SUPERINTENDENT'S REPORT AND AGENDA

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

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

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

Monday, January 5, 2026
7 p.m. School Board Meeting

I. CALL TO ORDER OF THE BOARD ORGANIZATIONAL MEETING

A. Chair Carter to Call the Organizational Meeting to Order

B. Administer Oath of Office to Newly Elected Board Members: Callmie Dennis and Hayley Tompkins

All three board members who were elected/re-elected have signed and completed their oaths of office. As new board members, Callmie Dennis and Hayley Tompkins will publicly take their oaths of office:

"I swear/affirm that I will support the Constitution of the United States and of this state, and that I will discharge faithfully the duties of the office of school board member of Independent School District Number 280 to the best of my judgment and ability."

C. Election of Chair

D. Election of Vice Chair

E. Election of Clerk

F. Election of Treasurer

II. REVIEW AND APPROVAL OF THE AGENDA

III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

A. Superintendent Update (pages 10-74)

1. Richfield STEM Elementary School Presentation (pages 11-19)
2. Where We Are in Enrollment Report (pages 20-66)
3. Prekindergarten Programming for 2026-2027 Presentation (pages 67-74)

IV. CONSENT AGENDA

A. Routine Matters (pages 75-91)

1. Minutes of the Regular Meeting held December 15, 2025 (pages 76-83)
2. General Disbursements as of 12/29/25 in the Amount of $1,413,605.20 (pages 84-90)
3. Year-to-Date Finance Update (pages 91)

B. Personnel Items (pages 92-93)

V. OLD BUSINESS

A. Policy 407: Leaves of Absence (pages 94-98)

B. RPS Legislative Platform 2026 (pages 99-108)

VI. NEW BUSINESS

A. Review 2025 Represent a School Assignments (pages 109-111)

B. Review 2025 Board Liaison Assignments (pages 112-113)

C. Set Honorarium for Board Members, Board Officers, and Student Board Representatives (page 114)

D. Preschool Fees (pages 115-118)

E. Policy 709: Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System & Administrative Guideline 709.1 (pages 119-125)

F. Policy 581: Protection and Privacy of Pupil Records & Administrative Guidelines 581.1 & 581.2 (pages 126-191)

G. Donations (page 192)

VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Suggested/Future Agenda Items

D. Future Meeting Dates

*Tuesday,	1-20-2026	7 p.m.	Regular Board Meeting – Public Comment
	2-2-2026	6 p.m.	Board Study Session with Legislators

2-2-2026 7 p.m. Regular Board Meeting

VIII. ADJOURN REGULAR MEETING

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

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

Subject: Ongoing Data Reference List

Acronyms:

This list will be added to for each board meeting whenever acronyms are presented in following items of the board packet.

ABE:	Adult Basic Education
AC:	All Conference
ACCESS:	Assessing Comprehension & Communication in English State-to-State
ACHM:	All Conference Honorable Mention
ADA:	Americans with Disabilities Act
ADM:	Average Daily Membership
A.I.:	American Indian
A.I.:	Artificial Intelligence
A&I:	Achievement & Integration
ALC:	Area Learning Center
AMSD:	Association of Metropolitan School Districts
AP:	Advanced Placement
AP:	Assistant Principal
APBP:	Association of Pedestrian and Bicycle Professionals
BGC:	Background Check
BGC:	Boys & Girls Club
BIPOC:	Black, Indigenous, and People of Color
BILT or ILT:	(Building) Instructional Leadership Team
BLT:	Beacons Leadership Team
BOLT:	Building Operational Leadership Team
BPH:	Bloomington Public Health
C&A:	Connect & Assess
CACR:	Comprehensive Achievement and Civic Readiness (previously World's Best Workforce)
CAREI:	Center for Applied Research & Educational Improvement
CASEL:	Collaborative for Academic, Social, and Emotional Learning
CBM:	Curriculum Based Measurement

CCR:	Career & College Readiness
CDC:	Centers for Disease Control
CE:	Community Education
CIS:	College in the Schools
CPR & AED:	Cardiopulmonary Resuscitation & Automated External Defibrillator
DA:	Dream Act
D.O.:	District Office
DSLN:	District Summer Learning Network
EAP:	Employee Assistance Program
ECFE:	Early Childhood Family Education
ECSE:	Early Childhood Special Education
ELA:	English Language Arts
EL or ELL:	English Learner or English Language Learner
ESSA:	Every Student Succeeds Act
ESST:	Earned Sick and Safe Time
ESL:	English as a Second Language
ESY:	Extended School Year
FAFSA:	Free Application for Federal Student Aid
FFVP:	Fresh Fruit and Vegetable Program
F/R or FRP:	Free/Reduced or Free and Reduced Price (usually referring to eligible students)
FTE:	Full-Time Equivalent
FY:	Fiscal Year
GASB:	Governmental Accounting Standards Board
GLOW:	Gay, Lesbian or Whatever (LGBTQ+/allies student group)
GPA:	Grade Point Average
HHM:	Homeless/Highly Mobile
HR:	Human Resources
HSSC:	Hennepin South Services Collaborative
HVAC:	Heating, Ventilation, & Air Conditioning
IEP:	Individualized Education Plan
IHP:	Individual Healthcare Plan
IPAC:	Indigenous Parent/Guardian Advisory Committee
IT:	Instructional Technology
LAN:	Local Area Network
LETRS:	Language Essentials for Teachers of Reading and Spelling
LGBTQ+ or LGBTQIA+:	Lesbian, Gay, Bisexual, Transgender, Queer, and others or Lesbian, Gay, Bisexual, Transgender, Queer, Intersex, Asexual, and others
LOR:	Local Optional Revenue
LTD:	Long Term Disability
LTFM:	Long-Term Facilities Maintenance
MASA:	Minnesota Association of School Administrators
MASMS:	Minnesota Educational Facilities Management Professionals Association

MCA:	Minnesota Comprehensive Assessments
MDE:	Minnesota Department of Education
MDH:	Minnesota Department of Health
MIEA:	Minnesota Indian Education Association
MIRA:	Módulo de información recursos y apoyo (CE partner)
MLL:	Multilingual Learning
MnDOT:	Minnesota Department of Transportation
MNEEP:	Minnesota Education Equity Partnership
MOA:	Memorandum of Agreement
MSBA:	Minnesota School Boards' Association
MSHSL:	Minnesota State High School League
MTSS:	Multi-Tiered Systems of Support
MVP:	Most Valuable Player
NA/I:	Native American/Indigenous
NCTM:	National Council of Teachers of Mathematics
NSBA:	National School Boards' Association
NSPRA:	National School Public Relations Association
NWEA-MAP	Northwest Evaluation Association-Measures of Academic Progress
OPEB:	Other Post-Employment Benefits
OSHA:	Occupational Safety and Health Administration
OW:	Outreach Worker
PAG:	Parent Advisory Group
PD:	Professional Development
PICA:	Parents in Community Action (Head Start organization)
PLC:	Professional Learning Community
PSEO:	Postsecondary Enrollment Options
PTO or PTSO:	Parent-Teacher Organization or Parent-Teacher-Student Organization
POS:	Point of Sale
POY:	Player of the Year
Q Comp:	Alternative Teacher Professional Pay System
RCEP:	Richfield College Experience Program
RDLS:	Richfield Dual Language School
READY:	Residents Encouraging Asset Development in Youth
RFP:	Request for Proposal
RHRC:	Richfield Health Resource Center
RHS:	Richfield High School
RLFA:	Richfield Latino Family Association
RMS:	Richfield Middle School
ROAR:	Rapid Online Assessment of Reading
RPS:	Richfield Public Schools
SAEBRS:	Social, Academic, and Emotional Behavior Risk Screener
SBG:	Standards-Based Grading
SEC:	South Education Center
SEIU:	Service Employees International Union

SEL:	Social-Emotional Learning
SLA:	Spanish Language Arts
SPED:	Special Education
SRTS:	Safe Routes to School
STAR:	Standardized Test for Assessment of Reading
STAT:	Student and Teacher Assistance Team
STEM:	Science, Technology, Engineering, and Math
SWBE:	Schoolwide Behavior Expectations
SY:	School Year
T&L:	Teaching & Learning
TMC:	Tri-Metro Conference
T Plus or T+	Transition Plus
TS GOLD:	Teaching Strategies GOLD® Assessment
UFARS:	Uniform Financial Accounting and Reporting Standards
VEBA:	Voluntary Employees' Beneficiary Association
VPK:	Voluntary Prekindergarten
WIDA:	World-Class Instructional Design & Assessment
WIN:	What I Need
YTD:	Year-to-Date

RPS Student and Staff Demographic Data:

2024-2025 Student Data

4,117 Students Districtwide

- 3,963 Traditional Count
    - 1,739 Elementary (K-5) Average Class Size = 24.15
    - 813 Middle (6-8) Average Class Size = 24.19
    - 1,272 High (9-12) Average Class Size = 26.02
    - 115 Prekindergarten (16 ECSE VPK)
    - 24 Transition+
- 154 Voluntary Prekindergarten (VPK)

Student Diversity (based on state/federal categories*)

- BIPOC: 70.73%
    - American Indian or Alaska Native: 1.02%
    - Asian: 3.3%
    - Hispanic: 44.74%
    - Black or African American: 14.04%
    - Native Hawaiian or Other Pacific Islander: 0.07%
    - 2 or More Races: 7.55%
- White: 29.27%

*Understanding state/federal student race categories: The federal data collection of race/ethnic data requires a two-part question. The first part asks if the student is

Hispanic/Latino. The federal government considers Hispanic/Latino to be an ethnicity. The second part requests at least one of the following be selected: American Indian, Asian, Black or African American, Native Hawaiian or Pacific Islander, or White. The federal government considers these groups to be races. If a family selects Hispanic/Latino, a student is reported as Hispanic/Latino to the federal level. For example, if a student is indicated as Hispanic/Latino and White, they would be reported as Hispanic/Latino in the state and federal data. If a family selects more than one of the following: American Indian, Asian, Black or African American, Native Hawaiian/Pacific Islander, or White, the student is reported to the federal level as “two or more races.” For example, if a student is indicated as both American Indian or Alaska Native and White, they would be reported as “two or more races” in the state and federal data. If families do not fill out the race information, districts are required to decide the federal race/ethnicity questions based on the best information they have and to submit the information to MDE.

English Learners

- ELL: 24.17%
- Non-ELL: 75.83%

Free/Reduced Eligible

- Eligible: 53%
- Not Eligible: 47%

2025-2026 Staff Data

672 Total Staff Districtwide (629.398 FTE)

- 343 Teachers/Licensed Staff (Non-administrators)
- 121 Paraprofessionals
- 78 Facilities & Transportation
- 44 Administration & Classified Management
- 39 Nutrition Services
- 25 Administrative Support Professionals
- 11 Outreach Workers
- 11 Other

(Does not include casual, substitutes, or cocurricular assignments)

Staff Diversity (based on self-reported categories)

- BIPOC: 27.97%
    - Hispanic/Latino: 15.03%
    - Black/African American: 5.8%
    - Asian: 3.27%
    - Multiracial: 2.53%
    - American Indian/Alaskan: 1.34%
- White: 72.02%

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

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

Subject: Ongoing Board Calendar

Upcoming Events to Attend:

Thursday, January 8: R-STEM PreK & Kindergarten Open House, 5:30 p.m.
Thursday, January 15: RDLS PreK & Kindergarten Open House, 5:30 p.m.
Friday, January 16: RPS Fine Arts Festival, 6:30 p.m.
Tuesday, January 20: School Board Meeting, 7 p.m.
Wednesday, January 21: RMS & RHS Band Concert, 7 p.m.
Friday, January 23: RDLS Latin American Festival (at RHS)
Tuesday, January 27: Explore RHS, 5:30 p.m.
Thursday, January 29: Central Preschool Open House, 5 p.m.
Thursday, January 29: Centennial PreK & Kindergarten Open House, 5:30 p.m.

Upcoming Holidays, Heritage Months, and Appreciation Days:

January 19: MLK Day

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

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

Subject: Superintendent Update

R-STEM Principal Kelly Woods will present. Senior Executive Officer Holje will provide the annual Where We Are in Enrollment report. Director of Elementary Education Rachel Gens and Director of Community Education Amy Skare-Klecker will provide information about plans for prekindergarten programming for the 2026-2027 school year.

Attachments:
R-STEM Elementary School Presentation
Where We Are in Enrollment Report Presentation
Where We Are in Enrollment Report Documents
Prekindergarten Programming for 2026-2027 Presentation


Enriching and accelerating learning
RICHFIELD
PUBLIC SCHOOLS
R-STEM DREAMS Academy
Board Presentation
January 5, 2026
Enriqueciendo y acelerando el aprendizaje

Agenda

RICHFIELD PUBLIC SCHOOLS

- Welcome
- DREAMS Academy Priorities
- DREAMS Academy Classes at STEM
- Guest Student Speakers
- Questions

Richfield STEM DREAMS Academy - Priorities

RICHFIELD PUBLIC SCHOOLS

Our goal is to increase the course offerings and access to more students.

- We currently provide after school programming for students in grades 2 - 5 through our DREAM Academy Programming Mondays and Wednesdays from 2:00 - 4:00 p.m.
  - We offer 9 classes (3 with a STEM focus)
  - We serve 130 students

This is an increase from 8 course offerings last year and serving 108 students.

DREAMS Academy Classes

RICHFIELD PUBLIC SCHOOLS

- **STEM Aviation Club** - Students explore the exciting world of flight through hands-on project and experiments. From paper airplanes to model gliders, they'll discover the science of lift and drag, meet real pilots, and learn about aviation careers.
- **Wheels of Discovery: STEM in Motion -** In this dynamic STEM challenge class, 4th and 5th graders will embark on hands-on- projects to discover STEM concepts though engaging activities. The class is taught in partnership with the MN Cycling Center and includes exciting bike rides in Richfield and surrounding cities.



DREAMS Academy Classes

RICHFIELD PUBLIC SCHOOLS

- **Inside the Human Body -** In this engaging Body Systems class, students will explore how the human body works through hands-on activities and exciting experiments. Whether they are curious about the incredible way our body functions or interested in a future medical career, they will uncover how systems like the muscular and circulatory systems keep us moving, energized and alive.

- **Spanish Language Club** - Student will connect with other Spanish speakers while exploring culture, community, and shared interests. Through fun activities, discussions, and projects, they will celebrate their language, build friendships, and strengthen academic skills in a welcoming space where Spanish is the bridge that brings everyone together.

DREAMS Academy Classes

RICHFIELD PUBLIC SCHOOLS

- **STEM Youth Choir -** Students will work with Ms. Myles in a choir format to learn, practice, and perform songs outside of the current music curricula. Students will participate in music games, play instruments and sing together. Optional performance opportunities may occur and will be communicated to students and families.
- **Game on: Games for Growth -** Students will explore a variety of classic and modern games that challenge their critical thinking and problem-solving skills. Through strategic play and collaboration, they will enhance their logical reasoning, learn to make thoughtful decisions, and enjoy friendly competition.
- **Art & Literacy Exploration -** Art and Literacy Exploration blends creativity and storytelling. We will read engaging stories and express our interpretations through drawing, painting, and other fun art projects, building both artistic and literacy skills in a fun and engaging environment.

RICHFIELD PUBLIC SCHOOLS





Guest Student Speakers

RICHFIELD PUBLIC SCHOOLS

DREAMS Academy

RICHFIELD PUBLIC SCHOOLS

Questions?

Where We Are in Enrollment Report

CONTENTS

Page	
1-22	Powerpoint Presentation
23	Enrollment Count – October 1st, 2025 (By School & Grade)
24-25	Elementary Class Size – Grades K-5 (By School & Grade)
26-27	Middle School Class Size (By Subject Area)
28-30	Senior High Class Size (By Subject Area)
31-32A	Gender & Ethnicity Enrollment (By School & Grade)
33-34	EL Enrollment (By School & Grade)
35	Compensatory Aid (By School)
36-37	Compensatory Aid (By School & Grade)
38	Open Enrollment Options (By District and Grade)
39	Open Enrollment Options Summary
40-41	Charter School Enrollment (By School and Grade)
42-43	Non-Public School Enrollment (By School and Grade)
44	Retain Richfield

Enriching and accelerating learning

RICHFIELD
PUBLIC SCHOOLS

Where We Are

Enrollment and Class Size Report

Presented to the Richfield Board of Education

January 5th, 2026

Enriqueciendo y acelerando el aprendizaje

Multi-Year Analysis

RICHFIELD PUBLIC SCHOOLS

RICHFIELD PUBLIC SCHOOLS
ENROLLMENT COUNT - October 1st, 2025

GRADE	Central & SEC	RDLS	CENT	SHER	STEM	RMS	RHS	RCEP	2025 1-Oct ACTUAL	2025 1-Oct PROJ	RDLS	CENT	SHER	STEM	RCEP RMS RHS	change		2024 1-Oct ACT	2025 1-Oct ACT	Variance
ECSE	103								103	105						-2	ECSE	115	103	-12
SEC	31								31	25						6	SEC	24	31	7
Voluntary PreK (VPK)	83	36	0	0	32				151	156						-5	VPK	154	151	-3
K		85	50	65	86				286	262	10	6	7	1			K	283	286	3
1		76	43	64	87				270	269	-1	-2	4	0			1	309	270	-39
2		94	43	77	85				299	313	-5	-5	1	-5		11	2	296	299	3
3		72	46	70	98				286	302	-5	-5	4	-10			3	300	286	-14
4		90	47	59	92				288	298	-1	-5	3	-7			4	290	288	-2
5		67	39	78	94				278	285	-10	-1	5	-1		-33	5	261	278	17
6						239			239	240					-1		6	240	239	-1
7						230			230	241					-11		7	296	230	-66
8						279			279	292					-13	-25	8	277	279	2
9							291	0	291	309					-18		9	269	291	22
10							286	0	286	271					15		10	335	286	-49
11							314	16	330	350					-20		11	321	330	9
12							274	65	339	340					-1	-24	12	347	339	-8
Voluntary PreK (VPK)	83	36	0	0	32				151											
Actual w/o VPK	134	484	268	413	542	748	1165	81	3835									4117	3986	-131
Projection w/o VPK	130	496	280	389	564	773	1181	89	3902	4058	Includes VPK									
Difference w/o VPK	4	-12	-12	24	-22	-25	-16	-8												
Actual PreK-12	217	520	268	413	574	748	1165	81	3986											

	CURR.	DIFF		CURR.	DIFF		CURR.	DIFF
Prekindergarten	254	-7	Elem K-5	1707	-22	Trans+	31	6
Kindergarten	286	24	M.S 6-8	748	-25	Kinder	286	24
Grades 1-2	569	-13	S.H 9-12	1246	-24	Grds 1-6	1660	-47
Grades 3-5	852	-33	K-12 Total	3701	-71	Grds 7-12	1755	-48

PreK-12 Projection 10/1/25	4058
PreK-12 Actual 10/1/25	3986
Projection Variance	-72
Last Year Enrollment 10/1/2024	4117
Change From Last Year	-131

The enrollment counts include an average of the PSEO students attending colleges other than Normandale.

The 17 students who are VPK and ECSE now count towards our VPK allocation and are included in the VPK count this year. Previously they were included in the ECSE count.

Online Full Time: 1-5th grader, 2-8th graders, 2-9th graders, 1-10th grader, 1-11th grader. They are included in the above count.

District Overview

RICHFIELD PUBLIC SCHOOLS

3,986 Students Districtwide

- 3,835 Traditional Count
  - 1,707 Elementary (K-5)
  - 748 Middle (6-8)
  - 1,246 High (9-12)
  - 103 Prekindergarten (16 ECSE VPK)
  - 31 Transition +
- 151 Voluntary Pre-Kindergarten (VPK)

72 Students fewer than projection

131 Students fewer than 2024-25

2024-25 to 2025-26 Comparison

RICHFIELD PUBLIC SCHOOLS

Overall – Down 131 students

ECSE – Down 12 students

Elementary – Down 32 students

- Centennial – Down 21 students
- RDLS – Down 10 students
- RSTEM – Down 25 students
- Sheridan Hills – Up 24 students

PreK – VPK – Down 3 students

Richfield Middle School – Down 65 students

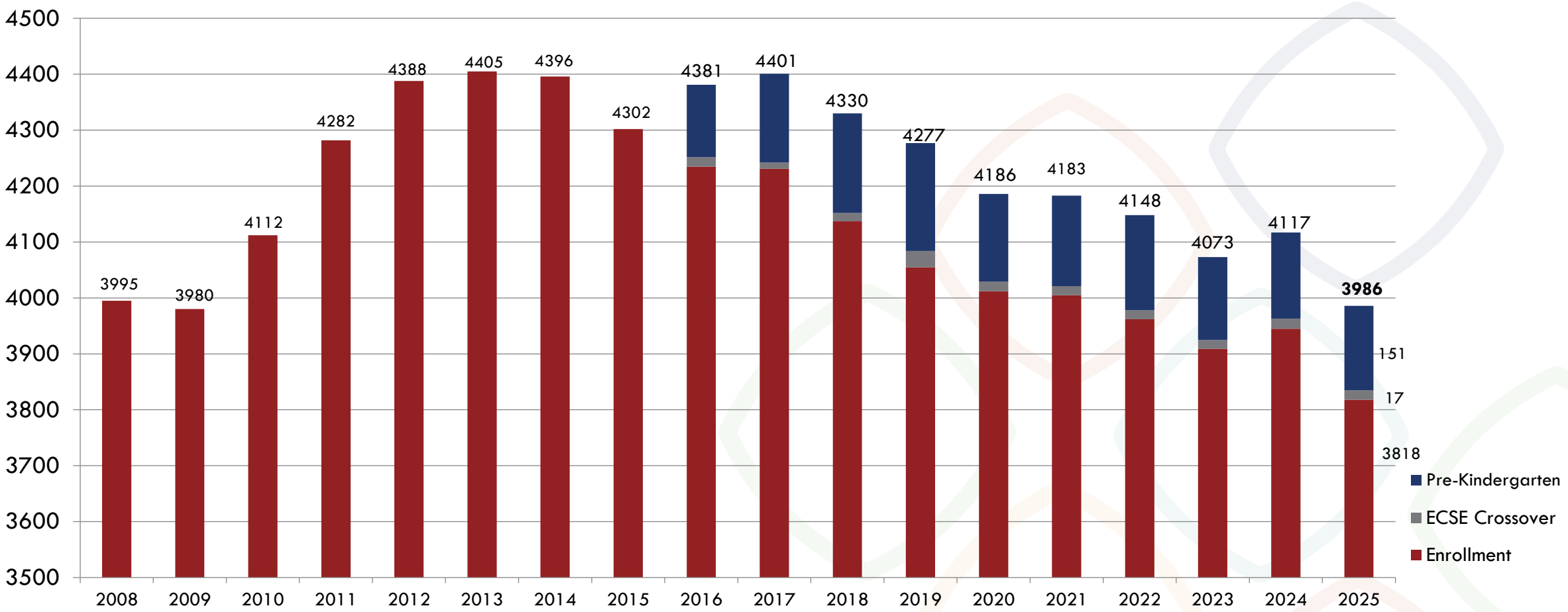
Richfield High School – Down 23 students

Richfield College Experience Program – Down 3 students

Transition+ - Up 7 students

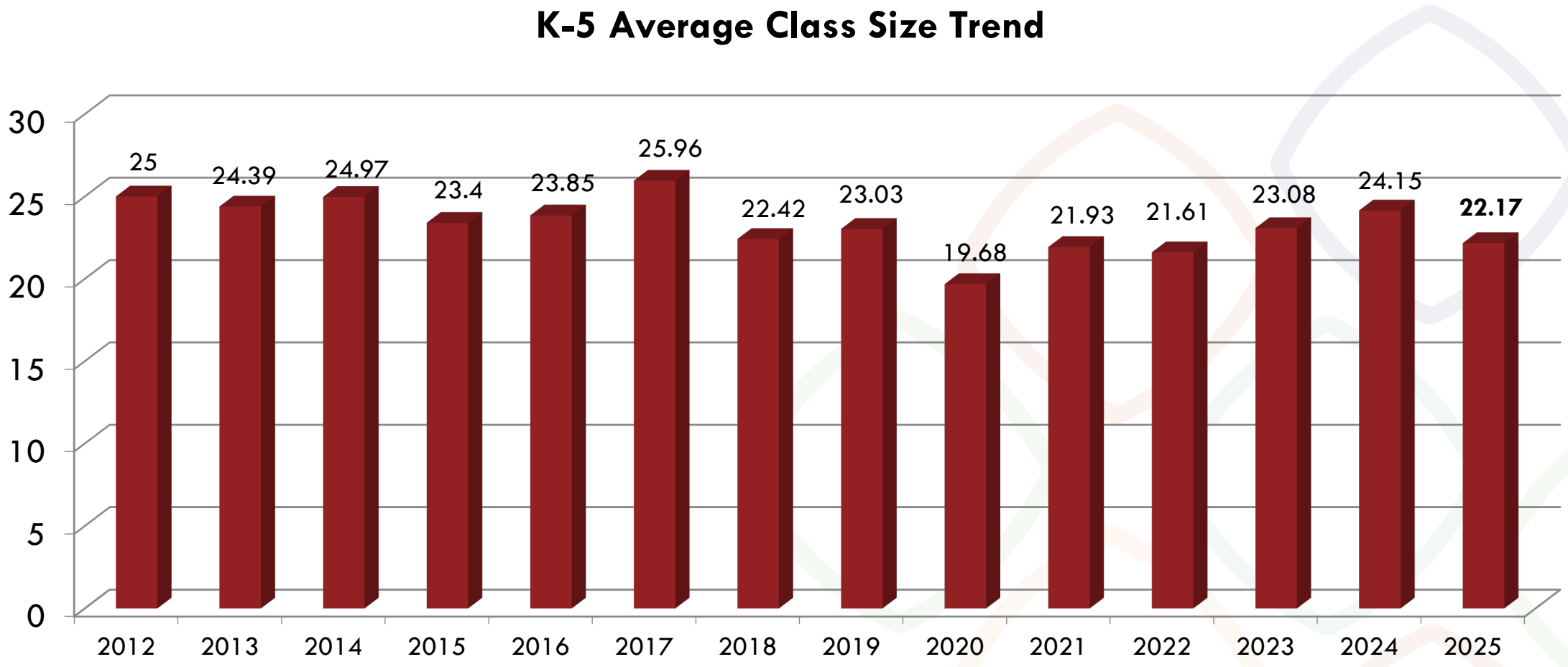
Multi-Year Analysis

RICHFIELD PUBLIC SCHOOLS



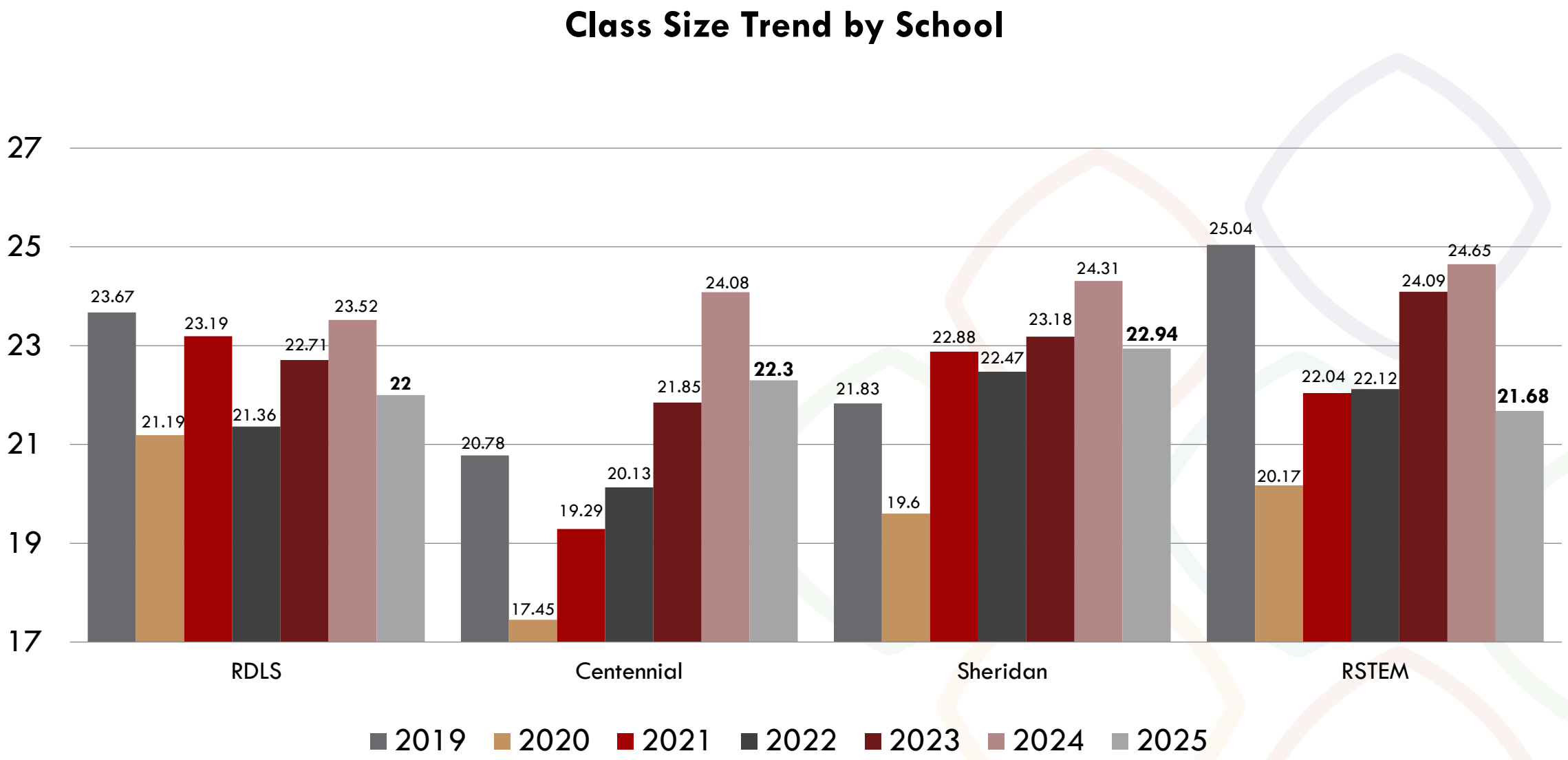
Elementary Class Size: K-5 Average Class Size Trend

RICHFIELD PUBLIC SCHOOLS



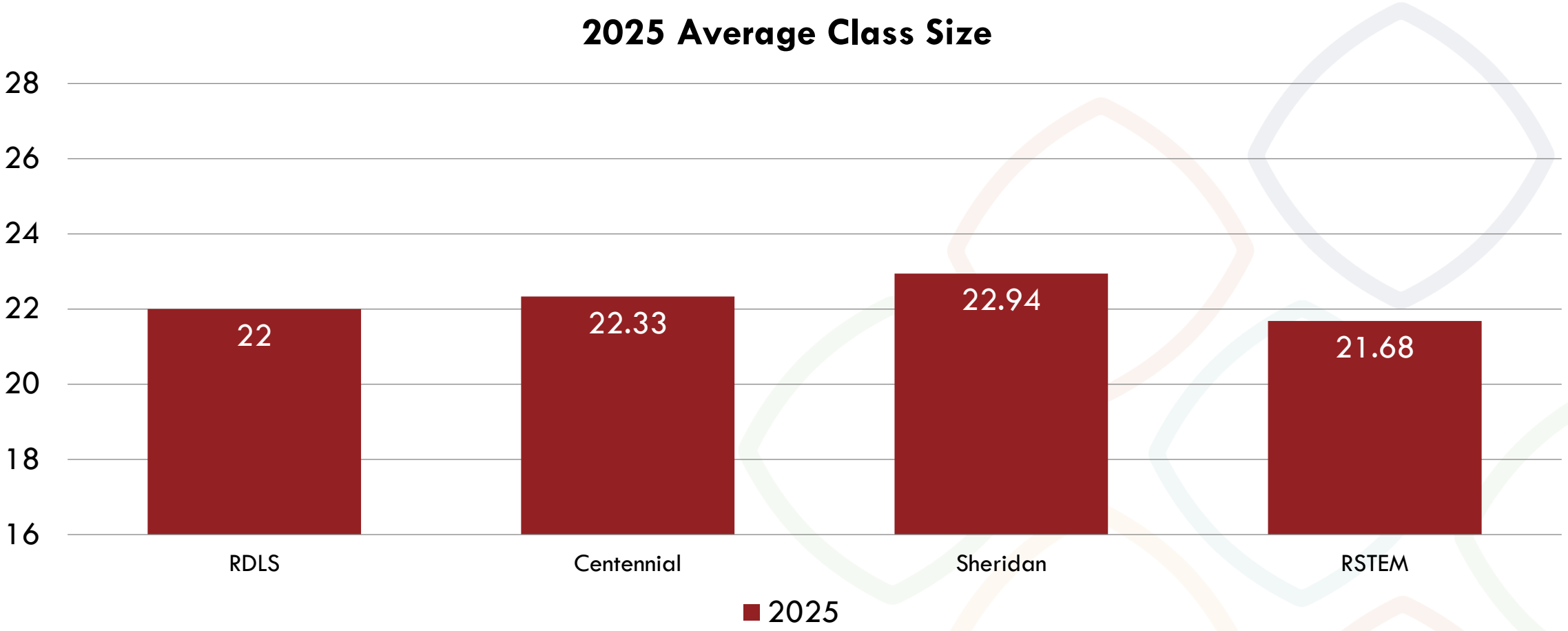
Elementary Class Size – Class Size Trend by School

RICHFIELD PUBLIC SCHOOLS



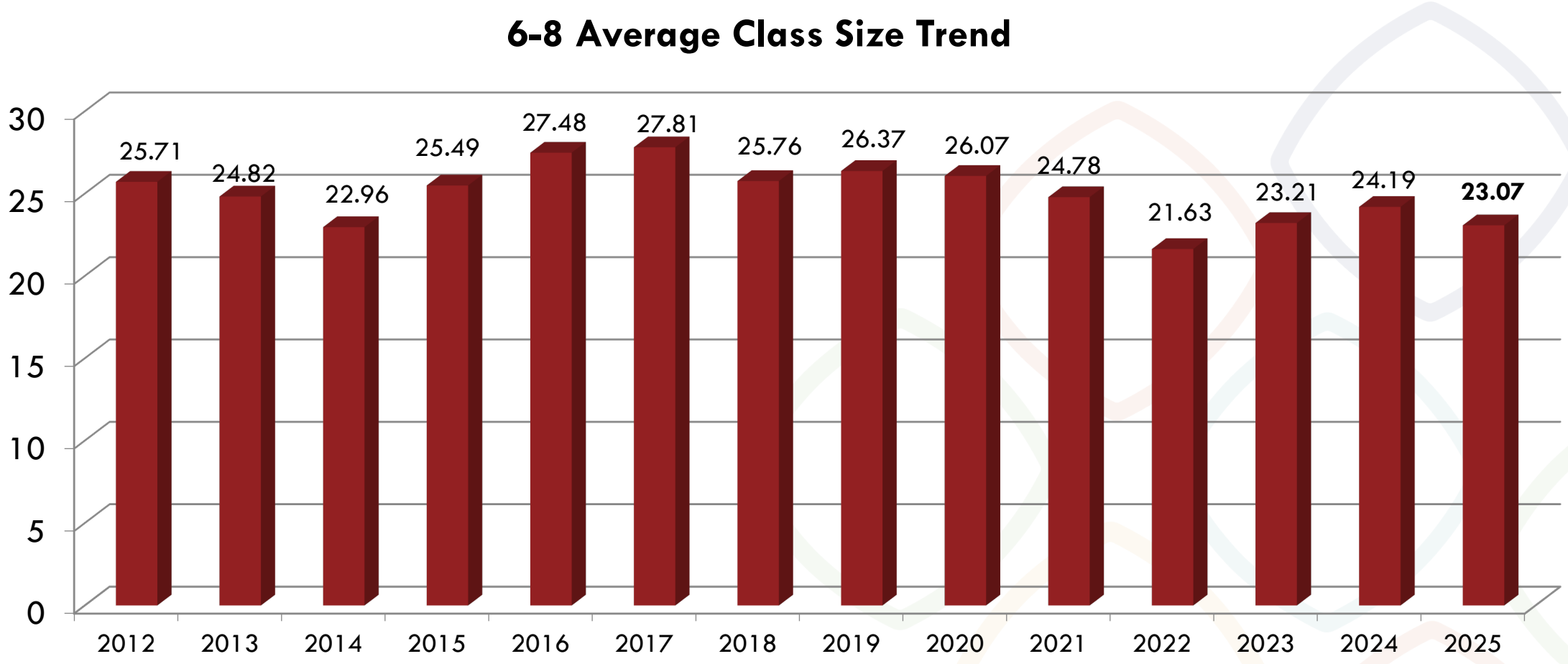
Elementary Class Size – 2025 Average Class Size

RICHFIELD PUBLIC SCHOOLS



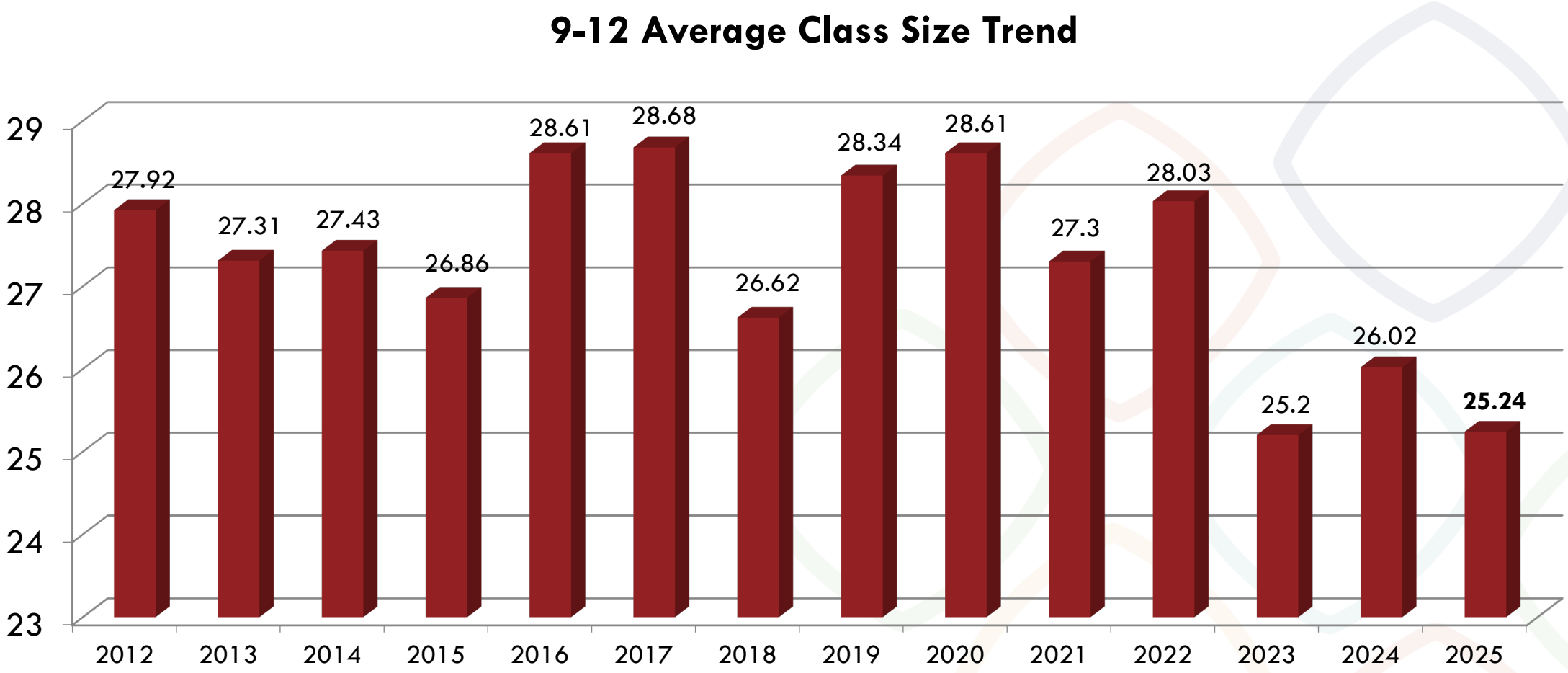
Middle School Class Size: 6-8 Average Class Size Trend

RICHFIELD PUBLIC SCHOOLS



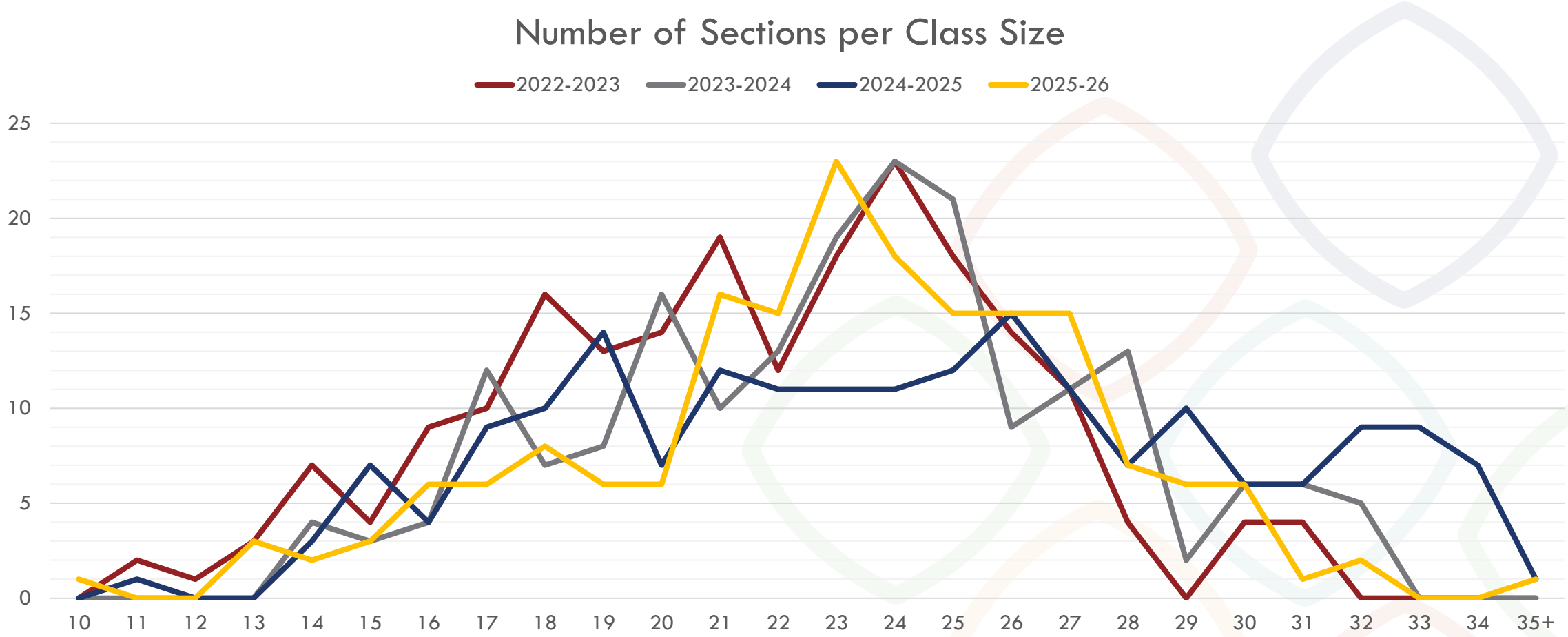
High School Class Size: 9-12 Average Class Size Trend

RICHFIELD PUBLIC SCHOOLS



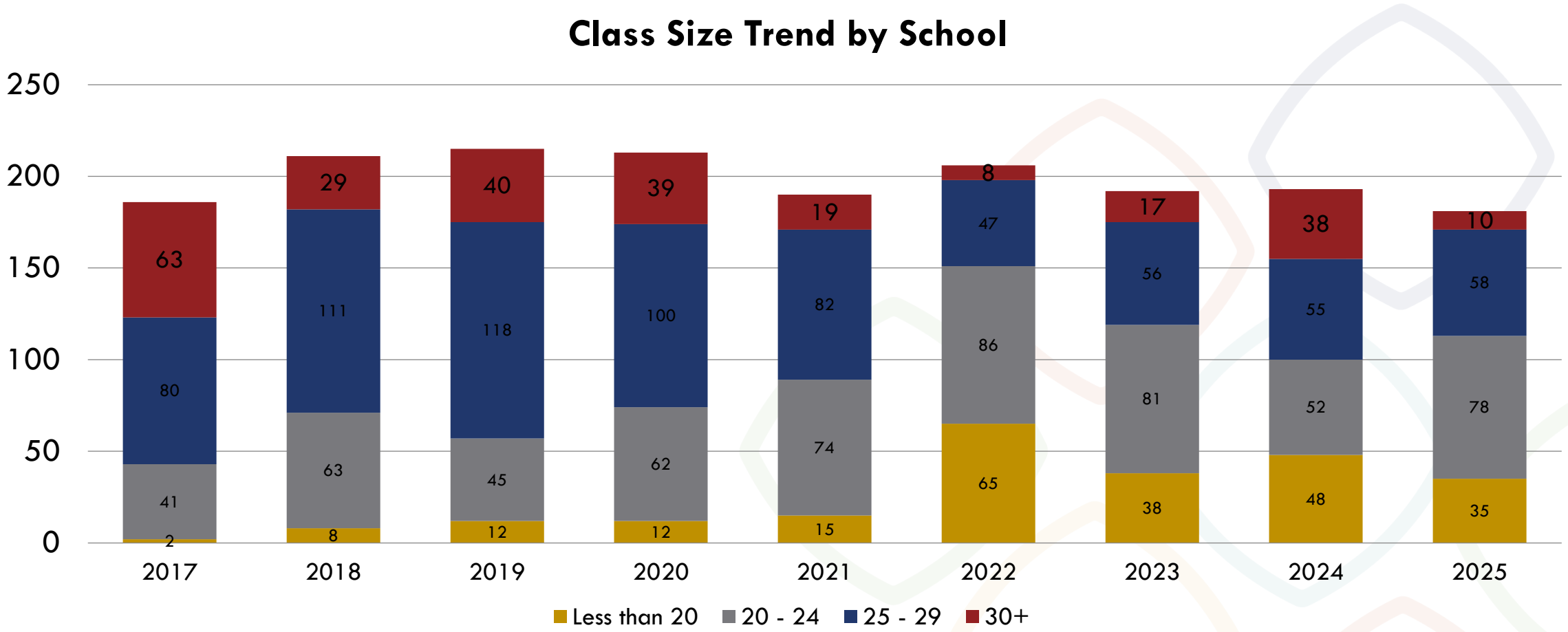
Middle School Class Size: Number of Sections per Class Size

RICHFIELD PUBLIC SCHOOLS



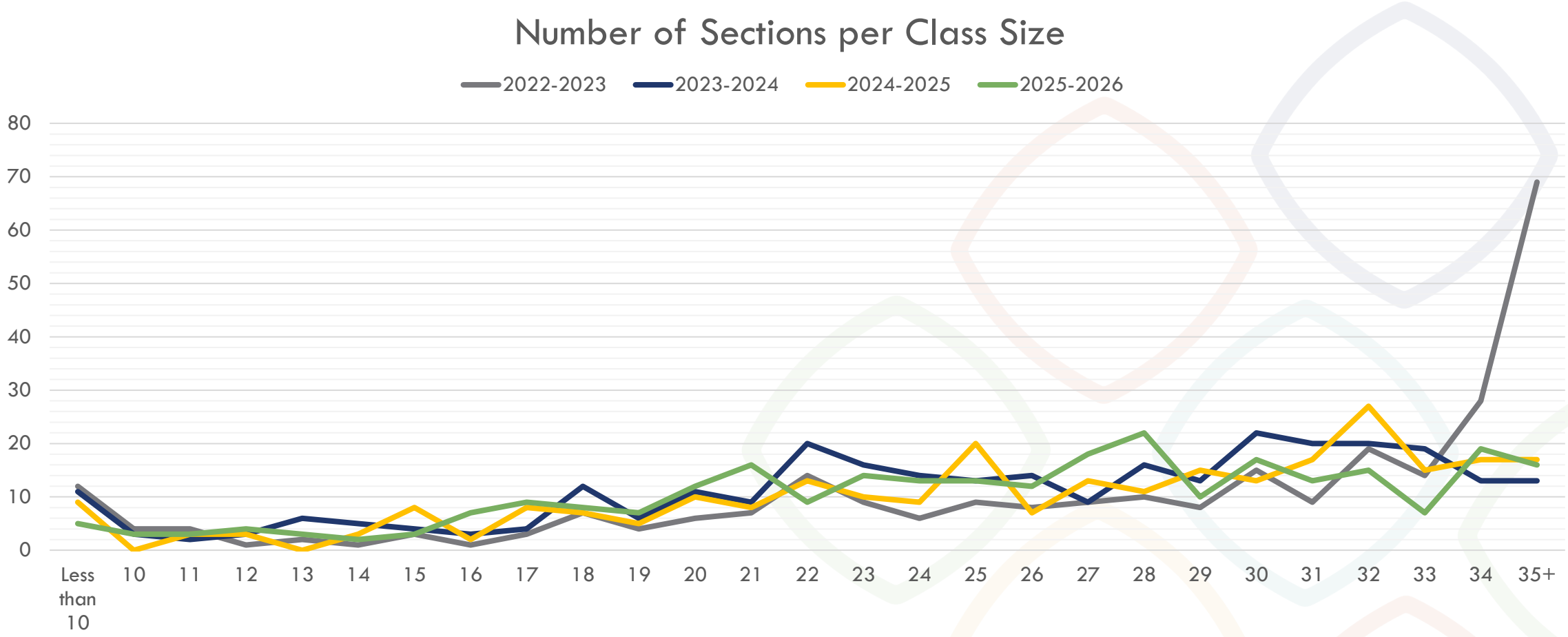
Middle School Class Size – Class Size Trend by School

RICHFIELD PUBLIC SCHOOLS



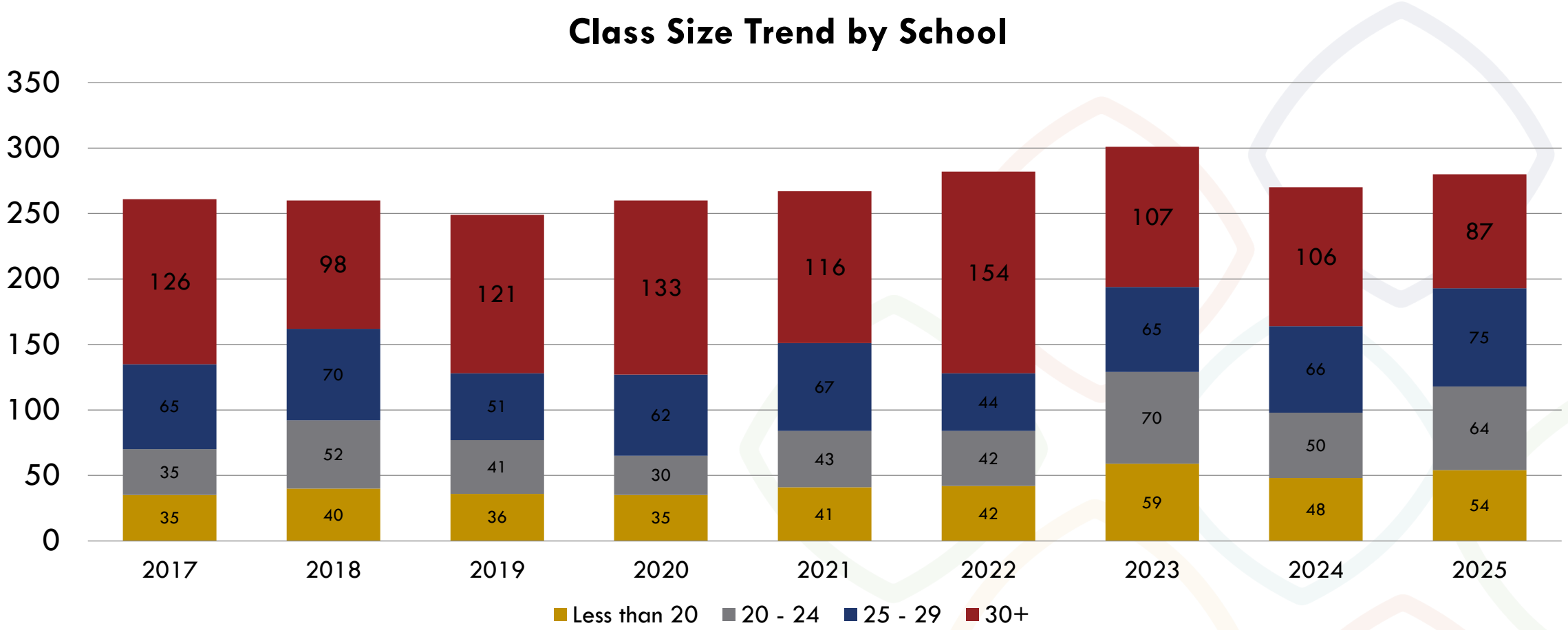
High School Class Size – Number of Sections per Class Size

RICHFIELD PUBLIC SCHOOLS



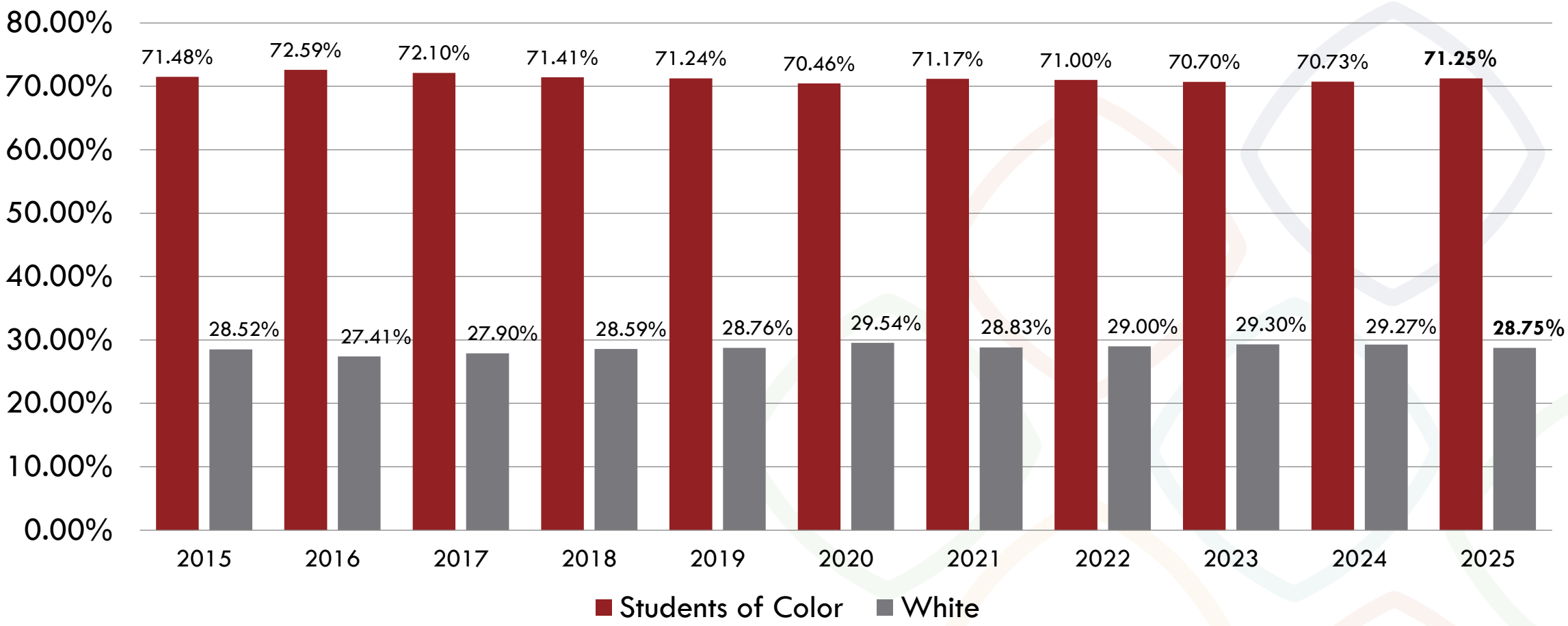
High School Class Size – Class Size Trend by School

RICHFIELD PUBLIC SCHOOLS



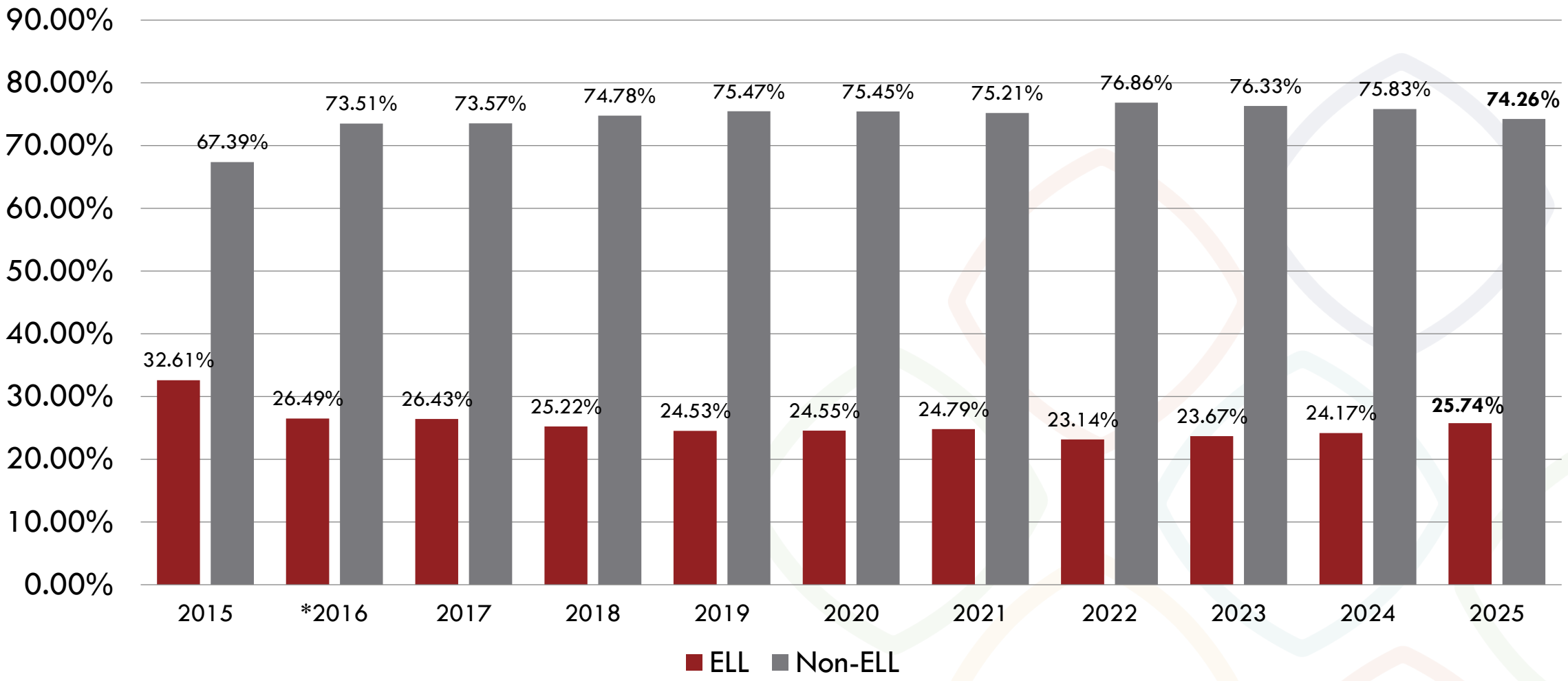
Student Diversity

RICHFIELD PUBLIC SCHOOLS



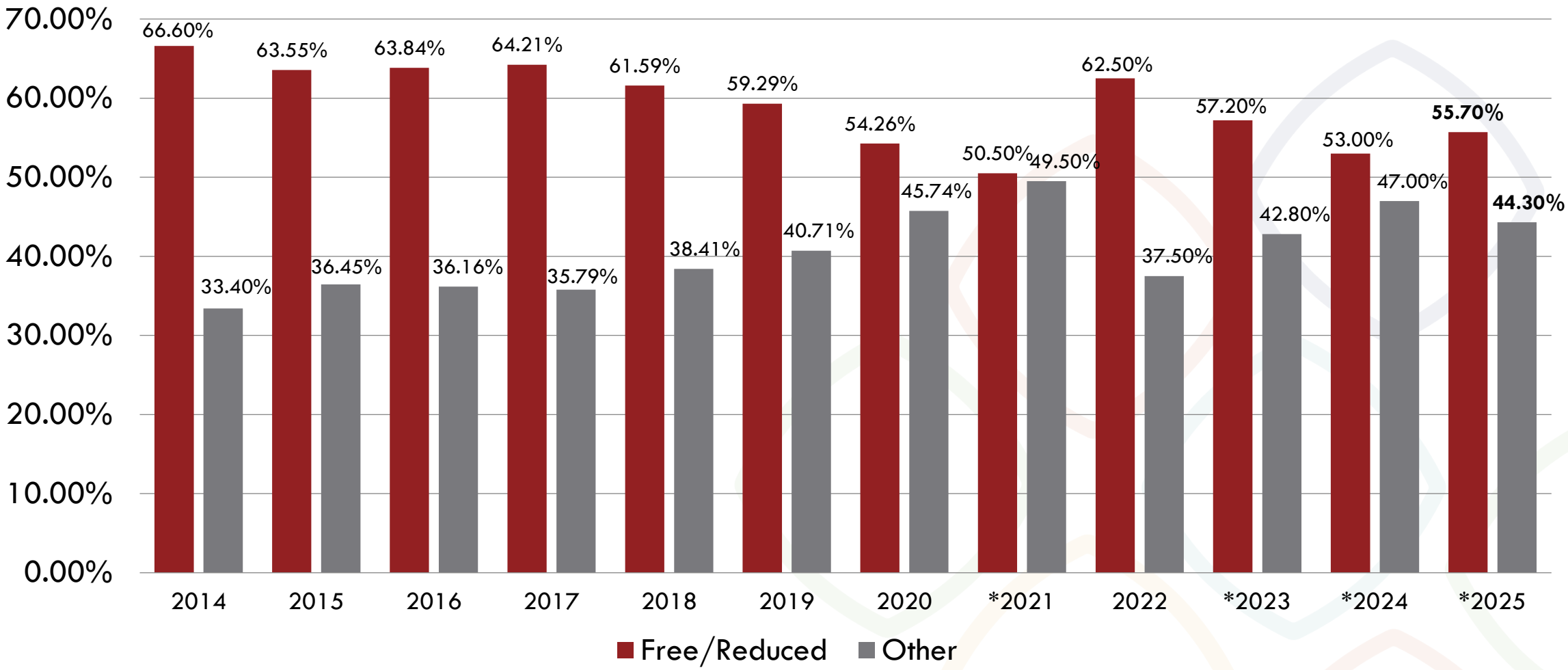
English Language Learner

RICHFIELD PUBLIC SCHOOLS



*Change in qualification criteria

Free/Reduced Enrollment



*Educational Benefits Form not required for free meals.

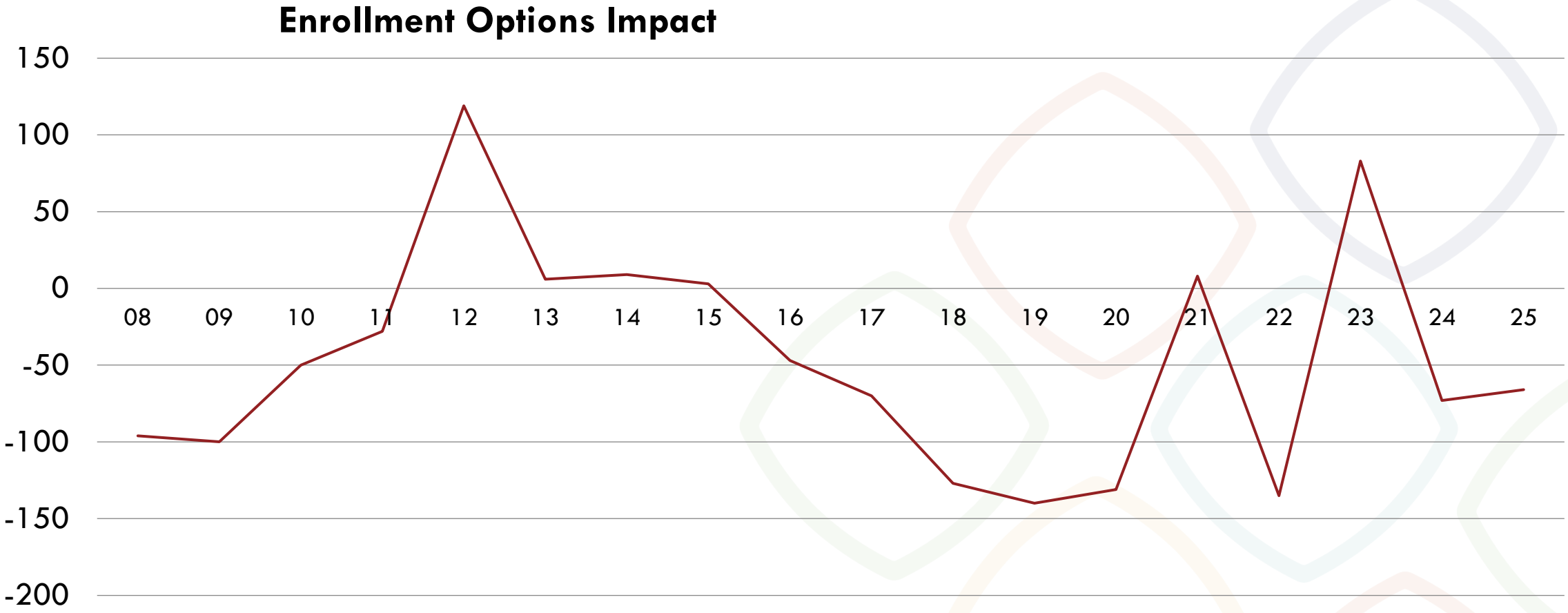
Enrollment Options

RICHFIELD PUBLIC SCHOOLS

Major Districts	24-25 In	24-25 Out	24-25 Net	25-26 In	25-26 Out	25-26 Net	Change
Bloomington	252	277	-25	227	234	-7	18
Burnsville	39	23	16	47	12	35	19
Edina	22	273	-251	22	290	-268	-17
Minneapolis	269	62	207	276	77	199	-8
Rosemount	29	19	10	23	16	7	-3
St. Paul	19	10	9	13	17	-4	-13
SEC	0	23	-23	0	22	-22	1
Overall* Includes additional districts not listed above	706	779	-73	696	762	-66	7

Enrollment Options Impact

RICHFIELD PUBLIC SCHOOLS



Non-Public and Charter

RICHFIELD PUBLIC SCHOOLS

Non-Public Schools

- 507 Total Students (increase of 68 since 24-25)
- Blessed Trinity (149), Homeschool (104), Holy Angels (65), Cristo Rey (30), Annunciation (25) are the largest.

Charter Schools

- 780 Total Students (decrease of 27 from 24-25)
- Seven Hills Prep (249), Partnership Academy (155), Hiawatha Academies (61), Eagle Ridge Academy (44), New Century School (35), Intl Spanish Academy (27) and MN Trans Charter (27) are the largest.

Retain Richfield

RICHFIELD PUBLIC SCHOOLS

School Year	2014-15	2015-16	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23	2023-24	2024-25	2025-26
Open Enrollment (out)	583	583	664	727	761	769	754	695	899	726	779	762
Charter + Non Public (out)	876	942	1,022	1,078	1,061	1,151	1,176	1,229	1,243	1,306	1,246	1,287
TOTAL Resident **OUT**	1,459	1,525	1,686	1,805	1,822	1,920	1,930	1,924	2,142	2,032	2,025	2,049
RPS Enrollment	4,396	4,302	4,381	4,401	4,330	4,277	4,186	4,183	4,148	4,073	4,117	3,986
Open Enrollment (in)	592	588	617	657	634	629	623	703	764	809	706	696
TOTAL Richfield Resident												
Students **IN** RPS	3,804	3,714	3,764	3,744	3,696	3,648	3,563	3,480	3,384	3,264	3,411	3,290
TOTAL Richfield												
Resident Students	5,263	5,239	5,450	5,549	5,518	5,568	5,493	5,404	5,526	5,296	5,436	5,339
"Market Share"	72.28%	70.89%	69.06%	67.47%	66.98%	65.52%	64.86%	64.40%	61.24%	61.63%	62.75%	61.62%

Questions

RICHFIELD PUBLIC SCHOOLS

RICHFIELD PUBLIC SCHOOLS

ENROLLMENT COUNT - October 1st, 2025

GRADE	Central & SEC	RDLS	CENT	SHER	STEM	RMS	RHS	RCEP	2025 1-Oct ACTUAL	2025 1-Oct PROJ	RDLS	CENT	SHER	STEM	RCEP RMS RHS	change		2024 1-Oct ACT	2025 1-Oct ACT	Variance
ECSE	103								**103**	**105**						-2	**ECSE**	115	103	-12
SEC	31								**31**	**25**						6	**SEC**	24	31	7
Voluntary PreK (VPK)	83	36	0	0	32				**151**	**156**						-5	**VPK**	154	151	-3
K		85	50	65	86				**286**	**262**	**10**	**6**	**7**	**1**			**K**	283	286	3
1		76	43	64	87				**270**	**269**	**-1**	**-2**	**4**	**0**			**1**	309	270	-39
2		94	43	77	85				**299**	**313**	**-5**	**-5**	**1**	**-5**		11	**2**	296	299	3
3		72	46	70	98				**286**	**302**	**-5**	**-5**	**4**	**-10**			**3**	300	286	-14
4		90	47	59	92				**288**	**298**	**-1**	**-5**	**3**	**-7**			**4**	290	288	-2
5		67	39	78	94				**278**	**285**	**-10**	**-1**	**5**	**-1**		-33	**5**	261	278	17
6						239			**239**	**240**					**-1**		**6**	240	239	-1
7						230			**230**	**241**					**-11**		**7**	296	230	-66
8						279			**279**	**292**					**-13**	-25	**8**	277	279	2
9							291	0	**291**	**309**					**-18**		**9**	269	291	22
10							286	0	**286**	**271**					**15**		**10**	335	286	-49
11							314	16	**330**	**350**					**-20**		**11**	321	330	9
12							274	65	**339**	**340**					**-1**	-24	**12**	347	339	-8
Voluntary PreK (VPK)	83	36	0	0	32				151											
Actual w/o VPK	134	484	268	413	542	748	1165	81	3835									4117	3986	-131
Projection w/o VPK	130	496	280	389	564	773	1181	89	3902	4058	Includes VPK									
Difference w/o VPK	4	-12	-12	24	-22	-25	-16	-8												
Actual PreK-12	**217**	**520**	**268**	**413**	**574**	**748**	**1165**	**81**	3986											

	CURR.	DIFF		CURR.	DIFF		CURR.	DIFF
Prekindergarten	254	-7	Elem K-5	1707	-22	Trans+	31	6
Kindergarten	286	24	M.S 6-8	748	-25	Kinder	286	24
Grades 1-2	569	-13	S.H 9-12	1246	-24	Grds 1-6	1660	-47
Grades 3-5	852	-33	K-12 Total	3701	-71	Grds 7-12	1755	-48

PreK-12 Projection 10/1/25	4058
PreK-12 Actual 10/1/25	3986
Projection Variance	-72
Last Year Enrollment 10/1/2024	4117
Change From Last Year	-131

The enrollment counts include an average of the PSEO students attending colleges other than Normandale.

The 17 students who are VPK and ECSE now count towards our VPK allocation and are included in the VPK count this year. Previously they were included in the ECSE count.

Online Full Time: 1-5th grader, 2-8th graders, 2-9th graders, 1-10th grader, 1-11th grader. They are included in the above count.

RICHFIELD PUBLIC SCHOOLS
Elementary & Voluntary PreK Enrollment
By School, Grade, and Class Size 2025-26

GRADE		RDLS		CENTENNIAL		SHERIDAN HILLS		STEM	GRADE TOTALS
K	85	20-21-22-22	50	25-25	65	20-21-24	86	21-21-22-22	286
1	76	18-18-20-20	43	20-23	64	19-22-23	87	21-21-22 23	270
2	94	23-23-24-24	43	21-22	77	24-26-27	85	20-21-22 22	299
3	72	23-24-25	46	22-24	70	23-23-24	98	19-19-19-20-21	286
4	90	21-22-23-24	47	23-24	59	19-20-20	92	23-23-23-23	288
5	67	20-23-24	39	18-21	78	23-26-28 1 online	94	22-23-24-25	278
VPK	36	18-18	0		0		32	14-18	68
SCHOOL TOTALS	520		268		413		574		1775

STUDENT TO CLASSROOM TEACHER RATIO
BY SCHOOL (VPK & Online excluded)

	RDLS	CENTENNIAL	SHERIDAN	STEM	GRADE TOTALS
SCHOOL TOTALS	484	268	413	542	1707
CLASSROOM TEACHERS	22	12	18	25	77
STU/TCHR RATIO 2025-26	22.00	22.33	22.94	21.68	22.17
RATIO 2024-25	23.52	24.08	24.31	24.65	24.15

25-26 CLASS SIZE BREAKDOWN BY GRADE (VPK & Online excluded)

15	16	17	18	19	20	21	24	22	23	24	25	26	27	28	29	STUDENT TOTAL	TEACHER TOTAL	STU/TCHR RATIO	GRADE LEVEL
					2	4		4		1	2					286	13	22.00	K
			2	1	3	2		2	3							270	13	20.77	1
					1	2		3	2	3		1	1			299	13	23.00	2
				3	1	1		1	3	3	1					286	13	22.00	3
				1	2	1		1	6	2						288	13	22.15	4
			1		1	1		1	3	2	1	1		1		278	12	23.17	5
0	0	0	3	5	10	11	0	12	17	11	4	2	1	1	0	1707	77	22.17	

RICHFIELD PUBLIC SCHOOL 2025-26
MIDDLE SCHOOL - NUMBER OF CLASSES BY SUBJECT AND CLASS SIZE - Q1

SUBJECT/CLASS SIZE	< 10	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35 +	STU / SESS	AVERAGE CLASS SIZE
ART													**1**		**1**	**3**		**2**	**1**	**1**	**2**							**281 / 11**	**25.55**
Art 6															1	1												47 / 2	23.50
Art 7 & 8													1			1		2			1							126 / 5	25.20
Photograhy 7 & 8																1			1	1	1							108 / 4	27.00
FAMILY & CONSUMER SCIENCE															**2**						**1**	**1**		**1**				**137 / 5**	**27.40**
FACS 7 & 8															2						1	1						105 / 4	26.25
Unified FACS 7 & 8 Co-taught																								1				32 / 1	32.00
HEALTH										**1**			**1**						**1**			**1**						**96 / 4**	**24.00**
Health 7										1			1						1			1						96 / 4	24.00
PHYSICAL EDUCATION									**1**				**1**	**1**	**1**	**2**		**2**	**1**		**3**							**297 / 12**	**24.75**
Phy Ed 6									1						1			1			2							124 / 5	24.80
Phy Ed 7 & 8													1	1		1		1	1		1							149 / 6	24.83
Phy Ed 7 & 8 Co-taught																1												24 / 1	24.00
GLOBAL LANGUAGE	**1@8**													**3**						**1**		**1**	**1**					**163 / 7**	**23.29**
Ojibwe 1A	1@8																											8 / 1	8.00
Spanish Exploration 6														1														22 / 1	22.00
Spanish 1A 7 & 8																				1		1	1					89 / 3	29.67
Spanish 1B 8														2														44 / 2	22.00
STE(A)M					**1**									**1**	**1**	**1**				**1**								**110 / 5**	**22.00**
STE(A)M 6					1									1	1													58 / 3	19.33
STE(A)M 7 & 8																1				1								52 / 2	26.00
TECH												**1**	**1**		**1**	**1**	**1**	**1**										**139 / 6**	**23.17**
Intro to Woodshop 7 & 8												1				1		1										70 / 3	23.33
Wood Shop 7 & 8													1		1		1											69 / 3	23.00
LANGUAGE ARTS				**1**			**3**	**3**	**3**	**3**	**2**	**1**	**4**	**2**	**8**	**1**	**1**	**1**	**3**	**1**		**2**		**1**				**858 / 40**	**21.45**
Adv Lang Arts 6																			1			1						57 / 2	28.50
Language Arts 6				1									1	1	3													126 / 6	21.00
Language Arts 6 Co-taught														1														22 / 1	22.00
Spanish Language Arts 6							1		1						1				1									82 / 4	20.50
Adv Language Arts 7																						1		1				62 / 2	31.00
Language Arts 7								2	2	1								1										110 / 6	18.33
Language Arts 7 Co-taught																				1								28 / 1	28.00
Spanish Language Arts 7							1				1				1													57 / 3	19.00
Adv Language Arts 8																	1		1									52 / 2	26.00
Language Arts 8							1	1				1	3		1	1												161 / 8	20.13
Language Arts 8 Co-taught															1													23 / 1	23.00
Spanish Language Arts 8										2	1				1													78 / 4	19.50

RICHFIELD PUBLIC SCHOOL 2025-26
MIDDLE SCHOOL - NUMBER OF CLASSES BY SUBJECT AND CLASS SIZE - Q1

SUBJECT/CLASS SIZE	< 10	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35 +	STU / SESS	AVERAGE CLASS SIZE
MATHEMATICS								**1**		**2**		**1**	**3**	**5**	**1**	**4**	**2**	**5**	**3**	**1**							**1@37**	**690 / 29**	**23.79**
Compacted 6/7 Math, Gr 6															1													23 / 1	23.00
Math 6														2		1			1									95 / 4	23.75
Math 6 Co-taught																			1	1								55 / 2	27.50
Compacted 7/8 Math, Gr 7								1		1							1		1									86 / 4	21.50
Pre-Algebra 7													1	2														65 / 3	21.67
Pre-Algebra 7 Co-taught																2		1										74 / 3	24.67
Found Algebra 8										1		1		1		1	1	2										161 / 7	23.00
Found Algebra 8 Co-taught													1															21 / 1	21.00
Geometry 8													1															21 / 1	21.00
Intermediate Algebra, Gr 8																		2									1@37	89 / 3	29.67
SCIENCE					**1**			**2**	**2**	**1**	**2**	**2**	**2**		**6**	**3**	**6**	**2**	**2**									**683 / 31**	**22.03**
Science 6								1	2				1		1	1		2										170 / 8	21.25
Science 6 Co-taught													1						1									48 / 2	24.00
Science 7					1			1			1	2			1		1		1									163 / 8	20.38
Science 7 Co-taught															1		1											48 / 2	24.00
Science 8										1	1				3		3											181 / 8	22.63
Science 8 Co-taught																2	1											73 / 3	24.33
SOCIAL STUDIES					**1**	**1**				**1**	**2**	**1**	**3**	**3**	**2**	**3**	**5**	**2**	**4**	**2**		**1**						**721 / 31**	**23.26**
Social Studies 6											1						2		2			1						153 / 6	25.50
Spanish Social Studies 6					1								1	1				1										82 / 4	20.50
Social Studies 7											1	1		1	1		1	1	1									162 / 7	23.14
Spanish Social Studies 7						1				1							1											57 / 3	19.00
Global Studies 8													2	1		3	1			1								189 / 8	23.63
Spanish Global Studies 8															1				1	1								78 / 3	26.00
TOTAL MIDDLE SCHOOL					3	2	3	6	6	8	6	6	16	15	23	18	15	15	15	7	6	6	1	2					

THE CLASSES LISTED BELOW ARE NOT INCLUDED IN AVERAGE CLASS SIZE

STUDENTS/SESSIONS = AVG CLASS SIZE

Online	2/1 = 2	Special Ed	252/40 = 6.3	Read Tier	58/5 = 11.6
Band	194/6 = 32.3	ESL/ALD	188/15= 12.5	Number Lab	50/4 = 12.5
Choir	140/4 = 35.0	Spartan Suc	85/4= 21.3	Literacy Lab	58/4 = 14.5

2025-26 Core Courses Only

	Students / Sessions	AVERVAGE CLASS SIZE	ENROLL COUNT
	2952 / 131	22.53	748
GRADE 6	913 / 40	22.83	239
GRADE 7	912 / 42	21.71	230
GRADE 8	1127 / 49	23.00	279

2025-26 All Courses

	4175 / 181	23.07	748
GRADE 6	1164 / 51	22.82	239
GRADE 7 & 8	3011 / 130	23.16	509

2024-25 All Courses

	4669 / 193	24.19	813
GRADE 6	1277 / 58	22.02	240
GRADE 7 & 8	3392 / 135	25.13	573

RICHFIELD PUBLIC SCHOOLS 2025-26

SENIOR HIGH - NUMBER OF CLASSES BY SUBJECT AND CLASS SIZE - S1

SUBJECT	< 10	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35 +	STU / SESS	CLASS SIZE
ART	**2@12**	**3**					**1**	**2**		**1**		**1**	**2**	**1**				**1**	**2**	**2**				**1**		**2**	**2@71**	**498 / 23**	**21.65**
Digit Drw & Dsgn Int		1																										10 / 1	10.00
Drw & Paint Beg-Int-	1@6	1					1	1						1						1				1		1	1@35	198 / 9	22.00
Photo Beg-Int								1		1		1						1										80 / 4	20.00
Pottery Beg-Int-Adv	1@6												2						1	1						1		137 / 6	22.83
Print Making Beg		1																										10 / 1	10.00
Sculpture Beg																			1								1@36	63 / 2	31.50
BUS/TECH ED	**1@6**			**3**	**2**			**1**	**2**	**2**	**2**		**1**			**1**		**1**		**1**	**1**	**1**			**1**	**1**	**1@35**	**452 / 22**	**20.55**
Bus & Mktg Intro									1												1							46 / 2	23.00
Bus Accounting					1																							13 / 1	13.00
Career Explorations				1																1								40 / 2	20.00
CIS Creat Prob Solv					1																							13 / 1	13.00
Grph/Web Ds Beg											1																	19 / 1	19.00
Marketing-Real Wrld	1@6																											6 / 1	6.00
Personal Finance				1				1					1												1	1	1@35	151 / 6	25.17
Python Cdg/Prgmg										1																		18 / 1	18.00
Robotics Tech				1					1																			29 / 2	14.50
SM Eng & Engery											1							1										45 / 2	22.50
Wealth Mgmt-Invest										1																		18 / 1	18.00
Wood Working 1																1						1						54 / 2	27.00
FACS									**1**			**1**				**1**			**3**		**1**	**1**		**1**		**1**	**2@71**	**338 / 12**	**28.17**
Child Development												1				1												44 / 2	22.00
Culinary Arts 1,2,3																			1		1	1				1	1@35,1@36	191 / 6	31.83
Fashion 1									1										1									44 / 2	22.00
Interior Design																			1					1				59 / 2	29.50
GLOBAL LANG/CULT	**2@11**			**1**				**1**				**2**		**1**	**2**	**3**	**2**	**1**		**5**		**1**	**1**					**499 / 22**	**22.68**
AP Span Lang/Cul															1			1										49 / 2	24.50
AP Spanish Lit																1												24 / 1	24.00
French 1									1					1			2											89 / 4	22.25
French 2																				1								28 / 1	28.00
French 3 & CIS Frn				1																								14 / 1	14.00
Hist/Cult Span/Latin																							1					31 / 1	31.00
Ojibwe Language	1@4,1@7																											11 / 2	5.50
Spn Lang Arts 9																1				1								52 / 2	26.00
Spanish 1												1								2								76 / 3	25.33
Spanish 2															1	1						1						77 / 3	25.67
Spanish 3												1								1								48 / 2	24.00
LANGUAGE ARTS				**1**				**2**	**1**	**3**	**2**	**2**	**4**		**3**		**8**	**3**	**5**	**3**	**2**	**3**	**1**	**1**	**2**		**1@37**	**1159 / 47**	**24.66**
Aurean								1																				16 / 1	16.00
AP Lang & Comp																		1				1						56 / 2	28.00
CIS Intro to Lit									1				1															38 / 2	19.00
CIS Writing Lab																	1											25 / 1	25.00
CIS Writing Studio										1			2															60 / 3	20.00
Creative Writing																				2								56 / 2	28.00
Drama																					1							29 / 1	29.00
English 9												1	1															41 / 2	20.50
Eng 9 Co-taught																	1	1				2					1@37	111 / 4	27.75
English 10																	2											50 / 2	25.00
Eng 10 Co-taught											1	1			1			1										88 / 4	22.00
English 11				1						1							1		1									84 / 4	21.00
Eng 11 Co-taught										1					1		1											66 / 3	22.00

RICHFIELD PUBLIC SCHOOLS 2025-26

SENIOR HIGH - NUMBER OF CLASSES BY SUBJECT AND CLASS SIZE - S1

SUBJECT	< 10	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35 +	STU / SESS	CLASS SIZE
English 12																			3					1				113 / 4	28.25
Eng 12 Co-taught																	1						1					56 / 2	28.00
Fantasy Lit Intro											1																	19 / 1	19.00
Honors Eng 9															1		1		1									75 / 3	25.00
Honors Eng 10																					1				2			95 / 3	31.67
Journalism								1																				16 / 1	16.00
Mythology																				1								28 / 1	28.00
MATH					**1**					**1**	**1**	**1**		**1**		**1**		**1**	**3**	**4**	**3**	**2**	**4**	**4**	**1**	**5**	**2@71**	**1008 / 35**	**28.80**
Adv Algebra																					2		1	3	1			218 / 7	31.14
Adv Alg Co-taught																				2								56 / 2	28.00
CIS Calculus					1											1												37 / 2	18.50
CIS Coll Alg Model												1																20 / 1	20.00
CIS Statistics										1									1									45 / 2	22.50
Geometry																					1	1	1			4		226 / 7	32.29
Geometry Co-taught																								1				32 / 1	32.00
Intmdt Algebra																				2		1	1				1@35	152 / 5	30.40
Intm Alg Co-taught																			1				1			1	1@36	128 / 4	32.00
Pre Calculus											1			1				1	1									94 / 4	23.50
PHYSICAL ED				**1**			**1**	**1**	**2**	**1**		**1**	**2**		**1**	**1**	**1**	**2**		**1**	**1**	**1**		**1**	**2**	**1**	**3@105**	**605 / 24**	**25.21**
Adv Weight Train									1																			17 / 1	17.00
Basketball																1		1									1@35	85 / 3	28.33
Health												1	2									1		1				124 / 5	24.80
Lifetime Activities								1									1											41 / 2	20.50
Soccer																		1		1	1						1@35	118 / 4	29.50
Strength Training				1			1			1					1										1		1@35	136 / 6	22.67
Team Sports									1																1	1		84 / 3	28.00
SCIENCE		**2**					**1**	**1**	**1**		**1**	**3**	**5**	**1**	**2**	**3**	**2**	**1**	**2**	**3**	**1**	**5**	**1**	**4**	**1**	**4**	**2@70**	**1185 / 46**	**25.76**
AP Biology																			1	1						1		89 / 3	29.67
Biology																				1				2				92 / 3	30.67
Biology Co-taught																								1	1	1	1@35	134 / 4	33.50
Chemistry												2				1	1				1							118 / 5	23.60
Chem Co-taught																		1										26 / 1	26.00
CIS Climate Crisis							1																					15 / 1	15.00
CIS Intro Physics															1													23 / 1	23.00
CIS Physics Inq												1			1	1												67 / 3	22.33
CIS Physiology													1															21 / 1	21.00
Environ Science																1			1			2	1	1		1		208 / 7	29.71
Envr Sci Co-taught																						1					1@35	65 / 2	32.50
Forensics		2							1													1						69 / 4	17.25
Honors Chemistry											1		1				1					1				1		129 / 5	25.80
Honors Chem Sem													1															21 / 1	21.00
Physics								1					1	1														59 / 3	19.67
Zoology													1							1								49 / 2	24.50

RICHFIELD PUBLIC SCHOOLS 2025-26

SENIOR HIGH - NUMBER OF CLASSES BY SUBJECT AND CLASS SIZE - S1

SUBJECT	< 10	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35 +	STU / SESS	CLASS SIZE
SOCIAL STUDIES			**1**						**1**		**1**	**1**	**2**	**5**	**6**	**3**		**2**	**3**	**3**	**1**	**3**	**6**	**3**		**5**	**3@107**	**1324 / 49**	**27.02**
American Gov't																							1	1		1		97 / 3	32.33
Am Govt Co-taught																							1			1		65 / 2	32.50
AP Human Geo														2	1	1				1						1	1@35	188 / 7	26.86
AP HG Co-taught																		1										26 / 1	26.00
AP Psychology															1						1							52 / 2	26.00
AP World Hist																											2@36	36 / 2	18.00
CIS Am History														1		1		1		1								100 / 4	25.00
CIS Education												1	1		1													64 / 3	21.33
CIS Pol Science															1				2									77 / 3	25.67
Crit & Cont Convers											1																	19 / 1	19.00
History Thru Film			1												1					1								62 / 3	20.67
Psychology									1						1													40 / 2	20.00
Soc of Sports														1														22 / 1	22.00
Span AP Hum Geo																						1				1		64 / 2	32.00
Span Wrld Hist																							1			1		65 / 2	32.50
US History																						2	3					153 / 5	30.60
US Hist Co-taught																			1									27 / 1	27.00
World History													1	1		1								1				99 / 4	24.75
World Hist Co-taught																								1				32 / 1	32.00
TOTAL SENIOR HIGH		3	3	4	3	2	3	7	9	8	7	12	16	9	14	13	13	12	18	22	10	17	13	15	7	19		**2025-26** Stu 7068 / Sess 280	Class Size 25.24

THE CLASSES LISTED BELOW ARE NOT INCLUDED ABOVE:

Class	Stdnt/Sess	Class Size
Special Education	288/47	6.1
ESL	321/26	12.3
Acc English	51/6	8.5
Acc Math	28/3	9.3
Credit Recovery	75/4	18.8
Band	49/1	49.0
Inst & Perc Studio	39/2	19.5
Jazz	14/2	7.0
Symphonic Winds	45/1	45.0
Richfield Singers	47/1	47.0
Unified & Voice Stud	8/2	4.0
Study Hall	133/6	22.2
Online	4	
PSEO	17 full time, 31 part time	
Student Aide	106	
Genesys Works	1	
Hennepin Tech	18	

2024-25			
Stu		Sess	Class Size
7026	/	270	26.02

Gender and Ethnic Enrollment - ESCE, Elementary & Voluntary PreK

RICHFIELD PUBLIC SCHOOLS 2025-26

SCHOOL	NUMBER OF STUDENTS BY ETHNICITY														TOTALS				
by Grade	*AMER IND ALASKAN		ASIAN		*HISPANIC		BLACK		HAWAIIAN		*2 OR MORE RACES		WHITE		Students of Color		Gender (state report)		Student Count
Central	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	1-Oct
ECSE	0	1	1	1	17	15	10	5	0	0	1	4	27	21	29	26	56	47	103
VPK	1	1	5	6	19	16	7	3	0	0	4	2	9	10	36	28	45	38	83
	1	**2**	**6**	**7**	**36**	**31**	**17**	**8**	**0**	**0**	**5**	**6**	**36**	**31**	**65**	**54**	**101**	**85**	**186**
Total	**3**		**13**		**67**		**25**		**0**		**11**		**67**		**119**				
Percent	**1.61%**		**6.99%**		**36.02%**		**13.44%**		**0.00%**		**5.91%**		**36.02%**		**63.98%**		**54.30%**	**45.70%**	
RDLS	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	1-Oct
VPK	0	0	0	0	8	16	0	0	0	0	1	1	3	7	9	17	12	24	36
K	0	0	1	0	25	29	2	1	0	0	3	1	11	12	31	31	42	43	85
1	1	0	1	0	26	28	2	2	0	1	0	1	5	9	30	32	35	41	76
2	0	0	0	0	34	29	4	1	0	0	6	2	8	10	44	32	52	42	94
3	0	0	0	0	27	25	0	0	0	0	0	1	9	10	27	26	36	36	72
4	1	1	2	0	23	35	1	1	0	0	3	2	10	11	30	39	40	50	90
5	0	0	1	0	22	27	0	2	0	0	0	1	5	9	23	30	28	39	67
	2	**1**	**5**	**0**	**165**	**189**	**9**	**7**	**0**	**1**	**13**	**9**	**51**	**68**	**194**	**207**	**245**	**275**	**520**
Total	**3**		**5**		**354**		**16**		**1**		**22**		**119**		**401**				
Percent	**0.58%**		**0.96%**		**68.08%**		**3.08%**		**0.19%**		**4.23%**		**22.88%**		**77.12%**		**47.12%**	**52.88%**	
CENTENNIAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	1-Oct
VPK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
K	0	0	0	1	13	11	6	5	0	0	2	3	5	4	21	20	26	24	50
1	0	0	1	0	9	12	2	6	0	0	1	3	3	6	13	21	16	27	43
2	0	0	0	0	17	11	3	3	0	0	1	2	3	3	21	16	24	19	43
3	0	0	1	0	11	13	6	2	0	0	2	0	7	4	20	15	27	19	46
4	0	2	0	0	13	12	7	3	0	0	3	3	0	4	23	20	23	24	47
5	0	0	1	2	11	12	3	3	0	0	2	0	4	1	17	17	21	18	39
	0	**2**	**3**	**3**	**74**	**71**	**27**	**22**	**0**	**0**	**11**	**11**	**22**	**22**	**115**	**109**	**137**	**131**	**268**
Total	**2**		**6**		**145**		**49**		**0**		**22**		**44**		**224**				
Percent	**0.75%**		**2.24%**		**54.10%**		**18.28%**		**0.00%**		**8.21%**		**16.42%**		**83.58%**		**51.12%**	**48.88%**	
SHERIDAN	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	1-Oct
VPK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
K	1	0	2	1	6	13	5	11	0	0	6	4	11	5	20	29	31	34	65
1	0	0	1	0	8	7	7	5	0	0	3	3	15	15	19	15	34	30	64
2	0	0	1	1	9	9	6	9	0	0	2	4	19	17	18	23	37	40	77
3	0	0	2	3	8	12	3	6	0	0	5	2	13	16	18	23	31	39	70
4	0	0	1	0	13	10	5	7	0	0	3	2	12	6	22	19	34	25	59
5	2	1	2	0	11	13	6	6	0	0	2	1	11	23	23	21	34	44	78
	3	**1**	**9**	**5**	**55**	**64**	**32**	**44**	**0**	**0**	**21**	**16**	**81**	**82**	**120**	**130**	**201**	**212**	**413**
Total	**4**		**14**		**119**		**76**		**0**		**37**		**163**		**250**				
Percent	**0.97%**		**3.39%**		**28.81%**		**18.40%**		**0.00%**		**8.96%**		**39.47%**		**60.53%**		**48.67%**	**51.33%**	
STEM	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	1-Oct
VPK	0	0	1	4	1	3	3	1	0	0	2	1	7	9	7	9	14	18	32
K	1	0	2	1	13	10	8	8	0	0	4	3	17	19	28	22	45	41	86
1	0	1	2	0	12	19	9	2	0	0	3	1	25	13	26	23	51	36	87
2	1	0	2	1	10	5	6	5	0	0	4	11	17	23	23	22	40	45	85
3	0	1	2	1	16	18	9	6	0	0	5	3	23	14	32	29	55	43	98
4	0	1	0	1	13	16	5	10	0	0	5	10	19	12	23	38	42	50	92
5	4	1	1	3	18	11	9	7	0	0	7	2	14	17	39	24	53	41	94
	6	**4**	**10**	**11**	**83**	**82**	**49**	**39**	**0**	**0**	**30**	**31**	**122**	**107**	**178**	**167**	**300**	**274**	**574**
Total	**10**		**21**		**165**		**88**		**0**		**61**		**229**		**345**				
Percent	**1.74%**		**3.66%**		**28.75%**		**15.33%**		**0.00%**		**10.63%**		**39.90%**		**60.10%**		**52.26%**	**47.74%**	
PRE K - Grade 5	**12**	**10**	**33**	**26**	**413**	**437**	**134**	**120**	**0**	**1**	**80**	**73**	**312**	**310**	**672**	**667**	**984**	**977**	**1961**
Total	**22**		**59**		**850**		**254**		**1**		**153**		**622**		**1339**				
Percent	**1.12%**		**3.01%**		**43.35%**		**12.95%**		**0.05%**		**7.80%**		**31.72%**		**68.28%**		**50.18%**	**49.82%**	

Gender and Ethnic Enrollment - SEC, RCEP, Secondary & District-Wide

RICHFIELD PUBLIC SCHOOLS 2025-26

SCHOOL	NUMBER OF STUDENTS BY ETHNICITY														TOTALS				
by Grade	*AMER IND ALASKAN		ASIAN		*HISPANIC		BLACK		HAWAIIAN		*2 OR MORE RACES		WHITE		Students of Color		Gender (state report)		Student Count
SEC-TRANSITIONS	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**1-Oct**
13	2	0	2	0	5	3	5	2	0	0	3	2	7	0	17	7	24	7	31
Total	**2**		**2**		**8**		**7**		**0**		**5**		**7**		**24**				
Percent	**6.45%**		**6.45%**		**25.81%**		**22.58%**		**0.00%**		**16.13%**		**22.58%**		**77.42%**		**77.42%**	**22.58%**	
RMS	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**1-Oct**
6	0	0	4	7	52	58	12	17	0	0	11	13	30	35	79	95	109	130	239
7	1	2	5	2	61	49	7	10	0	0	7	8	41	37	81	71	122	108	230
8	2	1	7	3	75	48	27	18	1	0	11	16	38	32	123	86	161	118	279
	3	**3**	**16**	**12**	**188**	**155**	**46**	**45**	**1**	**0**	**29**	**37**	**109**	**104**	**283**	**252**	**392**	**356**	**748**
Total	**6**		**28**		**343**		**91**		**1**		**66**		**213**		**535**				
Percent	**0.80%**		**3.74%**		**45.86%**		**12.17%**		**0.13%**		**8.82%**		**28.48%**		**71.52%**		**52.41%**	**47.59%**	
RHS	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**1-Oct**
9	2	1	6	4	69	69	21	19	0	0	10	9	41	40	108	102	149	142	291
10	0	4	9	5	73	61	19	19	0	0	13	12	37	34	114	101	151	135	286
11	0	4	7	3	75	72	28	22	0	0	18	9	49	27	128	110	177	137	314
12	1	0	6	2	63	62	20	25	0	0	12	14	36	33	102	103	138	136	274
	3	**9**	**28**	**14**	**280**	**264**	**88**	**85**	**0**	**0**	**53**	**44**	**163**	**134**	**452**	**416**	**615**	**550**	**1165**
Total	**12**		**42**		**544**		**173**		**0**		**97**		**297**		**868**				
Percent	**1.03%**		**3.61%**		**46.70%**		**14.85%**		**0.00%**		**8.33%**		**25.49%**		**74.51%**		**52.79%**	**47.21%**	
RCEP	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**1-Oct**
9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11	0	0	0	0	6	3	2	3	0	0	0	0	0	2	8	6	8	8	16
12	0	3	1	0	29	13	6	7	0	0	0	1	0	5	36	24	36	29	65
	0	**3**	**1**	**0**	**35**	**16**	**8**	**10**	**0**	**0**	**0**	**1**	**0**	**7**	**44**	**30**	**44**	**37**	**81**
Total	**3**		**1**		**51**		**18**		**0**		**1**		**7**		**74**				
Percent	**3.70%**		**1.23%**		**62.96%**		**22.22%**		**0.00%**		**1.23%**		**8.64%**		**91.36%**		**54.32%**	**45.68%**	
Grade 6 - 12	**8**	**15**	**47**	**26**	**508**	**438**	**147**	**142**	**1**	**0**	**85**	**84**	**279**	**245**	**796**	**705**	**1075**	**950**	**2025**
Total	**23**		**73**		**946**		**289**		**1**		**169**		**524**		**1501**				
Percent	**1.14%**		**3.60%**		**46.72%**		**14.27%**		**0.05%**		**8.35%**		**25.88%**		**74.12%**		**53.09%**	**46.91%**	
PRE-K to Grade 12	**20**	**25**	**80**	**52**	**921**	**875**	**281**	**262**	**1**	**1**	**165**	**157**	**591**	**555**	**1468**	**1372**	**2059**	**1927**	**3986**
TOTAL	**45**		**132**		**1796**		**543**		**2**		**322**		**1146**		**2840**				
PERCENT	**1.13%**		**3.31%**		**45.06%**		**13.62%**		**0.05%**		**8.08%**		**28.75%**		**71.25%**		**51.66%**	**48.34%**	

The minority student enrollment has increased from 70.73% to 71.25%, an increase .52% since October 1, 2024.

*American Indian,Two or More and Hispanic breakdowns are on page 32A.

Gender and Ethnic Enrollment - Am Indian,Two or More and Hispanic Breakdowns
RICHFIELD PUBLIC SCHOOLS 2025-26

AMERICAN INDIAN STUDENTS BY RESOLVED RACE

School	Central		Centennial		RDLS		Sheridan		STEM		RMS		RHS		RCEP		SEC		Totals		
Resolved Race/Gender	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**Total**
American Indian																					
North Am Indian (NAI) only	1	2	0	1	2	1	2	1	6	4	3	3	3	7	0	3	2	0	19	22	41
South Am Indian (SAI) only	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	2	2
NAI and SAI	0	0	0	0	0	0	1	0	0	0	0	0	0	1	0	0	0	0	1	1	2
Total American Indian (AI)	1	2	0	2	2	1	3	1	6	4	3	3	3	9	0	3	2	0	20	25	**45**
Two or More																					
NAI-White	0	1	0	1	0	4	0	2	3	2	2	4	5	3	0	0	0	0	10	17	27
NAI-Black	0	0	0	2	1	0	0	0	1	2	0	1	2	1	0	0	0	0	4	6	10
NAI-Black-White	0	1	1	0	0	0	1	1	2	2	0	3	2	4	0	0	0	0	6	11	17
NAI-Asian-White	0	0	0	1	0	0	0	0	0	0	0	1	1	0	0	0	0	0	1	2	3
NAI-Asian-Black-Haw-White	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	2	2
SAI-Asian	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
SAI-Black-White	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Total AI Two or More	0	2	2	4	2	4	1	3	6	6	2	9	10	10	0	0	0	0	23	38	**61**
Hispanic																					
NAI-Hispanic	1	1	1	0	3	0	1	0	0	1	2	2	4	0	0	0	0	1	12	5	17
NAI-Hispanic-Black	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	1	2
NAI-Hispanic-White	3	3	0	0	1	0	0	0	2	1	1	1	5	1	0	0	0	0	12	6	18
NAI-Hisp-Black-White	0	0	0	0	0	0	0	2	1	0	0	1	0	0	1	0	0	0	2	3	5
NAI-Hisp-Asian-Black	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	1
NAI-Hisp-Asian-White	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
NAI-Hisp-Hawaiian-White	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1
NAI-SAI-Hisp-Black-White	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	1
NAI-SAI-Hisp-Asian-Blck-Wht	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
SAI-Hispanic	0	0	0	0	0	1	2	2	1	1	0	0	1	1	0	0	0	0	4	5	9
SAI-Hisp-Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SAI-Hisp-White	0	1	2	3	2	2	0	0	1	0	1	0	0	1	0	0	0	0	6	7	13
SAI-Hisp-Black-White	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
SAI-Hisp-Asian-Black-White	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Total AI Hispanic	5	5	4	4	6	3	3	5	5	4	4	6	10	4	1	0	0	1	38	32	**70**
	6	**9**	**6**	**10**	**10**	**8**	**7**	**9**	**17**	**14**	**9**	**18**	**23**	**23**	**1**	**3**	**2**	**1**	**81**	**95**	
Total	**15**		**16**		**18**		**16**		**31**		**27**		**46**		**4**		**3**				**176**
Percent	**8.52%**		**9.09%**		**10.23%**		**9.09%**		**17.61%**		**15.34%**		**26.14%**		**2.27%**		**1.70%**				

TWO OR MORE STUDENTS BY ETHNICITY

School	Central		Centennial		RDLS		Sheridan		STEM		RMS		RHS		RCEP		SEC		Totals		
Race/Ethnicity/Gender	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**Total**
NAI-White	0	1	0	1	0	4	0	2	3	2	2	4	5	3	0	0	0	0	10	17	27
NAI-Black	0	0	0	2	1	0	0	0	1	2	0	1	2	1	0	0	0	0	4	6	10
NAI-Black-White	0	1	1	0	0	0	1	1	2	2	0	3	2	4	0	0	0	0	6	11	17
NAI-Asian-White	0	0	0	1	0	0	0	0	0	0	0	1	1	0	0	0	0	0	1	2	3
NAI-Asian-Black-White-Haw	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	2	2
SAI-Asian	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
SAI-Black-White	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Asian-Black	0	0	0	1	0	0	2	0	1	1	2	0	1	0	0	0	0	0	6	2	8
Asian-White	2	0	0	2	4	2	5	6	4	7	2	5	6	3	0	1	1	0	24	26	50
Asian-Black-White	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	0	1
Asian-Hawaiian	0	0	0	1	1	0	0	0	0	0	0	1	0	0	0	0	0	0	1	2	3
Black-White	3	4	9	2	6	3	13	7	18	17	22	21	35	30	0	0	1	2	107	86	193
Black-Pacific Islander	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	0	1
Hawaiian-White	0	0	0	1	0	0	0	0	0	0	0	1	1	1	0	0	1	0	2	3	5
	5	**6**	**11**	**11**	**13**	**9**	**21**	**16**	**30**	**31**	**29**	**37**	**53**	**44**	**0**	**1**	**3**	**2**	**165**	**157**	
Total	**11**		**22**		**22**		**37**		**61**		**66**		**97**		**1**		**5**				**322**
Percent	**3.42%**		**6.83%**		**6.83%**		**11.49%**		**18.94%**		**20.50%**		**30.12%**		**0.31%**		**1.55%**				

Gender and Ethnic Enrollment - Am Indian,Two or More and Hispanic Breakdowns

RICHFIELD PUBLIC SCHOOLS 2025-26

HISPANIC STUDENTS BY ETHNICITY

School	Central		Centennial		RDLS		Sheridan		STEM		RMS		RHS		RCEP		SEC		Totals		
Race/Ethnicity	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**M**	**F**	**Total**
Hisp-NAI	1	1	1	0	3	0	1	0	0	1	2	2	4	0	0	0	0	1	12	5	17
Hisp-NAI Black	1	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	1	1	2
Hisp-NAI-White	3	3	0	0	1	0	0	0	2	1	1	1	5	1	0	0	0	0	12	6	18
Hisp-NAI-Black-White	0	0	0	0	0	0	0	2	1	0	0	1	0	0	1	0	0	0	2	3	5
Hisp-NAI-Asian-Black	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	1	1
Hisp-NAI-Asian-White	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	1	1
Hisp-NAI-Haw-White	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	1
Hisp-NAI-SAI-Black-White	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	0	1	1
Hisp-NAI-SAI-Asian-Blck-Wht	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1
Hisp-SAI	0	0	0	0	0	1	2	2	1	1	0	0	1	1	0	0	0	0	4	5	9
Hisp-SAI-Black	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hisp-SAI-White	0	1	2	3	2	2	0	0	1	0	1	0	0	1	0	0	0	0	6	7	13
Hisp-SAI-Black-White	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hisp-SAI-Asian-Black-White	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	1
Hisp-Asian	0	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	1	1	2
Hisp-Asian-Black	1	0	0	0	0	1	0	0	0	0	0	0	0	0	0	0	0	0	1	1	2
Hisp-Asian-White	0	0	2	0	1	0	0	6	1	0	3	2	0	2	2	0	0	0	9	10	19
Hisp-Asian-Black-White	0	0	0	0	0	0	0	0	0	0	1	1	0	0	0	0	0	0	1	1	2
Hisp-Black	0	0	0	1	0	1	1	0	4	4	4	3	0	2	0	0	0	0	9	11	20
Hisp-White	30	26	67	66	153	181	47	53	68	70	170	139	262	251	32	16	5	2	834	804	1638
Hisp-Black-White	0	0	1	0	5	3	4	0	5	4	6	3	7	5	0	0	0	0	28	15	43
	36	**31**	**74**	**71**	**165**	**189**	**55**	**64**	**83**	**82**	**188**	**155**	**280**	**264**	**35**	**16**	**5**	**3**	**921**	**875**	
Total	**67**		**145**		**354**		**119**		**165**		**343**		**544**		**51**		**8**				**1796**
Percent	**3.73%**		**8.07%**		**19.71%**		**6.63%**		**9.19%**		**19.10%**		**30.29%**		**2.84%**		**0.45%**				

EL Enrollment - PreK & Elementary

RICHFIELD PUBLIC SCHOOLS 2025-26

SCHOOL	NUMBER OF STUDENTS BY ETHNICITY																	
by Grade	AMER IND ALASKAN		ASIAN		HISPANIC		BLACK		HAWAIIAN		2 OR MORE RACES		WHITE		LEP Total			Student Count
Central	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	Total	1-Oct
ECSE	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	103
VPK	0	1	4	3	12	13	1	2	0	0	0	0	1	0	18	19	37	83
	0	1	4	3	12	13	1	2	0	0	0	0	1	0	18	19	37	186
Total	1		7		25		3		0		0		1					
Percent	0.54%		3.76%		13.44%		1.61%		0.00%		0.00%		0.54%		19.89%			
RDLS	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	Total	1-Oct
VPK	0	0	0	0	6	6	0	0	0	0	0	0	0	0	6	6	12	36
K	0	0	0	0	15	16	0	0	0	0	0	0	0	0	15	16	31	85
1	0	0	0	0	18	19	0	0	0	0	0	0	0	0	18	19	37	76
2	0	0	0	0	23	17	0	0	0	0	0	0	0	0	23	17	40	94
3	0	0	0	0	18	16	0	0	0	0	0	0	0	0	18	16	34	72
4	0	0	0	0	9	20	0	0	0	0	0	0	0	0	9	20	29	90
5	0	0	0	0	12	15	0	0	0	0	0	0	0	0	12	15	27	67
	0	0	0	0	101	109	0	0	0	0	0	0	0	0	101	109	210	520
Total	0		0		210		0		0		0		0					
Percent	0.00%		0.00%		40.38%		0.00%		0.00%		0.00%		0.00%		40.38%			
CENTENNIAL	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	Total	1-Oct
VPK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
K	0	0	0	0	9	5	1	0	0	0	0	0	0	0	10	5	15	50
1	0	0	1	0	7	10	1	0	0	0	0	0	0	0	9	10	19	43
2	0	0	0	0	9	7	0	0	0	0	0	0	0	0	9	7	16	43
3	0	0	0	0	7	12	1	1	0	0	0	0	0	0	8	13	21	46
4	0	0	0	0	9	7	1	0	0	0	0	1	0	0	10	8	18	47
5	0	0	0	1	5	8	0	0	0	0	0	0	0	0	5	9	14	39
	0	0	1	1	46	49	4	1	0	0	0	1	0	0	51	52	103	268
Total	0		2		95		5		0		1		0					
Percent	0.00%		0.75%		35.45%		1.87%		0.00%		0.37%		0.00%		38.43%			
SHERIDAN	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	Total	1-Oct
VPK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
K	0	0	2	0	3	8	3	0	0	0	0	0	0	0	8	8	16	65
1	0	0	0	0	6	5	3	0	0	0	0	0	0	0	9	5	14	64
2	0	0	1	1	8	5	0	4	0	0	0	2	1	0	10	12	22	77
3	0	0	2	0	4	6	1	1	0	0	0	1	1	0	8	8	16	70
4	0	0	0	0	8	6	1	2	0	0	0	1	0	0	9	9	18	59
5	0	0	1	0	4	2	1	1	0	0	1	0	1	2	8	5	13	78
	0	0	6	1	33	32	9	8	0	0	1	4	3	2	52	47	99	413
Total	0		7		65		17		0		5		5					
Percent	0.00%		1.69%		15.74%		4.12%		0.00%		1.21%		1.21%		23.97%			
STEM	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	Total	1-Oct
VPK	0	0	0	1	0	1	2	0	0	0	0	0	0	0	2	2	4	32
K	0	0	1	1	7	5	2	1	0	0	0	0	0	0	10	7	17	86
1	0	0	1	0	7	10	0	1	0	0	0	0	2	1	10	12	22	87
2	0	0	2	0	7	5	2	0	0	0	1	0	0	1	12	6	18	85
3	0	0	1	0	9	11	0	1	0	0	0	0	2	0	12	12	24	98
4	0	0	0	1	8	10	0	1	0	0	0	0	0	2	8	14	22	92
5	1	0	0	1	7	9	1	1	0	0	0	0	1	0	10	11	21	94
	1	0	5	4	45	51	7	5	0	0	1	0	5	4	64	64	128	574
Total	1		9		96		12		0		1		9					
Percent	0.17%		1.57%		16.72%		2.09%		0.00%		0.17%		1.57%		22.30%			
PRE K - Grade 5	1	1	16	9	237	254	21	16	0	0	2	5	9	6	286	291	577	1961
Total	2		25		491		37		0		7		15					
Percent	0.10%		1.27%		25.04%		1.89%		0.00%		0.36%		0.76%		29.42%			

EL Enrollment - Secondary & District-Wide

RICHFIELD PUBLIC SCHOOLS 2025-26

SCHOOL	NUMBER OF STUDENTS BY ETHNICITY																	
by Grade	AMER IND ALASKAN		ASIAN		HISPANIC		BLACK		HAWAIIAN		2 OR MORE RACES		WHITE		LEP Total			Student Count
SEC-TRANSITIONS	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	Total	1-Oct
12	0	0	1	0	1	0	0	0	0	0	0	0	0	0	2	0	2	31
Total	0		1		1		0		0		0		0					
Percent	0.00%		3.23%		3.23%		0.00%		0.00%		0.00%		0.00%		6.45%			
RMS	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	Total	1-Oct
6	0	0	0	2	28	19	0	0	0	0	0	0	2	0	30	21	51	239
7	0	0	1	0	30	15	0	0	0	0	0	0	1	0	32	15	47	230
8	0	0	1	1	35	18	1	2	0	0	0	0	1	0	38	21	59	279
	0	0	2	3	93	52	1	2	0	0	0	0	4	0	100	57	157	748
Total	0		5		145		3		0		0		4					
Percent	0.00%		0.67%		19.39%		0.40%		0.00%		0.00%		0.53%		20.99%			
RHS	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	Total	1-Oct
9	0	0	0	3	33	34	4	0	0	0	1	0	2	0	40	37	77	291
10	0	1	2	1	35	26	2	1	0	0	1	0	0	2	40	31	71	286
11	0	0	0	1	31	30	1	6	0	0	0	0	1	0	33	37	70	314
12	0	0	0	0	23	25	2	2	0	0	0	0	0	0	25	27	52	274
	0	1	2	5	122	115	9	9	0	0	2	0	3	2	138	132	270	1165
Total	1		7		237		18		0		2		5					
Percent	0.09%		0.60%		20.34%		1.55%		0.00%		0.17%		0.43%		23.18%			
RCEP	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	Total	1-Oct
9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11	0	0	0	0	4	1	0	0	0	0	0	0	0	0	4	1	5	16
12	0	0	0	0	10	5	0	0	0	0	0	0	0	0	10	5	15	65
	0	0	0	0	14	6	0	0	0	0	0	0	0	0	14	6	20	81
Total	0		0		20		0		0		0		0					
Percent	0.00%		0.00%		24.69%		0.00%		0.00%		0.00%		0.00%		24.69%			
Grade 6 - 12	0	1	5	8	230	173	10	11	0	0	2	0	7	2	254	195	449	2025
Total	1		13		403		21		0		2		9					
Percent	0.05%		0.64%		19.90%		1.04%		0.00%		0.10%		0.44%		22.17%			
PRE-K to Grade 12	1	2	21	17	467	427	31	27	0	0	4	5	16	8	540	486	1026	3986
TOTAL	3		38		894		58		0		9		24					
PERCENT	0.08%		0.95%		22.43%		1.46%		0.00%		0.23%		0.60%		25.74%			

The LEP student enrollment has increased from 24.17% to 25.74%, an increase of 1.57% since October 1, 2024.

Compensatory Enrollment Summary

Richfield Public Schools

School Years 2024-2026

October 1, 2025 Applications					SCHOOL YEAR		
					25-26	24-25	23-24
	Free	Reduced	Total F/R	Enrolled			
Richfield High	499	120	619	1165	53.1%	53.7%	59.8%
Richfield Middle	364	94	458	748	61.2%	56.9%	56.7%
STEM	244	47	291	574	50.7%	45.1%	49.6%
Centennial	169	41	210	268	78.4%	73.4%	79.3%
Sheridan Hills	184	29	213	413	51.6%	48.2%	49.8%
RDLS	188	57	245	520	47.1%	45.6%	50.5%
RCEP	49	8	57	81	70.4%	57.1%	72.1%
Central ECSE & VPK	94	12	106	186	57.0%	52.4%	57.3%
SEC Transitions	19	2	21	31	67.7%	62.5%	75.0%
District Totals	1810	410	2220	3986	55.7%	53.0%	57.2%

Compensatory Enrollment - Elementary

RICHFIELD PUBLIC SCHOOLS 2025-26

SCHOOL	NUMBER OF STUDENTS BY ETHNICITY - FR = FREE LUNCH, RE = REDUCED LUNCH																	
by Grade	AMER IND ALASKAN		ASIAN		HISPANIC		BLACK		HAWAIIAN		2 OR MORE RACES		WHITE		Compensatory Total			Student Count
Central	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**Total**	**1-Oct**
ECSE	0	0	1	0	18	1	13	1	0	0	3	0	17	1	52	3	55	103
VPK	2	0	1	0	26	7	7	1	0	0	3	0	3	1	42	9	51	83
	2	**0**	**2**	**0**	**44**	**8**	**20**	**2**	**0**	**0**	**6**	**0**	**20**	**2**	**94**	**12**	**106**	**186**
Total	**2**		**2**		**52**		**22**		**0**		**6**		**22**					
Percent	**1.08%**		**1.08%**		**27.96%**		**11.83%**		**0.00%**		**3.23%**		**11.83%**		**57.0%**			
RDLS	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**Total**	**1-Oct**
VPK	0	0	0	0	12	3	0	0	0	0	2	0	0	1	14	4	18	36
K	0	0	0	0	28	8	2	1	0	0	1	0	3	0	34	9	43	85
1	0	0	0	0	23	8	3	0	1	0	1	0	0	0	28	8	36	76
2	0	0	0	0	30	8	3	0	0	0	4	0	4	1	41	9	50	94
3	0	0	0	0	23	11	0	0	0	0	1	0	0	0	24	11	35	72
4	0	0	0	0	21	10	1	0	0	0	0	0	2	0	24	10	34	90
5	0	0	0	0	21	5	0	0	0	0	1	0	1	1	23	6	29	67
	0	**0**	**0**	**0**	**158**	**53**	**9**	**1**	**1**	**0**	**10**	**0**	**10**	**3**	**188**	**57**	**245**	**520**
Total	**0**		**0**		**211**		**10**		**1**		**10**		**13**					
Percent	**0.00%**		**0.00%**		**40.58%**		**1.92%**		**0.19%**		**1.92%**		**2.50%**		**47.1%**			
CENTENNIAL	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**Total**	**1-Oct**
VPK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
K	0	0	0	1	17	3	8	1	0	0	2	0	1	1	28	6	34	50
1	0	0	1	0	14	6	6	1	0	0	1	1	3	0	25	8	33	43
2	0	0	0	0	22	5	5	1	0	0	2	0	1	1	30	7	37	43
3	0	0	1	0	18	4	5	1	0	0	1	0	1	3	26	8	34	46
4	1	1	0	0	20	2	8	1	0	0	3	0	1	2	33	6	39	47
5	0	0	1	1	21	1	5	1	0	0	0	0	0	3	27	6	33	39
	1	**1**	**3**	**2**	**112**	**21**	**37**	**6**	**0**	**0**	**9**	**1**	**7**	**10**	**169**	**41**	**210**	**268**
Total	**2**		**5**		**133**		**43**		**0**		**10**		**17**					
Percent	**0.75%**		**1.87%**		**49.63%**		**16.04%**		**0.00%**		**3.73%**		**6.34%**		**78.4%**			
SHERIDAN	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**Total**	**1-Oct**
VPK	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
K	0	0	3	0	17	0	10	3	0	0	6	0	3	0	39	3	42	65
1	0	0	0	0	11	1	6	1	0	0	0	0	1	1	18	3	21	64
2	0	0	1	0	14	2	9	2	0	0	4	0	7	0	35	4	39	77
3	0	0	1	0	13	4	6	2	0	0	2	0	6	0	28	6	34	70
4	0	0	0	0	18	2	8	2	0	0	4	0	4	0	34	4	38	59
5	2	0	0	0	14	6	8	1	0	0	2	0	4	2	30	9	39	78
	2	**0**	**5**	**0**	**87**	**15**	**47**	**11**	**0**	**0**	**18**	**0**	**25**	**3**	**184**	**29**	**213**	**413**
Total	**2**		**5**		**102**		**58**		**0**		**18**		**28**					
Percent	**0.48%**		**1.21%**		**24.70%**		**14.04%**		**0.00%**		**4.36%**		**6.78%**		**51.6%**			
STEM	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**FR**	**RE**	**Total**	**1-Oct**
VPK	0	0	1	0	2	0	4	0	0	0	1	0	1	0	9	0	9	32
K	1	0	3	0	14	4	10	5	0	0	4	0	6	2	38	11	49	86
1	1	0	1	0	23	3	8	1	0	0	2	0	5	5	40	9	49	87
2	1	0	1	0	9	3	9	1	0	0	3	2	4	3	27	9	36	85
3	1	0	2	0	23	2	12	1	0	0	1	0	6	0	45	3	48	98
4	1	0	1	0	16	3	10	1	0	0	7	1	11	1	46	6	52	92
5	3	2	2	0	14	3	10	3	0	0	6	0	4	1	39	9	48	94
	8	**2**	**11**	**0**	**101**	**18**	**63**	**12**	**0**	**0**	**24**	**3**	**37**	**12**	**244**	**47**	**291**	**574**
Total	**10**		**11**		**119**		**75**		**0**		**27**		**49**					
Percent	**1.74%**		**1.92%**		**20.73%**		**13.07%**		**0.00%**		**4.70%**		**8.54%**		**50.7%**			
PRE K - Grade 5	**13**	**3**	**21**	**2**	**502**	**115**	**176**	**32**	**1**	**0**	**67**	**4**	**99**	**30**	**879**	**186**	**1065**	**1961**
Total	**16**		**23**		**617**		**208**		**1**		**71**		**129**					
Percent	**0.82%**		**1.17%**		**31.46%**		**10.61%**		**0.05%**		**3.62%**		**6.58%**		**54.3%**			

Compensatory Enrollment - Secondary & District-Wide

RICHFIELD PUBLIC SCHOOLS 2025-26

SCHOOL	NUMBER OF STUDENTS BY ETHNICITY - FR = FREE LUNCH, RE = REDUCED LUNCH																	
by Grade	AMER IND ALASKAN		ASIAN		HISPANIC		BLACK		HAWAIIAN		2 OR MORE RACES		WHITE		Compensatory Total			Student Count
SEC-TRANSITIONS	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	Total	1-Oct
	2	0	1	0	4	2	6	0	0	0	3	0	3	0	19	2	21	31
Total	2		1		6		6		0		3		3					
Percent	6.45%		3.23%		19.35%		19.35%		0.00%		9.68%		9.68%		67.7%			
RMS	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	Total	1-Oct
6	0	0	7	1	64	21	22	3	0	0	9	2	17	3	119	30	149	239
7	3	0	3	1	56	30	13	1	0	0	10	0	14	3	99	35	134	230
8	1	1	4	3	80	17	31	4	0	1	16	0	14	3	146	29	175	279
	4	1	14	5	200	68	66	8	0	1	35	2	45	9	364	94	458	748
Total	5		19		268		74		1		37		54					
Percent	0.67%		2.54%		35.83%		9.89%		0.13%		4.95%		7.22%		61.2%			
RHS	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	Total	1-Oct
9	2	1	4	2	76	17	27	3	0	0	9	3	14	2	132	28	160	291
10	4	0	9	2	70	18	25	2	0	0	13	3	10	4	131	29	160	286
11	2	0	3	3	77	18	25	6	0	0	14	2	10	5	131	34	165	314
12	1	0	1	0	60	20	27	6	0	0	9	2	7	1	105	29	134	274
	9	1	17	7	283	73	104	17	0	0	45	10	41	12	499	120	619	1165
Total	10		24		356		121		0		55		53					
Percent	0.86%		2.06%		30.56%		10.39%		0.00%		4.72%		4.55%		53.1%			
RCEP	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	FR	RE	Total	1-Oct
9	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
10	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
11	0	0	0	0	5	2	4	0	0	0	0	0	1	0	10	2	12	16
12	0	0	0	0	25	5	9	1	0	0	0	0	5	0	39	6	45	65
	0	0	0	0	30	7	13	1	0	0	0	0	6	0	49	8	57	81
Total	0		0		37		14		0		0		6					
Percent	0.00%		0.00%		45.68%		17.28%		0.00%		0.00%		7.41%		70.4%			
Grade 6 - 12	15	2	32	12	517	150	189	26	0	1	83	12	95	21	931	224	1155	2025
Total	17		44		667		215		1		95		116					
Percent	0.84%		2.17%		32.94%		10.62%		0.05%		4.69%		5.73%		57.0%			
PRE-K to Grade 12	28	5	53	14	1019	265	365	58	1	1	150	16	194	51	1810	410	2220	3986
TOTAL	33		67		1284		423		2		166		245					
PERCENT	0.83%		1.68%		32.21%		10.61%		0.05%		4.16%		6.15%		55.7%			

The percent of students on Free/Reduced lunch has increased from 53.0% to 55.7%, an increase of 2.7% since October 1, 2024.

RICHFIELD PUBLIC SCHOOLS

Enrollment Options - Summary by District and by Grade Level 2025-26

DISTRICT	PreK		K		1		2		3		4		5		6		7		8		9		10		11		12		TOTAL	
	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT
Anoka								0		0		0	1	0		0		0	1	0		0		0		0		0	2	0
Bloomington	13	4	18	6	18	10	8	16	16	10	10	6	14	12	15	9	16	17	12	16	19	35	14	33	26	25	28	35	227	234
Brooklyn Center								0		0		0		0		0		0		0		1		0	1	0		0	1	1
Burnsville	4		1		7		2	2	3	1	8	1	4	3	4	1	4	2	3		2		0	1	1		4	1	47	12
Eastern Carver	1			1																									1	1
Eden Prairie	1			1		1		2	1	1		2	2	1		2		1		2		2		2		2	1	3	5	22
Edina	7	2	1	28		23	1	21		15		30		15	1	17	2	26	1	18	3	20	1	29	2	16	3	30	22	290
Farmington	4						1				1								1										7	0
Fergus Falls																												2	0	2
Fridley									1		1																		2	0
Hastings					1																								1	0
Hendricks																										1			0	1
Hopkins			3	1	1			1	2	1	1	1	2			1	1		1	1								1	11	7
Houston														1		1		2				1		1					0	6
Inver Grove Hghts													1						2	1									3	1
Lakeville			1		1		1	1		1	1		1												1			2	6	4
Minneapolis	6		25	3	18	7	16	5	20	8	27	4	16	8	13	4	8	4	21	2	25	3	17	6	34	7	30	16	276	77
Minnetonka		1		2		3		1				3				1		2						1		1			0	15
Moundsview										1				1								1						1	0	4
Osseo	2				1	1		1	1							1			4				1				2		11	3
Princeton																						1							0	1
Prior Lake								2		2		1				1			1	1						1			1	8
Robbinsdale	1					1					4								1		1		1			1			8	2
Rockford																											1		1	0
Rosemount	1		5		3	1	5		4	1	3	1	1			1		1		1				3	1	2		5	23	16
Roseville													1																1	0
SEC Academy-287																						1				8		13	0	22
Shakopee			2		1		1																1				1	1	6	1
South Washington	1		1																									1	2	1
Spring Lake Park																						1							0	1
St Louis Park					1						2		2						1									1	6	1
St Paul			2		2	2	1	3		3		2	2	1	1	1	2	1	2			1		2			1	1	13	17
St Paul - South	1		1					1							1				1								1		5	1
St Paul - West								1	1									1		1		1		1	1	2			2	7
Wayzata									1			1	1			1													2	2
White Bear Lake					1						1	1	1			1					1								4	2
	42	7	60	42	55	49	36	57	50	44	59	53	49	42	35	42	33	57	52	43	51	68	35	79	67	66	72	113	696	762

"In" means a student coming in from another district - attending Richfield.
"Out" means a Richfield resident - attending another district.

RICHFIELD PUBLIC SCHOOLS

Enrollment Options History School Years 2016 - 2026

	15-16		16-17		17-18		18-19		19-20		20-21		21-22		22-23		23-24		24-25		25-26	
	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT	IN	OUT
Pre-K - Grade 2 Total	169	131	160	132	151	145	139	140	142	139	169	143	179	125	196	156	215	130	175	138	193	155
Difference, "In" minus "Out"	38		28		6		-1		3		26		54		40		85		37		38	
Grade 3-5 Total	142	134	162	155	177	157	158	160	145	143	125	144	153	118	150	144	160	134	163	137	158	139
Difference, "In" minus "Out"	8		7		20		-2		2		-19		35		6		26		26		19	
Grade 6-8 Total	81	90	103	119	126	151	146	159	148	167	149	145	136	124	139	147	126	131	131	146	120	142
Difference, "In" minus "Out"	-9		-16		-25		-13		-19		4		12		-8		-5		-15		-22	
Grade 9 - 12 Total	196	228	192	258	203	274	191	302	194	320	180	322	235	328	279	452	308	331	237	358	225	326
Difference, "In" minus "Out"	-32		-66		-71		-111		-126		-142		-93		-173		-23		-121		-101	
Total Difference	5		-47		-70		-127		-140		-131		8		-135		83		-73		-66	

NOTES:

(A) "In" means a student coming in from another district - attending Richfield.

(B) "Out" means a Richfield resident attending another district.

RICHFIELD RESIDENTS ATTENDING CHARTER SCHOOLS - School Years 2024-2026																		
Name of School	**City**	**PreK**	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**25-26**	**24-25**	**23-24**
Academias La Paz	St Paul											2				2	1	0
Agamin Classical Acad.	Edina			1	2	3	1		1	1	1					10	14	10
Aim Academy	Minneapolis									1		1	1	1	2	6	6	2
Athlos Leadership Acad.	Brooklyn Park															0	0	1
Augsburg Fairview Acad.	Minneapolis											1		2		3	1	1
Aurora Charter School	Minneapolis					1			1		1					3	5	5
Avalon School	St. Paul									1			1	1		3	1	1
Best Academy	Golden Valley						1									1	3	2
Blue Sky Charter	St. Paul									1				1	1	3	2	2
Bultum Acaemy	Columbia Heights	1	1		2		2	1								7	3	1
City Academy	St Paul															0	1	0
Compass Academy	St Paul															0	0	5
Cosmos Montessori	Minneapolis															0	0	2
Cyber Village Academy	St. Paul				1							1	2	1		5	3	2
Eagle Ridge Academy	Eden Prairie		5	4	3	4	6	4	2	1	3	2	2	4	4	44	37	45
Edvisions Charter	Henderson															0	0	1
Escuela Exitos Charter	New Hope															0	0	1
Excell Academy Charter	Brooklyn Park															0	1	1
FIT Academy	Apple Valley			1												1	6	9
Friendship Academy	Minneapolis		1		1		1	1			1					5	2	3
Gateway STEM Academy	Burnsville															0	2	0
Great Oaks Academy	Farmington				1											1	1	1
Great River School	St. Paul			1		1		1								3	1	2
Hennepin Schools	Minneapolis		1	1			1		1	1						5	16	13
Higher Ground Academy	St. Paul			1							1	1				3	6	6
Hiawatha Academies	Minneapolis		3	3			6	3	5	7	10	7	8	5	4	61	68	70
Horizon Science Academy	Richfield			3	3	1	1	3	3	2	2					18	27	19
International Spanish Acad.	Minnetonka	1	6	5	6	5	3	1								27	23	17
Jennings Community	St Paul															0	1	0
Lincoln International Sch.	Minneapolis											2				2	0	2
Lionsgate Academy	Crystal											1		1	1	3	5	6
LoveWorks Academy	Minneapolis															0	0	3
MN Math & Science	St Paul				1						1	1				3	4	1
MN Online High School	St. Paul														1	1	0	3
MN Transitions Charter	Minneapolis				1		2		1	3		4	2	2	12	27	24	25
Nasha Shkola Charter	Brooklyn Park															0	1	1
New Century School	St. Paul	4	5	3	4	3	1	4	4	2	5					35	7	2
Notre Ecole Academy	Golden Valley		1				1									2	2	2
Nova Classical Acad.	St. Paul				1	1			1				1			4	5	4
Partnership Academy	Richfield	10	13	14	12	18	14	12	19	23	20					155	161	158
PIM Arts High Sch.	Eden Prairie											1	1	1	5	8	10	10

RICHFIELD RESIDENTS ATTENDING CHARTER SCHOOLS - School Years 2024-2026																		
Prodeo Academy	Minneapolis			1												1	1	1
SciTech Academy	Richfield		2	2	2	3	3	1	2		3					18	27	30
Seven Hills Prep Academy	Richfield/Burnsville		22	26	26	24	26	36	29	23	37					249	283	317
Skyline Math & Science	Minneapolis															0	1	0
Southside Family Charter	Minneapolis															0	0	1
Spero Academy	Minneapolis		1	1			1	1								4	4	5
St. Paul Conservatory	St. Paul												2			2	1	2
St.Paul Schl of North Lights	St. Paul						1									1	0	0
Step Academy Charter	Inver Grv Hgts					1		2			1	2	1	1	1	9	7	7
StoneBridge World Sch.	Minneapolis						2	1								3	4	8
Success Academy	Bloomington		1		1	2	2	1	2	1	5					15	4	11
The Journey School	St. Paul															0	0	2
TC German Immersion	St Paul			1	1											2	1	0
Twin Cities Intl Schools	Minneapolis															0	1	1
Ubah Medical Academy	Minneapolis											1	1	2	4	8	4	4
Universal Academy	Minneapolis	1														1	0	0
Upper Mississippi Acad.	St Paul-Closed															0	0	2
Venture Academy	Minneapolis										1			1		2	2	1
Watershed Academy	Richfield											3	1	3	6	13	16	21
Yinghua Academy	Minneapolis					1										1	1	1
Total Students		**17**	**62**	**68**	**68**	**68**	**75**	**72**	**71**	**67**	**92**	**30**	**23**	**26**	**41**	**780**	**807**	**853**

RICHFIELD RESIDENTS ATTENDING NON-PUBLIC SCHOOLS - School Years 2023-2026																		
Name of School	**City**	**PreK**	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**25-26**	**24-25**	**23-24**
Academy of Holy Angels	Richfield											13	19	9	24	65	71	74
AgapeChristi Academy	Eden Prairie		1													1	0	0
Al-Amal School	Fridley															0	3	0
Annunciation	Minneapolis		5	3	3	1	4	2	4	2	1					25	21	19
Avail Academy (Calvin)	Edina				2		1				2					5	5	6
Baitul Hikmah Academy	Prior Lake			1		1					1					3	3	7
Benilde-St. Margaret	St. Louis Pk															0	2	4
Blake	Hopkins		1					3				1				5	1	1
Blessed Trinity	Richfield	11	11	19	14	9	14	13	16	20	22					149	115	135
Bloomington Lutheran	Bloomington			2				1								3	5	0
Breck	Minneapolis		1						1			1				3	3	2
Carondelet Catholic School	Minneapolis			1	1							1				3	3	0
Cesar Chavez Academia	St Paul															0	1	0
Chesterton Academy	Hopkins													1		1	2	2
City of Lakes Waldorf Schools	Minneapolis		1			1										2	0	0
Concordia Academy	Minneapolis															0	2	2
Cristo Rey	Minneapolis											11	8	8	3	30	28	36
Crown of Life Lutheran	W St Paul				1			1								2	0	0
DeLaSalle	Minneapolis											4	1	4	5	14	14	12
First Baptist	Rosemount							1					1			2	2	2
Fourth Baptist Christian	Plymouth				1	1		2	1	1	1					7	5	5
Groves Academy	St. Louis Pk								1		1			2		4	5	5
Hikmah Academy	Burnsville		1		1	1	1									4	3	2
Holy Family Catholic HS	Victoria												1			1	0	0
Homeschool	Richfield		2	1	15	10	15	6	9	9	5	9	6	8	9	104	90	94
Hope Academy	Minneapolis						1		3	2				1	2	9	0	2
The International School	Eden Prairie		1										1			2	1	2
Maplewood Academy	Hutchinson												1			1	0	1
Minnehaha Academy	Minneapolis	1	1	1	2	1			1		2	2	3	2	3	19	17	13
Nativity of Mary	Bloomington	1	1		1	1	2	1	1	1	1					10	8	5
Our Lady of Grace	Edina			2		1			1	1	1					6	6	0
Providence Academy	Plymouth															0	0	1

RICHFIELD RESIDENTS ATTENDING NON-PUBLIC SCHOOLS - School Years 2023-2026																		
Name of School	**City**	**PreK**	**K**	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**25-26**	**24-25**	**23-24**
Southwest Christian	Chaska													1		1	1	2
St. Croix Lutheran	W St Paul															0	1	2
St Paul Academy & Summit	St Paul											1			1	2	2	0
St Peter Claver Catholic School	St Paul				1					1						2	0	0
St Thomas Academy	Mendota Hgts								1			2	2	1	1	7	4	0
Totino Grace HS	Fridley														1	1	1	0
Trinity School @ River Ridge	Eagan									1						1	1	0
United Christian (Bethany)	St Paul		1	1	1		3		1		1	2		3		13	13	16
Visitation	St Paul										1		1		1	3	3	0
Total Students		**13**	**27**	**31**	**43**	**27**	**41**	**30**	**40**	**38**	**38**	**47**	**43**	**40**	**49**	**507**	**439**	**453**

School Year	**2014-15**	**2015-16**	**2016-17**	**2017-18**	**2018-19**	**2019-20**	**2020-21**	**2021-22**	**2022-23**	**2023-24**	**2024-25**	**2025-26**
Open Enrollment (out)	583	583	664	727	761	769	754	695	899	726	779	762
Charter + Non Public (out)	876	942	1,022	1,078	1,061	1,151	1,176	1,229	1,243	1,306	1,246	1,287
TOTAL Resident **OUT**	1,459	1,525	1,686	1,805	1,822	1,920	1,930	1,924	2,142	2,032	2,025	2,049
RPS Enrollment	4,396	4,302	4,381	4,401	4,330	4,277	4,186	4,183	4,148	4,073	4,117	3,986
Open Enrollment (in)	592	588	617	657	634	629	623	703	764	809	706	696
TOTAL Richfield Resident												
Students **IN** RPS	3,804	3,714	3,764	3,744	3,696	3,648	3,563	3,480	3,384	3,264	3,411	3,290
TOTAL Richfield												
Resident Students	5,263	5,239	5,450	5,549	5,518	5,568	5,493	5,404	5,526	5,296	5,436	5,339
"Market Share"	72.28%	70.89%	69.06%	67.47%	66.98%	65.52%	64.86%	64.40%	61.24%	61.63%	62.75%	61.62%


Enriching and accelerating learning
RICHFIELD
PUBLIC SCHOOLS
Prekindergarten Programming
For the 2026-2027 School Year
Director of Elementary Education Rachel Gens
Director of Community Education Amy Skare-Klecker
Enriqueciendo y aceleranado el aprendizaje

Current 2025-2026 Offerings

RICHFIELD PUBLIC SCHOOLS

State PreK regulations fund at 1 teacher and 1 paraprofessional for a classroom capped at 20 students.

Current offerings (at capacity):

- Half-day PreK (2.5 hours, 5 days/week): 9 sections serving 180 students
  - RDLS: 2 sections (40 students)
  - R-STEM: 2 sections (40 students)
  - Central: 5 sections (100 students)
- Half-day Preschool for 3's (2.5 hours, 2-3 days/week):
  - Central: 5 sections (90 students)
- Half-day PreK was also offered at Centennial & Sheridan but did not fill

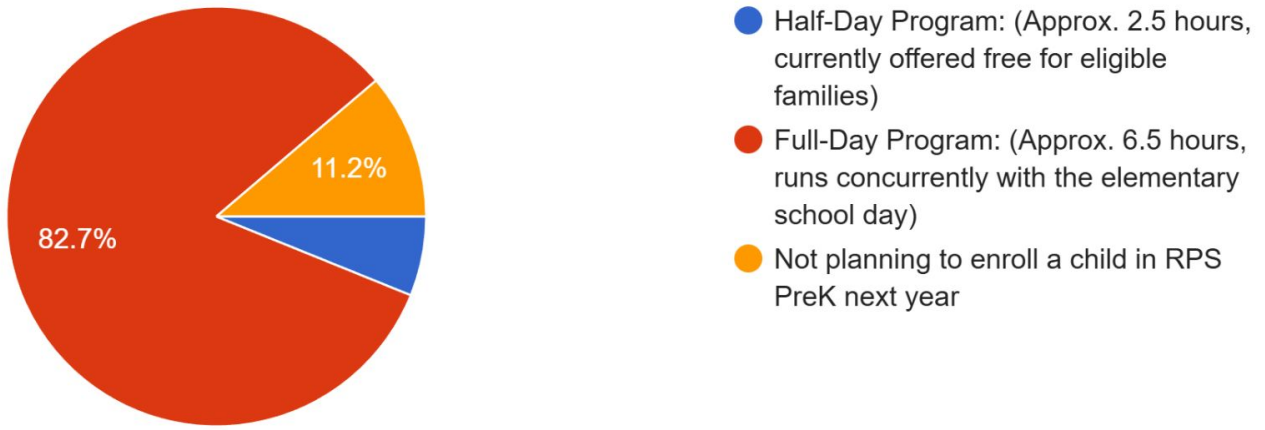
The state-level changes to VPK requirements allow us the flexibility to charge fees for full-day programming, which was not allowable prior to this year.

Survey Results

- Preschool survey completed in December - 98 responses
- Sent to Richfield families with a child who will be 4-years-old next year (based on census and other data) and published on our website and social media
- 83% of respondents were most interested in a full-day program
- 63% of respondents indicated willingness to pay for a full-day option

Which PreK program option are you most interested in for the 2026-27 school year? (Please select one.)

98 responses



Plan for 2026-2027

RICHFIELD PUBLIC SCHOOLS

Full-day PreK will run concurrently with the elementary school day.

- Full-day PreK (6.5 hours, 5 days/week): 4 sections (80 students)
  - CENT: 1 section (20 students)
  - RDLS: 1 section (20 students)
  - R-STEM: 1 section (20 students)
  - SH: 1 section (20 students)
- Half-day PreK (2.5 hours, 5 days/week):
  - Central: 4 sections (80 students)
- Half-day Preschool for 3's (2.5 hours, 2-3 days/week):
  - Central: 4 sections (72 students)

Benefits of Plan for 2026-2027

RICHFIELD PUBLIC SCHOOLS

- Full-day programs at elementary schools are a good match for families
- No midday transportation for elementary school programs (cost savings for General Fund/transportation)
- Consistent programming with equal offerings at each elementary site
- Allows for full-day immersion program (RDLS) and half-day Spanish enrichment option (Central)
- Would promote PreK as a part of the school at elementary sites with fewer student transitions between schools - more inclusive community

Considerations for 2026-27 Plan

RICHFIELD PUBLIC SCHOOLS

- Need to hire additional preschool teachers (between 1-1.5 FTE) and paraprofessionals (between 1-1.3 FTE)
- Need to plan for prep time coverage (0.8 FTE across the District)
- Increased admin support for management of full-day programs
- Before and after school care is not included

Prekindergarten Fee Scale 2026-2027

RICHFIELD PUBLIC SCHOOLS

- Full-day PreK, 5 days per week, full price: **$800 per month**
- Full-day PreK, 5 days per week, discounted price (for those qualifying for VPK): **$430 per month**
- Half-day PreK, 5 days per week, full price: **$370 per month** (no change from last year)
- Half-day PreK, 5 days per week, discounted price (for those qualifying for VPK): **$0** (no change from last year)
- Students qualify for VPK by being eligible for educational benefits, showing academic risk factors, and/or other risk factors.
- There is also a sliding scale fee option and some opportunities for full scholarships. The full sliding scale fee chart is included in the board packet.
- Approximately 50% of available seats will be reserved for students who qualify for early learning scholarships. The remaining 50% of spots will be open to the broader community and filled on a first-come, first-served basis. If all spots are filled, additional applicants will be placed on a waitlist.

Enriching and accelerating learning

RICHFIELD
PUBLIC SCHOOLS

Questions?

Enriqueciendo y acelerando el aprendizaje

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

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

Subject: Routine Matters

(Recommended by the superintendent)

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

Attachments:

1. Minutes of the Regular Meeting held December 15, 2025
   - Disbursements from the December 15, 2025 Meeting
   - Checks & E-pay Register from the December 15, 2025 Meeting
   - Superintendent's Report and Agenda Meeting Minutes from December 15, 2025
2. General Disbursements as of 12/29/25 in the Amount of $1,413,605.20
   - Disbursements for the January 5, 2026 Meeting
   - Checks & E-pay Register for the January 5, 2026 Meeting
3. Investment Holdings
   - Investment Holdings as of December 19, 2025

CHECKS & EPAYS
12/15/2025 BOARD REPORTS

BANK 05	DATE	AMOUNT
Checks	11/26/2025	487,474.14
	12/3/2025	221,462.71
	12/8/2025	6,857.40
E-Pays	12/4/2025	4,407.94

CHECK REGISTER BANK 05 TOTAL =	**720,202.19**

BREAKDOWN	
01-206-00	315,650.69
02-206-00	63,598.61
03-206-00	199,011.17
04-206-00	7,588.01
06-206-00	20,000.00
07-206-00	-
18-206-00	-
20-206-00	114,353.71
21-206-00	
47-206-00	
BANK TOTAL =	**720,202.19**

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	317145	11/26/2025	ANTHOLOGIE, LLC	R	1,320.00
01	317146	11/26/2025	BERRY COFFEE COMPANY INC.	R	135.92
01	317147	11/26/2025	BLY, JACK	R	68.00
01	317148	11/26/2025	BOARD OF SCHOOL ADMINISTRATORS	R	2,050.00
01	317149	11/26/2025	BOTSFORD CODY W	R	36.30
01	317150	11/26/2025	BRINK'S INCORPORATED	R	2,618.36
01	317151	11/26/2025	CESO FINANCE, LLC	R	15,225.00
01	317152	11/26/2025	CITY OF RICHFIELD	R	1,323.26
01	317153	11/26/2025	CONSORTIUM ON REACHING EXCELL IN ED	R	952.00
01	317154	11/26/2025	CRISIS PREVENTION INSTITUTE INC	R	200.00
01	317155	11/26/2025	EGAN DANIEL	R	68.00
01	317156	11/26/2025	ETTEL & FRANZ ROOFING CO	R	11,239.00
01	317157	11/26/2025	FRONTIER TRANSPORTATION SRVCS, LLC	R	192,830.00
01	317158	11/26/2025	GROTH MUSIC COMPANY	R	168.57
01	317159	11/26/2025	GROUP HEALTH NON-PATIENT A/R	R	5,797.50
01	317160	11/26/2025	HOLT JAMES B JR	R	97.00
01	317161	11/26/2025	HOOKS, DESMOND	R	97.00
01	317162	11/26/2025	HUMPHREYS, MICHAEL	R	97.00
01	317163	11/26/2025	IDEAL ENERGIES SOLAR LEASE 2021,LLC	R	7,937.49
01	317164	11/26/2025	INTERMEDIATE DISTRICT 287	R	1,139.06
01	317165	11/26/2025	JEFF SCHAD IMAGERY	R	500.00
01	317166	11/26/2025	JW PEPPER & SON INC	R	591.83
01	317167	11/26/2025	KELSEY CHARLEMAGNE	R	120.00
01	317168	11/26/2025	KEMPS LLC	V	0.00
01	317169	11/26/2025	KEMPS LLC	R	4,852.68
01	317170	11/26/2025	KINECT ENERGY INC	R	30,442.27
01	317171	11/26/2025	LEARNING ALLY	R	2,599.00
01	317172	11/26/2025	NO TEARS LEARNING, INC	R	400.29
01	317173	11/26/2025	LEXIA LEARNING SYSTEMS LLC	R	501.59
01	317174	11/26/2025	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	4,686.90
01	317175	11/26/2025	LOFFLER COMPANIES	R	202.00
01	317176	11/26/2025	LUND, SARAH	R	230.00
01	317177	11/26/2025	MASSP-MN ASSOCIATION	R	984.00
01	317178	11/26/2025	MAXORPLUS, LTD	R	70,005.08
01	317179	11/26/2025	ME-ME'S THINGS, LLC	R	940.00
01	317180	11/26/2025	METRO TRANSIT	R	388.00
01	317181	11/26/2025	MPLS ROOSEVELT/HERITAGE ACADMY COOP	R	250.00
01	317182	11/26/2025	MV VENTURES MANAGEMENT, LLC	R	3,750.00
01	317183	11/26/2025	NORTH ST PAUL HIGH SCHOOL	R	250.00
01	317184	11/26/2025	NOVAK JANICE SOPHIE	R	60.00
01	317185	11/26/2025	OKEY CHRIS	R	42.10
01	317186	11/26/2025	PAN O GOLD BAKING CO	R	665.64
01	317187	11/26/2025	POVOLNY KATHLEEN IGOE	R	108.00
01	317188	11/26/2025	PROPIO LS, LLC	R	618.91
01	317189	11/26/2025	RICHFIELD ICE ARENA	R	4,410.00
01	317190	11/26/2025	RYAN JEANNIE M	R	1,111.94
01	317191	11/26/2025	SNA-SCHOOL NUTRITION	R	34.00
01	317192	11/26/2025	STARK MOLLY	R	42.10

01	317193	11/26/2025	SWANK MOTION PICTURES, INC.	R	1,668.00
01	317194	11/26/2025	TRI CITY UNITED	R	250.00
01	317195	11/26/2025	TRIO SUPPLY COMPANY	R	3,888.74
01	317196	11/26/2025	UPPER LAKES FOODS	R	38,699.86
01	317197	11/26/2025	US POWER BID	R	1,073.50
01	317198	11/26/2025	VERNON COMPANY	R	362.80
01	317199	11/26/2025	VSP INSURANCE CO. (CT)	R	3,511.87
01	317200	11/26/2025	XCEL ENERGY	R	65,833.58
01	317201	12/03/2025	ALL STATE COMMUNICATIONS LLC	R	1,765.00
01	317202	12/03/2025	ANNIES FROZEN YOGURT	R	27.00
01	317203	12/03/2025	BCN TELECOM, INC TBS	R	933.32
01	317204	12/03/2025	BESSER WELDING & FABRICATION	R	1,400.00
01	317205	12/03/2025	BIO CORPORATION	R	492.67
01	317206	12/03/2025	BRAND FARMS	R	1,740.00
01	317207	12/03/2025	CDW GOVERNMENT INC	R	13,947.70
01	317208	12/03/2025	CINTAS CORPORATION NO 2	R	170.31
01	317209	12/03/2025	CITY OF RICHFIELD	R	14,642.84
01	317210	12/03/2025	CONTINENTAL RESEARCH CORP	R	816.41
01	317211	12/03/2025	CURRICULUM ASSOCIATES, LLC	R	16,458.75
01	317212	12/03/2025	DELEGARD TOOL COMPANY	R	209.64
01	317213	12/03/2025	EAGAN HIGH SCHOOL	R	900.00
01	317214	12/03/2025	ECM PUBLISHERS INC	R	375.00
01	317215	12/03/2025	ECSI	R	290.00
01	317216	12/03/2025	WW GRAINGER INC	R	761.34
01	317217	12/03/2025	H&B SPECIALIZED PRODUCTS INC	R	2,500.00
01	317218	12/03/2025	HAWKINS INC	R	1,181.46
01	317219	12/03/2025	HILLYARD MINNEAPOLIS	R	3,529.10
01	317220	12/03/2025	ICS CONSULTING, LLC - 138006	R	20,000.00
01	317221	12/03/2025	IIX INSURANCE INFORMATION EXCHANGE	R	45.80
01	317222	12/03/2025	IMPROVE YOUR TOMORROW, INC.	R	2,000.00
01	317223	12/03/2025	INSTITUTE FOR ENVIROMENTAL	R	3,326.00
01	317224	12/03/2025	INTERMEDIATE DISTRICT 287	R	11,591.58
01	317225	12/03/2025	INTERSTATE ALL BATTERY CENTER	R	478.44
01	317226	12/03/2025	JW PEPPER & SON INC	R	127.99
01	317227	12/03/2025	KEMPS LLC	R	1,096.20
01	317228	12/03/2025	KINECT ENERGY INC	R	569.00
01	317229	12/03/2025	KREMER SERVICES LLC	R	1,859.01
01	317230	12/03/2025	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	1,593.32
01	317231	12/03/2025	LOFFLER COMPANIES	R	132.06
01	317232	12/03/2025	MATRIX COMMUNICATIONS, INC	R	21,236.50
01	317233	12/03/2025	MAXORPLUS, LTD	R	44,348.63
01	317234	12/03/2025	MCDONOUGH'S SEWER SERVICES, INC.	R	1,184.15
01	317235	12/03/2025	METROPOLITAN MECHANICAL CONTRACTORS	R	23,332.44
01	317236	12/03/2025	MIDWEST BUS PARTS INC	R	139.32
01	317237	12/03/2025	NAPA AUTO PARTS	R	54.74
01	317238	12/03/2025	NEI ELECTRIC, INC.	R	950.97
01	317239	12/03/2025	NORTH CENTRAL INTERNATIONAL, LLC	R	521.90
01	317240	12/03/2025	PROFESSIONAL WIRELESS COMMUNICATION	R	449.60
01	317241	12/03/2025	PUBLIC EMPLOYEES RETIREMENT ASSOC	R	2,295.15

01	317242	12/03/2025	READING & MATH, INC	R	2,000.00
01	317243	12/03/2025	SCOPETEKK INC.	R	200.00
01	317244	12/03/2025	SHERWIN WILLIAMS CO	R	55.56
01	317245	12/03/2025	THREE RIVERS PARK DISTRICT	R	1,035.00
01	317246	12/03/2025	TRANSPORTATION PLUS, INC.	R	60.00
01	317247	12/03/2025	TRIO SUPPLY COMPANY	R	383.25
01	317248	12/03/2025	TRUE NORTH WATER TREATMENT	R	12,146.94
01	317249	12/03/2025	USI INC	R	114.12
01	317250	12/03/2025	VARSITY SPIRIT FASHION	R	5,994.50
01	V2600476	12/04/2025	MATTHEW ARNOLD	R	70.00
01	V2600477	12/04/2025	MICHELLE L AXELL	R	70.00
01	V2600478	12/04/2025	BRADLEY BADOUR	R	40.00
01	V2600479	12/04/2025	ERICA T BARLOW	R	70.00
01	V2600480	12/04/2025	NIKOLAS BAUZA	R	40.00
01	V2600481	12/04/2025	ELEANOR CARR	R	66.92
01	V2600482	12/04/2025	MARY L CLARKSON	R	70.00
01	V2600483	12/04/2025	BRIT L EISELE	R	342.20
01	V2600484	12/04/2025	PETER J FITZPATRICK	R	40.00
01	V2600485	12/04/2025	YVETTE GARCIA	R	70.00
01	V2600486	12/04/2025	RACHEL GENS	R	70.00
01	V2600487	12/04/2025	AREND J GEURINK	R	70.00
01	V2600488	12/04/2025	CHRISTINA M GONZALEZ	R	70.00
01	V2600489	12/04/2025	AMY E HAGER	R	70.00
01	V2600490	12/04/2025	KEVIN D HARRIS	R	40.00
01	V2600491	12/04/2025	MICHAEL G HARRIS	R	70.00
01	V2600492	12/04/2025	LANA HENDRICKS LEUNING	R	40.00
01	V2600493	12/04/2025	JONATHAN W HEYER	R	70.00
01	V2600494	12/04/2025	JAMES L HILL	R	40.00
01	V2600495	12/04/2025	JESSICA M HOFFMAN	R	40.00
01	V2600496	12/04/2025	CRAIG D HOLJE	R	70.00
01	V2600497	12/04/2025	ERIN M HUBER	R	101.04
01	V2600498	12/04/2025	DANIEL E KRETSINGER	R	27.12
01	V2600499	12/04/2025	JENNIFER KRUEGER	R	70.00
01	V2600500	12/04/2025	ANOOP KUMAR	R	40.00
01	V2600501	12/04/2025	HEATHER LEBEAU	R	20.99
01	V2600502	12/04/2025	JOHN M LORENZINI	R	70.00
01	V2600503	12/04/2025	DAVANAND MAHADEO	R	40.00
01	V2600504	12/04/2025	COLLEEN M MAHONEY	R	70.00
01	V2600505	12/04/2025	MICHAEL A MANNING	R	160.87
01	V2600506	12/04/2025	DANIEL P MCGINN	R	40.00
01	V2600507	12/04/2025	DOUG R MCMEEKIN	R	70.00
01	V2600508	12/04/2025	KENT D MEYER	R	70.00
01	V2600509	12/04/2025	KATRINA L MORGAN	R	40.00
01	V2600510	12/04/2025	ERIN H NEILON	R	142.48
01	V2600511	12/04/2025	STEPHANIE NICHOLS	R	45.00
01	V2600512	12/04/2025	ZHERYL Z O'CONNELL	R	82.00
01	V2600513	12/04/2025	ROBERT G OLSON	R	40.00
01	V2600514	12/04/2025	LAURA B OTTERNESS	R	70.00
01	V2600515	12/04/2025	JILL K PETERSEN	R	15.26

01	V2600516	12/04/2025	CHRISTOPHER A PETERSON	R	70.00
01	V2600517	12/04/2025	CASSANDRA QUAM	R	70.00
01	V2600518	12/04/2025	LAURA RAMSBORG	R	70.00
01	V2600519	12/04/2025	RENEE C REED-KARSTENS	R	40.00
01	V2600520	12/04/2025	ISRAEL RUBIO SEGURA	R	90.00
01	V2600521	12/04/2025	JACQUELINE SANCHEZ VIDAL	R	55.79
01	V2600522	12/04/2025	HEIDI SAVATDY	R	70.00
01	V2600523	12/04/2025	CHRISTIAN SCHEMPP	R	40.00
01	V2600524	12/04/2025	AMY B SKARE-KLECKER	R	70.00
01	V2600525	12/04/2025	THOMAS SONG	R	88.20
01	V2600526	12/04/2025	JUSTIN STEELE	R	70.00
01	V2600527	12/04/2025	STACY THEIEN-COLLINS	R	70.00
01	V2600528	12/04/2025	RICKY THOMPSON	R	40.00
01	V2600529	12/04/2025	VLADIMIR S TOLEDO	R	40.00
01	V2600530	12/04/2025	STEVEN P UNOWSKY	R	270.00
01	V2600531	12/04/2025	CARRIE A VALA	R	70.00
01	V2600532	12/04/2025	JENNIFER K SMITH	R	70.00
01	V2600533	12/04/2025	REBECCA S WALD	R	40.00
01	V2600534	12/04/2025	ALEXANDER WARD	R	70.00
01	V2600535	12/04/2025	MICHELLE R WHITESIDE	R	120.07
01	V2600536	12/04/2025	KASYA L WILLHITE	R	70.00
01	V2600537	12/04/2025	KELLY L WOODS	R	70.00
01	317251	12/08/2025	JOSE MANUEL SANCHEZ-CASTILLO	R	6,857.40
			TOTAL CHECKS & EPAY RIGISTER		**720,202.19**

SUPERINTENDENT'S REPORT AND AGENDA

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

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

Monday, December 15, 2025
7 p.m. School Board Meeting

I. CALL TO ORDER

The regular meeting of the board of education of ISD 280, Hennepin County, Richfield, Minnesota was held on Monday, December 15, 2025 in the boardroom at the Richfield Public Schools District Office. Chair Carter called the regular board meeting to order at 7 p.m. with the following school board members in attendance: Banks Kupcho, Cole, Liss, Pollis and Spencer.

Administrators present were Superintendent Unowsky, Senior Executive Officer Clarkson and Senior Executive Officer Holje. Student representative Vanessa Rosas Miguel was also present.

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. INFORMATION AND PROPOSALS - NON-ACTION ITEMS

A. Public Comment
B. Superintendent Update
    1. Audit Report
    2. Comprehensive Achievement and Civic Readiness Report
    3. Achievement and Integration Presentation
    4. Reminder About Board Reorganization in January
C. Commendations

Motion by Pollis, seconded by Cole, and unanimously carried, the board moved into recess at 8:25 p.m. Chair Carter called the meeting back to order at 8:37 p.m.

IV. CONSENT AGENDA

A. Routine Matters
    1. Minutes of the Regular Meeting held December 1, 2025
    2. General Disbursements as of 12/8/25 in the Amount of $720,202.19
    3. Investment Holdings
B. Personnel Items

Classified Full-Time Food & Nutrition Services for Employment
Edith Rosas - Kitchen Assistant – Richfield Middle School

Effective: 12/15/2025

Classified Part-Time Food & Nutrition Services for Employment
Lindsay Jacobs - Kitchen Assistant – Centennial Elementary
Effective: 12/15/2025

Classified Full-Time Paraprofessional for Employment
Clinton Parker - Campus Supervisor – Richfield Middle School
Effective: 12/16/2025

Classified Part-Time Paraprofessional for Employment
Atzin Montes Sosa – Instructional – Centennial Elementary
Effective: 01/05/2026
Olivia Gredler – Instructional – Central Education Center
Effective: 01/05/2026

Classified Part-Time Outreach Worker for Employment
Atzin Montes Sosa - Bilingual Outreach Worker – Centennial Elementary
Effective: 12/01/2025

Classified Full-Time Facilities & Transportation Reclassification
Jany Johany Giacomotti Francia - Night Lead – Richfield Middle School
Effective: 11/24/2025

Classified Full-Time Paraprofessional Resignation
Mariia Trotsiuk - Special Education – Richfield Middle School
Effective: 12/19/2025
Years of Service: 1

Classified Part-Time Facilities & Transportation Resignation
Robert Sunderlin - Bus Driver – Garage
Effective: 10/09/2025
Years of Service: 7

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

V. OLD BUSINESS

A. Policy 116: Equity & Administrative Guideline 116.1 - third read

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

B. Policy 651: Athletics and Activity Program & Administrative Guidelines 651.1 & 651.2 - second read
C. Policy 978: Passes to Athletic Contests and Other School Activities - second read
D. Policy 407: Leaves of Absence - second read

E. Draft RPS Legislative Platform 2026 - second read

VI. NEW BUSINESS

A. Resolution Accepting 2024-2025 Audit Report

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

B. Management Team Handbook 2025-2027

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

C. Classified Management Team Handbook 2025-2027

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

D. Polling Places for 2026

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

E. Donations

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

VII. ADVANCE PLANNING

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

1-5-26	7 p.m.	Board Organizational Meeting
*Tuesday, 1-20-26	7 p.m.	Regular Board Meeting - Public Comment

XII. ADJOURN REGULAR MEETING

Chair Carter adjourned the meeting at 9:23 p.m.

PCARD, Checks & Epays
01/05/2026 BOARD REPORTS

BANK 05	DATE	AMOUNT
Checks	12/10/2025	363,685.14
	12/11/2025	281,800.37
	12/17/2025	364,843.18
	12/22/2025	335,646.77
	12/29/2025	13,957.51
P-Cards-November	12/4/2025	53,472.28
E-Pays	12/11/2025	199.95

CHECK REGISTER BANK 05 TOTAL =	**1,413,605.20**

BREAKDOWN	
01-206-00	608,977.57
02-206-00	152,047.56
03-206-00	341,605.75
04-206-00	94,566.05
06-206-00	-
07-206-00	-
18-206-00	-
20-206-00	215,312.97
21-206-00	1,095.30
47-206-00	
BANK TOTAL =	**1,413,605.20**

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	V2600538	12/04/2025	P-CARD BAIRD LISA	R	2,535.69
01	V2600539	12/04/2025	P-CARD BARLOW ERICA	R	4,002.41
01	V2600540	12/04/2025	P-CARD BLUMA, MEGAN BOLLIG	R	576.82
01	V2600541	12/04/2025	P-CARD BROWN MATTHEW	R	1,195.72
01	V2600542	12/04/2025	P-CARD BRUNNER PATTI	R	5,114.10
01	V2600543	12/04/2025	P-CARD CRUZ ESTEVA JENNIFER	R	4,003.80
01	V2600544	12/04/2025	P-CARD EDWARDS NATHAN	R	633.07
01	V2600545	12/04/2025	P-CARD GARCIA YVETTE	R	177.60
01	V2600546	12/04/2025	P-CARD GEURINK AREND	R	1,998.89
01	V2600547	12/04/2025	P-CARD GONZALEZ CHRISTINA	R	4,168.39
01	V2600548	12/04/2025	P-CARD HOLJE CRAIG	R	115.00
01	V2600549	12/04/2025	P-CARD HUERTA-ANAYA ALICIA	R	2,156.21
01	V2600550	12/04/2025	P-CARD KRETSINGER DAN	R	533.64
01	V2600551	12/04/2025	P-CARD LEIKNES LISA	R	730.59
01	V2600552	12/04/2025	P-CARD LEWIS JENNIFER	R	1,297.13
01	V2600553	12/04/2025	P-CARD LUNDY MICHELLE	R	8,344.73
01	V2600554	12/04/2025	P-CARD MAHONEY COLLEEN	R	354.56
01	V2600555	12/04/2025	P-CARD MANNING MICHAEL	R	869.65
01	V2600556	12/04/2025	P-CARD MCCLENDON LAURA	R	137.16
01	V2600557	12/04/2025	P-CARD MCGINN DAN	R	2,100.51
01	V2600558	12/04/2025	P-CARD MORALES LIZETTE	R	2,802.94
01	V2600559	12/04/2025	P-CARD PETERSON CHRIS	R	834.01
01	V2600560	12/04/2025	P-CARD SACHER GRACE	R	388.17
01	V2600561	12/04/2025	P-CARD SETZER ALEXIS	R	27.99
01	V2600562	12/04/2025	P-CARD SKARE-KLECKER AMY	R	3,572.22
01	V2600563	12/04/2025	P-CARD SMITH JENNIFER	R	1,018.41
01	V2600564	12/04/2025	P-CARD VENTURA PEREZ RAMIRO	R	433.07
01	V2600565	12/04/2025	P-CARD WILLHITE KASYA	R	874.05
01	V2600566	12/04/2025	P-CARD WOODS KELLY	R	2,462.97
01	V2600567	12/04/2025	P-CARD YUNKER AUBREE	R	12.78
01	317252	12/10/2025	ALL STATE COMMUNICATIONS LLC	R	7,780.00
01	317253	12/10/2025	ALTMAN ADAM	R	400.00
01	317254	12/10/2025	ANDERSON JULIE R	R	240.00
01	317255	12/10/2025	AI TECHNOLOGIES LLC	R	240.00
01	317256	12/10/2025	BAKKO, MARK	R	90.00
01	317257	12/10/2025	BECKY NEWMAN	R	25.00
01	317258	12/10/2025	BLAKE, JASON R	R	68.00
01	317259	12/10/2025	BOTSFORD CODY W	R	63.15
01	317260	12/10/2025	BRINSON STEVE	R	97.00
01	317261	12/10/2025	BRITT KEVIN	R	97.00
01	317262	12/10/2025	BUSBY TREVOR	R	120.00
01	317263	12/10/2025	CAMMERRER, KARI	R	126.30
01	317264	12/10/2025	CEP ART & DESIGN	R	805.50
01	317265	12/10/2025	CITY OF RICHFIELD	R	809.37
01	317266	12/10/2025	DETERMAN ROBERT J	R	90.00
01	317267	12/10/2025	DICKS SANITATION SERVICE, INC (DSI)	R	9,543.94
01	317268	12/10/2025	DIEHL GEOFFREY	R	145.00
01	317269	12/10/2025	EGAN DANIEL	R	68.00

01	317270	12/10/2025	EICHACKER ERIC R	R	97.00
01	317271	12/10/2025	EMMA BUSCH	R	4,335.87
01	317272	12/10/2025	FUECKER, PAIGAN	R	42.10
01	317273	12/10/2025	GOTTER MICHAEL	R	136.00
01	317274	12/10/2025	HALL CHARLES	R	68.00
01	317275	12/10/2025	HARRIS DENNIS	R	187.00
01	317276	12/10/2025	HOLICKY, LUCAS	R	68.00
01	317277	12/10/2025	HUNT RUSS	R	120.00
01	317278	12/10/2025	HUPPERT QUINN	R	90.00
01	317279	12/10/2025	KEDRICK D HARRIS JR	R	12.10
01	317280	12/10/2025	LYNDSLEY KEVIN KAR	R	272.00
01	317281	12/10/2025	LYNN E. HENRY	R	72.00
01	317282	12/10/2025	MADISON PAUL	R	90.00
01	317283	12/10/2025	MAXORPLUS, LTD	R	29,955.76
01	317284	12/10/2025	MERDA, EMELYN	R	24.20
01	317285	12/10/2025	NELSON BLAKE L	R	97.00
01	317286	12/10/2025	NORTHWOODS PROMOTIONS WEST	R	375.00
01	317287	12/10/2025	OKEY CHRIS	R	221.04
01	317288	12/10/2025	ONEBRIDGE BENEFITS INC.	R	2,392.00
01	317289	12/10/2025	OPOKU, MICHAEL	R	120.00
01	317290	12/10/2025	PAYDHEALTH	R	1,914.98
01	317291	12/10/2025	PEREZ ANTHONY J	R	97.00
01	317292	12/10/2025	PHOENIX SCHOOL COUNSELING	R	61,675.11
01	317293	12/10/2025	PROPIO LS, LLC	R	45.03
01	317294	12/10/2025	RAHJA MARK	R	97.00
01	317295	12/10/2025	RICHFIELD ICE ARENA	R	17,331.40
01	317296	12/10/2025	RICHIE WEIGEL JR.	R	136.00
01	317297	12/10/2025	ROSA RUBIO ESCODA	R	1,267.50
01	317298	12/10/2025	SOUERS RANDY	R	90.00
01	317299	12/10/2025	STARK MOLLY	R	126.30
01	317300	12/10/2025	STENE, JEREMIAH	R	158.00
01	317301	12/10/2025	SULLIVAN LAMARR	R	97.00
01	317302	12/10/2025	TWIN CITY TRANSPORTATION	R	174,160.28
01	317303	12/10/2025	USI CONSULTING GROUP	R	18,500.00
01	317304	12/10/2025	VANDERVEREN BRADLEY	R	145.00
01	317305	12/10/2025	WHITFIELD DOUG	R	90.00
01	317306	12/10/2025	XCEL ENERGY	R	19,293.25
01	317307	12/10/2025	YOUNG BRANDON CRAIG	R	90.00
01	317308	12/10/2025	YOUTH ENRICHMENT LEAGUE (YEL!)	R	4,388.00
01	317309	12/10/2025	ZIEGLER INC.	R	4,399.96
01	317310	12/11/2025	ANTHOLOGIE, LLC	R	595.00
01	317311	12/11/2025	ARVIG ENTERPRISES INC	R	1,207.90
01	317312	12/11/2025	AVIBEN	R	524.33
01	317313	12/11/2025	BRAND FARMS	R	1,740.00
01	317314	12/11/2025	BUILDING CONTROLS & SOLUTIONS	R	118.66
01	317315	12/11/2025	CAPITAL ONE TRADE CREDIT	R	128.52
01	317316	12/11/2025	CDW GOVERNMENT INC	R	29,250.00
01	317317	12/11/2025	CEDAR SMALL ENGINE	R	46.43
01	317318	12/11/2025	CENTURYLINK	R	123.08

01	317319	12/11/2025	CINTAS CORPORATION NO 2	R	395.88
01	317320	12/11/2025	COLLINS BROTHERS TOWING OF ST CLOUD	R	495.00
01	317321	12/11/2025	COMCAST BUSINESS	R	434.32
01	317322	12/11/2025	CONSOLIDATED COMMUNICATIONS	R	2,898.04
01	317323	12/11/2025	DIGITAL INSURANCE LLC	R	3,607.00
01	317324	12/11/2025	FRONTIER TRANSPORTATION SRVCS, LLC	R	151,448.50
01	317325	12/11/2025	WW GRAINGER INC	R	31.88
01	317326	12/11/2025	H&B SPECIALIZED PRODUCTS INC	R	790.00
01	317327	12/11/2025	HILLYARD MINNEAPOLIS	R	6,568.11
01	317328	12/11/2025	KEMPS LLC	V	0.00
01	317329	12/11/2025	KEMPS LLC	V	0.00
01	317330	12/11/2025	KEMPS LLC	R	5,367.92
01	317331	12/11/2025	KREMER SERVICES LLC	R	3,366.67
01	317332	12/11/2025	LAKESHORE LEARNING MATERIALS, LLC	R	281.93
01	317333	12/11/2025	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	4,844.21
01	317334	12/11/2025	MATRIX COMMUNICATIONS, INC	R	1,253.97
01	317335	12/11/2025	MINUTEMAN PRESS EDINA	R	1,060.71
01	317336	12/11/2025	MPLS PUBLIC SCHOOL SPECIAL DIST 1	R	198.00
01	317337	12/11/2025	MRI SOFTWARE LLC	R	258.00
01	317338	12/11/2025	MULTILINGUAL WORD INC	R	3,028.80
01	317339	12/11/2025	NEI ELECTRIC, INC.	R	200.00
01	317340	12/11/2025	NICHE.COM, INC.	R	4,995.00
01	317341	12/11/2025	NORTH CENTRAL INTERNATIONAL, LLC	R	555.94
01	317342	12/11/2025	PAN O GOLD BAKING CO	R	665.69
01	317343	12/11/2025	PEDIATRIC HOME SERVICE	R	1,106.25
01	317344	12/11/2025	PITSCO EDUCATION LLC	R	3,854.81
01	317345	12/11/2025	PLUNKETT'S /VARMENT GUARD	R	1,111.09
01	317346	12/11/2025	PREMIUM WATERS INC	R	39.00
01	317347	12/11/2025	PROFESSIONAL WIRELESS COMMUNICATION	R	129.34
01	317348	12/11/2025	SCHMITT MUSIC	R	960.00
01	317349	12/11/2025	SCHOOL SERVICE EMPLOYEES UNION	R	5,166.55
01	317350	12/11/2025	THE BOELTER COMPANIES INC	R	844.88
01	317351	12/11/2025	TOLL COMPANY	R	13.20
01	317352	12/11/2025	TRIO SUPPLY COMPANY	R	1,207.18
01	317353	12/11/2025	TWIN CITY FILTER SERVICE INC	R	228.88
01	317354	12/11/2025	UPPER LAKES FOODS	V	0.00
01	317355	12/11/2025	UPPER LAKES FOODS	R	40,299.61
01	317356	12/11/2025	VERIZON WIRELESS	R	360.09
01	V2600568	12/11/2025	KRISTI K MORENO-OLIVERA	R	75.00
01	V2600569	12/11/2025	AMANDA SAUER	R	17.99
01	V2600570	12/11/2025	MARIA VALDEZ	R	106.96
01	317357	12/17/2025	ADVANCED COMMERCIAL KITCHENS	R	3,276.10
01	317358	12/17/2025	ALERUS RETIREMENT AND BENEFITS	R	846.60
01	317359	12/17/2025	ALL STATE COMMUNICATIONS LLC	R	970.00
01	317360	12/17/2025	ARCHETYPE	R	150.00
01	317361	12/17/2025	BATTERIES R US	R	1,329.89
01	317362	12/17/2025	BEST PLUMBING SPECIALTIES, INC.	R	568.74
01	317363	12/17/2025	BCBS OF MINNESOTA & BLUE PLUS	R	7,965.00
01	317364	12/17/2025	BLUUM OF MINNESOTA, LLC	R	600.00

01	317365	12/17/2025	HIRES LLC	R	800.00
01	317366	12/17/2025	BRAND FARMS	R	1,740.00
01	317367	12/17/2025	BRIN GLASS COMPANY	R	850.00
01	317368	12/17/2025	BRINK'S INCORPORATED	R	3,621.45
01	317369	12/17/2025	CATALYST BUYING GROUP LLC	R	766.72
01	317370	12/17/2025	CDW GOVERNMENT INC	R	3,941.48
01	317371	12/17/2025	CHARACTER KIDS, LLC	R	3,562.00
01	317372	12/17/2025	CITY OF RICHFIELD	R	430.16
01	317373	12/17/2025	COMCAST	R	449.49
01	317374	12/17/2025	COMCAST BUSINESS	R	569.32
01	317375	12/17/2025	GOEBEL JUDITH K	R	250.00
01	317376	12/17/2025	WW GRAINGER INC	R	370.14
01	317377	12/17/2025	GROUP MEDICAREBLUE RX	R	8,140.00
01	317378	12/17/2025	HAL LEONARD LLC	R	80.92
01	317379	12/17/2025	HAWKINS INC	R	6,752.30
01	317380	12/17/2025	HILLYARD MINNEAPOLIS	R	7,914.38
01	317381	12/17/2025	HOME DEPOT CREDIT SERVICES	R	1,416.12
01	317382	12/17/2025	HOUSE OF PRINT	R	5,300.24
01	317383	12/17/2025	HOYO, SBC	R	1,020.00
01	317384	12/17/2025	INTERMEDIATE DISTRICT 287	R	143,621.50
01	317385	12/17/2025	JARED R NELSON	R	300.00
01	317386	12/17/2025	KEMPS LLC	V	0.00
01	317387	12/17/2025	KEMPS LLC	R	3,586.22
01	317388	12/17/2025	KREMER SERVICES LLC	R	201.60
01	317389	12/17/2025	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	4,288.97
01	317390	12/17/2025	LIGHTSPEED TECHNOLOGIES, INC.	R	488.00
01	317391	12/17/2025	LOFFLER	R	914.50
01	317392	12/17/2025	MAXORPLUS, LTD	R	72,391.84
01	317393	12/17/2025	METROPOLITAN MECHANICAL CONTRACTORS	R	3,230.46
01	317394	12/17/2025	MIDWEST BUS PARTS INC	R	613.64
01	317395	12/17/2025	MTI DISTRIBUTING CO	R	304.37
01	317396	12/17/2025	NAPA AUTO PARTS	R	182.99
01	317397	12/17/2025	NORTH CENTRAL INTERNATIONAL, LLC	R	1,331.96
01	317398	12/17/2025	OCCUPATIONAL MEDICINE CONSULTANTS	R	100.00
01	317399	12/17/2025	OLSON, REBECCA ANNE	R	250.00
01	317400	12/17/2025	ORFIELD LABORATORIES, INC.	R	80.00
01	317401	12/17/2025	PAN O GOLD BAKING CO	R	811.39
01	317402	12/17/2025	REED BEHAVIORAL HEALTH LLC	R	4,200.00
01	317403	12/17/2025	RINGCENTERAL, INC.	R	9,347.84
01	317404	12/17/2025	RYAN JEANNIE M	R	907.14
01	317405	12/17/2025	SMS ADMINISTRATIVE SERVICES	R	13,650.00
01	317406	12/17/2025	SOLARWINDS	R	948.00
01	317407	12/17/2025	SQUIRES, WALDSPURGER & MACE, P.A.	R	5,586.03
01	317408	12/17/2025	TERREL'S TOOLBOX LLC	R	95.00
01	317409	12/17/2025	TITAN MACHINERY INC	R	1,309.20
01	317410	12/17/2025	TORTILLERIA LA PERLA	R	157.86
01	317411	12/17/2025	TRIO SUPPLY COMPANY	R	2,528.06
01	317412	12/17/2025	UHL COMPANY INC	R	1,627.50
01	317413	12/17/2025	UNITED HEALTHCARE/AARP MEDICARE RX	R	9.50

01	317414	12/17/2025	UNITED HEARTHCARE /AARP MEDICARE RX	R	119.10
01	317415	12/17/2025	UPPER LAKES FOODS	R	26,266.66
01	317416	12/17/2025	XCEL ENERGY	R	1,383.23
01	317417	12/17/2025	ZACK'S INC.	R	329.57
01	317418	12/22/2025	ADVANCED COMMERCIAL KITCHENS	R	7,040.71
01	317419	12/22/2025	AZURE ADLER	R	182.00
01	317420	12/22/2025	BIX FRUIT COMPANY	R	814.70
01	317421	12/22/2025	BLAKE, JASON R	R	68.00
01	317422	12/22/2025	BOOKER, CHRISTOPHER	R	68.00
01	317423	12/22/2025	BOTSFORD CODY W	R	63.15
01	317424	12/22/2025	BREAKDOWN SPORTS USA, INC.	R	175.00
01	317425	12/22/2025	BUREAU OF EDUCATION & RESEARCH	R	295.00
01	317426	12/22/2025	CANON USA	R	4,747.36
01	317427	12/22/2025	CAMMERRER, KARI	R	199.98
01	317428	12/22/2025	CAPELLE MATTHEW R	R	97.00
01	317429	12/22/2025	CESO FINANCE, LLC	R	5,111.25
01	317430	12/22/2025	CHARMTECH LABS LLC	R	6,040.00
01	317431	12/22/2025	CROWLEY SHON	R	68.00
01	317432	12/22/2025	DEBAKER, MATT	R	97.00
01	317433	12/22/2025	DOOR SERVICE MIDWEST	R	78,913.00
01	317434	12/22/2025	ECM PUBLISHERS INC	R	151.25
01	317435	12/22/2025	FINANGER PHILLIP J	R	147.35
01	317436	12/22/2025	FORTIER SEAN	R	28.43
01	317437	12/22/2025	GRAHAM THOMAS	R	73.68
01	317438	12/22/2025	WW GRAINGER INC	R	169.83
01	317439	12/22/2025	HENDERSON RONNIE	R	97.00
01	317440	12/22/2025	HILLYARD MINNEAPOLIS	R	692.04
01	317441	12/22/2025	HIPP, BRYCE	R	136.00
01	317442	12/22/2025	HOWERTON, CHRISTOPHER L	R	97.00
01	317443	12/22/2025	INTEGRATED FOOD SERVICE	R	299.12
01	317444	12/22/2025	JAMES E MARSHALL JR	R	84.00
01	317445	12/22/2025	JORDAN MAY	R	97.00
01	317446	12/22/2025	KEDRICK D HARRIS JR	R	12.10
01	317447	12/22/2025	KEE-BOWLING BONNIE	R	84.00
01	317448	12/22/2025	KELM-GOOD, REBECCA	R	28.43
01	317449	12/22/2025	KEMPS LLC	V	0.00
01	317450	12/22/2025	KEMPS LLC	R	3,338.70
01	317451	12/22/2025	KRETSINGER, BAILEY	R	82.48
01	317452	12/22/2025	LB CARLSON LLP	R	18,750.00
01	317453	12/22/2025	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	3,005.33
01	317454	12/22/2025	LOFFLER COMPANIES	R	3,600.93
01	317455	12/22/2025	LOMAX CARLA	R	198.00
01	317456	12/22/2025	MACADAMS ANN	R	28.43
01	317457	12/22/2025	MADISON NATIONAL LIFE INS CO INC	R	18,261.80
01	317458	12/22/2025	MAXORPLUS, LTD	R	108,722.89
01	317459	12/22/2025	MAYER CHAD	R	52.63
01	317460	12/22/2025	MAYER VALERIE	R	52.63
01	317461	12/22/2025	MCEA	R	2,049.00
01	317462	12/22/2025	MERDA, EMELYN	R	12.10

01	317463	12/22/2025	MITTELSTAEDT MICHAEL	R	97.00
01	317464	12/22/2025	MOREY DOUGLAS	R	28.43
01	317465	12/22/2025	MTI DISTRIBUTING CO	R	289.60
01	317466	12/22/2025	MULTILINGUAL WORD INC	R	323.10
01	317467	12/22/2025	MUSKA ELECTRIC CO.	R	2,677.30
01	317468	12/22/2025	NORTH CENTRAL INTERNATIONAL, LLC	R	707.55
01	317469	12/22/2025	NUSS TRUCK & EQUIPMENT	R	2,950.00
01	317470	12/22/2025	OKEY CHRIS	R	178.94
01	317471	12/22/2025	OLSON EMILY K	R	21.05
01	317472	12/22/2025	PAN O GOLD BAKING CO	R	548.61
01	317473	12/22/2025	PARAGON DEVELOPMENT SYSTEMS, INC.	R	1,979.97
01	317474	12/22/2025	PATRICK D RIORDAN JR	R	68.00
01	317475	12/22/2025	PEDIATRIC HOME SERVICE	R	1,331.25
01	317476	12/22/2025	PETERSON, MOLLY	R	97.00
01	317477	12/22/2025	PITNEY BOWES BANK PURCHASE POWER	R	2,220.84
01	317478	12/22/2025	PRODGER, KARLEA	R	97.00
01	317479	12/22/2025	PROPIO LS, LLC	R	2,509.04
01	317480	12/22/2025	RIEMERSMA TYLER J	R	97.00
01	317481	12/22/2025	SAFEWAY DRIVING SCHOOL	R	4,890.00
01	317482	12/22/2025	SCHOOL SERVICE EMPLOYEES UNION	R	5,206.75
01	317483	12/22/2025	SMITH QUINCY	R	204.00
01	317484	12/22/2025	SOLLIE DUANE A	R	52.63
01	317485	12/22/2025	STARK MOLLY	R	105.25
01	317486	12/22/2025	STEM SMART LLC	R	2,160.00
01	317487	12/22/2025	STOESZ MAUREEN	R	28.43
01	317488	12/22/2025	STONE ARCH STUDIO LLC	R	400.00
01	317489	12/22/2025	SULLIVAN THOMAS W	R	68.00
01	317490	12/22/2025	TITAN MACHINERY INC	R	45.20
01	317491	12/22/2025	TREVIPAY	R	373.00
01	317492	12/22/2025	TRIO SUPPLY COMPANY	R	354.97
01	317493	12/22/2025	TRUSTED METRO OFFICIALS	R	240.00
01	317494	12/22/2025	UNITED STATES TREASURER	R	200.00
01	317495	12/22/2025	UNITEDHEALTHCARE	R	655.91
01	317496	12/22/2025	UPPER LAKES FOODS	R	34,040.72
01	317497	12/22/2025	VARRIANO, ANTHONY C	R	68.00
01	317498	12/22/2025	WALZ CHRISTINE M	R	52.63
01	317499	12/22/2025	WALZ JEFFREY	R	28.43
01	317500	12/22/2025	WASHINGTON ROBERT	R	97.00
01	317501	12/22/2025	WORLD FUEL SERVICES, INC.	R	1,426.65
01	317502	12/22/2025	XCEL ENERGY	R	4,395.22
01	317503	12/29/2025	BATTERIES R US	R	3,222.99
01	317504	12/29/2025	CITY OF RICHFIELD	R	8,350.35
01	317505	12/29/2025	EHLERS & ASSOCIATES	R	1,900.00
01	317506	12/29/2025	TORTILLERIA LA PERLA	R	184.17
01	317507	12/29/2025	MODERNWELL	R	300.00
			TOTAL PCARD, CHECK & EPAY REGISTER		**1,413,605.20**

RICHFIELD PUBLIC SCHOOLS

Investment Holdings as of
December 19, 2025

Description	Matures	Rate	Cost	General Operating	OPEB Bond
MN TRUST TERM SERIES	01/07/26	4.82%	3,000,000.00	3,000,000.00	-
MNTrust TERM SERIES	01/20/26	3.96%	1,750,000.00	1,750,000.00	-
MNTrust TERM SERIES II	01/23/26	4.10%	1,000,000.00	1,000,000.00	-
MNTrust TERM SERIES	01/26/26	4.25%	2,000,000.00	2,000,000.00	-
MNTrust TERM SERIES	01/26/26	4.10%	1,000,000.00	1,000,000.00	-
Western Alliance Bank	01/26/26	4.06%	241,500.00	241,500.00	-
NexBank	01/29/26	4.14%	240,000.00	240,000.00	-
GBank	01/29/26	4.18%	239,900.00	239,900.00	-
Omb Bank	01/29/26	4.15%	239,900.00	239,900.00	-
ServisFirst Bank	01/29/26	4.24%	239,700.00	239,700.00	-
Pelican State Credit Union	03/19/26	3.98%	240,300.00	240,300.00	-
NorthEast Community Bank	03/19/26	4.02%	240,200.00	240,200.00	-
Solera National Bank	03/19/26	4.09%	240,100.00	240,100.00	-
Royal Business Bank	03/19/26	4.02%	240,200.00	240,200.00	-
MN TRUST TERM SERIES	05/18/26	4.70%	1,000,000.00	1,000,000.00	-
MNTrust TERM SERIES II	07/23/26	3.94%	1,000,000.00	1,000,000.00	-
MNTrust TERM SERIES	07/27/26	3.95%	1,000,000.00	1,000,000.00	-
GreenState Credit Union	10/19/26	3.93%	239,000.00	239,000.00	-
Financial Federal Bank	10/19/26	4.05%	238,700.00	238,700.00	-
First Bank of Ohio	10/19/26	3.79%	239,200.00	239,200.00	-
FirstBank Puerto Rico	10/19/26	4.00%	238,700.00	238,700.00	-
Cornerstone Bank	10/19/26	4.02%	238,600.00	238,600.00	-
SIGNATURE BK OF ARKANSAS	10/29/26	3.80%	249,559.92	249,559.92	-
STRIPS	11/15/26	4.19%	499,807.02	499,807.02	-
MNTrust TERM SERIES	01/25/27	3.93%	1,000,000.00	1,000,000.00	-
MNTrust TERM SERIES	01/25/27	3.76%	2,000,000.00	2,000,000.00	-
Freedom Northwest Credit Union	03/04/27	3.89%	235,700.00	235,700.00	-
American Commercial Bank & Trust, National Asso	03/04/27	3.89%	235,700.00	235,700.00	-
GOLDMAN SACHS GOVERNMENT MONEY MARKET		3.91%	5,828,061.72	-	5,828,061.72
US TREASURY N/B	09/30/26	4.34%	789,398.44	-	789,398.44
FIRST INTERNET BANK OF INDIANA	09/30/26	4.00%	209,500.00	-	209,500.00
BANK HAPOALIM	10/01/26	4.45%	206,700.00	-	206,700.00
Total Investments Held			**26,360,427.10**	**19,326,766.94**	**7,033,660.16**

ppd:Finance

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting January 5, 2026

Subject: PERSONNEL ITEMS

(Recommended by superintendent)

That the board of education approve the following personnel items:

Classified Management Position for Employment
Robert Olson – Facilities Manager – Richfield District Office
Effective: 1/01/2026

Classified Management Position for Employment
Jeff Keller – Transportation Supervisor – Richfield District Office
Effective: 1/05/2026

Part Time Certified Probationary Year 1 of 3
Karen Garcia Carreno – Physical Education Teacher – RDLS
Effective: 1/05/2026

Classified Full-Time Paraprofessional for Employment
Isabel Betsill - Special Education – Richfield Middle School
Effective: 1/5/2026

Classified Full-Time Facilities & Transportation Resignation
Robert Olson - District Engineer – Districtwide
Effective: 12/31/2025
Years of Service: 28

Classified Full-Time Food & Nutrition Services Resignation
Edith Rosas - Kitchen Assistant – Richfield Middle School
Effective: 12/16/2025
Years of Service: 0

Classified Full-Time Paraprofessional Resignation
Grace Jackson - Instructional – Richfield High School
Effective: 12/16/2025
Years of Service: 0.25

Garrett Gregersen - Special Education – Sheridan Hills Elementary
Effective: 01/07/2026
Years of Service:1
**Change in effective date from December 1, 2025 board-approved personnel items.*

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

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

Subject: Leaves of Absence

(Recommended by the superintendent)

Passage upon a third read of Policy 407: Leaves of Absence. This policy governs decisions regarding staff requests for leaves of absence.

Though this policy is reviewed on an annual basis and was most recently reviewed and reaffirmed by the board on August 18, 2025, some changes are necessary at this time in order to align the policy language to the new MN Paid Leave program that began on January 1, 2026.

Recommended changes from the HR department are included.

Attachments:
Policy 407: Leaves of Absence - redlined

RICHFIELD PUBLIC SCHOOLS

LEAVES OF ABSENCE

I. PURPOSE

The purpose of this policy is to guide decisions related to requests from employees who desire a leave of absence from work in Richfield Public Schools.

II. GENERAL STATEMENT OF POLICY

A. The board of education recognizes the right of employees to request leaves of absence without pay as provided in the appropriate employee master agreement or policy.

B. Because the absence of an employee impacts the educational program, staff and students, the needs and desires of the employee must be weighed against the needs of the ~~district~~ District and the replacement employee.

C. In acting on employee leave requests, the board of education will observe provisions of the appropriate employee master agreements or policy, and applicable state or federal statutes. Consideration will be given to both the reasons for the employees' request and the needs of the ~~district~~District~~.~~. Where needs are in conflict, however, concerns relating to the overall educational program will take precedence.

D. The District will coordinate all applicable leaves to run concurrently to the extent allowable under the law.

~~C.~~E. For the purposes of this policy, "year" is defined as the 12-month period measured forward from the date an employee's first leave is to commence.

Formatted: List Paragraph, Left, No bullets or numbering

Formatted: List Paragraph, Left, No bullets or numbering

III. FACTORS TO BE CONSIDERED

Multiple factors will be considered in acting on leave of absence requests, including but not limited to the following:

A. The stated reason(s) of the employee in requesting a leave;

B. Relevant provisions of the appropriate employee master agreement, policy, or statute;

C. Length of service to the ~~district~~ District of the employee applying for the leave;

D. Record of previous leaves taken by the employee;

E. Availability of qualified staff to replace the employee and the potential for turnover among replacement employees during the period of the leave of absence;

F. Number of other employees in the same category currently on leaves of absence;

G. Timing of the leave in order to minimize disruption to the operation of district programs;

H. Potential benefits to the ~~district~~ District of granting the leave;

IV. GUIDELINES TO BE USED IN GRANTING LEAVES OF ABSENCE

A. Normally, the length of an approved leave of absence shall not exceed one (1) year. In extenuating circumstances, an extension of one (1) additional year may be granted for a maximum of two consecutive years of leave.

B. An unpaid leave of absence for child care shall generally be limited to a maximum period of 18 months coinciding with the birth or adoption of the employee's own child.

C. When an unpaid leave of absence is requested in conjunction with another leave of absence, such as a child care leave of absence, the total time of absence from work for all leaves shall not exceed two (2) consecutive years, or longer if necessary to have the ending point of the leave coincide with a break in the school calendar.

D. The maximum duration of an extended leave of absence for teachers pursuant to M.S. §122A.46, Subd. 2. must be determined by mutual agreement of the ~~Board~~ board and the teacher at the time the leave is granted and shall be at least three, but no more than five, years~~.~~ . An extended leave may be granted to teachers who have been employed by the ~~district~~ District for at least five years and who have at least ten years of allowable service in Minnesota.

E. Intermittent leave must be used in increments of one half day or one full day, except for intermittent leave taken in accordance with the Family and Medical Leave Act (FMLA). Intermittent leave is limited to a total of 480 hours. Any leave taken beyond 480 hours within a year must be continuous leave.

Formatted: List Paragraph, Left, No bullets or numbering

Formatted: List Paragraph, Left, No bullets or numbering

~~D.~~F. To the extent allowable under law, any requests for changes to a previously approved leave will be considered on a case-by-case basis.

V. LEAVES OF ABSENCE FOR CLASSIFIED PERSONNEL

A. Military Leave

Any classified employee who is a member of an armed forces reserve organization and who is called up for training or active duty shall be paid the difference between the pay received for such military duty and the rate regularly paid by the ~~district~~District, for a period of up to fifteen days in any calendar year. ~~–~~Moreover, the employee shall not lose seniority status, vacation, sick leave, or any benefits while engaged in such period of training or active service. This payment will be limited to fifteen days per year and will be paid upon presentation of a certificate of satisfactory performance of said duties~~.~~. Longer leaves of absence without pay and reinstatement rights for an employee called to active service in time of war or other emergency declared by proper authority, shall be governed by state law.

Formatted: No underline

B. Emergency Leave

An employee may request a leave of absence, without pay, in cases of prolonged illness or other emergencies, such as household accidents, long-distance travel for family events, or weather-related travel delays~~.~~. An employee granted an emergency leave of absence shall suffer no loss of seniority or job rights and shall return at the same salary status as prevailed when the leave was granted.

C. Jury Duty

An employee absent from their duties because of jury duty shall be paid the difference between their normal salary and that remuneration received for such jury duty. ~~–~~The continuation of normal salary is subject to the reimbursement to the ~~district~~ District of the amount paid by the court for services rendered.

VI. DISSEMINATION OF POLICY

A. This policy shall be conspicuously posted in each ~~school d~~District building in areas accessible to employees.

B. This policy will be reviewed at least annually for compliance with state and federal law.

Legal References:
Minn. Stat. §122A.46 (Extended leaves of absence.)
Minn. Stat. §§ 181.940-181.944 (Parenting Leave)
Minn. Stat. 192.26, Subd. 1: (State and Municipal officers and employees not to lose pay while on military duty).
Minn. Stat. 192.261 (Leaves of Absence)
Minn Stat. 268B (Minnesota Paid Leave Law)
10 U.S.C. § 101 *et seq.* (Armed Forces General Military Law)
29 U.S.C. § 2601 *et seq.* (Family and Medical Leave Act)
38 U.S.C. § 101 (Definitions)
29 C.F.R. Part 825 (Family and Medical Leave Act)

RATIFIED BY THE BOARD OF EDUCATION: March 15, 1999

REVIEWED AND REAFFIRMED BY THE BOARD OF EDUCATION: June 11, 2012; August 16, 2021; September 5, 2023; September 16, 2024; August 18, 2025

REVISED BY THE BOARD OF EDUCATION: January 7, 2002; January 4, 2021; September 6, 2022; January 5, 2026

Formatted: Left

Formatted: Left, Indent: Left: 0", First line: 0"

Formatted: Left

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

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

Subject: Legislative Platform

(Recommended by the superintendent)

Passage upon a third read of the draft RPS 2026 legislative platform. The second draft shows a pared-down list of priorities with additions since the 2025 platform highlighted in yellow.

Attachments:
RPS Draft #2 of 2026 Legislative Platform
RPS Draft #1 of 2026 Legislative Platform
AMSD 2026 Legislative Platform
MSBA 2026 Legislative Platform
MASA 2026 Legislative Platform

RICHFIELD PUBLIC SCHOOLS

Enriching and accelerating learning

Enriqueciendo y acelerando el aprendizaje

Richfield Public Schools 2026 Legislative Platform

CONTINUE TO SUPPORT FULL FUNDING OF REQUIREMENTS

- Provide permanent funding for future compensatory revenue left in jeopardy due to universal free meals.[1,2,3]
- Protect the state ADSIS funding system to provide support for students struggling academically.[2]

DIVERSIFY STAFF WORKFORCE AND PROMOTE EQUITABLE OUTCOMES

- Enact protections for immigrant and refugee families in MN.
- Ensure that districts can maintain student and staff data privacy.

REDUCE MANDATES AND ENHANCE LOCAL CONTROL

- Protect school districts' ability to support all students, particularly those who could be negatively impacted by new federal policies.
- Allow districts to choose which standardized tests to complete at the high school level. [1,2]
- Reduce special education paperwork requirements to allow teachers to spend more time with students.
- Protect districts' ability to choose their own insurance plans.

IMPROVE SCHOOL SAFETY

- Increase restrictions and close loopholes related to the presence and/or storage of guns on school grounds.[1]

[1] Aligned to the AMSD Legislative Platform
[2] Aligned to the MSBA Legislative Platform
[3] Aligned to the MASA Legislative Platform

RICHFIELD PUBLIC SCHOOLS

Enriching and accelerating learning

Enriqueciendo y acelerando el aprendizaje

Richfield Public Schools 2026 Legislative Platform

CONTINUE TO SUPPORT FULL FUNDING OF REQUIREMENTS

- Provide permanent funding for future compensatory revenue left in jeopardy due to universal free meals.[1,2,3]
- Establish ongoing funding for unemployment insurance and paid family medical leave costs.[1,2,3]
- Fully close the gaps in funding for English Learner and Special Education programming.[1,3]
- Provide for universal prekindergarten through a single, unified funding source.
- Protect the state ADSIS funding system to provide support for students struggling academically.

DIVERSIFY STAFF WORKFORCE AND PROMOTE EQUITABLE OUTCOMES

- Enact protections for immigrant and refugee families in MN.
- Ensure that districts can maintain student and staff data privacy.
- Continue to expand programs and incentives to attract, develop and retain teachers of color. [1]
- Increase funding for targeted services and allow funding to cover culturally responsive and innovative summer programming. [1]

REDUCE MANDATES AND ENHANCE LOCAL CONTROL

- Protect school districts' ability to support all students, particularly those who could be negatively impacted by new federal policies.
- Fund existing mandates and oppose new unfunded mandates. [1,2]
- Allow districts to choose which standardized tests to complete at the high school level. [1,2]

---

[1] Aligned to the AMSD Legislative Platform
[2] Aligned to the MSBA Legislative Platform
[3] Aligned to the MASA Legislative Platform

- Reduce special education paperwork requirements to allow teachers to spend more time with students.
- Protect districts' ability to choose their own insurance plans.

DRAFT

Association of Metropolitan School Districts

LEGISLATIVE PLATFORM

2026

AMSD recognizes that the biennial budget was set last session. However, inflation continues to outpace general education revenue, and recent legislative changes have created instability in key funding streams. Safe Schools and Local Optional Revenue have been frozen for a decade, changes to the compensatory formula have created funding cliffs for many school districts, and a contingent $250 million cut to special education cross-subsidy reduction aid would erase inflationary increases to the basic formula. Given the state's current fiscal landscape, AMSD identifies both immediate and ongoing priorities essential to sustaining high-quality education.



IMMEDIATE PRIORITIES

ENHANCE SCHOOL SAFETY

- Increase the Safe Schools levy to $100 per pupil for school districts and $35 per pupil for intermediate and cooperative districts.
- Permit limited removal time within non-exclusionary discipline to support effective reentry planning and maintain safe classrooms.
- Strengthen secure gun storage requirements.

STABILIZE COMPENSATORY FUNDING

- Hold districts harmless from revenue losses resulting from recent compensatory formula changes until recommendations from the Compensatory Revenue Task Force can be implemented.

MODERNIZE PERMANENT SCHOOL FUND DISTRIBUTIONS

- Support a constitutional amendment to adopt a percentage-of-market-value distribution model that provides predictable funding while protecting long-term trust assets.

REEVALUATE MINNESOTA'S ASSESSMENT SYSTEM

- Establish a blue-ribbon commission to redesign Minnesota's assessment system, focusing on balanced, student-centered measures and exploring the replacement of high school MCAs with a nationally recognized college entrance exam.

- Modernize hours-of-instruction requirements so students can earn credit for learning that occurs beyond traditional settings.

Association of Metropolitan School Districts

ONGOING PRIORITIES

While acknowledging fiscal constraints, AMSD believes the following priorities remain critical to the long-term success of students and school districts:

Stabilize Education Funding

- Repeal the contingent $250 million cut to special education cross-subsidy reduction aid scheduled for the 2028–29 biennium.
- Increase Local Optional Revenue to $979 per pupil to restore purchasing power lost to inflation and index it to the general education formula.
- Strengthen the PSEO program to ensure financial stability, academic rigor, student support, and preparation for success after high school.

Reduce Mandates and Restore Local Control

- Repeal requirements that school boards negotiate e-learning days, student testing, and student-to-staff ratios.
- Allow school boards to renew a capital project levy at the existing rate following a public hearing.
- Fully fund or repeal summer unemployment insurance for non-licensed staff.
- Provide funding for employer premiums and substitute staff costs associated with the Paid Leave program—or exempt school districts.
- Expand school board flexibility to transfer non-federal fund surpluses among operating accounts.

ABOUT AMSD

The Association of Metropolitan School Districts represents 49 K-12 school districts and six intermediate / cooperative districts. AMSD member school districts enroll more than one-half of all public school students in Minnesota, with the mission to lead the transformation of public education. AMSD stands ready to assist state policymakers by providing current research and data to help them make informed decisions.

CONTACT AMSD

Scott Croonquist, Executive Director
scroonquist@amsd.org
612-203-5631

AMSD Consultants:
Kris Amundson
kris@amundsonstrategies.com

Lori Grivna
lori@amundsonstrategies.com

AMSD MEMBER DISTRICTS

Anoka-Hennepin School District • Bloomington Public Schools • BrightWorks • Brooklyn Center Community Schools • Buffalo-Hanover-Montrose • Burnsville-Eagan-Savage School District 191 • Centennial School District • Columbia Heights Public Schools • Duluth Public Schools • Eastern Carver County Schools • Eden Prairie Schools • Edina Public Schools • Elk River School District ISD #728 • Farmington Area Public Schools • Forest Lake Area Schools • Fridley Public Schools • Hastings Public Schools • Hopkins Public Schools • Intermediate School District #287 • Intermediate School District #917 • Inver Grove Heights Schools • Lakeville Area Public Schools • Mahtomedi Public Schools • Mankato Area Public Schools • Minneapolis Public Schools • Minnetonka Public Schools • Mounds View Public Schools • North St. Paul-Maplewood-Oakdale School District • Northeast Metro Intermediate School District #916 • Northwest Suburban Integration District • Orono Schools • Osseo Area Schools • Perpich Center for Arts Education • Prior Lake-Savage Area Schools • Richfield Public Schools • Robbinsdale Area Schools • Rochester Public Schools • Rockford Area Schools • Rosemount-Apple Valley-Eagan Public Schools • Roseville Area Schools • Shakopee Public Schools • South St. Paul Public Schools • South Washington County Schools • SouthWest Metro Intermediate District • Spring Lake Park Schools • St. Anthony-New Brighton Independent School District • St. Cloud Area School District 742 • St. Louis Park Public Schools • St. Michael Albertville Schools • Saint Paul Public Schools • Stillwater Area Public Schools • Wayzata Public Schools • West St. Paul-Mendota Heights-Eagan School District • Westonka Public Schools • White Bear Lake Area Schools



2026 Legislative Platform

The 331 elected school boards across Minnesota are accountable to their communities and responsible for decisions about annual budget, oversight of district operations, long-term planning, district policies, curriculum, and student success.

To fulfill this role effectively, boards must have:

- Stable, adequate, and predictable funding that reflects real inflationary pressures.
- Policy and program reforms to make them work for school districts.
- Local control and flexibility to respond to the unique needs of their students and communities.

Top Priorities for the 2026 Legislative Session

Special Education Cross Subsidy

- Protect existing special education funding and ensure the Blue Ribbon Education Task Force's $250 million reduction target does not reverse recent progress in lowering the special education cross subsidy—avoiding new pressures on general education budgets and local property taxpayers.

Safe and Supportive Schools

- Raise the cap for the School Safety Levy to provide districts with greater flexibility to address a full range of local safety needs — including support for School Resource Officers (SROs), staff, and facility priorities — consistent with best practices and community expectations.
- Reevaluate non-exclusionary discipline strategies recognizing one statewide approach does not effectively meet the safety needs of all students.

Stable and Predictable Funding

- Protect the Basic Education formula inflationary index and extend it to other components of General Education Revenue to ensure consistent and predictable funding that keeps pace with actual district costs.
- Hold districts harmless in compensatory revenue changes while improving how students in need are identified and served.
- Allow school boards, by Board resolution, to transfer balance surpluses of non-federal funds between district operating accounts, to meet financial needs without the need for additional aid or levy authority.
- Provide full ongoing state funding, or repeal, summer unemployment for non-licensed school staff.
- Fully fund the Minnesota Paid Leave program for school districts or allow districts and collective bargaining units to opt out of the state program.

2026 Legislative Platform

Ongoing Priorities for the 2026 Legislative Session

Facilities and Infrastructure

- Allow school boards a one-time Capital Projects Levy renewal authority and give greater flexibility in Long-Term Facilities Revenue for facility upgrades or maintenance.

PSEO and Concurrent Enrollment Reform

- Address Postsecondary Enrollment Options (PSEO) statutes to restore balance and fairness to school districts while preserving meaningful college-credit opportunities for students.

Permanent School Fund Modernization

- Support a constitutional amendment to modernize the Permanent School Fund distribution allocation—replacing the outdated "interest and dividends" formula with a percentage-of-market-value (POMV) framework for stable yearly funding while protecting the trust fund for future generations.

Instruction and Assessments

- Transition from the MCAs to a nationally recognized assessment like the ACT.
- Broaden the definition of "instructional hours" to allow high school students to access non-traditional courses allowing them to better meet individualized student success.
- Update the online learning statute to direct the Minnesota Department of Education to design, implement and evaluate a pilot of secure remote testing options for the Minnesota Comprehensive Assessments (MCAs).

Local Option Revenue (LOR) Levy Authority

- Increase school board LOR authority from $724 to $979 per pupil closing the inflation gap, reducing financial pressure on districts and promoting more stable, equitable funding statewide.

Timely Implementation of Fiscal Mandates

- New mandates that increase costs to districts or budget reductions that impact districts must have a fiscal note and must be enacted by March 1 of the current legislative year or delay enactment until July 1 of the following school fiscal year to allow district staffing and program adjustments.

Your Government Relations Team

Denise Dittrich
Director of Government Relations
ddittrich@mnmsba.org

Kimberley Dunn Lewis
Associate Director of Government Relations
klewis@mnmsba.org

2026 LEGISLATIVE PRIORITIES

MASA
EST 1907
Minnesota Association of School Administrators

Prioritize Essential Funding

Advance Excellence and Stability in Education

Expand Teacher Licensure and Mobility



ENSURING ONGOING SUPPORT FOR PUBLIC EDUCATION

The Minnesota Association of School Administrators values the hard-earned legislative change that now ties the per-pupil formula to inflation, a vital step toward keeping school funding stable and predictable. Protecting this progress is critical.

While strengthening the formula remains a top priority to support Minnesota's schools, staff, and students, we are mindful of the state's difficult budget climate. However, we want to remind the legislature that the formula is underfunded and continues to fall short of covering the real costs of educating students.

Recognizing the budget challenges ahead, MASA urges the legislature to act on the three priorities highlighted to the left during the 2026 session, ensuring Minnesota schools can continue to fully support both students and staff.

About Minnesota Association of School Administrators

As advocates of a world-class education for Minnesota's learners, MASA's members serve as the leading voice for public education, shape and influence the state and national education agenda, and empower leaders through high-quality professional learning, services, and support. MASA members include more than 600 superintendents, directors of special education, curriculum and technology leaders, other central office administrators, service providers, business partners, and retirees.

www.mnasa.org | members@mnasa.org | 651-645-6272

2026 LEGISLATIVE PRIORITIES

MASA
EST 1907
Minnesota Association of School Administrators

PRIORITIZE ESSENTIAL FUNDING

FIscal sustainability

- Extend the compensatory hold harmless provision
- Maintain full funding for special education cross-subsidy aid by repealing the contingent $250 million reduction enacted in the 2025 session
- Address physical school safety and cybersecurity needs by increasing the safe schools levy and expanding LTFMR to include safety and security measures
- Increase Local Optional Revenue to $979 per pupil; link future increases to inflation and equalize the formula

Maintaining existing funding streams

- Fund newly enacted mandates
  - Ongoing funding for hourly school employee unemployment Insurance
  - Fund school districts' share of Paid Leave costs
  - Fully fund READ Act requirements

Flexibility in use of district funds

- Expand eligible uses of the food service fund, allowing capital levy to support training related to capital purchases
- Expand eligible uses of student support personnel aid
- Allow school boards to renew a capital levy through board approval, ensuring stable funding for facility and technology needs
- Allow time-limited fund transfers, provided they do not increase state aid obligations or expand district taxing authority

ADVANCE EXCELLENCE AND STABILITY IN EDUCATION

- Strengthen the Postsecondary Enrollment Options (PSEO) and Online programs to ensure accountability and rigorous academic standards
  - Require students to take equivalent courses at the home district, if offered
  - Allow districts to set eligibility criteria
- Allow up to three-day K–3 dismissals for disciplinary incidents within non-exclusionary discipline requirements
- Improve superintendent retention by permitting school boards to offer contracts up to five years
- Protect the confidentiality of superintendent candidates during the interview process
- Establish state-level technology leadership

EXPAND TEACHER LICENSURE AND MOBILITY

- Allow out-of-state enrollment in approved teacher preparation programs for Tier 2 teachers to support ongoing development
- Permit Minnesota to join the Teacher Mobility Compact, enabling teachers to move between states and continue teaching with fewer barriers
- Create additional flexibility within licensure areas to help schools meet staffing needs
- Extend out-of-field permissions to maintain adequate staffing levels and ensure continuity of student learning

DRAFT

MASA Executive Director
Deb Henton, Ed.D.
deb.henton@mnasa.org

MASA President
Stacie Stanley, Ed.D.
Superintendent
Saint Paul Public Schools
stacie.stanley@spps.org

MASA Legislative Chair
John Magas
Superintendent
Duluth Public Schools
John.Magas@isd709.org

MASA Lobbyist
Valerie Dosland
Director of Govt Affairs
Ewald Consulting
valeried@ewald.com

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

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

Subject: 2025 Board Member Represent a School Assignments

(Recommended by superintendent)

That the board review the 2025 Represent a School Assignments.

Represent a School Assignments	**2025 Appointments**
Central Education Center	Kirk Spencer
Centennial Elementary	Paula Cole
Sheridan Hills Elementary	Tim Pollis
R-STEM Elementary	Rachel Banks Kupcho
RDLS	Paula Cole
Richfield Middle School	Kirk Spencer
Richfield High School	Eric Carter
RCEP	Ken Liss
South Education Center	Tim Pollis

Attached:
Administrative Guideline 926.2: Represent a School Program

RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINE

REPRESENT A SCHOOL PROGRAM

One of the objectives of the board of education is to foster a positive climate by increasing board member visibility in the schools. One way by which this objective can be accomplished is to have each board member "represent a school," attempting to schedule occasional visits during the school day and participating in selected school activities throughout the school year.

A. PURPOSE OF "REPRESENTING A SCHOOL"

1. To provide increased opportunities for face-to face contact between individual board members and students, teachers, and parents.

2. To provide an opportunity for a more direct, in-depth exposure to Richfield Public Schools programs and activities than can be obtained through written and oral reports or through occasional visits to a variety of schools.

3. To ensure that all buildings are visited, without placing an undue burden on any one board member.

B. ROLE OF BOARD MEMBER IN "REPRESENTING A SCHOOL"

1. In "representing" a building, each board member will try (as their schedule permits) to attend late afternoon or evening functions that facilitate exposure to students, staff, and parents. From time to time, a board member liaison may also wish to visit during school hours, as arranged with the principals.

2. The "representation" is not meant to be a burden either to the board member or to the school which the board member is representing. The representation is not intended to alter the respective roles of board members as districtwide policymakers; principals as building managers and leaders; and the superintendent as the conduit for bringing issues and concerns which have policy, personnel or financial implications to the board for discussion and action.

C. PRINCIPAL'S ROLE IN FACILITATING THE REPRESENTATION

1. The principal can keep the board member informed by placing them on the school mailing list, so that any material a parent would receive would likewise be sent to the board member (e.g. parent group materials, school newsletter, special announcements, etc.)

2. If the board member wishes to visit during the school day, the principal would be expected to facilitate the visit in the same manner as the principal would facilitate a parent visit. Any guidelines for visitations that apply to parents or other visitors would also be expected to apply to board member visits.

D. ASSIGNMENT OF BOARD MEMBERS TO BUILDINGS

On a yearly basis, board members will collaboratively discuss and agree upon “represent-a-school” assignments for the upcoming calendar year.

Dated: August 7, 2000
Reviewed: March 5, 2007
Revised: December 3, 2018; May 1, 2023

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

Subject: 2025 Board Liaison Assignments

(Recommended by superintendent)

That the board review the 2025 Board Liaison Assignments.

ORGANIZATION	PURPOSE	MEETING SCHEDULE & LOCATION	2025 Assignments
Association of Metropolitan School Districts (AMSD)*	AMSD's primary task is to lobby at the state level for the needs of metro area school districts.	Meets monthly on Fridays, 7:30-9 a.m. Quora Education Center (70 W. Cty Rd B2, Little Canada, 55117) or online February 6, March 6, April 10, May 1, May 29	Carter Unowsky Cole (Alternate) Holje (Alternate)
BrightWorks Representative Assembly*	BrightWorks is an educational cooperative that provides education services and programs to school districts.	Executive Board meets on Wednesdays Jan 21, April 15, June 17, Aug 19, Oct 21 Annual meeting is held virtually on the third Wednesday in April.	Cole Unowsky
Business/Career & Technical Education Advisory Board	Provide input to align RPS career & technical education programming to the needs of the community.	Meets twice per year.	Carter Ward
Community Education Advisory Council*	The mission of Community Ed is to bring together school and community services.	Meets 5x per year, last Monday of the month, 6-7:30 p.m. Online or Central Education Center January 26, March 23, April 27	Cole Skare-Klecker
Competitive Activities Advisory Committee	Provides students, families, and Richfield community opportunities for learning & participating beyond the classroom.	Meets quarterly, typically 2nd Monday of the month, 6 p.m. RHS Commons February 23, April 13	Carter Peterson Unowsky
District Construction Committee	Reviews construction project proposals and progress updates.	Meets as needed	Pollis Holje
District Curriculum Advisory Committee*	Parents, administration, and school staff – advise & support the implementation of the curriculum.	Meets quarterly on Wednesdays, 5-6:30 p.m. Online February 11, April 8	Liss Gens Ward
District Insurance Advisory Committee & Negotiations Representatives	Insurance Advisory Committee provides input on employee benefits programs.	Insurance Committee: Meets 5x per year on Wednesdays, 3:45-5 p.m. District Office boardroom February 11, March 11 Negotiations Team meets as needed	Pollis (Insurance & Negotiations) Spencer (Negotiations) Holje

District Technology Advisory Committee	Provides input on our technology infrastructure project, K-12 digital and media literacy standards, etc.	Meets 3-4 times per year, 5-6:30 p.m. District Office boardroom or online January 27, April 28	Carter Steele
Fiscal Planning Advisory Committee*	The purpose of FPAC is to provide advice to the superintendent in areas of budget and finance planning.	2nd Monday of the month 6:30-8 p.m. Online Jan. 12, Feb. 9, March 9, April 13, May 11	Spencer Holje Savatdy
Friends of Wood Lake (FOWL) Board of Directors	Advocacy and fundraising group in support of the nature center.	Typically 3rd Thursday of the month, 4:30 p.m. Wood Lake or online Jan. 15, Feb. 19, Mar. 19, Apr. 16, May 21, June 18, July 16, Aug. 20, Sept. 17, Oct. 15, Nov. 19	Liss
Health, Wellness & Safety Committee*	Reviews efforts to ensure a safe workplace and healthy place to learn.	Meets quarterly on Thursdays, 7:15-8 a.m. District Office boardroom February 19, April 23	Carter Holje Kretsinger Manning
Intermediate District 287 School Board*	Educational partner providing innovative specialized services to meet the unique learning needs students.	2nd and 4th Thursdays of the month, 6:30 p.m. District Service Center (1820 Xenium Lane N., Minneapolis, 55441)	Brakke (Liss?)
Minnesota State High School League	Provides opportunities for athletics and fine arts competition.	MSHSL League Office (2100 Freeway Boulevard, Brooklyn Center) 9:30 a.m. – 1 p.m. February 5, April 9, June 2	Pollis Unowsky Peterson
MSBA Delegate Assembly	MSBA supports, promotes and enhances the work of public school boards and public education.	Meets annually in December	Cole
Richfield City Council	Guides Richfield development.	2nd & 4th Tuesday of the Month, 7 p.m. Richfield Municipal Center, Council Chambers	Spencer
Richfield Historical Society	Collects, preserves and shares the story of Richfield	3rd Monday of the month, 7 p.m. Richfield History Center, 6901 Lyndale Ave.	Cole
Richfield Human Rights Commission	Helps to secure human rights and equal opportunity for residents of Richfield	1st Tuesday of the month, 6:30 p.m. Richfield City Hall	Liss
Richfield Spartan Foundation	Supports the youth of Richfield with activities and college scholarships.	Meets on an as-needed basis	Pollis Unowsky
Safe & Supportive Schools Advisory Committee	Provide input to improve school climate and safety ensuring that all Richfield students have a supportive learning environment that maximizes student learning potential.	Parent Mtgs: Quarterly, 5-7:30 p.m. February 10, May 12 District Office boardroom Student Mtgs: Quarterly at RMS, RHS, & RCEP during the school day	Banks Kupcho (RHS & RMS) Liss (Parent & RCEP) Clarkson Gonzalez
Special Education Advisory Committee	Provide input into the special education department and advocate for high-quality programs for all learners.	Meets quarterly, Mondays, 6-7:30 p.m. Online February 23, April 13	Spencer Krueger
Work Experience Advisory Committee	Advises RPS work-based learning program	Meets monthly on the 3rd Wednesday Online, 10:45-11:15 a.m. Jan. 21, Feb. 18, Mar. 18, April 22, May 20	Pollis

*It has been determined that a board representative is essential to the groups indicated by the asterisk, either because it is a requirement of membership in the organization or because Minnesota statute requires the committee/council to report to the board regularly.

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

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

Subject: HONORARIUM FOR BOARD

(Recommended by superintendent)

1. That the board of education sets the board honorarium at $600 per month, with an additional $300 per year for the clerk and $900 per year for the chair.

2. That the board of education sets an honorarium for student board representatives at $600 per calendar year that they serve on the board. Each student board representative will have the option to accept the honorarium or document their time serving on the board as volunteer service hours instead.

Background Information

According to Minnesota Statute 123B.09 Subd. 12., school boards establish their own compensation levels. Since 2023, the RPS board honorarium has been set at $600 per month, with an additional $300 per year for the clerk and $900 per year for the chair. An examination of metro district honorariums has occurred with the RPS board of education honorarium remaining near the median dollar figure. The honorarium for student board representatives has been set at $600 per calendar year since 2024. There is no comparison data for this figure, as it is not a common practice to provide a stipend for student board representatives in other districts.

NEW BUSINESS – For Action **Agenda Item VI.D.**

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

SUBJECT: Preschool Fees

(Recommended by the superintendent)

That the board approve offering full-day prekindergarten at all four elementary schools and continuing with half-day prekindergarten at the Central Education Center, with fees established at the levels indicated in the table below. These fees will be in effect until new rates are approved by the board.

Prices will vary depending on whether a student qualifies for VPK and/or Pathways scholarships. Many families will still be eligible for free or reduced rates.

Background Information

(Prepared by Amy Skare-Klecker & Rachel Gens)

Comparison data from other districts is included at the end of this document.

The fees below are to be approved in order to implement the programming as outlined in the presentation earlier in the meeting.

The chart below is based on 2025-26 income eligibility guidelines (2026-27 guidelines will be released in July 2026).

USE THIS CHART TO DETERMINE YOUR TUITION LEVEL AND COST *Eligibility for free or reduced-price preschool can also be based on other factors*			
HOUSEHOLD SIZE	**Level 1 (annual income) Educational Benefits 185% of federal poverty guidelines**	**Level 2 (annual income) 240% of federal poverty guidelines**	**Level 3 (annual income)**
2	$0 - $39,128	$39,129 - 50,760	$50,761 +
3	$0 - $49,303	$49,304 - $63,960	$63,961 +
4	$0 - $59,478	$59,479 - $77,160	$77,161 +
5	$0 - $69,653	$69,654 - $90,360	$90,361 +
6	$0 - $79,828	$79,829 - $103,560	$103,561 +
7	$0 - $90,003	$90,004 - $116,760	$116,761+
8	$0-$100,178	$100,179- $129,960	$129,961+
If you have more than 8 people in your household, please contact the District for pricing.			

MONTHLY TUITION FEE			
	Level 1	**Level 2**	**Level 3**
Preschool for 3's, Half days (2.5 hours) 2 days per week	$0 *with early learning scholarship*	$120	$160
Preschool for 3's, Half days (2.5 hours) 3 days per week	$0 *with early learning scholarship*	$172.50	$230
Prekindergarten for 4's Half days (2.5 hours) 5 days per week	$0	$292.50	$370
Prekindergarten for 4's Full days (6.5 hours) 5 days per week Discounted Price for VPK-eligible students	$0 *with early learning scholarship*	$322.50	$430
Prekindergarten for 4's Full days (6.5 hours) 5 days per week Full Price	n/a*	$600	$800

*Students who are eligible for educational benefits are eligible for VPK and would pay a discounted price listed in the row above.

Comparison Data from Other Districts:

	Full day 5 days per week (6.5 hrs)	Half Day 5 days per week (2.5 hrs)	Half day 3 days per week (2.5 hours)	Half day 2 days per week (2.5 hours)
RPS current fees		$370	$230	$160
Average of comparison districts	$921	$396	$251	$180
Median of comparison districts	$919	$408	$246	$178
Fun for Fours (Fun Club's PreK program)	$920 for full day plus after school care			
Proposed fees	$800 full price If eligible for VPK, $430	$370	$230	$160

The following districts are included in the comparison: Bloomington, Columbia Heights, Hopkins, Inver Grove Heights, North St. Paul-Maplewood-Oakdale, Shakopee, St. Anthony-New Brighton, Stillwater, St. Louis Park, West St. Paul-Mendota Heights-Eagan. Edina was not included because their program has a different length of day.

NEW BUSINESS – FOR REVIEW **Agenda Item VI.E.**

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

Subject: Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System

(Recommended by the superintendent)

A first read of Policy 709: Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System and Administrative Guideline 709.1. This policy is based in statute and compliance requirements.

The policy and guideline are being reviewed by the Finance Department.

Attachments:
Policy 709: Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System
Administrative Guideline 709.1
MSBA Model Policy 704: Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System
MSBA Model Policy 702: Accounting

RICHFIELD PUBLIC SCHOOLS

DEVELOPMENT AND MAINTENANCE OF AN INVENTORY OF FIXED ASSETS AND A FIXED ASSET ACCOUNTING SYSTEM

I. PURPOSE

The purpose of this policy is to provide for the development and maintenance of an inventory of the fixed assets of the school district and the establishment and maintenance of a fixed asset accounting system.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district that a fixed asset accounting system and an inventory of fixed assets be developed and maintained.

III. DEVELOPMENT OF INVENTORY AND ACCOUNTING SYSTEM

The superintendent or such other school official as designated by the superintendent shall be responsible for the development and maintenance of an inventory of the fixed assets of the school district, and for the establishment and maintenance of a formal fixed asset accounting system. The accounting systems shall be operated in compliance with the applicable provisions of the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS).

IV. REPORT

The administration shall annually update the property records of the school district and provide an inventory of the fixed assets of the school district to the school board.

Legal References:
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.14, Subd. 7 (Duties of School Board Clerk)
Minn. Stat. § 123B.02 (School District Powers)
Minn. Stat. § 123B.51 (Schoolhouse and Sites; Access for Non-curricular Purposes)

Cross References*:*
MSBA/MASA Model Policy 702 (Accounting)
MSBA Service Manual, Chapter 9, Public School Finance

RATIFIED BY THE BOARD OF EDUCATION: August 2, 2004
REVIEWED AND REAFFIRMED BY THE BOARD OF EDUCATION: October 7, 2013; December 21, 2020

RICHFIELD PUBLIC SCHOOLS

DEVELOPMENT AND MAINTENANCE OF AN INVENTORY OF FIXED ASSETS AND A FIXED ASSET ACCOUNTING SYSTEM

I. PURPOSE

The purpose of this administrative guideline is to provide for the development and maintenance of an inventory of the fixed assets of Richfield Public Schools and the establishment and maintenance of a fixed asset accounting system.

II. DEVELOPMENT OF INVENTORY AND ACCOUNTING SYSTEM

A. The policy of the District is that a fixed asset accounting system and an inventory of fixed assets be developed and maintained.

1. Capital asset additions shall be recorded in accordance with generally accepted government accounting standards. Assets shall be capitalized using a threshold of $10,000 or more per single item and having a useful life of at least four years. For those capital assets less than $10,000 per single item, but more than $50,000 in the aggregate and having a useful life of more than four years, shall also be capitalized.

2. Equipment Criteria:

   a. It maintains its original shape and appearance with use.

   b. It has a useful life of at least four years.

   c. It is non-expendable.

B. Buildings, equipment and capital improvements will be depreciated over their useful life.

III. REPORTING

The administration shall annually update the property records of the school district in preparation of the annual report to the Commissioner required by Minn. Stat. § 123B.14, Subd. 7.

Legal References:
Minn. Stat. § 123B.09 (School Board Powers)
Minn. Stat. § 123B.14, Subd. 7 (Duties of School Board Clerk)
Minn. Stat. § 123B.02 (School District Powers)
Minn. Stat. § 123B.51 (Schoolhouse and Sites; Access for Noncurricular Purposes)

Dated: August 2, 2004
Reviewed: October 7, 2013
Revised: December 21, 2020; June 23, 2025

Adopted: _____ *MSBA/MASA Model Policy 704*
Orig. 1995
Revised: _____ *Rev. 2025*

704 DEVELOPMENT AND MAINTENANCE OF AN INVENTORY OF FIXED ASSETS AND A FIXED ASSET ACCOUNTING SYSTEM

I. PURPOSE

The purpose of this policy is to provide for the development and maintenance of an inventory of the fixed assets of the school district and the establishment and maintenance of a fixed asset accounting system.

II. GENERAL STATEMENT OF POLICY

The policy of the school district is that a fixed asset accounting system and an inventory of fixed assets be developed and maintained.

III. DEVELOPMENT OF INVENTORY AND ACCOUNTING SYSTEM

The superintendent or such other school official as designated by the superintendent or the school board shall be responsible for the development and maintenance of an inventory of the fixed assets of the school district and for the establishment and maintenance of a formal fixed asset accounting system. The accounting system shall be operated in compliance with the applicable provisions of the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS) with a capitalization level that equals or exceeds $5,000. Group purchases for technology, furniture, or other equipment that is purchased as a per quantity that otherwise may be below the individual item threshold, the total threshold is $25,000. The inventory shall specify the location of all continued abstracts showing the conveyance of the property to the school district; certificates of title showing title to the property in the school district; title insurance policies; surveys; and other property records relating to the real property of the school district.

IV. REPORT

The administration shall annually update the property records of the school district and provide an inventory of the fixed assets of the school district to the school board.

Legal References: Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.51 (Schoolhouse and Sites; Uses for School and Nonschool Purposes; Closings)
GASB Implementation Guide 2021-1

Cross References: MSBA/MASA Model Policy 702 (Accounting)

Adopted: _____ *MSBA/MASA Model Policy 702*
Orig. 1995
Revised: _____ *Rev. 2022*

702 ACCOUNTING

[Note: The provisions of this policy reflect the applicable statutes and are not discretionary in nature.]

I. PURPOSE

The purpose of this policy is to adopt the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS) provided for in guidelines adopted by the Minnesota Department of Education.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to comply with the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts.

III. MAINTENANCE OF BOOKS AND ACCOUNTS

The school district shall maintain its books and records and do its accounting in compliance with the Uniform Accounting and Reporting Standards for Minnesota School Districts (UFARS) provided for in the guidelines adopted by the Minnesota Department of Education and in compliance with applicable state laws and rules relating to reporting of revenues and expenditures.

IV. PERMANENT FUND TRANSFERS

Unless otherwise authorized pursuant to Minnesota Statutes section 123B.80, as amended, or any other law, fund transfers shall be made in compliance with UFARS and permanent fund transfers shall only be made in compliance with Minnesota Statutes section 123B.79, as amended, or other applicable statute.

V. REPORTING

The school board shall provide for an annual audit of the books and records of the school district to assure compliance of its records with UFARS. Each year, the school district shall also provide for the publication of the financial information specified in Minnesota Statutes section 123B.10 in the manner specified therein.

Legal References:
Minn. Stat. § 123B.02 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.14, Subd. 7 (Officers of Independent School Districts)
Minn. Stat. § 123B.75 (Revenue; Reporting)
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)
Minn. Stat. § 123B.78 (Cash Flow; School District Revenues; Borrowing for Current Operating Costs; Capital Expenditure Deficits)
Minn. Stat. § 123B.79 (Permanent Fund Transfers)
Minn. Stat. § 123B.80 (Exceptions for Permanent Fund Transfers)

Cross References: MSBA/MASA Model Policy 703 (Annual Audit)

NEW BUSINESS – FOR REVIEW **Agenda Item VI.F.**

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

Subject: Protection and Privacy of Pupil Records

(Recommended by the superintendent)

A first read of Policy 581: Protection and Privacy of Pupil Records and Administrative Guidelines 581.1 and 581.2. This policy is based on statute and establishes what information about RPS students can be shared and under what circumstances.

The policy and guideline are being reviewed by the Student Information Team and Student Support Services Department.

Attachments:
Policy 581: Protection and Privacy of Pupil Records
Administrative Guideline 581.1: Access to Pupil Records by School Volunteers
Administrative Guideline 581.2: Release of Student Records
Administrative Guideline 581.2 Attachment: Student Records: What to Release and to Whom?
MSBA Model Policy 515: Protection and Privacy of Pupil Records

RICHFIELD PUBLIC SCHOOLS

PROTECTION AND PRIVACY OF PUPIL RECORDS

I. PURPOSE

The school district recognizes its responsibility in regard to the collection, maintenance and dissemination of pupil records and the protection of the privacy rights of students as provided in federal law and state statutes.

II. GENERAL STATEMENT OF POLICY

The following procedures and policies regarding the protection and privacy of parents and students are adopted by the school district, pursuant to the requirements of 20 U.S.C. §1232g, et seq., (Family Educational Rights and Privacy Act) 34 C.F.R. Part 99 and consistent with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13 and Minn. Rules Pts. 1205.0100 to 1205.2000.

III. DEFINITIONS

A. Dates of Attendance

Date of attendance, as referred to in Directory Information, means the period of time during which a student attends or attended a school or schools in the school district, including attendance in person or by paper correspondence, satellite, internet or other electronic communication technologies for students who are not in the classroom, and including the period during which a student is working under a work-study program. The term does not include specific daily records of a student's attendance at a school or schools in the school district.

B. Dependent student.

For purposes of this policy, a dependent student is the dependent of a taxpayer, who:

1. has the same principal place of abode as the taxpayer for more than half of the taxable year; and

2. has not provided over one half of his/her own support for the calendar year; and

3. has not attained the age of 24.

C. Directory information.

Directory information means information contained in an education record of a student which would not generally be considered harmful or an invasion of privacy if disclosed. It includes, but is not limited to: the student's name, name of school attended, dates of attendance, grade level, date of graduation, participation in officially recognized activities and sports, weight and height of members of athletic teams, degrees and awards received**,** as well as photos/videotape (excluding security camera videos in schools and/or in school buses) for school approved publications, school news purposes, school video productions or local cable casts. It also includes name, address, and telephone number of the student's parent(s). Directory information does not include:

1. a student's social security number;

2. a student's identification number (ID), user ID, or other unique personal identifier used by a student for purposes of accessing or communicating in electronic systems if the identifier may be used to access education records without use of one or more factors that authenticate the student's identity such as a personal identification number (PIN), password, or other factor known or possessed only by the authorized user;

3. a student ID or other unique personal identifier that is displayed on a student ID badge if the identifier can be used to gain access to educational
records when used in conjunction with one or more factors that authenticate the student's identity, such as a PIN, password, or other factor
known or possessed only by the student;

4. personally identifiable data which references religion, race, color, social position, or nationality; or

5. data collected from nonpublic school students, other than those who receive shared time educational services, unless written consent is given by the student's parent or guardian.

D. Education records.

1. What constitutes "education records." Education records, means those records which: (1) are directly related to a student; and (2) are maintained by the school district or by a party acting for the school district.

2. What does not constitute an education record. The term "education records" does not include:

a. Records of instructional personnel which:

(1) are in the sole possession of the maker thereof; and

(2) are not accessible or revealed to any other individual except a temporary substitute for the maker of the record; and
(3) are destroyed at the end of the school year.

b. Records of a law enforcement unit located at the school provided the law enforcement records are:

(1) maintained separately from education records;
(2) maintained solely for law enforcement purposes; and
(3) created by the law enforcement unit; and
(4) disclosed only to law enforcement officials of the same jurisdiction.

c. Records relating to an individual, including a student, who is employed by the school district which:

(1) are made and maintained in the normal course of business;
(2) relate exclusively to the individual in that individual's capacity as an employee; and
(3) are not available for use for any other purpose.

However, these provisions shall not apply to records relating to an individual in attendance at the school district who is employed as a result of his or her status as a student.

d. Records relating to an eligible student, or a student attending an institution of post-secondary education, which are:

(1) made or maintained by a physician, psychiatrist, psychologist or other recognized professional or paraprofessional acting in his or her professional or paraprofessional capacity or assisting in that capacity;
(2) made, maintained, or used only in connection with the provision of treatment to the student; and
(3) disclosed only to individuals providing the treatment; provided that the records can be personally reviewed by a physician or other appropriate professional of the student's choice. For the purpose of this definition, "treatment" does not include remedial educational activities or activities that are a part of the program of instruction within the school district.

e. Records that only contain information about an individual after they are no longer a student at the school district and that are not directly related to the individual’s attendance as a student.

E. Eligible student.

Eligible student means a student who has attained eighteen (18) years of age or is attending an institution of post-secondary education.

F. Juvenile justice system.

Juvenile justice system includes criminal justice agencies and the judiciary when involved in juvenile justice activities.

G. Legitimate educational interest.

Legitimate educational interest includes interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student, student health and welfare, and the ability to respond to a request for education data. It includes a person's need to know in order to:

1. Perform an administrative task required in the school or employee's contract or position description approved by the school board;

2. Perform a supervisory or instructional task directly related to the student's education;

3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement or student financial aid; or

4. Perform a task directly related to responding to a request for data.

H. Parent.

Parent means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent of the student in the absence of a parent or guardian. The school district may presume the parent has the authority to exercise the rights provided herein, unless it has been provided with evidence that there is a state law or court order governing such matters as marriage dissolution, separation or child custody, or a legally binding instrument which provides to the contrary.

I. Personally identifiable.

Personally identifiable means that the data or information includes, but is not limited to: (a) a student's name; (b) the name of the student's parent or other family member; (c) the address of the student or student's family; (d) a personal identifier such as the student's social security number or biometric record, if applicable; (e) a list of personal characteristics that would make the student's identity easily traceable; (f) other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or (g) information requested by a person who the school district reasonably believes knows the identity of the student to whom the education record relates.

J. Record.

Record means any information or data recorded in any way including, but not limited to, handwriting, print, computer media, video or audiotape, film, microfilm and microfiche.

K. Responsible authority.

Responsible authority*:* Craig Holje, Chief HR and Administrative Officer (612-798-6031)

L. Student.

Student includes any individual who is or has been in attendance, enrolled or registered at the school district and regarding whom the school district maintains education records. Student also includes applicants for enrollment or registration at the school district, and individuals who receive shared time educational services from the school district.

M. School official.

School official includes: (a) a person duly elected to the school board; (b) a person employed by the school board in an administrative, supervisory, instructional or other professional position; (c) a person employed by the school board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and (d) a person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, an attorney or an auditor for the period of his or her performance as an employee or contractor; (e) application service provider in performance of necessary functions of data collection, maintenance and storage.

N. Summary data.

Summary data means statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify the individual is ascertainable.

O. Other terms and phrases.

All other terms and phrases shall be defined in accordance with applicable state and federal law or ordinary customary usage.

IV. GENERAL CLASSIFICATION

State law provides that all data collected, created, received or maintained by a school district is public unless classified by state or federal law as not public or private or confidential. State law classifies all data on individuals maintained by a school district which relates to a student as private data on individuals. This data may not be disclosed to parties other than the parent or eligible student without consent, except pursuant to a valid court order, certain state statutes authorizing access, and the provisions of 20 U.S.C. §1232g and the regulations promulgated

thereunder. Note: A subpoena does not suffice for release of educational data. The requesting party must produce a valid court order.

V. STATEMENT OF RIGHTS

A. Rights of parents and eligible students.

Parents and eligible students have the following rights under this policy:

1. The right to inspect and review the student's education records;

2. The right to request the amendment of the student's education records to ensure that they are not inaccurate, misleading or otherwise in violation of the student's privacy or other rights;

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that such consent is not required for disclosure pursuant to this policy, state or federal law, or the regulations promulgated thereunder.

4. The right to refuse release of names, addresses, and home telephone numbers of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions;

5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the federal law and the regulations promulgated thereunder;

6. The right to be informed about rights under the federal law; and

7. The right to obtain a copy of this policy at the location set forth in the COPIES OF POLICY section of this policy.

B. Eligible students.

All rights and protections given parents under this policy transfer to the student when they reach eighteen (18) years of age or enroll in an institution of post-secondary education. The student then becomes an "eligible student." However, the parents of an eligible student who is also a "dependent student" are entitled to gain access to the educational records of such student without first obtaining the consent of the student. In addition, parents of an eligible student may be given access to education records in connection with a health or safety emergency if the disclosure meets the conditions of any provision set forth in 34 C.F.R. § 99.31(a).

C. Students with Disabilities

The school district shall follow 34 C.F.R. §§ 300.610-.617 with regard to the confidentiality of information related to students with a disability.

VI. DISCLOSURE OF EDUCATION RECORDS

A. Consent required for disclosure.

1. The school district shall obtain a signed and dated written informed consent of the parent of a student or the eligible student before disclosing personally identifiable information from the education records of the student, except as provided herein.

2. The written consent required by this subdivision must be signed and dated by the parent of the student or the eligible student giving the consent and shall include:

   a. a specification of the records to be disclosed;

   b. the purpose or purposes of the disclosure;

   c. the party or class of parties to whom the disclosure may be made;

   d. the consequences of giving informed consent; and

   e. if appropriate, a termination date for the consent.

3. When a disclosure is made under this subdivision:

   a. if the parent or eligible student so requests, the school district shall provide them with a copy of the records disclosed; and

   b. if the parent of a student who is not an eligible student so requests, the school district shall provide the student with a copy of the records disclosed.

4. If the responsible authority seeks an individual's informed consent to the release of private data to an insurer or the authorized representative of an insurer, informed consent shall not be deemed to have been given unless the statement is:

   a. in plain language;

   b. dated;

   c. specific in designating the particular persons or agencies the data subject is authorizing to disclose information about the data subject;

   d. specific as to the nature of the information the subject is authorizing to be disclosed;

   e. specific as to the persons or agencies to whom the subject is authorizing information to be disclosed;

f. specific as to the purpose or purposes for which the information may be used by any of the parties named in clause e, both at the time of the disclosure and at any time in the future; and

g. specific as to its expiration date which should be within a reasonable time, not to exceed one year except in the case of authorizations given in connection with applications for:

(1) life insurance or non-cancelable or guaranteed renewable health insurance and identified as such, two years after the date of the policy, or
(2) medical assistance under Minn. Stat. Ch. 256B or Minnesota Care under Minn. Stat. Ch. 256L, which shall be ongoing during all terms of eligibility, for individualized education program health-related services provided by a school district that are subject to third party reimbursement..

5. A signed and dated written consent may include a record and signature in electronic format that (a) identifies and authenticates a particular person as the source of the electronic consent; and (b) indicates such person's approval of the information contained in the electronic consent.

B. Eligible student consent.

Whenever a student has attained eighteen (18) years of age or is attending an institution of post-secondary education, the rights accorded to and the consent required of the parent of the student shall thereafter only be accorded to and required of the eligible student, except as provided in the STATEMENT OF RIGHTS section of this policy.

C. Prior consent for disclosure not required.

The school district may disclose personally identifiable information from the education records of a student without the written consent of the parent of the student or the eligible student unless otherwise provided herein, if the disclosure is:

1. To other school officials, including teachers, within the school district whom the school district determines have a legitimate educational interest in such records;

2. To officials of other schools or school districts in which the student seeks or intends to enroll, as long as the disclosure is for purposes related to the student's enrollment or transfer The records shall include information about disciplinary action taken as a result of any incident in which the student possessed or used a dangerous weapon and with proper annual notice (see the ANNUAL NOTIFICATION OF RIGHTS SECTION OF THIS POLICY), suspension and expulsion information pursuant to section 7917 of the federal Every Student Succeeds Act and, if applicable, data regarding a student's history of violent behavior. The records also shall include a copy of any probable cause notice or any

disposition or court order under Minn. Stat. § 260B.171, unless the data are required to be destroyed under Minn. Stat. § 120A.22, Subd. 7(c) or § 121A.75. Upon request, the school district will provide the parent or eligible student with a copy of the education records which have been transferred and provide an opportunity for a hearing to challenge the content of those records in accordance with the REQUEST TO AMEND RECORDS; PROCEDURES TO CHALLENGE DATA section of this policy.

3. To authorized representatives of the Comptroller General of the United States, the Secretary of the U.S. Department of Education, or an official or employee of the Department of Education acting for the Secretary under a delegation of authority, or the Commissioner of the State Department of Education or their representative, subject to the conditions relative to such disclosure provided under federal law;

4. In connection with financial aid for which a student has applied or has received, if the information is necessary for such purposes as to:

   a. determine eligibility for the aid;

   b. determine the amount of the aid;

   c. determine conditions for the aid; or

   d. enforce the terms and conditions of the aid.

   "Financial aid" for purposes of this provision means a payment of funds provided to an individual or a payment in kind of tangible or intangible property to the individual that is conditioned on the individual's attendance at an educational agency or institution.

5. To state and local officials or authorities to whom such information is specifically allowed to be reported or disclosed pursuant to state statute adopted:

   a. before November 19, 1974, if the allowed reporting or disclosure concerns the juvenile justice system and such system's ability to effectively serve the student whose records are released; or

   b. after November 19, 1974, if the reporting or disclosure allowed by state statute concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records are released, provided the officials and authorities to whom the records are disclosed certify in writing to the school district that the data will not be disclosed to any other party, except as provided by state law, without the prior written consent of the parent of the student. At a minimum, the school district shall disclose the following information to the juvenile justice system under this paragraph: a student's full name, home address, telephone number, and date of birth; a student's school schedule, attendance

record, and photographs, if any; and parents' names, home addresses, and telephone numbers.

6. To organizations conducting studies for or on behalf of educational agencies or institutions for the purpose of developing, validating or administering predictive tests, administering student aid programs or improving instruction; provided that the studies are conducted in a manner which does not permit the personal identification of parents or students by individuals other than representatives of the organization who have a legitimate interest in the information, and the information is destroyed when no longer needed for the purposes for which the study was conducted, and the school district enters into a written agreement with the organization that: (a) specifies the purpose, scope, and duration of the study or studies and the information to be disclosed; (b) requires the organization to use personally identifiable information from education records only to meet the purpose or purposes of the study as stated in the written agreement; (c) requires the organization to conduct the study in a manner that does not permit personal identification of parents and students by anyone other than representatives of the organization with legitimate interests; and (d) requires the organization to destroy all personally identifiable information when information is no longer needed for the purposes for which the study was conducted and specifies the time period in which the information must be destroyed. For purposes of this provision, the term "organizations" includes, but is not limited to, federal, state and local agencies and independent organizations. In the event the Department of Education determines that a third party outside of the school district to whom information is disclosed violates this provision, the school district may not allow that third party access to personally identifiable information from education records for at least five years.

7. To accrediting organizations in order to carry out their accrediting functions;

8. To parents of a dependent student or to the student themselves;

9. To comply with a judicial order provided, however, that the school district makes a reasonable effort to notify the parent or eligible student of the order in advance of compliance therewith so that the parent or eligible student may seek protective action. In addition, if the school district initiates legal action against a parent or student and has made a reasonable effort to notify the parent or eligible student in advance of its use, it may disclose the student's education records that are relevant to the action to the court without a court order. Also, if a parent or eligible student initiates a legal action against the school district, the school district may disclose to the court, without a court order or subpoena, the student’s education records that are relevant for the school district to defend itself;

10. To appropriate parties in connection with an emergency if knowledge of the information is necessary to protect the health, including the mental

health, or safety of the student or other individuals. The decision is to be based upon information available at the time the threat occurs that indicates that there is an articulable and significant threat to the health or safety of a student or other individuals. In making a determination whether to disclose information under this section, the school district may take into account the totality of the circumstances pertaining to a threat and may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other students. A record of this disclosure must be maintained pursuant to the RECORD KEEPING section of this policy. In addition, an educational agency or institution may include in the educational records of a student, appropriate information concerning disciplinary action taken against the student for conduct that posed a significant risk to the safety or well-being of that student, other students, or other members of the school community. This information may be disclosed to teachers and school officials within the school district and/or teachers and school officials in other schools who have legitimate educational interests in the behavior of the student.

11. Information the school district has designated as "directory information" pursuant to the RELEASE OF DIRECTORY INFORMATION section of this policy.

12. To the parent of a student who is not an eligible student or to the student himself or herself.

13. To appropriate health authorities to the extent necessary to administer immunization programs and for bona fide epidemiologic investigations which the commissioner of health determines are necessary to prevent disease or disability to individuals in the public educational agency or institution in which the investigation is being conducted.

14. To volunteers who are determined to have a legitimate educational interest in the data and who are conducting activities and events sponsored by or endorsed by the educational agency or institution for students or former students.

15. To the juvenile justice system if information about the behavior of a student who poses a risk of harm is reasonably necessary to protect the health or safety of the student or other individuals.

16. To military recruiting officers, under the following circumstances. The school district shall release to military recruiting officers the names, addresses, and home telephone numbers of students in grades 11 and 12, within 60 days after the date of request for such data.

    The school district shall give parents and students notice of the right to refuse release of this data to military recruiting officers, by publishing the notice in the Richfield Public Schools calendar and handbook, or by other means reasonably likely to inform the parents and students of the

right. If a parent or eligible student objects to the release of this data to military recruiting officers, the data shall not be disclosed.

Parents or eligible students wishing to prevent the release of data to military recruiters must provide written notice to the school district that they do not want the school district to release the student's name, address, and/or home telephone number. Such notice must be provided to the school district within 30 days after the district disseminates its annual data practices notice, or by October 1 of each school year, whichever is later.

Data released to military recruiting officers under this subdivision may be used only for the purpose of providing information to students about military service, state and federal veterans' education benefits, and other career and educational opportunities provided by the military; and shall not be further disseminated to any other person except personnel of the recruiting services of the armed forces.

A parent or eligible student's refusal to release the above information to military recruiting officers and post-secondary educational institutions does not affect the school district's release of directory information to the rest of the public, which includes military recruiting officers and post-secondary educational institutions. In order to make any directory information about a student private, the procedures contained in the RELEASE OF DIRECTORY INFORMATION section of this policy also must be followed. Accordingly, to the extent the school district has designated the name and grade level of students as directory information, absent a request from a parent or eligible student not to release such data, this information will be public data and accessible to members of the public, including military recruiting officers and post-secondary educational institutions.

17. To the juvenile justice system, on written request that certifies that the information will not be disclosed to any other person except as authorized by law without the written consent of the parent of the student:

    a. the following information about a student must be disclosed: a student's full name, home address, telephone number, date of birth; a student's school schedule, attendance record, and photographs, if any; and any parents' names, home addresses, and telephone numbers;

    b. the existence of the following information about a student, not the actual data or other information contained in the student's educational record, may be disclosed provided that a request for access must be submitted on the statutory form and it must contain an explanation of why access to the information is necessary to serve the student:

        (1) use of a controlled substance, alcohol, or tobacco;

(2) assaultive or threatening conduct that could result in dismissal from school under the Pupil Fair Dismissal Act;
(3) possession or use of weapons or look-alike weapons;
(4) theft; or
(5) vandalism or other damage to property. Prior to releasing this information, the principal or chief administrative officer of a school who receives such a request must, to the extent permitted by federal law, notify the student's parent or guardian by certified mail of the request to disclose information. If the student's parent or guardian notifies the school official of an objection to the disclosure within ten (10) days of receiving certified notice, the school official must not disclose the information and instead must inform the requesting member of the juvenile justice system of the objection. If no objection from the parent or guardian is received within fourteen (14) days, the school official must respond to the request for information.

The written requests of juvenile justice system member(s), as well as a record of any release, must be maintained in the student's file.

18. To the principal where the student attends and to any counselor directly supervising or reporting on the behavior or progress of the student if it is information from a disposition order received by a superintendent under Minn. Stat. §260B.171, Subd. 3. The principal must notify the counselor immediately and must place the disposition order in the student's permanent education record. The principal also must notify immediately any teacher or administrator who directly supervises or reports on the behavior or progress of the student whom the principal believes needs the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. The principal may also notify other school district employees, substitutes, and volunteers who are in direct contact with the student if the principal determines that these individuals need the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. Such notices from the principal must identify the student, outline the offense, and described any conditions of probation about which the school must provide information if this information is provided in the disposition order. Disposition order information received is private educational data received for the limited purpose of serving the educational needs of the student and protecting students and staff. The information may not be further disseminated by the counselor, teacher, administrator, staff member, substitute, or volunteer except as necessary to serve the student, to protect students and staff, or as otherwise required by law, and only to the student or the student's parent or guardian.

19. To the principal where the student attends if it is information from a peace officer's record of children received by a superintendent under Minn. Stat. §260B.171, Subd. 5. The principal must place the information in the student's educational record. The principal also must notify immediately any teacher, counselor, or administrator directly supervising the student whom the principal believes needs the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. The principal may also notify other district employees, substitutes, and volunteers who are in direct contact with the student if the principal determines that these individuals need the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. Such notices from the principal must identify the student and describe the alleged offense if this information is provided in the peace officer's notice. Peace officer's record information received is private educational data received for the limited purpose of serving the educational needs of the student and protecting students and staff. The information must not be further disseminated by the counselor, teacher, administrator, staff member, substitute, or volunteer except to communicate with the student or the student's parent or guardian as necessary to serve the student, to protect students and staff, or as otherwise required by law.

    The principal must delete the peace officer's record from the student's educational record, destroy the data, and make reasonable efforts to notify any teacher, counselor, staff member, administrator, substitute, or volunteer who received information from the peace officer's record if the county attorney determines not to proceed with a petition or directs the student into a diversion or mediation program or if a juvenile court makes a decision on a petition and the county attorney or juvenile court notifies the superintendent of such action.

20. To the Secretary of Agriculture, or authorized representative from the Food and Nutrition Service or contractors acting on behalf of the Food and Nutrition Service, for the purposes of conducting program monitoring, evaluations, and performance measurements of state and local educational and other agencies and institutions receiving funding or providing benefits of one or more programs authorized under the National School Lunch Act or the Child Nutrition Act of 1966 for which the results will be reported in an aggregate form that does not identify any individual, on the conditions that: (a) any data collected shall be protected in a manner that will not permit the personal identification of students and their parents by other than the authorized representatives of the Secretary; and (b) any personally identifiable data shall be destroyed when the data are no longer needed for program monitoring, evaluations, and performance measurements.

21. To an agency caseworker or other representative of a State or local child welfare agency, or tribal organization (as defined in 25 U.S.C. § 5304), who has the right to access a student's case plan, as defined and determined by the State or tribal organization, when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student, provided that the education records, or the personally identifiable information contained in such records, of the student will not be disclosed by such agency or organization, except to an individual or entity engaged in addressing the student's education needs and authorized by such agency or organization to receive such disclosure and such disclosure is consistent with the State or tribal laws applicable to protecting the confidentiality of a student's education records.

22. To a contractor, consultant, volunteer, or other party to whom the school district has outsourced institutional services or functions provided that the outside party:

    a. performs an institutional service or function for which the school district would otherwise use employees;
    b. is under the direct control of the school district with respect to the use and maintenance of education records; and
    c. will not disclose the information to any other party without the prior consent of the parent or eligible student and uses the information only for the purposes for which the disclosure was made.

D. Nonpublic School Students

The school district may disclose personally identifiable information from the education records of a nonpublic school student, other than a student who receives shared time educational services, without the written consent of the parent of the student or the eligible student unless otherwise provided herein, if the disclosure is:

1. Pursuant to a valid court order;

2. Pursuant to a statute specifically authorizing access to the private data; or

3. To appropriate health authorities to the extent necessary to administer immunization programs and for bona fide epidemiological investigations which the commissioner of health determines are necessary to prevent disease or disability to individuals in the public educational agency or institution in which the investigation is being conducted.

VII. RELEASE OF DIRECTORY INFORMATION

A. Classification.

Directory information is public except as provided herein.

B. Former students.

Unless a former student validly opted out of the release of directory information while the student was in attendance and has not rescinded the opt out request at any time, the school district may disclose directory information from the education records generated by it regarding an individual who is no longer in attendance within the school district without meeting the requirements of Paragraph C of this Section. In addition, under an explicit exclusion from the definition of an "education record," the school district may release records that only contain information about an individual obtained after he or she is no longer a student at the school district and that are not directly related to the individual's attendance as a student (e.g., a student's activities as an alumnus of the school district)

C. Present Students and Parents.

The school district may disclose directory information from the education records of a student and information regarding parents without prior written consent of the parent of the student or eligible student, except as provided herein. Prior to such disclosure the school district shall:

1. Annually, give public notice by any means that are reasonably likely to inform the parents and eligible students of:

   a. the types of personally identifiable information regarding students and/or parents that the school district has designated as directory information;

   b. the parent's or eligible student's right to refuse to let the school district designate any or all of those types of information about the student and/or the parent as directory information; and

   c. the period of time in which a parent or eligible student has to notify the school district in writing that they do not want any or all of those types of information about the student and/or the parent designated as directory information.

2. Allow a reasonable period of time after such notice has been given for a parent or eligible student to inform the school district, in writing, that any or all of the information so designated should not be disclosed without the parent's or eligible student's prior written consent, except as provided in the DISCLOSURE OF EDUCATION RECORDS section of this policy.

3. A parent or eligible student may not opt out of the directory information disclosures to:

a. prevent the school district from disclosing or requiring the student to disclose the student's name, ID, or school district e-mail address in a class in which the student is enrolled; or
b. prevent the school district from requiring a student to wear, to display publicly, or to disclose a student ID card or badge that exhibits information that may be designated as directory information and that has been properly designated by the school district as directory information.

4. The school district shall not disclose or confirm directory information without meeting the written consent requirements contained in the DISCLOSURE OF EDUCATION RECORDS section of this policy if a student's social security number or other nondirectory information is used alone or in combination with other data elements to identify or help identify the student or the student's records.

D. Procedure for obtaining nondisclosure of directory information.

The parent's or eligible student's written notice shall be directed to the responsible authority and shall include the following:

1. Name of the student and/or parent, as appropriate;

2. Home address;

3. School presently attended by student;

4. Parent's legal relationship to student, if applicable; and

5. Specific categories of directory information to be made not public without the parent's or eligible student's prior written consent, which shall only be applicable for that school year.

E. Duration.

The designation of any information as directory information about a student or parents will remain in effect for the remainder of the school year unless the parent or eligible student provides the written notifications provided herein.

VIII. DISCLOSURE OF PRIVATE RECORDS

A. Private records.

For the purposes herein, education records are records which are classified as private data on individuals by state law and which are accessible only to the student subject of the data and the student's parent if the student is not an eligible student. The school district may not disclose private records or their contents except as summary data, or except as provided in the DISCLOSURE OF EDUCATION RECORDS section of this policy, without the prior written consent of the parent or the eligible student. The school district

will use reasonable methods to identify and authenticate the identity of parents, students, school officials, and any other party to whom personally identifiable information from education records is disclosed.

B. Certain health records not accessible to parent.

In certain cases state law intends, and clearly provides, that certain health data contained in the education records of the school district pertaining to a student be accessible to the student alone, and to the parent only under special circumstances, if at all.

1. The responsible authority may deny access to private data by a parent when a minor student who is the subject of that data requests that the responsible authority deny such access. The minor student's request must be submitted in writing setting forth the reasons for denying access to the parent and must be signed by the minor. Upon receipt of such request the responsible authority shall determine if honoring the request to deny the parent access would be in the best interest of the minor data subject. In making this determination the responsible authority shall consider the following factors:

   a. whether the minor is of sufficient age and maturity to be able to explain the reasons for and understand the consequences of the request to deny access;

   b. whether the personal situation of the minor is such that denying parental access may protect the minor data subject from physical or emotional harm;

   c. whether there are grounds for believing that the minor data subject's reasons for precluding parental access are reasonably accurate;

   d. whether the data in question is of such a nature that disclosure of it to the parent may lead to physical or emotional harm to the minor data subject; and

   e. whether the data concerns medical, dental or other health services provided pursuant to Minn. Stat. §§ 144.341 to 144.347, in which case the data may be released only if the failure to inform the parent would seriously jeopardize the health of the minor.

C. Private records not accessible to student.

Students shall not be entitled to access to private data concerning financial records and statements of the student's parent or any information contained therein.

IX. DISCLOSURE OF CONFIDENTIAL RECORDS

A. Confidential records.

Confidential records are those records and data contained therein which are made not public by state or federal law, and which are inaccessible to the student and the student's parents or an eligible student.

B. Reports under the Maltreatment of Minors Reporting Act.

Pursuant to Minn. Stat. §260E.35, written copies of reports pertaining to a neglected and/or physically and/or sexually abused child shall be accessible only to the appropriate welfare and law enforcement agencies. In respect to other parties, such data shall be confidential and will not be made available to the parent or the subject individual by the school district. The data subject, however, may obtain a copy of the report from either the local welfare agency, county sheriff or the local police department subject to the provisions of Minn. Stat. § 260E.35, Subd. 3(a).

Regardless of whether a written report is made under Minn. Stat. § 626.556, Subd. 7, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.

C. Investigative data.

Data collected by the school district as part of an active investigation undertaken for the purpose of the commencement or defense of pending civil legal action, or which are retained in anticipation of a pending civil legal action are classified as protected nonpublic data in the case of data not on individuals, and confidential data in the case of data on individuals.

1. The school district may make any data classified as protected non-public or confidential pursuant to this subdivision accessible to any person, agency or the public if the school district determines that such access will aid the law enforcement process, promote public health or safety, or dispel widespread rumor or unrest.

2. A complainant has access to a statement provided by the complainant to the school district.

3. Parents or eligible students may have access to investigative data of which the student is the subject, but only to the extent the data is not inextricably intertwined with data about other school district students, school district employees, and/or attorney data as defined in Minn. Stat. § 13.393

4. Once a civil investigation becomes inactive, civil investigative data becomes public unless the release of the data would jeopardize another pending civil legal action, except for those portions of such data that are classified as not public data under state or federal law. Any civil

investigative data presented as evidence in court or made part of a court record shall be public. For purposes of this provision, a civil investigation becomes inactive upon the occurrence of any of the following events:

a. a decision by the school district, or by the chief attorney for the school district, not to pursue the civil legal action. However, such investigation may subsequently become active if the school district or its attorney decides to renew the civil legal action;

b. the expiration of the time to file a complaint under the statute of limitations or agreement applicable to the civil legal action; or

c. the exhaustion or expiration of rights of appeal by either party to the civil legal action.

5. A “pending civil legal action" for purposes of this subdivision is defined as including, but not limited to, judicial, administrative or arbitration proceedings.

D. Chemical Abuse Records

To the extent the school district maintains records of the identity, diagnosis, prognosis, or treatment of any student which are maintained in connection with the performance of any drug abuse prevention function conducted, regulated, or directly or indirectly assisted by any department or agency of the United States, such records are classified as confidential and shall be disclosed only for the purposes and under the circumstances expressly authorized by law.

X. DISCLOSURE OF SCHOOL RECORDS PRIOR TO EXCLUSION OR EXPULSION HEARING

At a reasonable time prior to any exclusion or expulsion hearing the student, the student's parent or guardian or representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the action proposed by the school district may be based, pursuant to the Minnesota Pupil Fair Dismissal Act, Minn. Stat. §121A.40 et. seq.

XI. LIMITS ON REDISCLOSURE

A. Redisclosure.

Consistent with the requirements herein, the school district may only disclose personally identifiable information from the education records of a student on the condition that the party to whom the information is to be disclosed will not disclose the information to any other party without the prior written consent of the parent of the student or the eligible student, except that the officers, employees and agents of any party receiving personally identifiable information under this Section may use the information, but only for the purposes for which the disclosure was made.

B. Redisclosure not prohibited.

1. Paragraph A of this Section does not preclude the school district from disclosing personally identifiable information under the DISCLOSURE OF EDUCATION RECORDS section of this policy with the understanding that the party receiving the information may make further disclosures of the information on behalf of the school district provided:

   a. The disclosures meet the requirements of the DISCLOSURE OF EDUCATION RECORDS section of this policy; and

   b. The school district has complied with the recordkeeping requirements of the RESPONSIBLE AUTHORITY; RECORD SECURITY; AND RECORD KEEPING section of this policy.

2. Paragraph A of this section does not apply to disclosures made pursuant to court orders, to disclosures of directory information, or to disclosures to a parent or student or to parents of dependent students, or to disclosures concerning sex offenders and other individuals required to register under 42 U.S.C. § 14071. However, the school district must provide the notification required in Paragraph D of this section if a redisclosure is made based upon a court order.

C. Classification of disclosed data.

The information disclosed shall retain the same classification in the hands of the party receiving it as it had in the hands of the school district.

D. Notification.

The school district shall, except for disclosures made pursuant to court orders, disclosure of directory information under the RELEASE OF DIRECTORY INFORMATION section of this policy, or disclosures to a parent or student, inform the party to whom a disclosure is made of the requirements set forth in this Section. In the event that the Family Policy Compliance Office determines that a third party improperly rediscloses personally identifiable information from education records, the school district may not allow that third party access to personally identifiable information from education records for at least five years.

XII. RESPONSIBLE AUTHORITY, RECORD SECURITY; AND RECORD KEEPING

A. Responsible authority.

The responsible authority shall be responsible for the maintenance and security of student records.

B. Record security.

The principal of each school subject to the supervision and control of the responsible authority shall be the records manager of the school, and shall

have the duty of maintaining and securing the privacy and/or confidentiality of student records.

C. Plan for securing student records.

The building principal shall submit to the responsible authority a written plan for securing students records by September 1 of each school year. The written plan shall contain the following information:

1. A description of records maintained;

2. Titles and addresses of person(s) responsible for the security of student records;

3. Location of student records, by category, in the buildings;

4. Means of securing student records; and

5. Procedures for access and disclosure.

D. Review of written plan for securing student records.

The responsible authority shall review the plans submitted pursuant to Paragraph C of this Section for compliance with the law, this policy and the various administrative policies of the school district. The responsible authority shall then promulgate a chart incorporating the provisions of Paragraph C which shall be attached to and become a part of this policy.

E. Recordkeeping.

1. The principal shall, for each request for and each disclosure of personally identifiable information from the education records of a student, maintain a record with the education records of the student which indicates:

   a. the parties who have requested or received personally identifiable information from the education records of the student;

   b. the legitimate interests these parties had in requesting or obtaining the information; and

   c. the names of the state and local educational authorities and federal officials and agencies listed in the DISCLOSURE OF EDUCATION RECORDS section of this policy that may make further disclosures of personally identifiable information from the student's education records without consent.

2. In the event the school district discloses personally identifiable information from an education record of a student pursuant to Paragraph B of the LIMITS ON REDISCLOSURE section of this policy, the record of disclosure required under this Section shall also include:

a. the names of the additional parties to which the receiving party may disclose the information on behalf of the school district; and

b. the legitimate interests under the DISCLOSURE OF EDUCATION RECORDS section of this policy which each of the additional parties has in requesting or obtaining the information.

c. a copy of the record of further disclosures maintained by a state or local educational authority or federal official or agency listed in the DISCLOSURE OF EDUCATION RECORDS section of this policy in accordance with 34 C.F.R. § 99.32 and to whom the school district disclosed information from an education record. The school district shall request a copy of the record of further disclosures from a state or local educational authority or federal official or agency to whom education records were disclosed upon a request from a parent or eligible student to review the record of requests for disclosure.

3. Paragraph (1) of Recordkeeping does not apply to requests by or disclosure to a parent of a student or an eligible student, disclosures pursuant to the written consent of a parent of a student or an eligible student, requests by or disclosures to other school officials under Paragraph B1 of the DISCLOSURE OF EDUCATION RECORDS section of this policy, to requests for disclosures of directory information under the RELEASE OF DIRECTORY INFORMATION section of this policy.

4. The record of requests of disclosures may be inspected by:

a. the parent of the student or the eligible student;

b. the school official or their assistants who are responsible for the custody of the records; and

c. the parties authorized by law to audit the recordkeeping procedures of the school district.

5. The school district shall record the following information when it discloses personally identifiable information from education records under the health or safety emergency exception:

a. the articulable and significant threat to the health or safety of a student or other individual that formed the basis for the disclosure; and

b. the parties to whom the school district disclosed the information.

6. The record of requests and disclosures shall be maintained with the education records of the student as long as the school district maintains the student's education records.

XIII. RIGHT TO INSPECT AND REVIEW EDUCATION RECORDS

A. Parent of a student, an eligible student or the parent of an eligible student who is also a dependent student.

The school district shall permit the parent of a student, an eligible student or the parent of an eligible student who is also a dependent student who is or has been in attendance in the school district to inspect or review the education records of the student, except those records which are made confidential by state or federal law or as otherwise provided in the DISCLOSURE OF PRIVATE RECORDS section of this policy.

B. Response to request for access.

The school district shall respond to any request pursuant to Paragraph A of this Section immediately, if possible, or within ten (10) days of the date of the request, excluding Saturdays, Sundays and legal holidays.

C. Right to inspect and review.

The right to inspect and review education records under Paragraph A of this Section includes:

1. The right to a response from the school district to reasonable requests for explanations and interpretations of records; and

2. If circumstances effectively prevent the parent or eligible student from exercising the right to inspect and review the education records, the school district shall provide the parent or eligible student with a copy of the records requested, or make other arrangements for the parent or eligible student to inspect and review the requested records.

3. Nothing in this policy shall be construed as limiting the frequency of inspection of the educational records of a student with a disability by the student’s parent or guardian or by the student upon the student reaching the age of majority

D. Form of request.

Parents or eligible students shall submit to the school district a written request to inspect education records which identify as precisely as possible the record or records they wish to inspect.

E. Collection of student records.

If a student's education records are maintained in more than one location, the responsible authority may collect copies of the records or the records themselves from the various locations so they may be inspected at one site. However, if the parent or eligible student wishes to inspect these records where they are maintained, the school district shall attempt to accommodate

those wishes. The parent or eligible student shall be notified of the time and place where the records may be inspected.

F. Records containing information on more than one student.

If the education records of a student contain information on more than one student, the parent or eligible student may inspect and review or be informed of only the specific information which pertains to that student.

G. Authority to inspect or review.

The school district may presume that either parent of the student has authority to inspect or review the education records of a student unless the school district has been provided with evidence that there is a legally binding instrument or a state law or court order governing such matters as marriage dissolution, separation or custody which provides to the contrary.

H. Fees for copies of records.

1. The school district shall charge a reasonable fee for providing photocopies or printed copies of records unless printing a copy is the only method to provide for the inspection of data. In determining the amount of the reasonable fee, the school district shall consider the following:

   a. the cost of materials, including paper, used to provide the copies;

   b. the cost of the labor required to prepare the copies;

   c. any schedule of standard copying charges established by the school district in its normal course of operations;

   d. any special costs necessary to produce such copies from machine based recordkeeping systems, including but not limited to computers and microfilm systems; and

   e. mailing costs.

2. If 100 or fewer pages of black and white, letter or legal size paper copies are requested, actual costs shall not be used, and instead, the charge shall be no more than 25 cents for each page copied.

3. The cost of providing copies shall be borne by the parent or eligible student.

4. The responsible authority, however, may not impose a fee for a copy of an education record made for a parent or eligible student if doing so would effectively prevent the parent or eligible student from exercising their right to inspect or review the student's education records.

5. The school district reserves the right to make a charge for copies such as transcripts it forwards to potential employers or post-secondary institutions for employment or admissions purposes. The fee for such copies and other copies forwarded to third parties with prior consent as a convenience will be the actual search/retrieval and copying costs, as permitted by law, plus postage, if that is involved.

XIV. REQUEST TO AMEND RECORDS; PROCEDURES TO CHALLENGE DATA

A. Request to amend education records.

The parent of a student or an eligible student who believes that information contained in the education records of the student is inaccurate, misleading or violates the privacy or other rights of the student may request that the school district amend those records.

1. The request shall be in writing, shall identify the item the requester believes to be inaccurate, misleading or in violation of the privacy or other rights of the student, shall state the reason for this belief, and shall specify the correction the requester wishes the school district to make. The request shall be signed and dated by the requester.

2. The school district shall decide whether to amend the education records of the student in accordance with the request within a reasonable period of time of receipt of the request.

3. If the school district decides to refuse to amend the education records of the student in accordance with the request, it shall so inform the parent of the student or the eligible student of the refusal and advise the parent or eligible student of the right to a hearing under Paragraph B of this Section.

B. Right to a hearing.

If the school district refuses to amend the education records of a student, the school district shall, on request, provide an opportunity for a hearing in order to challenge the content of the student's education records to ensure that information in the education records of the student is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student. A hearing shall be conducted in accordance with Paragraph C of this Section.

1. If, as a result of the hearing, the school district decides that the information is inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it shall amend the education records of the student accordingly, so inform the parent of the student or the eligible student in writing.

2. If, as a result of the hearing, the school district decides that the information is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it shall inform the parent or eligible

student of the right to place a statement in the record commenting on the contested information in the record or stating why they disagree with the decision of the school district, or both.

3. Any statement placed in the education records of the student under Paragraph B of this Section shall:

   a. be maintained by the school district as part of the education records of the student so long as the record or contested portion thereof is maintained by the school district; and

   b. if the education records of the student or the contested portion thereof is disclosed by the school district to any party, the explanation shall also be disclosed to that party.

C. Conduct of hearing.

1. The hearing shall be held within a reasonable period of time after the school district has received the request, and the parent of the student or the eligible student shall be given notice of the date, place and time reasonably in advance of the hearing.

2. The hearing may be conducted by any individual, including an official of the school district who does not have a direct interest in the outcome of the hearing. The school board attorney shall be in attendance to present the school board's position and advise the designated hearing officer on legal and evidentiary matters.

3. The parent of the student or eligible student shall be afforded a full and fair opportunity for hearing to present evidence relative to the issues raised under Paragraphs A and B of this Section and may be assisted or represented by individuals of his or her choice at his or her own expense, including an attorney.

4. The school district shall make a decision in writing within a reasonable period of time after the conclusion of the hearing. The decision shall be based solely on evidence presented at the hearing and shall include a summary of evidence and reasons for the decision.

D. Appeal.

The final decision of the designated hearing officer may be appealed in accordance with the applicable provisions of the Minn. Stat. Ch. 14 relating to contested cases.

XV. PROBLEMS ACCESSING DATA

A. The data practices compliance official is the designated employee to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems.

B. Data practices compliance official means *Craig Holje, Chief HR and Administrative Officer.*

C. Any request by an individual with a disability for reasonable modifications of the school district's policies or procedures for purposes of accessing records shall be made to the data practices compliance official.

XVI. COMPLAINTS FOR NONCOMPLIANCE

A. Where to file complaints.

Complaints regarding alleged violations of rights accorded parents and eligible students by 20 U.S.C. §1232g, and the rules promulgated thereunder, shall be submitted in writing to the Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, S.W., Washington, D.C. 20202-4605.

B. Content of complaint.

A complaint filed pursuant to this Section must contain specific allegations of fact giving reasonable cause to believe that a violation of 20 U.S.C. §1232g and the rules promulgated thereunder has occurred.

XVII. WAIVER

A parent or eligible student may waive any of his or her rights provided herein pursuant to 20 U.S.C. §1232g. A waiver shall not be valid unless in writing and signed by the parent or eligible student. The school district may not require such a waiver.

XVIII. ANNUAL NOTIFICATION OF RIGHTS

A. Contents of notice.

The school district shall give parents of students currently in attendance and eligible students currently in attendance annual notice by such means as are reasonably likely to inform the parents and eligible students of the following:

1. That the parent or eligible student has a right to inspect and review the student's education records and the procedure for inspecting and reviewing education records;

2. That the parent or eligible student has a right to seek amendment of the student's education records to ensure that those records are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights and the procedure for requesting amendment of records;

3. That the parent or eligible student has a right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that federal and state law and the

regulations promulgated thereunder authorize disclosure without consent;

4. That the parent or eligible student has a right to file a complaint with the U.S. Department of Education regarding an alleged failure by the school district to comply with the requirements of 20 U.S.C. §1232g, and the rules promulgated thereunder;

5. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest for purposes of disclosing education records to other school officials whom the school district has determined to have legitimate educational interests; and

6. That the school district forwards education records on request to a school in which a student seeks or intends to enroll or is already enrolled as long as the disclosure is for purposes related to the student's enrollment or transfer and that such records may include suspension and expulsion records pursuant to the federal Every Student Succeeds Act and, if applicable, a student's history of violent behavior.

B. Notification to parents of students having a primary home language other than English.

The school district shall provide for the need to effectively notify parents of students identified as having a primary or home language other than English.

C. Notification to parents or eligible students who are disabled.

The school district shall provide for the need to effectively notify parents or eligible students identified as disabled.

XIX. DESTRUCTION AND RETENTION OF RECORDS

Destruction and retention of records by the school district shall be controlled by state and federal law.

XX. COPIES OF POLICY

Copies of this policy may be obtained by parents and eligible students at the office of the Superintendent.

Legal References:

Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 120A.22 (Compulsory Instruction Dismissal Act)
Minn. Stat. § 144.341-144.347 (Consent of Minors for Health Services)
Minn. Stat. Ch.§ 260E (Reporting of Maltreatment of Minors)
Minn. Rules Pts. 1205.0100-1205.2000
20 U.S.C. Sec. 1232g et. seq. (Family Educational Rights and Privacy Act)
26 U.S.C. Sec. 1152 (Internal Revenue Code)
34 C.F.R. Secs. 99.1-99.67

Cross-References:
MSBA Service Manual, Chapter 13, School Law Bulletin "I" (School Records-Privacy-Access to Data)
Board Policy 541: Student Behavior and Administrative Guideline 541.1

RATIFIED BY THE BOARD OF EDUCATION: March 5, 2001

REVISED BY THE BOARD OF EDUCATION: November 19, 2001; December 20, 2004; July 17, 2006; February 16, 2021

RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINES

ACCESS TO PUPIL RECORDS BY SCHOOL VOLUNTEERS

I. PURPOSE

The purpose of these administrative guidelines is to provide guidance regarding the access to private educational data by volunteers to facilitate their volunteer activities.

II. POLICY REFERENCE

Board Policy 581, Protection and Privacy of Pupil Records, provides in Section VI.B., paragraphs 14 and 22, that the school district may disclose personally identifiable information from student education records without consent of the parent or student if the disclosure is:

A. To volunteers who are determined to have a legitimate education interest in the data and who are conducting activities and events sponsored by or endorsed by the educational agency or institution for students or former students.

OR

B. To a contractor, consultant, volunteer, or other party to whom the school district has outsourced institutional services or functions provided that the outside party:

1. performs an institutional service or function for which the school district would otherwise use employees;
2. is under the direct control of the school district with respect to the use and maintenance of education records; and
3. will not disclose the information to any other party without the prior consent of the parent or eligible student and uses the information only for the purposes for which the disclosure was made.

III. DETERMINATION OF LEGITIMATE EDUCATIONAL INTEREST

A. The Chief HR and Administrative Officer is designated to determine which volunteers have a legitimate education interest in the data.

B. In making the determination, the following factors will be considered:

1. The interest must be a legitimate educational interest, based on the nature of the organization and the nature of the particular volunteer activity.

   a. The following volunteer organizations and individuals are deemed to have an educational interest:

      - School parent organizations (e.g. PTO, PAG, PSE)
      - Booster groups (e.g. Band Boosters, interscholastic sports team booster groups)
      - RHS Senior Party Committee
      - Elementary room parents
      - Volunteers for other school-sponsored activities

   b. Activities that support the school program or provide assistance to the school administration, teachers, coaches, and activity supervisors in carrying out school-related programs and activities are deemed to have an educational interest.

   c. Activities such as assembling a directory for the purpose of parent or student networking are not deemed to have an educational interest.

2. The volunteers must need the private data to assist them in conducting activities and events that are sponsored by or endorsed by the school district.

   a. Following are examples of activities involving volunteer organizations and individuals that are sponsored or endorsed by the school district:

      - School or classroom field trips
      - School-wide events such as fun fairs and family nights
      - Vision and hearing screening
      - Kindergarten orientation
      - Curriculum nights, open houses, and parent / student orientations
      - School-wide testing
      - Trip to environmental learning center
      - End-of-season athletic team banquet

   b. Following are examples of activities that are not sponsored or endorsed by the school district. In some cases, the district does not sponsor or endorse such activities for liability reasons.

- Competition cheerleading
- Booster-organized activities such as a spring break trip to Florida to play in a baseball tournament
- Booster-organized parties other than the end-of-season athletic team banquet
- Global language trips
- Band / choir tours

c. Requests for private data by a volunteer organization should be determined on a case by case basis so that the district is able to consider whether the activity is one that is either sponsored or endorsed by the school district.

3. The volunteers must have a legitimate need for the information sought.

a. The private data sought must be directly relevant and necessary to perform the volunteer activity that has a legitimate educational interest

b. As an example, a volunteer may be granted access to student health and emergency information in order to help an activity supervisor check and organize student permission slips and health forms in preparation for a student trip.

c. By contrast, it would be inappropriate to provide health information to an athletic booster club for an unrelated purpose such as ordering athletic jerseys.

IV. RESPONSIBILITIES OF VOLUNTEERS

A. Volunteers who have access to private data shall use the data only for the purpose for which it was requested.

B. The data must not be discussed with or shown to others unless the other individual also has a legitimate educational interest in the data, or as otherwise permitted or required by law.

C. Wherever possible, private data must remain on school premises.

Dated: May 7, 2001
Reviewed: December 20, 2004; July 17, 2006
Revised: November 19, 2001; February 16, 2021

RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINES

RELEASE OF STUDENT RECORDS

I. PURPOSE

The purpose of these administrative guidelines is to provide general guidance regarding the release of student records in a variety of circumstances, consistent with Board Policy 581. These guidelines are based on the Family Educational Rights and Privacy Act, 20 U.S.C. 1232g (FERPA) and the Minnesota Government Data Practices Act ("MGDPA"), Minn. Stat. Ch. 13.

II. STUDENT RECORDS: WHAT TO RELEASE AND TO WHOM?

A. Appended is a table outlining a variety of situations in which the release of student records may be requested, along with the appropriate response.

B. The situations listed in the table are often fact dependent and the law changes frequently. Further, both FERPA and the MGDPA contain numerous exceptions. Accordingly, questions regarding the application of these guidelines should be directed to the Director of Personnel and Administrative Services, who serves as the district records officer.

C. The Chief HR and Administrative Officer may consult with legal counsel prior to taking action on a data request.

Dated: May 7, 2001
Reviewed: December 20, 2004; July 17, 2006
Revised: February 16, 2021

Independent School District 280
Richfield, Minnesota

STUDENT RECORDS: WHAT TO RELEASE AND TO WHOM?

The Family Educational Rights and Privacy Act, 20 U.S.C. 1232g ("FERPA") and the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, govern collection, storage, maintenance and dissemination of student data. Overlapping and sometimes supplementary legal protections include the constitutional right of privacy and the state common law right of privacy.

FERPA prohibits the disclosure of personally identifiable information that is contained in the student's record and assures access for the parent or the student. Both FERPA and its Minnesota counterpart, Chapter 13, contain many exceptions. Below are some general guidelines to follow in managing educational records. However, each situation is often fact dependent and the law changes frequently. Please consult with the Director of Personnel and Administrative Services prior to taking action on a data request. The Director may consult with legal counsel prior to determining an appropriate response.

SITUATION RELEASE OF DATA REQUESTED	DATA RELEASE - YES OR NO?
• To organizations conducting educational studies?	• Yes, if the purpose of the study is to develop, validate, or administer predictive tests, or to improve instruction. The information must be kept confidential or released only in summary form.
• To appropriate parties in connection with a health or safety emergency?	• Yes, if the information is necessary to protect the health or safety of the student or other individuals. This exception is intended to apply to crisis situations only and is very strictly construed.
• Release of "directory information" to the general public?	• Yes, if the district has duly designated this information as directory information.
• To authorized representatives of the Comptroller General of the United States, the U.S. Attorney General, the Secretary of U.S. Department of Education, or the Commissioner of the State Department of Children, Families & Learning?	• Yes, however, who and what is authorized depends upon the circumstances of the disclosure, such as Mandatory Reporting requirements.

• To the juvenile justice system?	• Yes, specific minimal data may be released prior to adjudication, if the data concern the juvenile justice system and the ability of the system to effectively serve the student. In addition, data on a student who is on probation may be released to the juvenile justice system if the data relates to the student's use of a controlled substance, alcohol, or tobacco; assaultive or threatening conduct that could result in dismissal from schools; possession or use of weapons or look-alike weapons; participation in gang activity; theft; or vandalism or damage to property. In addition, a school district must release to law enforcement the fact that a student brought a firearm to school, although it cannot release details about the incident, such as the school's disciplinary response.
• To comply with a judicial order or lawfully issued subpoena?	• Judicial order yes, subpoena no. Under federal law, a school district may disclose data to comply with a subpoena if the district first makes a reasonable effort to notify the parent or eligible student in advance of compliance with the subpoena, or restrictions are placed on re-disclosure. However, under Minnesota state law, a school district must release data only pursuant to a court order, not a subpoena. The more stringent state requirement must be followed in Minnesota.
• To the attorney, insurance representative, or other third parties working for or on behalf of the school district?	• Yes, if needed in the course of his or her representation of the district and the person has a legitimate need to know the data to perform his/her function for the district.
• To the attorney or advocate for the parent'?	• No, unless the parent or adult student has signed a prior written consent authorizing release of the data to their attorney or advocate.
• To accrediting organizations?	• Yes, as necessary to carry out accrediting functions.

Dated: May 7, 2001
Revised: February 16, 2021
Reviewed: December 20, 2004

Adopted: _____ *MSBA/MASA Model Policy 515*
Orig. 1995
Revised: _____ *Rev. 2025*

515 PROTECTION AND PRIVACY OF PUPIL RECORDS

[NOTE: School districts are required by statute to have a policy addressing these issues.]

I. PURPOSE

The school district recognizes its responsibility in regard to the collection, maintenance, and dissemination of pupil records and the protection of the privacy rights of students as provided in federal law and state statutes.

II. GENERAL STATEMENT OF POLICY

The following procedures and policies regarding the protection and privacy of parents and students are adopted by the school district, pursuant to the requirements of 20 United States Code, section 1232g, *et seq.* (Family Educational Rights and Privacy Act (FERPA)) 34 Code of Federal Regulations, part 99 and consistent with the requirements of the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13, and Minnesota Rules, parts 1205.0100-1205.2000.

III. DEFINITIONS

A. Authorized Representative

"Authorized representative" means any entity or individual designated by the school district, state, or an agency headed by an official of the Comptroller of the United States, the Attorney General of the United States, the Secretary of the U.S. Department of Education, or state and local educational authorities to conduct, with respect to federal or state supported education programs, any audit or evaluation or any compliance or enforcement activity in connection with federal legal requirements that relate to these programs.

B. Biometric Record

"Biometric record," as referred to in "Personally Identifiable," means a record of one or more measurable biological or behavioral characteristics that can be used for automated recognition of an individual (e.g., fingerprints, retina and iris patterns, voiceprints, DNA sequence, facial characteristics, and handwriting).

C. Dates of Attendance

"Dates of attendance," as referred to in "Directory Information," means the period of time during which a student attends or attended a school or schools in the school district, including attendance in person or by paper correspondence, videoconference, satellite, Internet, or other electronic information and telecommunications technologies for students who are not in the classroom, and including the period during which a student is working under a work-study program. The term does not include specific daily records of a student's attendance at a school or schools in the school district.

D. Directory Information

1. **[Insert school district definition of "directory information" here]**

   [NOTE: Please see the MSBA ISD Policy Services Newsletter (June 2025) for detailed guidance on creating a definition of "directory information."]

E. Education Records

1. What constitutes "education records"

   Education records means those records that are: (1) directly related to a student; and (2) maintained by the school district or by a party acting for the school district.

2. What does not constitute education records

   The term "education records" does not include:

   a. Records of instructional personnel that are:

      (1) kept in the sole possession of the maker of the record;

      (2) used only as a personal memory aid;

      (3) not accessible or revealed to any other individual except a temporary substitute teacher; and

      (4) destroyed at the end of the school year.

   b. Records of a law enforcement unit of the school district, provided education records maintained by the school district are not disclosed to the unit, and the law enforcement records are:

      (1) maintained separately from education records;

      (2) maintained solely for law enforcement purposes; and

      (3) disclosed only to law enforcement officials of the same jurisdiction.

   c. Records relating to an individual, including a student, who is employed by the school district which:

      (1) are made and maintained in the normal course of business;

      (2) relate exclusively to the individual in that individual's capacity as an employee; and

      (3) are not available for use for any other purpose.

      However, records relating to an individual in attendance at the school district who is employed as a result of his or her status as a student are

education records.

d. Records relating to an eligible student, or a student attending an institution of post-secondary education, that are:

(1) made or maintained by a physician, psychiatrist, psychologist, or other recognized professional or paraprofessional acting in his or her professional or paraprofessional capacity or assisting in that capacity;

(2) made, maintained, or used only in connection with the provision of treatment to the student; and

(3) disclosed only to individuals providing the treatment; provided that the records can be personally reviewed by a physician or other appropriate professional of the student's choice. For the purpose of this definition, "treatment" does not include remedial educational activities or activities that are a part of the program of instruction within the school district.

e. Records created or received by the school district after an individual is no longer a student at the school district and that are not directly related to the individual's attendance as a student.

f. Grades on peer-related papers before the papers are collected and recorded by a teacher.

F. Education Support Services Data

"Education support services data" means data on individuals collected, created, maintained, used, or disseminated relating to programs administered by a government entity or entity under contract with a government entity designed to eliminate disparities and advance equities in educational achievement for youth by coordinating services available to participants, regardless of the youth's involvement with other government services. Education support services data does not include welfare data under Minnesota Statutes, section 13.46.

Unless otherwise provided by law, all education support services data are private data on individuals and must not be disclosed except according to Minnesota Statutes, section 13.05 or a court order.

G. Eligible Student

"Eligible student" means a student who has attained eighteen (18) years of age or is attending an institution of post-secondary education.

H. Juvenile Justice System

"Juvenile justice system" includes criminal justice agencies and the judiciary when involved in juvenile justice activities.

I. Legitimate Educational Interest

"Legitimate educational interest" includes an interest directly related to classroom instruction, teaching, student achievement and progress, discipline of a student, student

health and welfare, and the ability to respond to a request for education data. It includes a person's need to know in order to:

1. Perform an administrative task required in the school or employee's contract or position description approved by the school board;

2. Perform a supervisory or instructional task directly related to the student's education;

3. Perform a service or benefit for the student or the student's family such as health care, counseling, student job placement, or student financial aid; or

4. Perform a task directly related to responding to a request for data.

J. Parent

"Parent" means a parent of a student and includes a natural parent, a guardian, or an individual acting as a parent of the student in the absence of a parent or guardian. The school district may presume the parent has the authority to exercise the rights provided herein, unless it has been provided with evidence that there is a state law or court order governing such matters as marriage dissolution, separation or child custody, or a legally binding instrument which provides to the contrary.

K. Personally Identifiable

"Personally identifiable" means that the data or information includes, but is not limited to: (a) a student's name; (b) the name of the student's parent or other family member; (c) the address of the student or student's family; (d) a personal identifier such as the student's social security number or student number or biometric record; (e) other indirect identifiers, such as the student's date of birth, place of birth, and mother's maiden name; (f) other information that, alone or in combination, is linked or linkable to a specific student that would allow a reasonable person in the school community, who does not have personal knowledge of the relevant circumstances, to identify the student with reasonable certainty; or (g) information requested by a person who the school district reasonably believes knows the identity of the student to whom the education record relates.

L. Record

"Record" means any information or data recorded in any way including, but not limited to, handwriting, print, computer media, video or audio tape, film, microfilm, and microfiche.

M. Responsible Authority

"Responsible authority" means *[designate title and actual name of individual]*.

N. Student

"Student" includes any individual who is or has been in attendance, enrolled, or registered at the school district and regarding whom the school district maintains education records. "Student" also includes applicants for enrollment or registration at the school district and individuals who receive shared time educational services from the school district.

O. School Official

"School official" includes: (a) a person duly elected to the school board; (b) a person employed by the school board in an administrative, supervisory, instructional, or other professional position; (c) a person employed by the school board as a temporary substitute in a professional position for the period of his or her performance as a substitute; and (d) a person employed by, or under contract to, the school board to perform a special task such as a secretary, a clerk, a public information officer or data practices compliance official, an attorney, or an auditor for the period of his or her performance as an employee or contractor.

[NOTE: School districts may wish to reference police liaison officers in the definition of a "school official." Depending on the circumstances of the relationship, this may be added in subpart (d) of the definition or in a new subpart (e). Caution should be used to ensure that police liaison officers are considered "school officials" only when performing duties as a police liaison officer and that they are trained as to their obligations pursuant to this policy. Consultation with the school district's legal counsel is recommended.]

P. Summary Data

"Summary data" means statistical records and reports derived from data on individuals but in which individuals are not identified and from which neither their identities nor any other characteristic that could uniquely identify the individual is ascertainable.

Q. Other Terms and Phrases

All other terms and phrases shall be defined in accordance with applicable state and federal law or ordinary customary usage.

IV. GENERAL CLASSIFICATION

State law provides that all data collected, created, received, or maintained by a school district are public unless classified by state or federal law as not public or private or confidential. State law classifies all data on individuals maintained by a school district which relates to a student as private data on individuals. This data may not be disclosed to parties other than the parent or eligible student without consent, except pursuant to a valid court order, certain state statutes authorizing access, and the provisions of FERPA and the regulations promulgated thereunder.

V. STATEMENT OF RIGHTS

A. Rights of Parents and Eligible Students

Parents and eligible students have the following rights under this policy:

1. The right to inspect and review the student's education records;

2. The right to request the amendment of the student's education records to ensure that they are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights;

3. The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that such consent is not required for disclosure pursuant to this policy, state or federal law, or the regulations promulgated thereunder;

4. The right to refuse release of names, addresses, and home telephone numbers of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions;

5. The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school district to comply with the federal law and the regulations promulgated thereunder;

6. The right to be informed about rights under the federal law; and

7. The right to obtain a copy of this policy at the location set forth in Section XXI. of this policy.

B. Eligible Students

All rights and protections given to parents under this policy transfer to the student when he or she reaches eighteen (18) years of age or enrolls in an institution of post-secondary education. The student then becomes an "eligible student." However, the parents of an eligible student who is also a "dependent student" are entitled to gain access to the education records of such student without first obtaining the consent of the student. In addition, parents of an eligible student may be given access to education records in connection with a health or safety emergency if the disclosure meets the conditions of any provision set forth in 34 Code of Federal Regulations, section 99.31(a).

C. Students with a Disability

The school district shall follow 34 Code of Federal Regulations, sections 300.610-300.617 with regard to the privacy, notice, access, recordkeeping, and accuracy of information related to students with a disability.

VI. DISCLOSURE OF EDUCATION RECORDS

A. Consent Required for Disclosure

1. The school district shall obtain a signed and dated written informed consent of the parent of a student or the eligible student before disclosing personally identifiable information from the education records of the student, except as provided herein.

2. The written consent required by this subdivision must be signed and dated by the parent of the student or the eligible student giving the consent and shall include:

   a. a specification of the records to be disclosed;

   b. the purpose or purposes of the disclosure;

   c. the party or class of parties to whom the disclosure may be made;

   d. the consequences of giving informed consent; and

   e. if appropriate, a termination date for the consent.

3. When a disclosure is made under this subdivision:

a. if the parent or eligible student so requests, the school district shall provide him or her with a copy of the records disclosed; and

b. if the parent of a student who is not an eligible student so requests, the school district shall provide the student with a copy of the records disclosed.

4. A signed and dated written consent may include a record and signature in electronic form that:

a. identifies and authenticates a particular person as the source of the electronic consent; and

b. indicates such person's approval of the information contained in the electronic consent.

5. If the responsible authority seeks an individual's informed consent to the release of private data to an insurer or the authorized representative of an insurer, informed consent shall not be deemed to have been given unless the statement is:

a. in plain language;

b. dated;

c. specific in designating the particular persons or agencies the data subject is authorizing to disclose information about the data subject;

d. specific as to the nature of the information the subject is authorizing to be disclosed;

e. specific as to the persons or agencies to whom the subject is authorizing information to be disclosed;

f. specific as to the purpose or purposes for which the information may be used by any of the parties named in Clause e. above, both at the time of the disclosure and at any time in the future; and

g. specific as to its expiration date which should be within a reasonable time, not to exceed one year except in the case of authorizations given in connection with applications for: (i) life insurance or noncancellable or guaranteed renewable health insurance and identified as such, two years after the date of the policy, or (ii) medical assistance under Minnesota Statutes, chapter 256B or Minnesota Care under Minnesota Statutes, chapter 256L, which shall be ongoing during all terms of eligibility, for individualized education program health-related services provided by a school district that are subject to third party reimbursement.

6. Eligible Student Consent

Whenever a student has attained eighteen (18) years of age or is attending an institution of post-secondary education, the rights accorded to and the consent required of the parent of the student shall thereafter only be accorded to and

required of the eligible student, except as provided in Section V. of this policy.

B. Prior Consent for Disclosure Not Required

The school district may disclose personally identifiable information from the education records of a student without the written consent of the parent of the student or the eligible student unless otherwise provided herein, if the disclosure is:

1. To other school officials, including teachers, within the school district whom the school district determines have a legitimate educational interest in such records;

2. To a contractor, consultant, volunteer, or other party to whom the school district has outsourced institutional services or functions provided that the outside party:

   a. performs an institutional service or function for which the school district would otherwise use employees;

   b. is under the direct control of the school district with respect to the use and maintenance of education records; and

   c. will not disclose the information to any other party without the prior consent of the parent or eligible student and uses the information only for the purposes for which the disclosure was made;

3. To officials of other schools, school districts, or post-secondary educational institutions in which the student seeks or intends to enroll, or is already enrolled, as long as the disclosure is for purposes related to the student's enrollment or transfer. The records shall include information about disciplinary action taken as a result of any incident in which the student possessed or used a dangerous weapon, and with proper annual notice (see Section XIX.), suspension and expulsion information pursuant to section 7917 of the federal Every Student Succeeds Act, 20 United States Code, section 7917, *[insert the following if the school district has a policy regarding Staff Notification of Violent Behavior by Students]* and, if applicable, data regarding a student's history of violent behavior. The records also shall include a copy of any probable cause notice or any disposition or court order under Minnesota Statutes, section 260B.171, unless the data are required to be destroyed under Minnesota Statutes, section 120A.22, subdivision 7(c) or section 121A.75. On request, the school district will provide the parent or eligible student with a copy of the education records that have been transferred and provide an opportunity for a hearing to challenge the content of those records in accordance with Section XV. of this policy;

4. To authorized representatives of the Comptroller General of the United States, the Attorney General of the United States, the Secretary of the U.S. Department of Education, or the Commissioner of the State Department of Education or his or her representative, subject to the conditions relative to such disclosure provided under federal law;

5. In connection with financial aid for which a student has applied or has received, if the information is necessary for such purposes as to:

   a. determine eligibility for the aid;

   b. determine the amount of the aid;

c. determine conditions for the aid; or

d. enforce the terms and conditions of the aid.

"Financial aid" for purposes of this provision means a payment of funds provided to an individual or a payment in kind of tangible or intangible property to the individual that is conditioned on the individual's attendance at an educational agency or institution;

6. To state and local officials or authorities to whom such information is specifically allowed to be reported or disclosed pursuant to state statute adopted:

   a. before November 19, 1974, if the allowed reporting or disclosure concerns the juvenile justice system and such system's ability to effectively serve the student whose records are released; or

   b. after November 19, 1974, if the reporting or disclosure allowed by state statute concerns the juvenile justice system and the system's ability to effectively serve, prior to adjudication, the student whose records are released, provided the officials and authorities to whom the records are disclosed certify in writing to the school district that the data will not be disclosed to any other party, except as provided by state law, without the prior written consent of the parent of the student. At a minimum, the school district shall disclose the following information to the juvenile justice system under this paragraph: a student's full name, home address, telephone number, and date of birth; a student's school schedule, attendance record, and photographs, if any; and parents' names, home addresses, and telephone numbers;

7. To organizations conducting studies for or on behalf of educational agencies or institutions for the purpose of developing, validating, or administering predictive tests, administering student aid programs, or improving instruction; provided that the studies are conducted in a manner which does not permit the personal identification of parents or students by individuals other than representatives of the organization who have a legitimate interest in the information, the information is destroyed when no longer needed for the purposes for which the study was conducted, and the school district enters into a written agreement with the organization that: (a) specifies the purpose, scope, and duration of the study or studies and the information to be disclosed; (b) requires the organization to use personally identifiable information from education records only to meet the purpose or purposes of the study as stated in the written agreement; (c) requires the organization to conduct the study in a manner that does not permit personal identification of parents and students by anyone other than representatives of the organization with legitimate interests; and (d) requires the organization to destroy all personally identifiable information when information is no longer needed for the purposes for which the study was conducted and specifies the time period in which the information must be destroyed. For purposes of this provision, the term, "organizations," includes, but is not limited to, federal, state, and local agencies and independent organizations. In the event the Department of Education determines that a third party outside of the school district to whom information is disclosed violates this provision, the school district may not allow that third party access to personally identifiable information from education records for at least five (5) years;

8. To accrediting organizations in order to carry out their accrediting functions;

9. To parents of a student eighteen (18) years of age or older if the student is a dependent of the parents for income tax purposes;

10. To comply with a judicial order or lawfully issued subpoena, provided, however, that the school district makes a reasonable effort to notify the parent or eligible student of the order or subpoena in advance of compliance therewith so that the parent or eligible student may seek protective action, unless the disclosure is in compliance with a federal grand jury subpoena, or any other subpoena issued for law enforcement purposes, and the court or other issuing agency has ordered that the existence or the contents of the subpoena or the information furnished in response to the subpoena not be disclosed, or the disclosure is in compliance with an ex parte court order obtained by the United States Attorney General (or designee not lower than an Assistant Attorney General) concerning investigations or prosecutions of an offense listed in 18 United States Code, section 2332b(g)(5)(B), an act of domestic or international terrorism as defined in 18 United States Code, section 2331, or a parent is a party to a court proceeding involving child abuse and neglect or dependency matters, and the order is issued in the context of the proceeding. If the school district initiates legal action against a parent or student, it may disclose to the court, without a court order or subpoena, the education records of the student that are relevant for the school district to proceed with the legal action as a plaintiff. Also, if a parent or eligible student initiates a legal action against the school district, the school district may disclose to the court, without a court order or subpoena, the student's education records that are relevant for the school district to defend itself;

11. To appropriate parties, including parents of an eligible student, in connection with an emergency if knowledge of the information is necessary to protect the health, including the mental health, or safety of the student or other individuals. The decision is to be based upon information available at the time the threat occurs that indicates that there is an articulable and significant threat to the health or safety of a student or other individuals. In making a determination whether to disclose information under this section, the school district may take into account the totality of the circumstances pertaining to a threat and may disclose information from education records to any person whose knowledge of the information is necessary to protect the health or safety of the student or other students. A record of this disclosure must be maintained pursuant to Section XIII.E. of this policy. In addition, an educational agency or institution may include in the education records of a student appropriate information concerning disciplinary action taken against the student for conduct that posed a significant risk to the safety or well-being of that student, other students, or other members of the school community. This information may be disclosed to teachers and school officials within the school district and/or teachers and school officials in other schools who have legitimate educational interests in the behavior of the student;

12. To the juvenile justice system if information about the behavior of a student who poses a risk of harm is reasonably necessary to protect the health or safety of the student or other individuals;

13. Information the school district has designated as "directory information" pursuant to Section VII. of this policy;

14. To military recruiting officers and post-secondary educational institutions pursuant to Section XI. of this policy;

15. To the parent of a student who is not an eligible student or to the student himself or herself;

16. To appropriate health authorities to the extent necessary to administer immunization programs and for bona fide epidemiologic investigations which the commissioner of health determines are necessary to prevent disease or disability to individuals in the public educational agency or institution in which the investigation is being conducted;

17. To volunteers who are determined to have a legitimate educational interest in the data and who are conducting activities and events sponsored by or endorsed by the educational agency or institution for students or former students;

18. To the juvenile justice system, on written request that certifies that the information will not be disclosed to any other person except as authorized by law without the written consent of the parent of the student:

    a. the following information about a student must be disclosed: a student's full name, home address, telephone number, date of birth; a student's school schedule, daily attendance record, and photographs, if any; and any parents' names, home addresses, and telephone numbers;

    b. the existence of the following information about a student, not the actual data or other information contained in the student's education record, may be disclosed provided that a request for access must be submitted on the statutory form and it must contain an explanation of why access to the information is necessary to serve the student: (1) use of a controlled substance, alcohol, or tobacco; (2) assaultive or threatening conduct that could result in dismissal from school under the Pupil Fair Dismissal Act; (3) possession or use of weapons or look-alike weapons; (4) theft; or (5) vandalism or other damage to property. Prior to releasing this information, the principal or chief administrative officer of a school who receives such a request must, to the extent permitted by federal law, notify the student's parent or guardian by certified mail of the request to disclose information. If the student's parent or guardian notifies the school official of an objection to the disclosure within ten (10) days of receiving certified notice, the school official must not disclose the information and instead must inform the requesting member of the juvenile justice system of the objection. If no objection from the parent or guardian is received within fourteen (14) days, the school official must respond to the request for information.

    The written requests of the juvenile justice system member(s), as well as a record of any release, must be maintained in the student's file;

19. To the principal where the student attends and to any counselor directly supervising or reporting on the behavior or progress of the student if it is information from a disposition order received by a superintendent under Minnesota Statutes, section 260B.171, subdivision 3. The principal must notify the counselor immediately and must place the disposition order in the student's permanent education record. The principal also must notify immediately any teacher or administrator who directly supervises or reports on the behavior or

progress of the student whom the principal believes needs the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. The principal may also notify other school district employees, substitutes, and volunteers who are in direct contact with the student if the principal determines that these individuals need the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. Such notices from the principal must identify the student, outline the offense, and describe any conditions of probation about which the school must provide information if this information is provided in the disposition order. Disposition order information received is private educational data received for the limited purpose of serving the educational needs of the student and protecting students and staff. The information may not be further disseminated by the counselor, teacher, administrator, staff member, substitute, or volunteer except as necessary to serve the student, to protect students and staff, or as otherwise required by law, and only to the student or the student's parent or guardian;

20. To the principal where the student attends if it is information from a peace officer's record of children received by a superintendent under Minnesota Statutes, section 260B.171, subdivision 5. The principal must place the information in the student's education record. The principal also must notify immediately any teacher, counselor, or administrator directly supervising the student whom the principal believes needs the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. The principal may also notify other district employees, substitutes, and volunteers who are in direct contact with the student if the principal determines that these individuals need the information to work with the student in an appropriate manner, to avoid being needlessly vulnerable, or to protect other persons from needless vulnerability. Such notices from the principal must identify the student and describe the alleged offense if this information is provided in the peace officer's notice. Peace officer's record information received is private educational data received for the limited purpose of serving the educational needs of the student and protecting students and staff. The information must not be further disseminated by the counselor, teacher administrator, staff member, substitute, or volunteer except to communicate with the student or the student's parent or guardian as necessary to serve the student, to protect students and staff, or as otherwise required by law.

    The principal must delete the peace officer's record from the student's education record, destroy the data, and make reasonable efforts to notify any teacher, counselor, staff member, administrator, substitute, or volunteer who received information from the peace officer's record if the county attorney determines not to proceed with a petition or directs the student into a diversion or mediation program or if a juvenile court makes a decision on a petition and the county attorney or juvenile court notifies the superintendent of such action;

21. To the Secretary of Agriculture, or authorized representative from the Food and Nutrition Service or contractors acting on behalf of the Food and Nutrition Service, for the purposes of conducting program monitoring, evaluations, and performance measurements of state and local educational and other agencies and institutions receiving funding or providing benefits of one or more programs authorized under the National School Lunch Act or the Child Nutrition Act of 1966 for which the results will be reported in an aggregate form that does not

identify any individual, on the conditions that: (a) any data collected shall be protected in a manner that will not permit the personal identification of students and their parents by other than the authorized representatives of the Secretary; and (b) any personally identifiable data shall be destroyed when the data are no longer needed for program monitoring, evaluations, and performance measurements; or

22. To an agency caseworker or other representative of a State or local child welfare agency, or tribal organization (as defined in 25 United States Code, section 5304), who has the right to access a student's case plan, as defined and determined by the State or tribal organization, when such agency or organization is legally responsible, in accordance with State or tribal law, for the care and protection of the student, provided that the education records, or the personally identifiable information contained in such records, of the student will not be disclosed by such agency or organization, except to an individual or entity engaged in addressing the student's education needs and authorized by such agency or organization to receive such disclosure and such disclosure is consistent with the State or tribal laws applicable to protecting the confidentiality of a student's education records.

23. When requested, and in accordance with requirements for parental consent in 34 Code of Federal Regulations, section 300.622(b)(2), and part 99, educational agencies or institutions may share personal student contact information and directory information for students served in special education with postsecondary transition planning and services under Minnesota Statutes, section 125A.08, paragraph (b), clause (1), whether public or private, with the Minnesota Department of Employment and Economic Development, as required for coordination of services to students with disabilities under Minnesota Statutes, sections 125A.08, paragraph (b), clause (1); 125A.023; and 125A.027.

[NOTE: The 2025 Minnesota legislature amended Minnesota Statutes, section 13.32, subdivision 5, to include this update.]

C. Nonpublic School Students

The school district may disclose personally identifiable information from the education records of a nonpublic school student, other than a student who receives shared time educational services, without the written consent of the parent of the student or the eligible student unless otherwise provided herein, if the disclosure is:

1. Pursuant to a valid court order;

2. Pursuant to a statute specifically authorizing access to the private data; or

3. To appropriate health authorities to the extent necessary to administer immunization programs and for bona fide epidemiological investigations which the commissioner of health determines are necessary to prevent disease or disability to individuals in the public educational agency or institution in which the investigation is being conducted.

VII. RELEASE OF DIRECTORY INFORMATION

A. Educational Data

1. Educational data designated as directory information is public data on individuals to the extent required under federal law. Directory information must be designated pursuant to the provisions of:

   a. Minnesota Statutes, section 13.32, subdivision 5; and

   b. 20 United States Code, section 1232g, and 34 Code of Federal Regulations, section 99.37, which were in effect on January 3, 2012.

2. The school district may not designate a student's home address, telephone number, email address, or other personal contact information as directory information under Minnesota Statutes, section 13.32.

3. A parent's personal contact information must be treated as private data on individuals regardless of whether that contact information was previously designated as or treated as directory information under Minnesota Statutes, section 13.32, subdivision 2.

4. When requested, the school district must share personal contact information and directory information, whether public or private, with the Minnesota Department of Education, as required for federal reporting purposes.

B. Former Students

Unless a former student validly opted out of the release of directory information while the student was in attendance and has not rescinded the opt out request at any time, the school district may disclose directory information from the education records generated by it regarding the former student without meeting the requirements of Paragraph C. of this section. In addition, under an explicit exclusion from the definition of an "education record," the school district may release records that only contain information about an individual obtained after he or she is no longer a student at the school district and that are not directly related to the individual's attendance as a student (e.g., a student's activities as an alumnus of the school district).

C. Present Students and Parents

The school district may disclose directory information from the education records of a student and information regarding parents without prior written consent of the parent of the student or eligible student, except as provided herein.

1. When conducting the directory information designation and notice process required by federal law, the school district shall give parents and students notice of the right to refuse to let the district designate specified data about the student as directory information.

2. The school district shall give annual notice by any means that are reasonably likely to inform the parents and eligible students of:

   a. the types of personally identifiable information regarding students and/or parents that the school district has designated as directory information;

   b. the parent's or eligible student's right to refuse to let the school district designate any or all of those types of information about the student and/or the parent as directory information; and

c. the period of time in which a parent or eligible student has to notify the school district in writing that he or she does not want any or all of those types of information about the student and/or the parent designated as directory information.

[NOTE: Federal law allows a school district to specify that the disclosure of directory information will be limited to specific parties, for specific purposes, or both. If the school district chooses to impose these limitations, it is advisable to add a new paragraph VII.C.3. that specifies that disclosures of directory information will be limited to specific parties and/or for specific purposes and identify those parties and/or purposes.

To the extent a school district adds these restrictions, it must then limit its directory information disclosures to those individuals and/or purposes specified in this public notice. Procedures to address how these restrictions will be enforced by the school district are advised. This is an important policy decision for the local school board which must balance not only the privacy interests of the student against public disclosure, but also the additional administrative requirements such restrictions will place on the school district.]

3. Allow a reasonable period of time after such notice has been given for a parent or eligible student to inform the school district in writing that any or all of the information so designated should not be disclosed without the parent's or eligible student's prior written consent, except as provided in Section VI. of this policy.

4. A parent or eligible student may not opt out of the directory information disclosures to:

   a. prevent the school district from disclosing or requiring the student to disclose the student's name, ID, or school district e-mail address in a class in which the student is enrolled; or

   b. prevent the school district from requiring a student to wear, to display publicly, or to disclose a student ID card or badge that exhibits information that may be designated as directory information and that has been properly designated by the school district as directory information.

5. The school district shall not disclose or confirm directory information without meeting the written consent requirements contained in Section VI.A. of this policy if a student's social security number or other non-directory information is used alone or in combination with other data elements to identify or help identify the student or the student's records.

D. Procedure for Obtaining Nondisclosure of Directory Information

The parent's or eligible student's written notice shall be directed to the responsible authority and shall include the following:

1. Name of the student and/or parent, as appropriate;

2. Home address;

3. School presently attended by student;

4. Parent's legal relationship to student, if applicable; and

5. Specific categories of directory information to be made not public without the parent's or eligible student's prior written consent, which shall only be applicable for that school year.

E. Duration

The designation of any information as directory information about a student or parents will remain in effect for the remainder of the school year unless the parent or eligible student provides the written notifications provided herein.

VIII. DISCLOSURE OF PRIVATE RECORDS

A. Private Records

For the purposes herein, education records are records which are classified as private data on individuals by state law and which are accessible only to the student who is the subject of the data and the student's parent if the student is not an eligible student. The school district may not disclose private records or their contents except as summary data, or except as provided in Section VI. of this policy, without the prior written consent of the parent or the eligible student. The school district will use reasonable methods to identify and authenticate the identity of parents, students, school officials, and any other party to whom personally identifiable information from education records is disclosed.

B. Private Records Not Accessible to Parent

In certain cases, state law intends, and clearly provides, that certain information contained in the education records of the school district pertaining to a student be accessible to the student alone, and to the parent only under special circumstances, if at all.

1. The responsible authority may deny access to private data by a parent when a minor student who is the subject of that data requests that the responsible authority deny such access. The minor student's request must be submitted in writing setting forth the reasons for denying access to the parent and must be signed by the minor. Upon receipt of such request the responsible authority shall determine if honoring the request to deny the parent access would be in the best interest of the minor data subject. In making this determination the responsible authority shall consider the following factors:

   a. whether the minor is of sufficient age and maturity to be able to explain the reasons for and understand the consequences of the request to deny access;

   b. whether the personal situation of the minor is such that denying parental access may protect the minor data subject from physical or emotional harm;

   c. whether there are grounds for believing that the minor data subject's reasons for precluding parental access are reasonably accurate;

   d. whether the data in question is of such a nature that disclosure of it to the parent may lead to physical or emotional harm to the minor data

subject; and

e. whether the data concerns medical, dental or other health services provided pursuant to Minnesota Statutes, sections 144.341-144.347, in which case the data may be released only if the failure to inform the parent would seriously jeopardize the health of the minor.

C. Private Records Not Accessible to Student

Students shall not be entitled to access to private data concerning financial records and statements of the student's parent or any information contained therein.

D. Military-Connected Youth Identifier

When a school district updates its enrollment forms in the ordinary course of business, the school district must include a box on the enrollment form to allow students to self-identify as a military-connected youth. For purposes of this section, a "military-connected youth" means having an immediate family member, including a parent or sibling, who is currently in the armed forces either as a reservist or on active duty or has recently retired from the armed forces. Data collected under this provision is private data on individuals, but summary data may be published by the Department of Education.

IX. DISCLOSURE OF CONFIDENTIAL RECORDS

A. Confidential Records

Confidential records are those records and data contained therein which are made not public by state or federal law, and which are inaccessible to the student and the student's parents or to an eligible student.

B. Reports Under the Maltreatment of Minors Reporting Act

Pursuant to Minnesota Statutes, chapter 260E, written copies of reports pertaining to a neglected and/or physically and/or sexually abused child shall be accessible only to the appropriate welfare and law enforcement agencies. In respect to other parties, such data shall be confidential and will not be made available to the parent or the subject individual by the school district. The subject individual, however, may obtain a copy of the report from either the local welfare agency, county sheriff, or the local police department subject to the provisions of Minnesota Statutes, chapter 260E.

Regardless of whether a written report is made under Minnesota Statutes, chapter 260E, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.

C. Investigative Data

Data collected by the school district as part of an active investigation undertaken for the purpose of the commencement or defense of pending civil legal action, or are retained in anticipation of a pending civil legal action are classified as protected nonpublic data in the case of data not on individuals, and confidential data in the case of data on individuals.

1. The school district may make any data classified as protected non-public or confidential pursuant to this subdivision accessible to any person, agency, or the public if the school district determines that such access will aid the law enforcement process, promote public health or safety, or dispel widespread rumor or unrest.

2. A complainant has access to a statement he or she provided to the school district.

3. Parents or eligible students may have access to investigative data of which the student is the subject, but only to the extent the data is not inextricably intertwined with data about other school district students, school district employees, and/or attorney data as defined in Minnesota Statutes, section 13.393.

4. Once a civil investigation becomes inactive, civil investigative data becomes public unless the release of the data would jeopardize another pending civil legal action, except for those portions of such data that are classified as not public data under state or federal law. Any civil investigative data presented as evidence in court or made part of a court record shall be public. For purposes of this provision, a civil investigation becomes inactive upon the occurrence of any of the following events:

   a. a decision by the school district, or by the chief attorney for the school district, not to pursue the civil legal action. However, such investigation may subsequently become active if the school district or its attorney decides to renew the civil legal action;

   b. the expiration of the time to file a complaint under the statute of limitations or agreement applicable to the civil legal action; or

   c. the exhaustion or expiration of rights of appeal by either party to the civil legal action.

5. A "pending civil legal action" for purposes of this subdivision is defined as including, but not limited to, judicial, administrative, or arbitration proceedings.

D. Chemical Abuse Records

To the extent the school district maintains records of the identity, diagnosis, prognosis, or treatment of any student which are maintained in connection with the performance of any drug abuse prevention function conducted, regulated, or directly or indirectly assisted by any department or agency of the United States, such records are classified as confidential and shall be disclosed only for the purposes and under the circumstances expressly authorized by law.

X. DISCLOSURE OF SCHOOL RECORDS PRIOR TO EXCLUSION OR EXPULSION HEARING

At a reasonable time prior to any exclusion or expulsion hearing, the student and the student's parent or guardian or representative shall be given access to all school district records pertaining to the student, including any tests or reports upon which the action proposed by the school district may be based, pursuant to the Minnesota Pupil Fair Dismissal Act, Minnesota Statutes, section 121A.40, *et seq*.

XI. DISCLOSURE OF DATA TO MILITARY RECRUITING OFFICERS AND POST-SECONDARY EDUCATIONAL INSTITUTIONS

A. The school district will release the names, addresses, electronic mail address (which shall be the electronic mail addresses provided by the school district, if available, that may be released to military recruiting officers only), and home telephone numbers of students in grades 11 and 12 to military recruiting officers and post-secondary educational institutions within sixty (60) days after the date of the request unless a parent or eligible student has refused in writing to release this data pursuant to Paragraph C. below.

B. Data released to military recruiting officers under this provision:

1. may be used only for the purpose of providing information to students about military service, state and federal veterans' education benefits, and other career and educational opportunities provided by the military;

2. cannot be further disseminated to any other person except personnel of the recruiting services of the armed forces; and

3. copying fees shall not be imposed.

C. A parent or eligible student has the right to refuse the release of the name, address, electronic mail addresses (which shall be the electronic mail addresses provided by the school, if available, that may be released to military recruiting officers only) or home telephone number to military recruiting officers and post-secondary educational institutions. To refuse the release of the above information to military recruiting officers and post-secondary educational institutions, a parent or eligible student must notify the responsible authority ***[designate title of individual, i.e., building principal]*** in writing by ***[date]*** each year. The written request must include the following information:

1. Name of student and parent, as appropriate;

2. Home address;

3. Student's grade level;

4. School presently attended by student;

5. Parent's legal relationship to student, if applicable;

6. Specific category or categories of information which are not to be released to military recruiting officers and post-secondary educational institutions; and

7. Specific category or categories of information which are not to be released to the public, including military recruiting officers and post-secondary educational institutions.

D. Annually, the school district will provide public notice by any means that are reasonably likely to inform the parents and eligible students of their rights to refuse to release the names, addresses, and home phone numbers of students in grades 11 and 12 without prior consent.

E. A parent or eligible student's refusal to release the above information to military recruiting officers and post-secondary educational institutions does not affect the school

district's release of directory information to the rest of the public, which includes military recruiting officers and post-secondary educational institutions. In order to make any directory information about a student private, the procedures contained in Section VII. of this policy also must be followed. Accordingly, to the extent the school district has designated the name, address, home phone number, and grade level of students as directory information, absent a request from a parent or eligible student not to release such data, this information will be public data and accessible to members of the public, including military recruiting officers and post-secondary educational institutions.

XII. LIMITS ON REDISCLOSURE

A. Redisclosure

Consistent with the requirements herein, the school district may only disclose personally identifiable information from the education records of a student on the condition that the party to whom the information is to be disclosed will not disclose the information to any other party without the prior written consent of the parent of the student or the eligible student, except that the officers, employees, and agents of any party receiving personally identifiable information under this section may use the information, but only for the purposes for which the disclosure was made.

B. Redisclosure Not Prohibited

1. Subdivision A. of this section does not prevent the school district from disclosing personally identifiable information under Section VI. of this policy with the understanding that the party receiving the information may make further disclosures of the information on behalf of the school district provided:

   a. The disclosures meet the requirements of Section VI. of this policy; and

   b. The school district has complied with the record-keeping requirements of Section XIII. of this policy.

2. Subdivision A. of this section does not apply to disclosures made pursuant to court orders or lawfully issued subpoenas or litigation, to disclosures of directory information, to disclosures to a parent or student or to parents of dependent students, or to disclosures concerning sex offenders and other individuals required to register under 42 United States Code, section 14071. However, the school district must provide the notification required in Section XII.D. of this policy if a redisclosure is made based upon a court order or lawfully issued subpoena.

   [NOTE: 42 United States Code, section 14071 was repealed. School districts should retain this statutory reference, however, as it remains a reference in FERPA and the Minnesota Government Data Practices Act and still may apply to individuals required to register prior to the repeal of this law.]

C. Classification of Disclosed Data

The information disclosed shall retain the same classification in the hands of the party receiving it as it had in the hands of the school district.

D. Notification

The school district shall inform the party to whom a disclosure is made of the requirements set forth in this section, except for disclosures made pursuant to court orders or lawfully issued subpoenas, disclosure of directory information under Section VII. of this policy, disclosures to a parent or student, or disclosures to parents of a dependent student. In the event that the Family Policy Compliance Office determines that a state or local educational authority, a federal agency headed by an official listed in 34 Code of Federal Regulations, section 99.31(a)(3), or an authorized representative of a state or local educational authority or a federal agency headed by an official listed in section 99.31(a)(3), or a third party outside of the school district improperly rediscloses personally identifiable information from education records or fails to provide notification required under this section of this policy, the school district may not allow that third party access to personally identifiable information from education records for at least five (5) years.

XIII. RESPONSIBLE AUTHORITY; RECORD SECURITY; AND RECORD KEEPING

A. Responsible Authority

The responsible authority shall be responsible for the maintenance and security of student records.

B. Record Security

The principal of each school subject to the supervision and control of the responsible authority shall be the records manager of the school, and shall have the duty of maintaining and securing the privacy and/or confidentiality of student records.

C. Plan for Securing Student Records

The building principal shall submit to the responsible authority a written plan for securing students records by September 1 of each school year. The written plan shall contain the following information:

1. A description of records maintained;

2. Titles and addresses of person(s) responsible for the security of student records;

3. Location of student records, by category, in the buildings;

4. Means of securing student records; and

5. Procedures for access and disclosure.

D. Review of Written Plan for Securing Student Records

The responsible authority shall review the plans submitted pursuant to Paragraph C. of this section for compliance with the law, this policy, and the various administrative policies of the school district. The responsible authority shall then promulgate a chart incorporating the provisions of Paragraph C. which shall be attached to and become a part of this policy.

E. Record Keeping

1. The principal shall, for each request for and each disclosure of personally identifiable information from the education records of a student, maintain a

record, with the education records of the student, that indicates:

a. the parties who have requested or received personally identifiable information from the education records of the student;

b. the legitimate interests these parties had in requesting or obtaining the information; and

c. the names of the state and local educational authorities and federal officials and agencies listed in Section VI.B.4. of this policy that may make further disclosures of personally identifiable information from the student's education records without consent.

2. In the event the school district discloses personally identifiable information from an education record of a student pursuant to Section XII.B. of this policy, the record of disclosure required under this section shall also include:

a. the names of the additional parties to which the receiving party may disclose the information on behalf of the school district;

b. the legitimate interests under Section VI. of this policy which each of the additional parties has in requesting or obtaining the information; and

c. a copy of the record of further disclosures maintained by a state or local educational authority or federal official or agency listed in Section VI.B.4. of this policy in accordance with 34 Code of Federal Regulations, section 99.32 and to whom the school district disclosed information from an education record. The school district shall request a copy of the record of further disclosures from a state or local educational authority or federal official or agency to whom education records were disclosed upon a request from a parent or eligible student to review the record of requests for disclosure.

3. Section XIII.E.1. does not apply to requests by or disclosure to a parent of a student or an eligible student, disclosures pursuant to the written consent of a parent of a student or an eligible student, requests by or disclosures to other school officials under Section VI.B.1. of this policy, to requests for disclosures of directory information under Section VII. of this policy, or to a party seeking or receiving the records as directed by a federal grand jury or other law enforcement subpoena and the issuing court or agency has ordered that the existence or the contents of the subpoena or the information provided in response to the subpoena not be disclosed or as directed by an ex parte court order obtained by the United States Attorney General (or designee not lower than an Assistant Attorney General) concerning investigations or prosecutions of an offense listed in 18 United States Code, section 2332b(g)(5)(B) or an act of domestic or international terrorism.

[NOTE: While Section XIII.E.1. does not apply to requests for or disclosures of directory information under Section VII. of this policy, to the extent the school district chooses to limit the disclosure of directory information to specific parties, for specific purposes, or both, it is advisable that records be kept to identify the party to whom the disclosure was made and/or purpose for the disclosure.]

4. The record of requests of disclosures may be inspected by:

   a. the parent of the student or the eligible student;

   b. the school official or his or her assistants who are responsible for the custody of the records; and

   c. the parties authorized by law to audit the record-keeping procedures of the school district.

5. The school district shall record the following information when it discloses personally identifiable information from education records under the health or safety emergency exception:

   a. the articulable and significant threat to the health or safety of a student or other individual that formed the basis for the disclosure; and

   b. the parties to whom the school district disclosed the information.

6. The record of requests and disclosures shall be maintained with the education records of the student as long as the school district maintains the student's education records.

XIV. RIGHT TO INSPECT AND REVIEW EDUCATION RECORDS

A. Parent of a Student, an Eligible Student or the Parent of an Eligible Student Who is Also a Dependent Student

The school district shall permit the parent of a student, an eligible student, or the parent of an eligible student who is also a dependent student who is or has been in attendance in the school district to inspect or review the education records of the student, except those records which are made confidential by state or federal law or as otherwise provided in Section VIII. of this policy.

B. Response to Request for Access

The school district shall respond to any request pursuant to Subdivision A. of this section immediately, if possible, or within ten (10) days of the date of the request, excluding Saturdays, Sundays, and legal holidays.

C. Right to Inspect and Review

The right to inspect and review education records under Subdivision A. of this section includes:

1. The right to a response from the school district to reasonable requests for explanations and interpretations of records; and

2. If circumstances effectively prevent the parent or eligible student from exercising the right to inspect and review the education records, the school district shall provide the parent or eligible student with a copy of the records requested or make other arrangements for the parent or eligible student to inspect and review the requested records.

3. Nothing in this policy shall be construed as limiting the frequency of inspection

of the education records of a student with a disability by the student's parent or guardian or by the student upon the student reaching the age of majority.

D. Form of Request

Parents or eligible students shall submit to the school district a written request to inspect education records which identify as precisely as possible the record or records he or she wishes to inspect.

E. Collection of Student Records

If a student's education records are maintained in more than one location, the responsible authority may collect copies of the records or the records themselves from the various locations so they may be inspected at one site. However, if the parent or eligible student wishes to inspect these records where they are maintained, the school district shall attempt to accommodate those wishes. The parent or eligible student shall be notified of the time and place where the records may be inspected.

F. Records Containing Information on More Than One Student

If the education records of a student contain information on more than one student, the parent or eligible student may inspect and review or be informed of only the specific information which pertains to that student.

G. Authority to Inspect or Review

The school district may presume that either parent of the student has authority to inspect or review the education records of a student unless the school district has been provided with evidence that there is a legally binding instrument or a state law or court order governing such matters as marriage dissolution, separation, or custody which provides to the contrary.

H. Fees for Copies of Records

1. The school district shall charge a reasonable fee for providing photocopies or printed copies of records unless printing a copy is the only method to provide for the inspection of data. In determining the amount of the reasonable fee, the school district shall consider the following:

    a. the cost of materials, including paper, used to provide the copies;

    b. the cost of the labor required to prepare the copies;

    c. any schedule of standard copying charges established by the school district in its normal course of operations;

    d. any special costs necessary to produce such copies from machine-based record-keeping systems, including but not limited to computers and microfilm systems; and

    e. mailing costs.

2. If 100 or fewer pages of black and white, letter or legal size paper copies are requested, actual costs shall not be used, and, instead, the charge shall be no more than 25 cents for each page copied.

3. The cost of providing copies shall be borne by the parent or eligible student.

4. The responsible authority, however, may not impose a fee for a copy of an education record made for a parent or eligible student if doing so would effectively prevent or, in the case of a student with a disability, impair the parent or eligible student from exercising their right to inspect or review the student's education records.

XV. REQUEST TO AMEND RECORDS; PROCEDURES TO CHALLENGE DATA

A. Request to Amend Education Records

The parent of a student or an eligible student who believes that information contained in the education records of the student is inaccurate, misleading, or violates the privacy rights of the student may request that the school district amend those records.

1. The request shall be in writing, shall identify the item the requestor believes to be inaccurate, misleading, or in violation of the privacy or other rights of the student, shall state the reason for this belief, and shall specify the correction the requestor wishes the school district to make. The request shall be signed and dated by the requestor.

2. The school district shall decide whether to amend the education records of the student in accordance with the request within thirty (30) days after receiving the request.

3. If the school district decides to refuse to amend the education records of the student in accordance with the request, it shall inform the parent of the student or the eligible student of the refusal and advise the parent or eligible student of the right to a hearing under Subdivision B. of this section.

B. Right to a Hearing

If the school district refuses to amend the education records of a student, the school district, on request, shall provide an opportunity for a hearing in order to challenge the content of the student's education records to ensure that information in the education records of the student is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student. A hearing shall be conducted in accordance with Subdivision C. of this section.

1. If, as a result of the hearing, the school district decides that the information is inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it shall amend the education records of the student accordingly and so inform the parent of the student or the eligible student in writing.

2. If, as a result of the hearing, the school district decides that the information is not inaccurate, misleading, or otherwise in violation of the privacy or other rights of the student, it shall inform the parent or eligible student of the right to place a statement in the record commenting on the contested information in the record or stating why he or she disagrees with the decision of the school district, or both.

3. Any statement placed in the education records of the student under Subdivision B. of this section shall:

a. be maintained by the school district as part of the education records of the student so long as the record or contested portion thereof is maintained by the school district; and

b. if the education records of the student or the contested portion thereof is disclosed by the school district to any party, the explanation shall also be disclosed to that party.

C. Conduct of Hearing

1. The hearing shall be held within a reasonable period of time after the school district has received the request, and the parent of the student or the eligible student shall be given notice of the date, place, and time reasonably in advance of the hearing.

2. The hearing may be conducted by any individual, including an official of the school district who does not have a direct interest in the outcome of the hearing. The school board attorney shall be in attendance to present the school board's position and advise the designated hearing officer on legal and evidentiary matters.

3. The parent of the student or eligible student shall be afforded a full and fair opportunity for hearing to present evidence relative to the issues raised under Subdivisions A. and B. of this section and may be assisted or represented by individuals of his or her choice at his or her own expense, including an attorney.

4. The school district shall make a decision in writing within a reasonable period of time after the conclusion of the hearing. The decision shall be based solely on evidence presented at the hearing and shall include a summary of evidence and reasons for the decision.

D. Appeal

The final decision of the designated hearing officer may be appealed in accordance with the applicable provisions of Minnesota Statutes, chapter 14 relating to contested cases.

XVI. PROBLEMS ACCESSING DATA

A. The data practices compliance official is the designated employee to whom persons may direct questions or concerns regarding problems in obtaining access to data or other data practices problems.

B. Data practices compliance official means ***[designate title and actual name of individual]***.

C. Any request by an individual with a disability for reasonable modifications of the school district's policies or procedures for purposes of accessing records shall be made to the data practices compliance official.

XVII. COMPLAINTS FOR NONCOMPLIANCE WITH FERPA

A. Where to File Complaints

Complaints regarding alleged violations of rights accorded parents and eligible students

by FERPA, and the rules promulgated thereunder, shall be submitted in writing to the U.S. Department of Education, Student Privacy Policy Office, 400 Maryland Avenue S.W., Washington, D.C. 20202-8520.

B. Content of Complaint

A complaint filed pursuant to this section must contain specific allegations of fact giving reasonable cause to believe that a violation of FERPA and the rules promulgated thereunder has occurred.

XVIII. WAIVER

A parent or eligible student may waive any of his or her rights provided herein pursuant to FERPA. A waiver shall not be valid unless in writing and signed by the parent or eligible student. The school district may not require such a waiver.

XIX. ANNUAL NOTIFICATION OF RIGHTS

A. Contents of Notice

The school district shall give parents of students currently in attendance and eligible students currently in attendance annual notice by such means as are reasonably likely to inform the parents and eligible students of the following:

1. That the parent or eligible student has a right to inspect and review the student's education records and the procedure for inspecting and reviewing education records;

2. That the parent or eligible student has a right to seek amendment of the student's education records to ensure that those records are not inaccurate, misleading, or otherwise in violation of the student's privacy or other rights and the procedure for requesting amendment of records;

3. That the parent or eligible student has a right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that federal and state law and the regulations promulgated thereunder authorize disclosure without consent;

4. That the parent or eligible student has a right to file a complaint with the U.S. Department of Education regarding an alleged failure by the school district to comply with the requirements of FERPA and the rules promulgated thereunder;

5. The criteria for determining who constitutes a school official and what constitutes a legitimate educational interest for purposes of disclosing education records to other school officials whom the school district has determined to have legitimate educational interests; and

6. That the school district forwards education records on request to a school in which a student seeks or intends to enroll or is already enrolled as long as the disclosure is for purposes related to the student's enrollment or transfer and that such records may include suspension and expulsion records pursuant to the federal Every Student Succeeds Act and, if applicable, a student's history of violent behavior.

B. Notification to Parents of Students Having a Primary Home Language Other Than English

The school district shall provide for the need to effectively notify parents of students identified as having a primary or home language other than English.

C. Notification to Parents or Eligible Students Who are Disabled

The school district shall provide for the need to effectively notify parents or eligible students identified as disabled.

XX. DESTRUCTION AND RETENTION OF RECORDS

Destruction and retention of records by the school district shall be controlled by state and federal law.

XXI. COPIES OF POLICY

Copies of this policy may be obtained by parents and eligible students at the superintendent's office.

Legal References:
Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)
Minn. Stat. § 13.32, Subd. 5 (Directory Information)
Minn. Stat. § 13.393 (Attorneys)
Minn. Stat. Ch. 14 (Administrative Procedures Act)
Minn. Stat. § 120A.22 (Compulsory Instruction)
Minn. Stat. § 121A.40-121A.56 (The Pupil Fair Dismissal Act)
Minn. Stat. § 121A.75 (Receipt of Records; Sharing)
Minn. Stat. § 127A.852 (Military-Connected Youth Identifier)
Minn. Stat. § 144.341-144.347 (Consent of Minors for Health Services)
Minn. Stat. Ch. 256B (Medical Assistance for Needy Persons)
Minn. Stat. Ch. 256L (MinnesotaCare)
Minn. Stat. § 260B.171, Subds. 3 and 5 (Disposition Order and Peace Officer Records of Children)
Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)
Minn. Stat. § 363A.42 (Public Records; Accessibility)
Minn. Stat. § 480.40 (Personal Information, Dissemination)
Minn. Stat. § 626.557 (Reporting of Maltreatment of Vulnerable Adults)
Minn. Rules Parts 1205.0100-1205.2000 (Data Practices)
10 U.S.C. § 503(b) and (c) (Enlistments: Recruiting Campaigns; Compilation of Directory Information)
18 U.S.C. § 2331 (Definitions)
18 U.S.C. § 2332b (Acts of Terrorism Transcending National Boundaries)
20 U.S.C. § 1232g *et seq.* (Family Educational Rights and Privacy Act)
20 U.S.C. § 6301 *et seq.* (Every Student Succeeds Act)
20 U.S.C. § 7908 (Armed Forces Recruiting Information)
20 U.S.C. § 7917 (Transfer of School Disciplinary Records)
25 U.S.C. § 5304 (Definitions – Tribal Organization)
26 U.S.C. §§ 151 and 152 (Internal Revenue Code)
42 U.S.C. § 1711 *et seq.* (Child Nutrition Act)
42 U.S.C. § 1751 *et seq.* (Richard B. Russell National School Lunch Act)
34 C.F.R. §§ 99.1-99.67 (Family Educational Rights and Privacy)
34 C.F.R. § 300.610-300.627 (Confidentiality of Information)
42 C.F.R. § 2.1 *et seq.* (Confidentiality of Drug Abuse Patient Records)
Gonzaga University v. Doe, 536 U.S. 273 309 (2002)
Dept. of Admin. Advisory Op. No. 21-008 (December 8, 2021)

Cross References: MSBA/MASA Model Policy 414 (Mandated Reporting of Child Neglect or Physical or Sexual Abuse)
MSBA/MASA Model Policy 417 (Chemical Use and Abuse)
MSBA/MASA Model Policy 506 (Student Discipline)
MSBA/MASA Model Policy 519 (Interviews of Students by Outside Agencies)
MSBA/MASA Model Policy 520 (Student Surveys)
MSBA/MASA Model Policy 711 (Video Recording on School Buses)
MSBA/MASA Model Policy 722 (Public Data Requests)
MSBA/MASA Model Policy 906 (Community Notification of Predatory Offenders)
MSBA School Law Bulletin "I" (School Records – Privacy – Access to Data)

Additional Resources
U.S. Department of Education
FAQs on Photos and Videos under FERPA | Protecting Student Privacy (012325)
https://studentprivacy.ed.gov/faq/faqs-photos-and-videos-under-ferpa

Letter to Wachter Regarding Surveillance Video of Multiple Students | Protecting Student Privacy (012325)
https://studentprivacy.ed.gov/resources/letter-wachter-regarding-surveillance-video-multiple-students

School Resource Officers, School Law Enforcement Units, and the Family Educational Rights and Privacy Act (FERPA) | Protecting Student Privacy (012325)

Protecting Student Privacy While Using Online Educational Services: Requirements and Best Practices | Protecting Student Privacy (102325)

FERPA/IDEA Crosswalk | Protecting Student Privacy (012325)

What is the Protection of Pupil Rights Amendment? | Protecting Student Privacy (012325)

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

Board of Education
Independent School District 280
Richfield, Minnesota

Organizational Meeting, January 5, 2026

Subject: Donations

(Recommended by the superintendent)

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

The RHS Special Education Department received a donation of $200.00 from Dawn & Nicholas Caruso for the COMPASS card-making program.

The RHS Wrestling Team received a donation of $250.00 from Timothy Wicker & Carolyn Deters of Minneapolis.

The RHS Spartan Food Shelf received the following donations:

- $300.00 from Sarah Day of Madison, WI
- $250.00 from Michael & Deborah Duncan of Oconomowoc, WI
- $200.00 from Jamie Unger of Wyoming, MN
- $100.00 from Derek & Debra Miller of Spring Green, WI
- $100.00 from Roseanne & George Rosvally of Boone, NC
- $100.00 from James DeVita of Spring Green, WI
- $100.00 from Mary & Ralph Liegel of Spring Green, WI
- $50.00 from Laura Arnold of Spring Green, WI
- $35.00 from Lynda Sharpe of Madison, WI
- $25.00 from Don & Susan Greenwood of Spring Green, WI