

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, October 7, 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. Superintendent Update
 - 1. Welcome Student Board Representatives
 - 2. Centennial Elementary School Presentation
 - 3. Superintendent Goals 2024-2025
 - B. Commendations
- IV. CONSENT AGENDA
 - A. Routine Matters
 - 1. Minutes of the Regular Meeting held September 16, 2024
 - 2. General Disbursements as of 9/27/24 in the Amount of \$1,569,269.63
 - 3. Investment Holdings
 - B. Personnel Items
- V. OLD BUSINESS
 - A. Policy 744: Activities Transportation & Administrative Guideline 744.1
 - B. Policy 408: Gifts to Employees & Administrative Guideline 408.1
- VI. NEW BUSINESS
 - A. Policy 547: Student Dress and Appearance & Administrative Guideline 547.1

B. Sublease Agreement with Intermediate District #287 at South Education Center

C. Donations

VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Suggested/Future Agenda Items

D. Future Meeting Dates

10-21-2024	2 p.m.	Board Study Session
10-21-2024	7 p.m.	Regular Board Meeting – Public Comment
11-4-2024	7 p.m.	Regular Board Meeting

VIII. ADJOURN REGULAR MEETING

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

Agenda Item II.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 7, 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
CACR:	Comprehensive Achievement and Civic Readiness (previously World's Best Workforce)
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
ESSA:	Every Student Succeeds Act
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
PSEO:	Postsecondary Enrollment Options
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
T Plus or T+	Transition Plus
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 (renamed Comprehensive Achievement and Civic Readiness)
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, October 7, 2024

Subject: Ongoing Board Calendar

Upcoming Events to Attend:

Wednesday, October 9: Walk to School Day @ all elementary schools

Monday, October 21: Board Study Session, 2-6 p.m.

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

Friday, October 25: Sheridan Hills Fall Family Craft Night

Monday, November 4: Board Meeting, 7 p.m.

Thursday, November 14 – Sunday, November 17: RHS Fall Play

Friday, November 15: Fall Family Movie Night, 6 p.m. @ Sheridan Hills

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

Saturday, December 7: Kindergarten Kickoff & Preschool Preview, 8:30 – 12:30

Upcoming Holidays, Heritage Months, and Appreciation Days:

October is National Principals Month

November is Native American Heritage Month

November 11-15: National School Psychology Week

November 14: National Community Education Day

November 22: Substitute Educators Day

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

Agenda Item III.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 7, 2024

Subject: Superintendent Update

Welcome new student board representatives! The RHS Administration has selected 11th graders Tania Brackenridge and Vanessa Rosas Miguel to serve as the new student board representatives this year. The board also welcomes back Gerardo Castañeda Lopez, RHS 12th grader, who will be serving as a student board representative for a second year.

Centennial Elementary School Principal Colleen Mahoney will provide a presentation. Superintendent Unowsky will present a second draft of his goals for 2024-2025.

Attachments:

Centennial Elementary School Presentation
Superintendent Goals Presentation

Enriching and accelerating learning

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**Centennial
Elementary School**

Monday, October 7, 2024

Colleen Mahoney, Principal
Amy Sobraske, Academic Coach

Enriqueciendo y acelerando el aprendizaje

“The Art and Science of Teaching”

-Robert Marzano, 2007



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3 basic teaching elements:

- Establish and communicate learning goals.
- Track student progress.
- Celebrate success.

Next level:

Students track their own progress toward individual learning goals.

Tracking Student Progress



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Teacher tracking



Student Tracking

Responsibility on teacher

Responsibility on student

Teacher/parent knows progress

Student knows progress

Compliance

Motivation

Active Teaching

Active Learning

Benefits



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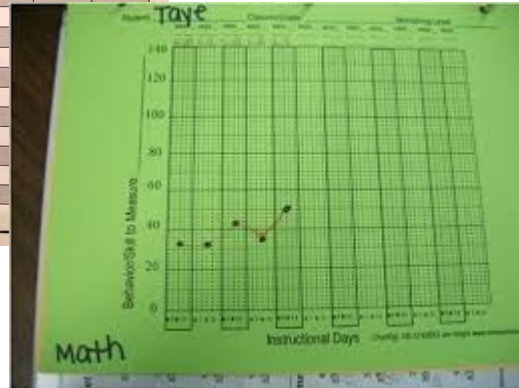
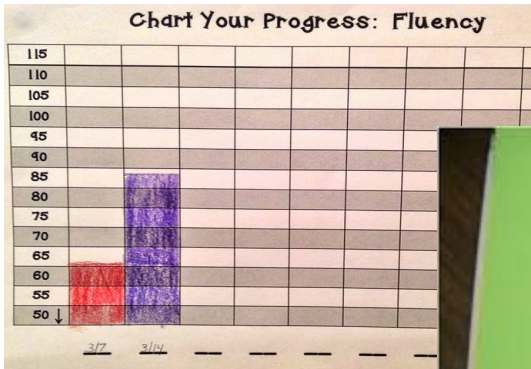
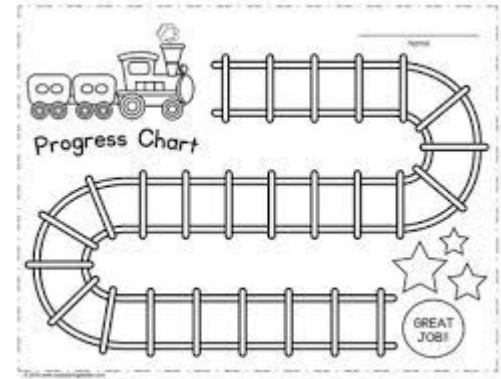
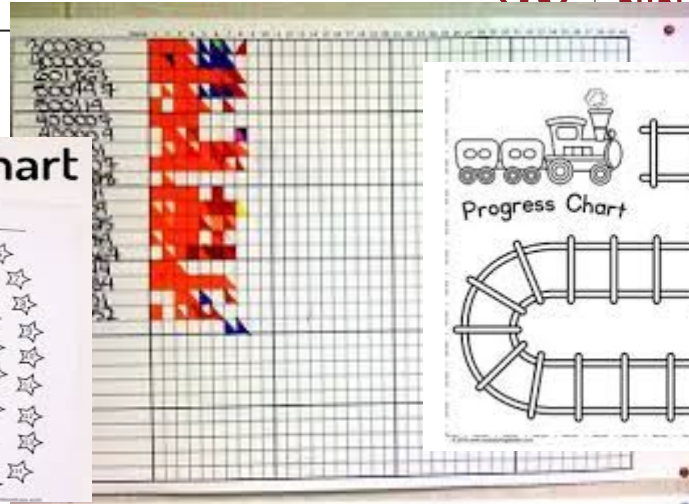
- **Shared responsibility for learning**
- **Students are invested in the learning process**
- **Motivating**
- **Provides visual tool**
- **No surprises**
- **Opportunities to celebrate**

Win-Win!




What does it look like?



Progress Chart



Student's Daily Chart

Subject	Have All Materials 	Following Along / Participating 	Completing All Work  DONE	Tally Prompts
Morning Work				
Math Part 1				
Music				
PE				
Morning Meeting				
Math Part 2				
Writing Part 1				
Lunch / Recess				
Writing Part 2				



- **Literacy: fluency**
 - a. One minute timed reading*
 - b. 2-4 times per month*
- **Math: basic facts**
- **SEL: behavior goals**

Bella and Carlo

Bella looked up to her big brother, Carlo. Every day, Carlo went to play basketball with his friends, and Bella tagged along. One day, she asked if she could play, too. All of his friends laughed at her. They said that she was too young to play. Bella was so upset, she ran home.

A little later, though, Bella felt a little better. She realized that she was not too young to play basketball, but she just did not know how. When Carlo came home, he told Bella he was sorry. He said he should have stuck up for her. Bella told him that he could make up for it. She asked if he would teach her to play basketball.

Bella and Carlo got started the same day. Carlo showed her how to throw the basketball into the hoop and bounce the ball very quickly. He told her throwing was called shooting the ball. It was not long before Bella could shoot like a pro. Next, Carlo showed her how to guard someone. That means keeping the person with the ball from shooting. Bella learned quickly how to guard other players.

The pair practiced all week until Bella was totally comfortable. They went back to the basketball court together ready to take on anyone, even Carlo's friends. The players laughed at first, but not for long. As they played, Bella stole the ball from one of them. She made her first shot, and many points after that, too. From that moment on, she could play with anyone.

Bella and Carlo

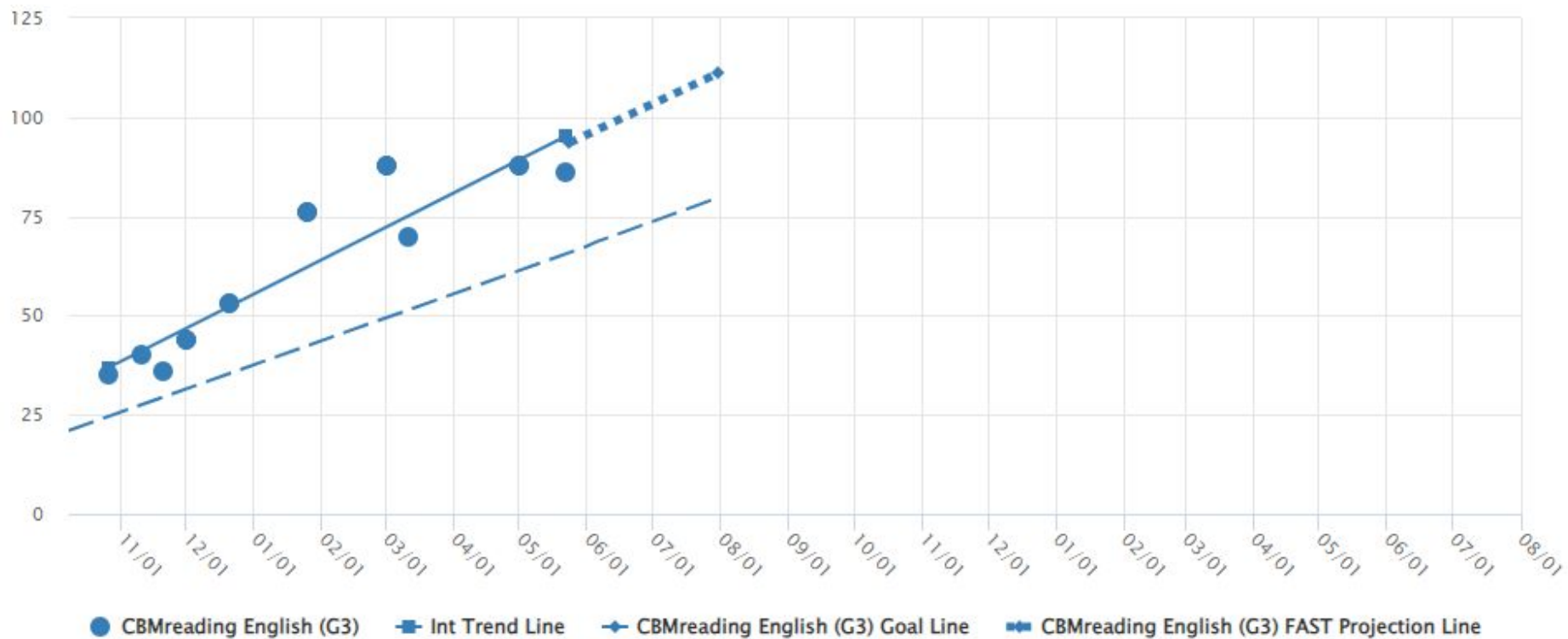
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CBMreading English Progress Monitoring Report



Student Tracking Examples

Keziah
Jearlyn

Questions??

Thank you!



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Superintendent Goals 2024-2025

October 7, 2024

DRAFT

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2024-2025 Performance Evaluation Process

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

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

Individual Performance (30%): Board evaluation of superintendent

Achievement Measure: Common Assessment Proficiency & Gap Closure

- Increase the number of students scoring proficient on the 5th grade FastBridge CBM Reading Assessment by 5% and reduce the gap for students of color.
- Increase the number of students scoring proficient on the 8th grade FastBridge aReading assessment by 5% and reduce the gap for students of color.

2023-2024 Data	5 th Grade Proficiency (Goal to increase)	Gap for BIPOC Students (Goal to decrease)
Fall	42%	18%
Winter	47%	16%
Spring	44%	13%

2024-2025 Data	5 th Grade Proficiency (Goal to increase)	Gap for BIPOC Students (Goal to decrease)
Fall	43%	
Winter		
Spring		

2023-2024 Data	8 th Grade Proficiency (Goal to increase)	Gap for BIPOC Students (Goal to decrease)
Fall	37%	23%
Winter	39%	23%
Spring	38%	22%

2024-2025 Data	8 th Grade Proficiency (Goal to increase)	Gap for BIPOC Students (Goal to decrease)
Fall	40%	
Winter		
Spring		

Achievement Measure: Common Assessment Growth & Gap Closure

- 65% of 3rd grade students showing typical to aggressive growth from fall to spring on the 24-25 FastBridge CBM Reading assessment, with no gap for students of color
- 65% of 8th grade students showing typical to aggressive growth from fall to spring on the 24-25 FastBridge aMath assessment, with no gap for students of color

3rd Grade FastBridge Reading	3rd Grade Typical to Aggressive Growth	Gap for BIPOC Students
2023-2024 Fall to Spring Growth	56%	2% in the other direction
8th Grade FastBridge Math	8th Grade Typical to Aggressive Growth	Gap for BIPOC Students
2023-2024 Fall to Spring Growth	55%	1%

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

- Increase 2025 achievement on 3rd grade MCA reading test by 2.5%, disaggregated by racial demographic
- Increase 2025 achievement on 8th grade MCA math test by 2.5%, disaggregated by racial demographic
- Increase 2025 achievement on 3-5 grade MCA reading test by 2.5%, disaggregated by racial demographic
- Increase 2025 achievement on 6-8 grade MCA reading test by 2.5%, disaggregated by racial demographic

MCA	2024 Achievement	2024 Gap for BIPOC Students
3 rd grade reading	33% scored proficient	Gap of 27%
8 th grade math	29% scored proficient	Gap of 27%

MCA	2024 Achievement	2024 Gap for BIPOC Students
3-5 grade reading	37% scored proficient	Gap of 26%
6-8 grade reading	35% scored proficient	Gap of 18%

With an average increase of 2.5 percentage points per year, RPS will meet current state achievement levels within 5 years.

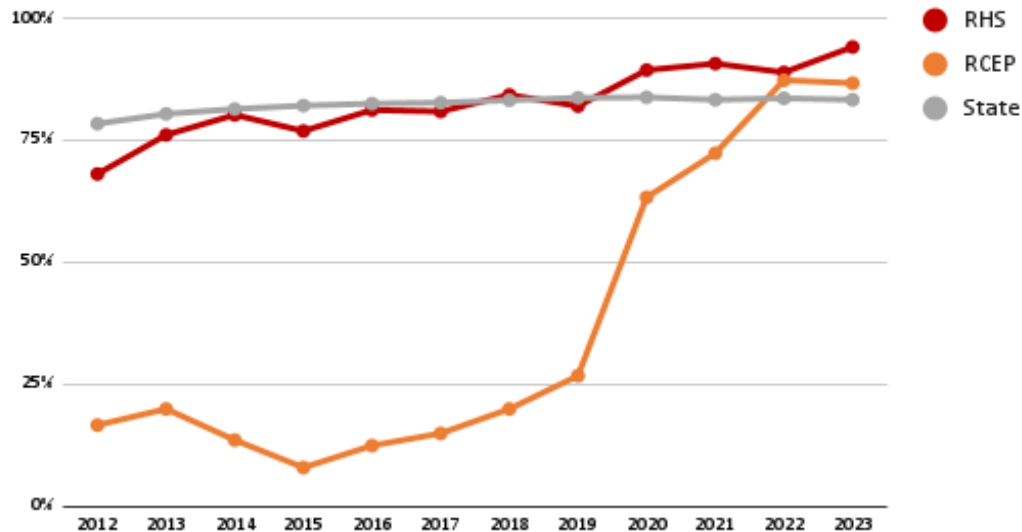
Achievement Measure: Graduation Rate Growth & Gap Closure



Goal: Maintain a graduation rate over 90% overall and attain at least 90% in each demographic group

4-year Grads	2021	2022	2023
RPS	87.3%	88.3%	92.6%
RHS	90.7%	88.9%	94.1%
RCEP	72.3%	87.3%	86.3%
Minnesota	83.3%	83.6%	83.3%

4-year Graduation Rate Trend
by Secondary School/Program



RPS Grad Rate by Demographic	2021	2022	2023
Asian	70.6%	100%	91.7%
Black or African American	91.7%	89.6%	87.5%
Hispanic or Latino	83.2%	88.9%	90.6%
Two or More Races	93.3%	94.1%	100%
White	93.5%	88.1%	97.6%
Male	81.9%	83.9%	91.8%
Female	92.8%	94.4%	93.7%
English Learner	68.6%	86.5%	85.9%
Special Education	71.8%	65.6%	71.8%
Free/Reduced Price Eligible	82.6%	85.1%	91.1%

Process Goals: Data/Equity/Leadership

- **Goal: Data**
 - Deepen Administrative Usage of Data in Guiding Decision-Making
 - Expand Utilization of FastBridge Assessment and Progress Monitoring Tools
- **Goal: Equity**
 - Effectively Implement New Elementary Literacy Curriculum
 - Increase Representation in Parent/Guardian Participation and Feedback
- **Goal: Leadership**
 - Lead the District through Phase 1 of the READ Act Training Requirements
 - Improve School Climate and Public Perception of RMS

Data Goal: Deepen Administrative Usage of Data in Guiding Decision-Making

Measurement: Each administrative team and teacher leadership team will use a data protocol to analyze data throughout the school year

Progress:

- Management team members trained in data protocols to effectively analyze and act on data
- PLC leaders trained in data protocols for PLC groups

Data Goal: Expand Utilization of FastBridge Assessment and Progress Monitoring Tools

Measurement: 95% of students will be screened within the appropriate windows & progress monitoring will take place twice per month for students receiving Tier 3 interventions

Progress:

- Elementary students began screening at Connect & Assess meetings.
- Elementary students are completing the earlyReading, earlyMath, CBMreading, aReading, CBMmath, aMath, and AUTOreading assessments (depending on grade level). Secondary students (Grades 6-10) are completing the aReading, AUTOreading, aMath and CBMmath assessments. The fall reading and math assessment window closes on 10/11.
- The window for the SAEBRS and mySAEBRS screening tools for SEL opened on 10/1 and closes on 11/1.

Equity Goal: Effectively Implement New Elementary Literacy Curriculum



Measurement: Walkthrough data will show improvement in fidelity of implementation and evidence-based practices

Progress:

- All teachers were provided with training this fall
- Elementary walkthroughs will now be using the LETRS tool
- Fall learning walks are in progress

Equity Goal: Increase Representation in Parent/Guardian Participation and Feedback

Measurement: Annual survey participation demographic data & TBD parent engagement as implemented through board goals

Progress:

- In 2023-2024, a total of 478 parent/guardians participated in the annual survey (55.8% white, 30.1% Hispanic/Latino, 7% Black/African American, 4.5% Asian, 2.7% Native American)

Leadership Goal: Lead the District through Phase 1 of the READ Act Training Requirements



Measurement: Training completion for all staff required by MDE and all grade 4-5 teachers of the asynchronous component and Units 1-4 of the synchronous component

Progress:

- As of October, 46% have completed asynchronous component, 23% in progress
- 25 teachers have already completed Units 1-8 of the synchronous component
- 47 teachers completed Unit 1 of the synchronous component on 8/27/24
- Instructional Management Team members have completed Unit 1 of LETRS for Administrators training

Leadership Goal: Improve School Climate and Public Perception of RMS

Measurement: Decrease in behavior incidents & improvement of parent/guardian survey data

Progress:

- The percentage of RMS staff who said they would recommend RMS to parents increased from by 12% from 2022-2023 to 2023-2024.
- The percentage of RMS parents who said they would recommend RMS to other parents increased by 1% from 2022-2023 to 2023-2024.

Individual Performance

Evaluation occurs yearly in spring/summer:

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

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Questions/Comments

Enriqueciendo y acelerando el aprendizaje

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

Agenda Item III.B.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 7, 2024

Subject: Commendation

RPS would like to commend Dan Kretsinger, Director of Facilities and Transportation, who has been selected by MASMS to receive this year's award for Outstanding Educational Contributor. He was presented with the award at the MASMS banquet on October 3rd. Congratulations to Dan!

RPS would also like to commend Katie Stephens, RMS Instructional Coach, for participating in MDE Assessment Committee Meetings this summer. This group provides input into developing quality statewide assessments. Thank you to Katie for investing her time in the summer to advocate for students at the statewide level.

Employee Appreciation Days

October is National Principals Month! RPS would like to commend all of our principals for their leadership, which is critical to ensuring that all our students can learn, grow and excel. Additionally, October 2 was Custodial and Facilities Staff Appreciation Day and October 6 was National Coaches Day, recognizing both our athletic coaches and our instructional coaches. At the end of September we also recognized our IT professionals on EdTech Day (9/23) and our human resources professionals on 9/26. Thank you to all of our RPS staff members who are part of these groups!

CONSENT AGENDA – FOR ACTION

Agenda Item IV.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 7, 2024

Subject: Routine Matters

(Recommended by the superintendent)

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

Attachments:

Minutes of the Regular Meeting held September 16, 2024

- Disbursements from the September 16, 2024 Meeting
- Checks & E-pay Register from the September 16, 2024 Meeting
- Superintendent's Report and Agenda Meeting Minutes from September 16, 2024

General Disbursements as of 9/27/24 in the Amount of \$1,569,269.63

- Disbursements for the October 7, 2024 Meeting
- Checks & E-pay Register for the October 7, 2024 Meeting

Investment Holdings

**P-CARD,CHECK RUNS, E-PAYS & WIRES FOR
09/16/2024 BOARD REPORTS**

BANK 05	DATE	AMOUNT
Checks	8/28/2024	463,647.69
	8/30/2024	38,296.57
	9/5/2024	260,283.18
	9/11/2024	498,539.64
PCARDS-August 2024	9/5/2024	62,098.19
SCHOLARSHIPS	8/28/2024	5,000.00
E-Pays	9/5/2024	3,320.00

CHECK REGISTER BANK 05 TOTAL = 1,331,185.27

BREAKDOWN	
01-206-00	996,399.29
02-206-00	42,974.64
03-206-00	36,546.78
04-206-00	18,027.40
06-206-00	93,169.47
07-206-00	-
18-206-00	144,067.69
20-206-00	
21-206-00	
47-206-00	
BANK TOTAL =	1,331,185.27

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	312460	08/28/2024	AIM ELECTRONICS INC	R	48,083.00
01	312461	08/28/2024	BITUMINOUS ROADWAYS, INC.	R	96,261.00
01	312462	08/28/2024	BRINK'S INCORPORATED	R	2,228.32
01	312463	08/28/2024	CDW GOVERNMENT INC	R	20,500.00
01	312464	08/28/2024	CITY OF RICHFIELD	R	1,347.81
01	312465	08/28/2024	COMCAST	R	397.30
01	312466	08/28/2024	ENVIROMATIC CORP OR AMERICA, INC	R	1,093.18
01	312467	08/28/2024	FLASHLIGHT LEARNING, INC.	R	9,000.00
01	312468	08/28/2024	INNOVATIVE OFFICE SOLUTIONS LLC	R	147.86
01	312469	08/28/2024	LOMAX CARLA	R	320.00
01	312470	08/28/2024	MALLOY MONTAGUE KARNOWSKI & RADO	R	4,450.00
01	312471	08/28/2024	MAXORPLUS, LTD	R	58,634.11
01	312472	08/28/2024	MESPA-MN ELEMENTARY	R	703.00
01	312473	08/28/2024	MINUTEMAN PRESS EDINA	R	582.50
01	312474	08/28/2024	NENA'S DESIGN LLC	R	530.00
01	312475	08/28/2024	NORTHERN STAR COUNCIL / BSA	R	20.00
01	312476	08/28/2024	PERMA-BOUND BOOKS	R	164.70
01	312477	08/28/2024	PROQUEST LLC	R	3,502.95
01	312478	08/28/2024	RASHAD COHEN LLC	R	5,000.00
01	312479	08/28/2024	RENAISSANCE	R	36,108.35
01	312480	08/28/2024	SOUTH CENTRAL SERVICE COOP	R	3,600.00
01	312481	08/28/2024	STONE ARCH STUDIO LLC	R	200.00
01	312482	08/28/2024	TAFFE SARAH ANN	R	9,750.00
01	312483	08/28/2024	TYLER TECHNOLOGIES, INC.	R	30,260.65
01	312484	08/28/2024	UHL COMPANY INC	R	48,385.50
01	312485	08/28/2024	VISTA HIGHER LEARNING	R	8,610.00
01	312486	08/28/2024	XCEL ENERGY	V	0.00
01	312487	08/28/2024	XCEL ENERGY	R	73,767.46
01	312488	08/28/2024	MINNESOTA STATE U, MANKATO	R	500.00
01	312489	08/28/2024	NORMANDEALE COMMUNITY COLLEGE	R	3,000.00
01	312490	08/28/2024	UNIVERSITY OF SAN FRANCISCO	R	1,500.00
01	312491	08/30/2024	ETTEL & FRANZ ROOFING CO	R	3,406.00
01	312492	08/30/2024	MASSP-MN ASSOCIATION	R	885.00
01	312493	08/30/2024	MAXORPLUS, LTD	R	33,080.57
01	312494	08/30/2024	MCTLC	R	625.00
01	312495	08/30/2024	PERFORMANCE EXCELLENCE NETWORK	R	300.00
01	312496	09/05/2024	ARVIG ENTERPRISES INC	R	1,307.90
01	312497	09/05/2024	BEST PLUMBING SPECIALTIES, INC.	R	639.92
01	312498	09/05/2024	BIX FRUIT COMPANY	R	2,401.19
01	312499	09/05/2024	CENTURYLINK	R	47.22
01	312500	09/05/2024	CINTAS CORPORATION NO 2	R	140.01
01	312501	09/05/2024	COMCAST BUSINESS	R	414.80
01	312502	09/05/2024	CULLIGAN SOFT WATER	R	10.95
01	312503	09/05/2024	DAVIS MARIE	R	125.00
01	312504	09/05/2024	ECM PUBLISHERS INC	R	134.40
01	312505	09/05/2024	FASTENAL INDUSTRIAL	R	21.54
01	312506	09/05/2024	WW GRAINGER INC	R	2,425.31
01	312507	09/05/2024	HAAG COMPANIES, INC.	R	66.00
01	312508	09/05/2024	HILLYARD MINNEAPOLIS	R	3,301.24
01	312509	09/05/2024	INNOVATIVE OFFICE SOLUTIONS LLC	R	177.20
01	312510	09/05/2024	INSTITUTE FOR ENVIROMENTAL	R	10,601.19
01	312511	09/05/2024	INTEGRATED FIRE & SECURITY INC	R	315.00
01	312512	09/05/2024	INTEREUM, INC	R	384.91
01	312513	09/05/2024	JW PEPPER & SON INC	R	699.69
01	312514	09/05/2024	KEMPS LLC	R	1,209.90
01	312515	09/05/2024	KINECT ENERGY INC	R	14,302.39
01	312516	09/05/2024	LAJ CONSULTING, LLC	R	1,200.00
01	312517	09/05/2024	LAURSEN PIANO SERVICE	R	130.00

01	312518	09/05/2024	LOFFLER COMPANIES	R	71.80
01	312519	09/05/2024	MAGERS & QUINN BOOKSELLERS	R	915.50
01	312520	09/05/2024	MATRIX COMMUNICATIONS, INC	R	2,927.38
01	312521	09/05/2024	MINUTEMAN PRESS EDINA	R	193.20
01	312522	09/05/2024	MOLLY ANTHONY	R	438.00
01	312523	09/05/2024	NATURES TOUCH TREE CARE	R	7,700.00
01	312524	09/05/2024	NEI ELECTRIC, INC.	R	5,302.90
01	312525	09/05/2024	ON SITE SANITATION	R	1,508.33
01	312526	09/05/2024	PAN O GOLD BAKING CO	R	416.74
01	312527	09/05/2024	PER MAR SECURITY SERVICES	R	10.50
01	312528	09/05/2024	PITNEY BOWES BANK PURCHASE POWER	R	2,400.00
01	312529	09/05/2024	PREMIUM WATERS INC	R	36.00
01	312530	09/05/2024	RATWIK ROSZAK & MALONEY PA	R	1,391.50
01	312531	09/05/2024	SCHOOL HEALTH CORPORATION	R	204.99
01	312532	09/05/2024	SCHUMACHER ELEVATOR COMPANY	R	249.00
01	312533	09/05/2024	STEVE WEISS MUSIC INC	R	190.00
01	312534	09/05/2024	THE MASTER TEACHER, INC.	R	1,320.00
01	312535	09/05/2024	TRACY D BULLOCK	R	70.00
01	312536	09/05/2024	TRI METRO CONFERENCE	R	5,000.00
01	312537	09/05/2024	TRIO SUPPLY COMPANY	R	1,677.41
01	312538	09/05/2024	TWIN CITY FILTER SERVICE INC	R	131.02
01	312539	09/05/2024	UHL COMPANY INC	R	33.00
01	312540	09/05/2024	UPPER LAKES FOODS	R	25,722.30
01	312541	09/05/2024	UPPER MIDWEST ATHLETIC CONSTRUCTION	R	149,007.00
01	312542	09/05/2024	VERIZON WIRELESS	R	360.09
01	312543	09/05/2024	XCEL ENERGY	R	12,950.76
01	V614106	09/05/2024	MATTHEW ARNOLD	R	70.00
01	V614107	09/05/2024	MICHELLE L AXELL	R	70.00
01	V614108	09/05/2024	ERICA T BARLOW	R	70.00
01	V614109	09/05/2024	MARY L CLARKSON	R	70.00
01	V614110	09/05/2024	LATANYA R DANIELS	R	70.00
01	V614111	09/05/2024	PETER J FITZPATRICK	R	40.00
01	V614112	09/05/2024	RACHEL GENS	R	70.00
01	V614113	09/05/2024	AREND J GEURINK	R	70.00
01	V614114	09/05/2024	JAMES A GILLIGAN	R	70.00
01	V614115	09/05/2024	CHRISTINA M GONZALEZ	R	70.00
01	V614116	09/05/2024	AMY E HAGER	R	70.00
01	V614117	09/05/2024	KEVIN D HARRIS	R	40.00
01	V614118	09/05/2024	MICHAEL G HARRIS	R	70.00
01	V614119	09/05/2024	JONATHAN W HEYER	R	70.00
01	V614120	09/05/2024	JAMES L HILL	R	40.00
01	V614121	09/05/2024	JESSICA M HOFFMAN	R	40.00
01	V614122	09/05/2024	CRAIG D HOLJE	R	70.00
01	V614123	09/05/2024	DANIEL E KRETSINGER	R	70.00
01	V614124	09/05/2024	JENNIFER KRUEGER	R	70.00
01	V614125	09/05/2024	ANOOP KUMAR	R	40.00
01	V614126	09/05/2024	SHANNON J LINDBERG	R	40.00
01	V614127	09/05/2024	JOHN M LORENZINI	R	70.00
01	V614128	09/05/2024	COLLEEN M MAHONEY	R	70.00
01	V614129	09/05/2024	MICHAEL A MANNING	R	70.00
01	V614130	09/05/2024	DANIEL P MCGINN	R	40.00
01	V614131	09/05/2024	DOUG R MCMEEKIN	R	70.00
01	V614132	09/05/2024	KENT D MEYER	R	70.00
01	V614133	09/05/2024	KATRINA L MORGAN	R	40.00
01	V614134	09/05/2024	ERIN H NEILON	R	40.00
01	V614135	09/05/2024	ROBERT G OLSON	R	40.00
01	V614136	09/05/2024	LAURA B OTTERNESS	R	70.00
01	V614137	09/05/2024	MARK S PEDERSEN	R	40.00
01	V614138	09/05/2024	CHRISTOPHER A PETERSON	R	70.00

01	V614139	09/05/2024	CASSANDRA QUAM	R	70.00
01	V614140	09/05/2024	RENEE C REED-KARSTENS	R	40.00
01	V614141	09/05/2024	KEITH D RIEF	R	40.00
01	V614142	09/05/2024	ASHLEY SCHAEFER	R	70.00
01	V614143	09/05/2024	AMY B SKARE-KLECKER	R	70.00
01	V614144	09/05/2024	NANCY J STACHEL	R	70.00
01	V614145	09/05/2024	JUSTIN STEELE	R	70.00
01	V614146	09/05/2024	ANGELA TAYLOR	R	70.00
01	V614147	09/05/2024	STACY THEIEN-COLLINS	R	70.00
01	V614148	09/05/2024	VLADIMIR S TOLEDO	R	40.00
01	V614149	09/05/2024	STEVEN P UNOWSKY	R	270.00
01	V614150	09/05/2024	CARRIE A VALA	R	70.00
01	V614151	09/05/2024	JENNIFER K VALLEY	R	70.00
01	V614152	09/05/2024	REBECCA S WALD	R	40.00
01	V614153	09/05/2024	ALEXANDER WARD	R	70.00
01	V614154	09/05/2024	MICHELLE R WHITESIDE	R	70.00
01	V614155	09/05/2024	KASYA L WILLHITE	R	70.00
01	V614156	09/05/2024	KELLY L WOODS	R	70.00
01	V2501994	09/05/2024	P-CARD BAIRD LISA	R	5,442.89
01	V2501995	09/05/2024	P-CARD BARLOW ERICA	R	5,313.50
01	V2501996	09/05/2024	P-CARD BLUMA, MEGAN BOLLIG	R	51.99
01	V2501997	09/05/2024	P-CARD BROWN MATTHEW	R	335.54
01	V2501998	09/05/2024	P-CARD BRUNNER PATTI	R	1,754.29
01	V2501999	09/05/2024	P-CARD CRUZ ESTEVA JENNIFER	R	2,403.47
01	V2502000	09/05/2024	P-CARD EDWARDS NATHAN	R	118.20
01	V2502001	09/05/2024	P-CARD GEURINK AREND	R	4,029.62
01	V2502002	09/05/2024	P-CARD GONZALEZ CHRISTINA	R	678.70
01	V2502003	09/05/2024	P-CARD HOLJE CRAIG	R	455.00
01	V2502004	09/05/2024	P-CARD HUERTA-ANAYA ALICIA	R	1,124.10
01	V2502005	09/05/2024	P-CARD KRETSINGER DAN	R	1,934.79
01	V2502006	09/05/2024	P-CARD LEWIS JENNIFER	R	382.95
01	V2502007	09/05/2024	P-CARD LUNDY MICHELLE	R	10,853.05
01	V2502008	09/05/2024	P-CARD MAHONEY COLLEEN	R	2,478.47
01	V2502009	09/05/2024	P-CARD MANNING MICHAEL	R	3,844.15
01	V2502010	09/05/2024	P-CARD MCGINN DAN	R	762.39
01	V2502011	09/05/2024	P-CARD MORALES LIZETTE	R	4,521.00
01	V2502012	09/05/2024	P-CARD PETERSON CHRIS	R	1,533.94
01	V2502013	09/05/2024	P-CARD SKARE-KLECKER AMY	R	2,511.88
01	V2502014	09/05/2024	P-CARD STACHEL NANCY	R	4,743.54
01	V2502015	09/05/2024	P-CARD VALLEY JENNIFER	R	2,069.08
01	V2502016	09/05/2024	P-CARD VENTURA PEREZ RAMIRO	R	653.46
01	V2502017	09/05/2024	P-CARD WILLHITE KASYA	R	157.60
01	V2502018	09/05/2024	P-CARD WOODS KELLY	R	3,944.59
01	312544	09/11/2024	STAR TRIBUNE	R	246.00
01	312545	09/11/2024	AHMED TAUFIQ	R	100.00
01	312546	09/11/2024	ANDREWS JOHN	R	85.00
01	312547	09/11/2024	ARMSTRONG BOYS CRS COUNTRY BOOSTERS	R	400.00
01	312548	09/11/2024	BCN TELECOM, INC TBS	R	1,848.72
01	312549	09/11/2024	BENCHMARK EDUCATION COMPANY, LLC.	R	340,960.95
01	312550	09/11/2024	BRAINPOP LLC	R	15,561.00
01	312551	09/11/2024	CAPTIVATE MEDIA & CONSULTING	R	1,540.50
01	312552	09/11/2024	CDW GOVERNMENT INC	R	3,776.77
01	312553	09/11/2024	CEDAR SMALL ENGINE	R	258.11
01	312554	09/11/2024	CENTURYLINK	R	71.00
01	312555	09/11/2024	CEP ART & DESIGN	R	175.50
01	312556	09/11/2024	CINTAS CORPORATION NO 2	R	1,289.93
01	312557	09/11/2024	COMCAST BUSINESS	R	549.80
01	312558	09/11/2024	COMO PARK HIGH SCHOOL	R	250.00
01	312559	09/11/2024	CONSOLIDATED COMMUNICATIONS	R	2,668.64

01	312560	09/11/2024	CONTINENTAL RESEARCH CORP	R	677.24
01	312561	09/11/2024	DICKS SANITATION SERVICE, INC (DSI)	R	7,687.47
01	312562	09/11/2024	EDWARD J STEVENS IV	R	89.00
01	312563	09/11/2024	ETTEL & FRANZ ROOFING CO	R	2,995.00
01	312564	09/11/2024	FARMINGTON HIGH SCHOOL	R	230.00
01	312565	09/11/2024	FREEWAY FORD	R	16.30
01	312566	09/11/2024	GOEBEL JUDITH K	R	250.00
01	312567	09/11/2024	WW GRAINGER INC	R	3,444.27
01	312568	09/11/2024	HILLYARD MINNEAPOLIS	R	6,109.88
01	312569	09/11/2024	HOME DEPOT U.S.A.	R	1,236.51
01	312570	09/11/2024	HUPPERT QUINN	R	89.00
01	312571	09/11/2024	IIX INSURANCE INFORMATION EXCHANGE	R	53.50
01	312572	09/11/2024	KELLY JOHNSON	R	145.67
01	312573	09/11/2024	KLEIST DOUGLAS	R	309.00
01	312574	09/11/2024	KRAMER PAUL	R	162.00
01	312575	09/11/2024	KROONBLAWD DAVID	R	100.00
01	312576	09/11/2024	LAKEVILLE NORTH HIGH SCHOOL	R	310.00
01	312577	09/11/2024	LEROY'S GREAT BEAR	R	15.00
01	312578	09/11/2024	MANDILE RICHARD J	R	100.00
01	312579	09/11/2024	MASSP-MN ASSOCIATION	R	984.00
01	312580	09/11/2024	MASTER TECHNOLOGY GROUP	R	320.00
01	312581	09/11/2024	MATRIX COMMUNICATIONS, INC	R	28,220.61
01	312582	09/11/2024	MAXORPLUS, LTD	R	51,935.88
01	312583	09/11/2024	METRO VOLLEYBALL OFFICIAL ASSOC LLC	R	1,890.00
01	312584	09/11/2024	METROPOLITAN MECHANICAL CONTRACTORS	R	1,412.99
01	312585	09/11/2024	MIDWEST BUS PARTS INC	R	175.40
01	312586	09/11/2024	MITSON STEPHEN	R	100.00
01	312587	09/11/2024	MOORE JAMES H	R	62.00
01	312588	09/11/2024	MOUND WESTONKA HIGH SCHOOL	R	325.00
01	312589	09/11/2024	MOUNDS VIEW HIGH SCHOOL	R	350.00
01	312590	09/11/2024	MRI SOFTWARE LLC	R	33.00
01	312591	09/11/2024	NAPA AUTO PARTS	R	415.27
01	312592	09/11/2024	NEI ELECTRIC, INC.	R	4,366.60
01	312593	09/11/2024	NEW LIFE ENTERPRISE	R	960.00
01	312594	09/11/2024	NORTH CENTRAL BUS	R	154.08
01	312595	09/11/2024	PAYDHEALTH	R	417.13
01	312596	09/11/2024	PLAGGE, RONETTE	R	120.97
01	312597	09/11/2024	PLUNKETT'S /VARMINT GUARD	R	1,159.37
01	312598	09/11/2024	PROFESSIONAL WIRELESS COMMUNICATION	R	1,350.15
01	312599	09/11/2024	ROSEMOUNT HIGH SCHOOL	R	300.00
01	312600	09/11/2024	SHERWIN WILLIAMS CO	R	609.36
01	312601	09/11/2024	ST OLAF COLLEGE	R	3,500.00
01	312602	09/11/2024	STATE SUPPLY COMPANY	R	493.61
01	312603	09/11/2024	TAYLOR BRANDON	R	89.00
01	312604	09/11/2024	TOLL COMPANY	R	13.18
01	312605	09/11/2024	TRI CITY UNITED	R	200.00
01	312606	09/11/2024	TWIN CITY HARDWARE	R	778.66
01	312607	09/11/2024	TWIN CITY TRANSPORTATION	R	1,509.95
01	312608	09/11/2024	UNITED HEALTHCARE/AARP MEDICARE RX	R	103.50
01	312609	09/11/2024	UNITED HEARTHCARE /AARP MEDICARE RX	R	103.50
01	312610	09/11/2024	UNITEDHEALTHCARE	R	590.91
01	312611	09/11/2024	VAN RIESSEN EDWIN	R	85.00
01	312612	09/11/2024	LIGHTNING PRINTING, INC	R	1,554.75
01	312613	09/11/2024	XCEL ENERGY	R	54.01

TOTAL CHECKS, EPAYS, PCARDS & SCHOLARSHIPS

1,331,185.27

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, September 16, 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, September 16, 2024 in the boardroom at the Richfield Public Schools District Office. Chair Cole called the regular board meeting to order at 7 p.m. with the following school board members in attendance: Carter, Liss, Pollis and Spencer. Banks Kupcho was not able to attend.

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

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. INFORMATION AND PROPOSALS - NON-ACTION ITEMS

- A. Public Comment
- B. Superintendent Update
 - 1. READ Act Presentation
 - 2. Superintendent Goals 2024-2025

IV. CONSENT AGENDA

- A. Routine Matters
 - 1. Minutes of the Regular Meeting held September 3, 2024
 - 2. General Disbursements as of 9/11/24 in the Amount of \$1,331,185.27
- B. Personnel Items

Certified Full Time TIER 2 Contract

Arnee Martin – Art Teacher – STEM Elementary
Effective: 9/4/2024

Certified Full Time TIER 1 Contract

Alain Perez – Language Arts – Richfield Middle School
Effective: 8/20/2024

Classified Full Time Paraprofessional for Employment

Stephanie Blonigan – Special Education Paraprofessional – South Education Center

Effective: 09/09/2024

Stephanie Espinoza Coyote – Managerial Paraprofessional – Sheridan Hills

Effective: 09/09/2024

Classified Full Time Administrative Assistant & Management Support Resignation

Shannon Lindberg – Administrative Assistant 4 – Richfield Athletics Office

Effective: 09/11/2024

Yrs. of Service: 17

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

V. OLD BUSINESS

A. Policy 115: Title IX - third read

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

B. Policies Requiring Annual Review - second read

1. Policy 103: Harassment Prohibition & Administrative Guideline 103.1
2. Policy 107: Electronic Use and Communications & Administrative Guidelines 107.1 & 107.2
3. Policy 113: Bullying Prohibition & Administrative Guidelines 113.1 & 113.2
4. Policy 407: Leaves of Absence
5. Policy 409: Mandated Reporting of Child Neglect or Physical or Sexual Abuse & Administrative Guideline 409.1
6. Policy 410: Mandated Reporting of Maltreatment of Vulnerable Adults
7. Policy 541: Student Behavior & Administrative Guideline 541.1
8. Policy 602: School District System Accountability
9. Policy 716: Public Data Requests
10. Policy 802: Crisis Management
11. Policy 108: Hazing Prohibition

Motion by Liss, seconded by Spencer, and unanimously carried, the board of education approved the slate of revised policies.

VI. NEW BUSINESS

A. Proposed Levy Certification 2024 Payable 2025

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

B. Property, Liability, Fleet, Professional and Faithful Performance and Cyber Liability Insurance Renewal

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

C. Resolution to Limit the Enrollment of Nonresident Pupils

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

- D. Policy 744: Activities Transportation & Administrative Guideline 744.1 - first read
- E. Policy 408: Gifts to Employees & Administrative Guideline 408.1 - first read
- F. Donations

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

VII. ADVANCE PLANNING

- A. Legislative Update
- B. Information and Questions from Board
- C. Suggested/Future Agenda Items
- D. Future Meeting Dates
 - 10-7-2024 7 p.m. Regular Board Meeting
 - 10-21-2024 2 p.m. Board Study Session
 - 10-21-2024 7 p.m. Regular Board Meeting - Public Comment

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

Motion by Spencer, seconded by Carter, and unanimously carried, the board of education moved into closed session at 8:54 p.m. Attending the closed session were Carter, Cole, Liss, Pollis and Spencer. Superintendent Unowsky, Chief HR and Administrative Officer Holje and Director of HR Axell were also present.

IX. REOPEN MEETING

Motion by Carter, seconded by Pollis, and unanimously carried, the board of education moved into open session at 9:17 p.m. with the following board members present: Carter, Cole, Liss, Pollis and Spencer. Superintendent Unowsky and Chief HR and Administrative Officer Holje were also present.

X. ADJOURN REGULAR MEETING

Chair Cole adjourned the meeting at 9:18 p.m.

P-CARD,CHECK RUNS, E-PAYS & WIRES FOR 10/07/2024 BOARD REPORTS

BANK 05	DATE	AMOUNT
Checks	9/12/2024	134,331.08
	9/18/2024	446,446.86
	9/20/2024	69,127.17
	9/25/2024	402,809.03
	9/26/2024	418,406.04
	9/27/2024	57,226.11
E-Pays	9/12/2024	2,204.34
	9/19/2024	616.39
	9/26/2024	802.61
SCHOLARSHIPS	9/12/2024	20,300.00
	9/19/2024	6,000.00
	9/26/2024	11,000.00

CHECK REGISTER BANK 05 TOTAL =	1,569,269.63
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BREAKDOWN	
01-206-00	1,163,392.85
02-206-00	156,553.09
03-206-00	22,450.15
04-206-00	6,807.47
06-206-00	65,000.00
07-206-00	-
18-206-00	-
20-206-00	153,528.85
21-206-00	1,537.22
47-206-00	-
BANK TOTAL =	1,569,269.63

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	312614	09/12/2024	ADVANCED COMMERCIAL KITCHENS	R	444.00
01	312615	09/12/2024	AQUA ENGINEERING INC	R	4,732.00
01	312616	09/12/2024	BIX FRUIT COMPANY	R	5,761.13
01	312617	09/12/2024	BCBS OF MINNESOTA & BLUE PLUS	R	9,384.00
01	312618	09/12/2024	BSI MECHANICAL, INC.	R	5,400.00
01	312619	09/12/2024	CINTAS CORPORATION NO 2	R	3,692.01
01	312620	09/12/2024	HOPE CHURCH	R	15,522.06
01	312621	09/12/2024	HOYO, SBC	R	2,045.00
01	312622	09/12/2024	HUBERT COMPANY, LLC	R	393.33
01	312623	09/12/2024	KEMPS LLC	R	3,230.90
01	312624	09/12/2024	KREMER SERVICES LLC	R	16,183.99
01	312625	09/12/2024	LIFESAVER FIRE PROTECTION LLC	R	7,875.00
01	312626	09/12/2024	MADISON NATIONAL LIFE INS CO INC	R	5,453.97
01	312627	09/12/2024	MINNESOTA DEPARTMENT OF HEALTH	R	35.00
01	312628	09/12/2024	MSNA-MN SCHOOL NUTRITION	R	350.00
01	312629	09/12/2024	NATALIE D RASMUSSEN	R	3,000.00
01	312630	09/12/2024	ONEBRIDGE BENEFITS INC.	R	5,094.00
01	312631	09/12/2024	PAN O GOLD BAKING CO	R	485.74
01	312632	09/12/2024	SCREENCASTIFY, LLC	R	7,200.00
01	312633	09/12/2024	SNA-SCHOOL NUTRITION	R	15.00
01	312634	09/12/2024	TRIO SUPPLY COMPANY	R	1,830.61
01	312635	09/12/2024	TRUE NORTH WATER TREATMENT	R	2,850.00
01	312636	09/12/2024	TRUGREEN LIMITED PARTNERSHIP	R	2,967.00
01	312637	09/12/2024	UPPER LAKES FOODS	R	30,386.34
01	312638	09/12/2024	ANOKA TECHNICAL COLLEGE	R	2,800.00
01	312639	09/12/2024	GRINNELL COLLEGE	R	1,500.00
01	312640	09/12/2024	U OF MN TWIN CITIES	R	11,500.00
01	312641	09/12/2024	UNIVERSITY OF ST THOMAS	R	4,500.00
01	V614157	09/12/2024	AMY L COUGHLIN	R	75.00
01	V614158	09/12/2024	CEREN EROGLU	R	175.00
01	V614159	09/12/2024	MARTIN B HUBERTY	R	47.19
01	V614160	09/12/2024	MAIA M MACK	R	659.33
01	V614161	09/12/2024	MICHAEL A MANNING	R	100.77
01	V614162	09/12/2024	SHERRI L MEDVEC	R	100.77
01	V614163	09/12/2024	MARY M MEYER	R	175.00
01	V614164	09/12/2024	LAURA B OTTERNESS	R	385.45
01	V614165	09/12/2024	FRANCISCO JAVIER ROSAL BUSTAMANTE	R	11.99
01	V614166	09/12/2024	AMY L SOBRASKE	R	142.00
01	V614167	09/12/2024	MICHELLE T THOEMKE	R	305.52
01	V614168	09/12/2024	KASYA L WILLHITE	R	26.32
01	312642	09/18/2024	ALERUS RETIREMENT AND BENEFITS	R	906.60
01	312643	09/18/2024	APPRIZE TECHNOLOGIES	R	240.00
01	312644	09/18/2024	BARNES & NOBLE BOOK	R	60.00
01	312645	09/18/2024	BITUMINOUS ROADWAYS, INC.	R	36,854.00
01	312646	09/18/2024	BSN SPORTS, LLC	R	2,198.62
01	312647	09/18/2024	CANON USA	R	4,578.42
01	312648	09/18/2024	CATALYST BUYING GROUP LLC	R	1,526.80
01	312649	09/18/2024	CIRCA	R	3,300.00
01	312650	09/18/2024	CITY OF RICHFIELD	R	11,141.59
01	312651	09/18/2024	COMCAST	R	403.58
01	312652	09/18/2024	LOVING GUIDANCE LLC	R	21,275.00
01	312653	09/18/2024	CONTINENTAL RESEARCH CORP	R	771.28
01	312654	09/18/2024	CPM EDUCATIONAL PROGRAM	R	6,210.00
01	312655	09/18/2024	DIGITAL INSURANCE LLC	R	3,607.00
01	312656	09/18/2024	ECM PUBLISHERS INC	R	141.60
01	312657	09/18/2024	EDUCATORS BENEFIT CONSULTANTS LLC	R	512.04
01	312658	09/18/2024	GEE TEEZ & COMPANY, LTD.	R	634.25
01	312659	09/18/2024	H2I GROUP, INC.	R	48,945.00

01	312660	09/18/2024	HAAS MUSICAL INSTRUMENT REPAIR, INC	V	0.00
01	312661	09/18/2024	HAAS MUSICAL INSTRUMENT REPAIR, INC	R	1,937.78
01	312662	09/18/2024	ICS CONSULTING, LLC - 138006	R	5,000.00
01	312663	09/18/2024	IDEAL ENERGIES SOLAR LEASE 2021,LLC	R	7,592.16
01	312664	09/18/2024	INNOVATIVE OFFICE SOLUTIONS LLC	R	178.74
01	312665	09/18/2024	INTERMEDIATE DISTRICT 287	R	47,988.18
01	312666	09/18/2024	LARSON ENGINEERING	R	980.00
01	312667	09/18/2024	LOFFLER	R	994.64
01	312668	09/18/2024	LOFFLER COMPANIES	R	259.99
01	312669	09/18/2024	MALLOY MONTAGUE KARNOWSKI & RADO	R	11,300.00
01	312670	09/18/2024	MATRIX COMMUNICATIONS, INC	R	370.00
01	312671	09/18/2024	MAXORPLUS, LTD	R	95,725.32
01	312672	09/18/2024	PITNEY BOWES BANK PURCHASE POWER	R	1,953.07
01	312673	09/18/2024	RICHFIELD ICE ARENA	R	446.00
01	312674	09/18/2024	RYAN JEANNIE M	R	924.28
01	312675	09/18/2024	SCHOOL HEALTH CORPORATION	R	251.97
01	312676	09/18/2024	SQUIRES, WALDSPURGER & MACE, P.A.	R	7,300.00
01	312677	09/18/2024	WESTERN SPECIALTY CONTRACTORS INC	R	111,338.75
01	312678	09/18/2024	XCEL ENERGY	R	8,600.20
01	312679	09/19/2024	U OF MN TWIN CITIES	R	3,000.00
01	312680	09/19/2024	UNIVERSITY OF ST THOMAS	R	3,000.00
01	V614169	09/19/2024	DANIEL BJOSTAD	R	113.96
01	V614170	09/19/2024	IRIS C HERNANDEZ BALBUENA	R	175.00
01	V614171	09/19/2024	SHANYN HILL	R	57.18
01	V614172	09/19/2024	LEAH M LANNERS	R	169.96
01	V614173	09/19/2024	LORINDA A LOSIER	R	93.40
01	V614174	09/19/2024	AMANDA SAUER	R	6.89
01	312681	09/20/2024	ADVANCED COMMERCIAL KITCHENS	R	230.25
01	312682	09/20/2024	ANDERSON SHEILA K	R	71.10
01	312683	09/20/2024	BATRES JULIO	R	62.00
01	312684	09/20/2024	BERRY COFFEE COMPANY INC.	R	586.50
01	312685	09/20/2024	BIX FRUIT COMPANY	R	5,166.25
01	312686	09/20/2024	BORCHERS WILLIAM S	R	62.00
01	312687	09/20/2024	BRAND FARMS	R	1,860.00
01	312688	09/20/2024	BRIGHTBILL THEODORE	R	62.00
01	312689	09/20/2024	BRUZEK JEFFREY	R	186.00
01	312690	09/20/2024	BUMGARNER TERRY	R	82.00
01	312691	09/20/2024	BURKSTRAND MICHAEL	R	51.50
01	312692	09/20/2024	CLEVELAND JOSHUA S	R	27.83
01	312693	09/20/2024	COOK AMY	R	27.82
01	312694	09/20/2024	DARE AMANDA	R	27.83
01	312695	09/20/2024	EPLER KATHERINE	R	27.82
01	312696	09/20/2024	FINANGER PHILLIP J	R	66.95
01	312697	09/20/2024	GOVENAT DIANE	R	51.50
01	312698	09/20/2024	GRAHAM THOMAS	R	51.50
01	312699	09/20/2024	INDEPENDENT SCHOOL MGMT, INC. (ISM)	R	3,800.00
01	312700	09/20/2024	INSTRUMENTALIST AWARDS	R	92.00
01	312701	09/20/2024	JEROME A PLAGGE JR	R	18.55
01	312702	09/20/2024	JR FRANS VERSLUIS	R	85.00
01	312703	09/20/2024	JW PEPPER & SON INC	R	1,030.71
01	312704	09/20/2024	KEMPS LLC	V	0.00
01	312705	09/20/2024	KEMPS LLC	R	4,179.45
01	312706	09/20/2024	KRUEGER BARBARA	R	27.82
01	312707	09/20/2024	KRUEGER BRANDT	R	51.50
01	312708	09/20/2024	LIMBLE SOLUTIONS, INC.	R	6,365.79
01	312709	09/20/2024	MANDILE RICHARD J	R	62.00
01	312710	09/20/2024	MENDELBLATT SCOTT	R	18.55
01	312711	09/20/2024	METRO TRANSIT	R	970.00
01	312712	09/20/2024	MILES SARA	R	66.95

01	312713	09/20/2024	MOREY ANNE	R	27.82
01	312714	09/20/2024	OHARA MEGAN	R	27.82
01	312715	09/20/2024	ORUC DZEVDO	R	85.00
01	312716	09/20/2024	PAN O GOLD BAKING CO	R	529.90
01	312717	09/20/2024	RIEHLE KELLY ANN	R	62.00
01	312718	09/20/2024	SNA-SCHOOL NUTRITION	R	2,530.00
01	312719	09/20/2024	TASYA RIVERA MARTIN	R	27.82
01	312720	09/20/2024	TRIO SUPPLY COMPANY	R	2,624.47
01	312721	09/20/2024	UPPER LAKES FOODS	R	37,594.22
01	312722	09/20/2024	VETSCH TERRI	R	66.95
01	312723	09/20/2024	WRIGHT PATRICIA	R	82.00
01	312724	09/25/2024	ARBON EQUIPMENT CORPORATION	R	2,025.00
01	312725	09/25/2024	BRINK'S INCORPORATED	R	2,220.30
01	312726	09/25/2024	BSI MECHANICAL, INC.	R	5,929.05
01	312727	09/25/2024	CDW GOVERNMENT INC	R	42,900.00
01	312728	09/25/2024	CEDAR SMALL ENGINE	R	32.93
01	312729	09/25/2024	CINTAS CORPORATION NO 2	R	2,484.63
01	312730	09/25/2024	CONTINENTAL RESEARCH CORP	R	1,174.93
01	312731	09/25/2024	CRISIS PREVENTION INSTITUTE INC	R	400.00
01	312732	09/25/2024	DEPARTMENT OF HUMAN SERVICES	R	847.00
01	312733	09/25/2024	COREMARK METALS	R	910.28
01	312734	09/25/2024	DOOR SERVICE COMPANY OF THE TWIN CI	R	115,694.00
01	312735	09/25/2024	GILBERT MECHANICAL CONTRACTORS, LLC	R	2,097.13
01	312736	09/25/2024	WW GRAINGER INC	R	1,779.17
01	312737	09/25/2024	GROUP MEDICAREBLUE RX	R	7,832.00
01	312738	09/25/2024	HAWKINS INC	R	4,982.71
01	312739	09/25/2024	HEALTHJOY LLC	R	11,583.00
01	312740	09/25/2024	HILLYARD MINNEAPOLIS	R	5,766.85
01	312741	09/25/2024	HJELM, ADAM	R	40.00
01	312742	09/25/2024	INNOVATIVE OFFICE SOLUTIONS LLC	R	6,282.40
01	312743	09/25/2024	INSTITUTE FOR ENVIROMENTAL	R	5,560.00
01	312744	09/25/2024	KREMER SERVICES LLC	R	1,737.61
01	312745	09/25/2024	KTI FENCING, INC.	R	1,540.00
01	312746	09/25/2024	LEROY'S GREAT BEAR	R	121.42
01	312747	09/25/2024	LOFFLER COMPANIES	R	226.77
01	312748	09/25/2024	LVC COMPANIES INC	R	941.32
01	312749	09/25/2024	MADISON NATIONAL LIFE INS CO INC	R	12,589.10
01	312750	09/25/2024	MATH LEARNING CENTER	R	14,346.00
01	312751	09/25/2024	MAXORPLUS, LTD	R	42,953.95
01	312752	09/25/2024	MCDONOUGH'S SEWER SERVICES, INC.	R	1,181.25
01	312753	09/25/2024	MESPA-MN ELEMENTARY	R	962.00
01	312754	09/25/2024	METROPOLITAN MECHANICAL CONTRACTORS	R	10,570.73
01	312755	09/25/2024	MICHELLE NDELY	R	439.50
01	312756	09/25/2024	MIDWEST BUS PARTS INC	R	65.19
01	312757	09/25/2024	MN DEPT OF LABOR AND INDUSTRY	R	500.00
01	312758	09/25/2024	MULTILINGUAL WORD INC	R	2,425.54
01	312759	09/25/2024	NAPA AUTO PARTS	R	242.41
01	312760	09/25/2024	NCS PEARSON INC	R	346.62
01	312761	09/25/2024	NEI ELECTRIC, INC.	R	1,083.34
01	312762	09/25/2024	NOKOMIS SHOE SHOP	R	125.00
01	312763	09/25/2024	PER MAR SECURITY SERVICES	R	14.50
01	312764	09/25/2024	PROPIO LS, LLC	R	482.83
01	312765	09/25/2024	RICHFIELD GIRLS SUMMER FASTPITCH	R	150.00
01	312766	09/25/2024	SCHOOL SERVICE EMPLOYEES UNION	R	5,504.44
01	312767	09/25/2024	SITEONE LANDSCAPE SUPPLY LLC	R	261.92
01	312768	09/25/2024	ST CROIX FIRE & SAFETY, INC.	R	7,251.19
01	312769	09/25/2024	STAR TRIBUNE	R	41.50
01	312770	09/25/2024	THE MPX GROUP	R	156.07
01	312771	09/25/2024	TRISTATE BOBCAT INC	R	85.54

01	312772	09/25/2024	TRUE NORTH WATER TREATMENT	R	10,195.50
01	312773	09/25/2024	UNITED STATES TREASURER	R	430.00
01	312774	09/25/2024	US TICKET, INC.	R	524.60
01	312775	09/25/2024	VOYAGER SOPRIS LEARNING	R	1,555.40
01	312776	09/25/2024	VSP INSURANCE CO. (CT)	R	3,452.30
01	312777	09/25/2024	XCEL ENERGY	R	59,764.11
01	312778	09/26/2024	CHUBB	R	354,795.05
01	312779	09/26/2024	DOLLIFF INC	R	39,055.99
01	312780	09/26/2024	MINNESOTA STATE UNIVERSITY	R	1,500.00
01	312781	09/26/2024	NWAOFUNE PETER	R	170.00
01	312782	09/26/2024	SAINT PAUL COLLEGE	R	2,000.00
01	312783	09/26/2024	TRAVELERS CL REMIT CENTER	R	24,385.00
01	312784	09/26/2024	U OF MN TWIN CITIES	R	4,000.00
01	312785	09/26/2024	WINONA STATE UNIVERSITY	R	3,500.00
01	V614175	09/26/2024	MARIA ARIAS YANEZ	R	119.99
01	V614176	09/26/2024	DAVID H BIPES	R	9.49
01	V614177	09/26/2024	ELVIRA CRUZ MIRANDA	R	149.45
01	V614178	09/26/2024	KARIN V GAERTNER	R	136.22
01	V614179	09/26/2024	JESSICA M HOFFMAN	R	104.19
01	V614180	09/26/2024	MELISSA M ROCCHIO	R	5.00
01	V614181	09/26/2024	JACQUELINE SANCHEZ VIDAL	R	34.78
01	V614182	09/26/2024	JOAN M TOMKINSON	R	175.00
01	V614183	09/26/2024	MICHELLE R WHITESIDE	R	21.57
01	V614184	09/26/2024	KASYA L WILLHITE	R	46.92
01	312786	09/27/2024	ADVANCED COMMERCIAL KITCHENS	R	1,473.72
01	312787	09/27/2024	ANDERSON SHEILA K	R	59.25
01	312788	09/27/2024	BECCARD SETH	R	125.00
01	312789	09/27/2024	BIX FRUIT COMPANY	R	6,089.34
01	312790	09/27/2024	BORCHERS WILLIAM S	R	85.00
01	312791	09/27/2024	BOSE THOMAS N	R	82.00
01	312792	09/27/2024	BRAND FARMS	R	1,860.00
01	312793	09/27/2024	BURKSTRAND JENNIFER	R	27.82
01	312794	09/27/2024	BURKSTRAND MICHAEL	R	51.50
01	312795	09/27/2024	COOK AMY	R	27.82
01	312796	09/27/2024	EPLER KATHERINE	R	27.82
01	312797	09/27/2024	EPLER ROBERT	R	27.82
01	312798	09/27/2024	FALLOW ALEXIS	R	72.10
01	312799	09/27/2024	FINANGER PHILLIP J	R	66.95
01	312800	09/27/2024	GOVENAT DIANE	R	79.32
01	312801	09/27/2024	HOLT JAMES B JR	R	125.00
01	312802	09/27/2024	JR FRANS VERSLUIS	R	85.00
01	312803	09/27/2024	KALDAHL KRISTIN	R	82.00
01	312804	09/27/2024	KEMPS LLC	V	0.00
01	312805	09/27/2024	KEMPS LLC	R	4,241.95
01	312806	09/27/2024	KRUEGER BRANDT	R	51.50
01	312807	09/27/2024	MINNEAPOLIS FOUNDATION	R	2,000.00
01	312808	09/27/2024	MINNEHAHA ACADEMY	R	2,139.99
01	312809	09/27/2024	MORBEN BRYAN	R	125.00
01	312810	09/27/2024	MOREY DOUGLAS	R	27.82
01	312811	09/27/2024	OHARA MEGAN	R	27.82
01	312812	09/27/2024	OLSON ANDREA JADE	R	46.38
01	312813	09/27/2024	OLSON KRISTINA	R	18.55
01	312814	09/27/2024	OWENS SEDRIC	R	27.83
01	312815	09/27/2024	PAN O GOLD BAKING CO	R	499.50
01	312816	09/27/2024	REISWIG BRADY	R	85.00
01	312817	09/27/2024	SPANOYANNIS SILVIA	R	27.82
01	312818	09/27/2024	STEWART CHARLES	R	125.00
01	312819	09/27/2024	STROUP CORY F	R	125.00
01	312820	09/27/2024	TASYA RIVERA MARTIN	R	27.82

01	312821	09/27/2024	THUROW BENNETT	R	89.00
01	312822	09/27/2024	TORTILLERIA LA PERLA	R	225.54
01	312823	09/27/2024	TRIO SUPPLY COMPANY	R	2,176.31
01	312824	09/27/2024	TURNBULL BLAINE	R	89.00
01	312825	09/27/2024	UPPER LAKES FOODS	R	34,534.87
01	312826	09/27/2024	VETSCH TERRI	R	66.95

Total Checks, Epays, & Scholarship Register					1,569,269.63
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RICHFIELD PUBLIC SCHOOLS

Investment Holdings as of
September 25, 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%	943,255.84	-	-	-	-	943,255.84
Federated Institutional Tax-Free Cash Trust	01/00/00	3.00%	946,515.92	-	-	-	946,515.92	-
MNTrust Term Series-Flex (PenFed C)	01/00/00	4.65%	7,882,040.36	7,882,040.36	-	-	-	-
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			27,169,144.65	17,332,874.86	236,800.00	1,201,400.00	946,515.92	7,451,553.87

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting October 7th, 2024

Subject: PERSONNEL ITEMS

(Recommended by superintendent)

That the board of education approve the following personnel items:

Certified Full Time Yr 1 of 3

Jenna Ssemujju – Kindergarten – Centennial Elementary School
Effective: 8/23/2024

Certified Full Time Tier 1

Justin Fogel – Business Education – Richfield Senior High School
Effective: 8/20/2024

Certified Full Time Out of Field

Nicholas Leeke – Mathematics – Richfield Middle School
Effective: 8/20/2024

Cora Peacha – Special Education – STEM Elementary School
Effective: 8/20/2024

Certified Full Time PreK

Angela Zielinski – Prekindergarten – Central
Effective: 8/20/2024

Classified Full Time Paraprofessional for Employment

Danielle Miller – Special Education Paraprofessional – Centennial Elementary
Effective: 09/04/2024

Classified Full Time Facilities and Transportation Resignation

Keith Rief - Custodial Specialist - Richfield High School
Effective: 10/11/2024
Yrs. of Service: 27

OLD BUSINESS – FOR REVIEW

Agenda Item V.A.

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 7, 2024

Subject: Activities Transportation

(Recommended by the superintendent)

A second read of Policy 744: Activities Transportation & Administrative Guideline 744.1. This policy outlines the process for transporting students, parent/guardians and staff members to activities.

Feedback was obtained from the Activities and Transportation Departments. Suggested changes have been included to adhere to District branding and style guidelines.

Attachments:

Policy 744: Activities Transportation - **redlined**

Administrative Guideline 744.1 - **redlined**

MSBA Model Policy 710: Extracurricular Transportation

**RICHFIELD PUBLIC SCHOOLS
ACTIVITIES TRANSPORTATION**

I. PURPOSE

The purpose of this policy is to make clear to students, parents and staff the ~~school district's~~Richfield Public Schools policy regarding activities transportation.

II. GENERAL STATEMENT OF POLICY

~~The school district~~Richfield Public Schools may charge a fee for transporting students to and from activities in accordance with Minnesota Statute §123B.36 that authorizes charging a fee for service.

The determination as to whether to provide transportation for students, spectators or participants to and from activities shall be made by the ~~school d~~District administration. This determination shall include, but is not limited to, charter licensing requirements, the persons to be transported, the type or method to be utilized, distance to the event, available vehicles, amount of scheduling and coordination, and any other transportation arrangements.

A. Transportation for students participating in Minnesota State High School League (MSHSL) sanctioned activities shall be provided by the ~~district~~District as outlined in the Administrative Guidelines.

B. The transportation cost for non-MSHSL sanctioned activities and events shall be provided by the District or paid for by the students participating as outlined in the Administrative Guidelines.~~shall be paid for by the students participating.~~

C. The cost of transportation provided to parents and ~~user~~groupsspectators to an event or activity shall may be required to be borne-paid for by those participating.

Legal References:

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

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

~~_____~~ Minn. Stat. § 123B.49 (Extra Curricular Transportation)

~~_____~~ Minn. Stat. § 123B.86 (Equal Treatment)

~~_____~~ Minn. Stat. § 123B.88 (Transportation)

~~_____~~ Minn. Stat. § 123B.92 (Transportation Aid & Entitlement)

Cross References:

Board Policy 653 ~~(: Field Trips)~~

~~_____~~ Board Policy 541 ~~(: Student Behavior)~~

~~_____~~ Board Policy 742 ~~(: Transportation)~~

~~_____~~ Board Policy 741 (Walk Distance)

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| 2 ~~ADOPTED-RATIFIED~~ BY THE BOARD OF EDUCATION: April 15, 2002

3

| 4 REVISED BY THE BOARD OF EDUCATION: March 19, 2007:

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| 6 ~~REVISED BY THE BOARD OF EDUCATION:~~ May 20, 2019

1 **RICHFIELD PUBLIC SCHOOLS**
2
3 **ADMINISTRATIVE GUIDELINES**
4
5 **ACTIVITIES TRANSPORTATION**
6

7 **I. INTRODUCTION**
8

9 These administrative guidelines are to facilitate activities transportation services;
10 this includes but is not limited to athletics, school sponsored clubs, and theater,
11 pursuant to ~~Board~~ Policy 744: Activities Transportation.
12

13 **II. ARRANGEMENT OF TRANSPORTATION**
14

15 ~~School district~~Richfield Public Schools employees may undertake independent
16 arrangement, scheduling
17 or coordination of transportation for activities only when specifically directed or
18 approved by the activities director. ~~School d~~istrict employees will notify
19 the
20 activities director of all transportation arrangements made.

21 **III. EMPLOYEE TRANSPORTATION OF STUDENTS**
22

23 Transportation shall be furnished through a commercial carrier or school-owned
24 vehicle. All vehicles used to transport students shall be properly registered and
25 insured. ~~In the event a private vehicle is approved for use, a certificate of
26 insurance must be on file in the school district office.~~

27 ~~In the event of an emergency or other unforeseeable circumstances, employees
28 are authorized to make appropriate transportation arrangements for students as
29 necessary. Employees may transport students in non-emergency circumstances
30 when approved by the transportation department. The employee shall report the
31 relevant facts and circumstances to the administration.~~

32 Employees may transport students on approved trips in rental vehicles. All
33 employees driving students need to complete the school's van training prior to
34 transporting students.
35

An employee may use a personal vehicle to transport staff or personal property to
activities upon prior, written approval from administration.

An employee must not use a personal vehicle to transport one or more students to
activities.

A. If immediate transportation of a student is required due to an emergency
or unforeseen circumstance, such as the illness or injury of a child, and the
transportation does not constitute regular or scheduled transportation, a
personal vehicle may be used. To the extent a personal vehicle is used, the
vehicle must be properly registered and insured.

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B. An employee must obtain preapproval by administration of student transportation by a personal vehicle, if practicable. If preapproval by administration of use of a personal vehicle cannot be obtained in a reasonable time given the circumstances, an employee shall report the relevant facts and circumstances justifying the need for use of a personal vehicle to administration as soon as practicable. The relevant facts and circumstances for use of a personal vehicle shall be documented by administration.

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IV. STUDENT DISCIPLINE

Rules of conduct and student discipline shall apply to all student transportation.

In the event a student desires to return home from an event with a parent or other adult, a letter of permission, signed by the student's parent or guardian, must be presented to the activities office prior to the event. The letter of permission is appended to this document. In the case of a family or medical emergency at an away event, parents may transport their student or make arrangements to have their student transported. Circumstances of the emergency and the transportation arrangements will be reported to the activities director as soon as possible.

1 **V. ACTIVITIES TRANSPORTATION**

- 2
- 3 A. The transportation cost to ~~participate in activities or~~ attend an event
4 shall be the personal responsibility of the student.
- 5
- 6 B. Transportation to scheduled practices shall be the personal
7 responsibility of the student.
- 8
- 9 C. Transportation shall be provided to competitions within a 70 mile
10 radius of Richfield High School.
- 11
- 12 D. Transportation to scrimmages and competitions outside of a 70
13 mile radius of Richfield High School requires prior approval by the
14 activities director.
- 15
- 16 E. Buses shall be scheduled whenever possible in such a manner to
17 reduce the number of buses used. Groups shall share
18 transportation when having common destinations and may be
19 expected to wait for the completion of each other's events before
20 the return trip.
- 21
- 22 F. A coach style bus is recommended for travel outside the districts
23 70 mile radius transportation limit.
- 24
- 25 G. Coaches and activity advisors are encouraged to use a school van
26 when transporting small groups.
- 27
- 28 H. The transportation department is encouraged to contract for
29 transportation service to accommodate trips beyond the district's
30 capacity.

31 ~~I. The District may provide transportation from school to home
32 bus stops after activity practices when feasible.~~

33 **VI. FEE FOR SERVICE**

34 The transportation department will charge the user group the established cost
35 per mile for the use of a van or school bus plus the labor cost when a licensed
36 school bus driver is required.

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40 Dated: April 15, 2002
41 Reviewed: March 19, 2007
42 Revised: May 20, 2019

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Adopted: _____

MSBA/MASA Model Policy 710

Orig. 1995

Revised: _____

Rev. 20~~22~~¹²

710 EXTRACURRICULAR TRANSPORTATION

I. PURPOSE

The purpose of this policy is to make clear to students, parents, and staff the school district's policy regarding extracurricular transportation.

II. GENERAL STATEMENT OF POLICY

The determination as to whether to provide transportation for students, spectators, or participants to and from extracurricular activities shall be made solely by the school district administration. This determination shall include, but is not limited to, the decision to provide transportation, the persons to be transported, the type or method to be utilized, all transportation scheduling and coordination, and any other transportation arrangements or decisions. Employees who are involved in extracurricular activities shall be advised by the administration as to the transportation arrangements made, if any.

III. ARRANGEMENT OF EXTRACURRICULAR TRANSPORTATION

School district employees shall not undertake independent arrangement, scheduling, or coordination of transportation for extracurricular activities unless specifically directed or approved by the school district administration. All transportation arrangements made by a school district employee must be approved by a building administrator. If the school district makes no arrangements for extracurricular transportation, students who wish to participate are responsible for arranging for or providing their own transportation.

IV. NO EMPLOYEE TRANSPORTATION OF STUDENTS WITH PERSONAL VEHICLES

An employee must not use a personal vehicle to transport one or more students except as provided herein. However, employees may make appropriate transportation arrangements for students as necessary in an emergency or other unforeseeable circumstance.

In a nonemergency situation, an employee must get prior, written approval from the administration before transporting a student in a personal vehicle. If a school vehicle is available, the employee will use the school vehicle. The administration has the sole discretion to make a final determination as to the appropriate use of a personal vehicle to transport one or more students.

If any emergency transportation arrangements are made by employees pursuant to this section, the relevant facts and circumstances shall be reported to the administration as soon thereafter as practicable.

All vehicles used to transport students shall be properly registered and insured.

[Note: This policy provides that employees may use a personal vehicle to transport students in an emergency or other unforeseeable circumstance. An "emergency or other unforeseeable circumstance" does not include situations where regular transportation is available or scheduled.]

For example, if a scheduled extracurricular event occurs outside of the school district and the school district transports a team or group of students to and from the event, an employee would be prohibited by law from using a personal vehicle to transport some students to the event. In contrast, if a student attending this same event became ill or injured and required immediate transportation home or to a health care facility, the exigent need to transport one student would not constitute regular or scheduled transportation. An employee would have authority to transport the student in a personal vehicle under these circumstances, if using a vehicle that is properly registered and insured. The expectation of the school district is that the employee would immediately contact administration about these circumstances to ensure oversight of the employee's use of this exception.

Nonregular and nonscheduled transportation also would include situations where some notice may be provided of the need for transportation to a nonscheduled event for which transportation generally is not provided by the school district. For example, a group of students may participate in a scheduled debate competition for which regular school district transportation is provided. Two students advance to a regional competition the following day. Transportation would not have been scheduled to the regional competition as the students' advancement was not predicted. These circumstances may justify an employee's use of a personal vehicle to transport the two students to the regional competition, if the vehicle is properly registered and insured. Because the employee has sufficient time to contact an administrator, advance written permission by an administrator would be expected for the purpose of overseeing that the reasons for an employee using a personal vehicle comply with the requirements of the law.]

V. FEES

In its discretion, the school district may charge fees for transportation of students to and from extracurricular activities conducted at locations other than school, where attendance is optional.

Legal References:

Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 169.011, Subd. 71(a) (Definitions ~~of a School Bus~~)
Minn. Stat. § 169.454, Subd. 13 (Type III Vehicle Standards ~~Exemption~~)

Cross References:

MSBA/MASA Model Policy 610 (Field Trips)
MSBA/MASA Model Policy 709 (Student Transportation Safety Policy)
~~MSBA Service Manual, Chapter 2, Transportation~~

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 7, 2024

Subject: Gifts to Employees

(Recommended by the superintendent)

A first read of Policy 408: Gifts to Employees & Administrative Guideline 408.1. This policy sets expectations for any gifts given to staff members or school board members in order to avoid the appearance of conflict of interest situations.

Currently the policy and guideline state that employees may not accept gifts of greater than nominal value, which is \$35 from an individual or \$100 from a group. If the gift is coming from a person or organization doing business with the District, it cannot be accepted if it has greater than a \$5 value.

Suggested changes have been included for clarity and to adhere to District branding and style guidelines.

Attachments:

Policy 408: Gifts to Employees - redlined

Administrative Guideline 408.1 - redlined

MSBA Model Policy 421: Gifts to Employees and School Board Members

RICHFIELD PUBLIC SCHOOLS

GIFTS TO EMPLOYEES

I. PURPOSE

The purpose of this policy is to avoid the appearance of impropriety or the appearance of a conflict of interest with respect to gifts given to ~~school district~~Richfield Public Schools employees and school board members.

II. GENERAL STATEMENT OF POLICY

- A. The ~~school-d~~District recognizes that students, parents, and others may wish to show appreciation to ~~school-d~~District employees. The policy of the ~~school-d~~District, however, is to discourage gift giving to employees and to encourage donors instead to write letters and notes of appreciation or to give small tokens of gratitude as memorabilia.
- B. A violation of this policy occurs when any employee solicits, accepts, or receives either by direct or indirect means, a gift from a student, parent, or other individual or organization of greater than nominal value. The superintendent has discretion to determine what value is nominal. This value will be stated in the administrative guideline related to this policy.
- C. A violation of this policy occurs when any employee solicits, accepts, or receives a gift from a person or entity doing business with or seeking to do business with the ~~school-d~~District. Employees may accept items of insignificant value of a promotional or public relations nature or a plaque with a resale value of \$5 or less with an inscription recognizing an individual for an accomplishment. The superintendent has discretion to determine what value is "insignificant."
- D. Teachers may accept ~~from publishers~~ free samples of textbooks and related teaching materials from publishers.
- E. This policy applies only to gifts given to employees where the donor's relationship with the employee arises out of the employee's employment with the ~~school-d~~District. It does not apply to gifts given to employees by personal friends, family members, other employees, or others unconnected to the employee's employment with the ~~school-d~~District.
- F. An elected or appointed member of a school board, a school superintendent, a school principal, or a district school officer, including the school business official, may not accept a gift from an interested person.

III. DEFINITIONS

- A. "Gift" means money, real or personal property, a service, a loan, a forbearance or forgiveness of indebtedness, or a promise of future employment, that is given without something of equal or greater value being received in return.

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B. "Interested person" means a person or a representative of a person or association that has a direct financial interest in a decision that a school board member, a superintendent, a school principal, or a district school officer is authorized to make.

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B.C. "Financial interest" means any ownership or control in an asset which has the potential to produce a monetary return.

IV. PROCEDURES

Any employee considering the acceptance of a gift shall confer with the administration for guidance related to the interpretation and application of this policy.

V. VIOLATIONS

Employees who violate the provisions of this policy may be subject to discipline, which may include reprimand, suspension, and/or termination or discharge.

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Legal References:

- Minn. Stat. 10A.07 (Conflicts of Interest)
- Minn. Stat. 10A.071 (Prohibition of Gifts)
- Minn. Stat. 15.43 (Acceptance of Advantage by State Employee Penalty)
- Minn. Stat. 471.895 (Certain Gifts by Interested Persons Prohibited)

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Cross References:

Board Policy 202—; School Board Member Code of Ethics

~~ADOPTED-RATIFIED~~ BY THE BOARD OF EDUCATION: - November 15, 1999
REVIEWED AND ~~RE~~AFFIRMED BY THE BOARD OF EDUCATION: -December 20, 2004—; June 11, 2012
REVISED BY THE BOARD OF EDUCATION: -June 10, 2019

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RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINES

GIFTS TO EMPLOYEES

I. PURPOSE

The purpose of these administrative guidelines is to assist in the implementation of Board Policy 408-: Gifts to Employees.

II. GUIDELINES REGARDING GIFTS

- A. Board Policy 408 specifies that acceptance of a gift is permitted if it is of nominal value. For purposes of this policy, a gift received from an individual or family with an approximate value of \$35.00 or less is considered nominal value. A gift received from a group (e.g. from a sports team to a coach) with an approximate value of \$100.00 or less is considered nominal value.
- B. Employees shall confer with the building administrator for guidance related to the interpretation and application of this policy.
- C. Questions that cannot be addressed by the building administrator shall be referred to the superintendent.

III. ALTERNATIVES TO PERSONAL GIFTS

As indicated in Section II.A. of Policy 408, persons wishing to show appreciation are encouraged to do so in alternative ways. Other ways of showing appreciation include, but are not limited to, the following:

- A. Verbal expression of appreciation to the individual directly and/or to the individual's supervisor.
- B. Letter or note of appreciation to the individual, the individual's supervisor, and/or to the Board of Education.
- C. Small tokens of gratitude as memorabilia.
- D. Donation to ~~the~~ Richfield Public Schools ~~Foundation~~ and/or to the Spartan Foundation in an employee's name.

If the individual being recognized is associated with a specific school program or activity, the donation could be designated to support that program or activity.

51 **IV. COMMUNICATIONS**

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Building and district level administrators are expected to inform staff and parents about Policy 408 and Administrative Guidelines 408.1, ~~e.g.~~ through a variety of media such as the ~~school-~~District website and building publications.

Dated: November 15, 1999

Reviewed:

Revised: December 20, 2004, ~~;~~ June 11, 2012, ~~;~~ June 10, 2019

Adopted: _____

MSBA/MASA Model Policy 421

Orig. 1995

Revised: _____

Rev. 2019

421 GIFTS TO EMPLOYEES AND SCHOOL BOARD MEMBERS

I. PURPOSE

The purpose of this policy is to avoid the appearance of impropriety or the appearance of a conflict of interest with respect to gifts given to school district employees and school board members.

II. GENERAL STATEMENT OF POLICY

- A. The school district recognizes that students, parents, and others may wish to show appreciation to school district employees. The policy of the school district, however, is to discourage gift-giving to employees and to encourage donors instead to write letters and notes of appreciation or to give small tokens of gratitude as memorabilia.
- B. A violation of this policy occurs when any employee solicits, accepts, or receives, either by direct or indirect means, a gift from a student, parent, or other individual or organization of greater than nominal value.
- C. A violation of this policy occurs when any employee solicits, accepts, or receives a gift from a person or entity doing business with or seeking to do business with the school district. Employees may accept items of insignificant value of a promotional or public relations nature or a plaque with a resale value of \$5 or less with an inscription recognizing an individual for an accomplishment. The superintendent has discretion to determine what value is "insignificant."
- D. Teachers may accept from publishers free samples of textbooks and related teaching materials.
- E. This policy applies only to gifts given to employees where the donor's relationship with the employee arises out of the employee's employment with the school district. It does not apply

to gifts given to employees by personal friends, family members, other employees, or others unconnected to the employee's employment with the school district.
- F. An elected or appointed member of a school board, a school superintendent, a school principal, or a district school officer, including the school business official, may not accept a gift from an interested person.

III. DEFINITIONS

- A. "Gift" means money, real or personal property, a service, a loan, a forbearance or forgiveness of indebtedness, or a promise of future employment that is given without something of equal or greater value being received in return.
- B. "Interested person" means a person or a representative of a person or association that has a direct financial interest in a decision that a school board member, a superintendent, a school principal, or a district school officer is authorized to make.

- C. "Financial interest" means any ownership or control in an asset which has the potential to produce a monetary return.

IV. PROCEDURES

Any employee considering the acceptance of a gift shall confer with the administration for guidance related to the interpretation and application of this policy.

V. VIOLATIONS

Employees who violate the provisions of this policy may be subject to discipline, which may include reprimand, suspension, and/or termination or discharge.

Legal References: Minn. Stat. § 10A.07 (Conflicts of Interest)
Minn. Stat. § 10A.071 (Prohibition of Gifts)
Minn. Stat. § 15.43 (Acceptance of Advantage by State Employee; Penalty)
Minn. Stat. § 471.895 (Certain Gifts by Interested Persons Prohibited)

Cross References: MSBA/MASA Model Policy 209 (Code of Ethics)
MSBA/MASA Model Policy 210 (Conflict of Interest – School Board Members)
MSBA/MASA Model Policy 306 (Administrator Code of Ethics)

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 7, 2024

Subject: Student Dress and Appearance

(Recommended by the superintendent)

A first read of Policy 547: Student Dress and Appearance and Administrative Guideline 547.1. This policy establishes expectations for how students dress in Richfield Public Schools. The policy outlines some examples of what is appropriate and inappropriate dress for school. The administrative guideline details the school uniform expectations at Richfield Dual Language School.

The board made some specific changes to the policy in December of 2023 but did not complete a full review of the policy and guideline at that time.

Input will be obtained from the student and parent/guardian groups of the Safe & Supportive Schools committee before this policy is brought back to the board with suggested changes.

Attachments:

Policy 547: Student Dress and Appearance

Administrative Guideline 547.1: Richfield Dual Language School Uniform Dress

MSBA Model Policy 504: Student Dress and Appearance

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RICHFIELD PUBLIC SCHOOLS

STUDENT DRESS AND APPEARANCE

I. PURPOSE

The purpose of this policy is to enhance the education of students by establishing expectations of dress and grooming related to educational goals and community standards. This policy includes after school and community education programs for students unless uniforms are required for the program.

II. DEFINITIONS

Headgear is defined as anything worn on the head. Headgear includes but is not limited to hats, scarfs, hoodies, bandanas, and other forms of headwear.

III. GENERAL STATEMENT OF POLICY

- A. It is the policy of this school district to encourage students to be dressed appropriately for school activities and in keeping with community standards. This is a joint responsibility of the student and the student's parent(s) or guardian(s).
- B. Appropriate clothing includes, but is not limited to, the following:
1. Clothing that covers all undergarments and/or covers all private parts. Tops, bottoms, and shoes are required to be worn. Clothing worn for medical, cultural, or religious observances are allowed.
 2. Headgear is allowed provided it does not impede the student's ability to engage in learning.
 3. Clothing that does not create a health or safety hazard.
 4. Clothing appropriate for the activity (i.e., physical education or the classroom).
- C. Inappropriate clothing includes, but is not limited to, the following:
1. Clothing that does not cover all undergarments and/or does not cover all private parts.
 2. Apparel promoting products or activities that are illegal for use by minors.
 3. Objectionable emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry communicating a message that is racist, sexist, or otherwise derogatory to a protected group,

Students

page 2

50 evidences gang membership or affiliation, or approves, advances or
 51 provokes any form of religious, racial or sexual harassment and/or
 52 violence against other individuals as defined in School Board Policy
 53 103 pertaining to “Racial, Religious and Sexual Harassment and
 54 Violence.”

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4. Any apparel or footwear that could damage school property.

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5. Any headgear and/or hair accessories that block the face and/or
 59 create a barrier to the student’s ability to hear and/or engage in
 60 learning.

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D. It is not the intention of this policy to infringe on the rights of students to
 63 express political, religious, philosophical, or similar opinions by wearing
 64 apparel on which such messages are stated. Such messages are acceptable
 65 as long as they are not lewd, vulgar, obscene, defamatory, profane, do not
 66 advocate violence or harassment against others or do not create a substantial
 67 disruption of the learning environment.

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IV. UNIFORM DRESS

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A. The Superintendent may authorize uniform dress guidelines for an
 72 individual school or program, provided that the guidelines reflect
 73 involvement of the school community, take into consideration the financial
 74 ability of students to purchase uniforms, and allow for exemptions upon
 75 parent request.

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B. The administration may recommend a form of dress considered appropriate
 78 for a specific event and communicate the recommendation to students and
 79 parents/guardians.

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C. An organized student group may recommend a form of dress for students
 82 considered appropriate for a specific event and make such recommendation
 83 to the administration for approval.

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V. SANCTIONS

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When, in the judgment of the administration, a student’s appearance, grooming, or
 88 mode of dress interferes with or disrupts the educational process or school
 89 activities, or poses a threat to the health or safety of the student or others, the student
 90 will be directed to make modifications. Parents/guardians will be notified.

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Legal References:

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U. S. Const., amend. I

95

Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)

96

Stephenson v. Davenport Community School District, 110 F.3d 1303 (8th Cir. 1997)

97

Harper v. Poway Unified Sch. Dist., 445 F.3d 1166 (9th Cir. 2006)

98

Hicks v. Halifax County Board of Educ., 93 F.Supp.2d 649 (E.D.N.C. 1999)

Students page 3

99 *McIntire v. Bethel School, I.S.D. No. 3*, 804 F.Supp. 1415, 78 Educ. L.Rep. 828 (W.D.
100 Okla. 1992)

101 *Olesen v. Board of Educ. of Sch. Dist. No. 228*, 676 F.Supp. 820, 44 Educ. L. Rep. 205
102 (N.D. Ill. 1987)

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104 ***Cross References:***

105 Policy 103 (Harassment Prohibition)

106 Policy 541 (Student Behavior)

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109 RATIFIED BY THE BOARD OF EDUCATION: August 20, 2007

110 REVISED BY THE BOARD OF EDUCATION: July 15, 2019; December 4, 2023

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RICHFIELD PUBLIC SCHOOLS
ADMINISTRATIVE GUIDELINES
RICHFIELD DUAL LANGUAGE SCHOOL
UNIFORM DRESS GUIDELINES

I. OVERVIEW

- A. At the Richfield Dual Language School, we seek to create the best learning environment for all students and believe that a safe and disciplined learning environment is the first requirement of an effective school. In order to promote school pride, unity, discipline, and civility, students are encouraged to wear the school uniform.
- B. Consistent with Section III.A of Board Policy 547 (Student Dress and Appearance), the uniform dress guidelines for RDLS reflect involvement of the school community, take into consideration the financial ability of students to purchase uniforms, and allow for exemption upon parent request.
- C. This administrative guideline applies at all times on the school campus, on buses, on field trips and other school-sponsored activities. Students are expected to remain in uniform all day, including after school while remaining on campus.

II. BENEFITS

The potential benefits of a uniform policy include:

- i. Putting the focus on academics rather than fashion;
- ii. Lowering the cost of school clothes;
- iii. Ensuring a safe school environment by preventing students from wearing inappropriate insignias;
- iv. Helping students to differentiate between a learning environment and a play environment;
- v. Instilling a sense of school pride and discipline.

III. EXEMPTIONS

- A. Parents wishing to exempt their student from the uniform dress guidelines may opt-out by completing the attached *Application for Exemption* form. The exemption is effective upon review by the building principal. An exemption is valid only for the current school year and must be renewed at the beginning of each school year.
- B. Groups officially sanctioned by the school or district, may wear their uniforms in place of the school uniform.

- C. Students may wear school shirts of any type sold by the school in place of the school uniform.

V. RICHFIELD DUAL LANGUAGE SCHOOL STUDENT UNIFORM DRESS OPTIONS:

- A. The colors for RDLS are: **burgundy, white, gray, khaki, and black.**

- B. Students may choose from among the following uniform dress options:

Shirts

- White, Black, Burgundy, khaki, or Gray Polo Shirt, Short or Long Sleeve
- White, Black, Burgundy, khaki or Gray Dress Shirt, Short or Long Sleeve

Bottoms

- Khaki, Black or Gray Pants
- Khaki, Black or Gray Bermuda Shorts
- Khaki, Black or Gray Skorts
- Burgundy-Plaid V-Neck Pleated Jumper (Burgundy-plaid v-neck pleated jumpers corresponding to the sample provided)
- Black, Khaki or Burgundy-Plaid Pleated Skirt (Burgundy-plaid pleated skirts corresponding to the sample provided)
- Black, Khaki or Burgundy-Plaid Skort (Burgundy-plaid skorts corresponding to the sample provided)
- Khaki, Black or Gray Pants, Flat Front or Pleated
- Khaki, Black or Gray Walk Shorts

Belt

- Black

Sweaters

- Burgundy or Black V-Neck Unisex Sweater Vest w/ School Logo
- Burgundy or Black Blue Zip Front Sweater w/ School Logo

Shoes

- Athletic or Black Dress Shoes (No Sandals or Open-toed Shoes)

Accessories

- Hats or caps may not be worn during the school day in the school.
- Any hair accessories must be unobtrusive.

Independent School District 280
Richfield, Minnesota

Richfield Dual Language School

***APPLICATION FOR EXEMPTION FROM
THE SCHOOL UNIFORM DRESS GUIDELINES***

Name of the person submitting this application: _____

Name of student: _____

Address: _____ Telephone #: _____

School year: _____ Teacher: _____ Grade: _____

I certify that I am the parent or legal guardian of the student named above. I choose not to have my child comply with the Richfield Dual Language School Uniform Dress Guidelines and hereby request exemption. I understand that this exemption applies only to the current school year, and that that this exemption will be effective following review by the Building Principal. I further understand that I have the right to rescind this request at any time during the school year.

The reason for requesting an exemption is as follows:

Signature of Parent/Guardian

Date of Request

Signature of Principal

Date Reviewed

Adopted: _____

MSBA/MASA Model Policy 504

Orig. 1995

Revised: _____

Rev. 2023

504 STUDENT DRESS AND APPEARANCE

PLEASE NOTE: MINNESOTA SCHOOL DISTRICTS AND CHARTER SCHOOLS ARE NOT REQUIRED TO REVISE THEIR DRESS CODE POLICIES AT THIS TIME.

For the past year, the Minnesota School Boards Association (MSBA) has engaged in a deep review of Model Policy 504—Student Dress and Appearance.

The updates offered below reflect the key goals of permitting students to engage in their First Amendment right to express themselves while maintaining a positive school environment in which learning is promoted and students are protected from harm.

In updating Model Policy 504, MSBA seeks to promote and support local discussion and decision-making. Alternative provisions are offered, such as on head wear and hats, in order to assist board members as they create a policy that best fits their schools and their communities.

As Minnesota school districts review and revise their dress code policies, MSBA anticipates that it will learn valuable lessons that can be shared with other schools throughout the state. The revisions offered here are a starting point and are likely to be augmented in the future.

This model policy uses the term “dress code” to refer to the policy itself because of the longstanding practice and community familiarity with the term. A school board can choose to use a different term, such as “clothing,” to replace dress.

Minnesota school boards have considerable authority to decide whether to have a dress code policy at all. Boards can choose the provisions the policy contains. School boards might choose to retain their current dress code policy. Boards may opt to change some provisions and to keep others. Boards may include language that does not appear in Model Policy 504.

The Minnesota legislature passed two laws in 2023 that are relevant to dress codes.

School boards may choose to engage with students, staff, parents and guardians, and others to craft a dress code for the school district.

In light of the many local decision points that a dress code invites, MSBA decided to not attempt to create a redline version that could be universal across the state.

I. PURPOSE

The purpose of this policy is to enhance the education of students by establishing expectations that support educational goals. Students and their families have the primary and joint responsibility for student clothing and appearance. Teachers and other district staff should exemplify and reinforce student clothing and appearance standards and help students develop an understanding of appropriate appearance in the school environment.

The school board is encouraged to draft a purpose statement that reflects the school district’s mission and goals.

The dress code provisions offered below recognize that clothing is an expressive

activity protected under the First Amendment. The policy seeks to promote fair treatment of all students and to reduce staff time spent monitoring student clothing. School boards may choose to adopt all, some, or none of the suggested provisions.

II. GENERAL STATEMENT OF POLICY

A. *The policy of the school district is to encourage students to be dressed suitably [or appropriately] for school activities and in keeping with community standards.*

As school boards create a school dress code, they often encounter challenges related to subjective terms—such as appropriate, suitable, or community standards—that can be vague and can vary from one person’s interpretation to another. School boards may choose to provide more explicit provisions, such as are presented below.

B. *A student’s clothing or appearance may not materially and substantially disrupt or interfere with the educational mission, school environment, classwork, or school activities. A student’s dress or appearance may not incite or contribute to substantial disorder or invasion of the rights of others or pose a threat to the health or safety of the student or others.*

Unlike Paragraph A above, Paragraph B focuses upon potential effects upon learning, discipline, and safety as it balances students’ right to express themselves. The standards stated in Paragraph B draw upon the U.S. Supreme Court decision in *Tinker v. Des Moines Independent Community School District* and subsequent decisions (see *Legal References* below).

C. *Students’ rights to choose their dress and appearance for school and school-related activities will be protected provided that the clothing:*

1. *does not injure people or damage property;*
2. *does not materially and substantially disrupt or interfere with the educational process or classwork;*
3. *does not interfere with the requirements of discipline in the operation of the school or school activities, materially disrupt classwork;*
4. *does not involve substantial disorder or invasion of the rights of others.*

Such clothing includes, but is not limited to, the following:

1. *Clothing for the weather.*
2. *Clothing that does not create a health or safety hazard.*
3. *Clothing for the activity (i.e., physical education or the classroom).*
4. *Footwear that does not present a safety hazard.*
5. *Headwear, including hats or head coverings, are allowed provided that it does not cover the student’s face to the extent that the student is not identifiable. Headgear must not interfere with the educational process. Hoodies must allow the face and ears to be visible from the front and sides and must not interfere with the line of sight to any student or staff including while the student wearing the hoodie is seated. Students may wear headgear for a medical or religious reason.*

Across the nation, school boards have been encouraged to reconsider rules regarding hats and other headwear. In recent years, Minnesota school districts have developed a range of policies regarding hats and related headgear. Some districts have chosen to maintain a prohibition. Others have created grade/building specific rules. Some boards have permitted hats while prohibiting hoods.

A school board could choose to direct school building-level administration to work with staff, students, and others to develop building-specific rules regarding headwear.

6. *Hair, including but not limited to hair texture and hair styles such as braids, locks, and twists.*

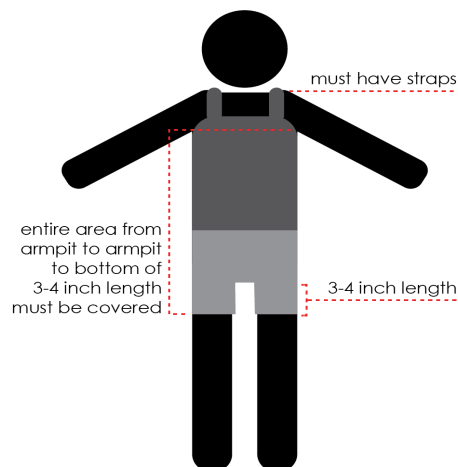
In 2023, the Minnesota legislature enacted the CROWN Act, which adds Subparagraph 6 to the protections under the Minnesota Human Rights Act.

C. *Student clothing may not include the following:*

1. *Option 1: Students may not wear inappropriate clothing.*

Option 2: Extremely brief garments and see-through garments may not be worn.

Option 3: Clothing must cover areas from one armpit across to the other armpit, down to approximately 3 to 4 inches in length on the upper thighs (see image).



MSBA is grateful to the Roanoke County Public Schools (Virginia) for its permission to incorporate this image in Model Policy 504.

The previous Model Policy 504 prohibited "inappropriate" clothing and then presented a short list of examples. Creating a comprehensive, clear definition of "inappropriate" clothing presents significant challenges, as does reliance upon a small list of examples of "inappropriate" clothing.

MSBA encourages school boards to consider moving away from “appropriate” standards to an approach that focuses upon impacts upon other students and the educational process. A school board may decide to focus upon the prohibition upon clothing that “materially and substantially disrupts or interferes with” the educational process and related standards set out in Article II.B above rather than invoking a general ‘inappropriate’ standard.

MSBA understands that school boards may wish to establish expectations regarding clothing that covers one’s body. To this end, MSBA offers some examples a school board could adapt or adopt. Other options can be considered.

Subparagraphs 2-4 below could be retained regardless of how a school board chooses to proceed under Subparagraph 1.

2. Clothing (including emblems, badges, symbols, signs, words, objects or pictures on clothing or jewelry) bearing a message that is lewd, vulgar, obscene, libelous, or denigrates, harasses, discriminates against others on the basis of protected class status under the Minnesota Human Rights Act, or violates school district policies prohibiting discrimination, violence, harassment, or other harmful activities.

Subparagraph 2 seeks to encourage understanding of the ways in which expression through clothing can communicate messages that create harm or a hostile learning environment for others.

3. Apparel promoting products or activities that are illegal for use by minors.

4. Communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group, or approves, advances, or provokes any form of religious, racial, or sexual harassment and/or violence against other individuals as defined in Policy 413.

D. The intention of this policy is not to abridge the rights of students to express political, religious, philosophical, or similar opinions by wearing clothing on which such messages are stated. Such messages are acceptable as long as they are not lewd; vulgar; obscene; libelous; do not denigrate, harass, or discriminate against others on the basis of protected class status under the Minnesota Human Rights Act; or do not violate school district policies prohibiting discrimination, bullying, violence, harassment, or other harmful activities.

Paragraph D confirms the right that students possess to express themselves within the general standards established in this policy. A school board could choose to combine this with Subparagraph 2 above.

III. PROCEDURES

A. Enforcement of a student dress code will be approached with careful consideration and sensitivity, with the goals of supporting students as they express themselves and pursue their full potential, of not shaming students, and of minimizing loss of instructional time. When possible, dress code matters should be addressed privately with students, should seek to determine whether factors exist that impact the student’s ability to comply with the dress code, and should seek to address such issues.

- B. *When, in the reasonable judgment of the administration, (1) a student's clothing or appearance may materially and substantially disrupt or interfere with the educational mission, school environment, classwork, or school activities; (2) may incite or contribute to substantial disorder or invasion of the rights of others; or (3) pose a threat to the health or safety of the student or others, the student will be directed to make modifications. Parents or guardians will be notified. Other consequences may be enforced in line with Policy 506 (Student Discipline).*
- C. *The administration may recommend a form of clothing considered appropriate for a specific event and communicate the recommendation to students and parents or guardians. A school district or charter school must not prohibit an American Indian student from wearing American Indian regalia, Tribal regalia, or objects of cultural significance at a graduation ceremony.*

In 2023, the Minnesota legislature enacted the second sentence in Paragraph C above.

- D. *Likewise, an organized student group may recommend a form of clothing for students considered appropriate for a specific event and bring such recommendation to the administration for approval.*

Legal References: *U. S. Const., amend. I
Minn. Stat. § 124D.792 (Graduation Ceremonies; Tribal Regalia and Objects of Cultural Significance)
Minn. Stat. § 363A.03, Subd. 36a (Definitions)
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503 (1969)
B.W.A. v. Farmington R-7 Sch. Dist., 554 F.3d 734 (8th Cir. 2009)
Lowry v. Watson Chapel Sch. Dist., 540 F.3d 752 (8th Cir. 2008)
Stephenson v. Davenport Cmty. Sch. Dist., 110 F.3d 1303 (8th Cir. 1997)
B.H. ex rel. Hawk v. Easton Area School Dist., 725 F.3d 293 (3rd Cir. 2013)
D.B. ex rel. Brogdon v. Lafon, 217 Fed. Appx. 518 (6th Cir. 2007)
Hardwick v. Heyward, 711 F.3d 426 (4th Cir. 2013)
Madrid v. Anthony, 510 F.Supp.2d 425 (S.D. Tex. 2007)
McIntire v. Bethel School, Indep. Sch. Dist. No. 3, 804 F.Supp. 1415 (W.D. Okla. 1992)
Hicks v. Halifax County Bd. of Educ., 93 F.Supp.2d 649 (E.D. N.C. 1999)
Olesen v. Bd. of Educ. of Sch. Dist. No. 228, 676 F.Supp. 820 (N.D. Ill. 1987)*

Cross References: *MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 525 (Violence Prevention)*

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 7, 2024

Subject: Sublease Agreement with Intermediate #287 at South Education Center

(Recommended by the superintendent)

That the board of education authorize the administration to enter into a Sublease Agreement with Intermediate School District #287 to Sublease 6,326 square feet of space currently Subleased by Richfield at South Education Center (SEC) back to Intermediate School District #287.

Background Information

(Prepared by Craig Holje and Mary Clarkson)

Richfield Schools were approached by Intermediate #287 to sublease a portion of the space at SEC which is currently subleased from Intermediate #287 by Richfield Schools due to growing program needs by Intermediate #287 and potentially reduced space needs by Richfield Schools.

The two districts have worked together to review their programming and space needs and identified the opportunity to better align space and programming which is provided in this agreement.

The space is leased back to Intermediate #287 at the same rate Richfield Schools was paying as part of the original agreement. Richfield also would see a reduction in its operating costs paid to Intermediate #287 based on the reduction in square footage leased by Richfield Schools.

With these changes, the Richfield Transition Plus program will remain at SEC, the Richfield Setting IV EBD program will close due to limited enrollment and eligible students enrolled in the appropriate Intermediate #287 program at SEC.

SUBLEASE AGREEMENT

THIS SUBLEASE AGREEMENT is made and entered into this _____ day of _____, 2024 by and between Independent School District No. 280, Richfield (“Sublessor”) and Intermediate School District No. 287 (“Sublessee”).

WITNESSETH:

WHEREAS, on January 6, 2006, Sublessee entered into a lease purchase agreement with Wells Fargo Brokerage Services to finance the acquisition of property, including a building from Sublessor, with the intention of demolition of the building, construction of a new building, and lease of a portion of the new building by Sublessee to Sublessor; and

WHEREAS, the parties herein also entered into a Joint Powers Agreement, dated March 8, 2007, setting forth their respective rights, and responsibilities relative to the property; and

WHEREAS, the Joint Powers Agreement contemplated that Sublessee would lease Sublessor approximately 12,019 square feet of space on the second floor of the building to be constructed; and

WHEREAS, the parties did enter a Sublease Agreement dated March 8, 2007 by which Sublessee did sublease the above space to Sublessor; and

WHEREAS, Sublessor now desires to lease back to Sublessee a portion of the 12,019 square feet of space on the terms set forth herein.

NOW, THEREFORE, Sublessor agrees to lease back to the Sublessee the space described in the attached Exhibit A on the following terms:

- 1. Premises.** The subleased premises (“Premises”) to be subleased back to Sublessee by Sublessor is the portion of the building described in Exhibit A, consisting of 6,326 square feet of space.
- 2. Rent.** Rent shall be comprised of the payment of \$117,901.73 in annual rent and the proportionate share of operations costs for the 6,326 square feet of space required to be paid for the space subleased by Sublessor under the March 8, 2007 Sublease Agreement under which Sublessee subleased the 12,019 square feet of space to Sublessor. The amount of rent due under this Sublease shall reduce the financial obligations of Sublessor to Sublessee under the March 8, 2007 Sublease Agreement.
- 3. Terms.** The Term of this Sublease Agreement shall commence on July 1, 2024 and remain in effect until June 30, 2032. Each party shall have the right to terminate this sublease by providing notice on or before January 1 of any given year, in which event the termination shall be effective on June 30 of that year.
- 4. Termination.** This sublease shall terminate automatically if the March 8, 2007 Sublease Agreement is terminated.

- 5. **Condition.** Sublessee shall keep the subleased space in good condition and repair.
- 6. **Alteration.** Sublessee may alter or renovate the subleased space with the Sublessor's written consent. Costs of alterations and improvements shall be paid as the parties agree.
- 7. **Insurance.** Sublessee shall provide for property and casualty insurance insuring its personal property in the subleased premises and shall provide for comprehensive public liability insurance in amounts consistent with the municipal liability listed in Minn. Stat. Ch. 466.
- 8. **Assignment and Subletting.** Sublessee shall not assign or sublease the subleased premises without Sublessor's written consent.
- 9. **Default.** If Sublessee defaults in any of its other obligations hereafter, Sublessor may pursue any remedies available to it under law and, at its sole discretion, may terminate this Sublease Agreement on 20 days' notice to Sublessee.

10. Miscellaneous.

- (a) All negotiations, considerations, and representations between the parties are incorporated into this Sublease Agreement.
- (b) The headings and captions of this Sublease Agreement are for convenience only.
- (c) All rights and remedies set forth herein shall be cumulative and shall not exclude other remedies allowed by law.

11. March 8, 2007 Sublease. Except as provided for herein, Sublessee shall comply with all terms of the March 8, 2007 Sublease Agreement.

IN WITNESS WHEREOF, the Sublessor has caused this Agreement to be executed in its name by its duly authorized officers, and the Sublessee has caused this Agreement to be executed in their name by their duly authorized officers, as of the date first above written.

INDEPENDENT SCHOOL DISTRICT, NO. 280, RICHFIELD

By: _____

Its: _____

INTERMEDIATE SCHOOL DISTRICT, NO. 287

By: _____

Its: _____

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, October 7, 2024

Subject: Donations

(Recommended by the superintendent)

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

Richfield High School received a donation of a laser cutter valued at \$6,000.00 from Derek Buettner of Stillwater, MN.

Centennial Elementary School received a donation of \$970.00 for books from KPMG of Minneapolis and a donation of tactile learning materials valued at \$237.35 from Carlos Bedoya Ortiz & Catalina Ahumada Escobar of Richfield.

The Richfield Middle School Music Department received donations of a clarinet valued at \$200.00 from Nancy Ortloff of Arden Hills, MN, a saxophone valued at \$250.00 from Tuesdae Collopy of Center City, MN, a saxophone valued at \$600.00 from Molly Thompson of Minneapolis, and two clarinets valued at a total of \$450.00 from Dawn Acker of Bloomington.