

Tuesday, December 20, 2022

6:00 pm Work Session

**SAVHS/SAMS
Media Center
3303 33rd Ave NE– St. Anthony, MN 55418**

Please [click here](#) to listen to the work session.

WORK SESSION

Call to Order

Vice Chair Ben Phillip

Approval of Agenda

Vice Chair Ben Phillip

The recommended motion is to approve the agenda for the December 20, 2022 Work Session, as presented.

TeamWorks

Superintendent Dr. Renee Corneille

TeamWorks International will work to co-design key processes with the ISD282 School Board and district administration to develop the process to meet district parameters, needs, and deliverables when examining the district operating funds. Ray Queener, COO of TeamWorks, will meet with the School Board to receive input regarding the Guiding Change and Decision Making Frameworks. The attached documents outline the Frameworks TeamWorks will use with the School Board.

Superintendent Report

Superintendent Dr. Renee Corneille

Each school board meeting, the superintendent will take time to reflect on the school district's achievements, events and stories of students and staff.

Approval of Minutes

Vice Chair Ben Phillip

The recommended motion is to approve the minutes from the December 6, 2022 Regular meeting and the December 13, 2022 School Board Professional Development meeting, as presented.

Consent Agenda

Vice Chair Ben Phillip

The recommended motion is to approve the December 20, 2022 Consent Agenda, as presented.

Discussion Item:

Review January Organizational Meeting

Vice Chair Ben Phillip

The School Board is asked to approve a number of organizational items at the first meeting in January. This is the second reading before the January 3, 2023 Organizational Meeting.

Discussion Item:

Review Board Communication Norms

Vice Chair Ben Phillip

Each year, the School Board reviews their communication norms. This discussion will help finalize the communication norms for 2023.

Discussion Item:

Board Roles

Vice Chair Ben Phillip

In addition to school board meetings, School Board members are assigned committees and school building representatives by the Board Chair in January of each year. The board will review and discuss board committee and representation survey results in preparation for the 2023 assignments.

Discussion item:

School Calendar - 2 year

Superintendent Dr. Renee Corneille

A group of ISD 282 stakeholders met twice to discuss the 2023-24 and 2024-25 school year calendars. First, the committee determined the number of school days, professional development days, and days set aside for feedback/grading/conferences. It was determined to keep 168 school days for students in grades 6-12 and 167 school days for students in grades K-5. The calendar is also adding two asynchronous school days per school year. The calendar shows the district's commitment to all students and families by including holidays such as Eid, Losar, and Rosh Hashanah. The committee is seeking feedback from the school board on the draft calendars. The board will be taking action on a two-year calendar at its February Regular School Board Meeting.

Discussion Item:

Success Metrics

Superintendent Dr. Renee Corneille

Superintendent Corneille will provide an update to the School Board regarding the timeline and process for implementing the district's approved Success Metrics. Superintendent Corneille will share the plan that has been developed and articulated by the district Teaching and Learning team along with the building principals. As a reminder to the school board, Success Metrics is one of the Superintendent's operational goals.

Discussion Item:

Legislative Priorities

Vice Chair Ben Phillip

One of the Minnesota Standards of School Board Leadership is Advocacy and Accountability. Included in this standard is the need to engage and build relationships with both public and private stakeholders as well as advocate on local, state and national levels.

Discussion Item:

Policy Review - Second Reading of Policies 103, 210, 214, 502, 508, 512, 526, 531, 534, 712, 902 and 903
School Board Member - Director Mageen Caines

This is the second reading of this set of policies. Each policy has been reviewed by MSBA during our policy audit as well as by the policy committee. The next reading will be for approval at the January 3, 2023 regular meeting.

Board Member Report

Vice Chair Ben Phillip

Adjourn

Vice Chair Ben Phillip

Closed Session - MidYear Superintendent Evaluation

Next Meeting(s):

Tuesday, January 3, 2023 – 7:00 pm – City Council Chambers – Regular Meeting
Tuesday, January 17, 2023 – 7:00 pm – SAMS/SAVHS Media Center – Work Session

PROCESS CONCEPT TABLE

TeamWorks International practice is to co-design key processes with district leaders and engage in partnership-based discussions to refine the process concept below to best meet district parameters, needs, and deliverables.

Phase	Step	Deliverables	Time Estimate	Notes
Plan	Key District Administrators – facilitated session <ul style="list-style-type: none"> • Map out Process roles, responsibilities, sequence, and timing <ul style="list-style-type: none"> ○ Engagement process (focus groups, survey, etc.) ○ Choice makers and areas of responsibility ○ Design Team members and schedule ○ Input Team members and schedule ○ Communications strategies and schedule • Develop DRAFT Guiding Change document for administration review <ul style="list-style-type: none"> ○ Current reality, desired outcomes, and unacceptable means • Stakeholder Interest / Influence Mapping 	Decision Making Report of roles, responsibilities, schedule, and sequence Communications strategies and schedule Guiding Change document Process Interest/Influence Report	November 2022 1 day 1 consultant	
Design Process	Design Team – facilitated sessions <ul style="list-style-type: none"> • Initial orientation and design meetings (1) • Guiding Change document review 	Design Team Reports and support	December 2022 / January 2023 0.5 day 1 consultant	
Consultation And Refine	Input Teams and Design Team – facilitated sessions <ul style="list-style-type: none"> • (2) 2-hour Input Team meetings to be determined in design • (2) 2-hour Design Team meetings for revisions 	Input Team Reports Design Team Reports	February 2023 1.0 day 1 consultant	
Finalize and Approve	Design Team – facilitated sessions <ul style="list-style-type: none"> • (1) 2-hour Design Team Presentation Prep Meeting for recommended options • Assist administration in recommendation to school board 	Presentation	February 2023 0.5 day 1 consultant	
Optional Support	<ul style="list-style-type: none"> • In-person and distance support to Administration and teams across above Steps 		Up to 1.0 day or 8 hours cumulative	

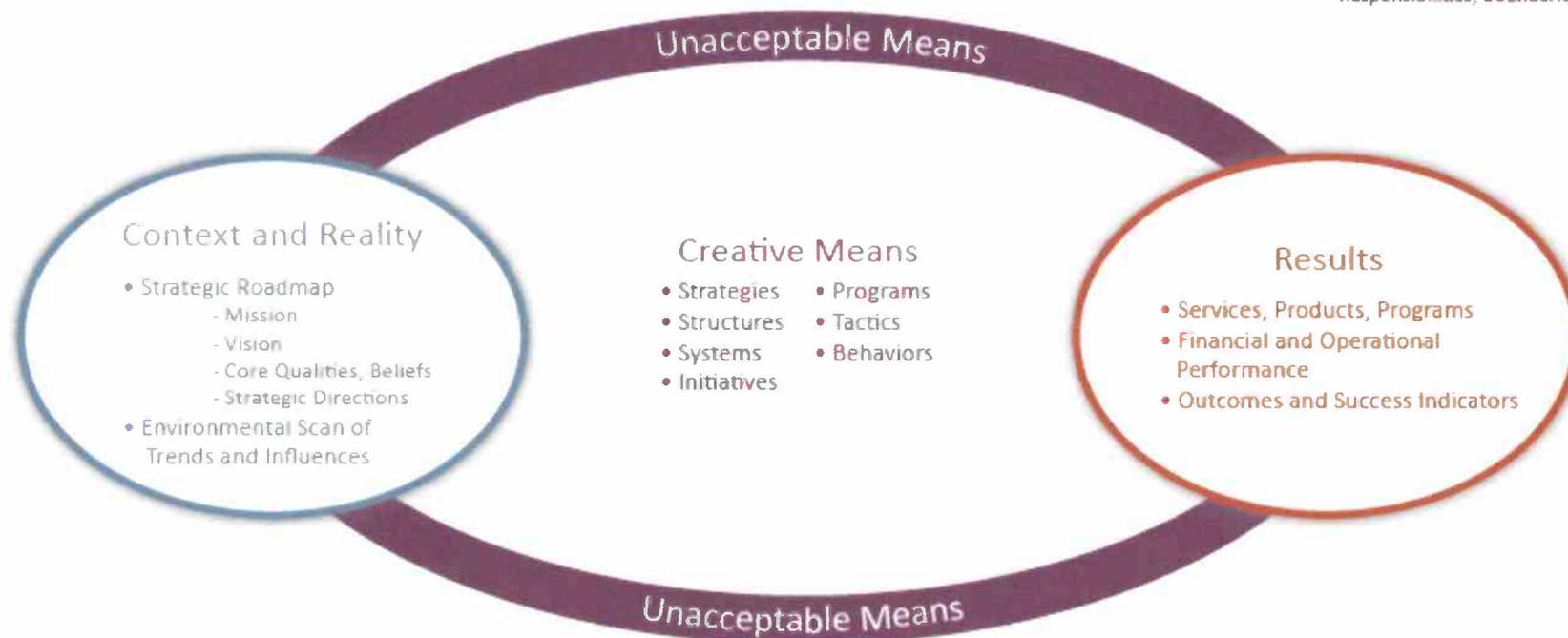


Guiding Change

Part of the FrameWorks Series

Used For:

- Governance and Operational Leadership
- Establishing Boundaries for Creative Work
 - Clarity of Roles, Responsibilities, Boundaries



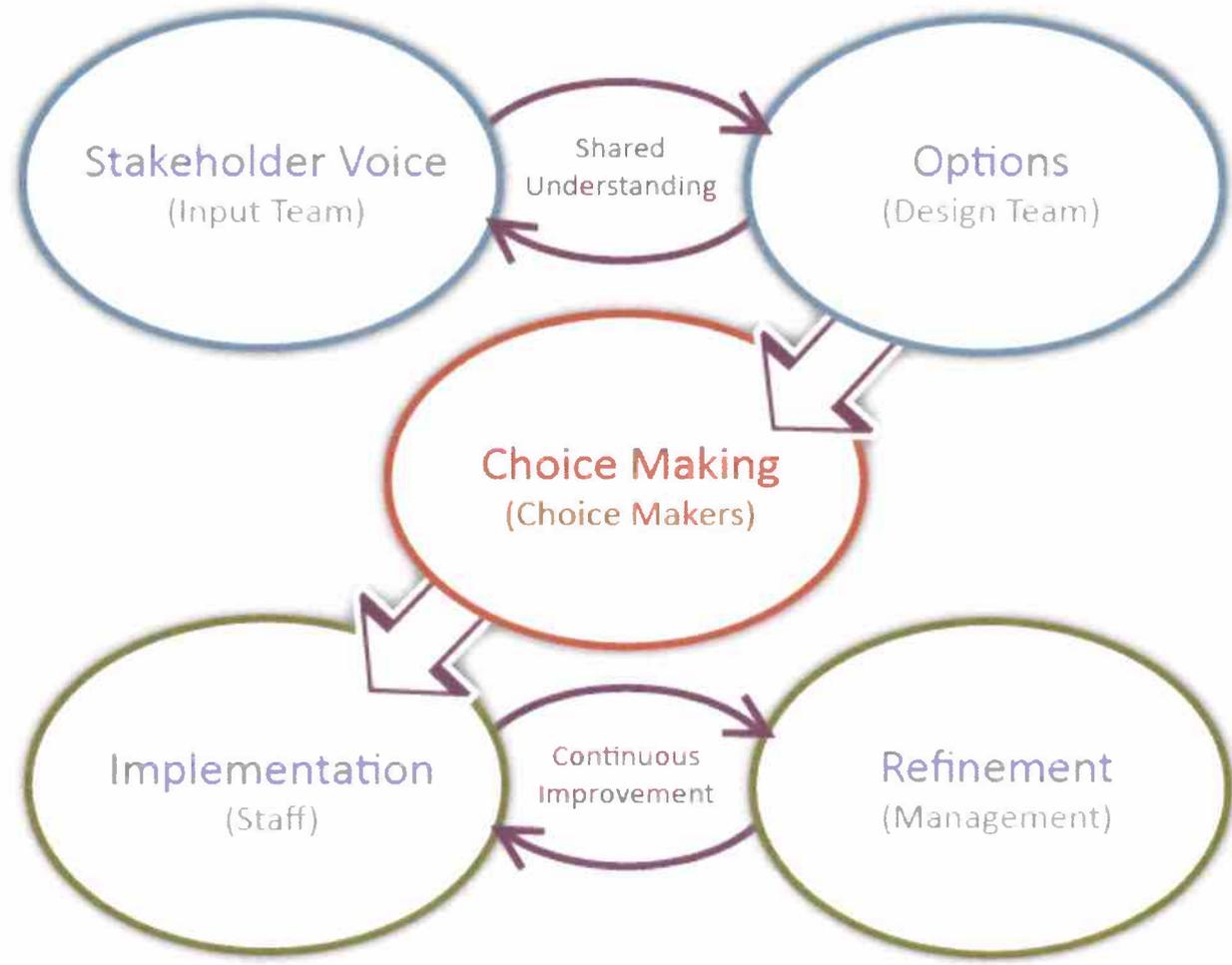


Decision Making

Part of the FrameWorks Series

Used For:

- Choice Making
- Managing Participant's Time and Roles
- Clarification of Authority





Decision Making

Part of the FrameWorks Series

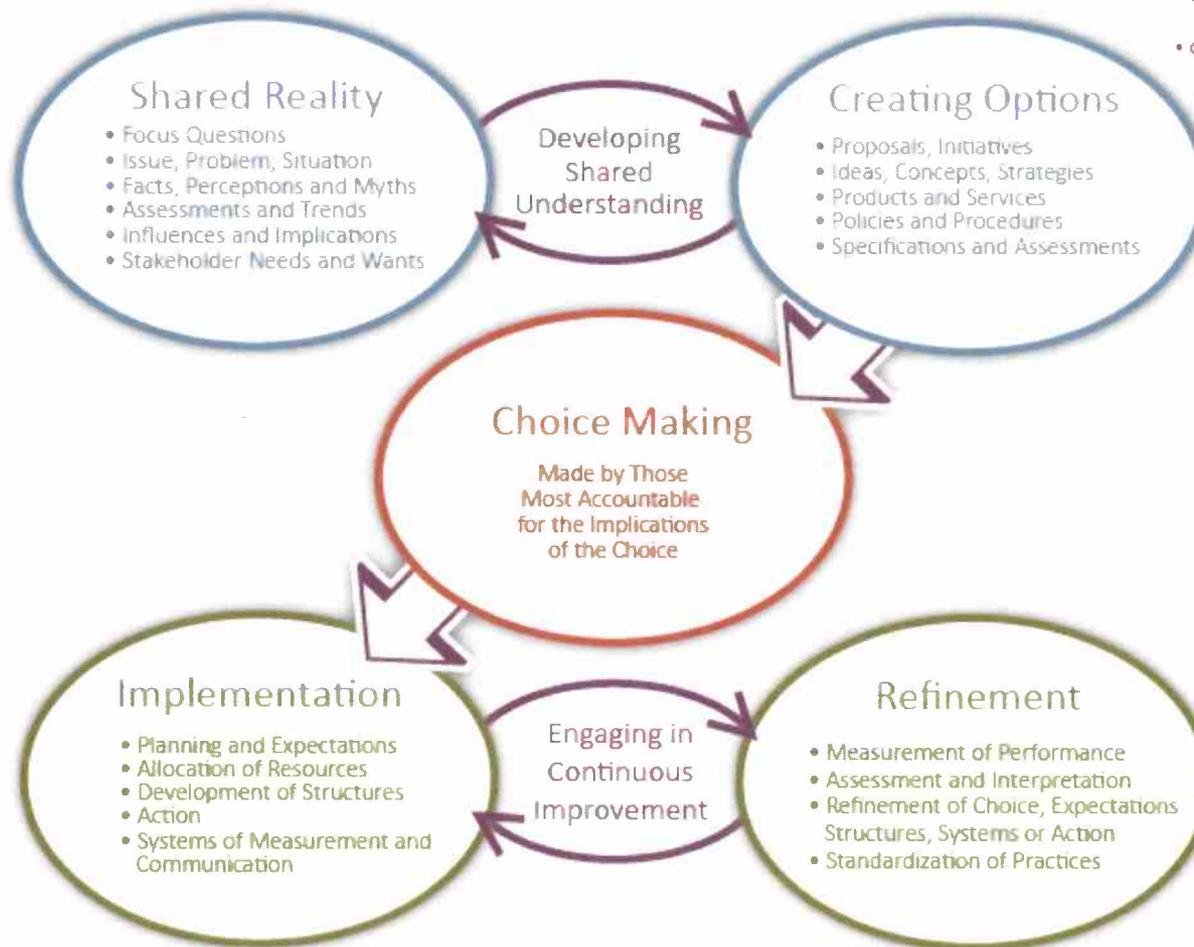
Used For:

- Choice Making
- Managing Participant's Time and Roles
- Clarification of Authority

Consultation

Governance

Management





Transition and Development

Part of the FrameWorks Series

Used For:

- Personal Transition and Growth
- Professional Development
- Behavioral Shifts



1 St. Anthony – New Brighton
2 Independent School District 282
3 3303 33rd Ave NE
4 St. Anthony, MN 55418

5
6 **REGULAR MEETING –Tuesday, December 6, 2022**

7
8 **MINUTES**

9
10 **Members Present:** Board Chair Laura Oksnevad; Vice Chair Ben Phillip;
11 Clerk Cassandra Palmer; Treasurer Mike Overman; Director Leah Slye; and Director Mageen
12 Caines

13
14 **Staff Present:** Superintendent Dr. Renee Corneille; Director of Athletics, Activities, Facilities and
15 Transportation Dr. Troy Urdahl; and Executive Director of Finance and Operations Phan Tu

16
17 The Regular Meeting was called to order at 7:00 p.m. by School Board Chair Laura Oksnevad

18
19 **APPROVAL OF THE AGENDA**

20
21 **A motion was made by Mageen Caines and seconded by Ben Phillip to approve the**
22 **December 6, 2022 Regular Meeting Amended agenda, as presented.**
23 **The motion carries 6-0.**

24
25 **STAFF and STUDENT RECOGNITIONS**

26
27 The School Board recognized the achievements of the boys and girls soccer teams and the
28 cross-country team and coaches.

29
30 SAMS students and staff that attended the Eagle Bluff overnight field trip shared their overall
31 experience with the School Board.

32
33 **COMMUNICATION BREAK**

34
35 **SUPERINTENDENT REPORT**

36
37 Each school board meeting, the superintendent will take time to reflect on the school district's
38 achievements, events and stories of students and staff. This evening's report included a
39 summary of the all staff professional development day, SANB bowling team goes to state,
40 school board members will be honored at the MSBA's Leadership Conference and Director of
41 Community Services and Communications, Wendy Webster, presented at the Michigan Adult,
42 Community and Alternative Education Association conference.

43
44 **APPROVAL OF MINUTES**

45
46 **A motion was made by Cassandra Palmer and seconded by Ben Phillip to approve the**
47 **Minutes from the November 15, 2022 Work Session, as presented.**
48 **The motion carries 6-0.**

49
50 **APPROVAL OF CONSENT AGENDA**
51

52 **A motion was made by Leah Slye and seconded by Mike Overman to approve the**
53 **December 6, 2022 Consent Agenda, as presented. The motion carries 6-0.**
54

55 **ACTION**
56

57 **1. Approve Levy**
58

59 The 2022 Payable 2023 Property Tax Hearing was conducted by ZOOM teleconferencing at
60 6:00 pm on December 6, 2022. Information on the 2022 Pay 2023 Levy and current year
61 budget was presented to the School Board and community members.
62

63 The recommended motion, pursuant to Minnesota Statutes, the School Board of Independent
64 School District 282 St. Anthony New Brighton, Minnesota is authorized to make the following
65 proposed tax levies for general purposes:
66

67 General Fund: \$6,046,173.71
68 Community Services: \$190,561.26
69 Debt Service: \$1,934,556.62
70 Total Proposed Tax Levy: \$8,171,291.59
71

72 Therefore, be it resolved by the School Board of Independent School District 282 St. Anthony
73 New Brighton, Minnesota, that the levy be levied in 2022 to be collected in 2023 is set at
74 \$8,171,291.59. The clerk of the ISD 282 School Board is authorized to certify the proposed levy
75 to the County Auditors of Hennepin County and Ramsey County, Minnesota, as presented.
76

77 **A motion was made by Cassandra Palmer and seconded by Ben Phillip to Approve the**
78 **Levy at \$8,171,291.59, as presented. The motion carries 6-0.**
79

80 **2. Approve Audit**
81

82 Senior Manager Bonnie Schwieger from the accounting firm of Abdo presented the results of
83 the 2021-2022 School District Financial Audit.
84

85 **A motion was made by Ben Phillip and seconded by Mageen Caines to approve the 2021-**
86 **2022 School District Financial Audit, as presented. The motion carries 6-0.**
87

88 **3. World's Best Workforce Goals**
89

90 All school districts must approve a World's Best Workforce plan. The goals presented were
91 developed in conjunction with the Community Teaching and Learning team.
92

93 **A motion was made by Cassandra Palmer and seconded by Mageen Caines to approve**
94 **the World's Best Workforce Goals, as presented. The motion carries 6-0.**
95

96 **4. Compulsory Attendance Report**
97

98 The Minnesota Department of Education requires superintendents to make an annual report to
99 the commissioner of education by December 1 of the total number of nonpublic children
100 reported as residing in the district. The report includes data on nonpublic students attending
101 regular private schools and home schools, including counts of students who superintendents
102 have determined are in situations that do not comply with Minnesota's compulsory instruction
103 law.

104 **A motion was made by Mike Overman and seconded by Cassandra Palmer to approve**
105 **the Compulsory Compliance Data Report for ISD282, as presented.**
106 **The motion carries 6-0.**
107

108 **5. SAVEA Seniority List**
109

110 Every school year, the district, in collaboration with the teachers' union, produces an annual
111 seniority list. This seniority list, based on the collective bargaining agreement, determines the
112 order in which teachers will be placed on unrequested leave. The union membership has
113 reviewed and finalized the list presented.

114
115 **A motion was made by Mageen Caines and seconded by Leah Slye to accept the 2022-**
116 **2023 seniority list, as presented. The motion carries 6-0.**
117

118 **6. Policies 101, 104, 202, 203, 203.6, 212, 306, 405, 406, 407 and 409**
119

120 This was the final reading of Policies:

- 121
122 101 - Legal Status of the School District
123 104 - School District Vision/ Mission Statement and Strategic Directions
124 202 - School Board Officers
125 203 - Operations of the School Board - Governing Rules
126 203.6 - Consent Agendas
127 212 - School Board Member Development
128 306 - Administrator Code of Ethics
129 405 - Veteran's Preference
130 406 - Public and Private Personnel Data
131 407 - Employee Right to Know - Exposure to Hazardous Substances
132 409 - Employee Publications, Instructional Materials, Inventions and Creations
133

134 **A motion was made by Mageen Caines and seconded by Cassandra Palmer to approve**
135 **Policies 101, 104, 202, 203, 203.6, 212, 306, 405, 406, 407 and 409, as presented.**
136 **The motion carries 6-0.**
137

138 **7. Award Roof and Windows Bid**
139

140 Administration recommends the acceptance of the HS/MS roof and window
141 replacement projects for the summer of 2023. Both projects have been identified and on
142 deferred maintenance schedules for a number of years, with other roofing and window areas
143 addressed in a previous stage of work. LTFM funds will be used for these two separate, but
144 coordinated, projects. The school district will use Wold Architects to assist in project design and
145 implementation.

146
147 **A motion was made by Leah Slye and seconded by Ben Phillip to award the window**

148 replacement contract to Versacon Inc. in the amount of \$497,250.00 and to award the
149 roofing contract to Berwald Roofing and Sheet Metal in the amount of \$738,600.00, as
150 presented. The motion carries 6-0.

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DISCUSSION

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1. Golf Team Trip

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The high school boys golf teams will be traveling via air to Orlando, Florida from March 21 to 27, 2023. The team will golf for 4 days and will visit Universal Studios. Items reviewed with the school board included trip schedule, participants, supervision, accommodations, cost, fundraising and transportation.

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2. Facilities Task Force Report

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The 2022 Task Force on Facilities was created to study District Facilities. This task force was created to study the district's facilities and recommend an updated Facilities Master Plan to address facilities needs in the school district.

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Members of the facilities task force served in an advisory role to provide feedback and input on matters related to our district's facilities. Data inputs for the task force came from many sources, including a survey of the student body (5-12). The committee was made up of parents, community members, alumni, staff members and administration.

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3. Athletics and Activities Report

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The 2021-22 athletics and activities participation report was presented for review. COVID had complicated data, collecting information in general - and most significantly student connectedness. The 21-22 school year saw a dramatic participation increase from 20-21 with the highest duplicated sports participation rate on record - at SAVHS and SAMS. The overall participation rate at SAVHS was 69% with 32 student-athletes playing 3 sports and 114 students were in two or more activities! Gender participation in sports is near equal in duplicated and unduplicated counts and diverse representation in programs is near proportionate to our student populations.

182

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4. First Reading of Policies:

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103, 210, 214, 502, 508, 512, 526, 531, 534, 712, 902 and 903

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The policy committee presented another large grouping of policies for first review. Each policy was reviewed by MSBA during the policy audit as well as by the policy committee. The policy committee was not seeking direct comment regarding the policies. Rather, the committee shared the proposed edits developed by the audit and the committee. The same policies will be reviewed a second time at the Dec. 20th work session.

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SCHOOL BOARD MEMBER REPORTS

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School Board members attended the following events and meetings: Endowment Foundation; Annual Sister City; calendar committee; audit team; choir concerts; basketball games; policy committee; negotiations; Delegate Assembly; AMSD Board of Directors and MSBA coffee & conversations.

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199

Adjourn

200

201 The Regular Meeting of December 6, 2022 was adjourned at 9:32 p.m.

202 Signed: Cassandra Palmer - School Board Clerk

203 Attest: Kim Lannier

204

205 The closed Session for Support Staff Negotiations was called to order at 9:45 pm and was
206 adjourned at 10:12 pm.

207

208

209 **SCHOOL BOARD PROFESSIONAL DEVELOPMENT – December 13, 2022**

210

MINUTES

211 The School Board Professional Development meeting was called to order at 5:30 pm and

212 adjourned at 8:40 pm.

SCHOOL BOARD CONSENT AGENDA
December 20, 2022

PRESENTER(S): School Board Vice Chair

SCHOOL BOARD VICE CHAIR'S RECOMMENDATION (in the form of a motion): "...to approve the *Consent Agenda*."

1. Personnel

a. Hire(s)

Last Name	First Name	Position	School	Date Effective
Schafer	Jill	Everyday Building Substitute	SAMS	January 3, 2023
Zamani	Ahmed	SpEd Paraeducator	Wilshire Park	December 19, 2022
Milcarek	Karen	Health Aide Substitute	District	December 16, 2022
Knudson	Chris	SpEd Paraeducator	SAMS	January 30, 2023
Icart	Caitlin	Color Guard Instructor	SAVHS	December 12, 2022

b. Leave(s)

Last Name	First Name	Position	School	Date Effective
Satterlie	Chris	SpEd Teacher	SAVHS	December 28, 2022 - February 12, 2023
Otis	Andrew	Physical Education	SAMS	May 1, 2023 - May 26, 2023
Tuominen	Kelsey	Grade 2	Wilshire Park	March 18, 2023 - June 9, 2023
Halstensgard	Barb	SpEd Paraeducator	Wilshire Park	January 10, 2023 - February 22, 2023

2. Payment of Bills Checks Paid – December 9, 2022

General Fund	\$184,571.54
Food Service Fund	\$27,861.21
Transportation Fund	\$107,163.27
Community Service Fund	\$13,151.91
Capital Expenditure Fund	\$89,353.95
Agency Fund	\$750.00
Trust Fund	\$2,297.40
Student Activities	\$3,801.06

TOTAL: \$428,950.34

DISPOSITION BY BOARD OF EDUCATION

Motion by: _____ Seconded by: _____

Approved: _____ Not Approved: _____ Tabled

\$St. Anthony-New Brighton School District 282
Organizational Meeting
Tuesday, January 3, 2023– 7:00 p.m.
St. Anthony Village City Council Chambers
3301 Silver Lake Road – St. Anthony, MN 55418

A G E N D A

First Regular Meeting of the Calendar Year will follow this Organizational Meeting

1. Call to Order
Presenter: Laura Oksnevad, Board Chair

2. Approval of Agenda
Recommended Motion: “to approve the agenda for the January 3, 2023, Organizational Meeting of the School Board, as presented.”
Presenter: Laura Oksnevad, Board Chair

Made by:_____ Seconded by:_____ Roll Call Vote.
Approval_____

3. Election of Officers
The Chair will call for nominations from the floor for the office of Chair. No second is required. After a call for further nominations, if none are stated, the Chair will declare the nominations closed. If only one nomination is made, the nominee is elected by acclamation. A vote is called in the following manner: “Those in favor of ‘candidate’s name’ signify by saying ‘aye’. Those opposed? The ayes have it, (Candidate) is elected Chair.

At this time, the gavel is passed to the newly elected Chair. The same procedure is then followed for the offices of Vice Chair, Clerk and Treasurer.
Presenter: Board Chair

- A. Chair
Made by:_____ ; Approval:_____
- B. Vice Chair:
Made by:_____ ; Approval:_____
- C. Clerk:
Made by:_____ ; Approval:_____
- D. Treasurer:
Made by:_____ ; Approval:_____

4. Re-Affirmation of School Board Ethics:
Recommended Motion: “a.)...to reaffirm our role as school board members in the St. Anthony-New Brighton School District as it pertains to the ISD #282 Code of Ethics Policy 209” (Policy included for your review.)...b.)...to restate ISD #282’s commitment to Diversity, Equity and Inclusion (attached for your review).

Made by_____ Seconded by:_____ Roll Call Vote.
Approval_____

5. Organizational Business:

A. Regular Meetings

Recommended Motion: "...to set regular business meetings on the first Tuesday of each month when school is being conducted. As much as possible and practical, these meetings will be held in the St. Anthony Village City Council Chambers or via ZOOM teleconference per Minnesota Statutes 13D.021 or other location as announced. Additional regular business meetings may be set as needed or as warranted by items requiring board action that surface throughout the fiscal year. These additional regular meetings will be formally set as a Regular Meeting and held in the HS/MS Media Center or via ZOOM teleconference per Minnesota Statutes 13D.021 or other location as announced. All regular meetings will begin at 7:00 p.m. and are time-certain until 10:30 p.m. (*no new action item may be discussed after 10 p.m. unless the time-certain meeting ruling is suspended*). All routine items will be included in the *Consent Agenda*. There may be a 10-minute *Communications Break* following recognitions. All items requiring action by the School Board shall, when at all possible, be placed at the beginning of the agenda.

Made by _____ Seconded by: _____ Roll Call Vote.

Approval _____

B. Work Sessions

Recommended Motion: "...to hold work sessions on the third Tuesday of each month when school is in session and at other times as needed. Work sessions will be held in the HS/MS Media Center or via ZOOM teleconference per Minnesota Statutes 13D.021 unless otherwise announced and will begin at 7:00 p.m./ or at a time of day as arranged that best suits the topics planned for discussion."

Made by _____ Seconded by: _____ Roll Call Vote.

Approval _____

C. Payment of Bills

Recommended Motion:"....that *Payment of Bills* will be approved by the board as part of the *Consent Agenda* at School Board Meetings. At times when this practice is not timely or practical, *Payment of Bills* and other routine business actions may be authorized by the Superintendent of Schools or Director of Finance and Operations ."

Made by _____ Seconded by: _____ Roll Call Vote.

Approval _____

D. Meeting Minutes

Recommended Motion "...that the School Board Secretary shall keep an accurate record of all minutes on file in the District Office. Minutes must be posted on the District website and in the newspaper designated by the School District."

Made by _____ Seconded by: _____ Roll Call Vote.

Approval _____

E. Official Newspaper

Recommended Motion: "...to designate the Northeaster as the official newspaper of the School District."

Made by _____ Seconded by: _____ Roll Call Vote.

Approval _____

F. Bank Depositories

Recommended Motion: "...to designate M.S.D.L.A.F., U.S. Bank Minneapolis, N.A., MN Trust, PMA Financial Network, and Associated Bank, as bank depositories for the School District."

Made by _____ Seconded by: _____ Roll Call Vote.

Approval _____

G. Electronic Transfers:

Recommended Motion: "...to authorize the Superintendent and/or Executive Director of Finance and Operations to make electronic transfers."

Made by _____ Seconded by: _____ Roll Call Vote.

Approval _____

H. Authorization to Invest Funds:

Recommended Motion: "...to authorize the Superintendent and/or Executive Director of Finance and Operations to invest funds."

Made by _____ Seconded by: _____ Roll Call Vote.

Approval _____

I. Committee Appointments

Recommended Motion: "...to designate the Chairperson of the Board to review all member appointments, including MSHSL and NE Metro 916, in January and identify positions which require new appointments prior to the first February board meeting.

Made by _____ Seconded by: _____ Roll Call Vote.

Approval _____

J. Mileage Reimbursement

Recommended Motion: "...to authorize mileage reimbursement paid at the current Internal Revenue Service rate."

Made by _____ Seconded by: _____ Roll Call Vote.

Approval _____

K. Member Compensation

Recommended Motion: "...to authorize Board Member compensation as follows: Chair \$6,437; Vice Chair \$5,900; Treasurer \$5,900; and Directors \$5,364. All members of the Board may receive expense reimbursement over the salaries established by the School Board policy 202.1."(included for your review)

Made by _____ Seconded by: _____ Roll Call Vote.

Approval _____

L. Listening Sessions

Recommended Motion: "...to approve Regular Listening Sessions for Members of the School Board to meet with the public in advance of the first Regular board meeting of each month 30 minutes prior to the meeting, as defined in 5A, for a period of time not to exceed 20 minutes in length."(Policy 206 included for your review)

Made by _____ Seconded by: _____ Roll Call Vote.

Approval _____

6. Authorization to Use Electronic Signatures

Recommended Motion: "...to authorize the business office to continue the use of the current electronic signatures in Skyward for salary and accounts payable checks."

Made by _____ Seconded by: _____ Roll Call Vote.
Approval _____

7. Resolution Authorizing the Superintendent or School Board Chair to Hire Legal Counsel
Recommended Motion: "...to designate Kennedy and Graven Chartered. as the official legal counsel of the School District."

Made by _____ Seconded by: _____ Roll Call Vote.
Approval _____

8. Next Regular Meeting
- January 3, 2023, immediately following this Organizational Meeting.
9. Adjournment



*Original: 2009
Revised February 2, 2016*

209 SCHOOL BOARD MEMBER CODE OF ETHICS

I. PURPOSE

The purpose of this policy is to assist the individual school board member in understanding her or his role as part of a school board and in recognizing the contribution that each member must make to develop an effective and responsible school board.

II. GENERAL STATEMENT OF POLICY

Each school board member shall follow the code of ethics stated in this policy.

A. AS A MEMBER OF THE SCHOOL BOARD I WILL:

1. Attend school board meetings.
2. Come to the meetings prepared for discussion of the agenda items.
3. Listen to the opinions and views of others (including, but not limited to, other school board members, administration, staff, students, and community members).
4. Vote my conscience after informed discussion, unless I abstain because a conflict of interest exists.
5. Support the decision of the school board, even if my position concerning the issue was different.
6. Recognize the integrity of my predecessors and associates and appreciate their work.
7. Be primarily motivated by a desire to provide the best possible education for the students of my school district.
8. Inform myself about the proper duties and functions of a school board member.

B. IN PERFORMING THE PROPER FUNCTIONS OF A SCHOOL BOARD MEMBER I WILL:

1. Focus on education policy as much as possible.
2. Remember my responsibility is to set policy – not to implement policy.
3. Consider myself a trustee of public education and do my best to protect, conserve, and advance its progress.
4. Recognize that my responsibility, exercised through the actions of the school board as a whole, is to see that the schools are properly run – not to run them myself.
5. Work through the superintendent – not over or around the superintendent.
6. Delegate the implementation of school board decisions to the superintendent.

C. TO MAINTAIN RELATIONS WITH OTHER MEMBERS OF THE SCHOOL BOARD I WILL:

1. Respect the right of others to have and express opinions.
2. Recognize that authority rests with the school board in legal session – not with the individual members of the school board except as authorized by law.
3. Make no disparaging remarks, in or out of school board meetings, about other members of the school board or their opinions.
4. Keep an open mind about how I will vote on any proposition until the board has met and fully discussed the issue.
5. Make decisions by voting in school board meetings after all sides of debatable questions have been presented.
6. Insist that committees be appointed to serve only in an advisory capacity to the school board.

D. IN MEETING MY RESPONSIBILITIES TO MY COMMUNITY I WILL:

1. Attempt to appraise and plan for both the present and future educational needs of the school district and community.
2. Attempt to obtain adequate financial support for the school district's programs.
3. Insist that business transactions of the school district be ethical and open.
4. Strive to uphold my responsibilities and accountability to the taxpayers in my school district.

E. IN WORKING WITH THE SUPERINTENDENT OF SCHOOLS AND STAFF I WILL:

1. Hold the superintendent responsible for the administration of the school district.
2. Give the superintendent authority commensurate with the responsibility.
3. Assure that the school district will be administered by the best professional available.
4. Consider the recommendation of the superintendent in hiring all employees.
5. Participate in school board action after considering the recommendation of the superintendent and only after the superintendent has furnished adequate information supporting the recommendation.
6. Insist the superintendent keep the school board adequately informed at all times.
7. Offer the superintendent counsel and advice.
8. Recognize the status of the superintendent as the chief executive officer and a non-voting, ex officio member of the school board.
9. Refer all complaints to the proper administrative officer or insist that they be presented in writing to the whole school board for proper referral according to the chain of command.
10. Present any personal criticisms of employees to the superintendent.
11. Provide support for the superintendent and employees of the school district so they may perform their proper functions on a professional level.

F. IN FULFILLING MY LEGAL OBLIGATIONS AS A SCHOOL BOARD MEMBER I WILL:

1. Comply with all federal, state and local laws relating to my function as a school board member.
2. Comply with all school district policies as adopted by the school board.
3. Abide by all rules and regulations as promulgated by the Minnesota Department of Education and other federal and state agencies with jurisdiction over school districts.
4. Recognize that school district business may be legally transacted only in an open meeting of the school board.

5. Avoid conflicts of interest and refrain from using my school board position for personal gain.
6. Take no private action that will compromise the school board or administration.
7. Guard the confidentiality of information that is protected under applicable law.

Legal References: Minn. Stat. § 123B.02, Subd. 1 (School District Powers) Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.143, Subd. 1 (Superintendent)

Cross References: MSBA Service Manual, Chapter 1, School Board Member Code of Ethics

**INDEPENDENT SCHOOL DISTRICT 282, ST. ANTHONY-NEW BRIGHTON
RESOLUTION SUPPORTING A COMMITMENT TO DIVERSITY, EQUITY, AND INCLUSION**

WHEREAS, we ground our work in audacious love for the children of our district and community while aspiring to be in community as a body loyal to all of our learners, staff members, and families, fairly and with care;

WHEREAS, as a non-partisan School Board of the Independent School District No. 282, St. Anthony-New Brighton Schools strives to advance the district's vision of success of all learners; engaging, inspiring, and supporting through innovation and collaboration;

WHEREAS, children cannot learn without supportive community, so while we may not understand every experience they are having, we believe them and love them as they are;

WHEREAS, we are responsible for fostering equitable learning environments and actively opposing and removing racism within our school system where all students, staff members, and families are respected and valued for who they are regardless of skin color, race, sexual orientation, gender identity or expression, culture, religion, creed, national origin, ethnicity, ability or disability, immigration status, or any other category;

WHEREAS, our district is committed to promoting racial equity and developing culturally relevant learning environments within and across our schools, in conversation and partnership with students, families, staff, and community stakeholders;

WHEREAS, we recognize that the experiences and outcomes in our district are not consistent for historically underserved and marginalized groups, including Black, Indigenous, and People of Color; those experiencing poverty, homelessness, or foster/kinship care; students who identify as LGBTQIA+; those with disabilities, visible and invisible; students receiving special education instruction; and immigrant and emergent bilingual students; and

WHEREAS, the School Board and the Administration are committed to removing obstacles that may contribute to systemic inequities.

NOW, THEREFORE, be it resolved that the St. Anthony-New Brighton School Board:

1. Commits to its own work as individuals and our collective work overseeing the district in continuing to become equitable and actively opposing and removing racism within our school system policies, beliefs, and actions;
 - a. Policy 212 School Board Member Development
2. Commits to setting an example for nuanced, respectful and courageous conversations and viewpoint diversity grounded in our belief that the children, staff members, and families in our district deserve our best;

3. Commits to fostering a school environment that promotes respect for and curiosity about all cultures, affirms the equal humanity of all members of the community;
 - a. Success Metrics
 - b. Policy 102 Equal Education Opportunity
4. Condemns all forms of bullying and discrimination;
 - a. Policy 413 Harassment and Violence
 - b. Policy 514 Bullying Prohibition
 - c. Policy 521 Student Disability Nondiscrimination
5. Condemns all manifestations and expressions of racism, discrimination, and ethnic or racial intolerance;
 - a. Policy 102 Equal Education Opportunity
6. Condemns hate speech directed at individuals because of their sexual orientation, gender identity or expression;
 - a. Policy 102 Equal Education Opportunity
 - b. Policy 522 Nondiscrimination of Students Based on Gender (Title IX)
7. Commits to working together to institute School Board goals, policies, and educational opportunities that reflect the values expressed in this resolution;
 - a. Policy 104 School District Vision/Mission Statement and Operational Goals
 - b. Policy 208 Development, Adoption, and Implementation of Policies
8. Commits to continue the Equity Review process, including reviewing policies, practices, and learning environments through an equity lens;
9. Authorizes and directs the Superintendent to develop and implement a systemic protocol for responding to racial and/or biased harm; and
10. Commits to ensuring each student has access to appropriate learning opportunities that honor their educational needs while also promoting a sense of belonging.
 - a. Success Metrics

Adopted January 7, 2020

Policy 202.1 - ISD 282 BOARD COMPENSATION

I. Compensation Philosophy

The School Board of ISD 282 recognizes that board member compensation is a sensitive public policy matter. The Board believes that board members should be reasonably compensated for the time, efforts, and out-of-pocket costs incurred in serving the community as an elected official. The Board aspires to pay its members a wage that is:

- Commensurate with the responsibilities and time commitment of board members
- In alignment with compensation paid to board members at districts with similar characteristics to St. Anthony-New Brighton Schools
- Is reasonable and defensible to taxpayers and the community by demonstrating prudent use of public funds.

II. Board Member Compensation

- a. Effective January 1, 2020 board members' annual compensation, shall be based on the average of the compensation paid to board members of the districts that comprise membership in Northeast Metro 916 Intermediate School District.
- b. The Chair, Vice Chair, and Treasurer will receive an added stipend to reflect additional duties. The stipend will be, approximately, an additional 20% for the Chair, and an additional 10% for the Vice Chair and Treasurer.
- c. School board compensation shall be paid in March, June, September and December, and shall have all applicable federal and state deductions withheld.

III. Expense Reimbursements

School board members are eligible for reimbursement of expenses incurred that are directly related to fulfilling a board member's official responsibilities. Reimbursed expenses normally include:

- a. Mileage to and from school board member's home to seminars, committee meetings, association meetings (AMSD, MSBA, etc.), legislative hearings, and other meetings that are directly related to board service. Board members will not be reimbursed for mileage to and from regularly scheduled school board meetings, or mileage to attend school functions and events such as athletic competitions, plays, concerts, etc.
- b. Parking and other required transportation costs will also be reimbursed, based on actual costs incurred.
- c. Meals in conjunction with official school board activities and duties will be reimbursed, based on actual costs not to exceed limits set by the Board at its annual organizational meeting.

IV. Oversight

- a. This policy will be reviewed annually, prior to the Board's January Organizational meeting.
- b. Annually, at its organizational meeting the Board shall review and approve the amount of annual compensation for board members as determined by this policy.
- c. Throughout the year, requests for expense reimbursements must be submitted to the district finance office for review as to conformity with district policy and procedures. Following that review, all board expense reimbursement requests must be approved by the board treasurer. Requests for expense reimbursement submitted by the treasurer will be approved by the board chair.



April 2, 2019

MSBA/MASA Model Policy 206

Orig. 1995 Rev. 2017, 2019

206 PUBLIC INPUT TO THE SCHOOL BOARD AND DATA PRIVACY CONSIDERATIONS

I. PURPOSE

- A. The school board recognizes the value of participation by the public in deliberations and decisions on school district matters. At the same time, the school board recognizes the importance of conducting orderly and efficient proceedings, with opportunity for expression of all participants' respective views.
- B. The purpose of this policy is to provide procedures to assure open and orderly public discussion as well as to protect the due process and privacy rights of individuals under the law.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school board is to encourage discussion by persons of subjects related to the management of the school district at listening sessions. The school board may adopt reasonable time, place, and manner restrictions on public expression in order to facilitate free discussion by all interested parties.
- B. The school board shall, as a matter of policy, protect the legal rights to privacy and due process of employees and students.

III. DEFINITIONS

- A. "Personnel data" means government data on individuals maintained because the individual is or was an employee or applicant for employment. For purposes of this policy, "employee" includes a volunteer or an independent contractor.
- B. Personnel data on current and former employees that is "public" includes:

Name; employee identification number, which must not be the employee's social security number; actual gross salary; salary range; terms and conditions of employment relationship; contract fees; actual gross pension; the value and nature

of employer paid fringe benefits; the basis for and the amount of any added remuneration, including expense reimbursement, in addition to salary; bargaining unit; job title; job description; education and training background; previous work experience; date of first and last employment; the existence and status of any complaints or charges against the employee, regardless of whether the complaint or charge resulted in a disciplinary action; the final disposition of any disciplinary action as defined in Minn. Stat. § 13.43, Subd. 2(b), together with the specific reasons for the action and data documenting the basis of the action, excluding data that would identify confidential sources who are employees of the public body; the complete terms of any agreement settling any dispute arising out of the employment relationship, including a buyout agreement as defined in Minn. Stat. § 123B.143, Subd. 2, except that the agreement must include specific reasons for the agreement if it involves the payment of more than \$10,000 of public money; work location; work telephone number; badge number; work-related continuing education; honors and awards received; and payroll time sheets or other comparable data that are only used to account for employee's work time for payroll purposes, except to the extent that release of time sheet data would reveal the employee's reasons for the use of sick or other medical leave or other not public data.

- C. Personnel data on current and former applicants for employment that is "public" includes:

Veteran status; relevant test scores; rank on eligible list; job history; education and training; and work availability. Names of applicants shall be private data except when certified as eligible for appointment to a vacancy or when applicants are considered by the appointing authority to be finalists for a position in public employment. For purposes of this subdivision, "finalist" means an individual who is selected to be interviewed by the appointing authority prior to selection.

- D. "Educational data" means data maintained by the school district which relates to a student.

- E. "Student" means an individual currently or formerly enrolled or registered in the school district, or applicants for enrollment, or individuals who receive shared time services.

- F. Data about applicants for appointments to a public body, including a school board, collected by the school district as a result of the applicant's application for appointment to the public body are private data on individuals, except that the following are public: name; city of residence, except where the appointment has a residency requirement that requires the entire address to be public; education and training; employment history; volunteer work; awards and honors; prior government service; any data required to be provided or that is voluntarily provided in an application to a multimember agency pursuant to Minn. Stat. § 15.0597; and veteran status. Once an individual has been appointed to a public body, the following additional items of data are public: residential address; either a telephone number or electronic mail address where the appointee can be

reached, or both at the request of the appointee; the first and last dates of service on the public body; the existence and status of any complaints or charges against an appointee; and, upon completion of an investigation of a complaint or charge against an appointee, the final investigative report unless access to the data would jeopardize an active investigation. Any electronic mail address or telephone number provided by a public body for use by an appointee shall be public. An appointee may use an electronic mail address or telephone number provided by the public body as the designated electronic mail address or telephone number at which the appointee can be reached.

IV. RIGHTS TO PRIVACY

- A. School district employees have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:
 - 1. right to a private hearing for teachers, pursuant to Minn. Stat. § 122A.40, Subd. 14 (Teachers Discharge Hearing);
 - 2. right to privacy of personnel data as provided by Minn. Stat. § 13.43 (Personnel Data);
 - 3. right to consideration by the school board of certain data treated as not public as provided in Minn. Stat. § 13D.05 (Not Public Data);
 - 4. right to a private hearing for licensed or nonlicensed head varsity coaches to discuss reasons for nonrenewal of a coaching contract pursuant to Minn. Stat. § 122A.33, Subd. 3.

- B. School district students have a legal right to privacy related to matters which may come before the school board, including, but not limited to, the following:
 - 1. right to a private hearing, Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing);
 - 2. right to privacy of educational data, Minn. Stat. § 13.32 (Educational Data); 20 U.S.C. § 1232g (FERPA);
 - 3. right to privacy of complaints as provided by child abuse reporting and discrimination laws, Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors) and Minn. Stat. Ch. 363A (Minnesota Human Rights Act).

V. THE PUBLIC'S OPPORTUNITY TO BE HEARD

The school board will strive to give all persons an opportunity to be heard and to have complaints considered and evaluated, within the limits of the law and this policy and subject to reasonable time, place, and manner restrictions. Among the rights available to the public is the right to access public data as provided by Minn. Stat. § 13.43, Subd. 2 (Public Data).

VI. PROCEDURES

A. Listening Session

The school board shall normally provide a specified period of time when persons may address the school board on any topic, subject to the limitations of this policy. The school board reserves the right to allocate a specific period of time for this purpose and limit time for speakers accordingly.

The school board may decide to hold certain types of public meetings where the public will not be invited to address the school board. Possible examples are work sessions and board retreats. The public will still be entitled to notice of these meetings and will be allowed to attend these meetings, but the public will not be allotted time during the meeting to address the board.

B. Complaints

1. Routine complaints about a teacher or other employee should first be directed to that teacher or employee or to the employee's immediate supervisor.
2. If the complaint is against an employee relating to child abuse, discrimination, racial, religious, or sexual harassment, or other activities involving an intimidating atmosphere, the complaint should be directed to the employee's supervisor or other official as designated in the school district policy governing that kind of complaint. In the absence of a designated person, the matter should be referred to the superintendent.
3. Unresolved complaints from Paragraph 1. of this section or problems concerning the school district should be directed to the superintendent's office.
4. Complaints which are unresolved at the superintendent's level may be brought before the school board by notifying the school board in writing.

C. Agenda Items Persons who wish to have an agenda item discussed at a public school board meeting are required to notify the superintendent's office in advance of the school board meeting. The person should provide his or her name, address, the name of group represented (if any), and the subject to be covered or the issue to be addressed. Reference Policy 203.5 Section III Part B.

D. No Board Action at Same Meeting

Except as determined by the school board to be necessary or in an emergency, the school board will not take action at the same meeting on an item raised for the first time by the public.

VII. PENALTIES FOR VIOLATION OF DATA PRIVACY

- A. The school district is liable for damages, costs and attorneys' fees, and, in the event of a willful violation, punitive damages for violation of state data privacy laws. (Minn. Stat. § 13.08, Subd. 1)
- B. A person who willfully violates data privacy or whose conduct constitutes the knowing unauthorized acquisition of not public data is guilty of a misdemeanor. (Minn. Stat. § 13.09)
- C. In the case of an employee, willful violation of the Minnesota data practices law, Chapter 13, and any rules adopted thereunder, including any action subject to a criminal penalty, constitutes just cause for suspension without pay or dismissal. (Minn. Stat. § 13.09)

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.43 (Personnel Data)
Minn. Stat. § 13.601, Subd. 3 (Applicants for Appointment)
Minn. Stat. § 13D.05 (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 122A.44 (Contracting with Teachers)
Minn. Stat. § 123B.02, Subd. 14 (Employees; Contracts for Services)
Minn. Stat. § 123B.143, Subd. 2 (Disclose Past Buyouts or Contract is Void)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. § 626.556 (Reporting of Maltreatment of Minors)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
Minn. Op. Atty. Gen. 852 (July 14, 2006)

Cross References: MSBA/MASA Model Policy 205 (Open Meetings and Closed Meetings)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Service Manual, Chapter 13, School Law Bulletin "C" (Minnesota's Open Meeting Law)
MSBA Service Manual, Chapter 13, School Law Bulletin "I" (School Records – Privacy – Access to Data)

2023-2024 Calendar

August 2023

M	T	W	Th	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

September 2023

M	T	W	Th	F
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18	19	20	21	22
25	26	27	28	29

October 2023

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November 2023

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December 2023

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January 2024

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February 2024

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March 2024

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April 2024

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May 2024

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June 2024

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24	25	26	27	28

 - 1 Day
for evening
conferences

 - staff work

 - Holiday
 - other breaks

 Async day for
6-12 students

2024-2025 Calendar

August 2024

M	T	W	Th	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
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MMM -
1 Day
Summer
training

September 2024

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30				

October 2024

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November 2024

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December 2024

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30	31			

January 2025

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February 2025

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March 2025

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April 2025

M	T	W	Th	F
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May 2025

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MMM - 1 Day
for
Evening
conferences

June 2025

M	T	W	Th	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

 - staff work
 - Holiday
 - other break
 - Async for students
 No school

EFFECTIVE INSTRUCTION IMPLEMENTATION



To ensure all students engage in rigorous, relevant instruction grounded in relationships



To guarantee all students meet proficiency and make growth on the standards, regardless of entry point



1. By operationalizing RRR
2. By implementing Proficiency-Based Learning
3. By providing effective and sustained professional learning for staff

AT SANB SCHOOLS, WE BELIEVE:

RIGOR

- All students deserve access to high-level thinking and deep learning.
- All students have assets and can learn at high levels.
- Rigor must be embedded at every stage of learning.

RELEVANCE

- Learning is cultural, social, and emotional.
- Students deserve to have their multiple developed and developing identities acknowledged and honored.
- Learning must be authentic and applicable across contexts.

RELATIONSHIPS

- All students deserve access to intentional developmental relationships defined as expressing care, challenging growth, providing support, sharing power, and expanding possibilities.
- All teachers must make developmental relationships a priority.
- We cannot effectively teach kids we do not know.

PHASE 1: FOUNDATION

- A. Define the mission and vision of the district and state where we are going as teachers and where we expect students to go and why
- B. Articulate essential understandings and perform skills related to Depth of Knowledge (DOK), proficiency, and rigor
- C. Complete an overview of the state and national standards

PHASE 2: STANDARDS & PROGRESSIONS

- D. Identify, unwrap, and map out the anchor and essential standards as a PreK-12 department
- E. Write progressions in student-friendly language and create plans how to use them in instruction

PHASE 3: MAPS & PLANS

- F. Create a curriculum/standards/instructional map (organized by year-long course or grade level)
- G. Create unit plans (including summative assessments, formative assessments, lesson plans)

PHASE 4: TOOLS

- H. Use data to drive instructional decisions and designs
- I. Embed scaffolding to support all learners with accessing all levels of learning
- J. Use effective feedback tools (including rubrics) to foster learning

DISTRICT-WIDE SHIFTS HAPPENING IN FALL 2025



Proficiency-Based
Credit Definition



Proficiency-Based
Teaching and
Learning



Proficiency-Based
Grading and
Reporting

DRAFT
NOT completed - IN Process

Concept	Definition	Measurement Tools
Life Skills	<input type="checkbox"/> Develop adaptive and positive behavior <input type="checkbox"/> Decision-Making/Problem Solving <input type="checkbox"/> Creative/Critical Thinking <input type="checkbox"/> Communication/Interpersonal Skills <input type="checkbox"/> Self-Awareness/Empathy <input type="checkbox"/> Assertiveness/Equanimity <input type="checkbox"/> Resilience/Coping	Authentic Assessment (Grades 5, 8, 12) Decision making/problem solving Creative/critical thinking Communications/interpersonal skills Attendance Data Connection to engagement Discipline Data Panorama Survey: Growth mindset Self management Social awareness Self efficacy Emotional regulation
Positive Contributor to Society	<input type="checkbox"/> Combination of service to the community and student learning. <input type="checkbox"/> Active participation that meets the needs of a community. <input type="checkbox"/> Structured for students to reflect on the experience.	Service Learning Hours + Reflection Authentic Assessments (Grades 5, 8, 12) Dev Adds value to the community Supports the community Panorama Survey: Cultural awareness Social awareness
Love of Learning	<input type="checkbox"/> Have positive feelings about learning new things <input type="checkbox"/> Ability to self-regulate efforts to persevere, despite challenge and frustration <input type="checkbox"/> Feel autonomous <input type="checkbox"/> Sense of possibility <input type="checkbox"/> Be resourceful <input type="checkbox"/> Feel supported and challenged by others in their efforts to learn	Panorama Survey: Valuing of school Engagement
Social and Emotional Wellness	<input type="checkbox"/> Social and interpersonal skills and competencies <input type="checkbox"/> Emotional skills and competencies	Panorama Survey: Sense of belonging Diversity and inclusion School climate Cultural awareness and action Growth mindset Self management Social awareness Self-efficacy Emotional regulation
Thriving Citizen	<input type="checkbox"/> Specific rights, duties, and benefits in the United States. <input type="checkbox"/> Fundamental rights derived from and protected by the Constitution and laws of the United	Citizenship/Civics Assessment (State/Federal) Naturalization Exam Authentic Assessments (Grades 5, 8, 12) Stay informed of the issues affecting

	<p>States, such as freedom of expression, due process, the rights to vote.</p>	<p>your community Participate in your local community Panorama Survey: Cultural awareness and action Diversity and inclusion</p>
--	--	--

	Inputs as of 2022	Concept	Definition	Measurement Tools
Wilshire Park		Life Skills	<input type="checkbox"/> Develop adaptive and positive behavior <input type="checkbox"/> Decision-Making/Problem Solving <input type="checkbox"/> Creative/Critical Thinking <input type="checkbox"/> Communication/Interpersonal Skills <input type="checkbox"/> Self-Awareness/Empathy <input type="checkbox"/> Assertiveness/Equanimity <input type="checkbox"/> Resilience/Coping	Authentic Assessment (Grades 5, 8, 12) Decision making/problem solving Creative/critical thinking Communications/interpersonal skills
SAMS	<ul style="list-style-type: none"> ● Morning meeting ● PAWS ● Huskie Time ● 8th Grade Seminar ● Work Hard/Play Hard ● Proficiency Based Learning ● MTSS 			Attendance Data Connection to engagement Discipline Data
SAVHS	<ul style="list-style-type: none"> ● WIN ● Captains Council ● World Cafe - Together We Make a Difference ● Weekly Lessons for Life (Activities and Athletics) ● Youth in Government ● Student Council 			Panorama Survey: Growth mindset Self management Social awareness Self efficacy Emotional regulation

	Inputs as of 2022	Concept	Definition	Measurement Tools
Wilshire Park	<ul style="list-style-type: none"> ● 	Positive Contributor to Society	<input type="checkbox"/> Combination of service to the community and student learning. <input type="checkbox"/> Active participation that meets the needs of a community. <input type="checkbox"/> Structured for students to reflect on the experience.	Service Learning Hours + Reflection Authentic Assessments (Grades 5, 8, 12) Dev Adds value to the community Supports the community Panorama Survey: Cultural awareness Social awareness
SAMS	<ul style="list-style-type: none"> ● Green Team ● Morning Meeting ● SDLG ● Student Council ● 8th Grade Seminar ● Eagle Bluff -extended field trip 			
SAVHS	<ul style="list-style-type: none"> ● Student Council ● Key Club ● Captains Council ● Mentorship (WP) ● Green Team ● Youth in Government ● Weekly Lessons of Life ● NHS ● MSA (Muslim Student Association) ● World Cafe ● GSA ● Government and Politics 			

	Inputs as of 2022	Concept	Definition	Measurement Tools
Wilshire Park		Love of Learning	<input type="checkbox"/> Have positive feelings about learning new things <input type="checkbox"/> Ability to self-regulate efforts to persevere, despite challenge and frustration <input type="checkbox"/> Feel autonomous <input type="checkbox"/> Sense of possibility <input type="checkbox"/> Be resourceful <input type="checkbox"/> Feel supported and challenged by others in their efforts to learn	Panorama Survey: Valuing of school Engagement
SAMS	<ul style="list-style-type: none"> ● Eagle Bluff-extended field trip ● Clubs - Fridays ● PAWS ● MTSS ● SAT ● SDLG ● GSA ● Groups (friendship, Stress, etc) ● Proficiency Based Learning 			
SAVHS	<ul style="list-style-type: none"> ● Youth in Government ● Student Council ● WIN ● Mentorship ● 916 ● CTE ● Athletics and Activities <ul style="list-style-type: none"> ○ Knowledge bowl, Science Bowl, Math League, Robotics, Science Olympiad ○ Esports, Art Club, Repent team ● 			

	Inputs as of 2022	Concept	Definition	Measurement Tools
Wilshire Park		Social and Emotional Wellness	<input type="checkbox"/> Social and interpersonal skills and competencies <input type="checkbox"/> Emotional skills and competencies	<u>Panorama Survey:</u> Sense of belonging Diversity and inclusion School climate Cultural awareness and action Growth mindset Self management Social awareness Self-efficacy Emotional regulation
SAMS	<ul style="list-style-type: none"> ● Groups (Friendship, Stress, etc.) ● PAWS ● Huskie time ● SAT ● Work Hard/Play Hard Days ● Clubs ● 			
SAVHS	<ul style="list-style-type: none"> ● WIN ● Weekly Lessons for Life ● SAT ● Child Study Team ● Individual Counseling ● LOYO 			

	Inputs as of 2022	Concept	Definition	Measurement Tools
Wilshire Park		Thriving Citizen	<input type="checkbox"/> Specific rights, duties, and benefits in the United States. <input type="checkbox"/> Fundamental rights derived from and protected by the Constitution and laws of the United States, such as freedom of expression, due process, the rights to vote.	Citizenship/Civics Assessment (State/Federal) Naturalization Exam Authentic Assessments (Grades 5, 8, 12) Stay informed of the issues affecting your community Participate in your local community Panorama Survey: Cultural awareness and action Diversity and inclusion
SAMS	<ul style="list-style-type: none"> ● 8th Grade Seminar ● Student Council ● SDLG ● Morning Meeting ● GSA 			
SAVHS	<ul style="list-style-type: none"> ● Captains Council ● Government & Politics Course <ul style="list-style-type: none"> ○ Civics Test ● Student Council ● MSA (Muslim Student Association) ● GSA ● Youth in Government ● Key Club 			



Legislative Priorities

ST. ANTHONY - NEW BRIGHTON SCHOOLS | WE ARE EVER BRIGHTER | 2023

St. Anthony - New Brighton (SANB) is cherished as a small, caring community steeped in a rich history of excellence at all levels. We believe in the brilliance of each student, knowing they have the capacity to thrive. The success of our students and staff is our highest concern.

OUR DISTRICT NEEDS LEGISLATION THAT:

Fully funds education

The district receives support from federal and state aid, but it has fallen short in recent years. We're lucky to have stable enrollment at St. Anthony - New Brighton Schools, however, with the rate of inflation and lack of reliable state aid, it has created a burden on local tax payers in order to supplement much needed funding. If the state's per pupil funding had kept up with inflation, SANB would receive an extra \$925 per student today. That is roughly \$1,665,000 dollars more per year. Our programs for students, staff and the community focusing on equitable access suffer because of this. Food security, technology, infrastructure gaps, mental health supports and incentives to attract and retain staff of color are halted or stifled considerably.



WE REQUEST:

A 5% increase for the next two years to the general education basic formula and index it to inflation.

Elimination of the Special Education (SpEd) and English Language (EL) cross subsidies to better support our students.

To be like our city and municipality partners and renew an existing levy without holding an expensive election.

In the 2021-22 school year, our district's cross subsidy for Special Education was \$1,555,000 and the English Language cross subsidy was \$255,000.



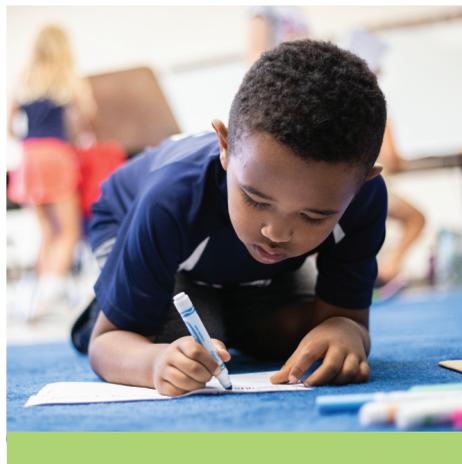
**Engaging with children
at heart level:**

Wes Elnagdy

Our Community Services team transformed Wes's experience, going from glum to glee in a matter of days. Our incredible staff and facilities require funds to support their work. Eliminating cross subsidies would allow more funds to be available to our engaging youth.

Demographic Information

St. Anthony - New Brighton Schools is the smallest geographical sized district in Minnesota, with 1,849 students and 350 staff members. Students attend Wilshire Park Elementary, St. Anthony Middle School & St. Anthony Village High School, as well as Community Services – the district is the central hub of all St. Anthony Village. The diverse student population includes 40% students of color, 7% of students who qualify for multilingual language services, 11% students receiving special education services and 30% eligible for free and reduced lunch.





March 5, 2019

MSBA/MASA Model Policy 103
Orig. 1995 Rev. 2005, 2019

103 COMPLAINTS – STUDENTS, EMPLOYEES, PARENTS, OTHER PERSONS PURPOSE

The school district takes seriously all concerns or complaints by students, employees, parents or other persons. If a specific complaint procedure is provided within any other policy of the school district, the specific procedure shall be followed in reference to such a complaint. If a specific complaint procedure is not provided, the purpose of this policy is to provide a procedure that may be used.

GENERAL STATEMENT OF POLICY

Students, parents, employees or other persons, may report concerns or complaints to the school district.

While written reports are encouraged, a complaint may be made orally. Further information may be requested from the individual making the complaint in order to address it effectively.

Any employee receiving a complaint shall advise the principal or immediate supervisor of the receipt of the complaint. The supervisor shall make an initial determination as to the seriousness of the complaint and whether the matter should be referred to the superintendent.

A person may file a complaint at any level of the school district; i.e., principal, superintendent or school board. However, persons are encouraged to file a complaint at the building level when appropriate. If a complaint is filed at the school district level, the individual receiving the complaint will determine the appropriate level at which to address the complaint and forward it to the correct individual or group. All staff within the district have a supervisory authority who will be sent the complaint. For example, complaints about school coaches will be sent to the Director of Athletics, Activities, Facilities, & Transportation or complaints about the Superintendent will be sent to the School Board Chair.

Depending upon the nature and seriousness of the complaint, the supervisor or other administrator receiving the complaint shall determine the nature and scope of the investigation or followup procedures.

If the complaint involves serious allegations, the matter shall promptly be referred to the superintendent who shall determine whether an internal or external investigation should be conducted. In either case, the superintendent shall determine the nature and scope of the investigation and designate the person responsible for the investigation or followup relating to the complaint. The designated investigator shall ascertain details concerning the complaint and respond promptly to the appropriate administrator concerning the status or outcome of the matter.

The appropriate administrator shall respond in writing to the complaining party concerning the outcome of the investigation or followup, including any

appropriate action or corrective measure that was taken. The superintendent shall be copied on the correspondence and consulted in advance of the written response when appropriate. The response to the complaining party shall be consistent with the rights of others pursuant to the applicable provisions of Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act) or other law.

- A. Students, parents, employees or other persons, may report concerns or complaints regarding the Superintendent to the School Board Chair.

210 CONFLICT OF INTEREST – SCHOOL BOARD MEMBERS

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

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

III. GENERAL PROHIBITIONS AND RECOGNIZED STATUTORY EXCEPTIONS

A. A school board member who is authorized to take part in any manner in making any sale, lease, or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially ~~there~~ ~~from~~~~therefrom~~.

B. In the following circumstances, however, the school board may as an exception, by unanimous vote, contract for goods or services with a school board member of the school district:

1. In the designation of a bank or savings association, in which a school board member is interested, as an authorized depository for school district funds and as a source of borrowing, provided such deposited funds are protected in accordance with Minn. Stat. Ch. 118A. Any school board member having said interest shall disclose that interest and the interest shall be entered upon the ~~minutes of the~~ school board ~~minutes~~. Disclosure ~~must~~~~shall~~ be made when such bank or savings association is first designated as a depository or source of borrowing, or when such school board member is elected, whichever is later. Disclosure serves as notice of the interest and ~~must~~~~need~~ only be made once;

2. The designation of an official newspaper, or publication of official matters therein, in which the school board member is interested when it is the only newspaper complying with statutory requirements relating to the designation or publication;

3. A contract with a cooperative association of which the school board member is a shareholder or stockholder but not an officer or manager;

4. A contract for which competitive bids are not required by law. A contract made under this exception will be void unless the following procedures are observed:

a. The school board ~~must~~~~shall~~ authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.

b. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated.

c. Before a claim is paid, the interested school board member ~~must~~shall file with the clerk of the school board an affidavit stating:

(1) The name of the school board member and the office held;

(2) An itemization of the goods or services furnished;

(3) The contract price;

(4) The reasonable value;

(5) The interest of the school board member in the contract; and

(6) That to the best of the school board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.

5. A school board member may contract with the school district to provide construction materials or services, or both, when the sealed bid process is used. When the contract comes before the school board for consideration, the interested school board member may not vote on the contract. **(Note: This section applies only when the school district has a population of 1,000 or less according to the last federal census.)**

6. A school board member may rent space in a public facility at a rate commensurate with that paid by other members of the public.

C. In the following circumstances, the school board may as an exception, by majority vote at a meeting ~~whereat which~~ all school board members are present, contract for services with a school board member of the school district: A school board member may be newly employed or may continue to be employed by the school district as an employee ~~whereonly if~~ there is a reasonable expectation on July 1, or at the time the contract is entered into or extended, that the amount to be earned by that school board member under that contract or employment relationship, will not exceed \$8,000 in that fiscal year. If the school board member does not receive majority approval to be initially employed or to continue in employment at a meeting ~~whereat which~~ all school board members are present, that employment ~~must be~~is immediately terminated and that school board member ~~will have~~has no further rights to employment while serving as a school board member in the school district.

D. The school board may contract with a class of school district employees, such as teachers or custodians, ~~wherewhen~~ the spouse of a school board member is a member of the class of employees contracting with the school board and the employee spouse receives no special monetary or other benefit that is substantially different from the benefits that other members of the class receive under the employment contract. ~~In order for~~For the school board to invoke this exception, it must have a majority of disinterested school board members vote to approve the contract, direct the school board member spouse to abstain from voting to approve the contract, and publicly set out the essential facts of the contract at the meeting ~~wherein which~~ the contract is

approved.

IV. LIMITATIONS ON RELATED EMPLOYEES

A. The school board ~~can~~must hire or dismiss teachers only at duly called meetings. ~~Where~~
When a husband and wife, brother and sister, or two brothers or sisters, constitute a quorum, no contract employing a teacher may be made or authorized except upon the unanimous vote of the full school board.

B. The school board may not employ any teacher related by blood or marriage to a school board member, within the fourth degree as computed by the civil law, except by a unanimous vote of the full school board.

V. CONFLICTS PRIOR TO TAKING OFFICE

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

VI. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS

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

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

- Cross References:** MSBA/MASA Model Policy 101 (Legal Status of the School Board) ~~MSBA/MASA Model Policy 209 (Code of Ethics)~~
~~MSBA Service Manual, Chapter 1, School District Governance, Powers and Duties~~ MSBA/MASA Model Policy 209 (Code of Ethics)

214 OUT-OF-STATE TRAVEL BY SCHOOL BOARD MEMBERS

[Note: School districts are required by statute to adopt a policy addressing this issue.]

I. PURPOSE

The purpose of this policy is to control out-of-state travel by school board members as required by law.

II. GENERAL STATEMENT OF POLICY

School board members have an obligation to become informed on the proper duties and functions of a school board member, to become familiar with issues that may affect the school district, to acquire a basic understanding of school finance and budgeting, and to acquire sufficient knowledge to comply with federal, state, and local laws, rules, regulations, and school district policies that relate to their functions as school board members. Occasionally, it may be appropriate for school board members to travel out of state to fulfill their obligations.

III. APPROPRIATE TRAVEL

Travel outside the state is appropriate when the school board finds it proper for school board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as school board members. Travel to regional or national meetings of the National School Boards Association is presumed to fulfill this purpose. Travel to other out-of-state meetings for which the member intends to seek reimbursement from the school district should be preapproved by the school board.

IV. REIMBURSABLE EXPENSES

Expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district-related expenses.

V. REIMBURSEMENT

~~A. Any board member wishing to travel out of state for any school related meeting, conference, or other activity where the board member expects the school district to pay for or otherwise provide reimbursement for expenses, must seek prior approval of the board. Such approval must occur during a regularly scheduled School Board meeting.~~

A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.

B. Automobile travel shall be reimbursed at the mileage rate set by the school board. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.

C. Amounts to be reimbursed shall be within the school board's approved budget allocations, including attendance at workshops and conventions.

VI. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

The superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

Legal References: Minn. Stat. § 123B.09, Subd. 2 (School Board Member Training) ~~Minn. Stat. § 471.661 (Out-of-State Travel)~~
~~Minn. Stat. § 471.661 (Out-of-State Travel)~~
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. 1035 (Aug. 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. 161b-12 (Aug. 4, 1997) (Transportation Expenses)

Cross References: MSBA/MASA Model Policy 212 (School Board Member Development)
MSBA/MASA Model Policy 412 (Expense Reimbursement)

Adopted: _____

MSBA/MASA Model Policy 502

Orig. 1995

Revised: _____

Rev. 1999

502 SEARCH OF STUDENT LOCKERS, DESKS, PERSONAL POSSESSIONS, AND STUDENT'S PERSON

I. PURPOSE

The purpose of this policy is to provide for a safe and healthful educational environment by enforcing the school district's policies against contraband.

II. GENERAL STATEMENT OF POLICY

A. Lockers and Personal Possessions Within a Locker

Pursuant to Minnesota statutes, school lockers are the property of the school district. At no time does the school district relinquish its exclusive control of lockers provided for the convenience of students. Inspection of the interior of lockers may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant. The personal possessions of students within a school locker may be searched only when school officials have a reasonable suspicion that the search will uncover evidence of a violation of law or school rules. As soon as practicable after the search of a student's personal possessions, the school officials must provide notice of the search to students whose lockers were searched unless disclosure would impede an ongoing investigation by police or school officials.

B. Desks

School desks are the property of the school district. At no time does the school district relinquish its exclusive control of desks provided for the convenience of students. Inspection of the interior of desks may be conducted by school officials for any reason at any time, without notice, without student consent, and without a search warrant.

C. Personal Possessions and Student's Person

The personal possessions of students and/or a student's person may be searched when school officials have a reasonable suspicion that the search will uncover a violation of law or school rules. The search will be reasonable in its scope and intrusiveness.

D. A violation of this policy occurs when students use lockers and desks for unauthorized purposes or to store contraband. A violation occurs when students carry contraband on their person or in their personal possessions.

III. DEFINITIONS

- A. “Contraband” means any unauthorized item possession of which is prohibited by school district policy and/or law. It includes, but is not limited to, weapons and “look-alikes,” alcoholic beverages, controlled substances and “look-alikes,” overdue books and other materials belonging to the school district, and stolen property.
- B. “Personal possessions” includes, but is not limited to, purses, backpacks, bookbags, packages, and clothing.
- C. “Reasonable suspicion” means that a school official has grounds to believe that the search will result in evidence of a violation of school district policy, rules, and/or law. Reasonable suspicion may be based on a school official’s personal observation, a report from a student, parent or staff member, a student’s suspicious behavior, a student’s age and past history or record of conduct both in and out of the school context, or other reliable sources of information.
- D. “Reasonable scope” means that the scope and/or intrusiveness of the search is reasonably related to the objectives of the search. Factors to consider in determining what is reasonable include the seriousness of the suspected infraction, the reliability of the information, the necessity of acting without delay, the existence of exigent circumstances necessitating an immediate search and further investigation (e.g., to prevent violence, serious and immediate risk of harm or destruction of evidence), and the age of the student.

IV. PROCEDURES

- A. School officials may inspect the interiors of lockers and desks for any reason at any time, without notice, without student consent, and without a search warrant.
- B. School officials may inspect the personal possessions of a student and/or a student’s person based on a reasonable suspicion that the search will uncover a violation of law or school rules. A search of personal possessions of a student and/or a student’s person will be reasonable in its scope and intrusiveness.
- C. As soon as practicable after a search of personal possessions within a locker pursuant to this policy, the school officials must provide notice of the search to students whose possessions were searched unless disclosure would impede an ongoing investigation by police or school officials.
- D. Whenever feasible, a search of a person shall be conducted in private by a school official of the same sex. A second school official of the same sex shall be present as an observer during the search of a person whenever feasible.
- E. A strip search is a search involving the removal of coverings or clothing from private areas. Mass strip searches, or body cavity searches, are prohibited. Strip searches will be conducted only in circumstances involving imminent danger.

- F. A school official conducting any other search may determine when it is appropriate to have a second official present as an observer.
- G. A copy of this policy will be printed in the student handbook or disseminated in any other way which school officials deem appropriate. The school district shall provide a copy of this policy to a student when the student is given use of a locker.

V. DIRECTIVES AND GUIDELINES

School administration may establish reasonable directives and guidelines which address specific needs of the school district, such as use of tape in lockers, standards of cleanliness and care, posting of pin-ups and posters which may constitute sexual harassment, etc.

VI. SEIZURE OF CONTRABAND

If a search yields contraband, school officials will seize the item and, where appropriate, turn it over to legal officials for ultimate disposition.

VII. VIOLATIONS

A student found to have violated this policy and/or the directives and guidelines implementing it shall be subject to discipline in accordance with the school district's Student Discipline Policy, which may include suspension, exclusion, or expulsion, and the student may, when appropriate, be referred to legal officials.

Legal References: U. S. Const., amend. IV
Minn. Const., art. I, § 10
Minn. Stat. § 121A.72 (School Locker Policy)
New Jersey v. T.L.O., 469 U.S. 325, 105 S.Ct. 733, 83 L.Ed.2d 720 (1985)
G.C. v. Owensboro Public Schools, 711 F.3d 623 (6th Cir. 2013)

Cross References: MSBA/MASA Model Policy 417 (Chemical Use and Abuse)
MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)
MSBA/MASA Model Policy 501 (School Weapons)
MSBA/MASA Model Policy 506 (Student Discipline)

Adopted: January 5, 2010

Revised: _____

**508 EXTENDED SCHOOL YEAR FOR CERTAIN STUDENTS WITH
INDIVIDUALIZED EDUCATION PROGRAMS**

I. PURPOSE

The purpose of this policy is to ensure that the school district complies with the overall requirements of law as mandated for certain students subject to individualized education programs (IEPs) when necessary to provide a free appropriate public education (FAPE).

II. GENERAL STATEMENT OF POLICY

- A. Extended School Year Services Must Be Available to Provide a FAPE. The school district shall provide extended school year (ESY) services to a student who is the subject of an IEP if the student's IEP team determines the services are necessary during a break in instruction in order to provide a FAPE.
- B. Extended School Year Determination. At least annually, the IEP team must determine that a student is in need of ESY services if the student meets any of the following conditions:
1. There will be significant regression of a skill or acquired knowledge from the student's level of performance on an annual goal that requires more than the length of the break in instruction to recoup unless the IEP team determines a shorter time for recoupment is more appropriate; OR
 2. Services are necessary for the student to attain and maintain self- sufficiency because of the critical nature of the skill addressed by an annual goal, the student's age and level of development, and the timeliness for teaching the skill; OR
 3. The IEP team otherwise determines, given the student's unique needs, that ESY services are necessary to ensure the pupil receives a FAPE.
- C. Required Factors Schools Must Consider in Making ESY Determinations. The IEP team must decide ESY eligibility using information including:
- I. Prior observations of the student's regression and recoupment over the **summer**;

2. Observations of the student's tendency to regress over extended breaks in instruction during the school year; and
 3. Experience with other students with similar instructional needs.
- D. Additional Factors to Consider, Where Relevant. In making its determination of ESY needs, the following factors must be considered, where relevant:
- I. The student's progress and maintenance of skills during the regular school year.
 2. The student's degree of impairment.
 3. The student's rate of progress.
 4. The student's behavioral or physical problems.
 5. The availability of alternative_ resources.
 6. The student's ability and need to interact with nondisabled peers.
 7. The areas of the student's curriculum which need continuous attention.
 8. The student's vocational needs.
- E. No Unilateral Decisions. In the course of providing ESY services to children with disabilities, the school district may not unilaterally limit the type, amount, or duration of those services.
- F. Services to Nonresident Students Temporarily Placed in School District. A school district may provide ESY services to nonresident children with disabilities temporarily placed in the school district in accordance with applicable state law.

Legal References: Minn. Stat. § 125A.14 (Extended School Year)
 Minn. Rules Part 3525.0755
 20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Improvement Act of 2004)
 34 C.F.R. Part 300

Cross References:


St. Anthony New Brighton
INDEPENDENT SCHOOL DISTRICT 282
School District Policy

Adopted: January 5, 2010
Revised:

512 SCHOOL-SPONSORED STUDENT PUBLICATIONS AND ACTIVITIES

I. PURPOSE

The purpose of this policy is to protect students' rights to free speech in production of official school publications and activities while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

II. GENERAL STATEMENT OF POLICY

- A. The school district may exercise editorial control over the style and content of student expression in school-sponsored publications and activities.

- B. Expressions and representations made by students in school-sponsored publications and activities are not expressions of official school district policy. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies.

- C. Students who believe their right to free expression has been unreasonably restricted in an official student publication or activity may seek review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after review is requested.
 1. Students producing official school publications and activities shall be under the supervision of a faculty advisor and the school principal. Official publications and activities shall be subject to the guidelines set forth below.

 2. Official school publications may be distributed at reasonable times and locations.

III. DEFINITIONS

- A. "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing materials in internal staff or student mailboxes.

- B. "Official school publications" means school newspapers, yearbooks or material produced in communications, journalism or other writing classes as a part of the curriculum.

C. "Obscene to minors" means:

1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and
3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.

D. "Minor" means any person under the age of eighteen (18).

E. "Material and substantial disruption" of a normal school activity means: 1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.

2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

F. "School activities" means any activity of students sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in school lunch periods.

G. "Libelous" is a false and unprivileged statement about a specific individual that tends to harm the individual's reputation or to lower that individual in the esteem of the community.

IV. GUIDELINES

A. Expression in an official school publication or school-sponsored activity is prohibited when the material:

1. is obscene to minors;
2. is libelous or slanderous;
3. advertises or promotes any product or service not permitted for minors by law;
4. encourages students to commit illegal acts or violate school regulations or substantially disrupts the orderly operation of school or school activities;
5. expresses or advocates sexual, racial or religious harassment or violence or prejudice;
6. is distributed or displayed in violation of time, place and manner regulations.

B. Expression in an official school publication or school-sponsored activity is subject to editorial control by the school district over the style and content so long as the school district's actions are reasonably related to legitimate pedagogical concerns. These may include, but are not limited to, the following:

1. assuring that participants learn whatever lessons the activity is designed to teach;
2. assuring that readers or listeners are not exposed to material that may be inappropriate for their level of maturity;
3. assuring that the views of the individual speaker are not erroneously attributed to the school;
4. assuring that the school is not associated with any position other than neutrality on matters of political controversy;
5. assuring that the sponsored student speech cannot reasonably be perceived to advocate conduct otherwise inconsistent with the shared values of a civilized social order;
6. assuring that the school is not associated with expression that is, for example, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

C. Time, Place and Manner of Distribution

Students shall be permitted to distribute written materials at school as follows:

1. Time

Distribution shall be limited to the hours before the school day begins, during lunch hour and after school is dismissed.

2. Place

Written materials may be distributed in locations so as not to interfere with the normal flow of traffic within the school hallways, walkways, entry ways

and parking lots. Distribution shall not impede entrance to or exit from school premises in any way.

3. Manner

No one shall induce or coerce a student or staff member to accept a student publication.

Legal References: U. S. Const., amend. I

Hazelwood School District v. Kuhlmeier, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed. 2d 592 (1988)

Bystrom v. Fridley High School, I.S.D. No. 14, 822 F. 2d 747 (8th Cir. 1987)

Morse v. Frederick, ___ U.S. ___, 127 S.Ct. 2618, 168 L.Ed. 2d 290 (2007)

Cross References: MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)

MSBA/MASA Model Policy 506 (Student Discipline)

MSBA/MASA Model Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

MSBA/MASA Model Policy 526 Orig. 1997 Rev 2014, 2018 Adopted December 4, 2018

526 HAZING PROHIBITION

I. PURPOSE

The purpose of this policy is to maintain a safe learning environment for students and staff that is free from hazing. Hazing activities of any type are inconsistent with the educational goals of the school district and are prohibited at all times.

II. GENERAL STATEMENT OF POLICY

- A. No student, teacher, administrator, volunteer, contractor, or other employee of the school district shall plan, direct, encourage, aid, or engage in hazing.
- B. No teacher, administrator, volunteer, contractor, or other employee of the school district shall permit, condone, or tolerate hazing.
- C. Apparent permission or consent by a person being hazed does not lessen the prohibitions contained in this policy.
- D. Retaliation against a victim, good faith reporter, or a witness of hazing is prohibited.
- E. False accusations or reports of hazing against a student, teacher, administrator, volunteer, contractor, or other employee are prohibited.
- F. A person who engages in an act of hazing, reprisal, retaliation, or false reporting of hazing or permits, condones, or tolerates hazing shall be subject to discipline or other remedial responses for that act in accordance with the school district's policies and procedures.

Consequences for students who commit, tolerate, or are a party to prohibited acts of hazing may range from remedial responses or positive behavioral interventions up to and including suspension and/or expulsion.

Consequences for employees who permit, condone, or tolerate hazing or engage in an act of reprisal or intentional false reporting of hazing may result in disciplinary action up to and including termination or discharge.

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Consequences for other individuals engaging in prohibited acts of hazing may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

- G. This policy applies to hazing that occurs during and after school hours, on or off school premises or property, at school functions or activities, or on school transportation.
- H. A person who engages in an act that violates school policy or law in order to be initiated into or affiliated with a student organization shall be subject to discipline for that act.
- I. The school district will act to investigate all complaints of hazing and will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who is found to have violated this policy.

III. DEFINITIONS

- A. “Hazing” means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other school-related purpose. The term hazing includes, but is not limited to:
 - 1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking, or placing a harmful substance on the body.
 - 2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 - 3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product, or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 - 4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.
 - 5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.
- B. “Immediately” means as soon as possible but in no event longer than 24 hours.

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- C. “On school premises or school district property, or at school functions or activities, or on school transportation” means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student’s walking route to or from school for purposes of attending school or

school-related functions, activities, or events. While prohibiting hazing at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

- D. “Remedial response” means a measure to stop and correct hazing, prevent hazing from recurring, and protect, support, and intervene on behalf of a student who is the target or victim of hazing.
- E. “Student” means a student enrolled in a public school or a charter school.
- F. “Student organization” means a group, club, or organization having students as its primary members or participants. It includes grade levels, classes, teams, activities, or particular school events. A student organization does not have to be an official school organization to come within the terms of this definition.

IV. REPORTING PROCEDURES

- A. Any person who believes he or she has been the target or victim of hazing or any person with knowledge or belief of conduct which may constitute hazing shall report the alleged acts immediately to an appropriate school district official designated by this policy. A person may report hazing anonymously. However, the school district may not rely solely on an anonymous report to determine discipline or other remedial responses.
- B. The school district encourages the reporting party to use the report form available from the principal or building supervisor of each building or available from the school district office, but oral reports shall be considered complaints as well.

The building principal, the principal’s designee, or the building supervisor (hereinafter the “building report taker”) is the person responsible for receiving reports of hazing at the building level. Any adult school district personnel who receives a report of hazing prohibited by this policy shall inform the building report taker immediately. Any person may report hazing directly to a school district human rights officer (Wendy Webster) or to the superintendent (Renee Corneille). If the complaint involves the building report taker, the complaint shall be made or filed directly with the superintendent or the school district human rights officer by the reporting party or complainant.

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The building report taker shall ensure that this policy and its procedures, practices, consequences, and sanctions are fairly and fully implemented and shall serve as a primary contact on policy and procedural matters.

- C. A teacher, administrator, volunteer, contractor, and other school employees shall be particularly alert to possible situations, circumstances, or events which might include hazing. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct which may constitute hazing shall make reasonable efforts to address and resolve the hazing and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute hazing or who fail to make reasonable

efforts to address and resolve the hazing in a timely manner may be subject to disciplinary action.

- D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- E. Reports of hazing are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of hazing and the record of any resulting investigation.
- F. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. Within three (3) days of the receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the hazing, the complainant, the reporter, and students or others pending completion of an investigation of alleged hazing prohibited by this policy.
- C. The alleged perpetrator of the hazing shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines hazing has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe

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to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; and applicable school district policies and regulations.

- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets or victims of hazing and the parent(s) or guardian(s) of alleged perpetrators of hazing who have been involved in a reported and confirmed hazing incident of the remedial or disciplinary action taken, to the extent permitted by law.

- F. In order to prevent or to respond to hazing committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in hazing.

VI. RETALIATION OR REPRISAL

The school district will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the school district who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged hazing, who provides information about hazing, who testifies, assists, or participates in an investigation of alleged hazing, or who testifies, assists, or participates in a proceeding or hearing relating to such hazing. Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment. Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct. Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct.

VII. DISSEMINATION OF POLICY

[Note: Proper reference should be made to the appropriate handbooks in each school district.]

- A. This policy shall appear in each school's student handbook and in each school's building and staff handbooks.
- B. The school district will develop a method of discussing this policy with students and employees.

Legal References: Minn. Stat. § 121A.031 (School Student Bullying Policy)

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Minn. Stat. § 121A.0311 (Notice of the Rights and Responsibilities of Students and Parents Under the Safe and Supportive Minnesota Schools Act)

Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)

Minn. Stat. § 121A.69 (Hazing Policy)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)

MSBA/MASA Model Policy 413 (Harassment and Violence)

MSBA/MASA Model Policy 506 (Student Discipline)

MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)

MSBA/MASA Model Policy 525 (Violence Prevention [Applicable to Students and Staff])

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St. Anthony  New Brighton
INDEPENDENT SCHOOL DISTRICT 282

School District Policy

Adopted July 17, 2012

531 THE PLEDGE OF ALLEGIANCE

I. PURPOSE

The school board recognizes the need to display an appropriate United States flag and to provide instruction to students in the proper etiquette, display, and respect of the flag. The purpose of this policy is to provide for recitation of the Pledge of Allegiance and instruction in school to help further that end.

II. GENERAL STATEMENT OF POLICY

Students in this school district shall recite the Pledge of Allegiance to the flag of the United States of America one or more times each week. The recitation shall be conducted:

- A. By each individual classroom teacher or the teacher's surrogate; or
- B. Over a school intercom system by a person designated by the school principal or other person having administrative control over the school.

III. EXCEPTIONS

Anyone who does not wish to participate in reciting the Pledge of Allegiance for any personal reasons may elect not to do so. Students and school personnel must respect another person's right to make that choice.

IV. INSTRUCTION

Students will be instructed in the proper etiquette toward, correct display of, and respect for the flag, and in patriotic exercises.

Legal References: Minn. Stat. § 121A.11, Subd. 3 (Pledge of Allegiance)
Minn. Stat. § 121A.11, Subd. 4 (Instruction)

Cross References:

Adopted: _____

MSBA/MASA Model Policy 534

Orig. 2017

Revised: _____

Rev. 2022

534 SCHOOL MEALS POLICY

[Note: In 2021, the Minnesota legislature amended Minnesota Statutes section 124D.111, that now states that Minnesota school districts that participate in the national school lunch program must adopt a school meals policy].

[Note: This MSBA/MASA model policy is drafted to be consistent for all grade levels. However, local school districts may vary the meal charge policy for elementary, middle, and high schools.]

[Note: School districts must follow appropriate debt collection practices when attempting to recover unpaid meal charges.]

I. PURPOSE

The purpose of this policy is to ensure that students receive healthy and nutritious meals through the school district's nutrition program and that school district employees, families, and students have a shared understanding of expectations regarding meal charges. The policy of the school district is to provide meals to students in a respectful manner and to maintain the dignity of students by prohibiting lunch shaming or otherwise ostracizing the student. The policy seeks to allow students to receive the nutrition they need to stay focused during the school day and minimize identification of students with insufficient funds to pay for school meals as well as to maintain the financial integrity of the school nutrition program.

II. PAYMENT OF MEALS

[Note: Payment systems and procedures will likely vary from school district to school district. The school district should select one of the following options and delete the remaining options.]

A. [OPTION 1: All meal purchases are to be prepaid before meal service begins. [Insert description for how families may add money to students' accounts (e.g., electronic payment options, pay at the school office, etc.).] A student who does not have sufficient funds will not be allowed to charge meals or a la carte items until additional money is deposited in the student's account.]

[OPTION 2: Students have use of a meal account. When the balance reaches zero, a student may charge no more than \$[insert amount] or [insert number of meals] to this account]. When an account reaches this limit, a student shall not be allowed to charge further meals or a la carte items until the negative account balance is paid. [Insert description for how families may add money to students' accounts (e.g., electronic payment options, pay at the school office, etc.).]

[OPTION 3: Insert a school district-specific process for payment of meals.]

B. If the school district receives school lunch aid under Minnesota Statutes section 124D.111, it must make lunch available without charge to all participating students who qualify for free or reduced-price meals regardless of account balance.

C. A student with an outstanding meal charge debt will be allowed to purchase a meal if the student pays for the meal when it is received.

D. A student who has been determined to be eligible for free and reduced-price lunch always must be served a reimbursable meal even if the student has an outstanding debt.

- E. Once a meal has been placed on a student's tray or otherwise served to a student, the meal may not be subsequently withdrawn from the student by the cashier or other school official, whether or not the student has an outstanding meals balance.
- F. When a student has a negative account balance, the student will not be allowed to charge a snack item.
- G. If a parent or guardian chooses to send in one payment that is to be divided between sibling accounts, the parent or guardian must specify how the funds are to be distributed to the students' accounts. Funds may not be transferred between sibling accounts unless written permission is received from the parent or guardian.

III. **LOW OR NEGATIVE ACCOUNT BALANCES – NOTIFICATION**

- A. The school district will make reasonable efforts to notify families when meal account balances are low or fall below zero.
- B. Families will be notified of an outstanding negative balance once the negative balance reaches *[\$insert amount]* or *[insert number of meals]*. Families will be notified by *[insert the method used to notify families (e.g., automated calling system, email, letters sent home)]*.
- C. Reminders for payment of outstanding student meal balances will not demean or stigmatize any student participating in the school lunch program, including, but not limited to, dumping meals, withdrawing a meal that has been served, announcing or listing students' names publicly, or affixing stickers, stamps, or pins.

IV. **UNPAID MEAL CHARGES**

- A. The school district will make reasonable efforts to communicate with families to resolve the matter of unpaid charges. Where appropriate, families may be encouraged to apply for free and reduced-price meals for their children.
- B. The school district will make reasonable efforts to collect unpaid meal charges classified as delinquent debt. Unpaid meal charges are designated as delinquent debt when payment is overdue, the debt is considered collectable, and efforts are being made to collect it.
- C. Negative balances of more than *[\$insert amount]*, not paid prior to *[enter time period (e.g., end of the month, end of the semester, end of the school year)]*, will be turned over to the superintendent or superintendent's designee for collection. In some instances, the school district does use a collection agency to collect unpaid school meal debts after reasonable efforts first have been made by the school district to collect the debt. Collection options may include, but are not limited to, use of collection agencies, claims in the conciliation court, or any other legal method permitted by law.
- D. The school district may not enlist the assistance of non-school district employees, such as volunteers, to engage in debt collection efforts.
- E. The school district will not impose any other restriction prohibited under Minnesota Statutes section 123B.37 due to unpaid student meal balances. The school district will not limit a student's participation in any school activities, graduation ceremonies, field trips, athletics, activity clubs, or other extracurricular activities or access to materials, technology, or other items provided to students due to an unpaid student meal balance.

V. **COMMUNICATION OF POLICY**

- A. This policy and any pertinent supporting information shall be provided in writing (i.e., mail, email, back-to-school packet, student handbook, etc.) to:
 - 1. all households at or before the start of each school year;
 - 2. students and families who transfer into the school district, at the time of enrollment; and
 - 3. all school district personnel who are responsible for enforcing this policy.
- B. The school district will post this policy on the school district's website, or the website of the organization where the meal is served, in addition to providing the required written notification described above.
- C. If the school district contracts with a third party for its meal services, it will provide the vendor with its school meals policy. The school district will ensure that any third-party provider with whom the school district enters into either an original or modified contract after July 1, 2021, adheres to the school district's school meals policy.

Legal References: Minn. Stat. § 123B.37 (Prohibited Fees)

Minn. Stat. § 124D.111 (School Meals Policies; Lunch Aid; Food Service Accounting)

42 U.S.C. § 1751 *et seq.* (Healthy and Hunger-Free Kids Act)

7 C.F.R. § 210 *et seq.* (School Lunch Program Regulations)

7 C.F.R. § 220.8 (School Breakfast Program Regulations)

USDA Policy Memorandum SP 46-2016, Unpaid Meal Charges: Local Meal Charge Policies (2016)

USDA Policy Memorandum SP 47-2016, Unpaid Meal Charges: Clarification on Collection of Delinquent Meal Payments (2016)

USDA Policy Memorandum SP 23-2017, Unpaid Meal Charges: Guidance and Q&A

Cross References: None

Adopted: 2012

Revised: August 16, 2016

712 VIDEO SURVEILLANCE OTHER THAN ON BUSES

I. PURPOSE

Maintaining the health, welfare, and safety of students, staff, and visitors while on school district property and the protection of school district property are important functions of the school district. The behavior of individuals who come on to school property is a significant factor in maintaining order and discipline and protecting students, staff, visitors, and school district property. The school board recognizes the value of video/electronic surveillance systems in monitoring activity on school property in furtherance of protecting the health, welfare, and safety of students, staff, visitors, and school district property.

II. GENERAL STATEMENT OF POLICY

A. Placement

1. School district buildings and grounds may be equipped with video cameras.
2. Video surveillance may occur in any school district building or on any school district property.
3. Video surveillance will normally not be used in bathrooms or locker rooms, although these areas may be placed under surveillance by individuals of the same sex as the occupants of the bathrooms or locker rooms. Video surveillance in bathrooms or locker rooms will only be utilized in extreme situations, with extraordinary controls, and only as expressly approved by the superintendent.

B. Use of Video Recordings

1. Video recordings will be viewed by school district personnel on a random basis and/or when problems have been brought to the attention of the school district.
2. A video recording of the actions of students and/or employees may be used by the school district as evidence in any disciplinary action brought

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against any student or employee arising out of the student's or employee's conduct in school district buildings or on school grounds.

3. A video recording will be released only in conformance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and the rules and/or regulations promulgated thereunder.

C. Security and Maintenance

1. The school district shall establish appropriate security safeguards to ensure that video recordings are maintained and stored in conformance with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g, and the rules and/or regulations promulgated thereunder.
2. The school district shall ensure that video recordings are retained in accordance with the school district's records retention schedule.

Legal References: Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 121A.585 (Notice of Recording Device)
Minn. Stat. § 138.17 (Government Records; Administration)
Minn. Stat. § 609.746 (Interference with Privacy)
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data)
MSBA/MASA Model Policy 502 (Search of Student Lockers, Desks, Personal Possessions, and Student's Person)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 711 (Video Recording on School Buses)
MSBA Service Manual, Chapter 2, Transportation


St. Anthony New Brighton
INDEPENDENT SCHOOL DISTRICT 282
School District Policy

Adopted: November 14, 1973

Revised: February 1, 2011

902 USE OF SCHOOL DISTRICT FACILITIES AND EQUIPMENT

I. PURPOSE

The purpose of this policy is to provide guidelines for community use of school facilities and equipment.

II. GENERAL STATEMENT OF POLICY

The St. Anthony-New Brighton School Board encourages maximum use of school facilities and equipment for community purposes if, in its judgment, that use will not interfere with use for school purposes.

III. SCHEDULED COMMUNITY EDUCATION CLASSES AND ACTIVITIES

- A. Community Services and/or the school district administration shall be charged with the process of scheduling rooms and special areas for community education classes and activities planned to be offered during each session.
- B. Procedures for providing publicity, registration and collection of fees shall be the responsibility of Community Services and/or the school district administration.
- C. Registration fees may be structured to include a pro-rata portion of costs for custodial services that may be needed.

IV. GENERAL COMMUNITY USE OF SCHOOL FACILITIES

- A. The school board may authorize the use of school facilities by community groups or individuals. It may impose reasonable regulations and conditions upon the use of school facilities as it deems appropriate.
- B. Requests for use of school facilities by community groups or individuals shall be made through Community Services and/or the school district administrative office. Community Services and/or the administration will present recommended procedures for the processing and review of requests to the school board. Upon approval by the school board, such procedures shall be an addendum to this policy.

- C. The school board may require a rental fee for the use of school facilities. Such fee may include the cost of custodial and supervisory service if deemed necessary. It may also require a deposit or surety bond for the proper use and repair of damage to school facilities. A rental fee schedule, deposit or surety bond schedule and payment procedure shall be presented for review and approval by the school board.
- D. When emergencies or unusual circumstances arise that necessitate rescheduling the use of school facilities, every effort will be made to find acceptable alternative meeting space.

V. USE OF SCHOOL EQUIPMENT

Community Services and/or the administration will present a procedure to the school board for review and approval regarding the type of equipment that is available for community use, the extent to which it may be utilized and the manner by which it may be scheduled for use and any charges to be made relating thereto. Upon approval of the school board, such procedure shall be an addendum to this policy.

VI. RULES FOR USE OF FACILITIES AND EQUIPMENT

The school board expects members of the community who use facilities and equipment to do so with respect for school district property and an understanding of proper use. Individuals and groups shall be responsible for damage to facilities and equipment.

Legal References: Minn. Stat. § 123B.51 (Schoolhouses and Sites; Access for Noncurricular Purposes)

Cross References: MSBA/MASA Model Policy 801 (Equal Access to School Facilities)
MSBA/MASA Model Policy 901 (Community Education)

School District Policy

Orig. 1995, Rev. 2017, 2018
Adopted June 5, 2018

903 VISITORS TO SCHOOL DISTRICT BUILDINGS AND SITES

I. PURPOSE

The purpose of this policy is to inform the school community and the general public of the position of the school board on visitors to school buildings and other school property.

II. GENERAL STATEMENT OF POLICY

- A. The school board encourages interest on the part of parents and community members in school programs and student activities. The school board welcomes visits to school buildings and school property by parents and community members provided the visits are consistent with the health, education and safety of students and employees and are conducted within the procedures and requirements established by the school district.
- B. The school board reaffirms its position on the importance of maintaining a school environment that is safe for students and employees and free of activity that may be disruptive to the student learning process or employee working environment.

III. POST-SECONDARY ENROLLMENT OPTIONS STUDENTS

- A. A student enrolled in a post-secondary enrollment options course may remain at the school site during regular school hours in accordance with established procedures.
- B. A student enrolled in a post-secondary enrollment options course may be provided with reasonable access, during regular school hours, to a computer and other technology resources that the student needs to complete coursework for a post-secondary enrollment course in accordance with established procedures.

IV. RESPONSIBILITY

A. The school district administration shall present recommended visitor and post secondary enrollment options student procedures and requirements to the school board for review and approval. The procedures should reflect input from employees, students and advisory groups, and shall be communicated to the school community and the general public. Upon approval by the school board,

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such procedures and requirements shall be an addendum to this policy.

- B. The superintendent shall be responsible for providing coordination that may be needed throughout the process and providing for periodic school board review and approval of the procedures.

V. VISITOR LIMITATIONS

- A. An individual, post-secondary enrollment options student, or group may be denied permission to visit a school or school property or such permission may be revoked if the visitor(s) does not comply with the school district procedures and regulations or if the visit is not in the best interest of students, employees or the school district.
- B. Visitors, including post-secondary enrollment options students with valid parking passes, are authorized to park vehicles on school property at times and in locations specified in the approved visitor procedures and requirements which are an addendum to this policy or as otherwise specifically authorized by school officials. When unauthorized vehicles of visitors are parked on school property, school officials may:
1. move the vehicle or require the driver or other person in charge of the vehicle to move it off school district property; or
 2. if unattended, provide for the removal of the vehicle, at the expense of the owner or operator, to the nearest convenient garage or other place of safety off of school property.
- C. An individual, post-secondary enrollment options student, or group who enters school property without complying with the procedures and requirements may be guilty of criminal trespass and thus subject to criminal penalty. Such persons may be detained by the school principal or a person designated by the school principal in a reasonable manner for a reasonable period of time pending the arrival of a police officer.

Legal References: Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 124D.09 (Post-Secondary Enrollment Options Program)
Minn. Stat. § 128C.08 (Assaulting a Sports Official Prohibited)
Minn. Stat. § 609.605, Subd. 4 (Trespasses on School Property)

Cross References: