

The Business Meeting will immediately follow the adjournment of the Organizational Meeting.

- | | | |
|----|---|----|
| 1. | Call to Order of Organizational Meeting / Roll Call
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| 2. | Acceptance of the Organizational Meeting Agenda (Voice Vote)
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| 3. | Action: Election of School Board Officers for 2024
<i>Helen Bassett, Acting School Board Chair</i> | |
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<i>(Note: The newly-Elected School Board Chair will take their place immediately after being elected by the School Board)</i> | 5 |
| | B. Action: Elect School Board Vice Chair (Roll Call Vote) | 6 |
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<i>Carlie Anderson, Indian Education School Climate and Culture Specialist</i>	
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School Board of Robbinsdale Area Schools

Organizational Meeting - January 8, 2024

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	_____	_____



School Board of Robbinsdale Area Schools

Organizational Meeting – January 8, 2024

AGENDA SECTION: Acceptance of Agenda

ITEM: 2. Acceptance of Organizational Meeting Agenda

COMMENTS BY: Helen Bassett, Acting School Board Chair

Recommended Action: Approve Organizational Meeting agenda.

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

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

Abstentions: _____



School Board of Robbinsdale Area Schools

Organizational Meeting – January 9, 2023

AGENDA SECTION: Election of Officers for 2024

ITEM: 3.A. Elect School Board Chair

COMMENTS BY: Helen Bassett, Acting School Board Chair

Recommended Action:

Approve _____ as the School Board Chair nominee for 2024.

(Note: The newly-Elected School Board Chair will take their place immediately after being elected by the School Board)

	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 Board of Robbinsdale Area Schools

Organizational Meeting – January 8, 2024

AGENDA SECTION: Election of Officers for 2024

ITEM: 3.B. Elect School Board Vice Chair

COMMENTS BY: Newly-Elected School Board Chair

Recommended Action:

Approve _____ as the School Board Vice Chair nominee for 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: _____



School Board of Robbinsdale Area Schools

Organizational Meeting – January 8, 2024

AGENDA SECTION: Election of Officers for 2024

ITEM: 3.C. Elect School Board Clerk

COMMENTS BY: Newly-Elected School Board Chair

Recommended Action:

Approve _____ as the School Board Clerk nominee for 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: _____



School Board of Robbinsdale Area Schools

Organizational Meeting – January 8, 2024

AGENDA SECTION: Election of Officers for 2024

ITEM: 3.D. Elect School Board Treasurer

COMMENTS BY: Newly-Elected School Board Chair

Recommended Action:

Approve _____ as the School Board Treasurer nominee for 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: _____

School Board of Robbinsdale Area Schools

Organizational Meeting – January 8, 2024

AGENDA SECTION: Other Business

ITEM: 4.A. Delegation of Deputy Treasurer

COMMENTS BY: Newly-Elected School Board Chair

The law allows a board to combine and delegate the duties of the offices of clerk and treasurer to person(s) employed by the district in its business/finance office. A resolution is required if the duties of the clerk and treasurer are delegated.

Per the Robbinsdale School Board Bylaws, the Treasurer (or Deputy Treasurer as the Treasurer’s designee) shall:

1. Deposit, upon receipt, all district funds in depositories designated and approved by the School Board.
2. Sign all orders upon the treasurer approved by the School Board, thereby converting the orders to checks.
3. Sign all contracts, agreements and all other reports that require the signature of the Treasurer.
4. Make certain that all records pertaining to the receipt and disbursement of district funds are properly maintained.
5. Receive, hold in custody and expend all funds as directed by the School Board.
6. Perform all other duties imposed by Minnesota statutes and other such duties as may be assigned by the School Board or the Superintendent of schools.

Recommended Action: Approve designating Virginia Verbrugge, Assistant Director of Finance, to the position of Deputy Treasurer.

	Yes	No	Abstention
Helen Bassett			
ReNae Bowman			
Sharon E. Brooks			
Dr. Greta Evans-Becker			
Kim Holmes			
Caroline Long	9		

John Vento			
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Motion by: _____ **Yes:** _____ **Passed:** _____

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

Abstentions: _____

School Board of Robbinsdale Area Schools

Organizational Meeting – January 8, 2024

AGENDA SECTION: Other Business

ITEM: 4.B. Delegation of Assistant Clerk

COMMENTS BY: Newly-Elected School Board Chair

The position of Assistant Clerk to the Board was first authorized by the Board at the September 1985 School Board meeting for the purpose of keeping School Board records. It is recommended that Molly Olson, be appointed to the position and vested with the authority and responsibility to:

- Keep a complete record of proceedings of the School Board at its meetings.
- Sign, or cause to be signed, all orders upon the Treasurer for payment of bills, salaries and contracts approved by the Board to be disbursed by the Treasurer.
- Assure accuracy of Board meeting minutes.
- Perform all other duties imposed by Minnesota statutes and other such duties as may be assigned by the School Board

Recommended Action: Approve Molly Olson as Assistant Clerk to the Board

	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 Board of Robbinsdale Area Schools

Organizational Meeting – January 8, 2024

AGENDA SECTION: Other Business

ITEM: 4.C. Approval of Yearly Board Compensation

COMMENTS BY: Newly-Elected School Board Chair

Recommended Action: Approve the annual Board compensation per rates listed below:

- \$7,800 for Directors or \$650/month
- \$8,400 for Vice Chair or \$700/month
- \$9,000 for Chair or \$750/month

	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 Board of Robbinsdale Area Schools

Organizational Meeting – January 8, 2024

AGENDA SECTION: Other Business

ITEM: 4.D. Approval of Resolution Authorizing the use of Facsimile Signatures and Surety Bond

COMMENTS BY: Newly-Elected School Board Chair

Recommended Action:

Approve the resolution authorizing the use of facsimile signatures and surety bond.

	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 Board of Robbinsdale Area Schools

Organizational Meeting – January 8, 2024

AGENDA SECTION: Other Business

ITEM: 4.E. Review of Administrative Procedure 210: Conflict of Interest School Board Members

COMMENTS BY: Newly-Elected School Board Chair

During the School Board's organizational meeting, it is customary for Board members to review and reaffirm the Conflict of Interest Administrative Procedure (attached) and the laws of the state of Minnesota regarding conflict of interest.

Board members will review its compliance with the conflict of interest laws and declare any possible conflict of interest as a matter of public record. Such declarations will be recorded in the official minutes of the meeting.

Recommended Action: Review and reaffirm Administrative Procedure 210.

ADMINISTRATIVE PROCEDURE

210AP: CONFLICT OF INTEREST SCHOOL BOARD MEMBERS

Adopted: December 2, 2012

I. PURPOSE

The purpose of this policy is to observe state statutes regarding conflicts of interest and to engage in school district business activities in a fashion designed to avoid any conflict of interest or the appearance of impropriety.

II. GENERAL STATEMENT OF POLICY

It is the policy of the school board to contract for goods and services in conformance with statutory conflict of interest laws and in a manner that will avoid any conflict of interest or the appearance thereof. Accordingly, the school board will contract under the statutory exception provisions only when it is clearly in the best interest of the school district because of limitations that may exist on goods or services otherwise available to the school district.

III. GENERAL PROHIBITIONS AND RECOGNIZED STATUTORY EXCEPTIONS

- A. A school board member who is authorized to take part in any manner in making any sale, lease, or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially there from.
- B. In the following circumstances, however, the school board may as an exception, by unanimous vote, contract for goods or services with a school board member of the school district:
 - 1. In the designation of a bank or savings association, in which a school board member is interested, as an authorized depository for school district funds and as a source of borrowing, provided such deposited funds are protected in accordance with Minn. Stat. Ch. 118A. Any school board member having said interest shall disclose that interest and the interest shall be entered upon the minutes of the school board. Disclosure must be made when such bank or savings association is first designated as a depository or source of borrowing, or when such school board member is elected, whichever is later. Disclosure serves as notice of the interest and must only be made once;

2. The designation of an official newspaper, or publication of official matters therein, in which the school board member is interested when it is the only newspaper complying with statutory requirements relating to the designation or publication;
3. A contract with a cooperative association of which the school board member is a shareholder or stockholder but not an officer or manager;
4. A contract for which competitive bids are not required by law. A contract made under this exception will be void unless the following procedures are observed:
 - a. The school board must authorize the contract in advance of its performance by adopting a resolution setting out the essential facts and determining that the contract price is as low as or lower than the price at which the goods or services could be obtained elsewhere.
 - b. In the case of an emergency when the contract cannot be authorized in advance, payment of the claims must be authorized by a like resolution wherein the facts of the emergency are also stated.
 - c. Before a claim is paid, the interested school board member must file with the clerk of the school board an affidavit stating:
 - (1) The name of the school board member and the office held;
 - (2) An itemization of the goods or services furnished;
 - (3) The contract price;
 - (4) The reasonable value;
 - (5) The interest of the school board member in the contract;
and
 - (6) That to the best of the school board member's knowledge and belief, the contract price is as low as, or lower than, the price at which the goods or services could be obtained from other sources.
5. A school board member may rent space in a public facility at a rate commensurate with that paid by other members of the public.

- C. In the following circumstances, the school board may as an exception, by majority vote at a meeting where all school board members are present, contract for services with a school board member of the school district: A school board member may be newly employed or may continue to be employed by the school district as an employee where there is a reasonable expectation on July 1, or at the time the

contract is entered into or extended, that the amount to be earned by that school board member under that contract or employment relationship, will not exceed \$8,000 in that fiscal year. If the school board member does not receive majority approval to be initially employed or to continue in employment at a meeting where all school board members are present, that employment must be immediately terminated and that school board member will have no further rights to employment while serving as a school board member in the school district.

- D. The school board may contract with a class of school district employees, such as teachers or custodians, where the spouse of a school board member is a member of the class of employees contracting with the school board and the employee spouse receives no special monetary or other benefit that is substantially different from the benefits that other members of the class receive under the employment contract. In order for the school board to invoke this exception, it must have a majority of disinterested school board members vote to approve the contract, direct the school board member spouse to abstain from voting to approve the contract, and publicly set out the essential facts of the contract at the meeting where the contract is approved.

IV. LIMITATIONS ON RELATED EMPLOYEES

- A. The school board can hire or dismiss teachers only at duly called meetings. Where a husband and wife, brother and sister, or two brothers or sisters, constitute a quorum, no contract employing a teacher may be made or authorized except upon the unanimous vote of the full school board.
- B. The school board may not employ any teacher related by blood or marriage to a school board member, within the fourth degree as computed by the civil law, except by a unanimous vote of the full school board.

V. CONFLICTS PRIOR TO TAKING OFFICE

A school board member with personal financial interest in a sale, lease, or contract with the school district which was entered before the school board member took office and presents an actual or potential conflict of interest, shall immediately notify the school board of such interest. It shall thereafter be the responsibility of the school board member to refrain from participating in any action relating to the sale, lease, or contract. At the time of renewal of any such sale, lease, or contract, the school board may enter into or renew such sale, lease, or contract only if it falls within one of the enumerated exceptions for contracts relating to goods or services provided above and if the procedures provided in this policy are followed.

VI. DETERMINATION AS TO WHETHER A CONFLICT OF INTEREST EXISTS

The determination as to whether a conflict of interest exists is to be made by the school board. Any school board member who has an actual or potential conflict shall notify the school board of such conflict immediately. The school board member shall thereafter cooperate with the school board as necessary for the school board to make its determination.

Legal References: Minn. Stat. § 122A.40, Subd. 3 (Teacher Hiring, Dismissal)
Minn. Stat. § 123B.195 (Board Member's Right to Employment)
Minn. Stat. § 471.87 (Public Officers; Interest in Contract;
Penalty) Minn. Stat. § 471.88, Subds. 2, 3, 4, 5, 12, 13, and 21
(Exceptions) Minn. Stat. § 471.89 (Contract, When Void)
Op. Atty. Gen. 437-A-4, March 15, 1935
Op. Atty. Gen. 90-C-5, July 30, 1940
Op. Atty. Gen. 90-A, August 14, 1957

Cross References: MSBA/MASA Model Policy 101 (Legal Status of the School
Board) MSBA/MASA Model Policy 209 (Code of Ethics)
MSBA Service Manual, Chapter 1, School District Governance,
Powers and Duties

School Board of Robbinsdale Area Schools

Organizational Meeting – January 8, 2024

AGENDA SECTION: Other Business

ITEM: 4.F. Review of 2024 Reimbursement for Transportation

COMMENTS BY: Newly-Elected School Board Chair

Minnesota Statute 123B.09, Subd.12 states that "All members of the board may receive reimbursement for transportation at the rate provided for in section 471.665."

Effective January 1, 2024, the standard mileage rates for the use of a car (also vans, pickups or panel trucks) will be 67 cents per mile driven for business use, up 1.5 cents from 2023.

*References:

<https://www.irs.gov/newsroom/irs-issues-standard-mileage-rates-for-2024-mileage-rate-increases-to-67-cents-a-mile-up-1-point-5-cents-from-2023>

Recommended Action: Review and affirm reimbursement for transportation rate.



School Board of Robbinsdale Area Schools

Organizational Meeting – January 8, 2024

AGENDA SECTION: Adjournment

ITEM: 5. Adjournment of Organizational Meeting

COMMENTS BY: Newly-Elected School Board Chair

Recommended Action: Call the Organizational meeting to a close.

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

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

Abstentions: _____



School Board of Robbinsdale Area Schools

Business Meeting - January 8, 2024

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 – January 8, 2024

AGENDA SECTION: Acceptance of Agenda
ITEM: 7. Acceptance of Business Meeting Agenda
COMMENTS BY: Newly-Elected 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 – January 8, 2024

AGENDA SECTION: Operations

ITEM: 8.A. Approval of 2024 Legislative Action Coalition (LAC) Platform

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

The Legislative Action Coalition (LAC) works to increase the knowledge of education issues among members of our community and legislators in order to advocate for our public school district. The 2024 draft platform advocates for the resources needed to ensure an equitable and respectful education experience for every student, family, and staff member.

Recommended Motion:

Approve the proposed 2024 Legislative Platform.

	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: _____ 24 _____

EXCELLENCE IS OUR STANDARD

Robbinsdale Area Schools is committed to ensuring every student develops their unique potential and graduates career and college ready. To support academic achievement and create a world-class workforce, we urge the Governor and Legislators to address the following critical issues:

Allow Increased Flexibility for School Districts

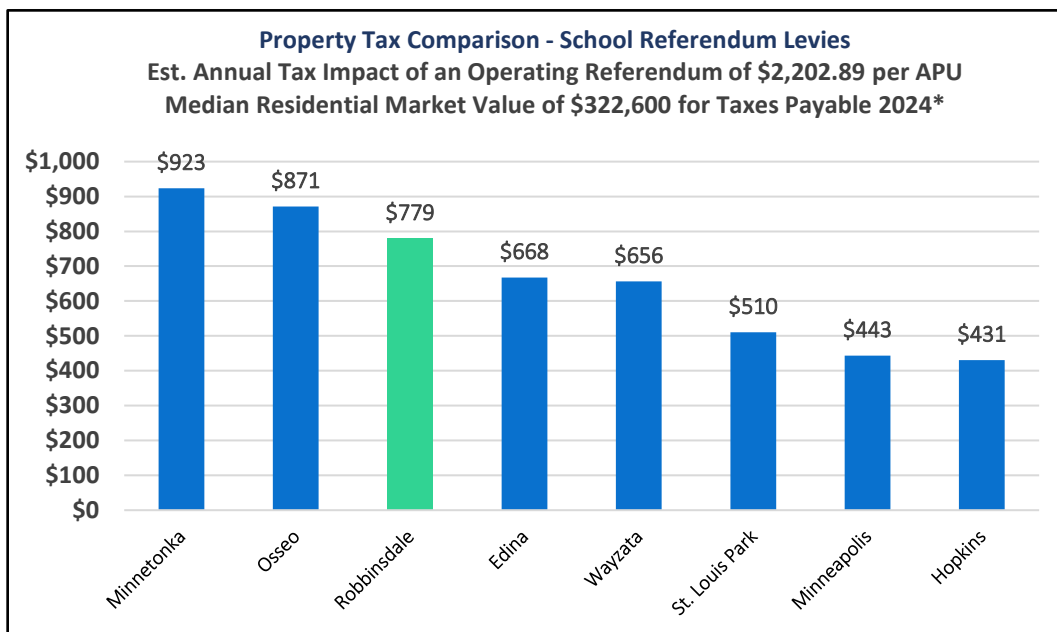
- **Expand the allowable uses of Long-Term Facilities Maintenance Revenue** to allow school districts to enhance safety through security modifications to buildings, including remodeling and additions to existing space.
- **Increase the maximum Safe Schools Levy and state aid** to support the mental health needs of our students and expand the permitted uses to offset the growing costs of cyber security and school communication technology.
- **Reduce mandated paperwork requirements for Special Education students.** Reducing paperwork requirements allows staff to spend more time with students.
- **Oppose any new unfunded mandates.** Unfunded state mandates add additional costs to an already stressed budget.

Enhance Educator Workforce

- **Support policies that attract, develop and retain a diverse educator workforce** to reflect diverse student populations. Maintain the tiered licensing system to ensure multiple pathways for licensure.

Institute Tax Equalization

- **Fund all districts equitably, considering the difference between commercial property-rich communities and residential communities.** Operating referendums play a crucial role in school funding. Residents of districts with lower commercial property wealth pay between \$200 to \$500 more in taxes than those who reside in districts rich with commercial property. For example, taxes on a home valued at \$322,600 cost Rdale homeowners \$348 more than what the commercial property-rich Hopkins district homeowners pay.



*Proposed Pay 2024 Referendum Market Values provided by Hennepin County. Districts may have more authority than the standard cap of \$2,203 per adjusted pupil unit. Data doesn't include any fiscal disparities adjustments. Prepared by PMA Securities LLC

School Board of Robbinsdale Area Schools

Business Meeting – January 8, 2024

AGENDA SECTION: Operations

ITEM: 8.B. Policy and Administrative Procedure (AP) 413 -
Discrimination, Harassment and Violence

COMMENTS BY: Governance Policy Committee Members

Recommended Motion:

Approve Policy and AP 413 - Discrimination, Harassment and Violence

	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: _____

413 **DISCRIMINATION, HARASSMENT, AND VIOLENCE**

Adopted: November 16, 2015

Revised: December 13~~42~~, 2023

I. **PURPOSE**

The purpose of this policy is to articulate the school board's commitment to fostering learning and working environments that are free from **discrimination**, harassment, and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, gender identity and/or expression, or disability (Protected Class).

II. **GENERAL STATEMENT OF POLICY**

- A. The school district prohibits any form of **discrimination**, harassment, or violence on the basis of a person's protected class. Any student or school district personnel who **discriminates against and/or** harasses an individual or group of students or school district personnel based on the individual or group's Protected Class is in violation of this policy.
- B. Any student or school district personnel who inflicts, threatens to inflict, or attempts to inflict violence upon an individual or group of students or school district personnel based on the individual or group's Protected Class is in violation of this policy.
- C. The school district will take appropriate action, which may include, but is not limited to: conducting an investigation; placing one or more individuals in a different setting or location or on administrative leave; restorative justice; remedial response and/or corrective action, including discipline; in response to complaints or reports of **discrimination**, harassment, or violence against an individual or group of students or school personnel based on the individual or group's Protected Class.
- D. The superintendent is directed to develop administrative procedures to implement this policy.

Legal References: Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)

Cross References: Title IX Sex Nondiscrimination, Grievance Procedures and Process Equity Policy

[Procedure 413](#)

413 DISCRIMINATION, HARASSMENT, AND VIOLENCE

Adopted: November 16, 2015

Revised: December 13, 2023

I. PURPOSE

The purpose of this policy is to articulate the school board's commitment to fostering learning and working environments that are free from discrimination, harassment, and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, gender identity and/or expression, or disability (Protected Class).

II. GENERAL STATEMENT OF POLICY

- A. The school district prohibits any form of discrimination, harassment, or violence on the basis of a person's protected class. Any student or school district personnel who discriminates against and/or harasses an individual or group of students or school district personnel based on the individual or group's Protected Class is in violation of this policy.
- B. Any student or school district personnel who inflicts, threatens to inflict, or attempts to inflict violence upon an individual or group of students or school district personnel based on the individual or group's Protected Class is in violation of this policy.
- C. The school district will take appropriate action, which may include, but is not limited to: conducting an investigation; placing one or more individuals in a different setting or location or on administrative leave; restorative justice; remedial response and/or corrective action, including discipline; in response to complaints or reports of discrimination, harassment, or violence against an individual or group of students or school personnel based on the individual or group's Protected Class.
- D. The superintendent is directed to develop administrative procedures to implement this policy.

Legal References: Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)

Cross References: Title IX Sex Nondiscrimination, Grievance Procedures and Process Equity Policy

[Procedure 413](#)

ADMINISTRATIVE PROCEDURE 413 - DISCRIMINATION, HARASSMENT, AND VIOLENCE

I. PURPOSE

The purpose of this procedure is to implement Policy 413 and foster learning and working environments free from **discrimination**, harassment, and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, gender identity and/or expression, or disability (Protected Class).

II. GENERAL STATEMENT OF PROCEDURE

- A. The school district prohibits any form of **discrimination**, harassment, or violence on the basis of a person's protected class. Any student or school district personnel who **discriminates and/or** harasses an individual or group of students or school district personnel based on the individual or group's Protected Class is in violation of this Procedure.
- B. Any student or school district personnel who inflicts, threatens to inflict, or attempts to inflict violence upon an individual or group of students or school district personnel based on the individual or group's Protected Class is in violation of this Procedure.
- C. The school district will take appropriate action, which may include, but is not limited to: conducting an investigation; placing one or more individuals in a different setting or location or on administrative leave; restorative justice; remedial response and/or corrective action, including discipline, in response to **reports or** complaints of **discrimination**, harassment, or violence against an individual or group of students or school personnel based on the individual or group's Protected Class.

III. DEFINITIONS

Many of the terms used in Policy 413 and this Procedure are defined in the Minnesota Human Rights Act, Minn. Stat. Chap. 363A, specifically 363A.03. To the extent there are terms used in the Policy or Procedure which are not defined in the Minnesota Human Rights Act, and/or are specific to the educational setting, they are included below:

- D. "Assault" is:
 - 1. an act done with intent to cause fear in another of immediate bodily harm or death;
 - 2. the intentional infliction of or attempt to inflict bodily harm upon another;or

3. the threat to do bodily harm to another with present ability to carry out the threat.
- E. “Corrective Action” is a process of identifying and addressing the root cause of an issue with an individual’s conduct or performance, with the goal of preventing the issue from recurring. It is most often a proactive approach which may involve instruction, coaching, training, providing additional resources, or otherwise helping the individual meet expectations and change behavior, but it can also involve discipline.
- F. “Discrimination” means treating people or groups differently due to their membership or perceived membership in a protected class, in a manner that is prejudicial, in violation of Policy 413 or this Procedure, and/or illegal. Nothing in Policy 413 or this Procedure prevents the school district from treating individuals or groups equitably.
- G. “Harassment” consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual’s or group of individuals’ protected status when the conduct:
1. has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;
 2. has the purpose or effect of substantially interfering with an individual’s work or academic performance; or
 3. otherwise adversely affects an individual’s employment or academic opportunities.
- H. “Immediately” means as soon as possible but in no event longer than 24 hours.
- I. “Protected Class” refers to an individual’s or group’s race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, gender identity and/or expression, or disability.
- J. “Remedial Response” means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of the person who is the target of the prohibited conduct.
- K. “Restorative Justice” examines the harmful impact of an action or actions and considers what can be done to repair that harm. This cooperative model includes trained facilitators in a process that aims to hold accountable the person(s) who caused the harm, provide the opportunity for those harmed to communicate as little or as much about the impact of the harm on them as they want to, and allows for full participation by all parties impacted.
- L. “Retaliation” includes, but is not limited to, any form of intimidation, reprisal, **discrimination**, harassment, or **other** intentional **and unlawful** disparate treatment.
- M. “School District Personnel” includes school board members, school employees, agents, volunteers, contractors, or other persons subject to the supervision and control of the district.
- N. Sexual Harassment:

1. "Sexual harassment" includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:
 - a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or an education; or
 - b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
 - c. that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile, or offensive employment or educational environment.

2. Sexual harassment may include, but is not limited to:
 - a. unwelcome verbal harassment or abuse;
 - b. unwelcome pressure for sexual activity;
 - c. unwelcome, sexually motivated, or inappropriate patting, pinching, or physical contact, other than necessary restraint of student(s) by teachers, administrators, or other school district personnel to avoid physical harm to persons or property;
 - d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;
 - e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or
 - f. unwelcome behavior or words directed at an individual because of sexual orientation, including gender identity or expression.

O. Sexual Violence:

1. "Sexual violence" is a physical act of aggression or force, or the threat of aggression or force, which involves the touching of another's intimate parts or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minn. Stat. § 609.341, includes the primary genital area, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas.

2. Sexual violence may include, but is not limited to:
 - a. touching, patting, grabbing, or pinching another person's intimate parts;
 - b. coercing, forcing, or attempting to coerce or force the touching of anyone's intimate parts;
 - c. coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or
 - d. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

- P. "Violence" is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to, an individual's Protected Class.

IV. REPORTING PROCEDURES

- A. Any person who believes they have been the target or victim of [discrimination](#), harassment, or violence on the basis of that person's Protected Class by a student or school district personnel, or any person with knowledge or belief of conduct which may constitute [discrimination](#), harassment, or violence prohibited by this Procedure toward an individual or group of students or school district personnel must report the alleged acts immediately to an appropriate school district official designated by this Procedure.
- B. The school district encourages the reporting party or complainant to use the [report form](#) available on the district's website or from the school building or district office, but oral reports or written documents other than the form are considered complaints as well.
- C. Nothing in this Procedure prevents any person from reporting [discrimination](#), harassment, or violence directly to a school district human rights officer or to the superintendent.
- D. In Each School Building. The building principal, the principal's designee, or the building supervisor (a "building leader") is the person responsible for receiving oral or written reports of [discrimination](#), harassment, or violence at the building level. Any school district personnel who receives a report of [discrimination](#), harassment, or violence must inform the building leader immediately. If the complaint involves the building leader, the complaint may be made, or sent directly, to the superintendent or the school district human rights officer by the reporting party or complainant. The Human Rights Officer must ensure that Board policy and related procedures, practices, and appropriate action(s), including discipline, are equitably and fully implemented and serve as the primary contact on policy and procedural matters.
- E. School personnel must be alert to possible situations, circumstances, or events that might include acts of [discrimination](#), harassment, or violence. Any school personnel who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute [discrimination](#), harassment, or violence must make reasonable efforts to address the [discrimination](#), harassment, or violence and inform the building leader immediately. School district employees who fail to inform the building leader or school district administration of conduct that may constitute [discrimination](#), harassment, or violence or who fail to make reasonable efforts to address and/or resolve the [discrimination](#), harassment, or violence immediately may be subject to action(s) up to and including discipline.
- F. Upon receipt of a report, the building leader must notify the school district human rights officer immediately, without screening or investigating the report. The building leader may request, but may not insist upon, a written complaint. A written statement of the facts alleged must be forwarded within 24 hours by the building leader to the human rights officer. If the report was given verbally, the building leader must reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any [discrimination](#), harassment, or

violence report or complaint as described above may result in action(s) up to and including discipline against the building leader who received the report.

- G. The school board designated the Executive Director of Human Resources as the school district Human Rights Officer. If the complaint involves the Human Rights Officer, the complaint must be filed directly with the superintendent.
- H. Submission of a good faith complaint or report of [discrimination](#), harassment, or violence will not negatively affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- I. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and any witnesses, as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.
- J. Retaliation against anyone who, in good faith, complains of, reports, witnesses, and/or participates in an investigation of [discrimination](#), harassment, or violence is strictly prohibited.
- K. Knowing and intentional false accusations or reports of [discrimination](#), harassment, or violence are prohibited.
- L. Potential Responses to Substantiated Violations of this Procedure:
 - 1. Students who commit, or are a party to, acts of [discrimination](#), harassment, or violence, or who engage in reprisal or intentional false reporting may receive remedial responses, positive behavioral interventions, corrective action, and/or discipline up to and including suspension and/or expulsion.
 - 2. Employees who permit, condone, or tolerate [discrimination](#), harassment, or violence, or engage in an act of reprisal or intentional false reporting of [discrimination](#), harassment, or violence may face disciplinary action up to and including termination.
 - 3. Consequences for other individuals engaging in prohibited acts of [discrimination](#), harassment, or violence may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

V. SCHOOL DISTRICT ACTION

The school district will take appropriate action, which may include, but is not limited to: conducting an investigation; placing one or more individuals in a different setting or location or on administrative leave; restorative justice; remedial response; corrective action; and/or discipline, in response to complaints of [discrimination](#), harassment, or violence against an individual or group of students or school personnel based on the individual or group's Protected Class.

VI. RETALIATION OR REPRISAL

The school district will discipline and/or take appropriate action against any student or school district personnel who retaliates against any person who asserts, alleges, or makes a good faith report of [discrimination](#), harassment, or violence, who testifies,

assists, or participates in an investigation of retaliation or alleged harassment or violence, or who testifies, assists, or participates in a proceeding or hearing relating to such [discrimination](#), harassment, or violence.

VII. DISSEMINATION OF PROCEDURE AND TRAINING

The Procedure is available on the District's website, and the District is committed to providing professional development and training to employees and students about it.

413 DISCRIMINATION, HARASSMENT, AND VIOLENCE

I. PURPOSE

The purpose of this procedure is to implement Policy 413 and foster learning and working environments free from discrimination, harassment, and violence on the basis of race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, gender identity and/or expression, or disability (Protected Class).

II. GENERAL STATEMENT OF PROCEDURE

- Q. The school district prohibits any form of discrimination, harassment, or violence on the basis of a person's protected class. Any student or school district personnel who discriminates and/or harasses an individual or group of students or school district personnel based on the individual or group's Protected Class is in violation of this Procedure.
- R. Any student or school district personnel who inflicts, threatens to inflict, or attempts to inflict violence upon an individual or group of students or school district personnel based on the individual or group's Protected Class is in violation of this Procedure.
- S. The school district will take appropriate action, which may include, but is not limited to: conducting an investigation; placing one or more individuals in a different setting or location or on administrative leave; restorative justice; remedial response and/or corrective action, including discipline, in response to reports or complaints of discrimination, harassment, or violence against an individual or group of students or school personnel based on the individual or group's Protected Class.

III. DEFINITIONS

Many of the terms used in Policy 413 and this Procedure are defined in the Minnesota Human Rights Act, Minn. Stat. Chap. 363A, specifically 363A.03. To the extent there are terms used in the Policy or Procedure which are not defined in the Minnesota Human Rights Act, and/or are specific to the educational setting, they are included below:

- T. "Assault" is:
 - 1. an act done with intent to cause fear in another of immediate bodily harm or death;
 - 2. the intentional infliction of or attempt to inflict bodily harm upon another;or

3. the threat to do bodily harm to another with present ability to carry out the threat.
- U. “Corrective Action” is a process of identifying and addressing the root cause of an issue with an individual’s conduct or performance, with the goal of preventing the issue from recurring. It is most often a proactive approach which may involve instruction, coaching, training, providing additional resources, or otherwise helping the individual meet expectations and change behavior, but it can also involve discipline.
- V. “Discrimination” means treating people or groups differently due to their membership or perceived membership in a protected class, in a manner that is prejudicial, in violation of Policy 413 or this Procedure, and/or illegal. Nothing in Policy 413 or this Procedure prevents the school district from treating individuals or groups equitably.
- W. “Harassment” consists of physical or verbal conduct, including, but not limited to, electronic communications, relating to an individual’s or group of individuals’ protected status when the conduct:
1. has the purpose or effect of creating an intimidating, hostile, or offensive working or academic environment;
 2. has the purpose or effect of substantially interfering with an individual’s work or academic performance; or
 3. otherwise adversely affects an individual’s employment or academic opportunities.
- X. “Immediately” means as soon as possible but in no event longer than 24 hours.
- Y. “Protected Class” refers to an individual’s or group’s race, color, creed, religion, national origin, sex, age, marital status, familial status, status with regard to public assistance, sexual orientation, gender identity and/or expression, or disability.
- Z. “Remedial Response” means a measure to stop and correct prohibited conduct, prevent prohibited conduct from recurring, and protect, support, and intervene on behalf of the person who is the target of the prohibited conduct.
- AA. “Restorative Justice” examines the harmful impact of an action or actions and considers what can be done to repair that harm. This cooperative model includes trained facilitators in a process that aims to hold accountable the person(s) who caused the harm, provide the opportunity for those harmed to communicate as little or as much about the impact of the harm on them as they want to, and allows for full participation by all parties impacted.
- BB. “Retaliation” includes, but is not limited to, any form of intimidation, reprisal, discrimination, harassment, or other intentional and unlawful disparate treatment.
- CC. “School District Personnel” includes school board members, school employees, agents, volunteers, contractors, or other persons subject to the supervision and control of the district.
- DD. Sexual Harassment:

1. "Sexual harassment" includes unwelcome sexual advances, requests for sexual favors, sexually motivated physical conduct or other verbal or physical conduct or communication of a sexual nature when:
 - a. submission to that conduct or communication is made a term or condition, either explicitly or implicitly, of obtaining employment or an education; or
 - b. submission to or rejection of that conduct or communication by an individual is used as a factor in decisions affecting that individual's employment or education; or
 - c. that conduct or communication has the purpose or effect of substantially or unreasonably interfering with an individual's employment or education, or creating an intimidating, hostile, or offensive employment or educational environment.

2. Sexual harassment may include, but is not limited to:
 - a. unwelcome verbal harassment or abuse;
 - b. unwelcome pressure for sexual activity;
 - c. unwelcome, sexually motivated, or inappropriate patting, pinching, or physical contact, other than necessary restraint of student(s) by teachers, administrators, or other school district personnel to avoid physical harm to persons or property;
 - d. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt threats concerning an individual's employment or educational status;
 - e. unwelcome sexual behavior or words, including demands for sexual favors, accompanied by implied or overt promises of preferential treatment with regard to an individual's employment or educational status; or
 - f. unwelcome behavior or words directed at an individual because of sexual orientation, including gender identity or expression.

EE. Sexual Violence:

1. "Sexual violence" is a physical act of aggression or force, or the threat of aggression or force, which involves the touching of another's intimate parts or forcing a person to touch any person's intimate parts. Intimate parts, as defined in Minn. Stat. § 609.341, includes the primary genital area, groin, inner thigh, buttocks, or breast, as well as the clothing covering these areas.

2. Sexual violence may include, but is not limited to:
 - a. touching, patting, grabbing, or pinching another person's intimate parts;
 - b. coercing, forcing, or attempting to coerce or force the touching of anyone's intimate parts;
 - c. coercing, forcing, or attempting to coerce or force sexual intercourse or a sexual act on another; or
 - d. threatening to force or coerce sexual acts, including the touching of intimate parts or intercourse, on another.

- FF. “Violence” is a physical act of aggression or assault upon another or group of individuals because of, or in a manner reasonably related to, an individual’s Protected Class.

IV. REPORTING PROCEDURES

- M. Any person who believes they have been the target or victim of discrimination, harassment, or violence on the basis of that person’s Protected Class by a student or school district personnel, or any person with knowledge or belief of conduct which may constitute discrimination, harassment, or violence prohibited by this Procedure toward an individual or group of students or school district personnel must report the alleged acts immediately to an appropriate school district official designated by this Procedure.
- N. The school district encourages the reporting party or complainant to use the report form available on the district’s website or from the school building or district office, but oral reports or written documents other than the form are considered complaints as well.
- O. Nothing in this Procedure prevents any person from reporting discrimination, harassment, or violence directly to a school district human rights officer or to the superintendent.
- P. In Each School Building. The building principal, the principal’s designee, or the building supervisor (a “building leader”) is the person responsible for receiving oral or written reports of discrimination, harassment, or violence at the building level. Any school district personnel who receives a report of discrimination, harassment, or violence must inform the building leader immediately. If the complaint involves the building leader, the complaint may be made, or sent directly, to the superintendent or the school district human rights officer by the reporting party or complainant. The Human Rights Officer must ensure that Board policy and related procedures, practices, and appropriate action(s), including discipline, are equitably and fully implemented and serve as the primary contact on policy and procedural matters.
- Q. School personnel must be alert to possible situations, circumstances, or events that might include acts of discrimination, harassment, or violence. Any school personnel who witnesses, observes, receives a report of, or has other knowledge or belief of conduct that may constitute discrimination, harassment, or violence must make reasonable efforts to address the discrimination, harassment, or violence and inform the building leader immediately. School district employees who fail to inform the building leader or school district administration of conduct that may constitute discrimination, harassment, or violence or who fail to make reasonable efforts to address and/or resolve the discrimination, harassment, or violence immediately may be subject to action(s) up to and including discipline.
- R. Upon receipt of a report, the building leader must notify the school district human rights officer immediately, without screening or investigating the report. The building leader may request, but may not insist upon, a written complaint. A written statement of the facts alleged must be forwarded within 24 hours by the building leader to the human rights officer. If the report was given verbally, the building leader must reduce it to written form within 24 hours and forward it to the human rights officer. Failure to forward any discrimination, harassment, or

violence report or complaint as described above may result in action(s) up to and including discipline against the building leader who received the report.

- S. The school board designated the Executive Director of Human Resources as the school district Human Rights Officer. If the complaint involves the Human Rights Officer, the complaint must be filed directly with the superintendent.
- T. Submission of a good faith complaint or report of discrimination, harassment, or violence will not negatively affect the complainant or reporter's future employment, grades, work assignments, or educational or work environment.
- U. The school district will respect the privacy of the complainant(s), the individual(s) against whom the complaint is filed, and any witnesses, as much as possible, consistent with the school district's legal obligations to investigate, to take appropriate action, and to comply with any discovery or disclosure obligations.
- V. Retaliation against anyone who, in good faith, complains of, reports, witnesses, and/or participates in an investigation of discrimination, harassment, or violence is strictly prohibited.
- W. Knowing and intentional false accusations or reports of discrimination, harassment, or violence are prohibited.
- X. Potential Responses to Substantiated Violations of this Procedure:
 - 4. Students who commit, or are a party to, acts of discrimination, harassment, or violence, or who engage in reprisal or intentional false reporting may receive remedial responses, positive behavioral interventions, corrective action, and/or discipline up to and including suspension and/or expulsion.
 - 5. Employees who permit, condone, or tolerate discrimination, harassment, or violence, or engage in an act of reprisal or intentional false reporting of discrimination, harassment, or violence may face disciplinary action up to and including termination.
 - 6. Consequences for other individuals engaging in prohibited acts of discrimination, harassment, or violence may include, but not be limited to, exclusion from school district property and events and/or termination of services and/or contracts.

V. SCHOOL DISTRICT ACTION

The school district will take appropriate action, which may include, but is not limited to: conducting an investigation; placing one or more individuals in a different setting or location or on administrative leave; restorative justice; remedial response; corrective action; and/or discipline, in response to complaints of discrimination, harassment, or violence against an individual or group of students or school personnel based on the individual or group's Protected Class.

VI. RETALIATION OR REPRISAL

The school district will discipline and/or take appropriate action against any student or school district personnel who retaliates against any person who asserts, alleges, or makes a good faith report of discrimination, harassment, or violence, who testifies,

assists, or participates in an investigation of retaliation or alleged harassment or violence, or who testifies, assists, or participates in a proceeding or hearing relating to such discrimination, harassment, or violence.

VII. DISSEMINATION OF PROCEDURE AND TRAINING

The Procedure is available on the District's website, and the District is committed to providing professional development and training to employees and students about it.



School Board of Robbinsdale Area Schools

Business Meeting – January 8, 2024

AGENDA SECTION: Operations

ITEM: 8.C. Non-Action - Mediation Center of Minnesota

PRESENTER: Jessica Shryack and Joe Reid

Ms. Shryack and Mr. Reid will discuss the next steps - moving into the assessment portion of the collaborative problem solving process, and answer any questions.



School Board of Robbinsdale Area Schools

Business Meeting – January 8, 2024

AGENDA SECTION: Operations

ITEM: 8.D. Non-Action - Policy Update

PRESENTER: ReNae Bowman and Dr. Greta Evans-Becker, School Board
Directors

Directors Bowman and Evans-Becker will provide an update on their review of the School Board Governance Policy Manual.



School Board of Robbinsdale Area Schools

Business Meeting – January 8, 2024

AGENDA SECTION: Operations

ITEM: 8.E. Non-Action - School Safety Update

PRESENTER: Ad Hoc Safety and Security Committee Members

Members of the Ad Hoc Safety and Security Committee will provide an update from their meeting on December 20, 2023.



From: Safety & Security Ad Hoc Committee

Date: 1.8.2024

Re: Status Update

Past Committee Meeting Dates: August 29, 2023, October 4, 2023, December 6, 2023, December 20, 2023

Upcoming Committee Meeting Dates: January 17, 2024 @4:30


Review of Committee's purpose:

To provide recommendations to the full Board of Education regarding safety and security initiatives, how to address and communicate about incidents and other related priorities.

Ad Hoc Committee's Recommendation for Board Consideration:

Jan 8, 2024 - The Safety & Security Ad Hoc Committee recommends the following:

- All Directors review the list of Safety and Security Recommendations provided via e-mail on Jan 5, 2024 by Director Powell & Interim Superintendent Voight. Summarize your questions & feedback and provide it to Director Holmes via email. She will then summarize the information in preparation for discussion as a full Board;
- Add Board discussion and prioritization of the following to the next work session on Jan 22, 2024 and anticipate moving directives/approvals to action on Feb 5, 2024 :
 - Discuss and prioritize Director Powell & Interim Superintendent Voight's provided recommendations;
 - Determine consensus on Board Incident Notification Threshold - Ad Hoc Committee is prepared with a recommendation to start discussion;
 - Discuss Ad Hoc Committee's recommendation of further marketing of the Sandy Hook Promise Program and Sandy Hook Promise Reporting App. reporting frequency;

- 
- Direct Chair, Vice Chair to schedule a closed meeting at the next agenda setting meeting to discuss crisis preparedness plans as recommended by Director Powell & Interim Superintendent Voight. In the meeting, action should be taken on what details/terms can be shared with stakeholders with the understanding that certain specifics must remain confidential for safety purposes.
 - Direct Chair, Vice Chair to schedule a lockdown drill for the School Board at ESC as recommended by Interim Superintendent Voight & Director Powell.



Meeting Overviews:

December 20, 2023 - Attendees: Directors Bowman, Long & Holmes, Director of Safety & Security Bo Powell, Interim Superintendent Marti Voight


1. Started meeting with Interim Superintendent Voight and Director Powell distributing the following information to Directors:
 - a. Draft form of Critical Threshold Response to the School Board
 - b. Incident Command Organizational Personnel Chart
 - c. Blank Robbinsdale Area Schools Debrief Protocol Dated 12/11/23
 - d. Sandy Hook YTD Say Something Anonymous Reporting App Report - missing a middle school. **Action:** Director Powell to provide an updated report to the Ad Hoc Committee.
2. Discussion on the most recent PMS altercation brought to the attention of the RAS School Board Listening Hour on 12/18/23. **Action:** Directors requested After Incident Review;
3. Brainstorming as a group on a list of actions/items including metal detectors, substance abuse counselors, vape detectors, discipline tracking process for administrators/adults in buildings, **Action:** Director Powell to provide a wish list of items/recommendations before winter break. Item received January 5, 2024;

Next Safety & Security Ad Hoc Committee Meeting: January 17, 2024.



December 6, 2023 - Attendees: Directors Bowman, Long & Holmes, Director of Safety & Security Bo Powell, Interim Superintendent Marti Voight and two community members

1. Shared Safety and Security: Ad Hoc Committee - Data Request Tracker with Interim Superintendent Voight and Director Powell;
2. Discussion on Stronger Connections Grant for replacement of middle school security cameras **Action:** Administration and Director Powell to provide a written summary of the grant including an overview of the replacement/sustainability plan;
3. Discussion of evacuation plans and physical safety plans, impaired students and safe rooms;
4. Discussion of Student Summit, CHS had taken place, AHS was planned **Action:** Director Powell to provide summary of events;
5. Discussion of Sandy Hook Promise Student Panel and ask for follow-up report. **Action:** Director Powell to provide summary of **Sandy Hook Promise Student Panel, their training and next steps.**
6. Discussion of Safety & Security Ad Hoc Committee meeting with various first responders within District 281 including Chief Green & Assistant Chief, FEMA representative from Plymouth PD, Fire Regional Response Teams, etc. **Action:** Ad Hoc Committee to tighten up the purpose and scope of this planned meeting during its December 20th meeting;
7. Discussion and review of action codes and where/how they are presented on District website. Document is available here: [RAS Emergency Response Guide](#) **Action:** Interim Superintendent Voight to review with Communications Department;
8. **Action:** Director Powell to provide his safety & security “wish list” via e-mail to Directors Bowman, Long & Holmes. Directors to review and discuss priorities/recommendations in January meetings;
9. **Action:** Interim Superintendent Voight & Director Powell recommend scheduling a closed meeting to discuss crisis preparedness plans. In the meeting, action should be taken on what details/terms can be shared with stakeholders with the understanding that certain specifics must remain confidential for safety purposes. Date TBD;


- 
10. **Action:** Interim Superintendent Voight & Director Powell recommend scheduling a lockdown drill for the School Board at ESC. Date TBD.
 11. **Action:** Director Powell to provide the YTD reports from the Sandy Hook Promise Anonymous Reporting App via e-mail to Directors Bowman, Long & Holmes. Directors to review and discuss recommendations for reporting frequency to the Board in January meetings;
 12. Discussion of Chair Bassett's November 2022 Memo and request for a formal response. **Action:** Interim Superintendent Voight to respond to Chair Bassett with how Administration responded to the memo and identify any remaining questions. Chair Bassett, as well as any Board director, is asked to write up and submit any outstanding concerns to the Safety & Security Ad Hoc Committee via email;
 13. **Action:** Directors Bowman, Long & Holmes to bring incident communication threshold/flowchart recommendation to full Board at the January 8, 2024 meeting;
 14. **Action:** Interim Superintendent Voight to provide Board with individual after incident reports of provided list from professional development sessions.

Next Safety & Security Ad Hoc Committee Meeting: December 20, 2023.



October 4, 2023 - Attendees: Directors Bowman, Long & Holmes and two community members.

1. Crosscheck of electronic information received from Administration relating to the May 2023 Ad Hoc Committee Memo;
2. Safety and Security: Ad Hoc Committee - Data Request Tracker created by Director Long;
3. Outstanding items:
 - Cabinet Leadership to develop Annual Safety and Security SMART goals for defined areas. **Action:** Interim Superintendent Voight to provide blank copy of evaluation tool;
 - Organizational chart of each multidisciplinary team in safety & security framework. **Action:** Director Long provided an example to Interim Superintendent Voight. Timeline: TBD
 - List of safety and security grants;
 - Process to write grants from FEMA - Director Powell contact; **Action:** waiting on timeline of when to expect preliminary findings;
 - Blank Harassment Form provided - **Action:** Ad Hoc Committee reviewed form further discussion needed on process and details within form including contact person vs. two, who fills out the form, detailed steps and explanation of why Tennessee Warning is used;
 - Blank referral forms from each school; **Action:** Administration to provide;
 - Schedule of Student Handbook reviews - who & when; **Action:** Administration to provide;
 - Outline of current process for staff reports of harassment **Action:** Administration to provide. Directors to provide feedback including potential resources of the Office of Equality and Civil Rights and Office of Ombudsman;
 - Emergency Preparedness Plans - **Action:** Ad Hoc Committee to discuss this section of memo in more detail with Administration;
 - Culture and Climate Specialists, School Psychologists and Social Workers job descriptions. Initial document from August 2023: [Student Support Positions Overview](#) - **Action:** Administration to provide;

- 
- Trauma Teams- **Action:** Ad Hoc Committee to discuss this section of memo in more detail with Administration;
 - SRO Flow Chart of when to contact police; **Action:** Administration to provide, Ad Hoc Committee discussing alternatives to SRO's while they are not in buildings;
 - Equipment - a complete list of all broken/outdated equipment including all safety associated lights, speakers, intercoms, fire safety etc; **Action:** Administration to provide;
 - Standard Operating Procedures (SOP) for maintaining equipment **Action:** Administration to provide;
 - Results/raw data from District Student Opinion Survey conducted by Administration in February/March 2023 along with the source or process used to determine the questions as well as the steps taken to communicate the survey to students **Action:** Administration to provide;
 - Results/raw data from any staff survey conducted by Administration regarding safety & security along with the source or process used to determine the questions as well as the steps taken to communicate the survey to staff **Action:** Administration to provide;



August 29, 2023 - Attendees: Directors Bowman, Long & Holmes, Director of Safety & Security Bo Powell and Assistant Superintendent Marti Voight

1. Discussion of May 18, 2023 Ad Hoc Committee memo to Administration (attached). AS Voight and Director Powell **had not been privy to the memo** until this meeting.

Documents provided by Assistant Superintendent Voight via e-mail on August 23, 2023 (electronic copies in shared Board google drive):

- [Emergency Response One Pager](#)
- [Raptor and Infinite Campus Workflow Systems](#)
- [Gaggle](#)
- [Grants related to Safety & Security](#)
- [BARR Executive Summary](#)
- [Legal Rights Center Executive Summary](#)
- [Culture and Climate Specialists, School Psychologists and Social Workers FTE Allocation](#)
- [Harassment Policy 413](#)
 - [RAS harassment Policy form](#)
 - [413 redline 2023](#)
 - [413 RAS](#)

Further discussion topics:

- Director Long reiterated Brooklyn Bridge is looking to partner with District 281 in creating initiatives related to safety and security as well as help train individuals within the District;
- Regarding other safety & security initiatives: Director Powell shared he meets with a Community Crisis Response Team for information sharing/gathering;
- Director Powell shared he has a contact to assist with writing grants for FEMA dollars;
- Assistant Superintendent Voight & Director Powell shared a DRAFT Multidisciplinary School Safety & security Framework Recommendation presentation with the Ad Hoc Committee. AS Voight stated this document had been given to the Superintendent in May 2023 to be shared with the School Board.

Action: Ad Hoc Committee is reviewing the presentation to provide feedback to now Interim Superintendent Voight and Director Powell.



School Board of Robbinsdale Area Schools

Business Meeting – January 8, 2024




AGENDA SECTION: Operations

ITEM: 8.F. Non-Action - Student Achievement Update




PRESENTER: Toya Stewart Downey - Executive Director of Strategic Communications, Equity and Inclusion
Tony Patterson, Assistant Director of Achievement and Integration
Carlie Anderson, Indian Education School Climate and Culture Specialist

Ms. Stewart Downey, Mr. Patterson and Ms. Anderson will introduce the self-assessment rubric the American Indian Parent Advisory Committee (AIPAC) will use to determine whether or not the district is concurrent in regard to the programming requirements set by the Minnesota Department of Education (MDE).

PROGRAM SUPPORT

INDICATOR	IMPLEMENTATION DESCRIPTION	PROGRESS DIAL
1) Accurate identification of American Indian students	We have implemented a plan for identifying American Indian students and are working on accurately identifying all American Indian students in our school.	 Partial implementation
2) Established American Indian Education program	We have a fully established American Indian education program but we are not meeting the needs of nearly all American Indian students. Parents and community members are not always consulted to identify needs or make revisions to programs and services.	 Partial implementation
3) Title VI American Indian student eligibility documentation	My district, school, or tribe has staff assigned to provide Title VI American Indian student eligibility certification documents in all registration packets of self-identified American Indian students at the start of the year. Staff provides information to parents through a variety of means (e.g., e-mails, newsletters, phone calls, district website postings, and community meetings) about the importance of document completion and follows up with individual parents.	 Full implementation

FUNDING AND SUPPORT: FEDERAL AND STATE





4) Application for federal Title VI funds	We are implementing and following our Title VI work plan.	 Partial implementation
5) Requirements for Johnson O'Malley (JOM) program	We have a JOM program, complete an annual plan and budget, and spend funds appropriately. However, one or more of the following also is true of my district: (a) we were unaware of additional IEC requirements or don't meet them; (b) we don't always spend down JOM funds each year; or (c) we may have JOM eligible students we are not capturing.	 Partial implementation
6) Federal Impact Aid application and consultation requirements	We do not apply for federal Impact Aid, and therefore do not adhere to the IPP requirements.	 No implementation



FUNDING AND SUPPORT: FEDERAL AND STATE, CONT.







INDICATOR	IMPLEMENTATION DESCRIPTION	PROGRESS DIAL
7) Completion and submission of Minnesota American Indian Education Program annual plan	My district, school, or tribe reviews and updates annual goals for each of the five World's Best Workforce goal areas on our American Indian Education Aid program plan with our AIPAC American Indian Parent Advisory Committee (AIPAC) and discusses appropriate strategies. All necessary paperwork for Minnesota Formula Aid is completed on an annual basis by knowledgeable staff and submitted to MDE by deadlines.	 Full implementation

EDUCATOR EFFECTIVENESS: RECRUITMENT AND RETENTION

8) American Indian administrator and staff representation	<p>We have close to proportionate representation but not across all three roles.</p> <p><i>Collaborate with HR, tribal employment offices and American Indian community organizations to advertise open job listings in Robbinsdale Area Schools.</i></p>	 Partial implementation
9) American Indian teacher recruitment	<p>We have a formal recruitment plan including the three main initiatives and have implemented more than half of the activities, but efforts are not yet ongoing or multiyear.</p> <p><i>Objective: Partner with state colleges and universities American Indian education programs and other education programs with high amounts of Native American students. Connect and collaborate with tribal employment offices and American Indian community organizations to advertise open job listings. Compile easily accessible resources on our webpage regarding agencies that provide scholarships to American Indian preservice teachers.</i></p>	 54 Partial implementation
10) Community coordinators or American Indian home/school liaisons	<p>My district, school, or tribe has a staff member (e.g., community coordinator or American Indian home/school liaison) who regularly communicates with all families of children enrolled in our American Indian education program – through phone calls, letters, community or home visits, or other means of parent contact – to convey information about the program and promote understanding and cooperation between my district, school, or tribe and families and the community.</p>	 Full implementation
11) Licenses for American Indian language and culture education teachers	<p>We have a plan to begin supporting current American Indian education teachers and staff in obtaining licensure and to hire American Indian staff.</p> <p><i>Work with HR department to advertise Grow-your-own program to American Indian staff.</i></p>	 Planning



EDUCATOR EFFECTIVENESS: COLLABORATION, COMMUNICATION, AND PROFESSIONAL DEVELOPMENT




INDICATOR	IMPLEMENTATION DESCRIPTION	PROGRESS DIAL
12) Collaboration with tribes and AI community agencies to identify policies/practices impacting AI students' performance/attendance	My district, school, or tribe regularly collaborates with local American Indian tribe(s) and/or American Indian community agencies in a meaningful and timely manner to identify tribal policies or cultural practices that affect American Indian student school performance, especially attendance.	 Full implementation
13) Staff awareness of policies or practices that impact AI student performance and attendance	More than half of our district or school staff are aware of tribal policies and/or cultural practices that affect AI student performance, especially attendance.	 Partial implementation
14) Formal support for tribal policies or cultural practices	We have these supports in place, but most staff do not participate in cultural practices and are aware of tribal policies.	 Initial implementation
15) Staff awareness of tribal services available to American Indian students	We have collaborated to identify these American Indian agencies and services, but most staff are not yet aware of them.	 Initial implementation
16) AI Cultural Training for staff	We offer regular trainings for staff on working with American Indian students and understanding American Indian culture, and more than half of staff have participated .	 Partial implementation
17) Joint meetings for students transitioning between schools	These meetings occur occasionally but not for all AI students who are transitioning, and/or the information exchanged is not systematic (consistent across schools, students and meetings).	 Partial implementation



CULTURE: AMERICAN INDIAN PARENT ADVISORY COMMITTEE

INDICATOR	IMPLEMENTATION DESCRIPTION	PROGRESS DIAL
<p>18) American Indian education parent advisory committee (AIPAC)</p>	<p>My board, school, or tribe's AIPAC meets regularly and has representation from all required members of the Committee (half or more of which must be parents of students enrolled in the AI program) and additional invited members. We include the AIPAC in the development of the World's Best Workforce plan which makes recommendations to the school board regarding rigorous academic standards, and student achievement goals and measures.</p> <p>Our district AIPAC has developed recommendations in consultation with the curriculum advisory committee on issues concerning all aspects of American Indian education and the educational needs of American Indian children. American Indian parents and the AIPAC are regularly involved in and consulted with regarding the planning, operation, and evaluation of American Indian programs for their children, who are served by these programs.</p>	 <p>Full implementation</p>

CULTURE: TRIBAL RELATIONS AND ENGAGEMENT OF PARENTS, FAMILIES, AND COMMUNITIES

INDICATOR	IMPLEMENTATION DESCRIPTION	PROGRESS DIAL
<p>19) Community involvement in culturally relevant programs</p>	<p>My district, school, or tribe offers regularly scheduled culturally relevant school programs, such as storytelling, American Indian language tables, and powwows aimed at increasing community involvement which are well attended by members of American Indian communities.</p>	 <p>Full implementation</p>
<p>20) Tribal leaders, elders, community representatives, and parents are on campus</p>	<p>We have invited Tribal leaders, community representatives, and parents to campus and have had small successes.</p>	 <p>Partial implementation</p>
<p>21) Training/learning opportunities for family members of American Indian students</p>	<p>My district, school, or tribe offers regular learning opportunities for family members of American Indian students. We consult with American Indian community representatives (e.g., parents, tribal leaders, elders, and other community members) to ensure trainings are helpful, relevant, and asset-based, and most evaluations indicate participants believe these three outcomes are met.</p>	 <p>Full implementation</p>



CULTURE: TRIBAL RELATIONS AND ENGAGEMENT OF PARENTS, FAMILIES, AND COMMUNITIES, CONT.


INDICATOR	IMPLEMENTATION DESCRIPTION	PROGRESS DIAL
22) District and school staff attendance at local community events and engagement with tribal community organizations	My district, school, or tribe encourages administrators and staff to develop and sustain collaborative relationships with local tribal leaders and/or American Indian community organizations and if invited, attend local community events such as community feasts, powwows, and student celebration events. More than half of the staff/leadership have developed a relationship(s) such that they have been invited, welcomed, and have participated in one or more local community events.	 Full implementation

STUDENT LEARNING: CURRICULUM AND INSTRUCTION




INDICATOR	IMPLEMENTATION DESCRIPTION	PROGRESS DIAL
23) Current, grade-appropriate AI materials and content	We have current, grade appropriate, culturally appropriate, and historically accurate American Indian materials or content, representative of local tribal communities in most media centers, libraries, or classrooms but are not yet available to all students.	 Partial implementation 57
24) Review process for cultural relevance, accuracy, and absence of bias in AI curricula	We have a committee and process in place for culturally relevant, accurate, and nonbiased curricula review, however, reviews are sporadic, and materials adoption may be delayed several months. <i>Emphasize rubric that reviews curriculum using three categorical areas (cultural relevancy, accuracy, and absence of bias). Ensure use of rubric by Rdale Curriculum and Instruction team.</i>	 Partial implementation
25) American Indian curriculum alignment and implementation fidelity	We have completed an alignment between our American Indian curriculum and the Minnesota Social Studies standards. However, implementation of the curriculum is inconsistent across teachers and buildings, and/or we do not have sufficient instructional materials to support full implementation by all staff.	 Partial implementation
26) American Indian content integrated into curriculum and instruction across all grades and subjects	We have begun to integrate AI content into curriculum and instruction, but integration is voluntary and teacher dependent, with little integration in some grades or subjects. <i>Introduce cultural trunks to AIPAC members and create a training on cultural trunks for staff members.</i>	 Initial implementation



STUDENT LEARNING: CURRICULUM AND INSTRUCTION, CONT.

INDICATOR	IMPLEMENTATION DESCRIPTION	PROGRESS DIAL
27) American Indian language/culture classes	In collaboration with American Indian community organizations such as Tribal colleges, state colleges and universities, or licensed native language instructors, my district, school, or tribe offers American Indian language/culture classes to all interested students, across multiple years. Students regularly meet applicable learning standards, achieve applicable certificates, and other benefits such as concurrent enrollment, college credits, and bilingual seals on their graduation diplomas.	 Full implementation

DATA-BASED DECISION MAKING

INDICATOR	IMPLEMENTATION DESCRIPTION	PROGRESS DIAL
28) Monitoring American Indian student satisfaction rates	<p>We have a plan to implement a formal process for collecting and analyzing American Indian student satisfaction data across programs, classes, and services.</p> <p><i>Create an annual survey in order to collect student satisfaction data for all students involved in the Robbinsdale American Indian Education Program.</i></p>	 Planning
29) Special education eligibility and placement for American Indian students	My district, school, or tribe analyzes special education eligibility and placement rate data disaggregated by race on an annual basis and acknowledges that American Indian students are over or under represented compared to other subgroups, and we have developed strategies to understand and address this over/under representation.	 Full implementation
30) American Indian student dropout rates	<p>We have analyzed dropout rates of American Indian students compared with other subgroups, but this task is not done annually or results are not consistently used to design new programs or improve existing programs and strategies. We do not consistently involve the AIPAC and local tribes or American Indian community agencies in the process.</p> <p><i>Create an annual meeting in collaboration with AIPAC regarding American Indian student dropout rate data and potential strategies.</i></p>	 Partial implementation



Full implementation



Partial implementation



Initial implementation






Planning



No implementation

DATA-BASED DECISION MAKING, CONT.

INDICATOR	IMPLEMENTATION DESCRIPTION	PROGRESS DIAL
31) American Indian student discipline (suspension and expulsion) rates	<p>We have analyzed suspension and expulsion rates of American Indian students compared with other subgroups, but this task is not done annually or results are not consistently used to examine or refine behavior management policies and practices, culturally responsive practices, or professional development offerings. We do not consistently involve the AIPAC and local tribes or American Indian community agencies in this process.</p> <p>Create an annual meeting in collaboration with AIPAC regarding American Indian suspension and expulsion rates and potential strategies.</p>	 <p>Partial implementation</p>
32) American Indian student attendance rates	<p>We have analyzed attendance rates of American Indian students compared with other subgroups, but this task either is not done annually, or results are not consistently used to design new programs or improve existing programs and strategies. We do not consistently involve the AIPAC and local tribes or American Indian community agencies in the process.</p> <p>Create an annual meeting in collaboration with AIPAC regarding American Indian attendance rates and potential strategies.</p>	 <p>Partial implementation 59</p>
33) American Indian student graduation rates	<p>We have analyzed graduation rates of American Indian students compared with other subgroups, but one of the following is also true: a) this task is not done annually, b) this information is not always shared with AI parents, tribes, or community agencies, or c) results are not consistently used to design new programs or improve existing programs and strategies</p>	 <p>Partial implementation</p>

EXPLANATION OF IMPLEMENTATION LEVELS

Full Implementation

My district or school is fully implementing the indicator as planned and in accordance with American Indian Education policy.

Partial Implementation (Developing Stage)

My district or school is partially implementing this indicator, or is fully implementing but revisions need to be made or are planned.

Initial Implementation

My district or school has begun implementing the indicator but has not yet implemented all planned parts; frequency, quality or consistency are lacking; or some steps or activities are implemented while others are on hold or still in planning.

Planning

My district or school has a plan in place to address the indicator, or meetings are regularly held to plan for implementation and to address the indicator.

My district or school has explicit plans to identify a team (or has one in place), gather resources, and launch the indicator.

No implementation (Exploration)

The indicator is not being addressed or implemented at my district or school. My school or district may have begun investigating how to implement the indicator but does not yet have explicit plans to do so.





School Board of Robbinsdale Area Schools

Business Meeting – January 8, 2024

AGENDA SECTION: Operations

ITEM: 8.G. Non-Action - Transportation / Capital Infrastructure Update

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

Ms. Pier will provide a comprehensive facilities study, and Ms. Johnson will provide a transportation update.



To: Transportation Update
Re: Renewal of Durham Contract for 2024-25
Date: Jan. 8, 2024

Durham Contract Rates for 23-24 School Year:

Regular Education, District Own: \$356.99
Regular Education, Contractor Own: \$443.38
Special Education, District Own: \$380.03
Special Education, Contractor Own: \$466.42

Durham Contract Rates for 24-25 School Year will be a 3% increase:

Regular Education, District Own: \$367.70
Regular Education, Contractor Own: \$456.68
Special Education, District Own: \$391.43
Special Education, Contractor Own: \$480.41

We are currently working on the addendum for the year 2024-25 transportation rates.



School Board of Robbinsdale Area Schools

Business Meeting – January 8, 2024

AGENDA SECTION: Consent Agenda
ITEM: 9. Approval of Consent Agenda
PRESENTER: Newly-Elected 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 January 8, 2024*

A Business Meeting of the School Board of Robbinsdale Area Schools (RAS) was held Monday, December 18, 2023, beginning at 7:00 p.m. in the Boardroom at the Robbinsdale Area Schools Education Service Center (ESC). 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 7:03 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 Evans-Becker moved to accept the 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.

Interim Superintendent's Report

Interim Superintendent Voight introduced Anthony Williams, Executive Director of Community Education, Athletics and Activities, to provide a summary in regard to the 2023 staff Charitable Giving Campaign with the preliminary total for contributions: \$21,296.00 (\$14,028.00 to The Seven Dream Foundation and \$7,298.00 to The Greater Twin Cities United Way)

Interim Superintendent Voight then introduced Bo Powell, Director of Security, who provided highlights of the Student Safety Summit on December 6, 2023. Kyllander C. (Cooper Freshman) and Jamvon Rush-Reese (Cooper Junior) spoke about the summit, as well.

Operations

- A. Action: Levy Certification for Taxes Payable in 2024
MOTION: Director Evans-Becker 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.
- B. Action: Resolution for 2024 Election Polling Locations
MOTION: Director Vento moved approval, 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 November 2023 Donations
MOTION: Director Vento moved approval, and Director Bowman 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: Student Achievement Update
LaKimberly Jefferson, Cooper Assistant Principal
Ms. Jefferson introduced two of the five Cooper International Baccalaureate (IB) scholars who presented their Extended Essays to their supervisors on December 15, 2023. Marwen David and Jessica Tran spoke about their essays and the experience in IB at Cooper.
- E. Non-Action: School Board Mediation Update
Marti Voight, Interim Superintendent
Interim Superintendent Voight provided an update on the collaborative problem-solving approach that Mediation Center of Minnesota will be working through with the Board, with two of the facilitators coming to provide a brief update on Monday, January 8, 2024 at the Business Meeting.
- F. Non-Action: Policy Update
Governance Policy Committee Members
 - Policy and Administrative Procedure (AP)413 - Discrimination, Harassment and Violence, will be reviewed tonight as Non-Action

- Policy 506 - Student Discipline, will be ready for Board review at Business Meeting on January 8, 2024
- It was recommended that APs relating to policies be linked in the policy posted on the website
- Also recommended - redline copy should always be posted when bringing forward for Board review

G. Non-Action: School Safety Update

Ad Hoc Safety and Security Committee Members

- This committee will meet again on December 20, 2023 to review the trailing list of items for which a status updated is wanted, including:
 - Lockdown drill
 - Closed Session for emergency procedures
 - Request a safety and security wish list from Director Powell
 - Sandy Hook Promise reports - review, let Board know the recommended frequency to entire Board
 - Threshold for when Board needs to be alerted in situations - will bring to Business Meeting on January 8, 2024

H. Non-Action: Transportation Update

Ad Hoc Transportation and Capital Infrastructure Committee Members

Ad Hoc Transportation and Capital Infrastructure Committee provided an update from their meeting on December 12, 2023 to include the following:

- Request regarding updates provided regarding transportation and comprehensive facilities study - want data to review
- Look forward to the raw survey data from the budget survey closing on December 19
- Transportation is solid right now, and in place for next year
- Discussion needed on inter-district transportation - magnets and special programming (i.e. Spanish Immersion, IB, etc.)

I. Non-Action: Policy and AP 413 - Discrimination, Harassment and Violence

Governance Policy Committee Members

Policy and AP 413 - Discrimination, Harassment and Violence recommendations from the Governance Policy Committee were discussed, and are recommended to move to action on January 8, 2024 at the Business Meeting.

Consent Agenda

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

MOTION: Director Vento moved approval of the Consent 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.

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 Brooks facilitated the listening time held at 6 p.m. in the Boardroom at the Education Service Center. Three community members spoke in regards to:

- Fights at Plymouth Middle School
- Recent Violence at Cooper High School
- Violence in District Schools

Announcements (posted announcements can be found on our website)

Adjournment

MOTION: Director Vento moved to adjourn the Business meeting, 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. Meeting was adjourned.

Prepared and submitted by:

Molly Olson

Assistant Clerk, Robbinsdale Area Schools

Executive Assistant to the Superintendent and School Board

Signed: Greta Evans-Becker Date: 1/18/24

Greta Evans-Becker, School Board Clerk, ISD 281

Minutes of Work Session
The School Board of Robbinsdale Area Schools

***Reviewed January 8, 2024*

A Work Session of the School Board of Robbinsdale Area Schools (RAS) was held Monday, December 18, 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.

District 281 Youth Council

Student Introduction by: Anthony Williams, Executive Director of Community Education, Athletics and Activities and Nicole Plagge, Youth Development and Enrichment Coordinator

Three students from Cooper and one from Armstrong were introduced, and they spoke about the research topics they are working on including: student mental health, academic achievement and school safety and security. Discussion followed.

Legislative Action Coalition (LAC) Platform (draft)

Anthony Williams, Executive Director of Community Education, Athletics and Activities and Andrew Burns, LAC Chair
Mr. Williams and Mr. Burns presented the proposed LAC platform for 2024, and answered questions afterwards. It was recommended that the platform be brought to action at the January 8, 2024 Business Meeting.

Preliminary Budget Information for FY25

Marti Voight, Interim Superintendent and Virginia Verbrugge, Assistant Director of Finance

Interim Superintendent Voight and Ms. Verbrugge shared preliminary information in regard to the budgeting process for FY25. With the budget survey closing December 19, community budget meetings slated for mid-January and forecasting information from School Management Systems - it was determined that Executive Cabinet and district leaders bring forth recommendations based on the information gathered to the January 22, 2024 Work Session for further discussion before moving forward with the budgeting process.

Prepared and submitted by:

Molly Olson

Assistant Clerk, Robbinsdale Area Schools

Executive Assistant to the Superintendent and School Board

***Approved XXXX*

A Closed Session of the School Board of Robbinsdale Area Schools, ISD 281, was held Monday, December 18, 2023, beginning at 10:40 p.m. in the Superintendent's Office at the Robbinsdale Area Schools Education Service Center, 4148 Winnetka Avenue North, New Hope, Minnesota.

1. Call to Order and Roll Call

Chair Helen Bassett called the meeting to order at 10:40 p.m.

Directors present: Helen Bassett, ReNae Bowman, Sharon E. Brooks, Dr. Greta Evans-Becker, Kim Holmes, Caroline Long and John Vento

Directors absent: None

66

Other attendees: Marti Voight - Interim Superintendent, Amy O'Hern - Executive Director of Human Resources and Ukee Dozier from School Management Services LLC

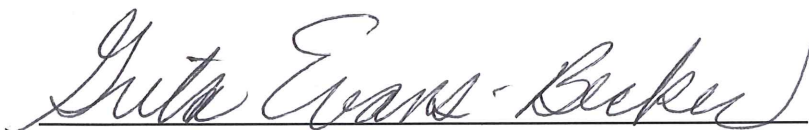
2. School Board

A. Closed Session pursuant of Minnesota Statute 13D.03, Labor Negotiations Strategy

Chair Helen Bassett announced that in accordance with Minnesota Statute 13D.03, the meeting is closed to the public for the purpose of labor negotiations strategy, keeping with District Administrative Policy 205, the proceedings were recorded.

3. Adjourn

Meeting adjourned at 12:08 a.m. on Tuesday, December 19, 2023



School Board Clerk, Independent School District 281

LICENSED STAFF - January 8, 2024				
NEW HIRE				
Name	Building	Title	Lane/Step	Effective Date
Crittenden, Shayla	CHS	English	BA/2	1/22/2024
Morse, Haley	FOE	Grade 2	MA/8	1/8/2023
RESIGNATION/RETIREMENT				
Name	Building	Title		Effective Date
Western, Sonja	FAIR	Math		1/19/2024
Wiersma, Kristen	FOE	Grade 2		12/22/2023

NON-LICENSED STAFF - January 8, 2024**NEW HIRE**

Name	Building	Title	Step/Lane	Effective Date
Bolanos, Pamela	NHLC	Special Education EA	CL3, Step 3	12/14/2023
Calabrese, Amanda	NPE	Clerical EA	CL2, Step 3	12/21/2023
Delano, William	NOE	Special Education EA	CL3, Step 3	12/18/2023
Granville, Maria	FOE	Special Education EA	CL3, Step 2	01/08/2024
Jackson, Cherrelle	CHS	Security EA	CL4, Step 3	12/21/2023
Kahle, Kristen	ENE	Service Employee	CU7, Step 1	12/13/2023
Kennedy, Marshay	ESC	Robbinsdale Equity Allies	LV1, Step 5	12/18/2023
Warmsley, Felisha	ZLE/PMS	Adventure Club EA	LV2, Step 3	01/08/2024

TERMINATION

Name	Building	Title	Effective Date
Reynolds, Kinisha	RMS	Special Education EA	12/18/2023
Robbins, Catherine	CHS	Health EA	12/22/2023

December 8, 2023



2400 Prior Avenue N.
St. Paul, MN 55113
651-639-0644
www.rsi-be.com

Ms. Beth Schmiesing
Robbinsdale Area Schools
ISD #281
4148 Winnetka Ave. N.
New Hope, MN 55427

**SUBJECT: RECOMMENDATION FOR AWARD
COOPER HIGH SCHOOL
2024 LTFM PARTIAL ROOF REPLACEMENT
RSI PROJECT # 24-9627-02**

Dear Ms. Schmiesing

On December 7, 2023, bids were received for the Cooper High School 2024 LTFM Partial Roof Replacement Project. On the attached tabulation of bids, Berwald Roofing is the apparent low bidder with a base bid of \$644,000. Berwald Roofing did however, only acknowledge one of two addendums on their Bid Form.

In review of the contractors bid with Mr. Steve Hegge of Berwald Roofing, Mr. Hegge indicated that they have included all items within the project documents, including addendum's one, and two in their bid, and that they will enter into agreement with Robbinsdale Area Schools for the Cooper High School 2024 LTFM partial Roof Replacement Project for their bid amount.

Based on the above, we would recommend award of the Cooper High School 2024 LTFM Partial Roof Replacement project to Berwald Roofing Company for a contract amount of \$644,000.

If you have any questions or require further information, please contact our office.

Regards,

RSI Building Envelope

A handwritten signature in blue ink, appearing to read 'Kurt Reed', is written over the typed name.

Kurt Reed
Senior Consultant

Robbinsdale Area Schools
Cooper High School 2024 LTFM
Partial Roof Replacement Project
Bid Tabulation

Contractor	Berwald Roofing	BL Dalsin Roofing	Central Roofing	JA Dalsin Roofing	Palmer West Construction
Base Bid	\$644,000.00	\$856,860.00	\$896,365.00	\$1,062,539.00	\$834,500.00
Addendums	1	1 & 2	1 & 2	1 & 2	2
Unit Pricing					
#1	\$2.00	\$6.97	\$4.00	\$7.00	\$4.00
#2	\$2.50	\$4.50	\$4.00	\$2.00	\$3.50
Bid Bond	Yes	Yes	Yes	Yes	Yes

Bid Opening
12/7/2023
2:00 PM

January 3, 2024

Ms. Alissa Pier
Robbinsdale Area Schools – ISD #281
4148 Winnetka Ave. North
Minneapolis, MN 55427

**RE: Fair School – Crystal Campus
Contract Award Letter**

Dear Ms. Pier:

This letter is concerning the contract awards for the above referenced project. Bids were received on December 14, 2023 and are summarized on the attached bid tabulation sheets. Listed below is the lowest responsible bidder and their base bid amount for purposes of contract award.

<u>Work Scope</u>	<u>Contractor, City, State</u>	<u>Bid Amount</u>
WS 25-A Integrated Controls	Hunt Electric Corporation Bloomington, MN	Base Bid: \$147,063.00 Total Contract \$147,063.00

The total amount of the base bids is **\$147,063.00**, which is within a reasonable variance from our cost estimates.

If you have any questions regarding this information, please do not hesitate to contact me at 612-718-6756.

Very truly yours,
KRAUS-ANDERSON® CONSTRUCTION COMPANY

Josh Carr

Josh Carr
Project Manager

December 20, 2023



2400 Prior Avenue N.
St. Paul, MN 55113
651-639-0644
www.rsi-be.com

Ms. Beth Schmiesing
Robbinsdale Area Schools
ISD #281
4148 Winnetka Ave. N.
New Hope, MN 55427

**SUBJECT: RECOMMENDATION FOR AWARD
ROBBINSDALE MIDDLE SCHOOL
2024 LTFM PARTIAL ROOF REPLACEMENT
RSI PROJECT # 24-7701-02**

Dear Ms. Schmiesing

On December 19, 2023, bids were received for the Robbinsdale Middle School 2024 LTFM Partial Roof Replacement Project. On the attached tabulation of bids, Berwald Roofing is the apparent low bidder with a base bid of \$258,800.

In review of the bid with Mr. Steve Hegge, the estimator for Berwald Roofing, Mr. Hegge indicated that they understand the scope of the project and that Berwald Roofing will enter into agreement with Robbinsdale Area Schools for their bid amount.

Based on the above, we would recommend award of the Robbinsdale Middle School 2024 LTFM Partial Roof Replacement project to Berwald Roofing Company for a contract amount of \$258,800.

If you have any questions or require further information, please contact our office.

Regards,

RSI Building Envelope

A handwritten signature in blue ink, appearing to read 'Kurt Reed', written over the printed name.

Kurt Reed
Senior Consultant

Robbinsdale Area Schools

Robbinsdale Middle School 2024 LTFM

Partial Roof Replacement Project

Bid Tabulation

Contractor	Berwald Roofing	BL Dalsin Roofing	Central Roofing	JA Dalsin Roofing	Palmer West Construction
Base Bid	\$258,800.00	\$325,944.00	\$332,950.00	\$535,331.00	No Bid
Addendums	1&2	1&2	1&2	1&2	
Unit Pricing					
#1	\$2.00	\$7.00	\$4.00	\$6.00	No Bid
#2	\$2.50	\$3.85	\$4.00	\$2.00	No Bid
Bid Bond	Yes	Yes	Yes	Yes	

Bid Opening
 12/19/2023
 2:00 PM

Announcements | January 8, 2024

No School - Dr. Martin Luther King Jr. Holiday

Monday, January 15, 2024

Financial Advisory Council (FAC)

Tuesday, January 16, 2024 beginning at 6:30 p.m.

Legislative Action Coalition (LAC)

Thursday, January 18, 2024 beginning at 5:00 p.m.

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



School Board of Robbinsdale Area Schools

Business Meeting – January 8, 2024

AGENDA SECTION: Adjournment

ITEM: 11. Adjournment of Business Meeting

COMMENTS BY: Newly-Elected School Board Chair

Recommended Action: Call the Business meeting to a close.

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

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

Abstentions: _____