



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

**School Board Meeting**  
**Monday, January 13, 2025**  
**AGENDA**

1. **Call to Order (1 minute)**  
01-13-25 Important Dates 4
2. **Pledge of Allegiance (1 minute)**
3. **Approve Board Agenda (1 minute)**
4. **Organization (45 minutes)**
  - 4.A. Election of Officers - **A**
    - Chair
    - Vice Chair, Clerk, Treasurer  
Kacy Deschene, Co-ChairAppendix A 5
  - 4.B. Set 1/2025-7/2026 Meeting Dates - **A**  
Kacy Deschene, Co-Chair  
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  - 4.C. Designate Official Depositories - **A**  
Kacy Deschene, Co-Chair  
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  - 4.D. Designate Official Investment Financial Institutions - **A**  
Kacy Deschene, Co-Chair  
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  - 4.E. Delegation of Authority for SERVVS Financial - **A**  
Kacy Deschene, Co-Chair  
Appendix E 14
  - 4.F. Designation of Official Newspapers - **A**  
Kacy Deschene, Co-Chair  
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  - 4.G. Delegation of Authority for Electronic Funds Transfers - **A**  
Kacy Deschene, Co-Chair  
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  - 4.H. Authorization to Sign Contracts - **A**  
Kacy Deschene, Co-Chair

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4.I. Designation of Identified Official with Authority for Education Identity Access Management - A Kacy Deschene, Co-Chair	
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4.K. Appointments by Co-Chairs - A Kacy Deschene, Co-Chair	
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5. <b>Consent Agenda (5 minutes)</b>	
5.A. Minutes from December 9 Board Meeting - A Jeff Simon, Board Clerk	
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5.B. Retirements, Resignations, Terminations, Layoffs and Recalls, Leaves and Modified Leaves of Absence, Appointments - A Brian Duffy, Director of Employee Services	
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5.C. Cash Disbursements Report - A Jennifer Beck, Director of Finance	
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5.D. Cash Balance Report - A Jennifer Beck, Director of Finance	
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5.I. #C000706-School Resource & Prevention Program Officer Services Between the Anoka-Hennepin School District and the City of Brooklyn Park - A Greg Cole, Chief Operations Officer	
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5.J. MSHSL Cooperative Sponsorship between Coon Rapids High School and Spring Lake Park High School for Lacrosse-Girls - A  
Dr. Josh Delich, Associate Superintendent for High Schools

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5.K. Joint Powers Agreement between Anoka-Hennepin School District and MDE - A  
Cory McIntyre, Superintendent

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5.L. Blaine Property Purchase Agreement 2025 - A  
Greg Cole, Chief Operations Officer

Appendix W 64

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. Elementary & Secondary Education (15 minutes)**

8.A. Resolution in Support of the District's Application to the MN Dept. of Transportation's Safe Routes to School Grant Program to Support the Dayton Elementary Pedestrian Improvement Project (15 minutes) - A  
Greg Cole, Chief Operations Officer

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**9. Board Correspondence & Communication**

**10. Adjourn**

# ANOKA-HENNEPIN SCHOOLS

A FUTURE WITHOUT LIMIT

January 13, 2025

## Dates to Remember

- 1. January 13** **Regular School Board Meeting, Sandburg Education Center, 6:30 p.m.**
2. January 20 District Closed, Holiday
3. January 22 Legislative Delegation, Educational Service Center, 6:00 p.m.
- 4. January 27** **Regular School Board Meeting, Sandburg Education Center, 6:30 p.m.**
5. February 3 Board Policy Committee, Educational Service Center, 4:30 p.m.
6. February 6 School Board, Student Growth Recognitions, Anoka High School, 6:00 p.m.
7. February 8 Northern Stars Celebration, Bunker Hills Event Center, 5:30 p.m.
- 8. February 10** **School Board Work Session, Educational Service Center, 5:30 p.m.**
9. February 17 District Closed, Holiday
10. February 18 Elem (PLC/Conf/Staff Development); Sec Staff Development, No Students
11. February 19 School Board, Student Growth Recognitions, Blaine High School, 6:00 p.m.
- 12. February 24** **Regular School Board Meeting, Sandburg Education Center, 6:30 p.m.**
13. February 26 AHEM Town Hall, Educational Service Center, 5:30 p.m.
- 14. March 3** **School Board Work Session, Educational Service Center, 5:30 p.m.**
15. March 6 End of Trimester Two
16. March 7 Staff Planning, Grades, No Students
17. March 10-14 Spring Break, No School
18. March 13-14 Holiday, District Closed
19. March 17 PLC/Staff Development/Para Staff Development, No Students
- 20. March 24** **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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## **ELECTION OF SCHOOL BOARD OFFICERS**

On the first Monday in January of each year, or as soon thereafter as practical, the Board shall meet and organize by selecting a chair, a vice chair, a clerk, and a treasurer who shall hold their offices for one year and until their successors are selected and qualify.

Anoka-Hennepin District No. 11

Coon Rapids, MN 55433

Revised: August 22, 1994

Revised: November 27, 2006

Reaffirmed: February 22, 2021

## DUTIES OF SCHOOL BOARD MEMBERS

1. The Board must have the general charge of the business of the district, the school houses, and of the interests of the schools thereof. The Board's authority to govern, manage, and control the district; to carry out its duties and responsibilities; and to conduct the business of the district includes implied powers in addition to any specific powers granted by the legislature. It shall delegate authority to the Superintendent and his staff but it is responsible to the people for the results produced.
2. It shall select and elect a Superintendent of Schools and support him in the discharge of his duties.
3. It may accept, modify, or reject the recommendations of the Superintendent and may call for new recommendations.
4. It shall elect, promote, dismiss, and assign all employees upon the recommendation of the Superintendent.
5. It shall make salary schedules, custodial working agreements, transportation contracts, insurance contracts, and any other contracts and agreements involving school business upon the recommendations of the Superintendent.
6. It shall approve materials of instruction, school philosophy, and changes in the curriculum upon the recommendation of the Superintendent.
7. It shall adopt a tentative budget and a final budget upon the recommendation of the Superintendent.
8. It shall designate depository or depositories for school funds.
9. It shall plan in advance capital outlay and maintenance expenditures including building alterations and additions, new equipment, improvement of grounds, and repair and replacement of buildings and equipment.
10. It shall provide for the enforcement and administration of all school laws, local, state, and federal.
11. It shall study, anticipate, and recognize the educational needs of the community and incorporate them in the school program.
12. It shall interpret the educational program and school policies to citizens in the community.
13. It shall be informed of all phases of the educational program in the district and of new ideas, trends, and advances being made in education elsewhere.
14. It shall evaluate the educational program and the work of the Superintendent and his staff
15. It shall approve all disbursements.
16. It shall approve the annual financial reports of the clerk and treasurer.
17. It shall, at least 45 days before the date of the biennial school elections, determine the number of voting precincts, the polling places, and the hours the polls will be open. It shall cause to be chosen election judges for each polling place and shall canvass the election returns at a meeting of the School Board called for that purpose.
18. It shall hear communications, written or oral, from citizens of organizations on matters of administration or policy.
  - a. Requests, petitions, etc., made by individuals or delegations will not elicit Board action at the meeting at which such request is made, unless the public interest requires an immediate decision by the School Board, and unless the rules, regulations, and practices of the school system will enable the making of an immediate decision.
  - b. On all requests not included in the exceptions previously mentioned, the School Board shall instruct the Superintendent to collect and report pertinent information at a later date.
19. It shall perform such other functions and duties as required by law.

## **DUTIES OF SCHOOL BOARD OFFICERS - CHAIR**

The chair:

1. Shall preside at all meetings of the School Board and of the district.
2. Shall countersign all orders upon the treasurer for claims approved by the Board.
3. Shall sign all contracts or agreements approved by the Board.
4. Shall represent the district in all actions.
5. Shall appoint all special committees.
6. Shall advise the Superintendent concerning important school business for which there is no policy or precedent to follow and which requires a decision before the next regular Board meeting. The chair may canvass the opinion of all Board members. All emergency decisions shall be presented to the School Board at its next regular meeting for final action. In the absence of the chair, the vice chair shall serve as temporary chairman.
7. Shall call special meetings of the Board providing legal notice is given to all members.
8. Shall align the annual Superintendent performance pay goals to the School Board established district priorities.
9. Shall review district performance, document the rationale for the amount of Superintendent performance pay and authorize payment to the Chief Financial Officer.

Anoka-Hennepin District No. 11  
Anoka, MN 55303  
Revised: November 27, 2006  
Revised: January 11, 2016  
Reaffirmed: February 22, 2021

## DUTIES OF SCHOOL BOARD OFFICERS - CLERK

The Clerk:

1. Shall be responsible for checking and supervising the record of all meetings of the district and the School Board.
2. On or before September 15 in each year shall make and transmit to the Commissioner certified reports showing:
  - a. The revenues and expenditures in detail, and such other financial information required by law, rule or as may be call for by the commissioner;
  - b. The length of the school term and the enrollment and attendance by grades, and
  - c. Such other items of information as may be called for by the commissioner.
3. Shall furnish the county auditor on or before September 30 of each year an attested copy of the clerk's record showing the amount of proposed property tax voted by the School Board for school purposes.
4. Shall sign all orders upon the treasurer for the payment of money for bills and salaries approved by the School Board.
5. Shall sign all contracts and agreements approved by the School Board unless the School Board authorizes the same to be signed by one of the administrative personnel.
6. Shall direct and inspect all records and reports as required of the clerk.
7. Shall, within three days after an election, notify all persons elected of their election.
8. Shall perform such duties as required by law.
9. Shall receive such stipend as the School Board may determine at its organizational meeting.
10. The records and reports described herein shall be prepared by the clerical staff of the central administration office, which shall file all records, minutes, and correspondence in a space provided in the central administration office.

Anoka-Hennepin District No. 11  
Anoka, MN 55303  
Revised: November 27, 2006  
Revised: February 22, 2021

**DUTIES OF SCHOOL BOARD OFFICERS - TREASURER**

The Treasurer:

1. Shall deposit the funds of the district in the official depository.
2. Shall mail all reports which may be called for by the Board and perform all duties usually incumbent on such officer.
3. In the event that the Chair has been continuously absent from the district for a period of thirty days or more, the treasurer may pay orders without the signature of the Chair.
4. In the event that valid orders are presented to the treasurer for payment, and there are insufficient funds on hand to pay them, the treasurer shall receive, endorse and process them in accordance with section 123B.12.
5. Shall perform such duties as are required by law.
6. Shall receive such stipend as the School Board may determine at its organizational meeting.

Anoka-Hennepin District No. 11  
Anoka, MN 55303  
Revised: November 27, 2006  
Revised: February 22, 2021

**SCHOOL BOARD MEETING DATES**  
**January 2025 – July 2026**

The Board reaffirms the **regular School Board meeting dates of the School Board** as the fourth Monday of each month at 6:30 p.m. with the following exceptions: The meetings in July and December 2025 and July 2026 will be held on the second Monday. The January 13, 2025, May 5, 2025, November 10, 2025, January 12, 2026 and May 4, 2026 meetings will be Regular School Board meetings.

The Board reaffirms the **Work Session meeting dates of the School Board** as the second Monday of each month at 5:30 p.m. with the following exceptions: There will not be a Work Session in January, May, November & December 2025. The January 12, 2026 and May 4, 2026 meetings will be Regular School Board meetings. The October 2025 and October 2026 work sessions will be held on the first Monday of the month. The current edition of Robert's Rules of Order shall be the official guide of the School Board on all points of parliamentary procedure.

<u>Date</u>	<u>Time</u>	<u>Place</u>
Jan. 13, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
Jan. 27, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
Feb. 10, 2025	5:30 p.m.	Work Session, Educational Service Center on Ferry Street
Feb. 24, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
March 3, 2025	5:30 p.m.	Work Session, Educational Service Center on Ferry Street
March 24, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
April 14, 2025	5:30 p.m.	Work Session, Educational Service Center on Ferry Street
April 28, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
May 5, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
May 19, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
June 9, 2025	5:30 p.m.	Work Session, Educational Service Center on Ferry Street
June 23, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
July 14, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
July 14, 2025	7:00 p.m.	Work Session, Sandburg Education Center
Aug. 11, 2025	5:30 p.m.	Work Session, Educational Service Center on Ferry Street
Aug. 25, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
Sept. 8, 2025	5:30 p.m.	Work Session, Educational Service Center on Ferry Street
Sept. 22, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
Oct. 6, 2025	5:30 p.m.	Work Session, Educational Service Center on Ferry Street
Oct. 27, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
Nov. 10, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
Nov. 22, 2025	8:00 a.m.	Work Session/Planning Session, TBD
Nov. 24, 2025	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
Dec. 8, 2025	6:30 p.m.	Regular School Board Meeting/Truth in Taxation, Board Room, Sandburg Education Center
Jan. 12, 2026	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
Jan. 26, 2026	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
Feb. 9, 2026	5:30 p.m.	Work Session, Educational Service Center on Ferry Street
Feb. 23, 2026	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
March 9, 2026	5:30 p.m.	Work Session, Educational Service Center on Ferry Street
March 23, 2026	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
April 13, 2026	5:30 p.m.	Work Session, Educational Service Center on Ferry Street
April 27, 2026	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center

<b><u>Date</u></b>	<b><u>Time</u></b>	<b><u>Place</u></b>
May 4, 2026	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
May 18, 2026	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
June 8, 2026	5:30 p.m.	Work Session, Educational Service Center on Ferry Street
June 22, 2026	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
July 13, 2026	6:30 p.m.	Regular School Board Meeting, Board Room, Sandburg Education Center
July 13, 2026	7:00 p.m.	Work Session, Sandburg Education Center

**OFFICIAL DEPOSITORIES**  
Proposed Motion

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the motion that the following financial institutions and any named by their investment service department shall be designated as **official depositories** of the Anoka-Hennepin Independent School District No. 11 for the calendar year 2025.

US Bank  
Wells Fargo Bank  
Minnesota School District Liquid Asset Fund

**OFFICIAL INVESTMENT FINANCIAL INSTITUTIONS**  
Proposed Motion

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the motion that the following financial institutions and any named by their investment service department shall be designated as **official investment financial institutions** of the Anoka-Hennepin Independent School District No. 11 for the calendar year 2025.

Baker Tilly Investment Services, LLC  
US Bank  
Wells Fargo Bank  
PFM/Minnesota School District Liquid Asset Fund

**DELEGATION OF AUTHORITY FOR SERVS FINANCIAL**

## Proposed Motion

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the motion to authorize the Superintendent to delegate the role of Application and Budget approver in the Minnesota Department of Education's SERVS/MEGS Financial application to the Chief Financial Officer for the calendar year of 2025. This role has the following responsibilities:

## Approve Application and Budget

- Only given to an officer who can legally bind their organization (Superintendent/Executive Director)
- Accept Funds/Manage Allocation/Balance Forward
- Review and approve grant applications with electronic signature as authorized district representative
- Perform Application & Budget Tasks (If necessary)
- Enter/edit organization information
- Cannot request funds

**OFFICIAL NEWSPAPERS**  
Proposed Motion

\_\_\_\_\_ moved and \_\_\_\_\_ second the motion to name the Anoka County Union Herald, the Brooklyn Center Sun-Post, the Brooklyn Park Sun-Post, the Blaine/Spring Lake Park, Columbia Heights/Fridley Life and the Champlin-Dayton Press as the official newspapers, published by APG of East Central Minnesota, of the Anoka-Hennepin Independent School District No. 11 for calendar year 2025.

**OFFICIAL DELEGATION OF AUTHORITY TO MAKE ELECTRONIC FUNDS TRANSFERS**  
Proposed Motion

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the motion that the following staff shall be designated as **official staff with authority to make Electronic Funds Transfers on behalf** of the Anoka-Hennepin Independent School District No. 11 for the calendar year 2025.

Chief Financial Officer  
Director of Finance  
Accounting Manager  
Payroll Accountant

**AUTHORIZATION TO SIGN CONTRACTS**  
Proposed Motion

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the motion to authorize the Superintendent and Chief Financial Officer to execute contracts and purchase orders for goods and services contained within the Board approved budget for Anoka-Hennepin Independent School District No. 11 for the calendar year of 2025.

\_\_\_\_\_  
School Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Board Clerk

\_\_\_\_\_  
Date

**DESIGNATION OF THE IDENTIFIED OFFICIAL WITH AUTHORITY  
FOR EDUCATION IDENTITY ACCESS MANAGEMENT**

**Anoka-Hennepin Public School District 0011-01**

Proposed Motion

\_\_\_\_\_ moved and \_\_\_\_\_ seconded the motion to authorize the Anoka-Hennepin School Board to designate Superintendent Cory McIntyre as the primary Identified Official with Authority to authorize user access to MDE secure websites for the 2025-26 school year. The Identified Official with Authority will assign job duties and authorize user's access to MDE secure systems for their Education Identity Access Management.

\_\_\_\_\_  
School Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
School Board Clerk

\_\_\_\_\_  
Date

## **EXPENSES OF SCHOOL BOARD MEMBERS**

School Board members shall receive a stipend in the amount of \$1,200 per month and the School Board Chair a stipend in the amount of \$1,300 per month. School Board members shall be reimbursed for necessary expenses incurred in performance of School Board functions in accordance with policies relating to reimbursement.

Anoka-Hennepin District No. 11  
Coon Rapids, MN 55433  
Revised July 11, 1983  
Revised July 1, 1991  
Revised July 11, 1994  
Revised January 13, 2003  
Revised January 12, 2004  
Revised January 9, 2006  
Revised January 14, 2008  
Revised January 12, 2009  
Revised January 9, 2012  
Revised: February 22, 2021

The following committee appointments were proposed for the 2025 calendar year:

Committee/Organization	Representative	Commitment	Charge
AMSD – Association of Metropolitan School Districts	Michelle Langenfeld	Monthly meeting	It is the mission of AMSD to advocate for metropolitan school districts and advance legislation that supports student achievement. The collective and consistent voice of member districts is critical to achieving our mission.
Brooklyn Bridge Alliance for Youth	Michelle Langenfeld	Meets quarterly	<p>Blueprint Goals:</p> <ul style="list-style-type: none"> <li>● Mobilize Students, Administrator, and Faculty to design, build &amp; implement student-centered scheduling</li> <li>● Create a Culture of Teaching &amp; Learning that is Culturally Responsive</li> <li>● Develop and Leverage Partnerships to increase access to opportunities for students to meet their needs and goals</li> <li>● Consistent Advising, Tutoring, &amp; Navigation support for all students</li> <li>● Bring Students, Staff &amp; Faculty together to continually identify blocks and build process solutions together</li> <li>● Expand intentional communication, engagement &amp; involvement with students</li> </ul>
Community Education Advisory Committee	Kacy Deschene	4 times annually	The purpose of the Community Education Advisory Council is to advise the School Board regarding the planning, growth, development, and evaluation of Community Education within School District #11. The Advisory Council will strive to foster a close meaningful relationship between the school district and community to improve school and community life.
Labor Management Committee (LMC)	Jeff Simon	Afternoon meetings as needed	The mission of the District-AHEM Labor Management Committee is to foster and facilitate collaboration between AHEM and District representatives in seeking solutions on issues of mutual concern affecting labor management relations.
BrightWorks (Formerly Metro ECSU)	Kacy Deschene	Meets quarterly	As this fall's election has changed the make-up of BrightWorks' member school boards, there is a need to seek nominations from BrightWorks' member districts. The BrightWorks board is seeking nominations from electoral districts 1, 2, and 4. After the election, BrightWorks' Board will be comprised of eight (8) elected officials, three (3) community members at large, and two (2) superintendents.
MSBA Delegate Assembly	Michelle Langenfeld	Pre-delegate assembly resolution review meeting & the Delegate Assembly Weekend	<p>The Minnesota School Boards Association, a leading advocate for public education, supports, promotes and strengthens the work of public school boards.</p> <p>These positions are no longer appointed by A-H board chair. Interested persons (must be serving on our school board currently) apply for a 3 year term. The position is elected by the MSBA board member director districts.</p> <p>Members will communicate interest to the Board Chair prior to making application. If there are multiple interested parties, at the Anoka-Hennepin January organizational meeting the board will endorse the appropriate MSBA Delegate(s).</p>

			Serving on this committee does not require Anoka-Hennepin Board endorsement. However, the Anoka-Hennepin name is attached to this service, therefore the Anoka-Hennepin Board will review and endorse board candidates at the January Organization Meeting.
MSHSL League	District Rep: Board Chair		The MSHSL provides educational opportunities for students through interscholastic athletic and fine arts programs and provides leadership and support for member schools. Andover High School = Matt Audette Anoka High School = Linda Hoekman Blaine High School = Zach Arco Champlin Park High School = Michelle Langenfeld Coon Rapids High School = Jeff Simon
Northwest Suburban Integration District Board	Kacy Deschene	Monthly meeting	NWSISD envisions a global community learning and growing together, by providing students, parents and staff educational opportunities that are multicultural, diverse and promote racial integration. NWSISD and member districts will work to assist students, including students from racially diverse backgrounds, to be prepared for post-secondary success.
District Health, Wellness & Safety Committee	Open	Quarterly meeting	This committee is focused on district-wide health, wellness, and safety and we try to commit our meeting time to address each of these with 1/3 of the agenda items. In past years, the committee has been more informational and advisory. While we will continue these functions, we also plan to add tabletop discussions and crisis team direction for all our schools to replicate at the building level.
Anoka-Hennepin Educational Foundation	Jeff Simon	Monthly meeting	Our mission is to cultivate equitable and innovative experiences for students in partnership with compassionate people who have generous hearts. Our board members, including the school board representative, serve three-year terms, ideally.
Policy Review/Advisory Committee	Zach Arco Kacy Deschene	Monthly meeting	The Board Policy Review Committee exists to review all District and MSBA policies. the committee consists of board members and the general counsel's office.
Student Services Leadership Team	Kacy Deschene	Monthly meeting	The Student Services Leadership Team will provide direction for student support programs across the district.
Student Services Advisory Committee	Michelle Langenfeld	Monthly meeting	Anoka-Hennepin Schools will effectively educate each student for success through equitable distribution of district resources, targeted intervention, and enhancements, and supporting staff to meet the needs of all students. This will be accomplished through effective educational practices, policies, curricula, resources, and school cultures that are representative of all students, such that each student has access to meaningfully participate and make progress in high quality learning experiences, resulting in positive outcomes regardless of race, socio-economic status, gender, ability, religious affiliation, national origin, linguistic diversity, or other characteristics.
Tribal Council (TNEC)	Jeff Simon	Meets two times per year, once in	The mission of TNEC is to strengthen, protect and advance the overall education experience and opportunities for all tribal (American Indian) students, families, and communities of Minnesota.

		October & once in February	
Staff Development Advisory Committee	Zach Arco	3 Meetings a year	To develop a staff development plan, assist site professional development teams in developing a site plan consistent with the goals of the plan, and evaluate staff development efforts at the district and site level. The committee may also include school board members.
Science Study Committee	Linda Hoekman	3 Meetings a year	To develop recommendations for the implementation of the new Minnesota Science Standards in Anoka-Hennepin School District.
Social Studies Committee	Michelle Langenfeld	3 Meetings a year	The Social Studies Study Committee will conduct a program evaluation and make recommendations for implementing new social studies standards beginning in the 2023-24 school year.

December 27, 2024

**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 meeting on **Monday, December 9, 2024**, at Sandburg Education Center, Anoka, Minnesota.

Co-Chair Zach Arco called the meeting to order at 6:30 p.m. and led the pledge of allegiance.

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

Dr. Michelle Langenfeld motioned to approve the Board Agenda as presented. Co-Chair Kacy Deschene seconded. Motion passed with a 6-0 vote.

Michelle Vargas, chief financial officer, presented a summary of the district's budget and the local levy funding necessary to maintain service delivery as programmed. The detailed presentation met all requirements for Truth-in-Taxation as outlined in state law. The School Board opened a public hearing regarding the tax levy proposal, and following public comment with one member testifying, Jody Anderson. The levy was set at \$138,286,962 which amounts to a tax decrease of 1.2% for residents in Anoka-Hennepin. Jeff Simon motioned to approve the Final Tax Certification for Taxes Payable in 2025. Dr. Langenfeld seconded. Motion passed on a 6-0 vote.

**CONSENT AGENDA**

Jeff Simon moved and Co-Chair Deschene seconded the motion to approve the following **consent agenda** items.

- a. Minutes** from the November 23, 2024, School Board work session and the November 25, 2024 School Board meeting.  
**b. Personnel items** as follows:

**APPENDIX B**

**20241209**

**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**

<b>Name</b>	<b>Current or Most Recent Position</b>	<b>Last Date Employed</b>
Lisa Grund	Lincoln, Child Nutrition Assistant FT	01/30/2025
Debra Koffski	ESC, Admin Assistant Superintendent	08/02/2025
Peggy Ann Marsh	Oxbow Creek, Teacher K-3 Exploration	06/09/2025
Tricia Osborn	RiverTrail Learning Ctr, School Office Supervisor	06/30/2025
Kathleen Vaughn	S.T.E.P., Teacher Career-Technical	01/25/2025

**RESIGNATIONS, TERMINATIONS**

<b>Full Name (FL)</b>	<b>Current or Most Recent Position</b>	<b>Last Date Employed</b>
Nicole Gehrman	Eisenhower, Teacher Grade 2	11/26/2024
Catherine Gordy	Northdale Middle, Teacher ABS (AcadBehav)	10/30/2024
Tyler Koll	Coon Rapids High, Teacher ABS (AcadBehav)	12/20/2024

## LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Teriann Anderson	Hoover, Teacher Academic Support	07/01/2025	06/28/2030
Cynthia Blum	Andover, ParaEducator Spec Ed Cntr Base	11/22/2024	12/20/2024
Bonnie Bouley	Wilson, Child Nutrition Assistant PT	11/20/2024	01/20/2025
Mary Brown	ESC-Special Ed, Teacher Nurse	10/24/2024	11/22/2024
Morgan Burquest	Blaine High, Teacher Social Studies	11/22/2024	03/07/2024
Robin Chambers	Blaine High, Com Schl Coord limited duty yr	11/18/2024	12/20/2024
Emily Collette	Anoka Middle - FM, Teacher ABS (AcadBehav)	11/11/2024	12/06/2024
Rebecca Coubal	Lincoln, Teacher Grade 2	11/04/2024	11/22/2024
Leah Erickson	Champlin Park High, Teacher SA-Student Support	11/21/2024	02/14/2025
Jacqueline Fisher	Mississippi, ParaEducator Spec Ed Cntr Base	11/13/2024	12/02/2024
Olivia Fritsche	Ramsey, ParaEducator Spec Ed Cntr Base	11/08/2024	11/22/2024
Linda Groebner	Roosevelt Middle, Asst Principal Middle School	01/02/2025	06/29/2029
Karen Hansen	Andover, Teacher Grade 1	12/06/2024	12/20/2024
Ann Herlofsky	Adams, Principal Elementary School	12/03/2024	12/06/2024
Darcy Hurd	Riverview ECC, Para Sped ECSE center base	11/04/2024	12/20/2024
Tara Johnson	Verndale, Teacher Social Worker StrCal	10/31/2024	11/14/2024
Charlene LaGrange	ESC, Preschool Inst-Pro Rated Bene	01/02/2025	07/02/2025
Leanne Lundsten	TEAM at Sandburg, ParaEducator Special Education	12/02/2024	12/16/2024
Samantha Murlowski	ESC-Special Ed, Teacher Psychologist	12/09/2024	01/14/2025
Deanna Ollig	Riverview ECC, Para Special Education ECSE	11/11/2024	12/20/2024
Kimberly Osterkamp	Oak View Middle, Child Nutrition Assistant FT	11/18/2024	12/20/2024
Kayla Pederson	ESC, Educ Office Prof	11/25/2024	12/20/2024
Courtney Piekarski	Andover High, Asst Principal High School	11/18/2024	02/07/2025
Molly Poulton	Coon Rapids Middle, Volunteer Services Coord PT	11/11/2024	02/07/2025
Danielle Rahier	Monroe, Teacher Grade 2	11/19/2024	11/26/2024
Calley Shuman	Roosevelt Middle, Child Nutrition Assistant FT	10/14/2024	12/02/2024

## MODIFIED LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Katherine Beaudry	Coon Rapids Middle, Teacher Art Secondary	10/28/2024	11/26/2024
Shirlee Berndt	Northdale Middle, ParaEducator Special Education	10/30/2024	01/02/2025
Janice Durand	ESC - Transportation, ParaEducator Bus	11/08/2024	12/06/2024
Kelly Gillen	Ramsey, Teacher ABS (AcadBehav)	10/04/2024	12/20/2024
Lisa Hall	RiverTrail Learning Ctr, Teacher ABS (AcadBehav)	10/01/2024	12/20/2024
Wendy Mauk	Anoka High, Child Nutrition Assistant FT	11/06/2024	12/06/2024
Anne Perrin	Andover, Teacher Grade K	11/06/2024	12/13/2024
Jocelyn Rowe	Coon Rapids Family Center - Pathways, Teacher SLD	06/12/2024	02/07/2025
Elizabeth Shaffer	Oxbow Creek, ParaEducator Special Education	09/03/2024	12/09/2024
Katelyn Sjoquist	Eisenhower, ParaEducator Special Education	09/27/2024	04/30/2025

**MODIFIED LEAVES OF ABSENCE**

<b>Name</b>	<b>Current or Most Recent Position</b>	<b>Leave Begins</b>	<b>Leave Ends</b>
Kristin Thompson	Sorteberg ECC, Teacher EC/SE	10/30/2024	11/26/2024
Kathleen Vaughn	S.T.E.P., Teacher Career-Technical	07/01/2022	01/18/2025

**SABBATICALS**

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

**APPOINTMENTS**

20241209 1

<b>Name</b>	<b>Current or Most Recent Position</b>	<b>Effective Date</b>	<b>Lane/Step</b>	<b>FTE</b>	<b>Salary</b>
<b>Elementary</b>					
Lona Kampf	Dayton, Teacher Literacy Intervention	12/02/2024	Masters+30/19	0.2985	\$25,352
Justine Welcome	Ramsey, Teacher Social Worker	12/09/2024	Bachelors+45/1	0.6257	\$33,816

<b>Name</b>	<b>Current or Most Recent Position</b>	<b>Effective Date</b>	<b>Lane/Step</b>	<b>FTE</b>	<b>Salary</b>
<b>Secondary</b>					
This section returned no records					

<b>Name</b>	<b>Current or Most Recent Position</b>	<b>Effective Date</b>	<b>Lane/Step</b>	<b>FTE</b>	<b>Salary</b>
<b>Special Education</b>					
Asiya Ali	Northdale Middle, Teacher ABS (AcadBehav)	12/02/2024	Masters/5	0.6524	\$41,089
Alex Contreras	RiverTrail Learning Ctr, Teacher ABS (AcadBehav)	11/06/2024	Bachelors/1	0.7433	\$37,188
Linda Vetter	Lincoln, Teacher ABS (AcadBehav)	12/02/2024	Masters/5	0.6524	\$41,089

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

- c. Approved Bid #25022B-District Wide Security Upgrades-Bid Pack 4.
  - d. Approved Policy 604.20 Middle School Course of Study-Repeal.
  - e. Immunization Exclusions—names and specifics are not included because of data privacy.
- Motion passed with a 6-0 vote.

The School Board received testimony from Roxanne Tersteeg, Eric Naess, Shannon Fox, Mikki Paul, Carissa Simonet, Thomas Hagerty, Mariah Hagerty, Darcy Steinberg, Liam Steinberg, Dennis Gable, Richard Balcerzak, and Jean Sorensen.

Superintendent McIntyre gave a report to the Board and reviewed the Board calendar. The Superintendent shared that Anoka-Hennepin's high school and middle school music programs have been practicing in preparation for seasonal concerts which are ramping up now. A total of 62 concerts for school choirs, bands and orchestras are being hosted throughout the district and you can find a complete listing on the ahschools.us website. Student performers from Anoka and Champlin Park High Schools were featured as part of holiday tree lighting events in their respective cities held over the weekend. Thank you to those students involved for being such strong ambassadors for our schools and helping to make those events special for community members. One of our area's newest authors is a sixth-grade student at Roosevelt Middle School in Blaine. Eleven-year old Hayuu Seerro has written his debut novel "Agent Ace: Young Spies, Hidden Powers and a World to Save". Hayuu wrote the book while he was a student at Sunrise Elementary and the staff there were motivating and supportive of his efforts. More information and a video story from North Metro TV about this accomplishment is posted on the district website. As for the book, that is available on Amazon.com, Barnes and Noble

and other book outlets. Anoka-Hennepin's student-focused Alley & Ave retail boutique is now open following a ribbon cutting with the Anoka Area Chamber of Commerce last week. The store provides hands-on experience for special education students who are part of the district's work-based learning program, TEAM (Teaching Employability through Assessment and Manufacturing), which is a program designed for high school and transition-aged students to grow additional skills before seeking paid employment. The new location in Anoka is part of a relocation of district programming from leased space in Andover to facilities already owned by the district. Alley & Ave is located at the Sandburg Education Center, in Anoka, enter from the Second Avenue side of the building from the alley side of the building. Hours are Monday-Friday from 8 a.m. to 2:00 p.m. except on school release days along with periodic evening hours. Furniture donations are welcome during operating hours. Superintendent McIntyre highlighted that the School Board has identified priorities for the upcoming legislative session, and he has been invited to share the district's position to the 41 members of the Association of Metropolitan School Districts - or AMSD - at their Legislative Event set for January 10. The School Board followed with a special recognition for Cindy Harris, long-time employee of Anoka-Hennepin. When she began service in Anoka-Hennepin, her job was to help route 16 millimeter films to schools as part of her role in the media services department. Cindy helped bring years of school board meetings to cable television and to streaming outlets, ensuring that residents are informed about school board actions. Tonight is her final meeting as a full-time employee as Cindy will be retiring from Anoka-Hennepin following 41 years of service. Congratulations to Cindy Harris on 41 years of exceptional service to Anoka-Hennepin students and families-You will be missed!

Michelle Trelstad, executive director of community education and government relations, presented a reorganization of the Volunteer Service Coordinator (VSC) positions for consideration. This action would restore elementary-level VSC positions for each school and add back secondary VSC positions through a centralized approach from the district office. The reorganization provides budget savings to assist in reaching the \$26 million budget reduction target. Co-Chair Kacy Deschene motioned to approve the VSC reorganization as presented. Dr. Langenfeld seconded. Motion passed on a 6-0 vote.

Michelle Trelstad, executive director of community education and government relations, discussed the district legislative platform developed at School Board direction. The School Board discussed three priority areas including improving literacy at all grades; improving student engagement, connection and behavior; and workforce demands to increase employee recruitment and retention. Co-Chair Deschene motioned to approve the platform as presented. Jeff Simon seconded. The Legislative Platform was approved on a 5-1 vote with Audette voting No.

Dr. Joel VerDuin, chief technology & information officer presented that Minnesota law requires School Boards to adopt a resolution setting specific standards for acceptance and rejection of applications for non-resident enrollment. This action is responsive to the building capacities at selected sites. Schools closed to non-resident open enrollment applications include Blaine High School, Champlin Park High School, and Dayton Elementary. The resolution was approved on a unanimous vote and will go into effect for the 2025-26 school year.

#### **ANOKA – HENNEPIN SCHOOL BOARD RESOLUTION**

WHEREAS, the Anoka-Hennepin School District, ISD #11 (the "District") participates in the State's Enrollment Options program while also needing to insure adequate space in certain buildings with high enrollments; and

WHEREAS, according to Minn. Stat. § 124D.03 Subdivision 6, the board must adopt, by resolution, specific standards for acceptance and rejection of applications for non-resident enrollment options. The standards may include the capacity of a program, excluding special education services; class; or school building;

NOW, THEREFORE, BE IT RESOLVED, by the School Board of Anoka-Hennepin Independent School District No. 11 that the following school buildings will be closed to non-resident enrollment applications: Dayton Elementary School, Blaine High School, and Champlin Park High School.

\_\_\_\_\_  
12-09-2024

Date

\_\_\_\_\_  
*Zach Arco*

Board Co-Chair

\_\_\_\_\_  
12-09-2024

Date

\_\_\_\_\_  
*Jeff Simon*

Board Clerk

Greg Cole, chief operations officer, presented an overview of the completion of the 2017 “Fit for the Future” facility projects along with additional facility updates. The detailed presentation showcased the opening of Sunrise and Brookside Elementary, high school security, entrance and fitness center updates, new media centers and libraries, the opening of Sandburg Regional High School and Two Rivers Transition Program at Franklin, synthetic turf upgrades, tennis courts, HVAC projects, roofs, security upgrade projects, windows and more.

Greg Cole, chief operations officer, presented pool facility utilization at all district sites. As part of the \$26 million budget reduction and reallocation plan, the school district recommended keeping the Oak View Middle School offline - saving \$100,000 in operations costs - and also removing the need for up to \$1 million in expenditures to ensure the facility is in operating condition. The district will also monitor the facility offline while determining a possible need for this space to use for classrooms to accommodate projected enrollment growth at Oak View Middle School. Jeff Simon motioned to approve the recommendation as presented. Dr. Langenfeld seconded. The motion was approved on a 4-2 vote with Audette and Hoekman voting No.

Co-Chair Zach Arco highlighted the Alley + Ave Teamwork’s program site ribbon cutting ceremony at Sandburg Regional High School. He attended along with Co-Chair Kacy Deschene, Dr. Michelle Langenfeld and Director Linda Hoekman. He and Dr. Langenfeld attended the MSBA Delegate Assembly and he thanked her for the invite to attend. Co-Chair Kacy Deschene gave a shoutout to all of our athletic associations across the district as they honored and respected a student death that took place in the Champlin Park community. Dr. Michelle Langenfeld highlighted the AMSD meeting on Friday focused on assessments to measure and monitor more closely. Dr. Langenfeld attended a Champlin Park HS basketball game where they honored the Champlin Park HS student. The Alumni team also played that night and was joined by Co-Chair Kacy Deschene who impressed our students with her skill on the court.

Co-Chair Kacy Deschene recessed the meeting at 9:46 p.m. Jeff Simon moved and Matt Audette seconded the motion to adjourn the meeting. Motion passed.

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

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Co-Chair Zach Arco

Prepared by: Debbie Koffski, CPS  
Recorder

Approved: \_\_\_\_\_

## APPENDIX B

20250113

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**

<b>Name</b>	<b>Current or Most Recent Position</b>	<b>Last Date Employed</b>
Karen Black	ESC, HR Specialist - LOA	07/01/2025
Jennifer Conlon	Madison, Asst Principal Elem 10 Month	06/19/2025
Leanne Howell	Oxbow Creek, Teacher K-3 Exploration	06/09/2025
Sonja Hughes	RiverTrail Learning Ctr, Teacher E/BD	06/09/2025
Tracy Knighton	ESC, Director Community Education	06/30/2025
Neal Koenig	Champlin Park High, ParaEducator Secondary	06/06/2025
Joanne Krueger	CED - ABE - Col Hgts Fridley, ABE Teacher - sick leave only	06/12/2025
Steven Lyons	Champlin Park High, Teacher Music Secd Band	06/09/2025
Tamara Lyons	Jackson Middle, Teacher Music Secd Band	06/17/2025
Leeann Macarthur	ESC-Special Ed, Teacher Occupational Therapist	06/09/2025
Todd Manthey	Anoka Middle - WA, Teacher Grade 6	06/24/2025
Laureen Maras	McKinley, Child Nutrition Site Supv	06/06/2025
Mary Nelsen	ESC-Special Ed, Teacher Speech Clinician	06/09/2025
Susan O'Neill	Sorteberg ECC, Teacher Speech Clinician	06/09/2025
Mary Saxon	Champlin Park High, Teacher Reading Secondary	06/09/2025
Thomas Vanvoorhis	Champlin Park High, Teacher Science	06/09/2025
Denise Wetterlind	Coon Rapids Family Center - Eval Team, ParaEducator Special Education	06/06/2025
Rhonda Wissink	ESC-Special Ed, Teacher Occupational Therapist	06/09/2025

**RESIGNATIONS, TERMINATIONS**

<b>Full Name (FL)</b>	<b>Current or Most Recent Position</b>	<b>Last Date Employed</b>
Michael Barthel	ESC, B/G Maint Spec Woodshop	01/05/2025
Shenandoah Bauer	Wilson, Teacher Art Elementary	12/20/2024
Erika Bowen	Verndale, Teacher EC/SE Stretch Calendar	01/14/2025
Kyle Hemmerich	S.T.E.P., Teacher Career-Technical	01/03/2025
Katelyn Iverson	Jackson Middle, Teacher Social Studies	06/09/2025
Nikki Johnson	ESC, Transportation Route Coord	12/12/2024
Abigail Rice	ESC, Teacher Social Worker	01/09/2025
Roseann Schreifels	ESC, Associate General Counsel	06/30/2025
Debra Settambrino	RiverTrail Learning Ctr, Teacher E/BD	01/17/2025
Katherine Sylvester	Coon Rapids High, Teacher Family Consumer Sci	12/07/2024
Susan Toenjes	Ramsey, Teacher MMH	06/09/2025
Ronald Van Iperen	Blaine High, Teacher Media Specialist Secd	12/12/2024

## APPENDIX B

20250113

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
Jeneen Asmussen	Dayton, ParaEducator Special Education	12/10/2024	01/17/2025
Victoria Barnes	Verndale, Teacher D/HH	11/19/2024	01/13/2025
Trista Bartko	Sunrise, ParaEducator Special Education	12/17/2024	01/31/2025
Katherine Beaudry	Coon Rapids Middle, Teacher Art Secondary	12/09/2024	02/25/2025
Jennifer Beck	ESC, Director Finance	12/17/2024	01/28/2025
Deborah Blodgett	Riverview ECC, Para Sped ECSE center base	12/02/2024	01/08/2025
Gregory Blodgett	Anoka Middle - FM, Asst Principal Middle School	11/27/2024	12/13/2024
Brandi Clark	Ramsey, ParaEducator Elementary	12/04/2024	01/17/2025
Kristin Contons	Monroe, Teacher SA-Curr Integrator	12/11/2024	01/06/2025
Aaron Dixon	ESC, B/G Maint Spec Electrician	12/02/2024	12/27/2024
Jennifer Dwyer	Wilson, Teacher Grade 1	12/17/2024	02/05/2025
Janice Eason	Oxbow Creek, Teacher Grade K	09/19/2024	11/25/2024
Janice Eason	Oxbow Creek, Teacher Grade K	12/11/2024	03/07/2025
Greta East	Anoka High, Teacher English	01/02/2025	01/15/2025
Belinda Eerdmans	Jackson Middle, Teacher Math	07/01/2025	06/28/2030
Neil Eerdmans	Oxbow Creek, Teacher Grade 3	07/01/2025	06/28/2030
Hillary Fabian	Evergreen Park, Teacher Grade 3	01/06/2025	04/04/2025
Jacqueline Fisher	Mississippi, ParaEducator Spec Ed Cntr Base	11/13/2024	01/03/2025
Denise Galler	Jackson Middle, Teacher Grade 6	07/01/2025	06/28/2030
Stacy Gartner	Coon Rapids Middle, ParaEducator Spec Ed Cntr Base	12/02/2024	12/20/2024
Janet Gromek	Madison, Teacher Academic Support	12/19/2024	03/05/2025
Michelle Grosvenor	CED - ABE - Blaine, ABE Teacher-Full Time Benefits	12/02/2024	01/10/2025
Jenna Harvieux	Monroe, Teacher Music Elementary	01/02/2025	06/30/2025
Julie Henderson	Adams, Teacher Nurse	11/22/2024	01/02/2025
Michael Hoben	Lincoln, B/G Building Supervisor	12/02/2024	12/27/2024
Brandon Huberty	Northdale Middle, Teacher Academic Support	12/18/2025	01/24/2025
Brandon Huberty	Northdale Middle, Teacher Academic Support	11/18/2024	12/17/2024
Kelly Jacobson	ChamplinBrklynPk Academy, Preschool Inst-Pro Rated Bene	12/09/2024	01/16/2025
Andrew Kelley	Hoover, Asst Principal Elem 10 Month	11/21/2024	01/03/2025
Erin Kelley	Verndale, ParaEducator Spec Ed Cntr Base	12/02/2024	12/20/2024
Mariah Krosch	RiverTrail Learning Ctr, Teacher E/BD	12/12/2024	12/20/2024
Marie Law	Oak View Middle, Asst Principal Middle School	07/01/2025	06/28/2030
Benjamin Lehner	ESC, B/G Maint Spec HVAC	12/23/2024	01/03/2025
Tabitha Markie	Monroe, Teacher E/BD	01/02/2025	03/20/2025
Camille McMillan	Blaine ECC, Preschool Inst-Pro Rated Bene	12/12/2024	02/28/2025
Lisa Medved	ESC, Educ Office Prof Lead Dept	12/16/2024	03/07/2025
Sharon Metcalf	Jackson Middle, Child Nutrition Assistant PT	01/02/2025	02/05/2025
Robin Michalski	Anoka Middle - WA, Teacher Grade 6	07/01/2025	06/28/2030
Chelsea Nordhausen	Anoka Middle - FM, B/G Custodian 3rd shift	01/24/2025	01/27/2025

## APPENDIX B

20250113

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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
Michelle Paulson	Sorteberg ECC, Preschool Inst-Sick leave Only	12/12/2024	12/20/2024
Jenny Pennaz	Anoka Middle - FM, Teacher Theatre-Dance	01/02/2025	04/02/2025
Lori Raatikka	Andover High, Teacher Math	07/01/2025	06/28/2030
Cheryl Rains	ESC - Transportation, ParaEducator Bus	12/17/2024	03/06/2025
Katie Sakry	ChamplinBrklynPk Academy, Teacher Grade 4	12/16/2024	02/28/2025
Allison Schneider	Evergreen Park, Teacher Grade 2	01/02/2025	04/02/2025
Cheryl Skluzacek	Monroe, ParaEducator Elementary	12/19/2024	01/09/2025
Patricia Sorenson	Hamilton, Teacher Grade K	12/02/2024	12/20/2024
Patrick Steinbring	Anoka High, ParaEducator Secondary	01/02/2025	02/19/2025
Jayme Weidell	ESC, B/G Whse Driver	01/06/2025	01/17/2025
Chloe Williams	Adams, A+ PT CCA - Ln 1	12/16/2024	01/03/2025

## MODIFIED LEAVES OF ABSENCE

Name	Current or Most Recent Position	Leave Begins	Leave Ends
Rita Beckman	Jackson Middle, Teacher Social Studies	09/19/2024	06/30/2025
Tammy Berg	Two Rivers Transition Program, Teacher MSH	02/09/2024	05/30/2025
Shirlee Berndt	Northdale Middle, ParaEducator Special Education	10/30/2024	01/27/2025
Emily Collette	Anoka Middle - FM, Teacher ABS (AcadBehav)	11/11/2024	12/20/2024
Leah Erickson	Champlin Park High, Teacher SA-Student Support	11/21/2024	12/20/2024
Hillary Fabian	Evergreen Park, Teacher Grade 3	10/21/2024	01/03/2025
Olivia Fritsche	Ramsey, ParaEducator Spec Ed Cntr Base	11/08/2024	12/18/2024
Kelly Gillen	Ramsey, Teacher ABS (AcadBehav)	10/04/2024	01/03/2025
Lisa Hall	RiverTrail Learning Ctr, Teacher ABS (AcadBehav)	10/01/2024	01/31/2025
Deborah Hedrington	Coon Rapids High, Teacher MMH	10/14/2024	01/24/2025
Darcy Hurd	Riverview ECC, Para Sped ECSE center base	11/04/2024	01/17/2025
Tiarra Jackson	Jefferson, Teacher DD	10/23/2024	12/20/2024
Kathryn Jensen	Madison, Teacher Grade K	01/22/2024	12/20/2024
Monique Johnson	Mississippi, ParaEducator Special Education	11/13/2024	01/31/2025
Louann Mattson	Morris Bye, Child Nutrition Site Supv	10/10/2024	06/30/2025
Wendy Mauk	Anoka High, Child Nutrition Assistant FT	11/06/2024	01/28/2025
Eric Naess	Anoka Middle - FM, Teacher English	09/11/2024	01/17/2025
Deanna Ollig	Riverview ECC, Para Special Education ECSE	11/11/2024	02/14/2025
Kimberly Osterkamp	Oak View Middle, Child Nutrition Assistant FT	11/18/2024	01/03/2025
Courtney Piekarski	Andover High, Asst Principal High School	11/18/2024	01/03/2025
Debora Santillo	ESC-Special Ed, Para Health	08/29/2024	01/03/2025
Amber Schultz	ESC, Asst Dir Student Services	07/01/2023	06/30/2025
Elizabeth Shaffer	Oxbow Creek, ParaEducator Special Education	09/03/2024	01/09/2025
Calley Shuman	Roosevelt Middle, Child Nutrition Assistant FT	10/14/2024	12/04/2024
Katherine Sylvester	Coon Rapids High, Teacher Family Consumer Sci	04/08/2024	12/07/2024

## APPENDIX B

20250113

3

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.

**MODIFIED LEAVES OF ABSENCE**

<b>Name</b>	<b>Current or Most Recent Position</b>	<b>Leave Begins</b>	<b>Leave Ends</b>
Becky Thronson	Oak View Middle, Teacher English	08/28/2023	05/23/2025
Ronald Van Iperen	Blaine High, Teacher Media Specialist	07/01/2023	12/12/2024
Angela Walters	Adams, Teacher DD	12/17/2024	01/14/2025
Sara White	Adams, Teacher ABS (AcadBehav)	10/08/2024	01/28/2025
Rachel Williams	Oxbow Creek, A+ PT Site Leader	11/18/2024	12/27/2024

**SABBATICALS**

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

## APPOINTMENTS

20250113

1

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
<b>Elementary</b>					
Lindsey Beich	Jefferson, Teacher Academic Support	12/12/2024	Masters/16	0.5104	\$43,999
Josephine Matti	Monroe, Teacher Music Elementary LTS	01/02/2025	Bachelors/1	0.5722	\$28,626
Brenna McDowell	Lincoln, Teacher Grade 2	11/19/2024	Masters/16	0.6845	\$59,009
Diane Polzin	Evergreen Park, Teacher Grade 2 LTS	01/02/2025	Masters+60/24	0.3209	\$28,047
Juanita Tamez	Morris Bye, Teacher Literacy Intervention	12/10/2024	Masters+60/1	0.2599	\$16,791
Jessica Willenbring	Evergreen Park, Teacher Literacy Intervention	01/02/2025	Bachelors/3	0.5722	\$29,108

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
<b>Secondary</b>					
Kevin Arnold	RiverTrail Learning Ctr, Teacher ESL	12/09/2024	Masters/3	0.6257	\$37,715
Ashley Ashcraft	Anoka Middle - FM, Teacher Math LTS	10/22/2024	Masters+60/1	0.6417	\$41,459
Claire Mikolich	Blaine High, Teacher Social Studies LTS	12/13/2024	Bachelors/1	0.2754	\$13,778

Name	Current or Most Recent Position	Effective Date	Lane/Step	FTE	Salary
<b>Special Education</b>					
Amanda Bogle	Jackson Middle, Teacher ABS (AcadBehav) LTS	12/18/2024	Bachelors/1	0.5882	\$29,429
Amanda Cornelius	Two Rivers Transition Program, Teacher DD LTS	12/02/2024	Bachelors/1	0.2246	\$11,237
Megan Drews	Madison, Teacher E/BD	01/03/2025	Bachelors/5	0.2834	\$14,778
Stephanie Edgeton	University Avenue, Teacher SLD	01/02/2025	Masters/5	0.5722	\$36,037
Brianna Lucas	Coon Rapids High, Teacher ABS (AcadBehav)	01/02/2025	Masters/4	0.5722	\$36,037
Jessica Thull	ESC-Special Ed, Teacher Social Worker	01/27/2025	Masters+60/19	0.4866	\$48,448
David J Urvig	Jackson Middle, Teacher ABS (AcadBehav)	12/11/2024	Bachelors/3	0.6150	\$31,285

Name	Current or Most Recent Position	Effective Date	Days	Salary
<b>Administrative</b>				
Leah Becklund	Evergreen Park, Asst Principal - Interim Based on an annual salary of \$115,556 for 261 days	01/06/2025	126	\$55,786
Cullum Buetow-Staples	Anoka Middle - WA, Asst Principal - Interim 10 Mo Based on an annual salary of \$122,728 for 261 days	12/16/2024	132	\$62,308
Noah Nesler	Roosevelt Middle, Asst Principal - Interim 10 Mo Based on an annual salary of \$122,728 for 261 days	01/02/2025	122	\$57,588
Jennifer Schroeder	ESC, Insurance Benefits Supv Based on an annual salary of \$96,111 for 261	01/21/2025	115	\$42,347

**MOTION**

Date:

January 13, 2025

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

Fund No.	Description	Amount
	<b>Checks</b>	<b>\$ 3,514,904.17</b>
01	General	3,268,097.10
02	Food Service	115,931.61
04	Community Service	120,528.91
06	Building Construction	9,500.00
07	Bond & Interest K-12	-
20	Health-Self Insurance	846.55
21	Dental-Self Insurance	-
22	Work. Comp.-Self Insurance	-
47	OPEB Debt Service	-
	<b>Electronic Payments</b>	<b>\$ 24,437,517.21</b>
01	General	17,135,964.33
02	Food Service	378,881.09
04	Community Service	610,476.03
06	Building Construction	
07	Bond & Interest K-12	
20	Health-Self Insurance	5,769,158.41
21	Dental-Self Insurance	372,292.00
22	Work. Comp.-Self Insurance	170,745.35
47	OPEB Debt Service	-
	<b>ACH Payments</b>	<b>\$ 9,056,711.06</b>
01	General	6,399,290.33
02	Food Service	1,459,157.30
04	Community Service	75,871.48
06	Building Construction	829,135.23
20	Health-Self Insurance	271,012.72
22	Work. Comp.-Self Insurance	22,244.00
	<b>P-Card</b>	<b>\$ 188,049.09</b>
01	General	171,663.60
02	Food Service	2,438.15
04	Community Service	13,947.34
06	Building Construction	-
20	Health-Self Insurance	-
	<b>TOTAL DISTRICT</b>	<b>\$ 37,197,181.53</b>

**ANOKA HENNEPIN DISTRICT NO. 11  
MONTHLY CASH BALANCES - FY25**

	<b>GENERAL 01-101</b>	<b>FOOD SERVICE 02-101</b>	<b>COMMUNITY SERVICE 04-101</b>	<b>BUILDING CONSTRUCTION 06-101<sup>1</sup></b>	<b>DEBT SERVICE 07-101</b>	<b>EMP BENE HEALTH 20-101</b>	<b>EMP BENE DENTAL 21-101</b>	<b>EMP BENE WORK COMP 22-101</b>	<b>OPEB DEBT SERVICE 47-101</b>	<b>TOTAL CASH</b>	<b>CASH INVESTMENTS</b>	<b>BUILDING CONSTRUCTION INVESTMENT</b>	<b>SCHOLARSHIP INVESTMENT</b>	<b>TOTAL ALL BALANCES</b>	<b>FY23 Total All Balances (1 year ago comparison)</b>
<b>07/01/24</b>	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	<b>257,554,043</b>	-	5,080,617	689,177	<b>263,323,836</b>	254,198,381
<b>07/31/24</b>	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	<b>217,120,924</b>	-	5,102,240	665,446	<b>222,888,610</b>	212,533,404
<b>08/31/24</b>	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	<b>232,912,188</b>		4,578,098	510,057	<b>238,000,342</b>	236,515,897
<b>09/30/24</b>	200,465,660	10,083,422	13,640,793	(2,604,073)	6,731,316	9,020,599	2,195,293	3,119,931	1,412,490	<b>244,065,431</b>		4,599,115	467,237	<b>249,131,783</b>	253,824,355
<b>10/31/24</b>	199,164,100	10,215,724	13,139,301	120,020	8,339,738	10,205,183	2,156,865	3,184,673	1,649,861	<b>248,175,465</b>		1,427,221	463,381	<b>250,066,066</b>	254,016,449
<b>11/30/24</b>	170,990,536	10,560,722	13,178,936	6,227	12,029,304	14,853,578	2,488,456	3,219,614	2,194,989	<b>229,522,361</b>		718,257	439,735	<b>230,680,353</b>	243,172,357
<b>12/31/24</b>										0				0	
<b>01/31/25</b>										0				0	
<b>02/28/25</b>										0				0	
<b>03/31/25</b>										0				0	
<b>04/30/25</b>										0				0	
<b>05/31/25</b>										0				0	
<b>06/30/25</b>										0				0	

<sup>1</sup> 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**

<b>DATE</b>	<b>DONOR</b>	<b>DONEE</b>	<b>PURPOSE</b>	<b>TYPE</b>	<b>AMOUNT</b>
11/25/24	3M Open Fund	BLAINE HIGH	Boys Golf Program	General	500.00
12/23/24	Abiding Savior Lutheran Church	BLAINE HIGH	Choir Supplies/Student Scholarships	General	400.00
11/18/24	AHS Swimming and Diving Booster Club Inc	ANOKA HIGH	Additional Coach	General	4,000.00
11/25/24	Allina Health System	BLAINE HIGH	Change to "Chill Zone"	General	500.00
11/18/24	Allina Health Systems	COMPASS	Change to Chill student needs	General	500.00
11/25/24	Allison A & Matthew A Gruhn	CHAMPLIN PARK HIGH	Books/Supplies for Student Book Club	General	1,000.00
12/23/24	American Online Giving Foundation	UNIVERSITY AVE ELEMENTARY	Supplies	General	141.76
11/18/24	American Online Giving Foundation	MCKINLEY ELEMENTARY	Misc. Supplies	General	268.47
11/18/24	Andover Band Boosters Organization	ANDOVER HIGH	Marching Band extra ESA's	General	10,082.19
12/16/24	Andover Center Ice Club	ANDOVER HIGH	Additional coaches	General	4,500.00
12/16/24	Andover Center Ice Club	ANDOVER HIGH	Additional coach- J Leopold	General	4,000.00
12/16/24	Andover Center Ice Club	ANDOVER HIGH	Additional coach- R Olson	General	4,500.00
11/18/24	Andover Football Association	ANDOVER HIGH	Auditorium Lighting System	General	1,700.00
11/25/24	Andover Football Association	ANDOVER HIGH	Signs for Counseling Office	General	750.00
12/16/24	Annabel F Lange	RUM RIVER ELEMENTARY	"Share the Warmth" for 4th grade fleece	General	40.00
11/18/24	Anoka Girls Lacrosse	ANOKA HIGH	Cover New Uniform Cost	General	2,450.00
11/29/24	Anoka Halloween Inc.	OAKVIEW MIDDLE	Music Department Supplies and Materials	General	300.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	BLAINE HIGH	Multi-Cultural Club	General	300.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	BLAINE HIGH	School GSA	General	200.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	CHAMPLIN PARK HIGH	School GSA	General	200.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	COON RAPIDS HIGH	School GSA	General	200.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	Coon Rapids Middle School	School GSA	General	200.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	SUNRISE ELEMENTARY	Classroom supplies	General	350.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	ESC	DAPE - Pedometers	General	200.00
12/16/24	Anoka Hennepin Educational Foundation, Inc.	RIVER TRAIL LEARNING CENTER	Classroom Grant for Eva Jachymowski	General	275.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	ANDOVER HIGH	School GSA	General	200.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	ANOKA HIGH	School GSA	General	200.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	CHAMPLIN PARK HIGH	Science Classroom Supplies	General	500.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	EVERGREEN PARK ELEMENTARY	Gr. 4 Cultural stools	General	500.00
11/25/24	Anoka Hennepin Educational Foundation, Inc.	HOOVER ELEMENTARY	AHEF Grant/Nurturing Dolls/Anne Lubben	General	395.00
12/16/24	Anoka Hennepin Educational Foundation, Inc.	COMPASS	Materials for Service Learning Projects	General	200.00
11/25/24	Anoka Hennepin Educational Foundation, Inc.	ANOKA MIDDLE	Books for Multilingual Students	General	500.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	ANOKA MIDDLE	Headphones for sped	General	500.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	ANOKA MIDDLE	School GSA	General	200.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	JACKSON MIDDLE	School GSA	General	200.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	Northdale Middle	School GSA	General	200.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	OAKVIEW MIDDLE	School GSA	General	200.00
11/29/24	Anoka Hennepin Educational Foundation, Inc.	ROOSEVELT MIDDLE	School GSA	General	200.00

11/25/24	Anoka Hennepin Educational Foundation, Inc.	EISENHOWER ELEMENTARY	Grant/Multicultural Arts Night	General	500.00
11/25/24	Anoka Hennepin Educational Foundation, Inc.	OXBOW CREEK ELEMENTARY	5th Grade Ski Trip	General	500.00
11/29/24	Anoka High School Dance Team Booster Club	ANOKA HIGH	Coach bus to Brainerd	General	1,822.69
11/29/24	Anoka High School Girls Basketball Booster Club	ANOKA HIGH	Bus to Concordia University	General	318.19
11/18/24	Blaine Youth Hockey	MADISON ELEMENTARY	Grade 5 field trip transportation donation	General	2,500.00
11/29/24	Boston Scientific	ADAMS ELEMENTARY	Grant	General	10.00
11/18/24	Brookside Elementary PTO	BROOKSIDE ELEMENTARY	Gr2 Field Trip (\$620); Gr3 Field Trip (\$690)	General	1,310.00
12/16/24	Brookside Elementary PTO	BROOKSIDE ELEMENTARY	Classroom Stools	General	3,588.30
12/16/24	Champlin Dayton Athletic Assn.	DAYTON ELEMENTARY	PE Equipment	General	750.00
12/23/24	Champlin Dayton Athletic Assn.	DAYTON ELEMENTARY	PE Equipment	General	750.00
12/16/24	Champlin Dayton Athletic Assn.	CHAMPLIN/BROOKLYN PARK ACAD.	Phy Ed Equipment	General	750.00
11/18/24	Champlin Park Alpine Ski Team	CHAMPLIN PARK HIGH	2023-2024 Alpine Ski Transportation	General	4,725.00
11/25/24	Champlin Park Baseball Association	CHAMPLIN PARK HIGH	Health/Psychology Class Presentation	General	500.00
12/16/24	Champlin Park Baseball Association	CHAMPLIN PARK HIGH	Bus Transportation to U of M/IB Program	General	500.00
12/16/24	Champlin Park Baseball Association	CHAMPLIN PARK HIGH	Athletic Admin	General	30,000.00
11/18/24	Champlin Park Diamond Club	CHAMPLIN PARK HIGH	Softball Fields	General	10,000.00
12/16/24	Champlin Women of Today Craft Account	CHAMPLIN PARK HIGH	Athletic Equipment	General	1,000.00
11/18/24	Charities Aid Foundation America	ANDOVER HIGH	General Supply Usage	General	82.00
12/16/24	Charities Aid Foundation America	ANDOVER HIGH	General Supply Usage	General	82.00
11/29/24	Charities Aid Foundation America	BLAINE HIGH	General School Supplies	General	70.00
12/16/24	Charities Aid Foundation America	BLAINE HIGH	General School Supplies	General	70.00
12/16/24	Charities Aid Foundation America	BLAINE HIGH	General School Supplies	General	40.00
11/25/24	Charities Aid Foundation America	BLAINE HIGH	General School Supplies	General	40.00
11/18/24	Charities Aid Foundation America	COON RAPIDS HIGH	general supplies	General	40.00
11/29/24	Charities Aid Foundation America	COON RAPIDS HIGH	general supplies	General	40.00
11/29/24	Charities Aid Foundation America	COON RAPIDS HIGH	general supplies	General	40.00
11/29/24	Charities Aid Foundation America	COON RAPIDS HIGH	general supplies	General	40.00
11/18/24	Charities Aid Foundation America	ANOKA MIDDLE	Non-Instructional Supplies	General	20.00
12/16/24	Charities Aid Foundation America	ANOKA MIDDLE	Non-instructional supplies	General	20.00
11/18/24	Charities Aid Foundation America	ANDOVER ELEMENTARY	Classroom Supplies	General	20.00
11/18/24	Charities Aid Foundation America	ANDOVER ELEMENTARY	Classroom Supplies	General	20.00
11/18/24	Charities Aid Foundation America	ANDOVER ELEMENTARY	Classroom Supplies	General	10.00
11/18/24	Charities Aid Foundation America	ANDOVER ELEMENTARY	Classroom Supplies	General	20.00
11/29/24	Charities Aid Foundation America	ANDOVER ELEMENTARY	Classroom Supplies	General	20.00
12/23/24	Charities Aid Foundation America	ANDOVER ELEMENTARY	Classroom Supplies	General	20.00
11/18/24	Charities Aid Foundation America	DAYTON ELEMENTARY	supplies as needed	General	10.00
12/16/24	Charities Aid Foundation America	EISENHOWER ELEMENTARY	Student Incentives	General	10.00
11/18/24	Charities Aid Foundation America	MCKINLEY ELEMENTARY	Misc. Supplies	General	25.00
11/18/24	Charities Aid Foundation America	RUM RIVER ELEMENTARY	General/Student Supplies	General	10.00
12/16/24	Charities Aid Foundation America	RUM RIVER ELEMENTARY	General Supplies	General	10.00
11/1824	Charities Aid Foundation America	CHAMPLIN PARK HIGH	Student Recognition	General	12.00
12/16/24	Charities Aid Foundation America	DAYTON ELEMENTARY	School/student supplies as needed	General	10.00
11/29/24	Charities Aid Foundation America	DAYTON ELEMENTARY	School/student supplies as needed	General	10.00

12/16/24	Charities Aid Foundation America	DAYTON ELEMENTARY	School/student supplies as needed	General	10.00
11/18/24	Charities Aid Foundation America	JACKSON MIDDLE	general supplies	General	12.00
11/29/24	coon rapids lions foundation	ADAMS ELEMENTARY	Lions for literacy	General	1,619.00
11/29/24	Coon Rapids Lions Foundation	EISENHOWER ELEMENTARY	Bango for Books	General	1,599.00
11/29/24	Coon Rapids Lions Foundation	Sand Creek Elementary	Student Books	General	1,830.00
11/29/24	Coon Rapids Lions Foundation, Inc.	HOOVER ELEMENTARY	To purchase books for each student	General	1,534.00
11/29/24	Coon Rapids Lions Foundation, Inc.	LINCOLN ELEMENTARY	Purchase books for students	General	1,511.00
12/16/24	Coon Rapids Lions Foundation, Inc.	MISSISSIPPI ELEMENTARY	Use to provide books for each student	General	1,427.00
11/29/24	Coon Rapids Lions Foundation, Inc.	MORRIS BYE ELEMENTARY	Birthday Books for Students	General	1,550.00
12/16/24	Coon Rapids Lions Foundation, Inc.	UNIVERSITY AVE ELEMENTARY	Purchase books for Bango for books	General	1,820.00
12/16/24	Coon Rapids Super Senior Club	ECFE	Sensory, Puzzles, books	General	350.00
12/23/24	CRHS Boys Basketball Boosters	COON RAPIDS HIGH	Addition Coaches	General	11,433.86
12/23/24	CRHS Girls Basketball Booster Club	COON RAPIDS HIGH	Addition Coaches	General	4,918.00
11/29/24	Crooked Lake Elementary PTO	CROOKED LAKE ELEMENTARY	Be The Kind Kid	General	3,500.00
12/16/24	Culver's of Blaine	ROOSEVELT MIDDLE	school improving plan	General	520.00
11/25/24	Dayton Elementary PTO	DAYTON ELEMENTARY	spirit t-shirts for staff and students	General	404.00
11/25/24	Elizabeth A. Therkindsen	UNIVERSITY AVE ELEMENTARY	Art Supplies	General	100.00
11/25/24	Front Stream SPV LLC	BLAINE HIGH	General School Supplies	General	71.00
11/18/24	Genevieve Eidem	COON RAPIDS HIGH	Theater Dept	General	250.00
11/18/24	Happy Beans	MCKINLEY ELEMENTARY	Field Trips	General	484.00
11/29/24	Husky Hoops	ANDOVER HIGH	Additional coaches	General	2,300.00
12/16/24	JAMES D. or PAMELA S. DEAL	ANDOVER HIGH	Grad Ceremony Supplies	General	1,000.00
12/23/24	Kopp Family Foundation	ANOKA HIGH	RAK funds	General	1,000.00
11/25/24	Kristin Shively	STEP	Classroom Instruction/Car Maintenance	General	60.00
11/29/24	McKinley PTO	MCKINLEY ELEMENTARY	Technology purchase	General	48,870.55
12/29/24	Might Cause	ESC	Supplies	General	40.00
11/29/24	Minnesota Historical Society	HAMILTON ELEMENTARY	Student Field Trip Assistance/Transportation	General	400.00
11/29/24	Minnesota Viking Football	Community Education	Girls Flag Football Program	General	2,500.00
11/25/24	Mississippi Elementary PTO	MISSISSIPPI ELEMENTARY	Towards Field trip	General	8,760.00
12/16/24	Monroe PTO	MONROE ELEMENTARY	Grade 2 Field Trip	General	420.00
12/16/24	Morris Bye Parent Teacher Organization	MORRIS BYE ELEMENTARY	Bus for 5th Field Trip	General	540.00
11/18/24	Oxbow Creek Home and School Assoc (PTO)	OXBOW CREEK ELEMENTARY	installation of 4 new basketball hoops	General	20,345.00
12/13/24	Palmer Lake VFW Post 3915	JACKSON MIDDLE	general supplies	General	1,000.00
12/23/24	Palmer Lake VFW Post 3915	MONROE ELEMENTARY	General donation	General	1,000.00
12/16/24	Podium Sports Marketing Inc	ANOKA HIGH	Porta Potties at Goodrich	General	140.00
11/29/24	Podium Sports Marketing, Inc	ANOKA HIGH	Porta Potties at Goodrich	General	250.00
12/16/24	Project Lead the Way, Inc.	MONROE ELEMENTARY	Program Expansion	General	5,000.00
12/16/24	RAFT	RUM RIVER ELEMENTARY	Buy Chromebook	General	16,375.00
11/29/24	Ramsey PTO	RAMSEY ELEMENTARY	Paper replacement costs	General	168.85
11/18/24	Sand Creek PTO	Sand Creek Elementary	Classroom Supplies	General	5,540.00
11/25/24	Steven Christensen	OXBOW CREEK ELEMENTARY	General Student Needs	General	150.00
11/18/24	The Blackbaud Giving Fund	LINCOLN ELEMENTARY	Student supplies	General	25.00
11/18/24	The Blackbaud Giving Fund	LINCOLN ELEMENTARY	Student supplies	General	530.00

11/18/24	The Blackbaud Giving Fund	OXBOW CREEK ELEMENTARY	General School Supplies for students.	General	70.00
11/18/24	The Blackbaud Giving Fund	OXBOW CREEK ELEMENTARY	School supplies	General	325.00
11/25/24	The Blackbaud Giving Fund	OXBOW CREEK ELEMENTARY	Student supplies	General	330.00
11/18/24	The Blackbaud Giving Fund	ANDOVER HIGH	General Supply Usage	General	75.00
12/16/24	The Blackbaud Giving Fund	CHAMPLIN PARK HIGH	Student Recognition	General	66.00
12/16/24	The Blackbaud Giving Fund	CHAMPLIN PARK HIGH	Student Recognition	General	44.00
11/18/24	The Blackbaud Giving Fund	ANDOVER ELEMENTARY	Classroom Supplies	General	100.00
11/18/24	The Blackbaud Giving Fund	ANDOVER ELEMENTARY	Classroom Supplies	General	40.00
11/18/24	The Blackbaud Giving Fund	CHAMPLIN/BROOKLYN PARK ACAD.	Student Supplies	General	30.00
12/16/24	The Blackbaud Giving Fund	CHAMPLIN/BROOKLYN PARK ACAD.	Student Supplies	General	30.00
11/29/24	The Blackbaud Giving Fund	HAMILTON ELEMENTARY	Student general supplies	General	50.00
12/16/24	The Blackbaud Giving Fund	LINCOLN ELEMENTARY	Student supplies	General	600.00
11/18/24	The Blackbaud Giving Fund	MCKINLEY ELEMENTARY	misc. supplies	General	105.00
11/18/24	The Blackbaud Giving Fund	RUM RIVER ELEMENTARY	General/Student Supplies	General	100.00
11/18/24	The Blackbaud Giving Fund	Sand Creek Elementary	Classroom Supplies	General	150.00
11/18/24	The Blackbaud Giving Fund	CHAMPLIN PARK HIGH	Student Recognition	General	66.00
11/18/24	The Blackbaud Giving Fund	CHAMPLIN PARK HIGH	Student Recognition	General	48.00
11/18/24	The Blackbaud Giving Fund	CHAMPLIN PARK HIGH	Student Recognition	General	48.00
11/18/24	The Blackbaud Giving Fund	ANDOVER HIGH	General Supply Usage	General	70.00
12/16/24	The Blackbaud Giving Fund	ANDOVER HIGH	General Supply Usage	General	50.00
12/16/24	The Blackbaud Giving Fund	ANDOVER HIGH	General Supply Usage	General	70.00
12/09/24	Tiffany Carlson	HOOVER ELEMENTARY	supplies as needed	General	9.49
11/18/24	Zen Educate	ESC	lunch for the Elementary Principal & AP group	General	800.00

\*MATERIAL, EQUIPMENT, OR LABOR DONATION

TOTAL \$ 256,501.35

STUDENT ACTIVITIES

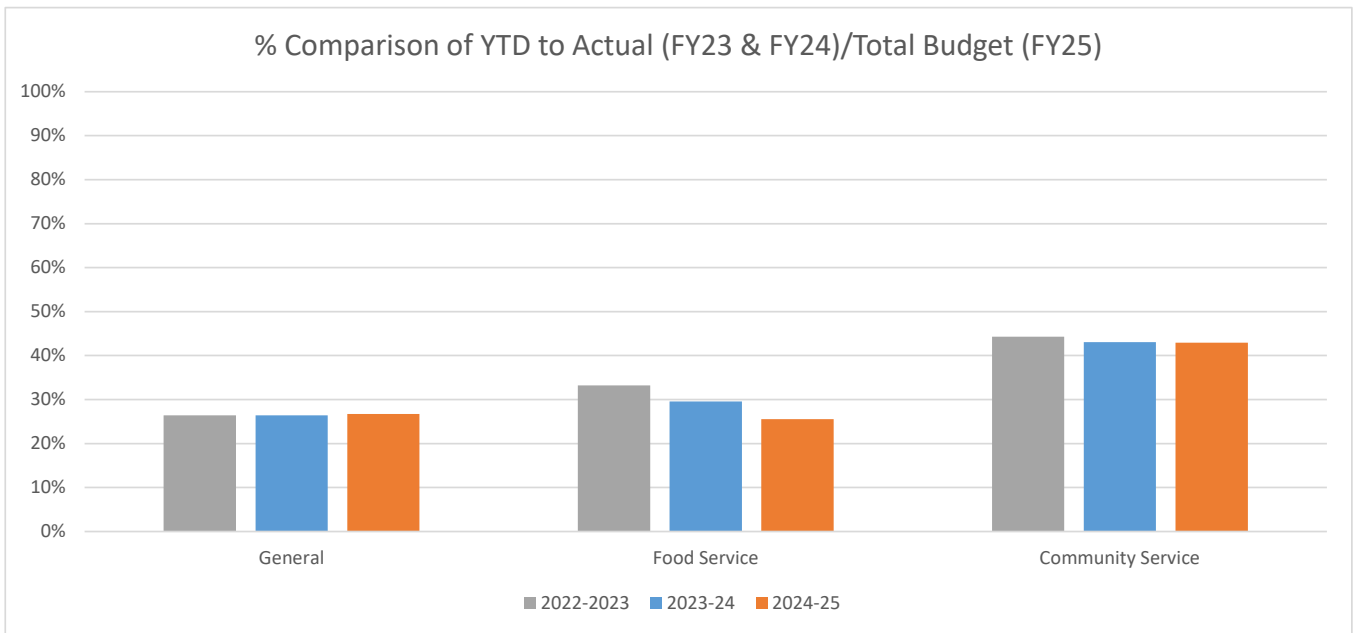
DATE	DONOR	DONEE	PURPOSE	TYPE	AMOUNT
			TOTAL		

## SCHOLARSHIP DONATIONS

DATE	DONOR	DONEE	PURPOSE	TYPE	AMOUNT
	Mark Bonnel & Douglas Dehn	Anoka High School	Class of '67 Scholarship	Scholarship	4,000.00
	Claudia E Bomier	Anoka High School	BBC Scholarship	Scholarship	10,000.00
	Bruce Bomier	Anoka High School	BBC Scholarship	Scholarship	10,000.00
	Wanda Fingalson	Anoka High School	Sonja Chamberlain Music Schalarship	Scholarship	1,000.00
	Graco Foundation	STEP	Grace Foundation	Scholarship	500.00
			SCHOLARSHIP TOTALS		<u>\$ 25,500.00</u>
			TOTAL DONATIONS		<u>\$ 282,001.35</u>

**Anoka-Hennepin ISD #11  
Statement of Revenues  
For the month ended November 30, 2024**

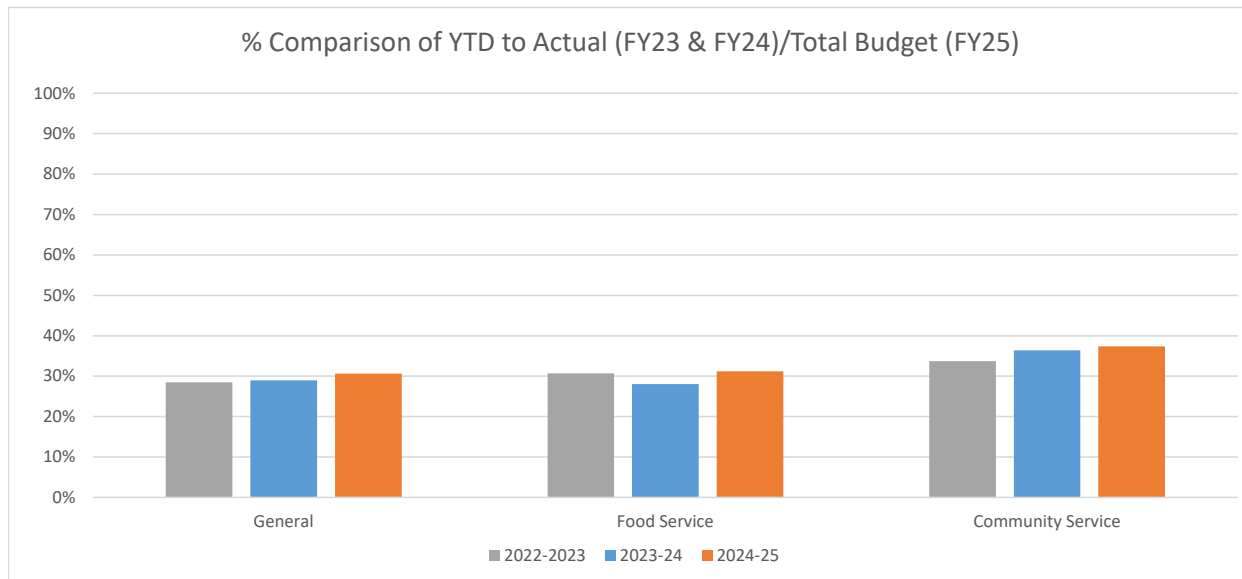
Fund	Month to Date	Year to Date	Budget	FY23 YTD is % of Budget FY21 & FY22 YTD is % of Actual		
				2024-25	2023-24	2022-2023
General	37,392,486	171,421,794	641,410,751	27%	26%	26%
Food Service	3,381,450	7,578,266	29,629,662	26%	30%	33%
Community Service	2,842,026	12,875,199	30,002,421	43%	43%	44%
Building Construction <sup>1</sup>	15,878	100,124	20,000	501%	814%	18367%
Debt Service	4,234,694	8,264,456	15,452,017	53%	53%	54%
Trust	-	-	750,000	0%	0%	0%
<b>Total All Funds</b>	<b>\$ 47,866,534</b>	<b>\$ 200,239,840</b>	<b>\$ 717,264,851</b>	<b>28%</b>	<b>28%</b>	<b>28%</b>



<sup>1</sup>Conservative budgeting

**Anoka-Hennepin ISD #11  
Statement of Expenditures  
For the month ended November 30, 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
				<b>General</b>		
Salaries & Benefits	63,134,483	156,808,628	539,851,293	29%	26%	26%
Purchased Services	6,818,707	15,122,275	67,495,098	22%	27%	27%
Supplies	1,374,351	14,201,138	26,212,772	54%	56%	53%
Capital Expenditures	2,104,379	16,002,947	24,765,410	65%	74%	48%
Other Exp & Transfers	122,611	1,015,779	4,058,066	25%	20%	23%
<b>Total General Fund</b>	<b>\$ 73,554,530</b>	<b>\$ 203,150,768</b>	<b>\$ 662,382,639</b>	<b>31%</b>	<b>29%</b>	<b>29%</b>
<b>Food Service</b>						
Food Service	3,175,261	9,205,679	29,522,260	31%	28%	31%
Community Service	3,107,127	11,330,047	30,326,421	37%	36%	34%
Building Construction	838,635	3,188,200	4,175,430	76%	87%	35%
Debt Service	-	3,995,751	15,442,703	26%	27%	28%
Trust	-	-	750,000	0%	0%	0%
<b>Total All Funds</b>	<b>\$ 80,675,553</b>	<b>\$ 230,870,446</b>	<b>\$ 742,599,453</b>	<b>31%</b>	<b>30%</b>	<b>29%</b>





✉ 2727 N Ferry St. • Anoka, MN 55303

☎ 763-506-1000 • Fax: 763-506-1013

💻 [ahschools.us](http://ahschools.us)

MEMO

Date: December 11, 2024

To: Anoka-Hennepin ISD #11 Board of Directors

From: Jennifer Beck, Director of Finance

Re: Prior Approval for Release of Payments in 2025

Due to the occasionally altered schedule of School Board meetings during the year, the cut-off for payment of the district's obligations may fall after scheduled meeting dates. Business Service requests advance approval from the School Board to release payments that do not coincide with a School Board meeting or work session in 2025. This action ensures compliance with the M.S. 471.425 prompt payment requirement. A complete list of the bills paid is presented at the next scheduled School Board meeting or work session. All payments are available for review prior to School Board approval at the request of the School Board treasurer.

**SCHOOL BOARD**

Zach Arco, Co-Chair   Kacy Deschene, Co-Chair   Jeff Simon, Clerk   Matt Audette, Treasurer   Linda Hoekman, Director   Michelle Langenfeld, Director

## Anoka-Hennepin ISD 11 Investment Report for Calendar Year 2024

The investment of District funds was made in compliance with School Board Investment Policy 705.1. This policy defers to Minnesota Statute 118A and requires adherence to any other applicable law or written administrative procedures.

The primary criteria for the investment of the funds of the school district, in priority order, are as follows:

1. **Safety and Security:** The safety of the principal is the first priority. The investments of the school district shall be undertaken in a manner that seeks to ensure the preservation of the capital in the overall investment portfolio.
2. **Liquidity:** The funds shall be invested to assure that funds are available to meet immediate payment requirements, including payroll, accounts payable, and debt service.
3. **Return and Yield:** The investments shall be managed in a manner to attain a market rate of return through various economic and budgetary cycles while preserving and protecting the capital in the investment portfolio and taking into account constraints on risk and cash flow requirements.

The District funds invested in the calendar year 2024 totaled \$0 with \$0 maturing in 2024. The investment interest earned for 2024 was \$0.00.

A comparison to prior years is shown below:

	Total Invested	Current Year	Subsequent Year	YTD Interest Earned	Average Length of Investment	Average Annual Yield
2022	\$ 50,000,000	\$ 50,000,000	\$ 0	\$ 40,452	235	0.23%
2023	\$ 10,000,000	\$ 10,000,000	\$ 0	\$ 400,866	274	5.34%
2024	\$ 0	\$ 0	\$ 0	\$ 0	0	0.00%

Typically, our district considers investment in MSDLAF+ Term fixed-rate instruments, which are specifically designed to offer school districts competitive rates compared to the more liquid accounts within the Minnesota School District Liquid Asset Fund. However, after a thorough review of the available rates, we determined that our existing Liquid and MAX accounts offered higher returns while providing significantly greater flexibility.

For context, the average rates for the Liquid and MAX accounts in 2024 were 5.01% and 5.10%, respectively. The Liquid account provides immediate access to funds, while the MAX account, which requires a 14-day redemption period, offers a slight premium in yield. These rates were on par with what could be achieved through term fixed-rate investments, which would have required us to lock in funds for a set duration, limiting our financial agility.

Certificates of Deposit have not been competitive with the Term investment option and were not a viable investment option for 2024.

Jennifer Beck  
Director of Finance

**MEMORANDUM OF UNDERSTANDING**  
**For School Resource and Prevention Program Officer Services**  
**Between the Anoka-Hennepin School District No. 11**  
**and the City of Brooklyn Park**  
**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 and the City of Brooklyn Park (hereafter referred to as “City”), 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.

C000706

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 by becoming a member of the educational team where appropriate, and by representing the law enforcement community to build 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 CITY.** City shall employ (or assign), in accordance with applicable state statutes, a police officer(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 City in consultation with the principals in the area or City covered by this contract. City shall assume all obligations and payments with regard to officers' salaries and benefits including worker's compensation, PERA, withholding taxes, etc. District will reimburse City as defined in paragraph 15 of this document. The SRO shall, at all times, remain employed by the Brooklyn Park Police Department. 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 and any individual officer, investigator, sworn peace officer, community service officer, or other officer in the Brooklyn Park Police Department or any other law enforcement agency working with the Brooklyn Park Police Department, nor does this Agreement create any employer-employee relationship, independent contractor relationship, or services agreement with any individual.
2. **TERM OF CONTRACT.** The initial term of this contract shall be from September 3, 2024, to June 6, 2025 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 City. Standards of performance, discipline of the officer assigned, and other internal matters shall be under the authority of City. Upon request, the District shall provide the City with an appraisal of the services received. The City 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 SRO will respond to emergency calls within the boundaries of City and attend police training and special duties as assigned by City 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 City with a school calendar. SRO services will be provided during regular school hours in the school district on all student contact days. Each day the SRO works in excess of eight hours shall be paid according to the officer's contract, providing such additional time has been approved in advance by City and District. Blanket approvals will not be accepted.
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. Officers may respond to calls to all schools in the city of Brooklyn Park, although 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, prevent damage to property, 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 of school rules 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 presents an imminent threat to the health, safety, and security of the student or another person.
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 City 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.** City 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 when they become available. The SRO shall also receive any training as required by law for SROs, including trainings 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.** Upon written request from the District, the Brooklyn Park Police Department shall provide the District with an SRO activity report during the specified period of time not to exceed one school year. The report should include descriptions of the following activities engaged in by the SRO: classroom presentations, scheduled meetings (with staff, parents, committees), calls for service, arrests, and citations.
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 \$72,584. Request for payment should be submitted by July 1, 2025, which the District shall pay within 30 days of receipt of said request.
16. **INDEMNIFICATION.** City agrees to defend, indemnify, and hold harmless the District, its 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 except in the event such claims, causes of action, lawsuits, damages, losses or expenses are related to the negligent or willful actions of the District or its agents, officials, employees, invitees or representatives. Nothing herein shall be deemed a waiver by either party of the limitations on liability set forth in Minnesota Statutes, Chapter 466.

The District agrees to defend, indemnify, and hold harmless the City, its 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 District pursuant to the terms of this Agreement except in the event such claims, causes of action, lawsuits, damages, losses or expenses are related to the negligent or willful actions of the City or its agents, officials, employees, invitees or representatives. Nothing herein shall be deemed a waiver by either party of the limitations on liability set forth in Minnesota Statutes, Chapter 466.

17. **SERVICE TO SCHOOLS.** The following secondary school(s) shall receive SRO services as a result of this contract:

Champlin Park High School

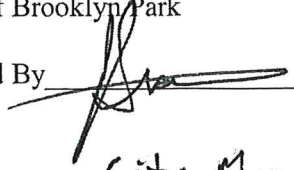
The following elementary school(s) shall receive Prevention Program services as a result of this contract:

Monroe Elementary School  
Oxbow Creek 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 Brooklyn Park

Signed By  \_\_\_\_\_

Title: City Manager

Date: 9-9-24

City of Brooklyn Park

Signed By \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

City of Brooklyn Park

Signed By  \_\_\_\_\_

Title: Mayor

Date: 9/27/2024

Anoka-Hennepin School District No. 11

Signed By \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**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

Mike George, Principal	Champlin Park High School	763-506-6801
Amy Oliver, Principal	Monroe Elementary	763-506-3601
Missy Monson, Principal	Oxbow Creek Elementary	763-506-3801

**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](mailto:greg.cole@ahschools.us)

### Application for Cooperative Sponsorship

**Deadline: Not later than 30 days prior to the first day of practice for that sport season.**  
 PLEASE SEE BYLAW 403.2 (A-C) and 403.4 (A-D) (amended May 15, 2017) FOR INFORMATION REGARDING REQUIRED DOCUMENTATION AND APPLICATION PROCEDURE

The governing boards of each participating school must jointly make application for cooperative sponsorship.

On behalf of the following schools, we hereby apply for cooperative sponsorship of **Lacrosse-Girls** beginning with the **2024 - 2025** school year. (activity) (boys' or girls') (Adapted-CI or PI)

List **ALL** schools included in the cooperative sponsorship. *Attach another form if necessary.*

	School	Enrollment (9-12)*	City	Administrative Region**	Competitive Section**
High School #1:	Coon Rapids High School	1973	Coon Rapids	5AA	Class A, Section 7
High School #2:	Spring Lake Park High School	1964	Spring Lake Park	5AA	Class A, Section 7
High School #3:					
High School #4:					

\*Enrollment reported to the State of Minnesota on October 1 of the previous school year.

\*\*Current (Number and Class)

1. Do any of the above schools belong to a conference in this activity?  
 **Yes** This application must include a review and comments from the conference(s) of which the schools are members.  
 **No**
2. Do any of the above schools currently have a cooperative agreement in this activity?  
 **Yes** An application for dissolution must be submitted for the existing agreement.  
 **No**
3. Describe the conditions which have prompted your request to co-sponsor this activity. (See model resolution at [www.mshsl.org/About MSHSL/Membership Information: A History & Model Resolution for School Boards](http://www.mshsl.org/About%20MSHSL/Membership%20Information%20A%20History%20&%20Model%20Resolution%20for%20School%20Boards))

**Low Participation (Without this co-op, CRHS will not be able to offer girls lacrosse to our student athletes)**

4. List the number of students, by grade level, who participated in this activity during the previous year. *If the school did not sponsor the program last year, indicate the number of students expected to participate in this cooperatively-sponsored activity this year if approved.*

	7th	8th	9th	10th	11th	12th
High School #1	0	0	1	4	6	11
High School #2	3	2	17	12	9	5
High School #3						

5. Team Identification: (Indicate how cooped schools should be identified in tournament programs): **Spring Lake Park Girls Lacrosse**
6. Team Colors: **Royal, Scarlet, White** Team Mascot: **Panthers**
7. Host School (school that will receive revenue share check): **Spring Lake Park High School**

Board of Education (or designee)	School	Date
Signed _____	_____	_____
Signed _____	_____	_____
Signed _____	_____	_____
Signed _____	_____	_____

**Official Action of the MSHSL Board of Directors**

Approved
  Not Approved

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
 MSHSL Executive Director



# State of Minnesota

## Joint Powers Agreement

SWIFT Contract Number: 260706

This Joint Powers Agreement (“Agreement”) is between the State of Minnesota, acting through its Commissioner of Department of Education (“State” or “MDE”) and Anoka Hennepin Public Schools ISD #11 (“Governmental Unit”). The State and Governmental Unit may be referred to jointly as “Parties.”

### Recitals

Under Minnesota Statutes § 471.59, subd. 10, the State is empowered to engage such assistance as deemed necessary. The State is in need of K-12 arts educators to engage in locally designed pilot action initiatives to address inequities in arts education curriculum, practices, and policies as identified through the Culturally Responsive Arts Education (“CRAE”) Arts Equity Audit.

### Agreement

#### 1. Term of Agreement

- 1.1 Effective Date: Upon execution, the final date the State obtains all required signatures under Minn. Stat. § 16C.05, subd. 2.
- 1.2 Expiration Date: September 30, 2025, or until all obligations have been satisfactorily fulfilled, whichever occurs first.

#### 2. Agreement between the Parties

Independent School District (“ISD”) 11, who is not a State employee, will provide one (1) staff person to serve as Culturally Responsive Arts Education (“CRAE”) Cohort Member(s). The CRAE Cohort Member will perform the following duties:

- 2.1 CRAE Cohort Member(s) for this district will be Bree Nieland, at Andover High School, or their successor. MDE must be notified in writing and must approve of staff changes prior to any CRAE Cohort Member being changed and/or replaced.
- 2.2 The CRAE Cohort Member(s) will implement, monitor, and assess the Pilot Action Initiative (“PAI”) plan that is attached and incorporated into this Agreement as Exhibit A to address the following two (2) outcomes that were identified during the district’s CRAE Arts Equity Audit:
  - 2.2.1 Level 1 art students will have access to contemporary artists (via guest artist(s) opportunities) and will learn how working artists publicly present their work.
  - 2.2.2 Level 1 art students will have opportunities to present their own work and be recognized as an artist in and outside the school community.

- 2.3 CRAE Cohort Member(s) will be responsible for implementing all action steps outlined in their PAI including, but is not limited to procuring items and/or services (such as materials, vendors, facilitators/artists), timelines, and budgets in accordance with district policies and procedures.
- 2.4 Funding will only be used to support the completion of the outcomes and action steps identified in this district's PAI that includes but are not limited to purchasing materials, teacher extended time, substitute teacher reimbursement, guest artists, professional development facilitators, professional development training/conferences, and other identified supports. Funding cannot be used to supplement teacher FTE or capital projects. Any adjustments to the PAI will need to be approved in writing by an MDE Arts & Equity Specialist *before expenses are incurred*. MDE will determine whether this Agreement needs to be amended due to PAI changes.
- 2.5 CRAE Cohort Member(s) will meet for approximately one (1) hour monthly with MDE Arts & Equity Specialists to provide progress updates on action steps, timeline, and budget. The monthly meetings can be in-person or virtual as mutually agreed upon between the MDE Arts & Equity Specialist(s) and the Governmental Unit. MDE will provide the meeting platform if meeting virtually. CRAE Cohort Member(s) should schedule this time with the MDE Authorized Representative, Nora Schull, through her Microsoft booking calendar.
- 2.6 CRAE Cohort Member(s) will attend three (3) MDE provided in-person professional development trainings. Additional information such as the location and training duration will be provided as MDE finalizes these trainings. It is anticipated for these trainings to be held in January, April and June in calendar year 2025.
- 2.7 CRAE Cohort Member(s) will provide a mid-year evaluation report on action steps, timeline, and budget. MDE will provide the mid-year evaluation report template that should be completed and returned to MDE no later than February 28, 2025.
- 2.8 Any materials developed under this Agreement will be shared with MDE before the Agreement expiration date.
- 2.8.1 MDE may use the materials developed under this Agreement as a resource library. Any materials MDE will use as a resource may be updated by MDE to meet Accessibility Standards under clause 12 before any materials are incorporated into a resource library. The parties acknowledge and agree that MDE's use and/or modification of Governmental Unit's materials is permitted under the license granted in clause 16.2 of this Agreement.
- 2.9 Cohort Member(s) will submit a final evaluation report using the MDE provided final evaluation template for the PAI to MDE and any materials generated under this Agreement within two weeks of the Agreement expiration date. MDE will ensure the final evaluation report meets accessibility standards.
- 2.10 The Governmental Unit will not be responsible for meeting Accessibility Standards under clause 12.

All work needs to be completed on or before September 30, 2025.

Minnesota Department of Education ("MDE") will perform the following duties:

- 2.11 An MDE Arts & Equity Specialist will provide technical assistance to CRAE Cohort Member(s) throughout the duration of the Pilot Action Initiative implementation.
- 2.12 An MDE Arts & Equity Specialist will provide CRAE Cohort Member(s) support through monthly coaching meetings and professional development throughout the duration of the Pilot Action Initiative.
- 2.13 An MDE Arts & Equity Specialist will provide the CRAE Cohort Member(s) with a mid-year and end of year evaluation report template that must each be completed by the district.

### 3. Consideration and Payment

- 3.1 Consideration. The State will pay for performance by the Governmental Unit under this Agreement as follows:

3.1.1 Compensation. The Governmental Unit will be paid based on services rendered during the prior invoiced timeline following the budget under Exhibit A for an amount not to exceed \$41,000.00 for services.

3.1.2 Total Obligation. The total obligation of the State for all compensation and reimbursements to the Governmental Unit under this Agreement will not exceed \$41,000.00.

- 3.2 Payment.

3.2.1 Invoices. The State will promptly pay the Governmental Unit after the Governmental Unit presents an itemized invoice for the goods received or services actually performed, and the State's Authorized Representative accepts the invoiced goods or services. Invoices should be submitted timely and according to the following timeline.

The Governmental Unit should submit three (3) invoices upon completion of the services under Clause 2 *Agreement between the Parties* and Exhibit A. Invoice timeline is as follows:

- First invoice is for services rendered from Agreement execution date through March 31, 2025.
- Second invoice is for services rendered from April 1, 2025 through June 30, 2025.
- Third invoice is for services rendered from July 1, 2025 through September 30, 2025.

Invoices for services successfully rendered are due no later than three (3) weeks after each invoice timeline has ended to: [MDE Accounts Payable Department](mailto:MDE.AccountsPayable@state.mn.us) (MDE.AccountsPayable@state.mn.us).

The preferred method of obtaining an invoice from a Governmental Unit is by email. The subject line of the email with the invoice attached should contain the MDE's Authorized Representative's name and Agreement/Contract number.

Each invoice should include the following information:

- MDE's Authorized Representative's name;
- The SWIFT Agreement/Contract number;
- Dates of service with the itemized corresponding amount; and
- An itemized description of services performed.

***Should an invoice need to be submitted via U.S. Mail, please use the following address:***

Minnesota Department of Education  
 Attn: Accounts Payable Department  
 400 NE Stinson Blvd.  
 Minneapolis, MN 55413

3.2.2 Conditions of payment. All services delivered by the Governmental Unit under this Agreement must be performed to the State's satisfaction and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations including business registration requirements of the Office of the Secretary of State. The Governmental Unit will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

#### **4. Authorized Representatives**

The State's Authorized Representative is Nora Schull, Arts & Equity Specialist, 400 NE Stinson Blvd., Minneapolis, MN 55413, 651-582-8585, or her successor.

The Governmental Unit's Authorized Representative is Michelle Vargas, Chief Financial Officer, 2727 North Ferry Street, Anoka, MN 55303, 763-506-1164, or her successor.

#### **5. Assignment, Amendments, Waiver, and Contract Complete.**

- 5.1 Assignment. The Governmental Unit may neither assign nor transfer any rights or obligations under this Agreement without the prior consent of the State and a fully executed assignment agreement, executed and approved by the authorized parties or their successors.
- 5.2 Amendments. Any amendment to this Agreement must be in writing and will not be effective until it has been executed and approved by the authorized parties or their successors.
- 5.3 Waiver. If the State fails to enforce any provision of this Agreement, that failure does not waive the provision or its right to enforce it.
- 5.4 Contract Complete. This Agreement contains all negotiations and agreements between the State and the Contractor. No other understanding regarding this Agreement, whether written or oral, may be used to bind either party.

#### **6. Indemnification.**

- 6.1 In the performance of this Agreement, the Indemnifying Party must indemnify, save, and hold harmless the State, its agents, and employees, from any claims or causes of action, including attorney's fees incurred by the State, to the extent caused by Indemnifying Party's:
- Intentional, willful, or negligent acts or omissions; or

- Actions that give rise to strict liability; or
- Breach of contract or warranty.

The Indemnifying Party is defined to include the Governmental Unit, the Governmental Unit's reseller, any third party that has a business relationship with the Governmental Unit, or Governmental Unit's agents or employees, and to the fullest extent permitted by law. The indemnification obligations of this section do not apply in the event the claim or cause of action is the result of the State's sole negligence. This clause will not be construed to bar any legal remedies the Indemnifying Party may have for the State's failure to fulfill its obligation under this Agreement.

6.2 Nothing within this Agreement, whether express or implied, shall be deemed to create an obligation on the part of the State to indemnify, defend, hold harmless or release the Indemnifying Party. This shall extend to all agreements related to the subject matter of this Contract, and to all terms subsequently added, without regard to order of precedence.

## 7. State Audits.

Under Minn. Stat. § 16C.05, subd. 5, the Governmental Unit's books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by the State, the State Auditor, or Legislative Auditor, as appropriate, for a minimum of six years from the expiration or termination of this Agreement.

## 8. Government Data Practices.

The Governmental Unit and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, (or, if the State contracting party is part of the Judicial Branch, with the Rules of Public Access to Records of the Judicial Branch promulgated by the Minnesota Supreme Court as the same may be amended from time to time) as it applies to all data provided by the State under this Agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Governmental Unit under this Contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data governed by the Minnesota Government Practices Act, Minn. Stat. Ch. 13, by either the Governmental Unit or the State.

If the Governmental Unit receives a request to release the data referred to in this clause, the Governmental Unit must immediately notify and consult with the State's Authorized Representative as to how the Governmental Unit should respond to the request. The Governmental Unit's response to the request shall comply with applicable law.

## 9. Venue

Venue for all legal proceedings out of this Agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

## 10. Termination

10.1 Termination. The State or the Governmental Unit may terminate this agreement at any time, with or without cause, upon 30 days' written notice to the other party.

10.2 Termination for Insufficient Funding. The State may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, or other funding source; or if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Governmental Unit. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Governmental

Unit will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Governmental Unit notice of the lack of funding within a reasonable time of the State's receiving that notice.

#### **11. E-Verify Certification (in accordance with Minn. Stat. § 16C.075).**

For services valued in excess of \$50,000, the Governmental Unit certifies that as of the date of services performed on behalf of the State, Governmental Unit and all its subcontractors will have implemented or be in the process of implementing the federal E-Verify Program for all newly hired employees in the United States who will perform work on behalf of the State. The Governmental Unit is responsible for collecting all subcontractor certifications and may do so utilizing the E-Verify Subcontractor Certification Form available at <http://www.mmd.admin.state.mn.us/doc/EverifySubCertForm.doc>. All subcontractor certifications must be kept on file with Governmental Unit and made available to the State upon request.

#### **12. Accessibility Standards**

The State of Minnesota (Executive branch state agencies) has developed IT Accessibility Standard effective September 1, 2010. The standard entails, in part, the Web Content Accessibility Guidelines (WCAG) 2.1 (Level AA) and Section 508 which can be viewed at: <https://mn.gov/mnit/government/policies/accessibility/>. The standard related to accessible documents can be viewed at: [Expectations for Accessible Documents \(Updated May 2024\) \(mn.gov\)](#).

The Standards apply to web sites, software applications, electronic reports and output documentation, training delivered in electronic formats (including, but not limited to, documents, videos, and webinars), among others. As upgrades are made to the software/products/subscriptions available through this Agreement, the Governmental Unit agrees to develop functionality which supports accessibility. If any issues arise due to nonconformance with the above mentioned accessibility Standards, the Governmental Unit agrees to provide alternative solutions upon request at no additional charge to the State.

When updates or upgrades are made to the products or services available through this Agreement, the Governmental Unit agrees to document how the changes will impact and/or improve the product's/service's accessibility and usability. This documentation, upon request, must be provided to the State in advance of the change, occurring within an agreed upon timeframe sufficient for the state to review the changes and either approve them or request a remediation plan from the Governmental Unit. If agreed-upon updates fail to improve the product or service's accessibility or usability as planned, the failure to comply with this requirement may be cause for contract cancellation or for the State to consider the Governmental Unit in default.

- a. For additional information on how to make your documents accessible please visit the following link [Accessible Electronic Documents / Minnesota IT Services \(mn.gov\)](https://mn.gov/mnit/about-mnit/accessibility/electronic-documents/) (<https://mn.gov/mnit/about-mnit/accessibility/electronic-documents/>).
- b. Contact the [Communications Office](mailto:mde.communications@state.mn.us) ([mde.communications@state.mn.us](mailto:mde.communications@state.mn.us)) for specific guidance on creating content that meets our accessibility requirements.
- c. For questions regarding the accessibility of software, websites or applications, contact [Kim Wee](mailto:kim.wee@state.mn.us) ([kim.wee@state.mn.us](mailto:kim.wee@state.mn.us)).

### 13. Publications or Other Content Intended for Dissemination

The following criteria are to be used for all publications or other content created for MDE intended for dissemination:

- a. Use only print-quality department logo. Request a copy from the MDE [Communications Office](mailto:mde.communications@state.mn.us) (mde.communications@state.mn.us).
- b. Copy must follow latest edition of the Associated Press (AP) Stylebook.
- c. Video content must be open or closed captioned. If video does not have narration or conversation, audio descriptions must be used. Audio descriptions help users with visual disabilities perceive content that is presented only visually and are necessary for WCAG 2 Level AA conformance.
- d. Copy must be free of typographical and grammatical errors.
- e. Fonts used can vary in promotional pieces; however, the sizes used should be comparable to Calibri 11 pt. or Times New Roman 12 pt.
- f. Manuals and other long documents (10+ pages, as a reference point only) should be provided in PDF format with bookmarks (preferred) or include a linked Table of Contents.
- g. If the end product is not an editable source document (originally created format), the source document must also be provided to the department along with the final format for all non-multimedia content. For instance, if a PDF document is the final product, the Governmental Unit must also provide the Word or PowerPoint file.
- h. Presentations must be narrated, part of a recorded presentation, or include notes pages, not be standalone slideshows. Notes, as Annotations, should not be included when the presentation is converted to PDF.
- i. Please direct questions regarding printed material to the Authorized Representative for this Agreement.

### 14. Plain Language

Governmental Unit must provide all deliverables in "Plain Language." Executive Order 19-29 requires the Office of the Governor and all Executive Branch agencies to communicate with Minnesotans using Plain Language. As defined in Executive Order 19-29, Plain Language is a communication which an audience can understand the first time they read or hear it. To achieve that, the Governmental Unit will take the following steps in the deliverables:

- a. Use language commonly understood by the public;
- b. Write in short and complete sentences;
- c. Present information in a format that is easy to find and easy to understand; and,
- d. Clearly state directions and deadlines to the audience.

Learn more about how to meet this requirement at [Plain Language & Accessibility](https://mn.gov/mnit/media/blog/?id=38-614411) (<https://mn.gov/mnit/media/blog/?id=38-614411>) and [PlainLanguage.gov](https://mn.gov/PlainLanguage.gov).

### 15. Force Majeure

Neither party shall be responsible to the other or considered in default of its obligations hereunder to the extent that performance of any such obligations is prevented or delayed by acts of God, war, riot, disruption of government, pandemics, or other catastrophes beyond the reasonable control of the party unless the act or occurrence could have been reasonably foreseen and reasonable action could have been taken to prevent the delay or failure to perform. A party defaulting under this provision must provide the other party

prompt written notice of the default and take all necessary steps to bring about performance as soon as practicable.

## 16. Intellectual Property Rights.

16.1 Definitions. For the purpose of this Section, the following words and phrases have the assigned definitions:

16.1.1 “Documents” are the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Governmental Unit, its employees, agents, or subcontractors, in the performance of this Agreement.

16.1.2 “Pre-Existing Intellectual Property” means intellectual property developed prior to or outside the scope of this Agreement, and any derivatives of that intellectual property.

16.1.3 “Works” means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Governmental Unit, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this Agreement. “Works” includes Documents.

16.2 Ownership and License for Contract Work. The Governmental Unit owns all rights, title, and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under this Contract. The Governmental Unit grants the State a perpetual, irrevocable, non-exclusive, royalty free license for the Works and Documents created and paid for under this Contract.

16.3 Pre-existing Intellectual Property. Each Party shall retain ownership of its respective Pre-Existing Intellectual Property. The Governmental Unit grants the State a perpetual, irrevocable, non-exclusive, royalty free license for Governmental Unit’s Pre-Existing Intellectual Property that are incorporated in the products, materials, equipment, deliverables, or services that are purchased through the Agreement.

16.4 Indemnification. Notwithstanding any other indemnification obligations addressed within this Agreement, the Governmental Unit will indemnify; defend, to the extent permitted by the Attorney General; and hold harmless the State, at the Governmental Unit’s expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Governmental Unit will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including but not limited to, attorney fees. If such a claim or action arises, or in the Governmental Unit’s or the State’s opinion is likely to arise, the Governmental Unit must, at the State’s discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing works or documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.

*Signature page to follow*

**1. State Encumbrance Verification**

*Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05*

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

SWIFT Contract No. 260706

**2. Governmental Unit**

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**3. Minnesota Department of Education (MDE)**

*With delegated authority*

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

**4. Commissioner of Administration**

*As delegated to The Office of State Procurement*

Print Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Title: \_\_\_\_\_ Date: \_\_\_\_\_

Admin ID: \_\_\_\_\_

*Signature page to Joint Powers Agreement #260706 (MDE FY25 SharePoint ID #255)*

### ***Exhibit A – Pilot Action Initiative (“PAI”)***

The PAI Action steps for implementation may include but are not limited to:

<b>Action Steps</b>	
<b>Outcome 1:</b>	Level 1 art students will have access to contemporary artists (via guest artist(s) opportunities) and will learn how working artists publicly present their work.
<b>Action Steps:</b>	
1.a Teacher will identify, contact, and meet with a minimum of one (1) guest artist(s) per trimester to develop residency goals and plans for working with Andover High School (HS) students.	After Agreement execution date throughout the 2024-2025 school year.
1.b Teacher will host a minimum of one (1) artist residency per trimester in each Level 1 art class.	After Agreement execution date throughout the 2024-2025 school year.
<b>Outcome 2:</b>	Level 1 art students will have opportunities to present their own work & be recognized as an artist in and outside the school community.
<b>Action Steps:</b>	
2.a Teacher will follow district procurement processes to purchase additional 2D and 3D art displays for showing Art 1 student’s work.	After Agreement execution date to be completed during Winter 2025
2.b Teacher will work with appropriate building personnel to install new 2D & 3D displays for showing Art 1 students work.	After Agreement execution date to be completed during Winter 2025
2.c Teacher will collaborate with other arts specialist in their building to determine when and how to display Art 1 student work while school is in session.	After Agreement execution date

	throughout 2024-2025 school year.
2.d. Teacher will plan, organize, promote, and host opportunities for a minimum of one (1) art exhibit for Art 1 students to showcase their work in the school building and community.	After Agreement execution date throughout 2024-2025 school year.
2.e. Teacher will work with Art 1 students to prepare student artwork for display at school and community art exhibit(s).	After Agreement execution date throughout 2024-2025 school year.
CRAE Cohort Member will be available from July 1, 2025 through Sept. 30, 2025 to assist MDE with follow up questions.	July 1, 2025 through September 30, 2025



## PURCHASE AGREEMENT

This Purchase Agreement (“Agreement”) is made this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ (“Effective Date”), by and between Dean Luxenburg, a single person (“Seller”), and Independent School District No. 11, Anoka-Hennepin, a Minnesota body corporate and politic (“Buyer”). The Effective Date, written above, is the date that the last party signed this Agreement.

**1. PROPERTY.** Seller is the fee owner of real property located at 13025 Central Avenue NE, Blaine identified as Anoka County PID 05-31-23-13-0069 and legally described below (the “Property”):

Lot 6, Happy Homes, County of Anoka, State of Minnesota.

**2. OFFER/ACCEPTANCE.** Buyer desires to purchase the Property. In consideration of the mutual agreements herein contained, Buyer offers and agrees to purchase the Property, and Seller agrees to sell and hereby grants Buyer the exclusive right to purchase the Property.

**3. CONTINGENCIES.** This Agreement is subject to the following contingencies:

- A. Buyer having determined, on or before the expiration of the Due Diligence Period, as defined in paragraph 9 of this Agreement, that it is satisfied with the result of all matters disclosed by Buyer’s investigations, surveys, soil tests, inspections, and any environmental reviews of the Property.
- B. Buyer being satisfied with the condition of the Property’s title in accordance with paragraph 8 of this Agreement.

If the contingencies above are satisfied, based on the timing requirements contained herein, then Buyer and Seller shall proceed to close the transaction as contemplated herein. If, however, any of the contingencies is not satisfied, this Agreement shall thereupon be void, Seller shall return the Earnest Money to Buyer, and Buyer and Seller shall execute and deliver to each other the termination of this Agreement. As a contingent purchase agreement, the termination of this Agreement is not required pursuant to Minnesota Statutes Section 559.21, et seq.

**4. PURCHASE PRICE AND TERMS:**

- A. **PURCHASE PRICE:** The purchase price for the Property is \$210,000 (“Purchase Price”).
- B. **TERMS:**
  - (1) **EARNEST MONEY.** Earnest money in the amount of Five Thousand Dollars (\$10,000.00) (“Earnest Money”) is payable within five days following the Effective Date. The Earnest Money shall be held by the Title Company, as defined below.

- (2) **BALANCE DUE SELLER.** Buyer agrees to pay by certified check or wire transfer of funds on the Closing Date the remaining \$200,000 balance due according to the terms of this Agreement.
- (3) **DEED/MARKETABLE TITLE.** Subject to performance by Buyer, Seller agreed to execute and deliver at closing a Warranty Deed (“Deed”) conveying marketable title to the Property to Buyer, subject only to the following exceptions:
  - a. Building and zoning laws, ordinances, state, and federal regulations; and
  - b. Reservation of minerals or mineral rights to the State of Minnesota, if any.
- (4) **DOCUMENTS TO BE DELIVERED AT CLOSING.** In addition to the Deed required at paragraph 4.B(3) above, Seller shall deliver to Buyer:
  - a. Standard form Affidavit of Seller;
  - b. A “bring-down” certificate, certifying that all of the warranties made by the Seller in this Agreement remain true as of the Closing Date;
  - c. A certificate that Seller is not a “foreign person” as defined by the Internal Revenue Service;
  - d. A well disclosure certificate;
  - e. A Methamphetamine Disclosure Certificate, if required;
  - f. Copies of any written lease or similar agreements affecting the Property, if any, and details of any oral lease agreements affecting the Property, if any, and evidence of the termination of any such leases or agreements; and
  - g. Any other documents reasonably required by the Title Company or Buyer’s attorney to evidence that title to the Property is marketable and that the Seller has complied with the terms of this Agreement.

**5. REPRESENTATIONS AND WARRANTIES BY SELLER.** Seller represents and warrants to Buyer that:

- A. To the best of Seller’s knowledge, there is no action, litigation, investigation, condemnation or proceeding of any kind pending against Seller or the Property which could adversely affect the Property, any portion thereof or title thereto.

Seller shall give Buyer prompt written notice if any such action, litigation, condemnation, or proceeding is threatened or commenced prior to the Closing Date.

- B. To the best of Seller's knowledge, there are no underground storage tanks located on the Property.
- C. Seller is the fee owner of the Property and no consents or approvals from any third parties are required for Seller's consummation of this transaction.
- D. With the exception of Hansen Rhine Insurance, there are no other tenants or third parties in possession of the Property.
- E. To the best of Seller's knowledge, there are no individual sewage treatment systems or wells located on the Property.

Seller hereby agrees that each of the foregoing representations and warranties shall survive closing hereunder and that the breach of any thereof shall constitute a default, whether said breach occurs prior to or after closing, entitling Buyer to exercise any remedy provided to Buyer in this Agreement in the event of a default by Seller or any other remedy at law. In addition, if any of the foregoing warranties or representations shall be breached or shall be untrue, Seller shall indemnify and hold Buyer from any damages or liabilities relating thereto notwithstanding any other language contained in this Agreement.

**6. REPRESENTATIONS AND WARRANTIES BY BUYER.** Buyer represents and warrants to Seller that:

- A. Buyer has the requisite power and authority to enter into and perform its obligations under this Agreement.
- B. Buyer has the financial capacity to meet its obligations specified in this Agreement.
- C. Buyer will timely perform its obligations specified in this Agreement.

**7. REAL ESTATE TAXES AND SPECIAL ASSESSMENTS.** Seller shall pay all real estate taxes owed on the Property, deferred real estate taxes on the Property, and all special assessments levied or pending on the Property, including interest and penalties thereon, if any, owed for the years prior to the year in which the closing occurs. Seller and Buyer shall prorate as of the date of closing the real estate taxes for the Property that are due and payable in the year of closing.

**8. SURVEY AND TITLE MATTERS.** Seller shall provide Buyer with any survey of the Property in his possession within two days of execution of this Agreement. As soon as reasonably practicable after the execution of this Agreement by the parties, Buyer shall procure a commitment for an owner's policy of title insurance for the Property (the "Title Commitment"), issued by Land Title (the "Title Company"), which Title Commitment shall name Buyer as the proposed insured. Buyer may order a survey of the Property at Buyer's expense. Buyer shall have 10 days following the receipt of the Title Commitment and survey to make its title objections, if any, in writing to

Seller. Following its receipt of Buyer's written objections to title, Seller shall have 30 days (the "Cure Period") to make commercially reasonable efforts to cooperate with Buyer to correct all such objections, during which period the closing will be postponed, if necessary. If any objections are not cured within the Cure Period and Seller has informed Buyer that he will undertake no further efforts to cure the objections to title, Buyer will have the option to do any of the following: (i) terminate this Agreement without any liability and receive a full refund of all Earnest Money and any accrued interest thereon with neither Buyer nor Seller being liable for any damages hereunder; (ii) extend the Cure Period so long as Seller is making a good faith effort, with demonstrated progress, at Buyer's sole and absolute discretion, for a period mutually agreed upon by the parties; or (iii) waive the objections and proceed to close in which case Buyer shall be deemed to have accepted the Property subject to any and all uncured objections.

**9. DUE DILIGENCE PERIOD.** Within two days following the Effective Date, Seller shall provide Buyer with copies of any and all existing documentation in Seller's possession about the Property, including but not limited to, repair and maintenance records of the building on the Property, any drawings for the building on the Property, rent rolls, income statements, vendor contracts, tenant leases, and all other agreements with tenants, or other reports in Seller's possession regarding the condition of the Property. Additionally, Buyer shall have the right during a period commencing on the Effective Date and ending at 5:00 p.m. CDT on the first business day that falls 90 days thereafter (the "Due Diligence Period"), at its sole cost, expense, and risk, to enter onto, examine and inspect the Property including the interior of the building on the Property. Upon giving advance notice to Seller, Buyer may enter upon the Property to inspect the same and may conduct tests and examinations to the extent it desires. Buyer hereby agrees to defend and indemnify the Seller from and against any and all claims, causes of action, lawsuits, attorneys' fees, costs and damages arising from or in any way related to Buyer's or Buyer's engineers, consultants or agents' examinations and inspections. Buyer shall promptly, at its sole cost and expense, restore the Property to substantially the same condition in which it existed immediately prior to any physical tests conducted by or on behalf of Buyer. Buyer shall have the right, at any time up to the expiration of the Due Diligence Period to terminate this Agreement by delivering written notice, including electronic notice, to Seller. In such event, this Agreement will be considered terminated and all Earnest Money, plus any accrued interest, will be returned to the Buyer, and Buyer will thereafter promptly execute and deliver any and all documents necessary to effectuate the termination of this Agreement.

**10. CLOSING DATE.** The closing of the sale of the Property shall take place as soon as reasonably practicable after the expiration of the Due Diligence Period and on a date to be mutually agreed upon by Seller and Buyer (the "Closing Date"), provided, however, that the Closing Date shall occur no later than 15 days following the expiration of the Due Diligence Period unless otherwise mutually agreed to by Seller and Buyer.

**11. CLOSING COSTS AND RELATED ITEMS.** Buyer shall be responsible for payment of, Buyer's real estate broker's commission, Buyer's title insurance premium and any requested endorsements, recording costs related to the recording of the Deed, and one-half of the closing fees charged by the Title Company. Seller shall be responsible for the cost of the title insurance commitment, one-half of the closing fees charged by the Title Company, Seller's real estate broker's commission, the State Deed tax, and any costs associated with preparing and recording

any instruments required to establish marketable title for the Property, if any. Buyer and Seller shall each be responsible for their own attorneys' and accountants' fees and costs, if any.

**12. "AS-IS" SALE.** Buyer acknowledges that it has inspected or will have the opportunity to inspect the Property and agrees to accept the Property "AS IS" with no right of set off or reduction in the purchase price. Except for any express representations made in this Agreement, such sale shall be without representation of warranties made by Seller with respect to the physical condition of the Property, including but not limited to, the existence or absence of petroleum, hazardous substances, pollutants or contaminants in, on, or under, or affecting the Property or with respect to the compliance of the Property or its operation with any laws, ordinances, or regulations of any government or other body, except as stated above. Buyer acknowledges and agrees that Seller has not made and does not make any representations, warranties, or covenants of any kind or character whatsoever, whether expressed or implied, with respect to warranty of income potential, operating expenses, uses, habitability, tenant ability, or suitability for any purpose, merchantability, or fitness of the Property for a particular purpose, all of which warranties Seller hereby expressly disclaims, except as stated above.

**13. POSSESSION.** Seller shall transfer possession of the Property to Buyer on the Closing Date. Seller shall terminate the lease that he has with Hansen Rhine Insurance (the current tenant on the Property) so that the tenant vacates the Property prior to the Closing Date. Seller agrees to remove from the Property any personal property no later than the Closing Date. Items not removed by that date will become property of the Buyer after closing and may thereafter be disposed of by Buyer, in its sole discretion and at the Seller's cost.

**14. BROKER COMMISSIONS.** Buyer represents and warrants to Seller that Buyer is represented by Jeff Salzbrun of Commercial Equities Group. With this exception, Buyer has not involved any other broker in this transaction or agreed to pay commission to any other broker. Seller represents and warrants to Buyer that Seller is represented by Dan Hebert of Gaughan Companies. With this exception, Seller represents and warrants to Buyer that Seller has not involved any other broker in this transaction or agreed to pay commission to any other broker. Each party agrees to indemnify, defend, and hold each other harmless for any and all claims for brokerage commissions or finders' fees in connection with negotiations for purchase of the Property in accordance with this Agreement.

**15. DEFAULT.** If Seller, through no fault of Buyer, defaults in his obligations hereunder in any manner, Buyer may, by notice upon Seller, (i) terminate this Agreement, in which event all Earnest Money paid hereunder shall immediately be delivered to Buyer, or (ii) avail itself of an action for specific performance. If Buyer shall default in the performance of any of its obligations hereunder, then Seller shall be entitled to terminate this Agreement and, upon such termination, Seller shall retain all Earnest Money paid hereunder, as and for his liquidated damages and sole remedy for said breach, and not as a penalty or forfeiture, actual damages being difficult or impossible to measure, and no party hereto shall have any further claim against the other hereunder.

**16. NO MERGER OF REPRESENTATIONS, WARRANTIES.** All representations and warranties contained in this Agreement shall not be merged into any instruments or conveyance delivered at Closing, and the parties shall be bound accordingly.

**17. ENTIRE AGREEMENT; AMENDMENTS.** This Agreement constitutes the entire agreement between the parties, and no other agreement prior to this Agreement or contemporaneous herewith shall be effective except as expressly set forth or incorporated herein. Any purported amendment shall not be effective unless it shall be set forth in writing and executed by both parties or their respective successors or assigns.

**18. BINDING EFFECT; ASSIGNMENT.** This Agreement shall be binding upon and inure to the benefit of the parties and their respective heirs, executors, administrators, successors, and assigns.

**19. NOTICE.** Any notice, demand, request, or other communication which may or shall be given or served by the parties shall be deemed to have been given or served on the date the same is deposited in the United States Mail, registered or certified, postage prepaid and addressed as follows:

A. If to Seller: Dean Luxenburg  
\_\_\_\_\_  
\_\_\_\_\_

B. If to Buyer: Independent School District No. 11  
Attn: Greg Cole, Chief Operations Officer  
2727 N. Ferry Street  
Anoka, MN 55303

With a copy to: Kennedy & Graven, Chartered  
Attn: Sarah Sonsalla  
150 South 5<sup>th</sup> Street, Suite 700  
Minneapolis, MN 55402

**20. COUNTERPARTS.** This Agreement may be executed in any number of counterparts, each of which shall constitute one and the same instrument.

**21. COOPERATION.** Each party shall cooperate in a timely manner, shall take such further action, and shall execute and deliver such further documents as may be reasonably requested by the other party in order to carry out the provisions and purposes of this Agreement.

**22. GOVERNING LAW.** The provisions of this Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

**23. PARTNERSHIP OR JOINT VENTURE.** Nothing in this Agreement shall be construed or interpreted as creating a partnership or joint venture between Seller and Buyer relative to the Property.

**24. RELOCATION WAIVER.** Seller acknowledges that he is being displaced from the Property as a result of the transaction contemplated by this Agreement and that Seller may be eligible for relocation assistance and benefits and that the Purchase Price includes compensation for any and

all relocation assistance and benefits for which Seller may be eligible and Seller agrees to waive any and all further relocation assistance benefits. The provisions of this paragraph shall survive closing of the transaction contemplated by this Agreement.

**IN WITNESS WHEREOF**, the parties have executed this Agreement as of the dates written below.

**SELLER:**

By: \_\_\_\_\_  
Dean Luxenburg

Date: \_\_\_\_\_

**BUYER:**

**INDEPENDENT SCHOOL DISTRICT  
NO. 11**

By: \_\_\_\_\_

Its: Board Chair

Date: \_\_\_\_\_

By: \_\_\_\_\_

Its: Board Clerk

Date: \_\_\_\_\_

**RESOLUTION**

**RESOLUTION IN SUPPORT OF THE DISTRICT’S APPLICATION TO THE MINNESOTA DEPARTMENT OF TRANSPORTATION’S SAFE ROUTES TO SCHOOL GRANT PROGRAM TO SUPPORT THE DAYTON ELEMENTARY PEDESTRIAN IMPROVEMENT PROJECT**

WHEREAS, the Safe Routes to School (SRTS) Infrastructure Grant Program provides grant funding for the construction of pedestrian and bicycle infrastructure projects that will improve safety, reduce traffic, and improve air quality around schools; and

WHEREAS, the Statewide SRTS solicitation makes \$8.5 Million in state dollar available for SRTS infrastructure projects in 2025 and 2026; and

WHEREAS, the School District recently completed an SRTS plan for Dayton Elementary that identified key bike and pedestrian infrastructure projects that will expand transportation choice and safety for Dayton Elementary’s students;

WHEREAS, the proposed project will enter construction during the 2025/6 calendar year and will have a useful life of over 10 years;

WHEREAS, South Diamond Lake Road is a heavily-used and high-speed roadway that presents a significant safety risk to students walking and biking to Dayton Elementary school; and

WHEREAS, the proposed project will include pedestrian crossing improvements and traffic calming measures that expand safe multimodal access to school and provide families in Dayton with greater transportation choice; and

WHEREAS, the SRTS Grant Program requires that school district applicants receive the sponsorship of their grant application from state-aid agencies who agree to act as the fiscal agent on behalf of the applicant;

WHEREAS, the Anoka-Hennepin School District recognizes that SRTS Infrastructure funds cannot be used for engineering, right of way or other non-construction costs;

NOW, THEREFORE BE IT RESOLVED, that the School Board of Anoka-Hennepin Independent School District No. 11, State of Minnesota as follows:

1. That the School District, in conjunction with the City of Dayton, is committed to covering the costs of design, engineering, and other non-construction costs that are ineligible for SRTS funding.
2. That the School District requests the City of Dayton to act as their financial sponsor in the event of a successful SRTS funding request.

Adopted by the School Board on this 13<sup>th</sup> Day of January 2025.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Clerk



# Anoka-Hennepin School Board

## Briefing Notes

**DATE:** 01/13/2025

**CLASSIFICATION:** Resolution Approval

**AUTHOR:** Greg Cole, Chief Operations Officer

**SUBJECT:** Safe Routes to School Grant

**PURPOSE:**

The Anoka-Hennepin School District has entered into an agreement with Hennepin County and the city of Dayton to pursue a Safe Routes to School grant totaling \$600,000 to improve safe crossing across South Diamond Lake Road as well as improvements to the entrance and exit to the bus loop, parent pick-up/drop off area, and parking lots. In addition, the grant is intended to cover the costs associated with the extension of a foot path from Dayton Elementary School to neighborhoods to the north of the school.

**BACKGROUND:**

The \$600,000 in state Safe Routes to School Grant funding would constitute a reimbursement for construction that improves foot and vehicle traffic safety at and around Dayton Elementary. Specifically, it would be to cover the cost of adding a center island and flashing lights on Diamond Lake Road, separate the parking lot and bus entrances to narrow the student crossing distance, and pave the walking path across the ball fields into the neighborhood north of the school. Anoka-Hennepin has been partnering with the City of Dayton and Hennepin County to pursue this grant.

Letters of support from State Senator John Hoffman and Rep. Danny Nadeau will be included with the application materials.

All applicants for grants will be notified by April 30, 2025, as to whether they have been awarded funding. If this grant is awarded all projects should be completed by the summer of 2026.

**CONSIDERATIONS:**

As part of the requirements for the grant application, all three governmental entities' boards must pass a resolution approving their commitments to and approval of the grant application. The attached resolution from the school board is required to submit the application.

**OPTIONS/CONCLUSIONS:**

The Administrative Services administration is recommending that the school board approve the resolution so that all three government entities can pursue the grant application.