SUPERINTENDENT'S REPORT AND AGENDA

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

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

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

Monday, July 15, 2024
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. Health Services Presentation
2. Board Self-Evaluation

C. Commendations

IV. CONSENT AGENDA

A. Routine Matters

1. Minutes of the Regular Meeting held June 24, 2024
2. General Disbursements as of 7/9/24 in the Amount of $2,027,084.95
3. Investment Holdings
4. Designation of Depositories
5. Signatories on Deposit Accounts
6. Signatories on MCU Depository Accounts
7. Wire Transfer Funds Authorization
8. Official Newspaper Designation
9. Legal Counsel Authorization
10. Membership in Associations
11. Board Secretary Approval

B. Personnel Items

V. OLD BUSINESS

A. Policy 979: Community Use of School Facilities and Grounds

B. Policy 955: Fundraising Activities & Administrative Guideline 955.1

C. Policy 563: Advertising in the Schools

VI. NEW BUSINESS

A. Miscellaneous Pay Rates for 2024-2025

B. Donations

VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

1. Summary of Closed Session – Superintendent Evaluation

C. Suggested/Future Agenda Items

D. Future Meeting Dates

8-5-2024	7 p.m.	Regular Board Meeting
8-19-2024	7 p.m.	Regular Board Meeting – Public Comment

VIII. CLOSED SESSION AS ALLOWED BY MINNESOTA STATUTE 13D.05 FOR ATTORNEY-CLIENT PRIVILEGE

IX. REOPEN MEETING

X. ADDITIONAL NEW BUSINESS

A. Settlement Agreement, Subject to any Changes Agreed to by the Superintendent and Legal Counsel

XI. ADJOURN REGULAR MEETING

INFORMATION AND PROPOSALS – NON-ACTION ITEMS **Agenda Item II.A.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

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
A.I.:	Artificial Intelligence
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
BSN:	Bachelor of Science in Nursing
C&A:	Connect & Assess
CAD:	Computer-aided Design
CAREI:	Center for Applied Research & Educational Improvement
CASEL:	Collaborative for Academic, Social, and Emotional Learning
CAV-X:	Connected and Automated Vehicles Office (MnDOT)
CBM:	Curriculum Based Measurement
CCR:	Career & College Readiness

CDC:	Centers for Disease Control
CE:	Community Education
CIS:	College in the Schools
CLSD:	Comprehensive Literacy State Development
CPR & AED:	Cardiopulmonary Resuscitation & Automated External Defibrillator
DA:	Dream Act
D.O.:	District Office
DSLN:	District Summer Learning Network
EAP:	Employee Assistance Program
ECFE:	Early Childhood Family Education
ECSE:	Early Childhood Special Education
ELA:	English Language Arts
EL or ELL:	English Learner or English Language Learner
ESL:	English as a Second Language
ESY:	Extended School Year
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
HVAC:	Heating, Ventilation, & Air Conditioning
IEP:	Individualized Education Plan
IHP:	Individual Healthcare Plan
IT:	Instructional Technology
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
MNEEP:	Minnesota Education Equity Partnership
MOA:	Memorandum of Agreement
MSBA:	Minnesota School Boards' Association
MSHSL:	Minnesota State High School League
MTSS:	Multi-Tiered Systems of Support
MVP:	Most Valuable Player
NA/I:	Native American/Indigenous
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
PICA:	Parents in Community Action (Head Start organization)
PHN:	Public Health Nurse
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
POY:	Player of the Year
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
RN:	Registered Nurse
RPS:	Richfield Public Schools
SAEBRS:	Social, Academic, and Emotional Behavior Risk Screener
SBG:	Standards-Based Grading
SEC:	South Education Center
SEIU:	Service Employees International Union
SEL:	Social-Emotional Learning

SIPPS:	Systematic Instruction in Phonological Awareness, Phonics, and Sight Words
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
VEAP:	Volunteers Enlisted to Assist People
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 2023-2024:

4,073 Students Districtwide

- 3,925 Traditional Count
  - 1,685 Elementary (K-5) Average Class Size = 23.08
  - 797 Middle (6-8) Average Class Size = 23.21
  - 1,304 High (9-12) Average Class Size = 25.2
  - 119 ECSE
  - 20 Transition+
- 148 Voluntary Prekindergarten (VPK)

Student Diversity (based on MDE categories)

- BIPOC: 70.71%
  - American Indian or Alaska Native: 0.88%
  - Asian: 3.66%
  - Hispanic: 44.19%
  - Black or African American: 13.5%
  - Native Hawaiian or Other Pacific Islander: 0.07%
  - 2 or More Races: 8.4%
- White: 29.29%

English Learner

- ELL: 23.67%
- Non-ELL: 76.33%

Free/Reduced Eligible

- Eligible: 57.2%
- Not Eligible: 42.8%

INFORMATION AND PROPOSALS – NON-ACTION ITEMS **Agenda Item II.B.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

Subject: Ongoing Board Calendar

Upcoming Events to Attend:

Tuesday, July 16: 73rd St. Trail Project Open House, 4:30 p.m. @ Centennial
Saturday, July 27: Urban Wildland Half Marathon and 5K @ Richfield Ice Arena

Monday, August 5: School Board Meeting, 7 p.m.
Thursday, August 15: Unity in the Community, 4 p.m. @ Veterans Park Bandshell
Monday, August 19: School Board Meeting, 7 p.m.

Tuesday, September 3: School Board Meeting, 7 p.m.
Saturday, September 15: Penn Fest, 1 p.m. @ Penn Ave & 66th St

Upcoming Holidays, Heritage Months, and Appreciation Days:

July is Disability Pride Month
September is Hispanic Heritage Month

INFORMATION AND PROPOSALS – NON-ACTION ITEMS **Agenda Item III.A.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

Subject: Superintendent Update

Health Services Supervisor Michelle Whiteside will present. Superintendent Unowsky will share data related to board goals, and the board will discuss their self-evaluation.

Attachments:
Heath Services Presentation
Board Self-Evaluation Presentation
Administrative Guideline 209.1: Board Self-Evaluation Form
RPS Board Goals 23-24

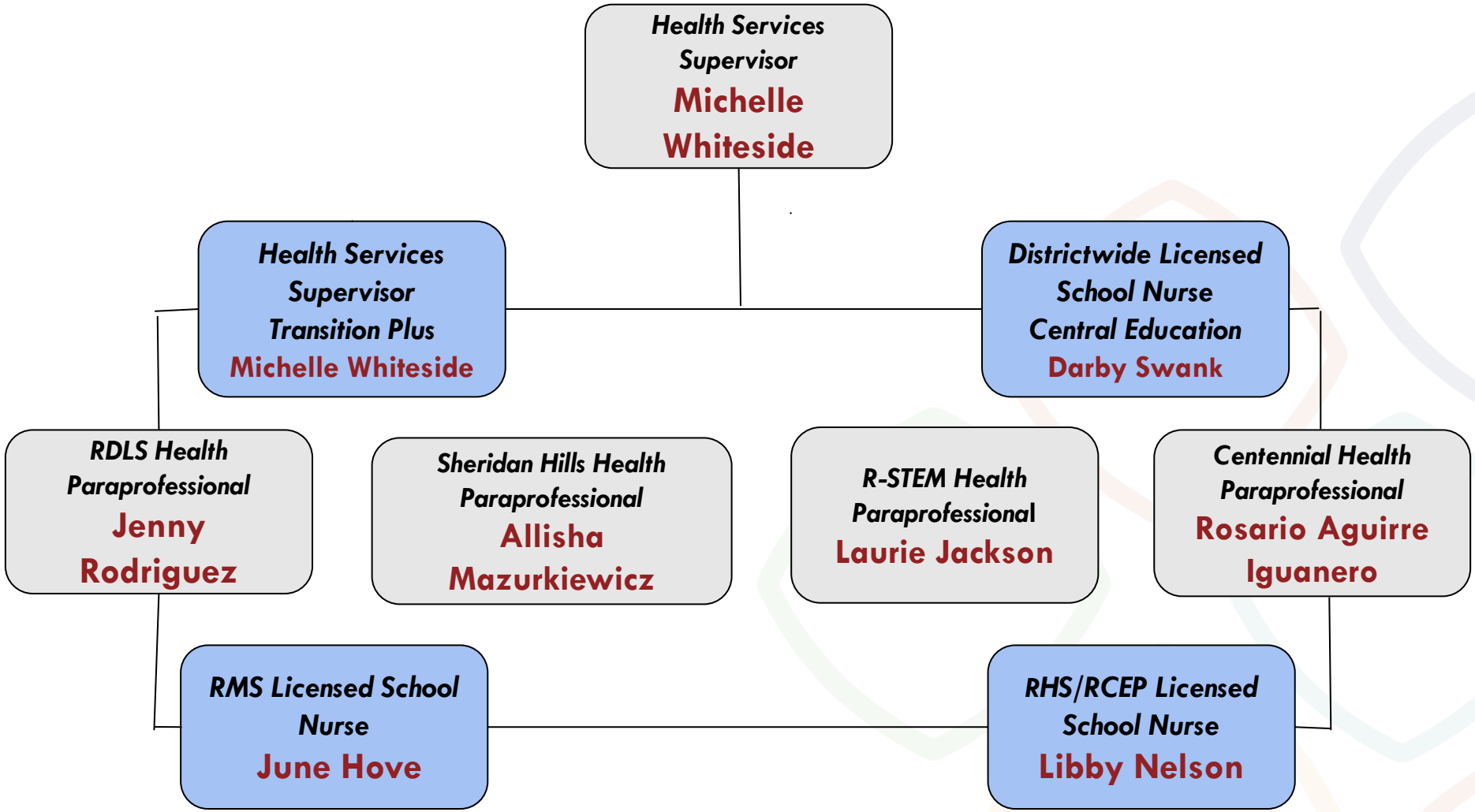

Enriching and accelerating learning
RICHFIELD
PUBLIC SCHOOLS
Health Services:
2023-24 in Review
Michelle Whiteside, BSN, RN, PHN, LSN
Darby Swank, BSN, RN, PHN, LSN
Enriqueciendo y aceleranndo el aprendizaje

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PUBLIC SCHOOLS

AGENDA

- Health Services Structure
- Why Health Service is Important
- Big Wins
- What We See
- What's Next

Health Services Structure



Why Health Service is Important

RICHFIELD PUBLIC SCHOOLS

School Nursing Practice Framework™

Supporting Students to be Healthy, Safe and Ready to Learn



© National Association of School Nurses, 2024

BETTER HEALTH. BETTER LEARNING.™

NASN National Association of School Nurses

- Improved attendance rates
- Improving public health
- Saving admin/teacher time
- Take care of staff's health
- Compliance on policy & immunizations

Big Wins

RICHFIELD PUBLIC SCHOOLS

In Health Services







Naloxone Emergency Response Procedure

AED at SEC (total 25 in district)

Big Wins

RICHFIELD PUBLIC SCHOOLS

In Health Services

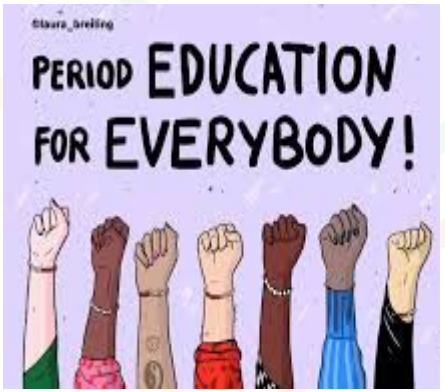
- Period products in schools by January 1, 2024.

How does it affect students?

- 1 in 5 teens in the U.S. have struggled to afford period products or were not able to purchase them at all.
- 86% of menstruators have started their period in public without the supplies they need.
- 4 out of 5 menstruating students have either missed class time or know someone who has missed class because they didn't have access to period products.





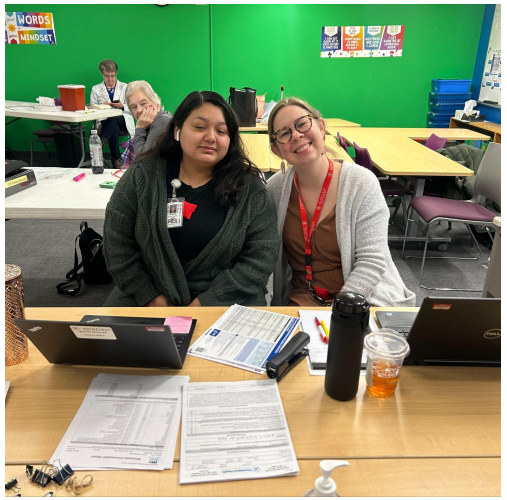


RPS Hosted Six Vaccination Clinics

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221 immunizations given to our RPS community

Central, RHS, RMS, R-STEM, Sheridan Hills & Centennial







Big Wins

RICHFIELD PUBLIC SCHOOLS

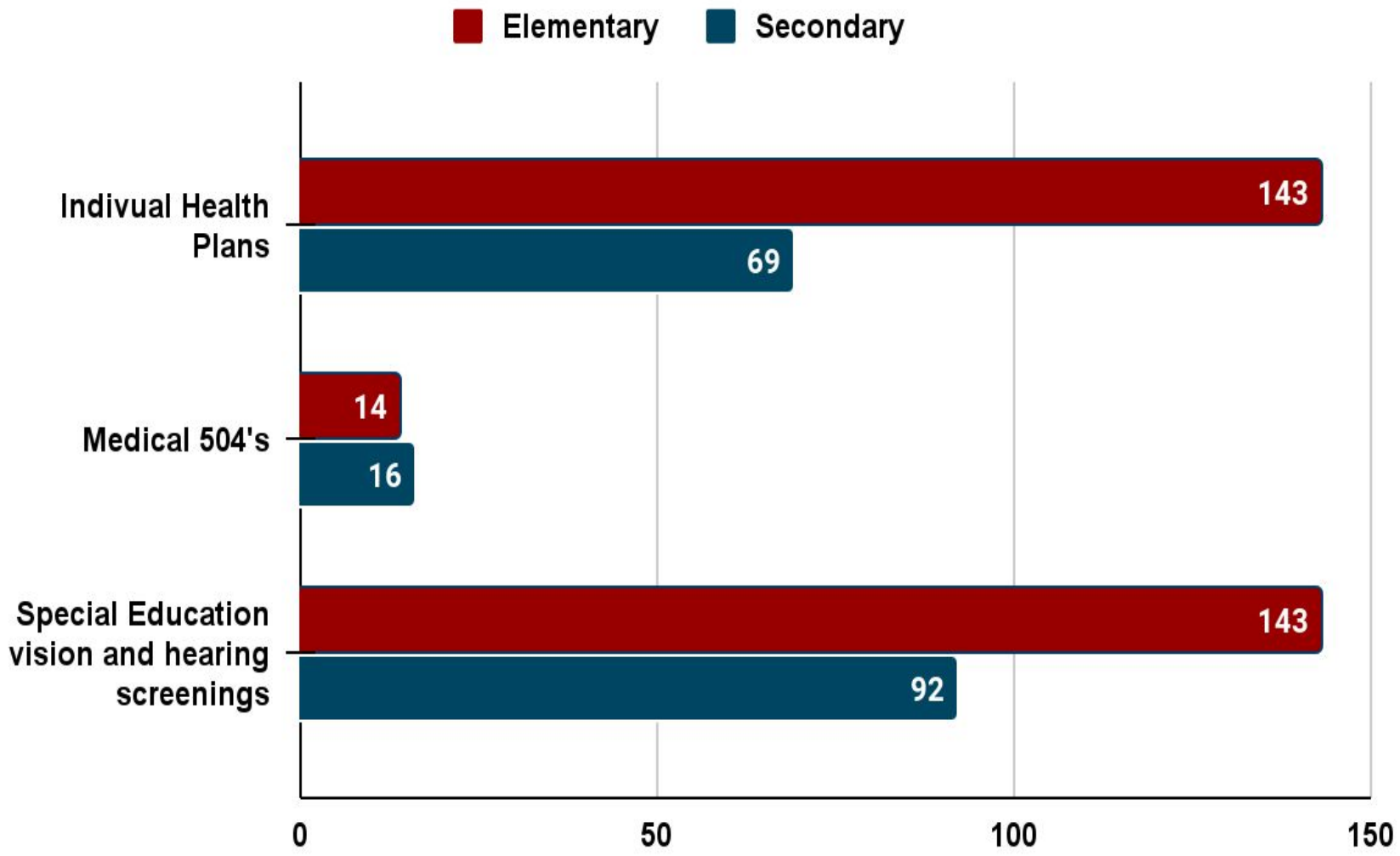
for Licensed School Nurses

- Early Childhood Screening Process
  - *Health history review*
  - *Immunization review*
  - *Providing resources*
  - *Staff training*

    Early identification of students with physical/mental health problems

- 3rd Party MA Billing
  - *Vision/hearing screenings for Special Ed students*
  - *Health file review & document in Special Ed record*

Care Coordination

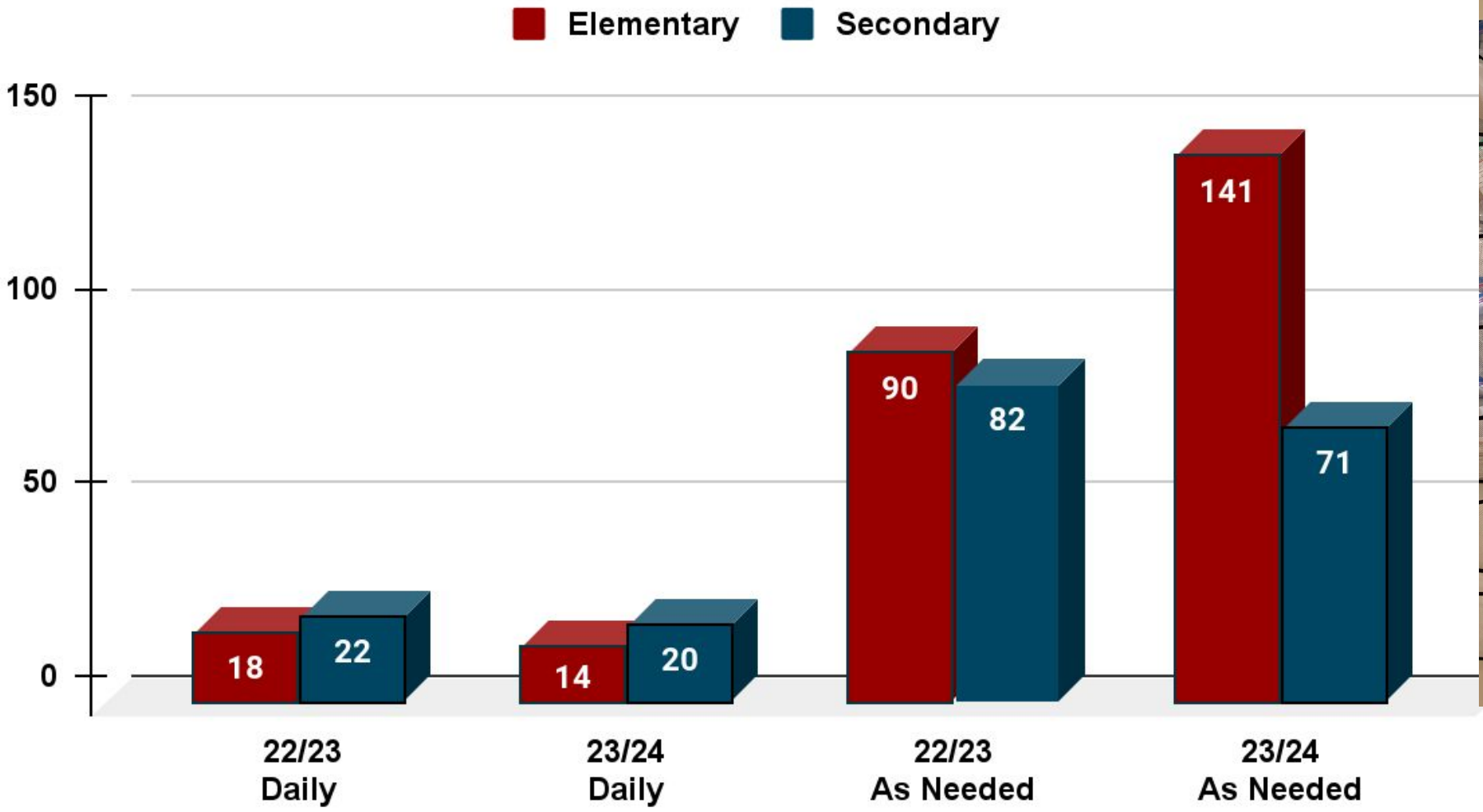




What We See In Our Offices Daily

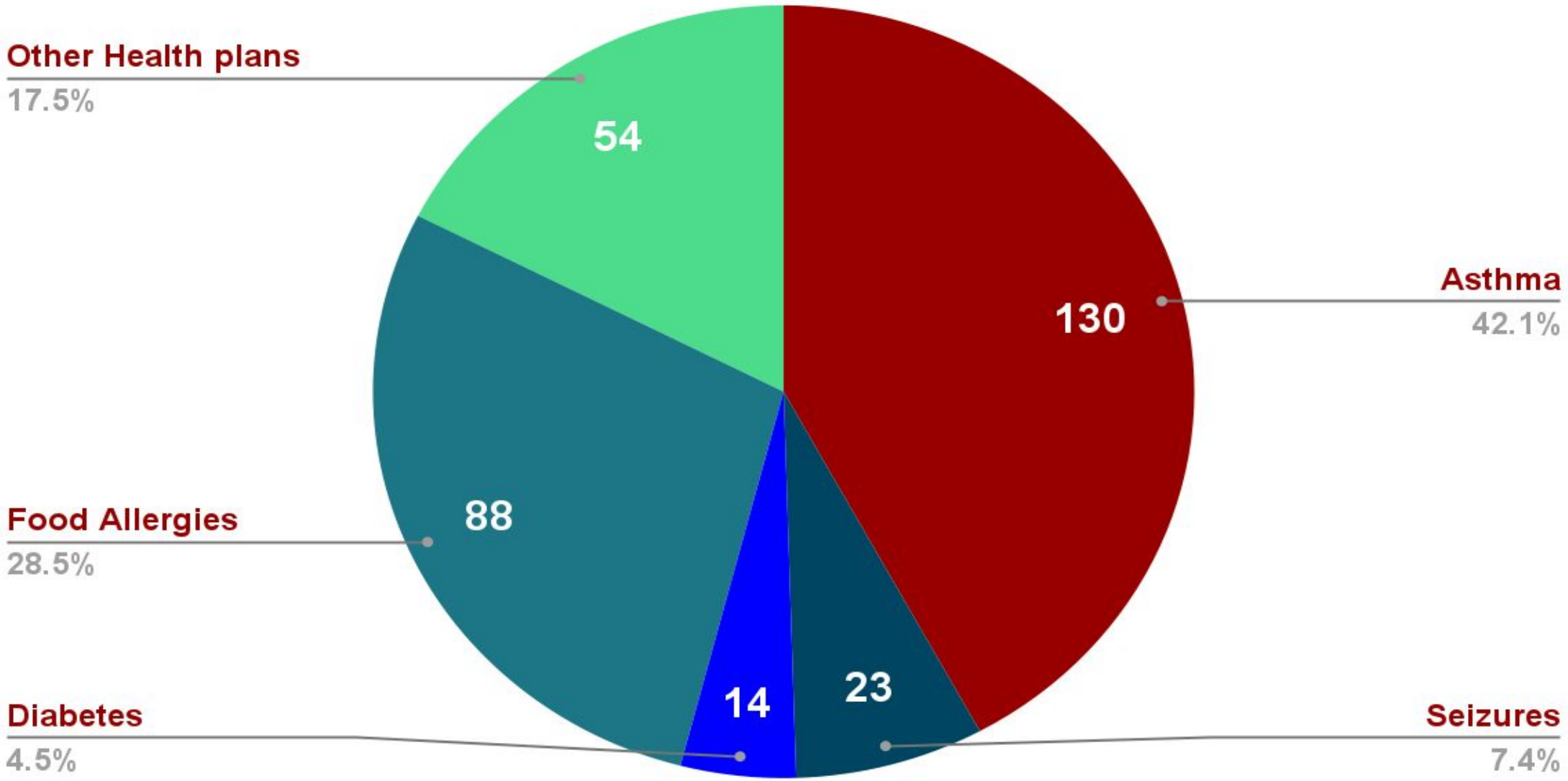
RICHFIELD PUBLIC SCHOOLS

District Medications



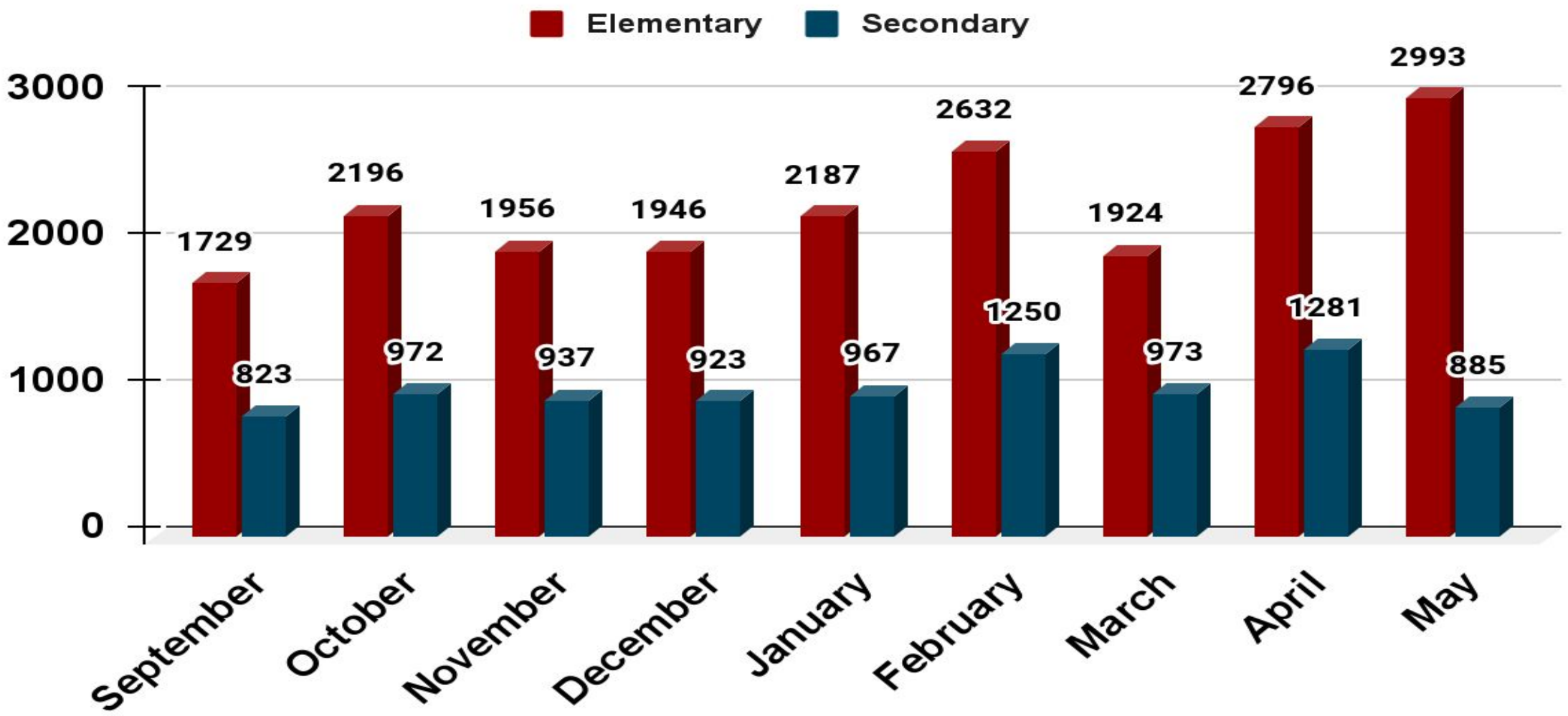


Health Conditions: District-Wide



Elementary & Secondary Monthly Health Office Visits

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What's Next

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2024-25 School Year

- Reducing visits to the health office
- American Heart Association assemblies to promote heart health at each of our elementaries
- Building partnerships with Special Education 3rd party billing/STAT/1:1 nursing



Questions?

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Thank you for your continued support!



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PUBLIC SCHOOLS

Board Goals 23-24

End-of-Year Report

July 15, 2024

Enriqueciendo y acelerando el aprendizaje

Timeline of Board Self-Evaluation Process

RICHFIELD PUBLIC SCHOOLS

According to Administrative Guideline 209.1, the board will follow the following calendar:

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

Goal Area #1: Referendum Communication

RICHFIELD PUBLIC SCHOOLS

Goal Area 1: Thoroughly and transparently communicate information to the public related to the technology levy and operating referendum.

Number of informational events where a board member presented to the community: Approximately 17

Number of total votes cast: 5,389 (4,024 more than in 2021)

Goal Achieved

*Data includes information from prior board members, not new board members

Goal Area #2: Board Policy Review

RICHFIELD PUBLIC SCHOOLS

Goal Area 2: Review board policies using a lens supported by the equity and gender inclusion policies. **Goal Achieved**

Policies Reviewed in 23-24:

- Policy 978: Passes to Athletic Contests and Other School Activities
- Policy 405: Employee Publications, Instructional Materials, Inventions and Creations
- Policy 583: Do Not Resuscitate – Do Not Intubate Orders
- Policy 108: Hazing Prohibition
- Policy 586: Gender Inclusion
- Policy 584: Student Medication
- Policy 801: Student Use of Secondary School Facilities
- Policy 501: Early Entrance to Kindergarten
- Policy 545: Attendance
- Policy 455: Reserve Teacher Pay Scale
- Policy 783: Video Surveillance
- Policy 114: Website Accessibility
- Policy 507: Education of Children Experiencing Homelessness
- Policy 977: Cooperation with Law Enforcement Agencies
- Policy 105: Tobacco-Free Environment
- Policy 541: Student Behavior
- Policy 655: Family Engagement
- Policy 543: Search of Student Lockers, Desks, Personal Possessions, Student's Person, Motor Vehicles, and All Other School Locations
- Policy 503: International Students
- Policy 607: Online Learning Options
- Policy 117: Environmental Sustainability
- All Policies that Require Annual Review
- Policy 979: Community Use of School Facilities and Grounds (currently under review)
- Policy 955: Fundraising (currently under review)
- Policy 563: Advertising in the Schools (currently under review)

Goal Area #3: Community Voice

Goal Area 3: Create methods to regularly engage community voice with board members, specifically focusing on traditionally unheard community voices.

Number of communications between traditionally marginalized community members and board members: Approximately 26

Number of events attended by traditionally marginalized community members that board members attended: Approximately 31

Goal Achieved

*Data includes information from prior board members

Annual Governance Reflection Areas

RICHFIELD PUBLIC SCHOOLS

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

Reflective Questions for the Board

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- How would we assess our overall board functioning this year?
- Was the goal process effective at keeping us focused on our priorities?
- What major goal areas should we consider for next year?

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PUBLIC SCHOOLS

Discussion

Enriqueciendo y acelerando el aprendizaje

Administrative Guideline 209.1: Board Self-Evaluation Form

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

Yearly Goal Setting
Goal Area 1:

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

Goal Area 2:

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

Goal Area 3:

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

Annual Governance Reflection Areas

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

Calendar

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

Dated: 1/3/2023

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Enriqueciendo y acelerando el aprendizaje

RPS Board Goals 23-24

Goal Area 1: Thoroughly and transparently communicate information to the public related to the technology levy and operating referendum.

How this goal aligns to the District's strategic plan and yearly priorities:

- Aligns to the following goals from the Business & Operations section of the 21-26 Strategic Plan:
  - "We will maintain financial accountability and transparency as part of our responsibility to the community of Richfield."
  - "We will continue to invest in technology resources for students, staff and families."
- If passed, the technology levy and operating referendum will provide financial stability for the District for at least the next 10 years.

Measures of success for this goal in the current academic year:

- Number of informational events where a board member presented information to the community.
- Number of total votes cast.

Goal Area 2: Review board policies using a lens supported by the equity and gender inclusion policies.

How this goal aligns to the District's strategic plan and yearly priorities:

- Aligns to the following goals from the 21-26 Strategic Plan:
  - Academics: "We will address the educational debt owed to marginalized communities to ensure equitable outcomes for all students."
  - Climate & Culture: "We will support and celebrate diversity to provide a welcoming environment."
  - Activities: "We will increase student participation in activity programs and better align the demographics of participating students with those of the overall student population."
- Previous policy updates made with equity and inclusion in mind have led to the priorities that are now at the forefront of District work (such as with the transition to standards-based grading). This will also be the case moving into the future.

Measures of success for this goal in the current academic year:

- Review process completion for 20-25 policies this year will signal success on this goal. MDE's Equity Magnifier tool (attached) could be used as a methodology for reviewing each policy.

Goal Area 3: Create methods to regularly engage community voice with board members, specifically focusing on traditionally unheard community voices.

How this goal aligns to the District's strategic plan and yearly priorities:

- Aligns to the following goals from the 21-26 Strategic Plan:
  - Climate & Culture: "We will provide new opportunities for parent involvement to strengthen connections between home and school."
  - Climate & Culture: "We will provide new opportunities for community involvement to strengthen connections between the Richfield community and school."
  - Activities: "We will increase attendance at games and performances to foster a greater sense of community."
  - Communication & Marketing: "We will support the positive reputation of Richfield Public Schools."
- Aligns to the District priority of elevating student voice and valuing bilingualism.

Measures of success for this goal in the current academic year:

- Number of communications between traditionally marginalized community members and board members.
- Number of events attended by traditionally marginalized community members that board members attended.

INFORMATION AND PROPOSALS – NON-ACTION ITEMS **Agenda Item III.C.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

Subject: Commendations

RPS would like to commend the Marketing & Communications Department, who were recently awarded the following honors by the National School Public Relations Association (NSPRA):

- Golden Achievement Award: Referendum Campaign (in partnership with CEL)
- Publications and Digital Media Excellence
    - Award of Excellence: Spartan Crew blog post by Laura Hrad (Otterness)
    - Award of Merit: last year's Your Schools tabloid (in partnership with CEL)
    - Honorable Mention: staff newsletter by Laura Hrad (Otterness)

Congratulations to Jennifer Valley and Laura Hrad, as well as our partners at CEL. These awards are richly deserved by our talented team members. Thank you for your hard work to help RPS shine!

RPS would also like to commend Sam Weaver, Native American/Indigenous Education Coordinator for her highly successful first year serving in the role. This past school year, Sam's diligence has resulted in increased grant funding for the program, additional supports for Native/Indigenous students and families, significantly increased family participation in AIPAC and a number of new events, including a ribbon dress making night, family literacy night featuring a Native author and the first RHS Powwow. Thank you to Sam for your dedication to RPS students and families!

CONSENT AGENDA – FOR ACTION **Agenda Item IV.A.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

Subject: Routine Matters

(Recommended by the superintendent)

That the board of education approve the attached routine business items.

Attachments:

Items for Monthly/Bimonthly Approval:
Minutes of the Regular Meeting held June 24, 2024
- Disbursements from the June 24, 2024 Meeting
- Checks & E-pay Register from the June 24, 2024 Meeting
- Superintendent's Report and Agenda Meeting Minutes from June 24, 2024

General Disbursements as of 7/9/24 in the Amount of $2,027,084.95
- Disbursements for the July 15, 2024 Meeting
- Checks & E-pay Register for the July 15, 2024 Meeting

Investment Holdings

Items for Annual Approval
Designation of Depositories
Signatories on Deposit Accounts
Signatories on MCU Depository Accounts
Wire Transfer Funds Authorization
Official Newspaper Designation
Legal Counsel Authorization
Membership in Associations
Board Secretary Approval

P-CARD,CHECK RUNS, E-PAYS & WIRES FOR 06/24/2024 BOARD REPORTS

BANK 05	DATE	AMOUNT
Checks	5/29/2024	6,080.00
	5/31/2024	154,630.83
	6/5/2024	347,429.09
	6/6/2024	241,855.61
	6/7/2024	60,690.12
	6/13/2024	443,873.24
	6/17/2024	247,173.85
	6/18/2024	647.38
P-Cards		
MAY 2024 Pcards	6/5/2024	66,094.09
E-Pays	6/6/2024	5,386.78
	6/17/2024	6,305.79
CHECK REGISTER BANK 05 TOTAL =		**1,580,166.78**

BREAKDOWN		
01-206-00		583,081.25
02-206-00		87,409.61
03-206-00		697,967.45
04-206-00		27,333.15
06-206-00		60,000.00
07-206-00		-
18-206-00		-
20-206-00		122,949.64
21-206-00		1,425.68
47-206-00		-
	BANK TOTAL =	**1,580,166.78**

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	311713	05/29/2024	HORIZON EQUIPMENT	R	4,576.00
01	311714	05/29/2024	WHIRLYBALL TWIN CITIES	R	1,504.00
01	311715	05/31/2024	ANNIES FROZEN YOGURT	R	56.00
01	311716	05/31/2024	ARCHETYPE	R	1,150.00
01	311717	05/31/2024	BIX FRUIT COMPANY	R	8,719.40
01	311718	05/31/2024	BLUUM OF MINNESOTA, LLC	R	9,736.40
01	311719	05/31/2024	BRIDGING, INC.	R	2,000.00
01	311720	05/31/2024	BSI MECHANICAL, INC.	R	17,669.36
01	311721	05/31/2024	BSN SPORTS, LLC	R	2,025.00
01	311722	05/31/2024	CIRCA	R	3,300.00
01	311723	05/31/2024	DISCOUNT SCHOOL SUPPLY	R	829.37
01	311724	05/31/2024	HD SUPPLY FORMERLY HOME DEPOT PRO	R	804.34
01	311725	05/31/2024	HERFF JONES INC	R	3,267.71
01	311726	05/31/2024	KEMPS LLC	V	0.00
01	311727	05/31/2024	KEMPS LLC	R	5,435.11
01	311728	05/31/2024	LOFFLER COMPANIES	R	158.84
01	311729	05/31/2024	MADISON NATIONAL LIFE INS CO INC	R	5,599.58
01	311730	05/31/2024	MASSP-MN ASSOCIATION	R	1,869.00
01	311731	05/31/2024	MAXORPLUS, LTD	R	35,689.08
01	311732	05/31/2024	MOLLY ANTHONY	R	657.00
01	311733	05/31/2024	PAES PRODUCTIONS, INC.	R	10,398.92
01	311734	05/31/2024	PAN O GOLD BAKING CO	R	51.00
01	311735	05/31/2024	PROPIO LS, LLC	R	237.98
01	311736	05/31/2024	REGENTS OF THE U OF MINNESOTA	R	2,500.00
01	311737	05/31/2024	SAFEWAY DRIVING SCHOOL	R	5,280.00
01	311738	05/31/2024	SMART KIDS 101	R	317.00
01	311739	05/31/2024	SQUIRES, WALDSPURGER & MACE, P.A.	R	687.45
01	311740	05/31/2024	STEVE WEISS MUSIC INC	R	4,983.00
01	311741	05/31/2024	TRIO SUPPLY COMPANY	R	1,166.27
01	311742	05/31/2024	UPPER LAKES FOODS	R	22,350.68
01	311743	05/31/2024	XCEL ENERGY	R	6,319.84
01	311744	05/31/2024	YOUTH ENRICHMENT LEAGUE (YEL!)	R	1,372.50
01	311745	06/05/2024	MTN-METROPOLITAN TRANSP NETWORK	R	335,730.67
01	311746	06/05/2024	SEPTRAN STUDENT TRANSPORTATION	R	7,280.00
01	311747	06/05/2024	VOIGT'S MOTORCOACH TRAVEL, INC.	R	4,418.42
01	V2401908	06/05/2024	P-CARD BAIRD LISA	R	2,945.69
01	V2401909	06/05/2024	P-CARD BARLOW ERICA	R	6,791.07
01	V2401910	06/05/2024	P-CARD BLUMA, MEGAN BOLLIG	R	82.96
01	V2401911	06/05/2024	P-CARD BROWN MATTHEW	R	1,498.47
01	V2401912	06/05/2024	P-CARD BRUNNER PATTI	R	6,472.95
01	V2401913	06/05/2024	P-CARD CARUSO MATTHEW	R	58.24
01	V2401914	06/05/2024	P-CARD CRUZ ESTEVA JENNIFER	R	4,297.52
01	V2401915	06/05/2024	P-CARD EDWARDS NATHAN	R	225.45
01	V2401916	06/05/2024	P-CARD FREEBURG DAVID	R	3,898.14
01	V2401917	06/05/2024	P-CARD GONZALEZ CHRISTINA	R	4,043.34
01	V2401918	06/05/2024	P-CARD KRETSINGER DAN	R	1,790.06
01	V2401919	06/05/2024	P-CARD LEIKNES LISA	R	640.49
01	V2401920	06/05/2024	P-CARD LEWIS JENNIFER	R	1,463.78
01	V2401921	06/05/2024	P-CARD LUNDY MICHELLE	R	4,616.41
01	V2401922	06/05/2024	P-CARD MAHONEY COLLEEN	R	774.72
01	V2401923	06/05/2024	P-CARD MANNING MICHAEL	R	193.89
01	V2401924	06/05/2024	P-CARD MCGINN DAN	R	679.91
01	V2401925	06/05/2024	P-CARD MCINNES CALLEN	R	19.96
01	V2401926	06/05/2024	P-CARD MORALES LIZETTE	R	8,791.38
01	V2401927	06/05/2024	P-CARD PETERSON CHRIS	R	2,052.04
01	V2401928	06/05/2024	P-CARD SACHER GRACE	R	93.10
01	V2401929	06/05/2024	P-CARD SHAHSAVAND MARTA	R	1,703.70
01	V2401930	06/05/2024	P-CARD SKARE-KLECKER AMY	R	3,187.35

01	V2401931	06/05/2024	P-CARD SMITH DANE	R	23.99
01	V2401932	06/05/2024	P-CARD STACHEL NANCY	R	1,810.16
01	V2401933	06/05/2024	P-CARD VALLEY JENNIFER	R	1,411.53
01	V2401934	06/05/2024	P-CARD VENTURA PEREZ RAMIRO	R	312.62
01	V2401935	06/05/2024	P-CARD WILLHITE KASYA	R	2,130.89
01	V2401936	06/05/2024	P-CARD WOODS KELLY	R	1,513.76
01	V2401937	06/05/2024	P-CARD YUNKER AUBREE	R	2,570.52
01	311748	06/06/2024	AIM ELECTRONICS INC	R	20,741.72
01	311749	06/06/2024	AMF SOUTHTOWN LANES	R	514.36
01	311750	06/06/2024	ANOKA-HENNEPIN SCHOOL DIST #11	R	343.95
01	311751	06/06/2024	ARVIG ENTERPRISES INC	R	1,307.90
01	311752	06/06/2024	B&B AUTO	R	389.00
01	311753	06/06/2024	AVANT GUARD FLAGS & COSTUMES, LLC	R	860.75
01	311754	06/06/2024	BARNES & NOBLE BOOK	R	230.46
01	311755	06/06/2024	BRAEMAR GOLF COURSE	R	290.56
01	311756	06/06/2024	BRIDGING, INC.	R	275.00
01	311757	06/06/2024	BSI MECHANICAL, INC.	R	567.00
01	311758	06/06/2024	CAPTIVATE MEDIA & CONSULTING	R	1,517.76
01	311759	06/06/2024	CDW GOVERNMENT INC	R	3,714.72
01	311760	06/06/2024	CENTURYLINK	R	47.00
01	311761	06/06/2024	CINTAS CORPORATION NO 2	R	140.01
01	311762	06/06/2024	COMCAST BUSINESS	R	414.80
01	311763	06/06/2024	CULLIGAN SOFT WATER	R	10.95
01	311764	06/06/2024	CURRICULUM ASSOCIATES, LLC	R	16,290.50
01	311765	06/06/2024	D.E.L.O.R.E.S WORKS, INC.	R	3,756.25
01	311766	06/06/2024	DELASALLE HIGH SCHOOL	R	137.28
01	311767	06/06/2024	DEMOREST CONNOR	R	85.00
01	311768	06/06/2024	DICKS SANITATION SERVICE, INC (DSI)	R	8,107.47
01	311769	06/06/2024	ELIZABETH MORAVEC	R	1,400.00
01	311770	06/06/2024	ERIN EL AMATOURY	R	400.00
01	311771	06/06/2024	ETTEL & FRANZ ROOFING CO	R	10,225.00
01	311772	06/06/2024	EVENSON SHAWN	R	85.00
01	311773	06/06/2024	FASTEST LABS OF BLOOMINGTON	R	628.00
01	311774	06/06/2024	FLANERY-OLSON, JODI	R	599.00
01	311775	06/06/2024	GANNON, ANDREW T	R	85.00
01	311776	06/06/2024	WW GRAINGER INC	R	1,296.63
01	311777	06/06/2024	GRALAPP, CRAIG	R	85.00
01	311778	06/06/2024	HILLYARD MINNEAPOLIS	R	17,334.17
01	311779	06/06/2024	ICS CONSULTING, LLC - 138006	R	60,000.00
01	311780	06/06/2024	INIAH, CRIS	R	28.75
01	311781	06/06/2024	JOSTENS INC	R	474.36
01	311782	06/06/2024	KINECT ENERGY INC	R	547.00
01	311783	06/06/2024	LINDSAY STONE	R	1,000.00
01	311784	06/06/2024	LISA STOCCO	R	1,600.00
01	311785	06/06/2024	MARK SCHUMACHER	R	400.00
01	311786	06/06/2024	MASA/MASE	R	1,345.00
01	311787	06/06/2024	MAXORPLUS, LTD	R	38,552.49
01	311788	06/06/2024	MEDICARE	R	2,058.01
01	311789	06/06/2024	METROPOLITAN MECHANICAL CONTRACTORS	R	2,952.54
01	311790	06/06/2024	MINNESOTA HISTORICAL SOCIETY	R	1,750.00
01	311791	06/06/2024	MSBA-MINNESOTA SCHOOL BOARD ASSOC	R	60.00
01	311792	06/06/2024	MTI DISTRIBUTING CO	R	181.15
01	311793	06/06/2024	MURTHA WILLIAM	R	85.00
01	311794	06/06/2024	NAPA AUTO PARTS	R	222.30
01	311795	06/06/2024	NCS PEARSON INC	R	1,390.76
01	311796	06/06/2024	NEI ELECTRIC, INC.	R	2,889.06
01	311797	06/06/2024	ONEBRIDGE BENEFITS INC.	R	5,303.50
01	311798	06/06/2024	PAYDHEALTH	R	4,138.10
01	311799	06/06/2024	PIONEER MANUFACTURING COMPANY	R	957.38

01	311800	06/06/2024	SAFEWAY DRIVING SCHOOL	R	5,370.00
01	311801	06/06/2024	SHANE CODY	R	1,200.00
01	311802	06/06/2024	SHERWIN WILLIAMS CO	R	41.89
01	311803	06/06/2024	SITEONE LANDSCAPE SUPPLY LLC	R	187.10
01	311804	06/06/2024	TAFFE SARAH ANN	R	4,575.92
01	311805	06/06/2024	TEACHER CREATED MATERIALS, INC	R	153.89
01	311806	06/06/2024	TINA PROCTOR	R	400.00
01	311807	06/06/2024	API GARAGE DOOR, INC.	R	1,602.50
01	311808	06/06/2024	VERIZON WIRELESS	R	392.10
01	311809	06/06/2024	XCEL ENERGY	R	10,116.57
01	V613877	06/06/2024	MICHELLE L AXELL	R	70.00
01	V613878	06/06/2024	ERICA T BARLOW	R	70.00
01	V613879	06/06/2024	RONALD S BLANKENSHIP	R	139.55
01	V613880	06/06/2024	MARY L CLARKSON	R	70.00
01	V613881	06/06/2024	LATANYA R DANIELS	R	70.00
01	V613882	06/06/2024	KRYSTAL M DEGRAW	R	70.00
01	V613883	06/06/2024	KRISTI A DINGMAN	R	134.54
01	V613884	06/06/2024	PETER J FITZPATRICK	R	40.00
01	V613885	06/06/2024	DAVID A FREEBURG	R	70.00
01	V613886	06/06/2024	RACHEL GENS	R	70.00
01	V613887	06/06/2024	AREND J GEURINK	R	70.00
01	V613888	06/06/2024	JAMES A GILLIGAN	R	1,055.13
01	V613889	06/06/2024	CHRISTINA M GONZALEZ	R	70.00
01	V613890	06/06/2024	KYLE L GUSTAFSON	R	40.00
01	V613891	06/06/2024	KEVIN D HARRIS	R	40.00
01	V613892	06/06/2024	MICHAEL G HARRIS	R	550.60
01	V613893	06/06/2024	JONATHAN W HEYER	R	70.00
01	V613894	06/06/2024	JAMES L HILL	R	40.00
01	V613895	06/06/2024	JESSICA M HOFFMAN	R	40.00
01	V613896	06/06/2024	CRAIG D HOLJE	R	70.00
01	V613897	06/06/2024	BAILEY D KRETSINGER	R	54.00
01	V613898	06/06/2024	DANIEL E KRETSINGER	R	70.00
01	V613899	06/06/2024	ANOOP KUMAR	R	40.00
01	V613900	06/06/2024	SHANNON J LINDBERG	R	40.00
01	V613901	06/06/2024	JOHN M LORENZINI	R	70.00
01	V613902	06/06/2024	COLLEEN M MAHONEY	R	70.00
01	V613903	06/06/2024	MICHAEL A MANNING	R	70.00
01	V613904	06/06/2024	DANIEL P MCGINN	R	40.00
01	V613905	06/06/2024	DOUG R MCMEEKIN	R	70.00
01	V613906	06/06/2024	KENT D MEYER	R	70.00
01	V613907	06/06/2024	ALECIA M MOBLEY	R	262.96
01	V613908	06/06/2024	KATRINA L MORGAN	R	40.00
01	V613909	06/06/2024	ERIN H NEILON	R	40.00
01	V613910	06/06/2024	ROBERT G OLSON	R	40.00
01	V613911	06/06/2024	LAURA B OTTERNESS	R	70.00
01	V613912	06/06/2024	MARK S PEDERSEN	R	40.00
01	V613913	06/06/2024	CHRISTOPHER A PETERSON	R	70.00
01	V613914	06/06/2024	CASSANDRA QUAM	R	70.00
01	V613915	06/06/2024	RENEE C REED-KARSTENS	R	40.00
01	V613916	06/06/2024	KEITH D RIEF	R	40.00
01	V613917	06/06/2024	ASHLEY SCHAEFER	R	70.00
01	V613918	06/06/2024	MARTA I SHAHSAVAND	R	70.00
01	V613919	06/06/2024	AMY B SKARE-KLECKER	R	70.00
01	V613920	06/06/2024	NANCY J STACHEL	R	70.00
01	V613921	06/06/2024	ANGELA TAYLOR	R	70.00
01	V613922	06/06/2024	STACY THEIEN-COLLINS	R	70.00
01	V613923	06/06/2024	VLADIMIR S TOLEDO	R	40.00
01	V613924	06/06/2024	STEVEN P UNOWSKY	R	270.00
01	V613925	06/06/2024	CARRIE A VALA	R	70.00

01	V613926	06/06/2024	JENNIFER K VALLEY	R	70.00
01	V613927	06/06/2024	RYAN WAGNER	R	40.00
01	V613928	06/06/2024	REBECCA S WALD	R	40.00
01	V613929	06/06/2024	ALEXANDER WARD	R	70.00
01	V613930	06/06/2024	MICHELLE R WHITESIDE	R	70.00
01	V613931	06/06/2024	KASYA L WILLHITE	R	70.00
01	V613932	06/06/2024	KELLY L WOODS	R	70.00
01	311810	06/07/2024	ACT INC	R	16,768.00
01	311811	06/07/2024	ADVANCED COMMERCIAL KITCHENS	R	1,076.01
01	311812	06/07/2024	BIRCHBARK BOOKS, HERBS & NATIVE ART	R	1,448.99
01	311813	06/07/2024	BIX FRUIT COMPANY	R	8,153.66
01	311814	06/07/2024	BEARY SPECIAL WORKSHOPS	R	2,695.50
01	311815	06/07/2024	INCUBATE TO INNOVATE, LLC	R	3,000.00
01	311816	06/07/2024	KEMPS LLC	R	1,777.15
01	311817	06/07/2024	NATALIE D RASMUSSEN	R	7,500.00
01	311818	06/07/2024	PAN O GOLD BAKING CO	R	170.10
01	311819	06/07/2024	PREMIUM WATERS INC	R	36.00
01	311820	06/07/2024	SNA-SCHOOL NUTRITION	R	20.00
01	311821	06/07/2024	TRIO SUPPLY COMPANY	R	1,060.86
01	311822	06/07/2024	UPPER LAKES FOODS	R	16,983.85
01	311823	06/13/2024	AFFINETY SOLUTIONS, INC.	R	2,500.00
01	311824	06/13/2024	ALLIED PROFESSIONALS, INC.	R	1,518.00
01	311825	06/13/2024	ANTHOLOGIE, LLC	R	752.50
01	311826	06/13/2024	ARCHETYPE	R	2,457.00
01	311827	06/13/2024	AVAIL ACADEMY	R	580.36
01	311828	06/13/2024	AZURE ADLER	R	312.00
01	311829	06/13/2024	BAITUL HIKMAH ACADEMY	R	303.06
01	311830	06/13/2024	THE BIRCH AGENCY INC	R	4,246.00
01	311831	06/13/2024	BIRCHBARK BOOKS, HERBS & NATIVE ART	R	84.94
01	311832	06/13/2024	BIX FRUIT COMPANY	R	9,094.19
01	311833	06/13/2024	BLAKE SCHOOL	R	137.41
01	311834	06/13/2024	BRECK SCHOOL	R	407.90
01	311835	06/13/2024	BRIDGING, INC.	R	720.00
01	311836	06/13/2024	BSN SPORTS, LLC	R	2,623.90
01	311837	06/13/2024	CATALYST BUYING GROUP LLC	R	2,348.23
01	311838	06/13/2024	CENTURYLINK	R	71.00
01	311839	06/13/2024	CHESTERTON ACADEMY	R	448.18
01	311840	06/13/2024	CINTAS CORPORATION NO 2	R	140.01
01	311841	06/13/2024	CITY OF RICHFIELD	R	482.36
01	311842	06/13/2024	COMCAST BUSINESS	R	549.80
01	311843	06/13/2024	CONCORDIA ACADEMY	R	289.12
01	311844	06/13/2024	LOVING GUIDANCE LLC	R	250.00
01	311845	06/13/2024	CONSOLIDATED COMMUNICATIONS	R	3,240.58
01	311846	06/13/2024	CRISTO REY JESUIT HIGH SCHOOL	R	3,122.82
01	311847	06/13/2024	DARK KNIGHT SOLUTIONS, LLC	R	350.00
01	311848	06/13/2024	ECM PUBLISHERS INC	R	141.60
01	311849	06/13/2024	EMI AUDIO	R	293.44
01	311850	06/13/2024	FASTENAL INDUSTRIAL	R	42.52
01	311851	06/13/2024	FINANGER PHILLIP J	R	603.75
01	311852	06/13/2024	FIRST BAPTIST CHURCH SCHOOLS	R	310.70
01	311853	06/13/2024	FLANDERS, ADAM R	R	150.00
01	311854	06/13/2024	FOURTH BAPTIST CHRISTIAN SCHOOLS	R	748.88
01	311855	06/13/2024	GEE TEEZ & COMPANY, LTD.	R	2,571.95
01	311856	06/13/2024	GINGER L LARSON	R	500.00
01	311857	06/13/2024	WW GRAINGER INC	R	213.92
01	311858	06/13/2024	GRISWOLD, KEVIN	R	85.00
01	311859	06/13/2024	GROTH MUSIC COMPANY	R	356.50
01	311860	06/13/2024	GROVES ACADEMY	R	734.12
01	311861	06/13/2024	HILLYARD MINNEAPOLIS	R	1,266.54

01	311862	06/13/2024	HOME DEPOT U.S.A.	R	639.85
01	311863	06/13/2024	HOPE ACADEMY	R	1,994.00
01	311864	06/13/2024	IIX INSURANCE INFORMATION EXCHANGE	R	53.50
01	311865	06/13/2024	IMAGINE LEARNING LLC	R	1,204.50
01	311866	06/13/2024	JUNK MASTERS LLC	R	1,200.00
01	311867	06/13/2024	JW PEPPER & SON INC	R	43.49
01	311868	06/13/2024	KEMPS LLC	R	1,124.40
01	311869	06/13/2024	LOFFLER	R	994.64
01	311870	06/13/2024	LOFFLER COMPANIES	R	445.41
01	311871	06/13/2024	MRI SOFTWARE LLC	R	147.00
01	311872	06/13/2024	MSNA-MN SCHOOL NUTRITION	R	1,440.00
01	311873	06/13/2024	MULTILINGUAL WORD INC	R	1,075.31
01	311874	06/13/2024	NAPA AUTO PARTS	R	4.50
01	311875	06/13/2024	NEWS 2 YOU INC	R	249.99
01	311876	06/13/2024	NORTH CENTRAL INTERNATIONAL, LLC	R	2,431.69
01	311877	06/13/2024	NORTHEAST METRO ISD 916	R	100.00
01	311878	06/13/2024	NOVAK JANICE SOPHIE	R	40.00
01	311879	06/13/2024	OKEY CHRIS	R	632.50
01	311880	06/13/2024	PAN O GOLD BAKING CO	R	606.56
01	311881	06/13/2024	PAUL H. BROOKES PUBLISHING CO., INC	R	25.00
01	311882	06/13/2024	PER MAR SECURITY SERVICES	R	43.50
01	311883	06/13/2024	PETERSON, LANDON W	R	517.50
01	311884	06/13/2024	POLLIS PARKER	R	86.25
01	311885	06/13/2024	POVOLNY KATHLEEN IGOE	R	72.00
01	311886	06/13/2024	PROCARE THERAPY	R	9,398.17
01	311887	06/13/2024	PROPIO LS, LLC	R	570.31
01	311888	06/13/2024	REBECCA MOUSSEAU	R	600.00
01	311889	06/13/2024	RED BALLOON BOOK STORE	R	3,772.22
01	311890	06/13/2024	REGION 3AA	R	16,430.00
01	311891	06/13/2024	SEVERSON LAUREL	R	100.00
01	311892	06/13/2024	SNA-SCHOOL NUTRITION	R	14.00
01	311893	06/13/2024	ST CROIX LUTHERAN	R	303.91
01	311894	06/13/2024	ST THOMAS ACADEMY	R	151.53
01	311895	06/13/2024	TOLL COMPANY	R	13.18
01	311896	06/13/2024	TOTINO GRACE HIGH SCHOOL	R	139.53
01	311897	06/13/2024	TRIO SUPPLY COMPANY	R	388.66
01	311898	06/13/2024	TRUGREEN LIMITED PARTNERSHIP	R	7,824.00
01	311899	06/13/2024	TWIN CITY TRANSPORTATION	R	314,714.80
01	311900	06/13/2024	UNITED CHRISTIAN ACADEMY	R	2,701.20
01	311901	06/13/2024	UNITED STATES TREASURY	R	3,696.00
01	311902	06/13/2024	UNIVERSITY LANGUAGE CENTER	R	206.80
01	311903	06/13/2024	VISITATION SCHOOL	R	1,235.76
01	311904	06/13/2024	VISTA HIGHER LEARNING	R	990.00
01	311905	06/13/2024	WETHINGTON, AUDREY	R	172.50
01	311906	06/13/2024	WORLD FUEL SERVICES, INC.	R	20,230.80
01	311907	06/17/2024	APPRIZE TECHNOLOGIES	R	240.00
01	311908	06/17/2024	BCBS OF MINNESOTA & BLUE PLUS	R	9,384.00
01	311909	06/17/2024	BRINK'S INCORPORATED	R	2,303.06
01	311910	06/17/2024	CANON USA	R	4,578.42
01	311911	06/17/2024	CITY OF RICHFIELD	R	8,975.31
01	311912	06/17/2024	CUB FOODS	R	1,409.53
01	311913	06/17/2024	DIGITAL INSURANCE LLC	R	3,607.00
01	311914	06/17/2024	EDUCATORS BENEFIT CONSULTANTS LLC	R	512.04
01	311915	06/17/2024	HEALTHJOY LLC	R	3,789.50
01	311916	06/17/2024	INTERMEDIATE DISTRICT 287	R	129,224.49
01	311917	06/17/2024	LARSON ENGINEERING	R	784.00
01	311918	06/17/2024	LOMAX CARLA	R	352.00
01	311919	06/17/2024	MAXORPLUS, LTD	R	31,996.89
01	311920	06/17/2024	MCGRAW-HILL EDUCATION, INC.	R	1,313.20

01	311921	06/17/2024	MDE/MASA	R	209.00
01	311922	06/17/2024	PAES PRODUCTIONS, INC.	R	41,530.60
01	311923	06/17/2024	RICHFIELD GIRLS FASTPITCH	R	300.00
01	311924	06/17/2024	RICHFIELD SOCCER ASSOCIATION	R	1,175.00
01	311925	06/17/2024	RYAN JEANNIE M	R	821.12
01	311926	06/17/2024	UNITED HEALTHCARE/AARP MEDICARE RX	R	109.60
01	311927	06/17/2024	UNITED HEARTHCARE /AARP MEDICARE RX	R	109.60
01	311928	06/17/2024	UNITEDHEALTHCARE	R	590.91
01	311929	06/17/2024	WOODCRAFT	R	3,858.58
01	V613933	06/17/2024	CASSIE J ACOSTACANO	R	84.15
01	V613934	06/17/2024	SHELBY TURNER BASTIAN	R	155.04
01	V613935	06/17/2024	JENNIFER C BERGSTROM	R	22.76
01	V613936	06/17/2024	ANI CASSELLIUS	R	55.84
01	V613937	06/17/2024	KIM M DARAITIS	R	284.91
01	V613938	06/17/2024	MASON DAVIES	R	465.19
01	V613939	06/17/2024	KRYSTAL M DEGRAW	R	260.12
01	V613940	06/17/2024	BRIT L EISELE	R	74.53
01	V613941	06/17/2024	ANGELA M FISH	R	78.05
01	V613942	06/17/2024	MICHELLE D FRANZ	R	31.89
01	V613943	06/17/2024	CHRISTINA M GONZALEZ	R	178.62
01	V613944	06/17/2024	SUZANNE A HILLER	R	335.00
01	V613945	06/17/2024	MARGARET R HOEHN	R	46.24
01	V613946	06/17/2024	JESSICA M HOFFMAN	R	107.47
01	V613947	06/17/2024	ERIN M HUBER	R	194.44
01	V613948	06/17/2024	DANIELLE M JASTROW	R	59.97
01	V613949	06/17/2024	BROOKE JOHNSON	R	39.46
01	V613950	06/17/2024	ALEXANDER S KALBOW	R	760.58
01	V613951	06/17/2024	NICKI KEEN DAWOLO	R	474.52
01	V613952	06/17/2024	LESLIE K KEGAN	R	223.80
01	V613953	06/17/2024	JOAN M LILJENQUIST	R	41.98
01	V613954	06/17/2024	RACHAEL R MILLET	R	17.99
01	V613955	06/17/2024	KATRINA L MORGAN	R	89.46
01	V613956	06/17/2024	ERIN H NEILON	R	186.80
01	V613957	06/17/2024	JAMES R PADDOCK	R	87.56
01	V613958	06/17/2024	DARBY L SWANK	R	9.72
01	V613959	06/17/2024	AMY M PONCE	R	33.21
01	V613960	06/17/2024	STEPHANIE A POPP	R	139.28
01	V613961	06/17/2024	RENEE C REED-KARSTENS	R	69.89
01	V613962	06/17/2024	LEAH ROCHE	R	10.00
01	V613963	06/17/2024	LORI A SCHMIDT	R	63.62
01	V613964	06/17/2024	JOSEPH D SOBRASKE	R	434.89
01	V613965	06/17/2024	TIFFANY J STECKER	R	179.88
01	V613966	06/17/2024	ANGELA TAYLOR	R	60.74
01	V613967	06/17/2024	MICHELLE T THOEMKE	R	190.56
01	V613968	06/17/2024	CHANTELLE E VAUGHN	R	38.52
01	V613969	06/17/2024	SAMANTHA WEAVER	R	413.23
01	V613970	06/17/2024	ABIGAIL WHALEN	R	10.00
01	V613971	06/17/2024	MICHELLE R WHITESIDE	R	80.16
01	V613972	06/17/2024	MELISSA J WILLIAMS	R	38.21
01	V613973	06/17/2024	AUBREE M YUNKER	R	177.51
01	311930	06/18/2024	MOO CHICKA POO	R	647.38
			TOTAL CHECKS, EPAYS & PCARDS		**1,580,166.78**

SUPERINTENDENT'S REPORT AND AGENDA

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

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

Monday, June 24, 2024
7 p.m. School Board Meeting

I. CALL TO ORDER

The regular meeting of the board of education of ISD 280, Hennepin County, Richfield, Minnesota was held on Monday, June 24, 2024 in the boardroom at the Richfield Public Schools District Office. Chair Cole called the regular board meeting to order at 7:02 p.m. with the following school board members in attendance: Carter, Liss, Pollis and Spencer. Banks Kupcho was delayed in joining the meeting.

Administrators present were Superintendent Unowsky, Assistant Superintendent Daniels and Chief HR & Administrative Officer Holje.

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. INFORMATION AND PROPOSALS - NON-ACTION ITEMS

A. Public Comment
B. Superintendent Update
    1. District 287 Partnership Presentation
    2. Q Comp Annual Report

Banks Kupcho joined the meeting at 7:56 p.m.

    3. Vision Cards End of Year Update, Part 2
    4. Superintendent Goals
C. Commendation

IV. CONSENT AGENDA

A. Routine Matters
    1. Minutes of the Regular Meeting held June 3, 2024
    2. General Disbursements as of 6/18/24 in the Amount of $1,580,166.78
    3. Year-to-Date Finance Update
B. Personnel Items

Management Full Time Resignation

Krystal DeGraw – Special Education Supervisor – District Wide
Effective: 6/30/2024
Yrs. of Exp: 1

Certified Full Time Year 1 of 1
Olivia Lietzau - Elementary Teacher – STEM Elementary
Effective: 8/20/2024
Mary Kondrak – ECSE Teacher – Central
Effective: 8/20/2024
Kelly Buffington – Spec. Ed. Teacher DCD Center Based – Richfield Middle School
Effective: 8/20/2023
Sophia Haugland – EL Teacher – Richfield Middle and Senior High School
Effective: 8/20/2023
Alicia Kirby – Social Studies Teacher – Richfield Middle School
Effective: 8/20/2023

Certified Full Time Resignation
Chantelle Vaughn – School Social Worker – District Wide
Effective: June 18, 2024
Yrs. of Exp: 4
Robin Conley – Special Ed Teacher – Richfield Senior High School
Effective: June 7, 2024
Yrs. of Exp: 12

Classified Full Time Facilities and Transportation Employment
Alan Ramirez Carrero - Night Lead - Richfield Middle School
Effective: 06/07/2024

Classified Full Time Paraprofessional Employment
Stephanie Carter – Paraprofessional - Richfield Middle School
Effective: 09/04/2024
Stacey Ruud - Special Education Paraprofessional - Richfield South Education Center
Effective: 09/04/2024
Rodney Cook - Special Education Paraprofessional - Richfield South Education Center
Effective: 09/04/2024

Classified Full Time Food and Nutrition Services Resignation
Alan Ramirez Carrero - Kitchen Assistant - Richfield Senior High School
Effective: 06/06/2024

Classified Full Time Facilities and Transportation Resignation
Kyle Gustafson - Head Custodian - Richfield Senior High School
Effective: 07/01/2024
Jon Olson - Bus Driver - Richfield Senior High School
Effective: 07/05/2024

Classified Full Time Paraprofessional Resignation
Regina Guiracocha - Instructional Paraprofessional – Sheridan Hills Elementary

Effective: 06/07/2024

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

V. NEW BUSINESS

A. 2024-2025 Proposed Budget

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

B. Termination and Nonrenewal of Probationary Teaching Contract

Motion by Pollis, seconded by Liss, and unanimously carried, the board of education approved the resolution.

C. Resolution Certifying the Population Estimate for the 2024 Payable 2025 Levy of ISD 280

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

D. Policy 563: Advertising in the Schools - first read
E. Donations

Motion by Spencer, seconded by Carter, and unanimously carried, the board of education accepted the donations with gratitude.

VI. ADVANCE PLANNING

A. Legislative Update
B. Information and Questions from Board
C. Suggested/Future Agenda Items
D. Future Meeting Dates

7-15-2024	7 p.m.	Regular Board Meeting - Public Comment
8-5-2024	7 p.m.	Regular Board Meeting

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

Motion by Carter, seconded by Banks Kupcho, and unanimously carried, the board of education moved into closed session at 9:39 p.m. Attending the closed session were Carter, Cole, Liss, Pollis and Spencer. Superintendent Unowsky was also present.

IX. REOPEN MEETING

Motion by Pollis, seconded by Carter, and unanimously carried, the board of education moved into open session at 10:31 p.m. with the following board members present: Carter, Cole, Liss, Pollis and Spencer. Superintendent Unowsky was also present.

X. ADJOURN REGULAR MEETING

Chair Cole adjourned the meeting at 10:32 p.m.

P-CARD,CHECK RUNS, E-PAYS & WIRES FOR 07/15/2024 BOARD REPORTS

BANK 05	DATE	AMOUNT
Checks	6/21/2024	160,397.33
	6/25/2024	189,217.41
	6/28/2024	168,687.07
	7/1/2024	238,849.15
	7/2/2024	2,722.65
	7/2/2024	106,578.33
	7/9/2024	1,093,104.31
E-Pays	6/26/2024	4,159.47
	7/8/2024	3,290.00
Wire Transfer	7/1/2024	60,079.23
CHECK REGISTER BANK 05 TOTAL =		**2,027,084.95**

BREAKDOWN		
01-206-00		1,224,139.87
02-206-00		37,895.88
03-206-00		562,085.94
04-206-00		10,656.07
06-206-00		71,356.97
07-206-00		-
18-206-00		-
20-206-00		120,373.10
21-206-00		577.12
47-206-00		-
	BANK TOTAL =	**2,027,084.95**

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	311931	06/21/2024	BLAKE SCHOOL	R	370.61
01	311932	06/21/2024	BSN SPORTS, LLC	R	599.99
01	311933	06/21/2024	COLLEGE BOARD	R	12,538.00
01	311934	06/21/2024	DELASALLE HIGH SCHOOL	R	137.28
01	311935	06/21/2024	GYALTSEN MADONGTSANG	R	271.75
01	311936	06/21/2024	HERFF JONES INC	R	16,140.51
01	311937	06/21/2024	HUNG TRUONG	R	66.80
01	311938	06/21/2024	INTERMEDIATE DISTRICT 287	R	1,231.85
01	311939	06/21/2024	ISD 271 JEFFERSON HIGH SCHOOL	R	969.39
01	311940	06/21/2024	MATRIX COMMUNICATIONS, INC	R	14,660.10
01	311941	06/21/2024	MAXORPLUS, LTD	R	63,291.21
01	311942	06/21/2024	MICHELLE MATHIAS	R	5.25
01	311943	06/21/2024	MIDWEST LOCK & SAFE, INC.	R	3,362.99
01	311944	06/21/2024	NEW LIFE ENTERPRISE	R	685.00
01	311945	06/21/2024	PITNEY BOWES BANK PURCHASE POWER	R	2,400.00
01	311946	06/21/2024	PROCARE THERAPY	R	3,588.80
01	311947	06/21/2024	RATWIK ROSZAK & MALONEY PA	R	265.00
01	311948	06/21/2024	RENEE TRIMBLE, ABBY JACK, LLC	R	162.95
01	311949	06/21/2024	SAFETYFIRST PLAYGROUND MAINTENANCE	R	3,992.46
01	311950	06/21/2024	STRATEGIC STAFFING SOLUTIONS	R	18,751.00
01	311951	06/21/2024	THREE RIVERS PARK DISTRICT	R	374.33
01	311952	06/21/2024	UPPER LAKES FOODS	R	11,625.79
01	311953	06/21/2024	VISITATION SCHOOL	R	150.00
01	311954	06/21/2024	XCEL ENERGY	R	4,756.27
01	311955	06/25/2024	ADVANCED COMMERCIAL KITCHENS	R	1,024.46
01	311956	06/25/2024	AMERICAN ACCESSORIES FOR BAND, LLC	R	209.40
01	311957	06/25/2024	BEST BUY BUSINESS ADVANTAGE	R	6,709.71
01	311958	06/25/2024	THE BIRCH AGENCY INC	R	1,056.00
01	311959	06/25/2024	BIX FRUIT COMPANY	R	1,892.18
01	311960	06/25/2024	BRIN GLASS COMPANY	R	646.00
01	311961	06/25/2024	CAPITAL ONE TRADE CREDIT	R	48.42
01	311962	06/25/2024	CEDAR SMALL ENGINE	R	17.95
01	311963	06/25/2024	CINTAS CORPORATION NO 2	R	280.02
01	311964	06/25/2024	CITY OF RICHFIELD	R	1,233.85
01	311965	06/25/2024	LOVING GUIDANCE LLC	R	5,970.00
01	311966	06/25/2024	CONTEMPORARY TRANSPORTATION LLC	R	31,786.00
01	311967	06/25/2024	CUMMINS INC	R	599.81
01	311968	06/25/2024	ECOLAB INC	R	1,165.67
01	311969	06/25/2024	FREEWAY FORD	R	133.94
01	311970	06/25/2024	GONZALEZ JOSUE	R	145.89
01	311971	06/25/2024	WW GRAINGER INC	R	704.17
01	311972	06/25/2024	HAWKINS INC	R	20.00
01	311973	06/25/2024	HILLYARD MINNEAPOLIS	R	2,152.08
01	311974	06/25/2024	INSTITUTE FOR ENVIROMENTAL	R	2,155.50
01	311975	06/25/2024	JENNIE KAPPENMAN	R	6,000.00
01	311976	06/25/2024	KEMPS LLC	R	1,431.00
01	311977	06/25/2024	KOCH SCHOOL BUS SERVICE, INC.	R	1,485.10
01	311978	06/25/2024	LEROY'S GREAT BEAR	R	20.00
01	311979	06/25/2024	MADISON NATIONAL LIFE INS CO INC	R	26,778.10
01	311980	06/25/2024	MCDONOUGH'S SEWER SERVICES, INC.	R	500.00
01	311981	06/25/2024	MEDSOURCE SALES LLC	R	980.00
01	311982	06/25/2024	METROPOLITAN MECHANICAL CONTRACTORS	R	6,628.65
01	311983	06/25/2024	MINNEAPOLIS COMMUNITY EDUCATION	R	596.00
01	311984	06/25/2024	NAPA AUTO PARTS	R	346.86
01	311985	06/25/2024	NORTH CENTRAL INTERNATIONAL, LLC	R	3,200.41
01	311986	06/25/2024	NORTHERN STAR COUNCIL / BSA	R	220.00
01	311987	06/25/2024	OCCUPATIONAL MEDICINE CONSULTANTS	R	75.00
01	311988	06/25/2024	ON SITE SANITATION	R	1,609.58

01	311989	06/25/2024	PAN O GOLD BAKING CO	R	580.42
01	311990	06/25/2024	RM COTTON COMPANY	R	2,468.44
01	311991	06/25/2024	SCHOOL SERVICE EMPLOYEES UNION	R	7,550.82
01	311992	06/25/2024	SHERWIN WILLIAMS CO	R	1,122.39
01	311993	06/25/2024	SITEONE LANDSCAPE SUPPLY LLC	R	150.25
01	311994	06/25/2024	STONE ARCH STUDIO LLC	R	200.00
01	311995	06/25/2024	TRANSPORTATION PLUS, INC.	R	423.90
01	311996	06/25/2024	TRIO SUPPLY COMPANY	R	617.34
01	311997	06/25/2024	UPPER LAKES FOODS	R	5,518.78
01	311998	06/25/2024	UPPER MIDWEST ATHLETIC CONSTRUCTION	R	23,750.00
01	311999	06/25/2024	WIESE USA, INC.	R	224.50
01	312000	06/25/2024	XCEL ENERGY	R	38,429.82
01	312001	06/25/2024	ZONEONE LOCATING	R	359.00
01	V613974	06/26/2024	MICHAEL ANDRLE	R	29.12
01	V613975	06/26/2024	CHAD T ARMBRUSTER	R	87.12
01	V613976	06/26/2024	DAVID H BIPES	R	18.89
01	V613977	06/26/2024	KIM M DARAITIS	R	89.91
01	V613978	06/26/2024	DANIEL E KRETSINGER	R	341.03
01	V613979	06/26/2024	MAIA M MACK	R	483.53
01	V613980	06/26/2024	SHERRI L MEDVEC	R	25.76
01	V613981	06/26/2024	JEFFREY OLSON	R	233.12
01	V613982	06/26/2024	SAMANTHA WEAVER	R	150.18
01	V613983	06/26/2024	MICHELLE R WHITESIDE	R	14.89
01	V613984	06/26/2024	KASYA L WILLHITE	R	2,685.92
01	312002	06/28/2024	BLICK ART MATERIALS LLC	R	3,357.46
01	312003	06/28/2024	CITY OF RICHFIELD	R	5,769.89
01	312004	06/28/2024	D.E.L.O.R.E.S WORKS, INC.	R	17,500.00
01	312005	06/28/2024	DARRYL WALETZKO LLC	R	25,270.00
01	312006	06/28/2024	FREEWHEEL BIKE RICHFIELD	R	242.89
01	312007	06/28/2024	GEE TEEZ & COMPANY, LTD.	R	25.10
01	312008	06/28/2024	JW PEPPER & SON INC	R	1,924.99
01	312009	06/28/2024	KINECT ENERGY INC	R	11,867.88
01	312010	06/28/2024	KLETT WORLD LANGUAGES, INC.	R	9.50
01	312011	06/28/2024	MACKIN BOOK COMPANY	R	5,094.96
01	312012	06/28/2024	MAXORPLUS, LTD	R	29,234.05
01	312013	06/28/2024	MINNESOTA HUMANITIES CENTER	R	600.00
01	312014	06/28/2024	STEWART ZLIMEN & JUNGERS LTD	R	735.11
01	312015	06/28/2024	UNITED STATES TREASURER	R	830.00
01	312016	06/28/2024	WESTERN SPECIALTY CONTRACTORS INC	R	36,800.00
01	312017	06/28/2024	XCEL ENERGY	R	29,425.24
01	312018	07/01/2024	BROADWAY TEACHING GROUP	R	849.00
01	312019	07/01/2024	COMCAST	R	394.90
01	312020	07/01/2024	CURRICULUM ASSOCIATES, LLC	R	16,290.50
01	312021	07/01/2024	ACTIVE INTERNET TECHNOLOGIES, LLC	R	15,500.00
01	312022	07/01/2024	FOLLETT SCHOOL SOLUTIONS, LLC	R	13,366.77
01	312023	07/01/2024	GROUP MEDICAREBLUE RX	R	7,832.00
01	312024	07/01/2024	HEALTHJOY LLC	R	7,514.00
01	312025	07/01/2024	HOPE CHURCH	R	15,522.06
01	312026	07/01/2024	IDEAL ENERGIES SOLAR LEASE 2021,LLC	R	7,558.49
01	312027	07/01/2024	MINNESOTA DEPARTMENT OF HEALTH	R	180.00
01	312028	07/01/2024	MN DEPT HEALTH	R	280.00
01	312029	07/01/2024	NICHE.COM, INC.	R	3,302.50
01	312030	07/01/2024	POWERSCHOOL GROUP LLC	R	61,603.54
01	312031	07/01/2024	QUALTRICS, LLC	R	20,837.29
01	312032	07/01/2024	REGION 1 INFORMATION MGMT SERVICE	R	63,650.99
01	312033	07/01/2024	I3-MPN, LLC	R	750.00
01	312034	07/01/2024	VSP INSURANCE CO. (CT)	R	3,417.11
01	V2501938	07/01/2024	WELLS FARGO EQUIPMENT FINANCE	R	60,079.23
01	312035	07/02/2024	ANDERSON JULIE R	R	240.00

01	312036	07/02/2024	BRICKMAN JACQUYLYN	R	3,025.00
01	312037	07/02/2024	CATALYST BUYING GROUP LLC	R	1,452.13
01	312038	07/02/2024	CDW GOVERNMENT INC	R	3,728.19
01	312039	07/02/2024	CEL PUBLIC RELATIONS, INC.	R	5,530.00
01	312040	07/02/2024	GROTH MUSIC COMPANY	R	37.98
01	312041	07/02/2024	ICS CONSULTING, LLC - 138006	R	60,000.00
01	312042	07/02/2024	KELLER, DANIEL	R	150.00
01	312043	07/02/2024	KIDCREATE STUDIO	R	418.00
01	312044	07/02/2024	LOFFLER COMPANIES	R	11,870.86
01	312045	07/02/2024	NORTHWOODS PROMOTIONS WEST	R	360.00
01	312046	07/02/2024	NYSTROM PUBLISHING	R	8,473.97
01	312047	07/02/2024	STONE ARCH STUDIO LLC	R	200.00
01	312048	07/02/2024	WAYSIDE PUBLISHING	R	4,467.20
01	312049	07/02/2024	WEST MICHIGAN BAND INSTRUMENTS	R	6,625.00
01	312050	07/02/2024	CENTURYLINK	R	47.00
01	312051	07/02/2024	COMCAST BUSINESS	R	414.80
01	312052	07/02/2024	EDUCATORS BENEFIT CONSULTANTS LLC	R	512.04
01	312053	07/02/2024	KINECT ENERGY INC	R	547.00
01	312054	07/02/2024	ON SITE SANITATION	R	841.72
01	312055	07/02/2024	VERIZON WIRELESS	R	360.09
01	V613985	07/08/2024	MATTHEW ARNOLD	R	70.00
01	V613986	07/08/2024	MICHELLE L AXELL	R	70.00
01	V613987	07/08/2024	ERICA T BARLOW	R	70.00
01	V613988	07/08/2024	MARY L CLARKSON	R	70.00
01	V613989	07/08/2024	LATANYA R DANIELS	R	70.00
01	V613990	07/08/2024	KRYSTAL M DEGRAW	R	70.00
01	V613991	07/08/2024	PETER J FITZPATRICK	R	40.00
01	V613992	07/08/2024	DAVID A FREEBURG	R	70.00
01	V613993	07/08/2024	RACHEL GENS	R	70.00
01	V613994	07/08/2024	AREND J GEURINK	R	70.00
01	V613995	07/08/2024	JAMES A GILLIGAN	R	70.00
01	V613996	07/08/2024	CHRISTINA M GONZALEZ	R	70.00
01	V613997	07/08/2024	KEVIN D HARRIS	R	40.00
01	V613998	07/08/2024	MICHAEL G HARRIS	R	70.00
01	V613999	07/08/2024	JONATHAN W HEYER	R	70.00
01	V614000	07/08/2024	JAMES L HILL	R	40.00
01	V614001	07/08/2024	JESSICA M HOFFMAN	R	40.00
01	V614002	07/08/2024	CRAIG D HOLJE	R	70.00
01	V614003	07/08/2024	DANIEL E KRETSINGER	R	70.00
01	V614004	07/08/2024	ANOOP KUMAR	R	40.00
01	V614005	07/08/2024	SHANNON J LINDBERG	R	40.00
01	V614006	07/08/2024	JOHN M LORENZINI	R	70.00
01	V614007	07/08/2024	COLLEEN M MAHONEY	R	70.00
01	V614008	07/08/2024	MICHAEL A MANNING	R	70.00
01	V614009	07/08/2024	DANIEL P MCGINN	R	40.00
01	V614010	07/08/2024	DOUG R MCMEEKIN	R	70.00
01	V614011	07/08/2024	KENT D MEYER	R	70.00
01	V614012	07/08/2024	KATRINA L MORGAN	R	40.00
01	V614013	07/08/2024	ERIN H NEILON	R	40.00
01	V614014	07/08/2024	ROBERT G OLSON	R	40.00
01	V614015	07/08/2024	LAURA B OTTERNESS	R	70.00
01	V614016	07/08/2024	MARK S PEDERSEN	R	40.00
01	V614017	07/08/2024	CHRISTOPHER A PETERSON	R	70.00
01	V614018	07/08/2024	CASSANDRA QUAM	R	70.00
01	V614019	07/08/2024	RENEE C REED-KARSTENS	R	40.00
01	V614020	07/08/2024	KEITH D RIEF	R	40.00
01	V614021	07/08/2024	ASHLEY SCHAEFER	R	70.00
01	V614022	07/08/2024	AMY B SKARE-KLECKER	R	70.00
01	V614023	07/08/2024	NANCY J STACHEL	R	70.00

01	V614024	07/08/2024	ANGELA TAYLOR	R	70.00
01	V614025	07/08/2024	STACY THEIEN-COLLINS	R	70.00
01	V614026	07/08/2024	VLADIMIR S TOLEDO	R	40.00
01	V614027	07/08/2024	STEVEN P UNOWSKY	R	270.00
01	V614028	07/08/2024	CARRIE A VALA	R	70.00
01	V614029	07/08/2024	JENNIFER K VALLEY	R	70.00
01	V614030	07/08/2024	RYAN WAGNER	R	40.00
01	V614031	07/08/2024	REBECCA S WALD	R	40.00
01	V614032	07/08/2024	ALEXANDER WARD	R	70.00
01	V614033	07/08/2024	MICHELLE R WHITESIDE	R	70.00
01	V614034	07/08/2024	KASYA L WILLHITE	R	70.00
01	V614035	07/08/2024	KELLY L WOODS	R	70.00
01	312056	07/09/2024	ARVIG ENTERPRISES INC	R	3,807.90
01	312057	07/09/2024	CDW GOVERNMENT INC	R	484,548.00
01	312058	07/09/2024	CENTURYLINK	R	71.00
01	312059	07/09/2024	CINTAS CORPORATION NO 2	R	140.01
01	312060	07/09/2024	CONTINENTAL RESEARCH CORP	R	1,004.52
01	312061	07/09/2024	CULLIGAN SOFT WATER	R	10.95
01	312062	07/09/2024	CURRICULUM ASSOCIATES, LLC	R	4,000.00
01	312063	07/09/2024	DIGITAL INSURANCE LLC	R	3,607.00
01	312064	07/09/2024	LIMINEX, INC.	R	7,425.00
01	312065	07/09/2024	WW GRAINGER INC	R	379.78
01	312066	07/09/2024	HILLYARD MINNEAPOLIS	R	125.88
01	312067	07/09/2024	MINUTEMAN PRESS EDINA	R	288.10
01	312068	07/09/2024	ON SITE SANITATION	R	1,857.85
01	312069	07/09/2024	PREMIUM WATERS INC	R	36.00
01	312070	07/09/2024	SMARTSENSE BY DIGI	R	1,620.00
01	312071	07/09/2024	TOTAL NETWORX, INC	R	380.00
01	312072	07/09/2024	TWIN CITY FILTER SERVICE INC	R	297.64
01	312073	07/09/2024	VITAMINK12, LLC	R	1,200.00
01	312074	07/09/2024	ALL STATE COMMUNICATIONS INC	R	1,550.00
01	312075	07/09/2024	BIX FRUIT COMPANY	R	1,646.38
01	312076	07/09/2024	CEDAR SMALL ENGINE	R	180.37
01	312077	07/09/2024	CINTAS CORPORATION NO 2	R	140.01
01	312078	07/09/2024	CITY OF RICHFIELD	R	1,978.10
01	312079	07/09/2024	CONTINENTAL RESEARCH CORP	R	502.46
01	312080	07/09/2024	DARK KNIGHT SOLUTIONS, LLC	R	350.00
01	312081	07/09/2024	DICKS SANITATION SERVICE, INC (DSI)	R	7,925.49
01	312082	07/09/2024	ECM PUBLISHERS INC	R	1,830.20
01	312083	07/09/2024	ACTIVE INTERNET TECHNOLOGIES, LLC	R	6,440.45
01	312084	07/09/2024	WW GRAINGER INC	R	194.60
01	312085	07/09/2024	HD SUPPLY FORMERLY HOME DEPOT PRO	R	12.98
01	312086	07/09/2024	HILLYARD MINNEAPOLIS	R	1,172.49
01	312087	07/09/2024	HOGAN ASSESSMENT SYSTEMS INC	R	425.00
01	312088	07/09/2024	IIX INSURANCE INFORMATION EXCHANGE	R	61.20
01	312089	07/09/2024	INTEGRATED FIRE & SECURITY INC	R	1,250.00
01	312090	07/09/2024	KEMPS LLC	R	604.20
01	312091	07/09/2024	KREMER SERVICES LLC	R	2,367.63
01	312092	07/09/2024	KUSKE MARK	R	154.00
01	312093	07/09/2024	LAURA TREJO CASTRO	R	50.00
01	312094	07/09/2024	MAXORPLUS, LTD	R	18,690.33
01	312095	07/09/2024	MCDONOUGH'S SEWER SERVICES, INC.	R	1,108.80
01	312096	07/09/2024	MEGAN BROWN	R	6.70
01	312097	07/09/2024	METROPOLITAN MECHANICAL CONTRACTORS	R	1,793.17
01	312098	07/09/2024	MIDWEST BUS PARTS INC	R	143.02
01	312099	07/09/2024	MIDWEST SPECIAL INSTRUMENTS (MSI)	R	369.00
01	312100	07/09/2024	MRI SOFTWARE LLC	R	4.00
01	312101	07/09/2024	MTI DISTRIBUTING CO	R	428.96
01	312102	07/09/2024	MTN-METROPOLITAN TRANSP NETWORK	R	417,459.49

01	312103	07/09/2024	NAPA AUTO PARTS	R	16.49
01	312104	07/09/2024	NEI ELECTRIC, INC.	R	3,036.71
01	312105	07/09/2024	NORTH CENTRAL INTERNATIONAL, LLC	R	2,953.95
01	312106	07/09/2024	PAYDHEALTH	R	417.13
01	312107	07/09/2024	PER MAR SECURITY SERVICES	R	18.00
01	312108	07/09/2024	PITNEY BOWES INC	R	111.00
01	312109	07/09/2024	POMPS TIRE SERVICE	R	957.92
01	312110	07/09/2024	RM COTTON COMPANY	R	652.16
01	312111	07/09/2024	SHERWIN WILLIAMS CO	R	387.01
01	312112	07/09/2024	SQUIRES, WALDSPURGER & MACE, P.A.	R	1,016.51
01	312113	07/09/2024	TOLL COMPANY	R	12.75
01	312114	07/09/2024	TRANSPORTATION PLUS, INC.	R	60.00
01	312115	07/09/2024	TRIO SUPPLY COMPANY	R	678.42
01	312116	07/09/2024	TWIN CITY TRANSPORTATION	R	97,186.81
01	312117	07/09/2024	UHL COMPANY INC	R	687.85
01	312118	07/09/2024	UPPER LAKES FOODS	R	5,232.14
01	312119	07/09/2024	XCEL ENERGY	R	40.80
			TOTAL CHECKS, EPAYS & WIRES		**2,027,084.95**

RICHFIELD PUBLIC SCHOOLS

Investment Holdings as of
June 30, 2024

Description	Matures	Rate	Cost	General Operating	Custodial (Scholarships)	2024A Cap Fac Bond	2018A Bond	OPEB Bond
GOLDMAN SACHS GOVERNMENT MONEY MARKET	01/00/00	4.96%	438,498.28	-	-	-	-	438,498.28
Federated Institutional Tax-Free Cash Trust	01/00/00	3.94%	941,686.04	-	-	-	941,686.04	-
MNTrust Term Series-Flex (PenFed C)	01/00/00	5.25%	7,812,406.61	7,812,406.61	-	-	-	-
City of New York NY	08/01/24	0.38%	460,000.00	-	-	-	-	460,000.00
City of New York NY	08/01/24	0.38%	40,000.00	-	-	-	-	40,000.00
St. Charles Bank & Trust Company, National Associ	10/01/24	5.19%	244,300.00	-	-	244,300.00	-	-
BOM Bank	10/04/24	5.53%	236,800.00	-	236,800.00	-	-	-
US TREASURY N/B	10/15/24	1.12%	527,929.69	-	-	-	-	527,929.69
US TREASURY N/B	10/31/24	5.32%	2,971,805.00	-	-	-	-	2,971,805.00
ARRHA	10/31/24	5.21%	243,300.00	-	-	243,300.00	-	-
FIRST PRYORITY BANK	11/07/24	4.56%	226,800.00	-	-	-	-	226,800.00
MN TRUST TERM SERIES	01/27/25	4.97%	4,500,000.00	4,500,000.00	-	-	-	-
Western Alliance Bank	03/03/25	5.07%	239,450.00	-	-	239,450.00	-	-
CHARLES SCHWAB BANK SSB	03/13/25	4.95%	237,434.50	237,434.50	-	-	-	-
Farmers and Merchants Union Bank	03/18/25	4.95%	237,950.00	237,950.00	-	-	-	-
Cornerstone Bank	03/18/25	4.96%	237,900.00	237,900.00	-	-	-	-
EagleBank	03/18/25	5.12%	237,550.00	237,550.00	-	-	-	-
Oakwood Bank	05/01/25	5.05%	237,650.00	-	-	237,650.00	-	-
CIBM Bank	06/02/25	5.03%	236,700.00	-	-	236,700.00	-	-
Great Midwest Bank, S.S.B.	06/30/25	4.13%	227,400.00	-	-	-	-	227,400.00
ELGA CREDIT UNION	06/30/25	4.13%	226,750.00	-	-	-	-	226,750.00
FREDDIE MAC	09/23/25	1.60%	287,372.71	-	-	-	-	287,372.71
US TREASURY N/B	09/30/25	4.41%	621,742.19	-	-	-	-	621,742.19
KS STATEBANK / KANSAS STATE BANK OF MANHA	11/10/25	4.75%	212,900.00	-	-	-	-	212,900.00
MN TRUST TERM SERIES	01/07/26	4.82%	3,000,000.00	3,000,000.00	-	-	-	-
MN TRUST TERM SERIES	05/18/26	4.70%	1,000,000.00	1,000,000.00	-	-	-	-
US TREASURY N/B	09/30/26	4.34%	789,398.44	-	-	-	-	789,398.44
FIRST INTERNET BANK OF INDIANA	09/30/26	4.00%	209,500.00	-	-	-	-	209,500.00
BANK HAPOALIM	10/01/26	4.45%	206,700.00	-	-	-	-	206,700.00
Total Investments Held			**27,089,923.46**	**17,263,241.11**	**236,800.00**	**1,201,400.00**	**941,686.04**	**7,446,796.31**

ppd:Finance

CONSENT AGENDA – FOR ACTION **Agenda Item IV.A.4.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

SUBJECT: DESIGNATION OF DEPOSITORIES FOR SCHOOL DISTRICT FUNDS

Recommended by the superintendent that the board of education designate the following depositories for the handling of school district cash deposits and checking needs for the 2024-25 fiscal year:

US Bank Southdale

Associated Bank

My Credit Union

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

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

(Prepared by Jim Gilligan)

CONSENT AGENDA – FOR ACTION **Agenda Item IV.A.5.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

SUBJECT: SIGNATORIES ON DEPOSITORY ACCOUNTS

Recommended by the superintendent that the board of education adopt the following resolution authorizing signatories for depository accounts for the 2024-25 fiscal year.

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

Kirk Spencer	Treasurer
Paula Cole	Chair
Tim Pollis	Clerk
Steve Unowsky	Superintendent
Craig Holje	Chief Human Resource & Operations Officer
James Gilligan	Director of Finance

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

(Prepared by Jim Gilligan)

CONSENT AGENDA – FOR ACTION **Agenda Item IV.A.6.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

SUBJECT: SIGNATORIES ON ALL MCU ACCOUNTS UNDER MEMBERSHIP #10919647

Recommended by the superintendent that the board of education adopt the following resolution authorizing signatories for all My Credit Union depository accounts under General Checking #9920124, member #10004207 for the 2024-25 fiscal year.

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

Kirk Spencer	Treasurer
Paula Cole	Chair
Tim Pollis	Clerk
Steve Unowsky	Superintendent
Craig Holje	Chief Human Resource & Operations Officer
James Gilligan	Director of Finance

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

(Prepared by Jim Gilligan)

CONSENT AGENDA – FOR ACTION **Agenda Item IV.A.7.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

SUBJECT: AUTHORIZATION FOR WIRE TRANSFERS OF FUNDS

Recommended by the superintendent that the board of education adopt the following resolution authorizing investment of district funds and wire transfer of funds for the 2024-25 fiscal year.

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

1. The School District's depositories for investment purposes.

2. The Hennepin County General Account at the Associated Bank and U.S. Bank and between district accounts for P-Card and ACH purposes.

3. Financial institutions for General Obligation Bond and Payments.

4. Third parties for accounts payable, insurance premium payments and voluntary and statuary benefits (flexible spending accounts, VEBA trust, etc.)

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

(Prepared by Jim Gilligan)

CONSENT AGENDA - FOR ACTION **AGENDA ITEM IV.A.8**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

SUBJECT: DESIGNATION OF OFFICIAL NEWSPAPER

(Recommended by superintendent)

That the board of education designate the *Bloomington Richfield* Sun Current as their official newspaper for the 2024-25 school year.

CONSENT AGENDA - FOR ACTION **Agenda Item IV.A.9.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

SUBJECT: Designation of School District Legal Counsel

(Recommended by superintendent)

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

Background

(Prepared by Craig Holje)

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

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

CONSENT AGENDA - FOR ACTION **Agenda Item IV.A.10.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

SUBJECT: MEMBERSHIP IN ASSOCIATIONS

(Recommended by superintendent)

That the board of education authorize the administration to join these organizations for the 2024-25 school year:

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

Board of Education
Independent School District 280
Richfield, MN

Regular Meeting, July 15, 2024

SUBJECT: 2024-2025 BOARD SECRETARY

(Recommended by the superintendent)

That the board of education employ Cassandra Quam as their secretary for the 2024-2025 school year with a salary of $250 per meeting plus $125 per special meeting not held prior to or following a regular meeting.

Consent Agenda – For Action **Agenda Item IV.B.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting July 15, 2024

Subject: PERSONNEL ITEMS

(Recommended by superintendent)

That the board of education approve the following personnel items:

Administration Full Time Position for Employment
Michael Harris – Assistant Principal – Richfield High School
Effective: 7/1/2024

Administration Retirement
Marta Shahsavand – Principal – Richfield Dual Language School
Effective: 7/15/2024
**Revision from the 02/05/2024 board minutes: 7/19/24 to 7/15/24*

Certified Full Time Year 1 of 1
Laura (Joey) Wagner – Work Based Learning Teacher – South Education Center
Effective: 8/20/2024
Ariana Lowther - EL Teacher – Location to be assigned
Effective: 8/20/2024
**Correction from the 5/6/2024 Board Minutes: From Year 1 of 3 to Year 1 of 1*

Certified Full Time Year 1 of 3
Timothy Mikkelson – DCD/ASD Center Based Teacher- Richfield Middle School
Effective: 8/20/2024
Maria Valenzuela Melgar – Global Spanish Teacher – Richfield Middle School
Effective: 8/20/2024
Alejandra Lierena Peterson – Elementary Teacher – Location to be determined
Effective: 8/20/2024

Certified Part Time Leave of Absence
Shannon Ritt – Special Ed Due Process Lead - STEM Elementary
24-25 School Year
**Rescission from the 5/6/2024 Board Minutes*

Certified Part Time Increase in FTE
Shannon Ritt – Special Ed Due Process Lead – STEM Elementary
0.1 FTE Increase for the 24-25 School Year

Certified Full Time Resignation
Bailey Hutson – Grade 1 – STEM Elementary School
Effective: 6/30/2024
Yrs. of Service: 3
Kirsten Thorson – PreK Teacher – Central
Effective: 6/21/2024
Yrs. of Service: 1

Classified Full Time Administrative and Management Support for Employment
Ibelizet Dominguez - Administrative Assistant - Richfield High School
Effective: 07/29/2024

Classified Full Time Probationary Termination – Paraprofessional
Ashley Hernandez Martinez - Special Education Paraprofessional – R-STEM
Effective: 06/06/2024
Danielle Miller - Instructional Paraprofessional- Centennial Elementary
Effective: 06/06/2024
Jaqueline Zapata Hernandez - Special Education Paraprofessional – R-STEM
Effective: 06/06/2024

Regina Guiracocha - Instructional Paraprofessional – Sheridan Hills Elementary
Effective: 06/06/2024
**Correction from 06/24/2024 board minutes: Resignation*

Classified Part Time Probationary Termination – Paraprofessional
Bryant Morales - Managerial Paraprofessional - Richfield STEM Elementary
Effective: 06/06/2024

Classified Full Time Facilities and Transportation Resignation
Ryan Wagner - District Engineer - Richfield High School
Effective: 07/19/2024
Yrs. of Service: 27

OLD BUSINESS – FOR REVIEW **Agenda Item V.A.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

Subject: Community Use of School Facilities and Grounds

(Recommended by the superintendent)

A second read of Policy 979: Community Use of School Facilities and Grounds. This policy governs the rental of school facilities and grounds by community groups and establishes a fee structure for rental. This policy does **not** govern long-term lease of school facilities, which is covered in Policy 803: Leasing School Space.

A small change was made to Policy 979 on November 7, 2022; however, the policy in its entirety has not been reviewed or revised since 2019.

This policy has been reviewed by the Facilities and Community Education Departments for feedback, and suggested changes are included. We will continue to examine fees that support our facility upkeep and site supervision as necessary.

Attachments:
Policy 979: Community Use of School Facilities and Grounds - redlined
MSBA Model Policy 902: Use of School District Facilities and Equipment

RICHFIELD PUBLIC SCHOOLS

COMMUNITY USE OF SCHOOL FACILITIES ~~&~~ AND GROUNDS

I. GOAL OF ~~THE~~ RICHFIELD PUBLIC SCHOOLS REGARDING COMMUNITY USE OF SCHOOL FACILITIES

It is the desire of the Richfield School Board that school facilities be made available for cultural, recreational and educational activities.

II. DEFINITIONS

A. School grounds consist of the area outside the school buildings and includes, but are not limited to parking lots, athletic fields, tennis courts and running track.

B. Centennial, Sheridan Hills and ~~Richfield~~ R-STEM fields and high school tennis courts are designated as open areas. Unless previously scheduled, these areas are available for use by individuals or small groups on a casual, recreational basis without a permit.

C. Richfield High School stadium and baseball field, Richfield Middle School Fields and Lyndale Fields are designated as secure areas, available for use on a permit basis.

D. For the purposes of this policy:

a. A Richfield group, organization or activity shall consist of 75% or more of school district residents.

b. A large group consists of 30 or more people

~~C.~~c. A small group consists of fewer than 30 people

III. RULES AND REGULATIONS ~~IMPLEMENTING BOARD POLICY~~

A. Permits will be issued on a one hour minimum basis. ~~For the purpose of definition:~~

- ~~A Richfield group, organization or activity shall consist of 75% or more of school district residents.~~
- ~~A large group consists of 30 or greater people~~
- ~~A small group consists of fewer than 30 people~~

B. Groups Permitted to Request Use of Facilities:

The category of a group using school space will be determined by the Facilities Use Office. If a group disagrees with the level assigned they can request a review by the superintendent or District Office designee~~s~~. The assigned level will be ~~Reviewed~~reviewed, and the superintendent will make a final determination of the group's category for the purpose of implementing ~~the~~ this policy.

~~A. Groups Permitted to Request Use of Facilities:~~

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Access to district facilities by group is prioritized as follows: ~~Category 1, Category 2, Category 3, Category 4, and Category 5.~~

1. Category 1 - Richfield Public Schools~~/City of Richfield/~~
   (Highest priority listed first)
   a. Educational E-12 programs and co-curricular activities
   b. Community Education
   c. School building and/or district parent involvement programs
   d. Functions of school-related organizational meetings
   e. Richfield Public Schools reunions and other approved alumni events
   ~~f. City government use~~
   ~~g. Parks and recreation~~
   ~~h~~f. Essential ~~Community~~ community ~~Activities~~activities, including city-wide elections and party caucuses/~~-~~primaries on sanctioned dates
   g. Free community programming provided by the City of Richfield
   h. Emergency services, including disaster relief

2. Category 2 - Richfield Youth Organizations and Activities

   a. Richfield Parks and Recreation (fee-based programming)
   b. Richfield youth organization activities for small groups after school
   ~~b~~c. Richfield ~~Youth~~ youth ~~Organizations~~ organizations (e.g. Richfield Baseball, Inc., Richfield Boys Basketball Association, Richfield Girls Basketball Association, Richfield Soccer Association, etc.)
   ~~c~~d. Youth athletic organizations as recommended by athletic director and approved by the superintendent (athletic feeder programs, etc.)

3. Category 3 - Richfield Non-Profit Community Organizations and Activities

   a. Richfield special interest groups
   b. Richfield youth organization activities for large groups
   c. Richfield organizations
   d. Richfield faith communities
   e. Resident personal use
   f. Political conventions and meetings, not on sanctioned dates

4. Category 4 - Other Non-Profit Organizations

   a. Non-Richfield organizations
   b. Non-Richfield interest groups
   c. Universities, colleges, vocational technical schools

5. Category 5 - For Profit Organizations

   a. Groups who want to use buildings or grounds for educational or recreational activities
   b. Buildings and grounds may NOT be used for advertising, to make a profit, or for commercial enterprise.

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B. Fundr ~~R~~aising Activities and Events

Any category #3 or #4 user group will be charged the category #5 rates for fund~~–~~raising activities and events which occur on Saturday, Sunday or holidays, when an admission fee is charged.

C. Permit Required

1. Buildings are not to be opened or equipment provided unless a permit has been signed and approved and the equipment needed has been requested in the permit.

2. Cancellation of a building use permit should be made at least 72 hours before the event or facility rental charges and staffing costs will be assessed.

3. The permit use of school facilities is offered on an hourly basis during periods when they are not being used. Permit use is not intended to govern long-term rental of excess school space. Such use is covered in Board Policy 803~~—~~:~~Rental of~~Leasing School Space. Persons interested in leasing school property should contact the ~~School District Business Manager~~Chief HR & Administrative Officer.

4. After the request has been approved, it becomes a contract with the applicant and/or organization. It may not be sublet or transferred to another individual or organization.

D. Approving of Permits

1. Permits for athletic spaces are approved in 4-month cycles to ensure ~~Category~~ category 1 and ~~Category~~ category 2 permits are fulfilled. July-October permit requests will be reviewed on/or before June 1. November~~–~~–February permit requests will be reviewed on/or before October 1. March-June permit requests will be reviewed on/or before February 1.

2. Permits for non-athletic spaces will be reviewed on/or before June 30 for the upcoming school year. This ensures all Richfield ~~School District~~Public Schools requests are fulfilled for the year.

3. Priority will be given to category 1 and category 2 and then by the date of application.

4. There may be circumstances where a Richfield ~~School District~~Public Schools activity needs to be rescheduled. If this happens and a conflict occurs, the ~~district~~ District activity or program has priority. Every effort will be made to find an alternate facility for the non-district organization or individual. Resolution of conflicts will be handled between the building administration and the Facilities Use Office.

E. Closing of Playgrounds

Playgrounds, playing fields, and spectator stands located on Richfield Public Schools property are open for public use only during the hours that school is not in session and no other school-sponsored activities are taking place in these locations.

All public playgrounds, playing fields, spectator stands, or other recreational facilities located on Richfield Public Schools property shall be closed to the public at 11 p.m. every day.

IV. CHARGES

A. No facility use fee or rental charge will be assessed groups identified in ~~Category~~ category 1.

B. The Facilities Use Office will determine the staffing needed for events, and it will be communicated on the approved permit. Each group is required to cover the cost of the staff assigned, regardless of category.

~~B. Facility use costs associated with Category 2 shall typically be $10.00 per use and those additional costs incurred by the School District due to the use. This may include, but not limited to personnel and equipment fees.~~

C. Facility use fees for defraying operating costs for ~~Categories~~ categories 2, 3, 4 and 5 are as follows:

	Category 1	Category 2	Category 3	Category 4	Category 5
	Richfield Public Schools ~~/ City of Richfield~~	Richfield Youth Group Organizations and Activities, Richfield Parks and Recreation	Richfield Non-~~profit~~ Profit Community Organizations and Activities	Other Non-Profit Organizations including Universities, colleges and vocational schools	For-Profit Organizations
		*Per hour charge	*Per hour charge	*Per hour charge	*Per hour charge
Permit Fee		$20.00/season	$25.00	$25.00	$30.00
Classrooms					
General Classroom	No Charge	$~~10.00/day~~5.00	$10.00	$20.00	$40.00
Large Classroom/ Choir/Band	No Charge	$~~10.00/day~~5.00	$15.00	$30.00	$60.00
Computer Lab	No Charge	$~~10.00/day~~5.00	$25.00	$50.00	$100.00
Media Center	No Charge	$~~10.00/day~~5.00	$25.00	$50.00	$100.00
Conference Room	No Charge	$~~10.00/day~~5.00	$10.00	$20.00	$40.00
Gymnasiums					
Elementary	No Charge	$10.00~~/day~~	$15.00	$30.00	$60.00
Middle School/ RSTEM	No Charge	$10.00~~/day~~	$25.00	$50.00	$100.00
High School Small	No Charge	$10.00~~/day~~	$25.00	$50.00	$100.00
High School Large	No Charge	$10.00~~/day~~	$35.00	$70.00	$140.00
Locker Room	No Charge	No Charge	$20.00	$40.00	$80.00
Wrestling Room	No Charge	$10.00~~/day~~	$25.00	$50.00	$100.00
Weight Room	No Charge	$10.00~~/day~~	$25.00	$50.00	$100.00
Cafeteria					
Elementary	No Charge	$10.00~~/day~~	$15.00	$30.00	$60.00
Middle School	No Charge	$~~10~~15.00~~/day~~	$25.00	$50.00	$100.00
High School	No Charge	$~~10~~15.00~~/day~~	$25.00	$50.00	$100.00
Kitchen					
Elementary	No Charge	$10.00~~/day~~	$20.00	$40.00	$80.00
Middle / High School	No Charge	$~~10~~15.00~~/day~~	$30.00	$60.00	$120.00
Auditorium					
Middle School	No Charge	$~~10.00/day~~20.00	$40.00	$80.00	$160.00
High School	No Charge	$~~10.00/day~~25.00	$50.00	$100.00	$200.00
Indoor Pool	No Charge.	$20.00/hour	$50.00	$80.00	$150.00
Swim Meets, Category 4 & 5		$20.00/hour	$50.00	$150.00	$150.00
Special Agreement: City of Richfield, $45.00/hour Richfield Swim Club $20.00/hour					

Outdoor Sport Areas	Category 1	Category 2	Category 3	Category 4	Category 5
Track Only	No Charge	$10.00/hour	$25.00	$~~25~~30.00	$50.00
Tennis Courts	No Charge	$10.00/hour	$25.00	$~~25~~30.00	$50.00
Grass Field	No Charge	$20.00//hour	$25.00	$~~25~~30.00	$50.00
Softball/Baseball Diamond	No Charge	$~~10.00/day~~25.00/game	$25.00	$~~25~~30.00	$50.00
Spartan Stadium	No Charge	$40.00/hour	$85.00	$115.00	$150.00
Richfield High School Baseball Field	No Charge	$~~10.00/day~~25.00/game (no field prep included)	$75.00/game (approximately 3 hours)	$100.00/game (approximately 3 hours)	$~~125~~150.00/game (approximately 3 hours)
Equipment Charges					
Score Board Pool	No Charge	No Charge	$25.00/day	$25.00/day	$25.00/day
Score Board Gym	No Charge	No Charge	$25.00/day	$25.00/day	$25.00/day
Volleyball Standards/Nets	No Charge	No Charge	$5.00/court	$5.00/court	$10.00/court
Bleachers	No Charge	No Charge	$10.00/section	$10.00/section	$10.00/section
Concession Stand		No Charge	$25.00/day	$50.00/day	$100.00/day
Auditorium Equipment Charges	No Charge	No Charge	$50.00/day	$50.00/day	$50.00/day
Microphone / Battery Pack	No Charge	No Charge	$10.00/day	$10.00/day	$10.00/day
Scrim	No Charge	$75.00/event	$75.00/event	$75.00/event	$75.00/event
Risers	No Charge	$30.00/event	$30.00/event	$30.00/event	$30.00/event
Portable Stage	No Charge	$40.00/event	$40.00/event	$40.00/event	$40.00/event
DVD / VCR / TV	No Charge	No Charge	$25.00/day	$25.00/day	$25.00/day
LCD Projector	No Charge	No Charge	$50.00/day	$50.00/day	$50.00/day
Projection Screen (portable)	No Charge	No Charge	$15.00/event	$15.00/event	$15.00/event
Piano	No Charge	No Charge	$15.00/event	$15.00/event	$15.00/event

D. A Richfield Public Schools employee must be on duty whenever facilities are in use by categories 3-5.~~,~~ ~~this~~ This may include: custodians, kitchen supervisors, auditorium managers, lifeguards, and/or event supervisors. Category 2 groups will require an employee on duty when hosting public events on the weekend inside the high school gymnasiums and for all indoor weekend events in all other ~~district~~ District facilities. ~~The Facilities Use Office will determine the staffing needed for events and it will be communicated on your approved permit. Each group is required to cover the cost of the staff assigned.~~ The Richfield Public Schools employee will supervise the facility, but not the facility user or its activities.

Commented [CQ1]: Moved to above

E. Events that have excessive trash will be assessed a trash removal fee of $50.

V. USE OF EQUIPMENT

Facility users in ~~Categories~~ categories 2, 3, 4 and 5 are expected to supply all their own equipment, such as basketballs, volleyballs, bats, balls, etc. If school equipment is to be used, it needs to be requested at the time of the permit request

and equipment charges may be applied. Any unauthorized use of school equipment may result in cancellation of future use of ~~school d~~District facilities.

Organizations or individuals using ~~district~~ District facilities and equipment assume responsibility for any damage and will be billed accordingly if damage is caused by participants or spectators.

VI. INSURANCE

A. Prior to approval of any use permit, the applicant must provide the ~~School~~ District with evidence of liability insurance as required below, and proof of non-profit status and proof of ~~Workers'~~ workers' ~~Compensation~~ compensation ~~Insurance~~ insurance if applicable.

B. Insurance Requirements

Prior to approval of any use permit, the applicant must provide the ~~School~~ District with evidence of liability insurance as required below, naming Richfield Public Schools, Independent School District 280, as an ~~Additional~~ additional ~~Named~~ named ~~Insured~~insured. Failure to provide the District with evidence of such coverage shall not relieve the permit holder of the obligation to maintain such insurance for the benefit of the District. The ~~Superintendent~~ superintendent ~~of Schools~~ or designee may waive the certificate of insurance requirement for events designed to benefit ~~Richfield School~~District students.

Coverage shall be provided by an insurance company licensed to do business in the State of Minnesota with AM Best ratings of A or above.

The applicant shall provide a certificate of insurance specifying amounts of coverage equal to or greater than the minimum required limits of liability stated below. All certificates shall provide the ~~School~~ District with thirty (30) days of notice of cancellation, material change, or non-renewal. The certificate must be altered to eliminate the words "endeavor to" and "but failure to make such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives."

1. Commercial General Liability

Bodily Injury Including Death	$1,000,000 Each Occurrence
Personal Injury	$1,000,000 Each Occurrence
Products/Completed Operations	$1,000,000 Each Occurrence
General Aggregate	$1,000,000
Products/Completed Operations Aggregate	$1,000,000

2. Workers' Compensation

~~a.~~ Statutory	
~~b.~~ Employers Liability	$100,000 Each Accident
	$500,000 Disease Policy Limits
	$100,000 Disease Ea. Employee

VII. LIMITATIONS OF USE

A. Possession of use of alcohol, drugs, or tobacco in the building or on school property is prohibited. It is the permit holder's responsibility to communicate these restrictions to the participants and the spectators. If your group violates this rule you will be asked to leave the building and your right to future use will be forfeited.

B. Treat school property with care; you are responsible for all damages.

1. Report any damage to school property to the Facility ~~use~~ Use Office within 24 hours. Failure to report any damage may result in cancellation of future use of ~~school d~~District facilities.

2. If you don't make satisfactory replacement or payment for any loss or damage, your right to future use will be forfeited. The ~~school d~~District assumes no liability for loss of personal effects of participants.

C. Appropriate athletic shoes are required for gymnasium use.

D. You may not use rooms or facilities not asked for and authorized by the permit.

E. You are responsible for the conduct of both participants and spectators. To ensure the safety of facilities and participants all children must be under competent and responsible adult supervision at all times.

F. Adhere to the hours of use designated in the contract. If you do not vacate by the time indicated on the permit, additional charges will be assessed to your permit.

~~VIII. CONFLICTS~~

~~There may be circumstances where a Richfield School District activity needs to be added to the schedule or rescheduled. If this happens and a conflict occurs, the district activity or program has priority. Every effort will be made to find an alternate facility for the non-district organization or individual. Resolution of conflicts will be handled between the building administration and the Facilities Use Office.~~

Commented [CQ2]: This is repeated above.

IX. APPLICATIONS AND CANCELLATIONS

Applications for use of buildings must be made electronically through the online building reservation system. The application, if approved, becomes a contract, but the contract may be canceled by either party 72 hours in advance. An application

for use of school facilities should be submitted at least two weeks in advance of the scheduled use. Requests made with less than two weeks are difficult to accommodate and may be denied.

Permits should be completed with precise dates and times (including set-up and tear down as well as set-up diagrams). Permits will be reviewed and approval or rejection will be communicated in 10 business days by email through the online reservation system.

All buildings will be required to submit their building curricular and co-curricular schedules to the Facilities Use Office by May 15 ~~th~~of each year to block off dates on the master calendar for those requesting use of building facilities. The ~~Business Manager~~Chief HR & Administrative Officer will provide lease agreement information to the Facility Use Office by May 15~~th~~ for inclusion into the master calendar.

Requests for building use during scheduled school hours are excluded unless approved by the ~~Building~~ building ~~Principal~~ principal and/or ~~Superintendent~~superintendent.

Cancellations – In the event that the requestor needs to cancel, they must do so by contacting the Facility Use Office at least 72 hours prior to the event.

Legal References:
Minn. Stat. § 123B.51 (Schoolhouses and Sites; Uses For School and Nonschool Purposes; Closings)

Cross References:
Policy 413: Staff Use of School Facilities
Policy 801: Student Use of Secondary School Facilities
Policy 803: Leasing School Space

~~DATED~~RATIFIED BY THE BOARD OF EDUCATION: September 7, 1982

REVIEWED AND REAFFIRMED BY THE BOARD OF EDUCATION: October 20, 1986

REVISED BY THE BOARD OF EDUCATION: July 21, 1986; December 7, 1987; June 18, 1990, November 21, 1994, September 3, 1996, August 11, 1997, May 15, 2000, March 5, 2001, May 7, 2001; April 19, 2004, April 18, 2005; July 11, 2005; December 17, 2007; February 1, 2010; November 12, 2013; March 18, 2019; November 7, 2022

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Adopted: _____ *MSBA/MASA Model Policy 902*
Orig. 1995
Revised: _____ *Rev. 2022*

902 USE OF SCHOOL DISTRICT FACILITIES AND EQUIPMENT

I. PURPOSE

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

II. GENERAL STATEMENT OF POLICY

The school board encourages maximum use of school facilities and equipment for community purposes if, in its judgment, that use will not interfere with use for school purposes.

III. SCHEDULED COMMUNITY EDUCATION CLASSES AND ACTIVITIES

A. The school district administration shall be charged with the process of scheduling rooms and special areas for community education classes and activities planned to be offered during each session.

B. Procedures for providing publicity, registration, and collection of fees shall be the responsibility of the school district administration.

C. Registration fees may be structured to include a pro-rata portion of costs for custodial services that may be needed.

IV. GENERAL COMMUNITY USE OF SCHOOL FACILITIES

A. The school board may authorize the use of school facilities by community groups or individuals. It may impose reasonable regulations and conditions upon the use of school facilities as it deems appropriate.

B. Requests for use of school facilities by community groups or individuals shall be made through the school district administrative office. The administration will present recommended procedures for the processing and review of requests to the school board. Upon approval by the school board, such procedures shall be an addendum to this policy.

C. The school board may require a rental fee for the use of school facilities. Such fee may include the cost of custodial and supervisory service if deemed necessary. It may also require a deposit or surety bond for the proper use and repair of damage to school facilities. A rental fee schedule, deposit or surety bond schedule, and payment procedure shall be presented for review and approval by the school board.

D. When emergencies or unusual circumstances arise that necessitate rescheduling the use of school facilities, every effort will be made to find acceptable alternative meeting space.

V. USE OF SCHOOL EQUIPMENT

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

VI. RULES FOR USE OF FACILITIES AND EQUIPMENT

The school board expects members of the community who use facilities and equipment to do so with respect for school district property and an understanding of proper use. Individuals and groups shall be responsible for damage to facilities and equipment. A certificate of insurance may be required by the school district to ensure payment for these damages and any liability for injuries.

Legal References: Minn. Stat. § 123B.51 (Schoolhouses and Sites; Uses For School and Nonschool Purposes; Closings)

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

OLD BUSINESS – FOR REVIEW **Agenda Item V.B.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

Subject: Fundraising

(Recommended by the superintendent)

A second read of Policy 955: Fundraising Activities & Administrative Guideline 955.1. This policy governs both fundraising for school-related purposes by independent organizations and student involvement in charitable fundraising. Administrative Guideline 955.1 governs employee involvement in charitable fundraising. This policy **does not** discuss acceptance of donations to the District, which is governed by Policy 706: Acceptance of Gifts.

This policy has been reviewed by the Activities and Finance Departments for feedback, and suggested changes are included.

It is recommended that the board discontinue Administrative Guideline 955.1, as conducting an annual employee charitable giving campaign is no longer a common practice in the District.

Attachments:
Policy 955: Fundraising Activities - redlined
Administrative Guideline 955.1: Employee Involvement in Charitable Fundraising
MSBA Model Policy 511: Student Fundraising

RICHFIELD PUBLIC SCHOOLS

FUNDRAISING ACTIVITIES

The purpose of this policy is to establish parameters for district- wide and building fundraising activities for school-related or charitable purposes.

I. FUNDRAISING FOR SCHOOL-RELATED PURPOSES

The ~~Board~~ board of ~~Education~~ education supports the general concept of fundraising and other related activities by independent organizations that support students and school activities. Examples of such organizations include ~~the Richfield Public Schools Dedicated Fund (RPS Fund),~~ the Spartan Foundation, PTOs, booster clubs, student clubs/co-curriculars, or other parent and student groups. Fundraising or other activities must satisfy the following conditions:

A. Any district- wide fundraising or related activity has the approval of the ~~Superintendent~~ superintendent and any building-related fundraising or related activity has the approval of the building principal or appropriate administrator ~~or appropriate administrator~~. Approval must occur for all new fundraising activities. Approval must be reviewed yearly for ongoing and/or continued fundraising activities. The superintendent shall be responsible for updating the board with a summary of ~~district~~ District fundraising activities.

B. The purpose for the fundraising or related activity is school-related and benefits students.

C. The fundraising or related activity can be conducted with minimal student involvement during class time, minimal loss of instructional time and minimal endorsement of products.

D. The purpose and methods of fundraising or related activities and the financial record-keeping and accounting are consistent with the requirements of law and ~~Board~~ board policy, and convey a positive image of the District.

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~~D.~~ Many of the activities offered by the District have associated independent booster clubs that fundraise and provide perks for the participating students such as additional team attire beyond the necessary uniforms, team celebrations, etc. The District encourages the supporters of all activities that do not have associated booster clubs to establish a joint “umbrella” booster club to fundraise together.

II. FUNDRAISING FOR CHARITABLE PURPOSES

A. Student Involvement in Charitable Fundraising

The Board of Education recognizes that student participation in charitable fundraising and related activities can develop responsibility, citizenship, and a commitment to service. Accordingly, students may participate in fundraising and related activities for charitable purposes under the following conditions:

1. The fundraising or related activity has the approval of the building principal or appropriate ~~district~~ District administrator.

2. The fundraising or related activity can be conducted with minimal loss of instructional time and minimal endorsement of products.

3. The methods of fundraising or related activities and the financial record-keeping and accounting are consistent with the requirements of law and ~~Board~~ board policy, and convey a positive image of the District.

4. The recipient organization is private, non-profit, and philanthropic, and does not promote religious or political causes.

~~B. Employee Involvement in Charitable Fundraising~~

~~The Board of Education authorizes up to one combined charitable fund drive annually. The annual charitable fund drive may incorporate fundraising in support of the RPS Fund and the Spartan Foundation. If a fund drive occurs, it is to be conducted in accordance with administrative guidelines developed by the Superintendent of Schools.~~

~~ADOPTED~~ RATIFIED BY THE BOARD OF EDUCATION: ~~—~~December 3, 1996

REVISED BY THE BOARD OF EDUCATION: ~~_____~~ November 6, 2006~~, ;~~
November 19, 2018

REVIEWED AND REAFFIRMED BY THE BOARD OF EDUCATION:
October 7, 2002

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RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINES

EMPLOYEE INVOLVEMENT IN CHARITABLE FUND-RAISING

I. Purpose of Guidelines

The combined charitable fund raising campaign of the Richfield Public Schools is designed to achieve the following goals.

A. To support programs and activities benefiting students in the Richfield Public Schools, funded by the Richfield Public Schools Dedicated Fund (RPS Fund) and the Spartan Foundation;

B. To better serve the needs of human health and welfare in the District, the State of Minnesota, and across the country;

C. To provide employees of the District with a convenient mechanism for giving;

D. To minimize disruptions in the workplace caused by uncoordinated, inharmonious or redundant contribution campaigns; and

E. To ensure that contributions are used responsively.

II. Guidelines for Participation as Federated Fundraiser

In order to achieve the goals outlined in Section I, the District will conduct one federated charitable giving campaign annually.

A. In conjunction with the annual campaign, employees will be provided with an opportunity to contribute to the RPS Fund and / or the Spartan Foundation via payroll deduction. The request must be submitted to the Business Office on a form supplied by the organization designated to receive the donation.

B. The District will designate one federated funding organization to conduct the human health and welfare component of the annual charitable giving Campaign. In order to qualify to conduct this component of the Campaign, the Organization must satisfy all of the following criteria:

1. It must be governed either by a local, independent, voluntary board of directors, or by a national board of directors that has a local advisory board, 90 percent of the members of which live or work within the District or surrounding counties;

2. More than half of the agencies represented by the Organization receiving funds from the Campaign must:

   a. provide a significant portion of their services within the District or surrounding counties; and

   b. maintain a staffed facility or office dedicated exclusively to the Agency, available to members of the public seeking the Agency's services, and open at least 20 hours per week;

3. It must have an ongoing relationship with the Agencies that involves a review and monitoring process to ensure financial, managerial, and programmatic responsibility;

4. The Organization must receive donations from at least 5% of the total number of donating employees in the District in the first year, and from 10% in each subsequent year;

5. The Organization must have qualified in the previous years as a "registered combined charitable organization" in accordance with Minnesota Statutes §309.501 et. seg; and

6. The organization must operate a 24-hour information and referral service accessible to the general public.

B. In addition, both the Organization and each of the Agencies must:

1. Provide direct health and human welfare services which:

   a. directly benefit children, youth, adults, the aged the ill or infirm, or the mentally or physically handicapped;

   b. consist of care, non-monetary assistance, or education in the field of health, social adjustment, or rehabilitation; disaster or emergency relief; or support for the poor, hungry, or homeless; and

   c. are not primarily directed towards:

      (1) political or legal advocacy, other than legal representation on behalf of the poor, children, or vulnerable adults;

      (2) religious activities;

      (3) the preservation of wildlife or natural resources; or

      (4) the support of institutions of post-secondary education.

Note: An organization that provides one or more of the services listed in c. (1-4) will not be disqualified from consideration if its provision of these services is incidental to its provision of direct health and welfare services, and is not the primary focus of the organization.

2. Be a private, nonprofit, philanthropic organization recognized by the Internal Revenue Service as tax exempt under section 501(c)(3) of the Internal Revenue code of 1986, as amended or be a political subdivision of the State of Minnesota to which contributions are deductible under section 170 of the Internal Revenue Code.

C. If no organization satisfies all of these criteria, or if more than one organization satisfies all of the criteria, the District will select the single organization meeting the greatest number of criteria to the greatest extent, provided that the organization selected is willing to receive and redistribute donations intended for another Federated Fundraising Agency and/or other nonprofit health and human services organizations which fall outside the umbrella of the Federated Fundraising Agency selected by the district.

Dated: 12-3-96
Reviewed:
Revised: 11-6-06

*Adopted:*_____ *MSBA/MASA Model Policy 511*
Orig. 1995
*Revised:*_____ *Rev. 2003*

511 STUDENT FUNDRAISING

I. PURPOSE

The purpose of this policy is to address student fundraising efforts.

II. GENERAL STATEMENT OF POLICY

The school board recognizes a desire and a need by some student organizations for fundraising. The school board also recognizes a need for some constraint to prevent fundraising activities from becoming too numerous and overly demanding on employees, students, and the general public.

III. RESPONSIBILITY

A. The building administrators shall be responsible for developing recommendations to the superintendent that will result in a level of activity deemed acceptable by employees, parents, and students. Fundraising must be conducted in a manner that will not result in embarrassment on the part of individual students, employees, or the school.

B. All fundraising activities must be approved, in advance, by the administration. Participation in nonapproved activities shall be considered a violation of school district policy.

C. The superintendent shall be responsible for providing coordination of student fundraising throughout the school district as deemed appropriate.

D. The school district expects all students who participate in approved fundraising activities to represent the school, the student organization, and the community in a responsible manner. All rules pertaining to student conduct and student discipline extend to student fundraising activities.

E. The school district expects all employees who plan, supervise, coordinate, or participate in student fundraising activities to act in the best interests of the students and to represent the school, the student organization, and the community in a responsible manner.

IV. ANNUAL REPORT

The superintendent shall report to the school board, at least annually, on the nature and scope of student fundraising activities approved pursuant to this policy.

Legal References: Minn. Stat. § 120A.20 (Admission to Public School)
Minn. Stat. § 123B.09, Subd. 8 (Boards of Independent School Districts)
Minn. Stat. § 123B.36 (Authorized Fees)

Cross References: MSBA/MASA Model Policy 506 (Student Discipline)

OLD BUSINESS – FOR REVIEW **Agenda Item V.C.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

Subject: Advertising

(Recommended by the superintendent)

A second read of Policy 563: Advertising in the Schools. This policy governs situations in which the District may promote non-school programs, activities, products or services to students and families. Suggested changes have been included to adhere to District branding and style guidelines and to incorporate board member feedback.

Attachments:
Policy 563: Advertising in the Schools - redlined
MSBA Model Policy 905: Advertising

RICHFIELD PUBLIC SCHOOLS

ADVERTISING IN THE SCHOOLS

~~[Note: School districts should carefully consider whether they wish to allow advertising in school district facilities or publications. Once advertisements are accepted, First Amendment Rights may limit the school district's ability to reject specific advertisements or to regulate the content of advertisements.]~~

I. PURPOSE

The purpose of this policy is to provide guidelines for the advertising or promoting of non-school programs, activities, products or services to students and parents in the schools.

II. GENERAL STATEMENT OF POLICY

It is the ~~school district's~~ policy of Richfield Public Schools that the name, facilities, staff, students or any part of the ~~school d~~District shall not be used for advertising or promoting the interests of a commercial or non-profit agency or organization except as set forth below.

III. ADVERTISING GUIDELINES

A. School publications, including publications such as programs and calendars, may accept and publish paid advertising provided advanced approval is granted by the superintendent or designee and in no instance shall publications accept advertising for alcohol, tobacco, drugs, drug paraphernalia, weapons, or obscene, pornographic or illegal materials. Advertisements may be rejected by the ~~school d~~District if determined to be inconsistent with the educational objectives of the ~~school d~~District or inappropriate for inclusion in the publication. For example, advertisements may be rejected if determined to be false, misleading, or deceptive, or if they relate to an illegal activity or antisocial behavior. The faculty advisor is responsible for screening all such advertising for appropriateness, including compliance with the ~~school d~~District policy prohibiting sexual, racial, and religious harassment. The faculty advisor is responsible for presenting screened advertising to the superintendent or designee for approval.

B. The school board may approve advertising in ~~school d~~District facilities or on ~~school d~~District property. Any approval will state precisely where such advertising may be placed. The restrictions listed in Section A above will apply. Advertising will not be allowed outside the specific area approved by the school board. Any revenue generated from advertising that is placed on District property must be received by the District.

C. Donations which include or carry advertisements must be approved by the school board.

D. The ~~school d~~District or a school may acknowledge a donation it has received from an organization by displaying a "donated by", "sponsored in part by", or a similar by-line with the organization's name and/or symbol on the item. Examples include activity programs or yearbooks.

E. Nonprofit entities and organizations may be allowed to use the ~~school d~~District name, students, or facilities for purposes of advertising or promotion if the purpose is determined to be educationally related and prior approval is obtained from the school board. Advertising will be limited to the specific event or purpose approved by the superintendent or designee.

F. Contracts for computers or related equipment or services that require advertising to be disseminated to students will not be entered into or permitted unless done pursuant to and in accordance with state law.

G. The inclusion of advertisements in ~~school d~~District publications, in ~~school d~~District facilities, or on ~~school d~~District property does not constitute approval and/or endorsement of any product, organization, or activity. Approved advertisements will not imply or declare such approval or endorsement.

IV. ACCOUNTING

Advertising revenues must be accounted for and reported in compliance with UFARS. A periodic report shall be made to the school board by the superintendent regarding the scope and amount of such revenues.

Legal References:
Minn. Stat. § 123B.93 (Advertising on School Buses)
Minn. Stat. § 125B.022 (Contracts for Computers or Related Equipment or Service)
Minn. Stat. § 173.08 (Excluded Road Advertising Devices)

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Cross References:
Board Policy 408: Gifts to Employees ~~MSBA/MASA Model Policy 421 (Gifts to Employees and School Board Members)~~
~~MSBA/MASA Model Policy 702 (Accounting)~~
Board Policy 704 ~~(~~: Annual Audit~~)~~
Board Policy 706: Acceptance of Gifts
Board Policy 709: Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System

~~ADOPTED~~ RATIFIED BY THE BOARD OF EDUCATION: July 21, 1997

REVISED BY THE BOARD OF EDUCATION: October 4, 1999; October 21, 2002; December 17, 2018

REVIEWED AND REAFFIRMED BY THE BOARD OF EDUCATION: September 4, 2007~~,~~; May 5, 2008

~~REVISED BY THE SCHOOL BOARD: December 17, 2018~~

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Adopted: _____ *MSBA/MASA Model Policy 905*
Orig. 1996
Revised: _____ *Rev. 2015*

905 ADVERTISING

[Note: School districts should carefully consider whether they wish to allow advertising in school district facilities or publications. Once advertisements are accepted, First Amendment Rights may limit the school district's ability to reject specific advertisements or to regulate the content of advertisements.]

I. PURPOSE

The purpose of this policy is to provide guidelines for the advertising or promoting of products or services to students and parents in the schools.

II. GENERAL STATEMENT OF POLICY

The school district's policy is that the name, facilities, staff, students, or any part of the school district shall not be used for advertising or promoting the interests of a commercial or nonprofit agency or organization except as set forth below.

III. ADVERTISING GUIDELINES

A. School publications, including publications such as programs and calendars, may accept and publish paid advertising provided they receive advance approval from the appropriate administrator. In no instance shall publications accept advertising or advertising images for alcohol, tobacco, drugs, drug paraphernalia, weapons, or obscene, pornographic, or illegal materials. Advertisements may be rejected by the school district if determined to be inconsistent with the educational objectives of the school district or inappropriate for inclusion in the publication. For example, advertisements may be rejected if determined to be false, misleading, or deceptive, or if they relate to an illegal activity or antisocial behavior. The faculty advisor is responsible for screening all such advertising for appropriateness, including compliance with the school district policy prohibiting sexual, racial, and religious harassment.

B. The school board may approve advertising in school district facilities or on school district property. Any approval will state precisely where such advertising may be placed. The restrictions listed in Section A. above will apply. Advertising will not be allowed outside the specific area approved by the school board. Specific advertising must be approved by the superintendent or designee. In no instance will an advertising device be erected or maintained within 100 feet of a school that is visible to and primarily intended to advertise and inform or to attract or which does attract the attention of operators and occupants of motor vehicles.

C. Donations which include or carry advertisements must be approved by the school board.

D. The school district or a school may acknowledge a donation it has received from an organization by displaying a "donated by," "sponsored in part by," or a similar by-line with the organization's name and/or symbol on the item. Examples include activity programs or yearbooks.

E. Nonprofit entities and organizations may be allowed to use the school district name, students, or facilities for purposes of advertising or promotion if the purpose is determined to be educationally related and prior approval is obtained from the school board. Advertising will be limited to the specific event or purpose approved by the school board.

F. Contracts for computers or related equipment or services that require advertising to be disseminated to students will not be entered into or permitted unless done pursuant to and in accordance with state law.

G. The inclusion of advertisements in school district publications, in school district facilities, or on school district property does not constitute approval and/or endorsement of any product, service, organization, or activity. Approved advertisements will not imply or declare such approval or endorsement.

IV. ACCOUNTING

Advertising revenues must be accounted for and reported in compliance with UFARS. A periodic report shall be made to the school board by the superintendent regarding the scope and amount of such revenues.

Legal References: Minn. Stat. § 123B.93 (Advertising on School Buses)
Minn. Stat. § 125B.022 (Contracts for Computers or Related Equipment or \ Service)
Minn. Stat. § 173.08 (Excluded Road Advertising Devices)

Cross References: MSBA/MASA Model Policy 421 (Gifts to Employees and School Board Members)
MSBA/MASA Model Policy 702 (Accounting)

NEW BUSINESS **Agenda Item VI.A.**
- FOR ACTION

Board of Education
Independent School District
280 Richfield, Minnesota

Regular Meeting, July 15, 2024

Subject: Miscellaneous Pay Rates for Year 2024-2025

(Recommended by superintendent)

That the board of education approves the pay rates for ISD #280 positions which are not covered by existing contracts effective July 1, 2024.

Background Information

(Prepared by Michelle Axell and Craig Holje)

The miscellaneous pay rate schedule covers a variety of positions that are either casual employment or not represented by a collective bargaining agreement. This schedule is generally reviewed to look at internal and external market conditions in addition to alignment with other District positions.

The miscellaneous pay rate schedule is approved on an annual basis. The attached miscellaneous pay rates are recommended for year 2024-2025. Highlights of the recommended changes include the following:

Miscellaneous Positions:

- Increases hourly rate for Safe Routes to Schools Coordinator to align with the essential requirements of the three-year SRTS Local Coordinator Grant awarded December 2023
- Increases hourly rate for Native American/Indigenous Coordinator to align with the essential requirements of the Indian Education Program
- Increases hourly rate for all other miscellaneous positions

Community Education Positions:

- Change in name from Community Education Instructors to Community Education Roles
- Split Community Education Program Assistant position by Student and Adult
- Increases hourly rate for all Community Education positions
- Aquatics positions were presented and approved by the board on April 15, 2024

Activities & Athletics:

- Change in name from Site Manager to Event Roles
- Increases pay per event for Track Meet
- Increases in hourly rate for all Activities & Athletic positions currently receiving a pay per hour rate

Substitute Employees:

- Increases hourly rate for School RN

RICHFIELD PUBLIC SCHOOLS

RICHFIELD PUBLIC SCHOOLS
Miscellaneous Pay Rates 2024-2025

Miscellaneous Positions	Rate for 7/1/23	Rate for 7/1/24
School RN	Hourly Pay	Hourly Pay
Year 1	$32.60	$33.60
Returning Employee	$33.00	$34.00
Homebound Teachers	Hourly Pay	Hourly Pay
Base	As identified in Teacher Master Contract	As identified in Teacher Master Contract
Specialized Student Support	Hourly Pay	Hourly Pay
Student Engagement Specialist	$24.35	$25.35
Native American/Indigenous Coordinator	$28.60	$34.00
Safe Routes to Schools Coordinator	$32.25	$33.40
District Support Community/Students	Hourly Pay	Hourly Pay
Translation Engagement Coordinator	$27.00	Not a current open position
Health Resource Center	Hourly Pay	Hourly Pay
Health Resource Coordinator	$27.00	$27.85

Community Education Positions	Rate for 7/1/23	Rate for 6/1/24
Community Education Roles		
Community Ed Instructor	$20.60 – $37.60	$21.25 – $38.75
Community Ed Program Assistant	$10.80 – $19.50	N/A
Community Ed Program Assistant - Student		$12.00 – $13.20
Community Ed Program Assistant - Adult		$18.00 – $19.50
Aquatics	Hourly Pay	Hourly Pay
Aquatic Lead	$23.80 – $26.50	$24.51 – $27.30**
Water Safety Instructor (WSI)	$15.46 – $18.54*	$16.07 – $19.28**
Lifeguard	$15.80 – $18.25*	$16.26 – $18.80**
Water Safety Assistant	$11.67 – $12.84*	$12.02 – $13.23**
Pool Manager	$18.00	$18.00**
	**Pay Rate Effective 6/1/23*	***Approved by the Board 4/15/24*

Activities & Athletics	Rate for 7/1/23	Rate for 7/1/24
Event Roles	Hourly Pay	Hourly Pay
Event Manager	$27.00	$27.80
Facilities Supervisor	$17.25	$17.75
Ticket Sales	Hourly Pay	Hourly Pay
Tickets	$23.00	$23.70
Clock/Announcer/Scorer	Hourly Pay	Hourly Pay
Clock/Announcer/Scorer	$20.00	$20.60
Track Meet	Pay Per Event	Pay Per Event
Timing System Operator	$275	$285
Camera Operator	$275	$285
Event Workers	Hourly Pay	Hourly Pay
Event Worker 1	$11.50	$11.85
Event Worker 2	$18.00	$18.55
Event Security	Hourly Pay	Hourly Pay
Security Worker	$20.00	$20.60
Sound, Light & Video Production	Hourly Pay	Hourly Pay
Sound & Light for Theatre	$25.00	$25.75
Asst. Sound & Light for Theatre	$11.50	$11.85
Video Production – Board/Theatre	$26.00	$26.80

Substitute Employees	Rate for 7/1/23	Rate for 7/1/24
School RN – Hourly Position	Hourly Pay	Hourly Pay
	$27.00	$27.80
Food Service		
	Step 1 of Contract for Position Subbing	Step 1 of Contract for Position Subbing
Paraprofessional		
	Step 1 of Contract for Position Subbing	Step 1 of Contract for Position Subbing
External Summer School Para		
	Step 1 of Contract for Position Subbing	Step 1 of Contract for Position Subbing
Facilities & Transportation		
	Step 1 of Contract for Position Subbing	Step 1 of Contract for Position Subbing

NEW BUSINESS - FOR ACTION **Agenda Item VI.E.**

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, July 15, 2024

Subject: Donations

(Recommended by the superintendent)

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

Sheridan Hills Elementary School received a donation of $3,992.46 from the Sheridan Hills PTO for buddy benches.