



School Board Meeting
Monday, September 25, 2023
AGENDA

1. **Call to Order (1 minute)**
 - Dates to Remember 3
2. **Pledge of Allegiance (1 minute)**
3. **Approve Board Agenda (1 minute)**
4. **Recognitions (6 minutes)**
 - 4.A. Coon Rapids Middle School - National Bus Safety Poster Contest Overall Winner
Jeff Mueller, Transportation Safety Coordinator
 - 4.B. MN First Place State Bus Paraeducator
Jeff Mueller, Transportation Safety Coordinator
5. **Consent Agenda (5 minutes)**
 - 5.A. a. Minutes from 09/11/23 Work Session
Jeff Simon, Board Clerk
 - Appendix A 4
 - 5.B. Retirements, Resignations, Terminations, Layoffs and Recalls, Leaves of Absence, Appointments
Matt Brain, Director of Employee Services
 - Appendix B 10
 - 5.C. Cash Disbursements Report
Jennifer Beck, Director of Finance
 - Appendix C 13
 - 5.D. Cash Balance Report
Jennifer Beck, Director of Finance
 - Appendix D 14
 - 5.E. Donations & Scholarship Report
Jennifer Beck, Director of Finance
 - Appendix E 15
 - 5.F. Monthly Revenue & Expenditures
Jennifer Beck, Director of Finance
 - Appendix F 18
6. **Communications, Delegations & Petitions (15 minutes)**

7.	Board Calendar & District Updates (10 minutes) Cory McIntyre, Superintendent	
8.	Community Education & Government Relations (10 minutes) Appointment of Election Judges Resolution Michelle Trelstad, Executive Director of Community Education & Government Relations	
	Appendix G	20
9.	Elementary & Secondary Education	
	9.A. Morris Leatherman Community Survey Results Peter Leatherman, The Morris Leatherman Company	
	Appendix H	26
	9.B. Mental Health Supports Update Becky Brodeur, Associate Superintendent for Middle Schools & Student Services; Nate Manaen, Director of Student Services; Julia Messenger, Assistant Director of Mental Health & Emotional Wellness	
	Appendix I	43
10.	Finance (20 minutes) Preliminary Tax Certification for Taxes Payable 2024 Michelle Vargas, Chief Financial Officer	
	Appendix J	51
11.	General Counsel (8 minutes)	
	11.A. Policy 506.0 District Student Discipline Policy - First Read Tim Palmatier, General Counsel	
	Appendix K	59
	11.B. Policy 413.0 Harassment, Violence and Discrimination Policy - First Read Tim Palmatier, General Counsel	
	Appendix L	73
12.	Board Correspondence & Communication	
13.	Adjourn	

ANOKA-HENNEPIN SCHOOLS

A FUTURE WITHOUT LIMIT

School Board Meeting Agenda

September 25, 2023

Dates to Remember

- 1. September 25** **Regular School Board Meeting, Sandburg Education Center, 6:30 p.m.**
2. October 2 No Elementary Students, PLC/Conf/Staff Development
3. October 2 Board Policy Committee Meeting, Educational Service Center, 4:30 p.m.
4. **October 9** **School Board Work Session, Educational Service Center, 5:30 p.m.**
5. October 12 CIAC, Educational Service Center, 5:30 p.m.
6. October 18 No Students, Staff Development
7. October 19-20 EM Professional Conference, No School
8. **October 23** **Regular School Board Meeting, Sandburg Education Center, 6:30 p.m.**

To contact the School Board, go to www.ahschools.us/schoolboard and click on School Board Members.

The largest school district in Minnesota, Anoka-Hennepin serves 36,606 students and 242,300 residents living in Andover, Anoka, Blaine, Brooklyn Center, Brooklyn Park, Champlin, Coon Rapids, Dayton, Fridley, Ham Lake, Nowthen, Oak Grove and Ramsey. The district was established in 1952.



Marci Anderson
CHAIR



Nicole Hayes
VICE CHAIR



Jeff Simon
CLERK



Erin Heers-McArdle
TREASURER



Matt Audette
DIRECTOR



Kacy Deschene
DIRECTOR

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**MINUTES OF MEETING
SCHOOL BOARD OF INDEPENDENT SCHOOL DISTRICT NO. 11
(Anoka-Hennepin School District)
STATE OF MINNESOTA**

The School Board of Anoka-Hennepin Independent School District No. 11 held a work session on **Monday, September 11, 2023**, at the Educational Service Center, Anoka, Minnesota.

Chair Anderson called the meeting to order at 5:30 p.m.

The following members were present: Marci Anderson, Matt Audette, Kacy Deschene, Nicole Hayes, and Erin Heers-McArdle. Jeff Simon was absent.

Vice Chair Hayes motioned to approve the Board Agenda as presented. Erin Heers-McArdle seconded. Motion passed on a 5-0 vote.

CONSENT AGENDA

Vice Chair Hayes moved and Erin Heers-McArdle seconded the motion to approve the following **consent agenda** items:

- a. **Minutes** from the August 24, 2023, School Board meeting.
- b. **Personnel items** as follows:

RETIREMENTS

Name	Current or Most Recent Position	Last Date Employed
Barbara Ashley	ESC, Educ Office Prof Lead Program	09/29/2023
Nancy Ballard	ESC, Educ Office Prof	01/16/2024
Cynthia Miller	ESC, Technical Spec Bindery	10/31/2023
Maryjo T Pieri	Rum River Elementary, Child Nutrition Site Supv	12/08/2023
Margaret E Williams	ESC, Teacher SA-TALS	06/18/2024

RESIGNATIONS, TERMINATIONS

Full Name (FL)	Current or Most Recent Position	Last Date Employed
Adrian Agard	Evergreen Park, Teacher E/BD	06/09/2023
Sara M Anderson	Dayton, Teacher Grade 1	06/09/2023
Melissa Bergin	Northdale Middle, Teacher English	06/09/2023
Kristina Brees	ESC-Special Ed, Teacher Speech Clinician	06/09/2023
Peter Burnham	Morris Bye, Asst Principal Elem 10 Month	08/17/2023
Jennifer Carroll	Coon Rapids Middle, Teacher English	06/09/2023
Wendi E Delmore	McKinley, Teacher Grade 2	06/09/2023
Jennifer Harding	Virtual Academy High School, Teacher Soc Studies - Virtual	06/09/2023
Stephanie A Hicks	Coon Rapids Middle, Teacher Academic Support	06/09/2023
Justine Kim	ESC, Teacher SA-TALS	08/30/2023
Lori Olson	Coon Rapids High, Teacher E/BD	12/01/2023
Jana L Rieck	Champlin Park High, Teacher SA-Student Support	08/25/2023
Chase Vasquez	Andover High, Teacher ASD (AutismSpectrum)	06/09/2023

LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Lois Andringa	S.T.E.P., School Office Supervisor	05/30/2023	08/24/2023
Timothy P Bird	Roosevelt Middle, B/G Custodian Lead	08/21/2023	09/01/2023
John Borene	Champlin Park High, ParaEducator Technology	09/04/2023	11/03/2023
Morgan Burquest	Blaine High, Teacher Social Studies	08/28/2023	11/17/2023
Paul Christensen	Oak View Middle, B/G Custodian	08/04/2023	09/04/2023
ZNhya Davis	RiverTrail Learning Ctr, ParaEducator Spec Ed Cntr Base	09/04/2023	09/29/2023
Lorie Duffy	Sorteberg ECC, ParaEducator Spec Ed Cntr Base	07/20/2023	10/09/2023
Megan Freeman	Andover High, Teacher MSH	08/18/2023	10/27/2023
Tammy Johns	ESC, Technical Specialist	08/25/2023	09/08/2023
Caroline L Justice	Andover DC-Bridges, ParaEducator Spec Ed Cntr Base	09/05/2023	11/30/2023
Brittany Lindberg	Wilson, ParaEducator Spec Ed Cntr Base	09/04/2023	11/24/2023
Heidi N Lovdahl	Rum River Elementary, ParaEducator Special Education	09/04/2023	10/03/2023
Benesha McCall	RiverTrail Learning Ctr, ParaEducator Spec Ed Cntr Base	09/01/2023	11/24/2023
Karan J Murphy	Champlin Park High, ParaEducator Spec Ed Cntr Base	09/04/2023	11/14/2023
Jeremy Nelson	RiverTrail Learning Ctr, ParaEducator Spec Ed Cntr Base	09/04/2023	11/24/2023
Barry R Perreault	Northdale Middle, Teacher Media Specialist Secd	08/29/2023	10/13/2023
Shauni Podkopacz	Sunrise, Teacher SLD	08/28/2023	10/02/2023
Lori Schumann	Roosevelt Middle, Educ Office Prof Data Mgmt	07/31/2023	09/22/2023
Becky M Thronson	Oak View Middle, Teacher English	08/28/2023	10/25/2023
John Valley	Anoka Middle - FM, B/G Building Supervisor	07/24/2023	08/04/2023
Kelsey Wolle	Sorteberg ECC, Teacher EC/SE	08/28/2023	12/01/2023

MODIFIED LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Lydia Anderson	ESC-Special Ed, Teacher Speech Clinician	05/16/2023	11/15/2023
Mary Ebert	Coon Rapids High, B/G Custodian	01/23/2023	09/04/2023
Joelle J Evenson	Champlin Park High, ParaEducator Special Education	01/25/2023	09/08/2023
Katherine Huffman	Northdale Middle, ParaEducator Special Education	01/04/2022	12/04/2023
Jennifer M Jochum	Blaine High, ParaEducator Secondary	03/27/2023	10/02/2023
Doreen Kelly	Mississippi, Child Nutrition Assistant	05/18/2023	09/19/2023
Benesha McCall	RiverTrail Learning Ctr, ParaEducator Spec Ed Cntr Base	04/25/2023	08/31/2023
Heidi Peterson	Ramsey, Teacher Grade 4	02/01/2021	06/30/2023
Shauni Podkopacz	Sunrise, Teacher SLD	10/03/2023	10/18/2023
Heidi Raffety	Andover DC-Bridges, ParaEducator Special Education	04/05/2022	09/13/2023
Tonya Ann Rootes	ChamplinBrklynPk Academy, Teacher Grade K	07/01/2021	06/30/2023
Michele I Sorman	Family Welcome Ctr, ESL Intake Specialist	07/18/2023	01/25/2024

APPOINTMENTS

20230911

1

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Elementary					
Sarah Bale	Wilson, Teacher Grade K	08/28/2023	Bachelors/3	1.0000	\$45,658
Brianna Brolin	Hoover, Teacher Grade 4	08/28/2023	Bachelors/2	1.0000	\$45,658
Janeen Burow	Morris Bye, Teacher SA-Tal Devl	09/05/2023	Masters/10	0.7242	\$51,455
Haley Crosby	ChamplinBrklynPk Academy, Teacher Grade 4	08/28/2023	Bachelors/3	1.0000	\$45,658
Jennifer Dale	Rum River Elementary, Teacher Music Elementary	08/28/2023	Bachelors+45/13	0.9700	\$66,830
Stephanie Dalen	McKinley, Teacher Grade 2	08/28/2023	Bachelors/2	1.0000	\$45,658
Peter Driessen	Brookside, Teacher K-3 Exploration	08/28/2023	Bachelors+15/1	0.4600	\$21,311
Emma Friesen	Johnsville, Teacher Academic Support	08/28/2023	Bachelors/2	1.0000	\$45,658
Magdalena Giampaolo	Hoover, Teacher Grade 1	08/28/2023	Bachelors/1	1.0000	\$45,098
Kelly Hazelwood	Brookside, Teacher K-3 Exploration	08/28/2023	Bachelors/1	0.5600	\$25,255
Katelyn Hemmingsen	Andover, Teacher Grade 4	08/28/2023	Bachelors/1	1.0000	\$45,098
Ashley Howman	Lincoln, Teacher Grade 2	08/28/2023	Masters/2	1.0000	\$53,277
Leah Irmiter	Wilson, Teacher SA-Student Support	08/31/2023	Masters/10	0.9840	\$69,914
Brianne Kalil	Dayton, Teacher K-3 Exploration	08/28/2023	Masters/11	0.6500	\$47,300
Katelyn Karsnia	Lincoln, Teacher Grade K	08/28/2023	Bachelors/1	1.0000	\$45,098
Reece Koehler	Andover, Teacher Grade 2	08/28/2023	Bachelors/1	1.0000	\$45,098
Anna Kregel	Jefferson, Teacher ESL	08/28/2023	Masters/2	1.0000	\$53,277
Samantha Leonard	Sunrise, Teacher Grade 2	08/28/2023	Bachelors/1	1.0000	\$45,098
Susan Martinson	Brookside, Teacher Math Intervention	08/28/2023	Masters/9	0.6500	\$44,816
Melissa Montgomery	Sunrise, Teacher 4-5 Exploration	08/28/2023	Bachelors+45/10	0.8100	\$52,141
Rebecca Nygren	Oxbow Creek, Teacher Grade 1	08/28/2023	Masters/9	1.0000	\$68,948
Tina Olinyk	Ramsey, Teacher Grade 2	08/28/2023	Masters/14	1.0000	\$77,768
Victoria Ostman	University Avenue, Teacher Grade K	08/28/2023	Bachelors/6	1.0000	\$49,793
Emily Pipes	Oxbow Creek, Teacher Grade 3	08/28/2023	Bachelors/1	1.0000	\$45,098
Diane Polzin	Evergreen Park, Teacher Grade 2 LTS	08/28/2023	Masters+60/24	0.3476	\$30,384
Kaylee Sickle	Ramsey, Teacher Grade K	08/28/2023	Bachelors+45/1	1.0000	\$48,610
Maeghan Skog	Brookside, Teacher Grade 4	08/28/2023	Bachelors/2	1.0000	\$45,658
Jennifer Smith	Dayton, Teacher Grade K	08/28/2023	Masters/16	1.0000	\$79,711
Alison Stanke	Eisenhower, Teacher Academic Support	08/28/2023	Bachelors/5	0.5000	\$24,105
Peggy Swanson	McKinley, Teacher Literacy Intervention	08/28/2023	Bachelors/14	0.7600	\$49,131
Shelley L Thomsen	McKinley, Teacher Art Elementary	08/28/2023	Bachelors+30/5	1.0000	\$51,376
Kayela Turner	Jefferson, Teacher Academic Support	08/28/2023	Bachelors/4	0.6977	\$32,817
Olivia Webster	ChamplinBrklynPk Academy, Teacher Literacy	08/28/2023	Bachelors/1	1.0000	\$45,098
Taylor Zabel	Hamilton, Teacher Grade 2	08/28/2023	Bachelors/1	1.0000	\$45,098

APPOINTMENTS

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Secondary					
Elizabeth Armstrong	Coon Rapids Middle, Teacher Science	08/28/2023	Bachelors+30/17	1.0000	\$70,382
Kristin Babineau	Coon Rapids Middle, Teacher Math	08/28/2023	Bachelors/1	1.0000	\$45,098
Marissa Boser	Jackson Middle, Teacher Phys Ed Secondar	08/28/2023	Masters/3	1.0000	\$53,277
Arianna Charon	Champlin Park High, Teacher Spanish	08/28/2023	Bachelors/2	1.0000	\$45,658
Dylan Chiabotti	Blaine High, Teacher Social Studies LTS	08/28/2023	Bachelors/1	0.3102	\$13,988
Joshua Clausen	S.T.E.P., Teacher Career-Technical	08/28/2023	Masters/8	1.0000	\$66,842
Melinda Fierro Westberg	Anoka High, Teacher Science	08/28/2023	Masters+60/18	1.0000	\$90,378
Sydney Fleischman	Coon Rapids Middle, Teacher Social Worker	09/28/2023	Bachelors/4	0.8877	\$41,756
Benjamin Geisler	A-H Regional High School, Teacher Science	08/28/2023	Masters+45/18	1.0000	\$87,676
Brian Gronski	Champlin Park High, Teacher Agriculture	08/28/2023	Bachelors/1	1.0000	\$45,098
Justin Harms	Northdale Middle, Teacher Phys Ed Secondar	08/28/2023	Bachelors/1	1.0000	\$45,098
Jessica Hemmerich	S.T.E.P., Teacher Health Careers	08/28/2023	Bachelors/12	1.0000	\$62,276
Kyle Hemmerich	S.T.E.P., Teacher Career-Technical	08/28/2023	Masters/14	0.5000	\$38,884
William Hill Iv	Champlin Park High, Teacher SA-Admn Intern	08/28/2023	Masters+45/10	1.0000	\$77,794
Holly Johnson	A-H Regional High School, Teacher Social Studies	08/28/2023	Bachelors/1	1.0000	\$45,098
Isaac Kauffman	Coon Rapids Middle, Teacher Social Studies	08/28/2023	Bachelors/1	1.0000	\$45,098
Kassie Kremer	Champlin Park High, Teacher Art Secondary	08/28/2023	Bachelors/1	0.8396	\$37,863
Kathy Landes	Coon Rapids High, Teacher Industrial Tech	08/28/2023	Masters/14	1.0000	\$77,768
Logan M Lindgren	Jackson Middle, Teacher Academic Support	08/28/2023	Bachelors/2	1.0000	\$45,658
Alicia Malewicki	Coon Rapids Middle, Teacher Phys Ed Secondar	08/28/2023	Masters/9	1.0000	\$68,948
Rene Martinez	Andover High, Teacher American Sign Language	08/28/2023	Masters+30/9	1.0000	\$72,952
Lisa Meyer	Oak View Middle, Teacher English LTS	08/29/2023	Bachelors/19	0.2139	\$14,243
Arika Nyhus	Champlin Park High, Teacher Science	08/28/2023	Masters/2	1.0000	\$53,277
Ann Rotondo	Compass - Bell Building, Teacher Science	08/28/2023	Masters/16	1.0000	\$79,711
Anna Sacks	Anoka Middle - FM, Teacher Science	08/28/2023	Masters/3	1.0000	\$53,277
Kathryn Shinn	Blaine High, Teacher English	10/17/2023	Bachelors/4	0.8182	\$38,486
Breanna Smith	Northdale Middle, Teacher Social Worker	08/28/2023	Masters/8	1.0000	\$66,842
Brady Swanstrom	Blaine High, Teacher Health	08/28/2023	Bachelors/1	1.0000	\$45,098
Julia Vicioso	Blaine High, Teacher English	08/28/2023	Bachelors/1	1.0000	\$45,098
Grant Warner	Anoka Middle - FM, Teacher Phys Ed Secondar	08/28/2023	Bachelors/1	1.0000	\$45,098
Jill Waskosky	Northdale Middle, Teacher English LTS	08/30/2023	Masters+30/24	0.3102	\$27,384
Sarah Wurdeman	Coon Rapids Middle, Teacher English	08/28/2023	Bachelors/14	1.0000	\$64,646
Kirstin Wymore	Compass - Bell Building, Teacher SA-Student Support	08/28/2023	Masters+30/15	1.0000	\$83,723
Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Special Education					
Julie Algaard	Coon Rapids Middle, Teacher DD	08/31/2023	Bachelors+30/13	0.9840	\$66,048
Susan Ashton	ESC-Special Ed, Teacher SA-SpEd	08/28/2023	Bachelors+45/4	1.0000	\$51,124

APPOINTMENTS

20230911

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Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Special Education					
Grete Bluhm	Ramsey, Teacher ABS (AcadBehav)	08/28/2023	Bachelors+45/1	1.0000	\$48,610
Nicole Bratton	Oak View Middle, Teacher E/BD	08/28/2023	Bachelors/3	1.0000	\$45,658
Patricia Brehmer	Sorteberg ECC, Teacher EC/SE LTS	08/28/2023	Masters+60/24	0.3369	\$30,038
Ryan Erlandson	Coon Rapids Family Center - Pathways, Teacher ABS	08/28/2023	Bachelors/1	1.0000	\$45,098
Erin Freitag	Coon Rapids High, Teacher ABS (AcadBehav)	08/28/2023	Bachelors+15/4	1.0000	\$48,512
Patrick Frigerio	Coon Rapids Middle, Teacher ABS (AcadBehav)	08/28/2023	Bachelors/5	4.0000	\$48,210
Laura Gaustad	Ramsey, Teacher ABS (AcadBehav)	08/28/2023	Bachelors/2	1.0000	\$45,658
David Hall	RiverTrail Learning Ctr, Teacher ABS (AcadBehav)	08/28/2023	Bachelors/2	1.0000	\$45,658
Allison Haugen	Jackson Middle, Teacher ABS (AcadBehav)	08/28/2023	Bachelors+30/4	1.0000	\$49,769
Scott Havn	Anoka High, Teacher ABS (AcadBehav)	08/28/2023	Masters/1	1.0000	\$51,689
Lisa Head	Coon Rapids High, Teacher SLD	08/28/2023	Masters/14	1.0000	\$77,768
Nicole Higby	Andover, Teacher Social Worker	08/28/2023	Masters/6	1.0000	\$60,655
Tyler Koll	Coon Rapids High, Teacher ABS (AcadBehav)	08/28/2023	Bachelors/1	1.0000	\$45,098
Michelle Koopman	ESC-Special Ed, Teacher Nurse	08/28/2023	Masters+60/14	1.0000	\$87,743
Pamela Leindecker	Blaine High, Teacher SLD LTS	08/28/2023	Masters+60/24	0.3439	\$30,384
Joel Lokken	Sand Creek, Teacher ABS (AcadBehav)	08/28/2023	Bachelors+15/1	1.0000	\$46,328
Adam Ludwig	Andover High, Teacher ABS (AcadBehav)	08/28/2023	Bachelors+45/7	1.0000	\$56,982
Reed Moe	Jackson Middle, Teacher Special Educ Lead	08/28/2023	Bachelors/2	1.0000	\$45,658
Hayley Myhre	Anoka Middle - WA, Teacher E/BD	08/28/2023	Bachelors/2	1.0000	\$45,658
Bryana L Pulsifer	Anoka Middle - FM, Teacher DD	08/28/2023	Bachelors+30/2	1.0000	\$48,160
Alyssa Rades	Oak View Middle, Teacher ABS (AcadBehav)	08/28/2023	Bachelors/1	1.0000	\$45,098
Alyssa Rischer	RiverTrail Learning Ctr, Teacher E/BD	08/28/2023	Bachelors/1	1.0000	\$45,098
Theresa Soucy	RiverTrail Learning Ctr, Teacher ASD	08/28/2023	Bachelors/1	1.0000	\$45,098
Yadira Stanfield-Langton	Monroe, Teacher SLD	08/28/2023	Masters+15/9	1.0000	\$70,999
Tsion Teshome	Eisenhower, Teacher Social Worker	08/28/2023	Bachelors+45/4	1.0000	\$51,124
Savanah Vee	Evergreen Park, Teacher ABS (AcadBehav)	08/28/2023	Bachelors/1	1.0000	\$45,098
Nicole Wahl	Roosevelt Middle, Teacher ABS (AcadBehav)	08/28/2023	Bachelors+30/4	1.0000	\$49,769
Valerie Weaver	Andover High, Teacher DD LTS	08/28/2023	Masters+60/24	0.2273	\$21,071
Justin Webb	ChamplinBrklynPk Academy, Teacher E/BD	08/28/2023	Bachelors/1	1.0000	\$45,098
Morgan White	Oxbow Creek, Teacher ASD (AutismSpectrum)	08/28/2023	Masters/1	1.0000	\$51,689
Samuel Woods	Northdale Middle, Teacher ASD (AutismSpectrum)	08/28/2023	Bachelors+45/3	1.0000	\$49,374

Name	Current or Most Recent Position	Effective Date	Days	Salary
Administrative				
Shawn McGovern	ESC, Enterprise Network Engineer Based on an annual salary of \$90,000 for 260 days	08/24/2023	223	\$76,847
Kirsten Spark	Sand Creek, Asst Principal Elem 10 Month Based on an annual salary of \$105,080 for 260 days	08/22/2023	223	\$90,127

c. Approved Bid #24003B-Anoka Middle School (Fred Moore) Kitchen Fire Restoration.
Motion passed on a 5-0 vote.

The work session then continued with the following agenda items: Morris Leatherman Community Survey Results; Homework Starts With Home; K-3 Legislation Update; and Health Services Updates.

Kacy Deschene highlighted the great start to the year and reported feedback from the boundary changes transition was going well. Erin Heers-McArdle shared that she visited Sandburg Regional High School and the change in sites for that program is positive and there was much excitement in the building with their new location.

Chair Anderson proposed that pursuant to Minnesota Statute 13D.03 Subd. 1, that they move into a closed session to deal with matters of labor negotiations for the following bargaining groups: Teachers, Child Nutrition Site Sups, Custodians, Ed. Support Professionals, Principals, School Office Supervisors, SpEd Supervisors, Tech. Specialists. The closed session will be held in Room 111. Vice Chair Hayes seconded the motion to go into closed sessions. Motion carried.

Chair Anderson recessed the meeting at 7:37 p.m. The meeting reconvened in closed executive session at 7:48 p.m. to discuss negotiations.

The meeting reconvened in open session at 8:43 p.m. Vice Chair Hayes moved and Erin Heers-McArdle seconded the motion to adjourn the meeting. Motion passed.

Nicole Hayes, Acting Clerk
Anoka-Hennepin Independent School District No. 11

Marci Anderson, Chair

Prepared by: Debbie Koffski, CPS
Recorder

Approved: _____

APPENDIX B

20230925

1

Moved that the Board accepts the personnel recommendations and authorizes the appropriate Board officer(s) or School District administrator(s) to sign all documents necessary to effectuate these agreements.

RETIREMENTS

Name	Current or Most Recent Position	Last Date Employed
Maureen L Larson	Jackson Middle, ParaEducator Special Education	12/01/2023
Valerie A Olson	Anoka Middle - FM, Educ Office Prof Data Mgmt	12/29/2023
Mary Shutrop	Champlin Park High, Child Nutrition Assistant	10/18/2023

RESIGNATIONS, TERMINATIONS

Full Name (FL)	Current or Most Recent Position	Last Date Employed
Sara A Greenhoe	Hamilton, Teacher Phys Ed Elementary	09/22/2023

APPENDIX B

20230925

1

Moved that the Board accepts the personnel recommendations and authorizes the appropriate Board officer(s) or School District administrator(s) to sign all documents necessary to effectuate these agreements.

LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Krystyne F Hable-Lafean	Sand Creek, Teacher E/BD	08/28/2023	09/22/2023
Tammie Joplin	ESC - Transportation, ParaEducator Bus	07/01/2023	10/23/2023
Samantha Miller	Blaine High, ParaEducator Spec Ed Cntr Base	09/08/2023	09/22/2023
Lisa Norling	ESC, Confidential Employee	08/29/2023	09/29/2023
Katherine Olson	Lincoln, Teacher Grade 3	09/18/2023	10/03/2023
Ashley A Plank	Blaine High,	09/19/2023	11/30/2023
Erica Reiners	Oak View Middle, Teacher Family Consumer Sci	08/28/2023	09/04/2023
Rachel Sargent	Morris Bye, Teacher Grade 2	07/31/2023	10/06/2023
Joanne Taylor	McKinley, ParaEducator Special Education	09/13/2023	10/17/2023

MODIFIED LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Chad Anderson	Adams, B/G Building Supervisor	05/04/2023	10/27/2023
Ramona Anderson	Wilson, ParaEducator Elementary	09/18/2023	12/19/2023
Bonnie J Booth	University Avenue, B/G Custodian	06/15/2023	09/15/2023
Gary Cocchiarella	Mississippi, B/G Building Supervisor	06/07/2023	09/08/2023
Joelle J Evenson	Champlin Park High, ParaEducator Special Education	01/25/2023	11/17/2023
Jennie Ferderer	Sunrise, Teacher Literacy Intervention	08/24/2023	09/15/2023
Tiffany Johnson	Andover DC-Bridges, ParaEducator Spec Ed Cntr Base	03/23/2022	03/30/2024
Heidi N Lovdahl	Rum River Elementary, ParaEducator Special Education	09/04/2023	10/02/2023
Lori Schumann	Roosevelt Middle, Educ Office Prof Data Mgmt	07/31/2023	09/13/2023

APPOINTMENTS

20230925

1

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Elementary					
Emma Anderson	Sunrise, Teacher Grade 1	08/28/2023	Bachelors/3	1.0000	\$45,658
Sarah Goar	Ramsey, Teacher Literacy Intervention	08/28/2023	Bachelors+15/1	0.5000	\$23,164
Chelsea Johnson	Dayton, Teacher Grade 1	08/28/2023	Bachelors/1	1.0000	\$45,098
Meranda Peterson	Johnsville, Teacher K-3 Exploration	08/28/2023	Bachelors/1	1.0000	\$45,098
Christa Potter	Johnsville, Teacher K5 Core Inst Support	08/31/2023	Bachelors/3	0.9840	\$44,926
Mary Wik	Jefferson, Teacher SA-Tal Devl	11/06/2023	Bachelors+15/12	0.6690	\$43,248

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Secondary					
Kelly Ausland	Northdale Middle, Teacher Math	08/28/2023	Bachelors/6	0.8000	\$39,834
Jason Hayek	Blaine High, Teacher Social Studies	08/28/2023	Bachelors+45/1	1.0000	\$48,610
Cori McKenzie	Blaine High, Teacher English LTS	09/12/2023	Masters+60/17	0.1765	\$15,871
Jessica Stephani	Coon Rapids High, Teacher Spanish	08/28/2023	Bachelors/4	1.0000	\$47,038
Catherine Varichak	Northdale Middle, Teacher English	08/28/2023	Bachelors/1	1.0000	\$45,098

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Special Education					
Madeline Benson	Anoka Middle - FM, Teacher ABS (AcadBehav)	08/28/2023	Bachelors/1	1.0000	\$45,098
Kristina DeLion	ChamplinBrklynPk Academy, Teacher ABS	08/28/2023	Bachelors/1	0.5000	\$22,549
Karen Gabriel	ESC-Special Ed, Teacher MMH	09/18/2023	Masters+60/24	0.2737	\$23,173
Nancy Hugh	Coon Rapids Middle, Teacher ABS (AcadBehav)	08/28/2023	Bachelors+15/1	1.0000	\$46,328
Jeanne Jordan	ESC-Special Ed, Teacher Speech Clinician	08/28/2023	Masters+60/24	0.1994	\$17,775
James Richardson	Coon Rapids Middle, Teacher E/BD	09/13/2023	Masters/MA	0.9465	\$70,908
Julie Wood	Johnsville, Teacher E/BD	09/05/2023	Masters+15/5	0.9786	\$58,609
Cynthia Zidar	ESC-Special Ed, Teacher Adapt Phy Ed	09/06/2023	Masters+60/24	0.3957	\$36,688

Name	Current or Most Recent Position	Effective Date	Days	Salary
Administrative				
This section returned no records				

MOTION

Date:

September 25, 2023

That these disbursements as presented, excluding net payroll, be allowed and charged to funds as follows:

Fund No.	Description	Amount
	Checks	\$ 12,966,737.98
01	General	10,128,964.63
02	Food Service	580,621.83
04	Community Service	472,549.85
06	Building Construction	1,689,771.67
07	Bond & Interest K-12	-
20	Health-Self Insurance	94,830.00
21	Dental-Self Insurance	-
22	Work. Comp.-Self Insurance	-
47	OPEB Debt Service	-
	Electronic Payments	\$ 20,304,530.52
01	General	13,351,005.97
02	Food Service	125,951.25
04	Community Service	735,838.81
06	Building Construction	-
07	Bond & Interest K-12	-
20	Health-Self Insurance	5,046,204.14
21	Dental-Self Insurance	797,977.10
22	Work. Comp.-Self Insurance	247,553.25
47	OPEB Debt Service	-
	ACH Payments	\$ 2,814,044.27
01	General	2,039,942.43
02	Food Service	118,885.58
04	Community Service	20,209.63
06	Building Construction	489,507.56
07	Bond & Interest K-12	6,231.70
20	Health-Self Insurance	126,475.37
22	Work. Comp.-Self Insurance	12,792.00
	P-Card	\$ 170,037.33
01	General	130,439.06
02	Food Service	1,021.46
04	Community Service	38,576.81
06	Building Construction	-
20	Health-Self Insurance	-
	TOTAL DISTRICT	\$ 36,255,350.10

ANOKA HENNEPIN DISTRICT NO. 11
MONTHLY CASH BALANCES - FY24

	GENERAL 01-101	FOOD SERVICE 02-101	COMMUNITY SERVICE 04-101	BUILDING CONSTRUCTION 06-101 ¹	DEBT SERVICE 07-101	EMP BENE HEALTH 20-101	EMP BENE DENTAL 21-101	EMP BENE WORK COMP 22-101	OPEB DEBT SERVICE 47-101	TOTAL CASH	CASH INVESTMENTS	BUILDING CONSTRUCTION INVESTMENT	SCHOLARSHIP INVESTMENT	TOTAL ALL BALANCES	FY23 Total All Balances (1 year ago comparison)
07/01/23	167,625,306	9,661,551	12,168,757	(2,844,745)	9,201,166	24,002,428	3,225,038	2,287,027	1,304,644	226,631,172	10,000,000	16,854,844	712,365	254,198,381	273,086,188
07/31/23	137,645,718	9,351,636	11,562,339	(619,251)	6,724,711	17,724,437	2,897,721	2,104,797	1,381,049	188,773,157	10,000,000	13,071,820	688,427	212,533,404	241,851,628
08/31/23	168,372,920	9,385,665	11,533,868	(2,681,823)	6,325,755	14,225,288	2,294,219	2,066,908	1,358,476	212,881,277	10,000,000	13,124,816	509,804	236,515,897	271,684,755
09/30/23										0				0	
10/31/23										0				0	
11/30/23										0				0	
12/31/23										0				0	
01/31/24										0				0	
02/28/24										0				0	
03/31/24										0				0	
04/30/24										0				0	
05/31/24										0				0	
06/30/24										0				0	

¹ Building Construction Fund is negative because funds are transferred from the Building Construction investment account on a reimbursement basis.

ANOKA-HENNEPIN DISTRICT NO. 11
MONTHLY DONATION REPORT
September 2023

DATE	DONOR	DONEE	PURPOSE	TYPE	AMOUNT
08/18/23	AHEF	Dayton Elementary	Fun Run Student Supplies	General	206.77
08/18/23	King Solutions, Inc	Hamilton Elementary	General Supplies	General	34.20
08/18/23	Blaine Juniors Volleyball	Blaine High School	Summer Weights Program - Staff Salaries	General	3,420.00
08/18/23	Blaine Basketball Volunteers	Blaine High School	Boys Basketball Uniforms	General	425.00
08/18/23	The Blackbaud Giving Fund	Blaine High School	General School Supplies	General	2.00
08/18/23	Frontstream SPV LLC	Blaine High School	General School Supplies	General	96.00
08/18/23	FIRST	Blaine High School	Robotics Team Expenses	General	4,000.00
08/18/23	Target Corporation c/o CyberGrants	Blaine High School	General School Supplies	General	40.00
08/18/23	American Online Giving Foundaton	Oxbow Creek Elementary	School Supplies	General	291.30
08/18/23	Target Corporation c/o CyberGrants	Eisenhower Elementary	Student Incentives	General	10.00
08/18/23	Charities Aid Foundation America c/o CyberGrants	Eisenhower Elementary	Student Incentives	General	104.00
08/24/23	Andover Volleyball Booster Club	Andover high school	Add'l Coaches	General	9,733.72
08/24/23	The Blackbaud Giving Fund	Champlin Park High School	Student Recongnition	General	108.00
08/24/23	The Blackbaud Giving Fund	Champlin Park High School	Student Recongnition	General	160.00
08/24/23	Target Corporation C/O CyberGrants, LLC	Blaine High School	General School Supplies	General	40.00
08/24/23	Casey's General Store	Blaine High School	General School Supplies	General	14.80
08/24/23	Target Corporation	Anoka Middle School for the Arts	Non-instructional supplies	General	20.00
08/24/23	Coca Cola Give - King Solutions, Inc	Anoka High School	Student and Staff Incentives	General	71.60
08/24/23	Schwab Charitable	Anoka Middle School for the Arts	Support of the AMSA Fred Moore Band Program	General	1,000.00
08/24/23	The Margaret A. Cargill Foundation Emplpyee Matching	AHS Girls Cross Country Team	Girls Cross Country Supplies	General	1,500.00
08/25/23	Champlin Park Rebels Boys Hoops Booster Club	Champlin Park High School	Boys Basketball Uniforms	General	660.00
08/28/23	Mat Banditis	Coon Rapids High School	Boys & Girls nordic ski supplies, equipment, fees	General	5,000.00
08/28/23	Mat Banditis	Coon Rapids High School	Boys & Girls nordic ski supplies, equipment, fees	General	5,000.00
08/28/23	Mat Banditis	Coon Rapids High School	CRHS Fall Dance related fees and supplies	General	5,000.00
08/28/23	Mat Banditis	Coon Rapids High School	CRHS student body t-shirts & printing costs	General	3,000.00
08/28/23	The Black Giving Fund/Your Cause	Oakview Middle School	Student incentives and recongnition	General	40.00
08/28/23	Andover Girls Soccer Booster Club	Andover HS	G Soccer program use	General	3,258.00
08/29/23	Cafe Zupas	Blaine High School	Gernal Supplies	General	1,000.00
08/29/23	Target Corporation c/o CyberGrants	Blaine High School	Gernal Supplies	General	40.00
08/29/23	The Blackbaud Giving Fund	CBPA	Supplies for School	General	20.00
08/24/23	Target Corporation	Anoka Middle School for the Arts	Non-instructional supplies	General	20.00
08/31/23	Anoka Tornadoes Football Booster Club	Anoka HS	Add'l ESA'S/ Coaches	General	22,455.00
08/31/23	Mat Bandits	CRHS Gymnastics	Gymnastics supplies, fees, competitions,ect.	General	5,000.00
08/31/23	American Online Giving Foundation	University Avenue ACES Elem.	Supplies, Ect.	General	132.12
08/31/23	Mat Bandits	CRHS	Winter dance line supplies, fees, competitions, ect	General	5,000.00
08/31/23	The Blackbaud Giving Fund	Champlin Park High School	Student Recognition	General	40.00
08/31/23	The Blackbaud Giving Fund by it's agent, YourCause	Sand Creek Elementary	Classroom/Student Supplies	General	420.00
08/31/23	Mat Bandits	CRHS	5000.00 to each: Boys Golf, Girls Golf, Boys track, Gir	General	20,000.00
08/31/23	The Black Giving Fund by its agent, YourCause	Andover High School	General Instruct Usage	General	20.00

09/12/23	Target Corporation C/O CyberGrants	Rum River Elementary	Student/General Supplies	General	10.00
09/12/23	Target Corporation C/O CyberGrants	Rum River Elementary	Student/General Supplies	General	10.00
09/12/23	Bengal Touchdown Club	Blaine High School	Summer Weight Program- Staff Salaries	General	13,000.00
09/12/23	The Blackbaud Giving Fund by its agent, YourCause	Blaine High School	General School Supplies	General	2.00
09/12/23	Culligan Water	SPED	Staff water cooler account closed donation	General	9.10
09/08/23	The Blackbaud Giving Fund/Your Cause	OVMS	Student incentives and recognition	General	40.00
09/08/23	The Blackbaud Giving Fund	Jackson Middle School	Student Supplies	General	40.00
09/08/23	Medtronic: The Blackbaud Giving Fun by its agent, Yo	Roosevelt Middle School	Supplies	General	400.00

*MATERIAL, EQUIPMENT, OR LABOR DONATION

TOTAL \$ 110,893.61

STUDENT ACTIVITIES

DATE	DONOR	DONEE	PURPOSE	TYPE	AMOUNT
TOTAL					<u> </u>

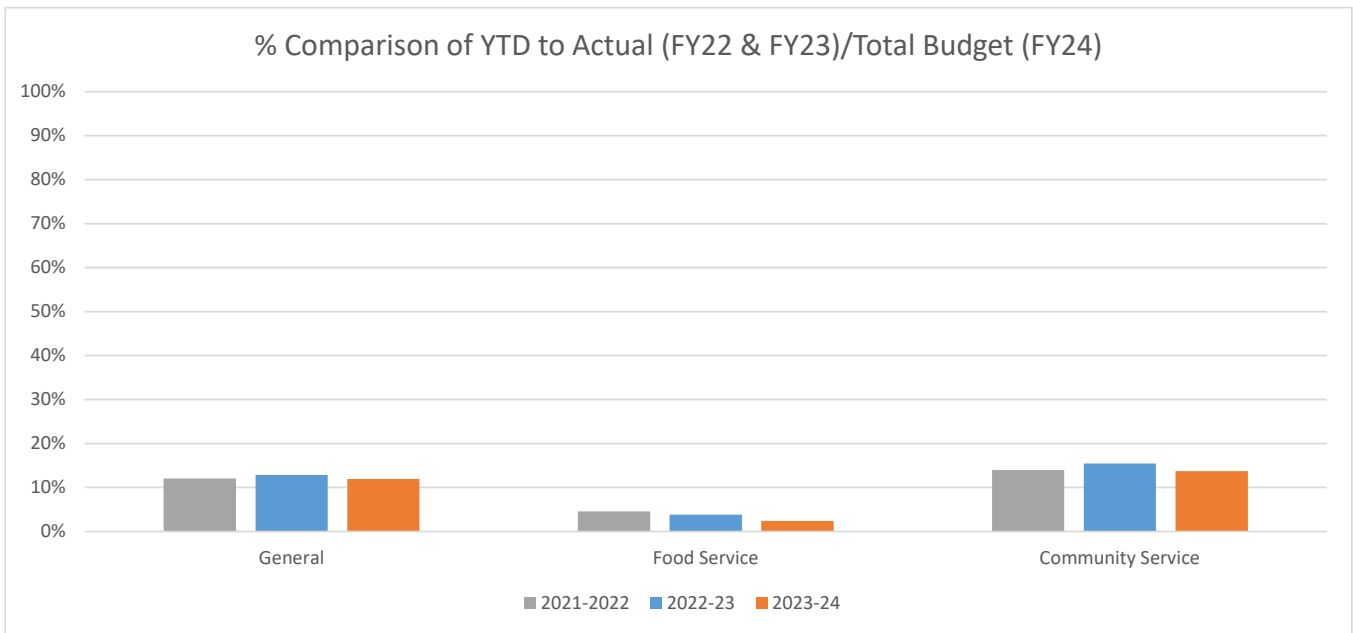
SCHOLARSHIP DONATIONS

DATE	DONOR	DONEE	PURPOSE	TYPE	AMOUNT
08/29/23	Chamberlain, Ronald & Sonja	Anoka High School	Class of 63 Scholarship	Scholarship	100.00
09/11/23	CP Lax Booster	Chaplin Park High School	CP LAX Booster Scholarship	Scholarship	500.00
08/16/23	CPHS Volleyball Booster Club	Chaplin Park High School	CPHS Volleyball Booster Club Scholarship	Scholarship	500.00
09/07/23	Debban, Virg or Diane	Anoka High School	Class of 63 Scholarship	Scholarship	50.00
09/15/23	Eveland, Patricia	Anoka High School	Class of 63 Scholarship	Scholarship	300.00
09/15/23	Ledoux, Gail	Anoka High School	Class of 63 Scholarship	Scholarship	50.00
08/29/23	Levendowski, Dennis	Anoka High School	Class of 63 Scholarship	Scholarship	100.00

08/29/23	Loew, Patricia & Robert	Anoka High School	Class of 63 Scholarship	Scholarship	200.00
08/29/23	Mox, Beryl / Luke, Jane / Carolan, Susan	Anoka High School	Class of 63 Scholarship	Scholarship	50.00
			SCHOLARSHIP TOTALS	\$	<u>1,850.00</u>
			TOTAL DONATIONS	\$	<u><u>112,743.61</u></u>

**Anoka-Hennepin ISD #11
Statement of Revenues
For the month ended Aug 31, 2023**

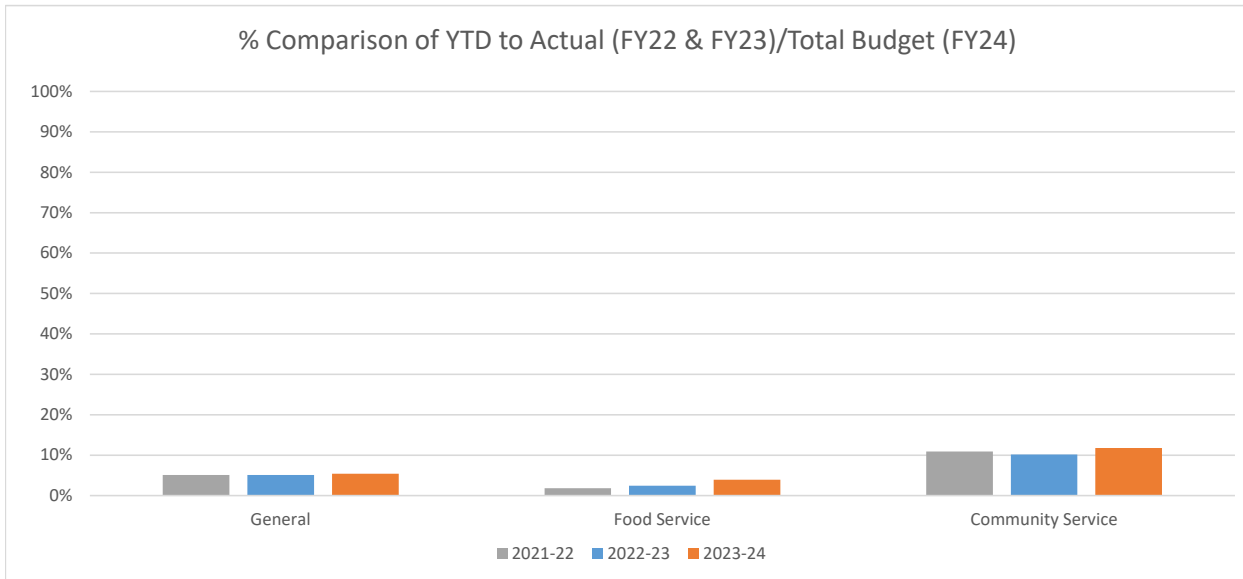
Fund	Month to Date	Year to Date	Budget	FY23 YTD is % of Budget FY21 & FY22 YTD is % of Actual		
				2023-24	2022-23	2021-2022
General	59,708,576	73,754,639	617,825,830	12%	13%	12%
Food Service	174,177	643,265	26,803,221	2%	4%	5%
Community Service	1,749,693	3,804,238	27,718,687	14%	15%	14%
Building Construction ¹	52,996	91,055	20,000	455%	3098%	-11%
Debt Service	3,924	1,752,925	15,394,194	11%	16%	9%
Trust	-	-	750,000	0%	0%	0%
Total All Funds	\$ 61,689,366	\$ 80,046,122	\$ 688,511,932	12%	13%	12%



¹Conservative budgeting

**Anoka-Hennepin ISD #11
Statement of Expenditures
For the month ended Aug 31, 2023**

Fund	Month to Date	Year to Date	Budget	FY23 YTD is % of Budget FY21 & FY22 YTD is % of Actual		
				2023-24	2022-23	2021-22
				General		
Salaries & Benefits	7,554,928	12,641,927	498,124,467	3%	3%	3%
Purchased Services	3,023,477	3,986,685	57,920,406	7%	5%	5%
Supplies	2,891,242	7,430,871	25,741,355	29%	24%	33%
Capital Expenditures	7,128,722	8,604,629	25,118,614	34%	25%	34%
Other Exp & Transfers	268,641	471,995	4,058,066	12%	11%	13%
Total General Fund	\$ 20,867,010	\$ 33,136,106	\$ 610,962,908	5%	5%	5%
Food Service	735,848	952,923	24,429,676	4%	2%	2%
Community Service	2,177,910	3,229,592	27,419,770	12%	10%	11%
Building Construction	1,213,227	1,268,802	8,850,000	14%	6%	-13%
Debt Service	3,100	4,152,151	15,444,303	27%	28%	29%
Trust	-	-	750,000	0%	0%	0%
Total All Funds	\$ 24,997,095	\$ 42,739,575	\$ 687,856,657	6%	6%	5%





Anoka County
PROPERTY RECORDS & TAXATION DIVISION
Elections & Voter Registration

MEMORANDUM

TO: Anoka-Hennepin Independent School District No. 11 School Board Members
FROM: Tom Hunt, Anoka County Elections Manager
DATE: September 9, 2023
SUBJECT: Resolution Appointing Election Judges for the School District General to Be Held November 7, 2023

The Anoka County Office of Elections & Voter Registration has recruited the attached list of Election Judges for the Anoka-Hennepin Independent School District No. 11 election on November 7, 2023.

All Election Judges will be required to complete a 2-hour training course focusing on election judge duties, voting equipment and electronic poll book operation, as well as a review of election laws and procedures. Head Judges and Assistant Head Judges will receive additional training on precinct management and statistics reconciliation. Most judges chosen to serve worked at least one election in 2022, with many having served as precinct supervisors in past elections.

The board is required to make these appointments no later than 25 days prior to the election and this action fulfills that requirement. The resolution also authorizes our office to make additional appointments as circumstances require, provided the persons appointed meet all requirements of Minnesota statutes and administrative rules.

Pursuant to our approved Joint Powers Agreement, these persons are being hired as employees of Anoka County. Anoka-Hennepin Independent School District No. 11 will reimburse the county for these personnel costs post-election.

Respectful, Innovative, Fiscally Responsible

2100 3rd Avenue ▲ Anoka, MN 55303 ▲ www.anokacounty.us/elections
elections@co.anoka.mn.us ▲ 763-324-1300 ▲ FAX: 763-324-1160

Affirmative Action / Equal Opportunity Employer

**RESOLUTION APPOINTING ELECTION JUDGES
FOR THE SCHOOL DISTRICT GENERAL ELECTION
TO BE HELD NOVEMBER 7, 2023**

WHEREAS, Anoka-Hennepin Independent School District No. 11 will be conducting a General Election on November 7, 2023; and

WHEREAS, pursuant to Minnesota Statutes Section 204B.21, election judges for precincts in a school district election must be appointed by the board of that school district; and

WHEREAS, persons selected to serve meet all requirements of MN statute and county administrative policy, and have been trained and certified pursuant to law.

NOW THEREFORE, BE IT RESOLVED BY THE SCHOOL BOARD OF ANOKA-HENNEPIN INDEPENDENT SCHOOL DISTRICT NO. 11, STATE OF MINNESOTA, as follows:

- 1) The individuals listed on Attachment A are hereby appointed to serve as election judges for the School District General Election to be held on November 7, 2023.
- 2) In the event circumstances require judges to be appointed in addition to the persons named in this resolution, the Clerk of Election is authorized to appoint as necessary, provided that the persons appointed meet all requirements of MN statute and administrative policy.

Attachment A

**Election Judges Appointed to Serve
2023 School District General Election of November 7, 2023**

ISD 11 SB1-P1 Ramsey Municipal Center, 7550 Sunwood Drive NW, Ramsey, MN 55303

Del Howe, Head Judge
Jeri Bates, Assistant Head Judge
Jamma Jiggo, Election Judge
Diane Rose, Election Judge
Dwight Gibson, Election Judge
Susan Fox, Election Judge
Cyndi Lemmon, Election Judge

ISD 11 SB1-P2 Ramsey Public Works Facility, 14199 Jasper Street NW, Ramsey, MN 55303

Kevin Efram, Head Judge
Sarah Cooper, Assistant Head Judge
Tim Galvin, Election Judge
Barbara Olson, Election Judge
Brian Rudrud, Election Judge
Peggy Howe, Election Judge
Michael Schilling, Election Judge

ISD 11 SB1-P3 Anoka Covenant Church, 752 Grant Street, Anoka, MN 55303

Michael A St. John, Head Judge
Tom Popsun, Assistant Head Judge
Craig Bakken, Election Judge
Nancy Posl, Election Judge
Mariana Bressler, Election Judge
Harvey Koenig, Election Judge
Geraldine Buck, Election Judge

ISD 11 SB1-P4 Zion Lutheran Church, 1601 4th Avenue, Anoka, MN 55303

JoAnn Lawrence, Head Judge
Al Ferber, Assistant Head Judge
Linda Evavold, Election Judge
Amy Storricks, Election Judge
Carol Harmon, Election Judge
Roni Brunner, Election Judge
Donna Thibodeau, Election Judge
Marivic Engquist, Election Judge

ISD 11 SB1-P5 Greenhaven Golf Club, 2800 Greenhaven Road, Anoka, MN 55303

Jody Anderson, Head Judge
 Grant Quinn, Assistant Head Judge
 Robert Paddock, Election Judge
 Tadhg Mac an Bhaird, Election Judge
 Leanne Thyken, Election Judge
 Chuck Thibodeau, Election Judge
 Don Manion, Election Judge
 Margaret Miller, Election Judge

ISD 11 SB2-P1 Bridgewood Community Church, 11670 Lexington Ave NE, Blaine, MN 55449

Justin Ernst, Head Judge
 Kathy Miller, Assistant Head Judge
 Terry Wold, Election Judge
 Sue McBride, Election Judge
 Brian Berglin, Election Judge
 Evelyn Nelson, Election Judge
 Kathie Kelly, Election Judge

ISD 11 SB2-P2 Oak Park Community Church, 12050 Aberdeen Street NE, Blaine, MN 55449

Leon Tibben, Head Judge
 Teresa Rolf, Assistant Head Judge
 Sherri Ruf, Election Judge
 Albert Nyembwe, Election Judge
 Jalwa Khan, Election Judge
 Jill Bjornson, Election Judge
 Roger Langerud, Election Judge

ISD 11 SB2-P3 Blaine United Methodist Church, 621 115th Avenue NE, Blaine, MN 55434

Rebecca Cook, Head Judge
 Joni Dustin, Assistant Head Judge
 Karen Varian, Election Judge
 Liliya Ustimchuk, Election Judge
 Paulette Kostick, Election Judge
 Nancy Case, Election Judge
 May VanderLaan, Election Judge
 Joseph Miller, Election Judge

ISD 11 SB2-P4 King of Glory Church, 10103 University Avenue NE, Blaine, MN 55434

Martha Matern, Head Judge
 Maggie Akhavan, Assistant Head Judge
 Cal Strelau, Election Judge
 Sandra Padock, Election Judge
 Amy LaMere, Election Judge
 Sandra Moinicken, Election Judge
 Leanne Peterson, Election Judge
 Kris Gernes, Election Judge

ISD 11 SB2-P5 Bunker Hills Golf Club, 12800 Bunker Prairie Road NW, Coon Rapids, MN 55448

Thiru Krish, Head Judge
Victor Johnson, Assistant Head Judge
Douglas Kurpiers, Election Judge
Virgil Rose, Election Judge
Claudia Hodges, Election Judge
Corinne Knapp, Election Judge
Larry Rolf, Election Judge
Jared Bagley, Election Judge

ISD 11 SB5-P1 Evergreen Park Elementary School, 7020 Dupont Avenue N, Brooklyn Center, MN 55430

Naomi Peterson, Head Judge
Franklin Heller, Assistant Head Judge
Beverly Wuertz, Election Judge
Karen Attia, Election Judge
Gayle Merritt, Election Judge
Kenneth Bueckers, Election Judge
Denis Tilong, Election Judge
Kemoh Turay, Election Judge

ISD 11 SB5-P2 Waycross Evangelical Church, 7733 West River Road, Brooklyn Park, MN 55444

Lynn Holter, Head Judge
Lucinda Johnson, Assistant Head Judge
Mary Kalk, Election Judge
David Jones, Election Judge
Carla Johnson, Election Judge
Jean Jones, Election Judge
Richard Brosseau, Election Judge

ISD 11 SB5-P3 Edinbrook Church, 4300 Edinbrook Parkway, Brooklyn Park, MN 55443

Kirk Enzenauer, Head Judge
Bernice Petersen, Assistant Head Judge
Bill Obedoza, Election Judge
Susan Schmidt, Election Judge
Vernitta Moore, Election Judge
Marie Kynell, Election Judge
Angie Clarke, Election Judge
Carol Schmitz, Election Judge

ISD 11 SB5-P4 Oxbow Creek Elementary School, 6505 109th Avenue, Champlin, MN 55316

David Zerby, Head Judge
Lynn Sutherland, Assistant Head Judge
Carlos Vargas, Election Judge
Lorraine Coan, Election Judge
Joan Plantenberg Witzig, Election Judge
Stephanie Lundquist, Election Judge
Pat Miller, Election Judge

ISD 11 SB5-P5 Springbrook Nature Center, 100 85th Avenue NE, Fridley, MN 55432

David Teske, Head Judge
Charles McGee, Assistant Head Judge
Beverly Herkenratt, Election Judge
Mary Paye, Election Judge
Lorna Kloeppe, Election Judge
Wesley Wyrick, Election Judge
Carol Hatcher, Election Judge

ISD 11 SB5-P6 Emma B. Howe YMCA, 8950 Springbrook Drive NW, Coon Rapids, MN 55433

Laurel Jedamus, Head Judge
Gail Owen, Assistant Head Judge
Milo Hartmann, Election Judge
Kathy Tingelstad, Election Judge
Robert Gagner, Election Judge
James Davis, Election Judge
Jeanette Erickson, Election Judge

ISD 11 SB5-P7 Spirit of Grace Church, 10110 Woodcrest Dr NW, Coon Rapids, MN 55433

James Trombley, Head Judge
Donna Stephan, Assistant Head Judge
Roxanne Rasmussen, Election Judge
Danielle Callahan, Election Judge
Mary Russell, Election Judge
Mike Ditlefsen, Election Judge
Thomas Hoffelder, Election Judge
Tabetha Finton, Election Judge

Anoka-Hennepin School District

2023 Residential Study

The Morris Leatherman Company

1

Survey Methodology

2023 Anoka-Hennepin School District Study

500 random sample of Anoka-Hennepin School District residents.

Results projectable within +/-4.5% in 95 out of 100 cases

400 random sample of Anoka-Hennepin School District Parents.

Results projectable within +/-5.0% in 95 out of 100 cases

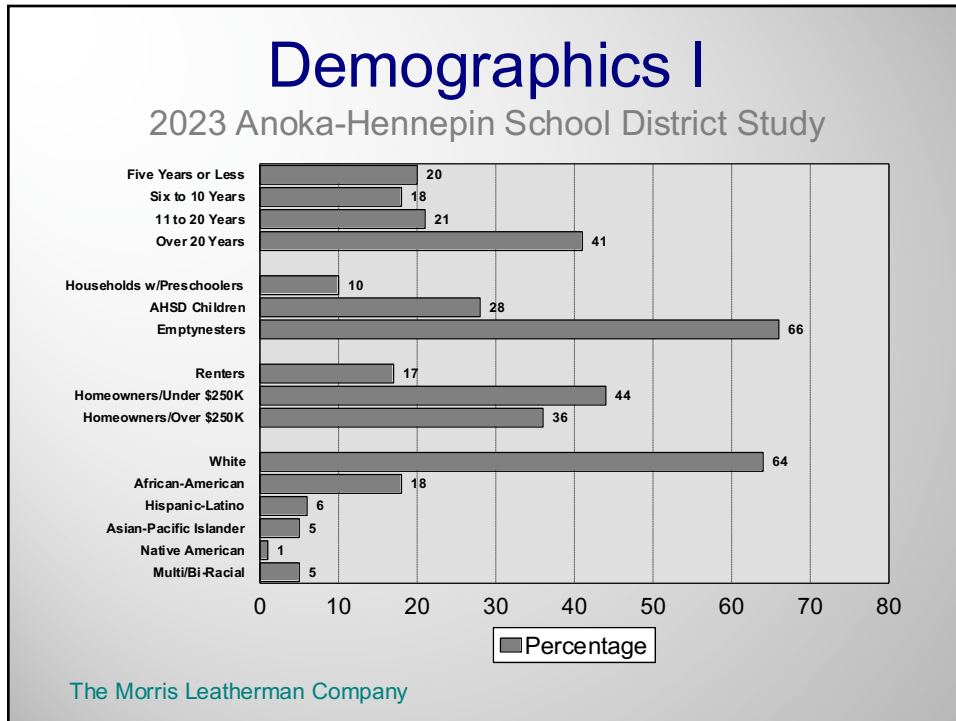
Non-response level of 5.0%

Average interview time of 12 minutes

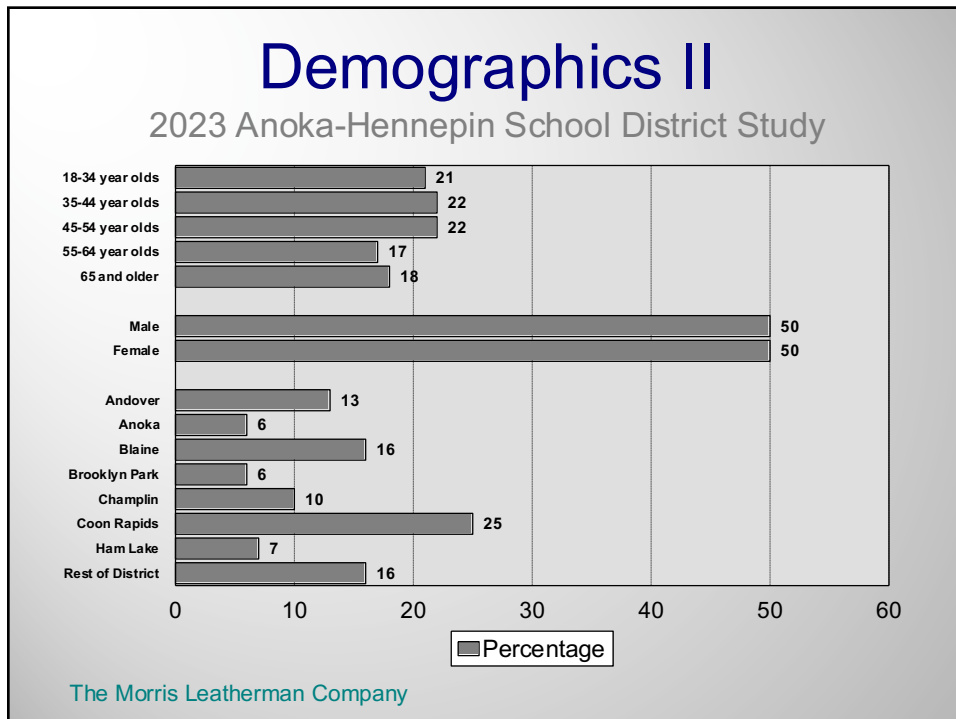
Telephone interviews conducted between May 8th and 25th, 2023

The Morris Leatherman Company

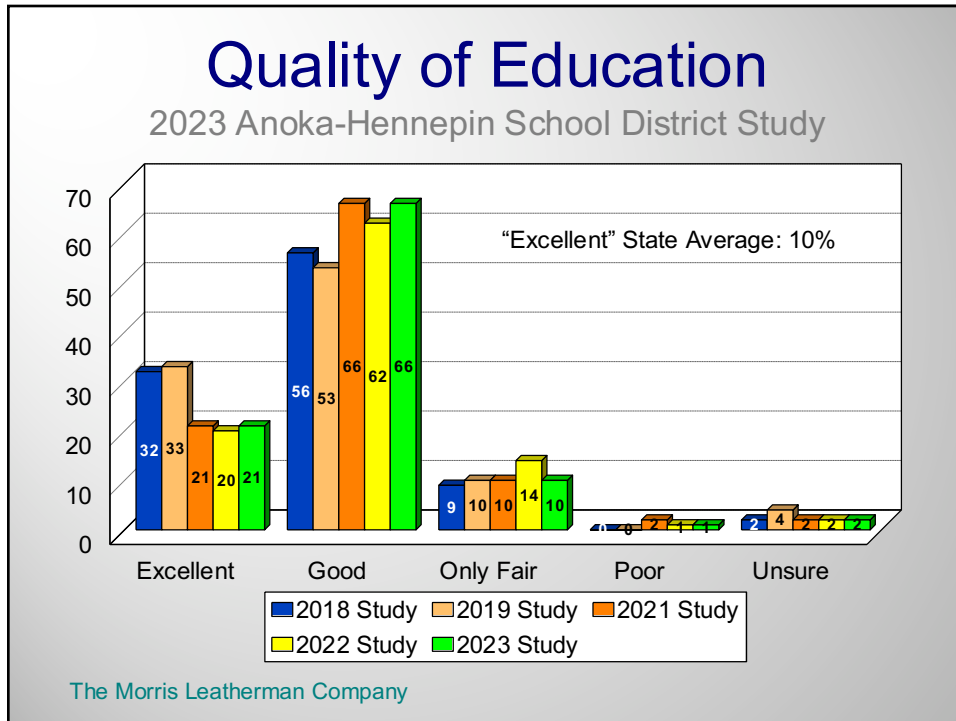
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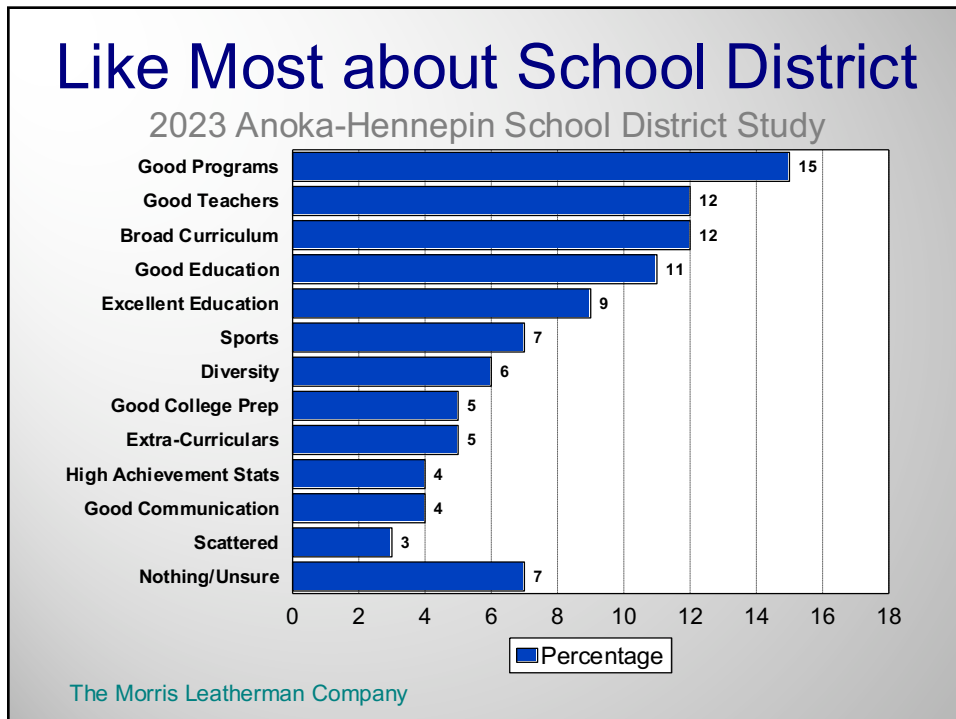
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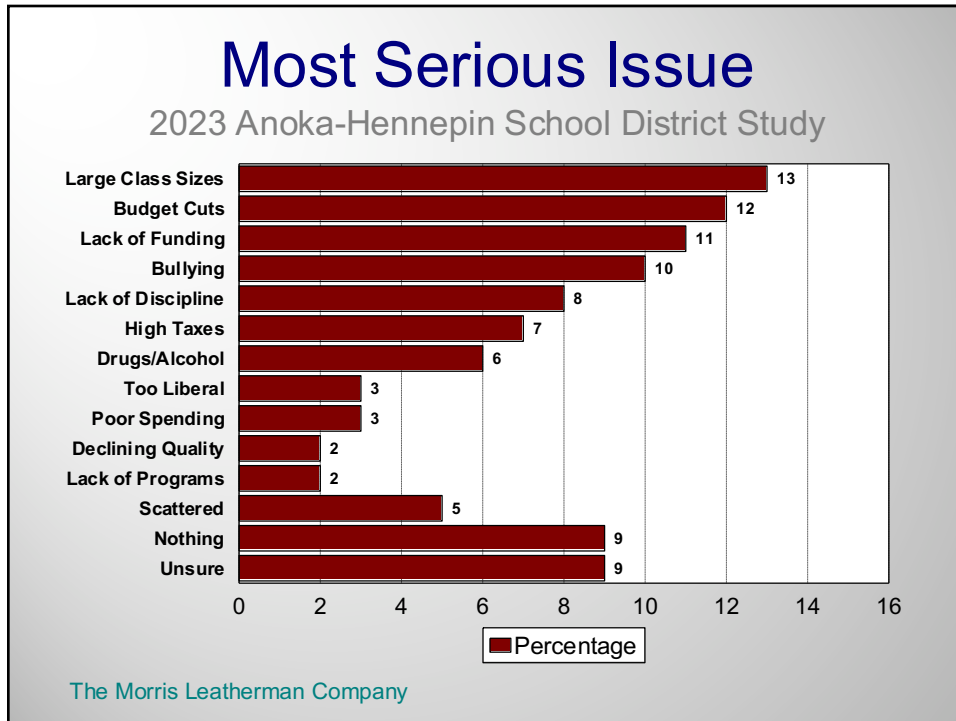
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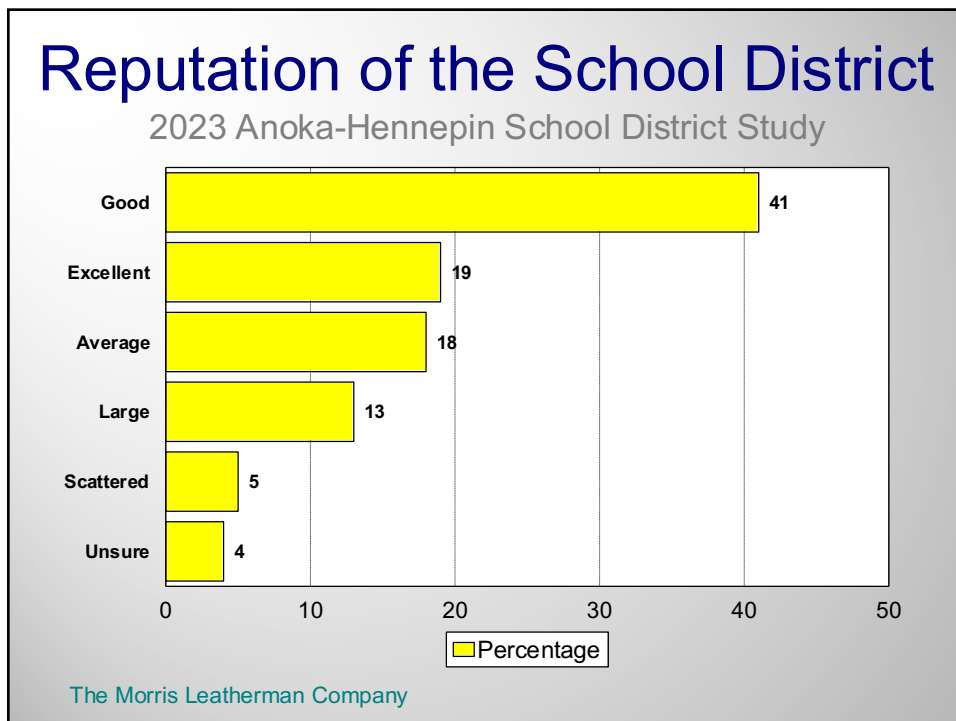
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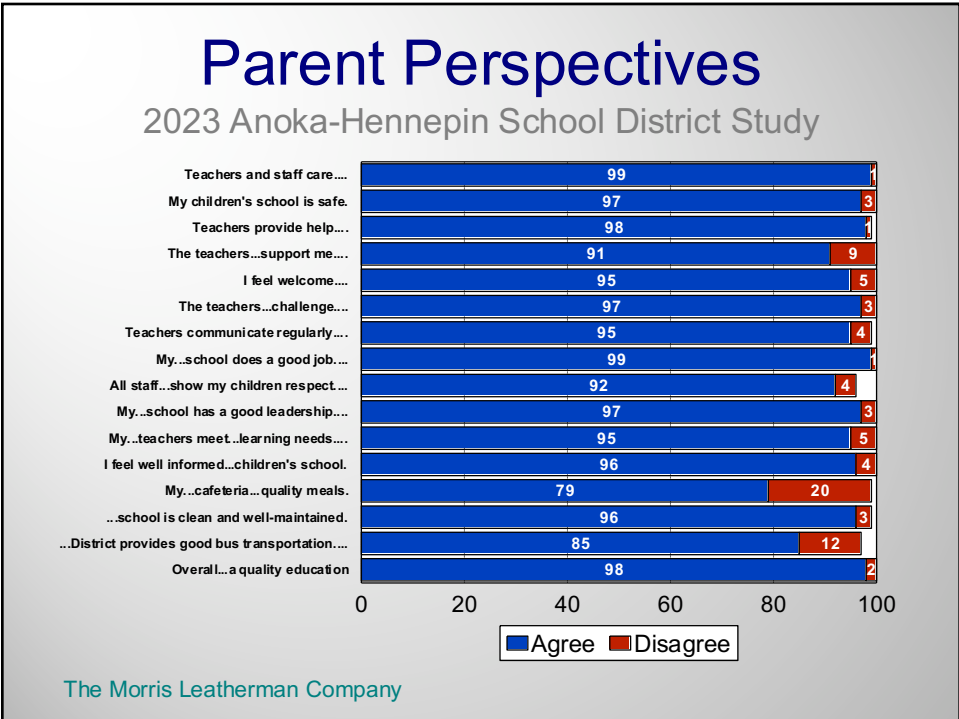
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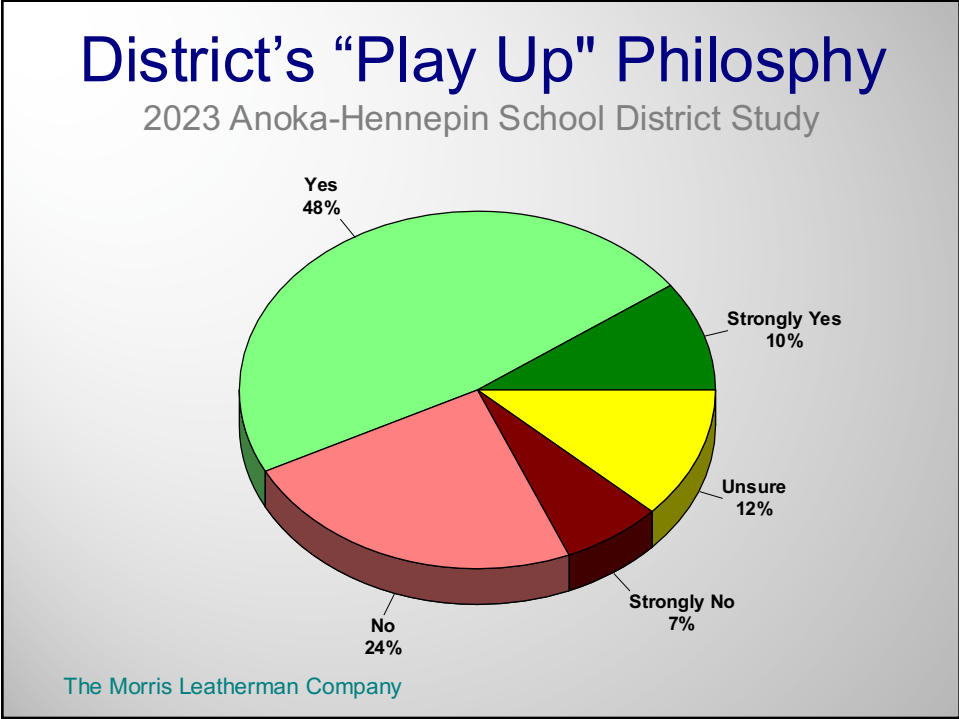
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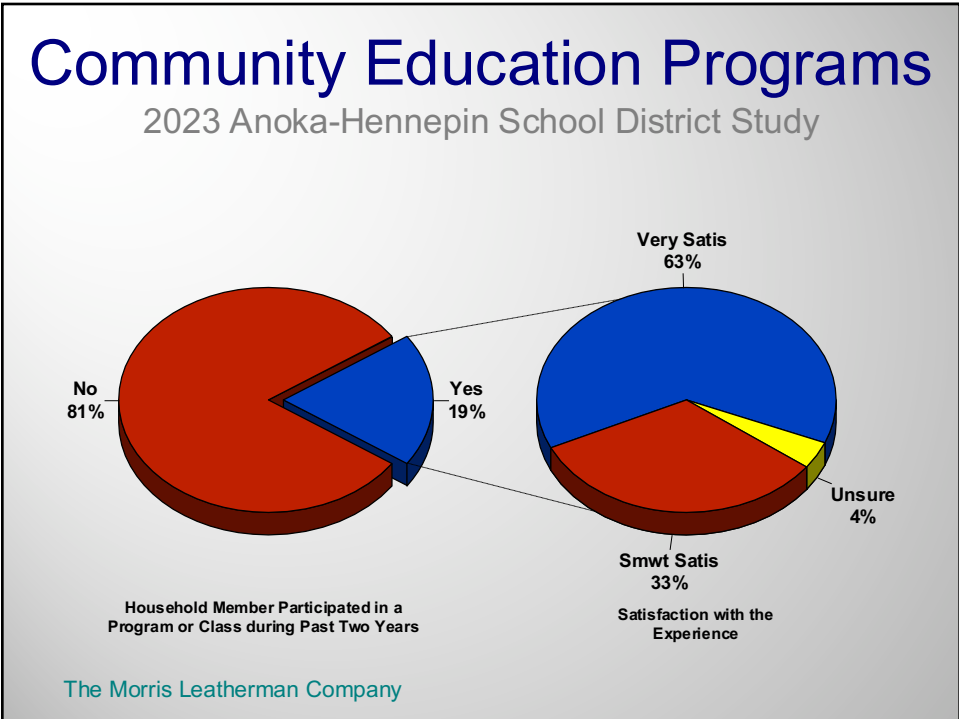
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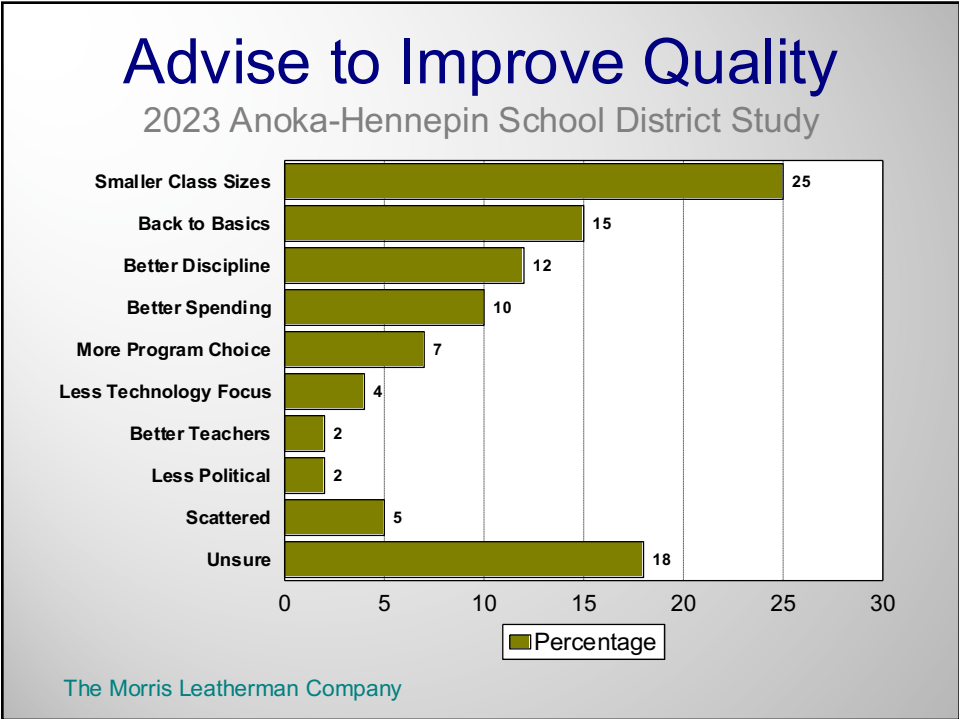
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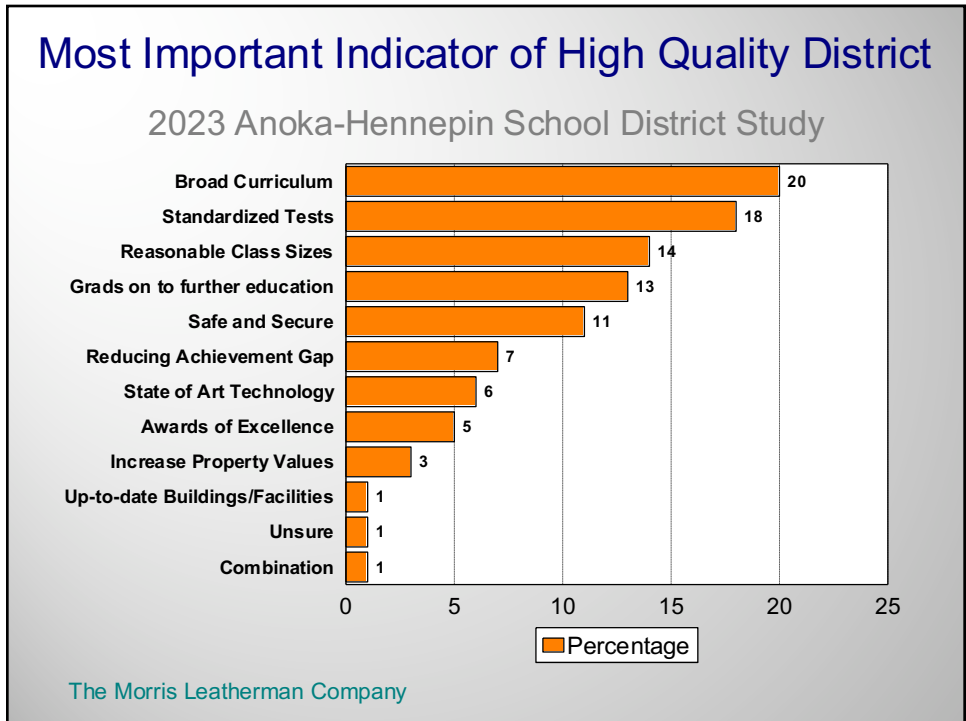
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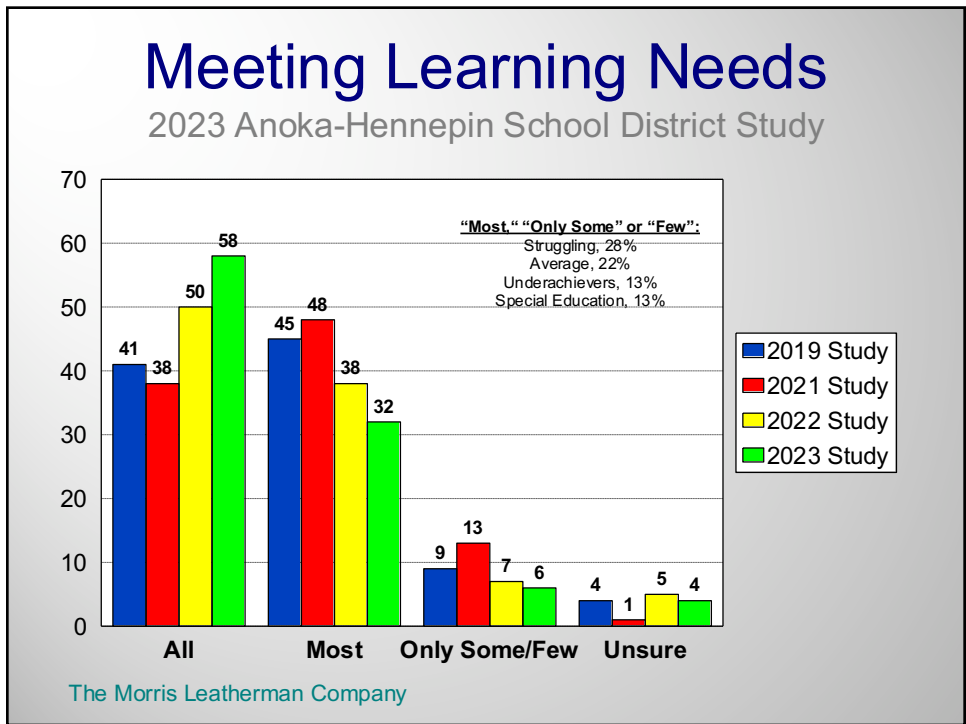
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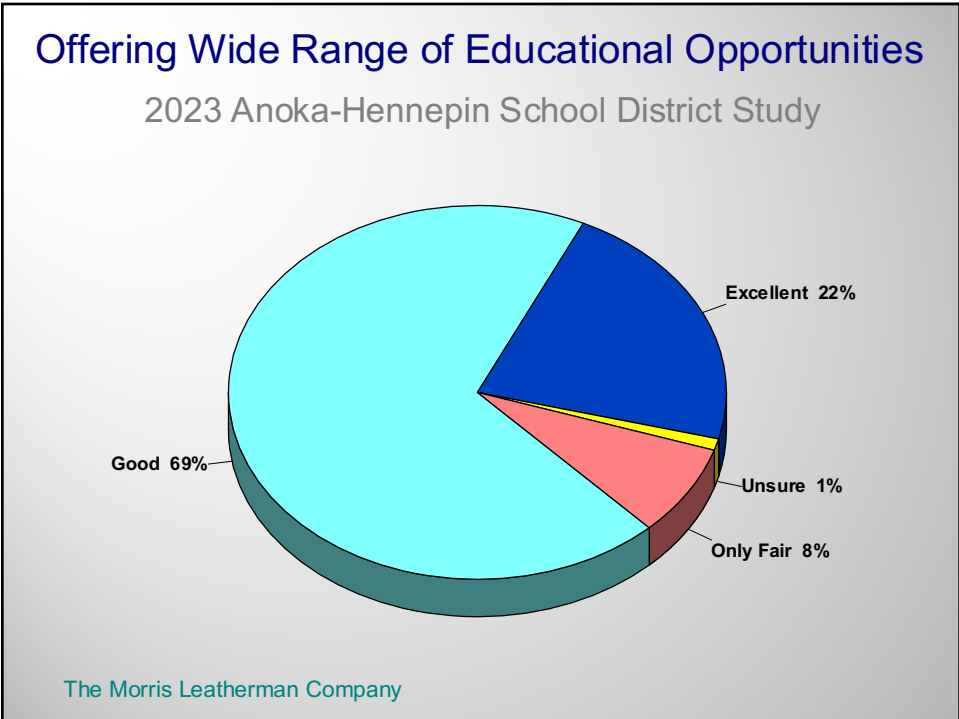
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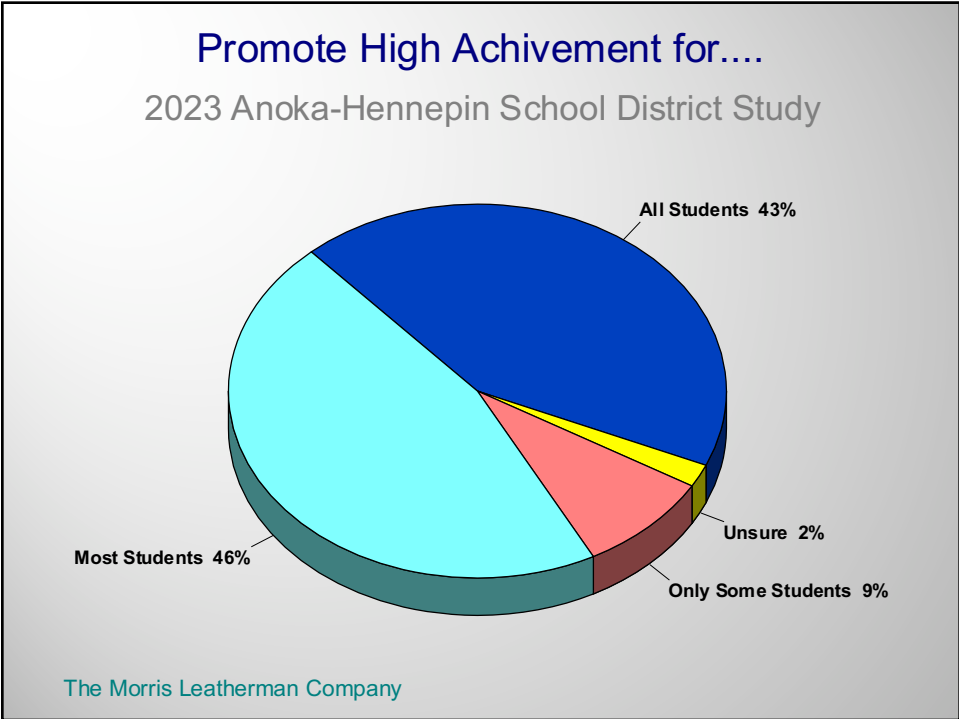
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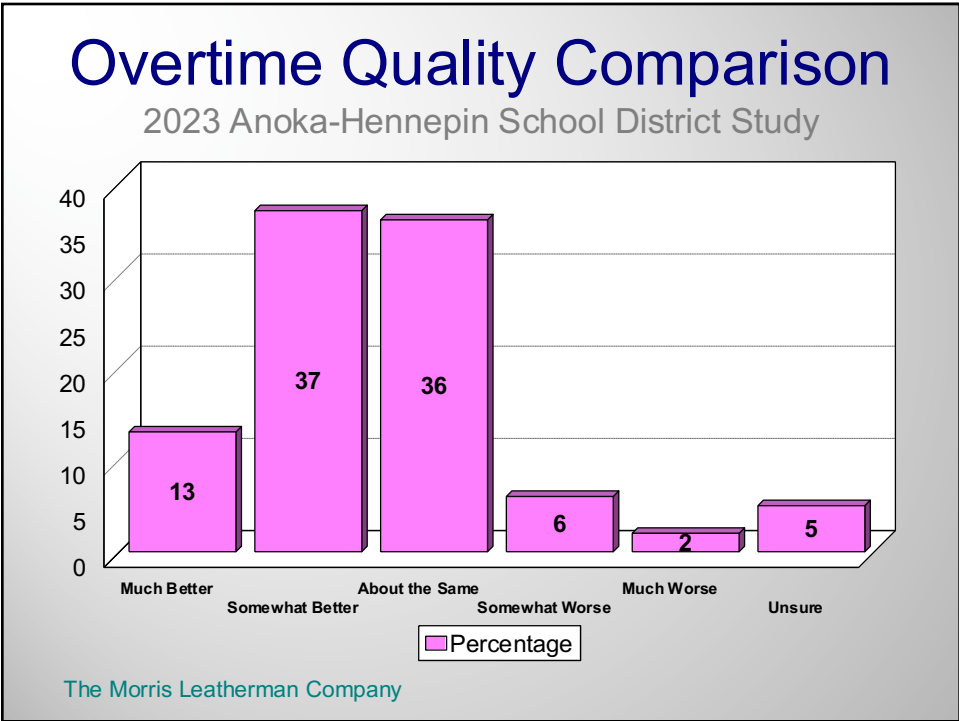
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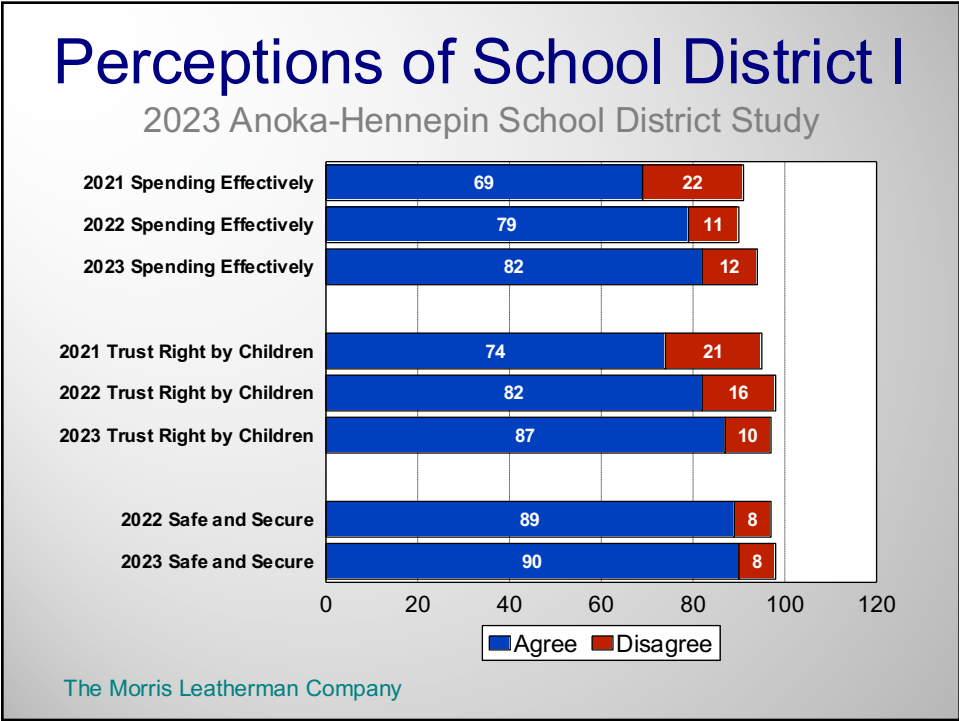
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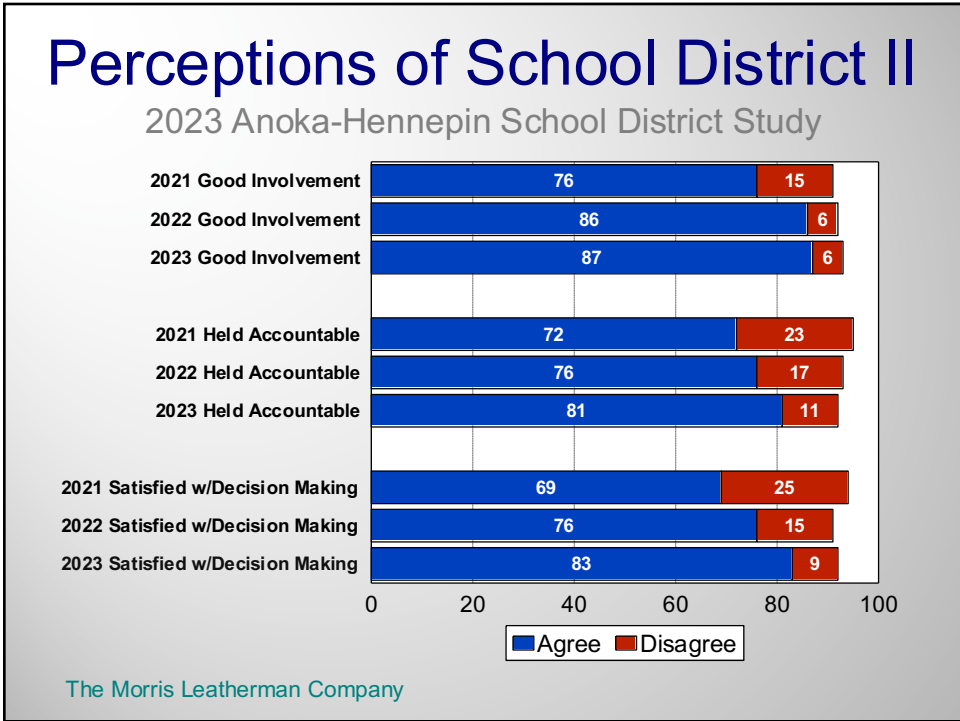
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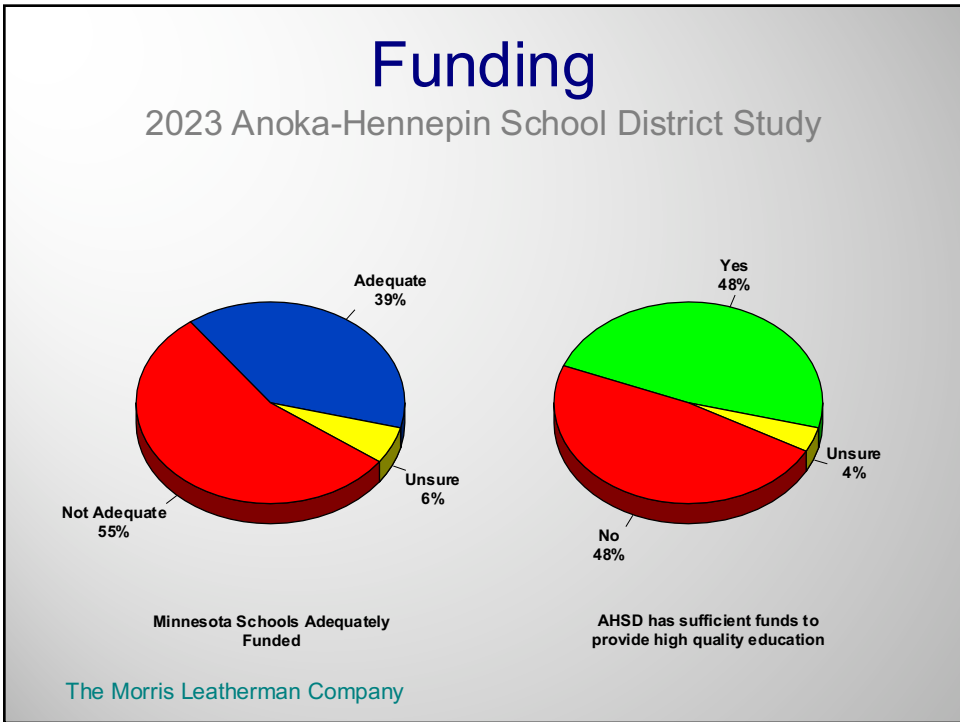
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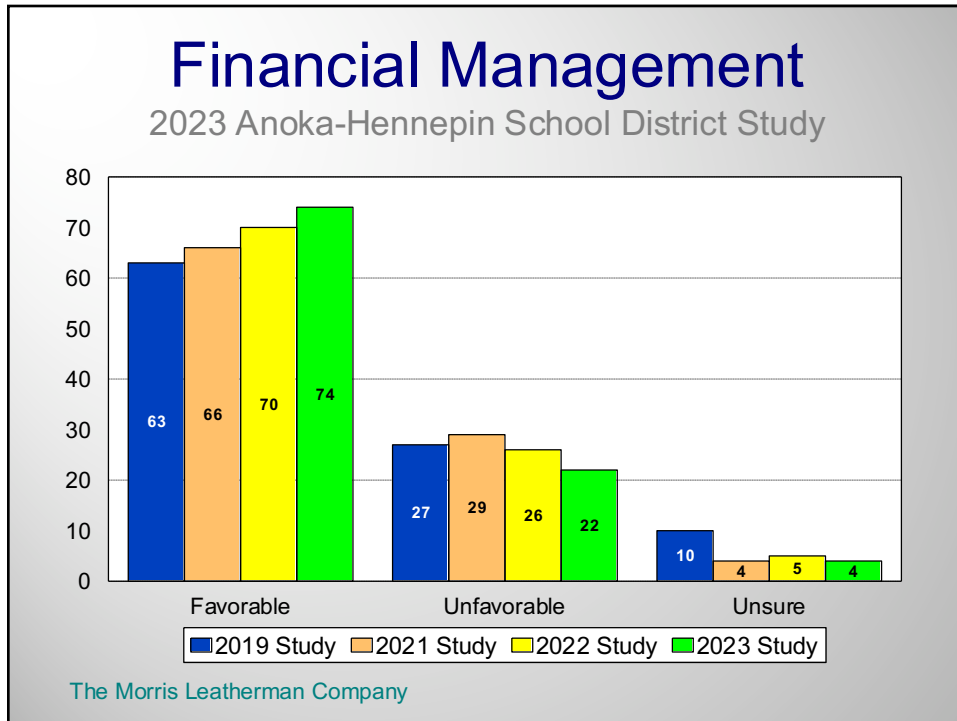
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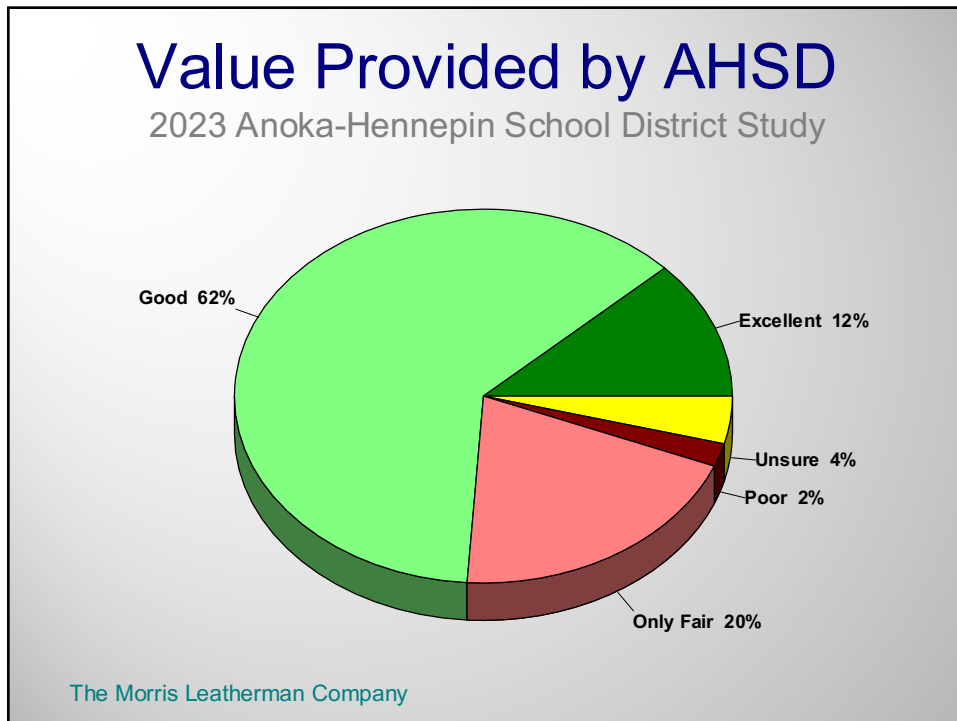
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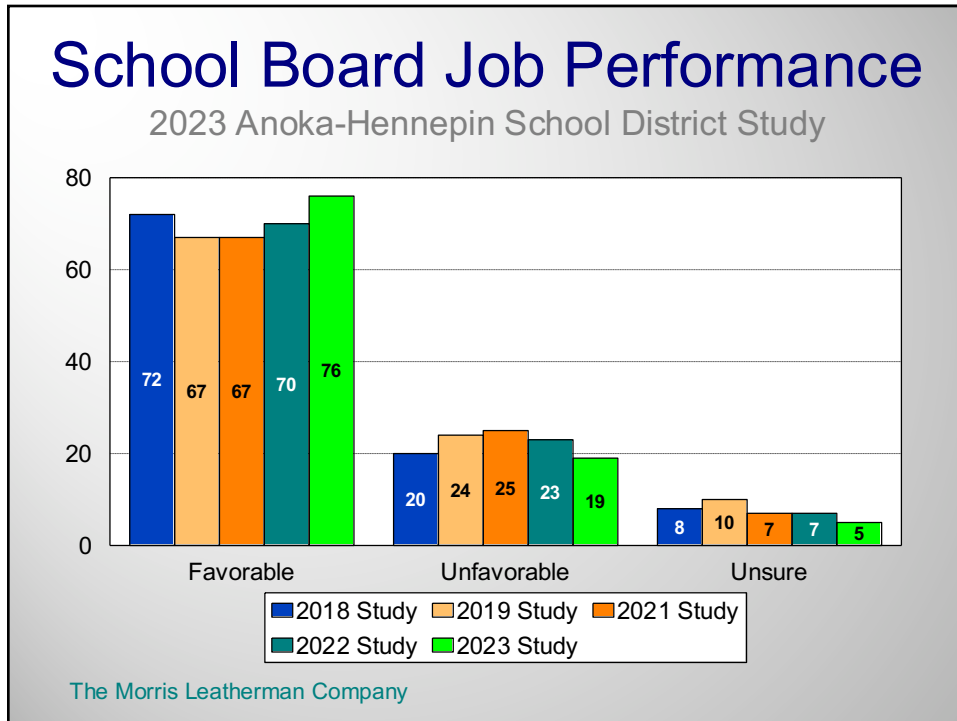
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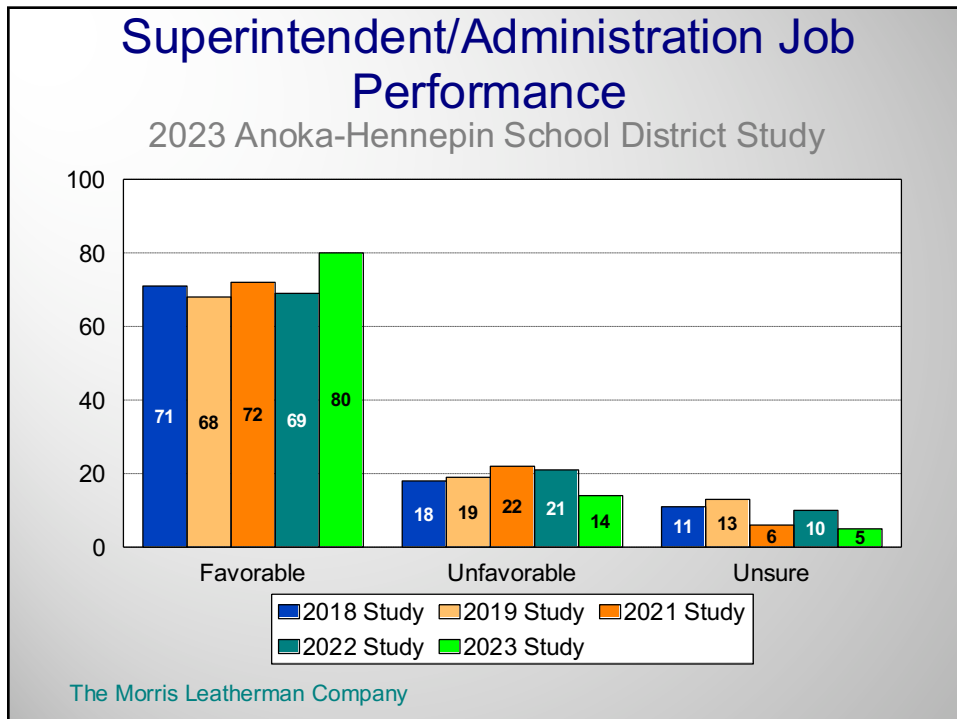
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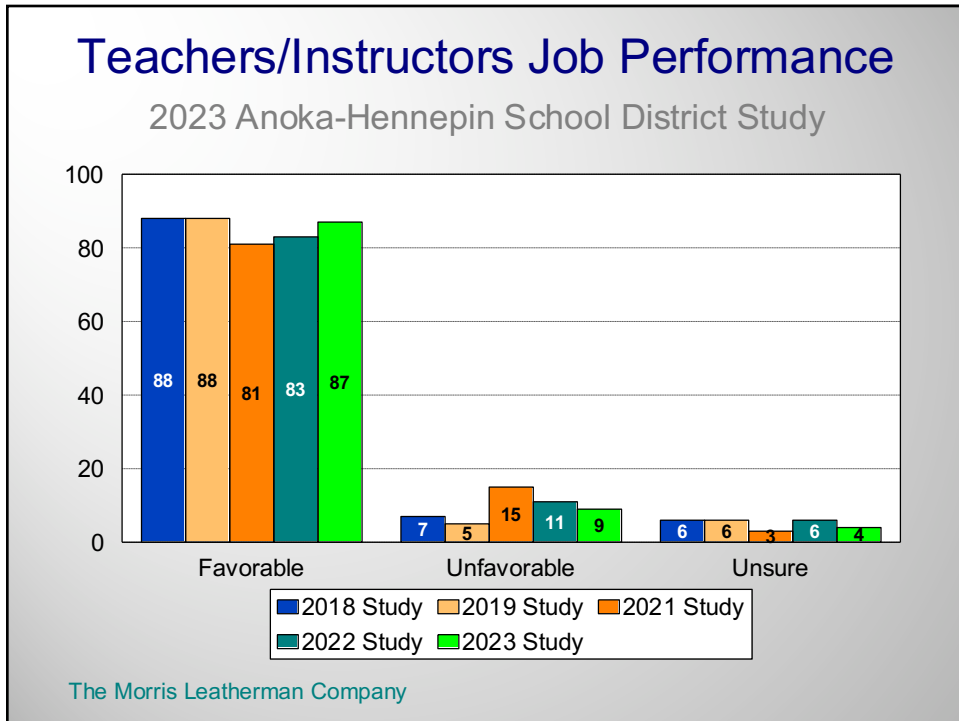
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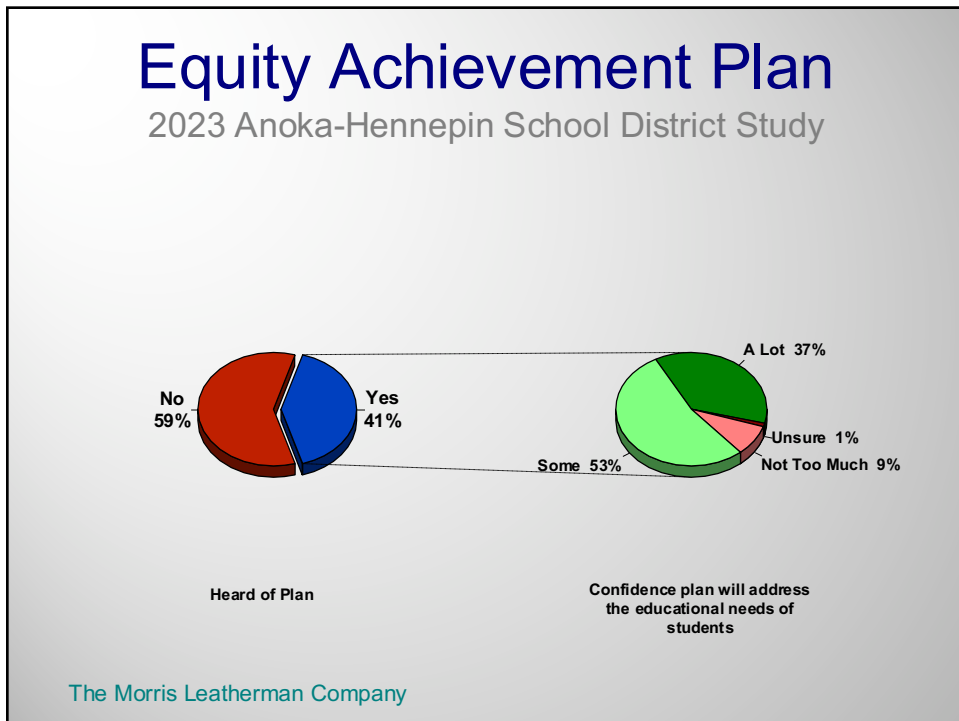
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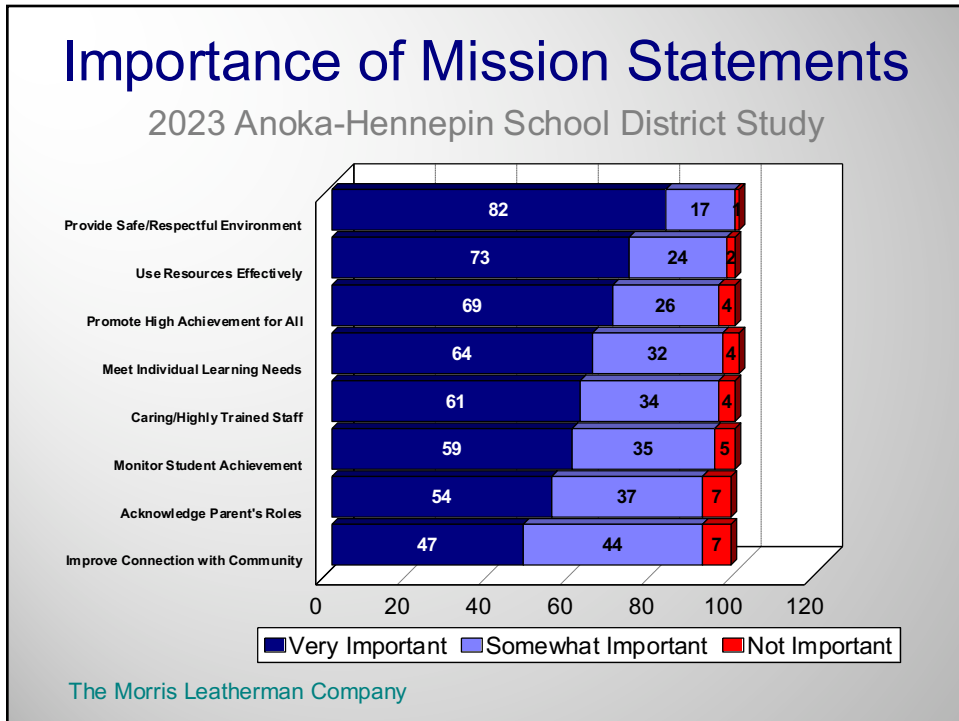
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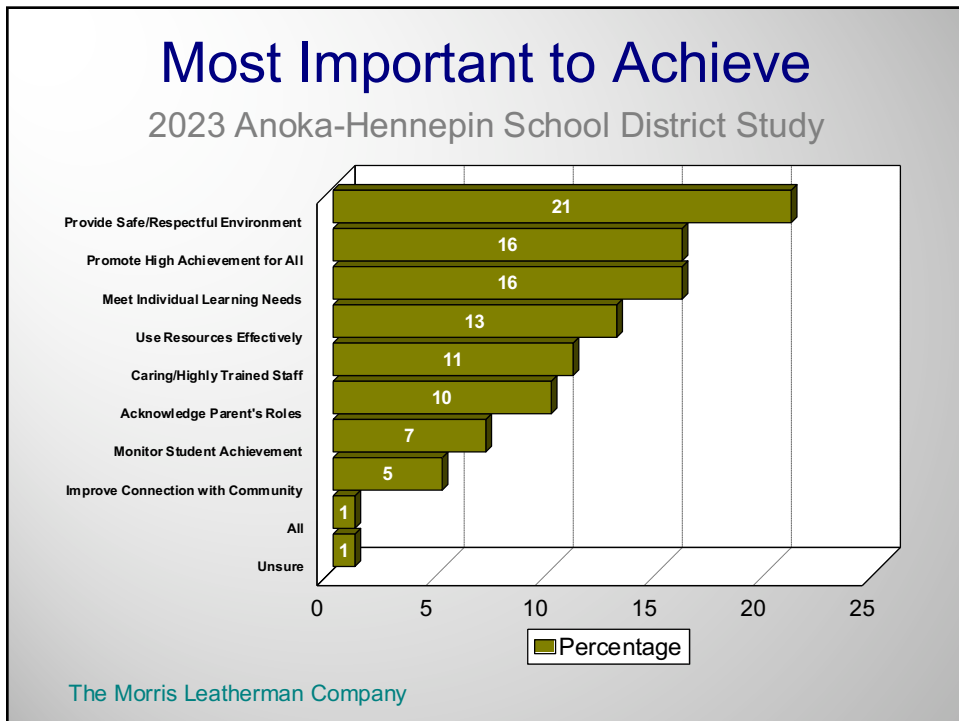
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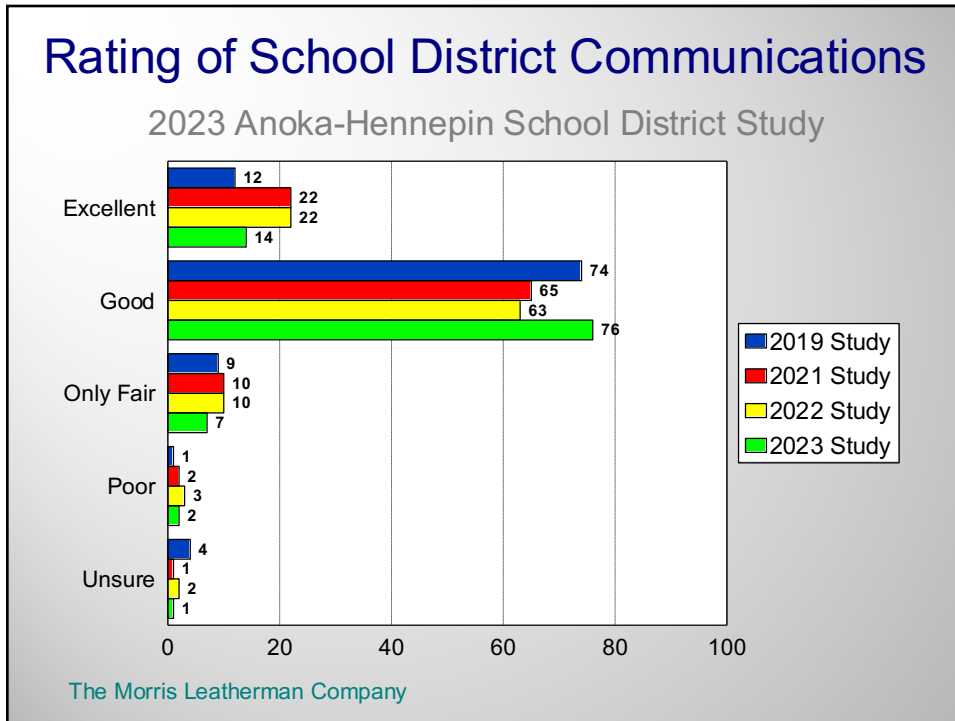
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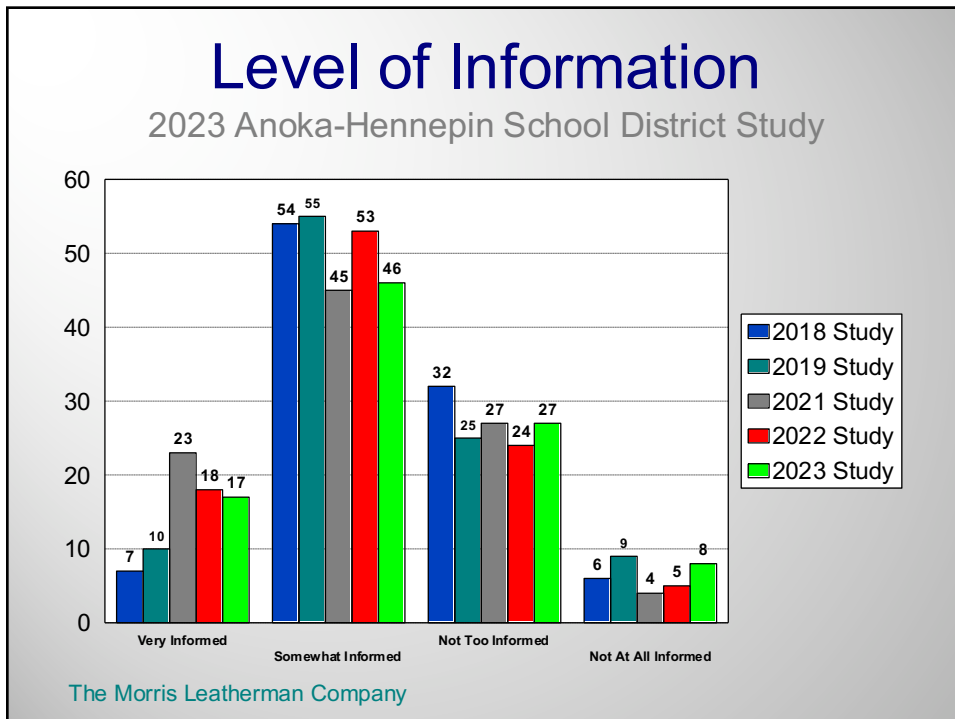
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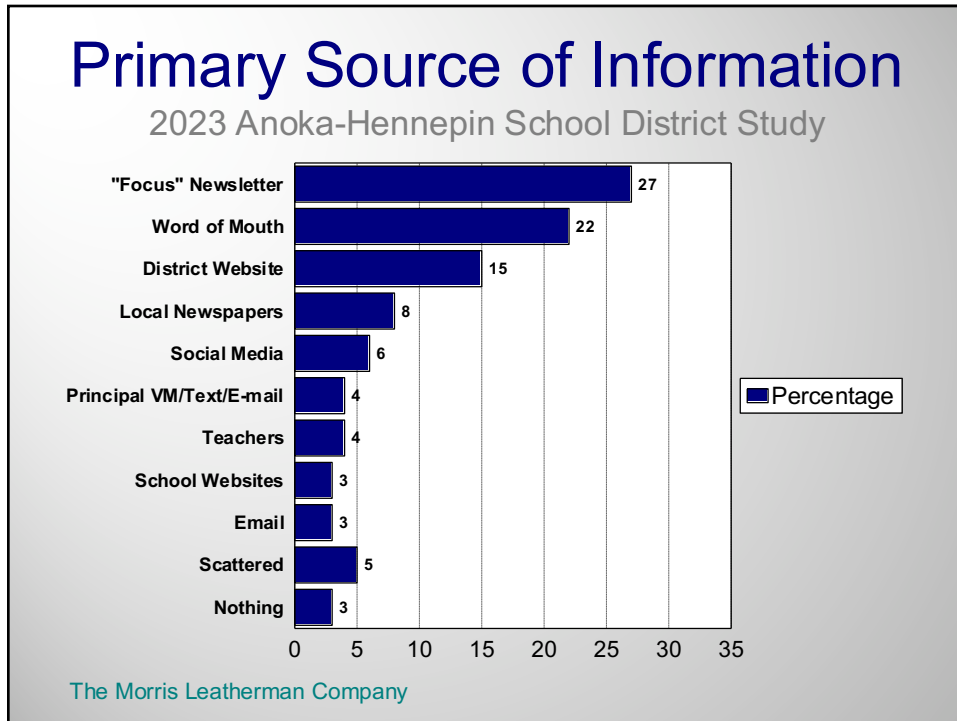
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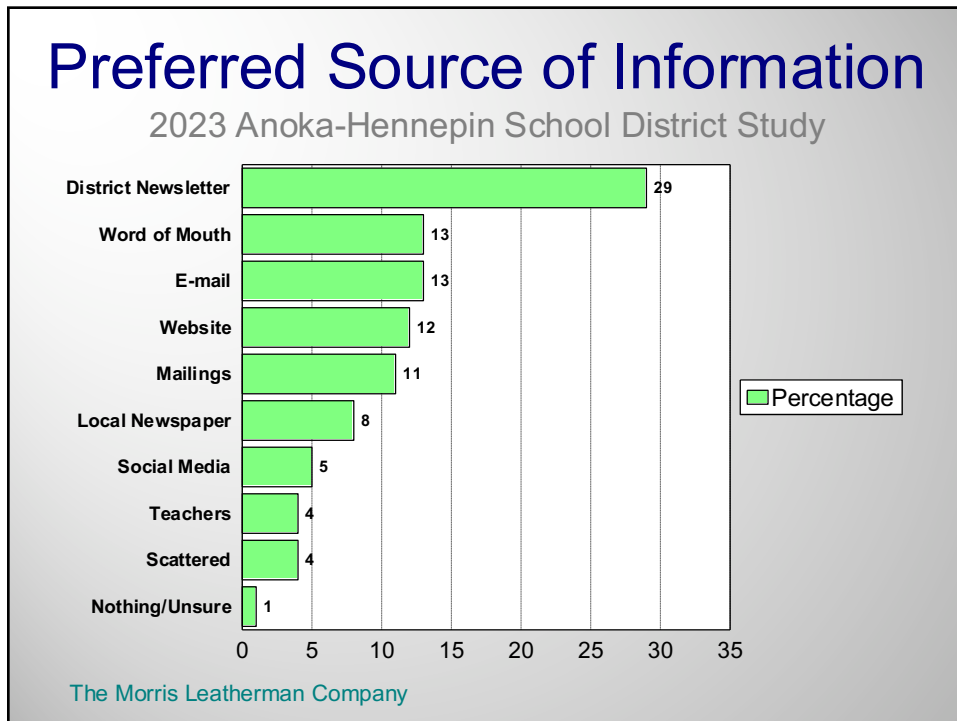
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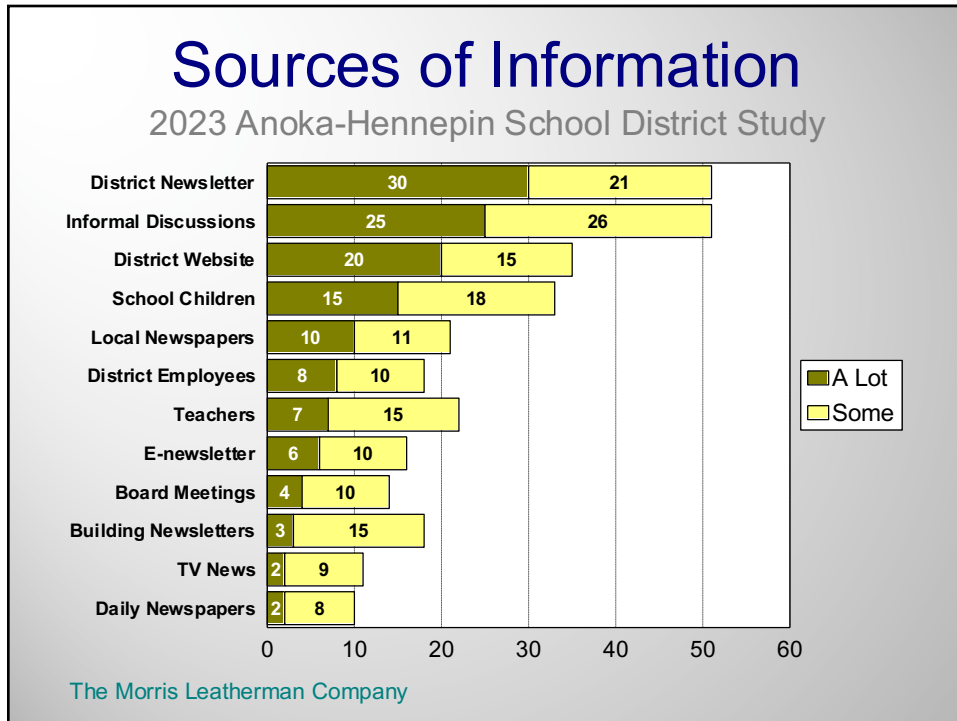
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Mental Health Supports

Becky Brodeur, Associate Superintendent for Middle Schools & Student Services
Nate Manaen, Director of Student Services
Julia Messenger, Assistant Director of Student Services for Mental Health



1

Mental Health Supports

Purpose:

- Provide an overview of the Anoka-Hennepin student support model
- Provide an update regarding the school-based mental health therapist contracts

2

Student Support Model

The goal of the student support model is to provide a comprehensive system of support for Anoka-Hennepin Schools.

- Supports the Anoka-Hennepin mission to effectively educate each student for success.
- Enables students to fully access their education by improving systems, teaching skills, and removing barriers.

3

Student Support Model

Support Overview

Anoka-Hennepin staff training and professional development focused on:

- Suicide prevention
- Early warning signs of mental health issues
- Evidenced based practices to support tier two and three student needs

4



Student Support Model

Support Overview

Anoka-Hennepin student support staff

- Elementary Schools: school social workers and school nurses
- Secondary Schools: school counselors, school social workers, recovery and prevention specialists, and school nurses

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Student Support Model

Support Overview

- K-12 students receiving special education services have access to school psychologists per their IEP
- Secondary schools have student achievement advisors who also support elementary schools as needed
- All schools have access to American Indian Education Advisors

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Mental Health Therapist

Support Overview

School Based Mental Health Therapist

- Partnerships with community based mental health agencies
- Deliver mental health services in the school setting
- Outside agency; not a replacement for other tier two and three supports for student needs

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Mental Health Therapist

History in Anoka-Hennepin

Anoka-Hennepin has had contracts with community based mental health agencies dating back to 1994.

In 2018, the goal was to increase mental health therapy services to all K-12 schools to ensure:

- each school had at least one mental health therapist.
- highest needs schools had additional therapy service support.

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Mental Health Therapist

History in Anoka-Hennepin

During the 2022 - 2023 school year:

- Anoka-Hennepin held contracts with community based mental health agencies to support 28 schools; however only 36% of positions were filled
- Several schools experienced frequent therapist turn over while others have never had a school based mental health therapist

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Mental Health Therapist

History in Anoka-Hennepin

Youable, formerly Headway Emotional Health

- Contracted to provide 25 mental health therapists at 24 sites; Anoka-Hennepin's largest community partner
- Anoka-Hennepin was notified in late July they were unable to fulfill their contract
- At that time, only 10 of 25 therapist were hired

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Mental Health Therapist

Current Status

Anoka-Hennepin community partners:

- People Incorporated
 - Northdale, Jackson, and Coon Rapids Middle Schools
 - Wilson, University Avenue, Sand Creek, Oxbow Creek, Madison, Lincoln, Eisenhower, Champlin-Brooklyn Park Academy, Andover Elementary Schools
- American Indian Family Center
 - Blaine High School
- Daybreak Health (telehealth pilot contract in process)
 - Anoka High School

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Mental Health Therapist

Funding

Funding categories for school based mental health therapists' contracts:

- State Grants created in partnership with community agencies
 - Minnesota Department of Education
 - Minnesota Department of Health
- Safe Schools Funding

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Mental Health Therapist

Next Steps

New community based mental health agency partnerships are being explored following the district process.

School based mental health therapist will be placed in schools once new contacts are established.

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Student Support Model

Next Steps

- Provide ongoing training and professional development to support staff
- Increase staff capacity to intervene with student mental health needs
- Expand and implement evidence-based practices and programs
- Strengthen and expand community partnerships

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Continuous improvement

Process

Implement

Mental health therapists embedded at all schools



Assess

Track and monitor mental health therapy service utilization and staffing abilities



Analyze

Review data from previous school year school based mental health therapy utilization & staffing



Plan

Refine implementation plans

15

Questions or comments?



ANOKA-HENNEPIN
SCHOOLS
A future without limit

16

Preliminary tax certification

Taxes payable in 2024

Michelle Vargas, chief financial officer
Sept. 25, 2023



ANOKA-HENNEPIN
SCHOOLS
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Proposed tax levy 2024

Timeline

- **Early September:** The Minnesota Department of Education prepared first draft of levy limits for school district.
- **Sept. 25:** School Board set proposed levy:
 - Sets initial tax levy that sets tax rates for November mailings.
- **Nov. 7:** Election day
- **Mid-November:** County mails "Proposed Property Tax Statements" to all property owners.
- **Dec. 11:** Public hearing on proposed levy:
 - Hearing being held at 6:30 p.m., Sandburg Education Center.
 - ahschools.us/SchoolBoard
 - School Board to certify final levy amounts at regular meeting.

Proposed tax levy 2024

Levy authority


- Each school district may levy taxes in multiple categories:
 - Referendum levy
 - Local optional levy
 - Lease levy
 - Operating capital levy
 - Achievement and integration levy
 - Career and technical education levy
 - Long-term facilities levy
 - Safe schools levy
 - Alternative teacher compensation (Q-Comp) levy
 - Community education levies
 - Debt levies
- “Levy limits” for each category are set by state law or voter approval.

Proposed tax levy 2024

Summary by fund

Fund	Payable 2023 for FY24	Payable 2024 for FY25	Amount of change from previous year	Percent change
General	\$115,762,854.44	\$119,777,374.57	\$4,014,520.13	3.47%
Community service	\$4,710,493.91	\$4,709,455.31	(\$1,038.60)	-0.02%
Debt service	\$13,427,705.11	\$13,459,011.08	\$31,305.97	0.23%
OPEB debt service	\$1,963,988.72	\$1,990,506.30	\$26,517.58	1.35%
Total levy all funds	\$135,865,042.18	\$139,936,347.26	\$4,106,911.90	3.00%

Fund	Component	Taxes payable 2023	Taxes payable 2024	Change	Change	
General	Referendum levy	\$45,968,526.44	\$47,468,762.61	\$1,500,236.17		
	Local option levy	26,381,999.73	28,083,051.95	1,701,052.22		
	Equity levy	4,827,556.72	4,783,715.33	(43,841.39)		
	Transition levy	1,301,181.90	1,306,093.67	4,917.77		
	Operating capital levy	3,500,811.25	4,167,905.15	667,093.90		
	Reemployment levy	50,000.00	300,000.00	250,000.00		
	Achievement and integration levy	2,317,284.71	2,394,990.99	77,706.28		
	Career and technical levy	2,572,611.08	2,607,617.79	35,006.71		
	Long term facilities levy	10,676,122.51	10,761,572.51	85,450.00		
	Safe schools levy	1,509,102.72	1,514,799.36	5,696.64		
	Q Comp – alt teach comp	3,597,426.39	3,557,671.39	(39,755.00)		
	Lease levy	4,992,591.00	5,064,107.00	71,516.00		
	Capital projects levy	5,017,734.88	5,989,151.67	971,416.79		
	Prior year adjustments	3,049,905.11	1,777,935.15	(1,271,969.96)		
	<i>Total general fund</i>		\$115,762,854.44	\$119,812,981.39	\$4,014,520.13	3.47%
	Community service	Basic	\$1,708,848.90	\$1,568,028.65	(\$140,820.25)	
		Early childhood	867,881.46	837,419.29	(39,462.17)	
Adults with disabilities		30,000.00	25,088.45	(4911.55)		
School-age care		1,500,000.00	1,750,000.00	250,000.00		
Home visit levy		26,786.69	33,769.67	6,982.98		
Prior year adjustments		576,976.86	495,149.25	(81,827.61)		
<i>Total community service</i>			\$4,710,493.91	\$4,709,455.31	(\$1,038.60)	-0.02%
Total debt service	K-12	\$13,427,705.11	\$13,459,011.08	\$31,305.97	0.23%	
Total OPEB debt service	OPEB debt levy	\$1,963,988.72	\$1,990,506.30	\$26,517.58	1.35%	
Grand total all funds		\$135,865,042.18	\$139,936,347.26	\$4,071,305.08	3.00%	



Proposed tax levy 2024

Analysis of major changes

<p>Adjusted Net Tax Capacity</p> <p>2022: 418,140,874 2021: 351,378,969 19.00% increase</p> <p>FY25 ANTC/APU: 9,937.34 FY24 ANTC/APU: 8,407.00</p> <p>FY25 APU estimate: 42,077 FY24 APU estimate: 41,796</p>	<p>Referendum Market Value</p> <p>2022: 33,417,652,206 2021: 27,634,862,866 20.93% increase</p> <p>FY25 RMV/APU: 713,998.08 FY24 RMV/APU: 594,017.09</p> <p>FY25 Res. APU estimate: 46,804 FY24 Res. APU estimate: 46,522</p>
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Proposed tax levy 2024

Analysis of major changes

- **Category:** Referendum and local option levy.
- **Change:** \$3,162,359
- **Use of funds:** Maintain and enhance kindergarten through grade 12 educational programs and operations.
- **Reasons:**
 - Estimate of adjusted pupil unit increase of 157 pupil units.
 - Net revenue change of \$2.6 million.
 - Shift from aid to levy due to increased property value.
 - Inflation factor estimate of 2.57%.



Proposed tax levy 2024

Analysis of major changes

- **Category:** Prior year general fund adjustments
- **Change:** -\$1,271,970
- **Use of funds:** Miscellaneous adjustments
- **Reasons:**
 - Prior year levy adjustment of \$5.3 million adjustment for FY23 referendum inflation of 5.66% did not reoccur.
 - Major adjustments include:
 - \$2.2 million FY22 referendum adjustment due to inflation adjustment.
 - -\$201 thousand FY22 local optional revenue APU adjustment.
 - -\$429 thousand FY22 reemployment insurance adjustment.



Proposed tax levy 2024

Analysis of major changes

- **Category:** Capital projects(tech) levy.
- **Change:** \$971,417
- **Use of funds:** Technology replacement and support.
- **Reasons:**
 - Voter approved levy is 1.55 percent of net tax capacity (NTC).
 - NTC increase of 62,672,051 or 19%



Proposed tax levy 2024

Analysis of major changes

- **Category:** Operating capital
- **Change:** \$667,093
- **Use of funds:** Capital equipment and facilities improvements.
- **Reasons:**
 - Increase in adjusted net tax capacity increases levy factor.
 - Levy ratio increased from .33584454 to .43371770.

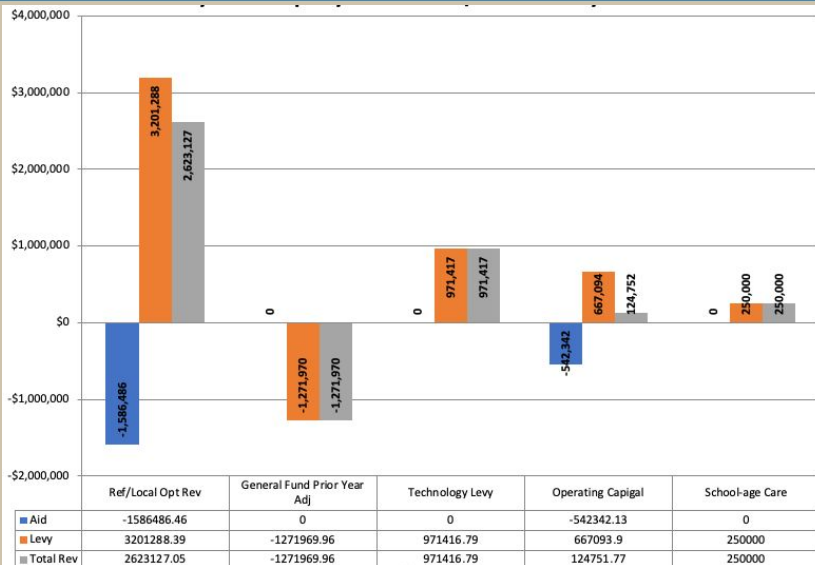
Proposed tax levy 2024

Analysis of major changes

- **Category:** School-age care.
- **Change:** \$250,000
- **Use of funds:** Additional costs to provide after-school care service to students with disabilities.
- **Reasons:**
 - Estimate based on prior year actual costs.
 - Levy is adjusted in future years after actual costs are reported.

Proposed tax levy 2024

Major change analysis





Total school levy history

Total school levy before county auditor adjustments and percentage change



Proposed tax levy 2024

Certify maximum

INVLM00110124 MINNESOTA DEPARTMENT OF EDUCATION ED-00111-45
 DISTRICT NO. 0011 TYPE 01 LEVY LIMITATION AND CERTIFICATION PAGE 30 OF 39
 DISTRICT NAME Anoka-Hennepin School Dis 2 0 2 3 PAYABLE 2 0 2 4 DATE OF RUN: 09/19/23
 ECSU REGION 11 ANOKA

I. COMPUTATION OF 2023 PAYABLE 2024 LEVY LIMITATION BY FUND (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	INITIAL LEVY LIMITATION	LIMITATION ADJUSTMENTS	ABATEMENT ADJUSTMENTS	OFFSET ADJUSTMENTS	FAC/MAX EFF ADJUSTMENT	MAXIMUM LEVY LIMITATION
GEN-RMV VOTER-EXEMP	47,468,762.61	2,416,946.82	N/A			49,885,709.43
GEN-RMV OTHER-EXEMP	34,172,860.95	167,052.48-	N/A			34,005,808.47
GEN-NTC VOTER-EXEMP	5,989,151.67	N/A	N/A			5,989,151.67
GEN-NTC OTHER-GENED	N/A	N/A	N/A	N/A	N/A	N/A
GEN-NTC OTHER-EXEMP	30,368,664.19	660,526.06-	188,566.87			29,896,705.00
TOTAL GENERAL	117,999,439.42	1,589,368.28	188,566.87			119,777,374.57
COM SERV-EXEMP	4,214,306.06	483,822.28	11,326.97			4,709,455.31
DEBT-VOTER-NONEXEMP	14,128,905.00	708,281.02-	38,387.16	.06-		13,459,011.08
DEBT-OTHER-NONEXEMP		.06-		.06-		
TOTAL DEBT SERV	14,128,905.00	708,281.08-	38,387.16			13,459,011.08
OPEB-VOTER-NONEXEMP						
OPEB-OTHER-NONEXEMP	2,079,423.00	94,680.72-	5,764.02			1,990,506.30
TOTAL OPEB/PENSION	2,079,423.00	94,680.72-	5,764.02			1,990,506.30
TOTAL	138,422,073.48	1,270,228.76	244,045.02			139,936,347.26

II. COMPARISON OF 2022 PAYABLE 2023 LEVY LIMITATION WITH 2023 PAYABLE 2024 LEVY LIMITATION (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	2022 PAY 2023 LIMITATION	2023 PAY 2024 LIMITATION	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	115,762,854.44	119,777,374.57	4,014,520.13	3.47
COMMUNITY SERVICE	4,710,493.91	4,709,455.31	1,038.60-	-.02
GENERAL DEBT SERVICE	13,427,705.11	13,459,011.08	31,305.97	.23
OPEB DEBT SERVICE	1,963,988.72	1,990,506.30	26,517.58	1.35
TOTAL	135,865,042.18	139,936,347.26	4,071,305.08	3.00

Certify Maximum

Comments and questions

ahschools.us



ANOKA-HENNEPIN
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DISTRICT STUDENT DISCIPLINE POLICY

I. PURPOSE

The purpose of this policy is to ensure that students are aware of and comply with the school district's expectations for student conduct. Such compliance will enhance the school district's ability to maintain fair and consistent discipline and ensure that there is no interference with the educational process. The school district will take appropriate disciplinary action when students fail to adhere to the Code of Student Conduct established by this policy.

II. STATEMENT OF PHILOSOPHY ON CONDUCT AND DISCIPLINE

- A. ~~Statement of Philosophy on Conduct and Discipline:~~ The care, management, and control of the school district is vested in the School Board **pursuant to the Minnesota Education Code. by Minnesota Public School Law (MS 120.A.20).**
- B. Schools ~~have a responsibility to parents and students which goes beyond the educational program. They~~ must provide students with a suitable environment while on the school premises and at other school activities away from the school grounds. An environment conducive to learning must be maintained to ensure an equal educational opportunity for all students. Because an environment is partially determined by the conduct of the students, student self-discipline relative to rules and regulations is a desired goal. These rules and regulations are designed to promote a desired environment for learning. It shall, therefore, be a policy of Anoka-Hennepin Independent School District No. 11 that every student abides by all rules and regulations of the district.
- C. Before effective learning can take place, reasonable order or discipline must be present. ~~Basically, t~~The responsibility of classroom discipline rests **first** with teachers; however, **school administration** ~~the principal~~ is responsible to provide supervision, guidance, training and assistance to teachers in handling discipline problems. Experience indicates that a positive approach to discipline is effective. Early intervention in attempting to improve a student's behavior is strongly encouraged. This may include but should not be limited to early involvement of parents or guardians and utilizing available resources, including referral to the child study team and the use of support services.
- D. The Anoka-Hennepin School District recognizes its obligations to comply with the provisions of the Pupil Fair Dismissal Act and MS 121A.61 (~~and r~~removal of students from class statute). In local, state, and Federal proceedings, the fundamental question has been and is one of fairness for students. The elements of due process are designed to ensure that this goal is reached. Due process is the implementation of procedure which, when adhered to, guarantees the protection of individual rights.
- E. **The School Board values efforts to prevent dismissals through early detection of problems. It is also important to provide services and supports designed to help prevent a student's inappropriate behavior from reoccurring.**

D.F. "Nonexclusionary disciplinary policies and practices" are policies and practices that are alternatives to dismissing a pupil from school, including but not limited to evidence-based positive behavior interventions and supports, social and emotional services, school-linked mental health services, counseling services, social work services, academic screening for Title 1 services or reading interventions, alternative education services, and other policies and practices identified in Minnesota's Education Code. Under the direction of the superintendent, school administrators will employ nonexclusionary disciplinary policies and practices.

III. STUDENT DISCIPLINE: STUDENT RIGHTS AND RESPONSIBILITIES

A. This statement of rights is not expected to cover every situation that may arise. The rights of an individual are preserved only by the protection and preservation of the rights of others. All students attending Anoka-Hennepin District No. 11 schools have the right to:

1. A free and appropriate education as defined by state and Federal statutes,
2. Equal educational opportunity and freedom from discrimination,
3. Due process as defined by state and Federal statutes and rules,
4. Freedom of inquiry and expression,
5. Data privacy,
6. Be informed of school rules.

B. Rights bring responsibilities and a student is responsible for the manner in which **their his/her** individual rights are exercised. This statement of responsibilities is not expected to cover every situation that may arise. All students attending Anoka-Hennepin District No. 11 schools have the responsibility to:

1. Attend school daily, except when excused, and to be on time to all classes and other school day functions,
2. Pursue and attempt to complete the course of study prescribed by the state and local school authorities,
3. Make necessary arrangements to make up school work when absent,
4. Assist school staff in maintaining a safe school for all students enrolled therein,
5. Be aware of all school rules and regulations and conduct themselves in accordance with them,
6. Assume that until a rule is waived, altered, or repealed, it is in full effect,
7. Be aware of and comply with state and local law,
8. Be aware of and comply with State High School League and regulations and School Board policy when participating in extracurricular activities,
9. Be willing to volunteer information in disciplinary cases and cooperate with school staff should they have important knowledge relating to such cases,
10. Protect and take care of school property and the property of others,
11. Dress and groom to meet fair standards of safety, health, and standards of decency,
12. Avoid inaccuracies in student newspapers or publications and indecent or obscene language, both written and verbal,
13. Express ideas in a manner that will not demean, **harass**, or **slander/defame** others.

IV. CODE OF STUDENT CONDUCT

- A. Disciplinary action may be taken for any behavior, which is disruptive of good order or violates the rights of others. The school has the authority and obligation to establish and enforce reasonable standards of conduct. In accordance with the Pupil Fair Dismissal Act and **Minn. Stat. MS121A.61** ~~Discipline and removal of students from class~~, a student may be removed from class, suspended, excluded, or expelled (definitions set forth in sections V. G and V. H) from school for:
1. Willful violation of any reasonable School Board regulation. Such regulation must be clear and definite to provide notice to ~~pupils~~ **students** that they must conform their conduct to its requirements.
 2. Willful conduct that significantly disrupts the rights of other students to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities, or
 3. Willful conduct which endangers the **student** or other ~~pupils~~ **students**, or surrounding persons, including school district employees, or the property of the school.
- B. The following list identifies unacceptable acts subject to disciplinary action in this school district. Violation of any of these offenses before, during or after school hours while on school property, the school bus, or any other approved vehicle used to transport students; or at school functions or events held at other locations or off school grounds if the action interferes with or obstructs the mission or operations of the school or the safety of the student, other students and staff or the aiding and abetting of such acts may lead to the implementation of a disciplinary action or consequence listed in part C, including expulsion.
1. Truancy and unauthorized absence.
 - a. As required by current statutes, regulations of the Department of Education and the School Board of this district, students shall be in attendance each day that school is in session. Students returning to school following an absence will be expected to complete all the missed assignments within a reasonable period of time.
 - b. Truancy, for purposes of this policy, is the absenting of one's self from school or class without approval **of school administration**. ~~The authority to decide whether an absence is excused or unexcused rests with the building principal.~~
 - c. If a student develops a pattern of tardiness to school or class, disciplinary action will be taken.
 2. Possession, use (including being under the influence and look alike substances) and/or transmission of controlled substances including but not limited to any narcotic drug, hallucinogenic drug, inhalant, toxic or mood altering substances, intoxicating beverage, any paraphernalia associated with such controlled substances, or any controlled substance or the unauthorized use of prescription drugs.
 - a. ~~Administrative Discretion: While the Anoka-Hennepin School District forbids the possession, use or distribution of chemicals by students, the superintendent's designee may use discretion in determining whether, under specific circumstances outlined by district administration and the school board, a course of action other than a referral to the school board for expulsion is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.~~

3. Possession, use, and/or transmission of tobacco, nicotine products, Electronic Cigarettes, or look-a-likes in any form. **(See policy 419.0 Tobacco-Free Environment regarding potential exceptions.)**
4. Possession, use, and/or transmission of a weapon(s) or any object that can reasonably be considered a weapon(s): weapon means a knife; firearm or an item which looks like a firearm, whether loaded or unloaded, in working or nonworking condition; destructive explosives, any incendiary device or look alike and/or the threatened intent or intent to cause an explosion; or any other device or instrument which is utilized in such a manner so as to threaten, intimidate or produce bodily harm or the fear of such.
 - ~~a.—A student who commits a weapons infraction will be immediately suspended from school~~
 - ~~b.—Administrative Discretion: While the Anoka-Hennepin School District forbids the possession, use or distribution of weapons by students, the superintendent's designee may use discretion in determining whether, under specific circumstances outlined by district administration and the school board, a course of action other than a referral to the school board for expulsion is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.~~
5. Possession and/or use of any electronic device, including a computer, in a manner, which threatens or intimidates others and/or disrupts the educational process;
6. Violations against persons communicated or attempted to be communicated by any means. Such violations include but are not limited to: verbal and/or nonverbal intimidation/ threats; stalking; obstruction; assault; fighting; extortion; bullying, racial harassment; harassment on the basis of disability sexual harassment/violence; indecent exposure; hazing;
7. Violations against property including tampering with, unauthorized use of, damage to, or destruction of school property or the property of school personnel and/or others (even though such an act was accidental or a result of poor judgment); vandalism; trespassing; arson; theft or robbery; possession of stolen property;
8. Violations of school procedures or acts disruptive to the educational process, including disobedience, disruptive and disrespectful behavior, defiance of authority, cheating, insolence, insubordination, failure to identify oneself, use of profanity, improper activation of fire alarms, activation of stink bombs and unauthorized access to school data;
9. Violation of school bus or transportation rules;
10. Violation of parking or school traffic rules and regulations;
11. Possession, distribution, or display of slanderous, libelous, pornographic, racist, or gang related materials or symbolism;

12. Student attire or personal grooming which creates a danger to health or safety or creates a disruption to the educational process, including clothing which bears a message which is lewd, vulgar, or obscene, apparel promoting products or activities that are illegal for use by minors, or clothing containing objectionable emblems, signs, words, objects, or pictures communicating a message that is racist, sexist, or otherwise derogatory to a protected minority group or which connotes gang membership;

~~12. Student attire and/or personal grooming which creates a danger to health or safety; creates a disruption to the educational process, or violates common standards of decency as they apply to a community school setting, and/or any apparel, jewelry, accessories, or matter of grooming which by virtue of its color arrangement, trademark, or any other attribute (as a primary purpose) denotes membership in an organized gang;~~

13. Criminal activity;

14. Violation of other school rules, policies, or procedures.

C. Disciplinary action or consequences for these offenses may include but are not limited to the following:

1. Student conference
2. Parent/**guardian** contact
3. Parent/**guardian** conference
4. In-school monitoring
5. Referral to in-school support services
6. Detention
7. Removal from class
8. Suspension from extracurricular activities
9. Physical restraint
10. Suspension from school (**except students Pre-K – grade 3**)
11. Referral to Child Study Team (see Due Process/Total Special Education Systems manual)
12. Referral to community, county or outside agencies
13. Transfer to another school building
14. Expulsion or exclusion from school
15. Referral to police or other law enforcement agency

D. When determining an appropriate action, the administrator will **utilize their discretion and will** consider the extent of the disruption to the safety of an individual or a group or to the disruption of the learning environment in the schools, **and other relevant factors**.

E. ~~Students with Disabilities:~~

- ~~1. If the alleged violator is a student with a disability under IDEA or Section 504 of the Rehabilitation Act, the specific placement and services for the student will be consistent with state and federal requirements. ~~and are to be determined by the student's IEP Team.~~~~
- ~~2. Use of Conditional Procedures: Students with disabilities who demonstrate behaviors which interfere with the student's or others' safety and or learning, which has not~~

~~been ameliorated through the use of positive behavioral interventions, may result in an IEP Team determination to use a conditional procedure in conjunction with continued use of positive behavioral interventions. The school district maintains procedures for use of conditional procedures, which are consistent with state and federal law.~~

III.V. STUDENT DISCIPLINE: POLICIES

A. Disruptive Student Policy

1. As stated in the philosophy of our District Student Discipline Policy, an environment conducive to learning must be maintained to ensure equal educational opportunity for all students. Because an environment is partially determined by the conduct of the students, student self-discipline relative to district, building and classroom rules and regulations is a desired goal.
2. It shall; therefore, be a policy of the Anoka-Hennepin School District that:
 - a. Every student abides by the rules and regulations of this district.
 - b. Disciplinary action including expulsion may be taken for behaviors, which are disruptive or violate the rights of others to an environment conducive to teaching and learning.
3. Early intervention in attempting to improve a student's pattern of disruptive behavior is strongly encouraged. This should include involvement of parents/guardians and the utilization of available school district resources provided for students, including screening by the child study team.
4. A student will be referred to the school board for expulsion, if various appropriate interventions have been implemented and documented and the student persists in behavior which:
 - a. Violates any reasonable School Board regulation. Such regulation must be clear and definite to provide notice to ~~pupils~~ **students** that they must conform their conduct to its requirements, or
 - b. Significantly disrupts the rights of others to an education, or the ability of school personnel to perform their duties, or school sponsored extracurricular activities, or
 - c. Endangers the ~~pupil~~ **student** or other ~~pupils~~ **students**, or surrounding persons, including school district employees, or the property of the school.

B. Policy on Weapons

1. It is the policy of the Anoka-Hennepin School District to maintain a positive, safe and secure learning and working environment. Therefore, the District will not tolerate weapons as defined in this policy at any time on school property or in the school zone (~~;~~ ^{*} including district owned buildings and grounds; leased or rented facilities; school sponsored activities; field trips; school buses and other school vehicles; and school bus loading and unloading areas). Students and visitors may not possess, store, handle, transmit, or use any weapons in any of the school environments listed

above. Any student found to possess, store, handle, transmit, or use any weapon before, during, or after school hours ~~will~~ be subject to administrative and/or legal action.

* School zone: The area surrounding school property to a distance of 300 feet or one city block, whichever distance is greater, beyond school property.

2. Students who become aware of a weapon (that is not subject to an exception listed in this policy) being brought to school or on school property must immediately notify an adult staff member. A student, who becomes aware that **they are** ~~he/she is~~ in possession of a weapon and immediately notifies an adult staff member, may avoid, depending on circumstances, being considered to be in possession of a weapon. Students should not, however, pick up or transport the weapon.
- C. Definition of Weapon: weapon is defined as a knife, firearm, or an item which looks like a firearm, whether loaded or unloaded, in working or non-working condition; destructive explosives, any incendiary device or look-alike and/or the threatened intent or intent to cause an explosion; or any other device or instrument which is utilized in such manner so as to threaten, intimidate or produce bodily harm or the fear of such. Weapons include, but are not limited to the following:
1. All firearms, loaded, unloaded, working or not working;
 2. Other firearms of all types including pellet, BB, stun, splat, starter pistols, and/or look-a-likes, or replica firearms which include facsimile or toy versions of firearms and reasonably appear to be a pistol, revolver, shotgun, sawed-off shotgun, rifle, machine gun, rocket launcher, or any other firearm;
 3. Knives including switchblade or automatically opening blades, butterfly knives, Swiss army knives, pocket knives, box-cutters/utility knives hunting knives, daggers, swords, razors;
 4. Artificial knuckles or similar objects designed to be worn over or inside the fist or knuckles;
 5. Blackjacks, clubs, throwing stars, martial arts devices;
 6. Explosives and/or similar devices and/or the threatened intent to cause an explosion;
 7. Poisons, chemicals, combustible or flammable liquids, or substances capable of causing bodily harm;
 8. Slingshots, bows and arrows;
 9. Chemical irritant ** i.e. pepper spray, mace;
 10. Any other device or instrument used to intimidate, threaten, or inflict bodily harm or fear.
- D. Exceptions: This policy, in accordance with Minnesota law, provides for the following exceptions:
1. Licensed police officers, military personnel, licensed security personnel
 2. Instructors of school district approved firearm safety courses or activities conducted on school property
 3. School district approved possession and use of weapons by ceremonial color guards
 4. School district approved possession and use of starter guns for athletic contests
 5. School district approved equipment and tools used and stored appropriately on school property for instructional or work-related purposes by workers and students

6. Other exceptions as granted by the superintendent

E. Implementation of the Policy on Weapons

1. Weapons violation, Federal law: Pursuant to the Federal "Gun Free Schools Act of 1994" any student who brings a weapon (firearm and/or destructive device as defined under Federal law) **to school** shall be expelled from school for not less than one year. **Consistent with State law, the School Board may modify this requirement on a case-by-case basis and any recommendation for expulsion must be consistent with the limitations imposed by state and federal special education and disability laws.**
2. Middle school students: Possession of a weapon, as defined in this policy, by students in middle school, grades six through eight, will lead to the immediate initiation of the expulsion process and may lead to referral to the police. The School Board will expel middle school students for a period of not less than the equivalent of one trimester of student contact days, and not more than 12 months. Alternative educational services will be provided to the student during the expulsion. A student in middle school will reenter school on the day the expulsion is completed.
3. High school students: Possession of a weapon, as defined in this policy, by students in high school, grades nine through graduation, will lead to immediate initiation of the expulsion process and referral to the police. The School Board will expel high school students for a period of not less than the equivalent of one trimester of student contact days, and not more than 12 months. Alternative educational services will be provided to the student during the expulsion. A student in high school will reenter school on the first day of the new term closest the completion of the expulsion.
4. Administrative Discretion: While the Anoka-Hennepin School District forbids the possession, use or distribution of weapons by students, the superintendent **or their's** designee may use discretion in determining whether, under specific circumstances outlined by district administration and the school board, a course of action other than a referral to the school board for expulsion is warranted. If so, other appropriate action may be taken, including consideration of a recommendation for lesser discipline.
5. Elementary school students: Principals in the elementary schools, when disciplining students in grades K-5 for possession of a weapon, as defined in this policy, will take disciplinary action consistent with state statute, as we determine the intended and actual danger to other students and staff. (Note: Expulsion may be recommended.) The principal will inform the student's parent/**guardians** of the disciplinary action. In all cases the student will receive information regarding the danger of weapons.
6. Students with Disabilities:
 - a. Students with disabilities may be suspended for violation of school rules in accordance with state and federal law.
 - b. If the student is in violation of the district drug, alcohol policy or has a weapon as defined by federal law is a student with a disability under IDEA or Section 504 of the Rehabilitation Act, the student may be placed in a 45 school day interim alternative placement, the specific placement and services for the student will be

consistent with state and federal requirements and are to be determined by the student's IEP Team.

- c. The use of seclusionary time out or restraint of a student with a disability **may be used in an emergency and must otherwise comply with Minnesota law on the use of restrictive procedures.** ~~requires development of a behavior plan which meets specific criteria of state and federal law and rule.~~

F. Search and Seizure

1. School Facilities/School Lockers: While the student has exclusive control over ~~his/her~~**their** locker, desk, workstation, and other similar assigned areas of school property as against other students, such possession is not exclusive as against the school and its officials. The lockers, desks, work stations, and other similar assigned areas remain the property of the school and, at any time it is deemed necessary, the principal or ~~his/her~~**their** designee has the authority to conduct a search and confiscate items considered illegal illicit, or disruptive to the educational process or evidence tending to prove a violation of law or a rule of the School District.
2. Students and their Personal Possessions: While the student has exclusive control over ~~his/her~~**their** property in ~~his/her~~**their** immediate possession as against other students it is not exclusive as against the school and its officials. When a reasonable suspicion arises that use or possession of a student's property **or its contents** is illegal, illicit, disruptive, or a danger to that student or others, a search may be made of the student's person and/or personal property; including vehicles.
3. Conducting a search
 - a. Before conducting a search, the principal or designee will determine that there is a reasonable suspicion that the search of a student or of a student's personal property will produce evidence that the student has violated or is violating either the law or the rules of the School District.
 - b. The search shall be conducted in a manner, which is reasonably related to the objective of the search and is not excessively intrusive into the student's privacy in light of the age and sex of the student and the nature of the violation. Items considered illegal, illicit, disruptive to the educational process, or evidence tending to prove a violation of law or of a rule of the School District may be confiscated.
4. Procedures to Implement the Policies on Search and Seizure
 - a. Only the building principal or specific designee shall be responsible for determining if a search will be conducted.
 - b. A written record of each search will be kept by the principal or designee on a form provided for this purpose; including the facts upon which a reasonable suspicion rests, location, time, reason for the search and/or seizure, persons present, and disposition of items.
 - c. A search of a student's person or personal property shall be done as discreetly and privately as possible without compromising safety.

- d. Those items considered to be illegal, illicit, disruptive, a general nuisance to the educational process, or evidence tending to prove a violation of a law, or a rule of the District may be **held by school administration**.~~seized~~. The storage, return, or disposition of ~~withheld~~~~seized~~ items shall be at the discretion of the principal, subject only to legal impoundment.
- e. Repossession of school property shall not be considered seizure.
- f. The School District retains the authority to patrol school parking lots and inspect the exteriors of automobiles or other motor vehicles on school property. The interiors of vehicles on school property may be inspected and searched when the principal or specific designee has a reasonable suspicion to believe that materials which are illicit, illegal, or disruptive to the education process are contained inside that vehicle.

~~IV~~.VI. Removal of Students from Class

- A. Teachers have the responsibility of attempting to modify disruptive student behavior by such means as conferring with the student, using positive reinforcement, assigning detention or other consequences, or contacting the student's parent/~~guardians~~. When such measures fail, or when the teacher determines it is otherwise appropriate based upon the student's conduct, the teacher shall have the authority to remove the student from class.
- B. Grounds for removal from class shall include any of the following:
 - 1. Willful conduct that significantly disrupts the rights of others to an education, including conduct that interferes with a teacher's ability to teach or communicate effectively with students in a class or with the ability of other students to learn;
 - 2. Willful conduct that endangers surrounding persons, including school district employees, the student or other students, or the property of the school;
 - 3. Willful violation of any school rules, regulations, policies or procedures, including the Code of Student Conduct in this policy; or
 - 4. Other conduct, which in the discretion of the teacher or administration, requires removal of the student from class.
- C. Removal from class is the short-term exclusion of a student from class during which the school retains custody of the student. Students violating the code of student conduct may be removed from class at the discretion of the classroom teacher for the duration of the class or activity period. If the student is to be removed for additional time, this and the conditions for return to class will be determined at a conference between the principal and the teacher. Students removed from class shall be the responsibility of the principal or designee. The principal or designee shall inform the student and the student's parent/guardian of the conditions for returning to class.
- D. If a student's total days of removal from class exceeds ten (10) cumulative days in a school year, the principal or designee shall make reasonable attempts to convene a meeting with the student and the student's parent-~~of~~/guardian prior to removing the student from class. The purpose of this meeting is to attempt to determine the ~~pupil's~~ **student's** need for assessment or other services.

- E. Parent/**guardian** notification: Parents/**guardian** shall be notified of a violation of the rules and of the resulting disciplinary action. Under unusual circumstances, principals may determine that it is not necessary to notify the parent/guardian.
- F. Modified Learning Program: The short-term modification of a student's program, not to exceed five days per infraction, during which the school district retains custody of the student.

~~G.~~ **VII. Out of School Suspension:**

- A. Suspension is the short-term exclusion, not to exceed five days (unless the student presents a danger to themselves or others) per infraction of the student from school during which the school is relieved of the custody of the child.
- B. If the suspension is longer than five days, the suspending administrator must provide the superintendent or designee with a reason for the longer suspension. A suspension may not extend beyond fifteen days.
- ~~4.~~C. Upon the sixth **consecutive** day of a suspension an alternative form of education must be presented to the child, i.e. supervise homework.
- D. Suspensions shall be utilized in accord with the Pupil Fair Dismissal Act and with **this Anoka-Hennepin School District** policy.
- E. **School administration must allow a suspended student the opportunity to complete all school work assigned during the period of the student's suspension and to receive full credit for satisfactorily completing the assignments. The school principal or other person having administrative control of the school building or program is encouraged to designate an employee as a liaison to work with the student's teachers to allow the suspended student to (1) receive timely course materials and other information, and (2) complete daily and weekly assignments and receive teachers' feedback.**

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~~H.~~ **VIII. Exclusion and Expulsion**

- 1. Exclusion is an action taken by the School Board to prevent enrollment or reenrollment of a student for a period that shall not extend beyond a school year.
- 2. Expulsion is an action taken by the School Board to prohibit an enrolled student from further attendance for a period of time that shall not extend beyond one calendar year from the date the child is suspended for the expellable offense.
- 3. Exclusion and expulsion shall be utilized in accordance with the Pupil Fair Dismissal Act and **this Anoka-Hennepin School District** policy.

IX. RECESS AND OTHER BREAKS

- A. "Recess detention" means excluding or excessively delaying a student from participating in a scheduled recess period as a consequence for student behavior. Recess detention does not include, among other things, providing alternative recess at the student's choice.

- B. A school administrator must not use recess detention unless:**
- 1. a student causes or is likely to cause serious physical harm to other students or staff;**
 - 2. the student's parent/guardian specifically consents to the use of recess detention; or**
 - 3. for students receiving special education services, the student's individualized education program team has determined that withholding recess is appropriate based on the individualized needs of the student.**
- C. Recess must not be withheld from a student based on incomplete schoolwork.**
- D. School administrators are encouraged to ensure student access to structured breaks from the demands of school and to support teachers and other school staff in their efforts to use evidence-based approaches to reduce exclusionary forms of discipline.**

∇. X. SUMMER SCHOOL

- A. Summer school is not a state or federally mandated program, and students are not required to attend. Anoka-Hennepin Independent School District No. 11 has rules and regulations regarding the granting of credit for courses taken during the summer school; essentially these regulations state that participants must make up every day of absence from summer school in order to complete the necessary minimum number of hours for course credit. Excessive absence could result in a student being dismissed from a summer school credit course.**
- B. Parents/guardians and students should be aware that summer school also differs from the regular school year in that alternative programs **may not be available** ~~are not provided~~ for students who exhibit attendance and/or behavior problems. Students ~~may~~**will** be dropped from summer school for violations of the student code of conduct.**
- C. Anoka-Hennepin School District No. 11 recognizes its obligations to provide students the elements of due process. Due process is the implementation of procedures which when adhered to guarantees the protection of equal rights. Before a student is dropped from summer school, the appropriate due process components will be followed.**
- D. The Anoka-Hennepin School District's discipline policy applies to summer school.**

XI. DISCIPLINE COMPLAINT PROCEDURE

Students, parents and other guardians, and school staff may file a complaint and seek corrective action when the requirements of the Minnesota Pupil Fair Dismissal Act or this policy are not being implemented appropriately or are being discriminately applied.

- A. **Time for filing complaint, to whom:** The complainant should attempt to informally resolve the complaint by notifying the principal or their designee of the complaint as soon as practicable, but in no event longer than five (5) school days after the event which is the subject of the complaint.
- B. **If the complaint is not resolved informally, the complaining party shall reduce the complaint to writing and the school principal shall transmit the written complaint to the Principal Elementary Student Conduct or Principal Secondary Student Conduct, as appropriate. The Principal of Student Conduct shall begin to investigate the complaint within three (3) school days after receipt of the written complaint. The Principal of Student Conduct shall provide an opportunity for involved parties to submit additional relevant information, and shall meet (in-person, virtually, or by phone) with the complaining party. The Principal of Student Conduct will make a written disposition of the matter within twenty (20) school days of receipt of the written complaint and shall forward copies to the complaining party and the school principal.**
- C. **The decision of the Principal of Student Conduct shall be final.**
- D. **If it is determined that the requirements of the Pupil Fair Dismissal Act were not implemented appropriately or were discriminatorily applied, the Principal Elementary Student Conduct or Principal Secondary Student Conduct ~~elementary or secondary principal of Compass programs~~ shall oversee a corrective action plan to correct the student's record and provide relevant staff with training, coaching, or other accountability practices, and take other appropriate measures designed to ensure appropriate compliance with policies in the future.**
- E. **The District prohibits reprisals or retaliation against any person who asserts, alleges, or reports a complaint under this provision. Complaints of retaliation or reprisal will be investigated and handled by the General Counsel or designee.**

~~V~~ XII. COMMUNICATION/DISTRIBUTION OF POLICY

- A. **Publication:** This policy shall be published and distributed annually for all students utilizing one or more of the following methods: publication in a student handbook; publication in a principal's newsletter to parents/**guardians** with the request that the parent/**guardian** discuss the policy with the student; publication in pamphlet form to be distributed; and/or publication in a district wide mailing to parent/**guardians**.
- B. **Building-level Supplement:** The building principal may supplement this policy with rules and regulations for a particular building. However, no such rule or regulation shall be inconsistent with School Board policy.
- C. **Dissemination to Students:** This policy and supplemental building rules and regulations shall be reviewed with students in classrooms at the beginning of each school year.
- D. **Annual Review:** The principal and representative staff and students in each school building shall confer at least annually to review the discipline policy and to assess

whether the policy is appropriate and has been enforced. Any recommended changes shall be forwarded to the Superintendent for review.

Legal References: Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
 Minn. Stat. § 121A.61 (Removal of Students from Class)
 Minn. Stat. § 121A.575 (Alternatives to Pupil Suspension)
 Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)
 Minn. Stat. §§ 121A.60 (Definitions)
 Minn. Stat. § 121A.61 (Discipline and Removal of Students from Class)
 Minn. Stat. § 122A.42 (General Control of Schools)
 Minn. Stat. Ch. 125A (Special Education and Special Programs)
 Minn. Stat. § 152.22, Subd. 6 (Definitions)
 Minn. Stat. § 152.23 (Limitations)
 Minn. Stat. Ch. 260A (Truancy)

~~Anoka-Hennepin District No. 11~~

~~Coon Rapids, MN 55433~~ Anoka-Hennepin District No. 11

Anoka, MN 55303

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Revised October, 2023

HARASSMENT, VIOLENCE and DISCRIMINATION POLICY

- I. **PURPOSE:** The purpose of this policy is to maintain a learning and working environment that is free from discrimination, harassment and violence on the basis of race, color, creed, religion, national origin, sex, gender identity, age, marital status, familial or family care leave status, status with regard to public assistance, sexual orientation, including gender identity or expression, disability, veteran status, or other protected classes as defined by the Minnesota Human Rights Act or other applicable state or federal laws.

- II. **GENERAL STATEMENT OF POLICY**
 - A. It is the policy of the Anoka-Hennepin School District No. 11 to maintain a learning and working environment that is free from harassment, violence or discrimination based on actual or perceived race, color, creed, religion, national origin, sex, ~~gender~~ **identity**, marital status, familial status, disability, status with regard to public assistance, sexual orientation, age, family care leave status or veteran status. The district prohibits any form of harassment, violence or discrimination based on actual or perceived protected class status.
 - B. It will be a violation of this policy for any student or district employee to (1) harass a student or district employee through conduct or communication (e.g., physical, verbal, graphic or written) or to (2) inflict, threaten to inflict or attempt to inflict violence; or to (3) discriminate against a student or District employee based on that student's or employee's actual or perceived protected class status.
 - C. **It is a violation of this policy for any district employee or student to engage in malicious and sadistic conduct involving race, color, creed, national origin, sex, age, marital status, status with regard to public assistance, disability, religion, sexual harassment, and sexual orientation and gender identity, as defined by the Minnesota Human Rights Act. It is also a violation of this policy to engage in sexual exploitation**
 - D. This policy applies to all of the academic and nonacademic (for example, athletic and extracurricular) programs of the district and will be enforced before, during, or after school hours on all school property, including the school bus, school functions, or events held at other locations. The policy also applies to any off-campus conduct that causes or threatens to cause a substantial and material disruption at school, or interferes with the rights of students or employees to be free from a hostile school environment taking into consideration the totality of the circumstances on and off campus.
 - E. The district will investigate all complaints of harassment, violence or discrimination—whether formal or informal, verbal or written—based on a student's or district employee's actual or perceived protected class status, and will discipline or take appropriate action against any student or District employee who is found to have violated this policy. Appropriate administrative and staff follow-up will be provided for targets and offenders of harassment, violence and discrimination.
 - F. While this policy addresses the reporting and responses to harassment, violence or discrimination, the district recognizes the importance of preventing harassment,

violence and discrimination before it occurs through ongoing practices, programs and training. The district shall implement violence prevention and character development education programs to prevent and reduce policy violations. Such programs may offer instruction on character education including, but not limited to, character qualities such as attentiveness, truthfulness, respect for authority, diligence, gratefulness, self-discipline, patience, forgiveness, respect for others, peacemaking, and resourcefulness.

III. DEFINITIONS

A. District employee. For purposes of this policy, district employee includes school board members, district employees, agents, volunteers, contractors/vendors, or persons subject to the supervision and control of the district.

B. Discriminate. The term "discriminate" includes segregate or separate and, for purposes of discrimination based on sex, it includes sexual harassment.

All formatting to be adjusted prior to final approval.

413.0

C. Harassment. Harassment is unwelcome conduct that is based on race, color, creed, religion, national origin, sex, gender **identity**, marital status, familial status, disability, status with regard to public assistance, sexual orientation, age, family care leave status or veteran status. A single incident of harassment may implicate more than one protected class. For example, a student may be targeted because of **their** his race and sexual orientation.

1. Harassing conduct may take many forms, including but not limited to verbal acts and name-calling, as well as nonverbal behavior that is physically threatening, harmful, or humiliating. Harassment includes the use of derogatory language, intimidation, and threats; unwanted physical contact or physical violence; and the use of derogatory language and images in graffiti, pictures or drawings, notes, e-mails, electronic postings and/or phone or text messages related to a person's membership in a protected class. Harassment includes behavior that may not be directed at a particular person, but may instead consist of harassing conduct (e.g. physical, verbal, graphic, or written) that creates a hostile environment for students or employees.
2. Conduct is unwelcome if the student or employee did not request or invite it and considered the conduct to be undesirable or offensive. Submission or failure to complain does not mean that the conduct was welcome; the circumstances must be examined.
3. With respect to students, a "hostile environment" exists when harassment is sufficiently severe, persistent, or pervasive to interfere with or limit one or more students' abilities to participate in or benefit from the education program.
4. With respect to district employees, a "hostile environment" exists when harassment is sufficiently severe or pervasive so as to alter the conditions of the victim's employment and create an abusive working environment.

D. Sex-Based Harassment (Reference 413.1 Title IX Harassment Grievance Process)

1. "Sex-based harassment" includes both sexual harassment and gender-based harassment.
2. Sexual harassment is harassment of a sexual nature. Sexual harassment consists of unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:
 - a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining or retaining employment, or of obtaining an education; or
 - b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
 - c. the conduct or communication has the purpose or effect of creating a hostile environment.

3. "Gender-based harassment" means non-sexual harassment of a person because of the person's sex, including harassment based on gender identity and expression. Gender-based harassment includes, but is not limited to, harassment based on the person's nonconformity with gender stereotypes, regardless of the actual or perceived sex, gender identity, or sexual orientation of the harasser or target of the harassment.
4. "Gender stereotypes" refers to stereotypical notions of masculinity and femininity or expectations of how boys or girls should act.
- 4.5. "Gender identity" means a person's inherent sense of being a man, woman, both, or neither. A person's gender identity may or may not correspond to their assigned sex at birth or to their primary or secondary sex characteristics. A person's gender identity is not necessarily visible to others.**
- E. Sexual Orientation Based Harassment (Reference 413.1 Title IX Harassment Grievance Process)
1. "Sexual orientation-based harassment" means non-sexual harassment of a person because of the person's actual or perceived sexual orientation or association with or advocacy for a person or group (e.g., family members or friends) who are lesbian, gay, bisexual or transgender ("LGBTQIA+").
2. "Sexual orientation" means ~~having or being perceived as having an emotional, physical, or sexual attachment to another person without regard to the sex of that person or having or being perceived as having an orientation for such attachment, or having or being perceived as having a self image or identity not traditionally associated with one's biological maleness or femaleness~~ **to whom someone is, or is perceived of as being, emotionally, physically, or sexually attracted to based on sex or gender identity. A person may be attracted to men, women, both, neither, or to people who are genderqueer, androgynous, or have other gender identities.**
- F. Racial, Color, Creed or National Origin Harassment.
1. Racial, color, creed or national origin harassment consists of physical or verbal conduct based on an individual's perceived or actual race, color, creed or national origin.
2. "National origin" means the place of birth of an individual or of any of the individual's lineal ancestors. This includes harassment of students born in the United States who have relatives that are from other countries.
- G. Race.
- Race is inclusive of traits associated with race, including but not limited to hair texture and hair styles such as braids, locs, and twists.
- H. Religious Harassment.

413.0

Religious harassment consists of physical or verbal conduct based on an individual's perceived or actual religious beliefs.

I. Disability Harassment.

1. Disability harassment consists of physical or verbal conduct based on an individual's perceived or actual disability.

2. A person with a disability is any person who (1) has a physical or mental impairment which substantially limits one or more major life activities; (2) has a record of such an impairment; or (3) is regarded as having such an impairment. This includes students who are protected by Title II of the Americans with Disabilities Act and/or Section 504 of the Rehabilitation Act.

All formatting to be adjusted prior to final approval.

3. Disability harassment also may deny a student with a disability a free and appropriate public education (FAPE). Harassment of a student based on disability may decrease the student's ability to benefit from ~~their~~^{his or her} education and amount to a denial of FAPE.

~~J.~~ **J. Other Protected Class Harassment.**

Harassment of other protected classes consists of physical or verbal conduct based on an individual's perceived or actual protected class status.

~~J.~~ **K. Sexual Violence.**

Sexual violence is a physical act of aggression or force or the threat thereof that involves the touching of another person's intimate parts, or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minn. Stat. § 609.341, includes the primary genital area, groin, inner thigh, buttocks or breast, as well as the clothing covering these areas. Sexual violence may include, but is not limited to:

1. touching, patting, grabbing, or pinching another person's intimate parts, whether that person is of the same sex or the opposite sex;
2. coercing, forcing or attempting to coerce or force the touching of anyone's intimate parts;
3. coercing, forcing or attempting to coerce or force sexual intercourse or a sexual act on another; or
4. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

~~K.~~ **L. Racial, Color, Creed or National Origin Violence.**

Racial violence is a physical act of aggression or force, an assault, or the threat thereof, that is directed toward a student or employee based on their perceived or actual race, color, creed, or national origin.

~~L.~~ **M. Religious Violence.**

Religious violence is a physical act of aggression or force, an assault, or the threat thereof, that is directed toward a student or employee based on their perceived or actual religion.

~~M.~~ **N. Disability Violence.**

Disability violence is a physical act of aggression or force, an assault, or the threat thereof, that is directed toward a student or employee based on a perceived or actual disability.

~~N.~~ **O. Other Protected Class Violence.**

Other Protected Class violence is a physical act of aggression or assault on another based on their actual or perceived protected class status.

~~O.J.~~ P. Assault is:

1. an act done with intent to cause fear in another of immediate bodily harm or death;
2. the intentional infliction of or attempt to inflict bodily harm on another; or
3. the threat to do bodily harm to another with present ability to carry out the threat.

~~3.K.~~ Q. Malicious and sadistic conduct means creating a hostile learning environment by acting with the intent to cause harm by intentionally injuring another without just cause or reason or engaging in extreme or excessive cruelty or delighting in cruelty.

II. GENERAL REPORTING PROCEDURES

~~A.—The adoption and implementation of a proper reporting system will help the district comply with the Minnesota Human Rights Act and federal law by ensuring that the district promptly addresses allegations of harassment and violence.~~

~~B.—Pursuant to Title IX, each district must designate at least one employee (Title IX Coordinator) to coordinate its efforts to comply with and carry out its responsibilities under the regulations, including Title IX complaint investigations. 34 C.F.R. §106.8(a).~~

~~C.—Each district must also publish grievance procedures providing for prompt and equitable resolution of sex discrimination complaints, including complaints of sexual harassment. In addition, under Section 504 and Title II, districts are required to have grievance procedures to address disability harassment.~~

~~D. Minnesota Statutes section 121A.03 requires that districts have reporting procedures for sexual, religious, and racial harassment and/or violence complaints.~~

~~1. For purposes of meeting the state reporting requirements, the following reporting procedures will be made available for district employees and students who wish to report an incident or incidents that may involve harassment, violence or discrimination based on actual or perceived race, color, creed, religion, national origin, sex/gender, marital status, familial status, disability, status with regard to public assistance, sexual orientation, age, family care leave status or veteran status.~~

~~2. The district personnel designated in this policy are to receive oral or written complaints and reports of harassment, violence or discrimination based on race, color, creed, religion, national origin, sex/gender, marital status, familial status, disability, status with regard to public assistance, sexual orientation, age, family care leave status or veteran status.~~

III. IV. REPORTING PROCEDURES FOR INCIDENTS OF HARASSMENT AND/OR DISCRIMINATION AGAINST DISTRICT EMPLOYEES

A. Reporting Complaints

1. Any District employee who believes ~~he or she has~~**they have** experienced harassment, violence or discrimination on the basis of ~~their~~**his or her** actual or perceived race, color, creed, religion, national origin, sex/gender, marital status, familial status, disability, status with regard to public assistance, sexual orientation, age, family care leave status or veteran status, or any person with knowledge or belief of conduct which may constitute harassment, violence or discrimination, should report the alleged acts immediately, or as soon as possible, to an appropriate district official designated by this policy.
2. Although the district encourages the alleged target or other reporting party to use the report form set forth in this policy, use of the formal reporting form is not required. Oral reports shall be considered complaints as well. The form is available from the principal of each building, the district office, and on the district's website. Upon request for qualified persons with a disability, alternative means of filing a complaint, such as through a personal interview or by tape recording, will be made available.
3. In the District. The school board designates the ~~Director of Employee Services~~**Executive Director of Human Resources** as the district human rights officer to receive employee reports or complaints of harassment, violence, and discrimination at:

Mailing address: 2727 North Ferry Street, Anoka, MN 55303
 Telephone: (763) 506-1000
 Email: humanrightsofficer@ahschools.us

If the complaint involves the human rights officer, the complaint shall be filed directly with the superintendent at:

Mailing address: 2727 North Ferry Street, Anoka, MN 55303
 Telephone: (763) 506-1000
 Email: superintendent@ahschools.us

If the complaint involves the superintendent, the complaint shall be filed directly with the school board:

Mailing address: 2727 North Ferry Street, Anoka, MN 55303
 Telephone: (763) 506-1000
 Email: schoolboard@ahschools.us

If the complaint involves a school board member, the complaint shall be filed directly with the school board chair:

Mailing address: 2727 North Ferry Street, Anoka, MN 55303
 Telephone: (763) 506-1000
 Email: schoolboard@ahschools.us

If the complaint involves the school board chair, the complaint shall be filed directly with the school board vice chair:

Mailing address: 2727 North Ferry Street, Anoka, MN 55303

Telephone: (763) 506-1000

Email: schoolboard@ahschools.us

4. In Each School Building. The school principal is the person responsible for receiving oral or written reports of harassment, violence or discrimination at the school level. Any district employee who receives a report shall inform the principal immediately. If the principal is not available on the date of the report, then the employee must forward the oral or written report/complaint directly to the human rights officer. If the complaint involves the principal, the employee will provide **their** ~~his or her~~ report directly to the superintendent or the district's human rights officer. Upon receipt of a report, the principal must notify the district human rights officer immediately, without screening or investigating the credibility of the report. The principal may request, but may not insist on, a written complaint. If the report is verbal, the principal shall prepare and provide to the human rights officer a written statement of the facts alleged within 24 hours of receiving the report. Failure to forward any harassment or violence report or complaint may result in disciplinary action against the principal.

5. Nothing in this policy shall prevent a district employee from reporting harassment, violence, or discrimination directly to the district human rights officer or to the superintendent.

6. The complaint (verbal or written) should be reported immediately, or as soon after the incident as possible; delays between the date of the alleged incident and the reporting date may make investigations more difficult.

7. The willful filing of a false report will be considered to be a violation of district policy.

8. Although confidentiality cannot be assured, the district will respect the privacy of the alleged target, the reporter (if someone other than the alleged target), the individual(s) against whom the complaint is filed, and the witnesses as much as possible, consistent with the district's legal obligations to investigate, to take appropriate action, and to conform with any discovery or disclosure obligations.

B. Investigation – District Employees

1. The human rights officer, upon receipt of a report or complaint, will promptly undertake or authorize an investigation. The investigation may be conducted by district officials or by a neutral third party designated by the district.

2. The investigation will be completed within 30 calendar days from receipt of the complaint, unless impracticable.

3. The investigation may, as appropriate, consist of personal interviews with the alleged target, the reporter (if someone other than the alleged target), the individual(s) against whom the complaint is filed, and others who may have

knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.

4. In determining whether alleged conduct constitutes a violation of this policy, the district will consider the facts and surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

5. The district, at its discretion, may take immediate steps, based on the severity of the allegations, to protect the parties involved in the complaint process pending completion of an investigation.

C. School District Action – District Employee

1. Upon completion of the investigation, the district or neutral third party designated investigator will make a written report to the human rights officer. If the complaint involves the human rights officer, the report must be filed directly with the superintendent. If the complaint involves the superintendent, the report must be filed directly with the school board. The report will include the facts, a determination of whether the allegations have been substantiated and whether a violation of this policy has occurred.

2. Upon completion of the investigation, the human rights officer will inform the alleged target of ~~their~~~~his or her~~ right to review the written report at the school building where the target is employed or enrolled, in accordance with state and federal law regarding data or records privacy.

3. In the event a complaint is substantiated, the district will take appropriate and effective action depending on the circumstances. Such action may include, but is not limited to, training, counseling, warning, suspension, transfer, remediation, or termination. District action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota and federal law, and district policies.

~~IV.~~ V. REPORTING PROCEDURES FOR INCIDENTS OF HARASSMENT AND/OR DISCRIMINATION AGAINST STUDENTS

A. Reporting a Complaint

1. Any student who believes ~~she/he has~~~~they have~~ experienced harassment, violence or discrimination on the basis of their actual or perceived race, color, creed, religion, national origin, sex/gender, marital status, familial status, disability, status with regard to public assistance, sexual orientation, age, family care leave status or veteran status should report the alleged acts immediately, or as soon as possible, to an administrator, counselor, or student services advocate in that school.

2. Any District employee who observes an act of harassment, violence or discrimination toward a student shall intervene to attempt to stop the act and shall report it to the appropriate person immediately, or as soon as possible.
3. Any District employee or student who witnesses or has knowledge or belief of conduct that may be harassment, violence or discrimination toward a student shall inform an administrator, counselor, or student services advocate immediately, or as soon after the incident as possible. A counselor or student services advocate must promptly report the information to an administrator.
4. The complaint (verbal or written) should be reported immediately, or as soon after the incident as possible; delays between the date of the alleged incident and the reporting date may make investigations more difficult.
5. The school board designates the Title IX Coordinator/Equity Coordinator to monitor and receive student reports or complaints of harassment, violence and discrimination against students:

Title IX Coordinator/Equity Coordinator
Mailing address: 2727 North Ferry Street, Anoka, MN 55303
Telephone: (763) 506-1000
Email: titleIXcoordinator@ahschools.us

6. The school board designates the 504 Coordinator to monitor and receive student reports or complaints of disability harassment, violence and discrimination:

504 Coordinator
Mailing address: 2727 North Ferry Street, Anoka, MN 55303
Telephone: (763) 506-1000
Email: 504coordinator@ahschools.us

7. If the complaint involves an administrator, the complaint should be filed directly with the Title IX/Equity Coordinator, who will advise the Superintendent. If a complaint involves the Title IX/Equity Coordinator, the complaint shall be filed directly with the superintendent. If the complaint involves the superintendent, the complaint shall be filed directly with the school board:

Mailing address: 2727 North Ferry Street, Anoka, MN 55303
Telephone: (763) 506-1000
Email: schoolboard@ahschools.us

8. If the complaint involves a school board member, the complaint shall be filed directly with the school board chair:

Mailing address: 2727 North Ferry Street, Anoka, MN 55303
Telephone: (763) 506-1000
Email: schoolboard@ahschools.us

9. If the complaint involves the school board chair, the complaint shall be filed directly with the school board vice chair:

Mailing address: 2727 North Ferry Street, Anoka, MN 55303
Telephone: (763) 506-1000
Email: schoolboard@ahschools.us

10. Nothing in this policy shall prevent any person from reporting harassment, violence, or discrimination directly to the Title IX Coordinator/Equity Coordinator or to the superintendent:

Superintendent, Anoka Hennepin School District
Mailing address: 2727 North Ferry Street, Anoka, MN 55303
Telephone: (763) 506-1000
Email: superintendent@ahschools.us

11. Although the district encourages the reporting student to use the report form set forth in this policy, use of formal reporting forms is not required. Oral reports shall be considered complaints as well. The form is available in the counseling and administrative office of each school, the district office, and on the district's website at:

<http://www.ahschools.us/complaintform>

Alternative, accessible means of filing a complaint, such as through a personal interview or by tape recording, will be made available for individuals with disabilities.

B. Investigation— Students

1. Upon receipt of a report or complaint, the district shall promptly undertake or authorize an investigation. The investigation will be completed within thirty days from receipt of the complaint, unless impracticable.
2. The investigation may, as appropriate, consist of personal interviews with the alleged target, the reporter (if someone other than the alleged target), the individual(s) against whom the complaint is filed, and others who may have knowledge of the alleged incident(s) or circumstances giving rise to the complaint. The investigation may also consist of any other methods and documents deemed pertinent by the investigator.
3. In determining whether alleged conduct constitutes a violation of this policy, the district will consider the age and level of understanding of the student(s) involved, the facts and surrounding circumstances, the nature of the behavior, past incidents or past or continuing patterns of behavior, the relationships between the parties involved and the context in which the alleged incidents occurred. Whether a particular action or incident constitutes a violation of this policy requires a determination based on all the facts and surrounding circumstances.

4. The district may, at its discretion, take immediate steps, based on the severity of the allegations, to protect the parties involved in the complaint process pending completion of an investigation.
5. The intentional filing of a false report will be considered to be a violation of the student discipline policy.

C. School District Action – Students

1. The investigator shall document ~~their~~~~his or her~~ findings within five school days of concluding the investigation.
2. Upon conclusion of the investigation and receipt of the findings, and if harassment is found to have occurred, the district will take appropriate and effective action with respect to the target and the offender, and document the action taken. If the investigator determined that a violation of this policy has occurred, such appropriate action may include, but is not limited to, an education component, alternative dispute resolution, training, counseling, warning, class transfer, suspension, expulsion, or transfer. If both the target and the alleged offender agree to attempt to mediate the complaint using the school's formal mediation process, this will be encouraged.

D. Timelines and Notification to Parents/Guardians

1. The parent(s)/guardian(s) of the target and/or the alleged offenders of bullying, harassment, violence or discrimination should be notified of the report before the close of the current school day, but not later than two school days of the report being filed, unless otherwise directed by law enforcement or required by law, or if in the professional judgment of the District notification is not warranted. The parents/guardians of both the target and the alleged offender(s) shall be notified if there is a physical assault, unless otherwise directed by law enforcement or required by law.
2. Following the investigation, the person handling the complaint or a representative of the District will communicate with the target regarding the outcome of the investigation.
 - a. This communication will include the parent(s)/guardian(s) of the student at the parent's/guardian's request if the student is under age 18, or at the student's request if over 18.
 - b. If the investigation has not been completed within three school days, a verbal summary of the progress of the investigation will be given to the target at that time.
3. The target and/or the parent(s)/guardian(s) of the target may review any relevant data in the office of the employee completing the report if requested.

a. Copies of the data will not be released to a student but may be released to the parent(s)/guardian(s) of the target upon request of the parent(s)/guardian(s).

b. The alleged offender(s) or ~~their~~~~his/her~~ parent(s)/guardian(s) may not examine or have access to the data unless a court order is received by the District. The alleged offender(s) or ~~their~~~~his/her~~ parent(s)/guardian(s) may not be informed of the individual identity of the reporter by any staff person investigating the complaint.

4. The privacy and data privacy rights of all persons involved must be respected in accordance with current state and federal laws.

E. Who is Responsible for Carrying Out This Reporting Procedure

1. When a report is made or referred to an administrator, that person or ~~their~~~~his or her~~ designee is responsible for carrying out and documenting this reporting procedure.

2. When a report is made or referred to the Title IX Coordinator/Equity Coordinator, that person or ~~their~~~~his or her~~ designee, is responsible for carrying out and documenting this reporting procedure.

3. When a report is made to the superintendent, that person or ~~their~~~~his or her~~ designee is responsible for carrying out and documenting this reporting procedure.

4. The district's 504 Coordinator or ~~their~~~~his or her~~ designee, is responsible for carrying out and documenting this procedure in connection with complaints of disability harassment, violence, or discrimination.

5. Incidents that include violence as defined in this procedure should also be referred to the ~~police liaison~~ **school resource** officer serving the building for a possible separate criminal investigation.

6. When the report involves alleged harassment, violence or discrimination by a district employee or employee of an agency contracted by the District against a student, the investigation will be performed by the Title IX/Equity Coordinator.

F. Harassment or Violence as Abuse

1. Under certain circumstances, alleged harassment or violence may also be possible abuse under Minnesota law. If so, the duties of mandatory reporting under Minnesota Statutes section 626.556 may be applicable.

2. Nothing in this policy will prevent or prohibit the district from taking immediate action to protect victims of alleged harassment, violence or abuse.

V. NO REPRISAL

There will be no retaliation against any target or reporter of harassment, violence or discrimination under this policy, nor against any person who participates in an investigation. The district will take appropriate action against any student, teacher, administrator or other district employee who retaliates against any person who makes a good faith report, who testifies, assists or participates in an investigation, or who testifies, assists or participates in a proceeding or hearing relating to the report. Retaliation includes, but is not limited to, any form of intimidation, reprisal or harassment.

VI. APPEAL

If the report or grievance has not been resolved to the satisfaction of the target of harassment, violence or discrimination, s/he may appeal to the human rights officer if a district employee, or the Title IX/Equity Coordinator if a student, within ten (10) school days of receipt of the findings of the district investigation. The district investigator will conduct a review of the appeal and, within ten (10) school days of receipt of the appeal, will affirm, reverse, or modify the findings of the report. The decision of the district investigator is final.

VII. CONFLICT OF INTEREST

If there is a conflict of interest with respect to any party affected by this policy, appropriate accommodations will be made, such as, but not limited to, appointing or contracting with a neutral third-party investigator to conduct the investigation, or recusing from the process the person for whom a conflict or potential conflict of interest exists.

VIII. RIGHT TO ALTERNATIVE COMPLAINT PROCEDURES

These procedures do not deny the right of any individual to pursue other avenues of recourse which may include filing charges with the agencies identified below, or initiating an action in state or federal court.

**Minnesota Department of Human Rights
Griggs Midway Building
540 Fairview Ave. North, Suite 201
St. Paul, Minnesota 55104
651-539-1100**

~~Minnesota Department of Human Rights
Freeman Building
625 Robert Street North
St. Paul, MN 55155
toll free: 800.657.3704
tty: 651.296.1283
fax: 651.296.9042
Info.mdhr@state.mn.us
www.humanrights.state.mn.us~~

**U.S. Department of Education
Office for Civil Rights, Region V 500
W. Madison Street, Suite 1475
Chicago, IL 60661
tel: 312-730-1560**

~~U.S. Department of Education
Office for Civil Rights, Region V
500
W. Madison Street - Suite 1475
Chicago IL 60661
Tel: 312.730.1560
TDD: 312.730.1609~~

U.S. Equal Employment Opportunity Commission
EEOC Minneapolis Area Office
Towle Building
330 South Second Avenue, Suite 720
Minneapolis, MN 55401-2224
tel: 612-552-7306
tty: 1-800-669-6820
<https://www.eeoc.gov/>
public portal: <https://publicportal.eeoc.gov/>

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~~IX.~~ IX. MONITORING OF INCIDENTS

The Title IX/Equity Coordinator will monitor the frequency, nature, and severity of harassment, and the district's response to harassment incidents over time, in order to address the effectiveness of the district's prevention efforts and compliance with this policy.

~~X.~~ X. DISSEMINATION OF THE POLICY

1. Each school will ensure that this policy is discussed at the start of each school year with all staff and with each student in a manner appropriate to ~~their~~^{his/her} age and level of understanding and the principal or a designee will document the date it was discussed in each classroom.

2. This policy, including possible consequences for a violation, will be in the student handbook of every school.

3. This policy will be conspicuously posted throughout each school and other District buildings in areas accessible to students and staff. Posters will be made available to each school for duplication.

4. This policy will be ~~sent~~ **provided** to every home ~~by mail~~ at the start of each school year. ~~as part of the district publication, Back to School News.~~ If a newsletter is sent to the homes of students, a summary of this policy/procedure will be included in that newsletter at least once each year.

5. This policy shall be given to each district employee and independent contractor at the time of entering into the person's employment contract.

~~XI.~~ XI. REVIEW OF THE POLICY

This policy will be reviewed by the Board or its designee on an annual basis for effectiveness and appropriateness and, if necessary, will be revised to conform with applicable state and federal law.

Anoka-Hennepin District No. 11

Anoka, MN 55303

Adopted: March 26, 1985

Revised: August 1985, July 1991, December 1993, November 1998, September 2003, April 28, 2008, October 25, 2010, January 9, 2012, October 22, 2012

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Revised: December 12, 2016

Revised: September 27, 2021

Revised: October 2023