

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, July 17, 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. Public Comment
 - B. Superintendent Update
 - 1. Referendum Planning Update
 - 2. Health Services Presentation
 - 3. Board Self-Evaluation
- IV. CONSENT AGENDA
 - A. Routine Matters
 - 1. Minutes of the regular meeting held June 26, 2023
 - 2. General Disbursements as of 7/6/23 in the amount of \$2,691,260.45
 - 3. Investment Holdings
 - 4. Designation of Depositories
 - 5. Signatories on Deposit Accounts
 - 6. Signatories on MCU Depository Accounts
 - 7. Wire Transfer Funds Authorization
 - 8. Official Newspaper Designation
 - 9. Legal Counsel Authorization
 - 10. Membership in Associations
 - 11. Board Secretary Approval
 - B. Personnel Items
- V. OLD BUSINESS
 - A. Policy 653: Field Trips & Administrative Guidelines 653.1 & 653.2

B. Policy 978: Passes to Athletic Contests and Other School Activities

VI. NEW BUSINESS

A. Resolution Filling a School Board Vacancy by Appointment

B. Amended Resolution Designating Polling Places for 2023

C. Policy 405: Employee Publications, Instructional Materials, Inventions and Creations

D. Right-of-Way and Utility Easement

VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

1. Summary of Closed Session – Superintendent Evaluation

C. Suggested/Future Agenda Items

D. Future Meeting Dates

8-7-2023	7 p.m.	Regular Board Meeting
8-21-2023	7 p.m.	Regular Board Meeting – Public Comment

VIII. ADJOURN REGULAR MEETING

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

Agenda Item II.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 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.

ABE:	Adult Basic Education
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
ALC:	Area Learning Center
AMSD:	Association of Metropolitan School Districts
AP:	Advanced Placement
AP:	Assistant Principal
APBP:	Association of Pedestrian and Bicycle Professionals
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
BPH:	Bloomington Public Health
C&A:	Connect & Assess
CAD:	Computer-aided Design
CAV-X:	Connected and Automated Vehicles Office (MnDOT)
CCR:	Career & College Readiness
CDC:	Centers for Disease Control
CE:	Community Education
CIS:	College in the Schools
CLSD:	Comprehensive Literacy State Development
COL:	Cost of Living

CPR & AED:	Cardiopulmonary Resuscitation & Automated External Defibrillator
DA:	Dream Act
D.O.:	District Office
DSLNL:	District Summer Learning Network
EAP:	Employee Assistance Program
ECSE:	Early Childhood Special Education
ELA:	English Language Arts
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
HSSC:	Hennepin South Services Collaborative
IEP:	Individualized Education Plan
IHP:	Individual Healthcare Plan
LAN:	Local Area Network
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
LTD:	Long Term Disability
LTFM:	Long-Term Facilities Maintenance
LSN:	Licensed School Nurse
MASA:	Minnesota Association of School Administrators
MASMS:	Minnesota Educational Facilities Management Professionals Association
MCA:	Minnesota Comprehensive Assessments
MDE:	Minnesota Department of Education
MDH:	Minnesota Department of Health
MFA:	Multi-Factor Authentication
MIEA:	Minnesota Indian Education Association
MIRA:	Módulo de información recursos y apoyo (CE partner)
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
NCTM:	National Council of Teachers of Mathematics
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
READY:	Residents Encouraging Asset Development in Youth
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
SLA:	Spanish Language Arts
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
TCRWP:	Teachers College Reading & Writing Project
TMC:	Tri-Metro Conference
TS GOLD:	Teaching Strategies GOLD® Assessment
UFARS:	Uniform Financial Accounting and Reporting Standards
VEBA:	Voluntary Employees' Beneficiary Association
VPK:	Voluntary PreKindergarten
WBWF:	World's Best Workforce
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 II.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

Subject: Ongoing Board Calendar

Upcoming Events to Attend:

Saturday, July 29: Urban Wildland Half Marathon & 5K, 7 a.m. @ Veterans Park

Monday, August 7: Board Meeting, 7 p.m.

Monday, August 21: Board Meeting, 7 p.m.

Tuesday, September 5: Board Meeting, 7 p.m.

Monday, September 18: Board Meeting, 7 p.m.

Upcoming Holidays, Heritage Months, and Appreciation Days:

September is Hispanic Heritage Month

Monday, September 4: Labor Day

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

Agenda Item III.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

Subject: Superintendent Update

Consultant Peter Leatherman will provide information relating to fall referendum opportunities. Health Services Supervisor Michelle Whiteside will present. Superintendent Unowsky will share information about the annual board self-evaluation.

Board Self-Evaluation:

The board updated Policy 209 and Administrative Guideline 209.1 on January 3, 2023. Due to this update, the board does not have specific goals that were set for the 2022-23 school year. However, it was stated that the board would complete a self-evaluation in July based on the annual governance reflection areas. Then in August the board will set three overarching goals for the 2023-34 school year.

Annual Governance Reflection Areas:

- Partnership with the superintendent
- Connection with students, staff, and community
- Orientation to policy and the District's strategic plan, mission, vision, and values in board meetings and as board representatives

Attached:

Referendum Planning Update Presentation

Health Services Presentation

Administrative Guideline 209.1: Board Self-Evaluation Form

Richfield Public Schools

2023 Brushfire Study

The Morris Leatherman Company

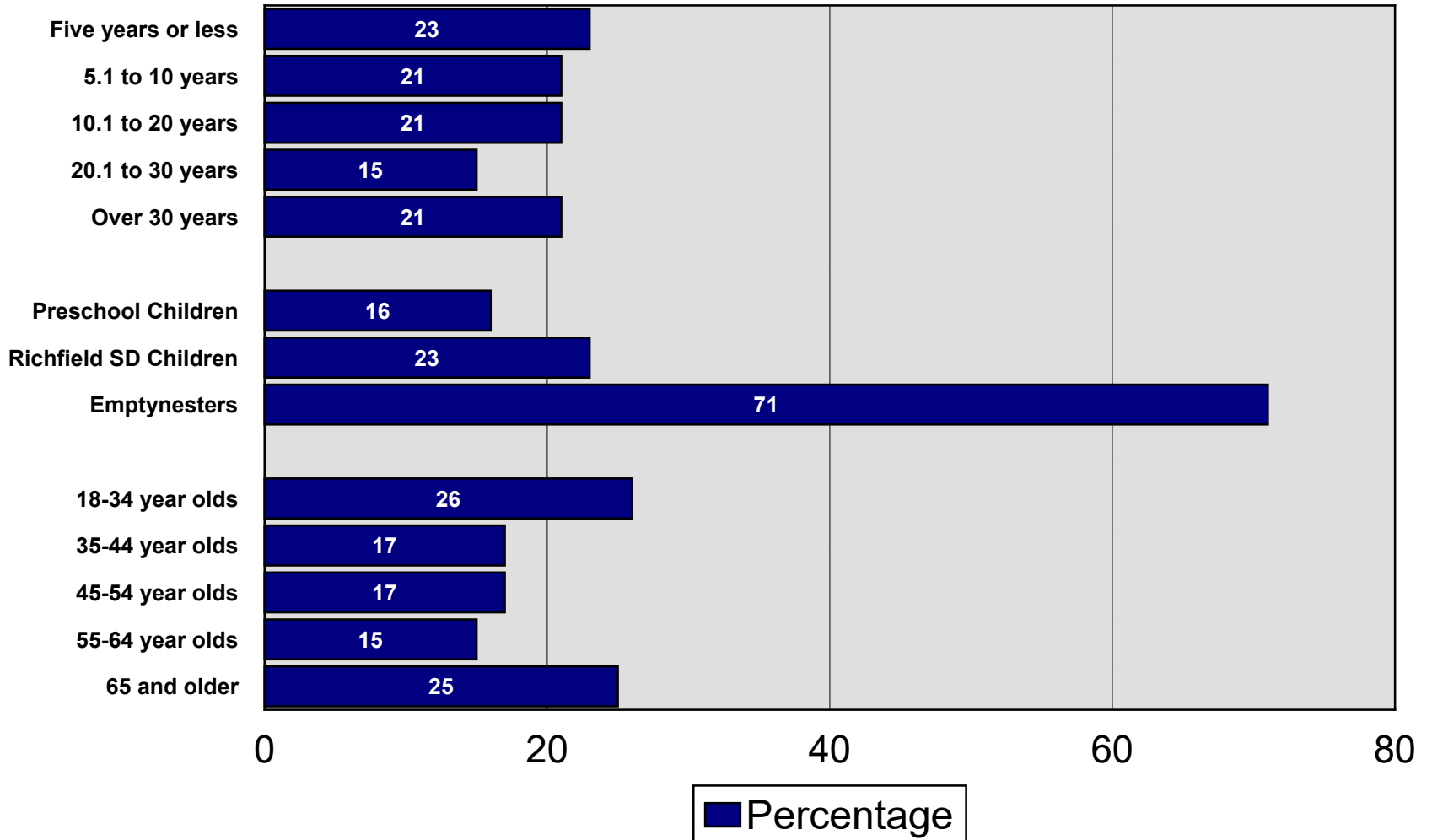
Survey Methodology

2023 Richfield Public Schools Brushfire Study

-) 625 random household sample of Richfield Public Schools residents
-) Telephone interviews conducted between June 27th and July 10th, 2023
-) Average interview time of 5 minutes
-) Non-response level of 6.0%
-) Projectable within +/- 4.0% in 95 out of 100 cases
-) Cellphone Only Households: 50%
-) Landline Only Households: 11%
-) Both Landline and Cellphone Households: 39%

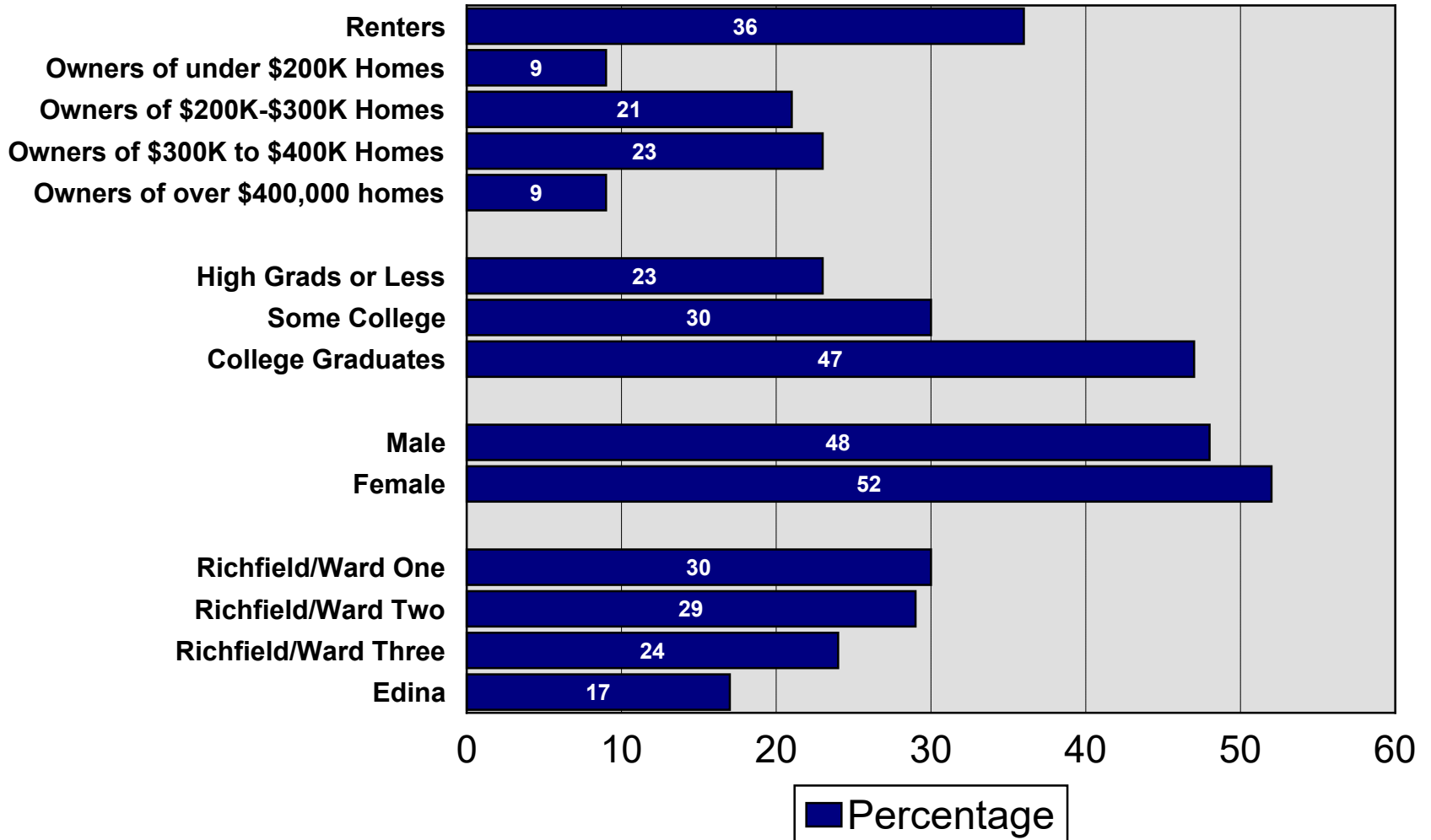
Demographics I

2023 Richfield Public Schools Brushfire Study



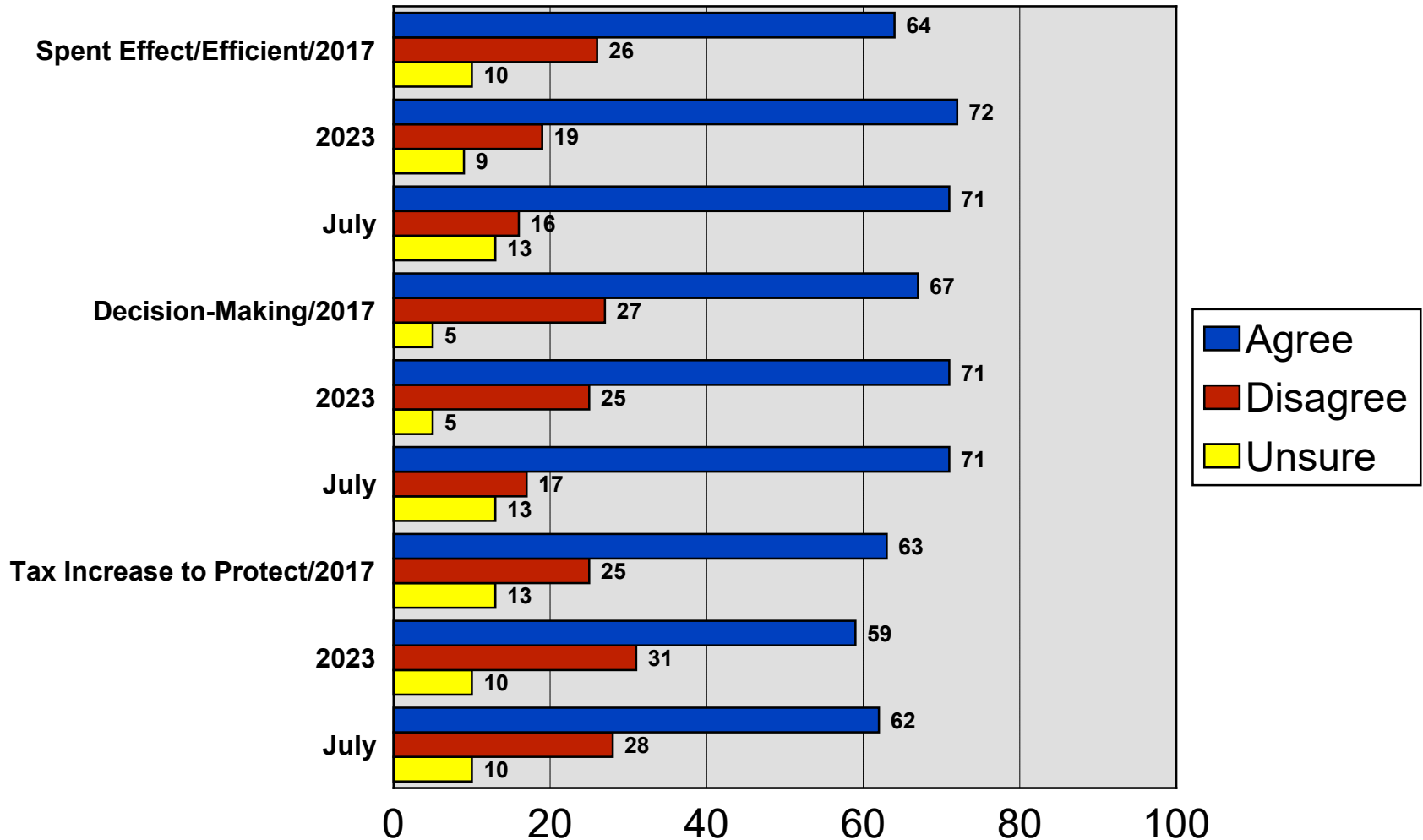
Demographics II

2023 Richfield Public Schools Brushfire Study



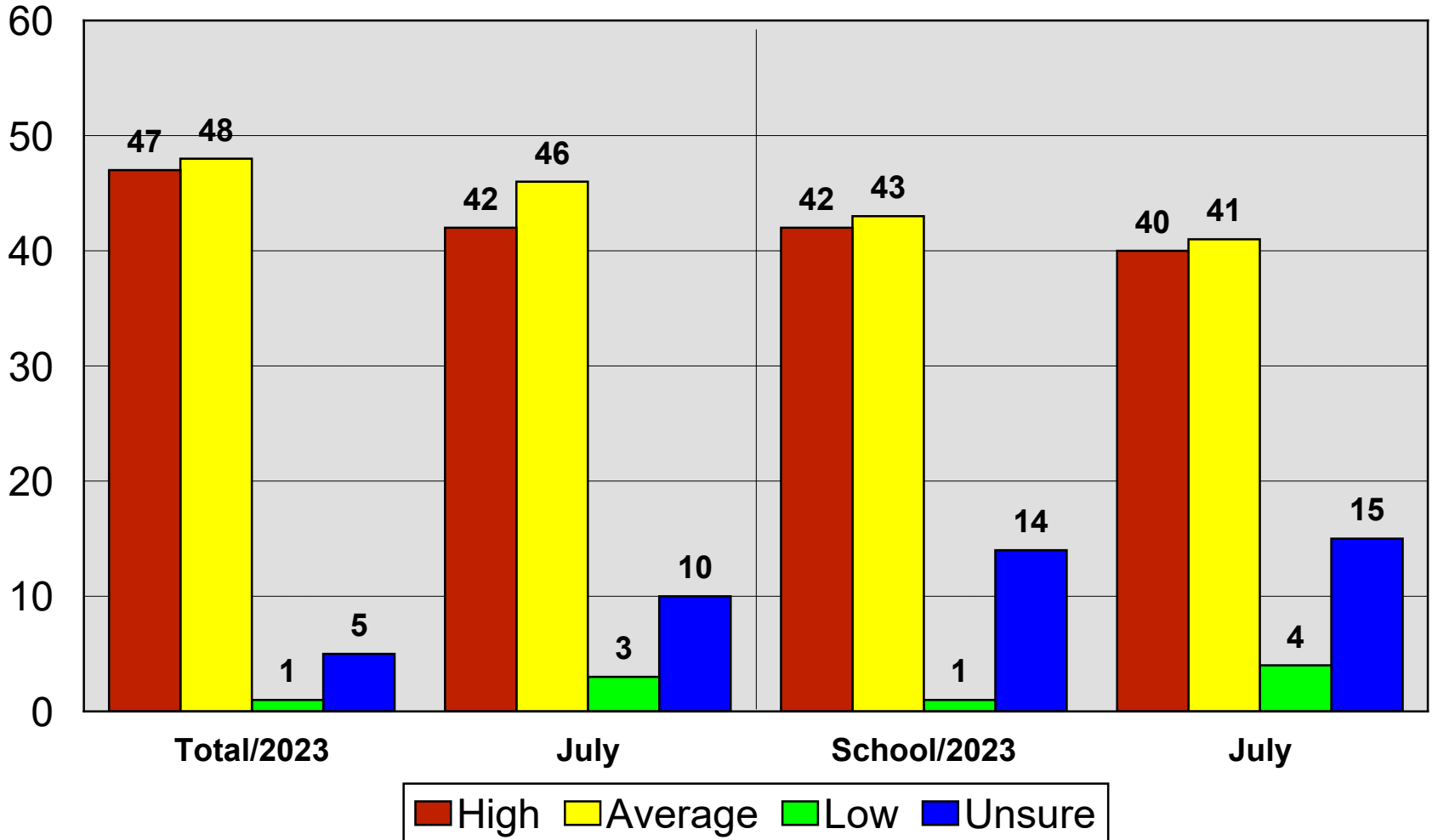
Specific Perceptions

2023 Richfield Public Schools Brushfire Study



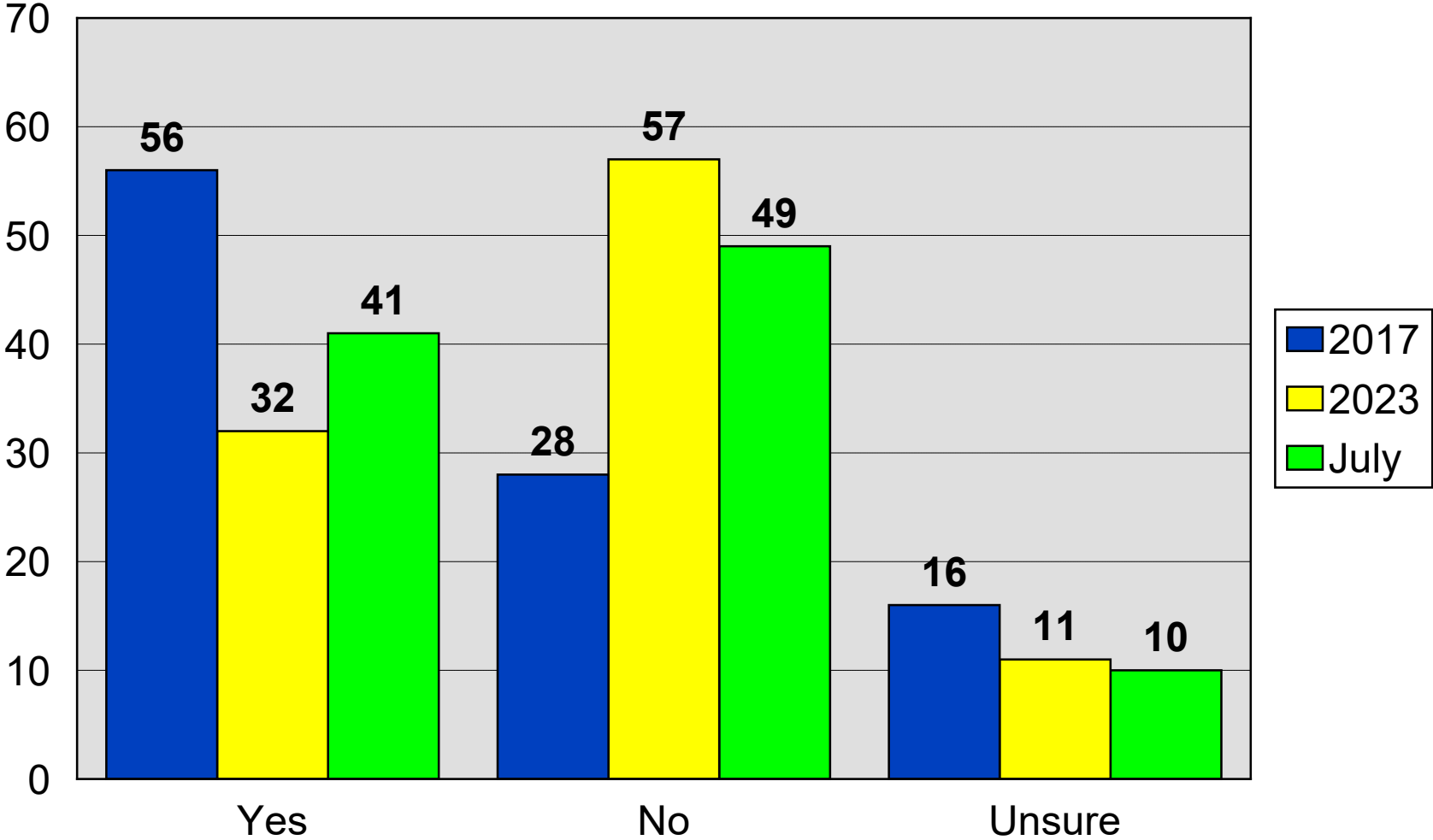
Property Tax Climate

2023 Richfield Public Schools Brushfire Study



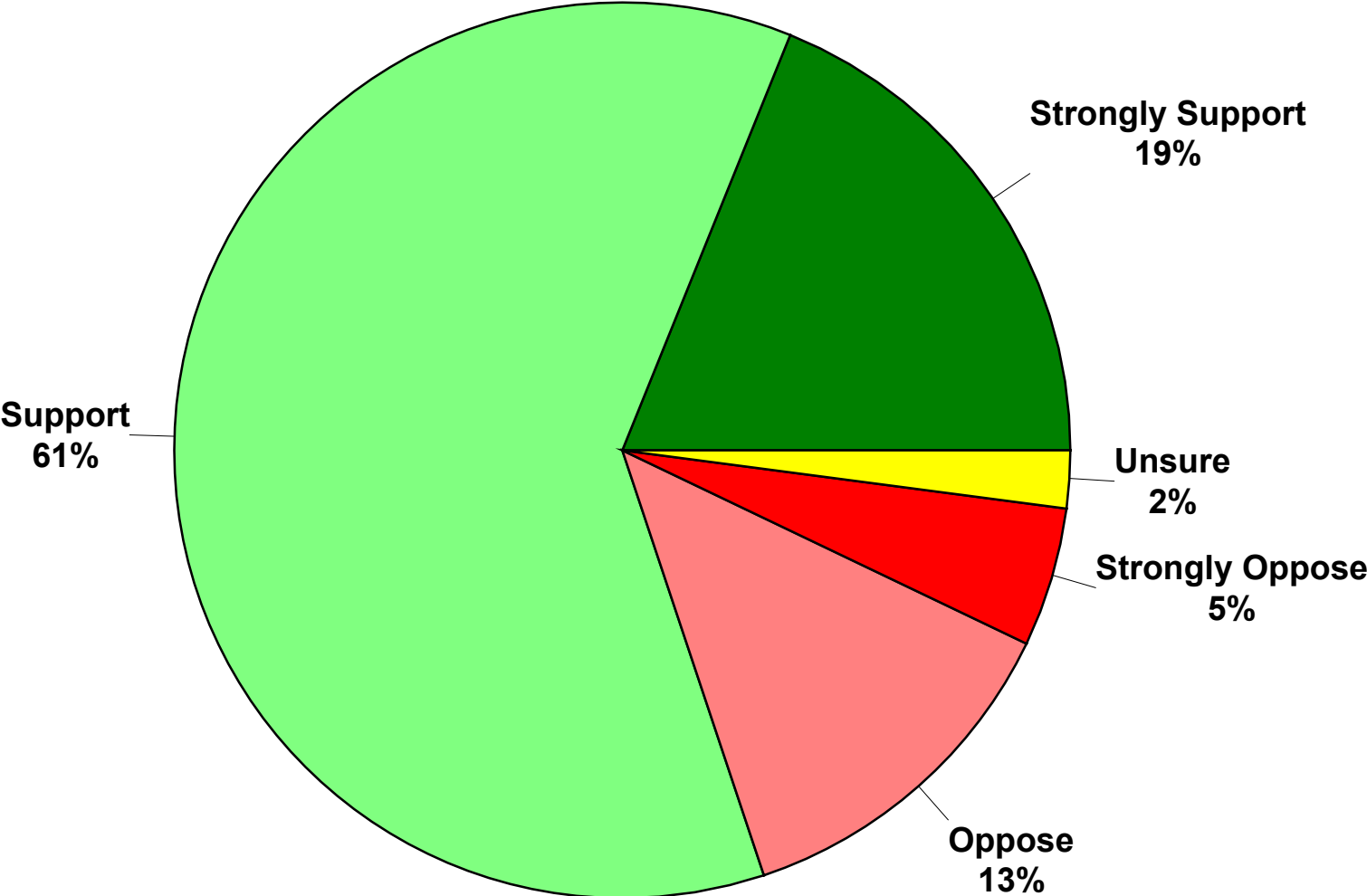
District Adequately Funded

2023 Richfield Public Schools Brushfire Study



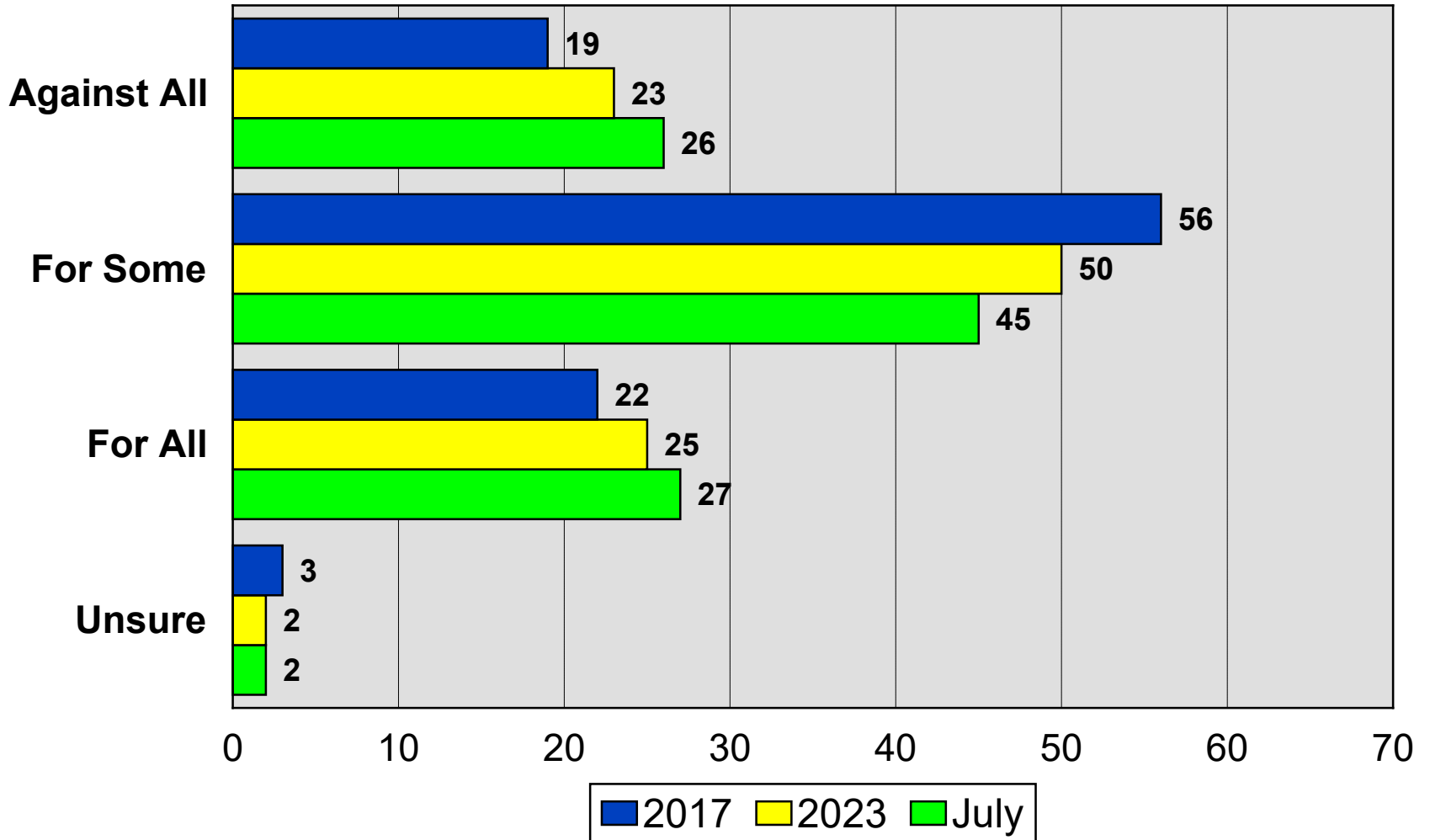
Capital Project Levy Renewal

2023 Richfield Public Schools Brushfire Study



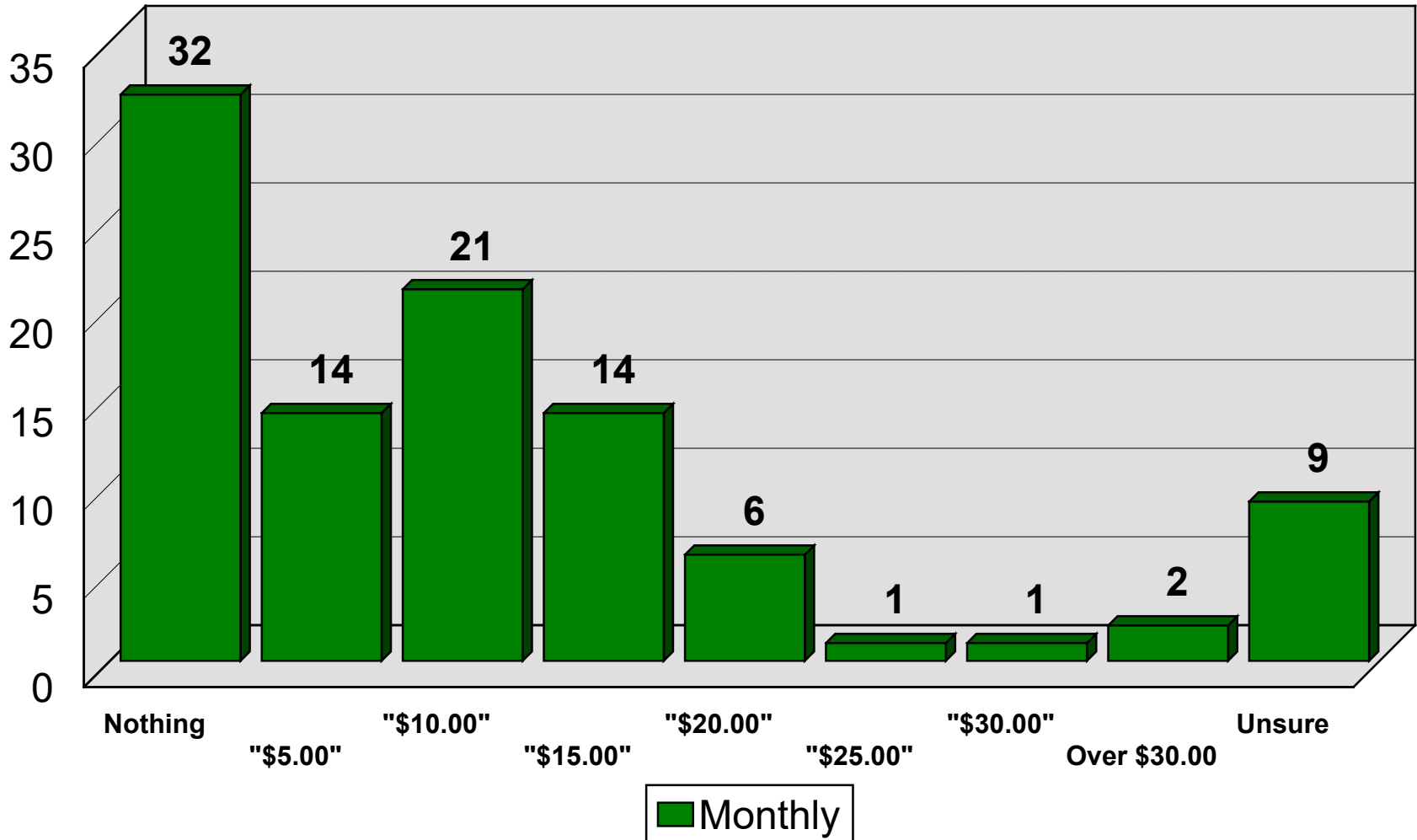
Referendum Predisposition

2023 Richfield Public Schools Brushfire Study



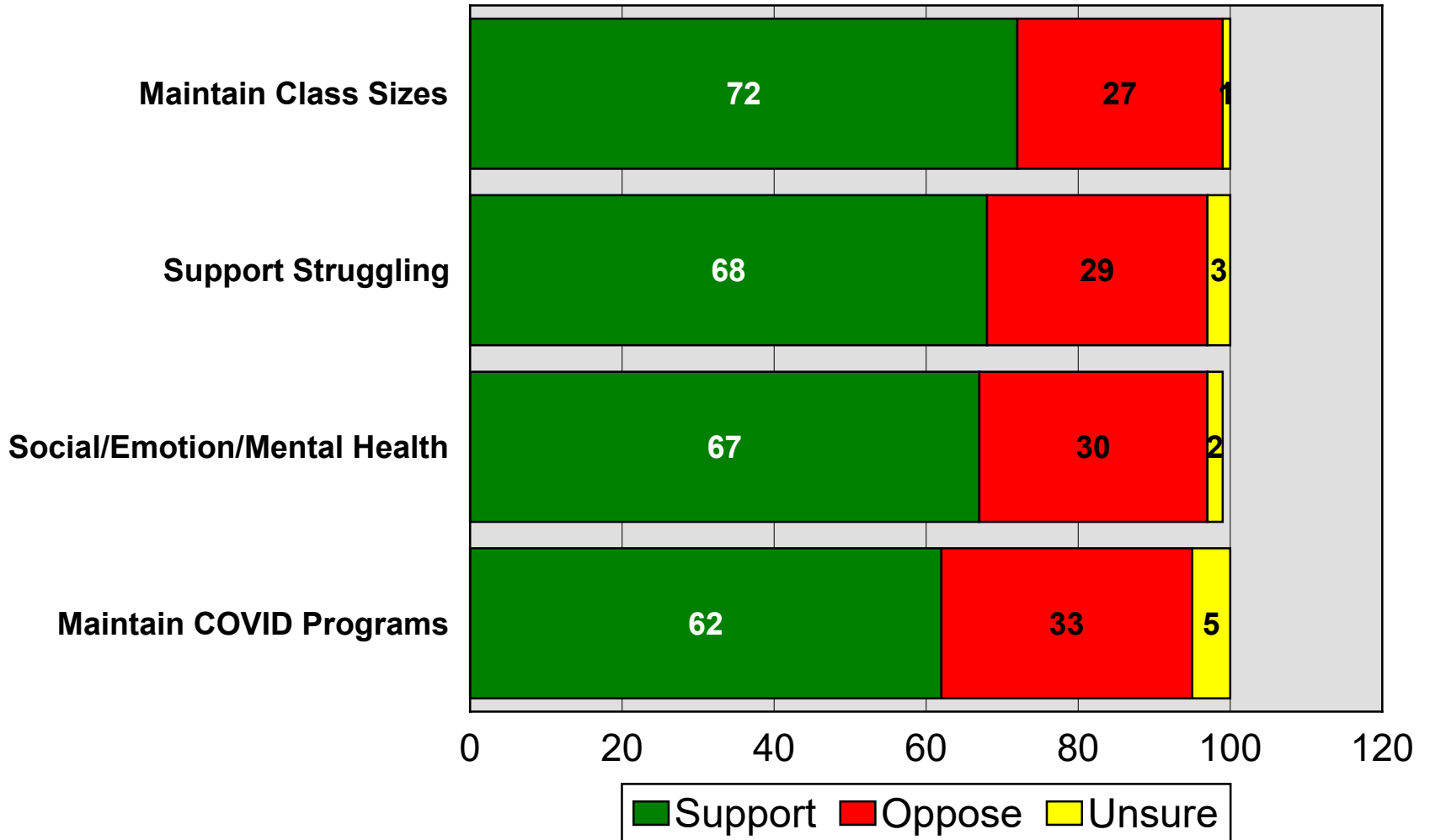
Tax Increase for Operating Funds

2023 Richfield Public Schools Brushfire Study



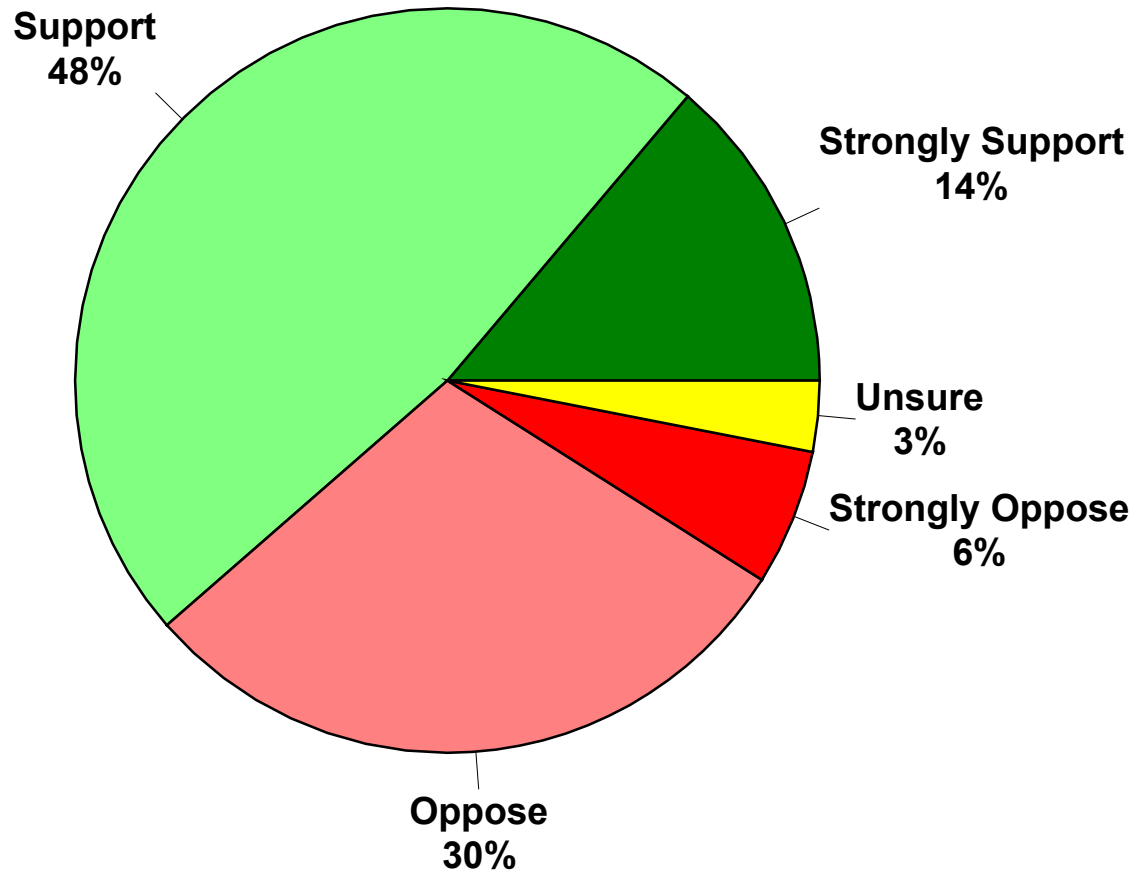
Tax Increase for....

2023 Richfield Public Schools Brushfire Study



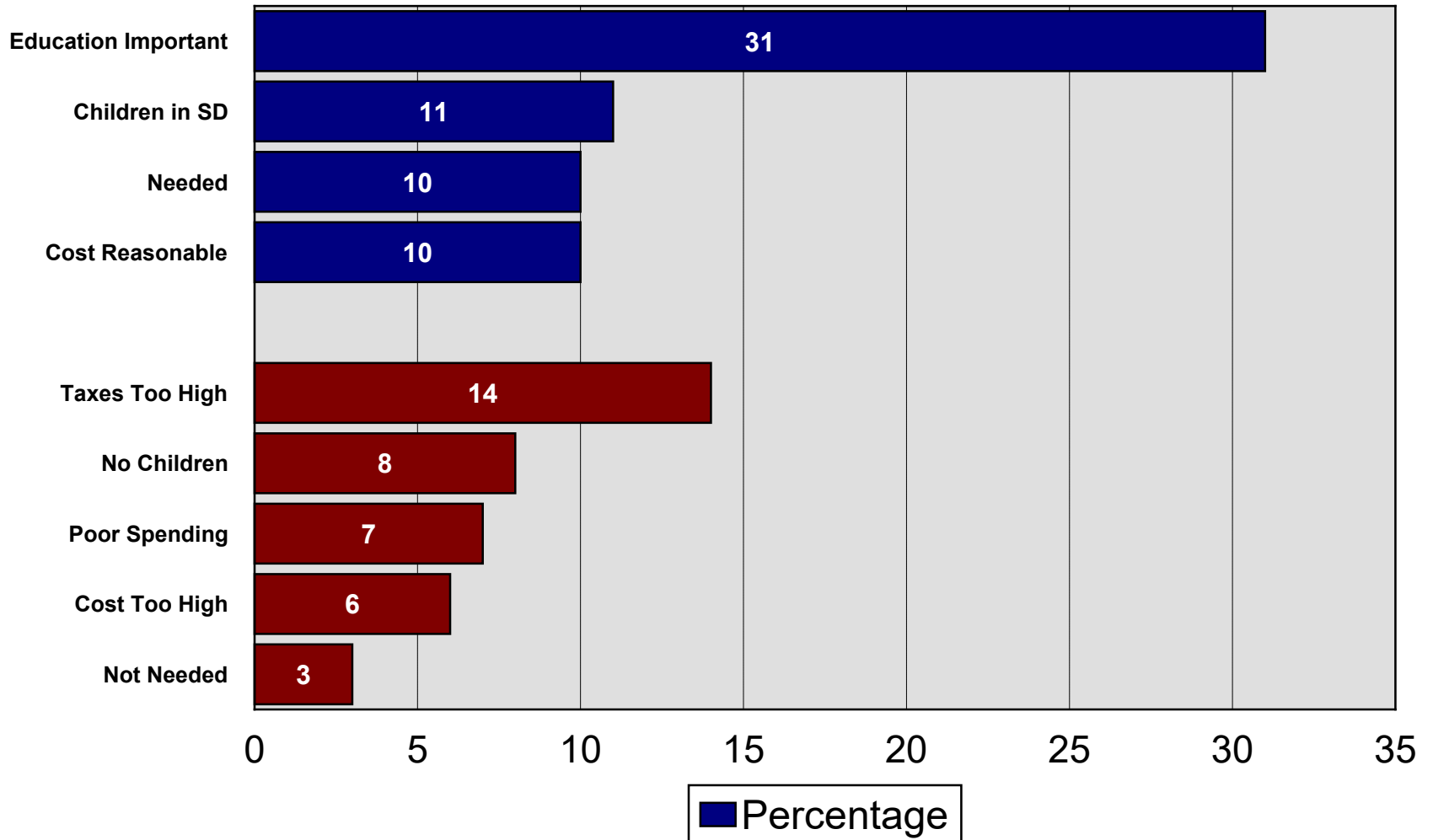
\$2,150 PPU Operating Levy

2023 Richfield Public Schools Brushfire Study



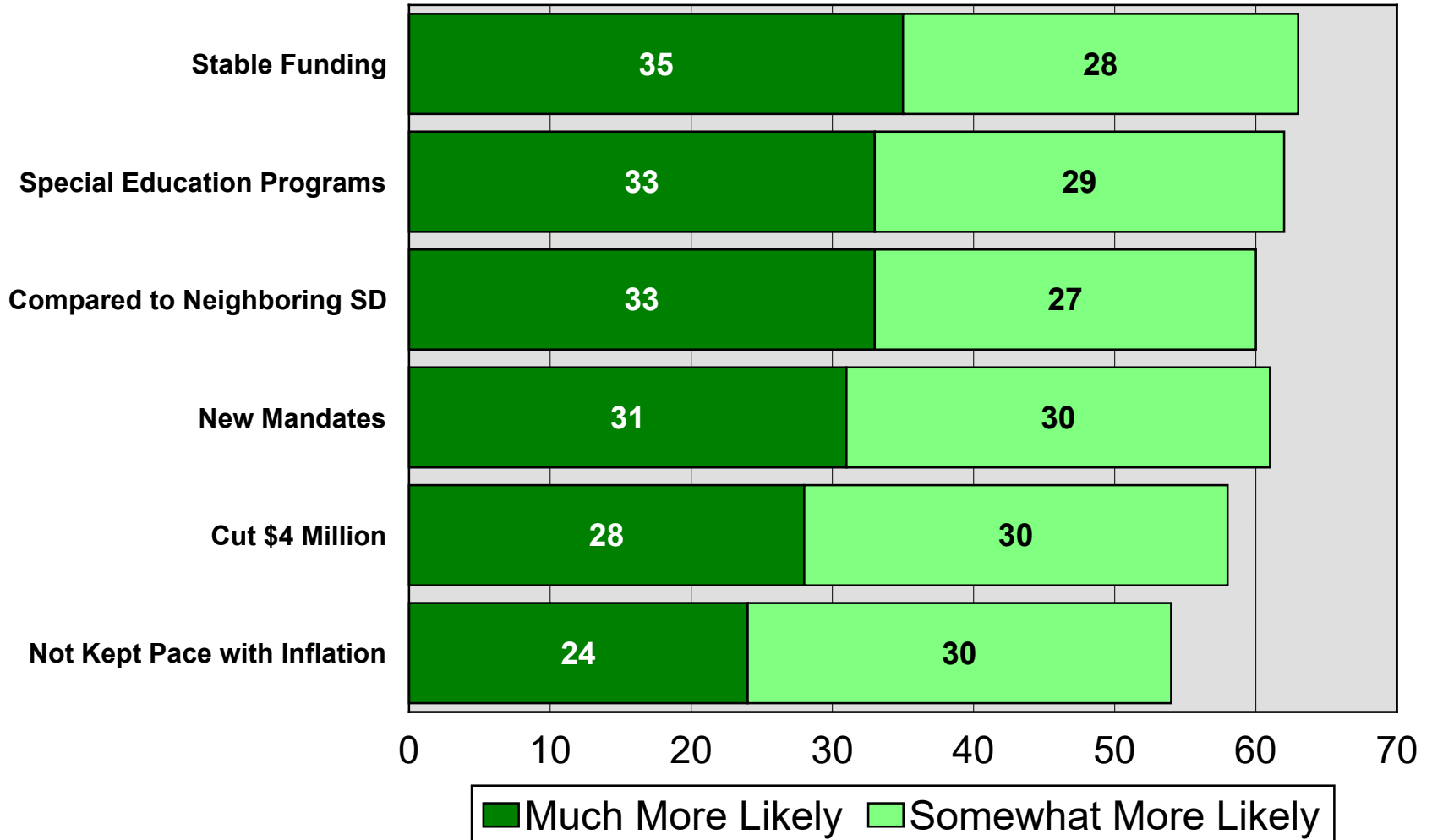
Reasons for Operating Levy Decision

2023 Richfield Public Schools Brushfire Study



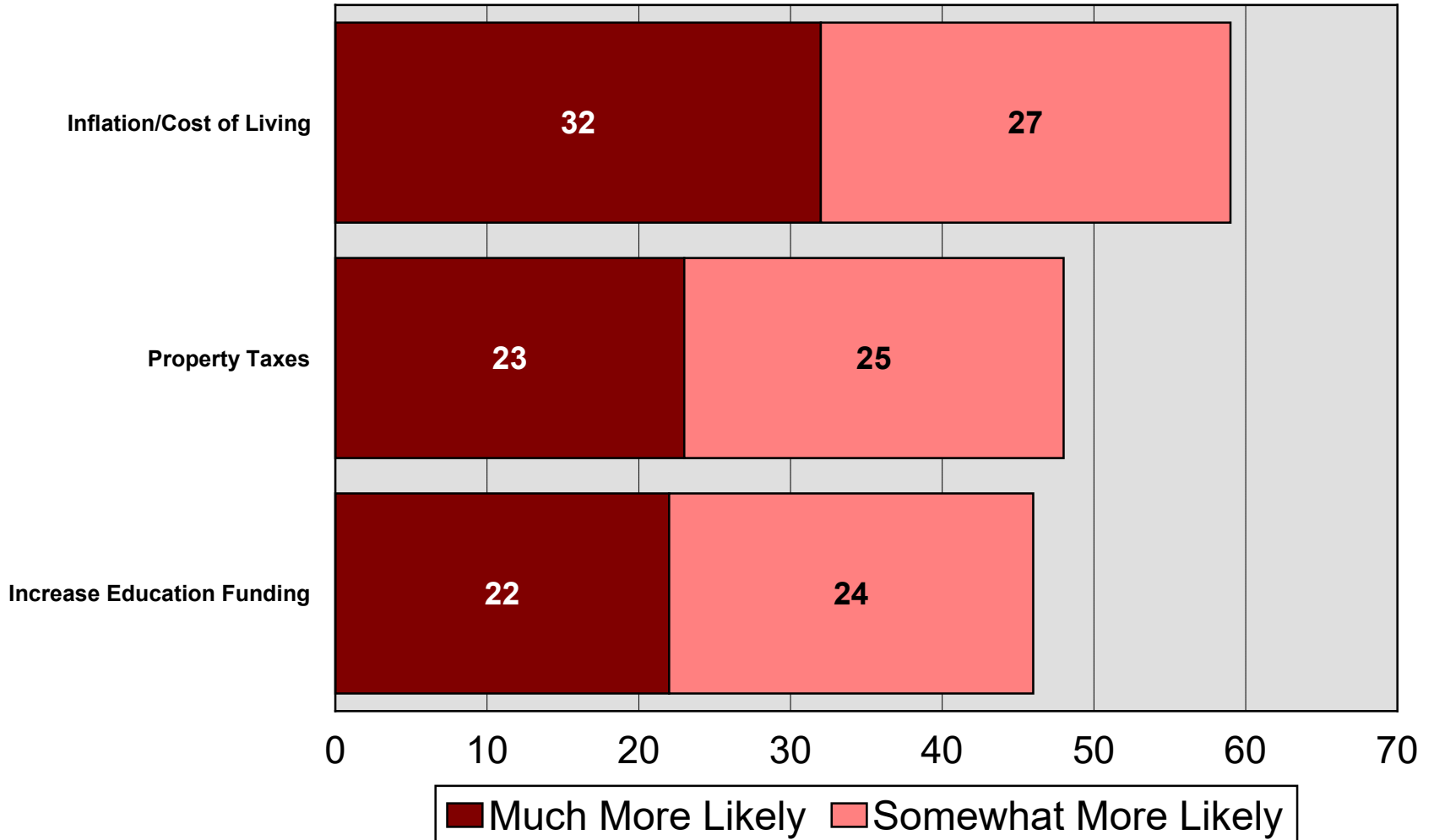
Arguments in Support

2023 Richfield Public Schools Brushfire Study



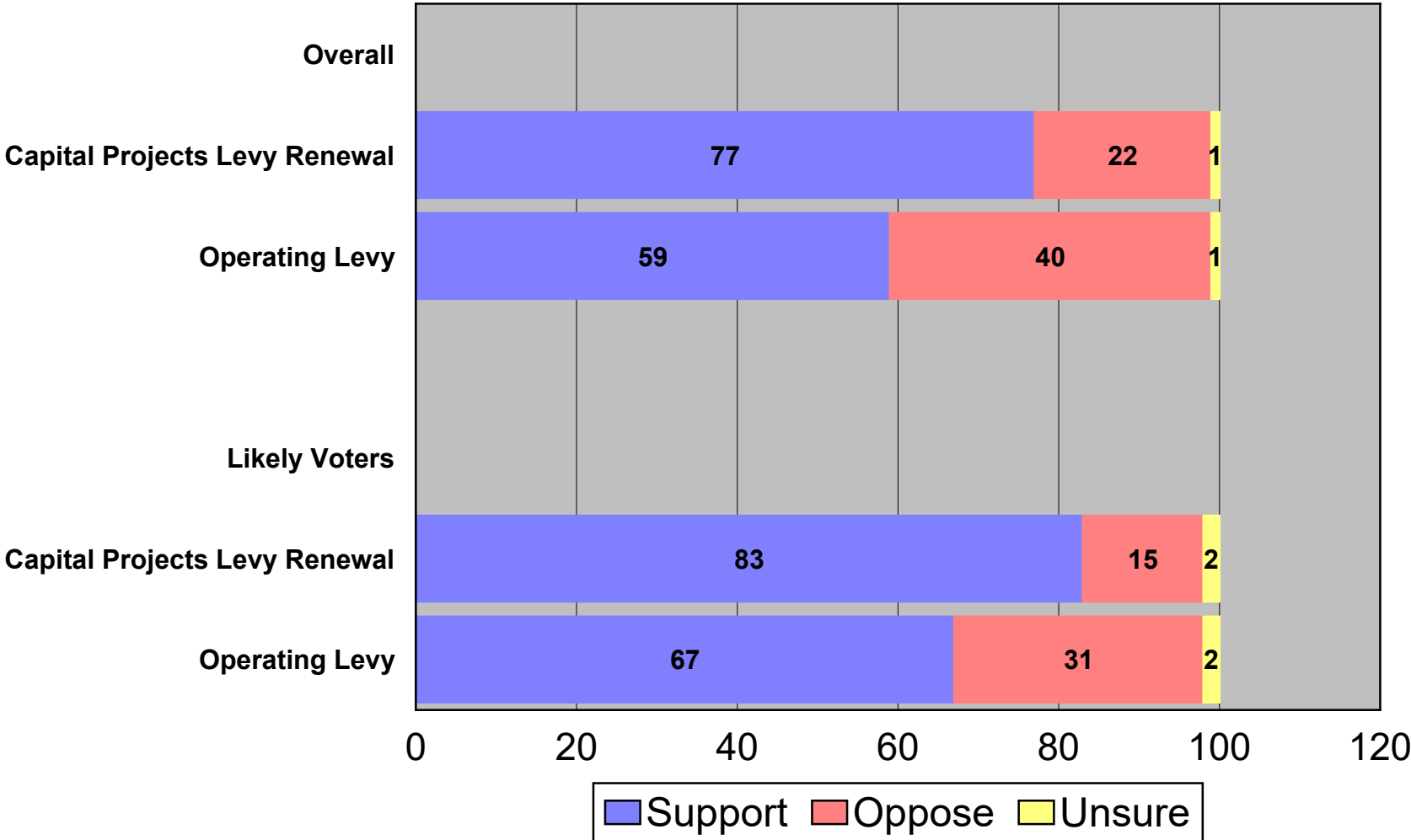
Arguments in Opposition

2023 Richfield Public Schools Brushfire Study



November Vote

2023 Richfield Public Schools Brushfire Study



Enriching and accelerating learning

R

**RICHFIELD
PUBLIC SCHOOLS**

**Health Services:
Telling Our Story**

Michelle Whiteside, BSN, RN, PHN, LSN

Darby Swank, BSN, RN, PHN, LSN

Enriqueciendo y acelerando el aprendizaje



RICHFIELD

PUBLIC SCHOOLS

AGENDA

- **Who we are**
- **What we do**
- **What we see**
- **What's next**

Who We Are



RICHFIELD
PUBLIC SCHOOLS

Public Health & Licensed School Nurses:

Michelle Whiteside: Districtwide: South Education Center

Darby Swank: Districtwide: Central Education Center

Libby Nelson: Richfield High School

JulieAnn Hanks: Richfield Middle School

Health Assistant Paraprofessional Staff:

Laurie Jackson: R-STEM Elementary School

Jenny Rodriguez: Richfield Dual Language School

Allisha Mazurkiewicz: Sheridan Hills Elementary School

Rosario Aguirre Iguanero: Centennial Elementary School



Vision: All students are healthy, safe and ready to learn

Mission: Optimize student health and learning

Health Services Staffing Guidelines & Recommendations



- **On average, in Minnesota there is one Licensed School Nurse (LSN) per 1,400 students**
- **In Richfield we have 4 LSN's, approximately 1 per 1,050 students**
- **National Association of School Nurses (NASN) recommends**
 - one LSN per 750 general education students with zero known health concerns
 - Lower ratio for students with daily health needs 1:225 (NASN 2015)
 - Both NASN and the American Academy of Pediatrics (AAP) recommend that school districts provide a full-time nurse in every school building

What We Do

Care Coordination

- Case Management
- Chronic Disease Management
- Education
- Delegation
- Student Care Plans (IHP'S)

Leadership

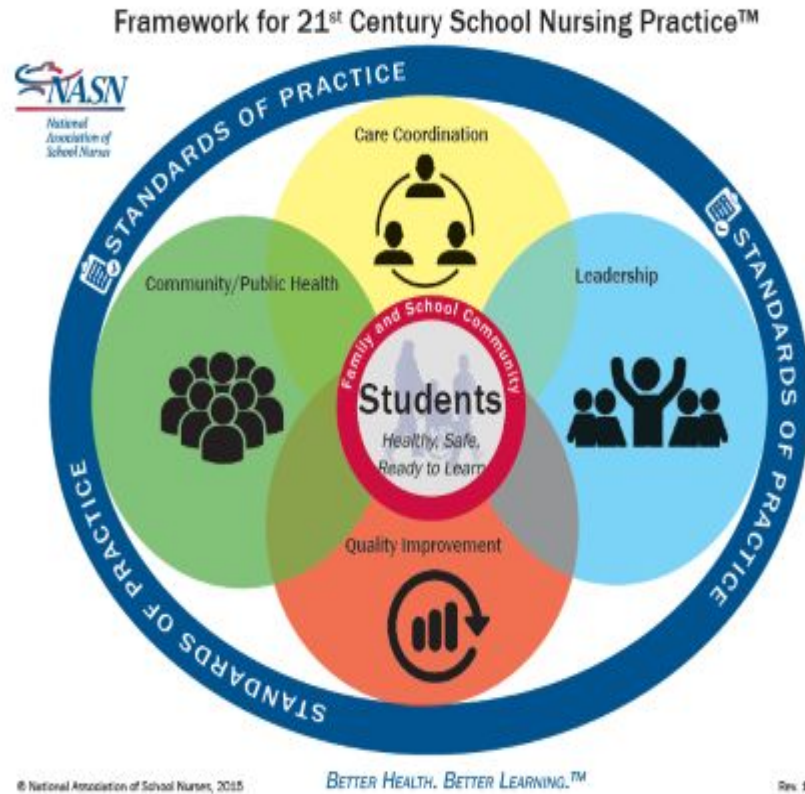
- Advocacy
- Change Agents
- Technology
- Life Long Learner

Quality Improvement

- Documentation
- Data Collection
- Evaluation
- Meaningful Health Outcomes

Community/Public Health

- Access to Care
- Health Education
- Health Equity
- Surveillance



Individual Healthcare Plans (IHP)/ 504 Plans



Individual Healthcare Plan:

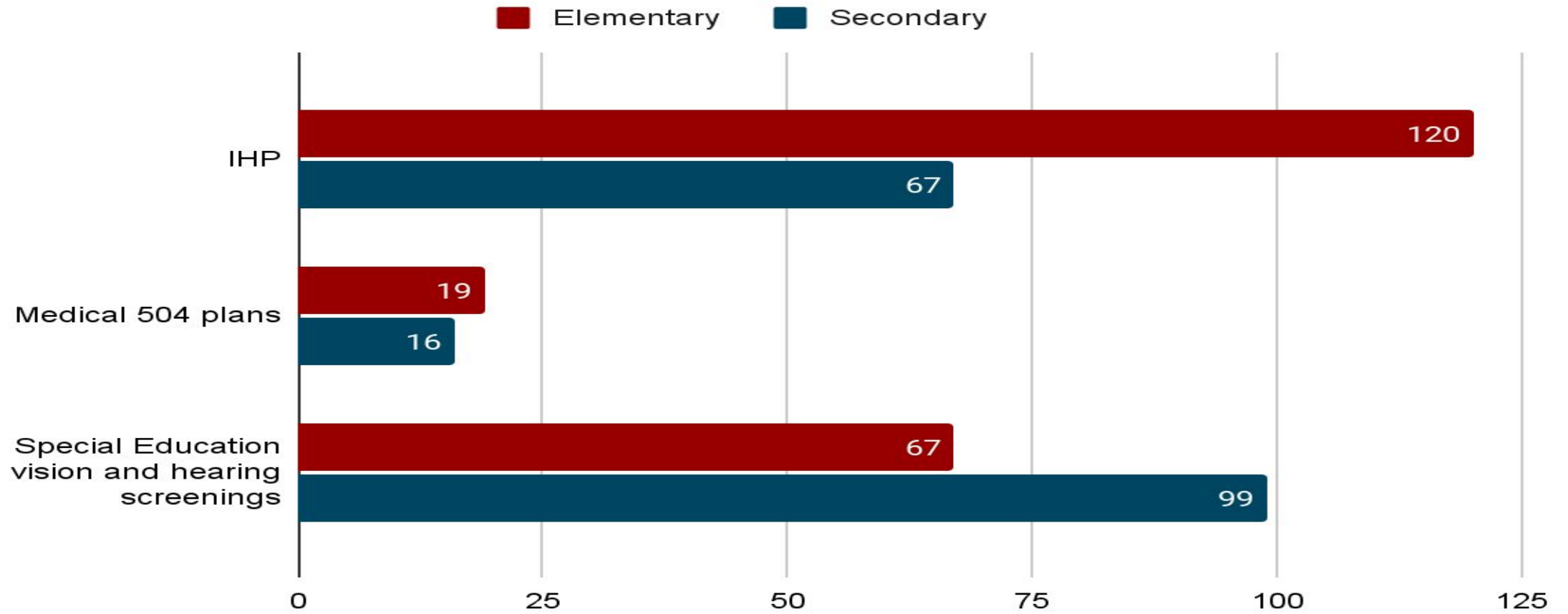
- Written by a Licensed School Nurse (LSN)
- Nurses plan to ensure the child receives accurate healthcare, consistent care and is safe at school
- Agreed-upon plan among parent, child, healthcare provider and school
- LSN shares with teachers, specialists & nutrition staff

Section 504 Health Plan:

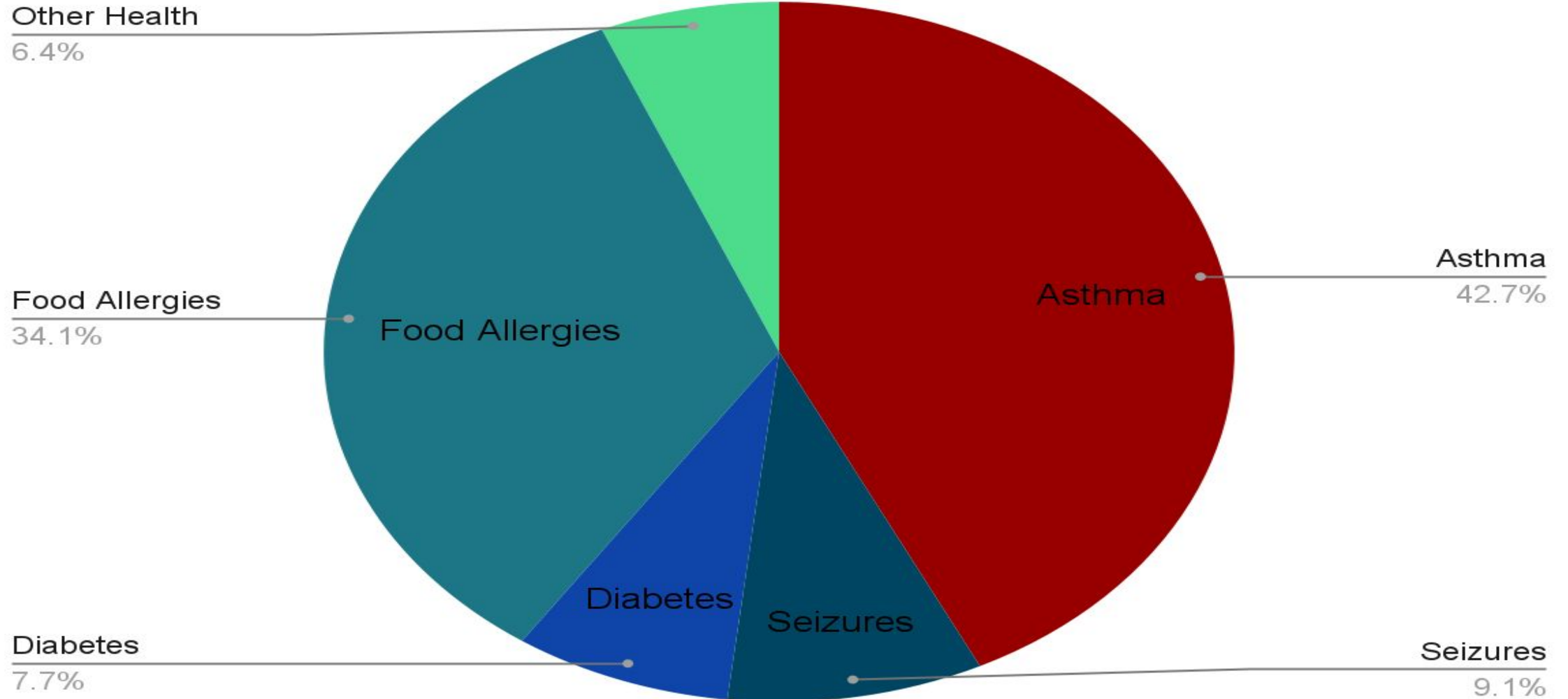
- School's modification plan to provide a Free and Appropriate Public Education (FAPE)
- Protects a child from education discrimination by federal law
- Identifies limits to a major life activity; plan to address barriers to education
- Written in a team: LSN, counselor or social worker & teachers

Both plans get updated annually by an LSN

Care Coordination



Individual Healthcare Plans: District-Wide



Focus for Health Services

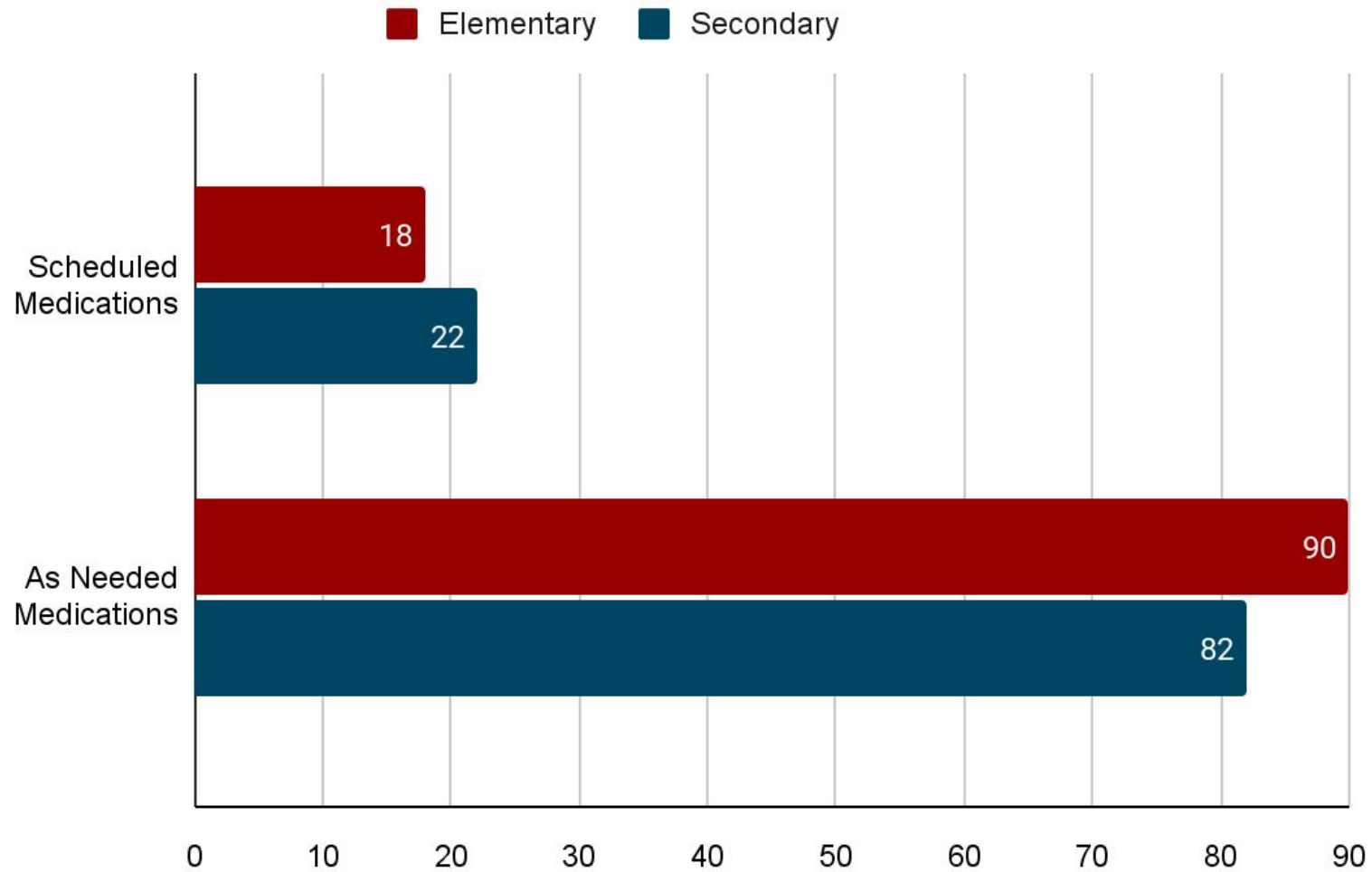
- Building relationships within health services & within each school building
- Documenting health visits consistently
- Training support staff on new health codes
- Instilling consistent messages & improving efficiencies for charting help us better care for students
- Improving immunization process in collaboration with MDH and Region 1
- 29 RPS staff members seizure trained; *Seizure Safe Schools training*
- Mental health training webinars

- Collect data accurately
- Health Service Manual
- Two or more staff trained as health service “back up staff” in each building
- Adapting COVID-19 policies and procedures to changing MDH and CDC guidelines

Community partners

- **MDH meetings for Health Service Staff**
- **RHRC-Richfield Health Resource Center**
- **Health, safety, wellness committee**
- **BPH collaboration; help me grow, influenza & COVID resources**
- **Health Partners; No Shots No School participation**
- **Communications department for RPS health messaging and community resources**

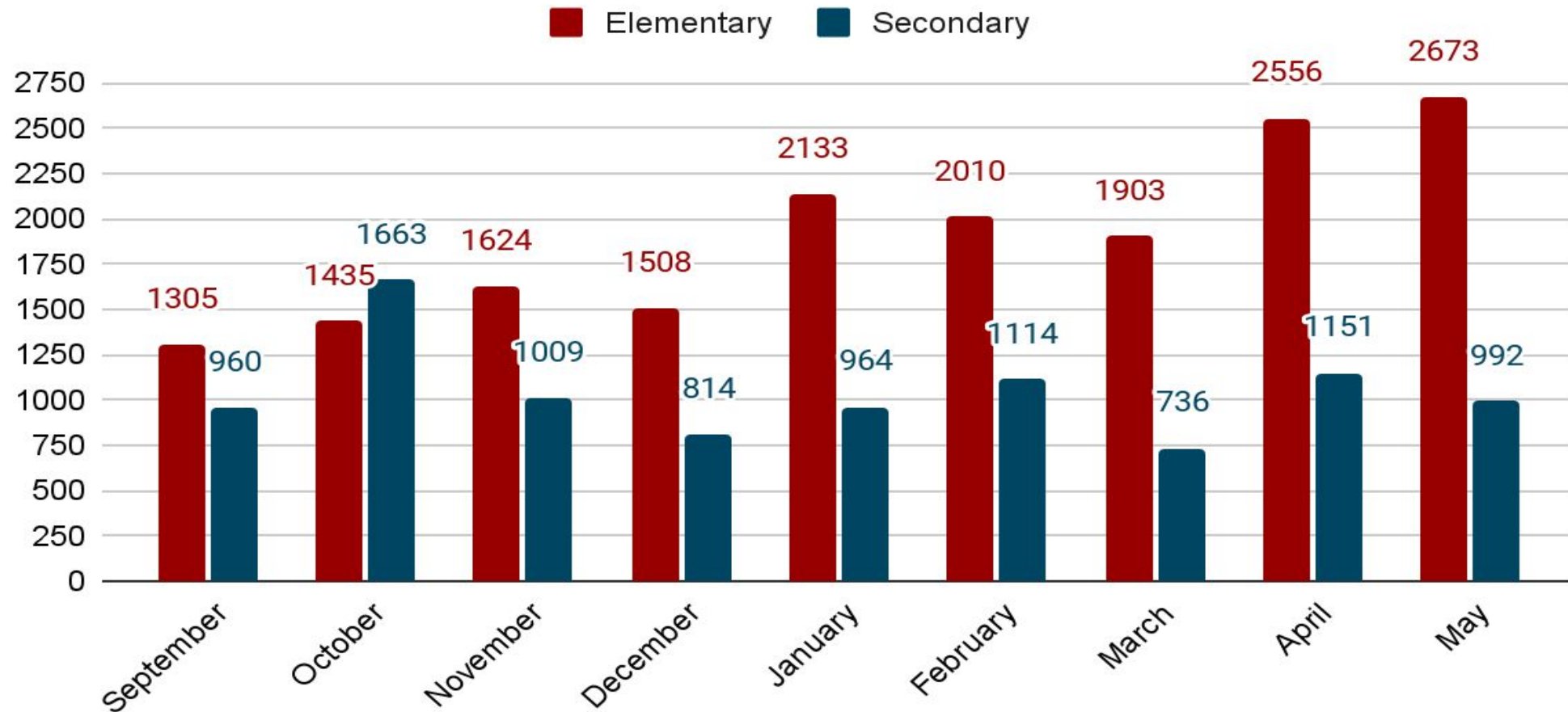
What We See Daily



Elementary & Secondary Monthly Health Office Visits



RICHFIELD
PUBLIC SCHOOLS



What's Next



2023-24 School Year

- **Naloxone:**
 - **Policy development, training and medication for all RPS schools**
- **Immunizations:**
 - **Collect immunization data**
 - **Streamline current process**
 - **Actively notify families of students behind on the immunization schedule**
 - **Provide opportunities for immunization catch-up**
 - **BPH's Mobile Health Hub**
 - **Promote RHRC**
- **Menstrual equity at school effective January 1, 2024**

Thank You!



Administrative Guideline 209.1: Board Self-Evaluation Form

Overview

Each academic year the Richfield Public Schools board of education will set a small and high impact number of goals to center its work in alignment with the District's current strategic plan and yearly priorities. At the end of each academic year, the board will evaluate its progress towards these goals as well reflect on areas of standard governance responsibilities.

Yearly Goal Setting

Goal Area 1:

- How this goal aligns to the District's strategic plan and yearly priorities:
- Measures of success for this goal in the current academic year:

Goal Area 2:

- How this goal aligns to the District's strategic plan and yearly priorities:
- Measures of success for this goal in the current academic year:

Goal Area 3:

- How this goal aligns to the District's strategic plan and yearly priorities:
- Measures of success for this goal in the current academic year:

Annual Governance Reflection Areas

- Partnership with the superintendent
- Connection with students, staff, and community
- Orientation to policy and the District's strategic plan, mission, vision, and values in board meetings and as board representatives

Calendar

- January: Mid-year progress review of board goals.
- June/July: Complete self-evaluation based on established measures of success for board goals and annual governance reflection areas.
- August: Set board goals for the coming school year.

Dated: 1/3/2023

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	308726	06/01/2023	ANTHOLOGIE, LLC	R	990.00
01	308727	06/01/2023	BALLROOM AND LATIN DANCE CLUB, LLC	R	176.50
01	308728	06/01/2023	BARKER-HAMMER & ASSOCIATES INC.	R	2,420.00
01	308729	06/01/2023	BIX FRUIT COMPANY	R	7,990.67
01	308730	06/01/2023	BOOKS INTERNATIONAL, INC.	R	1,234.65
01	308731	06/01/2023	BSN SPORTS, LLC	R	1,187.39
01	308732	06/01/2023	CENGAGE LEARNING INC	R	2,070.00
01	308733	06/01/2023	COMCAST	R	345.78
01	308734	06/01/2023	COMCAST BUSINESS	R	406.35
01	308735	06/01/2023	CONTINENTAL RESEARCH CORP	R	1,642.54
01	308736	06/01/2023	DARRYL WALETZKO LLC	R	21,800.00
01	308737	06/01/2023	DICK BLICK COMPANY	R	137.44
01	308738	06/01/2023	DISCOUNT SCHOOL SUPPLY	R	144.98
01	308739	06/01/2023	ECM PUBLISHERS INC	R	173.60
01	308740	06/01/2023	ESX TECHNOLOGY SOLUTIONS, LLC	R	186.00
01	308741	06/01/2023	GONZALEZ JOSUE	R	185.20
01	308742	06/01/2023	H&B SPECIALIZED PRODUCTS INC	R	2,633.00
01	308743	06/01/2023	HAND2MIND, INC.	R	299.99
01	308744	06/01/2023	HASTINGS CREAMERY LLC	R	1,336.11
01	308745	06/01/2023	HOME DEPOT U.S.A.	R	1,470.16
01	308746	06/01/2023	INDIGO SIGNS	R	125.00
01	308747	06/01/2023	ISD 112	R	800.00
01	308748	06/01/2023	JOSTENS INC	R	392.10
01	308749	06/01/2023	JUNK MASTERS LLC	R	2,482.00
01	308750	06/01/2023	KEANE SENSE OF RHYTHM INC	R	227.50
01	308751	06/01/2023	LEONARDO'S BASEMENT	R	472.50
01	308752	06/01/2023	LOMAX CARLA	R	256.00
01	308753	06/01/2023	MAGIC TURF, INC.	R	6,030.00
01	308754	06/01/2023	MCDONOUGH'S SEWER SERVICES, INC.	R	606.00
01	308755	06/01/2023	MOBILE RADIO ENGINE	R	1,650.25
01	308756	06/01/2023	THE PROPHET CORPORATION	R	156.68
01	308757	06/01/2023	OCCUPATIONAL MEDICINE CONSULTANTS	R	75.00
01	308758	06/01/2023	OLYMPIC COMMUNICATIONS INC	R	1,850.00
01	308759	06/01/2023	PAN O GOLD BAKING CO	R	48.00
01	308760	06/01/2023	PERMA-BOUND BOOKS	R	7,798.55
01	308761	06/01/2023	SNAPOLOGY OF MINNEAPOLIS	R	900.00
01	308762	06/01/2023	SOROUGH NAJI	R	228.57
01	308763	06/01/2023	SPIRIT OF THE WILDERNESS	R	644.00
01	308764	06/01/2023	SUMMIT COMPANIES	R	911.75
01	308765	06/01/2023	TRAFERA, LLC	R	463.98
01	308766	06/01/2023	TRIO SUPPLY COMPANY	R	1,058.47
01	308767	06/01/2023	TWIN CITY HARDWARE	R	664.28
01	308768	06/01/2023	TYLER TECHNOLOGIES, INC.	R	953.00
01	308769	06/01/2023	UPPER LAKES FOODS	R	17,122.80
01	308770	06/01/2023	VIG SOLUTIONS INC	R	1,854.00
01	V612895	06/01/2023	MICHELLE L AXELL	R	70.00
01	V612896	06/01/2023	ERICA T BARLOW	R	70.00
01	V612897	06/01/2023	MARY L CLARKSON	R	70.00
01	V612898	06/01/2023	LATANYA R DANIELS	R	70.00

01	V612899	06/01/2023	GEORGE A DENNIS	R	35.00
01	V612900	06/01/2023	MEGAN M STECHER	R	70.00
01	V612901	06/01/2023	PETER J FITZPATRICK	R	40.00
01	V612902	06/01/2023	STEVEN T FLUCAS	R	70.00
01	V612903	06/01/2023	DAVID A FREEBURG	R	70.00
01	V612904	06/01/2023	RACHEL GENS	R	70.00
01	V612905	06/01/2023	AREND J GEURINK	R	70.00
01	V612906	06/01/2023	JAMES A GILLIGAN	R	70.00
01	V612907	06/01/2023	CHRISTINA M GONZALEZ	R	70.00
01	V612908	06/01/2023	KYLE L GUSTAFSON	R	40.00
01	V612909	06/01/2023	KEVIN D HARRIS	R	40.00
01	V612910	06/01/2023	JONATHAN W HEYER	R	70.00
01	V612911	06/01/2023	JAMES L HILL	R	40.00
01	V612912	06/01/2023	JESSICA M HOFFMAN	R	40.00
01	V612913	06/01/2023	CRAIG D HOLJE	R	70.00
01	V612914	06/01/2023	CORY J KLINGE	R	70.00
01	V612915	06/01/2023	DANIEL E KRETSINGER	R	70.00
01	V612916	06/01/2023	ANOOP KUMAR	R	40.00
01	V612917	06/01/2023	SHANNON J LINDBERG	R	40.00
01	V612918	06/01/2023	JOHN M LORENZINI	R	70.00
01	V612919	06/01/2023	COLLEEN M MAHONEY	R	70.00
01	V612920	06/01/2023	MICHAEL A MANNING	R	70.00
01	V612921	06/01/2023	DANIEL P MCGINN	R	40.00
01	V612922	06/01/2023	DOUG R MCMEEKIN	R	70.00
01	V612923	06/01/2023	KENT D MEYER	R	70.00
01	V612924	06/01/2023	ALECIA M MOBLEY	R	70.00
01	V612925	06/01/2023	KATRINA L MORGAN	R	40.00
01	V612926	06/01/2023	ERIN H NEILON	R	40.00
01	V612927	06/01/2023	ROBERT G OLSON	R	40.00
01	V612928	06/01/2023	LAURA B OTTERNESS	R	70.00
01	V612929	06/01/2023	MARK S PEDERSEN	R	40.00
01	V612930	06/01/2023	CHRISTOPHER A PETERSON	R	70.00
01	V612931	06/01/2023	CASSANDRA QUAM	R	70.00
01	V612932	06/01/2023	RENEE C REED-KARSTENS	R	40.00
01	V612933	06/01/2023	KEITH D RIEF	R	40.00
01	V612934	06/01/2023	ASHLEY SCHAEFER	R	70.00
01	V612935	06/01/2023	MARTA I SHAHSAVAND	R	70.00
01	V612936	06/01/2023	AMY B SKARE-KLECKER	R	70.00
01	V612937	06/01/2023	NANCY J STACHEL	R	70.00
01	V612938	06/01/2023	PATRICK M SURE	R	40.00
01	V612939	06/01/2023	STACY THEIEN-COLLINS	R	70.00
01	V612940	06/01/2023	VLADIMIR S TOLEDO	R	40.00
01	V612941	06/01/2023	STEVEN P UNOWSKY	R	270.00
01	V612942	06/01/2023	STEPHEN C URBANSKI	R	40.00
01	V612943	06/01/2023	CARRIE A VALA	R	70.00
01	V612944	06/01/2023	JENNIFER K VALLEY	R	70.00
01	V612945	06/01/2023	RYAN WAGNER	R	40.00
01	V612946	06/01/2023	REBECCA S WALD	R	40.00
01	V612947	06/01/2023	MICHELLE R WHITESIDE	R	70.00
01	V612948	06/01/2023	KASYA L WILLHITE	R	70.00

01	V612949	06/01/2023	AMY J WINTER AHSENMACHER	R	70.00
01	V2301567	06/02/2023	P-CARD BAIRD LISA	R	2,365.48
01	V2301568	06/02/2023	P-CARD BARLOW ERICA	R	1,126.02
01	V2301569	06/02/2023	P-CARD BROWN MATTHEW	R	2,015.17
01	V2301570	06/02/2023	P-CARD BRUNNER PATTI	R	18,370.72
01	V2301571	06/02/2023	P-CARD CARUSO MATTHEW	R	274.00
01	V2301572	06/02/2023	P-CARD CRUZ ESTEVA JENNIFER	R	3,964.65
01	V2301573	06/02/2023	P-CARD EDWARDS NATHAN	R	490.89
01	V2301574	06/02/2023	P-CARD FREEBURG DAVID	R	1,520.38
01	V2301575	06/02/2023	P-CARD GEURINK AREND	R	510.95
01	V2301576	06/02/2023	P-CARD GONZALEZ CHRISTINA	R	25.00
01	V2301577	06/02/2023	P-CARD KRETSINGER DAN	R	11,197.25
01	V2301578	06/02/2023	P-CARD LEIKNES LISA	R	628.24
01	V2301579	06/02/2023	P-CARD LEWIS JENNIFER	R	827.00
01	V2301580	06/02/2023	P-CARD LUNDY MICHELLE	R	20,445.72
01	V2301581	06/02/2023	P-CARD MAHONEY COLLEEN	R	1,105.96
01	V2301582	06/02/2023	P-CARD MANNING MICHAEL	R	156.80
01	V2301583	06/02/2023	P-CARD MCDONALD (MORRISSEY) MELISSA	R	6,875.03
01	V2301584	06/02/2023	P-CARD MCGINN DAN	R	723.25
01	V2301585	06/02/2023	P-CARD MCINNES CALLEN	R	1,641.80
01	V2301586	06/02/2023	P-CARD PETERSON CHRIS	R	877.59
01	V2301587	06/02/2023	P-CARD SHAHSAVAND MARTA	R	1,649.99
01	V2301588	06/02/2023	P-CARD SKARE-KLECKER AMY	R	4,675.83
01	V2301589	06/02/2023	P-CARD SMITH DANE	R	253.58
01	V2301590	06/02/2023	P-CARD STACHEL NANCY	R	3,776.27
01	V2301591	06/02/2023	P-CARD VALLEY JENNIFER	R	217.08
01	V2301592	06/02/2023	P-CARD WILLHITE KASYA	R	3,546.99
01	V2301593	06/02/2023	P-CARD WINTER AMY	R	2,977.08
01	V2301594	06/02/2023	P-CARD YUNKER AUBREE	R	1,634.88
01	308771	06/07/2023	T-MOBILE	R	824.95
01	308772	06/09/2023	ACADEMY OF HOLY ANGELS	R	1,965.90
01	308773	06/09/2023	AGL CONSULTING	R	3,080.00
01	308774	06/09/2023	ALTMAN ADAM	R	220.00
01	308775	06/09/2023	ARVIG ENTERPRISES INC	R	1,307.90
01	308776	06/09/2023	ASTLEFORD INTERNATIONAL	R	86.86
01	308777	06/09/2023	AZAEEL OCHOA	R	200.00
01	308778	06/09/2023	BARNES & NOBLE BOOK	R	266.45
01	308779	06/09/2023	BESSER WELDING & FABRICATION	R	2,235.00
01	308780	06/09/2023	BIX FRUIT COMPANY	R	5,389.03
01	308781	06/09/2023	BSN SPORTS, LLC	R	2,024.00
01	308782	06/09/2023	CENTURYLINK	R	116.27
01	308783	06/09/2023	CITY OF RICHFIELD	R	1,225.36
01	308784	06/09/2023	COMMERCIAL KITCHEN	R	2,100.29
01	308785	06/09/2023	CONSOLIDATED COMMUNICATIONS	R	2,991.34
01	308786	06/09/2023	CULLIGAN SOFT WATER	R	10.50
01	308787	06/09/2023	CUSTOM EDUCATION SOLUTIONS INC	R	53,460.00
01	308788	06/09/2023	DICK BLICK COMPANY	R	7.48
01	308789	06/09/2023	EDUCATORS BENEFIT CONSULTANTS LLC	R	493.77
01	308790	06/09/2023	FAIRCON SERVICE COMPANY	R	3,559.00
01	308791	06/09/2023	FASTEST LABS OF BLOOMINGTON	R	540.00

01	308792	06/09/2023	FLANERY-OLSON, JODI	R	360.00
01	308793	06/09/2023	GROUP MEDICAREBLUE RX	R	7,582.50
01	308794	06/09/2023	H&B SPECIALIZED PRODUCTS INC	R	9,335.00
01	308795	06/09/2023	HASTINGS CREAMERY LLC	R	1,425.00
01	308796	06/09/2023	INNOVATIVE OFFICE SOLUTIONS LLC	R	3,785.03
01	308797	06/09/2023	KINECT ENERGY INC	R	536.00
01	308798	06/09/2023	LARSON ENGINEERING	R	588.00
01	308799	06/09/2023	LOFFLER	R	1,225.09
01	308800	06/09/2023	MACKIN BOOK COMPANY	R	6,199.47
01	308801	06/09/2023	MATH LEARNING CENTER	R	3,790.80
01	308802	06/09/2023	PAN O GOLD BAKING CO	R	440.31
01	308803	06/09/2023	PHONG NGUYEN	R	564.41
01	308804	06/09/2023	PITNEY BOWES BANK PURCHASE POWER	R	4,400.00
01	308805	06/09/2023	PROCARE THERAPY	R	15,927.11
01	308806	06/09/2023	SAVVAS LEARNING COMPANY LLC	R	3,588.42
01	308807	06/09/2023	SEVERSON LAUREL	R	100.00
01	308808	06/09/2023	TRIO SUPPLY COMPANY	R	647.10
01	308809	06/09/2023	UPPER LAKES FOODS	R	22,069.27
01	308810	06/09/2023	VANESSA MERRY	R	95.00
01	308811	06/09/2023	VERIZON WIRELESS	R	320.12
01	308812	06/09/2023	WEAVERS OF WISDOM	R	150.00
01	308813	06/09/2023	WORLD FUEL SERVICES, INC.	R	22,676.89
01	308814	06/09/2023	YOUTH ENRICHMENT LEAGUE (YEL!)	R	1,008.00
01	V612950	06/09/2023	ERIC ANDERSON	R	74.53
01	V612951	06/09/2023	JENNIFER L BAYLEY	R	26.30
01	V612952	06/09/2023	JENNIFER L BEHNKE	R	62.01
01	V612953	06/09/2023	JENNIFER C BERGSTROM	R	43.66
01	V612954	06/09/2023	RONALD S BLANKENSHIP	R	350.83
01	V612955	06/09/2023	CHARITY C KROEKER	R	31.20
01	V612956	06/09/2023	KIM M DARAITIS	R	315.56
01	V612957	06/09/2023	ABBY DUBE	R	96.52
01	V612958	06/09/2023	LINDSEY M LARSON	R	60.85
01	V612959	06/09/2023	ANGELA M FISH	R	38.91
01	V612960	06/09/2023	MICHELLE D FRANZ	R	28.48
01	V612961	06/09/2023	JAMES A GILLIGAN	R	656.10
01	V612962	06/09/2023	AMY E HAGER	R	15.00
01	V612963	06/09/2023	JESSICA M HOFFMAN	R	65.89
01	V612964	06/09/2023	KAREN L HOLETZ	R	42.80
01	V612965	06/09/2023	ERIN M HUBER	R	131.19
01	V612966	06/09/2023	SUAD A JAMA	R	499.80
01	V612967	06/09/2023	MADELINE KAISER	R	123.75
01	V612968	06/09/2023	LESLIE K KEGAN	R	91.27
01	V612969	06/09/2023	BAILEY D KRETSINGER	R	75.59
01	V612970	06/09/2023	CLAIRE MADDEN	R	45.82
01	V612971	06/09/2023	ROCHELLE MILBRATH	R	61.53
01	V612972	06/09/2023	LAURA B OTTERNESS	R	1,217.69
01	V612973	06/09/2023	DARBY L SWANK	R	2.62
01	V612974	06/09/2023	STEPHANIE A POPP	R	223.14
01	V612975	06/09/2023	ALAINA M D RICE-HANSON	R	385.63
01	V612976	06/09/2023	TERESA L ROSEN	R	151.76

01	V612977	06/09/2023	ANDRES SANCHEZ VIDAL	R	275.04
01	V612978	06/09/2023	ANNE C SCHUETTE	R	12.98
01	V612979	06/09/2023	MICHELLE R WHITESIDE	R	4.45
01	V612980	06/09/2023	MELISSA J WILLIAMS	R	13.72
01	308763	06/15/2023	SPIRIT OF THE WILDERNESS	V	-644.00
01	308815	06/15/2023	ALL STATE COMMUNICATIONS INC	R	2,303.98
01	308816	06/15/2023	ALYSSA M PARKHURST	R	200.00
01	308817	06/15/2023	AMF SOUTHTOWN LANES	R	685.35
01	308818	06/15/2023	AMPLIFIED IT, A CDW COMPANY	R	3,732.91
01	308819	06/15/2023	ARNEBECK CAROLYN	R	100.00
01	308820	06/15/2023	BALLNER ERIC	R	83.00
01	308821	06/15/2023	BATTERIES PLUS BULBS	R	15.99
01	308822	06/15/2023	BIX FRUIT COMPANY	R	5,960.69
01	308823	06/15/2023	BSN SPORTS, LLC	R	1,259.44
01	308824	06/15/2023	CAPTIVATE MEDIA & CONSULTING	R	1,488.00
01	308825	06/15/2023	CATHERINE L FISCHER	R	150.00
01	308826	06/15/2023	CEDAR SMALL ENGINE	R	41.95
01	308827	06/15/2023	CINTAS CORPORATION NO 2	R	407.01
01	308828	06/15/2023	CITY OF RICHFIELD	R	8,599.96
01	308829	06/15/2023	COMCAST BUSINESS	R	546.35
01	308830	06/15/2023	COMMERCIAL KITCHEN	R	1,748.98
01	308831	06/15/2023	CUB FOODS	R	539.80
01	308832	06/15/2023	DARK KNIGHT SOLUTIONS, LLC	R	350.00
01	308833	06/15/2023	DOOR SERVICE COMPANY OF THE TWIN CI	R	10,311.40
01	308834	06/15/2023	ECOLAB INC	R	845.01
01	308835	06/15/2023	BEARY SPECIAL WORKSHOPS	R	2,695.50
01	308836	06/15/2023	EDWARD J STEVENS IV	R	83.00
01	308837	06/15/2023	FASTENAL INDUSTRIAL	R	25.35
01	308838	06/15/2023	FINANGER PHILLIP J	R	500.00
01	308839	06/15/2023	WW GRAINGER INC	R	123.18
01	308840	06/15/2023	GROTH MUSIC COMPANY	R	700.97
01	308841	06/15/2023	HAAG COMPANIES	R	102.00
01	308842	06/15/2023	HAAS MUSICAL INSTRUMENT REPAIR, INC	R	369.30
01	308843	06/15/2023	HANKS, AVA	R	60.00
01	308844	06/15/2023	HARRISVILLE JOSH	R	83.00
01	308845	06/15/2023	HASTINGS CREAMERY LLC	R	436.65
01	308846	06/15/2023	HERFF JONES INC	R	2,937.50
01	308847	06/15/2023	HILLYARD MINNEAPOLIS	R	83,519.27
01	308848	06/15/2023	HR SIMPLIFIED INC.	R	864.00
01	308849	06/15/2023	IIX INSURANCE INFORMATION EXCHANGE	R	47.85
01	308850	06/15/2023	INNOVATIVE OFFICE SOLUTIONS LLC	R	121.16
01	308851	06/15/2023	ISD 112	R	450.00
01	308852	06/15/2023	JUNDT JOHN W	R	83.00
01	308853	06/15/2023	JUNK MASTERS LLC	R	208.00
01	308854	06/15/2023	KOPPI WILLIAM P	R	119.50
01	308855	06/15/2023	LEROY'S GREAT BEAR	R	29.99
01	308856	06/15/2023	SHUTTERFLY LIFETOUCH, LLC	R	538.59
01	308857	06/15/2023	MADISON NATIONAL LIFE INS CO INC	R	4,538.81
01	308858	06/15/2023	MAINLINE TRANSPORTATION, INC. (MTI)	R	2,438.50
01	308859	06/15/2023	NETWORK DESIGN, INC.	R	531.49

01	308860	06/15/2023	MEACHAM JOHN P	R	83.00
01	308861	06/15/2023	MED COMPASS	R	1,142.00
01	308862	06/15/2023	METROPOLITAN MECHANICAL CONTRACTORS	R	4,404.75
01	308863	06/15/2023	MIDWEST BUS PARTS INC	R	129.95
01	308864	06/15/2023	MINUTEMAN PRESS EDINA	R	2,473.13
01	308865	06/15/2023	MN UMPIRES ASSOCIATION	R	64.00
01	308866	06/15/2023	NAPA AUTO PARTS	R	74.28
01	308867	06/15/2023	NGAWANG KUNSANG	R	24.00
01	308868	06/15/2023	NOVA EDUCATION CONSULTANTS	R	5,225.00
01	308869	06/15/2023	NOVAK JANICE SOPHIE	R	60.00
01	308870	06/15/2023	OLSON CHAD	R	275.00
01	308871	06/15/2023	ON SITE SANITATION	R	1,391.51
01	308872	06/15/2023	ONE OF ONE CLOTHING	R	1,989.00
01	308873	06/15/2023	PAN O GOLD BAKING CO	R	38.75
01	308874	06/15/2023	PATRICIA A VENNE	R	247.80
01	308875	06/15/2023	PAYDHEALTH	R	23,522.31
01	308876	06/15/2023	PER MAR SECURITY SERVICES	R	14.00
01	308877	06/15/2023	PLONSKI ALEXANDRA	R	75.00
01	308878	06/15/2023	POLLIS PARKER	R	150.00
01	308879	06/15/2023	PREMIER LIGHTING INC	R	534.51
01	308880	06/15/2023	QUALITY FLOW SYSTEMS, INC.	R	333.00
01	308881	06/15/2023	RATWIK ROSZAK & MALONEY PA	R	26.50
01	308882	06/15/2023	RICHFIELD BOYS SWIM & DIVE BOOSTER	R	600.00
01	308883	06/15/2023	RICHFIELD BUS COMPANY	R	12,205.52
01	308884	06/15/2023	RICHFIELD ICE ARENA	R	446.00
01	308885	06/15/2023	RICHFIELD READY	R	75.00
01	308886	06/15/2023	RUSHFELDT ANN	R	75.00
01	308887	06/15/2023	SCHMITT MUSIC	R	1,109.83
01	308888	06/15/2023	SCHOOL SPECIALTY, LLC	R	1,871.74
01	308889	06/15/2023	SEPTRAN STUDENT TRANSPORTATION	R	6,240.00
01	308890	06/15/2023	SITEONE LANDSCAPE SUPPLY LLC	R	1,299.87
01	308891	06/15/2023	SJERVEN CASON	R	83.00
01	308892	06/15/2023	STATE SUPPLY COMPANY	R	834.33
01	308893	06/15/2023	STRATEGIC STAFFING SOLUTIONS	R	3,582.00
01	308894	06/15/2023	TECHNOLOGY MANAGEMENT CORPORATION	R	750.00
01	308895	06/15/2023	MACARIO CORPORATION	R	5,000.00
01	308896	06/15/2023	THOMPSON RICKY L	R	166.00
01	308897	06/15/2023	TOWN & COUNTRY FENCE	R	10,940.00
01	308898	06/15/2023	TRAFERA, LLC	R	79.99
01	308899	06/15/2023	TRIO SUPPLY COMPANY	R	1,077.97
01	308900	06/15/2023	UPPER LAKES FOODS	R	3,960.52
01	308901	06/15/2023	VELOCITY DRAIN SERVICES INC	R	1,691.25
01	308902	06/15/2023	LIGHTNING PRINTING, INC	R	493.82
01	308903	06/15/2023	TREMCO/WEATHERPROOFING TECH, INC.	R	2,425.00
01	308904	06/15/2023	WESSEL JON	R	60.00
01	308905	06/15/2023	WIGLEY JOSH	R	83.00
01	308906	06/15/2023	WILLIAMS, PAUL H	R	83.00
01	308907	06/15/2023	XCEL ENERGY	R	143.54
01	308908	06/16/2023	BCBS OF MINNESOTA & BLUE PLUS	R	9,706.00
01	308909	06/16/2023	HOPE CHURCH	R	15,143.47

01	308910	06/16/2023	ISD 271 JEFFERSON HIGH SCHOOL	R	2,733.31
01	308911	06/16/2023	LANGUAGE LINE SERVICE	R	106.50
01	308912	06/16/2023	MCGRAW-HILL EDUCATION, INC.	R	4,062.80
01	308913	06/16/2023	MULTILINGUAL WORD INC	R	3,026.85
01	308914	06/16/2023	PROCARE THERAPY	R	7,299.44
01	308915	06/16/2023	PROPIO LS, LLC	R	1,736.80
01	308916	06/16/2023	REGION 3AA	R	19,665.00
01	308917	06/16/2023	RYAN JEANNIE M	R	718.89
01	308918	06/16/2023	UNITED HEALTHCARE INSURANCE CO	R	542.62
01	308919	06/16/2023	UNITED HEALTHCARE/AARP MEDICARE RX	R	109.60
01	308920	06/16/2023	UNITED HEARTH CARE /AARP MEDICARE RX	R	109.60

TOTAL CHECKS, PCARDS & EPAYS					689,008.81
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CHECK'S, EPAYS & PCARDS FOR 06/26/2023 BOARD REPORTS

BANK 05	DATE	AMOUNT
MAY PCARDS (PAID 6/2/23)	6/2/2023	93,873.60
E-Pays	6/1/2023	3,445.00
	6/9/2023	5,224.62
Checks	6/1/2023	94,600.79
	6/7/2023	824.95
	6/9/2023	188,092.67
	6/15/2023	237,986.30
	6/16/2023	64,960.88

CHECK REGISTER BANK 05 TOTAL =	689,008.81
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BREAKDOWN	
01-206-00	520,295.38
02-206-00	78,064.55
03-206-00	33,302.06
04-206-00	28,392.51
06-206-00	-
07-206-00	-
18-206-00	-
20-206-00	28,816.07
21-206-00	138.24
47-206-00	-
BANK TOTAL =	689,008.81

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, June 26, 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, June 26, 2023 in the boardroom at the Richfield Public Schools District Office. Chair Cole called the regular board meeting to order at 7:02 p.m. with the following school board members in attendance: Brakke, Carter, Pollis and Smisek. Banks Kupcho was not able to attend.

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

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. INFORMATION AND PROPOSALS - NON-ACTION ITEMS

- A. Public Comment
- B. Superintendent Update
 - 1. Update on Student Board Representative Compensation Process
 - 2. Q-Comp Annual Report
 - 3. Vision Cards End-of-Year Update, Part 2
 - 4. Superintendent Goals Presentation

Chair Cole called a recess at 8:44 p.m. Chair Cole called the regular board meeting back to order at 8:53 p.m. with the following school board members in attendance: Brakke, Carter, Pollis and Smisek.

- 5. Update on Board Vacancy & Appointment Process
- C. Commendations

IV. CONSENT AGENDA

- A. Routine Matters
 - 1. Minutes of the regular meeting held June 5, 2023
 - 2. General Disbursements as of 6/16/23 in the amount of \$689,008.81

3. Year-to-Date Finance Update

B. Personnel Items

Management Team Full Time New Hire

Kelly Woods – Elementary Principal – STEM Elementary

Effective: 7/1/2023

Angela Taylor – Special Education Supervisor – South Education Center

Effective: 7/1/2023

Krystal DeGraw – Special Education Supervisor – Early Childhood – Central

Effective: 7/1/2023

Certified Full Time Teacher Year 1 of 3

Stephen Mollick – Music Teacher – Sheridan Hills Elementary

Effective: 8/22/2023

Aliah Lopez – Science Teacher – Richfield Senior High School

Effective: 8/22/2023

Certified Full Time Teacher Year 3 of 3

Dustin Dreifke – Physical Education Teacher – Richfield Senior High School

Effective: 8/22/2023

Certified Full Time Teacher Temporary

Mori Dunlap – Math Teacher – Richfield Senior High School

Effective: 8/22/2023

Certified Full Time Pre-School Teacher

Emily Gergen – Early Learning Pre K – Central

Effective: 8/22/2023

Certified .5 FTE Time Request for Leave of Absence

Karen Slaght – School Social Worker – RDLS Elementary

Effective: 7/1/2023

Certified Full Time Resignation

Brittany Anderson – Kindergarten – Sheridan Hills Elementary

Effective: 6/9/2023

Yrs. of Service: 8

Molly Smith – 4th Grade Teacher – RDLS Elementary

Effective: 6/12/2023

Yrs of Service: 5

Santiago Torres Torres – 2nd Grade Teacher – RDLS Elementary

Effective: 6/22/2023

Certified Part Time Termination - Reduction

Joan Wing – Early Childhood – Central

Effective: 6/9/2023

Yrs. of Service: 4

Classified Full Time Outreach Worker for Employment

Samantha Weaver – American Indian Coordinator – Richfield High School
Effective: 06/21/2023

Classified Part Time Student Engagement Specialist for Resignation

Idania Mendoza Rodriguez – Student Engagement Specialist – RDLS Elementary
Effective: 6/9/2023

Classified Part Time Paraprofessional for Probationary Termination

Kenneth Stone – Paraprofessional – Richfield High School
Effective: 6/9/2023

Classified Full Time Facilities and Transportation for Bargaining Unit Transfer

Ramiro Ventura Perez – Production Cook transfer to Warehouse Coordinator
Effective 6/10/2023

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

V. OLD BUSINESS

- A. Policy 402: Equal Employment Opportunity - third read

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

- B. Policy 653: Field Trips & Administrative Guidelines 653.1 & 653.2 - second read

VI. NEW BUSINESS

- A. Election of Clerk Brakke

Nominated by Pollis and elected by acclamation.

- A.1. Election of Treasurer Pollis

Nominated by Brakke and elected by acclamation.

- B. Final 2023-2024 Budget

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

- C. 2023 Joint Powers Agreement for the Metro South Adult Basic Education Consortium

Motion by Pollis, seconded by Smisek, and unanimously carried, the board of education approved the agreement.

D. 2023 Joint Powers Agreement for the Learning Exchange Consortium

Motion by Brakke, seconded by Carter, and unanimously carried, the board of education approved the agreement.

E. Policy 978: Passes to Athletic Contests and Other School Activities - first read

F. RHS Track & Tennis Court Resurfacing Change Orders #1 & #2

Motion by Pollis, seconded by Smisek, and unanimously carried, the board of approved the change orders.

G. Review and Comment Document

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

VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Suggested/Future Agenda Items

D. Future Meeting Dates

7-17-2023	6 p.m.	Board Study Session
7-17-2023	7 p.m.	Regular Board Meeting - Public Comment
8-7-2023	7 p.m.	Regular Board Meeting

VIII. CLOSED SESSION AS ALLOWED BY MINNESOTA STATUTE 13D.05 FOR SUPERINTENDENT EVALUATION

Motion by Pollis, seconded by Carter, and unanimously carried, the board of education moved into closed session at 9:53 p.m. Attending the closed session were Brakke, Carter, Cole, Pollis and Smisek. Superintendent Unowsky was also present.

IX. REOPEN MEETING

Motion by Pollis, seconded by Carter, and unanimously carried, the board of education moved into open session at 10:41 p.m. with the following board members present: Brakke, Carter, Cole, Pollis and Smisek. Superintendent Unowsky was also present.

X. ADJOURN REGULAR MEETING

Chair Cole adjourned the meeting at 10:42 p.m.

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	308885	06/22/2023	RICHFIELD READY	V	-75.00
01	308921	06/22/2023	AIM ELECTRONICS INC	R	653.58
01	308922	06/22/2023	APPRIZE TECHNOLOGIES	R	320.00
01	308923	06/22/2023	AVEX, LLC	R	3,010.00
01	308924	06/22/2023	BARNES & NOBLE BOOK	R	331.48
01	308925	06/22/2023	BRINK'S INCORPORATED	R	1,804.58
01	308926	06/22/2023	CANON USA	R	4,318.48
01	308927	06/22/2023	CATALYST BUYING GROUP LLC	R	789.99
01	308928	06/22/2023	CEL PUBLIC RELATIONS, INC.	R	1,200.00
01	308929	06/22/2023	CITY OF RICHFIELD	R	300.00
01	308930	06/22/2023	CITY OF RICHFIELD	R	605.90
01	308931	06/22/2023	COSNEY CORPORATION	R	11,322.00
01	308932	06/22/2023	CREATIVE CONCEPTS EVENTS LLC	R	654.00
01	308933	06/22/2023	DIGITAL INSURANCE LLC	R	3,607.00
01	308934	06/22/2023	ECM PUBLISHERS INC	R	961.75
01	308935	06/22/2023	FREEWHEEL BIKE RICHFIELD	R	119.96
01	308936	06/22/2023	HEALTHJOY LLC	R	10,549.50
01	308937	06/22/2023	INTERMEDIATE DISTRICT 287	R	89,541.37
01	308938	06/22/2023	MACKIN BOOK COMPANY	R	1,429.66
01	308939	06/22/2023	MIKE MORELAND	R	25.00
01	308940	06/22/2023	MINUTEMAN PRESS EDINA	R	287.76
01	308941	06/22/2023	MRI SOFTWARE LLC	R	841.00
01	308942	06/22/2023	NOVA EDUCATION CONSULTANTS	R	1,210.00
01	308943	06/22/2023	ONEBRIDGE BENEFITS INC.	R	5,279.50
01	308944	06/22/2023	PERMA-BOUND BOOKS	R	1,280.00
01	308945	06/22/2023	PREMIUM WATERS INC	R	33.00
01	308946	06/22/2023	PROCARE THERAPY	R	4,872.94
01	308947	06/22/2023	SCHMITT MUSIC	R	93.15
01	308948	06/22/2023	I3-MPN, LLC	R	750.00
01	308949	06/22/2023	SETON	R	945.80
01	308950	06/22/2023	TEACHER CREATED MATERIALS, INC	R	191.24
01	308951	06/22/2023	TEXAS INSTRUMENTS INCORPORATED	R	335.00
01	308952	06/22/2023	TOLL COMPANY	R	12.03
01	308953	06/22/2023	TWIN CITY FILTER SERVICE INC	R	34,287.52
01	308955	06/22/2023	UNIVERSITY LANGUAGE CENTER	R	5,795.99
01	308956	06/22/2023	VANESSA MERRY	R	80.00
01	308957	06/22/2023	XCEL ENERGY	R	53,861.41
01	V612981	06/23/2023	DAVID M BOIE	R	524.87
01	V612982	06/23/2023	MICHAEL G HARRIS	R	494.18
01	V612983	06/23/2023	JENNA L HEALY	R	31.70
01	V612984	06/23/2023	CASSIDY H JAVNER	R	41.08
01	V612985	06/23/2023	ALEXANDER S KALBOW	R	778.98
01	V612986	06/23/2023	PALOMA PEREZ	R	24.00
01	V612987	06/23/2023	MARIA GUADALUPE LEONOR RAMIREZ FUEN	R	119.30
01	V612988	06/23/2023	KAREN S K SLAGHT	R	331.19
01	V612989	06/23/2023	AUBREE M YUNKER	R	163.39
01	V612990	06/23/2023	STEVEN J LEDUC	R	242.91
01	308958	06/28/2023	AGORA SUPPLY, LLC	R	8,125.00
01	308959	06/28/2023	ALLSTATE LEASING	R	1,629.21

01	308960	06/28/2023	AQUA LOGIC INC	R	350.00
01	308961	06/28/2023	AVA MUSH-KEE-KI-NIBI-IKWE SMITH	R	100.00
01	308962	06/28/2023	BATTERIES PLUS BULBS	R	13.80
01	308963	06/28/2023	BIX FRUIT COMPANY	R	2,132.43
01	308964	06/28/2023	CAPITAL ONE TRADE CREDIT	R	154.37
01	308965	06/28/2023	CINTAS CORPORATION NO 2	R	364.31
01	308966	06/28/2023	COMMERCIAL KITCHEN	R	1,127.72
01	308967	06/28/2023	CONTEMPORARY TRANSPORTATION LLC	R	17,847.00
01	308968	06/28/2023	CONTINENTAL RESEARCH CORP	R	992.55
01	308969	06/28/2023	ECOLAB INC	R	272.60
01	308970	06/28/2023	FAIRCON SERVICE COMPANY	R	529.71
01	308971	06/28/2023	FASTENAL INDUSTRIAL	R	7.30
01	308972	06/28/2023	FATH CUTTER, NOELLA	R	2,940.00
01	308973	06/28/2023	WW GRAINGER INC	R	783.67
01	308974	06/28/2023	HASTINGS CREAMERY LLC	R	2,056.91
01	308975	06/28/2023	HAWKINS INC	R	4,570.65
01	308976	06/28/2023	HERFF JONES INC	R	3,514.29
01	308977	06/28/2023	HILLYARD MINNEAPOLIS	R	1,375.43
01	308978	06/28/2023	HUMAN KINETICS, INC.	R	52.00
01	308979	06/28/2023	INDEPENDENT SCHOOL MGMT, INC. (ISM)	R	3,800.00
01	308980	06/28/2023	INDIGO SIGNS	R	700.00
01	308981	06/28/2023	INNOVATIVE OFFICE SOLUTIONS LLC	R	148.12
01	308982	06/28/2023	INTERMEDIATE DISTRICT 287	R	1,369.60
01	308983	06/28/2023	LEROY'S GREAT BEAR	R	107.49
01	308984	06/28/2023	LUBE TECH & PARTNERS LLC	R	3,678.12
01	308985	06/28/2023	MADISON NATIONAL LIFE INS CO INC	R	25,690.97
01	308986	06/28/2023	MAINLINE TRANSPORTATION, INC. (MTI)	R	2,737.00
01	308987	06/28/2023	MARKS TOWING	R	860.78
01	308988	06/28/2023	MCDONOUGH'S SEWER SERVICES, INC.	R	1,292.80
01	308989	06/28/2023	MIDWEST BUS PARTS INC	R	384.38
01	308990	06/28/2023	MIDWEST SPECIAL INSTRUMENTS (MSI)	R	385.00
01	308991	06/28/2023	MINUTEMAN PRESS EDINA	R	309.06
01	308992	06/28/2023	MOLLY ANTHONY	R	547.50
01	308993	06/28/2023	MTN-METROPOLITAN TRANSP NETWORK	R	399,352.82
01	308994	06/28/2023	PAN O GOLD BAKING CO	R	155.75
01	308995	06/28/2023	PER MAR SECURITY SERVICES	R	14.50
01	308996	06/28/2023	PERMA-BOUND BOOKS	R	3,190.50
01	308997	06/28/2023	RED PEPPER SOFTWARE, LLC	R	1,500.00
01	308998	06/28/2023	RICHFIELD BUS COMPANY	R	4,000.00
01	308999	06/28/2023	SCHOOL SERVICE EMPLOYEES UNION	R	7,569.97
01	309000	06/28/2023	SCHUMACHER ELEVATOR COMPANY	R	2,570.01
01	309001	06/28/2023	SMARTSENSE BY DIGI	R	330.00
01	309002	06/28/2023	STEWART ZLIMEN & JUNGERS LTD	R	5,566.19
01	309003	06/28/2023	TRANSPORTATION PLUS, INC.	R	3,732.00
01	309004	06/28/2023	TRIO SUPPLY COMPANY	R	808.81
01	309005	06/28/2023	TWIN CITY TRANSPORTATION	R	197,465.79
01	309006	06/28/2023	UNITED STATES TREASURER	R	530.00
01	309007	06/28/2023	UPPER LAKES FOODS	R	7,122.76
01	V612991	06/29/2023	MEGAN BLUMA	R	49.38
01	V612992	06/29/2023	CHRISTINA M GONZALEZ	R	230.44

01	V612993	06/29/2023	AMY E HAGER	R	96.00
01	V612994	06/29/2023	BRAD HARRIS	R	113.04
01	V612995	06/29/2023	MARGARET R HOEHN	R	38.20
01	V612996	06/29/2023	JESSICA M HOFFMAN	R	43.10
01	V612997	06/29/2023	SUAD A JAMA	R	74.10
01	V612998	06/29/2023	AMBER L LAMPRON	R	324.98
01	V612999	06/29/2023	ERIN H NEILON	R	83.58
01	V613000	06/29/2023	TANYA R OLSON	R	134.14
01	V613001	06/29/2023	STEPHANIE A POPP	R	39.17
01	V613002	06/29/2023	RENEE C REED-KARSTENS	R	38.54
01	V613003	06/29/2023	DANE A SMITH	R	122.49
01	V613004	06/29/2023	STACY THEIEN-COLLINS	R	334.22
01	V613005	06/29/2023	MICHELLE T THOEMKE	R	173.63
01	V613006	06/29/2023	CHANTELLE E VAUGHN	R	135.29
01	V613007	06/29/2023	KATHRYN L WEGNER	R	682.53
01	V613008	06/29/2023	TRISTAN N HASSAN	R	38.25
01	V613009	06/29/2023	MICHELLE R WHITESIDE	R	38.44
01	309008	06/30/2023	AIM ELECTRONICS INC	R	1,451.79
01	309009	06/30/2023	ALLEN RICK	R	120.00
01	309010	06/30/2023	BRIDGING, INC.	R	270.00
01	309011	06/30/2023	BSN SPORTS, LLC	R	13,176.62
01	309012	06/30/2023	CARDIO PARTNERS INC	R	71.30
01	309013	06/30/2023	CITY OF RICHFIELD	R	5,490.44
01	309014	06/30/2023	D.E.L.O.R.E.S WORKS, INC.	R	47,850.00
01	309015	06/30/2023	ECOLAB INC	R	259.43
01	309016	06/30/2023	EVERYDAY SPEECH LLC	R	399.99
01	309017	06/30/2023	DEELOH TECHNOLOGIES	R	60.00
01	309018	06/30/2023	FIELDTURF USA, INC.	R	533,445.22
01	309019	06/30/2023	FLASHLIGHT LEARNING, INC.	R	1,750.00
01	309020	06/30/2023	FLICEK WELDING	R	2,600.00
01	309021	06/30/2023	FREEWHEEL BIKE RICHFIELD	R	2,069.42
01	309022	06/30/2023	GROUP MEDICAREBLUE RX	R	7,414.00
01	309023	06/30/2023	HAGBERG ED	R	83.00
01	309024	06/30/2023	HANKS, DANE AUGUST	R	60.00
01	309025	06/30/2023	IDENTISYS INC	R	343.61
01	309026	06/30/2023	KINECT ENERGY INC	R	12,573.40
01	309027	06/30/2023	KOPPI WILLIAM P	R	46.50
01	309028	06/30/2023	LOFFLER COMPANIES	R	11,008.80
01	309029	06/30/2023	MACKIN BOOK COMPANY	R	2,170.53
01	309030	06/30/2023	MCGRAW-HILL EDUCATION, INC.	R	279.00
01	309031	06/30/2023	METROPOLITAN MECHANICAL CONTRACTORS	R	5,561.72
01	309032	06/30/2023	MINNEAPOLIS COMMUNITY EDUCATION	R	80.00
01	309033	06/30/2023	MINUTEMAN PRESS EDINA	R	250.00
01	309034	06/30/2023	MORRIS LEATHERMAN COMPANY	R	22,000.00
01	309035	06/30/2023	MYSTERY SCIENCE INC.	R	28,320.00
01	309036	06/30/2023	NAPA AUTO PARTS	R	170.15
01	309037	06/30/2023	NEI ELECTRIC, INC.	R	1,088.86
01	309038	06/30/2023	NORTH CENTRAL INTERNATIONAL, LLC	R	90.43
01	309039	06/30/2023	OLYMPIC COMMUNICATIONS INC	R	5,145.00
01	309040	06/30/2023	PAPCO, INC.	R	238.00

01	309041	06/30/2023	QUALITY FLOW SYSTEMS, INC.	R	383.00
01	309042	06/30/2023	SCHUMACHER ELEVATOR COMPANY	R	364.50
01	309043	06/30/2023	SHERWIN WILLIAMS CO	R	1,218.72
01	309044	06/30/2023	SITEONE LANDSCAPE SUPPLY LLC	R	820.70
01	309045	06/30/2023	STEVE RUMMLER HOPE NETWORK	R	400.00
01	309046	06/30/2023	TRIA ORTHOPEDIC CENTER, LLC	R	4,290.00
01	309047	06/30/2023	TRUGREEN LIMITED PARTNERSHIP	R	1,839.00
01	309048	06/30/2023	TWIN CITY FILTER SERVICE INC	R	72,496.20
01	309049	06/30/2023	UHL COMPANY INC	R	22.61
01	309050	06/30/2023	VSP INSURANCE CO. (CT)	R	3,272.21
01	309051	06/30/2023	WIESE USA, INC.	R	65.00
01	309052	06/30/2023	XCEL ENERGY	R	27,954.99
01	309053	06/30/2023	ZAHL PETROLEUM MAINTENANCE CO	R	2,390.10
01	309054	06/30/2023	PROPIO LS, LLC	R	490.86
01	309055	06/30/2023	UNIVERSITY LANGUAGE CENTER	R	617.95
01	309056	07/03/2023	CARLY AND ADAM, LLC	R	432.00
01	309057	07/03/2023	CDW GOVERNMENT INC	R	462,804.00
01	309058	07/03/2023	COMCAST	R	345.78
01	309059	07/03/2023	COMCAST BUSINESS	R	406.35
01	309060	07/03/2023	CURRICULUM ASSOCIATES, LLC	R	15,562.00
01	309061	07/03/2023	FAIRVIEW HEALTH SERVICES	R	10,212.00
01	309062	07/03/2023	ACTIVE INTERNET TECHNOLOGIES, LLC	R	15,500.00
01	309063	07/03/2023	FOLLETT SCHOOL SOLUTIONS INC	R	12,694.20
01	309064	07/03/2023	GENERATIVE LEARNING	R	1,200.00
01	309065	07/03/2023	IDEAL ENERGIES, LLC	R	6,552.24
01	309066	07/03/2023	MACLEAN ENTERPRISES, LLC	R	855.00
01	309067	07/03/2023	MASA/MASE	R	1,529.00
01	309068	07/03/2023	MASSP-MN ASSOCIATION	R	865.00
01	309069	07/03/2023	MESPA-MN ELEMENTARY	R	962.00
01	309070	07/03/2023	PIONEER MANUFACTURING COMPANY	R	683.23
01	309071	07/03/2023	POWERSCHOOL GROUP LLC	R	93,267.61
01	309072	07/03/2023	QUALTRICS, LLC	R	19,845.02
01	309073	07/03/2023	REGION 1 INFORMATION MGMT SERVICE	R	68,062.77
01	309074	07/03/2023	SITEIMPROVE, INC.	R	7,528.00
01	309075	07/03/2023	SUPREME SCHOOL SUPPLY	R	71.35
01	309076	07/03/2023	UNITED STATES TREASURY	R	3,615.84
01	V2401595	07/05/2023	WELLS FARGO EQUIPMENT FINANCE	R	43,799.36
01	309077	07/06/2023	AMSD-ASSOC OF METRO SCHOOL DIST	R	9,110.00
01	309078	07/06/2023	BLUUM OF MINNESOTA, LLC	R	5,346.00
01	309079	07/06/2023	ISD #271	R	66,889.00
01	309080	07/06/2023	KINECT ENERGY INC	R	536.00
01	309081	07/06/2023	MADISON NATIONAL LIFE INS CO INC	R	5,832.87
01	309082	07/06/2023	MINNESOTA DEPT OF HEALTH	R	35.00
01	309083	07/06/2023	TAFFE SARAH ANN	R	9,361.83
01	309084	07/06/2023	ALLSTATE LEASING	R	809.04
01	309085	07/06/2023	AMPLIFIED IT, A CDW COMPANY	R	3,730.10
01	309086	07/06/2023	ANDERSON JULIE R	R	150.00
01	309087	07/06/2023	BATTERIES PLUS BULBS	R	95.30
01	309088	07/06/2023	CINTAS CORPORATION NO 2	R	135.67
01	309089	07/06/2023	CITY OF RICHFIELD	R	1,943.40

01	309090	07/06/2023	ECOLAB INC	R	171.87
01	309091	07/06/2023	WW GRAINGER INC	R	142.54
01	309092	07/06/2023	INGINA LLC	R	927.00
01	309093	07/06/2023	INSTITUTE FOR ENVIROMENTAL	R	2,431.68
01	309094	07/06/2023	LOFFLER COMPANIES	R	268.00
01	309095	07/06/2023	MCDONOUGH'S SEWER SERVICES, INC.	R	565.00
01	309096	07/06/2023	PAYDHEALTH	R	7,239.13
01	309097	07/06/2023	PITNEY BOWES BANK PURCHASE POWER	R	2,811.00
01	309098	07/06/2023	PITNEY BOWES INC	R	222.00
01	309099	07/06/2023	POMPS TIRE SERVICE	R	5,724.85
01	309100	07/06/2023	SHERWIN WILLIAMS CO	R	118.71
01	309101	07/06/2023	SITEONE LANDSCAPE SUPPLY LLC	R	273.16
01	309102	07/06/2023	SOROUSH NAJI	R	287.50
01	309103	07/06/2023	VANESSA MERRY	R	125.00
01	309104	07/06/2023	ALLSTATE PETERBILT OF S ST PAUL	R	930.40
01	309105	07/06/2023	XCEL ENERGY	R	44.02
01	V613010	07/06/2023	MICHELLE L AXELL	R	70.00
01	V613011	07/06/2023	ERICA T BARLOW	R	70.00
01	V613012	07/06/2023	MARY L CLARKSON	R	70.00
01	V613013	07/06/2023	LATANYA R DANIELS	R	70.00
01	V613014	07/06/2023	KRYSTAL M DEGRAW	R	70.00
01	V613015	07/06/2023	GEORGE A DENNIS	R	35.00
01	V613016	07/06/2023	MEGAN M STECHER	R	70.00
01	V613017	07/06/2023	PETER J FITZPATRICK	R	40.00
01	V613018	07/06/2023	STEVEN T FLUCAS	R	70.00
01	V613019	07/06/2023	DAVID A FREEBURG	R	70.00
01	V613020	07/06/2023	RACHEL GENS	R	70.00
01	V613021	07/06/2023	AREND J GEURINK	R	70.00
01	V613022	07/06/2023	JAMES A GILLIGAN	R	70.00
01	V613023	07/06/2023	CHRISTINA M GONZALEZ	R	70.00
01	V613024	07/06/2023	KYLE L GUSTAFSON	R	40.00
01	V613025	07/06/2023	KEVIN D HARRIS	R	40.00
01	V613026	07/06/2023	JONATHAN W HEYER	R	70.00
01	V613027	07/06/2023	JAMES L HILL	R	40.00
01	V613028	07/06/2023	JESSICA M HOFFMAN	R	40.00
01	V613029	07/06/2023	CRAIG D HOLJE	R	70.00
01	V613030	07/06/2023	CORY J KLINGE	R	70.00
01	V613031	07/06/2023	DANIEL E KRETSINGER	R	70.00
01	V613032	07/06/2023	ANOOP KUMAR	R	40.00
01	V613033	07/06/2023	SHANNON J LINDBERG	R	40.00
01	V613034	07/06/2023	JOHN M LORENZINI	R	70.00
01	V613035	07/06/2023	COLLEEN M MAHONEY	R	70.00
01	V613036	07/06/2023	MICHAEL A MANNING	R	70.00
01	V613037	07/06/2023	DANIEL P MCGINN	R	40.00
01	V613038	07/06/2023	DOUG R MCMEEKIN	R	70.00
01	V613039	07/06/2023	KENT D MEYER	R	70.00
01	V613040	07/06/2023	ALECIA M MOBLEY	R	70.00
01	V613041	07/06/2023	KATRINA L MORGAN	R	40.00
01	V613042	07/06/2023	ERIN H NEILON	R	40.00
01	V613043	07/06/2023	ROBERT G OLSON	R	40.00

01	V613044	07/06/2023	LAURA B OTTERNESS	R	70.00
01	V613045	07/06/2023	LAURIE P PALMER	R	38.00
01	V613046	07/06/2023	MARK S PEDERSEN	R	40.00
01	V613047	07/06/2023	CHRISTOPHER A PETERSON	R	70.00
01	V613048	07/06/2023	CASSANDRA QUAM	R	70.00
01	V613049	07/06/2023	RENEE C REED-KARSTENS	R	40.00
01	V613050	07/06/2023	KEITH D RIEF	R	40.00
01	V613051	07/06/2023	ASHLEY SCHAEFER	R	70.00
01	V613052	07/06/2023	MARTA I SHAHSAVAND	R	70.00
01	V613053	07/06/2023	AMY B SKARE-KLECKER	R	70.00
01	V613054	07/06/2023	NANCY J STACHEL	R	70.00
01	V613055	07/06/2023	PATRICK M SURE	R	40.00
01	V613056	07/06/2023	ANGELA TAYLOR	R	70.00
01	V613057	07/06/2023	STACY THEIEN-COLLINS	R	70.00
01	V613058	07/06/2023	VLADIMIR S TOLEDO	R	40.00
01	V613059	07/06/2023	STEVEN P UNOWSKY	R	270.00
01	V613060	07/06/2023	STEPHEN C URBANSKI	R	40.00
01	V613061	07/06/2023	CARRIE A VALA	R	70.00
01	V613062	07/06/2023	JENNIFER K VALLEY	R	70.00
01	V613063	07/06/2023	RYAN WAGNER	R	40.00
01	V613064	07/06/2023	REBECCA S WALD	R	40.00
01	V613065	07/06/2023	MICHELLE R WHITESIDE	R	70.00
01	V613066	07/06/2023	KASYA L WILLHITE	R	70.00
01	V613067	07/06/2023	KELLY L WOODS	R	70.00

TOTAL CHECKS, EPAYS & WIRES					2,691,260.45
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**P-CARD,CHECK RUNS, E-PAYS & WIRES FOR
07/17/2023 BOARD REPORTS**

BANK 05	DATE	AMOUNT
Checks	6/22/2023	241,625.59
	6/28/2023	724,858.87
	6/30/2023	822,563.05
	7/3/2023	722,993.39
	7/6/2023	126,256.07
E-Pays	6/23/2023	2,751.60
	6/29/2023	2,789.52
	7/6/2023	3,623.00
Wire Transfer	7/5/2023	43,799.36

CHECK REGISTER BANK 05 TOTAL =	2,691,260.45
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BREAKDOWN	
01-206-00	1,975,647.94
02-206-00	18,274.27
03-206-00	634,951.75
04-206-00	28,164.93
06-206-00	-
07-206-00	-
18-206-00	-
20-206-00	32,799.72
21-206-00	1,421.84
47-206-00	
BANK TOTAL =	2,691,260.45

RICHFIELD PUBLIC SCHOOLS

Investment Holdings as of
June 28, 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	5.04%	7,378,718.24	7,378,718.24	-	-	-
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	-	-
Federated Institutional Tax-Free Cash Trust	01/00/00	0.00%	908,423.76	-	-	908,423.76	-
MNTrust Term Series-Flex (Western - C)	01/00/00	2.15%	0.36	-	-	0.36	-
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			25,274,599.62	18,102,392.09	373,248.07	908,424.12	5,890,535.34

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

**SUBJECT: DESIGNATION OF DEPOSITORIES FOR SCHOOL
DISTRICT FUNDS**

Recommended by the superintendent that the board of education designate the following depositories for the handling of school district cash deposits and checking needs for the 2023-24 fiscal year:

US Bank Southdale

Associated Bank

My Credit Union

And furthermore, designate the following depositories for the purpose of investment of school district funds, in addition to the above named institutions:

PFM Asset Management LLC
PMA Financial Network, Inc./MN. Trust

(Prepared by Jim Gilligan)

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

SUBJECT: SIGNATORIES ON DEPOSITORY ACCOUNTS

Recommended by the superintendent that the board of education adopt the following resolution authorizing signatories for depository accounts for the 2023-24 fiscal year.

BE IT RESOLVED, by the board of education of independent school district no. 280, Richfield, Minnesota, that any person named below is authorized as a signatory to transact financial business on behalf of the school district. This authorization includes but is not limited to financial transactions such as signing checks, drafts and other withdrawal orders; supplying the depository with specimen signatures of the authorized signatories; and all other directions and instructions needed to follow rules and regulations governing bank accounts.

Timothy Pollis	Treasurer
Paula Cole	Chair
Crystal Brakke	Clerk
Steve Unowsky	Superintendent
Craig Holje	Chief Human Resource & Operations Officer
James Gilligan	Director of Finance

Depositories are fully authorized to pay and charge to the District's accounts any checks, drafts, and other withdrawal orders signed, and to honor any directions of instructions signed, whether or not payable to the individual order of or deposited to the individual account of or for the benefit of the above named signatories.

CONSENT AGENDA – FOR ACTION

Agenda Item IV.A.6.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

**SUBJECT: SIGNATORIES ON ALL MCU ACCOUNTS UNDER
MEMBERSHIP #10919647**

Recommended by the superintendent that the board of education adopt the following resolution authorizing signatories for all My Credit Union depository accounts under General Checking #9920124, member #10004207 for the 2023-24 fiscal year.

BE IT RESOLVED, by the board of education of Independent School District No. 280, Richfield, Minnesota, that authorization be removed for all existing signers and authorization be added for any person named below as a signatory to transact financial business on behalf of the school district. This authorization includes but is not limited to financial transactions such as signing checks, drafts and other withdrawal orders; supplying the depository with specimen signatures of the authorized signatories; and all other directions and instructions needed to follow rules and regulations governing bank accounts.

Timothy Pollis	Treasurer
Paula Cole	Chair
Crystal Brakke	Clerk
Steve Unowsky	Superintendent
Craig Holje	Chief Human Resource & Operations Officer
James Gilligan	Director of Finance

My Credit Union is fully authorized to pay and charge to the District's accounts any checks, drafts, and other withdrawal orders signed, and to honor any directions of instructions signed, whether or not payable to the individual order of or deposited to the individual account of or for the benefit of the above named signatories.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

SUBJECT: AUTHORIZATION FOR WIRE TRANSFERS OF FUNDS

Recommended by the superintendent that the board of education adopt the following resolution authorizing investment of district funds and wire transfer of funds for the 2023-24 fiscal year.

BE IT RESOLVED, by the board of education of independent school district no. 280, Richfield, Minnesota, that the Chief Human Resources and Administrative Officer and/or Director of Finance be authorized to invest District funds and affect the wire transfer of funds to and/or from:

1. The School District's depositories for investment purposes.
2. The Hennepin County General Account at the Associated Bank and U.S. Bank and between district accounts for P-Card and ACH purposes.
3. Financial institutions for General Obligation Bond and Payments.
4. Third parties for accounts payable, insurance premium payments and voluntary and statutory benefits (flexible spending accounts, VEBA trust, etc.)

In addition, the board of education authorizes the Chief Human Resources and Administrative Officer, Director of Finance, and the Finance Manager to issue Stop Payments at School District's depositories.

(Prepared by Jim Gilligan)

CONSENT AGENDA - FOR ACTION

AGENDA IV.A.8

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

SUBJECT: DESIGNATION OF OFFICIAL NEWSPAPER

(Recommended by superintendent)

That the board of education designate the *Bloomington Richfield Sun Current* as their official newspaper for the 2023-24 school year.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

SUBJECT: Designation of School District Legal Counsel

(Recommended by superintendent)

That the board of education authorize the administration to obtain legal services from the firms of Squires, Waldspurger, and Mace, P.A.; Ratwik, Roszak and Maloney, P.A.; Knutson, Flynn and Deans P.A.; and other attorneys as authorized by the superintendent to best service the needs of the District.

Background

(Prepared by Craig Holje)

It is recommended that the board authorize the above firms as legal counsel for the district as it is anticipated that their services will be requested for ongoing or annual legal advice (e.g. employment, labor relations, student services, elections, lease contracts). It is recommended that the District reserve the right and be authorized to consult other attorneys as appropriate to capitalize on various legal expertise.

Amy Mace is the primary contact with Squires, Waldspurger, and Mace, P.A. The primary contact with Ratwik, Roszak and Maloney P.A. is Laura Booth. The primary contact with Knutson, Flynn and Deans P.A. is Tom Deans.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

SUBJECT: MEMBERSHIP IN ASSOCIATIONS

(Recommended by superintendent)

That the board of education authorize the administration to join these organizations for the 2023-24 school year:

- Association of Metropolitan School Districts (AMSD)
- Metro ECSU
- Minnesota School Boards Association (MSBA)

Board of Education
Independent School District 280
Richfield, MN

Regular Meeting, July 17, 2023

SUBJECT: 2023-2024 BOARD SECRETARY

(Recommended by the superintendent)

That the board of education employ Cassandra Quam as their secretary for the 2023-2024 school year with a salary of \$250 per meeting plus \$125 per special meeting not held prior to or following a regular meeting.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting July 17, 2023

Subject: PERSONNEL ITEMS

(Recommended by superintendent)

That the board of education approve the following personnel items:

Certified Full Time Teacher Year 1 of 3

Jared McComber – Science – Richfield Middle School
Effective 8/22/2023

Melvin Willis Jr – Art – Richfield Middle School
Effective 8/22/2023

Certified Full Time Teacher TIER 2

Correction from June 6, 2023

Dalianna Ramos – 3rd Grade Teacher – RDLS
Effective 8/22/2023

Certified Full Time Resignation

Jacqueline Nwaiwu – Global Spanish Teacher– Richfield Middle School
Effective 6/9/2023

Years of Service: 5 years

Molly Smith – Grade 4 Teacher – Richfield Dual Language School
Effective 6/9/2023

Years of Service: 5 years

Santiago Torres - Grade 2 Teacher – Richfield Dual Language School
Effective 6/9/2023

Years of Service: 1 year

Kasey Swenson – Kindergarten Teacher – R-STEM Elementary School
Effective 6/9/2023

Years of Service: 12 years

Classified Full Time Outreach Worker for Employment

Angelica Meza Sierra – Bilingual Outreach Worker – Richfield High School
Effective 9/5/2023

Classified Full Time Administrative Support Professional Resignation

Courtney Laduke – Administrative Assistant 3 – Food and Nutrition

Effective 8/13/2023

Classified Full Time Paraprofessional Resignation

Kelly Bloomer – Clerical Paraprofessional – Richfield High School

Effective 6/8/2023

Years of Service: 12 years

Classified Full Time Paraprofessional for Probationary Termination

Grant Stramer – Clerical Paraprofessional - R-STEM Elementary

Effective 6/8/2023

Years of Service: 1 year

Classified Full Time Facilities and Transportation Resignation

Jon Olson - Assistant Transportation Coordinator - District Wide

Effective 8/5/2023

Years of Service: 6 years

Miscellaneous Full Time Position for Resignation

Will Wlizlo – Safe Routes to School Coordinator – District Wide

Effective 7/20/2023

Years of Service: 3.5 years

Kailey McCarthy – Registered Nurse – District Wide

Effective 6/8/2023

Years of Service: 1 year

Classified Full Time Facilities and Transportation for Employment

Edmond Gjondedaj – Building Cleaner – Richfield High School

Effective 7/11/2023

Andres Sanchez – Building Cleaner – Richfield High School

Effective 7/11/2023

Tabios Harris – Building Cleaner – Richfield High School

Effective 7/13/2023

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

Subject: Field Trips

(Recommended by the superintendent)

Passage upon a third read of Policy 653: Field Trips & Administrative Guidelines 653.1 & 653.2. Suggested changes have been included in order to align to District branding and style guidelines and updated practices. Feedback was received from all management team members to guide these changes. Additional feedback from students participating in summer programs was obtained after the second read.

Attachments:

Policy 653: Field Trips - **redlined**
Administrative Guideline 653.1: Field Trip Fees and Transportation - **redlined**
Administrative Guideline 653.2: Extended Field Trips - **redlined**
Appendix A: Extended Field Trip Application Form - **redlined**
Appendix B: Extended Field Trip Chaperone Agreement - **redlined**
Appendix C: Extended Field Trip Student and Parent Agreement - **redlined**
Appendix D: Extended Field Trip Verification Form - **redlined**
MSBA Model Policy 610: Field Trips

**RICHFIELD PUBLIC SCHOOLS
653 - FIELD TRIPS**

I. PURPOSE

The purpose of this policy is to provide guidelines for student trips and to identify the general process to be followed for review and approval of trip requests.

II. GENERAL STATEMENT OF POLICY

The general expectation of the school board is that all student trips will be well planned, conducted in an orderly manner and safe environment, and will relate directly to the objectives of the class or activity for which the trip is requested. Student trips will be categorized within three general areas:

A. Instructional Trips

Trips that take place during the school day, relate directly to a course of study, and require student participation shall fall in this category. These trips shall be subject to review and approval of the building principal and shall be financed by ~~school-d~~District funds within the constraints of the school building budget. Fees may not be assessed against students to defray direct costs of instructional trips. (Minn. Stat. § 123B.37, ~~Prohibited Fees~~).

B. Supplementary Trips

This category pertains to those trips in which students voluntarily participate and which ~~usually may~~ take place outside the regular school day. Examples of trips in this category involve student activities, clubs, community education and other special interest groups. These trips are subject to review and approval of the activities director, community education director and/or the building principal. Financial contributions by students may be requested. (Minn. Stat. § 123B.36, ~~Authorized Fees~~), Supplementary field trips that are sponsored by a community partner rather than a District activity or club may not take place during the regular school day.

C. Extended Trips

~~1.~~ Trips that involve one or more overnight stops fall into this category.

~~2.~~

50 Extended trips may be instructional or supplementary and must be requested well in
51 advance at least 60 days ahead of the planned activity. An extended trip request form
52 must be completed and approved at each level: student staff member, principal,
53 superintendent, ~~and school board~~. Exceptions to the approval policy may be granted or
54 expedited to accommodate emergencies or contingencies (e.g., tournament competition).

55
56 _____ The school board acknowledges and supports the efforts of booster
57 clubs, foundations, PTOs, student clubs and similar organizations in
58 providing extended trip opportunities for students.

60 III. REGULATIONS

61
62 A. All District policies, including Policy 541: Student Behavior, Rules of
63 conduct and discipline for students and employees shall apply to all
64 student trip activity. Additionally, students attending field trips for
65 competitive activities must follow the Minnesota State High School League
66 (MSHSL) code of conduct.

67
68 B. School administration shall be responsible for providing more detailed
69 procedures, including parental involvement, supervision, and such other
70 factors deemed important and in the best interest of students.

71
72 C. Procedures shall include administrative approval for field trips. Instructional
73 and supplementary field trips must receive approval from the building or
74 program leader. Extended field trips must additionally receive approval from
75 the superintendent or designee. Each approval shall last for the duration of
76 up to one school year, with new approval required for each year.

77
78 D. All field trips require parent notification and the opportunity to opt out of the
79 trip. Any field trip taking place outside of the school day requires a
80 permission slip signed by a parent/guardian. Notifications or permission
81 slips must include the following:

82 1. Field trip logistics

83 2. Expectations for student behavior and making up any missed classwork

84 4.3. Possible circumstances in which parents must or may not pick up their
85 student from the field trip location

86
87 C.E. Transportation shall be furnished through a commercial carrier or school-
88 owned vehicle as directed by the transportation department.

89
90 D.F. An employee may use a personal vehicle to transport staff or personal
91 property for purposes of a field trip upon prior, written approval from
92 administration.

93
94 E.G. An employee must not use a personal vehicle to transport one or more
95 students for purposes of a field trip.

96
97 1. If immediate transportation of a student is required due to an
98 emergency or unforeseen circumstance, such as the illness or

99 injury of a child, and the transportation does not constitute regular
100 or scheduled transportation, a personal vehicle may be used. To
101 the extent a personal vehicle is used, the vehicle must be properly
102 registered and insured.

- 103
- 104 2. An employee must obtain preapproval by administration of student
105 transportation by a personal vehicle, pursuant to Section III.E.1, if
106 practicable. If preapproval by administration of use of a personal
107 vehicle cannot be obtained in a reasonable time given the
108 circumstances, an employee shall report the relevant facts and
109 circumstances justifying the need for use of a personal vehicle to
110 administration as soon as practicable. The relevant facts and
111 circumstances for use of a personal vehicle shall be documented by
112 administration.

113

114 **~~IV. SCHOOL BOARD REVIEW~~**

115

116 ~~The superintendent shall at least annually report to the school board upon the~~
117 ~~utilization of extended trips under this policy.~~

118

119

120

121 **Legal References:**

122 Minn. Stat. § 123B.36 (Authorized Fees)

123 Minn. Stat. § 123B.37 (Prohibited Fees)

124 Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)

125 Minn. Stat. § 169.011, Subd. 71(a) (Definitions)

126 Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards)

127 Sonkowsky v. Board of Educ. for Indep. Sch. Dist. No. 721, 327 F.3d 675 (8th Cir. 2003)

128 Lee v. Pine Bluff Sch. Dist., 472 F.3d 1026 (8th Cir. 2007)

129 ~~Minn. Stat. §123B.49 (Cocurricular and Extracurricular Activities;~~
130 ~~Insurance)~~

131 ~~Minn. Stat. § 169.011, Subd. 71(a) (Definition of a School Bus)~~

132 ~~Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards —~~
133 ~~Exemption)~~

134

135 **Cross References:** ~~MSBA/MASA Model Policy 403 (Discipline, Suspension, and~~

136 ~~Dismissal of School District Employees~~

137 ~~MSBA/MASA Model Policy 423 (Employee-Student~~
138 ~~Relationships)~~

139 ~~MSBA/MASA Model Policy 707 (Transportation of Public~~
140 ~~School Students)~~

141 ~~MSBA/MASA Model Policy 709 (Student Transportation~~
142 ~~Safety Policy)~~

143 ~~MSBA/MASA Model Policy 710 (Extracurricular~~
144 ~~Transportation)~~

145

146 ~~Board Policy 50641 (Student Discipline) Behavior~~

147 Board Policy 744: Activities Transportation

148

149
150 ~~ADOPTED-RATIFIED~~ BY THE BOARD OF EDUCATION: April 15, 2002
151 REVIEWED AND REAFFIRMED BY THE BOARD OF EDUCATION: July 17, 2006
152 REVISED BY THE BOARD OF EDUCATION: December 7, 2004, November 20,
153 2017

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RICHFIELD PUBLIC SCHOOLS
ADMINISTRATIVE GUIDELINES

FIELD TRIP FEES AND TRANSPORTATION

I. INTRODUCTION

These administrative guidelines are intended to facilitate transportation and the collection of fees for student field trips, pursuant to Board Policy 653.

II. COLLECTION OF FEES

A. A fee, ~~not to exceed the total cost of transportation~~ may be charged for "supplemental" field trips occurring during the school day, but must not exceed the total cost of transportation that leave during the school day no earlier than 9:15 A.M. returning no later than 1:45 P.M. A supplemental field trip does not require participation as part of the curriculum.

1. Fees collected by the schools for supplemental trips shall be deposited into the ~~miscellaneous revenue~~ account using the "Report of Miscellaneous Receipts" form.

2. The business office will credit the school's ~~field trip expenditure~~ account (~~object code #361~~) in the amount of the fees collected.

3. Students will be allowed to participate in supplemental field trips regardless of ability to pay fees.

~~3. Money collected for entrance fees, which is in addition to the bus fee, shall be credited the school's expenditure account (object code #897).~~

B. An "instructional" field trip is an event where participation is required as part of the curriculum and is not subject to a ~~bus~~ fee.

C. A fee as determined by the transportation department and invoiced by the business office will be charged for extended trips to cover the actual cost of transportation.

III. TRANSPORTATION

A. Arrangements for ground transportation shall be made through the transportation department. ~~School district~~ Richfield Public Schools employees shall undertake independent arrangement, scheduling or coordination of transportation for activities only when specifically directed or approved by the transportation department. ~~School d~~ District

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1 employees shall notify a building administrator of all transportation
2 arrangements made.

3
4 B. Transportation shall typically be furnished through a commercial carrier or
5 school-owned vehicle. All vehicles used to transport students shall be
6 properly registered and insured. In the event a private vehicle is approved
7 for use, a certificate of insurance must be on file in the school district
8 office.

9
10 C. In the event of emergencies or other unforeseeable circumstances,
11 employees are authorized to make appropriate transportation
12 arrangements for students as necessary. Employees may transport
13 students in non-emergency circumstances only when approved by the
14 ~~transportation department~~ school administration. The employee shall
15 report the relevant facts and circumstances to the administration.
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22 Dated: April 15, 2002

23 Reviewed: November 20, 2017

24 Revised: December 7, 2004, July 17, 2006, November 20, 2017

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RICHFIELD PUBLIC SCHOOLS
ADMINISTRATIVE GUIDELINES
EXTENDED FIELD TRIPS

I. INTRODUCTION

- A. These administrative guidelines are to facilitate arrangements for extended student field trips, pursuant to Board Policy 653.
- B. The administrative guidelines shall cover any student travel that results from District/school promotion of the activity through the following:
 - distribution of information and/or materials,
 - coordination of arrangements by District/school personnel,
 - receipt of participation fees,
 - collection of permission slips, and/or
 - ~~arrangements for recruitment of~~ chaperones.
- C. These regulations are to be followed ~~irrespective regardless~~ of whether the student travel activity is sponsored by the District/school, community group, state or local association, and/or business organization.

II. EXTENDED FIELD TRIP APPLICATION AND EVALUATION

- A. Before any student overnight travel is discussed with students or parents, the sponsoring ~~teacher staff member~~(s) shall complete the Extended Field Trip Application form (Appendix A) and submit it to the building principal for approval.
- B. The building principal will use the following information when considering the appropriateness of the trip:
 1. Educational value
 2. Safety and welfare of the students involved
 3. Relevance to described objectives of the class or group
 4. Age appropriateness of the proposed travel
 5. Lack of interference with other school activities
 6. Support of staff if the proposed requires students to be absent from school
 7. Availability of funds, expenses for students, or projected success of fundraising activities
 8. ~~Accessible~~ Accessibility to all potential participants

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III. EXTENDED FIELD TRIP REGULATIONS

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- ~~C.A.~~ Approved adequate student supervision for each trip must be assured. A 1:12 ratio of chaperones to students is recommended.

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- 1 ~~D.B.~~ Chaperones must sign the Extended Field Trip Chaperone Agreement
2 (Appendix B), indicating a willingness to accept and adhere to the
3 expectations and rules outlined in the agreement.
4
- 5 ~~A.~~ Travel outside ~~the metropolitan area of a 70 mile radius of Richfield High~~
6 ~~School~~ will be arranged through a commercial carrier or school-owned
7 vehicle as directed by the transportation department. ~~bonded travel~~
8 agencies.
9
- 10 ~~E.~~ Parents and guardians will be informed, in advance, of the anticipated
11 itinerary, costs, and activities.
12
- 13 ~~F.C.~~ There shall be clear, written communication of prospective travel details to
14 parents/guardians, students, and chaperones, including information of
15 behavioral expectations.
16
- 17 ~~G.D.~~ Parent/guardian permission for student participation shall be secured in
18 writing, and both the participating student and ~~his or her~~their parent/
19 guardian must sign the Extended Field Trip Student and Parent Agreement
20 Form (Appendix C) indicating a willingness to accept and adhere to the
21 expectations and rules outlined in the agreement.
22
- 23 ~~H.E.~~ All funds collected for the travel program will be handled through ~~the~~
24 ~~school activity~~an approved District bank account.
25
- 26 ~~I.F.~~ Fundraising activities should be approved and coordinated by the building
27 principal. Students who fully participate in the fundraising efforts should be
28 able to entirely cover the cost of their participation in the extended field trip.
29 Field trip organizers shall be responsible for ensuring that inability to pay
30 does not become a barrier to student participation.
31
- 32 ~~J.G.~~ Precautionary health/safety measures for the health of students, staff, and
33 chaperones shall be provided prior to departure.
34
- 35 ~~H.~~ Reasonable accommodations for students, staff, and chaperones with
36 disabilities shall be provided.
37
- 38 ~~K.I.~~ All students, regardless of their gender identity, have the right to
39 participate fully in overnight trips and other activities. In all cases, the school
40 has an obligation to maintain the privacy of all students and cannot disclose
41 or require the disclosure of a student's transgender status.
42
- 43 ~~L.J.~~ No less than one week prior to departure, the organizing teacher and
44 building principal must both sign off on the Extended Field Trip Verification
45 Form (Appendix D).
46
- 47 ~~M.K.~~ The School District Richfield Public Schools reserves the right to cancel or
48 postpone a trip and will not be responsible for non-refunded deposits or other
49 expenses that have been incurred.
50

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1 ~~N.L.~~ As referenced in Board Policy 653, all applicable laws, Minnesota State
2 High School League rules, school board policies and administrative
3 guidelines, and employment agreements will be in effect in travel situations,
4 just as they are on ~~School~~-District property.

5
6 ~~O.M.~~ Failure of a student to adhere to applicable laws, policies and rules will
7 result in consequences that may include the student being sent home
8 immediately at ~~his / her~~their personal or family expense. Failure of the
9 organizing teacher, advisor, coach, and/or chaperone to adhere to applicable
10 laws, policies and rules will also result in appropriate consequences.

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12
13 Dated: December 7, 2004

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APPENDIX A

Richfield High School

Extended Field Trip
Application Form

Directions: Complete this form in its entirety and submit to the building principal *before* commencing trip-related publicity, recruitment, and fund-raising. Include relevant travel brochures or travel information with this application.

(Note: The sponsoring teacher(s) must complete this form and the building principal must approve it before any student overnight travel is discussed with students or parents.)

Teacher: _____ Date of Request: _____

Trip Destination: _____

Educational Purpose: _____

Dates of Proposed Travel – Departure: _____ Return: _____

~~Travel Agency Transportation~~
Provider: _____

How will students be selected for the trip? _____

~~The expectation for fundraising is that students who fully participate in the fundraising efforts should be able to entirely cover the cost of their participation in the field trip. How will the trip be funded?~~ What is your detailed fundraising plan? _____

Cost Per Student? _____

Method of Transportation: _____

Accommodations for Housing/Lodging: _____

Who will serve as student chaperones for the trip? _____

How and when will information regarding the trip be shared with students, parents, and chaperones? What topics will be covered? _____

APPENDIX A

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Teacher Signature/Date

Approved: _____
Principal Signature/Date

Approved: _____
Superintendent Signature/Date

Dated: December, 2004

APPENDIX B

1 I agree to abide by the rules and regulations stated above and to accept other decisions regarding
2 appropriate behavior made by the adult(s) in charge of the extended field trip program. I understand that
3 failure to adhere to these requirements may result in disciplinary action.

4

5

6 Signature of Chaperone: _____ Date: _____

7

8

9 Dated: December, 2004

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APPENDIX C
RICHFIELD HIGH SCHOOL

EXTENDED FIELD TRIP
RULES OF CONDUCT STUDENT AND PARENT AGREEMENT

Travel Within and Outside of the United States of America

All participants, including students age 18 or older, who have elected to join a school-sponsored field trip shall adhere to ~~Board Policy 653(Field Trips), Administrative Guidelines 653.1 and 653.2~~ all Richfield Public Schools policies, Minnesota State High School League Rules, and any other rules introduced out of necessity during the course of the trip.

The above policy, guidelines and rules shall supercede guidelines issued by non-school organizations such as a tour organizing group or travel agency.

1. All Richfield Board of Education policies, administrative guidelines, school rules, and Minnesota State High School League rules governing adult and student behavior apply to student field trips.
Relevant policies include:
 - a. Policy 107: Electronic Use and Communications & Guidelines 107.1 & 107.2
 - b. Policy 541: Student Behavior & Guideline 541.1
 - c. Policy 545: Attendance & Guideline 545.1
 - d. Policy 547: Student Dress and Appearance & Guideline 547.1
 - e. Policy 584: Student Medication
 - f. Policy 586: Gender Inclusion
 - g. Policy 653: Field Trips & Guidelines 653.1 & 653.2
2. The use of alcoholic beverages, ~~and~~ tobacco in any form and e-cigarettes is prohibited regardless of age of the student.
3. The use of marijuana, ~~THC or other~~ and any controlled substances is prohibited.
4. Possession or carrying of knives, firearms, or any other weapon is prohibited.
5. Hitchhiking and the rental or driving of motorized vehicles (for example, motorbikes or snowmobiles) are prohibited.
6. Abusive language and/or conduct endangering the health and safety of participants and others are prohibited. (For example, swearing and fighting are not allowed.)
7. Visitors or group members ~~of the opposite sex~~ are not permitted into each other's rooms without adult supervision.
8. Respectful behavior ~~and good manners are~~ is expected from everyone, both to represent our school and district in a positive light and to maintain positive relationships among adult and student members of the group, parents-/guardians, and hosts.
9. All scheduled activities in the program are obligatory:
 - Students are to be punctual;

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APPENDIX C

- A student who is ill or injured must immediately inform his or her chaperone;
- Students are expected to pay careful attention to their health needs, including getting enough sleep, keeping clean, and wearing dry clothing.

10. To ensure a reasonable state of alertness for the following day's activities, evening curfew hours will be set by the staff member charge and strictly observed by all students, including those 18 years of age and older.

11. A "buddy system" will be employed throughout the trip. Participants are expected to know where their "buddies" are at all times. No student shall leave the group or group's headquarters at any time during the trip without an authorized chaperone.

12. The parent/-guardian of any student carrying prescribed medication will be required to provide advanced, written information to the staff member in charge describing the type of medication, instructions for its use, and adverse side effects that could be experienced by the student using the medication.

13. Whenever a student is in doubt about what to do, ~~he/she is~~they are expected to seek advice from the staff member in charge or from a chaperone.

14. At all times, participants are to carry their passports, any necessary medical information, and emergency phone numbers designated by parents/-guardians.

15. ~~Failure of a student to adhere to applicable laws, policies and rules will result in consequences that may include the student being sent home immediately at their personal or family expense. If there are serious infractions of rules of conduct or violations of the law, a student may be sent home at the parent/ guardian's expense.~~ This decision will be made after the staff member in charge has consulted with the student, the principal, and the student's parent/guardian.

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I agree to abide by the rules and regulations stated above and to accept other decisions on appropriate behavior made by the adult(s) in charge of the extended field trip program.

Signature of Student: _____ Date: _____

I agree to the above rules and regulations which will govern my ~~son's /daughter's~~child's conduct while on this extended field trip program, as well as other decisions on appropriate behavior which may be made by the adult(s) in charge of this program.

Signature of Parent ~~Legal~~ Guardian: _____
Date: _____

Dated: December, 2004

APPENDIX D

Richfield High School

Extended Field Trip

Verification Form

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The field trip sponsor (teacher) and building principal must initial each statement of assurance and attach appropriate documents no less than one week prior to the departure date.

_____ **The Extended Field Trip Approval Form**

_____ **Dates of Parent/Student Information Meetings**

_____ Informational Meeting – Date(s) _____

_____ Final Meeting - Date _____

_____ **Complete Trip Itinerary**

_____ Travel Agency Contact Information

_____ Transportation Information (provider, departure/arrival information, flight numbers, telephone numbers, etc.)

_____ Name and Telephone Numbers for all Accommodations (hotels, motels, host families, etc.)

_____ **Emergency Contact Information for all Trip Participants.**

_____ **Rules of Conduct Form Signed by Student and Parent**

_____ **Rules of Conduct Form Signed by Chaperone**

_____ **Any Other Information Communicated to Parents and Students in writing**

Final Information verified by building principal and teacher/sponsor.

Principal Signature and Date

Teacher Signature and Date

Adopted: _____

MSBA/MASA Model Policy 610

Orig. 1995

Revised: _____

Rev. 2012

610 FIELD TRIPS

I. PURPOSE

The purpose of this policy is to provide guidelines for student trips and to identify the general process to be followed for review and approval of trip requests.

II. GENERAL STATEMENT OF POLICY

The general expectation of the school board is that all student trips will be well planned, conducted in an orderly manner and safe environment, and will relate directly to the objectives of the class or activity for which the trip is requested. Student trips will be categorized within three general areas:

A. Instructional Trips

Trips that take place during the school day, relate directly to a course of study, and require student participation shall fall in this category. These trips shall be subject to review and approval of the building principal and shall be financed by school district funds within the constraints of the school building budget. Fees may not be assessed against students to defray direct costs of instructional trips. (Minnesota Statutes section 123B.37)

B. Supplementary Trips

This category pertains to those trips in which students voluntarily participate and which usually take place outside the regular school day. Examples of trips in this category involve student activities, clubs, and other special interest groups. These trips are subject to review and approval of the activities director and/or the building principal. Financial contributions by students may be requested. (Minnesota Statutes section 123B.36)

C. Extended Trips

1. Trips that involve one or more overnight stops fall into this category. Extended trips may be instructional or supplementary and must be requested well in advance of the planned activity. An extended trip request form must be completed and approved at each level: student, principal, superintendent, and school board. Exceptions to the approval policy may be granted or expedited to accommodate emergencies or contingencies (e.g., tournament competition).
2. The school board acknowledges and supports the efforts of booster clubs and similar organizations in providing extended trip opportunities for students.

III. REGULATIONS

- A. Rules of conduct and discipline for students and employees shall apply to all student trip activity.
- B. The school administration shall be responsible for providing more detailed procedures, including parental involvement, supervision, and such other factors deemed important and in the best interest of students.
- C. Transportation shall be furnished through a commercial carrier or school-owned vehicle.
- D. An employee may use a personal vehicle to transport staff or personal property for purposes of a field trip upon prior, written approval from administration.
- E. An employee must not use a personal vehicle to transport one or more students for purposes of a field trip.
 - 1. If immediate transportation of a student is required due to an emergency or unforeseen circumstance, such as the illness or injury of a child, and the transportation does not constitute regular or scheduled transportation, a personal vehicle may be used. To the extent a personal vehicle is used, the vehicle must be properly registered and insured.
 - 2. An employee must obtain preapproval by administration of student transportation by a personal vehicle, pursuant to Section III.E.1, if practicable. If preapproval by administration of use of a personal vehicle cannot be obtained in a reasonable time given the circumstances, an employee shall report the relevant facts and circumstances justifying the need for use of a personal vehicle to administration as soon as practicable. The relevant facts and circumstances for use of a personal vehicle shall be documented by administration.

IV. SCHOOL BOARD REVIEW

The superintendent shall at least annually report to the school board upon the utilization of trips under this policy.

Legal References: Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)
Minn. Stat. § 169.011, Subd. 71(a) (Definitions)
Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards)
Sonkowsky v. Board of Educ. for Indep. Sch. Dist. No. 721, 327 F.3d 675 (8th Cir. 2003)
Lee v. Pine Bluff Sch. Dist., 472 F.3d 1026 (8th Cir. 2007)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 423 (Employee – Student Relationships)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 707 (Transportation of Public School Students)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
MSBA/MASA Model Policy 710 (Extracurricular Transportation)

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

Subject: Passes to Athletic Contests and Other School Activities

(Recommended by the superintendent)

A second read of Policy 978: Passes to Athletic Contests and Other School Activities. Suggested changes have been included to adhere to District branding and style guidelines and to align with current practices. Feedback was obtained from the Activities Department suggesting to remove the senior citizen pass because it is not being utilized (there is also a senior discount for individual event tickets) and to make slight changes to the prices of passes.

Background Information:

The District receives approximately 3-4 requests per year for board member or retiree lifetime passes. In the 2022-23 school year, the sale of passes brought in \$2,070 total:

- Volleyball: \$240
- Soccer: \$150
- Football: \$375
- Swimming: \$220
- Basketball: \$275
- Fall Season Pass: \$360
- All Sport Season Pass: \$450

Some other high schools in the Tri-Metro Conference have the following fees for passes:

- Academy of Holy Angels: Student pass for \$35 per year. No adult pass.
- Brooklyn Center: No season passes.
- Kennedy: Students/seniors pass for \$35. Adult pass for \$70.
- DeLaSalle: Season pass for \$50.
- Cooper: \$100 for 30 punch pass. \$125 for 35 online tickets.
- St. Anthony: \$45 student pass. \$75 adult pass. \$215 family pass.

Attachments:

Policy 978: Passes to Athletic Contests and Other School Activities - **redlined**

1
2 **RICHFIELD PUBLIC SCHOOLS**
3
4 **PASSES TO ATHLETIC CONTESTS AND**
5 **OTHER SCHOOL ACTIVITIES**
6

7 **I. PURPOSE**
8

9 The purpose of this policy is to provide passes to athletic contests and other
10 school activities to designated groups.
11

12 **II. GENERAL STATEMENT OF POLICY**
13

14 Unless otherwise noted, the passes shall admit the bearer free to all home
15 athletic events and concerts with the exception of the spring musical, playoff
16 contests, conference sponsored activities and those events whose specific
17 purpose is to raise funds.

18 In addition to the passes listed below, the athletic conference issues passes
19 each year to selected individuals (and guest). Conference pass issuance is
20 based on conference specific rules.

21
22 **III. PASSES AVAILABLE AT NO CHARGE**
23

24 Richfield Public Schools passes are available at no charge for the following
25 groups:
26

27 **A. School Board Members**

28 Upon request, a school board members will be given a pass upon taking
29 office ~~on the Board of Education~~. The passes are for life and include free
30 admission for one guest. Requests must be made ~~in person at~~ the
31 ~~superintendent's activities department~~ office.

32
33 **B. Retirees**

34 Upon request, all ~~school-d~~ District employees will be given a
35 "~~Retiree~~retiree" pass when they retire from the school district. The passes
36 are for life and include free admission for one guest. Requests must be
37 made in person ~~at~~ to the ~~superintendent's activities department~~ office.
38

39 ~~C. Senior Citizens~~

40 ~~Residents of the school district (including those living in the Edina portion~~
41 ~~of the district) who are 62 years of age or older will be given a lifetime~~
42 ~~"Senior Citizen" pass upon request. Requests must be made in person at~~
43 ~~the athletic director's or superintendent's office. Identification is required.~~

44
45 **D. Staff**

46 District employees showing a school photo I.D. will be admitted to all
47 home athletic events.
48

- 1 E. Students
2 High school students showing a valid current school I.D. will be admitted
3 free to all home athletic events. Middle school students showing a valid
4 current school I.D. will be admitted free to all home athletic events when
5 accompanied and supervised by a paying adult.

6
7 **IV. PASSES AVAILABLE FOR PURCHASE**

- 8
9 A. The Spartan All Sports pass is available for general purchase each year
10 through the athletic office. ~~The student athletic pass/activity fee can be~~
11 ~~purchased through the High School office.~~

12
13 B. Season Ticket Sales

14
15

1. All Sport Season Pass	\$ 7580 .00
2. Fall Sport Season Pass	\$ 4045 .00
17 3. Winter Sport Season Pass	\$ 6065 .00
18 4. Football Season Pass	\$ 1520 .00
19 5. Volleyball Season Pass	\$ 3035 .00
20 6. Soccer Season Pass	\$ 3040 .00
21 7. Basketball Season Pass	\$ 5560 .00
22 8. Hockey Season Pass	\$55.00
23 9. Wrestling Season Pass	\$ 2025 .00
24 10. Swimming Season Pass	\$ 2025 .00

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Commented [CQ1]: Possibly remove?

28 ~~ADOPTED-RATIFIED~~ BY THE BOARD OF EDUCATION: January 17, 1972

29
30 REVIEWED ~~AND REAFFIRMED~~ BY THE BOARD OF EDUCATION: April 2, 2018

31
32 REVISED BY THE BOARD OF EDUCATION: October 6, 1986, October 1, 1990
33 September 3, 1996, October 15,
34 2001, December 2, 2003, June 6,
35 2005, March 5, 2007, April 21, 2008,
36 April 2, 2018
37
38

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

Subject: Resolution Filling a Board Vacancy by Appointment

The District accepted applications from interested individuals from June 8 to June 22. The District received seven applications from individuals interested in being considered for appointment to the board, and six of those individuals participated in an interview process at a board study session on July 11.

According to Minn. Stat. 123B.09, the vacancy must be filled by board appointment at a regular or special meeting, and the new board member shall begin their service 30 days after the appointment. The appointed board member will serve out the remaining term until January 8, 2024.

RESOLUTION FILLING SCHOOL BOARD VACANCY BY APPOINTMENT

WHEREAS, a vacancy exists in the office of school board member with a term expiring the first Monday in January, 2024; and

WHEREAS, the vacancy occurred less than ninety (90) days prior to the first Tuesday after the first Monday in November of the third year of the vacant term or on any date during the fourth year of the vacant term;

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

Pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b, _____

is hereby appointed to fill the vacancy and to serve the remainder of the unexpired term and until a successor is elected and qualified. The appointment shall be effective thirty (30) days after the adoption of this resolution unless a valid petition to reject the appointee is filed with the school district clerk pursuant to Minnesota Statutes, Section 123B.09, Subd. 5b(b) within that thirty (30) day time period.

Approved by Richfield Public Schools this 17th day of July, 2023.

ATTEST:

Crystal Brakke, Board Clerk

Paula Cole, Board Chair

NEW BUSINESS – FOR ACTION

Agenda Item VI.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting July 17, 2023

Subject: Polling Places for 2023

(Recommended by the superintendent)

That the board of education approve the amended resolution designating polling places for 2023. The board approved the polling places for 2023 on December 5, 2022. However, changes to 2023 polling locations can be made by board resolution at least 90 days before the election if needed. The polling location for precinct 9 needed to be relocated, and the City of Richfield approved this change at their city council meeting on July 11, 2023.

Attachments:

Amended Resolution Designating Polling Places for 2023

AMENDED RESOLUTION DESIGNATING POLLING PLACES FOR 2023

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

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

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

NOW, THEREFORE, BE IT RESOLVED, Richfield Public Schools hereby designates the following polling places for elections conducted in the city as well as residents in non-Richfield precincts in 2023;

<u>Precinct No. 1</u> <u>Edina Precincts 8, 9, 15, 16</u>	Church of Peace 6345 Xerxes Ave.
<u>Precinct No. 2</u> <u>Edina Precinct 14</u>	St. Richard's Catholic Church 7540 Penn Avenue
<u>Precinct No. 3</u>	Woodlake Lutheran Church 2120 W. 76 th St.
<u>Precinct No. 4</u>	St. Peter's Catholic Church 6730 Nicollet Ave.
<u>Precinct No. 5</u>	Richfield Community Center 7000 Nicollet Ave.
<u>Precinct No. 6</u>	Bethel's Rock Church 7601 Girard Ave.
<u>Precinct No. 7</u> <u>Fort Snelling Precinct 1</u>	Mt. Calvary Education Building 6541 16 th Ave.
<u>Precinct No. 8</u>	Hope Presbyterian Education Facility 7132 Portland Ave.
<u>Precinct No. 9</u>	Church of the Assumption 305 E. 77 th St.

NOW, THEREFORE, BE IT RESOLVED by Richfield Public Schools that the nine locations listed above are the designated 2023 polling locations in Richfield.

Approved by Richfield Public Schools this 17th day of July, 2023.

ATTEST:

Crystal Brakke, Board Clerk

Paula Cole, Board Chair

NEW BUSINESS – FOR REVIEW

Agenda Item VI.C.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

Subject: Employee Publications, Instructional Materials, Inventions and Creations

(Recommended by the superintendent)

A first read of Policy 405: Employee Publications, Instructional Materials, Inventions and Creations.

Attachments:

Policy 405: Employee Publications, Instructional Materials, Inventions and Creations

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RICHFIELD PUBLIC SCHOOLS

**EMPLOYEE PUBLICATIONS, INSTRUCTIONAL
MATERIALS, INVENTIONS AND CREATIONS**

I. PURPOSE

The purpose of this policy is to identify and reserve the proprietary rights of the school district to certain publications, instructional materials, inventions, and creations which employees may develop or create, or assist in developing or creating, while employed by the school district.

II. GENERAL STATEMENT OF POLICY

Unless the employee develops, creates or assists in developing or creating a publication, instructional material, computer program, invention or creation entirely on the employee's own time and without the use of any school district facilities or equipment, the employee shall immediately disclose and, on demand of the school district, assign any rights to publications, instructional materials, computer programs, materials posted on websites, inventions or creations which the employee develops or creates or assists in developing or creating during the term of employee's employment. In addition, employees shall sign such documents and perform such other acts as may be necessary to secure the rights of the school district relating to such publications, instructional materials, computer programs, inventions and/or creations, including domestic and foreign patents and copyrights.

III. NOTICE OF POLICY

The school district shall give employees notice of this policy by such means as are reasonably likely to inform them of this policy.

Legal References: Minn. Stat. § 181.78 (Agreements; Terms Relating to Inventions)
17 U.S.C. §101 et seq. (Copyrights)

Cross References:

ADOPTED BY THE BOARD OF EDUCATION: October 21, 1996
REAFFIRMED BY THE BOARD OF EDUCATION: January 7, 2002
REVISED: June 17, 2008, February 5, 2018

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 17, 2023

Subject: Right-of-Way and Utility Easement

(Recommended by the superintendent)

Approval of granting to the City of Richfield a permanent right-of-way and utility easement around the property occupied by Richfield STEM School and Richfield Dual Language School.

Background

(Prepared by Craig Holje)

During the design development process for the 71st Street Sidewalk construction project, it was determined that the fence along 71st Street needed to shift north to accommodate the sidewalk along the road. While determining the easement needs for the project, the surveyor noted that based on a Torrens claim, Richfield Public Schools property extended to the centerline of the roadway on all four sides of the STEM/RDLS site (70th Street, Elliot Ave, 71st Street, 12th Ave). This easement would provide a roadway, sidewalk, and utility easement to the City of Richfield in order to maintain and improve facilities within the easement. This is necessary for the city to make any future improvement to the roadways.

The requested easements would be from the centerline of the road to 35 feet north of centerline on 71st St (roughly 5 feet behind the existing fence or 17 feet from back of curb), 33 feet west of centerline on 12th Ave (roughly existing back of sidewalk), 33 feet south of centerline on 70th Street (roughly existing back of sidewalk), and 30 feet east of centerline on Elliot Ave (roughly 2 feet behind existing back of sidewalk).

Attachments:

Right-of-Way and Utility Easement Document

RIGHT-OF-WAY AND UTILITY EASEMENT

THIS INSTRUMENT is made by Independent School District No. 280, Richfield Public Schools, a body corporate and politic in the State of Minnesota (“Owner”), in favor of the City of Richfield, a Minnesota municipal corporation (“City”) (together with Owner referred to herein as the “Parties” or each a “Party”).

Recitals

- A. Owner is the fee owner of the certain real property located at 7020 12th Avenue South, in Richfield, Hennepin County, Minnesota, (PID No. 35-028-24-21-0002) and legally described on the attached Exhibit A (the “Property”).
- B. Owner desires to grant to the City a perpetual, non-exclusive right-of-way and utility easement, according to the terms and conditions contained herein.

Terms of Easement

1. Incorporation. The above recitals and attached exhibits are hereby incorporated and made part of this Instrument.
2. Grant of Easement. For good and valuable consideration, receipt and sufficiency of which are hereby acknowledged by Owner, Owner grants and convey to the City a permanent, non-exclusive easement for public right-of-way and utility purposes over the portions of the Property legally described on Exhibit B and depicted on Exhibit C attached hereto (the “Easement Area”).
3. Scope of Easement. The above-described easement includes the rights of the City, its contractors, agents, and employees to enter the Easement Area at all reasonable times for the purposes of locating, constructing, reconstructing, operating, maintaining, improving, inspecting, altering, and repairing a roadway, sidewalk, utility improvements including water, sanitary sewer, and storm sewer and other utility improvements, and other public facilities or improvements of any type that are not inconsistent with use as a public right-of-way, within the Easement Area. The City’s easement rights herein include the right to permit private utilities within the Easement Area.

The easement granted herein also includes the right to cut, trim, or remove from the Easement Area such improvements, trees, shrubs, or other vegetation, and to prohibit obstructions and grading alterations as in the City’s judgment unreasonably interfere with the easement or the function of the facilities located therein.

4. Warranty of Title. Owner warrants that it is the fee owner of the Property and that it has the right, title, and capacity to convey the easement herein to the City.
5. Environmental Matters. The City shall not be responsible for any costs, expenses, damages, demands, obligations, including penalties and reasonable attorneys’ fees, or losses resulting from any claims, actions, suits, or proceedings based upon a release or threat of release

of any hazardous substances, pollutants, or contaminants that may have existed on, or that relate to, the Easement Area or the Property prior to the date of this Instrument.

6. Binding Effect. The terms and conditions of this Instrument shall run with the land and be binding on Owner, its successors, and assigns.

STATE DEED TAX DUE HEREON: NONE

[The rest of this page left intentionally blank; signatures to follow on next page]

EXHIBIT A

Legal Description of the Property

That Part of the Northeast Quarter of the Northwest Quarter of Section 35, Township 28, North, Range 24 West of the 4th Principal Meridian lying North of Zubert's Elliot Avenue Addition except the West 325.3 feet thereof.

EXHIBIT B

Legal Description of the Easement Area

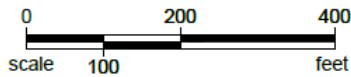
A permanent road, utility, and sidewalk easement over, under, and across the northerly 33.00 feet AND the easterly 33.00 feet AND the westerly 30.00 feet AND the southerly 35.00 feet of the following property:

That Part of the Northeast Quarter of the Northwest Quarter of Section 35, Township 28, North, Range 24 West of the 4th Principal Meridian lying North of Zubert's Elliot Avenue Addition except the West 325.3 feet thereof.

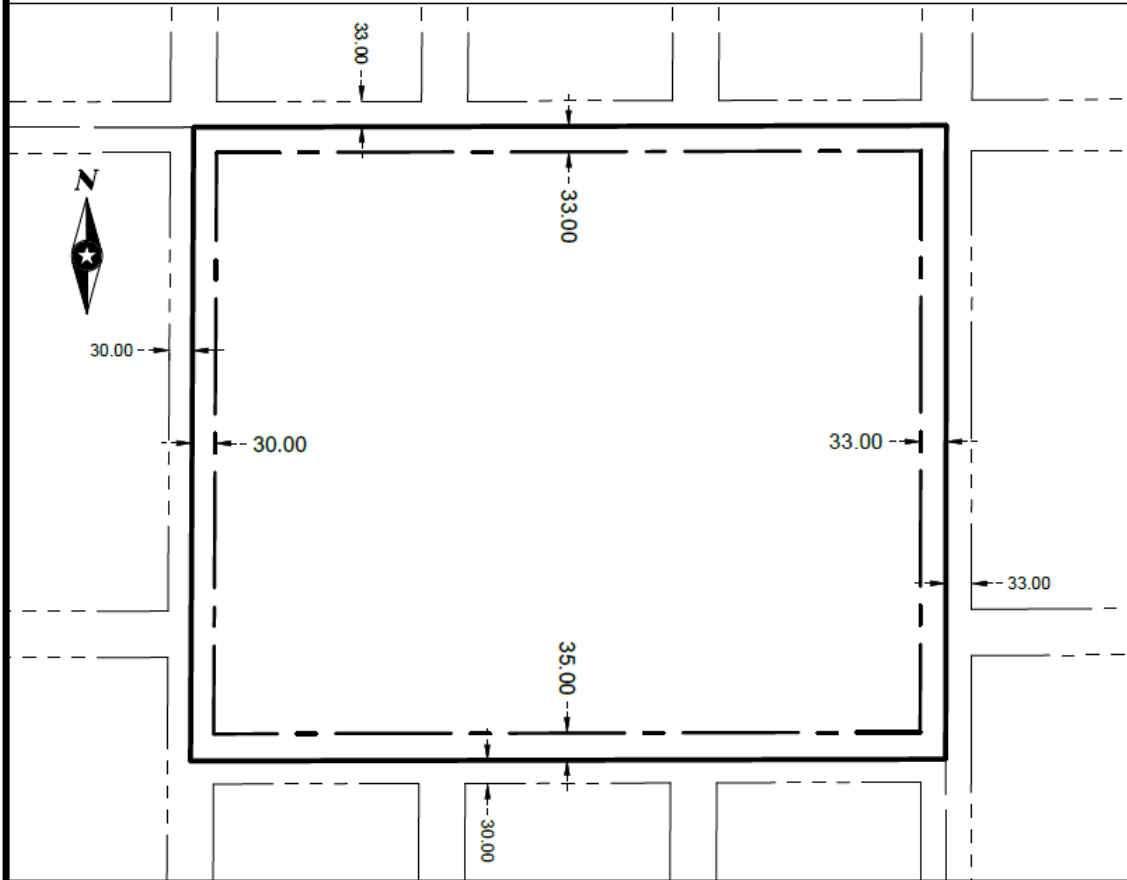
EXHIBIT C
Depiction of the Easement Area

A Permanent road, utility, and sidewalk easement over, under, and across the northerly 33.00 feet AND the easterly 33.00 feet AND the westerly 30.00 feet And the southerly 35.00 feet of the following property:

That Part of the Northeast Quarter of the Northwest Quarter of Section 35, Township 28, North, Range 24 West of the 4th Principal Meridian lying North of Zubert's Elliot Avenue Addition except the West 325.3 feet thereof.



ORIENTATION OF THIS BEARING SYSTEM IS
 BASED ON THE HENNEPIN COUNTY
 COORDINATE SYSTEM, NAD83 (2011 ADJ)



EASEMENT EXHIBIT FOR: PID 3502824210002

**RICHFIELD
 HENNEPIN
 MINNESOTA**
 SEH Project RICHF 17/0899
 Drawn By TSB
 Designed By TSB
 Checked By TSB

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

THEODORE S BROWN
 DATE 6/14/2023 LICENSE NO. 51678

