

Business Meeting

Tuesday, January 21, 2025 7:30 PM

Fridley Community Center, 6085 7th Street NE, Fridley, MN 55432

A. Call to Order, Pledge of Allegiance	Presenter: Board Chair
B. Organization of the Board	Presenter: Board Chair
C. Approval of Agenda with Suggested Motions and Resolutions	Presenter: Board Chair
C.1. Suggested Motions and Resolutions	
D. Superintendent Update	
E. Business Action Items	
E.1. Motion: School Board Organization and Annual Authorizations for 2025	Presenter: Board Chair
E.2. RESOLUTION Accepting Gifts	Presenter: Board Chair
E.3. Motion: Approval of legislative changes to policies	
E.3.a. Policy 519 Interviews of Students by Outside Agencies	
E.3.b. Policy 701 Establishment and Adoption of School District Budget	
E.3.c. Policy 721 Uniform Guidance Policy Regarding Federal Revenue Sources	
F. Consent Agenda	Presenter: Board Chair
F.1. Minutes of the School Board Business Meeting Held on December 17, 2024	
F.2. Monthly Financial Reports	
F.3. New Contracts, Amendments, Leaves of Absence, Terminations, Resignations, and Retirements	
G. Important Future School Board Dates	Presenter: Board Chair
G.1. RLS PTO Meeting January 22, 2025 5:30 PM Stevenson Elementary School	
G.2. FHS Music Dept Fundraiser / Lip Sync Contest January 24, 2025 7:00 PM District Auditorium	
G.3. Incoming 5th Grade Parent Night January 29, 2025 5:00 PM Fridley Middle School	
G.4. Incoming 9th Grade Registration Night January 29, 2025 6:00 PM Fridley High School	
G.5. Hayes Books and Bingo January 30, 2025 5:00 PM Hayes Elementary School	
G.6. Black & Gold Gala January 30, 2025 5:30 PM Jax Cafe	

G.7. No School - Staff Development
January 31, 2025

G.8. Hayes Conferences
February 5, 2025 4:00 PM
Hayes Elementary School

G.9. Stevenson Conferences
February 5, 2025 4:00 PM
Stevenson Elementary School

G.10. Free Family Movie Night: "Inside Out 2"
February 7, 2025 7:00 PM
District Auditorium

G.11. FHS Snow Week
February 10-14, 2025
Fridley High School

G.12. African American Parent Involvement Day
February 10, 2025

G.13. Hayes and Stevenson Conferences
February 11, 2025 4:00 PM
Hayes and Stevenson Elementary Schools

G.14. 6th Grade Band and Choir Winter Concert
February 11, 2025 7:00 PM
Fridley Middle School Gym

G.15. Hayes and Stevenson Conferences
February 13, 2025 4:00 PM
Hayes and Stevenson Elementary Schools

G.16. Fridley Middle School History Day
February 13, 2025 5:30 PM
Fridley Middle School

G.17. ECFE Friendship Dance
February 15, 2025 4:00 PM
Fridley Community Center

G.18. No School - District Holiday
February 17, 2025

G.19. Fridley Public Schools Board Meeting
February 18, 2025
Work Session, 5:30 PM
Public Comment, 7:00 PM
Business Meeting, 7:30 PM
Fridley Community Center

H. **Adjournment**

Presenter: Board
Chair

School Board Organization

School Board Officers	2024	2025
Chair	Karnopp	
Vice-Chair	Auna	
Treasurer	Meisner	
Clerk	Keeler	
Director	Jones	
Director	Starck	

School Board Representatives	Meetings per Year	2024	2025
<p>AMSD (Association of Metropolitan School Districts)</p> <ul style="list-style-type: none"> The mission of AMSD is to advocate for state education policy that enables metropolitan school districts to improve student learning Membership includes representation by the Superintendent and one School Board Member from each school district on the AMSD Board of Directors 	Board of Directors - 10 monthly meetings	Karnopp Keeler - alternate	
Community Ed Advisory Council	5 meetings/year - Sept, Nov, Jan, Mar, May	Auna	
District Advisory Council (Special Education, Title, Indian Education)	4 meetings/year	Jones	
Fridley Schools Foundation	Trustee - 4 meetings/year	Karnopp Volunteers: Auna, Starck	(FSF bylaws state Board Chair or designee)
<p>MSBA (Minnesota School Boards Association) Legislative Representative</p> <ul style="list-style-type: none"> The mission of MSBA is to support, promote and enhance the work of public school boards and public education. The membership provides Minnesota school districts with services designed for School Board members and with 	<p>MSBA Legislative Committee - contact for MSBA to get information to the full board</p> <p>Serves as an MSBA legislative delegate. Delegate Convention 1.5</p>	Karnopp	

School Board Representatives	Meetings per Year	2024	2025
model policies.	days/year		
MSHSL (Minnesota State High School League) <ul style="list-style-type: none"> Local Advisory Committee 	No set meetings	Karnopp	
NE Metro 916 (Northeast Metro School District 916) <ul style="list-style-type: none"> NE Metro 916 is an intermediate school district offering specialized and shared programming that includes career and technical education, special education services, area learning centers and care and treatment. 	11 monthly meetings/year - Aug-June; plus approximately 4 work sessions/year as needed	Jones	
NWSISD (Northwest Suburban Integration School District) <ul style="list-style-type: none"> NWSISD is a Magnet Schools of Choice integration district with seven member districts. 	Joint Powers Board Meeting every other month from September through June	Meisner Auna - alternate	
SAFF (Schools Advocating for Fair Funding) <ul style="list-style-type: none"> Schools Advocating for Fair Funding (SAFF) is an association of Minnesota school districts from around the state working together to ensure all students receive a high-quality education no matter their zip code. 	5 meetings/year - Oct, Dec, Feb, Apr, May	<none>	

Annual School Board Authorizations

1. SCHOOL BOARD COMMUNICATION

1) Official Newspaper for 2025-26

a) Current and recommended designation is the Life News: Blaine/Spring Lake Park / Columbia Heights / Fridley edition

2. FINANCE AND BUSINESS

1) Official Depositories for 2025-26

a) Current and recommended depositories are: Associated Bank, PMA Financial, and Minnesota Trust

2) Approved attorney firms for legal services as needed

3) Authorization for the treasurer to pay contracted salaries of school personnel upon the order of the district chair and clerk

- 4) Authorization for the treasurer to pay all special payroll wages upon the order of the district chair and clerk
- 5) Authorization for the treasurer to invest any temporary surplus funds in treasury notes, treasury bills, certificates of deposit or other securities authorized by Minnesota statutes
- 6) Authorization for the Superintendent and Director of Finance and Operations to use facsimile signatures of district officials for checks and orders
- 7) Authorization for the Superintendent and Director of Finance and Operations to utilize electronic transfer of investments and payments
- 8) Authorization for the Superintendent and Director of Finance and Operations to lease, purchase, and contract for goods and services within the budget as approved by the School Board
- 9) School district organizational memberships for 2025-26

Tuesday, January 21, 2025
School Board Business Meeting
Motions

A. Call to Order, Pledge of Allegiance

B. Organization of the Board

Nominations & Voting for Chair Position

Motion to nominate <name> as Board Chair for 2025

Nominations & Voting for Vice Chair Position

Motion to nominate <name> as Vice Chair for 2025

Nominations & Voting for Treasurer Position

Motion to nominate <name> as Treasurer for 2025

Nominations & Voting for Clerk Position

Motion to nominate <name> as Clerk for 2025

C. Approval of Agenda with Suggested Motions and Resolutions

a. Suggested Motions and Resolutions

Suggested Motion: Motion by _____, seconded by _____ to approve the agenda for January 21, 2025.

D. Superintendent Report

E. Business Action Items

a. Motion: School Board Organization and Annual Authorizations for 2025

Suggested Motion: Motion by _____, seconded by _____ to approve the School Board Organization and Annual Authorizations for 2025.

b. RESOLUTION Accepting Gifts

WHEREAS, School Board Policy 706 establishes guidelines for the acceptance of gifts to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members;

THEREFORE, BE IT RESOLVED, that the School Board of Fridley Public Schools accepts with appreciation the following gifts received by the School District:

i. The following persons donated to **Hayes and Stevenson Elementary Schools:**

1. Fridley United Women of Faith - \$725 for each school to be used for students in need.

Suggested Motion: Motion by _____, seconded by _____ to accept the gifts and thank the donors for their contributions.

c. One Reading Needed and Adoption of Policies

- i. Policy 519 Interviews of Students by Outside Agencies
- ii. Policy 701 Establishment and Adoption of School District Budget

iii. Policy 721 Uniform Guidance Policy Regarding Federal Revenue Sources
Suggested Motion: Motion by _____, seconded by _____ to approve the reading and adoption of policies 519, 701, and 721.

F. Consent Agenda

Suggested Motion: Motion by _____, seconded by _____ to approve the consent agenda including minutes of the business meeting held on December 17; New Contracts, Amendments, Leaves of Absence, Resignations and Terminations; and Monthly Financial Reports

G. Important Future School Board Dates

- a. RLS PTO Meeting
January 22, 2025 5:30 PM
Stevenson Elementary School
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- r.** No School - District Holiday
February 17, 2025

- s.** Fridley Public Schools School Board Meeting
February 18, 2025
Fridley Community Center
5:30 PM Work Session
7:00 PM Public Comment
7:30 PM Business Meeting

H. Adjournment

Suggested Motion: Motion by _____, seconded by _____ to adjourn the meeting at _____.

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RESOLUTION Accepting Gifts

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519 Interviews of Students by Outside Agencies

I. Purpose

There are occasions in which persons other than school district officials and employees find it necessary to speak with a student during the school day. The school board values student safety and avoiding disruptions to the educational programs of the school district. The purpose of this policy is to establish the procedures for access to students by authorized individuals during the school day.

II. General Statement of Policy

- A. It shall be the general practice of the school district that students may not be interviewed during the school day by persons other than a student's parents, school district officials, employees and/or agents, except as otherwise provided by law and/or this policy.
- B. Requests from law enforcement officers and those other than a student's parents, school district officials, employees and/or agents to interview students shall be made through the principal's office. Upon receiving a request, it shall be the responsibility of the principal to determine whether the request will be granted. Prior to granting a request, the principal shall attempt to contact the student's parents to inform them of the request, except where otherwise prohibited by law.
- C. Occasionally the media may request to highlight a student. These requests shall be made to the department of communications who will review and grant or deny the request according to FERPA guidelines and parent permission through the district media release form.

III. Interviews Conducted Under the Maltreatment of Minors Act

- A. In the case of an investigation pursuant to the Reporting of Maltreatment of Minors Act, Minnesota Statutes Chapter 260E, a local welfare agency responsible for investigating the report, and a local law enforcement agency may interview, without parental consent, an alleged victim and any minors who currently reside with or who have resided with the alleged perpetrator. The interview may take place at school and during school hours. School district officials will work with the local welfare agency, responsible for investigating the report, or law enforcement agency to select a place appropriate for the interview. The interview may take place outside the presence of the perpetrator or parent, legal

custodian, guardian, or school district official.

- B. If the interview took place or is to take place on school district property, an order of the juvenile court pursuant to Minnesota Statutes Chapter 260E may specify that school district officials may not disclose to the parent, legal custodian, or guardian the contents of the notification of intent to interview the child on school district property and/or any other related information regarding the interview that may be a part of the child's record. The school district official must receive a copy of the order from the local welfare or law enforcement agency.

- C. When the local welfare agency, local law enforcement agency, or agency responsible for assessing or investigating a report of maltreatment determines that an interview should take place on school district property, school district officials must receive written notification of intent to interview the child on school district property prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school district property. Where the interviews are conducted by the local welfare agency, the notification must be signed by the chair of the local social services agency or the chair's designee. The notification is private educational data on the student. School district officials may not disclose to the parent, legal custodian or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded, unless a school employee or agent is alleged to have maltreated the child. Until school district officials receive said notification, all inquiries regarding the nature of the investigation or assessment should be directed to the local welfare, agency law enforcement agency or the agency responsible for assessing or investigating a report of maltreatment.

- D. School district officials shall have discretion to reasonably schedule the time, place, and manner of an interview by a local welfare or local law enforcement agency on school district premises. However, where the alleged perpetrator is believed to be a school district official or employee, the local welfare or local law enforcement agency will have discretion to determine where the interview will be held. The interview must be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school district officials and the local welfare or law enforcement agency. However, school district officials must yield to the discretion of the local welfare or law enforcement agency concerning other persons in attendance at the interview. School district officials will make every effort to reduce the disruption to the educational program of the child, other students, or school staff when an interview is conducted on school district premises.

- E. Students shall not be taken from school district property without the consent of the principal and without a proper warrant.

Legal References:

Minn. Stat. 13.32 (Educational Data)

Minn. Stat. Ch. 260E (Reporting of Maltreatment of Minors)

Cross References:

Policy 103 (Complaints-Students, Employees, Parents, Other Persons)

Policy 414 (Mandated Reporting of Child Neglect or physical or Sexual Abuse)

Policy 515 (Protection and Privacy of Pupil Records)

SCHOOL BOARD ACTION:

Adopted on June 18, 2002

Revised December 21, 2021

Revised March 15, 2022

Revised January 21, 2025



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701 ESTABLISHMENT AND ADOPTION OF SCHOOL DISTRICT BUDGET

I. PURPOSE

The purpose of this policy is to establish lines of authority and procedures for the establishment of the school district's revenue and expenditure budgets.

II. GENERAL STATEMENT OF POLICY

It is the policy of this school district to establish its revenue and expenditure budgets in accordance with the applicable provisions of law. Budget planning is an integral part of program planning so that the annual budget will effectively express and implement School Board goals and the priorities of the school district.

III. REQUIREMENTS

- A. The superintendent or such other school official as designated by the superintendent or the School Board shall each year prepare preliminary revenue and expenditure budgets for review by the School Board or its designated committee or committees. The preliminary budgets shall be accompanied by such written commentary as may be necessary for them to be clearly understood by the members of the School Board and the public. The School Board shall review the projected revenues and expenditures for the school district for the next fiscal year and make such adjustments in the expenditure budget as necessary to carry out the education program within the revenues projected.
- B. The school district must maintain separate accounts to identify revenues and expenditures for each building. Expenditures shall be reported in compliance with Minnesota Statutes section 123B.76.
- C. Prior to July 1 of each year, the School Board shall approve and adopt its initial revenue and expenditure budgets for the next school year. The adopted expenditure budget document shall be considered the School Board's expenditure authorization for that school year. No funds may be expended for any purpose in any school year prior to the adoption of the budget document which authorizes that expenditure for that year, or prior to the adoption of an amendment to that budget document by the School Board to authorize that expenditure for that year.
- D. Each year, the school district shall publish its adopted revenue and expenditure budgets for the current year, the actual revenues, expenditures, and fund balances for the prior year, and the projected fund balances for the current year in the form prescribed by the **Minnesota** Commissioner of Education within one week of the acceptance of the final audit by the School Board, or November 30, whichever is earlier. A statement shall be included in the publication that the complete budget in detail may be inspected by any resident of the school district upon

request to the superintendent. These budgets, reports of revenue, expenditures, and fund balances must be published in a newspaper of general circulation in the school district. At the same time as this publication, the school district shall publish the other information required by Minnesota Statutes section 123B.10.

- E. At the public hearing on the adoption of the school district's proposed property tax levy, the School Board shall review its current budget and the proposed property taxes payable in the following calendar year.
- F. The school district must also post the materials specified above on the school district's official website, including a link to the school district's school report card on the Minnesota Department of Education's website, and publish a summary of information and the address of the school district's website where the information can be found in a qualified newspaper of general circulation in the district.
- G. The school district must also include the budget information specified above in the materials provided as part of its truth-in-taxation hearing.

IV. IMPLEMENTATION

- A. The School Board places the responsibility for administering the adopted budget with the superintendent. The superintendent may delegate duties related thereto to other school officials, but the superintendent maintains the ultimate responsibility for this function.
- B. The program-oriented budgeting system will be supported by a program-oriented accounting structure organized and operated on a fund basis as provided for in Minnesota statutes through the Uniform Financial Accounting and Reporting Standards for Minnesota School Districts (UFARS).
- C. The superintendent or the superintendent's designee is authorized to make payments of claims or salaries authorized by the adopted or amended budget prior to School Board approval.
- D. Supplies and capital equipment can be ordered prior to budget adoption only by authority of the School Board. If additional personnel are provided in the proposed budget, actual hiring may not occur until the budget is adopted unless otherwise approved by the School Board. Other funds to be expended in a subsequent school year may not be encumbered prior to budget adoption unless specifically approved by the School Board.
- E. The school district shall make such reports to the **Minnesota** Commissioner **of Education** as required relating to initial allocations of revenue, reallocations of revenue and expenditures of funds.

Legal References:

Minn. Stat. § 123B.76 (Expenditures; Reporting)

Minn. Stat. § 123B.77 (Accounting, Budgeting and Reporting Requirements)

Minn. Stat. § 123B.10 (Publication of Financial Information)

Cross References:

MSBA/MASA Model Policy 701.1 (Modification of School District Budget)

MSBA/MASA Model Policy 702 (Accounting)

School Board Action:

Adopted as Policy 10.101 Budget April 18, 1978

Revised as Policy 701 Establishment and Adoption of School District Budget March 20, 2007

Revised July 15, 2008

Revised August 22, 2012

Revised January 17, 2023

Revised January 21, 2025



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721 Uniform Grant Guidance Policy Regarding Federal Revenue Sources

I. PURPOSE

The purpose of this policy is to ensure compliance with the requirements of the federal Uniform Grant Guidance regulations by establishing uniform administrative requirements, cost principles, and audit requirements for federal grant awards received by the school district.

II. DEFINITIONS

- A. "Compensation for personal services" includes all remuneration, paid currently or accrued, for services of employees rendered during the period of performance under the federal award, including, but not necessarily limited to, wages and salaries. Compensation for personal services may also include fringe benefits which are addressed in 2 Code of Federal Regulations section 200.431 (Compensation - Fringe Benefits).
- B. "Contract" means a legal instrument by which a non-federal entity purchases property or services needed to carry out the project or program under a federal award. The term, as used in 2 Code of Federal Regulations Part 200, does not include a legal instrument, even if the non-federal entity considers it a contract, when the substance of the transaction meets the definition of a federal award or subaward.
- C. "Direct costs" are those costs that can be identified specifically with a particular final cost objective, such as a federal award, or other internally or externally funded activity, or that can be directly assigned to such activities relatively easily with a high degree of accuracy.
- D. "Equipment" means tangible personal property (including information technology systems) having a useful life of more than one year and a per-unit acquisition cost which exceeds the lesser of the capitalization level established by the non-federal entity for financial statement purposes, or \$5,000.
- E. "Federal award" has the meaning, depending on the context, in either paragraph 1. or 2. of this definition:
 - 1. The federal financial assistance that a non-federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 CODE OF FEDERAL REGULATIONS SECTION 200.101 (Applicability); or

The cost-reimbursement contract under the federal Acquisition Regulations that a non-federal entity receives directly from a federal awarding agency or indirectly from a pass-through entity, as described in 2 Code of Federal Regulations section 200.101 (Applicability).

2. The instrument setting forth the terms and conditions. The instrument is the grant agreement, cooperative agreement, other agreement for assistance covered in paragraph (b) of 2 Code of Federal Regulations section 200.40 (Federal Financial Assistance), or the cost-reimbursement contract awarded under the federal Acquisition Regulations.
3. "Federal award" does not include other contracts that a federal agency uses to buy goods or services from a contractor or a contract to operate federal-government-owned, contractor-operated facilities.

F. Grants

1. "State-administered grants" are those grants that pass through a state agency such as the Minnesota Department of Education (MDE).
2. "Direct grants" are those grants that do not pass through another agency such as MDE and are awarded directly by the federal awarding agency to the grantee organization. These grants are usually discretionary grants that are awarded by the U.S. Department of Education (DOE) or by another federal awarding agency.

G. "Non-federal entity" means a state, local government, Indian tribe, institution of higher education, or nonprofit organization that carries out a federal award as a recipient or subrecipient.

H. "Post-retirement health plans" refer to costs of health insurance or health services not included in a pension plan covered by 2 Code of Federal Regulations section 200.431(g) for retirees and their spouses, dependents, and survivors.

I. Procurement Methods

1. "Procurement by micro-purchase" is the acquisition of supplies or services, the aggregate dollar amount of which does not exceed the micro-purchase threshold (generally \$10,000, except as otherwise discussed in 48 Code of Federal Regulations Subpart 2.1 or as periodically adjusted for inflation).
2. "Procurement by small purchase procedures" are those relatively simple and informal procurement methods for securing services, supplies, or other property that do not cost more than **\$250,000** (periodically adjusted for inflation).
3. "Procurement by sealed bids (formal advertising)" is a publicly solicited and a firm, fixed-price contract (lump sum or unit price) awarded to the responsible bidder whose bid, conforming to all the material terms and conditions of the invitation for bids, is the lowest in price.
4. "Procurement by competitive proposals" is normally conducted with more than one source submitting an offer, and either a fixed-price or cost-reimbursement type contract is awarded. Competitive proposals are generally used when conditions are not

appropriate for the use of sealed bids.

5. "Procurement by noncompetitive proposals" is procurement through solicitation of a proposal from only one source.
- J. "Relocation costs" are costs incident to the permanent change of duty assignment (for an indefinite period or for a stated period not less than 12 months) of an existing employee or upon recruitment of a new employee.
- K. "Severance pay" is a payment in addition to regular salaries and wages by the non-federal entities to workers whose employment is being terminated.
- L. "Travel costs" are the expenses for transportation, lodging, subsistence, and related items incurred by employees who are in travel status on official business of the school district.

III. CONFLICT OF INTEREST

- A. Employee Conflict of Interest. No employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a federal award if he or she has a real or apparent conflict of interest. Such a conflict of interest would arise when the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract. The employees, officers, and agents of the school district may neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, the school district may set standards for situations in which the financial interest is not substantial or the gift is an unsolicited item of nominal value. The standards of conduct must provide for disciplinary actions to be applied for violations of such standards by employees, officers, or agents of the school district.
- B. Organizational Conflicts of Interest. The school district is unable or appears to be unable to be impartial in conducting a procurement action involving the related organization because of relationships with a parent company, affiliate, or subsidiary organization.
- C. Disclosing Conflicts of Interest. The school district must disclose in writing any potential conflict of interest to MDE in accordance with applicable federal awarding agency policy.

IV. ACCEPTABLE METHODS OF PROCUREMENT

- A. General Procurement Standards. The school district must use its own documented procurement procedures which reflect applicable state laws, provided that the procurements conform to the applicable federal law and the standards identified in the Uniform Grant Guidance.

- B. The school district must maintain oversight to ensure that contractors perform in accordance with the terms, conditions, and specifications of their contracts or purchase orders.
- C. The school district's procedures must avoid acquisition of unnecessary or duplicative items. Consideration should be given to consolidating or breaking out procurements to obtain a more economical purchase. Where appropriate, an analysis will be made of lease versus purchase alternatives and any other appropriate analysis to determine the most economical approach.
- D. The school district must award contracts only to responsible contractors possessing the ability to perform successfully under the terms and conditions of a proposed procurement. Consideration will be given to such matters as contractor integrity, compliance with public policy, record of past performance, and financial and technical resources.
- E. The school district must maintain records sufficient to detail the history of procurement. These records will include, but are not necessarily limited to, the following: rationale for the method of procurement; selection of the contract type; contractor selection or rejection; and the basis for the contract price.
- F. The school district alone must be responsible, in accordance with good administrative practice and sound business judgment, for the settlement of all contractual and administrative issues arising out of procurements. These issues include, but are not limited to, source evaluation, protests, disputes, and claims. These standards do not relieve the school district of any contractual responsibilities under its contracts.
- G. The school district must take all necessary affirmative steps to assure that minority businesses, women's business enterprises, and labor surplus area firms are **used when possible**.
- H. Methods of Procurement. The school district must use one of the following methods of procurement:
 - 1. Procurement by micro-purchases. To the extent practicable, the school district must distribute micro-purchases equitably among qualified suppliers. Micro-purchases may be awarded without soliciting competitive quotations if the school district considers the price to be reasonable.
 - 2. Procurement by small purchase procedures. If small purchase procedures are used, price or rate quotations must be obtained from an adequate number of qualified sources.
 - 3. Procurement by sealed bids (formal advertising).
 - 4. Procurement by competitive proposals. If this method is used, the following requirements apply:
 - a. Requests for proposals must be publicized and identify all evaluation factors and their relative importance. Any response to publicized requests for proposals must be considered to the maximum extent practical;
 - b. Proposals must be solicited from an adequate number of qualified sources;

- c. The school district must have a written method for conducting technical evaluations of the proposals received and for selecting recipients;
 - d. Contracts must be awarded to the responsible firm whose proposal is most advantageous to the program, with price and other factors considered; and
 - e. The school district may use competitive proposal procedures for qualifications-based procurement of architectural/engineering (A/E) professional services whereby competitors' qualifications are evaluated and the most qualified competitor is selected, subject to negotiation of fair and reasonable compensation. The method where price is not used as a selection factor can only be used in procurement of A/E professional services; it cannot be used to purchase other types of services, though A/E firms are a potential source to perform the proposed effort.
5. Procurement by noncompetitive proposals. Procurement by noncompetitive proposals may be used only when one or more of the following circumstances apply:
- a. The item is available only from a single source;
 - b. The public exigency or emergency for the requirement will not permit a delay resulting from competitive solicitation;
 - c. The DOE or MDE expressly authorizes noncompetitive proposals in response to a written request from the school district; or
 - d. After solicitation of a number of sources, competition is determined inadequate.
- I. Competition. The school district must have written procedures for procurement transactions. These procedures must ensure that all solicitations:
- 1. Incorporate a clear and accurate description of the technical requirements for the material, product, or service to be procured. Such description must not, in competitive procurements, contain features which unduly restrict competition. The description may include a statement of the qualitative nature of the material, product, or service to be procured and, when necessary, must set forth those minimum essential characteristics and standards to which it must conform if it is to satisfy its intended use. Detailed product specifications should be avoided if at all possible. When making a clear and accurate description of the technical requirements is impractical or uneconomical, a "brand name or equivalent" description may be used as a means to define the performance or other salient requirements of procurement. The specific features of the named brand which must be met by offers must be clearly stated; and
 - 2. Identify all requirements which the offerors must fulfill and all other factors to be used in evaluating bids or proposals.
- J. The school district must ensure that all prequalified lists of persons, firms, or products which are used in acquiring goods and services are current and include enough qualified sources to ensure maximum open and free competition. Also, the school district must not preclude potential bidders from qualifying

during the solicitation period.

- K. Non-federal entities are prohibited from contracting with or making subawards under “covered transactions” to parties that are suspended or debarred or whose principals are suspended or debarred. “Covered transactions” include procurement contracts for goods and services awarded under a grant or cooperative agreement that are expected to equal or exceed \$25,000.
- L. All nonprocurement transactions entered into by a recipient (i.e., subawards to subrecipients), irrespective of award amount, are considered covered transactions, unless they are exempt as provided in 2 Code of Federal Regulations section 180.215.

V. MANAGING EQUIPMENT AND SAFEGUARDING ASSETS

- A. Property Standards. The school district must, at a minimum, provide the equivalent insurance coverage for real property and equipment acquired or improved with federal funds as provided to property owned by the non-federal entity. Federally owned property need not be insured unless required by the terms and conditions of the federal award.

The school district must adhere to the requirements concerning real property, equipment, supplies, and intangible property set forth in 2 Code of Federal Regulations section§ 200.311, 200.314, and 200.315.

B. Equipment

Management requirements. Procedures for managing equipment (including replacement equipment), whether acquired in whole or in part under a federal award, until disposition takes place will, at a minimum, meet the following requirements:

1. Property records must be maintained that include a description of the property; a serial number or other identification number; the source of the funding for the property (including the federal award identification number (FAIN)); who holds title; the acquisition date; the cost of the property; the percentage of the federal participation in the project costs for the federal award under which the property was acquired; the location, use, and condition of the property; and any ultimate disposition data, including the date of disposition and sale price of the property.
2. A physical inventory of the property must be taken and the results reconciled with the property records at least once every two years.
3. A control system must be developed to ensure adequate safeguards to prevent loss, damage, or theft of the property. Any loss, damage, or theft must be investigated.
4. Adequate maintenance procedures must be developed to keep property in good condition.

- C. If the school district is authorized or required to sell the property, proper sales procedures must be established to ensure the highest possible return.

VI. FINANCIAL MANAGEMENT REQUIREMENTS

- A. Financial Management. The school district’s financial management systems, including records documenting compliance with federal statues, regulations, and the terms and conditions of the federal

award, must be sufficient to permit the preparation of reports required by general and program-specific terms and conditions; and the tracing of funds to a level of expenditures adequate to establish that such funds have been used according to the federal statutes, regulations, and the terms and conditions of the federal award.

- B. Payment. The school district must be paid in advance, provided it maintains or demonstrates the willingness to maintain both written procedures that minimize the time elapsing between the transfer of funds and disbursement between the school district and the financial management systems that meet the standards for fund control.

Advance payments to a school district must be limited to the minimum amounts needed and timed to be in accordance with the actual, immediate cash requirements of the school district in carrying out the purpose of the approved program or project. The timing and amount of advance payments must be as close as is administratively feasible to the actual disbursements by the non-federal entity for direct program or project costs and the proportionate share of any allowable indirect costs. The school district must make timely payment to contractors in accordance with the contract provisions.

- C. Internal Controls. The school district must establish and maintain effective internal control over the federal award that provides reasonable assurance that the school district is managing the federal award in compliance with federal statutes, regulations, and the terms and conditions of the federal award. These internal controls should be in compliance with guidance in “Standards for Internal Control in the Federal Government” issued by the Comptroller General of the United States, or the “Internal Control Integrated Framework,” issued by the Committee of Sponsoring Organizations of the Treadway Commission (COSO).

The school district must comply with federal statutes, regulations, and the terms and conditions of the federal award.

The school district must **also** evaluate and monitor the school district’s compliance with statutes, regulations, and the terms and conditions of the federal award.

The school district must **also** take prompt action when instances of noncompliance are identified, including noncompliance identified in audit findings.

The school district must take reasonable measures to safeguard protected personally identifiable information considered sensitive consistent with applicable federal and state laws regarding privacy and obligations of confidentiality.

VII. ALLOWABLE USE OF FUNDS AND COST PRINCIPLES

- A. Allowable Use of Funds. The school district administration and board will enforce appropriate procedures and penalties for program, compliance, and accounting staff responsible for the allocation of federal grant costs based on their allowability and their conformity with federal cost principles to determine the allowability of costs.

- B. Definitions

1. "Allowable cost" means a cost that complies with all legal requirements that apply to a particular federal education program, including statutes, regulations, guidance, applications, and approved grant awards.
2. "Education Department General Administrative Regulations (EDGAR)" means a compilation of regulations that apply to federal education programs. These regulations contain important rules governing the administration of federal education programs and include rules affecting the allowable use of federal funds (including rules regarding allowable costs, the period of availability of federal awards, documentation requirements, and grants management requirements). EDGAR can be accessed at:
<http://www2.ed.gov/policy/fund/reg/edgarReg/edgar.html>.
3. "Omni Circular" or "2 Code of Federal Regulations Part 200s" or "Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards" means federal cost principles that provide standards for determining whether costs may be charged to federal grants.
4. "Advance payment" means a payment that a federal awarding agency or passthrough entity makes by any appropriate payment mechanism, including a predetermined payment schedule, before the non-federal entity disburses the funds for program purposes.

C. Allowable Costs. The following items are costs that may be allowable under the 2 Code of Federal Regulations Part 200s under specific conditions:

1. Advisory councils;
2. Audit costs and related services;
3. Bonding costs;
4. Communication costs;
5. Compensation for personal services;
6. Depreciation and use allowances;
7. Employee morale, health, and welfare costs;
8. Equipment and other capital expenditures;
9. Gains and losses on disposition of depreciable property and other capital assets and substantial relocation of federal programs;
10. Insurance and indemnification;
11. Maintenance, operations, and repairs;
12. Materials and supplies costs;
13. Meetings and conferences;
14. Memberships, subscriptions, and professional activity costs;
15. Security costs;
16. Professional service costs;
17. Proposal costs;
18. Publication and printing costs;
19. Rearrangement and alteration costs;
20. Rental costs of building and equipment;
21. Training costs; and

22. Travel costs.

- D. Costs Forbidden by Federal Law. 2 CFR Part 200s and EDGAR identify certain costs that may never be paid with federal funds. The following list provides examples of such costs. If a cost is on this list, it may not be supported with federal funds. The fact that a cost is not on this list does not mean it is necessarily permissible. Other important restrictions apply to federal funds, such as those items detailed in the 2 CFR Part 200s; thus, the following list is not exhaustive:
1. Advertising and public relations costs (with limited exceptions), including promotional items and memorabilia, models, gifts, and souvenirs;
 2. Alcoholic beverages;
 3. Bad debts;
 4. Contingency provisions (with limited exceptions);
 5. Fundraising and investment management costs (with limited exceptions);
 6. Donations;
 7. Contributions;
 8. Entertainment (amusement, diversion, and social activities and any associated costs);
 9. Fines and penalties;
 10. General government expenses (with limited exceptions pertaining to Indian tribal governments and Councils of Government (COGs));
 11. Goods or services for personal use;
 12. Interest, except interest specifically stated in 2 Code of Federal Regulations section 200.441 as allowable;
 13. Religious use;
 14. The acquisition of real property (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs);
 15. Construction (unless specifically permitted by programmatic statute or regulations, which is very rare in federal education programs); and
 16. Tuition charged or fees collected from students applied toward meeting matching, cost sharing, or maintenance of effort requirements of a program.
- E. Program Allowability
1. Any cost paid with federal education funds must be permissible under the federal program that would support the cost.
 2. Many federal education programs detail specific required and/or allowable uses of funds for that program. Issues such as eligibility, program beneficiaries, caps or restrictions on certain types of program expenses, other program expenses, and other program specific requirements must be considered when performing the programmatic analysis.
 3. The two largest federal K-12 programs, Title I, Part A, and the Individuals with Disabilities Education Act (IDEA), do not contain a use of funds section delineating the allowable uses of funds under those programs. In those cases, costs must be consistent with the purposes of the program in order to be allowable.
- F. Federal Cost Principles

1. The Omni Circular defines the parameters for the permissible uses of federal funds. While many requirements are contained in the Omni Circular, it includes five core principles that serve as an important guide for effective grant management. These core principles require all costs to be:
 - a. Necessary for the proper and efficient performance or administration of the program.
 - b. Reasonable. An outside observer should clearly understand why a decision to spend money on a specific cost made sense in light of the cost, needs, and requirements of the program.
 - c. Allocable to the federal program that paid for the cost. A program must benefit in proportion to the amount charged to the federal program – for example, if a teacher is paid 50% with Title I funds, the teacher must work with the Title I program/students at least 50% of the time. Recipients also need to be able to track items or services purchased with federal funds so they can prove they were used for federal program purposes.
 - d. Authorized under state and local rules. All actions carried out with federal funds must be authorized and not prohibited by state and local laws and policies.
 - e. Adequately documented. A recipient must maintain proper documentation so as to provide evidence to monitors, auditors, or other oversight entities of how the funds were spent over the lifecycle of the grant.

G. Program Specific Fiscal Rules. The Omni Circular also contains specific rules on selected items of costs. Costs must comply with these rules in order to be paid with federal funds.

1. All federal education programs have certain program specific fiscal rules that apply. Determining which rules apply depends on the program; however, rules such as supplement, not supplant, maintenance of effort, comparability, caps on certain uses of funds, etc., have an important impact when analyzing whether a particular cost is permissible.
2. Many state-administered programs require local education agencies (LEAs) to use federal program funds to supplement the amount of state, local, and, in some cases, other federal funds they spend on education costs and not to supplant (or replace) those funds. Generally, the “supplement, not supplant” provision means that federal funds must be used to supplement the level of funds from non-federal sources by providing additional services, staff, programs, or materials. In other words, federal funds normally cannot be used to pay for things that would otherwise be paid for with state or local funds (and, in some cases, with other federal funds).
3. Auditors generally presume supplanting has occurred in three situations:
 - a. School district uses federal funds to provide services that the school district is required to make available under other federal, state, or local laws.
 - b. School district uses federal funds to provide services that the school district provided with state or local funds in the prior year.
 - c. School district uses Title I, Part A, or Migrant Education Program funds to provide the same services to Title I or Migrant students that the school district provides with state or local funds to nonparticipating students.
4. These presumptions apply differently in different federal programs and also in schoolwide program schools. Staff should be familiar with the supplement not supplant provisions

applicable to their program.

H. Approved Plans, Budgets, and Special Conditions

1. As required by the Omni Circular, all costs must be consistent with approved program plans and budgets.
2. Costs must also be consistent with all terms and conditions of federal awards, including any special conditions imposed on the school district's grants.

I. Training

1. The school district will provide training on the allowable use of federal funds to all staff involved in federal programs.
2. The school district will promote coordination between all staff involved in federal programs through activities, such as routine staff meetings and training sessions.

J. Employee Sanctions. Any school district employee who violates this policy will be subject to discipline, as appropriate, up to and including the termination of employment.

VIII. COMPENSATION – PERSONAL SERVICES EXPENSES AND REPORTING

A. Compensation – Personal Services

Costs of compensation are allowable to the extent that they satisfy the specific requirements of the Uniform Grant Guidance and that the total compensation for individual employees:

1. Is reasonable for the services rendered and conforms to the established written policy of the school district consistently applied to both federal and non-federal activities; and
2. Follows an appointment made in accordance with a school district's written policies and meets the requirements of federal statute, where applicable.

Unless an arrangement is specifically authorized by a federal awarding agency, a school district must follow its written non-federal, entity wide policies and practices concerning the permissible extent of professional services that can be provided outside the school district for non-organizational compensation.

B. Compensation – Fringe Benefits

1. During leave

The costs of fringe benefits in the form of regular compensation paid to employees during periods of authorized absences from the job, such as for annual leave, family-related leave, sick leave, holidays, court leave, military leave, administrative leave, and other similar benefits, are allowable if all of the following criteria are met:

- a. They are provided under established written leave policies;
- b. The costs are equitably allocated to all related activities, including federal awards; and

- c. The accounting basis (cash or accrual) selected for costing each type of leave is consistently followed by the school district.
 2. The costs of fringe benefits in the form of employer contributions or expenses for social security; employee life, health, unemployment, and worker's compensation insurance (except as indicated in 2 Code of Federal Regulations section 200.447(d)); pension plan costs; and other similar benefits are allowable, provided such benefits are granted under established written policies. Such benefits must be allocated to federal awards and all other activities in a manner consistent with the pattern of benefits attributable to the individuals or group(s) of employees whose salaries and wages are chargeable to such federal awards and other activities and charged as direct or indirect costs in accordance with the school district's accounting practices.
 3. Actual claims paid to or on behalf of employees or former employees for workers' compensation, unemployment compensation, severance pay, and similar employee benefits (e.g., post-retirement health benefits) are allowable in the year of payment provided that the school district follows a consistent costing policy.
 4. Pension plan costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with the written policies of the school district.
 5. Post-retirement costs may be computed using a pay-as-you-go method or an acceptable actuarial cost method in accordance with established written policies of the school district.
 6. Costs of severance pay are allowable only to the extent that, in each case, severance pay is required by law; employer-employee agreement; established policy that constitutes, in effect, an implied agreement on the school district's part; or circumstances of the particular employment.
- C. Insurance and Indemnification. Types and extent and cost of coverage are in accordance with the school district's policy and sound business practice.
- D. Recruiting Costs. Short-term, travel visa costs (as opposed to longer-term, immigration visas) may be directly charged to a federal award, so long as they are:
 1. Critical and necessary for the conduct of the project;
 2. Allowable under the cost principles set forth in the Uniform Grant Guidance;
 3. Consistent with the school district's cost accounting practices and school district policy; and
 4. Meeting the definition of "direct cost" in the applicable cost principles of the Uniform Grant Guidance.
- E. Relocation Costs of Employees. Relocation costs are allowable, subject to the limitations described below, provided that reimbursement to the employee is in accordance with the school district's reimbursement policy.
- F. Travel Costs. Travel costs may be charged on an actual cost basis, on a per diem or mileage basis in lieu of actual costs incurred, or on a combination of the two, provided the method used is applied to an entire trip and not to selected days of the trip, and results in charges consistent with those normally

allowed in like circumstances in the school district's non-federally funded activities and in accordance with the school district's reimbursement policies.

Costs incurred by employees and officers for travel, including costs of lodging, other subsistence, and incidental expenses, must be considered reasonable and otherwise allowable only to the extent such costs do not exceed charges normally allowed by the school district in its regular operations according to the school district's written reimbursement and/or travel policies.

In addition, when costs are charged directly to the federal award, documentation must justify the following:

1. Participation of the individual is necessary to the federal award; and
2. The costs are reasonable and consistent with the school district's established travel policy.

Temporary dependent care costs above and beyond regular dependent care that directly results from travel to conferences is allowable provided the costs are:

1. A direct result of the individual's travel for the federal award;
2. Consistent with the school district's documented travel policy for all school district travel; and
3. Only temporary during the travel period.

Legal References:

- 2 C.F.R. § 200.1 (Definitions; Capital Assets)
- 2 C.F.R. § 200.112 (Conflict of Interest)
- 2 C.F.R. § 200.113 (Mandatory Disclosures)
- 2 C.F.R. § 200.205(d) (Federal Awarding Agency Review of Risk Posed by Applicants)
- 2 C.F.R. § 200.214 (Suspension and Debarment)
- 2 C.F.R. § 200.300(b) (Statutory and National Policy Requirements)
- 2 C.F.R. § 200.302 (Financial Management)
- 2 C.F.R. § 200.303 (Internal Controls)
- 2 C.F.R. § 200.305(b)(1) (Federal Payment)
- 2 C.F.R. § 200.310 (Insurance Coverage)
- 2 C.F.R. § 200.311 (Federally-owned and Exempt Property)
- 2 C.F.R. § 200.313(d) (Equipment)
- 2 C.F.R. § 200.314 (Supplies)
- 2 C.F.R. § 200.315 (Intangible Property)
- 2 C.F.R. § 200.318 (General Procurement Standards)
- 2 C.F.R. § 200.319(c) (Competition)
- 2 C.F.R. § 200.320 (Methods of Procurement to be Followed)
- 2 C.F.R. § 200.321 (Contracting with Small and Minority Businesses, Women's Business Enterprises, and Labor Surplus Area Firms)
- 2 C.F.R. § 200.328 (Financial Reporting)

- 2 C.F.R. § 200.339
- 2 C.F.R. § 200.403(c) (Factors Affecting Allowability of Costs)
- 2 C.F.R. § 200.430 (Compensation – Personal Services)
- 2 C.F.R. § 200.431 (Compensation – Fringe Benefits)
- 2 C.F.R. § 200.447 (Insurance and Indemnification)
- 2 C.F.R. § 200.463 (Recruiting Costs)
- 2 C.F.R. § 200.464 (Relocation Costs of Employees)
- 2 C.F.R. § 200.474 (Transportation Costs)
- 2 C.F.R. § 200.475 (Travel Costs)

Cross References:

- MSBA/MASA Model Policy 208 (Development, Adoption, and Implementation of Policies)
- MSBA/MASA Model Policy 210 (Conflict of Interest – School Board Members)
- MSBA/MASA Model Policy 210.1 (Conflict of Interest – Charter School Board Members)
- MSBA/MASA Model Policy 412 (Expense Reimbursement)
- MSBA/MASA Model Policy 701 (Establishment and Adoption of School District Budget)
- MSBA/MASA Model Policy 701.1 (Modification of School District Budget)
- MSBA/MASA Model Policy 702 (Accounting)
- MSBA/MASA Model Policy 703 (Annual Audit)

School Board Action:

- Adopted as policy 721 October 15, 2019
- Revised April 28, 2021
- Revised January 21, 2025

Minutes
School Board Business Meeting
Fridley Independent School District 14
December 17, 2024

Call to Order, Pledge of Allegiance

Board Chair Karnopp called the Business Meeting of the Fridley School Board to order at 7:30 PM on Tuesday, December 17, 2024, at the Fridley Community Center. The following Board members were present in the room: Nikki Auna, Sara Jones, Jake Karnopp, Ross Meisner, Avonna Starck, Student representative Aiyanna Shobe and Student representative: Deqa Ahmed. Absent: Erik Keeler

Approval of the Agenda with Suggested Motions and Resolutions

Motion by Jones, seconded by Auna, to approve the agenda for December 17, 2024. Upon vote being taken, all voted in favor, none against, none abstained. Motion carried 5-0.

Superintendent and Staff Reports

A. Superintendent Report

Superintendent Lewis introduced the Principal team to discuss the Fridley cell phone procedures in each building in the district. School Board Members Jones and Meisner were recognized for the completion of the MSBA Leadership Workshop Series - Phases I, II, III, IV. Superintendent Lewis reviewed the STRIVE Field Trip to Anoka Technical College and Anoka Ramsey Community College. Superintendent Lewis & Community Ed Director, Stephen Keeler presented on the annual Fridley Lions Holiday Luncheon.

Business Action Items

A. Motion: Approval of the Audit Results

Motion by Meisner, seconded by Auna to approve the audit results for 2023-2024. Upon the vote being taken all voted in favor, none against, none abstained. Motion carried 5-0.

B. Motion: Approval of the Tax Levy Final Certification of Pay 25 Levy

Motion by Meisner, seconded by Auna to approve the tax levy final certification of Pay 25 Levy. Upon the vote being taken all voted in favor, none against, none abstained. Motion carried 5-0.

C. RESOLUTION Accepting Gifts

WHEREAS, School Board Policy 706 establishes guidelines for the acceptance of gifts to the District; and

WHEREAS, Minnesota Statute 465.03 states the School Board may accept a gift, grant, or devise of real or personal property only by the adoption of a resolution approved by two-thirds of its members;

THEREFORE, BE IT RESOLVED, that the School Board of Fridley Public Schools accepts with appreciation the following gifts received by the School District:

1. The following persons donated to **Fridley Community Education**:
 - a. Fridley Education Association - \$334 for popcorn at free family movie nights

Motion by Starck, seconded by Jones, to accept the gifts and thank the donors for their contributions. Upon roll call vote being taken all voted in favor, none against, none abstained. Motion carried 5-0.

D. RESOLUTION to approve the contract with the Center for Effective School Operations and Notice of Termination.

Motion by Meisner, seconded by Jones to approve the contract with the Center for Effective School Operations and Notice of Termination. Upon the vote being taken all voted in favor, none against, none abstained. Motion carried 5-0.

E. Consent Agenda

Motion by Meisner, seconded by Auna to approve the consent agenda including minutes of the business meeting held on November 17, 2024; Financial Reports; New Contracts, Amendments, Leaves of Absence, Resignations and Terminations; and American Indian Education Aid Application and Program Plan. Upon vote being taken all voted in favor, none against, none abstained. Motion carried 5-0.

Important Future Board Dates

- A. IB Diploma Celebration & Silver Platter Breakfast
December 18, 2024 7:30 AM
FHS Media Center
- B. FHS Holiday Spectacular
December 19, 2024 7:00 PM
District Auditorium
- C. No School - Winter Break
December 23, 2024 - January 1, 2025
- D. Free Family Movie Night: "Kung Fu Panda 4"
January 3, 2024 7:00 PM
District Auditorium
- E. FMS 7th and 8th Grade Dance
January 16, 2025 4:00 PM
Fridley Middle School
- F. RLS Family Bingo Night
January 16, 2025 5:00 PM
Stevenson Elementary School

- G. No School - Planning/Evaluation Day
January 17, 2025
- H. No School - MLK, Jr Holiday
January 20, 2025
- I. Fridley Public Schools School Board Meeting
January 21, 2025
Fridley Community Center
5:30 PM Work Session
7:00 PM Public Comment

Adjournment

Motion by Jones, seconded by Auna to adjourn the meeting at 8:22 PM. Upon vote being taken, all voted in favor, none against, none abstained. Motion carried 5-0.

Jake Karnopp, Board Chair

Ross Meisner, Board Clerk

**INDEPENDENT SCHOOL DISTRICT NO. 14
FRIDLEY, MINNESOTA
TREASURER'S REPORT
MONTH ENDING 10/31/24**

Fund	Revised Balance 9/30/24*	Receipts	Payroll Disbursements	A/P Disbursements	Journal Entry Transfers	Balance 10/31/24
General (01)	\$ 37,714,834.09	\$ 3,366,589.68	\$ 1,808,108.15	\$ 4,252,594.47	\$ 4,931.10	\$ 35,025,652.25
Food Service (02)	\$ 710,649.03	10,433.32	58,407.56	190,498.38	-	\$ 472,176.41
Transportation (03)	\$ (39,002,682.54)	-	3,631.86	202,477.82	-	\$ (39,208,792.22)
Comm. Service (04)	\$ (485,474.51)	198,933.54	102,388.55	140,986.22	-	\$ (529,915.74)
Operating Capital (05)	\$ (556,679.15)	-	-	22,970.34	-	\$ (579,649.49)
Construction (06)	\$ 254,008.78	-	-	55,000.00	-	\$ 199,008.78
Debt Service (07)	\$ 2,889,773.81	489,841.42	-	-	-	\$ 3,379,615.23
Performance Contract (16)	\$ (4,220,892.26)	-	-	-	-	\$ (4,220,892.26)
Activity Fund (19)	\$ 191,080.05	14,231.64	-	21,902.72	-	\$ 183,408.97
Dental Self Insurance (20)	\$ 326,743.15	42.50	-	36,696.61	-	\$ 290,089.04
Medical Self Insurance (21)	\$ 5,697,077.17	836.06	-	468,480.54	-	\$ 5,229,432.69
OPEB Trust Fund (25)	\$ (337,898.03)	11,416.04	-	-	-	\$ (326,481.99)
OPEB Debt Service (47)	\$ 248,617.65	60,722.24	-	-	-	\$ 309,339.89
Student Activities Under Board Control (51)	\$ 97,790.99	5,587.03	-	17,447.61	-	\$ 85,930.41
Total	\$ 3,526,948.23	\$ 4,158,633.47	\$ 1,972,536.12	\$ 5,409,054.71	\$ 4,931.10	\$ 308,921.97

*cash balances have been updated and changes reflect cash movement between funds due to audit preparation. Overall cash balances is unchanged.

Bank	Balance Per Bank Statement	Outstanding Checks	Outstanding Deposits	Balance per Treasurer's Books
MN Trust - OPEB	\$ -	\$ -	\$ -	\$ -
MN Trust - Operating	1,066,117.77	757,195.80	-	308,921.97
Total	\$1,066,117.77	\$ 757,195.80	\$ -	\$308,921.97

Difference \$ 0.00

Schedule of Investments

As of 10/31/24

Investment	Broker	Type	Purchased	Maturity	Market Value	Par	Yield
MNTrust Term Series-Flex (TECH CU)	PMA - OPP	TS	10/31/24	10/31/24	7,365,482.53	7,365,482.53	4.78%
Goldman Sachs Government Money	PMA - OPEB	MMA	10/01/24		2,953,742.86	2,953,742.86	4.96%
US Treasury N/B	PMA - OPEB	SEC	12/21/21	11/30/24	442,879.70	444,000.00	0.80%
US Treasury N/B	PMA - OPEB	SEC	01/21/22	11/30/25	263,624.02	275,000.00	1.35%
US Treasury N/B	PMA - OPEB	SEC	02/24/22	11/30/25	230,071.87	240,000.00	1.72%
Great Midwest Bank, S.S.B., WI CD	PMA - OPEB	CD	12/28/22	12/01/25	120,000.00	134,747.18	4.20%
Customers Bank, NY	PMA - 2024A BONDS	CD	07/16/24	05/30/25	239,450.00	249,878.44	5.00%
CIBC Bank ISA, MI	PMA - 2024A BONDS	CD	07/16/24	05/30/25	239,600.00	249,872.04	4.92%
Veritex Community Bank, TX	PMA - 2024A BONDS	CD	07/16/24	05/30/25	239,550.00	249,850.30	4.94%
Gbank, NV	PMA - 2024A BONDS	CD	07/16/24	05/30/25	239,450.00	249,859.97	4.99%
GREENSTATE CREDIT UNION, IA	PMA - 2024A BONDS	CD	07/16/24	06/30/25	238,700.00	249,868.88	4.89%
The First National Bank of Hutchinson, KS	PMA - 2024A BONDS	CD	07/16/24	06/30/25	238,550.00	249,848.53	4.95%
Western Alliance Bank, CA	PMA - 2024A BONDS	CD	07/16/24	06/30/25	238,000.00	249,849.42	5.21%
NexBank, TX	PMA - 2024A BONDS	CD	07/16/24	07/31/25	237,400.00	249,847.80	5.04%
Farmers and Merchants Union Bank, WI	PMA - 2024A BONDS	CD	07/16/24	07/31/25	237,550.00	249,882.15	4.99%
Totals					\$ 13,524,050.98	\$ 13,661,730.10	

**INDEPENDENT SCHOOL DISTRICT NO. 14
FRIDLEY, MINNESOTA
TREASURER'S REPORT
MONTH ENDING 11/30/24**

Fund	Revised Balance 10/31/24*	Receipts	Payroll Disbursements	A/P Disbursements	Journal Entry Transfers	Balance 11/30/24
General (01)	\$ 35,025,652.25	\$ 5,187,059.99	\$ 1,843,089.22	\$ 3,675,203.04	\$ 872.40	\$ 34,695,292.38
Food Service (02)	\$ 472,176.41	534,105.78	49,130.48	127,921.99	-	\$ 829,229.72
Transportation (03)	\$ (39,208,792.22)	-	3,375.11	380,288.01	-	\$ (39,592,455.34)
Comm. Service (04)	\$ (529,915.74)	643,322.57	108,990.49	89,237.24	-	\$ (84,820.90)
Operating Capital (05)	\$ (579,649.49)	-	-	1,490.08	-	\$ (581,139.57)
Construction (06)	\$ 199,008.78	-	-	-	-	\$ 199,008.78
Debt Service (07)	\$ 3,379,615.23	991,661.60	-	-	-	\$ 4,371,276.83
Performance Contract (16)	\$ (4,220,892.26)	-	-	-	-	\$ (4,220,892.26)
Activity Fund (19)	\$ 183,408.97	32,552.81	-	14,202.10	-	\$ 201,759.68
Dental Self Insurance (20)	\$ 290,089.04	42.50	-	28,710.05	-	\$ 261,421.49
Medical Self Insurance (21)	\$ 5,229,432.69	92,381.25	-	906,789.19	-	\$ 4,415,024.75
OPEB Trust Fund (25)	\$ (326,481.99)	11,416.04	-	-	-	\$ (315,065.95)
OPEB Debt Service (47)	\$ 309,339.89	134,214.22	-	-	-	\$ 443,554.11
Student Activities Under Board Control (51)	\$ 85,930.41	14,356.00	-	4,595.40	-	\$ 95,691.01
Total	\$ 308,921.97	\$ 7,641,112.76	\$ 2,004,585.30	\$ 5,228,437.10	\$ 872.40	\$ 717,884.73

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Bank	Balance Per Bank Statement	Outstanding Checks	Outstanding Deposits	Balance per Treasurer's Books
MN Trust - OPEB	\$ -	\$ -	\$ -	\$ -
MN Trust - Operating	881,776.82	163,892.09	-	717,884.73
Total	\$881,776.82	\$ 163,892.09	\$ -	\$717,884.73

Difference \$ 0.00

Schedule of Investments

As of 11/30/24

Investment	Broker	Type	Purchased	Maturity	Market Value	Par	Yield
MNTrust Term Series-Flex (TECH CU)	PMA - OPP	TS	11/30/24	11/30/24	7,393,183.60	7,393,183.60	4.78%
Goldman Sachs Government Money	PMA - OPEB	MMA	11/01/24		2,963,228.41	2,963,228.41	4.96%
US Treasury N/B	PMA - OPEB	SEC	12/21/21	11/30/24	444,000.00	444,000.00	0.80%
US Treasury N/B	PMA - OPEB	SEC	01/21/22	11/30/25	264,371.68	275,000.00	1.35%
US Treasury N/B	PMA - OPEB	SEC	02/24/22	11/30/25	230,724.37	240,000.00	1.72%
Great Midwest Bank, S.S.B., WI CD	PMA - OPEB	CD	12/28/22	12/01/25	120,000.00	134,747.18	4.20%
Customers Bank, NY	PMA - 2024A BONDS	CD	07/16/24	05/30/25	239,450.00	249,878.44	5.00%
CIBC Bank ISA, MI	PMA - 2024A BONDS	CD	07/16/24	05/30/25	239,600.00	249,872.04	4.92%
Veritex Community Bank, TX	PMA - 2024A BONDS	CD	07/16/24	05/30/25	239,550.00	249,850.30	4.94%
Gbank, NV	PMA - 2024A BONDS	CD	07/16/24	05/30/25	239,450.00	249,859.97	4.99%
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The First National Bank of Hutchinson, KS	PMA - 2024A BONDS	CD	07/16/24	06/30/25	238,550.00	249,848.53	4.95%
Western Alliance Bank, CA	PMA - 2024A BONDS	CD	07/16/24	06/30/25	238,000.00	249,849.42	5.21%
NexBank, TX	PMA - 2024A BONDS	CD	07/16/24	07/31/25	237,400.00	249,847.80	5.04%
Farmers and Merchants Union Bank, WI	PMA - 2024A BONDS	CD	07/16/24	07/31/25	237,550.00	249,882.15	4.99%
Totals					\$ 13,563,758.06	\$ 13,698,916.72	

**Personnel Changes
2024-2025**

New Contracts and Amendments per Master Agreements (2024-2025)

First Name	Last Name	Assignment	Step/Lane/Salary	School
Kovante	Beng	Building Monitor	Step 1	FCC
Blair	Berger	Musical Director - MS Musical	Schedule C	FMS
Zack	Bobick	MS Boys Basketball Coach	Schedule C	FMS
Nayeli	Cubias	Paraeducator	Step 1, \$20.50	FHS
Chris	Cudnowski	Improv Advisor	Schedule C	FHS
Gina	Garcia	Paraeducator	Step 1, \$20.50	Hayes
Kirkja	Janson	HOSA Advisor	Schedule C	FHS
Jeff	Johnson	Artistic Director - MS Musical	Schedule C	FMS
Jeff	Johnson	Costume/Makeup - MS Musical	Schedule C	FMS
Matt	Kiefer	Broadcast Advisor	Schedule C	FHS
Matthew	Koethe	Cook	Step 2, \$18.05	RLS
Donnavie	Loriezo	Sub Teacher	\$40/hr	FCC
Siena	Olson	Choreographer - MS Musical	Schedule C	FMS
Andrew	Reiter	MS Boys Basketball Coach	Schedule C	FMS
Nathan	Strecker	Assistant Speech Coach	Schedule C	FHS
Aires	Sumagaysay	Early Childhood Teacher	MA, Step 11	FCC
Kari	Varichak	Boys Diving Coach	Schedule C	FHS
Devon	Vernier	Paraeducator	Step 1, \$20.50	VISTA
Dan	Wold	Tech Director - MS Musical	Schedule C	FMS

Individual Contracts (2024-2025)

First Name	Last Name	Assignment	Step/Lane/Salary	School
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Jason	Oman	Security & Emergency Specialist	Individual Contract	VISTA
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Leaves of Absence (2024-2025)

- Kathleen Backstrom has requested a leave of absence from their Support Services Secretary position at the District Office from 3/4/25 through 3/18/25.
- Laura Carpenter has requested a leave of absence from their Teacher position at Stevenson Elementary from 4/21/2025 through 6/6/25.
- Kimberly Imholte has requested an intermittent leave of absence from their Tiger Club Assistant Program Manager position at Fridley Community Center from 1/6/25 through 6/6/25.
- Kathryn Joyce has requested a leave of absence from their Nutrition Coordinator position at the District Office from 1/21/25 through 2/4/25.
- Tammy Kowalzek has requested a leave of absence from their Paraeducator position at Fridley High School from 1/21/25 through 1/31/25.

Resignations (2024-2025)

- Hodan Adan has resigned from their Paraeducator position at Hayes Elementary effective 1/6/25.
- Santos Aguirre has resigned from their Paraeducator position at VISTA Education Center effective 12/16/24.
- Amanda Condon has resigned from their Teacher position at Hayes Elementary effective 1/15/25, *currently on a leave of absence.*
- Jean Hanson has resigned their Social Worker position at VISTA Education Center effective 12/17/24.
- Lisa Heid has resigned from their Nutrition - Cook position at Fridley High School effective 10/15/24.
- Terance Smith has resigned from their Paraeducator position at VISTA Education Center effective 1/2/25.

Retirements (2024-2025)

- Lori TeeGarden has retired from their Teacher position at Fridley Middle School, effective 6/6/25.