

Agenda
Regular School Board Meeting
August 16, 2022
6:30 PM

1. Call to Order, Roll Call

2. Agenda Adjustments

3. Announcements, Comments
 - a. Land Acknowledgment

 - b. Special Education Advisory Council 3

4. Community Input

5. Consent Agenda
 - a. Minutes - Board Meeting of June 28, 2022 12

 - b. Payment of Bills 14

 - c. Personnel - Resignations, Appointments, Reductions 16

 - d. Gifts 29

e.	Substitute Pay Rates for 2022-2023	31
f.	Adult Meal Price Increase for 2022-23	32
g.	Minnesota State High School League Membership Resolution 2022-2023	33
h.	MDE Non-Exclusionary Discipline Training and Support Grant FY22	36
6.	Reports and Non-Action Items	
a.	Operations Update	62
7.	Action Items	
a.	Northeast Metro 916 Long Term Facilities Maintenance	63
b.	Relocation of Future School Board Meetings in 2023	68
c.	Recommendations for Community Input	69
8.	Board Reports	
9.	Superintendent's Report	
10.	Adjournment	

SEAC

(Special Education Advisory Committee)

August 16th, 2022
School Board Presentation



Roseville Area Schools

Quality Teaching & Learning for All...Equity in All We Do

Agenda

- ❑ SEAC Mission & Yearly Focus
- ❑ District Special Education Demographics & Data
- ❑ SEAC Requests



SEAC's Mission Statement

“The purpose of Roseville Area Schools SEAC is to advocate for justice and work collaboratively to provide input to the district regarding special education policies, practices, and issues related to the education of each child.”

SEAC's Yearly Focus

- Inclusivity
- Supporting Special Education
- Increase SEAC Attendance and Participation



Demographics

- 7,459 students attend Roseville Area Schools
 - 17% of students receive special education services
 - 15 students receive homebound instruction
 - 173 initial referrals for special education for 21/22 school year
 - 71 students attending 916 or CLT

Primary Disability Areas

Disability Area	Number of Students
Speech/Language Impaired (SLI)	232
Dev. Cog Dis: Mild-Moderate (DCD-M)	29
Dev. Cog Dis: Severe-Profound (DCD-S)	12
Physically Impaired (PI)	9
Deaf - Hard of Hearing (DHH)	26
Visually Impaired (VI)	3

Primary Disability Areas

Disability Area	Number of Students
Specific Learning Disability (SLD)	278
Emotional/Behavioral Disorders (EBD)	83
Other Health Disabilities (OHD)	195
Autism Spectrum Disorder (ASD)	248
Developmental Delay (DD)	78 (Part B) 43 (Part C)
Traumatic Brain Injury Disabled (TBI)	2
Severely Multiply Impaired (SMI)	12

SEAC Requests

- **INCLUSIVITY**
 - Uniformed Professional Development
 - Personal Story from ESY
 - Request that all staff are trained
 - Common Curriculum
 - SEAC members have asked for this - district is implementing LETRS and Sunday

SEAC Requests

- Communication
 - Needs to be inclusive for all families/students
 - There should not be a need for a 2nd communication to the parents/students receiving special education services
- Annual School Board Meeting presentation to Review progress on Requests

MINUTES OF THE REGULAR MEETING, SCHOOL BOARD, INDEPENDENT
SCHOOL DISTRICT NO. 623, 1251 West County Road B2, Roseville, MN 55113

June 28, 2022

Chair Curtis Johnson called the school board meeting to order at 6:30 p.m. Board members present: Todd Anderson, Mike Boguszewski, Kitty Gogins, Curtis Johnson. Board members absent: Rose Chu, Mannix Clark. Also present: Jenny Loeck, superintendent of schools, and approximately twelve other visitors or staff who attended all or part of the meeting.

Announcements. Lourdes Flores-Hanson, the district's new multilingual program administrator, and Kenyatta McCarty, the district's new director of human resources, were introduced.

- (90) Consent Agenda. Boguszewski moved, Anderson seconded acceptance of the consent agenda including the minutes of the school board meetings on May 10 and June 14, 2022; payment of bills; resignations, appointments, reductions, adjustments; gifts; a construction fund disbursement request; appointments of the local education authority, responsible authority, and Minnesota Department of Education Identified Official with Authority; and approval of organizational membership dues for the 2022-2023 school year. Ayes: Anderson, Boguszewski, Gogins, Johnson. Nays: none. Absent: Chu, Clark. Motion carried unanimously.

Summary of Superintendent's Evaluation. Chair Johnson shared a summary of Superintendent Loeck's performance evaluation. Overall, Dr. Loeck's performance has exceeded the board's expectations. Dr. Loeck was praised for high quality, student-focused leadership in alignment with the district's vision, mission, and values, her strong communication, and partnership with the board and the larger Roseville Area Schools community.

- (91) Long-Term Facilities Maintenance Plan Approval. Gogins moved, Anderson seconded approval of the district's Long-Term Facilities Maintenance Capital Expenditure Plan for fiscal years 2024-2032. The district plans to invest \$10 million per year to address its greatest deferred maintenance needs. Ayes: Anderson, Boguszewski, Gogins, Johnson. Nays: none. Absent: Chu, Clark. Motion carried unanimously.
- (92) Preliminary 2022-2023 Budget. Anderson moved, Gogins seconded approval of the preliminary budget for the 2022-2023 school year. Ayes: Anderson, Boguszewski, Gogins, Johnson. Nays: none. Absent: Chu, Clark. Motion carried unanimously.
- (93) Non-Renewal of Licensed Probationary Employees. Anderson moved, Gogins seconded the non-renewal of the contract of the following probationary teacher at the close of the 2021-22 school year: Ellen McCarty. Ayes: Anderson, Boguszewski, Gogins, Johnson. Nays: none. Absent: Chu, Clark. Motion carried unanimously.

Board Reports. Kitty Gogins provided an update on the strategic planning process and shared information about upcoming community input opportunities. She and Chair Johnson also participated in the Juneteenth event hosted by Do Good Roseville and

walked in the Roseville Rose Parade with members of the district's American Indian Parent Advisory Committee.

Superintendent's Report. Superintendent Loeck thanked the Roseville Area Schools community for their support of the district's work and her leadership.

The Chair declared the meeting adjourned at 7:33 p.m.

Signed _____
Clerk

Approved _____
Chair

June 28, 2022

Meeting Date: August 16, 2022

PAYMENT OF BILLS:
-June 1 - June 30, 2022

That bills in the amount of: **\$19,510,383.23** by the following funds be approved:

GENERAL	\$17,942,638.99
FOOD SERVICE	\$180,644.74
COMMUNITY SERVICE	\$644,033.98
BUILDING FUND	\$528,644.27
DEBT FUND	\$0.00
READING RECOVERY	\$0.00
AMSD	\$34,049.95
OPEB DEBT	\$0.00
DENTAL INS FUND	\$68,771.60
NO SUBURBAN COLLABORATIVE	\$111,599.70
EXTRA CURRICULAR-STU ACTIVITY	\$14,815.77

RECOMMENDATION:

That above payments are included in check numbers:

WIRE TRANSFERS	202100535	through	202100580
CHECKS	341430	through	342032
COMMERCE AP CHECKS	6963	through	7012
ACH A/P	212211424	through	212211677

PAYMENT DISTRIBUTION BY FUND:

	GENERAL	FOOD SERVICE	COMMUNITY SERVICE	BUILDING CONSTRUCT	DEBT FUND	Delta Dental Self Insured	28-RR Fiscal Agent	29-AMSD Fiscal Agent	OPEB	N SUB COLL/ SCHLSHP	EXTRA CURR-STU ACTIVITY	TOTAL DISBURSEMENTS
WIRE TRANSFERS	\$7,353,509.44	\$49,747.64	\$223,755.11			\$68,771.60		\$9,816.78		\$0.00	\$3,581.37	\$7,709,181.94
CHECKS	\$2,266,148.73	\$11,707.78	\$74,045.83	\$528,644.27				\$1,312.88		\$111,599.70	\$9,341.55	\$3,002,800.74
COMMERCE A/P	\$234,950.44	\$28,615.58	\$3,573.61								\$4.25	\$267,143.88
ACH A/P	\$121,331.88	\$600.41	\$6,046.97								\$1,888.60	\$129,867.86
TRANSFER TO P/R	\$7,971,587.90	\$90,708.15	\$339,390.81					\$22,920.29				\$8,424,607.15
VOID CHECKS	(\$4,889.40)	(\$734.82)	(\$2,778.35)									(\$8,402.57)
TOTAL	\$17,942,638.99	\$180,644.74	\$644,033.98	\$528,644.27	\$0.00	\$68,771.60	\$0.00	\$34,049.95	\$0.00	\$111,599.70	\$14,815.77	\$19,525,199.00

BOND CONSTRUCTION FUNDS	June 1, 2022		Balance	
	Cash & Investments	Revenue	Disbursements	Remaining as of
	Balance	6/1 to 6/30	6/1 to 6/30	6/30/22
	\$14,665,275.89	\$77,182.69	\$649,796.84	\$14,092,661.74

RECOMMENDATION:

The above disbursements include check numbers:

CHECKS June 1 - June 30, 2022	102468	through	102497	\$649,271.84	
WIRES		through		\$0.00	*start with 202100164
VOID CHECKS				(\$956.87)	

RECOMMENDATION: That investments in the amount of: **\$0.00** be approved

INVESTMENT DETAIL:

Bank	Purchase Date	Type of Purchase	Interest Rate	Date of Maturity	Amount of Purchase	Record Number	Interest Earnings	Value at Maturity
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CP/CD: COMMERCIAL PAPER/CERTIFICATE OF DEPOSIT
CD: CERTIFICATE OF DEPOSIT
RP: REPURCHASE AGREEMENT

Total: **\$0.00** \$ - \$ -

Human Resources Information

5-C

Meeting Date

8/16/2022

Change in Continuing Contract

Blaseck, Kirsten

Effective Date 08/29/2022

Emmet D Williams Elementary

Elementary Teacher

Was working a .5 FTE and will be working a 1.0 FTE for the 2022-2023 school year.

Dzik, Denise

Effective Date 08/29/2022

Harambee Elementary

Elementary Teacher

Was working a .9 FTE and will be working a 1.0 FTE for the 2022-2023 school year.

Gamble, Kerry

Effective Date 08/29/2022

Little Canada Elementary

EL Teacher

Was working a 1.0 FTE and will be working a .75 FTE for the 2022-2023 school year.

Hogberg, Kristina

Effective Date 08/29/2022

Little Canada Elementary

Social Worker

Was working a .8 FTE and will be working a .9 FTE for the 2022-2023 school year.

Jacobson, Rebecca

Effective Date 08/29/2022

Emmet D Williams Elementary

Music Teacher

Was working a .7 FTE and will be working a .88 FTE for the 2022-2023 school year.

Kelly, Norah

Effective Date 08/29/2022

Roseville Area Middle School

EL Teacher

Was working a .6 FTE and will be working a .8 FTE for the 2022-2023 school year.

Human Resources Information

5-C

Meeting Date

8/16/2022

Kendall, Mikayla

Effective Date 08/29/2022

Roseville Area High School

Art/Industrial Tech Teacher

Was working a .5 FTE and will be working a 1.0 FTE for the 2022-2023 school year.

Mclafferty-yares, Margaret

Effective Date 08/29/2022

Districtwide

School Social Worker

Rescinded her .1 FTE leave and will be working a 1.0 FTE for the 2022-2023 school year.

Mehlan, Lucy

Effective Date 08/29/2022

Roseville Area Middle School

Science/Industrial Technology Teacher

Was working a .87 FTE and will be working a .67 FTE for the 2022-2023 school year.

Odegard, Florence

Effective Date 07/01/2022

District Center

Principal on Special Assignment

Requesting a change from a 1.0 FTE to a .75 FTE for the 2022-2023 school year.

Onstad, Nenetie

Effective Date 08/29/2022

Central Park Elementary

EL Teacher

Was working a .8 FTE and will be working a .6 FTE for the 2022-2023 school year.

Richey, Angela

Effective Date 07/01/2022

District Center

Nutrition Services Supervisor

Was working a 1.0 FTE and will be working a .75 FTE for the 2022-2023 school year.

Rood, Brooke

Effective Date 08/29/2022

Anpetu Teca

Speech Language Pathologist

Was working a 1.0 FTE and will be working a .8 FTE for the 2022-2023 school year.

Human Resources Information

5-C

Meeting Date

8/16/2022

Hired-New Licensed

Caudle, Amanda

Effective Date 08/29/2022

Roseville Area Middle School

Music Teacher

Hired working a .55 FTE for the 2022-2023 school year.

Chavez Garcia, Vivianna

Effective Date 08/29/2022

Harambee Elementary School

EL Teacher

Hired working a 1.0 FTE for the 2022-2023 school year.

Delmont, Hannah

Effective Date 08/29/2022

Edgerton Elementary

EL Teacher

Hired working a 1.0 FTE for the 2022-2023 school year.

Johnson, Kaitlyn

Effective Date 08/29/2022

Roseville Area Middle School

Physical Education Teacher

Hired working a .75 FTE for the 2022-2023 school year.

Keefer, Benjamin

Effective Date 08/29/2022

Fairview Alternative High School

Math Teacher

Hired working a .9 FTE for the 2022-2023 school year.

Martin, Megan

Effective Date 08/29/2022

Fairview Alternative High School

Special Education Teacher

Hired working 1.0 FTE for the 2022-2023 school year.

Human Resources Information

5-C

Meeting Date

8/16/2022

Milone, Stephen

Effective Date 08/29/2022

Roseville Area Middle School

Art Teacher

Hired working a .75 FTE for the 2022-2023 school year.

Moriarty, Elisabeth

Effective Date 08/29/2022

Anpetu Teca

Special Education Teacher

Hired working a 1.0 FTE for the 2022-2023 school year.

Novotny, Katherine

Effective Date 08/29/2022

Little Canada Elementary

Intervention and Health Specialist

Hired working a .36 FTE for the 2022-2023 school year.

Petkovich, Natalia

Effective Date 08/29/2022

Fairview Alternative High School

EL Teacher

Hired working a .2 FTE for the 2022-2023 school year.

Picard, Montana

Effective Date 08/29/2022

Roseville Area High School

Special Education Teacher

Hired working a 1.0 FTE for the 2022-2023 school year.

Powers, Steven

Effective Date 08/29/2022

Fairview Alternative High School

Social Studies Teacher

Hired working a .6 FTE for the 2022-2023 school year.

Sturgis, Katerina

Effective Date 08/29/2022

Roseville Area Middle School

Special Education Teacher

Hired working a 1.0 FTE for the 2022-2023 school year.

Human Resources Information

5-C

Meeting Date

8/16/2022

Taylor, David

Effective Date 08/29/2022

Harambee Elementary

Elementary Teacher

Hired working a 1.0 FTE for the 2022-2023 school year.

Zomermaand, Blake

Effective Date 08/29/2022

Roseville Area High School

School Counselor

Hired working a 1.0 FTE for the 2022-2023 school year.

Zumwalt, Eve

Effective Date 08/29/2022

Districtwide

Speech Language Pathologist

Hired working a 1.0 FTE for the 2022-2023 school year.

Hired-New Licensed Long Term Substitute

Caudle, Amanda

Effective Date 08/29/2022

Roseville Area Middle School

Music Teacher

Hired as a .45 FTE LTS for the 2022-2023 school year.

Krueger, Sarah

Effective Date 08/29/2022

Central Park Elementary

Elementary Teacher

Hired as a 1.0 FTE LTS through 11/18/2022.

Nowicki, Jerod

Effective Date 08/29/2022

Parkview Center School

Social Studies Teacher

Hired working a .59 FTE LTS for the 2022-2023 school year.

Human Resources Information

5-C

Meeting Date

8/16/2022

Penrod, Elizabeth

Effective Date 09/30/2022

Falcon Heights Elementary Elementary Teacher

Hired as a 1.0 FTE LTS through 12/21/2022.

Vo, Nancy

Effective Date 08/29/2022

Parkview Center School Elementary Teacher

Hired working a 1.0 FTE LTS for the 2022-2023 school year.

Wuerffel, Deborah

Effective Date 08/29/2022

Roseville Area Middle School EL Teacher

Hired working as a .6 FTE LTS for the 2022-2023 school year.

Hired-Non-Licensed

Ajavon, Abana

Effective Date 08/30/2022

Roseville Area High School Paraprofessional

Hired working 7 hours per day.

Borchardt, Lasheena

Effective Date 08/15/2022

District Center Human Resources Generalist

Hired working 8 hours per day.

Burns, Jeremy

Effective Date 09/06/2022

Emmet D Williams Elementary Nutrition Manager

Hired working 6.5 hours per day.

Human Resources Information

5-C

Meeting Date

8/16/2022

Calles, Delmy

Effective Date 08/30/2022

Little Canada Elementary

Paraprofessional

Hired working 4 hours per day.

Donohue, Kevan

Effective Date 08/30/2022

Little Canada Elementary

Paraprofessional

Hired working 6.5 hours per day for the 2022-2023 school year.

Edwards, Tyler

Effective Date 08/30/2022

Parkview Center School

Program Assistant

Hired working 6 hours a day for the 2022-2023 school year.

Friend, Julie

Effective Date 08/01/2022

Roseville Area High School

Activities Coordinator

Hired working 8 hours a day for the 2022-2023 school year.

Hatch, Nicole

Effective Date 08/30/2022

Emmet D Williams Elementary

Paraprofessional

Hired working 7 hours a day for the 2022-2023 school year.

Horrigan, Madeline

Effective Date 08/30/2022

Anpetu Teca

Paraprofessional

Hired working 4.2 hours per day for the 2022-2023 school year

Jackson, Justice

Effective Date 08/30/2022

Roseville Area Middle School

Paraprofessional

Hired working 7 hours per day for the 2022-2023 school year.

Human Resources Information

5-C

Meeting Date

8/16/2022

Macias, Yekatherinee

Effective Date 09/06/2022

Roseville Area Middle School

Nutrition Services

Hired working 4 hours per day for the 2022-2023 school year.

Mockovak, Eric

Effective Date 08/30/2022

Falcon Heights Elementary

Paraprofessional

Hired working 6 hours per day for the 2022-2023 school year.

Rawls, Marie

Effective Date 08/30/2022

Parkview Center School

Paraprofessional

Hired working 7 hours a day for the 2022-2023 school year.

Sammons, Kayla

Effective Date 08/30/2022

Parkview Center School

Office Support Staff

Hired working 1.5 hours per day for the 2022-2023 school year.

Skarda, Catherine

Effective Date 08/29/2022

Parkview Center School

Health Office Assistant

Hired working 6.25 hours per day for the 2022-2023 school year.

Spriggs, Tajniera

Effective Date 08/30/2022

Parkview Center School

Paraprofessional

Hired working 7.0 hours per day for the 2022-2023 school year.

Thompson, Kyle

Effective Date 08/15/2022

Anpetu Teca

Out of School Time Social Worker

Hired working a 1.0 FTE for the 2022-2023 school year.

Human Resources Information

5-C

Meeting Date

8/16/2022

Young, Ian

Effective Date 08/30/2022

Parkview Center School

Paraprofessional

Hired working 7.0 hours per day for the 2022-2023 school year.

Leave - Licensed

Goodrich, Kelly

Effective Date 08/29/2022

Parkview Center School

Elementary Teacher

Requesting a 1.0 FTE leave for the 2022-2023 school year.

Graham, Hannah

Effective Date 09/06/2022

Roseville Area High School

School Counselor

Requesting a 1.0 leave for the 2022-2023 school year.

Sieleni, Carmen

Effective Date 08/29/2022

Central Park Elementary

EL Teacher

Requesting a .6 FTE leave for the 2022-2023 school year.

Waller, Nathan

Effective Date 08/29/2022

Roseville Area Middle School

Music Teacher

Requesting a .2 FTE leave for the 2022-2023 school year.

Resignation-Licensed

Friedman, Jonathan

Effective Date 06/10/2022

Roseville Area High School

Math Teacher

Resigned effective 6/10/2022.

Human Resources Information

5-C

Meeting Date

8/16/2022

Newburg, Jennifer

Effective Date 08/03/2022

Emmet D Williams Elementary Elementary Teacher

Resigned from leave effective 8/3/2022.

Sebold, Rachael

Effective Date 08/10/2022

Districtwide Title I Teacher

Resigned effective 8/10/2022.

Resignation-Non-Licensed

Anderson, Sammantha

Effective Date 06/09/2022

Parkview Center School Paraprofessional

Resigned effective 6/9/2022.

Garcia Medel, Armando

Effective Date 07/05/2022

Emmet D Williams Elementary Custodial Services

Resigned effective 07/05/2022.

Hanes O'keefe, Katelyn

Effective Date 08/12/2022

Harambee Elementary Pre-K Teacher

Resigned effective 08/12/2022.

Johnson, Shvonne

Effective Date 07/15/2022

Roseville Area Middle School Cultural Liaison

Resigned effective 07/15/2022.

Human Resources Information

5-C

Meeting Date

8/16/2022

Jones, Jeff

Effective Date 08/15/2022

Emmet D Williams Elementary

Paraprofessional

Resigned effective 8/15/2022.

Maki, Stephanie

Effective Date 06/10/2022

Harambee Elementary

Pre-K Teacher

Resigned effective 06/10/2022.

Mccray, Zada

Effective Date 02/10/2022

Harambee Elementary

Paraprofessional

Resigned effective 02/10/2022.

Monterroso Barco, Elizabeth

Effective Date 06/10/2022

Parkview Center School

Pre-K Teacher

Resigning from leave effective 06/10/2022.

Roycraft, Jason

Effective Date 08/19/2022

Central Park Elementary

Out of School Time Coordinator

Resigned effective 8/19/2022

Schmidt, Cynthia

Effective Date 08/09/2022

Harambee Elementary

Paraprofessional

Resigned effective 8/9/2022.

Scott, Martez

Effective Date 02/23/2022

District Center

Custodial Services

Resigned effective 02/23/2022.

Human Resources Information

5-C

Meeting Date

8/16/2022

Stave, Rhianna

Effective Date 06/09/2022

Parkview Center School

Office Support Staff

Resigned effective 6/9/2022.

Thao, Ethan

Effective Date 08/16/2022

Edgerton Elementary

Out of School Time Specialist

Resigned effective 8/16/2022.

Vang, Nicholas

Effective Date 06/09/2022

Parkview Center School

Paraprofessional

Resigned effective 6/9/2022.

Retirement

Elfstrom, Kristin

Effective Date 06/21/2022

Roseville Area High School

Paraprofessional

Ms. Elfstrom worked for the district for 15 years.

Hennen, Laurie

Effective Date 06/30/2022

Emmet D Williams Elementary

Elementary Teacher

Ms. Hennen retired from leave and worked for the district for 30 years.

Holmgren, Debbie

Effective Date 06/09/2022

Emmet D Williams Elementary

Nutrition Services

Ms. Holmgren worked for the district for 27 years.

Human Resources Information

5-C

Meeting Date

8/16/2022

Rutt, Lora

Effective Date 08/31/2022

District Center

Census Coordinator

Ms. Rutt worked for the district for 19 years.

Returning from Leave

Kresien, Stephanie

Effective Date 08/29/2022

Harambee Elementary

Elementary Teacher

Returning from leave and will be working a 1.0 FTE for the 2022-2023 school year.

GIFTS TO SCHOOLS 2022-23

SCHOOL BUILDING	NAME/ADDRESS OF DONOR	GIFT	USE
Anpétu Téča Education Center	Como Park Lutheran Church 1376 Hoyt Avenue W. St. Paul, MN 55108	\$1,000.00	Meals on Wheels
Anpétu Téča Education Center	Premier Bank - Maplewood 2866 White Bear Avenue Maplewood, MN 55109	\$500.00	Meals on Wheels
Anpétu Téča Education Center	Premier Bank - Roseville 1875 W Hwy 36 Roseville, MN 55113	\$500.00	Meals on Wheels
Anpétu Téča Education Center	Jon Roadfeldt TD Ameritrade Clearing PO Box 2226 Omaha, NE 68103	\$1,000.00	Meals on Wheels
Anpétu Téča Education Center	Church of St. John the Evangelist 380 Little Canada Road Little Canada, MN 55117	\$2,000.00	Meals on Wheels
Anpétu Téča Education Center	St. Christopher's Episcopal Church 2300 Hamline Avenue N. Roseville, MN 55113	\$500.00	Meals on Wheels
Anpétu Téča Education Center	Dr. Burle & Louetta Gengenbach 1994 Beacon Street Roseville, MN 55113	\$500.00	Meals on Wheels
Anpétu Téča Education Center	Roseville Lions Club - Beth Salzl 2750 Dale Street N. #50 Roseville, MN 55113	\$250.00	Supplies for Senior Program lounge
Anpétu Téča Education Center	Falcon Heights/Lauderdale Lions Club 1753 Albert St. N. Falcon Heights, MN 55113	\$500.00	Supplies for Senior Program lounge

Anpétu Téča Education Center	B-Dale Club, Inc. 2100 Dale Street N. Roseville, MN 55113	\$1,100.00	Supplies for Senior Program lounge
Roseville Area High School	YourCause/Blackbaud - on behalf of Karen Doherty 65 Fairchild Street Charleston, SC 29492	\$12.00	Principal's discretion
Roseville Area Schools	YourCause/Blackbaud - on behalf of Jeffery Lande 65 Fairchild St Charleston, SC 29492	\$50.00	Principal's discretion



Roseville Area Schools

Quality Teaching & Learning for All...Equity in All We Do

Agenda Item: 5e

Agenda Topic: Casual Substitute Pay Rates
Meeting Date: August 16, 2022
Contact Person: Kenyatta McCarty

Background:

Human Resources is recommending the following substitute rates of pay for the support areas listed below for the 2022-2023 year:

	<u>Rates/Hour</u>
Clerical Support Staff	\$15.00
Custodial Staff	\$15.00
Nutrition Assistant Staff	\$15.00
Paraprofessional Staff	\$15.00
Sped Paraprofessional w/Para-pro	\$17.00
Health Assistant Staff	\$15.00
Technology Assistant	\$12.00
Teachers – Homebound Staff	\$27.00
Teachers – Substitute Staff (Teachers on Call)	\$185.00/day
	\$95.00/half day
<i>Building Sub* (Teachers on Call)</i>	\$190/day

Recommendation:

It is recommended that the board approve the substitute rates of pay for the 2022-2023 school year as presented.

XX Action Required

_____ Informational – No Board Action Requested



Roseville Area Schools

Quality Teaching & Learning for All...Equity in All We Do

Agenda Item: 5f

Agenda Topic: Recommended Increase in Adult Meal Prices 2022-2023
Meeting Date: August 16, 2022
Contact Person: Shari Thompson

Background:

We have been notified by the MN Department of Education that we are required to increase the prices of adult lunches and any second meals purchased by students, effective with the new school year. School nutrition programs funds may not subsidize meals served to adults or other non-program meals, such as second meals. The meal price must cover the full cost of the meal. The required minimum lunch prices for adults for SY 2022-23 is \$4.95. This increases our adult meals by \$0.85 from the current rate of \$4.10. Standard student meal prices will not be impacted.

Recommendation:

It is recommended that the school board approve a \$0.85 increase to the price of adult meals effective September 1, 2022.

XX Action Required _____ Informational – No Board Action Requested



Roseville Area Schools

Quality Teaching & Learning for All...Equity in All We Do

Agenda Item: 5g

Agenda Topic: Minnesota State High School League Membership Resolution 2022-2023
Meeting Date: August 16, 2022
Contact Person: Andrea Schmidt

Background:

Minnesota Statutes, Section 128C.01, requires individual school boards to annually authorize membership in the Minnesota State High School League. The attached resolution affirms that the school board delegates the control, supervision and regulation of League-sponsored athletic and fine arts activities to the MSHSL; adopts the MSHSL Constitution, Bylaws and Rules and Regulations; and that the administration and responsibility for supervising registered activities is assigned to the local school representative(s).

The resolution also affirms that the school board has reviewed the Why We Play training video which defines the purpose of education-based athletic and activity programs and will assist school communities in communicating a shared common language as it relates to the value of these programs.

Recommendation:

It is recommended that the board approve the resolution for membership in the MSHSL for the 2022-2023 school year.

XX Action Required ___ Informational – No Board Action Requested



**2022-2023 RESOLUTION FOR MEMBERSHIP
IN THE MINNESOTA STATE HIGH SCHOOL LEAGUE**

RESOLVED, that the Governing Board of Roseville Area Schools School, County of Ramsey, State of Minnesota delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League, and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.

FURTHER RESOLVED, that the high schools listed below (name all high schools under your governing board):

Roseville Area High School

(If more than four high schools, attach an additional list)

is/are authorized by this, the Governing Board of said school district or school to:

1. Make new application for membership in the Minnesota State High School League; School Enrollment (grades 9-12):
OR;
 X Renew its membership in the Minnesota State High School League; and,
2. Participate in the approved interschool activities sponsored by said League and its various subdivisions.

FURTHER RESOLVED, that this Governing Board hereby adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the school district or school, or as appears on the League's website, as the minimum standards governing participation in said League-sponsored activities, and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representatives identified by this Governing Board.

Signing the Resolution for Membership affirms that this Governing Board has viewed the WHY WE PLAY training video which defines the purpose and value of education-based athletic and activity programs and assists school communities in communicating a shared common language.

Member schools must develop and publicize administrative procedures to address eligibility suspensions related to Code of Student Conduct violations for students participating in activity programs by member schools.

The above Resolution was adopted by the Governing Board of this school district and is recorded in the official minutes of said Board and hereby is certified to the State Commissioner of Education as provided for by law.

Signed: _____
(Clerk/Secretary - Local Governing Board)

Signed: _____
(Superintendent or Head of School)

Date: _____

Date: _____

District/School Office Address: 1251 County Rd B2 W, Roseville, MN 55113

Head of School/Superintendent's Phone: 651-628-6452

Head of School/Superintendent's Email: jenny.loeck@isd623.org

This form must be completed and submitted to MSHSL NOT LATER THAN JULY 31, 2022. Retain one copy for the school files.

2022-2023 RESOLUTION FOR MEMBERSHIP

This information on page must be entered electronically on the MSHSL Resolution for Membership 2022-2023 Form on the League website once for each high school under your governing board.

The following is taken from the MSHSL Constitution:

208.00 LOCAL CONTROL

208.01 Designated School Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall designate two (2) representatives who are authorized to vote for the member school at all district, region and section meetings and on mail ballots where member schools are called upon to vote, such as district meetings, region meetings, and mail ballots.

One of the designated representatives shall be a member of the school's governing board and the other shall be an administrator or full-time faculty member of the member school.

In school districts with multiple schools, the designated representative from the school district's governing body may represent more than one school and is entitled to one vote for each school they represent.

208.02 Designated Activity Representatives

At the beginning of the League's fiscal year, the governing board of each member school shall select individuals to represent its school in the following areas: (a) boys sports; (b) girls sports; (c) speech; and (d) music.

208.03 Local Advisory Committee

Each school is urged to form an advisory committee for League activities. Committee membership is not limited to but shall include a school board member, a student, a parent, and a faculty member, to advise the designated school representatives on all matters relating to the school's membership in the MSHSL.

208.01 VOTE ON BEHALF OF THE HIGH SCHOOL

- Designated School Board Member
- Designated School Representative

208.02 ACTIVITY REPRESENTATIVES

- Boys Sports
- Girls Sports
- Speech
- Music

208.03 LOCAL ADVISORY COMMITTEE MEMBERS

- Board Member
- Student
- Parent
- Faculty Member

MAILING REPRESENTATIVE

By signature on the first page, I have verified that all required representatives above have been entered electronically on the MSHSL Resolution for Membership 2022-2023 Form.



Roseville Area Schools

Quality Teaching & Learning for All...Equity in All We Do

Agenda Item: 5h

Agenda Topic: Approval of the Non-Exclusionary Discipline Support and Training Grant
Meeting Date: August 16, 2022
Contact Person: Shari Thompson

Background:

Roseville Area Schools has been awarded a Non-Exclusionary Discipline Support and Training Grant through the Minnesota Department of Education. This funding was awarded through a competitive grant process. The district will receive a total of \$149,791 over a two-year period. Details are included on the attached application.

Recommendation:

It is recommended that the board approve the Non-Exclusionary Discipline Support and Training grant award from the Minnesota Department of Education.

XX Action Required

_____ Informational – No Board Action Requested



Non-Exclusionary Discipline Training and Support Grant FY22

Application Coversheet

Applicant Information

Legal name of applicant organization:

If district or charter school applicant, enter organization number:

Total grant request: \$150,000

Required Identification Numbers

Minnesota SWIFT vendor ID number (Tax ID): 0000193983

Unique Entity Identifier (UEI): D4A4JMM918K1

Contact Information

Identified Official with Authority (IOwA) to Sign

Instructions: Enter the contact information of the person who will sign the application in the signature section.

Name of official with authority to sign: Shari Thompson

Title: Director of Business Services

Address: 1251 County Rd B2 West

City, state and ZIP code + 4: Roseville, MN 55113-3205

Phone number: 651-635-1615

Email: shari.thompson@isd623.org

Primary Program (PM) Contact Information

Name of Program Contact: Rebecca Wade

Title: Student Services TOSA

Address: 1251 County Road B2 West
City, state and ZIP code: Roseville, MN 55113-3205
Phone number: 651 635-1642
Email: rebecca.wade@isd623.org

Business Manager (BM) Contact Information

Name of business manager: Shari Thompsen
Title: Director of Business Services
Address: 1251 County Road B2 West
City, state and ZIP code: Roseville, MN 55113-3205
Phone number: 651 635-1615
Email: shari.thompsen@isd623.org

Signature Section

Submit the completed and signed application coversheet, along with the application narrative, to mde.compgrants@state.mn.us by April 15, 2022, no later than 3:30 p.m. Central Time.

Signature and Date of the Official with Authority to sign

By signing below, I certify I have read the application (narrative, assurances, budget and supplemental documents, if applicable) and will comply with the approved application and assurances herein and additional state, local, federal regulations and policies that apply to my organization.

Name: Shari Thompson

Date: 4/15/2022

Signature:  _____

Federal Funding Accountability and Transparency Act

Respond to the following two questions if your potential federal grant award will come from **federal funding** and be \$25,000 and over **and**, if your gross income is \$300,000 or more from all sources for the previous tax year. This information is required in order for us to meet our reporting requirements under the Federal Funding Accountability and Transparency Act (FFATA).

1. In your organization's preceding fiscal year, did the organization receive 80 percent or more of its annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, sub-grants, and/or cooperative agreements; and \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, sub-grants, and/or cooperative agreements?

No

2. If you answered **yes** to the question above, does the public have access to information about the compensation of the executives in your organization through periodic reports filed under section 13(a) or 15(d)
N/A

If you responded **no** to question 2, we may need additional information from you for reporting.

Assurances

The applicant, by signing the coversheet to the application submitted to the state, certifies they have read all application documents, including any revised documents. The applicant agrees to comply with the approved application and all federal, state and local laws, ordinances, rules and regulations, public policies herein and all others as applicable.

1. Survival of Terms

The following clauses below survive the expiration or cancellation of this award: 4D) State and federal Audits; 5) Liability; 6) Ownership of Materials and Intellectual Property Rights; 7) Publicity; 8) Government Data Practices and Disclosure of Breach in Security; 9) Data Disclosure; and 12) Governing Law, Jurisdiction and Venue.

2. Use of Funds

The use of funds shall be limited to that portion identified in the application materials and the attached application and by any applicable state or federal laws. Funds may not be used for gifts or novelty items (unless individually and specifically approved by the state) or for payments to vendors displaying exhibits for their profit. Funds should support the purpose and activities approved in the application. Funds must not be used to benefit state employees, or to reimburse them for any of their expenditures, including travel expenses, alcohol purchases, costs of registration fees for training sessions or educational courses presented or arranged, payments to state employees for presentations at workshops, seminars, etc., whether on state time, vacation time, leave of absence or any other non-work time.

- A. The grantee, in the conduct of activities under this award, shall submit such reports as may be required by written instructions of the state within the times required by it. The state reserves the right to withhold funding if reporting requirements are not met. The grantee must promptly return to the state any unexpended funds not accounted for in the financial report due to the state at grant closeout.
- B. The grantee shall present reports to the Commissioner of the Department of Education or the state's Authorized Representative. At the Commissioner's discretion, these reports may be presented at departmental, legislative, other state agency or public meetings where the grantee shall be available to explain the project and respond to questions.
- C. Reimbursement for travel and subsistence expenses actually and necessarily incurred by grantee in performance of this project will be paid if state is allowed in the approved budget, provided that the grantee shall be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than in the current "Commissioner's Plan," promulgated by the Commissioner of Minnesota Management and Budget (MMB). The grantee will only be reimbursed for travel and subsistence outside Minnesota if it has received prior written approval for such out-of-state travel from the state. The current [Commissioner's Plan](#) can be viewed to obtain current maximum expense reimbursement rates (<http://www.mmd.admin.state.mn.us/commissionersplan.htm>). Exceptions to these travel rates are those that may be negotiated with the University of Minnesota.

3. Equipment

Upon termination of the award, the state shall have the right to require transfer or return of any equipment purchased during the award grant period using these grant funds.

4. Financial and Administrative Provisions

A. Allowability of Costs

The allowability of costs for federal funding incurred under this award shall be determined in accordance with the procedures and principles given in the federal Office of Management and Budget (OMB) circulars located in [2 Code of Federal Regulations \(CFR\), Part 200](#) and/or as in the approved budget and/or specific legislation.

For all funds, no claim for materials purchased in excess of budget categories or program services not specifically provided for in this award by the grantee will be allowed by the state unless approved in writing by the state. Such approval shall be considered to be a modification of the award. There may be additional limitations on allowable costs, which shall be noted in the award.

A grantee hosting a meeting or conference may not use federal grant funds to pay for food for attendees unless it is necessary and reasonable to accomplish a legitimate meeting, conference business for approved grant activities. Budget allocations for food must be approved by the Minnesota Department of Education (MDE). Example: A working lunch might be allowable to ensure full participation by attendees and if training continues during the lunch. Funds may not be used for entertainment, alcohol purchases or gifts. Refer to the applicable federal uniform guidance for cost principle information.

A meeting or conference hosted by a grantee and charged to the grant must not be promoted as a U.S. Department of Education conference.

B. Records

The grantee shall maintain books, records, documents and other evidence pertaining to the costs and expenses of implementing this application to the extent and in such detail as will accurately reflect all gross costs, direct and indirect, of labor materials, equipment, supplies, services and other costs and expenses of whatever nature. The grantee shall use generally accepted accounting principles. The grantee shall preserve all financial and cost reports, books of account and supporting documents and other data evidencing costs allowable and revenues and other applicable credits under this award which are in the possession of the grantee and relate to this award, for a period of no less than six years and the respective federal requirements where applicable.

All pertinent records and books of accounts related to this award and subsequent awards shall be preserved by the grantee for a period of six years subject to the following criteria:

1. The six-year retention period shall commence from the date of submission of the final expenditure report.
2. If any litigation, claim or audit is started before the expiration of the six-year period, the records shall be retained until all litigation, claims or audit findings involving the records have been resolved.
3. The grantee agrees to cooperate in any examination and audit under the provisions of this paragraph.

C. Examination

The state or its representative or the federal administering department (when applicable) shall have the right to examine books, records, documents and other evidence and accounting procedures and practices, sufficient to

reflect properly all direct and indirect costs and the method of implementing the award. The grantee shall make available at its office and at all reasonable times before and during the period of record retention, proper facilities for such examination and audit.

D. State and Federal Audits

Under [Minnesota Statutes, section 16B.98, Subdivision 8](#), the grantee's books, records, document, and accounting procedures and practices relevant to this grant are subject to examination by the state and/or the state auditor or legislative auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state retention requirements, whichever is later. If federal funding, all grantees are subject to retention requirements related to audits.

If the grantee (in federal Office of Management and Budget (OMB) Circular language known as "subrecipient") receives federal assistance from the state of Minnesota, it will comply with the applicable single audit requirements. The grantee will provide copies of the single audit reporting package upon request.

5. Liability

Grantee agrees to indemnify and save and hold the state, its agents and employees harmless from any and all claims or causes of action, including all attorneys' fees incurred by the state arising from the performance of the award by grantees, agents or employees. This clause shall not be construed to bar any legal remedies grantee may have for the state's failure to fulfill its obligations pursuant to the award and subsequent awards.

6. Ownership of Materials and Intellectual Property Rights

A. Intellectual Property Rights

The state shall own all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks and service marks in the works and documents created and paid for under the award. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes and disks conceived, reduced to practice, created or originated by the grantee, its employees, agents and subcontractors, either individually or jointly with others in the performance of this award. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks or other materials, whether in tangible or electronic forms, prepared by the grantee, its employees, agents or subcontractors in the performance of this award. The documents will be the exclusive property of the state and all such documents must be immediately returned to the state by the grantee upon completion or cancellation of the award. To the extent possible, those works eligible for copyright protection under the United States Copyright Act will be deemed to be "works for hire." The grantee assigns all right, title and interest it may have in the works and the documents to the state. The grantee, at the request of the state, shall execute all papers and perform all other acts necessary to transfer or record the state's ownership interest in the works and documents.

B. Notification

Whenever any invention, improvement or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the grantee, including its employees and subcontractors, in the performance of the award, the grantee will immediately give the state's authorized representative written notice thereof, and must promptly furnish the authorized representative with complete information and/or disclosure thereon.

C. Representation

The grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the works and documents are the sole property of the state, and that neither the grantee nor its employees, agents, or subcontractors retain any interest in and to the works and documents. The grantee represents and warrants that the works and documents do not and will not infringe upon any intellectual property of other persons or entities.

Notwithstanding Liability clause 5, the grantee will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the state, at the grantee's expense, from any action or claim brought against the state to the extent that it is based on a claim that all or part of the works or documents infringe upon the intellectual property rights of others.

The grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the grantee's or the state's opinion is likely to arise, the grantee, must at the state's discretion, either procure for the state the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing works or documents as necessary and appropriate to obviate the infringement claim. This remedy of the state will be in addition and not exclusive of other remedies provided by law.

7. Publicity

Any publicity given to the program on, publications or services provided resulting from the award, including, but not limited to, notices, informational pamphlets, press releases, research, website pages, reports, signs and similar public notices prepared for the grantee or its employees individually or jointly with others or any subrecipients, shall publicly identify the state as the sponsoring agency and identify the source of funding. The publicity described may only be released with the prior approval of the state's authorized representative.

The applicant/awardee must **not** claim that the state or the federal Department of Education **endorses** its products or services. See a sample statement below:

Example: The contents of this publication, film, or conference do not necessarily represent the policy of the federal Department of Education or the state Department of Education and you should not assume endorsement by the federal or state government.

See the sample publicity statement below for citing the funding source below:

Example: This training is partially funded with a grant from the Minnesota Department of Education using federal funding, CFDA 84.027A, Special Education - Grants to States.

8. Government Data Practices and Disclosure of Breach in Security

The grantee and the state must comply with the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, as it applies to all data provided by the state under the award, and as it applies to all data created collected, received, stored, used, maintained or disseminated by the grantee under the award. The civil remedies of Minnesota Statutes, section 13.08 apply to the release of the data referred to in this paragraph by either the grantee or the state.

If the grantee receives a request to release the data referred to in this paragraph, the grantee must immediately notify the state. The state will give the grantee instructions concerning the release of the data to the requesting party before the data is released.

[Minnesota Statutes, section 13.055](#), applies to all government entities in Minnesota, not just state agencies. This applies to all school districts and charter schools. Government entities must notify individual data subjects when nonpublic data about them has been the subject of a breach of security of the data.

9. Data Disclosure

Under [Minnesota Statutes, section 270C.65](#), and other applicable laws, the grantee consents to disclosure of its SWIFT Supplier ID Number (formally known as SWIFT Vendor ID), Social Security number, UEI number, federal employer tax identification number and/or Minnesota tax identification number, already provided to the state, to federal and state tax agencies and state personnel involved in the payment of state obligations. These numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the grantee to file state tax returns and pay delinquent state tax liabilities, if any.

10. Worker's Compensation

Grantee certifies that it is in compliance with [Minnesota Statutes, section 176.181, subdivision 2](#), pertaining to workers' compensation insurance coverage. The grantee's employees and agents will not be considered state employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the state's obligation or responsibility. (Exemption/Waiver as allowed under law.)

11. Antitrust

Grantee hereby assigns to the state of Minnesota any and all claims for overcharges as to goods and/or services provided in connection with the award resulting from antitrust violations which arise under the antitrust laws of the United States and the antitrust laws of the state of Minnesota.

12. Governing Law, Jurisdiction and Venue

Minnesota law, without regard to its choice-of-law and provisions, governs the award. Venue for all legal proceedings arising out of the award, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

13. Lobbying

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 2 Code of Federal Regulations (CFR), Part 200, the grantee when signing the application, certifies that:

1. No federally appropriated funds have been paid or will be paid, by or on behalf of organization, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the making of any federal award, and the extension, continuation, renewal, amendment or modification of any federal grant.
2. If any funds other than federally appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this federal grant award, the applicant/grantee shall complete and submit a Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
3. The grantee shall require that the language herein shall be included in any award documents for all subawards at all tiers (including subgrants, contracts under award, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

14. Debarment, Suspension, and Other Responsibility Matters

As required by [Executive Order 12549](#), Debarment and Suspension, and implemented at 2 CFR 180.200 or amendments thereto, for prospective participants in primary covered transactions.

The grantee certifies that it and its principals:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible or voluntarily excluded from covered transactions by any federal department or agency;
2. Have not within a three-year period preceding this application or award been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state or local) with commission of any of the offenses enumerated in paragraph (2)(b) of this certification; and,

4. Have not within a three-year period preceding this application had one or more public transaction (federal, state or local) terminated for cause or default.

15. Drug-Free Workplace (Awardees Other Than Individuals)

As required by the Drug-Free Workplace Act of 1988, and implemented at 2 CFR, Part 200, the grantee certifies that it will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an on-going drug-free awareness program to inform employees about:
 - a. The dangers of drug abuse in the workplace;
 - b. The grantee's policy of maintaining a drug-free workplace;
 - c. Any available drug counseling, rehabilitation and employee assistance programs; and
 - d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the award be given a copy of the statement required by paragraph (1);
4. Notifying the employee in the statement required by paragraph (1) that, as a condition of employment under the award, the employee will:
 - a. Abide by the terms of the statement; and,
 - b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (4)(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to: Director, Grants Policy and Oversight Staff, U.S. Department of Education, 400 Maryland Avenue, S.W. (Room 3652, GSA Regional Office Building No. 3), Washington, DC 20202-4248. Notice shall include the identification number(s) of each affected award;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (4)(b), with respect to any employee who is so convicted:
 - a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or,
 - b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state or local health, law enforcement or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of Paragraphs (1), (2), (3), (4), (5) and (6).

16. Transferability

The grantee shall not transfer or assign to any party or parties any right(s), obligation(s) or claim(s) under the award without the prior written consent of the state. It is understood, however, that grantee remains solely responsible to the state for providing the products and services described.

17. Time

The grantee must comply with the time requirements described in the application and award, in the performance of this award and if inform the grantor of any potential long term delays or changes affecting those timelines.

18. Nondiscrimination

The grantee will comply with nondiscrimination statutes.

1. Grantees will follow the Civil Rights Act of 1964 and amendments thereto which prohibits discrimination on the basis of race, color, or national origin
2. Section 504 of the Rehabilitation Act of 1973, and amendments which prohibits discrimination on the basis of disability
3. Title IX of the Education Amendments of 1972 which prohibits discrimination on the basis of sex in education programs
4. Age Discrimination in Employment Act of 1975 and amendments.
5. In addition, per federal CFR 200.415, Agreement of Applicant, which states that prior to the Commissioner's issuance of any commitment or other loan approval, shall agree, by signing the application, (in a form prescribed by the Commissioner), that there shall be no discrimination against anyone who is employed in carrying out work receiving assistance pursuant to this chapter, or against an applicant for such employment, because of race, color, religion, sex, handicap, age or national origin.
6. [Minnesota Statutes Chapter 363A. Human Rights](#)

19. Pre-Award Work and Pre-Award Costs

The grantee understands that no work should begin and no pre-award costs would be covered under this award until all required signatures have been obtained; an Official Grant Award Notification (OGAN) has been issued or other award documentation has been received and the grantee is notified to begin work by the state's program authorized representative or their designee. If an exception to this is determined necessary by MDE, the grantee would be informed in writing or email by the state's program authorized representative or designee.

20. Grantee's Grant Program Representative

The applicant's Program Contact Representative will be named on the OGAN or other award information. If the Program Contact Representative or official with authority to sign changes at any time during the grant award period, the applicant/grantee must immediately notify the state.

21. Delinquent State or Federal Debt

As an applicant, you are not delinquent on the repayment of any federal debt. If delinquent in state debt, payments shall not be made by the state agency to the vendor until the commissioner notifies the agency the vendor is no longer a delinquent taxpayer or as otherwise indicated under [Minnesota Statutes, section 270C.65, subdivision 3.](#)

22. Cancellation With or Without Cause

An award contract may be canceled by the state at any time, with or without cause, upon thirty (30) days' written notice to the grantee. Upon termination, the grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed and for approvable expenditures.

23. Cancellation Due to Discontinued or Insufficient Funding

It is expressly understood and agreed that in the event the funding to the state from Federal sources or appropriations by the Minnesota Legislature are not obtained and/or continued at an aggregate level sufficient to allow for the grantee's program to continue operating, the grant shall immediately be terminated upon written notice by the state to the grantee. The state is not obligated to pay for any services that are provided after notice and effective date of termination. However, the grantee will be entitled to payment, determined on a pro-rata basis, for services satisfactorily performed and approvable expenditures incurred prior to termination to the extent that funds are available. The state will not be assessed any penalty if the grant is terminated because of a decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The state must provide the grantee notice within a reasonable time of the state receiving notice.

24. Cancellation Due to Failure to Comply

The state may cancel an award contract immediately if the state finds that there has been a failure to comply with the provisions of an award, that reasonable progress has not been made or that the purposes for which the funds were awarded/granted have not been or will not be fulfilled. The state may take action to protect the interests of the state of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

25. Conflict of Interest

In accordance with the [Minnesota Office of Grants Management Policy 08-01](#), the grantee will establish safeguards to prohibit employees from using their positions for a purpose that constitutes or present the appearance of personal or organizational conflicts of interest, or personal gain.

26. Voter Registration Services

The commissioner or chief administrator officer of each state agency or community-based public agency or nonprofit corporation that contracts with the state agency to carry out obligations of the state agency shall provide voter registration services for employees and the public. Refer to [Minnesota Statutes, section 201.162](#), Duties of State Agencies for the complete statute.

27. Minimizing State Funded Administrative Costs

Under [Minnesota Statutes, section 16B.98](#), Grants Management Process, a grant from an appropriation of state funds, the recipient of the grant must agree to minimize administrative costs.

28. Supplanting

Grant funds shall not be used to supplant salaries and wages normally budgeted for an employee of the applicant/agency. Total time for each staff position paid through various funding streams financed in part or whole with grant funds shall not exceed one Full Time Equivalent (FTE) except in certain situations. The grantee may allow staff to work on extended day assignments such as after school programs, special education services or other projects, if necessary, or allowable under funding. The grantee must be prepared to disclose all required supporting documentation for salaries paid for their employees.

29. Uniform Municipal Contracting Law – Counties, Schools, Cities – Supplies/Construction

[Per Minnesota Statutes, section 471.345](#), grantees that are municipalities as defined in Subdivision 1 must follow service contracting and bidding requirements as stated including prevailing wage rules for construction work of \$25,000 or more. Support documentation for the procurement processes must be retained.

Support document for the procurement processes must be retained regardless of the source of funding.

30. Contracting – Nongovernmental Entities

Pursuant to Minnesota Statute 471.345, any grant-funded services and/or materials that are expected to cost:

- \$175,000 or more must undergo a formal notice and bidding process.
- Between \$25,000 and \$174,999 must be competitively awarded based on a minimum of three (3) verbal quotes or bids.
- Between \$10,000 and \$24,999 must be competitively awarded based on a minimum of two (2) verbal quotes or bids or awarded to a targeted vendor.

For grant-funded projects that include construction work of \$25,000 or more, prevailing wage rules apply per [Minnesota Statutes, section 177.41 through section 177.44](#). The bid request must state the project is subject to *prevailing wage*. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.

The grantee must take all necessary affirmative steps to assure that targeted vendors from businesses with active certifications through these entities are used when possible:

- [State Department of Administration's Certified Targeted Group, Economically Disadvantaged and Veteran-Owned Vendor List](#)
- Metropolitan Council's Targeted Vendor list: [Minnesota Unified Certification Program](#)
- Small Business Certification Program through Hennepin County, Ramsey County, and City of St. Paul: Central Certification Program

The grantee must maintain:

- Written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts.

- Support documentation of the purchasing and/or bidding process utilized to contract services in their financial records, including support documentation justifying a single/sole source bid, if applicable.

The grantee must not contract with vendors who are on the [Suspended/Debarred Vendor Report](#).

Domestic preferences for procurements

As appropriate and to the extent consistent with law, the non-Federal entity should, to the greatest extent practicable under a Federal award, provide a preference for the purchase, acquisition, or use of goods, products, or materials produced in the United States (including but not limited to iron, aluminum, steel, cement, and other manufactured products). The requirements of this section must be included in all subawards including all contracts and purchase orders for work or products under this award.

31. Amendments

Any amendment to an award must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant award or assurances, or their successors in office.

32. Other Provisions

- When a grant includes the production of a report or other publication and this publication may be posted on the Minnesota Department of Education's website, that document must adhere to all department communication's policies, available upon request from the Communication Division.
- The grantee shall cooperate with the state when enforcing applicable Minnesota Office of Grants Management policies and statutes.
- Grantees funded with federal funding must follow CFR 200.308, Revision of Budget and Program or as approved in the OGAN or other award documentation.
- Grantees and subcontractors receiving grants exceeding \$100,000 must comply with all applicable standards, orders, or requirements under Section 306 of the Clean Air Act, Section 508 of the Clean Water Act and Environmental Protection Agency regulations (40 CFR, part 15).
- The grantee must promptly return to the state any unexpended funds that have not been accounted for in a financial report to the state due at grant closeout.
- The grantee shall comply with any and all provisions of the Family Educational Rights to Privacy Act of 1974 (FERPA).
- Grantees will submit reports and comply with the terms as outlined in the OGAN, other award document and relevant legislation.
- Grantees will submit reports and comply with the terms as outlined in the Official Grant Award Notification.

32. Other Provision (Federal Only)

- The grantee assures that if the award involves federal funding the reimbursement of expenditures is in compliance with all program provisions, relevant provisions of the Cash Management Improvement Act (CMIA) of 1990 (Public Law 101-453) as amended by the CMIA of 1992 (Public Law 102-589), codified at 31 U.S.C. 6501 and 31 U.S.C. 6503; all current Office of Management and Budget circulars and cost principles principles, with the current Federal Education Department General Uniform Administrative Regulations, Part 200 or other applicable code of federal regulations applicable to this federal reimbursement request.

- b. Grantee if a political subdivision of the state and funded with federal dollars, will consider the federal Resource Conservation and Recovery Act of 1976 in all procurement transactions. The objectives of the Resource Conservation and Recovery Act (RCRA) are to protect human health and the environment from the potential hazards of waste disposal, to conserve energy and natural resources, to reduce the amount of waste generated, and to ensure that wastes are managed in an environmentally sound manner.
- c. Federal grant recipients, subrecipients and their grant personnel are prohibited from text messaging while driving a government owned vehicle, or while driving their own privately owned vehicle during official grant business, or from using government supplied electronic equipment to text message or email when driving. Recipients must comply with these conditions under Executive Order 13513, "Federal Leadership on Reducing Text Messaging While Driving", October 1, 2009.
- d. Grantees funded with federal funding must follow CFR 200.308, Revision of Budget and Program or as approved in the Official Grant Award Notification (OGAN) or other award documentation.
- e. Non-federal entities with federal grants must implement internal control processes as referenced in CFR 200.61 and 200.62.
- f. Non-federal entities with federal grants will take reasonable measures to safeguard protected personally identifiable information as well as any information that the federal awarding agency or pass-through designates as sensitive. Refer to federal regulation 200.303, Protected Personally Identifiable Information means an individual's first name or first initial and last name in combination with any one or more types of information such as social security number, credit card numbers, place of birth.
- g. The non-federal entity using federal funding when contracting must take all necessary affirmative steps to assure that minority businesses, women's business enterprises and labor surplus area firms are used when possible. Refer to 2, CFR 200.321 for more information.
- h. Grantee and their subrecipients of federal grant funds will adopt the requirements in the Code of Federal Regulations at 2, CFR 175.15 (b) pertaining to Trafficking in Persons. These requirements are incorporated into this grant award. A grant may be terminated for any violation of these provisions by the grantee, its employees or its subrecipients.
- i. The non-federal entity or applicant for a federal award must disclose, in a timely manner, in writing to the federal awarding agency or pass-through entity all violations of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award. Failure to make required disclosures can result in any of the remedies described in 200.338 Remedies for noncompliance, including suspension and debarment.
- j. If the initiative is federally funded with an award from the federal Office of Education, grantees must follow all other applicable uniform guidance under 2 CFR, Part 200 as applicable.
- k. The grantee must promptly return to the state any unexpended funds that have not been accounted for in a financial report to the state due at grant closeout.
- l. The grantee shall comply with any and all provisions of the Family Educational Rights to Privacy Act of 1974 (FERPA).
- m. Grantees will provide information to MDE, upon request and in a timely fashion to accommodate MDE's reporting under the Federal Funding Accountability and Transparency Act. Prior to an award, proposed grantees must provide, upon request, any documentation necessary for MDE to conduct their risk assessment.

Application Narrative

Executive Summary

This component of the application should **briefly** describe the project as it aligns with the purpose of this funding. The summary should identify the following:

- Need for the funding
- Primary project goals and activities that are measurable and attainable and align with the purpose of funding
- Expected outcomes/products/outputs/benefits

Narrative Response:

Roseville Area Schools is comprised of 59.93% students of color and American Indian students and like many districts across the nation our data shows a predictable and disproportionate rate of exclusionary discipline practices related to this demographic of students. It is recognized that other approaches to school climate and discipline have not consistently worked to build safe learning environments, have created racial disparities in discipline responses, and have fostered a culture of blame that is harmful to the social fabric of our schools and communities. Problems related to discipline and safety in our schools can only be solved when all members of these communities are willing to share their experiences, take responsibility and work together to identify solutions.

Grant funding will allow our district to intentionally provide two pilot schools and our social workers across the district the intensive professional development, coaching and support in Restorative Practices that is needed to shift the culture from punitive to restorative. As stated in *From Exclusionary to Restorative: An Intentional, Trauma-Sensitive Approach to Interrupting Racial Disparities, Reducing Violence, Strengthening Communities, and Accelerating Student Learning*, "Restorative practices offer schools and districts the opportunity to reimagine their thinking around discipline and justice." This reimagining requires time and funding necessary to fully support the adults in schools to shift the way they approach student behavior and provide inclusionary ways of creating classrooms and learning environments. Roseville Area Schools wants to change the practices that have led to the over-reliance on exclusionary discipline and believes that growing the restorative impulse and culture in school buildings will do exactly that.

Our goals include:

- Establish and convene a planning and implementation team inclusive of licensed and unlicensed staff administrators from each of the pilot sites and representation from the Educational Equity department that will investigate current disciplinary practices, analyze data reports and support the implementation of Restorative Practices;
- Providing intentional learning opportunities for staff that will explore restorative practices, racial and cultural identity, mindset, community building, and values that will interrupt exclusionary disciplinary practices.

Our activities include:

- Providing Restorative Practices professional development opportunities to all staff in two pilot schools;
- Providing Restorative Practices professional development to a cohort of social workers that provide support and services in all of our district schools;

- Providing coaching and school-wide implementation planning support at the two pilot sites;
- Coaching sessions with school staff that lends itself to critical self-reflection about beliefs and values;
- Opportunities to review and analyze school data;
- Providing coaching with the social workers cohort.

People are happier, more cooperative, more productive, and more likely to make positive changes in their behavior when those in positions of authority do things with them, rather than to them or for them. Outcomes and benefits include, but are not limited to:

- Outcomes:
 - Reducing punitive disciplinary actions -including reducing the disproportionate number of dismissals and suspensions for our students of color and American Indian students;
 - Reducing the number of office discipline referrals;
 - Reducing problematic behaviors that impacts student learning and academic achievement;
 - Increase in student engagement and academic learning;
 - Decreased levels of absenteeism;
 - Improved school climate - one that honors, values, welcomes and embraces all of our students, families, staff and community members.
- Benefits:
 - Shift school culture away from punitive orientation to caring;
 - Identify personal and academic strengths;
 - Build on strengths of students, families, staff and communities;
 - Validation of feelings of all stakeholders;
 - Increased levels of teacher satisfaction;
 - Sense of belonging within the school community.

Statement of Need

Describe the need for this project and identify the targeted group who will benefit from the project. Provide data that supports how the need was determined. Include the following:

- Describe the need.
- Provide data and other information that supports your determination of the need.
- Describe barriers that present challenges for this group and support the need for this type of grant funding.
- Provide other supporting information.

Narrative Response:

Roseville Area Schools believes the creation of a restorative culture in our schools holds significant promise as a means to achieving safe, culturally respectful, equitable and just learning communities. Restorative practices are defined as a way of being *in community* that focuses on continual building and maintaining of relationships.

Restorative schools provide all the opportunities necessary for students to be engaged in a learning process through a proactive practice that creates a culture of connectivity where all members of the school community feel valued and thrive.

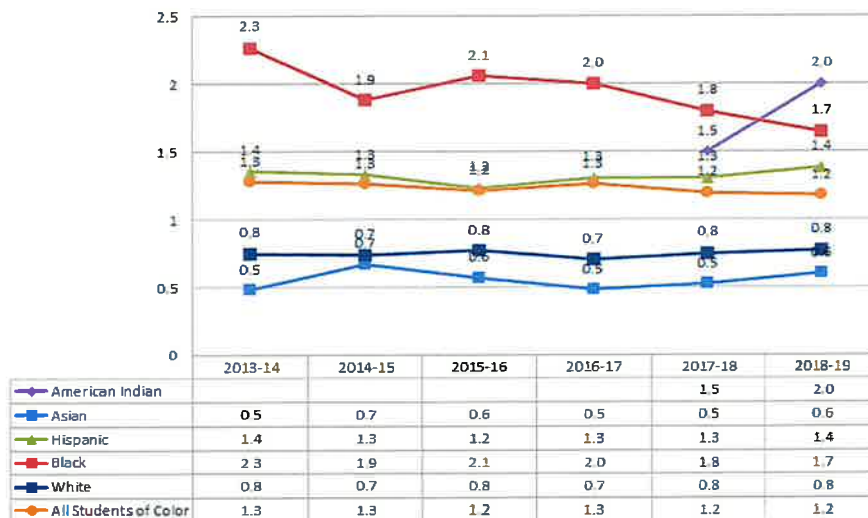
In order for the culture of a building to truly become restorative, the work begins with the adults. Grant funding will provide the resources necessary to engage educators from two pilot sites and a cohort of social workers, across grade level and content area and include licensed and non-licensed staff. Staff will emerge from this opportunity with skills, heart and capacity to lead restorative practice learning *for and with* all stakeholders in our school communities.

Similar to many districts across the state and nation, Roseville continues to see the predictable data trends that disproportionately impact our students of color and American Indian students.

Data:

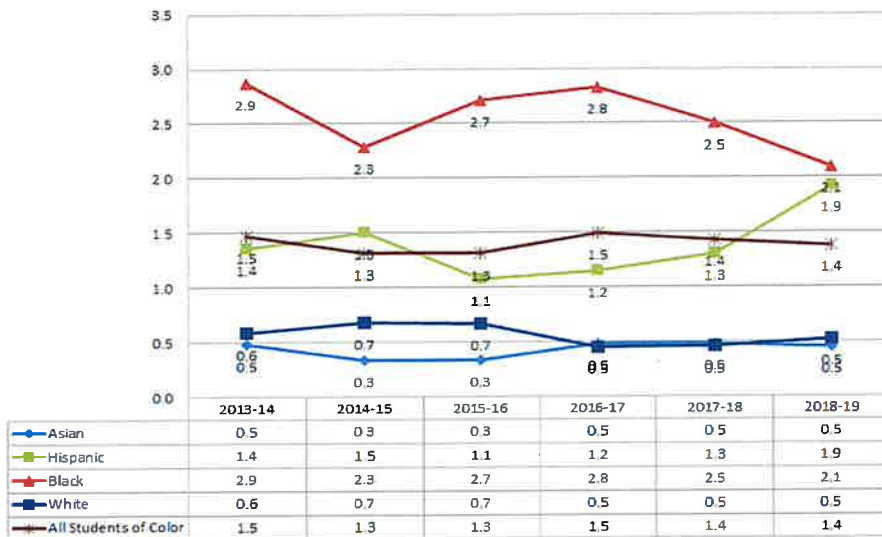
2020-21 School Year

Over/Underrepresentation of Referrals (Unduplicated)



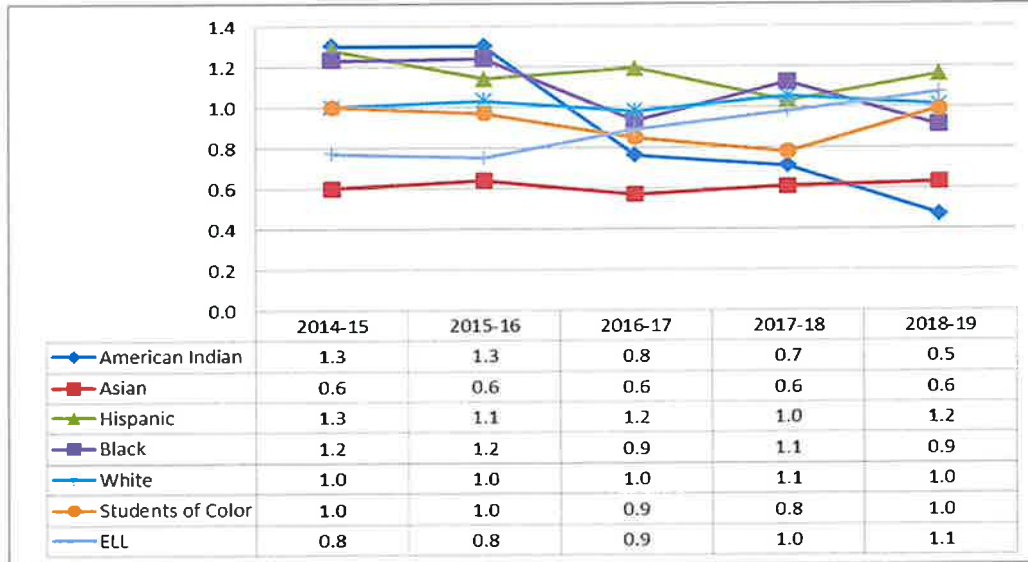
White students (dark blue line) and Asian students (blue line) are underrepresented. While Black students (red line), Hispanic students (green line), and the All students of color group (Orange line) are over represented.

Over/Underrepresentation of Suspension (Unduplicated)



This graph shows an underrepresentation of our white (dark blue) and Asian (Light Blue) populations while Hispanic (green) and Black (red) students are overrepresented.

Representation in Special Education



While white students (light blue line) are served in a proportionate amount we see underrepresentation in our Asian students (Red line) and see a decline in overrepresentation for our Black students (Purple line) and Hispanic students (Green line).

Diversity and Equity

Describe your agency's diversity and equity inclusion efforts. Include the following:

- Describe how this program will center diversity, equity and inclusion in your professional development planning and implementation.
- Describe how your district provides training on diversity, equity and inclusion currently.
- Describe how this program will be used to address and advance a culturally responsive environment that brings anti-bias and trauma-informed principles and practices to life, include how this will address disparities in race, disability status and sexual identity in student discipline and achievement.

Narrative Response:

Restorative approaches help to shift the dominant social norms from “power over” to “power with”, talking “with” instead of “at” and “we centered” instead of “I centered.” (Cordelia Anderson). The creation of restorative culture in our schools holds significant promise as a means to achieving a safe, culturally appropriate, respectful, equitable and transformative community. Restorative Practices also seek to educate the whole child (mental, spiritual, emotional, physical, social) and attend to all dimensions of human development in order maximize learning and social development.

Roseville Area Schools is committed to centering our Restorative Practices work in the following ways and we:

- Believe that learning is relational and our schools should be places of engagement and accountability achieved with students.
- Believe that for buildings to sustain a healthy and welcoming culture all members (staff and students) must feel connected and valued and respected. To that end, we will focus our professional development sessions on establishing strong, inclusive relationships within our communities through regular community building circles.

Our district consistently provides multiple opportunities for staff to engage in culturally relevant professional development. Our Educational Equity Department has developed PD Pathways that provide sessions such as, but not limited to: Healing Circles in Cohort; Zaretta Hammond's Book: Culturally Relevant Teaching & the Brain; Anti-Racist Classrooms and Spaces; Collective Trauma: Trauma Healing Schools; Story Circles in the Classroom; LGBTQ+ Back to School; Inclusive language and actions for LGBTQ+ youth, families, and staff; Equity Pedagogy: Weaving Cultural Spectrums into our Practice; Restorative Practices: Cultivating Relationships and Building Communities; Restorative Practices Training: An overview of Restorative Practices; Equity and Anti-Racism; and Absent Narratives.

As part of our commitment to providing staff development that focuses on equity, inclusion and diversity, we have ongoing partnerships with the following organizations:

- Advancement Via Individual Determination (AVID)
- U of MN Center for Applied Research and Educational Improvement (CAREI)
- Equity Alliance MN (formerly EMID)
- Minnesota Humanities Center (MHC) is providing Professional Development to our F.O.C.U.S (Future-Oriented Community of United Support) group as well as all staff
- MSU Mankato Institute for Courageous School and District Leadership
- Pyramid Model Innovation (ECSE and pre-K)

- Hamline University - English Learners in the Mainstream (ELM) teacher leaders
- U of MN - Tech Instruction for English Language teachers
- Minneapolis Foundation Reimagine Education grant for staff participation in upcoming Culturally Responsive School Leadership Institute

In addition to the above partnerships, Roseville Area Schools is committed to cultivating and growing educator leaders inclusive of licensed and unlicensed staff. These educator leaders provide professional development in all buildings, during opening week and throughout the year on Professional Development days, focused on Culturally Responsive Competent Teaching framed in our [Educational Equity and Curriculum and Instruction Compass](#).

Roseville Area Schools believes that this commitment to and focus on culturally relevant and anti-racist professional development begins to address the disparities in race, disability status and sexual identity in student discipline and achievement that we currently are seeing. With funding provided by this grant we will be able to provide intensive and intentional learning opportunities around Restorative Practices in two pilot schools and whole-heartedly believe that we will see a significant decrease in the punitive and exclusionary practices within those buildings. In addition, the targeted professional development for our social workers cohort will allow these individuals to begin the restorative practices work in their respective school communities.

Building School Improvement Plans (SIP) include goals in the areas of achievement, achievement gap reduction, and equity. The equity goals are connected to office discipline referrals, dismissals and suspensions and reducing the number of special education referrals for our students of color and American Indian students. Each school's improvement plan includes goals, strategies, action steps and professional learning to increase student achievement and reduce race based opportunity gaps. There is dedicated time on professional development days for building staff and administrators to engage in professional learning that is connected to the SIP goals.

Capacity of the Applicant Agency

Describe your agency's capacity for and commitment to administering the project successfully. Identify the following:

- Primary project staff (employees) funded with the grant and their role in this project.
- Describe your approach to providing high-quality training, coaching support and follow-up to staff.
- Indicate your intent to subcontract with any outside professionals using the grant funds, rather than your employees. Identify the services to be performed and the qualifications expected of the subcontractors. How will you document the selection process used and follow applicable procurement practices?
- Identify any external partners (not subcontractors that are paid) that may contribute to the project to enhance the project and identify their contribution.

Narrative Response:

A project coordinator will be funded to coordinate the activities associated with this grant. The project coordinator will support scheduling the professional development opportunities for the pilot schools and social workers cohort by collaborating with the Restorative Practice consultant, track

participation by school staff, collaboratively create and provide feedback/evaluation forms for training sessions, and other administrative responsibilities.

Professional development sessions will combine restorative practice content learning with experiential restorative practices such as restorative chats, affective language, and circle training. I imagine and anticipate that the trainings and professional development will incorporate research-based information and activities from the [MDE's Trainer's Guide for Working with Schools to Implement Restorative Practices](#) and the [MDE's Restorative Practice Training Guide Training Activities](#). The planning team will convene during the late summer of 2022 and 2022-23 school year to collectively create a training schedule for the pilot schools and the social workers. This team will survey pilot school staff about current disciplinary practices and school culture/climate. They will review and analyze this data as they create the most supportive training schedule possible. Professional development sessions will occur during summer months and throughout the school year.

We will contract with a Community Restorative Practices Consultant to provide the professional development opportunities and coaching support for the two pilot schools and social worker cohort. Learning opportunities provided by the consultant could include, but are not limited to the following:

Summer 2022	Implementation Planning Team to convene for 6-8 hours
September 2022 - September 2024	Planning Team: Monthly or bi-monthly coaching and support around implementation, feedback and evaluation
January - May 2023	Pilot schools staff monthly training and coaching support
January - May 2023	Social workers - monthly training and coaching support
Summer 2023	Pilot schools staff and social workers training
September 2023 - May 2024	Pilot schools staff monthly training and coaching support
September 2023 - May 2024	Social workers - monthly training and coaching support
Summer 2024	Pilot schools staff on-going training

Roseville Area Schools will develop an RFP seeking a Community Restorative Practice Consultant to support our work. We will review and analyze the proposals from community practitioners before determining who our district will partner with. We will seek to partner with a consultant that is grounded in community, grounded in restorative practice principles and beliefs and is committed to

interrupting and dismantling the institutionally racist policies and practices that lead to the predictable outcomes for our students of color and American Indian students.

The project coordinator will work with the Director of Business Services to ensure that the selection process used and all applicable procurement practices are followed.

Project Goals, Activities, Strategies, Outcomes, and Estimated Timelines

Outline the goals with activities and strategies that work to achieve the expected outcomes and that align with the purpose of this grant opportunity for the targeted population(s) expected to benefit from the project.

You should refer to the sample activities that we identified in the general information instructions section. You will use the format below in the application, by copying and pasting this template as many times as needed. Make sure goals and activities are specific, measurable, attainable, relevant, and time bound (SMART). Provide estimated timelines.

Goal 1: Establish and convene a planning and implementation team inclusive of licensed and unlicensed staff administrators from each of the pilot sites and representation from the Educational Equity department that will investigate current disciplinary practices, analyze data reports and support the implementation of Restorative Practices.

Activity 1: Experiential learning about the history of Restorative Practices while convening in community building circles.

Expected Outcome and Benefiting Party:

Establish trust and relationships amongst planning and implementation team members

Person Responsible for Activity:

Project coordinator (scheduling circle) and consultant (facilitating the circle)

Estimated Timeline: Summer 2022

Activity 2: Review and Analyze data from pilot school sites

Expected Outcome and Benefiting Party: Planning and implementation team will gain an understanding of how exclusionary practices impact the school community.

Person Responsible for Activity: Project coordinator

Estimated Timeline: This activity will begin in Fall 2022 and be ongoing throughout the school year and subsequent years.

Activity 3: Collaboratively work with the community consultant in developing trainings for the pilot schools/social workers

Expected Outcome and Benefiting Party: Staff will have opportunities to engage in relevant and specific professional development opportunities that will benefit the school community, inclusive of staff, students, and families.

Person Responsible for Activity: Project coordinator, planning and implementation team and community consultant will collaboratively design learning opportunities.

Estimated Timeline: Ongoing throughout the time of the grant.

Goal 2: Provide multiple intentional learning opportunities for staff that will explore restorative practices, racial and cultural identity, mindset, community building, and values that will interrupt exclusionary disciplinary practices.

Activities: On-going experiential learning and practice about Restorative Practices and its impact on creating welcoming school learning environments.

Expected Outcome and Benefiting Party: Establish a trusting and supportive school community grounded in Restorative Practices principles and values that will impact how adults engage with students and families while understanding how embracing a restorative impulse will lead to a decrease in exclusionary practices.

Person Responsible for Activity: Project coordinator (scheduling) and community consultant to facilitate the learning.

Estimated Timeline:

Summer 2022	Implementation Planning Team to convene for 6-8 hours
September 2022 - September 2024	Planning Team: Monthly or bi-monthly coaching and support around implementation, feedback and evaluation
January - May 2023	Pilot schools staff monthly training and coaching support
January - May 2023	Social workers - monthly training and coaching support
Summer 2023	Pilot schools staff and social workers training
September 2023 - May 2024	Pilot schools staff monthly training and coaching support
September 2023 - May 2024	Social workers - monthly training and coaching support
Summer 2024	Pilot schools staff on-going training

Narrative Response:

Roseville Area Schools believe that people are happier, more cooperative, more productive, and more likely to make positive changes in their behavior when those in positions of authority do things with them, rather than to them or for them. Engaging in a multi-year professional learning plan focused on Restorative Practices will lead

to reducing punitive disciplinary actions -including reducing the disproportionate number of dismissals and suspensions for our students of color and American Indian students; reducing the number of office discipline referrals; reducing problematic behaviors that impacts student learning and academic achievement; an increase in student engagement and academic learning; decreased levels of absenteeism; and an improved school climate - one that honors, values, welcomes and embraces all of our students, families, staff and community members.

The benefits for all stakeholders of engaging in this type of intentional learning will shift school culture away from punitive orientation to caring; build on strengths of students, families, staff and communities; validate the feelings of all stakeholders; increased levels of teacher satisfaction; and increase a sense of belonging within the school community.

Excel Budget with Descriptions

Complete the Excel budget. Specify the grant amount requested. Detail all **necessary and reasonable** expenditures anticipated during the project period that align with the project goals and activities, using the budget codes available.

Necessary means it is important to the success of the project. **Reasonable** means you are paying fair market price for the item or services.

The narrative must address the following:

- Provide sufficient narrative description for budget line item entries.
- Reviewers should be able to determine if the budget aligns with the project activities and primary purpose of the funding.
- Budget estimates for employee and proposed contractor services appear to correspond with reasonable approximations of the activities to be performed.
- Determine if the budget planned expenses appear **necessary and reasonable** for the success and purpose of the project.

[Excel Budget with Narrative descriptions](#)



Roseville Area Schools

Quality Teaching & Learning for All...Equity in All We Do

Agenda Item: 6a

Agenda Topic: Operations Update

Meeting Date: August 16, 2022

Contact Person: Shari Thompson

Background:

Director of Business Services Shari Thompson will provide an update on the following items:

- Fiscal year-end audit update 06/30/22
- Finance Advisory Committee membership
- Summer construction

Recommendation:

Action Required

Informational – No Board Action Requested



Agenda Topic: Northeast Metro 916 Long Term Facility Maintenance Levy
Meeting Date: August 16, 2022
Contact Person: Shari Thompson

Background:

Northeast Metro Intermediate District 916 does not have independent levy authority. Most revenues for intermediate districts flow through their member districts. Intermediate districts have the same need for funding health and safety projects as do regular school districts, so member school districts levy for the intermediate’s approved projects on their behalf. Intermediate districts are not granted levy authority for these projects unless all their member districts approve the levy.

Attached to this document is a breakdown by type of project and district of the approved projects Northeast Metro Intermediate District 916 plans to levy for health and safety and deferred maintenance projects under the Long-Term Facility Maintenance (LTFM) levy authorized by the 2015 Legislature. Roseville Area Schools’ share of this levy is approximately \$22,925, an increase of \$10,919 from last year’s amount of \$12,006. This levy is for fiscal year 2023-2024 and will be collected in 2023.

Also enclosed is the resolution recommended for approval so that we may levy for approved LTFM projects on behalf of Northeast Metro Intermediate District 916. Once approved by all the member districts, it will be a part of the total levy that the board will be asked to approve in December.

Recommendation:

It is recommended that the board adopt the resolution approving the 2022 Northeast Metro Intermediate District 916 levy for health and safety projects under the long term facility maintenance budget.

Action Required

Informational – No Board Action Requested

	Division of School Finance 1500 Highway 36 West Roseville, MN 55113-4266	Long-Term Facility Maintenance Ten-Year Expenditure Application (LTFM) - Fund 01 and Fund 06 Projects Only	ED - 02478-07
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Instructions: Enter estimated, allowable LTFM expenditures (Fund 01 and/or Fund 06 only) under Minnesota Statutes, section 123B.595, subdivision 10. Enter by Uniform Financial and Accounting Reporting Standards (UFARS) finance code and by fiscal year in the cells provided.

District Info.	Enter Information	District Info.	Enter Information								
District Name:	Northeast Metro 916 Intermediate School District	Date:									
District Number:	916	Email:	mkumlien@916schools.org								
District Contact Name:	Mark Kumlien										
Contact Phone #	651-415-5650										

Fiscal Year (FY) Ending June 30

Expenditure Categories	2022 (base year)	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
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Health and Safety - this section excludes project costs in Category 2 of \$100,000 or more for which additional revenue is requested for Finance Codes 358, 363 and 366.

Finance Code	Category (1)	2022 (base year)	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
347	Physical Hazards	\$16,650	\$20,650	\$38,650	\$33,650	\$38,650	\$33,650	\$38,650	\$33,650	\$38,650	\$33,650	\$46,150
349	Other Hazardous Materials	\$8,500	\$8,500	\$11,500	\$11,500	\$14,500	\$8,500	\$8,500	\$11,500	\$11,500	\$14,500	\$12,500
352	Environmental Health and Safety Management	\$60,800	\$60,800	\$81,148	\$94,800	\$95,800	\$96,800	\$97,800	\$98,800	\$99,800	\$100,800	\$109,300
358	Asbestos Removal and Encapsulation	\$2,000	\$0	\$0	\$2,000	\$0	\$0	\$2,000	\$0	\$0	\$2,000	\$2,500
363	Fire Safety	\$20,450	\$20,250	\$26,300	\$23,050	\$24,100	\$28,600	\$22,000	\$24,400	\$26,600	\$22,000	\$31,300
366	Indoor Air Quality	\$7,500	\$7,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500	\$12,500
Total Health and Safety Capital Projects		\$115,900	\$117,700	\$170,098	\$177,500	\$185,550	\$180,050	\$181,450	\$180,850	\$189,050	\$185,450	\$214,250

Health and Safety - Projects Costing \$100,000 or more per Project/Site/Year

Finance Code	Category (2)	2022 (base year)	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
358	Asbestos Removal and Encapsulation	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
363	Fire Safety	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
366	Indoor Air Quality	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Health and Safety Capital Projects \$100,000 or More		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Remodeling for Approved Voluntary Pre-K under Minnesota Statutes, section 124D.151

Finance Code	Category (3)	2022 (base year)	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
355	Remodeling for prekindergarten (Pre-K) instruction approved by the commissioner.	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Remodeling for Approved Voluntary Pre-K Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Accessibility

Finance Code	Category (4)	2022 (base year)	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
367	Accessibility	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Accessibility Projects		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0

Deferred Capital Expenditures and Maintenance Projects

Finance Code	Category (5)	2022 (base year)	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
368	Building Envelope	\$10,500	\$10,500	\$21,500	\$21,500	\$21,500	\$196,500	\$196,500	\$21,500	\$21,500	\$21,500	\$28,500
369	Building Hardware and Equipment	\$0	\$0	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000	\$4,000
370	Electrical	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
379	Interior Surfaces	\$28,200	\$4,800	\$22,700	\$62,700	\$97,700	\$22,700	\$22,700	\$97,700	\$137,700	\$97,700	\$73,700
380	Mechanical Systems	\$0	\$0	\$30,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
381	Plumbing	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
382	Professional Services and Salary	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
383	Roof Systems	\$12,000	\$12,000	\$14,000	\$14,000	\$14,000	\$14,000	\$14,000	\$614,000	\$14,000	\$14,000	\$17,000
384	Site Projects	\$6,000	\$6,000	\$15,000	\$52,000	\$15,000	\$15,000	\$65,000	\$50,000	\$15,000	\$15,000	\$15,000
Total Deferred Capital Expense and Maintenance		\$56,700	\$33,300	\$107,200	\$154,200	\$152,200	\$252,200	\$302,200	\$787,200	\$192,200	\$152,200	\$138,200

Total Annual 10-Year Plan Expenditures

	2022 (base year)	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Total Annual 10-Year Plan Expenditures	\$172,600	\$151,000	\$277,298	\$331,700	\$337,750	\$432,250	\$483,650	\$968,050	\$381,250	\$337,650	\$352,450

Fund Balance Section

	2022 (base year)	2023	2024	2025	2026	2027	2028	2029	2030	2031	2032
Fund 01											
Beginning Fund Balance 01-467-XX	\$31,038	\$438	\$126,736	\$181,138	\$187,188	\$281,688	\$333,088	\$817,488	\$230,688	\$187,088	\$201,888
LTFM Fiscal Year Revenue - Levy	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Fiscal Year Revenue - AID if Applicable	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Fiscal Year Revenue Other	\$142,000	\$277,298	\$331,700	\$337,750	\$432,250	\$483,650	\$968,050	\$381,250	\$337,650	\$352,450	\$350,750
LTFM Transfer IN from Fund 06 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer OUT from Fund 01 if applicable (see transfer guidance tab)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Transfer OUT if applicable - Special Legislation FY 20 and FY 21	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
LTFM Estimated Fiscal Year Expenditures	\$172,600	\$151,000	\$277,298	\$331,700	\$337,750	\$432,250	\$483,650	\$968,050	\$381,250	\$337,650	\$352,450
Ending Fiscal Year Fund Balance 01-467-XX	\$438	\$126,736	\$181,138	\$187,188	\$281,688	\$333,088	\$817,488	\$230,688	\$187,088	\$201,888	\$200,188

EXTRACT OF MINUTES OF MEETING
OF SCHOOL BOARD OF
INDEPENDENT SCHOOL DISTRICT NO. 623
(Roseville)
STATE OF MINNESOTA

Pursuant to due call and notice thereof, a School Board meeting of School District No. 623, State of Minnesota, was held on _____(date), at _____(time), for the purpose, in part, of approving the FY 2024 Long-Term Facility Maintenance budget and authorizing the inclusion of a proportionate share of Northeast Metro 916 Intermediate School District's long-term facility maintenance projects in the district's application for long-term facility maintenance.

Member _____ introduced the following resolution and moved its adoption:

Resolution approving Northeast Metro 916 Intermediate School District's long-term facility maintenance program budget and authorizing the inclusion of a proportionate share of those projects in the district's application for fiscal year (FY) 2024 long-term facility maintenance revenue.

BE IT RESOLVED by the School Board of School District No. 623, State of Minnesota, as follows:

1. The school board of Northeast Metro 916 Intermediate School District has approved a long-term facility maintenance program budget for its facilities for the 2023-2024 school year (Pay 2023 Levy) in the amount of \$277,298.00 of which School District No. 623's proportionate share is \$22,925.00 for pay as you go projects. The various components of this program budget are attached hereto and are incorporated herein by reference. Said budget is hereby approved.
2. Minnesota Statutes, Section 123B.53, subdivision 1, as amended, provides that if an intermediate school district's long-term facility maintenance budget is approved by the school boards of each of the intermediate school district's member school districts, each member district may include its proportionate share of the costs of the intermediate school district program in its long-term facility maintenance revenue application.
3. The proportionate share of the costs of the intermediate school district's long-term facility maintenance program for each member school district to be included in its application shall be determined by utilizing a blended rate where 25% of the rate is determined by multiplying the total cost of the intermediate school district long-term facility maintenance times the ratio of the member school district's net tax capacity to the total net tax capacity of the intermediate school district and 75% of the rate is determined by multiplying the total cost of the intermediate school district long-term facility maintenance times the ratio of ADM utilization by district to the total ADM utilization. The inclusion of this proportionate share in the district's long-term facility

maintenance revenue application for fiscal year 2024 is hereby approved, subject to approval by the Commissioner of Education. Upon receipt of the proportionate share of long-term facility maintenance revenue attributable to the intermediate school district program, the district shall promptly pay to the intermediate school district the applicable aid or levy proceeds.

The motion for the adoption of the foregoing resolution was duly seconded by Member _____ and, upon vote being taken thereon, the following voted in favor thereof:

And the following voted against:

WHEREUPON said resolution was approved and adopted by the school board of School District No. 623.

STATE OF MINNESOTA

COUNTY OF _____

I, the undersigned, being the duly qualified and acting Clerk of School District No. 623, State of Minnesota, hereby certify that I have carefully compared the attached and foregoing extract of minutes of a meeting of Independent School District No. 623 held on the date therein indicated, with the original of said minutes on file in my office, and the same is a full, true and complete transcript insofar as the same relates to the approval of Northeast Metro 916 Intermediate School District's long-term facility maintenance program budget and authorizing the inclusion of a proportionate share of the School District's long-term facility maintenance projects in the district's application for long-term facility maintenance revenue.

WITNESS MY HAND officially as such Clerk on _____(date).

Clerk

Independent School District No. 623



Roseville Area Schools

Quality Teaching & Learning for All...Equity in All We Do

Agenda Item: 7b

Agenda Topic: Relocation of Future School Board Meetings in 2023
Meeting Date: August 16, 2022
Contact Person: Superintendent Jenny Loeck

Background:

District administration is recommending a change in venue for future school board meetings to the Fairview Room at Anpétu Téča Education Center. This larger, updated space will be more conducive to board meetings and can more comfortably accommodate a larger audience.

Pending board approval and technology installation, administration anticipates that board meetings may be held in the Fairview Room as early as winter or spring 2023. Updates to the location of board meetings will be posted to the district website for the community.

Recommendation:

It is recommended that the board approve the relocation of future board meetings to the Fairview Room at Anpétu Téča Education Center beginning in winter/spring 2023.

XX Action Required

_____ Informational – No Board Action Requested



Agenda Topic: School Board Listening Sessions
Meeting Date: August 16, 2022
Contact Person: Superintendent Jenny Loeck

Background:

The Roseville Area Schools School Board values discourse with district students, families, staff, and community members. It has always been and will continue to be a priority of the school board to provide opportunities for constituents to share their opinions and feedback regarding the school district with members of the board. One of these avenues of discourse is the listening session format.

Based on changes adopted by school districts throughout the Twin Cities metro area as well as the Roseville Area Schools School Board's interest on providing consistent ways to hear from constituents regarding topics before the school board, district administration recommends the Roseville Area Schools School Board adopt the following format for constituent feedback:

- Prior to every board meeting, the members of the school board will host a listening session that will start 30 minutes prior to the board meeting with a hard stop five minutes before the start of the board meeting.
- The full board will be invited to participate based on availability.
- The intent of the listening session is to provide constituents with an opportunity to directly address the members of the school board so the listening sessions will be recorded for historical recordkeeping but not be televised.
- Constituents who wish to address the school board during a listening session must fill out an online form, send an email to the superintendent's office, or call the superintendent's office by 3 p.m. on the day of the meeting with their name, email, home address, affiliation with the school district, and the topic they wish to address.
- Each person who submits a request will be given three (3) minutes to address the board. If too many people submit requests for the allotted time, that time may be shortened to two (2) minutes. If there are still too many participants, the board can limit the participants to three per topic with priority placed in the following order: 1) current student, 2) parent/guardian of a current student, 3) staff member, 4) district resident.
- Members of the school board will not answer questions posed by listening session attendees but may ask clarifying questions.

Recommendation:

It is recommended that the board adopt these recommendations as presented.

XX Action Required

_____ Informational – No Board Action Requested