Indigenous communities due to the continuing legacies of slavery, genocide, and oppression in the United States.

B. Cultural competency: Ability to demonstrate awareness of one's own cultural identity and how it has affected their life experiences, as well as understanding that differences in race and cultural background can create implicit bias in interpersonal interactions and can significantly impact individuals' experiences in society.

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C. Culturally relevant: A style of pedagogy that uses student cultural and racial knowledge and lived experiences to empower students and make learning more effective.

D. Culturally responsive: An approach that acknowledges that culture is central to how people learn and interact and emphasizes the positive benefits of collaboration amongst people of different cultural backgrounds.

E. Scaffolding: Temporary instructional supports that help students reach mastery of skills and become gradually more independent in their learning.

II. PRACTICES RELATED TO ACADEMICS

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A. Staff will ensure all students are working toward mastery of academic

content standards and provide differentiated instruction based on the individual learning needs of students.

- B. Staff will demonstrate a commitment to teaching all students and will convey ~~to students that they~~that all students are capable of doing challenging work.
- C. Staff will recognize, support, and value students' abilities and the assets they bring to the classroom. Staff will specifically acknowledge and value diversity and the strength it brings to our community. This includes , but is not limited to:
 - 1. The different ways in which students demonstrate commitment, perseverance, flexibility, and time management.
 - 2. Students' proficiencies in other languages and dialects beyond the standard American English dialect that is commonly used in school, as well as their abilities to code-switch.
 - 3. The breadth of different lived experiences that students are able to share with their peers.
- D. Students will see themselves, their racial identities, and their lived experiences in what is being taught and learned and will be engaged in a culturally and racially informed way.
- E. ~~All staff~~Staff will communicate the purpose and relevance of daily lessons.
- F. Staff will support peer interaction and elevate student voice in the classroom through culturally relevant practices.
- G. Explicit instruction and guided practice will be included in every lesson; multiple modes of representation and scaffolding will be used to support student learning.
- H. Staff and students will work together to create a safe and supportive learning environment by co-constructing norms and class agreements.
- I. Staff will build and maintain positive relationships with and among students that are characterized by empathy, care, and genuine interest in their lives and identities.
- J. Staff will ~~demonstrate commitment to communicating~~communicate about academics with individual students and families outside of the classroom, using the methods of communication that are most effective for those individuals to the greatest extent possible.

K. Multiple modes of assessment and measurement of student knowledge will be used to objectively measure student learning and provide specific and timely feedback to students on their progress toward mastering academic standards.

L. Staff will deliberately engage multilingual learners using strategies that leverage multilingualism and multiculturalism as strengths. Staff will also ~~use strategies to positively~~ promote biliteracy at appropriate grade level rigor.

L.M. ~~Instructional field trips and other specialized academic activities will be planned and executed in a manner that prioritizes equity of access for all students.~~

IIIH. PRACTICES RELATED TO CLIMATE & CULTURE

A. Staff will provide a welcoming environment for all by clearly and openly supporting and celebrating diversity through classroom culture, events, training, hiring practices and academic content.

1. Students will see themselves, their racial identities, and their lived experiences reflected in the classroom and all other school-wide environments.
2. Staff will leverage District social emotional learning (SEL) initiatives to provide culturally responsive spaces for learning and working.
3. Staff will intentionally seek out and include student perspectives in the development and implementation of culturally ~~responsive~~ relevant teaching and engagement practices.
4. Staff will honor student identities by striving to pronounce student names correctly, ~~use using preferred correct~~ pronouns, and ~~refrain from judgment of respecting core~~ beliefs voiced by students. The right of students to be addressed by the pronouns corresponding to their gender identities is enumerated in Policy 548: Gender Inclusion.
- 4.5. Staff will teach students how to respect peer identities and encourage students to embrace learning about cultures other than their own.

B. RPS will meet students' social emotional needs through direct teaching, staff training and, if warranted, increasing dedicated programs or staff members focused on SEL.

C. ~~RPS will engage Students students will be engaged~~ in opportunities that increase school pride, enjoyment of school and dedication to learning.

- D. RPS families will be provided with opportunities for community involvement, input into District policies and practices, and events that celebrate and value differences in all forms. This includes:
 - 1. Participation, particularly from students and families of color, in the development and implementation of culturally appropriate and effective partnerships between home and school, as well as responsive teaching and learning practices, curriculum and engagement strategies.
 - 2. Valuing the identities, cultures, and race of families as important resources relied upon to inform school and District policies and practices.
 - 3. Participation in district-wide events to celebrate cultures and bring together community organizations and families from different backgrounds.
- E. Staff will engage in active listening with any student or family disclosure of discrimination or harassment and ensure support and action to address the incident. This includes adherence to the RPS reporting procedures related to harassment and bullying, as outlined in Policy 103: Harassment Prohibition and Policy 113: Bullying Prohibition, along with each policy's respective administrative guidelines.
- F. Staff will engage in regular professional development related to parent and student engagement, culturally responsive practices, and social emotional learning.

IV. PRACTICES RELATED TO ACTIVITIES

- A. RPS will strive to make all activities as accessible as possible to all RPS students and community members regardless of ability to pay. This is accomplished through an equitable fee scale for middle and high school athletics and activities participation with a lower fee for students who are eligible for reduced-price meals and even lower fees for students who are eligible for free meals. Additionally, scholarships for participation in middle and high school activities as well as community education programs will be made available to the greatest extent possible.
- B. RPS will strive to make athletics and activities accessible to all RPS students by providing additional opportunities for eligible students to obtain the required physicals through our Richfield Health Resource Center.

- C. RPS will continue to offer adaptive sports as part of our selection of student activities, and will strive to provide accommodations and modifications to all activities to make them accessible to all students. This may include hiring paraprofessionals to support students during activities, providing training to activity leaders, collaborating with families to creatively support student needs, and additional strategies.
- D. RPS theatre, band, and choir teachers will seek out student input as part of the selection process for which theatrical productions and musical pieces to perform with their groups. Performances will provide opportunities for exploration of student identity and culture.

~~E. RPS will only hire activity leaders who are able to demonstrate cultural competency.~~

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~~F.E.~~ RPS staff members will collaborate with RPS families and community members to determine how to best serve student and family needs in order to make activities more accessible. This may include providing activity transportation and/or childcare when possible, adapting the timing of activities, creating opportunities for community members to lead activities, and other strategies.

IV. PRACTICES RELATED TO OPERATIONS & COMMUNICATIONS

- A. RPS will maintain and improve hiring practices that further the equity goals of the District.
 - 1. Leaders will continue to seek out candidates who reflect the racial identities and lived experiences of the student population for all positions in the District.
 - 2. Leaders will use strategic interview questions to ensure that staff members hired for all roles in the ~~district~~ District are able to demonstrate skills and a commitment to cultural~~ly~~ competency~~t~~.

~~B.~~ RPS will increase retention and promotion of BIPOC and bilingual staff members. Strategies may include:

- ~~i.~~ ~~1. creating~~ Creating staff affinity groups and mentorships specifically tailored to BIPOC staff members, bilingual staff members, and ~~LGBTQ+ other~~ staff members who identify as belonging to marginalized groups,

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ii. 2. Expanding District systems and practices to better accommodate the needs of BIPOC staff members and provide greater accessibility for staff members of all abilities.

~~B.iii.~~ 3. as well as other Other strategies informed by input from BIPOC and bilingual staff members.

- C. RPS will provide equity-related professional development for all staff members that is dynamic, collaborative, and relevant to their specific job roles. This may include adding professional development opportunities for regular substitute teachers and non-licensed staff members.
- D. RPS leaders will build their skills and confidence at addressing equity-related concerns, conflicts, and performance issues with the staff members they supervise.
- E. RPS will continue to align District financial resources to prioritize the equity goals of the District.
- F. RPS will maintain and improve practices of providing resources to families in multiple languages to the greatest extent possible. This may include translated transportation information, online registration materials in multiple languages, and greater access to bilingual staff members at all interactions between families and schools.
- G. To the extent possible, RPS student information systems will be adapted to be more inclusive of student gender identities and preferred terms for student racial identities.
- H. All RPS operations teams will strive to keep the focus of their work student-centered.
 - 1. Staff members who regularly interact with students, such as facilities, transportation, and nutrition services staff members will provide a clean and welcoming environment to all students while they are outside of the classroom.
 - 2. District communications will showcase student strengths and voices.
 - 3. Staff members who do not regularly interact with students, such as finance, human resources, and student information staff members will intentionally steer their work toward excellent outcomes for students as the ultimate goal.

VI. ACCOUNTABILITY

The ultimate measures of success for this policy and guideline are excellent outcomes for all students. However, additional strategies will be used to ensure accountability to the processes and requirements set in place by this policy and guideline.

- A. All processes used to evaluate staff member performance will include equity-driven goals and measurements of success. The aspects of staff evaluations that pertain to student outcomes will always include data that is disaggregated by race and other demographic categories.
- B. RPS administrators will provide regular data reports on equity-related goals and progress to the school board in a manner that is accessible to the public.
- C. School-wide behavior expectations for all students will include respecting peer identities. Behavior violations will be addressed in a culturally responsive manner that also provides support for students who have been harmed by other students. Detailed procedures for addressing student behavior violations are enumerated in Policy 541: Student Behavior and Administrative Guideline 541.1.
- D. School and district administrators will complete regular walkthroughs of classrooms to assess the extent to which the aspects of this policy and guideline related to classroom environments, pedagogy and student-teacher relationships are being successfully implemented across all schools. This data will be used to allocate additional support and training for staff as needed.

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Dated: May 2, 2022

NEW BUSINESS – FOR REVIEW

Agenda Item VI.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

Subject: Conflict of Interest—School Board Members

(Recommended by the superintendent)

A first read of Policy 210: Conflict of Interest—School Board Members and Administrative Guideline 210.1.

Attachments:

Policy 210: Conflict of Interest—School Board Members

Administrative Guideline 210.1

MSBA Model Policy 210: Conflict of Interest—School Board Members

RICHFIELD PUBLIC SCHOOLS

CONFLICT OF INTEREST – SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to observe state statutes regarding conflict of interest and to engage in school district business activities in a fashion designed to avoid any conflict of interest or the appearance of impropriety.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to contract for goods and services in conformance with statutory conflict of interest laws and, in addition, in a manner that will avoid any conflict of interest or the appearance thereof. Accordingly, the school board will contract under the statutory exception provisions only when it is clearly in the best interest of the school district because of limitations which may exist on goods or services otherwise available to the school district.

III. GENERAL PROHIBITIONS AND RECOGNIZED STATUTORY EXCEPTIONS

- A. A school board member who is authorized to take part in any manner in making any sale, lease, or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom.
- B. In the following circumstances, however, the school board may as an exception, by unanimous vote, contract for goods or services with a school board member of the school district:
 - 1. In the designation of a bank or savings association, in which a school board member is interested, as an authorized depository for school district funds and as a source of borrowing, provided such deposited funds are protected in accordance with Minn. Stat. Ch. 118A. Any school board member having said interest shall disclose that interest and the interest shall be entered upon the minutes of the school board. Disclosure must be made when such bank or savings association is first designated as a depository or source of borrowing, or when such school board member is elected, whichever is later. Disclosure serves as notice of the interest and must only be made once;
 - 2. The designation of an official newspaper, or publication of official matters therein, in which the school board member is

- interested when it is the only newspaper complying with statutory requirements relating to the designation or publication;
3. A contract with a cooperative association of which the school board member is a shareholder or stockholder but not an officer or manager;
4. A contract for which competitive bids are not required by law. A contract made under this exception will be void unless the following procedures are observed:
- a. The school board must authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.
 - b. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated.
 - c. Before a claim is paid, the interested school board member must file with the clerk of the school board an affidavit stating:
 - (1) The name of the school board member and the office held;
 - (2) An itemization of the goods or services furnished;
 - (3) The contract price;
 - (4) The reasonable value;
 - (5) The interest of the school board member in the contract; and
 - (6) That to the best of the school board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.
5. A school board member may rent space in a public facility at a rate commensurate with that paid by other members of the public.

- 1 6. In the following circumstances, the school board may as an
2 exception, by majority vote at a meeting where all school
3 board members are present, contract for services with a
4 school board member of the school district: A school board
5 member may be newly employed or may continue to be
6 employed by the school district as an employee where there
7 is a reasonable expectation on July 1, or at the time the
8 contract is entered into or extended, that the amount to be
9 earned by that school board member under that contract or
10 employment relationship, will not exceed \$8,000 in that fiscal
11 year. If the school board member does not receive majority
12 approval to be initially employed or to continue in
13 employment at a meeting where all school board members
14 are present, that employment must be immediately
15 terminated and that school board member will have no
16 further rights to employment while serving as a school board
17 member in the school district.
- 18
- 19 7. The school board may contract with a class of school district
20 employees, such as teachers or custodians, where the
21 spouse of a school board member is a member of the class
22 of employees contracting with the school board and the
23 employee spouse receives no special monetary or other
24 benefit that is substantially different from the benefits that
25 other members of the class receive under the employment
26 contract. In order for the school board to invoke this
27 exception, it must have a majority of disinterested school
28 board members vote to approve the contract, direct the
29 school board member spouse to abstain from voting to
30 approve the contract, and publicly set out the essential facts
31 of the contract at the meeting where the contract is
32 approved.
- 33

34 **IV. LIMITATIONS ON RELATED EMPLOYEES**

35

- 36 A. The school board can hire, employ or dismiss teachers only at duly
37 called meetings. Any employment decisions occurring with staff
38 within the fourth degree of relation, as computed by the civil law,
39 can only be implemented by unanimous vote of the full school
40 board.
- 41

42 **V. CONFLICTS PRIOR TO TAKING OFFICE**

43

44 A school board member with personal financial interest in a sale, lease, or
45 contract with the school district, which was entered before the school
46 board member took office and presents an actual or potential conflict of
47 interest, shall immediately notify the school board of such interest. It
48 shall thereafter be the responsibility of the school board member to refrain
49 from participating in any action relating to the sale, lease, or contract. At
50 the time of renewal of any such sale, lease, or contract, the school board

may enter into or renew such sale, lease, or contract only if it falls within one of the enumerated exceptions for contracts relating to goods or services provided above and if the procedures provided in this policy are followed.

VI. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS

The determination as to whether a conflict of interest exists is to be made by the school board. Any school board member who has an actual or potential conflict shall notify the school board of such conflict immediately. The school board member shall thereafter cooperate with the school board as necessary for the school board to make its determination.

Legal References: Minn. Stat. §122A.40, Subd. 3 (Teacher Hiring, Dismissal)
Minn. Stat. §123B.195 (Board Member's Right to Employment)
Minn. Stat. §471.87 (Public Officers; Interest in Contract; Penalty)
Minn. Stat. §471.88, Subds. 2, 3, 4, 5, 12, 13 (Exceptions)
Minn. Stat. §471.89 (Contract, When Void)
Op. Atty. Gen. 437-A-4, March 15, 1935
Op. Atty. Gen. 90-C-5, July 30, 1940
Op. Atty. Gen. 90-A, August 14, 1957

Cross References: Board Policy 201 (Legal Status of the School Board)
Board Policy 202 (Code of Ethics)
MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties

~~ADOPTED-RATIFIED~~ BY THE BOARD OF EDUCATION: ~~—~~ April 21, 2003

REVISED BY THE BOARD OF EDUCATION: ~~—~~ September 4, 2007 ~~—~~ February 6, 2012 ~~—~~ February 16, 2016

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TO: ADMINISTRATORS AND SCHOOL BOARD MEMBERS
FROM: BUSINESS SERVICES
DATE: August 18, 2014
SUBJECT: Auditors Compliance, M.S. 471.87 – Public Officers’ Interest in Contracts

Per Minnesota Statute § 471.87, a public officer who is authorized to take part in any manner in making any sale, lease, or contract in official capacity shall not voluntarily have a personal financial interest, *directly or through a family member including his or her partner*, in that sale, lease, contract, or personally benefit financially therefrom.

To document compliance with this statute, we request that you complete the following:

Name _____

Principal place of business _____

Partner’s name _____

Partner’s principal place of business _____

Family member’s _____

Family member’s place of business _____

I hereby certify that during the 2013-2014 school year, I **have not** had a financial interest in the sale, lease, or contract of the District nor have I personally benefited from any such transaction.

By: _____

Title: _____

Date: _____

If you, *directly or through a family member or partner*, **have** had a financial interest in the sale, lease, or contract with the District, please describe below.

Adopted: _____

Revised: _____

MSBA/MASA Model Policy 210

Orig. 1995

Rev. 2022

210 CONFLICT OF INTEREST – SCHOOL BOARD MEMBERS

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

I. PURPOSE

The purpose of this policy is to observe state statutes regarding conflicts of interest and to engage in school district business activities in a fashion designed to avoid any conflict of interest or the appearance of impropriety.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to contract for goods and services in conformance with statutory conflict of interest laws and in a manner that will avoid any conflict of interest or the appearance thereof. Accordingly, the school board will contract under the statutory exception provisions only when it is clearly in the best interest of the school district because of limitations that may exist on goods or services otherwise available to the school district.

III. GENERAL PROHIBITIONS AND RECOGNIZED STATUTORY EXCEPTIONS

- A. A school board member who is authorized to take part in any manner in making any sale, lease, or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially therefrom.
- B. In the following circumstances, however, the school board may as an exception, by unanimous vote, contract for goods or services with a school board member of the school district:
 - 1. In the designation of a bank or savings association, in which a school board member is interested, as an authorized depository for school district funds and as a source of borrowing, provided such deposited funds are protected in accordance with Minn. Stat. Ch. 118A. Any school board member having said interest shall disclose that interest and the interest shall be entered upon the school board minutes. Disclosure shall be made when such bank or savings association is first designated as a depository or source of borrowing, or when such school board member is elected, whichever is later. Disclosure serves as notice of the interest and need only be made once;
 - 2. The designation of an official newspaper, or publication of official matters

therein, in which the school board member is interested when it is the only newspaper complying with statutory requirements relating to the designation or publication;

3. A contract with a cooperative association of which the school board member is a shareholder or stockholder but not an officer or manager;
4. A contract for which competitive bids are not required by law. A contract made under this exception will be void unless the following procedures are observed:
 - a. The school board shall authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.
 - b. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated.
 - c. Before a claim is paid, the interested school board member shall file with the clerk of the school board an affidavit stating:
 - (1) The name of the school board member and the office held;
 - (2) An itemization of the goods or services furnished;
 - (3) The contract price;
 - (4) The reasonable value;
 - (5) The interest of the school board member in the contract; and
 - (6) That to the best of the school board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.
5. A school board member may contract with the school district to provide construction materials or services, or both, when the sealed bid process is used. When the contract comes before the school board for consideration, the interested school board member may not vote on the contract. (*Note: **This section applies only when the school district has a population of 1,000 or less according to the last federal census.***)
6. A school board member may rent space in a public facility at a rate commensurate with that paid by other members of the public.

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- C. In the following circumstances, the school board may as an exception, by majority vote at a meeting at which all school board members are present, contract for services with a school board member of the school district: A school board member may be newly employed or may continue to be employed by the school district as an employee only if there is a reasonable expectation on July 1, or at the time the contract is entered into or extended, that the amount to be earned by that school board member under that contract or employment relationship, will not exceed \$8,000 in that fiscal year. If the school board member does not receive majority approval to be initially employed or to continue in employment at a meeting at which all school board members are present, that employment is immediately terminated and that school board member has no further rights to employment while serving as a school board member in the school district.
- D. The school board may contract with a class of school district employees, such as teachers or custodians, when the spouse of a school board member is a member of the class of employees contracting with the school board and the employee spouse receives no special monetary or other benefit that is substantially different from the benefits that other members of the class receive under the employment contract. For the school board to invoke this exception, it must have a majority of disinterested school board members vote to approve the contract, direct the school board member spouse to abstain from voting to approve the contract, and publicly set out the essential facts of the contract at the meeting in which the contract is approved.

IV. LIMITATIONS ON RELATED EMPLOYEES

- A. The school board must hire or dismiss teachers only at duly called meetings. When a husband and wife, brother and sister, or two brothers or sisters, constitute a quorum, no contract employing a teacher may be made or authorized except upon the unanimous vote of the full school board.
- B. The school board may not employ any teacher related by blood or marriage to a school board member, within the fourth degree as computed by the civil law, except by a unanimous vote of the full school board.

V. CONFLICTS PRIOR TO TAKING OFFICE

A school board member with personal financial interest in a sale, lease, or contract with the school district which was entered before the school board member took office and presents an actual or potential conflict of interest, shall immediately notify the school board of such interest. It shall thereafter be the responsibility of the school board member to refrain from participating in any action relating to the sale, lease, or contract. At the time of renewal of any such sale, lease, or contract, the school board may enter into or renew such sale, lease, or contract only if it falls within one of the enumerated exceptions for contracts relating to goods or services provided above and if the procedures provided in this policy are followed.

VI. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS

The determination as to whether a conflict of interest exists is to be made by the school board. Any school board member who has an actual or potential conflict shall notify the school board of such conflict immediately. The school board member shall thereafter cooperate with the school board as necessary for the school board to make its determination.

Legal References: Minn. Stat. § 122A.40, Subd. 3 (Teacher Hiring, Dismissal)
Minn. Stat. § 123B.195 (Board Member's Right to Employment)
Minn. Stat. § 471.87 (Public Officers, Interest in Contract; Penalty)
Minn. Stat. § 471.88, Subds. 2, 3, 4, 5, 12, 13, and 21 (Exceptions)
Minn. Stat. § 471.89 (Contract, When Void)
Op. Atty. Gen. 437-A-4, March 15, 1935
Op. Atty. Gen. 90-C-5, July 30, 1940
Op. Atty. Gen. 90-A, August 14, 1957

Cross References: MSBA/MASA Model Policy 101 (Legal Status of the School Board)
MSBA/MASA Model Policy 209 (Code of Ethics)

NEW BUSINESS – FOR REVIEW

Agenda Item VI.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

Subject: Open Meetings and Closed Meetings

(Recommended by the superintendent)

A first read of Policy 208: Open Meetings and Closed Meetings.

Attachments:

Policy 208: Open Meetings and Closed Meetings

MSBA Model Policy 205: Open Meetings and Closed Meetings

RICHFIELD PUBLIC SCHOOLS
OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

- A. The school board embraces the philosophy of openness in the conduct of its business, in the belief that openness produces better programs, more efficiency in administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under a presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting the individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

II. GENERAL STATEMENT OF POLICY

- A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

"Meeting" means a gathering – in person or by electronic means - of at least a quorum or more members of the school board, or quorum of a committee or subcommittee of school board members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the school board. The term does not include a chance or social gathering or the use of social media by members of a public body so long as the social media use is limited to exchanges with all members of the general public. For purposes of the Open Meeting Law, social media does not include email.

IV. PROCEDURES

- A.

1. Normally, regular meetings of the Board of Education shall be held on the first and third Mondays of each month at 7 p.m. in the Board Room of the District Office, 7001 Harriet Avenue South. During the school year, some meetings may be held at school sites in conjunction with site-based program presentations.

2. A schedule of the regular meetings of the school board shall be made available and posted on the district website and in the district office. If the school board decides to hold a regular meeting at a time or place different from the time or place stated in its schedule, it shall give the same notice of the meeting as for a special meeting.

3. Order of Business at Regular Meetings

At regular meetings the order of business shall be as follows unless otherwise ordered by the Board:

I. CALL TO ORDER

II. REVIEW AND APPROVAL OF AGENDA

III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

- A. Receiving of Delegations
- B. Reports and Information from School Sources
- C. Communications from Non-School Sources

IV. CONSENT AGENDA

- A. Routine Matters
- B. Personnel Items

V. OLD BUSINESS

VI. NEW BUSINESS

VII. ADVANCE PLANNING

- A. Legislative Update
- B. Information and Questions from Board
- C. Future Meeting Dates
- D. Suggested Agenda Items

VIII. ADJOURNMENT

B. Special Meetings

1. A special Board meeting is one called at times other than a regular or recessed Board meeting for the purpose of considering items that are specific in nature. Special meetings may be called by the chair or the clerk or any three members of the Board. The superintendent shall be notified of all special meetings by the chair, or in the absence of the chair, by the clerk.
2. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district – or on the door of the school board’s usual meeting room if there is no principal bulletin board, as well as on the district website. The school board’s actions at the special meeting are limited to those topics included in the notice.
3. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings.
4. This notice shall be posted and mailed or delivered at least three days before the date of the meeting. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
5. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.
6. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than 60 days before the expiration date of request for notice, the school board shall send notice of re-filing requirement to each person who filed during the preceding year.
7. Order of Business at Special Meetings

At special meetings the order of business shall be as follows unless otherwise ordered by a unanimous vote of the Board members present:
 - I. CALL TO ORDER
 - II. PRESENTATION OF ITEMS TO BE CONSIDERED
 - III. ADJOURNMENT

C. Emergency Meetings

1. An emergency meeting is a special meeting called because of circumstances that, in the judgment of the school board, require immediate consideration.
2. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.
3. The school board shall make good faith efforts to provide notice of the emergency meeting through the district website and to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
4. Notice of the emergency meeting shall be given by telephone or any other method used to notify the members of the school board.
5. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
6. Notice shall include the subject of the meeting.
7. Posted or published notice of an emergency meeting shall not be required.
8. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

D. Recessed or Continued Meetings

1. A legal meeting of the Board may be recessed and continued at another time and place. Only items on the agenda of the recessed meeting may be acted upon at the continued meeting.
2. If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further notice is necessary.

E. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

F. Actual Notice

If a person receives actual notice of a meeting of the school board at least 24 hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

G. Health Pandemic or Declared Emergency

In the event of a health pandemic or an emergency declared under Minn.Stat.Ch.12, a meeting may be conducted by telephone or other electronic means in compliance with Stat. § 13D.021.

H. Votes

The votes of school board members shall be recorded in a journal kept for that purpose, and the journal shall be available to the public during all normal business hours at the administrative offices of the school district.

VI. MEETING AGENDA

The policy of this Board shall be to post the agenda of the regular Board meetings by 12:00pm. On the Friday preceding the Board meetings and that all matters be channeled through the office of the superintendent to be placed on the agenda of the meeting. The agenda will be posted on the District website under "School Board".

VII. WRITTEN MATERIALS

A. In any open meeting, a copy of any printed materials, including electronic communications relating to the agenda items prepared or distributed by the school board or its employees and distributed to or available to all school board members shall be available in the meeting room for inspection by the public while the school board considers their subject matter.

B. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

VIII. DATA

A. Meetings may not be closed merely because the data to be discussed are not public data.

B. Data that are not public data may be discussed at an open meeting if the disclosure relates to a matter within the scope of the school board's authority and is reasonably necessary to conduct the business or agenda item before the school board.

C. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

IX. CLOSED MEETINGS

The Board of Education may meet in closed session for one or more of the following reasons as permitted by law:

A. Labor Negotiations

1. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals.

2. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.

B. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation sessions, and hearings between the school board and its employees or their respective representatives are public meetings except when closed by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods are prohibited in mediation meetings closed by the RMS.

C. Preliminary Consideration of Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be

open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

D. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

E. Attorney-Client Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, i.e., regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

F. Dismissal Hearing

1. A hearing on the dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
2. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent or guardian requests an open hearing.
3. To the extent a teacher or student dismissal hearing is held before the school board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years

after the date of the meeting. The recording is not available to the public.

G. Coaches; Opportunity to Respond

- a. If the school board has declined to renew the coaching contract of a licensed or nonlicensed head varsity coach, it must notify the coach within 14 days of that decision.
- b. If the coach requests the reasons for the nonrenewal, the school board must give the coach the reasons in writing within 10 days of receiving the request.
- c. On the request of the coach, the school board must provide the coach with a reasonable opportunity to respond to the reasons at a school board meeting.
- d. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by Minn. Stat. § 13D.05, Subd. 2, to discuss educational or certain other nonpublic data.
- e. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

H. Meetings to Discuss Certain Not Public Data

Any portion of a meeting must be closed if the following types of data are discussed:

1. data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
2. active investigative data collected or created by a law enforcement agency;
3. educational data, health data, medical data, welfare data, or mental health data that are not public data; or.

I. Purchase and Sale of Property

- a. The school board may close a meeting:
 - (1) to determine the asking price for real or personal property to be sold by the school district;
 - (2) to review confidential or nonpublic appraisal data; and

(3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

b. Before closing the meeting, the school board must identify on the record the particular real or personal property that is subject of the closed meeting.

c. The closed meeting must be tape recorded at the expense of the school district. The tape must be preserved for eight (8) years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of school board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.

d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the school board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

J. Security Matters

a. The school board may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.

b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.

c. Before closing a meeting, the school board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.

d. The closed meeting must be tape recorded at the expense of the school district and the recording must be preserved for at least four years.

K. Other Meetings

Other meetings shall be closed as provided by law except as provided above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

L. Procedures for Closing a Meeting

The school board shall provide notice of a closed meeting just as for an open meeting. A school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the school board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)
Minn. Rules . Ch. 5510 (Bureau of Mediation Services)
Brown v. Cannon Falls Township, 723 N.W. 2nd 31 (Minn. App. 2006)
Brainerd Daily Dispatch v. Dehen, 693 N.W. 2d 435 (Minn. App. 2005)
The Free Press v. County of Blue Earth, 677 N.W. 2d 471 (Minn. App. 2004)
Prior Lake American v. Mader, 642 N.W. 2d 729 (Minn. 2002)
Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993).
Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988).
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983).
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), rev. denied. (Minn. 1993)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 004 (February 3, 2004)

Cross References: MSBA/MASA Model Policy (School Board Meeting Minutes)
MSBA/MASA Model Policy 204 (School Board Meeting Minutes)

MSBA/MASA Model Policy 206 (Public Participation in School Board) Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)

MSBA/MASA Model Policy 207 (Public Hearings)

MSBA/MASA Model Policy 406 (Public and Private Personnel Data)

MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)

MSBA Service Manual, Chapter 13, School Law Bulletin "C" (Minnesota's Open Meeting Law)

~~ADOPTED-RATIFIED~~ BY THE BOARD OF EDUCATION: January 22, 1996

REVISED BY THE BOARD OF EDUCATION: September 5, 2000; June 18, 2002;
August 7, 2006; February 21, 2012; September 17, 2012; March 7, 2016

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Adopted: _____

MSBA/MASA Model Policy 205

Orig. 1995

Revised: _____

Rev. 2022

205 OPEN MEETINGS AND CLOSED MEETINGS

[Note: The provisions of this policy accurately reflect Minnesota's Open Meeting Law statutes and are not discretionary in nature.]

I. PURPOSE

- A. The school board embraces accountability and transparency in the conduct of its business, in the belief that openness produces better programs, more efficient administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under a presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.
- B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting an individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

II. GENERAL STATEMENT OF POLICY

- A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.
- B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

"Meeting" means a gathering of at least a quorum of school board members-or quorum of a committee or subcommittee of school board members, at which members discuss, decide, or receive information as a group on issues relating to the official business of the school board. The term does not include a chance or social gathering or the use of social media by members of a public body so long as the social media use is limited to exchanges with all members of the general public. For purposes of the Open Meeting Law, social media does not include e-mail.

IV. PROCEDURES

A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the school board shall be kept on file at the school district office. If the school board decides to hold a regular meeting at a time or place different from the time or place stated in its regular meeting schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

- a. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board. The school board's actions at the special meeting are limited to those topics included in the notice.
- b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings. This notice shall be posted and mailed or delivered at least three days before the date of the meeting.
- c. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.
- d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.
- e. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than sixty (60) days before the expiration date of request for notice, the school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

- a. An emergency meeting is a special meeting called because of circumstances that, in the school board's judgment, require immediate consideration.

[Note: While the statute leaves the question to the board of whether the circumstances require immediate consideration at an emergency meeting, advisory opinions of the Minnesota Commissioner of Administration would limit such meetings to responding to natural disasters or health epidemics caused by an event such as an accident or terrorist attack.]

- b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.
- c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.
- d. Notice of the emergency meeting shall be given by telephone or any other method used to notify the members of the school board.
- e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.
- f. Notice shall include the subject of the meeting.
- g. Posted or published notice of an emergency meeting shall not be required.
- h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to closed meetings.

6. Actual Notice

If a person receives actual notice of a meeting of the school board at least twenty-four (24) hours before the meeting, all notice requirements are satisfied with respect to that person, regardless of the method of receipt of notice.

7. Meetings during Pandemic or Chapter 12 Emergency

In the event of a health pandemic or an emergency declared under Minn. Stat. Ch. 12, a meeting may be conducted by telephone or interactive technology in compliance with Minn. Stat. § 13D.021.

8. Meetings by Interactive Technology

A meeting may be conducted by interactive technology, Zoom, Skype, or other similar electronic means in compliance with Minn. Stat. § 13D.02.

B. Votes

The votes of school board members shall be recorded in a journal or minutes kept for that purpose. The journal or any minutes used to record votes of a meeting must be open to the public during all normal business hours at the school district's administrative offices.

C. Written Materials

1. In any open meeting, a copy of any printed materials, including electronic communications, relating to the agenda items of the meeting prepared or distributed by or at the direction of the school board or its employees and distributed to or available to all school board members shall be available in the meeting room for inspection by the public while the school board considers their subject matter.
2. This provision does not apply to materials not classified by law as public, or to materials relating to the agenda items of a closed meeting.

D. Open Meetings and Data

1. Meetings may not be closed to discuss data that are not public data, except as provided under Minnesota law.
2. Data that are not public data may be discussed at an open meeting if the

disclosure relates to a matter within the scope of the school board's authority and is reasonably necessary to conduct the business or agenda item before the school board.

3. Data discussed at an open meeting retain the data's original classification; however, a record of the meeting, regardless of form, shall be public.

E. Closed Meetings

1. Labor Negotiations Strategy

- a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals, conducted pursuant to Minnesota's Public Employment Labor Relations Act (PELRA)
- b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings of a closed meeting to discuss negotiation strategies shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

All negotiations, mediation meetings, and hearings between the school board and its employees or their respective representatives are public meetings. Mediation meetings may be closed only by the Commissioner of the Bureau of Mediation Services (BMS). The use of recording devices, stenographic records, or other recording methods is prohibited in mediation meetings closed by the BMS.

3. Preliminary Consideration of Allegations or Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at

least three years after the date of the meeting. The recording is not available to the public.

4. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

5. Attorney-Client Privilege Meeting

A meeting may be closed if permitted by the attorney-client privilege. Attorney-client privilege applies when litigation is imminent or threatened, or when the school board needs advice above the level of general legal advice, for example, regarding specific acts and their legal consequences. A meeting may be closed to seek legal advice concerning litigation strategy, but the mere threat that litigation might be a consequence of deciding a matter one way or another does not, by itself, justify closing the meeting. The motion to close the meeting must specifically describe the matter to be discussed at the closed meeting, subject to relevant privacy and confidentiality considerations under state and federal law. The law does not require that such a meeting be recorded.

6. Dismissal Hearing

- a. A hearing on dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
- b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent, or guardian requests an open hearing.
- c. To the extent a teacher or student dismissal hearing is held before the school board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches; Opportunity to Respond

- a. If the school board has declined to renew the coaching contract of a licensed or nonlicensed head varsity coach, it must notify the coach within fourteen (14) days of that decision.
- b. If the coach requests the reasons for the nonrenewal, the school board must give the coach its reasons in writing within ten (10) days of receiving the request. The existence of parent complaints must not be the sole reason for the school board not to renew a coaching contract.
- c. On the request of the coach, the school board must provide the coach with a reasonable opportunity to respond to the reasons at a school board meeting.
- d. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by Minn. Stat. § 13D.05, Subd. 2, to discuss educational or certain other nonpublic data.
- e. A meeting closed for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8. Meetings to Discuss Certain Not Public Data

- a. Any portion of a meeting must be closed if the following types of data are discussed:
 - (1) data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;
 - (2) active investigative data collected or created by a law enforcement agency;
 - (3) educational data, health data, medical data, welfare data, or mental health data that are not public data; or
 - (4) an individual's personal medical records.
- b. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

9. Purchase and Sale of Property

- a. The school board may close a meeting:

- (1) to determine the asking price for real or personal property to be sold by the school district;
 - (2) to review confidential or nonpublic appraisal data; and
 - (3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.
- b. Before closing the meeting, the school board must identify on the record the particular real or personal property that is the subject of the closed meeting.
- c. The closed meeting must be tape recorded at the expense of the school district. The tape must be preserved for eight years after the date of the meeting and be made available to the public after all real or personal property discussed at the meeting has been purchased or sold or the school board has abandoned the purchase or sale. The real or personal property that is the subject of the closed meeting must be specifically identified on the tape. A list of school board members and all other persons present at the closed meeting must be made available to the public after the closed meeting.
- d. An agreement reached that is based on an offer considered at a closed meeting is contingent on its approval by the school board at an open meeting. The actual purchase or sale must be approved at an open meeting and the purchase price or sale price is public data.

10. Security Matters

- a. The school board may close a meeting to receive security briefings and reports, to discuss issues related to security systems, to discuss emergency response procedures, and to discuss security deficiencies in or recommendations regarding public services, infrastructure, and facilities, if disclosure of the information discussed would pose a danger to public safety or compromise security procedures or responses.
- b. Financial issues related to security matters must be discussed and all related financial decisions must be made at an open meeting.
- c. Before closing a meeting, the school board must refer to the facilities, systems, procedures, services, or infrastructures to be considered during the closed meeting.
- d. The closed meeting must be tape recorded at the expense of the school district and the recording must be preserved for at least four years.

11. Other Meetings

Other meetings shall be closed as provided by law, except as provided above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

The school board shall provide notice of a closed meeting just as for an open meeting. A school board meeting may be closed only after a majority vote at a public meeting. Before closing a meeting, the school board shall state on the record the specific authority permitting the meeting to be closed and shall describe the subject to be discussed.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Exclusion and Expulsion Procedures))
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)
Minn. Rules Part 5510.2810 (Bureau of Mediation Services)
Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)
Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)
The Free Press v. County of Blue Earth, 677 N.W.2d 471 (Minn. App. 2004)
Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)
Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993)
Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988)
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983)
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied.* (Minn. 1993)
Dept. of Admin. Advisory Op. No. 21-003 (April 19, 2021)
Dept. of Admin. Advisory Op. No. 21-002 (January 13, 2021)
Dept. of Admin. Advisory Op. No. 19-012 (October 24, 2019)
Dept. of Admin. Advisory Op. No. 19-008 (May 22, 2019)
Dept. of Admin. Advisory Op. No. 19-006 (April 9, 2019)
Dept. of Admin. Advisory Op. No. 18-019 (December 28, 2018)
Dept. of Admin. Advisory Op. No. 17-005 (June 22, 2017)
Dept. of Admin. Advisory Op. No. 13-009 (March 19, 2013)
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)

Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)
Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

Cross References: MSBA/MASA Model Policy 204 (School Board Meeting Minutes)
MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Law Bulletin “C” (Minnesota’s Open Meeting Law)

NEW BUSINESS - FOR ACTION

Agenda Item VI.C.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting April 18, 2022

SUBJECT: Independent School District 280 Long-Term Facilities Maintenance Plan

(Recommended by the Superintendent)

The Board of Education approves Independent School District #280's Long-Term Facilities Maintenance (LTFM) Program Budget and 10 year plan as well as authorizes inclusion of LTFM Levy for FY24 in the amount of \$5,857,211 including \$1,640,739 in General Fund Levy and \$53,235 for Intermediate District #287. Total projected expenditures for Richfield's FY24 projects are set at \$1,684,295.

Background Information

(Prepared by Craig Holje and Dan Kretsinger)

Each school district is required to develop and submit a 10-year Long-Term Facilities Maintenance (LTFM) plan as part of the District's application for state aid and levy funding. Attached is a copy of the District plan. The plan is based on expectations at the time of completion and is subject to revisions at least every biennium. Anticipated expenditures are planned to be within available revenue for the year.


Larger projects included in the LTFM plan include the following:

FY23

- STEM façade project
- Bus Garage façade project
- Middle School and High School elevator replacements
- STEM playground asphalt replacement
- Stadium field turf replacement
- Track and tennis court resurfacing
- High School bleacher seat replacement in main gym

FY24

- Tuck-pointing and façade repairs
- Elevator safety improvements & replacements
- Roof replacement
- Parking lot improvements
- Turf field and running track improvements

		<div>Division of School Finance 1500 Highway 36 West Roseville, MN 55113-4266</div>										<div>Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only</div>										ED - 02478-07		ED - 02478-07	
Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.																									
District Info. District Name: Richfield Public Schools ISD 280 District Number: 280 District Contact Name: Dan Kretsinger Contact Phone #:		Enter Information Date: 4/12/2022 Email: dan.kretsinger@rpsmn.org																							
Fiscal Year (FY) Ending June 30																									
Expenditure Categories Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.		2022 (base year)		2023		2024		2025		2026		2027		2028		2029		2030		2031		2032		2033	
Finance Code 347 Physical Hazards 349 Other Hazardous Materials 352 Environmental Health and Safety Management 358 Asbestos Removal and Encapsulation 363 Fire Safety 366 Indoor Air Quality Total Health and Safety Capital Projects		Category (1) \$276,100 \$25,000 \$117,450 \$119,000 \$98,000 \$10,000 \$645,550		\$150,900 \$40,000 \$114,126 \$46,000 \$95,000 \$10,000 \$456,026		\$55,900 \$42,000 \$124,240 \$49,000 \$111,000 \$10,000 \$392,140		\$37,900 \$20,000 \$118,040 \$19,000 \$91,000 \$10,000 \$295,940		\$37,900 \$20,000 \$126,240 \$16,000 \$91,000 \$10,000 \$301,140		\$47,900 \$40,000 \$116,740 \$19,000 \$111,000 \$10,000 \$344,640		\$62,900 \$45,000 \$129,290 \$19,000 \$102,000 \$20,000 \$378,190		\$37,900 \$47,000 \$136,290 \$19,000 \$102,000 \$20,000 \$362,190		\$37,900 \$48,000 \$130,590 \$19,000 \$122,000 \$170,000 \$527,490		\$37,900 \$48,000 \$130,590 \$19,000 \$122,000 \$170,000 \$527,490		\$37,900 \$48,000 \$130,590 \$19,000 \$122,000 \$170,000 \$527,490		\$37,900 \$48,000 \$130,590 \$19,000 \$122,000 \$170,000 \$527,490	
Finance Code 358 Asbestos Removal and Encapsulation 363 Fire Safety 366 Indoor Air Quality Total Health and Safety Capital Projects \$100,000 or More		Category (2) \$0 \$0 \$2,902,095 \$2,902,095		\$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0			
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151 Finance Code 355 Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner. Total Remodeling for Approved Voluntary Pre-K Projects		Category (3) \$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0			
Accessibility Finance Code 367 Accessibility Total Accessibility Projects		Category (4) \$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0		\$0 \$0 \$0			
Deferred Capital Expenditures and Maintenance Projects Finance Code 368 Building Envelope 369 Building Hardware and Equipment 370 Electrical 379 Interior Surfaces 380 Mechanical Systems 381 Plumbing 382 Professional Services and Salary 383 Roof Systems 384 Site Projects Total Deferred Capital Expense and Maintenance		Category (5) \$310,000 \$180,000 \$20,000 \$90,000 \$483,420 \$5,000 \$75,879 \$285,000 \$484,515 \$1,933,814		\$753,512 \$192,000 \$80,000 \$20,000 \$50,000 \$10,000 \$80,000 \$ - \$330,000 \$1,515,512		\$ - \$30,000 \$40,000 \$20,000 \$30,000 \$10,000 \$67,155 \$500,000 \$595,000 \$1,292,155		\$300,000 \$15,000 \$29,000 \$90,000 \$40,000 \$10,000 \$67,155 \$300,000 \$350,000 \$1,201,155		\$300,000 \$15,000 \$26,000 \$80,000 \$35,000 \$10,000 \$67,155 \$300,000 \$350,000 \$1,183,155		\$300,000 \$20,000 \$26,000 \$100,000 \$35,000 \$10,000 \$67,155 \$400,000 \$200,000 \$1,825,755		\$300,000 \$15,000 \$10,000 \$100,000 \$40,000 \$10,000 \$67,155 \$300,000 \$200,000 \$1,057,155		\$300,000 \$15,000 \$10,000 \$100,000 \$130,000 \$10,000 \$67,155 \$300,000 \$200,000 \$1,142,155		\$300,000 \$15,000 \$10,000 \$100,000 \$130,000 \$10,000 \$67,155 \$300,000 \$200,000 \$1,132,155		\$300,000 \$15,000 \$10,000 \$100,000 \$130,000 \$10,000 \$67,155 \$300,000 \$200,000 \$1,132,155		\$300,000 \$15,000 \$10,000 \$100,000 \$130,000 \$10,000 \$67,155 \$300,000 \$200,000 \$1,132,155		\$300,000 \$15,000 \$10,000 \$100,000 \$130,000 \$10,000 \$67,155 \$300,000 \$200,000 \$1,132,155	
Total Annual 10-Year Plan Expenditures		\$5,481,459		\$1,971,538		\$1,684,295		\$1,497,095		\$1,484,295		\$2,170,395		\$1,435,345		\$1,504,345		\$1,659,645		\$1,659,645		\$1,659,645			
Fund Balance Section																									
Fund 01 Beginning Fund Balance 01-467-XX LTFM Fiscal Year Revenue - Levy LTFM Fiscal Year Revenue - AID if Applicable LTFM Fiscal Year Revenue Other LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab) LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab) LTFM Transfer OUT if applicable - Special Legislation FY 20 and FY 21 LTFM Estimated Fiscal Year Expenditures Ending Fiscal Year Fund Balance 01-467-XX		\$1,734,360 \$1,737,320 \$0 \$0 \$0 \$0 \$0 \$1,296,410 \$2,175,270		\$2,175,270 \$1,640,739 \$0 \$0 \$0 \$0 \$0 \$1,971,538 \$1,844,471		\$1,844,471 \$1,640,739 \$0 \$0 \$0 \$0 \$0 \$1,684,295 \$1,800,915		\$1,800,915 \$1,640,739 \$0 \$0 \$0 \$0 \$0 \$1,497,095 \$1,944,559		\$1,944,559 \$1,640,739 \$0 \$0 \$0 \$0 \$0 \$1,484,295 \$2,101,003		\$2,101,003 \$1,640,739 \$0 \$0 \$0 \$0 \$0 \$2,170,395 \$1,571,347		\$1,571,347 \$1,640,739 \$0 \$0 \$0 \$0 \$0 \$1,435,345 \$1,776,741		\$1,776,741 \$1,640,739 \$0 \$0 \$0 \$0 \$0 \$1,504,345 \$1,913,134		\$1,913,134 \$1,640,739 \$0 \$0 \$0 \$0 \$0 \$1,659,645 \$1,894,228		\$1,894,228 \$1,640,739 \$0 \$0 \$0 \$0 \$0 \$1,659,645 \$1,875,322		\$1,875,322 \$1,640,739 \$0 \$0 \$0 \$0 \$0 \$1,659,645 \$1,856,416			
Fund 06 Beginning Fund Balance 06-467-XX LTFM Fiscal Year Bonded Revenue LTFM Fiscal Year Revenue Other LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab) LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab) Other Transfers LTFM Estimated Fiscal Year Expenditures Ending Fiscal Year Fund Balance 06-467-XX		\$4,185,049 \$0 \$0 \$0 \$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0		\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0							
End of worksheet																									

FY 23 Long-Term Facilities Maintenance (LTFM) Ten-Year Revenue Projection				Revised 5/12/2021										
280 <= Type in School District Number														
RICHFIELD PUBLIC SCHOOL DISTRICT			Change only if requiring levy adjustments	Payable 2021 LLC Certification	Current Estimate	Pay 2022 Levy								
Calculations for Ten Year Projection		Pay 21 LLC #	FY 2021	FY 2022	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031
1 Type your district number in cell A2 (Minneapolis = 1.2)														
2 Type APU, health and safety and alternative facilities project, and bond estimates in lines 6a, 14, 16b to 18, 20, 21, 26, 27 and 50b														
3 Type debt excess, intermediate/coop district, and revenue reduction data in lines 13, 15, 23, 31, and 33														
4 Look-up data from following tabs														
5 Initial Formula Revenue														
6 Current year APU		57	4,374.00	4,419.17	4,425.26	4,317.73	4,317.73	4,317.73	4,317.73	4,317.73	4,317.73	4,317.73	4,317.73	4,317.73
6a Additional Pre-K Pupil Units (line 19 of Pre-K application)														
6b Total Adjusted Pupil Units = (6) + (6a)				4,419.17	4,425.26	4,317.73	4,317.73	4,317.73	4,317.73	4,317.73	4,317.73	4,317.73	4,317.73	4,317.73
7 District average building age (uncapped)		451	61.80	61.80	62.80	63.80	64.80	65.80	66.80	67.80	68.80	69.80	70.80	71.80
8 Formula allowance			\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00	\$ 380.00
9 Building age ratio = (Lesser of 1 or (7) / 35)		452		1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000	1.00000
10 Initial revenue = (6) * (8) * (9)		453	1,662,120	1,679,283	1,681,599	1,640,739	1,640,739	1,640,739	1,640,739	1,640,739	1,640,739	1,640,739	1,640,739	1,640,739
11 Added revenue for Eligible H&S Projects > \$100,000 / site														
12 Debt service for existing Alt facilities H&S bonds (1B) - gross before debt excess		702		3,022,005	3,024,599	2,987,985	2,986,620	-	-	-	-	-	-	-
13 Debt Excess related to Debt service for existing Alt facilities H&S bonds (1B)		756		-	144,449	-	-	-	-	-	-	-	-	-
14 Debt service for portion of existing Alt facilities bonds from line (22) attributable to eligible H&S Projects > \$100,000 per site (1A)		701		-	-	-	-	-	-	-	-	-	-	-
15 Debt Excess related to Debt service for portion of existing Alt facilities bonds attributable to eligible H&S Projects > \$100,000 per site (1A)		755		-	-	-	-	-	-	-	-	-	-	-
16a Existing Net debt service for LTFM bonds for eligible new H&S projects > \$100,000 / site = (principal + interest)*1.05 - portion of bond paid by initial revenue from "IAQFAA Bonds" tab				1,175,252	1,119,124	1,175,252	1,175,252	2,970,752	2,529,227	3,900,789	3,934,914	3,881,364	3,859,892	3,859,892
16b New debt service for LTFM bonds for eligible new H&S projects > \$100,000 / site = (principal + interest)*1.05 - portion of bond paid by initial revenue				-	-	-	-	-	-	-	-	-	-	-
17 Net debt service for LTFM bonds for eligible new H&S projects > \$100,000 / site = (principal + interest)*1.05 - portion of bond paid by initial revenue = (16a) + (16b)		767		1,175,252	1,119,124	1,175,252	1,175,252	2,970,752	2,529,227	3,900,789	3,934,914	3,881,364	3,859,892	3,859,892
18 Pay as you go revenue for eligible new H&S projects > \$100,000 / site		455	-	-	-	-	-	-	-	-	-	-	-	-
19 Total additional revenue for eligible H&S projects >\$100,000 / site (12) - (13) + (14) -(15) + (17) + (18)		456	3,885,345	4,197,257	3,999,275	4,163,237	4,161,872	2,970,752	2,529,227	3,900,789	3,934,914	3,881,364	3,859,892	3,859,892
Added revenue for Pre-K remodeling (for VPK approvals only)														
20a Net debt service for bonds approved for Pre-K remodeling		768		-	-	-	-	-	-	-	-	-	-	-
20b Pay as you go for projects approved for Pre-K remodeling		457		-	-	-	-	-	-	-	-	-	-	-
20c Total Pre-K revenue				-	-	-	-	-	-	-	-	-	-	-
20d Total New Law Revenue (10) + (19) + (20c)		458		5,876,540	5,680,874	5,803,976	5,802,611	4,611,491	4,169,966	5,541,528	5,575,653	5,522,103	5,500,633	5,500,633

[illegible]

1. Underlevy on general fund equalized levy results in proportionate reduction in associated aid.
2. Total Debt Service revenue on line 49 must not exceed total LTFM revenue for individual district projects (line 30) for any of the 10 years in the plan.
3. For 1A districts with old Alt Facilities bonding, the amount on line 22 will reduce initial revenue on line 10, less the H & S portion entered on line 14.

NEW BUSINESS - FOR ACTION

Agenda Item VI.D.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

SUBJECT: Intermediate District #287 Long-Term Facilities Maintenance Revenue

(Recommended by the Superintendent)

That the Board of Education approve the resolution approving Intermediate School District #287's Long-Term Facilities Maintenance Program Budget and authorizing the inclusion of a proportionate share of Intermediate School District's long-term facility maintenance projects in the district's application for long-term facility maintenance revenue.

Background Information

(Prepared by Craig Holje)

Each School Intermediate and Independent School District is required to develop and submit a 10 Year Long-Term Facilities Maintenance Plan as part of the District's application for state aid and levy funding. Intermediate School District funding for these plans is driven by state statute which identifies the methods for determining member districts proportion for this funding.

Background

- Upcoming Roofing Repairs/Replacements projects totaling \$1,525,000
- Limited LTFM Annual project funds available = \$300,000
- Need to finance roof projects while keeping member district levies as flat as possible
- Joint decision with member district Business Directors was made to bundle large projects with the roof projects into 1 bond issue
- Intermediate districts do not have a dollar limit in statute. Intermediate District 287 has elected to use an average of its two smallest member districts' (Brooklyn Center and Westonka) limits as a limit.
- Goal is to keep the maximum amount of Intermediate District 287's annual LTFM expenses under \$950,000 whenever possible

10 Year Plan Details

- 10 Year Plan includes Issuing a Facilities Maintenance Bond not to exceed \$4,930,000 in Fall of 2022
 - \$4,800,000 of Project Costs
 - \$1,525,000 for Roofs
 - \$1,863,850 for HVAC
 - \$ 310,000 for Parking Lots
 - \$ 250,000 for Lighting Systems
 - \$ 135,000 for Indoor Air Quality
 - \$ 226,150 - Contingency for all projects
 - \$ 130,000 of Issuance Costs
- With the uncertainty of the current economic climate
 - If interest costs are substantially higher - the amount of the bond and the projects to be completed will be reduced
 - If construction costs substantially increase - scope of projects may be reduced or project timelines may be delayed.
 - If either of the above occur - the debt payments for 2023-24 would still match the 2023-24 10 year plan debt service amounts - any changes would be made to future years
- Total 2023-24 Intermediate 287 LTFM expenses, including debt service payments =
\$923,118

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
SCHOOL DISTRICT No. 280
(Richfield Public Schools)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a School Board meeting of School District No. 280, State of Minnesota, was held on 4/18/22, at 7 p.m., for the purpose, in part, of approving the Intermediate School District No. 287's Long-Term Facility Maintenance budget and authorizing the inclusion of a proportionate share of Intermediate School District's long-term facility maintenance projects and related debt service payments in the district's application for long-term facility maintenance.

_____ introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING INTERMEDIATE SCHOOL DISTRICT NO. 287'S
LONG-TERM FACILITY MAINTENANCE PROGRAM BUDGET AND
AUTHORIZING THE INCLUSION OF A PROPORTIONATE SHARE OF
THOSE PROJECTS IN THE DISTRICT'S APPLICATION FOR LONG-TERM
FACILITY MAINTENANCE REVENUE**

BE IT RESOLVED by the School Board of District No. 280, State of Minnesota, as follows:

1. The School Board of Intermediate School District 287 has approved a long-term facility maintenance program budget for its facilities for the 2023-24 (fiscal year 2024) school year in the amount of \$ 923,118.00 of which District No. 280's proportionate share is \$ 53,235.29, consisting of \$ 8,191.88 for pay as you go projects and \$ 45,043.41 for debt service payments on the 2017B Facilities Maintenance Bonds and the proposed 2022A Facilities Maintenance Bonds. The various components of this program budget are attached as Exhibit A hereto and are incorporated herein by reference. Said budget is hereby approved. (Exhibit A)
2. Minnesota Statutes, Section 123B.53, Subdivision 1, as amended, provides that if an intermediate school district's long-term facility maintenance budget is approved by the school boards of each of the intermediate school district's member school districts, each member district may include its proportionate share of the costs of the intermediate school district program in its long-term facility maintenance revenue application.
3. The proportionate share of the costs of the intermediate school district's long term facility maintenance program for each member school district to be included in its application shall be determined by multiplying the total cost of the intermediate school district long-term facility maintenance

program times a three year weighted average adjusted pupil units formula. For 2023-24, (FY 2024) the long-term facility maintenance costs shall be funded through annual levy. The inclusion of this proportionate share in the district's long-term facility maintenance revenue application for FY 2024 is hereby approved, subject to approval by the Commissioner of Education. Upon receipt of the proportionate share of long-term facility maintenance revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

4. Pursuant to Minnesota Statutes Section 123B.595, Subdivision 3, the intermediate district issued \$5,065,000 Facilities Maintenance Bonds, Series 2017B. Such bonds are payable from long-term maintenance revenue transferred by each member district. This district hereby covenants to adopt in each fiscal year during the term of such bonds, a resolution authorizing the inclusion in the application for long-term facilities maintenance revenue the District's proportionate share for such fiscal year of debt service on such bonds.
5. Pursuant to Minnesota Statutes Section 123B.595, Subdivision 3, the intermediate district plans to issue up to \$4,930,000 Facilities Maintenance Bonds, Series 2022A. Such bonds will be payable from long-term maintenance revenue transferred by each member district. This district hereby covenants to adopt in each fiscal year during the term of such bonds, a resolution authorizing the inclusion in the application for long-term facilities maintenance revenue the District's proportionate share for such fiscal year of debt service on such bonds.

The motion for the adoption of the foregoing resolution was duly seconded by

_____ and, upon vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereupon said resolution was approved and adopted by the school board of Independent School District No. 280.

STATE OF MINNESOTA

COUNTY OF HENNEPIN

I, the undersigned, being the duly qualified and acting Clerk of School District No. 280, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of School District No. 280, held on the date therein indicated, with the original of said minutes on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the approval of Intermediate School District No. 287's long-term facility maintenance program budget and authorizing the inclusion of a proportionate share of the Intermediate School District's long-term facility maintenance projects in the district's application for long-term facility maintenance revenue.

WITNESS MY HAND officially as such Clerk this _____ day of _____, 2022.

Clerk

School District No. _____

**RESOLUTION APPROVING INTERMEDIATE DISTRICT 287'S LONG
TERM FACILITY MAINTENANCE PROGRAM BUDGET AND
AUTHORIZING THE ALLOCATION TO THE MEMBER DISTRICTS**

Pursuant to due call and notice thereof, a School Board meeting of Intermediate School District No. 287, State of Minnesota, was held on March 24, 2022 at 6:30 p.m., for the purpose in part, of approving the District's Fiscal Year (FY) 24 Long-Term Facility Maintenance budget and authorizing the allocation of a proportionate share of Intermediate School District's long-term facility maintenance projects and related debt service payments to each member district for inclusion in each member district's application for long-term facility maintenance.

Anne Casey introduced the following resolution and moved its adoption:

BE IT RESOLVED by the School Board of Intermediate District 287, State of Minnesota as follows:

1. The School Board of Intermediate District 287 hereby approves a long term facility maintenance program budget for its facilities for the 2023-24 school year in an amount not to exceed \$923,118, of which \$142,050 is for pay as you go projects and \$781,068 is for debt service payments on the 2017B Facilities Maintenance Bond and the 2022A Facilities Maintenance Bond to be issued Fall 2022. The various components of this program budget are attached as Exhibit A hereto and are incorporated herein by reference and District administration is directed to apply to the Commissioner of the Department of Education for approval.
2. Minnesota Statutes, Section 123B.53, Subdivision 1, as amended, provides that if an intermediate district's long term facility maintenance budget is approved by the school boards of each of the intermediate's member districts, each member district may include its proportionate share of the costs of the intermediate program in its long term facility maintenance revenue application.
3. The proportionate share of the costs of the intermediate school district's long-term facility maintenance program for each member school district to be included in its application shall be determined by multiplying the total cost of the intermediate school district long-term facility maintenance program times a three year weighted average adjusted pupil units formula. For school year 2023-24 (fiscal year 24), the long-term facility maintenance costs shall be funded through annual levy. The allocation of this proportionate share in the district's long-term facility maintenance revenue application for FY 24 is hereby approved, subject to approval by the Commissioner of Education. Upon receipt of the proportionate share of long-term facility maintenance revenue attributable to the intermediate school district program, the member district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.


4. Pursuant to Minnesota Statutes, section 123B.595, subdivision 3, the intermediate district issued \$5,065,000 Facilities Maintenance Bonds, Series 2017B. Such bonds are payable from long-term maintenance revenue transferred by each member district. This district hereby covenants to adopt in each fiscal year during the term of such bonds, a resolution authorizing the inclusion in the application for long-term facilities maintenance revenue the District's proportionate share for such fiscal year of debt service on such bonds.
5. Pursuant to Minnesota Statutes, section 123B.595, subdivision 3, the intermediate district plans to issue \$4,930,000 in Facilities Maintenance Bonds, Series 2022A in the fall of 2022. Estimated debt service amounts for this bond are included in the debt service totals of this resolution. Such bonds are payable from long-term maintenance revenue transferred by each member district. This district hereby covenants to adopt in each fiscal year during the term of such bonds, a resolution authorizing the inclusion in the application for long-term facilities maintenance revenue the District's proportionate share for such fiscal year of debt service on such bonds


The motion for the adoption of the foregoing resolution was duly seconded by Member **Ruthie Dallas** and upon vote being taken thereon, the following voted in favor thereof : **Anderson, Casey, Dallas, Johansen, Kunz, Mosqueda-Jones, and Neville** and the following voted against the same: None.


STATE OF MINNESOTA
COUNTY OF HENNEPIN

I, the undersigned, being the duly qualified and acting Clerk of Intermediate School District No. 287, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of Intermediate School District No. 287 held on the date therein indicated, with the original of said minutes on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the approval of Intermediate School District 287's long term facility maintenance program budget and authorizing the allocation of a proportionate share of Intermediate School District's long-term facility maintenance projects and related debt service payments to each member district for inclusion in each member district's application for long-term facility maintenance.

WITNESS MY HAND officially as Clerk this 24th day of March 2022.

DocuSigned by:

19934E499A16452...
Clerk
Intermediate School District 287

		Division of School Finance 1500 Highway 36 West Roseville, MN 55113-4266		Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only						
Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.										
District Info.		Enter Information		District Info.		Enter Information				
District Name:	Intermediate District #287	Date:	7/31/2022							
District Number:	287	Email:	mlhawkins@district287.org							
District Contact Name:	Mae L. Hawkins, Executive Director of Business Services									
Contact Phone #	763-550-7156									
Fiscal Year (FY) Ending June 30										
Expenditure Categories		2021 (base year)	2022	2023	2024	2025	2026	2027	2028	2029
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.										
Finance Code	Category (1)									
347	Physical Hazards	\$32,000	\$32,960	\$32,992	\$30,960	\$32,000	\$32,000	\$32,000	\$32,000	\$32,000
349	Other Hazardous Materials	\$24,600	\$22,000	\$22,000	\$22,000	\$22,000	\$22,660	\$22,660	\$23,366	\$23,366
352	Environmental Health and Safety Management	\$50,000	\$51,658	\$51,658	\$51,658	\$51,658	\$51,679	\$51,679	\$51,679	\$51,679
358	Asbestos Removal and Encapsulation	\$15,000	\$0	\$2,000	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$52,000	\$43,500	\$35,000	\$32,432	\$33,729	\$36,083	\$36,083	\$37,165	\$37,165
366	Indoor Air Quality	\$4,000	\$15,120	\$5,000	\$5,000	\$5,150	\$5,305	\$5,605	\$5,773	\$5,773
Total Health and Safety Capital Projects		\$177,600	\$165,238	\$148,650	\$142,050	\$144,537	\$147,727	\$148,027	\$149,983	\$149,983
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year										
Finance Code	Category (2)									
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Health and Safety Capital Projects \$100,000 or More		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151										
Finance Code	Category (3)									
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Remodeling for Approved Voluntary Pre-K Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Accessibility										
Finance Code	Category (4)									
367	Accessibility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Accessibility Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Deferred Capital Expenditures and Maintenance Projects										
Finance Code	Category (5)									
368	Building Envelope	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
369	Building Hardware and Equipment	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
370	Electrical	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
379	Interior Surfaces	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
380	Mechanical Systems	\$246,850	\$111,312	\$0	\$0	\$0	\$0	\$0	\$0	\$0
381	Plumbing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
382	Professional Services and Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
383	Roof Systems	\$0	\$0	\$307,400	\$0	\$0	\$0	\$0	\$0	\$0
384	Site Projects	\$0	\$175,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Deferred Capital Expense and Maintenance		\$276,850	\$286,312	\$307,400	\$0	\$0	\$0	\$0	\$0	\$0
Total Annual 10-Year Plan Expenditures		\$454,450	\$451,550	\$456,050	\$142,050	\$144,537	\$147,727	\$148,027	\$149,983	\$149,983
Information Only - Debt Service Payments On Bonds		\$460,550	\$464,950	\$460,950	\$781,068	\$778,963	\$779,321	\$781,921	\$783,630	\$784,356
Total Annual LTFM Expenditures/Required Levy with Debt Service		\$915,000	\$916,500	\$917,000	\$923,118	\$923,500	\$927,048	\$929,948	\$933,613	\$934,339
Fund Balance Section										
Fund 01										
	Beginning Fund Balance 01-467-XX	\$530,174	\$614,086	\$270,530	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue - Levy	\$915,000	\$916,500	\$917,000	\$923,118	\$923,500	\$927,048	\$929,948	\$933,613	\$934,339
	LTFM Fiscal Year Revenue - AID if Applicable	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT if applicable - Special Legislation FY 20 and FY 21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Estimated Fiscal Year Expenditures	\$831,088	\$1,260,056	\$1,187,530	\$923,118	\$923,500	\$927,048	\$929,948	\$933,613	\$934,339
Ending Fiscal Year Fund Balance 01-467-XX		\$614,086	\$270,530	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Fund 06										
	Beginning Fund Balance 06-467-XX	\$0	\$0	\$0	\$4,600,000	\$3,058,900	\$1,313,900	\$0	\$0	\$0
	LTFM Fiscal Year Bonded Revenue	\$0	\$0	\$4,800,000	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue Other	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	Other Transfers	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	LTFM Estimated Fiscal Year Expenditures	\$0	\$0	\$200,000	\$1,541,100	\$1,745,000	\$1,313,900	\$0	\$0	\$0
Ending Fiscal Year Fund Balance 06-467-XX		\$0	\$0	\$4,600,000	\$3,058,900	\$1,313,900	\$0	\$0	\$0	\$0

		Division of School Finance 1500 Highway 36 West Roseville, MN 55113-4266		ED - 02478-07	
Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minness					
District Info.		Enter Information			
District Name:	Intermediate District #287				
District Number:	287				
District Contact Name:	Mae L. Hawkins, Executive Director of Business Services				
Contact Phone #	763-550-7156				
Expenditure Categories		2030	2031	2032	2033
Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.					
Finance Code	Category (1)				
347	Physical Hazards	\$32,000	\$32,000	\$32,000	\$32,000
349	Other Hazardous Materials	\$24,067	\$24,067	\$24,789	\$24,789
352	Environmental Health and Safety Management	\$51,679	\$51,679	\$51,679	\$51,679
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0
363	Fire Safety	\$38,280	\$38,280	\$39,429	\$39,429
366	Indoor Air Quality	\$5,946	\$5,946	\$6,124	\$6,124
Total Health and Safety Capital Projects		\$151,972	\$151,972	\$154,021	\$154,021
Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year					
Finance Code	Category (2)				
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$0	\$0	\$0
366	Indoor Air Quality	\$0	\$0	\$0	\$0
Total Health and Safety Capital Projects \$100,000 or More		\$0	\$0	\$0	\$0
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151					
Finance Code	Category (3)				
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0	\$0	\$0	\$0
Total Remodeling for Approved Voluntary Pre-K Projects		\$0	\$0	\$0	\$0
Accessibility					
Finance Code	Category (4)				
367	Accessibility	\$0	\$0	\$0	\$0
Total Accessibility Projects		\$0	\$0	\$0	\$0
Deferred Capital Expenditures and Maintenance Projects					
Finance Code	Category (5)				
368	Building Envelope	\$0	\$0	\$0	\$0
369	Building Hardware and Equipment	\$0	\$0	\$0	\$0
370	Electrical	\$0	\$0	\$0	\$0
379	Interior Surfaces	\$0	\$0	\$0	\$0
380	Mechanical Systems	\$0	\$0	\$0	\$0
381	Plumbing	\$0	\$0	\$0	\$0
382	Professional Services and Salary	\$0	\$0	\$0	\$0
383	Roof Systems	\$0	\$0	\$0	\$0
384	Site Projects	\$0	\$0	\$0	\$0
Total Deferred Capital Expense and Maintenance		\$0	\$0	\$0	\$0
Total Annual 10-Year Plan Expenditures		\$151,972	\$151,972	\$154,021	\$154,021
Information Only - Debt Service Payments On Bonds		\$784,168	\$782,968	\$785,926	\$782,783
Total Annual LTFM Expenditures/Required Levy with Debt Service		\$936,140	\$934,940	\$939,947	\$936,804
Fund Balance Section					
Fund 01					
	Beginning Fund Balance 01-467-XX	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue - Levy	\$936,140	\$934,940	\$939,947	\$936,804
	LTFM Fiscal Year Revenue - AID if Applicable	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue Other	\$0	\$0	\$0	\$0
	LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0
	LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0
	LTFM Transfer OUT if applicable - Special Legislation FY 20 and FY 21	\$0	\$0	\$0	\$0
	LTFM Estimated Fiscal Year Expenditures	\$936,140	\$934,940	\$939,947	\$936,804
Ending Fiscal Year Fund Balance 01-467-XX		\$0	\$0	\$0	\$0
Fund 06					
	Beginning Fund Balance 06-467-XX	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Bonded Revenue	\$0	\$0	\$0	\$0
	LTFM Fiscal Year Revenue Other	\$0	\$0	\$0	\$0
	LTFM Transfer IN from Fund 01 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0
	LTFM Transfer OUT from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0
	Other Transfers	\$0	\$0	\$0	\$0
	LTFM Estimated Fiscal Year Expenditures	\$0	\$0	\$0	\$0
Ending Fiscal Year Fund Balance 06-467-XX		\$0	\$0	\$0	\$0

Long-Term Facilities Maintenance Expenditure Categories used in the Excel Spreadsheet Template

Category 1: Health and Safety Expenditures by Uniform Financial and Accounting Reporting Standards (UFARS) Finance Codes 347, 349, 352, 358, 363 and 366 (this section excludes project costs of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366).

projects for Fiscal Year (FY) 2022 and FY 2023. The later years can be a rough estimate. Fiscal 2021 is an estimate of what the **final** UFARS expenditures will be. Once the FY 2021 audited financial data is complete and final UFARS data has been submitted, enter the actual FY 2021 Health and Safety (H&S) expenditures on the Health and Safety Data Submission System. Category 1 excludes projects costing \$100,000 or more for asbestos removal or encapsulation, fire safety, and indoor air quality as they are entered under Category 2 as listed below. Also enter FY 2021, FY 2022 and FY 2023 totals per finance code in the Health and Safety Data Submission on the Minnesota Department of Education (MDE) website (MDE homepage > Districts, Schools and Educators > Business and Finance > Data Submissions, then select the Health and Safety category) so that harmless revenue calculates properly on the levy.

Category 2: Health and Safety Expenditures by UFARS Finance Code for Asbestos Removal and Encapsulation, Fire Safety and Indoor Air Quality projects costing \$100,000 or more per Project, per Site, per Year.

A district enters totals by finance code for individual projects that cost \$100,000 or more per site, per year for asbestos removal and encapsulation, fire safety, or indoor air quality as they generate additional revenue. Also, enter FY 2021, FY 2022 and FY 2023 H&S projects costing \$100,000 or more **on a separate line** in the Health and Safety Data Submission System on the MDE website (the project description should include the site name and whether it is financed by “pay-as-you-go” or bonded dollars).

Category 3: Remodeling for Approved Voluntary Prekindergarten (VPK) Program

If the district has an approved VPK program include planned expenditures for remodeling projects.

Category 4: Americans with Disabilities Act (ADA) Accessibility Projects

Enter approved project costs to increase accessibility to school facilities. The project shall conform to both the district’s ADA/Section 504 disabled access transition plan and the current ADA Accessibility Guidelines for Buildings and Facilities, as well as applicable state and local building and fire codes.

Category 5: Deferred Maintenance Projects by UFARS Finance Code.

Facility deferred maintenance projects are broken into nine finance codes. Each code represents a component grouping of a building designed to ease assignment of a project into the proper code. The code breakdown is also meaningful for comparison of costs among school districts and to the Minnesota legislature to assess school facility costs and the ongoing need for facility funding.

Additional Documentation

Category 2 Asbestos Removal and Encapsulation, Fire Safety and Indoor Air Projects \$100,000 or over per Project, per Site, per Year

For districts with asbestos removal and encapsulation, fire safety and indoor air quality projects costing \$100,000 or more per project, per site, per year for FY 2022 or FY 2023 the ten-year plan includes a narrative describing the scope and cost of the project in greater detail. Individual project approval is required as these projects generate additional revenue.

- a. For **asbestos removal and encapsulation projects**, give a description of the type and amount of asbestos and the scope of the project including an engineer or contractor estimate of the cost -*narrative from contractor/professional engineer*.
- b. For **fire safety projects**, include a project description and an estimate of the cost *from the professional engineer*. If a building permit has been pulled for other school construction projects, the building inspector has jurisdiction over the review of the fire suppression rework, but the State Fire Marshal should be contacted for final review and approval; otherwise, the fire suppression rework requires an order from the state fire marshal, schools division. If replacing a fire alarm system which is inoperable, **submit State Fire Marshal orders to substantiate**.
- c. For **indoor air quality projects**, describe which American Society of Heating, Refrigerating, and Air-Conditioning Engineers (ASHRAE) Indoor Air Quality (IAQ) standards are not being met and indicate how the project will result in meeting ASHRAE standards and include an estimate of cost from the project engineer. Also, include a floor plan to reflect classrooms affected and a report listing cubic feet per minute (CFM) ratings - *narrative from professional engineer*.

Category 3 Approved Voluntary Prekindergarten (VPK) Program - Remodeling Costs

For districts with an approved voluntary prekindergarten program under section 124D.151, a narrative describing the project to remodel existing instructional space to accommodate kindergarten instruction. In the narrative, describe the square footage and use of the existing instructional space, changes to be made to the facility, and the final square footage and features of the prekindergarten instructional space, for example, bathroom space, play area, and small group instruction space. This narrative may be the same narrative submitted to MDE as part of the application to obtain approval for the voluntary prekindergarten program under section 124D.151.

Category 5 Deferred Maintenance Projects costing \$2,000,000 per Project, per Site, per Year

For districts with deferred maintenance projects for FY 2022 or FY 2023 costing \$2,000,000 or more per project, per site, per year, a narrative describing each project in greater detail is required. In the narrative, discuss the deferred capital and maintenance criteria that make the project eligible for Long-Term facilities maintenance revenue and the work necessary to prevent further erosion of facilities. Describe the scope of work in sufficient detail to indicate the change in condition of the facility and provide an indication of the improvement to useful life. Indicate the level of deferred maintenance work needed for the facility before and after the project will be completed. Include an architect or consultant cost estimate detailing categories of work and associated cost including an estimate of fees - *narrative from professional engineer/architect*.

Updating the Health and Safety Database

The Minnesota Department of Education (MDE) will continue to use the existing Health and Safety (H&S) database (located on the MDE website under MDE > Districts, Schools and Educators > Business and Finance > Data Submissions, select Health and Safety) to drive levy processing for fall levies. Districts enter summary data by finance code, consistent with the summary data for Fiscal Year (FY) 2021, FY 2022 and FY 2023 included on the district's ten-year plan expenditure spreadsheet. Detailed information by project will still be required for asbestos removal and encapsulation, fire safety and indoor air quality projects costing \$100,000 or more per project, per site, per year since those generate additional revenue over and above the Long-Term Facilities Maintenance (LTFM) formula allowance. Do not enter information for deferred maintenance or accessibility finance codes. The Health and Safety amounts provide an accurate calculation of the hold harmless revenue estimate on the levy and aid entitlement reports, and either add to revenue or show complete information for persons who seek levy information.

When comfortable with data and assumptions, a district should **enter the total health and safety cost from the expenditure spreadsheet in the hold harmless section of the revenue spreadsheet and the Health and Safety Data Submission System**. Hold harmless revenue depends on the year's H&S costs plus deferred maintenance revenue for districts that did not qualify for alternative facilities revenue. Hold harmless for an alternative facilities school district is health and safety plus an amount to fund the other ten-year plan projects. For FY 2021 and later, MDE is asking school districts to enter **totals by finance code** from the expenditure spreadsheet in the **Health and Safety Data Submission System** (instructions on how to enter H&S data on the data submissions website may be found on the LTFM webpage under MDE > Districts, Schools and Educators > Business and Finance > School Finance > Facilities and Technology > Long-Term Facilities Maintenance, then select "Health and Safety Website Instructions" (these instructions may also be found on the Health and Safety Data Submission System). MDE uses the submission system to load the prior law calculation H&S amount into the Levy Limitation and Certification system and LTFM Aid Entitlement system. Without this step, the levy shows zero in the health and safety line under the old law revenue and the calculation is inaccurate. An alternative facilities school district should not include the amount in both the Health and Safety Data Submission System and in the revenue amount entered for deferred maintenance ten-year plan projects levy as the H&S levy will be doubled. In the Health and Safety Data Submission System, enter the H&S finance totals, six in all (if all are included in the ten-year planned projects) from the expenditure spreadsheet plus separately enter each individual project (asbestos removal and encapsulation, fire safety or indoor air quality) costing \$100,000 or

Note: School Districts should continue to update H&S expenditures in the Health and Safety Data Submission system on a regular basis to accurately cost estimate decreases or increases for applicable fiscal years.

Make sure to update the system for final, audited UFARS H&S financial data (reference the 20-21 UFARS Turnaround Report titled **Expenditure by Finance Code Report** on the Minnesota Funding Reports (MFR) webpage located at Data Center > Data Reports and Analytics, locate the School Finance Reports section, select Minnesota Funding Reports (MFR). Enter your school name, view all reports, select UFARS Turnaround Reports category, select 20-21 school year, under Report select "All" and then List Reports.

Long-Term Facilities Maintenance

Scenario	Project Description
A - Fund 01	Project(s) between \$100,000 to \$1,999,999 per site for finance codes 358, 363 and 366 funded on a pay as you go basis with excess funds remaining.
B - Fund 06	Project(s) \$2 million or more per site for Finance Codes 358, 363 and 366, funded with pay as you go (no debt issued) project is completed with excess funds remaining.
C - Fund 06	Project(s) between \$100,000 to \$1,999,999 per site for Finance Codes 358, 363 and 366, funded with debt, with excess funds remaining.

D - Fund 06	Project(s) \$2,000,000 or more per site for Finance Codes 358, 363 and 366, funded with debt with excess funds remaining.
E - Fund 01	Funding in Fund 01 has accumulated over time providing for a project over \$2 million per site.
F - Fund 06	Project(s) \$2 million or more per site funded with pay as you go (no debt issued), project is completed with excess funds remaining.

G - Fund 06	Project(s) under \$2 million per site funded with debt issued, project is completed with excess funds remaining.
H - Fund 06	Project(s) \$2 million or more per site funded with debt, project is completed with excess funds remaining.
Long-Term Facilities Maintenance Guide for Transfers	
end of worksheet	

ce (LTFM) Fund Transfers as of 12/29/16

Conclusion	Minnesota Statutes	Funds
No fund transfer required. MDE will adjust revenues based on the lesser of actual expenditures or approved costs.	123B.595 (reserve)	
Funds must be transferred from Fund 01 to Fund 06 in the amount of the payments for the project. At the completion of the project any amount that was transferred in excess of expenditures must be returned to Fund 01. MDE will adjust revenues in the general fund based on the lesser of final expenditures or approved costs.	123B.595 (reserve)	1 to 6 to 1
At the conclusion of the project, if the district does not have further approved LTFM projects in Finance Codes 358, 363, and 366 that can be funded under the language of the bond issue, the district should transfer the excess funds from Fund 06 to Fund 07. Districts with additional approved LTFM projects in Finance Codes 358, 363 or 366 that can be funded under the language of the bond issue should retain the excess in the LTFM Restricted/Reserved Balance Sheet Account 467, Fund 06 and incorporate the excess funds into the calculation of the next LTFM bond issue for Finance Codes 358, 363 and 366. LTFM revenue is computed based on actual debt service payments.	475.61 (transfer)	6 to 7

At the conclusion of the project, if the district does not have further approved LTFM projects in finance codes 358, 363, and 366 that can be funded under the language of the bond issue, the district should transfer the excess funds from Fund 06 to Fund 07. Districts with additional approved LTFM projects in finance codes 358, 363 or 366 that can be funded under the language of the bond issue should retain the excess in the LTFM Restricted/Reserved 467 Fund 06 and incorporate the excess funds into the calculation of the next LTFM bond issue for finance codes 358, 363 and 366. LTFM revenue is computed based on actual debt service payments.	475.61 (transfer)	6 to 7
Funds must be transferred from Fund 01 to Fund 06 in the amount of the payments for the projects. At the completion of the project any amount that was transferred in excess of final expenditures must be returned to Fund 01.	123B.595 (reserve)	1 to 6 to 1
Funds must be transferred from Fund 01 to Fund 06 in the amount of the payments for the projects. At the completion of the project any amount that was transferred in excess of final expenditures must be returned to Fund 01.	123B.595 or MN Laws 2015, 1st SS, Ch 3, Art 7, Sec 19	1 to 6 to 1

At the conclusion of the project, if the district does not have further approved LTFM projects that can be funded under the language of the bond issue, the district should transfer the excess funds from Fund 06 to Fund 07. Districts with additional approved LTFM projects that can be funded under the language of the bond issue should retain the excess in the LTFM Restricted/Reserved Balance Sheet Account 467, Fund 06 and incorporate the excess funds into the calculation of the next LTFM bond issue. LTFM revenue is computed based on actual debt service payments.	123B.595 (reserve) or 475.61 (transfer), 475.65	6 to 7
At the conclusion of the project, if the district does not have further approved LTFM projects that can be funded under the language of the bond issue, the district should transfer the excess funds from Fund 06 to Fund 07. Districts with additional approved LTFM projects that can be funded under the language of the bond issue should retain the excess in the LTFM Restricted/Reserved Balance Sheet Account 467, Fund 06 and incorporate the excess funds into the calculation of the next LTFM bond issue. LTFM revenue is computed based on actual debt service payments.	123B.595 (reserve) or 475.61 (transfer), 475.65	6 to 7

RESTRICTED GRID CODES			
Program Code(s)	Finance Codes	Object Code	Source Code
865 and 867	358, 363 and 366	910	649
866	358, 363 & 366	910	649

867	358, 363 and 366	910	649
Fund 01-865 867	Fund 06- All Finance Codes, except 358, 363 and 366	910	649
867	All Finance Codes, except 358, 363 and 366	910	649

865	All Finance Codes, except 358, 363 and 366	910	649
867	All Finance Codes, except 358, 363 and 366	910	649

Journal Entry
No Entry Required
<p>Entry 1:</p> <p>Debit Expense 01-005-865-3XX-910-000</p> <p>Credit Revenue 06-005-867-000-649-000</p> <p>Correcting Entry to Return Funds:</p> <p>Debit Revenue 06-005-867-000-649-000</p> <p>Credit Expense 01-005-865-3XX-910-000</p>
<p>Debit Expense 06-005-866-3XX-910-000</p> <p>Credit Revenue 07-005-000-000-649-000</p>

Debit Expense 06-005-867-3XX-910-000
Credit Revenue 07-005-000-000-649-000

Entry 1:

Debit Expense 01-005-865-3XX-910-000
Credit Revenue 06-005-867-000-649-000

Correcting Entry to Return Funds:

Debit Revenue 06-005-867-000-649-000
Credit Expense 01-005-865-3XX-910-000

Entry 1:

Debit Expense 01-005-865-3XX-910-000
Credit Revenue 06-005-867-000-649-000

Correcting Entry to Return Funds:

Debit Revenue 06-005-867-000-649-000
Credit Expense 01-005-865-3XX-910-000

Debit Expense 06-005-865-3XX-910-000
Credit Revenue 07-005-000-000-649-000

Debit Expense 06-005-865-3XX-910-000
Credit Revenue 07-005-000-000-649-000

General Information and Instructions: Please read the **Instructions for Completion** on the **Instructions** tab before completing this report.

District Name:	Name of Person Completing this Report:	Title:		
Intermediate District #287	Mae L Hawkins	Executive Director of Business Services		
Telephone Number:	Email Address:			Date Submitted:
763-550-7156	mlhawkins@district287.org			7/31/2022

Long-Term Facilities Maintenance (LTFM) Revenue amounts to be Allocated to member School Districts for Fiscal Year (FY) 2024

[illegible]

Notes - Allocation method agreed to by member districts:

Long-Term Facilities Maintenance Revenue Allocation (ED-02479-07)

Instructions for Completion

General Information:

Minnesota Statutes, section 123B.595, subdivision 3 (Long-Term Facilities Maintenance Revenue) states:

Subdivision 3. Intermediate districts and other cooperative units .

Upon approval through the adoption of a resolution by each member district school board of an intermediate district or other cooperative units under Minnesota Statutes, section 123A.24, subdivision 2, and the approval of the commissioner of education, a school district may include in its authority under this section a proportionate share of the Long-Term Facilities Maintenance (LTFM) costs of the intermediate district or cooperative unit. The cooperative unit may issue bonds to finance the project costs or levy for the costs, using LTFM revenue transferred from member districts to make debt service payments or pay project costs. Authority under this subdivision is in addition to the authority for individual district projects under subdivision 1.

The LTFM revenue in cell H12 (Number 3 - Total revenue amounts to allocate) should match the sum of expenditures on Line 48 of the LTFM Application – Ten Year Expenditure spreadsheet on the MDE website. ***If LTFM bonding is planned, a preliminary bond schedule should also be attached*** . Detail revenue totals at the bottom of the spreadsheet should also agree with lines numbered (1 - cell H10) and (2 - cell H11). Please provide method of allocation (ex. ANTC, pupil units, etc) agreed to by member districts in the notes section at the bottom of the spreadsheet. Note that for districts planning to issue bonds, the responsibilities of member districts regarding long-term obligations should be specified in the cooperative agreement when joining or leaving the cooperative/intermediate district.

A copy of the completed report should be mailed to the address below along with the member school district board resolutions and proposed bond schedule if applicable . The electronic "actual" Excel copy of the LTFM ten-year expenditure spreadsheet should also be emailed to the web address shown below. If a revised report is prepared, clearly mark the report as revised, update the completion date, and email the revised spreadsheet.

Minnesota Department of Education
Division of Program Finance
1500 Highway 36 West
Roseville, MN 55113-4266
mde.facilities@state.mn.us

If you have any questions after reading these instructions, please call the Minnesota Department of Education, Division of School Finance at 651-582-8566 or email mde.facilities@state.mn.us. Copies of the "Long-Term Facilities Maintenance Cooperative Allocation Worksheet" are available on the LTFM webpage under MDE > Districts, Schools and Educators > Business and Finance > School Finance > Facilities and Technology > Long-Term Facilities Maintenance.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

Subject: Renewal of Group Medical and Dental Coverage

(Recommended by the superintendent)

That the board of education approve the recommendation of the District Insurance Advisory Committee to continue a self-funded health insurance plan with Preferred One as the third party administrator for the program along with Maxor, its current Pharmacy Benefit Manager (PBM). It is also recommended that Delta Dental continue as the third party administrator for the dental plan.

It is further recommended that the monthly rates and deductibles for the plans increase as follows:

<u>Health Plan Rates (monthly)</u>	<u>2021-2022</u>	<u>2022-2023</u>
Plan A		
Single	\$686.14	\$760.00
Family	\$1,671.36	\$1,850.00
Plan B		
Single	\$559.32	\$620.00
Family	\$1,362.42	\$1,510.00
<u>Health Plan Deductibles</u>	<u>2021-2022</u>	<u>2022-2023</u>
Plan A		
Single	\$1,450.00	\$2,700.00
Family	\$2,900.00	\$5,400.00
Plan B		
Single	\$2,700.00	\$4,000.00
Family	\$5,400.00	\$8,000.00
<u>Dental Plan Rates (monthly)</u>	<u>2021-2022</u>	<u>2022-2023</u>
Single	\$59.00	\$59.00
Family	\$70.66	\$70.66

Background Information

(Prepared by Craig Holje)

The District completed a review of projected costs to the district self-funded insurance plans for medical and dental benefits on Wednesday, March 16, 2022. As part of this review the District Insurance Advisory Committee is recommending that the premium rate contribution for the medical plans be established at the rates identified above which represent a 10-11% overall increase. Additionally, the committee recommended the above identified adjustments for the deductible and maximum out of pocket limits in order to ensure appropriate funding for the program. The District completed a formal Health Insurance Transparency (HITA) request for proposals last year and is recommending continuing with the current providers of PreferredOne as third-party administrator for the medical plan and Maxor as the Pharmacy Benefit Manager.

The District has seen a significant increase in a claims and as a result has begun spending down portions of its fund balance in the self-funded program. With this increase in claims, however, there is a need to provide additional revenue for the fund or reduce costs. The Insurance Advisory Committee's proposal merges both strategies as a way to offset part of the premium increase with an increase in deductible. Relying solely on premium increases to achieve target funding would require a 16% increase in premium across all plans with the proposed rates inclusive of the plan design changes averaging between 10-11%.

Current year dental claims are expected to increase slightly and administrative fees will remain at \$4.47 per employee per month with an overall expense of \$3,422 or 0.65% above our current funding levels. The dental plan currently has funding for approximately 4.5 months of claims. It is anticipated that this reserve will decline slightly in 2022-2023, but no increase in rates is necessary to maintain appropriate funding levels. The committee recommended remaining with Delta Dental for administration and maintaining current rates.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

Subject: Resolution Appointing OneBridge Benefits as third party administrator and Washington Trust Bank as trustee for VEBA trust and health reimbursement arrangement plans.

(Recommended by the superintendent)

That the board of education approve the attached resolution removing Matrix Trust Company and Further and appointing OneBridge Benefits Inc., as third party administrator, and Washington Trust Bank, as trustee, for custody and administration of the plan sponsor's VEBA trust and health reimbursement arrangement plans, effective as of July 1, 2022; and authorizing the administration to take actions necessary to facilitate this transition.

Background Information

(Prepared by Craig Holje)

The District has received notice from Further, its current third party administrator, that it will no longer be providing servicing for Health Reimbursement Accounts due to an acquisition by another provider. The District participated in a collaborative review of providers, in coordination with our district benefits consultants, and has selected OneBridge Benefits to provide said services. OneBridge partners with Washington Trust Bank in administration and investments of these accounts.

**INDEPENDENT SCHOOL DISTRICT #280
RICHFIELD PUBLIC SCHOOLS
Richfield, Minnesota
“Plan Sponsor”**

**RESOLUTION DESIGNATING
ONEBRIDGE BENEFITS INC. AS THIRD PARTY ADMINISTRATOR
AND WASHINGTON TRUST BANK AS TRUSTEE**

WHEREAS, a meeting of the Governing Body of the Plan Sponsor was properly noticed and held during which the following resolutions were passed:

RESOLVED, that the Governing Body of the Plan Sponsor approves the removal of Matrix Trust Company and Further and the engagement and appointment of OneBridge Benefits Inc., as third party administrator, and Washington Trust Bank, as trustee, for custody and administration of the Plan Sponsor’s VEBA trust and health reimbursement arrangement plans, effective as of July 1, 2022; and

FURTHER RESOLVED, the Governing Body grants authority to its authorized officers and representatives to take all action reasonable and necessary to effect the removal of Matrix Trust Company and Further and the transition of services, data, and plan assets to OneBridge Benefits Inc. and Washington Trust Bank.

IN WITNESS WHEREOF, the Plan Sponsor has caused these resolutions to be executed by a duly authorized representative of the Plan Sponsor.

Signature: _____

Name:

Title:

Date:

NEW BUSINESS – FOR ACTION

Agenda Item VI.G.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

Subject: Polling Places for 2022

(Recommended by the superintendent)

That the board of education approve the amended resolution designating polling places for 2022. The board approved a resolution on December 20, 2021 designating polling places for the upcoming year, as is required by statute. Since then, the City of Richfield has undergone a redistricting of voting precincts. The amended resolution does not include any school buildings as polling places for 2022.

Attachments:

Amended Resolution Designating Polling Places for 2022

AMENDED RESOLUTION DESIGNATING POLLING PLACES FOR 2022

WHEREAS, Minnesota Statute 204B.16, subd.1 requires Richfield Public Schools, by ordinance or resolution, to designate polling places for the upcoming year; and

WHEREAS, changes to the polling places locations may be made at least 90 days before the next election if one or more of the authorized polling places becomes unavailable for use; and

WHEREAS, changes to the polling place locations may be made in the case of an emergency when it is necessary to ensure a safe and secure location for voting; and

NOW, THEREFORE, BE IT RESOLVED, Richfield Public Schools hereby designates the following polling places for elections conducted in the city as well as residents in non-Richfield precincts in 2022;

<u>Precinct No. 1</u> <u>Edina Precincts 8, 9, 15, 16</u>	Church of Peace 6345 Xerxes Ave.
<u>Precinct No. 2</u> <u>Edina Precinct 14</u>	St. Richard's Catholic Church 7540 Penn Avenue
<u>Precinct No. 3</u>	Woodlake Lutheran Church 2120 W. 76 th St.
<u>Precinct No. 4</u>	St. Peter's Catholic Church 6730 Nicollet Ave.
<u>Precinct No. 5</u>	Richfield Community Center 7000 Nicollet Ave.
<u>Precinct No. 6</u>	Bethel's Rock Church 7601 Girard Ave.
<u>Precinct No. 7</u> <u>Fort Snelling Precinct 1</u>	Mt. Calvary Education Building 6541 16 th Ave.
<u>Precinct No. 8</u>	Hope Presbyterian Education Facility 7132 Portland Ave.
<u>Precinct No. 9</u>	House of Prayer 7625 Chicago Ave.

NOW, THEREFORE, BE IT RESOLVED by Richfield Public Schools that the nine locations listed above are the designated 2022 polling locations in Richfield.

Adopted by Richfield Public Schools this 18th day of April, 2022.

ATTEST:

Allegra Smisek, Board Clerk

Timothy Pollis, Board Chair

NEW BUSINESS - FOR ACTION

Agenda Item VI.H.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 18, 2022

Subject: Donations

(Recommended by the superintendent)

That the board of education accept the following donations with gratitude.

Sheridan Hills Elementary School received a donation of \$100.20 from Box Tops for Education.

Sheridan Hills Elementary School received donations totaling \$35.00 through Charities Aid Foundation of America.

The RHS Media Center received a donation of \$750.00 from the Assistance League of Minneapolis – St. Paul for Spanish-language books.

RDLS received a donation in the amount of \$40 from Camea Graham of Bloomington for field trips.