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, April 20, 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 9-38)

1. Elementary & Secondary Education Presentation (pages 10-25)
2. Strategic Planning Process Update (pages 26-38)

C. Commendations (pages 39-40)

IV. CONSENT AGENDA

A. Routine Matters (pages 41-59)

1. Minutes of the Regular Meeting held April 6, 2026 (pages 42-52)
2. General Disbursements as of 4/9/26 in the Amount of $1,060,651.20 (pages 53-57)
3. Year-to-Date Finance Update (pages 58-59)

B. Personnel Items (page 60)

V. OLD BUSINESS

A. Policy 703: Student Activity Fund and Other Organizations & Administrative Guideline 703.1 (pages 61-76)

B. Policy 613: Religion in the Schools & Administrative Guideline 613.1 (pages 77-88)

VI. NEW BUSINESS

A. Resolution to Discontinue Teaching Contracts and Place Teachers on Unrequested Leave of Absence (pages 89-94)

B. Donations (page 95)

VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Suggested/Future Agenda Items

D. Future Meeting Dates

5-4-2026	7 p.m.	Regular Board Meeting
5-18-2026	7 p.m.	Regular Board Meeting – Public Comment

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

IX. REOPEN MEETING

X. ADJOURN REGULAR MEETING

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 20, 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, April 20, 2026

Subject: Ongoing Board Calendar

Upcoming Events to Attend:

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 (Mary Poppins)

Monday, May 4: School Board Meeting, 7 p.m.
Wednesday, May 6: Centennial Walk & Bike to School Day
Thursday, May 7: Centennial Family Garden Night
Wednesday, May 13: RHS Band Concert, 7 p.m.
Thursday, May 14: RHS Time Capsule Unearthed!
Thursday, May 14: RHS Senior Art Showcase, 4 p.m.
Thursday, May 14: Sheridan Hills PreK & Kindergarten Open House, 5:30 p.m.
Friday, May 15: RHS Movie on the Green, 7 p.m.
Friday, May 15-Saturday, May 16: RMS Spring Musical
Thursday, May 28: RCEP Graduation, 5:30 p.m.

Tuesday, June 2: RHS Graduation Ceremony, 7 p.m. at TCO Performance Center, 2685 Vikings Cir, Ste 050, Eagan, MN
Wednesday, June 24: Metro South Adult Education Graduation Ceremony, 6:15 p.m. at Kennedy High School, 9701 Nicollet Ave, Bloomington, MN

Upcoming Holidays, Heritage Months, and Appreciation Days:

April is Arab American Heritage Month

April 20-24: National Public School Volunteer Week
April 21: National Library Workers Day
April 22: Administrative Professionals Day

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 20, 2026

Subject: Superintendent Update

Director of Elementary Education Rachel Gens and Director of Secondary Education Alex Ward will present. Superintendent Unowsky will share an update on the strategic planning process.

Attachments:
Elementary & Secondary Education Presentation
Strategic Planning Process Update Presentation

Enriching and accelerating learning

RICHFIELD
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2025-26 Board Presentation

Rachel Gens, Director of Elementary Education

Alexander Ward, Director of Secondary Education

April 20, 2026

Enriqueciendo y acelerando el aprendizaje

Enriching and accelerating learning

READ Act Professional Development

Enriqueciendo y acelerando el aprendizaje

Phase 1 READ Act PD: LETRS

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PreK-5 Classroom & EL Teachers, K-12 Reading Interventionists & Special Education Teachers, Additional Licenses Staff Supporting Reading Instruction (175 teachers)

Phase 1 Overall Completion: 71%

- Group 1 (159 teachers)

  2024-25: Volume 1/2025-26: Volume 2

  - 77% have completed the required training.
  - 10% are in progress and on track to complete the training by the end of the 2025-26 school year.
  - 13% are not on track to finish by July 1, 2026.

- Group 2 (16 teachers)

  2025-26: Volume 1/2026-27: Volume 2

  - These teachers will be granted extensions to complete Volume 2 during the 2026-27 school year.

READ Act: Phase 2

RICHFIELD PUBLIC SCHOOLS

Secondary Teachers Providing Reading Instruction (30-35 teachers)

- MDE approved 4 options for Secondary professional development
- RPS Selected OL&LA
  - Aligns with RPS values
  - Strong focus on multilingual students
  - Multilingual team has participated in OL&LA trainings previously
- 45 asynchronous hours of training with 3, 1 hour synchronous sessions
  - Launch Workshop Week and use our 3 PD Days in 2026-27 for synchronous sessions
  - Likely will offer a way for staff to begin this summer if they'd like
- Staff must complete the training by July 1, 2027

Enriching and accelerating learning

Multi-Tiered System of Supports (MTSS)

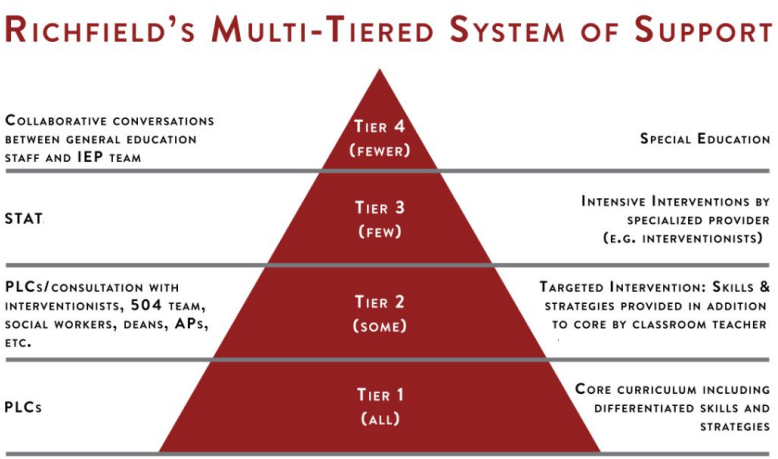
Enriqueciendo y acelerando el aprendizaje

MTSS: Elementary

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Tiered Intervention Blocks & Data Meetings

- Universal Screening Meetings:
  - Reviewed reading and math screening data
  - Identified Tier I intervention/modification needs
  - Designed Tier 2/3 intervention and progress monitoring plans for students identified as “high risk” and implemented them during designated Tier 2/3 intervention blocks
- Progress Monitoring Meetings
  - Reviewed progress monitoring data after 4-6 data points to determine intervention effectiveness
  - Adjusted intervention plans



MTSS: Secondary

RICHFIELD PUBLIC SCHOOLS

Reading Tier

- Last couple of years
  - Rearranged our offerings by literacy need as opposed to grade level
  - Used to FastBridge universal screening data to place students in appropriate cohorts.
  - Purchased SIPPS (Sytematic Instruction in Phonological Awareness, Phonics, and Sight Words)
  - Served 50-70 students per year
- 2025-26 SY
  - Added Literacy Lab classes to support students between SIPPS and ELA courses
  - Using Lexia PowerUp to support Word Study, Grammar, and Comprehension
  - Added Reading Tier to 10th grade.
  - Serving an additional 70-80 students.

Math Tier

- Traditionally
  - Always had Math Tier by grade level
- 2025-26 SY
  - Purchased HMH Math 180 at RMS and created sections based on math need.
  - Purchased IXL for all RMS students to support intervention/enrichment for all.

Enriching and accelerating learning

Temporary Online Learning Program

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Temporary Online Learning Program

RICHFIELD PUBLIC SCHOOLS

- Operation Metro Surge directly impacted over 300 of enrolled students and created significant disruptions to learning
- Phase 1
  - Launched the week of January 20-23
  - Asynchronous daily work with limited synchronous support
- Phase 2
  - Launched the week of February 16-20
  - Elementary: Increased academic and social-emotional supports, including daily morning meetings and bi-weekly check-ins with classroom teachers
  - Secondary: Synchronous classes offered in addition to social-emotional check ins & office hours
- Elementary program ended February 27; secondary program ended March 6



Enriching and accelerating learning

Curriculum Review

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Curriculum Review

RICHFIELD PUBLIC SCHOOLS

Curriculum Area	2023-24	2024-25	2025-26	2026-27	2027-28	2028-29	2029-30	2030-31	2031-32	2032-33	2033-34
Physical Education[5]								Curriculum Review K-12			
Arts[5]									Curriculum Review K-12		
Science[5]										Curriculum Review K-12	
Language Arts[5]	Curriculum Review K-8	Curriculum Review 6-12									Curriculum Review K-12
Social Studies[5]			Curriculum Review K-12								
Mathematics[5]				Curriculum Review K-12							
CTE[L]					Curriculum Review 6-12						
Health[5]						Curriculum Review K-12					
World Languages[L]							Curriculum Review 6-12				

Policy 601: Commitment to a comprehensive educational experience

- Defined academic standards
- Aligned instructional curriculum (PreK-12+)

Policy 612: Provides a timeline and guidance on continuous evaluation and improvement of our curriculum

- Alignment of standards
- Evaluation of current curriculum materials
- Evaluation of other curriculum materials available

Social Studies Curriculum Review

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1. Evaluation of current materials for alignment to MN standards, use of evidence-based disciplinary practices, and strength of student supports and assessment tools
2. Vendor presentations and materials evaluation
3. Family and community input on priorities and materials
4. Team recommendation
    a. K-5: Teacher Created Materials (TCM) Exploring Social Studies - MN
    b. 6: MN Historical Society Northern Lights
    c. 7-8: Teachers' Curriculum Institute (TCI): History Alive! & Geography Alive!
    d. 9: AP Human Geography
    e. 10-12: Teachers' Curriculum Institute (TCI): History Alive!, Government Alive!; Econ Alive!
5. Next Steps: Summer unit planning and assessment development

Math Curriculum Review

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Elementary

- Full curriculum review or transition to Bridges 3rd edition

Secondary

- Launched the review on our March 20 Professional Development Day
- Team is beginning to identity criteria for their rubric to assess current materials and future materials to consider
- MCTM Conference
  - April 24th & 25th
  - Team of math teachers, SPED teacher, EL teacher, coach, & admin
  - Learning more about the new anchor standards in math
  - Previewing possible vendors to consider for review

Enriching and accelerating learning

Department Updates

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Department Updates

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New Structure:

- Executive Director of Teaching & Learning
- 2 Teaching and Learning Coordinators (Teachers on Special Assignment/TOSAs)

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Questions?

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Strategic Planning 2026 Process Update

4/20/26

Enriqueciendo y acelerando el aprendizaje

Strategic Planning Process Timeline

RICHFIELD PUBLIC SCHOOLS

- October 6: **School Board Study Session**
  - The board discussed revisions to the overall mission and belief statements.
- November 20 - December 7: **Phase 1 Community Survey**
  - We asked open-ended questions about vision and priorities for the District.
  - We received 68 responses from students, staff, parents/guardians, alumni, and community members.
- January 22 - March 27: **Phase 2 Community Survey & Meetings**
  - We met with 43 staff and community groups to discuss the specific goals of the strategic plan, as well as encouraging individuals to submit feedback.
  - Between individuals and groups, we received feedback from a total of 602 people.
- April - May: **Initial Drafting Process**
  - We will create a first draft and bring it to the board for review in late May.
- May - June: **Phase 3 Community Survey**
  - We will share the first draft with the community for feedback in late May.
- August: **Final Draft for Board Approval**
  - We plan to present the final draft to the board on August 3.

Mission Statement

RICHFIELD PUBLIC SCHOOLS

Our mission statement will remain unchanged.

Mission: Richfield Public Schools inspires and empowers each individual to learn, grow and excel.

Revised Belief Statements - DRAFT

RICHFIELD PUBLIC SCHOOLS

We believe:

- all children have a right to a quality education characterized by high standards, rigorous curriculum and scientific, research-based instruction that supports all learners and addresses individualized needs.
- our responsibility is to help students grow into the best versions of themselves in RPS and to discover their futures.
- that valuing our diverse backgrounds, cultures, languages, experiences and perspectives fosters unity and empowers all.
- the collective and collaborative efforts of students, home, school and community form the foundation for excellence.
- that the core values of kindness and responsibility must be modeled, taught and nurtured to provide a safe, supportive and engaging environment for all.
- both staff and students do their best work when clear, high expectations are paired with meaningful support.

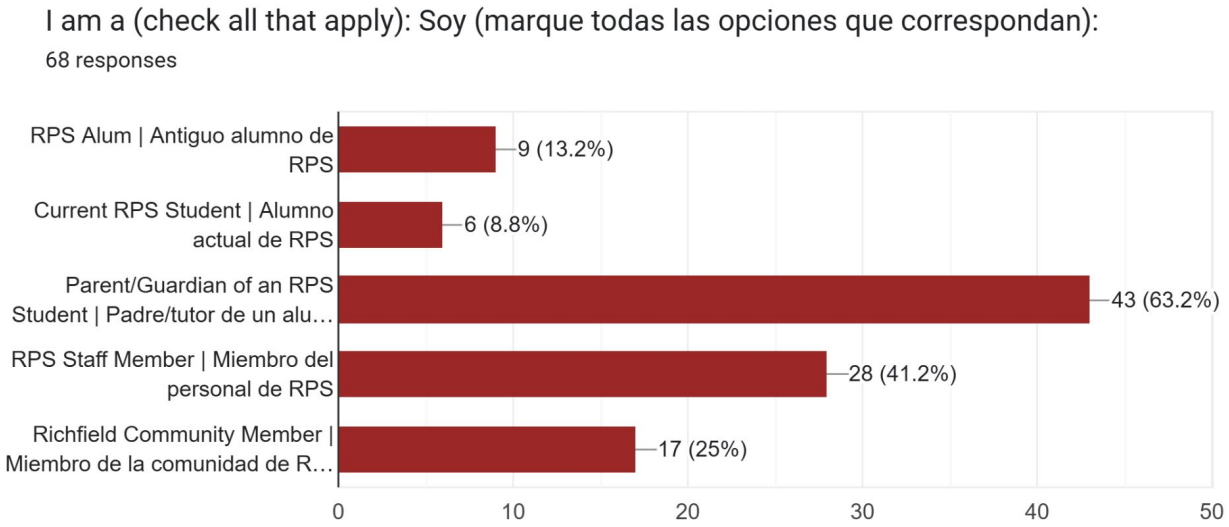
Because we believe in the above principles:

- We commit to taking action to prepare students for lifelong learning and self-determined, successful futures.

Phase 1 Feedback

We received 68 responses to the following open-ended questions:

1. **Meaningful Success:** Beyond test scores, what would be the most meaningful, tangible evidence that we are fulfilling our mission and serving the Richfield community exceptionally well?
2. **Untapped Potential:** In what area do you believe our District has the greatest *untapped potential* - an opportunity we are currently missing but, if pursued, could transform our impact on our students?
3. **Vision for 5-Year Success:** Imagine it is five years from now, and Richfield Public Schools are the first choice for every family in Richfield. What one or two distinctive achievements or characteristics would define that success?



Phase 1 Feedback: Themes

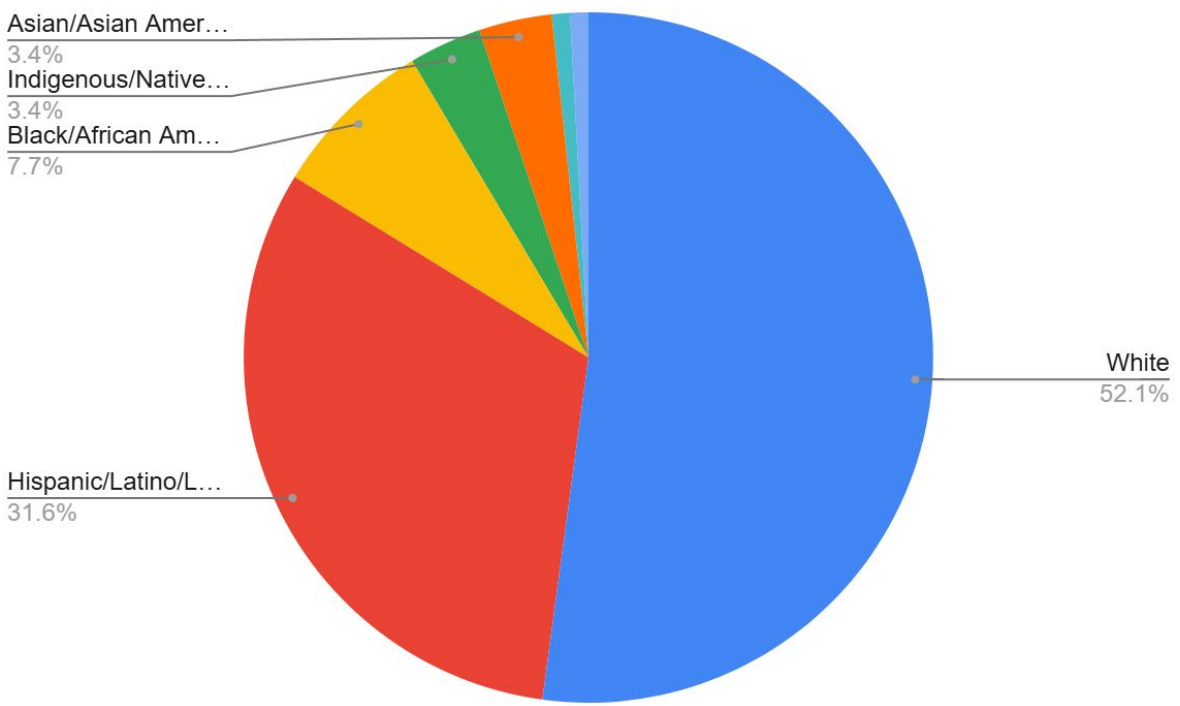
- Academics
  - Rigor and high expectations
  - Support for all learners
  - Career exploration
  - Post-graduation success
  - Experiential learning
- Activities
  - Maintaining and strengthening extracurricular programs
  - After school care
- Business & Operations
  - Staff retention
  - Adequate student support staffing
- Climate & Culture
  - Safety and belonging
  - Behavior management
  - Inclusion and equity
- Communication & Marketing
  - First choice district for every Richfield family
  - Proactive communication
  - Family and community partnership

Phase 2 Feedback

RICHFIELD PUBLIC SCHOOLS

We asked respondents to read through our current strategic plan goals and submit suggestions for each area.

- We received responses from a total of 602 people, 68% of whom are staff members.
- Of our individual responses, 47.9% were from BIPOC individuals.
- Group demographics were not tracked.



Phase 2 Feedback: Academics

RICHFIELD PUBLIC SCHOOLS

Proposed retitle: "Academic Excellence"

Retitle Support: Yes, strong support

Optimized Class Sizes

- Focus on primary grades and core subjects.
- Transition from "averages" to **firm caps** to ensure individualized instruction.

Expanded Career & Technical Education (CTE)

- Increase exposure to trades, internships, and hands-on learning.
- Implement robust career mentorship earlier in high school.

Elevated Rigor & Advanced Learning

- Expand gifted/talented and accelerated pathways (AP/CIS).
- Maintain high academic expectations for all students.

Equitable Outcomes

- Ensure that all students receive the supports they need to succeed.
- Ensure equitable outcomes for students with disabilities and marginalized groups.

Commitment to Biliteracy

- Strengthen secondary-level dual language programming.
- Prioritize resources for teacher training and specialized materials.

Phase 2 Feedback: Activities

RICHFIELD PUBLIC SCHOOLS

Proposed retitle: "Activities & Student Engagement"

Retitle Support: Yes, strong support

Eliminating Barriers to Access

- Transportation: Provide late buses for after-school activities participants.
- Financials: Expand scholarships, allow cash payments, and offer free family attendance to build community.

Expanding Program Variety

- Increase elementary and middle school options (academic clubs, music, drama, dance, board games, e-sports, etc.).
- Increase support for adaptive sports and culturally responsive programming.
- Offer some student activities in Spanish.

Communication & School Spirit

- Improve promotion of opportunities to all families.
- Focus on fostering school pride and a "welcoming environment" for every student.

Inclusion & Demographic Alignment

- Ensure IEP/specialized support follows students into extracurriculars.
- Activity participation should mirror our overall student demographics.

Staff & Facility Investment

- Review staff stipends to encourage more club offerings.
- Address facility needs and ensure gender equity in athletic programs.

Phase 2 Feedback: Business & Operations

RICHFIELD PUBLIC SCHOOLS

Proposed retitle: "Staff and Resource Management"

Retitle Support: Yes, some support

Human Resources & Staffing

- Retention: Prioritize keeping high-quality staff alongside new hiring goals.
- Diversity: Focus on recruiting teachers and leaders who reflect the community's racial and cultural demographics and languages spoken.
- Staff Support: Increase support for staff wellness, mental health, and safety.

Transportation Equity

- Address the "2-mile walk zone" barrier for secondary students.
- Provide late buses for after-school activities participants.

Nutrition & Meal Quality

- Shift toward less processed, lower sugar content breakfast and lunch options.
- Incorporate more culturally specific foods and ensure they are high quality.

Environmental Stewardship

- Standardize and strengthen recycling and composting protocols across all district buildings.
- Integrate sustainability and environmental topics into the student curriculum.

Technology & AI Policy

- Provide age-appropriate hardware (e.g., touchscreens for primary, high-spec laptops for secondary).
- Develop a formal district policy regarding student AI use.

Phase 2 Feedback: Climate & Culture

RICHFIELD PUBLIC SCHOOLS

Proposed retitle: "Staff and Student Support, Culture, and Safety"

Retitle Support: Yes, strong support

Staff Wellbeing & Safety

- Expand goals to ensure staff feel seen, valued, and respected (not just students).
- Integrate physical and emotional safety into the title and strategic goals.

Mental Health & SEL Support

- Maintain or increase ratios of social workers, therapists, and outreach staff.
- Prioritize small-group interventions and clarify behavioral support processes.

Inclusive Family Partnership

- Use "family/caregiver" terminology (rather than "parent") to be more inclusive.
- Shift parent involvement from "participation" to "educational partnership."
- Diversify outreach (e.g., direct phone calls for some families) to meet families where they are.

Cultivating Belonging & Equity

- Celebrate diversity districtwide as a driver of academic excellence.
- Address microaggressions and ensure equitable recognition of cultural and religious practices.
- Align community events (e.g., Powwows, cultural nights) to create opportunities to celebrate all cultures represented in RPS.
- Recognize disabilities as part of the district's definition of diversity.

Phase 2 Feedback: Communication & Marketing

RICHFIELD PUBLIC SCHOOLS

Proposed retitle: "Community Trust and Enrollment Growth"

Retitle Support: Yes, some support

Streamlined Communication Channels

- Accessibility: Ensure all digital content is mobile-friendly and accessible for non-literate families.
- Translation: Continue leveraging and expanding successful translation services.

Internal Communication & Support

- Ensure staff know how to receive ParentSquare messages right away rather than always at the end of the day.
- Explore stipends for staff who contribute to district storytelling and media.

Retention over Recruitment

- Shift focus toward student retention, specifically during the critical transitions to middle and high School.
- Ensure building capacity aligns with enrollment targets.

Marketing & District Reputation

- Showcase Success: Use student-friendly platforms (Instagram/TikTok) to highlight high school activities to younger families.
- Transparency: Maintain trust through proactive and honest communication regarding district news and challenges.
- Share success stories and invitations to attend events with the broader community.

Next Steps

RICHFIELD PUBLIC SCHOOLS

1. We will create a first draft and bring it to the board for review in late May.
2. We will share the first draft with the community for feedback in late May.
3. We plan to present the final draft to the board on August 3.
4. Once approved, the strategic plan will guide our work as a district for the next 5 years, and the board will receive regular updates through vision cards.

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

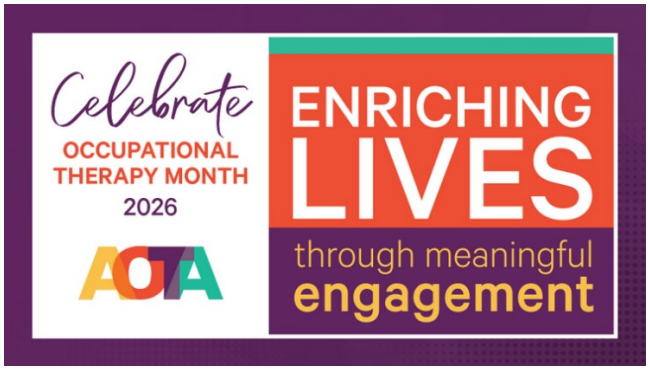
Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 20, 2026

Subject: Commendations

Employee Appreciation Days

April is National Occupational Therapy Month. Occupational therapists are architects of independence who help our students navigate the complexities of the school day with confidence. Their ability to transform challenges into triumphs through creative adaptations and unwavering support makes a lifelong impact on every student they serve. Thank you, OTs!



April 21 is National Library Workers Day. Thank you to all of our media staff members for curating spaces where curiosity thrives and every student can find their story. Your dedication to fostering literacy and guiding young researchers ensures that our media centers remain vibrant hubs of discovery and inclusion.



April 20-24 is National Public School Volunteer Week. Thank you to the incredible volunteers who generously give their time and energy to enrich our school community and support our students' growth. Whether you are prepping classroom materials,

chaperoning a field trip, or mentoring a young learner, your selfless dedication builds a stronger, more vibrant environment where everyone can flourish.

April 22 is Administrative Professionals Day. In RPS, executive assistants, administrative assistants, and management assistants all serve as essential gears in our district's engine. They manage the complex logistics of our schools with unmatched poise and dedication, and their expertise in navigating every challenge ensures that our staff, students, and families are always supported. Thank you, administrative professionals!

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 20, 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 April 6, 2026
   - Disbursements from the April 6, 2026 Meeting
   - Checks & E-pay Register from the April 6, 2026 Meeting
   - Superintendent's Report and Agenda Meeting Minutes from April 6, 2026
2. General Disbursements as of in the Amount of $
   - Disbursements for the April 20, 2026 Meeting
   - Checks & E-pay Register for the April 20, 2026 Meeting
3. Year-to-Date Finance Update
   - Revenue & Expenditure Summary as of March 31, 2026

CHECK RUNS & E-PAYS
04/06/2026 BOARD REPORTS

BANK 05	DATE	AMOUNT
Checks	3/11/2026	500,215.73
RHS Trip Refunds	3/11/2026	11,063.91
Checks	3/12/2026	51,911.15
	3/18/2026	524,205.23
	3/19/2026	51,113.62
	3/25/2026	206,969.44
	3/27/2026	89,018.31
E-Pays	3/12/2026	824.10
	3/19/2026	986.10
	3/26/2026	613.92

CHECK REGISTER BANK 05 TOTAL =	**1,436,921.51**

BREAKDOWN	
01-206-00	641,165.60
02-206-00	152,016.06
03-206-00	443,849.40
04-206-00	79,417.62
06-206-00	-
07-206-00	-
18-206-00	-
20-206-00	119,377.37
21-206-00	1,095.46
47-206-00	-
BANK TOTAL =	**1,436,921.51**

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	318190	03/11/2026	T-MOBILE	R	1,982.12
01	318191	03/11/2026	AGL CONSULTING	R	2,880.00
01	318192	03/11/2026	ALL STATE COMMUNICATIONS LLC	R	5,568.00
01	318193	03/11/2026	APPLE INC.	R	3,240.00
01	318194	03/11/2026	AI TECHNOLOGIES LLC	R	240.00
01	318195	03/11/2026	ARVIG ENTERPRISES INC	R	1,207.90
01	318196	03/11/2026	BATTERIES R US	R	1,799.78
01	318197	03/11/2026	BCN TELECOM, INC TBS	R	932.14
01	318198	03/11/2026	BSI MECHANICAL, INC.	R	5,887.30
01	318199	03/11/2026	CDW GOVERNMENT INC	R	13,680.00
01	318200	03/11/2026	CINTAS CORPORATION NO 2	R	152.95
01	318201	03/11/2026	CITY OF RICHFIELD	R	9,199.89
01	318202	03/11/2026	CRYSTAL CLEAN LLC	R	1,077.38
01	318203	03/11/2026	ECM PUBLISHERS INC	R	153.87
01	318204	03/11/2026	FASTENAL INDUSTRIAL	R	146.64
01	318205	03/11/2026	WW GRAINGER INC	R	274.19
01	318206	03/11/2026	H&B SPECIALIZED PRODUCTS INC	R	1,574.00
01	318207	03/11/2026	HARVEST TECHNOLOGY GROUP, INC.	R	45,624.24
01	318208	03/11/2026	HAWKINS INC	R	1,771.58
01	318209	03/11/2026	HILLYARD MINNEAPOLIS	R	7,612.20
01	318210	03/11/2026	HOGAN ASSESSMENT SYSTEMS INC	R	615.00
01	318211	03/11/2026	HOPE CHURCH	R	15,910.11
01	318212	03/11/2026	IDENTISYS INC	R	178.00
01	318213	03/11/2026	INTERMEDIATE DISTRICT 287	R	53,030.29
01	318214	03/11/2026	JESSE WICHER	R	20.00
01	318215	03/11/2026	KRETSINGER, BAILEY	R	56.71
01	318216	03/11/2026	LYNN E. HENRY	R	72.00
01	318217	03/11/2026	MCDOWALL COMPANY	R	3,715.00
01	318218	03/11/2026	MIDWEST BUS PARTS INC	R	822.34
01	318219	03/11/2026	MRI SOFTWARE LLC	R	612.50
01	318220	03/11/2026	EVERWAY, LLC	R	259.99
01	318221	03/11/2026	NILFISK, INC.	R	1,536.80
01	318222	03/11/2026	NOKOMIS SHOE SHOP	R	125.00
01	318223	03/11/2026	ONEBRIDGE BENEFITS INC.	R	2,399.00
01	318224	03/11/2026	PHOENIX SCHOOL COUNSELING	R	61,675.11
01	318225	03/11/2026	PLUNKETT'S /VARMENT GUARD	R	1,111.09
01	318226	03/11/2026	PREMIUM WATERS INC	R	39.00
01	318227	03/11/2026	PROFESSIONAL WIRELESS COMMUNICATION	R	1,878.40
01	318228	03/11/2026	REED BEHAVIORAL HEALTH LLC	R	4,000.00
01	318229	03/11/2026	SETON	R	2,093.24
01	318230	03/11/2026	TOLL COMPANY	R	12.32
01	318231	03/11/2026	TWIN CITY TRANSPORTATION	R	225,008.06
01	318232	03/11/2026	UNITED HEALTHCARE/AARP MEDICARE RX	R	119.10
01	318233	03/11/2026	UNITED HEARTHCARE /AARP MEDICARE RX	R	119.10
01	318234	03/11/2026	UNITEDHEALTHCARE	R	655.91
01	318235	03/11/2026	UNIVERSITY LANGUAGE CENTER	R	350.06
01	318236	03/11/2026	VERIZON WIRELESS	R	360.09
01	318237	03/11/2026	XCEL ENERGY	R	10,377.54

01	318238	03/11/2026	ZAYO GROUP HOLDINGS	R	8,059.79
01	318239	03/11/2026	ALISON BECKMAN	R	283.69
01	318240	03/11/2026	ALLYSON STRYCHARSKE	R	283.69
01	318241	03/11/2026	AMY THOMPSON	R	283.69
01	318242	03/11/2026	ANN MACADAMS	R	283.69
01	318243	03/11/2026	AUDREY ROHLINGER	R	283.69
01	318244	03/11/2026	BENJAMIN SUNDERLIN	R	283.69
01	318245	03/11/2026	CARRIE WOLKE	R	283.69
01	318246	03/11/2026	CRYSTAL ANDERS	R	283.69
01	318247	03/11/2026	DOUGLAS MOREY	R	283.69
01	318248	03/11/2026	ELA GONZALEZ VALLECILLO	R	283.69
01	318249	03/11/2026	GONZALO HERNANDEZ	R	283.69
01	318250	03/11/2026	HELLEN OUKO	R	567.38
01	318251	03/11/2026	ISABEL OLEA HERRERA	R	567.38
01	318252	03/11/2026	JACOB ODENTHAL	R	283.69
01	318253	03/11/2026	JAMES HASNIK	R	283.69
01	318254	03/11/2026	JASON GOBLIRSCH	R	283.69
01	318255	03/11/2026	JESSICA BRAUN	R	283.69
01	318256	03/11/2026	JESSIE PFEIFER	R	283.69
01	318257	03/11/2026	JOLIENE LITWINCZUK	R	283.69
01	318258	03/11/2026	KARA HEIDGERKEN	R	283.69
01	318259	03/11/2026	KAREN DELEON RANGEL	R	283.69
01	318260	03/11/2026	KARI TAYLOR	R	283.69
01	318261	03/11/2026	KATHLEEN RITTER	R	283.69
01	318262	03/11/2026	KELLY LEWIS	R	283.69
01	318263	03/11/2026	KELLY SCHAFER	R	283.69
01	318264	03/11/2026	MARK MEYER	R	283.69
01	318265	03/11/2026	MATTHEW LYONS	R	283.69
01	318266	03/11/2026	MEGAN RITCHIE	R	283.69
01	318267	03/11/2026	MELINDA MEYERS	R	283.69
01	318268	03/11/2026	MORGAN JOHNSON	R	283.69
01	318269	03/11/2026	PATRICK SCANLON	R	283.69
01	318270	03/11/2026	ROSA RODRIGUEZ	R	283.69
01	318271	03/11/2026	SARAH DALLUM	R	283.69
01	318272	03/11/2026	SHAUNA MILLER	R	283.69
01	318273	03/11/2026	STEPHANIE HARTMAN	R	283.69
01	318274	03/11/2026	VALERIA HERNANDEZ	R	283.69
01	318275	03/11/2026	YANCY ALVARADO	R	283.69
01	318276	03/12/2026	ADVANCED COMMERCIAL KITCHENS	R	1,815.33
01	318277	03/12/2026	INTERMEDIATE DISTRICT 287	R	797.24
01	318278	03/12/2026	KEMPS LLC	V	0.00
01	318279	03/12/2026	KEMPS LLC	R	3,245.88
01	318280	03/12/2026	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	6,312.69
01	318281	03/12/2026	PAN O GOLD BAKING CO	R	328.96
01	318282	03/12/2026	REGENERATIVE FOOD PROCESSING LLC	R	1,826.71
01	318283	03/12/2026	TRIO SUPPLY COMPANY	R	2,564.95
01	318284	03/12/2026	UPPER LAKES FOODS	R	35,019.39
01	V2600894	03/12/2026	ANGELA M FISH	R	61.77
01	V2600895	03/12/2026	NICKI KEEN DAWOLO	R	31.54

01	V2600896	03/12/2026	JENNIFER KRUEGER	R	97.59
01	V2600897	03/12/2026	JOAN M LILJENQUIST	R	38.75
01	V2600898	03/12/2026	JOHN M LORENZINI	R	300.00
01	V2600899	03/12/2026	LAURA MCCLENDON	R	54.97
01	V2600900	03/12/2026	KATRINA L MORGAN	R	118.91
01	V2600901	03/12/2026	ERIN H NEILON	R	105.13
01	V2600902	03/12/2026	MICHELLE R WHITESIDE	R	15.44
01	318285	03/18/2026	24RESTORE	R	6,422.55
01	318286	03/18/2026	AB STAFFING SOLUTIONS, LLC	R	5,980.00
01	318287	03/18/2026	ALERUS RETIREMENT AND BENEFITS	R	840.60
01	318288	03/18/2026	AQUA LOGIC INC	R	1,284.98
01	318289	03/18/2026	AVIBEN	R	540.06
01	318290	03/18/2026	BATTERIES R US	R	2,199.96
01	318291	03/18/2026	BILINGUAL LEARNING CENTER	R	432.00
01	318292	03/18/2026	BCBS OF MINNESOTA & BLUE PLUS	R	8,142.00
01	318293	03/18/2026	BOTSFORD CODY W	R	150.00
01	318294	03/18/2026	BRINK'S INCORPORATED	R	2,829.54
01	318295	03/18/2026	BSI MECHANICAL, INC.	R	7,975.30
01	318296	03/18/2026	CATALYST BUYING GROUP LLC	R	397.94
01	318297	03/18/2026	CEDAR SMALL ENGINE	R	982.16
01	318298	03/18/2026	CEP ART & DESIGN	R	94.50
01	318299	03/18/2026	CHARACTER KIDS, LLC	R	2,600.00
01	318300	03/18/2026	CINTAS CORPORATION NO 2	R	115.74
01	318301	03/18/2026	CIRCA	R	3,993.00
01	318302	03/18/2026	CITY OF RICHFIELD	R	1,138.22
01	318303	03/18/2026	COMCAST	R	448.80
01	318304	03/18/2026	COMCAST BUSINESS	R	569.32
01	318305	03/18/2026	DASH SPORTS, LLC	R	780.00
01	318306	03/18/2026	DECA INC.	R	520.00
01	318307	03/18/2026	DELEGARD TOOL COMPANY	R	108.00
01	318308	03/18/2026	DIGITAL INSURANCE LLC	R	3,607.00
01	318309	03/18/2026	FASTENAL INDUSTRIAL	R	1,680.05
01	318310	03/18/2026	FINANGER PHILLIP J	R	150.00
01	318311	03/18/2026	FRONTIER TRANSPORTATION SRVCS, LLC	R	200,213.00
01	318312	03/18/2026	WW GRAINGER INC	R	987.58
01	318313	03/18/2026	GROUP MEDICAREBLUE RX	R	8,325.00
01	318314	03/18/2026	HILLYARD MINNEAPOLIS	R	3,619.98
01	318315	03/18/2026	HOUSE OF PRINT	R	4,513.64
01	318316	03/18/2026	IIX INSURANCE INFORMATION EXCHANGE	R	30.60
01	318317	03/18/2026	INTERMEDIATE DISTRICT 287	R	151,920.52
01	318318	03/18/2026	LB CARLSON LLP	R	3,220.00
01	318319	03/18/2026	LOFFLER	R	1,031.91
01	318320	03/18/2026	LOFFLER COMPANIES	R	1,943.44
01	318321	03/18/2026	ASCENTEK, INC.	R	7,435.54
01	318322	03/18/2026	MAXORPLUS LTD, DBA: VYTLONE	R	45,730.26
01	318323	03/18/2026	MN DECA	R	1,240.00
01	318324	03/18/2026	MN DEPT OF LABOR AND INDUSTRY	R	145.00
01	318325	03/18/2026	NAPA AUTO PARTS	R	81.00
01	318326	03/18/2026	NEI ELECTRIC, INC.	R	5,410.00

01	318327	03/18/2026	NORTH CENTRAL BUS	R	43.61
01	318328	03/18/2026	OKEY CHRIS	R	150.00
01	318329	03/18/2026	PEDIATRIC HOME SERVICE	R	1,706.25
01	318330	03/18/2026	PITNEY BOWES BANK PURCHASE POWER	R	2,217.57
01	318331	03/18/2026	RED BALLOON BOOKSHOP	R	183.79
01	318332	03/18/2026	RED PEPPER SOFTWARE, LLC	R	3,900.00
01	318333	03/18/2026	RINGCENTERAL, INC.	R	9,320.56
01	318334	03/18/2026	RYAN JEANNIE M	R	907.14
01	318335	03/18/2026	SHERWIN WILLIAMS CO	R	211.43
01	318336	03/18/2026	ST CROIX FIRE & SAFETY, INC.	R	90.00
01	318337	03/18/2026	STARK MOLLY	R	150.00
01	318338	03/18/2026	STATE INDUSTRIAL PRODUCTS CORP	R	5,529.48
01	318339	03/18/2026	STONE ARCH STUDIO LLC	R	400.00
01	318340	03/18/2026	SWEETWATER SOUND, INC.	R	777.00
01	318341	03/18/2026	TARA PERRON	R	550.00
01	318342	03/18/2026	TERREL'S TOOLBOX LLC	R	46.50
01	318343	03/18/2026	TRANSPORTATION PLUS, INC.	R	180.00
01	318344	03/18/2026	TREVIPAY	R	4,130.46
01	318345	03/18/2026	UNIVERSITY LANGUAGE CENTER	R	409.40
01	318346	03/18/2026	ALLSTATE PETERBILT OF S ST PAUL	R	1,466.20
01	318347	03/18/2026	WORLD FUEL SERVICES, INC.	R	1,907.04
01	318348	03/18/2026	XCEL ENERGY	R	99.61
01	318349	03/19/2026	BSN SPORTS, LLC	R	1,335.60
01	318350	03/19/2026	CHANHASSEN HIGH SCHOOL	R	908.33
01	318351	03/19/2026	ELSMORE SPORTS INC.	R	264.00
01	318352	03/19/2026	GENUINE HARDWOOD FLOORS	R	150.00
01	318353	03/19/2026	HOYO, SBC	R	2,040.00
01	318354	03/19/2026	KEMPS LLC	V	0.00
01	318355	03/19/2026	KEMPS LLC	V	0.00
01	318356	03/19/2026	KEMPS LLC	R	4,647.48
01	318357	03/19/2026	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	6,651.77
01	318358	03/19/2026	PAN O GOLD BAKING CO	R	631.46
01	318359	03/19/2026	TRIO SUPPLY COMPANY	R	857.72
01	318360	03/19/2026	UPPER LAKES FOODS	V	0.00
01	318361	03/19/2026	UPPER LAKES FOODS	R	33,627.26
01	V2600903	03/19/2026	YVETTE GARCIA	R	566.37
01	V2600904	03/19/2026	ELIZABETH HEIDERSCHEIT	R	100.00
01	V2600905	03/19/2026	DARBY L SWANK	R	108.17
01	V2600906	03/19/2026	MICHELLE T THOEMKE	R	28.97
01	V2600907	03/19/2026	MICHELLE R WHITESIDE	R	182.59
01	318362	03/25/2026	ANGELA KAPPENMAN	R	2,400.00
01	318363	03/25/2026	BOTSFORD CODY W	R	75.00
01	318364	03/25/2026	BSN SPORTS, LLC	R	92.05
01	318365	03/25/2026	CANON FINANCIAL SERVICES INC	R	4,747.36
01	318366	03/25/2026	CAPITAL ONE TRADE CREDIT	R	67.14
01	318367	03/25/2026	CAPTIVATE MEDIA & CONSULTING	R	7,500.00
01	318368	03/25/2026	ECM PUBLISHERS INC	R	147.50
01	318369	03/25/2026	FINANGER PHILLIP J	R	75.00
01	318370	03/25/2026	GROTH MUSIC COMPANY	R	6,235.16

01	318371	03/25/2026	HAAS MUSICAL INSTRUMENT REPAIR, INC	R	856.92
01	318372	03/25/2026	HERFF JONES INC	R	10,693.85
01	318373	03/25/2026	IDEAL ENERGIES SOLAR LEASE 2021,LLC	R	7,937.49
01	318374	03/25/2026	JENNIE KAPPENMAN	R	3,000.00
01	318375	03/25/2026	KINECT ENERGY INC	R	26,642.64
01	318376	03/25/2026	KRETSINGER, BAILEY	R	113.41
01	318377	03/25/2026	LIZEBETH SARGENT	R	2,400.00
01	318378	03/25/2026	LOMAX CARLA	R	297.00
01	318379	03/25/2026	MADISON NATIONAL LIFE INS CO INC	R	25,643.81
01	318380	03/25/2026	MAXORPLUS LTD, DBA: VYTLONE	R	55,780.04
01	318381	03/25/2026	METRO APPLIANCE RECYCLING	R	4,150.80
01	318382	03/25/2026	MINUTEMAN PRESS EDINA	R	388.17
01	318383	03/25/2026	MSBA-MINNESOTA SCHOOL BOARD ASSOC	R	190.00
01	318384	03/25/2026	NOVAK JANICE SOPHIE	R	40.00
01	318385	03/25/2026	OKEY CHRIS	R	75.00
01	318386	03/25/2026	PROPIO LS, LLC	R	399.11
01	318387	03/25/2026	RATWIK ROSZAK & MALONEY PA	R	30.00
01	318388	03/25/2026	RX VALET, LLC	R	15,539.23
01	318389	03/25/2026	SAINT THOMAS ACADEMY	R	150.00
01	318390	03/25/2026	SCHMITT MUSIC	R	50.38
01	318391	03/25/2026	SCHOOL HEALTH CORPORATION	R	429.13
01	318392	03/25/2026	SCHOOL SERVICE EMPLOYEES UNION	R	5,255.63
01	318393	03/25/2026	STARK MOLLY	R	75.00
01	318394	03/25/2026	STENGER & STENGER, P.C.	R	706.22
01	318395	03/25/2026	THE MPX GROUP	R	316.23
01	318396	03/25/2026	THIMM, MICHAEL G	R	75.00
01	318397	03/25/2026	UNITED STATES TREASURER	R	200.00
01	318398	03/25/2026	VSP INSURANCE CO. (CT)	R	3,530.50
01	318399	03/25/2026	XCEL ENERGY	V	0.00
01	318400	03/25/2026	XCEL ENERGY	R	16,916.67
01	318401	03/25/2026	YOUTH ENRICHMENT LEAGUE (YEL!)	R	3,748.00
01	V2600908	03/26/2026	MYOUNGHEE HANSON	R	380.28
01	V2600909	03/26/2026	LANA HENDRICKS LEUNING	R	48.29
01	V2600910	03/26/2026	TANYA R OLSON	R	84.61
01	V2600911	03/26/2026	JOSEPH D SOBRASKE	R	91.16
01	V2600912	03/26/2026	MICHELLE R WHITESIDE	R	9.58
01	318402	03/27/2026	ADVANCED COMMERCIAL KITCHENS	R	2,076.67
01	318403	03/27/2026	ALL STATE COMMUNICATIONS LLC	R	1,240.00
01	318404	03/27/2026	BOHNSACK CATHERINE	R	80.00
01	318405	03/27/2026	BSI MECHANICAL, INC.	R	1,910.21
01	318406	03/27/2026	CHRISTIANSON, KARI	R	80.00
01	318407	03/27/2026	WW GRAINGER INC	R	303.25
01	318408	03/27/2026	HAWKINS INC	R	5,888.25
01	318409	03/27/2026	HILLYARD MINNEAPOLIS	R	7,996.72
01	318410	03/27/2026	JODI SCHAEFER MILLER	R	80.00
01	318411	03/27/2026	KEMPS LLC	V	0.00
01	318412	03/27/2026	KEMPS LLC	R	3,517.70
01	318413	03/27/2026	KURPIERS REYNE	R	80.00
01	318414	03/27/2026	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	6,002.11

01	318415	03/27/2026	METROPOLITAN MECHANICAL CONTRACTORS	R	1,009.00
01	318416	03/27/2026	PALM, ALEXANDRA L	R	80.00
01	318417	03/27/2026	PAN O GOLD BAKING CO	R	101.80
01	318418	03/27/2026	PITNEY BOWES BANK PURCHASE POWER	R	2,400.00
01	318419	03/27/2026	RICHFIELD ICE ARENA	R	17,927.25
01	318420	03/27/2026	SHUPE DANIELLE	R	80.00
01	318421	03/27/2026	SKATEVILLE INC	R	2,193.00
01	318422	03/27/2026	STATE INDUSTRIAL PRODUCTS CORP	R	484.36
01	318423	03/27/2026	TRIO SUPPLY COMPANY	R	1,929.69
01	318424	03/27/2026	UPPER LAKES FOODS	R	33,558.30
			TOTAL CHECK & EPAY REGISTER		**1,436,921.51**

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, April 6, 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, April 6, 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: Cole, Dennis, Liss, Spencer and Tompkins. Administrators present were Superintendent Unowsky and Senior Executive Officer Holje. Student representative Vanessa Rosas Miguel was also present.

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. INFORMATION AND PROPOSALS - NON-ACTION ITEMS

A. Superintendent Update
    1. Sheridan Hills Elementary School Presentation
    2. Annual Survey Results Presentation
B. Commendations

IV. CONSENT AGENDA

A. Routine Matters
    1. Minutes of the Regular Meeting held March 16, 2026
    2. General Disbursements as of 3/27/26 in the Amount of $1,436,921.51
    3. Investment Holdings
B. Personnel Items

Management – Resignation						
Name	**Employee Group**	**Position**	**Building**	**FTE**	**Effective Date**	**Years of Service**
Laura Ramsborg	Mgmt	Middle School Assistant Principal	Richfield Middle School	Full-Time	6/12/2026	1

Certified – New Hire						
Name	**Employee Group**	**Position**	**Building**	**FTE**	**Effective Date**	**Years of Service**
Eliza Kos	Certified	Elementary Education Teacher	Richfield STEM Elementary	Full-Time	3/9/2026	
Certified – Resignation						
Name	**Employee Group**	**Position**	**Building**	**FTE**	**Effective Date**	**Years of Service**
Elizabeth Cole	Certified	English Language	Richfield Middle School	Full-Time	6/30/2026	2
Eugene Sandel	Certified	Music Teacher	Richfield High School	Full-Time	6/5/2026	4
Jamie Glover	Certified	School Psychologist	Richfield Dual Language	Part-Time	6/8/2026	1
Classified – Retirement						
Name	**Employee Group**	**Position**	**Building**	**FTE**	**Effective Date**	**Years of Service**
Charlotte Anderson	Para	Clerical/ Instructional Paraprofessional	Richfield High School	Full-Time	6/4/2026	26
Classified – Resignation						
Name	**Employee Group**	**Position**	**Building**	**FTE**	**Effective Date**	**Years of Service**
Daniel Olson	Facilities & Transp.	Bus Driver	Garage	Part-Time	3/18/2026	0
Margarita Sanchez	Para	Special Education Paraprofessional	Richfield High School	Full-Time	3/20/2026	1
Sajumon Padikkaparambil Alex	Facilities & Transp.	Bus Driver	Garage	Part-Time	3/12/2026	0
Classified – Reclassification						
Name	**Employee Group**	**Position**	**Building**	**FTE**	**Effective Date**	**Years of Service**

Dominic Liljenquist	Facilities & Transp.	Maintenance A	Richfield Middle School	Full-Time	3/23/2026	
Lalinda Jayamanne	Facilities & Transp.	Head Custodian	Richfield Dual Language	Full-Time	4/20/2026	
Ricky Thompson	Facilities & Transp.	Head Custodian	Richfield High School	Full-Time	4/20/2026	

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

V. OLD BUSINESS

A. Policy 611: Provision for Alternative Instruction & Administrative Guideline 611.1 - third read

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

VI. NEW BUSINESS

A. Annual Budget Revision 2025-2026

Motion by Tompkins, seconded by Dennis, and unanimously carried, the board of education approved the revised budget.

B. District Office Enclosed Offices Completion Project Contract Award

Motion by Spencer, seconded by Cole, and unanimously carried, the board of education approved the award.

C. Policy 703: Student Activity Fund and Other Organizations & Administrative Guideline 703.1 - first read
D. Policy 613: Religion in the Schools & Administrative Guideline 613.1 - first read
E. Donations

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

VII. ADVANCE PLANNING

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

4-20-26	7 p.m.	Regular Board Meeting - Public Comment
5-4-26	7 p.m.	Regular Board Meeting

XII. ADJOURN REGULAR MEETING

Chair Carter adjourned the meeting at 8:55 p.m.

CHECKS, EPAYS & PCARDS
04/20/2026 BOARD REPORTS

BANK 05	DATE	AMOUNT
Checks	4/1/2026	390,267.47
	4/9/2026	593,300.48
P-CARDS (MARCH 2026)	4/3/2026	72,643.37
E-Pays	4/2/2026	3,876.65
	4/9/2026	563.23
CHECK REGISTER BANK 05 TOTAL =		**1,060,651.20**

BREAKDOWN	
01-206-00	422,027.11
02-206-00	82,274.03
03-206-00	428,367.29
04-206-00	13,795.34
06-206-00	8,660.23
07-206-00	-
18-206-00	-
20-206-00	105,141.12
21-206-00	386.08
47-206-00	-
BANK TOTAL =	**1,060,651.20**

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	318425	04/01/2026	AB STAFFING SOLUTIONS, LLC	R	3,500.00
01	318426	04/01/2026	ANTHOLOGIE, LLC	R	450.00
01	318427	04/01/2026	AZURE ADLER	R	130.00
01	318428	04/01/2026	CEDAR SMALL ENGINE	R	95.32
01	318429	04/01/2026	CINTAS CORPORATION NO 2	R	305.90
01	318430	04/01/2026	CITY OF RICHFIELD	R	7,437.65
01	318431	04/01/2026	FASTENAL INDUSTRIAL	R	343.81
01	318432	04/01/2026	HILLYARD MINNEAPOLIS	R	1,726.07
01	318433	04/01/2026	HJELM, ADAM	R	40.00
01	318434	04/01/2026	IMPROVE YOUR TOMORROW, INC.	R	2,000.00
01	318435	04/01/2026	HIPPIE DOG	R	275.00
01	318436	04/01/2026	INNOVATIVE OFFICE SOLUTIONS LLC	R	46,625.00
01	318437	04/01/2026	INTERMEDIATE DISTRICT 287	R	234,450.52
01	318438	04/01/2026	JARED R NELSON	R	500.00
01	318439	04/01/2026	JULIE ANDERSON FOLK ART	R	240.00
01	318440	04/01/2026	LEROY'S GREAT BEAR	R	39.99
01	318441	04/01/2026	LOFFLER COMPANIES	R	343.74
01	318442	04/01/2026	LYNN E. HENRY	R	72.00
01	318443	04/01/2026	MAXORPLUS LTD, DBA: VYTLONE	R	59,053.90
01	318444	04/01/2026	MCDOWALL COMPANY	R	8,368.00
01	318445	04/01/2026	METRO VOLLEYBALL OFFICIAL ASSOC LLC	R	2,880.00
01	318446	04/01/2026	MIDWEST BUS PARTS INC	R	187.78
01	318447	04/01/2026	MOBILE RADIO ENGINE	R	1,686.50
01	318448	04/01/2026	MOO CHICKA POO	R	737.00
01	318449	04/01/2026	MULTILINGUAL WORD INC	R	211.52
01	318450	04/01/2026	NAPA AUTO PARTS	R	453.14
01	318451	04/01/2026	NCS PEARSON INC	R	928.35
01	318452	04/01/2026	NORTH CENTRAL INTERNATIONAL, LLC	R	160.36
01	318453	04/01/2026	PEDIATRIC HOME SERVICE	R	2,175.00
01	318454	04/01/2026	PROFESSIONAL WIRELESS COMMUNICATION	R	1,497.80
01	318455	04/01/2026	RED BALLOON BOOKSHOP	R	17.58
01	318456	04/01/2026	CAP'S MARTIAL ARTS	R	1,001.00
01	318457	04/01/2026	TC SPRING JAM	R	300.00
01	318458	04/01/2026	TRANSPORTATION PLUS, INC.	R	417.00
01	318459	04/01/2026	UNIVERSITY LANGUAGE CENTER	R	770.90
01	318460	04/01/2026	VOIGT'S MOTORCOACH TRAVEL, INC.	R	1,462.33
01	318461	04/01/2026	XCEL ENERGY	R	9,384.31
01	V2600913	04/02/2026	MATTHEW ARNOLD	R	70.00
01	V2600914	04/02/2026	MICHELLE L AXELL	R	70.00
01	V2600915	04/02/2026	BRADLEY BADOUR	R	40.00
01	V2600916	04/02/2026	ERICA T BARLOW	R	70.00
01	V2600917	04/02/2026	NIKOLAS BAUZA	R	40.00
01	V2600918	04/02/2026	MARY L CLARKSON	R	70.00
01	V2600919	04/02/2026	ANGELA M FISH	R	19.87
01	V2600920	04/02/2026	PETER J FITZPATRICK	R	40.00
01	V2600921	04/02/2026	YVETTE GARCIA	R	70.00
01	V2600922	04/02/2026	RACHEL GENS	R	70.00
01	V2600923	04/02/2026	AREND J GEURINK	R	70.00

01	V2600924	04/02/2026	CHRISTINA M GONZALEZ	R	70.00
01	V2600925	04/02/2026	AMY E HAGER	R	70.00
01	V2600926	04/02/2026	KEVIN D HARRIS	R	40.00
01	V2600927	04/02/2026	MICHAEL G HARRIS	R	70.00
01	V2600928	04/02/2026	LANA HENDRICKS LEUNING	R	40.00
01	V2600929	04/02/2026	JONATHAN W HEYER	R	70.00
01	V2600930	04/02/2026	JESSICA M HOFFMAN	R	125.27
01	V2600931	04/02/2026	CRAIG D HOLJE	R	70.00
01	V2600932	04/02/2026	JEFFREY KELLER	R	70.00
01	V2600933	04/02/2026	JENNIFER KRUEGER	R	70.00
01	V2600934	04/02/2026	ANOOP KUMAR	R	40.00
01	V2600935	04/02/2026	JOHN M LORENZINI	R	70.00
01	V2600936	04/02/2026	DAVANAND MAHADEO	R	40.00
01	V2600937	04/02/2026	COLLEEN M MAHONEY	R	70.00
01	V2600938	04/02/2026	MICHAEL A MANNING	R	70.00
01	V2600939	04/02/2026	DANIEL P MCGINN	R	40.00
01	V2600940	04/02/2026	DOUG R MCMEEKIN	R	70.00
01	V2600941	04/02/2026	KENT D MEYER	R	70.00
01	V2600942	04/02/2026	KATRINA L MORGAN	R	40.00
01	V2600943	04/02/2026	ERIN H NEILON	R	40.00
01	V2600944	04/02/2026	STEPHANIE NICHOLS	R	45.00
01	V2600945	04/02/2026	ROBERT G OLSON	R	70.00
01	V2600946	04/02/2026	LAURA B OTTERNESS	R	70.00
01	V2600947	04/02/2026	CHRISTOPHER A PETERSON	R	70.00
01	V2600948	04/02/2026	CASSANDRA QUAM	R	70.00
01	V2600949	04/02/2026	LAURA RAMSBORG	R	70.00
01	V2600950	04/02/2026	RENEE C REED-KARSTENS	R	40.00
01	V2600951	04/02/2026	EUGENE SANDEL	R	81.51
01	V2600952	04/02/2026	HEIDI SAVATDY	R	70.00
01	V2600953	04/02/2026	CHRISTIAN SCHEMPP	R	40.00
01	V2600954	04/02/2026	AMY B SKARE-KLECKER	R	70.00
01	V2600955	04/02/2026	JUSTIN STEELE	R	70.00
01	V2600956	04/02/2026	STACY THEIEN-COLLINS	R	70.00
01	V2600957	04/02/2026	RICKY THOMPSON	R	40.00
01	V2600958	04/02/2026	VLADIMIR S TOLEDO	R	40.00
01	V2600959	04/02/2026	STEVEN P UNOWSKY	R	270.00
01	V2600960	04/02/2026	CARRIE A VALA	R	70.00
01	V2600961	04/02/2026	REBECCA S WALD	R	40.00
01	V2600962	04/02/2026	ALEXANDER WARD	R	70.00
01	V2600963	04/02/2026	MICHELLE R WHITESIDE	R	70.00
01	V2600964	04/02/2026	KASYA L WILLHITE	R	495.00
01	V2600965	04/02/2026	KELLY L WOODS	R	70.00
01	V2600966	04/09/2026	CHAD T ARMBRUSTER	R	83.82
01	V2600967	04/09/2026	AMANDA SAUER	R	10.26
01	V2600968	04/09/2026	SHAWN TROMICZAK	R	50.35
01	V2600969	04/09/2026	CARRIE A VALA	R	418.80
01	V2600970	04/03/2026	P-CARD BAIRD LISA	R	2,042.16
01	V2600971	04/03/2026	P-CARD BARLOW ERICA	R	3,112.90
01	V2600972	04/03/2026	P-CARD BROWN MATTHEW	R	1,591.81

01	V2600973	04/03/2026	P-CARD BRUNNER PATTI	R	3,023.79
01	V2600974	04/03/2026	P-CARD CARUSO MATTHEW	R	1,103.36
01	V2600975	04/03/2026	P-CARD CRUZ ESTEVA JENNIFER	R	4,578.34
01	V2600976	04/03/2026	P-CARD EDWARDS NATHAN	R	1,907.14
01	V2600977	04/03/2026	P-CARD GARCIA YVETTE	R	331.77
01	V2600978	04/03/2026	P-CARD GEURINK AREND	R	324.12
01	V2600979	04/03/2026	P-CARD GONZALEZ CHRISTINA	R	677.07
01	V2600980	04/03/2026	P-CARD HOLJE CRAIG	R	418.18
01	V2600981	04/03/2026	P-CARD HUERTA-ANAYA ALICIA	R	2,616.94
01	V2600982	04/03/2026	P-CARD KRUEGER JENNIFER	R	600.63
01	V2600983	04/03/2026	P-CARD LEIKNES LISA	R	131.48
01	V2600984	04/03/2026	P-CARD LEWIS JENNIFER	R	941.38
01	V2600985	04/03/2026	P-CARD LUNDY MICHELLE	V	0.00
01	V2600986	04/03/2026	P-CARD LUNDY MICHELLE	R	21,766.44
01	V2600987	04/03/2026	P-CARD MAHONEY COLLEEN	R	851.92
01	V2600988	04/03/2026	P-CARD MANNING MICHAEL	R	891.64
01	V2600989	04/03/2026	P-CARD MCCLENDON LAURA	R	117.10
01	V2600990	04/03/2026	P-CARD MCGINN DAN	R	1,788.14
01	V2600991	04/03/2026	P-CARD MORALES LIZETTE	R	10,981.19
01	V2600992	04/03/2026	P-CARD OLSON ROBERT	R	2,633.01
01	V2600993	04/03/2026	P-CARD OTTERNESS, LAURA	R	1,091.67
01	V2600994	04/03/2026	P-CARD PETERSON CHRIS	R	2,269.82
01	V2600995	04/03/2026	P-CARD SACHER GRACE	R	1,781.31
01	V2600996	04/03/2026	P-CARD SETZER ALEXIS	R	414.63
01	V2600997	04/03/2026	P-CARD SKARE-KLECKER AMY	R	1,224.96
01	V2600998	04/03/2026	P-CARD SMITH DANE	R	199.91
01	V2600999	04/03/2026	P-CARD VENTURA PEREZ RAMIRO	R	347.36
01	V2601000	04/03/2026	P-CARD WOODS KELLY	R	2,883.20
01	318462	04/09/2026	A.J. MOORE ELECTRIC, INC.	R	4,819.00
01	318463	04/09/2026	AB STAFFING SOLUTIONS, LLC	R	3,200.00
01	318464	04/09/2026	AFFORDABLE BEST CATERING	R	305.00
01	318465	04/09/2026	EKKAIA FAMILY	R	72.23
01	318466	04/09/2026	ARVIG ENTERPRISES INC	R	1,207.90
01	318467	04/09/2026	AVIBEN	R	540.06
01	318468	04/09/2026	BCN TELECOM, INC TBS	R	937.94
01	318469	04/09/2026	HIRES LLC	R	3,850.00
01	318470	04/09/2026	CENGAGE LEARNING INC	R	6,891.50
01	318471	04/09/2026	CINTAS CORPORATION NO 2	R	152.95
01	318472	04/09/2026	CITY OF RICHFIELD	R	1,825.29
01	318473	04/09/2026	ECM PUBLISHERS INC	R	153.87
01	318474	04/09/2026	FASTENAL INDUSTRIAL	R	355.74
01	318475	04/09/2026	FASTEST LABS OF BLOOMINGTON	R	183.00
01	318476	04/09/2026	FRONTIER TRANSPORTATION SRVCS, LLC	R	194,054.00
01	318477	04/09/2026	WW GRAINGER INC	R	164.95
01	318478	04/09/2026	GROUP HEALTH NON-PATIENT A/R	R	5,437.50
01	318479	04/09/2026	H&B SPECIALIZED PRODUCTS INC	R	1,330.00
01	318480	04/09/2026	HILLYARD MINNEAPOLIS	R	9,372.03
01	318481	04/09/2026	HJELM, ADAM	R	5.00
01	318482	04/09/2026	HOME DEPOT CREDIT SERVICES	R	754.29

01	318483	04/09/2026	IIX INSURANCE INFORMATION EXCHANGE	R	80.45
01	318484	04/09/2026	INSTITUTE FOR ENVIROMENTAL	R	12,315.00
01	318485	04/09/2026	JERRY M DEARLY	R	300.00
01	318486	04/09/2026	JW PEPPER & SON INC	R	183.59
01	318487	04/09/2026	KEMPS LLC	R	1,960.80
01	318488	04/09/2026	KINECT ENERGY INC	R	569.00
01	318489	04/09/2026	KREMER SERVICES LLC	R	284.90
01	318490	04/09/2026	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	5,847.64
01	318491	04/09/2026	MAXORPLUS LTD, DBA: VYTLONE	R	42,344.89
01	318492	04/09/2026	MN UMPIRES ASSOCIATION	R	485.00
01	318493	04/09/2026	MRI SOFTWARE LLC	R	27.00
01	318494	04/09/2026	MUSKA ELECTRIC CO.	R	7,891.02
01	318495	04/09/2026	NEW LIFE ENTERPRISE	R	992.00
01	318496	04/09/2026	NILFISK, INC.	R	768.40
01	318497	04/09/2026	NOKOMIS SHOE SHOP	R	124.95
01	318498	04/09/2026	NORTH CENTRAL INTERNATIONAL, LLC	R	857.43
01	318499	04/09/2026	ON SITE SANITATION	R	178.30
01	318500	04/09/2026	ONEBRIDGE BENEFITS INC.	R	2,413.00
01	318501	04/09/2026	PAN O GOLD BAKING CO	R	441.75
01	318502	04/09/2026	PARK TAVERN	R	257.46
01	318503	04/09/2026	PAYDHEALTH	R	2,921.91
01	318504	04/09/2026	I3-MPN, LLC	R	750.00
01	318505	04/09/2026	SQUIRES, WALDSPURGER & MACE, P.A.	R	5,714.49
01	318506	04/09/2026	STONE ARCH STUDIO LLC	R	400.00
01	318507	04/09/2026	TRIO SUPPLY COMPANY	R	1,980.07
01	318508	04/09/2026	TRUE NORTH WATER TREATMENT LLC	R	4,328.15
01	318509	04/09/2026	TWIN CITY TRANSPORTATION	R	227,316.15
01	318510	04/09/2026	UPPER LAKES FOODS	R	24,031.53
01	318511	04/09/2026	VERIZON WIRELESS	R	360.09
01	318512	04/09/2026	VITAMINK12, LLC	R	60.00
01	318513	04/09/2026	WOLD ARCHITECTS AND ENGINEERS	R	8,660.23
01	318514	04/09/2026	XCEL ENERGY	R	2,843.03
			TOTAL CHECKS, EPAYS & PCARDS		**1,060,651.20**

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

RICHFIELD | March 31, 2026

REVENUE CATEGORIES	June 30, 2024	June 30, 2025	Adopted Budget	Projected End Of Year	Received YTD	Budget Remaining	March 31, 2026 % of Budget Received	March 31, 2025 % of Actuals Received	March 31, 2024 % of Actuals Received	Current YTD vs. PYTD	March 31, 2025	March 31, 2024
STATE	55,361,384	60,229,625	61,880,869	59,789,251	35,617,921	26,262,948	57.56%	58.76%	62.25%	**229,083**	35,388,839	34,460,850
FEDERAL	5,360,512	2,517,153	2,681,601	2,269,530	578,258	2,103,343	21.56%	29.29%	42.48%	**(158,907)**	737,165	2,277,297
PROPERTY TAXES	18,257,792	22,312,647	23,397,158	21,890,077	21,604,923	1,792,235	92.34%	100.55%	99.42%	**(831,214)**	22,436,137	18,152,800
LOCAL SALES, INS RECOVERY & JUDGEMENTS	84,206	42,064	86,000	97,737	65,459	20,541	76.12%	68.38%	26.62%	**36,696**	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	2,254,796	2,322,368	1,729,908	524,888	76.72%	70.25%	68.32%	**(306,021)**	2,035,930	2,011,153
TOTALS	**82,007,607**	**89,679,638**	90,300,424	**86,368,963**	**59,596,469**	**30,703,955**	**66.00%**	**67.60%**	**69.41%**	**(1,030,364)**	**60,626,833**	**56,924,516**

EXPENDITURES (OBJECT SERIES)	June 30, 2024	June 30, 2025	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	March 31, 2026 % of Budget Expended	March 31, 2025 % of Actuals Expended	March 31, 2024 % of Actuals Expended	Current YTD vs. PYTD	March 31, 2025	March 31, 2024
SALARIES & WAGES	44,519,026	46,720,673	49,598,809	48,983,601	30,088,165	19,510,644	60.66%	62.55%	61.66%	**866,090**	29,222,076	27,451,478
EMPLOYEE BENEFITS	15,376,730	16,241,292	17,675,169	17,728,788	12,031,451	5,643,718	68.07%	68.49%	63.65%	**907,415**	11,124,036	9,786,552
PURCHASED SERVICES	13,172,577	14,007,735	12,848,964	12,903,737	7,805,372	5,043,592	60.75%	65.88%	61.67%	**(1,423,480)**	9,228,852	8,122,917
SUPPLIES	3,838,248	3,973,434	4,830,035	3,960,523	2,812,804	2,017,231	58.24%	79.86%	73.34%	**(360,202)**	3,173,006	2,814,791
EQUIPMENT	3,488,077	2,853,546	2,977,905	2,314,423	1,801,339	1,176,566	60.49%	67.81%	92.48%	**(133,523)**	1,934,862	3,225,683
DEBT SERVICE	0	0	0	0	0	0	0.00%	0.00%	0.00%	**0**	0	0
OTHER EXPENDITURES	406,103	418,031	625,109	510,055	216,421	408,688	34.62%	38.29%	38.23%	**56,337**	160,084	155,240
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**	88,555,991	**86,401,127**	**54,755,552**	**33,800,439**	**61.83%**	**63.84%**	**63.81%**	**(87,364)**	**54,842,915**	**51,556,661**

EXPENDITURES (PROGRAM SERIES)	June 30, 2024	June 30, 2025	Adopted Budget	Projected End Of Year	Expended YTD	Budget Remaining	March 31, 2026 % of Budget Expended	March 31, 2025 % of Actuals Expended	March 31, 2024 % of Actuals Expended	Current YTD vs. PYTD	March 31, 2025	March 31, 2024
SITE ADMINISTRATION	2,063,549	2,407,433	2,375,180	2,415,339	1,719,367	655,813	72.39%	75.71%	73.40%	**(103,252)**	1,822,619	1,514,693
DISTRICT ADMINISTRATION	2,281,758	2,453,089	2,361,434	2,203,101	1,464,978	896,456	62.04%	59.91%	71.24%	**(4,768)**	1,469,745	1,625,521
SUPPORT SERVICES	3,265,363	3,281,017	3,417,289	3,825,618	2,964,405	452,884	86.75%	79.14%	78.96%	**367,899**	2,596,506	2,578,325
REGULAR INSTRUCTION	31,337,342	32,945,209	34,756,696	32,962,426	19,363,313	15,393,383	55.71%	57.18%	57.76%	**523,799**	18,839,514	18,099,013
EXTRA-CURRICULAR ACTIVITES	1,043,990	1,059,867	1,238,832	1,282,299	769,605	469,227	62.12%	68.75%	71.65%	**40,998**	728,607	747,980
VOCATIONAL INSTRUCTION	839,648	1,057,675	1,166,883	1,119,933	666,483	500,400	57.12%	62.05%	42.81%	**10,187**	656,296	359,464
SPECIAL EDUCATION	15,690,800	17,333,122	18,249,494	18,394,287	11,009,088	7,240,406	60.33%	58.50%	59.02%	**869,272**	10,139,815	9,260,570
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	5,324,980	5,122,089	3,831,692	1,493,288	71.96%	76.39%	82.32%	**(121,568)**	3,953,260	4,574,899
PUPIL SUPPORT SERVICES	11,410,630	12,507,735	11,657,396	10,825,680	6,919,328	4,738,068	59.36%	69.45%	63.60%	**(1,767,892)**	8,687,219	7,257,298
FACILITIES	6,795,129	7,093,003	7,385,647	7,605,909	5,400,760	1,984,887	73.13%	75.78%	73.95%	**26,036**	5,374,724	5,025,153
OTHER FINANCING USES	514,812	596,059	622,160	644,445	646,534	(24,374)	103.92%	96.40%	99.79%	**71,925**	574,609	513,745
TOTALS	**80,800,761**	**85,909,557**	88,555,991	**86,401,127**	**54,755,552**	**33,800,439**	**61.83%**	**63.84%**	**63.81%**	**(87,364)**	**54,842,915**	**51,556,661**

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

RICHFIELD | March 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	March 31, 2025	March 31, 2024
FOOD SERVICE	3,949,403	3,754,394	4,137,500	4,044,899	2,170,259	1,967,241	52.45%	55.57%	51.58%	**83,928**	2,086,331	2,036,991
COMMUNITY EDUCATION	2,322,904	2,083,163	2,235,465	2,220,281	1,897,316	338,149	84.87%	85.32%	89.23%	**119,876**	1,777,440	2,072,741
CONSTRUCTION	2,767,467	199,707	60,000	90,991	61,199	(1,199)	102.00%	70.84%	97.41%	**(80,269)**	141,468	2,695,809
DEBT SERVICE	8,086,343	7,638,767	7,747,676	7,841,928	7,665,284	82,393	98.94%	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	12,902	10,237	11,763	46.53%	87.71%	96.14%	**3,373**	6,864	29,391
INTERNAL SERVICE	8,636,077	8,766,512	9,453,905	9,886,168	7,024,370	2,429,535	74.30%	74.79%	76.69%	**468,286**	6,556,084	6,622,840
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	154,470	38,833	161,167	19.42%	0.82%	20.47%	**36,125**	2,708	74,660
OPEB DEBT SERVICE	2,013,317	1,990,937	1,973,071	1,997,943	1,972,202	869	99.96%	94.87%	103.31%	**83,412**	1,888,790	2,080,031
TOTALS	**28,170,859**	**24,771,306**	25,829,617	**26,249,582**	**20,839,700**	**4,989,917**	**80.68%**	**78.94%**	**84.49%**	**1,284,105**	**19,555,595**	**23,802,394**

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	March 31, 2025	March 31, 2024
FOOD SERVICE	3,729,581	3,918,120	3,978,144	4,011,966	2,674,812	1,303,332	67.24%	67.74%	66.59%	20,806	2,654,006	2,483,697
COMMUNITY EDUCATION	2,258,815	2,046,680	2,529,277	2,383,560	1,598,686	930,591	63.21%	68.78%	69.99%	191,007	1,407,679	1,580,895
CONSTRUCTION	1,834,310	1,886,621	1,650,000	2,116,320	1,700,062	(50,062)	103.03%	61.53%	85.71%	539,193	1,160,869	1,572,234
DEBT SERVICE	7,949,447	7,779,254	7,992,688	7,396,350	7,991,263	1,426	99.98%	100.00%	100.00%	212,009	7,779,254	7,949,447
TRUST	0	0	0	0	0	0	0.00%	0.00%	0.00%	0	0	0
CUSTODIAL	9,075	10,537	22,000	9,070	9,048	12,952	41.13%	100.00%	99.86%	(1,489)	10,537	9,062
INTERNAL SERVICE	7,249,696	9,172,108	9,466,607	8,982,025	7,006,530	2,460,077	74.01%	77.19%	85.95%	(73,132)	7,079,663	6,230,866
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	2,080,475	2,022,275	2,022,275	58,200	97.20%	100.00%	100.00%	100	2,022,175	2,025,100
TOTALS	**25,532,600**	**27,299,461**	28,209,191	**27,411,566**	**23,002,676**	**5,206,515**	**81.54%**	**81.01%**	**85.58%**	888,494	**22,114,183**	**21,851,301**

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	March 31, 2025	March 31, 2024
REVENUE	110,178,467	114,450,944	116,130,041	112,618,545	80,436,169	35,693,872	69.26%	70.06%	73.27%	253,741	80,182,428	80,726,910
EXPENDITURES	106,333,361	113,209,018	116,765,182	113,812,692	77,758,228	39,006,954	66.59%	67.98%	69.04%	801,130	76,957,098	73,407,962
SPENDING VARIANCE	3,845,105	1,241,926	(635,141)	(1,194,148)	2,677,941	N/A	N/A	N/A	N/A	(547,389)	3,225,331	7,318,947

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

Board of Education

Independent School District 280, Richfield, MN

Regular Meeting

April 20, 2026

Management – Retirement

Name	Employee Group	Position	Building	FTE	Effective Date	Years of Service
Kathleen Rumppe	Classified Management	Supervisor of Student Information	District Office	Full-Time	6/30/2026	25

Certified – Retirement per Agreement

Name	Employee Group	Position	Building	FTE	Effective Date	Years of Service
Juan Figueroa Garcia	Certified	English Language	Richfield Dual Language	Full-Time	6/30/2026	19
Kathleen Glick	Certified	STEM Teacher	Richfield STEM Elementary	Full-time	6/30/2026	20

Certified – Resignation

Name	Employee Group	Position	Building	FTE	Effective Date	Years of Service
Alicia Vaca Alonso	Certified	Social Studies Dual Language Teacher	Richfield High School	Full-Time	6/5/2026	4
Kristen Bradseth	Certified	Global Language Spanish Teacher	Richfield High School	Full-Time	6/5/2026	6
Matthew Caruso	Certified	Business Teacher	Richfield High School	Full-Time	6/5/2026	8
Zara Quraishi	Certified	Elementary Education Teacher	Sheridan Elementary School	Full-Time	6/8/2026	1

Certified – Leave of Absence

Name	Employee Group	Position	Building	FTE	Effective Date	Years of Service
Joana Pasco Albesa	Certified	Elementary Education Teacher	Richfield Dual Language	Full-Time	7/1/2026 - 6/30/2027	

Classified – New Hire

Name	Employee Group	Position	Building	FTE	Effective Date	Years of Service
Emily Christian	Paraprofessional	Special Education Paraprofessional	Central Education Center	Full-Time	4/6/2026	
Francisco Pavon Gonzalez	Facilities and Transportation	Building Cleaner	Richfield High School	Full-Time	4/15/2026	

Classified – Resignation

Name	Employee Group	Position	Building	FTE	Effective Date	Years of Service
Bradley Badour	Facilities and Transportation	Engineer	Richfield High School	Full-Time	4/24/2026	1.5

Classified – Termination

Name	Employee Group	Position	Building	FTE	Effective Date	Years of Service
Lindsey Jacobs	Nutrition Services	Kitchen Assistant	Centennial Elementary School	Part-TIme	4/13/2026	

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 20, 2026

Subject: Student Activity Fund and Other Organizations

(Recommended by the superintendent)

A second read of Policy 703: Student Activity Fund and Other Organizations & Administrative Guideline 703.1. This policy governs how student activity accounts are maintained within the RPS financial accounting system and affirms the separation of accounting between RPS and other organizations that support RPS students or staff. The guideline provides further definitions and details of how this is implemented.

The policy and guideline have been reviewed by the Finance Department, the Activities Department, and the Competitive Activities Advisory Committee, and recommended changes are included.

Attachments:
Policy 703: Student Activity Fund and Other Organizations - redlined
Administrative Guideline 703.1 - redlined
Appendix A: Activity Purpose Summary Form
MSBA Model Policy 713: Student Activity Accounting

RICHFIELD PUBLIC SCHOOLS

STUDENT ACTIVITY FUND AND OTHER ORGANIZATIONS

I. PURPOSE

The Richfield Public Schools ~~Board~~ board of ~~Education~~education, by the authority of Minnesota Statute 123B.49, must assume the direction and control of the student activity funds.

Outside organizations that have a formal relationship with the District, such as PTAs, Parent Booster Clubs, Staff-related accounts, Foundations, etc. are independent entities that perform their own financial accounting, and cannot be managed, accounted or reported by the ~~district~~District.

II. GENERAL STATEMENT OF POLICY

The use of student activity fund accounts shall be in compliance with the Manual for Uniform Financial Accounting and Reporting Standards (UFARS) for Minnesota Schools.

A. The ~~Board~~ board must receive, disburse, and account for all funds of such activities in the same manner as all other revenues and expenditures of the district as directed by district policy and UFARS.

B. The supervision and control of student activity accounts shall be the responsibility of the school principal or designee.

C. The financial accounting and reporting as directed by GASB 84 and UFARS shall be the responsibility of the Director of Finance or designee.

D. The student activity accounts shall be separate and identifiable in the ~~School~~ District's chart of accounts.

E. The student activity accounts shall be included in the annual school district audit with periodic reporting to the ~~School~~ school ~~Board~~board.

III. INACTIVE ACCOUNTS

A. The ~~School~~ school ~~Board~~ board or designee may terminate, at any time, a program or activity as long as such action does not violate any other statute. In general, the ~~Board~~ board will dissolve a student activity account after two years of inactivity, and the balances shall be transferred or donated to another student activity.

B. Activity accounts of a graduated class will be terminated prior to the start of the school year following graduation. ~~—~~ Any residual money

from a graduating class activity fund may be reallocated by the school principal or designee to the remaining student activity accounts, existing or newly created.

IV. OTHER ORGANIZATIONS THAT SUPPORT DISTRICT ACTIVITIES

The ~~School~~ school ~~Board~~ board shall not maintain or account for funds generated by non-students, including but not limited to, convenience funds for staff members, Parent Booster Clubs, or parent-teacher organizations or association funds.
Outside organizations such as these that have a formal relationship with the District must maintain bank accounts separate from ~~school d~~District accounts and separate disbursement and accounting mechanisms.

Such organizations shall not use the District's letterhead, insignia, tax exemption status, or tax identification numbers, and shall not hold themselves out in any manner as to be viewed as or mistaken to be a branch of the ~~school~~ District without prior approval from the ~~Board~~ school board or its designee.

The ~~School~~ District encourages external fundraising groups to follow appropriate accounting practices and conduct annual audits of financial records by an independent source. The ~~School~~ District's business office may provide guidance on compliance with this policy upon request of the individual organizations.

A. Outside organizations that support RPS student activities

In the case of organizations such as parent booster clubs, parent-teacher organizations, foundations, etc., the following must be observed: In order to maintain proper separation of disbursement and accounting mechanisms, ~~school d~~District employees are not permitted to make deposits into a bank account maintained by such an organization, or be an authorized check signer to write checks against, or reconcile such an account.~~—~~ School district employees must not direct or influence the activities of nor have any direct financial responsibility or influence for one of these organizations. For purposes of this policy, a school employee does not include a school board member or temporary or seasonal employee (working fewer than 67 days in a calendar year).

B. Outside organizations that support RPS staff activities

In the case of convenience funds for staff members, such as sunshine funds and staff activity clubs, etc., the following must be observed: Individuals within the ~~district~~ District responsible for financial accounting and/or in leadership positions should not administer the outside organizational funds. If this is not possible due

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to the purpose of the fund, then two signatures must be obtained for all financial transactions.

Legal References:

Minn. Stat. § 123B.02, Subd. 6 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.14, Subd. 7 (Officers of Independent School Districts)
Minn. Stat. § 123B.35 (General Policy)
Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 123B.38 (Hearing)
Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)
Minn. Stat. § 123B.52 (Contracts)
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirement)
Minn. Rules Part 3500.1050 (Definitions for Pupil Fees)
Visina v. Freeman, 252 Minn. 177, 89 N.W.2d 635 (1958)
Minn. Op. Atty. Gen. 159a-16 (May 10, 1966)
~~Minn. Stat. 123B.76 77 Uniform Financial Reporting and Accounting Standards (UFARS)~~

~~***Cross References:*** UFARS Manual, Chapter 14, Manual on Activity Fund Accounting (MAFA)~~

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RATIFIED BY THE BOARD OF EDUCATION: April 2, 2001

REVISED BY THE BOARD OF EDUCATION: February 6, 2006; November 20, 2006; March 15, 2021

RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINES

STUDENT ACTIVITY FUND AND OTHER ORGANIZATIONS

I. INTRODUCTION

The purpose of this guideline is to assist in the implementation of Policy 703, pertaining to the Richfield Public Schools board of education's ~~School Board's~~ direction and control of the student activity accounts.

II. DEFINITIONS

~~Whenever it is beneficial and in the best interest of the district and the students to participate in school sports or educational activities connected with their studies and outside of the territorial limits of the district, the board or designee may authorize such activity.~~The school board or designee may authorize extracurricular and co-curricular activities. The school board or designee must determine if the student activity is co-curricular or extracurricular prior to the granting authority for the activity.

A. **Extracurricular activities** are defined as all direct and personal services for students, including home school students, for their enjoyment, that are managed and operated under the guidance of a school advisor. Extracurricular ~~Student~~ student activities have **all** of the following characteristics:

1. The activity is not offered for school credit or required for graduation.
2. The activity is conducted outside schools hours, or if partly during school hours, at times agreed by the participants, and approved by the school principal.
3. The activity **content is determined primarily by the student** participants under the guidance of a school advisor.

B. **Co-Curricular Activities (Non-Athletics)** are defined as ~~school~~ school-sponsored and directed activities designed to provide opportunities for students to participate, on an individual or group basis, in school and public events for the improvement of skills. Co-Curricular activities are not offered for school credit, cannot be counted toward graduation and have one or more of the following characteristics:

1. The activity is conducted at regular and uniform times during school hours, or at times established by the principal.
2. The activity is directed by an instructional staff advisor in a learning environment similar to that found in courses offered for credit.

3. The activity is partially, primarily or totally funded by public funds for general instructional purposes under the direction and control of the board.

C. **Outside organizations that have a formal relationship with the District**, such as PTAs, ~~Parent~~ parent ~~Booster~~ booster ~~Clubs~~clubs, ~~Staff~~ staff-related convenience accounts, ~~Foundations~~ foundations, etc., are independent entities that perform their own accounting functions, and must not be managed, accounted or reported by the ~~district~~District.

~~1. Such organizations shall not use the District's letterhead, insignia, tax exemption status, tax I.D. numbers, and shall not hold themselves out in any manner as to be viewed as or mistaken to be a branch of the school without prior approval from the Board or its designee.~~

~~2. In the case of organizations such as parent booster clubs, parent teacher organizations, foundations, etc., the following must be observed: In order to maintain proper separation of disbursement and accounting mechanisms, school district employees are not permitted to make deposits into a bank account maintained by such an organization, or be an authorized check signer to write checks against, or reconcile such an account. School district employees must not direct or influence the activities of nor have any direct financial responsibility or influence for one of these organizations. For purposes of this guideline, a school employee does not include a school board member or temporary or seasonal employee (working fewer than 67 days in a calendar year).~~

~~3. In the case of convenience funds for staff members, such as sunshine funds and staff activity clubs, etc., the following must be observed: Individuals within the district responsible for financial accounting and/or in leadership positions should not administer the outside organizational funds. If this is not possible due to the purpose of the fund, then two signatures must be obtained for all financial transactions.~~

Commented [CQ1]: All of this is in the policy and does not need to be repeated in the guideline

D. A student activity account is not to be used by the schools to receive commission sales from vending machines~~, and~~ or school picture sales.

III. ACTIVITY PURPOSE

An **Activity Purpose Summary** form~~, see~~ (~~–~~Appendix A~~,~~ ~~–~~) or equivalent must be completed for each student activity on an annual basis, signed by the advisor, principal or designee, and maintained on file ~~in~~ with the ~~Business Office~~Finance Department.

Commented [CQ2]: Annually or just when a new student activity account is created?

The completed form must include the following elements:

- Date
- Name of activity
- Purpose of activity
- Grade of students who will benefit from the activity

• Acknowledgement that the advisor has received a copy of the UFARS Manual for Activity Fund Accounting (or District equivalent) and responsibilities related to the activity
• Instructions for disposal of the balance of the activity's funds upon termination
• Name of ~~Advisor~~ advisor – printed, signature and date
• Name of ~~Building~~ building ~~Principal~~ principal or designee – printed, signature or similar acknowledgement and date

Note: An email confirmation is acceptable in lieu of signatures if it contains an acknowledgment that the summary has been reviewed by the responsible parties (i.e., advisor, building principal or designee).

IV. EXPENDITURES

A student activity account must serve a specific group of students and is not to be used to circumvent the ~~district's~~ District's standard purchasing and accounting practices. Expenditures must follow public purpose.~~–~~ Public purpose means an activity that meets all of the following:

- will benefit the community as a whole
- is directly related to the functions of the ~~district~~District
- does not have as its primary objective the benefit of a private interest.

A. Acceptable activity account expenditures include, but are not limited to:

1. Expendable supplies spent on the operation of the activity.
2. Admission and participation fees for the entire group, not specific individuals within the group
3. Entertainment for specific student activity events, including contracted services (i.e., disc jockey for prom)
4. Food, lodging, transportation
5. Travel expenditures
6. Clothing for students participating in the student activity
7. Donations that meet the mission, vision, and activity purpose of the student activity as determined by the students.

B. Unacceptable activity account expenditures include, but are not limited to:

1. Salaries of advisors and/or any incidental expenses arising from the use of school property.
2. Employee compensation, gifts, awards or personal items.
3. Gift cards or gifts certificates or any other cash-like medium.
4. Faculty meetings or events
5. Costs not representative of the student activity purpose
6. Advisor and/or other district staff travel expense, unless such travel expense is clearly in connection with the student activity purpose of the student activity.

7. Library books, office supplies, furniture, textbooks or other supplies for general instructional use.
8. Field trips that are curricular in nature.
9. Donations or gifts made to individuals, religious entities or organizations such as a booster club, PTO, or school foundation.
10. Scholarships
11. Sales tax except airfare, hotel, auto rental and prepared meal costs not served on district property.

C. All transportation needs should be coordinated with the transportation office.

V. RECEIPTS

A. Revenue should include any donations, membership fees, admissions, or proceeds of any activity sponsored by the ~~Board~~school board.~~—~~ Gifts and donations must be accepted by the school board. ~~Gifts may require governing board approval for acceptance.~~

B. Deposits are to be made promptly.

C. All revenue collected from vending machines or school pictures are ~~district~~ District revenues, and cannot be deposited in any student activity account.

VI. DISBURSEMENTS

A. Disbursements should follow normal ~~district~~ District purchasing procedures and policies.~~—~~ The request shall provide the following information:

1. Name of ~~Organization~~organization
2. Explanation of ~~Disbursement~~disbursement
3. Name of ~~Vendor~~vendor(s)
4. Date ~~Requested~~requested
5. Account ~~Code~~code
6. Appropriate ~~Documentation~~ documentation (i.e., original itemized invoice, itemized ~~sales slip~~receipt)

B. Disbursement must be approved by:

1. Individual ~~Activity~~ activity ~~Fund~~ fund ~~Student~~ student ~~Treasurer~~ treasurer (when applicable)
2. Activity ~~Advisor~~ advisor and/or
3. Principal or designee

C. No individual student activity account can have a negative balance at the end of the fiscal year. Deficit financing, or writing a check against an account which has an insufficient cash balance is not an acceptable practice.

~~D. The student activity "petty cash" is maintained in a discrete, locked location in the school office and can be used to reduce the number of check requests and~~

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~~expedite reimbursements. Disbursements must not be paid directly with petty cash. As a general rule, petty cash should only be used for reimbursable expenses less than $100. Proper, dated and detailed documentation including approval as outlined in V.B. above must be supplied in order to receive reimbursement.~~

E. The use of personal checking accounts by employees, such as advisors or principals, to support student activity expenses is prohibited by law.

F. Contracted services and equipment purchases must be made by following normal ~~district~~ District processes. However, ~~Student~~ student ~~Activity~~ activity accounts cannot advertise, solicit ~~and~~ or award bids.

VII. INACTIVE/DISCONTINUED ACTIVITY ACCOUNTS WITH REMAINING CASH BALANCES

Balances from inactive student activity accounts will be transferred to the student activity list on the activity purpose summary form. ~~For either inactive or discontinued accounts, follow the instructions on the Activity Purpose Summary or equivalent, which provides instructions for disposition of an activity and the related funds upon termination.~~

Any student activity account ~~which~~ that has been inactive for a maximum of one fiscal year must be disposed of unless the advisor submits a plan to the ~~Business Office~~Finance Department~~,~~ indicating why the activity has been inactive and why it should not be terminated.

For student activity accounts related to a graduated class, any funds remaining in the account after graduation must be disposed of as indicated on the ~~Activity~~ activity ~~Purpose~~ purpose ~~Summary~~ summary ~~or equivalent~~form~~,~~ in a timely manner. For transactions occurring after graduation, it is acceptable for the advisor and principal~~,~~ or designee~~,~~ to approve transactions. Student signatures are not required after graduation as long as the remaining account balance is being disposed of in accordance with the termination instructions on the ~~Activity~~ activity ~~Purpose~~ purpose ~~Summary~~summary form.

VIII. FISCAL REQUIREMENTS

A. Any changes, termination or addition of an activity account shall be documented by the school principal and coordinated with the business office.

B. The school principal shall ~~insure~~ ensure that all accounts are in compliance with the Manual on Activity Fund Accounting (MAFA).~~—~~ The principal shall be responsible for providing each activity advisor with the manual and supervising their compliance.

C. The account records shall be reconciled monthly by the activity treasurer and the ~~school district business office~~Finance Department.

D. An annual student activities summary statement of receipts, disbursements and current balances for each student activity account shall be prepared for approval by the ~~s~~School ~~Board~~board.

E. Activity account reporting shall routinely be provided to the ~~School~~ school ~~Board~~ board and included in the annual financial audit report.

F. The board shall conduct periodic reviews of student fundraising, including the type of fundraisers, timing, purpose, and results.

IX. ENTERING INTO CONTRACTS

All contracts must be approved by the ~~School~~ school ~~Board~~board. Any other contract arrangement is considered null and void by the ~~school d~~District, and may become the personal liability of school personnel.

The contracts for vending machines, yearbook and school picture sales must be approved by the ~~School~~ school ~~Board~~board.

Cross References:
Uniform Financial Accounting and Reporting Standards (UFARS)
~~———————~~Policy 653~~—~~: Field Trips
~~———————~~Policy 707~~—~~: Commission Sales – Vending and School Pictures
~~———————~~Policy 744~~—~~: ~~Co-Curricular & Athletic~~Activities Transportation

Legal References:
Minn. Stat. 123B.76.77, UFARS
~~———————~~Minn. Stat.~~—~~ 123B.76-77, Chapter 14 – MAFA Manual
~~———————~~Minn. Stat.~~—~~ 123B.49 - Co-Extracurricular
~~———————~~Minn. Rule~~—~~ 3500.1050 - Co-Extracurricular
~~———————~~Minn. Stat.~~—~~ 123B.35-38 - Pupil Fees
~~———————~~Minn. Stat.~~—~~ 123B.09 & .52~~—~~ - Contracts
~~———————~~Minn. Stat.~~—~~ 123B.02, subd. 6 - Gifts
~~———————~~Minn. Stat.~~—~~ 471.345 - MN Bid Law

Dated: May 7, 2001
Reviewed:
Revised: February 6, 2006; November 20, 2006; March 15, 2021

Appendix A – Forms

Activity Purpose Summary

Student Activity Purpose Summary

Richfield Public Schools

Date: _____Name of Activity: _____

Purpose of Activity:

_____

_____

Grade of Students who will benefit from Activity: _____

Student Activity Guidance

Student activities are in nature by the students and for the students. The Advisor role is limited to advising only. The students should be making the decisions regarding the allocation of funds.

Student activities are not permitted to pay staff or contracted staff related costs. The student activity cannot donate funds to the district that will then be used to pay for staff-related costs.

All expenditures must benefit the students participating in the student activity who are currently enrolled. ***(Districts should customize this list based on local policies and procedures, if more restrictive)***

Appropriate expenditures for student activity accounts include, but are not limited to, the following:

- Admission and participation fees for the entire group, not specific individuals within the group
- Entertainment for specific student activity events, including contracted services (i.e., Disc Jockey for prom)
- Food
- Lodging
- Supplies and materials
- Clothing for students participating in the student activity
- Transportation
- Travel expenditures

Inappropriate expenditures for student activity accounts include, but are not limited to, the following:

- Assemblies not representative of the student activity purpose
- Employee compensation, gifts or awards
- Faculty meetings or events
- Labor or service payments (staff salaries or independent contractors acting as staff)
- Library books
- Office supplies
- Office or school furniture (for instructional use)
- Textbooks
- Gift cards
- Gift certificates
- Field trips which are curricular in nature
- Personal items for coaches, advisors or other staff members
- Scholarships

Appropriate donations should meet the mission and vision of the student activity as determined by the students and may include, but are not limited to, the following:

- Donations that the student activity determines after the students have realized a surplus fund balance should be recorded in the General Fund 01 with Finance Code 301.
- Donations that the students have pre-determined to raise funds for a non-profit organization (i.e., culinary club does a Second Harvest food drive or the Spanish club does a fundraiser for Puerto Rico Hurricane Relief) should be recorded in the Custodial Fund 18.

Inappropriate donations from the student activity accounts include, but are not limited to, the following:

- Donations to individuals
- Donations for religious activities
- Donations to booster clubs
- Donations to parent teachers organizations
- Donations to staff related accounts
- Donations to school foundations
- Donations to scholarship fund

I, _____ (advisor) have read and understand the attached rules and policies. I acknowledge my responsibilities for assuring proper procedures are followed.

_____	_____	_____
Advisor's Name (printed)	Advisor's Signature	Date of Submission
_____	_____	_____
Building Principal's name (printed)	Principal's Signature	Date of Approval

Upon termination of the above named activity, any unobligated funds that remain in the account will be transferred to:

_____

_____	_____	_____
Advisor's Name (printed)	Advisor's Signature	Date of Submission
_____	_____	_____
Activity Student Representative Name (printed)	Principal's Signature	Date of Approval

Business Office Use Only

Restricted Fund Balance Code:_____

Course Code Assigned (if used):_____

Adopted: _____ *MSBA/MASA Model Policy 713*
Orig. 2004
Revised: _____ *Rev. 2022*

713 STUDENT ACTIVITY ACCOUNTING

I. PURPOSE

The school board recognizes the need to provide alternative paths to learning, skill development for its students, and activities for student enjoyment. It also understands its commitment to and obligation for assuring maximum accountability for public funds and student activity funds. For these reasons, the school board will assume control over and/or oversee funds for student activities as set forth in this policy.

II. GENERAL STATEMENT OF POLICY

A. Curricular and Cocurricular Activities

The school board shall take charge of, control over, and account for all student activity funds that relate to curricular and cocurricular activities.

[Note: The school board is required by Minnesota Statutes section 123B.49, subdivision 2, to take charge of and control over all cocurricular activities, including all money received for such activities.]

B. Extracurricular Activities

The school board shall take charge of and control over all student activity accounting that relates to extracurricular activities.

[Note: The school board is required by Minnesota Statutes section 123B.49, Subd. 4, to take charge of and control over all extracurricular activities, including all money received for such activities.]

C. Non-Student Activities

In overseeing student activity accounts under this policy, the school board shall not maintain or account for funds generated by non-students including, but not limited to, convenience funds of staff members, booster club funds, parent-teacher organization or association funds, or funds donated to the school district for specified purposes other than student activities.

III. DEFINITIONS

A. Cocurricular Activity

A "cocurricular activity" means those portions of the school-sponsored and directed activities designed to provide opportunities for students to participate in such experiences on an individual basis or in groups, at school and at public events, for improvement of skills (i.e., interscholastic sports, band, etc.). Cocurricular activities are not offered for school credit, cannot be counted toward graduation, and have *one or more* of the following characteristics:

1. They are conducted at regular and uniform times during school hours, or at times established by school authorities;

2. They are directed or supervised by instructional staff in a learning environment similar to that found in courses offered for credit; and

3. They are partially, primarily, or totally funded by public moneys for general instructional purposes under direction and control of the school board.

B. Curricular Activity

A "curricular activity" means those portions of the school program for which credit is granted, whether the activity is part of a required or elective program.

C. Extracurricular (Noncurricular/Supplementary) Activity

An "extracurricular (noncurricular/supplementary) activity" means all direct and personal services for students for their enjoyment that are managed and operated under the guidance of an adult or staff member. Extracurricular activities have *all* of the following characteristics:

1. They are not offered for school credit nor required for graduation;

2. They generally are conducted outside school hours or, if partly during school hours, at times agreed by the participants and approved by school authorities;

3. The content of the activities is determined primarily by the student participants under the guidance of a staff member or other adult.

D. Public Purpose Expenditure

A "public purpose expenditure" is one which benefits the community as a whole, is directly related to the functions of the school district, and does not have as its primary objective the benefit of private interest.

IV. MANAGEMENT AND CONTROL OF ACTIVITY FUNDS

A. Curricular and Cocurricular Activities

1. All money received on account of cocurricular activities shall be turned over to the treasurer, who shall deposit such funds in the general fund, to be disbursed for expenses and salaries connected with the activities, or otherwise, by the school board upon properly allowed itemized claims.

2. The treasurer shall account for all revenues and expenditures related to curricular and cocurricular activities in accordance with the Uniform Financial Accounting and Reporting Standards (UFARS) and school district policies and procedures.

B. Extracurricular Activities

1. Any and all costs of extracurricular activities may be provided from school revenues.

2. All money received or expended for extracurricular activities shall be recorded in the same manner as other revenues and expenditures of the school district and shall be turned over to the treasurer, who shall deposit such funds in the general fund, to be disbursed for expenses and salaries connected with the activities, or otherwise, by the school board upon properly allowed itemized claims.

3. The treasurer shall account for all revenues and expenditures related to extracurricular activities in accordance with UFARS and school district policies and procedures.

4. All student activity funds will be collected and expended:

   a. in compliance with school district policies and procedures;

   b. under the general direction of the principal and with the participation of students and faculty members who are responsible for generating the revenue;

   c. in a manner which does not produce a deficit or an unreasonably large accumulation of money to a particular student activity fund;

   d. for activities which directly benefit the majority of those students making the contributions in the year the contributions were made whenever possible; and

   e. in a manner which meets a public purpose.

5. Activity accounts of a graduated class will be terminated prior to the start of the school year following graduation. Any residual money from a graduating class activity fund will remain in the general fund and may be used for any school district purpose. Prior to depositing such accounts, all donations or gifts accepted for the specific purpose of the student activity account shall be administered in accordance with the terms of the gift or donation and school district policy.

V. DEMONSTRATION OF ACCOUNTABILITY

A. Annual External Audit

The school board shall direct its independent certified public accountants to audit, examine, and report upon student activity accounts as part of its annual school district audit in accordance with state law.

B. Fundraiser Report

The administration will prepare a fundraising report semi-annually which will be reviewed by the school board in May and November. The report will list the activity, type of fundraisers, timing, purpose, and results.

[Note: The school board should conduct periodic reviews of student fundraising. The manner in which such reviews are conducted is in the discretion of the school board.]

Legal References:

Minn. Stat. § 123B.02, Subd. 6 (General Powers of Independent School Districts)
Minn. Stat. § 123B.09 (Boards of Independent School Districts)
Minn. Stat. § 123B.14, Subd. 7 (Officers of Independent School Districts)
Minn. Stat. § 123B.35 (General Policy)
Minn. Stat. § 123B.36 (Authorized Fees)
Minn. Stat. § 123B.37 (Prohibited Fees)
Minn. Stat. § 123B.38 (Hearing)

Minn. Stat. § 123B.49 (Extracurricular Activities; Insurance)
Minn. Stat. § 123B.52 (Contracts)
Minn. Stat. § 123B.76 (Expenditures; Reporting)
Minn. Stat. § 123B.77 (Accounting, Budgeting, and Reporting Requirement)
Minn. Rules Part 3500.1050 (Definitions for Pupil Fees)
Visina v. Freeman, 252 Minn. 177, 89 N.W.2d 635 (1958)
Minn. Op. Atty. Gen. 159a-16 (May 10, 1966)

Cross References:

Uniform Financial Accounting and Reporting Standards (UFARS)
MSBA/MASA Model Policy 510 (School Activities)
MSBA/MASA Model Policy 511 (Student Fundraising)
MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)
MSBA/MASA Model Policy 701.1 (Modification of School District Budget)
MSBA/MASA Model Policy 702 (Accounting)
MSBA/MASA Model Policy 703 (Annual Audit)
MSBA/MASA Model Policy 704 (Development and Maintenance of an Inventory of Fixed Assets and a Fixed Asset Accounting System)
MSBA/MASA Model Policy 706 (Acceptance of Gifts)

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 20, 2026

Subject: Religion in the Schools

(Recommended by the superintendent)

A second read of Policy 613: Religion in the Schools & Administrative Guideline 613.1. This policy affirms the District's commitment to student and staff religious freedom and provides the criteria that must be met when school-sponsored programs and activities include the study of religious materials. The guideline provides details on how staff maintain religious neutrality and the expectations for staff and students who choose to express religious beliefs.

The policy and guideline are aligned to federal law and state statute.

Attachments:
Policy 613: Religion in the Schools - redlined
Administrative Guideline 613.1 - redlined
MSBA Model Policy 609: Religion and Religious and Cultural Observances

RICHFIELD PUBLIC SCHOOLS

RELIGION IN THE SCHOOLS

I. PURPOSE

The purpose of this policy is to identify the status of religion as it pertains to school programs and activities in Richfield Public Schools.

II. GENERAL STATEMENT OF POLICY

A. The District shall neither promote nor disparage any religious belief or nonbelief. Instead, the District encourages all students and employees to have appreciation for and tolerance of each other's views.

B. The District also recognizes that religion has had and is having a significant role in the social, cultural, political, and historical development of civilization.

C. The District recognizes that one of its educational objectives is to increase its students' knowledge and appreciation of music, art, drama, and literature, which may have had a religious basis or origin as well as a secular importance.

D. The District supports the inclusion of religious music, art, drama, and literature in the curriculum and in school activities provided it is intrinsic to the learning experience and is presented in an objective manner without sectarian indoctrination.

E. The historical and contemporary values and the origin of various religions, holidays, customs and beliefs may be explained in an unbiased and nonsectarian manner.

III. REQUIREMENTS

A. ~~School~~ School ~~-~~Sponsored Programs and Activities

School-sponsored programs and activities, including the study of religious materials, customs, beliefs, and holidays, must meet the following three criteria.

1. The proposed activity must have a secular purpose.

2. The primary objective of the activity must be one that neither advances nor inhibits religion.

3. The activity must not foster excessive governmental relationships with religion.

B. Religious Expression and Accommodations

1. Schools may not forbid students, acting on their own, from expressing their personal religious views or beliefs solely because they are of a religious nature. At the same time, schools may not endorse religious activity or doctrine, nor coerce participation in religious activity.

2. Religious harassment aimed at one or more students is not permitted. Students do not have the right to make repeated invitations to other students to participate in religious activity in the face of a request to stop.

3. Reasonable efforts will be made to accommodate any student who wishes to be excused from ~~attendance at school for the purpose of religious instruction or observance of religious holidays~~a curricular activity for a religious observance or a Native American cultural practice, observance, or ceremony.

IV. ADMINISTRATIVE GUIDELINES

The superintendent is authorized to develop administrative guidelines to assist in the implementation of this policy.

Legal References:

U.S. Constitution, First Amendment
Minn. Stat. § 120A.22, Subd. 12 ~~(3)~~ (Compulsory Instruction)
Minn. Stat. § 120A.35 (Absence ~~From~~ from School for Religious Observance)
Minn. Stat. § 121A.10 (Moment of Silence)
Good News Club v. Milford Central School, 533 U.S. 98 (2001)
Santa Fe Independent School District v. Doe, 530 U.S. 290 (2000)
Tangipahoa Parish Board of Education v. Freiler, 530 U.S. 1251 (2000)
Lemon v. Kurtzman, 403 U.S.602 ~~, 91 S.Ct. 2105, 29 L.Ed.2d 745~~ (1971)
Child Evangelism Fellowship v. Minneapolis Special Sch. Dist. No. 1, 690 F.3d 996 (8th Cir. 2012)
Wigg v. Sioux Falls Sch. Dist., 382 F.3d 807 (8th Cir. 2004)
Doe v. School Dist. of City of Norfolk, 340 F.3d 605 (8th Cir. 2003)
Stark v. Independent Sch. Dist. No. 640, 123 F.3d 1068 (8th Cir. 1997)
Florey v. Sioux Falls Sch. Dist. 49-5, 619 F.2d 1311 (8th Cir.) ~~*cert. denied*, 449 U.S. 987, 101 S.Ct. 409, 66 L.Ed.2d 251~~ (1980)
Roark v. South Iron R-1 Sch. Dist., 573 F.3d 556 (8th Cir. 2009)
Child Evangelism Fellowship v. Elk River Area Sch. Dist. No. 728, 599 F.Supp.2d 1136 (D. Minn. 2009)
~~*Stark v. Independent Sch. Dist. No. 640*, 123 F.3d 1068 (8th Cir.) *cert. denied*, 118 S.Ct. 1560, 140 L.Ed.2d 792 (1997)~~

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~~*Santa Fe Independent School District v. Doe*, 530 U.S. 290, 120 S.Ct. 2266 (2000)~~
~~*Tangipahoa Parish Board of Education v. Freiler*, 530 U.S. 1251, 120 S.Ct. 2266 (2000)~~
LeVake v. Independent School District No. 656, 625 N.W.2d 502 (Minn. App. 2001)~~, *cert. denied*, 534 U.S. 1081, 122 S.Ct. 814, 151 L.Ed.2d 698 (2002)~~
~~*Good News Club v. Milford Central School*, 533 U.S. 98, 121 S.Ct. 2093, 150 L.Ed.2d 151 (2001)~~
Minn. Op. Atty. Gen. 169-J (Feb. 14, 1968)
Minn. Op. Atty. Gen. 169-K (Oct. 21, 1949)
Minn. Op. Atty. Gen. No. 63 (1940)
Minn. Op. Atty. Gen. No. 120 (1924)
Minn. Op. Atty. Gen. No. 121 (1924)

Cross References:
Policy 103: Harassment Prohibition
Policy 801: Student Use of Secondary School Facilities

RATIFIED BY THE BOARD OF EDUCATION: November 2, 1998

REVISED BY THE BOARD OF EDUCATION: December 20, 2004; August 12, 2013; July 12, 2021

RICHFIELD PUBLIC SCHOOLS

ADMINISTRATIVE GUIDELINES

RELIGION IN THE SCHOOLS

The purpose of these administrative guidelines is to provide additional direction regarding implementation of Board Policy 613.

I. OFFICIAL NEUTRALITY REGARDING RELIGIOUS ACTIVITY

In Richfield Public Schools, t~~T~~eachers, school administrators, and other school employees, when acting in those capacities, are representatives of the state and are prohibited by the establishment clause from soliciting or encouraging religious activity, and from participating in such activity with students. School employees also are prohibited from discouraging activity because of its religious content, and from soliciting or encouraging anti-religious activity.

Where the overall context makes it clear that they are not participating in their official capacities, school employees may take part in religious activities. For example, before school or during lunch, school employees may meet together for prayer or Bible study to the same extent that they may engage in other conversation or nonreligious activities. Similarly, school employees may participate in their personal capacities in privately sponsored baccalaureate ceremonies.

II. SCHOOL-SPONSORED PROGRAMS AND ACTIVITIES

A. Teaching about Religion

Public schools may not provide religious instruction, but they may teach *about* religion, including the Bible or other scripture: the history of religion, comparative religion, the Bible (or other scripture~~)~~) as literature, and the role of religion in the history of the United States and other countries, all are permissible public school subjects. Similarly, it is permissible to consider religious influences on art, music, literature and social studies. Although public schools may teach about religious holidays, including their religious aspects, and may celebrate the secular aspects of holidays, school may not observe holidays as religious events or promote such observance by students.

B. Teaching Values

Though schools must be neutral with respect to religion, they may play an active role with respect to teaching civic values and virtue, and the moral code that holds us together as a community. The fact that some of these values are held also by religions does not make it unlawful to teach them in school. Examples of values that may be taught include

honesty, respect for others, courage, kindness and good citizenship. It is also appropriate for school officials to instill in students such values as independent thought, tolerance of diverse views, self-respect, maturity, and logical decision-making.

C. Creationism, Creation-Science and Evolution

1. The U.S. Supreme Court has determined that it is unconstitutional to restrict an educator's right to teach evolution.

2. In science classes, educators may only present scientific explanations for life on earth and scientific critiques of evolution. The U.S. Supreme ~~court~~ Court has held that it is unconstitutional to require educators who teach evolution to also teach creationism.

3. Creationism may be included in classes on comparative religions as an example of how some religious groups believe human life began. However, creationism may not be taught as scientific fact.

D. Religious Holidays

1. Teaching about Religious Holidays

   While teachers may teach about religious holidays as part of an objective and secular educational program of teaching about religion, celebrating religious holidays in the form of religious worship or other practices is unconstitutional. Teaching about holidays with both a religious and secular basis may be constitutional if it furthers a genuine secular program of education, is presented objectively, and does not have the effect of advancing or inhibiting religion. The study of religious holidays should reflect this nation's diversity and bountiful heritage.

2. Religious Symbols

   Religious symbols such as crosses, crèches and menorahs may be used as teaching aids in the classroom provided that the symbols are displayed as an example of the cultural and religious heritage of the holiday, and are temporary in nature. They may not be used as decorations. Symbols of religious holidays that have acquired secular meaning, such as Christmas trees, may be permissible decorations, although the courts have not ruled on this specific issue.

3. Religious Music, Art, Literature and Drama

   Music, art, literature and drama with religious themes may be included in teaching about holidays, provided that they are

presented in a religiously neutral, prudent and objective manner, and relate to sound, secular educational goals.— However, it is unconstitutional for schools to permanently display religious artwork.

4. Special Events, Programs and Concerts

Religious music or drama may be included in school events, which are part of a secular program of education.– The content of school special events, assemblies, concerts and programs must be primarily secular, objective and educational, and not focus on any one religion or religious observance.— Such events must not promote or denigrate any particular religion, serve as a religious celebration, or become a forum for religious devotion.— Student participation shall be voluntary.

5. Excusal from Classes ~~which~~ that Teach about Religious Holidays

If the religious beliefs of a student~~s~~ or their parent/guardian~~s~~ conflict~~s~~ with the content of a classroom activity, the student~~s~~ may be excused, consistent with Board Policy 611~~,—~~: Provision for Alternative Instruction.

III. RELIGIOUS EXPRESSION

A. Student Prayer and Religious Discussion

Students may pray in a non-disruptive manner when not engaged in school activities or instruction, and subject to the rules that normally pertain in the applicable setting.— Specifically, students in informal settings, such as cafeterias and hallways, may pray and discuss their religious views with each other, subject to the same rules of order as apply to other student activities and speech.– Students may also speak to, and attempt to persuade, their peers about religious topics just as they do with regard to political topics.– However, school officials should intercede to stop student speech that constitutes harassment aimed at a student or a group of students.

Students may also participate in before or after school events with religious content, such as "see you at the flag pole" gatherings, on the same terms as they may participate in other non-curriculum activities on school premises.— School officials may neither discourage nor encourage participation in such an event.

The right to engage in voluntary prayer or religious discussion free from discrimination does not include the right to have a captive audience listen, or to compel other students to participate.— Teachers and school administrators should ensure that no student is in any way coerced to participate in religious activity.

B. Student Assignments

Students may express their beliefs about religion in the form of homework, artwork, and other written and oral assignments free of discrimination based on the religious content of their submissions. Such home and classroom work should be judged by ordinary academic standards of substance and relevance, and against other legitimate pedagogical concerns identified by the school.

C. Student Speakers at Assemblies, Extracurricular Events, and Graduation

Student speakers at student assemblies, extracurricular events, and graduation may not be selected on a basis that either favors or disfavors religious speech. Where student speakers are selected on the basis of genuinely neutral, evenhanded criteria and retain primary control over the content of their expression, that expression is not attributable to the school and therefore may not be restricted because of its religious or anti-religious content. By contrast, where school officials determine or substantially control the content of what is expressed, such speech is attributable to the school and may not include prayer or other specifically religious or anti-religious content. To avoid any mistaken perception that a school endorses student speech that is not in fact attributable to the school, school officials may make appropriate, neutral disclaimers to clarify that such speech, whether religious or nonreligious, is the speaker's and not the school's.

D. Baccalaureate Ceremonies

Under current Supreme Court decisions, school officials may not mandate or organize religious ceremonies. If a school generally opens its facilities to private groups, it must make its facilities available on the same terms to organizers of privately sponsored religious baccalaureate services. A school may not extend preferential treatment to baccalaureate ceremonies. In addition, a school may disclaim official endorsement of events sponsored by private groups, provided it does so in a manner that neither favors nor disfavors groups that meet to engage in prayer or religious speech.

E. Student ~~Garb~~Dress and Appearance

~~Schools enjoy substantial discretion in adopting policies relating to student dress and school uniforms.~~ Students generally have no Federal right to be exempted from religiously-neutral and generally applicable school dress rules based on their religious beliefs or practices; however, schools may not single out religious attire in general, or attire of a particular religion, for prohibition or regulation. Students may display religious messages on items of clothing to the same extent that they are permitted to display other comparable messages. Religious messages may not be singled out for

suppression, but rather are subject to the same rules as generally apply to comparable messages. Board Policy 547 governs student dress and appearance.

F. Distribution of Religious Literature

Students have a right to distribute religious literature to their schoolmates on the same terms as they are permitted to distribute other literature that is unrelated to school curriculum or activities. Schools may impose the same reasonable time, place and manner or other constitutional restrictions on distribution of religious literature as they do on nonschool literature generally, but they may not single out religious literature for special regulation.~~—~~ Board Policy ~~561~~ 109 governs ~~distributing~~ the distribution of non-curricular literature to students.

IV. ACCOMMODATING RELIGIOUS PRACTICES OF STUDENTS

A.~~–~~ Religious Excusals

Consistent with Board Policy 611~~,~~: Provision for Alternative Instruction, a student may be excused from lessons that are objectionable to the student or the student's~~'~~ ~~parents~~ parent/guardian on religious or other conscientious grounds.~~—~~ School officials may neither encourage nor discourage students from availing themselves of an excusal option.

Students may also be excused from class to remove a significant burden on their religious exercise, where doing so would not impose material burdens on other students.~~—~~ For example, it would be permissible to excuse Muslim students briefly from class to enable them to fulfill their religious obligations to pray during Ramadan.

B. Released Time

Consistent with Board Policy ~~345~~545~~,~~: Attendance ~~and Truancy~~, students may be dismissed to attend off-premises religious instruction, provided that school officials neither encourage or discourage participation or penalize those who do not attend.~~—~~ Schools may not allow religious instruction by outsiders on school premises during the school day.

C. School Calendar and Scheduling of Activities

Public schools do not have to close down or reschedule activities due to conflicts between the school calendar and religious holidays. However, schools may choose to do so when large numbers of students and teacher absences are anticipated.~~–~~ If possible, so as not to penalize students for religious observance, ~~school d~~District, ~~individual~~ school and teacher calendars should be prepared, to the greatest feasible extent, not to conflict with religious holidays of all

faiths. A sincere attempt should be made not to schedule graduation, assemblies, and other special school and student events on religious holidays. If conflicts occur, sensitivity and flexibility should be exercised.

Legal References:

Case law citations for all topics included in the administrative guidelines are listed in the following publications: *Religion in the Public Schools: Guidelines for a Growing and Changing Phenomenon* (Anti-defamation League, 1996), *Religious Expression in Public Schools: a Statement of Principles* (U.S. Department of Education, June 1998), and *Guidance on Constitutionally Protected Prayer in Public Elementary and Secondary Schools* (U.S. Department of Education, February 2003)

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Cross References:

Policy 109: Distribution of Materials on School Premises
Policy ~~345~~545: Attendance ~~and Truancy~~
Policy 547: Student Dress and Appearance
~~Policy 561: Distribution of Non-curricular Literature to Students~~
Policy 611: Provision for Alternative Instruction

Dated: November 2, 1998
Reviewed: August 12, 2013
Revised: December 20, 2004; July 12, 2021

Adopted: _____ *MSBA/MASA Model Policy 609*
Orig. 1995
Revised: _____ *Rev. 2024*

609 RELIGION AND RELIGIOUS AND CULTURAL OBSERVANCES

I. PURPOSE

The purpose of this policy is to identify the status of religion as it pertains to the programs of the school district.

II. GENERAL STATEMENT OF POLICY

A. The school district shall neither promote nor disparage any religious belief or nonbelief. Instead, the school district encourages all students and employees to have appreciation for and tolerance of each other's views.

B. The school district also recognizes that religion has had and is having a significant role in the social, cultural, political, and historical development of civilization.

C. The school district recognizes that one of its educational objectives is to increase its students' knowledge and appreciation of music, art, drama, and literature which may have had a religious basis or origin as well as a secular importance.

D. The school district supports the inclusion of religious music, art, drama, and literature in the curriculum and in school activities provided it is intrinsic to the learning experience and is presented in an objective manner without sectarian indoctrination.

E. The historical and contemporary values and the origin of various religions, holidays, customs, and beliefs may be explained in an unbiased and nonsectarian manner.

III. RESPONSIBILITY

A. The superintendent shall be responsible for ensuring that the study of religious materials, customs, beliefs, and holidays in the school district is in keeping with the following guidelines:

1. The proposed activity must have a secular purpose.

2. The primary objective of the activity must be one that neither advances nor inhibits religion.

3. The activity must not foster excessive governmental relationships with religion.

4. Notwithstanding the foregoing guidelines, reasonable efforts must be made to accommodate any student who wishes to be excused from a curricular activity for a religious observance or American Indian cultural practice, observance, or ceremony. The school district must provide annual notice to parents of this policy.

B. The superintendent is granted authority to develop and present for school board review and approval directives and guidelines for the purpose of providing further guidance relative to the teaching of materials related to religion. Approved directives and guidelines shall be attached as an addendum to this policy.

Legal References: U. S. Const., amend. I
Minn. Stat. § 120A.22, Subd. 12 (Compulsory Instruction)
Minn. Stat. § 120A.35 (Absence from School for Religious and Cultural Observances)
Minn. Stat. § 121A.10 (Moment of Silence)
Good News Club v. Milford Central School, 533 U.S. 98 (2001)
Santa Fe Indep. Sch. Dist. v. Doe, 530 U.S. 290 (2000)
Tangipahoa Parish Bd. of Educ. v. Freiler, 530 U.S. 1251 (2000)
Lemon v. Kurtzman, 403 U.S.602, (1971)
Child Evangelism Fellowship v. Minneapolis Special Sch. Dist. No. 1, 690 F.3d 996 (8th Cir. 2012)
Wigg v. Sioux Falls Sch. Dist., 382 F.3d 807 (8th Cir. 2004)
Doe v. School Dist. of City of Norfolk, 340 F.3d 605 (8th Cir. 2003)
Stark v. Independent Sch. Dist. No. 640, 123 F.3d 1068 (8th Cir. 1997)
Florey v. Sioux Falls Sch. Dist. 49-5, 619 F.2d 1311 (8th Cir. 1980)
Roark v. South Iron R-1 Sch. Dist., 573 F.3d 556 (8th Cir. 2009)
Child Evangelism Fellowship v. Elk River Area Sch. Dist. No. 728, 599 F.Supp.2d 1136 (D. Minn. 2009)
LeVake v. Independent Sch. Dist. No. 656, 625 N.W.2d 502 (Minn. App. 2001)
Minn. Op. Atty. Gen. 169-J (Feb. 14, 1968)
Minn. Op. Atty. Gen. 169-K (Oct. 21, 1949)
Minn. Op. Atty. Gen. 63 (1940)
Minn. Op. Atty. Gen. 120 (1924)
Minn. Op. Atty. Gen. 121 (1924)

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

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 20, 2026

SUBJECT: RESOLUTION 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 to discontinue the teaching contracts and to place the teachers on unrequested leave of absence.

Background Information

See attached.

RESOLUTION DISCONTINUING CONTRACT

WHEREAS, on March 16, 2026 the School Board of Independent School District 280 adopted a resolution proposing to discontinue the teaching contract of Libby Nelson and place said teacher on unrequested leave of absence; and

WHEREAS said written notice of proposed discontinuance of this teaching contract was personally received by Libby Nelson on April 9, 2026; and

WHEREAS said written notice of proposed discontinuance of teaching contract contained a statement setting forth the reasons for proposed discontinuance, as well as a statement that said Libby Nelson was entitled to certain rights as provided under Article X, Section 10 of the Master Agreement with Education Richfield provided that said rights were exercised within the timelines established in the Master Agreement; and

WHEREAS no rights to other positions were available to be exercised by said Libby Nelson to the School Board's proposed action; and

WHEREAS such determination results in the need to continue with the proposed discontinuance of the teaching contract and placement on unrequested leave of absence for Libby Nelson;

BE IT THEREBY RESOLVED by the School Board of Independent School District 280 that the continuing contract of Libby Nelson as a teacher of Independent School District 280 is discontinued effective at the beginning of the 2026-2027 school year pursuant to Minnesota Statute Section 122A.40, and the Master Agreement with Education Richfield and that Libby Nelson is hereby placed on unrequested leave of absence.

BE IT FURTHER RESOLVED THAT a notice of discontinuance together with a copy of this resolution be forwarded to Libby Nelson by personal delivery.

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RESOLUTION DISCONTINUING CONTRACT

WHEREAS, on March 16, 2026 the School Board of Independent School District 280 adopted a resolution proposing to discontinue the teaching contract of Gatha Tara Howard-Felician and place said teacher on unrequested leave of absence; and

WHEREAS said written notice of proposed discontinuance of this teaching contract was personally received by Gatha Tara Howard-Felician on March 17, 2026; and

WHEREAS said written notice of proposed discontinuance of teaching contract contained a statement setting forth the reasons for proposed discontinuance, as well as a statement that said Gatha Tara Howard-Felician was entitled to certain rights as provided under Article X, Section 10 of the Master Agreement with Education Richfield provided that said rights were exercised within the timelines established in the Master Agreement; and

WHEREAS no rights to other positions were available to be exercised by said Gatha Tara Howard-Felician to the School Board's proposed action; and

WHEREAS such determination results in the need to continue with the proposed discontinuance of the teaching contract and placement on unrequested leave of absence for Gatha Tara Howard-Felician;

BE IT THEREBY RESOLVED by the School Board of Independent School District 280 that the continuing contract of Gatha Tara Howard-Felician as a teacher of Independent School District 280 is discontinued effective at the beginning of the 2026-2027 school year pursuant to Minnesota Statute Section 122A.40, and the Master Agreement with Education Richfield and that Gatha Tara Howard-Felician is hereby placed on unrequested leave of absence.

BE IT FURTHER RESOLVED THAT a notice of discontinuance together with a copy of this resolution be forwarded to Gatha Tara Howard-Felician by personal delivery.

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RESOLUTION DISCONTINUING CONTRACT

WHEREAS, on March 16, 2026 the School Board of Independent School District 280 adopted a resolution proposing to discontinue the teaching contract of Bethany Theobald and place said teacher on unrequested leave of absence; and

WHEREAS said written notice of proposed discontinuance of this teaching contract was personally received by Bethany Theobald on March 17, 2026; and

WHEREAS said written notice of proposed discontinuance of teaching contract contained a statement setting forth the reasons for proposed discontinuance, as well as a statement that said Bethany Theobald was entitled to certain rights as provided under Article X, Section 9 of the Master Agreement with Education Richfield provided that said rights were exercised within the timelines established in the Master Agreement; and

WHEREAS no rights to other positions were available to be exercised by said Bethany Theobald to the School Board's proposed action; and

WHEREAS such determination results in the need to continue with the proposed discontinuance of the teaching contract and placement on unrequested leave of absence for Bethany Theobald;

BE IT THEREBY RESOLVED by the School Board of Independent School District 280 that the continuing contract of Bethany Theobald as a teacher of Independent School District 280 is discontinued effective at the beginning of the 2026-2027 school year pursuant to Minnesota Statute Section 122A.40, and the Master Agreement with Education Richfield and that Bethany Theobald is hereby placed on unrequested leave of absence.

BE IT FURTHER RESOLVED THAT a notice of discontinuance together with a copy of this resolution be forwarded to Bethany Theobald by personal delivery.

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RESOLUTION DISCONTINUING CONTRACT

WHEREAS, on March 16, 2026 the School Board of Independent School District 280 adopted a resolution proposing to discontinue the teaching contract of Stacey Wright and place said teacher on unrequested leave of absence; and

WHEREAS said written notice of proposed discontinuance of this teaching contract was personally received by Stacey Wright on March 20, 2026; and

WHEREAS said written notice of proposed discontinuance of teaching contract contained a statement setting forth the reasons for proposed discontinuance, as well as a statement that said Stacey Wright was entitled to certain rights as provided under Article X, Section 9 of the Master Agreement with Education Richfield provided that said rights were exercised within the timelines established in the Master Agreement; and

WHEREAS no rights to other positions were available to be exercised by said Stacey Wright to the School Board's proposed action; and

WHEREAS such determination results in the need to continue with the proposed discontinuance of the teaching contract and placement on unrequested leave of absence for Stacey Wright;

BE IT THEREBY RESOLVED by the School Board of Independent School District 280 that the continuing contract of Stacey Wright as a teacher of Independent School District 280 is discontinued effective at the beginning of the 2026-2027 school year pursuant to Minnesota Statute Section 122A.40, and the Master Agreement with Education Richfield and that Stacey Wright is hereby placed on unrequested leave of absence.

BE IT FURTHER RESOLVED THAT a notice of discontinuance together with a copy of this resolution be forwarded to Stacey Wright by personal delivery.

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RESOLUTION DISCONTINUING CONTRACT

WHEREAS, on March 16, 2026 the School Board of Independent School District 280 adopted a resolution proposing to discontinue the assistant principal contract of Jonathan Heyer and place said assistant principal on unrequested leave of absence; and

WHEREAS said written notice of proposed discontinuance of this assistant principal contract was personally received by Jonathan Heyer on March 27, 2026; and

WHEREAS said written notice of proposed discontinuance of assistant principal contract contained a statement setting forth the reasons for proposed discontinuance, as well as a statement that said Jonathan Heyer was entitled to certain rights as provided under Minnesota Statute Section 122A.40 subdivision 7, provided that said rights were exercised within the timelines established in the Minnesota Statue; and

WHEREAS no rights to other positions were available to be exercised by said Jonathan Heyer to the School Board's proposed action; and

WHEREAS such determination results in the need to continue with the proposed discontinuance of the assistant principal contract and placement on unrequested leave of absence for Jonathan Heyer;

BE IT THEREBY RESOLVED by the School Board of Independent School District 280 that the continuing contract of Jonathan Heyer as an assistant principal of Independent School District 280 is discontinued effective at the beginning of the 2026-2027 school year pursuant to Minnesota Statute Section 122A.40, and that Jonathan Heyer is hereby placed on unrequested leave of absence.

BE IT FURTHER RESOLVED THAT a notice of discontinuance together with a copy of this resolution be forwarded to Jonathan Heyer by personal delivery.

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, April 20, 2026

Subject: Donations

(Recommended by the superintendent)

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

The RHS Girls Basketball Team received a donation of $5,308.93 from the Spartan Foundation for athletic training equipment.

The RHS Boys Tennis Team received a donation of $150.00 from the Boys Tennis Booster Club for new rackets.

The RHS Spartan Food Shelf received the following donations:

- $50.00 from Jennifer Frost of Richfield
- $100.00 from Barbara & David Kraker of Richfield