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, November 2, 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. Superintendent Update (pages 10-37)

1. Richfield High School Presentation (pages 11-29)
2. Activities Presentation (pages 30-37)

B. Commendations (pages 38-39)

IV. CONSENT AGENDA

A. Routine Matters (pages 40-55)

1. Minutes of the Regular Meeting held October 19, 2026 (pages 41-50)
2. General Disbursements as of 10/22/26 in the Amount of $1,460,251.71 (pages 51-54)
3. Investment Holdings (page 55)

B. Personnel Items (page 56)

V. OLD BUSINESS

A. Policy 706: Acceptance of Gifts (pages 57-60)

B. Policy 713: Post-Issuance Debt Compliance & Administrative Guideline 713.1 (pages 61-75)

VI. NEW BUSINESS

A. Policy 451: Workload Limits for Certain Special Education Teachers (pages 76-80)

B. Donations (page 81)

VII. ADVANCE PLANNING

A. Legislative Update

B. Information and Questions from Board

C. Suggested/Future Agenda Items

D. Future Meeting Dates

11-16-2026	7 p.m.	Regular Board Meeting – Public Comment
11-30-2026	7 p.m.	Regular Board Meeting with Truth-in-Taxation

VIII. ADJOURN REGULAR MEETING

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, November 2, 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
AI:	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
DO:	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
TCI:	Teachers' Curriculum Institute
TCM:	Teacher Created Materials
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, November 2, 2026

Subject: Ongoing Board Calendar

Upcoming Events to Attend:

Wednesday, November 4, Richfield City Manager Finalist Public Reception, 5:30 p.m.
Thursday, November 12-Sunday, November 15, RHS Fall Play
Friday, November 13, R-STEM PTO Movie Night
Saturday, November 14, Kindergarten Kickoff & Preschool Preview, 9 a.m.-noon at R-STEM
Monday, November 16, School Board Meeting, 7 p.m.
Wednesday, November 18, RHS Band Concert, 7 p.m.
Thursday, November 19, RDLS Literacy Night, 5:30 p.m.
Friday, November 20, Sheridan Hills PTO Fall Family Craft Night, 6 p.m.
Saturday, November 21, Wood Lake Nature Center Open House, 11 a.m.-3 p.m.
Monday, November 30, School Board Meeting, 7 p.m.

Upcoming Holidays, Heritage Months, and Appreciation Days:

November 3 is Election Day.
November 11 is Veterans Day.
November 26 is Thanksgiving.

November 9-13 is National School Psychology Week.
November 12 is National Community Education Day.
November 18 is Education Support Professionals Day.
November 20 is Substitute Educators Day.

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, November 2, 2026

Subject: Superintendent Update

Richfield High School Principal Stacy Theien-Collins will provide a presentation. Activities Director TJ Stadem will share an update.

Attachments:
Richfield High School Presentation
Activities Update Presentation

Career and College Readiness: Building Futures



Career and College Readiness

RICHFIELD PUBLIC SCHOOLS

Opening Doors to Career, College and Future Opportunities

RHS prepares students for life after high school through career and college exploration, personalized guidance, and direct connections to postsecondary education and employment.



Road to Today

RICHFIELD PUBLIC SCHOOLS

2020-2021 Half-time CCR Coordinator

2023-2024 & 2024-2025 Full-time CCR Coordinator

2025 Full-time CCR Coordinator Licensed School Counselor

2025-2026 Position reduced to paraprofessional. Resignation and long term sub Licensed School Counselor

2026-2027 Partnership with Achieve Twin Cities



RICHFIELD PUBLIC SCHOOLS

RHS CCR Coordinator



Gabrielle Brown-Torres

Fourth school year supporting students as they navigate their postsecondary options.

Previously worked in the Office of Admissions at the University of Minnesota supporting the recruitment of historically underrepresented students in higher education.

achieve TWIN CITIES

Opening Doors to Every Future

RICHFIELD PUBLIC SCHOOLS

- RHS Career and College Center.
- Our commitment: every student graduates with a plan and the knowledge, skills, and connections to pursue their goals.
- Career and College readiness is a schoolwide responsibility.



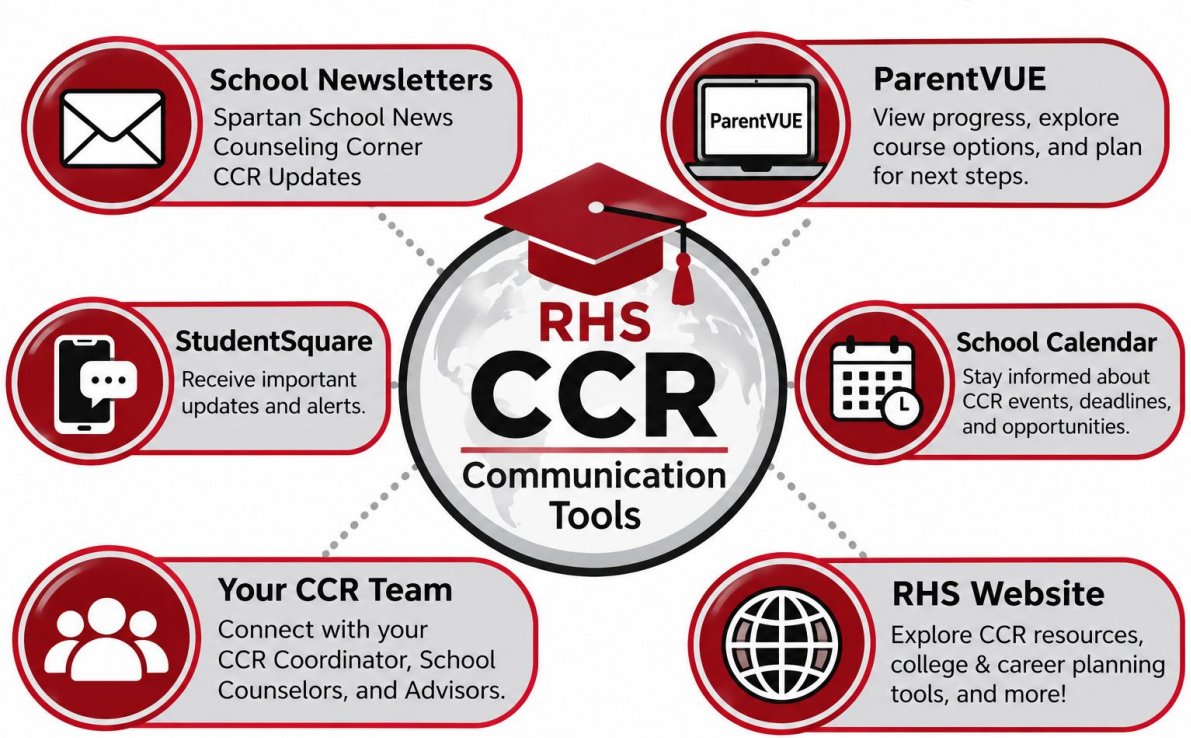
RICHFIELD PUBLIC SCHOOLS

Communication Tools

[Richfield CCR Website]

[Counseling Corner]

[CCR News Parentsquare Group]



RICHFIELD PUBLIC SCHOOLS

CCR Service Coordination

- Build Relationships & Partnerships with students, families, colleges, universities, businesses, and community organizations.
- Guide Career and College Exploration by helping students and families understand career pathways, postsecondary options, and educational opportunities.
- Coordinate Career and College Events including college representative visits, college fairs, job fairs, and student employment opportunities.
- Communicate & Engage through individual conferences, workshops, classroom presentations, advisory, WIN, newsletters, email, and digital resources.
- Maintain & Share Resources related to college admissions, scholarships, financial aid, career opportunities, and important CCR timelines.
- Maintain Student Data to track postsecondary planning progress, create targeted lists of students to support, and inform programming decisions.

Students do not have to navigate their futures alone.

RICHFIELD PUBLIC SCHOOLS

Grade-Level College and Career Readiness Lessons

Readiness develops progressively across four years. CCR Staff, grade-level counselors, and teachers deliver lessons aligned to standards.

- Grade 9 — **Explore:** Identify interests, strengths, and possible career pathways; establish academic habits.
- Grade 10 — **Discover:** Research career clusters, postsecondary options, and course-taking pathways.
- Grade 11 — **Prepare:** Explore college lists, admissions requirements, college-credit options, and financial aid.
- Grade 12 — **Launch:** Complete applications, pursue scholarships, address financial aid requirements, and finalize postsecondary plans.

RICHFIELD PUBLIC SCHOOLS

Individual Support: W.I.N.

- Use WIN time to support individual academic and postsecondary goals.
- Help students research colleges, careers, scholarships, and training programs.
- Provide time to complete applications, monitor deadlines, and plan next steps.
- Connect students to appropriate staff and resources.
- Reinforce the idea that readiness is developed through consistent action, not a single event.



What I Need-W.I.N.

WIN Time Workshops

- Starting October 7th, Ms. Jastrow and Ms. Brown are hosting CCR Workshops during WIN Time.

Here are the upcoming workshop topics and dates:

- Common App Activities Section - Oct 14
- Supplemental Essays - Oct 21
- Financial Aid Overview - Nov 11
- Finding Scholarships - Dec 9

If you have general CCR questions, you are still welcome to come during WIN Time and we can help you!

College Rep Visits

September:

- United States Navy
- Normandale Community College
- Hennepin Technical College
- Gustavus Adolphus College
- University of Minnesota Twin Cities
- George Mason University



October

- Northern Arizona University
- Dominican University
- University of Wisconsin Stout
- University of Minnesota Duluth
- Drake University
- St. Cloud State University
- Grand Canyon University
- St. Olaf College
- Luther College
- Concordia University St. Paul
- MN State Mankato
- Mount Saint Mary's University
- University of St. Thomas
- St. John's University

College and Career Fairs

RHS Hosts:

- College Fair
- Job Fair
- Big Ideas Mobile Lab (Virtual Trades Activities)

External Events:

- National College Fair at Minneapolis Convention Center
- HBCU Fair usually hosted by a west metro school and a St Paul School
- Indigenous College Fair
- Construct Tomorrow
- Best Buy Fall Career Pathways Visit
- Metro-Area College Field Trips

RICHFIELD PUBLIC SCHOOLS

Family Engagement Events

- Senior Family Night
- College Knowledge Night
- FAFSA Workshop(s)
- Navigating College Application Workshop(s)
- NCAA Clearinghouse/Eligibility Presentations
- Junior Launch Family Night

TRIO Upward Bound

Normandale Community College

Normandale Community College Upward Bound is recruiting at Richfield High School! Students in grades 9-11 are welcome to apply by **picking up an application** from Noah Grant during after school tutoring on **Mondays and Wednesdays** in the **2nd Floor Flex Balcony (Band Wing).**

noah.grant@normandale.edu

M/W 3:30-5:00pm, 1:05-2:10pm Wednesday



Upward Bound students receive after school tutoring in any class subject and academic advising on topics such as planning for college, financial aid and scholarships, and future career planning.

Monthly workshops bring students from 5 partner high schools together on campus at Normandale Community College. Academies focus on college and career planning, mental health, soft skills, personal development, financial literacy, and more.

TRIO Upward Bound's mission is to support the necessary skills and motivation for underrepresented, low-income students to complete high school and succeed in college. It aims to instill academic readiness and empower students for academic, financial and lifelong success.

Career and Technical Education

RICHFIELD PUBLIC SCHOOLS

- CTE Courses
- CTE Articulated Agreements
- HTC Career Pathway
- Genesys Works
- Access Point
- Tech Dept. Interns

RHS CAREER AND TECH ED

CTE Advisory Collaborative



- Bloomington, Edina, and Richfield Public Schools are partnering to host event(s) as a regional CTE advisory collaborative.
- We have talented young people who wish to enter the workforce after high school and/or earn certifications that would land them in high-demand careers and equally talented teachers who want to make this happen.
- Our overarching goal is to create sustainable partnerships among our cities (Richfield/Bloomington/Edina), our respective partners in industry, city government, workforce development, and our CTE teachers to achieve this goal.
- On Nov 12, we will hold our inaugural meeting with a brief overview of CTE programming and priorities across our districts, followed by focused breakout conversations around industry trends and skill needs, curriculum feedback, and opportunities for work-based learning.
- Sustaining ongoing partnerships aligned to stakeholder needs will be our ultimate outcome for this year's work.

Strategic Partnership



MINNEAPOLIS FOUNDATION

- We have secured two-year supplemental funding to support our efforts to *increase access and student participation in meaningful career exploration experiences, work skills development, college-credit bearing courses and postsecondary experiences aligned to our strategic plan.*
- Major goal areas this year include: creating sustainable industry partnerships through advisory groups, MDE CTE program approval renewal, curriculum development and course alignment, articulation agreement review and renewal.

Post-High School Decisions & FAFSA Completion

Post-high school decision data reflects student-reported plans collected through the **Senior Exit Survey** and **FAFSA completion rates.**

Data Sources

- **Senior Exit Survey:** Self-reported plans, including college, career training, military service, employment, and other postsecondary pathways.
- **FAFSA Completion Rates:** The percentage of seniors who have completed the Free Application for Federal Student Aid (FAFSA), an important step in accessing financial aid for college or career training.

Questions



Athletics & Activities



Athletics and Activities

RICHFIELD HIGH SCHOOL

Spring MSHSL Participation

Sport	2022 Participants	2023 Participants	2024 Participants	2025 Participants	2026 Participants
Baseball	49	43	46	47	44
Softball	31	21	25	26	21
Boys Tennis	10	16	17	13	13
Boys Volleyball		15 (intramural)	14 (intramural)	29 (MSHSL-1st year)	20
Girls Track and Field	37	64	68	82	46
Boys Track and Field	61	62	66	71	47
Adapted Bowling		8	5	8	11
Synchronized Swimming	12	11	8	11	5
Golf	14	12	11	9	15

Athletics and Activities

RICHFIELD HIGH SCHOOL

Spring Sports Highlights - 2026

Adapted Bowling - State Qualifiers: Henry Vuong, Louis Vuong, Ava Weiderholt, Philip Toven and Nancy Tollman

Synchronized Swimming - State Qualifiers: Renata Medina, Norah Peterson, Lucia Edwards, Annigale Lundin, Max Gutierrez, Inga Lake, Elena Larson, Miselo Malama, Kylee Puchuela, and Lila Zamora

Boys Track and Field - State Qualifiers: Jarrell Allen and DeMondre Collins

Girls Track and Field - State Qualifiers: Addy Taylor

All-Conference & Honorable Mentions -16 across Baseball, Golf, Softball, B&G Track and Field

Athena Award Winner = Maddie Friel **Tom Spooner Winner** = Adin Inda

Athletics and Activities

RICHFIELD HIGH SCHOOL

Fall MSHSL Participation

Sport	2022 Participants	2023 Participants	2024 Participants	2025 Participants	2026 Participants
Girls Tennis	19	18	18	24	17
Boys Soccer	67	77	67	69	65
Girls Soccer	41	57	38	46	46
Cross Country Running	42	47	61	62	66
Football	76	71	71	53	51
Girls Volleyball	44	38	46	41	42
Girls Swimming & Diving	19	15	16	27	14 (12 AHA)

Athletics and Activities

RICHFIELD HIGH SCHOOL

Looking ahead…

- Winter sports that have already started: Dance team and Girls Hockey.
- Beginning on November 9th: Alpine Skiing, and Nordic Skiing
- Beginning on November 16th: Gymnastics and Girls Basketball
- Beginning on November 23rd: Boys Basketball and Wrestling
- Beginning on November 30th: Boys Swimming and Diving

Spring Seasons sports are:

- Adapted bowling and Synchronized Swimming on 3/1
- Girls Softball, Track and Field (boys and girls), Adapted Softball on 3/15
- Golf (boys and girls), Baseball, and Boys Volleyball on 3/22
- Boys Tennis on 3/29
- Lacrosse (boys and girls) on 4/5

New Registration & Scheduling System

RICHFIELD HIGH SCHOOL

Introducing Bound

- Previously: SchoolPay and rSchoolToday were used for registrations and calendar/scheduling
- Tri-Metro Conference transitioned to Bound
- Bound now does the following:
  - Athletic and activity registrations and fees
  - Digital access to scholarship application
  - Practice and competition schedules
  - Online and digital ticket sales
  - Increased coach access and control
  - More accessible information for the community

BOUND

Esports

RICHFIELD HIGH SCHOOL

MSHSL-2027-2028



FENWORKS

- Becomes a MSHSL sanctioned activity
- Joining would be an opportunity to expand and diversify competitive activity options
- Could increase the number of unduplicated students participating in competitive activities

Enriching and accelerating learning





RICHFIELD
PUBLIC SCHOOLS



Questions?



Enriqueciendo y acelerando el aprendizaje

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, November 2, 2026

Subject: Commendations

Staff Appreciation Days

November 9-13 is National School Psychology Week. We are profoundly grateful to the dedicated school psychologists across RPS who advocate for the mental health, well-being, and academic success of our students every single day. Their empathetic support, crisis response, and expert guidance create a safe, nurturing foundation where every learner is inspired and empowered. Thank you, school psychologists!



November 12 is National Community Education Day. Community Education staff members in RPS enrich our entire community through lifelong learning and engagement. From early childhood programs to adult enrichment, their passion, creativity, and welcoming leadership forge meaningful connections and expand opportunities for Richfield residents of all ages.

November 12, 2026

Where Lifelong Learning Connects Generations - **That's Community Ed!**



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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, November 2, 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 October 19, 2026
   - Disbursements from the October 19, 2026 Meeting
   - Checks & E-pay Register from the October 19, 2026 Meeting
   - Superintendent's Report and Agenda Meeting Minutes from October 19, 2026
2. General Disbursements as of 10/22/26 in the Amount of $1,460,251.71
   - Disbursements for the November 2, 2026 Meeting
   - Checks & E-pay Register for the November 2, 2026 Meeting
3. Investment Holdings
   - Investment Holdings as of October 27, 2026

CHECKS, EPAYS, PCards & Scholarships
10/19/2026 BOARD REPORTS

BANK 05	DATE	AMOUNT
Checks	9/29/2026	114.13
	9/30/2026	377,464.08
	10/6/2026	94,001.81
	10/8/2026	805,363.17
	10/9/2026	283,881.54
SEPT 2026 PCARDS	10/5/2026	59,725.10
EPAYS	10/1/2026	3,372.57
	10/5/2026	874.58
SCHOLARSHIP	10/8/2026	4,000.00
CHECK REGISTER BANK 05 TOTAL =		**1,628,796.98**

BREAKDOWN	
01-206-00	925,896.91
02-206-00	100,192.35
03-206-00	428,023.88
04-206-00	69,852.74
06-206-00	14,395.03
07-206-00	-
18-206-00	-
20-206-00	90,436.07
21-206-00	-
47-206-00	-
BANK TOTAL =	**1,628,796.98**

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	320132	09/29/2026	US POWER BID	R	114.13
01	320133	09/30/2026	AMERGIS HEALTHCARE STAFFING, INC.	R	11,450.40
01	320134	09/30/2026	BENCO EQUIPMENT-HOPKINS	R	2,270.97
01	320135	09/30/2026	BENSON, AMBER	R	28.43
01	320136	09/30/2026	BOTSFORD CODY W	R	63.15
01	320137	09/30/2026	BRAND FARMS	R	1,800.00
01	320138	09/30/2026	BRINK'S INCORPORATED	R	5,938.48
01	320139	09/30/2026	BURKSTRAND JENNIFER	R	85.29
01	320140	09/30/2026	BURKSTRAND MICHAEL	R	105.26
01	320141	09/30/2026	CANON FINANCIAL SERVICES INC	R	4,619.32
01	320142	09/30/2026	CAPITAL ONE TRADE CREDIT	R	569.29
01	320143	09/30/2026	CHECINSKI, GEORGE	R	180.00
01	320144	09/30/2026	CINTAS CORPORATION NO 2	R	226.74
01	320145	09/30/2026	CLEVELAND JOSHUA S	R	28.43
01	320146	09/30/2026	COOK AMY	R	105.26
01	320147	09/30/2026	DIESEL DIRECT CENTRAL LLC - FUEL	R	2,035.08
01	320148	09/30/2026	EASE THERAPY LLC	R	750.00
01	320149	09/30/2026	ECM PUBLISHERS INC	R	141.12
01	320150	09/30/2026	EMILY FALK-LARSON	R	52.63
01	320151	09/30/2026	FREEWHEEL BIKE RICHFIELD	R	109.97
01	320152	09/30/2026	FROGNER, SARAH	R	28.43
01	320153	09/30/2026	GRAHAM THOMAS	R	105.26
01	320154	09/30/2026	WW GRAINGER INC	R	1,403.03
01	320155	09/30/2026	H&B SPECIALIZED PRODUCTS INC	R	3,165.00
01	320156	09/30/2026	HIGHLAND PARK SENIOR HIGH SCHOOL	R	200.00
01	320157	09/30/2026	HILLYARD MINNEAPOLIS	R	3,662.27
01	320158	09/30/2026	HOTSY MINNESOTA	R	155.39
01	320159	09/30/2026	HRYPA WILLIAM V	R	97.00
01	320160	09/30/2026	INTERMEDIATE DISTRICT 287	R	152,580.22
01	320161	09/30/2026	JACQUES, PEDRO OLIVER	R	56.86
01	320162	09/30/2026	JENNIE KAPPENMAN	R	4,500.00
01	320163	09/30/2026	KEE-BOWLING BONNIE	R	86.00
01	320164	09/30/2026	KEMPS LLC	V	0.00
01	320165	09/30/2026	KEMPS LLC	R	4,817.92
01	320166	09/30/2026	KINECT ENERGY INC	R	11,471.44
01	320167	09/30/2026	KYUNG MIN AHN	R	180.00
01	320168	09/30/2026	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	2,884.97
01	320169	09/30/2026	MARY AMANDA GUTIERREZ	R	85.29
01	320170	09/30/2026	MASSP-MN ASSOCIATION	R	1,500.00
01	320171	09/30/2026	MCPHILLIPS BROS ROOFING	R	40,850.00
01	320172	09/30/2026	MELANIE JOHNSON-AYLWARD	R	56.86
01	320173	09/30/2026	MILES ROBERT THOMPSON	R	42.10
01	320174	09/30/2026	MILES SARA	R	73.68
01	320175	09/30/2026	MILLET, RACHAEL R	R	123.00
01	320176	09/30/2026	MITSON STEPHON	R	90.00
01	320177	09/30/2026	MULTILINGUAL WORD INC	R	2,739.18

01	320178	09/30/2026	NEI ELECTRIC, INC.	R	1,023.55
01	320179	09/30/2026	NEUMAN MICHAEL	R	86.00
01	320180	09/30/2026	NICKELL, TAYLOR	R	24.20
01	320181	09/30/2026	OHARA MEGAN	R	28.43
01	320182	09/30/2026	OKEY CHRIS	R	42.10
01	320183	09/30/2026	OLSON ANDREA JADE	R	47.38
01	320184	09/30/2026	OWENS KEIRA	R	24.20
01	320185	09/30/2026	PAN O GOLD BAKING CO	R	465.24
01	320186	09/30/2026	PARISH, BENJAMIN W	R	85.29
01	320187	09/30/2026	PEDIATRIC HOME SERVICE	R	2,456.25
01	320188	09/30/2026	PEREZ LUCCIANO	R	74.00
01	320189	09/30/2026	PROCARE THERAPY	R	8,437.50
01	320190	09/30/2026	PROPIO LS, LLC	R	1,588.16
01	320191	09/30/2026	ROBINSON, AMARI J	R	24.20
01	320192	09/30/2026	SCHLETTY JENNIE M	R	85.29
01	320193	09/30/2026	SCHLETTY, MARK	R	85.29
01	320194	09/30/2026	SCHOLASTIC INC	R	824.18
01	320195	09/30/2026	SHERWIN WILLIAMS CO	R	273.99
01	320196	09/30/2026	SMARTSENSE BY DIGI	R	476.89
01	320197	09/30/2026	SSESIMBA, DEOGRASIUS	R	74.00
01	320198	09/30/2026	STATE INDUSTRIAL PRODUCTS	R	3,948.20
01	320199	09/30/2026	STREEFLAND, JOHN R	R	52.63
01	320200	09/30/2026	STREEFLAND, LINDSEY	R	52.63
01	320201	09/30/2026	THIMM, MICHAEL G	R	18.95
01	320202	09/30/2026	TOWNSEND, DANIEL	R	90.00
01	320203	09/30/2026	TRIO SUPPLY COMPANY	R	2,835.84
01	320204	09/30/2026	ULINE	R	101.79
01	320205	09/30/2026	UNIVERSITY LANGUAGE CENTER	R	404.20
01	320206	09/30/2026	UPPER LAKES FOODS	R	30,774.18
01	320207	09/30/2026	URBANZ, STACEY G	R	56.86
01	320208	09/30/2026	US POSTAL SERVICE	R	780.00
01	320209	09/30/2026	VARSITY SPIRIT FASHION	R	500.00
01	320210	09/30/2026	XCEL ENERGY	R	59,960.94
01	320211	09/30/2026	ZASTROW JOHN W	R	148.00
01	V2601530	10/01/2026	MATTHEW ARNOLD	R	70.00
01	V2601531	10/01/2026	MICHELLE L AXELL	R	70.00
01	V2601532	10/01/2026	ERICA T BARLOW	R	70.00
01	V2601533	10/01/2026	CHRISTINE A BARTLETT	R	134.97
01	V2601534	10/01/2026	NIKOLAS BAUZA	R	40.00
01	V2601535	10/01/2026	DAVID H BIPES	R	31.28
01	V2601536	10/01/2026	ANDREW COLLINS	R	70.00
01	V2601537	10/01/2026	ERIK ENERSON	R	40.00
01	V2601538	10/01/2026	HAYLEY ETNIER	R	101.50
01	V2601539	10/01/2026	YVETTE GARCIA	R	70.00
01	V2601540	10/01/2026	RACHEL GENS	R	70.00
01	V2601541	10/01/2026	AREND J GEURINK	R	70.00
01	V2601542	10/01/2026	CHRISTINA M GONZALEZ	R	70.00

01	V2601543	10/01/2026	AMY E HAGER	R	70.00
01	V2601544	10/01/2026	KEVIN D HARRIS	R	40.00
01	V2601545	10/01/2026	MICHAEL G HARRIS	R	70.00
01	V2601546	10/01/2026	LANA HENDRICKS LEUNING	R	40.00
01	V2601547	10/01/2026	MARGARET R HOEHN	R	36.00
01	V2601548	10/01/2026	JESSICA M HOFFMAN	R	40.00
01	V2601549	10/01/2026	CRAIG D HOLJE	R	70.00
01	V2601550	10/01/2026	JEFFREY KELLER	R	70.00
01	V2601551	10/01/2026	ANOOP KUMAR	R	40.00
01	V2601552	10/01/2026	JOHN M LORENZINI	R	70.00
01	V2601553	10/01/2026	DAVANAND MAHADEO	R	40.00
01	V2601554	10/01/2026	MICHAEL A MANNING	R	70.00
01	V2601555	10/01/2026	DOUG R MCMEEKIN	R	70.00
01	V2601556	10/01/2026	KENT D MEYER	R	70.00
01	V2601557	10/01/2026	ERIN H NEILON	R	40.00
01	V2601558	10/01/2026	STEPHANIE NICHOLS	R	45.00
01	V2601559	10/01/2026	BONDO NYEMBWE	R	70.00
01	V2601560	10/01/2026	ROBERT G OLSON	R	70.00
01	V2601561	10/01/2026	JODI OOSTERHOF	R	36.48
01	V2601562	10/01/2026	LAURA B OTTERNESS	R	70.00
01	V2601563	10/01/2026	CASSANDRA QUAM	R	70.00
01	V2601564	10/01/2026	RENEE C REED-KARSTENS	R	40.00
01	V2601565	10/01/2026	AMANDA SAUER	R	13.30
01	V2601566	10/01/2026	HEIDI SAVATDY	R	70.00
01	V2601567	10/01/2026	CHRISTIAN SCHEMPP	R	40.00
01	V2601568	10/01/2026	AMY B SKARE-KLECKER	R	70.00
01	V2601569	10/01/2026	TERESA M JOHNSON	R	154.04
01	V2601570	10/01/2026	JUSTIN STEELE	R	70.00
01	V2601571	10/01/2026	STACY THEIEN-COLLINS	R	70.00
01	V2601572	10/01/2026	RICKY THOMPSON	R	40.00
01	V2601573	10/01/2026	VLADIMIR S TOLEDO	R	40.00
01	V2601574	10/01/2026	STEVEN P UNOWSKY	R	270.00
01	V2601575	10/01/2026	CARRIE A VALA	R	70.00
01	V2601576	10/01/2026	REBECCA S WALD	R	40.00
01	V2601577	10/01/2026	ALEXANDER WARD	R	70.00
01	V2601578	10/01/2026	MICHELLE R WHITESIDE	R	70.00
01	V2601579	10/01/2026	KASYA L WILLHITE	R	70.00
01	V2601580	10/01/2026	KELLY L WOODS	R	70.00
01	V2601581	10/05/2026	KELSEY GILKES	R	772.63
01	V2601582	10/05/2026	SHERYL M P JUENEMANN	R	40.00
01	V2601583	10/05/2026	LAURA MCCLENDON	R	61.95
01	V2601584	10/05/2026	P-CARD BAIRD LISA	R	8,184.61
01	V2601585	10/05/2026	P-CARD BARLOW ERICA	R	2,775.02
01	V2601586	10/05/2026	P-CARD BLUMA, MEGAN BOLLIG	R	189.21
01	V2601587	10/05/2026	P-CARD BROWN MATTHEW	R	974.46
01	V2601588	10/05/2026	P-CARD BRUNNER PATTI	R	1,812.15
01	V2601589	10/05/2026	P-CARD COLLINS, ANDREW	R	341.38

01	V2601590	10/05/2026	P-CARD CRUZ ESTEVA JENNIFER	R	7,867.47
01	V2601591	10/05/2026	P-CARD EDWARDS NATHAN	R	474.68
01	V2601592	10/05/2026	P-CARD ETNIER HAYLEY	R	920.25
01	V2601593	10/05/2026	P-CARD GARCIA YVETTE	R	3,229.19
01	V2601594	10/05/2026	P-CARD GEURINK AREND	R	1,110.02
01	V2601595	10/05/2026	P-CARD GONZALEZ CHRISTINA	R	13.99
01	V2601596	10/05/2026	P-CARD HUBER ERIN	R	64.24
01	V2601597	10/05/2026	P-CARD HUERTA-ANAYA ALICIA	R	2,840.84
01	V2601598	10/05/2026	P-CARD LEIKNES LISA	R	324.71
01	V2601599	10/05/2026	P-CARD LEWIS JENNIFER	R	2,097.48
01	V2601600	10/05/2026	P-CARD LUNDY MICHELLE	R	3,370.38
01	V2601601	10/05/2026	P-CARD MANNING MICHAEL	R	2,129.75
01	V2601602	10/05/2026	P-CARD MCCLENDON LAURA	R	82.89
01	V2601603	10/05/2026	P-CARD MCGINN DAN	R	1,422.74
01	V2601604	10/05/2026	P-CARD MORALES LIZETTE	R	7,635.25
01	V2601605	10/05/2026	P-CARD OLSON ROBERT	R	360.11
01	V2601606	10/05/2026	P-CARD OTTERNESS, LAURA	R	1,042.58
01	V2601607	10/05/2026	P-CARD PETERSON CHRIS	R	362.11
01	V2601608	10/05/2026	P-CARD SACHER GRACE	R	4,295.88
01	V2601609	10/05/2026	P-CARD SETZER ALEXIS	R	25.54
01	V2601610	10/05/2026	P-CARD SKARE-KLECKER AMY	R	1,325.80
01	V2601611	10/05/2026	P-CARD VENTURA PEREZ RAMIRO	R	459.39
01	V2601612	10/05/2026	P-CARD WILLHITE KASYA	R	771.70
01	V2601613	10/05/2026	P-CARD WOODS KELLY	R	3,221.28
01	320212	10/06/2026	AHMED TAUFIQ	R	180.00
01	320213	10/06/2026	AUGSBURG COLLEGE	R	675.00
01	320214	10/06/2026	BOTSFORD CODY W	R	63.15
01	320215	10/06/2026	BRIGHTBILL THEODORE	R	164.00
01	320216	10/06/2026	CLEVELAND JOSHUA S	R	28.43
01	320217	10/06/2026	DOLLIFF INC	R	52,866.44
01	320218	10/06/2026	KAHN, ANDREW R	R	18.95
01	320219	10/06/2026	KORTE STEVEN	R	90.00
01	320220	10/06/2026	KRULL MELISSA	R	12,800.00
01	320221	10/06/2026	MANDILE RICHARD J	R	180.00
01	320222	10/06/2026	MILES ROBERT THOMPSON	R	73.68
01	320223	10/06/2026	MILES SARA	R	73.68
01	320224	10/06/2026	OKEY CHRIS	R	42.10
01	320225	10/06/2026	OLSON ANDREA JADE	R	47.38
01	320226	10/06/2026	RABBIA, PIERRE	R	90.00
01	320227	10/06/2026	THAVRAK HAY	R	180.00
01	320228	10/06/2026	TRAVELERS CL REMIT CENTER	R	24,355.00
01	320229	10/06/2026	UNIVERSITY OF MINNESOTA-TWIN CITIES	R	2,000.00
01	320230	10/06/2026	ZASTROW JOHN W	R	74.00
01	320231	10/08/2026	95 PERCENT GROUP LLC	R	250.00
01	320232	10/08/2026	ACHIEVE TWIN CITIES	R	8,750.00
01	320233	10/08/2026	ALL STATE COMMUNICATIONS LLC	R	795.00
01	320234	10/08/2026	AQUA ENGINEERING INC	R	2,680.00

01	320235	10/08/2026	ARVIG ENTERPRISES INC	R	1,207.90
01	320236	10/08/2026	AUGSBURG COLLEGE	R	225.00
01	320237	10/08/2026	BCN TELECOM, INC TBS	R	964.26
01	320238	10/08/2026	BEAN WILLIAM A	R	95.00
01	320239	10/08/2026	BELWIN CONSERVANCY	R	1,900.00
01	320240	10/08/2026	BLAKE, JASON R	R	95.00
01	320241	10/08/2026	BLUUM USA, INC.	R	225.00
01	320242	10/08/2026	BRAINPOP LLC	R	17,801.60
01	320243	10/08/2026	BRAND FARMS	R	1,800.00
01	320244	10/08/2026	BSI MECHANICAL, INC.	R	2,483.25
01	320245	10/08/2026	CESO FINANCE, LLC	R	4,312.50
01	320246	10/08/2026	CINTAS CORPORATION NO 2	R	174.83
01	320247	10/08/2026	CITY OF RICHFIELD	R	600.00
01	320248	10/08/2026	CITY OF RICHFIELD	R	1,815.04
01	320249	10/08/2026	COLEMAN, SARAH	R	412.50
01	320250	10/08/2026	DICKS SANITATION SERVICE, INC (DSI)	R	9,023.83
01	320251	10/08/2026	FASTEST LABS OF BLOOMINGTON	R	800.34
01	320252	10/08/2026	FRONTIER TRANSPORTATION SRVCS, LLC	R	91,000.04
01	320253	10/08/2026	WW GRAINGER INC	R	291.80
01	320254	10/08/2026	GROTH MUSIC COMPANY	R	4,796.52
01	320255	10/08/2026	H2I GROUP, INC.	R	35,780.00
01	320256	10/08/2026	HAWKINS INC	R	5,302.71
01	320257	10/08/2026	HILLYARD MINNEAPOLIS	R	9,193.46
01	320258	10/08/2026	IIX INSURANCE INFORMATION EXCHANGE	R	72.55
01	320259	10/08/2026	HIPPIE DOG	R	275.00
01	320260	10/08/2026	INNOVATIVE OFFICE SOLUTIONS LLC	R	35,638.73
01	320261	10/08/2026	INSTITUTE FOR ENVIROMENTAL	R	1,687.50
01	320262	10/08/2026	INTEGRATED FIRE & SECURITY INC	R	535.00
01	320263	10/08/2026	INTERMEDIATE DISTRICT 287	R	1,914.72
01	320264	10/08/2026	KELLY JOHNSON	R	33.29
01	320265	10/08/2026	JW PEPPER & SON INC	R	60.50
01	320266	10/08/2026	KEMPS LLC	V	0.00
01	320267	10/08/2026	KEMPS LLC	R	4,317.61
01	320268	10/08/2026	KIMBERLY S PADUVERIS	R	140.00
01	320269	10/08/2026	KINECT ENERGY INC	R	569.00
01	320270	10/08/2026	KNUDSON, KIM	R	95.00
01	320271	10/08/2026	LEXIA LEARNING SYSTEMS LLC	R	3,224.14
01	320272	10/08/2026	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	4,904.73
01	320273	10/08/2026	LYNDSLEY KEVIN KAR	R	135.00
01	320274	10/08/2026	MADISON PAUL	R	135.00
01	320275	10/08/2026	MATRIX COMMUNICATIONS, INC	R	1,110.00
01	320276	10/08/2026	MAXORPLUS LTD, DBA: VYTLONE	R	86,615.08
01	320277	10/08/2026	MCDONOUGH'S SEWER SERVICES, INC.	R	1,659.75
01	320278	10/08/2026	METROPOLITAN MECHANICAL CONTRACTORS	R	4,648.29
01	320279	10/08/2026	MSHSL REGION 4AA	R	300.00
01	320280	10/08/2026	MUSKA ELECTRIC CO.	R	1,120.00
01	320281	10/08/2026	OKEY CHRIS	R	63.15

01	320282	10/08/2026	OLIVER JOSEPH	R	135.00
01	320283	10/08/2026	ON SITE SANITATION	R	1,173.00
01	320284	10/08/2026	PAN O GOLD BAKING CO	R	585.00
01	320285	10/08/2026	PAYDHEALTH	R	2,971.21
01	320286	10/08/2026	PHOENIX SCHOOL COUNSELING	R	64,508.16
01	320287	10/08/2026	POGATCHNIK DEAN	R	135.00
01	320288	10/08/2026	PREMIUM WATERS INC	R	42.00
01	320289	10/08/2026	REGION 1 INFORMATION MGMT SERVICE	R	595.00
01	320290	10/08/2026	RX VALET, LLC	R	849.78
01	320291	10/08/2026	RYAN JEANNIE M	R	1,063.06
01	320292	10/08/2026	SCHOOL SERVICE EMPLOYEES UNION	R	5,349.77
01	320293	10/08/2026	SITEONE LANDSCAPE SUPPLY LLC	R	1,363.72
01	320294	10/08/2026	SPIELMAN PATRICK	R	135.00
01	320295	10/08/2026	ST OLAF COLLEGE	R	2,000.00
01	320296	10/08/2026	TEARS OF HOPE LLC	R	4,500.00
01	320297	10/08/2026	TOLL COMPANY	R	13.20
01	320298	10/08/2026	TRANSPORTATION PLUS, INC.	R	45.00
01	320299	10/08/2026	TRIO SUPPLY COMPANY	R	3,209.70
01	320300	10/08/2026	TWIN CITY TRANSPORTATION	R	329,187.63
01	320301	10/08/2026	UNIVERSITY OF MINNESOTA-TWIN CITIES	R	2,000.00
01	320302	10/08/2026	UPPER LAKES FOODS	R	37,152.24
01	320303	10/08/2026	VERIZON WIRELESS	R	320.08
01	320304	10/09/2026	AMERGIS HEALTHCARE STAFFING, INC.	R	3,656.80
01	320305	10/09/2026	BITUMINOUS ROADWAYS, INC.	R	275,440.28
01	320306	10/09/2026	LITANIA SPORTS GROUP, INC.	R	1,308.00
01	320307	10/09/2026	NORTHWOODS PROMOTIONS WEST	R	80.00
01	320308	10/09/2026	ORDWAY CENTER FOR THE PERFORMING	R	1,080.00
01	320309	10/09/2026	PITNEY BOWES BANK PURCHASE POWER	R	2,316.46

TOTAL CHECKS, EPAYS, PCARDS and SCHOLARSHIP REGISTER	**1,628,796.98**

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, October 19, 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, October 19, 2026 in the boardroom at the Richfield Public Schools District Office. Chair Carter called the regular board meeting to order at 7:01 p.m. with the following school board members in attendance: Liss, Pollis, Spencer and Tompkins. Dennis was not able to attend. Superintendent Unowsky was present. Student board representatives Jasmine Hernandez-Ellwood and Maritza Santiago-Lopez were present.

II. REVIEW AND APPROVAL OF THE AGENDA

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

III. INFORMATION AND PROPOSALS - NON-ACTION ITEMS

A. Public Comment
B. Superintendent Update
    1. Welcome New Student Board Representatives
    2. Marketing & Communications Presentation
C. Commendations

IV. CONSENT AGENDA

A. Routine Matters
    1. Minutes of the Regular Meeting held October 5, 2026
    2. General Disbursements as of 10/9/26 in the Amount of $1,628,796.98
B. Personnel Items

Classified – New Hire						
Name	**Employee Group**	**Position**	**Building**	**FTE**	**Effective Date**	**Years of Service**
Estefania Alexandra Ramirez Ilves	Facilities & Transp.	Building Cleaner	Richfield High School	Full-Time	10/12/2026	
Jose Marroquin	Facilities & Transp.	Building Cleaner	Richfield Middle School	Full-Time	10/19/2026	
Solveig Colaianni	Para	Special Education Paraprofessional	Richfield Middle School	Full-Time	9/28/2026	

Spencer Flanery	Facilities & Transp.	Base Custodian	Garage	Full-Time	10/19/2026	
Classified – Retirement						
Name	**Employee Group**	**Position**	**Building**	**FTE**	**Effective Date**	**Years of Service**
Ralph Michalsky	Facilities & Transp.	Building Cleaner	Multi-Building	Full-Time	12/4/2026	20
Classified – Resignation						
Name	**Employee Group**	**Position**	**Building**	**FTE**	**Effective Date**	**Years of Service**
Martha Malagon Avila	Nutrition Services	Kitchen Assistant	Richfield High School	Part-Time	12/18/2026	7

C. Assurance of Compliance with State and Federal Law Prohibiting Discrimination

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

V. OLD BUSINESS

A. Policy 705: Insurance & Draft Administrative Guideline 705.1 - third read

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

B. Policy 707: Commission Sales - Vending Machines and School Pictures - third read

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

VI. NEW BUSINESS

A. Resolution of Support for Application to MSHSL Foundation

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

B. Policy 706: Acceptance of Gifts - first read
C. Policy 713: Post-Issuance Debt Compliance & Administrative Guideline 713.1 - first read
D. Donations

Motion by Pollis, seconded by Tompkins, 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

11-2-2026	5 p.m.	Board Study Session
11-2-2026	7 p.m.	Regular Board Meeting
11-16-2026	7 p.m.	Regular Board Meeting - Public Comment

VIII. ADJOURN REGULAR MEETING

Chair Carter adjourned the meeting at 8:01 p.m.

CHECKS, EPAYS, PCards & Scholarships
11/02/2026 BOARD REPORTS

BANK 05		DATE	AMOUNT
	Checks		
		10/14/2026	38,276.04
		10/15/2026	70,027.88
		10/22/2026	1,342,447.79
	SCHOLARSHIP	10/14/2026	7,000.00
		10/22/2026	2,500.00
	CHECK REGISTER BANK 05 TOTAL =		**1,460,251.71**

BREAKDOWN		
01-206-00		1,147,588.59
02-206-00		107,565.75
03-206-00		1,969.04
04-206-00		39,012.91
06-206-00		343.00
07-206-00		162,663.68
18-206-00		1,108.74
20-206-00		
21-206-00		
47-206-00		-
	BANK TOTAL =	**1,460,251.71**

FUND	CHECK	DATE	VENDOR	TYPE	AMOUNT
01	320310	10/14/2026	BARTLETT, CORMAC	R	69.57
01	320311	10/14/2026	BOTSFORD CODY W	R	126.30
01	320312	10/14/2026	BRIGHTWORKS	R	85.00
01	320313	10/14/2026	BSI MECHANICAL, INC.	R	4,912.60
01	320314	10/14/2026	BURKSTRAND JENNIFER	R	28.43
01	320315	10/14/2026	BURKSTRAND MICHAEL	R	52.63
01	320316	10/14/2026	CDW GOVERNMENT INC	R	3,050.00
01	320317	10/14/2026	CINTAS CORPORATION NO 2	R	30.00
01	320318	10/14/2026	CLAIRE SOLNITZKY	R	250.00
01	320319	10/14/2026	COMCAST	R	1,099.67
01	320320	10/14/2026	COOK AMY	R	52.65
01	320321	10/14/2026	EMI AUDIO	R	400.00
01	320322	10/14/2026	ENVIROMATIC CORP OR AMERICA, INC	R	1,571.51
01	320323	10/14/2026	FASTENAL INDUSTRIAL	R	324.98
01	320324	10/14/2026	GILLUND, TOM	R	135.00
01	320325	10/14/2026	GRAFTON SCHOOL, INC.	R	837.33
01	320326	10/14/2026	GRAHAM THOMAS	R	52.63
01	320327	10/14/2026	WW GRAINGER INC	R	313.48
01	320328	10/14/2026	H&B SPECIALIZED PRODUCTS INC	R	1,895.00
01	320329	10/14/2026	HAYES, ZURI A	R	24.20
01	320330	10/14/2026	HILLYARD MINNEAPOLIS	R	1,774.00
01	320331	10/14/2026	HOME DEPOT CREDIT SERVICES	R	992.57
01	320332	10/14/2026	HRYPA WILLIAM V	R	164.00
01	320333	10/14/2026	INDA ADIN	R	13.00
01	320334	10/14/2026	INNOVATIVE OFFICE SOLUTIONS LLC	R	240.00
01	320335	10/14/2026	JULIE ANDERSON FOLK ART	R	180.00
01	320336	10/14/2026	KALDANE, KRISTIN	R	86.00
01	320337	10/14/2026	KARNAS MIKE	R	135.00
01	320338	10/14/2026	KORTE STEVEN	R	90.00
01	320339	10/14/2026	KROONBLAWD DAVID	R	90.00
01	320340	10/14/2026	KRUEGER BRANDT	R	52.63
01	320341	10/14/2026	LEONA WILKINS BEASLEY	R	30.25
01	320342	10/14/2026	LOFFLER	R	1,031.91
01	320343	10/14/2026	LOFFLER COMPANIES	R	950.73
01	320344	10/14/2026	LUVA VIVA AWARENESS	R	540.00
01	320345	10/14/2026	MAD HATTER WELLNESS	R	1,012.00
01	320346	10/14/2026	MARY AMANDA GUTIERREZ	R	28.43
01	320347	10/14/2026	MELANIE JOHNSON-AYLWARD	R	28.43
01	320348	10/14/2026	MENDELBLATT SCOTT	R	104.23
01	320349	10/14/2026	MILES ROBERT THOMPSON	R	147.36
01	320350	10/14/2026	MILES SARA	R	147.36
01	320351	10/14/2026	MITSON STEPHON	R	90.00
01	320352	10/14/2026	MRI SOFTWARE LLC	R	436.00
01	320353	10/14/2026	MSCA	R	125.00
01	320354	10/14/2026	NEUMAN MICHAEL	R	86.00
01	320355	10/14/2026	NICKELL, TAYLOR	R	24.20
01	320356	10/14/2026	NILFISK, INC.	R	768.40
01	320357	10/14/2026	NOKOMIS SHOE SHOP	R	124.95
01	320358	10/14/2026	OHARA MEGAN	R	28.43
01	320359	10/14/2026	OKEY CHRIS	R	94.73
01	320360	10/14/2026	OLSON ANDREA JADE	R	56.86
01	320361	10/14/2026	PARISH, BENJAMIN W	R	28.43
01	320362	10/14/2026	PEREZ LUCCIANO	R	90.00

01	320363	10/14/2026	PITNEY BOWES BANK PURCHASE POWER	R	5,128.18
01	320364	10/14/2026	PLUNKETT'S /VARMENT GUARD	R	1,111.09
01	320365	10/14/2026	PROPIO LS, LLC	R	124.02
01	320366	10/14/2026	RICKETTS, KATHLEEN	R	52.63
01	320367	10/14/2026	ROBINSON, AMARI J	R	24.20
01	320368	10/14/2026	SCHILLER THOMAS M	R	135.00
01	320369	10/14/2026	SCHLETTY JENNIE M	R	28.43
01	320370	10/14/2026	SCHLETTY, MARK	R	28.43
01	320371	10/14/2026	SETON	R	1,422.74
01	320372	10/14/2026	SHERWIN WILLIAMS CO	R	464.35
01	320373	10/14/2026	SOAR LEARNING, INC.	R	1,677.06
01	320374	10/14/2026	ST OLAF COLLEGE	R	2,000.00
01	320375	10/14/2026	STARK MOLLY	R	72.60
01	320376	10/14/2026	THUROW BENNETT	R	135.00
01	320377	10/14/2026	UNITED HEALTHCARE/AARP MEDICARE RX	R	119.10
01	320378	10/14/2026	UNITED HEARTHCARE /AARP MEDICARE RX	R	119.10
01	320379	10/14/2026	UNITEDHEALTHCARE	R	775.82
01	320380	10/14/2026	UNIVERSITY LANGUAGE CENTER	R	1,187.01
01	320381	10/14/2026	UNIVERSITY OF ST THOMAS	R	5,000.00
01	320382	10/14/2026	VISTA HIGHER LEARNING	R	479.40
01	320383	10/14/2026	YANG BENJAMIN	R	90.00
01	320384	10/15/2026	ADVANCED COMMERCIAL KITCHENS	R	2,103.00
01	320385	10/15/2026	INTERMEDIATE DISTRICT 287	R	500.45
01	320386	10/15/2026	KEMPS LLC	V	0.00
01	320387	10/15/2026	KEMPS LLC	R	5,984.36
01	320388	10/15/2026	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	8,819.38
01	320389	10/15/2026	MASSP-MN ASSOCIATION	R	885.00
01	320390	10/15/2026	PAN O GOLD BAKING CO	R	593.65
01	320391	10/15/2026	REGION 1 INFORMATION MGMT SERVICE	R	200.00
01	320392	10/15/2026	TORTILLERIA LA PERLA	R	83.67
01	320393	10/15/2026	TRIO SUPPLY COMPANY	R	2,406.92
01	320394	10/15/2026	UPPER LAKES FOODS	V	0.00
01	320395	10/15/2026	UPPER LAKES FOODS	R	48,451.45
01	**320213**	**10/22/2026**	**AUGSBURG COLLEGE**	**V**	**-675.00**
01	**320236**	**10/22/2026**	**AUGSBURG COLLEGE**	**V**	**-225.00**
01	320396	10/22/2026	ALERUS RETIREMENT AND BENEFITS	R	930.60
01	320397	10/22/2026	AMERGIS HEALTHCARE STAFFING, INC.	R	3,813.20
01	320398	10/22/2026	AI TECHNOLOGIES LLC	R	240.00
01	320399	10/22/2026	AUGSBURG COLLEGE	R	2,000.00
01	320400	10/22/2026	AVIBEN	R	540.06
01	320401	10/22/2026	BERRY COFFEE COMPANY INC.	R	757.01
01	320402	10/22/2026	BITUMINOUS ROADWAYS, INC.	R	8,750.00
01	320403	10/22/2026	BCBS OF MINNESOTA & BLUE PLUS	R	8,142.00
01	320404	10/22/2026	BRAND FARMS	R	1,800.00
01	320405	10/22/2026	CATALYST BUYING GROUP LLC	R	1,309.22
01	320406	10/22/2026	CDW GOVERNMENT INC	R	18,450.00
01	320407	10/22/2026	CHUBB	R	381,714.34
01	320408	10/22/2026	CITY OF RICHFIELD	R	9,407.62
01	320409	10/22/2026	COMMERCIAL KITCHEN	R	976.62
01	320410	10/22/2026	DEPARTMENT OF HUMAN SERVICES	R	1,440.00
01	320411	10/22/2026	DIGITAL INSURANCE LLC	R	5,203.00
01	320412	10/22/2026	EASE THERAPY LLC	R	15,750.00
01	320413	10/22/2026	ECM PUBLISHERS INC	R	147.50
01	320414	10/22/2026	FLANERY-OLSON, JODI	R	478.00

01	320415	10/22/2026	GROUP MEDICAREBLUE RX	R	8,325.00
01	320416	10/22/2026	HAMMER SPORTS, LLC	R	120.00
01	320417	10/22/2026	INNOVATIVE OFFICE SOLUTIONS LLC	R	207.80
01	320418	10/22/2026	INTERMEDIATE DISTRICT 287	R	387,890.86
01	320419	10/22/2026	IRONDALE	R	500.00
01	320420	10/22/2026	ISD #271	R	115,070.00
01	320421	10/22/2026	JUNIOR ACHIEVEMENT NORTH	R	600.00
01	320422	10/22/2026	KEMPS LLC	V	0.00
01	320423	10/22/2026	KEMPS LLC	R	3,016.48
01	320424	10/22/2026	LARSON ENGINEERING	R	900.00
01	320425	10/22/2026	LB CARLSON LLP	R	2,350.00
01	320426	10/22/2026	RUSS DAVIS WHOLESALE/LIBERTY FRESH	R	7,289.78
01	320427	10/22/2026	LOFFLER COMPANIES	R	10,652.38
01	320428	10/22/2026	LOYOLA UNIVERSITY CHICAGO	R	500.00
01	320429	10/22/2026	MADISON NATIONAL LIFE INS CO INC	R	17,563.32
01	320430	10/22/2026	MAXORPLUS LTD, DBA: VYTLONE	R	157,256.73
01	320431	10/22/2026	METRO COMMUNITY ED DIRECTORS ASSN.	R	100.00
01	320432	10/22/2026	METROPOLITAN MECHANICAL CONTRACTORS	R	14,635.50
01	320433	10/22/2026	ONEBRIDGE BENEFITS INC.	R	2,392.00
01	320434	10/22/2026	OPTIMIST CLUB OF RICHFIELD	R	57.50
01	320435	10/22/2026	PAN O GOLD BAKING CO	R	458.14
01	320436	10/22/2026	PENGUIN RANDOM HOUSE LLC	R	4,230.75
01	320437	10/22/2026	PIONEER VALLEY EDUCATIONAL PRESS	R	154.00
01	320438	10/22/2026	PROCARE THERAPY	R	9,375.00
01	320439	10/22/2026	PROFESSIONAL WIRELESS COMMUNICATION	R	4,433.02
01	320440	10/22/2026	PROQUEST LLC	R	3,752.44
01	320441	10/22/2026	RATWIK ROSZAK & MALONEY PA	R	370.50
01	320442	10/22/2026	RIEHLE KELLY ANN	R	116.00
01	320443	10/22/2026	RINGCENTERAL, INC.	R	9,412.61
01	320444	10/22/2026	RX VALET, LLC	R	1,454.89
01	320445	10/22/2026	SAFETYFIRST PLAYGROUND MAINTENANCE	R	14,496.22
01	320446	10/22/2026	SAFEWAY DRIVING SCHOOL, LLC	R	15,200.00
01	320447	10/22/2026	SCHOOL SERVICE EMPLOYEES UNION	R	5,384.10
01	320448	10/22/2026	SNLM	R	100.00
01	320449	10/22/2026	SQUIRES, WALDSPURGER & MACE, P.A.	R	1,045.49
01	320450	10/22/2026	SSESIMBA, DEOGRASIUS	R	74.00
01	320451	10/22/2026	SUNDE ENGINEERING, PLLC.	R	343.00
01	320452	10/22/2026	TRAVELERS CL REMIT CENTER	R	9,112.00
01	320453	10/22/2026	TRI METRO CONFERENCE	R	5,000.00
01	320454	10/22/2026	TRIO SUPPLY COMPANY	R	931.35
01	320455	10/22/2026	UHL COMPANY INC	R	4,157.17
01	320456	10/22/2026	UNITED STATES TREASURER	R	200.00
01	320457	10/22/2026	UPPER LAKES FOODS	R	22,338.40
01	320458	10/22/2026	VOYAGER SOPRIS LEARNING	R	1,134.00
01	320459	10/22/2026	XCEL ENERGY	R	41,073.19
01	320460	10/22/2026	AUGSBURY UNIVERSITY	R	225.00
			TOTAL CHECKS & SCHOLARSHIPS		**1,460,251.71**

RICHFIELD PUBLIC SCHOOLS

Investment Holdings as of
October 27, 2026

Description	Matures	Rate	Cost	General Operating	OPEB Bond
MNTrust TERM SERIES	01/25/28	3.97%	4,000,000.00	4,000,000.00	-
MNTrust TERM SERIES	01/25/28	4.05%	2,000,000.00	2,000,000.00	-
Bank of China	09/02/27	3.64%	237,000.00	237,000.00	-
GBank	09/02/27	3.64%	237,000.00	237,000.00	-
US TREASURY N/B	08/31/27	3.61%	499,097.46	499,097.46	-
Premier Bank	07/26/27	3.52%	238,400.00	238,400.00	-
First Pryority Bank	07/26/27	3.58%	238,200.00	238,200.00	-
Addition Financial Credit Union	07/26/27	3.52%	238,400.00	238,400.00	-
Aneca Federal Credit Union	07/26/27	3.52%	238,400.00	238,400.00	-
MNTrust TERM SERIES	07/26/27	3.85%	3,000,000.00	3,000,000.00	-
Freedom Northwest Credit Union	03/04/27	3.89%	235,700.00	235,700.00	-
American Commercial Bank & Trust, National Asso	03/04/27	3.89%	235,700.00	235,700.00	-
Oxford Bank	02/03/27	3.52%	242,100.00	242,100.00	-
BOM Bank	02/03/27	3.66%	241,800.00	241,800.00	-
ServisFirst Bank	02/03/27	3.62%	242,000.00	242,000.00	-
Providence Bank	02/03/27	3.58%	242,100.00	242,100.00	-
MNTrust TERM SERIES	01/25/27	3.93%	1,000,000.00	1,000,000.00	-
MNTrust TERM SERIES	01/25/27	3.76%	2,000,000.00	2,000,000.00	-
STRIPS	11/15/26	4.19%	499,807.02	499,807.02	-
SIGNATURE BK OF ARKANSAS	10/29/26	3.80%	249,559.92	249,559.92	-
GOLDMAN SACHS GOVERNMENT MONEY MARKET		3.55%	6,688,291.80	-	6,688,291.80
Total Investments Held			**22,803,556.20**	**16,115,264.40**	**6,688,291.80**

ppd:Finance

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

Board of Education

Independent School District 280, Richfield, MN

Regular Meeting

November 02, 2026

Certified – New Hire

Name	Employee Group	Position	Building	FTE	Effective Date
Megan Endresen	Management	Special Education Supervisor	District Office	Full-time	11/9/2026

Classified – New Hire

Name	Employee Group	Position	Building	FTE	Effective Date
Fernando Lopez	Paraprofessional	Student Support/Security Monitor	Richfield High School	Full-Time	11/2/2026

Classified – Reclassification

Name	Employee Group	Position	Building	FTE	Effective Date
Stacy Odegard	Paraprofessional	Instructional Paraprofessional	Richfield STEM Elementary	Full-Time	10/19/2026

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, November 2, 2026

Subject: Acceptance of Gifts

(Recommended by the superintendent)

A second read of Policy 706: Acceptance of Gifts. This policy describes the conditions under which the District can accept donations of money or property. This policy is primarily governed by Minnesota statute.

This policy ***does not*** mention individual gifts given to employees, which are governed by Policy 408: Gifts to Employees and Administrative Guideline 408.1.

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

Attachments:
Policy 706: Acceptance of Gifts - redlined
MSBA Model Policy 706: Acceptance of Gifts

Independent School District 280
Richfield Public Schools

ACCEPTANCE OF GIFTS

I. PURPOSE

The purpose of this policy is to provide guidelines for the acceptance of gifts by the school board of Richfield Public Schools.

II. GENERAL STATEMENT OF POLICY

It is the policy of the Richfield Public Schools to accept gifts only in compliance with state law.

III. ACCEPTANCE OF GIFTS GENERALLY

The school board may receive, for the benefit of the ~~school d~~District, bequests, donations or gifts for any proper purpose. The school board shall have the sole authority to determine whether any gift or any precondition, condition, or limitation on use included in a proposed gift furthers the interests of or benefits the ~~school d~~District and whether it should be accepted or rejected. This may be done with a routine vote at the ~~Board's~~ school board's discretion.

IV. GIFTS OF REAL OR PERSONAL PROPERTY

The school board may vote to accept a gift, grant or devise ~~or~~ of real or personal property only by ~~the adoption of~~ a resolution approved by a two-thirds majority of its members. The resolution must fully describe any preconditions, conditions or limitations placed on the gift by the donor. The real or personal property so accepted may not be used for religious or sectarian purposes.

V. FINANCIAL GIFTS TO SUPPORT HIRING OF PERSONNEL

If a financial gift is offered to support the hiring of personnel, the school board must authorize the addition or retention of positions prior to the commencement of recruitment. Recruitment, selection, assignment and supervision of personnel shall be in accordance with applicable laws, collective bargaining agreements, and ~~district~~ District personnel procedures and practices. Financial support for the position will be paid to the ~~district~~District, not directly to the person occupying the position.

VI. ADMINISTRATION IN ACCORDANCE WITH TERMS

If the school board agrees to accept a bequest, donation, gift, grant or devise which contains preconditions, conditions or limitations on use, the school board shall administer it in accordance with those terms. Once accepted, a gift shall be the property of the ~~school d~~District unless otherwise provided in the agreed upon terms.

Legal References:
Minn. Stat. §123B.02, Subd. 6 (~~Bequests, Donations, Gifts~~General Powers of Independent School Boards)
~~Minn. Stat. §465.03 (Gifts~~ to Municipalities)

RATIFIED BY THE BOARD OF EDUCATION: November 1, 1999

REVISED BY THE BOARD OF EDUCATION: September 17, 2007; October 21, 2013; November 22, 2021

REAFFIRMED BY THE BOARD OF EDUCATION: February 19, 2002

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

Adopted: _____ *MSBA/MASA Model Policy 706*
Orig. 1995
Revised: _____ *Rev. 2022*

706 ACCEPTANCE OF GIFTS

[Note: The provisions of this policy substantially reflect statutory requirements.]

I. PURPOSE

The purpose of this policy is to provide guidelines for the acceptance of gifts by the school board.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to accept gifts only in compliance with state law.

III. ACCEPTANCE OF GIFTS GENERALLY

The school board may receive, for the benefit of the school district, bequests, donations or gifts for any proper purpose. The school board shall have the sole authority to determine whether any gift or any precondition, condition, or limitation on use included in a proposed gift furthers the interests of or benefits the school district and whether it should be accepted or rejected.

IV. GIFTS OF REAL OR PERSONAL PROPERTY

The school board may accept a gift, grant or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members. The resolution must fully describe any conditions placed on the gift. The real or personal property so accepted may not be used for religious or sectarian purposes.

[Note: This voting requirement and gift use provision is specified by Minnesota Statutes section 465.03.]

V. ADMINISTRATION IN ACCORDANCE WITH TERMS

If the school board agrees to accept a bequest, donation, gift, grant or devise which contains preconditions, conditions or limitations on use, the school board shall administer it in accordance with those terms. Once accepted, a gift shall be the property of the school district unless otherwise provided in the agreed upon terms.

Legal References: Minn. Stat. § 123B.02, Subd. 6 (General Powers of Independent School Boards)
Minn. Stat. § 465.03 (Gifts to Municipalities)

Cross References: None

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, November 2, 2026

Subject: Post-Issuance Debt Compliance

(Recommended by the superintendent)

A second read of Policy 713: Post-Issuance Debt Compliance. This policy establishes the District's commitment to monitoring its borrowed funds (such as bonds and loans) to ensure continuous compliance with federal tax and financial reporting regulations set by the IRS and SEC. The administrative guideline outlines the step-by-step procedures, recordkeeping practices, and monitoring routines the Finance Department must follow to manage tax rules, track funds, and maintain required public disclosures over the life of the District's debt.

Suggested changes have been included to adhere to District branding and style guidelines and correct formatting inconsistencies.

Attachments:
Policy 713: Post-Issuance Debt Compliance - redlined
Administrative Guideline 713.1 - redlined

RICHFIELD PUBLIC SCHOOLS

POST-ISSUANCE DEBT COMPLIANCE ~~Policy~~

I. PURPOSE

The ~~School~~ school ~~Board~~ board ~~(the "Board")~~ of Independent School District No. 280 (Richfield), Minnesota (the "District") has chosen, by policy, to take steps to help ensure that all obligations will be in compliance with all applicable federal regulations. This policy may be amended, as necessary, in the future.

~~IRS Background~~II. IRS BACKGROUND

The Internal Revenue Service (IRS) is responsible for enforcing compliance with the Internal Revenue Code (the "Code") and regulations promulgated thereunder ("Treasury Regulations") governing certain obligations (for example: tax-exempt obligations, Build America Bonds, Recovery Zone Development Bonds and various "Tax Credit" Bonds). The IRS encourages issuers and beneficiaries of these obligations to adopt and implement a post-issuance debt compliance policy and procedures to safeguard against post-issuance violations.

~~SEC Background~~III. SEC BACKGROUND

The Securities and Exchange Commission (SEC) is responsible for enforcing compliance with the SEC Rule 15c2-12 (the "Rule"). Governments or governmental entities issuing obligations generally have a requirement to meet specific continuing disclosure standards set forth in continuing disclosure agreements ("CDA"). Unless the issuer, obligated person, or a specific obligation is exempt from compliance with CDAs, these agreements are entered into at the time of obligation issuance to enable underwriter(s) to comply with the Rule. The Rule sets forth certain obligations of:

~~(i)~~A. underwriters to receive, review and disseminate official statements prepared by issuers of most primary offerings of municipal securities,

B. ~~(ii)~~ underwriters to obtain CDAs from issuers and other obligated persons to provide material event disclosure and annual financial information on a continuing basis, and

C. ~~(iii)~~ broker-dealers to have access to such continuing disclosure in order to make recommendations of municipal securities transactions in the secondary market.

The SEC encourages issuers and beneficiaries adopt and implement a post-issuance debt compliance policy and procedures to safeguard against Rule violations.

Formatted: Font: Bold

Formatted: Indent: Left: 0", Hanging: 0.38", Numbered + Level: 1 + Numbering Style: I, II, III, … + Start at: 1 + Alignment: Left + Aligned at: 0.25" +

Formatted: Justified, Indent: Left: 0.38"

Formatted: Justified

Formatted: Justified

Formatted: Justified, Indent: Left: 0.38"

Formatted: Justified

Formatted: Justified

Formatted: Indent: Left: 0.38", Hanging: 0.38"

Formatted: Justified, Indent: Left: 0.38"

Formatted: Justified

When obligations are issued, the CDA commits the issuer or obligated person to provide certain annual financial information and material event notices to the public. Issuers and other obligated persons may also choose to provide periodic, voluntary financial information and filings to investors in addition to fulfilling the specific responsibilities delineated in their CDA. It is important to note that issuers and other obligated persons should not give any one investor certain information that is not readily available to all market participants by disseminating information to the marketplace, at large. Issuers and other obligated persons should be aware that any disclosure activities determined to be "communicating to the market" can be subject to regulatory scrutiny.

IV. POST-ISSUANCE DEBT COMPLIANCE POLICY OBJECTIVE

The District desires to monitor these obligations to ensure compliance with the Code, Treasury Regulations and the SEC Rule. To help ensure compliance, the District has developed this policy. This policy shall apply to the obligations mentioned above, including bonds, notes, loans, lease purchase contracts, lines of credit, commercial paper or any other form of debt that is subject to compliance.

V. POST-ISSUANCE DEBT COMPLIANCE POLICY

The ~~Director~~ director of ~~Finance~~ finance is designated as the District's agent who is responsible for post-issuance compliance of these obligations.

The ~~Director~~ director of ~~Finance~~ finance shall assemble all relevant documentation, records and activities required to ensure post-issuance debt compliance as further detailed in Administrative Guideline 713.1: Post-Issuance Debt Compliance Procedures. At a minimum, the post-issuance debt compliance procedures for each qualifying obligation will address the following:

~~1.~~A. General post-issuance compliance;
~~2.~~B. General recordkeeping;
~~3.~~C. Arbitrage yield restriction and rebate;
~~4.~~D. Expenditure and asset documentation to be assembled and retained;
~~5.~~E. Miscellaneous documentation to be assembled and retained;
~~6.~~F. Additional undertakings and activities that support points 1 through 5 above;
~~7.~~G. Continuing disclosure obligations;
~~8.~~H. Compliance with future requirements.

The ~~Director~~ director of ~~Finance~~ finance shall apply the post-issuance debt compliance procedures to each qualifying obligation and maintain a record of the results. Further, the ~~Director~~ director of ~~Finance~~ finance will ensure that the Policy 713: Post-Issuance Debt Compliance ~~Policy~~ and ~~Procedures~~ Administrative Guideline 713.1 are updated on a regular and as needed basis.

Formatted: Justified, Indent: Left: 0.38"
Formatted: Justified
Formatted: Justified
Formatted: Justified, Indent: Left: 0.38"
Formatted: Justified
Formatted: Justified, Indent: Left: 0", Hanging: 0.38"
Formatted: Justified, Indent: Left: 0.38"
Formatted: Justified
Formatted: Justified, Indent: Left: 0.38", Hanging: 0.38", Numbered + Level: 1 + Numbering Style: A, B, C, … + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Tab after: 0.5" + Indent at: 0.5", Tab stops: 0.75", List tab + Not at 0.5"
Formatted: Justified
Formatted: Justified, Indent: Left: 0.38"

The ~~Director~~ director of ~~Finance~~ finance or any other individuals responsible for assisting the ~~Director~~ director of ~~Finance~~ finance in maintaining records needed to ensure post-issuance debt compliance, are authorized to expend funds as needed to attend training or secure use of other educational resources for ensuring compliance such as consulting, publications, and compliance assistance.

Most of the provisions of this ~~Post-Issuance Debt Compliance Policy~~policy are not applicable to taxable governmental obligations unless there is a reasonable possibility that the District may refund their taxable governmental obligation, in whole or in part, with the proceeds of a tax-exempt governmental obligation. If this refunding possibility exists, then the ~~Director~~ director of ~~Finance~~ finance shall treat the taxable governmental obligation as if such issue were an issue of tax-exempt governmental obligations and comply with the requirements of this policy.

VI. PRIVATE ACTIVITY BONDS

Formatted: Justified, Indent: Left: 0", Hanging: 0.38"

Formatted: Justified

The District may issue tax-exempt obligations that are "private activity" bonds because either (1) the bonds finance a facility that is owned by the District but used by one or more qualified 501(c)(3) organizations, or (2) the bonds are so-called "conduit bonds", where the proceeds are loaned to a qualified 501(c)(3) organization or another private entity that finances activities eligible for tax-exempt financing under federal law (such as certain manufacturing projects and certain affordable housing projects). Prior to the issuance of either of these types of bonds, the ~~Director~~ director of ~~Finance~~ finance shall take steps necessary to ensure that such obligations will remain in compliance with the requirements of this ~~Post-Issuance Debt Compliance Policy~~policy.

In a case where compliance activities are reasonably within the control of a private party (i.e., a 501(c)(3) organization or conduit borrower), the ~~Director~~ director of ~~F~~finance may determine that all or some portion of compliance responsibilities described in this policy shall be assigned to the relevant party. In the case of conduit bonds, the conduit borrower will be assigned all compliance responsibilities other than those required to be undertaken by the District under federal law. In a case where the ~~Director~~ director of ~~Finance~~ finance is concerned about the compliance ability of a private party, the ~~Director~~ director of ~~F~~finance may require that a trustee or other independent third party be retained to assist with record keeping for the obligation and/or that the trustee or such third party be responsible for all or some portion of the compliance responsibilities.

The ~~Director~~ director of ~~Finance~~ finance is additionally authorized to seek the advice, as necessary, of bond counsel and/or its financial advisor to ensure the District is in compliance with this ~~Post-Issuance Debt Compliance Policy~~policy.

Cross References:
Internal Revenue Code Section 148
Treasury Regulation Section 1.150-2
Treasury Regulation Section 1.141

RATIFIED BY THE BOARD OF EDUCATION: March 7, 2016
REVISED BY THE BOARD OF EDUCATION: January 3, 2022

RICHFIELD PUBLIC SCHOOLS

POST-ISSUANCE DEBT COMPLIANCE PROCEDURES

~~As~~ In Richfield Public Schools, as directed by the ~~ratification of the~~ Policy 713: Post-Issuance Debt Compliance ~~Policy~~, the ~~Director of Finance~~director of finance will perform the following post-issuance debt compliance procedures for all of the District's outstanding debt.

A. General Post-Issuance Compliance

1. Ensure written procedures and/or guidelines have been put in place for individuals to follow when more than one person is responsible for ensuring compliance with post-issuance debt compliance procedures.
~~a.~~
2. Ensure training and/or educational resources for post-issuance compliance have been approved and obtained.
~~b.~~
~~c.~~3. The ~~Director of Finance~~director of finance ~~-~~understands that there are options for voluntarily correcting failures to comply with post-issuance compliance requirements (such as remedial actions under Section 1.141-12 of the Treasury Regulations and the ability to enter into a closing agreement under the Tax-Exempt Bonds Voluntary Closing Agreement Program described in Notice 2008-31 (the "VCAP Program")).

B. General Recordkeeping

1. Retain records and documents for the obligation and all obligations issued to refund the obligation for a period of at least seven years following the final payment of the obligation. If an obligation is refunded, then the final payment of the refunding obligation becomes the beginning of the period unless otherwise directed by the District's bond counsel.
~~a.~~
2. Retain electronic (preferred) and/or paper versions of records and documents for the obligation.
~~b.~~
3. General records and documentation to be assembled and retained:
~~c.~~
   a. Description of the purpose of the obligation (referred to as the project) and the state statute authorizing the project.
   ~~i.~~
   b. Record of tax-exempt status or revocation of tax-exempt status, if applicable.
   ~~ii.~~
   c. Any correspondence between the District and the IRS.
   ~~iii.~~
   d. Audited financial statements.

Formatted: Indent: Left: 0.75", No bullets or numbering

Formatted: Indent: Left: 0.75", No bullets or numbering

Formatted: Indent: Left: 0.5", Numbered + Level: 2 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 0.75" + Tab after: 1" + Indent at: 1"

Formatted: Indent: Left: 1", No bullets or numbering

Formatted: Indent: Left: 1", No bullets or numbering

Formatted: Indent: Left: 1", No bullets or numbering

Formatted: Indent: Left: 1.38", No bullets or numbering

Formatted: Indent: Left: 1.38", No bullets or numbering

Formatted: Indent: Left: 1.38", No bullets or numbering

~~iv.~~
e. All accounting audits of property financed by the obligation.
~~v.~~
f. Obligation transcripts, official statements and other offering documents of the obligation.
~~vi.~~
g. Minutes and resolutions authorizing the issuance of the obligation.
~~vii.~~
h. Certifications of the issue price of the obligation.
~~viii.~~
i. Any formal elections for the obligation (i.e. election to employ an accounting methodology other than the specific tracing method).
~~ix.~~
j. Appraisals, demand surveys, or feasibility studies for property financed by the obligation.
~~x.~~
k. All information reports filed for the obligations.
~~xi.~~
l. All management contracts and other service agreements, research contracts, and naming rights contracts.
~~xii.~~
m. Documents related to governmental grants associated with construction, renovation or purchase of property financed with the obligation.
~~xiii.~~
n. Reports of any prior IRS examinations of the District or the District's obligation.
~~xiv.~~
o. All correspondence related to the above (faxes, emails, or letters).
~~xv.~~

C. Arbitrage Yield Restriction and Rebate Recordkeeping

1. Investment and arbitrage documentation to be assembled and retained:
~~a.~~
a. ~~i.~~ – An accounting of all deposits, expenditures, interest income and asset balances associated with each fund established in connection with the obligation. – This includes an accounting of all monies deposited to the debt service fund to make debt service payments on the obligation, regardless of the source derived. – Accounting for expenditures and assets is described in further detail in Section 4.

b. Statements prepared by Trustee or Investment Provider.
~~i.~~

Formatted: Indent: Left: 1.38", No bullets or numbering
Formatted: Indent: Left: 1.38", No bullets or numbering
Formatted: Indent: Left: 1.38", No bullets or numbering
Formatted: Indent: Left: 1.38", No bullets or numbering
Formatted: Indent: Left: 1.38", No bullets or numbering
Formatted: Indent: Left: 1.38", No bullets or numbering
Formatted: Indent: Left: 1.38", No bullets or numbering
Formatted: Indent: Left: 1.38", No bullets or numbering
Formatted: Indent: Left: 1.38", No bullets or numbering
Formatted: Indent: Left: 1.38", No bullets or numbering
Formatted: Indent: Left: 1.25", No bullets or numbering
Formatted: Indent: Left: 1", No bullets or numbering
Formatted: Indent: Left: 1.63", First line: 0"
Formatted: Indent: Left: 1.63", No bullets or numbering, Tab stops: Not at 1.38"

c. Documentation of at least quarterly allocations of investments and investment earnings to each obligation

~~ii.~~

d. ~~iv.~~ Documentation for investments made with obligation proceeds such as:

~~1.~~1) Investment contracts (i.e. guaranteed investment contracts).

~~2.~~2) Credit enhancement transactions (i.e. bond insurance contracts).

~~3.~~3) Financial derivatives (e.g. swaps, caps, and collars).

~~4.~~ Bidding of financial products.

e. ~~Investments~~ Documentation that investments acquired with obligation proceeds are purchased at fair market value (e.g. three bid safe harbor rule for open market securities needed in advance refunding escrows).

~~b~~2. Computations of the arbitrage yield.

~~c~~3. Computations of yield restriction and rebate amounts including but not limited to:

a. Compliance in meeting the "Temporary Period from Yield Restriction Exception" and limiting the investment of funds after the temporary period expires.

~~i.~~

b. Compliance in meeting the "Rebate Exception".

~~ii.~~

~~1.~~1) Qualifying for the "Small Issuer Exception"

2) – Qualifying for a "Spending Exception"

~~2.~~

- 6 Month Spending Exception
- 18 Month Spending Exception
- 24 Month Spending Exception

3) Qualifying for the "Bona Fide Debt Service Fund Exception"

~~3.~~

4) Quantifying arbitrage on all funds established in connection with the obligation in lieu of satisfying arbitrage exceptions including reserve funds and debt service Funds.

~~4.~~

4. Computations of yield restriction and rebate payments.

~~1.~~

5. Timely Tax Form 8038-T filing, if applicable.

~~e.~~

Formatted: Indent: Left: 1.63", No bullets or numbering, Tab stops: Not at 1.75"

Formatted: Indent: Left: 1.63", First line: 0"

Formatted: Numbered + Level: 4 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 1.75" + Indent at: 2"

Formatted: Numbered + Level: 1 + Numbering Style: a, b, c, … + Start at: 1 + Alignment: Left + Aligned at: 1.69" + Indent at: 1.94", Tab stops: Not at 3"

Formatted: Indent: Left: 1.88", No bullets or numbering

Formatted: Indent: Left: 1.63", No bullets or numbering

Formatted: Indent: Left: 1.63", No bullets or numbering

Formatted: Indent: Left: 1.75", Numbered + Level: 5 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 3" + Tab after: 3.25" + Indent at: 3.25", Tab stops: 2", List tab + Not at 3.25"

Formatted: Indent: Left: 2", No bullets or numbering

Formatted: Indent: Left: 2.75", No bullets or numbering

Formatted: Indent: Left: 1.75", No bullets or numbering

Formatted: Indent: Left: 1.75", No bullets or numbering

Formatted: Indent: Left: 0.69", No bullets or numbering, Tab stops: 0.69", List tab + Not at 1.19" + 3"

Formatted: Indent: Left: 1", No bullets or numbering, Tab stops: 1", List tab + Not at 3"

a. Remit any arbitrage liability associated with the obligation to the IRS at each five year anniversary date of the obligation, and the date in which the obligation is no longer outstanding (redemption or maturity date), whichever comes sooner, within 60 days of said date.

~~i.~~

6. Timely Tax Form 8038-R filing, if applicable.

~~f.~~

~~i.~~ a. Remit the form after the date in which the obligation is no longer outstanding (redemption or maturity date), whichever comes sooner, within 2 years of said date.

~~g.~~e. 7. Procedures or guidelines for monitoring instances where compliance with applicable yield restriction requirements depends on subsequent reinvestment of obligation proceeds in lower yielding investments (e.g. reinvestment in zero coupon SLGS).

~~D.~~ D. Expenditure and Asset Documentation to be Assembled and Retained

1. Documentation of allocations of obligation proceeds to expenditures (e.g. allocation of proceeds to expenditures for the construction, renovation or purchase of facilities owned and used in the performance of exempt purposes).

~~a.~~

~~i.~~ a. Such allocation will be done not later than the earlier of: eighteen (18) months after the later of the date the expenditure is paid, or the date the project, if any, that is financed by the obligation is placed in service; or the date sixty (60) days after the earlier of the fifth anniversary of the issue date of the obligation, or the date sixty (60) days after the retirement of the obligation.

2. Documentation of allocations of obligation proceeds to issuance costs.

~~b.~~

3. Copies of requisitions, draw schedules, draw requests, invoices, bills and cancelled checks related to obligation proceed expenditures during the construction period.

~~c.~~

4. Copies of all contracts entered into for the construction, renovation or purchase of facilities financed with obligation proceeds.

~~d.~~

5. Records of expenditure reimbursements incurred prior to issuing obligations for projects financed with obligation proceeds (declaration of official intent/reimbursement resolutions including all modifications).

~~e.~~

6. List of all facilities and equipment financed with obligation proceeds.

~~f.~~

7. Depreciation schedules for depreciable property financed with obligation proceeds.

~~g.~~

Formatted: Indent: Left: 2", No bullets or numbering, Tab stops: Not at 3"

Formatted: Indent: Left: 1", No bullets or numbering, Tab stops: 1", List tab + Not at 3"

Formatted: Tab stops: Not at 3"

Formatted: No bullets or numbering

Formatted: Indent: Left: 1.13", No bullets or numbering

Formatted: Justified, Indent: Left: 1.31", First line: 0", Numbered + Level: 4 + Numbering Style: a, b, c, … + Start at: 1 + Alignment: Left + Aligned at: 2.88" + Indent at: 3.13"

Formatted: Tab stops: 1.31", Left

Formatted: No bullets or numbering

Formatted: No bullets or numbering

Formatted: No bullets or numbering

Formatted: No bullets or numbering

Formatted: No bullets or numbering

Formatted: No bullets or numbering

8. Documentation that tracks the purchase and sale of assets financed with obligation proceeds.

~~h.~~

9. Documentation of timely payment of principal and interest payments on the obligation.

~~i.~~

10. Tracking of all issue proceeds and the transfer of proceeds into the debt service fund as appropriate.

~~j.~~

~~k.~~ 11. Documentation that excess earnings from a Reserve Fund are transferred to the Debt Service Fund on an annual basis. Excess earnings are balances in a Reserve Fund that exceed the Reserve Fund requirement.

~~E.~~ E. Miscellaneous Documentation to be Assembled and Retained

1. ~~a.~~ Ensure that the project, while the obligation is outstanding, will avoid IRS private activity concerns.

2. ~~b.~~ The ~~Director of Finance~~Director of finance shall monitor the use of all obligation-financed facilities in order to:

a.~~i.~~ Determine whether private business uses of obligation-financed facilities have exceeded the *de minimus* limits set forth in Section 141(b) of the Code as a result of:

1) ~~1)~~ sale of the facilities;

2) ~~2)~~ sale of District capacity rights;

3) ~~3)~~ leases and subleases of facilities including easements or use arrangements for areas outside the four walls (e.g., hosting of cell phone towers);

4) ~~4)~~ leasehold improvement contracts, licenses, management contracts in which the District authorizes a third party to operate a facility (e.g. cafeteria);

5) ~~5)~~ research contracts;

6) ~~6)~~ preference arrangements (in which the District permits a third party preference (e.g. parking in a public parking lot, joint ventures, limited liability companies or partnership arrangements):

7) ~~7)~~ output contracts or other contracts for use of utility facilities including contracts with large utility users;

8) ~~8)~~ development agreements which provide for guaranteed payments or property values from a developer;

Formatted: No bullets or numbering

Formatted: No bullets or numbering

Formatted: Indent: Left: 1.63", No bullets or numbering

Formatted: Indent: Left: 0.5", No bullets or

Formatted: Indent: Left: 0.13", No bullets or numbering

Formatted: Indent: Left: 0.94", First line: 0"

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

Formatted: Indent: Left: 1"

Formatted: Indent: Left: 1.88"

Formatted: Indent: Left: 1.25"

Formatted: Indent: Left: 1", Numbered + Level: 5 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 3.38" + Indent at: 3.63"

Formatted: Indent: Left: 1.25"

Formatted: Indent: Left: 1", Numbered + Level: 5 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 3.38" + Indent at: 3.63"

Formatted: Indent: Left: 1.25"

Formatted: Indent: Left: 1", Numbered + Level: 5 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 3.38" + Indent at: 3.63"

Formatted: Indent: Left: 1.25"

Formatted: Indent: Left: 1", Numbered + Level: 5 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 3.38" + Indent at: 3.63"

Formatted: Indent: Left: 1.25"

Formatted: Indent: Left: 1", Numbered + Level: 5 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 3.38" + Indent at: 3.63"

Formatted: List Paragraph, Indent: Left: 1.25", No bullets or numbering

Formatted: Indent: Left: 1.25"

Formatted: Indent: Left: 1", Numbered + Level: 5 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 3.38" + Indent at: 3.63"

Formatted: Indent: Left: 3.63"

Formatted: Indent: Left: 1", Numbered + Level: 5 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 3.38" + Indent at: 3.63"

9) ~~9)~~ grants or loans made to private entities including special assessment agreements;

10)~~10)~~ naming rights agreements; and

11)~~11)~~ other arrangements that provide special legal entitlements to nongovernmental persons

~~ii~~b. determine whether private security or payments that exceed the *de minimus* limits set forth in Section 141(b) of the Code have been provided by nongovernmental persons with respect to such obligation-financed facilities.

~~c~~3. The ~~Director of Finance~~Director of finance shall provide training and educational resources to any District staff that have the primary responsibility for the operation, maintenance, or inspection of obligation-financed facilities with regard to the limitations on the private business use of obligation-financed facilities and as to the limitations on the private security or payments with respect to obligation-financed facilities.

~~d~~4. The ~~Director of Finance~~Director of finance shall undertake the following with respect to the obligations:

~~i~~a. an annual review of the books and records maintained by the District with respect to such obligations; and

~~ii~~b. an annual physical inspection of the facilities financed with the proceeds of such obligations, conducted by the ~~Director of Finance~~Director of finance with the assistance of any District staff who have the primary responsibility for the operation, maintenance, or inspection of such obligation-financed facilities.

~~e~~5. Changes in the project that impact the terms or commitments of the obligation are properly documented and necessary certificates or opinions are on file.

~~F.~~ F. Additional Undertakings and Activities that Support Sections 1 through 5 above:

1. The ~~Director of Finance~~Director of finance will notify the District's bond counsel, financial advisor and arbitrage provider of any survey or inquiry by the IRS immediately upon receipt. Usually responses to IRS inquiries are due within 21 days of receipt. Such IRS responses require the review of the above-mentioned data and must be in writing. As much time as possible is helpful in preparing the response.

~~a.~~

Formatted: List Paragraph, Indent: Left: 1.25", No bullets or numbering

Formatted: Indent: Left: 1.25"

Formatted: Indent: Left: 1", Numbered + Level: 5 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 3.38" + Indent at: 3.63"

Formatted: Indent: Left: 1.25"

Formatted: Indent: Left: 1", Numbered + Level: 5 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 3.38" + Indent at: 3.63"

Formatted: Indent: Left: 1.25"

Formatted: Indent: Left: 1", Numbered + Level: 5 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 3.38" + Indent at: 3.63"

Formatted: Indent: Left: 0"

Formatted: No bullets or numbering

Formatted: Indent: Left: 0.5", No bullets or

2. The ~~Director of Finance~~Director of finance will consult with the District's bond counsel, financial advisor and arbitrage provider before engaging in post-issuance credit enhancement transactions (e.g. obligation insurance, letter of credit, or hedging transactions.

~~b.~~

3. The ~~Director of Finance~~Director of finance will monitor all "qualified tax-exempt debt obligations" (often referred to as "bank qualified" obligations) within the first calendar year to determine if the limit is exceeded, and if exceeded, will address accordingly.– For obligations issued during years 2009 and 2010, the limit was $30,000,000 During this period, the limit also applied to pooled financings of the governing body and provides a separate $30,000,000 for each 501 (c)(3) conduit borrower. In 2011 and thereafter it is $10,000,000 unless changed by Congress.

~~c.~~

4. Identify any post-issuance change to terms of obligations which could be treated as a current refunding of "old" obligations by "new" obligations, often referred to as a "reissuance".

~~d.~~

5. ~~e.~~ The ~~Director of Finance~~Director of finance will consult with the District's bond counsel prior to any sale, transfer, change in use or change in users of obligation-financed property which may require "remedial action" under applicable Treasury Regulations or resolution pursuant to the VCAP Program.

~~i~~a. A remedial action has the effect of curing a deliberate action taken by the District which results in satisfaction of the private business test or private loan test.– Remedial actions under Section 1.141-12(d)(e) and (f) include the redemption of non-qualified obligations and/or alternative uses of proceeds or the facility (i.e. to be used for another qualified purpose).

~~f~~6. The ~~Director of Finance~~Director of finance will ensure that the appropriate tax form for federal subsidy payments is prepared and filed in a timely fashion for applicable obligations (e.g. Build America Bonds).

~~G.~~ G. Continuing Disclosure Obligations

1. Identify a position at the District to be responsible for compliance with continuing disclosure obligations as defined by the Rule and any policies of the District.

~~a.~~

2. The position responsible for compliance may have the ability to assign responsibilities, delegate where appropriate or engage a dissemination agent or third-party service providers to perform all or some of the duties described in this section.– The District cannot delegate its compliance responsibilities.

~~b.~~

3. The District should specify how providers or delegated authorities will be monitored and supervised.

Formatted: Indent: Left: 0.5", No bullets or

Formatted: Indent: Left: 0.5", No bullets or

Formatted: Indent: Left: 0.5", No bullets or

Formatted: Numbered + Level: 1 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 0.25" + Indent at: 0.5"

Formatted: No bullets or numbering

Formatted: Indent: Left: 0.5", No bullets or

Formatted: Font color: Auto

Formatted: Indent: Left: 0.5", No bullets or

Formatted: Font color: Auto

~~c.~~

4. The District should identify the documents that set forth the respective requirements being monitored at the time of closing for each obligation.

~~d.~~

5. The District should catalog all outstanding Continuing Disclosure Agreements and establish consolidated filing requirements based on the outstanding CDAs.

~~e.~~

6. The District should identify the frequency of the actions to be undertaken to ensure compliance, establish a system or filing alerts or reminders to administer the filing requirements.

~~f.~~

7. The ~~Director of Finance~~Director of finance for compliance must be made aware of any new outstanding debt, changes to obligation or loan covenants, events of acceleration or default that would materially affect investors.

~~g.~~

8. The District should review a compliance checklist to verify compliance with CDA requirements, at least annually, although it may be advisable to provide more frequent reviews in connection to specific material events.

~~h.~~

~~i.~~9. The District should monitor mandatory material events specifically identified in accordance with the Rule and file required notices within 10 days of occurrence.

a. Principal and interest payment delinquencies.

~~1.~~

b. Non-payment related defaults, if material.

~~2.~~

c. Unscheduled draws on debt service reserves reflecting financial difficulties.

~~3.~~

d. Unscheduled draws on credit enhancements reflecting financial difficulties.

~~4.~~

e. Substitution of credit or liquidity providers or their failure to perform.

~~5.~~

f. Adverse tax opinion, IRS notices or material events affecting the tax status of the obligation.

~~6.~~

g. Modifications to rights of security holders, if material.

~~7.~~

h. Obligation calls, if material.

~~8.~~

i. Defeasances.

~~9.~~

j. Release, substitution or sale of property securing repayment of the obligations, if material.

Formatted: Indent: Left: 0.5", No bullets or
Formatted: Font color: Auto
Formatted: Indent: Left: 0.5", No bullets or
Formatted: Font color: Auto
Formatted: Indent: Left: 0.5", No bullets or
Formatted: Font color: Auto
Formatted: Indent: Left: 0.5", No bullets or
Formatted: Font color: Auto
Formatted: Indent: Left: 0.5", No bullets or
Formatted: Font color: Auto
Formatted: Indent: Left: 0.5", No bullets or
Formatted: Indent: Left: 0.25", Numbered + Level: 2 + Numbering Style: 1, 2, 3, … + Start at: 1 + Alignment: Left + Aligned at: 1.88" + Indent at: 2.13"
Formatted: Indent: Left: 1.5", No bullets or
Formatted: Indent: Left: 1.5", No bullets or
Formatted: Indent: Left: 1.5", No bullets or
Formatted: Indent: Left: 1.5", No bullets or
Formatted: Indent: Left: 1.5", No bullets or
Formatted: Indent: Left: 1.5", No bullets or
Formatted: Indent: Left: 1.5", No bullets or
Formatted: Indent: Left: 1.5", No bullets or
Formatted: Indent: Left: 1.5", No bullets or

~~10.~~

k. Rating Changes.

~~11.~~

l. Bankruptcy, insolvency, receivership, or similar event of the obligated person(s).

~~12.~~

m. Merger, consolidation, or acquisition of the obligated person, if material.

~~13.~~

n. Appointment of a successor or additional trustee, or change of name of a trustee, if material.

~~14.~~

o. Incurrence of financial obligation of the District, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a financial obligation of the District, any of which affect security holders, if material.

~~15.~~

~~16.~~p. Default, event of acceleration, termination event, modification of terms, or other similar events under the terms of the financial obligation of the District, any of which reflect financial difficulties.

10~~j~~. In addition to the mandatory material events, the District should review and file any additional or voluntary event notices.

~~k~~11. The District should maintain a catalog of all outstanding obligations whether publicly offered or privately placed, and the terms and conditions that govern default or acceleration provisions.

~~l~~12. Any missed filing requirement should be remedied with a failure to file notice as soon as possible once the late filing is identified and the required information is available to file.

~~m~~13. Sensitive information such as bank accounts and wire information should be redacted from documents prior to posting on EMMA.

~~n~~14. The District needs to monitor for changes in law and regulations that effect continuing disclosure obligations and review disclosure policies and procedures periodically to ensure compliance and consistency with regulation and market expectations.

~~H.~~ H. Compliance with Future Requirements

Formatted: Indent: Left: 1.5", No bullets or

Formatted: Indent: Left: 1.5", No bullets or

Formatted: Indent: Left: 1.5", No bullets or

Formatted: Indent: Left: 1.5", No bullets or

Formatted: Indent: Left: 1.5", No bullets or

Formatted: Indent: Left: 1.5", No bullets or

Formatted: Outline numbered + Level: 3 + Numbering Style: a, b, c, … + Start at: 1 + Alignment: Left + Aligned at: 1.25" + Tab after: 1.5" + Indent at: 1.5"

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

Formatted: Indent: Left: 1.69", No bullets or numbering

~~a.~~ 1. Take measures to comply with any future requirements issued beyond the date of these Post-Issuance Debt Compliance Procedures which are essential to ensuring compliance with the applicable state and federal regulations.

Formatted: Indent: Left: 1.88", No bullets or numbering

Cross References:
Internal Revenue Code Section 148
Treasury Regulation Section 1.150-2
Treasury Regulation Section 1.141

Dated: March 7, 2016
Revised: January 3, 2022

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, November 2, 2026

Subject: Workload Limits for Certain Special Education Teachers

(Recommended by the superintendent)

A first read of Policy 451: Workload Limits for Certain Special Education Teachers. This policy is required by statute and adheres closely to the MSBA model policy.

Attachments:
Policy 451: Workload Limits for Certain Special Education Teachers
MSBA Model Policy 427: Workload Limits for Certain Special Education Teachers

RICHFIELD PUBLIC SCHOOLS

WORKLOAD LIMITS FOR CERTAIN SPECIAL EDUCATION TEACHERS

I. PURPOSE

The purpose of this policy is to establish general parameters for determining the workload limits of special education staff who provide services to children with disabilities receiving direct special education services 60 percent or less of the instructional day.

II. DEFINITIONS

A. Special Education Staff; Special Education Teacher

"Special education staff" and "special education teacher" both mean a teacher employed by the school district who is licensed under the rules of the Professional Educator Licensing and Standards Board to instruct children with specific disabling conditions.

B. Direct Services

"Direct services" means special education services provided by a special education teacher when the services are related to instruction, including cooperative teaching.

C. Indirect Services

"Indirect services" means special education services provided by a special education teacher which include ongoing progress reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with children with disabilities to monitor and observe.

D. Workload

"Workload" means a special education teacher's total number of minutes required for all due process responsibilities, including direct and indirect services, evaluation and reevaluation time, management of individualized education programs (IEPs), travel time, parental contact, and other services required in the IEPs.

III. GENERAL STATEMENT OF POLICY

A. Workload limits for special education teachers shall be determined by the appropriate special education administrator, in consultation with the building principal and the superintendent.

B. In determining workload limits for special education staff, the school district shall take into consideration the following factors: student contact minutes, evaluation and reevaluation time, indirect services, management of IEPs, travel time, and other services required in the IEPs of eligible students.

IV. COLLECTIVE BARGAINING AGREEMENT UNAFFECTED

This policy shall not be construed as a reopening of negotiations between the school district and the special education teachers' exclusive representative, nor shall it be construed to alter or limit in any way the managerial rights or other authority of the school district set forth in the Public Employers Labor Relations Act or in the collective bargaining agreement between the school district and the special education teachers' exclusive representative.

Legal References: Minn. Stat. § 179A.07, Subd. 1 (Inherent Managerial Policy)
Minn. Rule 3525.0210, Subps. 14, 27, 44, and 49 (Definitions of "Direct Services," "Indirect Services," "Teacher," and "Workload")
Minn. Rule 3525.2340, Subp. 4.B. (Case Loads for School-Age Educational Service Alternatives)

Cross References: MSBA/MASA Model Policy 508 (Extended School Year for Certain Students with Individualized Education Programs)
MSBA/MASA Model Policy 608 (Instructional Services – Special Education)

RATIFIED BY THE BOARD OF EDUCATION: August 17, 2015

REVISED BY THE BOARD OF EDUCATION: February 7, 2022

Adopted: _____ *MSBA/MASA Model Policy 427*
Orig. 2015
Revised: _____ *Rev. 2026*

427 WORKLOAD LIMITS FOR CERTAIN SPECIAL EDUCATION TEACHERS

[NOTE: School districts are required by Minnesota Rules 3525.2340, subpart 4.B, to have a policy for determining the workload limits of special education staff who provide services to students who receive direct special education services sixty (60) percent or less of the instructional day.]

[NOTE: Minnesota Statutes, section 179A.07, subdivision 1, of the Public Employment Labor Relations Act (PELRA) provides that a public employer is not required to meet and negotiate on matters of inherent managerial policy. Matters of inherent managerial policy include, but are not limited to, such areas of discretion or policy as the functions and programs of the employer, its overall budget, utilization of technology, the organizational structure, selection of personnel, and direction of personnel. MSBA's position is that this policy is not a mandatory subject of bargaining. School districts, therefore, are cautioned to not relinquish their inherent managerial right to determine workload limits for special education staff.]

I. PURPOSE

The purpose of this policy is to establish general parameters for determining the workload limits of special education staff who provide services to children with disabilities receiving direct special education services sixty (60) percent or less of the instructional day.

II. DEFINITIONS

[NOTE: MSBA arranged these paragraphs in alphabetical order in February 2026.]

A. Direct Services

"Direct services" means special education services provided by a teacher or a related service professional when the services are related to instruction, including cooperative teaching.

B. Indirect Services

"Indirect services" means special education services which include ongoing progress reviews; cooperative planning; consultation; demonstration teaching; modification and adaptation of the environment, curriculum, materials, or equipment; and direct contact with the pupil to monitor and observe. Indirect services may be provided by a teacher or related services professional to another regular education, special education teacher, related services professional, paraprofessional, support staff, parents, and public and nonpublic agencies to the extent that the services are written in the pupil's IEP and IFSP.

C. Special Education Staff; Special Education Teacher

"Special education staff" and "special education teacher" both mean a teacher employed by the school district who is licensed under the rules of the Minnesota Professional Educator Licensing and Standards Board to instruct children with specific disabling conditions.

D. Workload

"Workload" means a special education teacher's total number of minutes required for all due process responsibilities, including direct and indirect services, evaluation and reevaluation time, management of individualized education programs (IEPs), travel time, parental contact, and other services required in the IEPs.

III. GENERAL STATEMENT OF POLICY

A. Workload limits for special education teachers shall be determined by the appropriate special education administrator, in consultation with the building principal and the superintendent.

B. In determining workload limits for special education staff, the school district shall take into consideration the following factors: student contact minutes, evaluation and reevaluation time, indirect services, management of IEPs, travel time, and other services required in the IEPs of eligible students.

IV. COLLECTIVE BARGAINING AGREEMENT UNAFFECTED

This policy shall not be construed as a reopening of negotiations between the school district and the special education teachers' exclusive representative, nor shall it be construed to alter or limit in any way the managerial rights or other authority of the school district set forth in the Public Employment Labor Relations Act or in the collective bargaining agreement between the school district and the special education teachers' exclusive representative.

Legal References: Minn. Stat. § 179A.07, Subd. 1 (Inherent Managerial Policy)
Minn. Rule 3525.0210, Subps. 14, 27, 44, and 49 (Definitions)
Minn. Rule 3525.2340, Subp. 4.B. (Case Loads for School-Age Educational Service Alternatives)

Cross References: MSBA/MASA Model Policy 508 (Extended School Year for Certain Students with Individualized Education Programs)
MSBA/MASA Model Policy 608 (Instructional Services – Special Education)

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

Board of Education
Independent School District 280
Richfield, Minnesota

Regular Meeting, November 2, 2026

Subject: Donations

(Recommended by the superintendent)

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

The RHS Scholarship Fund received a donation of $20.00 from E.E. McGillivary of Bloomington, MN in memory of Duane Peterson.

Richfield Public Schools received a donation of $5,000.00 for the Annual Powwow from the Richfield Spartan Foundation.

The RHS Music Department received an anonymous donation of $1,250.00.

The RMS Music Department received an anonymous donation of $1,250.00.