

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

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School Board of Robbinsdale Area Schools

Business Meeting - December 4, 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	_____	_____
Marti Voight, ex-officio Interim Superintendent	_____	_____



School Board of Robbinsdale Area Schools

Business Meeting – December 4, 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 – December 4, 2023

AGENDA SECTION: Interim Superintendent's Report

ITEM: 3. Interim Superintendent's Report

PRESENTER: Marti Voight, Interim Superintendent



School Board of Robbinsdale Area Schools

Business Meeting – December 4, 2023

AGENDA SECTION: Interim Superintendent's Report

ITEM: 3.A. FY23 Audit Update - Preliminary Results

PRESENTED BY: Virginia Verbrugge, Assistant Director of Finance

Ms. Verbrugge will provide a brief update on the status of the FY23 audit.



To: School Board Directors and Marti Voight, Interim Superintendent
From: Virginia Verbrugge, Assistant Director of Finance
Date: December 4, 2023
Re: FY23 Audit Update Preliminary Results

FY23 Audit Update Preliminary Results

1. General Fund Assigned/Unassigned/Restricted/Reserved Fund Balance Decrease of \$1.1 Million
 - a. Due to higher transportation rate increase costs.
 - b. Capital expenditures related to curriculum and leasing costs.
 - c. District substitute staffing costs.
2. Food Service Fund Balance Increase of \$500,000
 - a. Due to staffing shortages and additional supply chain assistance funds used to purchase fresh produce and milk.
3. Community Ed Fund Balance Increase of \$500,000
 - a. Due to Adventure Club revenue increase.
4. Building Construction Fund Balance Decrease of \$2.3 Million
 - a. Due to progress on construction projects.
5. Debt Service/OPEB Debt Service Fund Decrease of \$70,000
 - a. Due to decrease in levy due to excess levy prior year adjustments.
6. Internal Services Fund Balance (Medical/Dental) Increase of \$900,000
 - a. Due to pharmacy rebates from Preferred One.
7. OPEB Trust Fund Balance Decrease of \$400,000
 - a. Due to payments for retiree health costs.

The Auditors are estimating the Audit report will be final by February, 2024 due to Finance department staff transitions, and work not being ready when auditors were scheduled to perform the audit work.



School Board of Robbinsdale Area Schools

Business Meeting – December 4, 2023

AGENDA SECTION: Operations
ITEM: 4.A. Superintendent Search Firm Selection
PRESENTER: Helen Bassett, School Board Chair

Recommended Motion: Approve the Minnesota School Boards Association (MSBA) as the official superintendent search firm.

	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: _____



To: School Board
From: Helen Bassett, School Board Chair
Date: December 4, 2023
Re: Superintendent Search Firm Selection Update

The school board conducted a process to select a firm to complete the search for a permanent Superintendent for the Robbinsdale School District. Six firms submitted proposals, and through an agreed upon process, the board selected four firms to interview. The Board selected the Minnesota School Boards Association as the firm of choice, contingent upon a check of the references provided to the board.

Chair Bassett completed the interviews. Each School district Board Chair below was interviewed and each recommended the Minnesota School Boards Association as a firm they were extremely satisfied with and rated them a 5, on a scale from 1-5. One District rated them a 10 on that scale.

The District Chairs consulted are listed below:

- Rochester Area Public Schools
- Bloomington Public Schools
- Hastings Public Schools
- Red Wing Public Schools
- Stillwater Public Schools
- Lake City Public Schools

Based upon that information, the board is urged to affirm the appointment of the Minnesota School Boards Association as the firm of choice. The board is asked to provide input on how they would like to proceed in negotiation of the agreement. The preliminary steps provided by MSBA will be shared with the board as soon as they become available as a guide to next steps.



School Board of Robbinsdale Area Schools

Business Meeting – December 4, 2023

AGENDA SECTION:	Operations
ITEM:	4.B. Changes to 2023-2024 School Board Meeting Calendar
PRESENTER:	Helen Bassett, School Board Chair

Since Marti Voight officially became the Interim Superintendent via School Board vote on November 6, 2023, having a closed session for evaluation on Monday, December 18, 2023 is premature. Moving this date to Monday, February 5, 2024 allows Interim Superintendent Voight to provide the School Board with goals, and more time working in the role.

Then, in place of the closed session for Interim Superintendent’s Mid-Year Review on December 18, 2023, it is proposed that it be changed to a closed session pursuant to Minnesota Statute 13D.03, Labor Negotiations Strategy in preparation for the upcoming contract negotiations with our bargaining groups.

Recommended Motion: Approve change to 2023-2024 School Board Meeting Calendar moving the Closed Session for Interim Superintendent’s Mid-Year Review from Monday, December 18, 2023 to Monday, February 5, 2024; then having a closed session pursuant to Minnesota Statute 13D.03, Labor Negotiations Strategy instead on Monday, December 18, 2023.

	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 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	4:30 p.m. 6 p.m. 7 p.m.	Closed Session for Attorney-Client Privileged Data 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/Closed Session for Labor Negotiations Strategies
Tuesday	November 7		Election Day
Friday	November 17	6 p.m.	School Board Development



Saturday	November 18	9 a.m.	School Board Development
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 Labor Negotiations Strategies

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 Closed Session for Interim Superintendent Mid-Year Review (propose move from December 18)
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.	Listening Time



		7 p.m.	Business Meeting/Work Session Closed Session for Superintendent End of Year Evaluation
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School Board of Robbinsdale Area Schools

Business Meeting – December 4, 2023

AGENDA SECTION: Operations
ITEM: 4.C. School Board Mediation
PRESENTER: Helen Bassett, School Board Chair

Recommended Motion: Vote to move forward as a group to determine a facilitator and have a mediation meeting.

	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: _____



To: School Board
From: Helen Bassett, School Board Chair
Date: December 4, 2023
Re: Discussion and Action - Closed School Board Mediation Session and Selection Process

I am suggesting that the school board come together to allow us an opportunity to discuss our communication with each other as a school board, without any policy discussion. The purpose of the meeting, which would be facilitated, would be to work toward better communication among ourselves. I believe that we each want to eliminate or address any communication impediments that negatively impact our collective work for the community.

I propose that we have a facilitated meeting just to clear the air. We can decide together what our next step should be. The Board of Mediation is a resource that I am aware of that helps public agencies, by providing trained neutral and vetted facilitators to guide whatever discussion that we want to have.

This seemed a good place to start. Suggestions for a firm or consultants who might be good at facilitating our non-policy, interpersonal communications discussion could be sent in to a 3-per selection committee of the school board. Directors can volunteer to serve on the selection panel at the meeting.

Also, if there are 3-4 dates and times that work for your schedule, please send your response to the calendar that Molly set up. The need for improved communication is important.



School Board of Robbinsdale Area Schools

Business Meeting – December 4, 2023

AGENDA SECTION: Operations

ITEM: 4.D. Non-Action - Resolution Designating Polling Locations for ISD No. 281 for 2024 Elections

PRESENTER: Karylanne Marchand, District Business Office Manager

Historically, a resolution has been approved each calendar year establishing city polling locations by December 31st each year, per MN Statute 204B.16. Per Minnesota Statute 205A.11, if no other elections are being held within the school district, the district can combine polling locations. Therefore, attached is a draft of the proposed combined polling locations for 2024. The proposed polling locations combine precincts to one for each city reducing the number of polling locations from 33 to 7.

Currently there are no statutes or rules that limit the number of registered voters assigned to a precinct or combination of precincts. For school districts, it is suggested the district considers the “expected” voter turnout for each election based on the items that will be placed on the ballot. Historically, school district stand alone turnout has been between 5-10% of the registered voters. All cities are on even numbered years, with the exception of Golden Valley who conduct their elections in the odd numbered years for city local elections and even numbered years for state and federal elections.

Combined polling locations generally are used if a board member resigns before the end of term, depending on when they resign or if the district would conduct a referendum in an odd numbered year.

Recommended Action:

Approve the resolution designating election polling places for ISD No. 281 for 2024 at the December 18, 2023 Business Meeting.

INDEPENDENT SCHOOL DISTRICT NO. 281

RESOLUTION ESTABLISHING COMBINED POLLING PLACES FOR SCHOOL DISTRICT SPECIAL AND GENERAL ELECTIONS NOT HELD ON THE DAY OF A STATEWIDE ELECTION FOR INDEPENDENT SCHOOL DISTRICT NO. 281 FOR 2024 ELECTIONS.

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

1. Pursuant to Minnesota Statutes, Section 205A.11, the precincts and polling places for school district elections are those precincts or parts of precincts located within the boundaries of the school district which have been established by the cities or town located in whole or in part with the school district. The board hereby confirms those precincts and polling places so established by those municipalities.
2. Pursuant to Minnesota Statutes, Section 205A.11, the board may establish a combined polling place when no other election is being held in the school district.
3. Pursuant to Minnesota Statutes, Section 205A.09, the polling places will remain open for voting for school district elections not held on the same day as a statewide election between the hours of 7:00 o'clock a.m. and 8:00 o'clock p.m.
4. The clerk is direct to file a certified copy of this resolution with the county auditors of each of the counties in which the school district is located, in whole or in part, within thirty (30) days after its adoption.
5. As required by Minnesota Statutes, Section 204B.16, Subdivision 1a, the clerk is hereby authorized and direct to give written notice of new polling place locations to each affected household with at least one registered voter in the school district whose school district polling place location has been changed. The notice must be a non-forwardable notice mailed at least twenty-five (25) days before the date of the first election to which it will apply. A notice that is returned as undeliverable must be forwarded immediately to the appropriate county auditor, who shall change the registrant's status to "challenged" in the statewide registration system.
6. The following combined polling places are established to serve the precincts specified for all school district special and general elections not held on the same day as a statewide election:

Municipality	Polling Place Name	Address	Voting District Description
BROOKLYN CENTER	NORTHPORT ELEMENTARY SCHOOL	5421 Brooklyn Boulevard	Polling place for Precinct 6.
BROOKLYN PARK	FIRST LUTHERAN CHURCH OF CRYSTAL	7708 62nd Avenue N.	Polling place for W-W P-1 and W-W P-2
CRYSTAL	FAIR SCHOOL CRYSTAL	3915 Adair Avenue N.	Polling place for precincts W-1 P 01, W-2 P-01, W-2 P-02, W-3 P-01 and W-4 P-01
GOLDEN VALLEY	SANDBURG MIDDLE SCHOOL	2400 Sandburg Lane	Polling place for precincts P-1, P-2, P-4, P-6 and P-7
NEW HOPE	MEADOW LAKE ELEMENTARY SCHOOL	8525 62 nd Avenue N.	Polling place for precincts P-01, P-02, P-03, P-04, P-05, P-06, P-07 and P-08

PLYMOUTH	ZACHARY LANE ELEMENTARY SCHOOL	4350 Zachary Lane N.	Polling place for precincts W-1 P-03, W-1 P-05, W-3 P-11, W-3 P12, W-3 P-14, W-3 P- 16, W-4 P20 and W-4, P21 contained within the boundary limits of Independent School District No 281
ROBBINSDALE	NORTH MEMORIAL HEALTH TRAINING CENTER	3500 France Avenue	Polling place for precincts W-1, W-2, W-3 and W-4

The following members were present:

and the following were absent:

Member _____ moved the adoption of the foregoing resolution:

The motion for the adoption of the foregoing resolution was duly seconded by Member _____

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 passed and adopted.

WITNESS MY HAND officially as such Chair and Clerk this 18th day of December, 2023.

Helen Bassett
Chair

Sharon E. Brooks
Clerk

Summary of School Elections 1979 - 2022							Referendum Results	
<u>Month</u>	<u>Year</u>	<u>Registered Voters</u>	<u>Voter Turnout</u>	<u>Description</u>	<u>Cost of Election</u>	<u>Percentage of Voter Turnout</u>	<u>Yes</u>	<u>No</u>
May	1979		2,887	School board election				
May	1980		3,806	School board election				
May	1981		3,320	School board election				
October	1981		12,743	Referendum - Passed Maintenance Levy			6,960	5,783
March	1982		3,380	7th member of school board				
May	1982		19,088	School board election				
March	1983		26,826	Referendum - Passed (RECALL) Levy	referendum to recall the 1981 excess levy failed.		11,442	15,384
May	1983		11,689	School board election				
May	1984		7,448	School board election				
May	1985		10,750	School board election				
May	1986		7,172	School board election				
May	1987		8,333	School board election				
May	1988		1,890	School board election				
May	1989		4,687	School board election				
November	1989		21,203	Operating Levy Referendum - Passed			11,825	9,378
May	1990		2,789	School board election				
May	1991	65,467	3,501	School board election		5.35%		
May	1992	65,921	1,692	School board election		2.57%		
May	1993	65,569	999	School board election		1.52%		
November	1994	61,573	51,437	School board election. Conducted all 7 cities General Election, start of November elections.		83.54%		
October	1995	54,775	14,107	Construction/Technology referendum-Defeated (paper)	20,987.93	25.75%	6,895	7,212
November	1995	52,125	12,445	School board election. 4 cities conducted school district, 3 cities conducted through cities.	N/A	23.88%		
February	1996	56,125	21,927	Construction/Technology referendum - Defeated (Mail ballot)	42,667.95	39.07%	10,031	11,756
						Question #2	10,096	11,657
November	1996	56,000	37,000	School board election, presidential, joint with all 7 cities.	14,000.00	66.07%		
November	1997	58,301	7,635	School board election. 4 cities conducted school district, 3 cities conducted through cities.	14,560.32	13.10%		
November	1999	61,394	5,547	School board election. Joint with City of Golden Valley.	13,528.02	9.04%		
November	2001	63,356	21,482	School board, referendum revenue authorization election (passed) . Joint with City of Golden Valley.	68,615.29	33.91%	12,247	8,201
November	2003	59,066	3,465	School board election. Joint with City of Golden Valley.	29,366.51	5.87%		

September	2005	62,526	1,290	School Board <u>Primary</u> Election - All cities conducted through school district.	31,998.00	2.06%		
November	2005	62,475	5,381	School Board General Election - Joint with City of Golden Valley.	30,134.00	8.61%		
November	2007	60,206	20,502	School Board Election and Referendum Authorization Election (Revoke \$848.25 and increase to \$1,472.83) FAILED Joint with City of Golden Valley	81,175.73	34.05%	9,660	10,733
November	2008	62,230	58,433	School Board Election- Referendum (Revoke \$848.25 and increase to \$1,360.35 for seven years with inflationary and question #2 is to increase by \$119.46 per pupil for seven years with no inflationary) PASSED-Joint with all cities and presidential	33,916.00	93.90%	30,083	24,490
						Question #2	28,552	25,913
November	2009	62,075	4,777	School Board General Election - Joint with City of Golden Valley.	42,570.97	7.70%		
November	2012	58,153	56,887	School Board Election-Joint with all cities and presidential	2,726.35*	84.97%**		
November	2014	60,581	38,101	School Board Election and Referendum (Question # - \$1,418.94 per pupil for 10 years with inflationary. Question #2 \$3,500,000 per year Technology for ten years) PASSED-Joint with all cities	59,378.15	59.59%**	25,052	11,165
						Question #2	21,264	14,805
November	2016	78,828/62,990	70,629 ***	School Board Election-Joint with all cities	5,927.21	89.60%		
November	2018	79,008	63,781	School Board Election and Referendum-Joint with all cities (Question #1 - \$515 per pupil for 10 years with inflationary- PASSED-Joint will all cities	60,096.00	80.73%	29,166	18,242
November	2020	85,376	77,690	School Board Election-Joint with all cities	5,619.00	91.00%		
November	2022	71,992	48,924	School Board Election-Joint wil all cities	8,409.27	67.96%		
*Not charged for ballots. Hennepin County and ballot vendor absorbed the cost due to production issues. (2012)								
**Precinct percentage. Unable to confirm number of new registrations for 281 residents only.								
***Hennepin County and Cities are not breaking out number of voters for 281 residents only.								

204B.16 POLLING PLACES; DESIGNATION.

Subdivision 1. **Authority; location.** (a) By December 31 of each year, the governing body of each municipality and of each county with precincts in unorganized territory must designate by ordinance or resolution any changes to a polling place location. A polling place must be maintained for the following calendar year unless changed:

(1) by ordinance or resolution by December 31 of the previous year;

(2) pursuant to section 204B.175;

(3) because a polling place has become unavailable;

(4) because a township designates one location for all state, county, and federal elections and one location for all township only elections; and

(5) pursuant to section 204B.14, subdivision 3.

(b) Polling places must be designated and ballots must be distributed so that no one is required to go to more than one polling place to vote in a school district and municipal election held on the same day. The polling place for a precinct in a city or in a school district located in whole or in part in the metropolitan area defined by section 200.02, subdivision 24, shall be located within the boundaries of the precinct or within one mile of one of those boundaries unless a single polling place is designated for a city pursuant to section 204B.14, subdivision 2, or a school district pursuant to section 205A.11. The polling place for a precinct in unorganized territory may be located outside the precinct at a place which is convenient to the voters of the precinct. If no suitable place is available within a town or within a school district located outside the metropolitan area defined by section 200.02, subdivision 24, then the polling place for a town or school district may be located outside the town or school district within five miles of one of the boundaries of the town or school district.

Subd. 1a. **Notice to voters.** If the location of a polling place has been changed, the governing body establishing the polling place shall send to every affected household with at least one registered voter in the precinct a nonforwardable mailed notice stating the location of the new polling place at least 25 days before the next election. The secretary of state shall prepare a sample of this notice. A notice that is returned as undeliverable must be forwarded immediately to the county auditor. This subdivision does not apply to a polling place location that is changed on election day under section 204B.175.

Subd. 2. [Repealed, 1994 c 607 s 7]

Subd. 3. **Designation effective until changed.** The designation of a polling place pursuant to this section shall remain effective until a different polling place is designated for that precinct. No designation of a new or different polling place shall become effective less than 90 days prior to an election, including school district elections or referenda, and no polling place changes may occur during the period between the state primary and the state general election, except that a new polling place may be designated to replace a polling place that has become unavailable for use.

Subd. 4. **Prohibited locations.** No polling place shall be designated in any place where intoxicating liquors or nonintoxicating malt beverages are served or in any adjoining room. No polling place shall be designated in any place in which substantial compliance with the requirements of this chapter cannot be attained.

Subd. 5. **Access by elderly and persons with disabilities.** Each polling place shall be accessible to and usable by elderly individuals and individuals with disabilities. A polling place is deemed to be accessible and usable if it complies with the standards in paragraphs (a) to (f).

(a) At least one set of doors must have a minimum width of 32 inches if the doors must be used to enter or leave the polling place.

(b) Any curb adjacent to the main entrance to a polling place must have curb cuts or temporary ramps. Where the main entrance is not the accessible entrance, any curb adjacent to the accessible entrance must also have curb cuts or temporary ramps.

(c) Where the main entrance is not the accessible entrance, a sign shall be posted at the main entrance giving directions to the accessible entrance.

(d) At least one set of stairs must have a temporary handrail and ramp if stairs must be used to enter or leave the polling place.

(e) No barrier in the polling place may impede the path of persons with disabilities to the voting booth.

(f) At least one parking space for persons with disabilities, which may be temporarily so designated by the municipality for the day of the election, must be available near the accessible entrance.

The doorway, handrails, ramps, and disabled parking provided pursuant to this subdivision must conform to the standards specified in the State Building Code for accessibility by persons with disabilities.

A governing body shall designate as polling places only those places which meet the standards prescribed in this subdivision unless no available place within a precinct is accessible or can be made accessible.

Subd. 6. **Public facilities.** Every statutory city, home rule charter city, county, town, school district, and other public agency, including the University of Minnesota and other public colleges and universities, shall make their facilities, including parking, available for the holding of city, county, school district, state, and federal elections, subject to the approval of the local election official. A charge for the use of the facilities may be imposed in an amount that does not exceed the lowest amount charged to any public or private group.

Subd. 7. **Appropriate facilities.** The facilities provided in accordance with subdivision 6 shall be sufficient in size to accommodate all election activities and the requirements of subdivision 5. The space must be separated from other activities within the building. The local election official may approve space in two connecting rooms for registration and balloting activities. Except in the event of an emergency making the approved space unusable, the public facility may not move the election from the space approved by the local election official without prior approval. In addition to the requirements of subdivision 5, the public facility must make remaining parking spaces not in use for regularly scheduled activities available for voters.

History: 1981 c 29 art 4 s 16; 1983 c 124 s 4; 1984 c 471 s 5; 1985 c 307 s 1; 1987 c 266 art 1 s 25; 1991 c 227 s 12,13; 1991 c 349 s 36,37; 1992 c 474 s 1; 1993 c 223 s 10; 1997 c 147 s 29,30; 2000 c 467 s 16; 2004 c 293 art 2 s 18; 2005 c 56 s 1; 2005 c 156 art 6 s 35,36; 2008 c 244 art 1 s 11; 2017 c 92 art 1 s 14; art 2 s 8; 1Sp2021 c 12 art 4 s 8; 2023 c 62 art 4 s 78

205A.11 PRECINCTS; POLLING PLACES.

Subdivision 1. **Established precincts.** School district elections must be conducted in the precincts, or when the school district boundary divides a precinct, parts of precincts that have been established by the county or municipal governing bodies as provided in section 204B.14. If an election other than the school district election is being held in any part of a precinct, all the voters of the precinct must vote at the polling place designated for the precinct as provided in section 204B.14.

Subd. 2. **Combined polling place.** (a) When no other election is being held in a school district, the school board may designate combined polling places at which the voters in those precincts may vote in the school district election.

(b) By December 31 of each year, the school board must designate, by resolution, combined polling places. The combined polling places designated in the resolution are the polling places for the following calendar year, unless a change is made:

- (1) pursuant to section 204B.175; or
- (2) because a polling place has become unavailable.

(c) If the school board designates combined polling places pursuant to this subdivision, polling places must be designated throughout the district, taking into account both geographical distribution and population distribution. A combined polling place must be at a location designated for use as a polling place by a county or municipality.

(d) In school districts that have organized into separate board member election districts under section 205A.12, a combined polling place for a school general election must be arranged so that it does not include more than one board member election district.

Subd. 2a. **Notice of special elections.** The school district clerk shall prepare a notice to the voters who will be voting in a combined polling place for a school district special election. The notice must include the following information: the date of the election, the hours of voting, and the location of the voter's polling place. The notice must be sent by nonforwardable mail to every affected household in the school district with at least one registered voter. The notice must be mailed no later than 14 days before the election. The mailed notice is not required for a school district special election that is held on the second Tuesday in August, the Tuesday following the first Monday in November, or for a special election conducted entirely by mail. A notice that is returned as undeliverable must be forwarded immediately to the county auditor.

Subd. 3. **Procedure.** The designation of a polling place pursuant to this section remains effective until a different polling place is designated. No designation of a new or different polling place becomes effective less than 90 days prior to an election, except that a new polling place may be designated to replace a polling place that has become unavailable for use. The school board must notify the county auditor within 30 days after the establishment of a polling place as provided in this section. The notice must include a list of the precincts that will be voting at each polling place. The school board must send the notice required by section 204B.16, subdivision 1a, after a polling place is established as provided in this section, but no additional notices of this kind are required for any subsequent similar elections until the location of the polling place or the combination of precincts voting at the polling place is changed. The secretary of state shall provide a single polling place roster for use in any polling place established as provided in this section. A single set of election judges must be appointed to serve in the polling place. The number of election judges required

must be based on the total number of persons voting at the last similar election in all the precincts to be voting at the single polling place. A single ballot box may be provided for all the ballots.

History: *1987 c 266 art 1 s 58; 1990 c 453 s 17; 1994 c 607 s 6; 1995 c 8 s 7,8; 2008 c 244 art 2 s 19; 2010 c 184 s 38; 2010 c 201 s 75; 2016 c 161 art 1 s 18; 2017 c 92 art 2 s 14*



School Board of Robbinsdale Area Schools

Business Meeting – December 4, 2023

AGENDA SECTION: Operations

ITEM: 4.E. Non-Action - School Safety Update

PRESENTER: _____

School Safety Update has been designated as a standing topic on Business Meeting agendas going forward. At this time, there is no report.



School Board of Robbinsdale Area Schools

Business Meeting – December 4, 2023

AGENDA SECTION: Operations

ITEM: 4.F. Non-Action - Student Achievement Update

PRESENTER: _____

Student Achievement Update has been designated as a standing topic on Business Meeting agendas going forward. At this time, there is no report.



School Board of Robbinsdale Area Schools

Business Meeting – December 4, 2023

AGENDA SECTION: Operations

ITEM: 4.G. Non-Action - Policy Update

PRESENTER: Governance Policy Committee Members

Members of the Governance Policy Committee will provide recommendations to policies they have been working on, and will be available to answer any questions.



School Board of Robbinsdale Area Schools

Business Meeting – December 4, 2023

AGENDA SECTION: Operations

ITEM: 4.H. Non-Action - Transportation Update

PRESENTER: _____

Transportation Update has been designated as a standing topic on Business Meeting agendas going forward. At this time, there is no report.



School Board of Robbinsdale Area Schools

Business Meeting – December 4, 2023

AGENDA SECTION: Operations

ITEM: 4.I. 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 December 4, 2023.



To: Board of Education
Re: Earned Sick and Safe Time (ESST)

What is Minnesota's earned sick and safe time law?

Effective January 1, 2024, Minnesota's earned sick and safe time law requires employers to provide paid leave to employees who work in the state. An employee is anyone who works at least 80 hours in a year for an employer in Minnesota, but does not include independent contractors. Temporary and part-time employees are covered under the law.

Employers must provide each employee in Minnesota with one hour of ESST for every 30 hours worked, with the ability to accumulate at least 48 hours of ESST each year. An employer's existing leave policy, such as PTO, may already meet Minnesota's ESST requirements.

What can earned sick and safe time be used for?

Employees can use their earned sick and safe time for reasons such as:

1. the employee's mental or physical illness, treatment or preventive care;
2. a family member's mental or physical illness, treatment or preventive care;
3. absence due to domestic abuse, sexual assault or stalking of the employee or a family member;
4. closure of the employee's workplace due to weather or public emergency or closure of a family member's school or care facility due to weather or public emergency; and
5. when determined by a health authority or health care professional that the employee or a family member is at risk of infecting others with a communicable disease.

Robbinsdale Area Schools existing PTO allocation covers our current contracts and terms and conditions. We will need to add ESST time to substitutes and casual employees.



School Board of Robbinsdale Area Schools

Business Meeting – December 4, 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: _____

***Approved December 4, 2023*

A Business Meeting of the School Board of Robbinsdale Area Schools (RAS) was held Monday, November 20, 2023, beginning at 7:00 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 Bassett called the meeting to order at 7:00 p.m. Directors present: Helen Bassett, ReNae Bowman, Sharon E. Brooks, Dr. Greta Evans-Becker, Kim Holmes, Caroline Long, and John Vento; and Marti Voight, Interim Superintendent. Director(s) absent: none. There was a quorum, and the meeting was called to order.

Acceptance of the Agenda

Chair Bassett asked for a motion to accept the Business Meeting agenda. Director Bowman moved to accept the agenda, 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.

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Arts Showcase: Forest Elementary Steel Drum Residency with Jeremy Kunkel of Pan Outreach

Melissa Jackson, Forest Elementary Principal introduced Sarah Henning, Forest Elementary Music Teacher

Ms. Henning did a presentation in regard to the steel drum residency - fully funded by grants. Ms. Henning spent six months training prior to the residency with Mr. Kunkel. Then Mr. Kunkel spent five weeks working with Forest students kindergarten through 5th grade, teaching the history of steel drums and how to play them.

Sharing the Success: Armstrong High School Senior Lucy Dreyer, National Speech and Debate Association (NSDA) Academic All-American Award Recipient

Erick Norby, Armstrong High School Principal introduced DJ Brynteson, Robbinsdale Schools Debate Advisor to introduce Miss Dreyer

The NSDA Academic All-American Award is presented to 500 students annually who show academic excellence, leadership, service and integrity in the Debate and Speech community. Lucy is the 12th Armstrong student to achieve this recognition, and this is the 7th year in a row an Armstrong student has received this honor. Over the past three years, Lucy has been honored numerous times - including NWSC All-Conference, and was a national qualifier in Debate in 2023.

Sharing the Success: Armstrong High School Supermileage Team

Erick Norby, Armstrong High School Principal introduced Luke Becker, Advisor to introduction of the Supermileage Team

After qualifying with the number one car built in North and South America last year in Indianapolis, the Armstrong Supermileage team went to Bangalore, India to compete in the Shell Eco Marathon World Drivers Championship in October. They returned home as world champions! This competition had students from eleven other institutions from around the world using the skills learned in their engineering and manufacturing programs working on real world problems, and experiencing competition-based learning.

Interim Superintendent's Report

Interim Superintendent Voight thanked Gordy Spielman for 27 years of service to the district. Mr. Spielman will be retiring at the end of January from the district Publications team, where he works as a Print and Video Specialist. Interim Superintendent Voight celebrated the Annual Fall Music Festival at Orchestra Hall on November 13, 2023, stating it was an amazing evening. She thanked all of our district music staff for their work on the production, along with the guest conductor, G. Phillip Shoutz III, and of course - our student performers! Interim Superintendent Voight also attended the Elementary Orchestra Festival on November 17 - where it was standing room only to see our young musicians. She also thanked Principal Jackson and Ms. Henning from Forest for the presentation in regard to the steel drum residency.

Operations

- A. Action: Approval to appoint Interim Assistant Superintendent

MOTION: Director Bowman moved approval, and Director Bassett 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: Approval of Policy 509 - Enrollment Options

MOTION: Director Bowman moved approval, 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.

C. Action: Approval of Resolution Accepting October 2023 Donations - \$35,000.06

MOTION: Director Bowman moved approval, 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: Human Resources Staffing Update

Amy O'Hern, Executive Director of Human Resources and Toni Boyden, Director of Student Services

Ms. O'Hern and Ms. Boyden provided a special education staffing update, followed by responding to questions from the School Board.

Consent Agenda

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

MOTION: Director Bowman moved approval of the Consent Agenda, 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.

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Board Reports

This month's Board Reports were postponed to Monday, December 4, 2023. Before the Business Meeting, Director Vento facilitated the listening time held at 6 p.m. in the Boardroom at the Education Service Center. Nine community members spoke in regards to:

- Districtwide staff notification of incidents and/or lockdowns
- School safety
- Lack of timely communication with district families and community in regard to incidents
- U.S. Flag placement and pledge of allegiance
- Attendance of School Board members at Listening Time
- District finances, year-to-date reporting
- Concerns regarding lack of discipline - potentially causing families to leave district schools
- Where can taxpayers find numbers regarding the funds the district receives from open enrolled students attending
- Teaching trades

Announcements (posted announcements can be found on our website)

Adjournment

MOTION: Director Bowman 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, Evans-Becker, 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: _____

Sharon E. Brooks, School Board Clerk, ISD 281

Date: _____

Dec. 4, 2023

***Reviewed December 4, 2023*

A Work Session of the School Board of Robbinsdale Area Schools (RAS) was held Monday, November 20, 2023 in the Boardroom at the Robbinsdale Area Schools Education service Center. Complete agendas, reports, and presentations are available at the office and on our website. 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; and Marti Voight, Interim Superintendent. Director(s) absent: none.

Board Topics

Helen Bassett, School Board Chair

1. Superintendent Search Firm Presentations

The School Board received presentations from the following superintendent search firms:

- Ray and Associates
- Minnesota School Boards Association (MSBA)
- Hazard, Young and Attea (HYA)
- School Exec Connect

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At the conclusion of the presentation, the directors scored each firm, then shared their scores with each other. Once the scores were tallied, the firms were ranked as follows:

1. **MSBA (278 points)**
2. Ray and Associates (277 points)
3. HYA (276 points)
4. School Exec Connect (217 points)

After reference checks are completed, the School Board will bring forward MSBA for a formal vote on Monday, December 4, 2023 at the Business Meeting to be the firm to assist them in finding our new superintendent.

Prepared and submitted by:

Molly Olson
Assistant Clerk, Robbinsdale Area Schools
Executive Assistant to the Superintendent and School Board

NON-LICENSED STAFF - December 4, 2023**CHANGE OF ASSIGNMENT**

Name	Building	Title		Effective Date
Ittner, Carolyn	SMS	Service Employee to Special Ed EA		11/07/2023

NEW HIRE

Name	Building	Title	Step/Lane	Effective Date
Brown, Ashlee	FAIR-PL	Tutor EA	CL3, Step 3	11/27/2023
Diaz, Marilyn	AHS	EL EA	CL3, Step 2	11/16/2023
Harnois, Barbara	RSI	Media EA	CL2, Step 2	11/27/2023
Ingram, Shacreasha	SMS	Special Ed EA	CL3, Step 2	11/16/2023
Isaacson, Emma	FAIR-PL	Tutor EA	CL3, Step 3	11/27/2023
LaMotte, Erin	NPE	Preschool EA	CL3, Step 2	11/27/2023
McRae, Myles	SOE	Special Ed EA	CL3, Step 2	11/16/2023
Reynolds, Kinisha	RMS	Special Ed EA	CL3, Step 2	11/28/2023
Williams, Lyrik	NOE	Special Ed EA	CL3, Step 3	11/27/2023

REHIRE

Name	Building	Title	Step/Lane	Effective Date
Super, Bernadette	FOE	Media EA	CL2, Step 2	11/27/2023

RESIGNATION/RETIREMENT

Name	Building	Title		Effective Date
Isom, Jameesha	ENE	Special Ed EA		11/27/2023
Vang, Chou	ESC	Office Employee		12/1/2023
Williams, RaShawn	FAIR-C, ZLE	REAC		11/22/2023

TERMINATION

Name	Building	Title		Effective Date
Eskridge, Luther	RMS	Security EA		11/22/2023
Lopez Briones, Yirley	RSI	Tutor EA		11/8/2023
Malmberg, Alissa	NOE	Special Ed EA		11/20/2023

School Board of Robbinsdale Area Schools

Business Meeting – December 4, 2023

AGENDA SECTION: Board Reports**ITEM:** 6. Board Reports**COMMENTS BY:** Helen Bassett, School Board Chair

This portion of the agenda provides an opportunity for Board members to update the community on school board-related work on committees or to make announcements of interest to the public.



ROBBINSDALE
Area Schools

Announcements | December 4, 2023

School Board Listening Time, Business Meeting and Work Session

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

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



School Board of Robbinsdale Area Schools

Business Meeting – December 4, 2023

AGENDA SECTION: Adjournment

ITEM: 8. 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: _____