

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, September 18, 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. Back to School Update, Part 2
 - 2. Superintendent Goals Presentation
- IV. CONSENT AGENDA
 - A. Routine Matters
 - 1. Minutes of the regular meeting held September 5, 2023
 - 2. General Disbursements as of 9/8/23 in the amount of \$650,981.11
 - B. Personnel Items
- V. NEW BUSINESS
 - A. Preliminary Levy Certification
 - B. Property, Liability, Fleet, Professional and Faithful Performance and Cyber Liability Insurance Renewal
 - C. Policy 108: Hazing Prohibition
 - D. Policy 586: Gender Inclusion
 - E. Donations

VI. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Suggested/Future Agenda Items

D. Future Meeting Dates

10-2-2023	7 p.m.	Regular Board Meeting
10-16-2023	7 p.m.	Regular Board Meeting – Public Comment

VII. CLOSED SESSION AS ALLOWED BY MINNESOTA STATUTE 13D.03 FOR
LABOR NEGOTIATIONS STRATEGY

VIII. REOPEN MEETING

IX. ADJOURN REGULAR MEETING

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

Agenda Item II.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 18, 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
STAR:	Standardized Test for Assessment of Reading
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, September 18, 2023

Subject: Ongoing Board Calendar

Upcoming Events to Attend:

Thursday, September 21: Sheridan Hills Fall Family Engineering Night, 5:30 p.m.
Friday, September 22: Early in person voting begins, 8 a.m. - 4:30 p.m. weekdays @
Richfield City Hall (6700 Portland Ave.)
Friday, September 22: RDLS Family Night, 6 p.m.
Saturday, September 30: Richfield Homecoming Parade, 10 a.m.
Saturday, September 30: Richfield Homecoming Football Game, 12 p.m.

Monday, October 2: Board Meeting, 7 p.m.
Thursday, October 12 - Friday, October 13: Student Government Class Presentations,
8:40 a.m. - 2:50 p.m. (*sign up for specific time slots*)
Thursday, October 12: Centennial Family Bingo Night, 4:30 p.m.
Monday, October 16: Board Meeting, 7 p.m.
Tuesday, October 24: RMS Latino Night, 6 p.m.
Friday, October 27: Sheridan Hills Fall Craft Night, 6 p.m.
Monday, October 30: Board Meeting, 7 p.m.

Upcoming Holidays, Heritage Months, and Appreciation Days:

September is Hispanic Heritage Month
Tuesday, September 26: Human Resource Professional Day

October is Bullying Prevention Month & National Principals Month
Monday, October 2: Facilities Staff Appreciation Day
Friday, October 6: National Coaches Day
Monday, October 9: Indigenous Peoples' Day

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

Agenda Item III.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 18, 2023

Subject: Superintendent Update

Superintendent Unowsky will present another back to school update, as well as a draft of his goals for the year.

Attached:

Back to School Update, Part 2
Superintendent Goals Presentation

Enriching and accelerating learning

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Back to School Update

Part 2

Board Meeting 9/18/23

Enriqueciendo y acelerando el aprendizaje

Back to School!



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Enrollment & Staffing



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Elementary ENROLLMENT COUNT													
	RDLS	RDLS Sectio ns	RDLS Class Size	Cent	Cent Sections	Cent Class Size	Sher	Sher Sectio ns	Sher Class Size	STEM	STEM Sectio ns	STEM Class Size	Total
K	99	5	19.80	48	2	24.00	74	3	24.67	99	4	24.75	320
1	78	3	26.00	44	2	22.00	66	3	22.00	91	4	22.75	279
2	96	4	24.00	44	2	22.00	51	2	25.50	88	4	22.00	279
3	73	3	24.33	44	2	22.00	77	3	25.67	93	4	23.25	287
4	68	3	22.67	55	2	27.50	57	3	19.00	84	3	28.00	264
5	62	3	20.67	50	2	25.00	71	3	23.67	81	3	27.00	264
Avg			22.91			23.75			23.42			24.63	
School Total	476			285			396			536			1693

School & Grade	23-24 Projections	Count as of 9/18/23
Cent Kinder	43	48
Cent 1	43	44
Cent 2	42	44
Cent 3	46	44
Cent 4	50	55
Cent 5	54	50
Cent Total	278	285
Sher Kinder	66	74
Sher 1	66	66
Sher 2	50	51
Sher 3	75	77
Sher 4	48	57
Sher 5	70	71
Sher Total	375	396
RDLS Kinder	81	99
RDLS 1	80	78
RDLS 2	98	96
RDLS 3	80	73
RDLS 4	65	68
RDLS 5	64	62
RDLS Total	468	476
STEM Kinder	88	99
STEM 1	87	91
STEM 2	80	88
STEM 3	83	93
STEM 4	87	84
STEM 5	84	81
STEM Total	509	536

RMS 6	301	285
RMS 7	272	285
RMS 8	222	226
RMS Total	795	796
RHS 9	309	337
RHS 10	303	303
RHS 11	326	311
RHS 12	339	313
RHS Total	1,277	1,264
RCEP 10	2	1
RCEP 11	11	9
RCEP 12	43	50
RCEP Total	56	60

- Enrollment numbers will be finalized on October 1 for the Where We Are In Enrollment report.

Election Update



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- Referendum and voting information is now available on our website:
 - richfieldschools.org/referendum
 - richfieldschools.org/vote
- Positive Review & Comment response was received and published on 9/14.
- Management team members have begun presenting information at community meetings and events.
- Early voting begins on 9/22.
- Required information will be mailed to taxpayers between 10/8 and 10/23.

DELIVERING
ON OUR PROMISES

IT'S TIME TO RENEW



- New assessment tool FastBridge offers both universal screening and progress monitoring tools for math, reading, and SEL.
- All students K-8 will be assessed in reading and math three times per year, with SEL screening twice per year using FastBridge.
- Grade 9 students will be assessed three times per year using STAR.
- Students in grades 9-12 will also have SEL screening twice per year through FastBridge.
- Some FastBridge assessments are available in both English & Spanish, some only in English. RDLS students in grades 2-5 will continue to take the NWEA Math assessment.
- FastBridge has built in intervention tools that are recommended based on students' specific areas of need shown in their assessments.

Literacy Curriculum Pilot

- This year we are piloting the Benchmark Advance (English) and Benchmark Adelante (Spanish) literacy curriculum at elementary level.
- Benchmark was selected by a team of representative staff members who reviewed multiple options and considered parent and community feedback.
- All pilot participants were trained this fall.
- Classrooms piloting this year:

	CENT (Advance)	RSTEM (Advance)	SH (Advance)	RDLS (Adelante)
K	0	2	2	3
1	2	0	0	0
2	0	4	0	3
3	0	4	3	3
4	0	4	2	3
5	2	2	0	3
	4	16	7	15

Homecoming

- Homecoming Parade: September 30, 10 a.m.
- Homecoming Football Game: September 30, 12 p.m.
- Homecoming Dance: September 30, 8 p.m.



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Questions/Comments

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Superintendent Goals 2023-2024

September 18, 2023

DRAFT

Enriqueciendo y acelerando el aprendizaje

2023-2024 Performance Evaluation Process

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

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

Individual Performance (30%): Board evaluation of superintendent

Achievement Measure: Common Assessment Growth & Gap Closure

Achievement growth at elementary & secondary levels measured by common assessments.

- Increase the number of students scoring proficient on the 5th grade FastBridge CBM Reading Assessment by 5%.
- Ensure the demographics of students scoring proficient on the 5th grade FastBridge CBM Reading Assessment align with the overall demographics of RPS.
- Increase the number of students scoring proficient on the 8th grade local reading assessment by 5%.
- Ensure the demographics of students scoring proficient on the 8th grade local reading assessment align with the overall demographics of RPS.

2022-2023 Data	5 th Grade Proficiency (Goal to increase)	Gap for BIPOC Students (Goal to decrease)
Semester 1	45%	10%
Semester 2	59%	8%

8 th Grade Local Reading Assessment	8 th Grade Proficiency (Goal to increase)	Gap for BIPOC Students (Goal to decrease)
2022-2023	60%	11%

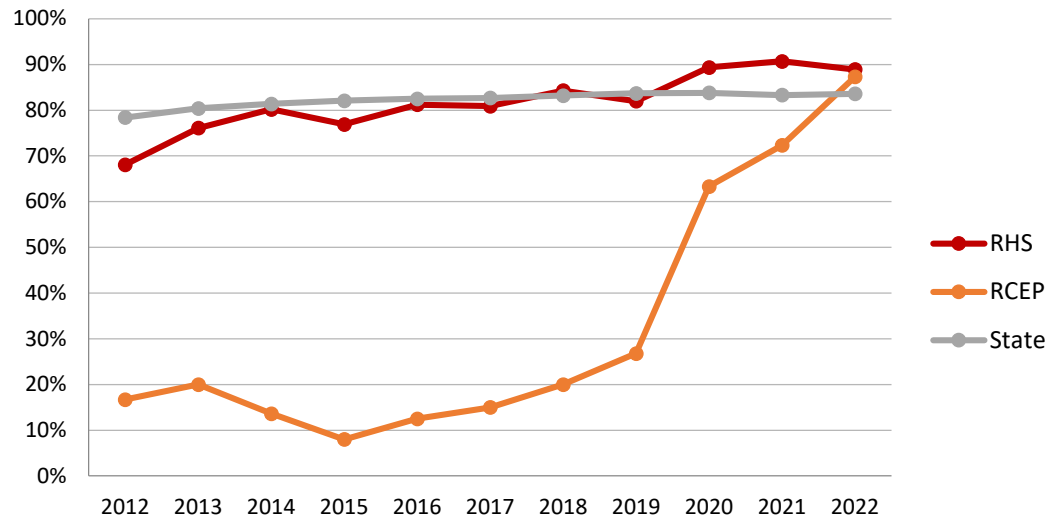
Achievement Measure: Graduation Rate Growth & Gap Closure



Goal: Continued graduation rate growth – 1.7 point gain overall and within each demographic group.

	2021	2022
RPS	87.3%	88.3%
RHS	90.7%	88.9%
RCEP	72.3%	87.3%
Minnesota	83.3%	83.6%

4-year Graduation Rate Trend
by Secondary School/Program



Achievement Measure: College Credit Attainment & Gap Closure

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

School Year	2021-2022	2022-2023*
Students Attaining College Credit (goal to increase)	325	368
Gap for BIPOC Students (goal to decrease)	11%	12%

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



- 2024 achievement on 3rd grade MCA reading test, disaggregated by racial demographic
- 2024 achievement on 8th grade MCA math test, disaggregated by racial demographic
- 2023 FastBridge 3rd grade reading 75% typical to aggressive growth from fall to spring, disaggregated by racial demographic
- 2023 FastBridge 8th grade math 75% typical to aggressive growth from fall to spring, disaggregated by racial demographic

MCA	2023 Achievement	2023 Gap for BIPOC Students
3 rd grade reading	32% scored proficient	Gap of 22%
8 th grade math	25% scored proficient	Gap of 22%

Process Goals: Equity/Excellence/Belonging



- **Goal: Equity**
 - Deepen Staff Usage of Data in Guiding Decision-Making
 - Launch and Implement Teacher Evaluation Rubric Rooted in Equity
- **Goal: Excellence**
 - Manage Continuing Transition to Standards-Based Grading Districtwide
 - Effectively Implement Elementary Literacy Curriculum Pilot
 - Effectively Implement New Classroom Visit Procedures
 - Increase Individual Participation in Professional Development
- **Goal: Belonging**
 - Improve School Climate and Public Perception of RMS

Equity Goal: Deepen Staff Usage of Data in Guiding Decision-Making

Measurement:

Progress:

- Prepfeasts took place in June and August for leadership teams
- PLC facilitators have received training in several data analysis protocols and are using data from formative and summative classroom assessments to guide instruction
- FastBridge assessments provide greater tools for specific interventions and progress monitoring based on individual assessment data
- Building-level teams are being identified to do twice monthly review of behavior data

Equity Goal: Launch and Implement Teacher Evaluation Rubric Rooted in Equity

Measurement: Completion data for teacher evaluation process

Progress:

- Revised Danielson rubric training for administrators and teachers took place this fall

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



Measurement: Appropriate progress in development throughout PreK-12

Progress:

- Elementary digital gradebooks operating successfully out of Synergy (student information system) for standards-based grading and reporting
- RHS leadership teams refined standard grading practices for this year to ensure expectations are aligned to both equity and rigor

Excellence Goal: Effectively Implement Elementary Literacy Curriculum Pilot



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Measurement: December feedback from pilot classrooms

Progress:

- Training and launch of Benchmark Advance in 27 English-speaking classrooms
- Training and launch of Benchmark Adelante in 15 Spanish-speaking classrooms

Excellence Goal: Effectively Implement New Classroom Visit Procedures



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Measurement: System-wide data gathered from classroom visits used for teacher evaluation process

Progress:

- MOA Committee and leadership teams agree on classroom visit language and procedures
- Systemic definitions of learning walk, evaluation/observation, and classroom visit created

Excellence Goal: Increase Individual Participation in Professional Development

Measurement:

Progress:

- Registered for MNEEP Superintendent Equity Institute

Belonging Goal: Improve School Climate and Public Perception of RMS

Measurement: Survey Data

Progress:

- Catalyst training for RMS staff
- Conscious Discipline training for RMS staff
- Implementation of school wide behavior expectations taught through advisory

Individual Performance

Evaluation occurs yearly in spring/summer:

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

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Questions/Comments

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FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	309415	08/16/2023	CANON USA	R	862.52
01	309416	08/16/2023	CITY OF RICHFIELD	R	6,492.62
01	309417	08/16/2023	HEINEMANN	R	3,000.00
01	309418	08/16/2023	806 TECHNOLOGIES INC	R	3,850.00
01	309419	08/16/2023	APPRIZE TECHNOLOGIES	R	240.00
01	309420	08/16/2023	AQUA NORTH SOLUTIONS	R	3,311.00
01	309421	08/16/2023	BATTERIES R US	R	5,279.92
01	309422	08/16/2023	BENCO EQUIPMENT-HOPKINS	R	389.00
01	309423	08/16/2023	BCBS OF MINNESOTA & BLUE PLUS	R	9,706.00
01	309424	08/16/2023	BSI MECHANICAL, INC.	R	3,549.00
01	309425	08/16/2023	CEDAR SMALL ENGINE	R	40.96
01	309426	08/16/2023	CEL PUBLIC RELATIONS, INC.	R	1,200.00
01	309427	08/16/2023	CEP ART & DESIGN	R	747.00
01	309428	08/16/2023	CINTAS CORPORATION NO 2	R	271.34
01	309429	08/16/2023	COMCAST BUSINESS	R	546.35
01	309430	08/16/2023	CONTINENTAL RESEARCH CORP	R	2,609.22
01	309431	08/16/2023	CULLIGAN SOFT WATER	R	10.50
01	309432	08/16/2023	CYBERSOFT TECHNOLOGIES	R	10,430.00
01	309433	08/16/2023	DASH SPORTS, LLC	R	776.25
01	309434	08/16/2023	DAVIS EQUIPMENT CORP	R	66.80
01	309435	08/16/2023	DOOR SERVICE COMPANY OF THE TWIN CI	R	708.75
01	309436	08/16/2023	ECOLAB INC	R	1,154.04
01	309437	08/16/2023	EDUCATORS BENEFIT CONSULTANTS LLC	R	493.77
01	309438	08/16/2023	EMI AUDIO	R	288.20
01	309439	08/16/2023	FASTENAL INDUSTRIAL	R	131.04
01	309440	08/16/2023	FASTSIGNS	R	122.24
01	309441	08/16/2023	FLYNN MIDWEST LP	R	353,258.45
01	309442	08/16/2023	WW GRAINGER INC	R	194.61
01	309443	08/16/2023	GROUP MEDICAREBLUE RX	R	7,414.00
01	309444	08/16/2023	H&B SPECIALIZED PRODUCTS INC	R	594.00
01	309445	08/16/2023	HAAS MUSICAL INSTRUMENT REPAIR, INC	V	0.00
01	309446	08/16/2023	HAAS MUSICAL INSTRUMENT REPAIR, INC	R	2,253.58
01	309447	08/16/2023	HASTINGS CREAMERY LLC	R	282.07
01	309448	08/16/2023	HAWKINS INC	R	3,442.26
01	309449	08/16/2023	HEALTH RISK STRATEGIES, LLC	R	400.00
01	309450	08/16/2023	HILLYARD MINNEAPOLIS	R	12,290.00
01	309451	08/16/2023	HOPE CHURCH	R	15,143.47
01	309452	08/16/2023	HOUSE OF PRINT	R	4,408.76
01	309453	08/16/2023	HUBERT COMPANY, LLC	R	6,106.50
01	309454	08/16/2023	HUDL	R	13,000.00
01	309455	08/16/2023	IIX INSURANCE INFORMATION EXCHANGE	R	40.40
01	309456	08/16/2023	JAMES E MARSHALL JR	R	40.00
01	309457	08/16/2023	JJ KELLER & ASSOCIATES INC	R	2,846.95
01	309458	08/16/2023	JW PEPPER & SON INC	R	472.99
01	309459	08/16/2023	KIDCREATE STUDIO	R	2,832.00
01	309460	08/16/2023	HAAG COMPANIES, INC.	R	47.99
01	309461	08/16/2023	KREMER SERVICES LLC	R	887.25
01	309462	08/16/2023	LANGUAGE LINE SERVICE	R	51.75
01	309463	08/16/2023	LEROY'S GREAT BEAR	R	90.00
01	309464	08/16/2023	LOFFLER COMPANIES	R	150.00
01	309465	08/16/2023	MAGERS & QUINN BOOKSELLERS	R	1,617.73
01	309466	08/16/2023	MARKS TOWING	R	161.00
01	309467	08/16/2023	MASP	R	40.00
01	309468	08/16/2023	MASSP-MN ASSOCIATION	R	865.00
01	309469	08/16/2023	MATRIX COMMUNICATIONS, INC	R	852,786.65

01	309470	08/16/2023	METRO APPLIANCE RECYCLING	R	4,601.91
01	309471	08/16/2023	METRO TRANSIT	R	970.00
01	309472	08/16/2023	METROPOLITAN MECHANICAL CONTRACTORS	R	2,609.51
01	309473	08/16/2023	MICHELLE VAUGHN	R	10.00
01	309474	08/16/2023	MIRA	R	19,830.00
01	309475	08/16/2023	MTN-METROPOLITAN TRANSP NETWORK	R	55,061.76
01	309476	08/16/2023	NAPA AUTO PARTS	R	244.94
01	309477	08/16/2023	NCS PEARSON INC	R	909.51
01	309478	08/16/2023	NORTH CENTRAL INTERNATIONAL, LLC	R	364.58
01	309479	08/16/2023	NOVA EDUCATION CONSULTANTS	R	120.00
01	309480	08/16/2023	ON SITE SANITATION	R	656.86
01	309481	08/16/2023	ONEBRIDGE BENEFITS INC.	R	5,275.50
01	309482	08/16/2023	PAYDHEALTH	R	18,297.79
01	309483	08/16/2023	POMPS TIRE SERVICE	R	500.33
01	309484	08/16/2023	PREMIER LIGHTING INC	R	104.78
01	309485	08/16/2023	PREMIUM WATERS INC	R	36.00
01	309486	08/16/2023	PRIOR LAKE HIGH SCHOOL	R	250.00
01	309487	08/16/2023	PROPIO LS, LLC	R	11.06
01	309488	08/16/2023	SCOTT ROGERS DESIGN	R	600.00
01	309489	08/16/2023	SHERWIN WILLIAMS CO	R	948.26
01	309490	08/16/2023	SITEONE LANDSCAPE SUPPLY LLC	R	718.75
01	309491	08/16/2023	SMARTSENSE BY DIGI	R	15,104.83
01	309492	08/16/2023	SPED FORMS LLC	R	11,169.16
01	309493	08/16/2023	STATE SUPPLY COMPANY	R	378.67
01	309494	08/16/2023	TEACHER CREATED MATERIALS, INC	R	276.97
01	309495	08/16/2023	THE HOME DEPOT PRO	R	196.98
01	309496	08/16/2023	THE RETROFIT COMPANIES, INC.	R	5,616.08
01	309497	08/16/2023	TIFFANY BEGIN	R	342.00
01	309498	08/16/2023	TOLL COMPANY	R	12.71
01	309499	08/16/2023	TRAFERA, LLC	R	393.23
01	309500	08/16/2023	UNITED HEALTHCARE INSURANCE CO	R	542.62
01	309501	08/16/2023	UNITED HEALTHCARE/AARP MEDICARE RX	R	109.60
01	309502	08/16/2023	UNITED HEARTHCARE /AARP MEDICARE RX	R	109.60
01	309503	08/16/2023	UNIVERSITY LANGUAGE CENTER	R	396.03
01	309504	08/16/2023	VELOCITY DRAIN SERVICES INC	R	1,014.25
01	309505	08/16/2023	WINSOR LEARNING	R	498.00
01	309506	08/16/2023	XCEL ENERGY	R	154.78
01	V613142	08/16/2023	MELISSA M HUSABY	R	28.46
01	V613143	08/16/2023	LI J MATTSON	R	175.00
01	V613144	08/16/2023	SHERRI L MEDVEC	R	98.25
01	V613145	08/16/2023	ALECIA M MOBLEY	R	188.12
01	V613146	08/16/2023	CASSI M O'MEARA	R	98.25
01	V613147	08/16/2023	LILAH STRECKER	R	200.00
01	V613148	08/16/2023	ANGELA TAYLOR	R	13.60
01	V613149	08/16/2023	MICHELLE R WHITESIDE	R	9.18
01	309507	08/18/2023	1000 PETALS, LLC	R	400.00
01	309508	08/18/2023	ARVIG ENTERPRISES INC	R	1,307.90
01	309509	08/18/2023	CENTURYLINK	R	116.32
01	309510	08/18/2023	CONSOLIDATED COMMUNICATIONS	R	2,679.29
01	309511	08/18/2023	HASTINGS CREAMERY LLC	R	1,172.45
01	309512	08/18/2023	HEWLETT PACKARD ENTERPRISE COMPANY	R	2,115.96
01	309513	08/18/2023	JESSICA KIEWEL	R	24.00
01	309514	08/18/2023	LOFFLER	R	1,225.09
01	309515	08/18/2023	RYAN JEANNIE M	R	718.89
01	309516	08/18/2023	UPPER LAKES FOODS	R	1,524.69
01	309517	08/18/2023	VERIZON WIRELESS	R	320.08

01	309518	08/23/2023	AQUA ENGINEERING INC	R	2,689.70
01	309519	08/23/2023	ARMSTRONG BOYS CRS COUNTRY BOOSTERS	R	400.00
01	309520	08/23/2023	A-Z RENTAL CENTER	R	1,608.00
01	309521	08/23/2023	BENCHMARK EDUCATION COMPANY, LLC.	R	177,707.10
01	309522	08/23/2023	BITUMINOUS ROADWAYS, INC.	R	79,947.89
01	309523	08/23/2023	BRICKMAN JACQUYLYN	R	3,315.00
01	309524	08/23/2023	BRINK'S INCORPORATED	R	2,147.84
01	309525	08/23/2023	BSI MECHANICAL, INC.	R	1,769.79
01	309526	08/23/2023	BC SOLUTIONS, LLC	R	1,328.10
01	309527	08/23/2023	CANON USA	R	4,541.16
01	309528	08/23/2023	CAPITAL ONE TRADE CREDIT	R	421.82
01	309529	08/23/2023	CINTAS CORPORATION NO 2	R	271.34
01	309530	08/23/2023	COMMUNITY PRODUCTS LLC	R	10,410.00
01	309531	08/23/2023	DARK KNIGHT SOLUTIONS, LLC	R	350.00
01	309532	08/23/2023	DIGITAL INSURANCE LLC	R	3,607.00
01	309533	08/23/2023	ECOLAB INC	R	401.65
01	309534	08/23/2023	ENVIROMATIC CORP OR AMERICA, INC	R	3,224.69
01	309535	08/23/2023	FARMINGTON HIGH SCHOOL	R	230.00
01	309536	08/23/2023	FASTENAL INDUSTRIAL	R	195.10
01	309537	08/23/2023	FIELDTURF USA, INC.	R	30,235.49
01	309538	08/23/2023	GEE TEEZ & COMPANY, LTD.	R	9,800.41
01	309539	08/23/2023	GILBERT MECHANICAL CONTRACTORS, LLC	R	2,012.94
01	309540	08/23/2023	WW GRAINGER INC	R	1,263.70
01	309541	08/23/2023	HASTINGS PUBLIC SCHOOLS	R	175.00
01	309542	08/23/2023	HAWKINS INC	R	3,826.58
01	309543	08/23/2023	HEARTLAND PAYMENT SYSTEMS INC	R	5,280.00
01	309544	08/23/2023	HILLYARD MINNEAPOLIS	R	1,810.67
01	309545	08/23/2023	HR SIMPLIFIED INC.	R	604.00
01	309546	08/23/2023	INNOVATIVE OFFICE SOLUTIONS LLC	R	42.87
01	309547	08/23/2023	JACKSON AGAR	R	16.20
01	309548	08/23/2023	KREMER SERVICES LLC	R	3,538.99
01	309549	08/23/2023	LAKEVILLE NORTH HIGH SCHOOL	R	310.00
01	309550	08/23/2023	LEROY'S GREAT BEAR	R	37.00
01	309551	08/23/2023	LOFFLER COMPANIES	R	2,000.00
01	309552	08/23/2023	LOS SANCHEZ TAQUERIA 2 LLC	R	1,445.00
01	309553	08/23/2023	MASBO	R	110.00
01	309554	08/23/2023	MASTER TECHNOLOGY GROUP	R	1,226.25
01	309555	08/23/2023	MEDSOURCE SALES LLC	R	1,565.00
01	309556	08/23/2023	METROPOLITAN MECHANICAL CONTRACTORS	R	9,217.05
01	309557	08/23/2023	MIDWEST BUS PARTS INC	R	131.04
01	309558	08/23/2023	NAPA AUTO PARTS	R	59.72
01	309559	08/23/2023	NORTH CENTRAL INTERNATIONAL, LLC	R	324.23
01	309560	08/23/2023	CAPITAL ONE TRADE CREDIT	R	243.99
01	309561	08/23/2023	PER MAR SECURITY SERVICES	R	14.50
01	309562	08/23/2023	PHILIP THIEWES	R	31.50
01	309563	08/23/2023	PITNEY BOWES BANK PURCHASE POWER	R	1,939.07
01	309564	08/23/2023	REGENTS OF THE U OF MINNESOTA	R	10,000.00
01	309565	08/23/2023	RICHFIELD SOCCER ASSOCIATION	R	375.00
01	309566	08/23/2023	ROSEMOUNT HIGH SCHOOL	R	300.00
01	309567	08/23/2023	SHERWIN WILLIAMS CO	R	175.44
01	309568	08/23/2023	SIMLEY HIGH SCHOOL	R	200.00
01	309569	08/23/2023	SITEONE LANDSCAPE SUPPLY LLC	R	41.89
01	309570	08/23/2023	SOROUGH NAJI	R	862.50
01	309571	08/23/2023	THE DANIELSON GROUP, INC	R	5,000.00
01	309572	08/23/2023	TOWN & COUNTRY FENCE	R	550.00
01	309573	08/23/2023	TRI METRO CONFERENCE	R	5,000.00

01	309574	08/23/2023	TRISTATE BOBCAT INC	R	22,375.96
01	309575	08/23/2023	TRUGREEN LIMITED PARTNERSHIP	R	8,582.00
01	309576	08/23/2023	TWIN CITY FILTER SERVICE INC	R	184.72
01	309577	08/23/2023	TWIN CITY TRANSPORTATION	R	38,586.45
01	309578	08/23/2023	UNIVERSITY OF MINNESOTA ATHLETICS	R	450.00
01	309579	08/23/2023	VIG SOLUTIONS INC	R	23,985.00
01	309580	08/23/2023	VSP INSURANCE CO. (CT)	R	3,412.97
01	309581	08/23/2023	WASHINGTON TECHNOLOGY MAGNET	R	150.00
01	309582	08/23/2023	ALLSTATE PETERBILT OF S ST PAUL	R	200.06
01	309583	08/23/2023	XCEL ENERGY	R	11,690.98
01	309584	08/23/2023	ZONEONE LOCATING	R	189.00
01	309585	08/23/2023	CENTURY COLLEGE	R	1,500.00
01	309586	08/23/2023	DAKOTA COUNTY TECHNICAL COLLEGE	R	1,500.00
01	309587	08/23/2023	DUNWOODY COLLEGE OF TECHNOLOGY	R	1,500.00
01	309588	08/23/2023	HENNEPIN TECHNICAL COLLEGE	R	1,500.00
01	309589	08/23/2023	IOWA CENTRAL COMMUNITY COLLEGE	R	1,500.00
01	309590	08/23/2023	NORMANDEALE COMMUNITY COLLEGE	R	2,300.00
01	309591	08/23/2023	ST OLAF COLLEGE	R	1,500.00
01	309592	08/23/2023	U OF MN TWIN CITIES	R	3,000.00
01	309593	08/23/2023	USC CASHIER'S OFFICE	R	1,500.00
01	V613150	08/24/2023	LISA M BAIRD	R	35.69
01	V613151	08/24/2023	ANDRE BORKA	R	210.26
01	V613152	08/24/2023	MELISSA M HUSABY	R	36.95
01	V613153	08/24/2023	MICHAEL A MANNING	R	98.25
01	V613154	08/24/2023	MICHELLE R WHITESIDE	R	6.50
01	V613155	08/24/2023	CORY M WISE	R	375.00

TOTAL CHECK, EPAYS & SCHOLARSHIPS					2,019,548.51
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**P-CARD,CHECK RUNS, E-PAYS & WIRES FOR
09/05/2023 BOARD REPORTS**

BANK 05	DATE	AMOUNT
Checks	8/16/2023	1,486,430.98
	8/18/2023	11,604.67
	8/23/2023	504,139.35
E-Pays	8/16/2023	810.86
	8/24/2023	762.65
Scholarships	8/23/2023	15,800.00

CHECK REGISTER BANK 05 TOTAL =	2,019,548.51
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BREAKDOWN

01-206-00	1,802,143.80
02-206-00	44,052.79
03-206-00	105,384.15
04-206-00	44,526.73
06-206-00	-
07-206-00	-
18-206-00	-
20-206-00	21,923.20
21-206-00	1,517.84
47-206-00	

BANK TOTAL =	2,019,548.51
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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*

Tuesday, September 5, 2023
7 p.m. School Board Meeting

I. CALL TO ORDER

- A. The regular meeting of the board of education of ISD 280, Hennepin County, Richfield, Minnesota was held on Tuesday, September 5, 2023 in the boardroom at the Richfield Public Schools District Office. Chair Cole called the regular board meeting to order at 7 p.m. with the following school board members in attendance: Banks Kupcho, Carter, Pollis and Toensing. Brakke attended virtually as allowed by statute 13D.02.

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

- B. Administer Oath of Office to Newly Appointed Board Member

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. INFORMATION AND PROPOSALS - NON-ACTION ITEMS

- A. Superintendent Update
 - 1. Back to School Update
- B. Commendations

IV. CONSENT AGENDA

- A. Routine Matters
 - 1. Minutes of the regular meeting held August 21, 2023
 - 2. General Disbursements as of 8/24/23 in the amount of \$2,019,548.51
 - 3. Investment Holdings
- B. Personnel Items

Certified Full Time Teacher Year 1 of 3

Anji Rud – Elementary STEM Specialist – Sheridan Hills Elementary

Effective: 8/22/2023

Jack Morrison – Social Studies – Richfield Senior High School

Effective: 8/22/2023

Certified Full Time Teacher Year 3 of 3

Erika Kraus – Math/Literacy Interventionist – Richfield Dual Language Elementary
Effective: 8/22/2023

Kristin Vickstrom – ELL Teacher - Centennial Elementary School
Effective: 8/22/2023

Jacob Norwick – Special Education Teacher – Centennial Elementary School
Effective: 8/22/2023

Classified Full Time Facilities and Transportation for Employment

Pedro Rojas Gonzalez – Assistant Transportation Coordinator – Garage
Effective: 9/5/2023

Maria Fuentes Escobar – Building Cleaner – Richfield High School
Effective: 9/5/2023

Classified Part Time Food and Nutrition for Employment

Daniel Herrera Jimenez – Kitchen Assistant – Richfield Middle School
Effective 9/5/2023

Julia Rivera Ortega – Kitchen Assistant – Richfield High School
Effective 9/5/2023

Daniel Bjostad – Kitchen Assistant – Richfield Middle School
Effective 9/5/2023

John Herbert – Kitchen Assistant – RSTEM Elementary
Effective 9/6/2023

Classified Part Time Paraprofessional for Employment

Heidi Bebee – Attendance Clerk – Richfield High School
Effective 9/5/2023

Karla Canseco De Oliva – Attendance Clerk – Richfield Middle School
Effective 9/5/2023

Kailin Thomas – Special Education Para – Richfield High School
Effective 9/5/2023

Regina Guiracocha – Special Education Para – Richfield High School
Effective 9/6/2023

Dean Kraus – Special Education Para – Sheridan Hills Elementary
Effective 9/5/2023

Bouchra Barbouche – Special Education Para – Sheridan Hills Elementary
Effective 9/6/2023

Guy Williams – Special Education Para – Richfield High School
Effective 9/5/2023

Valerie Mayer – Special Education Para – Richfield High School
Effective 9/5/2023

Megan Haik-Shaw – Special Education Para – Sheridan Hills Elementary
Effective 9/6/2023

Erinn Flanery – Special Education Para – RSTEM Elementary
Effective 9/6/2023

Nicole Stodola – Clerical Paraprofessional – Districtwide
Effective 8/24/2023

Ashton Robinson – Special Education Para – Richfield High School
Effective 9/5/2023

Anjelika Reid – Special Education Para – Richfield Middle School
Effective 9/5/2023

Monroe Hill – Campus Security – Richfield Middle School
Effective 9/5/2023

Sarah Nelson – Media Specialist/Assessment Coordinator – RDLS Elementary
Effective 9/6/2023

Classified Full Time Outreach Worker for Employment

Angelica Meza – Outreach Worker – Richfield High School
Effective 8/24/2023

Ryan Anderson – Outreach Worker – Centennial Elementary
Effective 9/6/2023

Classified Full Time Safe Routes to Schools for Employment

Timothy Brackett – Safe Routes to Schools Coordinator – Districtwide
Effective 8/21/2023

Classified Full Time Outreach Worker Resignation

Luis Bolanos - Outreach Worker - Central Education Center
Effective 9/1/2023
Years of Service: 6

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

V. OLD BUSINESS

- A. Policy 583: Do Not Resuscitate/Do Not Intubate Orders - third read

VI. NEW BUSINESS

A. Policies Requiring Annual Review

1. Policy 103: Harassment Prohibition & Administrative Guideline 103.2
2. Policy 107: Electronic Use and Communications & Administrative Guidelines 107.1 & 107.2
3. Policy 113: Bullying Prohibition & Administrative Guidelines 113.1 & 113.2
4. Policy 407: Leaves of Absence
5. Policy 409: Mandated Reporting of Child Neglect or Physical or Sexual Abuse & Administrative Guideline 409.1
6. Policy 410: Mandated Reporting of Maltreatment of Vulnerable Adults
7. Policy 506: Student Sex Nondiscrimination
8. Policy 602: School District System Accountability
9. Policy 802: Crisis Management

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

B. Authorization for Board Member to Substitute/Be Employed on a Casual/Temporary Basis

Motion by Banks Kupcho, seconded by Toensing, and carried by the majority, the board of education approved the authorization with five votes in favor and Pollis abstaining from the vote.

C. Workers' Compensation Insurance Renewal

Motion by Pollis, seconded by Banks Kupcho, and unanimously carried, the board of education approved the renewal.

VII. ADVANCE PLANNING

A. Legislative Update

1. Board Member Virtual Attendance in Specific Circumstances

B. Information and Questions from Board

C. Suggested/Future Agenda Items

D. Future Meeting Dates

9-18-2023	6 p.m.	Board Study Session
9-18-2023	7 p.m.	Regular Board Meeting - Public Comment
10-2-2023	7 p.m.	Regular Board Meeting

VIII. CLOSED SESSION AS ALLOWED BY MINNESOTA STATUTE 13D.03 FOR LABOR NEGOTIATIONS STRATEGY

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

IX. REOPEN MEETING

Motion by Pollis, seconded by Carter, and unanimously carried, the board of education moved into open session at 8:33 p.m. with the following board members present: Banks Kupcho, Carter, Cole, Pollis and Toensing. Superintendent Unowsky and Chief HR and Administrative Officer Holje were also present.

X. ADJOURN REGULAR MEETING

Chair Cole adjourned the meeting at 8:34 p.m.

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	309594	08/30/2023	BIX FRUIT COMPANY	R	169.94
01	309595	08/30/2023	COMCAST	R	350.04
01	309596	08/30/2023	ECM PUBLISHERS INC	R	160.80
01	309597	08/30/2023	HASTINGS CREAMERY LLC	R	52.91
01	309598	08/30/2023	IDEAL ENERGIES, LLC	R	7,430.38
01	309599	08/30/2023	INNOVATIVE OFFICE SOLUTIONS LLC	R	120.00
01	309600	08/30/2023	KINECT ENERGY INC	R	8,144.34
01	309601	08/30/2023	LAKESHORE LEARNING MATERIALS	R	98.97
01	309602	08/30/2023	MADISON NATIONAL LIFE INS CO INC	R	2,679.13
01	309603	08/30/2023	MINUTEMAN PRESS EDINA	R	1,416.39
01	309604	08/30/2023	MRI SOFTWARE LLC	R	4.00
01	309605	08/30/2023	MULTILINGUAL WORD INC	R	40.00
01	309606	08/30/2023	PEP RALLY EMBROIDERY	R	400.00
01	309607	08/30/2023	SCHOOL SERVICE EMPLOYEES UNION	R	3,320.18
01	309608	08/30/2023	SCREENCASTIFY, LLC	R	10,235.00
01	309609	08/30/2023	SQUIRES, WALDSPURGER & MACE, P.A.	R	2,330.50
01	309610	08/30/2023	STRATEGIC STAFFING SOLUTIONS	R	4,453.00
01	309611	08/30/2023	TAFFE SARAH ANN	R	9,361.83
01	309612	08/30/2023	TECHNOLOGY MANAGEMENT CORPORATION	R	300.00
01	309613	08/30/2023	TRIO SUPPLY COMPANY	R	649.53
01	309614	08/30/2023	UNITED STATES TREASURER	R	230.00
01	309615	08/30/2023	UNIVERSITY LANGUAGE CENTER	R	206.20
01	309616	08/30/2023	UPPER LAKES FOODS	R	1,613.64
01	309617	08/30/2023	XCEL ENERGY	R	47,477.13
01	309618	08/30/2023	YOUTH ENRICHMENT LEAGUE (YEL!)	R	2,261.00
01	309619	08/30/2023	CARLETON COLLEGE	R	1,500.00
01	309620	08/30/2023	SOUTHWEST MN STATE UNIVERSITY	R	1,500.00
01	309621	08/30/2023	ST CLOUD STATE UNIVERSITY	R	2,000.00
01	309622	08/31/2023	MCTLC	R	210.00
01	309623	08/31/2023	MINUTEMAN PRESS EDINA	R	1,033.03
01	309624	08/31/2023	XCEL ENERGY	R	30,530.80
01	V2401647	09/05/2023	P-CARD BAIRD LISA	R	2,733.74
01	V2401648	09/05/2023	P-CARD BARLOW ERICA	R	1,201.14
01	V2401649	09/05/2023	P-CARD BRUNNER PATTI	R	4,921.38
01	V2401650	09/05/2023	P-CARD CRUZ ESTEVA JENNIFER	R	961.40
01	V2401651	09/05/2023	P-CARD EDWARDS NATHAN	R	939.43
01	V2401652	09/05/2023	P-CARD GEURINK AREND	R	925.85
01	V2401653	09/05/2023	P-CARD GONZALEZ CHRISTINA	R	67.05
01	V2401654	09/05/2023	P-CARD HOLJE CRAIG	R	575.00
01	V2401655	09/05/2023	P-CARD KRETSINGER DAN	R	8,847.43
01	V2401656	09/05/2023	P-CARD LUNDY MICHELLE	R	12,839.41
01	V2401657	09/05/2023	P-CARD MAHONEY COLLEEN	R	962.89
01	V2401658	09/05/2023	P-CARD MANNING MICHAEL	R	2,712.91
01	V2401659	09/05/2023	P-CARD MCDONALD (MORRISSEY) MELISSA	R	1,930.97
01	V2401660	09/05/2023	P-CARD MCGINN DAN	R	656.74
01	V2401661	09/05/2023	P-CARD PETERSON CHRIS	R	1,852.61
01	V2401662	09/05/2023	P-CARD SKARE-KLECKER AMY	R	1,481.70
01	V2401663	09/05/2023	P-CARD STACHEL NANCY	R	1,537.60
01	V2401664	09/05/2023	P-CARD VALLEY JENNIFER	R	592.17
01	V2401665	09/05/2023	P-CARD VENTURA PEREZ RAMIRO	R	76.86
01	V2401666	09/05/2023	P-CARD WILLHITE KASYA	R	60.47
01	V2401667	09/05/2023	P-CARD WOODS KELLY	R	3,756.45
01	V2401668	09/05/2023	P-CARD YUNKER AUBREE	R	99.65
01	309625	09/06/2023	A.J. MOORE ELECTRIC, INC.	R	6,447.35
01	309626	09/06/2023	ALL STATE COMMUNICATIONS INC	R	23,298.75
01	309627	09/06/2023	ARCHETYPE	R	270.97
01	309628	09/06/2023	ARVIG ENTERPRISES INC	R	1,307.90
01	309629	09/06/2023	ASTLEFORD INTERNATIONAL	R	432.06

01	309630	09/06/2023	BATTERIES R US	R	763.90
01	309631	09/06/2023	BITUMINOUS ROADWAYS, INC.	R	139,180.81
01	309632	09/06/2023	BLUUM OF MINNESOTA, LLC	R	33,950.00
01	309633	09/06/2023	BC SOLUTIONS, LLC	R	634.98
01	309634	09/06/2023	CDW GOVERNMENT INC	R	18,900.00
01	309635	09/06/2023	CEDAR SMALL ENGINE	R	36.99
01	309636	09/06/2023	CENTURYLINK	R	45.32
01	309637	09/06/2023	CEP ART & DESIGN	R	279.00
01	309638	09/06/2023	CINTAS CORPORATION NO 2	R	271.34
01	309639	09/06/2023	COMCAST BUSINESS	R	406.35
01	309640	09/06/2023	COMMUNITY EDUCATION-ADULT LEARN	R	66.52
01	309641	09/06/2023	CONCRETE LIFTING, INC.	R	1,200.00
01	309642	09/06/2023	CULLIGAN SOFT WATER	R	10.50
01	309643	09/06/2023	CURRICULUM ASSOCIATES, LLC	R	4,000.00
01	309644	09/06/2023	DAVIS EQUIPMENT CORP	R	240.79
01	309645	09/06/2023	DOOR SERVICE COMPANY OF THE TWIN CI	R	337.50
01	309646	09/06/2023	ECOLAB INC	R	526.33
01	309647	09/06/2023	FAIRCON SERVICE COMPANY	R	2,537.85
01	309648	09/06/2023	FASTENAL INDUSTRIAL	R	76.81
01	309649	09/06/2023	FLYNN MIDWEST LP	R	112,261.50
01	309650	09/06/2023	GILBERT MECHANICAL CONTRACTORS, LLC	R	311.11
01	309651	09/06/2023	WW GRAINGER INC	R	658.32
01	309652	09/06/2023	HILLYARD MINNEAPOLIS	R	236.00
01	309653	09/06/2023	HOLSTINE KELLY DEE	R	525.00
01	309654	09/06/2023	INSTITUTE FOR ENVIROMENTAL	R	4,646.00
01	309655	09/06/2023	INTEGRATED FIRE & SECURITY INC	R	1,040.00
01	309656	09/06/2023	JAYTECH, INC	R	2,252.80
01	309657	09/06/2023	JW PEPPER & SON INC	R	340.90
01	309658	09/06/2023	RICK J KAUFMAN	R	1,500.00
01	309659	09/06/2023	KINECT ENERGY INC	R	536.00
01	309660	09/06/2023	KREMER SERVICES LLC	R	1,431.58
01	309661	09/06/2023	LAKESHORE LEARNING MATERIALS	R	16.96
01	309662	09/06/2023	LEROY'S GREAT BEAR	R	140.68
01	309663	09/06/2023	LIGHTSPEED SOLUTIONS, LLC	R	13,040.00
01	309664	09/06/2023	LOFFLER COMPANIES	R	3,155.72
01	309665	09/06/2023	LOMAX CARLA	R	320.00
01	309666	09/06/2023	MATH LEARNING CENTER	R	150.00
01	309667	09/06/2023	MATRIX COMMUNICATIONS, INC	R	28,220.61
01	309668	09/06/2023	METROPOLITAN MECHANICAL CONTRACTORS	R	2,177.98
01	309669	09/06/2023	MINUTEMAN PRESS EDINA	R	612.24
01	309670	09/06/2023	MPLS PUBLIC SCHOOL SPECIAL DIST 1	R	796.40
01	309671	09/06/2023	NAPA AUTO PARTS	R	65.32
01	309672	09/06/2023	NEI ELECTRIC, INC.	R	347.66
01	309673	09/06/2023	NORTH CENTRAL INTERNATIONAL, LLC	R	4,151.49
01	309674	09/06/2023	PAPCO, INC.	R	1,895.32
01	309675	09/06/2023	PER MAR SECURITY SERVICES	R	58.00
01	309676	09/06/2023	PHOENIX SCHOOL COUNSELING	R	8,587.50
01	309677	09/06/2023	POTTIOS LAVINIA	R	200.00
01	309678	09/06/2023	POWERSCHOOL GROUP LLC	R	19,125.00
01	309679	09/06/2023	PREMIER LIGHTING INC	R	500.47
01	309680	09/06/2023	SAFeway DRIVING SCHOOL	R	4,670.00
01	309681	09/06/2023	SHERWIN WILLIAMS CO	R	711.72
01	309682	09/06/2023	SITEONE LANDSCAPE SUPPLY LLC	R	231.80
01	309683	09/06/2023	SNAPOLOGY OF MINNEAPOLIS	R	1,320.00
01	309684	09/06/2023	STATE SUPPLY COMPANY	R	60.67
01	309685	09/06/2023	TOLL COMPANY	R	1,275.00
01	309686	09/06/2023	TRAFERA, LLC	R	59.99
01	309687	09/06/2023	VERIZON WIRELESS	R	320.08
01	309688	09/06/2023	WIESE USA, INC.	R	495.00

01	309689	09/06/2023	XCEL ENERGY	R	52.00
01	V613156	09/07/2023	MICHELLE L AXELL	R	70.00
01	V613157	09/07/2023	ERICA T BARLOW	R	70.00
01	V613158	09/07/2023	MARY L CLARKSON	R	70.00
01	V613159	09/07/2023	LATANYA R DANIELS	R	70.00
01	V613160	09/07/2023	KRYSTAL M DEGRAW	R	70.00
01	V613161	09/07/2023	GEORGE A DENNIS	R	35.00
01	V613162	09/07/2023	MEGAN M STECHER	R	70.00
01	V613163	09/07/2023	PETER J FITZPATRICK	R	40.00
01	V613164	09/07/2023	STEVEN T FLUCAS	R	70.00
01	V613165	09/07/2023	DAVID A FREEBURG	R	70.00
01	V613166	09/07/2023	RACHEL GENS	R	70.00
01	V613167	09/07/2023	AREND J GEURINK	R	70.00
01	V613168	09/07/2023	JAMES A GILLIGAN	R	70.00
01	V613169	09/07/2023	CHRISTINA M GONZALEZ	R	70.00
01	V613170	09/07/2023	KYLE L GUSTAFSON	R	40.00
01	V613171	09/07/2023	KEVIN D HARRIS	R	40.00
01	V613172	09/07/2023	JONATHAN W HEYER	R	70.00
01	V613173	09/07/2023	JAMES L HILL	R	40.00
01	V613174	09/07/2023	JESSICA M HOFFMAN	R	40.00
01	V613175	09/07/2023	CRAIG D HOLJE	R	70.00
01	V613176	09/07/2023	CORY J KLINGE	R	70.00
01	V613177	09/07/2023	DANIEL E KRETSINGER	R	70.00
01	V613178	09/07/2023	ANOOP KUMAR	R	40.00
01	V613179	09/07/2023	SHANNON J LINDBERG	R	40.00
01	V613180	09/07/2023	JOHN M LORENZINI	R	70.00
01	V613181	09/07/2023	COLLEEN M MAHONEY	R	70.00
01	V613182	09/07/2023	MICHAEL A MANNING	R	70.00
01	V613183	09/07/2023	DANIEL P MCGINN	R	40.00
01	V613184	09/07/2023	DOUG R MCMEEKIN	R	70.00
01	V613185	09/07/2023	KENT D MEYER	R	70.00
01	V613186	09/07/2023	ALECIA M MOBLEY	R	70.00
01	V613187	09/07/2023	KATRINA L MORGAN	R	40.00
01	V613188	09/07/2023	ERIN H NEILON	R	40.00
01	V613189	09/07/2023	ROBERT G OLSON	R	40.00
01	V613190	09/07/2023	LAURA B OTTERNESS	R	70.00
01	V613191	09/07/2023	MARK S PEDERSEN	R	40.00
01	V613192	09/07/2023	CHRISTOPHER A PETERSON	R	70.00
01	V613193	09/07/2023	CASSANDRA QUAM	R	70.00
01	V613194	09/07/2023	RENEE C REED-KARSTENS	R	40.00
01	V613195	09/07/2023	KEITH D RIEF	R	40.00
01	V613196	09/07/2023	ASHLEY SCHAEFER	R	70.00
01	V613197	09/07/2023	MARTA I SHAHSAVAND	R	70.00
01	V613198	09/07/2023	AMY B SKARE-KLECKER	R	70.00
01	V613199	09/07/2023	NANCY J STACHEL	R	70.00
01	V613200	09/07/2023	PATRICK M SURE	R	40.00
01	V613201	09/07/2023	ANGELA TAYLOR	R	70.00
01	V613202	09/07/2023	STACY THEIEN-COLLINS	R	70.00
01	V613203	09/07/2023	VLADIMIR S TOLEDO	R	40.00
01	V613204	09/07/2023	STEVEN P UNOWSKY	R	270.00
01	V613205	09/07/2023	STEPHEN C URBANSKI	R	40.00
01	V613206	09/07/2023	CARRIE A VALA	R	70.00
01	V613207	09/07/2023	JENNIFER K VALLEY	R	70.00
01	V613208	09/07/2023	RYAN WAGNER	R	40.00
01	V613209	09/07/2023	REBECCA S WALD	R	40.00
01	V613210	09/07/2023	MICHELLE R WHITESIDE	R	70.00
01	V613211	09/07/2023	KASYA L WILLHITE	R	70.00
01	V613212	09/07/2023	KELLY L WOODS	R	70.00
01	309690	09/08/2023	ACCO BRANDS USA LLC	R	265.43

01	309691	09/08/2023	HOME DEPOT U.S.A.	R	1,340.24
01	309692	09/08/2023	LOFFLER COMPANIES	R	212.01
01	309693	09/08/2023	THE HOME DEPOT PRO	R	1,848.00

CHECKS, PCARDS & EPAYS TOTAL					650,981.11
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**P-CARD,CHECK RUNS, E-PAYS & WIRES FOR
09/18/2023 BOARD REPORTS**

BANK 05	DATE	AMOUNT
Checks	8/30/2023	103,504.91
	8/31/2023	31,773.83
	9/6/2023	453,718.84
	9/8/2023	3,665.68
Checks-Scholarships	8/30/2023	5,000.00
P-Cards		
AUGUST Pcards	9/5/2023	49,732.85
E-Pays	9/7/2023	3,585.00

CHECK REGISTER BANK 05 TOTAL =	650,981.11
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BREAKDOWN	
01-206-00	593,397.82
02-206-00	10,496.07
03-206-00	11,118.75
04-206-00	35,968.47
06-206-00	-
07-206-00	-
18-206-00	-
20-206-00	-
21-206-00	-
47-206-00	-
BANK TOTAL =	650,981.11

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting September 18, 2023

Subject: PERSONNEL ITEMS

(Recommended by superintendent)

That the board of education approve the following personnel items:

Management Full Time for Employment

Alexander Ward – Director of Secondary Education – District Office
Effective 9/25/2023

Certified Full Time Teacher Year 3 of 3

Jill Livdahl – English Language Arts – Richfield Middle School
Effective 9/1/2023

Certified Full Time TIER 1 Teacher

Stephanie Heyer-Walsh – Bilingual Early Learning Teacher – RDLS
Effective 8/25/2023

Pedro Turiel Miranda – Math Interventionist – RDLS
Effective 8/22/2023

Certified Full Time Unpaid Leave

Vanessa Krebsbach – Literacy Intervention – STEM Elementary
Leave of Absence 2/7/24 - 3/1/24

Classified Full Time Facilities and Transportation for Employment

Lavdie Gjondedaj – Building Cleaner – Richfield High School
Effective 9/18/2023

Classified Part Time Food and Nutrition for Employment

Stephanie Espinoza Coyote – Kitchen Assistant – Richfield Middle School
Effective 9/5/2023

Hazel Burnside – Kitchen Assistant – Richfield High School
Effective 9/5/2023

Classified Part Time Paraprofessional for Employment

Bryant Morales – Managerial Paraprofessional – RSTEM
Effective 9/8/2023

Brianna Boykins – Main Office Clerical – RSTEM
Effective 9/8/2023

D'Siaha Menyweather – Special Education Paraprofessional – RSTEM
Effective 9/13/2023

Jacqueline Zapata Hernandez – Special Education Paraprofessional – RSTEM
Effective 9/12/2023

Ashley Hernandez Martinez – Special Education Paraprofessional – RSTEM
Effective 9/13/2023

Angelique King – Special Education Paraprofessional – South Education Center
Effective 9/5/2023

Devon Gibson – Security Monitor – Richfield High School
Effective 9/5/2023

Classified Full Time Administrative Assistant

Jennifer Puchuela – Admin Assistant 3 – Centennial Elementary
Effective 8/23/2023

Change from Outreach Worker to Administrative Assistant

Classified Part Time Paraprofessional for Resignation

Diane Olson – Special Education Paraprofessional – Richfield Middle School
Effective 10/1/2023

Classified Full Time Facilities and Transportation for Resignation

Maria Genchi Palma – Building Cleaner – Richfield High School
Effective 8/11/2023

Patrick Sure – Building Maintenance – Richfield High School
Effective 9/22/2023

Jamie Gilmore - Laundry Worker/Bus Driver – Districtwide
Effective 9/29/2023

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 18, 2023

SUBJECT: PROPOSED LEVY CERTIFICATION 2023 PAYABLE 2024

(Recommended by the superintendent)

That the board of education certify the “Maximum” for the levy allowed in each category and authorize the school board clerk to sign the preliminary levy certification. In addition it is recommended that the board of education establish the Truth in Taxation Presentation to be scheduled for December 4, 2023 at the regular scheduled meeting which begins at 7:00 pm in the boardroom of the District Office at 401 West 70th Street, Richfield, Minnesota.

Background Information

The school district, as a “taxing authority”, must certify its preliminary or “proposed levy” payable in 2024, to the county auditor and the Minnesota Department of Education (MDE) on or before September 30 of each year (for 2023, this is extended to October 2, 2023 due to September 30, being on a weekend). The recommendation is to certify the “Maximum” levy at this time which gives the district the flexibility to make any changes affecting the levy which may occur between now and when we certify the final levy in December. The District is required to schedule a “Truth in Taxation Presentation” at a regularly scheduled board meeting between November 24, 2023 and before the final levy is adopted (prior to December 28, 2023). At this meeting the board must discuss the Payable 2024 Levy and FY 2024 budget and allow the public to speak.

Attached:

Levy Certification



Levy Certification

Taxes Payable 2024
 0280-01-000-000 Richfield Public School District
 craigholje
 Maximum

[Validate/Certify Levy](#)

Validate/Certify Levy

Levy certification data has been successfully submitted electronically to MDE. Print certification report using navigation bar at the left. Send signed form to home county auditor, with a copy to MDE, by due date.

Submit Levy

Your levy data was submitted.

District Levy Summary

Subtotals By Levy Category

Title	Limit	Proposed	Certified
GENERAL - RMV VOTER	4,832,671.53	4,832,671.53	0.00
GENERAL - RMV OTHER	3,660,845.66	3,660,845.66	0.00
GENERAL - NTC VOTER	0.00	0.00	0.00
GENERAL - NTC OTHER	5,351,245.88	5,351,245.88	0.00
COMMUNITY SERVICE - NTC OTHER	487,563.54	487,563.54	0.00
GENERAL DEBT - NTC VOTER	3,781,965.23	3,781,965.23	0.00
GENERAL DEBT - NTC OTHER	3,957,471.25	3,957,471.25	0.00
OPEB DEBT - NTC VOTER	0.00	0.00	0.00
OPEB DEBT - NTC OTHER	2,058,567.89	2,058,567.89	0.00

Subtotals By Fund

Title	Limit	Proposed	Certified
GENERAL FUND	13,844,763.07	13,844,763.07	0.00
COMMUNITY SERVICES FUND	487,563.54	487,563.54	0.00
GENERAL DEBT SERVICE FUND	7,739,436.48	7,739,436.48	0.00
OPEB/PENSION DEBT SERVICE FUND	2,058,567.89	2,058,567.89	0.00

Subtotals By Tax Base

Title	Limit	Proposed	Certified
REFERENDUM MARKET VALUE	8,493,517.19	8,493,517.19	0.00
NET TAX CAPACITY	15,636,813.79	15,636,813.79	0.00

Subtotals By Truth In Taxation Category

Title	Limit	Proposed	Certified
VOTER APPROVED	8,614,636.76	8,614,636.76	0.00
OTHER	15,515,694.22	15,515,694.22	0.00

Total Levy

Title	Limit	Proposed	Certified
TOTAL LEVY	24,130,330.98	24,130,330.98	0.00

Minnesota Department of Education
Levy Limitation and Certification Report
2023 Payable 2024

District Number-Type: 0280-01
District Name: Richfield Public School District
Home County: HENNEPIN

Date Printed: 9/18/23
Limits Updated: 9/18/23
Proposed Submitted: 9/18/23

LIMIT

PROPOSED

SUBTOTALS BY LEVY CATEGORY

- GENERAL - RMV VOTER
- GENERAL - RMV OTHER
- GENERAL - NTC VOTER
- GENERAL - NTC OTHER
- COMMUNITY SERVICE - NTC OTHER
- GENERAL DEBT - NTC VOTER
- GENERAL DEBT - NTC OTHER
- OPEB DEBT - NTC VOTER
- OPEB DEBT - NTC OTHER

The School Board has voted to certify the MAXIMUM levy authority.

After October 1st, the county auditor should consult the Minnesota Department of Education (MDE) website for the district's current levy limitation and use this amount for the Truth in Taxation notices.

SUBTOTALS BY FUND

- GENERAL FUND
- COMMUNITY SERVICES FUND
- GENERAL DEBT SERVICE FUND
- OPEB/PENSION DEBT SERVICE FUND

If there is a change to the district's levy limitation after October 1st, the county will be notified by MDE via email. Before finalizing tax computations for the Truth in Taxation notices, counties should double check the MDE website to be sure no changes have been made to the district's levy limitation that the county is not already aware of through this email process.

SUBTOTALS BY TAX BASE

- REFERENDUM MARKET VALUE
- NET TAX CAPACITY

SUBTOTALS BY TRUTH IN TAXATION CATEGORY

- VOTER APPROVED
- OTHER

TOTAL LEVY

- TOTAL LEVY

The school district must submit the completed original of this form to the home county auditor by September 30, 2023. A duplicate form must be submitted to Minnesota Department of Education, School Finance Division, 400 NE Stinson Blvd., Minneapolis, MN 55413, by October 7, 2023.

The certified levy listed above is the levy voted by the school board for taxes payable in 2024.

Signature of School Board Clerk

Date of Certification

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 18, 2023

Subject: Property, Liability, Fleet, Professional and Faithful Performance and Cyber Liability Insurance

(Recommended by the superintendent)

That the board of education authorize the administration to retain Chubb Insurance, The Hanover Insurance Company, Travelers, and Evanston Insurance, for Property, Liability, Fleet, Professional, Faithful Performance and Cyber Insurance coverage as appropriate. The renewal includes an estimated 4% increase in building and content values. The board of education authorizes the administration to select an appropriate carrier for Educators Legal Liability and Employment Practices Liability as appropriate pending further review and negotiations.

Background Information

(Prepared by Craig Holje)

The administration has worked with Todd Awes, Steve Gillette and Debbie Thurner from Dolliff Insurance, the District insurance consultant, to renew our property, liability, fleet, professional and faithful performance insurance coverage for 2023-2024. The 2023-2024 insurance premium renewal for this series of plans is expected to be \$589,068, which is a \$96,649 increase or 19.6% more than the 2022-2023 premium.

The District has increased property values associated with inflation as well as the District construction projects. The market has seen a significant increase in premiums, especially for property damage, with Richfield's increase being 23.3% inclusive of a 4% increase in values. The District is continuing to review the plan details and financials associated with the Educators Legal Liability and Employment Practices Liability and is requesting authority from the board be granted to District administration following final review prior to September 30.

A summary of coverage and recommendations with analysis is attached.

An Insurance Program Prepared For

Richfield Public Schools, ISD #280
7001 Harriet Avenue South
Richfield, MN 55423

Presented To:

Craig Holje
Chief Human Resources and Administrative Officer

Policy Period:

October 1, 2023 – October 1, 2024



DOLLIFF INSURANCE

since 1929

10900 Wayzata Blvd., Suite 250
Minnetonka, MN 55305
Phone: 952-593-7400
Fax: 952-593-7444
Toll Free: 800-338-3531
www.dolliff.com

DOLLIFF TEAM

Agent: Todd A. Awes, Vice President

DD# (952)593-7445

E-Mail: tawes@dolliff.com

Agent: Steve Gillette

DD# (952)593-7421

E-Mail: sgillette@dolliff.com

Account Executive: Debbie Thurner

DD# (952)593-7417

E-Mail: dthurner@dolliff.com

INSURANCE PROGRAM RENEWAL OUTLINE

October 1, 2023

- 1) Renewal Memorandum
- 2) Insurance Market Index
- 3) Premium Comparison
- 4) Premium/Loss History with Hanover
- 5) Multi Year Premium History
- 6) Property Quote
- 7) Inland Marine, General Liability, Automobile and Umbrella Quote
- 8) School Psychologists Errors & Omissions Quote
- 9) Educators Legal Liability/D&O/EPLI Quotes (2 options)
- 10) Cyber Quote
- 11) Travelers Faithful Performance Bond
- 12) Property Statement of Values - need signature
- 13) Mobile Equipment Schedule - updated
- 14) Fleet Schedule - updated
- 15) Notices & Financial Evaluations

SECTION 1

MEMORANDUM

Date: September 12, 2023

To: Craig Holje
Chief H.R. and Administrative Officer

From: Todd A. Awes and Steve Gillette
Agent of Record

RE: October 1, 2023 Insurance Renewal

.....

Attached please find the 2023-2024 insurance program, a premium comparison versus 2022-2023, a detailed outline of the coverages provided and the changes we made.

Exposure Changes:

- The vehicle fleet was updated. Buses are newer and more expensive
- Liability exposures were updated
- Equipment schedule was updated
- Building and contents values were increased by 4%. This maintains the integrity of our property appraisals by adjusting for inflation

Notes:

- We have included the EDP in the blanket property limit
- Extra Expense coverage remains at \$10,000,000 and applies on a blanket basis
- The property rate, per \$100 is now .09411. This is up from the 22/23 rate of \$.07928.
- Chubb's property includes a wind/hail deductible of \$50,000
- The general liability and auto liability limits remain at \$1,000,000
- The umbrella limit remains at \$5,000,000

Prepared by:

Todd A. Awes
Dolliff Insurance

SECTION 2

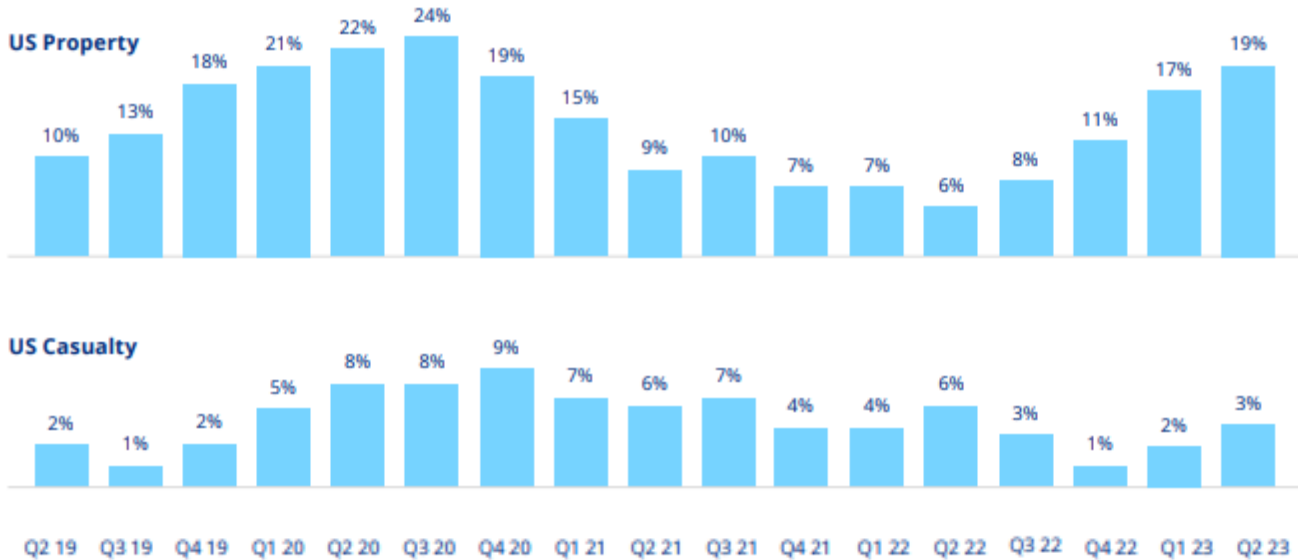
INSURANCE MARKET INDEX

US PRICING: PROPERTY REMAINS CHALLENGING - Property insurance pricing increased by 19%, compared to 17% in the first quarter; it was the twenty third consecutive quarter in which pricing rose.

- Total insured values grew 9% in the quarter, on average; underwriters continued to focus on inflation and insurance to value.
- Pricing increases were primarily driven by the cost of reinsurance and capital, strong capacity demand, limited new insurers, and ongoing losses.

Global insurance market index Q2 2023

05| US composite insurance pricing change — by major coverage line



Source: Marsh Specialty and Global Placement

SECTION 3

PREMIUM COMPARISON

Coverage	2022/23	2023/24
Property/Boiler & Machinery	\$255,545	\$315,126
Inland Marine	\$2,544	\$2,547
General Liability/EBL	\$31,602	\$32,505
Fleet Liability	\$84,042	\$102,784
Fleet Physical Damage	\$24,233	\$38,042
Umbrella Liability	\$30,479	\$32,985
Faithful Performance Bond	\$3,175	\$3,175
Educators Legal Liab/D&O/EPLI	\$27,470	\$28,147
Professional Liability	\$11,781	\$12,012
Cyber Liability	\$21,548	\$21,745
TOTAL	\$492,419	\$589,068

EXPOSURE/PREMIUM COMPARISON

	<u>2022/23</u>	<u>2023/24</u>	<u>% Change</u>
Property including Boiler & Machinery			
Total Insurable Property Values	\$ 312,345,967	\$ 324,839,807	4.00%
Total Extra Expense Limit	\$ 10,000,000	\$ 10,000,000	0.00%
Premium	\$ 255,545	\$ 315,126	23.32%
Inland Marine			
Total Inland Marine/Equipment Values	\$ 450,964	\$ 477,230	5.82%
Premium	\$ 2,544	\$ 2,547	0.12%
General Liability/EBL			
Teachers**	360	346	-3.89%
Students: PreK-8th Grade	2,922	2,879	-1.47%
Students: 9th Grade - 18+	1,328	1,300	-2.11%
Stadium Receipts	\$ 35,000	\$ 26,200	-25.14%
Premium	\$ 31,602	\$ 32,505	2.86%
Automobile			
Number of Power Units	43	43	0.00%
Number of Trailers	5	5	0.00%
Premium	\$ 108,274	\$ 140,826	30.06%
Umbrella			
Limit	\$ 5,000,000	\$ 5,000,000	0.00%
Premium	\$ 30,479	\$ 32,985	8.22%
Executive Protection			
Total Number of Employees	649	686	5.70%
Total Revenues	\$ 71,750,086	\$ 75,228,042	4.85%
Expenditures	\$ 71,342,243	\$ 76,063,785	6.62%
Premium	\$ 27,470	\$ 28,147	2.46%
Errors & Omissions			
Limit	\$ 1,000,000	\$ 1,000,000	0.00%
Premium	\$ 11,781	\$ 12,012	1.96%
Crime			
Employee Dishonesty Limit	\$ 500,000	\$ 500,000	0.00%
Premium	\$ 3,175	\$ 3,175	0.00%
Cyber			
Limit	\$ 1,000,000	\$ 1,000,000	0.00%
Premium	\$ 21,548	\$ 21,745	0.91%
TOTAL	\$ 492,419	\$ 589,068	19.63%

SECTION 4

PREMIUM/LOSS HISTORY – HANOVER POLICIES

Policy Type	Policy Term	Premium	Losses	Loss Ratio
General Liab/Inland Marine	10-1-2022/23	\$34,146	\$0	0.00%
Package	10-1-2021/22	\$271,226	\$17,000	6.27%
	10-1-2020/21	\$222,410	\$0	0.00%
	10-1-2019/20	\$180,712	\$339,827	188.05%
	10-1-2018/19	\$177,590	\$2,771	1.56%
		\$851,938	\$359,598	42.21%
Auto	10-1-2022/23	\$108,274	\$68,109	62.90%
	10-1-2021/22	\$94,716	\$83,601	88.26%
	10-1-2020/21	\$87,361	\$70,393	80.58%
	10-1-2019/20	\$79,897	\$142,973	178.95%
	10-1-2018/19	\$68,495	\$23,691	34.59%
		\$438,743	\$388,767	88.61%
Umbrella	10-1-2022/23	\$30,479	\$0	0.00%
	10-1-2021/22	\$29,057	\$0	0.00%
	10-1-2020/21	\$24,577	\$0	0.00%
	10-1-2019/20	\$20,976	\$0	0.00%
	10-1-2018/19	\$21,168	\$0	0.00%
		\$126,257	\$0	0.00%
TOTAL		\$1,451,084	\$748,365	51.57%

Losses valued as of 9-7-2023

SECTION 5

MULTI YEAR PREMIUM HISTORY

Coverage	Fiscal 2019/20	Fiscal 2020/21	Fiscal 2021/22	Fiscal 2022/23	Fiscal 2023/24
Property/Boiler & Machinery	\$151,081	\$190,007	\$240,306	\$255,545	\$315,126
Inland Marine	\$1,911	\$2,003	\$2,365	\$2,544	\$2,547
General Liability/EBL	\$29,543	\$34,351	\$30,920	\$31,602	\$32,505
Fleet Liability	\$62,720	\$70,075	\$68,671	\$84,042	\$102,784
Fleet Physical Damage	\$17,177	\$17,286	\$26,045	\$24,232	\$38,042
Umbrella	\$20,976	\$24,577	\$29,057	\$30,479	\$32,985
Faithful Perf. Bond	\$3,036	\$3,036	\$3,036	\$3,175	\$3,175
D&O/EPLI	\$18,000	\$21,931	\$24,369	\$27,470	\$28,147
Professional Liability	\$11,331	\$11,331	\$11,554	\$11,781	\$12,012
Cyber Liability	\$8,649	\$12,500	\$18,659	\$21,548	\$21,745
Sub-Total	\$322,513	\$383,246	\$452,617	\$492,418	\$589,068
Work Comp	\$421,657	\$374,614	\$409,773	\$391,615	\$459,639
TOTALS	\$744,170	\$757,860	\$862,390	\$884,033	\$1,048,707

Notes:

- The General Liability exposures have been updated
- The fleet has newer more expensive vehicles
- 5 Year auto loss ratio with Hanover is 88.61%
- Equipment schedule was updated
- Property values have been increased

NEW BUSINESS – FOR REVIEW

Agenda Item V.C.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 18, 2023

Subject: Hazing Prohibition

(Recommended by the superintendent)

A first read of Policy 108: Hazing Prohibition. This policy was brought before the board last school year but updates were not completed at that time. Suggested changes have been included to simplify and align to District branding and style guidelines.

This policy will be brought to a group of RHS students for review and feedback.

Attachments:

Policy 108: Hazing Prohibition - **redlined**

MSBA Model Policy 526: Hazing Prohibition

RICHFIELD PUBLIC SCHOOLS

HAZING PROHIBITION

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

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

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

- 1 F. This policy applies to hazing that occurs during and after school hours,
2 on or off ~~school-District~~ premises or property, at school functions or
3 activities, or on school transportation.
4
5 G. A person who engages in an act that violates school policy or law in
6 order to be initiated into or affiliated with a student organization shall be
7 subject to discipline for that act.
8
9 H. The ~~school-district~~District will act to investigate all complaints of hazing
10 and will discipline or take appropriate action against any student,
11 teacher, administrator, volunteer, contractor, or other employee of the
12 ~~school-district~~District who is found to have violated this policy.
13

14 **III. DEFINITIONS**

- 15
16 A. "Hazing" means committing an act against a student, or coercing a
17 student into committing an act, that creates a substantial risk of harm
18 to a person, in order for the student to be initiated into or affiliated with
19 a student organization, or for any other purpose. -The term hazing
20 includes, but is not limited to:
21
22 1. Any type of physical brutality ~~such a whipping, beating, striking,~~
23 ~~branding, electronic shocking or placing a harmful substance on~~
24 ~~the body.~~
25
26 2. Any type of physical activity such as sleep deprivation, exposure
27 to weather, confinement in a restricted area, calisthenics or other
28 activity that subjects the student to an unreasonable risk of harm
29 or that adversely affects the mental or physical health or safety of
30 the student.
31
32 3. Any activity involving the consumption of alcoholic beverage,
33 drug, tobacco product or any other food, liquid, or substance that
34 subjects the student to an unreasonable risk of harm or that
35 adversely affects the mental or physical health or safety of the
36 student.
37
38 4. Any activity that intimidates or threatens the student with
39 ostracism, that subjects a student to extreme mental stress,
40 embarrassment, shame or humiliation, that adversely affects the
41 mental health or dignity of the students or discourages the student
42 from remaining in school.
43
44 5. Any activity that causes or requires the student to perform a task
45 that involves violation of state or federal law or of ~~school~~
46 ~~district~~District policies or regulations.
47

- 1 B. "Immediately" means as soon as possible but in no event longer
2 than 24 hours.
3
- 4 C. "On school premises or ~~school-district~~District property, or at school
5 functions or activities, or on school transportation" means all ~~school~~
6 ~~district-District~~ buildings, school grounds, and school property or
7 property immediately adjacent to school grounds, school bus stops,
8 school buses, school vehicles, school contracted vehicles, or any
9 other vehicles approved for ~~school-district~~District purposes, the
10 area of entrance or departure from school grounds, premises, or
11 events, and all school-related functions, school-sponsored
12 activities, events, or trips. ~~School-district~~District property also may
13 mean a student's walking route to or from school for purposes of
14 attending school or school-related functions, activities, or events.
15 While prohibiting hazing at these locations and events, the ~~school~~
16 ~~district-District~~ does not represent that it will provide supervision or
17 assume liability at these locations and events.
18
- 19 D. "Remedial response" means a measure to stop and correct hazing,
20 prevent hazing from recurring, and protect, support, and intervene
21 on behalf of a student who is the target or victim of hazing.
22
- 23 E. "Student" means a student enrolled in a public school or a charter
24 school.
25
- 26 F. "Student organization" means a group, club, or organization having
27 students as its primary members or participants. ~~It includes grade~~
28 ~~levels, classes, teams, activities, or particular school events. -A~~
29 ~~student organization does not have to be an official school~~
30 ~~organization to come within the terms of this definition.~~

31
32
33 **IV. REPORTING PROCEDURES**
34

- 35 A. Any person who believes ~~he or she~~they has ~~have~~ been the target or
36 victim of hazing or any person with knowledge or belief of conduct
37 which may constitute hazing shall report the alleged acts immediately
38 to a member of the ~~district-District~~ management team ~~designated by~~
39 ~~this policy~~. A person may report hazing anonymously. ~~However, the~~
40 ~~school-district~~District may not rely solely on an anonymous report to
41 determine discipline or other remedial responses.
42
43
- 44 B. The ~~school-district~~District encourages the reporting party to provide
45 written reports but oral reports shall be considered complaints as
46 well.
47

1 The building administrator or designee is the person responsible for
2 investigating reports of hazing at the building level. Any ~~adult~~
3 ~~school-district personnel~~ District staff member who receives a
4 report of hazing prohibited by this policy shall inform the building
5 administrator immediately. -Any person may report hazing directly
6 to the superintendent. - If the complaint involves the building
7 administrator, the complaint shall be made or filed directly with the
8 superintendent by the reporting party or complainant.
9

10 The building administrator shall ensure that this policy and its
11 procedures, practices, consequences, and sanctions are fairly and
12 fully implemented and shall serve as a primary contact on policy
13 and procedural matters.
14

- 15 C. A teacher, administrator, volunteer, contractor, ~~and-or~~ other school
16 employees shall be particularly alert to possible situations,
17 circumstances, or events which might include hazing. -Any such
18 person who witnesses, observes, receives a report of, or has other
19 knowledge or belief of conduct which may constitute hazing shall
20 make reasonable efforts to address and resolve the hazing and
21 shall inform the building administrator immediately. ~~School-district~~
22 ~~District personnel~~ staff members who fail to inform the building
23 administrator of conduct that may constitute hazing or who fail to
24 make reasonable efforts to address and resolve the hazing in a
25 timely manner may be subject to disciplinary action.
26
- 27 D. Submission of a good faith complaint or report of hazing will not
28 affect the complainant or reporter's future employment, grades,
29 work assignments, or educational or work environment.
30
- 31 E. Reports of hazing are classified as private educational and/or
32 personnel data and/or confidential investigative data and will not be
33 disclosed except as permitted by law. -The building administrator, in
34 conjunction with the responsible authority, shall be responsible for
35 keeping and regulating access to any report of hazing and the
36 record of any resulting investigation.
37
- 38 F. The ~~school-district~~ District will respect the privacy of the
39 complainant(s), the individual(s) against whom the complaint is
40 filed, and the witnesses as much as possible, consistent with the
41 ~~school-district's~~ District's legal obligations to investigate, to take
42 appropriate action, and to comply with any discovery or disclosure
43 obligations.
44

45 **V. SCHOOL DISTRICT ACTION**
46

- 1 A. Within three (3) days of the receipt of a complaint or report of
2 hazing, the ~~school district~~District shall undertake or authorize an
3 investigation by ~~school district~~District officials or a third party
4 designated by the ~~school district~~District.
5
- 6 B. The building administrator or other appropriate ~~school district~~District
7 officials may take immediate steps, at their discretion, to protect the
8 target or victim of the hazing, the complainant, the reporter, and
9 students or others pending completion of an investigation of alleged
10 hazing prohibited by this policy.
11
- 12 C. The alleged perpetrator of the hazing shall be allowed the
13 opportunity to present a defense during the investigation or prior to
14 the imposition of discipline or other remedial responses.
15
- 16 D. Upon completion of an investigation that determines hazing has
17 occurred, the ~~school district~~District will take appropriate action.
18 Such action may include, but is not limited to, warning, suspension,
19 exclusion, expulsion, transfer, remediation, termination, or
20 discharge. -Disciplinary consequences will be sufficiently severe to
21 try to deter violations and to appropriately discipline prohibited
22 behavior. -~~School district~~District action taken for violation of this
23 policy will be consistent with the requirements of applicable
24 collective bargaining agreements; applicable statutory authority,
25 including the Minnesota Pupil Fair Dismissal Act; and applicable
26 ~~school district~~District policies and regulations.
27
- 28 E. The ~~school district~~District is not authorized to disclose to a victim
29 private educational or personnel data regarding an alleged
30 perpetrator who is a student or employee of the ~~school~~
31 ~~district~~District. - School officials will notify the parent(s) or
32 guardian(s) of students who are targets or victims of hazing and the
33 parent(s) or guardian(s) of alleged perpetrators of hazing who have
34 been involved in a reported and confirmed hazing incident of the
35 remedial or disciplinary action taken, to the extent permitted by law.
36
- 37 F. In order to prevent or to respond to hazing committed by or directed
38 against a child with a disability, the school district shall, where
39 determined appropriate by the child's individualized education
40 program (IEP) team or Section 504 team, allow the child's IEP or
41 Section 504 plan to be drafted to address the skills and
42 proficiencies the child needs as a result of the child's disability to
43 allow the child to respond to or not to engage in hazing.
44
45
46
47

VI. RETALIATION OR REPRISAL

The ~~school district~~District will discipline or take appropriate action against any student, teacher, administrator, volunteer, contractor, or other employee of the ~~school district~~District who commits an act of reprisal or who retaliates against any person who asserts, alleges, or makes a good faith report of alleged hazing, who provides information about hazing, who testifies, assists, or participates in an investigation of alleged hazing, or who testifies, assists, or participates in a proceeding or hearing relating to such hazing.

Retaliation includes, but is not limited to, any form of intimidation, reprisal, harassment, or intentional disparate treatment.- Disciplinary consequences will be sufficiently severe to deter violations and to appropriately discipline the individual(s) who engaged in the prohibited conduct.- Remedial responses to the prohibited conduct shall be tailored to the particular incident and nature of the conduct.

VII. DISSEMINATION OF POLICY

Notification of the policy shall appear in the ~~District Calendar/Handbook~~student handbook or other District publications.

Legal References: Minn. Stat. § 121A.69 (Hazing Policy)
Minn. Stat. § 121A.40 to 121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.0311 (Notice of the Rights and Responsibilities of Students and Parents under the Safe and Supportive Minnesota Schools Act)

Cross Reference: Board Policy 103: ~~Harassment Prohibition and Administrative Guidelines 103.4-2 en~~
~~Racial, Religious and Sexual Harassment and Violence~~

Board Policy 541: ~~Student Behavior and Administrative Guidelines 541.1 en~~
~~Guidelines for Student Behavior~~
~~MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)~~
~~MSBA/MASA Model Policy 413 (Harassment and Violence)~~
~~MSBA/MASA Model Policy 506 (Student Discipline)~~
~~MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)~~
~~MSBA/MASA Model Policy 525 (Violence Prevention [Applicable to Students and Staff])~~

~~ADOPTED-RATIFIED~~ BY THE BOARD OF EDUCATION: October 6,
1997

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| 1 ~~AMENDED-REVISED~~ BY THE BOARD OF EDUCATION: January 6,
2 2003
| 3 REVIEWED ~~AND REAFFIRMED~~ BY THE BOARD OF EDUCATION: May 18,
4 2009; ~~March 6, 2017~~
5 ~~REAFFIRMED BY THE BOARD OF EDUCATION: May 18, 2009~~

Adopted: _____

MSBA/MASA Model Policy 526

Orig. 1997

Revised: _____

Rev. 2014

526 HAZING PROHIBITION

[Note: School districts are required by statute to have a policy addressing these issues. The Minnesota Department of Education (MDE) will maintain and make available a model policy on student and staff hazing in accordance with Minnesota Statutes section 121A.69. The MDE model policy differs from the MSBA/MASA model policy as it incorporates state and federal requirements related to harassment and discrimination which extends beyond the mandate of Minnesota Statutes section 121A.69. Topics of harassment and discrimination are addressed in other MSBA/MASA policies. While school districts are required to adopt a policy governing student and staff hazing, school districts are not required to adopt any particular policy. MSBA recommends this policy.]

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

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

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

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

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

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

III. DEFINITIONS

- A. "Hazing" means committing an act against a student, or coercing a student into committing an act, that creates a substantial risk of harm to a person, in order for the student to be initiated into or affiliated with a student organization, or for any other school-related purpose. The term hazing includes, but is not limited to:
 - 1. Any type of physical brutality such as whipping, beating, striking, branding, electronic shocking, or placing a harmful substance on the body.
 - 2. Any type of physical activity such as sleep deprivation, exposure to weather, confinement in a restricted area, calisthenics, or other activity that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 - 3. Any activity involving the consumption of any alcoholic beverage, drug, tobacco product, or any other food, liquid, or substance that subjects the student to an unreasonable risk of harm or that adversely affects the mental or physical health or safety of the student.
 - 4. Any activity that intimidates or threatens the student with ostracism, that subjects a student to extreme mental stress, embarrassment, shame, or humiliation, that adversely affects the mental health or dignity of the student or discourages the student from remaining in school.
 - 5. Any activity that causes or requires the student to perform a task that involves violation of state or federal law or of school district policies or regulations.
- B. "Immediately" means as soon as possible but in no event longer than 24 hours.
- C. "On school premises or school district property, or at school functions or activities, or on school transportation" means all school district buildings, school grounds, and school property or property immediately adjacent to school grounds, school bus stops, school buses, school vehicles, school contracted vehicles, or any other vehicles approved for school district purposes, the area of entrance or departure from school grounds, premises, or events, and all school-related functions, school-sponsored activities, events, or trips. School district property also may mean a student's walking route to or from school for purposes of attending school or school-related functions, activities, or events. While prohibiting hazing at these locations and events, the school district does not represent that it will provide supervision or assume liability at these locations and events.

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

IV. REPORTING PROCEDURES

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

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

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

- C. A teacher, administrator, volunteer, contractor, and other school employees shall be particularly alert to possible situations, circumstances, or events which might include hazing. Any such person who witnesses, observes, receives a report of, or has other knowledge or belief of conduct which may constitute hazing shall make reasonable efforts to address and resolve the hazing and shall inform the building report taker immediately. School district personnel who fail to inform the building report taker of conduct that may constitute hazing or who fail to make reasonable efforts to address and resolve the hazing in a timely manner may be subject to disciplinary action.
- D. Submission of a good faith complaint or report of hazing will not affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- E. Reports of hazing are classified as private educational and/or personnel data and/or confidential investigative data and will not be disclosed except as permitted by law. The building report taker, in conjunction with the responsible authority, shall be responsible for keeping and regulating access to any report of hazing and the record of any resulting investigation.
- F. The school district will respect the privacy of the complainant(s), the individual(s)

against whom the complaint is filed, and the witnesses as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.

V. SCHOOL DISTRICT ACTION

- A. Within three (3) days of the receipt of a complaint or report of hazing, the school district shall undertake or authorize an investigation by school district officials or a third party designated by the school district.
- B. The building report taker or other appropriate school district officials may take immediate steps, at their discretion, to protect the target or victim of the hazing, the complainant, the reporter, and students or others pending completion of an investigation of alleged hazing prohibited by this policy.
- C. The alleged perpetrator of the hazing shall be allowed the opportunity to present a defense during the investigation or prior to the imposition of discipline or other remedial responses.
- D. Upon completion of an investigation that determines hazing has occurred, the school district will take appropriate action. Such action may include, but is not limited to, warning, suspension, exclusion, expulsion, transfer, remediation, termination, or discharge. Disciplinary consequences will be sufficiently severe to try to deter violations and to appropriately discipline prohibited behavior. School district action taken for violation of this policy will be consistent with the requirements of applicable collective bargaining agreements; applicable statutory authority, including the Minnesota Pupil Fair Dismissal Act; and applicable school district policies and regulations.
- E. The school district is not authorized to disclose to a victim private educational or personnel data regarding an alleged perpetrator who is a student or employee of the school district. School officials will notify the parent(s) or guardian(s) of students who are targets or victims of hazing and the parent(s) or guardian(s) of alleged perpetrators of hazing who have been involved in a reported and confirmed hazing incident of the remedial or disciplinary action taken, to the extent permitted by law.
- F. In order to prevent or to respond to hazing committed by or directed against a child with a disability, the school district shall, where determined appropriate by the child's individualized education program (IEP) team or Section 504 team, allow the child's IEP or Section 504 plan to be drafted to address the skills and proficiencies the child needs as a result of the child's disability to allow the child to respond to or not to engage in hazing.

VI. RETALIATION OR REPRISAL

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

VII. DISSEMINATION OF POLICY

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

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

Legal References: Minn. Stat. § 121A.031 (School Student Bullying Policy)
Minn. Stat. § 121A.0311 (Notice of the Rights and Responsibilities of Students and Parents Under the Safe and Supportive Minnesota Schools Act)
Minn. Stat. § 121A.40-121A.56 (Pupil Fair Dismissal Act)
Minn. Stat. § 121A.69 (Hazing Policy)

Cross References: MSBA/MASA Model Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 514 (Bullying Prohibition Policy)
MSBA/MASA Model Policy 525 (Violence Prevention [Applicable to Students and Staff])

NEW BUSINESS – FOR REVIEW

Agenda Item V.D.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 18, 2023

Subject: Gender Inclusion

(Recommended by the superintendent)

A first read of Policy 586: Gender Inclusion. This policy will be reviewed by the Safe & Supportive Schools Committees before being brought back to the board.

Attachment:

Policy 586: Gender Inclusion

1
2
3
4

RICHFIELD PUBLIC SCHOOLS
GENDER INCLUSION POLICY

5 **I. PURPOSE**

6 All students need a safe, supportive school environment to progress
7 academically and developmentally. The purpose of this policy is to
8 facilitate compliance with applicable laws and organizational guidelines as
9 well as to foster an educational environment at Richfield Public Schools
10 that is safe, supportive, and fully inclusive for all students regardless of
11 gender identity or gender expression.

12 **II. POLICY STATEMENT**

13 Richfield Public Schools shall act to ensure that students who are
14 transgender and gender non-conforming are included in all school
15 activities like their peers.

16 **DEFINITIONS**

17 The following definitions are provided to assist in understanding this
18 policy.

- 19 **a. Assigned Gender** – An individual’s gender assigned at birth, which
20 correlates to the biological, genetic, and anatomical makeup of a body.
- 21 **b. Gender Expression** – The manner in which an individual expresses
22 their gender.
- 23 **c. Gender Identity** – An individual’s sense of being male, female, or
24 otherwise on a continuum of gender.
- 25 **d. Gender Dysphoria** – A conflict between an individual’s physical or
26 assigned gender and the gender with which they identify.
- 27 **e. Gender Non-Conformity** – Behaviors and interests that fit outside of
28 stereotypical behaviors and interests for an individual’s assigned sex.
- 29 **f. Transgender** – An individual whose gender is different from the
30 gender assigned to them at birth.

31 **III. BULLYING, HARASSMENT, AND DISCRIMINATION PROHIBITION**

32 Bullying, harassment, and discrimination on the basis of gender identity or
33 expression are prohibited. Richfield Public Schools will take any such
34 incident seriously, give the incident immediate attention, and handle the
35 incident in the same manner as the school handles other bullying,
36 harassment and discrimination. The school and all employees are
37 responsible for ensuring that every student, including transgender and

1 gender nonconforming students, has a safe and supportive school
2 environment at Richfield Public Schools. Education and training regarding
3 the issues addressed in this gender inclusion policy will be provided for
4 employees, students and the broader school community. Richfield Public
5 Schools will ensure that all district policies, including but not limited to
6 Policy 102 (Equal Educational Opportunity), Policy 103 (Bullying
7 Prohibition Policy), Policy 108 (Hazing Prohibition), Policy 113 (Bullying
8 Prohibition), Policy 505 (Student Disability Nondiscrimination), Policy 506
9 (Student Sex Nondiscrimination), Policy 541 (Student Behavior), Policy
10 581 (Protection and Privacy of Pupil Records) apply to all students
11 regardless of their gender identity or gender expression.
12

13 **IV. GENDER TRANSITION AT SCHOOL**

14
15 Students who transition socially or physically at school have a right to a
16 safe and supportive environment. Steps taken to support students during
17 this time will be done in collaboration with the student first, then the
18 parent, with careful consideration given to student data privacy and
19 consent. If appropriate, school administration and staff shall work with any
20 such students and their parents/guardians (based on the students
21 individual needs) to identify which steps will create the necessary
22 conditions to make the transition experience as positive as possible.
23 Based on this work, the school, student, and parents/guardians will create
24 a tailored gender transition plan that ensures the school environment
25 remains both safe and supportive of the student. As each possible plan
26 will be highly individualized, the plan will be developed in collaboration
27 with the student, parent/guardian, school principal, Director of Student
28 Support Services and/or additional appropriate school staff.
29

30 **V. NAMES AND PRONOUNS USAGE**

31
32 Students have the right to be addressed by a preferred name and by a
33 pronoun corresponding to their gender identity. A court-ordered name or
34 gender change is not required, and a student need not change official
35 records in order to have this right honored by all members of the school
36 community. Official records must identify a student with their legal name
37 and assigned gender, unless the student has legally changed their name.
38

39 **VI. DRESS CODE**

40
41 Students have the right to dress in accordance with their gender identity,
42 within the constraints of the dress code specified in the Richfield Public
43 Schools handbook or policy. School staff will not enforce the school's
44 dress code more strictly toward transgender and gender nonconforming
45 students than other students. Richfield Public Schools will not require
46 gender stereotypical fashion or dress. Richfield Public Schools will avoid
47 the use of gender pronouns when describing dress in its dress code.

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VII. GENDER-SEGREGATED ACTIVITIES, RULES, POLICIES AND PRACTICES

Richfield Public Schools shall evaluate all gender-based activities, curricula, rules, policies, and practices – including but not limited to classroom activities, school ceremonies, and school photos – and maintain only those that have a clear and sound pedagogical purpose. In situations where students are segregated by gender, students have the right to participate in any such activities or conform to any such rule, policy, or practice in a manner that aligns with their gender identity consistently asserted at school.

All students, regardless of their gender identity, have the right to participate fully in overnight trips and other activities. In all cases, the school has an obligation to maintain the privacy of all students and cannot disclose or require the disclosure of the student’s transgender status to the other students or the parents/guardians of other students.

VIII. PHYSICAL EDUCATION CLASSES AND INTRAMURAL AND INTERSCHOLASTIC ATHLETICS

All students have the right to participate in physical education classes, intramural sports, and interscholastic athletics in a manner that aligns with their gender identity. For participation on interscholastic athletic teams, this policy will not supersede Minnesota State High School League policy related to transgender student eligibility and participation.

IX. ACCESS TO RESTROOMS, LOCKER ROOMS, AND CHANGING AREAS

Each student shall be granted access to restrooms, locker rooms, and changing areas that align with the student’s gender identity. Any student who has a need or desire for increased privacy, regardless of the underlying reason, shall be provided access to a reasonable alternative, but no student shall be required to use such a facility.

X. PRIVACY

All students have a right to privacy. A student’s transgender or gender nonconforming status is private information. Related information, such as the student’s legal name, may also constitute private information. Information regarding a student’s transgender or gender nonconforming status may also be confidential medical information. Disclosing this information to other students, other students’ parents, or other third

1 parties may violate privacy provisions in certain laws, such as the federal
2 Family Educational Rights and Privacy Act (FERPA) and the Minnesota
3 Government Data Practices Act. Disclosure of this information to school
4 employees is also limited to those employees who have a legitimate
5 educational reason for obtaining the information.
6

7 Richfield Public Schools shall keep private all personal information
8 relating to transgender and gender nonconforming students in accordance
9 with Board Policy 581 and applicable laws. School staff shall not disclose
10 information that may reveal a student's transgender status to others,
11 including other students' parents and other school staff, unless legally
12 required to do so or when written permission has been given by the
13 parent(s)/guardian(s) or the student who is over 18 years of age.
14

15 Transgender and gender nonconforming students have the right to
16 discuss and express their gender identity and gender expression openly
17 and to decide when, with whom, and how much private information to
18 share. The fact that a student chooses to disclose their transgender status
19 to staff or other students does not authorize school staff to disclose other
20 private information about the student.
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24 **Legal Reference:**

- 25 Minn. Stat. § 121A.04 (Athletic Programs; Sex
- 26 Discrimination)
- 27 Minn. Stat. . § 121A.031 (Safe and Supportive Minnesota
- 28 Schools Act)
- 29 Minn. Stat. § 121A.03, subd. 2 (Sexual, Religious and Racial
- 30 Harassment and Violence Policy)
- 31 Minn. Stat. § 363A (Minnesota Human Rights Act)
- 32 20 U.S.C. §§ 1681-1688 (Title IX of the Education
- 33 Amendments of 1972)
- 34 34 C.F.R. Part 106 (Implementing Regulations of Title IX)
- 35 *Montgomery v. ISD No. 709*, 109 F.Supp. 2d 1081, 1093 (D.
- 36 Minn. 2000).

37
38 **Cross References:**

- 39 Policy 102 (Equal Educational Opportunity)
- 40 Policy 103 (Bullying Prohibition Policy)
- 41 Policy 108 (Hazing Prohibition)
- 42 Policy 113 (Bullying Prohibition)
- 43 Policy 505 (Student Disability Nondiscrimination)
- 44 Policy 506 (Student Sex Nondiscrimination)
- 45 Policy 541 (Student Behavior)
- 46 Policy 581 (Protection and Privacy of Pupil Records)
- 47 Minnesota State High School League Official Handbook
- 48 300.00 Bylaws: Administration of Student Eligibility

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ADOPTED BY THE BOARD OF EDUCATION: August 20, 2018

NEW BUSINESS - FOR ACTION

Agenda Item V.E.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, September 18, 2023

Subject: Donations

(Recommended by the superintendent)

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

Centennial Elementary School received a donation of \$1,575 for books from KPMG.

The RMS Music Department received a donation of instruments valued at a total of 1,450.00 from Peter & Carol Zambrano of Edina.