

Work Session will begin 15 minutes after adjournment of the Business Meeting.

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School Board of Robbinsdale Area Schools

Business Meeting - September 6, 2023

AGENDA SECTION: Call to Order

ITEM: Roll Call Attendance

| | PRESENT | ABSENT |
|----------------------------|----------------|---------------|
| Helen Bassett | _____ | _____ |
| ReNae Bowman | _____ | _____ |
| Sharon E. Brooks | _____ | _____ |
| Dr. Greta Evans-Becker | _____ | _____ |
| Kim Holmes | _____ | _____ |
| Caroline Long | _____ | _____ |
| John Vento | _____ | _____ |
| David Engstrom, ex-officio | _____ | _____ |



School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

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

Recommended Action: Approve Business Meeting agenda.

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

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

Abstentions: _____



School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

| | |
|------------------------|--|
| AGENDA SECTION: | Special Report |
| ITEM: | 3.A. Professional Development Plan |
| PRESENTER: | Marti Voight, Assistant Superintendent |

Ms. Voight will be available to answer any questions in regard to the attached Professional Development Plan.



School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

| | |
|------------------------|--|
| AGENDA SECTION: | Special Report |
| ITEM: | 3.B. Sandy Hook Promise Update |
| PRESENTER: | John Groenke, Executive Director of Student Services and Matt Pletcher, Director of Secondary Curriculum and Multilingual Programs |

Mr. Groenke and Mr. Pletcher will provide an update on the progress of the implementation of the Sandy Hook Promise program in the district.



School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

| | |
|------------------------|--|
| AGENDA SECTION: | Special Report |
| ITEM: | 3.C. School Resource Officer (SRO) Contracts |
| PRESENTER: | Marti Voight, Assistant Superintendent |

Ms. Voight will provide a brief update regarding school resource officer (SRO) contract status, and how they will work in our schools.

School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

AGENDA SECTION: Operations

ITEM: 4.A. Approval of the e-Learning Plan for SY2023-2024

COMMENTS BY: John Groenke, Executive Director of Student Services and Matt Pletcher, Director of Secondary Curriculum and Multilingual Programs

Recommended Action: Approve the e-Learning Plan for SY2023-2024.

| | Yes | No | Abstention |
|------------------------|------------|-----------|-------------------|
| Helen Bassett | | | |
| ReNae Bowman | | | |
| Sharon E. Brooks | | | |
| Dr. Greta Evans-Becker | | | |
| Kim Holmes | | | |
| Caroline Long | | | |
| John Vento | | | |

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

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

Abstentions: _____



2023-2024 RAS e-Learning Plan

Revised August 9, 2023

Overview

The Robbinsdale Area Schools e-Learning Plan is written to provide continued, standards-aligned, educational experiences to students on days with inclement weather. e-Learning Days provide Robbinsdale Area Schools an alternative to extending the school year in the event of such weather events. Our plan is developed in accordance with Minnesota Statute [120A.414](#) which states the following:

Subdivision 1. **Days.** "e-learning day" means a school day where a school offers full access to online instruction provided by students' individual teachers due to **inclement weather**. A school district or charter school that chooses to have e-learning days may have up to five e-learning days in one school year. An e-learning day is counted as a day of instruction and included in the hours of instruction under section [120A.41](#).

Subd. 2. **Plan.** A school board may adopt an e-learning day plan after meeting and negotiating with the exclusive representative of the teachers. If a charter school's teachers are not represented by an exclusive representative, the charter school may adopt an e-learning day plan after consulting with its teachers. The plan must include accommodations for students without Internet access at home and for digital device access for families without the technology or an insufficient amount of technology for the number of children in the household. A school's e-learning day plan must provide accessible options for students with disabilities under chapter [125A](#).

Subd. 3. **Annual notice.** A school district or charter school must notify parents and students of the e-learning day plan at the beginning of the school year.

Subd. 4. **Daily notice.** On an e-learning day declared by the school, a school district or charter school must notify parents and students at least **two hours prior** to the normal school start time that students need to follow the e-learning day plan for that day.

Subd. 5. **Teacher access.** Each student's teacher must be accessible both online and by telephone (via Voicemail) during normal school hours on an e-learning day to assist students and parents.

Subd. 6. **Other school personnel.** A school district that declares an e-learning day must continue to pay the full wages for scheduled work hours and benefits of all school employees for the duration of the e-learning period.

This includes the following staff: AFSCME, Cabinet, Casual Employees, Custodians, Education Assistants, Nutrition Services, Principals, Program Assistants, Program Directors, and Teachers. During the e-learning period, school employees must be allowed to work from home to the extent practicable, be assigned to work in an alternative location, or be retained on an on-call basis for any potential need.

Reviewed July 24, 2023. School Board approved September 7, 2022.

District e-Learning Communication Plan

Robbinsdale Area Schools will communicate with families and stakeholders through the following methods:

- Websites, district and school sites, and traditional media
- Social Media:
 - Twitter
 - Instagram
 - Facebook - district and school pages
- Automated Telephone Message
- Automated Text Notifications
- Email notifications

Early Learning e-learning Plan

The Robbinsdale Area Schools e-Learning Plan is written to provide continued, standards-aligned, educational experiences to students on days with inclement weather. e-Learning Days provide Robbinsdale Area Schools an alternative to extending the school year in the event of such weather events.

Teachers, administrators, and other licensed professionals are expected to be available by email or phone (via voicemail) during regular school hours.

Early Learning licensed staff are expected to prepare plans for an e-learning day based on the guidelines below.

Early Intervention and Community site based ECSE services:

Staff will reach out to families with scheduled visits directly via email to check in and provide appropriate learning activities.

Preschool, 2-day ECFE, Family Literacy, and ECSE:

Any teacher or specialist who would have a class or student contact time on a declared e-Learning Day is expected to provide learning opportunities for students.

- Information regarding instructional activities will be shared through a virtual platform (Seesaw) and emailed to families by 8:30 am.
 - 5 Instructional activities can be online or offline.
 - Special Education staff will email families individually to check in and provide any modified or adapted activities in alignment with the general education teacher's plan.
 - Students and families will be expected to engage in the day's learning activities to the best of their ability.
- Completed offline activities may be given to the teacher upon returning to school.

1 day evening and daytime Early Childhood Family Education (ECFE):

Classes will be canceled in the event of a declared e-learning day. Teachers and/or Parent Educators will email class participants to confirm the cancellation of the class by 8:30 am.

Attendance:

- A student can be considered in attendance by:
 - Connecting via a phone call or email with the teacher
 - Parent/caregiver confirming via email or Seesaw that the instructional activities have been received
 - Emailing or submitting a completed instructional activity
- Teachers will call home for any student who does not participate in one of the ways listed above.

Accommodations:

- Families can request a printed copy of the instructional activities upon returning to school.
- Families can request a description of the activities via phone call.
- All work completed should be returned to the classroom teacher within one week of returning to school.
- All classroom teachers will collaborate with special education case managers or English Learner teachers to make appropriate modifications for students in their classes.

Additional Information Regarding Early Learning e-learning days:

- RAS will not be providing district devices or hotspots to Early Learning families
- The following day, teachers will provide time for students to share, draw, or otherwise express what they did on the e-Learning day.

K-5 (Elementary) Plan

Learning Activities: Robbinsdale Area Schools will use current Learning Pathways (Literacy) for students and provide both online and offline options for students (other subjects) to engage in learning on an e-Learning day. Any teacher that would have a class or student contact time on a declared e-Learning day is expected to provide learning opportunities for students.

Communication of Learning Activities:

Learning Pathways will be communicated in the following ways:

- Building grade-level teams will post current Learning Pathway activities for the day on SeeSaw (K-3rd) and Schoology (4th & 5th) by 8:30 a.m. (Tier I schools) and 10:30 a.m. (Tier III schools).
- Learning Pathway activities will be emailed to building administrators to be posted on their social media sites and school web pages.
- Asynchronous instructional videos will be posted for students in grades 4-5 to access by 8:30 a.m.(Tier I schools) and 10:30 a.m. (Tier III schools).
- Teachers in grades K-3 will email Learning Pathway to all families in addition to posting online.

Teachers, principals, and other licensed professionals will be available by email or phone (via voicemail) during regular school hours. Staff contact information can be found in the [RAS Staff Directory](#). All communication requests will be responded to in a timely manner during school hours.

All communications via email will contain the teacher's name, grade level, and school name to assist families with multiple children.

Students will be expected to complete all activities for all areas normally met that day. Completed activities can be posted to SeeSaw (K-3rd) and Schoology (4th & 5th) or delivered upon returning to school with a signature or note from whoever supervised learning activities in the event that printing the assignment/activity is not possible.

Attendance:

- Parents/guardians can respond to the email from the teacher or respond through SeeSaw (or Schoology, if appropriate) that they received the Learning Pathway activities.
 - The teacher will attempt to call home for any student who does not respond via email. The teacher will record the call in the "Contact Log" in Infinite Campus.
 - Attendance should be completed by 10:15 am (Tier 1, 12:15 pm Tier 3).
- Parents/guardians should call the school office if they do not have reliable internet access.
- Adventure Club sites will email appropriate school offices with students who are in attendance.
- All absences will be marked in Infinite Campus as Unexcused. It is the responsibility of the student's parent/guardian to request that absences are excused as stated in RAS Administrative Procedure [503AP](#).
 - Attendance will be changed from an *unexcused absence* to an *excused absence* within 7 days of the declared e-Learning day by returning the assigned work from the e-Learning day or sending a written note.

Accommodations:

- Families can request a printed copy of the Learning Pathway activities upon returning to school.
- Families can request a description of the Learning Pathway activities via phone call.
- Adventure Club will provide digital access to students in attendance.
- All Learning Pathway activities should be returned to the classroom teacher within one week of returning to school.
- All classroom teachers will collaborate with special education case managers to make appropriate modifications for students in their classes.

The next class day after e-Learning in elementary classrooms:

- Provide time for students to share, draw, write about, or otherwise express what they did on the e-Learning day.

6-12 (Secondary) Plan

Learning Activities: Any teacher that would have a class or student contact time on a declared e-Learning Day is expected to provide learning opportunities for students. All secondary classes in Robbinsdale Area Schools will utilize Schoology to post assignment information and lesson resources.

This work may include but is not limited to, online discussions, asynchronous instructional videos, quizzes, web-based and/or print assignments, and readings. This work is also expected to be a continuation of content from the previous day.

Communication of Learning Activities:

Teachers will post an “Update” on Schoology for their classes that includes all directions for the day, tasks to complete, and a clear statement of the day’s learning target(s). This information may also be sent home via Schoology, email, or Infinite Campus.

Teachers, principals, and other licensed professionals will be available by email or phone (via voicemail) during regular school hours. Staff contact information can be found in the [RAS Staff Directory](#). All communication requests will be responded to in a timely manner during school hours.

All communications via email will contain the teacher’s name, grade level, and school name to assist families with multiple children.

Attendance:

- To be counted as present for an e-Learning Day:
 - A student must “Like” the UPDATE posted by the classroom teacher outlining the work for the day. This acknowledges that they have seen the task(s) to be completed for the day.
 - A parent/guardian may respond to the email from the classroom teacher verifying that they have seen the task(s) to be completed for the day.
 - Teachers will post attendance to Infinite Campus by the end of the school day.
 - 3:25 for high schools
 - 4:05 for middle schools
- Parents/guardians should call the attendance line for the school office if they do not have reliable internet access.
- All absences will be marked in Infinite Campus as Unexcused. It is the responsibility of the student’s parent/guardian to request that absences are excused as stated in RAS Administrative Procedure [503AP](#).
 - Attendance will be changed from an *unexcused absence* to an *excused absence* within 7 days of the declared e-Learning day by returning the assigned work from the e-Learning day or sending a written note.

Accommodations:

- All classroom teachers will collaborate with special education case managers to make appropriate modifications for students in their classes as needed.
- Self-contained classrooms may adhere to the general education model or they may use the learning pathway model used in elementary classrooms as deemed appropriate by case managers and self-contained classroom teachers.
- Any other service provider that would be working with a student on an e-Learning day must send an assignment or task via email and document this in the “Contact Log” in Infinite Campus

Robbinsdale Academy Programs:

Included Programs: Alternative Placement, Credit Recovery, Edge, and Highview

Robbinsdale Academy classes that do not use Schoology will adhere to the following additional guidelines:

- Students and their parent(s)/guardian(s), who are enrolled in any of the Robbinsdale Academy Programs will receive an email from each of their teachers outlining the expectations for the day.
- Students or parents/guardians will need to respond to this email for attendance purposes.

Post-Secondary Enrollment Option (PSEO) Students:

Students who are enrolled in PSEO will be contacted by their enrolled high school principal or designee informing the student that they must contact their PSEO instructors for details of their classes that day.

The next school day after e-Learning in secondary classrooms:

Teachers will have the following available to students:

- Time to work on tasks that were not completed on the e-Learning day
- Time to deepen understanding and engage in richer tasks for those who completed their tasks on the e-Learning day.

These should be done in ways that continue learning for all students in the classroom.

Adult Basic Education (ABE)

Learning Activities: Any teacher that would have a class or student contact time on a declared e-Learning Day is expected to provide learning opportunities for students. All classes provided through ABE will adhere to their state-approved Distance Learning guidelines. This work may include but is not limited to, online discussions, quizzes, web-based and/or print assignments, and readings. This work is also expected to be a continuation of content from the previous day.

Communication of Learning Activities:

Teachers will communicate expectations with their students via email and telephone calls on declared e-Learning days.

Teachers, ABE Director, and other licensed professionals will be available by email or phone (via voicemail) during regular school hours. Staff contact information can be found on the [Adult Academic Program webpage](#). All communication requests will be responded to in a timely manner during school hours.

All communications via email will contain the teacher's name and school name to assist students who might also receive emails from their children's teachers.

Attendance:

Student attendance will be counted in accordance with Distance Learning practices that are already approved for use in Adult Basic Education by the State of Minnesota.

Accommodations:

The Distance Learning plan that is already in place for Adult Basic Education programming accounts for necessary accommodations for their students.

Robbinsdale Transition Center Plan (RTC)

Learning Activities: Teachers at Robbinsdale Transition Center (RTC) will collaborate to create a unified document that has all learning activities for students. Any teacher that would have a class or student contact time on a declared e-Learning Day is expected to provide learning opportunities for students. Robbinsdale Area Schools will utilize learning pathways for students that provide both online and offline options for students to engage in learning.

Learning pathways will be revisited monthly during the months of November through April to ensure that the work being completed aligns with the current topics of study.

Communication of Learning Activities:

Learning opportunities will be emailed to building administrators and directly to students and their families.

Teachers, principals, and other licensed professionals will be available by email or phone (via voicemail) during regular school hours. Staff contact information can be found in the [RAS Staff Directory](#). All communication requests will be responded to in a timely manner during school hours.

All communications via email will contain the teacher's name and school name to assist families with multiple children.

Students will be expected to complete ONE option for each course. Completed activities should be returned upon returning to school. Parents/Adult Students have the option of writing down the completed learning activities in the event that printing them is not possible.

Attendance:

- Parents/Adult Students can respond to the email from the teacher that they received the learning activities.
 - The teacher will attempt to call home for any student who does not respond via email. The teacher will record the call in the "Contact Log" in Infinite Campus.
 - Attendance should be completed by 10:15 am.
- Parents/Adult Students should call the school office if they do not have reliable internet access.
- All absences will be marked in Infinite Campus as Unexcused. It is the responsibility of the student's parent/guardian to request that absences are excused as stated in RAS Administrative Procedure [503AP](#).
 - Attendance will be changed from an *unexcused absence* to an *excused absence* within 7 days of the declared e-Learning day by returning the assigned work from the e-Learning day or sending a written note.

Accommodations:

- Families/Adult Students can request a printed copy of the learning activities upon returning to school.
- All learning activities should be returned to the course teacher within three days of returning to school.

Plan monitored and reviewed by:

Bridget Hall, Director of Curriculum and Instruction

Matt Pletcher, Director of Curriculum and Instruction

John Groenke, Executive Director of Student Services

Marti Voight, Assistant Superintendent

Dr. Sue Holtz, Director of Technology

Toni Boyden, Director of Student Services

Kelley Sabako, Student Systems, and Enrollment Coordinator

Emilie Levinson, Director of Early Learning

Tracy Ogren, Special Education Supervisor

Jen Ouellette-Schramm, Director of Adult Academic Programs

Robbinsdale Area Schools Executive Cabinet

School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

AGENDA SECTION: Operations

ITEM: 4.B. Resolution Authorizing Payment of Specific Statements in Advance for 2023-2024 (3 items previously pulled)

COMMENTS BY: Virginia Verbrugge, Assistant Director of Finance

Recommended Action: Approve the resolution authorizing payment of specific statements in advance for 2023-2024 (3 items previously pulled).

| | Yes | No | Abstention |
|------------------------|------------|-----------|-------------------|
| Helen Bassett | | | |
| ReNae Bowman | | | |
| Sharon E. Brooks | | | |
| Dr. Greta Evans-Becker | | | |
| Kim Holmes | | | |
| Caroline Long | | | |
| John Vento | | | |

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

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

Abstentions: _____

**RESOLUTION TO AUTHORIZE PAYMENT OF SPECIFIC STATEMENTS
IN ADVANCE OF BOARD APPROVAL**

_____ introduced the following resolution and move its adoption:

BE IT RESOLVED by the School Board of Independent School District No. 281, Robbinsdale, Minnesota, as follows:

It is recommended that and consistent with Minnesota Statute 123B.11, 123B.02 and 471.38, the Executive Director of Finance be hereby vested with the authority and responsibility to make the following payment in advance of board approval for the 2023-2024 school year.

Payment or expense claims against the school district for:

1. Contracted transportation invoices
2. Registration and travel expenses
3. Special program speakers fees, consulting fees and contracted personnel service fees

The Executive Director of Finance is hereby vested with the authority and responsibility to initiate electronic fund transfers including payment of interest, payroll bank account transfers, state and federal tax withholding, state sales tax, electronic fund transfer payments covering investments, bond principal and interest, tax anticipation certificate principal and interest, loan principal and interest fiscal agent service charges.

1. The disbursing bank shall keep on file a certified copy of this authorization which allows electronic fund transfers.
2. The initiator of the electronic transfer shall be identified for each transaction.
3. The initiator shall document the request and obtain approval from the Executive Director of Finance.
4. A written confirmation of the transaction shall be made no later than one business day after the transaction and shall be used to support the transaction.

Motion was seconded by _____, and upon vote being taken thereon, the following voted in favor thereof:

And the following voted against the same:

Whereupon said resolution was declared duly adopted.

By: _____
School Board Chair

By: _____
School Board Clerk

Date: _____

Date: _____

School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

AGENDA SECTION: Operations

ITEM: 4.C. Resolution for Armstrong/Cooper Boys Swimming Cooperative

COMMENTS BY: Anthony Williams, Executive Director of Community Education, Athletics and Activities

Recommended Action: Approve the resolution for Armstrong/Cooper Boys Swimming Cooperative.

| | Yes | No | Abstention |
|------------------------|-----|----|------------|
| Helen Bassett | | | |
| ReNae Bowman | | | |
| Sharon E. Brooks | | | |
| Dr. Greta Evans-Becker | | | |
| Kim Holmes | | | |
| Caroline Long | | | |
| John Vento | | | |

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

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

Abstentions: _____

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 **Swim - Boys**
 beginning with the **2023 - 2024** 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: | Robbinsdale Cooper | 1,630 | New Hope | 6AA | 2A |
| High School #2: | Robbinsdale Armstrong | 1,833 | Plymouth | 6AA | 5AA |
| 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)

- 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
- 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
- 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/MSHSL/Membership%20Information%20-%20A%20History%20&%20Model%20Resolution%20for%20School%20Boards))
- 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 |
|----------------|-----|-----|-----|------|------|------|
| Cooper HS | | 1 | 1 | 2 | 4 | 4 |
| Armstrong HS | | 2 | 1 | 2 | 4 | 1 |
| High School #3 | | | | | | |
| High School #4 | | | | | | |

- Team Identification: (Indicate how cooped schools should be identified in tournament programs): **Armstrong / Cooper WINGS**
- Team Colors: ___ Navy/Red Team Mascot: _____
- Host School (school that will receive revenue share check): Robbinsdale Armstrong High School

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

Official Action of the MSHSL Board of Directors

Approved 21 Not Approved

Signature: _____
 MSHSL Executive Director

Date: _____

School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

AGENDA SECTION: Operations

ITEM: 4.D. Resolution for Armstrong/Cooper Girls Lacrosse Cooperative

COMMENTS BY: Anthony Williams, Executive Director of Community Education, Athletics and Activities

Recommended Action: Approve the resolution for Armstrong/Cooper Girls Lacrosse Cooperative.

| | Yes | No | Abstention |
|------------------------|------------|-----------|-------------------|
| Helen Bassett | | | |
| ReNae Bowman | | | |
| Sharon E. Brooks | | | |
| Dr. Greta Evans-Becker | | | |
| Kim Holmes | | | |
| Caroline Long | | | |
| John Vento | | | |

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

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

Abstentions: _____

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 **2023 - 2024** 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: | Robbinsdale Armstrong | 1,833 | Plymouth | 6AA | 5A |
| High School #2: | Robbinsdale Cooper | 1,630 | New Hope | 6AA | 5A |
| 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)

- Do any of the above schools belong to a conference in this activity? MSHSL
 Yes This application must include a review and comments from the conference(s) of which the schools are members.
 No
- 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
- 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)
- 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 |
|----------------|-----|-----|-----|------|------|------|
| Armstrong HS | 5 | 4 | 6 | 10 | 5 | 12 |
| Cooper HS | 0 | 0 | 1 | 0 | 8 | 2 |
| High School #3 | | | | | | |
| High School #4 | | | | | | |

- Team Identification: (Indicate how cooped schools should be identified in tournament programs): **Armstrong / Cooper WINGS**
- Team Colors: ___ Red/Navy Team Mascot: ___ Wings ___
- Host School (school that will receive revenue share check): Robbinsdale Armstrong High School

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

Official Action of the MSHSL Board of Directors

Approved 23 Not Approved

Signature: _____
 MSHSL Executive Director

Date: _____

School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

AGENDA SECTION: Operations

ITEM: 4.E. Approval of SRO Contracts for New Hope and Robbinsdale

COMMENTS BY: Bo Powell, Director of Security

Recommended Action: Approve the SRO contracts for New Hope and Robbinsdale.

| | Yes | No | Abstention |
|------------------------|------------|-----------|-------------------|
| Helen Bassett | | | |
| ReNae Bowman | | | |
| Sharon E. Brooks | | | |
| Dr. Greta Evans-Becker | | | |
| Kim Holmes | | | |
| Caroline Long | | | |
| John Vento | | | |

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

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

Abstentions: _____

**SCHOOL RESOURCE OFFICER AGREEMENT BY AND BETWEEN THE
INDEPENDENT SCHOOL DISTRICT 281 AND THE CITY OF NEW HOPE**

THIS SCHOOL RESOURCE OFFICER AGREEMENT (“**Agreement**”) is made by and between the INDEPENDENT SCHOOL DISTRICT 281, a Minnesota school district, (“**School District**”) and the CITY OF NEW HOPE a Minnesota municipal corporation (“**City**”). The District and City may be identified individually as a “Party” or collectively as the “Parties.”

Recitals

- A. Independent School District 281 and the City desire the creation of a high-quality learning environment for students, staff and families. As such, we are entering into this agreement to engage the services of a school resource officer (“**SRO**”) from the City’s police department. While this Agreement refers to a single SRO, more than one SRO may be provided and the terms of this Agreement shall apply to each such SRO.
- B. The Safe Schools Levy provides monetary funds to school districts to hire school resource officers to help address safety related issues within schools.
- C. To that end, the School District desires to obtain the services of, and the City agrees to provide, SRO(s) in accordance with the terms and conditions of this Agreement.

Agreement

In consideration of the terms and conditions contained herein, the Parties hereby agree as follows:

- 1. **SRO SERVICES.** The City agrees to provide the School District a SRO to provide services at the school identified herein, and the School District agrees to provide funding for the SRO, in accordance with the terms and conditions of this Agreement.
- 2. **TERM.** The Term of this Agreement shall be for a twelve (12) month period from July 1, 2023 to June 30, 2024 .
- 3. **TERMINATION.** Either Party may terminate this Agreement upon a sixty (60) days written notice to the other of such termination. In the event of a termination, any payments due to the City shall be prorated based on the period of SRO services provided.
- 4. **LEVY.** The School District will levy the maximum amount permitted by law to the property tax payers in the School District to help fund the SRO position.
- 5. **PROGRAM FUNDING.** The School District will meet with the Chief Law Enforcement Officer, or designee, of the City to discuss the allocation of available funds to support the SRO services. The City will invoice the School District for the first half of the payment on January 1 and for the second half of the payment on June 30. The funding the School District shall provide to the City for the 2023-24 school year will be \$56,627.31 per full time equivalent (“**FTE**”) SRO

provided by the City (“**FTE Funding**”). Pursuant to paragraph 7, the City will document all days the SRO is not on site and discount the first or second half payment at a rate of \$339.09 per day. Notwithstanding the termination provision contained herein, the City may terminate this Agreement upon ten (10) days written notice of termination to the School District if the City determines the School District does not have sufficient funds to pay the FTE Funding.

6. SCHOOLS SERVED. Cooper High School, 8230 47th Avenue N., New Hope, MN 55428(“**School**”) will receive SRO services under this Agreement.

7. NUMBER OF SROs. The City will assign two (2) FTE police officers to serve as the SRO at the School during the regular school year. The City will work collaboratively with the school district to determine which of its police officers to assign to serve as the SRO under this Agreement. The number of police officers serving in the SRO position at the School may be modified at any time upon the written agreement of the City and the School District. The provision of all such SRO(s) shall be subject to the terms and conditions of this Agreement. The School District agrees to pay the City the FTE Funding amount for each FTE SRO provided at the School. There will be no SRO(s) when the school district is in e- learning at any of the schools. - No payments will be made to the cities when SRO(s) are not on site.

8. RELATIONSHIP OF THE PARTIES. The SRO(s) assigned to the School District is an employee of the City and will not be considered an employee of the School District. The SRO) will be subject to the control, supervision, policies, procedures, and general orders of the City and its Police Department as well as the policies and procedures of Independent School District 281. At all times, the SRO(s) will be considered law enforcement for the purposes where the law requires school districts to make referrals to law enforcement. It is agreed that nothing contained in this Agreement is intended or should be construed in any manner as creating or establishing a partnership or joint venture between the Parties. Neither party agrees to accept responsibility for the acts of the other Party or of the other Party’s officers, personnel, employees, agents, contractors, or servants. Any claims arising out of the employment or alleged employment, including without limitation claims of discrimination, by or against a Party’s officers, personnel, employees, agents, contractors, or servants will in no way be the responsibility of the other Party. Neither Party will have any authority to bind the other by or with any contract or agreement, nor to impose any liability upon the other. All acts and contracts of each Party will be in its own name and not in the name of the other, unless otherwise provided herein.

9. COMPENSATION TO SRO. The City will be responsible for all payments regarding compensation, benefits, pension plans and withholdings for its officer(s) serving as the SRO(s) at the School. The Parties will, except as provided herein, act in their individual capacities and not as agents, employees, partners, joint ventures or associates of the other. Neither of the Parties, nor its personnel, employees, agents, contractors, or servants, shall be entitled to any benefits of the other. The Parties will not provide any insurance coverage to the other or their employees including, but not limited to, workers’ compensation insurance. Each Party will pay all wages, salaries and other amounts due its employees and will be responsible for all reports, obligations, and payments pertaining to social security taxation, income tax withholding, workers’ compensation, unemployment compensation, group insurance coverage, collective bargaining agreements or any other such similar matters.

10. DUTIES AND EVALUATION OF THE OFFICER. The law enforcement services provided to the School District by the SRO(s) will be at the sole discretion of the City. Officer standards of performance, conduct and discipline of the officer, performance reviews and other internal matters related to the SRO(s) services shall be under the authority of the City. Time spent by the SRO(s) in excess of eight (8) hours in a day in the performance of SRO duties at the School will be on a specific, case-by-case basis requiring the advance approval of the City and the School District. The City retains the authority to recall the SRO(s) if the person is needed to respond to an emergency occurring off of School grounds.

11. DESCRIPTION OF SERVICES. The SRO(s) will provide the followings services at the School:

- A. Promote the safety and welfare of students.
- B. Serve as a resource for teachers, parents and students regarding individual problems or questions.
- C. Work with the administrators and staff of the School by building relationships with students in the prevention of delinquency.
- D. The SRO will encourage positive attitudes and supportive behaviors toward school district policies and procedures as well as the law, and demonstrate and model the responsible exercise of authority.
- E. Actively support school district policy and procedures.
- F. Maintain awareness of all criminal or delinquency investigations or criminal interrogations being done at the School and, when necessary, provide information to school administration and District leadership. All questioning of the students will be in adherence with District policies and administrative procedures such as AP519.
- G. Perform investigations of criminal incidents occurring at the School and make proper referrals to law enforcement as serious matters may require.
- H. Provide input to School administration on matters relating to School building security and occupant safety.
- I. Participate in community and School efforts to promote positive youth development.
- J. To the extent possible and consistent with other responsibilities, the SRO will wear appropriate civilian attire while working at the School.
- K. Speak to and provide curriculum support for classrooms on age appropriate subjects to present to School students as requested by School administration.

L. Perform other duties and assume other responsibilities as may be agreed to between the City's Chief Law Enforcement Officer and District administration.

M. It is required of Independent School District 281 to have any School Resource Officer participate in school diversion efforts, which are in alignment with our District Discipline Policy.

N. For any school code violations identified or witnessed, the SRO(s) will defer the student to the principal's office as disciplining students for code of conduct violations is a School District Responsibility.

12. STUDENT DISCIPLINE. The SRO(s) will not recommend, determine or provide input on student discipline by the School. Unless requested by School administration or other personnel, the SRO is not responsible for responding to any situation that other school personnel can adequately handle. The Parties understand and agree incidents such as disorderly conduct, bullying, cyberbullying, disruption of school assembly or activities, profanity, dress code, and fighting that does not involve physical injury or a weapon, shall be considered School discipline issues to be handled by other School officials, unless the presence of the SRO(s) are necessary to protect the physical safety of students, school personnel, or public. Nothing in this Agreement prevents or limits the authority of the SRO(s) to exercise his or her duties as a law enforcement officer regardless of whether the exercise of those duties occurs on or off School grounds.

13. ACCESS TO EDUCATIONAL DATA. The Parties are subject to the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, and the School District is subject to the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g ("FERPA"). The SRO position is not a designated "school official" with regard to the FERPA while under contract and providing SRO services to the School District. The City agrees to comply with the requirements of FERPA to the extent its police officer serving as the SRO obtains data from the School District subject to FERPA.

14. PUBLIC DATA. School District officials will allow the SRO(s) to inspect and copy any public records maintained by the School District to the extent allowed by law.

15. PRIVATE EDUCATIONAL DATA. If information in a student's record is needed in an emergency to protect the health or safety of the student or other individuals, School District officials will disclose to the SRO(s) the information needed to respond to the emergency situation based upon the seriousness of the threat to someone's health or safety, the need of the information in order to meet the emergency situation, and the extent to which time is of the essence. If student record information is needed by an SRO, but no emergency situation exists, the information may be released only as allowed by law.

16. ADDITIONAL OFFICER DUTIES. The SRO(s) will respond to emergency calls, attend police training, and any other special duties as assigned by the City while fulfilling the SRO requirements under this Agreement.

17. TRAINING. The School District agrees to provide the following training at its own cost.

a. **Role of the SRO(s).** The School District will provide training to School personnel regarding the appropriate role of the SRO(s) and when personnel may request help from the SRO(s). The training will also emphasize that personnel are not to refer students to law enforcement because of conduct in the classroom unless the presence of the SRO(s) is necessary to protect the physical safety of students, school personnel, or public.

18. OFFICER SUPPLIES AND EQUIPMENT. The School shall not be required to provide the SRO(s) any clothing, uniforms, vehicles, or other equipment necessary to perform the required duties under this Agreement.

19. INDEMNIFICATION. Each Party shall be responsible for its own acts and omissions and the results thereof to the greatest extent authorized by law. Neither Party agrees to accept the liability of the other. Each Party agrees to defend, indemnify and hold the other harmless from any and all liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney's fees, directly resulting from the indemnifying Party's own negligent actions or inactions, or the negligent actions or inactions of the indemnifying Party's employees and officers. The Party seeking to be indemnified and defended shall provide timely notice to the others when the claim is brought. The Party undertaking the defense shall retain all rights and defenses available to the indemnified Party and no immunities or limitations on liability are hereby waived that are otherwise available to either Party.

20. NONDISCRIMINATION. Both Parties agree they will not discriminate against any employee or applicant for employment to be employed in the performance of this Agreement with respect to hire, tenure, terms, conditions, or privileges of employment because of the race, color, religion, sex, disability, or national origin or similarly protected statues of the employee or applicant. Neither Party will, in the performance of this Agreement, discriminate or permit discrimination in violation of federal or state laws or local ordinances.

21. NOTICE. Any notice, demand, request or other communication that may or will be given or served by the Parties, will 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:

| If to the City: | If to the School District: |
|--|---|
| Tim Hoyt Police Chief New Hope Police Department 4401 Xylon Avenue N. New Hope, MN 55428 | Bo Powell Director of Security 4148 Winnetka Avenue North New Hope, MN 55427 |

| | |
|--|--|
| | |
|--|--|

22. APPLICABLE LAW. The Parties to this Agreement will comply with all applicable federal, state, and local laws, rules, regulations, and ordinances in the performance of their respective obligations under this Agreement. Minnesota law will govern the terms and the performance under this Agreement.

23. ENTIRE AGREEMENT; AMENDMENTS. This Agreement, including the recitals which are incorporated herein, constitutes the entire agreement between the Parties and no other agreement prior to this Agreement or contemporaneous to this Agreement will be effective except as expressly set forth or incorporated in this Agreement. Any purported amendment to this Agreement will not be effective unless it is set forth in writing and executed by both Parties.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective duly authorized officers effective as of the date indicated above.

CITY OF NEW HOPE

INDEPENDENT SCHOOL DISTRICT 281

By *Kathi Hemken*
Mayor

By _____
Executive Director of Finance

By *[Signature]*
City Manager

BY _____
Assistant Superintendent

BY _____
School Board Chair

**SCHOOL RESOURCE OFFICER AGREEMENT BY AND BETWEEN THE
INDEPENDENT SCHOOL DISTRICT 281 AND THE CITY OF ROBBINSDALE**

THIS SCHOOL RESOURCE OFFICER AGREEMENT (“**Agreement**”) is made by and between the INDEPENDENT SCHOOL DISTRICT 281, a Minnesota school district, (“**School District**”) and the CITY OF ROBBINSDALE a Minnesota municipal corporation (“**City**”). The District and City may be identified individually as a “**Party**” or collectively as the “**Parties**.”

Recitals

A. Independent School District 281 and the City desire the creation of a high-quality learning environment for students, staff and families. As such, we are entering into this agreement to engage the services of a school resource officer (“**SRO**”) from the City’s police department. While this Agreement refers to a single SRO, more than one SRO may be provided and the terms of this Agreement shall apply to each such SRO.

B. The Safe Schools Levy provides monetary funds to school districts to hire school resource officers to help address safety related issues within schools.

C. To that end, the School District desires to obtain the services of, and the City agrees to provide, SRO(s) in accordance with the terms and conditions of this Agreement.

Agreement

In consideration of the terms and conditions contained herein, the Parties hereby agree as follows:

- 1. SRO SERVICES.** The City agrees to provide the School District a SRO to provide services at the school identified herein, and the School District agrees to provide funding for the SRO, in accordance with the terms and conditions of this Agreement.
- 2. TERM.** The Term of this Agreement shall be for a twelve (12) month period from July 1, 2023 to June 30, 2024.
- 3. TERMINATION.** Either Party may terminate this Agreement upon a sixty (60) days written notice to the other of such termination. In the event of a termination, any payments due to the City shall be prorated based on the period of SRO services provided.
- 4. LEVY.** The School District will levy the maximum amount permitted by law to the property tax payers in the School District to help fund the SRO position.
- 5. PROGRAM FUNDING.** The School District will meet with the Chief Law Enforcement Officer, or designee, of the City to discuss the allocation of available funds to support the SRO services. The City will invoice the School District for the first half of the payment on January 1 and for the second half of the payment on June 30. The funding the School District shall provide to the City for the 2023-24 school year will be \$56,627.31 per full time equivalent (“**FTE**”) SRO provided by the City (“**FTE Funding**”). Pursuant to paragraph 7, the City will document all

days the SRO is not on site and discount the first or second half payment at a rate of \$339.09 per day. Notwithstanding the termination provision contained herein, the City may terminate this Agreement upon ten (10) days written notice of termination to the School District if the City determines the School District does not have sufficient funds to pay the FTE Funding.

6. SCHOOLS SERVED. Robbinsdale Middle School, 3730 Toledo Ave. North, Robbinsdale, MN, 55422 (“**School**”) will receive SRO services under this Agreement.

7. NUMBER OF SROs. The City will assign one (1) FTE police officer to serve as the SRO at the School during the regular school year. The City will work collaboratively with the school district to determine which of its police officers to assign to serve as the SRO under this Agreement. The number of police officers serving in the SRO position at the School may be modified at any time upon the written agreement of the City and the School District. The provision of all such SROs shall be subject to the terms and conditions of this Agreement. The School District agrees to pay the City the FTE Funding amount for each FTE SRO provided at the School. There will be no SRO(s) when the school district is in distance learning at any of the schools. No payments will be made to the cities when SROs are not on site.

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10. DUTIES AND EVALUATION OF THE OFFICER. The law enforcement services provided to the School District by the SRO will be at the sole discretion of the City. Officer standards of performance, conduct and discipline of the officer, performance reviews and other internal matters related to the SRO services shall be under the authority of the City. Time spent by the SRO in excess of eight (8) hours in a day in the performance of SRO duties at the School will be on a specific, case-by-case basis requiring the advance approval of the City and the School District. The City retains the authority to recall the SRO if the person is needed to respond to an emergency occurring off of School grounds.

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- A. Promote the safety and welfare of students.
- B. Serve as a resource for teachers, parents and students regarding individual problems or questions.
- C. Work with the administrators and staff of the School by building relationships with students in the prevention of delinquency.
- D. The SRO will encourage positive attitudes and supportive behaviors toward school district policies and procedures as well as the law, and demonstrate and model the responsible exercise of authority.
- E. Actively support school district policy and procedures.
- F. Maintain awareness of all criminal or delinquency investigations or criminal interrogations being done at the School and, when necessary, provide information to school administration and District leadership. All questioning of the students will be in adherence with District policies and administrative procedures such as AP519.
- G. Perform investigations of criminal incidents occurring at the School and make proper referrals to law enforcement as serious matters may require.
- H. Provide input to School administration on matters relating to School building security and occupant safety.
- I. Participate in community and School efforts to promote positive youth development.
- J. To the extent possible and consistent with other responsibilities, the SRO will wear appropriate civilian attire while working at the School.
- K. Speak to and provide curriculum support for classrooms on age appropriate subjects to present to School students as requested by School administration.
- L. Perform other duties and assume other responsibilities as may be agreed to between the City's Chief Law Enforcement Officer and District administration.

M. It is required of Independent School District 281 to have any School Resource Officer participate in school diversion efforts, which are in alignment with our District Discipline Policy.

N. For any school code violations identified or witnessed, the SRO will defer the student to the principal's office as disciplining students for code of conduct violations is a School District Responsibility.

12. STUDENT DISCIPLINE. The SRO will not recommend, determine or provide input on student discipline by the School. Unless requested by School administration or other personnel, the SRO is not responsible for responding to any situation that other school personnel can adequately handle. The Parties understand and agree incidents such as disorderly conduct, bullying, cyberbullying, disruption of school assembly or activities, profanity, dress code, and fighting that does not involve physical injury or a weapon, shall be considered School discipline issues to be handled by other School officials, unless the presence of the SRO is necessary to protect the physical safety of students, school personnel, or public. Nothing in this Agreement prevents or limits the authority of the SRO to exercise his or her duties as a law enforcement officer regardless of whether the exercise of those duties occurs on or off School grounds.

13. ACCESS TO EDUCATIONAL DATA. The Parties are subject to the Minnesota Government Data Practices Act, Minnesota Statutes, chapter 13, and the School District is subject to the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g (“**FERPA**”). The SRO position is not a designated “school official” with regard to the FERPA while under contract and providing SRO services to the School District. The City agrees to comply with the requirements of FERPA to the extent its police officer serving as the SRO obtains data from the School District subject to FERPA.

14. PUBLIC DATA. School District officials will allow the SRO to inspect and copy any public records maintained by the School District to the extent allowed by law.

15. PRIVATE EDUCATIONAL DATA. If information in a student’s record is needed in an emergency in order to protect the health or safety of the student or other individuals, School District officials will disclose to the SRO the information needed to respond to the emergency situation based upon the seriousness of the threat to someone’s health or safety, the need of the information in order to meet the emergency situation, and the extent to which time is of the essence. If student record information is needed by an SRO, but no emergency situation exists, the information may be released only as allowed by law.

16. ADDITIONAL OFFICER DUTIES. The SRO will respond to emergency calls, attend police training, and any other special duties as assigned by the City while fulfilling the SRO requirements under this Agreement.

17. TRAINING. The School District agrees to provide the following training at its own cost.

a. **Role of the SRO.** The School District will provide training to School personnel regarding the appropriate role of the SRO and when personnel may request help from the SRO. The training will also emphasize that personnel are not to refer students to law enforcement because of conduct in the classroom unless the presence of the SRO is necessary to protect the physical safety of students, school personnel, or public.

18. OFFICER SUPPLIES AND EQUIPMENT. The School shall not be required to provide the SRO any clothing, uniforms, vehicles, or other equipment necessary to perform the required duties under this Agreement.

19. INDEMNIFICATION. Each Party shall be responsible for its own acts and omissions and the results thereof to the greatest extent authorized by law. Neither Party agrees to accept the liability of the other. Each Party agrees to defend, indemnify and hold the other harmless from any and all liability, claims, causes of action, judgments, damages, losses, costs, or expenses, including reasonable attorney’s fees, directly resulting from the indemnifying Party’s own negligent actions or inactions, or the negligent actions or inactions of the indemnifying Party’s employees and officers. The Party seeking to be indemnified and defended shall provide timely notice to the others when the claim is brought. The Party undertaking the defense shall retain all rights and defenses available to the indemnified Party and no immunities or limitations on liability are hereby waived that are otherwise available to either Party.

20. NONDISCRIMINATION. Both Parties agree they will not discriminate against any employee or applicant for employment to be employed in the performance of this Agreement with respect to hire, tenure, terms, conditions, or privileges of employment because of the race, color, religion, sex, disability, or national origin or similarly protected statuses of the employee or applicant. Neither Party will, in the performance of this Agreement, discriminate or permit discrimination in violation of federal or state laws or local ordinances.

21. NOTICE. Any notice, demand, request or other communication that may or will be given or served by the Parties, will 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:

| If to the City: | If to the School District: |
|--|---|
| Patrick Foley Chief of Police Robbinsdale Police Department 4101 Hubbard Avenue N. Robbinsdale, MN 55422 | Bo Powell Director of Security 4148 Winnetka Avenue North New Hope, MN 55427 |

22. APPLICABLE LAW. The Parties to this Agreement will comply with all applicable federal, state, and local laws, rules, regulations, and ordinances in the performance of their respective

obligations under this Agreement. Minnesota law will govern the terms and the performance under this Agreement.

23. ENTIRE AGREEMENT; AMENDMENTS. This Agreement, including the recitals which are incorporated herein, constitutes the entire agreement between the Parties and no other agreement prior to this Agreement or contemporaneous to this Agreement will be effective except as expressly set forth or incorporated in this Agreement. Any purported amendment to this Agreement will not be effective unless it is set forth in writing and executed by both Parties.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their respective duly authorized officers effective as of the date indicated above.

CITY OF ROBBINSDALE

INDEPENDENT SCHOOL DISTRICT 281

By  _____
Mayor

By _____
Executive Director of Finance

By  _____
City Manager

By _____
Assistant Superintendent

By _____
School Board Chair

**SCHOOL RESOURCE OFFICER AGREEMENT BY AND BETWEEN
INDEPENDENT SCHOOL DISTRICT NO. 281 AND THE CITY OF GOLDEN
VALLEY**

This SCHOOL RESOURCE OFFICER AGREEMENT (“Agreement”) made this ____ day of _____, 2023 by and between INDEPENDENT SCHOOL DISTRICT NO. 281, ROBBINSDALE PUBLIC SCHOOLS, a Minnesota school district (the “District”) and the CITY OF GOLDEN VALLEY, a Minnesota municipal corporation (the “City”). The District and the City are collectively referred to herein as the “Parties,” and individually as a “Party.”

Background

WHEREAS, the Parties desire to implement a public safety program at Sandburg Middle School and Robbinsdale Academy – Highview (the “Program”) by engaging the services of a school resource officer (the “Officer”) for the Golden Valley Police Department;

WHEREAS, the Parties desire to maintain a cooperative and coordinated approach to deterring and addressing criminal activity on school property and at District-sponsored events and activities;

WHEREAS, Minnesota Statutes, section 126C.44 authorizes the District to contract with the City to have peace officers provide school resource services; and

WHEREAS, Minnesota Statutes, section 126C.44 further authorizes the District to levy for an appropriate portion of the costs the City incurs in paying wages, providing benefits, and providing transportation for peace officers who are assigned to perform school resource officer duties in the District;

NOW, THEREFORE, IN CONSIDERATION OF the mutual promises contained in this Agreement and other valuable consideration, the sufficiency and receipt of which is acknowledged, the Parties agree as follows:

Terms

1. MISSION, PURPOSE, AND DESIRED OUTCOMES.

- a. The Parties shall work collaboratively to provide public safety services that support the schools’ mission to inspire and educate all learners to develop their unique potential and positively contribute to their community.
- b. The purpose of the Program is to promote a positive school climate and relationship building, especially between teachers and students and their families. The Program also aims to prevent disciplinary exclusions and disproportionality in school discipline.

- c. The Parties shall work together to ensure the Program achieves the following desired outcomes (collectively, the “Desired Outcomes”):
 - i. Substantially reduce the number of youth arrested in the Program and referred to the justice system;
 - ii. Improve school attendance and success by reducing the use of exclusionary discipline practices;
 - iii. Eliminate racial and ethnic disparities in school-based arrests and exclusionary school discipline practices;
 - iv. Provide students with access to services to address underlying needs and promote long-term well-being;
 - v. Engage in restorative practices and approaches before relying on punitive interventions whenever feasible;
 - vi. Create wellness for community members by providing trauma informed wellness services; and
 - vii. Increase community member, specifically student, sense of safety in the Program by providing data informed safety services. For purposes of this Agreement, community member means students, staff, parents, and volunteers of the Program.

2. TERM OF AGREEMENT AND TERMINATION.

- a. The term of this Agreement shall be for a twelve-month period from _____, 2023 to June 30, 2024.
- b. Either Party may terminate this agreement upon sixty (60) days’ written notice to the other Party. In the event of a termination, any payments shall be prorated.

3. PROGRAM FUNDING.

The City shall invoice the District for the first half of the payment on January 1st of each year and for the second half of the payment on June 30th of each year. The funding provided to the District for the 2023-2024 school year is \$56,652.31 per **full-time employee (FTE)**. The cost to the City of employing one FTE is \$151,652.80 per year or \$113,739.60 during the 2023-2024 school year (September through June).

The District will services as necessary and feasible associated with student and staff safety issues, including:

- a. peace officer liaison services;
- b. drug abuse prevention programs;
- c. gang resistance education training curriculum;
- d. security in the district's schools and on school property;
- e. other crime prevention, drug abuse, student and staff safety, voluntary opt-in suicide prevention tools, and violence prevention measures;

- f. licensed school counselors, licensed school nurses, licensed school social workers, licensed school psychologists, and licensed alcohol and substance use disorder counselors to help provide early responses to problems;
- g. facility security enhancements related to violence prevention and facility security;
- h. services associated with improving the school climate;
- i. and costs for collocating and collaborating with mental health professionals who are not district employees or contractors.

4. SCHOOLS SERVED.

Sandburg Middle School located at 2400 Sandburg Ln, Golden Valley, MN 55427, and Robbinsdale Academy—Highview located at 2400 Sandburg Ln, Golden Valley, MN 55427, shall receive services under this Agreement.

5. OFFICER ASSIGNMENT AND COMPENSATION.

- a. The City shall, subject to Golden Valley Police Department staffing levels, assign, in accordance with all applicable state laws, employees to provide services to the District in accordance with the duties and responsibilities defined in this Agreement. The City will assign one licensed peace officer to serve as school resource officer during the regular school year (170 student days) covered by the term of this Agreement.
 - i. **“School day”** means a day on which school is in session for in-person instruction, hybrid instruction, or distance learning, including any make-up days that are scheduled because school was canceled for any reason. School days are identified on the District calendar, which is published on the District’s website. Days on which students attend summer school are not school days.
 - ii. **“School property”** means any property owned, leased, or controlled by the District where an elementary school, middle school, secondary school, secondary vocational center, alternative learning program, or other school providing educational services is located or used for educational purposes, or where extracurricular or cocurricular activities are regularly provided.
- b. If the Officer is absent for more than ten (10) consecutive school days, the City will undertake reasonable efforts to assign another licensed peace officer to serve as a temporary replacement and perform the regular Officer’s duties during any additional absences.
- b. The City will undertake reasonable efforts to assign peace officers who are acceptable to the District and will provide the District with an opportunity to provide input before a new the Officer is assigned to the District. The District will notify the City’s Chief of Police of any concerns related to the performance of the Officer. Any request for reassignment of the Officer that is based on work-related concerns must be made in writing to the Chief of Police. The City will have thirty (30) calendar days to demonstrate to the District’s satisfaction that the concern has

been addressed in accordance with applicable collective bargaining agreements, City policies, and practices.

- c. The City must conduct, or have conducted, a criminal background check on all peace officers who provide any service pursuant to this Agreement. The background check must be completed before the peace officer provides any service pursuant to this Agreement.
- d. The District and the City each agree to provide equal employment opportunities to all employees and applicants for employment in accordance with all applicable federal, state, and local laws. No person may be excluded from full employment rights in, participation in, be denied the benefits of, or be otherwise subjected to discrimination in any program, service, or activity based on race, color, religion, age, sex, disability, marital status, sexual preference, public assistance status, creed, or national origin. In addition, the District and the City each specifically agree not to discriminate unlawfully against any student in any program, service, activity, or decision based on race, color, religion, age, sex, disability, marital status, sexual preference, public assistance status, creed, or national origin.
- e. No Officer may be considered to be an official, employee, agent, educational service provider, or representative of the District, and neither party may make any representation to the contrary. The City maintains full control over the peace officers it employs and is solely responsible for all employment and administrative functions related its employees, including, but not limited to, supervision and evaluation, payroll and deductions, maintenance of all required insurance (e.g. workers' compensation insurance, unemployment insurance, liability insurance), and any labor disputes or grievances.
- f. The Officer shall not be a designated "school official" with regard to the Minnesota Government Data Practices Act and Family Educational Rights and Privacy Act while under contract and providing SRO services to the District. The Officer will work with the District to limit the government, personnel, and educational data necessary for the Officer to complete the Officer's job duties and comply with the Minnesota Government Data Practices Act and Family Educational Rights and Privacy.
- g. All law enforcement services provided to the District shall be at the sole discretion of the City and all services shall be rendered in a manner consistent with this Agreement.
- h. The District may request additional officer presence at school related events and functions. The terms and compensation for any such engagements shall be negotiated between the Parties separately.
- i. The City will be responsible for all payments regarding compensation, benefits, pension plans and withholding for its employees performing services under this Agreement.

6. SHARED ENFORCEMENT PHILOSOPHY.

The Parties agree that school officials and police department staff play important and distinct roles in ensuring school safety and wellness.. Accordingly, the Parties agree to adhere to the following principles with respect to the use of police powers under this Agreement:

- a. The Officer shall not act as a school disciplinarian or enforcer of school regulations or use police powers to address school discipline issues, including non-violent disruptive behavior. The Schools shall be responsible for student code of conduct violations and routine disciplinary action.
- b. The Schools shall be responsible for investigating and responding to disciplinary issues, including offenses that may constitute low-level criminal activity, including but not limited to allegations of threats, physical altercations, larceny, receiving stolen property, destruction of or injury to property that is not willful and malicious or that does not cause substantial harm to school property, or the taking of property not of substantial value.
- c. The Officer shall be responsible for investigating and responding to potential criminal offenses that require immediate intervention. Notwithstanding the foregoing, the Parties acknowledge that many acts of student conduct that may contain all the elements of a criminal offense are best or more appropriately handled through the Schools' disciplinary process. Therefore, the Officer shall only investigate or respond to matters when the conduct is criminal in nature and:
 - i. Poses substantial harm to the physical well-being of the student or another person; or
 - ii. Is willful and malicious and causes substantial harm to the School's property; or
 - iii. Constitutes the taking of property of substantial value belonging to another with intent to permanently deprive the property owner of the property.

Additionally, except as otherwise required by law, the Officer shall only conduct investigations related to students attending the Schools for incidents that occur on school property or are directly related to the Schools. Nothing in this paragraph shall preclude school staff from undertaking parallel disciplinary, restorative, or administrative measures that do not interfere with a criminal investigation.

- d. When circumstances require immediate intervention to maintain safety (whether or not the conduct involves criminal conduct) and if prior de-escalation attempts by school staff are unsuccessful, the Officer may act to de-escalate the immediate situation to protect the physical safety of the school community. To this end, school personnel may request the presence of the Officer when they have a reasonable and articulable fear of an imminent threat to their safety or the safety of students or other personnel.
- e. The Parties shall refer students to school or community-based accountability programs or services, including but not limited to peer mediation, restorative justice, and provision of mental health services, prior to taking punitive actions, whenever possible.

- f. The Officer shall consult with the principal or principal's designee prior to an arrest whenever practicable, and the Schools shall notify the student's parent or guardian as soon as practicable after an arrest.
- g. In the absence of exigent circumstances, a peace officer who is employed by the City may not interview a student on school property about criminal activity or potential criminal activity unless: (a) the officer is conducting a maltreatment of minor investigation; (b) the crime has occurred, is alleged to have occurred, may have occurred, is occurring, or is reasonably expected to occur in the near future on school property or at a school sponsored event or activity; or (c) the officer has obtained prior written permission from the building principal and from the student's parent or guardian or the student, if the student is eighteen (18) years of age or older. In addition, the Parties understand and agree that a peace officer, including any Officer assigned pursuant to this Agreement, may not participate in recommending or determining student discipline or in investigating incidents of student discipline which do not involve potential criminal activity.
 - i. **"Exigent circumstances"** mean circumstances under which the courts permit police officers to execute a warrantless search or seizure; circumstances under which a reasonable police officer would believe that a person presents an immediate and substantial risk of harm to self or others; circumstances under which urgent action is reasonably necessary in order to prevent the destruction of evidence of a serious crime; and circumstances in which a police officer is in hot pursuit of a suspect who is believed to have committed, or to have attempted to commit, a serious crime and is in the process of fleeing.
- h. When executing an arrest warrant for a student on school property, a peace officer must make reasonable efforts to protect other students and staff members who are present and to avoid undue embarrassment to the student who is being arrested. This paragraph is not intended to prevent an officer from taking immediate action to arrest a student who is fleeing or who presents an imminent and substantial risk of harm to self, others, or property.
- i. The Officer shall not act in place of teachers, administrators, or licensed school psychologists, psychiatrists, or counselors.
- j. The Officer may only use force or non-chemical restraints when a student's actions pose an imminent threat, as a last resort, or the student is subject to arrest. The Officer shall always use the minimum amount of force necessary.
- k. The Officer shall not be used as support staff, such as hall monitor, substitute teacher, or cafeteria attendant.

8. ROLES AND RESPONSIBILITIES OF POLICE DEPARTMENT/CITY.

The City agrees to assume the following roles and responsibilities:

- a. Provide all City staff involved in the Program the training necessary to achieve the Desired Outcomes, including but not limited to: conflict resolution, harm reduction practices, restorative circle practices, community de-escalation, adverse childhood experiences (ACE) and trauma-informed care (TIC) training.
- b. Provide all City staff involved in the Program training on the ongoing collateral impact on students and families of police actions and presence within a school setting.
- c. Ensure the Golden Valley Police Department policy manual allows the Officer to exercise discretion to create the Desired Outcomes.
- d. Except as otherwise required by law, prohibit City staff from documenting contacts with youth other than anonymized data disaggregated by race, gender, age.
- e. Work with the District and the City Prosecutor to develop a program to facilitate expungement of cases and arrest records for students when appropriate or required to achieve the Desired Outcomes.
- f. Make reasonable efforts to hire staff, including an Officer, with personal experience as or with justice impacted youth and families.
- g. Enforce standards of performance, conduct and discipline; conduct performance reviews; and handle all internal matters related to City staff and their performance under this Agreement.
- h. Collaborate with School administrative staff to develop a regular work schedule for City employees performing duties on School District property under this Agreement.
- i. Require all City employees working on District property under this Agreement to fulfill the following roles and responsibilities:
 - i. Act as a liaison between the District and the police department.
 - ii. Collaborate with other service providers and be able to identify and provide the correct wrap around services to students and families.
 - iii. Prioritize the wellbeing and long-term success of students and families.
 - iv. Understand the physical and emotional space inside the Schools and attend trainings with school staff and individually to understand the complexity of the space and the needs of the students.
 - v. Attend a yearly training in child development, such as Adverse Childhood Experiences (ACE), de-escalation techniques appropriate for use with children in a school setting, mental and physical limitations and trauma, racial equity, recognizing and addressing implicit bias, non-violent crisis intervention, LGBTQIA2S+ awareness, and threat assessment.
 - vi. Attend periodic restorative practice training.
 - vii. Refrain from intervening in cases involving minor issues such as misbehavior, arguments, theft, or criminal trespassing.
 - viii. Attend training to understand the ongoing collateral impact of police actions on students and families.

- ix. When requested by youth support systems (parents, kinfolk, guardians, etc.), engage with and empower those support systems to intervene on their children's behalf.
- x. Hear all perspectives before determining a course of action, including students, witnesses, teachers, and, in the case of taking punitive legal action, the school principal, school behavioral health staff, the child's parent/guardians, student advocates as applicable, and Golden Valley Police Department.

9. ROLES AND RESPONSIBILITIES OF THE OFFICER.

The Officer shall assume the following roles and responsibilities:

- a. protecting persons who are present on school property or at a school sponsored event or activity;
- b. protecting real and personal property;
- c. deterring truancy;
- d. serving as a role model and mentor for students, parents, and community members;
- e. conferring with students, parents, and community members for the purpose of deterring or addressing criminal behavior on school property or at a school sponsored event or activity;
- f. advising on security vulnerabilities in the District's schools;
- g. visiting and inspecting high delinquency areas on school property;
- h. being present and visible on school property at the agreed upon times;
- i. deterring all forms of criminal activity on school property and at school sponsored events and activities;
- j. serving as a resource for school officials regarding the prevention of criminal activity on school property and at school sponsored events and activities;
- k. giving presentations to students and staff that are designed to promote safety or to deter, decrease, or otherwise address drug use or other potential criminal activity by students during school hours;
- l. investigating and otherwise addressing criminal activity that has occurred, is alleged to have occurred, may have occurred, or is expected to occur on school property or at a school sponsored event or activity;
- m. recovering stolen property;
- n. enforcing all criminal laws on school property and at school sponsored events and activities;
- o. apprehending criminals and suspected criminals;
- p. responding to emergencies including, but not limited to, medical emergencies and situations involving a threat of violence or harm to property or to any person who is on school property or is at a school sponsored event or activity;
- q. attending trainings provided by the District;

- r. collaborating with District and outside partners to provide training on various subjects to faculty and staff as agreed to by the Golden Valley Police Department and the District;
meeting and collaborating with school administrators and District administrators to develop and work toward mutually agreed upon goals;
- s. in collaboration with the School District, assisting with organizing, facilitating, and leading “lock down” drills for students and staff, which shall occur twice per school year;
- t. upon request, attending conferences with students, parents, and staff members to assist students with crime prevention or other law enforcement related issues;
- u. except as otherwise required by law, maintain confidentiality in all matters;
- v. learning about wrap around services available to students in the community and in the Schools and refer students to said services as appropriate to meet the Desired Outcomes;
working with school staff to develop plans and strategies to prevent and minimize dangerous situations at the Schools;
- w. abiding by the shared enforcement philosophy in paragraph 8 of this Agreement;
- x. as applicable, participating in all activities related to the City’s role and responsibilities as stated in paragraph 8 herein and the District’s roles and responsibilities as stated in paragraph 10 herein; and
- y. when necessary, providing assistance to other law enforcement and government agencies in matters regarding their assigned school, provided said assistance is consistent with the terms of this Agreement.

If the Officer takes law enforcement action at the Schools, the Officer shall make the principal aware of such action as soon as practicable. Whenever practicable, the Officer shall advise the principal before requesting additional police assistance on campus. If use of force becomes necessary, the Officer shall follow all applicable city, state, and federal laws, rules, regulations and policies, as well as all requirements of this Agreement.

10. ROLES AND RESPONSIBILITIES OF DISTRICT.

The District agrees to assume the following roles and responsibilities:

- a. Continue restorative practice in the school community and include the Officer in relevant trainings.
- b. Share any applicable **Continuity of Operations Plan with all City staff** working in District buildings.
- c. Communicate the presence of an Officer in the Schools to all students and families, including ways for students and families to contact the officer, provide feedback or submit complaints about the Program or the Officer.
- d. Solicit regular feedback and direction about the Program directly from students and parents or guardians and share summary data regarding said feedback with the City and Police Department.

- e. Provide the Officer accurate and complete information regarding the District's disciplinary policies, procedures, and pilot programs relating to school safety.
- f. Invite the Officer to trainings intended for all building staff as appropriate.
- g. Provide the City with a written appraisal of the services rendered by the Officer at the end of each contract term.
- h. Immediately notify the City in writing of any performance deficiencies or inappropriate conduct of City staff, including notifying the City of complaints by school officials, parents, guardians, or students regarding the behavior of the Officer within 5 business days.

11. Emergency Situations

- a. The Parties acknowledge that from time to time an emergency situation may arise that poses a substantial and immediate threat to human safety or to property with the risk of substantial damage. School personnel having knowledge of any such emergency situation should immediately notify (or cause to be notified) Golden Valley Police Department by dialing 911 and, if practicable, notifying the Officer and the principal.
- b. Nothing in this section or this Agreement shall prevent the principal from reporting possible criminal activity or conduct by a person who is not a student of the Schools. Nothing in this section or this Agreement shall prevent School personnel from complying with all applicable reporting requirements under state and federal law.
- c. All government data that are collected, created, received, or maintained as a result of this Agreement will be handled in accordance with all applicable federal and state laws, including, but not limited to, the Minnesota Government Data Practices Act ("MGDPA"). The Parties recognize that educational data maintained by the District are protected under the MGDPA and under and the Family Educational Rights Privacy Act ("FERPA"), including its implementing regulations at 34 C.F.R. part 99. The Parties acknowledge that unless a statutory exception applies, the District may not disclose private educational data to an Officer without the written consent of the student's parent or guardian (or the written consent of the student if the student is eighteen years of age or older); a lawfully issued subpoena; or a court order. Nothing in this Agreement may be construed to modify the responsibilities of either party under the MGDPA or the District's responsibilities under FERPA.
- d. Officers will not use prone restraint or other forms of restraint that are prohibited by law. Officers will attend the District's chosen de-escalation and restraint/seclusion annually and will abide by the practices as provided in those trainings.

12. TRANSPORTING STUDENTS.

The Officer shall not transport students in Police Department vehicles except:

- a. When the students are victims of a crime, under arrest, experiencing a medical emergency, or some other emergency circumstance exists.
- b. The Officer shall notify school personnel before removing a student from the Schools.

13. MEASURING SUCCESS.

- a. To achieve desired outcomes, except as otherwise required or prohibited by law, the Parties shall collect the following anonymized data disaggregated by race, gender and age:
 - i. Student arrest data;
 - ii. Student attendance data;
 - iii. Diversion and restorative practice program data;
 - iv. Reports of discrimination, bullying, and harassment;
 - v. Number of times Officer presence is requested by building staff, including name of staff member requesting officer presence, reason for request, and outcome;
 - vi. Amount of time the Officer spends on law enforcement activities, disciplinary activities, attending school events and functions, meeting with students and families, etc.;
 - vii. Perception of safety data from parents, students and staff;
Law enforcement data, including police calls for service criminal charges, and arrests in school-related incidents. This data shall include, at a minimum, whether the contact was a general law enforcement referral, a police call, a criminal charge, or an arrest; the referral source (e.g. administrator, staff member, student, etc.); whether the student was charged with a crime; the category of the crime charged; and student and referral source demographic data for all students and staff involved. The Police Department will compile this data in a statistical report (the “Activity Report”) and provide it to the School District on a monthly basis. The Activity Report may also contain narrative data provided by students, parents or guardians, staff or the Officer, provided, however, that the Activity Report shall contain only public data.
- b. The Parties agree to conduct an annual performance evaluation of assigned City staff to include feedback from School district staff, students, parents or guardians of students and an annual equity analysis, including data disaggregated by race, ethnicity, gender/gender identity, and biological sex/sex-assigned-at-birth.

14. SUPPLIES AND EQUIPMENT.

Each party shall provide any required clothing, uniforms, and equipment required for its employees to perform their duties under this Agreement. The District shall provide the Officer access to an office equipped with a desk, telephone, chairs, and office supplies to

be used for general business purposes. The City is responsible for providing the Officer with a vehicle and all necessary law enforcement equipment, including any necessary electronic devices.

15. INDEMNIFICATION.

To the fullest extent permitted by law, actions by the Parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the Parties that they shall be deemed a "single governmental unit" for the purposes of liability, all as set forth in Minnesota Statutes, Section 471.59, subd. 1a; provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts or omissions of the other party. Each party also specifically intends that the single tort cap limits specified for cooperative agreements under Minn. Stat. § 471.59, subd. 1a, or as such statute may be amended or modified from time to time, shall apply to this Agreement and to the activities of the Parties hereunder. The statutory limits for the Parties may not be added together or stacked to increase the maximum amount of liability for either party. Neither party waives any defenses or immunities available under Minnesota Statutes Chapter 466.

16. INSURANCE.

The Parties shall maintain reasonable insurance coverage throughout the term of this Agreement. Each shall name the other party as an additional insured and such insurance policies shall not be cancelled or amended unless 30 days' written notice is provided to the other party.

17. NOTICE.

Any notice, demand, request or other communication that 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. If to the City: Attn: City Manager, City of Golden Valley, 7800 Golden Valley Road, Golden Valley, MN 555427. If to the District, Attn: Executive Director of Finance, Business Office, 4148 Winnetka Avenue N., New Hope, MN 55427.

18. WAIVER AND ENFORCEMENT.

The failure to insist on compliance with any term, covenant, or condition contained in this Agreement must not be deemed to be a waiver of that term, covenant, or condition, nor will any waiver or relinquishment of any right or power contained in this Agreement at any time be deemed to be a waiver or relinquishment of any right or power at any other time. Each party is responsible for its own costs, expenses, and any attorneys' fees associated with this Agreement and any related matters, including enforcement of this Agreement.

19. EQUAL DRAFTING.

In the event that either party asserts that a provision of this Agreement is ambiguous, this Agreement must be construed to have been drafted equally by the Parties.

20. CHOICE OF LAW, FORUM, AND SEVERABILITY.

This Agreement is governed by the laws of the State of Minnesota, without regard to its conflict of laws provisions. The Parties agree that the Minnesota state and federal courts will have exclusive jurisdiction over any dispute arising out of this Agreement. If a court determines that any part of this Agreement is unlawful or unenforceable, the remaining portions of the Agreement will remain in full force and effect.

21. 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 proposed amendment shall not be effective unless it is set forth in writing, approved, and signed by both Parties.

CITY OF GOLDEN VALLEY

Mayor

Date

City Administrator

Date

Chief of Police

Date

INDEPENDENT SCHOOL DISTRICT NO. 281

School Board Chair

Date

School Board Clerk
Manager Name, Title

Date



School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

| | |
|------------------------|---|
| AGENDA SECTION: | Operations |
| ITEM: | 4.G. Non-Action - 403(b) Update |
| PRESENTER: | Virginia Verbrugge, Assistant Director of Finance |

Ms. Verbrugge will be available to answer any questions the Board may have about the update provided in regard to the 403(b) resolution, including historical information on the process and next steps.



To: Board of Education
Date: 8/29/2023
Re: 403(b) Update

403(b)

Impact:

The district to be compliant to the terms of the negotiated employment contracts:

- The School Board approved an amendment to the 403(b) plan document at the 8/21/2023 meeting.
- The Finance Office is obtaining the estimated plan assets and number of plan participants as of 12/31/2022.
- A Voluntary Correction Plan will be submitted to the Internal Revenue Service in September.
- The plan to include contributions plus lost earnings for the past seven years for current employees..
- If the plan is approved by the IRS, the lost earnings will need to be recalculated to the date of payment.
- If the plan is not approved by the IRS, the district along with an attorney will work to alter the plan.



School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

| | |
|------------------------|---|
| AGENDA SECTION: | Operations |
| ITEM: | 4.H. Non-Action - Human Resources Staffing Update |
| PRESENTER: | Amy O'Hern, Executive Director of Human Resources |

If needed, Ms. O'Hern will address any questions from the School Board regarding the Human Resources Staffing Update for September 6, 2023.



To: Board of Education
From: Amy O'Hern, Executive Director of Human Resources
Date: August 30, 2023
Re: Staffing Update

Open Positions: 106

| Open Job Postings by Category | Number of openings | Number of days the position has been posted |
|-------------------------------------|--|---|
| Adult Academics | 1 | 15 |
| Athletics/Activities | <u>14</u> 6 CHS 6 AHS 2 FAIR | 77 |
| Casual Employees | 3 Community Education | 46 |
| Child Nutrition | <u>7</u> 2 districtwide 3 HS 2 elementary | 25 |
| Educational Assistant | <u>28</u> 4 districtwide 1 HS 7 MS 10 elementary 6 CE | 74 |
| Elementary/Early Childhood Teaching | <u>4</u> 1 TOSA 1 ESL 1 media 1 preschool | 68 |
| Health Services | <u>2</u> 1 nurse 1 On-call RN sub | 50 |
| High School Teaching | <u>4</u> 1 EL 1 FAC 2 English | 51 |



| | | |
|--------------------------|---|----|
| Maintenance/Custodial | <u>6</u> 2 districtwide 2 grounds 1 MS 1 elementary | 21 |
| Middle School | <u>7</u> 2 districtwide 1 allieds 1 math 2 english 1 science | 36 |
| Parent Educator | 1 | 47 |
| Program Assistants | <u>6</u> 3 CE 1 A and I 1 NHLC 1 MS | |
| Student Support Services | <u>14</u> 7 districtwide 3 HS 2 MS 3 elementary | 32 |
| Substitute | 9 | 70 |

Resignation/Retirement Form

The district has moved to an electronic resignation/retirement form. This form allows employees to answer three exit interview questions at the time of resignation/retirement. If an employee is unable to log in to fill out the form they may get support from their supervisor or come to human resources to fill out the form. Employees still have the option to contact human resources and participate in an in person exit interview.



School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

| | |
|------------------------|---------------------------------------|
| AGENDA SECTION: | Operations |
| ITEM: | 4.I. Non-Action - Policy Update |
| PRESENTER: | Governance Policy Committee Member(s) |

Member(s) of the Governance Policy Committee will provide updates on any policies that are under review of the committee.



School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

| | |
|------------------------|---|
| AGENDA SECTION: | Operations |
| ITEM: | 4.J. Non-Action - Transportation Update |
| PRESENTER: | Carrie Johnson, Director of Transportation Alissa Pier, Interim Executive Director of Facilities, Operations and Transportation |

Ms. Johnson and Ms. Pier will be available to answer any questions in regard to the attached Transportation Update memo.



To: School Board
Re: Transportation Update
Date: September 6, 2023

Staff Update as of 8.29.2023

87 drivers clear to drive, and 3 district drivers clear to drive
6 stand-by drivers clear to drive
5 testing 8/29-9/1
15 have current CDL in different hiring stages
12 working on their CLP (Certified Learner's Permit)

Route Update:

83 total bus routes
71 regular education routes
12 special education routes
65 van Routes

Communications:

New school bus app available for Rdale families
Robbinsdale Area Schools transportation and bus provider, Durham School Services, has a new mobile app for families: [BusZone](#). This will replace the Bus Tracker app that families have been using. BusZone has enhanced features that allow parents/guardians to safely and securely check on their child's school bus.

To set up BusZone:

- Download the BusZone app from the [App Store](#) or [Google Play](#).
- Enter the School Access Code: 3103SD281
- In the search field, enter the bus or route number you want to follow. Complete this step for all the buses your students ride throughout the week.
- Enter your child's unique student ID. This is the same ID you used in ParentPortal.
- Create alert zones around drop-off and pick-up points.
- When your child's bus enters an alert zone, you will receive a notification by email or text.

Visit the BusZone website to [read or download a guide for parents/guardians](#). Robbinsdale Area Schools is not responsible for the functions or content of BusZone. Please email buszone3103@nellc.com if you have questions about the BusZone app.

Safety:

Reached out to Plymouth Police Chief Fadden for assistance at Plymouth Middle School with school traffic



School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

AGENDA SECTION: Consent Agenda

ITEM: 5. Approval of Consent Agenda

PRESENTER: Helen Bassett, School Board Chair

Description: 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 Motion: Approve the Consent Agenda items.

| | Yes | No | Abstention |
|------------------------|-----|----|------------|
| Helen Bassett | | | |
| ReNae Bowman | | | |
| Sharon E. Brooks | | | |
| Dr. Greta Evans-Becker | | | |
| Kim Holmes | | | |
| Caroline Long | | | |
| John Vento | | | |

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

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

Abstentions: _____

Minutes of Closed Session

The School Board of Robbinsdale Area Schools



***Approved September 6, 2023*

A Closed Session of the School Board of Robbinsdale Area Schools, ISD 281, was held Monday, August 21, 2023, beginning at 4:30 p.m. in the Boardroom at the Robbinsdale Area Schools Education Service Center, 4148 Winnetka Avenue North, New Hope, Minnesota.

1. Call to Order and Roll Call

Chair Evans-Becker called the meeting to order at 4:36 p.m.

Directors present: Helen Bassett, ReNae Bowman, Sharon E. Brooks (arrived at 4:44 p.m. and joined closed session), Dr. Greta Evans-Becker, Kim Holmes, Caroline Long and John Vento

Directors absent: None

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Other attendee: Laura Tubbs Booth from Ratwik, Roszak and Maloney, P.A.

2. School Board

A. Closed Session

Motion to recess to closed session pursuant to Minnesota Statutes, section 13D.05, subdivision 3(b) and the attorney client privilege was made by Director Vento, and seconded by Director Bassett. Closed session began at 4:40 pm. in the office of the superintendent.

3. Adjourn

Meeting was adjourned at 5:58 p.m.

Signed: *Schnook*
School Board Clerk, Independent School District 281

Date: 09/06/2023

***Approved September 6, 2023*

A Business Meeting of the School Board of Robbinsdale Area Schools (RAS) was held Monday, August 21, 2023, 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://www.rdale.org/discover/school-board> under "Watch School Board Meeting Webcasts."

Call to Order and Roll Call

Chair Evans-Becker called the meeting to order at 7:01 p.m. Directors present: Helen Bassett, ReNae Bowman, Sharon E. Brooks, Dr. Greta Evans-Becker, Kim Holmes, Caroline Long, and John Vento. Director(s) absent: none. Superintendent Engstrom is out on medical leave. There was a quorum, and the meeting was called to order.

Acceptance of the Agenda

Chair Evans-Becker asked for a motion to accept the Business Meeting agenda. Director Bowman moved to add an urgent vote to depose the chair, vote for a new chair as agenda item 3, and approve the agenda with this amendment, Director Holmes seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett, Bowman, Brooks, Holmes and Long. And the following voted against the same: Directors Evans-Becker and Vento. Said motion was declared duly passed.

Votes Regarding the School Board Chair

MOTION: Director Bowman moved to depose Chair Evans-Becker, and Director Holmes seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett, Bowman, Brooks, Holmes and Long. And the following voted against the same: Directors Evans-Becker and Vento. Said motion was declared duly passed.

Director Bowman made a motion nominating Director Bassett to return to the role of School Board Chair, and Director Brooks seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett, Bowman, Brooks, Evans-Becker, Holmes and Long. The following voted against the same: none. And the following abstained from voting: Director Vento. Said motion was declared duly passed. Director Bassett began her Chair duties immediately following the vote.

Operations

A. Action: Resolution for Approval of the FY22 Finalized Audit

MOTION: Director Vento moved approval and waived reading of the resolution, and Director Evans-Becker seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett, Bowman, Brooks, Evans-Becker, Holmes, Long and Vento. And the following voted against the same: none. Said motion was declared duly passed.

B. Action: Resolution for Approval of the 403(b) Plan Revision

MOTION: Director Evans-Becker moved approval and waived reading of the resolution, and Director Brooks seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett, Bowman, Brooks, Evans-Becker, Holmes, Long and Vento. And the following voted against the same: none. Said motion was declared duly passed.

C. Action: Resolution Accepting July 2023 Donations

MOTION: Director Bowman moved to accept the \$165.00 in donations to the district, and Director Vento seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett, Bowman, Brooks, Evans-Becker, Holmes, Long and Vento. And the following voted against the same: none. Said motion was declared duly passed.

D. Non-Action: Resolution for Authorizing Payment of Specific Statements in Advance for FY24

Virginia Verbrugge, Assistant Director of Finance

A discussion occurred in regard to the Resolution Authorizing Payment of Specific Statements in Advance for FY24, in preparation for a vote for approval at the September 6, 2023 Business Meeting. Ms. Verbrugge was available for questions. Information providing the impact of removing items 2: Contracted transportation invoices, 3: Registration and travel expenses and 9: Special program speakers fees, consulting fees, and contracted personnel service fees was brought forth to the Work Session this evening for further discussion.

MOTION: Director Vento moved to remove items 2, 3 and 9 from the resolution and immediately move to action for approval of the remaining items in the resolution for the rest of the year, and Director Brooks seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett,

Bowman, Brooks, Evans-Becker, Holmes, Long and Vento. And the following voted against the same: none. Said motion was declared duly passed.

E. Non-Action: e-Learning Plan for SY 2023-2024

John Groenke, Executive Director of Student Services and Matt Pletcher, Director of Secondary Curriculum and Multilingual Programs

Mr. Groenke and Mr. Pletcher brought back the e-Learning Plan for SY 2023-2024 that had been revised per School Board recommendations provided at the August 7, 2023 Work Session. It was recommended the plan be brought to action for approval at the September 6, 2023 Business Meeting.

F. Non-Action: Proposed Resolution for Armstrong/Cooper Boys Swimming Cooperative Sponsorship

Anthony Williams, Executive Director of Community Education, Athletics and Activities

Mr. Williams brought forth the proposal for the Cooper activities department to manage the combined Cooper/Armstrong boys swim team, to compete in the Tri-Metro conference, with the goal of adding non-conference meets with Northwest Suburban conference opponents. It was recommended the resolution be brought to action for approval at the September 6, 2023 Business Meeting.

G. Non-Action: Proposed Resolution for Armstrong/Cooper Girls Lacrosse Cooperative Sponsorship

Anthony Williams, Executive Director of Community Education, Athletics and Activities

Mr. Williams brought forth the proposal for the Armstrong activities department to manage the combined Armstrong/Cooper girls lacrosse team, to compete in the Northwest Suburban conference, with the goal of adding non-conference meets with Tri-Metro conference opponents. It was recommended the resolution be brought to action for approval at the September 6, 2023 Business Meeting.

H. Non-Action: Human Resources Staffing Update

Amy O'Hern, Executive Director of Human Resources

Ms. O'Hern provided the "Human Resources Staffing Update," and was available for questions and discussion.

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I. Non-Action: Policy Update

Governance Policy Committee Members

A new regular item on the Business Meeting agenda, where policies reviewed by the committee will be brought forth for feedback from the Board. Recently passed policy 206 requires further conversation in a Work Session to clarify public comment/listening time confusion. Three other policies are currently being reviewed by the committee: AP 504 - Student Dress and Appearance, Policy 506 - Student Discipline and Policy 524 - Internet Acceptable Use and Safety.

J. Non-Action: Transportation Update

Carrie Johnson, Director of Transportation and Alissa Pier, Interim Executive Director of Facilities, Operations and Transportation

Ms. Johnson provided the "Transportation Update." She and Ms. Pier answered questions afterwards.

Consent Agenda

Consent Agenda items include administrative, personnel matters, and financial matters.

MOTION: Director Evans-Becker moved approval of the Consent Agenda, Director Vento seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett, Bowman, Brooks, Holmes, and Long. 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 Business Meeting, Director Holmes facilitated the listening time held at 6 p.m. in the Boardroom at the Education Service Center. Three community members spoke in regards to:

- Equity and Inclusion - Accountability of the Communications Team using photos of RAS students using hand signals that are insulting to certain immigrant families. Also for the high school back to school get-togethers Armstrong has food trucks and is well-publicized, where Cooper does a cookout with little publicity.
- Graduation commencements - request for cost comparison between doing them at the schools vs. at the convention center.
- Appreciation for cell phone guidelines provided to students and families.
- Request to make sure our students are provided what they are entitled... a good education.

Announcements (can be found on our website)

Adjournment

MOTION: Director Brooks moved to adjourn the Business meeting, and Director Evans-Becker seconded the motion. Upon vote being taken thereon, the following voted in favor thereof: Directors Bassett, Bowman, Brooks, Holmes, Long, 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: 
School Board Clerk, Independent School District 281

Date: 09/06/2023

Minutes of Work Session
The School Board of Robbinsdale Area Schools

***Reviewed September 6, 2023*

A Work Session of the School Board of Robbinsdale Area Schools (RAS) was held Monday, August 21, 2023. Complete agendas, reports, and presentations are available at the office and on our website. This was the first Work Session recorded. A recording of the meeting can be found at: <https://www.rdale.org/discover/school-board> under "Watch School Board Meeting Webcasts." **Work session summary minutes are not approved by the School Board.**

Director(s) present: Helen Bassett, ReNae Bowman, Sharon E. Brooks, Dr. Greta Evans-Becker, Kim Holmes, Caroline Long, and John Vento. Director(s) absent: none. Superintendent Engstrom was out on medical leave.

Preliminary Levy Certification

Virginia Verbrugge, Assistant Director of Finance

Ms. Verbrugge provided information regarding what the preliminary levy certification process means, along with the timeline and deadline for submission to the Minnesota Department of Education (MDE). It will be brought as non-action for the September 18, 2023 Business Meeting, and to action for the October 2, 2023 Business Meeting.

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School Resource Officers (SRO)

John Groenke, Executive Director of Student Services and Bo Powell, Director of Security

Mr. Groenke and Mr. Powell fielded questions in regards to the SRO blanket contract and the contract draft between RAS and Golden Valley police department - requesting feedback on the two.

Board Topics

Helen Bassett, School Board Chair

A. Informational One-Page Reports

Informational one-page reports provided by the Cabinet from August 8-18, 2023 were linked and attached to the agenda online. The Board would like all new reports like these to be added to the next Work Session agenda following, so they are available for public view.

Other

A. Contingency Plan - Interim Superintendent

Since Assistant Superintendent Voight has declined moving into the role of interim superintendent, the Board decided to initiate a search. Chair Bassett will compile criteria to provide to the organizations assisting with the search, along with information about the district. Once they receive the candidates, Chair Bassett and Vice Chair Holmes will vet them, and present the best candidate to the Board for approval.

Prepared and submitted by:

Molly Olson

Assistant Clerk, Robbinsdale Area Schools

Executive Assistant to the Superintendent and School Board

LICENSED STAFF - September 6, 2023**CHANGE OF ASSIGNMENT**

| Name | Building | Title | Lane/Step | Effective Date |
|---------------------|-----------------|----------------------------------|------------------|-----------------------|
| Ehlert, John | CHS | EA to Teacher SpEd Resource | MA/6 | 8/28/2023 |
| Ekegren, Jeanne | MLE | EA and new .2 Physical Education | MA15/10 | 8/28/2023 |
| Holtgrewe, Jennifer | FAIR C | Teacher to Principal | AP45/1 | 7/31/2023 |

NEW HIRE

| Name | Building | Title | Lane/Step | Effective Date |
|--------------------------|-----------------|-------------------|------------------|-----------------------|
| Adams, Alexandria (Ally) | SOE | Grade 4 | BA/3 | 8/28/2023 |
| Brust, Marie | FOE | Grade 4 | BA/2 | 8/28/2023 |
| Cho, Ryan | PMS | Reading/Spanish | BA/3 | 8/28/2023 |
| Cooper, Randolph | SMS | Math | SPEC/10 | 8/28/2023 |
| Danforth, Jennifer | RAH-RVA | Counselor | SPEC/10 | 8/28/2023 |
| Fuller, Cedric | RMS | Head Principal | MP46/8 | 8/28/2023 |
| Gelperin, Jonathan | PMS | Technology | MA/4 | 8/28/2023 |
| Grados, Carlos | SMS | Spanish | MA/10 | 8/28/2023 |
| Johannes, Lee | CHS | .8 Social Studies | BA/9 | 8/28/2023 |
| Jungmann, Rachel | LVE | Kindergarten | BA/2 | 8/28/2023 |
| Kleve, Julie | CLC | Adult Academic | MA/9 | 8/28/2023 |
| Larimer, Dean | CHS | FACS | MA60/10 | 8/28/2023 |
| Marsh, Maran | RSI | Nurse | BA/10 | 8/28/2023 |
| Paulson, Neena | RAH | Counselor | MA/3 | 8/28/2023 |
| Seavey, Rachel | RMS | Music | BA45/3 | 8/28/2023 |
| Serrano, Yarira | RSIS | Kindergarten | BA/2 | 8/28/2023 |
| Thingvold, Mary | CLC | Adult Academic | BA/7 | 8/28/2023 |

REHIRE

| Name | Building | Title | Lane/Step | Effective Date |
|-----------------------|-----------------|---------------|------------------|-----------------------|
| Howard, Felicia | SMS | SpEd Resource | MA/8 | 8/28/2023 |
| McNeil, Madeline | CHS | Art | MA/7 | 8/28/2023 |
| Nord, Robert | SOE | Grade 4 | MA/10 | 8/28/2023 |
| Schramm-Nagel, Gisela | MLE | EL | MA/10 | 8/28/2023 |

RESIGNATION/RETIREMENT

| Name | Building | Title | Effective Date |
|----------------------|-----------------|-----------------|-----------------------|
| Buzzard, Keith | CHS | English | 6/8/2023 |
| Hansen, Karen | FOE | TOSA | 6/8/2023 |
| Harris, Ayn E | NHLC | Voluntary Pre-K | 6/8/2023 |
| Misner, Sara | RVA | Counselor | 6/8/2023 |
| Morrisette, Sean M | RVA | English | 6/8/2023 |
| Olinyk, Tina | FOE | Grade 2 | 6/8/2023 |
| Stalowski, Melissa J | NOE | Social Worker | 6/8/2023 |
| True, Karen W | LVE | TOSA | 6/8/2023 |

NON-LICENSED STAFF - September 6, 2023

NEW HIRE

| Name | Building | Title | Step/Lane | Effective Date |
|-------------------------|-----------------|--------------------|------------------|-----------------------|
| Berthiaume, Nancy | NHLC | ECSE EA | CL3, Step 3 | 09/05/2023 |
| Bismark, Joanna | LVE | Clerical EA | CL2, Step 3 | 09/05/2023 |
| Brunner, Monika | LVE | Tutor EA | CL3, Step 3 | 09/05/2023 |
| Delorbe, Onan | SMS | Program Assistant | LV7, Step 1 | 08/28/2023 |
| Eskridge, Luther | RMS | Security EA | CL4, Step 2 | 09/05/2023 |
| Finkenaur-Lapakko, Emma | CHS | Special Ed EA | CL3, Step 3 | 09/05/2023 |
| Griffin, Valerie | SMS | Office Employee | CAT2, Step 8 | 08/28/2023 |
| Hicks, Tamara | CHS | Security EA | CL4, Step 3 | 09/05/2023 |
| Johnson, Breona | ZLE | Nutrition Services | C1, Step 4 | 09/05/2023 |
| Lopez Briones, Yirleny | RSIS | Bilingual Tutor | CL3, Step 3 | 09/05/2023 |
| Lundy, Ryan-Olivia | SMS | REA | LV1, Step 3 | 08/23/2023 |
| Malyon, Caleb | SMS | Health EA | CL3, Step 3 | 09/05/2023 |
| Manrodt, Anna | RMS | Special Ed EA | CL3, Step 3 | 09/05/2023 |
| McNamara, Ashliegh | FAIR-PL | Adventure Club EA | CL2, Step 3 | 08/28/2023 |
| Martin, Bobbie | CHS | Nutrition Services | C1, Step 4 | 09/05/2023 |
| Mullen, Jennifer | RMS | Office Employee | CAT2, Step 6 | 08/28/2023 |
| Palmer, Samuel | PMS | Special Ed EA | CL3, Step 2 | 09/05/2023 |
| Potter, Laura | ESC | REA | LV1, Step 2 | 08/23/2023 |
| Sampson, Diamond | LVE | Tutor EA | CL3, Step 3 | 09/05/2023 |
| Scott, Yosha | RMS | Security EA | CL4, STep 3 | 09/05/2023 |
| Smedley, DeSean | CHS | Program Assistant | LV6, Step 6 | 08/16/2023 |
| Turmon, Lateah | AHS | Special Ed EA | CL3, Step 2 | 09/05/2023 |
| Van Dellen, Marleigh | RMS | Tutor EA | CL3, Step 3 | 09/05/2023 |
| Van Dellen, Paul | RMS | Special Ed EA | CL3, Step 3 | 09/05/2023 |
| Volkert, Paul | FAIR-PL | Nutrition Services | C3, Step 3 | 09/05/2023 |
| Westly, Melissa | CHS | Nutrition Services | C3, Step 4 | 09/05/2023 |

REHIRE

| Name | Building | Title | Effective Date |
|-------------------|-----------------|-------------------|-----------------------|
| Berrard, Stacy | CHS | Special Ed EA | 09/05/2023 |
| Bruins, Roxana | NHLC | ECFE EA | 09/05/2023 |
| Hernandez, Joshua | PMS | Program Assistant | 08/28/2023 |
| Perry, Kara | ZLE | Special Ed EA | 09/05/2023 |

RESIGNATION/RETIREMENT

| Name | Building | Title | Effective Date |
|------------------|-----------------|--------------------|-----------------------|
| Bertram, Brock | PMS | Program Assistant | 06/08/2023 |
| Cook, Jidana | NOE | Special Ed EA | 06/07/2023 |
| Gray, Margaret | LVE | Special Ed EA | 06/07/2023 |
| O'Donnell, Carli | RSIS | Nutrition Services | 06/07/2023 |
| Price, Meredith | CLC | Special Ed EA | 06/07/2023 |
| Urzua, Anahi | FOE | Tutor EA | 06/07/2023 |
| Youngmark, Rose | CHS | Special Ed EA | 06/07/2023 |

Announcements | September 6, 2023

School Board Business Meeting and Work Session

Monday, September 18, 2023 beginning at 6:00 p.m.

School Board Closed Session

Monday, September 18, 2023 beginning 5 minutes after conclusion of Work Session

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



2023-2024 School Board Meetings

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, in the Board Room on the third floor. School Board Work Sessions typically start ten minutes after the adjournment of the preceding School Board Business Meeting.

| 2023 | | | |
|-----------|--------------|------------------|--|
| Friday | July 14 | 5 p.m. | Special Business Meeting |
| Friday | July 21 | 5 p.m. | Special Business Meeting |
| Friday | July 21 | 6 p.m. | School Board Development |
| Saturday | July 22 | 9 a.m. | School Board Development |
| Monday | July 24 | 6 p.m. | Special Work Session Closed Session for Superintendent End of Year Evaluation |
| Monday | August 7 | 6 p.m. | Business Meeting/Work Session |
| Monday | August 21 | 6 p.m. 7 p.m. | Listening Time Business Meeting/Work Session |
| Wednesday | September 6 | 6 p.m. | Business Meeting/Work Session/Closed Session for Attorney-Client Privileged Data |
| Monday | September 18 | 6 p.m. 7 p.m. | Listening Time Business Meeting/Work Session/Closed Session for Labor Negotiations Strategies |
| Monday | October 2 | 6 p.m. | Business Meeting/Work Session |
| Monday | October 16 | 6 p.m. 7 p.m. | Listening Time Business Meeting/Work Session |
| Monday | November 6 | 6 p.m. | Business Meeting/Work Session |
| Tuesday | November 7 | | Election Day |
| Monday | November 20 | 6 p.m. 7 p.m. | Listening Time Business Meeting/Work Session |
| Monday | December 4 | 6 p.m. 7 p.m. | Truth in Taxation Public Hearing Business Meeting/Work Session |



| | | | |
|--------|-------------|------------------|---|
| Monday | December 18 | 6 p.m. 7 p.m. | Truth in Taxation Public Hearing (if needed) or Listening Time Business Meeting/Work Session Closed Session for Superintendent Mid-Year Review |
|--------|-------------|------------------|---|

| 2024 | | | |
|-------------|-------------|------------------|--|
| Monday | January 8 | 6 p.m. | Organizational Meeting/ Business Meeting/Work Session |
| Monday | January 22 | 6 p.m. 7 p.m. | Listening Time Business Meeting/Work Session |
| Monday | February 5 | 6 p.m. | Business Meeting/Work Session |
| Tuesday | February 20 | 6 p.m. 7 p.m. | Listening Time Business Meeting/Work Session |
| Monday | March 4 | 6 p.m. | Business Meeting/Work Session |
| Monday | March 18 | 6 p.m. 7 p.m. | Listening Time Business Meeting/Work Session |
| Tuesday | April 2 | 6 p.m. | Business Meeting/Work Session |
| Monday | April 15 | 6 p.m. 7 p.m. | Listening Time Business Meeting/Work Session |
| Monday | May 6 | 6 p.m. | Business Meeting/Work Session |
| Monday | May 20 | 6 p.m. 7 p.m. | Listening Time Business Meeting/Work Session |
| Tuesday | June 4 | 6 p.m. | Business Meeting/Work Session |
| Monday | June 17 | 6 p.m. 7 p.m. | Listening Time Business Meeting/Work Session Closed Session for Superintendent End of Year Evaluation |



School Board of Robbinsdale Area Schools

Business Meeting – September 6, 2023

AGENDA SECTION: Adjournment

ITEM: 7. Adjournment of Business Meeting

COMMENTS BY: Helen Bassett, School Board Chair

Recommended Action: Call the Business meeting to a close.

Recommended Action: Adjourn the business meeting.

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

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

Abstentions: _____