



A – Request decision – closure required
B – Update/status report
C – Discussion and input – final decision at a subsequent meeting

School Board Meeting
Monday, September 23, 2024
AGENDA

1. **Call to Order (1 minute)**
09-23-24 Important Dates 4
2. **Pledge of Allegiance (1 minute)**
3. **Approve Board Agenda (1 minute)**
4. **Recognitions (15 minutes)**
 - 4.A. Jeff Mueller, Transportation Safety Coordinator, "2024 MN Association of Pupil Transportation (MAPT) Administrator of the Year Award" - (3 minutes)
Greg Cole, Chief Operations Officer, B.J. Ison, Director of Transportation, Jeff Mueller, Transportation Safety Coordinator
 - 4.B. School Bus Safety Poster Contest Winners - (9 minutes)
Greg Cole, Chief Operations Officer, B.J. Ison, Director of Transportation, Jeff Mueller, Transportation Safety Coordinator
 - 4.C. Monroe Elementary, "Project Lead the Way Program Recognition-Distinguished Launch" - (3 minutes)
Dr. Mary Wolverton, Associate Superintendent for Elementary Schools, Amy Oliver, Principal, Monroe Elementary
5. **Consent Agenda (5 minutes)**
 - 5.A. Minutes from the 09-09-24 School Board Work Session - **A**
Jeff Simon, Board Clerk
Appendix A 5
 - 5.B. Retirements, Resignations, Terminations, Layoffs and Recalls, Leaves and Modified Leaves of Absence, Appointments - **A**
Brian Duffy, Director of Employee Services
Appendix B 9
 - 5.C. Cash Disbursements Report - **A**
Jennifer Beck, Director of Finance
Appendix C 13
 - 5.D. Cash Balance Report - **A**
Jennifer Beck, Director of Finance
Appendix D 14
 - 5.E. Donations & Scholarship Report - **A**

Jennifer Beck, Director of Finance	
Appendix E	15
5.F. Monthly Revenue & Expenditures - A Jennifer Beck, Director of Finance	
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5.G. 102.0G Equal Educational Opportunity Policy-Gender Inclusion Guidance, Revised - A Tim Palmatier, General Counsel	
Appendix G	18
5.H. 512.0 School Sponsored Media Policy, Revised - A Tim Palmatier, General Counsel	
Appendix H	24
5.I. Bid #25011B-Sand Creek Elementary, HVAC Replacement-Phase 4 - A Tiffany Audette, Director of Purchasing	
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5.J. City of Andover-School Resource Officer Contract #C000491 - A Greg Cole, Chief Operations Officer	
Appendix J	33
5.K. Anoka Area Ice Arena Rental Contract #C000510 - A Greg Cole, Chief Operations Officer	
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5.L. Bid #25012B-Eisenhower Elementary, HVAC Replacement & Deferred Maintenance, Phase 2 - A Tiffany Audette, Director of Purchasing	
Appendix L	53
5.M. Immunization Exclusions as required by Statute 121a.15 - A Kathy Schulz, Health Services Coordinator	
6. Communications, Delegations & Petitions (15 minutes)	
7. Board Calendar & District Update (10 minutes) Cory McIntyre, Superintendent	
8. Finance (40 minutes)	
8.A. Preliminary Tax Certification for Taxes Payable 2025 (20 minutes) - A Michelle Vargas, Chief Financial Officer	
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8.B. Phase 2 Budget Reductions & Reallocations Preliminary Recommendation (20 minutes) - B Cory McIntyre, Superintendent	
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9. General Counsel (15 minutes)	
9.A. 503.0 Attendance and Absences Policy, New Policy, First Read (15 minutes) - C Tim Palmatier, General Counsel, Britt Olean, District Social Worker	

10. **Labor Relations (20 minutes)**

- 10.A. Authorize School Readiness/Kindergarten Readiness Preschool Teachers 2024-25 Master Agreement (10 minutes) - **A**
Dr. Jennifer Cherry, Executive Director of Human Resources, Todd Mensink, Director of Labor Relations & Benefits

- 10.B. Labor Relations Update (10 minutes) - **B**
Dr. Jennifer Cherry, Executive Director of Human Resources, Todd Mensink, Director of Labor Relations & Benefits

11. **Board Correspondence & Communication**

12. **Executive Session (15 minutes)**

Greg Cole, Chief Operations Officer

- 12.A. Executive Session Pursuant to Minn. Stat. 13D.05 Subd. 3(c)(1). (15 minutes)
Greg Cole, Chief Operation Officer

13. **Adjourn**

ANOKA-HENNEPIN SCHOOLS

A FUTURE WITHOUT LIMIT

September 23, 2024

Dates to Remember

- 1. September 23** **Regular School Board Meeting, Sandburg Education Center, 6:30 p.m.**
- 2. September 25** Phase II Budget Reduction Community Meeting, Coon Rapids High School, 6:00 p.m.
- 3. October 1** Phase II Budget Reduction Community Meeting, Andover High School, 6:00 p.m.
- 4. October 2** Phase II Budget Reduction Community Meeting, Champlin Park High School, 6:00 p.m.
- 5. October 4** No Elementary Students, PLC/Conf/Staff Development
- 6. October 7** No Elementary or Middle School Students, Elem/Middle/Staff Dev, K-5 Para Staff Dev., K-8 Para Flex Day
- 7. October 7** **School Board Work Session, Educational Service Center, 5:30 p.m.**
- 8. October 8** Phase II Budget Reduction Community Meeting, Blaine High School, 6:00 p.m.
- 9. October 9** Phase II Budget Reduction Community Meeting, Anoka High School, 6:00 p.m.
- 10. October 17-18** EM Professional Conference, No School
- 11. October 28** **Regular School Board Meeting, Sandburg Education Center, 6:30 p.m.**



Zach Arco
CO-CHAIR



Kacy Deschene
CO-CHAIR



Jeff Simon
CLERK



Matt Audette
TREASURER



Linda Hoekman
DIRECTOR



Michelle Langenfeld
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 9, 2024**, at the Educational Service Center, Anoka, Minnesota.

Co-Chair Kacy Deschene called the meeting to order at 5:30 p.m.

The following members were present: Zach Arco, Matt Audette, Kacy Deschene, Linda Hoekman, Dr. Michelle Langenfeld and Jeff Simon.

Jeff Simon motioned to approve the Board Agenda. Dr. Michelle Langenfeld seconded. Motion passed on a 6-0 vote.

CONSENT AGENDA

Jeff Simon moved and Matt Audette seconded the motion to approve the following **consent agenda** items:

- a. **Minutes** from the August 26, 2024 School Board Meeting.
- b. **Personnel items** as follows:

RETIREMENTS

Name	Current or Most Recent Position	Last Date Employed
Robin Madsen	Sand Creek, A+ PT CCA - Ln 1	06/06/2024
Merry Peters	Champlin Park High, Child Nutrition Assistant FT	10/16/2024
Vicki Vogel-Craig	Crooked Lake, Teacher SA-Coach Literacy Spec	08/29/2024

RESIGNATIONS, TERMINATIONS

Full Name (FL)	Current or Most Recent Position	Last Date Employed
Emily Bergen	Compass - Bell Building, Teacher ESL	08/29/2024
Qurina Slayhi	ESC, Teacher SA-TALS	09/13/2024

LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Annette Bader	Andover, Teacher Grade 1	08/29/2024	10/16/2024
Cole Blank	Blaine High, Teacher E/BD	12/02/2024	12/20/2024
Elisa Botker	CED - ECFE, ECFE Cultural Liaison	09/03/2024	09/30/2024
Patricia Butorac-Ingle	Lincoln, Educ Office Prof School Year	08/22/2024	09/06/2024
Emily Dukowitz	Rum River Elementary, ParaEducator Spec Ed Cntr Base	08/29/2024	10/23/2024
Sydney Fleischman	Dayton, Teacher Social Worker	08/20/2024	11/15/2024
Alisha Fox	Mississippi, Teacher Grade K	08/19/2024	10/16/2024
Thomas Fox	Hamilton, Teacher SA-Tal Devl	10/21/2024	11/22/2024
Lisa Grund	Lincoln, Child Nutrition Assistant FT	09/09/2024	09/20/2024
Jennifer Larson	Madison, ParaEducator Special Education	09/04/2024	01/03/2025
Sarah Moshier	Crooked Lake, Teacher ASD (AutismSpectrum)	08/29/2024	10/23/2024
Sarah Rantasha	Riverview ECC, Teacher Speech Clinician	09/03/2024	11/25/2024
Jocelyn Rowe	Coon Rapids Family Center - Pathways, Teacher SLD	06/12/2024	10/16/2024
Debora Santillo	ESC-Special Ed,	08/26/2024	09/06/2024
Ethan Scheibe	Blaine High, Teacher English	09/03/2024	09/30/2024
John Valley	Anoka Middle - FM, B/G Building Supervisor	08/02/2024	08/02/2024
Jody Wilcox	Mississippi, ParaEducator Spec Ed Cntr Base	08/29/2024	09/24/2024

MODIFIED LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Sarah Bittner	Hamilton, Teacher SA-Coach Math Spec	08/07/2024	09/17/2024
Elisa Botker	CED - ECFE, ECFE Cultural Liaison	05/22/2024	08/30/2024
Steven Guider	Blaine High, ParaEducator Technology	02/08/2024	08/29/2024
Jennifer Larson	Madison, ParaEducator Special Education	03/19/2024	09/03/2024
Kristine Loeffelholz	Andover High, School Office Supervisor	08/07/2024	08/27/2024
Emily Meland	Wilson, Teacher ESL	05/06/2024	11/26/2024
Joseph Vetsch	ChamplinBrklynPk Academy, B/G Building Supervisor	05/01/2024	08/05/2024
Vicki Vogel-Craig	Crooked Lake, Teacher SA-Coach Literacy Spec	07/01/2023	08/29/2024

SABBATICALS

Full Name	Current or Most Recent Position	LOA Start	LOA End Date
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This section returned no records

APPOINTMENTS

20240909

2

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Special Education					
Taylor Bangert	Sorteberg ECC, Teacher EC/SE	08/26/2024	Bachelors/1	1.0000	\$50,029
Nicholas Barrett	Adams, Teacher ABS (AcadBehav)	08/26/2024	Masters/2	1.0000	\$60,280
Resa Delaney	Hoover, Teacher ABS (AcadBehav)	08/26/2024	Bachelors+45/1	1.0000	\$54,048
Colleen Engstrom	Two Rivers Transition Program, Teacher E/BD LTS	08/28/2024	Bachelors+45/20	0.1818	\$13,417
Nancy Hofschulte	ChamplinBrklynPk Academy, Teacher MMH	08/26/2024	Bachelors/21	1.0000	\$74,678
Rachel Houger	Dayton, Teacher ABS (AcadBehav)	08/26/2024	Masters/7	1.0000	\$68,186
Tiarra Jackson	Jefferson, Teacher DD	08/26/2024	Bachelors/1	1.0000	\$50,029
Devon Johnson	Northdale Middle, Teacher E/BD	08/26/2024	Masters+60/24	1.0000	\$92,713
Lori Kaplan	Wilson, Teacher Social Worker LTS	08/26/2024	Masters/8	0.2567	\$18,556
Laura King	RiverTrail Learning Ctr, Teacher ASD	08/26/2024	Bachelors/2	1.0000	\$50,872
Shaylee Lourey	Johnsville, Teacher E/BD	08/26/2024	Bachelors/1	1.0000	\$50,029
Catherine MacLaughlin	Wilson, Teacher SLD	08/28/2024	Masters+30/19	0.9893	\$92,253
Ryan Menden	Coon Rapids Middle, Teacher ABS (AcadBehav)	08/26/2024	Bachelors/4	1.0000	\$52,140
Mary Karen Noreen	Sorteberg ECC, Teacher EC/SE	08/26/2024	Masters/24	0.2791	\$23,484
Hannah Rider	ESC-Special Ed, Teacher Social Worker	08/26/2024	Bachelors+45/1	1.0000	\$54,048
Thomas Schultz	Champlin Park High, Teacher ABS (AcadBehav)	08/26/2024	Bachelors/1	1.0000	\$50,029
Behnaz Torabi	Coon Rapids Middle, Teacher ABS (AcadBehav)	08/26/2024	Bachelors+15/1	1.0000	\$51,486

Name	Current or Most Recent Position	Effective Date	Days	Salary
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Administrative

This section returned no records

APPOINTMENTS

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Elementary					
Hannah Boettger	Mississippi, Teacher Grade K LTS	08/26/2024	Bachelors/5	0.2032	\$10,595
Jeanne Causin	Brookside, Teacher ESL LTS	08/26/2024	Masters+60/24	0.1738	\$16,113
Krista Coddington	Andover, Teacher Grade 4 LTS	08/26/2024	Masters/7	0.3102	\$21,149
Lindsay Czysyn	Johnsville, Teacher Grade 1	08/26/2024	Bachelors/1	1.0000	\$50,029
Barbara Fenton	Eisenhower, Teacher Academic Support	08/26/2024	Masters+60/1	0.5000	\$32,304
Morgan Foster	Oxbow Creek, Teacher Grade 3	08/26/2024	Masters/7	1.0000	\$68,186
Emma Friesen	Johnsville, Teacher Academic Support	08/26/2024	Bachelors/4	1.0000	\$52,140
Megan Garcia	Hoover, Teacher Grade 3	08/26/2024	Bachelors/7	1.0000	\$56,704
Maeghan Grewe	Brookside, Teacher Grade 4	08/26/2024	Bachelors/4	1.0000	\$52,140
Jessica Havelka	Jefferson, Teacher K5 Core Inst Support	08/26/2024	Bachelors/1	0.7900	\$39,523
Elizabeth Higgins	Andover, Teacher Media Specialist Elem	08/26/2024	Bachelors/1	0.1500	\$7,504
Nicole Hoffmeyer	Sunrise, Teacher Grade 5	08/26/2024	Bachelors/1	1.0000	\$50,029
Kevin Homstad	Ramsey, Teacher SA-Student Support	08/26/2024	Masters/22	1.0000	\$91,011
Christopher Hosey	Monroe, Teacher Grade 1	08/26/2024	Bachelors+45/5	1.0000	\$57,167
Danielle Johnson	Madison, Teacher Grade 2	08/26/2024	Bachelors/8	1.0000	\$60,081
Elizabeth Manz	Dayton, Teacher Grade 2	08/26/2024	Bachelors/1	1.0000	\$50,029
Megan Meyer	Sand Creek, Teacher Grade K LTS	08/26/2024	Bachelors/1	0.1765	\$8,829
Diana Moir	Andover, Teacher Music Elementary	08/26/2024	Bachelors/1	1.0000	\$50,029
Alison Peterson	Rum River Elementary, Teacher Grade 2	08/26/2024	Bachelors/1	1.0000	\$50,029
Meranda Peterson	Dayton, Teacher K5 Core Inst Support	08/26/2024	Bachelors/3	0.7800	\$39,680
Kristin Sampson	Johnsville, Teacher Academic Support	08/26/2024	Bachelors+15/9	1.0000	\$64,245
Michaela Swanson	Dayton, Teacher Grade 3	08/26/2024	Bachelors/3	1.0000	\$50,872
Erica Tembreull	Andover, Teacher Grade 2	08/26/2024	Bachelors/2	1.0000	\$50,872
Melanie Vining	Ramsey, Teacher K-3 Exploration	08/26/2024	Bachelors/13	0.9947	\$67,980
Secondary					
Josiah Ahlquist	Anoka High, Teacher Industrial Tech	08/26/2024	Bachelors/1	1.0000	\$50,029
Mackenzie Anderson	Champlin Park High, Teacher Science	08/26/2024	Bachelors/1	1.0000	\$50,029
Arianna Charon	Coon Rapids High, Teacher Spanish	08/26/2024	Bachelors/3	1.0000	\$50,872
Sophear Ek	Compass - Bell Building, Teacher Art Secondary	08/26/2024	Bachelors+45/3	0.5000	\$27,645
Carly Engel	Coon Rapids Middle, Teacher Health	08/26/2024	Masters/8	1.0000	\$72,290
Jordan Palmer	Coon Rapids High, Teacher Science LTS	08/27/2024	Masters/2	0.4225	\$25,466
Wade Shive	Anoka High, Teacher English	08/26/2024	Masters/8	1.0000	\$72,290

c. Approved National Sports Center-Ice Contracts for Boys & Girls Hockey.

d. Approved School Resource Officer Contract-City of Blaine.

Motion passed on a 6-0 vote.

The work session then continued with the following agenda items: Curriculum, Instruction & Assessment-Social Emotional Learning Phase 4 Process Update; Phase II Budget Reductions & Reallocations Update; and District Goal Setting Planning.

Dr. Michelle Langenfeld highlighted welcoming Coon Rapids High School students on their first day back, with excitement in the air as they headed to the Fieldhouse for the All School Pep Fest. She witnessed many school ambassadors showing strong leadership skills as they welcomed incoming students. Jeff Simon shared Coon Rapids High School did a wonderful job, highlighting new EL students arriving and being welcomed by student leaders who walked them to the counselor's office to be connected with their interpreters. It was amazing to see the diversity across our buildings.

Co-Chair Deschene proposed under Minnesota State Law 13D.03 that they move into a closed executive session to discuss Negotiations Strategy Regarding Grievance Mediation with School Service Employees SEIU, Local 284. The closed session will be held in Room 111. Jeff Simon seconded the motion to go into closed sessions. Motion carried.

Co-Chair Deschene recessed the meeting at 8:26 p.m. The meeting reconvened in closed executive session at 8:34 p.m. to discuss matters regarding negotiations strategy.

The meeting reconvened in open session at 9:07 p.m. Jeff Simon moved and Dr. Langenfeld seconded the motion to adjourn the meeting. Motion passed.

Jeff Simon, Clerk
Anoka-Hennepin Independent School District No. 11

Kacy Deschene, Co-Chair

Prepared by: Debbie Koffski, CPS
Recorder

Approved: _____

APPENDIX B

20240923

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
Carol Pearson	Rum River Elementary, Child Nutrition Assistant FT	01/03/2025
Kimberly Wheelis	Sorteberg ECC, Para Special Education ECSE	11/22/2024

RESIGNATIONS, TERMINATIONS

Full Name (FL)	Current or Most Recent Position	Last Date Employed
Kelsey Black	ESC-Special Ed, Teacher SA-TALS	09/20/2024
Kelly Foltmer	University Avenue, Teacher SLD	09/10/2024
Jerri Malone	Oxbow Creek, Teacher ASD (AutismSpectrum)	09/16/2024
Katrina Salo-Bartz	ESC-Special Ed, Teacher Occupational Therapist	09/20/2024

APPENDIX B

20240923

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
Rita Beckman	Jackson Middle, Teacher Social Studies	09/19/2024	12/11/2024
Linda Broderick	Anoka Middle - FM, ParaEducator Spec Ed Cntr Base	09/04/2024	09/20/2024
Annette Carlson	Adams, ParaEducator Spec Ed Cntr Base	09/10/2024	09/24/2024
Emily Catterton	Two Rivers Transition Program, Teacher SLD	09/16/2024	11/26/2024
Jade Costello	Lincoln, Teacher Grade K	09/03/2024	11/01/2024
Aubrey Dau	Oxbow Creek, Teacher E/BD	07/01/2022	09/16/2024
Brooke Erickson	Andover, ParaEducator Special Education	09/12/2024	12/04/2024
Leigh Farrell	ESC, Child Nutrition Assistant PT	09/03/2024	11/04/2024
Rebecca Fjerstad	Riverview ECC, Teacher EC/SE	09/11/2024	11/26/2024
Jean Hanson	Coon Rapids High, Teacher Math	09/03/2024	11/26/2024
Lindsey Hartman	Morris Bye, Teacher Literacy Intervention	09/06/2024	11/26/2024
Jenna Harvieux	Monroe, Teacher Music Elementary	09/11/2024	11/26/2024
Katelyn Iverson	Mississippi, Teacher Grade K	08/26/2024	06/09/2025
Christine Johnson	Coon Rapids Family Center - Eval Team, Teacher ASD (AutismSpectrum)	09/16/2024	12/06/2024
Marita Kohn	Coon Rapids High, B/G Custodian 2nd shift	08/29/2024	09/13/2024
Kaiyre Lewis	Monroe, Student Achievement Advisor	08/23/2024	10/16/2024
Kelsea Mila	ESC, Preschool Inst-Pro Rated Bene	09/05/2024	09/30/2024
Corinna Nunnery	Oxbow Creek, A+ Site Coordinator full year	09/10/2024	09/24/2024
Emily Prehatney	Mississippi, Teacher DD	09/16/2024	11/26/2024
Talana Rudzitis	RiverTrail Learning Ctr, Teacher ASD (AutismSpectrum)	09/09/2024	09/30/2024
Elizabeth Shaffer	Oxbow Creek, ParaEducator Special Education	09/03/2024	09/23/2024
Sherri Sheppard	Crooked Lake, Child Nutrition Assistant FT	09/05/2024	06/30/2026
Amy Sinness	Adams, Teacher Grade K	11/20/2024	12/20/2024
Josiah Telschow	Andover High, Teacher Music Seed Choir	10/31/2024	11/08/2024
Lisa Torbenson	Sunrise, Teacher K-3 Exploration	08/26/2024	09/09/2024
Veta Ustimchuk	S.T.E.P., Job Coaches	09/03/2024	09/16/2024
Marni Williams	Wilson, ParaEducator Spec Ed Cntr Base	08/29/2024	09/20/2024
Kathleen Winters	Anoka High, Teacher MSH	09/16/2024	11/08/2024

MODIFIED LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Paul Brown	Sunrise, Teacher Grade K	07/01/2023	09/13/2024
Patricia Butorac-Ingle	Lincoln, Educ Office Prof School Year	08/22/2024	09/13/2024
Kathy Line	Anoka Middle - FM, Child Nutrition Assistant PT	08/20/2024	11/18/2024
Emily McAlpine	Blaine High, Teacher Math	07/21/2024	11/01/2024
Katherine Shelley	Sunrise, Teacher Literacy Intervention	07/01/2022	09/09/2024
Sarah Vana	Morris Bye, Teacher Special Educ Lead	08/26/2024	09/13/2024

APPENDIX B

20240923

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.

SABBATICALS

Full Name	Current or Most Recent Position	LOA Start	LOA End Date
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This section returned no records

APPOINTMENTS

20240923

1

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Elementary					
Sheryl Brengman	Evergreen Park, Teacher Literacy Intervention	09/03/2024	Bachelors+30/7	0.4893	\$29,440
Jade Costello	Lincoln, Teacher Grade K	08/26/2024	Bachelors/1	1.0000	\$50,029
Voni Eakins	Ramsey, Teacher Literacy Intervention	09/03/2024	Bachelors+30/17	0.5382	\$41,171
Kaitlyn Ericson	Hoover, Teacher Grade 1	09/11/2024	Bachelors/1	0.9465	\$47,353
Marcus Giles	Monroe, Teacher Grade 4	08/26/2024	Bachelors+30/2	1.0000	\$53,825
Cassady Lewis	Crooked Lake, Teacher SA-Student Support	09/03/2024	Bachelors/1	0.9786	\$48,959
Josephine Matti	Monroe, Teacher Music Elementary LTS	09/11/2024	Bachelors/1	0.2941	\$14,715
Amber Meether	Hamilton, Teacher SA-Student Support	09/03/2024	Bachelors/1	0.9786	\$48,959
Brian Olson	Adams, Teacher ESL	09/04/2024	Bachelors+45/9	0.9733	\$65,468
Amanda Peters	Andover, Teacher Literacy Intervention	09/09/2024	Bachelors/5	0.5743	\$29,946
Emily Pipes	McKinley, Teacher 4-5 Exploration	08/28/2024	Bachelors/2	0.5639	\$28,687
Kayela Turner	Jefferson, Teacher Academic Support	09/13/2024	Bachelors/5	0.4244	\$22,128
Julie Wedell	Rum River Elementary, Teacher Literacy Intervention	09/03/2024	Bachelors/4	0.6361	\$33,167

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Secondary					
Kyle Blazek	Champlin Park High, Teacher Science LTS	09/03/2024	Bachelors+30/1	0.3262	\$17,202
Cody Bloomer	Champlin Park High, Teacher Math	08/26/2024	Bachelors/5	1.0000	\$52,140
Hyeju Dorek	Champlin Park High, Teacher ESL	08/26/2024	Masters/9	1.0000	\$74,567
Sheridan Fleming	Northdale Middle, Teacher Music Secd Choir		Masters+60/22	0.9572	\$99,791
Cecily Jorgensen	Oak View Middle, Teacher Family Consumer Sci	08/26/2024	Bachelors+15/1	1.0000	\$51,486
Emily Lehman	Coon Rapids High, Teacher Career-Technical	08/26/2024	Bachelors/1	1.0000	\$50,029
Seth Zoellner	Coon Rapids Middle, Teacher Science	08/26/2024	Bachelors/7	1.0000	\$56,704

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
Special Education					
Sonee Bergquist	Riverview ECC, Teacher Speech Clinician LTS	08/28/2024	Masters+60/23	0.3316	\$31,131
Molly Cardosi	ESC-Special Ed, Teacher Occupational Therapist	09/23/2024	Masters/18	0.9037	\$79,479
Rosanna Chavez	Monroe, Teacher E/BD	08/26/2024	Bachelors/3	1.0000	\$50,872
Megan Drews	Madison, Teacher E/BD LTS	09/16/2024	Bachelors/5	0.1818	\$9,480
Alham Kadhum	Morris Bye, Teacher ABS (AcadBehav)	08/26/2024	Bachelors/3	1.0000	\$50,872
Melody Klitzke	Oxbow Creek, Teacher ABS (AcadBehav)	08/26/2024	Bachelors/2	1.0000	\$50,872
Kylie Knutsen	Anoka High, Teacher ABS (AcadBehav)	08/26/2024	Masters/1	1.0000	\$58,269
Sharon Miller	Champlin Park High, Teacher ABS (AcadBehav)	08/26/2024	Bachelors/2	1.0000	\$50,872

Name	Current or Most Recent Position	Effective Date	Days	Salary
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Administrative

This section returned no records

MOTION

Date:

September 23, 2024

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

Fund No.	Description	Amount
	Checks	\$ 10,239,459.62
01	General	7,294,754.02
02	Food Service	139,780.96
04	Community Service	226,436.37
06	Building Construction	409,870.05
07	Bond & Interest K-12	-
20	Health-Self Insurance	19,265.85
21	Dental-Self Insurance	43,233.80
22	Work. Comp.-Self Insurance	-
47	OPEB Debt Service	-
	Electronic Payments	\$ 19,453,833.89
01	General	9,544,494.36
02	Food Service	75,946.51
04	Community Service	640,055.18
06	Building Construction	
07	Bond & Interest K-12	
20	Health-Self Insurance	8,348,505.32
21	Dental-Self Insurance	674,492.26
22	Work. Comp.-Self Insurance	170,340.26
47	OPEB Debt Service	-
	ACH Payments	\$ 7,583,875.72
01	General	6,593,145.49
02	Food Service	193,363.90
04	Community Service	151,227.06
06	Building Construction	475,288.53
20	Health-Self Insurance	158,723.74
22	Work. Comp.-Self Insurance	12,127.00
	P-Card	\$ 3,468,252.80
01	General	3,424,644.13
02	Food Service	2,140.67
04	Community Service	41,101.77
06	Building Construction	36.28
20	Health-Self Insurance	1,395.74
	TOTAL DISTRICT	\$ 40,745,422.03

ANOKA HENNEPIN DISTRICT NO. 11
MONTHLY CASH BALANCES - FY25

	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)
07/01/24	190,624,894	13,518,064	12,500,581	66,525	9,401,856	23,753,393	3,065,400	3,248,802	1,374,528	257,554,043	-	5,080,617	689,177	263,323,836	254,198,381
07/31/24	160,938,177	13,293,288	12,488,898	(567,918)	7,301,176	16,404,440	2,603,472	3,151,689	1,507,703	217,120,924	-	5,102,240	665,446	222,888,610	212,533,404
08/31/24	188,946,954	11,829,596	12,086,106	(1,028,013)	6,579,277	8,021,505	1,948,410	3,115,927	1,412,428	232,912,188		4,578,098	510,057	238,000,342	236,515,897
09/30/24										0				0	
10/31/24										0				0	
11/30/24										0				0	
12/31/24										0				0	
01/31/25										0				0	
02/28/25										0				0	
03/31/25										0				0	
04/30/25										0				0	
05/31/25										0				0	
06/30/25										0				0	

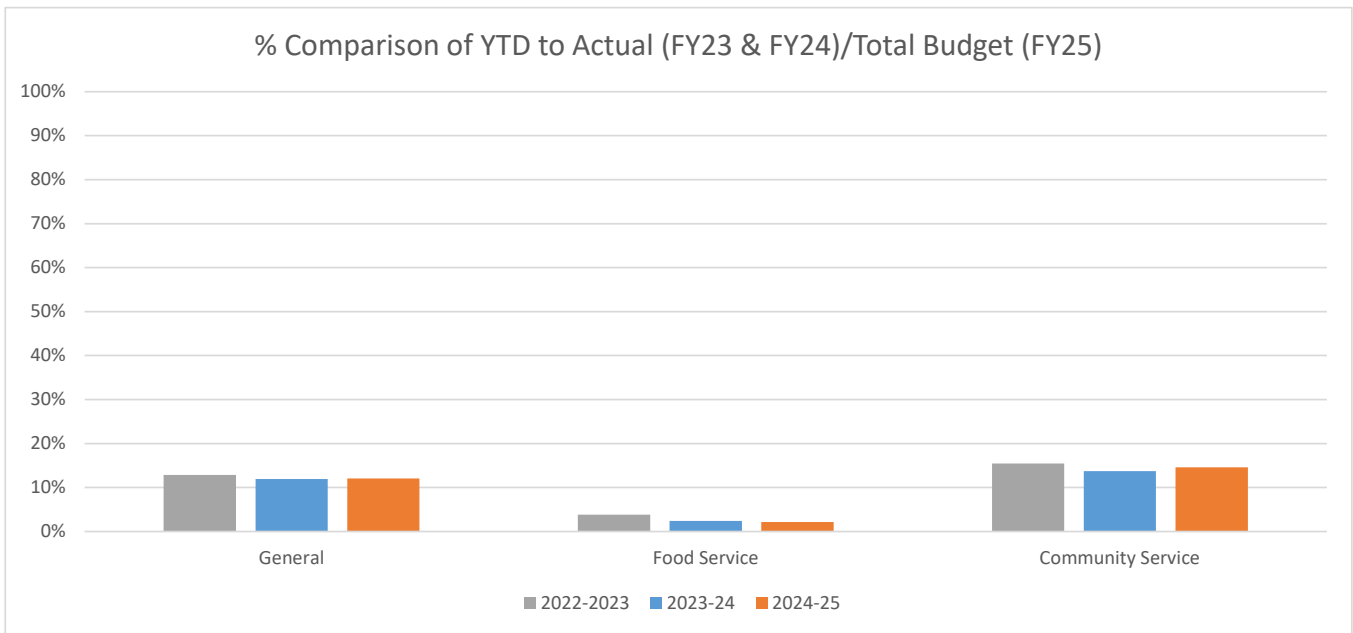
¹ Building Construction Fund is negative because funds are transferred from the Building Construction investment account on a reimbursement basis.

ANOKA-HENNEPIN DISTRICT NO. 11
MONTHLY DONATION REPORT

DATE	DONOR	DONEE	PURPOSE	TYPE	AMOUNT
09/16/24	Andover Cross Country	Andover High School	Boys & Girls Cross Country Uniforms	General	1,516.80
08/30/24	Andover Parent Teacher Community Organization	Andover Elementary School	Cost of Open House Folders	General	164.22
08/30/24	Anoka Hennepin Credit Union	Coon Rapids High School	Athletics supplies/needs- Anoka Hennepin Credit Uni	General	300.00
09/16/24	Anoka High School Activities Fund- C/O Ruth Castle	Anoka High School	Financial Assistance for athletic activities	General	1,000.00
08/30/24	Blaine Nordic Booster Club	Blaine High School	Nordic Ski Team Uniforms	General	2,420.50
09/16/24	Cardinal Tennis Association	Coon Rapids High School	Assistant coach, ESA Salary	General	2,500.00
09/16/24	Cardinal Tennis Association	Coon Rapids High School	Assistant coach, ESA Benefits	General	421.75
08/30/24	Casey's General Store	McKinley Elementary School	Misc. Supplies	General	6.00
08/26/24	Charities Aid Foundation America	Blaine High School	General School Supplies	General	60.00
08/26/24	Charities Aid Foundation America	Champlin Park High School	Student Recognition	General	14.00
08/26/24	Charities Aid Foundation America	Coon Rapid High School	General Supplies	General	280.00
08/26/24	Charities Aid Foundation America	Anoka Middle School	Non Instructional Supplies	General	30.00
08/30/24	Charities Aid Foundation America	Dayton Elementary School	School/Student Supplies as needed	General	50.00
08/30/24	Charities Aid Foundation America	Dayton Elementary School	School/Student Supplies as needed	General	70.00
08/30/24	Charities Aid Foundation America	Andover Elementary School	Classroom Supplies	General	140.00
09/16/24	Charities Aid Foundation America	Coon Rapids High School	General Supplies	General	40.00
08/30/24	Coborn's Incorporated	Ramsey Elementary School	General Supplies	General	776.64
09/16/24	Coon Rapid Gridiron Club	Coon Rapids High School	Bus to Monticello	General	1,233.88
08/30/24	Coon Rapids Mat Bandits	Coon Rapids High School	Nordica Ski Team Expenses, ECT	General	5,000.00
08/30/24	Coon Rapids Mat Bandits	Coon Rapids High School	Robotics Program expenses, etc.	General	5,000.00
08/30/24	Coon Rapids Mat Bandits	Coon Rapids High School	Cheer Team Supplies, etc..	General	5,000.00
08/30/24	Coon Rapids Mat Bandits	Coon Rapids High School	B/G Cross Country Supplies, etc..	General	5,000.00
08/26/24	Front Stream SPV LLC	Brookside Elementary School	General Supplies for School	General	31.00
08/26/24	Front Stream SPV LLC	Blaine High School	General School Supplies	General	39.00
09/16/24	K12 Licensing	Anoka High School	Staff and Student Incentives	General	141.17
08/30/24	Monroe Elementary PTO	Monroe Elementary School	Field Trips	General	3,110.00
08/30/24	Monroe Elementary PTO	Monroe Elementary School	Classroom Supplies	General	1,250.00
08/26/24	Monroe Elementary PTO	Monroe Elementary School	Copier Assistance	General	945.03
08/26/24	Monroe Elementary PTO	Monroe Elementary School	5th Grade Celebration	General	500.00
08/26/24	Monroe Elementary PTO	Monroe Elementary School	Yearbook Donation	General	882.00
08/26/24	The Blackbaud Giving Fund	Champlin/Brooklyn Park Academy	Student School Supplies	General	170.00
08/26/24	The Blackbaud Giving Fund	Anoka High School	Student & Staff Incentives	General	1,000.00
08/26/24	The Blackbaud Giving Fund	Champlin Park High School	Student Recognition	General	192.00
08/26/24	The Blackbaud Giving Fund	Champlin Park High School	Student Recognition	General	48.00
08/26/24	The Blackbaud Giving Fund	Sand Creek Elementary School	Classroom/Student Supplies	General	150.00
08/30/24	The Blackbaud Giving Fund	Andover High School	General Supply Usage	General	50.00
08/30/24	The Blackbaud Giving Fund	Andover Elementary School	Classroom Supplies	General	10.00
09/16/24	The Blackbaud Giving Fund	Sand Creek Elementary	Classroom/ Student Supplies	General	150.00
08/26/24	The Commencement Group	Anoka High School	Student & Staff Incentives	General	761.70
08/26/24	Thom Ho	Coon Rapid High School	Marching Band	General	20.00
09/16/24	University Ave Elem PTO	University Ave Elementary	Playground Equipment	General	9,182.47
	*MATERIAL, EQUIPMENT, OR LABOR DONATION				
			TOTAL		<u>\$ 49,656.16</u>

**Anoka-Hennepin ISD #11
Statement of Revenues
For the month ended August 31, 2024**

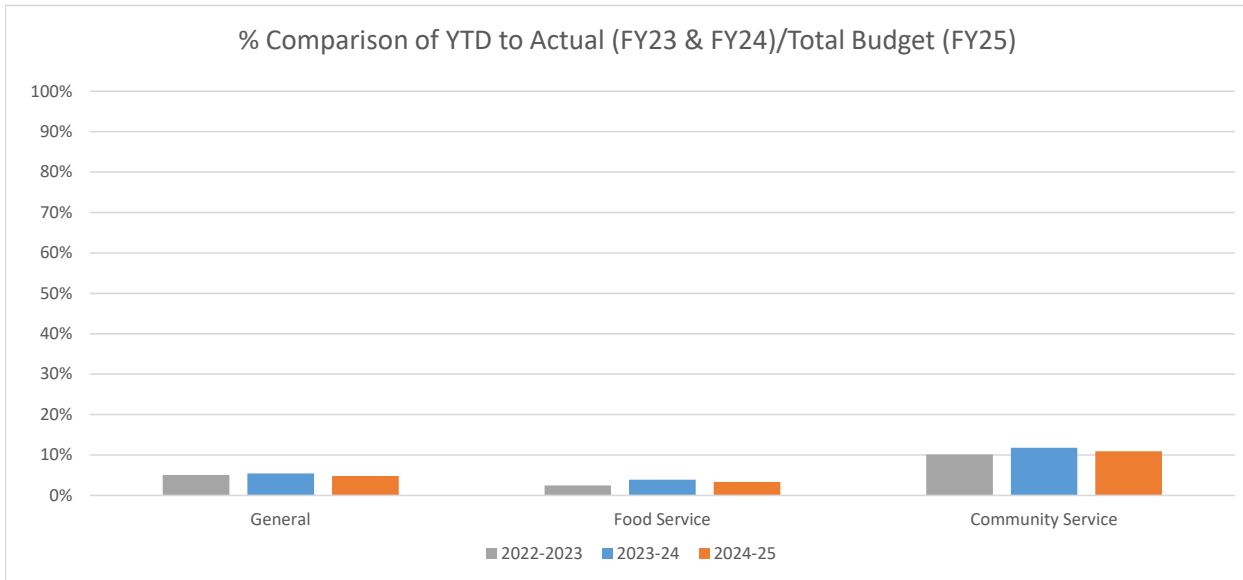
Fund	Month to Date	Year to Date	Budget	FY23 YTD is % of Budget FY21 & FY22 YTD is % of Actual		
				2024-25	2023-24	2022-2023
General	7,617,838	77,479,256	641,410,751	12%	12%	13%
Food Service	614,301	639,412	29,629,662	2%	2%	4%
Community Service	2,304,479	4,378,140	30,002,421	15%	14%	15%
Building Construction ¹	22,568	44,191	20,000	221%	455%	3098%
Debt Service	3,621	2,031,867	15,452,017	13%	11%	16%
Trust	-	-	750,000	0%	0%	0%
Total All Funds	\$ 10,562,807	\$ 84,572,867	\$ 717,264,851	12%	12%	13%



¹Conservative budgeting

**Anoka-Hennepin ISD #11
Statement of Expenditures
For the month ended August 31, 2024**

Fund	Month to Date	Year to Date	Budget	FY23 YTD is % of Budget FY21 & FY22 YTD is % of Actual		
				2024-25	2023-24	2022-2023
General						
Salaries & Benefits	7,617,838	12,979,030	539,851,293	2%	3%	3%
Purchased Services ¹	1,270,803	1,630,442	67,495,098	2%	7%	5%
Supplies	6,116,331	8,493,438	26,212,772	32%	29%	24%
Capital Expenditures	6,639,531	8,163,054	24,765,410	33%	34%	25%
Other Exp & Transfers	265,684	526,392	4,058,066	13%	12%	11%
Total General Fund	\$ 21,910,188	\$ 31,792,356	\$ 662,382,639	5%	5%	5%
Food Service						
Food Service	468,504	974,582	29,522,260	3%	4%	2%
Community Service						
Community Service	2,337,844	3,320,850	30,326,421	11%	12%	10%
Building Construction	642,784	696,287	4,175,430	17%	14%	6%
Debt Service	-	3,995,751	15,442,703	26%	27%	28%
Trust	-	-	750,000	0%	0%	0%
Total All Funds	\$ 25,359,319	\$ 40,779,826	\$ 742,599,453	5%	6%	6%



1 Timing of Insurance Payment

Equal Educational Opportunity Policy – Gender Inclusion Guidance

- I. **Purpose:** The purpose of Guidance is to support all students regardless of gender identity and to ensure compliance with the Minnesota Human Rights Act and Title IX of the Education Amendments of 1972 and corresponding regulations.
- II. **General Statement of Guidance:**
 - A. The District is committed to providing a safe and respectful learning environment and to providing an education that respects all students and families.
 - B. Students of all gender identities are valued and welcome in the District.
 - C. School administration and staff must act in the best interests of students when accommodating gender identity requests.
 - D. School administration and staff must respect the right of parents in the care, custody, and control of their minor children.¹ Except in exceptional circumstances outlined in this guidance (See § VI), staff must not actively and deliberately withhold information about a student from parents in a manner that impedes upon parental rights.
 - E. School administration and staff will engage in an interactive process with both students and parents/guardians that supports the student when they receive requests to accommodate or support the gender identity of a student.
- III. **Names and Pronouns:** Students and their parents may request a change to their forenames/pronouns that differ from their previously used forename/pronouns or from their forename on their birth certificate.
 - A. **Name of Student in Data Management Systems.** Students and their parents (in the case of minor students) who want to have school staff address them by a forename or pronoun that differs from their previously used forename/pronoun or from their forename on their birth certificate should contact or will be directed to the appropriate school official who will assist the student and parents in processing their request. For high school and middle school students the appropriate school official is either the Title IX coordinator or school counselor/social worker. For elementary students the appropriate school official is either the school social worker or the assistant principal. After a name change and planning guide is completed, the student's requested/preferred name will be changed in the District's student data management system (i.e. Synergy or other program in use by the District) as requested. The name of the student listed in the District's student data management system will be utilized in all of the following:
 - Class rosters
 - Student identifications (ID's)
 - Extracurricular, co-curricular and other student activities

¹ In the case of divorced or separated parents, only parents who possess or have been assigned legal custody by a proper court are allowed to make educational decisions on behalf of a minor student.

- Graduation ceremonies (see, below for further information on diplomas)
- Student year books
- Student email

Staff and administration will be expected to utilize the name of the student listed in the District's student management system.

- B. Official Transcripts.** Current and former students who want to change the name on their official District transcript must first obtain proof of a legal name change pursuant to Minn. Stat. § 259.10 or similar statute in a U.S. jurisdiction outside of Minnesota.
- C. School Diplomas.** School diplomas will be printed using the student's name listed in the District's student data management system. Acceptable change of a student's forename used on a diploma will be limited to the following:
- A middle name instead of first name
 - An abbreviated name (Rob instead of Robert, Manny instead of Emmanuel)
 - An Americanized name (Wendy instead of Haiyan)
 - A name which better reflects one's ethnic, racial or gender identity
 - A name to which you are in the process of legally changing
- D. Use of Nicknames.** Nothing in District policy or procedure is intended to limit staff and administrations' use of appropriate and respectful nicknames for all students. However, the use of nicknames with students must not be actively and deliberately withheld from parents of minor students.
- E. Student Surveys.** Instructional staff must not utilize surveys or questionnaires that solicit information about a student's gender identity or pronoun. However, students will be free to state their preferences in broader inquiries. (e.g. "Is there anything else you would like me to know about you to support you or to be successful in this class?")
- IV. Rest Rooms and Locker Rooms:** The District will provide all students with access to use all facilities consistent with the students' gender identity. Reasonable efforts must be made to have restrooms and locker rooms with private enclosed changing areas, shower areas, and toilets for all students. Upon their voluntary request, any student who desires increased privacy shall be provided with a reasonable alternative changing area (e.g., a nearby restroom stall with a door, an area separated by a privacy partition changing area or with a separate changing schedule). Transgender and gender non-conforming students may only be required to use individual-user or otherwise separate facilities if every student is required to do so. The goal should be maximizing students' social integration and equal opportunity to participate in physical education classes and sports, ensuring the students' safety and comfort, and minimizing stigmatization of students.
- V. Gendered Activities:** Gender is often used as a classification for dividing classes into parts or as a prerequisite for participation. Staff and administration should avoid using gender as a characteristic for divisions whenever possible. When groups are separated by gender, students and parents (in the case of minor students) should be permitted to select their gender grouping. The Minnesota State High School League has also adopted a policy addressing eligibility determination for male-to-female transgender student athletes stating in general that all students, regardless of their gender identity or expression, should be allowed to participate

in athletics in an “environment free from discrimination”.

- VI. Data Privacy Considerations:** Under both state and federal law, information and data regarding one’s transgender status or sex assigned at birth is classified as private educational data. Only employees with a legitimate educational reason to know this information in order to perform their job have the right of access to this data. Transgender and gender non-conforming students may decide to discuss and express their gender identity openly or may decide when, with whom, and how much to share private information. Schools should work closely with the student and family in devising a plan that works for both the student and the school. Privacy considerations may also vary with the age of the student.

Parents or guardians of minor children have a right of access to data on their child unless a court order provides otherwise or in keeping with Minnesota law (Minn. R. 1205.0500) the student makes a written request that particular data be withheld and the Superintendent approves the requests consistent with applicable legal standards. Students making such a request should use the following form. [Minor Student Request to Deny Parent Access to Private Data.](#)

VII. Complaints Regarding Compliance with Guidance.

Students and parents (in the case of minor students) can file a complaint for failure to comply with these guidelines or if they otherwise believe that their rights have been violated under Title IX or the Minnesota Human Rights Act. Information on how to file a complaint is contained in Harassment, Violence and Discrimination Policy 413.0 and Harassment, Violence, Discrimination or Bullying Report Form 413.0F. Contact Assistant Director of Student Services, Denise Collins at 763-506-1120 or at denise.collins@ahschools.us for additional information.

Harassment or discrimination complaints based upon a student’s gender identity can also be filed with:

Minnesota Department of Human Rights
540 Fairview Ave North, Suite 201
Saint Paul, MN 55104
Email: info.mdhr@state.mn.us

U.S. Department of Education
Office for Civil Rights
Lyndon Baines Johnson Dept. of Education Building
400 Maryland Ave., SW
Washington, DC 20202-1100
Email: OCR@ed.gov

Anoka-Hennepin District No. 11
Anoka, MN 55303

Rewritten and Adopted: September 23, 2024

Equal Educational Opportunity Policy – Guidance

Anoka-Hennepin Schools have a growing number of students who identify as transgender or gender non-conforming. The District is committed to providing a safe and respectful learning environment and to providing an education that respects all students and families. Students of all gender identities are valued and welcome in the District. Many questions have arisen regarding how best to support our transgender students with respect to the use of names or pronouns, rest room/locker rooms, and record keeping.

Names and Pronouns: The issue of the name and pronoun use in referring to a transgender student is one of the first that schools must resolve to create an environment in which a student feels safe and supported. Transgender students often choose to change the name assigned to them at birth to a name that is associated with their gender identity. Students have a right to be addressed by a name and pronoun that corresponds to their gender identity. After conferring with parents and the student, school employees should use the pronoun and name with which the student identifies.

However, the School District's official student records should include the student's legal name and legal gender (generally the sex assigned at birth). A student's official record should be changed only upon receipt of documentation that such change has been made pursuant to applicable state law.¹ Because the District maintains permanent student records that include the student's legal name and legal gender, official documents like diplomas or transcripts do not change unless the student's name is changed legally. However, where the legal name is not required, upon the request of transgender students and their parents, the student's preferred name should be used for district-related purposes, such as class rosters, club activities, student ID's, and in the yearbook.

Rest Rooms and Locker Rooms: The District will provide all students with access to use all facilities consistent with the students' gender identity. We will strive to have rest rooms and locker rooms with private enclosed changing areas, shower areas, and toilets for all students.

All students, including transgender and gender non-conforming students, shall be permitted to use any and all facilities consistent with their gender identity. Upon their voluntary request, any student who desires increased privacy shall be provided with a reasonable alternative changing area (e.g., a nearby rest room stall with a door, an area separated by a privacy partition

¹ The Minnesota Department of Health requires one of two requirements to change gender in a birth record: either medical documentation or a court order. The Minnesota court system relies on the Minnesota Department of Health processes to change the sex of a person on a state document and recommends to judges that if a person comes to court with the same documentation, a request for a court order changing the person's sex should be granted.

changing area (e.g., a nearby rest room stall with a door, an area separated by a privacy partition or a curtain, a PE instructor's office in the locker room or a nearby health office rest room) or with a separate changing schedule. Transgender and gender non-conforming students may only be required to use individual-user or otherwise separate facilities if every student is required to do so. The goal should be maximizing students' social integration and equal opportunity to participate in physical education classes and sports, ensuring the students' safety and comfort, and minimizing stigmatization of students.

Gendered Activities: Gender is often used as a classification for dividing classes into parts or as a prerequisite for participation. Such activities can be difficult for transgender or gender non-conforming students, especially if they are forced to participate in a group that does not correspond to their gender identity. As such, avoid using gender as a characteristic for divisions whenever possible. When groups are separated by gender, allow students to self-select the group they would feel more comfortable in.

The Minnesota State High School League has also adopted a policy addressing eligibility determination for male-to-female transgender student athletes stating in general that all students, regardless of their gender identity or expression, should be allowed to participate in athletics in an "environment free from discrimination".

Data Privacy Considerations: Under both state and federal law, information and data regarding one's transgender status or sex assigned at birth is classified as private educational data. Only employees with a legitimate educational reason to know this information in order to perform their job have the right of access to this data.

Transgender and gender non-conforming students may decide to discuss and express their gender identity openly or may decide when, with whom, and how much to share private information. Schools should work closely with the student and family in devising a plan that works for both the student and the school. Privacy considerations may also vary with the age of the student. In some circumstances, transgender students do not want their parents to know about their transgender status or that they are expressing their affirmed gender at school. The need to balance support of the students with parental rights to access the information about their students poses unique challenges.

Parents or guardians have a right of access to the data unless a court order provides otherwise or the student requests that the data be withheld and the school determines that that is in the best interest of the student. The school may require students to submit a signed, written request that the data be withheld and to explain the reason for denying parental access. Upon receiving such a request, the school shall determine whether denying parental access is in the student's best interest by considering the potential for physical or emotional harm.

- Whether the student is of sufficient age and maturity to be able to explain the reasons for and to understand the consequences of the request to deny access;
- Whether the personal situation of the student is such that denying parental access may protect the student from physical or emotional harm;
- Whether there is ground for believing that the student's reasons for precluding parental access are reasonably accurate; and
- Whether the data in question is of such a nature that disclosure of it to the parent could lead to physical or emotional harm to the student.

In most situations, these factors weigh in favor of parental access.

It is the District's policy to provide equal educational opportunity for all students. No student shall be discriminated against on the basis of any protected characteristic, including sex/gender. The District does not deny any student access to the benefits and opportunities of its educational programs.² The District provides for a student complaint and appeal process if a student claims the District denied them an equal educational opportunity or violated the student's rights under this Guidance. Information on how to file a complaint is contained in Harassment, Violence and Discrimination Policy 413.0 and Harassment, Violence, Discrimination or Bullying Report Form 413.0F.

This document serves as a resource for schools in working with transgender and gender non-conforming students. This guidance will be re-evaluated as needed. Contact Assistant Director of Student Services, Denise Collins at 763-506-1120 or at denise.collins@ahschools.us for additional information.

² Equal Educational Opportunity Policy 102.0

SCHOOL SPONSORED ~~MEDIA~~ ~~STUDENT PUBLICATIONS~~

I. PURPOSE

The purpose of this policy is to protect students' rights to free speech in production of ~~official school-sponsored media publications~~ while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

II. GENERAL STATEMENT OF POLICY

- A. Expression and representations made by students in school-sponsored media ~~publications~~ **are** not an expression of official school district policy. ~~Official school publications are free from prior restraint by officials except as provided by law.~~ Faculty advisors shall supervise student ~~journalists~~ **writers** to ensure compliance with the law and school district policies.
- B. Students who believe their right to free expression has been unreasonably restricted in a ~~school-sponsored media n-official student publication~~ may seek review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after review is requested.

~~4-C.~~ Students producing ~~official school-sponsored media publications~~ shall be under the supervision of a faculty advisor and the school principal. ~~School-sponsored media is Official publications shall be~~ subject to the guidelines set forth below.

~~2-D.~~ ~~Official s~~ School-sponsored media ~~publications~~ may be distributed at reasonable times and locations.

III. DEFINITIONS

- A. "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placement in mailboxes or by electronic mail.
- ~~B. "Official school publications" means school newspapers, yearbooks, material produced in communication, journalism of other writing classes as a part of the curriculum.~~
- B. "Obscene to minors" means:
1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
 2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, and lewd exhibition of the genitals; and

3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.

C. "Minor" means any person under the age of eighteen (18).

D. **"Material and substantial disruption"** of a normal school activity means:

1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial disruption" is defined as any disruption which interferes with or impedes the implementation of that program.
2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the **media** ~~written material~~ in question.

E. "School activities" means any activity of students sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays, and in-school lunch periods.

F. **"School-sponsored media"** means material that is:

1. **prepared, wholly or substantially written, published, broadcast, or otherwise disseminated by a student journalist enrolled in the school district;**
2. **distributed or generally made available to students in the school; and**
3. **prepared by a student journalist under the supervision of a student media adviser.**

School-sponsored media does not include material prepared solely for distribution or transmission in the classroom in which the material is produced, or a yearbook.

G. **As defined in Minnesota Statute 121A.80, "student journalist" means a school district student in grades 6 through 12 who gathers, compiles, writes, edits, photographs, records, or otherwise prepares information for dissemination in school-sponsored media.**

H. "Student media adviser" means a qualified teacher, as defined in Minnesota Statutes, section 122A.16, that the school district employs, appoints, or designates to supervise student journalists or provide instruction relating to school-sponsored media.

I. Defamatory means a false statement which tends to injure reputation; to diminish the esteem, respect, goodwill or confidence in an individual or to excite adverse derogatory or unpleasant feelings or opinions against an individual. The term includes libelous and slanderous conduct.

~~G. "Libelous" is a false and unprivileged statement about a specific individual that tends to harm the individual's reputation or to lower that individual in the esteem of the community.~~

IV. GUIDELINES

A. Except as provided in paragraph B below, a student journalist has the right to exercise freedom of speech and freedom of the press in school-sponsored media regardless of whether the school-sponsored media receives financial support from the school or district, uses school equipment or facilities in its production, or is produced as part of a class or course in which the student journalist is enrolled. Freedom of speech includes freedom to express political viewpoints. Consistent with paragraph B below, a student journalist has the right to determine the news, opinion, feature, and advertising content of school-sponsored media. The school district must not discipline a student journalist for exercising rights or freedoms under this paragraph or the First Amendment of the United States Constitution.

~~A.B.~~ Student eExpression in ~~an official school publication~~ school-sponsored media, a yearbook, or school-sponsored activity is prohibited when the material ~~is~~:

1. is obscene to minors;
2. is defamatory; ~~libelous or slanderous~~
3. is profane, harassing, threatening, or intimidating;
4. constitutes an unwarranted invasion of privacy;
5. violates federal or state law;
6. causes a material and substantial disruption of school activities;
- ~~2.7.~~ is directed to inciting or producing imminent lawless action on school premises or the violation of lawful school policies or rules, including but not limited to a policy adopted in accordance with Minnesota Statutes, section 121A.03 or 121A.031;
- ~~3.8.~~ advertises or promotes any product or service not permitted for minors by law;
- ~~4.9.~~ expresses or advocates sexual, racial or religious harassment or violence or prejudice; or
- ~~5.10.~~ is distributed or displayed in violation of time, place and manner regulations.

C. The school district must not retaliate or take adverse employment action against a student media adviser for supporting a student journalist exercising rights or freedoms under paragraph A above or the First Amendment of the United States Constitution.

D. Notwithstanding the rights or freedoms of this Article or the First Amendment of the United States Constitution, nothing in this Article inhibits a student media adviser from teaching professional standards of English and journalism to student journalists.

B.E. Time, Place and Manner of Distribution

Students shall be permitted to distribute written materials at school as follows:

1. Time
Distribution shall be limited to the hours before the school day begins, during lunch hour and after school is dismissed.
2. Place
Written materials may be distributed in locations so as not to interfere with the normal flow of traffic within the school hallways, walkways, entry ways and parking lots. Distribution shall not impede entrance to or exit from school premises in any way.
3. Manner
No one shall induce or coerce a student or staff member to accept a student publication.

Legal References: U. S. Const., amend. I

Morse v. Frederick, 551 U.S. 393 (2007)

Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)

Bystrom v. Fridley High School, I.S.D. No. 14, 822 F. 2d 747 (8th Cir. 1987)

Minn. Stat. § 121A.03 (Model Policy)

Minn. Stat. § 121A.031 (School Student Bullying Policy)

Minn. Stat. § 121A.80 (Student Journalism; Student Expression)

Anoka-Hennepin District No. 11

Anoka~~Coon Rapids~~, MN 55303-433

Adopted February 24, 2000

Amended September 23, 2024

SCHOOL SPONSORED MEDIA

I. PURPOSE

The purpose of this policy is to protect students' rights to free speech in production of school-sponsored media while at the same time balancing the school district's role in supervising student publications and the operation of public schools.

II. GENERAL STATEMENT OF POLICY

- A. Expression and representations made by students in school-sponsored media are not an expression of official school district policy. Faculty advisors shall supervise student journalists to ensure compliance with the law and school district policies.
- B. Students who believe their right to free expression has been unreasonably restricted in a school-sponsored media may seek review of the decision by the building principal. The principal shall issue a decision no later than three (3) school days after review is requested.
- C. Students producing school-sponsored media shall be under the supervision of a faculty advisor and the school principal. School-sponsored media is subject to the guidelines set forth below.
- D. School-sponsored media may be distributed at reasonable times and locations.

III. DEFINITIONS

- A. "Distribution" means circulation or dissemination of material by means of handing out free copies, selling or offering copies for sale, accepting donations for copies, posting or displaying material, or placement in mailboxes or by electronic mail.
- B. "Obscene to minors" means:
 - 1. The average person, applying contemporary community standards, would find that the material, taken as a whole, appeals to the prurient interest of minors of the age to whom distribution is requested;
 - 2. The material depicts or describes, in a manner that is patently offensive to prevailing standards in the adult community concerning how such conduct should be presented to minors of the age to whom distribution is requested, sexual conduct such as intimate sexual acts (normal or perverted), masturbation, excretory functions, and lewd exhibition of the genitals; and
 - 3. The material, taken as a whole, lacks serious literary, artistic, political, or scientific value for minors.
- C. "Minor" means any person under the age of eighteen (18).
- D. "Material and substantial disruption" of a normal school activity means:
 - 1. Where the normal school activity is an educational program of the school district for which student attendance is compulsory, "material and substantial

disruption" is defined as any disruption which interferes with or impedes the implementation of that program.

2. Where the normal school activity is voluntary in nature (including, without limitation, school athletic events, school plays and concerts, and lunch periods) "material and substantial disruption" is defined as student rioting, unlawful seizures of property, conduct inappropriate to the event, participation in a school boycott, demonstration, sit-in, stand-in, walk-out, or other related forms of activity.

In order for expression to be considered disruptive, there must exist specific facts upon which the likelihood of disruption can be forecast, including past experience in the school, current events influencing student activities and behavior, and instances of actual or threatened disruption relating to the media in question.

E. "School activities" means any activity of students sponsored by the school including, but not limited to, classroom work, library activities, physical education classes, official assemblies and other similar gatherings, school athletic contests, band concerts, school plays, and in-school lunch periods.

F. "School-sponsored media" means material that is:

1. prepared, wholly or substantially written, published, broadcast, or otherwise disseminated by a student journalist enrolled in the school district;
2. distributed or generally made available to students in the school; and
3. prepared by a student journalist under the supervision of a student media adviser.

School-sponsored media does not include material prepared solely for distribution or transmission in the classroom in which the material is produced, or a yearbook.

G. As defined in Minnesota Statute 121A.80, "student journalist" means a school district student in grades 6 through 12 who gathers, compiles, writes, edits, photographs, records, or otherwise prepares information for dissemination in school-sponsored media.

H. "Student media adviser" means a qualified teacher, as defined in Minnesota Statutes, section 122A.16, that the school district employs, appoints, or designates to supervise student journalists or provide instruction relating to school-sponsored media.

I. Defamatory means a false statement which tends to injure reputation; to diminish the esteem, respect, goodwill or confidence in an individual or to excite adverse derogatory or unpleasant feelings or opinions against an individual. The term includes libelous and slanderous conduct.

IV. GUIDELINES

A. Except as provided in paragraph B below, a student journalist has the right to exercise freedom of speech and freedom of the press in school-sponsored media regardless of whether the school-sponsored media receives financial support from the school or district,

uses school equipment or facilities in its production, or is produced as part of a class or course in which the student journalist is enrolled. Freedom of speech includes freedom to express political viewpoints. Consistent with paragraph B below, a student journalist has the right to determine the news, opinion, feature, and advertising content of school-sponsored media. The school district must not discipline a student journalist for exercising rights or freedoms under this paragraph or the First Amendment of the United States Constitution.

- B. Student expression in school-sponsored media, a yearbook, or school-sponsored activity is prohibited when the material:
1. is obscene to minors;
 2. is defamatory;
 3. is profane, harassing, threatening, or intimidating;
 4. constitutes an unwarranted invasion of privacy;
 5. violates federal or state law;
 6. causes a material and substantial disruption of school activities;
 7. is directed to inciting or producing imminent lawless action on school premises or the violation of lawful school policies or rules, including but not limited to a policy adopted in accordance with Minnesota Statutes, section 121A.03 or 121A.031;
 8. advertises or promotes any product or service not permitted for minors by law;
 9. expresses or advocates sexual, racial or religious harassment or violence or prejudice; or
 10. is distributed or displayed in violation of time, place and manner regulations.
- C. The school district must not retaliate or take adverse employment action against a student media adviser for supporting a student journalist exercising rights or freedoms under paragraph A above or the First Amendment of the United States Constitution.
- D. Notwithstanding the rights or freedoms of this Article or the First Amendment of the United States Constitution, nothing in this Article inhibits a student media adviser from teaching professional standards of English and journalism to student journalists.
- E. Time, Place and Manner of Distribution

Students shall be permitted to distribute written materials at school as follows:

1. Time
Distribution shall be limited to the hours before the school day begins, during lunch hour and after school is dismissed.
2. Place
Written materials may be distributed in locations so as not to interfere with the normal flow of traffic within the school hallways, walkways, entry ways and parking lots. Distribution shall not impede entrance to or exit from school premises in any way.
3. Manner
No one shall induce or coerce a student or staff member to accept a student publication.

Legal References: U. S. Const., amend. I

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Hazelwood School District v. Kuhlmeier, 484 U.S. 260 (1988)

Bystrom v. Fridley High School, I.S.D. No. 14, 822 F. 2d 747 (8th Cir. 1987)

Minn. Stat. § 121A.03 (Model Policy)

Minn. Stat. § 121A.031 (School Student Bullying Policy)

Minn. Stat. § 121A.80 (Student Journalism; Student Expression)

Anoka-Hennepin District No. 11

Anoka, MN 55303

Adopted February 24, 2000

Amended September 23, 2024



ANOKA-HENNEPIN SCHOOLS

EDUCATIONAL SERVICE CENTER

Cory McIntyre, Superintendent

2727 N Ferry St. • Anoka, MN 55303

763-506-1000 • Fax: 763-506-1013

ahschools.us

September 17, 2024

To: School Board Members and Superintendent Cory McIntyre

From: Tiffany Audette, CPPB, Director of Purchasing

Re: **Award Recommendation**

Bid # 25011B – Sand Creek Elementary School, HVAC Replacement - Phase 4
Opened on Thursday, September 12, 2024, at 2:00 p.m. LT.

The recap below is a record of the seven (7) bids received for this project. The recommendation is made to award a contract to the lowest responsive and responsible bidder, Jorgenson Construction, Inc. of Minneapolis, Minnesota with the acceptance of base bid of \$725,000.00, Alternate 1 of \$75,000.00, Alternate 2 of \$99,000.00, and Alternate 4 of \$15,000.00 for a total contract award of \$914,000.00.

Response Tab for Solicitation							
25011B Sand Creek ES HVAC Replacement - Phase 4			Opening/Due Date: Thursday, September 12, 2024 - 2:00 PM LT				
Bidder	CM Construction Company Inc.	Ebert, Inc. dba: Ebert Companies	Jorgenson Construction, Inc.	JPMI Construction Company	Morcon Construction Co. Inc.	Parkos Construction Company	Versacon, Inc.
Base Bid	\$799,500.00	\$833,300.00	\$725,000.00	\$882,400.00	\$754,000.00	\$757,400.00	\$935,000.00
Alternate #1	\$82,500.00	\$94,750.00	\$75,000.00	\$152,100.00	\$99,000.00	\$110,700.00	\$91,080.00
Alternate #2	\$93,200.00	\$115,500.00	\$99,000.00	\$167,700.00	\$102,000.00	\$128,800.00	\$106,678.00
Alternate #3	no change	no change	no bid	no change	no change	no bid	no change
Alternate #4	\$26,500.00	\$17,500.00	\$15,000.00	\$23,100.00	\$27,000.00	\$18,200.00	\$18,882.00

MEMORANDUM OF UNDERSTANDING
For School Resource and Prevention Program Officer Services
Between the Anoka-Hennepin School District No. 11
the City of Andover, and the Anoka County Sheriff's Office
2024-2025

PURPOSE. The purpose of this Memorandum of Understanding is to address the need for the presence of licensed peace officers to provide specific services/roles to the Anoka Hennepin School district No. 11 (hereafter referred to as "District") schools and establish a mutually beneficial framework that both schools and law enforcement can work within to achieve shared goals. The intent is to establish and delineate the mission of a School Resource Officer/Prevention Program, herein referred to as the School Resource Officer (SRO) Program, as a joint cooperative effort between the District, the City of Andover (hereafter referred to as "City"), and the Anoka County Sheriff's Office (hereafter referred to as "ACSO"), representing the designated law enforcement agency. The partnership is intended to facilitate effective, timely communication and coordination of efforts for both the District and the law enforcement agencies to promote a safe and positive learning environment and decrease the number of youth formally referred to the juvenile justice system. Additionally, it clarifies roles and expectations and formalizes relationships between the participating entities to foster an efficient and cohesive program that will build a positive relationship between officers, school administrators/staff and students.

GOALS. The primary goals of the SRO Program are 1) to promote positive and supportive school climates and 2) to create and maintain safe and secure school environments. To promote positive and supportive school climates, the partnership will collaborate to increase law-related education, expand school safety and crime prevention efforts, reduce conflict, and support effective interventions for students. To create and maintain safe and secure school environments, the partnership will collaborate to reduce and prevent crime, violence, victimization, and fear in and around schools, and minimize student involvement with the juvenile and criminal justice systems. It is the responsibility of school administrators to facilitate effective communication to all school staff and students regarding SRO program goals and responsibilities.

ROLES. The SRO program is unique to the community, based on input from the district, school administration, teachers, students, and community members. The program is designed to fulfill three overall roles:

1. Law Enforcement
2. Fostering Positive School Climate / Crime Prevention
3. Law-Related Educator

Law Enforcement Role – SROs are responsible for law enforcement incidents occurring at the school. Parents, students, teachers, and other school personnel should bring complaints about student misbehavior to the school principal and/or designee, rather than the SRO. A determination of whether an activity raises to the level of a law enforcement activity, when reasonable, should be made in consultation with a school administrator. While law enforcement is the role of SROs, officers responding to an incident or consulting with school officials are encouraged to use their discretion in determining the best course of action, especially when using alternatives to arrest.

Fostering Positive School Climate / Crime Prevention – One of the primary roles SROs fulfill is fostering a positive school climate through relationship building and crime prevention. Officers will focus on getting to know students, serve as a role model, engage in various activities in consultation with school administration, teachers, and students, and should strive to build a school culture of open communication and trust between and among students and adults. Crime prevention activities include foot patrols, monitoring previous crime locations, speaking to teachers about reducing the opportunity for crimes to occur, analyzing possible crime patterns, investigating crimes, and general patrol efforts. SROs are critical members of the school Building Crisis Teams for emergency preparation and planning.

Law-Related Educator – SRO / Prevention Program Officers should participate in the school community and be a resource to the educational team where appropriate. The SRO should represent the law enforcement community by building positive relationships with youth, their families, and school staff. Whether talking to students in the hallway or delivering a presentation in the classroom, SROs are embedded in the education fabric within the school. SROs are expected to be proactive in creating and taking advantage of educational situations, and school administrators are encouraged to leverage this resource.

1. OFFICER EMPLOYED BY the ACSO. The ACSO shall employ (or assign), in accordance with applicable state statutes, a deputy(s) to serve as School Resource or Prevention Program Officer(s) in District schools. The selection or assignment of such officers shall be done by the ACSO in consultation with the City and principals in the area or City covered by this Agreement. City shall assume all obligations and payments with regard to SRO's salary as memorialized in the City's contract with the ACSO for patrol services. District will reimburse City as defined in paragraph 15 of this Agreement. The SRO shall, at all times, remain employed by the ACSO. This agreement explicitly disclaims any employee or agent relationship between the SRO and the City and/or District. This agreement does not create a contract of any type between the District or City and any individual deputy, investigator, sworn peace officer, community service officer, or other officer in the ACSO or any other law enforcement agency working with the ACSO, nor does this Agreement create any employer-employee relationship, independent contractor relationship, or services agreement with any individual.
2. TERM OF CONTRACT. The term of this contract shall be from September 3, 2024, to June 6, 2025, renewable each year unless terminated by either party as defined in paragraph 14.
3. ADMINISTRATION RESPONSIBILITIES. Law enforcement services rendered to District shall be at the sole direction of the ACSO. Standards of performance, discipline of the officer assigned, and other internal matters shall be under the authority of the ACSO. Upon request, the District shall provide the ACSO with an appraisal of the services received. The ACSO shall provide the District with a list of services provided at the elementary level, Prevention Program schedules, and the name of the officer(s) providing the service.

4. **LEVEL OF SERVICE.** The officer will respond to emergency calls within the boundaries of City and attend police training and special duties as assigned by the ACSO while fulfilling the requirements of this contract. Time spent on emergency calls, police training, etc., shall not be considered time spent as a School Resource or Prevention Program officer.
5. **SCHOOL CALENDAR.** The District shall provide the ACSO with a school calendar. SRO services will be provided during regular school hours in the school district on all student contact days. Time in excess of eight hours per day shall be paid according to the SRO's salary arrangements with the ACSO, provided such additional time has been approved in advance by the ACSO and District. Blanket approvals will not be accepted. The ACSO will notify District of SRO absences and plan for coverage when the SRO is out of the building.
6. **DUTIES OF OFFICER.** The basic duties of the SRO are to help provide a safe and secure learning environment, foster a positive school climate, reduce/prevent crime, serve as an educational resource, and serve as a liaison between the school and the law enforcement agency. Specific daily assignments to accomplish this will vary by school. The SRO, school principal, and District Coordinator will meet periodically to discuss plans and strategies to address specific issues or needs that may arise. SROs may respond to calls to all schools in the city of Andover, even though they may be based primarily at one school in the city.

Basic duties of the SRO will include but are not limited to:

1. To enforce criminal law and protect students, staff, and public at large against criminal activity.
2. Foster mutually respectful relationships with students and staff to support a positive school climate.
3. Provide information concerning questions about law enforcement topics to students and staff.
4. Provide classroom instruction on a variety of topics including but not limited to, law enforcement practices, conflict resolution, personal and school safety strategies, crime trends, and crisis response.
5. Handle initial police reports of violent crimes committed on campus.
6. Take enforcement action on criminal matters when appropriate.
7. Coordinate investigative procedures between police and school administrators.
8. Prepare lesson plans as necessary for the instruction provided.
9. In conjunction with school administrators, building crisis teams, and the district Emergency Management Coordinator, SROs should be an active participant in planning emergency drills and assisting with the facility assessment process utilizing the District Threat and Hazard Identification Risk Assessment (THIRA) to help analyze the physical safety of school facilities.
10. Prevention Program Officers serving elementary schools will present an approved prevention program, which may be a part of the fifth grade health curriculum.
11. Collect data on SRO activities (arrests, citations, etc.)

7. **SRO ROLE IN SCHOOL POLICY VIOLATIONS.** School administrators and teachers are responsible for school discipline. Although SROs are expected to be familiar with the District code of student conduct, the rules of individual schools, and their application in day-to-day practice, SROs should not be involved with the enforcement solely of school rules, school policies, or disciplinary infractions that are not violations of law. SROs should not intervene unless the situation involves an individual engaged in unlawful conduct, may result in damage to property or to prevent bodily harm or death to the student or another.
8. **PRIVACY OF PUPIL RECORDS.** The SRO shall follow the District's Protection and Privacy of Pupil Records Policy and the requirements of the Family Educational Rights and Privacy Act and the Minnesota Government Data Practices Act. The SRO will not access, and the School District will not provide private data on a student unless disclosure is allowed under MSS 13.32 Subd. 3. The District and SRO may share records and information, as allowed by law, in the performance of the duties described in Section 6 of this Agreement. The SRO and ACSO certify and agree that all data created, collected, received, stored, used, maintained, or disseminated by the SRO must comply with the Family Educational Rights and Privacy Act and the Minnesota Government Data Practices Act.
9. **CLOTHING, EQUIPMENT, AND SUPPLIES.** The ACSO shall provide any required clothing, uniforms, vehicle, necessary equipment and supplies for officer to perform law enforcement duties. District shall provide SRO with a private, lockable office, telephone, and supplies necessary for the officer to perform required duties as specified in paragraph 6 of this contract.
10. **TRAINING.** The SRO shall receive such training as is necessary to permit the SRO to effectively advance the school's educational mission in the context of his/her duties as SRO and ensure a smooth transition into the educational setting. Prior to appointment to an SRO position the SRO will complete either the Minnesota Homeland Security & Emergency Management; School Safety Center standardized Basic SRO Training, or the NASRO Basic SRO course. Both courses are designed to prepare officers to work in an educational environment and maximize effectiveness in the delivery of law enforcement services in schools. If courses are not available prior to appointment, training should be completed within 6 months of appointment. The SRO shall also receive any training required by Minnesota Statute and the POST Board
11. **DISTRICT SRO MEETINGS.** Upon appointment, the district will provide new SROs with District Orientation to deliver training related to district policies and procedures, technology access, security cameras, keys/fobs, and district crisis management planning. The District will also provide annual orientation training in the fall, prior to school beginning and bi-monthly meetings to discuss school specific issues and SRO concerns and/or recommendations.
12. **SCHOOL RESOURCE OFFICER DISTRICT COORDINATION.** The District Manager of Security and Emergency Operations will be the primary contact for SROs at the district.
13. **SCHOOL BASED LAW ENFORCEMENT DATA COLLECTION.** Law enforcement agencies should make available, upon request, an SRO activity report. The report should include descriptions of all activities engaged in by the SRO, including classroom presentations, meetings (with staff, parents, committees), incidents or calls for service, searches, arrests, citations, and other referrals to the juvenile justice system that occur on school grounds, school transportation or during school sponsored or school sanctioned events.

14. **TERMINATION.** Either party may terminate this agreement upon 30 days written notice of such termination. All payment due hereunder shall be prorated in the event of such termination.
15. **DURATION AND COST.** For and in consideration of the provision of SRO and the Prevention Program Officer services in accordance with the terms of this MOU, District shall pay City the sum of \$147,000. Request for payment should be submitted by July 1, 2025 and June 1 of any subsequent fiscal year if the Agreement is renewed, which the District shall pay within 30 days of receipt of said request. City's compensation obligation to the ACSO for services under this Agreement is covered under the City's and ACSO's agreement for patrol services.
16. **INDEMNIFICATION.** The ACSO agrees to defend, indemnify, and hold harmless the City and District, their agents, officials, employees, and representatives free from any and all claims, causes of action, lawsuits, damages, losses or expenses, including attorney fees, arising out of or resulting from the duties of the SRO pursuant to the terms of this Agreement. The City and District agree to defend, indemnify, hold harmless the ACSO, its agents, officials, employees and representatives from any and all claims, causes of action, lawsuits, damages, losses or expenses, including attorneys fees, arising out of or resulting from the duties of the City and District and their respective employees, agents, officials, and representatives pursuant to the terms of this Agreement.
17. **SERVICE TO SCHOOLS.** The following secondary school(s) shall receive SRO services as a result of this contract:
- Andover High School
Oakview Middle School
- The following elementary school(s) shall receive Prevention Program services as a result of this contract:
- Andover Elementary School
Crooked Lake Elementary School
Rum River Elementary School
18. **SCOPE.** It is agreed that the entire agreement of the parties is contained herein, and that this agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof.
19. **EXECUTION IN COUNTERPARTS.** This Agreement, and any supplement, amendment, or modification, may be executed in any number of counterparts, each of which when so executed and delivered shall be deemed to be an original and all of which executed counterparts taken together shall constitute one and the same Agreement as if an original, fully executed Agreement. Delivery of an executed counterpart by facsimile or email or PDF file containing an electronic signature shall be equally as effective as delivery of an original signed counterpart of this Agreement.

IN WITNESS WHEREOF, the parties have hereunder to set their hands.

City of Andover

Anoka-Hennepin School District No. 11

Signed By  _____

Signed By _____

Title: City Administrator

Title: _____

Date: 9-4-24

Date: _____

Anoka County Sheriff's Office:

Signed By  _____

Title: Commander

Date: 9/4/24

ADMINISTRATION INFORMATION FORM**CONTACTS AT THE SCHOOL DISTRICT****Contracted Administration**

Greg Cole
 Chief Operations Officer
 Educational Service Center
 2727 N Ferry Street
 Anoka, MN 55303
 763-506-1175

Program Administration

Tim Feine, Principal	Andover High School	763-506-8401
Gary Lundeen, Principal	Oakview Middle School	763-506-7401
Mark VanVoorhis, Principal	Andover Elementary School	763-506-1701
Sam Anderson, Principal	Crooked Lake Elementary	763-506-2101
Jeff Clusiau, Principal	Rum River Elementary	763-506-3101

Payment Procedures

Pursuant to paragraph 15 of the agreement, the City should submit a bill to:

Educational Service Center
 ATTN: Greg Cole, Chief Operations Officer
 2727 N Ferry St
 Anoka, MN 55303

greg.cole@ahschools.us

ICE RINK CONTRACT

This ice facility use agreement is made and entered into this 11th day of September, 2024 between the **Anoka Area Ice Arena** herein after referred to as (PROVIDER) and the **Anoka-Hennepin School District**, a tax exempt entity, herein after referred to as (USER). PROVIDER and USER agree to the following use of an ice skating facility located at: 4111 7th Ave. N, Anoka, MN 55303, for the 2024-2025 Hockey Season.

1. **SCHEDULE OF TIME:** PROVIDER agrees to make ice time available to the USER at the time and dates shown on the attached ice use schedule for one of USER'S high schools. Such schedule may be amended from time to time upon the written agreement of both parties' representatives.

2. **RATES:** USER agrees to pay the following rates for ice and arena usage:
 - a. \$ 245⁰⁰ Prime Ice Hourly Rate
 - b. \$NA Non Prime Hourly Rate
 - c. 750 Girls / 1250 Boys Arena Rental Fee for Games.
 (Note: do not include hourly ice charge in the arena rental fee for games. Include the charge for game ice time along with other ice time hourly rate charges)
 - d. 50% PROVIDER Share of the proceeds of the Net Gate Receipts.

3. **PRIME HOURS:** Prime and Non-Prime Hours are described in the attached ice use schedule.

4. **SERVICES:** PROVIDER agrees to provide a useable ice surface, secure and clean locker facilities, parking facilities and, on the day of games, arena seating for spectators. In addition, on game dates, PROVIDER shall provide appropriate management, ticket seller(s), time/score keeper(s), resurfacer driver(s) and security personnel as needed and any cleanup/maintenance staff required by PROVIDER. Appropriate staffing will be determined by agreement between the PROVIDER and the high school activity director.

5. **EVENT FEES AND POLICIES:** USER determines gate fees and policies for events hosted at the Ice Rink. Section events follow MSHSL section guidelines.
 - a. Policies relate to use of punch cards, on-line ticketing, senior citizen discounts, youth day etc.

6. **LOCKER ROOM AGREEMENT: PURPOSE:** The high school shall use the Varsity locker rooms for the sole purpose of conducting seasonal activities during the 2024-2025 High School Hockey Season.
 - a. **TERMS:** The agreement will commence on October 14 2024, and will continue until the end of the 2024-2025 Anoka High School hockey season. The Anoka Arena or its employees are not responsible for lost or stolen items. It is specifically understood and agreed, however, the High School shall have access to locker rooms, via keys as needed. High School Coaches Office will

remain under High School Control for the entire year. Contents of locker rooms items will be the sole responsibility of the High School Program. Storing of any equipment and jerseys is **strongly discouraged!**

- b. IMPROVEMENTS: The Anoka Arena agrees to keep the structure in working order according to the health and safety standards set by Anoka County, including all repairs to said equipment and structure, including replacement expenses.
 - c. MAINTENANCE: The Anoka High School agrees to maintain the locker room space free from waste and debris. For the purpose of this agreement, the Anoka Arena shall maintain and repair all of the sewer and water extension, sinks, and other equipment installed, electrical installations and structures. Anoka High School shall leave said premises in a neat and orderly condition and in as good of condition as exists at the time of the commencement of this agreement, reasonable wear and tear accepted.
7. PAYMENTS AND REMISSION OF GATE RECEIPTS: PROVIDER shall bill USER by submitting an itemized list of hourly practice and game ice usage to the high school which utilized the ice time. In addition, PROVIDER shall submit a full and complete accounting of the total gate receipts received by PROVIDER and pay to the school district an amount equal to the total gate receipts minus the arena rental fee and minus their percentage share of net gate receipts set forth in Section 2.d above or, if the gate receipts are less than the arena rental fee, bill USER the amount necessary to cover the arena rental fee.

Documentation of the gate receipts will be provided on the attached Gate Receipt Worksheet and will be calculated to include the value of the punch tickets presented at the gate.

Upon proper billing and documentation, USER will promptly pay PROVIDER, any required deposits and an amount equal to the number of hours of practice and game ice usage at the rate agreed to. The billing will include Gate Receipt Worksheets for any game(s) conducted during the billing period. If the School's share on the Gate Receipt Worksheet(s) is a positive amount; the PROVIDER shall remit that amount as a payment to the school. If the School's share on the Gate Receipt Worksheet is a negative amount, the PROVIDER shall submit that amount as a bill.

8. CANCELLATIONS: PROVIDER may cancel this agreement for any material default by the USER in the terms of this agreement. PROVIDER may also reschedule the dates or times of the scheduled ice usage upon five days written notice to the USER. PROVIDER shall not be held responsible for the cancellation of ice time for reasons beyond the reasonable control of PROVIDER, its agents or employees, such as but not limited to equipment failure, loss of power, severe weather or acts of God. In the event of such an occurrence, PROVIDER will attempt to reschedule USER'S ice times or USER may cancel and promptly receive a return of any fees paid.

9. ASSIGNMENT: If scheduled ice-time cannot be used by the USER, they shall promptly notify the PROVIDER in writing and the PROVIDER will attempt to reassign that time to another group. If the time cannot be assigned to another group, the USER will pay the charged for their scheduled time.
10. RULES AND REGULATIONS: USER agrees to use the facilities according to the Rules and Regulations of PROVIDER which will be adopted and posted from time to time within the facility
11. SIGNAGE: USER recognizes that it does not have rights to post any signs without the express written consent of PROVIDER and any signs so consented shall conform to and be consistent with the sign usage policy of PROVIDER.
12. LIABILITY: USER acknowledges that PROVIDER has not asserted or accepted any responsibilities for supervision, security or control of USER'S property or activities. USER shall be solely responsible to provide security for its equipment kept on the premises and shall be solely responsible to provide supervision of its students, staff and spectators, on and off the ice. PROVIDER shall be solely responsible for the actions of its employees and agents as provided in Article 4.

USER assumes all risks of personal injury arising from its usage of the facilities or any part connected or contiguous thereto which result from an act or failure to act on the part of the USER or others over whom it has supervisory responsibility. USER assumes responsibility for damages to the property of PROVIDER arising out of the negligence of USER under its performance of this agreement. PROVIDER will notify the USER of any damages and allow the USER a reasonable opportunity to review the damage before repairs are made. PROVIDER is responsible for the repair or replacement of PROVIDER'S property and will invoice the USER for the damages. USER'S obligation shall be to reimburse to PROVIDER the cost of labor and replacement of like-kind and quality equipment.

PROVIDER agrees to indemnify and hold harmless USER from and against all claims, costs, expenses (including attorney fees) and liabilities of whatever nature arising from (i) any negligent or wrongful act or omission of PROVIDER, its licensees, agents, or employees; or (ii) arising from any accident, injury, including death, or damage to any person or property occurring on the premises and caused by the negligence or other wrongful conduct of PROVIDER, excluding claims arising from USER'S performance under this agreement.

USER agrees to indemnify and hold harmless PROVIDER from and against all claims, costs, expenses (including attorney fees) and liabilities of whatever nature arising from (i) any negligent or wrongful act or omission of USER, its licensees, agents, or employees; or (ii) arising from any accident, injury, including death, or damage to any person or property occurring on the premises and caused by the negligence or other wrongful conduct of USER, excluding claims arising from PROVIDER'S performance under this agreement.

INSURANCE: Both USER and PROVIDER shall maintain liability insurance against claims for bodily injury, death or property damage occurring on or about the ice arena.

Such insurance shall be written on an occurrence basis with a combined single limit of not less than \$1,000,000 per occurrence. If the insurance policy is written on a "claims-made basis", the party will maintain coverage for a minimum of three years past the expiration of this agreement. The retroactive date of the policy shall be indicated on the certificate of insurance outlining coverage.

In addition, both parties shall name the other party as an additional insured with respect to its own operations on said policies of insurance. Both parties will maintain all workers compensation insurance required by law.

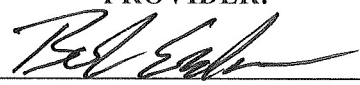
13. The Anoka Area Ice Arena Association has the authority to enter into this use agreement per MN statute 317a.161

THIS CONTRACT AND ANY ATTACHED SCHEDULES OR SIGNED ADDENDUMS CONSTITUTES THE ENTIRE AGREEMENT BETWEEN PROVIDER AND USER. THE UNDERSIGNED USER AGREES TO PURCHASE ALL HOURS OUTLINED IN THE ATTACHMENT. NO PROVISION OF THIS AGREEMENT MAY BE CHANGED, WAIVED OR TERMINATED UNLESS DONE IN WRITING AND EXECUTED BY BOTH PROVIDER AND USER.

USER:

PROVIDER:

Anoka-Hennepin School District #11



Anoka Area Ice Arena

Date: _____

Date: 9-11-24

ICE RINK CONTRACT

This ice facility use agreement is made and entered into this 11th day of September, 2024 between the **Anoka Area Ice Arena** herein after referred to as (PROVIDER) and the **Anoka-Hennepin School District**, a tax exempt entity, herein after referred to as (USER). PROVIDER and USER agree to the following use of an ice skating facility located at: 4111 7th Ave. N, Anoka, MN 55303, for the 2024-2025 Hockey Season.

1. **SCHEDULE OF TIME:** PROVIDER agrees to make ice time available to the USER at the time and dates shown on the attached ice use schedule for one of USER'S high schools. Such schedule may be amended from time to time upon the written agreement of both parties' representatives.

2. **RATES:** USER agrees to pay the following rates for ice and arena usage:
 - a. 1245⁰⁰ Prime Ice Hourly Rate
 - b. \$NA Non Prime Hourly Rate
 - c. 750 Girls / 1250 Boys Arena Rental Fee for Games.
 (Note: do not include hourly ice charge in the arena rental fee for games. Include the charge for game ice time along with other ice time hourly rate charges)
 - d. 50% PROVIDER Share of the proceeds of the Net Gate Receipts.

3. **PRIME HOURS:** Prime and Non-Prime Hours are described in the attached ice use schedule.

4. **SERVICES:** PROVIDER agrees to provide a useable ice surface, secure and clean locker facilities, parking facilities and, on the day of games, arena seating for spectators. In addition, on game dates, PROVIDER shall provide appropriate management, ticket seller(s), time/score keeper(s), resurfacers driver(s) and security personnel as needed and any cleanup/maintenance staff required by PROVIDER. Appropriate staffing will be determined by agreement between the PROVIDER and the high school activity director.

5. **EVENT FEES AND POLICIES:** USER determines gate fees and policies for events hosted at the Ice Rink. Section events follow MSHSL section guidelines.
 - a. Policies relate to use of punch cards, on-line ticketing, senior citizen discounts, youth day etc.

6. **LOCKER ROOM AGREEMENT: PURPOSE:** The high school shall use the Varsity locker rooms for the sole purpose of conducting seasonal activities during the 2024-2025 High School Hockey Season.
 - a. **TERMS:** The agreement will commence on October 14, 2024, and will continue until the end of the 2024-2025 Anoka High School hockey season. The Anoka Arena or its employees are not responsible for lost or stolen items. It is specifically understood and agreed, however, the High School shall have access to locker rooms, via keys as needed. High School Coaches Office will

remain under High School Control for the entire year. Contents of locker rooms items will be the sole responsibility of the High School Program. Storing of any equipment and jerseys is **strongly discouraged!**

- b. IMPROVEMENTS: The Anoka Arena agrees to keep the structure in working order according to the health and safety standards set by Anoka County, including all repairs to said equipment and structure, including replacement expenses.
 - c. MAINTENANCE: The Anoka High School agrees to maintain the locker room space free from waste and debris. For the purpose of this agreement, the Anoka Arena shall maintain and repair all of the sewer and water extension, sinks, and other equipment installed, electrical installations and structures. Anoka High School shall leave said premises in a neat and orderly condition and in as good of condition as exists at the time of the commencement of this agreement, reasonable wear and tear accepted.
7. PAYMENTS AND REMISSION OF GATE RECEIPTS: PROVIDER shall bill USER by submitting an itemized list of hourly practice and game ice usage to the high school which utilized the ice time. In addition, PROVIDER shall submit a full and complete accounting of the total gate receipts received by PROVIDER and pay to the school district an amount equal to the total gate receipts minus the arena rental fee and minus their percentage share of net gate receipts set forth in Section 2.d above or, if the gate receipts are less than the arena rental fee, bill USER the amount necessary to cover the arena rental fee.

Documentation of the gate receipts will be provided on the attached Gate Receipt Worksheet and will be calculated to include the value of the punch tickets presented at the gate.

Upon proper billing and documentation, USER will promptly pay PROVIDER, any required deposits and an amount equal to the number of hours of practice and game ice usage at the rate agreed to. The billing will include Gate Receipt Worksheets for any game(s) conducted during the billing period. If the School's share on the Gate Receipt Worksheet(s) is a positive amount; the PROVIDER shall remit that amount as a payment to the school. If the School's share on the Gate Receipt Worksheet is a negative amount, the PROVIDER shall submit that amount as a bill.

8. CANCELLATIONS: PROVIDER may cancel this agreement for any material default by the USER in the terms of this agreement. PROVIDER may also reschedule the dates or times of the scheduled ice usage upon five days written notice to the USER. PROVIDER shall not be held responsible for the cancellation of ice time for reasons beyond the reasonable control of PROVIDER, its agents or employees, such as but not limited to equipment failure, loss of power, severe weather or acts of God. In the event of such an occurrence, PROVIDER will attempt to reschedule USER'S ice times or USER may cancel and promptly receive a return of any fees paid.

9. ASSIGNMENT: If scheduled ice-time cannot be used by the USER, they shall promptly notify the PROVIDER in writing and the PROVIDER will attempt to reassign that time to another group. If the time cannot be assigned to another group, the USER will pay the charged for their scheduled time.
10. RULES AND REGULATIONS: USER agrees to use the facilities according to the Rules and Regulations of PROVIDER which will be adopted and posted from time to time within the facility
11. SIGNAGE: USER recognizes that it does not have rights to post any signs without the express written consent of PROVIDER and any signs so consented shall conform to and be consistent with the sign usage policy of PROVIDER.
12. LIABILITY: USER acknowledges that PROVIDER has not asserted or accepted any responsibilities for supervision, security or control of USER'S property or activities. USER shall be solely responsible to provide security for its equipment kept on the premises and shall be solely responsible to provide supervision of its students, staff and spectators, on and off the ice. PROVIDER shall be solely responsible for the actions of its employees and agents as provided in Article 4.

USER assumes all risks of personal injury arising from its usage of the facilities or any part connected or contiguous thereto which result from an act or failure to act on the part of the USER or others over whom it has supervisory responsibility. USER assumes responsibility for damages to the property of PROVIDER arising out of the negligence of USER under its performance of this agreement. PROVIDER will notify the USER of any damages and allow the USER a reasonable opportunity to review the damage before repairs are made. PROVIDER is responsible for the repair or replacement of PROVIDER'S property and will invoice the USER for the damages. USER'S obligation shall be to reimburse to PROVIDER the cost of labor and replacement of like-kind and quality equipment.

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USER agrees to indemnify and hold harmless PROVIDER from and against all claims, costs, expenses (including attorney fees) and liabilities of whatever nature arising from (i) any negligent or wrongful act or omission of USER, its licensees, agents, or employees; or (ii) arising from any accident, injury, including death, or damage to any person or property occurring on the premises and caused by the negligence or other wrongful conduct of USER, excluding claims arising from PROVIDER'S performance under this agreement.

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13. The Anoka Area Ice Arena Association has the authority to enter into this use agreement per MN statute 317a.161

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USER:

PROVIDER:

Anoka-Hennepin School District #11



Anoka Area Ice Arena

Date: _____

Date: 9-11-24

Event Date	Event Day	Facility	Start Time	End Time	Event Type	Schedule Notes	Billable Minutes
10/28/2024	Mon	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
10/28/2024	Mon	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
10/29/2024	Tue	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
10/29/2024	Tue	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
10/30/2024	Wed	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
10/30/2024	Wed	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
10/31/2024	Thu	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
10/31/2024	Thu	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
11/1/2024	Fri	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
11/1/2024	Fri	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
11/4/2024	Mon	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
11/4/2024	Mon	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
11/5/2024	Tue	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
11/5/2024	Tue	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
11/6/2024	Wed	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
11/6/2024	Wed	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
11/7/2024	Thu	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
11/7/2024	Thu	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
11/8/2024	Fri	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
11/8/2024	Fri	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
11/9/2024	Sat	Rink 2	12:50 PM	5:20 PM	AHS Girls	AHS Girls Vs Cloqu	270
11/11/2024	Mon	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
11/11/2024	Mon	Rink 2	2:40 PM	3:40 PM	AHS Girls	AHS Girls	60
11/11/2024	Mon	Rink 2	3:50 PM	4:50 PM	AHS Girls	AHS Girls	60
11/11/2024	Mon	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
11/12/2024	Tue	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
11/12/2024	Tue	Rink 2	2:40 PM	3:40 PM	AHS Girls	AHS Girls	60
11/12/2024	Tue	Rink 2	3:50 PM	4:50 PM	AHS Girls	AHS Girls	60
11/12/2024	Tue	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
11/13/2024	Wed	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
11/13/2024	Wed	Rink 2	2:40 PM	3:40 PM	AHS Girls	AHS Girls	60
11/13/2024	Wed	Rink 2	3:50 PM	4:50 PM	AHS Girls	AHS Girls	60
11/13/2024	Wed	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
11/14/2024	Thu	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
11/14/2024	Thu	Rink 2	2:40 PM	3:40 PM	AHS Girls	AHS Girls	60
11/14/2024	Thu	Rink 2	3:50 PM	4:50 PM	AHS Girls	AHS Girls	60
11/14/2024	Thu	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
11/15/2024	Fri	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
11/15/2024	Fri	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
11/15/2024	Fri	Rink 2	4:50 PM	9:20 PM	AHS Girls	AHS Girls Vs St Cloi	270
11/18/2024	Mon	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
11/18/2024	Mon	Rink 2	2:40 PM	3:40 PM	AHS Girls	AHS Girls	60
11/18/2024	Mon	Rink 2	3:50 PM	4:50 PM	AHS Girls	AHS Girls	60
11/18/2024	Mon	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
11/19/2024	Tue	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
11/19/2024	Tue	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
11/20/2024	Wed	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
11/20/2024	Wed	Rink 2	2:40 PM	3:40 PM	AHS Girls	AHS Girls	60

11/20/2024	Wed	Rink 2	3:50 PM	4:50 PM	AHS Girls	AHS Girls	60
11/20/2024	Wed	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
11/21/2024	Thu	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
11/21/2024	Thu	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
11/22/2024	Fri	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
11/22/2024	Fri	Rink 2	2:40 PM	3:40 PM	AHS Girls	AHS Girls	60
11/22/2024	Fri	Rink 2	3:50 PM	4:50 PM	AHS Girls	AHS Girls	60
11/22/2024	Fri	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
11/25/2024	Mon	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
11/25/2024	Mon	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
11/25/2024	Mon	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
11/25/2024	Mon	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
11/26/2024	Tue	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
11/26/2024	Tue	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
11/26/2024	Tue	Rink 2	4:50 PM	9:20 PM	AHS Boys	AHS Boys Vs Prince	270
11/27/2024	Wed	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
11/27/2024	Wed	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
11/27/2024	Wed	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
11/27/2024	Wed	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
11/29/2024	Fri	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
11/29/2024	Fri	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
11/29/2024	Fri	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
11/29/2024	Fri	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
12/2/2024	Mon	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
12/2/2024	Mon	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
12/2/2024	Mon	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
12/2/2024	Mon	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
12/3/2024	Tue	Rink 2	4:50 PM	9:20 PM	AHS Girls	AHS Girls Vs CP/CR	270
12/4/2024	Wed	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
12/4/2024	Wed	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
12/4/2024	Wed	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
12/4/2024	Wed	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
12/5/2024	Thu	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
12/5/2024	Thu	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
12/5/2024	Thu	Rink 2	4:50 PM	9:20 PM	AHS Boys	AHS Boys Vs Coon F	270
12/6/2024	Fri	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
12/6/2024	Fri	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
12/6/2024	Fri	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
12/6/2024	Fri	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
12/7/2024	Sat	Rink 2	12:50 PM	5:20 PM	AHS Girls	AHS Girls Vs Armstr	270
12/9/2024	Mon	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
12/9/2024	Mon	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
12/9/2024	Mon	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
12/9/2024	Mon	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
12/11/2024	Wed	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
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12/12/2024	Thu	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90

12/12/2024	Thu	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
12/13/2024	Fri	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
12/13/2024	Fri	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
12/13/2024	Fri	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
12/13/2024	Fri	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
12/14/2024	Sat	Rink 2	12:50 PM	5:20 PM	AHS Girls	AHS Girls Vs Rogers	270
12/16/2024	Mon	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
12/16/2024	Mon	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
12/16/2024	Mon	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
12/16/2024	Mon	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
12/17/2024	Tue	Rink 2	4:50 PM	9:20 PM	AHS Girls	AHS Girls Vs Andover	270
12/18/2024	Wed	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
12/18/2024	Wed	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
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12/20/2024	Fri	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
12/20/2024	Fri	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
12/20/2024	Fri	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
12/20/2024	Fri	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
12/23/2024	Mon	Rink 2	10:00 AM	11:00 AM	Hockey	AHS	60
12/23/2024	Mon	Rink 1	10:30 AM	11:30 AM	Hockey	AHS	60
12/23/2024	Mon	Rink 2	11:10 AM	12:10 PM	Hockey	AHS	60
12/23/2024	Mon	Rink 1	11:40 AM	12:40 PM	Hockey	AHS	60
12/26/2024	Thu	Rink 2	10:00 AM	11:00 AM	Hockey	AHS	60
12/26/2024	Thu	Rink 1	10:30 AM	11:30 AM	Hockey	AHS	60
12/26/2024	Thu	Rink 2	11:10 AM	12:10 PM	Hockey	AHS	60
12/26/2024	Thu	Rink 1	11:40 AM	12:40 PM	Hockey	AHS	60
12/27/2024	Fri	Rink 2	10:00 AM	11:00 AM	Hockey	AHS	60
12/27/2024	Fri	Rink 1	10:30 AM	11:30 AM	Hockey	AHS	60
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12/30/2024	Mon	Rink 2	12:20 PM	1:20 PM	Hockey	AHS	60
12/31/2024	Tue	Rink 1	10:30 AM	11:30 AM	Hockey	AHS	60
12/31/2024	Tue	Rink 2	11:10 AM	12:10 PM	Hockey	AHS	60
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12/31/2024	Tue	Rink 2	12:20 PM	1:20 PM	Hockey	AHS	60
1/2/2025	Thu	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
1/2/2025	Thu	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
1/2/2025	Thu	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
1/2/2025	Thu	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
1/3/2025	Fri	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
1/3/2025	Fri	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
1/3/2025	Fri	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
1/3/2025	Fri	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
1/6/2025	Mon	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90

1/6/2025	Mon	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
1/6/2025	Mon	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
1/6/2025	Mon	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
1/7/2025	Tue	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
1/7/2025	Tue	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
1/8/2025	Wed	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
1/8/2025	Wed	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
1/8/2025	Wed	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
1/8/2025	Wed	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
1/9/2025	Thu	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
1/9/2025	Thu	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
1/9/2025	Thu	Rink 2	4:50 PM	9:20 PM	AHS Boys	AHS Boys Vs Champr	270
1/10/2025	Fri	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
1/10/2025	Fri	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
1/10/2025	Fri	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
1/10/2025	Fri	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
1/11/2025	Sat	Rink 2	12:50 PM	5:20 PM	AHS Girls	AHS Girls Vs Somer	270
1/13/2025	Mon	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
1/13/2025	Mon	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
1/13/2025	Mon	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
1/13/2025	Mon	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
1/14/2025	Tue	Rink 2	4:50 PM	9:20 PM	AHS Boys	AHS Boys Vs Hastin	270
1/15/2025	Wed	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
1/15/2025	Wed	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
1/15/2025	Wed	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
1/15/2025	Wed	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
1/16/2025	Thu	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
1/16/2025	Thu	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
1/16/2025	Thu	Rink 2	4:50 PM	9:20 PM	AHS Boys	AHS Boys Vs Elk Riv	270
1/17/2025	Fri	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
1/17/2025	Fri	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
1/17/2025	Fri	Rink 2	4:50 PM	9:20 PM	AHS Girls	AHS Girls Vs Duluth	270
1/18/2025	Sat	Rink 2	12:50 PM	5:20 PM	AHS Boys	AHS Boys Vs Rogers	270
1/18/2025	Sat	Rink 2	5:30 PM	10:00 PM	AHS Girls	AHS Girls Vs Grand	270
1/20/2025	Mon	Rink 2	10:00 AM	11:00 AM	Hockey	AHS	60
1/20/2025	Mon	Rink 1	10:30 AM	11:30 AM	Hockey	AHS	60
1/20/2025	Mon	Rink 2	11:10 AM	12:10 PM	Hockey	AHS	60
1/20/2025	Mon	Rink 1	11:40 AM	12:40 PM	Hockey	AHS	60
1/21/2025	Tue	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
1/21/2025	Tue	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
1/21/2025	Tue	Rink 2	4:50 PM	9:20 PM	AHS Girls	AHS Girls Vs Osseo/	270
1/22/2025	Wed	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
1/22/2025	Wed	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
1/22/2025	Wed	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
1/22/2025	Wed	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
1/23/2025	Thu	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
1/23/2025	Thu	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
1/24/2025	Fri	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
1/24/2025	Fri	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60

1/24/2025 Fri	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
1/24/2025 Fri	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
1/27/2025 Mon	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
1/27/2025 Mon	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
1/28/2025 Tue	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
1/28/2025 Tue	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
1/29/2025 Wed	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
1/29/2025 Wed	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
1/30/2025 Thu	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
1/30/2025 Thu	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
1/31/2025 Fri	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
1/31/2025 Fri	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
1/31/2025 Fri	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
1/31/2025 Fri	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
2/1/2025 Sat	Rink 2	12:50 PM	5:20 PM	AHS Boys	AHS Boys Vs Spring	270
2/3/2025 Mon	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
2/3/2025 Mon	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
2/3/2025 Mon	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
2/3/2025 Mon	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
2/4/2025 Tue	Rink 1	2:40 PM	4:10 PM	AHS Girls	AHS Girls	90
2/4/2025 Tue	Rink 1	4:20 PM	5:20 PM	AHS Girls	AHS Girls	60
2/4/2025 Tue	Rink 2	4:50 PM	9:20 PM	AHS Boys	AHS Boys Vs Maple	270
2/5/2025 Wed	Rink 1	2:40 PM	4:10 PM	Hockey	AHS	90
2/5/2025 Wed	Rink 2	2:40 PM	3:40 PM	Hockey	AHS	60
2/5/2025 Wed	Rink 2	3:50 PM	4:50 PM	Hockey	AHS	60
2/5/2025 Wed	Rink 1	4:20 PM	5:20 PM	Hockey	AHS	60
2/6/2025 Thu	Rink 2	2:40 PM	3:40 PM	AHS Girls	AHS Girls	60
2/6/2025 Thu	Rink 2	3:50 PM	4:50 PM	AHS Girls	AHS Girls	60
2/6/2025 Thu	Rink 2	6:30 PM	10:00 PM	AHS Girls	AHS Girls Possible S	210
2/7/2025 Fri	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
2/7/2025 Fri	Rink 2	2:40 PM	3:40 PM	AHS Girls	AHS Girls	60
2/7/2025 Fri	Rink 2	3:50 PM	4:50 PM	AHS Girls	AHS Girls	60
2/7/2025 Fri	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
2/10/2025 Mon	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
2/10/2025 Mon	Rink 2	2:40 PM	3:40 PM	AHS Girls	AHS Girls	60
2/10/2025 Mon	Rink 2	3:50 PM	4:50 PM	AHS Girls	AHS Girls	60
2/10/2025 Mon	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
2/11/2025 Tue	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
2/11/2025 Tue	Rink 2	2:40 PM	3:40 PM	AHS Girls	AHS Girls	60
2/11/2025 Tue	Rink 2	3:50 PM	4:50 PM	AHS Girls	AHS Girls	60
2/11/2025 Tue	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
2/12/2025 Wed	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
2/12/2025 Wed	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
2/13/2025 Thu	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
2/13/2025 Thu	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
2/14/2025 Fri	Rink 1	2:40 PM	4:10 PM	AHS Boys	AHS Boys	90
2/14/2025 Fri	Rink 1	4:20 PM	5:20 PM	AHS Boys	AHS Boys	60
2/15/2025 Sat	Rink 2	6:30 PM	10:00 PM	AHS Boys	AHS Boys Section P	210
2/19/2025 Wed	Rink 2	6:30 PM	10:00 PM	AHS Boys	AHS Boys Section Q	210



ANOKA-HENNEPIN SCHOOLS

EDUCATIONAL SERVICE CENTER

Cory McIntyre, Superintendent

2727 N Ferry St. • Anoka, MN 55303

763-506-1000 • Fax: 763-506-1013

ahschools.us

September 18, 2024

To: School Board Members and Superintendent Cory McIntyre

From: Tiffany Audette, CPPB, Director of Purchasing

Re: **Award Recommendation Bid # 25012B – Eisenhower Elementary School, HVAC Replacement and Deferred Maintenance - Phase 2**
Opened on Thursday, September 17, 2024, at 2:00 p.m. LT.

The recap below is a record of the seven (7) bids received for this project. One (1) bid was deemed invalid, due to its partial and incomplete submission. The recommendation is made to award a contract to the lowest responsive and responsible bidder, Jorgenson Construction, Inc. of Minneapolis, Minnesota with the acceptance of base bid of \$1,676,000.00, Alternate 1 of \$94,000.00, Alternate 2 of \$71,000.00, Alternate 3 of \$162,000.00, Alternate 4 of \$25,000.00, Alternate 5 of \$22,000.00, and Alternate 6 of \$14,000.00 for a total contract award of \$2,064,000.00.

Response Tab for Solicitation							
25012B Eisenhower ES HVAC Replacement and Deferred Maintenance - Phase 2			Opening/Due Date: Tuesday, September 17, 2024 - 2:00 PM LT				
Bidder	**Apadana LLC	CM Construction Company, Inc.	Construction Results Corporation	General Contractors of Minnesota, Inc.	Jorgenson Construction, Inc.	Morcon Construction CO., Inc.	Parkos Construction Company
Base Bid	\$249,000.00	\$1,790,000.00	\$1,754,000.00	\$2,355,000.00	\$1,676,000.00	\$1,793,000.00	\$1,825,400.00
Alternate #1	\$9,600.00	\$103,000.00	\$90,280.00	\$115,000.00	\$94,000.00	\$80,000.00	\$91,400.00
Alternate #2	\$8,400.00	\$65,000.00	\$64,500.00	\$91,000.00	\$71,000.00	\$53,000.00	\$67,400.00
Alternate #3	\$18,100.00	\$210,000.00	\$146,600.00	\$167,771.00	\$162,000.00	\$159,000.00	\$142,400.00
Alternate #4	\$21,000.00	\$26,000.00	\$26,600.00	\$20,990.00	\$25,000.00	\$21,000.00	\$26,400.00
Alternate #5	no change	\$23,000.00	\$21,100.00	\$23,646.00	\$22,000.00	\$29,000.00	\$31,400.00
Alternate #6	no change	\$12,000.00	\$24,000.00	\$22,427.00	\$14,000.00	\$21,000.00	\$16,400.00
**Bid rejected as incomplete							



PRELIMINARY TAX CERTIFICATION

Taxes payable in 2025

*Michelle Vargas, chief financial officer
Sept. 23, 2024*

PROPOSED TAX LEVY 2025



Timeline

- **Early September:** The Minnesota Department of Education prepared first draft of levy limits for school district.
- **Sept. 23:** School Board set proposed levy:
 - Sets initial tax levy that sets tax rates for November mailings.
- **Nov. 5:** Election day
- **Mid-November:** County mails “Proposed Property Tax Statements” to all property owners.
- **Dec. 9:** 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 2025



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

Fund	Payable 2024 for FY25	Payable 2025 for FY26	Amount of change from previous year	Percent change
General	\$119,803,464.65	\$117,945,491.88	(\$1,857,972.77)	-1.55%
Community service	\$4,709,455.31	\$5,142,087.50	\$432,632.19	9.19%
Debt service	\$13,459,011.08	\$13,228,563.77	(\$230,447.31)	-1.71%
OPEB debt service	\$1,990,506.30	\$1,968,690.95	(\$21,815.35)	-1.10%
Total levy all funds	\$139,962,437.34	\$138,284,834.10	(\$1,677,603.24)	-1.20%

Fund	Component	Taxes payable 2024	Taxes payable 2025	Change	Change
General	Referendum levy	\$47,468,762.61	\$48,019,440.11	\$550,677.50	
	Local option levy	28,083,051.95	28,515,322.74	432,270.79	
	Equity levy	4,783,715.32	4,832,828.36	49,113.03	
	Transition levy	1,306,093.67	1,291,111.28	(14,982.39)	
	Operating capital levy	4,167,722.65	4,420,722.10	252,999.45	
	Reemployment levy	300,000.00	400,000.00	100,000.00	
	Achievement and integration levy	2,394,990.99	2,433,313.34	38,322.35	
	Career and technical levy	2,607,617.79	2,653,268.87	45,651.08	
	Long term facilities levy	10,761,572.51	10,080,308.13	(681,264.38)	
	Safe schools levy	1,514,799.36	1,497,422.88	(17,376.48)	
	Q Comp – alt teach comp	3,547,735.10	3,549,020.02	1,284.92	
	Lease levy	5,064,107.00	4,474,504.00	(589,603.00)	
	Capital projects levy	5,989,151.67	6,392,831.46	403,679.79	
	Prior year adjustments	1,814,144.02	(614,01.41)	(2,428,745.43)	
	<i>Total general fund</i>		\$119,803,464.65	\$117,945,491.88	(\$1,857,972.77)
Community service	Basic	\$1,568,028.65	\$1,458,071.77	(\$109,956.88)	
	Early childhood	837,419.29	883,804.59	46,385.30	
	Adults with disabilities	25,088.45	23,431.71	(1,656.74)	
	School-age care	1,750,000.00	2,000,000.00	250,000.00	
	Home visit levy	33,769.67	37,524.46	3,754.79	
	Prior year adjustments	495,149.25	739,254.97	244,105.72	
<i>Total community service</i>		\$4,709,455.31	\$5,142,087.50	\$432,632.19	9.19%
Total debt service	K-12	\$13,459,011.08	\$13,228,563.77	(\$230,447.31)	-1.71%
Total OPEB debt service	OPEB debt levy	\$1,990,506.30	\$1,968,690.95	(\$21,815.35)	-1.10%
Grand total all funds		\$139,962,437.34	\$138,284,834.10	(\$1,677,603.24)	-1.20%

PROPOSED TAX LEVY 2025



Analysis of major changes

Adjusted Net Tax Capacity

2023: 442,107,873

2022: 418,140,974

5.73% increase

FY26 ANTC/APU: 9,937.34

FY25 ANTC/APU: 9,937.34

FY26 APU estimate: 41,595

FY25 APU estimate: 42,077

Referendum Market Value

2023: 35,538,315,036

2022: 33,417,652,206

6.35% increase

FY25 RMV/APU: 767,200.33

FY25 RMV/APU: 713,998.08

FY26 Res. APU estimate: 46,322

FY25 Res. APU estimate: 46,804

PROPOSED TAX LEVY 2025



Analysis of major changes

- **Category:** Referendum and local option levy.
- **Change:** \$982,948
- **Use of funds:** Maintain and enhance kindergarten through grade 12 educational programs and operations.
- **Reasons:**
 - Estimate of adjusted pupil unit decrease of 482 pupil units.
 - Net revenue change of \$201-thousand.
 - Shift from aid to levy due to increased property value.
 - Inflation factor estimate of 2.43% for an increase of of \$27.39.
 - \$1,154.45 referendum per adjusted pupil unit for FY26.

PROPOSED TAX LEVY 2025



Analysis of major changes

- **Category:** Prior year general fund adjustments
- **Change:** -\$2,428,745
- **Use of funds:** Miscellaneous adjustments
- **Reasons:**
 - Prior year adjustments are a negative \$615 thousand vs. a positive \$1.8 million adjustment for Pay 2024 last year.
 - Prior year levy and LOR adjustment of -\$819 thousand for FY25 due to reduction in estimated pupil units of 482.
 - Other major adjustments include:
 - \$352 thousand adjustment for abatements
 - \$220 thousand FY23 reemployment insurance adjustment.

PROPOSED TAX LEVY 2025



Analysis of major changes

- **Category:** Capital projects(tech) levy.
- **Change:** \$403,680
- **Use of funds:** Technology replacement and support.
- **Reasons:**
 - Voter approved levy is 1.55 percent of net tax capacity (NTC).
 - NTC increase of 26,043,858 or 7%.

PROPOSED TAX LEVY 2025



Analysis of major changes

- **Category:** Lease levy.
- **Change:** -\$589,603
- **Use of funds:** Leased facilities
- **Reasons:**
 - Removal of Andover Downtown Center after moving Bridges Transition Program to the previous home of Franklin Elementary School. The site has been repurposed and is now named Two Rivers Transition Program at Franklin.

PROPOSED TAX LEVY 2025



Analysis of major changes

- **Category:** Long-term Facilities Maintenance(LTFM)
- **Change:** -\$681,264
- **Use of funds:** Deferred maintenance projects approve annually on 10-year LTFM plan.
- **Reasons:**
 - Increase in statewide ANTC/APU which increases LTFM equalization factor.
 - Levy ratio decreased from .67303791 to .63774674.

PROPOSED TAX LEVY 2025



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.

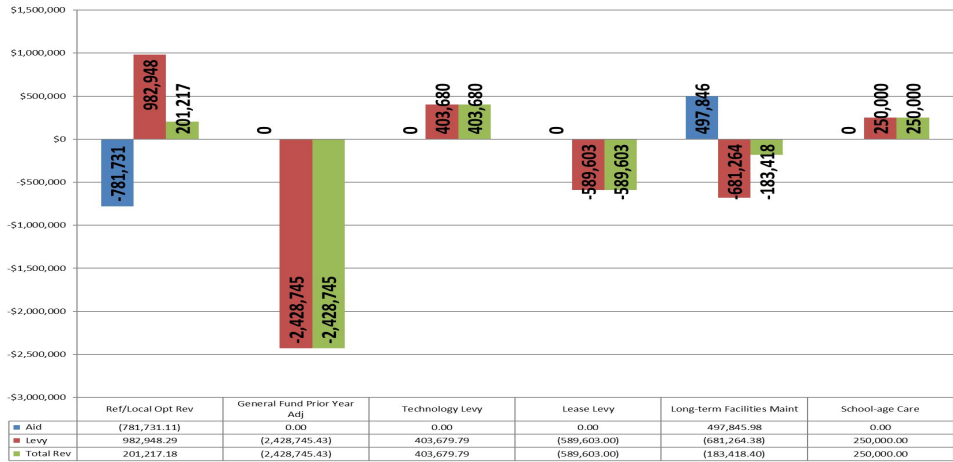


PROPOSED TAX LEVY

2025

More Change Analysis

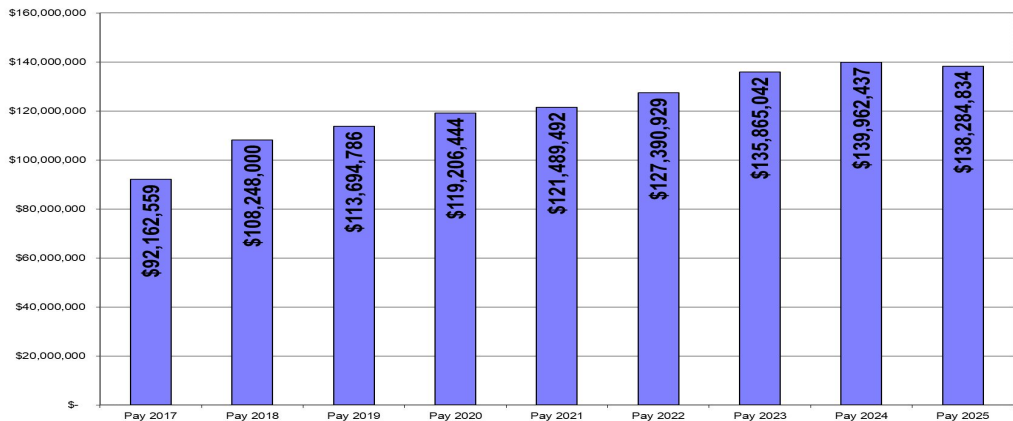
Anoka-Hennepin ISD11
Analysis of Property Tax Increase/Decrease Pay 2025



TOTAL SCHOOL LEVY

HISTORY

Anoka-Hennepin ISD #11
Total School Levy





PROPOSED TAX LEVY

Certify Maximum 2025

LVYLIM00110125 MINNESOTA DEPARTMENT OF EDUCATION
 DISTRICT NO. 0011 TYPE 01 LEVY LIMITATION AND CERTIFICATION
 DISTRICT NAME Anoka-Hennepin School Dis 2024 PAYABLE 2025
 ECSU REGION 11 Anoka County

ED-00111-46
 PAGE 30 OF 39
 DATE OF RUN: 09/18/24

I. COMPUTATION OF 2024 PAYABLE 2025 LEVY LIMITATION BY FUND (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	INITIAL LEVY LIMITATION	LIMITATION ADJUSTMENTS	ABATEMENT ADJUSTMENTS	OFFSET ADJUSTMENTS	TAC/MAX EFF ADJUSTMENT	MAXIMUM LEVY LIMITATION
GEN-RMV VOTER-EXEMP	48,019,440.11	835,280.12-	N/A			47,184,159.99
GEN-RMV OTHER-EXEMP	34,639,262.38	30,746.12	N/A			34,670,008.50
GEN-NTC VOTER-EXEMP	6,392,831.46		N/A			6,392,831.46
GEN-NTC OTHER-GENED	N/A	N/A	N/A	N/A	N/A	N/A
GEN-NTC OTHER-EXEMP	29,508,559.34	162,336.18-	352,268.77			29,698,491.93
TOTAL GENERAL	118,560,093.29	966,870.18-	352,268.77			117,945,491.88
COM SERV-EXEMP	4,402,832.53	723,664.13	15,590.84			5,142,087.50
DEBT-VOTER-NONEXEMP	14,106,855.00	942,244.53-	63,953.32	.02-		13,228,563.77
DEBT-OTHER-NONEXEMP		.02-		.02		
TOTAL DEBT SERV	14,106,855.00	942,244.55-	63,953.32			13,228,563.77
OPEB-VOTER-NONEXEMP						
OPEB-OTHER-NONEXEMP	2,100,948.00	141,595.32-	9,338.27			1,968,690.95
TOTAL OPEB/PENSION	2,100,948.00	141,595.32-	9,338.27			1,968,690.95
TOTAL	139,170,728.82	1,327,045.92-	441,151.20			138,284,834.10

II. COMPARISON OF 2023 PAYABLE 2024 LEVY LIMITATION WITH 2024 PAYABLE 2025 LEVY LIMITATION (BEFORE COUNTY AUDITOR ADJUSTMENTS):

FUND	2023 PAY 2024 LIMITATION	2024 PAY 2025 LIMITATION	INCREASE (DECREASE)	PERCENT CHANGE
GENERAL	119,803,464.65	117,945,491.88	1,857,972.77-	1.55-
COMMUNITY SERVICE	4,709,455.31	5,142,087.50	432,632.19	9.19
GENERAL DEBT SERVICE	13,459,011.08	13,228,563.77	230,447.31-	1.71-
OPEB DEBT SERVICE	1,990,506.30	1,968,690.95	21,815.35-	1.10-
TOTAL	139,962,437.34	138,284,834.10	1,677,603.24-	1.20-

Certify Maximum



COMMENTS AND QUESTIONS

Michelle Vargas
 Chief financial officer
 michelle.vargas@ahschools.us



PHASE 2 BUDGET REDUCTION AND REALIGNMENT

September 23, 2024

Cory McIntyre, superintendent
Sept. 23, 2024

BUDGET REDUCTION AND REALIGNMENT



Discussion topics:

- Factors impacting the district budget
- Phase 1 reduction and realignment
- Phase 2 process and draft recommendations
- Timeline and key dates
- Communication and feedback

BUDGET REDUCTION AND REALIGNMENT



Convergence of factors

A convergence of factors lead to the need to match the district's expenditures with the funding reality, including:

- limited or stable enrollment growth,
- elimination of federal pandemic relief funds,
- higher than available budgeted employee contract settlements,
- inflation and increasing costs for transportation and operations support,
- no additional revenue from state or federal sources anticipated,
- and new requirements without funding support.

These planning parameters were established in February 2024.



PHASE ONE REDUCTIONS

Completed in spring 2024.

BUDGET REDUCTION AND REALIGNMENT



Phase 1

- \$5.1 million central office and district administration reduction and realignment for 2024-25 budget.
 - 40 positions reduced for \$3.1 million.
 - 7.83 positions realigned for \$930 thousand.
 - Non-personnel related reductions \$1.1 million (transportation and technology related).
- Original \$30 million target: Phase 1 reductions are a strategy to reduce impact on school sites in Phase 2.
- Information shared widely in district staff and community communications outlets.



PHASE TWO REDUCTIONS

Decision making process begins now.

BUDGET REDUCTION AND REALIGNMENT



Phase 2: Key dates in the decision making process

- \$21 million budget target established.
- Recommendations refined and presented at Sept. 23 School Board meeting.
- Public meetings and online surveys to collect community feedback will be held from Sept. 25 to Oct. 9.
- Draft recommendation presented at Oct. 28 School Board meeting.
- Approval expected at Nov. 25 school board meeting.
 - Five board meetings with public comment prior to decision.
 - Five community meetings and online survey to collect feedback.

BUDGET REDUCTION AND REALIGNMENT



Phase 2: Draft recommendations under consideration

- Options developed by level leadership teams and vetted by district leadership from June to August.
- Review and direction provided at Sept. 9 work session.
 - Five options.
 - Two recommendations.
- Presented at Sept. 23 School Board meeting.
- Community and staff feedback process.

BUDGET REDUCTION AND REALIGNMENT



Phase 2: Draft recommendations planning parameters

- A priority-based approach considering the district's strategic priorities
- Enrollment considerations by level
- Review of programs and services
- Staggered or phased reductions
- Administrative and central office reductions
- History of past reductions by level and variable long-lasting impacts
- Consideration of restricted vs. unrestricted funding areas
- Fund balance
- Class size by level
- Operation efficiencies
- Instructional and supervision time within existing schedules by level
- Teacher collaboration time within existing schedules
- Legal and financial compliance

BUDGET REDUCTION AND REALIGNMENT



Phase 2: Sept. 9, 2024: Work session, Superintendent recommendations

Recommendation #1: Act now with modified balanced approach.

- \$26 million total reduction and reallocation.

Elementary	\$5,250,000
Middle school	\$3,990,000
High school	\$4,760,000
Phase 2 District	\$7,000,000
Phase 1 District	\$5,000,000

- 54% recommended reductions at school level.
- 46% recommended reductions at district/central office level.
- Additional details provided at Sept. 23 meeting.

BUDGET REDUCTION AND REALIGNMENT



Sept. 9, 2024: Work session, Superintendent recommendations

Recommendation #2: Referendum option with district reduction.

Delay some reductions and utilize fund balance.

- Maintain 6% fund balance.

Eliminate strategic investments.

- One-time use of funds: \$5 million for 2 years for instructional coaches and student intervention/support positions.

Reduce \$5 million in district and central office/services.

- \$10 million total reduction in Phase 1 and Phase 2.

Pursue operating referendum election in November 2025.

- Contingent on School Board approval.

BUDGET REDUCTION AND REALIGNMENT



Revised Sept. 23, 2024: Superintendent recommendations

Recommendation #1: \$26 million total reduction and reallocation.

Elementary	\$4,250,000	16.34%
Middle school	\$3,500,000	13.46%
High school	\$4,500,000	17.30%
Phase 2 Central services	\$8,750,000	33.65%
Phase 1 Central services	\$5,000,000	19.23%

- 53% recommended reductions at district/central services level.
- 47% recommended reductions at school level.
- Staffing reduction but maintain current schedules.

BUDGET REDUCTION AND REALIGNMENT



Revised Sept. 23, 2024: Superintendent recommendations

Recommendation #2: Referendum option with district reduction.

Delay some reductions and utilize fund balance.

- Maintain a minimum 6% unassigned fund balance.

Eliminate strategic investments.

- \$10 million one-time use of funds used for instructional coaches and student intervention/support positions.

Reduce additional \$5 million in district and central office/services.

- \$10 million total reduction in Phase 1 and Phase 2.

Pursue operating referendum election in November 2025.

- Contingent on school board approval.

BUDGET REDUCTION AND REALIGNMENT



Phase 2: Draft reduction: K-12 school sites

Impact	Description	Reduction amount
Elementary school: Increase average class size by 1 student	Class size increase by 1 student, grades K - 5	\$1,280,000
Middle school: Increase average class size by 4 students	Average class size increases from 29 to 33	\$2,940,000
High school: Increase average class size by 5 students	Average class size increases from 29 to 34	\$4,500,000
Other elementary school impacts	Instructional coaching, math and literacy interventions and enrichment programming.	\$2,970,000
Other middle school impacts	Instructional coaching and academic interventions.	\$560,000
		\$12,250,000

BUDGET REDUCTION AND REALIGNMENT



Phase 2: Draft reduction: Central Services

Impact	Description	Reduction Amount
Districtwide staff and non-staff reductions	District will reduce staffing and services following a plan under development. Approximately 90-100 positions and other non-staff reductions. Detailed information will be shared during the draft final proposal on October 28.	\$4,830,000
Districtwide administration reduction	District will reduce staffing and services following a plan under development. Detailed information will be shared during the draft final proposal on October 28.	\$1,000,000
		\$5,830,000

BUDGET REDUCTION AND REALIGNMENT



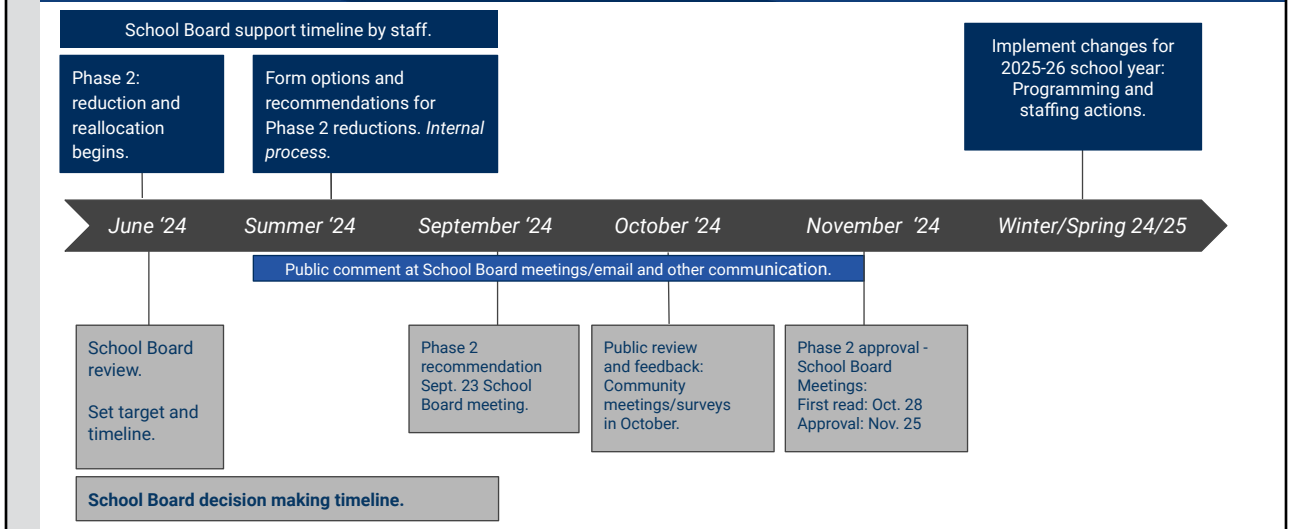
Phase 2: Draft realignment: Central Services

Department	Description	Reduction
Child Nutrition	Puts the responsibility on schools to track all paraprofessional cafeteria supervision hours for CNP fund reimbursements.	\$400,000
Technology	Creates need to modify funding sources and replacement cycles for student technology.	\$400,000
Community Education	Community Education is absorbing the staffing cost associated with scheduling community use of elementary and middle school buildings.	\$120,000
Student Support Aid	Changes in legislation allow for the carryover of FY24 funds which allows the shift of 10 FTE of formerly ESSER-funded social workers or counselors FY26 allocation increases \$1M more allowing the shift of 10 additional FTE.	\$2,000,000
		\$2,920,000

BUDGET REDUCTION AND REALIGNMENT



Phase 2: Budget target and timeline



BUDGET REDUCTION AND REALIGNMENT



Phase 2: Communication and feedback

Community:

- Direct email sent to all families Tuesday, Sept. 24.
- Article published on district, school websites.
- Article in FOCUS e-newsletter sent to all families Oct. 2, including:
 - Details about five upcoming community meetings.
 - Online form to collect feedback.

BUDGET REDUCTION AND REALIGNMENT



Phase 2: Communication and feedback

Community open house meetings

Wednesday, Sept. 25:	6 p.m. - 7 p.m.	Coon Rapids High School
Tuesday, Oct. 1:	6 p.m. - 7 p.m.	Andover High School
Wednesday, Oct. 2	6 p.m. - 7 p.m.	Champlin Park High School
Tuesday, Oct. 8:	6 p.m. - 7 p.m.	Blaine High School
Wednesday, Oct. 9:	6 p.m. - 7 p.m.	Anoka High School

Online survey will be available to collect comments and feedback.



COMMENTS AND QUESTIONS

Cory McIntyre

Superintendent

cory.mcintyre@ahschools.us

Anoka-Hennepin Schools

Phase 2 Budget reduction, realignment, and adjustments

September 2024

Anoka-Hennepin schools announced a two-phase reduction and realignment plan in February 2024 with a preliminary goal of reducing \$30 million from district expenditures in the 2025-26 budget.

Phase 1: District administration identified a convergence of factors that led to a budget imbalance that needed to be addressed prior to the 2025-26 school year. Between February and April, a plan to adjust \$5.1 million from central office functions and district administration was activated with the goal of reducing the impact of Phase 2 reductions for the following year. The budget target was also reduced to \$26 million during this process. A complete table of these adjustments is included following the Phase 2 draft recommendation in this document. In summary, these adjustments include:

- Elimination of 40 positions,
- Realignment of nearly 8 full-time positions to other funding sources away to create capacity in the General Fund, and,
- Operations reductions of \$1.1 million in areas such as transportation and district technology.

Phase 2: The School Board endorsed a process for reviewing community feedback into draft Phase 2 considerations prior to approval. Phase 2 considerations include an additional \$8 million adjustment in central services following School Board direction to limit direct impacts to classrooms to the extent possible. In pursuit of that goal, the reduction total in the initial draft is nearly balanced between central services and district level adjustments in relation to school site impacts. The Phase 2 budget target was set at \$21 million following these planning parameters:

Total budget reduction, realignment and adjustments

Area	Budget impact
Elementary	\$4,250,000
Middle schools	\$3,500,000
High schools	\$4,500,000
Central Services (Phase 1)	\$5,000,000
Central Services (Phase 2)	\$8,750,000
Total	\$26,000,000

Phase 2 Reductions

Budget area	Impact	Description	Reduction Amount
K-12 class size impacts			\$12,250,000.00
	Elementary school: Increase average class size by 1 student	Class size increase by 1 student, grades K - 5	\$1,280,000
	Middle school: Increase average class size by 4 students	Average class size increases from 29 to 33	\$2,940,000
	High school: Increase average class size by 5 students	Average class size increases from 29 to 34	\$4,500,000
Other K-12 site reductions			
	Other elementary school impacts	Instructional coaching, math and literacy interventions and enrichment programming.	\$2,970,000
	Other middle school impacts	Instructional coaching and academic interventions.	\$560,000
Total reductions			\$12,250,000

Budget area	Impact	Description	Reduction Amount
Central Services			\$5,830,000
	Districtwide staff and non-staff reductions	District will reduce staffing and services in a plan under development. Detailed information will be shared during the draft final proposal on October 28.	\$4,830,000
	Districtwide administration reductions	District will reduce staffing and services in a plan under development. Detailed information will be shared during the draft final proposal on October 28.	\$1,000,000

Total reductions			\$5,830,000
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Realignment to other budgets

The positions remain in place, they are coded to accounts other than the General Fund Unassigned, or to reimbursable codes to generate additional special education revenue.

NOTE: Realignments included in this draft proposal are all included in the Central Services budget total.

Budget area	Impact	Description	Reduction Amount
Child Nutrition	Puts the responsibility on schools to track all paraprofessional cafeteria supervision hours for CNP fund reimbursements.	Realignment of Child Nutrition Program funding following MDE guidelines.	\$400,000
Technology	Creates need to modify funding sources and replacement cycles for student technology.	Realignment of staff positions from the General Fund to the Capital Projects Levy: \$400,000	\$400,000
Community Education	Community Education is absorbing the staffing cost associated with scheduling community use of elementary and middle school buildings.	Reduce impact to the General Fund.	\$120,000
Student Support Aid	Changes in legislation allow for the carryover of FY24 funds which allows the shift of 10 FTE of formerly ESSER-funded social workers or counselors. FY26 allocation increases \$1M more allowing the shift of 10 additional FTE.	The Minnesota Department of Education has provided direction that allows the district to use Student Support Aid to fund positions currently in the General Fund, including counselors and social workers.	\$2,000,000
Total realignments			2,920,000

Anoka-Hennepin Schools

Phase 1 Budget reduction, realignment, and adjustments

April 4, 2024

Anoka-Hennepin schools announced a two-phase reduction and realignment plan in February 2024 with a preliminary goal of reducing \$30 million from district expenditures in the 2025-26 budget. The strategy regarding the two-phase budget reduction process is to take immediate action to reduce central office staff in Phase 1 to minimize the impact of school and districtwide Phase 2 reductions. Phase 1 personnel actions were enacted by March 1, 2024 and are incorporated into the 2024-25 budget approved by the board in June.

Phase 1: Total reduction, realignment and adjustments

Area	Budget impact
Reductions	\$3,115,000.00
Realignment	\$930,000.00
Adjustments	\$1,111,000.00
Total	\$5,156,000.00

Personnel reductions

Department	Position Type	Positions Reduced	Restructure / Positions Added	Estimated Reduction
Business Services/Finance/Warehouse	Administrator	2		\$200,000.00
	Custodian	1		\$47,000.00
Communication and Public Relations	Administrator	1		\$127,000.00
General Counsel	Administrator	1		\$130,000.00
Human Resources	Confidential	2		\$150,000.00
Superintendent	Secretary	1		\$60,000.00
Technology and Information Services	Administrator	1		\$84,000.00
	Secretary	1		\$60,000.00
Research, Evaluation and Testing	Administrator	1		\$120,000.00
Community Education - Parent Involvement	Administrator	1		\$60,000.00
Elementary Curriculum	Secretary	.5		\$30,000.00
	Teacher	2		\$220,000.00
State and Federal Programs	Teacher	1		\$110,000.00
Secondary Curriculum	Secretary	0.5		\$30,000.00
	Teacher	2		\$220,000.00
Student Conduct	Teacher	2		\$220,000.00
Special Education	Teacher	4		\$440,000.00
	Para	1		\$30,000.00
Student Services	Administrator	3	2	\$200,000.00
	Teacher	0.5		\$55,000.00
	Para	3		\$90,000.00
Transportation	Crossing Guards	5		\$150,000.00
Buildings and Grounds	Custodians	6		\$282,000.00
Total Staff Reductions		42.5	2	\$3,115,000.00

Personnel realignment to other budgets

The positions remain in place, they are coded to accounts other than the General Fund Unassigned, or to reimbursable codes to generate additional special education revenue.

Department	Position Type	Number of Positions	Budget Adjustment
Technology and Information Services	Teacher	4.2	\$500,000.00
Media Services	Teacher	1	\$110,000.00
Buildings and Grounds	Administrator	1	\$150,000.00
Transportation	Administrator	1.2	\$113,000.00
Community Education	Administrator	0.43	\$57,000.00
Total Realignments		7.83	\$930,000.00

Budget adjustments (non-personnel related)

Department	Description	Budget Adjustment
Technology and Information Services	Move district-level media subscriptions and supplies to Library Aid funding	\$561,000.00
Transportation	Reduce routes	\$550,000.00
Total		\$1,111,000.00

Attendance and Absences Policy

I. PURPOSE

The purpose of this policy is to encourage regular school attendance by all students.

II. GENERAL STATEMENT OF POLICY

A. Regular school attendance is directly related to success in academic work, benefits students socially, provides opportunities for important communications between teachers and students, and establishes regular habits of dependability important to the future of the student.

B. In accordance with the Minnesota law, students in the school district are required to attend all assigned classes every day school is in session, unless the student: (1) has been excused by the school board from attendance because the student has already completed state and school district standards required to graduate from high school; (2) has withdrawn from the district; or (3) has a valid excuse for an absence as provided for under Minnesota Statutes or this policy.

C. Class attendance is a joint responsibility to be shared by the student, parent or guardian, teacher, and administrators. This policy will assist students in attending class.

1. Student's Responsibility. It is the student's responsibility to attend all assigned classes and study halls every day that school is in session and to be aware of and follow the correct procedures when absent or tardy from an assigned class or study hall. Finally, it is the student's responsibility to request any missed assignments due to an absence.
2. Parent or Guardian's Responsibility. It is the responsibility of the student's parent or guardian to ensure the student is attending school, to inform the school in the event of a student absence, and to work cooperatively with the school and the student to solve any attendance problems that may arise. So long as a parent has legal custody (sole or joint custody), they may report their student as "excused." If parents with joint legal custody disagree with an absence being reported as excused, such disagreement should be resolved between the parents or the court.
3. Teacher's Responsibility. It is the teacher's responsibility to take daily attendance and to maintain accurate attendance records in each assigned class and study hall. It is also the teacher's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly. It is also the teacher's responsibility to provide any student who has been absent with any missed assignments upon request.
4. Administrator's Responsibility. It is the administrator's responsibility to require students to attend all assigned classes. It is also the administrator's responsibility to be familiar with all procedures governing attendance and to apply these procedures uniformly to all students, to maintain accurate records on student attendance, and to prepare a list of the previous day's absences stating the status of each. Finally, it is the administrator's responsibility to inform the student's parent or guardian of the student's attendance and to work cooperatively with them and the student to solve attendance problems.

III. CONSEQUENCES FOR UNEXCUSED ABSENCES

A. Students with unexcused absences may be subject to the following consequences:

1. The student's absences will be reported to the proper authorities in keeping with applicable laws and this policy.
2. The district may terminate the enrollment of an open enrolled student (i.e. enrolled in the district pursuant to Minnesota Stat. 124D.03 & 124D.08) at the end of a school year if the student is determined to be habitually truant, their truancy has been reported and processed under state and county truancy processes, and their case has been referred to juvenile court. Prior to the end of the school year, the district can also employ appropriate interventions addressing the root causes of absenteeism, in order to encourage improved student attendance. This may include an administrative transfer within the district as appropriate.
3. The district may terminate the enrollment of a nonresident student over the age of 17 enrolled under this section if the student is absent without lawful excuse for one or more periods on 15 school days and has not properly withdrawn from school under compulsory attendance laws.
4. If the student is a resident of the district and they are attending a district school other than the district school assigned to the attendance area of their residence, the district may terminate the student's enrollment at the end of the trimester if the student has been referred for truancy to the county as required by Section VI.B.. Resident students whose school enrollment is terminated under this paragraph would continue to be eligible for enrollment at the district school serving their residence area.
5. A student may be denied the ability to participate in any extracurricular activity if they have an unexcused absence from any class during the school day.
6. Elementary and Middle School students who are habitually truant may be subject to grade level retention.
7. High school students can be subject to academic consequence (grade or credit reduction) if they have 7 or more unexcused absences for a class.

IV. LEGITIMATE EXEMPTIONS TO COMPULSORY ATTENDANCE

A. Excused Absences. The following reasons shall be sufficient to constitute excused absences:

1. Illness.
2. Serious illness in the student's immediate family.
3. A death or funeral in the student's immediate family or of a close friend or relative.
4. Medical, dental, or orthodontic treatment, or a counseling appointment (including appointments conducted through telehealth).
5. Court appearances occasioned by family or personal action.
6. Religious instruction (including instruction conducted by a Tribal spiritual or cultural advisor) not to exceed three hours in any week.

7. Physical emergency conditions such as fire, flood, storm, etc.
8. School administration decision to remove/dismiss a student from school
9. Family emergencies.
10. Situations related to parent(s)/guardian(s)/student's active duty in any military branch of the United States.
11. A student's condition that requires ongoing treatment for a mental health diagnosis.
12. Students who temporarily lack digital access during remote learning days.
13. Family safety concerns when authorized by school administration.
14. Extreme weather condition concerns of family when authorized by school administration
15. A student's religious or cultural observances.
16. A student's college and/or post-secondary program visit when authorized by school administration.
17. Transportation barriers or interruptions communicated by the district transportation department, parent/guardian or student to school staff or administrator
18. Family activities, for up to five school days within one school year which are subject to approval by school administration and where the parent(s)/guardian(s) and student have agreed that student will complete school work assigned during the absence.

B. Verification of Excused Absence. To be considered an excused absence, the student's parent or legal guardian may be asked to verify, in writing, the reason for the student's absence from school. In the case of a health related excused absence, a note from a physician or a licensed mental health professional stating that the student cannot attend school is a valid excuse.

C. Expectations for Excused Absences. Students whose absences are excused are required to make up all assignments missed or to complete alternative assignments as deemed appropriate by the classroom teacher.

D. Participation in Extracurricular Activities. School-initiated absences will be accepted and participation permitted. If a student is absent from school due to medical reasons, they must present a physician's statement or a statement from the student's parent or guardian clearing the student for participation that day. The note must be presented to the coach or advisor before the student participates in the activity or program.

V. TARDIES AND EARLY DISMISSALS

A. Students are expected to be in their assigned area at designated times. Failure to do so constitutes tardiness and may result in disciplinary or other corrective action at the discretion of school administration. Students leaving early from the instructional day (up to 60 minutes) on a regular basis (multiple times per week) for a non-district activity can result in a legitimate report of truancy. Families are encouraged to consider alternative options to ensure students receive all instructional minutes for academic success.

B. Elementary students who are late to school and miss up to 60 minutes of the school day will be marked as tardy. Elementary students missing 60 minutes or more will be considered as either excused or unexcused absence.

C. Secondary students (6-12) who are late to class and miss up to 15 minutes of class will be marked as tardy. Secondary students missing 15 minutes or more of class will be considered either excused or unexcused absence.

D. Students who are repeatedly tardy for class may receive detention or may be denied/limited in their participation in extracurricular activities or in school sponsored, non-academic events

VI. REQUIRED REPORTING

- A. After a student has three unexcused absences of a student in a school year, school administration will provide written notification to the student's parent(s)/guardian(s) that their student is potentially truant.
- B. After seven unexcused absences, the student will be considered habitually truant and school administration may file a report with the county in which the school is located or with the county where the child resides. School administration will follow the reporting, diversion and due process procedures established by the county in which the report is filed.
- C. After a student has been absent (excused or unexcused) more than 10 times in a the school year a letter will be sent home informing the student, parent(s) or guardian(s) about the student's high number of absences; potential supports available through the school to support future attendance; and potential consequences for future non-attendance.

Legal References:

Minn. Stat. § 120A.05 (Definitions)
 Minn. Stat. § 120A.22 (Compulsory Instruction)
 Minn. Stat. § 120A.24 (Reporting)
 Minn. Stat. § 120A.26 (Enforcement and Prosecution)
 Minn. Stat. § 120A.34 (Violations; Penalties)
 Minn. Stat. § 120A.35 (Absence from School for Religious Observance)
 Minn. Stat. §§ 121A.40-121A.56 (Pupil Fair Dismissal Act)
 Minn. Stat. § 260A.02 (Definitions)
 Minn. Stat. § 260A.03 (Notice to Parent or Guardian When Child is a Continuing Truant)
 Minn. Stat. § 260C.007, subd. 19 (Habitual Truant Defined)
 Minn. Stat. § 260C.201 (Dispositions; Children in Need of Protection or Services or Neglected and in Foster Care)

Adopted: Month & day, 2024

For an explanation or interpretation of the contract call your Association or the Labor Relations and Benefits Department.

MASTER AGREEMENT

between

ANOKA-HENNEPIN

INDEPENDENT SCHOOL DISTRICT NO. 11

and

Anoka-Hennepin School Readiness-Kindergarten Readiness Teachers
Education Minnesota

July 1, 202~~4~~ through June 30, ~~2024~~**2025**

ARTICLE I - PURPOSE

Section 1.1 Parties: This contract is entered into between the School Board of Anoka-Hennepin School District 11, Anoka and Hennepin Counties, Minnesota, (“School Board” or “District” or “Board” or “Employer”), and the Anoka-Hennepin School Readiness-Kindergarten Readiness Teachers–Education Minnesota, American Federation of Teachers, National Education Association, Education Minnesota, AFL-CIO, (“SR-KR Teachers” or “Union” or “Exclusive Representative”), pursuant to and in compliance with the Public Employment Labor Relations Act of 1971 as amended, (“PELRA”) to provide the terms and conditions of employment for Anoka-Hennepin SR-KR Teachers, for the duration of this Agreement.

ARTICLE II – RECOGNITION

Section 2.1 Recognition: The School Board recognizes the Union as the exclusive representative for the employees falling within the appropriate unit of:

All School Readiness Teachers and Kindergarten Readiness Teachers employed by Independent School District No. 11, Anoka-Hennepin, Minnesota, who are public employees within the meaning of Minn. Stat. 197A.03, Subd. 14, excluding supervisory and confidential employees.

ARTICLE III - EMPLOYEES' RIGHTS

Section 3.1 Right to Join Organizations: Employees shall have the right to form and join labor or employee organizations, and shall have the right to not form or join such organizations.

Section 3.2 Payroll Deductions: Employees may have their membership dues deducted for the Exclusive Representative on a payroll deduction plan.

Section 3.3 Personnel Files: All evaluations and files generated within the Employer relating to each employee are available during regular school business hours upon written request. The employee has the right to reproduce any contents of the file and to submit for inclusion employee response to any material contained within.

Section 3.4 Employee Discipline:

Subd. 3.41 An employee will not be disciplined, reprimanded, or reduced in rank or compensation without just cause.

Subd. 3.42 Normal discipline will be prescribed in the following manner:

- A. verbal warning;
- B. written warning;
- C. temporary suspension with or without pay; or
- D. termination.

If a supervisor meets with an employee to discuss possible written reprimand, suspension or discharge, the employee is entitled to have a union representative present, at the

employee's request. Whenever possible, the meeting will occur within two (2) working days after the District's request for such meeting.

ARTICLE IV - UNION RIGHTS

Section 4.1 Use of Buildings: The Union has the right to use school buildings before or after school hours for meetings, scheduling such use with the supervisor, providing that such usage does not interfere with or interrupt school operations. Any expenses incident to any meeting are the responsibility of the Union in accordance with Board policy.

Section 4.2 Transaction of Business: Duly authorized representatives of the Union are permitted to transact official Union business on school premises contingent upon notification of the supervisor provided that such use does not interrupt the school operations. The Union may use the District mail service, employee mailboxes, and District email for communications to employees regarding union business.

Section 4.3 Access to Information: Upon request, the Employer or the Employer's designee agrees to provide the Union with information available to it concerning staffing and financial resources of the District to the extent permitted by law, including the names and addresses and positions on the pay rate schedule of all employees in the bargaining unit and such other information requested by the Union in contract matters or in the processing of a grievance.

Section 4.4 Time Off for Exclusive Representative: The District will provide reasonable time off to elected officers or appointed representatives of the Exclusive Representative for the purpose of conducting the duties of the Exclusive Representative including contract mediation, grievance investigation, and grievance processing and conferring with District representatives and immediate supervisors with respect to the establishment, interpretation, and application of the provisions of this Agreement. The representative of the Exclusive Representative must notify his/her immediate supervisor at least two days prior to the use of such time off except in emergency situations. The Union will reimburse the District any costs associated with such leave (e.g. cost of substitute for absence days).

Section 4.5 Dues Check Off: The Union shall have the right to request and be allowed dues check-off pursuant to PELRA.

ARTICLE V - SCHOOL BOARD AND EMPLOYER RIGHTS

Section 5.1 It is recognized that except as expressly stated herein, the Employer retains whatever rights and authority granted by state law in order to operate and direct the district affairs in all aspects, including but not limited to: the educational policies of the schools; the right to direct and assign employees, to schedule work days and hours; to determine whether goods and services should be made or purchased; and to make and enforce reasonable policies affecting terms and conditions of employment that are uniformly applied and enforced in accordance with the policy provisions. Any term or condition of employment not specifically established by this Agreement remains solely within the discretion of the Employer to modify, establish or eliminate.

Section 5.2: The District is not required to meet and negotiate on matters of inherent managerial policy, which include, but are not limited to: such areas of discretion or policy as the functions and

programs of the Employer, its overall budget, utilization of technology, the organizational structure and selection and direction and number of employees.

ARTICLE VI - EMPLOYMENT CONDITIONS

Section 6.1 Definitions:

Subd. 6.11 Duty Days: Duty days are those days on which employees are assigned to perform services, which may include weekends as assigned by the district.

Subd. 6.12 Extended Duty Days: Extended duty days are those days beyond the basic assigned year on which employees have been assigned by the Employer to perform services.

Section 6.2 Duty Year/Duty Day/Assignment: The duty year, days, hours, and assignments for SR-KR teachers are established and assigned by the District for the relevant contract year. The specific duties and scheduled assignments will be determined by the Community Education Manager/Supervisor for the times of day and days of the week that meet the needs of the particular program. Employees will be allocated time for preparation and set-up, staff and curriculum development, staff meeting and parent/student contact time, conferences and follow-up time as appropriate and determined by the manager/supervisor consistent with its staff policies and procedures.

Section 6.3 Probationary Period: The length and term of employment for the employee is based on the number of duty days for the position assignment during the applicable fiscal year beginning July 1st and ending June 30th. New employees will be subject to a position performance review period of one (1) year for determination of continuation through the remaining position assignment. Following the probationary period, an employee may only be disciplined or discharged for just cause. These employees are not subject to continuing contract laws as set forth in Minn. Stat. § 122A.40.

Section 6.4 Seniority: SR-KR Teachers in assigned positions of 1,044 hours or more shall be placed on separate seniority lists: (1) a list for those teachers in positions of 1,340 hours or more; and (2) a list for those teachers in positions of less than 1,340 hours and more than 1,044 hours. Seniority is defined as the SR-KR Teacher's original continuous employment as a SR-KR Teacher.

Section 6.5 Fluctuation within Assignments (Days and/or Hours): The District will make every effort to notify SR-KR Teachers of their assignment by June 1st of the year preceding the next fiscal year and/or to notify any SR-KR Teacher at least thirty calendar days in advance if the assignment is changing significantly.

Section 6.6 Reduction in Positions (Days and/or Hours): SR-KR Teachers are assigned to (1) a position of 1,340 hours or more; (2) a position of 1,044 or more hours and less than 1,340 hours, or (3) a position of less than 1,044 hours. As noted in Section 6.5, an individual SR-KR Teacher's hours within a category may fluctuate from year to year.

When it is necessary to eliminate positions (days and/or hours) equal to or greater than 1,340 hours, the reduction of positions shall be in order of seniority; the SR-KR Teacher(s) shall be offered a position equal to or greater than 1,044 hours and less than 1,340 hours. When it is

necessary to eliminate positions (days and/or hours) equal to or greater than 1,044 hours and less than 1,340 hours, the reduction of positions shall be in order of seniority.

If a SR-KR Teacher has been reduced from a 1,340 or more-hour position or a position of more than 1,044 hours and less than 1,340 hour position, then in the event positions are subsequently added back into those categories, the positions will be offered by reverse seniority.

The District will make every effort to notify SR-KR Teachers of their continuing employment by June 1st of the year preceding the next fiscal year and/or to notify any SR-KR Teacher at least thirty (30) calendar days in advance if the SR-KR Teacher is proposed to be placed on layoff or reduced in hours.

SR-KR Teachers who have been laid off or reduced in hours shall continue right of recall for up to two (2) years. Upon notification, recalled SR-KR Teachers have up to fifteen (15) calendar days from the date of receipt of notification to notify the Employee Services Department in writing to accept the offer of re-employment or additional hours. SR-KR Teachers who either accept or reject a notice of recall to the same category or to a reduced hour category position will nevertheless retain the right of recall to the SR-KR teacher's original category for the two (2) years. A SR-KR Teacher who refuses two recall offers to the same category shall be considered to have removed his/her name from the seniority list.

Section 6.7 Employment Opportunities: When vacancies in the District occur, the vacancy is posted electronically pursuant to Department of Employee Services' procedures. All employees are given an opportunity to apply for such vacancies within the time period stated in the posting. When specific positions are posted, internal candidates will be given consideration. It is also understood that the District may offer additional hours to individual employees on a limited short-term basis. Vacancies shall be filled by the applicant with the strongest qualifications, job performance, greatest experience, and appropriate training. If these factors are basically equal, seniority will be the deciding factor.

Section 6.8 Emergency Closings: In the event that the District is closed due to an emergency or inclement weather, employees are not required to work on that day except if needed for the safety of the students or property. There shall be no loss of pay for employees (excludes employees on Board approved leaves). If an employee is absent using paid leave when an emergency closing occurs, the leave shall not be deducted. The District may require the employee to work with pay on another day if the work day is rescheduled.

Section 6.9 Extended Employment:

Subd. 6.91 Compensation: The individual compensation shall be on a prorated basis according to the hourly rate of pay for the normal contract year as shown in Appendix A.

Subd. 6.92 Selection: Extended employment shall be offered to current employees before any outside persons are hired. Extended employment shall be filled by the applicant with the strongest qualifications, job performance, greatest experience, and appropriate training. If these are basically equal, seniority will be the deciding factor.

Section 6.10 Staff Development: Employees designated by the District to attend staff development on non-duty days are compensated at their hourly rate in addition to approved expenses incurred.

Employees who request and receive District approval to attend staff development sponsored by either the District or outside agencies outside duty time will be reimbursed by the District for approved expenses incurred (e.g. registration, travel, meals, lodging).

ARTICLE VII - COMPENSATION

Section 7.1 Salary Schedule: The basic salary schedule is set forth in Appendix A. Employees are placed on Appendix A at the appropriate step as determined by the Employer based upon their qualifications and experience.

Subd. 7.11 Step Movement: In the event a successor agreement is not entered into prior to June 30, 2024, an employee shall remain at the same step as compensated during the prior contract year until a successor agreement is reached, which successor agreement governs step advancement.

Section 7.2 Pay Procedures: Paychecks are electronically deposited on pay dates as determined by the District's Payroll Department. Payroll deductions for the tax deferred plans, or other reasons are subject to District policy. In the event of overpayments to an employee, paychecks will also be subject to deduction.

ARTICLE VIII - BENEFITS

Section 8.1

Beginning with the 2020-21 school year, benefit eligible employees will be defined as those employees who work in assigned positions of at least 1,044 hours. Employees who work in assigned positions of at least 1,340 hours shall be considered full time employees and will receive full benefits. Employees who work in assigned positions of 1,044 hours or more per year but less than 1,340 hours per year shall be eligible for a prorated District contribution for Health Insurance, Dental Insurance, and Term Life-Accidental Death and Dismemberment Insurance provided the employee elects to pay the remaining premium and will also be eligible for Long Term Disability Insurance.

Employees must be enrolled in district sponsored benefit plans.

Subd. 8.11 Single Coverage: ~~Effective September 1, 2022, the School Board will contribute up to 735.00 per month toward the premium for individual coverage for benefit eligible employees, who qualify for and are enrolled in the school district group health and hospitalization plan. Any additional cost of the premium will be borne by the employee and paid by payroll deduction.~~

Effective September 1, ~~2023~~**2024**, the School Board will contribute up to ~~770.00~~ **\$810.00** per month toward the premium for individual coverage for benefit eligible employees, who qualify for and are enrolled in the school district group health and hospitalization plan. Any additional cost of the premium will be borne by the employee and paid by payroll deduction.

Subd. 8.12 Family Coverage: ~~Effective September 1, 2022, the School Board will contribute up to 1310.00 per month toward the premium for family coverage for benefit~~

~~eligible employees. Any additional cost of the premium will be borne by the employee and paid by payroll deduction.~~

Effective September 1, ~~2023~~**2024**, the School Board will contribute up to ~~1375.00~~ **\$1,515** per month toward the premium for family coverage for benefit eligible employees. Any additional cost of the premium will be borne by the employee and paid by payroll deduction.

Subd. 8.13 Dual Spouses: ~~Effective September 1, 2022, if both married spouses work for the District and both are benefit eligible and enrolled, the School Board will contribute up to 2045.00 per month of the premium for family coverage. Any additional cost of the premium will be borne by the employee and paid by payroll deduction.~~

Effective September 1, ~~2023~~**2024**, if both married spouses work for the District and both are benefit eligible and enrolled, the School Board will contribute up to ~~2145.00~~ **\$2,325** per month of the premium for family coverage. Any additional cost of the premium will be borne by the employee and paid by payroll deduction.

Section 8.2 Dental: Effective September 1, 2019, the District will contribute up to \$80.00/month towards dental insurance.

Section 8.3 Life and Long-Term Disability Insurance: The District will pay the full cost for income protection, for all eligible employees. The maximum monthly benefit for a qualified employee is equal to two-thirds of current annual base salary based on their assigned position.

Section 8.4 Term Life Insurance: A \$50,000 term life insurance policy will be paid by the District for all eligible employees.

Section 8.5 Workers Compensation: The Employer will provide worker's compensation insurance as required by law with the following guidelines:

Subd. 8.51 Use of Accrued Sick Leave: For the employee who is absent from work as a result of a compensable injury, the Employer will pay the difference between the compensation received pursuant to the Worker's Compensation Act to the employee and the employee's regular rate of pay to the extent of the employee's earned accrual of sick leave (unless the employee requests that the sick leave not be utilized). The Employer will make a payroll deduction for monies received by the employee from the Workers Compensation insurance coverage.

Section 8.6 Employees on Leaves of Absence: Employees on approved leaves of absences will be allowed to continue participation in any group insurance plan available (except Long-Term Disability Insurance and Workers Compensation Insurance) provided they pay the premiums themselves. Employees participating in any of the insurance plans available will prepay the Employer on a quarterly basis. Employees who cancel their participation will not be eligible to reenroll for the insurance until they return to work. Employees choosing to take benefits under the Federal Family and Medical Leave Act ("FMLA") should contact the Labor Relations and Benefits Department for clarification.

Section 8.7 Flex Spending Accounts: Eligible employees may elect to participate in the Employer's spending account program by enrolling during the open enrollment period.

ARTICLE IX - LEAVES

Section 9.1 Maternity and/or Parental Leave of Absence: Parental leave of absence will be granted in accordance with the following regulations:

- a. Within 90 days of learning of pregnancy, the employee must provide a doctor's statement to the Employee Services Department confirming pregnancy and anticipated delivery date.
- b. A "Request for Maternity Leave of Absence" must be submitted to the Employee Services Department at least 90 days before the anticipated delivery date.
- c. A maternity leave coincides with the maternal period of disability, which normally does not exceed 6 weeks. An employee may choose to use earned and available sick leave for the regular duty days she is disabled up to and including 30 duty days, upon submitting a doctor's statement and a written request to Employee Services. This disability period begins no later than the first day of birth.
- d. A parental leave is defined as the period of time an employee intends for the convenience and comfort of the child and is granted at the District's discretion. Parental leave normally is no longer than a maximum of one year. The return date is aligned with the beginning of school/fiscal/program calendar needs.
- e. An employee on maternity/parental leave has the district contribution of health insurance continued by the district during the time period as provided for by FMLA and its guidelines. If the employee desires to continue coverage during an unpaid parental, non-FMLA leave, the employee may do so by paying the full premium cost.
- f. An employee returning from maternity and/or parental leave within six months will return to the same position. In the event the position no longer exists, the employee will be placed in a position in accordance with the provision of the FMLA.
- g. Sick leave accrued during the paid maternity leave will be granted upon return from leave; sick leave benefits do not accrue during an unpaid leave unless required by the FMLA.

Section 9.2 Adoption/Paternity Leaves: A father, following the birth of his child, or a mother and/or father following the adoption of a child may use up to fifteen days sick leave. The leave must commence within the first twelve months of the birth or adoption.

Section 9.3 Adoption of Parental Leave of Absence: An employee may be granted adoption/paternity leave of absence without pay, not to exceed twelve months.

Section 9.4 Jury Duty: An employee called for jury duty will suffer no loss of salary. Full salary is paid by the District; but compensation received by the employee for jury duty, exclusive of expenses, is returned to the District.

Section 9.5 Leaves for Court Hearings: Court leave with pay is granted to employees for the time necessary to make appearance(s) in any court proceeding resulting from District work activities. This leave does not apply to court cases initiated by the employee or the Union against the District.

Section 9.6 Military Leaves: An employee will be granted military leave as required or allowed by federal and state laws.

Section 9.7 Short Term Unpaid Leave: The supervisor may grant leaves of absence of up to five days without pay to be taken either consecutively or singly. Additional days may be granted by the supervisor under unusual circumstances.

Section 9.8 Extended Leaves of Absence: Extended leaves of absence may be granted in accordance with School Board policies for educational leaves or for any reason. Requests for these leaves should be submitted in writing to the Employee Services Department for consideration.

Section 9.9 Sick Leave: Teachers in assigned positions of 1340 hours or more will accrue 96 hours sick leave per year; teachers in assigned positions of more than 500 hours and less than 1340 hours will be prorated.

Section 9.10 Personal Leave: Employees in positions of 500 hours or more and less than 1,044 hours may use one pro-rata day of personal leave during each duty year at the employee's discretion without salary deduction.

Employees in positions of 1,044 hours or more and less than 1,340 hours may use two pro-rata days of personal leave during each duty year at the employee's discretion without salary deduction.

Employees in positions of 1,340 hours or more may use three pro-rata days of personal leave during each duty year at the employer's discretion without salary deduction.

A request for personal leave must be submitted in writing in advance. The days used will be deducted from the employee's accrued sick leave. Although the district has discretion to approve additional requests, the Community Education Manager/Supervisor may limit personal leave to no more than one personal leave day per program per day on a first-come first serve basis; an employee may not use personal leave days during the first three weeks of the program term.

Section 9.11 Family Medical Leave: An employee may apply for Family Medical Leave in accordance with state and federal law and School District policy.

ARTICLE X - RETIREMENT

Section 10.1 Retirement, Hired Pre-July 1, 2004: This section applies to employees who meet the following criteria and were hired before July 1, 2004. For the purpose of this section, the school year begins on July 1 of one year and concludes on June 30 of the following year.

Subd. 10.11 Qualifications: To qualify for benefits within this section, an employee must (1) have been hired by the District prior to July 1, 2004; (2) have at least ten years of Anoka-Hennepin School District experience in a sick leave benefit eligible position, (3) notify the District of the intended retirement by February 1 of the year of retirement and (4) be immediately eligible for and will receive a state retirement annuity benefit upon retirement.

Subd. 10.12 Calculation of Severance Retirement Payment: The retirement severance payment base ("base") is calculated by taking the employee's unused sick leave hours

amount, up to ~~80~~ **half of the first 160** days, multiplied by the employee's current hourly rate. Any employee-received, District contribution to the employee's 403(b) account is subtracted from the calculated base, resulting in the amount of the employee's retirement severance payment.

Subd. 10.13 Lump Sum Payment: The retirement severance payment shall be made as a lump sum payment upon the employee's retirement. Deductions, such as State and Federal income tax, social security, and PERA/TRA are made as required by law. If eligible, the sick leave severance payment will be deposited into the Anoka-Hennepin Special Pay Plan subject to the plan provisions. If the employee retiree dies before the retirement severance payment has been made, the balance will be paid to a named beneficiary or, lacking same, to the estate of the deceased.

Subd. 10.14 Employee Termination: No part of this section applies to an employee who is discharged for cause by the District.

Subd. 10.15 Continuation of Insurance Benefits: Benefit-eligible employees currently enrolled in the District's health and/or dental insurance may continue to be enrolled in those plans following retirement with the retiree paying the entire premium of each selected insurance.

Subd. 10.16 Health Care Savings Plan Contribution, Sick Leave Days in Excess of 80 Days: Benefit-eligible employees currently enrolled in the District's health and/or dental insurance who have accrued more than **80** days of sick leave are eligible, upon retirement, for a contribution to the Anoka-Hennepin Health Care Savings Plan. This contribution is calculated by taking the employee's unused sick leave hours amount in excess of **80** days multiplied by the employee's current hourly rate. Any contribution under this subdivision is deposited after retirement into the retiree's Health Care Savings Plan in accordance with the Plan's provisions.

Subd. 10.17 Availability: Any retirement severance payment or health care savings plan contribution is available only once for an employee.

Section 10.2 Retirement – Hired on or after July 1, 2004: This section applies to employees who meet the following criteria and were hired on or after July 1, 2004. For the purpose of this section, the school year begins on July 1 of one year and concludes on June 30 of the following year.

Subd. 10.21 Qualifications: To qualify for benefits within this section, an employee must (1) have been hired by the District on or after July 1, 2004; (2) have at least ten years of Anoka-Hennepin School District experience in a sick leave benefit eligible position, (3) notify the District of the intended retirement by February 1 of the year of retirement (4) be immediately eligible for and will receive a state retirement annuity benefit upon retirement; and (5) be insurance benefit eligible.

Subd. 10.22 Employee Termination: No part of this section applies to an employee who is discharged for cause by the District.

Subd. 10.23 Continuation of Insurance Benefits: Benefit-eligible employees currently enrolled in the District's health and/or dental insurance may continue to be enrolled in those plans following retirement with the retiree paying the entire premium of each selected insurance.

Subd. 10.24 ~~Health Care Savings Plan Contribution, Sick Leave Days in Excess of 80 Days: Benefit-eligible employees currently enrolled in the District's health and/or dental insurance who have accrued more than 80 days of sick leave are eligible, upon retirement, for a contribution to the Anoka-Hennepin Health Care Savings Plan. This contribution is calculated by taking the employee's unused sick leave hours amount in excess of 80 days multiplied by the employee's current hourly rate. Any contribution under this subdivision is deposited after retirement into the retiree's Health Care Savings Plan in accordance with the Plan's provisions.~~ **For insurance benefit eligible teachers who retire under this Article, half of the value of the first 160 days of unused sick leave, and 100% of the value of unused sick leave greater than 160 days shall be allocated to a Health Care reimbursement account established by the District for the individual teacher.**

Subd. 10.25 Availability: Any health care savings plan contribution is available only once for an employee.

ARTICLE XI - RETIREMENT - 403(b)

Section 11.1 403(b): All full-time and part-time employees who are eligible for insurances as set forth in Article VIII will be eligible for the following benefit:

~~The District shall make a matching contribution for all eligible employees for each relevant school year into a 403(b) plan up to the amounts listed in the table below:~~

2022-23		2023-24	
Seniority date prior to July 1, 2021 (2nd year)	\$1,500	Seniority date prior to October 1, 2023 (1st year)	\$1,500
Seniority date prior to June 30, 2004 (20th year)	\$2,000	Seniority date prior to June 30, 2005 (20th year)	\$2,000

~~The maximum individual lifetime District matching contribution is \$50,000.~~

Beginning in the 2024-25 School Year, the District shall make a matching contribution for all teachers for the relevant school year into a 403(b) plan up to \$2000 on a per paycheck basis over 20 pay periods. Employees who begin contributions after the start of the year will receive a prorated amount of the full district match.

In the event MN statutes allow, the school district will allow student loan payments as qualifying dollars to receive the employer 403(b) matching contributions.

ARTICLE XII - GRIEVANCES

Section 12.1. Definitions:

Subd. 12.11 A grievance is any controversy between the Employer and the Union or between the Employer and an employee or group of employees as to 1) interpretation of this Agreement, 2) a charge of violation of this Agreement, or 3) an alleged violation involving wages, hours or working conditions resulting in unnecessary hardship.

Subd. 12.12 Employee is an employee or employee organization that is certified as an appropriate unit in the School District and not classified as confidential, supervisory, or Principal/Assistant Principal as defined in PELRA as amended.

Subd. 12.13 First Level Supervisor shall mean Supervisor or the person to whom the employee reports.

Subd. 12.14 Second Level Supervisor shall mean the direct supervisor to whom the first level supervisor reports.

Subd. 12.15 Days shall be considered "working" days as defined for the employee except at the end of the school year. The days in this instance shall be week days.

Section 12.2. Procedure: Grievances as defined in subdivision 12.11 shall be settled in the following manner and the steps set forth must be followed in the order listed within the time limits prescribed.

Step 1. The grievance shall be orally presented to the employee's first level supervisor within ten (10) days after employee knew or should have known of violation. No settlement in this Step 1 shall be made in violation of the written Contract.

If a settlement is not reached within two (2) days after oral presentation to the first level supervisor the grievance shall be reduced to writing with a clear statement of the issues involved. This shall be presented to the first level supervisor who shall promptly transmit the written grievance to the ~~General Counsel~~**Executive Director of Human Resources** for handling in accordance with Step 2.

Step 2. The ~~General Counsel~~**Executive Director of Human Resources** shall establish a Step 2 hearing with the aggrieved and the appropriate second level supervisor. The Step 2 meeting shall be held within five (5) days after the employee has filed the written grievance. The time and place for meetings under Step 2, shall be at the discretion of the ~~General Counsel~~**Executive Director of Human Resources**. The employee shall be allowed a reasonable number of representatives at the meeting.

The ~~General Counsel~~**Executive Director of Human Resources** shall prepare a report of the meeting, together with a written disposition of the matter and forward copies thereof to the employee and to Union within five (5) days after the Step 2 hearing.

If settlement is not reached in Step 2 within three (3) days of the date of the disposition, the grievance is referred to Step 3.

Step 3. Grievances referred to Step 3 shall be discussed between Union and the General Counsel. This discussion shall take place within five (5) days after the grievance has been referred to Step 3.

If agreement is reached as a result of this meeting, the General Counsel shall issue a disposition of the matter which shall be final and binding. If agreement is not reached, the grievant shall, within ten (10) days after the Step 3 meeting, notify, in writing, the General Counsel that arbitration is required.

Step 4. Arbitration: In cases referred to Step 4, unless otherwise agreed, the parties shall request within ten (10) days a list of seven (7) arbitrators from the Bureau of Mediation Services. After the parties have received the list, they shall alternately strike names until there is one arbitrator remaining who shall preside over the hearing.

The arbitrator shall set the time and place for the Step 4 hearing, the method of procedure and make all necessary rulings.

The arbitrator shall have no power to add to, subtract from, or modify any of the terms of the Agreement or to any agreement made supplementary hereto, and shall only be allowed to rule on those cases that apply to the definition of a grievance as described in this article. The decision of the arbitrator, if within the scope of his/her power, shall be binding on both parties with the limitations of PELRA as amended. The expense and fees of the arbitrator shall be borne jointly by the Board and Union.

Section 12.3. Rules: Any loss of time by the employee and his/her representatives to attend Step 4 in the grievance procedure shall not be compensated unless Union Leave Days are used. These days must be taken in minimums of half days.

The number of days indicated at each step of the grievance procedure should be considered as maximum and every effort should be made to expedite the grievance process. Any time limit may be extended by mutual written consent. The failure of an aggrieved person to proceed from one step of the grievance procedure to the next step within the time limits set forth shall be deemed to be acceptance of the decision previously rendered and shall constitute a waiver of any future appeal concerning the particular grievance.

The failure of an administrator to communicate his decision or hold a meeting within the specific time limits shall permit the aggrieved to proceed to the next step in the grievance procedure.

Grievance cases shall be as confidential as possible. Both parties agree that these proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

ARTICLE XIII - DURATION

Section 13.1. Terms and Reopening Negotiations: This Agreement remains in full force and effect for a period commencing on July 1, ~~2022-2024~~ through June 30, ~~2024-2025~~ and thereafter until modifications are made pursuant to the PELRA. If either party desires to modify or amend this Agreement commencing on July 1, ~~2024-2025~~, it will give written notice of such intent no later than May 1, ~~2024-2025~~. Unless otherwise mutually agreed, the parties will not commence negotiations more than 90 days prior to the expiration of this Agreement.

Section 13.2. Effect: This Agreement constitutes the full and complete Agreement between the School Board and the Union. The provisions herein relating to terms and conditions of employment supersede and take precedence over any and all prior Agreements, practices, laws, School District policies, or rules or regulations concerning terms and conditions of employment inconsistent with the provisions.

Section 13.3. Finality: It is further agreed that any matters relating to the current Agreement term, whether or not referred to in this Agreement, are not open for negotiation during the term of this Agreement.

Section 13.4. Severability: The provisions of this Agreement are severable, and if any provision thereof or the application of any such provision under any circumstances is held invalid, it does not affect any other provisions of this Agreement or the application of any provisions thereof under different circumstances.

ARTICLE XIV - CONTINUING EDUCATION FOR LANE ADVANCEMENT

Section 1. Purpose

Subd. 1. The main purpose of the interim lanes to the MA lane is to encourage staff members to obtain advanced degrees. It is usually desirable, therefore, that all of these credits be graduate credits. However, upon the approval of the Superintendent, a maximum of one-third of these credits may be undergraduate credits earned in a teacher's field, in a closely related field, or in education. All credits counted for the above classifications must be earned after the BA Degree has been received.

Subd. 2. The main purpose of the MA Lane and beyond is to encourage teachers to complete academic study which enhances their content area knowledge and instructional skills. The master's degree and credits earned beyond the master's degree should be in the subject the teacher teaches, education, curriculum, instruction, or a similar concentration normally offered through the graduate program of a college of education.

Subd. 3. Course work primarily intended to prepare a teacher for another profession or trade outside of education will not be applied toward any lane change. Exceptions may be granted by the Superintendent after a review of the individual circumstances.

Subd. 4. For purposes of lane placement, all references to credits are quarter credits; one semester credit is equivalent to one and one-half quarter credits.

Section 2. Rules

Subd. 1. A statement from the registrar of the institution attended certifying the course taken, credits allowed, and grade received shall be submitted in the following manner:

- A. Credits earned on or before August 31 and received in the Employee Services Department by October 31, shall be used for initial placement.
- B. Effective July 1, 2024, credits earned on or before January 25 and received in the Employee Services Department by March 25 shall be applied to the second half of the teacher's duty year with a maximum of one (1) lane change allowed per year. Weekend dates revert to the previous Friday.
- C. A teacher who earns credits to qualify for the next higher classification on the Salary Schedule will move directly across, horizontally, to the corresponding performance increment in the new lane.

D. All credits counted toward the salary lanes above the Master's Degree shall be on the graduate level and shall be earned after the Master's Degree has been awarded.

E. A grade equivalent of "C" or higher, or "P" when pass/fail method of grading is used, is required to apply toward performance increment-lane advancement.

Transcripts: Application for lane advancement need only be accompanied by official transcript(s) covering the actual total credits being used for this lane advancement.

Appendix A

2021-22	2022-23 (step movement)*		2023-24 (no step movement)*	
Step	Step	\$	Step	\$
4	4	29.21	4	31.37
5	2	29.97	2	32.33
6	3	30.72	3	33.29
7	4	31.52	4	34.25
8	5	32.38	5	35.21
9	6	33.26	6	36.17
10	7	34.14	7	37.13
11	8	35.04	8	38.09
12	9	35.97	9	39.05
13	10	36.90	10	40.00
14	-	-	-	-
15	-	-	-	-

***Eligible employees will receive step movement in 2022-23. There will be no step movement in 2023-24.**

A one time payment of \$375 dollars will be provided for employees who work in assigned positions of at least 500 or more hours following the approval of the working agreement.

A. 2024-2025 Pay Schedule

STEP	BA	BA+15*	BA+30*	BA+45*	MA	MA+15*	MA+30*	MA+45*	MA+60*
1	\$33.44	\$34.42	\$35.25	\$36.13	\$38.95	\$39.89	\$41.16	\$42.05	\$43.19
2&3	\$34.01	\$35.07	\$35.98	\$36.96	\$40.29	\$41.38	\$42.71	\$43.60	\$44.94
4&5	\$34.85	\$36.19	\$37.14	\$38.21	\$42.10	\$43.30	\$44.66	\$45.91	\$47.15
6	\$36.00	\$37.34	\$38.31	\$39.46	\$43.85	\$45.30	\$46.74	\$48.10	\$49.54
7	\$37.90	\$39.26	\$40.22	\$41.19	\$45.58	\$47.31	\$48.92	\$50.25	\$51.86
8	\$40.16	\$41.59	\$42.43	\$43.39	\$48.32	\$49.72	\$50.98	\$52.32	\$54.03
9	\$41.42	\$42.94	\$43.88	\$44.96	\$49.84	\$51.33	\$52.74	\$54.28	\$56.00
10	\$42.67	\$44.30	\$45.33	\$46.54	\$51.37	\$52.93	\$54.50	\$56.24	\$57.98
11	\$43.74	\$45.40	\$46.45	\$47.68	\$52.61	\$54.21	\$55.80	\$57.58	\$59.35
12	\$45.02	\$46.74	\$47.82	\$49.08	\$54.16	\$55.80	\$57.45	\$59.28	\$61.10
13	\$45.69	\$47.43	\$48.53	\$49.81	\$54.96	\$56.63	\$58.30	\$60.15	\$62.01
14	\$46.73	\$48.51	\$49.64	\$50.95	\$56.22	\$57.93	\$59.64	\$61.53	\$63.43
15	\$47.43	\$49.24	\$50.38	\$51.71	\$57.06	\$58.79	\$60.53	\$62.45	\$64.38
16	\$47.90	\$49.73	\$50.88	\$52.22	\$57.63	\$59.38	\$61.13	\$63.07	\$65.02
17	\$48.14	\$49.97	\$51.13	\$52.48	\$57.91	\$59.67	\$61.43	\$63.38	\$65.34
18&19	\$49.18	\$50.89	\$52.12	\$53.35	\$58.79	\$60.61	\$62.33	\$64.25	\$66.55
20&21	\$49.92	\$51.65	\$52.90	\$54.15	\$59.96	\$61.82	\$63.58	\$65.53	\$67.88
22+					\$60.84	\$63.07	\$64.82	\$67.26	\$69.69

*Denotes Quarter Credits

B. Step Movement

2023-24	2024-25
1	2&3
2	2&3
3	4&5
4	6
5	7
6	7
9	8
10	9

C. School readiness teachers working in the high school model, shall be paid a \$150 stipend per high school section for supervising secondary students in their classroom. Stipends shall be paid on a trimester basis.

IN WITNESS WHEREOF, the parties have executed the Agreement as follows:

Anoka-Hennepin
School Readiness/Kindergarten Readiness

Anoka-Hennepin
Independent School District No. 11

Negotiator

School Board

Negotiator

School Board

Negotiator

School Board

Negotiator

School Board

President

School Board

Vice President

School Board

EM Field Representative

Executive Director Human Resources

Date

Date



LABOR RELATIONS UPDATE

September 23, 2024

LABOR RELATIONS UPDATE



Purpose

Policy 209 Negotiations Code of Ethics:

Administration will review the status of negotiations at public School Board meetings.

Note: Consistent with the Open Meeting Law and PELRA - detailed negotiation discussions are addressed in closed sessions of the School Board.

EMPLOYEE GROUPS



Background information

Anoka-Hennepin Schools is comprised of 19 employee groups:

- 5 policy groups (non-bargaining units): administrators/supervisors, cabinet, misc. community education, confidentials, misc E-12.
- 14 bargaining groups:
 - 2022-24 master agreements: education office professionals, paraeducators
 - 2023-25 master agreements: child nutrition assistants, community school coordinators, education support specialists, principals, teachers, school office supervisors, school service employees, special education supervisors, technical specialists.
 - 2024-2025 master agreement: school/kindergarten readiness teachers.
 - 2024-2026 master agreements: building supervisors, child nutrition site supervisors.

2024-2026 CONTRACTS



Active negotiations

Collective Bargaining Unit	Status
Paraeducators	Mediation October 2
Education office professionals	Fifth meeting October 9

NEXT STEPS



- Provide regular updates at School Board meetings.
- Update ahschools.us/negotiations

COMMENTS AND QUESTIONS

