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School Board of Robbinsdale Area Schools

Business Meeting - June 7, 2022

AGENDA SECTION: Call to Order

ITEM: Roll Call Attendance

	PRESENT	ABSENT
Helen Bassett	<hr/>	<hr/>
David Boone	<hr/>	<hr/>
Sharon Brooks-Green	<hr/>	<hr/>
Greta Evans-Becker	<hr/>	<hr/>
Mike Herring	<hr/>	<hr/>
Sam Sant	<hr/>	<hr/>
John Vento	<hr/>	<hr/>
David Engstrom, ex-officio	<hr/>	<hr/>



School Board of Robbinsdale Area Schools

Business Meeting – June 7, 2022

AGENDA SECTION: Acceptance of Agenda
ITEM: 2. Acceptance of Business Meeting Agenda
PRESENTER: Helen Bassett, School Board Chair

Recommended Action: Approve Business Meeting agenda.

Acceptance of Business Meeting Agenda – June 7, 2022

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Abstentions: _____



School Board of Robbinsdale Area Schools

Business Meeting – June 7, 2022

AGENDA SECTION: Sharing the Success/Arts Showcase

ITEM: 3.A. Sharing the Success: Special Recognition of the 2022 Education Assistant of the Year

PRESENTER: David Engstrom, Superintendent

The School Board and Superintendent Engstrom are pleased to recognize and celebrate Jane Wicklund, our 2022 Education Assistant of the Year!

Ms. Wicklund was named for this honor by the Robbinsdale Federation of Teachers (RFT). She has been employed with the district for 21 years, working at six different sites - currently at Meadow Lake in the VPK program.

“Jane is an outstanding example of a highly committed educator,” said Peter Eckhoff, RFT president. “She goes above and beyond in her duties and connects with her students in deep, meaningful ways.”

Eckhoff noted there were two other finalists for this year’s honor: Krisan Bothum from FAIR Pilgrim Lane and Kelly Kimbell from Cooper High School.



School Board of Robbinsdale Area Schools

Business Meeting – June 7, 2022

AGENDA SECTION: Sharing the Success/Arts Showcase

ITEM: 3.B. Sharing the Success: Special Recognition of the 2022 Teacher of the Year

PRESENTER: David Engstrom, Superintendent

The School Board and Superintendent Engstrom are pleased to recognize and celebrate Michelle Kope, our 2022 Teacher of the Year!

Ms. Kope was named for this honor by the Robbinsdale Federation of Teachers (RFT). She has been employed with the district for 24 years, as an English teacher at Cooper High School.

“Each year there is an outstanding field of finalists for the Teacher of the Year award,” said Peter Eckhoff, RFT president.

“Michelle is a wonderful example of who goes above and beyond in building relationships with her students,” he said.

Though she’s been a longtime educator, Kope says she learns from her students and peers each year.

What has been powerful to Ms. Kope is making personal connections with every student in every class, while remembering her own limitations with a humble, loving heart.

Eckhoff noted there were four other finalists for this year’s honor: Steve Hoffman from FAIR Crystal, Kate Limbeck from Cooper High School, Jamie Molitor from Cooper High School and Lauren Peralta from Cooper High School.



School Board of Robbinsdale Area Schools

Business Meeting – June 7, 2022

AGENDA SECTION: Sharing the Success/Arts Showcase

ITEM: 3.C. Sharing the Success: Special Recognition of the Math and Reading Corp Tutors

PRESENTER: David Engstrom, Superintendent

The School Board and Superintendent Engstrom are pleased to recognize the Math and Reading Corp Tutors. We express our tremendous appreciation for their tutoring and support of our students this school year.

With gratitude, we recognize:

- FAIR School Crystal:
 - Reading Corp: Catherine Bass, Steve Frankel, Michelle Slotto and Thea Spranger
- Forest Elementary:
 - Reading Corp: Shayna Anderson, Katie Bohler, Kaitlyn Cafferty, Mary Hall and Tracey Pearson
- Neill Elementary:
 - Reading Corp: Emily Holly and Rozalinda Sitler
- Robbinsdale Spanish Immersion School:
 - Math Corp: Melissa Senyurekli
 - Reading Corp: Whitney Thorpe and Pat Vincent
- School of Engineering and Arts:
 - Math Corp: John LaPointe and Megan Touchet
 - Reading Corp: Christine Chow and Annie Schmidt



School Board of Robbinsdale Area Schools

Business Meeting – June 7, 2022

AGENDA SECTION: Operations

ITEM: 4.A. Non-Action: FY23 Budget Assumptions

COMMENTS BY: Ukee Dozier, Executive Director of Finance

Mr. Dozier will present an overview of the fiscal year 2023 budget assumptions.



FY23 Original Budget Draft

School Board Non-Action Item

Ukee Dozier
June 7, 2022





ROBBINSDALE
Area Schools

OUR UNIFIED DISTRICT VISION

Our mission is to inspire and educate all learners to develop their unique potential and positively contribute to their community

Presentation Purpose

The purpose of tonight's presentation is to review recommendations for the FY23 Original Budget in preparation for Board of Education approval on June 20, 2022.

General Fund Assumptions

- ❑ **FY 23 General Fund Revenue Assumptions**
 - ❑ General Education Funding Formula – A 2%, or \$135 increase in per pupil funding from \$6,728 to \$6,863.
 - ❑ Enrollment - Projecting a decrease in enrollment of -318 or -2.87% from current end of year projections 11
 - ❑ Projected decline Gen Ed revenue of \$2.1 million based on enrollment decrease.

General Fund Assumptions

❑ FY23 General Fund Expenditure Assumptions

- ❑ Staffing ratios to remain the same for FY23 as FY22
 - ❑ -318 projected decline in enrollment results in a reduction of 19.6 staff, with a \$1.27 mil estimated reduction in labor costs for FY23
- ❑ Contract Settlements and Steps/Lanes:
 - ❑ Contract negotiations:
 - ❑ *Settled – Teachers, AFSCME, Program Directors, Program Assistants, Cabinet, Child Nutrition, Education Assistants*
 - ❑ *In progress – Principals*
 - ❑ *Beginning FY23 - SEIU*
 - ❑ Estimated Average Salary Schedule increase for FY23 – 1.96%
 - ❑ Estimated Average Roll up increase – 1.22%

General Fund Assumptions

Inflationary cost of service, Transportation fuel cost, and Utilities

- Assuming a 18% increase across all categories

- Fuel – 41.5%
- Heating/Piped Gas – 42.2%
- Electricity – 6.9%
- Services/Materials – 8.2%

Special Education

- Expenses are anticipated to be relatively neutral to current year in compliance with MOE
- Staffing costs are anticipated to increase due to contract settlements but operate under capacity due to filling positions, particularly EA staff.
- Conversely, SPED transportation costs are anticipated to operate above traditional expenditure levels due to Tier III transportation.

General Fund Recommendations

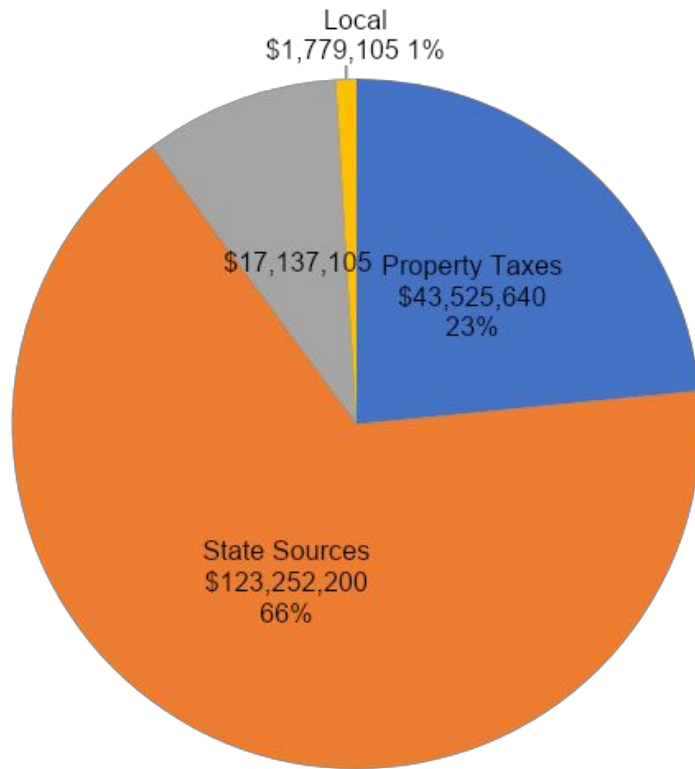
- Hold Harmless programming/staffing approach**
 - Utilize alternative funding sources to offset the cost of maintaining current program/staff levels.
- Fund Balance Growth Target (Budget Surplus)**
 - Create an expenditure budget that's within revenue constraints. Target a \$1.5 million increase to Unassigned Fund Balance (Inclusive of all funding strategies)
- Manage expense increases**
 - Focus on minimizing expenses that affect the General Fund Balance
 - Includes staff steps and lanes increases as well as staffing costs that truly correspond with enrollment
- General Fund Set Aside**
 - Maintain level of contingency funds to address inflationary costs
- Investing in Resident Enrollment**
 - Place a significant emphasis on recruiting and retaining resident students
 - Investing into Pathways to help make RAS a destination district

General Fund – All Funds

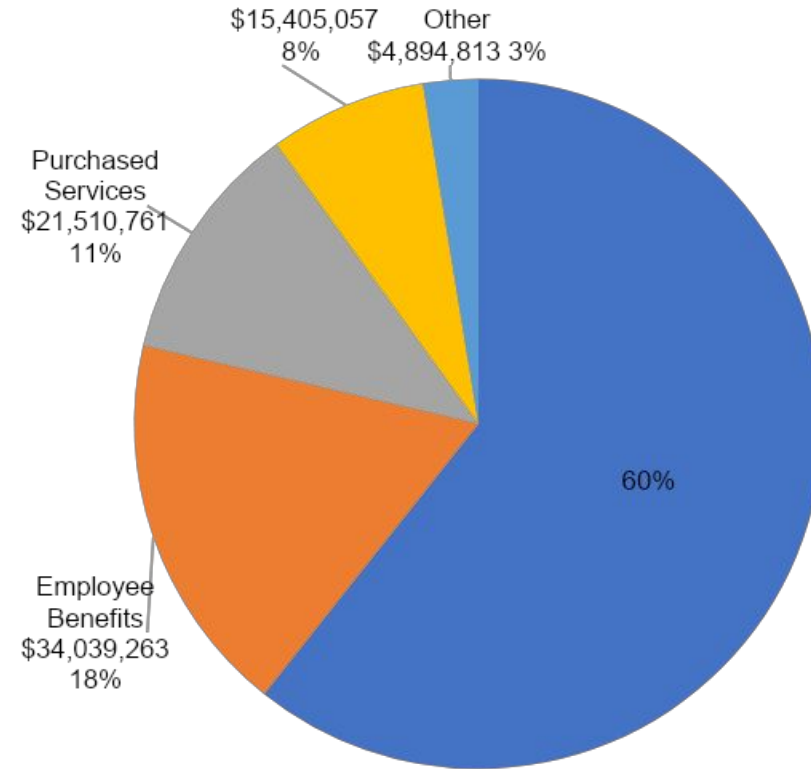
Begin Fund Balance (Unaudited)	\$20,896,101
Revenues	\$185,694,354
Expenditures	\$190,770,269
Variance	\$(5,075,915)
Projected FY23 EY Fund Balance	\$21,114,272
Assumptions	
Revenues: <ul style="list-style-type: none"> Derived from levy, aid formulas, and federal sources Supplemented/Supplanted ESSER funds of \$12 million to maintain current staffing levels and address additional staffing needs for FY23 	Expenditures: <ul style="list-style-type: none"> Wage impacts of settled contracts Operational inflationary costs Contingency set aside

General Fund

General Fund Revenue by source



General fund expenditure by object



General Fund - Restricted

Restricted – Op Capital, Tech Levy, LTFM, Safe Schools, MA, Student Activity	
Begin Fund Balance (Unaudited)	\$6,060,089
Revenues	\$14,019,909
Expenditures	\$15,319,207
Variance	\$(1,299,298)
Projected FY23 EY Fund Balance	\$4,760,791
Assumptions	
Revenue: <ul style="list-style-type: none"> Derived from levy and aid formulas 	Expenditures <ul style="list-style-type: none"> Wage impacts of settled contracts Increase in Capital Cost for overdue Curriculum literacy resources

General Fund - Unassigned

Unassigned	Budget with ESSER	Budget w/o ESSER
Begin Fund Balance (UA)	\$9,301,338	\$9,301,338
Revenues		
Unassigned	\$144,446,444	\$144,446,444
ESSER - Budgeted	\$6,824,542	
ESSER - Supplanted	\$5,294,086	
Total	\$156,565,072	\$144,446,444
Expenditures	\$155,047,603	\$148,223,061
Variance	\$1,517,469	\$(3,776,617)
Ending Fund Balance	\$10,818,807	\$5,524,721
UA FB as % of Exp	7.0%	3.7%

General Fund Shortfall Funding Strategies

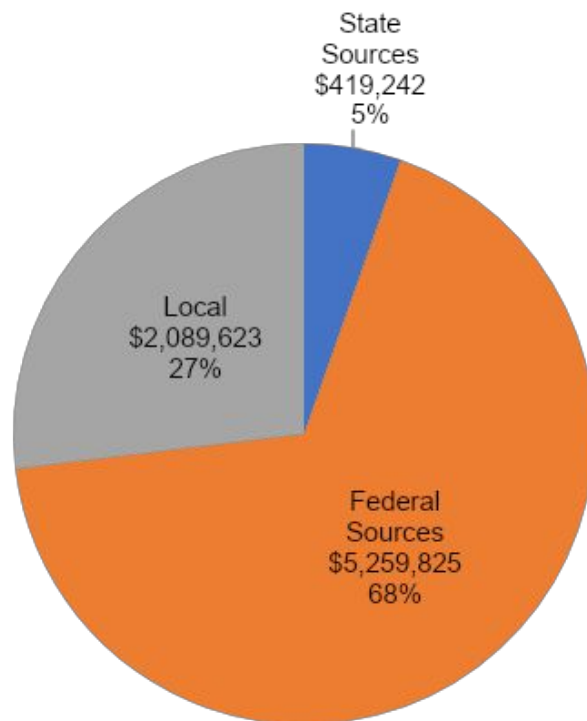


Child Nutrition Fund

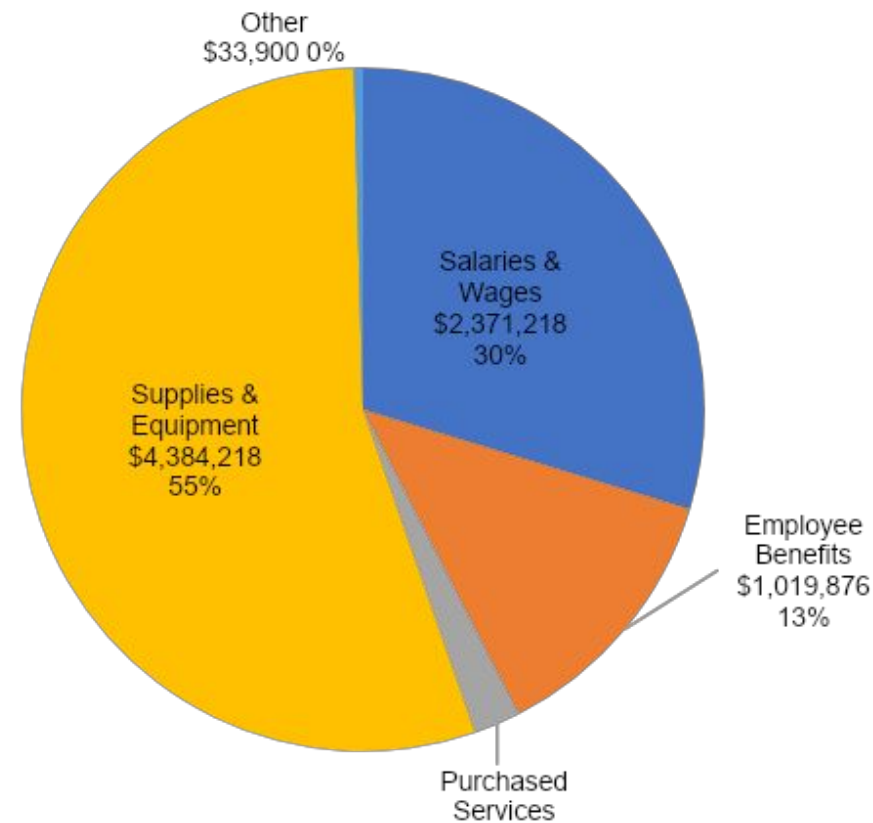
Child Nutrition Fund	
Revenues	\$7,768,689
Expenditures	\$7,986,211
Variance	\$(217,522)
FY23 Projected YE Fund Balance	\$1,556,150
Assumptions	
Revenue: <ul style="list-style-type: none"> Decrease due to discontinuation of USDA federal meal program, in return to traditional student breakfast/lunch funding model 	Expense: <ul style="list-style-type: none"> Labor cost to remain neutral with settled contracts and staffing shortage. Anticipated continuance of Inflationary food supply cost

Child Nutrition Fund

Child nutrition fund revenue by source



Child nutrition fund Expenditure by object

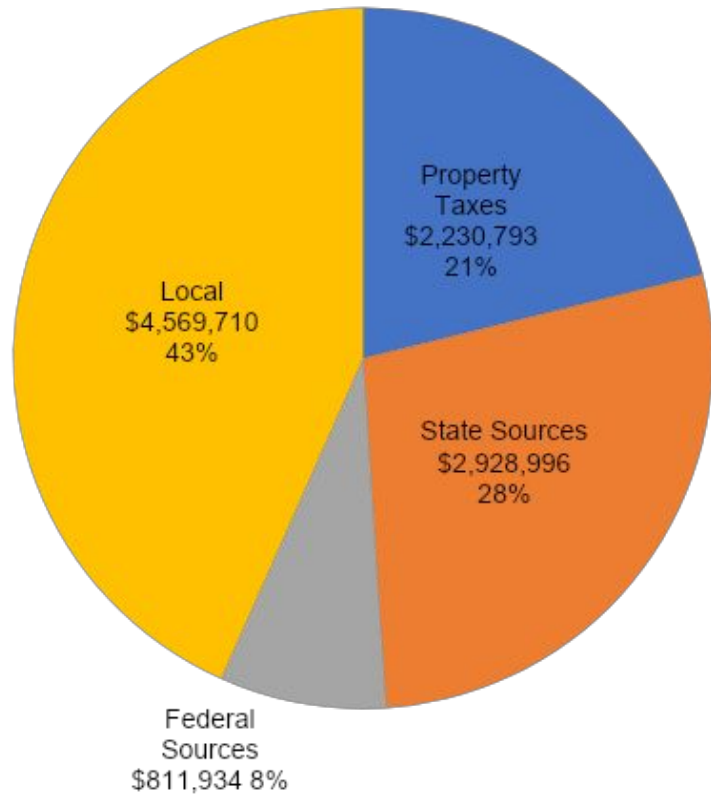


Community Education Fund

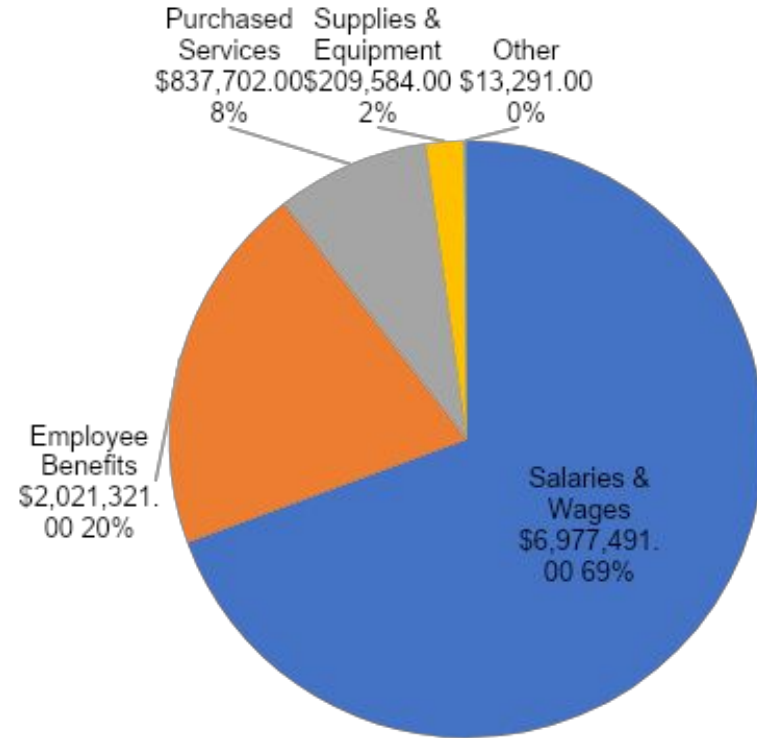
Community Education Fund	
Revenues	\$10,541,433
Expenditures	\$10,059,389
Variance	\$482,044
FY23 Projected YE Fund Balance	\$3,211,456
Assumptions	
Revenue: <ul style="list-style-type: none"> Anticipated increases in program participation and other local sources 	Expense: <ul style="list-style-type: none"> Salary and Benefit increases due to settled contracts. Staffing level increase in correlation with increase programming

Community Education Fund

Community service Fund Revenue by source



Community service Fund Expenditure by object



Building Construction Fund

Building Construction Fund	
Revenues	\$18,800,000
Expenditures	\$22,500,000
Variance	\$(3,700,000)
FY23 Projected YE Fund Balance	\$3,135,719
Assumptions	
Revenue: <ul style="list-style-type: none"> New Issuance of 2022A GO LTFM Bond 	Expense: <ul style="list-style-type: none"> Budget included \$18.8 million in FY23 LTFM planned project costs in addition to \$3.7 million in contingent encumbered cost from FY22 projects

Debt Service Fund

Categories	Regular Debt Service	OPEB Debt Service
Revenues	\$18,936,407	\$2,698,613
Expenditures	\$19,256,365	\$2,602,693
Variance	\$(319,958)	\$95,920
Fund Balance	\$2,258,972	\$444,289

Assumptions

- Revenues projections for both Regular and OPEB debt service are received through levy and aid.
- Expenditure projections for both funds are derived through debt payment schedules of all outstanding debt issues.

Internal Service Funds

Categories	Self Ins Medical	Self Ins Dental	OPEB Trust
Revenues	\$20,200,000	\$1,450,000	\$700,000
Expenditures	\$19,100,000	\$1,425,000	\$900,000
Variance	\$1,100,000	\$25,000	\$(200,000)
FY23 Proj Reserve Bal	\$(400,000)	\$0	\$16,409,167

Assumptions

- Revenues for both Self Insured Medical and Dental are derived from employee and employer paid premiums from projected enrollment
- Self Insured Med/Den expenses are based on projected employee enrollment
- OPEB Trust revenues are a projection of portfolio interest earnings
- OPEB Expenses are based on projected severance claims of retirees

Future Budgetary Considerations

- Future impact of declining enrollment with strategies to mitigate
- District financial operations beyond ESSER funding sunset
- Standard of Service/Staffing Ratio
- Future funding predictions in the new biennium
- School Lunch Debt
- Long- Term Self Insured Medical Cost as impacted by COVID 19 pandemic

Next Steps

- ❑ **Finalize FY23 Original Budget**
 - ❑ June 20th Regular Meeting – Approve Final FY23 Budget



School Board of Robbinsdale Area Schools

Business Meeting – June 7, 2022

AGENDA SECTION: Operations

ITEM: 4.B. Non-Action: Review of Strategic Plan - Themes and Objectives

COMMENTS BY: David Engstrom, Superintendent and Greenway Strategy Group

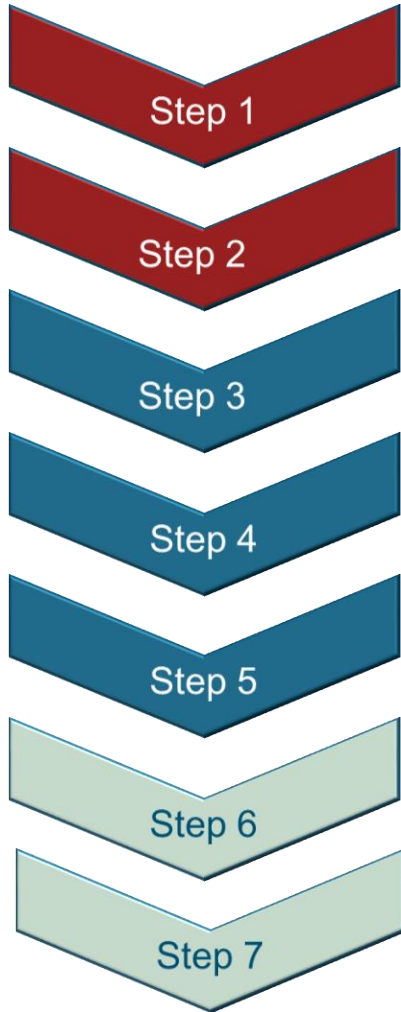
Superintendent Engstrom and Greenway Strategy Group will present the themes and objectives that have been identified by the community, staff and student input sessions held this spring to the Board for review.



Strategic Plan Framework Input Summary and Recommendations

June 7, 2022

Project Overview



- Environmental Scan
- Organizational Assessment

- Analyze Implications

- Define Desired Future: Vision, Mission, Priority Student Outcomes

- Develop Strategic Themes and Objectives

- Define Strategic Initiatives

- Create Action Plans

- Develop Monitoring and Review Process

Phase 1: Analysis
March-April

Phase 2:
Strategy Development
May-July

Phase 3: Action
Planning
August-October

31

Strategic Plan Components

The Direction

- ▣ Vision = desired impact, WHY we exist
- ▣ Mission = descriptive statement of purpose, WHAT we do
- ▣ Priority Student Outcomes = specific, measurable results to achieve for students
- ▣ Strategic Themes = areas that must be addressed to achieve priority outcomes ³²
- ▣ Strategic Objectives = choices about how to address the strategic themes

The Methods

- ▣ Strategic Initiatives = significant projects to implement the objectives
- ▣ Action Plans = how to get the projects done

How Did We Get Here?



Analysis of district performance, previous stakeholder input, comparable districts

March-April

Community focus groups on assets and improvement opportunities

March-April

Community survey on assets and improvement opportunities – drawn from prior stakeholder sessions

March-April

33

Representative stakeholders review findings, draft priority student outcomes and strategic themes

May 3

Board review of draft strategic plan framework

May 9

Stakeholder feedback sessions and analysis

May 10- 23

Steering Committee review and input on revised strategic plan framework

May 26

Strategic Plan Framework Input Sessions

Families, staff and community members were invited to participate in one of the strategic plan community input sessions:

- 6 to 7:30 p.m. May 10 at Zachary Lane Elementary School (12 attendees)
- 6 to 7:30 p.m. May 11 at FAIR School Crystal (24 attendees)
- 6 to 7:30 p.m. May 16 at FAIR School Crystal (11 attendees)
- 6 to 7:30 p.m. May 18 at Robbinsdale Spanish Immersion School (21 + 12 Spanish speaking attendees)

Two staff-only input sessions took place from 4:15 to 5:30 p.m. on Wednesday, May 11 (17 attendees), and Monday, May 16 (24 attendees). Both were at FAIR Crystal. ³⁴

Discussion Questions

1. What works well about this strategic plan framework?
2. What, if anything, do you disagree with?
3. Other than strategic initiatives and performance metrics which will be designed in the next phase, is anything missing?
4. Within each of the strategic themes, what ideas do you have for approaches to support the priority student outcomes?



Priority Outcomes

- Reading proficiency by 3rd grade
- Academic proficiency in middle grades
- Math competency
- Reduction in achievement gaps for students of color and lower-income students
- Engagement in school and learning
- Clear path and readiness for career, college and life

Themes

Strategic Theme 1
Academic Excellence

Strategic Theme 2
Student Engagement and Wellness

Strategic Theme 3
Collaboration and Partnerships

Strategic Theme 4
Staff Investment and Impact

Objectives

1. Enhance curriculum relevance
2. Enhance learning systems and structures from early childhood through grade 12
3. Increase responsiveness to individual student needs
4. Expand preparation for life, college and career

1. Improve student-staff connection
2. Increase student access to school opportunities, programs, and activities
3. Increase support for student social, emotional, and mental wellness

1. Strengthen mutual communication and responsiveness with all stakeholders
2. Expand inclusion and influence of student, family, staff, and community voice

1. Enhance hiring and retention to support student success
2. Ensure an inclusive and welcoming district culture
3. Increase consistency and accountability for common district practices

What works well?

Topic	# of Mentions
General Positive Comments	21
Student Engagement	9
Curriculum	7
Academic Excellence	6
Hiring & Retention	6
Post-Graduate Support	6
Wellness & Mental Health Support	6
Broad	5
Collaboration & Partnerships	5
Community Input	5
Consistency & Accountability	5
Family Involvement	5
Programming	5

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What do you disagree with?

Topic	# of Mentions
Definitions / Wording	14
Input Inclusion	9
Academic Excellence Issue	8
Need SEL / Mental Health	8
More Staff Support	6
Too Broad	6
More Student Engagement & Support	5
No Disagreement	5
Implementation	4
Lack of Motivation & Standards	4

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What is missing?

Topic	# of Mentions
Student Connection and Support	21
Inclusion of Diverse and Representative Voices	20
Hiring and Retention Needs	18
Curriculum	13
Family Engagement	11
Staff Support	11
Soft Skills	10
Safety	8
Communication	6
Community Involvement	6
Equity	6
Perception and Incorporation of All Schools	6
Programming and Services	6

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Priority Outcomes
Grounded in Equity

- **All students are ready for school**
- Reading proficiency by 3rd grade
- ~~Academic proficiency in middle grades~~ **and social-emotional growth in middle grades**
- ~~Math competency~~
- ~~Reduction in achievement gaps~~ **Improve achievement for students of color and lower-income students**
- Engagement in school and learning
- **Supported by families to learn and achieve**
- Clear path and readiness for career, college and life

Themes

Strategic Theme A
Academic Excellence
Achievement

Strategic Theme B
Student Engagement and Wellness

Strategic Theme C
Collaboration and Partnerships

Strategic Theme D
Staff Investment and Impact

Objectives

1. Enhance **cultural relevance of** curriculum **for students**
2. Enhance **an equitable** learning systems ~~and structures~~ from early childhood through **grade 12 to adults**
3. Increase responsiveness to individual student needs
4. ~~Expand~~ **Deepen** preparation for life, college and career

1. Improve student-staff connection
2. Increase student access to school opportunities, programs, and activities
3. Increase support for student social, emotional, and mental wellness
4. **Strengthen practices around student, staff, and school safety**

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1. Strengthen mutual communication and responsiveness with all stakeholders
2. Expand **equitable** inclusion and influence of student, family, staff, and community voice
3. **Maximize our partnership and embrace our diverse community**

1. Enhance hiring and retention to support student success
2. ~~Ensure an~~ **Cultivate the district culture to be inclusive, supportive** and welcoming ~~district culture~~
3. Increase consistency and accountability for common district practices
4. **Provide high quality professional development opportunities**



**Priority Outcomes
Grounded in Equity**

- All students are ready for school
- Reading proficiency by 3rd grade
- Academic and social-emotional growth in middle grades
- Improve achievement for students of color and lower-income students
- Student engagement in school and learning
- Supported by families to learn and achieve
- Clear path and readiness for career, college and life

Themes
<p>Strategic Theme A Academic Achievement</p>

<p>Strategic Theme B Student Engagement and Wellness</p>

<p>Strategic Theme C Collaboration and Partnerships</p>
--

<p>Strategic Theme D Staff Investment and Impact</p>

Objectives
<ol style="list-style-type: none"> 1. Enhance cultural relevance of curriculum for students 2. Enhance an equitable learning system from early childhood to adults 3. Increase responsiveness to individual student needs 4. Deepen preparation for life, college and career

<ol style="list-style-type: none"> 1. Improve student-staff connection 2. Increase student access to school opportunities, programs, and activities 3. Increase support for student social, emotional, and mental wellness 4. Strengthen practices around student, staff, and school safety

<ol style="list-style-type: none"> 1. Strengthen mutual communication and responsiveness with all stakeholders 2. Expand equitable inclusion and influence of student, family, staff, and community voice 3. Maximize our partnership and embrace our diverse community
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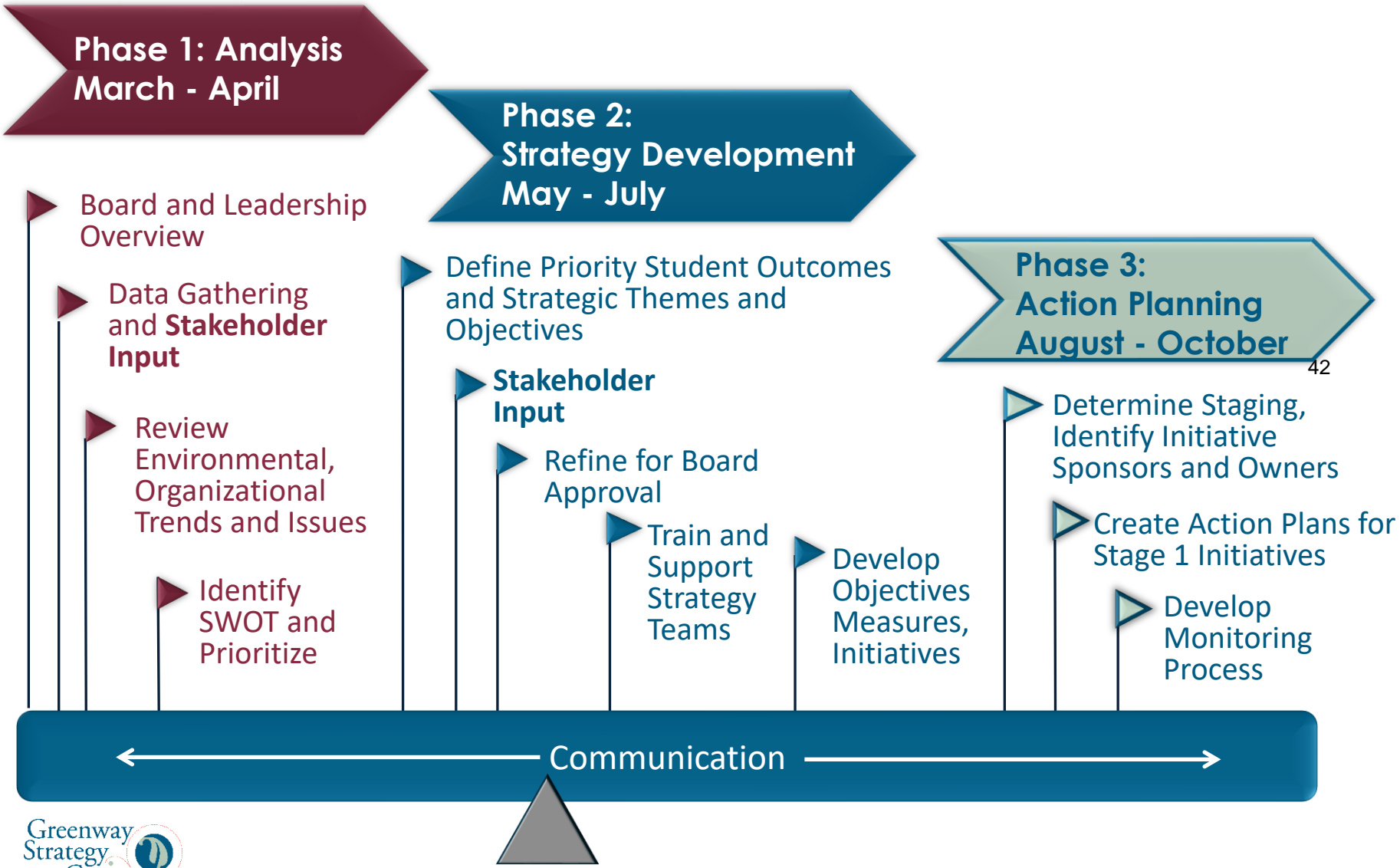
<ol style="list-style-type: none"> 1. Enhance hiring and retention to support student success 2. Cultivate the district culture to be inclusive, supportive, and welcoming 3. Increase consistency and accountability for common district practices 4. Provide high quality professional development opportunities
--

Strategic Planning Process Next Steps

- ✓ Board approves strategic plan framework
- ✓ Internal strategy teams develop strategic initiatives using stakeholder input and research on effective approaches
- ✓ Strategic Plan Steering Committee provides input into strategic initiatives (July 19 meeting)
- ✓ Determine phasing for implementation of strategic initiatives
- ✓ Develop action plans with school-based employee input
- ✓ Define performance metrics for priority outcomes and objectives

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Robbinsdale Area Schools Strategic Planning Process



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**Priority Outcomes
Grounded in Equity**

- All students are ready for school
- Reading proficiency by 3rd grade
- Declare the middle school model and experience
- Improve achievement for students of color and lower-income students
- Student engagement in school and learning
- Family involvement in school and learning
- Clear path and readiness for career, college and life

Themes

Objectives

Strategic Theme A
Academic Achievement

1. Enhance cultural relevance of curriculum for students
2. Enhance an equitable learning system from early childhood to adults
3. Increase responsiveness to individual student needs
4. Deepen preparation for life, college and career

Strategic Theme B
Student Engagement and Wellness

1. Improve student-staff connection
2. Increase student access to school opportunities, programs, and activities
3. Increase support for student social, emotional, and mental wellness
4. Strengthen practices around student, staff, and school safety

Strategic Theme C
Collaboration and Partnerships

1. Strengthen mutual communication and responsiveness with all stakeholders
2. Expand equitable inclusion and influence of student, family, staff, and community voice
3. Maximize our partnerships and embrace our diverse community

Strategic Theme D
Staff Investment and Impact

1. Enhance hiring and retention to support student success
2. Cultivate the district culture to be inclusive, supportive, and welcoming
3. Increase consistency and accountability for common district practices
4. Provide high quality professional development opportunities



School Board of Robbinsdale Area Schools

Business Meeting – June 7, 2022

AGENDA SECTION: Operations

ITEM: 4.C. Non-Action: Review of Calendar Changes for 2022-2023

COMMENTS BY: Amy O'Hern, Executive Director of Human Resources

Ms. O'Hern will review proposed revisions to the district calendars for the 2022-2023 school year.



To: School Board and Superintendent Engstrom
From: Amy O'Hern, Executive Director of Human Resources
Date: June 7, 2022
Re: Proposed 2022-2023 Calendar Revisions

The Robbinsdale Area Schools Calendar Committee met four times during the 2021-2022 school year. We made several changes to upcoming calendars to support our staff and students in Robbinsdale. I want to thank Ava and Sophia (seniors at AHS) for using their voice and sharing with the committee their concerns with the previous calendars.

The calendar committee is proposing the following changes for the 2022-2023 school year:

- Wednesday, October 5, 2022 (Yom Kippur) will be a professional development day. Previous professional development day was Friday, October 14, 2022.
- Friday, April 21, 2023 (Eid al Adha) will be a professional development day. Previous professional development day was Monday, April 24, 2023



School Board of Robbinsdale Area Schools

Business Meeting – June 7, 2022

AGENDA SECTION: Operations

ITEM: 4.D. Non-Action: Review of Calendar Changes for 2023-2024

COMMENTS BY: Amy O'Hern, Executive Director of Human Resources

Ms. O'Hern will review proposed revisions to the district calendars for the 2023-2024 school year.



To: School Board and Superintendent Engstrom
From: Amy O'Hern, Executive Director of Human Resources
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The Robbinsdale Area Schools Calendar Committee met four times during the 2021-2022 school year. We made several changes to upcoming calendars to support our staff and students in Robbinsdale. I want to thank Ava and Sophia (seniors at AHS) for using their voice and sharing with the committee their concerns with the previous calendars.

The calendar committee is proposing the following changes for the 2023-2024 school year:

- Monday, September 25, 2023 (Yom Kippur) will be a compensatory day. Previous compensatory day was Wednesday, November 22, 2023
- Move the professional development day from Friday, October 13, 2023 to Monday, November 6, 2023.
- Wednesday April 10, 2024 (Eid al Adha) will be a compensatory day. Previous compensatory day was Tuesday, May 28, 2024



School Board of Robbinsdale Area Schools

Business Meeting – June 7, 2022

AGENDA SECTION: Operations
ITEM: 4.E. Approval of Policy 401: Equal Employment Opportunity
PRESENTER: Amy O’Hern, Executive Director of Human Resources

Ms. O’Hern will present Policy 401: Equal Employment Opportunity for approval.

Recommended Action: Approve Policy 401: Equal Employment Opportunity.

Approval of Policy 401: Equal Employment Opportunity – June 7, 2022

	Yes	No	Abstention
Helen Bassett			
David Boone			
Sharon Brooks Green			
Greta Evans-Becker			
Michael Herring			
Sam Sant			
John Vento			

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Abstentions: _____

401 EQUAL EMPLOYMENT OPPORTUNITY

I. PURPOSE

The purpose of this policy is to provide equal employment opportunity for all applicants for school district employment and for all school district employees.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide equal employment opportunity for all applicants and employees. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, gender, marital status, status with regard to public assistance, disability, sexual orientation, age, family care leave status, or veteran status. The school district also makes reasonable accommodations for disabled employees.
- B. The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute impermissible harassment and the school district's internal procedures for addressing complaints of harassment, please refer to the school district's policy on harassment and violence.
- C. This policy applies to all areas of employment including hiring, discharge, promotion, compensation, facilities, or privileges of employment.
- D. Every school district employee shall be responsible for following this policy.
- E. Any person having a question regarding this policy should contact the Executive Director of Human Resources.

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)
29 U.S.C. § 2615 (Family and Medical Leave Act)
38 U.S.C. § 4211 *et seq.* (Employment and Training of Veterans)
38 U.S.C. § 4301 *et seq.* (Employment and Reemployment Rights of Members of the Uniformed Services)
42 U.S.C. § 2000e *et seq.* (Equal Employment Opportunities Title VII of the Civil Rights Act)
42 U.S.C. § 12101 *et seq.* (Equal Opportunity for Individuals with Disabilities)

Cross References: MSBA/MASA Model Policy 402 (Disability Nondiscrimination)
District Policy 402, Disability Nondiscrimination
MSBA/MASA Model Policy 405 (Veteran's Preference)
District Policy 405, Veteran's Preference
MSBA/MASA Model Policy 413 (Harassment and Violence)
District Policy 413, Harassment and Violence

401-1



School Board of Robbinsdale Area Schools

Business Meeting – June 7, 2022

AGENDA SECTION: Consent Agenda
ITEM: 5. Approval of Consent Agenda
PRESENTER: Helen Bassett, School Board Chair

Consent Agenda items are considered routine in nature and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which the item will be removed as a Consent Agenda item and addressed. Consent Agenda items include administrative, personnel matters and financial matters.

Recommended Action: Approve the Consent Agenda items.

Approval of Consent Agenda – June 7, 2022

	Yes	No	Abstention
Helen Bassett			
David Boone			
Sharon Brooks Green			
Greta Evans-Becker			
Michael Herring			
Sam Sant			
John Vento			

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Abstentions: _____

***Approved June 7, 2022*

A Business Meeting of the School Board of Robbinsdale Area Schools (RAS) was held Monday, May 23, 2022, beginning at 7:01 p.m. in the Boardroom at the Robbinsdale Area Schools Education Service Center. A recording of the meeting can be found at: https://rdale.granicus.com/MediaPlayer.php?view_id=2&clip_id=1067

Call to Order and Roll Call

Chair Bassett called the meeting to order at 7:01 p.m. Directors present: Helen Bassett, David Boone, Sharon Brooks Green, Greta Evans-Becker, Michael Herring, Sam Sant, and John Vento; and David Engstrom, Superintendent. Director(s) absent: none. There was a quorum; and the meeting was called to order.

Acceptance of the Agenda

Chair Bassett asked for a motion to accept the Regular Meeting agenda for May 23, 2022. MOTION: Director Herring⁵² moved approval of the agenda, and Director Vento seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett, Boone, Brooks Green, Evans-Becker, Herring, Sant, and Vento. And the following voted against the same: none. Said motion was declared duly passed.

Sharing the Success

Recognition of 2022 Athena Award Winners

Sophia Pung from Armstrong High School and Morgan Stromberg from Cooper High School were recognized for being selected as 2022 Athena Award winners, for distinguishing themselves in athletics and academics.

Recognition of 2022 National Merit Scholar Finalists

Amanda Bratsch from Armstrong High School and Andrew Tran from Cooper High School were recognized for being named National Merit Scholar Finalists, along with 270 students from Minnesota and 16,000 students nationwide.

Relay For Life of RAS

RAS student co-chairs Isabella Enger, Ella Kruger, Emma Powers (Armstrong High School and Libby Karol (Cooper High School) provided an update on the Relay For Life event held on May 7-8, 2022 at the Cooper High School stadium. The event raised over \$27,000.00 for the American Cancer Society.

RAS Named One of Nation's Best Communities for Music Education

Doug Schmitt from Schmitt Music presented the 2022 Best Community for Music Education Award on behalf of the National Association of Music Merchants. Seven other districts in Minnesota, and 738 nationwide also received this award. This is the third consecutive year RAS has received this award

Recognition of Schmitt Music's 2022 Elementary Music Educator of the Year Award

Doug Schmitt also presented Jeanne Kauffmann, RAS Elementary Orchestra Director, the 2022 Elementary Music Educator of the Year Award.

Recognition of the Seven Dreams Education Foundation (SDEF) and the Bird Bash Committee

The School Board and Superintendent recognized the many volunteers who contributed to the SDEF annual Bird Bash event on April 9, 2022. The event raised \$60,000.00 for "Reinvigorating Band and Orchestra: Spreading the Joy of Music to all Students" in the district. Special recognition to: Emily Wallace-Jackson, SDEF Executive Director; Richard Gentner, SDEF Board Chair; and Diane Dickmeyer and Patsy Green, Bird Bash co-chairs.

Special Report

Minnesota Department of Education (MDE) - Office of American Indian Education Annual Compliance - presented by Riche Smith, American Indian Parent Advisory Committee

Mr. Smith informed the Board regarding RAS being voted concurrent for the MDE - Office of American Indian Education Annual Compliance for the 2021-2022 school year.

Superintendent's Report

Advancement Via Individual Determination (AVID) at Robbinsdale Middle School (RMS) - presented by Shirrie Jackson, Principal at RMS

Mrs. Jackson provided an overview of the AVID program at RMS, followed by time for questions from the Board.

Operations

- A. *Non-Action: Review of Policy 102 - Equal Educational Opportunity - presented by Amy O'Hern, Executive Director of Human Resources*
Ms. O'Hern reviewed the proposed revisions to Policy 102 with the Board. Board recommended moving to action for approval on June 7.
- B. *Non-Action: Review of Policy 401 - Equal Employment Opportunity - presented by Amy O'Hern, Executive Director of Human Resources*
Ms. O'Hern reviewed the proposed revisions to Policy 401 with the Board. Board recommended moving to action for approval on June 7.
- C. *Approval of Resolution Accepting Donations - presented by Ukee Dozier, Executive Director of Finance*
Mr. Dozier asked that the Board approve donations to the district totalling \$16,928.98. MOTION: Director Vento moved approval and Director Brooks seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett, Boone, Brooks Green, Evans-Becker, Herring, Sant, and Vento. And the following voted against the same: none. Said motion was declared duly passed.

Consent Agenda

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Consent Agenda items include administrative, personnel matters, and financial matters. MOTION: Director Sant moved approval and Director Evans-Becker seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett, Boone, Brooks Green, Evans-Becker, Herring Sant, and Vento. And the following voted against the same: none. Said motion was declared duly passed.

Board Reports

Each month Board Members share updates from their different committee assignments and attendance at district and community events. Before the Regular Meeting, Director Evans-Becker facilitated the listening time held at 6 p.m. in the Boardroom at the Education Service Center. Several community members spoke regarding:

- Durham Transportation
- Filing Dates for School Board Candidates
- District Budget and Expenses
- District Strategic Plan
- Enforcing the Board Resolution Condemning Racist Words and Actions

Announcements (can be found on our website)

Adjournment

MOTION: Director Herring moved approval and Director Evans-Becker seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett, Boone, Brooks Green, Evans-Becker, Herring, Sant, and Vento. And the following voted against the same: none. Meeting was adjourned.

Prepared and submitted by:

Molly Olson

Assistant Clerk, Robbinsdale Area Schools

Executive Assistant to the Superintendent and School Board

Signed: _____

Greta Evans-Becker
School Board Clerk, Independent School District 281

Date: _____

6/7/2022

LICENSED STAFF - June 7, 2022

NEW HIRE

Name	Building	Title	Step/Lane	Effective Date
Josiah Bellows	PMS	1.0/Counselor	MA/6	08/29/2022
Lindsay Brooks	RSI	1.0/EL	MA/10	08/29/2022
Tiana Brown	PMS	1.0/Psychologist	MA30/2	08/29/2022
Patrick Burrage	RA/RVA	1.0/Sec. Asst. Principal	Sec-AP/7	08/01/2022
Sarah Coleman	NHLC	1.0/ECSE	BA60/4	07/11/2022
Disa Fabeck	AHS	1.0/AP Coord	MA/10	08/29/2022
Kelsey Henry	AHS	1.0/EL	MA/5	08/29/2022
Brittney Keating	MLE	1.0/Counselor	MA/7	08/29/2022
Adam Kessler	FOE/PLE	1.0/Psychologist	PhD/5	08/29/2021
Adrienne MacDonald	MLE	1.0/Psychologist	PhD/4	08/29/2022
Lindsey Novak	AHS	1.0/Phy Science	MA/10	08/29/2022
Lindsey Proell	RMS	1.0/Sp Ed	MA/9	08/29/2022
Rachel Siegel	NHLC	1.0/Speech Pathologist	MA/4	08/29/2022
Maggie Stallings	PMS	1.0/Social Worker	MA/8	08/29/2022
Gregory Sylvester	RMS	1.0/Band	MA/10	08/29/2022
Alycia Tadt	DW	1.0/Occ Therapist	MA15/6	08/29/2022
Amanda Talan	NHLC	1.0/Social Worker	MA/7	08/29/2022
Anna Yoshihara	DW	1.0/Occ Therapist	MA/6	08/29/2022

REHIRE

Name	Building	Title		Effective Date
Matthew Bertsch	FAIR Crystal	1.0/Phy Ed	BA/3	08/29/2022
Megan Salmon	SEA	1.0/Gr 1	BA/7	08/29/2022
Elizabeth Sowden	NOE	1.0/Psychologist	PhD/8	08/29/2022
Elizabeth Szymczak	FAIR Crystal	1.0/Art	MA15/11	08/29/2022

RESIGNATION/RETIREMENT

Name	Building	Title		Effective Date
Nicholas Asay	NPE	Psychologist		06/09/2022
Michele Conners (2 years)	SMS	Math		06/09/2022
Bailey Cook	RSI	Music		06/09/2022
Andrea Cordahl	FOE/PMS	Psychologist		06/09/2022
Elisabet Felty	CHS	FACS		06/09/2022
Andrew Haugen	RMS-Prog	TOSA		05/06/2022
Kimberly Henke	ESC	TOSA		06/30/2022
Katrina Johnson	SMS	Science		
Quinn Johnson	SEA	Social Worker		06/09/2022
Kristine Kelly	On Leave	Adult Academic		06/09/2022
Danielle Krause	PMS	FACS		06/09/2022
Shannon Lopez	On Leave	Gr 4		06/09/2022
Mara McCusker	ENE	Gr 3		06/09/2022
Johnell Miller	SMS	FACS		06/09/2022
Thomas Miller	AHS	Tech Ed		06/09/2022
Katie Monson	RSI	Gr 2		06/09/2022
Todd Poepard	RMS	Counselor		06/09/2022
Molly Quinn (35 years)	RSI	Kindergarten		06/09/2022
Jessica Richter	NHLC	Program Director		06/01/2022
Austin Riedeman	AHS	Science		06/09/2022
Suzanne Werden	SOE	Sp Ed		06/09/2022
Korrie Zupon	LVE	Media Specialist		05/04/2022

NON-LICENSED STAFF - June 7, 2022				
CHANGE OF ASSIGNMENT				
Name	Building	Title		Effective Date
Mikaela Boone	RMS	Teacher to Program Assistant		06/13/2022
Kelley Sabako	ESC	Program Assistant to Program Director		06/06/2022
END OF ASSIGNMENT				
Name	Building	Title		Effective Date
Arriel Mcdonald	CHS	Program Assistant		06/09/2022
NEW HIRE				
Name	Building	Title	Step/Lane	Effective Date
Joseph Janda	PLE-Prog	Program Assistant	LV6, Step 2	05/25/2022
RESIGNATION/RETIREMENT				
Name	Building	Title		Effective Date
Deborah Conover (26 yrs.)	PMS	Nutrition Services		06/08/2022
Jamesetta Diggs	NHLC	ECFE EA		06/08/2022
Stephanie Eckardt	LVE	Program Assistant		06/03/2022
Patrick Frigerio	NOE	Program Assistant		06/09/2022
Tiffany Johnson	CHS	Nutrition Services		05/23/2022
Daniel Morehouse	NPE	Service Employee		05/23/2022
Michael Pittman	SEA/NOE	Program Assistant		06/09/2022
TERMINATION				
Name	Building	Title		Effective Date
Jaron Turner	CHS	Service Employee		05/25/2022

Announcements | June 7, 2022

Last Day of School for Students

Wednesday, June 8, 2022

Community Connect Meeting

Tuesday, June 14, 2022 at 5:00 p.m.

Legislative Action Coalition Meeting

Thursday, June 16, 2022 at 5:00 p.m.

*Visit the district calendar on our website for additional details on these meeting/events.
Visit our school websites for activities and sporting event details.*



2021-2022 School Board Meetings (approved Feb. 16, 2021)

Meetings are typically held the first and third Monday of each month (except when the calendar does not permit) at the Education Service Center, 4148 Winnetka Avenue North, New Hope, MN, third floor boardroom. School Board Work Sessions are scheduled to follow the first school board meeting of the month. School Board Work Sessions typically start ten minutes after the adjournment of the preceding School Board Business Meeting.

2021			
Monday	July 19	6 pm 7 pm	Listening Time Regular Meeting
Monday	August 2	6 pm	Business Meeting Work Session
Monday	August 16	6 pm 7 pm 8 pm	Listening Time Regular Meeting Special Work Session
Wednesday	September 8	6 pm	Business Meeting Work Session
Wednesday	September 22	6 pm 7 pm	Listening Time Regular Meeting
Monday	October 4	6 pm	Business Meeting Work Session
Monday	October 18	6 pm 7 pm	Listening Time Regular Meeting
Monday	November 1	6 pm	Business Meeting Work Session
Tuesday	November 2		Election Day
Monday	November 15	6 pm 7 pm	Listening Time Regular Meeting
	Nov/Dec TBD		Closed Session for Supt. Review
Monday	December 6**	6 pm 7 pm	Truth in Taxation Business Meeting Work Session
Monday	December 20	6 pm 7 pm	Truth in Taxation (if needed) Listening Time



			Regular Meeting
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2022			
Tuesday	January 4	6 pm	Organizational Meeting Business Meeting Work Session
Tuesday	January 18	6 pm 7 pm	Listening Time Regular Meeting
Monday	February 7	6 pm	Business Meeting Work Session
Tuesday	February 22	6 pm 7 pm	Listening Time Regular Meeting
Monday	March 7	6 pm	Business Meeting Work Session
Monday	March 28	6 pm 7 pm	Listening Time Business Meeting
Tuesday	April 5	6 pm	Business Meeting Work Session
Tuesday	April 19	6 pm 7 pm	Listening Time Business Meeting
Monday	May 9	6 pm	Business Meeting Work Session
Monday	May 23	6 pm 7 pm	Listening Time Business Meeting
Tuesday	June 7	6 pm	Business Meeting Work Session
Monday	June 20	6 pm 7 pm	Listening Time Business Meeting
Monday	June 20	8 pm	Closed Session for Supt. Evaluation



School Board of Robbinsdale Area Schools

Business Meeting – June 7, 2022

AGENDA SECTION: Adjournment

ITEM: 7. Action: Adjournment of Business Meeting

PRESENTER: Helen Bassett, School Board Chair

Recommended Action: Call the business meeting to a close.

Adjournment of Business Meeting – June 7, 2022

Motion by: _____ **Yes:** _____ **Passed:** _____

Second by: _____ **No:** _____ **Failed:** _____

Abstentions: _____