

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*

If you require a reasonable accommodation in order to attend the board meeting or view the livestream, please contact Interim Board Secretary Laura Otterness at laura.otterness@rpsmn.org or 612-798-6084 at least 24 hours before the meeting.

Monday, August 15, 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. Presentation of Spartan Foundation Scholarship Funds
2. Summer School Review
3. Crisis Management Audit Report

IV. CONSENT AGENDA

A. Routine Matters

1. Minutes of the regular meeting held August 1, 2022
2. General Disbursements as of 8/9/22 in the amount of \$3,989,029.21

B. Personnel Items

V. OLD BUSINESS

A. Policy 104: Drug-Free Workplace/Drug-Free School

B. Policy 805: Disposition of Obsolete Equipment and Material

VI. NEW BUSINESS

A. Policy 782: Environmental Health and Safety Standards & Administrative Guideline 782.1

B. Workers Compensation Insurance Report

C. Donations

VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Future Meeting Dates

*Tuesday, 9-6-2022	7 p.m.	Regular Board Meeting
9-19-2022	7 p.m.	Regular Board Meeting – Public Comment

D. Suggested/Future Agenda Items

VIII. CLOSED SESSION AS ALLOWED BY MINNESOTA STATUTE 13D.05 FOR
LABOR NEGOTIATIONS STRATEGY

IX. REOPEN MEETING

X. ADJOURN REGULAR MEETING

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

Agenda Item III.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, June 27, 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
D.O.:	District Office
ECSE:	Early Childhood Special Education
ESY:	Extended School Year
EL or ELL:	English Learner or English Language Learner
FAFSA:	Free Application for Federal Student Aid
FFVP:	Fresh Fruit and Vegetable Program
F/R or FRP:	Free/Reduced or Free and Reduced Price (usually referring to eligible students)
HHM:	Homeless/Highly Mobile
HR:	Human Resources
IEP:	Individualized Education Plan
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
NSBA:	National School Boards' Association
NSPRA:	National School Public Relations Association
NWEA-MAP	Northwest Evaluation Association – Measures of Academic Progress
OSHA:	Occupational Safety and Health Administration
OW:	Outreach Worker
PD:	Professional Development
PLC:	Peer Learning Community
POS:	Point of Sale
Q Comp:	Alternative Teacher Professional Pay System
RCEP:	Richfield College Experience Program
RDLS:	Richfield Dual Language School
RFP:	Request for Proposal
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
T&L:	Teaching & Learning
VEBA:	Voluntary Employees' Beneficiary Association
VPK:	Voluntary PreKindergarten
YTD:	Year-to-Date

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 American: 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%

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

Agenda Item III.B.1.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, August 15, 2022

Subject: Spartan Foundation Scholarship

Since the Richfield Spartan Foundation was founded in 1990, they have provided generous contributions to Richfield Public Schools and the community of Richfield. These funds have gone toward equipment for athletics and performing arts as well as sponsorships for Richfield students to participate in activities and scholarships for students with outstanding achievements. Since 2016, the Spartan Foundation has typically funded 25 student scholarships annually.

We welcome the Executive Committee of the Richfield Spartan Foundation Board to present the 2022 scholarship check tonight.

The 2022 scholarship recipients are as follows:

Athena Award (Outstanding senior female athlete)
Maya Burkstrand

Tom Spooner Award (Outstanding senior male athlete)
Henry Schaefer

Top Scholar Award (Academic top 10%, leadership, community involvement)
Bridget Foley
Helen Dombrock

Against All Odds Scholarship (Perseverance & determination through adversity)
Belen Ayala
Eris Fleitman
Christopher Flores (Bill Davis Scholarship)
Rachelle Herrmann (Steve Grindelund Scholarship)
Laura Hosar
Jose Lara-Bolanos
Hannia Pasten Diaz (First Generation Scholarship)
Jose Rodriguez Dominguez (Technical/Community College Scholarship)
Angel Sanchez
Carmen Vasquez Galicia (First Generation Scholarship)

Russ Schuveiller Scholarship (Outstanding athlete, scholar, and leader)
Cristina Furness Rubio
Dane Hanks

Bob Tripanier Scholarship (Dedication to RHS community)
Madalyn Hintermeister

Athletic Scholarship (Top athlete and school leader)
Tyler Jake
Bryce Joerger
Corrina Jones

Desmond Family Scholarship (To attend Normandale Community College)
Justin Glass

Karnas Family Scholarship (Team-oriented player of softball or baseball)
Sydney Colbert

Kron Family Scholarship (To continue athletic career in college)
Roberto Narvaez Ortiz

Luth Family Scholarship (To attend a 2-year technical college)
Mauricio Vergara Quiroz

Jenny Sandahl Scholarship (Makes a difference in the lives of others)
Sophia Hardy

Enriching and accelerating learning

R

RICHFIELD
PUBLIC SCHOOLS

Summer Programs 2022

Enriqueciendo y acelerando el aprendizaje



RICHFIELD
PUBLIC SCHOOLS

AGENDA

- Summer Programming Mission and Vision
- Gratitude
- Program & Site Specific Data
 - Enrollment
 - Programming
 - Community Partners (if applicable)
 - Student Achievement (if available)
- Reflections and Questions

Mission and Vision

Richfield Public Schools:

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

Summer Programming:

Creating opportunities for students to make deep connections with peers and caring adults while meeting students' academic and social emotional needs in a fun, safe and responsive environment.

Gratitude



RICHFIELD
PUBLIC SCHOOLS

A word cloud featuring various roles and groups associated with the school community. The words are arranged in a circular pattern, with some words being larger and more prominent than others. The words include:

- district
- BEACONS
- Works
- teachers
- STEM
- Parents
- Students
- Education
- DELORES
- Community
- paras
- food
- cooks
- workers
- School
- bus
- service
- Custodians
- Camp
- drivers
- RMS
- Summer
- Spartan
- Outreach

Richfield Summer Programs



RICHFIELD
PUBLIC SCHOOLS

Elementary
Grades 1-5
STEM

Middle
School
Grades 6-8
RMS

ESY
Grades
Pre K -12+
STEM/RMS/
SEC

Spartan
Camp
Grade 9
RHS

Credit
Recovery
Grade 10-12
RHS

Most programs ran for 4 weeks. Two weeks in June and two weeks in July with the 4th of July week off.



Summer Programming Enrollment

Elementary (rising 1st-5th)	389 (- 26 ESY)
Middle School (rising 6th-8th)	119 (- 5 ESY)
Extended School Year (ESY)	116 - K to 21 30 - ECSE
Spartan Camp (rising 9th)	20
Credit Recovery (rising 10th-12th)	95
Total Students	738

Elementary Enrollment Demographics



RICHFIELD
PUBLIC SCHOOLS

Elementary
Grades 1-5
STEM

Total Enrollment	389
Average Daily Attendance	78.5%
American Indian	0.5%
Asian	4.9%
Black	17.7%
Hawaiian Pacific Islander	-
Hispanic	56.8%
Two or more	3.2%
White, Non-Hispanic	16.9%

Curriculum Priorities

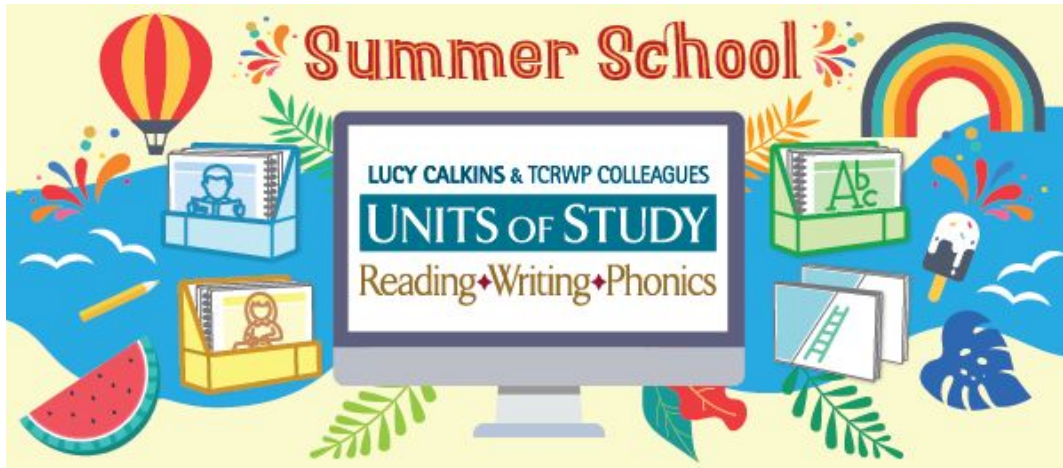
- Developing a community of readers, writers, and mathematicians
- Fostering motivation and engagement
- Using texts and materials that serve as windows and mirrors for students
- Building foundational skills
- Using explicit instruction
- Fostering independent learning

Elementary Curriculum



RICHFIELD
PUBLIC SCHOOLS

Literacy: Teachers College Reading and Writing Project Summer School Curriculum

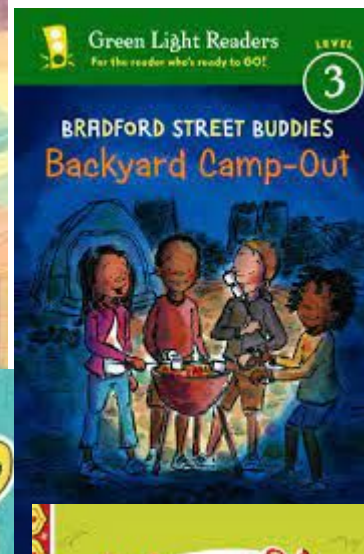


Windows and Mirrors

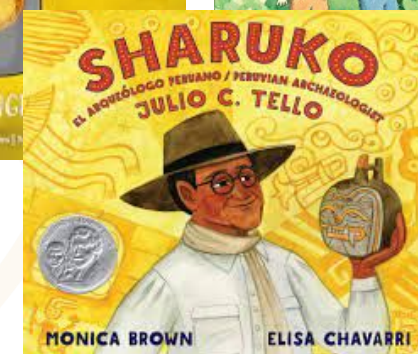
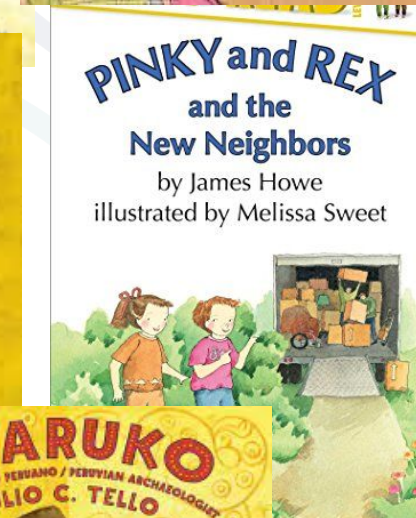
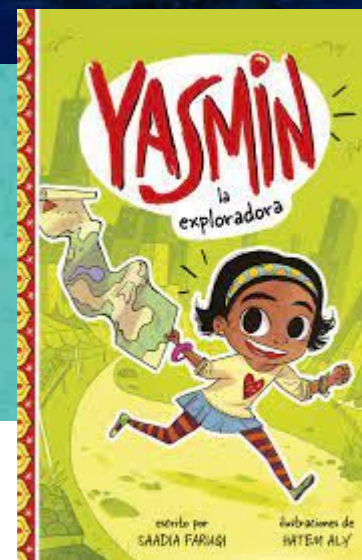
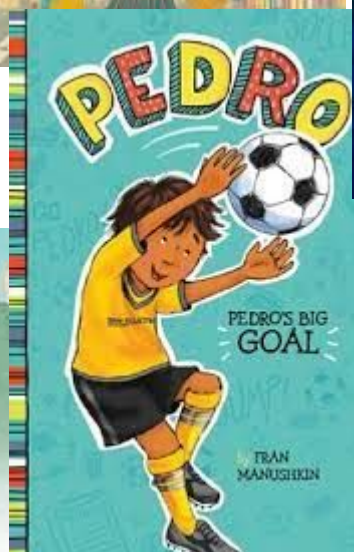
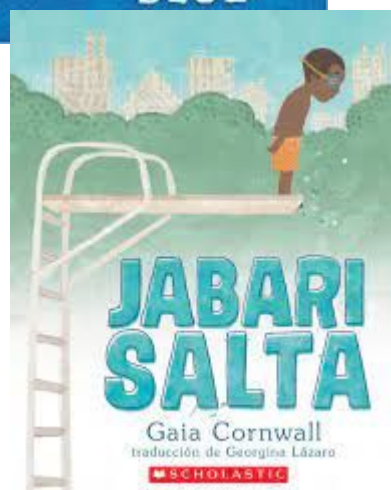
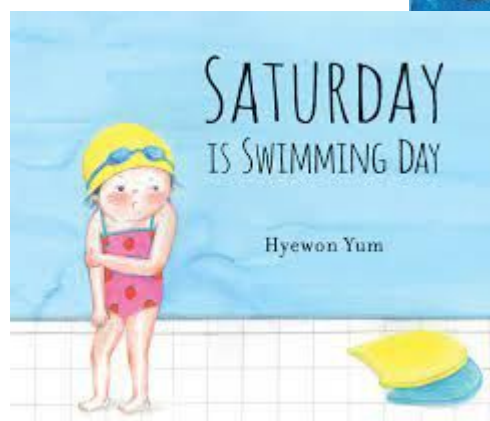
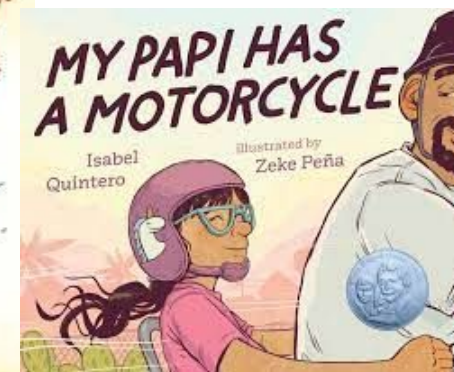
[\(Link to all titles\)](#)



RICHFIELD
PUBLIC SCHOOLS



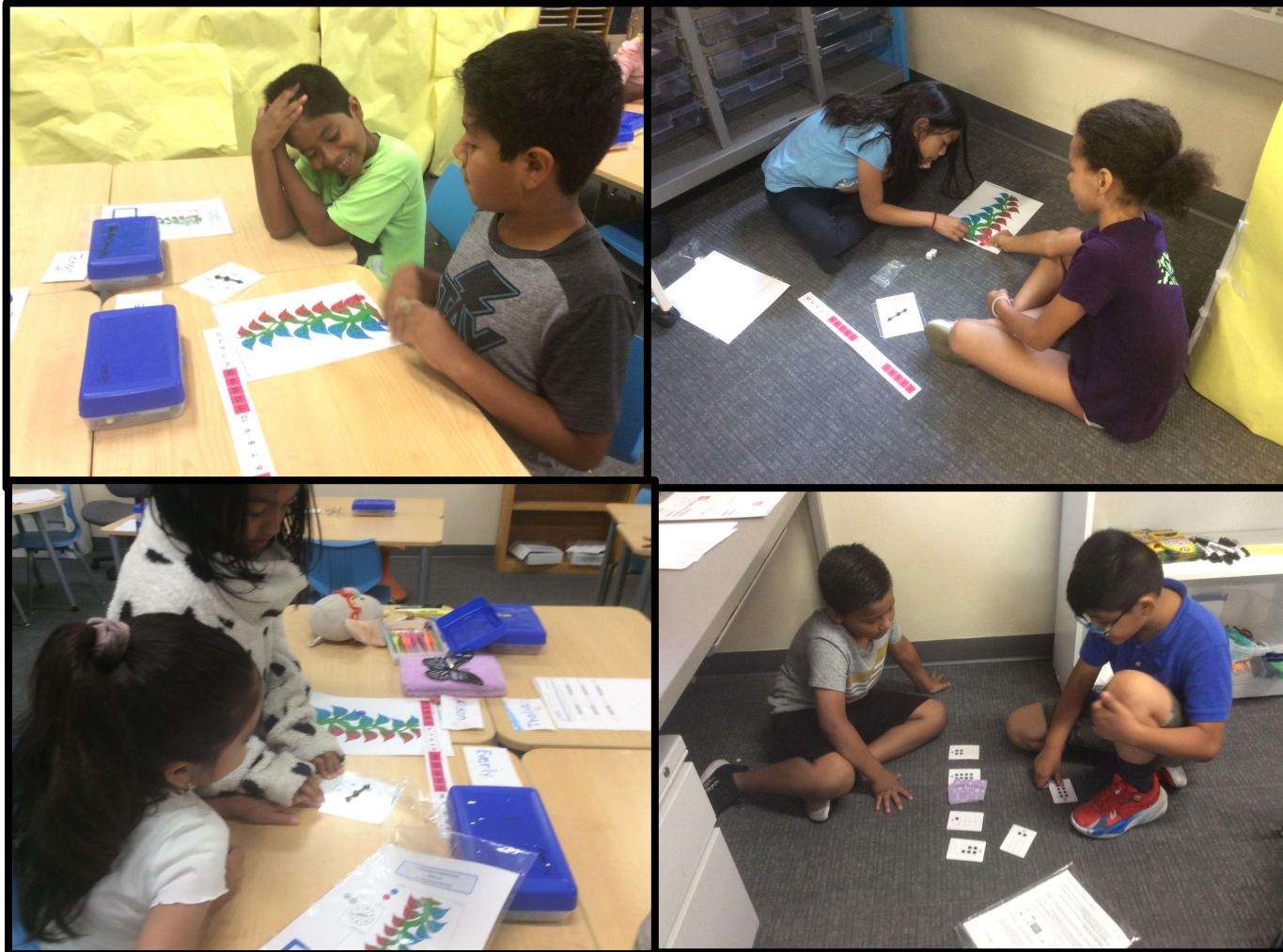
Book cover for 'Lighter than Air' by Sophie Blanchard, the First Woman Pilot. The cover features a woman in a basket suspended from a large, colorful parachute, floating in the sky. The title is in a cursive font.



Elementary Curriculum



RICHFIELD
PUBLIC SCHOOLS



Math: Bridges Intervention





Elementary Math Coaching

One math coach and two math interventionists partnered with classroom teachers throughout the summer to support implementation of the summer school curriculum and the use of best practices in math instruction.

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

Community Partners



RICHFIELD
PUBLIC SCHOOLS

Elementary
Grades 1-5
STEM

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

Art, Music, Drumming, Gardening, Tennis, Soccer, Creative Writing, Photography, T-ball, Technology.

BEACONS:

After school programming focusing on student interests, fun, social emotional learning, and community building.

Canopy Mental Health and Consulting:

Group sessions where students had opportunities to connect, develop resilience, and work on SEL skills.

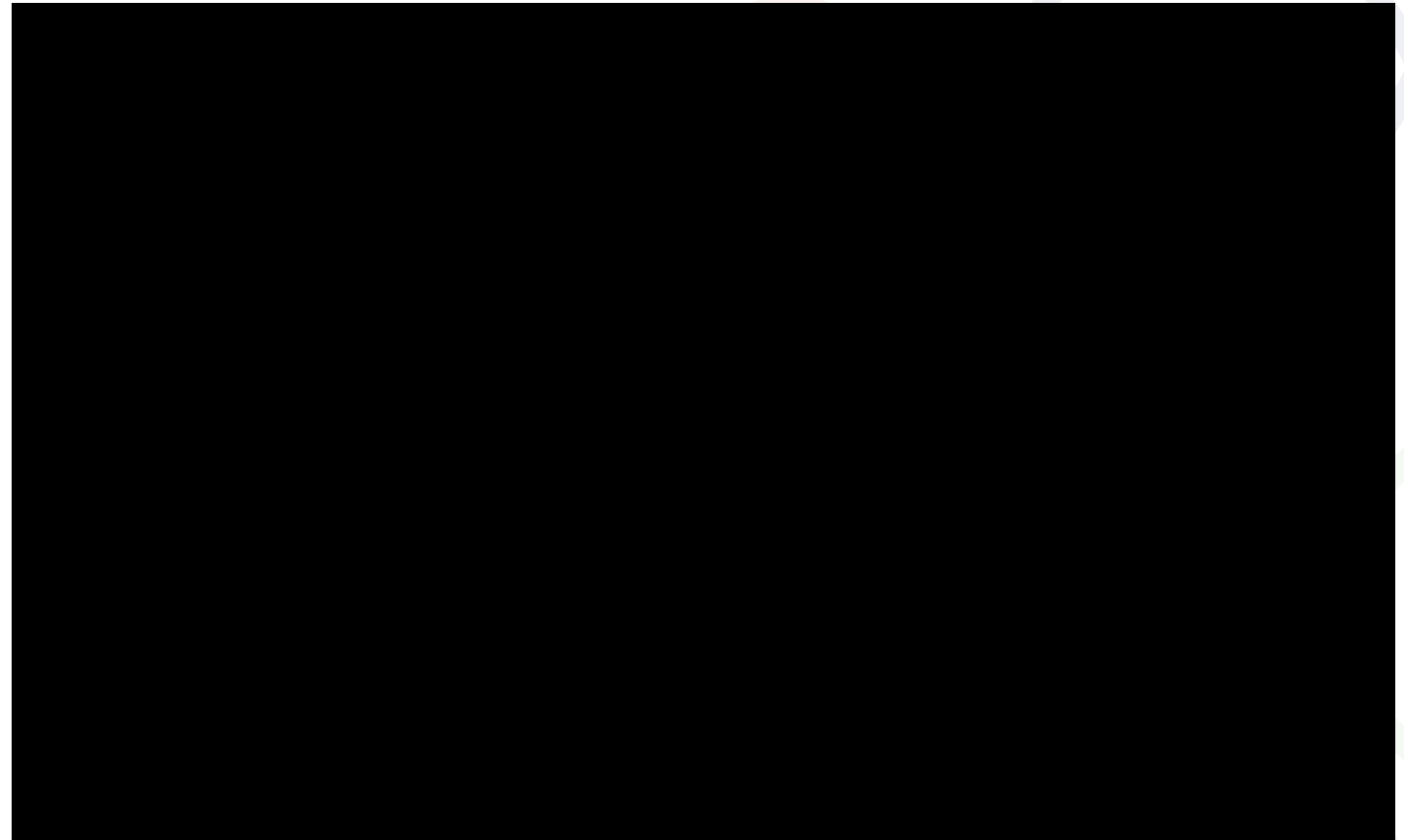
Community Partnership: D.E.L.O.R.E.S Works



RICHFIELD
PUBLIC SCHOOLS

D.E.L.O.R.E.S. Works Highlight

Elementary
Grades 1-5
STEM



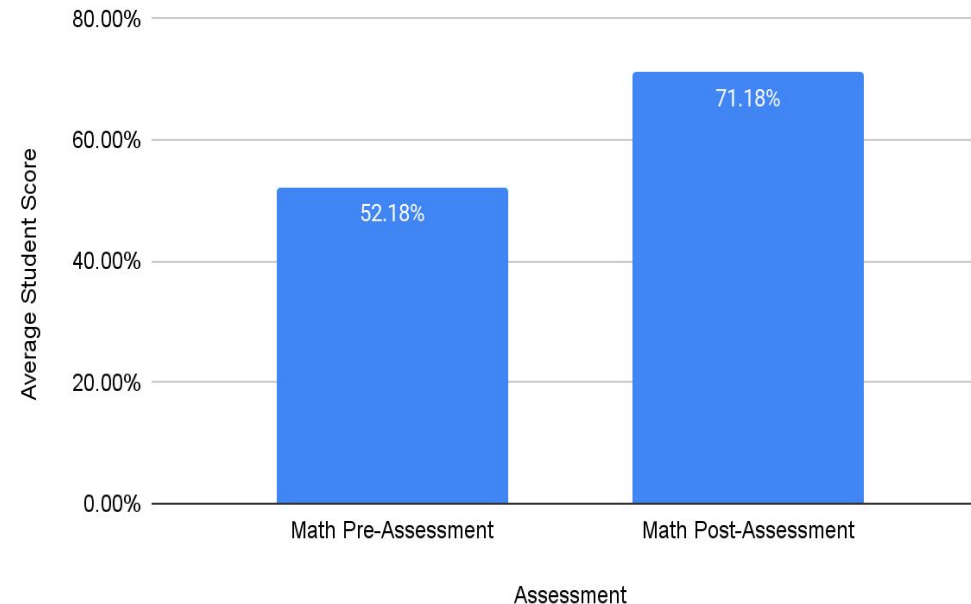
Student Achievement by the Numbers



RICHFIELD
PUBLIC SCHOOLS

Elementary
Grades 1-5
STEM

Elementary Math Pre and Post Assessment Scores



MATH: 61% of students showed improvement from their pre-assessment math score. (232 students)

READING: 32% of students showed improvement from their pre-assessment reading score. (123 students)

The math and reading growth is significant considering the limited time and scope of summer programming.

Middle School Enrollment Demographics



RICHFIELD
PUBLIC SCHOOLS

Middle
School
Grades 6-8
RMS

Total Enrollment	120
Average Daily Attendance	66.75%
American Indian	-
Asian	1.6%
Black	17.8%
Hawaiian Pacific Islander	-
Hispanic	64.5%
Two or more	7.7
White, Non-Hispanic	8.3%

Middle School Curriculum



RICHFIELD
PUBLIC SCHOOLS

Community Building and Connection

- SEL focus including student interests, fun, connection, and community building.

Math

- Develop priority math skills, both at grade level and above
- Preview math material for the following year, so students feel like experts

Language Arts

- Engage with texts that reflect students' diverse identities



Community Partners



RICHFIELD
PUBLIC SCHOOLS

Middle
School
Grades 6-8
RMS

BEACONS:

Enrichment opportunities and after school programming focusing on student interests, fun, social emotional learning, and community building.

Canopy Mental Health and Consulting:

Group sessions where students had opportunities to connect, develop resilience, and work on SEL skills.

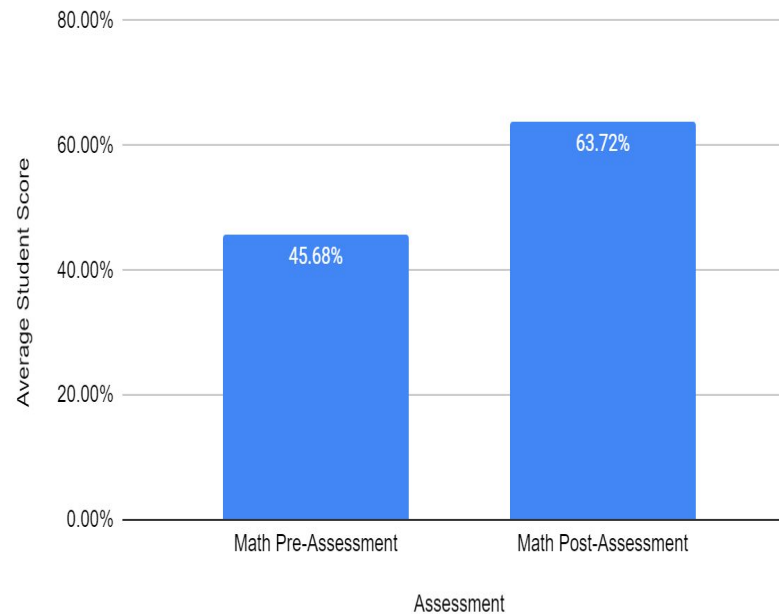
Student Achievement by the Numbers



RICHFIELD
PUBLIC SCHOOLS

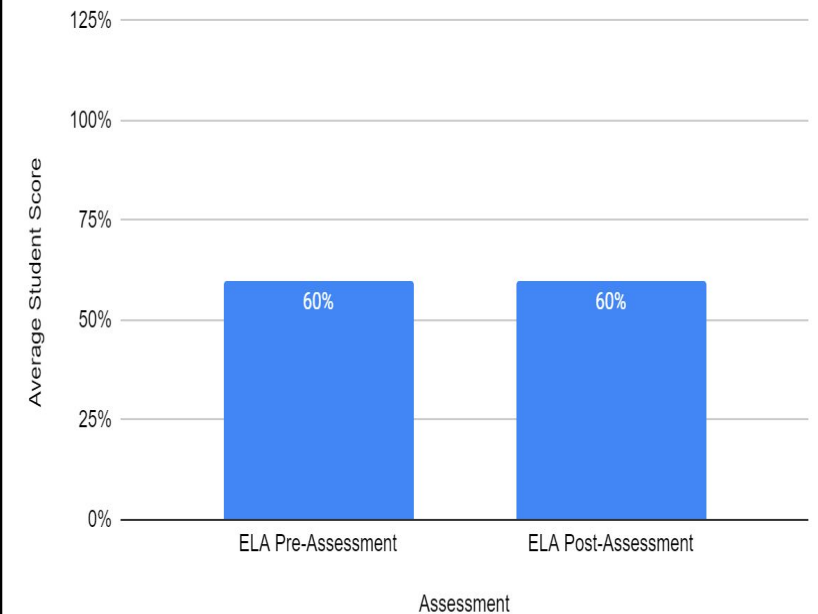
Middle
School
Grades 6-8
RMS

Middle School Math Pre and Post Assessment Scores



MATH: 39% of students showed improvement from their pre-assessment math score. (47 students)

Middle School ELA Pre and Post Assessment Scores

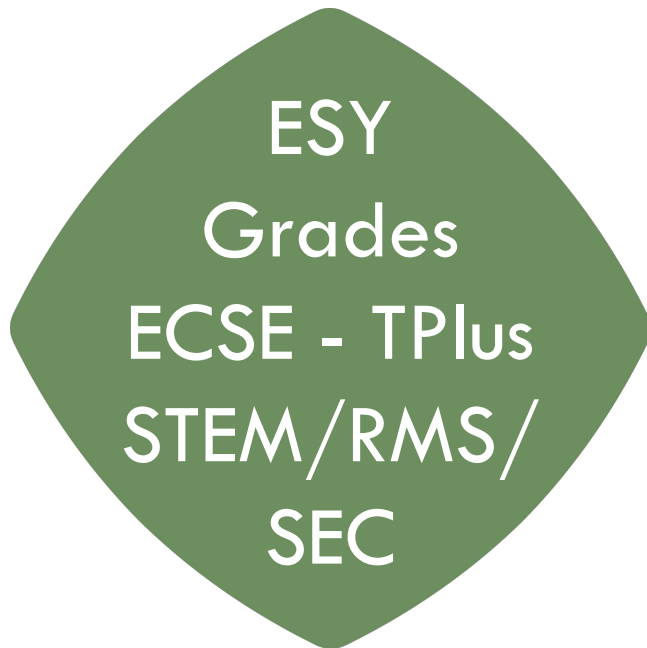


ELA: Scores showed students maintaining ELA skills over the course of summer programming.

ESY (Extended School Year) Enrollment Demographics



RICHFIELD
PUBLIC SCHOOLS



Total Enrollment	116 (K-21)	30 (ECSE)
Average Daily Attendance	78.3	92%
American Indian	0.9%	0%
Asian	3.4%	1%
Black	12.9%	36%
Hawaiian Pacific Islander	0%	0%
Hispanic	46.6%	53%
Two or more	15.5%	0%
White, Non-Hispanic	20.7%	10%

ESY Extended School Year



RICHFIELD
PUBLIC SCHOOLS

ESY
Grades
ECSE - TPlus
STEM/RMS/
SEC

Extended School Year (ESY) is a special education service provided by Richfield Public Schools to eligible children and youth with disabilities beyond the instructional year. The purpose of ESY is to maintain skills rather than acquire new skills. The IEP team determines eligibility of ESY services under the standards of regression and self-sufficiency on an annual basis. Student ages range from 3-21, and services are provided in a variety of buildings.

Spartan Camp Enrollment Demographics



RICHFIELD
PUBLIC SCHOOLS

Spartan
Camp
Grade 9
RHS

Total Enrollment	20
Average Daily Attendance	75%
American Indian	5%
Asian	—
Black	10%
Hawaiian Pacific Islander	—
Hispanic	75%
Two or more	10%
White, Non-Hispanic	—

Spartan Camp



RICHFIELD
PUBLIC SCHOOLS

Spartan
Camp
Grade 9
RHS

Spartan Camp Goals:

- Getting to know the high school staff
- Building and strengthening relationships with peers
- Learning and practicing reading strategies, academic writing in all content areas, problem solving and study skills
- Community Partnerships: COMPAS (creative writing) and Beacons (enrichment)

****Students earn a .5 credit.****

Credit Recovery Enrollment Demographics



RICHFIELD
PUBLIC SCHOOLS

Credit
Recovery
Grade 10-12
RHS

Total Enrollment	95
Average Daily Attendance (decreased as students earned credit)	42%
American Indian	2.1%
Asian	2.1%
Black	23.2%
Hawaiian Pacific Islander	-
Hispanic	46.3%
Two or more	16.8%
White, Non-Hispanic	7.4%

Credit Recovery



RICHFIELD
PUBLIC SCHOOLS

Credit
Recovery
Grade 10-12
RHS

Credit Recovery: Opportunity for students to earn credit in courses that they had previously failed. Students complete course work on a individualized course at their own pace. This summer students earned **40.17 credits**.



Reflections and Future Planning

Reflections

- Schedules worked well
- Partnerships were successful
- More clarity in systems needed
- Better ways to assess achievement and SEL progress

Future Planning

- District Summer Learning Network (DSLN)
- Work on systems and assessments
- Expand community partnerships
- Focus on Middle School Program
- Increase Spartan Camp Enrollment



Questions?

School Safety Plan Review

Richfield Public Schools

August 15, 2022 ♦ Richfield School Board

❖ **Emergency Management: 33 years**

- Highland Park, IL (2022)
- Uvalde Public Schools (2022)
- Broward County Public Schools (2018)
- San Bernardino City Unified Schools (2017)
- Sandy Hook Elementary School (2014)
- FEMA Field Coordinator (Hurricane Katrina & Rita, 2005)
- New York City Schools & NY Ed Commission (2001)
- Columbine High School Crisis Response Team (1999)
- EMT/Paramedic (1988-92)

❖ **Public Education: 30 years**

- Sheboygan (WI) Area School District
- Wisconsin Department of Public Instruction
- Racine (WI) Unified School District
- Jeffco Public Schools, Colorado
- Bloomington (MN) Public Schools

❖ **Consultant/Trainer/Author: 23 years**



Rick J. Kaufman, APR
Founder/Principle



**Safe Schools.
Safe Students.**



Objective

- Review existing RPS school safety plans
 - Crisis Management Procedures
 - Postvention Emergency Manual
- Evaluate risks, areas that pose threats to safety, security
- Identify vulnerabilities in staff preparedness & response in process & protocols; crisis communications plan, practices
- Benchmark current crisis response w/ established best practices (NIMS)
- Provide recommendations for improvements

Observations

- No simple solutions.
- Required: Multi-layered approach: emergency management, response, staff training & drills, hardware & software, and a positive school climate & culture
- Recommendations reflect understanding of security issues at the time
- All strategies are dynamic processes. Requires routine review, updates to reflect changes in environment & expectations

Findings & Recommendations

Emergency Preparedness

- Findings: Standard, generic safety plans
- Recommendations: Comprehensive EOP
 - Standard response protocols
 - School emergency response teams, (roles & responsibilities)
 - School leadership decision-making criteria as it relates to the scope of crisis response

Findings & Recommendations

Emergency Response Procedures

- Findings: Terminology may create confusion, delay response
- Recommendations:
 - Revise Response Protocols (consistent terminology)
 - Establish clear actionable guidelines, expectations
 - Establish activation protocol for school/site leaders (uniform across all district sites)
 - Establish *Incident Activation Protocols*
 - Consider implementing Incident Command System (ICS)

Findings & Recommendations

Staff Training Plan

- Findings: Focused on incidents, less on most important response
- Recommendations:
 - Establish training schedule for ALL staff, including annually all new staff, on RPS revised emergency protocols, incident activation expectations, response steps
 - Consistent state required 5-5-1 drills using RPS revised emergency protocols, incident activation, response
 - Drills using school/site ERT members to make decisions

Findings & Recommendations

Parent-Student Reunification Plan

- Findings: RPS Plan is good; lacks clear, concise steps in all stages of reunification process
- Recommendations:
 - Review relocation sites to ensure they can properly handle, manage reunification plan elements
 - Revise current plan; Specific steps (process) to assure safe student-parent/caregiver hand-off
 - Establish a drill/practice training for key personnel assigned designated roles, responsibilities

Findings & Recommendations

Incident Communication Protocol

- Findings: Clearly articulated; process poses challenges that could delay, impede timely response
- Recommendations:
 - Establish succinct protocol of notification to limited district-level personnel, including comms director (includes incident activation protocol and notification process)
 - Consider strategic action steps to include: key district personnel roles, comms approval, provisions to address language & cultural barriers, contingencies when district leaders are absent at time of incident/emergency

Findings & Recommendations

Crisis Communications Plan

- Findings: No formal notification protocols for internal, external stakeholders, including Comms Director, Board of Education
- Recommendations: Crisis Communications Plan
 - Crisis comms team, roles & responsibilities, operational steps
 - Communication protocols: How and when during crisis response phase; Incidents that activate plan; first-step actions, monitoring; notification systems; communication channels
 - Establish chain of communication command for all incidents based on a severity threshold.
 - Streamline approval process for all communication

Questions

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	V2301256	07/04/2022	P-CARD BAIRD LISA	R	9,162.23
01	V2301257	07/04/2022	P-CARD BARLOW ERICA	R	1,005.00
01	V2301258	07/04/2022	P-CARD BROWN MATTHEW	R	3,303.05
01	V2301259	07/04/2022	P-CARD BRUNNER PATTI	R	8,566.67
01	V2301260	07/04/2022	P-CARD BURT EMILY	R	2,361.11
01	V2301261	07/04/2022	P-CARD CARUSO MATTHEW	R	751.88
01	V2301262	07/04/2022	P-CARD ELLERSON JARED	R	312.58
01	V2301263	07/04/2022	P-CARD FINDLEY LAMPKIN MELISSA	R	1,473.66
01	V2301264	07/04/2022	P-CARD GEURINK AREND	R	2,737.33
01	V2301265	07/04/2022	P-CARD KRETSINGER DAN	R	1,196.41
01	V2301266	07/04/2022	P-CARD LEWIS JENNIFER	R	910.54
01	V2301267	07/04/2022	P-CARD LUNDY MICHELLE	R	4,317.22
01	V2301268	07/04/2022	P-CARD MACE CHRISTI JO	R	44.58
01	V2301269	07/04/2022	P-CARD MAHONEY COLLEEN	R	141.66
01	V2301270	07/04/2022	P-CARD MANNING MICHAEL	R	1,270.28
01	V2301271	07/04/2022	P-CARD MCGINN DAN	R	2,147.09
01	V2301272	07/04/2022	P-CARD MORALES LIZETTE	R	2,255.95
01	V2301273	07/04/2022	P-CARD MORRISSEY MELISSA	R	3,168.48
01	V2301274	07/04/2022	P-CARD SHAHSAVAND MARTA	R	1,520.00
01	V2301275	07/04/2022	P-CARD SKARE-KLECKER AMY	R	78.00
01	V2301276	07/04/2022	P-CARD STACHEL NANCY	R	236.93
01	V2301277	07/04/2022	P-CARD VALLEY JENNIFER	R	119.40
01	V2301278	07/04/2022	P-CARD WILLHITE KASYA	R	704.81
01	V2301279	07/04/2022	P-CARD WINTER AMY	R	267.50
01	V2301280	07/04/2022	P-CARD LUNDY MICHELLE	R	1,545.26
01	V2301281	07/04/2022	P-CARD MAHONEY COLLEEN	R	1,647.00
01	V2301282	07/04/2022	P-CARD SHAHSAVAND MARTA	R	1,101.60
01	305416	07/06/2022	BIX FRUIT COMPANY	R	404.19
01	305417	07/06/2022	BSN SPORTS, LLC	R	736.25
01	305418	07/06/2022	CATALYST BUYING GROUP LLC	R	1,514.99
01	305419	07/06/2022	COMMERCIAL KITCHEN	R	1,947.00
01	305420	07/06/2022	LOVING GUIDANCE LLC	R	460.00
01	305421	07/06/2022	D.E.L.O.R.E.S WORKS, INC.	R	45,550.00
01	305422	07/06/2022	ECM PUBLISHERS INC	R	258.00
01	305423	07/06/2022	FATH CUTTER, NOELLA	R	3,060.00
01	305424	07/06/2022	HASTINGS CREAMERY LLC	R	3,691.38
01	305425	07/06/2022	HOGLUND BUS CO INC	R	6,434.00
01	305426	07/06/2022	KIDCREATE STUDIO	R	581.00
01	305427	07/06/2022	MIDWEST SPECIAL INSTRUMENTS (MSI)	R	378.10
01	305428	07/06/2022	ONE OF ONE CLOTHING	R	1,076.25
01	305429	07/06/2022	PAN O GOLD BAKING CO	R	93.00
01	305430	07/06/2022	PAYDHEALTH	R	23,994.70
01	305431	07/06/2022	RATWIK ROSZAK & MALONEY PA	R	1,086.50
01	305432	07/06/2022	RUPP ANDERSON SQUIRES & WALDSPURGER	R	3,335.90
01	305433	07/06/2022	TRIO SUPPLY COMPANY	R	165.63
01	305434	07/06/2022	UPPER LAKES FOODS	R	3,033.72
01	305435	07/06/2022	XCEL ENERGY	R	96.33
01	305436	07/07/2022	AUGSBURG UNIVERSITY-ROCHESTER	R	750.00
01	305437	07/07/2022	AMF SOUTHTOWN LANES	R	173.19

01	305438	07/07/2022	ARVIG ENTERPRISES INC	R	1,307.90
01	305439	07/07/2022	ASANA, INC.	R	4,498.20
01	305440	07/07/2022	BETHEL UNIVERSITY	R	1,605.00
01	305441	07/07/2022	CENTURYLINK	R	43.33
01	305442	07/07/2022	EDUCATORS BENEFIT CONSULTANTS LLC	R	456.35
01	305443	07/07/2022	ESX TECHNOLOGY SOLUTIONS, LLC	R	294,043.00
01	305444	07/07/2022	KINECT ENERGY INC	R	525.00
01	305445	07/07/2022	LEARNING A-Z	R	4,590.00
01	305446	07/07/2022	MASA/MASE	R	1,330.00
01	305447	07/07/2022	MCEA	R	199.00
01	305448	07/07/2022	ON SITE SANITATION	R	48.00
01	305449	07/07/2022	TAFFE SARAH ANN	R	8,831.97
01	305450	07/07/2022	VERIZON WIRELESS	R	360.09
01	305451	07/08/2022	COMPAS INC	R	456.68
01	305452	07/08/2022	CURRICULUM ASSOCIATES, LLC	R	14,313.75
01	305453	07/08/2022	GENERATIVE LEARNING	R	1,200.00
01	305454	07/08/2022	ISD #271	R	300.00
01	V611977	07/12/2022	ERICA T BARLOW	R	70.00
01	V611978	07/12/2022	MIRIAM A CASTRO SANJUAN	R	40.00
01	V611979	07/12/2022	MARY L CLARKSON	R	70.00
01	V611980	07/12/2022	LATANYA R DANIELS	R	70.00
01	V611981	07/12/2022	GEORGE A DENNIS	R	35.00
01	V611982	07/12/2022	MEGAN M STECHER	R	70.00
01	V611983	07/12/2022	PETER J FITZPATRICK	R	40.00
01	V611984	07/12/2022	STEVEN T FLUCAS	R	70.00
01	V611985	07/12/2022	MICHAEL L FRANKENBERG	R	70.00
01	V611986	07/12/2022	DAVID A FREEBURG	R	70.00
01	V611987	07/12/2022	RACHEL GENS	R	70.00
01	V611988	07/12/2022	AREND J GEURINK	R	70.00
01	V611989	07/12/2022	JAMES A GILLIGAN	R	70.00
01	V611990	07/12/2022	CHRISTINA M GONZALEZ	R	70.00
01	V611991	07/12/2022	KYLE L GUSTAFSON	R	40.00
01	V611992	07/12/2022	KEVIN D HARRIS	R	40.00
01	V611993	07/12/2022	JAMES L HILL	R	40.00
01	V611994	07/12/2022	JESSICA M HOFFMAN	R	40.00
01	V611995	07/12/2022	CRAIG D HOLJE	R	70.00
01	V611996	07/12/2022	CORY J KLINGE	R	70.00
01	V611997	07/12/2022	DANIEL E KRETSINGER	R	70.00
01	V611998	07/12/2022	ANOOP KUMAR	R	40.00
01	V611999	07/12/2022	SHANNON J LINDBERG	R	40.00
01	V612000	07/12/2022	JOHN M LORENZINI	R	70.00
01	V612001	07/12/2022	COLLEEN M MAHONEY	R	70.00
01	V612002	07/12/2022	MICHAEL A MANNING	R	70.00
01	V612003	07/12/2022	DANIEL P MCGINN	R	40.00
01	V612004	07/12/2022	DOUG R MCMEEKIN	R	70.00
01	V612005	07/12/2022	KENT D MEYER	R	70.00
01	V612006	07/12/2022	ALECIA M MOBLEY	R	70.00
01	V612007	07/12/2022	ERIN H NEILON	R	40.00
01	V612008	07/12/2022	ROBERT G OLSON	R	40.00
01	V612009	07/12/2022	LAURA B OTTERNESS	R	70.00

01	V612010	07/12/2022	MARK S PEDERSEN	R	40.00
01	V612011	07/12/2022	CHRISTOPHER A PETERSON	R	70.00
01	V612012	07/12/2022	DENNIS E PETERSON	R	35.00
01	V612013	07/12/2022	CASSANDRA QUAM	R	70.00
01	V612014	07/12/2022	RENEE C REED-KARSTENS	R	40.00
01	V612015	07/12/2022	KEITH D RIEF	R	40.00
01	V612016	07/12/2022	MAUREEN E RUHLAND	R	40.00
01	V612017	07/12/2022	TIMECKA MARIE SANCHEZ-MICHAELS	R	70.00
01	V612018	07/12/2022	ASHLEY SCHAEFER	R	70.00
01	V612019	07/12/2022	MARTA I SHAHSAVAND	R	70.00
01	V612020	07/12/2022	AMY B SKARE-KLECKER	R	70.00
01	V612021	07/12/2022	NANCY J STACHEL	R	70.00
01	V612022	07/12/2022	PATRICK M SURE	R	40.00
01	V612023	07/12/2022	STACY THEIEN-COLLINS	R	70.00
01	V612024	07/12/2022	VLADIMIR S TOLEDO	R	40.00
01	V612025	07/12/2022	STEVEN P UNOWSKY	R	270.00
01	V612026	07/12/2022	STEPHEN C URBANSKI	R	40.00
01	V612027	07/12/2022	CARRIE A VALA	R	70.00
01	V612028	07/12/2022	JENNIFER K VALLEY	R	70.00
01	V612029	07/12/2022	RYAN WAGNER	R	40.00
01	V612030	07/12/2022	REBECCA S WALD	R	40.00
01	V612031	07/12/2022	MICHELLE R WHITESIDE	R	70.00
01	V612032	07/12/2022	KASYA L WILLHITE	R	70.00
01	V612033	07/12/2022	AMY J WINTER AHSENMACHER	R	70.00
01	305455	07/14/2022	AMPLIFIED IT, A CDW COMPANY	R	6,881.00
01	305456	07/14/2022	AQUA ENGINEERING INC	R	1,153.35
01	305457	07/14/2022	BARTON SAND & GRAVEL CO	R	150.00
01	305458	07/14/2022	BIX FRUIT COMPANY	R	767.84
01	305459	07/14/2022	BRINK'S INCORPORATED	R	44.17
01	305460	07/14/2022	CEDAR SMALL ENGINE	R	339.24
01	305461	07/14/2022	CITY OF RICHFIELD	R	450.00
01	305462	07/14/2022	CITY OF RICHFIELD	R	1,809.40
01	305463	07/14/2022	CM CONSTRUCTION COMPANY	R	1,368.00
01	305464	07/14/2022	CUB FOODS	R	519.53
01	305465	07/14/2022	DARK KNIGHT SOLUTIONS, LLC	R	350.00
01	305466	07/14/2022	DICKS SANITATION SERVICE, INC (DSI)	R	6,960.26
01	305467	07/14/2022	ECM PUBLISHERS INC	R	130.70
01	305468	07/14/2022	HILLYARD MINNEAPOLIS	R	325.06
01	305469	07/14/2022	HOGAN ASSESSMENT SYSTEMS INC	R	1,695.00
01	305470	07/14/2022	HOGLUND BUS CO INC	R	269.35
01	305471	07/14/2022	HOME DEPOT U.S.A.	R	1,809.32
01	305472	07/14/2022	HR SIMPLIFIED INC.	R	354.24
01	305473	07/14/2022	IIX INSURANCE INFORMATION EXCHANGE	R	54.40
01	305474	07/14/2022	KREMER SERVICES LLC	R	2,638.98
01	305475	07/14/2022	LUBE TECH & PARTNERS LLC	R	5,725.04
01	305476	07/14/2022	MASPA-MN ASSC SCHL PERSONNEL ADMIN	R	60.00
01	305477	07/14/2022	MIDWEST BUS PARTS INC	R	131.61
01	305478	07/14/2022	MINUTEMAN PRESS EDINA	R	512.79
01	305479	07/14/2022	MSBA-MINNESOTA SCHOOL BOARD ASSOC	R	210.00
01	305480	07/14/2022	NOKOMIS SHOE SHOP	R	19.95

01	305481	07/14/2022	ONE OF ONE CLOTHING	R	473.70
01	305482	07/14/2022	PAN O GOLD BAKING CO	R	270.00
01	305483	07/14/2022	SITEONE LANDSCAPE SUPPLY LLC	R	83.17
01	305484	07/14/2022	TOLL COMPANY	R	11.64
01	305485	07/14/2022	TWIN CITY TRANSPORTATION	R	62,091.22
01	305486	07/14/2022	WORLD FUEL SERVICES, INC.	R	1,415.87
01	305487	07/14/2022	XCEL ENERGY	R	9.29
01	305488	07/14/2022	ZIEGLER INC.	R	550.15
01	305489	07/14/2022	AMSD-ASSOC OF METRO SCHOOL DIST	R	9,037.00
01	305490	07/14/2022	ANOKA-HENNEPIN SCHOOL DIST #11	R	800.00
01	305491	07/14/2022	APPRIZE TECHNOLOGIES	R	225.00
01	305492	07/14/2022	BLACKBOARD INC	R	7,216.00
01	305493	07/14/2022	BCBS OF MINNESOTA & BLUE PLUS	R	9,900.00
01	305494	07/14/2022	BLUUM OF MINNESOTA, LLC	R	741.60
01	305495	07/14/2022	BOND TRUST SERVICES CORP	R	2,850.00
01	305496	07/14/2022	CENTURYLINK	R	71.00
01	305497	07/14/2022	CINTAS CORPORATION NO 2	R	164.17
01	305498	07/14/2022	COMCAST BUSINESS	R	541.35
01	305499	07/14/2022	COMMONLIT INC	R	2,500.00
01	305500	07/14/2022	CONTINENTAL RESEARCH CORP	R	673.93
01	305501	07/14/2022	CULLIGAN SOFT WATER	R	10.00
01	305502	07/14/2022	FASTENAL INDUSTRIAL	R	266.50
01	305503	07/14/2022	FASTEST LABS OF BLOOMINGTON	R	137.50
01	305504	07/14/2022	FOLLETT EDUCATIONAL	R	4,201.13
01	305505	07/14/2022	FOLLETT SCHOOL SOLUTIONS INC	R	6,007.14
01	305506	07/14/2022	LIMINEX, INC.	R	9,975.00
01	305507	07/14/2022	HAAG COMPANIES	R	246.90
01	305508	07/14/2022	HOGLUND BUS CO INC	R	550.48
01	305509	07/14/2022	HR SIMPLIFIED INC.	R	484.00
01	305510	07/14/2022	JUNK MASTERS LLC	R	300.00
01	305511	07/14/2022	LOFFLER	R	1,225.09
01	305512	07/14/2022	MINNESOTA DEPARTMENT OF HEALTH	R	280.00
01	305513	07/14/2022	MINUTEMAN PRESS EDINA	R	235.00
01	305514	07/14/2022	NWEA	R	37,800.00
01	305515	07/14/2022	ON SITE SANITATION	R	374.50
01	305516	07/14/2022	POWERSCHOOL GROUP LLC	R	21,000.00
01	305517	07/14/2022	PREMIUM WATERS INC	R	30.00
01	305518	07/14/2022	RYAN JEANNIE M	R	640.27
01	305519	07/14/2022	SHERWIN WILLIAMS CO	R	554.95
01	305520	07/14/2022	SITEONE LANDSCAPE SUPPLY LLC	R	433.95
01	305521	07/14/2022	SMARTSENSE BY DIGI	R	330.00
01	305522	07/14/2022	XCEL ENERGY	R	105.02
01	305523	07/15/2022	LANGUAGE LINE SERVICE	R	677.84
01	305524	07/15/2022	MULTILINGUAL WORD INC	R	35.00
01	V2301255	07/15/2022	GOVERNMENT LEASING	R	50,372.04

TOTAL PCARDS, CHECKS, EPAYS & WIRES
759,421.25

P-CARD,CHECK RUNS, E-PAYS & WIRES FOR 08/01/2022 BOARD REPORTS

BANK 05	DATE	AMOUNT
June Pcards Paid 7/4/22	7/4/2022	52,346.22
E-Pays	7/12/2022	3,520.00
Wire Transfer	7/15/2022	50,372.04
Checks	7/6/2022	97,896.94
	7/7/2022	318,761.03
	7/8/2022	16,270.43
	7/14/2022	219,541.75
	7/15/2022	712.84

CHECK REGISTER BANK 05 TOTAL =	759,421.25
--------------------------------	-------------------

BREAKDOWN	
01-206-00	619,962.83
02-206-00	12,812.23
03-206-00	82,829.94
04-206-00	16,614.55
06-206-00	-
07-206-00	2,375.00
18-206-00	-
20-206-00	24,237.46
21-206-00	114.24
47-206-00	475.00
BANK TOTAL =	759,421.25

SUPERINTENDENT'S REPORT AND AGENDA

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

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

Monday, August 1, 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, August 1, 2022 in the boardroom at the Richfield Public Schools District Office. Vice Chair Paula Cole called the regular board meeting to order at 7:02 p.m. with the following school board members in attendance: Banks Kupcho, Carter and Smisek.

Administrators present were Superintendent Unowsky and Chief HR and Administrative Officer Holje.

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

- A. Summary of Closed Session – Superintendent Evaluation
- B. Superintendent Update
 - 1. Safe Routes to School Local Coordinator Grant Extension

IV. CONSENT AGENDA

- A. Routine Matters
 - 1. Minutes of the regular meeting held July 11, 2022
 - 2. General Disbursements as of 7/15/22 in the amount of \$759,421.25
 - 3. Investment Holdings
- B. Lease Agreement with Hope Presbyterian Church of Richfield
- C. Personnel Items

Certified Full Time Position for Employment – 1st Year Probation

Katherine Foy – Elementary Teacher – Sheridan Hills Elementary

Effective Date: 8/23/2022

Sarah Coleman – Early Childhood Special Ed – Central

Effective Date: 8/23/2022

Ethan Luce – Math Teacher – Richfield Middle School

Effective Date: 8/23/2022

Certified Full Time Position for Employment – 3rd Year Probation

Andrew Englesmith – Reading Teacher – Richfield Middle School

Effective: 8/23/2022

Timothy Webendorfer – Spanish Teacher – Richfield High School

Effective 8/23/2022

Chelsey Payne – Elementary Teacher – Richfield Dual Language School

Effective: 8/23/2022

Certified Part Time Position for Employment – TIER 2

Andre Borka – English Teacher – Richfield High School

Effective Date: 8/23/2022

Certified Full Time Position for Employment – TIER 1

Kelsey Waters – ELA Teacher – Richfield Middle School

Effective: 8/23/2022

Certified Full Time Resignation

Juan Reyes – ESL Teacher – Centennial Elementary

Effective Date: 7/6/2022

Years of Service: 2 Years

Amber Lewis – Social Studies Teacher – Richfield Middle School

Effective Date: 7/15/2022

Years of Service: 4 Years

Emily Norwick – Early Childhood Spec Ed – Central Education Center

Effective: 7/21/2022

Years of Service: 5 Years

Classified Part Time position for employment – Paraprofessionals

Noah Hillman – Managerial Paraprofessional – Richfield High School

Effective Date: 9/5/2022

FTE .9375

Linda Hayes – Special Education Para – Richfield High School

Effective: 9/5/2022

FTE.8125

Classified Full Time position for employment – Outreach Worker

Massiel Gonzalez – Outreach Worker – Richfield High School

Effective 9/5/2022

FTE 1.0

Classified Full Time position for employment – Student Engagement Specialist

Kalu Abosi – Student Engagement Specialist – Richfield High School

Effective 9/5/2022

FTE .9375

Classified Full Time position Facilities – Unpaid LOA

Rishedeo Manikaran – Building Cleaner – RDLS Elementary
Effective 7/14/2022 – 7/28/2022

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

V. NEW BUSINESS

- A. Policy 805: Disposition of Obsolete Equipment and Material - first read
- B. Application for Cooperative Girls Hockey Sponsorship with Bloomington Kennedy and Bloomington Jefferson

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

C. Donations

Motion by Smisek seconded by Banks Kupcho, 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
 - 8-15-2022 7 p.m. Regular Board Meeting - Public Comment
 - *Tuesday, 9-6-2022 7 p.m. Regular Board Meeting
- D. Suggested/Future Agenda Items

VIII. CLOSED SESSION AS ALLOWED BY MINNESOTA STATUTE 13D.05 FOR LABOR NEGOTIATIONS STRATEGY

Motion by Carter, seconded by Smisek, and unanimously carried, the board of education moved into closed session at 7:24 p.m. Attending the closed session were Banks Kupcho, Carter, Cole and Smisek. Administrators present were Superintendent Unowsky, Chief HR and Administrative Officer Holje and Human Resources Director Michaels.

IX. REOPEN MEETING

Motion by Banka Kupcho seconded by Carter, and unanimously carried, the board of education moved into open session at 8:21 p.m. with the following school board members in attendance: Banks Kupcho, Carter, Cole and Smisek. Administrators present were Superintendent Unowsky, Chief HR and Administrative Officer Holje and Human Resources Director Michaels.

VIII. ADJOURN REGULAR MEETING

Vice Chair Cole adjourned the meeting at 8:22 p.m.

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	305525	07/21/2022	AGAPE CHRISTI ACADEMY	R	182.30
01	305526	07/21/2022	ALL STATE COMMUNICATIONS INC	R	1,974.79
01	305527	07/21/2022	AVAIL ACADEMY	R	384.97
01	305528	07/21/2022	BLAKE SCHOOL	R	306.67
01	305529	07/21/2022	BLOOMINGTON LUTHERAN	R	294.59
01	305530	07/21/2022	BRECK SCHOOL	R	312.15
01	305531	07/21/2022	CITY OF RICHFIELD	R	3,006.56
01	305532	07/21/2022	DISTRICT 281	R	79.79
01	305533	07/21/2022	GROVES ACADEMY	R	560.00
01	305535	07/21/2022	HAAS MUSICAL INSTRUMENT REPAIR, INC	R	1,692.20
01	305536	07/21/2022	MPLS PUBLIC SCHOOL SPECIAL DIST 1	R	99.00
01	305537	07/21/2022	ISD 743	R	210.00
01	305538	07/21/2022	SOUTHWEST METRO INTER DIST 288	R	2,169.36
01	305539	07/21/2022	VISITATION SCHOOL	R	622.59
01	305540	07/21/2022	YOUTH ENRICHMENT LEAGUE (YEL!)	R	1,728.00
01	305541	07/21/2022	CAMP FIRE MINNESOTA	R	570.00
01	305542	07/21/2022	ESPAK, INC.	R	2,945.00
01	305543	07/21/2022	FRONTLINE TECHNOLOGIES GROUP LLC	R	39,692.82
01	305544	07/21/2022	FURTHER	R	1,755.00
01	305545	07/21/2022	GROUP MEDICAREBLUE RX	R	6,993.00
01	305546	07/21/2022	HOPE CHURCH	R	14,774.12
01	305547	07/21/2022	LEARNING A-Z	R	23,892.80
01	305548	07/21/2022	LIGHTSPEED TECHNOLOGIES, INC.	R	192,477.00
01	305549	07/21/2022	MADISON NATIONAL LIFE INS CO INC	R	2,571.27
01	305550	07/21/2022	MASA/MASE	R	199.00
01	305551	07/21/2022	MINNESOTA HISTORICAL SOCIETY	R	84.00
01	305552	07/21/2022	ONEBRIDGE BENEFITS INC.	R	5,181.00
01	305553	07/21/2022	RICHFIELD READY	R	102.00
01	305554	07/21/2022	SCHOOL SERVICE EMPLOYEES UNION	R	3,416.14
01	305555	07/21/2022	TECHNOLOGY MANAGEMENT CORPORATION	R	825.00
01	305556	07/21/2022	UNITED HEALTHCARE INSURANCE CO	R	528.23
01	305557	07/21/2022	UNITED HEALTHCARE/AARP MEDICARE RX	R	315.60
01	305558	07/21/2022	UNITED STATES TREASURER	R	230.00
01	305559	07/21/2022	UNITED STATES TREASURY	R	3,373.00
01	305560	07/21/2022	VSP INSURANCE CO. (CT)	R	3,474.61
01	305561	07/21/2022	XCEL ENERGY	R	659.98
01	305557	07/22/2022	UNITED HEALTHCARE/AARP MEDICARE RX	V	-315.60
01	305562	07/22/2022	MADISON NATIONAL LIFE INS CO INC	R	6,104.72
01	305563	07/22/2022	UNITED HEALTHCARE/AARP MEDICARE RX	R	113.70
01	305564	07/22/2022	UNITED HEARTHCARE /AARP MEDICARE RX	R	201.90
01	305565	07/25/2022	CM CONSTRUCTION COMPANY	R	29,589.71
01	305566	07/25/2022	ICS CONSULTING, LLC (DBA: ICS)	R	2,553.82
01	305567	07/25/2022	MID MINNESOTA STORAGE	R	190.00
01	305568	07/25/2022	ROCHON CORPORATION MINNESOTA	R	32,307.00
01	305569	07/25/2022	WOLD ARCHITECTS AND ENGINEERS	R	287.15
01	305570	07/25/2022	CUSTOM DRYWALL, INC.	R	3,985.00
01	305571	07/25/2022	MID MINNESOTA STORAGE	R	95.00
01	305572	07/25/2022	SAFETYFIRST PLAYGROUND MAINTENANCE	R	3,500.00
01	305573	07/27/2022	ACADEMY OF WHOLE LEARNING	R	141.69

01	305574	07/27/2022	BSI MECHANICAL, INC.	R	549.00
01	305575	07/27/2022	CAPITAL ONE TRADE CREDIT	R	124.09
01	305576	07/27/2022	CHAPEL HILL ACADEMY	R	156.12
01	305577	07/27/2022	CINTAS CORPORATION NO 2	R	903.17
01	305578	07/27/2022	CONCORDIA ACADEMY	R	315.29
01	305579	07/27/2022	FOURTH BAPTIST CHRISTIAN SCHOOLS	R	581.30
01	305580	07/27/2022	GEE TEEZ & COMPANY, LTD.	R	1,077.09
01	305581	07/27/2022	INSTITUTE FOR ENVIROMENTAL	R	2,646.90
01	305582	07/27/2022	INTERNATIONAL SCHOOL	R	295.11
01	305583	07/27/2022	KINECT ENERGY INC	R	16,369.02
01	305584	07/27/2022	MALLOY MONTAGUE KARNOWSKI & RADO	R	6,000.00
01	305585	07/27/2022	MARANATHA CHRISTIAN ACADEMY	R	422.92
01	305586	07/27/2022	METROPOLITAN MECHANICAL CONTRACTORS	R	2,496.23
01	305587	07/27/2022	MINNEHAHA ACADEMY	R	2,263.67
01	305588	07/27/2022	MINNESOTA WALDORF SCHOOL	R	20.36
01	305589	07/27/2022	NHA HEATING & AIR CONDITIONING	R	383.75
01	305590	07/27/2022	SCHUMACHER ELEVATOR COMPANY	R	70,136.00
01	305591	07/27/2022	ST CROIX LUTHERAN	R	448.37
01	305592	07/27/2022	ST THOMAS ACADEMY	R	324.85
01	305593	07/27/2022	TRUGREEN LIMITED PARTNERSHIP	R	6,839.54
01	305594	07/27/2022	ALL STATE COMMUNICATIONS INC	R	23,154.00
01	305595	07/27/2022	BARTON SAND & GRAVEL CO	R	300.00
01	305596	07/27/2022	BERWALD ROOFING CO	R	21,053.00
01	305597	07/27/2022	BOOKSOURCE	R	10,150.63
01	305598	07/27/2022	BRINK'S INCORPORATED	R	1,668.36
01	305599	07/27/2022	BSN SPORTS, LLC	R	627.75
01	305600	07/27/2022	CAPITAL ONE TRADE CREDIT	R	166.43
01	305601	07/27/2022	CAPITAL ONE TRADE CREDIT	R	199.98
01	305602	07/27/2022	CARQUEST AUTO PARTS	R	120.28
01	305603	07/27/2022	COOPERATIVE EDUCAT SERV AGENCY 5	R	2,900.00
01	305604	07/27/2022	CHENG & TSUI COMPANY INC	R	412.45
01	305605	07/27/2022	CINTAS CORPORATION NO 2	R	1,146.39
01	305606	07/27/2022	CONTINENTAL RESEARCH CORP	R	2,369.15
01	305607	07/27/2022	CYBERSOFT TECHNOLOGIES	R	28,985.00
01	305608	07/27/2022	D.E.L.O.R.E.S WORKS, INC.	R	46,650.00
01	305609	07/27/2022	DECKER EQUIPMENT INC	R	60.25
01	305610	07/27/2022	ECOLAB INC	R	927.76
01	305611	07/27/2022	FERGUSON ENTERPRISES LLC #1657	R	199.41
01	305612	07/27/2022	WW GRAINGER INC	R	389.38
01	305613	07/27/2022	HAWKINS INC	R	4,231.12
01	305614	07/27/2022	HILLYARD MINNEAPOLIS	R	20,380.72
01	305615	07/27/2022	HOGLUND BUS CO INC	R	166.15
01	305616	07/27/2022	HAAG COMPANIES, INC.	R	453.00
01	305617	07/27/2022	LAKESHORE LEARNING MATERIALS	R	59.97
01	305618	07/27/2022	LARSON JUDI	R	71.36
01	305619	07/27/2022	LOFFLER COMPANIES	R	1,312.00
01	305620	07/27/2022	MENARDS - RICHFIELD	R	13.58
01	305621	07/27/2022	MIDWEST BUS PARTS INC	R	637.72
01	305622	07/27/2022	MNIAAA	R	330.00
01	305623	07/27/2022	MTI DISTRIBUTING CO	R	266.85

01	305624	07/27/2022	POMPS TIRE SERVICE	R	59.00
01	305625	07/27/2022	RAPIT PRINTING	R	284.86
01	305626	07/27/2022	REGION 1 INFORMATION MGMT SERVICE	R	66,080.59
01	305627	07/27/2022	RICHFIELD ICE ARENA	R	15,200.00
01	305628	07/27/2022	RYAN JEANNIE M	R	466.00
01	305629	07/27/2022	SCHOLASTIC INC	R	170.28
01	305630	07/27/2022	SITEONE LANDSCAPE SUPPLY LLC	R	81.28
01	305631	07/27/2022	SPED FORMS LLC	R	10,774.20
01	305632	07/27/2022	THE RETROFIT COMPANIES, INC.	R	3,868.68
01	305633	07/27/2022	TRAFERA, LLC	R	160,000.00
01	305634	07/27/2022	TRISTATE BOBCAT INC	R	59.45
01	305635	07/27/2022	TWIN CITY FILTER SERVICE INC	R	1,035.70
01	305636	07/27/2022	VANESSA MERRY	R	205.00
01	305637	07/27/2022	WHEEL FUN RENTALS	R	3,150.00
01	305638	07/27/2022	WINSOR LEARNING	R	25,840.00
01	305639	07/27/2022	XCEL ENERGY	R	85,876.41
01	V2301283	07/27/2022	BOND TRUST SERVICES CORP	R	2,488,614.58
01	305640	07/29/2022	AMAZON.COM SYNCB/AMAZON	R	2,708.32
01	305641	07/29/2022	AMAZON.COM SYNCB/AMAZON	R	294.63
01	V612034	07/29/2022	ASHLEY ACEVEDO	R	16.54
01	V612035	07/29/2022	CHAD T ARMBRUSTER	R	30.00
01	V612036	07/29/2022	DAVID H BIPES	R	15.39
01	V612037	07/29/2022	KIERSTEN D BOSTIC	R	123.13
01	V612038	07/29/2022	JONATHAN W HEYER	R	355.85
01	V612039	07/29/2022	MARGARET R HOEHN	R	89.89
01	V612040	07/29/2022	ANNIE MARIE JOHNSON	R	30.37
01	V612041	07/29/2022	DANIEL E KRETSINGER	R	118.76
01	V612042	07/29/2022	JOHN M LORENZINI	R	30.00
01	V612043	07/29/2022	MARY M MEYER	R	27.65
01	V612044	07/29/2022	JODI A NICKELL	R	14.20
01	V612045	07/29/2022	MAUREEN E PRYOR	R	37.21
01	V612046	07/29/2022	MICHELLE R WHITESIDE	R	22.11
01	305642	08/04/2022	ABC-CLIO INC	R	1,130.00
01	305643	08/04/2022	AVANT ASSESSMENT LLC	R	1,492.50
01	305644	08/04/2022	BATTERIES PLUS BULBS	R	37.04
01	305645	08/04/2022	BIX FRUIT COMPANY	R	2,049.17
01	305646	08/04/2022	BLUUM OF MINNESOTA, LLC	R	5,175.00
01	305647	08/04/2022	BRAMBILLA'S LEASE SYSTEMS, INC	R	4,322.00
01	305648	08/04/2022	CANON USA	R	4,202.45
01	305649	08/04/2022	CANOPY MHC	R	21,660.00
01	305650	08/04/2022	CEDAR SMALL ENGINE	R	55.35
01	305651	08/04/2022	CENGAGE LEARNING INC	R	2,625.00
01	305652	08/04/2022	CINTAS CORPORATION NO 2	R	835.07
01	305653	08/04/2022	COMCAST	R	307.69
01	305654	08/04/2022	COMCAST BUSINESS	R	246.35
01	305655	08/04/2022	CONTINENTAL RESEARCH CORP	R	206.08
01	305656	08/04/2022	DARRYL WALETZKO LLC	R	2,700.00
01	305657	08/04/2022	ECOLAB INC	R	93.70
01	305658	08/04/2022	FREEWHEEL BIKE RICHFIELD	R	157.90
01	305659	08/04/2022	FRONTLINE TECHNOLOGIES GROUP LLC	R	47,507.52

01	305660	08/04/2022	H2I GROUP, INC.	R	9,150.00
01	305661	08/04/2022	HASTINGS CREAMERY LLC	R	1,279.91
01	305662	08/04/2022	HEARTLAND PAYMENT SYSTEMS INC	R	5,220.00
01	305663	08/04/2022	HERITAGE CRYSTAL CLEAN INC	R	481.42
01	305664	08/04/2022	HOGLUND BUS CO INC	R	643.08
01	305665	08/04/2022	HOME DEPOT U.S.A.	R	1,652.37
01	305666	08/04/2022	IDENTISYS INC	R	1,102.92
01	305667	08/04/2022	INNOVATIVE OFFICE SOLUTIONS LLC	R	474.69
01	305668	08/04/2022	JUNK MASTERS LLC	R	2,030.07
01	305669	08/04/2022	KINECT ENERGY INC	R	525.00
01	305670	08/04/2022	KREMER SERVICES LLC	R	6,435.03
01	305671	08/04/2022	METRO APPLIANCE RECYCLING	R	2,115.34
01	305672	08/04/2022	THE MICHAEL'S COMPANIES ARTISTREE	R	2,664.74
01	305673	08/04/2022	MINNESOTA DEPT OF HEALTH	R	35.00
01	305674	08/04/2022	MN SCHOOL BUS OPERATIONS	R	1,070.00
01	305675	08/04/2022	MOBILE RADIO ENGINE	R	220.80
01	305676	08/04/2022	PAN O GOLD BAKING CO	R	122.08
01	305677	08/04/2022	POMPS TIRE SERVICE	R	630.64
01	305678	08/04/2022	SHERWIN WILLIAMS CO	R	544.17
01	305679	08/04/2022	SOROUGH NAJI	R	342.86
01	305680	08/04/2022	SOURCEWELL TECHNOLOGY	R	27,251.68
01	305681	08/04/2022	TAFFE SARAH ANN	R	8,831.97
01	305682	08/04/2022	TOLL COMPANY	R	12.03
01	305683	08/04/2022	TOWN & COUNTRY FENCE	R	2,722.00
01	305684	08/04/2022	TRIMARK HOCKENBERGS	R	922.65
01	305685	08/04/2022	TRIO SUPPLY COMPANY	R	303.02
01	305686	08/04/2022	TYLER TECHNOLOGIES, INC.	R	13,638.72
01	305687	08/04/2022	UPPER LAKES FOODS	R	1,971.94
01	305688	08/04/2022	SCENARIO LEARNING, LLC	R	10,656.00
01	305689	08/04/2022	VOSS ELECTRIC CO	R	1,276.20
01	305690	08/04/2022	WILLIAM H SADLIER, INC.	R	492.81
01	305691	08/04/2022	XCEL ENERGY	R	26,414.50
01	V612047	08/04/2022	ERICA T BARLOW	R	70.00
01	V612048	08/04/2022	MIRIAM A CASTRO SANJUAN	R	40.00
01	V612049	08/04/2022	MARY L CLARKSON	R	70.00
01	V612050	08/04/2022	LATANYA R DANIELS	R	70.00
01	V612051	08/04/2022	GEORGE A DENNIS	R	35.00
01	V612052	08/04/2022	MEGAN M STECHER	R	70.00
01	V612053	08/04/2022	PETER J FITZPATRICK	R	40.00
01	V612054	08/04/2022	STEVEN T FLUCAS	R	70.00
01	V612055	08/04/2022	DAVID A FREEBURG	R	70.00
01	V612056	08/04/2022	RACHEL GENS	R	70.00
01	V612057	08/04/2022	AREND J GEURINK	R	70.00
01	V612058	08/04/2022	JAMES A GILLIGAN	R	70.00
01	V612059	08/04/2022	CHRISTINA M GONZALEZ	R	70.00
01	V612060	08/04/2022	KYLE L GUSTAFSON	R	40.00
01	V612061	08/04/2022	KEVIN D HARRIS	R	40.00
01	V612062	08/04/2022	JAMES L HILL	R	40.00
01	V612063	08/04/2022	JESSICA M HOFFMAN	R	40.00
01	V612064	08/04/2022	CRAIG D HOLJE	R	70.00

01	V612065	08/04/2022	CORY J KLINGE	R	70.00
01	V612066	08/04/2022	DANIEL E KRETSINGER	R	70.00
01	V612067	08/04/2022	ANOOOP KUMAR	R	40.00
01	V612068	08/04/2022	SHANNON J LINDBERG	R	40.00
01	V612069	08/04/2022	JOHN M LORENZINI	R	70.00
01	V612070	08/04/2022	COLLEEN M MAHONEY	R	70.00
01	V612071	08/04/2022	MICHAEL A MANNING	R	70.00
01	V612072	08/04/2022	DANIEL P MCGINN	R	40.00
01	V612073	08/04/2022	DOUG R MCMEEKIN	R	70.00
01	V612074	08/04/2022	KENT D MEYER	R	70.00
01	V612075	08/04/2022	ALECIA M MOBLEY	R	70.00
01	V612076	08/04/2022	ERIN H NEILON	R	40.00
01	V612077	08/04/2022	ROBERT G OLSON	R	40.00
01	V612078	08/04/2022	LAURA B OTTERNESS	R	70.00
01	V612079	08/04/2022	MARK S PEDERSEN	R	40.00
01	V612080	08/04/2022	CHRISTOPHER A PETERSON	R	70.00
01	V612081	08/04/2022	DENNIS E PETERSON	R	35.00
01	V612082	08/04/2022	CASSANDRA QUAM	R	70.00
01	V612083	08/04/2022	RENEE C REED-KARSTENS	R	40.00
01	V612084	08/04/2022	KEITH D RIEF	R	40.00
01	V612085	08/04/2022	MAUREEN E PRYOR	R	40.00
01	V612086	08/04/2022	TIMECKA MARIE SANCHEZ-MICHAELS	R	70.00
01	V612087	08/04/2022	ASHLEY SCHAEFER	R	70.00
01	V612088	08/04/2022	MARTA I SHAHSAVAND	R	70.00
01	V612089	08/04/2022	AMY B SKARE-KLECKER	R	70.00
01	V612090	08/04/2022	NANCY J STACHEL	R	70.00
01	V612091	08/04/2022	PATRICK M SURE	R	40.00
01	V612092	08/04/2022	STACY THEIEN-COLLINS	R	70.00
01	V612093	08/04/2022	VLADIMIR S TOLEDO	R	40.00
01	V612094	08/04/2022	STEVEN P UNOWSKY	R	270.00
01	V612095	08/04/2022	STEPHEN C URBANSKI	R	40.00
01	V612096	08/04/2022	CARRIE A VALA	R	70.00
01	V612097	08/04/2022	JENNIFER K VALLEY	R	70.00
01	V612098	08/04/2022	RYAN WAGNER	R	40.00
01	V612099	08/04/2022	REBECCA S WALD	R	40.00
01	V612100	08/04/2022	MICHELLE R WHITESIDE	R	70.00
01	V612101	08/04/2022	KASYA L WILLHITE	R	70.00
01	V612102	08/04/2022	AMY J WINTER AHSENMACHER	R	70.00
01	V2301284	08/04/2022	P-CARD BAIRD LISA	R	2,299.34
01	V2301285	08/04/2022	P-CARD BRUNNER PATTI	R	6,670.11
01	V2301286	08/04/2022	P-CARD BURT EMILY	R	2,610.85
01	V2301287	08/04/2022	P-CARD CARUSO MATTHEW	R	12.99
01	V2301288	08/04/2022	P-CARD EDWARDS NATHAN	R	25.00
01	V2301289	08/04/2022	P-CARD GEURINK AREND	R	630.91
01	V2301290	08/04/2022	P-CARD GULLICKSON KEVIN	R	95.99
01	V2301291	08/04/2022	P-CARD HOLJE CRAIG	R	229.00
01	V2301292	08/04/2022	P-CARD KRETSINGER DAN	R	2,664.84
01	V2301293	08/04/2022	P-CARD LUNDY MICHELLE	R	2,626.00
01	V2301294	08/04/2022	P-CARD MAHONEY COLLEEN	R	47.81
01	V2301295	08/04/2022	P-CARD MANNING MICHAEL	R	38.96

01	V2301296	08/04/2022	P-CARD MCGINN DAN	R	343.46
01	V2301297	08/04/2022	P-CARD MORRISSEY MELISSA	R	4,884.63
01	V2301298	08/04/2022	P-CARD SHAHSAVAND MARTA	R	73.95
01	V2301299	08/04/2022	P-CARD SKARE-KLECKER AMY	R	50.00
01	V2301300	08/04/2022	P-CARD STACHEL NANCY	R	16.12
01	V2301301	08/04/2022	P-CARD VALLEY JENNIFER	R	437.96
01	V2301302	08/04/2022	P-CARD WINTER AMY	R	60.30
01	V2301303	08/04/2022	P-CARD BROWN MATTHEW	R	805.24
01	V2301304	08/04/2022	P-CARD LUNDY MICHELLE	R	353.76
01	V2301305	08/04/2022	P-CARD MORRISSEY MELISSA	R	97.89
01	305692	08/05/2022	AMPLIFIED IT, A CDW COMPANY	R	3,749.95
01	305693	08/05/2022	BATTERIES R US	R	799.96
01	305694	08/05/2022	BENILDE-ST.MARGARET	R	467.05
01	305695	08/05/2022	CITY OF LAKES WALDORF SCHOOL	R	461.18
01	305696	08/05/2022	CITY OF RICHFIELD	R	6,230.53
01	305697	08/05/2022	COMMERCIAL KITCHEN	R	1,068.89
01	305698	08/05/2022	CONTINENTAL RESEARCH CORP	R	475.67
01	305699	08/05/2022	ECM PUBLISHERS INC	R	124.55
01	305700	08/05/2022	FIRST BAPTIST CHURCH SCHOOLS	R	309.03
01	305701	08/05/2022	HOBART SERVICE	R	235.50
01	305702	08/05/2022	HOME DEPOT U.S.A.	R	543.60
01	305703	08/05/2022	HOPE ACADEMY	R	1,464.91
01	305704	08/05/2022	INDEPENDENT SCHOOL DISTRICT 622	R	955.74
01	305705	08/05/2022	INSTITUTE FOR ENVIROMENTAL	R	4,260.00
01	305706	08/05/2022	LAKE COUNTRY SCHOOL	R	291.33
01	305707	08/05/2022	NATALIE D RASMUSSEN	R	5,000.00
01	305708	08/05/2022	PROVIDENCE ACADEMY	R	304.00
01	305709	08/05/2022	RAJ SETHURAJU	R	3,250.00
01	305710	08/05/2022	RUPP ANDERSON SQUIRES & WALDSPURGER	R	6,124.38
01	305711	08/05/2022	SOUTHWEST METRO INTER DIST 288	R	620.94
01	305712	08/05/2022	VELOCITY DRAIN SERVICES INC	R	1,505.00
01	305713	08/05/2022	WIESE USA, INC.	R	1,687.90
01	305714	08/09/2022	NORTH CENTRAL BUS	R	82,596.45
01	305715	08/09/2022	SHUTTERFLY LIFETOUCH, LLC	R	507.50
01	305716	08/09/2022	MTN-METROPOLITAN TRANSP NETWORK	R	67,504.00
01	305717	08/09/2022	STATE SUPPLY COMPANY	R	57.40

TOTAL CHECKS, EPAYS, WIRES, PCARDS					3,989,029.21
---	--	--	--	--	---------------------

P-CARD,CHECK RUNS, E-PAYS & WIRES FOR 08/15/2022 BOARD REPORTS

BANK 05	DATE	AMOUNT
JULY Pcards Paid 8/4/22	7/4/2022	25,075.11
E-Pays	7/29/2022	911.10
	8/4/2022	3,450.00
Wire Transfer	7/27/2022	2,488,614.58
Construction Checks	7/25/2022	72,507.68
Checks	7/21/2022	317,366.94
	7/22/2022	6,420.32
	7/27/2022	655,048.61
	7/29/2022	3,002.95
	8/4/2022	226,036.46
	8/5/2022	39,930.11
	8/9/2022	150,665.35

CHECK REGISTER BANK 05 TOTAL =	3,989,029.21
--------------------------------	--------------

BREAKDOWN	
01-206-00	1,240,748.58
02-206-00	46,460.91
03-206-00	108,246.97
04-206-00	21,278.13
06-206-00	76,767.68
07-206-00	2,340,114.58
18-206-00	71.36
20-206-00	5,731.24
21-206-00	1,109.76
47-206-00	148,500.00
BANK TOTAL =	3,989,029.21

Agenda Item IV.B

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, August 15, 2022

Subject: PERSONNEL ITEMS
(Recommended by Superintendent)

That the Board of Education approve the following personnel items:

Certified Full Time Position for Employment – 1st Year Probation

Dawn Shannon – FACS Teacher – Richfield Senior High

Effective Date: 8/23/2022

Claire Madden – English Language Learner – District Wide

Effective Date: 8/23/2022

Abby Poplawski – Special Education Teacher – Dual Language School

Effective Date: 8/23/2022

Carrie Smith – Dance Teacher – Richfield Middle School

Effective Date: 8/23/2022

Certified Full Time Position for Employment Revision – 1st Year Probation

Timothy Webendorfer – Spanish Teacher – Richfield Senior High

Effective Date: 8/23/2022

Certified Full Time Position for Employment – 3rd Year Probation

Melissa Henkelman – Early Childhood Special Education – ECSE

Effective: 8/23/2022

Adam Alcott – Literacy Math Intervention – Richfield High School

Effective 8/23/2022

Classified Full Time position Administrative Assistant – Unpaid LOA

Audrey Santos – Admin Assistant – Richfield Senior High

Effective: 2022-2023 School Year

FTE Reduction: .20

Classified Full Time Administrative Assistant – Resignation

Lizette Morales Moreno – Administrative Assistant – Richfield Senior High

Effective: 6/30/2022

Years in Richfield: 7 Yrs.

Classified Part Time Transportation – Resignation

Steven Carroll – Bus Driver – Transportation

Effective: 06/07/2022

Years in Richfield: 14 Yrs.

Classified Full Time Paraprofessional – Resignation

Daryl Findlay Lampkin – Security Monitor – Richfield Middle School

Effective: June 17, 2022

Years in Richfield: 4 Yrs.

Kathryn Alarcon – Special Education Paraprofessional – Centennial Elementary

Effective: June 9, 2022

Years in Richfield: 2.5 Yrs.

Rebekah Polland – Instructional Paraprofessional – Dual Language School

Effective: June 9, 2022

Years in Richfield: 1 Yr.

Carolyn Kinney – Special Education Paraprofessional – STEM Elementary

Effective: June 9, 2022

Years in Richfield: 1 Yr.

Rebekah Polland – Instructional Paraprofessional – Sheridan Hills Elementary

Effective: June 9, 2022

Years in Richfield: 17 Yrs.

Warren Matthews Jr. – Security Monitor – Richfield Senior High

Effective: June 9, 2022

Years in Richfield: 5 Yrs.

Lisa Rupiper – Special Education Paraprofessional – Centennial Elementary

Effective: June 9, 2022

Years in Richfield: 18 Yrs.

Classified Full Time Student Engagement Specialist – Resignation

Shemitra Price – SES – Richfield Middle School

Effective: August 8, 2022

Years in Richfield: 2 Yrs.

Classified Full Time Paraprofessional – Retirement

Dennis Peterson – Paraprofessional Tech Support – District Wide

Effective: August 19, 2022

Years in Richfield: 18 Yrs.

OLD BUSINESS – FOR ACTION

Agenda Item V.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, August 15, 2022

Subject: Drug-Free Workplace/Drug-Free School

(Recommended by the superintendent)

Passage upon a third read of Policy 104: Drug-Free Workplace/Drug-Free School.
Revisions have been included to adhere to District branding and style guidelines.

Attachments:

Policy 104: Drug-Free Workplace/Drug-Free School
MSBA Model Policy 418: Drug-Free Workplace/Drug-Free School

RICHFIELD PUBLIC SCHOOLS

DRUG-FREE WORKPLACE/DRUG-FREE SCHOOL

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances, medical cannabis, and controlled substances without a physician prescription.

II. GENERAL STATEMENT OF POLICY

- A. Use or possession of controlled substances, toxic substances, medical cannabis, and alcohol before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.
- B. It shall be a violation of this policy for any student, teacher, administrator, other school district personnel, or member of the public to use or possess alcohol, toxic substances, medical cannabis, or controlled substances in any school location.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or member of the public who violates this policy.
- D. ~~Random Canine canine searches may be used to determine if any violation of this policy has occurred. All school district property and personal property of students or staff are subject to such searches.~~

III. DEFINITIONS

- A. "Alcohol" includes any alcoholic beverage, malt beverage, or fortified wine or other intoxicating liquor; as defined in Minn. Stat. § 340A.101.
- B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 U.S.C. § 812, including analogues and look-alike drugs.
- C. "Medical cannabis" means any species of the genus cannabis plant, or any mixture or preparation of them, including whole plant extracts and resins, and is delivered in the form of: (1) liquid, including, but not limited to, oil; (2) pill; (3) vaporized delivery method with use of liquid or oil but which does not require the use of dried leaves or plant form; or (4) any other method,

excluding smoking, approved by the commissioner. All cannabis is specifically prohibited on school grounds by Minn. Stat. § 152.23.-

- D. "Toxic substances" includes glue, cement, aerosol paint, or other substances used or possessed with the intent of inducing intoxication or excitement of the central nervous system.
- E. "Use" includes to sell, buy, manufacture, distribute, dispense, possess, use or be under the influence of alcohol and/or controlled substances.
- F. "Possess" means to have on one's person, in one's effects, or in an area subject to one's control.
- G. "School district location" includes any school building or on any school premises; including any school owned property including but not limited to, lockers, desks, closets, cloak rooms, and any school parking lots; on any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.

IV. EXCEPTIONS

- A. It shall not be a violation of this policy for a person to bring onto a school location, for such person's own use, a controlled substance which has a currently accepted medical use in treatment in the United States and the person has a physician prescription for the substance. This exception does not apply to medical cannabis, the possession and use of which on school property is not allowed regardless of whether the person has a physician prescription, as specified in Minn. Stat. § 152.23. The person shall comply with the relevant procedures of this policy.
- B. It shall not be a violation of this policy for a person to possess an alcoholic beverage in a school location when the possession is within the exceptions of Minn. Stat. § 624.701, Subd. 1a (experiments in laboratories or pursuant to a temporary license under Minn. Stat. § 340A.404, Subd. 10 and § 340A.403, Subd. 2).

V. PROCEDURES

- A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, must provide a copy of the prescription and the medication to the school nurse, principal or other designated staff member. The school district's licensed school nurse,

trained health assistant, principal, teacher or other designated staff member will administer the prescribed medication in accordance with school district procedures.

B. Employees who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis as specified in Minn. Stat. § 152.23, are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform his or her supervisor, or the ~~Director-director~~ of ~~Human-human~~ Resourcesresources. The employee may be required to provide a copy of the prescription.

C. Employees are subject to the school district's drug and alcohol testing policies and procedures.

D. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy. Records documenting staff acknowledgement of this policy will be maintained by the Human Resources ~~Departmentdepartment~~.

E. Members of the public are not permitted to use or possess controlled substances in a school location except with the express permission of the superintendent.

F. No person is permitted to possess or use medical cannabis on a school bus or van; or on the grounds of any preschool or primary or secondary school; or on the grounds of any child care facility, as specified in Minn. Stat. § 152.23.

G. Possession of alcohol on school grounds pursuant to the exceptions of Minn. Stat. § 624.701, Subd. 1a, shall be by permission of the school board only. The applicant for permission shall apply in writing and shall follow the school board procedures for placing an item on the agenda.

VI. ENFORCEMENT

A. Students

1. A student who violates the terms of this policy shall be subject to discipline in accordance with Policy 541: Student Behavior~~the school district's discipline policy~~. Such discipline may include suspension or expulsion from school.

2. The student may be referred to a drug or alcohol assistance or rehabilitation program and/or to law enforcement officials where appropriate.

B. Employees

1. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination or discharge as deemed appropriate by the school board.
2. In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse assistance or rehabilitation program approved by the school district. Any employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension or termination as deemed appropriate by the school board.
3. As a condition of employment in any federal grant, each employee who is engaged either directly or indirectly in performance of a federal grant shall abide by the terms of this policy and shall notify his or her supervisor in writing of his or her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school district federal grant is performed, no later than five (5) calendar days after such conviction.
4. Sanctions against employees, including nonrenewal, suspension, termination or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements and school district policies.

C. The Public:

A member of the public who violates this policy shall be informed of the policy and asked to leave. If necessary, law enforcement officials will be notified and asked to provide an escort.

Legal References:

Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 152.22 (Medical Cannabis; Definitions)
Minn. Stat. § 152.23 (Medical Cannabis; Limitations)
Minn. Stat. § 340A.101 (Definitions)
Minn. Stat. § 340A.403 (3.2 Percent Malt Liquor Licenses)
Minn. Stat. § 340A.404 Intoxicating Liquor; On-Sale
Licenses)
Minn. Stat. § 609.684 (Sale of Toxic Substances to Children;
Abuse of Toxic Substances)
Minn. Stat. § 624.701 (~~Liquor~~ Alcohol in Certain Buildings or
Grounds)
21 C.F.R. §§ 1308.11-1308.15 (Controlled Substances)
21 U.S.C. § 812 (Schedules of Controlled Substances)
41 U.S.C. 701-707 (Drug-Free Workplace Act)
20 U.S.C. 7101-7165 (Safe and Drug-Free Schools)

Communities Act of 1994)
34 C.F.R. Part 84 (Government wide Requirements for
Drug-Free Workplace)

Cross Reference:

Board Policy 404 - Drug and Alcohol Testing
Board Policy 541 - Student Behavior
Board Policy 543 – Search of Student Lockers, Desks,
Personal Possessions, Student's Person and All Other School
Locations
Board Policy 544 - Chemical Use/Abuse

~~ADOPTED-RATIFIED~~ BY THE BOARD OF EDUCATION: September 5, 1995

~~AMENDED-REVISED~~ BY THE BOARD OF EDUCATION: November 6, 2000; January
21, 2003, June 17, 2008, May 16, 2016

Adopted: _____

MSBA/MASA Model Policy 418

Orig. 1995

Revised: _____

Rev. 2015

418 DRUG-FREE WORKPLACE/DRUG-FREE SCHOOL

[Note: School districts are required by statute to have a policy addressing these issues.]

I. PURPOSE

The purpose of this policy is to maintain a safe and healthful environment for employees and students by prohibiting the use of alcohol, toxic substances, medical cannabis, and controlled substances without a physician's prescription.

II. GENERAL STATEMENT OF POLICY

- A. Use or possession of controlled substances, toxic substances, medical cannabis, and alcohol before, during, or after school hours, at school or in any other school location, is prohibited as general policy. Paraphernalia associated with controlled substances is prohibited.
- B. A violation of this policy occurs when any student, teacher, administrator, other school district personnel, or member of the public uses or possesses alcohol, toxic substances, controlled substances, or medical cannabis in any school location.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or member of the public who violates this policy.

III. DEFINITIONS

- A. "Alcohol" includes any alcoholic beverage, malt beverage, fortified wine, or other intoxicating liquor.
- B. "Controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 U.S.C. § 812, including analogues and look-alike drugs.
- C. "Medical cannabis" means any species of the genus cannabis plant, or any mixture or preparation of them, including whole plant extracts and resins, and is delivered in the form of: (1) liquid, including, but not limited to, oil; (2) pill; (3) vaporized delivery method with use of liquid or oil but which does not require the use of dried leaves or plant form; or (4) any other method, excluding smoking, approved by the commissioner.
- D. "Toxic substances" includes glue, cement, aerosol paint, or other substances used or possessed with the intent of inducing intoxication or excitement of the central nervous system.
- E. "Use" includes to sell, buy, manufacture, distribute, dispense, possess, use, or be under the influence of alcohol and/or controlled substances, whether or not for the purpose of receiving remuneration or consideration.

- F. "Possess" means to have on one's person, in one's effects, or in an area subject to one's control.
- G. "School location" includes any school building or on any school premises; in any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school-sponsored or school-approved activity, event, or function, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.

IV. EXCEPTIONS

- A. A violation of this policy does not occur when a person brings onto a school location, for such person's own use, a controlled substance, except medical cannabis, which has a currently accepted medical use in treatment in the United States and the person has a physician's prescription for the substance. The person shall comply with the relevant procedures of this policy.
- B. A violation of this policy does not occur when a person possesses an alcoholic beverage in a school location when the possession is within the exceptions of Minn. Stat. § 624.701, Subd. 1a

(experiments in laboratories; pursuant to a temporary license to sell liquor issued under Minnesota laws or possession after the purchase from such a temporary license holder).

V. PROCEDURES

- A. Students who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, must comply with the school district's student medication policy.

[Note: School districts are required by Minn. Stat. § 121A.22 to develop procedures for the administration of drugs and medicine. If the school district does not have a student medication policy such as MSBA/MASA Model Policy 516, this Paragraph A. can be modified to provide: "Students who have a prescription from a physician for medical treatment with a controlled substance must provide a copy of the prescription and the medication to the school nurse, principal, or other designated staff member. The school district's licensed school nurse, trained health clerk, principal, or teacher will administer the prescribed medication in accordance with school district procedures."]

- B. Employees who have a prescription from a physician for medical treatment with a controlled substance, except medical cannabis, are permitted to possess such controlled substance and associated necessary paraphernalia, such as an inhaler or syringe. The employee must inform his or her supervisor. The employee may be required to provide a copy of the prescription.
- C. Each employee shall be provided with written notice of this Drug-Free Workplace/Drug-Free School policy and shall be required to acknowledge that he or she has received the policy.

[Note: The Drug-Free Workplace Act requires that school district employees be notified by a published statement of the prohibition of the use of controlled substances and actions that will be taken against employees for violations of such prohibition. 41 U.S.C. § 8103; 34 C.F.R. Part 84. An acknowledgment will document satisfaction by the school district of this federal requirement.]

- D. Employees are subject to the school district's drug and alcohol testing policies and procedures.
- E. Members of the public are not permitted to possess controlled substances in a school location except with the express permission of the superintendent.
- F. No person is permitted to possess or use medical cannabis on a school bus or van; or on the grounds of any preschool or primary or secondary school; or on the grounds of any child care facility.
- G. Possession of alcohol on school grounds pursuant to the exceptions of Minn. Stat. § 624.701, Subd. 1a, shall be by permission of the school board only. The applicant shall apply for permission in writing and shall follow the school board procedures for placing an item on the agenda.

VI. ENFORCEMENT

A. Students

- 1. A student who violates the terms of this policy shall be subject to discipline in accordance with the school district's discipline policy. Such discipline may include suspension or expulsion from school.
- 2. The student may be referred to a drug or alcohol assistance or rehabilitation program and/or to law enforcement officials when appropriate.

B. Employees

- 1. As a condition of employment in any federal grant, each employee who is engaged either directly or indirectly in performance of a federal grant shall abide by the terms of this policy and shall notify his or her supervisor in writing of his or her conviction of any criminal drug statute for a violation occurring in any of the places listed above on which work on a school district federal grant is performed, no later than five (5) calendar days after such conviction. Conviction means a finding of guilt (including a plea of nolo contendere) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the federal or state criminal drug statutes.
- 2. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, termination, or discharge as deemed appropriate by the school board.

3. In addition, any employee who violates the terms of this policy may be required to satisfactorily participate in a drug and/or alcohol abuse assistance or rehabilitation program approved by the school district. Any employee who fails to satisfactorily participate in and complete such a program is subject to nonrenewal, suspension, or termination as deemed appropriate by the school board.
4. Sanctions against employees, including nonrenewal, suspension, termination, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.

C. The Public

A member of the public who violates this policy shall be informed of the policy and asked to leave. If necessary, law enforcement officials will be notified and asked to provide an escort.

Legal References: Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)
Minn. Stat. § 152.22 (Medical Cannabis; Definitions)
Minn. Stat. § 152.23 (Medical Cannabis; Limitations)
Minn. Stat. § 340A.403 (3.2 Percent Malt Liquor Licenses)
Minn. Stat. § 340A.404 (Intoxicating Liquor; On-Sale Licenses)
Minn. Stat. § 609.684 (Sale of Toxic Substances to Children; Abuse of Toxic Substances)
Minn. Stat. § 624.701 (Alcohol in Certain Buildings or Grounds)
20 U.S.C. § 7101-7165 (Safe and Drug-Free Schools and Communities Act)
21 U.S.C. § 812 (Schedules of Controlled Substances)
41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)
21 C.F.R. §§ 1308.11-1308.15 (Controlled Substances)
34 C.F.R. Part 84 (Government-wide Requirements for Drug-Free Workplace)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 416 (Drug and Alcohol Testing)
MSBA/MASA Model Policy 417 (Chemical Use and Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 516 (Student Medication)

OLD BUSINESS – FOR REVIEW

Agenda Item V.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, August 15, 2022

Subject: Disposition of Obsolete Equipment and Material

(Recommended by the superintendent)

A second read of Policy 805: Disposition of Obsolete Equipment and Material.
Revisions have been included to align to updates in the MSBA model policy.

Attachments:

Policy 805: Disposition of Obsolete Equipment and Material

MSBA Model Policy 802: Disposition of Obsolete Equipment and Material

RICHFIELD PUBLIC SCHOOLS

DISPOSITION OF OBSOLETE EQUIPMENT AND MATERIAL

I. PURPOSE

The purpose of this policy is to provide guidelines for the superintendent to assist in timely disposition of obsolete equipment and material.

II. GENERAL STATEMENT OF POLICY

Effective use of school building space, and consideration for safety of personnel, will at times require disposal of obsolete equipment and material.

III. DEFINITIONS

- A. "Contract" means an agreement entered into by the school district for the sale of supplies, materials, or equipment.
- B. "Official newspaper" is a regular issue of a qualified legal newspaper.

IV. MANNER OF DISPOSITION

A. Authorization

The superintendent shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the school board. The superintendent shall be authorized to properly dispose of used books, materials, and equipment deemed to have little or no value.

B. Contracts Over \$~~100~~175,000

1. If the value of the equipment or materials is estimated to exceed \$~~100~~175,000, sealed bids shall be solicited by two weeks' published notice in the official newspaper. This notice shall state the time and place of receiving bids and contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the school board shall deem necessary.
2. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.

3. A record shall be kept of all bids, with names of bidders and amounts of bids, and an indication of the successful bid. A bid containing an alteration or erasure of any price contained in the bid which is used in determining the highest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.
4. In the case of identical high bids from two or more bidders, the school board may, at its discretion, utilize negotiated procurement methods with the tied high bidders so long as the price paid does not go below the high tied bid price. In the case where only a single bid is received, the school board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not fall below the original bid. If no satisfactory bid is received, the board may readvertise.
5. All bids obtained shall be kept on file for a period of at least one year after their receipt. Every contract made without compliance with the foregoing provisions shall be void.
6. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion of the selection process, meaning the school has completed its evaluation and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified which were made public at the bid opening for one year from the proposed opening date or until resolicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data becomes public. Data created or maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

C. Contracts From \$25,000 to \$~~100~~175,000

If the amount of the sale is estimated to exceed \$25,000 but not to exceed \$~~100~~175,000, the contract may be made either upon sealed bids in the manner directed above or by direct negotiation,

by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

D. Contracts \$25,000 or Less

If the amount of the sale is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the school board. The sale in the open market may be by auction. If the contract is made on quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

E. Electronic Sale of Surplus Supplies, Materials, and Equipment

Notwithstanding the other procedural requirements of this policy, the school district may contract to sell supplies, materials, and equipment which is surplus, obsolete, or unused through an electronic selling process in which purchasers compete to purchase the supplies, materials, or equipment at the highest purchase price in an open and interactive environment.

F. Notice of Quotation

Notice of procedures to receive quotations shall be given by publication or other means as appropriate to provide reasonable notice to the public.

G. Sales to Employees

No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at a public auction or by sealed response, if the employee is not directly involved in the auction or sale process. Reasonable notice shall include at least one week's published or posted notice. A school district employee may purchase no more than one motor vehicle from the school district at any one auction. This section shall not apply to the sale of property or materials acquired or produced by the school district for sale to the general public in the ordinary course of business. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or possession for sale is in the ordinary course of business or the normal course of the employee's duties.

H. Exceptions for Surplus School Computers

A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contracts if it is disposing of surplus school computer and related equipment, including a tablet device, by conveying the property and title to:

1. another school district;
2. the state department of corrections;
3. the board of trustees of Minnesota State Colleges and Universities; ~~or~~
4. the family of a student residing in the district whose total family income meets the federal definition of poverty; or
5. a charitable organization under section 501(c)(3) of the Internal Revenue Code that is registered with the attorney general's office for educational use.

If surplus school computers are not disposed of as described above, upon adoption of a written resolution of the school board, when updating or replacing school computers, including tablet devices, used primarily by students, the school district may sell or give used computers or tablets to qualifying students at the price specified in the written resolution. A student is eligible to apply to the school board for a computer or tablet under this subdivision if the student is currently enrolled in the school and intends to enroll in the school in the year following the receipt of the computer or tablet. If more students apply for computers or tablets than are available, the school must first qualify students whose families are eligible for free or reduced-price meals and then dispose of the remaining computers or tablets by lottery.

Legal References: Minn. Stat. § 13.591 (Business Data)
Minn. Stat. § 15.054 (Public Employees Not to Purchase Merchandise From Governmental Agencies; Exceptions; Penalty)
Minn. Stat. § 123B.29 (Sale of School Building at Auction)
Minn. Stat. § 123B.52 (Contracts)
Minn. Stat. § 471.345 (Uniform Municipal Contracting Law)
Minn. Stat. § 645.11 (Published Notice)

Cross References: MSBA Service Manual, Chapter 13, School Law Bulletin "F" (School District Contract and Bidding Procedures)

~~ADOPTED-RATIFIED~~ BY THE BOARD OF EDUCATION: May 16, 2016
REVISED BY THE BOARD OF EDUCATION: September 6, 2022

Formatted: Left

Adopted: _____

MSBA/MASA Model Policy 802

Orig. 1995

Revised: _____

Rev. 2019

802 DISPOSITION OF OBSOLETE EQUIPMENT AND MATERIAL

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

I. PURPOSE

The purpose of this policy is to provide guidelines for the superintendent to assist in timely disposition of obsolete equipment and material.

II. GENERAL STATEMENT OF POLICY

Effective use of school building space, and consideration for safety of personnel, will at times require disposal of obsolete equipment and material.

III. DEFINITIONS

- A. "Contract" means an agreement entered into by the school district for the sale of supplies, materials, or equipment.
- B. "Official newspaper" is a regular issue of a qualified legal newspaper.

IV. MANNER OF DISPOSITION

A. Authorization

The superintendent shall be authorized to dispose of obsolete equipment and materials by selling it at a fair price consistent with the procedures outlined in this policy. Any sale exceeding the minimum amount for which bids are required must first be specifically authorized by the school board. The superintendent shall be authorized to properly dispose of used books, materials, and equipment deemed to have little or no value.

B. Contracts Over \$175,000

1. If the value of the equipment or materials is estimated to exceed \$175,000, sealed bids shall be solicited by two weeks' published notice in the official newspaper. This notice shall state the time and place of receiving bids and contain a brief description of the subject matter. Additional publication in the official newspaper or elsewhere may be made as the school board shall deem necessary.
2. The sale shall be awarded to the highest responsible bidder, be duly executed in writing, and be otherwise conditioned as required by law.
3. A record shall be kept of all bids, with names of bidders and amounts of bids, and an indication of the successful bid. A bid containing an alteration or erasure of any price contained in the bid which is used in determining the highest responsible bid shall be rejected unless the alteration or erasure is corrected by being crossed out and the correction printed in ink or typewritten adjacent thereto and initialed in ink by the person signing the bid.

4. In the case of identical high bids from two or more bidders, the school board may, at its discretion, utilize negotiated procurement methods with the tied high bidders so long as the price paid does not go below the high tied bid price. In the case where only a single bid is received, the school board may, at its discretion, negotiate a mutually agreeable contract with the bidder so long as the price paid does not fall below the original bid. If no satisfactory bid is received, the board may readvertise.
5. All bids obtained shall be kept on file for a period of at least one year after their receipt. Every contract made without compliance with the foregoing provisions shall be void.
6. Data submitted by a business to a school in response to a request for bids are private until opened. Once opened, the name of the bidder and the dollar amount specified become public; all other data are private until completion of the selection process, meaning the school has completed its evaluation and ranked the responses. After completion of the selection process, all data submitted by all bidders are public except trade secret data. If all responses are rejected prior to completion of the selection process, all data remain private, except the name of the bidder and the dollar amount specified which were made public at the bid opening for one year from the proposed opening date or until resolicitation results in completion of the selection process or until a determination is made to abandon the purchase, whichever occurs sooner, at which point the remaining data becomes public. Data created or maintained by the school district as part of the selection or evaluation process are protected as nonpublic data until completion of the selection or evaluation process. At that time, the data are public with the exception of trade secret data.

C. Contracts From \$25,000 to \$175,000

If the amount of the sale is estimated to exceed \$25,000 but not to exceed \$175,000, the contract may be made either upon sealed bids in the manner directed above or by direct negotiation, by obtaining two or more quotations for the purchase or sale when possible, and without advertising for bids or otherwise complying with the requirements of competitive bidding notice. All quotations obtained shall be kept on file for a period of at least one year after receipt.

D. Contracts \$25,000 or Less

If the amount of the sale is estimated to be \$25,000 or less, the contract may be made either upon quotation or in the open market, in the discretion of the school board. The sale in the open market may be by auction. If the contract is made on quotation, it shall be based, so far as practicable, on at least two quotations which shall be kept on file for a period of at least one year after receipt.

E. Electronic Sale of Surplus Supplies, Materials, and Equipment

Notwithstanding the other procedural requirements of this policy, the school district may contract to sell supplies, materials, and equipment which is surplus, obsolete, or unused through an electronic selling process in which purchasers compete to purchase the supplies, materials, or equipment at the highest purchase price in an open and interactive environment.

F. Notice of Quotation

Notice of procedures to receive quotations shall be given by publication or other means as appropriate to provide reasonable notice to the public.

G. Sales to Employees

No officer or employee of the school district shall sell or procure for sale or possess or control for sale to any other officer or employee of the school district any property or materials owned by the school district unless the property and materials are not needed for public purposes and are sold to a school district employee after reasonable public notice, at a public auction or by sealed response, if the employee is not directly involved in the auction or sale process. Reasonable notice shall include at least one week's published or posted notice. A school district employee may purchase no more than one motor vehicle from the school district at any one auction. This section shall not apply to the sale of property or materials acquired or produced by the school district for sale to the general public in the ordinary course of business. Nothing in this section shall prohibit an employee of the school district from selling or possessing for sale public property if the sale or possession for sale is in the ordinary course of business or the normal course of the employee's duties.

H. Exceptions for Surplus School Computers

1. A school district may bypass the requirements for competitive bidding and is not subject to any other laws relating to school district contracts if it is disposing of surplus school computer and related equipment, including a tablet device, by conveying the property and title to:
 - a. another school district;
 - b. the state department of corrections;
 - c. the board of trustees of Minnesota State Colleges and Universities;
 - d. the family of a student residing in the district whose total family income meets the federal definition of poverty; or
 - e. a charitable organization under section 501(c)(3) of the Internal Revenue Code that is registered with the attorney general's office for educational use.
2. If surplus school computers are not disposed of as described in Paragraph 1., upon adoption of a written resolution of the school board, when updating or replacing school computers, including tablet devices, used primarily by students, the school district may sell or give used computers or tablets to qualifying students at the price specified in the written resolution. A student is eligible to apply to the school board for a computer or tablet under this subdivision if the student is currently enrolled in the school and intends to enroll in the school in the year following the receipt of the computer or tablet. If more students apply for computers or tablets than are available, the school must first qualify students whose families are eligible for free or reduced-price meals and then dispose of the remaining computers or tablets by lottery.

- Legal References:*** Minn. Stat. § 13.591 (Business Data)
Minn. Stat. § 15.054 (Public Employees Not to Purchase Merchandise from Governmental Agencies; Exceptions; Penalty)
Minn. Stat. § 123B.29 (Sale of School Building at Auction)
Minn. Stat. § 123B.52 (Contracts)
Minn. Stat. § 471.345 (Uniform Municipal Contracting Law)
Minn. Stat. § 645.11 (Published Notice)
- Cross References:*** MSBA Service Manual, Chapter 13, School Law Bulletin "F" (School District Contract and Bidding Procedures)

NEW BUSINESS – FOR REVIEW

Agenda Item VI.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, August 15, 2022

Subject: Environmental Health and Safety Standards

(Recommended by the superintendent)

A first read of Policy 782: Environmental Health and Safety Standards and Administrative Guideline 782.1.

Attachments:

Policy 782: Environmental Health and Safety Standards

Administrative Guideline 782.1

MSBA Model Policy 807: Health and Safety

RICHFIELD PUBLIC SCHOOLS

ENVIRONMENTAL HEALTH AND SAFETY STANDARDS

I. GENERAL STATEMENT OF POLICY

Richfield Public Schools shall promote a safe and healthy environment for students, staff, and the public, while striving for compliance with all federal, state and local laws the required guidelines established by the Department of Education for the Minnesota Public Schools, and best practices including Indoor Air Quality Management.

II. RESPONSIBILITY

A. The school district shall:

1. Identify potential safety hazards.
2. Identify the employee groups routinely exposed to hazards.
 - a. Provide personal protective equipment for the routinely exposed employee.
 - b. Train employees on workplace safety.
3. Develop a manual of health and safety management plans for employee use.
4. Annually review, update and approve the Health and Safety Manual at the first board meeting in February.
5. Support a school district Health and Safety Committee representing all employee groups to promote safety in our schools.
6. Provide program support with an annual health and safety management budget and the following assignments:
 - a. Health & Safety Program Manager – to manage the overall health and safety program with assistance from other employees and consultants.
 - b. Chemical Hygiene Officer - to manage the safe work practices and procedures in the science lab classrooms.
 - c. Risk Manager - to coordinate the workers compensation insurance policy with accident reporting.

- d. Exposure Control Officer – to oversee employee exposure procedures and assist with the coordination of new employee blood-borne pathogens training.
 - e. AHERA Coordinator – to coordinate and oversee asbestos inspections and abatements.
 - f. Indoor Air Quality Coordinator (IAQ) - to oversee indoor air quality concerns, projects and the management plan.
7. Provide a management information system to maintain records for review by the public and regulatory inspectors.
- B. The school administration shall develop a site specific security plan that includes but is not limited to:
1. The required use of employee identification badges
 2. The required use of visitor badges or passes
 3. Limiting the use of multiple entries
 4. Monitoring and / or locking school entry points
- C. The Superintendent is directed to develop administrative guidelines as necessary to assist in the implementation of this policy.

Legal References: Occupational Safety & Health Act of 1970
MN OSHA standard 1903.1
MN OSHA 5204.0010-.0090
MN OSHA 1910.1200
MN Workers Compensation, Chapter-176.732
MN Statute §182.669
MN Statute §182.653
MN Statute §79.251
MN Statute §123B.57

~~ADOPTED~~ RATIFIED BY THE BOARD OF EDUCATION: September 18, 2000

REVISED BY THE BOARD OF EDUCATION: March 19, 2001, July 8, 2002, March 19, 2007, May 21, 2012, May 20, 2013, June 17, 2014, July 11, 2016

1
2
3
4
5

REVIEWED AND REAFFIRMED BY THE BOARD OF EDUCATION:

RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINES

ENVIRONMENTAL HEALTH AND SAFETY STANDARDS

I. HEALTH AND SAFETY COMMITTEE

The Superintendent shall establish a Health and Safety Committee representing the school systems' employees to promote school safety. The committee shall consist of employees with representation from the various employee groups and all schools.

The function of the committee shall be to:

- A. Facilitate the sharing of employee health and safety concerns
- B. Monitor action on employee health and safety concerns
- C. Recommend health and safety program manual and procedure improvements
- D. Review accident reports to identify trends and recommend steps for accident reduction
- E. Facilitate communications between the employees and the employer on health and safety issues
- F. Promote the schools safety initiatives

II. BUILDING / SCHOOL SITE RESPONSIBILITIES

- A. The school administrator in collaboration with the Chief Human Resources and Administrative Officer shall be responsible for a health and safety program within the school.

The department directors and supervisors in collaboration with the Chief Human Resources and Administrative Officer shall be responsible for the health and safety program within their departments.

It is the school administrators, department supervisors, and directors responsibility to assure the participation of their employees in the safety-training program.

- B. The school administrator shall designate a "School Safety Coordinator" (SSC) to promote safe work practices and participate on the school district's employees Health and Safety Committee.

The School Safety Coordinator (SSC) shall:

1. Communicate school health and safety issues to the school administration and Health and Safety Committee
2. Maintain the school's safety information/files
3. Provide general communications to students, parents and staff regarding health and safety
4. Maintain an official employee health and safety bulletin board

C. The school administrator shall develop a written site-specific security plan that shall include but not be limited to:

1. General Procedures

- Practices and procedures used to secure personal property
- Practices and procedures used to monitor hallways
- Practices and procedures used when handling cash
- Awareness training
- Practices and procedures used for securing unattended equipment
- Practices and procedures used to authorize student pick-up by parents / guardians and other adults

2. Controlled Access during the School Day

- Practices and procedures used to limit access to the main entrance
- Practices and procedures used to keep track of visitors
- Practices and procedures used to approach strangers
- Practices and procedures used to direct school deliveries to the main office
- Practices and procedures used to limit access to the school by contracted service providers
- Practices and procedures used to allow staff to re-enter the school when doors are locked

3. Controlled Access after School Hours

- Practices and procedures used to assist visitors
- Custodian responsibilities for school security and activity supervision

4. Custodial Procedures

- Practices and procedures used to repair and secure damaged windows, door locks and other security items
- Practices and procedures used to schedule the use of interior lighting
- Practices and procedures used to schedule the use of parking lot lighting
- Practices and procedures used to secure unused areas
- Practices and procedures used to schedule the locking of exterior doors
- Practices and procedures used to secure unused lockers

D. School Safety Information

The main office of each school shall be the location for the school's health and safety records. This includes program management plans, testing results, surveys, Health and Safety Procedure Manual and other documentation for public viewing. Material safety data sheets are located in each area within the school which uses chemicals (science, industrial technology, food service, custodial/maintenance, and art). The District Warehouse/Central Receiving shall maintain a master copy of material safety data sheets on file.

The Health & Safety information files shall:

1. Contain site specific information
2. Be placed in a central location
3. Be accessible to the public
4. Be maintained/updated annually

III. HUMAN RESOURCE DEPARTMENT

The Human Resource Department shall distribute the "Employee Safety Guide" to all new employees and be responsible for notifying the Health & Safety Program Coordinator or designee of new employees requiring safety training.

New employee training shall include substitutes, temporary, part-time, and full-time employees.

The Human Resource Office shall process the "First Report of Injury" and maintain the OSHA, 200 Reporting Logs.

The Chief Human Resource and Administrative Officer shall be designated as the school system's "Risk Manager" and be responsible for coordinating the workers compensation insurance policy, and accident claim reporting with the insurance carrier.

IV. HEALTH AND SAFETY PROGRAM MANAGER / CHIEF HUMAN RESOURCES AND ADMINISTRATIVE OFFICER

The Chief Human Resources and Administrative Officer shall manage the school system's overall health and safety program with assistance from other employees and consultants.

The manager shall strive for compliance with federal, state and local laws as well as the required guidelines established by the Department of Education for Minnesota Public Schools.

The Chief Human Resources and Administrative Officer is the manager of all employee safety programs, and will provide the department supervisors and school administrators with:

- A. All required safety training
- B. A permanent record keeping system
- C. Safety management plans and procedures
- D. Communications to employees
- E. OSHA safety inspections
- F. Regulatory compliance communications

V. EXPOSURE CONTROL OFFICER / SCHOOL DISTRICT NURSE

The School District Nurse is designated the "Exposure Control Officer" and is responsible for overseeing employee exposure procedures, infectious disease control and the coordination of new employee first aid and blood-borne pathogens training. The supervisor shall also facilitate student and visitor accident reporting.

VI. CHEMICAL HYGIENE OFFICER (CHO) / SCIENCE TEACHER AND ASSISTANT

A. The CHO shall be assigned to oversee the lab safety program and to promote safe work practices and procedures in the workplace. The person in this position is someone who by experience and training is qualified to develop and maintain a laboratory safety program for the science lab classrooms.

B. The designated person shall:

1. Monitor the use of chemicals & safety procedures.

2. Promote safe work practices, procedures & engineering controls.
3. Strive for compliance with legal requirements.
4. Maintain safe chemical storage facilities.
5. Evaluate lab facilities for safety issues.
6. Monitor chemical procurement, distribution and safe storage practices.
7. Maintain a chemical inventory and material safety data sheets.
8. Maintain a record keeping system.
9. Maintain a labeling system and necessary signage.
10. Attend science lab safety training.
11. Participate in proper waste disposal procedures.
12. Implement and maintain the Chemical Hygiene Plan.

VII. AHERA COORDINATOR / DIRECTOR OF FACILITIES AND TRANSPORTATION

The AHERA Coordinator shall coordinate and oversee asbestos inspections and abatements throughout the District.

VIII. INDOOR AIR QUALITY (IAQ) COORDINATOR / DIRECTOR OF FACILITIES AND TRANSPORTATION

The IAQ Coordinator shall oversee the management program and follow the EPA's, Tools For Schools procedures to mitigate IAQ issues and coordinate any necessary sampling, mold abatements, ventilation improvements, etc.

IX. EMPLOYEE SAFETY TRAINING

The training curriculum shall follow the Occupational Health and Safety Administration guidelines and the employees shall receive their training during their normal work hours or be compensated for overtime by the employer.

The Health & Safety Department shall offer large group, small group, and individualized instruction by appointment for employees identified as exposed to a safety hazard.

The school system's assessment of affected employees is maintained by the Health & Safety Department. Employee training records are located in the Personnel Office and shall be maintained for a period of three years.

X. DATA BASE MANAGEMENT

A management information system shall be developed and maintained by the Health & Safety Program Coordinator to provide regulatory inspectors and the general public with historical information on school safety.

Dated: March 19, 2001

- 1 Reviewed: March 19, 2007
- 2 Revised: July 8, 2002, May 21, 2012, June 17, 2014, July 11, 2016

Adopted: _____

MSBA/MASA Model Policy 807

Orig. 2012

Revised: _____

Rev. 2015

807 HEALTH AND SAFETY POLICY

[Note: To receive health and safety revenue for any fiscal year, school districts must submit an application to the Commissioner of Education, along with a health and safety budget adopted and confirmed by the school board as being consistent with the school district's health and safety policy. This policy has been approved by the Minnesota Department of Education.]

The subdivisions of Minn. Stat. § 123B.57 that relate to a school district's ability to apply for health and safety revenue have been repealed effective fiscal year 2017. The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to assist the school district in promoting health and safety, reducing injuries, and complying with federal, state, and local health and safety laws and regulations.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to implement a health and safety program that includes plans and procedures to protect employees, students, volunteers, and members of the general public who enter school district buildings and grounds. The objective of the health and safety program will be to provide a safe and healthy learning environment; to increase safety awareness; to help prevent accidents, illnesses, and injuries; to reduce liability; to assign duties and responsibilities to school district staff to implement and maintain the health and safety program; to establish written procedures for the identification and management of hazards or potential hazards; to train school district staff on safe work practices; and to comply with all health and safety, environmental, and occupational health laws, rules, and regulations.
- B. All school district employees have a responsibility for maintaining a safe and healthy environment within the school district and are expected to be involved in the health and safety program to the extent practicable. For the purpose of implementing this policy, the school district may form a health and safety advisory committee to be appointed by the superintendent. The health and safety advisory committee will be composed of employees and other individuals with specific knowledge of related issues. The advisory committee will provide recommendations to the administration regarding plans and procedures to implement this policy and to establish procedures for identifying, analyzing, and controlling hazards, minimizing risks, and training school district staff on safe work practices. The committee will also recommend procedures for investigating accidents and enforcement of workplace safety rules. Each recommendation shall include estimates of annual costs of implementing and maintaining that proposed recommendation. The superintendent may request that the safety committee established under Minn. Stat. § 182.676 carry out all or part of the duties of the advisory committee or the advisory committee may consider recommendations from a separate safety committee established under Minn. Stat § 182.676.

III. PROCEDURES

- A. Based upon recommendations from the health and safety advisory committee and subject to the budget adopted by the school board to implement or maintain these recommendations, the administration will adopt and implement written plans and procedures for identification and management of hazards or potential hazards existing

within the school district in accordance with federal, state, and local laws, rules, and regulations. Written plans and procedures will be maintained, updated, and reviewed by the school board on an annual basis and shall be an addendum to this policy. The administration shall identify in writing a contact person to oversee compliance with each specific plan or procedure.

- B. To the extent that federal, state, and local laws, rules, and regulations do not exist for identification and management of hazards or potential hazards, the health and safety advisory committee shall evaluate other available resources and generally accepted best practice recommendations. Best practices are techniques or actions which, through experience or research, have consistently proven to lead to specific positive outcomes.
- C. The school district shall monitor and make good faith efforts to comply with any new or amended laws, rules, or regulations to control potential hazards.

IV. PROGRAM AND PLANS

- A. For the purpose of implementing this policy, the administration will, within the budgetary limitations adopted by the school board, implement a health and safety program that includes specific plan requirements in various areas as identified by the health and safety advisory committee. Areas that may be considered include, but are not limited to, the following:
 - 1. Asbestos
 - 2. Fire and Life Safety
 - 3. Employee Right to Know
 - 4. Emergency Action Planning
 - 5. Combustible and Hazardous Materials Storage
 - 6. Indoor Air Quality
 - 7. Mechanical Ventilation
 - 8. Mold Cleanup and Abatement
 - 9. Accident and Injury Reduction Program: Model AWAIR Program for Minnesota Schools
 - 10. Infectious Waste/Bloodborne Pathogens
 - 11. Community Right to Know
 - 12. Compressed Gas Safety
 - 13. Confined Space Standard
 - 14. Electrical Safety
 - 15. First Aid/CPR/AED
 - 16. Food Safety Inspection
 - 17. Forklift Safety
 - 18. Hazardous Waste
 - 19. Hearing Conservation
 - 20. Hoist/Lift/Elevator Safety
 - 21. Integrated Pest Management
 - 22. Laboratory Safety Standard/Chemical Hygiene Plan
 - 23. Lead
 - 24. Control of Hazardous Energy Sources (Lockout/Tagout)
 - 25. Machine Guarding
 - 26. Safety Committee
 - 27. Personal Protection Equipment (PPE)
 - 28. Playground Safety
 - 29. Radon
 - 30. Respiratory Protection
 - 31. Underground and Above Ground Storage Tanks
 - 32. Welding/Cutting/Brazing
 - 33. Fall Protection
 - 34. National Emission Standards for Hazardous Air Pollutants for School Generators established by the United States E.P.A.
 - 35. Other areas determined to be appropriate by the health and safety advisory

committee.

If a risk is not present in the school district, the preparation of a plan or procedure for that risk will not be necessary.

- B. The administration shall establish procedures to ensure, to the extent practicable, that all employees are properly trained and instructed in job procedures, crisis response duties, and emergency response actions where exposure or possible exposure to hazards and potential hazards may occur.
- C. The administration shall conduct or arrange safety inspections and drills. Any identified hazards, unsafe conditions, or unsafe practices will be documented and corrective action taken to the extent practicable to control that hazard, unsafe condition, or unsafe practice.
- D. Communication from employees regarding hazards, unsafe or potentially unsafe working conditions, and unsafe or potentially unsafe practices is encouraged in either written or oral form. No employee will be retaliated against for reporting hazards or unsafe or potentially unsafe working conditions or practices.
- E. The administration shall conduct periodic workplace inspections to identify potential hazards and safety concerns.
- F. In the event of an accident or a near miss, the school district shall promptly cause an accident investigation to be conducted in order to determine the cause of the incident and to take action to prevent a similar incident. All accidents and near misses must be reported to an immediate supervisor as soon as possible.

V. BUDGET

The superintendent shall be responsible to provide for periodic school board review and approval of the various plan requirements of the health and safety program, including current plan requirements and related written plans and procedures and recommendations for additional plan requirements proposed to be adopted. The superintendent, or such other school official as designated by the superintendent, each year shall prepare preliminary revenue and expenditure budgets for the school district's health and safety program. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the school board and the public. The school board shall review the projected revenues and expenditures for this program and make such adjustments within the expenditure budget to carry out the current program and to implement new recommendations within the revenues projected and appropriated for this purpose. No funds may be expended for the health and safety program in any school year prior to the adoption of the budget document authorizing that expenditure for that year, or prior to the adoption of an amendment to that budget document by the school board to authorize that expenditure for that year. The health and safety program shall be implemented, conducted, and administered within the fiscal restraints of the budget so adopted.

VI. ENFORCEMENT

Enforcement of this policy is necessary for the goals of the school district's health and safety program to be achieved. Within applicable budget limitations, school district employees will be trained and receive periodic reviews of safety practices and procedures, focusing on areas that directly affect the employees' job duties. Employees shall participate in practice drills. Willful violations of safe work practices may result in disciplinary action in accordance with applicable school district policies.

Legal References: Minn. Stat. § 123B.56 (Health, Safety, and Environmental Management)
Minn. Stat. § 123B.57 (Capital Expenditure; Health and Safety)

Minn. Stat. § 182.676 (Safety Committees)
Minn. Rules Part 5208.0010 (Applicability)
Minn. Rules Part 5208.0070 (Alternative Forms of Committee)

Cross References: MSBA/MASA Model Policy 407 (Employee Right to Know - Exposure to Hazardous Substances)
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)
MSBA/MASA Model Policy 806 (Crisis Management Policy)

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, August 15, 2022

Subject: Workers' Compensation Renewal

(Recommended by the Superintendent)

The administration has worked with Todd Awes and Debbie Thurner from Dolliff Insurance, the District Insurance Consultant, to renew our workers' compensation insurance for 2022-2023 with SFM Insurance. The 2021-2022 insurance premium renewal represents a 6.17% decrease in premium rate, including schedule credits and experience mod adjustments. This results in a 4.43% projected overall reduction in premium, inclusive of the projected payroll increases for 2022-2023, for a total projected premium of \$391,615 which is an expected decrease of \$18,158 in overall premium from 2021-2022.

Attachments

Workers' Compensation Proposal

A Workers Compensation Insurance Report

Prepared For:

Richfield Public Schools, ISD #280

District Office – Door 26

401 70th Street West

Richfield, MN 55423

Presented To:

Craig Holje

Chief Human Resources and Administrative Officer

Prepared By:

Todd A. Awes

Debbie Thurner

Policy Period:

September 1, 2022 – September 1, 2023



DOLLIFF INSURANCE

since 1929

6465 Wayzata Blvd.

Suite 850

St. Louis Park, MN 55426

Phone: 952-593-7400

Fax: 952-593-7444

Toll Free: 800-338-3531

www.dolliff.com

DOLLIFF TEAM

Todd Awes, Executive Vice President

DD# (952)593-7445

E-Mail: tawes@dolliff.com

Debbie Thurner, Account Executive

DD# (952)593-7417

E-Mail: dthurner@dolliff.com

Steve Gillette, Agent

DD#: (952) 593-7421

E-Mail: sgillette@dolliff.com



RENEWAL COST COMPARISON

	2021/22	2022/23	% Change
Workers Compensation			
School: Professional Employees Payroll	\$ 38,875,300	\$ 41,184,849	5.94%
Rate	\$.59	\$.61	3.39%
School: All Other Employees Payroll	\$ 2,563,548	\$ 2,755,189	7.48%
Rate	\$ 5.76	\$ 5.78	.35%
Bus Drivers Payroll	\$ 762,348	\$ 621,339	-18.50%
Rate	\$ 5.65	\$ 5.34	-5.49%
Garage Mechanics Payroll	\$ 63,000	\$ 63,000	---
Rate	\$ 4.09	\$ 3.21	-21.52%
Delivery Drivers & Helpers Payroll	\$ 53,000	\$ 53,000	---
Rate	\$ 7.81	\$ 7.85	.51%
Schedule Mod	.86	1.09	26.74
Experience Mod	1.19	.86	-27.73%
Total Payroll	\$ 42,317,106	\$ 44,677,377	5.58
TOTAL	\$ 409,773	\$ 391,615	-4.43%

Marketing Results:

Carrier Approached	Result
Travelers	Declined – prior losses
Auto-Owners	Declined – not competitive
Secura	Declined – loss history
Accident Fund	Declined – can not compete with pricing

Loss History with SFM:

Policy Term	Premium	Losses	Loss Ratio	# of Open Claims
9-1-2021/22	\$409,773	\$221,638	54.09%	13
9-1-2020/21	\$374,614	\$72,943	19.47%	2
9-1-2019/20	\$421,657	\$256,358	60.80%	0
9-1-2018/19	\$383,844	\$92,439	24.08%	0
TOTAL	\$1,589,888	\$643,377	40.47%	15



EXHIBIT 1**WORKERS COMPENSATION -22/23 QUOTE**

Coverage A: Statutory Benefits

Coverage B: \$500,000 Each Accident – Bodily Injury by Disease
 \$500,000 Policy Limit – Bodily Injury by Disease
 \$500,000 Each Employee – Bodily Injury by Disease

States Included: Minnesota

Description	Class Code	Payroll	Rate	Premium
School: Professional Employees	8868	\$ 41,184,849	\$.61	\$ 251,228
School: All Other Employees	9101	2,755,189	5.78	159,250
Bus Drivers	7382	621,339	5.34	33,180
Garage Mechanics	8385	63,000	3.21	2,022
Delivery Drivers & Helpers	7380	53,000	7.85	4,161
		\$ 44,677,377		
Standard Premium				\$ 449,842
Increased Limits Charge				+ 3,599
Experience Modification Adjustment (.86)				- 63,482
Scheduled Mod (1.09)				+ 35,096
Premium Discount				- 45,376
Terrorism				+ 2,234
Expense Constant				+ 205
Minnesota Special Compensation Fund Assessment				+ 9,498
Total Estimated Premium				\$ 391,615

Subject to Audit

EXHIBIT 2**WORKERS COMPENSATION – 22/23 PAYROLL USING EXPIRING RATES AND EXPIRING MOD**

Coverage A: Statutory Benefits

Coverage B: \$500,000 Each Accident – Bodily Injury by Disease
\$500,000 Policy Limit – Bodily Injury by Disease
\$500,000 Each Employee – Bodily Injury by Disease

States Included: Minnesota

Description	Class Code	Payroll	Rate	Premium
School: Professional Employees	8868	\$ 41,184,849	\$.59	\$ 242,991
School: All Other Employees	9101	2,755,189	5.76	158,699
Bus Drivers	7382	621,339	5.65	35,106
Garage Mechanics	8385	63,000	4.09	2,577
Delivery Drivers & Helpers	7380	53,000	7.81	4,139
		\$ 44,677,377		
Standard Premium				\$ 443,511
Increased Limits Charge				+ 3,548
Experience Modification Adjustment (1.19)				+ 84,941
Scheduled Mod (.86)				- 74,480
Premium Discount				- 56,945
Terrorism				+ 2,234
Expense Constant				+ 205
Minnesota Special Compensation Fund Assessment				+ 14,360
Total Estimated Premium				\$ 417,375

Subject to Audit

EXHIBIT 3**WORKERS COMPENSATION – 22/23 PAYROLL USING EXPIRING RATES AND RENEWAL MOD**

Coverage A: Statutory Benefits

Coverage B: \$500,000 Each Accident – Bodily Injury by Disease
 \$500,000 Policy Limit – Bodily Injury by Disease
 \$500,000 Each Employee – Bodily Injury by Disease

States Included: Minnesota

Description	Class Code	Payroll	Rate	Premium
School: Professional Employees	8868	\$ 41,184,849	\$.59	\$ 242,991
School: All Other Employees	9101	2,755,189	5.76	158,699
Bus Drivers	7382	621,339	5.65	35,106
Garage Mechanics	8385	63,000	4.09	2,577
Delivery Drivers & Helpers	7380	53,000	7.81	4,139
		<u>\$ 44,677,377</u>		
Standard Premium				\$ 443,511
Increased Limits Charge				+ 3,548
Experience Modification Adjustment (.86)				- 62,588
Scheduled Mod (1.09)				+ 34,602
Premium Discount				- 44,857
Terrorism				+ 2,234
Expense Constant				+ 205
Minnesota Special Compensation Fund Assessment				+ 13,421
Total Estimated Premium				\$ 390,076

Subject to Audit

LEGAL & PRIVACY NOTICES

DISCLAIMER

THIS DOCUMENT IS AN OUTLINE OF INSURANCE COVERAGES ONLY. REFERENCE MUST BE MADE TO THE INSURANCE POLICIES WHICH CONTAIN THE FULL TERMS AND CONDITIONS OF COVERAGE.

NOTHING CONTAINED WITHIN THIS SUMMARY AMENDS OR ALTERS THE INSURANCE POLICIES IN ANY WAY.

SURPLUS LINES ACT

One or more of your insurance policies may be issued pursuant to the Minnesota Surplus Lines Insurance Act. Under this Act the insurance company is an Eligible Surplus Lines Insurer but is not otherwise licensed by the State of Minnesota. In case of Insolvency, payment of claims is not guaranteed.

PRIVACY STATEMENT

Dolliff Inc. is firmly committed to protecting your privacy and the confidentiality of any personal information about our customers that we might possess or acquire. We understand your privacy and security concerns regarding the information we collect, use and disclose to third parties for the purpose of allowing us to provide and offer our products and services to you.

We have developed internal standards, policies and procedures for the protection of customer information, and we strive to maintain the accuracy of customer information and will promptly respond to any questions or concerns customers may have about the accuracy of their personal information. In addition, we adhere to high ethical standards as to the confidentiality of customer's information, and we will only use personal information in compliance with applicable laws and regulations.

COPYRIGHT NOTICE

The contents of this summary or proposal, including but not limited to the text and images herein and their arrangement, are copyright© 2006-2014 by Dolliff Inc., 6465 Wayzata Blvd., Suite 850, Saint Louis Park, MN 55426. All Rights Reserved.



NEW BUSINESS - FOR ACTION

Agenda Item VI.C.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, August 15, 2022

Subject: Donations

(Recommended by the superintendent)

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

Optum, part of the UnitedHealth Group, donated supplies for every student at Centennial Elementary for the 2022-23 year.

York of Edina Condominiums held a school supply drive for their national night out. They raised and donated multiple bags of school supplies to Sheridan Hills Elementary, along with a \$25.00 check.

A special donation to the **Richfield High School Scholarship Fund** was received in the amount of \$37,500.00 from the Richfield Spartan Foundation. This amount funds \$1,500 scholarships for the following 25 Richfield High School graduates:

Athena Award (Outstanding senior female athlete)
Maya Burkstrand

Tom Spooner Award (Outstanding senior male athlete)
Henry Schaefer

Top Scholar Award (Academic top 10%, leadership, community involvement)
Bridget Foley
Helen Dombrock

Against All Odds Scholarship (Perseverance & determination through adversity)
Belen Ayala
Eris Fleitman
Christopher Flores (Bill Davis Scholarship)
Rachelle Herrmann (Steve Grindeland Scholarship)
Laura Hosar
Jose Lara-Bolanos
Hannia Pasten Diaz (First Generation Scholarship)
Jose Rodriguez Dominguez (Technical/Community College Scholarship)
Angel Sanchez

Carmen Vasquez Galicia (First Generation Scholarship)

Russ Schuveiller Scholarship (Outstanding athlete, scholar, and leader)

Cristina Furness Rubio

Dane Hanks

Bob Tripanier Scholarship (Dedication to RHS community)

Madalyn Hintermeister

Athletic Scholarship (Top athlete and school leader)

Tyler Jake

Bryce Joerger

Corrina Jones

Desmond Family Scholarship (To attend Normandale Community College)

Justin Glass

Karnas Family Scholarship (Team-oriented player of softball or baseball)

Sydney Colbert

Kron Family Scholarship (To continue athletic career in college)

Roberto Narvaez Ortiz

Luth Family Scholarship (To attend a 2-year technical college)

Mauricio Vergara Quiroz

Jenny Sandahl Scholarship (Makes a difference in the lives of others)

Sophia Hardy