St. Anthony New Brighton
INDEPENDENT SCHOOL DISTRICT 282

Tuesday, April 15, 2025

6:00 PM

AMENDED St. Anthony-New Brighton School Board Work Session
SANB Media Center Work Session
3303 33rd Ave NE
Entry available at door #16
St. Anthony, MN 55418

1. Call to Order School Board Work Session (2 minutes)
   Ben Phillip - School Board Chair
2. Approval of AMENDED Agenda (2 minutes)
   Ben Phillip - School Board Chair
3. AMENDED Closed Session
   Ben Phillip - School Board Chair
   The meeting will be closed as permitted by Minnesota Statutes Section 13D.05 Subdivision 2(b) for preliminary consideration of allegations regarding a high school administrator.
4. Approval of Consent Agenda (2 minutes)
   Ben Phillip - School Board Chair

1. Meeting Minutes from April 1, 2025 School Board Regular Meeting
   Ben Phillip - School Board Chair
2. Personnel and Payment of Bills
   Ben Phillip - School Board Chair
3. MOU Custodial Retirement
   Ben Phillip - School Board Chair
   As part of recent negotiations with our custodial staff, a unique situation arose with three long-serving custodians nearing retirement. These valued employees had accumulated significant vacation leave and expressed interest in accessing a benefit in lieu of utilizing extended time off prior to their retirement. Recognizing both the potential for operational disruption through lengthy absences and the availability of Other Post-Employment Benefits (OPEB) funds designated for retiree insurance, our proactive Human Resources team collaborated with SEIU Local 284 to co-create a mutually beneficial solution. This collaborative effort, with significant involvement from our HR team and district accountant, resulted in the proposed Memorandum of Understanding (MOU).
   This innovative approach offers several key advantages: it incentivizes these employees to continue serving our schools effectively in the lead-up to their retirement, potentially reducing the need for extended leave and minimizing disruption to our custodial services. Furthermore, by leveraging OPEB funds for this purpose, the agreement avoids any impact on the district's general fund or placing additional strain on our limited taxpayer resources. This represents a creative and fiscally responsible solution, jointly developed with our union partners, that addresses the needs of our long-term employees while ensuring the continued smooth operation of our facilities.

5. Presentations and Discussion Items

1. Wellness Report (30 minutes)
   Lori Watzl-King - Wellness Coordinator
   Twice a year, each program manager and building leader are required to present to the school board regarding their work, program, and department goals. In this end of the year wellness report, Lori Watzl-King will update the School Board on the wellness committee goals; the wellness cohort; and school year health office visits. Reports by leaders during School Board meetings are informational with no action required by the Board.

2. Capital Projects Budget FY 2025-2026, Long Term Facilities Maintenance (LTFM) (15 minutes)
   Dr. Troy Urdahl - Director of Athletics, Activities, Facilities
   In this facilities report, Dr Urdahl will update the School Board on the district's long term facilities maintenance plan (LTFM). This update provides information to the board to help determine future approval of LTFM budget. Reports by leaders during School Board meetings are informational with no immediate action required by the Board.
3. Budget: July 1, 2024 -March 31, 2025 3rd Quarter Update (10 minutes)
   Phan Tu - Controller
   The School Board, as outlined in Policy 201 shall have the general charge of the business of the district, its facilities and property, and of the interest of the schools. The School Board accepts ultimate responsibility for the care, management, fiscal oversight, and control of the school district while understanding that the day-to-day operations will be conducted by the staff.

   Throughout each school year the School Board receives updates and discusses the current budget to ensure it's alignment with district mission, vision, and goals.
4. Budget FY 2025-2026 Draft (45 minutes)
   Dr. Renee Corneille - Superintendent
   This agenda item is a first look at a draft 2025-26 budget for the School Board to review and discuss. Budget Model Assumptions were discussed at the March 4th Regular Meeting. During the March 18th Work Session and April 1st Regular Meeting, budget assumptions were discussed. The School Board will be required to take action on the 2025-2026 budget before July 1, 2025.
5. Policies 2nd Reading (5 minutes)
   Dr. Cassandra Palmer - Policy Committee Chair
   This is the second reading for each of the policies:
   205 - Open Meetings and Closed Meetings
   512 - School Sponsored Student Publications and Activities
   806 - Crisis Management

   Policy 205 had no updates. Policy 512 changed from local control/recommended to mandatory. Policy 806 the language that aligned to Standards Response Protocol (SRP) was updated for Board feedback. The policies will come to the board at the May Regular Meeting for approval.
6. 2025-2026 School Year Board Meeting Dates (5 minutes)
   Ben Phillip - School Board Chair
   The School Board will review potential meeting dates for the 2025-2026 school year.
7. School Board/Superintendent Staffing Update (5 minutes)
   Dr. Renee Corneille - Superintendent
   Due to the vacancy in the Board and Superintendent Administrative Assistant position, there is a need to reassign responsibilities for board packet development, meeting preparation, and minutes, as these tasks have not yet been assumed.

6. Reports

1. ISD282 Building and Program Reports (10 minutes)
   Hope Fagerland - Executive Director of Academics
   Each school board meeting, time is taken to reflect on the school district's achievements, events and stories of students and staff. The idea of these notes is to keep the board both informed and inspired about all the amazing work our school community has done over the past two weeks.
2. Board Reports (10 minutes)
   Ben Phillip - School Board Chair
   Each school board meeting, the School Board members will take time to share information from the meetings, professional learning and events they have attended.
7. Adjourn School Board Meeting
   Ben Phillip - School Board Chair
   Upcoming Meetings:
   Joint School Board/City Council Meeting

Tuesday, April 29th
6:00 -7:00 pm with the City, 7:00-9:00 pm Board Professional Development
Community Services

Regular School Board Meeting
Tuesday, May 6th
6:00 pm Listening Session, 6:30 pm Regular Meeting
Community Services

Regular Meeting
Tuesday, April 1, 2025 6:30 PM Central

Listening Session and Regular Meeting
Community Services
3301 Silver Lake Road NE
St. Anthony , MN 55418

Laurel Hood:	Present
Laura Oksnevad:	Present
Mike Overman:	Present
Cassandra Palmer:	Present
Ben Phillip:	Present
PJ Striker:	Present

Present: 6.

1. Call to order Regular School Board Meeting (2 minutes)
ISD282 Staff Present: Renee Corneille, Superintendent; Hope Fagerland, Executive Director of Academics; Tim Anderson, Executive Director of Human Resources and Operations; Beth Rehfuss, SAVEA President; Jada Richard, Communications Coordinator; Joan Nelson, Teacher; Andy Erickson, Teacher; Paul Lulai, Teacher; Emmi Hackbarth, Teacher; Carrie Nord, Teacher

2. Approval of agenda (2 minutes)
Recommended motion is to approve the agenda as presented. This motion, made by PJ Striker and seconded by Mike Overman, Carried.
Laurel Hood: Yea, Laura Oksnevad: Yea, Mike Overman: Yea, Cassandra Palmer: Yea, Ben Phillip: Yea, PJ Striker: Yea
Yea: 6, Nay: 0

3. Community Update (15 minutes)
Facing community concerns and declining student proficiency due to raised state standards, the board chair clarified the district's curriculum choice, grading policies, and MCA testing stance. The speech emphasized recentering on students, highlighting the board's expectation for unwavering teacher professionalism, and soliciting student voices to shape instruction. Finally, the board directed the superintendent towards measurable student success goals, emphasizing accountability and calling for community collaboration.

4. Approval of Consent Agenda (2 minutes)
The recommended motion is to approve the Consent Agenda as presented. This motion, made by Cassandra Palmer and seconded by Mike Overman, Carried.
Laurel Hood: Yea, Laura Oksnevad: Yea, Mike Overman: Yea, Cassandra Palmer: Yea, Ben Phillip: Yea, PJ Striker: Yea
Yea: 6, Nay: 0
In accordance with board rule, there is no discussion of Consent Agenda items, unless a board member requests an item be removed for discussion and action.

4.1. Minutes from March 18, 2025 School Board Work Session Meeting
Motion is to approve the minutes as presented. This motion, made by Laura Oksnevad and seconded by Laurel Hood, Carried.
Laurel Hood: Yea, Laura Oksnevad: Yea, Mike Overman: Yea, Cassandra Palmer: Yea, Ben

Phillip: Yea, PJ Striker: Yea
Yea: 6, Nay: 0

4.2. Personnel and Payment of Bills

4.3. Policy Approval - Consent Agenda

4.4. Business Services Coordinator Contract

5. Action Items

5.1. Policy Approval (5 minutes)
Policies have been discussed, per board policy 208, at least two times with opportunities for community comment. No changes have been made since the last review of these policies on March 18, 2025.

Policy 405 - Veterans Preference
Policy 509 - Enrollment of Nonresident Students
Policy 903 - Visitors to School District Buildings

5.1.a. Policy 405 - Veteran's Preference
The motion is to approve the policy as presented. This motion, made by PJ Striker and seconded by Cassandra Palmer, Carried.
Laurel Hood: Yea, Laura Oksnevad: Yea, Mike Overman: Yea, Cassandra Palmer: Yea, Ben Phillip: Yea, PJ Striker: Yea
Yea: 6, Nay: 0

5.1.b. Policy 509 - Enrollment of Nonresident Students
The motion is to approve the policy as presented. This motion, made by Laura Oksnevad and seconded by Laurel Hood, Carried.
Laurel Hood: Yea, Laura Oksnevad: Yea, Mike Overman: Yea, Cassandra Palmer: Yea, Ben Phillip: Yea, PJ Striker: Yea
Yea: 6, Nay: 0

5.1.c. Policy 903 - Visitors to School District Buildings and Sites
The motion is to approve the policy as presented. This motion, made by Cassandra Palmer and seconded by Laurel Hood, Carried.
Laurel Hood: Yea, Laura Oksnevad: Yea, Mike Overman: Yea, Cassandra Palmer: Yea, Ben Phillip: Yea, PJ Striker: Yea
Yea: 6, Nay: 0

5.2. Unrequested Leaves of Absence and Non Renewals (15 minutes)
The recommended motion is to approve Non renewals as presented. This motion, made by Laura Oksnevad and seconded by Cassandra Palmer, Carried.
PJ Striker: Abstain (With Conflict), Laurel Hood: Yea, Laura Oksnevad: Yea, Mike Overman: Yea, Cassandra Palmer: Yea, Ben Phillip: Yea
Yea: 5, Nay: 0, Abstain (With Conflict): 1
The recommended motion is to approve the Unrequested Leaves of Absence as presented. This motion, made by Laura Oksnevad and seconded by Mike Overman, Carried.
Laurel Hood: Yea, Laura Oksnevad: Yea, Mike Overman: Yea, Cassandra Palmer: Yea, Ben

Phillip: Yea, PJ Striker: Yea
Yea: 6, Nay: 0

5.3. 2026-2027 School Calendar Approval (5 minutes)
The motion is to approve the calendar as presented. This motion, made by PJ Striker and seconded by Mike Overman, Carried.
Laurel Hood: Yea, Laura Oksnevad: Yea, Mike Overman: Yea, Cassandra Palmer: Yea, Ben Phillip: Yea, PJ Striker: Yea
Yea: 6, Nay: 0

6. Presentations and Discussion Items

6.1. Collaborative Process Update (15 minutes)
The memo updates the board on the progress of the Effective Instruction (EI) initiative's collaborative problem-solving process, highlighting key agreements from a recent session. These outcomes include clarity on the EI format, a structured coaching cycle for teachers, and the initiation of a co-created proficiency model for the upcoming school year. The district and union emphasize their commitment to ongoing collaboration and will continue to refine the implementation through future meetings and reviews.

6.2. Operations Update - Success Metrics (60 minutes)

This memo summarizes the district's winter data report, highlighting both challenges in student performance and efforts toward instructional improvement. While student achievement data reveals stagnation and disparities—particularly among multilingual learners and students receiving special education—staff professional development and curriculum initiatives are ongoing, though inconsistently implemented. A notable success story comes from a third-grade team at Wilshire Park, whose collaborative, data-driven instruction significantly improved math proficiency, serving as a model for effective practice.

6.3. FY 25-26 Budget Assumptions (45 minutes)
The administrative staff of St. Anthony-New Brighton are actively developing the financial budget for the upcoming fiscal year. A critical component of this process is establishing financial assumptions, which serve as key drivers in shaping the budget framework and guiding principles for budget development.

6.4. Policy 205 - Open and Closed Meetings (5 minutes)

6.5. Policy 512 - School-Sponsored Student Publications and Activities (5 minutes)

6.6. Policy 806 - Crisis Management Policy (15 minutes)

7. Reports

7.1. Update on ISD282 (10 minutes)

7.2. School Board Member Reports (10 minutes)

8. Adjourn School Board Meeting
Chair Phillip adjourned the meeting at 9:42pm.

St. Anthony New Brighton
INDEPENDENT SCHOOL DISTRICT 282

SCHOOL BOARD CONSENT AGENDA
4/15/2025

PRESENTER(S): School Board Chair

1. Personnel

Hire(s)

Last Name	First Name	Position	School	Date Effective
Zell	Jonathan	Athletics, Activities & Auditorium Coordinator	District	04.14.2025
Kirk	Benjamin	Mathematics Teacher	SAVHS	08.25.2025

Resignation(s)

Last Name	First Name	Position	School	Date Effective
Vickerman	Caley	Theatre Teacher	SAMS	06.10.2025

Retirement(s)

Last Name	First Name	Position	School	Date Effective
Carlson	William	Custodian	WP	06.05.2025

LOA requests:

Last Name	First Name	Position	School	Date Effective
Kruger	Maya	Language Arts Teacher	SAMS	08.25.2025-1.23.2026

c. Payment of Bills Checks Paid 4/4/2025

01- General Fund	$221,532.26
02- Food Service	$32,436.17
03- Transportation	$3,287.43
04- Community Serv Fund	$18,481.51
05- Capital Expenditure Fund	$28,112.56
09- Trust Fund	$150.86
25- Student Activities	$5,321.89
Total: $	$309,322.68

Memorandum of Understanding
Between the
School Service Employees International Union, Local 284 Custodians
And
Independent School District #282
Regarding Custodial Retirement Agreement

This Memorandum of Understanding ("MOU") was entered into by and between the Service Employees International (SEIU) Local 284 ("Union") and Independent School District #282 ("District").

WHEREAS, Custodians and the District are parties to a Master Agreement for the period of July 1, 2024, through June 30, 2026, which governs the general terms and conditions of employment for custodial employees; and

WHEREAS, Article XII of the Master Agreement specifies retirement provisions and section 2 specifies provisions for hospital insurance;

NOW, THEREFORE, IN CONSIDERATION OF the mutual promises contained in this MOU and other valuable considerations, the sufficiency of which is hereby acknowledged, the parties agree to key provisions of a temporary sick leave buyback program specified by the following:

1. The district agrees to provide a one-time, flat-rate payment of up to a $10,000 Health Reimbursement Account (HRA) contribution for custodians who, upon retirement:
    - Are at least 55 years of age,
    - Have at least 20 years of service with St. Anthony Public School,
    - Were hired between January 1st, 1999 and December 31st, 2005,
    - Have a minimum of 90 sick days banked at both the time of notification and retirement,
    - Have 25 days of vacation banked at both the time of notification and retirement, and
    - Notify the district of their retirement at least two months in advance
2. Term: This MOU shall be effective from the date of signing until June 30, 2026, at which time it shall expire unless extended by mutual written agreement of the parties.
3. Expiration: Upon expiration of this MOU, all terms and conditions shall revert to those in the main collective bargaining agreement unless otherwise negotiated.
4. No Precedent: This MOU is non-precedential and shall not be used to establish any past practice.

Entire Agreement. This MOU constitutes the entire agreement between the parties relating to the subject matter described in this document. No party has relied on any statements or promises that are not set forth in this document. The MOU controls to the extent that is in conflict with the Master Agreement.

IN WITNESS WHEREOF, the parties have entered into this MOU on April 3rd, 2025

SEIU 284 Union Designee	Date 4/3/2025	Executive Director of HR and Operations	Date 4/3/25
Steward	Date 4-4-25	School Board Chair	Date _____

St. Anthony New Brighton
INDEPENDENT SCHOOL DISTRICT 282

Wellness Report

Lori Watzl-King MEd, BAN, RN, LSN, NCSN
District Wellness Coordinator

District Wellness Coordinator/ LSN

Registered Nurse - 32 years

SANB - 17 years (Licensed School Nurse)

BA Nursing - College of St. Catherine 1993

MEd School Nursing - Cambridge College

Nationally Certified School Nurse (NCSN)

Metro Region School Nurse Consultant (MDH & MDE)

School Nurse Organization of MN - Executive Board (Special Education Committee Chair)

Wellness at SANB

District Wellness Committee

Employee Wellness

Health Services

Wellness Committee

Goals 2024-25

1. Wellness Fair
2. Family Engagement Activities
3. Employee Wellness Activities

WSCC Model

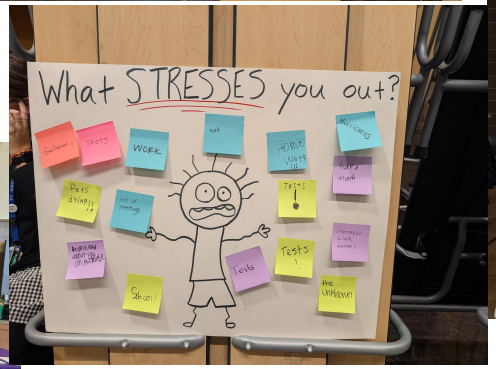
Whole School, Whole Community, Whole Child

At ISD282 we are committed to supporting the learning, health, and well-being of students and staff by using the WSCC (Whole School, Whole Community, Whole Child) Model to promote lifelong personal well-being. The components of WSCC include: Food and Nutrition; Physical Education, Physical Activity; Health Education; Health Services; Safe School Environment; Social-Emotional Wellness; Staff Wellness; and Family and Community Involvement.

Wellness Fair

October 1, 2024

Vendors:
NYFS,
Hennepin HC,
Be SMART,
St. Catherine University OT,
Cub Pharmacy,
SAPD, Wait Until 8th



Family Engagement

Flu and COVID shot clinics (2)

Puzzle Showdown with Silverwood Park (ages 14 and up)

Multilingual Family night (April 10)

Challenges for the Wellness Committee:

- Participation of teachers, staff
  - Lack of subs for daytime meetings
  - Timing of meetings to allow for parents to attend.
  - Meeting outside of contract hours to accommodate both of these things.
- Finding ways to get students involved.

Consider small stipend for staff to participate in the Wellness Committee?

Coming next: Triennial Assessment and Wellness Policy update in 2025-26 and our 2nd Annual Wellness Fair!

Employee Wellness

Wellness Cohort

24 Staff

Monthly Wellness Challenges

Up to 50 staff per month participating

Onsite Flu/COVID shot clinics

178 shots given

SHIPMates Grant

Lactation Room MS/HS

Wellness Cohort

We read **Atomic Habits** (James Clear) and **Hardwiring Happiness** (Rick Hanson).

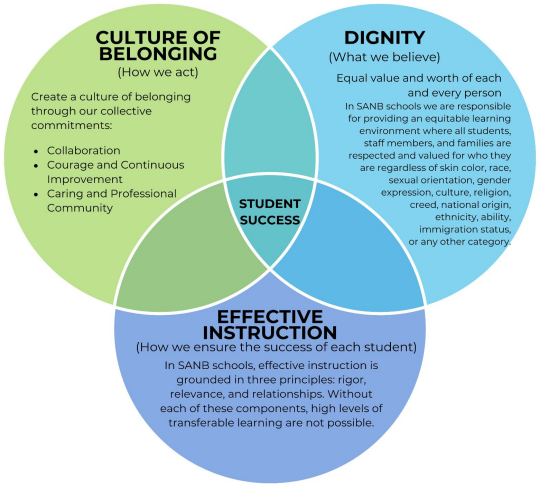
We are using Atomic Habits strategies to achieve wellness goals and learning to help our brains overcome their negativity bias to achieve greater happiness. We consider the 8 dimensions of wellness as we set our wellness goals.

Definitions:

Wellness is the ACTIVE PURSUIT of activities, choices, habits, and lifestyles that enable you to enjoy meaningful, productive, mentally and physically healthy lives.

Systemic Alignment:

We regularly explore how our personal wellness affects our work with our students and colleagues.



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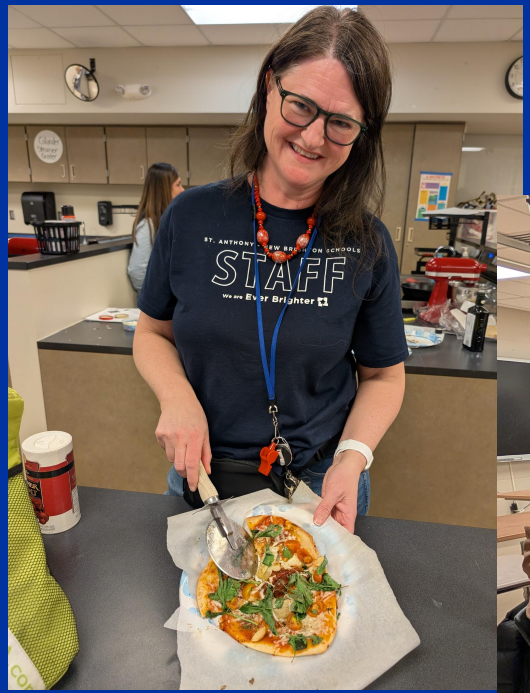


I have really enjoyed learning about new ways to form good habits. I found the ideas very useful and have put several into practice. I also find discussing my goals and progress helpful to my continuing improvement.

This program has turned part of my life around in a good way. Last year, my habits were very unhealthy and now I am starting to have healthy habits. This change most likely would not have happened if it had not been for wellness cohort.

I love participating in this program because it helps me reset back to healthy habits. I have enjoyed my time with other staff across the buildings and feel that I have made stronger connections with others.

This has been an impactful group. Even though I am tired after work, and always have a 'to do' list, I have authentically entered healthy practices and routines into my daily life, that improve the quality and I believe I am healthier in all aspects of my life because of it.

I appreciate that we have the chance to care for our health both mental and physical and are supported by the school to do so. It makes me feel valued and cared for as a whole person, not just an employee.

Wellness Cohort Testimonials:

Wellness Cohort Data (as of Jan.):

For the second year in a row Cohort data has shown:

Increase in self-rated overall health and wellness.

Increase in number of days per week that they exercise.

Decrease in number of days per month that they feel physically and mentally unwell.

Increase in the regular use of mindfulness strategies.

Self-rated the degree to which participating in the Wellness Cohort has improved their wellbeing 4.8/5 (strongly agree) in 2024-25.

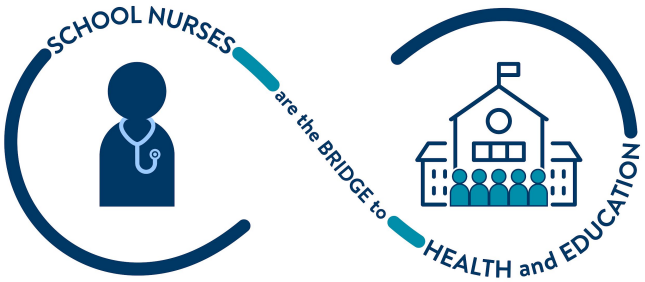
Challenges for Employee Wellness:

- Participation. How to get more staff involved?
- Finding times to accommodate all building schedules for cohorts.
- Finding wellness activities that staff are interested in and changing things that aren't working. (i.e., Violet App)
- Challenging school year for staff.

Plans for 2025-26:

- Offer Wellness and Resilience Cohorts.
- Employee Wellness Team including staff from all schools to increase employee voice in wellness.
- Continue to look for new, innovative ways to support employee wellness.

Health Services:



Health Offices

Medications, injury/illnesses
WP Avg 48 student contacts per day
MS/HS avg 25 student contacts per day

Special Education Related Service

PCA care plans, training and supervision, MA Billing, SPED evaluations, nursing services (chronic disease and med mngmt.)

Chronic Disease Management

Individualized Health Plans, Emergency Plans (approx 40 plans)

Public Health

Immunizations, Illness outbreaks, Resource assistance, Dental Sealant Clinic WP

Challenges for Health Services:

Staffing issues until December due to a Health Aide vacancy being filled by a sub daily.

Infectious disease outbreaks in metro area for measles and pertussis (whooping cough).

Busy influenza season.

Increasing Third Party Billing (MA Billing) for nursing services and PCA services.

We continue to have increased physical and mental health needs in our students.

Questions?

Thank you!

DEPARTMENT OF EDUCATION	Division of School Finance 400 NE Stinson Blvd Minneapolis, MN 55413	Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only	ED - 02478-10

Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes 2023, section 123B.595, subd. 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.

District Info.	(REQUIRED) Enter Information	District Info.	(REQUIRED) Enter Information
District Name:	Northeast Metro 916 Intermediate School District	Date:	
District Number:	916	Email:	mkumlien@916schools.org
District Contact Name:	Mark Kumlien		
Contact Phone #	651-415-5650		

Expenditure Categories		Fiscal Year (FY) Ending June 30										
		2025 (base year)	2026	2027	2028	2029	2030	2031	2032	2033	2034	2035
Health and Safety - this section excludes project costs in Category 2 of $100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.												
Finance Code	**Category (1)**											
347	Physical Hazards	$37,150	$38,650	$33,650	$38,650	$33,650	$38,650	$33,650	$46,150	$41,150	$46,150	$41,100
349	Other Hazardous Materials	$12,000	$14,500	$8,500	$8,500	$11,500	$11,500	$14,500	$11,000	$11,000	$12,500	$11,000
352	Environmental Health and Safety Management	$94,800	$95,800	$96,800	$97,800	$98,800	$99,800	$100,800	$109,300	$109,300	$109,300	$113,800
358	Asbestos Removal and Encapsulation	$2,000	$0	$0	$2,000	$0	$0	$2,000	$2,500	$2,500	$2,500	$2,500
363	Fire Safety	$28,400	$26,450	$30,950	$24,350	$26,750	$28,950	$24,350	$33,650	$34,250	$29,650	$38,450
366	Indoor Air Quality	$12,500	$12,500	$12,500	$12,500	$12,500	$12,500	$12,500	$12,500	$12,500	$12,500	$12,500
	Total Health and Safety Capital Projects	$186,850	$187,900	$182,400	$183,800	$183,200	$191,400	$187,800	$215,100	$210,700	$212,600	$219,350
Health and Safety - Projects Costing $100,000 or more per Project/Site/Year - Additional Revenue												
Finance Code	**Category (2)**											
358	Asbestos Removal and Encapsulation	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
363	Fire Safety	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
366	Indoor Air Quality	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Total Health and Safety Capital Projects $100,000 or More	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151												
Finance Code	**Category 3 (a)**											
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Total Remodeling for Approved Voluntary Pre-K Projects	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Remodeling for Gender-Neutral Single-User Restrooms												
Finance/Course Codes	***Category 3 (b) LTFM REVENUE EFFECTIVE FY 2025***											
Finance Code 384 and Course Code 684	Remodeling for gender-neutral single user restroom per site.	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Total Remodeling for Gender-Neutral Single User Projects	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Accessibility												
Finance Code	**Category (4)**											
367	Accessibility	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	Total Accessibility Projects	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
Deferred Capital Expenditures and Maintenance Projects												
Finance Code	**Category (5)**											
368	Building Envelope	$24,500	$21,500	$196,500	$196,500	$21,500	$21,500	$21,500	$28,500	$28,500	$178,500	$28,500
369	Building Hardware and Equipment	$4,000	$4,000	$4,000	$4,000	$4,000	$4,000	$4,000	$4,000	$4,000	$4,000	$4,000
370	Electrical	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
379	Interior Surfaces	$80,100	$179,700	$24,700	$24,700	$99,700	$179,700	$179,700	$75,700	$75,700	$25,700	$78,100
380	Mechanical Systems	$107,500	$40,000	$160,000	$20,000	$20,000	$0	$0	$0	$0	$0	$800,000
381	Plumbing	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
382	Professional Services and Salary	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
383	Roof Systems	$14,000	$14,000	$14,000	$14,000	$614,000	$14,000	$14,000	$17,000	$17,000	$0	$16,000
384	Site Projects	$15,000	$20,000	$16,000	$70,000	$71,000	$20,000	$16,000	$20,000	$16,000	$0	$365,000
	Total Deferred Capital Expense and Maintenance	$245,100	$279,200	$415,200	$329,200	$830,200	$239,200	$235,200	$145,200	$141,200	$208,200	$1,291,600
	Total Annual 10-Year Plan Expenditures	**$431,950**	**$467,100**	**$597,600**	**$513,000**	**$1,013,400**	**$430,600**	**$423,000**	**$360,300**	**$351,900**	**$420,800**	**$1,510,950**
Fund Balance Section												
	Fund 01											
	Beginning Fund Balance 01-467-XX	$413,158	$448,308	$578,808	$494,208	$994,608	$411,808	$404,208	$341,508	$333,108	$402,008	$1,492,158
	LTFM Fiscal Year Revenue - Levy	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Fiscal Year Revenue - AID if Applicable	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Fiscal Year Revenue Other	$467,100	$597,600	$513,000	$1,013,400	$430,600	$423,000	$360,300	$351,900	$420,800	$1,510,950	$527,950
	LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Transfer OUT if applicable - Special Legislation	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0	$0
	LTFM Estimated Fiscal Year Expenditures	$431,950	$467,100	$597,600	$513,000	$1,013,400	$430,600	$423,000	$360,300	$351,900	$420,800	$1,510,950
	Ending Fiscal Year Fund Balance 01-467-XX	**$448,308**	**$578,808**	**$494,208**	**$994,608**	**$411,808**	**$404,208**	**$341,508**	**$333,108**	**$402,008**	**$1,492,158**	**$509,158**

DEPARTMENT OF EDUCATION	Division of School Finance 400 NE Stinson Blvd Minneapolis, MN 55413	**Intermediates/Cooperatives/Joint Powers** **Long-Term Facilities Maintenance Revenue Allocation**	ED-02479-10

General Information and Instructions: Please read the **Instructions for Completion** on the **Instructions** tab before completing this report.

District Name:	**Name of Person Completing this Report:**	**Title:**	
Northeast Metro 916 Intermediate District	**Mark Kumlien**	**Executive Director of Finance**	
Telephone Number:	**Email Address:**		**Date Submitted:**
651-415-5650	**mkumlien@916schools.org**		

Long-Term Facilities Maintenance (LTFM) Revenue amounts to be Allocated to member School Districts for Fiscal Year (FY) 2027

1. Pay-as-you-go revenue portion						$ 597,600.00
2. Bond debt service revenue portion						$ -
3. Total revenue amounts to allocate						$ 597,600.00
District Number	**Type**	**School District Name**	**Pay-as-you-go Allocation Percent**	**Allocated Pay-as-you-go (Number 1)**	**Bonded Debt Service Allocation Percent**	**Allocated Bonded Debt Service (Number 2)**
0012	01	Centennial	6.4%	$ 38,527.09		$ -
0013	01	Columbia Heights	3.6%	$ 21,286.53		$ -
0014	01	Fridley	2.6%	$ 15,415.74		$ -
0016	01	Spring Lake Park	6.2%	$ 36,786.76		$ -
0282	01	St Anthony-New Brighton	1.8%	$ 11,022.89		$ -
0621	01	Mounds View	12.0%	$ 71,531.81		$ -
0622	01	North St Paul-Maplewood-Oakdale	11.1%	$ 66,101.56		$ -
0623	01	Roseville	7.8%	$ 46,640.47		$ -
0624	01	White Bear Lake	9.3%	$ 55,376.72		$ -
0831	01	Forest Lake	6.4%	$ 38,201.12		$ -
0832	01	Mahtomedi	3.3%	$ 19,771.24		$ -
0833	01	South Washington County	19.4%	$ 116,183.53		$ -
0834	01	Stillwater	10.2%	$ 60,754.54		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
				$ -		$ -
Totals: The column totals must agree with Lines 1 and 2.			100.000%	$ 597,600.00	0.000%	$ -

Notes - Allocation method agreed to by member districts:

Blended rate: Net Taxing Capacity and APU

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 282
(St Anthony-New Brighton)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a School Board meeting of School District No. 282, State of Minnesota, was held on _____(date), at _____(time), for the purpose, in part, of approving the FY 2027 Long-Term Facility Maintenance budget and authorizing the inclusion of a proportionate share of Northeast Metro 916 Intermediate School District's long-term facility maintenance projects in the district's application for long-term facility maintenance.

Member _____ introduced the following resolution and moved its adoption:

Resolution approving Northeast Metro 916 Intermediate School District's long-term facility maintenance program budget and authorizing the inclusion of a proportionate share of those projects in the district's application for fiscal year (FY) 2027 long-term facility maintenance revenue.

BE IT RESOLVED by the School Board of School District No. 282, State of Minnesota, as follows:

1. The school board of Northeast Metro 916 Intermediate School District has approved a long-term facility maintenance program budget for its facilities for the 2026-2027 school year (Pay 2026 Levy) in the amount of $597,600 of which School District No. 282's proportionate share is $11,022.89 for pay as you go projects. The various components of this program budget are attached hereto and are incorporated herein by reference. Said budget is hereby approved.

2. Minnesota Statutes, Section 123B.595, subdivision 3, provides that if an intermediate school district's long-term facility maintenance budget is approved by the school boards of each of the intermediate school district's member school districts, each member district may include its proportionate share of the costs of the intermediate school district program in its long-term facility maintenance revenue application.

3. The proportionate share of the costs of the intermediate school district's long-term facility maintenance program for each member school district to be included in its application shall be determined by utilizing a blended rate where 25% of the rate is determined by multiplying the total cost of the intermediate school district long-term facility maintenance program times the ratio of the member school district's net tax capacity to the total net tax capacity and 75% of the rate is determined by multiplying the total cost of the intermediate school district long-term facility maintenance program times the ratio of APU by member district to the total APU. The inclusion of this proportionate share in the district's long-term facility maintenance revenue application

for fiscal year 2027 is hereby approved, subject to approval by the Commissioner of Education. Upon receipt of the proportionate share of long-term facility maintenance revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and, upon vote being taken thereon, the following voted in favor thereof:

And the following voted against:

WHEREUPON said resolution was approved and adopted by the school board of School District No. 282.

STATE OF MINNESOTA

COUNTY OF _____

I, the undersigned, being the duly qualified and acting Clerk of School District No. 282, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of Independent School District No. 282 held on the date therein indicated, with the original of said minutes on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the approval of Northeast Metro 916 Intermediate School District's long-term facility maintenance program budget and authorizing the inclusion of a proportionate share of the School District's long-term facility maintenance projects in the district's application for long-term facility maintenance revenue.

WITNESS MY HAND officially as such Clerk on _____(date).

_____
Clerk
Independent School District No. 282

Facilities Budgeting Update

SANB School Board

April 15, 2025

Facilities Update

Agenda

1. 2025 Summer Projects
2. LTFM Budget
3. MDE Restroom Grant

Summer 2025 Projects and Capital Budget - *Not LTFM*

• Pickup Truck, plow, lift gate - 2009	$76,000
• Toro 60” Z-Turn mower - 2012	$7,500
• Toro Groundsmaster - 2008	$38,000
• Infield Groomer - 2008	$35,000
• John Deere Gator - 2008	$36,000
• Robotic Painting Machine	$5,000
• Stadium Door	$3,000
• Trees	$15,000
• Batting Cages - 2013	$73,000

Summer 2025 Projects and Capital Budget - *Not LTFM*

• Electrical Panels at WP	$25,000
• Floor Scrubbers	$25,000
• Cleaning Companions	$15,000
• Lunch Tables	$22,000
• Pool Sound System	$12,000
	$387,500

LTFM Budget

Funding

- Approximately $760,000 per year

What is LTFM?

The 2015 Legislature created a new program to support facilities maintenance needs for school districts. The program, Long-Term Facilities Maintenance Revenue, is a per pupil, formula-driven revenue source that replaced health and safety revenue, alternative facilities revenue, and deferred maintenance revenue.

What is LTFM?

Long Term Facilities Maintenance is used for deferred capital and maintenance projects, increasing facility accessibility, health and safety purposes, and debt service. This includes work such as our planned single-user restroom projects.

What is LTFM?

LTFM may not be used for new construction, the purchase of portable classrooms, to finance lease purchase agreements, for energy-efficiency projects, or for violence prevention and facility security, ergonomics, or emergency communication devices.

What is LTFM?

School districts are required to annually update their LTFM ten-year plan and submit approved plans to MDE for approval by July 31.

Examples of LTFM Expense Codes

Health and Safety	Accessibility
Building Envelope	Building Hardware and Equipment
Electrical	Interior Surfaces
Mechanical Systems	Plumbing
Professional Services	Roof Systems
Site Surfaces	

Summer 2025 Projects and LTFM Budget

• Lower Gym (lower) Bleachers	$68,432
• Lower Gym (upper) Benches	$44,168
• Gym Floor Refinish/Repaint	$30,000
• Locker Room Floors	$15,352
• Door replacements	$48,163
• Central Park safety netting	$51,282
• Roof Top Unit #10	$141,257
• Concrete work	$10,000
• Single User Restrooms	$550,000

Gender-Neutral Restrooms

Single-User Restrooms

- The School District received $75k in grants from MDE for the construction of single-user restrooms in the HS/MS building
- Work will begin in the spring of 2026
- This grant will be coupled with other funding sources to accomplish a more comprehensive restroom plan

Gender-Neutral Restrooms Budget

Funding Source	Amount	Estimated Expenses	Amount
LTFM	$550,000	Construction	$500,000
MDE Grant	$75,000	Contingency	$31,250
		Owner Costs	$93,750
TOTAL	$625,000	TOTAL	$625,000

Questions?

Thank you!

ISD282 - St. Anthony-New Brighton Schools
July 2024 to March 2025 Budget to Actual

FUND 01 GENERAL FUND

PROGRAM: ADMINISTRATION

		CURRENT FISCAL YEAR 2024-25			PRIOR FISCAL YEAR 2023-24		
OBJECT	DESCRIPTION	2024-25 BUDGET	EXPENDITURES AS OF 3/31/25	% SPENT	2023-24 BUDGET	EXPENDITURES AS OF 3/31/24	% SPENT
100'S	SALARIES AND WAGES	$ 972,751	$ 718,272		$ 897,354	$ 668,389	
200'S	EMPLOYEE BENEFITS	$ 296,333	$ 238,393		$ 287,881	$ 206,776	
300'S	PURCHASED SERVICES	$ 55,960	$ 23,155		$ 54,330	$ 35,622	
400'S	SUPPLIES AND MATERIALS	$ 46,147	$ 30,659		$ 26,599	$ 16,176	
500'S	CAPITAL EXPENDITURES	$ -	$ -		$ -	$ -	
800'S	OTHER EXPENDITURES	$ 25,014	$ 10,659		$ 17,636	$ 16,351	
	TOTAL ADMINISTRATION BUDGET	$ 1,396,205	$ 1,021,137	73%	$ 1,283,800	$ 943,313	73%

PROGRAM: DISTRICT SUPPORT SERVICES

OBJECT	DESCRIPTION	2024-25 BUDGET	EXPENDITURES AS OF 3/31/25	% SPENT	2023-24 BUDGET	EXPENDITURES AS OF 3/31/24	% SPENT
100'S	SALARIES AND WAGES	$ 272,811	$ 247,144		$ 350,038	$ 228,318	
200'S	EMPLOYEE BENEFITS	$ 78,962	$ 65,507		$ 84,255	$ 63,154	
300'S	PURCHASED SERVICES	$ 880,408	$ 682,055		$ 486,071	$ 360,673	
400'S	SUPPLIES AND MATERIALS	$ 72,559	$ 43,521		$ 51,028	$ 66,702	
500'S	CAPITAL EXPENDITURES	$ -	$ -		$ -	$ -	
800'S	OTHER EXPENDITURES	$ 2,756	$ 5,823		$ 3,994	$ 3,996	
	TOTAL DISTRICT SUPPORT SERVICES	$ 1,307,496	$ 1,044,051	80%	$ 975,386	$ 722,843	74%

PROGRAM: REGULAR INSTRUCTION

OBJECT	DESCRIPTION	2024-25 BUDGET	EXPENDITURES AS OF 3/31/25	% SPENT	2023-24 BUDGET	EXPENDITURES AS OF 3/31/24	% SPENT
100'S	SALARIES AND WAGES	$ 9,029,567	$ 5,010,694		$ 8,319,173	$ 4,802,726	
200'S	EMPLOYEE BENEFITS	$ 3,090,742	$ 1,801,490		$ 2,960,107	$ 1,698,848	
300'S	PURCHASED SERVICES	$ 524,028	$ 324,165		$ 539,528	$ 357,716	
400'S	SUPPLIES AND MATERIALS	$ 127,883	$ 84,418		$ 143,991	$ 84,788	
500'S	CAPITAL EXPENDITURES	$ 14,340	$ 3,958		$ 42,984	$ 4,505	
800'S	OTHER EXPENDITURES	$ 25,920	$ 14,246		$ 24,037	$ 15,587	
	TOTAL REGULAR INSTRUCT BUDGET	$ 12,812,480	$ 7,238,972	56%	$ 12,029,820	$ 6,964,171	58%

PROGRAM: SPECIAL ED INSTRUCTION

OBJECT	DESCRIPTION	2024-25 BUDGET	EXPENDITURES AS OF 3/31/25	% SPENT	2023-24 BUDGET	EXPENDITURES AS OF 3/31/24	% SPENT
100'S	SALARIES AND WAGES	$ 2,983,483	$ 1,800,275		$ 2,831,624	$ 1,639,044	
200'S	EMPLOYEE BENEFITS	$ 1,134,900	$ 636,952		$ 956,391	$ 597,318	
300'S	PURCHASED SERVICES	$ 513,252	$ 341,295		$ 508,170	$ 242,347	
400'S	SUPPLIES AND MATERIALS	$ 40,823	$ 32,633		$ 39,634	$ 39,798	
500'S	CAPITAL EXPENDITURES	$ 7,500	$ 2,792		$ 6,200	$ 5,896	
800'S	OTHER EXPENDITURES	$ 51,172	$ 39,234		$ 48,003	$ 36,973	
	TOTAL SPECIAL ED BUDGET	$ 4,731,131	$ 2,853,180	60%	$ 4,390,023	$ 2,561,376	58%

ISD282 - St. Anthony-New Brighton Schools
July 2024 to March 2025 Budget to Actual

FUND 01 GENERAL FUND

PROGRAM: INSTRUCTIONAL SUPPORT SERVICES

OBJECT	DESCRIPTION	2024-25 BUDGET	EXPENDITURES AS OF 3/31/25	% SPENT	2023-24 BUDGET	EXPENDITURES AS OF 3/31/24	% SPENT
100'S	SALARIES AND WAGES	$ 1,049,322	$ 668,888		$ 995,284	$ 675,114	
200'S	EMPLOYEE BENEFITS	$ 389,595	$ 204,934		$ 324,882	$ 235,484	
300'S	PURCHASED SERVICES	$ 411,199	$ 237,637		$ 230,778	$ 172,050	
400'S	SUPPLIES AND MATERIALS	$ 18,543	$ 12,246		$ 16,373	$ 22,141	
500'S	CAPITAL EXPENDITURES	$ -	$ -		$ -	$ -	
800'S	OTHER EXPENDITURES	$ -	$ 703		$ 35	$ -	
	TOTAL INSTRUCTIONAL SUPPORT	$ 1,868,659	$ 1,124,408	60%	$ 1,567,352	$ 1,104,789	70%

PROGRAM: PUPIL SUPPORT SERVICES

OBJECT	DESCRIPTION	2024-25 BUDGET	EXPENDITURES AS OF 3/31/25	% SPENT	2023-24 BUDGET	EXPENDITURES AS OF 3/31/24	% SPENT
100'S	SALARIES AND WAGES	$ 744,500	$ 472,885		$ 554,809	$ 352,852	
200'S	EMPLOYEE BENEFITS	$ 292,328	$ 181,786		$ 204,155	$ 128,584	
300'S	PURCHASED SERVICES	$ 16,040	$ 53,435		$ 15,573	$ 1,014	
400'S	SUPPLIES AND MATERIALS	$ 65,690	$ (3,485)		$ 45,517	$ (16,131)	
500'S	CAPITAL EXPENDITURES	$ -	$ -		$ 158,850	$ 162,236	
800'S	OTHER EXPENDITURES	$ -	$ 150		$ 150	$ 150	
	TOTAL PUPIL SUPPORT SUPPORT	$ 1,118,557	$ 704,771	63%	$ 979,053	$ 628,705	64%

PROGRAM: SITES AND BUILDINGS

OBJECT	DESCRIPTION	2024-25 BUDGET	EXPENDITURES AS OF 3/31/25	% SPENT	2023-24 BUDGET	EXPENDITURES AS OF 3/31/24	% SPENT
100'S	SALARIES AND WAGES	$ 934,700	$ 730,556		$ 891,010	$ 677,329	
200'S	EMPLOYEE BENEFITS	$ 322,638	$ 231,023		$ 302,093	$ 211,542	
300'S	PURCHASED SERVICES	$ 550,434	$ 360,246		$ 510,796	$ 328,574	
400'S	SUPPLIES AND MATERIALS	$ 273,600	$ 186,511		$ 264,366	$ 154,955	
500'S	CAPITAL EXPENDITURES	$ -	$ -		$ 160,000	$ 140,143	
800'S	OTHER EXPENDITURES	$ 5,809	$ 1,625		$ 4,770	$ 3,094	
	TOTAL SITES AND BUILDINGS	$ 2,087,183	$ 1,509,961	72%	$ 2,133,035	$ 1,515,638	71%

PROGRAM: FISCAL AND OTHER FIXED COSTS

OBJECT	DESCRIPTION	2024-25 BUDGET	EXPENDITURES AS OF 3/31/25	% SPENT	2023-24 BUDGET	EXPENDITURES AS OF 3/31/24	% SPENT
200'S	WORK COMP AND PROP INSURANCE	$ 284,350	$ 349,588	123%	$ 321,960	$ 281,850	88%
	TOTAL GENERAL FUND BUDGET	$ 25,606,061	$ 15,846,067	62%	$ 23,680,428	$ 14,722,684	62%

ISD282 - St. Anthony-New Brighton Schools
July 2024 to March 2025 Budget to Actual

FUND 02	FOOD SERVICE	CURRENT FISCAL YEAR 2024-25			PRIOR FISCAL YEAR 2023-24		
OBJECT	DESCRIPTION	2024-25 BUDGET	EXPENDITURES AS OF 3/31/25	% SPENT	2023-24 BUDGET	EXPENDITURES AS OF 3/31/24	% SPENT
100'S	SALARIES AND WAGES	$ 429,296	$ 270,436		$ 414,654	$ 292,898	
200'S	EMPLOYEE BENEFITS	$ 155,618	$ 90,565		$ 150,310	$ 91,225	
300'S	PURCHASED SERVICES	$ 61,539	$ 25,771		$ 59,173	$ 28,453	
400'S	SUPPLIES AND MATERIALS	$ 586,496	$ 409,189		$ 510,864	$ 413,462	
500'S	CAPITAL EXPENDITURES	$ 10,000	$ 50,957		$ 44,566	$ 31,611	
800'S	OTHER EXPENDITURES	$ 1,957	$ 1,903		$ 1,900	$ 1,834	
	TOTAL FOOD SERVICE BUDGET	$ 1,244,906	$ 848,820	68%	$ 1,181,467	$ 859,482	73%

FUND 03	TRANSPORTATION						
OBJECT	DESCRIPTION	2024-25 BUDGET	EXPENDITURES AS OF 3/31/25		2023-24 BUDGET	EXPENDITURES AS OF 3/31/24	
100'S	SALARIES AND WAGES	$ 202,190	$ 91,463		$ 147,971	$ 106,862	
200'S	EMPLOYEE BENEFITS	$ 76,832	$ 30,962		$ 46,643	$ 31,314	
300'S	PURCHASED SERVICES	$ 1,424,646	$ 917,699		$ 1,274,699	$ 610,459	
400'S	SUPPLIES AND MATERIALS	$ 8,000	$ 5,392		$ 5,000	$ 4,521	
500'S	CAPITAL EXPENDITURES	$ -	$ 47,039		$ 12,365	$ 3,422	
800'S	OTHER EXPENDITURES	$ -	$ -		$ 160	$ 161	
	TOTAL TRANSPORTATION	$ 1,711,668	$ 1,092,555	64%	$ 1,486,838	$ 756,739	51%

FUND 04	COMMUNITY SERVICES						
OBJECT	DESCRIPTION	2024-25 BUDGET	EXPENDITURES AS OF 3/31/25		2023-24 BUDGET	EXPENDITURES AS OF 3/31/24	
100'S	SALARIES AND WAGES	$ 1,041,251	$ 813,398		$ 985,886	$ 764,049	
200'S	EMPLOYEE BENEFITS	$ 318,118	$ 240,002		$ 292,564	$ 202,963	
300'S	PURCHASED SERVICES	$ 288,138	$ 114,274		$ 265,838	$ 187,855	
400'S	SUPPLIES AND MATERIALS	$ 77,487	$ 64,800		$ 77,580	$ 67,186	
500'S	CAPITAL EXPENDITURES	$ 4,400	$ -		$ 4,400	$ 25,904	
800'S	OTHER EXPENDITURES	$ 2,700	$ 2,473		$ 2,700	$ 1,837	
	TOTAL COMMUNITY SERVICES BUDGET	$ 1,732,093	$ 1,234,947	71%	$ 1,628,968	$ 1,249,794	77%

FUND 05	CAPITAL						
OBJECT	DESCRIPTION	2024-25 BUDGET	EXPENDITURES AS OF 3/31/25		2023-24 BUDGET	EXPENDITURES AS OF 3/31/24	
100'S	SALARIES AND WAGES	$ 36,534	$ 8,512		$ 35,480	$ 11,224	
200'S	EMPLOYEE BENEFITS	$ 8,332	$ 719		$ 8,152	$ 5,076	
300'S	PURCHASED SERVICES	$ 177,716	$ 112,777		$ 549,127	$ 404,219	
400'S	SUPPLIES AND MATERIALS	$ 683,349	$ 222,138		$ 202,508	$ 184,845	
500'S	CAPITAL EXPENDITURES	$ 1,472,669	$ 1,265,931		$ 2,584,737	$ 1,857,514	
800'S	OTHER EXPENDITURES	$ -	$ -		$ 3,500	$ 3,500	
	TOTAL CAPITAL BUDGET	$ 2,378,601	$ 1,610,076	68%	$ 3,383,503	$ 2,466,377	73%

ISD282 - St. Anthony-New Brighton Schools
Student Activity Account Balances
As of March 31, 2025

Activities Account	Beginning Account Balance	Receipts as of March 31, 2025	Expenditures as of March 31, 2025	Ending Balance as of March 31, 2025
BASEBALL	$274.41	$25.00	$0.00	$299.41
BASKETBALL BOYS	$3,658.43	$0.00	$308.37	$3,350.06
BASKETBALL GIRLS	$244.24	$1,320.00	$1,260.49	$303.75
BOYS GOLF	$1,115.75	$0.00	$0.00	$1,115.75
BOYS SOCCER	$811.71	$585.00	$772.24	$624.47
BOYS SWIMMING	$762.43	$405.16	$1,229.10	($61.51)
BOYS TENNIS	$37.58	$0.00	$0.00	$37.58
BOYS VOLLEYBALL	$1,582.56	$0.00	$0.00	$1,582.56
CHEERLEADING	$241.00	$2,020.00	$3,427.40	($1,166.40)
CHOIR	$566.93	$1,334.00	$1,650.00	$250.93
Class of 2026	$53.06	$0.00	$0.00	$53.06
CLASS OF 2027	$41.09	$0.00	$0.00	$41.09
CLASS OF 2024	$265.87	$0.00	$0.00	$265.87
CLASS OF 2025	$720.52	$0.00	$0.00	$720.52
CONNECTION CREW	$538.12	$0.00	$0.00	$538.12
CROSS COUNTRY	$1,466.33	$6,974.29	$1,314.04	$7,126.58
DANCE TEAM	$88.77	$0.00	$0.00	$88.77
DARE 2 B REAL	$625.53	$0.00	$0.00	$625.53
FOOTBALL CLUB	$3,876.28	$1,130.00	$208.79	$4,797.49
FRENCH CLUB	$103.47	$0.00	$0.00	$103.47
GIRL'S GOLF	$3,426.46	$0.00	$0.00	$3,426.46
GIRLS SOCCER	$1,079.40	$1,164.38	$1,173.35	$1,070.43
GIRL'S TENNIS	$6,214.65	$3,945.00	$5,838.27	$4,321.38
GIRLS VOLLEYBALL	$135.08	$0.00	$0.00	$135.08
GSA	$1,319.22	$0.00	$311.50	$1,007.72
GYMNASTICS	$896.86	$0.00	$0.00	$896.86
HOSA	$126.00	$1,360.40	$980.00	$506.40
HS DRAMA	$8,898.15	$1,160.85	$4,995.60	$5,063.40
HS GREEN TEAM	$2,559.39	$410.00	$156.93	$2,812.46
HS MARCHING BAND	$161,334.71	$2,905.00	$76,553.34	$87,686.37
HS STUDENT COUNCIL	$22,231.37	$5,632.91	$3,401.35	$24,462.93
HS STUDENT FUNDRAISING	$5,466.16	$0.00	$0.00	$5,466.16
HUSKIEPRENEUR	$1,770.00	$3,128.00	$4,196.90	$701.10
KEY CLUB	$1,911.17	$260.00	$710.50	$1,460.67
LEGO LEAGUE	$1,066.53	$0.00	$0.00	$1,066.53
LETTERWINNERS CLUB	$12,250.48	$5,067.00	$11,555.39	$5,762.09
LITERARY ARTS	$418.84	$0.00	$0.00	$418.84
MATHLETES	$6.37	$0.00	$0.00	$6.37
MS CAMPUS CLUB MAGAZINE	$9,795.67	$7,606.55	$6,197.02	$11,205.20
MS DANCELINE (HUSKETTES)	$294.92	$0.00	$0.00	$294.92
MS DRAMA	$10,296.23	$2,437.00	$1,169.98	$11,563.25
MS KNOWLEDGE BOWL	$3,030.20	$1,230.00	$1,312.00	$2,948.20
MS STUDENT COUNCIL	$5,500.51	$2,266.03	$2,653.29	$5,113.25
MS TRACK	$4,668.56	$0.00	$4,187.97	$480.59
NATIONAL HONOR SOCIETY	$2,332.19	$0.00	$186.76	$2,145.43
ROBO HUSKIE	$6,685.83	$3,500.00	$2,329.98	$7,855.85
SADD	$400.26	$0.00	$0.00	$400.26
SCHOOL STORE	$2,610.09	$335.00	$1,166.55	$1,778.54
SCIENCE BOWL	$989.24	$0.00	$0.00	$989.24
SCIENCE OLYMPIAD	$378.97	$100.00	$0.00	$478.97
SOFTBALL CLUB	$697.92	$0.00	$625.00	$72.92
SPANISH CLUB	$129.94	$0.00	$0.00	$129.94
SPANISH TRIP MS	$2.81	$0.00	$0.00	$2.81
SPEECH	$1,480.61	$0.00	$0.00	$1,480.61
SUPER HIGH MILEAGE	$83.92	$0.00	$0.00	$83.92
SWIMMING	$3,892.65	$4,102.27	$2,831.73	$5,163.19
YEARBOOK	$7,547.54	$55.00	$0.00	$7,602.54
MS BEST BUDDIES	$532.00	$0.00	$85.65	$446.35
Total	**$309,535**	**$60,459**	**$142,789**	**$227,204**

Current Year (2024-25) Budget as of March 31, 2025

General Fund

Overall Budget:

Total spent year to date as of March 31 is $15.8 Million, which is 62% of the $25.6 Million total budget. Spending is consistent with the prior year, which was also 62% as of March 2024.

Administration:

Total administration budget is at 73% of budget, which is in line with the prior year and on budget.

District Support Services:

80% of the budget has been spent, which is higher than expected due to the following:

- Membership dues to multiple professional organizations that were not budgeted (Brightworks for the district $3,612, MASA and MASPA for administrator).
- In the budget, Salary/Benefits for an administrator is allocated to transportation and facilities. 100% of year-to-date actual is expensed out of district support services.

Regular and Special Education Instruction:

Overall, 58% of the budget spent to date is aligned with the prior year and budget.

- Salaries and Benefits are slightly higher than budget at 61% because special education staffing costs are higher than budgeted.
- Supplies and materials are higher than budget because of the timing of supplies purchased.
- Membership dues are higher and offset by lower than budgeted equipment purchases.

Instructional Support Services AND Pupil Support Services:

Salaries and benefits are lower than budget due to some budgeted stipends that were not paid.

Sites and Buildings:

Overall expenses are slightly higher than budget due to higher than budgeted custodial substitute pay. In addition, a percentage of salary has not been allocated to food service. This will be reflected in the year-end budget report.

Fiscal and Other Fixed Costs (Insurance):

123% spent, which is due to higher than expected property and workers' compensation insurance, and more summer unemployment claims than budgeted.

Food Service

68% of the budget has been spent, which is lower than last year and budget due to:

- Timing of payment in supplies and materials.
- Salary is lower than budget because custodian salary is budgeted but is not being allocated to food service yet.

Transportation

64% of the budget has been spent.

- Transportation contracted services is below budget due to the timing of transportation payment.
- Capital expenditures are for the purchase of 2 vans that were leased from the state at the end of the lease agreement. We were not able to extend the lease any longer.
- Administrator salary is budgeted here but is not currently being expensed in transportation.

Community Services

71% of the budget has been spent. Total expense is slightly below budget and the prior year due to lower than expected employee benefits and the timing of purchased services.

Capital Fund

Capital expenditures are higher than the prior year due to the payment of a 5-year curriculum for Language Arts and literacy over the summer. The expense will be spread over 5 years. Salary and benefits are lower than budget due to staffing changes.

Student Activity Accounts

Total ending balance is $227,204. Total year-to-date receipt is $60,459. Total Year-to-date expenditure is $142,789. Boys Swimming and Boys Volleyball have negative balances, and we will follow up with the advisors regarding their balances.

Memorandum

To: St. Anthony New Brighton School Board

From: Superintendent Corneille and Executive Director Fagerland

Date: April 15, 2025

Subject: Recommended Budget Reductions for the 2025-2026 School Year

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Objective: Due to the financial insecurity and uncertainty at the state and federal level the School Board of ISD282, in consultation with Controller Phan Tu directed the superintendent to reduce the general fund expenditures by $350,000 for the 2025-2026 School Year.

Parameters: District Administration shared with the School Board an approach to budgeting that clearly articulates how funds are received and allocated to schools and programs. Below is the ISD282 Budget Model. Each component provides a specific and important aspect of providing a well-rounded education for students in ISD282. This model was presented to the school board at the March 1st board meeting.

Component 1: Building Staffing Allocations:

- This component represents the majority of school district funding. The first step in creating these allocations comes from the school board's approval of grade level budget enrollment targets. Building Staffing Allocations are then determined by district administration, and each building is required to operate within these allocations and established frameworks. This component funds 100% of the general education program (e.g., classroom teachers, principals). While the district determines the allocation and funding levels, principals are responsible for staff recruitment and placement. Alternative terms for the Building Staffing Allocations component include: Base and Tier 1 programming.

Component 2: Planned Program Staffing:

- Allocations within this component are program-specific. The district and program managers collaboratively determine the allocation type and staffing requirements for each program. These allocations support specialized educational programs (e.g., ADSIS, A&I). This staffing is supplemental to the general education program and cannot replace general education staffing as many of the funds are restricted.

Alternative terms for the Planned Program Staffing component include: Tier 2, Tier 3, specialized, and specific programming.

Component 3: Ancillary Programs:

- Allocations in this component are designated for programs outside of the K-12 classroom setting. Staffing allocations for Ancillary Programs are determined based on prior Schedule C and current Schedule D criteria. These programs encompass student programs such as PSEO and CIS. Funding for these programs often involves a combination of fees and general fund cross-subsidies. Alternative terms for the Ancillary Program component include: Co-curricular and enrichment programs.

Component 4: District-Wide Services:

- These allocations are based on district infrastructure and staff support needs. This component encompasses both staffing and funding. These services support Required Building Staff, Planned Programs Staff, and Ancillary Programs. Alternative terms for District-Wide Services include: operations, support services, and contract.

Potential General Fund Decreases: At the April 1 School Board meeting, District Administration shared potential reductions that would limit impact on direct student programming (nothing reduced in Components 1 and 2). The chart below highlighted potential reductions.

Program Area	Reduction	Component
District Office	$195,000	Component 4
World Savvy (one year)	$264,000	Component 4
Know the Truth and School Based Mental Health	$49,500	Component 3
Increase Fees Athletics and Activities	$9,800	Component 3
Reduce Executive Assistant/ Add District Office Assistant	$40,000	Component 4
Reduce CESO SIS Hours	~~$33,500~~ $22,500	Component 4
No increase in Supplies	$6,250	Component 4
TOTAL	**~~$598,050~~ $587,050**	

At the April 1 Board meeting, the Board requested the superintendent to find reductions in District Administration as well as to seek funds from community endowment/sources for programs that directly impact students.

Proposed Reductions/Additions: District administration is proposing the following reductions and additions to balance the budget.

Effective Instruction (District Administration)	$175,000	Component 4
Reduce Superintendent Executive Assistant	$40,000	Component 4
Technology/Student Information Systems (SIS)	$22,500	Component 4
World Savvy (one time)	$75,000 ($25,000k/building)	Component 4
Athletics/Activities 5% **increase** in fees (last time increase: 2022-23 SY)	$9,800	Component 3
Total	**$322,300**	
This does not hit the $350,000 requested by Controller Tu and the School Board. If required to meet the $350,000, the following reductions could be:		
World Savvy (one time) **and/or**	Additional $9,233/site = $27,700	Component 4
School Based Mental Health and KTT	$27,700	Component 3
Total	**$350,000**	

The proposed reductions would work inline with the assumptions shared by Controller Phan Tu for the 2025-2025 Budget. Those assumptions are reshared below.

Assumptions: 2025-2026 Budget. Below are the assumptions presented to the board at the March 18 school board work session.

Revenues:

- **Student Enrollment**: We are projecting 1,898 students for the district's enrollment which includes 10 ECSE and 1,888 K-12. We are also projecting a negative adjustment of 58 ADM due to students participating in the Post Secondary Enrollment Options program. As a result, 1,840 ADM will be used for the 2025-26 budget.

Grade Level	Oct 1, 2024 Enrollment	2025-26 Enrollment Target	2025-26 Enrollment Budget
K-5	690	710	671
6-8	441	450	442
9-12	761	800	775
ECSE	11	_	10
PSEO Adj	-45	-58	-58
Total	**1,858**	**1,902**	**1,840**

- **General Education Basic Funding:** The basic general education formula is projected to increase by 2.74% from $7,281 to $7,480.50 per Adjusted Pupil Unit (APU). Pupil units are calculated using a weighting factor of 1.0 for kindergarten to grade 6 and 1.2 for grades 7-12. The estimated basic general education revenue for 2025-26 is **$15,278,172** ($7,480.50 x 2,042.40 APU).

- **Special Education Aid:** The district special education aid is estimated to be $2.9 million and the district cross subsidy aid for Special Education is estimated at $935k. Total estimated special education aid is $3.8 million and around $865k is for transportation.

- **Operating Referendum Levy:** The operating referendum levy remains at $2,543.86 per APU. The estimated revenue from the operating referendum levy is **$5,743,810.**

- **Capital Projects Referendum Levy:** The approved capital projects referendum levy revenue for 2025-26 is **$1,031,760**. This revenue will be spent on technology and curriculum needs.

- **Professional Development:** The district will continue to set aside 2% of the basic general education state revenue for staff development. This amounts to approximately **$305,000** for 2025-26.

- **Achievement and Integration Program:** This is the 2nd year of the two-year A&I plan that was approved by MDE for 2024-26. A budget of **$303,000** will be submitted to MDE.

- **Federal Grants:** The district will continue to receive ESEA (Title I, II, III and IV) and Federal Special Education Grants in 2025-26.

- **ADSIS:** The district will submit a new ADSIS plan and budget to MDE for approval. The estimated budget for 2025-26 is **$651,069** which includes an increase for instructional materials and an overall 1.60 teacher FTE increase (1 FTE at SAVHS and .60 FTE at SAMS).

Expenditures:

- **Staffing:** Administration would like to increase staffing by 3.60 FTEs
  - Student Information Systems/MARS Coordinator - .50 FTE
  - SAVHS ADSIS Teacher – 1.0 FTE
  - SAMS ADSIS Teacher - .60 FTE
  - SAVHS EL Teacher - .50 FTE
  - WP Special Ed Teacher – 1.0 FTE

- **Salaries:** Employee salaries will be budgeted to reflect the bargaining unit contracts that are settled. Salaries for open contracts will be budgeted based on the parameters set by the School Board.

- **Health Insurance:** The district's portion of health insurance premiums is expected to increase by 5% in 2025-26.

- **Purchased services:** purchased services contracts will be budgeted based on negotiated contracts and any open contracts will be budgeted to increase by 3%.

- **Utilities:** Utilities such as gas/fuel, electricity and water will be increased by 6% in the budget.

- **Supplies:** Supplies will be budgeted to increase by 2.5%.

St. Anthony - New Brighton ISD 282 FY2025-26 PROPOSED BUDGET DRAFT
1,840 ADM

	Nonspendable A	Assigned B	Committed C	Restricted D	Unassigned E	General Fund Total F (A+B+C+D+E)	Reserved Capital G	Transportation H
Estimated Revenues	-	1,569,203	-	1,898,678	23,135,322	26,603,203	2,720,961	1,641,200
Estimated Expenditures	-	1,562,203	-	1,874,899	23,202,380	26,639,482	3,161,159	1,622,185
Estimated Fund Balance 7/1/25	85,940	2,587,722	716,921	1,244,610	3,091,563	7,726,756	1,508,819	847,775
Estimated Fund Balance 6/30/26	85,940	2,594,722	716,921	1,268,389	3,024,505	7,690,477	1,068,621	866,791
Projected Surplus (Deficit)	-	7,000	-	23,779	(67,057)	(36,279)	(440,198)	19,016

EXPLANATION OF COLUMNS

Nonspendable = Amounts that cannot be spent due to form such as inventories and prepaid amounts.
Assigned = Money received that has a designation of how it is spent. Severance, vacation, sick, and OPEB, federal, integration
Committed = Amounts constrained for a specific purpose by the district using the highest level of decision making authority. Capital and technology and curriculum
Restricted = Available resources deidcated by statute for specific purposes. Staff Development, Gifted & Talented, Career & Tech, etc.
Unassigned = Money that has no specific designation on how it is spent.
Reserved Capital = Includes operating capital, LTFM, and capital projects levy. Referred to as Fund 05.
Transportation = Busing to bring children to and from school. Does not include most activities/athletic/field trip transportation. Referred to as Fund 03
Total General State Reporting Unappropriated = Column used to identify where we would be for SOD purposes
Food Service = All financial activities of our food service program. Fund 02
Community Services = All function related to our community services program. Fund 04
Debt Service = Records outstanding indebtedness. Fund 07
Trust = District acts as trustee, in our case used for scholarships. Fund 08
Agency = Formal agency agreements with other gov't units, employees, students. Examples are SANBE and Patriots. Fund 09
Internal Service = Self insurance program. Fund 20

NOTE: *This is a draft of the 2025-26 budget proposal and the numbers may change*

St. Anthony-New Brighton ISD 282 FY2025-26 Proposed Budget Draft
Fund Balance Detail

General Fund (01)

Fund Balance	Fund Balance Description	Est. 24-25 Fund Balance	Proposed 25-26 Revenue	Proposed 25-26 Expenditure	Est. 25-26 Ending Fund Balance
Assigned	Achievement & Integration	237,958	290,634	290,634	237,958
Assigned	ADSIS	300,000	651,069	651,069	300,000
Assigned	COVID-19 Response	200,000			200,000
Assigned	Device Insurance	22,715	7,000		29,715
Assigned	District Technology	53,371			53,371
Assigned	ECSE Federal grant		29,500	29,500	-
Assigned	Equity and Instruction	332,550			332,550
Assigned	Federal Special Ed Grant	-	391,000	391,000	-
Assigned	Legal	110,000			110,000
Assigned	Severance, Vacation & Sick	$ 590,377	$ -		590,377
Assigned	SPED and Federal Programs	650,000			650,000
Assigned	Title I		150,000	150,000	-
Assigned	Title II		30,000	30,000	-
Assigned	Title III/IV		20,000	20,000	-
Assigned	WMEP for Integration	90,751			90,751
	Assigned Fund Balance Subtotal	**$ 2,587,722**	**$ 1,569,203**	**$ 1,562,203**	**$ 2,594,722**
Board Committed	Capital	581,046	-	-	581,046
Board Committed	Technology and Curriculum	135,875	-	-	135,875
	Board Committed Fund Balance Subtotal	**$ 716,921**	**$ -**	**$ -**	**$ 716,921**
Restricted	Achievement & Integration	-	285,171	285,171	$ -
Restricted	Athletic Trainer	$ 944	$ -		$ 944
Restricted	Career and Tech	$ -	83,459	$ 83,459	$ -
Restricted	Compensatory/EL/Basic Skills	548,648	664,365	$ 664,365	$ 548,648
Restricted	Eagle Bluff Fieldtriip	758			$ 758
Restricted	Endowment	25,165			$ 25,165
Restricted	Extended Learning Op	7,072			$ 7,072
Restricted	FS Angel Fund	3,557			$ 3,557
Restricted	Gifted & Talented	-	26,511	$ 26,511	$ -
Restricted	Learning & Development	10,399	357,862	$ 357,862	$ 10,399
Restricted	Literacy Incentive Aid	73,288	-		$ 73,288
Restricted	Safe Schools	57,069	75,926	$ 75,926	$ 57,069
Restricted	School Library Aid	-	40,000	$ 40,000	$ -
Restricted	SPED Medical Assistance	286,173	60,000	$ 36,221	$ 309,952
Restricted	Staff Development	231,537	305,384	$ 305,384	$ 231,537
	Restricted Fund Balance Subtotal	**$ 1,244,610**	**$ 1,898,678**	**$ 1,874,899**	**$ 1,268,389**

NOTE: *This is a draft of the 2025-26 budget proposal and the numbers may change*

St. Anthony-New Brighton ISD 282 FY2025-26 Proposed Budget Draft
Fund Balance Detail

General Fund (01)

Unassigned	Gen Ed	$	3,091,563	$	19,536,612	$	17,351,931	$	5,276,244
Unassigned	State Aid Special Education		-		2,773,682		4,385,864		(1,612,182)
Unassigned	Q comp		-		166,192		479,856		(313,664)
Unassigned	Student Fees Athletics/Activities		-		294,275		984,729		(690,454)
Unassigned	Draw from OPEB Trust				41,561				41,561
Unassigned	Other Misc Revenue				323,000				323,000
	Unassigned Fund Balance Subtotal	**$**	**3,091,563**	**$**	**23,135,322**	**$**	**23,202,380**	**$**	**3,024,505**
	General Fund (01) Total Fund Balances	**$**	**7,640,816**	**$**	**26,603,203**	**$**	**26,639,482**	**$**	**7,604,537**

Transportation Fund (3)

Fund Balance	Fund Balance Description		Est. 24-25 Fund Balance		Proposed 25-26 Revenue		Proposed 25-26 Expenditure		Est. 25-26 Ending Fund Balance
Transportation	Regular Transportation	$	847,775		711,963	$	543,975	$	1,015,763
Transportation	Special Transportation				886,417	$	933,071		(46,654)
Transportation	NonPublic Transportation				12,821	$	105,139		(92,318)
Transportation	Out of District Transportation				30,000.00	$	40,000		(10,000)
	Transportation Fund Balance Subtotal	**$**	**847,775**	**$**	**1,641,200**	**$**	**1,622,185**	**$**	**866,791**

Capital Fund (5)

Fund Balance	Fund Balance Description		Est. 24-25 Fund Balance		Proposed 25-26 Revenue		Proposed 25-26 Expenditure		Est. 25-26 Ending Fund Balance
Reserved Capital	Capital Projects Levy	$	665,338		1,031,760		1,096,760	$	600,338
Reserved Capital	Operating Capital		746,990		862,900		1,262,900		346,990
Reserved Capital	Long Term Facilities Maintenance		96,491		826,302		801,500		121,293
	Capital Fund Balance Subtotal	**$**	**1,508,819**	**$**	**2,720,961**	**$**	**3,161,159**	**$**	**1,068,621**

NOTE: *This is a draft of the 2025-26 budget proposal and the numbers may change*

St. Anthony-New Brighton ISD 282 FY2025-26 Proposed Budget Draft
Revenue and Expenditure Summary

General Fund Revenue by Source

Revenue Source		2026 Proposed Budget	% of Total		2025 Adopted Budget	% of Total	% Change
State Aid	$	19,054,999	72%	$	18,944,771	73%	1%
Levy	$	6,216,833	23%	$	5,683,457	22%	9%
Federal Grant	$	627,535	2%	$	622,500	2%	1%
Local Sources		703,836	3%		679,860	3%	4%
Total Revenue	**$**	**26,603,203**	**100%**	**$**	**25,930,587**	**100%**	**3%**

General Fund Expenditures by Expense Type

Expense Type		2026 Proposed Budget	% of Total		2025 Adopted Budget	% of Total	% Change
Salaries	$	16,556,326	62%	$	15,987,135	62%	4%
Employee Benefits	$	6,433,719	24%	$	5,889,848	23%	9%
Purchased Services	$	2,836,294	11%	$	2,951,322	12%	-4%
Supplies and Materials	$	675,363	3%	$	645,246	3%	5%
Capital Expenditures	$	22,386	0%	$	21,840	0%	2%
Other Expenditures	$	115,395	0%	$	110,671	0%	4%
Total Expenditures	**$**	**26,639,482**	**100%**	**$**	**25,606,061**	**100%**	**4%**
NetSurplus/(Deficit)	**$**	**(36,279)**		**$**	**324,527**		**-111%**

NOTE: This is a draft of the 2025-26 budget proposal and the numbers may change

St. Anthony-New Brighton ISD 282 FY2025-26 Proposed Budget Draft
Revenue and Expenditure Summary

Transportation Fund Revenue by Source

Revenue Source		2026 Proposed Budget	% of Total		2025 Adopted Budget	% of Total	% Change
State Aid	$	1,611,200	98.2%	$	1,642,847	97.6%	-2%
Local Sources		30,000	1.8%		40,000	2.4%	-25%
Total Revenue	**$**	**1,641,200**	**100.0%**	**$**	**1,682,847**	**100.0%**	**-2%**

Transportation Fund Expenditures by Expense Type

Expense Type		2026 Proposed Budget	% of Total		2025 Adopted Budget	% of Total	% Change
Salaries	$	164,617	10.1%	$	202,190	11.8%	-19%
Employee Benefits	$	55,266	3.4%	$	76,832	4.5%	-28%
Purchased Services	$	1,394,101	85.9%	$	1,424,646	83.2%	-2%
Supplies and Materials	$	8,200	0.5%	$	8,000	0.5%	3%
Capital Expenditures	$	-	0.0%	$	-	0.0%	#DIV/0!
Other Expenditures	$	-	0.0%	$	-	0.0%	#DIV/0!
Total Expenditures	**$**	**1,622,185**	**100%**	**$**	**1,711,668**	**100%**	**-5%**
NetSurplus/(Deficit)	**$**	**19,016**		**$**	**(28,822)**		**-166%**

NOTE: This is a draft of the 2025-26 budget proposal and the numbers may change

St. Anthony-New Brighton ISD 282 FY2025-26 Proposed Budget Draft
Revenue and Expenditure Summary

Capital Fund Revenue by Source

Revenue Source		2025 Proposed Budget	% of Total		2024 Adopted Budget	% of Total	% Change
State Aid	$	307,005	11.3%	$	302,806	13.1%	1%
Levy	$	2,358,956	86.7%	$	1,941,456	83.7%	22%
Local Sources		55,000	2.0%		76,000	3.3%	-28%
Total Revenue	**$**	**2,720,961**	**100.0%**	**$**	**2,320,263**	**100.0%**	**17%**

Capital Fund Expenditures by Expense Type

Expense Type		2025 Proposed Budget	% of Total		2024 Adopted Budget	% of Total	% Change
Salaries	$	1,114	0.0%	$	36,534	1.5%	-97%
Employee Benefits	$	213	0.0%	$	8,332	0.4%	-97%
Purchased Services	$	177,722	5.6%	$	177,716	7.5%	0%
Supplies and Materials	$	436,288	13.8%	$	683,349	28.7%	-36%
Capital Expenditures	$	2,545,823	80.5%	$	1,472,669	61.9%	73%
Other Expenditures	$	-	0.0%	$	-	0.0%	#DIV/0!
Total Expenditures	**$**	**3,161,159**	**100%**	**$**	**2,378,601**	**100%**	**33%**
NetSurplus/(Deficit)	**$**	**(440,198)**		**$**	**(58,338)**		**655%**

NOTE: This is a draft of the 2025-26 budget proposal and the numbers may change

St. Anthony New Brighton
INDEPENDENT SCHOOL DISTRICT 282

pAdopted: 2010
Revised: 2023
May 2025
Mandatory

512 SCHOOL-SPONSORED STUDENT PUBLICATIONS AND ACTIVITIES

I. PURPOSE

The purpose of this policy is to protect students' rights to free speech in production of ~~official~~ school-sponsored media ~~publications and~~ activities while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

II. GENERAL STATEMENT OF POLICY

~~A. The school district may exercise editorial control over the style and content student expression in school-sponsored publications and activities.~~

A. ~~B.~~ Expressions and representations made by students in school-sponsored publications and activities are not expressions of official school district policy. Faculty advisors shall supervise student writers to ensure compliance with the law and school district policies.

B. ~~C.~~ Students who believe their right to free expression has been unreasonably restricted in an official student media ~~publication~~ or activity may seek review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after review is requested.

1. Students producing official school media ~~publications~~ and activities shall be under the supervision of a faculty advisor and the school principal. School-sponsored ~~Official publications~~ media and activities shall be subject to the guidelines set forth below.

2. School-sponsored media ~~Official school publications~~ may be distributed at reasonable times and locations.

III. DEFINITIONS

A. "Distribution" means circulation or dissemination of material by means of

handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placing materials in internal staff or student mailboxes.

~~B. "Official school publications" means school newspapers, yearbooks or material produced in communications, journalism or other writing classes as a part of the ¶ curriculum.~~

B. "Material and substantial disruption" of a normal school activity means:

1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.

2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.

C. "Minor" means any person under the age of eighteen (18).

D. "Obscene to minors" means:

1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;

2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, or lewd exhibition of the genitals; and

3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.

~~D. "Minor" means any person under the age of eighteen (18).~~

E. "School activities" means any activity of students sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in-school lunch periods.

F. "School-sponsored media" means material that is:

1. prepared, wholly or substantially written, published, broadcast, or otherwise disseminated by a student journalist enrolled in the school district;

2. distributed or generally made available to students in the school; and

3. prepared by a student journalist under the supervision of a student media adviser.

School-sponsored media does not include material prepared solely for distribution or transmission in the classroom in which the material is produced, or a yearbook.

G. "Student journalist" means a school district student in grades 6 through 12 who gathers, compiles, writes, edits, photographs, records, or otherwise prepares information for dissemination in school-sponsored media.

H. "Student media adviser" means a qualified teacher, as defined in Minnesota Statutes, section 122A.16, that the school district employs, appoints, or designates to supervise student journalists or provide instruction relating to school-sponsored media.¶

~~E.~~

~~"Material and substantial disruption" of a normal school activity means: ¶~~

~~1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program. ¶~~

~~2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting,~~

~~unlawful seizures of property, or conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity. ¶~~

~~In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the written material in question.~~

~~F. "School activities" means any activity of students sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays and other theatrical productions, and in ¶ school lunch periods. ¶~~

~~G. "Libelous" is a false and unprivileged statement about a specific individual that tends to harm the individual's reputation or to lower that individual in the esteem ¶ of the community. ¶~~

IV. GUIDELINES

A. Except as provided in paragraph B below, a student journalist has the right to exercise freedom of speech and freedom of the press in school-sponsored media regardless of whether the school-sponsored media receives financial support from the school or district, uses school equipment or facilities in its production, or is produced as part of a class or course in which the student journalist is enrolled. Freedom of speech includes freedom to express political viewpoints. Consistent with paragraph B below, a student journalist has the right to determine the news, opinion, feature, and advertising content of school-sponsored media. The school district must not discipline a student journalist for exercising rights or freedoms under this paragraph or the First Amendment of the United States Constitution.

B. Student e~~E~~xpression in a~~n official~~ school-sponsored media~~publication~~ a yearbook, or school-sponsored activity is prohibited when the material:

1. is obscene to minors;

2. is defamatory;

3. is profane, harassing, threatening, or intimidating;~~is libelous or slanderous~~;

~~3. advertises or promotes any product or service not permitted for minors by law;~~

4. constitutes an unwarranted invasion of privacy; ~~encourages students to~~

~~commit illegal acts or violate school regulations or substantially disrupts the orderly operation of school or school activities;~~

5. violates federal or state law; ~~expresses or advocates sexual, racial or religious harassment or violence or prejudice;~~

6. causes a material and substantial disruption of school activities;

7. ~~is distributed or displayed in violation of time, place and manner regulations.~~ is directed to inciting or producing imminent lawless action on school premises or the violation of lawful school policies or rules, including a policy adopted in accordance with Minnesota Statutes, section 121A.03 or 121A.031;

8. advertises or promotes any product or service not permitted for minors by law;

9. advocates sexual, racial, or religious harassment or violence or prejudice; or

10. is distributed or displayed in violation of time, place, and manner regulations.

C. The school district must not retaliate or take adverse employment action against a student media adviser for supporting a student journalist exercising rights or freedoms under paragraph A above or the First Amendment of the United States Constitution. ~~B~~.

D. Notwithstanding the rights or freedoms of this Article or the First Amendment of the United States Constitution, nothing in this Article inhibits a student media adviser from teaching professional standards of English and journalism to student journalists.

These professional standards may include, but are not limited to, the following:¶

~~Expression in an official school publication or school-sponsored activity is subject to editorial control by the school district over the style and content so long as the school district's actions are reasonably related to legitimate pedagogical concerns. These may include, but are not limited to, the following: ¶~~

1. assuring that participants learn whatever lessons the activity is designed to teach;

2. assuring that readers or listeners are not exposed to material that may be inappropriate for their level of maturity;

3. assuring that the views of the individual speaker are not erroneously attributed to the school;

4. assuring that the school is not associated with any position other than neutrality on matters of political controversy;

5. assuring that the sponsored student speech cannot reasonably be perceived to advocate conduct otherwise inconsistent with the shared values of a civilized social order;

6. assuring that the school is not associated with expression that is, for example, ungrammatical, poorly written, inadequately researched, biased or prejudiced, vulgar or profane, or unsuitable for immature audiences.

E. Time, Place and Manner of Distribution

Students shall be permitted to distribute written materials at school as follows:

1. Time

Distribution shall be limited to the hours before the school day begins, during lunch hour and after school is dismissed.

2. Place

Written materials may be distributed in locations so as not to interfere with the normal flow of traffic within the school hallways, walkways, entry ways and parking lots. Distribution shall not impede entrance to or exit from school premises in any way.

3. Manner

No one shall induce or coerce a student or staff member to accept a student publication.

V. POSTING

The school district must adopt a student journalist policy consistent with Minnesota Statutes, section 121A.80 and post it on the district website.

Legal References: U. S. Const., amend. I
Morse v. Frederick, 551 U.S. 393 (2007)
Hazelwood School District v. Kuhlmeier, 484 U.S. 260~~, 108 S.Ct. 562, 98 L.Ed. 2d 592~~ (1988)
Bystrom v. Fridley High School, I.S.D. No. 14, 822 F. 2d 747 (8th Cir. 1987)
Minn. Stat. § 121A.03 (Model Policy)
Minn. Stat. § 121A.031 (Student Bullying Policy)
Minn. Stat. § 121A.80 (Student Journalism; Student Expression)
~~*Morse v. Frederick*, ___ U.S. ___, 127 S.Ct. 2618, 168 L.Ed. 2d 290 (2007)~~

Cross References: MSBA/MASA Model Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

St. Anthony New Brighton
INDEPENDENT SCHOOL DISTRICT 282

~~*MSBA/MASA Model Policy 205*~~
Orig. 1995 Rev. 2017, 2019
March 5, 2019
May, 2025
Legal

205 OPEN MEETINGS AND CLOSED MEETINGS

~~***[Note: The provisions of this policy accurately reflect Minnesota's Open Meeting Law statutes and are not discretionary in nature.]***~~

I. PURPOSE

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

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

II. GENERAL STATEMENT OF POLICY

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

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

III. DEFINITION

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

of the Open Meeting Law, social media does not include e-mail.

IV. PROCEDURES

A. Meetings

1. Regular Meetings

A schedule of the regular meetings of the school board shall be kept on file at ~~its primary offices.~~ the school district office. If the school board decides to hold a regular meeting at a time or place different from the time or place stated in its regular meeting schedule, it shall give the same notice of the meeting as for a special meeting.

2. Special Meetings

a. For a special meeting, the school board shall post written notice of the date, time, place, and purpose of the meeting on the principal bulletin board of the school district or on the door of the school board's usual meeting room if there is no principal bulletin board. The school board's actions at the special meeting are limited to those topics included in the notice.

b. The notice shall also be mailed or otherwise delivered to each person who has filed a written request for notice of special meetings. This notice shall be posted and mailed or delivered at least three days before the date of the meeting.

c. As an alternative to mailing or otherwise delivering notice to persons who have filed a written request, the school board may publish the notice once, at least three days before the meeting, in the official newspaper of the school district or, if none, in a qualified newspaper of general circulation within the area of the school district.

d. A person filing a request for notice of special meetings may limit the request to particular subjects, in which case the school board is required to send notice to that person only concerning those particular subjects.

e. The school board will establish an expiration date on requests for notice of special meetings and require refiling once each year. Not more than sixty (60) days before the expiration date of request for notice, the school board shall send notice of the refiling requirement to each person who filed during the preceding year.

3. Emergency Meetings

a. An emergency meeting is a special meeting called because of circumstances that, in the school board's judgment ~~of the school board~~, require immediate consideration.

~~*[Note: While the statute leaves the question to the board of whether the circumstances require immediate consideration at an emergency meeting, advisory opinions of the Minnesota Commissioner of Administration would limit such meetings to responding to natural disasters or health epidemics caused by an event such as an accident or terrorist attack.]*~~¶

b. If matters not directly related to the emergency are discussed or acted upon, the minutes of the meeting shall include a specific description of those matters.

c. The school board shall make good faith efforts to provide notice of the emergency meeting to each news medium that has filed a written request for notice if the request includes the news medium's telephone number.

d. Notice of the emergency meeting shall be given by telephone or any other method used to notify the members of the school board.

e. Notice shall be provided to each news medium which has filed a written request for notice as soon as reasonably practicable after notice has been given to the school board members.

f. Notice shall include the subject of the meeting.

g. Posted or published notice of an emergency meeting shall not be required.

h. The notice requirements for an emergency meeting as set forth in this policy shall supersede any other statutory notice requirement for a special meeting that is an emergency meeting.

4. Recessed or Continued Meetings

If a meeting is a recessed or continued session of a previous meeting, and the time and place of the meeting was established during the previous meeting and recorded in the minutes of that meeting, then no further published or mailed notice is necessary.

5. Closed Meetings

The notice requirements of the Minnesota Open Meeting Law apply to

closed meetings.

6. Actual Notice

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

~~Health~~7. Meetings during Pandemic or ~~Declared~~Chapter 12 Emergency

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

8. Meetings ~~Conducted~~ by Interactive Technology

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

B. Votes

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

C. Written Materials

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

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

D. Open Meetings and Data

1. Meetings may not be closed ~~merely because the~~to discuss data ~~to be discussed~~that are not public data, except as provided under Minnesota law.

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

item before the school board.

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

E. Closed Meetings

1. Labor Negotiations Strategy

a. The school board may, by a majority vote in a public meeting, decide to hold a closed meeting to consider strategy for labor negotiations, including negotiation strategies or developments or discussion and review of labor negotiation proposals~~.~~, conducted pursuant to Minnesota's Public Employment Labor Relations Act (PELRA)

b. The time and place of the closed meeting shall be announced at the public meeting. A written roll of school board members and all other persons present at the closed meeting shall be made available to the public after the closed meeting. The proceedings of a closed meeting to discuss negotiation strategies shall be tape recorded, and the tape recording shall be preserved for two years after the contract discussed at the meeting is signed. The recording shall be made available to the public after all labor contracts are signed by the school board for the current budget period.

2. Sessions Closed by Bureau of Mediation Services

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

3. Preliminary Consideration of Allegations or Charges

The school board shall close one or more meetings for preliminary consideration of allegations or charges against an individual subject to its authority. If the school board members conclude that discipline of any nature may be warranted as a result of those specific charges or allegations, further meetings or hearings relating to those specific charges or allegations held after that conclusion is reached must be open. A meeting must also be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the

meeting. The recording is not available to the public.

4. Performance Evaluations

The school board may close a meeting to evaluate the performance of an individual who is subject to its authority. The school board shall identify the individual to be evaluated prior to closing a meeting. At its next open meeting, the school board shall summarize its conclusions regarding the evaluation. A meeting must be open at the request of the individual who is the subject of the meeting. A closed meeting for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

5. Attorney-Client Privilege Meeting

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

6. Dismissal Hearing

a. A hearing on ~~the~~ dismissal of a licensed teacher shall be public or private at the teacher's discretion. A hearing regarding placement of teachers on unrequested leave of absence shall be public.

b. A hearing on dismissal of a student pursuant to the Pupil Fair Dismissal Act shall be closed unless the pupil, parent, or guardian requests an open hearing.

c. To the extent a teacher or student dismissal hearing is held before the school board and is closed, the closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

7. Coaches; Opportunity to Respond

a. If the school board has declined to renew the coaching contract of

a licensed or nonlicensed head varsity coach, it must notify the coach within fourteen (14) days of that decision.

b. If the coach requests the reasons for the nonrenewal, the school board must give the coach ~~the~~its reasons in writing within ten (10) days of receiving the request. The existence of parent complaints must not be the sole reason for the school board not to renew a coaching contract.

c. On the request of the coach, the school board must provide the coach with a reasonable opportunity to respond to the reasons at a school board meeting.

d. The meeting may be open or closed at the election of the coach unless the meeting is closed as required by Minn. Stat. § 13D.05, Subd. 2, to discuss educational or certain other nonpublic data.

e. A meeting closed ~~meeting~~for this purpose must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

8. Meetings to Discuss Certain Not Public Data

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

(1) data that would identify alleged victims or reporters of criminal sexual conduct, domestic abuse, or maltreatment of minors or vulnerable adults;

(2) active investigative data collected or created by a law enforcement agency;

(3) educational data, health data, medical data, welfare data, or mental health data that are not public data; or

(4) an individual's personal medical records.

b. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

9. Purchase and Sale of Property

a. The school board may close a meeting:

(1) to determine the asking price for real or personal property to be sold by the school district;

(2) to review confidential or nonpublic appraisal data; and

(3) to develop or consider offers or counteroffers for the purchase or sale of real or personal property.

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

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

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

10. Security Matters

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

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

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

d. The closed meeting must be tape recorded at the expense of the

school district and the recording must be preserved for at least four years.

11. Other Meetings

Other meetings shall be closed as provided by law, except as provided above. A closed meeting must be electronically recorded at the expense of the school district, and the recording must be preserved for at least three years after the date of the meeting. The recording is not available to the public.

F. Procedures for Closing a Meeting

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

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. Ch. 13D (Open Meeting Law)
Minn. Stat. § 121A.47, Subd. ~~5 (Student Dismissal Hearing)~~5 (Exclusion and Expulsion Procedures))
Minn. Stat. § 122A.33, Subd. 3 (Coaches; Opportunity to Respond)
Minn. Stat. § 122A.40, Subd. 14 (Teacher Discharge Hearing)
Minn. Stat. § 179A.14, Subd. 3 (Labor Negotiations)
Minn. Rules Part 5510.2810 (Bureau of Mediation Services)
Brown v. Cannon Falls Township, 723 N.W.2d 31 (Minn. App. 2006)
Brainerd Daily Dispatch v. Dehen, 693 N.W.2d 435 (Minn. App. 2005)
The Free Press v. County of Blue Earth, 677 N.W.2d 471 (Minn. App. 2004)
Prior Lake American v. Mader, 642 N.W.2d 729 (Minn. 2002)
Star Tribune v. Board of Education, Special School District No. 1, 507 N.W.2d 869 (Minn. App. 1993)
Minnesota Daily v. University of Minnesota, 432 N.W.2d 189 (Minn. App. 1988)
Moberg v. Independent School District No. 281, 336 N.W.2d 510 (Minn. 1983)
Sovereign v. Dunn, 498 N.W.2d 62 (Minn. App. 1993), *rev. denied*. (Minn. 1993)
Dept. of Admin. Advisory Op. No. ~~13-009 (March~~21-003 (April 19, ~~2013)~~ 2021)
Dept. of Admin. Advisory Op. No. ~~12-004 (March 8, 2012)~~ 21-002 (January 13, 2021)
Dept. of Admin. Advisory Op. No. ~~11-004 (April 18, 2011)~~ 19-012 (October 24, 2019)

Dept. of Admin. Advisory Op. No. ~~10-020 (September 23, 2010)~~ 19-008 (May 22, 2019)
Dept. of Admin. Advisory Op. No. 19-006 (April 9, 2019)
Dept. of Admin. Advisory Op. No. 18-019 (December 28, 2018)
Dept. of Admin. Advisory Op. No. 17-005 (June 22, 2017)
Dept. of Admin. Advisory Op. No. 13-009 (March 19, 2013)
Dept. of Admin. Advisory Op. No. 12-004 (March 8, 2012)
Dept. of Admin. Advisory Op. No. 11-004 (April 18, 2011)
Dept. of Admin. Advisory Op. No. 10-020 (September 23, 2010)
Dept. of Admin. Advisory Op. No. 09-020 (September 8, 2009)
Dept. of Admin. Advisory Op. No. 08-015 (July 9, 2008)
Dept. of Admin. Advisory Op. No. 06-027 (September 28, 2006)
Dept. of Admin. Advisory Op. No. 04-004 (February 3, 2004)

Cross References: MSBA/MASA Model Policy 204 (School Board Meeting Minutes)
MSBA/MASA Model Policy 206 (Public Participation in School Board Meetings/Complaints about Persons at School Board Meetings and Data Privacy Considerations)
MSBA/MASA Model Policy 207 (Public Hearings)
MSBA/MASA Model Policy 406 (Public and Private Personnel Data) ~~MSBA/MASA Model Policy 515 (Protection and Privacy of Pupil Records)~~
MSBA ~~ServiceManual, Chapter 13, School~~ /MASA Model Policy 515 (Protection and Privacy of Pupil Records)
MSBA Law Bulletin "C" (Minnesota's Open Meeting Law)

St. Anthony New Brighton
INDEPENDENT SCHOOL DISTRICT 282

Orig. 1999
Rev. October 2023
May 2025
Mandatory -Annual

806 CRISIS MANAGEMENT POLICY

I. PURPOSE

The purpose of this Model Crisis Management Policy is to act as a guide for school district and building administrators, school employees, students, school board members, and community members to address a wide range of potential crisis situations in the school district. The step-by-step procedures suggested by this Policy will provide guidance to each school building in drafting crisis management plans to coordinate protective actions prior to, during, and after any type of emergency or potential crisis situation. Each school district should develop tailored building-specific crisis management plans for each school building in the school district, and sections or procedures may be added or deleted in those crisis management plans based on building needs.

The school district will, to the extent possible, engage in ongoing emergency planning within the school district and with emergency responders and other relevant community organizations. The school district will ensure that relevant emergency responders in the community have access to their building-specific crisis management plans and will provide training to school district staff to enable them to act appropriately in the event of a crisis.

II. GENERAL INFORMATION

A. The Policy and Plans

The school district's Crisis Management Policy has been created in consultation with local community response agencies and other appropriate individuals and groups that would likely be involved in the event of a school emergency. It is designed so that each building administrator can tailor a building-specific crisis management plan to meet that building's specific situation and needs.

Commented [1]: 916 language

~~The school district's administration and/or the administration of each building shall present tailored building-specific crisis management plans to the school board for review and approval. The building-specific crisis management plans will include general crisis procedures and crisis-specific procedures. Upon approval by the school board, such crisis management plans shall be an addendum to this Crisis Management Policy. This Policy and the plans will be maintained and updated on an annual basis.~~

Commented [2]: We do not share this information publicly. We do share that we have adopted the Standard Response Protocol from The I Love You Guys Foundation.

B. Elements of the District Crisis Management Policy

~~1.~~ General Crisis Procedures. The Crisis Management Policy includes general crisis procedures for securing buildings, classroom evacuation, building evacuation, campus evacuation, and sheltering. The Policy designates the individual(s) who will determine when these actions will be taken. These district-wide procedures may be modified by building administrators when creating their building-specific crisis management plans. A communication system will be in place to enable the designated individual to be contacted at all times in the event of a potential crisis, setting forth the method to contact the designated individual, the provision of at least two designees when the contact person is unavailable, and the method to convey contact information to the appropriate staff persons. The alternative designees may include members of the emergency first responder response team. A secondary method of communication should be included in the plan for use when the primary method of communication is inoperable. ~~Each building in the school district will have access to a copy of the Comprehensive School Safety Guide (2011 Edition) to assist in the development of building-specific crisis management plans.~~

1. All general crisis procedures will address specific procedures for the safe evacuation of children and employees with special needs such as physical, sensory, motor, developmental, and mental health challenges.

a. Lockdown Procedures. ~~Lock-down procedures will be used in situations where harm may result to persons inside the school building, such as a shooting, hostage incident, intruder, trespass, disturbance, or when determined to be necessary by the building administrator or his or her designee. The building administrator or designee will announce the lock-down over the public address system or other designated system. Code words will not be used. Provisions for emergency evacuation will be maintained even in the event of a lock-down. Each building administrator will submit lock-down procedures for their building as part of the building-specific crisis management plan.~~

Lockdown procedures will be used when there is a threat or hazard inside the school building. This could include a shooting, hostage incident, intruder, trespassing, disturbance, or at the discretion of the building administrator or designee. Lockdown uses classroom security to protect students and staff from a threat. Each building administrator will submit lockdown procedures for their building as part of their building specific crisis management plan.

b. Secure procedures. Secure is used when there is a threat or hazard outside of the school building. This could include violence or criminal activity in the immediate neighborhood, policy activity or

Commented [3]: From Dr. Palmer: The Edina policy provides a shorter example which includes SRP specific language. They also include reunification, media and post-crisis procedures. I assume we follow this as well if we are following SRP. I did add a link to the Edina policy on the policy committee agenda page under the upcoming April 8th meeting for policy 806. I couldn't copy the policy link here. but I included the language below...

"D. In addition, the school's emergency plan will address the following Safe
Conditions and procedures:
Safe Conditions:
1. Hold. Hold in your room or area. Clear hallways. Typically used
during a medical scenario.
2. Secure. Get inside. Lock outside doors. Business inside continues
as usual. Used when there is a threat to safety outside, such as a
neighborhood police situation.
3. Lockdown. Doors locked and lights turned off. Students and staff
position themselves out of the sight of an intruder. Often used for
an active shooter situation.
4. Evacuate. Leave the building and move to a specified location.
Typically used for a fire.
5. Shelter. Take shelter in a designated location. This occurs most
often for severe weather such as a tornado.
Additional Procedures:
● Reunification. In the event that staff/students are unable to stay in
or return to the building. One or more reunification sites will be
identified by the district and reviewed annually.
● Media Procedures. Media relations and outgoing information will
flow through the director of marketing and communications.
● Post-crisis procedures with DERT. Following an incident, the
involved BERT and DERT will debrief with our safety partners. This
should occur as close to the incident time as reasonably
possible."

Commented [4]: We use the I Love You Guys information, not the Comprehensive School Safety Guide (outdated)

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Commented [5]: Edina Language: Lockdown. Doors locked and lights turned off. Students and staff position themselves out of the sight of an intruder. Often used for an active shooter situation.

a dangerous animal near the building. Secure uses the security of the physical facility to act as protection. Each building administrator will submit Secure procedures for their building as part of their building specific crisis management plan.

Commented [6]: Edina Language: Secure. Get inside. Lock outside doors. Business inside continues as usual. Used when there is a threat to safety outside, such as a neighborhood police situation.

c.~~b.~~ Evacuation Procedures. ~~Evacuations of classrooms and buildings shall be implemented at the discretion of the building administrator or his or her designee. Each building's crisis management plan will include procedures for transporting students and staff a safe distance from harm to a designated safe area until released by the building administrator or designee. Safe areas may change based upon the specific emergency situation. The evacuation procedures should include specific procedures for children with special needs, including children with limited mobility (wheelchairs, braces, crutches, etc.), visual impairments, hearing impairments, and other sensory, developmental, or mental health needs. The evacuation procedures should also address transporting necessary medications for students that take medications during the school day.~~

Evacuation is used when there is a need to move students and staff from one location to another. Evacuations of classrooms and buildings shall be implemented at the discretion of the building administrator or designee. Each building's crisis management plan will include procedures for transporting students and staff a safe distance from harm to a designated safe area until released by the building administrator or designee. Safe areas may change based upon the specific emergency situation. Building plans should include specific evacuation procedures for individuals with special needs including those with limited mobility (wheelchairs, braces, crutches, etc.), visual impairments, hearing impairments, and other sensory, developmental, or mental health needs. The evacuation procedures should also address transporting necessary medications for students that take medications during the school day.

Commented [7]: Edina Language: Evacuate. Leave the building and move to a specified location. Typically used for a fire.

d~~e~~. Sheltering Procedures. ~~Sheltering provides refuge for students, staff, and visitors within the school building during an emergency. Shelters are safe areas that maximize the safety of inhabitants. Safe areas may change based upon the specific emergency. The building administrator or his or her designee will announce the need for sheltering over the public address system or other designated system. Each building administrator will submit sheltering procedures for his or her building as part of the building specific crisis management plan.~~

Commented [8]: In alignment with SRP - not included in MSBA policy

Shelter is called when the need for personal protection is necessary. Sheltering provides refuge for students, staff, and visitors within the school building during an emergency. Shelters are safe areas that maximize the safety of inhabitants. Safe areas may change depending on the specific emergency. Each building administrator

Commented [9R8]: Edina Language: Shelter. Take shelter in a designated location. This occurs most often for severe weather such as a tornado.

will submit sheltering procedures as part of their building specific crisis management plan.

e. Hold Procedures. Hold provides a response when there is a need to control/limit traffic in the hallways to allow staff or first responders to manage a situation within the school building. Situations such as a medical emergency, escalated student in crisis, or at the discretion of the building administrator or designee. Each building administrator will submit Holdin-Place procedures as part of their building specific crisis management plan.

Commented [10]: Edina Language: Hold. Hold in your room or area. Clear hallways. Typically used during a medical scenario.

2. Crisis-Specific Procedures. The Crisis Management Policy includes crisis-specific procedures for crisis situations that may occur during the school day or at school-sponsored events and functions. These district-wide procedures are designed to enable building administrators to tailor response procedures when creating building-specific crisis management plans.

3. School Emergency Response Teams

a. Composition. The building administrator in each school building will select a school emergency response team that will be trained to respond to emergency situations. All school emergency response team members will receive on-going training to carry out the building's crisis management plans and will have knowledge of procedures, evacuation routes, and safe areas. For purposes of student safety and accountability, to the extent possible, school emergency response team members will not have direct responsibility for the supervision of students. Team members must be willing to be actively involved in the resolution of crises and be available to assist in any crisis situation as deemed necessary by the building administrator. Each building will maintain a current list of school emergency response team members which will be updated annually. The building administrator, and his or her alternative designees, will know the location of that list in the event of a school emergency. A copy of the list will be kept on file in the school district office, or in a secondary location in single building school districts.

b. Leaders. The building administrator or his or her designee will serve as the leader of the school emergency response team and will be the primary contact for emergency response officials. In the event the primary designee is unavailable, the designee list should include more than one alternative designee and may include members of the emergency response team. When emergency response officials are present, they may elect to take command and control of the crisis. It is critical in this situation that school officials assume a resource role and be available as necessary to emergency response officials.

III. PREPARATION BEFORE AN EMERGENCY

A. Communication

1. District Employees. Teachers generally have the most direct contact with students on a day-to-day basis. As a result, they must be aware of their role in responding to crisis situations. This also applies to non-teaching school personnel who have direct contact with students. All staff shall be aware of the school district's Crisis Management Policy and their own building's crisis management plan. Each school's building-specific crisis management plan shall include the method and dates of dissemination of the plan to its staff. Employees will receive a copy of the relevant building-specific crisis management plans and shall receive periodic training on plan implementation.

2. Students and Parents. Students and parents shall be made aware of the school district's Crisis Management Policy and relevant tailored crisis management plans for each school building. Each school district's building-specific crisis management plan shall set forth how students and parents are made aware of the district and school-specific plans. Students shall receive specific instruction on plan implementation and shall participate in a required number of drills and practice sessions throughout the school year.

B. Planning and Preparing for Fire

1. Designate a safe area ~~at least 50 feet~~ away from the building to enable students and staff to evacuate. The safe area should not interfere with emergency responders or responding vehicles and should not be in an area where evacuated persons are exposed to any products of combustion. (Depending on the wind direction, where the building on fire is located, the direction from which the fire is arriving, and the location of fire equipment, the distance may need to be extended.)

2. Each building's facility diagram and site plan shall be available in appropriate areas of the building and shall identify the most direct evacuation routes to the designated safe areas both inside and outside of the building. The facility diagram and site plan must identify the location of the fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs.

3. Teachers and staff will receive training on the location of the primary emergency evacuation routes and alternate routes from various points in the building. During fire drills, students and staff will practice evacuations using primary evacuation routes and alternate routes.

4. Certain employees, such as those who work in hazardous areas in the

building, will receive training on the locations and proper use of fire extinguishers and protective clothing and equipment.

5. Fire drills will be conducted periodically without warning at various times of the day and under different circumstances, e.g., lunchtime, recess, and during assemblies. State law requires a minimum of five fire drills each school year, consistent with Minnesota Statutes section 299F.30. See Minnesota Statutes, section 121A.035.

6. A record of fire drills conducted at the building will be maintained in the building administrator's office.

7. The school district will have prearranged sites for emergency sheltering and transportation as needed.

8. The school district will determine which staff will remain in the building to perform essential functions if safe to do so (e.g., switchboard, building engineer, etc.). The school district also will designate an administrator or his or her designee to meet local fire or law enforcement agents upon their arrival.

C. Facility Diagrams and Site Plans

All school buildings will have a facility diagram and site plan that includes the location of primary and secondary evacuation routes, exits, designated safe areas inside and outside of the building, and the location of fire alarm control panel, fire alarms, fire extinguishers, hoses, water spigots, and utility shut offs. All facility diagrams and site plans will be updated regularly and whenever a major change is made to a building. Facility diagrams and site plans will be maintained by the building administrator and will be easily accessible and on file in the school district office. Facility diagrams and site plans will be provided to first responders, such as fire and law enforcement personnel.

D. Emergency Telephone Numbers

Each building will maintain a current list of emergency telephone numbers and the names and addresses of local, county, and state personnel who may be involved in a crisis situation. The list will include telephone numbers for local police, fire, ambulance, hospital, the Poison Control Center, county and state emergency management agencies, local public works departments, local utility companies, the public health nurse, mental health/suicide hotlines, and the county welfare agency. A copy of this list will be kept on file in the school district office, or at a secondary location for single building school districts and will be updated annually.

School district employees will receive training on how to make emergency contacts, including 911 calls, when the school district's main telephone number and location is electronically conveyed to emergency personnel instead of the specific

building in need of emergency services.

School district plans will set forth a process to internally communicate an emergency, using telephones in classrooms, intercom systems, or two-way radios, as well as the procedure to enable the staff to rapidly convey emergency information to a building designee. Each plan will identify a primary and secondary method of communication for both internal and secondary use. It is recommended that the plan include several methods of communication because computers, intercoms, telephones, and cell phones may not be operational or may be dangerous to use during an emergency.

E. Warning and Notification Systems

The school district shall maintain a warning system designed to inform students, staff, and visitors of a crisis or emergency. This system shall be maintained on a regular basis under the maintenance plan for all school buildings. The school district should consider an alternate notification system to address the needs of staff and students with special needs, such as vision or hearing.

The building administrator shall be responsible for informing students and employees of the warning system and the means by which the system is used to identify a specific crisis or emergency situation. Each school's building-specific crisis management plan will include the method and frequency of dissemination of the warning system information to students and employees.

F. Early School Closure Procedures

The superintendent will make decisions about closing school or buildings as early in the day as possible. The early school closure procedures will set forth the criteria for early school closure (e.g., weather-related, utility failure, or a crisis situation), will specify how closure decisions will be communicated to staff, students, families, and the school community (designated broadcast media, local authorities, e-mail, or district or school building web sites), and will discuss the factors to be considered in closing and reopening a school or building.

Early school closure procedures also will include a reminder to parents and guardians to listen to designated local radio and TV stations for school closing announcements, where possible.

G. Media Procedures

The superintendent has the authority and discretion to notify parents or guardians and the school community in the event of a crisis or early school closure. The superintendent will designate a spokesperson who will notify the media in the event of a crisis or early school closure. The spokesperson shall receive training to ensure that the district is in strict compliance with federal and state law relative to the release of private data when conveying information to the media.

H. Behavioral Health Crisis Intervention Procedures

Short-term behavioral health crisis intervention procedures will set forth the procedure for initiating behavioral health crisis intervention plans. The procedures will utilize available resources including the school psychologist, counselor, community behavioral health crisis intervention, or others in the community. Counseling procedures will be used whenever the superintendent or the building administrator determines it to be necessary, such as after an assault, a hostage situation, shooting, or suicide. The behavioral health crisis intervention procedures shall include the following steps:

1. Administrator will meet with relevant persons, including school psychologists and counselors, to determine the level of intervention needed for students and staff.

2. Designate specific rooms as private counseling areas.

3. Escort siblings and close friends of any victims as well as others in need of emotional support to the counseling areas.

4. Prohibit media from interviewing or questioning students or staff.

5. Provide follow-up services to students and staff who receive counseling.

6. Resume normal school routines as soon as possible.

I. Long-Term Recovery Intervention Procedures

Long-term recovery intervention procedures may involve both short-term and long-term recovery planning:

1. Physical/structural recovery.

2. Fiscal recovery.

3. Academic recovery.

4. Social/emotional recovery.

~~*[Note: The Comprehensive School Safety Guide (2011 Edition), under the Recovery section, addresses the recovery components in more detail.]*~~

~~**IV. ACTIVE SHOOTER DRILL**~~

~~A. Definitions~~

1. "Active shooter drill" means an emergency preparedness drill designed to teach students, teachers, school personnel, and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school. An active shooter drill is not an active shooter simulation, nor may an active shooter drill include any sensorial components, activities, or elements which mimic a real life shooting.

2. "Active shooter simulation" means an emergency exercise including full-scale or functional exercises, designed to teach adult school personnel and staff how to respond in the event of an armed intruder on campus or an armed assailant in the immediate vicinity of the school which also incorporates sensorial components, activities, or elements mimicking a real life shooting. Activities or elements mimicking a real life shooting include, but are not limited to, simulation of tactical response by law enforcement. An active shooter simulation is not an active shooter drill.

3. "Evidence-based" means a program or practice that demonstrates any of the following:

   a. a statistically significant effect on relevant outcomes based on any of the following:

      i. strong evidence from one or more well-designed and well implemented experimental studies;

      ii. moderate evidence from one or more well-designed and well implemented quasi-experimental studies; or

      iii. promising evidence from one or more well-designed and well implemented correlational studies with statistical controls for selection bias; or

   b. a rationale based on high-quality research findings or positive evaluations that the program or practice is likely to improve relevant outcomes, including the ongoing efforts to examine the effects of the program or practice.

4. "Full-scale exercise" means an operations-based exercise that is typically the most complex and resource-intensive of the exercise types and often involves multiple agencies, jurisdictions, organizations, and real-time movement of resources.

5. "Functional exercises" means an operations-based exercise designed to assess and evaluate capabilities and functions while in a realistic, real-time environment, however, movement of resources is usually simulated.

B. Criteria

~~An active shooter drill conducted according to Minnesota Statutes, section 121A.037 with students in early childhood through grade 12 must be:~~

~~1. accessible;~~

~~2 developmentally appropriate and age appropriate, including using appropriate safety language and vocabulary;~~

~~3. culturally aware;~~

~~4. trauma-informed; and~~

~~5. inclusive of accommodations for students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.~~

~~C. Student Mental Health and Wellness~~

~~Active shooter drill protocols must include a reasonable amount of time immediately following the drill for teachers to debrief with their students. The opportunity to debrief must be provided to students before regular classroom activity may resume. During the debrief period, students must be allowed to access any mental health services available on campus, including counselors, school psychologists, social workers, or cultural liaisons. An active shooter drill must not be combined or conducted consecutively with any other type of emergency preparedness drill. An active shooter drill must be accompanied by an announcement prior to commencing. The announcement must use concise and age-appropriate language and, at a minimum, inform students there is no immediate danger to life and safety.~~

~~D. Notice~~

~~1. The school district must provide notice of a pending active shooter drill to every student's parent or legal guardian before an active shooter drill is conducted. Whenever practicable, notice must be provided at least 24 hours in advance of a pending active shooter drill and inform the parent or legal guardian of the right to opt their student out of participating.~~

~~2. If a student is opted out of participating in an active shooter drill, no negative consequence must impact the student's general school attendance record nor may nonparticipation alone make a student ineligible to participate in or attend school activities.~~

~~3. The Commissioner of the Minnesota Department of Education must ensure the availability of alternative safety education for students who are opted out of participating or otherwise exempted from an active shooter drill. Alternative safety education must provide essential safety instruction through less sensorial safety training methods and must be appropriate for~~

~~students with mobility restrictions, sensory needs, developmental or physical disabilities, mental health needs, and auditory or visual limitations.~~

~~E. Participation in Active Shooter Drills~~

~~Any student in early childhood through grade 12 must not be required to participate in an active shooter drill that does not meet the Criteria set forth above.~~

~~F. Active Shooter Simulations~~

~~A student must not be required to participate in an active shooter simulation. An active shooter simulation must not take place during regular school hours if a majority of students are present, or expected to be present, at the school. A parent or legal guardian of a student in grades 9 through 12 must have the opportunity to opt their student into participating in an active shooter simulation.~~

~~G. Violence Prevention~~

~~1. A school district or charter school conducting an active shooter drill must provide students in middle school and high school at least one hour, or one standard class period, of violence prevention training annually.~~

~~2. The violence prevention training must be evidence-based and may be delivered in-person, virtually, or digitally. Training must, at a minimum, teach students the following:~~

~~a. how to identify observable warning signs and signals of an individual who may be at risk of harming oneself or others;~~

~~b. the importance of taking threats seriously and seeking help; and~~

~~c. the steps to report dangerous, violent, threatening, harmful, or potentially harmful activity.~~

~~3. A school district or charter school must ensure that students have the opportunity to contribute to their school's safety and violence prevention planning, aligned with the recommendations for multihazard planning for schools, including but not limited to:~~

~~a. student opportunities for leadership related to prevention and safety;~~

~~b. encouragement and support to students in establishing clubs and programs focused on safety; and~~

~~c. providing students with the opportunity to seek help from adults and to learn about prevention connected to topics including bullying, sexual harassment, sexual assault, and suicide.~~

~~H. Board Meeting~~

~~At a regularly scheduled school board meeting, a school board of a district that has conducted an active shooter drill must consider the following:~~

~~1. the effect of active shooter drills on the safety of students and staff; and~~

~~2. the effect of active shooter drills on the mental health and wellness of students and staff.~~

~~I V~~IV. SAMPLE PROCEDURES

The District's emergency procedures will be kept on file with the superintendent's office and in our building offices on file in the building specific emergency procedure binder.

The following are a list of hazards/emergency procedures that are addressed in the District's emergency procedure binder:

1. Building Security
2. Evacuation/Relocation
3. Student Release/Reunification
4. Lockdown/Secure
5. Media Inquiries
6. Post-Crisis Intervention
7. Sexual Assault
8. Bomb Threat
9. Bus Accidents
10. Child Abuse/Abandonment
11. Fights/Disturbances/Demonstrations
12. Fire
13. Medical Emergency
14. Severe Weather
15. Suicide Threat or Attempt
16. Utility Emergencies
17. Weapons
18. Disease Outbreak

~~SAMPLE PROCEDURES INCLUDED IN THIS POLICY~~

~~Sample procedures for the various hazards/emergencies listed below are attached to this Policy for use when drafting specific crisis management plans. Additional sample procedures may be found in the Response section of the *Comprehensive School Safety Guide* (2011 Edition). After approval by the school board, an adopted procedure will become an addendum to the Crisis Management Policy.~~

~~A. Fire~~

~~B. Hazardous Materials~~

~~C. Severe Weather: Tornado/Severe Thunderstorm/Flooding~~

~~D. Medical Emergency~~

~~E. Fight/Disturbance~~

~~F. Assault~~

~~G. Intruder~~

~~H. Weapons~~

~~I. Shooting~~

~~J. Hostage~~

~~K. Bomb Threat~~

~~L. Chemical or Biological Threat~~

~~M. Checklist for Telephone Threats~~

~~N. Demonstration~~

~~O. Suicide~~

~~P. Lock-down Procedures~~

~~Q. Shelter-In-Place Procedures~~

~~R. Evacuation/Relocation~~

~~S. Media Procedures~~

~~T. Post-Crisis Procedures~~

~~U. School Emergency Response Team~~

~~V. Emergency Phone Numbers~~

~~W. Highly Contagious Serious Illness or Pandemic Flu~~

V. SCHOOL SAFETY DRILLS

To increase emergency preparedness each year, the school district will conduct at least five Lockdown drills, five school fire drills (Evacuation), and one Tornado drill (Shelter) at each school consistent with Minnesota Statutes 121A.35. Records of the date and time of each drill shall be maintained by an administrator at each site.

VI. MISCELLANEOUS PROCEDURES

A. Chemical Accidents

Procedures for reporting chemical accidents shall be posted at key locations such as chemistry labs, art rooms, swimming pool areas, and janitorial closets.

~~*[Note: School buildings must maintain Material Safety Data Sheets (M.S.D.S.) for all chemicals on campus. State law, federal law, and OSHA require that pertinent staff have access to M.S.D.S. in the event of a chemical accident.]*~~

B. Visitors

The school district shall implement procedures mandating visitor sign in and visitors in school buildings. See MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites).

The school district shall implement procedures to minimize outside entry into school buildings except at designated check-in points and assure that all doors are locked prior to and after regular building hours.

C. ~~Student Victims of Criminal Offenses at or on School Property~~

~~The school district shall establish procedures allowing student victims of criminal offenses on school property the opportunity to transfer to another school within the school district.~~

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D. ~~Radiological Emergencies at Nuclear Generating Plants~~ ~~[OPTIONAL]~~

~~School districts within a 10-mile radius of the Monticello or Prairie Island nuclear power plants will implement crisis plans in the event of an accident or incident at the power plant.~~

~~Questions relative to the creation or implementation of such plans will be directed to the Minnesota Department of Public Safety.~~

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Legal References: Minn. Stat. Ch. 12 (Emergency Management)
Minn. Stat. Ch. 12A (Natural Disaster; State Assistance)
Minn. Stat. § 121A.035 (Crisis Management Policy)
Minn. Stat.§ 121A.037 (School Safety Drills)
Minn. Stat. § 121A.038 (Students Safe at School)
Minn. Stat. § 121A.06 (Reports of Dangerous Weapon Incidents in School Zones)
Minn. Stat. § 299F.30 (Fire Drill in School; Doors and Exits)
Minn. Stat. § 326B.02, Subd. 6 (Powers)
Minn. Stat. § 326B.106 (General Powers of Commissioner of Labor and Industry)
Minn. Stat. § 609.605, Subd. 4 (Trespasses)
Minn. Rules Ch. 7511 (Fire Code)
20 U.S.C. § 1681, *et seq.* (Title IX)
20 U.S.C. § 6301, *et seq.* (Every Student Succeeds Act)

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20 U.S.C. § 7912 (Unsafe School Choice Option)
42 U.S.C. § 5121 *et seq.* (Disaster Relief and Emergency Assistance)

Cross References: MSBA/MASA Model Policy 407 (Employee Right to Know – Exposure to Hazardous Substances)
MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 501 (School Weapons Policy)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 532 (Use of Peace Officers and Crisis Teams to Remove Students with IEPs from School Grounds)
MSBA/MASA Model Policy 903 (Visitors to School District Buildings and Sites
Comprehensive School Safety Guide
Minnesota School Safety Center - Resources (mn.gov)
I Love U Guys Foundation Standard Response Protocol: https://iloveuguys.org/The-Standard-Response-Protocol.html

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St. Anthony New Brighton
INDEPENDENT SCHOOL DISTRICT 282

Proposed School Board Meeting Dates: 2025-2026

July **X**, 2025 - Regular Meeting/Work Session
August 5, 2025 - Regular Meeting
August 19, 2025 - Work Session
September 2, 2025 - Regular Meeting
September 16, 2025 - Work Session
September 30, 2025 - Joint City Council Meeting/Professional Development
October 7, 2025 - Regular Meeting
October 21, 2025 - Work Session
November **X**, 2025 [General Election is Nov. 4th] - Regular Meeting

<u>Alternative options include:</u>
Tuesday, October 28th
Monday, November 3rd
Wednesday, November 5th (but 916 meets that day)
Tuesday, November 11th is Veterans Day and no meetings are allowed

November 18, 2025 - Work Session
December 2, 2025 - Regular Meeting
December 16, 2025 - Work Session
January 6, 2026 - Regular Meeting
January 20, 2026 - Work Session
February **X**, 2026 - [Precinct Caucus Day is Feb. 3rd] Regular Meeting

<u>Alternative options include:</u>
Tuesday, January 27th
Monday, February 2nd
Wednesday, February 3rd (but 916 meets that day)
Tuesday, February 10th

February 17, 2026 - Work Session
March 3, 2026 - Regular Meeting
March 17, 2026 - Work Session
March 31, 2026 - Joint City Council Meeting/Professional Development
April 7, 2026 - Regular Meeting
April 21, 2026 - Work Session
May 5, 2026 - Regular Meeting
May 19, 2026 - Work Session
June 2, 2026 - Regular Meeting
June 16, 2026 - Work Session

St. Anthony New Brighton
INDEPENDENT SCHOOL DISTRICT 282

Memorandum

To: St. Anthony New Brighton School Board

From: Superintendent Corneille

Date: April 15, 2025

Subject: Recommended Support for Board Agenda Development

Objective: With the recent resignation of the Executive Assistant to the School Board and Superintendent, along with the desire to reduce the 2025-2026 general fund budget, district administration is seeking ways to ensure Board Meeting preparations (board packets, board agendas, etc...) can be streamlined and created by district administration and a school board member.

Context: In the state of Minnesota it is legal for school board members to be employees of the school district in which they serve. Limitations in statute (MN Statutes 123B.195 [1] and MN Statutes 123B.09) exist with this relationship. Here are the stated limitations:

Limited Employment:
While a school board member can be employed by the district, there are restrictions on the amount they can earn.

$20,000 Limit:
The earnings expectation at the beginning of the fiscal year or when the contract is entered into or extended cannot exceed $20,000.

Other Provisions:
There are also other limitations, such as not being able to receive compensation or benefits based on incentives from certain insurance sources, as per MN Statutes 123B.09 [2].

Required Process: For a school board member to be employed by the school district in which they serve the following process must be completed:

Majority Approval:
A majority vote of the board is required for the initial employment or continuation of employment.

Proposal to the School Board: District administration is seeking to hire Board Member Laura Oksnevad to support in the creation of Board Packet Materials and Agendas. The hiring of Director Oksnevad will be limited and tight in scope. Only the following duties will be expected:

1. Organizes, assembles, distributes and prepares School Board agenda with supporting documentation to School Board members, administrators and the public.
2. Supervises preparation of School Board meeting site.
3. Leads and ensures all audio/visual along with Zoom requirements are set up for all School Board meetings.
4. Prepares official minutes, arranges for publication of approved minutes as required by law, and follows up on School Board decisions.
5. Communicates School Board decisions/policy changes to appropriate staff.
6. Researches and responds to questions or requests by School Board members, staff, or community members.
7. Provides advice regarding parliamentary procedures to the Board Chair and/or Vice Chairperson.
8. Prepares data for public dissemination of information.
9. Develops and posts/publishes a calendar or schedule of events.
10. Provides historical information related to school board agendas, official activities, and decisions to the School Board and Superintendent

Compensation: District administration would propose the following compensation structure from hire date to June 30, 2025:

- Director Oksnevad would be provided a bank of 200 hours to access from now until June 30, 2025, to meet the job requirements.
- Director Oksnevad would be compensated per hour used at a rate of $45/hour
- Director Oksnevad will be required to keep a spreadsheet of hours worked and those hours will be reviewed monthly by both the superintendent and executive director of academics prior to payment.

Timeline:

- Superintendent Corneille and Executive Director Fagerland will present the proposal to the entire school board at the April 15th School Board Work Session for consideration and feedback.
- School Board would take action at the May 6th School Board Regular Meeting - via school board vote - to determine if Director Oksnevad would be hired to support the creation and management of School Board Packets and Agendas.
- If the school board receives Majority Approval - Director Oksnevad will be hired.