SUPERINTENDENT'S REPORT AND AGENDA

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

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

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

Monday, March 16, 2026
7 p.m. School Board Meeting

I. CALL TO ORDER

II. REVIEW AND APPROVAL OF THE AGENDA

III. INFORMATION AND PROPOSALS -- NON-ACTION ITEMS

A. Public Comment

B. Superintendent Update (pages 9-22)

1. Safe Routes to School Presentation (pages 10-22)

C. Commendation (page 23)

IV. CONSENT AGENDA

A. Routine Matters (pages 24-40)

1. Minutes of the Regular Meeting held March 2, 2026 (pages 25-32)
2. General Disbursements as of 3/5/26 in the Amount of $691,739.68 (pages 33-38)
3. Year-to-Date Finance Update (pages 39-40)

B. Personnel Items (page 41)

C. Bid Awards – Main Vendor, Milk Products, Disposable Products and Bread Products for 2026-2027 (page 42)

V. OLD BUSINESS

A. Policy 701: Budget and Fund Reserves & Administrative Guideline 701.1 (pages 43-57)

B. Policy 413: Staff Use of School Facilities & Administrative Guideline 413.1 (page 58-64)

C. Policy 611: Provision for Alternative Instruction & Administrative Guideline 611.1 (pages 65-68)

VI. NEW BUSINESS

A. Authorization for Purchase of Passenger Vehicles (pages 69-91)

B. Authorization to Proceed with Sheridan Hills Partial Roof Replacement Project (pages 92-100)

C. Resolution Discontinuing Positions for 2026-2027 (pages 101-102)

D. Resolution Proposing to Discontinue Teaching Contracts and Place Teachers on Unrequested Leave of Absence (pages 103-108)

E. Policy 979: Community Use of School Facilities and Grounds (pages 109-118)

F. Donations (pages 119-120)

VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Suggested/Future Agenda Items

D. Future Meeting Dates

4-6-2026	7 p.m.	Regular Board Meeting
4-20-2026	7 p.m.	Regular Board Meeting – Public Comment

VIII. ADJOURN REGULAR MEETING

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 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:

2025-2026 Student Data

3,986 Students Districtwide

- 3,835 Traditional Count
    - 1,707 Elementary (K-5) Average Class Size = 22.17
    - 748 Middle (6-8) Average Class Size = 23.07
    - 1,246 High (9-12) Average Class Size = 25.24
    - 103 Prekindergarten (16 ECSE VPK)
    - 31 Transition+
- 151 Voluntary Prekindergarten (VPK)

Student Diversity (based on state/federal categories*)

- BIPOC: 71.25%
    - American Indian or Alaska Native: 1.13%
    - Asian: 3.31%
    - Hispanic: 45.06%
    - Black or African American: 13.62%
    - Native Hawaiian or Other Pacific Islander: 0.05%
    - 2 or More Races: 8.08%
- White: 28.75%

*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: 25.74%
- Non-ELL: 74.26%

Free/Reduced Eligible

- Eligible: 55.7%
- Not Eligible: 44.3%

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

Regular Meeting, March 16, 2026

Subject: Ongoing Board Calendar

Upcoming Events to Attend:

Tuesday, March 17: RMS Beginning Band & Jazz Workshop, 7 p.m.
Wednesday, March 18: RMS Chamber Ensembles Recital, 7 p.m.
Tuesday, March 24: Districtwide Choral Festival, 6:10 p.m. @ RHS

Monday, April 6: School Board Meeting, 7 p.m.
Monday, April 20: School Board Meeting, 7 p.m.
Friday, April 24: Sheridan Hills PTO Fun Fair, 6 p.m.
Thursday, April 30: RDLS Specialist Night, 5:30 p.m.
Thursday, April 30-Sunday, May 3: RHS Spring Musical

Upcoming Holidays, Heritage Months, and Appreciation Days:

March is Women's History Month

April 6-10: National Assistant Principals Week
April 8: National Library Workers Day
April 20-24: National Public School Volunteer Week
April 22: Administrative Professionals Day

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 2026

Subject: Superintendent Update

Safe Routes to School Coordinator Tim Brackett will provide a presentation.

Attachments:
Safe Routes to School Presentation

Enriching and accelerating learning

RICHFIELD
PUBLIC SCHOOLS

Safe Routes to School @ RPS: 2025 Update

Tim Brackett, Safe Routes to School Coordinator

timothy.brackett@rpsmn.org
(612) 798-6055

Enriqueciendo y acelerando el aprendizaje

RICHFIELD
PUBLIC SCHOOLS

AGENDA

What is Safe Routes to School?

Who is the Safe Routes to School Coordinator?

What has happened in the past year?

How does SRTS impact the community of Richfield?

What is Safe Routes to School?

RICHFIELD PUBLIC SCHOOLS

- RPS has a Safe Routes to School Coordinator
- MnDOT contract with RPS until June ~~2027~~ 2028
- Focus on the 6Es of Safe Routes to School



Who is the Safe Routes to School Coordinator?

RICHFIELD PUBLIC SCHOOLS

- Tim Brackett
- Year-round bike commuter
- MN Greencorps Alum (BikeMN)
- Parent of a 2.5 year old



SRTS Coordinator | District Office | Notes

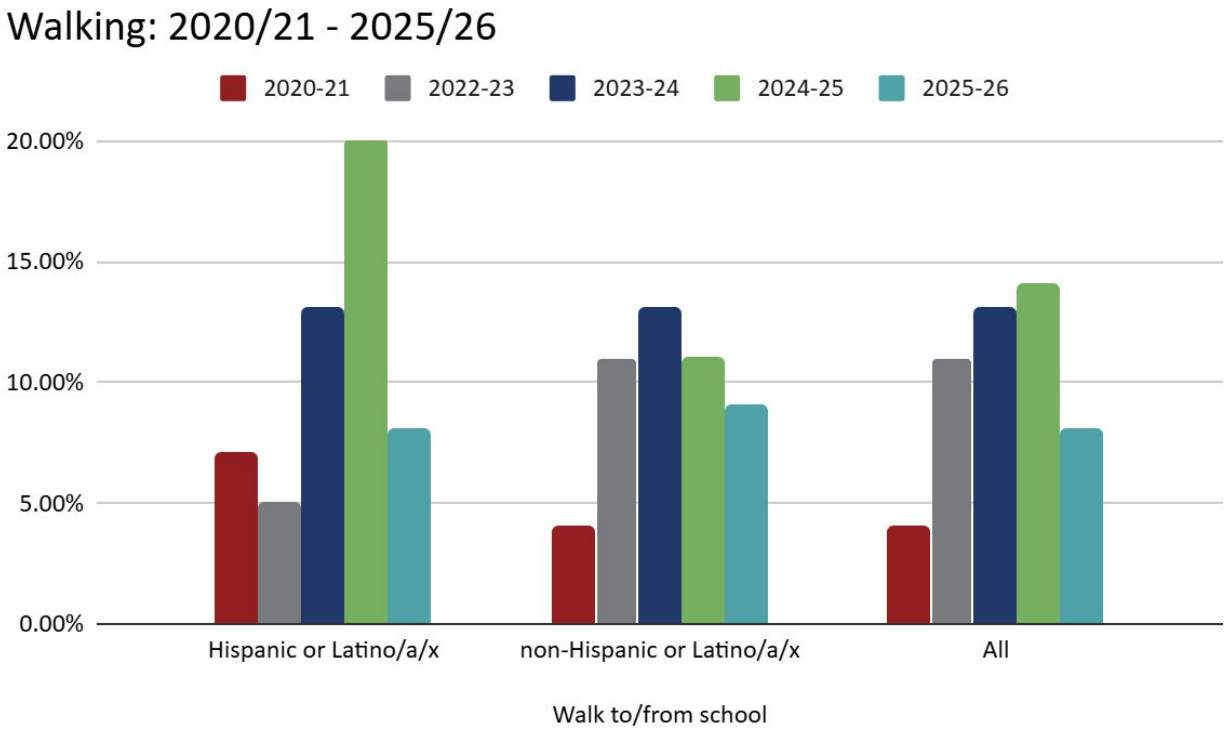


Another year! (At least)

Coordinator Grant extended until 2028

Program Sustainability

~~Encouragement~~ Equity | Districtwide | Notes



Annual SRTS Survey (November)

Operation Metro Surge

Winter Walk to School Day cancelled!

Bike to School Day is May 6???

Education | All schools | Notes



4 Bicycle Fleets

Summer Programming

Community Ed

Adaptive Bike Library

Engagement | District-wide | Notes

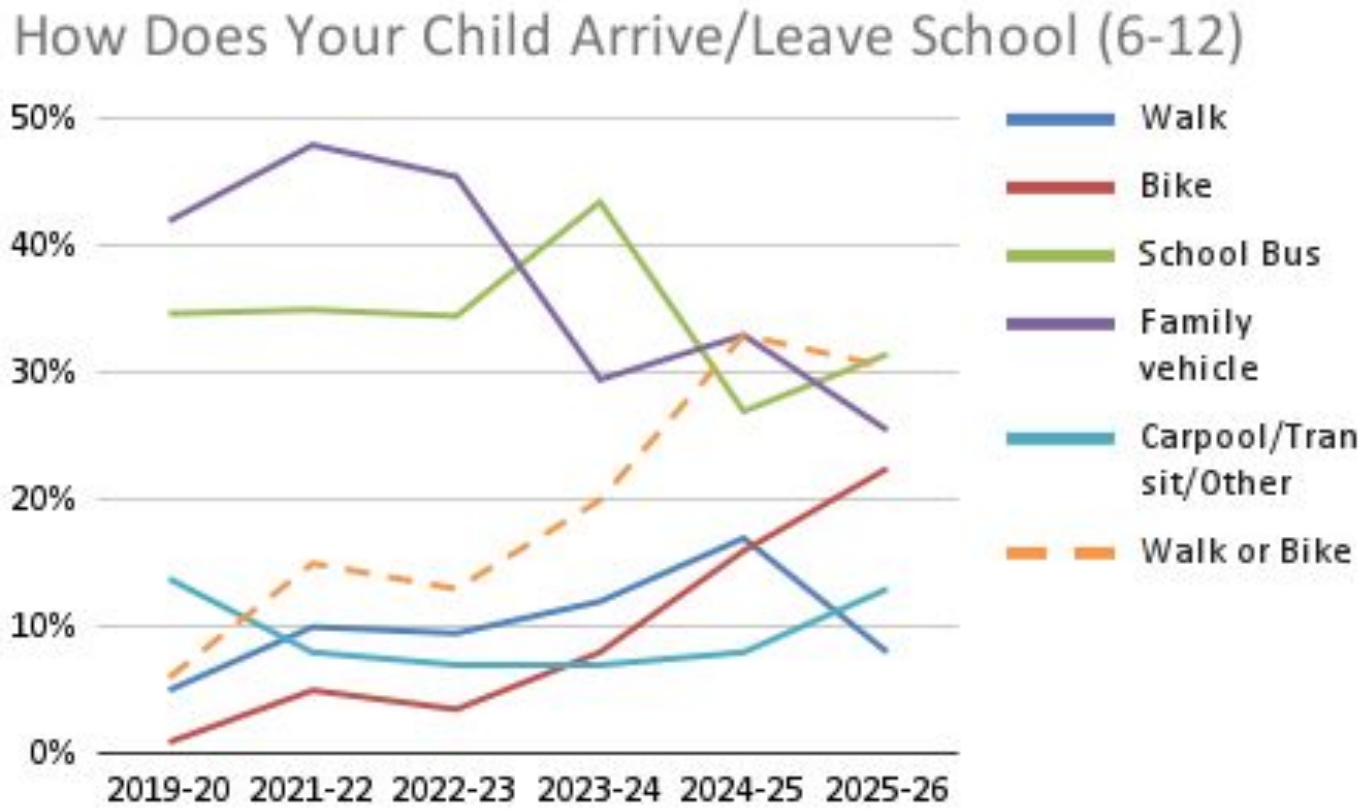


Implemented a Trauma-informed approach to SRTS

Utilized new approach to engage with 249 people

Creating video content to respond

Value Add



Trauma-informed approach results

Bike rates!

Secondary Ed. is choosing active transportation

Engineering | Sheridan Hills | Notes

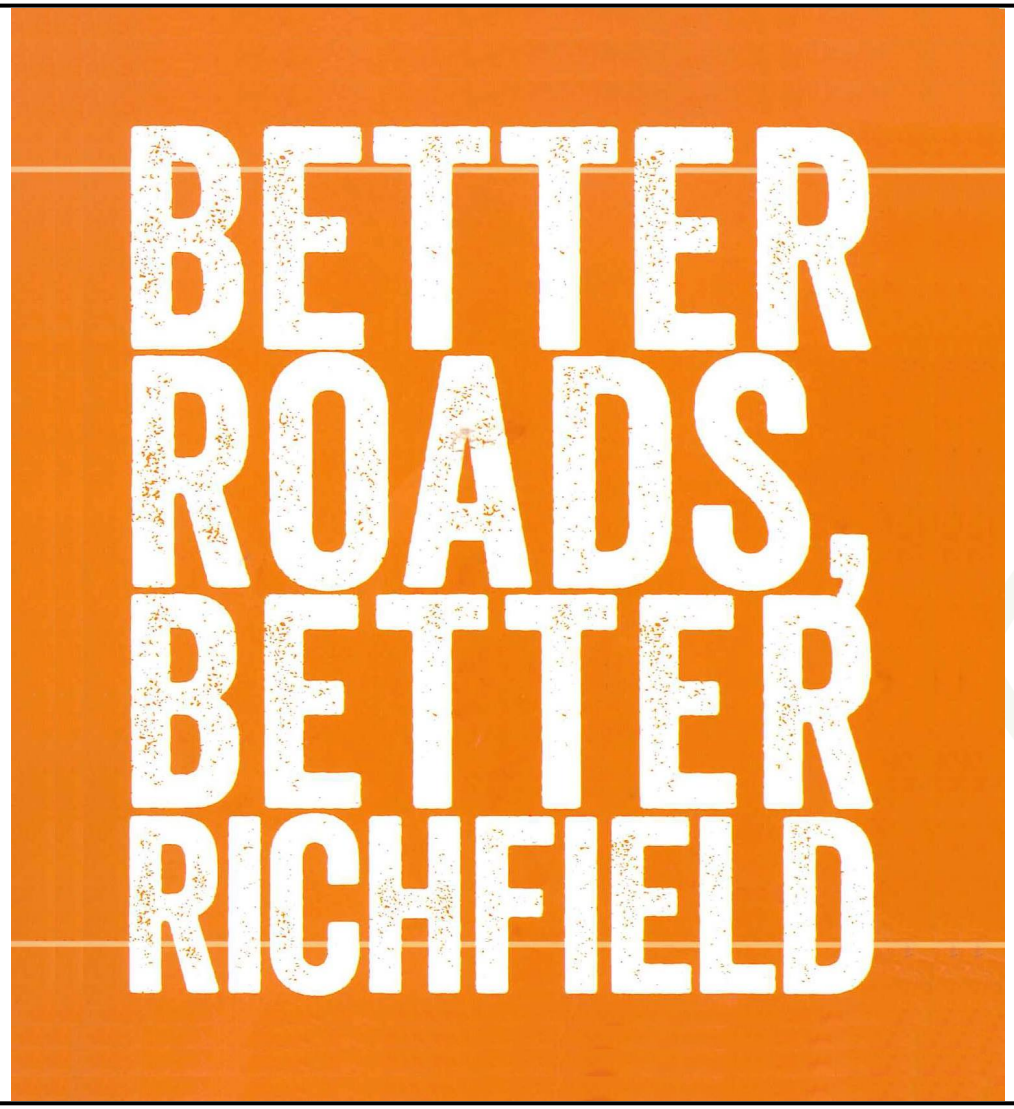


Won MnDOT SRTS Infrastructure Grant

Completed Projects

What's next?

Rebuild Summer '25



Working together

Penn Avenue Reconstruction

DEPARTMENT OF TRANSPORTATION

National SRTS Conference,
October 2026:
Mobile Workshop in Richfield

Enriching and accelerating learning

RICHFIELD
PUBLIC SCHOOLS

Be Safe Out There!

Questions?

Tim Brackett, Safe Routes to School

timothy.brackett@rpsmn.org

(612) 798-6055

Enriqueciendo y acelerando el aprendizaje

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 2026

Subject: Commendation

RPS would like to commend the RHS Art Department and art students for organizing the highly successful Empty Bowls community event. The event showcased incredible student artwork and raised over $12,000.00 for the RHS Spartan Food Shelf. Thank you to the RHS team and everyone who attended the event and/or donated!





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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 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 March 2, 2026
   - Disbursements from the March 2, 2026 Meeting
   - Checks & E-pay Register from the March 2, 2026 Meeting
   - Superintendent's Report and Agenda Meeting Minutes from March 2, 2026
2. General Disbursements as of 3/5/26 in the Amount of $691,739.68
   - Disbursements for the March 16, 2026 Meeting
   - Checks & E-pay Register for the March 16, 2026 Meeting
3. Year-to-Date Finance Update
   - Revenue & Expenditure Summary as of January 31, 2026

Checks, E-Pays & Scholarships
03/02/2026 BOARD REPORTS

BANK 05	DATE	AMOUNT
Checks	2/11/2026	435,518.23
	2/12/2026	52,451.86
	2/18/2026	425,849.06
	2/23/2026	1,334.45
E-Pays	2/13/2026	5,127.25
	2/19/2026	2,446.97
Scholarships	2/18/2026	900.00
CHECK REGISTER BANK 05 TOTAL =		**923,627.82**

BREAKDOWN		
01-206-00		334,454.73
02-206-00		83,394.50
03-206-00		393,661.99
04-206-00		3,535.01
06-206-00		-
07-206-00		-
18-206-00		-
20-206-00		107,484.77
21-206-00		1,096.82
47-206-00		-
	BANK TOTAL =	**923,627.82**

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	317908	02/11/2026	AB STAFFING SOLUTIONS, LLC	R	1,880.00
01	317909	02/11/2026	ARMSTRONG BOYS CRS COUNTRY BOOSTERS	R	550.00
01	317910	02/11/2026	AVIBEN	R	540.06
01	317911	02/11/2026	BCBS OF MINNESOTA & BLUE PLUS	R	8,496.00
01	317912	02/11/2026	CEP ART & DESIGN	R	144.00
01	317913	02/11/2026	CITY OF RICHFIELD	R	8,801.63
01	317914	02/11/2026	COMCAST BUSINESS	R	569.32
01	317915	02/11/2026	CUB FOODS	R	353.01
01	317916	02/11/2026	DICKS SANITATION SERVICE, INC (DSI)	R	8,137.99
01	317917	02/11/2026	DIGITAL INSURANCE LLC	R	3,607.00
01	317918	02/11/2026	PRECISION ARTS, INC	R	567.20
01	317919	02/11/2026	GOPHER STAGE LIGHTING	R	1,500.00
01	317920	02/11/2026	WW GRAINGER INC	R	611.86
01	317921	02/11/2026	HAWKINS INC	R	263.26
01	317922	02/11/2026	HEALTHJOY LLC	R	11,999.00
01	317923	02/11/2026	HILLYARD MINNEAPOLIS	R	1,797.20
01	317924	02/11/2026	HOGAN ASSESSMENT SYSTEMS INC	R	1,845.00
01	317925	02/11/2026	HOME DEPOT CREDIT SERVICES	R	701.74
01	317926	02/11/2026	HOPE CHURCH	R	15,910.11
01	317927	02/11/2026	IIX INSURANCE INFORMATION EXCHANGE	R	57.35
01	317928	02/11/2026	JULIE ANDERSON FOLK ART	R	180.00
01	317929	02/11/2026	LEROY'S GREAT BEAR	R	49.99
01	317930	02/11/2026	MASA/MASE	R	359.00
01	317931	02/11/2026	MAXORPLUS LTD, DBA: VYTLONE	R	42,931.27
01	317932	02/11/2026	METROPOLITAN MECHANICAL CONTRACTORS	R	1,261.50
01	317933	02/11/2026	MINNESOTA MEMORY, INC.	R	649.75
01	317934	02/11/2026	MRI SOFTWARE LLC	R	594.00
01	317935	02/11/2026	NOKOMIS SHOE SHOP	R	369.90
01	317936	02/11/2026	NORTH CENTRAL INTERNATIONAL, LLC	R	651.68
01	317937	02/11/2026	NUSS TRUCK & EQUIPMENT	R	2,950.00
01	317938	02/11/2026	ONEBRIDGE BENEFITS INC.	R	2,401.50
01	317939	02/11/2026	PAYDHEALTH	R	4,200.73
01	317940	02/11/2026	PLUNKETT'S /VARMENT GUARD	R	1,111.09
01	317941	02/11/2026	POMPS TIRE SERVICE	R	5,887.40
01	317942	02/11/2026	PREMIUM WATERS INC	R	39.00
01	317943	02/11/2026	PROFESSIONAL WIRELESS COMMUNICATION	R	1,898.40
01	317944	02/11/2026	RX VALET, LLC	R	18,643.01
01	317945	02/11/2026	SCHOOL SERVICE EMPLOYEES UNION	R	5,153.36
01	317946	02/11/2026	SYN-TECH SYSTEMS, INC	R	1,175.00
01	317947	02/11/2026	TOLL COMPANY	R	13.20
01	317948	02/11/2026	TRAFERA, LLC	R	2,000.00
01	317949	02/11/2026	TRANSPORTATION PLUS, INC.	R	30.00
01	317950	02/11/2026	TWIN CITY TRANSPORTATION	R	205,244.75
01	317951	02/11/2026	UHL COMPANY INC	R	49,595.50
01	317952	02/11/2026	UNITED HEALTHCARE/AARP MEDICARE RX	R	119.10
01	317953	02/11/2026	UNITED HEARTHCARE /AARP MEDICARE RX	R	9.50
01	317954	02/11/2026	UNITEDHEALTHCARE	R	655.91
01	317955	02/11/2026	VANESSA MERRY	R	180.00
01	317956	02/11/2026	ALLSTATE PETERBILT OF S ST PAUL	R	371.40
01	317957	02/11/2026	WORLD FUEL SERVICES, INC.	R	18,460.56
01	317958	02/12/2026	ADVANCED COMMERCIAL KITCHENS	R	1,173.17
01	317959	02/12/2026	BOTSFORD CODY W	R	63.15
01	317960	02/12/2026	CENTURYLINK	R	142.00
01	317961	02/12/2026	CONSOLIDATED COMMUNICATIONS	V	0.00
01	317962	02/12/2026	CONSOLIDATED COMMUNICATIONS	R	2,578.93

01	317963	02/12/2026	EGAN DANIEL	R	68.00
01	317964	02/12/2026	FINANGER PHILLIP J	R	42.10
01	317965	02/12/2026	HALL CHARLES	R	68.00
01	317966	02/12/2026	HILLYARD MINNEAPOLIS	R	1,768.86
01	317967	02/12/2026	HUGHES, DENNIS (SCOTT)	R	97.00
01	317968	02/12/2026	KEMPS LLC	V	0.00
01	317969	02/12/2026	KEMPS LLC	R	4,280.67
01	317970	02/12/2026	KENDALL MARIEY	R	136.00
01	317971	02/12/2026	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	4,901.56
01	317972	02/12/2026	MADISON PAUL	R	97.00
01	317973	02/12/2026	MERDA, EMELYN	R	12.10
01	317974	02/12/2026	OKEY CHRIS	R	147.36
01	317975	02/12/2026	OLIVER JOSEPH	R	97.00
01	317976	02/12/2026	OLSON EMILY K	R	21.05
01	317977	02/12/2026	PAN O GOLD BAKING CO	R	337.96
01	317978	02/12/2026	PITTMAN DARIAN	R	136.00
01	317979	02/12/2026	RICHIE WEIGEL JR.	R	97.00
01	317980	02/12/2026	SMARTSENSE BY DIGI	R	248.94
01	317981	02/12/2026	SQUIRES, WALDSPURGER & MACE, P.A.	R	4,387.50
01	317982	02/12/2026	STARK MOLLY	R	84.20
01	317983	02/12/2026	STENE, JEREMIAH	R	68.00
01	317984	02/12/2026	TAYLOR BRANDON	R	97.00
01	317985	02/12/2026	THE MUSIC MART, INC.	R	1,435.00
01	317986	02/12/2026	THIMM, MICHAEL G	R	147.36
01	317987	02/12/2026	TRIO SUPPLY COMPANY	R	1,304.18
01	317988	02/12/2026	LAMAR WILLIS	R	97.00
01	317989	02/12/2026	UPPER LAKES FOODS	V	0.00
01	317990	02/12/2026	UPPER LAKES FOODS	R	28,317.77
01	V2600712	02/13/2026	MEGAN AMBROSIUS	R	1,862.25
01	V2600713	02/13/2026	MATTHEW ARNOLD	R	70.00
01	V2600714	02/13/2026	MICHELLE L AXELL	R	70.00
01	V2600715	02/13/2026	BRADLEY BADOUR	R	40.00
01	V2600716	02/13/2026	ERICA T BARLOW	R	70.00
01	V2600717	02/13/2026	NIKOLAS BAUZA	R	40.00
01	V2600718	02/13/2026	MARY L CLARKSON	R	70.00
01	V2600719	02/13/2026	PETER J FITZPATRICK	R	40.00
01	V2600720	02/13/2026	YVETTE GARCIA	R	70.00
01	V2600721	02/13/2026	RACHEL GENS	R	70.00
01	V2600722	02/13/2026	AREND J GEURINK	R	70.00
01	V2600723	02/13/2026	CHRISTINA M GONZALEZ	R	70.00
01	V2600724	02/13/2026	AMY E HAGER	R	70.00
01	V2600725	02/13/2026	KEVIN D HARRIS	R	40.00
01	V2600726	02/13/2026	MICHAEL G HARRIS	R	70.00
01	V2600727	02/13/2026	LANA HENDRICKS LEUNING	R	40.00
01	V2600728	02/13/2026	JONATHAN W HEYER	R	70.00
01	V2600729	02/13/2026	JESSICA M HOFFMAN	R	40.00
01	V2600730	02/13/2026	CRAIG D HOLJE	R	70.00
01	V2600731	02/13/2026	JEFFREY KELLER	R	70.00
01	V2600732	02/13/2026	JENNIFER KRUEGER	R	70.00
01	V2600733	02/13/2026	ANOOP KUMAR	R	40.00
01	V2600734	02/13/2026	JOHN M LORENZINI	R	70.00
01	V2600735	02/13/2026	DAVANAND MAHADEO	R	40.00
01	V2600736	02/13/2026	COLLEEN M MAHONEY	R	70.00
01	V2600737	02/13/2026	MICHAEL A MANNING	R	70.00
01	V2600738	02/13/2026	DANIEL P MCGINN	R	40.00
01	V2600739	02/13/2026	DOUG R MCMEEKIN	R	70.00

01	V2600740	02/13/2026	KENT D MEYER	R	70.00
01	V2600741	02/13/2026	KATRINA L MORGAN	R	40.00
01	V2600742	02/13/2026	ERIN H NEILON	R	40.00
01	V2600743	02/13/2026	STEPHANIE NICHOLS	R	45.00
01	V2600744	02/13/2026	ROBERT G OLSON	R	70.00
01	V2600745	02/13/2026	LAURA B OTTERNESS	R	70.00
01	V2600746	02/13/2026	CHRISTOPHER A PETERSON	R	70.00
01	V2600747	02/13/2026	CASSANDRA QUAM	R	70.00
01	V2600748	02/13/2026	LAURA RAMSBORG	R	70.00
01	V2600749	02/13/2026	RENEE C REED-KARSTENS	R	40.00
01	V2600750	02/13/2026	HEIDI SAVATDY	R	70.00
01	V2600751	02/13/2026	CHRISTIAN SCHEMPP	R	40.00
01	V2600752	02/13/2026	AMY B SKARE-KLECKER	R	70.00
01	V2600753	02/13/2026	JUSTIN STEELE	R	70.00
01	V2600754	02/13/2026	STACY THEIEN-COLLINS	R	70.00
01	V2600755	02/13/2026	RICKY THOMPSON	R	40.00
01	V2600756	02/13/2026	VLADIMIR S TOLEDO	R	40.00
01	V2600757	02/13/2026	STEVEN P UNOWSKY	R	270.00
01	V2600758	02/13/2026	CARRIE A VALA	R	70.00
01	V2600759	02/13/2026	REBECCA S WALD	R	40.00
01	V2600760	02/13/2026	ALEXANDER WARD	R	70.00
01	V2600761	02/13/2026	MICHELLE R WHITESIDE	R	70.00
01	V2600762	02/13/2026	KASYA L WILLHITE	R	70.00
01	V2600763	02/13/2026	KELLY L WOODS	R	70.00
01	317991	02/18/2026	ADVANCED COMMERCIAL KITCHENS	R	1,860.09
01	317992	02/18/2026	ALERUS RETIREMENT AND BENEFITS	R	846.60
01	317993	02/18/2026	AI TECHNOLOGIES LLC	R	240.00
01	317994	02/18/2026	AZURE ADLER	R	130.00
01	317995	02/18/2026	BATTERIES R US	R	349.99
01	317996	02/18/2026	BLOCK DANIEL M	R	97.00
01	317997	02/18/2026	BOTSFORD CODY W	R	63.15
01	317998	02/18/2026	BRINK'S INCORPORATED	R	2,902.68
01	317999	02/18/2026	BURRILL, STEVEN	R	68.00
01	318000	02/18/2026	CINTAS CORPORATION NO 2	R	323.26
01	318001	02/18/2026	COMCAST	R	448.80
01	318002	02/18/2026	CONSORTIUM ON REACHING EXCELL IN ED	R	5,205.00
01	318003	02/18/2026	ECM PUBLISHERS INC	R	173.00
01	318004	02/18/2026	EGAN DANIEL	R	68.00
01	318005	02/18/2026	FINANGER PHILLIP J	R	126.30
01	318006	02/18/2026	FRONTIER TRANSPORTATION SRVCS, LLC	R	158,880.00
01	318007	02/18/2026	GERIAND COOK JR	R	68.00
01	318008	02/18/2026	GOEBEL JUDITH K	R	250.00
01	318009	02/18/2026	WW GRAINGER INC	R	534.81
01	318010	02/18/2026	GROUP MEDICAREBLUE RX	R	8,325.00
01	318011	02/18/2026	HALL CHARLES	R	68.00
01	318012	02/18/2026	HAWKINS INC	R	5,943.08
01	318013	02/18/2026	HAWKINS, CLAUDE	R	97.00
01	318014	02/18/2026	HILLYARD MINNEAPOLIS	R	8,623.50
01	318015	02/18/2026	HOOKS, DESMOND	R	97.00
01	318016	02/18/2026	INTEGRATED FOOD SERVICE	R	4,100.00
01	318017	02/18/2026	INTERMEDIATE DISTRICT 287	R	142,820.47
01	318018	02/18/2026	JACOBSON, AIDEN	R	97.00
01	318019	02/18/2026	JARED R NELSON	R	250.00
01	318020	02/18/2026	KEMPS LLC	V	0.00
01	318021	02/18/2026	KEMPS LLC	R	4,263.76
01	318022	02/18/2026	LAIL, ADAM	R	68.00

01	318023	02/18/2026	LAKER PROMOTIONS	R	241.45
01	318024	02/18/2026	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	3,960.40
01	318025	02/18/2026	LOFFLER	R	1,031.91
01	318026	02/18/2026	LOFFLER COMPANIES	R	139.36
01	318027	02/18/2026	MAXORPLUS LTD, DBA: VYTLONE	R	27,380.03
01	318028	02/18/2026	MCDOWALL COMPANY	R	2,585.00
01	318029	02/18/2026	METROPOLITAN MECHANICAL CONTRACTORS	R	12,327.40
01	318030	02/18/2026	MIDWEST BUS PARTS INC	R	198.94
01	318031	02/18/2026	MILLER, KYLE	R	97.00
01	318032	02/18/2026	MINNESOTA STATE UNIVERSITY, MANKATO	R	900.00
01	318033	02/18/2026	MULTILINGUAL WORD INC	R	453.28
01	318034	02/18/2026	NAPA AUTO PARTS	R	199.24
01	318035	02/18/2026	NEI ELECTRIC, INC.	R	367.66
01	318036	02/18/2026	NILFISK, INC.	R	615.00
01	318037	02/18/2026	NORTH CENTRAL INTERNATIONAL, LLC	R	1,071.85
01	318038	02/18/2026	OKEY CHRIS	R	115.78
01	318039	02/18/2026	PAN O GOLD BAKING CO	R	63.60
01	318040	02/18/2026	PEAVEY, SHARA	R	68.00
01	318041	02/18/2026	PLOY KHUNISOM	R	20.00
01	318042	02/18/2026	PROSHEK NATHAN	R	97.00
01	318043	02/18/2026	RICHIE WEIGEL JR.	R	97.00
01	318044	02/18/2026	SCOTT DESTINY	R	97.00
01	318045	02/18/2026	SHERWIN WILLIAMS CO	R	394.27
01	318046	02/18/2026	STARK MOLLY	R	168.40
01	318047	02/18/2026	TAYLOR BRANDON	R	97.00
01	318048	02/18/2026	TERREL'S TOOLBOX LLC	R	174.50
01	318049	02/18/2026	THIMM, MICHAEL G	R	63.15
01	318050	02/18/2026	TRIO SUPPLY COMPANY	R	2,484.28
01	318051	02/18/2026	UPPER LAKES FOODS	R	23,711.74
01	318052	02/18/2026	WOODCRAFT	R	39.96
01	318053	02/18/2026	XCEL ENERGY	R	101.37
01	V2600764	02/19/2026	SHELBY TURNER BASTIAN	R	13.86
01	V2600765	02/19/2026	DAVID H BIPES	R	18.69
01	V2600766	02/19/2026	DANIEL BJOSTAD	R	175.00
01	V2600767	02/19/2026	LEAH BROWN	R	35.91
01	V2600768	02/19/2026	DAVID BUTLER	R	22.04
01	V2600769	02/19/2026	EDELIA COYOTE TENANGO	R	174.93
01	V2600770	02/19/2026	KRISTI A DINGMAN	R	440.31
01	V2600771	02/19/2026	ANGELA M FISH	R	90.12
01	V2600772	02/19/2026	PETER J FITZPATRICK	R	80.00
01	V2600773	02/19/2026	LINDA G FREDERICKSON	R	59.98
01	V2600774	02/19/2026	KEVIN D HARRIS	R	125.00
01	V2600775	02/19/2026	JESSICA M HOFFMAN	R	55.25
01	V2600776	02/19/2026	NASHWA M IBRAHIM	R	175.00
01	V2600777	02/19/2026	JOHN M LORENZINI	R	125.00
01	V2600778	02/19/2026	MICHAEL A MANNING	R	124.70
01	V2600779	02/19/2026	ERIN H NEILON	R	175.97
01	V2600780	02/19/2026	TANYA R OLSON	R	84.14
01	V2600781	02/19/2026	BREANNA REMER	R	50.00
01	V2600782	02/19/2026	MICHELLE T THOEMKE	R	261.77
01	V2600783	02/19/2026	ALEXANDER WARD	R	28.93
01	V2600784	02/19/2026	SAMANTHA WEAVER	R	124.64
01	V2600785	02/19/2026	MICHELLE R WHITESIDE	R	5.73
01	318054	02/23/2026	ELIZABETH RODRIGUEZ	R	1,334.45
			TOTAL CHECKS, EPAYS & SCHOLARSHIPS		**923,627.82**

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, March 2, 2026
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, March 2, 2026 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: Dennis, Liss, Spencer and Tompkins. Cole was not able to attend. 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 Spencer, seconded by Dennis, and unanimously carried, the board of education approved the agenda.

III. INFORMATION AND PROPOSALS - NON-ACTION ITEMS

A. Superintendent Update
    1. Richfield Dual Language School Presentation
    2. Special Education Child Count Presentation
B. Commendations

IV. CONSENT AGENDA

A. Routine Matters
    1. Minutes of the Regular Meeting held February 17, 2026
    2. General Disbursements as of 2/23/26 in the Amount of $923,627.82
    3. Investment Holdings
B. Personnel Items

Management – Leave of Absence							
Name	**Employee Group**	**Position**	**Building**	**FTE**	**Effective Date**	**Years of Service**	**Probation**
Colleen Mahoney	Mgmt	Elementary Principal	Centennial Elementary School	Full-Time	8/1/2026 - 7/31/2029		

Certified – Resignation							
Name	**Employee Group**	**Position**	**Building**	**FTE**	**Effective Date**	**Years of Service**	**Probation**
Javier Salmeron Chacon	Certified	Elementary Education Teacher	Richfield Dual Language	Full-Time	6/8/2026	5	
Classified – New Hire							
Name	**Employee Group**	**Position**	**Building**	**FTE**	**Effective Date**	**Years of Service**	**Probation**
Edllomeline Ruiz Salgado	Outreach Worker	Temporary Bilingual Outreach Worker	Central Education Center	Part-Time	2/18/2026		
Ernest Williams	Facilities & Transp.	Transportation Coordinator	Garage	Full-Time	2/23/2026		120 days
Israel Pliego Montesinos	Facilities & Transp.	Bus Driver	Garage	Part-Time	2/23/2026		120 days

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

V. OLD BUSINESS

A. Policy 701: Budget and Fund Reserves & Administrative Guideline 701.1 - second read
B. Policy 413: Staff Use of School Facilities & Administrative Guideline 413.1 - second read

VI. NEW BUSINESS

A. Achievement & Integration Plan 2026-2029

Motion by Spencer, seconded by Dennis, and unanimously carried, the board of education approved the plan.

B. Acceptance of Fiscal Year 2025 Final Federal Single Audit Report

Motion by Spencer, seconded by Tompkins, and unanimously carried, the board of education approved the report.

C. Renewal of Group Medical Coverage

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

D. Renewal of Group Dental Coverage

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

E. Policy 611: Provision for Alternative Instruction & Administrative Guideline 611.1 - first read
F. Donations

Motion by Tompkins, seconded by Dennis, 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

3-16-26	7 p.m.	Regular Board Meeting
4-6-26	7 p.m.	Regular Board Meeting

XII. ADJOURN REGULAR MEETING

Chair Carter adjourned the meeting at 8:44 p.m.

CHECKS, EPAYS & PCARDS
03/16/2026 BOARD REPORTS

BANK 05	DATE	AMOUNT
Checks	2/25/2026	265,906.60
	2/26/2026	34,638.19
	3/4/2026	239,499.57
	3/5/2026	66,234.05
P-CARDS (FEBRUARY 2026)	3/5/2026	79,444.30
E-Pays	2/26/2026	666.69
	3/5/2026	5,350.28

CHECK REGISTER BANK 05 TOTAL =	**691,739.68**

BREAKDOWN	
01-206-00	395,667.76
02-206-00	89,225.74
03-206-00	14,422.57
04-206-00	9,928.20
06-206-00	-
07-206-00	3,975.00
18-206-00	-
20-206-00	178,520.41
21-206-00	
47-206-00	
BANK TOTAL =	**691,739.68**

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	318055	02/25/2026	AB STAFFING SOLUTIONS, LLC	R	6,400.00
01	318056	02/25/2026	ANDERSON, LONNIE ALLEN	R	97.00
01	318057	02/25/2026	NEWBERN LLC	R	97.00
01	318058	02/25/2026	BOTSFORD CODY W	R	84.20
01	318059	02/25/2026	BSI MECHANICAL, INC.	R	3,359.70
01	318060	02/25/2026	BSN SPORTS, LLC	R	170.64
01	318061	02/25/2026	BUSBY TREVOR	R	97.00
01	318062	02/25/2026	CANON FINANCIAL SERVICES INC	R	4,747.36
01	318063	02/25/2026	CATALYST BUYING GROUP LLC	R	397.94
01	318064	02/25/2026	CINTAS CORPORATION NO 2	R	152.95
01	318065	02/25/2026	DELGADO MICHEAL	R	97.00
01	318066	02/25/2026	ELIZABETH MORAVEC	R	250.00
01	318067	02/25/2026	FINANGER PHILLIP J	R	84.20
01	318068	02/25/2026	WW GRAINGER INC	R	334.05
01	318069	02/25/2026	GROTH MUSIC COMPANY	R	2,157.61
01	318070	02/25/2026	HAAS MUSICAL INSTRUMENT REPAIR, INC	R	950.00
01	318071	02/25/2026	HALL CHARLES	R	68.00
01	318072	02/25/2026	HILLYARD MINNEAPOLIS	R	822.89
01	318073	02/25/2026	IDEAL ENERGIES SOLAR LEASE 2021,LLC	R	7,937.49
01	318074	02/25/2026	INSTITUTE FOR ENVIROMENTAL	R	3,160.00
01	318075	02/25/2026	IRONDALE	R	500.00
01	318076	02/25/2026	JOSH VAN DE HINZ	R	250.00
01	318077	02/25/2026	KATY KIEFFER	R	250.00
01	318078	02/25/2026	KERI BRENDEN	R	250.00
01	318079	02/25/2026	KIHSLINGER JOHN	R	97.00
01	318080	02/25/2026	KINECT ENERGY INC	R	84,766.66
01	318081	02/25/2026	LOFFLER COMPANIES	R	3,195.00
01	318082	02/25/2026	MACKIN BOOK COMPANY	R	464.46
01	318083	02/25/2026	MADISON NATIONAL LIFE INS CO INC	R	17,951.94
01	318084	02/25/2026	MAXORPLUS LTD, DBA: VYTLONE	R	58,270.07
01	318085	02/25/2026	MCDONOUGH'S SEWER SERVICES, INC.	R	652.30
01	318086	02/25/2026	MERDA, EMELYN	R	12.10
01	318087	02/25/2026	METRO TRANSIT	R	291.00
01	318088	02/25/2026	MINNESOTA MEMORY, INC.	R	2,399.00
01	318089	02/25/2026	NAPA AUTO PARTS	R	275.76
01	318090	02/25/2026	NGOM, MAMADOY	R	68.00
01	318091	02/25/2026	NORTH CENTRAL INTERNATIONAL, LLC	R	1,435.56
01	318092	02/25/2026	OKEY CHRIS	R	105.25
01	318093	02/25/2026	PARAGON DEVELOPMENT SYSTEMS, INC.	R	7,489.80
01	318094	02/25/2026	PEAVEY, SHARA	R	68.00
01	318095	02/25/2026	PEDIATRIC HOME SERVICE	R	2,812.50
01	318096	02/25/2026	POMPS TIRE SERVICE	R	2,777.44
01	318097	02/25/2026	PROPIO LS, LLC	R	348.97
01	318098	02/25/2026	REED BEHAVIORAL HEALTH LLC	R	4,000.00
01	318099	02/25/2026	RINGCENTERAL, INC.	R	9,320.56
01	318100	02/25/2026	RYAN JEANNIE M	R	1,421.14
01	318101	02/25/2026	SARAH TAFFE	R	250.00
01	318102	02/25/2026	SCHOOL SERVICE EMPLOYEES UNION	R	5,041.19

01	318103	02/25/2026	SHIBLEY JEREMY	R	97.00
01	318104	02/25/2026	ST MARY'S UNIVERSITY OF MINNESOTA	R	50.00
01	318105	02/25/2026	STARK MOLLY	R	105.25
01	318106	02/25/2026	TIFFANY BEGIN	R	330.00
01	318107	02/25/2026	TRUSTED METRO OFFICIALS	R	1,680.00
01	318108	02/25/2026	UNITED STATES TREASURER	R	200.00
01	318109	02/25/2026	UNIVERSITY LANGUAGE CENTER	R	1,008.41
01	318110	02/25/2026	VSP INSURANCE CO. (CT)	R	3,481.51
01	318111	02/25/2026	WORLD FUEL SERVICES, INC.	R	1,557.63
01	318112	02/25/2026	XCEL ENERGY	R	20,685.27
01	318113	02/25/2026	ZARNOTH BRUSH WORKS, INC.	R	482.80
01	318114	02/26/2026	INTERMEDIATE DISTRICT 287	R	614.90
01	318115	02/26/2026	KEMPS LLC	R	1,876.30
01	318116	02/26/2026	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	8,492.41
01	318117	02/26/2026	MINUTEMAN PRESS EDINA	R	362.75
01	318118	02/26/2026	MSNA-MN SCHOOL NUTRITION	R	10.00
01	318119	02/26/2026	PAN O GOLD BAKING CO	R	368.21
01	318120	02/26/2026	RATWIK ROSZAK & MALONEY PA	R	2,310.00
01	318121	02/26/2026	RODRIGUEZ EMBROIDERY INC	R	793.66
01	318122	02/26/2026	UPPER LAKES FOODS	R	19,809.96
01	V2600787	02/26/2026	JOSEPH C CORCORAN	R	40.53
01	V2600788	02/26/2026	ROSALBA CUATE PLIEGO	R	175.00
01	V2600789	02/26/2026	KRISTI A DINGMAN	R	23.64
01	V2600790	02/26/2026	JENNIFER KRUEGER	R	142.74
01	V2600791	02/26/2026	COREY NEEDLEMAN	R	109.95
01	V2600792	02/26/2026	THOMAS SONG	R	164.39
01	V2600793	02/26/2026	MICHELLE R WHITESIDE	R	10.44
01	318123	03/04/2026	AASPA	R	275.00
01	318124	03/04/2026	AB STAFFING SOLUTIONS, LLC	R	3,180.00
01	318125	03/04/2026	ALTMAN ADAM	R	580.00
01	318126	03/04/2026	APPLE INC.	R	345.00
01	318127	03/04/2026	BATTERIES R US	R	3,449.94
01	318128	03/04/2026	BOTSFORD CODY W	R	63.15
01	318129	03/04/2026	HIRES LLC	R	2,800.00
01	318130	03/04/2026	BSI MECHANICAL, INC.	R	10,857.54
01	318131	03/04/2026	BUILDING CONTROLS & SOLUTIONS	R	321.86
01	318132	03/04/2026	CAPITAL ONE TRADE CREDIT	R	169.25
01	318133	03/04/2026	CEDAR SMALL ENGINE	R	11.88
01	318134	03/04/2026	CEP ART & DESIGN	R	567.00
01	318135	03/04/2026	CINTAS CORPORATION NO 2	R	425.82
01	318136	03/04/2026	CITY OF RICHFIELD	R	1,416.41
01	318137	03/04/2026	ECM PUBLISHERS INC	R	153.00
01	318138	03/04/2026	EDWARD J STEVENS IV	R	136.00
01	318139	03/04/2026	EHLERS & ASSOCIATES	R	3,975.00
01	318140	03/04/2026	FASTEST LABS OF BLOOMINGTON	R	854.50
01	318141	03/04/2026	FINANGER PHILLIP J	R	84.20
01	318142	03/04/2026	WW GRAINGER INC	R	285.96
01	318143	03/04/2026	HILL WESLEY	R	97.00
01	318144	03/04/2026	HILLYARD MINNEAPOLIS	R	3,746.58

01	318145	03/04/2026	HJELM, ADAM	R	80.00
01	318146	03/04/2026	HMH EDUCATION COMPANY	R	1,121.72
01	318147	03/04/2026	HOOKS, DESMOND	R	97.00
01	318148	03/04/2026	HUNT RUSS	R	136.00
01	318149	03/04/2026	IMPROVE YOUR TOMORROW, INC.	R	2,000.00
01	318150	03/04/2026	INSTITUTE FOR ENVIROMENTAL	R	4,601.44
01	318151	03/04/2026	INTERMEDIATE DISTRICT 287	R	20,000.00
01	318152	03/04/2026	KINECT ENERGY INC	R	569.00
01	318153	03/04/2026	MAGERS & QUINN BOOKSELLERS	R	4,659.52
01	318154	03/04/2026	MAXORPLUS LTD, DBA: VYTLONE	R	112,966.78
01	318155	03/04/2026	MCEA	R	229.00
01	318156	03/04/2026	MCGEE JASON	R	97.00
01	318157	03/04/2026	MERDA, EMELYN	R	36.30
01	318158	03/04/2026	MERLE H IHNE III	R	97.00
01	318159	03/04/2026	METROPOLITAN MECHANICAL CONTRACTORS	R	3,574.84
01	318160	03/04/2026	MIDWEST BUS PARTS INC	R	1,053.70
01	318161	03/04/2026	MURLOWSKI SCOTT	R	97.00
01	318162	03/04/2026	NAPA AUTO PARTS	R	134.58
01	318163	03/04/2026	NATALIE D RASMUSSEN	R	10,500.00
01	318164	03/04/2026	NEI ELECTRIC, INC.	R	707.00
01	318165	03/04/2026	NENA'S DESIGN LLC	R	240.00
01	318166	03/04/2026	OKEY CHRIS	R	147.36
01	318167	03/04/2026	PAYDHEALTH	R	7,283.56
01	318168	03/04/2026	SMS ADMINISTRATIVE SERVICES	R	9,750.00
01	318169	03/04/2026	SMITH QUINCY	R	136.00
01	318170	03/04/2026	SQUIRES, WALDSPURGER & MACE, P.A.	R	6,620.33
01	318171	03/04/2026	STARK MOLLY	R	63.15
01	318172	03/04/2026	THIMM, MICHAEL G	R	147.36
01	318173	03/04/2026	TRACI ERICKSON	R	45.00
01	318174	03/04/2026	ULINE	R	110.34
01	318175	03/04/2026	VOGEL CORY	R	97.00
01	318176	03/04/2026	ROBERT WEBER	R	136.00
01	318177	03/04/2026	XCEL ENERGY	R	18,170.50
01	318178	03/05/2026	ADVANCED COMMERCIAL KITCHENS	R	5,240.53
01	318179	03/05/2026	DICKS SANITATION SERVICE, INC (DSI)	R	8,578.07
01	318180	03/05/2026	HOME DEPOT CREDIT SERVICES	R	2,021.35
01	318181	03/05/2026	KEMPS LLC	V	0.00
01	318182	03/05/2026	KEMPS LLC	R	3,656.22
01	318183	03/05/2026	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	7,313.08
01	318184	03/05/2026	PAN O GOLD BAKING CO	R	414.24
01	318185	03/05/2026	SCHOOL SERVICE EMPLOYEES UNION	R	5,213.13
01	318186	03/05/2026	SNA-SCHOOL NUTRITION	R	20.00
01	318187	03/05/2026	TRIO SUPPLY COMPANY	R	1,925.24
01	318188	03/05/2026	UPPER LAKES FOODS	V	0.00
01	318189	03/05/2026	UPPER LAKES FOODS	R	31,852.19
01	V2600794	03/05/2026	MATTHEW ARNOLD	R	70.00
01	V2600795	03/05/2026	MICHELLE L AXELL	R	70.00
01	V2600796	03/05/2026	BRADLEY BADOUR	R	40.00
01	V2600797	03/05/2026	ERICA T BARLOW	R	70.00

01	V2600798	03/05/2026	NIKOLAS BAUZA	R	40.00
01	V2600799	03/05/2026	MARY L CLARKSON	R	70.00
01	V2600800	03/05/2026	KRISTI A DINGMAN	R	31.47
01	V2600801	03/05/2026	PETER J FITZPATRICK	R	40.00
01	V2600802	03/05/2026	YVETTE GARCIA	R	70.00
01	V2600803	03/05/2026	RACHEL GENS	R	70.00
01	V2600804	03/05/2026	AREND J GEURINK	R	70.00
01	V2600805	03/05/2026	CHRISTINA M GONZALEZ	R	70.00
01	V2600806	03/05/2026	AMY E HAGER	R	70.00
01	V2600807	03/05/2026	KEVIN D HARRIS	R	40.00
01	V2600808	03/05/2026	MICHAEL G HARRIS	R	70.00
01	V2600809	03/05/2026	LANA HENDRICKS LEUNING	R	40.00
01	V2600810	03/05/2026	GUADALUPE P HERNANDEZ-BALBUENA	R	175.00
01	V2600811	03/05/2026	JONATHAN W HEYER	R	70.00
01	V2600812	03/05/2026	JESSICA M HOFFMAN	R	40.00
01	V2600813	03/05/2026	CRAIG D HOLJE	R	70.00
01	V2600814	03/05/2026	MELISSA M ROCCHIO	R	169.00
01	V2600815	03/05/2026	GRACE M JENNINGS	R	69.15
01	V2600816	03/05/2026	JEFFREY KELLER	R	70.00
01	V2600817	03/05/2026	JENNIFER KRUEGER	R	70.00
01	V2600818	03/05/2026	ANOOP KUMAR	R	40.00
01	V2600819	03/05/2026	JOHN M LORENZINI	R	70.00
01	V2600820	03/05/2026	DAVANAND MAHADEO	R	40.00
01	V2600821	03/05/2026	COLLEEN M MAHONEY	R	70.00
01	V2600822	03/05/2026	MICHAEL A MANNING	R	70.00
01	V2600823	03/05/2026	OFELIA MARTINEZ	R	136.47
01	V2600824	03/05/2026	DANIEL P MCGINN	R	40.00
01	V2600825	03/05/2026	DOUG R MCMEEKIN	R	70.00
01	V2600826	03/05/2026	SHERRI L MEDVEC	R	175.00
01	V2600827	03/05/2026	KENT D MEYER	R	70.00
01	V2600828	03/05/2026	MARY M MEYER	R	174.89
01	V2600829	03/05/2026	KATRINA L MORGAN	R	40.00
01	V2600830	03/05/2026	ERIN H NEILON	R	40.00
01	V2600831	03/05/2026	TANYA M NEWELL	R	168.05
01	V2600832	03/05/2026	STEPHANIE NICHOLS	R	45.00
01	V2600833	03/05/2026	JODI A NICKELL	R	175.00
01	V2600834	03/05/2026	RYAN OBERPRILLER	R	129.95
01	V2600835	03/05/2026	ROBERT G OLSON	R	70.00
01	V2600836	03/05/2026	LAURA B OTTERNESS	R	70.00
01	V2600837	03/05/2026	CHRISTOPHER A PETERSON	R	70.00
01	V2600838	03/05/2026	CASSANDRA QUAM	R	70.00
01	V2600839	03/05/2026	LAURA RAMSBORG	R	70.00
01	V2600840	03/05/2026	RENEE C REED-KARSTENS	R	40.00
01	V2600841	03/05/2026	ANGELICA ROSSANO NAVARRETE	R	12.70
01	V2600842	03/05/2026	ISRAEL RUBIO SEGURA	R	85.00
01	V2600843	03/05/2026	PATRICIA RUBIO SEGURA	R	172.72
01	V2600844	03/05/2026	MARIA L SANCHEZ	R	174.95
01	V2600845	03/05/2026	HEIDI SAVATDY	R	70.00
01	V2600846	03/05/2026	CHRISTIAN SCHEMPP	R	40.00

01	V2600847	03/05/2026	AMY B SKARE-KLECKER	R	70.00
01	V2600848	03/05/2026	JUSTIN STEELE	R	70.00
01	V2600849	03/05/2026	STACY THEIEN-COLLINS	R	70.00
01	V2600850	03/05/2026	RICKY THOMPSON	R	40.00
01	V2600851	03/05/2026	VLADIMIR S TOLEDO	R	40.00
01	V2600852	03/05/2026	STEVEN P UNOWSKY	R	270.00
01	V2600853	03/05/2026	CARRIE A VALA	R	70.00
01	V2600854	03/05/2026	MARIA VALDEZ	R	67.99
01	V2600855	03/05/2026	REBECCA S WALD	R	40.00
01	V2600856	03/05/2026	ALEXANDER WARD	R	70.00
01	V2600857	03/05/2026	PAULA J WASHINGTON	R	167.94
01	V2600858	03/05/2026	MICHELLE R WHITESIDE	R	70.00
01	V2600859	03/05/2026	KASYA L WILLHITE	R	70.00
01	V2600860	03/05/2026	KELLY L WOODS	R	70.00
01	V2600861	03/05/2026	P-CARD BAIRD LISA	R	7,517.90
01	V2600862	03/05/2026	P-CARD BARLOW ERICA	R	1,612.00
01	V2600863	03/05/2026	P-CARD BLUMA, MEGAN BOLLIG	R	147.87
01	V2600864	03/05/2026	P-CARD BROWN MATTHEW	R	996.71
01	V2600865	03/05/2026	P-CARD BRUNNER PATTI	R	4,282.15
01	V2600866	03/05/2026	P-CARD CARUSO MATTHEW	R	653.29
01	V2600867	03/05/2026	P-CARD CRUZ ESTEVA JENNIFER	R	4,279.84
01	V2600868	03/05/2026	P-CARD EDWARDS NATHAN	R	1,520.70
01	V2600869	03/05/2026	P-CARD GARCIA YVETTE	R	2,693.46
01	V2600870	03/05/2026	P-CARD GEURINK AREND	R	1,211.13
01	V2600871	03/05/2026	P-CARD GONZALEZ CHRISTINA	R	4,955.93
01	V2600872	03/05/2026	P-CARD HUERTA-ANAYA ALICIA	R	2,789.35
01	V2600873	03/05/2026	P-CARD KRETSINGER DAN	R	40.91
01	V2600874	03/05/2026	P-CARD KRUEGER JENNIFER	R	568.17
01	V2600875	03/05/2026	P-CARD LEIKNES LISA	R	498.60
01	V2600876	03/05/2026	P-CARD LEWIS JENNIFER	R	975.73
01	V2600877	03/05/2026	P-CARD LUNDY MICHELLE	R	10,708.03
01	V2600878	03/05/2026	P-CARD MAHONEY COLLEEN	R	1,793.38
01	V2600879	03/05/2026	P-CARD MANNING MICHAEL	R	294.13
01	V2600880	03/05/2026	P-CARD MCCLENDON LAURA	R	110.86
01	V2600881	03/05/2026	P-CARD MCGINN DAN	R	616.54
01	V2600882	03/05/2026	P-CARD MORALES LIZETTE	R	14,367.25
01	V2600883	03/05/2026	P-CARD OLSON ROBERT	R	2,091.06
01	V2600884	03/05/2026	P-CARD PETERSON CHRIS	R	3,933.29
01	V2600885	03/05/2026	P-CARD SACHER GRACE	R	3,241.48
01	V2600886	03/05/2026	P-CARD SETZER ALEXIS	R	43.89
01	V2600887	03/05/2026	P-CARD SKARE-KLECKER AMY	R	1,411.62
01	V2600888	03/05/2026	P-CARD SMITH DANE	R	402.78
01	V2600889	03/05/2026	P-CARD SMITH JENNIFER	R	5.16
01	V2600890	03/05/2026	P-CARD VENTURA PEREZ RAMIRO	R	404.53
01	V2600891	03/05/2026	P-CARD WILLHITE KASYA	R	125.25
01	V2600892	03/05/2026	P-CARD WOODS KELLY	R	4,310.43
01	V2600893	03/05/2026	P-CARD YUNKER AUBREE	R	840.88
			TOTAL CHECKS, EPAYS & PCARDS		**691,739.68**

REVENUE & EXPENDITURE SUMMARY BY SOURCE, OBJECT SERIES & PROGRAM SERIES

RICHFIELD | January 31, 2026

REVENUE CATEGORIES	June 30, 2024	June 30, 2025	Adopted Budget	Projected End Of Year	Received YTD	Budget Remaining	January 31, 2026 % of Budget Received	January 31, 2025 % of Actuals Received	January 31, 2024 % of Actuals Received	Current YTD vs. PYTD	January 31, 2025	January 31, 2024
STATE	55,361,384	60,229,625	61,588,365	60,075,565	20,522,883	41,065,482	33.32%	34.17%	37.83%	**(55,298)**	20,578,181	20,944,616
FEDERAL	5,360,512	2,517,153	2,352,958	1,993,999	25,280	2,327,678	1.07%	9.40%	14.92%	**(211,319)**	236,599	799,814
PROPERTY TAXES	18,257,792	22,312,647	23,701,323	21,823,587	21,604,923	2,096,400	91.15%	100.55%	99.42%	**(831,214)**	22,436,137	18,152,800
LOCAL SALES, INS RECOVERY & JUDGEMENTS	84,206	42,064	66,000	83,213	58,154	7,846	88.11%	68.38%	26.62%	**29,391**	28,763	22,416
SALE OF BONDS & LOANS	0	0	0	0	0	0	0.00%	0.00%	0.00%	**0**	0	0
INCOMING TRANSFERS FROM OTH FUNDS	0	1,680,183	0	0	0	0	0.00%	0.00%	0.00%	**0**	0	0
LOCAL (FEES, INTEREST, ETC.)	2,943,714	2,897,965	1,998,740	2,167,070	1,313,202	685,538	65.70%	51.51%	53.79%	**(179,495)**	1,492,697	1,583,429
TOTALS	**82,007,607**	**89,679,638**	89,707,386	**86,143,434**	**43,524,442**	**46,182,944**	**48.52%**	**49.92%**	**50.61%**	**(1,247,936)**	**44,772,378**	**41,503,075**

EXPENDITURES (OBJECT SERIES)	June 30, 2024	June 30, 2025	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	January 31, 2026 % of Budget Expended	January 31, 2025 % of Actuals Expended	January 31, 2024 % of Actuals Expended	Current YTD vs. PYTD	January 31, 2025	January 31, 2024
SALARIES & WAGES	44,519,026	46,720,673	49,710,378	49,568,455	22,115,442	27,594,936	44.49%	45.59%	44.95%	**813,854**	21,301,587	20,009,078
EMPLOYEE BENEFITS	15,376,730	16,241,292	18,032,059	17,936,897	8,910,228	9,121,831	49.41%	50.73%	47.07%	**670,790**	8,239,438	7,237,469
PURCHASED SERVICES	13,172,577	14,007,735	14,912,975	14,392,634	6,149,841	8,763,134	41.24%	49.24%	46.34%	**(747,172)**	6,897,013	6,104,210
SUPPLIES	3,838,248	3,973,434	4,709,120	3,938,280	2,381,953	2,327,167	50.58%	68.94%	64.10%	**(357,429)**	2,739,382	2,460,498
EQUIPMENT	3,488,077	2,853,546	2,969,042	2,625,424	1,682,255	1,286,787	56.66%	61.52%	81.83%	**(73,357)**	1,755,612	2,854,250
DEBT SERVICE	0	0	0	0	0	0	0.00%	0.00%	0.00%	**0**	0	0
OTHER EXPENDITURES	406,103	418,031	493,211	493,049	190,526	302,685	38.63%	34.34%	33.76%	**46,986**	143,540	137,113
OTHER FINANCING USES	0	1,694,847	0	0	0	0	0.00%	0.00%	0.00%	**0**	0	0
TOTALS	**80,800,761**	**85,909,557**	90,826,785	**88,954,739**	**41,430,245**	**49,396,540**	**45.61%**	**47.81%**	**48.02%**	**353,673**	**41,076,572**	**38,802,618**

EXPENDITURES (PROGRAM SERIES)	June 30, 2024	June 30, 2025	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	January 31, 2026 % of Budget Expended	January 31, 2025 % of Actuals Expended	January 31, 2024 % of Actuals Expended	Current YTD vs. PYTD	January 31, 2025	January 31, 2024
SITE ADMINISTRATION	2,063,549	2,407,433	2,449,158	2,472,237	1,343,447	1,105,711	54.85%	58.57%	57.47%	**(66,658)**	1,410,105	1,185,981
DISTRICT ADMINISTRATION	2,281,758	2,453,089	2,203,518	2,137,517	1,125,609	1,077,909	51.08%	44.29%	52.19%	**39,118**	1,086,491	1,190,761
SUPPORT SERVICES	3,265,363	3,281,017	3,341,274	3,800,809	2,446,618	894,656	73.22%	65.19%	64.23%	**307,559**	2,139,059	2,097,270
REGULAR INSTRUCTION	31,337,342	32,945,209	35,358,932	33,669,165	14,123,852	21,235,080	39.94%	41.66%	42.30%	**399,286**	13,724,565	13,255,042
EXTRA-CURRICULAR ACTIVITES	1,043,990	1,059,867	1,261,995	1,290,149	601,817	660,178	47.69%	52.77%	52.69%	**42,493**	559,324	550,126
VOCATIONAL INSTRUCTION	839,648	1,057,675	1,120,218	1,104,937	481,543	638,675	42.99%	43.99%	29.64%	**16,298**	465,245	248,841
SPECIAL EDUCATION	15,690,800	17,333,122	18,653,340	18,595,175	7,957,568	10,695,772	42.66%	42.15%	42.45%	**652,228**	7,305,340	6,660,550
COMMUNITY SERVICES	0	0	0	0	0	0	0.00%	0.00%	0.00%	**0**	0	0
INSTRUCTIONAL SUPPORT	5,557,740	5,175,348	4,754,429	4,967,373	3,269,953	1,484,476	68.78%	65.47%	72.80%	**(118,305)**	3,388,258	4,046,072
PUPIL SUPPORT SERVICES	11,410,630	12,507,735	13,618,028	12,492,803	4,992,458	8,625,570	36.66%	48.70%	42.70%	**(1,098,540)**	6,090,998	4,872,262
FACILITIES	6,795,129	7,093,003	7,460,893	7,786,708	4,454,997	3,005,896	59.71%	61.13%	61.58%	**119,003**	4,335,994	4,184,455
OTHER FINANCING USES	514,812	596,059	605,000	637,866	632,384	(27,384)	104.53%	95.83%	99.31%	**61,190**	571,194	511,260
TOTALS	**80,800,761**	**85,909,557**	90,826,785	**88,954,739**	**41,430,245**	**49,396,540**	**45.61%**	**47.81%**	**48.02%**	**353,673**	**41,076,572**	**38,802,618**

REVENUE & EXPENDITURE SUMMARY BY SOURCE, OBJECT SERIES & PROGRAM SERIES

RICHFIELD | January 31, 2026

ACTIVITY - OTHER FUNDS

REVENUE	June 30, 2024	June 30, 2025	Adopted Budget	Projected End Of Year	Received YTD	Budget Remaining	2026 % of Budget Received	2025 % of Actuals Received	2024 % of Actuals Received	Current YTD vs. PYTD	January 31, 2025	January 31, 2024
FOOD SERVICE	3,949,403	3,754,394	4,137,500	4,271,759	1,566,853	2,570,647	37.87%	36.26%	34.15%	**205,458**	1,361,395	1,348,598
COMMUNITY EDUCATION	2,322,904	2,083,163	2,117,098	2,194,732	1,589,959	527,139	75.10%	70.71%	77.00%	**116,900**	1,473,059	1,788,651
CONSTRUCTION	2,767,467	199,707	60,000	101,575	56,384	3,616	93.97%	55.79%	3.27%	**(55,032)**	111,416	90,523
DEBT SERVICE	8,086,343	7,638,767	8,070,932	7,824,277	7,665,284	405,649	94.97%	92.89%	101.28%	**569,374**	7,095,910	8,189,930
TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	**0**	0	0
CUSTODIAL	30,570	7,826	22,000	16,232	2,319	19,681	10.54%	79.71%	24.31%	**(3,920)**	6,239	7,432
INTERNAL SERVICE	8,636,077	8,766,512	9,453,905	9,962,908	5,474,534	3,979,371	57.91%	58.44%	60.26%	**351,619**	5,122,915	5,203,989
OPEB REVOCABLE TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	**0**	0	0
OPEB IRREVOCABLE TRUST	364,778	330,000	200,000	110,394	7,176	192,824	3.59%	-9.45%	19.49%	**38,374**	(31,198)	71,080
OPEB DEBT SERVICE	2,013,317	1,990,937	2,056,109	1,993,400	1,972,202	83,907	95.92%	94.87%	103.31%	**83,412**	1,888,790	2,080,031
TOTALS	**28,170,859**	**24,771,306**	26,117,544	**26,475,276**	**18,334,710**	**7,782,834**	**70.20%**	**68.74%**	**66.67%**	**1,306,185**	**17,028,525**	**18,780,234**

EXPENDITURES	June 30, 2024	June 30, 2025	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	2026 % of Budget Expended	2025 % of Actuals Expended	2024 % of Actuals Expended	Current YTD vs. PYTD	January 31, 2025	January 31, 2024
FOOD SERVICE	3,729,581	3,918,120	4,049,569	4,054,993	1,978,033	2,071,536	48.85%	51.41%	48.42%	(36,392)	2,014,425	1,805,954
COMMUNITY EDUCATION	2,258,815	2,046,680	2,248,704	2,258,210	1,177,148	1,071,556	52.35%	51.86%	55.27%	115,637	1,061,511	1,248,524
CONSTRUCTION	1,834,310	1,886,621	1,650,000	2,219,840	1,706,562	(56,562)	103.43%	59.55%	61.99%	583,019	1,123,544	1,137,173
DEBT SERVICE	7,949,447	7,779,254	7,992,688	7,393,780	7,987,288	5,401	99.93%	100.00%	99.94%	208,034	7,779,254	7,944,794
TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
CUSTODIAL	9,075	10,537	22,000	9,149	9,048	12,952	41.13%	99.90%	99.18%	(1,479)	10,527	9,000
INTERNAL SERVICE	7,249,696	9,172,108	9,446,607	9,054,107	5,592,545	3,854,062	59.20%	58.28%	75.20%	247,313	5,345,232	5,451,943
OPEB REVOCABLE TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
OPEB IRREVOCABLE TRUST	476,577	463,966	490,000	490,000	0	490,000	0.00%	0.00%	0.00%	0	0	0
OPEB DEBT SERVICE	2,025,100	2,022,175	2,022,275	2,022,275	2,022,275	0	100.00%	100.00%	100.00%	100	2,022,175	2,025,100
TOTALS	**25,532,600**	**27,299,461**	27,921,843	**27,502,354**	**20,472,899**	**7,448,944**	**73.32%**	**70.90%**	**76.85%**	1,116,232	**19,356,667**	**19,622,488**

SUMMARY - ALL FUNDS

SUMMARY	June 30, 2024	June 30, 2025	Adopted Budget	Projected End Of Year	YTD	Budget Remaining	2026 % of Budget Expended	2025 % of Actuals Expended	2024 % of Actuals Expended	Current YTD vs. PYTD	January 31, 2025	January 31, 2024
REVENUE	110,178,467	114,450,944	115,824,930	112,618,710	61,859,152	53,965,778	53.41%	54.00%	54.71%	58,250	61,800,902	60,283,309
EXPENDITURES	106,333,361	113,209,018	118,748,628	116,457,093	61,903,144	56,845,484	52.13%	53.38%	54.95%	1,469,905	60,433,239	58,425,106
SPENDING VARIANCE	3,845,105	1,241,926	(2,923,698)	(3,838,383)	(43,992)	N/A	N/A	N/A	N/A	(1,411,655)	1,367,664	1,858,203

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

Board of Education

Independent School District 280, Richfield, MN

Regular Meeting

March 16, 2026

Management – New Hire

Name	Employee Group	Position	Building	FTE	Effective Date	Years of Service
Bondo Nyembwe	Management	Assistant Superintendent	District Office	Full-Time	7/1/2026	

Certified – Resignation

Name	Employee Group	Position	Building	FTE	Effective Date	Years of Service
Alaina Rice-Hanson	Certified	Special Education Teacher	Richfield Middle School	Full-Time	6/30/2026	11
Heather Hauck	Certified	English Language	Richfield Middle School	Full-Time	3/6/2026	2
Molly Ericson	Certified	Elementary Education Teacher	Sheridan Elementary School	Full-Time	6/30/2026	10
Monica Pinto-Moe	Certified	English Language	District Office	Full-Time	6/30/2026	3
Ryan Meulemans	Certified	Dean of Students	Richfield STEM Elementary	Full-Time	6/30/2026	6
Theresa Stets	Certified	Middle School Science	Richfield Middle School	Full-Time	3/13/2026	

Classified – New Hire

Name	Employee Group	Position	Building	FTE	Effective Date	Years of Service
Daniel Olson	Facilities and Transportation	Bus Driver	Garage	Full-Time	3/16/2026	
Danielle Tschida	Nutrition Services	Kitchen Assistant	Sheridan Elementary School	Part-Time	3/23/2026	
Dennis Spence	Facilities and Transportation	Bus Driver	Garage	Part-Time	3/16/2026	
Margaret McGee	Paraprofessional	Special Education Paraprofessional	South Education Center	Full-Time	3/18/2026	

Classified – Retirement

Name	Employee Group	Position	Building	FTE	Effective Date	Years of Service
Peter Fitzpatrick	Facilities and Transportation	Head Custodian	Centennial Elementary School	Full-Time	7/3/2026	34

Classified – Resignation

Name	Employee Group	Position	Building	FTE	Effective Date	Years of Service
Steven Olson	Facilities and Transportation	Bus Driver	Garage	Part-Time	3/20/2026	6

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 2026

SUBJECT: BID AWARD - MAIN VENDOR
BID AWARD - MILK PRODUCTS
BID AWARD - DISPOSABLE PRODUCTS
BID AWARD - BREAD

Recommended by the superintendent that the board of education renew the following nutrition services contracts for the fiscal year 2027: Upper Lakes Foods (main product contract); Kemps LLC (milk product contract); Trio Supplies (disposable products contract); and Pan-O-Gold (bread contract).

Background Information

(Prepared by Michael Manning)

The following nutrition services contracts were previously issued as part of a competitive bid process and are eligible for annual renewals as indicated below. It is recommended that all contracts be renewed, as there have been no issues with service or product delivery and prices remain competitive and within the food service budget for FY27.

- Upper Lakes Foods - Original contract April 2023 with 4 annual renewals available through 2028
- Kemps LLC - Original contract July 2024 with 3 annual renewals available through 2028
- Trio Supplies - Original contract July 2024 with 3 annual renewals available through 2028
- Pan-O-Gold - Original contract July 2024 with 3 annual renewals available through 2028

All vendors have been reviewed for federal requirements regarding suspension and debarment.

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 2026

Subject: Budget and Fund Reserves

(Recommended by the superintendent)

Passage upon a third read of Policy 701: Budget and Fund Reserves & Administrative Guideline 701.1. The policy defines the purpose of the budget and fund reserves as well as the guiding principles for budgeting and the classifications of fund balances. The guideline provides specific ranges for fund balances and considerations for how to budget reduction decisions.

The policy and guideline have been reviewed by the Finance Department and the Fiscal Planning Advisory Committee, and suggested changes are included.

Attachments:
Policy 701: Budget and Fund Reserves - redlined
Administrative Guideline 701.1 - redlined
MSBA Model Policy 714: Fund Balances

RICHFIELD PUBLIC SCHOOLS

BUDGET AND FUND RESERVES

I. GENERAL STATEMENT OF POLICY

The Richfield Public Schools b~~B~~oard of education will provide direction regarding ~~school d~~District budget and financial affairs ~~which~~ that reflects the general philosophy and goals of the community and ~~which~~ that provides a framework within which the school system's administrative team can operate.

The budget and finance processes will conform to all state and local requirements as set forth by ~~State~~ Minnesota statutes, the Minnesota Department of Education and ~~Board~~ board policies.

II. PURPOSE AND GOALS

A. The purpose of ~~district~~ District budget and finance policies will be to provide direction for a systematized procedure such that continuity is maintained from year to year and the public is kept informed regarding the educational and financial operations of the ~~school d~~District.

B. In the ~~district's~~ District's fiscal management, the ~~Board~~ board will seek to achieve the following goals:

1. To align District expenditures to overall District mission, vision and values. Specific details related to mission, vision and values can be found in the District strategic plan, Policy 115: Title IX, Policy 116: Equity, 403: Disability Nondiscrimination, Policy 541: Student Behavior, Policy 581: Protection and Privacy of Pupil records, Policy 586: Gender Inclusion, Policy 608: Education of Students with Disabilities, Policy 613: Religion in the Schools, Policy 655: Family Engagement, Policy 804: Energy Management Conservation, Policy 926: Public Relations/Involvement and others.

~~1.~~2. To establish levels of funding which will provide quality education for the ~~district's~~ District's students, including a review of the District's revenue sources in comparison to other ~~Districts~~ districts to ensure equitable access to programming for Richfield students.

2. To develop budgets and to guide expenditures so that the greatest educational returns and the greatest contributions to the educational program in relation to dollars expended may be achieved.

3. To use the best available techniques of long-range planning, budget development, and budget administration, and to establish efficient procedures for accounting, reporting, purchasing, contracting, payments, auditing, and all other areas of fiscal management.

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4. To maintain adequate fund reserves so that the ~~district~~ District remains ~~debt~~ debt-free and avoids the negative financial impact associated with borrowing for normal operational needs.

5. To promote transparency in the budget process to ensure community understanding and support in helping the ~~district~~ District achieve its educational and financial goals.

6. To utilize mathematical formulas to provide equitable staffing and supports to schools and programs based on enrollment numbers and categorical funding.

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III. PREPARATION OF THE BUDGET

Preparation of the budget shall include the following phases:

A. Preliminary Budget

The preliminary budget is a rough estimate of total revenues and expenditures in each fund. It will be prepared in May of each year.

B. Adopted Budget

The adopted budget will be approved in June of each year and will include the following:

1. Current and projected year-end balances
2. Statements of estimated revenues by fund and source
3. Statements of estimated expenditures by fund and program.

C. Revised Budget

The revised budget will incorporate itemized amendments to the adopted budget. Said amendments, insofar as possible, shall reflect changes in enrollment, legislation, negotiations, and other circumstances having a material impact on the district's finances. Typically, the revised budget will be approved in March; however, budget amendments may be submitted for ~~Board~~ board approval whenever material deviations are recognized and quantified.

Upon acceptance by the ~~Board~~board, the budget represents the granting of authority to the administration for all expenditures, which are to be made during the fiscal year.

IV. BUDGET RESERVE POLICIES

In preparing budgets, the administration shall be guided by the following budget reserve policies:

A. It is desirable to have a positive reserve balance in each of the ~~district's~~ District's operating funds in order to:

1. provide a positive cash position at all times,
2. provide a ~~cushion~~ reserve to smooth out revenue and expenditure variances,
3. cover appropriation deficiencies,
4. retain credit-worthiness and a high bond rating,
5. provide for unexpected or emergency expenditures, and
6. provide sustainability of programming ~~which~~ that may be limited due to external factors in state or local revenue sources.

B. In order to achieve the goals identified in part A of this section, the District should seek to maintain an adequate reserve of funds in the ~~Unassigned~~ unassigned fund balance. Further, the District may identify specific priorities for future funding or specific anticipated risks to district financial stability using the ~~Assigned~~ assigned and/or ~~Committed~~ committed fund balances to be reviewed at least annually.

C. Therefore, the ~~Board~~ board of ~~Education~~ education desires to maintain an unassigned balance in each operating fund in the range of 4% to 10% of the annual expenditure budget. The superintendent shall be responsible for annually presenting plans to the board of education that effectively consider the budgetary impact of the current unassigned fund balance. Recommendations for this are found in Administrative Guideline 701.1. Annually, the ~~Board~~ board will consider the superintendent's recommendation, review economic conditions and financial prospects and decide if the 4-10% reserve is realistic.

V. FUND BALANCE CLASSIFICATIONS

The Governmental Accounting Standards Board (GASB) issued Statement No. 54 to enhance the usefulness and to achieve more consistent fund balance reporting.

A. Definitions

Fund Equity – A fund's equity is generally the difference between its assets and its liabilities.

Fund Balance – An accounting distinction is made between the portions of fund equity that are spendable and nonspendable. These are broken into five categories:

1. "Assigned" fund balance amounts are comprised of unrestricted funds constrained by the school district's intent that they be used for specific purposes, but that do not meet the criteria to be classified as restricted or committed. In funds other than the general fund, the assigned fund balance represents the remaining amount that is not restricted or committed. The assigned fund balance category will cover the portion of a fund balance that reflects the school district's

intended use of those resources.—_The action to assign a fund balance may be taken after the end of the fiscal year.—_An assigned fund balance cannot be a negative number.

2. "Committed" fund balance amounts are comprised of unrestricted funds used for specific purposes pursuant to constraints imposed by formal action of the school board and that remain binding unless removed by the school board by subsequent formal action.—_The formal action to commit a fund balance must occur prior to fiscal year end; however, the specific amounts actually committed can be determined in the subsequent fiscal year.—_A committed fund balance cannot be a negative number.

3. "Nonspendable" fund balance amounts are comprised of funds that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact.—_They include items that are inherently unspendable, such as, but not limited to, inventories, prepaid items, long-term receivables, non-financial assets held for resale, or the permanent principal of endowment funds.

4. "Restricted" fund balance amounts are comprised of funds that have legally enforceable constraints placed on their use that either are externally imposed by resource providers or creditors (such as through debt covenants), grantors, contributors, voters, or laws or regulations of other governments, or are imposed by law through constitutional provisions or enabling legislation.

5. "Unassigned" fund balance amounts are the residual amounts in the general fund not reported in any other classification.—_Unassigned amounts in the general fund are technically available for expenditures for any purpose.—_The general fund is the only fund that can report a positive unassigned fund balance.—_Other funds would report negative unassigned fund balance should the total of nonspendable, restricted, and committed fund balances exceed the total net resources of that fund.

B. Classification of Fund Balances

The ~~school d~~District shall classify its fund balances in its various funds in one or more of the following five classifications: nonspendable, restricted, committed, assigned, and unassigned.

C. Order of Resource Use

If resources from more than one fund balance classification could be spent, the ~~school d~~District will strive to spend resources from fund balance classifications in the following order: restricted, committed, assigned, and unassigned.

D. Committing Fund Balance

A majority vote of the school board is required to commit a fund balance to a specific purpose and subsequently to remove or change any constraint so adopted by the board.

E. Assigning Fund Balance

The school board, by majority vote, may assign fund balances to be used for ~~the~~ specific purposes when appropriate.~~–~~ The board also delegates the power to assign fund balances to the ~~Superintendent and Chief Human Resources and Administrative~~ Senior Executive Officer.~~–~~ All assigned fund balances shall be reported to the board on an annual basis.

Legal References:
Minn. Stat. § 123B.10 (Publication of Financial Information)
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirements)

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RATIFIED BY THE BOARD OF EDUCATION: August 6, 1990

REVISED BY THE BOARD OF EDUCATION: July 10, 2000; January 8, 2001; October 15, 2007; April 7, 2008; May 16, 2011; March 15, 2021

REAFFIRMED BY THE BOARD OF EDUCATION: November 19, 2001; June 24, 2003

RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINES

BUDGET AND FUND RESERVES

I. PURPOSE OF THE GUIDELINE

This guideline will provide direction regarding ~~school district~~Richfield Public Schools budget and financial affairs ~~which~~ that reflects the general philosophy and goals of the community and ~~which~~ that provides detailed procedures in which the school system's administrative team can operate.

II. UNASSIGNED FUND BALANCES

The ~~Board~~ board of ~~Education~~ education desires to maintain an unassigned balance in each operating fund in the range of 4% to 10% of the annual expenditure budget. The details outlined in this guideline provide suggestions and overall guidance to the superintendent to support the development of a budget and unassigned fund balance plan.

A. When an unassigned fund balance is at or above 8%, the superintendent shall consider opportunities to add programming to specifically meet ~~district~~ District priorities and/or consider use of the reserve fund balance to limit reductions in the following year's budget.

B. When an unassigned fund balance is at or below 8% but greater than 6% of projected annual expenditures, the superintendent shall specifically alert the ~~Board~~ board to this condition and propose options for the ~~Board~~ board to consider in order to limit deficit spending and maintain existing fund balance. ~~—~~Options might include actions such as:

- limiting new program proposals
- reducing per-pupil allocations for non-personnel expenses
- adjusting staffing ratios
- identifying other financial measures which do not materially degrade quality of program offerings or services

C. When an unassigned fund balance is at or below 6% but greater than 4% of projected annual expenditures, the superintendent shall alert the ~~Board~~ board to this condition and propose options for the ~~Board~~ board to consider in order to maintain and/or increase the fund balance. ~~-~~Options might include actions such as:

- identifying resources for additional revenue to provide needed programming, including ~~voter~~ voter-approved referendums or legislative support
- ensuring new programs are at least partially off-set with reductions in other areas
- reducing per-pupil allocations for non-personnel expenses
- adjusting staffing ratios
- reviewing opportunities to reallocate assigned or committed fund balances
- other financial measures which do not materially degrade quality of program offerings or services

D. When an unassigned fund balance is at or below 4% of projected annual expenditures, the superintendent shall specifically alert the ~~Board~~ board to this condition and shall propose measures to improve the balance. Such measures could include:

- taking immediate action to obtain additional revenue needed for maintaining programming
- ensuring new program proposals are equally off-set with reductions in other areas
- reducing program offerings or services based on program priorities
- increasing student/staff ratios
- reallocating non-essential categories within the assigned or committed fund balances
- planning budget and expenditure assumptions to account for any potential financial risk to the organization in order to provide, at a minimum, a balanced budget.

III. POLICIES REGARDING EXPENDITURES AND EXPENDITURE REDUCTIONS

The following guidelines have been adopted by the ~~Board~~ board of ~~Education~~ education for consideration when making budgetary decisions regarding expenditures and expenditure reduction.

A. General Considerations Impacting More Than One Fund

1. Budgetary decisions should be focused on meeting student and community needs and supporting the ~~school d~~District's mission and goals.

2. Budgeting should be based on a comprehensive needs assessment that considers:
   a. Current and emerging instructional needs and trends
   b. Research and best practices that support student learning
   c. Demographic changes
   d. Enrollment fluctuations

e. Programmatic changes
f. Community values and needs
g. Ensuring equitable opportunities for success in achieving programmatic outcomes.

3. Additional factors to be considered when making decisions regarding expenditure reductions include:

a. Services which other governmental agencies, private groups, or families themselves can assume (at least potentially) should be given extra consideration when making budget reductions.
b. Apply budget modifications objectively across all buildings in the district while maintaining system-wide mathematical formulas.
c. Where possible, consider ~~make~~ making personnel cuts through attrition as opposed to layoffs.
d. Do not restore or add programs/services/personnel unless they can be sustained on a long-term basis.
e. Uphold ~~Federal~~ federal and ~~State~~ state laws and regulations, policies and administrative regulations of the Richfield ~~Board~~ board of ~~Education~~education, and contractual obligations with employees.
f. Consolidate programs or operate on a reduced basis in order to retain programs, eliminating them only when program funding is so minimal that goals cannot be achieved or public expectations cannot be met.
~~f.~~g. If program reductions could inhibit the District's ability to fulfill its mission, vision, values, strategic policies and objectives, public input must be sought out and considered in the process of determining budget reductions.

B. Budgetary Considerations Regarding Education-Related Items (General Fund)

1. Educational priorities and use of education resources should be grounded in the District's ~~Strategic~~ strategic ~~Plan~~plan, including the ~~district's~~ District's mission, beliefs, strategic policies, objectives and strategies. When reductions are anticipated to have an impact in these areas, board and community input should be considered.

2. Factors to be considered when making decisions regarding education-related expenditure reductions include:

a. Despite budget reductions, the educational system should remain progressive and dedicated to quality, serving the various capabilities and interests of all students. ~~-~~Efforts to promote student learning, advance administrative and instructional uses of technology, promote professional development, and improve programs should persist.
b. Maintain the integrity of basic programs. ~~-~~If programs need to be reduced or eliminated, use the District's mission, beliefs, and strategic policies as a guide in establishing priorities.

c. Within the ~~General~~ general ~~Fund~~fund, seek methods of cutting expenses that minimize the impact on the educational program.
d. Consider budget reductions~~,~~ ~~which~~ that adversely impact the fewest pupils.
e. Consider expanding class sizes to avoid total elimination of specialized programs such as art, music, technology education, and enrichment activities.
f. Consolidate programs or operate on a reduced basis, rather than totally eliminating programs.
g. ~~Rather than funding a program at a very minimal level, eliminate the program altogether to avoid misconceptions and misplaced expectations.~~If consolidation or reduced operations are not adequate solutions to programmatic funding shortfalls, consider eliminating the program altogether rather than funding it at a minimal level such that program goals cannot be achieved.
h. Where possible, allow desired services to remain on a "pay-as-you-go" basis or via user fees; regularly update fees and rental rates to reflect market conditions and reasonably reflect actual costs.
i. Make cuts in services that might be subsidized by other groups such as parent/teacher organizations and booster groups.

C. Budget Considerations Regarding Facilities, Operations and Maintenance and other Capital Expenses

1. Facility changes should reflect comprehensive facility planning that reflects the following goals and criteria:

a. Criteria such as enrollment and deferred maintenance thresholds will trigger facility changes.
b. Facilities will be designed and used in ~~—~~ways that make Richfield Public Schools exciting, attractive, accessible, and ~~productive~~effective, while maximizing efficiency.
c. Facilities will meet building and life safety codes and protect the safety and well-being of students, staff, and occupants.
d. Proposals for facility change will have reasonable cost implications.
e. The community will have a sense of ownership of the comprehensive facility plan.

2. Additional factors to be considered when considering capital expenditure reductions or revenue increases include:

a. Avoid cutbacks in areas such as preventative maintenance which, if not conducted on a timely basis, may lead to greater costs over the long term.

b. Evaluate whether the use of purchased/contracted services or existing personnel are more efficient in fulfilling responsibilities.
c. If cutbacks are made in the area of building cleaning, attempt to spread the reductions in service such that the impact of the reductions is as minimal as possible.
d. Revise building user fees and rents to reflect the actual costs of operating the buildings.

D. Budgetary Considerations Regarding Transportation Services

1. Transportation resources should be used efficiently to meet legal requirements and facilitate student participation in school programs and activities.

2. Additional factors to be considered when considering transportation expenditure reductions or revenue increases include:

a. Consider eliminating or consolidating services where possible.
b. Review all transportation services not required by law.
c. Consider providing some services on a ~~fee for~~ fee for service basis.

E. Considerations Regarding the Process for Budgetary Decision-making

1. Each recommended adjustment will ~~be accompanied by an impact statement~~ be communicated to the school board with information about the potential impact for consideration prior to making budgetary decisions.

2. Recommendations may take several forms, including but not limited to elimination, consolidation, delay, increasing revenues, and alternative methods of delivery of service. ~~—~~The impact ~~statement~~ information provided will address implications of the type of reduction.

3. The judgments of employees relative to consequences and likely impact of proposed budgetary reductions are to be considered.

4. When budget cuts are site-specific, implications of the cut on other sites and on programs and services across the district are to be considered.

5. Community expectations regarding types and quantity of educational services needed are to be considered; that is, budgetary decisions ultimately are to recognize community values and priorities as expressed through individual citizens, organized groups, employees, and elected school officials. ~~—~~Whenever possible, opportunities for communication and consultation with multiple stakeholders will be provided prior to making budgetary decisions.

F. Communicating Regarding School Finance Concerns

1. District leadership will ~~l~~Lobby for adequate funding of public schools.

2. District leadership will ~~w~~Work to increase public awareness of Richfield Public Schools financial concerns.

3. District leadership will request community input related to budget reductions if the reductions could inhibit the District's ability to fulfill its mission, vision, values, strategic policies and objectives.

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Dated: March 15, 2021
Reviewed:
Revised:

Adopted: _____ *MSBA/MASA Model Policy 714*
Orig. 2011
Revised: _____ *Rev. 2022*

714 FUND BALANCES

[NOTE: The provisions of this policy include the provisions of Statement No. 54 of the Governmental Accounting Standards Board (GASB).]

I. PURPOSE

The purpose of this policy is to create new fund balance classifications to allow for more useful fund balance reporting and for compliance with the reporting guidelines specified in Statement No. 54 of the Governmental Accounting Standards Board (GASB).

II. GENERAL STATEMENT OF POLICY

The policy of this school district is to comply with GASB Statement No. 54. To the extent a specific conflict occurs between this policy and the provisions of GASB Statement No. 54, the GASB Statement shall prevail.

III. DEFINITIONS

A. "Assigned" fund balance amounts are comprised of unrestricted funds constrained by the school district's intent that they be used for specific purposes, but that do not meet the criteria to be classified as restricted or committed. In funds other than the general fund, the assigned fund balance represents the remaining amount that is not restricted or committed. The assigned fund balance category will cover the portion of a fund balance that reflects the school district's intended use of those resources. The action to assign a fund balance may be taken after the end of the fiscal year. An assigned fund balance cannot be a negative number.

B. "Committed" fund balance amounts are comprised of unrestricted funds used for specific purposes pursuant to constraints imposed by formal action of the school board and that remain binding unless removed by the school board by subsequent formal action. The formal action to commit a fund balance must occur prior to fiscal year end; however, the specific amounts actually committed can be determined in the subsequent fiscal year. A committed fund balance cannot be a negative number.

C. "Enabling legislation" means legislation that authorizes a school district to assess, levy, charge, or otherwise mandate payment of resources from external providers and includes a legally enforceable requirement that those resources be used only for the specific purposes listed in the legislation.

D. "Fund balance" means the arithmetic difference between the assets and liabilities reported in a school district fund.

E. "Nonspendable" fund balance amounts are comprised of funds that cannot be spent because they are either not in spendable form or are legally or contractually required to be maintained intact. They include items that are inherently unspendable, such as, but not limited to, inventories, prepaid items, long-term receivables, non-financial assets held for resale, or the permanent principal of endowment funds.

F. "Restricted" fund balance amounts are comprised of funds that have legally enforceable constraints placed on their use that either are externally imposed by resource providers or creditors (such as through debt covenants), grantors, contributors, voters, or laws or regulations of other governments, or are imposed by law through constitutional provisions or enabling legislation.

G. "Unassigned" fund balance amounts are the residual amounts in the general fund not reported in any other classification. Unassigned amounts in the general fund are technically available for expenditure for any purpose. The general fund is the only fund that can report a positive unassigned fund balance. Other funds would report a negative unassigned fund balance should the total of nonspendable, restricted, and committed fund balances exceed the total net resources of that fund.

H. "Unrestricted" fund balance is the amount of fund balance left after determining both nonspendable and restricted net resources. This amount can be determined by adding the committed, assigned, and unassigned fund balances.

IV. CLASSIFICATION OF FUND BALANCES

The school district shall classify its fund balances in its various funds in one or more of the following five classifications: nonspendable, restricted, committed, assigned, and unassigned.

V. MINIMUM FUND BALANCE

The school district will strive to maintain a minimum unassigned general fund balance of [_____ percent of the annual budget.] [_____ months of operating expenses.]

[NOTE: School districts need to select one of the bracketed choices above and fill in the blank. The other bracketed choice should be deleted. If a minimum fund balance is specified, a stabilization arrangement such as that specified in Part IX below that sets aside specific stabilization amounts may not be necessary.]

VI. ORDER OF RESOURCE USE

If resources from more than one fund balance classification could be spent, the school district will strive to spend resources from fund balance classifications in the following order (first to last): restricted, committed, assigned, and unassigned.

[NOTE: The school board determines this order.]

VII. COMMITTING FUND BALANCE

A majority vote of the school board is required to commit a fund balance to a specific purpose and subsequently to remove or change any constraint so adopted by the board.

VIII. ASSIGNING FUND BALANCE

The school board, by majority vote, may assign fund balances to be used for specific purposes when appropriate. The board also delegates the power to assign fund balances to the following: _____. ***[Specify individual(s), such as the superintendent, business manager, etc., or an entity, such as the finance committee, authorized to make these assignments.]*** Assignments so made shall be reported to the school board on a monthly basis, either separately or as part of ongoing reporting by the assigning party if other than the school board.

An appropriation of an existing fund balance to eliminate a projected budgetary deficit in the subsequent year's budget in an amount no greater than the projected excess of expected expenditures over expected revenues satisfies the criteria to be classified as an assignment of fund balance.

IX. STABILIZATION ARRANGEMENTS

[NOTE: If the school board has established any arrangement(s) for emergencies and other contingencies, the description(s) should be included in this section. The school

board needs to specifically define the circumstances or conditions when these amounts may be used, which must be unanticipated adverse financial or economic circumstances. These circumstances or conditions cannot be situations that are expected to or which occur routinely. Stabilization arrangements should be reported as restricted or committed if they meet the criteria or, otherwise, should be reported as unassigned. They should not be reported as assigned. If the school board does not have any such arrangements, this section should be deleted.]

X. REVIEW

The school board will conduct an annual review of the sufficiency of the minimum unassigned general fund balance level.

[NOTE: The school board should determine the review period adequate for their school district and change "an annual" to "a quarterly" or "a monthly" or some other time frame if appropriate.]

***Legal References**:* Statement No. 54 of the Governmental Accounting Standards Board

Cross References: None

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 2026

Subject: Staff Use of School Facilities

(Recommended by the superintendent)

Passage upon a third read of Policy 413: Staff Use of School Facilities & Administrative Guideline 413.1. The policy establishes that staff members may use school facilities for health and wellness activities when the space is not otherwise being used. The guideline establishes the rules for reserving and using the school facilities.

The policy and guideline have been reviewed by the Facilities Department and the Facilities Use Office, and suggested changes are included.

Attachments:
Policy 413: Staff Use of School Facilities - redlined
Administrative Guideline 413.1 - redlined
Attachment: Release and Waiver of Liability, Assumption of Risk, and Indemnity Agreement

RICHFIELD PUBLIC SCHOOLS

STAFF USE OF SCHOOL FACILITIES

GENERAL STATEMENT OF POLICY

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The Richfield Public Schools ~~Board~~ board of ~~Education~~ education supports ~~active and healthy~~ staff members in being active and healthy and encourages the use of school facilities for such ~~use~~purposes. It is the policy of the ~~Board~~ board of ~~Education~~ education that school facilities are made available for health and wellness activities of ~~district~~ District staff members when space is not being used for educational program purposes or reserved by outside groups, subject to certain rules and regulations of the ~~Board~~ board of ~~Education~~education. All staff members who wish to use school facilities for health or wellness activities are required to sign the release form found in Administrative Guideline 413.2.

The ~~school d~~District may cancel facilities use when emergencies occur (inclement weather, facility damage, safety considerations, power outages, etc.).

Any deviation from the procedures outlined in the Administrative Guideline 413.1 must be approved by the ~~Superintendent~~ superintendent or designee.

RATIFIED BY THE BOARD OF EDUCATION: ~~——~~June 13, 2011

REVIEWED~~-~~ AND REAFFIRMED BY THE BOARD OF EDUCATION:

REVISED BY THE BOARD OF EDUCATION:~~——~~ April 5, 2021

RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINES
STAFF USE OF SCHOOL FACILITIES

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

It is the desire of the Richfield ~~Board~~ board of ~~Education~~ education that school facilities are made available to staff for personal health and wellness activities.

II. RULES AND REGULATIONS IMPLEMENTING BOARD POLICY

~~School d~~District staff will be permitted to use school facilities during normal ~~working~~ open hours when facilities are not being used for educational purposes ~~or if~~and facilities have not been reserved by individuals or outside groups. Such use should not occur during the staff member's assigned duty day.

A. Request Use of Facilities:

1. Facilities will be available during a defined schedule as determined by the Facilities Use Office.

2. Educational uses~~,~~ and individuals or groups who have reserved facilities through the permit process will have priority use of facilities.

3. A list of available facilities will be provided to staff members who submit the required documentation to the Facilities Use Office.

4. Staff ~~that~~ who would like to use facilities during non-scheduled times will complete a permit for extended use of the facility (e.g. ~~Gym~~ gym facility) through the ~~district~~ District reservation system.

B. Use by Staff Dependents and Guests

1. Staff members may bring their dependent children with them to use school facilities. Staff members must supervise their children at all times.

2. Staff members may not bring other guests who are not RPS staff members to use school facilities. Mixed groups of RPS staff members and other individuals (except dependent children of RPS staff members) must request use of school facilities as established in Policy 979: Community Use of School Facilities and Grounds.

III. USE OF EQUIPMENT

Staff is expected to supply their own equipment such as basketballs, volleyballs, bats, baseballs, etc.

IV. RESPONSIBILITIES

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A. Staff must sign and date a waiver of risk (attachment A) releasing the ~~district~~ District of any and all liability and complete a Facilities Use Registration Form (Attachment B) when using ~~district~~ District facilities during their non-contractual period of the day.

B. Staff members must sign and date a waiver of risk (attachment A) for any dependent children they bring with them to use school facilities.

C. Staff agree to leave all areas in the same condition they were in at the time of arrival.

D. Staff using District facilities during their non-working hours must still abide by all District policies and regulations and are subject to employee discipline for noncompliance.

~~Please observe the~~The following rules are in effect:~~.~~

1. Use of alcohol or drugs on school property is prohibited.

2. Possession or use of alcohol, drugs, or tobacco in the building or on school property is prohibited. If the staff member violates this rule, they will be asked to leave the building and their right to future use will be forfeited.

a. In accordance with Policy 105: Tobacco-Free Environment, an adult Native American may use tobacco as part of a traditional Native American spiritual or cultural ceremony. A Native American student may carry a medicine pouch containing loose tobacco intended as observance of traditional spiritual or cultural practices.

b. Any burning of sage or other materials for cultural purposes must be done in a location and manner that does not create a fire hazard. Any staff member who wish to burn sage or other materials for cultural purposes must have approval from the superintendent for this activity and must coordinate with the facilities manager to ensure that fire alarms will not be activated.

~~No smoking or other use of tobacco, tobacco related devices, or electronic cigarettes in the building or on school grounds.~~

~~If you violate this rule you will be asked to leave the building and your right to future use will be forfeited. Other disciplinary sanctions may also occur as appropriate.~~

3. ~~Treat school~~ School property must be treated with care; ~~you are~~the staff member is responsible for ~~all~~ any damages.

4. Appropriate athletic shoes are required for gymnasium use.

5. ~~You may not use rooms~~Rooms or facilities not ~~asked for~~specified and authorized by the permit may not be used.

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6. ~~Adhere~~ Adherence to the hours of use designated in the permit is required.

C. If a problem occurs:

1. ~~Report any~~Any damage of school property must be reported to the Facilities Use Office within 24 hours. If ~~you fail to report any~~ damage is not reported, ~~your~~ the staff member's right to future use may be forfeited.

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

Cross References:
Policy 105: Tobacco-Free Environment
Policy 414: Staff Professional Boundaries
Policy 979: Community Use of School Facilities and Grounds

DATED: June 13, 2011

REVIEWED:

REVISED: April 5, 2021

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I.S.D. No. 280 Facilities Use Release

RELEASE AND WAIVER OF LIABILITY, ASSUMPTION of RISK, AND INDEMNITY AGREEMENT ("AGREEMENT")

IN CONSIDERATION of the Richfield Public Schools, I.S.D. No. 280 permitting me and my minor child(ren) to participate in any way in sports activities on premises owned by the district, I, on behalf of my child(ren), if applicable, for myself and for my personal representatives, assigns, heirs, and next of kin, and for my child(ren)'s personal representatives, assigns, heirs, and next of kin, if applicable:

1) ACKNOWLEDGE, agree, and represent that I and/or my child(ren), if applicable, understand the nature of sports activities and that I am qualified, in good health, and in proper physical condition to participate in such activity, and/or that my child(ren) is/are qualified, in good health, and in proper physical condition to participate in such activity. I agree and warrant that, to the extent that I may have any temporary or permanent physical condition that would limit my ability to safely engage in a particular activity or activities, I will not engage in any such activity, and that, to the extent my child(ren) has/have any temporary or permanent physical condition that would limit his/her/their ability to safely engage in a particular activity or activities, I will prevent them from engaging in any such activity. I further agree and warrant that if at any time I believe the conditions of the District's facilities to be unsafe, I will immediately discontinue further participation in the activity and notify the District of such conditions.

2) FULLY UNDERSTAND THAT: (a) SPORTS ACTIVITIES INVOLVE RISKS AND DANGERS OF SERIOUS BODILY INJURY, INCLUDING PERMANENT DISABILITY, PARALYSIS, AND DEATH ("RISKS"); (b) these Risks and dangers may be caused by my own actions or inactions, the actions or inactions of my child(ren) who use the District's facilities in accordance with this release, the actions or inactions of others participating in the Activity, the condition in which the Activity takes place, or THE NEGLIGENCE OF THE "RELEASEES" NAMED BELOW; (c) there may be OTHER RISK AND SOCIAL AND ECONOMIC LOSSES either not known to me or not readily foreseeable at this time; and I FULLY ACCEPT AND ASSUME ALL SUCH RISKS AND ALL RESPONSIBILITY FOR LOSSES, COSTS, AND DAMAGES I incur or that my child(ren) incur as a result of my participation in the activity, except to the extent that any such injury or damage may arise from the gross negligence or intentional misconduct of the District.

3) HEREBY RELEASE, DISCHARGE, AND COVENANT NOT TO SUE I.S.D. NO. 280 AND ITS SCHOOL BOARD, administrators, agents, volunteers, and employees, (each considered one of the "RELEASEES" herein) FROM ALL LIABILITY, CLAIMS, DEMANDS, LOSSES, OR DAMAGES ON MY ACCOUNT OR MY CHILD(REN)'S ACCOUNT(S) CAUSED OR ALLEGED TO BE CAUSED IN WHOLE OR IN PART BY THE NEGLIGENCE OF THE "RELEASEES" OR OTHERWISE, EXCEPT TO THE EXTENT THAT ANY SUCH INJURY OR DAMAGE MAY ARISE FROM THE GROSS

NEGLIGENCE OR INTENTIONAL MISCONDUCT OF THE DISTRICT. I FURTHER AGREE that if, despite this RELEASE AND WAIVER OF LIABILITY, ASSUMPTION OF RISK, AND INDEMNITY AGREEMENT I, my child(ren), or anyone on my behalf or my child(ren)'s behalf, makes a claim against any of the Releasees, I WILL INDEMNIFY, SAVE, AND HOLD HARMLESS EACH OF THE RELEASEES from any litigation expenses, attorney fees, loss, liability, damage, or cost which may incur as the result of such claim.

I HAVE READ THIS AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL RIGHTS BY SIGNING IT AND HAVE SIGNED IT FREELY AND WITHOUT INDUCEMENT OR ASSURANCE OF ANY NATURE AND INTEND IT TO BE A COMPLETE AND UNCONDITIONAL RELEASE OF ALL LIABILITY TO THE GREATEST EXTENT ALLOWED BY LAW AND AGREE THAT IF ANY PORTION OF THIS AGREEMENT IS HELD TO BE INVALID THE BALANCE, NOTWITHSTANDING, SHALL CONTINUE IN FULL FORCE AND EFFECT.

Signature of Adult Participant: _____

Name(s) of Child(ren) authorized by Adult Participant: _____

_____

Date: _____

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 2026

Subject: Provision for Alternative Instruction

(Recommended by the superintendent)

A second read of Policy 611: Provision for Alternative Instruction & Administrative Guideline 611.1. This policy provides for situations when parents/guardians may arrange for alternative instruction for their student based on their specific needs or values. The administrative guideline establishes the criteria that will be used to consider requests for alternative instruction.

The policy and guideline have been reviewed by the Teaching & Learning Department, and suggested changes are included.

Attachments:
Policy 611: Provision for Alternative Instruction - redlined
Administrative Guideline 611.1 - redlined

RICHFIELD PUBLIC SCHOOLS

PROVISION FOR ALTERNATIVE INSTRUCTION

The Richfield ~~Board~~ board of ~~Education~~ education believes in the inclusion of all students, to the maximum extent possible, in the mainstream of school and classroom life and experience. ~~-~~The ~~Board~~ board recognizes, however, that there may be parents, guardians or adult students who believe that some alternative organizational arrangement for instruction and/or alternative instructional media/materials may be required to serve the best interests of their children or themselves.

A parent/guardian or adult student, 18 years of age, can make reasonable arrangements with school personnel for alternative instruction.

Alternative instruction may be provided by the parent, guardian, or adult student if the alternative instruction, if any, offered by the school board does not meet the concerns of the parent, guardian, or adult student. ~~–~~The school board is not required to pay for the costs of alternative instruction provided by a parent, guardian, or adult student. ~~–~~School personnel may not impose an academic or other penalty upon a student merely for arranging alternative instruction. ~~-~~School personnel may evaluate and assess the quality of the student's work. (Minnesota Statute §120B.20.)

RATIFIED BY THE BOARD OF EDUCATION: June 6, 1994

REVISED BY THE BOARD OF EDUCATION: March 17, 1997; December 17, 2001; June 14, 2021

REVIEWED AND REAFFIRMED BY THE BOARD OF EDUCATION: August 12, 2013

Legal References: ~~Required by~~
Minnesota Statute §120B.20

Cross References:

Policy 601: Academic Standards and Instructional Curriculum
Policy 606: Home ~~schooling~~Schooling
Policy 612: Curriculum Development
Policy 613: Religion in the Schools

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RICHFIELD PUBLIC SCHOOLS

Administrative Guidelines

PROVISION FOR ALTERNATIVE INSTRUCTION

~~Typically, there will be one of two reasons for requesting alternative materials or instructional arrangements. The first is based in~~The school board will typically only consider requests for alternative instruction based on either knowledge of available research and successful instructional practice indicating that some children may learn more effectively within an alternative structure~~. The other is~~ or ~~related to~~ religious belief and the cultural and lifestyle practices derived therefrom.

When considering requests for alternative instructional arrangements, the following will be used as a guide in Richfield Public Schools.

1. Persons making the request for an alternative organizational arrangement for instruction have the obligation of providing evidence that such an arrangement is a viable educational alternative to that provided by the school ~~Board~~board.

2. If the alternative arrangement involves the creation of a class, a class will only be created if there is evidence of sufficient prospective enrollment to make it fiscally viable.

3. There must be sufficient and appropriate facilities in the District to accommodate the new arrangement.

~~4.~~ The requested alternative to traditional instructional arrangements will be open to all students on a first-come, first-served basis.

5. Persons who wish to enroll their children in the alternative instructional arrangement will be responsible for transporting the students to and from school unless such transportation can be accommodated on regularly established routes.

6. The school board will not approve arrangements that establish de facto segregation along racial, religious, ethnic or gender lines, nor which would constitute an accommodation of religion in violation of the U.S. Constitution.

7. The course content for the alternative instructional program must be congruent with state law, ~~and~~ District policies and academic standards and be approved by the ~~District Curriculum Advisory Committee~~superintendent or designee.

~~5~~8. The alternative program must not result in additional costs to the District for staffing or instructional materials and supplies.

Commented [CQ1]: These three items have been moved up from below

~~6. The requested alternative to traditional instructional arrangements will be open to all students on a first come first served basis.~~

~~7. Persons who wish to enroll their children in the alternative instructional arrangement will be responsible for transporting the students to and from school unless such transportation can be accommodated on regularly established routes.~~

~~8~~9. The program offered within the alternative arrangement may only exclude course material and teaching methodology ~~which~~ that is clearly in conflict with the ~~religious beliefs and cultural practices~~deeply held personal values of the parents and students involved.

~~9. The Board will not approve arrangements which establish de facto segregation along racial, religious, ethnic or gender lines nor which would constitute an accommodation of religion in violation of the Constitution.~~

10. No religious and/or cultural practices may be taught except as permitted by law and ~~district~~ District policy.

11. Persons requesting alternative arrangements will be responsible for obtaining any required permissions/exemptions from state rules or regulations.

12. The school board is not required to pay for the costs of alternative instruction provided by a parent, guardian or adult student (Minnesota Statute §120b.20).

Dated: March 17, 1997
Reviewed: August 12, 2013
Revised: December 17, 2001; June 14, 2021

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 2026

SUBJECT: AUTHORIZATION FOR PURCHASE OF PASSENGER VEHICLES

Recommended by the superintendent that the board of education authorize the business office to enter into an agreement for the purchase of two 77-passenger Type C school buses from North Central International/Hoglund Bus Company & one 36-passenger Type A mini bus from North Central.

Background Information

The two 77-passenger Type C vehicles will be purchased with capital funds using the Minnesota State School Bus bid. The one 35-passenger Type A vehicle will be purchased using either capital or medical assistance funds using the Sourcewell purchasing contract. Detailed quotes are included in the board materials for each of these vehicles. This evening's timely action by the school board should help us to receive the buses sometime within the upcoming year.

Decisions will be made regarding a direct purchase or lease purchase of the vehicles once delivery dates are identified and more specific information is available regarding specific capital and curriculum needs for the next budget cycles.

The following vehicles will be replaced:

- Two 77-Passenger CE Buses – Tentatively replacing buses 5 and 6
- One 30-Passenger Microbird Mini Bus – Tentatively replacing bus 14

The following equipment will be purchased:

- Two 2026-2027 IC CE 77-Passenger Buses Conventional - $175,907.00 each for $351,815.51 (with trades)
- One 2026-2027 36-Passenger Microbird Mini Bus (Sped) - $122,290.92 (with trade)

The new equipment details are listed in the board packet along with the maintenance records of the vehicles being replaced.

(Prepared by Jeff Keller & Craig Holje)

HOGLUND BUS CO., INC.

P.O. BOX 249
Monticello, MN 55362
phone: (763) 295-5119 fax: (763) 295-4992

Invoice No. Mock

Date: 25-Feb-2026

INVOICE

CUSTOMER

Name: Richfield Public Schools
Address: 7001 Harriet Ave. S.
City/State/Zip: Richfield, MN 55423

SHIP TO

Our Order #	P.O. #	TERMS	SALES REP	FOB
Mock Invoice		on receipt	Doug Erdmann	Richfield Public Schools

Qty	Description	Unit Price	TOTAL
2	2027 IC CE - 77 Passengers	$162,001.00	$324,002.00
	Service Contracts		
	* 10 YR / 150,000 Mile - Engine / Aftertreatment (40ZBV)	$6,710.00	$13,420.00
	* 5 YR / 100,000 Mile - Engine Electrical (40YJR)	$200.00	$400.00
	* 5 YR / Unlimited Mile - Tow Warranty $550 Max Per Incident	$880.00	$1,760.00
	* 4 YR / Unlimited Mile - Mobile Service $300 Max Per Incident	$940.00	$1,880.00
	Trades:		
	Bus #4: 2014 IC RE - 4DRBWAAR0EB768482	$2,000.00	
	Bus #5: 2015 IC CE - 4DRBUAAN7FB516121	$5,000.00	
	Bus #6: 2015 IC CE - 4DRBUAAN9FB516122	$4,500.00	
	Total Trade Allowance:		-$11,500.00
	6.5% Motor Vehicle Excise Tax		$21,484.51
	Document Admin Fee	$100.00	$200.00
	Licensing, Plates		
	Registration Tax	$22.25	$44.50
	Plate Fee	$10.00	$20.00
	PSV Fee	$3.50	$7.00
	Transfer Tax	$10.00	$20.00
	Title/Transfer Fee	$8.25	$16.50
	State Deputy Filing Fee	$26.00	$52.00
	Tech Fee	$2.25	$4.50
	Wheelage Fee	$0.00	$0.00
	TIP Tax	$0.00	$0.00
	Lien Recording Fee	$2.00	$4.00

TOTAL **$351,815.01**

Any warranties on the products sold hereby are those of the manufacturer. As between this retail seller and buyer, the product is to be sold **"AS IS"** and the entire risk as to the quality and performance of the product is with the buyer. The seller expressly disclaims all warranties, either express or implied, including any implied warranty of merchantability or fitness for a particular purpose, and the seller neither assumes nor authorizes any other person to assume for it any liability in connection with sale of said products. This disclaimer by this seller in no way affects the terms of the manufacturer's warranty. The buyer acknowledges being so informed prior to the sale.

Your Fleet Solutions Partner - Thank You for Your Business

MINNESOTA STATE SCHOOL BUS COOPERATIVE PURCHASING
Exhibit D: Price Schedule
B-346(5) CONTRACT NO. 219466
EFFECTIVE: December 1, 2025

PRICE SHEET AND CALCULATION FORM
PROPOSAL PRICE SHEET FOR SCHOOL BUS **CONVENTIONAL**
DEALER NORTH CENTRAL INTERNATIONAL DBA HOGLUND BUS CO.
BRAND INTERNATIONAL BUS.

CONTRACTOR IS SUBMITTING THIS PRICING FOR REGION(S) **ALL**

INDICATE "STD." AS THE VEHICLE STANDARD
INDICATE "NA" AS NOT AVAILABLE
EACH WHITE CELL MUST BE FILLED IN.
INDICATE NEGATIVE NUMBERS WITH A "---" PRECEDING THE NUMBER

CONVENTIONAL BODY
MINIMUM 35 PASS., MAXIMUM 77 PASS.

			YOUR BUS
			Richfield Public Schools
BODY SIZE DIMENSION 77 PASSENGER	34'02"	34'11"	
PASSENGER CAPACITY	77	77	
SEAT SPACING PROVIDED	27"	27.75"	
WHEEL BASES AVAILABLE	276"	276"	
BASE PRICE PER SPECIFICATIONS	132,700.00	132,200.00	132,700.00
AISLES			
RIBBED CENTER AISLE			
COLOR TO MATCH FLOORING			
STRIPLESS			
AISLE OPTIONS			
ALUMINUM STRIPS	STD		
STAINLESS STEEL STRIPS	NA		
GALVALUME STRIPS	NA		
BODY PANELS			
20 GAUGE STANDARD			
22 GAUGE INTERNAL SIDE PANELS			
BODY PANELS, OPTIONS			
16 GAUGE SMOOTH SIDE PANELS	STD		STD
20 GAUGE REEDED SIDES	NA		
CEILING,			
1-1/2 INSULATION IN ROOF			
INSULATED ROOF BOW CAVITIES			
22 GAUGE PANELS			
ACOUSTICAL, FULL LENGTH			
CEILING, OPTIONS			
ACOUSTICAL, FRONT TWO PANELS ONLY	NA		
2" INSULATION IN ROOF	NA		
FLOOR, RUBBER or VINYL			
MFG. STANDARD COLOR ***BLACK OR GRAY*** INCL. STEP TREADS			
RUBBER/VINYL IN DRIVERS COMP. AND OVER WH HSGS			
WHEEL HOUSING COLOR ***BLACK*** .			
5/8" EXTERIOR PLYWOOD			
FLOOR, OPTIONS			
INDICATE COLOR OPTION ***BLUE, GREEN, TAN, BROWN*** .	419.00		
INDICATE COLOR OPTION _____.	NA		
RUBBER FLOORING FULL LENGTH OF THE BUS	NA		
VINYL FLOORING FULL LENGTH OF THE BUS	STD		STD
ONE PIECE FLOOR OPTION	500.00		500.00
PLYWOOD, MARINE GRADE	125.00		125.00
INTERIOR, OPTIONS			
PADDED SHOULDER RAILS	77.00		
SEATS			
42 OZ MATERIAL, FIRE RETARDANT			
WITHOUT WELTING			
STANDARD COLOR PROVIDED ***GRAY*** .			
HIGH BACK SEATS 28"			
SEATS, OPTIONS			
52 OZ MATERIAL, COMPLETE BUS	214.00		

FIRE BLOCK MATERIAL	755.00		
DOUBLE STITCHING ON SEAMS	NA		
COLOR OPTIONS ***BLUE, BROWN, GREEN, BLACK*** .	22.00		
COLOR OPTIONS _____.	NA		
COLOR OPTIONS _____.	NA		
WINDOWS			
TEMPERED, CLEAR			
STANDARD WINDOW HEIGHT ***28*** **"** UPPER & LOWER COMB.			
WINDOWS, OPTIONS			
TEMPERED, TINTED	NA		
LAMINATED, CLEAR	NA		
LAMINATED, TINTED	NA		
BLACK SASH	285.00		285.00
BLACK SASH WITH AREA BETWEEN WINDOWS BLACK	105.00		105.00
TEMPERED, CLEAR W/ HIGH HEADROOM	STD		STD
TEMPERED, TINTED W/ HIGH HEADROOM	255.00		255.00
LAMINATED, CLEAR W/ HIGH HEADROOM	510.00		
LAMINATED, TINTED W/ HIGH HEADROOM	255.00		
AIR FOIL, REAR, OPTION:			
REAR AIR FOIL, FACTORY INSTALLED	600.00		
BACK UP ALARM OPTIONS			
87 TO 112 VARIABLE DECIBEL OUTPUT	NA		
112 DECIBEL OUTPUT	65.00		65.00
SPRING LOADED OFF SWITCH WITH BU ALARM	NA		
BATTERY			
MOUNTED UNDER DRIVERS SEAT AREA			
BATTERY OPTIONS			
KEY LOCK ON BATTERY DOOR	12.00		
NYLON ROLLERS FOR TRAY	NA		
BALL BRG ROLLERS - TRAY	STD		STD
STAINLESS STEEL SLIDE TRAY W/ROLLER BEARINGS	NA		
POWDER COATED STEEL SLIDE TRAY W/ROLLER BEARINGS	16.00		
BOX FOR "2" 8D BATTERIES	NA		
AUXILIARY BATTERY BOX	NA		
BUMPER, REAR			
STANDARD MFG. BUMPER IS REQUIRED			
BUMPER, OPTIONS			
DOCK BUMPERS, FRONT AND REAR	NA		
COATED FRONT BUMPER	550.00		550.00
COATED REAR BUMPER	530.00		530.00
CERTIFICATION			
STATE AND FEDERAL SPECIFICATION			
COLOR, EXTERIOR			
NATIONAL SCHOOL BUS CHROME YELLOW			
PER NATIONAL AND STATE SPEC.			
COLOR, EXTERIOR, OPTIONS			
WHITE ROOF	415.00		415.00
COLOR, INTERIOR			
STD. WALLS COLOR ***SPRING WHITE*** .			
WALL PANEL MATERIAL ***EMBOSSED STEEL*** .			
COLOR, INTERIOR, INDICATE COLOR, OPTIONS			
OPTIONAL WALL COLORS _____.	NA		
CROSSING ARM (STD FOR BUSES MFG. AFTER 12/31/2012)			
ELECTRIC W/PLASTIC ROD			
OTHER_____.			
CROSSING ARM, OPTIONS			
ELECTRIC SOLID STATE UPGRADE, W/PLASTIC ROD	STD		
AIR W/PLASTIC ROD	NC	AIR	NC
ADD ELECTROMAGNET	NA		
DEACTIVATION SWITCH	25.00		
ELEC. HEATER IN CROSSING ARM MECHANISM (ELEC. ONLY)	NA		
OTHER_____.	NA		
DEFROSTER			
90,000 BTU FULL WIDTH DEFROSTER/HEATER			

MUST MAINTAIN CLEAR VIEW OF WINDSHIELDS		
TWO AUX. DEFROSTER FANS, APPROXIMATELY 6"		
DEFROSTER, OPTIONS		
UPPER RIGHT MOUNTED ADDITIONAL FAN	75.00	
DRIVERS AREA MOUNTED ADDITIONAL FAN AFTERMARKET	500.00	
DOORS, ENTRANCE		
ELECTRICALLY OPERATED, OUTWARD OPENING		
EXTERIOR DOOR RELEASE, LOCK, ELECTRIC		Steering Wheel
DOORS, ENTRANCE, OPTIONS		
AIR POWERED (AIR SUPPLIED)	275.00	275.00
AIR POWERED, IF NO AIR SUPPLY (INCL. COMPRESSOR)	NA	
MANUALLY OPERATED	NA	
HINGED ACCESS PANEL TO DOOR CONTROLS	STD	STD
EXTERIOR DOOR RELEASE, MECHANICAL	NA	
EXTERIOR DOOR RELEASE, ELECTRIC	STD	STD
EXTERIOR DOOR RELEASE, AIR	NC	
FRONT VANDAL LOCK, MECHANICAL	NA	
FRONT VANDAL LOCK, FOR ELECTRIC DOOR	NA	
FRONT VANDAL LOCK, FOR AIR DOOR	NA	
THREE POSITION DOOR CONTROL, AIR ONLY	NC	
8 WAY "RED" ACTIVATION SWITCH (WITHOUT OPENING DOOR)	STD	STD
NOISE SUPPRESSION SWITCH, MOMENTARY	STD	STD
ENTRANCE DOOR KEYED ALIKE	22.00	22.00
EXTERIOR DOOR RELEASE, LOCK, OMIT	NC	
DOORS, EMERGENCY		
LUBEABLE HINGES		
UPPER AND LOWER GLASS IN DOOR		
DOORS, EMERGENCY, OPTIONS		
HIDDEN EM. DOOR HINGES	STD	STD
STAINLESS STEEL HINGES	NA	
REAR EMERGENCY DOOR THERMO PANE GLASS, TOP	70.00	70.00
REAR EMERGENCY DOOR THERMO PANE GLASS, BOTTOM	70.00	
REAR EM. DOOR THERMO PANE GLASS, TOP & BOTTOM	140.00	
REAR EM. DOOR THERMO PANE GLASS, TOP, LAMINATED	NA	
R. EM. DOOR THERMO PANE GLASS, BOTTOM, LAMINATED	70.00	
R. EM. DOOR THERMO PANE GLASS, TOP & BOT., LAMINATED	NA	
LOWER DOOR GLASS GUARD	70.00	70.00
REAR VANDAL LOCK	80.00	
3 POINT REAR DOOR LATCH	45.00	
EMERGENCY EQUIPMENT		
STATE AND FEDERAL SPECIFICATION		
FIRE EXTINGUISHER		
5 LB. - 2A10BC RECHARGEABLE		
FIRE EXTINGUISHER, OPTIONS		
LIST OPTIONAL SIZE ***# 6*** ____.	85.00	
EMERGENCY EXITS		
PER STATE SPECIFICATIONS		
ROOF HATCH		
MINIMUM REQUIRED, BRAND ***SPECIALTY*** **HYBRID** MODEL ***H1975*** .		
MUST HAVE MULTI-POSITION VENT CAPABILITIES		
ROOF HATCH, OPTIONS		
ONE ADDITIONAL ROOF HATCH, SAME AS PROVIDED ABOVE	215.00	
ALL ROOF HATCH OPTIONS BELOW SHALL BE PRICED FOR 2		
SMI TRIPLE VALUE	110.00	
SMI ECONOMY	NA	
SMI W/POWER VENT	330.00	
SMI WO/VENT LOW PROFILE 'PROLO'	NA	
SIDE WINDOW EXITS		
MINIMUM REQUIRED		
FRONT MOUNTED HINGE		
SIDE EXIT WINDOWS, OPTIONS		
TOP MOUNTED HINGES IN LIEU OF FRONT MOUNTED, EACH	NA	
EXTRA WINDOWS PER SET OF TWO, TOP MOUNTED	NA	
EXTRA WINDOWS PER SET OF TWO, FRONT MOUNTED	83.00	
HEATERS		
50K HEATER IN ENTRANCE DOOR		
90K FOR DR. HEATER/DEF., FULL WIDTH		

50K UNDER SEAT HEATER, MIDSHIP		
80K UNDER SEAT HEATER, REAR		
BALL COCK SHUT OFF VALVE IN DRIVER'S AREA		
BALL COCK SHUT OFF VALVE IN ENGINE COMP.		
AIR INLET FILTER ON ALL HEATER UNITS		
HEATERS, OPTIONS		
MIDSHIP HEATER, 80K, IN LIEU OF 50K	110.00	110.00
RADIANT HEAT, RIGHT & LEFT SIDE OF BUS FULL LENGTH	NA	
ADDITIONAL 50.000 BTU REAR HTR	200.00	
ADDITIONAL 80.000 BTU REAR HTR	300.00	
BOOSTER PUMP	STD	STD
DELUXE (METAL HOUSING) BOOSTER PUMP	175.00	
SILICONE HEATER HOSE WITH CONSTANT TORQUE CLAMPS	NA	
GOODYEAR 'HI-MILER' HOSE	STD	STD
CONSTANT TORQUE CLAMPS	STD	STD
PARALLEL HEATER CIRCUIT	NA	
SERIES HEATER CIRCUIT	STD	STD
DELETE MIDSHIP HEATER	-200.00	
CABLE CONTROLLED WATER SHUT OFF FOR DRIVER	STD	STD
THERMOSTATICALLY CONTROLLED WATER SHUT OFF	NA	
FACTORY INSTALLED INTEGRATED DRIVER AIR CONDITIONING	STD	STD
FACTORY INSTALLED INTEGRATED DRIVER AIR CONDITIONING DELETE	-450.00	
FACTORY INSTALLED A/C SYSTEM	NA	
AFTERMARKET A/C SYSTEM ***VARIOUS*** BRAND ***VARIOUS*** BTU'S	NA	
FACTORY INSTALLED A/C SYSTEM 60,000 BTU w/325AMP ALT- RR FLUSH MTD/SKIRT CONDENSER	6,500.00	
FACTORY INSTALLED A/C SYSTEM 120,000 BTU w/325AMP ALT-FRT/RR FLUSH MTD/SKIRT CONDENSER	10,000.00	
FACTORY INSTALLED A/C SYSTEM 120,000 BTU w/325AMP ALT-FRT/RR FLUSH MTD/ROOF CONDENSER	12,000.00	
AC ROOF BRUSH GUARD (AFTERMARKET)	675.00	
HEATERS, AUXILIARY, OPTIONS		
MODEL BTU'S		
WEBASTO HEATER ***SCHOLASTIC*** ***31,000***. FACTORY INSTALLED	2,800.00	
WEBASTO HEATER ***SCHOLASTIC*** ***31,000***. WITH CONVECTION HEAT - AFTERMARKET	4,500.00	
ESPAR HEATER ***E-GUARDIAN*** ***42,000***. FACTORY INSTALLED	2,300.00	
ESPAR HEATER ***E-GUARDIAN*** ***42,000***. WITH CONVECTION HEAT - AFTERMARKET	4,500.00	
VEN TECH 45,000 BTU BELT DRIVEN - AFTERMARKET	NA	
24 HOUR TIMER FOR AUXILIARY HEATER	NC	
7 DAY TIMER FOR AUXILIARY HEATER	NC	
SKIRT MOUNTED BOX ONLY FOR AUXILIARY HEATER	250.00	
IDENTIFICATION		
PER STATE SPECIFICATIONS, WITH VINYL LETTERING		
INCLUDES BELT LINE LETTERING, BUS #, CAP, FUEL CAP.		
IDENTIFICATION, OPTIONS		
ADDITIONAL LETTERING, VINYL, PER CHARACTER 6"	NC	NC
ADDITIONAL LETTERING, VINYL, PER CHARACTER 2"	NC	NC
FLIP SIGN FRONT AND REAR, SCHOOL BUS/CHARTER	300.00	
LIGHTED SCHOOL BUS SIGN, FRT & REAR - ***DESTINATION***	700.00	
LIGHTED SCHOOL BUS SIGN, FRT & REAR - FIRST LIGHT BRAND	1,650.00	1,650.00
INSIDE HEIGHT		
78" AT AISLE MINIMUM, STD. HEIGHT ***78*** "		
INSIDE HEIGHT, OPTIONS		
OPTIONAL HEIGHT ***NA*** " INDICATE WINDOW OPENING ***12*** "	NA	
INSULATION, WALLS		
1-1/2" INSULATION		
INSULATION, WALLS,OPTIONS		
2" INSULATION	NA	
FOAM INSULATION UNDER FLOOR ***2*** " THICK	NA	
80 % OF UNDERSIDE COVERED		
NOISE REDUCTION SPRAY ON ALL PANELS	STD	STD
FOAM INSULATION UNDER FLOOR PERIMETER	NA	
SOUND ABATEMENT/INSULATION ON FIREWALL	STD	STD
INTERIOR		
LED DOME LIGHTS, MINIMUM PER MFG'S MODEL		
LED DRIVERS DOME, ON SEPARATE SWITCH		
REAR TWO LED DOME LIGHTS ON SEPARATE SWITCH		
6 X 30 INTERIOR MIRROR AND VISOR		
INTERIOR, OPTIONS		
10 x 30 OVERHEAD MIRROR	30.00	
ADDITIONAL DOME SWITCH AND CIRCUIT	STD	STD

DOME LIGHTS, ADDITIONAL PER PAIR	NA	
REAR SCOPE LENS FOR REAR DOOR	54.00	
WINDOW STOP LINE PAINTED BLACK	25.00	
AUXILLIARY POWER PLUG 12 VOLT	STD	STD
ADDITIONAL AUXILLIARY A/USB/USC PORT	36.00	36.00
VIDEO CAMERA POWER SUPPLY	65.00	65.00
DIGITAL VIDEO CAMERA SYSTEM, COLOR **REI** BRAND- 6 CHL (4 HD / 2 IP CAMS) - INCL HD 2 CAMERAS	2,400.00	
DIGITAL VIDEO CAMERA SYSTEM, COLOR **REI** BRAND- 12 CHL (8 HD / 4 IP CAMS) - INCL HD 2 CAMERAS	2,900.00	
CAMERA, REI HD6-1200W 7 CAMERA WITH LIC PLATE KIT / PANIC BUTTON - Speed Sensor .	5,977.00	5,977.00
ADDITIONAL HD INTERIOR CAMERA		
ADDITIONAL INTERIOR/EXTERIOR IP CAMERA	495.00	
STOP ARM CAMERA	487.00	
CHILD CHECK SYSTEM	STD	STD
WASTE CONTAINER AND HOLDER	80.00	80.00
LAMPS AND SIGNALS		
SIDE TURN SIGNALS		
CIRCUIT BRKRS/FUSES-w/SOLID STATE PROTECTORS		
8 LIGHT FLASHER UNIT BRAND ***WELDON***		
INDICATE BRAND OF LIGHT ASSY'S USED ***SOUNDOFF*** .		
CLEARANCE LIGHTS LIT WITH TAIL LIGHTS		
LAMPS AND SIGNALS, OPTIONS		
COWL MTD FRONT SIGNAL, W/ ARROW	NA	
COWL MTD FRONT SIGNAL, W/O ARROW	NA	
ROOF MOUNTED LOW PROFILE STROBE LIGHT - HGT: **3.6** "	105.00	
SELF CONTAINED STROBE, Brand/Model **ECCO** HGT: ***4.9*** **"**	105.00	105.00
STROBE: REMOTE POWER SUPPLY Brand/Model: **SMI** HGT: ***2.77*** "	115.00	
METAL PROTECTIVE SHIELDS, ALL MARKER & CL. LIGHTS	NA	
DOME LIGHTS ACTIVATED BY EMERGENCY DOOR	60.00	
LED RED LIGHT ABOVE EMERG. DOOR	75.00	
BACK UP LIGHTS ACTIVATED BY EMERGENCY DOOR	55.00	
BACK UP LIGHTS: 7"	STD	STD
LED BACKUP LIGHTS IN LIEU OF STD. ***7*** **"**	70.00	
LED-ENT. DOOR OUTSIDE LIGHT CONNECTED TO STEP LT.	35.00	35.00
ALL LIGHTS LED - EXCEPT 8 WAY LIGHTS	600.00	
ALL LIGHTS LED - INCLUDING 8 WAY LIGHTS	1,100.00	1,100.00
LED SIGNAL, TAIL, AND BU	230.00	
LED SIGNAL AND TAIL LIGHTS	230.00	
LED TAIL LIGHTS ONLY	73.00	
LED CLEARANCE LIGHTS	STD	STD
LED REAR TURN ONLY	49.00	
LED FRONT TURN ONLY	NA	
LED STOP/TAIL 4", AND BU ONLY	119.00	
LED BACKUP ONLY	70.00	
8 LIGHT MONITOR	NA	
16 LIGHT MONITOR	NA	
16 LIGHT MONITOR ***(MONITORS LED OR INCANDESCENT)***	180.00	
OTHER 8 LIGHT FLASHER OFFERED, _____ BRAND	NA	
8 LIGHT HOODS	50.00	50.00
DELETE 8 LIGHT HOODS	STD	
8-WAY LIGHTS W/STROBES	485.00	
LED 8-WAY LIGHTS	485.00	
WELDON LIGHT ASSY'S	STD	
UNDER HOOD WORK LIGHT, 2 LED	124.00	124.00
FENDER MOUNTED LED LIGHT	130.00	
REAR FACING - FRT FENDER MOUNTED TURN SIGNALS	NA	
TWO SIDE SIGNAL LIGHTS PER SIDE	110.00	110.00
OTHER BRAND LIGHT ASSY'S ***ADD'L BACKUP LIGHTS IN SKIRT***	95.00	95.00
LIGHT CHECK FEATURE	STD	STD
DRIVER LED DOME	STD	STD
LED PASSENGER DOME LIGHTS (7)	STD	STD
STEP LIGHT LED	STD	STD
PASSENGER DIMMER SWITCH	STD	STD
METAL TREATMENT		
PER STATE SPECIFICATION		
MIRRORS		
TO MEET FEDERAL REGULATIONS		
MIRRORS, OPTIONS		
ROSCO, BLACK-CROSSOVER MIRRORS HEADS & BRACKETS ***NON HEATED***	STD	
CROSSOVER MIRRORS HEADS & BRACKETS, BLACK ***HEATED***	100.00	
CROSSOVER MIRRORS HEADS & BRKTS, STAINLESS STEEL ***HEATED***	165.00	
MIRRORLIGHT BUS BOY HIGH DEF XOVER - BLACK, HEATED	120.00	
MIRRORLIGHT BUS BOY HIGH DEF XOVER - SS, HEATED	160.00	
ROSCO HIGH DEF XOVER - BLACK, HEATED WITH LED DOWNLIT LIGHTING	285.00	
ROSCO HIGH DEF XOVER - SST, HEATED WITH LED DOWNLIT LIGHTING	320.00	320.00

ROSCO, BLACK - REARVIEW ONLY ***NON HEATED/NON MOTORIZED***	STD	
REMOTE OPERATED MIRRORS, REAR VIEWS ONLY	175.00	
REMOTE OPERATED ***HEATED*** MIRRORS, REAR VIEWS ONLY ***BLACK***	240.00	
REMOTE OPERATED ***HEATED*** MIRRORS, REAR VIEWS ONLY ***SST***	260.00	260.00
HEATED MIRROR TIMER	NC	
BACK-UP CAMERA - 6"x30"	1,125.00	
BACK-UP CAMERA - 10"X30"	1,200.00	1,200.00
360 CAMERA SYSTEM - 6"X30"	2,625.00	
MOUNTING OF BODY		
CUSHION MATERIAL BETWEEN CHASSIS AND BODY		
LIST TYPE OF MATERIAL USED FOR CUSHION ***RUBBER*** .		
FLAT CLAMPS, # OF BOLTS? ***1*** PER CLAMP		
MOUNTING OF BODY, OPTIONS		
U-BOLT MOUNTING SYSTEM ADDITION	NA	
SUNSHIELD		
6 X 30 FULLY ADJUSTABLE		
TRANSPARENT SHADE		
WING NUT ADJUSTABLE		
SUNSHIELD, OPTIONS		
10 X 27 DRIVERS SIDE SHIELD	110.00	
6 X 27 DRIVERS SIDE SHIELD	95.00	
6 X 30 RIGHT SIDE SHIELD	50.00	
ADDITIONAL SIDE VISOR, DRIVERS SIDE WINDOW, **EXTENSION BRKT**	30.00	30.00
RADIO		
AM/FM WITH DIGITAL CLOCK, INTEGRAL PA INT/EXT, 4 SPKRS		
RADIO, OPTIONS		
AM/FM USB INTEGRAL PA, 4 SPEAKERS	STD	STD
AM/FM BLUETOOTH INTEGRAL PA, 4 SPEAKERS	100.00	
RADIO DELETE, COMPLETE UNIT	NA	
6 SPEAKERS (ADD 2 TO STD 4)	NA	
8 SPEAKERS (ADD 4 TO STD 4)	85.00	85.00
DELETE EXTERNAL PA HORN	-26.00	
EXTERNAL PA SPKR. MOUNTED IN ENGINE COMPARTMENT	STD	STD
COAXIAL CABLE INSTALLED, NO RADIO PROVIDED	30.00	
RUB RAILS		
4 REQUIRED		
16 GAUGE STEEL		
NUMBER OF WRAP AROUND TO THE REAR OF THE BUS ***3*** . PER SIDE		
RUB RAIL, OPTIONS		
ADDITIONAL RUBRAIL	NA	
ADDITIONAL WRAP AROUND RUBRAIL EACH SET	NA	
CAULKING TOP OF EXTERIOR RUBRAILS	STD	STD
SEAT BELT FOR DRIVER		
3 POINT RETRACTABLE		
SEAT BELT FOR DRIVER, OPTIONS		
VERTICAL ADJ'MT. FOR SHDR BELT ANCHOR	STD	STD
ORANGE OR LIME COLORED SHOULDER BELT	STD	STD
DRIVER'S SEAT		
HIGH BACK ON SOLID MOUNT		
5" MIN. SLIDE ADJUSTMENT		
FABRIC INSERT UPHOLSTERY		
DRIVER'S SEAT, OPTIONS		
MAGNUM 200, SPRING SUSPENSION	STD	
MAGNUM 222, AIR SUSPENSION ***NEEDS AIR SOURCE***	20.00	
NATIONAL SEAT, AIR SUSPENSION - SELF CONTAINED	NC	
NATIONAL SEAT, ADJUSTABLE SEAT BACK - AIR- ***HEATED NEEDS AIR SOURCE***	NC	
NATIONAL SEAT, AIR SUSPENSION ***NEEDS AIR SOURCE***	NC	
NATIONAL SEAT, ADJUSTABLE SEAT BACK	NC	
SEARS PREMIUM SUSPENSION WITH HEAT- NEEDS AIR SOURCE	1,650.00	
SEARS NON-VRS SUSPENSION WITH HEAT- NEEDS AIR SOURCE	475.00	475.00
ARM REST	28.00	28.00
TWO ARM RESTS- NOT AVAILABLE ON MAGNUM 200	56.00	
NATIONAL SEAT, AIR SUSP W/3PT INTEGRATED BELT AND POUCH-*NEEDS AIR SOURCE*	310.00	
SEAT AND CRASH BARRIERS		
42 OZ. FIRE RETARDANT MATERIAL		
HIGH BACK SEATS, EACH 39"		

HIGH BACK BARRIER, 39"		
39" CRASH BARRIERS ON EACH SIDE.		
SEAT AND CRASH BARRIERS, OPTIONS		
MODESTY PANEL BELOW CRASH BARRIER, LEFT	STD	STD
MODESTY PANEL BELOW CRASH BARRIER, RIGHT	STD	STD
BARRIER STORAGE POUCH, EACH	48.00	48.00
IMMI SAFEGUARD CHILD RESTRAINT SEAT, EACH 30"	505.00	
IMMI SAFEGUARD CHILD RESTRAINT SEAT, EACH 36"	NA	
IMMI SAFEGUARD CHILD RESTRAINT SEAT, EACH 39"	570.00	
SEAT BELT READY SEATS WITH BELTS, EACH 39"	32.00	
SEAT BELT READY SEATS WITH BELTS, EACH 26"	22.00	
SEAT BELT READY SEATS WITH BELTS, EACH 30"	22.00	
SEAT BELT READY SEATS WITH BELTS, EACH 36"	22.00	
SEAT BELT READY SEATS WITHOUT BELTS, EACH 39"	STD	STD
SEAT BELT READY SEATS WITHOUT BELTS, EACH 26"	STD	STD
SEAT BELT READY SEATS WITHOUT BELTS, EACH 30"	STD	
SEAT BELT READY SEATS WITHOUT BELTS, EACH 36"	STD	
STANDARD SEAT, EACH 26" IN LIEU OF 39" SEAT	NC	
STANDARD SEAT, EACH 30" IN LIEU OF 39" SEAT	NC	
STANDARD SEAT, EACH 36" IN LIEU OF 39" SEAT	NC	
IMMI SAFEGUARD SEAT W/SHOULDER & LAP BELT 26"	470.00	
IMMI SAFEGUARD SEAT W/SHOULDER & LAP BELT 30"	405.00	
IMMI SAFEGUARD SEAT W/SHOULDER & LAP BELT 36"	420.00	
IMMI SAFEGUARD SEAT W/SHOULDER & LAP BELT 39"	640.00	
CHILD RESTRAINT SYSTEM OPTION FOR IMMI SEAT	200.00	
BTI, CHILD, 3PT, SGL, 39"	550.00	
BTI, CHILD, 3PT, DBL, 36"	600.00	
DELETE STANDARD SEATS: 39	-110.00	
DELETE STANDARD SEATS: 36	-106.00	
DELETE STANDARD SEATS: 30	-100.00	
DELETE STANDARD SEATS: 26	-170.00	
UNIV. ISO LATCH FOR BABY CARRIER: BELTS REQD. EACH	23.00	
HIGH BACK BARRIER, TRACK MTD. 39"	240.00	
STEPS		
3 STEP STEPWELL		
STEPS, OPTIONS		
FORWARD HAND RAIL (RT. SIDE)	180.00	180.00
FORWARD HAND RAIL (RT. SIDE) DUAL HEIGHT	300.00	
AFT HANDRAIL DUAL HEIGHT	125.00	
STEPWELL SOUND ABATEMENT	STD	
STAINLESS STEEL STEP WELL	700.00	
GALVANIZED STEEL STEPWELL	NC	
STEP TREADS		
16 GAUGE METAL BACKING		
WHITE NOSING		
COLOR MATCHING STEP TREADS TO FLOOR COLOR		
NON-SKID MATERIAL		
STEP TREADS, OPTIONS		
BLACK TREADS	STD	STD
PREMIUM NON-SKID ABRASIVE NOSING	STD	STD
PEBBLE STEP TREAD	STD	STD
COLORED TREADS WITH A BLACK FLOOR	NA	
STIRRUP STEPS		
STIRRUP STEPS, OPTIONS		
GRAB HANDLES, BLACK	NA	
GRAB HANDLES, CHROME	NA	
GRAB HANDLES, YELLOW	STD	STD
RUBBER KICK BACKING ON COWL	NA	
STOP SIGNAL ARM		
ELECTRIC OPERATED W/LIGHTS, MFG. STD. ***SPECIALTY*** .		
STOP SIGNAL ARM, OPTIONS		
Windguard Electric w/lights	STD	
Windguard Electric w/LED lights	130.00	
Windguard Electric w/LED strobe lights	135.00	
Windguard Electric w/LED lighted word “STOP”	300.00	
Windguard Air powered w/lights	155.00	
Windguard Air powered w/LED strobe lights	162.00	
FIRST LIGHT ILLUMINATED STOP ARM FRONT AIR .	1,250.00	1,250.00
FIRST LIGHT ILLUMINATED STOP ARM FRONT ELECTRIC	990.00	
FIRST LIGHT ILLUMINATED STOP ARM REAR AIR .	1,200.00	1,200.00
FIRST LIGHT ILLUMINATED STOP ARM REAR ELECTRIC	1,375.00	

ADDITIONAL SPEC'D STOP ARM ON REAR-ELECTRIC	475.00	
ADDITIONAL SPEC'D STOP ARM ON REAR-AIR	450.00	
HIGH INTENSITY SCOTCH LITE BLADES	STD	STD
STAINLESS STEEL FASTENERS	150.00	150.00
STORAGE COMPARTMENT		
MFG STD (IF ANY)_____.		
STORAGE COMPARTMENT OPTIONS		
BULKHEAD STORAGE COMPARTMENT, TOP HINGED	STD	STD
LOCKABLE DOOR (NOT FOR EM. EQUIP. USE)	65.00	
AUXILIARY STORAGE COMPARTMENT-REAR	70.00	70.00
LEFT SIDE ABOVE DRIVER HEAD, NON-LOCKABLE	155.00	155.00
LEFT SIDE ABOVE DRIVER HEAD, LOCKABLE	160.00	
EXT. LUGGAGE COMPARTMENT ***FWD*** SIDE ***114 X 24 X 22*** SIZE	1,250.00	
EXT. LUGGAGE COMPARTMENT ***MID*** SIDE ***36 X 24 X 22*** SIZE	617.00	
EXT. LUGGAGE COMPARTMENT ***AFT*** SIDE ***91 X 20 X 18*** SIZE	900.00	
GAS SHOCKS (2)	230.00	
LUGGAGE LIGHT W/ SWITCH PER BOX	125.00	
LUGGAGE LED LIGHT W/ SWITCH PER 2 BOXES	125.00	
UNDERCOATING		
FACTORY INSTALLED, COMPLETE UNDERSIDE		
UNDERCOATING/RUSTPROOFING, OPTIONS		
INSIDE EMERGENCY DOOR	STD	STD
INSIDE REAR BODY PANELS AT FLOOR LINE	STD	STD
CHEMGUARD	300.00	300.00
VENTILATION		
FRONT ROOF NON-CLOSING VENT		
VENTILATION, OPTION		
CEILING VENT WITH FAN	NA	
WHEEL HOUSING		
STANDARD COVERING COLOR ***ABS BLACK***.		
WHEEL HOUSING, OPTIONS		
BLACK FLOORING MATERIAL	STD	STD
METAL EXTENSION, FENDERETTES (REAR)	NA	
RUBBER WH. OPENING EXTENSIONS, FENDERETTES (REAR)	67.00	
MUD FLAPS, REAR, STD RUBBER	STD	
MUD FLAPS, FRONT, STD RUBBER	STD	STD
MUD FLAPS, REAR, FULL WIDTH OF BUS	76.00	
WINDOWS, THERMOPANE		
DRIVER'S SIDE SLIDING WINDOW		
FULL ONE PIECE DOOR GLASS IN BOTH PANELS		
WINDOWS, OPTIONS		
THERMO SIDE WINDOWS ADDITIONAL, EACH COMPLETE	110.00	
WINDOW STOPS FOR SIDE WINDOWS __, __, __," AVAILABLE	STD	STD
WINDSHIELD		
TINTED		
1, 2, 3, OR 4 PIECE WINDSHIELD ***3*** PIECE		
WINDSHIELD, OPTIONS		
TINTED WITH SHADED TOP	STD	STD
ONE PIECE CURVED, TINTED	NA	
2 PC. CURVED, TINTED	NA	
3 PC WINDSHIELD, TINTED	STD	STD
4 PC WINDSHIELD, TINTED	NA	
WINDSHIELD WASHERS		
WIPER MOUNTED, WET ARM		
ELECTRIC WASHER PUMP		
3-4 QUART CAPACITY		
WINDSHIELD WIPERS		
HEAVY DUTY BOTTOM MOUNTED		
SINGLE OR DUAL SWITCH _____.		
2 SPEED WITH INTERMITTENT FEATURE		
NON-GLARE ARMS		
WINDSHIELD WIPERS, OPTIONS		
WINTER (ALL SEASON) BLADES)	60.00	
OTHER: ***CRYSTAL CLEAR HEATED BLADES (FACTORY INSTALL)*** _____.	850.00	
OTHER: **EVERBLADES** ***HEATED BLADES (FACTORY INSTALL)*** _____.	550.00	

WIRING		
COLOR AND NUMBER CODED		
AUTOMATIC, MAN. RESET, OR SOL. ST. CIRCUIT BREAKERS/FUSES		
MASTER SWITCH FOR BODY, ELECTRIC OPERATED		
WIRING, OPTIONS		
MANUAL RESET CIRCUIT BREAKERS	STD	STD
AUTOMATIC RESET CIRCUIT BREAKERS	STD	STD
SOLID STATE PROTECTORS	STD	STD
PURPOSE SPECIFIC LABELED WIRING	STD	STD
OTHER OPTIONS NOT LISTED _____.	NA	
OTHER OPTIONS NOT LISTED _____.	NA	
OTHER OPTIONS NOT LISTED _____.	NA	
SUBTOTAL BODY AND OPTIONS		151,255.00

CONVENTIONAL CHASSIS

AIR CLEANER:		
DRY TYPE, TO MATCH ENGINE DESIGN		
RESTRICTOR INDICATOR AT THE AIR CLEANER		
AIR CLEANER, OPTIONS:		
HEAVY DUTY DUAL ELEMENT	NA	
RESTRICTOR INDICATOR, DASH MOUNTED	20.00	
AIR INTAKE, OPTION:		
WARM AIR INTAKE	STD	STD
AXLES: FRONT		
INDICATE MODEL ***MERITOR***		
INDICATE WEIGHT CAPACITY ***10,000*** LBS.		
INDICATE HUB TYPE ***PILOTED***		
AXLES, FRONT, OPTIONS:		
8,000 LB. CAPACITY	NC	
8,000 LB. CAPACITY INT'L	NC	
10,000 LB. CAPACITY HENDRICKSON	34.00	
10,000 LB CAPACITY INT'L. DANA SPICER	229.00	
12,000 LB. CAPACITY	157.00	
WET TYPE OIL SEAL, STATE BRAND ***INTERNATIONAL***	STD	STD
GREASE TYPE SEAL, STATE BRAND ***NA***	NA	
AXLES: REAR		
INDICATE AXLE MODEL ***DANA SPICER***		
INDICATE WEIGHT CAPACITY ***19,800*** LBS.		
OIL SEAL BRAND PROVIDED ***INTERNATIONAL***		
MAGNETIC OIL LEVEL PLUG		
STANDARD DRIVELINE SERIES ***SPL100***		
AXLES, REAR, OPTIONS:		
13,000 LB. CAPACITY	NA	
15,000 LB. CAPACITY	NA	
15,500 LB. CAPACITY	NC	
17,500 LB. CAPACITY	NA	
17,500 LB. CAPACITY DANA SPICER	NC	
19,000 LB. CAPACITY	NA	
19,800 LB. CAPACITY	110.00	
19,800 LB. CAPACITY DANA SPICER	STD	
21,000 LB. CAPACITY	155.00	155.00
23,000 LB. CAPACITY REQUIRES AIR BRAKES	355.00	
NO SPIN DIFFERENTIAL	NA	
SYNTHETIC LUBRICANT FRT AND REAR BRAND ***EMGUARD***	110.00	110.00
OTHER OIL SEAL BRANDS OFFERED ***NA***	NA	
BRAKES		
SPLIT HYDRAULIC 4 WHEEL DISC		
ABS 4 CHANNEL, STATE BRAND ***BENDIX***		
HYD. BRAKE SYSTEM, BRAND ***WABCO*** MODEL _____		
DUST SHIELDS AT ALL BRAKE POSITIONS		
BRAKES, OPTIONS:		
HYDRAULIC, WITH BOSCH PIN SLIDE DISC	NA	
AIR BRAKE SYSTEM, "Q" PLUS, 15 x 4 FRT, 16.5 x 7 REAR	665.00	665.00
AIR BRAKE ABS WITH TRACTION CONTROL	STD	STD
AIR BRAKE DISC BRAKE	1,000.00	
COLLISION MITIGATION SYSTEM - OMIT	STD	

COLLISION MITIGATION SYSTEM - WINGMAN ADVANCED (AIRBRAKE REQ)	NA	
COLLISION MITIGATION SYSTEM - WINGMAN FUSION (AIRBRAKE REQ)	1,000.00	
BRAKE, PARKING MANUAL PUSH-PULL PNEUMATIC	STD	STD
BENDIX INTELLIPARK ELECTRONIC PARK BRAKE (AIRBRAKE REQ.)	NC	
PARKING DISPLAY FOR ELECTRONIC PARK BRAKE (AIRBRAKE REQ)	NC	
FRONT, AIR: OUTBOARD DRUMS		
15 X 5 "Q" PLUS	76.00	
16.5 X 5 "Q" PLUS	180.00	180.00
ADJUSTABLE BRAKE AND ACCELERATOR PEDALS (AIR ONLY)	700.00	
SLACK ADJUSTERS, AUTOMATIC:		
HALDEX	STD	STD
MERITOR	NA	
GUNITE	NA	
EMERGENCY BRAKE: OPTIONS		
AIR POWER APPLICATION	NA	
MGM REAR PARKING BRAKE CHAMBER	STD	STD
AIR DRYER AND TANKS:		
MANUAL DRAIN VALVE		
BENDIX AD-9SI WITH HEATER		
AIR DRYER AND TANKS , OPTIONS:		
PULL CHAIN FOR DRAIN VALVE (WET TANK)	STD	STD
AUTOMATIC DRAIN VALVE WITH HEATER	85.00	
COMPRESSOR:		
INDICATE BRAND AND CFM. ***CUMMINS 18.7 CU FT***		
SPECIFY TANK CAPACITY ***APPROX 4,000 CU IN***		
COMPRESSOR, OPTIONS:		
BENDIX 13.2 CFM	NC	
WABCO 15.2 CFM	NA	
BUMPER, FRONT		
HEAVY DUTY STEEL		
COLOR, PAINT		
INDICATE BRAND AND TYPE USED _____		
COLOR, OPTIONS:		
BLACK GRILLE	STD	STD
YELLOW GRILLE	97.00	
CHROME SURROUND BLACK GRILLE	78.00	
SILVER GRILLE	N/A	
FLAT BLACK HOOD TOP	600.00	
FLAT YELLOW HOOD TOP	625.00	
BLACK FENDERS	75.00	75.00
ELECTRICAL SYSTEM		
ALL CIRCUITS PROTECTED, AUTO OR MANUAL RESET		
FUSES/CIRCUIT BRKRS. OR SOL.ST. PROT. SPECIFY TYPE ***MANUAL***		
LIST MFG's STD ALTERNATOR ***LEECE NEVILLE AVI160P2007 210 AMP***		
2 1031 BATTERIES, ***(3) 1980*** CCA (1300 - 1500)		
LED HEADLIGHTS	635.00	635.00
DAYTIME RUNNING LIGHTS, PARTIAL POWER	STD	STD
HEAVY DUTY MECHANICAL TURN SIGNAL FLASHER		
ELECTRICAL SYSTEM, OPTIONS:		
MANUAL RESET CIRCUIT BREAKERS	STD	STD
AUTOMATIC RESET CIRCUIT BREAKERS	STD	STD
DAYTIME RUNNING LIGHTS, HIGH POWER	STD	STD
HEADLIGHT CIRCUIT RELAY SYSTEM	STD	STD
HEADLIGHT, IGNITION OFF ALARM	STD	STD
TOP FENDER MOUNTED TURN LAMPS	165.00	165.00
FUSE BLOCK, 8 POSITIONS (MULTIPLEXED SYSTEM)	NA	
TRAILER HITCH, WIRING HARNESS & PLUG-AFTERMARKET	2,125.00	
BRAKE CONTROLLER-AFTERMARKET	787.00	
ALTERNATORS:		
185 AMP. 4939 LEECE-NEVILLE	NA	
200 AMP DELCO REMY	46.00	
210 AMP LEECE NEVILLE	STD	STD
220 AMP LN 4920 PAH	NA	
220 AMP LN 14923PH	NA	
240 AMP LEECE NEVILLE (REQUIRED FOR LIFT BUS)	155.00	
270 AMP. 4949 LEECE NEVILLE	NA	
300 AMP DELCO REMY	NA	

320 AMP. LEECE NEVILLE	NA	
325 AMP. LEECE NEVILLE BLP4024N	630.00	
BATTERIES:		
QTY. GROUP CCA		
2 1031 1300	NA	
2 1031 1500	NA	
3 GRP 31 1980	STD	STD
3 31 3375	NA	
3 1031 2280	NA	
3 1031 2850	265.00	
2 8D 2300 INCLUDES LARGE BATTERY COMP.	NA	
2 8D 2800 INCLUDES LARGE BATTERY COMP.	NA	
	NA	
STARTERS:		
MITSUBISHI 12 VOLT SOFT START	STD	STD
DELCO 29 MT 12 VOLT	100.00	
LEECE NEVILLE M100R 12 VOLT	NA	
DENSO 1610	NA	
ENGINES:		
MANUFACTURERS STANDARD APPROX. 200 H.P. PARENT BORE		
STATE ENGINE PROPOSED - INCLUDE BRAND, SIZE, AND FUEL		
TYPE: ***CUMMINS B6.7 200 HP*** .		
MEET OR EXCEED -34 DEGREES ANTI-FREEZE		
ELECTRONIC FAST IDLE		
ENGINE WARNING ALARM		
MAGNETIC DRAIN PLUG		
MEET OR EXCEED CURRENT EMISSIONS STANDARD		
ENGINES, OPTIONS:		
CUMMINS ISB 200 H.P. PARENT BORE 600 LB	STD	
CUMMINS ISB 220 H.P. PARENT BORE 520 LB	NA	
CUMMINS ISB 220 H.P. PARENT BORE 600 LB	825.00	
CUMMINS ISB 240 H.P. PARENT BORE 600 LB	825.00	
CUMMINS ISB 250 H.P. PARENT BORE 660 LB	1,050.00	1,050.00
CUMMINS ISB 260 H.P. PARENT BORE 660 LB	1,325.00	
CUMMINS OCTANE B6.7 200 HP 600 LB	17,130.00	
CUMMINS OCTANE B6.7 220 HP 600 LB	17,780.00	
CUMMINS OCTANE B6.7 260 HP 600 LB	18,430.00	
CUMMINS OCTANE B6.7 300 HP 660 LB	19,080.00	
ENGINE COMPRESSION BRAKE FOR GAS B6.7 ***CUMMINS*** MODEL	100.00	
POWER SOLUTIONS INTL. 8.8L PROPANE 270 HP 565LB	NA	
FORD 6.8 L V10 362 H.P. PROPANE POWERED 450 LB	NA	
CRUISE CONTROL, ELECTRONIC SPD. CONTROL	STD	STD
EXHAUST BRAKE, ENG. MTD BRAND ***CUMMINS*** MODEL _____.	100.00	100.00
EXH BRK FOR HYD. BRKS. BRAND ***CUMMINS*** MODEL _____.	100.00	
ENGINE INTEGRAL SHUT DOWN SYSTEM WITH ALARM	STD	STD
LOW COOLANT LEVEL WARNING LIGHT	STD	STD
UPGRADED COOLANT BRAND ***SHELL ROTELLA*** .	STD	STD
BLOCK HEATER, INDICATE WATTAGE ***750W*** _____.	STD	STD
BUMPER MOUNTED PLUG-IN RECEPTACLE	STD	STD
PRECHARGED COOLANT FILTER	NA	
UPGRADED HOSES BRAND ***PREMIUM GRADE*** .	STD	STD
SILICONE HOSES	NA	
CONSTANT TORQUE HOSE CLAMPS	STD	STD
FUEL HEATER, IN LINE	1,300.00	
FUEL HEATER, IN-FUEL TANK	1,400.00	
ELECTRIC MANIFOLD GRID HEATER	NA	
FUEL PRIMER PUMP	STD	STD
RADIATORS:		
OIL COOLER **X** INTERNAL ***NA*** EXTERNAL	STD	STD
MAJOR MAT'L USED ***ALUMINUM WITH COPPER FINS*** .		
RADIATOR OPTIONS:		
SHUTTERS, HYDRAULIC	NA	
SHUTTERS, AIR	NA	
WINTER FRONTS, SNAP ON, INDICATE COLOR ***BLACK*** .	STD	STD
BUG SCREEN	180.00	180.00
FAN CLUTCH:		
ELECTRIC OPERATED FAN CLUTCH- 2 SPEED ***VISCOUS***	NA	
DRIVE MASTER 2 SPEED-HORTON, AIR ONLY	NC	NC
ELECTRIC OPERATED FAN CLUTCH- 2 SPEED WARNER	STD	
ELECTRO - MAGNETIC FAN CLUTCH	NA	
FUEL-WATER SEPARATOR:		
RACOR 400 SERIES W/ELECTRIC HEATER/PRIMER PUMP	STD	
OTHER SEPARATORS OFFERED **DAVCO 245** .	275.00	275.00

EXHAUST SYSTEM		
LEFT DISCHARGE, LEFT SIDE OF FRAME, BELOW BUMPER		
EXHAUST SYSTEM, OPTIONS:		
RIGHT SIDE OF FRAME DISCHARGE, REAR, THRU BUMPER	STD	
LEFT SIDE OF FRAME DISCHARGE, REAR, THRU BUMPER	66.00	
LEFT SIDE DISCHARGE, IN FRONT OF DUALS	44.00	44.00
HEAT SHIELD BETWEEN MUFFLER/FUEL TANK/***REQUIRED W/STD EXHAUST***	68.00	
FENDERS/HOOD:		
EASY LIFT HOOD, 15 LBS. MAX. ***15*** LBS.		
FRAME:		
MFG.'S. STANDARD, APPROX. 254" W.B.		
TOW HOOKS, FRONT AND REAR		
FRAME ***50,000*** PSI STRENGTH		
FRAME, OPTIONS:		
WHEEL BASE 158" BODY LENGTH AVAIL. ***19'02"***	NC	
WHEEL BASE 170" BODY LENGTH AVAIL. ***19'11"***	NC	
WHEEL BASE 179" BODY LENGTH AVAIL. ***NA***	NA	
WHEEL BASE 189" BODY LENGTH AVAIL. ***NA***	NA	
WHEEL BASE 193" BODY LENGTH AVAIL. ***22'02",22'11",23'08"***	NC	
WHEEL BASE 199" BODY LENGTH AVAIL. ***NA***	NA	
WHEEL BASE 217" BODY LENGTH AVAIL. ***26'08"***	NC	
WHEEL BASE 218" BODY LENGTH AVAIL. ***NA***	NA	
WHEEL BASE 219" BODY LENGTH AVAIL. ***NA***	NA	
WHEEL BASE 236" BODY LENGTH AVAIL. ***28'02",28'11"***	NC	
WHEEL BASE 238" BODY LENGTH AVAIL. ***NA***	NA	
WHEEL BASE 252" BODY LENGTH AVAIL. ***NA***	NA	
WHEEL BASE 254" BODY LENGTH AVAIL. ***29'08",30'05",31'02",31'11"***	NC	
WHEEL BASE 259" BODY LENGTH AVAIL. ***NA***	NA	
WHEEL BASE 273" BODY LENGTH AVAIL. ***NA***	NA	
WHEEL BASE 276" BODY LENGTH AVAIL. ***31'11",32'08",33'05",34'02",34'11",35'08"***	NC	
WHEEL BASE 279" BODY LENGTH AVAIL. ***NA***	NA	
WHEEL BASE ____" BODY LENGTH AVAIL. ***NA***	NA	
WHEEL BASE ____" BODY LENGTH AVAIL. ***NA***	NA	
WHEEL BASE ____" BODY LENGTH AVAIL. ***NA***	NA	
FUEL TANK:		
APPROX. 60-65 GALLONS, RIGHT SIDE MOUNTED		
ACCESS PLATE FOR SENDER UNIT REPLACEMENT		
FUEL DOOR INCLUDED		
FUEL TANK, OPTIONS:		
60-65 GALLON, BETWEEN FRAME MOUNTED	STD	STD
100 GALLON, BETWEEN FRAME MOUNTED	550.00	
NAVIFLEX COATED FUEL TANK 65 GAL	225.00	225.00
NAVIFLEX COATED FUEL TANK 100 GAL	775.00	
60 GALLON **GAS,** BETWEEN FRAME MOUNTED	1,340.00	
100 GALLON **GAS**, BETWEEN FRAME MOUNTED	2,025.00	
NAVIFLEX COATED FUEL TANK 60 GAL **GAS**	1,580.00	
NAVIFLEX COATED FUEL TANK 100 GAL **GAS**	2,275.00	
RIGHT SIDE FILL, FOR BETWEEN FRAME RAILS	NC	
LEFT SIDE FILL, FOR BETWEEN FRAME RAILS	NC	
KEY LOCK ON FUEL DOOR	17.00	
THUMB LATCH ON FUEL DOOR	STD	
LOCKING FUEL CAP	17.00	
LOCKING DEF DOOR	17.00	17.00
HORN :		
DUAL ELECTRIC HORNS		
HORN, OPTIONS:		
AIR HORN(S), W/AIR SUPPLY ALREADY ON BUS	160.00	160.00
INSTRUMENTS AND PANEL:		
PER NATIONAL STANDARDS		
PREMIUM INSTRUMENT PANEL		
TACHOMETER		
HOUR METER		
INSTRUMENTS AND PANEL, OPTIONS:		
BASE CLUSTER INSTRUMENT PANEL	-200.00	
GLOVE BOX - WITHOUT DOOR	STD	STD
GLOVE BOX WITH LOCKING DOOR	NA	
DASH MOUNTED DIGITAL CLOCK	75.00	75.00
TRANSMISSION TEMP. GAUGE	35.00	35.00
AMMETER	105.00	

AMBIENT TEMPERATURE GAUGE	50.00	
IGNITIONS KEYED ALIKE	25.00	25.00
AIR PRESSURE GAUGE FOR AIR SUSPENSION	STD	STD
CUPHOLDER DASH MOUNTED	STD	STD
CLIP BOARD STORAGE COMPARTMENT	STD	STD
POWER AND GRADEABILITY:		
PER NATIONAL STANDARDS		
SHOCK ABSORBERS:		
HEAVY DUTY REQUIRED FRONT AND REAR		
SPRINGS:		
FRONT: PARABOLIC TAPERED LEAF SPRING		
REAR: SINGLE STAGE, VARI-RATE MULIT- LEAF SPRING		
SPRINGS, OPTIONS:		
FRONT:		
FRONT AIR SUSPENSION	NA	
SOFTEK LEAF SPRINGS	NA	
MAINTENANCE FREE SPRING PINS	STD	STD
REAR:		
PARABOLIC TAPERED LEAF SPRING	STD	
TWO STAGE FLAT LEAF SPRING	NA	
AIR SUSP., WITH HYD. BRKS, INCLUDE COMPRESSOR	1,200.00	
AIR SUSPENSION, WITH AIR BRAKES	600.00	600.00
STEERING:		
POWER STEERING ASSIST,		
INDICATE BRAND AND MODEL _____.		
INDICATE STRG. WHEEL DIAMETER **18"** ____.		
STEERING, OPTIONS:		
TILT WHEEL	STD	
TILT AND TELESCOPING WHEEL	275.00	275.00
STEERING WHEEL, BLACK LEATHER WRAPPED	180.00	
TIRES AND RIMS:		
WHEELS:		
ONE PIECE RADIAL TIRE RIMS, 22.5 X 8.25		
HUB PILOTED, 10 BOLT HOLES		
TIRES, FRONT, 11R X 22.5, 14 PLY RATING		
INDICATE BRAND AND MODEL __**HANKOOK AH37**_.		
TIRES, REAR, TRACTION TYPE, 11R X 22.5, 14 PLY RATING		
INDICATE BRAND AND MODEL __***HANKOOK DH37***__.		
MUST USE LEAD-FREE WEIGHTS, IF WEIGHTS ARE USED		
WHEEL, OPTIONS: PRICE PER SET OF SIX.		
ALUMINUM RIMS, ACCURIDE EXTRA POLISH	1,200.00	
ALUMINUM RIMS, ALCOA HIGH POLISH	1,300.00	
SPARE TIRE CARRIER (1)	NC	
SPARE HUB PILOTED WHEEL, 10 BOLT HOLES (1)	140.00	
WHEEL ALIGNMENT, FRONT ONLY	STD	STD
WHEEL ALIGNMENT, REAR ONLY	STD	STD
WHEEL BALANCE, FRONT ONLY, POWDER, NO LEAD ALLOWED	STD	STD
WHEEL BALANCE, REAR ONLY, POWDER, NO LEAD ALLOWED	STD	STD
OTHER BALANCE PRODUCTS, _____ PER WHEEL	NA	
TIRES: CHOOSE ONE FROM EACH CATEGORY. SPARE OPTION		
FRONT, TIRE SIZES (TIRES ONLY, PRICE PER SET OF 2)		
PIRELLI 11R22.5 R89 ALL POSITION H	150.00	
HANKOOK 11R22.5 AH37 ***ALL POSITION*** .	STD	
CONTINENTAL 11R22.5 ECOPLUS HS3+ ALL POSITION H	200.00	
MICHELIN 11R22.5 XZE2 ALL POSITION H	715.00	715.00
GOODYEAR 11R22.5 RSA FUEL MAX ALL POSITION .G	485.00	
BRIDGESTONE R268 ECOPIA ALL POSITION ***H***	360.00	
CONTINENTAL 255/70R22.5 HSR2 ALL POSITION H	39.00	
GOODYEAR 255/70R22.5 ENDURANCE RSA ALL POSITION H	410.00	
BRIDGESTONE 255/70R22.5 R250 ED ALL POSITION H	325.00	
HANKOOK 255/70R22.5 AH37 ALL POSITION	NC	
REAR, TIRE SIZES (TIRES ONLY, PRICE PER SET OF 4)		
PIRELLI 11R22.5 R89 DRIVE H	500.00	
CONTINENTAL 11R22.5 HSR2 ALL POSITION G	565.00	
CONTINENTAL 11R22.5 HSR2 ALL POSITION	NA	
CONTINENTAL 11R22.5 HDL2 M/S DRIVE .G	480.00	
CONTINENTAL 11R22.5 HDR2+ M/S DRIVE .G	430.00	
HANKOOK 11R22.5 DH37 ***DRIVE*** .	STD	
BRIDGESTONE 11R22.5 R268 ECOPIA ALL POSITION ***.H***	720.00	
BRIDGESTONE 11R22.5 M713 ECOPIA M/S DRIVE . ***G***	600.00	

MICHELIN 11R22.5 XZE2 ALL POSITION .H	1,430.00		
MICHELIN 11R22.5 XDN2 M/S DRIVE .H	1,700.00		1,700.00
CONTINENTAL 255/70R22.5 HSR2 SA ALL POSITION .	76.00		
CONTINENTAL 255/70R22.5 HDR M/S DRIVE .	300.00		
HANKOOK 255/70R22.5 AH37 ALL POSITION .	NC		
GOODYEAR 255/70R22.5 ENDURANCE RSA ALL POSITION .	825.00		
GOODYEAR 255/70R22.5 FUEL MAX RTD .	1,175.00		
BRIDGESTONE 255/70R22.5 R250 ED ALL POSITION .	650.00		
BRIDGESTONE 255/70R22.5 M726 M/S DRIVE .	775.00		
COMBINATION FRONT AND REAR TIRE SIZES			
_____.			
_____.			
_____.			
_____.			
SPARE, TIRE SIZES (TIRE ONLY, EACH)			
11R22.5 HANKOOK AH37 14 PLY . - AFTERMARKET	NA		
11R22.5 HANKOOK DH37 14 PLY . - AFTERMARKET	NA		
11R22.5 CONTINENTAL ECO+HS3 14 PLY . - AFTERMARKET	NA		
11R22.5 CONTINENTAL HDL2 DL+ 14 PLY . - AFTERMARKET	NA		
255/7019.5 HANKOOK AH37 14 PLY . - AFTERMARKET	NA		
255/70R19.5 HANKOOK DH37 14 PLY . - AFTERMARKET	NA		
SPARE TIRE EQUAL TO MODEL STANDARD	NA		
WHEEL, OPTIONS: PRICE PER SET OF SIX.			
SPARE TIRE CARRIER (1)	25.00		
SPARE HUB PILOTED WHEEL, 10 BOLT HOLES (1)	135.00		
WHEEL ALIGNMENT, FRONT ONLY	STD		STD
WHEEL ALIGNMENT, REAR ONLY	STD		STD
WHEEL BALANCE, FRONT ONLY, POWDER, NO LEAD ALLOWED	STD		STD
WHEEL BALANCE, REAR ONLY, POWDER, NO LEAD ALLOWED	STD		STD
OTHER BALANCE PRODUCTS, _____ PER WHEEL	NA		
TRANSMISSION:			
PTS 2500 ALLISON TRANSMISSION			
TOWER SHIFT WITH CABLE			
EXTERNAL TRANS. FILTER, AUTOMATIC TRANS.			
COLUMN MOUNTED STALK SHIFTER			
TRANSMISSION, OPTIONS:			
PTS 2200 ALLISON TRANSMISSION W/PARK PALL <26,000 LBS.	500.00		
PTS 2500 ALLISON TRANSMISSION W/PARK PALL 33,000 LBS.	700.00		
PTS 3000 (3060) ALLISON TRANSMISSION	5,050.00		
TRANSYND FLUID	STD		STD
MAGNET DRAIN PLUG (AUTOMATIC ONLY)	STD		STD
PUSH BUTTON SHIFT FOR PT3000 (MD3060)	NA		
TURNING RADIUS:			
INDICATE CURB TO CURB RADIUS FOR WHEEL BASE			
170" WHEEL BASE 24 ' 02 " RADIUS			
193" WHEEL BASE 27 ' 02 " RADIUS			
217" WHEEL BASE 30 ' 01 " RADIUS			
236" WHEEL BASE 32 ' 06 " RADIUS			
254" WHEEL BASE 34 ' 09 " RADIUS			
276" WHEEL BASE 37 ' 06 " RADIUS			
INDICATE BUMPER-TO-BUMPER RADIUS / WHEEL BASE			
170" WHEEL BASE 25 ' 03 " RADIUS			
193" WHEEL BASE 28 ' 03 " RADIUS			
217" WHEEL BASE 31 ' 03 " RADIUS			
236" WHEEL BASE 33 ' 07 " RADIUS			
254" WHEEL BASE 35 ' 10 " RADIUS			
276" WHEEL BASE 38 ' 07 " RADIUS			
ADDITIONAL OPTIONS:			
ITEM **MODEL YEAR CHANGE**	5,000.00		
ITEM **ZERO START ENGINE BLOCK HEATER PLUG WITH LIGHTS**	285.00		285.00
SUBTOTAL CHASSIS AND OPTIONS			7,746.00
DISCOUNTS		**UNITS PURCHASED**	
__ TO __ UNITS			0.00
__ TO __ UNITS			0.00
__ TO __ UNITS			0.00
FREIGHT DELIVERY CHARGE: FACTORY TO DEALER	3,000.00		3,000.00

DELIVERY

LOCATION OF DEALERSHIP **MONTICELLO , MN**		MILES		
DELIVERY CHARGE TO DISTRICT 1.60 PER MILE	0.00	0.00		
MINIMUM CHARGE FOR DELIVERY IN LIEU OF MILEAGE	0.00			

TRANSFER THE HIGHER OF THE TWO VALUES TO THE TALLY COLUMN

MANUALS; LIST

SERVICE MANUAL MEDIA ***ONLINE ANNUAL FEE STARTING 1/1***	100.00		
ACCESS TO ON LINE MANUALS	NC		
ENGINE ELECTRONICS MANUAL	NC		
CIRCUIT DIAGRAMS	NC		
ENGINE SERVICE	NC		
ENGINE TROUBLE SHOOTERS	NC		
PARTS MANUAL	468.00		
DUPLICATE PARTS MANUAL	468.00		
4 HOUR WEB SITE TRAINING - ON DISTRICT SITE	500.00		
8 HOUR TECHNICAL TRAINING ON DISTRICT SITE	1,000.00		
HOGLUND UNIVERSITY ONLINE	500.00		
TOTAL TAXABLE CHARGES			162,001.00
EXCISE TAX			11,137.57

WARRANTY:

ENGINE WARRANTY: CHOOSE ONLY ONE			
ENGINE ***ISB*** BRAND ***CUMMINS***			
YEARS ***5*** MILES ***100,000*** STANDARD WARRANTY			
YEARS ***5*** MILES ***Unlimited*** ***FULL ENGINE COVERAGE***	2,950.00		
YEARS ***7*** MILES ***150,000*** ***FULL ENGINE COVERAGE***	3,800.00		
YEARS ***10*** MILES ***200,000*** ***FULL ENGINE COVERAGE***	5,800.00		
YEARS ***10*** MILES ***Unlimited*** ***FULL ENGINE COVERAGE***	6,800.00		
YEARS ***10*** MILES ***150,000*** ***FULL ENGINE COVERAGE & AFTER TREATMENT***	6,710.00	40ZBV	6,710.00
ENGINE ELECTRICAL WARRANTY: CHOOSE ONLY ONE			
ENGINE ***ISB*** BRAND ***CUMMINS***			
YEARS ***1*** MILES ***UNLIMITED*** STANDARD WARRANTY			
YEARS ***5*** MILES ***100,000*** ***EXCLUDES STARTER & ALTERNATOR***	200.00	40YJR	200.00
YEARS ____ MILES ____			
YEARS ____ MILES ____			
YEARS ____ MILES ____			
ENGINE WARRANTY: CHOOSE ONLY ONE			
ENGINE ***8.8L PROPANE*** *BRAND* ***POWER SOLUTIONS INC.***			
YEARS ***5*** *MILES* ***UNLIMITED*** *STANDARD WARRANTY*			
YEARS ***10*** *MILES* ***200,000***	NA		
YEARS ____ MILES ____			
YEARS ____ MILES ____			
YEARS ____ MILES ____			
ENGINE ELECTRICAL WARRANTY: CHOOSE ONLY ONE			
ENGINE _____ BRAND _____			
YEARS ____ MILES ____ STANDARD WARRANTY			
YEARS ____ MILES ____			
YEARS ____ MILES ____			
YEARS ____ MILES ____			
YEARS ____ MILES ____			
TRANSMISSION WARRANTY: CHOOSE ONLY ONE			
BRAND ***ALLISON*** MODEL ***2500***			
YEARS ***5*** MILES ***UNLIMITED*** STANDARD WARRANTY			
YEARS ***7*** MILES ***UNLIMITED***	STD		STD
YEARS ____ MILES ____			
YEARS ____ MILES ____			
YEARS ____ MILES ____			
EXTENDED TOW WARRANTY			
YEARS ***5*** MILES **UNLIMITED MILES $550 MAX PER INCIDENT**	880.00	40RAM	880.00
YEARS ____ MILES ____			
MOBILE REPAIR AND MAINTENANCE REIMBURSEMENT			
YEARS ***4*** MILES **UNLIMITED MILES $300 MAX PER INCIDENT**	940.00	40M97	940.00
CHASSIS WARRANTY: CHOOSE ONLY ONE			
BRAND ***IC*** MODEL ***CE PB110***			
YEARS ***1*** MILES ***UNLIMITED*** STANDARD WARRANTY			
YEARS ***3*** MILES ***50,000***	1,000.00		
YEARS ***5*** MILES ***100,000***	3,000.00		

YEARS 6 MILES 150,000	4,700.00		
YEARS 7 MILES 150,000	6,800.00		
TOTAL NON-TAXABLE CHARGES			8,730.00

TOTAL COST OF YOUR SCHOOL BUS: 181,868.57

TRADE-INS (IF APPLICABLE)

AMOUNT ALLOWED FOR TRADE-IN OF ONE UNIT — **MUST BE A NEGATIVE NUM** 0.00

LIST AS A NEGATIVE NUMBER (-MINUS)

YOU MAY ENTER THE ACTUAL PRICE FOR ONE UNIT
OR THE AVERAGE PRICE FOR MULTIPLE UNITS

TAXABLE AMOUNT DEDUCTED FOR TRADE-IN — **MUST BE A NEGATIVE NUM** 0.00

TOTAL COST OF SCHOOL BUS ALLOWING FOR TRADE-IN: 181,868.57

DAYS FOR DELIVERY (EXPECTED)
(CALCULATED FROM CONFIRMING P.O. TO DELIVERY AT THE DISTRICT)

CONTRACT BOND **$. /1000**

HOGLUND BUS CO, INC
COMPANY NAME

116 E OAKWOOD DRIVE
ADDRESS

MONTICELLO, MN 55362
CITY, STATE, ZIP

763-295-5119
PHONE NUMBER

Brenda Otto
REPRESENTATIVE SIGNATURE

BRENDA OTTO
REPRESENTATIVE

9/9/2025
DATE

Bus Order Agreement

Date: 2/24/2026
Sales Rep: Bryan Techel

NCBE Quote ID # or Stock #: 076893-03 **Bid Type:** Sourcewell
(State, Formal, Sourcewell, etc.)

Customer Name: Richfield Public Schools

Address: 401 70th Street W Richfield, MN 55423

Contact Name: Dan Mcginn **Email Address:** Dan.Mcginn@rpsmn.org

Phone Number: 612-798-6077 **Fax Number:**

Financing: ☐ YES ☐ NO ***If Yes: Please Complete REQUIRED Lender Information Section On Page #2**

Be it known that (Buyer) **Richfield Public Schools** agrees to purchase from North Central Bus & Equipment, Inc. (Seller) the following described items as listed below and any attachments:

Qty	Description	Unit Price	Total Price
1	2026 36 Passenger Microbird School Bus	$126,137.00	$126,137.00
-1	Trade Bus # 14	($12,000.00)	($12,000.00)
1	Excise Tax	$7,846.92	$7,846.92
			$0.00
1	Document Fee	$250.00	$250.00
			$0.00
1	TE Plates	$57.00	$57.00
			$0.00
			$0.00
			$0.00
		***Total Bid Price:**	**$122,290.92**

**Tax, Title, Plate, Transfer, and Doc Fees May Apply*

A Final Invoice Will Be Generated and Mailed Prior To Delivery Of Your New Bus, Including All Applicable Fees.

Type of Plates: ☐ **TE** ☐ **SB** ☐ **BY**
Tax Exempt?: ☐ **YES** ☐ **NO**

Bluebird/ Micro bird reserve the right to implement a tariff surcharge at time of invoice on the total invoiced price dependent upon implementation of tariffs on Mexican, Canadian or Chinese imports

Trade-In Information

Plate #	VIN Number	Year / Make / Model, Mileage, Engine, Capacity, Brakes, Transmission	Trade-In Value
944518	1GB6G5BGXE1109813	2014 Chev Microbird, Approximately 80K. (Customer Bus # 14)	$12,000.00

***NOTE: COMPLETE Trade-In Information Is Required BEFORE Delivery With The New MNDRIVE System. This Information Cannot Be Added Later!**

Comments / Additional Information:
Includes REI 3 Interior Camera Head System. 1. Front looking back. 2 Back looking forward, 3. Looking ot Windshield.

Accepted By:

Bryan Techel	
(NCBE Representative)	(Authorized Buyer Representative)
Sales	
(Title)	(Title)
2/24/2026	
(Date)	(Date)

By executing this Bus Order Agreement, Buyer acknowledges it has had an opportunity to review North Central Bus and Equipment, Inc.'s ("North Central") Terms and Conditions located at www.northcentralinc.com/bus-sales and agrees to be bound by North Central's Terms and Conditions regarding this transaction. A printed copy of the Terms and Conditions is available upon request.

NEW Required Information

EFFECTIVE NOVEMBER 1ST, 2020

This information is now required as part of the transition from MNLARS to MNDRIVE E-Services for Dealers. This information is required in order to process the title application for the customer, which now **must be completely electronically before delivery!**

BUSES CANNOT BE DELIVERED TO THE CUSTOMER WITHOUT THIS INFORMATION

Date: 2/24/2026
Sales Rep: Bryan Techel

NCBE Stock Number: 076893-03

Customer Name: Richfield Public Schools

Address: 401 70th Street W Richfield, MN 55423

Contact Name: Dan Mcginn **Email Address:** Dan.Mcginn@rpsmn.org

Phone Number: 612-798-6077

LIENHOLDER INFORMATION, IF APPLICABLE

Financial Institution:

Address:

Contact Name: **Email Address:**

VERY IMPORTANT: LIENHOLDER INFORMATION CANNOT BE ADDED OR ALTERED AFTER IT'S ENTERED

INSURANCE INFORMATION

Company Name:

Policy #: **Expiration Date:**

UNIT# 5	YEAR	2015	VIN #	4DRBUAAN7FB516121				COST	$109,047		ODOM.	67,490		HOURS	5,779
	RICHFIELD PUBLIC SCHOOLS														
2/18/2026	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	TOTALS
ENGINE	168	565	121	441	272	438	388	398	259	259	529	6115	328		$10,281
TRANS.	0	9	115	10	113	0	0	8	0	158	0	118	0		$531
BRAKES	0	28	314	19	0	19	24	74	0	0	103	194	0		$775
FT. BRAKES	0	0	0	0	0	0	0	0	0	0	0	0	0		$0
RR. BRAKES	24	0	0	0	0	0	0	422	0	0	0	0	0		$446
BODY WORK	0	0	0	0	0	0	9130	3476	0	0	8374	7731	0		$28,711
TIRES	0	0	0	0	0	1075	0	0	0	0	0	1330	0		$2,405
STEERING/SUP	0	0	0	0	0	211	0	0	0	0	0	0	0		$211
EXHAUST	0	0	0	0	15	0	940	0	0	0	17	0	0		$972
INTERIOR	61	0	0	0	0	0	0	18	0	0	0	0	0		$79
BAT.,ALT.,START	0	0	0	0	0	850	137	267	0	0	12	0	0		$1,266
EXTERIOR	0	0	0	0	0	9	0	15	0	0	74	0	0		$98
ELECTRICAL	0	0	113	39	0	32	0	0	0	0	0	0	0		$184
HEATING / AC	0	37	0	109	16	497	34	16	0	0	30	74	0		$813
LIGHTS	0	0	55	8	0	6	4	118	70	119	0	18	0		$398
GLASS	0	0	88	0	0	58	0	433	41	0	127	43	0		$790
UPHOLSTERY	35	60	0	13	0	549	0	208	213	128	0	5	0		$1,211
SHOP SUPPLIES	20	40	32	32	34	44	10	15	23	26	13	45	15		$349
SAFETY EQT.	60	0	3	31	141	54	0	9	0	0	15	16	0		$329
YEARLY TOTAL	368	739	841	702	591	3,842	10,667	5,477	606	690	9,294	15,689	343		
GRAND TOTAL															$49,849.00

UNIT# 6	YEAR	2015	VIN #	4DRBUAAN9FB516122				COST	$109,047		ODOM.	88,825		HOURS	6,930
	RICHFIELD PUBLIC SCHOOLS														
2/18/2026	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	TOTALS
ENGINE	168	240	423	1009	390	2585	235	190	753	728	5535	1109	0		$13,365
TRANS.	0	9	0	10	103	0	8	30	0	148	0	131	0		$439
BRAKES	0	28	37	19	26	3	57	0	23	23	45	35	0		$296
FT. BRAKES	0	0	0	2	0	0	0	0	0	0	34	0	0		$36
RR. BRAKES	24	0	0	361	0	0	0	0	0	0	0	586	0		$971
BODY WORK	0	0	0	632	0	100	3304	0	0	7533	14	3153	0		$14,736
TIRES	0	0	0	1150	0	0	0	0	0	0	0	0	0		$1,150
STEERING/SUP	0	0	0	0	0	4	136	0	0	0	0	161	0		$301
EXHAUST	0	0	0	0	0	9	0	0	5540	457	0	0	0		$6,006
INTERIOR	61	0	0	0	0	15	41	0	0	0	0	88	0		$205
BAT.,ALT.,START	0	0	0	0	0	0	25	267	0	0	0	0	0		$292
EXTERIOR	0	0	26	21	51	25	0	0	0	89	0	0	0		$212
ELECTRICAL	0	0	0	0	0	103	0	30	0	0	0	0	0		$133
HEATING / AC	0	0	95	74	19	10	36	0	0	41	9	0	0		$284
LIGHTS	0	44	8	0	28	20	0	0	4	0	0	0	0		$104
GLASS	0	0	32	0	0	73	160	113	0	525	34	140	0		$1,077
UPHOLSTERY	0	12	0	90	357	30	0	226	0	232	86	75	0		$1,108
SHOP SUPPLIES	20	40	43	30	54	40	10	20	30	26	52	43	0		$408
SAFETY EQT.	70	0	37	0	8	316	0	30	19	0	16	13	0		$509
YEARLY TOTAL	343	373	701	3,398	1,036	3,333	4,012	906	6,369	9,802	5,825	5534	0		
GRAND TOTAL															$41,632.00

UNIT# 14	YEAR	2014	VIN #	1GB6G5BGXE1109813				COST	$48,608		ODOM.	75,540		HOURS	7495
	RICHFIELD PUBLIC SCHOOLS														
2/18/2026	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026		TOTALS
ENGINE	18	58	38	55	71	79	71	106	85	0	190	100	50		$921
TRANS.	0	0	66	56	0	59	0	0	0	72	0	0	0		$253
BRAKES	0	0	0	0	0	0	24	0	0	0	0	0	0		$24
FT. BRAKES	0	0	0	0	0	85	0	0	0	0	0	398	0		$483
RR. BRAKES	0	0	0	257	41	75	0	0	0	0	0	0	0		$373
BODY WORK	0	0	0	12	7,171	0	0	0	0	0	0	3,367	0		$10,550
TIRES	0	0	0	675	349	0	0	353	0	0	0	784	0		$2,161
STEERING/SUP	0	0	0	0	0	0	168	764	0	0	0	0	0		$932
EXHAUST	0	0	0	0	6	82	0	10	13	0	0	0	0		$111
INTERIOR	45	0	0	0	0	0	37	0	0	0	0	0	0		$82
BAT.,ALT.,START	0	0	0	0	0	0	114	25	0	0	0	0	0		$139
EXTERIOR	115	0	0	0	18	25	0	0	0	0	0	0	0		$158
ELECTRICAL	0	0	103	0	0	15	0	227	0	0	0	0	0		$345
HEATING / AC	0	0	37	0	0	0	64	0	0	0	0	125	0		$226
LIGHTS	88	0	0	0	7	123	380	0	0	0	81	0	49		$728
GLASS	0	0	0	0	0	0	0	24	24	0	558	170	0		$776
UPHOLSTERY	0	0	0	0	0	0	0	0	0	0	0	0	1,134		$1,134
SHOP SUPPLIES	18	18	14	28	22	24	0	22	12	0	18	25	10		$211
SAFETY EQT.	60	12	13	0	0	240	12	58	0	0	23	12	0		$430
YEARLY TOTAL	344	88	271	1,083	7,685	807	870	1,589	134	72	870	4,981	1,243		
GRAND TOTAL															$20,037.00

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 2026

SUBJECT: Sheridan Hills Partial Roof Replacement

(Recommended by the superintendent)

That the board of education authorize the administration's request to proceed with the Sheridan Hills School 2026 partial roofing project with Tremco and McPhillips Bros. Roofing Co in the amount of $836,000.

Background

(Prepared by Bob Olson & Craig Holje)

The project, outlined on the attachment, is paid through Long Term Facility Maintenance (LTFM) revenue. While the original FY27 LTFM plan approved in June 2025 did not include this level of roofing project, the District will be amending the LTFM plan and budget this summer to reallocate funds from building envelope to roofing systems when it submits its new ten-year plan.

The project bids came in higher than originally anticipated due to more extensive work that was identified as necessary during site testing. Due to the significant increase in the cost of the project, the District is moving forward with the value engineering project option that would move part of the roofing project to a later time, as it was determined not to be critical to complete with this project.

The project would begin in June 2026, with a completion date of September 2026. This project is through a Joint Powers agreement through BrightWorks' Cooperative Purchasing Connection agreement and does not require a formal bid. Tremco, Inc. is our consultant and will prepare the plans and specifications for the project, as well as provide project management and quality control services.

TREMCO™
Roofing and Building Maintenance

February 11th, 2026

Richfield Public Schools
401 70th Street W
Richfield, MN 55423

RE: Letter of Recommendation - 2026 Partial Reroof at Sheridan Hills Elementary School

Mr. Bob Olson,

Tremco has completed its review of the bid packages submitted for the 2026 Partial Reroof project at Sheridan Hills Elementary School. The bids that were received did come in higher than originally anticipated due to some of the difficulties of the project that arose during the project planning process. Our diagnostics and site testing determined that more extensive work was necessary to remove existing deteriorated insulation and roofing components. Considering the added scope, the bid numbers that were received are in line with other projects of similar scope and size.

During the post-bid review process, Tremco coordinated with the apparent low bidder to review potential scope revisions to provide additional flexibility for the District. We determined that a few roof areas could be removed from this year's scope of work and could be completed at a later date if necessary. Below is a break down of the base bid and potential value engineering option:

Base Bid Total including Roof Areas A1, C1, C2, D1, D2, E1, and E2:	$935,000.00
Value Engineering deduct to remove Roof Areas C1, C2, E1 and E2:	($98,200.00)
Potential Value Engineering Project Total:	$836,000.00

Our recommendation is to award the Base Bid if the District has the funding available to accommodate the additional cost implications; however, if a lower cost option is necessary, we are comfortable proceeding with the value engineering option.

The apparent low bidder for this project is McPhillips Bros. Roofing Co. A comprehensive post-bid interview was conducted to confirm project feasibility, pricing accuracy, and schedule compliance. McPhillips Bros. is confident in their bid numbers and proposed schedule.

Based on the post-bid interview, the submitted bid package, and their extensive and successful performance history on prior Tremco-supported projects, we recommend awarding this project to McPhillips Bros. Roofing Co.

Please feel free to contact me with any questions or concerns.

Sincerely,

Brandon Klukow
Sr. Roofing Advisor
Tremco Inc.
612-991-6995
bklukow@tremcoinc.com

Richfield School District

2026 Partial Reroof at Sheridan Hills Elementary

OWNER: Richfield Public Schools

MANUFACTURER'S REPRESENTATIVE: Tremco Roofing and Building Maintenance

	BIDDER	BIDDER	BIDDER
	Berwald Roofing Company 2440 North Charles N. St. Paul, MN 55109 651-777-7411	**John A. Dalsin & Son, Inc.** 2830 S. 20th Ave. Minneapolis, MN 55407 612-729-9934	**McPhillips Bro's Roofing** 2590 Centennial Dr. N. St. Paul, MN 55109 651-777-2062
Bid Security	X	X	X
Addenda Received	1,	1	1
# of Workdays	25	45	20
BASE BID			
Roof Areas A1, C1, C2, D1, D2, E1 & E2	$ 1,033,000.00	$ 964,939.00	$ 935,000.00
VALUE ENGINEERING -			
Remove Areas C1, C2, E1 & E2	$ -	$ -	$ (98,200.00)
UNIT PRICES			
UP #1 - Replace Deteriorated Wood Blocking	$ 4.00	$ 4.65	$ 8.00
UP #2 - Remove and Replace Drain Bowl	$ 2,800.00	$ 2,800.00	$ 3,000.00
UP #3 - Replace Deteriorated Insulation	$ 4.00	$ 4.65	$ 8.00
BID CALCULATIONS			
BASE BID TOTAL	$ 1,033,000.00	$ 964,939.00	**$ 836,800.00**

SECTION 004113 – QUOTATION FORM

2/5, 2026
(Month, Day)

M^c Phillips Bros. Roofing Co.
2590 Centennial Dr.
No. St. Paul, Mn. 55109

Mr. Robert Olson
Director of Facilities
Richfield Public Schools
401 70th Street W
Richfield, MN 55423

Re: Proposal for 2026 Partial Roof Replacement at Sheridan Hills Elementary
AEPA National IPA Customer Proposal No. MN-#025D-350890

Service Notification No. 5071863

Dear Mr. Olson,

Having carefully examined the instructions for quotations, project specifications, drawings, supporting documents and addenda issued prior to this date, we propose to furnish all labor, materials, equipment, transportation, and other services required to successfully accomplish the work in accordance with the project documents.

This proposal and any work performed related to this proposal will be provided in accordance with the project documents and the terms, conditions and criteria established by AEPA IFB #025D - Roofing Products and Services. The Proposer will be solely responsible for delivering the project in accordance with AEPA IFB #025D and the project documents.

A. Base Quotation #1- Replacement/ restoration of roof areas A1, C1, C2, D1, D2, E1 & E2

nine hundred and thirty five thousand Dollars ($ 935,000 00)
(State the bid in text and in numerals on the lines above)

B. Unit Pricing: Provide unit pricing for the following:
   a. Cost per board foot to replace deteriorated wood blocking: $ 8 00
   b. Cost to replace damaged drain bowl assembly: $ 3,000
   c. Cost per board foot to replace deteriorated insulation: $ 8, 00

C. Addendum: The Proposer has received addendum numbers #1 and incorporated provisions of such addendums in this quotation.

D. The Proposer acknowledges scheduling for the construction of the specified project, which includes pre-construction activities, construction per major discipline, completion, project close out and commissioning.
   d. Number of workdays necessary 18-20 days

E. Accompanying this quotation is a certified check payable to Richfield Public Schools in an amount equal to five percent (5%) of the total amount of the bid, or a bid bond for five percent (5%) of the total amount of the bid

The owner and their representatives reserve the right to waive any irregularities, to reject any or all Proposals, or to accept any Proposal.

Executed on 2/5, 2026

McPhillips Bros. Taxpayer I.D. No.: 41-1591988
Contractor

By: Patrick Peterson
(Authorized Representative)

Whose address is:

2590 Centennial Dr
No. St. Paul Mn 55109

Telephone No.: 651-770-2062
Fax No.: 651-770-2891

Sworn to and subscribed before me this 5th day of Feb., 20 26
Notary Public in and for the State of MN

Signature of ~~Notary~~
Expiration Date of Notary Public Commission: 01/31/2030

KIMBERLY J PLEAU
NOTARY PUBLIC
MINNESOTA
My Commission Expires Jan. 31, 2030

RESPONSIBLE CONTRACTOR
AFFIDAVIT AND ACKNOWLEDGEMENT

STATE OF MN)
) SS
COUNTY OF Ramsey)

THE UNDERSIGNED, being duly sworn, on this 5th day of Feb, 2026 appeared before me, and swore under oath as follows:

1. I am Steve Johnson V. Pres, of
(Contractor's Name and Title)
McGillis Bros. Roofing and duly authorized
(Name of Company)
as owner or officer of the above company to sign this Affidavit.

2. I warrant and represent full compliance with the minimum criteria as set out in Minnesota Statute 16C.285, Subd 3.

3. The following is a list of all first tier subcontractors that will be retained for work on the project:

Ext. Maint. Corp - Hugo, Minn

Steve Johnson V. Pres
Signature

Sworn to and subscribed to before me
this 12 day of August, 2025
Bridget Kliewer
Notary Public Sherburne County
My commission expires: 1/31/30

BRIDGET KLIEWER
NOTARY PUBLIC
MINNESOTA
My Commission Expires Jan. 31, 2030

RLI Insurance Company
P.O. Box 3967 Peoria IL 61612-3967
Phone: 309-692-1000 Fax: 309-692-8637

BID BOND

Bond No. _____

KNOW ALL MEN BY THESE PRESENTS,
That We, McPhillips Bros. Roofing Company
of 2590 Centennial Drive, St. Paul, MN 55109
as Principal, and **RLI Insurance Company**, of Peoria, Illinois, as Surety, an Illinois corporation duly licensed to do business in the State of Minnesota, are held and firmly bound unto Richfield Public Schools, 401 W 70th St, Richfield, MN 55423, as Obligee, in the penal sum of Five Percent of the Bid (5%), for the payment of which the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, That whereas the Principal has submitted, or is about to submit, a proposal or a bid to the Obligee on a contract for Partial reroof @ Sheridan Hills Elementary, 6400 Sheridan Ave S, Richfield, MN 55423.

NOW, THEREFORE, if the aforesaid principal shall be awarded the contract, the said principal will within the period specified therefore, or if no period be specified, within ten (10) days after the notice of such award enter into a contract and give bond for the faithful performance of the contract, then this obligation shall be null and void, otherwise the principal and the surety will pay unto the obligee the difference in money between the amount of the bid of said principal and the amount for which the obligee may legally contract with another party to perform the work if the latter amount be in excess of the former, in no event shall the liability hereunder exceed the penal sum hereof.

PROVIDED AND SUBJECT TO THE CONDITION PRECEDENT, that any suits at law or proceedings in equity brought or to be brought against the Surety to recover any claim hereunder must be instituted and service had upon the Surety within ninety (90) days after the acceptance of said bid of the Principal by the Obligee.

SIGNED, SEALED AND DATED this 3rd day of February, 2026.

McPhillips Bros. Roofing Company
Principal

By: _____
Stephen Johnson — Vice President

RLI Insurance Company

By: Estelle Sokol
Estelle Sokol — Attorney-In-Fact

ADDRESS ALL CORRESPONDENCE TO:
RLI Surety
P.O. Box 3967
Peoria, IL 61612
309-692-1000

POWER OF ATTORNEY

RLI Insurance Company
Contractors Bonding and Insurance Company

9025 N. Lindbergh Dr. Peoria, IL 61615
Phone: 800-645-2402

Know All Men by These Presents:

That this Power of Attorney is not valid or in effect unless attached to the bond which it authorizes executed, but may be detached by the approving officer if desired.

That **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, each an Illinois corporation, (separately and together, the "Company") do hereby make, constitute and appoint:

Mark Nordahl, Stuart J Gish, Mary A Miller, Chris Markfort, Estelle Sokol, Melinda Griese, jointly or severally

in the City of Maplewood, State of Minnesota its true and lawful Agent(s) and Attorney(s) in Fact, with full power and authority hereby conferred, to sign, execute, acknowledge and deliver for and on its behalf as Surety, in general, any and all bonds and undertakings in an amount not to exceed **Twenty Five Million** Dollars (**$25,000,000.00**) for any single obligation.

The acknowledgment and execution of such bond by the said Attorney in Fact shall be as binding upon the Company as if such bond had been executed and acknowledged by the regularly elected officers of the Company.

RLI Insurance Company and/or **Contractors Bonding and Insurance Company**, as applicable, have each further certified that the following is a true and exact copy of a Resolution adopted by the Board of Directors of each such corporation, and is now in force, to-wit:

> "All bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation shall be executed in the corporate name of the Company by the President, Secretary, any Assistant Secretary, Treasurer, or any Vice President, or by such other officers as the Board of Directors may authorize. The President, any Vice President, Secretary, any Assistant Secretary, or the Treasurer may appoint Attorneys in Fact or Agents who shall have authority to issue bonds, policies or undertakings in the name of the Company. The corporate seal is not necessary for the validity of any bonds, policies, undertakings, Powers of Attorney or other obligations of the corporation. The signature of any such officer and the corporate seal may be printed by facsimile."

IN WITNESS WHEREOF, the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, as applicable, have caused these presents to be executed by its respective Sr. Vice President with its corporate seal affixed this 15th day of September, 2025.

CONTRACTORS BONDING AND INSURANCE COMPANY CORPORATE SEAL ILLINOIS

RLI INSURANCE COMPANY CORPORATE SEAL ILLINOIS

RLI Insurance Company
Contractors Bonding and Insurance Company

By: _____
Eric Raudins — Sr. Vice President

State of Ohio
County of Cuyahoga } SS

On this 15th day of September, 2025, before me, a Notary Public, personally appeared Eric Raudins, who being by me duly sworn, acknowledged that he signed the above Power of Attorney as the aforesaid officer of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** and acknowledged said instrument to be the voluntary act and deed of said corporation.

By: _____
Jill A. Scott — Notary Public

NOTARIAL SEAL STATE OF OHIO
JILL A. SCOTT
Notary Public, State of Ohio
My Commission Expires:
September 22, 2030

CERTIFICATE

I, the undersigned officer of **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company**, do hereby certify that the attached Power of Attorney is in full force and effect and is irrevocable; and furthermore, that the Resolution of the Company as set forth in the Power of Attorney, is now in force. In testimony whereof, I have hereunto set my hand and the seal of the **RLI Insurance Company** and/or **Contractors Bonding and Insurance Company** this 3rd day of February, 2026.

RLI Insurance Company
Contractors Bonding and Insurance Company

By: _____
Christina Dean — Corporate Secretary

CORPORATE ACKNOWLEDGMENT

State of Minnesota

County of Ramsey }ss

On the 3rd day of February 2026 before me, personally appeared depose Stephen Johnson to me known, who being by me duly sworn, did and say that he resides in Minnesota, that he is the Vice President, of the McPhillips Bros. Roofing Co., the corporation described in and which executed the foregoing instrument; that he knows the seal of said corporation; that the seal affixed to said instrument is such corporate seal; that it was so affixed by order of the Board of Directors of said corporation' and that he signed his name thereto by like order.

Melinda Marie Griese

Notary Public Melinda Marie Griese

County Ramsey

My Commission Expires January 31, 2030

MELINDA MARIE GRIESE
NOTARY PUBLIC
(Seal) MINNESOTA
My Commission Expires Jan. 31, 2030

ACKNOWLEDGMENT OF CORPORATE SURETY

STATE OF MINNESOTA)
) ss
COUNTY OF RAMSEY)

On this 3rd day of February 2026, before me appeared Estelle Sokol to me personally known, who being by me duly sworn, did say the she is the aforesaid officer or attorney in fact of the RLI Insurance Company, a corporation; that the seal affixed to the foregoing instrument is the corporate seal of said corporation, and that said instrument was signed and sealed in behalf of said corporation by the aforesaid officer, by authority of it Board of Directors; and the aforesaid officer acknowledged said instrument to be the free act and deed of said corporation.

Melinda Marie Griese

Notary Public: Melinda Marie Griese

County: Ramsey

My Commission Expires: January 31, 2030

MELINDA MARIE GRIESE
NOTARY PUBLIC
MINNESOTA
My Commission Expires Jan. 31, 2030

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 2026

SUBJECT: RESOLUTION DISCONTINUING POSITIONS FOR 2026-2027

(Recommended by the Superintendent)

That the board of education approve the attached resolution which eliminates certified positions within specific licensure areas as recommended to achieve the necessary staffing for 2026-2027.

Background Information

(Prepared by Michelle Axell and Craig Holje)

23.25 FTE certified positions need to be eliminated for the 2026-2027 school year in order to adjust staffing to the projected student enrollment and the associated revenue in the formula allowance. In addition, staffing also addresses fluctuation in grade levels and course registrations. Adjustments were also made to account for program needs and necessary budget reductions.

2026-2027 staffing will maintain current average class sizes. Staffing may be increased later this spring once additional revenue and student registration information is available.

Attached:
Resolution Discontinuing Positions for 2026-2027

NEW BUSINESS - FOR ACTION **March 16, 2026** **Agenda Item VI.C.**

RESOLUTION DISCONTINUING POSITIONS

WHEREAS financial limitations, because of multiple factors including enrollment changes, applicable to Independent School District No. 280 (Richfield) have restricted the amount of revenue available to the School District in the school year 2026-2027; and

WHEREAS a need exists to provide a sound educational program commensurate with the financial resources available; and

NOW THEREFORE BE IT RESOLVED that the position(s) of:

Elementary/Secondary FTE Reductions:	
Elementary Teacher	7.0
English Language (EL)	3.4
Teacher on Special Assignment	2.1
Assistant Principal -Elementary	1.0
Reading -Secondary	1.0
School Nurse	1.0
Social Studies	2.0
Science	1.0
Social Worker	1.0
Physical Education	1.50
STEM -Elementary	0.60
Dual Language Immersion -Secondary	0.46
Technology Education -Elementary	0.60
ECFE Teacher	0.25
ECFE Parent Educator	0.15
Band	0.10
French	0.09
Total :	**23.25**

be and the same hereby is/are discontinued pursuant to the provision of Minn. Stat. Sec. 122A.40.

Chair: _____

Clerk: _____

Date: _____

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 2026

SUBJECT: NOTICE OF RESOLUTION PROPOSING TO DISCONTINUE TEACHING CONTRACTS AND TO PLACE TEACHERS ON UNREQUESTED LEAVE OF ABSENCE

(Recommended by superintendent)

That the board of education approve the attached resolutions proposing to discontinue the teaching contracts and to place the teachers on unrequested leave of absence.

Attached:
Resolutions Proposing to Discontinue Teaching Contracts

Agenda Item VI.D.1.

RESOLUTION PROPOSING TO DISCONTINUE
THE TEACHING CONTRACT OF

Gatha Tara Howard-Felician

BY PLACING SUCH TEACHER ON
UNREQUESTED LEAVE OF ABSENCE

WHEREAS the School Board of Independent School District No. 280 has determined that it is necessary to reduce the number of teachers employed in the School District because of financial limitations or the need to discontinue positions; and

WHEREAS the School Board of Independent School District No. 280 has discontinued the position of **Dean of Students** because of financial limitations or the need to discontinue positions; and

WHEREAS **Gatha Tara Howard-Felician** appears to be the teacher where contract must be discontinued by operation of the seniority provision contained in the Master Agreement entered into between the Richfield School Board and the Education Richfield;

NOW THEREFORE BE IT RESOLVED by the School Board of Independent School District No. 280 as follows:

(1) The continuing contract of **Gatha Tara Howard-Felician**, a teacher in said school district is proposed to be discontinued and said teacher is proposed to be placed on unrequested leave of absence, effective at the beginning of the **2026-2027** school year pursuant to Article X, Section 9 or 10, of the Master Agreement between the School Board of the Richfield School District and the Education Richfield.

(2) That written notice be sent to said teacher regarding the proposed discontinuance and placement on unrequested leave of absence.

C

Agenda Item VI.D.2.

RESOLUTION PROPOSING TO DISCONTINUE
THE TEACHING CONTRACT OF

Libby Nelson

BY PLACING SUCH TEACHER ON
UNREQUESTED LEAVE OF ABSENCE

WHEREAS the School Board of Independent School District No. 280 has determined that it is necessary to reduce the number of teachers employed in the School District because of financial limitations or the need to discontinue positions; and

WHEREAS the School Board of Independent School District No. 280 has discontinued the position of **School Nurse** because of financial limitations or the need to discontinue positions; and

WHEREAS **Libby Nelson** appears to be the teacher where contract must be discontinued by operation of the seniority provision contained in the Master Agreement entered into between the Richfield School Board and the Education Richfield;

NOW THEREFORE BE IT RESOLVED by the School Board of Independent School District No. 280 as follows:

(1) The continuing contract of **Libby Nelson**, a teacher in said school district is proposed to be discontinued and said teacher is proposed to be placed on unrequested leave of absence, effective at the beginning of the **2026-2027** school year pursuant to Article X, Section 9 or 10, of the Master Agreement between the School Board of the Richfield School District and the Education Richfield.

(2) That written notice be sent to said teacher regarding the proposed discontinuance and placement on unrequested leave of absence.

C

Agenda Item VI.D.3.

RESOLUTION PROPOSING TO DISCONTINUE
THE TEACHING CONTRACT OF

Bethany Theobald

BY PLACING SUCH TEACHER ON
UNREQUESTED LEAVE OF ABSENCE

WHEREAS the School Board of Independent School District No. 280 has determined that it is necessary to reduce the number of teachers employed in the School District because of financial limitations or the need to discontinue positions; and

WHEREAS the School Board of Independent School District No. 280 has discontinued the position of **Student Engagement Specialist** because of financial limitations or the need to discontinue positions; and

WHEREAS **Bethany Theobald** appears to be the teacher where contract must be discontinued by operation of the seniority provision contained in the Master Agreement entered into between the Richfield School Board and the Education Richfield;

NOW THEREFORE BE IT RESOLVED by the School Board of Independent School District No. 280 as follows:

(1) The continuing contract of **Bethany Theobald**, a teacher in said school district is proposed to be discontinued and said teacher is proposed to be placed on unrequested leave of absence, effective at the beginning of the **2026-2027** school year pursuant to Article X, Section 9 or 10, of the Master Agreement between the School Board of the Richfield School District and the Education Richfield.

(2) That written notice be sent to said teacher regarding the proposed discontinuance and placement on unrequested leave of absence.

Agenda Item VI.D.4.

RESOLUTION PROPOSING TO DISCONTINUE
THE TEACHING CONTRACT OF

Stacey Wright

BY PLACING SUCH TEACHER ON
UNREQUESTED LEAVE OF ABSENCE

WHEREAS the School Board of Independent School District No. 280 has determined that it is necessary to reduce the number of teachers employed in the School District because of financial limitations or the need to discontinue positions; and

WHEREAS the School Board of Independent School District No. 280 has discontinued the position of **ECFE Parent Educator** because of financial limitations or the need to discontinue positions; and

WHEREAS **Stacey Wright** appears to be the teacher where contract must be discontinued by operation of the seniority provision contained in the Master Agreement entered into between the Richfield School Board and the Education Richfield;

NOW THEREFORE BE IT RESOLVED by the School Board of Independent School District No. 280 as follows:

(1) The continuing contract of **Stacey Wright**, a teacher in said school district is proposed to be discontinued and said teacher is proposed to be placed on unrequested leave of absence, effective at the beginning of the **2026-2027** school year pursuant to Article X, Section 9 or 10, of the Master Agreement between the School Board of the Richfield School District and the Education Richfield.

(2) That written notice be sent to said teacher regarding the proposed discontinuance and placement on unrequested leave of absence.

C

Agenda Item VI.D.5.

RESOLUTION PROPOSING TO DISCONTINUE
THE ADMINISTRATIVE CONTRACT OF

Jonathan Heyer

BY PLACING SUCH ADMINISTRATOR ON
UNREQUESTED LEAVE OF ABSENCE

WHEREAS the School Board of Independent School District No. 280 has determined that it is necessary to reduce the number of administrators employed in the School District because of financial limitations or the need to discontinue positions; and

WHEREAS the School Board of Independent School District No. 280 has discontinued the position of **Assistant Principal** because of financial limitations or the need to discontinue positions; and

WHEREAS **Jonathan Heyer** appears to be the assistant principal where contract must be discontinued by operation of seniority-;

NOW THEREFORE BE IT RESOLVED by the School Board of Independent School District No. 280 as follows:

(1) The continuing contract of **Jonathan Heyer**, an assistant principal in said school district is proposed to be discontinued and said assistant principal is proposed to be placed on unrequested leave of absence, effective at the beginning of the **2026-2027** school year pursuant to Minnesota Statutes Section 122A.40, subdivision 7, as amended.

(2) That written notice be sent to said principal regarding the proposed discontinuance and placement on unrequested leave of absence.

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 2026

Subject: Community Use of School Facilities and Grounds

(Recommended by the superintendent)

Passage upon a single read of Policy 979: Community Use of School Facilities and Grounds. This policy was recently updated in December of 2024. One additional change is recommended at this time – changing the high school tennis courts from a designated open area for use by the public to an area that is available for use on a permit basis. This is necessary in order to maintain the condition of the courts.

Attachments:
Policy 979: Community Use of School Facilities and Grounds - redlined

RICHFIELD PUBLIC SCHOOLS

COMMUNITY USE OF SCHOOL FACILITIES AND GROUNDS

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

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

II. DEFINITIONS

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

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

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

D. For the purposes of this policy:

1. A Richfield group, organization or activity shall consist of 75% or more of school district residents and/or enrolled RPS students.

2. A large group consists of 30 or more people

3. A small group consists of fewer than 30 people

III. RULES AND REGULATIONS

A. Permits will be issued on a one hour minimum basis.

B. Groups Permitted to Request Use of Facilities:

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

Access to District facilities by group is categorized as follows:

1. *Category 1 - Richfield Public Schools/City of Richfield*
(Highest priority listed first)

a. School-sponsored activities
b. Community Education
c. School building and/or district parent involvement programs
d. Functions of school-related organizational meetings
e. Richfield Public Schools reunions and other approved alumni events
f. City government use
g. Parks and recreation
h. Essential community activities, including city-wide elections and party caucuses/primaries on sanctioned dates
i. Emergency services, including disaster relief

2. *Category 2 - Richfield Youth Organizations and Activities*

a. Richfield youth organization activities for small groups after school
b. Richfield youth organizations (e.g. Richfield Baseball, Inc., Richfield Basketball Association, Richfield Soccer Association, etc.)
c. Youth athletic organizations as recommended by athletic director and approved by the superintendent (athletic feeder programs, etc.)

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

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

4. *Category 4 - Other Non-Profit Organizations*

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

5. *Category 5 - For Profit Organizations*

a. For profit groups that want to use buildings or grounds for educational or recreational activities

Buildings and grounds may NOT be used for advertising, to make a profit, or for commercial enterprise.

C. Fundraising Activities and Events

Any category 3 or 4 user group will be charged the category 5 rates for fundraising activities and events that occur on Saturday, Sunday or holidays, when an admission fee is charged.

D. Permit Required

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

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

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

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

E. Approving of Permits

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

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

3. Priority will be given first to Richfield Public Schools, then to groups requesting use of the same space and timeframe they have scheduled in previous years, then to category 1 and category 2, and then by the date of application. The activities director may approve a different prioritization on a case-by-case basis if approved by the superintendent.

4. There may be circumstances when a Richfield Public Schools activity needs to be rescheduled. If this happens and a conflict occurs, the District activity or program has priority. Every effort will be made to find an alternate facility for the non-district organization or individual. Resolution of conflicts will be handled between the building administration and the Facilities Use Office. No group other than Richfield Public Schools will be allowed to displace a previously confirmed group from their scheduled space.

F. Closing of Playgrounds

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

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

IV. CHARGES

A. No facility use fee or rental charge will be assessed for groups identified in category 1, unless there is a special agreement in place.

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

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

	Category 1	**Category 2**	**Category 3**	**Category 4**	**Category 5**
	Richfield Public Schools / City of Richfield	Richfield Youth Group Organizations and Activities	Richfield Non-Profit Community Organizations and Activities	Other Non-Profit Organizations including Universities, colleges and vocational schools	For-Profit Organizations
All listed charges are per hour unless otherwise specified.					
Permit Fee		$20.00/season	$25.00	$25.00	$30.00
Classrooms					
General Classroom	No Charge	$5.00	$10.00	$20.00	$40.00
Large Classroom/ Choir/Band	No Charge	$5.00	$15.00	$30.00	$60.00
Computer Lab	No Charge	$5.00	$25.00	$50.00	$100.00
Media Center	No Charge	$5.00	$25.00	$50.00	$100.00
Conference Room	No Charge	$5.00	$10.00	$20.00	$40.00
Flex Space	No Charge	$5.00	$10.00	$20.00	$40.00
Gymnasiums					
Elementary	No Charge	$10.00	$15.00	$30.00	$60.00
Middle School/ RSTEM	No Charge	$10.00	$25.00	$50.00	$100.00
High School Small	No Charge	$10.00	$25.00	$50.00	$100.00
High School Large	No Charge	$10.00	$35.00	$70.00	$140.00
Locker Room	No Charge	No Charge	$20.00	$40.00	$80.00
Wrestling Room	No Charge	$10.00	$25.00	$50.00	$100.00
Weight Room	No Charge	$10.00	$25.00	$50.00	$100.00

Cafeteria					
Elementary	No Charge	$10.00	$15.00	$30.00	$60.00
Middle School	No Charge	$15.00	$25.00	$50.00	$100.00
High School	No Charge	$15.00	$25.00	$50.00	$100.00
Kitchen					
Elementary	No Charge	$10.00	$20.00	$40.00	$80.00
Middle / High School	No Charge	$15.00	$30.00	$60.00	$120.00
Auditorium					
Middle School	No Charge	$20.00	$40.00	$80.00	$160.00
High School	No Charge	$25.00	$50.00	$100.00	$200.00
Indoor Pool	No Charge	$20.00	$50.00	$80.00	$150.00
Swim Meets	No Charge	$20.00	$50.00	$150.00	$150.00
Special Agreement: City of Richfield, $45.00/hour					

1

Outdoor Sport Areas	**Category 1**	**Category 2**	**Category 3**	**Category 4**	**Category 5**
Track Only	No Charge	$10.00	$25.00	$30.00	$50.00
Tennis Courts	No Charge	$10.00	$25.00	$30.00	$50.00
Grass Field	No Charge	$20.00	$25.00	$30.00	$50.00
Softball Diamond	No Charge	$10.00/game (approximately 1.5 hours)	$25.00/game (approximately 1.5 hours)	$30.00/game (approximately 1.5 hours)	$50.00/game (approximately 1.5 hours)
Baseball Diamond	No Charge	$15.00/game (approximately 3 hours)	$40.00/game (approximately 3 hours)	$50.00/game (approximately 3 hours)	$75.00/game (approximately 3 hours)
Richfield High School Baseball Field	No Charge	$25.00/game (approximately 3 hours;	$75.00/game (approximately 3 hours)	$100.00/game (approximately 3 hours)	$150.00/game (approximately 3 hours)
Special Agreements: Richfield Girls Fastpitch & Richfield Baseball, Inc.: $10.00/day					
Spartan Stadium	No Charge	$40.00	$85.00	$115.00	$150.00
Equipment Charges	**Category 1**	**Category 2**	**Category 3**	**Category 4**	**Category 5**
Score Board Pool	No Charge	No Charge	$25.00/day	$25.00/day	$25.00/day
Score Board Gym	No Charge	No Charge	$25.00/day	$25.00/day	$25.00/day
Volleyball Standards/Nets	No Charge	No Charge	$5.00/court	$5.00/court	$10.00/court
Bleachers	No Charge	No Charge	$10.00/section	$10.00/section	$10.00/section
Concession Stand		No Charge	$25.00/day	$50.00/day	$100.00/day
Auditorium Equipment Charges	No Charge	No Charge	$50.00/day	$50.00/day	$50.00/day
Microphone / Battery Pack	No Charge	No Charge	$10.00/day	$10.00/day	$10.00/day

Scrim	No Charge	$75.00/event	$75.00/event	$75.00/event	$75.00/event
Risers	No Charge	$30.00/event	$30.00/event	$30.00/event	$30.00/event
Portable Stage	No Charge	$40.00/event	$40.00/event	$40.00/event	$40.00/event
DVD / VCR / TV	No Charge	No Charge	$25.00/day	$25.00/day	$25.00/day
LCD Projector	No Charge	No Charge	$50.00/day	$50.00/day	$50.00/day
Projection Screen (portable)	No Charge	No Charge	$15.00/event	$15.00/event	$15.00/event
Piano	No Charge	No Charge	$15.00/event	$15.00/event	$15.00/event

D. A Richfield Public Schools employee must be on duty whenever facilities are in use by categories 3-5. This may include: custodians, kitchen supervisors, auditorium managers, lifeguards, and/or event supervisors. Category 2 groups will require an employee on duty when hosting public events on the weekend inside the high school gymnasiums and for all indoor weekend events in all other District facilities. The Richfield Public Schools employee will supervise the facility, but not the facility user or its activities.

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

V. USE OF EQUIPMENT

Facility users in categories 2, 3, 4 and 5 are expected to supply all their own equipment, such as basketballs, volleyballs, bats, balls, etc. If school equipment is to be used, it needs to be requested at the time of the permit request and equipment charges may be applied. Any unauthorized use of school equipment may result in cancellation of future use of District facilities.

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

VI. INSURANCE

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

B. Insurance Requirements

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

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

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

1. Commercial General Liability

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

2. Workers' Compensation

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

VII. LIMITATIONS OF USE

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

1. In accordance with Policy 105: Tobacco-Free Environment, an adult Native American may use tobacco as part of a traditional Native American spiritual or cultural ceremony. A Native American student may carry a medicine pouch containing loose tobacco intended as observance of traditional spiritual or cultural practices.

2. Any burning of sage or other materials for cultural purposes must be done in a location and manner that does not create a fire hazard. Any non-Richfield Public Schools groups who wish to burn sage or other materials for cultural purposes must have approval from the superintendent for this activity and must coordinate with the director of facilities to ensure that fire alarms will not be activated.

B. School property must be treated with care; the permit holder is responsible for all damages.

1. Any damage to school property must be reported to the Facility Use Office within 24 hours. Failure to report any damage may result in cancellation of future use of District facilities.

2. If satisfactory replacement or payment for any loss or damage is not made, the permit holder's right to future use will be forfeited. The District assumes no liability for loss of personal effects of participants.

C. Appropriate athletic shoes are required for gymnasium use.

D. Rooms or facilities that are not specified and authorized by the permit may not be used.

E. The permit holder is responsible for the conduct of both participants and spectators. To ensure the safety of facilities and participants, all children must be under competent and responsible adult supervision at all times.

F. Adherence to the hours of use designated in the contract is required. If the group does not vacate by the time indicated on the permit, additional charges will be assessed to the permit.

IX. APPLICATIONS AND CANCELLATIONS

Applications for use of buildings must be made electronically through the online building reservation system. The application, if approved, becomes a contract, but the contract may be canceled by either party 72 hours in advance. An application for use of school facilities should be submitted at least two weeks in advance of the scheduled use. Requests made with less than two weeks are difficult to accommodate and may be denied.

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

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

Requests for building use outside of the hours specified below are excluded unless approved by the building principal and/or superintendent. Requests may be submitted for the following hours:

- All outdoor spaces: 4 – 11 p.m.
- Elementary and middle school indoor spaces: 6 – 11 p.m.
- Richfield Middle School pool: 5 a.m. – 11 p.m.
- High school indoor spaces: 4 – 11 p.m.

- District Office boardroom: 7 – 8:30 a.m. and 4 – 11 p.m.

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

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

Cross References:
Policy 105: Tobacco-Free Environment
Policy 413: Staff Use of School Facilities
Policy 801: Student Use of Secondary School Facilities
Policy 803: Leasing School Space

RATIFIED BY THE BOARD OF EDUCATION: September 7, 1982

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

REVISED BY THE BOARD OF EDUCATION: July 21, 1986; December 7, 1987; June 18, 1990, November 21, 1994, September 3, 1996, August 11, 1997, May 15, 2000, March 5, 2001, May 7, 2001; April 19, 2004, April 18, 2005; July 11, 2005; December 17, 2007; February 1, 2010; November 12, 2013; March 18, 2019; November 7, 2022; December 16, 2024

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, March 16, 2026

Subject: Donations

(Recommended by the superintendent)

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

The RHS Spartan Food Shelf received the following donations:

- $350.00 from Emily Schmeling-Fremder of Minneapolis on behalf of Mark & Jody Fremder, Alyssa Olson and Haeyeon Lee
- $250.00 from Elaine Kelash of Richfield
- $200.00 from John & Nicola Wigdahl of Richfield
- $150.00 from Catherine Bender of Richfield
- $100.00 from Kay Alley of Shakopee, MN
- $100.00 from Joseph Blum of Minneapolis
- $100.00 from Anne Ellett of Sylvania, OH
- $100.00 from Helene Haapala of Richfield
- $100.00 from Regina Harris of Richfield
- $100.00 from Allison Hrkac-Budzisz of Richfield
- $100.00 from Allison LaBerge of Richfield
- $100.00 from Rebecca Lowen of Minneapolis
- $100.00 from Keith Maxwell of Arena, WI
- $100.00 from Danielle Miller of Richfield
- $100.00 from Melissa Niemeyer of Tolland, CT
- $100.00 from Alyssa Olson of Minneapolis
- $100.00 from Marge Sagstetter of Oakdale, MN
- $100.00 from Rachel Smith of Minneapolis
- $100.00 from Nate and Morgan Vance of Minneapolis
- $75.00 from Josh Josh of Minneapolis
- $75.00 from Aaron Lissarrague of Edina, MN
- $60.00 from Michael & Helen Solkolski of Richfield
- $50.00 from Megan Bluma of Minneapolis
- $50.00 from Sarah Diebel of Saint Paul
- $50.00 from Liz Grosso of Eagan, MN
- $50.00 from Jessica Hollie of Richfield
- $50.00 from Emily Marti of Minneapolis

- $50.00 from Lauren Styba of Richfield
- $50.00 from Theresa Youngblom of Minneapolis
- 30.00 from Kristen Bradseth of Minneapolis
- $25.00 from Linda Banks of Minneapolis
- $25.00 from Troy Carrillo of Minneapolis
- $25.00 from Shirley Garcia of Burnsville, MN
- $25.00 from Jennie Gustafson of Richfield
- $25.00 from Arend Geurink of Richfield
- $25.00 from Cara Johnson-Blystone of Richfield
- $25.00 from Matthew Koch of Minneapolis
- $25.00 from Diana Konopka of Minneapolis
- $25.00 from Sharon McAleer of Minneapolis
- $25.00 from Alettie Mueller of Minneapolis
- $25.00 from Najma Rabi of Minneapolis
- $25.00 from Danielle Reid of Bloomington, MN
- $25.00 from Ali Schorman of Chandler, AZ
- $25.00 from Lori Vitaioli of Richfield
- $25.00 from Naomi Ward of Burnsville, MN
- $5.00 from Angelina Sikich of Richfield
- Cash donations totaling $4,110.00 received at the Empty Bowls event
- Anonymous donations totaling $405.00