



# Newsletter

## September 2019

### Model Policy Revisions

MSBA has completed its revisions of the Model Policies listed below to reflect statutory requirements that the Minnesota legislature enacted through the 2019 legislative session and other federal and state requirements.

**Yellow** highlighted Model Policies contain newly-updated revisions as of September 2019. Instructions are at the end of this newsletter.

**Green** highlighted Model Policies were revised and posted on the MSBA website in June 2019.

\*Note: Model Policies 506, 603, 616, and 624 were revised in June and in September.

Statutory and Recommended Changes		
Model Policy Number	Model Policy Title	Summary of Changes
414	Mandated Reporting	Statutory change adds two crimes under the definition of 'sexual abuse'
419	Tobacco-Free Environment	Policy title change; statutory change adding electronic devices and definition of 'smoking'
421	Gifts to Employees and School Board Members	Adds definition of "financial interest"
510	School Activities	Adds language reflecting 2019 legislative action regarding student activity accounts and deletes outdated reference

<b>Model Policy Number</b>	<b>Model Policy Title</b>	<b>Summary of Changes</b>
516	Student Medication	Statutory change adds student possession and use of sunscreen
524	Internet Acceptable Use and Safety Policy	Updates social media references and revises references
532	Use of Peace Officers	Statutory change to dates of seclusion reports to MDE
534	Unpaid Meal Charges	Adds 2019 Minnesota Attorney General Opinion language
601	Curriculum and Instruction	Statutory change adding dyslexia screening and additional reporting requirements
603	Curriculum Development	Adds language regarding dyslexia screening
611	Home Schooling	Statutory change to add teacher's materials to the definition of 'textbook'
613	Graduation Requirements	Statutory changes revise Graduation Assessment Requirements (Art. V) and Graduation Credit Requirements (Art. VI). Legal References updated
615	Testing Accommodations, Modifications, and Exemptions for IEPS, Section 504 Plans, LEP Students	Updated URL for the "Procedures Manual for the Minnesota Assessments"
616	School District Accountability	Updated advisory committee provisions
618	Assessment of Achievement	Statutory changes required MDE Commissioner to create form regarding state assessments; district must post form

<b>Model Policy Number</b>	<b>Model Policy Title</b>	<b>Summary of Changes</b>
620	Credit for Learning	Statutory change deletes North Central Assn. of Colleges and Schools from 'eligible institution' definition
623	Mandatory Summer School Instruction	Adds dyslexia screening language
703	Annual Audit	Updates Minnesota Legal Compliance Audit Guide title
713	Student Activity Accounting	Student activity accounts must be under board control
720	Vending Machines	Updates sealed bid statutory requirement
721	Uniform Grant Guidance	Federal change increases two threshold levels under "Procurement Methods"
802	Obsolete Equipment	Statutory change expands potential recipients of surplus school computers and adds option to sell/give surplus school computers to 'qualifying students'

## Non-substantive Changes

Model Policy Number	Model Policy Title	Summary of Changes
205	Open Meeting and Closed Meeting	<p>These changes reflect updates to the legal and cross references (including changes in statute numbers and/or names, new statutes, rules, or cases), changes to the notes within the policies, changes to accompanying forms, and minor corrections. The substance of the policy language is not affected.</p>
402	Disability Nondiscrimination	
404	Employment Background Checks	
423	Employee-Student Relationships	
424	License Status	
506	Student Discipline	
515	Protection and Privacy of Pupil Records	
523	Policies Incorporated	
530 FORM	Immunization Form and Instructions	
602	Organization of School Calendar and School Day	
624	Online Learning Options	
806 FORM	For Assistance in Drafting a Crisis Management Plan	
904	Distribution of Materials on School District Property by Nonschool Persons	

**Instructions to access the Policy Manual online:**

1. Please visit [www.mnmsba.org](http://www.mnmsba.org).
2. Go to the Resources tab and select Policies
3. Log into the Members area (access is limited to Policy Services subscribers)
4. Access the MSBA/MASA Policy Reference Manual

Within the Policy Reference Manual, you may access, download, and search all of the policies. To download the entire Policy Reference Manual at once, click on the link labeled "Download the Entire Manual" and follow the dialog boxes that appear. A separate link for "Revision History" is also available to review or download redlined versions of the revisions and access a list of revised policies.

If you would prefer to receive the revised policies on CD or paper, please contact the MSBA office. Additional charges apply. These items are available to Policy Services subscribers only.

If you have questions about Policy Services, how to navigate the online Policy Reference Manual, or the content of the model policies, please contact Terry Morrow at (507) 934-8126 or (800) 324-4459 or by email at [tmorrow@mnmsba.org](mailto:tmorrow@mnmsba.org)