

SUPERINTENDENT'S REPORT AND AGENDA

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

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

If you require a reasonable accommodation in order to attend the board meeting or view the livestream, please contact Board Secretary Cassandra Quam at cassandra.quam@rpsmn.org or 612-798-6012 at least 24 hours before the meeting.

Monday, March 6, 2023 7 p.m. School Board Meeting

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

- A. Superintendent Update

- 1. American Indian Education Presentation
 - 2. Vision Cards Mid-Year Update
 - 3. Superintendent Goals Update

- B. Commendations

- IV. CONSENT AGENDA

- A. Routine Matters

- 1. Minutes of the regular meeting held February 6, 2023
 - 2. General Disbursements as of 2/14/23 in the amount of \$431,802.86
 - 3. General Disbursements as of 2/21/23 in the amount of \$921,099.73
 - 4. Year-to-Date Finance Update
 - 5. Investment Holdings

- B. Personnel Items from 2-21-23

- C. Personnel Items

- V. OLD BUSINESS

- A. Policy 111: Weapons on School Premises

- B. Policy 743: Pay-to-Ride Service & Administrative Guideline 743.1

- C. Policy 110: Chemical Use/Abuse

VI. NEW BUSINESS

- A. Policy 208: Open Meetings and Closed Meetings
- B. Policy 216: Public Comment & Administrative Guidelines 216.1, 216.2 & 216.3
- C. District Calendar for School Year 2023-2024
- D. Richfield High School Turf Replacement Contract
- E. Resolution Discontinuing Positions for 2023-2024
- F. STEM Partial Roof Replacement
- G. Donations

VII. ADVANCE PLANNING

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

3-20-2023	7 p.m.	Regular Board Meeting – Public Comment
4-3-2023	7 p.m.	Regular Board Meeting

- D. Suggested/Future Agenda Items

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

IX. REOPEN MEETING

X. ADJOURN REGULAR MEETING

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

Agenda Item II.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

Subject: Ongoing Data Reference List

Acronyms:

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

AC:	All Conference
ACHM:	All Conference Honorable Mention
ADA:	Americans with Disabilities Act
ADM:	Average Daily Membership
A.I.:	American Indian
AIPAC:	American Indian Parent Advisory Committee
AMSD:	Association of Metropolitan School Districts
AP:	Advanced Placement
APBP:	Association of Pedestrian and Bicycle Professionals
AP:	Assistant Principal
BGC:	Background Check
BGC:	Boys & Girls Club
BIPOC:	Black, Indigenous, and People of Color
BILT or ILT:	Building Instructional Leadership Team
BLT:	Beacons Leadership Team
BOLT:	Building Operational Leadership Team
C&A:	Connect & Assess
CAV-X:	Connected and Automated Vehicles Office (MnDOT)
CCR:	Career & College Readiness
CDC:	Centers for Disease Control
CIS:	College in the Schools
CLSD:	Comprehensive Literacy State Development
DA:	Dream Act
D.O.:	District Office
ECSE:	Early Childhood Special Education
ESY:	Extended School Year
EL or ELL:	English Learner or English Language Learner
FAFSA:	Free Application for Federal Student Aid

FFVP:	Fresh Fruit and Vegetable Program
F/R or FRP:	Free/Reduced or Free and Reduced Price (usually referring to eligible students)
FTE:	Full-Time Equivalent
FY:	Fiscal Year
GASB:	Governmental Accounting Standards Board
GLOW:	Gay, Lesbian Or Whatever (LGBTQ+/allies student group)
GPA:	Grade Point Average
HHM:	Homeless/Highly Mobile
HR:	Human Resources
IEP:	Individualized Education Plan
LETRS:	Language Essentials for Teachers of Reading and Spelling
LGBTQ+ or LGBTQIA+:	Lesbian, Gay, Bisexual, Transgender, Queer, and others or Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual, and others
LOR:	Local Optional Revenue
LTFM:	Long-Term Facilities Maintenance
MASA:	Minnesota Association of School Administrators
MCA:	Minnesota Comprehensive Assessments
MDE:	Minnesota Department of Education
MDH:	Minnesota Department of Health
MIEA:	Minnesota Indian Education Association
MLL:	Multilingual Learning
MnDOT:	Minnesota Department of Transportation
MSBA:	Minnesota School Boards' Association
MSHSL:	Minnesota State High School League
MTSS:	Multi-Tiered Systems of Support
MVP:	Most Valuable Player
NSBA:	National School Boards' Association
NSPRA:	National School Public Relations Association
NWEA-MAP	Northwest Evaluation Association-Measures of Academic Progress
OPEB:	Other Post-Employment Benefits
OSHA:	Occupational Safety and Health Administration
OW:	Outreach Worker
PAG:	Parent Advisory Group
PD:	Professional Development
PLC:	Professional Learning Community
PRESS:	Path to Reading Excellence in School Sites
PTO or PTSO:	Parent-Teacher Organization or Parent-Teacher-Student Organization
POS:	Point of Sale
Q Comp:	Alternative Teacher Professional Pay System
RCEP:	Richfield College Experience Program
RDLS:	Richfield Dual Language School
RFP:	Request for Proposal
RHRC:	Richfield Health Resource Center

RHS:	Richfield High School
RMS:	Richfield Middle School
RPS:	Richfield Public Schools
SBG:	Standards-Based Grading
SEC:	South Education Center
SEIU:	Service Employees International Union
SEL:	Social-Emotional Learning
SPED:	Special Education
SRTS:	Safe Routes to School
STAT:	Student and Teacher Assistance Team
STEM:	Science, Technology, Engineering, and Math
SWBE:	School Wide Behavior Expectations
SY:	School year
T&L:	Teaching & Learning
TMC:	Tri-Metro Conference
TS GOLD:	Teaching Strategies GOLD® Assessment
VEBA:	Voluntary Employees' Beneficiary Association
VPK:	Voluntary PreKindergarten
WCPM:	Words Correct Per Minute
WIN:	What I Need
YTD:	Year-to-Date

RPS Student Demographic Data 2022-2023:

4,148 Students District-wide

- 3,978 Traditional Count
 - 1,712 Elementary (K-5) Average Class Size = 21.61
 - 807 Middle (6-8) Average Class Size = 21.63
 - 1,322 High (9-12) Average Class Size = 28.03
 - 112 ECSE
 - 25 Transition+
- 170 Voluntary Prekindergarten (VPK)

Student Diversity (based on MDE categories)

- BIPOC: 71%
 - American Indian or Alaska Native: 1.01%
 - Asian: 4.12%
 - Hispanic: 42.6%
 - Black or African American: 14.59%
 - Native Hawaiian or Other Pacific Islander: 0.05%
 - 2 or More Races: 8.63%
- White: 29%

English Learner

- ELL: 23.14%
- Non-ELL: 76.86%

Free/Reduced Eligible

- Eligible: 62.5%
- Not Eligible: 37.5%

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

Agenda Item III.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

Subject: Superintendent Update

American Indian Education Coordinator Sarah Jesperson will present. Superintendent Unowsky will provide an update on District strategic plan goals using vision cards and will also give an update on his goals for the year.

Attached:

American Indian Education Presentation
Vision Cards Mid-Year Update

- Presentation
- Academics Page 1: Progress Report
- Academics Page 2: Key Actions
- Academics Page 3: Rubric
- Business & Operations Page 1: Progress Report
- Business & Operations Page 2: Key Actions
- Business & Operations Page 3: Rubric
- Climate & Culture Page 1: Progress Report
- Climate & Culture Page 2: Key Actions
- Climate & Culture Page 3: Rubric
- Communication & Marketing Page 1: Progress Report
- Communication & Marketing Page 2: Key Actions
- Communication & Marketing Page 3: Rubric

Superintendent Goals Update Presentation

Enriching and accelerating learning



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RPS American Indian Education Update

March 6, 2023

Presentation by: Sarah Jesperson,
American Indian Education Coordinator

Enriqueciendo y acelerando el aprendizaje

American Indian Parent Advisory Committee

Role of the AIPAC

The parent committee is composed of parents/guardians of American Indian/Alaskan Native students attending Richfield Public Schools. This group of parents meets throughout the school year and serves in an advisory role for the American Indian Education program as well as helping plan and hold family events.

Parent Advisory Committee Members

- Chair: Lisa Turgeon (Son attends RHS)
- Vice/Co-Chair: Andrew Holmes (Daughter attends Sheridan Hills)
- Member: Andrea Koskie (Son attends RHS)

Native student count

Identified student total (state count):

- SY18-19, 127 students
- SY 19-20, 132 students
- SY 20-21, 137 students
- SY 21-22, 134 students
- SY 22-23, 137 students

Documented Tribal membership 506 form
(qualification for federal funding Title VI):

- SY18-19, 42 forms
- SY 19-20, 42 forms
- SY 20-21, 42 forms
- SY 21-22, 42 forms
- SY 22-23, TBD

Student totals per site:

RHS: 42

RCEP: 3

RMS: 26

Centennial: 11

RSTEM: 29

Sheridan Hills: 15

RDLS: 10

Central Education Center: 1

Funding sources

- State Funding- MDE American Indian Education
 - 22/23 school year: \$64,392
- Federal Funding-Title VI Federal Office of Indian Education
 - Eligibility determined by completed 506 forms.
 - 17/18 school year: 30 forms= \$7500
 - 18/19 school year: 42 forms= \$10000
 - 19/20 school year: 42 forms= \$10000
 - 20/21 school year: 42 forms= \$10000
 - 21/22 school year: 42 forms= \$10000
 - 22/23 school year: TBD

MDE Indian Education Program Plan Goals 2022-2023:

Student Academic Goals

1. 100% of American Indian High School students will graduate in 2023.
2. 50% of American Indian High School students will take one or more AP/CIS or honors class.
3. 50% of American Indian High School students in grade 11 will take the ACT college exam.
4. 25% of American Indian Kindergarten students will reach grade level proficiently on the MAP reading assessment in spring 2022.
5. 28% of American Indian 3rd grade students will reach grade level proficiently on the spring MCA reading assessment.
6. 44% of American Indian 8th grade students will reach grade level proficiently on the spring MCA reading assessment.

Program Goals

1. A.I. Education Coordinator will collaborate with elementary and secondary directors to make sure curriculum provided to all sites is meeting the needs, interests, and cultural heritage of American Indian pupils.
2. A.I. Education Coordinator will present to at least 10 classrooms throughout the year on topics pertaining to Native peoples, including culture and history.
3. A.I. Education Coordinator will attend relevant professional development opportunities and encourage relevant district level staff to attend professional development opportunities pertaining to American Indian Education (example: MIEA).
4. A.I students will see themselves represented in school curriculum, media, and family cultural events offered by RPS American Indian Education in order to positively reinforce the self-image of A.I. students.
5. 50% of A.I students will attend at least 1 RPS American Indian Education cultural family event.
6. A.I students will receive the same opportunities and experiences that are offered to all RPS students by removing any cost related barriers that may prevent families from otherwise participating. This includes pay to ride bussing, school supplies, and school field trips.

Parent Committee Vote of Concurrence

“Prior to March 1 of each year, the AIPAC must meet to discuss whether or not they concur with the educational offerings that have been extended by the district to American Indian students. If the AIPAC finds that the district and/or school board have been meeting the needs of American Indian students, they issue a vote and resolution of concurrence. If they find that the district and/or school board have not been meeting the needs of American Indian students, they issue a vote and resolution of nonconcurrence” -<https://education.mn.gov/MDE/dse/indian/parent/>

The Richfield AIPAC issued a vote of concurrence on 1/23/23.

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Vision Cards

Mid-Year Update

March 6, 2023

Enriqueciendo y acelerando el aprendizaje

What is a Vision Card?



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- **A way of reporting progress** on our strategic plan strategies, goals, actions and activities
- **A public accountability system**
- **A way to remain focused** on our top priorities

What Vision Cards are there?



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There is one card for each strategic plan strategy:

Vision Card 1 - Academics: Students will receive a challenging, engaging and relevant academic experience in RPS which will prepare them for college, career and life.

Vision Card 2 - Activities: Students will develop life skills, friendships and a sense of belonging through active participation in a variety of extracurricular activities at all grade levels. Activities will be inclusive, providing access, opportunity and a welcoming environment for all students.

Vision Card 3 – Business & Operations: Every person in every role and department will work together seamlessly to further our mission and vision.

Vision Card 4 – Climate & Culture: All students, families, staff and community members will share a sense of ownership, pride and belonging to RPS, where they will be part of a warm, welcoming and respectful environment that celebrates each and every individual.

Vision Card 5 – Communication & Marketing: Our families, staff and community will view RPS as a trusted first source of school-related information and feel well informed through consistent, high-quality digital and print communications.

The Parts of a Vision Card

Each vision card has three pages:

- Page 1: An overview of our current status with each measurement (**progress report**)
- Page 2: A list of **key actions** that have been implemented to work toward attaining the goals
- Page 3: The **rubric** for assessing progress on each measure

The vision cards in their entirety are included in the board packet.

Understanding the Progress Report

- Each progress report will list all the measurements we use to report on each goal, but the measurements that have new, updated data to show progress toward that specific goal will be noted in **red**.
- Some measures are reported on in the **mid-year update** and some at the end of the school year.
- The baseline is represented by the level 0 in the middle of the progress bar shown below. To show the current progress level, the Richfield logo slides along the progress bar to show forward or backward movement toward the goal.
- Only the new, updated data for the measures noted in **red** is used to determine progress toward each goal. Measures that are not currently being reported on will be left showing the progress level from the most recent previous vision card progress report.



Rating Scale
Level -2: Intervention
Level -1: High Concern
Level 0: Baseline
Level 1: Progressing
Level 2: Vision

Vision Card Page 1: Progress Report Academics



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1. We will address the educational debt owed to marginalized communities to ensure equitable outcomes for all students.

-2



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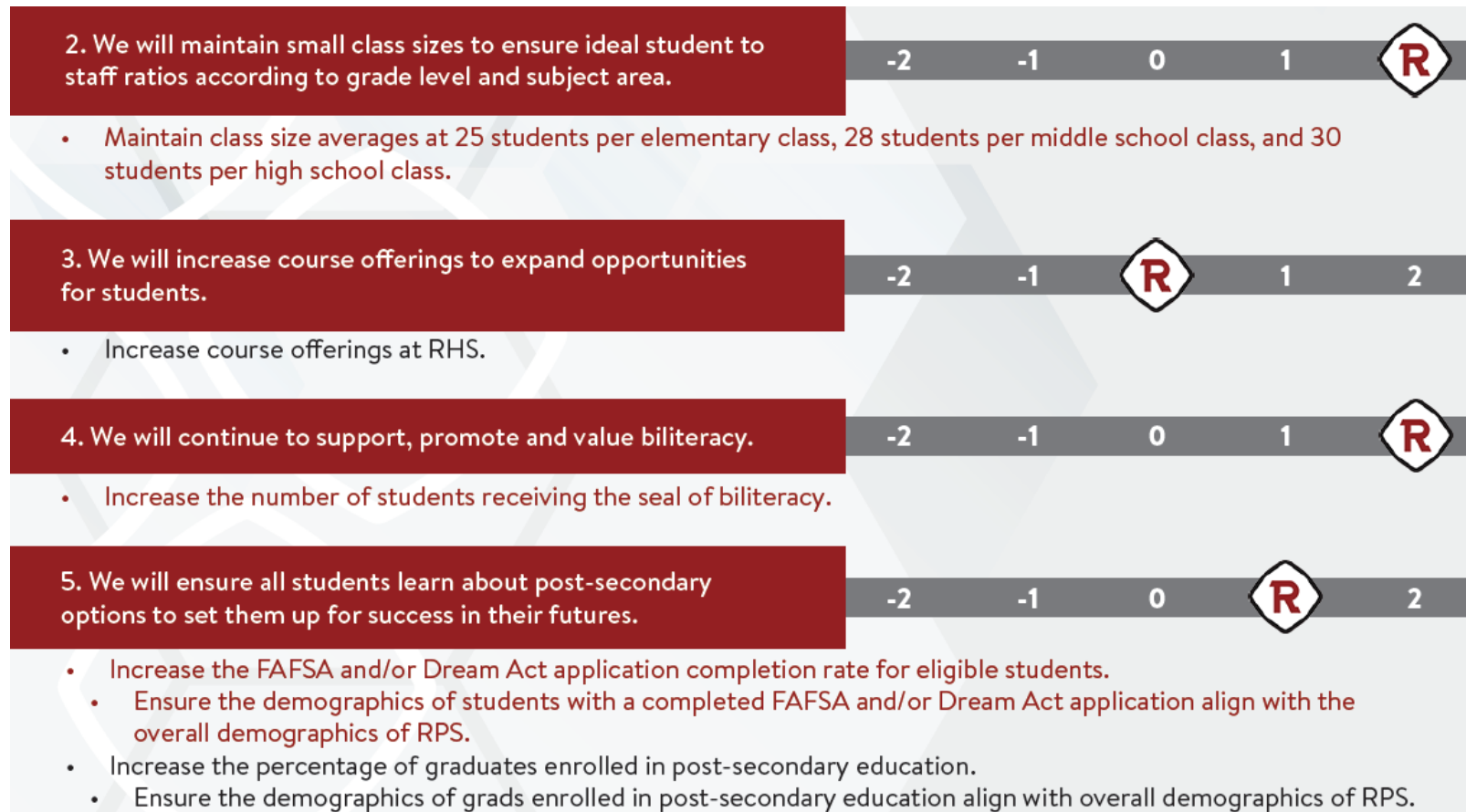
2

- Increase our districtwide four-year graduation rate.
- Ensure the demographics of students graduating in four years align with the overall demographics of RPS.
- Increase the districtwide seven-year graduation rate.
- Ensure the demographics of students graduating in seven years align with the overall demographics of RPS.
- **Increase enrollment in college credit-bearing courses.**
- **Ensure the demographics of students enrolled in college credit-bearing courses align with the overall demographics of RPS.**
- Increase the number of students scoring proficient on the third grade MCA reading test.
- Ensure the demographics of students scoring proficient on the third grade MCA reading test align with the overall demographics of RPS.
- **Increase the number of students scoring proficient on the fifth grade Teacher's College Benchmark Reading Assessment.**
- **Ensure the demographics of students scoring proficient on the fifth grade Teacher's College Benchmark Reading Assessment align with the overall demographics of RPS.**
- Increase the number of students scoring proficient on the eighth grade MCA math test.
- Ensure the demographics of students scoring proficient on the eighth grade MCA math test align with the overall demographics of RPS.
- **Develop a standard practice for a summative assessment at eighth grade level.**
- Ensure the demographics of students scoring proficient on the eighth grade summative assessment align with the overall demographics of RPS.
- Improve pre-referral intervention systems to prevent unnecessary special education referrals.
- Ensure the demographics of students referred to special education align with the overall demographics of RPS.

New, updated data for the measures noted in **red** has been used to determine progress toward the overall goal. Academics Goal #1 is at progress level -1.

Vision Card Page 1: Progress Report

Academics, continued.



New, updated data for the measures noted in red has been used to determine progress toward the overall goals. Academics Goals #2 and #4 are both at progress level 2, and Goal #5 is at progress level 1.

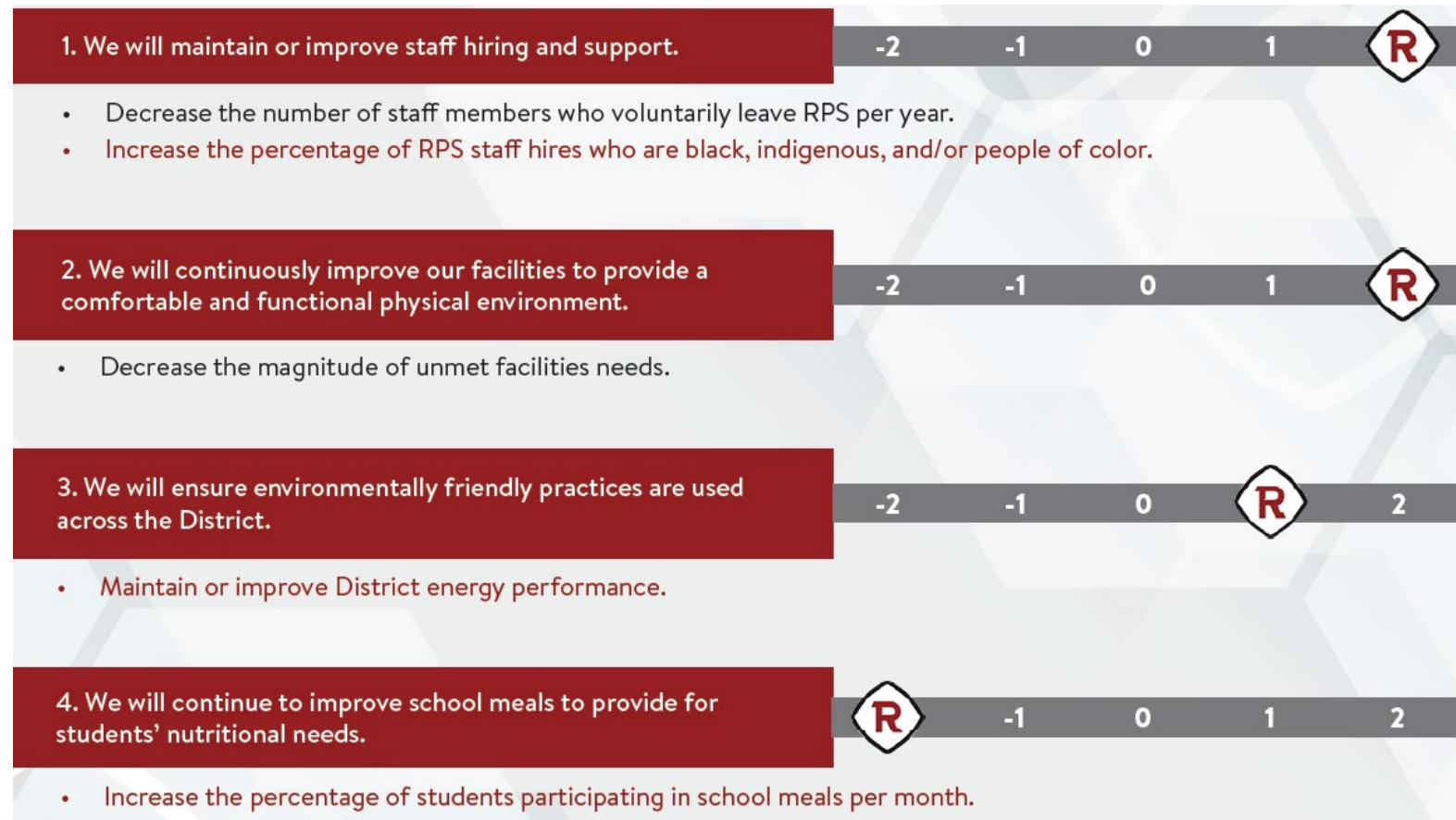
Academics: Details of Progress



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- **Goal #1, Enrollment in College-Credit Bearing Courses** (Rubric Measure #5 & #6): Between baseline Semester 2 of 20-21 and Semester 1 of 22-23, we **increased** in the number of students enrolled in college-credit bearing courses from **702 to 795**. However, the gap for BIPOC students **increased slightly from 5% to 7%**. This still reflects an overall increase in course enrollments by 30 for white students and 63 for BIPOC students from the baseline semester.
- **Goal #1, Proficiency on 5th Grade Teacher's College Benchmark Reading Assessment** (Rubric Measure #9 & #10): Between baseline Trimester 3 of 20-21 and Semester 1 of 22-23, the percentage of 5th graders scoring proficient on the Teacher's College Benchmark Reading Assessment **decreased from 47% to 45%**. The gap for BIPOC students also **increased from 6% to 10%**.
- **Goal #1, Reading Assessment at 8th Grade Level** (Rubric Measure #13 & #14): A local 8th grade reading assessment was administered in the spring of 2022, providing baseline data.
- **Goal #2, Maintenance of Class Size Averages** (Rubric Measure #17): Our class size averages are currently **below the goal level** with averages of **22** students at elementary, **22** students at middle, and **28** students at high.
- **Goal #4, Students Receiving the Seal of Biliteracy** (Rubric Measure #19): **59** students from the Class of 2022 received a seal of biliteracy, **an increase** from 35 students in the baseline Class of 2020.
- **Goal #5, Students Completing FAFSA and/or Dream Act** (Rubric Measure #20 & #21): **54.1%** of eligible seniors in the Class of 2022 completed the FAFSA and/or Dream Act application, similar to 53.9% of the baseline Class of 2021. Additionally, the gap for BIPOC students **decreased from 7% to 3%**.
- Progress for the other measures will be included in the end-of-year update.

Vision Card Page 1: Progress Report Business & Operations



New, updated data for the measures noted in red has been used to determine progress toward the overall goals. Business & Operations Goal #1 is at progress level 2, Goal #3 is at progress level 1 and Goal #4 is at progress level -2.

Vision Card Page 1: Progress Report Business & Operations, continued.

5. We will maintain financial accountability and transparency as part of our responsibility to the community of Richfield.

- Improve audit practices to eliminate negative findings.

-2

-1

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2

6. We will continue to invest in technology resources for students, staff, and families.

- Increase the financial investment allocated to technology in the hands of students and teachers.

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2

7. We will continue to improve transportation services to provide a welcoming atmosphere and access to opportunities.

- Increase the percentage of RPS students receiving District transportation and/or safe routes to schools support.

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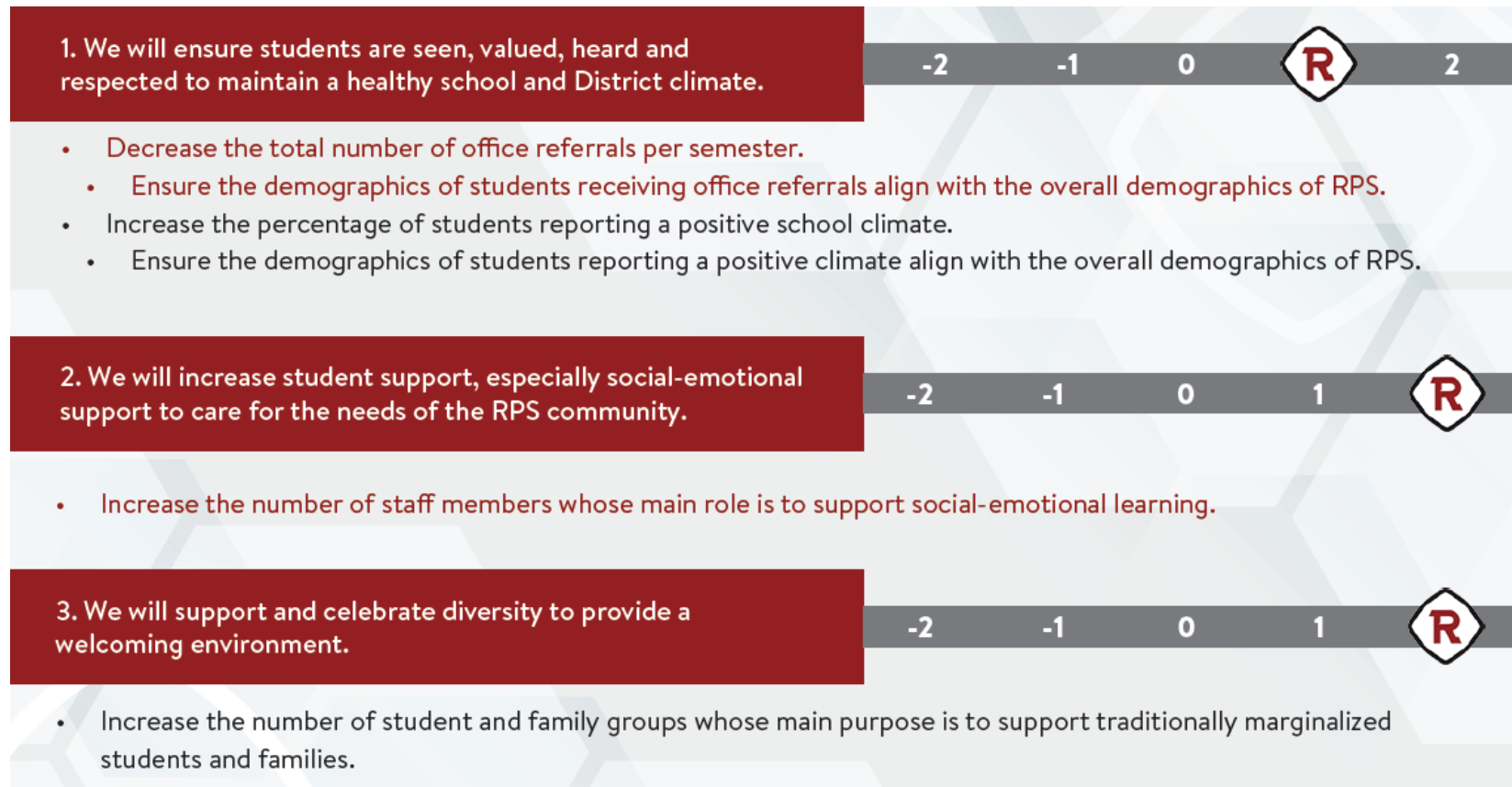


New, updated data for the measure noted in **red** has been used to determine progress toward the overall goal. Business & Operations Goal #5 is at progress level 1.

Business & Operations: Details of Progress

- **Goal #1, BIPOC New Staff Hires** (Rubric Measure #2): For the 22-23 year, the percentage of new hires who are BIPOC is **13% greater** than the overall percentage of BIPOC staff members employed at RPS. This is even **higher** than our goal of 5% each year.
- **Goal #3, District Energy Performance** (Rubric Measure #4): For the 2022 calendar year, RPS received a B3 Benchmark score of **3.8 stars**, an **increase** from the baseline of 3.2 stars in 2021.
- **Goal #4, Students Participating in School Meals** (Rubric Measure #5): In comparing November 2022 to the baseline of November 2019, the percentage of students participating in school breakfast **decreased from 49% to 42%**, and the percentage of students participating in school lunch **decreased from 65% to 59%**.
- **Goal #5, Audit Practices** (Rubric Measure #6): Our 2022 audit showed only **one minor finding**, which is an improvement from the baseline of two minor findings.
- Baseline data was updated within Goal #3 (Rubric Measure #4) and Goal #4 (Rubric Measure #5) to correct previous errors.
- Progress for the other measures will be included in the end-of-year update.

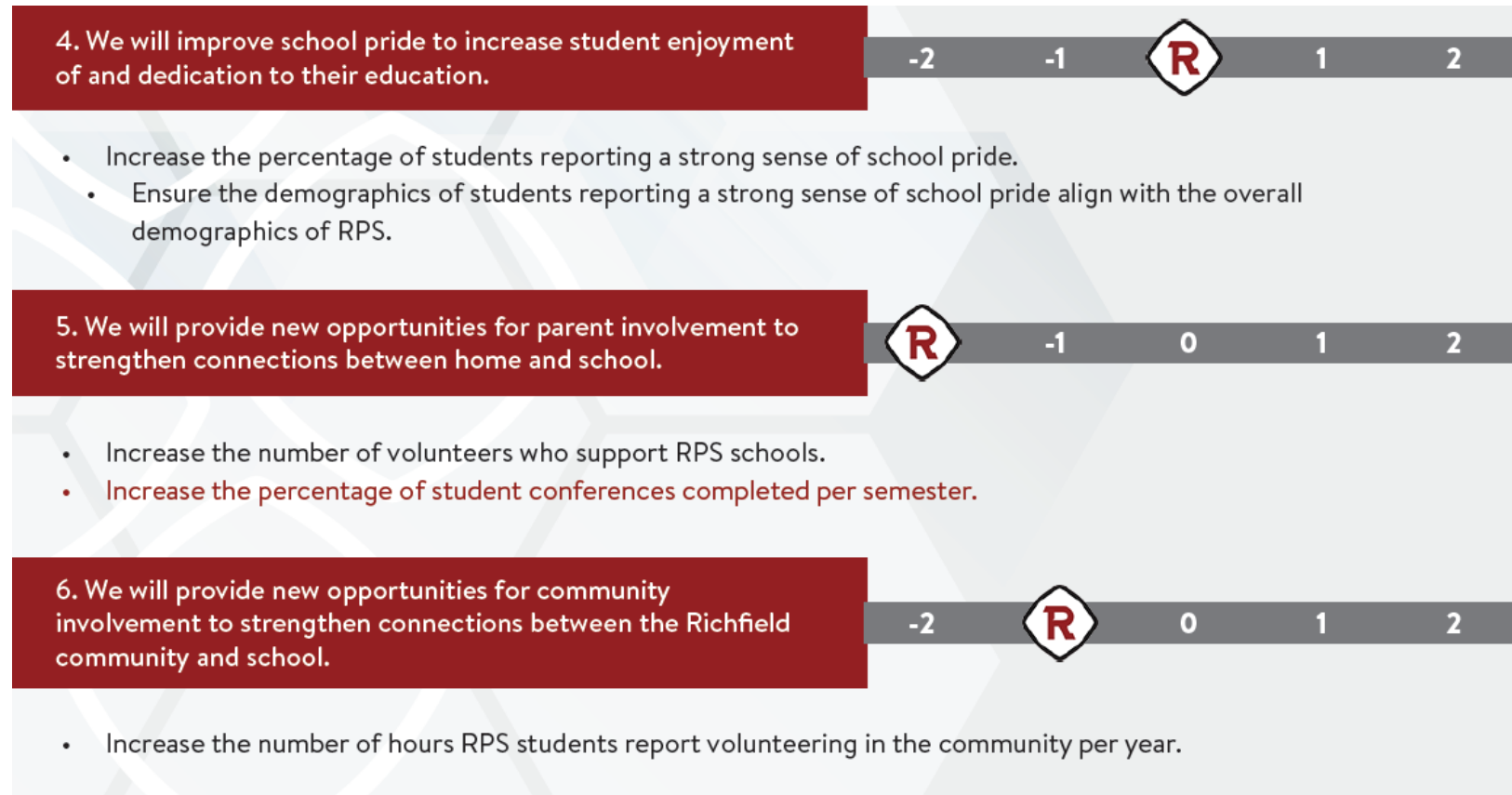
Vision Card Page 1: Progress Report Climate & Culture



New, updated data for the measures noted in red has been used to determine progress toward the overall goal. Climate & Culture Goal #1 is at progress level 1, and Goal #2 is at progress level 2.

Vision Card Page 1: Progress Report

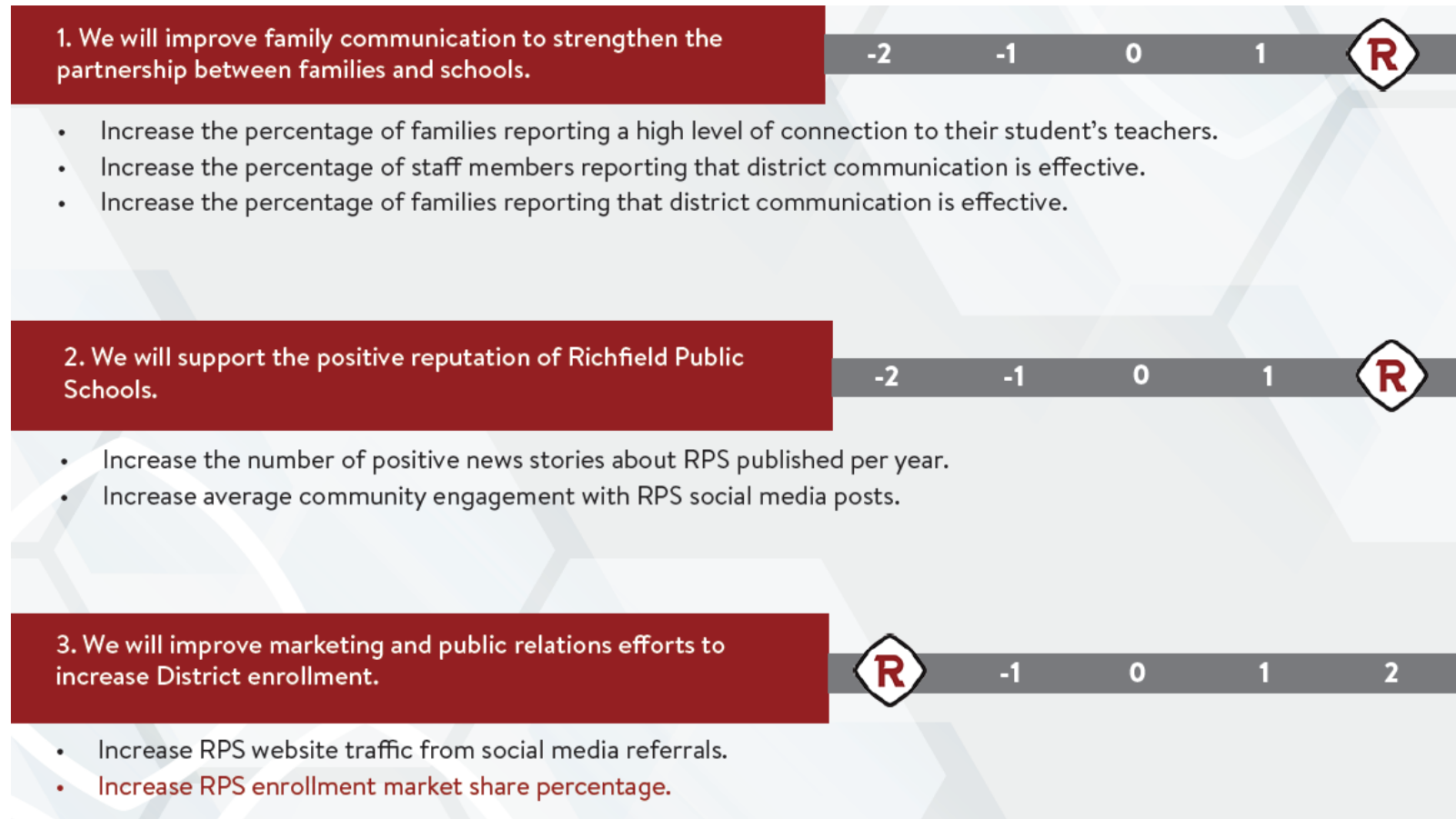
Climate & Culture, continued.



New, updated data for the measures noted in **red** has been used to determine progress toward the overall goal. Climate & Culture Goal #5 is at progress level -2.

- **Goal #1, Office Referrals** (Rubric Measure #1 & #2): Between Semester 1 of 19-20 and Semester 1 of 22-23, we **decreased** the number of documented office referrals from 729 to **581**. The gap for BIPOC students in 22-23 is **12%**, which is similar to the 11% gap from the baseline year. This still reflects an overall decrease in incidents by 26 for white students and 122 for BIPOC students from the baseline semester.
- **Goal #2, Staff Members Supporting Social-Emotional Learning** (Rubric Measure #5): Between the baseline year of 20-21 and 22-23 we **increased** the number of staff members whose main role is to support social-emotional learning from 38 to **39.5**. *There are also additional roles that were not counted due to unfilled positions.*
- **Goal #5, Percentage of Student Conferences Completed** (Rubric Measure #10): The percentage of elementary conferences completed held steady at the baseline level of 94%. However, the percentage of secondary conferences completed **decreased** from the baseline level of 63% in 20-21 to **43%** in Semester 1 of 22-23.
- Progress for the other measures will be included in the end-of-year update.

Vision Card Page 1: Progress Report Communication & Marketing



New, updated data for the measure noted in **red** has been used to determine progress toward the overall goal. Communication & Marketing Goal #3 is at progress level -2.

- **Goal #3, Enrollment Market Share** (Rubric Measure #7): The RPS enrollment market share **decreased** from 65% in the baseline year of 20-21 to **61%** in 22-23.
- Progress for the other measures will be included in the end-of-year update.

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Questions/Comments

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ACADEMICS

Vision

Students will receive a challenging, engaging and relevant academic experience in Richfield Public Schools which will prepare them for college, career and life.

Belief Statement

All students are capable of achieving their dreams with the right educational foundation.

2021-26 Goals Mid-Year 2023 Progress Report

Rating Scale
Level -2: Intervention
Level -1: High Concern
Level 0: Baseline
Level 1: Progressing
Level 2: Vision

1. We will address the educational debt owed to marginalized communities to ensure equitable outcomes for all students.

- Increase our districtwide four-year graduation rate.
- Ensure the demographics of students graduating in four years align with the overall demographics of RPS.
- Increase the districtwide seven-year graduation rate.
- Ensure the demographics of students graduating in seven years align with the overall demographics of RPS.
- Increase enrollment in college credit-bearing courses.
- Ensure the demographics of students enrolled in college credit-bearing courses align with the overall demographics of RPS.
- Increase the number of students scoring proficient on the third grade MCA reading test.
- Ensure the demographics of students scoring proficient on the third grade MCA reading test align with the overall demographics of RPS.
- Increase the number of students scoring proficient on the fifth grade Teacher's College Benchmark Reading Assessment.
- Ensure the demographics of students scoring proficient on the fifth grade Teacher's College Benchmark Reading Assessment align with the overall demographics of RPS.
- Increase the number of students scoring proficient on the eighth grade MCA math test.
- Ensure the demographics of students scoring proficient on the eighth grade MCA math test align with the overall demographics of RPS.
- Develop a standard practice for a summative assessment at eighth grade level.
- Ensure the demographics of students scoring proficient on the eighth grade summative assessment align with the overall demographics of RPS.
- Improve pre-referral intervention systems to prevent unnecessary special education referrals.
- Ensure the demographics of students referred to special education align with the overall demographics of RPS.

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2. We will maintain small class sizes to ensure ideal student to staff ratios according to grade level and subject area.

- Maintain class size averages at 25 students per elementary class, 28 students per middle school class, and 30 students per high school class.

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3. We will increase course offerings to expand opportunities for students.

- Increase course offerings at RHS.

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4. We will continue to support, promote and value biliteracy.

- Increase the number of students receiving the seal of biliteracy.

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5. We will ensure all students learn about post-secondary options to set them up for success in their futures.

- Increase the FAFSA and/or Dream Act application completion rate for eligible students.
- Ensure the demographics of students with a completed FAFSA and/or Dream Act application align with the overall demographics of RPS.
- Increase the percentage of graduates enrolled in post-secondary education.
- Ensure the demographics of grads enrolled in post-secondary education align with overall demographics of RPS.

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Inspiring and empowering each individual to learn, grow and excel.

Vision Card 1: Academics

Page 2: Key Actions



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Academic Goals:

- We will address the educational debt owed to marginalized communities to ensure equitable outcomes for all students.
- We will maintain small class sizes to ensure ideal student to staff ratios according to grade level and subject area.
- We will increase course offerings to expand opportunities for students.
- We will continue to support, promote and value biliteracy.
- We will ensure all students learn about post-secondary options to set them up for success in their futures.

Key Actions Occurring in the 2022-23 School-Year:

- Teachers and administrators are using the new data warehouse system (Hoonuit).
- All teachers are participating in ongoing PLCs and coaching cycles.
- Learning walks are occurring throughout the District to inform administration of additional classroom supports needed.
- Elementary digital gradebooks are operating out of the student information system (Synergy) for standards-based grading and reporting.
- Secondary staff are using common grading scales and getting trained in additional tools to determine student progress on priority standards.
- COVID-19 relief funds continue to be allocated to reduce class sizes.
- Participation in after school programming is increasing due to expanded offerings with community partnerships.
- Teachers are receiving training in Ellevation, a tool designed to improve instruction for multilingual learners.
- RPS is participating in the pilot program of Direct Admissions to Minnesota colleges and universities.

Item	Measure	Level -2	Level -1	Baseline	Level 1	Level 2
1	Increase our districtwide four-year graduation rate.	5% decrease	2.5% decrease	2020 RPS 4-Year Graduation Rate: 86.3%	2.5% increase	5% increase
2	Ensure the demographics of all students graduating in 4 years align with overall demographics of RPS. (The gap is the difference between the percentage of RPS 12th graders who are BIPOC and the percentage of students who graduated within 4 years who are BIPOC)	10% increase in gap	5% increase in gap	2020: NO GAP		Maintain no gap
3	Increase the districtwide 7-year graduation rate.	5% decrease	2.5% decrease	2020 RPS 7-Year Graduation Rate: 85.7%	2.5% increase	5% increase
4	Ensure the demographics of all students graduating in 7 years align with overall demographics of RPS. (The gap is the difference between the percentage of students in the class of three years prior who are BIPOC and the percentage of students who graduated within 7 years who are BIPOC)	5% increase in gap	2.5% increase in gap	Percentage of class of 2017 who are BIPOC: 69%; Percentage of class of 2017 graduating in 2020 or earlier who are BIPOC: 67%; Gap of 2%	1% decrease in gap	2% decrease in gap
5	Increase enrollment in college credit-bearing courses.	5% decrease	2.5% decrease	2020-2021 Semester 2: 702 students	2.5% increase	5% increase
6	Ensure the demographics of students enrolled in college credit-bearing courses align with overall demographics of RPS. (The gap is the difference between the percentage of RPS 9-12 graders who are BIPOC and the percentage of students enrolled in college credit classes who are BIPOC)	5% increase in gap	2.5% increase in gap	2020-2021 Semester 2: Percentage of RPS 9-12 graders who are BIPOC: 73%; Percentage of students enrolled in college credit courses who are BIPOC: 68%; Gap of 5%	2.5% decrease in gap	5% decrease in gap
7	Increase the number of students scoring proficient on the 3rd-grade MCA reading test.	5% decrease	2.5% decrease	2021: 33% of 3rd grade participants scored proficient.	2.5% increase	5% increase
8	Ensure the demographics of students scoring proficient on the 3rd grade reading MCA align with overall demographics of RPS. (The gap is the difference between the percentage of 3rd grade MCA participants who are BIPOC and the percentage of 3rd graders scoring proficient who are BIPOC)	10% increase in gap	5% increase in gap	2021: Percentage of 3rd grade participants who are BIPOC: 72%; Percentage of 3rd graders scoring proficient who are BIPOC: 52%; Gap of 20%	5% decrease in gap	10% decrease in gap
9	Increase the number of students scoring proficient on the 5th grade Teacher's College Benchmark Reading Assessment.	5% decrease	2.5% decrease	2020-2021 Trimester 3: 47% of 5th grade participants scored proficient.	2.5% increase	5% increase
10	Ensure the demographics of students scoring proficient on the 5th grade Teacher's College Benchmark Reading Assessment align with the overall demographics of RPS. (The gap is the difference between the percentage of 5th grade participants who are BIPOC and the percentage of RPS 5th graders scoring proficient who are BIPOC)	5% increase in gap	2.5% increase in gap	2020-2021 Trimester 3: Percentage of 5th grade participants who are BIPOC: 74%; Percentage of students scoring proficient who are BIPOC: 68%; Gap of 6%	2.5% decrease in gap	5% decrease in gap
11	Increase the number of students scoring proficient on the 8th grade MCA math test.	5% decrease	2.5% decrease	2021: 26% of 8th grade participants scored proficient	2.5% increase	5% increase
12	Ensure the demographics of students scoring proficient on the 8th grade MCA math test align with overall demographics of RPS. (The gap is the difference between the percentage of 8th grade participants who are BIPOC and the percentage of students scoring proficient who are BIPOC)	10% increase in gap	5% increase in gap	2021: Percentage of 8th grade participants who are BIPOC: 67%; Percentage of 8th graders scoring proficient who are BIPOC: 40%; Gap of 27%	5% decrease in gap	10% decrease in gap
13	Increase the number of students scoring proficient on the 8th grade reading assessment.	5% decrease	2.5% decrease	2022: 53% of 8th grade participants scored proficient	2.5% increase	5% increase
14	Ensure the demographics of students scoring proficient on the 8th grade reading assessment align with the overall demographics of RPS.	10% increase in gap	5% increase in gap	2022: Percentage of 8th grade participants who are BIPOC: 74%; Percentage of 8th graders scoring proficient who are BIPOC: 62%; Gap of 12%	5% decrease in gap	10% decrease in gap
15	Improve pre-referral intervention systems to prevent unnecessary special education referrals.	5% decrease	2.5% decrease	2021: 0 staff members trained in STAT process.	2.5% increase	5% increase
16	Ensure the demographics of students referred to special education align with overall demographics of RPS. (The gap is the difference between the percentage of RPS students who are BIPOC and the percentage of students referred to special education who are BIPOC)	5% increase in gap	2.5% increase in gap	2018-2019: Percentage of RPS students who are BIPOC: 73%; Percentage of students referred to special education who are BIPOC: 75%; Gap of 2%	1% decrease in gap	2% decrease in gap
17	Maintain class size averages at 25 students per elementary class, 28 students per middle school class, and 30 students per high school class or better.	Class size average is 27 at elementary, 30 at middle, 32 at high	Class size average is 26 elementary, 29 at middle, 31 at high	Baseline class size averages set at 25 at elementary, 28 at middle, 30 at high	Class size average is 24 at elementary, 27 at middle, 29 at high	Class size average is 23 at elementary, 26 at middle, 28 at high
18	Increase course offerings at RHS.	5% decrease	2.5% decrease	2020-2021 Semester 2: 202 course offerings	2.5% increase	5% increase
19	Increase the number of students receiving the seal of biliteracy	5% decrease	2.5 % decrease	Class of 2020: 35 students received a seal of biliteracy	2.5% increase	5% increase
20	Increase the FAFSA and/or Dream Act application completion rate for eligible students.	5% decrease	2.5 % decrease	Class of 2021: 53.9% of eligible seniors completed the FAFSA and/or Dream Act	2.5% increase	5% increase
21	Ensure the demographics of students with a completed FAFSA and/or Dream Act application align with overall demographics of RPS. (The gap is the difference between the percentage of RPS graduates who are BIPOC and the percentage of RPS 12th graders with a completed application who are BIPOC)	5% increase in gap	2.5% increase in gap	Class of 2021: 62% of graduates are BIPOC; 55% of seniors who completed the FAFSA/Dream Act are BIPOC. Gap of 7%	2.5% decrease in gap	5% decrease in gap
22	Increase the percentage of graduates enrolled in post-secondary education.	10% decrease	5% decrease	Class of 2019: 69% of graduates are enrolled in post-secondary education.	2.5% increase	5% increase
23	Ensure the demographics of graduates enrolled in post-secondary education align with the overall demographics of RPS. (The gap is the difference between the percentage of graduates who are BIPOC and the percentage of post-secondary enrolled students who are BIPOC)	5% increase in gap	2.5% increase in gap	Class of 2019: 75% of graduates are BIPOC; 73% of post-secondary enrolled students are BIPOC. Gap of 2%	1% decrease in gap	2% decrease in gap

Mid-Year 2023 Progress Report
2022-2023 Semester 1: 795 students
2022-2023 Semester 1: Percentage of RPS 9-12 graders who are BIPOC: 75%; Percentage of students enrolled in college credit courses who are BIPOC: 68%; Gap of 7%
2022-2023 Semester 1: 45% of 5th grade participants scored proficient.
2022-2023 Semester 1: Percentage of 5th grade participants who are BIPOC: 74%; Percentage of students scoring proficient who are BIPOC: 64%; Gap of 10%
Local reading assessment was administered for the first time in spring of 2022, providing baseline data.
Local reading assessment was administered for the first time in spring of 2022, providing baseline data.
2022 class size averages: 22 at elementary, 22 at middle, 28 at high
Class of 2022: 59 students received a seal of biliteracy
Class of 2022: 54.1% of eligible seniors completed the FAFSA and/or Dream Act
Class of 2022: 76% of graduates are BIPOC; 73% of seniors who completed the FAFSA/Dream Act are BIPOC. Gap of 3%

BUSINESS & OPERATIONS

Vision

Every person in every role and every department will work together seamlessly to further our mission and vision.

Belief Statement

Only by working in alignment across all departments can we, as a district, achieve our goals.

2021-26 Goals Mid-Year 2023 Progress Report

Rating Scale
Level -2: Intervention
Level -1: High Concern
Level 0: Baseline
Level 1: Progressing
Level 2: Vision

1. We will maintain or improve staff hiring and support.



- Decrease the number of staff members who voluntarily leave RPS per year.
- Increase the percentage of RPS staff hires who are black, indigenous, and/or people of color.

2. We will continuously improve our facilities to provide a comfortable and functional physical environment.



- Decrease the magnitude of unmet facilities needs.

3. We will ensure environmentally friendly practices are used across the District.



- Maintain or improve District energy performance.

4. We will continue to improve school meals to provide for students' nutritional needs.



- Increase the percentage of students participating in school meals per month.

5. We will maintain financial accountability and transparency as part of our responsibility to the community of Richfield.



- Improve audit practices to eliminate negative findings.

6. We will continue to invest in technology resources for students, staff, and families.



- Increase the financial investment allocated to technology in the hands of students and teachers.

7. We will continue to improve transportation services to provide a welcoming atmosphere and access to opportunities.



- Increase the percentage of RPS students receiving District transportation and/or safe routes to schools support.



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Vision Card 3: Business & Operations

Page 2: Key Actions



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Business & Operations Goals:

- We will maintain or improve staff hiring and support.
- We will continuously improve our facilities to provide a comfortable and functional physical environment.
- We will ensure environmentally friendly practices are used across the District.
- We will continue to improve student meals to provide for students' nutritional needs.
- We will maintain financial accountability and transparency as part of our responsibility to the community of Richfield.
- We will continue to invest in technology resources for students, staff and families.
- We will continue to improve transportation services to provide a welcoming atmosphere and access to opportunities.

Key Actions Occurring in the 2022-23 School-Year:

- RPS administrators are participating in diverse hiring fairs and events and deliberately recruiting diverse staff members through our partnerships with higher education institutions.
- Additional funding has been identified for facility upgrades.
- Planning is occurring for upgrades to lighting that will be more environmentally friendly.
- The installation of additional solar panels took place over the summer and is being completed currently.
- Nutrition services received an additional grant for farm-to-school foods.
- COVID-19 relief funding is responsibly and effectively being allocated with student equity in mind, and planning is occurring to provide stability as COVID-19 relief funding expires.
- The Safe Routes to School program continues with additional grant funding.

Item	Measure	Level -2	Level -1	Baseline	Level 1	Level 2
1	Decrease the number of staff members who voluntarily leave RPS per year.	5% increase	2.5% increase	2020-2021: 141 staff members voluntarily left RPS	2.5% decrease	5% decrease
2	Increase the percentage of RPS staff hires who are black, indigenous and/or people of color.	Percentage of BIPOC new hires is 5% lower than RPS staff percentage	Percentage of BIPOC new hires is 2.5% lower than RPS staff percentage	2020-2021: 22% of RPS staff members are BIPOC	Percentage of BIPOC new hires is 2.5% higher than RPS staff percentage	Percentage of BIPOC new hires is 5% higher than RPS staff percentage
3	Decrease the magnitude of unmet facilities needs.	5% increase	2.5% increase	FY21 LTFM Budget: \$2,445,861.00 plus \$11,079,154 for indoor air quality construction	2.5% decrease	5% decrease
4	Maintain or improve District energy performance.	B3 Benchmark score of 0-2 stars.	B3 Benchmark score of 2-3 stars.	2021: RPS received a B3 Benchmark score of 3.2 stars.	B3 Benchmark score of 3.5-4.5 stars.	B3 Benchmark score of 4.5-5 stars.
5	Increase the percentage of students participating in school meals per month.	5% decrease	2.5% decrease	Average over the month of November 2019: 49% of students participated in school breakfast, 65% of students participated in school lunch	2.5% increase	5% increase
6	Improve audit practices to eliminate negative findings.	2 or more major findings	1 major finding or 3 minor	Baseline set at: 2 minor findings	1 minor finding	Fully clean
7	Increase the financial investment allocated to technology in the hands of students and teachers.	5% decrease	2.5% decrease	2020-2021: \$3.5 million	2.5% increase	5% increase
8	Increase the percentage of RPS students receiving District transportation and/or safe routes to schools support.	5% decrease	2.5% decrease	2020-2021: 1,318 students received transportation + 273 SRTS = 39% of RPS students	2.5% increase	5% increase

Mid-Year 2023 Progress Report
22-23: 27% of RPS staff members are BIPOC; 40% of new hires are BIPOC; Percentage of BIPOC new hires is 13% higher than RPS staff percentage
2022: RPS received a B3 Benchmark score of 3.8 stars.
Average over the month of November in 2022: 42% of students participated in school breakfast, 59% of students participated in school lunch
2022: 1 minor finding

CLIMATE & CULTURE

2021-26 Goals Mid-Year 2023 Progress Report

Vision

All students, families, staff and community members will share a sense of ownership, pride and belonging at Richfield Public Schools, where they will be part of a warm, welcoming and respectful environment that celebrates each and every individual.

Rating Scale
Level -2: Intervention
Level -1: High Concern
Level 0: Baseline
Level 1: Progressing
Level 2: Vision

Belief Statement

By truly listening to, valuing and celebrating every member of our educational community, we can ensure our schools and programs provide a safe and supportive environment for learning, playing and working.

1. We will ensure students are seen, valued, heard and respected to maintain a healthy school and District climate.

-2 -1 0 **R** 2

- Decrease the total number of office referrals per semester.
- Ensure the demographics of students receiving office referrals align with the overall demographics of RPS.
- Increase the percentage of students reporting a positive school climate.
- Ensure the demographics of students reporting a positive climate align with the overall demographics of RPS.

2. We will increase student support, especially social-emotional support to care for the needs of the RPS community.

-2 -1 0 1 **R**

- Increase the number of staff members whose main role is to support social-emotional learning.

3. We will support and celebrate diversity to provide a welcoming environment.

-2 -1 0 1 **R**

- Increase the number of student and family groups whose main purpose is to support traditionally marginalized students and families.

4. We will improve school pride to increase student enjoyment of and dedication to their education.

-2 -1 **R** 1 2

- Increase the percentage of students reporting a strong sense of school pride.
- Ensure the demographics of students reporting a strong sense of school pride align with the overall demographics of RPS.

5. We will provide new opportunities for parent involvement to strengthen connections between home and school.

R -1 0 1 2

- Increase the number of volunteers who support RPS schools.
- Increase the percentage of student conferences completed per semester.

6. We will provide new opportunities for community involvement to strengthen connections between the Richfield community and school.

-2 **R** 0 1 2

- Increase the number of hours RPS students report volunteering in the community per year.



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Vision Card 4: Climate & Culture

Page 2: Key Actions



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Climate & Culture Goals:

- We will ensure students are seen, valued, heard and respected to maintain a healthy school and District climate.
- We will increase student support, especially social-emotional support to care for the needs of the RPS community.
- We will support and celebrate diversity to provide a welcoming environment.
- We will improve school pride to increase student enjoyment of and dedication to their education.
- We will provide new opportunities for parent involvement to strengthen connections between home and school.
- We will provide new opportunities for community involvement to strengthen connections between the Richfield community and school.

Key Actions Occurring in the 2022-23 School-Year:

- Staff members are participating in ongoing professional development through Conscious Discipline.
- The new minor behavior form (Qualtrics) is being used at all schools.
- Districtwide social-emotional learning curricula are being implemented at both the elementary and secondary levels.
- School wide behavior expectations are aligned across the District.
- New behavior interventions and social skills groups are being launched.
- Deans were added at RMS and RHS to support student needs.
- Instructional teams were created at RMS and are engaging in community building activities throughout the year.
- A Land Acknowledgement was unveiled and is being shared at District events according to the aligned guidelines for use. Buildings should have their Land Acknowledgement artwork installed near entrances this month.

Item	Measure	Level -2	Level -1	Baseline	Level 1	Level 2
1	Decrease the total number of office referrals per semester.	10% increase	5% increase	2019-2020 Semester 1: 729 referrals	5% decrease	10% decrease
2	Ensure the demographics of students receiving office referrals align with the overall demographics of RPS. (The gap is the difference between the percentage of RPS students who are BIPOC and the percentage of office referrals that are documented for BIPOC students)	10% increase in gap	5% increase in gap	2019-2020 Semester 1: Percentage of RPS students who are BIPOC: 72%; Percentage of office referrals documented for BIPOC students: 83%; Gap of 11%	5% decrease in gap	10% decrease in gap
3	Increase the percentage of students reporting a positive school climate.	10% decrease	5% decrease	2019-2020: 68% of students report a positive school climate	5% increase	10% increase
4	Ensure the demographics of students reporting a positive school climate align with the overall demographics of RPS. (The gap is the difference between the percentage of survey participants who are BIPOC and the percentage of students reporting a positive climate who are BIPOC)	10% increase in gap	5% increase in gap	2019-2020: NO GAP		Maintain no gap
5	Increase the number of staff members whose main role is to support social-emotional learning.	5% decrease	2.5% decrease	2020-2021: 38 staff members, including outreach workers	2.5% increase	5% increase
6	Increase the number of student and family groups whose main purpose is to support traditionally marginalized students and families.	10% decrease	5% decrease	2020-2021: 4 family groups + 1 student group	5% increase	10% increase
7	Increase the percentage of students reporting a strong sense of school pride.			Data not yet available.		
8	Ensure the demographics of students reporting a strong sense of school pride align with the overall demographics of RPS. (The gap is the difference between the percentage of survey participants who are BIPOC and the percentage of students reporting a strong sense of school pride who are BIPOC)			Data not yet available.		
9	Increase the number of volunteers who support RPS schools.			Data not yet available.		
10	Increase the percentage of student conferences completed per semester.	5% decrease	2.5% decrease	2020-2021: Elementary conference attendance averaged 94%; Secondary conference attendance averaged 63%	2.5% increase	5% increase
11	Increase the number of hours RPS students report volunteering in the community per year.	10% decrease	5% decrease	Class of 2021: 9,638 total hours	5% increase	10% increase

Mid-Year 2023 Progress Report
22-23 Semester 1: 581 referrals
22-23 Semester 1: Percentage of RPS students who are BIPOC: 71%; Percentage of office referrals documented for BIPOC students: 83%; Gap of 12%
2022-2023: 39.5 staff members, including outreach workers
2022-2023 Semester 1: Elementary conference attendance averaged 94%; Secondary conference attendance averaged 43%

COMMUNICATION & MARKETING

Vision

Our families, staff and community will view Richfield Public Schools as a trusted first source of school-related information and feel well informed through consistent, high quality digital and print communication.

2021-26 Goals

Mid-Year 2023 Progress Report

Rating Scale

Level -2: Intervention
Level -1: High Concern
Level 0: Baseline
Level 1: Progressing
Level 2: Vision

Belief Statement

By producing consistent, engaging and detailed content, as well as responsible marketing materials, we can engage and educate our audience, resulting in a stronger community.

1. We will improve family communication to strengthen the partnership between families and schools.

-2 -1 0 1



- Increase the percentage of families reporting a high level of connection to their student's teachers.
- Increase the percentage of staff members reporting that district communication is effective.
- Increase the percentage of families reporting that district communication is effective.

2. We will support the positive reputation of Richfield Public Schools.

-2 -1 0 1



- Increase the number of positive news stories about RPS published per year.
- Increase average community engagement with RPS social media posts.

3. We will improve marketing and public relations efforts to increase District enrollment.



-1 0 1 2

- Increase RPS website traffic from social media referrals.
- Increase RPS enrollment market share percentage.



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Vision Card 5: Communication & Marketing

Page 2: Key Actions



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Communication & Marketing Goals:

- We will improve family communication to strengthen the partnership between families and schools.
- We will support the positive reputation of Richfield Public Schools.
- We will improve marketing and public relations efforts to increase District enrollment.

Key Actions Occurring in the 2022-23 School-Year:

- To improve family communication, a new communication platform is being rolled out ([ParentSquare](#)). Staff training is taking place in February (led by the tech department) and family onboarding starts mid-February and runs through mid-March. Staff training includes sharing communication guides (best practices based on RPS survey data) and building newsletter templates so schools have a professional, branded, mobile-friendly newsletter tool within ParentSquare.
- To support the positive reputation of the District, we post regular content on all our social media channels, partner with Captivate Media for professional videos (Complete: [RPS Preschool](#), Next: STEM in RPS), and continue to pitch news and events to local media. (72 media hits as of 2/1/23).
- To support District enrollment and improve the overall enrollment experience for families, a part time enrollment coordinator was hired. The enrollment coordinator supports enrollment events and activities across the district, supports school staff with enrollment, works with new families, and will take the lead on the summer enrollment process.

PAGE 3: RUBRIC

Mid-Year 2023 Progress Report
2022-2023: 61%

Enriching and accelerating learning



Superintendent Goals 2022-2023

February 21, 2023

Mid-Year Progress

Enriqueciendo y acelerando el aprendizaje

Student Achievement (35%): Specific data based on gains and performance of students

Process Goals (35%): Strategic Plan strategies and activities designed to improve our district

Individual Performance (30%): Board evaluation of superintendent

Achievement Measure: Common Assessment Growth & Gap Closure

Achievement growth at elementary & secondary levels measured by common assessments

- Increase the number of students scoring proficient on the 5th grade Teacher's College Benchmark Reading Assessment by 5%.
- Ensure the demographics of students scoring proficient on the 5th grade Teacher's College Benchmark Reading Assessment align with the overall demographics of RPS. (The gap is the difference between the percentage of 5th grade participants who are BIPOC and the percentage of RPS 5th graders scoring proficient who are BIPOC.)

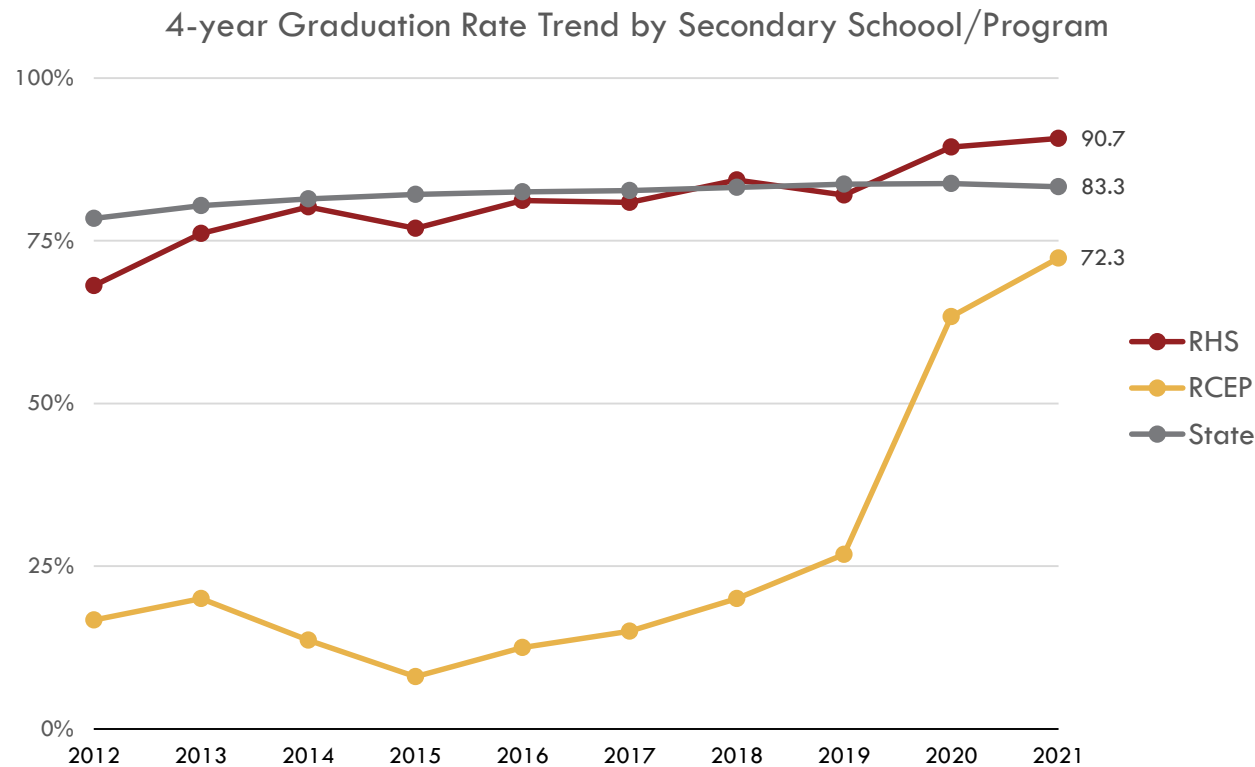
Common assessments are being developed at the secondary level.

2021-2022 Data	5 th Grade Proficiency (Goal to increase)	Gap for BIPOC Students (Goal to decrease)
Trimester 1	44%	12%
Trimester 2	53%	5%
Trimester 3	57%	5%

2022-2023 Data	5 th Grade Proficiency (Goal to increase)	Gap for BIPOC Students (Goal to decrease)
Semester 1	45%	10%
Semester 2		

Achievement Measure: Graduation Rate Growth & Gap Closure

- Continued graduation rate growth – 3 point gain overall and within each demographic group.



RPS Grad Rate by Demographic	2021	2022
Asian	70.6%	
Black or African American	91.7%	
Hispanic or Latino	83.2%	
Two or More Races	93.3%	
White	93.5%	
Male	81.9%	
Female	92.8%	
English Learner	68.6%	
Special Education	71.8%	
Free/Reduced Price Eligible	82.6%	

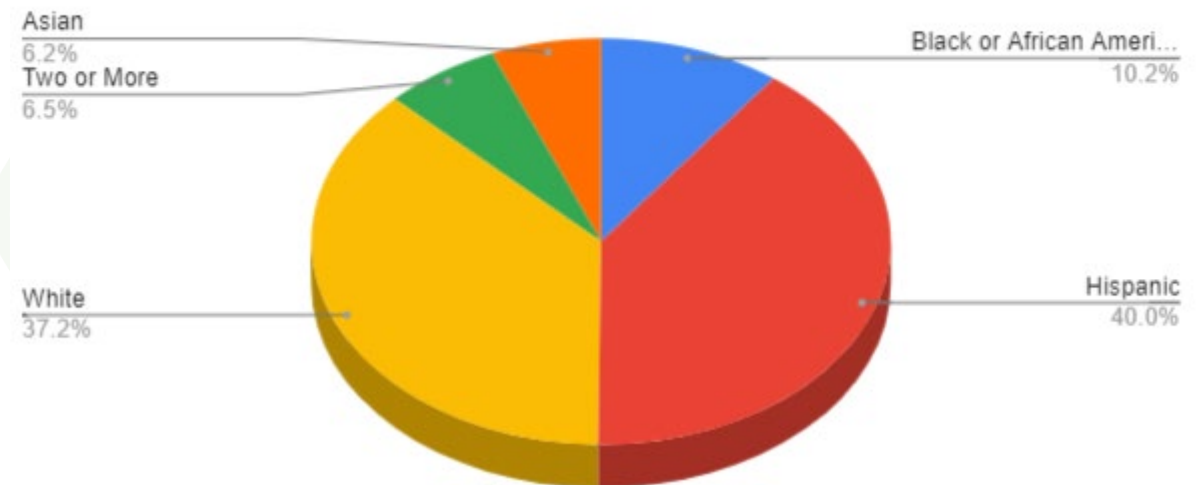
Data for 2022 has not yet been made available by MDE.

Achievement Measure: College Credit Attainment & Gap Closure

- Students attaining college credit, disaggregated by racial demographics
- The gap is the difference between the percentage of RHS students who are BIPOC and the percentage of students attaining college credit who are BIPOC.

School Year	2021-2022	2022-2023
Students Attaining College Credit (goal to increase)	325	
Gap for BIPOC Students (goal to decrease)	11%	

Racial Demographic of Students Who Passed CIS Courses and/or AP Test SY 21-22



Achievement Measure: Math & Reading Standardized Test Scores & Gap Closure



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- 2023 achievement on 8th grade MCA math test:
 - Disaggregated by racial demographic
- 2023 NWEA-MAP 8th grade math growth for students who took both the fall and spring assessments
 - Disaggregated by racial demographic
- 2023 achievement on 3rd grade MCA reading test:
 - Disaggregated by racial demographic
- 2023 NWEA-MAP 3rd grade reading growth for students who took both the fall and spring assessments
 - Disaggregated by racial demographic

RIT scale score range is 100-350

MCA	2022 Achievement	2022 Gap for BIPOC Students	2023 Achievement	2023 Gap for BIPOC Students
3 rd grade reading	33% scored proficient	Gap of 26%		
8 th grade math	28% scored proficient	Gap of 30%		

NWEA-MAP	Fall Results (all students)	Fall Gap (all students)	Fall Results (select students)	Fall Gap (select students)	Spring Results (select students)	Spring Gap (select students)
3 rd grade reading	Avg. score: 179	Gap of 6%				
8 th grade math	Avg. score: 220	Gap of 4%				

Process Goals: Community/Equity/Excellence



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- **Goal: Community**
 - Deepen Social Emotional Supports and Community across the District
 - Expand Extended Time Programming to Provide Increased Supports and More Effective Supports
 - Oversee the Expansion and Implementation of a Communication & Marketing Plan
- **Goal: Equity**
 - Deepen District Equity Implementation Across the District
 - Finalize Land Acknowledgement Artwork & Process
- **Goal: Excellence**
 - Oversee Overhaul of Entire Crisis Management Policies and Practices
 - Manage Continuing Transition to Standards-Based Grading Districtwide
 - Expand and Deepen Impact of CLSD Grant and Instructional Coaching on Elementary Literacy

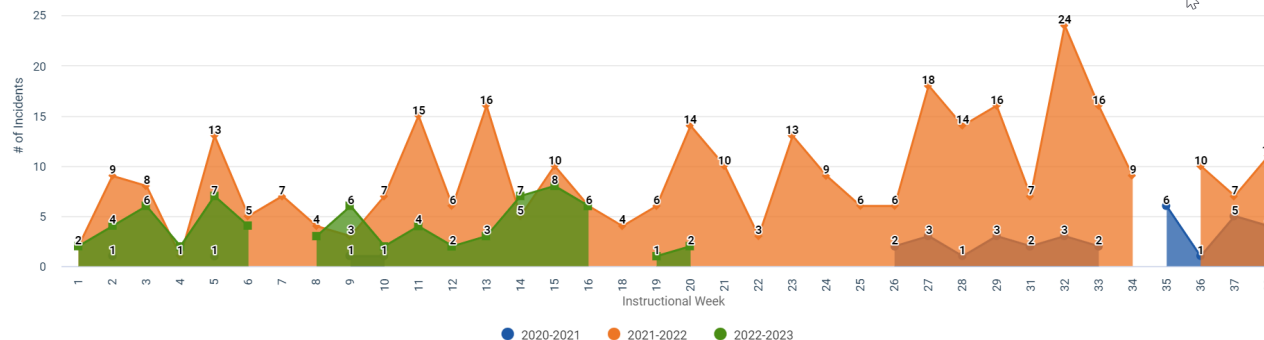
Community Goal: Deepen Social Emotional Supports and Community across the District

Measurement: Survey Data, reduction of RMS suspendable incidences, disaggregated by demographics

Progress:

- Community building activities implemented throughout district
- Safe and Supportive Schools Committee met 8/30/22
- Creation of instructional teams at RMS
- Addition of social-emotional staff and Dean of Students at RMS & RHS
- Increase and launch of restorative practices

The weekly trend of incident occurrences over the last 3 years.



Community Goal: Expand Extended Time Programming to Provide Increased Supports and More Effective Supports

Measurement: Increased Participation In Extended Learning

Progress:

- Launched increased programming in summer
- Partnered with internal and external partners toward expanded after school offerings starting in the fall
- Launched Best Buy Teen Tech Center
- After school program capacity expanded at Centennial & STEM from fall to winter
 - Centennial capacity increased from 60 to 90 students in February
 - STEM capacity increased from 20 to 35 students in February
- Created new partnerships for after school classes at RHS

Community Goal: Oversee the Development and Implementation of an Enrollment Marketing Plan

Measurement: Increase Retention Rate at Key Transition Grades & Reduction/Elimination of Attendance Notification Inaccuracies

Progress:

- Created and hosted a series of events targeting new families
 - Kindergarten Kickoff & Preschool Preview
 - Parade of Schools
- Increased video marketing efforts
- Consistently growing District social media channels to increase positive perception of RPS
- Hired a District Enrollment Coordinator
- Transition to ParentSquare communication tool includes attendance notification improvement

Equity Goal: Deepen District Equity Implementation Across the District



Measurement: Survey Data

Progress:

- Equity Guideline training and review for all staff
- Opening day board sharing of equity vision
- Professional development provided through learning academies and on PD days

Equity Goal: Finalize Land Acknowledgment Artwork & Process

Measurement: Posting & Placement of Land Acknowledgment Artwork

Progress:

- Partnered with artist
- Design mockups completed
- Districtwide unveiling took place in November
- Statement currently announced as appropriate at events
- School site unveilings to occur as soon as the frames are delivered

Excellence Goal: Oversee Overhaul of Entire Crisis Management Policies and Practices

Measurement: Progress Updates and Completed Plan

Progress:

- Full summer review of all protocols and recommendations for year long revision process
- Partnership with subject matter expert
- Training of all staff during workshop week & ongoing
- New rapid response guidelines drafted and under review

Excellence Goal: Manage Continuing Transition to Standards-Based Grading Districtwide

Measurement: Appropriate progress in development throughout PreK-12

Progress:

- Training for all staff during workshop week in standards based grading
- Ongoing professional development took place at the November 8 & January 27 PD days
- Elementary digital gradebooks operating successfully out of Synergy (student information system) for standards-based grading and reporting
- Secondary staff using common grading scales and getting trained in additional tools to determine student progress on priority standards

Excellence Goal: Expand and Deepen Impact of CLSD Grant and Instructional Coaching on Elementary Literacy



RICHFIELD
PUBLIC SCHOOLS

Measurement: Learning Walk Data

Progress:

- Increased elementary staffing to support retaining instructional coaches and interventionists in their positions
- Systemic relaunch of learning walks in all classrooms
- Fall learning walks completed at all elementaries; winter learning walks 75% complete
 - Successes from fall learning walks: diversity in classroom libraries, classrooms set up for literacy, teachers modeling fluent reading and engaging students in purposeful discussion, students participating in meaningful literacy activities while teachers meet 1-on-1 with specific students.
 - Areas for further growth based on fall learning walks: teachers sharing the learning target aloud and referencing throughout lessons, using assessments to guide instruction, students actively discussing with peers during whole group mini-lessons.

Individual Performance



RICHFIELD
PUBLIC SCHOOLS

Evaluation occurs yearly in spring/summer:

- Data from Parent and Staff Surveys
- Feedback from Direct Reports
- Feedback from Board Members
- Board Member Closed Session and Evaluative Process

Enriching and accelerating learning



RICHFIELD
PUBLIC SCHOOLS

Questions/Comments

Enriqueciendo y acelerando el aprendizaje

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

Agenda Item III.C.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

Subject: Commendations

RPS would like to commend RHS senior George Illes, who performed on the flute in the Minnesota Music Educators All State Band concert on Saturday, February 18. In order to be selected for this honor, George sent in audition recordings last March and was evaluated on overall musicianship as well as many elements of musical technique. Congratulations to George on this outstanding achievement and on his leadership in representing RPS at the state level!

RPS would also like to commend Richfield STEM Elementary Principal Amy Winter, who was named Best Principal in the 2023 Richfield Sun Media Readers' Choice Awards. Richfield STEM Elementary school was also voted Best Public School. Congratulations to Amy and the entire community at STEM!

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	V2301434	01/05/2023	P-CARD BAIRD LISA	R	1,924.48
01	V2301435	01/05/2023	P-CARD BARLOW ERICA	R	3,494.95
01	V2301436	01/05/2023	P-CARD BROWN MATTHEW	R	392.33
01	V2301437	01/05/2023	P-CARD BRUNNER PATTI	R	16,408.32
01	V2301438	01/05/2023	P-CARD CARUSO MATTHEW	R	276.04
01	V2301439	01/05/2023	P-CARD CRUZ ESTEVA JENNIFER	R	2,132.03
01	V2301440	01/05/2023	P-CARD EDWARDS NATHAN	R	339.85
01	V2301441	01/05/2023	P-CARD GEURINK AREND	R	83.46
01	V2301442	01/05/2023	P-CARD GULLICKSON KEVIN	R	110.67
01	V2301443	01/05/2023	P-CARD KRETSINGER DAN	R	7,167.32
01	V2301444	01/05/2023	P-CARD LEIKNES LISA	R	707.47
01	V2301445	01/05/2023	P-CARD LEWIS JENNIFER	R	1,691.30
01	V2301446	01/05/2023	P-CARD LUNDY MICHELLE	R	2,570.48
01	V2301447	01/05/2023	P-CARD MAHONEY COLLEEN	R	677.71
01	V2301448	01/05/2023	P-CARD MANNING MICHAEL	R	267.46
01	V2301449	01/05/2023	P-CARD MCGINN DAN	R	151.92
01	V2301450	01/05/2023	P-CARD MCINNES CALLEN	R	113.15
01	V2301451	01/05/2023	P-CARD MORRISSEY MELISSA	R	486.96
01	V2301452	01/05/2023	P-CARD PETERSON CHRIS	R	285.52
01	V2301453	01/05/2023	P-CARD SHAHSAVAND MARTA	R	241.63
01	V2301454	01/05/2023	P-CARD SKARE-KLECKER AMY	R	198.14
01	V2301455	01/05/2023	P-CARD SMITH DANE	R	153.31
01	V2301456	01/05/2023	P-CARD STACHEL NANCY	R	1,558.56
01	V2301457	01/05/2023	P-CARD VALLEY JENNIFER	R	116.35
01	V2301458	01/05/2023	P-CARD WILLHITE KASYA	R	282.87
01	V2301459	01/05/2023	P-CARD WINTER AMY	R	1,525.26
01	307228	01/12/2023	ANNIES FROZEN YOGURT	R	56.00
01	307229	01/12/2023	ARVIG ENTERPRISES INC	R	1,307.90
01	307230	01/12/2023	BARB BUSSEN	R	19.00
01	307231	01/12/2023	BARBELN BRIAN	R	101.00
01	307232	01/12/2023	BIX FRUIT COMPANY	R	7,129.90
01	307233	01/12/2023	BLUUM OF MINNESOTA, LLC	R	2,366.00
01	307234	01/12/2023	BRAND FARMS	R	1,860.00
01	307235	01/12/2023	BRIGHT MORNING CONSULTING INC.	R	750.00
01	307236	01/12/2023	BSI MECHANICAL, INC.	R	541.16
01	307237	01/12/2023	BURKSTRAND MICHAEL	R	77.00
01	307238	01/12/2023	CENTURYLINK	R	116.29
01	307239	01/12/2023	CEP ART & DESIGN	R	292.50
01	307240	01/12/2023	CESO FINANCE, LLC	R	5,000.00
01	307241	01/12/2023	CINTAS CORPORATION NO 2	R	870.79
01	307242	01/12/2023	CITY OF RICHFIELD	R	225.00
01	307243	01/12/2023	CITY OF RICHFIELD	R	5,373.04
01	307244	01/12/2023	COLLINS MELANIE	R	60.00
01	307245	01/12/2023	COMCAST BUSINESS	R	546.35
01	307246	01/12/2023	LOVING GUIDANCE LLC	R	7,608.40
01	307247	01/12/2023	CONTINENTAL RESEARCH CORP	R	673.61
01	307248	01/12/2023	CUB FOODS	R	262.79
01	307249	01/12/2023	DECA INC.	R	273.00
01	307250	01/12/2023	DOTAS EUGENE	R	64.00

01	307251	01/12/2023	DREPAUL NERICA	R	13.00
01	307252	01/12/2023	ECM PUBLISHERS INC	R	140.80
01	307253	01/12/2023	ECOLAB INC	R	100.75
01	307254	01/12/2023	FALLOW ALEXIS	R	24.00
01	307255	01/12/2023	FINANGER PHILLIP J	R	40.00
01	307256	01/12/2023	GEORGIA STATE UNIVERSITY	R	2,000.00
01	307257	01/12/2023	GRAHAM THOMAS	R	50.00
01	307258	01/12/2023	WW GRAINGER INC	R	292.61
01	307259	01/12/2023	GROTH MUSIC COMPANY	R	7.19
01	307260	01/12/2023	GUITAR CENTER STORE	R	455.00
01	307261	01/12/2023	H&B SPECIALIZED PRODUCTS INC	R	501.00
01	307262	01/12/2023	HASTINGS CREAMERY LLC	R	11,914.03
01	307263	01/12/2023	HILLYARD MINNEAPOLIS	R	1,368.63
01	307264	01/12/2023	HOME DEPOT U.S.A.	R	746.12
01	307265	01/12/2023	HOPE CHURCH	R	14,774.12
01	307266	01/12/2023	HOYO, SBC	R	792.00
01	307267	01/12/2023	IIX INSURANCE INFORMATION EXCHANGE	R	85.90
01	307268	01/12/2023	INTEREUM, INC	R	2,208.93
01	307269	01/12/2023	KAUFMAN MICHAEL	R	232.00
01	307270	01/12/2023	KEE-BOWLING BONNIE	R	77.00
01	307271	01/12/2023	LEXIA LEARNING SYSTEMS LLC	R	23,972.00
01	307272	01/12/2023	LOFFLER	R	1,225.09
01	307273	01/12/2023	MAINLINE TRANSPORTATION, INC. (MTI)	R	5,820.75
01	307274	01/12/2023	MAYER CHAD	R	24.00
01	307275	01/12/2023	MAYER VALERIE	R	50.00
01	307276	01/12/2023	MIDWEST BUS PARTS INC	R	863.69
01	307277	01/12/2023	MITCHELL DARRYL M	R	82.00
01	307278	01/12/2023	MOOK GREG	R	24.00
01	307279	01/12/2023	MOOK MAUREEN	R	24.00
01	307280	01/12/2023	MRI SOFTWARE LLC	R	42.50
01	307281	01/12/2023	MTI DISTRIBUTING CO	R	1,124.68
01	307282	01/12/2023	NAPA AUTO PARTS	R	136.78
01	307283	01/12/2023	NEI ELECTRIC, INC.	R	1,189.50
01	307284	01/12/2023	NESVOLD LORI	R	24.00
01	307285	01/12/2023	NEW LIFE ENTERPRISE	R	906.00
01	307286	01/12/2023	NOONAN JULIE	R	24.00
01	307287	01/12/2023	NORTH CENTRAL INTERNATIONAL, LLC	R	567.32
01	307288	01/12/2023	NORTHERN SALT INC	R	2,462.50
01	307289	01/12/2023	OKEY CHRIS	R	60.00
01	307290	01/12/2023	OLYMPIC COMMUNICATIONS INC	R	36,459.52
01	307291	01/12/2023	PAN O GOLD BAKING CO	R	249.98
01	307292	01/12/2023	PATE MARVIN	R	82.00
01	307293	01/12/2023	PERMA-BOUND BOOKS	R	1,961.00
01	307294	01/12/2023	PITNEY BOWES BANK PURCHASE POWER	R	167.79
01	307295	01/12/2023	PITNEY BOWES INC	R	111.00
01	307296	01/12/2023	RICHFIELD BUS COMPANY	R	1,373.36
01	307297	01/12/2023	SCHOOL SPECIALTY, LLC	R	76.04
01	307298	01/12/2023	SHERWIN WILLIAMS CO	R	254.66
01	307299	01/12/2023	SMARTSENSE BY DIGI	R	330.00
01	307300	01/12/2023	SOLLIE DUANE A	R	40.00

01	307301	01/12/2023	ST MARY UNIVERSITY	R	1,500.00
01	307302	01/12/2023	TAYLOR JASON	R	24.00
01	307303	01/12/2023	TOLL COMPANY	R	12.03
01	307304	01/12/2023	TRIO SUPPLY COMPANY	R	1,612.33
01	307305	01/12/2023	TUMBLEWEED PRESS INC.	R	2,876.40
01	307306	01/12/2023	UPPER LAKES FOODS	R	33,028.49
01	307307	01/12/2023	VELOCITY DRAIN SERVICES INC	R	3,138.00
01	307308	01/12/2023	VENDNOVATION LLC	R	100.00
01	307309	01/12/2023	VERIZON WIRELESS	R	360.09
01	307310	01/12/2023	VISTAR	R	1,702.56
01	307311	01/12/2023	XCEL ENERGY	R	10.62
01	307312	01/12/2023	ZAYO GROUP HOLDINGS	R	9,509.35
01	307313	01/13/2023	ECM PUBLISHERS INC	R	102.40
01	307314	01/13/2023	LARSON ENGINEERING	R	1,960.00
01	307315	01/13/2023	LEROY'S GREAT BEAR	R	87.98
01	307316	01/13/2023	MAINLINE TRANSPORTATION, INC. (MTI)	R	1,418.75
01	307317	01/13/2023	SCHOOL SPECIALTY, LLC	R	1,326.58
01	307318	01/20/2023	AMAZON.COM SYNCB/AMAZON	R	520.84
01	307319	01/20/2023	AMPLIFIED IT, A CDW COMPANY	R	3,642.35
01	307320	01/20/2023	APPRIZE TECHNOLOGIES	R	240.00
01	307321	01/20/2023	BENILDE-ST.MARGARET	R	150.00
01	307322	01/20/2023	BIX FRUIT COMPANY	R	7,091.38
01	307323	01/20/2023	BCBS OF MINNESOTA & BLUE PLUS	R	9,706.00
01	307324	01/20/2023	BRAND FARMS	R	700.00
01	307325	01/20/2023	BRINK'S INCORPORATED	R	1,760.26
01	307326	01/20/2023	BROTHERTON JAMES	R	64.00
01	307327	01/20/2023	CATALYST BUYING GROUP LLC	R	209.99
01	307328	01/20/2023	CEL PUBLIC RELATIONS, INC.	R	1,200.00
01	307329	01/20/2023	CHASKA PARKS & RECREATION	R	3,377.50
01	307330	01/20/2023	CITY OF RICHFIELD	R	3,111.49
01	307331	01/20/2023	CONTINENTAL CLAY CO	R	643.56
01	307332	01/20/2023	CROWLEY SHON	R	165.00
01	307333	01/20/2023	DAVICK BRADLEY C	R	127.00
01	307334	01/20/2023	DEPARTMENT OF HUMAN SERVICES	R	718.00
01	307335	01/20/2023	DIGITAL INSURANCE LLC	R	3,607.00
01	307336	01/20/2023	EDUCATORS BENEFIT CONSULTANTS LLC	R	493.77
01	307337	01/20/2023	FATH CUTTER, NOELLA	R	3,660.00
01	307338	01/20/2023	FINANGER PHILLIP J	R	40.00
01	307339	01/20/2023	FLANERY-OLSON, JODI	R	40.00
01	307340	01/20/2023	FUGATE BEN	R	165.00
01	307341	01/20/2023	HAWKINS INC	R	4,861.29
01	307342	01/20/2023	HILDI INC.	R	100.00
01	307343	01/20/2023	HOLMGREN BRENDA K	R	82.00
01	307344	01/20/2023	HOUSE OF PRINT	R	4,312.16
01	307345	01/20/2023	HR SIMPLIFIED INC.	R	652.00
01	307346	01/20/2023	IDEAL ENERGIES, LLC	R	6,543.67
01	307347	01/20/2023	INNOVATIVE OFFICE SOLUTIONS LLC	R	50,117.55
01	307348	01/20/2023	INTERMEDIATE DISTRICT 287	R	89,541.37
01	307349	01/20/2023	JONES HOWARD E	R	64.00
01	307350	01/20/2023	JW PEPPER & SON INC	R	89.50

01	307351	01/20/2023	KISPERT BRIAN	R	412.00
01	307352	01/20/2023	LARKIN RICHARD	R	82.00
01	307353	01/20/2023	LEEN ALEX	R	13.00
01	307354	01/20/2023	LIGHTSPEED TECHNOLOGIES, INC.	R	3,082.00
01	307355	01/20/2023	LINDSEY BRYAN	R	101.00
01	307356	01/20/2023	LOFFLER COMPANIES	R	8,203.29
01	307357	01/20/2023	MADISON NATIONAL LIFE INS CO INC	R	17,145.70
01	307358	01/20/2023	MEYER RYAN	R	82.00
01	307359	01/20/2023	MIDWEST SPECIAL INSTRUMENTS (MSI)	R	480.00
01	307360	01/20/2023	NEW PRAGUE SCHOOLS	R	220.00
01	307361	01/20/2023	OKEY CHRIS	R	160.00
01	307362	01/20/2023	ONEBRIDGE BENEFITS INC.	R	5,271.00
01	307363	01/20/2023	PAN O GOLD BAKING CO	R	861.51
01	307364	01/20/2023	PATE MARVIN	R	19.00
01	307365	01/20/2023	PREMIUM WATERS INC	R	33.00
01	307366	01/20/2023	REGION 6 AA-MSHSL	R	615.00
01	307367	01/20/2023	RICHFIELD GIRLS SWIM & DIVE BOOSTER	R	750.00
01	307368	01/20/2023	RICHFIELD GYMNASICS CLUB	R	2,730.89
01	307369	01/20/2023	RICHFIELD ICE ARENA	R	6,610.00
01	307370	01/20/2023	ROGERS HIGH SCHOOL	R	350.00
01	307371	01/20/2023	RYAN JEANNIE M	R	718.89
01	307372	01/20/2023	SCHMITT MUSIC CREDIT	R	223.18
01	307373	01/20/2023	SCHOOL SERVICE EMPLOYEES UNION	R	8,108.55
01	307374	01/20/2023	SOURCEWELL	R	41,010.25
01	307375	01/20/2023	SPERR MICHAEL A	R	82.00
01	307376	01/20/2023	THE HANOVER INSURANCE GROUP	R	25.00
01	307377	01/20/2023	THOMPSON LOGAN	R	40.00
01	307378	01/20/2023	TRI METRO CONFERENCE	R	1,800.00
01	307379	01/20/2023	TRIO SUPPLY COMPANY	R	1,575.82
01	307380	01/20/2023	UNITED HEALTHCARE INSURANCE CO	R	528.23
01	307381	01/20/2023	UNITED HEALTHCARE/AARP MEDICARE RX	R	109.60
01	307382	01/20/2023	UNITED HEARTHCARE /AARP MEDICARE RX	R	109.60
01	307383	01/20/2023	UNITED STATES TREASURER	R	430.00
01	307384	01/20/2023	UPPER LAKES FOODS	R	21,258.75
01	307385	01/20/2023	VAN DYK JORDAN	R	101.00
01	307386	01/20/2023	VRIEZE TYLER	R	82.00
01	307387	01/20/2023	W.L. HALL CO	R	1,354.00
01	307388	01/20/2023	XCEL ENERGY	R	101.96
01	V612488	01/20/2023	ERIC ANDERSON	R	37.95
01	V612489	01/20/2023	DREW BALLANGER	R	45.99
01	V612490	01/20/2023	JENNIFER L BAYLEY	R	21.48
01	V612491	01/20/2023	JONATHAN W HEYER	R	490.00
01	V612492	01/20/2023	MARIA CONSUELO PALAPA RAMIREZ	R	169.98
01	V612493	01/20/2023	STEPHANIE A POPP	R	184.85
01	307389	01/23/2023	MY CREDIT UNION	R	250.00
01	307390	01/26/2023	A1 FOAM & UPHOLSTERY	R	859.25
01	307391	01/26/2023	ALLSTATE LEASING	R	714.72
01	307392	01/26/2023	ANDRASCHKO NEIL	R	101.00
01	307393	01/26/2023	BIX FRUIT COMPANY	R	4,521.57
01	307394	01/26/2023	BRAND FARMS	R	840.00

01	307395	01/26/2023	BRIGHT MORNING CONSULTING INC.	R	995.00
01	307396	01/26/2023	BSN SPORTS, LLC	R	3,972.00
01	307397	01/26/2023	BUMGARNER TERRY	R	77.00
01	307398	01/26/2023	CANON USA	R	4,266.18
01	307399	01/26/2023	CAPTIVATE MEDIA & CONSULTING	R	1,488.00
01	307400	01/26/2023	CAREY SEELEY DIZERZAK	R	24.00
01	307401	01/26/2023	CARTER JEREMY	R	82.00
01	307402	01/26/2023	CDW GOVERNMENT INC	R	3,621.00
01	307403	01/26/2023	CINTAS CORPORATION NO 2	R	340.25
01	307404	01/26/2023	CITY OF RICHFIELD	R	3,996.00
01	307405	01/26/2023	CITY OF RICHFIELD	R	3,364.92
01	307406	01/26/2023	COMCAST	R	306.92
01	307407	01/26/2023	CONTEMPORARY TRANSPORTATION LLC	R	3,685.00
01	307408	01/26/2023	CONTINENTAL RESEARCH CORP	R	1,235.33
01	307409	01/26/2023	DARK KNIGHT SOLUTIONS, LLC	R	350.00
01	307410	01/26/2023	DOOR SERVICE COMPANY OF THE TWIN CI	R	16,173.00
01	307411	01/26/2023	DREPAUL NERICA	R	13.00
01	307412	01/26/2023	ECM PUBLISHERS INC	R	141.60
01	307413	01/26/2023	ECOLAB INC	R	591.31
01	307414	01/26/2023	ELOISA VERSTRAETE	R	24.00
01	307415	01/26/2023	ELSMORE SPORTS INC.	R	720.74
01	307416	01/26/2023	EMI AUDIO	R	577.28
01	307417	01/26/2023	FALLOW ALEXIS	R	24.00
01	307418	01/26/2023	FINANGER PHILLIP J	R	40.00
01	307419	01/26/2023	GAY CASEY	R	13.00
01	307420	01/26/2023	GRAHAM THOMAS	R	50.00
01	307421	01/26/2023	WW GRAINGER INC	R	641.34
01	307422	01/26/2023	GROUP MEDICAREBLUE RX	R	7,414.00
01	307423	01/26/2023	HAWKINS CLAUDE	R	82.00
01	307424	01/26/2023	HAWKINS INC	R	20.00
01	307425	01/26/2023	HILLYARD MINNEAPOLIS	R	11,107.57
01	307426	01/26/2023	INDIGO SIGNS	R	722.98
01	307427	01/26/2023	INNOVATIVE OFFICE SOLUTIONS LLC	R	48.29
01	307428	01/26/2023	INSTITUTE FOR ENVIROMENTAL	R	3,469.25
01	307429	01/26/2023	JUNK MASTERS LLC	R	940.00
01	307430	01/26/2023	KINECT ENERGY INC	R	80,035.95
01	307431	01/26/2023	KLEIN MORVA A	R	200.00
01	307432	01/26/2023	MACKIN BOOK COMPANY	R	1,158.17
01	307433	01/26/2023	MALLOY MONTAGUE KARNOWSKI & RADO	R	20,000.00
01	307434	01/26/2023	MASBO	R	125.00
01	307435	01/26/2023	MAYER CHAD	R	24.00
01	307436	01/26/2023	MAYER VALERIE	R	50.00
01	307437	01/26/2023	MENDELBLATT MADELINE	R	30.00
01	307438	01/26/2023	MIDWEST BUS PARTS INC	R	279.01
01	307439	01/26/2023	MINUTEMAN PRESS EDINA	R	900.69
01	307440	01/26/2023	MN DEPT OF LABOR AND INDUSTRY	R	430.00
01	307441	01/26/2023	MOOK GREG	R	24.00
01	307442	01/26/2023	MOOK MAUREEN	R	24.00
01	307443	01/26/2023	MOREY DOUGLAS	R	24.00
01	307444	01/26/2023	MROSKO MICHAEL	R	101.00

01	307445	01/26/2023	MTN-METROPOLITAN TRANSP NETWORK	R	250,645.44
01	307446	01/26/2023	NANCY FITZGERALD	R	85.00
01	307447	01/26/2023	NAPA AUTO PARTS	R	178.02
01	307448	01/26/2023	NOONAN JULIE	R	24.00
01	307449	01/26/2023	NORTH CENTRAL INTERNATIONAL, LLC	R	371.48
01	307450	01/26/2023	NUSS TRUCK & EQUIPMENT	R	7,350.00
01	307451	01/26/2023	MINNESOTA EDUCATION JOB FAIR	R	725.00
01	307452	01/26/2023	OKEY CHRIS	R	60.00
01	307453	01/26/2023	OLIVER JOSEPH	R	82.00
01	307454	01/26/2023	OLYMPIC COMMUNICATIONS INC	R	165.00
01	307455	01/26/2023	PAN O GOLD BAKING CO	R	157.40
01	307456	01/26/2023	PLASTIC BAGMART	R	1,139.25
01	307457	01/26/2023	PROCARE THERAPY	R	15,642.00
01	307458	01/26/2023	COLLEGE ENTRANCE EXAMINATION BOARD	R	336.00
01	307459	01/26/2023	REGENTS OF THE U OF MINNESOTA	R	4,879.75
01	307460	01/26/2023	RENNIE ZARIHANA	R	13.00
01	307461	01/26/2023	RICHFIELD BUS COMPANY	R	8,435.00
01	307462	01/26/2023	RICHFIELD CHAMBER OF COMMERCE	R	1,395.00
01	307463	01/26/2023	RICHFIELD READY	R	75.00
01	307464	01/26/2023	RIDDELL ALL AMERICAN SPORTS CORP	R	6,190.83
01	307465	01/26/2023	ROWE SETH A	R	64.00
01	307466	01/26/2023	RUPP ANDERSON SQUIRES & WALDSPURGER	R	3,849.13
01	307467	01/26/2023	SAFETYFIRST PLAYGROUND MAINTENANCE	R	12,265.00
01	307468	01/26/2023	SANNEH MUSA	R	13.00
01	307469	01/26/2023	SCHOOL NURSE SUPPLY	R	217.66
01	307470	01/26/2023	SCIENCE MUSEUM OF MN	R	66.00
01	307471	01/26/2023	SHEDD AQUARIUM SOCIETY	R	684.15
01	307472	01/26/2023	SUNNARBORG STEPHANIE	R	77.00
01	307473	01/26/2023	SURA NIRAV	R	64.00
01	307474	01/26/2023	TEACHERS COLLEGE READ & WRITE PRJT	R	700.00
01	307475	01/26/2023	TITAN MACHINERY INC	R	1,770.00
01	307476	01/26/2023	TRANSPORTATION PLUS, INC.	R	405.00
01	307477	01/26/2023	TRIO SUPPLY COMPANY	R	806.74
01	307478	01/26/2023	TWIN CITY TRANSPORTATION	R	110,567.64
01	307480	01/26/2023	UPPER LAKES FOODS	R	27,146.26
01	307481	01/26/2023	VANESSA MERRY	R	125.00
01	307482	01/26/2023	VINKEMEIER JEFFREY	R	82.00
01	307483	01/26/2023	VOLZ JACK	R	82.00
01	307484	01/26/2023	VSP INSURANCE CO. (CT)	R	3,376.63
01	307485	01/26/2023	WINSOR LEARNING	R	325.00
01	307486	01/26/2023	WOIDA JOHN	R	40.00
01	307487	01/26/2023	WORLD FUEL SERVICES, INC.	R	1,304.57
01	307489	01/26/2023	XCEL ENERGY	R	48,560.71
01	V612494	01/27/2023	BRITTANY F ANDERSON	R	45.99
01	V612495	01/27/2023	JENNIFER C BERGSTROM	R	51.54
01	V612496	01/27/2023	MEGAN BLUMA	R	494.96
01	V612497	01/27/2023	EMILY T BURT	R	53.64
01	V612498	01/27/2023	EVELYN K CAMPOS	R	209.98
01	V612499	01/27/2023	SARAH A COLEMAN	R	37.95
01	V612500	01/27/2023	KIM M DARAITIS	R	37.95

01	V612501	01/27/2023	NATHAN EDWARDS	R	186.98
01	V612502	01/27/2023	ANGELA M FISH	R	24.28
01	V612503	01/27/2023	MICHELLE D FRANZ	R	12.18
01	V612504	01/27/2023	AMY E HAGER	R	40.19
01	V612505	01/27/2023	JENNA L HEALY	R	35.87
01	V612506	01/27/2023	SHANYN HILL	R	45.99
01	V612507	01/27/2023	MARGARET R HOEHN	R	14.40
01	V612508	01/27/2023	JESSICA M HOFFMAN	R	159.58
01	V612509	01/27/2023	ERIN M HUBER	R	33.02
01	V612510	01/27/2023	MELISSA M HUSABY	R	79.79
01	V612511	01/27/2023	BAILEY D KRETSINGER	R	42.04
01	V612512	01/27/2023	DANIEL E KRETSINGER	R	19.63
01	V612513	01/27/2023	MARNA M LABELLE	R	4.50
01	V612514	01/27/2023	JENNIFER K LEWIS	R	120.29
01	V612515	01/27/2023	JOHN M LORENZINI	R	125.00
01	V612516	01/27/2023	LORINDA A LOSIER	R	104.97
01	V612517	01/27/2023	MAIA M MACK	R	687.98
01	V612518	01/27/2023	CLAIRE MADDEN	R	72.52
01	V612519	01/27/2023	AMAL M MOHAMUD	R	37.95
01	V612520	01/27/2023	KATRINA L MORGAN	R	185.89
01	V612521	01/27/2023	ERIN H NEILON	R	53.25
01	V612522	01/27/2023	DANA A NELSON	R	37.95
01	V612523	01/27/2023	TANYA R OLSON	R	155.83
01	V612524	01/27/2023	JAMES R PADDOCK	R	64.50
01	V612525	01/27/2023	DARBY L SWANK	R	10.75
01	V612526	01/27/2023	PATRICIA RUBIO SEGURA	R	175.00
01	V612527	01/27/2023	MARA RUIZ PENA	R	37.95
01	V612528	01/27/2023	AMANDA SAUER	R	33.45
01	V612529	01/27/2023	ANNE C SCHUETTE	R	12.38
01	V612530	01/27/2023	LAURIE E SEIBERT	R	164.06
01	V612531	01/27/2023	EMILY K SHAW	R	200.00
01	V612532	01/27/2023	NANCY J STACHEL	R	504.98
01	V612533	01/27/2023	KATHARINE B STEPHENS	R	53.27
01	V612534	01/27/2023	MICHELLE T THOEMKE	R	133.81
01	V612535	01/27/2023	KIRSTEN THORSON	R	37.95
01	V612536	01/27/2023	MELISSA J WILLIAMS	R	15.14
01	V612537	01/27/2023	JOAN L WING	R	37.95
01	V612538	01/27/2023	AUBREE M YUNKER	R	115.20
01	V2301460	01/27/2023	BOND TRUST SERVICES CORP	R	6,786,668.75
01	307490	01/30/2023	HOMEWOOD SUITES CHIC DT SOUTHLOOP	R	3,946.99
01	307491	01/30/2023	NOVA EDUCATION CONSULTANTS	R	1,925.00
01	307492	01/30/2023	PITNEY BOWES BANK PURCHASE POWER	R	1,738.68
01	307493	01/30/2023	PROCARE THERAPY	R	1,188.00
01	307494	01/30/2023	STRATEGIC STAFFING SOLUTIONS	R	2,916.00
01	307495	01/30/2023	TAFFE SARAH ANN	R	8,831.97
01	307496	01/30/2023	XCEL ENERGY	R	43,567.26

TOTAL PCARDS, CHECK, EPAYS & WIRES REGISTER					8,124,320.35
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P-CARD,CHECK RUNS, E-PAYS & WIRES FOR 02/06/2023 BOARD REPORTS

BANK 05	DATE	AMOUNT
January Pcards (Paid 1/5/23)	1/23/2023	43,357.54
E-Pays	1/20/2023	950.25
	1/27/2023	4,808.48
Wire Transfer	1/27/2023	6,786,668.75
Checks	1/12/2023	204,998.84
	1/13/2023	4,895.71
	1/20/2023	322,676.90
	1/23/2023	250.00
	1/26/2023	691,599.98
	1/30/2023	64,113.90

CHECK REGISTER BANK 05 TOTAL =	8,124,320.35
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BREAKDOWN	
01-206-00	781,962.65
02-206-00	130,155.52
03-206-00	374,740.87
04-206-00	33,762.56
06-206-00	12,265.00
07-206-00	6,786,668.75
18-206-00	-
20-206-00	3,240.20
21-206-00	1,524.80
47-206-00	-
BANK TOTAL =	8,124,320.35

SUPERINTENDENT'S REPORT AND AGENDA

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

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

Monday, February 6, 2023
7 p.m. School Board Meeting

I. CALL TO ORDER

The regular meeting of the board of education of ISD 280, Hennepin County, Richfield, Minnesota was held on Monday, February 6, 2023 in the boardroom at the Richfield Public Schools District Office. Chair Paula Cole called the regular board meeting to order at 7:01 p.m. with the following school board members in attendance: Banks Kupcho, Brakke, Carter and Pollis. Smisek was not able to attend.

Administrators present were Superintendent Unowsky, Executive Director Clarkson, Assistant Superintendent Daniels and Chief HR & Administrative Officer Holje. Student representative Elsy Cruz Parra was present.

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. INFORMATION AND PROPOSALS - NON-ACTION ITEMS

- A. Superintendent Update
 - 1. Richfield STEM Elementary School Presentation
 - 2. Student Support Services Presentation
- B. Commendations

IV. CONSENT AGENDA

- A. Routine Matters
 - 1. Minutes of the regular meeting held January 17, 2023
 - 2. General Disbursements as of 1/27/23 in the amount of \$8,124,320.35
 - 3. Investment Holdings
- B. Personnel Items

Certified Full Time Retirement

Gary Aylward – Science Teacher – Richfield Middle School
Effective 6/9/2023

Yrs. of Service: 30

Patricia Burns – Physical Education – Richfield Middle School
Effective 6/9/2023

Yrs. of Service: 32

Sharon Christianson – Spec. Ed/EBD – Centennial Elementary

Effective 6/9/2023

Yrs. of Service: 27

Christina Conrad – Extended Leave – Centennial Elementary

Effective 6/9/2023

Yrs. of Service: 27

Pamela Dyer – Grade 5 – RSTEM Elementary

Effective 6/9/2023

Yrs. of Service: 27

Julie Magnuson – TOSA – Richfield Middle School

Effective 6/9/2023

Yrs. of Service: 24

Diane Provost – Grade 1 – RSTEM Elementary

Effective 6/9/2023

Yrs. of Service: 33

Jola Skajewski – Early Childhood/Spec. Ed – Central Education Center

Effective 6/9/2023

Yrs. of Service: 32

Debra Webster – Early Childhood Parent Ed. – Central Education Center

Effective 6/9/2023

Yrs. of Service: 6

Certified Full Time Resignation

Alexandra Schulz – Special Education Teacher – Richfield Senior High School

Effective 01/17/2023

Yrs. of Service: 0.5

Jonathan Mitchell – Social Studies Teacher – Richfield Senior High School

Effective 06/09/2023

Yrs. of Service: 4

Classified Part Time Paraprofessional for Employment

Lauren Mendoza – Paraprofessional – Sheridan Hills Elementary

Effective 01/17/2023

Brittany Sanchez Cortez – Security Monitor/Welcome Desk – Richfield High School

Effective 01/24/2023

Classified Part Time Paraprofessional Resignation

Naima Moalim – Special Education Paraprofessional – RSTEM

Effective 01/10/2023

Yrs of Service: 3 months

Classified Part Time Food and Nutrition Resignation

Consuelo Palapa Ramirez – Kitchen Assistant – Richfield High School

Effective 02/3/2023

Yrs of Service: 4 months

Classified Part Time Unpaid Leave

Roberto Herrera Bello – Kitchen Assistant – Richfield High School
Effective 1/23/2023 - 2/6/2023

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

V. OLD BUSINESS

- A. Policy 109: Distribution of Nonschool-sponsored Materials on School Premises by Students and Employees & Administrative Guideline 109.1 & Policy 980: Distribution of Materials on School District Property by Nonschool Persons - third read

Motion by Brakke, seconded by Banks Kupcho, and unanimously carried, the board of education approved the revised Policy 109 and repealed Policy 980.

- B. Policy 743: Pay-to-Ride Service & Administrative Guideline 743.1 - second read

VI. NEW BUSINESS

- A. Policy 110: Chemical Use/Abuse - first read
- B. Pay Equity Report Certification

Motion by Pollis, seconded by Brakke, and unanimously carried, the board of education approved the certification.

- C. Donations

Motion by Pollis, seconded by Banks Kupcho, and unanimously carried, the board of education accepted the donations with gratitude.

VII. ADVANCE PLANNING

- A. Legislative Update
- B. Information and Questions from Board
- C. Future Meeting Dates
 - *Tuesday, 2-21-2023 7 p.m. Regular Board Meeting - Public Comment
 - 3-6-2023 7 p.m. Regular Board Meeting
- D. Suggested/Future Agenda Items

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

Motion by Pollis, seconded by Brakke, and unanimously carried, the board of education moved into closed session at 8:45 p.m. Attending the closed session were Banks Kupcho, Brakke, Carter, Cole and Pollis. Administrators present were Superintendent Unowsky and Chief HR & Administrative Officer Holje.

IX. REOPEN MEETING

Motion by Pollis, seconded by Brakke, and unanimously carried, the board of education moved into open session at 9:07 p.m. with the following school board members present: Banks Kupcho, Brakke, Carter, Cole and Pollis. Administrators present were Superintendent Unowsky and Chief HR & Administrative Officer Holje.

X. ADJOURN REGULAR MEETING

Chair Cole adjourned the meeting at 9:08 p.m.

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	307432	01/31/2023	MACKIN BOOK COMPANY	V	-1,158.17
01	307497	02/02/2023	A.J. MOORE ELECTRIC, INC.	R	796.31
01	307498	02/02/2023	ALL FLAGS LLC	R	494.55
01	307499	02/02/2023	B&B AUTO	R	389.00
01	307500	02/02/2023	BATTERIES R US	R	1,799.96
01	307501	02/02/2023	BIX FRUIT COMPANY	R	3,485.86
01	307502	02/02/2023	BRIN GLASS COMPANY	R	2,447.00
01	307503	02/02/2023	BSI MECHANICAL, INC.	R	2,080.96
01	307504	02/02/2023	CEDAR SMALL ENGINE	R	17.71
01	307505	02/02/2023	CHAMPION YOUTH	R	743.40
01	307506	02/02/2023	CINTAS CORPORATION NO 2	R	123.64
01	307507	02/02/2023	COMCAST BUSINESS	R	406.35
01	307508	02/02/2023	COMMERCIAL KITCHEN	R	364.00
01	307509	02/02/2023	ECOLAB INC	R	142.22
01	307510	02/02/2023	FASTENAL INDUSTRIAL	R	37.93
01	307511	02/02/2023	FASTSIGNS	R	52.20
01	307512	02/02/2023	WW GRAINGER INC	R	341.79
01	307513	02/02/2023	HAWKINS INC	R	4,157.39
01	307514	02/02/2023	HERITAGE CRYSTAL CLEAN INC	R	1,392.62
01	307515	02/02/2023	HILLYARD MINNEAPOLIS	R	6,734.30
01	307516	02/02/2023	HUBERT COMPANY, LLC	R	51.22
01	307517	02/02/2023	INNOVATIVE OFFICE SOLUTIONS LLC	R	4,845.20
01	307518	02/02/2023	INTEGRATED FOOD SERVICE	R	3,138.75
01	307519	02/02/2023	INTERMEDIATE DISTRICT 287	R	833.60
01	307520	02/02/2023	JW PEPPER & SON INC	R	61.39
01	307521	02/02/2023	MAINLINE TRANSPORTATION, INC. (MTI)	R	1,468.75
01	307522	02/02/2023	METRO ECSU	R	310.00
01	307523	02/02/2023	MIDWEST BUS PARTS INC	R	1,100.87
01	307524	02/02/2023	MINUTEMAN PRESS EDINA	R	859.27
01	307525	02/02/2023	NAPA AUTO PARTS	R	278.18
01	307526	02/02/2023	NOKOMIS SHOE SHOP	R	3,874.70
01	307527	02/02/2023	NORTH CENTRAL INTERNATIONAL, LLC	R	430.98
01	307528	02/02/2023	NORTHERN SALT INC	R	2,462.50
01	307529	02/02/2023	CAPITAL ONE TRADE CREDIT	R	338.00
01	307530	02/02/2023	NOVA EDUCATION CONSULTANTS	R	1,925.00
01	307531	02/02/2023	NOVAK JANICE SOPHIE	R	20.00
01	307532	02/02/2023	MINNESOTA EDUCATION JOB FAIR	R	400.00
01	307533	02/02/2023	OLYMPIC COMMUNICATIONS INC	R	760.00
01	307534	02/02/2023	PAN O GOLD BAKING CO	R	156.14
01	307535	02/02/2023	PER MAR SECURITY SERVICES	R	25.00
01	307536	02/02/2023	PHOENIX SCHOOL COUNSELING	R	8,333.33
01	307537	02/02/2023	PITNEY BOWES BANK PURCHASE POWER	R	4,700.00
01	307538	02/02/2023	POMPS TIRE SERVICE	R	4,294.15
01	307539	02/02/2023	SAFEWAY DRIVING SCHOOL	R	2,945.00
01	307540	02/02/2023	STATE SUPPLY COMPANY	R	866.39
01	307541	02/02/2023	SYN-TECH SYSTEMS, INC	R	1,175.00
01	307542	02/02/2023	TRIO SUPPLY COMPANY	R	1,953.47
01	307543	02/02/2023	UHL COMPANY INC	R	452.43
01	307544	02/02/2023	UPPER LAKES FOODS	R	22,658.39

01	307545	02/02/2023	VANESSA MERRY	R	95.00
01	V612539	02/02/2023	CHAD T ARMBRUSTER	R	56.16
01	V612540	02/02/2023	DREW BALLANGER	R	600.00
01	V612541	02/02/2023	ERICA T BARLOW	R	70.00
01	V612542	02/02/2023	EMILY T BURT	R	82.33
01	V612543	02/02/2023	MARY L CLARKSON	R	70.00
01	V612544	02/02/2023	LATANYA R DANIELS	R	70.00
01	V612545	02/02/2023	GEORGE A DENNIS	R	35.00
01	V612546	02/02/2023	MEGAN M STECHER	R	70.00
01	V612547	02/02/2023	PETER J FITZPATRICK	R	40.00
01	V612548	02/02/2023	STEVEN T FLUCAS	R	70.00
01	V612549	02/02/2023	DAVID A FREEBURG	R	70.00
01	V612550	02/02/2023	RACHEL GENS	R	70.00
01	V612551	02/02/2023	AREND J GEURINK	R	70.00
01	V612552	02/02/2023	JAMES A GILLIGAN	R	70.00
01	V612553	02/02/2023	CHRISTINA M GONZALEZ	R	70.00
01	V612554	02/02/2023	KYLE L GUSTAFSON	R	40.00
01	V612555	02/02/2023	AMY E HAGER	R	73.46
01	V612556	02/02/2023	KEVIN D HARRIS	R	149.99
01	V612557	02/02/2023	JONATHAN W HEYER	R	70.00
01	V612558	02/02/2023	JAMES L HILL	R	40.00
01	V612559	02/02/2023	JESSICA M HOFFMAN	R	40.00
01	V612560	02/02/2023	CRAIG D HOLJE	R	70.00
01	V612561	02/02/2023	CORY J KLINGE	R	1,544.82
01	V612562	02/02/2023	DANIEL E KRETSINGER	R	70.00
01	V612563	02/02/2023	ANOOP KUMAR	R	40.00
01	V612564	02/02/2023	SHANNON J LINDBERG	R	40.00
01	V612565	02/02/2023	JOHN M LORENZINI	R	210.00
01	V612566	02/02/2023	COLLEEN M MAHONEY	R	70.00
01	V612567	02/02/2023	MICHAEL A MANNING	R	70.00
01	V612568	02/02/2023	DANIEL P MCGINN	R	40.00
01	V612569	02/02/2023	DOUG R MCMEEKIN	R	70.00
01	V612570	02/02/2023	KENT D MEYER	R	70.00
01	V612571	02/02/2023	ALECIA M MOBLEY	R	70.00
01	V612572	02/02/2023	KATRINA L MORGAN	R	40.00
01	V612573	02/02/2023	ERIN H NEILON	R	40.00
01	V612574	02/02/2023	ROBERT G OLSON	R	40.00
01	V612575	02/02/2023	LAURA B OTTERNESS	R	70.00
01	V612576	02/02/2023	MARK S PEDERSEN	R	40.00
01	V612577	02/02/2023	CHRISTOPHER A PETERSON	R	70.00
01	V612578	02/02/2023	CASSANDRA QUAM	R	70.00
01	V612579	02/02/2023	RENEE C REED-KARSTENS	R	40.00
01	V612580	02/02/2023	KEITH D RIEF	R	40.00
01	V612581	02/02/2023	TIMECKA MARIE SANCHEZ-MICHAELS	R	70.00
01	V612582	02/02/2023	ASHLEY SCHAEFER	R	70.00
01	V612583	02/02/2023	MARTA I SHAHSAVAND	R	70.00
01	V612584	02/02/2023	AMY B SKARE-KLECKER	R	70.00
01	V612585	02/02/2023	NANCY J STACHEL	R	70.00
01	V612586	02/02/2023	PATRICK M SURE	R	40.00
01	V612587	02/02/2023	STACY THEIEN-COLLINS	R	70.00

01	V612588	02/02/2023	VLADIMIR S TOLEDO	R	40.00
01	V612589	02/02/2023	STEVEN P UNOWSKY	R	270.00
01	V612590	02/02/2023	STEPHEN C URBANSKI	R	40.00
01	V612591	02/02/2023	CARRIE A VALA	R	70.00
01	V612592	02/02/2023	JENNIFER K VALLEY	R	70.00
01	V612593	02/02/2023	RYAN WAGNER	R	40.00
01	V612594	02/02/2023	REBECCA S WALD	R	40.00
01	V612595	02/02/2023	MICHELLE R WHITESIDE	R	70.00
01	V612596	02/02/2023	KASYA L WILLHITE	R	70.00
01	V612597	02/02/2023	AMY J WINTER AHSENMACHER	R	70.00
01	307546	02/03/2023	ALVIN ZACHERY	R	164.00
01	307547	02/03/2023	BRATTON DONALD	R	82.00
01	307548	02/03/2023	BRIGGS AMY	R	82.00
01	307549	02/03/2023	BROSHAT MATTHEW	R	64.00
01	307550	02/03/2023	DREPAUL NERICA	R	13.00
01	307551	02/03/2023	FALLOW ALEXIS	R	24.00
01	307552	02/03/2023	FINANGER PHILLIP J	R	80.00
01	307553	02/03/2023	FREEBURG RYAN	R	64.00
01	307554	02/03/2023	GAY CASEY	R	13.00
01	307555	02/03/2023	GORING ZACH	R	64.00
01	307556	02/03/2023	GOTTER MICHAEL	R	128.00
01	307557	02/03/2023	GRAHAM THOMAS	R	60.00
01	307558	02/03/2023	HALL CHARLES	R	101.00
01	307559	02/03/2023	HARRIS DENNIS	R	82.00
01	307560	02/03/2023	HOOKS DESMOND	R	101.00
01	307561	02/03/2023	HOVICK NICHOLAS	R	82.00
01	307562	02/03/2023	INDA ADIN	R	13.00
01	307563	02/03/2023	JOHNSON CHRISTOPHER	R	24.00
01	307564	02/03/2023	JOINER KESWIC	R	82.00
01	307565	02/03/2023	KATKE CHRISTINA	R	82.00
01	307566	02/03/2023	KEE-BOWLING BONNIE	R	77.00
01	307567	02/03/2023	KINECT ENERGY INC	R	536.00
01	307568	02/03/2023	KORTE STEVEN	R	101.00
01	307569	02/03/2023	MAINLINE TRANSPORTATION, INC. (MTI)	R	336.00
01	307570	02/03/2023	MAYER CHAD	R	24.00
01	307571	02/03/2023	MAYER VALERIE	R	40.00
01	307572	02/03/2023	MOOK MAUREEN	R	24.00
01	307573	02/03/2023	NELSON, DAVID A	R	77.00
01	307574	02/03/2023	NOONAN JULIE	R	24.00
01	307575	02/03/2023	NOONAN PAT	R	24.00
01	307576	02/03/2023	OKEY CHRIS	R	280.00
01	307577	02/03/2023	PEARSON CLIFTON	R	101.00
01	307578	02/03/2023	PEARSON TANNER	R	82.00
01	307579	02/03/2023	POLITZ JORDAN	R	82.00
01	307580	02/03/2023	SCHOAF SCOTT	R	82.00
01	307581	02/03/2023	SOLLIE DUANE A	R	24.00
01	307582	02/03/2023	TAYLOR BRANDON	R	82.00
01	307583	02/03/2023	TAYLOR JASON	R	40.00
01	V2301461	02/06/2023	P-CARD BAIRD LISA	R	10,251.54
01	V2301462	02/06/2023	P-CARD BARLOW ERICA	R	3,475.58

01	V2301463	02/06/2023	P-CARD BROWN MATTHEW	R	677.13
01	V2301464	02/06/2023	P-CARD BRUNNER PATTI	R	3,892.99
01	V2301465	02/06/2023	P-CARD BURT EMILY	R	213.20
01	V2301466	02/06/2023	P-CARD CARUSO MATTHEW	R	153.25
01	V2301467	02/06/2023	P-CARD CRUZ ESTEVA JENNIFER	R	2,083.82
01	V2301468	02/06/2023	P-CARD EDWARDS NATHAN	R	229.03
01	V2301469	02/06/2023	P-CARD GEURINK AREND	R	1,412.66
01	V2301470	02/06/2023	P-CARD GULLICKSON KEVIN	R	105.46
01	V2301471	02/06/2023	P-CARD KRETSINGER DAN	R	4,631.67
01	V2301472	02/06/2023	P-CARD LEIKNES LISA	R	384.04
01	V2301473	02/06/2023	P-CARD LEWIS JENNIFER	R	2,278.90
01	V2301474	02/06/2023	P-CARD LUNDY MICHELLE	R	14,544.63
01	V2301475	02/06/2023	P-CARD MAHONEY COLLEEN	R	2,556.04
01	V2301476	02/06/2023	P-CARD MANNING MICHAEL	R	1,150.43
01	V2301477	02/06/2023	P-CARD MCGINN DAN	R	554.36
01	V2301478	02/06/2023	P-CARD MORRISSEY MELISSA	R	702.56
01	V2301479	02/06/2023	P-CARD PETERSON CHRIS	R	564.67
01	V2301480	02/06/2023	P-CARD SHAHSAVAND MARTA	R	4,359.63
01	V2301481	02/06/2023	P-CARD SKARE-KLECKER AMY	R	1,968.82
01	V2301482	02/06/2023	P-CARD STACHEL NANCY	R	1,496.49
01	V2301483	02/06/2023	P-CARD VALLEY JENNIFER	R	2,218.82
01	V2301484	02/06/2023	P-CARD WILLHITE KASYA	R	552.00
01	V2301485	02/06/2023	P-CARD WINTER AMY	R	2,239.93
01	307584	02/09/2023	ARVIG ENTERPRISES INC	R	1,307.90
01	307585	02/09/2023	BIX FRUIT COMPANY	R	4,422.84
01	307586	02/09/2023	BRAND FARMS	R	2,520.00
01	307587	02/09/2023	CAPITAL ONE TRADE CREDIT	R	266.26
01	307588	02/09/2023	CEL PUBLIC RELATIONS, INC.	R	1,200.00
01	307589	02/09/2023	CENTURYLINK	R	116.59
01	307590	02/09/2023	CEP ART & DESIGN	R	949.50
01	307591	02/09/2023	COMMERCIAL KITCHEN	R	665.00
01	307592	02/09/2023	CUB FOODS	R	486.07
01	307593	02/09/2023	CULLIGAN SOFT WATER	R	10.00
01	307594	02/09/2023	DASH SPORTS, LLC	R	455.00
01	307595	02/09/2023	DECA INC.	R	13.00
01	307596	02/09/2023	DICKS SANITATION SERVICE, INC (DSI)	R	8,642.05
01	307597	02/09/2023	DOOR SERVICE COMPANY OF THE TWIN CI	R	5,386.00
01	307598	02/09/2023	ECM PUBLISHERS INC	R	263.20
01	307599	02/09/2023	EDEN PRAIRIE PARKS & RECREATION	R	367.50
01	307600	02/09/2023	EHLERS & ASSOCIATES	R	4,250.00
01	307601	02/09/2023	HASTINGS CREAMERY LLC	R	11,117.47
01	307602	02/09/2023	HIBBING HIGH SCHOOL	R	100.00
01	307603	02/09/2023	HILLYARD MINNEAPOLIS	R	5,035.66
01	307604	02/09/2023	HOME DEPOT U.S.A.	R	584.48
01	307605	02/09/2023	HUBERT COMPANY, LLC	R	185.45
01	307606	02/09/2023	INNOVATIVE OFFICE SOLUTIONS LLC	R	963.53
01	307607	02/09/2023	INTERMEDIATE DISTRICT 287	R	952.80
01	307608	02/09/2023	LARSON JUDI	R	42.38
01	307609	02/09/2023	LOFFLER COMPANIES	R	283.05
01	307610	02/09/2023	MINUTEMAN PRESS EDINA	R	714.99

01	307611	02/09/2023	MRI SOFTWARE LLC	R	202.50
01	307612	02/09/2023	NOVA EDUCATION CONSULTANTS	R	715.00
01	307613	02/09/2023	NOVAK JANICE SOPHIE	R	20.00
01	307614	02/09/2023	PAN O GOLD BAKING CO	R	382.04
01	307615	02/09/2023	PAYDHEALTH	R	12,406.29
01	307616	02/09/2023	PROCARE THERAPY	R	1,320.00
01	307617	02/09/2023	RATWIK ROSZAK & MALONEY PA	R	132.50
01	307618	02/09/2023	RIVERVIEW LAW OFFICE	R	2,131.73
01	307619	02/09/2023	RUPP ANDERSON SQUIRES & WALDSPURGER	R	6,753.26
01	307620	02/09/2023	SETH BOVIS	R	250.00
01	307621	02/09/2023	TOTAL NETWORKX, INC	R	1,015.00
01	307622	02/09/2023	TRIO SUPPLY COMPANY	R	604.93
01	307623	02/09/2023	TSCHIDA, MARY	R	148.55
01	307624	02/09/2023	API GARAGE DOOR, INC.	R	8,160.00
01	307625	02/09/2023	TWIN CITY HARDWARE	R	331.85
01	307626	02/09/2023	UPPER LAKES FOODS	R	18,565.03
01	307627	02/09/2023	VANESSA MERRY	R	690.00
01	307628	02/09/2023	VERIZON WIRELESS	R	360.09
01	307629	02/09/2023	XCEL ENERGY	R	54.23
01	307630	02/14/2023	UNITED BUS SALES INC	R	158,477.00
TOTAL CHECKS, EPAYS & PCARDS					431,802.86

CHECK'S, EPAYS & PCARDS FOR 02/21/2023 BOARD REPORTS

BANK 05	DATE	AMOUNT
JANUARY PCARDS (PAID 2/6/23)	2/6/2023	62,697.65
E-Pays	2/2/2023	5,981.76
Checks	1/31/2023	(1,158.17)
	2/2/2023	96,819.90
	2/3/2023	3,441.00
	2/9/2023	105,543.72
	2/14/2023	158,477.00

CHECK REGISTER BANK 05 TOTAL =	431,802.86
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BREAKDOWN	
01-206-00	309,630.08
02-206-00	77,780.08
03-206-00	10,670.96
04-206-00	17,023.07
06-206-00	-
07-206-00	4,250.00
18-206-00	42.38
20-206-00	12,406.29
21-206-00	-
47-206-00	-
BANK TOTAL =	431,802.86

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	307631	02/16/2023	ANDERSON, LONNIE ALLEN	R	82.00
01	307632	02/16/2023	ASPEN EQUIPMENT CO	R	1,243.76
01	307633	02/16/2023	AMERICAN VENDING SALES INC	R	643.45
01	307634	02/16/2023	BACHAND BRYAN	R	82.00
01	307635	02/16/2023	BEATRIZ MANZANARES SANCHEZ	R	5.00
01	307636	02/16/2023	BENISH RICHARD L	R	82.00
01	307637	02/16/2023	BIX FRUIT COMPANY	R	5,333.40
01	307638	02/16/2023	BCBS OF MINNESOTA & BLUE PLUS	R	9,495.00
01	307639	02/16/2023	BRATTON DONALD	R	82.00
01	307640	02/16/2023	BSI MECHANICAL, INC.	R	628.00
01	307641	02/16/2023	CATALYST BUYING GROUP LLC	R	789.99
01	307642	02/16/2023	CINTAS CORPORATION NO 2	R	297.85
01	307643	02/16/2023	CITY OF RICHFIELD	R	350.00
01	307644	02/16/2023	CITY OF RICHFIELD	R	6,536.19
01	307645	02/16/2023	CLARK CORY	R	82.00
01	307646	02/16/2023	COMCAST BUSINESS	R	546.35
01	307647	02/16/2023	CONTEMPORARY TRANSPORTATION LLC	R	4,850.00
01	307648	02/16/2023	DEROSIER JAMIE	R	112.00
01	307649	02/16/2023	DOOR SERVICE COMPANY OF THE TWIN CI	R	717.52
01	307650	02/16/2023	DREPAUL NERICA	R	13.00
01	307651	02/16/2023	ECOLAB INC	R	312.98
01	307652	02/16/2023	EDUCATORS BENEFIT CONSULTANTS LLC	R	493.77
01	307653	02/16/2023	FASTENAL INDUSTRIAL	R	43.18
01	307654	02/16/2023	FERGUSON ENTERPRISES, LLC	R	122.69
01	307655	02/16/2023	FINANGER PHILLIP J	R	160.00
01	307656	02/16/2023	FONDERN LAMONT	R	64.00
01	307657	02/16/2023	FREEBURG RYAN	R	64.00
01	307658	02/16/2023	FUGATE BEN	R	64.00
01	307659	02/16/2023	GEORGE RICHARD GOVE	R	82.00
01	307660	02/16/2023	GERBER JOSHUA	R	82.00
01	307661	02/16/2023	WW GRAINGER INC	R	83.95
01	307662	02/16/2023	GROUP MEDICAREBLUE RX	R	7,245.50
01	307663	02/16/2023	H&L MESABI COMPANY	R	770.00
01	307664	02/16/2023	HALL CHARLES	R	165.00
01	307665	02/16/2023	HARRIS DENNIS	R	82.00
01	307666	02/16/2023	HELGET MADALYN	R	82.00
01	307667	02/16/2023	HILLYARD MINNEAPOLIS	R	3,779.94
01	307668	02/16/2023	HOUSE OF PRINT	R	4,463.05
01	307669	02/16/2023	IDEAL SERVICE, INC.	R	375.00
01	307670	02/16/2023	IIX INSURANCE INFORMATION EXCHANGE	R	52.60
01	307671	02/16/2023	INDIGO SIGNS	R	25,165.00
01	307672	02/16/2023	INTEGRATED FOOD SERVICE	R	4,597.50
01	307673	02/16/2023	JOHNSON LEAH	R	82.00
01	307674	02/16/2023	JONES HOWARD E	R	101.00
01	307675	02/16/2023	JW PEPPER & SON INC	R	34.10
01	307676	02/16/2023	KELM ANTHONY	R	64.00
01	307677	02/16/2023	LEIGHTON TIM	R	82.00
01	307678	02/16/2023	LIGHTSPEED TECHNOLOGIES, INC.	R	5,561.00
01	307679	02/16/2023	LOFFLER	R	1,225.09

01	307680	02/16/2023	MASBO	R	475.00
01	307681	02/16/2023	METROPOLITAN MECHANICAL CONTRACTORS	R	11,002.24
01	307682	02/16/2023	MIDWEST BUS PARTS INC	R	153.03
01	307683	02/16/2023	NOKOMIS SHOE SHOP	R	500.00
01	307684	02/16/2023	NORTH CENTRAL INTERNATIONAL, LLC	R	194.73
01	307685	02/16/2023	OKEY CHRIS	R	260.00
01	307686	02/16/2023	PAN O GOLD BAKING CO	R	693.70
01	307687	02/16/2023	PETERSON, DAVID PAUL	R	82.00
01	307688	02/16/2023	POPP JOSEPHINE	R	13.00
01	307689	02/16/2023	PREMIUM WATERS INC	R	33.00
01	307690	02/16/2023	PROCARE THERAPY	R	1,320.00
01	307691	02/16/2023	RICHFIELD BUS COMPANY	R	8,095.00
01	307692	02/16/2023	RICHFIELD READY	R	162.00
01	307693	02/16/2023	ROGERS ROCHESTER	R	82.00
01	307694	02/16/2023	RYAN JEANNIE M	R	718.89
01	307695	02/16/2023	SCOTT DESTINY	R	101.00
01	307696	02/16/2023	SEPTRAN STUDENT TRANSPORTATION	R	6,760.00
01	307697	02/16/2023	SMARTSENSE BY DIGI	R	330.00
01	307698	02/16/2023	ST. PETER WILLIAM	R	101.00
01	307699	02/16/2023	TAYLOR BRANDON	R	82.00
01	307700	02/16/2023	TERREL'S TOOLBOX LLC	R	923.26
01	307701	02/16/2023	THE HOME DEPOT PRO	R	5,906.40
01	307702	02/16/2023	TOLL COMPANY	R	12.03
01	307703	02/16/2023	TRIO SUPPLY COMPANY	R	2,059.48
01	307704	02/16/2023	UNITED HEALTHCARE INSURANCE CO	R	528.23
01	307705	02/16/2023	UNITED HEALTHCARE/AARP MEDICARE RX	R	109.60
01	307706	02/16/2023	UNITED HEARTHCARE /AARP MEDICARE RX	R	109.60
01	307708	02/16/2023	UPPER LAKES FOODS	R	29,035.37
01	307709	02/16/2023	WHITE CARLTON A	R	82.00
01	307710	02/16/2023	WIESE USA, INC.	R	4,650.00
01	307711	02/16/2023	XCEL ENERGY	R	109.78
01	307712	02/16/2023	ZACK'S INC.	R	426.12
01	V612598	02/21/2023	JENNIFER C BERGSTROM	R	12.92
01	V612599	02/21/2023	ROSALBA CUATE PLIEGO	R	169.96
01	V612600	02/21/2023	ANGELA M FISH	R	66.16
01	V612601	02/21/2023	MICHELLE D FRANZ	R	26.40
01	V612602	02/21/2023	GUADALUPE P HERNANDEZ-BALBUENA	R	175.00
01	V612603	02/21/2023	MELISSA M HUSABY	R	57.87
01	V612604	02/21/2023	BAILEY D KRETSINGER	R	60.72
01	V612605	02/21/2023	DANIEL E KRETSINGER	R	42.47
01	V612606	02/21/2023	COURTNEY W LADUKE	R	37.96
01	V612607	02/21/2023	CLAIRE MADDEN	R	38.19
01	V612608	02/21/2023	JACQUELINE O NWAIWU	R	69.02
01	V612609	02/21/2023	DARBY L SWANK	R	33.60
01	V612610	02/21/2023	ANNE C SCHUETTE	R	7.41
01	V612611	02/21/2023	THOMAS W SMREKAR	R	100.00
01	V612612	02/21/2023	KATHARINE B STEPHENS	R	38.16
01	V612613	02/21/2023	CARRIE A VALA	R	385.69
01	V612614	02/21/2023	MICHELLE R WHITESIDE	R	14.98
01	307713	02/24/2023	4IMPRINT, INC.	R	1,053.26

01	307714	02/24/2023	AMPLIFIED IT, A CDW COMPANY	R	3,689.30
01	307715	02/24/2023	APPRIZE TECHNOLOGIES	R	320.00
01	307716	02/24/2023	BERG, LUCAS J	R	82.00
01	307717	02/24/2023	BERRY COFFEE COMPANY INC.	R	279.97
01	307718	02/24/2023	BEST PLUMBING SPECIALTIES, INC.	R	43.38
01	307719	02/24/2023	BIX FRUIT COMPANY	R	4,481.01
01	307720	02/24/2023	BRAND FARMS	R	700.00
01	307721	02/24/2023	BRINK'S INCORPORATED	R	1,796.81
01	307722	02/24/2023	BSN SPORTS, LLC	R	4,449.60
01	307723	02/24/2023	CANON USA	R	4,266.15
01	307724	02/24/2023	CARDONA IVAN	R	82.00
01	307725	02/24/2023	CARTER JEREMY	R	82.00
01	307726	02/24/2023	CHALLGREN MARK	R	77.00
01	307727	02/24/2023	CHRISTIAN MICHAEL P	R	40.00
01	307728	02/24/2023	CINTAS CORPORATION NO 2	R	440.50
01	307729	02/24/2023	CITY OF RICHFIELD	R	1,225.36
01	307730	02/24/2023	COMMERCIAL KITCHEN	R	1,426.72
01	307731	02/24/2023	DARK KNIGHT SOLUTIONS, LLC	R	350.00
01	307732	02/24/2023	DELEGARD TOOL COMPANY	R	187.68
01	307733	02/24/2023	DICK BLICK COMPANY	R	1,074.45
01	307734	02/24/2023	DIGITAL INSURANCE LLC	R	5,269.00
01	307735	02/24/2023	DZIERZAK LOUIS	R	24.00
01	307736	02/24/2023	ECM PUBLISHERS INC	R	173.60
01	307737	02/24/2023	ECOLAB INC	R	130.38
01	307738	02/24/2023	EHLERS & ASSOCIATES	R	3,000.00
01	307739	02/24/2023	EVERYDAY SPEECH LLC	R	299.99
01	307740	02/24/2023	FALLOW ALEXIS	R	24.00
01	307741	02/24/2023	FASTEST LABS OF BLOOMINGTON	R	540.00
01	307742	02/24/2023	FERGUSON ENTERPRISES, LLC	R	226.72
01	307743	02/24/2023	FINANGER PHILLIP J	R	120.00
01	307744	02/24/2023	GRAHAM THOMAS	R	60.00
01	307745	02/24/2023	WW GRAINGER INC	R	4,915.74
01	307746	02/24/2023	GROTH MUSIC COMPANY	R	74.21
01	307747	02/24/2023	HARRIS DENNIS	R	82.00
01	307748	02/24/2023	HAWKINS INC	R	135.77
01	307749	02/24/2023	HILLYARD MINNEAPOLIS	R	151.00
01	307750	02/24/2023	HOLT JAMES B JR	R	82.00
01	307751	02/24/2023	HOPE CHURCH	R	14,774.12
01	307752	02/24/2023	HR SIMPLIFIED INC.	R	591.00
01	307753	02/24/2023	IDEAL ENERGIES, LLC	R	6,543.67
01	307754	02/24/2023	INSTITUTE FOR ENVIROMENTAL	R	5,603.75
01	307755	02/24/2023	INTEREUM, INC	R	1,501.12
01	307756	02/24/2023	INTERMEDIATE DISTRICT 287	R	89,541.37
01	307757	02/24/2023	JAYTECH, INC	R	1,346.96
01	307758	02/24/2023	KARNAS MIKE	R	82.00
01	307759	02/24/2023	KAYVON KELLY	R	82.00
01	307760	02/24/2023	KEANE SENSE OF RHYTHM INC	R	220.00
01	307761	02/24/2023	KIDCREATE STUDIO	R	456.00
01	307762	02/24/2023	LARSON KEITH	R	60.00
01	307763	02/24/2023	LAST DANIEL	R	82.00

01	307764	02/24/2023	MADISON NATIONAL LIFE INS CO INC	R	16,979.05
01	307765	02/24/2023	MAINLINE TRANSPORTATION, INC. (MTI)	R	2,575.25
01	307766	02/24/2023	MAYER CHAD	R	24.00
01	307767	02/24/2023	MAYER VALERIE	R	40.00
01	307768	02/24/2023	MESSERLI & KRAMER	R	1,800.55
01	307769	02/24/2023	METROPOLITAN MECHANICAL CONTRACTORS	R	846.00
01	307770	02/24/2023	MIDWEST BUS PARTS INC	R	296.64
01	307771	02/24/2023	MIDWEST MECHANICAL SOLUTIONS	R	134.25
01	307772	02/24/2023	MINNESOTA UI FUND	R	2,707.47
01	307773	02/24/2023	MINUTEMAN PRESS EDINA	R	904.64
01	307774	02/24/2023	MOOK MAUREEN	R	24.00
01	307775	02/24/2023	MTN-METROPOLITAN TRANSP NETWORK	R	313,655.35
01	307776	02/24/2023	NAPA AUTO PARTS	R	96.30
01	307777	02/24/2023	NELSON, DAVID A	R	77.00
01	307778	02/24/2023	NOONAN JULIE	R	24.00
01	307779	02/24/2023	NORTH CENTRAL INTERNATIONAL, LLC	R	1,905.98
01	307780	02/24/2023	NORTHERN SALT INC	R	1,435.00
01	307781	02/24/2023	NUSS TRUCK & EQUIPMENT	R	2,625.00
01	307782	02/24/2023	OKEY CHRIS	R	120.00
01	307783	02/24/2023	ONEBRIDGE BENEFITS INC.	R	5,274.00
01	307784	02/24/2023	PAN O GOLD BAKING CO	R	182.37
01	307785	02/24/2023	PER MAR SECURITY SERVICES	R	7.00
01	307786	02/24/2023	PRO ED INC	R	178.20
01	307787	02/24/2023	RICHFIELD BUS COMPANY	R	6,773.35
01	307788	02/24/2023	SCHMITT MUSIC	R	592.93
01	307789	02/24/2023	SCHOOL SERVICE EMPLOYEES UNION	R	8,049.44
01	307790	02/24/2023	SEVERSON LAUREL	R	100.00
01	307791	02/24/2023	SOLLIE DUANE A	R	40.00
01	307792	02/24/2023	SUTHERLAND SHANDON	R	82.00
01	307793	02/24/2023	TAYLOR JASON	R	40.00
01	307794	02/24/2023	TCI (TEACHERS' CURRICULUM INSTITUT)	R	405.00
01	307795	02/24/2023	TECHNOLOGY MANAGEMENT CORPORATION	R	9,743.75
01	307796	02/24/2023	TOLL COMPANY	R	150.00
01	307797	02/24/2023	TRAFERA, LLC	R	109.99
01	307798	02/24/2023	TRIO SUPPLY COMPANY	R	1,345.30
01	307799	02/24/2023	TWIN CITY FILTER SERVICE INC	R	706.40
01	307800	02/24/2023	TWIN CITY HARDWARE	R	237.01
01	307801	02/24/2023	TWIN CITY TRANSPORTATION	R	131,457.81
01	307802	02/24/2023	U OF M - OFFICE OF STUDENT FINANCE	R	11,745.00
01	307803	02/24/2023	UHL COMPANY INC	R	43,475.50
01	307804	02/24/2023	UNITED STATES TREASURER	R	545.00
01	307805	02/24/2023	UPPER LAKES FOODS	R	22,997.97
01	307806	02/24/2023	VANESSA MERRY	R	95.00
01	307807	02/24/2023	VIG SOLUTIONS INC	R	2,495.00
01	307808	02/24/2023	XCEL ENERGY	R	1,039.81
01	307809	02/24/2023	YOUTH ENRICHMENT LEAGUE (YEL!)	R	704.00

TOTAL CHECKS & EPAYS					921,099.73
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P-CARD,CHECK RUNS, E-PAYS & WIRES FOR 03/06/2023 BOARD REPORTS

BANK 05	DATE	AMOUNT
CHECKS	2/16/2023	162,581.32
	2/24/2023	757,181.90
EPAYS	2/21/2023	1,336.51

CHECK REGISTER BANK 05 TOTAL =	921,099.73
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BREAKDOWN	
01-206-00	366,801.56
02-206-00	74,166.14
03-206-00	465,658.72
04-206-00	8,075.31
06-206-00	0.00
07-206-00	0.00
18-206-00	0.00
20-206-00	4,882.48
21-206-00	1,515.52
47-206-00	0.00
BANK TOTAL =	921,099.73

REVENUE & EXPENDITURE SUMMARY BY SOURCE, OBJECT SERIES & PROGRAM SERIES

RICHFIELD | December 31, 2022

							December 31, 2022	December 31, 2021	December 31, 2020			
REVENUE CATEGORIES	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Received YTD	Budget Remaining	% of Budget Received	% of Actuals	% of Actuals	Current YTD vs. PYTD	December 31, 2021	December 31, 2020
STATE	45,171,242	46,153,496	45,841,459	45,869,812	12,171,800	33,669,659	26.55%	26.17%	24.97%	93,265	12,078,535	11,279,408
FEDERAL	4,835,777	8,551,970	8,415,494	8,675,493	1,643,451	6,772,043	19.53%	9.29%	30.55%	849,029	794,422	1,477,284
PROPERTY TAXES	17,711,183	17,296,011	18,045,678	21,106,885	17,548,085	497,593	97.24%	97.22%	97.63%	732,554	16,815,531	17,291,265
LOCAL SALES, INS RECOVERY & JUDGEMENTS	346,118	43,504	85,000	61,832	10,522	74,478	12.38%	69.28%	72.75%	(19,619)	30,141	251,790
SALE OF BONDS & LOANS	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
INCOMING TRANSFERS FROM OTH FUNDS	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
LOCAL (FEES, INTEREST, ETC.)	653,828	992,495	1,111,666	1,214,934	536,150	575,516	48.23%	41.69%	41.35%	122,374	413,775	270,331
TOTALS	68,718,148	73,037,477	73,499,297	76,928,955	31,910,007	41,589,290	43.42%	41.26%	44.49%	1,777,603	30,132,404	30,570,078

							December 31, 2022	December 31, 2021	December 31, 2020			
EXPENDITURES (OBJECT SERIES)	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals	% of Actuals	Current YTD vs. PYTD	December 31, 2021	December 31, 2020
SALARIES & WAGES	37,395,344	40,284,587	42,910,423	42,367,642	15,656,519	27,253,904	36.49%	36.35%	36.66%	1,012,018	14,644,501	13,710,619
EMPLOYEE BENEFITS	13,311,059	14,074,329	14,930,345	14,953,858	5,909,860	9,020,485	39.58%	40.74%	41.01%	176,554	5,733,306	5,459,117
PURCHASED SERVICES	7,829,673	11,375,897	9,193,426	9,778,600	4,353,517	4,839,909	47.35%	39.11%	41.95%	(95,532)	4,449,048	3,284,334
SUPPLIES	3,264,242	3,555,548	3,450,724	3,642,037	1,955,106	1,495,618	56.66%	55.73%	60.19%	(26,440)	1,981,546	1,964,740
EQUIPMENT	3,127,326	3,452,503	3,533,246	3,218,091	2,752,462	780,784	77.90%	79.56%	80.48%	5,637	2,746,825	2,516,974
DEBT SERVICE	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
OTHER EXPENDITURES	366,580	576,702	577,023	594,322	134,920	442,103	23.38%	15.67%	15.76%	44,568	90,352	57,782
OTHER FINANCING USES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
TOTALS	65,294,224	73,319,567	74,595,187	74,554,550	30,762,384	43,832,803	41.24%	40.43%	41.34%	1,116,805	29,645,579	26,993,567

							December 31, 2022	December 31, 2021	December 31, 2020			
EXPENDITURES (PROGRAM SERIES)	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	% of Budget Expended	% of Actuals	% of Actuals	Current YTD vs. PYTD	December 31, 2021	December 31, 2020
SITE ADMINISTRATION	1,782,559	1,855,478	2,081,611	2,053,487	943,839	1,137,772	45.34%	48.93%	49.27%	35,899	907,941	878,201
DISTRICT ADMINISTRATION	2,143,369	1,865,832	2,037,190	1,211,557	1,015,790	1,021,400	49.86%	43.12%	52.64%	211,226	804,564	1,128,287
SUPPORT SERVICES	2,393,196	2,633,934	2,809,288	3,041,180	1,697,854	1,111,434	60.44%	59.80%	57.29%	122,741	1,575,113	1,371,056
REGULAR INSTRUCTION	27,799,860	29,101,959	30,822,553	30,770,341	10,690,845	20,131,708	34.69%	33.61%	34.77%	908,516	9,782,330	9,667,348
EXTRA-CURRICULAR ACTIVITES	845,030	983,301	999,373	1,054,306	482,302	517,071	48.26%	42.25%	40.93%	66,826	415,476	345,895
VOCATIONAL INSTRUCTION	457,380	785,186	815,988	727,161	204,052	611,936	25.01%	33.92%	33.07%	(62,321)	266,373	151,245
SPECIAL EDUCATION	11,761,573	12,646,379	13,949,234	13,549,532	5,049,482	8,899,752	36.20%	37.09%	36.73%	359,181	4,690,301	4,319,667
COMMUNITY SERVICES	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
INSTRUCTIONAL SUPPORT	4,551,070	5,360,857	4,984,232	5,370,840	3,003,404	1,980,828	60.26%	52.07%	58.31%	211,996	2,791,407	2,653,902
PUPIL SUPPORT SERVICES	6,736,524	10,205,505	8,350,275	8,633,114	3,536,681	4,813,594	42.35%	35.49%	37.68%	(84,744)	3,621,425	2,538,362
FACILITIES	6,499,064	7,514,652	7,360,043	7,735,961	3,733,215	3,626,828	50.72%	59.06%	56.10%	(704,568)	4,437,783	3,646,157
OTHER FINANCING USES	324,599	366,483	385,400	407,071	404,921	(19,521)	105.07%	96.28%	90.40%	52,054	352,866	293,447
TOTALS	65,294,224	73,319,567	74,595,187	74,554,550	30,762,384	43,832,803	41.24%	40.43%	41.34%	1,116,805	29,645,579	26,993,567

REVENUE & EXPENDITURE SUMMARY BY SOURCE, OBJECT SERIES & PROGRAM SERIES

RICHFIELD | December 31, 2022

ACTIVITY - OTHER FUNDS

	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Received YTD	Budget Remaining	December % of Budget Received	December % of Actuals	December % of Actuals	Current YTD vs. PYTD	December 31, 2021	December 31, 2020
REVENUE												
FOOD SERVICE	2,613,215	3,695,253	2,899,391	2,794,148	764,794	2,134,597	26.38%	23.86%	34.95%	(116,943)	881,737	913,211
COMMUNITY EDUCATION	1,892,291	2,075,910	2,025,109	2,342,494	1,371,726	653,383	67.74%	64.94%	63.75%	23,642	1,348,084	1,206,261
CONSTRUCTION	232,885	56,923	0	2,327,497	2,336,472	(2,336,472)	0.00%	94.07%	-51.83%	2,282,926	53,546	(120,712)
DEBT SERVICE	7,641,299	9,531,432	7,316,786	8,530,893	7,179,146	137,640	98.12%	98.49%	98.94%	(2,208,097)	9,387,243	7,560,437
TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	31,784
CUSTODIAL	9,151	9,632	6,100	9,041	4,480	1,620	73.44%	69.27%	0.07%	(2,192)	6,672	7
INTERNAL SERVICE	7,521,053	7,663,631	8,346,000	8,113,309	3,129,879	5,216,121	37.50%	38.53%	37.61%	176,965	2,952,914	2,828,399
OPEB REVOCABLE TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
OPEB IRREVOCABLE TRUST	100,761	(100,692)	80,000	437,694	355,128	(275,128)	443.91%	-61.43%	-27.69%	293,275	61,853	(27,898)
OPEB DEBT SERVICE	2,129,110	2,074,785	2,079,000	2,414,530	2,040,909	38,091	98.17%	97.98%	98.83%	8,013	2,032,896	2,104,163
TOTALS	22,139,765	25,006,874	22,752,386	26,969,606	17,182,534	5,569,852	75.52%	66.88%	65.47%	457,588	16,724,946	14,495,649

	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	December % of Budget Expended	December % of Actuals	December % of Actuals	Current YTD vs. PYTD	December 31, 2021	December 31, 2020
EXPENDITURES												
FOOD SERVICE	2,329,661	3,046,741	2,831,586	3,135,888	1,496,439	1,335,147	52.85%	38.94%	42.50%	310,037	1,186,402	990,078
COMMUNITY EDUCATION	2,026,134	2,254,992	1,947,714	1,993,538	888,902	1,058,812	45.64%	43.27%	40.69%	(86,918)	975,820	824,522
CONSTRUCTION	35,442,525	7,816,477	0	117,282	117,282	(117,282)	0.00%	77.49%	61.77%	(5,939,765)	6,057,047	21,892,296
DEBT SERVICE	7,246,938	9,714,349	7,256,038	7,358,584	2,342,490	4,913,548	32.28%	24.69%	33.09%	(56,040)	2,398,530	2,397,869
TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	26,171
CUSTODIAL	6,098	6,050	6,100	10,811	7,571	(1,471)	124.12%	100.00%	98.39%	1,521	6,050	6,000
INTERNAL SERVICE	7,805,471	9,798,093	8,608,605	9,437,253	4,616,750	3,991,855	53.63%	51.77%	51.29%	(455,993)	5,072,743	4,003,129
OPEB REVOCABLE TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
OPEB IRREVOCABLE TRUST	697,086	606,214	735,000	735,000	0	735,000	0.00%	0.00%	0.00%	0	0	0
OPEB DEBT SERVICE	2,021,775	2,033,025	2,027,600	2,028,182	148,975	1,878,625	7.35%	8.57%	9.82%	(25,275)	174,250	198,625
TOTALS	57,575,688	35,275,941	23,412,643	24,816,538	9,618,409	13,794,234	41.08%	44.99%	52.69%	(6,252,432)	15,870,842	30,338,690

SUMMARY - ALL FUNDS

	June 30, 2021	June 30, 2022	Adopted Budget	Projected End Of Year	YTD	Budget Remaining	December % of Budget Expended	December % of Actuals	December % of Actuals	Current YTD vs. PYTD	December 31, 2021	December 31, 2020
SUMMARY												
REVENUE	90,857,913	98,044,351	96,251,683	103,898,561	49,092,541	47,159,142	51.00%	47.79%	49.60%	2,235,190	46,857,350	45,065,727
EXPENDITURES	122,869,913	108,595,507	98,007,830	99,371,087	40,380,794	57,627,036	41.20%	41.91%	46.66%	(5,135,627)	45,516,421	57,332,257
SPENDING VARIANCE	(32,012,000)	(10,551,157)	(1,756,147)	4,527,474	8,711,747	N/A	N/A	N/A	N/A	7,370,817	1,340,930	(12,266,529)

RICHFIELD PUBLIC SCHOOLS

Investment Holdings as of

February 27, 2023

Description	Matures	Rate	Cost	General Operating	Custodial (Scholarships)	2018A Bond	OPEB Bond
VERITEX COMMUNITY BANK	09/19/23	4.52%	240,000.00	240,000.00	-	-	-
PENTAGON FEDERAL CREDIT UNION (183 day and	09/19/23	4.46%	760,000.00	760,000.00	-	-	-
SERVISFIRST BANK	12/19/23	4.72%	236,300.00	236,300.00	-	-	-
PENTAGON FEDERAL CREDIT UNION (183 day and	12/19/23	4.45%	1,263,700.00	1,263,700.00	-	-	-
PENTAGON FEDERAL CREDIT UNION (183 day and	01/25/24	4.46%	2,263,800.00	2,263,800.00	-	-	-
PENTAGON FEDERAL CREDIT UNION (183 day and	01/25/24	4.54%	236,200.00	236,200.00	-	-	-
MODERN BANK, NATIONAL ASSOCIATION	05/02/24	4.54%	233,000.00	233,000.00	-	-	-
US TREASURY N/B	06/30/23	0.25%	1,998,011.64	1,998,011.64	-	-	-
STATE BANK OF INDIA	11/29/23	0.40%	249,739.23	249,739.23	-	-	-
SYNCHRONY BANK	11/30/23	0.40%	249,739.23	249,739.23	-	-	-
CUSTOMERS BANK	05/06/24	4.52%	244,632.85	244,632.85	-	-	-
UBS BANK USA	05/09/24	4.55%	249,525.90	249,525.90	-	-	-
MN TRUST TERM SERIES	07/25/23	4.70%	1,000,000.00	1,000,000.00	-	-	-
MNTRUST – Term Series-Flex (PenFed C)	01/00/00	4.60%	7,261,727.73	7,261,727.73	-	-	-
US TREASURY N/B	03/31/23	1.58%	999,463.36	999,463.36	-	-	-
TREASURY BILL	03/02/23	3.61%	1,499,848.37	1,499,848.37	-	-	-
US TREASURY N/B	01/15/24	4.22%	1,499,025.00	1,499,025.00	-	-	-
T BANK, NA	11/01/23	4.53%	124,000.00	-	124,000.00	-	-
SALLIE MAE BANK/SALT LKE	08/25/23	0.30%	249,248.07	-	249,248.07	-	-
MNTRUST – Term Series-Flex (Western - C)	01/00/00	2.15%	957,786.23	-	-	957,786.23	-
HAWAII-FA-TXBL	10/01/23	1.62%	882,359.50	-	-	-	882,359.50
US TREASURY N/B	10/15/24	1.12%	527,929.69	-	-	-	527,929.69
FIRST INTERNET BANK OF INDIANA	09/30/26	4.00%	209,500.00	-	-	-	209,500.00
FIRST PRYORITY BANK	11/07/24	4.56%	226,800.00	-	-	-	226,800.00
KS STATEBANK / KANSAS STATE BANK OF MANHA	11/10/25	4.74%	212,900.00	-	-	-	212,900.00
BANK HAPOALIM	10/01/26	4.45%	206,700.00	-	-	-	206,700.00
US TREASURY N/B	09/30/25	4.41%	621,742.19	-	-	-	621,742.19
US TREASURY N/B	09/30/26	4.34%	789,398.44	-	-	-	789,398.44
GENERAL ELECTRIC CREDIT UNION	06/28/24	4.75%	233,950.00	-	-	-	233,950.00
ELGA CREDIT UNION	06/30/25	4.13%	226,750.00	-	-	-	226,750.00
Great Midwest Bank, S.S.B.	06/30/25	4.13%	227,400.00	-	-	-	227,400.00
FREDDIE MAC	09/23/25	1.60%	287,372.71	-	-	-	287,372.71
US TREASURY N/B	09/30/23	2.00%	731,132.81	-	-	-	731,132.81
NYC -TXBL -REF -D	08/01/24	0.38%	506,600.00	-	-	-	506,600.00
Total Investments Held			27,706,282.95	20,484,713.31	373,248.07	957,786.23	5,890,535.34

Consent Agenda – For Action

Agenda Item IV.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting February 21, 2023

Subject: PERSONNEL ITEMS

(Recommended by the superintendent)

That the board of education approve the following personnel items:

Management Team Resignation

Timecka Sanchez-Michaels – Human Resources Director
Effective 2/28/2023
Yrs. of Service: 3

Certified Full Time Retirement

Gay Tharp – Special Ed Teacher – Sheridan Hills Elementary School
Effective 6/9/2023
Yrs. of Service: 7

Jennifer Wagner – FACS Teacher – Richfield Senior High School
Effective 6/9/2023
Yrs. of Service: 19

Certified Full Time Retirement Correction

Diane Provost – Grade 1 – RSTEM Elementary
Effective 12/29/2023
Yrs. of Service: 33

Certified Full Time Resignation

Augustin Arias Cobos – Math Interventionist – Richfield Dual Language School
Effective 6/9/2023
Yrs. of Service: .5

Mara Ruiz Pena – Pre-Kindergarten – Richfield Dual Language School
Effective 06/09/2023
Yrs. of Service: 4

Victoria Mucha – Literacy Intervention – Richfield Middle School
Effective 1/18/2023
Yrs. of Service: 0

Classified Part Time Paraprofessional for Employment

Kenneth Stone – Special Education Paraprofessional – Richfield High School
Effective 2/15/2023

Taylor Wood – Special Education Paraprofessional – RSTEM Elementary
Effective 2/13/2023

Jamille Jackson – Paraprofessional – South Education Center
Effective 2/16/2023

Pedro Turiel Miranda – Paraprofessional – RTSEM Elementary
Effective 2/8/2023

Classified Full Time Facilities and Transportation for Employment

Rashaud Brown – Building Cleaner – Richfield Middle School
Effective 2/8/2023

Classified Part Time Food and Nutrition Resignation

Roberto Herrera Bello – Kitchen Assistant – Richfield High School
Effective 2/8/2023
Years of Service: 5 months

Consent Agenda – For Action

Agenda Item IV.C.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting March 6, 2023

Subject: PERSONNEL ITEMS

(Recommended by superintendent)

That the board of education approve the following personnel items:

Certified Full Time Probationary Year 1 of 3

Morgan Wetterberg – Special Education Behavioral Specialist – Richfield Senior High
Effective 2/13/2023

Certified Full Time Resignation

Kari Nelson – Media – Centennial Elementary School
Effective 3/31/2023

Yrs. of Service: 7

Mitchell Jacobson – Grade 4 – Sheridan Hills Elementary School
Effective 06/09/2023

Yrs. of Service: 17

Suad Jama – Special Education Lead – South Education Center
Effective 7/14/2023

Yrs. of Service: 2

Classified Part Time Paraprofessional for Employment

Jessica Gomez – Special Education Paraprofessional – RSTEM Elementary
Effective 2/27/2023

Classified Part Time Food and Nutrition for Employment

Edith Salazar – Kitchen Assistant – Richfield High School
Effective 02/27/2023

Pablo Estrada – Kitchen Assistant – Richfield Middle School
Effective 03/2/2023

Classified Part Time Paraprofessional for Retirement

Bonnie Johnson – Special Education Paraprofessional – Richfield Middle School
Effective 6/10/2023

Years of Service: 16

Jennifer Rutherford – Special Education Paraprofessional – South Education Center
Effective 06/9/2023

Years of Service: 4

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

Subject: Weapons on School Premises

(Recommended by the superintendent)

Passage upon a third read of Policy 111: Weapons on School Premises. This policy was brought to the board for a first read on 12/19/22 and a second read on 1/3/23. **Additional feedback was then obtained from students and families through the Safe & Supportive Schools Committee.**

This is a required policy that is primarily governed by statute. Edits have been included based on alignment to District branding and style guidelines as well as updates from the MSBA model policy. **Additional suggested changes based on the feedback from students and families remove certain exceptions and make the policy more stringent than criminal law with respect to students and school district employees.**

Attachments:

Policy 111: Weapons on School Premises - redlined
MSBA Model Policy 501: School Weapons Policy

RICHFIELD -PUBLIC -SCHOOLS

WEAPONS ON SCHOOL PREMISES

I. PURPOSE

The purpose of this policy is to assure a safe school environment for students, staff and the public.

II. GENERAL STATEMENT OF POLICY

No student or non-student, including adults and visitors, shall possess, use or distribute a weapon when in a school location except as provided in this policy. ~~The school district~~ Richfield Public Schools will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school employee, volunteer, or member of the public who violates this policy.

III. DEFINITION

A. "Weapon"

1. A "weapon" means any object, device or instrument ~~that is~~ designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; ~~numchucks~~ nunchucks; throwing stars; explosives; fireworks; mace and other propellants; stunguns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.
2. No person shall possess, use or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.
3. No person shall use articles designed for other purposes (i.e., lasers, laser pointers, belts, combs, pencils, files, scissors, etc.), to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

- B. "School Location" includes any school building or grounds, whether leased, rented, owned or controlled by the school, locations of school activities or trips, bus stops, school buses or school vehicles, school-contracted vehicles, the area of entrance or departure from school

premises or events, all locations where school-related functions are conducted, and anywhere students are under the jurisdiction of the ~~school district~~District.

- C. "Possession" means having a weapon on one's person or in an area subject to one's control in a school location.

D. "Dangerous Weapon" means any firearm, whether loaded or unloaded, or any device designed as a weapon and capable of producing death or great bodily harm, any combustible or flammable liquid or other device or instrumentality that, in the manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm, or any fire that is used to produce death or great bodily harm. As used in this definition, "flammable liquid" means any liquid having a flash point below 100 degrees Fahrenheit and having a vapor pressure not exceeding 40 pounds per square inch (absolute) at 100 degrees Fahrenheit but does not include intoxicating liquor. As used in this subdivision, "combustible liquid" is a liquid having a flash point at or above 100 degrees Fahrenheit.

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IV. EXCEPTIONS

- A. A student who finds a weapon on the way to school or in a school location, or a student who discovers that ~~he or she~~they accidentally ~~has~~ have a weapon in ~~his or her~~their possession, and takes the weapon immediately to the principal's office shall not be considered to possess a weapon. If it would be impractical or dangerous to take the weapon to the principal's office, a student shall not be considered to possess a weapon if ~~he or she~~they immediately turns the weapon over to an administrator, teacher or head coach or immediately notifies an administrator, teacher or head coach of the weapon's location.
- B. It shall not be a violation of this policy if a nonstudent (or student where specified) falls within one of the following categories:
1. active licensed peace officers;
 2. military personnel, ~~or students~~ or nonstudents participating in military training, who are on duty performing official duties;
 3. persons authorized to carry a pistol under Minn. Stat. § 624.714 while in a motor vehicle or outside of a motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle;
 4. persons who keep or store in a motor vehicle pistols in accordance with Minn. Stat. §§ 624.714 or 624.715 or other firearms in accordance with § 97B.045;

- a. Section § 624.714 specifies procedures and standards for obtaining pistol permits and penalties for the failure to do so. Section § 624.715 defines an exception to the pistol permit requirements for "antique firearms which are carried or possessed as curiosities or for their historical significance or value."
 - b. Section § 97B.045 generally provides that a firearm may not be transported in a motor vehicle unless it is (1) unloaded and in a gun case without any portion of the firearm exposed; (2) unloaded and in the closed trunk; or (3) a handgun carried in compliance with §§ 624.714 and 624.715.
- ~~5. firearm safety or marksmanship courses, including the trapshooting team, or activities for students or nonstudents conducted on school property; official activities of the trapshooting team taking place at approved locations not on school property;~~
6. possession of dangerous weapons, BB guns, or replica firearms by a ceremonial color guard;
- ~~7. a gun or knife show held on school property;~~
8. possession of ~~dangerous weapons, BB guns, or~~ replica firearms for the purpose of a student theatrical performance with written permission of the ~~principal or other person having general control and supervision of the school or the director of a child care center; superintendent or designee~~ or
9. persons who are on unimproved property owned or leased by a child care center, school or school district unless the person knows that a student is currently present on the land for a school-related activity.

C. Policy Application to Instructional Equipment/Tools

While the District does not allow the possession, use, or distribution of weapons by students or nonstudents, such a position is not meant to interfere with instruction or the use of appropriate equipment and tools by students or nonstudents. Such equipment and tools, when properly possessed, used, and stored, shall not be considered in violation of the rule against the possession, use, or distribution of weapons. However, when authorized instructional and work equipment and tools are used in a potentially dangerous or threatening manner, such possession and use will be treated as the possession and use of a weapon.

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D. Firearms in School Parking Lots and Parking Facilities

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A school district may not prohibit the lawful carry or possession of firearms in a school parking lot or parking facility. For purposes of this policy, the "lawful" carry or possession of a firearm in a school parking lot or parking facility is specifically limited to nonstudent permit-holders authorized under Minn. Stat., Section § 624.714, to carry a pistol in the interior of a vehicle or outside the motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle. Any possession or carry of a firearm beyond the immediate vicinity of a permit-holder's vehicle shall constitute a violation of this policy.

V. CONSEQUENCES FOR WEAPON POSSESSION / USE / DISTRIBUTION BY STUDENTS

- A. ~~The school district~~Richfield Public Schools does not allow the possession, use or distribution of weapons by students. Consequently, the minimum consequence for students willfully possessing, using or distributing weapons shall include:

1. immediate out-of-school suspension;
2. confiscation of the weapon;
3. immediate notification of police;
4. parent or guardian notification; and
5. recommendation to the superintendent of dismissal for not to exceed one year.

- B. Pursuant to Minnesota law, a student who brings a firearm, as defined by federal law, to school will be expelled for at least one year. The school board may modify this requirement on a case-by-case basis.

- C. The building principal shall refer a student who brings a firearm to school unlawfully to the appropriate law enforcement or judicial system agency as soon as practicable. All staff interactions with law enforcement must follow Policy 977: Cooperation with Law Enforcement, including all provisions relating to notification of parent/guardians.

- ~~GD.~~ Administrative Discretion

While the ~~school district~~District does not allow the possession, use, or distribution of weapons by students, the superintendent may use discretion in determining whether, under the circumstances, a course of action other than the minimum consequences specified above is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.

VI. CONSEQUENCES FOR WEAPON POSSESSION / USE / DISTRIBUTION BY NONSTUDENTS

- A. Employees

1. An employee who violates the terms of this policy is subject to disciplinary action, including non-renewal, suspension, or discharge as deemed appropriate by the school board.
2. Sanctions against employees, including non-renewal, suspension, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and ~~school district~~District policies.

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3. When an employee violates the weapons policy, law enforcement may be notified, as appropriate.

B. Other non-students

1. Any member of the public who violates this policy shall be informed of the policy and asked to leave the school location. Depending on the circumstances, the person may be barred from future entry to school locations. In addition, if the person is a student in another school district, that school district may be contacted concerning the policy violation.
2. If appropriate, law enforcement will be notified of the policy violation by the member of the public and may be asked to provide an escort to remove the member of the public from the school location.

VII. REPORTS OF DANGEROUS WEAPON INCIDENTS IN SCHOOL ZONES

The District must electronically report to the Minnesota Commissioner of Education incidents involving the use or possession of a dangerous weapon in school zones, as required under Minnesota Statutes section 121A.06.

Legal References:

Minn. Stat. §§ 121A.40-121A.56. (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.44 (expulsion for possession of firearm)
Minn. Stat. § 121A.05 (referral to police)
Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
Minn. Stat. § 152.01, subd. 14(a) (Definition of a School Zone)
Minn. Stat. § 609.66 (dangerous weapons)
Minn. Stat. § 609.605 (trespass)
Minn. Stat. § 609.02, Subd. 6 (definitions of dangerous weapon)
Minn. Stat. § 97B.045 (transportation of firearms)
Minn. Stat. § 624.714 (carrying of weapons without permit penalties)
Minn. Stat. § 624.715 (exemptions; antiques and ornaments)
18 U.S.C. § 921 (definition of firearm)
In re C.R.M. 611 N.W.2d 802 (Minn. 2000)
In re A.D., 883 N.W.2d 251 (Minn. 2016)

Cross References: Board Policy 541 - Student Behavior

Board Policy 977: Cooperation with Law Enforcement Agencies
MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 525 (Violence Prevention)

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2 ~~ADOPTED-RATIFIED~~ BY THE BOARD OF EDUCATION: April 16, 2001
3 ~~REVIEWED AND~~ REAFFIRMED BY THE BOARD OF EDUCATION November
4 14, 2011
5 REVISED BY THE BOARD OF EDUCATION: December 2, 2003
6 March 6, 2017

Adopted: _____

MSBA/MASA Model Policy 501

Orig. 1995

Revised: _____

Rev. 2021

501 SCHOOL WEAPONS POLICY

[Note: School districts are required by statute to have a policy addressing these issues. ATTENTION: This policy incorporates certain provisions of the Minnesota Citizens' Personal Protection Act (often referred to as the "conceal and carry" law).]

I. PURPOSE

The purpose of this policy is to assure a safe school environment for students, staff and the public.

II. GENERAL STATEMENT OF POLICY

No student or nonstudent, including adults and visitors, shall possess, use, or distribute a weapon when in a school location except as provided in this policy. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school employee, volunteer, or member of the public who violates this policy.

III. DEFINITIONS

A. "Weapon"

1. A "weapon" means any object, device or instrument designed as a weapon or through its use is capable of threatening or producing bodily harm or which may be used to inflict self-injury including, but not limited to, any firearm, whether loaded or unloaded; airguns; pellet guns; BB guns; all knives; blades; clubs; metal knuckles; numchucks; throwing stars; explosives; fireworks; mace and other propellants; stunguns; ammunition; poisons; chains; arrows; and objects that have been modified to serve as a weapon.
2. No person shall possess, use, or distribute any object, device or instrument having the appearance of a weapon and such objects, devices or instruments shall be treated as weapons including, but not limited to, weapons listed above which are broken or non-functional, look-alike guns; toy guns; and any object that is a facsimile of a real weapon.
3. No person shall use articles designed for other purposes (i.e., lasers or laser pointers, belts, combs, pencils, files, scissors, etc.), to inflict bodily harm and/or intimidate and such use will be treated as the possession and use of a weapon.

B. "School Location" includes any school building or grounds, whether leased, rented, owned or controlled by the school, locations of school activities or trips, bus stops, school buses or school vehicles, school-contracted vehicles, the area of entrance or departure from school premises or events, all locations where school-related functions are conducted, and anywhere students are under the jurisdiction of the school district.

C. "Possession" means having a weapon on one's person or in an area subject to one's control in a school location.

D. "Dangerous Weapon" means any firearm, whether loaded or unloaded, or any device

designed as a weapon and capable of producing death or great bodily harm, any combustible or flammable liquid or other device or instrumentality that, in the manner it is used or intended to be used, is calculated or likely to produce death or great bodily harm, or any fire that is used to produce death or great bodily harm. As used in this definition, "flammable liquid" means any liquid having a flash point below 100 degrees Fahrenheit and having a vapor pressure not exceeding 40 pounds per square inch (absolute) at 100 degrees Fahrenheit but does not include intoxicating liquor. As used in this subdivision, "combustible liquid" is a liquid having a flash point at or above 100 degrees Fahrenheit.

IV. EXCEPTIONS

- A. A student who finds a weapon on the way to school or in a school location, or a student who discovers that he or she accidentally has a weapon in his or her possession, and takes the weapon immediately to the principal's office shall not be considered to possess a weapon. If it would be impractical or dangerous to take the weapon to the principal's office, a student shall not be considered to possess a weapon if he or she immediately turns the weapon over to an administrator, teacher or head coach or immediately notifies an administrator, teacher or head coach of the weapon's location.
- B. It shall not be a violation of this policy if a nonstudent (or student where specified) falls within one of the following categories:
 - 1. active licensed peace officers;
 - 2. military personnel, or students or nonstudents participating in military training, who are on duty performing official duties;
 - 3. persons authorized to carry a pistol under Minnesota Statutes section 624.714 while in a motor vehicle or outside of a motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle;
 - 4. persons who keep or store in a motor vehicle pistols in accordance with Minnesota Statutes section 624.714 or 624.715 or other firearms in accordance with Minnesota Statutes section 97B.045;
 - a. Section 624.714 specifies procedures and standards for obtaining pistol permits and penalties for the failure to do so. Section 624.715 defines an exception to the pistol permit requirements for "antique firearms which are carried or possessed as curiosities or for their historical significance or value."
 - b. Section 97B.045 generally provides that a firearm may not be transported in a motor vehicle unless it is (1) unloaded and in a gun case without any portion of the firearm exposed; (2) unloaded and in the closed trunk; or (3) a handgun carried in compliance with Sections 624.714 and 624.715.
 - 5. firearm safety or marksmanship courses or activities for students or nonstudents conducted on school property;
 - 6. possession of dangerous weapons, BB guns, or replica firearms by a ceremonial color guard;
 - 7. a gun or knife show held on school property;

8. possession of dangerous weapons, BB guns, or replica firearms with written permission of the principal or other person having general control and supervision of the school or the director of a child care center; or
9. persons who are on unimproved property owned or leased by a child care center, school or school district unless the person knows that a student is currently present on the land for a school-related activity.

[Note: Nothing prevents a school district from being more stringent in its weapons policy with respect to students and school district employees than the criminal law, except that the school district may not prohibit the lawful carry or possession of firearms in a parking facility or parking area. Although some school districts may choose to incorporate all of the exceptions to the criminal law, other school districts may choose either not to incorporate some or all of the exceptions or to further limit them. For example, a school district may choose to require written permission from the superintendent, not just a principal, for someone to possess a dangerous weapon in a school location. This would impose a more stringent requirement than the exceptions to the general prohibition of having a weapon on school grounds set forth in Minnesota Statutes, section 609.66, Subdivision 1d (f) listed in Section IV.B. above. However, a school district may not regulate firearms, ammunition, or their respective components, when possessed or carried by nonstudents or nonemployees, in a manner that is inconsistent with Minnesota Statutes, section 609.66, Subdivision 1d.]

C. Policy Application to Instructional Equipment/Tools

While the school district does not allow the possession, use, or distribution of weapons by students or nonstudents, such a position is not meant to interfere with instruction or the use of appropriate equipment and tools by students or nonstudents. Such equipment and tools, when properly possessed, used, and stored, shall not be considered in violation of the rule against the possession, use, or distribution of weapons. However, when authorized instructional and work equipment and tools are used in a potentially dangerous or threatening manner, such possession and use will be treated as the possession and use of a weapon.

D. Firearms in School Parking Lots and Parking Facilities

A school district may not prohibit the lawful carry or possession of firearms in a school parking lot or parking facility. For purposes of this policy, the "lawful" carry or possession of a firearm in a school parking lot or parking facility is specifically limited to nonstudent permit-holders authorized under Minnesota Statutes section 624.714 to carry a pistol in the interior of a vehicle or outside the motor vehicle for the purpose of directly placing a firearm in, or retrieving it from, the trunk or rear area of the vehicle. Any possession or carry of a firearm beyond the immediate vicinity of a permit-holder's vehicle shall constitute a violation of this policy.

V. CONSEQUENCES FOR STUDENT WEAPON POSSESSION/USE/ DISTRIBUTION

- A. The school district does not allow the possession, use, or distribution of weapons by students. Consequently, the minimum consequence for students willfully possessing, using, or distributing weapons shall include:
 1. immediate out-of-school suspension;
 2. confiscation of the weapon;

3. immediate notification of police;
 4. parent or guardian notification; and
 5. recommendation to the superintendent of dismissal for a period of time not to exceed one year.
- B. Pursuant to Minnesota law, a student who brings a firearm, as defined by federal law, to school will be expelled for at least one year. The school board may modify this requirement on a case-by-case basis.
- C. The building principal shall, as soon as practicable, refer to the criminal justice or juvenile delinquency system, as appropriate, a student who brings a firearm to school unlawfully.
- D. Administrative Discretion

While the school district does not allow the possession, use, or distribution of weapons by students, the superintendent may use discretion in determining whether, under the circumstances, a course of action other than the minimum consequences specified above is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.

VI. CONSEQUENCES FOR WEAPON POSSESSION/USE/DISTRIBUTION BY NONSTUDENTS

A. Employees

1. An employee who violates the terms of this policy is subject to disciplinary action, including nonrenewal, suspension, or discharge as deemed appropriate by the school board.
2. Sanctions against employees, including nonrenewal, suspension, or discharge shall be pursuant to and in accordance with applicable statutory authority, collective bargaining agreements, and school district policies.
3. When an employee violates the weapons policy, law enforcement may be notified, as appropriate.

[Note: An employer may establish policies that restrict the carry or possession of firearms by its employees while acting in the course and scope of employment. Employment-related sanctions may be invoked for a violation. Thus, for example, reasonable limitations may be imposed on the method of storing firearms by permit-holding employees while at work or performing employment-related duties. Reasonable limitations may include requiring firearms to have trigger locks and to be stored in a locked container or locked compartment of the vehicle.]

B. Other Nonstudents

1. Any member of the public who violates this policy shall be informed of the policy and asked to leave the school location. Depending on the circumstances, the person may be barred from future entry to school locations. In addition, if the person is a student in another school district, that school district may be contacted concerning the policy violation.
2. If appropriate, law enforcement will be notified of the policy violation by the

member of the public and may be asked to provide an escort to remove the member of the public from the school location.

VII. REPORTS OF DANGEROUS WEAPON INCIDENTS IN SCHOOL ZONES

The school district must electronically report to the Minnesota Commissioner of Education incidents involving the use or possession of a dangerous weapon in school zones, as required under Minnesota Statutes section 121A.06.

Legal References: Minn. Stat. § 97B.045 (Transporting Firearms)
Minn. Stat. § 121A.05 (Policy to Refer Firearms Possessor)
Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.44 (Expulsion for Possession of Firearm)
Minn. Stat. § 152.01, subd. 14(a) (Definition of a School Zone)
Minn. Stat. § 609.02, subd. 6 (Definition of Dangerous Weapon)
Minn. Stat. § 609.605 (Trespass)
Minn. Stat. § 609.66 (Dangerous Weapons)
Minn. Stat. § 624.714 (Carrying of Weapons without Permit; Penalties)
Minn. Stat. § 624.715 (Exemptions; Antiques and Ornaments)
18 U.S.C. § 921 (Definition of Firearm)
In re C.R.M., 611 N.W.2d 802 (Minn. 2000)
In re A.D., 883 N.W.2d 251 (Minn. 2016)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 525 (Violence Prevention)
MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites)

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

Subject: Pay-to-Ride Service

(Recommended by the superintendent)

Passage upon a third read of Policy 743: Pay-to-Ride Service & Administrative Guideline 743.1. Changes have been included to adhere to District branding and style guidelines and to clarify language around eligibility.

Background Information:

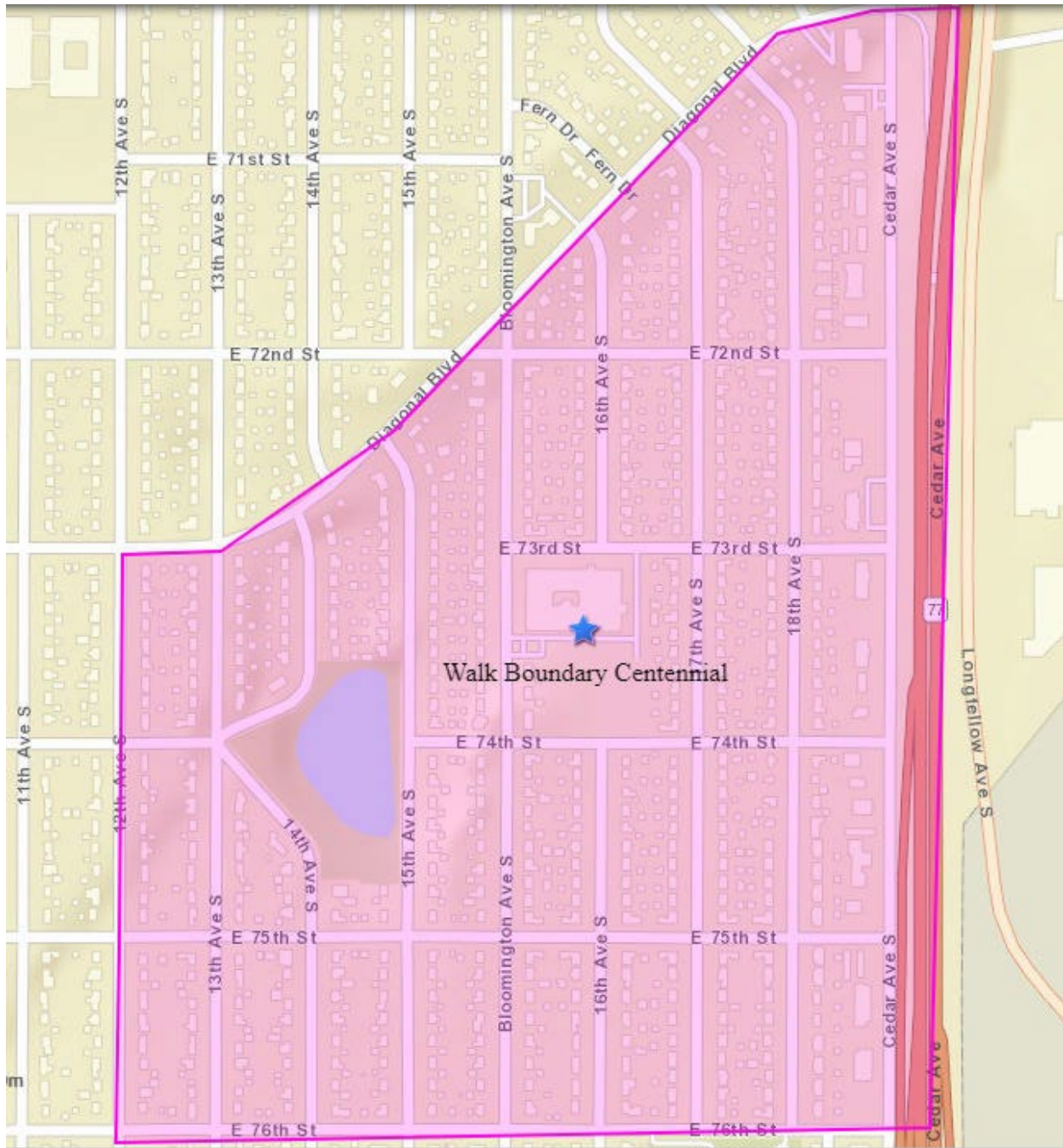
(Prepared by Dan Kretsinger & Will Wlitzlo)

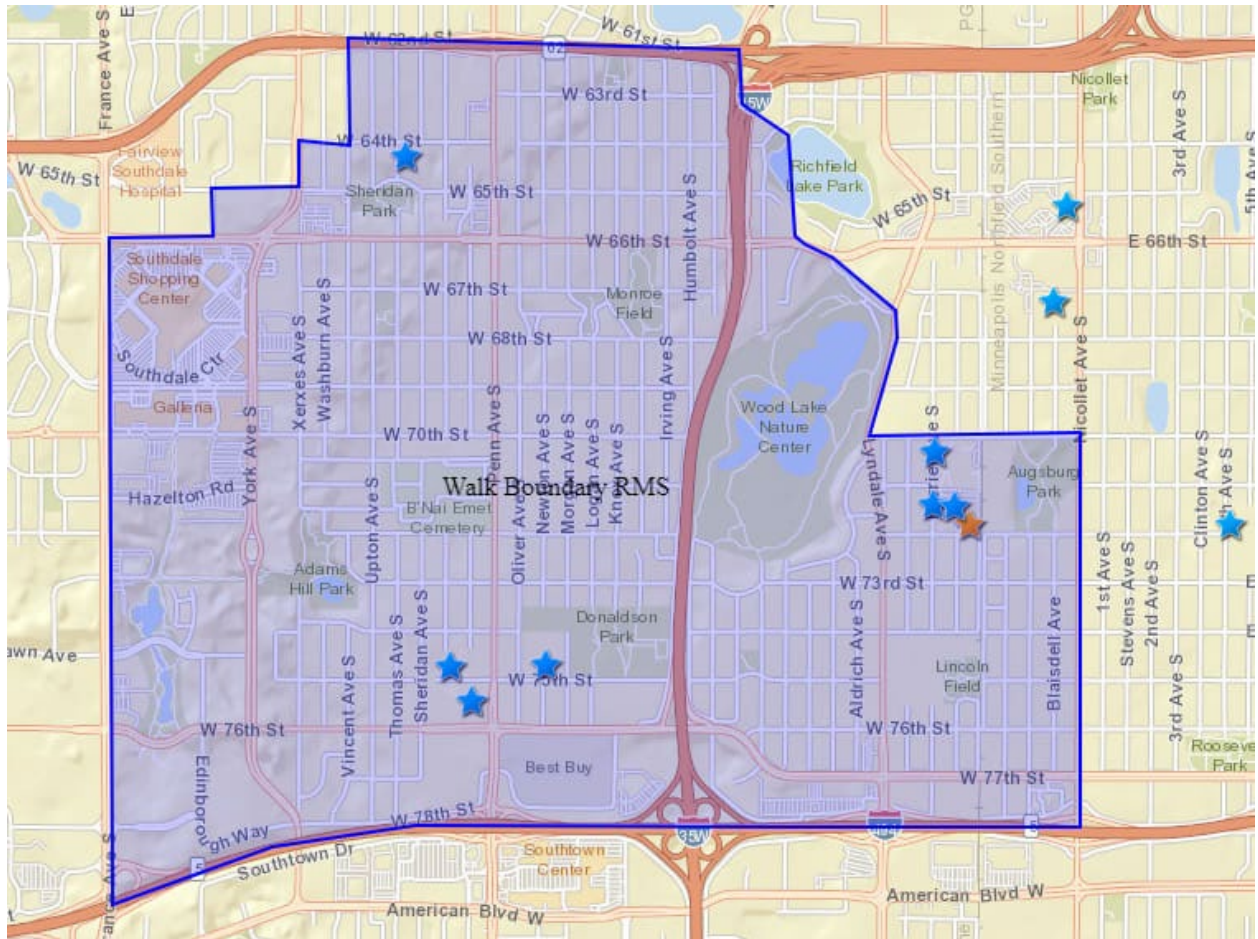
RPS currently has two buses dedicated to pay-to-ride routes and five additional buses that serve pay-to-ride students alongside other students. **RMS currently has 54 pay-to-ride students, and RHS has 76.** No changes to service are recommended at this time. Though we have the equipment capacity to provide three routes beyond what we are currently providing, we do not have additional drivers to support this. **RPS currently only has 20 available drivers, 8 of whom serve as bus drivers even though their primary job is custodial or administrative.** The unceasing and widespread bus driver shortage indicates that increasing service will not be feasible.

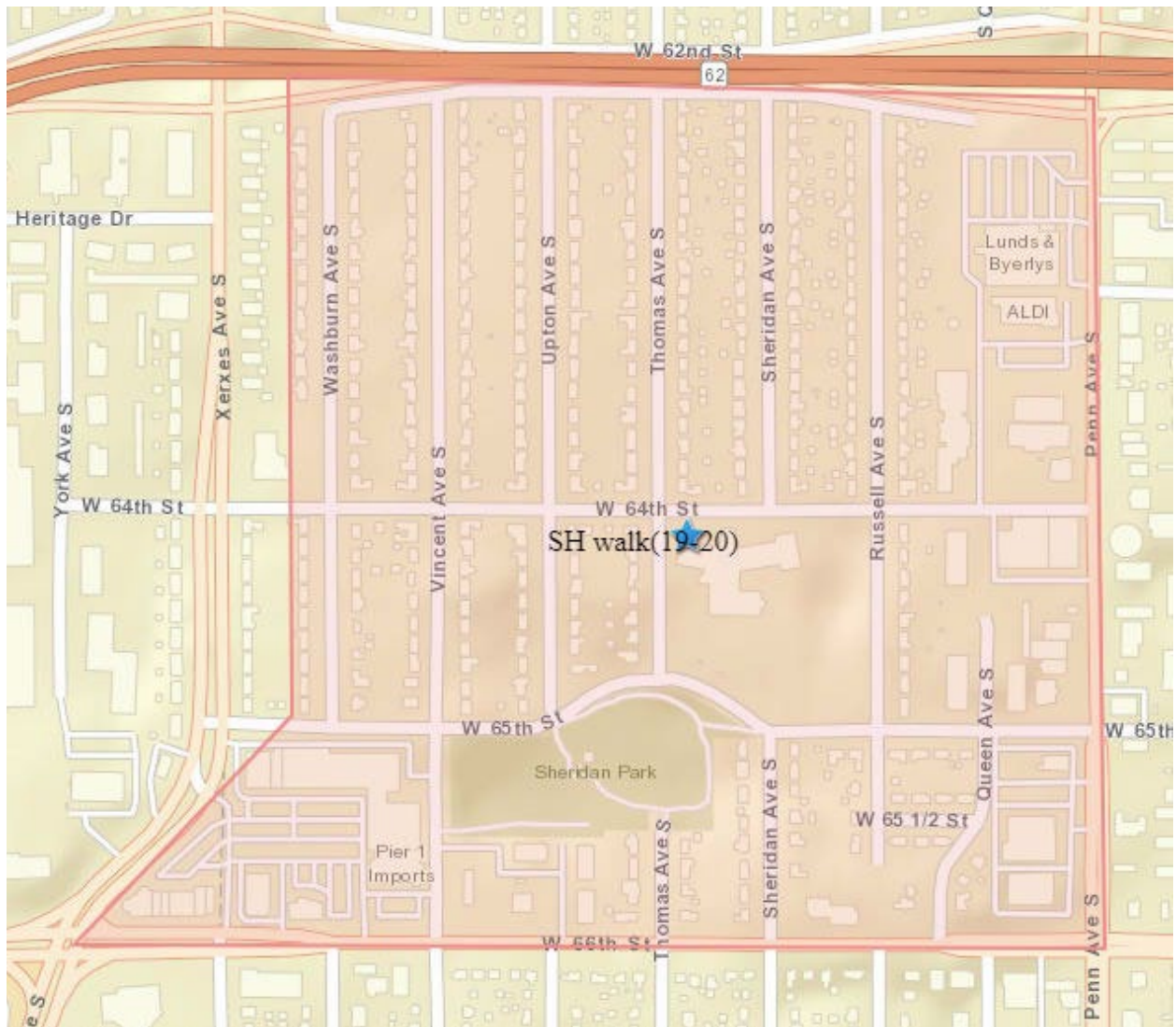
The walk zone maps for each school are available on the District website and copied below. The hazardous boundaries that have been set for the elementary schools provide for very manageable walk zones at that level. At Centennial, approximately 46% of students live within the walk boundaries. At RDLS & STEM, approximately 17-18%, and at Sheridan Hills approximately 8%.

The walk zones at RMS and RHS leave a greater opportunity for increasing bus service in the future if bus driver shortages improve. Currently about 30-40 students bike to RMS in fall and spring, and about 60 students walk. At RHS about 50-60 students bike to school in fall and spring, and about 100-120 students walk. At RMS about 25% of students live within the walk boundary, and about 62% of RHS students live within the walk boundary.

Administrative Guideline 743.1: Pay-to-Ride Service – redlined







RICHFIELD PUBLIC SCHOOLS

PAY-TO-RIDE SERVICE

I. PURPOSE

This policy pertains to ~~pay-to-ride~~Pay To Ride transportation service provided during the regular school year when the public school is in session. Separate transportation arrangements may be provided for programs offered outside the regular school year.

II. GENERAL STATEMENT OF POLICY

~~The school district~~Richfield Public Schools may provide transportation to students not eligible for regular to and from school transportation in accordance with Minnesota Statute 123B.36 that authorizes charging a fee for service.

Pay-~~To-Ride~~ride service eligibility shall be determined by ~~district~~District administration based upon sufficient time and space availability for servicing non-eligible students on transportation equipment it would normally have in use on the average school day. However, additional buses may be placed into operation to service ~~pay-to-ride~~Pay To Ride students when there are sufficient applicants to cover the added cost.

In general, bus routes shall not be lengthened or otherwise altered to accommodate ~~pay-to-ride~~Pay To Ride students. Students may have to walk up to three quarters of a mile to access the bus ride.

The superintendent is directed to develop the necessary procedures with a fee schedule that shall provide a discount for the servicing of students who have qualified for ~~the Federal Free or Reduced Lunch Program~~free or reduced price meals according to federal child nutrition programs income eligibility guidelines to implement this service. The procedure shall provide for a family cap that will charge the pay-to-ride fee to no more than two students per family.

Legal References: Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 123B.49 (Extra Curricular Transportation)
Minn. Stat. § 123B.86 (Equal Treatment)
Minn. Stat. § 123B.88 (Transportation)
Minn. Stat. § 123B.92 (Transportation Aid & Entitlement)

Cross References: Board Policy 653 (Field Trips)
Board Policy 541 (Student Behavior)
Board Policy 742 (Student Transportation)

1	Board Policy 744 (Co-curricular and Athletic <u>Activities</u>
2	Transportation)
3	

~~ADOPTED-RATIFIED~~ BY BOARD OF EDUCATION: -November 21, 1988

~~REVIEWED AND~~ REAFFIRMED: -September 16, 1996; May 1, 2006; February 20, 2007~~;~~ April 21, 2008~~;~~ April 20, 2009~~;~~ April 19, 2010~~;~~ May 2, 2011~~;~~ May 7, 2012~~;~~ February 19, 2013~~;~~ March 3, 2014~~;~~ March 2, 2015

REVISED: April 21, 1997~~;~~ March 18, 2002~~;~~ November 4, 2003~~;~~ June 12, 2017

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RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINES

PAY-TO-RIDE SERVICE

I. INTRODUCTION

The purpose of these administrative guidelines is to assist in the implementation of Board Policy 743: ~~pertaining to~~ Pay-To-Ride ~~service~~ Service.

II. ELIGIBLE STUDENTS

All public ~~and non-public students (grades K-5) residing less than one mile from school or~~ students ~~(in~~ grades 6-12) residing less than two miles from school who are not eligible for regular to and from school or hazardous transportation service are eligible for pay-to-ride service when available.

III. DETERMINATION OF SPACE AVAILABLE

A. The determination of available space shall be those non-obligated seats aboard buses servicing the immediate area, not exceeding the following limits per bus:

<u>77 PASSENGER BUS CAPACITY</u>		<u>89 PASSENGER BUS CAPACITY</u>
Grades K--5:	72 students	89 students
Grades 6--8:	66 students	76 students
Grades 9--12:	54 students	61 students

B. Eligible regular transported students shall take priority over ~~pay-to-ride~~ Pay-To-Ride students when considering available space.

C. Issuance of seating for ~~pay-to-ride~~ Pay-To-Ride students will be determined on a first come, first serve basis. All applications will be stamped with the date and time received.

D. Buses may be added to service ~~Pay-To-Ride~~ pay-to-ride students when there are at least forty qualified students in a concentrated area.

IV. CONTRACTUAL AGREEMENTS

Applicants must submit the fee with the completed contract to be considered for the ~~Pay-To-Ride~~ pay-to-ride service.

A. Determination of fees

1. Services are to be paid in advance on an annual basis.

2. The ~~Pay-To-Ride~~pay-to-ride rate shall be \$300 per student for the school year with services beginning the first day of school.
3. A minimum fee of \$165 per student will be charged for ~~Pay-To-Ride~~pay-to-ride service beginning no later than the first week of November through ~~Spring~~spring Breakrecess. The annual fee must be paid in full before service will commence.
4. Pay-to-~~Ride~~ride rates will be adjusted based on the student's ~~and/or family's~~ eligibility ~~to participate in the National School Lunch Program (i.e. free or reduced lunch)~~to receive free or reduced price meals according to federal child nutrition programs income eligibility guidelines.
The complete rate schedule is as follows:

Full Year

Regular			Reduced Lunch			Free Lunch		
Min/Max	Standard	Early Bird	Min/Max	Standard	Early Bird	Min/Max	Standard	Early Bird
\$66/\$600	\$300	\$275	\$50/\$450	\$225	\$210	\$36/\$324	\$162	\$150

Winter

Regular			Reduced Lunch			Free Lunch		
Min/Max	Standard	Early Bird	Min/Max	Standard	Early Bird	Min/Max	Standard	Early Bird
\$66/\$300	\$165	\$150	\$50/\$250	\$125	\$110	\$36/\$180	\$90	\$80

4. Contracts are not transferable by the parent-/guardian.
5. A family fee cap is applicable. The family must pay the full fee for each of the first two students from the same family. No additional fee will be assessed for registering more than two students from the same family. The family can apply this "first-two-full-pay" rule to either whole year transportation or to ~~Winter~~winter only transportation.
6. ~~Early bird pricing~~ will be available to all students and/or families who have submitted the ~~Pay-to-Ride~~pay-to-ride contract before the early bird deadline. The early bird deadline will be established annually, at the discretion of the District.

B. Cancellation of contract

1. Cancellation of the service may be effected by the District upon five (5) days written notice for any of the following reasons:

- a. The district may cancel service resulting from a student's lack of bus safety--discipline or a subsequent determination of time and space available.
 - b. If the student limit per bus is exceeded, the ~~Pay To Ride~~pay-to-ride service will be canceled until such time that space is again determined to be available.
 - c. Services may be canceled due to NSF (non-sufficient funds) checks.
 - d. When a determination is made that service must be discontinued for a student out of a group of ~~Pay To Ride~~pay-to-ride students because of time and space availability, the criteria for retention will be as follows:
 - (1) The date and time stamp on original application.
 - (2) The contract of greater length.
 - (3) The student walking the greater distance as measured by the transportation office.
2. Contracts canceled by the ~~school-district~~District due to disciplinary reasons shall not be considered renewable during the same fiscal year.
- C. Reimbursement for discontinued contracts
1. If the ~~school-district~~District cancels services due to lack of space, it will prorate reimbursement based on the number of days the contract has been in effect.
 2. The ~~school-district~~District will prorate reimbursement for students terminating their contract during the year, based on the number of days the contract has been in effect.
 3. The ~~School~~-District will not reimburse the parent--guardian for those days the student is absent, suspended from transportation service or for emergency school closings, etc.
 4. Reimbursements will be processed annually.
- D. The transportation office will process ~~Pay To Ride~~pay-to-ride contracts with services no later than the first week of October.

V DESIGNATION OF BUS STOP

- A. As a general rule, existing bus stops will be used by ~~Pay To Ride~~pay-to-ride students to access a ride to school.

- B. The maximum walk distance to access the bus stop shall be up to three quarters of a mile.
- C. The ~~Pay To Ride~~pay-to-ride student will be issued a bus pass and will be required to show the pass daily to the bus driver when boarding.

VI. ~~ABILITY TO PAY~~

~~The student of a parent / guardian applying and qualifying for the Free or Reduced Lunch Program and providing the verification of income shall be eligible for a reduced fee.~~

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Legal References: Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 123B.49 (Extra Curricular Transportation)
Minn. Stat. § 123B.86 (Equal Treatment)
Minn. Stat. § 123B.88 (Transportation)
Minn. Stat. § 123B.92 (Transportation Aid & Entitlement)

Cross References: Board Policy 653 (Field Trips)
Board Policy 541 (Student Behavior)
Board Policy 742 (Transportation)
Board Policy 744 (Co-curricular and Athletic Transportation)

Dated: April 21, 1997
Reviewed: February 20, 2007, April 19, 2010, May 2, 2011, May 7, 2012,
February 19, 2013, March 2, 2015
Revised: November 6, 2001, March 18, 2002, November 3, 2003, March 1,
2004, May 1, 2006, April 21, 2008, April 20, 2009, March 3, 2014,
June 12, 2017

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OLD BUSINESS – FOR REVIEW

Agenda Item V.C.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

Subject: Chemical Use/Abuse

(Recommended by the superintendent)

A second read of Policy 110: Chemical Use/Abuse. Changes have been included based on input from staff, students and families, as well as updates to statute and alignment with District branding and style guidelines.

Attachments:

Policy 110: Chemical Use/Abuse – redlined
MSBA Model Policy 417: Chemical Use and Abuse

RICHFIELD PUBLIC SCHOOLS
CHEMICAL USE/ABUSE

I. PURPOSE

The school board recognizes that chemical use and abuse constitutes a great threat to the physical and mental ~~well-being~~ of students and employees and significantly impedes the learning process. The school board recognizes the significant problems created by chemical use and abuse in society in general. The school board believes that ~~the public school~~ Richfield Public Schools has a role in education, intervention, and prevention of chemical use and abuse. The purpose of this policy is to assist the ~~school district~~ District in its goal to prevent chemical use and abuse by providing procedures for education and intervention.

II. GENERAL STATEMENT OF POLICY

- A. Use or possession of controlled substances, medical cannabis, toxic substances, and alcohol before, during or after school hours, at school or in any other school location, is prohibited ~~in the school setting~~ in accordance with ~~school district policies with respect to~~ Board Policy 104: Drug-Free Workplace/Drug-Free School.
- B. ~~It is the policy of this school district to provide an instructional program in every elementary and secondary school in chemical abuse and the prevention of chemical dependency. The District shall develop, implement and evaluate comprehensive programs and activities that foster safe, healthy, supportive and drug-free environments that support student academic achievement.~~
- C. ~~The school district shall establish and maintain in every school a chemical abuse pre-assessment team. The team is~~ School administrators are responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported ~~cases~~ incidents.
- ~~D. It will be the responsibility of the superintendent, with the advice of the school board, to establish a school and community advisory team to address chemical abuse problems in the district.~~
- E. The ~~school district~~ District shall establish ~~and maintain a drug-free awareness program to educate and assist for its employees, students and others in understanding this policy and the goals of achieving drug-free schools and workplaces.~~

III. DEFINITIONS

A. "Chemical abuse," as applied to students, means use of any psychoactive or mood-altering chemical substance, without compelling medical reason, in a manner that induces mental, emotional, or physical impairment and causes socially dysfunctional or socially disordering behavior, to the extent that the student's normal function in academic, school, or social activities is chronically impaired.

~~B. "Chemicals" includes but is not limited to alcohol, medical cannabis, toxic substances, and controlled substances as defined in school board policy Drug-Free Workplace/Drug-Free School.~~

~~C. "Use" includes to sell, buy, manufacture, distribute, dispense, use, or be under the influence of alcohol and/or controlled substances, whether or not for the purpose of receiving remuneration.~~

~~D. "School district location" includes any school building or on any school premises; on any school-owned vehicle or in any other school-approved vehicle used to transport students to and from school or school activities; off school property at any school sponsored or school-approved activity, event or functions, such as a field trip or athletic event, where students are under the jurisdiction of the school district; or during any period of time such employee is supervising students on behalf of the school district or otherwise engaged in school district business.~~

~~B. "Controlled substances," as applied to the chemical abuse assessment of students, means a drug, substance, or immediate precursor in Schedules 1 through V of Minnesota Statutes section 152.02 and "marijuana" as defined in Minnesota Statutes section 152.01, subdivision 9 but not distilled spirits, win, malt beverages, intoxicating liquors or tobacco. As otherwise defined by this policy, "controlled substances" include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substances as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code section 812, including analogues and look-alike drugs.~~

~~C. "Drug prevention" means prevention, early intervention, rehabilitation referral, recovery support services, or education related to the illegal use of drugs, such as raising awareness about the consequences of drug use that are evidence based.~~

IV. STUDENTS

A. ~~Instruction~~Programs and Activities.

~~1. Every school shall provide an instructional program in chemical abuse and the prevention of chemical dependency. The school district may involve parents, students, health care professionals, state department staff, and members of the community in developing the curriculum. The District~~

shall develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievement. The programs and activities may include, among other programs and activities, drug prevention activities and evidence-based programs to educate students against the use of alcohol, tobacco, marijuana, smokeless tobacco products, and electronic cigarettes.

2. Each school shall have age-appropriate, developmentally based drug and alcohol prevention and education programs for all students, starting in elementary school, that:

- a. address the legal, social, personal and health consequences of the use of chemicals
- b. promote a sense of individual responsibility
- c. and teach students to recognize social pressure to use drugs illegally and provide information about effective techniques for resisting peer pressure to use chemicals
- d. teach about the dangers of emerging drugs
- e. engage students in the learning process
- f. reinforce and build upon activities taught at earlier grades-

~~3. Each school shall have drug abuse resistance education programs, designed to teach students to recognize and resist pressures to use alcohol or other drugs, which may include activities such as classroom instruction by uniformed law enforcement officers, resistance techniques, resistance to peer pressure and gang pressure, and provisions for parental involvement.~~

B. Pre-assessment Student Teacher Assistance Team (STAT)

1. ~~Every school shall have a chemical abuse pre-assessment team designated by the superintendent or designee.~~ The team ~~will~~ may be composed of classroom teachers, administrators, and other appropriate professional staff to the extent they exist in each school, such as school nurse, school counselor or psychologist, social worker, ~~chemical abuse specialist~~, or others.
2. The team is responsible for addressing reports of ~~chemical abuse problems and making recommendations for appropriate responses to the individual reported cases~~ students whose academic performance is being negatively affected by repeated incidents of using, possessing, or transferring alcohol or a controlled substance while on school premises or involved in school-related activities.
3. Within 45 days after receiving an individual reported case, the team shall make a determination whether to provide the student and, in the case of a minor, the student's parents with information about school and community services in connection with chemical abuse. As appropriate, the team may recommend drug prevention activities

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such as counseling, mentoring, referral services, and other student assistance practices and programs.

C. Reports of Use, Possession or Transfer of Alcohol or a Controlled Substance
Chemical Use/Abuse

- ~~1. In the event that a school district employee knows a student is abusing, possessing, transferring, distributing or selling chemicals in a school location, the employee shall immediately either take the student to an administrator or notify an appropriate administrator of the observation and continue to observe the student until the administrator arrives.~~
- ~~2. The administrator will notify the student's parents. If there is a medical emergency, the administrator will notify the school nurse and/or outside medical personnel as appropriate.~~
- ~~3. The administrator will notify law enforcement officials, the student's counselor, and the chemical pre-assessment team.~~
- ~~4. The administrator and/or law enforcement officials will confiscate the chemicals and/or conduct a search of the student's person, effects, locker, vehicle, or areas within the student's control in accordance with school board policies regarding search and seizure.~~
- ~~5. Students involved in the abuse, possession, transfer, distribution or sale of chemicals shall be suspended in compliance with student discipline policy and the Pupil Fair Dismissal Act, Minn. State. §121A.40-121A.56, and may be proposed for expulsion. The school may also make a referral to a detoxification center or medical center.~~
- ~~6. If a school district employee has reason to believe a student is abusing, possessing, transferring, distributing, or selling chemicals, the employee shall notify the building administrator or a member of the pre-assessment team and shall describe the basis for suspicion. The building administrator and/or team will determine what action should be taken. Action may include conducting an investigation, gathering data, scheduling a conference with the student or parents, or providing a meeting between a single member of the team and the student to discuss the behaviors that have been reported and attempting to ascertain facts regarding chemical use.~~
- ~~7. The team may determine there is no chemical use. If the team determines there is chemical use, the team will select an appropriate course of action, which may include referral to a school counselor; referral to a treatment program; referral for screening, assessment, and treatment planning; participation in support groups; or other appropriate measures.~~

8. ~~In the event that an employee knows or has reason to believe a student is involved in distribution or sale of chemicals in a school location, the employee will either take the student to an appropriate administrator or will notify an administrator and continue observation until the administrator arrives.~~

91. Any District staff member who knows or has reason to believe that a student is using, possessing, or transferring alcohol or a controlled substance while on school premises or involved in school-related activities, shall notify a school administrator as soon as practicable.

2. Each school will have a method for students to anonymously report when they have knowledge that a student is using, possessing, or transferring alcohol or a controlled substance while on school premises or involved in school-related activities.

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3. In responding to incidents of students using, possessing, or transferring alcohol or a controlled substance while on school premises or involved in school-related activities, school administrators will consider:

- a. The type of substance
- b. Whether or not transfer or sale of the substance has occurred
- c. Mental health needs of the student(s)
- d. Any previous incidents that have occurred with the student(s)
- e. Alternatives to punitive discipline that may be appropriate, such as community service

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2. ~~The administrator shall notify law enforcement officials and parents of the known attempt to abuse, possess, transfer, distribute, or sell chemicals. Students involved in use, possession, transfer, distribution or receiving sale of chemicals shall may be suspended and/or proposed for expulsion in compliance with the student discipline policy Board Policy 541: Student Behavior and the Pupil Fair Dismissal Act, Minn. Stat. §§121A.40 - 121A.45-56 and proposed for expulsion. Students who participate in activities governed by the Minnesota State High School League will also be subject to regulations and/or penalties covered in the league rules.~~

403. Searches by District officials in connection with the abuse, possession, or transfer, sale, or distribution of chemicals of alcohol or a controlled substance will be conducted in accordance with school board policies related to search and seizure Board Policy 543: Search of Student Lockers, Desks, Personal Possessions, Student's Person, Motor Vehicles and All Other Locations.

4. Nothing in paragraph IV.C.1. prevents a teacher or any other school employee from reporting to a law enforcement agency any violation

of law occurring on school premises or at school sponsored events.
All staff interactions with law enforcement must follow Policy 977:
Cooperation with Law Enforcement, including all provisions relating
to notification of parent/guardians.

V. DATA PRACTICES

- A. Student data may be disclosed without consent in health and safety emergencies pursuant to Minn. Stat. § 13.32 and applicable federal law and regulations. ~~Student data shall be disclosed to the Juvenile Justice System as required by Minn. Stat. § 13.32, subd. 8 (as amended, Minnesota Statutes 2000) and as otherwise permitted or required by state or federal law.~~
- B. Destruction of records
1. If the ~~pre-assessment~~STAT team decides not to provide a student and, in the case of a minor, the student's parents with information about school or community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the determination is made.
 2. If the team decides to provide the student or parents with such information, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the student is no longer enrolled in the district.
 3. ~~This section shall govern destruction~~Destruction of records identifying individual students shall be governed by paragraph V.B. notwithstanding ~~provisions of the Records Management Act, Minn. Stat. § 138.163 (Preservation and Disposal of Public Records).~~

VI. CONSENT

Any minor may give effective consent for medical, mental and other health services to determine the presence of or to treat conditions associated with alcohol and other drug abuse, and the consent of no other person is required.

~~VII. SCHOOL AND COMMUNITY ADVISORY TEAM~~

- ~~A. The superintendent and school board shall establish a school and community advisory team to address chemical abuse problems. The advisory team will be composed of representatives from the school pre-assessment teams to the extent possible, law enforcement agencies,~~

~~county attorney's office, social service agencies, chemical abuse treatment programs, parents, and the business community.~~

~~B. The advisory team shall:~~

~~1. build awareness of the problem within the community, identify available treatment and counseling programs for students and develop good working relationships and enhance communication between the schools and other community agencies; and~~

~~2. develop a written procedure clarifying the notification process to be used by the chemical abuse pre-assessment team when a student is believed to be in possession of or under the influence of alcohol or a controlled substance. The procedure must include contact with the student, and the student's parents or guardian in the case of a minor student.~~

VII. FAMILIES

A. The District will make information available to families regarding the comprehensive programs and activities offered that foster safe, healthy, supportive and drug-free environments that support student academic achievement.

B. The District will make information available to families with the goal of partnering to prevent student use, possession, or transfer of alcohol or a controlled substance while on school premises or involved in school-related activities.

C. The District will assist families in locating resources for treatment of addiction as appropriate.

VIII. EMPLOYEES

A. The ~~superintendent or designee shall undertake and maintain~~District shall establish a drug-free awareness ~~and prevention~~ program to inform employees, ~~students, and others~~ about:

1. The dangers ~~and health risks of chemical~~of drug abuse in the workplace/~~school~~.

2. ~~The school district's drug-free workplace/drug-free school policy-Board Policy 104: Drug-Free Workplace/Drug-Free School.~~

3. Any available drug ~~or alcohol~~ counseling, ~~treatment~~, rehabilitation, ~~re-entry~~ and/or employee assistance programs ~~available to employees and/or students.~~

4. The penalties that may be imposed on employees for drug abuse violations.

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- B. The ~~superintendent or designee~~District shall notify ~~any~~ federal granting agency required to be notified under the Drug-Free Workplace Act ~~of 1988~~ within ten (10) days after receiving notice ~~from the employee or otherwise receiving actual notice~~ of any criminal drug statute conviction ~~of an employee for violation of a criminal drug statute~~ occurring in the workplace. ~~To facilitate the giving of such notice, any employee award of such a conviction shall report the same to the superintendent.~~

Legal References:

~~Minn. Stat. § 13.32 (Educational Data)~~
~~Minn. Stat. § 121A.25-121A.29 (Chemical Abuse)~~
~~Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)~~
~~Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)~~
~~Minn. Stat. § 124D.695 (Approved Recovery Program Funding)~~
~~Minn. Stat. § 126C.44 (Safe Schools Levy)~~
~~Minn. Stat. § 138.163 (Preservation and Disposal of Public Records)~~
~~Minn. Stat. § 144.343 (Pregnancy, Venereal Disease, Alcohol or Drug Abuse, Abortion)~~
~~Minn. Stat. § 152.01 (Definitions)~~
~~Minn. Stat. § 152.02 (Schedules of Controlled Substances; Administration of Chapter)~~
~~Minn. Stat. § 152.22 (Definitions; Medical Cannabis)~~
~~Minn. Stat. § 152.23 (Limitations; Medical Cannabis)~~~~Minn. Stat. § 299A.33 (DARE Program)~~
~~Minn. Stat. § 466.07, subd. 1 (Indemnification Required)~~
~~Minn. Stat. § 609.101, subd. 3(e) (Controlled Substance Offenses; Minimum Fines)~~
~~20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)~~
~~20 U.S.C. §§ 7101-7122 (Student Support and Academic Enrichment Grants)~~
~~20 U.S.C. § 5812 (National Education Goals)~~
~~20 U.S.C. § 7175 (Local Activities)~~
~~41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)~~
~~34 C.F.R. Part 84 (Government-Wide Requirements for Drug-Free Workplace)~~
~~Minn. Stat. § 13.32 (Educational Data)~~
~~_____ Minn. Stat. § 121A.25-29 (Chemical Abuse)~~
~~_____ Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)~~
~~_____ Minn. Stat. § 138.163 (Records Management Act)~~
~~_____ Minn. Stat. § 144.343 (Pregnancy, Venereal Disease, Alcohol or Drug Abuse, Abortion)~~
~~_____ Minn. Stat. § 152.22 (Medical Cannabis; Definitions)~~
~~_____ Minn. Stat. § 152.23 (Medical Cannabis; Limitations)~~
~~_____ 20 U.S.C. § 232g (Family Educational Rights and Privacy Act)~~
~~20 U.S.C. §§ 7101-7165 (Safe and Drug-Free Schools and Communities Act)~~
~~_____ 41 U.S.C. §§ (Drug-Free Workplace Act)~~
~~34 C.F.R. Part 84 (Government wide Requirements for Drug-Free Workplace)~~

Cross Reference:

Board Policy 104—: Drug-Free Workplace/Drug-Free School
Board Policy 404—: Drug and Alcohol Testing
Board Policy 541—: Student Behavior
Board Policy 543—: Search of Student Lockers, Desks,

Personal Possessions ~~and~~ Student's Person, Motor
Vehicles, and All Other Locations
Board Policy 581 ~~—~~ Protection and Privacy of Pupil Records

~~ADOPTED-RATIFIED~~ BY THE BOARD OF EDUCATION: _____ November 6, 2000
~~REVIEWED AND~~ REAFFIRMED BY THE BOARD OF EDUCATION: _____ November
14, 2011
REVISED BY THE BOARD OF EDUCATION: _____ December 7, 2004, ~~—~~ April 3, 2017

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Adopted: _____

MSBA/MASA Model Policy 417

Orig. 1995

Revised: _____

Rev. 2022

417 CHEMICAL USE AND ABUSE

[Note: This policy reflects mandatory provisions of state and federal law and is not discretionary.]

I. PURPOSE

The school board recognizes that chemical use and abuse constitutes a grave threat to the physical and mental well-being of students and employees and significantly impedes the learning process. Chemical use and abuse also creates significant problems for society in general. The school board believes that the public school has a role in education, intervention, and prevention of chemical use and abuse. The purpose of this policy is to assist the school district in its goal to prevent chemical use and abuse by providing procedures for education and intervention.

II. GENERAL STATEMENT OF POLICY

- A. Use or possession of controlled substances, toxic substance, medical cannabis, and alcohol before, during, or after school hours, at school or in any other school location, is prohibited in accordance with school district policies with respect to a Drug-Free Workplace/Drug-Free School.
- B. The school district shall develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievement.
- C. Every school that participates in a school district chemical abuse program shall establish a chemical abuse preassessment team. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported cases.
- D. The school district shall establish a drug-free awareness program for its employees.

[Note: School districts are required to establish a drug-free awareness program for school district employees pursuant to the Drug-Free Workplace Act. In addition, state law requires that the written districtwide school discipline policy must include procedures for detecting and addressing chemical abuse problems of a student while on the school premises. Further, school districts are required to develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievement if receiving funding under the federal Student Support and Academic Enrichment Grants law.]

III. DEFINITIONS

- A. "Chemical abuse," as applied to students, means use of any psychoactive or mood-altering chemical substance, without compelling medical reason, in a manner that induces mental, emotional, or physical impairment and causes socially dysfunctional or socially disordering behavior, to the extent that the minor's normal function in academic, school, or social activities is chronically impaired.
- B. "Controlled substances," as applied to the chemical abuse assessment of students, means a drug, substance, or immediate precursor in Schedules I through V of Minnesota Statutes section 152.02 and "marijuana" as defined in Minnesota Statutes section 152.01, subdivision 9 but not distilled spirits, wine, malt beverages, intoxicating liquors or tobacco. As otherwise defined in this policy,

“controlled substances” include narcotic drugs, hallucinogenic drugs, amphetamines, barbiturates, marijuana, anabolic steroids, or any other controlled substance as defined in Schedules I through V of the Controlled Substances Act, 21 United States Code section 812, including analogues and look-alike drugs.

- C. “Drug prevention” means prevention, early intervention, rehabilitation referral, recovery support services, or education related to the illegal use of drugs, such as raising awareness about the consequences of drug use that are evidence based.
- D. “Teacher” means all persons employed in a public school or education district or by a service cooperative as members of the instructional, supervisory, and support staff including superintendents, principals, supervisors, secondary vocational and other classroom teachers, librarians, counselors, school psychologists, school nurses, school social workers, audio-visual directors and coordinators, recreation personnel, media generalists, media supervisors, and speech therapists.

IV. STUDENTS

A. Districtwide School Discipline Policy

Procedures for detecting and addressing chemical abuse problems of a student while on school premises are included in the districtwide school student discipline policy.

B. Programs and Activities

- 1. The school district shall develop, implement, and evaluate comprehensive programs and activities that foster safe, healthy, supportive, and drug-free environments that support student academic achievements. The programs and activities may include, among other programs and activities, drug prevention activities and programs that may be evidence based, including programs to educate students against the use of alcohol, tobacco, marijuana, smokeless tobacco products, and electronic cigarettes.
- 2. As part of its drug-free programs, the school district may implement the drug abuse resistance education program (DARE) that enables peace officers to undergo the training to teach a curriculum on drug abuse resistance in schools.

C. Reports of Use, Possession, or Transfer of Alcohol or a Controlled Substance

- 1. A teacher in a nonpublic school participating in a school district chemical use program, or a public school teacher, who knows or has reason to believe that a student is using, possessing, or transferring alcohol or a controlled substance while on the school premises or involved in school-related activities, shall immediately notify the school's chemical abuse preassessment team, or staff member assigned duties similar to those of such a team, of this information.

[Note: School districts are not required to participate in a chemical abuse program or establish a chemical abuse preassessment team pursuant to state law. Schools are required to have procedures for detecting student chemical abuse and can obtain federal funding if they establish drug prevention, detection, intervention, and recovery support services. Thus, it is recommended that schools establish these programs and activities. For those schools that do not establish a chemical abuse preassessment team, those obligations could be assigned to a specified staff member such as a school counselor or administrator.]

- 2. Students involved in the abuse, possession, transfer, distribution, or sale of chemicals

may be suspended and proposed for expulsion in compliance with the student discipline policy and the Pupil Fair Dismissal Act, Minnesota Statutes section 121A.40-121A.56, and proposed for expulsion.

3. Searches by school district officials in connection with the use, possession, or transfer of alcohol or a controlled substance will be conducted in accordance with school board policies related to search and seizure.
4. Nothing in paragraph IV.B.1. prevents a teacher or any other school employee from reporting to a law enforcement agency any violation of law occurring on school premises or at school sponsored events.

D. Preassessment Team

1. Every school that participates in a school district chemical abuse program shall establish a chemical abuse preassessment team designated by the superintendent or designee. The team must be composed of classroom teachers, administrators, and to the extent they exist in the school, school nurse, school counselor or psychologist, social worker, chemical abuse specialist, and other appropriate professional staff. For schools that do not have a chemical abuse program and team, the superintendent or designee will assign these duties to a designated school district employee.
2. The team is responsible for addressing reports of chemical abuse problems and making recommendations for appropriate responses to the individual reported cases.
3. Within forty-five (45) days after receiving an individual reported case, the team shall make a determination whether to provide the student and, in the case of a minor, the student's parents with information about school and community services in connection with chemical abuse.

E. Data Practices

1. Student data may be disclosed without consent in health and safety emergencies pursuant to Minnesota Statutes section 13.32 and applicable federal law and regulations.

2. Destruction of Records

- a. If the preassessment team decides not to provide a student and, in the case of a minor, the student's parents with information about school or community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the determination is made.
- b. If the team decides to provide the student and, in the case of a minor or a dependent student, the student's parents with information about school or community services in connection with chemical abuse, records created or maintained by the team about the student shall be destroyed not later than six (6) months after the student is no longer enrolled in the district.
- c. Destruction of records identifying individual students shall be governed by paragraph IV.E.2. notwithstanding Minnesota Statutes section 138.163 (Preservation and Disposal of Public Records).

F. Consent

Any minor may give effective consent for medical, mental, and other health services to determine the presence of or to treat conditions associated with alcohol and other drug abuse, and the consent of no other person is required.

[Note: State law permits schools to provide these services to minor students without the consent of a parent. If, however, a school district provides these or other services pursuant to a grant received under the Student Support and Academic Enrichment Grants law, this funding could be jeopardized if the requirements of federal law, to obtain prior written, informed consent from the parent of each child who is under 18 years of age is not obtained.]

V. EMPLOYEES

- A. The school district shall establish a drug-free awareness program to inform employees about:
 - 1. The dangers of drug abuse in the workplace.
 - 2. The school district's policy of maintaining a drug-free workplace.
 - 3. Available drug counseling, rehabilitation, and employee assistance programs.
 - 4. The penalties that may be imposed on employees for drug abuse violations.
- B. The school district shall notify a federal granting agency required to be notified under the Drug-Free Workplace Act within ten (10) days after receiving notice from the employee or otherwise receiving actual notice of any criminal drug statute conviction occurring in the workplace.

Legal References:

- Minn. Stat. § 13.32 (Educational Data)
- Minn. Stat. § 121A.25-121A.29 (Chemical Abuse)
- Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)
- Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
- Minn. Stat. § 124D.695 (Approved Recovery Program Funding)
- Minn. Stat. § 126C.44 (Safe Schools Levy)
- Minn. Stat. § 138.163 (Preservation and Disposal of Public Records)
- Minn. Stat. § 144.343 (Pregnancy, Venereal Disease, Alcohol or Drug Abuse, Abortion)
- Minn. Stat. § 152.01 (Definitions)
- Minn. Stat. § 152.02 (Schedules of Controlled Substances; Administration of Chapter)
- Minn. Stat. § 152.22 (Definitions; Medical Cannabis)
- Minn. Stat. § 152.23 (Limitations; Medical Cannabis)
- Minn. Stat. § 299A.33 (DARE Program)
- Minn. Stat. § 466.07, subd. 1 (Indemnification Required)
- Minn. Stat. § 609.101, subd. 3(e) (Controlled Substance Offenses; Minimum Fines)
- 20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)
- 20 U.S.C. §§ 7101-7122 (Student Support and Academic Enrichment Grants)
- 20 U.S.C. § 5812 (National Education Goals)
- 20 U.S.C. § 7175 (Local Activities)
- 41 U.S.C. §§ 8101-8106 (Drug-Free Workplace Act)
- 34 C.F.R. Part 84 (Government-Wide Requirements for Drug-Free Workplace)

Cross References:

- MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
- MSBA/MASA Model Policy 416 (Drug and Alcohol Testing)
- MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug Free School)
- MSBA/MASA Model Policy 419 (Tobacco-Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices; Vaping Awareness and Prevention Instruction)
- 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 527 (Student Use and Parking of Motor Vehicles; Patrols, Inspections, and Searches)

NEW BUSINESS – FOR ACTION

Agenda Item VI.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

Subject: Open Meetings and Closed Meetings

(Recommended by the superintendent)

Passage upon a single read of Policy 208: Open Meetings and Closed Meetings. This policy was recently revised by the board on May 16, 2022. One change to the order of business at regular meetings has been included.

Attachments:

Policy 208: Open Meetings and Closed Meetings - redlined

RICHFIELD PUBLIC SCHOOLS

OPEN MEETINGS AND CLOSED MEETINGS

I. PURPOSE

A. The school board embraces accountability and transparency in the conduct of its business, in the belief that openness produces better programs, more efficient administration of programs, and an organization more responsive to public interest and less susceptible to private interest. The school board shall conduct its business under a presumption of openness. At the same time, the school board recognizes and respects the privacy rights of individuals as provided by law. The school board also recognizes that there are certain exceptions to the Minnesota Open Meeting Law as recognized in statute where it has been determined that, in limited circumstances, the public interest is best served by closing a meeting of the school board.

B. The purpose of this policy is to provide guidelines to assure the rights of the public to be present at school board meetings, while also protecting an individual's rights to privacy under law, and to close meetings when the public interest so requires as recognized by law.

II. GENERAL STATEMENT OF POLICY

A. Except as otherwise expressly provided by statute, all meetings of the school board, including executive sessions, shall be open to the public.

B. Meetings shall be closed only when expressly authorized by law.

III. DEFINITION

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

District advisory committees have not been designated decision making authority by the board, and, as such, do not meet the definition of a "meeting" as stated in this policy.

IV. PROCEDURES

A. Regular Meetings

1. Normally, regular meetings of the school board shall be held on the first and third Mondays of each month at 7 p.m. in the boardroom of the District Office, 401 70th Street West. Meetings may be held in the high school auditorium in the case of meeting attendance that exceeds the capacity of the boardroom.

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

3. Order of Business at Regular Meetings

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

I. CALL TO ORDER

II. REVIEW AND APPROVAL OF AGENDA

III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

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

IV. CONSENT AGENDA

- A. Routine Matters
- B. Personnel Items

V. OLD BUSINESS

VI. NEW BUSINESS

VII. ADVANCE PLANNING

- A. Legislative Update
- B. Information and Questions from Board

C. Suggested Agenda Items

D. Future Meeting Dates

~~D. Suggested Agenda Items~~

VIII. ADJOURNMENT

B. Special Meetings

1. A special board meeting is one called at times other than a regular or recessed board meeting for the purpose of considering items that are specific in nature. Special meetings may be called by the chair or the clerk or any combination of three members of the board. The superintendent shall be notified of all special meetings by the chair, or in the absence of the chair, by the clerk.
2. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the door of the boardroom, as well as on the district website. The school board's actions at the special meeting are limited to those topics included in the notice.
3. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings.
4. This notice shall be posted and mailed or delivered at least three days before the date of the meeting. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district..
5. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.
6. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than 60 days before the expiration date of request for notice, the school board shall send notice of re-filing requirement to each person who filed during the preceding year.
7. Order of Business at Special Meetings

At special meetings the order of business shall be as follows unless otherwise ordered by a unanimous vote of the board members present:

- I. CALL TO ORDER
- II. PRESENTATION OF ITEMS TO BE CONSIDERED
- III. ADJOURNMENT

C. Emergency Meetings

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

D. Recessed or Continued Meetings

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

E. Actual Notice

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

F. Meetings during Pandemic or Chapter 12 Emergency

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

G. Meetings by Interactive Technology

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

V. VOTES

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

VI. MEETING AGENDA

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

VII. WRITTEN MATERIALS

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

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

VIII. DATA

A. Meetings may not be closed to discuss data that are not public data, except as provided under Minnesota law.

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

- 1 C. Data discussed at an open meeting retain the data's original
2 classification; however, a record of the meeting, regardless of form,
3 shall be public.
4

5 IX. CLOSED SESSIONS
6

7 The school board shall provide notice of a closed session just as for an open
8 meeting. A school board meeting may be closed only after a majority vote at
9 a public meeting. Before closing a meeting, the school board shall state on
10 the record the specific authority permitting the meeting to be closed and shall
11 describe the particular subject to be discussed.
12

13 All closed sessions, except those closed as permitted by the attorney-client
14 privilege and mediation meetings closed by the Bureau of Mediation
15 Services, must be electronically recorded at the expense of the District.
16 Unless otherwise provided by law, the recordings must be preserved for at
17 least three years after the date of the meeting.
18

19 The school board may meet in closed session for one or more of the
20 following reasons as permitted by law:
21

22 A. Labor Negotiations
23

- 24 1. The school board may decide to hold a closed session to
25 consider strategy for labor negotiations, including negotiation
26 strategies or developments or discussion and review of labor
27 negotiation proposals, conducted pursuant to Minnesota's
28 Public Employment Labor Relations Act (PELRA).
29
30 2. A written roll of school board members and all other persons
31 present at the closed meeting shall be made available to the
32 public after the closed meeting. The proceedings shall be
33 electronically recorded, and the recording shall be preserved for
34 two years after the contract discussed at the meeting is signed.
35 The recording shall be made available to the public after all
36 labor contracts are signed by the school board for the current
37 budget period.
38

39 B. Sessions Closed by Bureau of Mediation Services
40

41 All negotiations, mediation sessions, and hearings between the school
42 board and its employees or their respective representatives are public
43 meetings. Mediation meetings may be closed only by the
44 Commissioner of the Bureau of Mediation Services (BMS). The use of
45 recording devices, stenographic records, or other recording methods
46 are prohibited in mediation meetings closed by the BMS.
47

48 C. Preliminary Consideration of Allegations or Charges
49

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. The recording of these proceedings is not available to the public.

D. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. The recording of these proceedings is not available to the public.

E. Attorney-Client Privilege Meeting

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

F. Dismissal Hearing

1. A hearing on dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.
2. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the student, parent or guardian requests an open hearing.

In the case of a closed session, the recording of these proceedings is not available to the public.

G. Coaches; Opportunity to Respond

1. If the school board has declined to renew the coaching contract of a licensed or nonlicensed head varsity coach, it must notify the coach within fourteen (14) days of that decision.
2. If the coach requests the reasons for the nonrenewal, the school board must give the coach its reasons in writing within ten (10) days of receiving the request. While the school board takes seriously any feedback given by parents/guardians, the existence of parent/guardian complaints must not be the sole reason for the school board not to renew a coaching contract.
3. On the request of the coach, the school board must provide the coach with a reasonable opportunity to respond to the reasons at a school board meeting.
4. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by Minn. Stat. § 13D.05, Subd. 2, to discuss educational or certain other nonpublic data.

In the case of a closed session, the recording of these proceedings is not available to the public.

H. Meetings to Discuss Certain Not Public Data

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

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

I. Purchase and Sale of Property

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

c. to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

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

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

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

J. Security Matters

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

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

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

4. The recording must be preserved for at least four years.

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)

Minn. Stat. Ch. 13D (Open Meeting Law Minn. Stat. § 121A.47, Subd. 5 (Student Dismissal Hearing)

Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)

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

19 **Cross References:**

20 Board Policy 203: Organization of the Board of Education
21 Board Policy 206: Negotiations with Employee Groups
22 Board Policy 216: Public Comment – Participation in School Board
23 Meeting/Complaints about Persons at School Board Meeting
24 and Data Privacy Considerations
25 Board Policy 412: Public and Private Personnel Data
26 Board Policy 581: Protection and Privacy of Pupil Records
27
28

29 RATIFIED BY THE BOARD OF EDUCATION: January 22, 1996
30

31 REVISED BY THE BOARD OF EDUCATION: September 5, 2000; June 18, 2002;
32 August 7, 2006; February 21, 2012; September 17, 2012; March 7, 2016; May 16,
33 2022

NEW BUSINESS – FOR REVIEW

Agenda Item VI.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

Subject: Public Comment

(Recommended by the superintendent)

A first read of Policy 216: Public Comment & Administrative Guidelines 216.1, 216.2 & 216.3. The administrative guidelines were updated on September 17, 2021. However, the policy has not yet been reviewed or revised since its ratification on October 16, 2017.

Attachments:

Policy 216: Public Comment

Administrative Guideline 216.1

Administrative Guideline 216.2

Administrative Guideline 216.3

MSBA Model Policy 206: Public Participation in School Board Meetings

RICHFIELD PUBLIC SCHOOLS

216 - PUBLIC COMMENT

**PARTICIPATION IN SCHOOL BOARD MEETINGS/COMPLAINTS ABOUT PERSONS
AT SCHOOL BOARD MEETINGS 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 need to conduct orderly and efficient proceedings while maintaining opportunity for expression of all participants' respective views.
- B. The purpose of this policy is to provide procedures that create opportunity for the public to suggest agenda items and to participate in open and orderly public comment while protecting 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 participation in subjects related to the management of the school district at school board meetings. The school board may adopt reasonable time, place, and manner restrictions on public participation within board meetings, but encourage participation with individual board members outside of the formal school board meeting time in order to facilitate free discussion by all interested parties.
- B. The school board shall, as a matter of policy and law, 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 people related to the school district 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). There will be two mechanisms to participate in open meetings: 1. Requesting formal agenda items for board member consideration and discussion and; 2. Making public comment during a regular board meeting. Public comment will

occur once monthly on the second regularly scheduled meeting of the month. In a month with only one meeting, public comment will occur at the lone meeting.

VI. PROCEDURES

A. Requesting Formal Agenda Items

1. People who wish to have a subject discussed as part of the agenda at a public school board meeting must notify the superintendent's office and send the request one week in advance of a school board meeting to the school board secretary. 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. The request will be considered for discussion by the school board chair and superintendent, and brought to the board for consideration as needed. This formal process is intended for items requiring greater scrutiny and discussion from board members. Advance notice is required to allow for administrative staff to gather necessary supporting documents and information and to allow for adequate notice to the general public of items that will be brought before the board for discussion.
2. The school board retains the discretion to limit board discussion of any agenda item to a reasonable period of time as determined by the school board.
3. Matters proposed for placement on the agenda which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the school board in accordance with governing law.
4. The school board chair shall promptly rule out of order any discussion or agenda item by any person, including school board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.

B. Open Public Comment

The school board shall normally provide a specified period of time when citizens 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.

1. People who wish to address the school board on a particular agenda item should identify the subject and identify agenda item(s) to which their comments pertain.
2. The school board chair will recognize one speaker at a time, and will rule out of order other speakers who are not recognized. Only those speakers recognized by the chair will be allowed to speak. Each speaker will be given up to three minutes, with time extended up to six minutes if translation is necessary. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave. These comments will occur during the public comment section of the board agenda.
3. Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
4. Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient, and fair opportunity for those present to be heard.

C. Informal 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 only be brought before the school board by notifying the school board in writing.
5. Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.

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)

- 1
- 2 Adopted by the Board of Education: October 16, 2017
- 3 Reviewed by the Board of Education:
- 4 Revised by the Board of Education:

RICHFIELD PUBLIC SCHOOLS
GUIDELINES - PUBLIC COMMENT

I. RESPONSIBILITY FOR PUBLIC COMMENT

The school district administration shall be responsible for the procedural implementation of the public comment portion of board meetings. This implementation shall include preparation, sign up, the comment session, communication during and communication processes related to public comment.

II. PREPARATION FOR PUBLIC COMMENT

The public comment portion of the meeting shall occur on the second meeting of the month, typically held on the 3rd Monday of the month. In months with only one meeting, that meeting shall include public comment.

Public comment will be available at the Board of Education Meeting, located at 7001 Harriet Avenue South, Richfield, MN, 55423.

Public comment will be the first agenda item. The time period for public comment will be a maximum of 30 minutes.

III. SIGN UP FOR PUBLIC COMMENT

Individuals can sign up in advance by emailing or calling the Board Secretary or by filling out the form available on the District website. Advance sign up may occur through 12 noon on a board meeting date.

Individuals must indicate their name, address, phone number or email and the subject they are addressing. Individuals should also note if their public comment will address something directly related to an agenda item or a non-agenda related item.

If multiple individuals wish to address the same subject during public comment, they may be asked to select a representative to speak for the group. Speakers may be asked to submit a written copy of their prepared statement in advance of the meeting.

If individuals are attending a board meeting without public comment on the agenda, they may write down comments and deliver them to the Board Secretary who will share them with all board members.

If an interpreter is needed for Public Comment or for a Board of Education meeting, please contact the Board Secretary at least 1 week in advance.

IV. PUBLIC COMMENT

Speakers will be called in order as follows: students, speakers on a specific agenda item, then others in order of sign up, with preference given to those who have not spoken in the past six months. Time allotted will be three minutes per speaker, with an additional three minutes allocated if interpretation is utilized. The chair of the board of education will monitor time. There will be a "30 second warning" given when 30 seconds remain and a "times up" warning given if three minutes have expired. Speakers are expected to end comments at the "time's up" warning.

School district administration will be responsible for implementation of public comment including sign up, documentation, and sharing of guidelines.

The School Board takes into consideration comments made during public comment, but will not hold a two-way dialogue or interactive discussion during public comments. The board may provide a response at a later time and/or may provide clarification of points of fact as appropriate during the meeting.

V. COMMUNICATION DURING PUBLIC COMMENT

Speakers should not include names of Richfield Public Schools employees, titles or location names in your remarks for their own legal protection and the legal rights of staff. Any information that would specifically identify a staff member is included in this warning. Issues related to school district employees should be made in writing and may identify employees and should be addressed to the Human Resources Department.

Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board. If the speaker persists in violating any procedure or rule, the speaker will be directed to leave the premises and not to return, a no trespass order may be issued, and a referral may be made to law enforcement.

Members of the public may not engage in conduct that materially and substantially disrupts any part of a School Board meeting, or that otherwise impedes the School Board's ability to conduct its business in an orderly and efficient fashion.

VI. COMMUNICATION ABOUT PUBLIC COMMENT

School district administration will be responsible for broadly communicating the guidelines for public comment at the board of education meetings. Methods should include website, school handbooks, direct communication to families and more.

- 1
- 2 Dated: November 20, 2017
- 3 Revised: September 17, 2021



RICHFIELD

PUBLIC SCHOOLS

Welcome to a Regular Board Meeting at Richfield Public Schools

- The agenda and supporting board packet are available online at <https://www.richfieldschools.org/about/school-board>
- Paper copies of the agenda are available to all.
- Board meetings are livestreamed and videotaped for the official record.
- Procedures for the implementation of public comment are contained within board policy 216 and administrative guideline 216.1.

Individuals who wish to address the School Board during a regular School Board meeting may do so during the Public Comments portion of the agenda at the beginning of the meeting. To participate in the public comments, individuals must fill out the online form or make a request to the board secretary (cassandra.quam@rpsmn.org or 612-798-6012) up until 12:00 noon on the day of a board meeting. This grants speakers the opportunity to make a presentation of up to three minutes, with time extended up to three additional minutes if translation is needed. (We will have our board secretary indicate with both “30 seconds” and “time is up” warnings.)

- Speakers are asked to refrain from using this forum to criticize, complain, or make allegations about a specific employee by name due to privacy and legal concerns for the employee and the speaker.
- The School Board takes into consideration comments made during public comment, but will not hold a two-way dialogue or interactive discussion during public comments. The board may provide a response at a later time and/or may provide clarification of points of fact as appropriate during the meeting.
- Questions, concerns and requests may be directed to the appropriate administrator for review. Speakers who desire a written response to a specific question may request it.
- If a speaker violates a procedure or rule, they will be given a warning. If they persist in violating any procedure or rule, the speaker will be directed to leave the premises and not to return, a no trespass order may be issued, and a referral may be made to law enforcement.

If you were unable to make a request in advance of tonight's meeting, we have two ways for you to share your thoughts with us:

- One is for you to complete the Board Comment Sheet on the back of this page so that you can write out your thoughts and give them to us tonight. We will review your comments before our next meeting.
- The other is for you to request to participate in public comment for a future board meeting, typically the second meeting of the month, or at any meeting when it is the sole meeting of the month.

Thank you for your attention and your respect for this process.

Board Comment Sheet

Date	Phone/Email Contact
Name	Address

Comment for the School Board:

[illegible]



RICHFIELD

PUBLIC SCHOOLS

Board Comment Sign Up

If you wish to share a public comment at a school board meeting, please complete this form with your name and comment information. Comment will occur in the order of sign up, with students speaking first, then individuals who are addressing a specific agenda item, then all other speakers.

Board Meeting Date	Phone/Email Contact
Name	Address
What is your relationship to Richfield Public Schools? Student Parent Staff Member Richfield Resident	
Is your comment related to a specific agenda item listed for this board meeting? Yes No	What subject would you like to comment on?

By appearing in person to share a public comment with the school board, you agree to the following procedures and requirements outlined in Policy 216: Public Comment and Administrative Guideline 216.1:

- Your time allotted is three minutes, with time extended up to three additional minutes if translation is needed. (The board secretary will indicate with both “30 seconds” and “time is up” warnings.)
- Speakers are asked to refrain from using this forum to criticize, complain, or make allegations about a specific employee by name due to privacy and legal concerns for the employee and the speaker.
- The School Board takes into consideration comments made during public comment, but will not hold a two-way dialogue or interactive discussion during public comments. The board may provide a response at a later time and/or may provide clarification of points of fact as appropriate during the meeting.
- Questions, concerns and requests may be directed to the appropriate administrator for review. Speakers who desire a written response to a specific question may request it.
- If a speaker violates a procedure or rule, they will be given a warning. If they persist in violating any procedure or rule, the speaker will be directed to leave the premises and not to return, a no trespass order may be issued, and a referral may be made to law enforcement.

Adopted: _____

MSBA/MASA Model Policy 206

Orig. 1995

Revised: _____

Rev. 2022

206 PUBLIC PARTICIPATION IN SCHOOL BOARD MEETINGS/COMPLAINTS ABOUT PERSONS AT SCHOOL BOARD MEETINGS 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 school board meetings. 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. Ch. 260E (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. Agenda Items

1. Persons who wish to have a subject discussed at a public school board meeting are encouraged to notify the superintendent's office in advance of the school board meeting. The person should provide his or her name, the name of group represented (if any), and the subject to be covered or the issue to be addressed.
2. Persons who wish to address the school board on a particular subject should identify the subject and identify agenda item(s) to which their comments pertain.
3. The school board chair will recognize one speaker at a time and will rule out of order other speakers who are not recognized. Only those speakers recognized by the chair will be allowed to speak. Comments by others are out of order. Individuals who interfere with or interrupt speakers, the school board, or the proceedings may be directed to leave.
4. The school board retains the discretion to limit discussion of any agenda item to a reasonable period of time as determined by the school board. If a group or organization wishes to address the school board on a topic, the school board reserves the right to require designation of one or more representatives or spokespersons to speak on behalf of the group or organization.
5. Matters proposed for placement on the agenda which may involve data privacy concerns, which may involve preliminary allegations, or which may be potentially libelous or slanderous in nature shall not be considered in public, but shall be processed as determined by the school board in accordance with governing law.

6. The school board chair shall promptly rule out of order any discussion by any person, including school board members, that would violate the provisions of state or federal law, this policy or the statutory rights of privacy of an individual.
7. Personal attacks by anyone addressing the school board are unacceptable. Persistence in such remarks by an individual shall terminate that person's privilege to address the school board.
8. Depending upon the number of persons in attendance seeking to be heard, the school board reserves the right to impose such other limitations and restrictions as necessary in order to provide an orderly, efficient, and fair opportunity for those present to be heard.

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. Open Forum

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.

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 (Meetings Having Data Classified as Public)
Minn. Stat. § 121A.47, Subd. 5 (Exclusion and Expulsion Procedures; Closed or Open Meeting)
Minn. Stat. § 122A.33, Subd. 3 (License and Degree Exemption for Head Coach; Notice of Nonrenewal; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Employment; Contracts; Termination; Hearing Procedures)
Minn. Stat. § 122A.44 (Contracting with Teachers; Substitute Teachers)
Minn. Stat. § 123B.02, Subd. 14 (General Powers of Independent School Districts; Employees; Contracts for Services)
Minn. Stat. § 123B.143, Subd. 2 (Superintendents; Disclose Past Buyouts or Contract is Void)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
Minn. Stat. Ch. 260E (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 School Law Bulletin "C" (Minnesota's Open Meeting Law)
MSBA School Law Bulletin "I" (School Records – Privacy – Access to Data)

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

Subject: District Calendar for School Year 2023-2024

Recommended by the superintendent that the board approve the attached Richfield Public Schools District calendar for school year 2023-2024.

Background Information

(Prepared by Craig Holje)

The District's Calendar Committee has met three times to develop a recommendation to the administration and school board regarding the school calendar for 2023-2024. The committee includes 36 individuals who represent parents, teachers and administrators across the various schools and programs.

The committee reviewed all options and recommended the attached calendar for 2023-2024 school year. It contains the additional work day for teachers that was added in 2022-2023 resulting in 185 work days plus six holidays provided in the Education Richfield master agreement. The additional work day uses federal ESSER funds to provide Connect and Assess Days for Kindergarten through 5th grade. It also adds an additional day of professional development for teachers in grades 6-12. The calendar includes 170 instructional days for Kindergarten through 8th grade and 171 instructional days for grades 9-12. Kindergarten through 5th grade classes will again conference individually with teachers, parents and students over 15 hours on the Thursday/Friday before Labor Day and the Tuesday after Labor Day. This will ensure intake connections and assessments can be completed. The first full day for Kindergarten through 5th grade students will be Wednesday, September 6, 2023.

The calendar also changes the timing around middle school conferencing to better align with a mid-quarter update versus scheduled closer to the end of quarter. Elementary conferences will continue to be scheduled at the "mid-semester" timeline as was established for the 2022-2023 school year.

School will start on Tuesday, September 5, 2023 for students in grades 6-12 and Wednesday, September 6th for students in grade Kindergarten through 5th grade. All students will end on Thursday, June 6, 2024. Winter break will begin on Friday, December 22, 2023, with school resuming on Wednesday, January 3, 2024. Spring break will begin on Friday, March 22, 2024 with school resuming on Monday, April 1, 2024. Other breaks, conferences and professional development days when school will not be in session are included on the attached calendar.

Attached:

New Business – For Action

Agenda Item VI.C.

Proposed 2023-2024 Calendar

DRAFT 2024-2025 Calendar (for reference only)



2023-24 District Calendar

KEY

- No School - All Grades
- No School - Select Grades
- First/Last Day of School
- Other Important Date

AUGUST 2023

S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

SEPTEMBER 2023

S	M	T	W	TH	F	S
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24	25	26	27	28	29	30

OCTOBER 2023

S	M	T	W	TH	F	S
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22	23	24	25	26	27	28
29	30	31				

NOVEMBER 2023

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26	27	28	29	30		

DECEMBER 2023

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24	25	26	27	28	29	30
31						

JANUARY 2024

S	M	T	W	TH	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

FEBRUARY 2024

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25	26	27	28	29		

MARCH 2024

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24	25	26	27	28	29	30
31						

APRIL 2024

S	M	T	W	TH	F	S
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14	15	16	17	18	19	20
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28	29	30				

MAY 2024

S	M	T	W	TH	F	S
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE 2024

S	M	T	W	TH	F	S
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23	24	25	26	27	28	29
30						

First Day of School: Students in grades 6-12 start on Sept. 5 and students in grades PreK-5 start on Sept. 6.

Connect & Assess: Families with children in grades PreK-5 will receive information over the summer about the Connect & Assess meetings that will take place on Thursday, Aug. 31, Friday, Sept. 1 and Tuesday, Sept. 5.

Testing Dates & Information: richfieldschools.org/testing

IMPORTANT DATES

Aug. 22-24	Staff	New Teacher Workshop
Aug. 25-Sept. 1	Staff	Teacher Workshop
Aug. 31-Sept. 5	PreK-5	Connect & Assess
Sept. 4	All	Labor Day
Sept. 5	6-12	First Day of School
Sept. 6	PreK-5	First Day of School
Oct. 5	9-12	Conferences (evening)
Oct. 17	6-8	Conferences (evening)
Oct. 18	6-8	Conferences (day & evening)
Oct. 19-20	All	Teacher Convention
Nov. 1	PreK-5	Conferences K-5 (evening) & PreK (day & evening, no school)
Nov. 2	PreK-5	Conferences (day & evening)
Nov. 3	All	Professional Development Day
Nov. 10	All	End of Quarter 1 / Midterm
Nov. 22	All	Conference Comp Day
Nov. 23-24	All	Thanksgiving Holiday
Dec. 7	9-12	Conferences (evening)
Dec. 22-Jan. 2	All	Winter Recess
Jan. 15	All	MLK Day
Jan. 24 (25)	9-12 (K-8)	End of Quarter 2 / Semester 1
Jan. 25	9-12	Teacher Workshop
Jan. 26	All	Professional Development Day
Feb. 19	All	Presidents Day
March 5	6-8	Conferences (evening)
March 7	6-8	Conferences (evening)
March 8	6-8	Conferences (day)
March 14	9-12	Conferences (evening)
March 20	PreK-5	Conferences K-5 (evening) & PreK (day & evening, no school)
March 21	PreK-5	Conferences (day & evening)
March 22	All	Conference Comp Day
March 25-29	All	Spring Recess
April 5	All	End of Quarter 3 / Midterm
April 10	All	Professional Development Day
May 10	6-12	Professional Development Day
May 27	All	Memorial Day
June 6	All	Last Day of School
June 7	12	RHS Graduation
June 7	Staff	Teacher Workshop

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DRAFT ***Richfield Public Schools Calendar 2024-2025***DRAFT

July 2024

Su	M	T	W	Th	F	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

4: Independence Day

August 2024

Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

20-22: New Teacher Workshop

23: All Teacher Workshop

26-28: All Teacher Workshop

29: PreK-5 Connect & Assess (AM/PM)

30: PreK-5 Connect & Assess (AM)

September 2024

Su	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

2: Labor Day

3: 6-12 First Day of School*

3: PreK-5 Connect & Assess (AM)

4: PreK-5 First Day of School*

20: MAP Testing Begins

October 2024

Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

3: 9-12 Conferences 4pm-8pm

11: MAP Testing Ends

15: 6-8 Conferences 4pm-8pm

16: 6-8 Conferences (day & evening)

17-18: Teacher Convention

November 2024

Su	M	T	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

6: PreK-5 Conf. (evening)

7: PreK-5 Conf. (day & evening)

7: End of Qtr 1 / Midterm

8: PreK-12 Prof. Dev. Day

20: PreK-12 Conf. Comp Day

21-22: Thanksgiving Holiday

December 2024

Su	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

5: 9-12 Conferences 4pm-8pm

23-31: Winter Recess

1-3: Winter Recess

7: MAP Testing Begins

13: MLK Jr. Day

24: End of Semester 1

23: MAP Testing Ends

23: 9-12 Tchr Workshop

24: PreK-12 Prof. Dev. Day

27: ACCESS Testing Begins

January 2025

Su	M	T	W	Th	F	Sa
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February 2025

Su	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

17: President's Day

March 2025

Su	M	T	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

5: 6-8 Conferences 4pm-8pm

6: 6-8 Conferences (day & evening)

7: PreK-12 Prof. Dev. Day

13: 9-12 Conferences 4pm-8pm

21: ACCESS Testing Ends

26: PreK-5 Conf. (evening)

27: PreK-5 Conf. (day & evening)

28: PreK-12 Conf. Comp. Day

31: Spring Recess

April 2025

Su	M	T	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

1-4: Spring Recess

11: End of Qtr 3 / Midterm

24: 9-12 Conferences 4pm-8pm

May 2025

Su	M	T	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

2: MCA M&R Testing Ends

5: MAP Testing Begins

8: MCA Science Testing Ends

9: 6-12 Prof. Dev. Day

26: Memorial Day

30: MAP Testing Ends

June 2025

Su	M	T	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

5: Last Day of School

6: RHS Graduation

6: PreK-12 Tchr Workshop

Student Instructional Days = PreK-8 170 days; 9-12 171 days

□ = Start and End dates

■ = No school entire district

▤ = No school partial district

*First day of school: Students in grades 6-12 start on Tuesday, Sept. 3, 2024, and students in PreK-5 start on Wednesday, Sept. 4, 2024.
Families with PreK-5 students will receive information over the summer about student assessments and family meetings that will take place on Thursday, August 29, 2024, Friday August 30, 2024 and Tuesday, Sept. 3, 2024, prior to their first day of school.

1/30/2023

DRAFT

DRAFT

		E	M	H
Q1	9/5 - 11/10	44	45	46
Q2	11/13 - 1/24	42	42	41
Q3	1/29 - 4/8	41	41	42
Q4	4/11 - 6/8	43	42	42
S1	9/7 - 1/21	86	87	87
S2	1/24 - 6/8	84	83	84
Y		170	170	171
MAP Fall	9/22 - 10/13			
MAP Winter	1/5 - 1/28			
MAP Spring	5/9 - 5/27			
ACCESS	1/29 - 3/22			
MCA	3/4 - 5/3 or 5/10			

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

Subject: Turf Replacement

(Recommended by the superintendent)

That the board of education approve the stadium turf replacement with Field Turf USA, Inc, for a total of \$606,430.32. Of that total, \$377,403.00 will be paid by the accumulation of rental fees since original installation. \$229,027.32 will be paid through LTFM.

Background Information

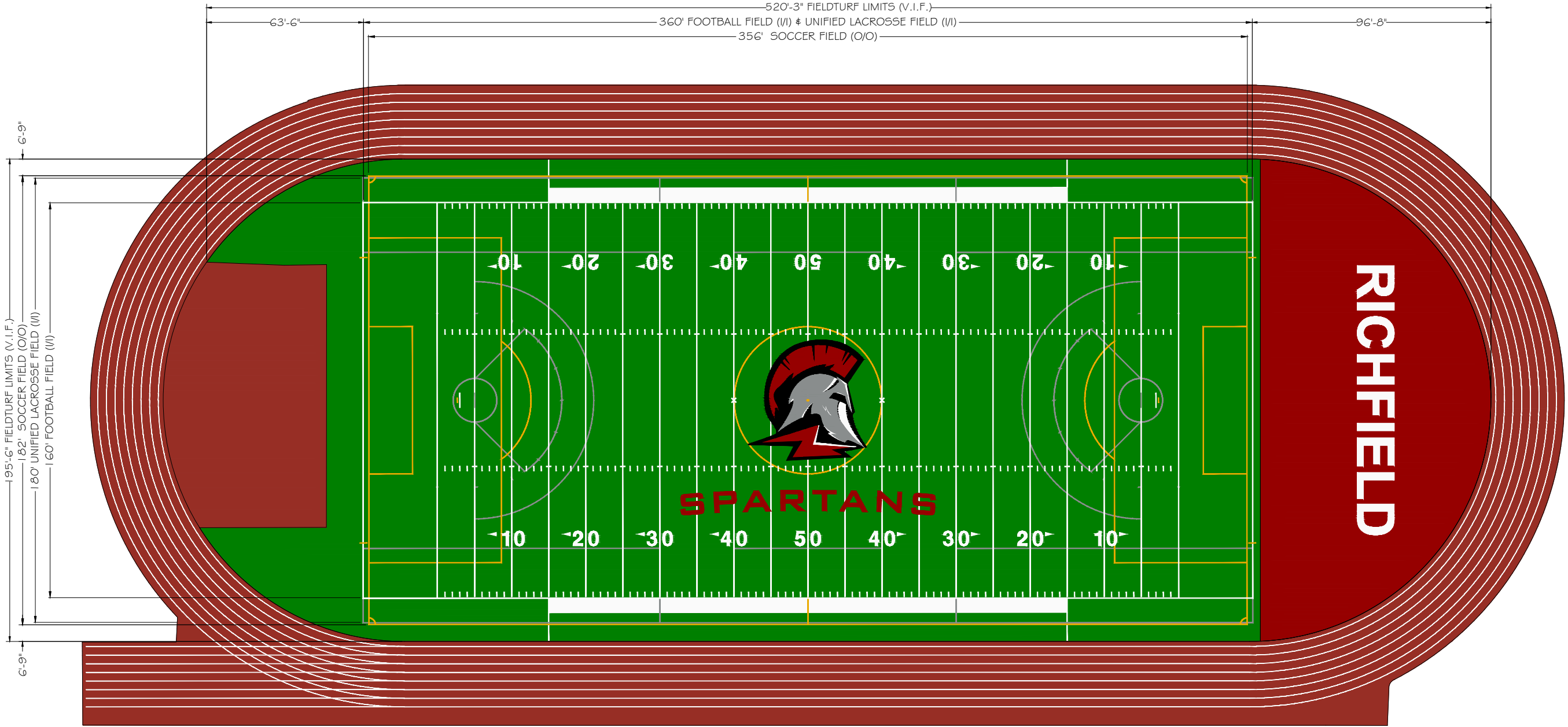
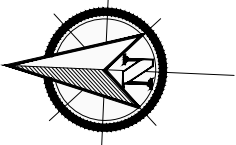
The Richfield Stadium field turf was originally installed in 2010. The original installation was projected to last 10 years, which we have been able to extend with maintenance and safety testing. The new turf has an anticipated replacement cycle of approximately 15 years depending on use. The new turf will be 2.5 inch length slit film fiber and has an improved 3-layer base fill mix of sand and crumb rubber for improved safety and maintenance. The new turf will also include the newer branding design-work.

Details of the design and specifications are included in the additional materials in this agenda item.

RICHFIELD HIGH SCHOOL STADIUM REPLACEMENT

RICHFIELD, MN





APPROVED BY:
SIGNATURE:
PRINTED NAME:
TITLE:
DATE:

SPORT COLORS:

	FOOTBALL COMPLETE COLOR NAME: WHITE PANTONE COLOR NUMBER: WHITE
	SOCCER COMPLETE COLOR NAME: MUSTARD PANTONE COLOR NUMBER: 124C
	UNIFIED LACROSSE COMPLETE COLOR NAME: SILVER PANTONE COLOR NUMBER: 423C

LOGO COLORS:

	COMPLETE COLOR NAME: SILVER PANTONE COLOR NUMBER: 423C
	COMPLETE COLOR NAME: BLACK PANTONE COLOR NUMBER: BLACK
	COMPLETE COLOR NAME: PALACE RED PANTONE COLOR NUMBER: 201C
	COMPLETE COLOR NAME: WHITE PANTONE COLOR NUMBER: WHITE

LEGEND:

	FIELD GREEN FIELDTURF 76,270 sq. ft.
	PALACE RED FIELDTURF 14,159 sq. ft.
	TOTAL FIELDTURF 90,429 sq. ft.

FIELD LAYOUT NOTES (sports are in order of dominance):

- FOOTBALL MARKINGS ARE 4" WHITE NFHS STANDARDS.
- SOCCER MARKINGS ARE 4" MUSTARD NFHS STANDARDS.
- UNIFIED LACROSSE MARKINGS ARE 4" SILVER NFHS STANDARDS.

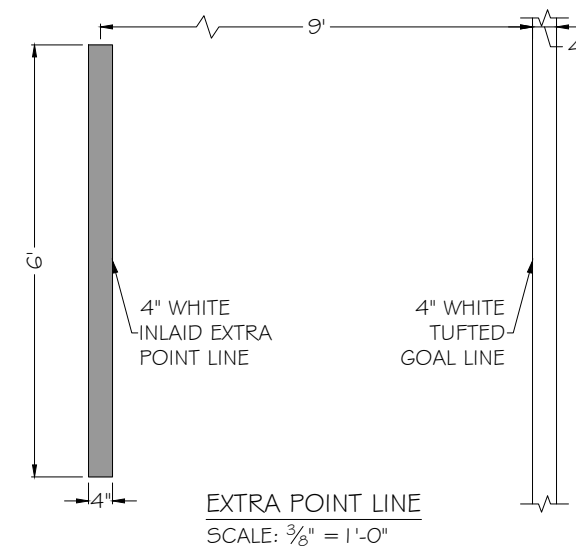
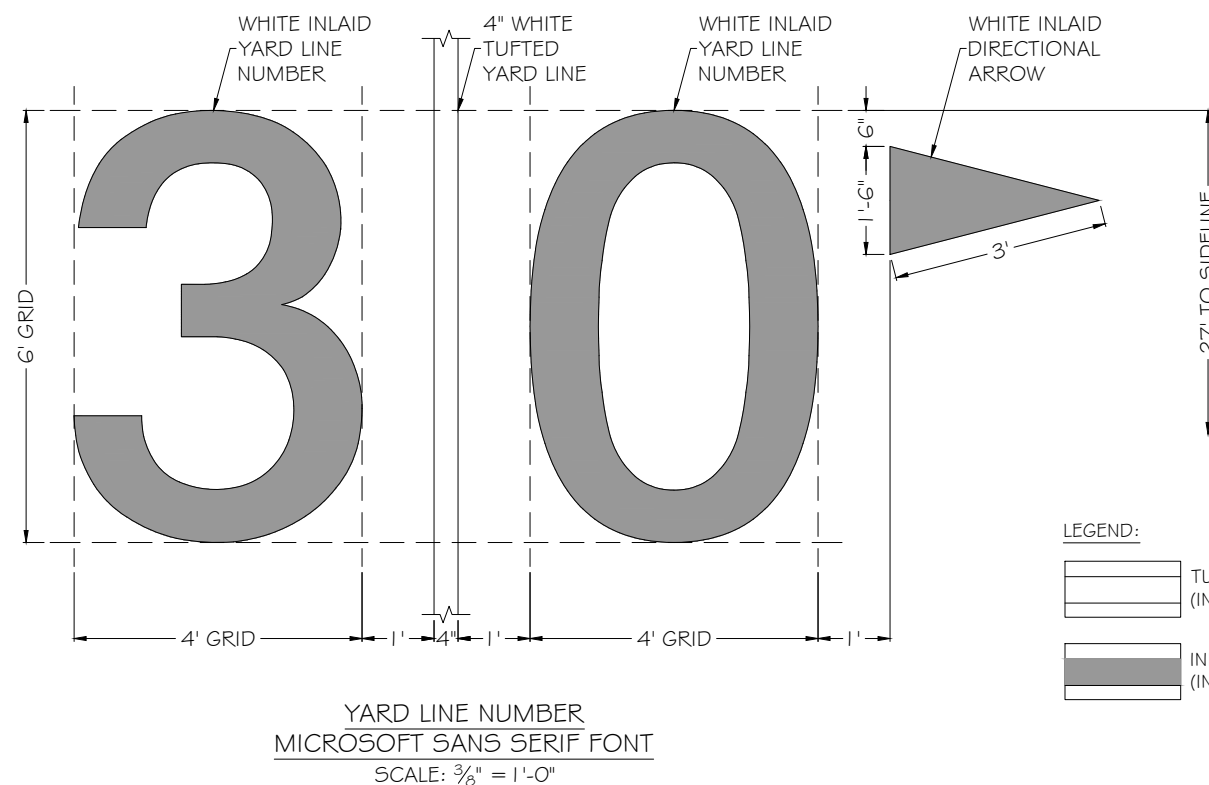
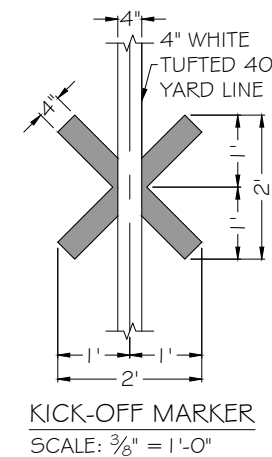
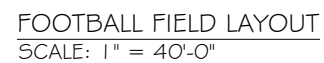
FIELD DOMINANCY IS ONLY WITHIN THE FOOTBALL FIELD OF PLAY.
ALL DIMENSIONS TO BE VERIFIED BEFORE ANY CONSTRUCTION BEGINS.

NFHS STANDARDS



RICHFIELD HIGH SCHOOL	
RICHFIELD, MN	
DATE: JANUARY 10, 2023	ISSUE: SUBMITTAL
SHEET: FIELD LAYOUT	

DRAWN BY:	A. T.
CHECKED BY:	J. B.
SCALE:	1"=45'
TOTAL FIELD AREA:	90,429 sq. ft.
PERIMETER:	1299 ft.



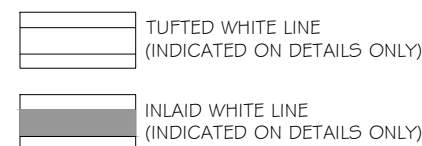
EXTRA POINT LINE
SCALE: $\frac{3}{8}" = 1'-0"$

FOOTBALL LAYOUT NOTES:

SIDELINES, END LINES, GOAL LINES, YARD LINES AND RESTRAINING LINES ARE TUFTED WHITE LINES.

INBOUNDS LINES, SHORT YARD LINE MARKERS, KICK-OFF MARKERS, EXTRA POINT LINE MARKERS AND ALL OTHER FIELD MARKINGS ARE TO BE WHITE INLAID TURF.

LEGEND:



NFHS STANDARDS

**RICHFIELD HIGH SCHOOL
RICHFIELD, MN**



FieldTurf
A Tarkett Sports Company

DRAWN BY: A. T.

CHECKED BY: J. B.

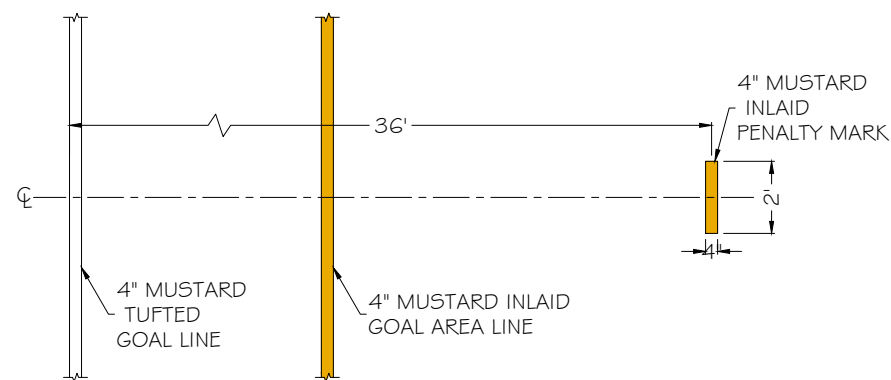
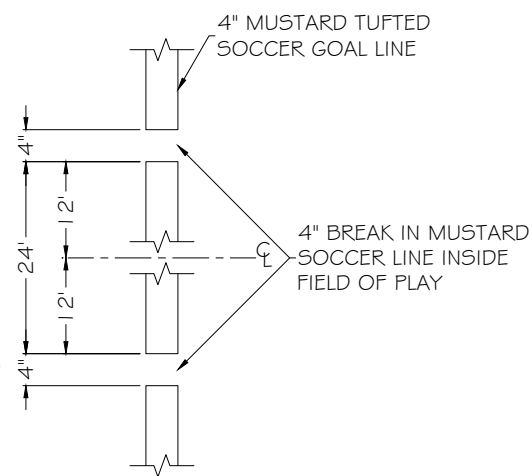
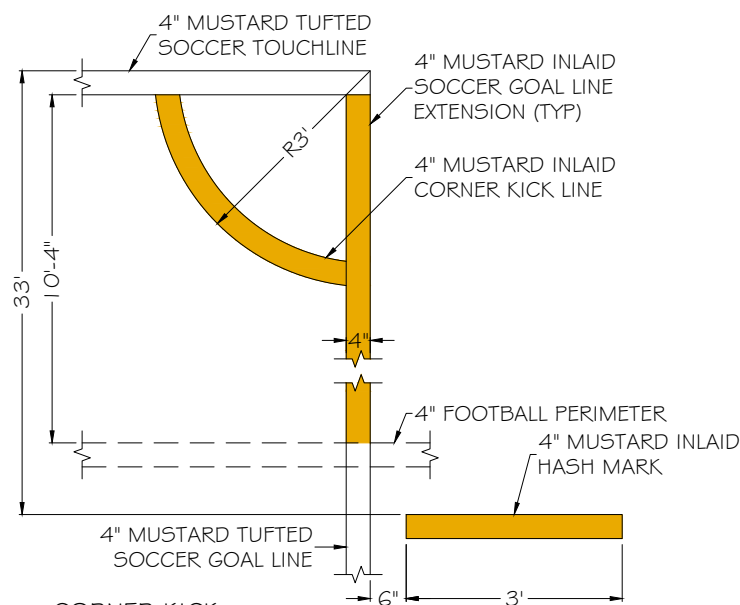
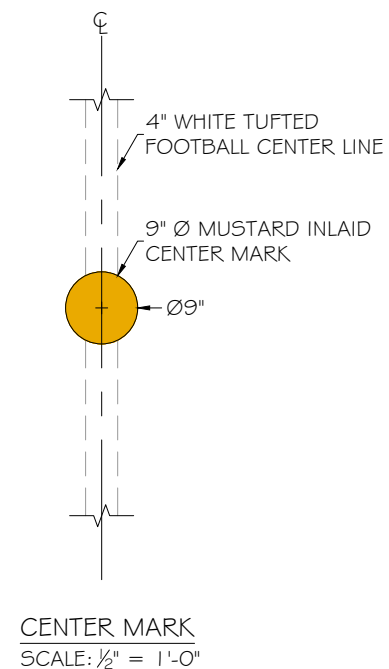
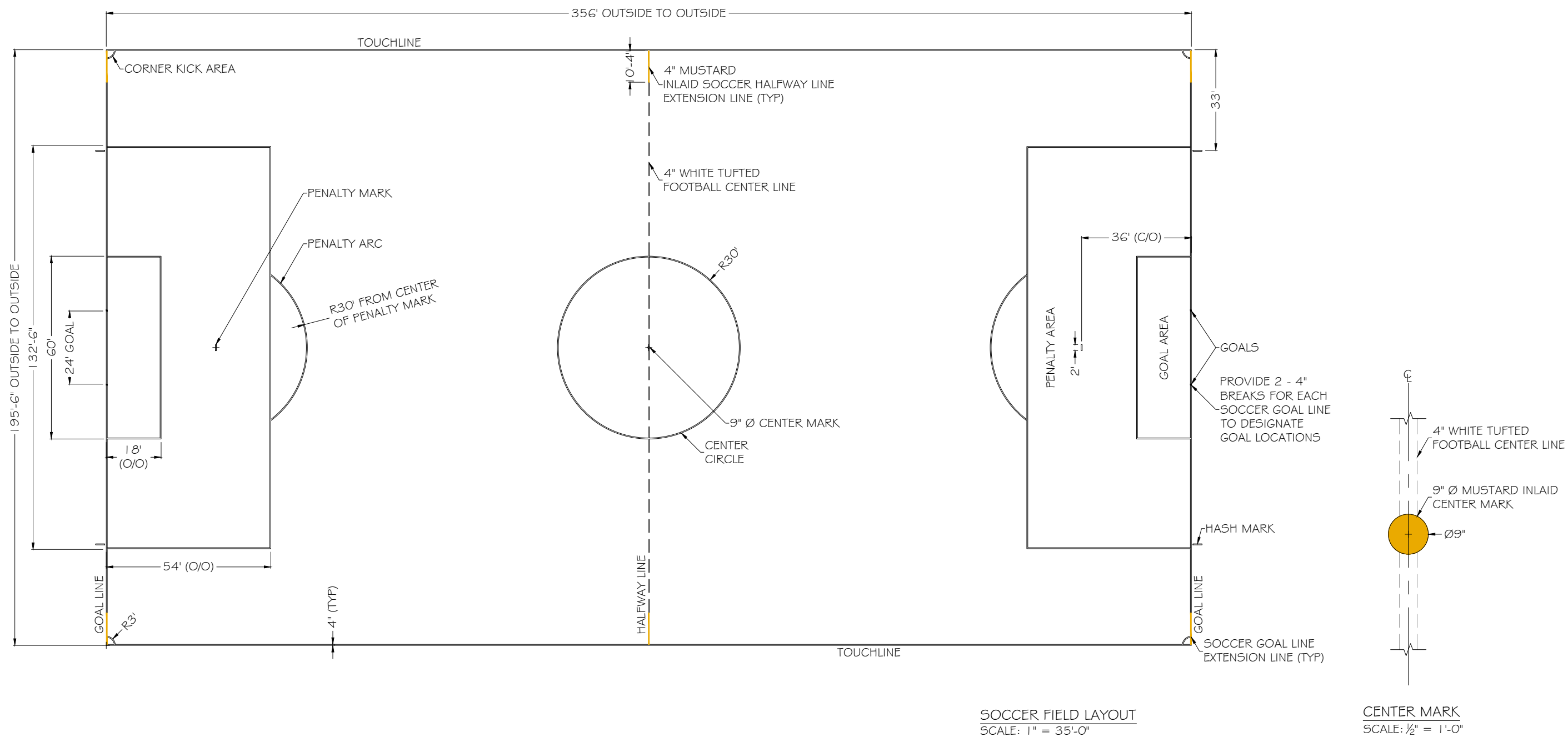
SCALE: AS SHOWN

DATE: JANUARY 10, 2023



FOOTBALL MARKINGS

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Scale is only accurate when this drawing is printed on 11" X 17" paper.



LEGEND:

-  TUFTED MUSTARD LINE
(INDICATED ON DETAILS ONLY)
 -  INLAID MUSTARD LINE
(INDICATED ON DETAILS ONLY)

SOCCER LAYOUT NOTES:

TOUCHLINES AND GOAL LINES ARE TUFTED MUSTARD LINES.

THE SOCCER GOAL AREA, PENALTY AREA, PENALTY MARK, PENALTY ARC, MIDFIELD CIRCLE, CENTER MARK, CORNER KICK LINE, HASH MARK AND EXTENSION LINES ARE TO BE MUSTARD INLAID TURF.

USE THE FOOTBALL 4" WHITE TUFTED CENTER LINE AS THE SOCCER HALFWAY LINE.

NFHS STANDARDS



**RICHFIELD HIGH SCHOOL
STADIUM REPL.
RICHFIELD, MN**

DRAWN BY: A. T.

CHECKED BY: J. B.

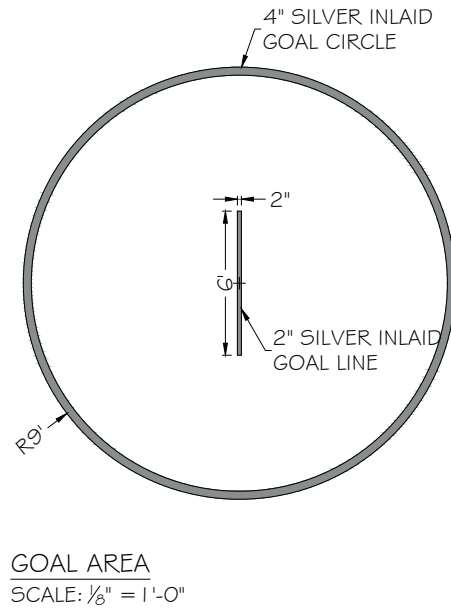
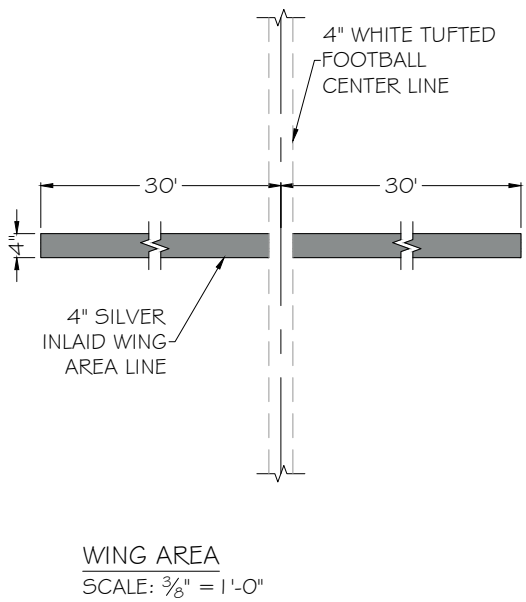
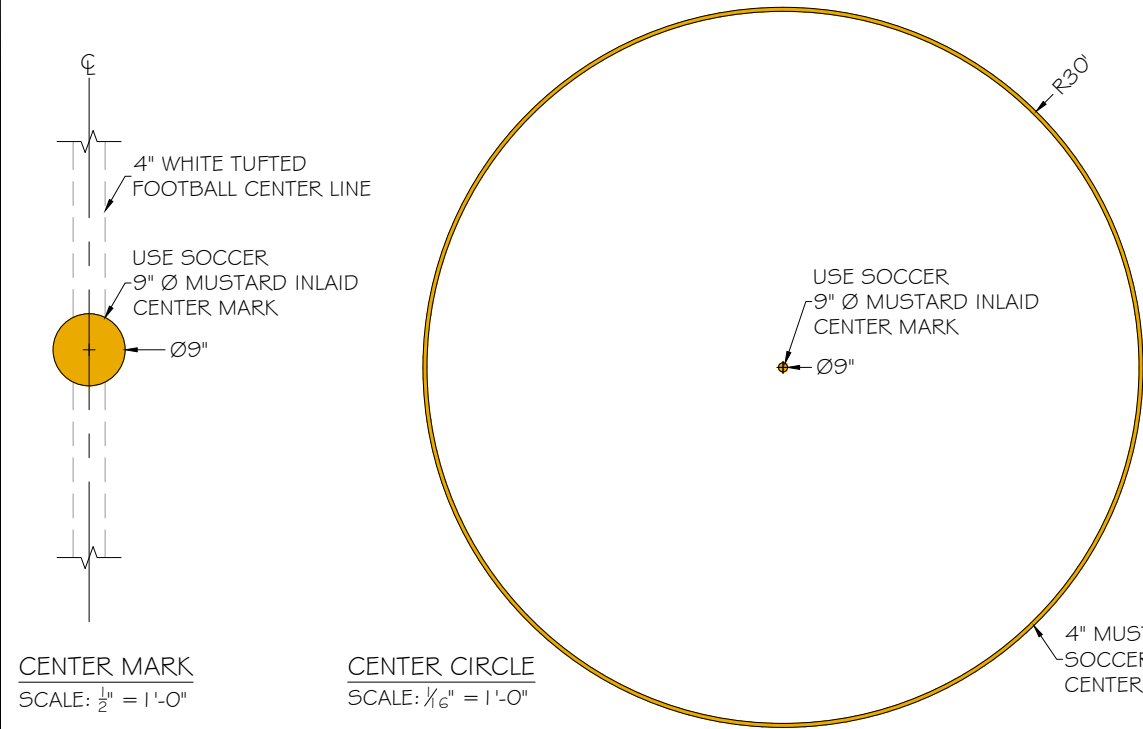
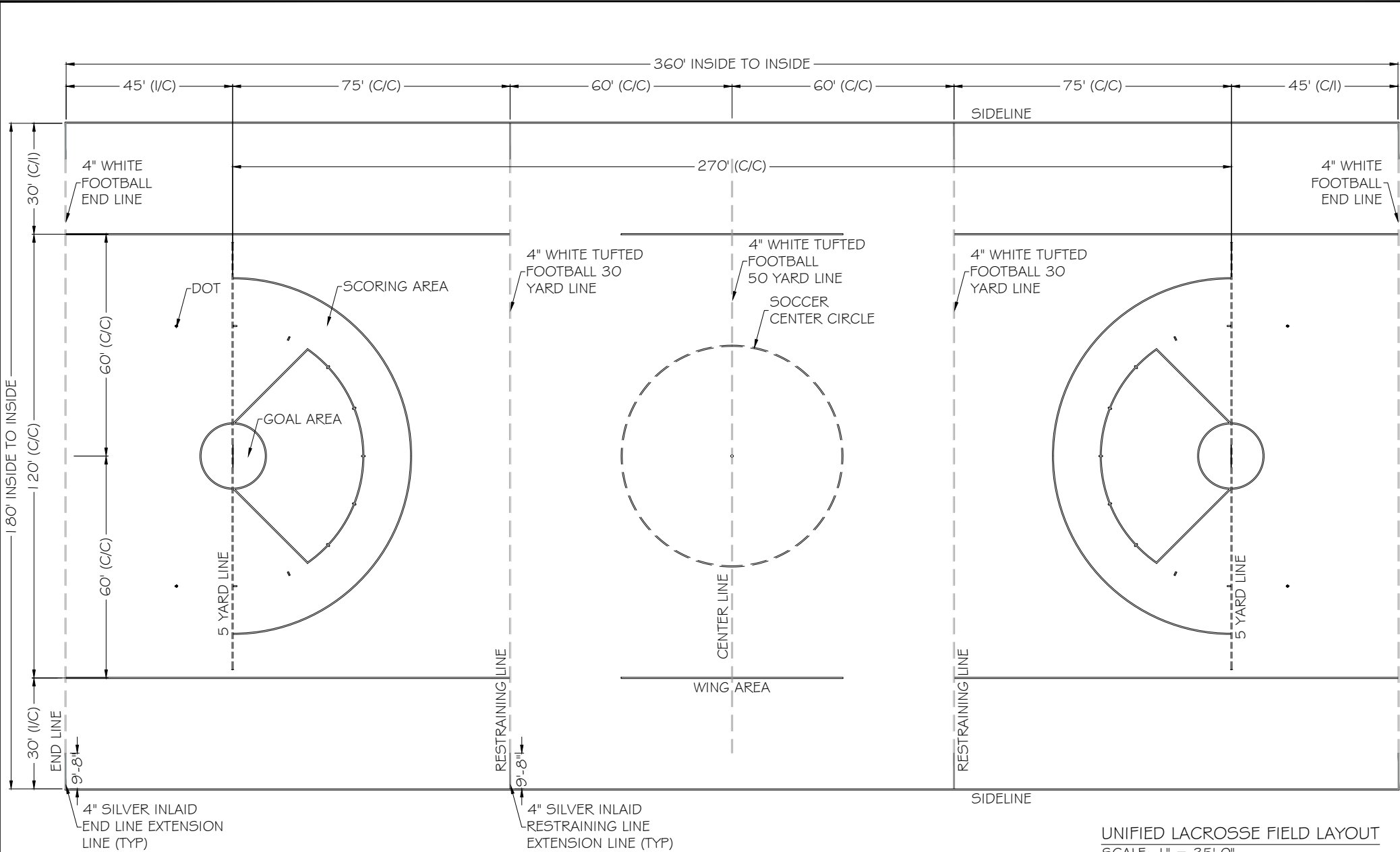
SCALE: AS SHOWN

DATE: JANUARY 11, 2023

ISSUE: SUBMITTAL	SOCCKER MARKINGS
------------------	------------------

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LEGEND:

- TUFTED WHITE LINE (INDICATED ON DETAILS ONLY)
- INLAID SILVER LINE (INDICATED ON DETAILS ONLY)
- INLAID MUSTARD LINE (INDICATED ON DETAILS ONLY)

UNIFIED LACROSSE LAYOUT NOTES:

SIDELINES ARE TUFTED SILVER LINES.

SCORING AND GOAL AREA LINES, RESTRAINING LINE MARKERS, WING AREA LINES, AND GOAL CREASE ARE TO BE SILVER INLAID TURF.

USE THE FOOTBALL 4" WHITE TUFTED END LINES AND 30 YARD LINES FOR THE UNIFIED LACROSSE END LINES AND RESTRAINING LINES.

USE THE SOCCER 4" MUSTARD INLAID CENTER CIRCLE FOR THE UNIFIED LACROSSE CENTER CIRCLE.

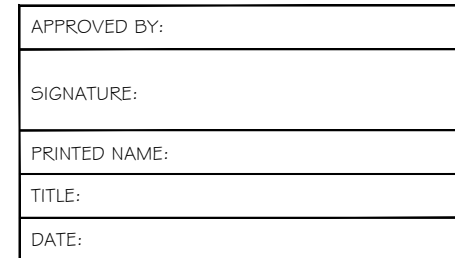
ALL LINES ARE 4" WIDE EXCEPT FOR THE GOAL LINE SHALL BE 2" WIDE.

NFHS STANDARDS

DRAWN BY:	A. T.
CHECKED BY:	J. B.
SCALE:	AS SHOWN



RICHFIELD HIGH SCHOOL	
STADIUM REPL.	
RICHFIELD, MN	
DATE: JANUARY 11, 2023	ISSUE: SUBMITTAL
UNIFIED LACROSSE MARKINGS	



- | | |
|---|---|
|  | COMPLETE COLOR NAME: SILVER
PANTONE COLOR NUMBER: 423C |
|  | COMPLETE COLOR NAME: BLACK
PANTONE COLOR NUMBER: BLACK |
|  | COMPLETE COLOR NAME: PALACE RED
PANTONE COLOR NUMBER: 201C |
|  | COMPLETE COLOR NAME: WHITE
PANTONE COLOR NUMBER: WHITE |

Y **N** X _____



FieldTurf
A Tarkett Sports Company

**RICHFIELD HIGH SCHOOL
STADIUM REPL.
RICHFIELD, MN**

DRAWN BY: A. T.

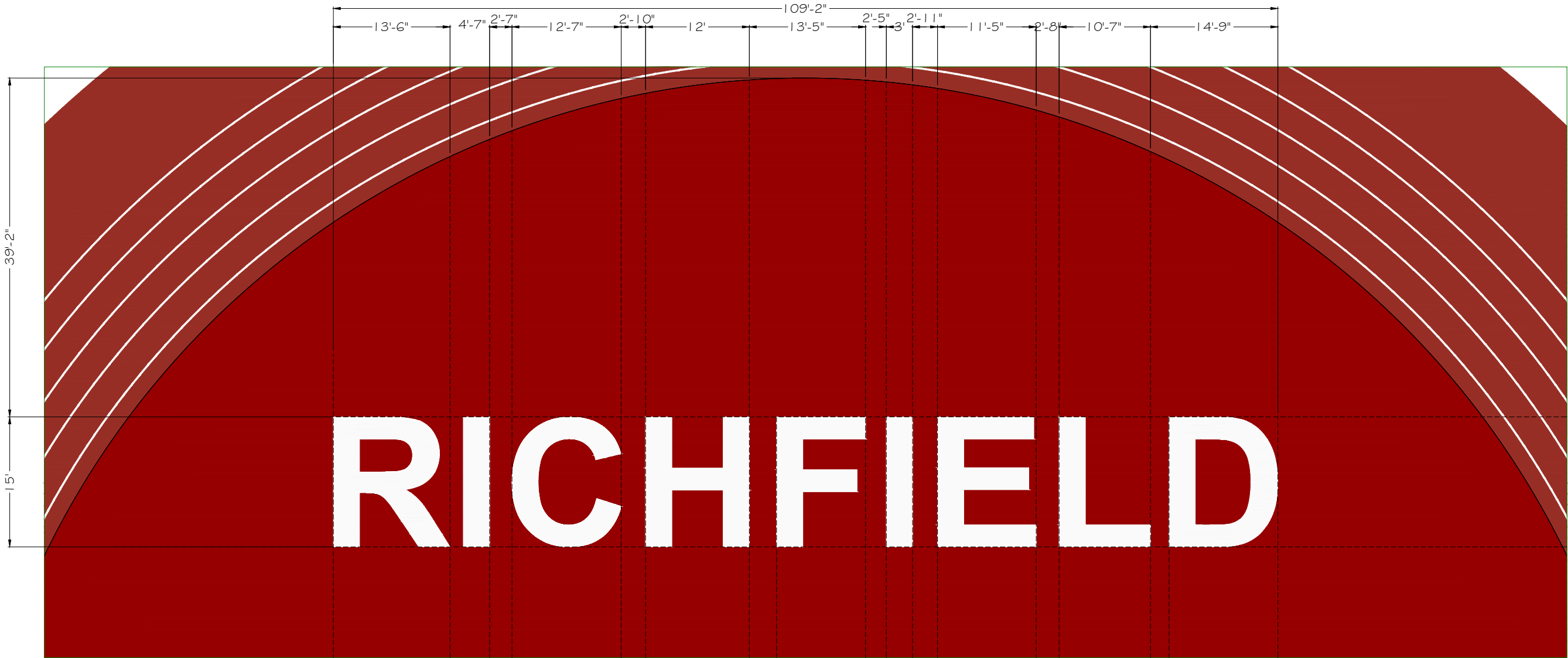
CHECKED BY: J. B.

SCALE: 1/8" = 1'-0"

DATE: JANUARY 10, 2023

ISSUE: SUBMITTAL

SHEET: X/X CENTER LOGO



APPROVED BY:
SIGNATURE:
PRINTED NAME:
TITLE:
DATE:

COMPLETE COLOR NAME: WHITE
PANTONE COLOR NUMBER: WHITE


NOTE: LETTERS VARY IN EXACT DIMENSIONS ACCORDING TO THEIR GEOMETRY.

RICHFIELD HIGH SCHOOL
STADIUM REPL.
RICHFIELD, MN

DATE: JANUARY 10, 2023

ISSUE: SUBMITTAL

SHEET: D- ZONE LETTERS



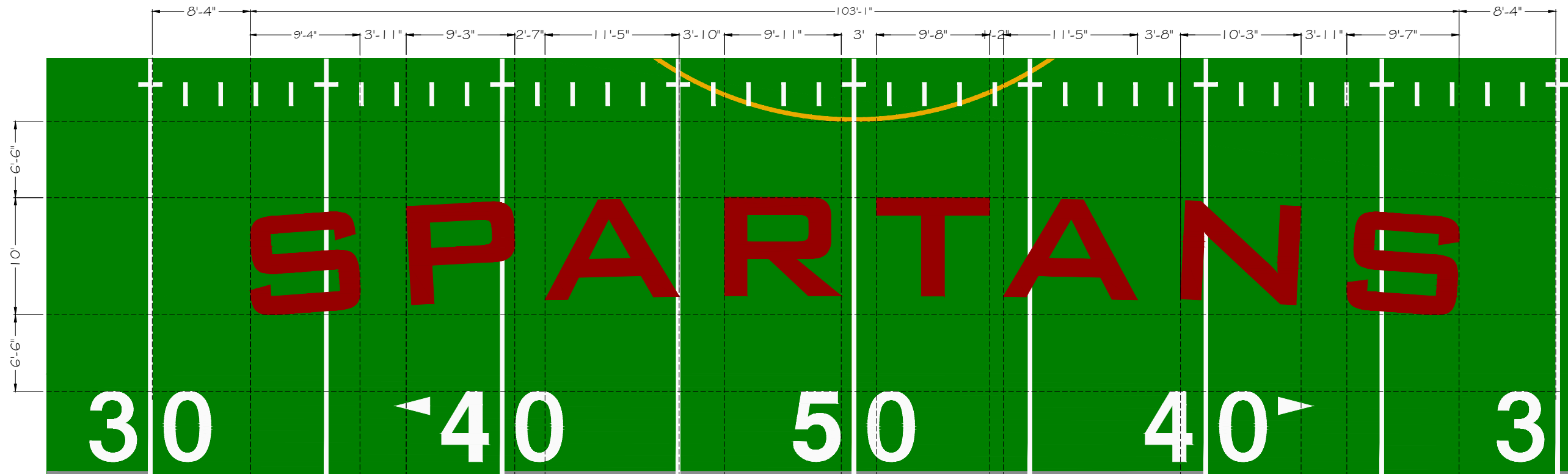
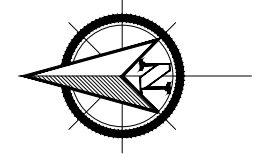
FieldTurf
A Tarkett Sports Company

DRAWN BY: A. T.

CHECKED BY: J. B.

SCALE: 1"=13'

Scale is only accurate when this drawing is printed on 11" X 17" paper.



COMPLETE COLOR NAME: PALACE RED
PANTONE COLOR NUMBER: 201C

APPROVED BY:
SIGNATURE:
PRINTED NAME:
TITLE:
DATE:



FieldTurf
A Tarkett Sports Company

**RICHFIELD HIGH SCHOOL
STADIUM REPL.
RICHFIELD, MN**

DRAWN BY: A. T.

CHECKED BY: J. B.

SCALE: 1"=10'

DATE: JANUARY 10, 2023

ISSUE: SUBMITTAL

SHEET: LOGO

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Scale is only accurate when this drawing is printed on 11" X 17" paper.



COOP PRICING PROPOSAL



RICHFIELD HIGH SCHOOL



**RICHFIELD
SPARTANS**

September 20, 2022

FieldTurf USA, Inc. is pleased to present the following proposal. FieldTurf pricing is based on the Sourcwell contract (formerly NJPA). Sourcwell provides predetermined preferential pricing through approved vendors. Since the products have already been bid at the national level, individual municipalities do not have to duplicate the bidding process per Sourcwell Contract # 031622-FTU.

	Richfield High School Stadium Replacement	Quantity	Units	Unit Price	Total
1	Removal of current synthetic turf surface	90,429	SF	\$0.67792	\$61,304.04
	Subtotal Synthetic Turf Site Work				\$61,304.04
	Synthetic Turf	Quantity	Units	Unit Price	Total
2	FieldTurf Classic HD 57 (2.25")	90,429	SF	\$5.12	\$462,996.48
3	Inlaid Football Markings	1	EA	\$7,280.00	DONATED
4	Inlaid Soccer Markings	1	EA	\$7,280.00	DONATED
5	Inlaid Unified LAX Markings	1	EA	\$7,280.00	DONATED
6	Inlaid Midfield Logo (Spartan Head), Approx. 45' x 44', 4 Colors	1	EA	\$14,175.00	\$14,175.00
7	Maintenance Equipment: (1) GroomRight and (1) FieldSweep	1	EA	\$9,840.49	\$9,840.49
8	GMAX Test (1 @ Install)	1	EA	\$1,518.75	\$1,518.75
	Subtotal Synthetic Turf				\$488,530.72
	Subtotal Project				\$549,834.76
9	Performance & Payment Bonds	1	LS	\$6,255.20	\$6,255.20
	Total				\$556,089.96

COOP PRICING PROPOSAL



	Voluntary Alternates	Quantity	Units	Unit Price	Total
A1	Installation of Classic HD-1 (2.5") in lieu of FTTHD-57 (2.25")	90,429	EA	\$0.36	\$32,554.44
	Performance & Payment Bonds	1	LS	\$375.09	\$375.09
	Total Alternate #1				\$32,929.53
A2	Installation of XT-65 (2.5") in lieu of FTTHD-57 (2.25")	90,429	EA	-\$0.55	-\$49,735.95
	Performance & Payment Bonds	1	LS	-\$573.06	-\$573.06
	Total Alternate #2				-\$50,309.01
A3	Installation of XT-57 (2.25") in lieu of FTTHD-57 (2.25")	90,429	EA	-\$0.76	-\$68,726.04
	Performance & Payment Bonds	1	LS	-\$791.86	-\$791.86
	Total Alternate #3				-\$69,517.90
A4	FieldTurf Genius System - Two (2) Genius Sensors - Installation of the Genius Sensors - Training - Five (5) Year Warranty on the Genius Sensors	1	LS	\$40,500.00	\$40,500.00
	Performance & Payment Bonds	1	LS	\$466.64	\$466.64
	Total Alternate #4				\$40,966.64
A5	Inlaid Logo (R Diamond), Approx. 13' x 13', 2 Colors	2	EA	\$4,050.00	\$8,100.00
	Performance & Payment Bonds	1	LS	\$93.33	\$93.33
	Total Alternate #5				\$8,193.33
A6	End Zone or Midfield Letters "RICHFIELD" & "SPARTANS" 1 color	17	EA	\$1,012.50	\$17,212.50
	Performance & Payment Bonds	1	LS	\$198.33	\$198.33
	Total Alternate #6				\$17,410.83



Click on the following Sourcewell hyperlink for contract due diligence documentation:

[Sourcewell](#)

COOP PRICING PROPOSAL



PRODUCT DETAILS

FieldTurf, the worldwide leader in artificial turf, is pleased to offer the FieldTurf Classic HD 2.25" (FTHD-57) system, with the following product characteristics:

- ▶ **Pile Height:** 2.25 Inches
- ▶ **Infill Weight:** 6.2lbs sand & 2.2lbs cryo per sq.ft.
- ▶ **Pile Weight:** 33 oz/yd²
- ▶ **Total System Weight:** 1264 oz/yd²

FieldTurf has taken the necessary steps to ensure that your project will run smoothly and that the quality promised will be the quality delivered

PRICE INCLUDES:

- a) Removal and Disposal of existing turf surface
- b) Box Drag and roll of existing base
- c) Installation of the artificial in-filled grass surface upon a suitable base.
- d) An (8) year 3rd party pre-paid insured warranty on the FieldTurf artificial grass surface.
- e) Inlaid Football Markings
- f) Inlaid Soccer Markings
- g) Inlaid Unified LAX Markings
- h) Inlaid Midfield Logo Spartan Head, Approx. 45' x 44', 4 Colors
- i) Maintenance Equipment (GroomRight and FieldSweep)
- j) GMAX Test (1 @ Install)
- k) Performance & Payment bond fees

PRICE DOES NOT INCLUDE:

- a) The base upon which the FieldTurf artificial turf surface will be placed. FieldTurf shall not be responsible for the stability, the porosity, nor the approval of the base upon which the FieldTurf surface will be installed, the drainage system, nor any construction or modification of existing installations around the fields.
- b) FieldTurf is not altering or improving the existing drainage system under the existing artificial turf limits. No removal, milling, ponding, flooding or repairs within the existing base and drainage system are included and shall remain the responsibility of the owner.
- c) The supply, replacement, installation and/or modification of the existing field edging, perimeter nailer board or existing inner concrete curbing within the artificial turf limits.
- d) The supply and import of additional finish aggregate.
- e) Any costs associated with necessary charges relating to the delineation of the field.
- f) Unless otherwise specified, the price does not include any G-max testing.

COOP PRICING PROPOSAL



- g) The supply of or adjustment to existing manholes, clean-outs or grates and supply of the manhole covers.
- h) Any alteration or deviation from specifications involving extra costs, which alteration or deviation will be provided only upon executed change orders, and will become an extra charge over and above the offered price.
- i) Site security.
- j) Repair or resurfacing existing asphalt parking lot if damaged by truck traffic.
- k) Site restoration, sodding, landscaping or grow-in.
- l) Permit fees, Inspection fees.
- m) A vehicle to tow FieldTurf maintenance equipment.
- n) Any costs associated with the supply and installation of the light poles or other structure required for mounting the lightweight sensors; this proposal assumes and is based upon the existence of an adequate light pole or structure at a suitable height on site ready for Genius installation.
- o) Any costs associated with the supply and installation of power to the pole location required to power the sensor units.
- p) Any costs associated with site preparation and/or suitability of the Genius system; this proposal is expressly conditioned upon FieldTurf's review and, as appropriate, confirmation of site suitability.
- q) All applicable union labor and other labor law levies.
- r) Anything not explicitly noted in the inclusions.

COOP PRICING PROPOSAL



The price is valid for a period of 90 days. The price is subject to increase if affected by an increase in raw materials, freight, or other manufacturing costs, a tax increase, new taxes, levies or any new legally binding imposition affecting the transaction. The parties recognize that the impacts of the COVID-19 pandemic are currently unpredictable and could lead to limitations in labor availability and delays in the supply and delivery of materials, equipment or products. In addition, as these contingencies have not been factored into this proposal; materials, equipment and/or products to be used in performing the work may become subject to a price increase. Accordingly, it is acknowledged that the seller/FieldTurf shall (a) not be subject to any damages for any delay due to events beyond its control and, (b) be allowed an equitable adjustment of the time and/or of the price of this proposal or any contractual document resulting therefrom. Please note that the seller/FieldTurf shall use its best efforts to ensure that it fulfills its commitments and will strive to minimize any negative impacts as they may arise. Thank you for your kind understanding.

Please feel free to reach out to any member of our project team with questions about our offer:

Trey Sherrill

Project Manager

(423) 443-5418

Trey.Sherrill@FieldTurf.com

Brian Kramer

Regional Sales Manager

(816) 550-3037

Brian.Kramer@FieldTurf.com

Thank you again for your interest in FieldTurf, we look forward to working with you.

The present proposal serves to provide an overview of the terms and conditions governing the business relationship between the parties for the completion of the above-referenced transaction. The parties hereby undertake to subsequently formalize their agreement by signing a more detailed agreement and/or purchase order ("Contract") and as such the amount listed herein shall be an estimate which will be formalized in said Contract.

By its signature(s) below, the customer acknowledges having read and accepted this proposal and undertakes to be bound by it.

Per:

Marie-Christine Raymond, Director of Operations
FieldTurf USA, Inc. / Tarkett Sports Canada, Inc.

Owner (Signature)

Printed Name and Title

FieldTurf USA, Inc. holds the Cooperative Purchase contract, any PO for Contract must be made out to FieldTurf USA, Inc. 175 N Industrial Blvd NE. Calhoun, GA 30701

If you have questions regarding the FieldTurf and Beynon SmartBuy Cooperative Purchasing Program, please contact Eric Fisher at: Eric.Fisher@smartbuycooperative.com.



COOP PRICING PROPOSAL



CONDITIONS

Notwithstanding any other document or agreement entered into by FieldTurf in connection with the supply and installation only of its product pursuant to the present bid proposal, the following shall apply:

- a) This bid proposal and its acceptance is subject to strikes, accidents, delays beyond our control and *force majeure*.
- b) FieldTurf's preferred payment terms are as follows: (i) 50% of the Price upon Customer's execution of contract; (ii) 40% of the Price upon shipment of materials from FieldTurf's manufacturing facility; and (iii) Remaining balance of ten percent (10%) upon substantial completion of the field, which shall be achieved when Customer is able to use the field for its intended purpose, even if punchlist items remain and the Certificate of Completion has not been executed by Customer.
- c) Accounts overdue beyond 30 days of invoice date will be charged at an interest rate of 10% per annum.
- d) FieldTurf requires a minimum of 21 days after receiving a fully executed contract or purchase order and final approvals on shop drawings to manufacture, coordinate delivery and schedule arrival of installation crew. Under typical field size and scenario, FieldTurf further requires a minimum of 28 days per field to install the Product subject to weather and *force majeure*.
- e) FieldTurf requires a suitable staging area. Staging area must be square footage of field x 0.12, have a minimum access of 15 feet wide by 15 feet high, and, no more than 100 ft from the site. A 25 foot wide by 25 foot long hard or paved clean surface area located within 50 feet of the playing surface shall be provided for purposes of proper mixing of infill material. Access to any field will include suitable bridging over curbs from the staging area to permit suitable access to the field by low clearance vehicles. Staging area surface shall be suitable for passage with motor vehicles used to transport materials to the site and/or staging area. FieldTurf shall not be liable for any damages to the staging area or its surface unless such damages are caused by FieldTurf's intentional misconduct or negligence.
- f) This proposal is based on a single mobilization. If the site is not ready and additional mobilizations are necessary, additional charges will apply.
- g) Upon substantial completion of FieldTurf's obligations, the Customer shall sign FieldTurf's Certificate of Completion in the form currently in force; to accomplish this purpose, the Customer will ensure that an authorized representative is present at the walk-through to determine substantial completion and acceptance of the field, which may include a list of punch list items.
- h) FieldTurf shall not be a party to any penalty clauses and/or liquidated damages provisions.
- i) FieldTurf shall be entitled to recover all costs and expenses, including attorney fees, associated with collection procedures in the event that FieldTurf pursues collection of payment of any past due invoice.
- j) All colors are to be chosen from FieldTurf's standard colors.

THE TARKETT SPORTS FAMILY - LEADERS IN SPORTS SURFACING



NEW BUSINESS - FOR ACTION

Agenda Item VI.E.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

SUBJECT: RESOLUTION DISCONTINUING POSITIONS FOR 2023-2024

(Recommended by the Superintendent)

That the board of education approve the attached resolution which eliminates certified positions within specific licensure areas as recommended to achieve the necessary staffing for 2023-2024.

Background Information

(Prepared by Craig Holje)

16.01 FTE certified positions need to be eliminated for the 2023-2024 school year in order to adjust staffing to the projected student enrollment and the associated revenue in the formula allowance. In addition, staffing also addresses fluctuation in grade levels and course registrations. Adjustments were also made to account for program needs and necessary budget reductions.

2023-2024 staffing will maintain current average class sizes. Staffing may be increased later this spring once additional revenue and student registration information is available.

Attached:

Resolution Discontinuing Positions for 2023-2024

RESOLUTION DISCONTINUING POSITIONS

WHEREAS financial limitations, because of multiple factors including enrollment changes, applicable to Independent School District No. 280 (Richfield) have restricted the amount of revenue available to the School District in the school year 2023-2024; and

WHEREAS a need exists to provide a sound educational program commensurate with the financial resources available; and

NOW THEREFORE BE IT RESOLVED that the position(s) of:

[illegible]

be and the same hereby is/are discontinued pursuant to the provision of Minn. Stat. Sec. 122A.40.

Chair

Clerk

Date

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

SUBJECT: STEM Partial Roof Replacement

(Recommended by the superintendent)

That the board of education authorize the administration's request to proceed with the Richfield STEM School partial roofing.

Background

(Prepared by Dan Kretsinger & Craig Holje)

The project, outlined on the attachment, is paid through Long Term Facility Maintenance (LTFM) revenue. The proposed FY23-24 LTFM roof budget is projected at \$546,948.00, including consultant fees. The project would begin in July 2023 with a completion date of September 2023. This project is through a Joint Powers agreement through Metro ESCU's Cooperative Purchasing Connection agreement and does not require a formal bid. Tremco, Inc. is our consultant, and will be preparing the plans and specifications for the project as well as providing project management and quality control services.

2023 Richfield STEM Reroof

OWNER: Richfield Public Schools

BID TABULATION

BID ITEMS	BIDDER	BIDDER	BIDDER	BIDDER	BIDDER
	John A Dalsin 2830 20 th Ave S. Minneapolis, MN 55407 612-729-9334	Flynn 15525 32 nd Ave N Minneapolis, MN 55447 763-559-0222	Berwald Roofing 2440 Charles Street St. Paul, MN 55109 651-777-7411	McDowall 1431 Prosper Drive Waite Park, MN 56387 320-251-8640	
BASE BID:					
Base Bid Total:	\$588,731	\$546,948	\$810,000	\$844,700	
ALTERNATE BIDS:					
NA					
UNIT PRICES:					
UP #1: Deteriorated wood blocking (per board foot)	\$4.65	\$4.50	\$11.00	\$6.00	
UP #2: Remove and Replace Drain Bowl	\$2,600	\$400	\$3,000	\$3,000	
Working Days	30	13	30	34	



February 13th, 2023

Richfield Public Schools
401 70th Street W
Richfield, MN 55423
Attn: Dan Kretsinger

RE: Letter of Recommendation – 2023 STEM Roofing Project

Mr. Dan Kretsinger:

Tremco has reviewed all the bid packages received for the 2023 STEM roof replacement project at Richfield Public Schools. The apparent low bidder is Flynn Midwest. A thorough post bid interview has been conducted to ensure project viability and they are comfortable with their bid package numbers and project schedule.

Based on the post bid interview, bid package numbers and their extensive successful history on our projects, we would like to recommend that Flynn Midwest be awarded the reroof project at a contract value of \$546,948.00.

Please feel free to contact me with any questions or concerns regarding this project.

Sincerely,

John O'Hearn
Tremco Inc.
612-408-3933
johearn@tremcoinc.com

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 6, 2023

Subject: Donations

(Recommended by the superintendent)

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

The RHS French Club received donations of:

- \$25.00 from Susan Johnson of Minneapolis
- \$25.00 from Madison Hagen of Richfield
- \$10.00 from Rebecca Jackson of Richfield
- \$75.00 from Komlanvi Sronvi of Richfield
- \$25.00 from Ann Rummel of Richfield
- \$55.00 from Kari Tomlinson of Richfield
- \$25.00 from Angela Foss of Richfield
- \$10.00 from Delaney Loftsgaarden of Minneapolis
- \$25.00 from Jan McCormick of Hinckley, MN
- \$25.00 from Kathie Stracka of Richfield
- \$25.00 from Tim Bury of Richfield
- \$25.00 from Carol Gilbert of Richfield in honor of "Trina Keller and Suzanne Baird, my RHS French teachers"
- \$25.00 from Ellen Tronnes of Richfield
- \$25.00 from Emily Olson of Richfield
- \$10.00 from Chris Gacek of Richfield
- \$500.00 from Jan Black of Los Angeles, CA in honor of all the dedicated teachers
- \$50.00 from Meg Robles of Richfield
- \$10.00 from Mark Stracka of Richfield
- \$100.00 from Dr. Robert Jon Peterson of Richfield
- \$50.00 from Katherine Epler of Richfield
- Anonymous donations totaling \$140.00

The RHS Science Department received donations for the BWCA Trip of:

- \$20.00 from Art Brown II of Minneapolis
- \$50.00 from Alexis Hile of Richfield
- \$100.00 from Adam W., of Savage, MN dedicated to "the Bassman – one of Richfield's finest who I may have conducted a science experiment or two with!"

- \$25.00 from Melanie Krautkramer of Richfield dedicated to Katy Holten/Bryn Belland
- \$100.00 from K. Bass of Marietta, GA in memory of “Jason Bass an aspired Chemistry teacher”
- An anonymous donation of \$120.00

Richfield High School received a donation of \$25.00 from Mary Banwell of St. Paul.

The RPS Sunshine Lunch Account received donations totaling \$20.00 from Brianne Pitt of Richfield.