

TO: School Board Members

FROM: Peter Olson-Skog, Superintendent

DATE: September 22, 2025

SUBJECT: Review of Policy 701, Establishment and Adoption of School District Budget
Review of Policy 701.1, Modification of School District Budget

BACKGROUND:

An administrative review of Policy 701, Establishment and Adoption of School District Budget and Policy 701.1, Modification of School District Budget has been performed. The current policies adhere to the district's processes and procedures currently in place. The district's current policies were reviewed against MSBA's model policies and continue to match that language with minor exceptions. This policy change was recommended by MSBA but it is already our current practice.

In Policy 701, there was a change to the title of "Minnesota Commissioner of Education" noted in two places. No changes were made to Policy 701.1.

School District 197 reviews its policies on a 3-year cycle unless otherwise required by law. Typically, recommended policy changes are brought to the school board for three readings, with approval at the third reading. However, when the administration is recommending minor or no changes to the policy, it is labeled as an "administrative review." Consistent changes the board has asked to be applied to policies are considered minor. One example is using more inclusive language such as using "parent/guardian" instead of just "parent."

When labeled an "administrative review" the policy is placed on the consent agenda for a single reading with a recommendation to approve the policy as presented. As a reminder, board members always have the opportunity to remove a policy from the consent agenda to discuss it as part of the main agenda.

The policies were also reviewed using the district's Four-Way Equity Test. These policies do not provide specific opportunities for the underserved, underrepresented or disadvantaged, but rather provide compliance procedures describing the process and requirements through which district budgets are established, adopted and modified in the district.

RESOLUTION:

BE IT RESOLVED by the School Board of School District 197 to approve Policy 701, Establishment and Adoption of School District Budget and Policy 701.1, Modification of School District Budget as presented.