

## **Agenda**

1. **CALL TO ORDER** (*Action*)
  - 1.1. Introduction of new Board members Nancy Gores, and Bob Quam
  - 1.2. Oath of Office
2. **APPROVAL OF GENERAL MEETING AGENDA** (*Action*)
3. **OPEN FORUM** (*Information*)
4. **APPROVAL OF CONSENT AGENDA** (*Action*)
  - 4.1. Annual Organizational Board Meeting Minutes from January 26, 2012
  - 4.2. General Board Meeting Minutes from January 26, 2012
5. **SHARE THE SUCCESS & RECOGNITIONS** - None
6. **SUPERINTENDENT'S REPORT** - None
7. **INSTRUCTIONAL REPORT** - None
8. **ADMINISTRATIVE SERVICES REPORT - (30 minutes)**
  - 8.1. Financial Report - None
  - 8.2. Facilities Report - None
  - 8.3. Withdrawal of Bloomington Public Schools from Intermediate District 287  
**Closed Session** (*Information*)
  - 8.4. Human Resource Report
    - 8.4.1. Negotiations with Local 2209 - **Closed Session** (*Information*)
    - 8.4.2. Employee - **Closed Session** (*Information*)
9. **BOARD BUSINESS - (10 minutes)** (*Information*)
  - 9.1. Policy/Procedure Review & Revision
    - 9.1.1. Communication & Records Bucket (CR)
  - 9.2. Board Reports
    - 9.2.1. Chair Report
    - 9.2.2. AMSD Report (Ann Bremer) (*Information*)
  - 9.3. **District News** (*Information*)
    - 9.3.1. School Board Planning Calendar
    - 9.3.2. February 9, 2012 Calendar
  - 9.4. Once Around the Table
10. **ADJOURNMENT**

**DISTRICT 287 ORGANIZATIONAL BOARD MEETING**  
**Intermediate District 287**  
**January 26, 2012**  
**MINUTES**

**1. CALL TO ORDER**

Chair Ann Bremer called the organizational meeting to order at 6:31 PM in the District Service Center Board Room.

Chair Bremer recognized departing Board member Linda Johnson and Pam Rykken for their years of service.

Chair Bremer introduced new Board member Sherry Tyrrell to the Board.

Chair Bremer administered The Oath of Office to the attending members C. Bomben, P. Robb, M. Kunz, D. Henke, N. Rowley, S. Tyrrell, P. Rykken, C. Peterson and A. Bremer.

A Roll Call was taken and a quorum was declared with twelve member districts represented and the following Board members in attendance:

272	Eden Prairie	Carol Bomben
273	Edina	Peyton Robb
278	Orono	Michèle Kunz
279	Osseo	Dean Henke
280	Richfield	Nancy Rowley
281	Robbinsdale	Sherry Tyrrell
283	St. Louis Park	Pam Rykken
284	Wayzata	Carter Peterson
277	Westonka	Ann Bremer

Absent: 273/Ronbeck, 276/Quam, and 286/Thielsen

Guests: Jim Eichten, Mark Thiede, and Rick Wessling

287 Administration: Sandra Lewandowski, Laura Keller-Gautsch, Jane Holmberg, Anne Becker, Janet Johnson, Tom Shultz, Chad Maxa, and Wauneen Mgeni

287 Staff Members: Michelle Humphrey, Andrew Lake, and Shawn Garvey

**2. Nominating Committee Report**

*Motion by Michèle Kunz, seconded by Carter Peterson, to accept the slate of officers for January 2012-December 2012 as presented to the Board: Chair-Ann Bremer; Vice Chair-Carol Bomben; Board Clerk-Nancy Rowley and Board Treasurer-Greg Thielsen. No additional nominations. Motion carried unanimously.*

The newly elected officers took their places at the executive table.

**3. Organizational Business**

The yearly Board meeting schedule was shared, using the format of the second and fourth Thursday of the month with the exception of April, August, November and December which were adjusted for Holidays and Winter Break. Dates for the year are: January 12 & 26, February 9 & 23, March 8 & 22, April 26, May 10 & 24, June 14 & 28, August 23, September 13 & 27, October 11 & 25, November 8, and December 13. *Motion by Michèle Kunz, second by Nancy Rowley, to approve the Board meeting schedule as presented. No discussion. Motion carried unanimously.*

*Motion by Ann Bremer, second by Carol Bomben, to waive the necessity to recite the Pledge of Allegiance. No discussion. Motion carried unanimously.*

*Motion by Carter Peterson, second by Nancy Rowley, to appoint Janet Johnson as Assistant Treasurer for the Board of Education. No discussion. Motion carried unanimously.*

*Motion by Carol Bomben, second by Michèle Kunz, to authorize Janet Johnson or her designee to execute wire transfers on behalf of District 287 for January 2012-December 2012. No discussion. Motion carried unanimously.*

*Motion by Ann Bremer, second by Michèle Kunz, to designate Morgan Stanley Smith Barney, LLC; Minnesota School District Liquid Asset Fund Plus; U. S. Bank, Mpls; Wells Fargo Bank, Mpls, and Springsted Investment Advisors as financial institutions for depository/investment purposes for January 2012 – December 2012 and authorize the chairperson, clerk, and treasurer to sign the 'certificate of authority' for these institutions. No discussion. Motion carried unanimously.*

*Motion by Ann Bremer, second by Nancy Rowley, to designate MN Sun Publications, The Laker/Pioneer, and Osseo/Maple Grove Press as the official newspapers for January 2012 – December 2012. No discussion. Motion carried unanimously.*

A resolution authorizing the Superintendent of Schools, the Executive Director of Administrative Services, and /or the Director of Finance to execute contracts for January 2012-December 2012 school year was brought forth. *A resolution motion was made by Ann Bremer, second by Peyton Robb, to waive the reading of the resolution and to authorize Superintendent of Schools, the Executive Director of Administrative Services, and /or the Director of Finance to execute contracts on behalf of the District and is also authorized to execute contracts that have been previously approved by the Board. No discussion. The following voted in favor: Bomben, Bremer, Henke, Tyrrell, Kunz, Peterson, Robb, Rowley, and Rykken. No votes against. Resolution carried.*

*Motion by Ann Bremer, seconded by Michèle Kunz, recommending that Sara J. Ruff, Laura Tubbs Booth, and E. Jaynie Leung, independent contractors providing legal services to the Intermediate and its member districts; Anne C. Becker, General Counsel and Director of Human Resources; and other legal counsel selected by the Superintendent as necessary to conduct the business, and protect the legal interests, of the District. No discussion. Motion carried unanimously.*

*Motion by Ann Bremer, seconded by Carter Peterson, recommending the approval of the Board Compensation. No discussion. Motion carried unanimously.*

An annual resolution was necessary to meet data privacy reporting requirements as set forth by the State of Minnesota. *Resolution motion by Ann Bremer, seconded by Carol Bomben, to waive the reading of the resolution and to appoint Sandra Lewandowski as responsible authority for District 287 and she is hereby authorized to take all actions necessary to assure that all programs, administrative procedures, and forms used with District 287 are administered in compliance with the provision of the current Minnesota Statute. No discussion. The following voted in favor: Henke, Peterson, Bomben, Robb, Tyrrell, Rykken, Rowley, Kunz, and Bremer. No votes against. Resolution carried.*

A board member roster containing contact information was shared with the Board. Members were asked to make any changes to the document and return it to Wauneen for finalization.

**4. ADJOURNMENT**

*Motion was heard and seconded to adjourn the organizational meeting of the Board. Motion carried unanimously. The meeting adjourned at 6:48 PM.*

Submitted by  
Wauneen Mgeni  
Secretary to the Board

Signed: Chair \_\_\_\_\_ Clerk \_\_\_\_\_

Date \_\_\_\_\_ Date \_\_\_\_\_

**DISTRICT 287 REGULAR BOARD MEETING**  
**Intermediate District 287**  
**January 26, 2012**  
**MINUTES**

**1. CALL TO ORDER**

Chair Ann Bremer called the regular meeting to order at 6:49 PM in the District Service Center Board Room. A quorum was declared with the following members in attendance:

272	Eden Prairie	Carol Bomben
273	Edina	Peyton Robb
278	Orono	Michèle Kunz
279	Osseo	Dean Henke
280	Richfield	Nancy Rowley
281	Robbinsdale	Sherry Tyrrell
283	St. Louis Park	Pam Rykken
284	Wayzata	Carter Peterson
277	Westonka	Ann Bremer

Absent: 273/Ronbeck, 276/Quam, and 286/Thielsen  
Guests: Jim Eichten, Mark Thiede, and Rick Wessling  
287 Administration: Sandra Lewandowski, Laura Keller-Gautsch, Jane Holmberg, Anne Becker, Janet Johnson, Tom Shultz, Chad Maxa, and Wauneen Mgeni  
287 Staff Members: Michelle Humphrey, Andrew Lake, and Shawn Garvey

**2. APPROVAL OF GENERAL MEETING AGENDA**

The general meeting agenda was presented for approval. *Motion by Ann Bremer, seconded by Carol Bomben, to approve the meeting agenda. All in favor. Motion carried unanimously.*

Superintendent Lewandowski and the Board acknowledged the retirement announcements of Laura Keller-Gautsch, Executive Director of Special Education, and Janet Johnson, Director of Finance.

Sandy recommended on the consent agenda the appointment of Mrs. Dolly Lastine to a one year interim position as Executive Director of Special Education effective July 1, 2012.

**3. OPEN FORUM FOR COMMUNITY COMMENTS - None**

**4. APPROVAL OF CONSENT AGENDA**

The Consent Agenda was presented for approval. The Consent Agenda included the general meeting minutes from December 8, 2011; Estoppel Certificate for Leased Site for NW Business Center; North Education Center (NEC) Change Orders; The LINK at Edgewood Education Center; Interim Executive Director of Special Education Appointment, and approval of the Routine Human Resource Activities for January 26, 2012. *Motion by Ann Bremer, seconded by Michèle Kunz, to approve the Consent Agenda as presented. Motion carried.*

**5. SHARE THE SUCCESS & RECOGNITIONS**

Superintendent Lewandowski and the Board recognized Mr. Tom Shultz, Director of Facilities, for having been named the Facility Practitioner of the Year by the International Facility Management Association.

**6. SUPERINTENDENT'S REPORT**

Superintendent Lewandowski provided a brief overview to the Board on three items: 1) the Year 3 Strategic Plan Report. She cited the most significant measure of progress: all current member superintendents have formally declared that District 287 is vital to their ability to meet the educational needs of all their students; 2) the positive feedback on two presentations she presented recently to the Association of Metropolitan School Districts (AMSD): The Tipping Point and Raise the Rate; 3) What the Board needs to Know about Food Service, the memo answers questions asked about the district food service program at the November Board meeting.

**7. INSTRUCTIONAL REPORT - None**

**8. ADMINISTRATIVE SERVICE REPORTS**

**Financial Report**

Mrs. Janet Johnson, Director of Finance Services, presented the monthly financial report for December 2011. *Motion by Ann Bremer, seconded by Carter Peterson, to approve the monthly financial report as presented. All in favor. Motion carried unanimously.*

Janet and Jim Eichten from Malloy, Montague, Karnowski, Radosovich & Co., presented a summary of the FY11 Audit for approval. *Motion by Nancy Rowley, seconded by Michèle Kunz, to approve the FY11 Audit as presented. All in favor. Motion carried unanimously.*

### **Facilities Report**

Board Facility Committee Chair Robb provided a brief overview on recent work done by the facilities committee.

Mr. Tom Shultz, Director of Facilities presented and recommended approval of a Change Order for the wells in the geothermal field in the amount of \$102,262.00. *Motion by Peyton Robb, seconded by Michèle Kunz, to approve the Change Order for the wells in the geothermal field in the amount of \$102,262.00 as presented. All in favor. Motion carried unanimously.*

Tom presented and recommended approval of a North Education Center (NEC) Easement with District. *Motion by Peyton Robb, seconded by Michèle Kunz, to approve the North Education Center (NEC) Easement with District as presented. All in favor. Motion carried unanimously.*

Tom presented and recommended approval of the Official Naming of North Education Center (NEC). *Motion by Ann Bremer, seconded by Carol Bomben, to approve the Official Naming of North Education Center (NEC) as presented. All in favor. Motion carried unanimously.*

Tom presented and recommended approval of Name Change for Bren Road. *Motion by Ann Bremer, seconded by Dean Henke, to approve the Name Change for Bren Road as presented. All in favor. Motion carried unanimously.*

### **Human Resources Report**

Mrs. Anne Becker, General Counsel/Human Resource Director, presented and recommended approval of Salary Range for Director of Finance Position. *Motion by Ann Bremer, seconded by Carter Peterson, to approve the Salary Range for Director of Finance Position as presented. All in favor. Motion carried unanimously.*

## **9. BOARD BUSINESS**

### **Policy Review & Revision - None**

#### **Chair Report**

Board Chair Bremer recommended the approval of the Board Bylaws Amendment. *Motion by Ann Bremer, and seconded by Michèle Kunz, to approve the Board Bylaws Amendment as presented. All in favor. Motion carried unanimously.*

Board Chair Bremer and the Board recognized Board member Bomben on receiving the MSBA 2012 All State School Board Award.

Board Chair Bremer updated the Board on the January 7 Local 2209/Board Breakfast.

#### **AMSD Report**

Board Chair Bremer briefly updated the Board on the January AMSD Conference.

### **Once Around the Table**

## **10. ADJOURNMENT**

*Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 8:58 PM.*

The next general meeting will be held on February 9, 2012, at 6:30 PM in the DSC Board Room.

Submitted by  
Wauneen Mgeni  
Secretary to the Board

Signed: Chair \_\_\_\_\_ Clerk \_\_\_\_\_

Date \_\_\_\_\_ Date \_\_\_\_\_

**February 7, 2012**

**Communications and Records Policy Series**

The following is a list of current 287 Board policies that contain some aspect of the Board's vision for communications and records in the District:

<b>1111</b>	<b>District Sponsored Media</b>
<b>1112</b>	<b>Other Media: Communications from Outside the District</b>
<b>1112.1</b>	<b>Media Relations</b>
<b>1314</b>	<b>Advertising in the District</b>
<b>4118</b>	<b>Technology Acceptable Use and Safety Policy</b>
<b>4132.2</b>	<b>Copyright of District Materials</b>
<b>1610</b>	<b>Private School Relations</b>

In preparation for revising the current policies, I reviewed the following sources of requirements and information: Federal Statutes, Federal Regulations, Minnesota Statutes, Intermediate District 287 policies and procedures, policies of 287's member districts, and MSBA model policies. Of the policies related to Communications and Records, the following policy is mandated: Technology Acceptable Use and Safety.

After reviewing the aforementioned sources of requirements and information, I drafted two policies. First, I drafted a general policy that describes the overarching goals of the Board's policies within the Communications and Records bucket. It incorporates four policies: Other Media, Advertising in the District, Media Relations and District-Sponsored Media. In light of their inclusion in the goals policy, I recommend elimination of those four policies.

Second, I drafted a Technology Acceptable Use and Safety Policy that is consistent with recently-promulgated federal requirements. See Children's Internet Protection Act, 47 C.F.R. 54.520(c)(1)(i). Portions that are more appropriate for inclusion within a procedure were removed from the policy and will be retained for a procedure of the same name.

The current Copyright of District Materials policy does not express the Board's vision, beliefs or ideas. It merely states that district employees will follow federal laws and rules, which is an assumption of fact. A policy regarding copyrights is not required under federal law, but a procedure is. See Circular 21, Reproduction of Copyrighted Works by Educators and Librarians; Copyright Act, 17 U.S.C. §§ 107, 110. There is a district procedure on copyrights in existence but will need review to ensure that it is up to date.

The current policy regarding Private School Relations also does not express the Board's vision, beliefs or ideas. It also is not required under state or federal law. Therefore, I recommend that this policy be eliminated.



## **DRAFT POLICY**

**POLICY SERIES: Communications and Records**

**SUBJECT: Advertising**

**BOARD APPROVED:**

**REVISION DATE:**

### **ADVERTISING**

#### **I. PURPOSE**

The purpose of this policy is to provide clear restrictions on advertising in the District.

#### **II. GENERAL STATEMENT OF POLICY**

- A. In order to maintain an educational environment with minimal distractions, it is the District's policy that students, staff, the name or facilities of the District, or any part thereof shall not be used as a means for advertising or promoting the interests of a commercial or nonprofit organization.
- B. Any non-District affiliated organization's materials distributed via the District to students must not contain advertising beneficial to a particular group or business.

#### **III. EXCEPTIONS**

- A. This policy does not prevent student publications published by student organizations from accepting and publishing advertisements if the contact is approved by administration. Advertisements may be rejected by administration if determined to be inconsistent with the educational objectives of the District or inappropriate for inclusion in the publication. The inclusion of advertisements in student publications does not constitute approval or endorsement of any product, service, organization or activity.
- B. This policy does not prohibit the use of commercially-sponsored free teaching materials. Although the materials may contain advertising, this feature should be inconspicuous and the commercial purposes of the sponsor should not be dominant in the material. The content of the materials must be approved by administration.

**LEGAL REFERENCES:**

Hazelwood School District v. Kuhlmeier, 484 U.S. 260, 108 S.Ct. 562, 98 L.Ed.2d 592 (1988).

Bethel Sch. Dist. No. 403 v. Fraser, 478 U.S. 675, 106 S.Ct. 3159, 92 L.Ed.2d 549 (1986).

Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)

Bystrom v. Fridley High School, 822 F.2d 747 (8th Cir. 1986).

## **DRAFT POLICY**

**POLICY SERIES: Communications & Records**

**SUBJECT:**

**BOARD APPROVED:**

**REVISION DATE:**

### **GOALS**

#### **I. PURPOSE**

The purpose of this policy is to ensure that the District maintains regular and ongoing communication with member districts and the public and to encourage the use of media and technology to maintain such communication.

#### **II. GENERAL STATEMENT OF POLICY**

The Board recognizes that regular and ongoing communication with member districts and the public about the District helps improve the quality of education for our students. The Board also recognizes that these interests must be balanced with efforts to protect student and staff safety, privacy and general well-being.

#### **III. COMMUNICATIONS AND RECORDS GOALS**

The Board seeks to accomplish the following goals:

- A. Promote public interest of the District through the use of District-sponsored media;
- B. Maintain a learning environment that minimizes distractions from solicitation and advertising and to have the Board review all requests from non-District affiliated organizations to advertise within the District;
- C. Provide procedures for communicating with the media and to designate the Public Relations Liaison as the point person for media inquiries, in order to ensure consistent and accurate information about the District;
- D. Provide staff and students with opportunities to access the resources available through District technology for the purposes of teaching and learning, and to ensure its safe and appropriate use; and

- E. Encourage the incorporation of media sources in the curriculum and teaching materials while maintaining proper compliance with copyright laws.

## **DRAFT POLICY**

**POLICY SERIES: Communications and Records**

**SUBJECT: Media Relations**

**BOARD APPROVED:**

**REVISION DATE:**

### **MEDIA RELATIONS**

#### **I. PURPOSE**

The purpose of this policy is to ensure consistency and fairness in dealing with media representatives, to present accurate information, to minimize the possibility of errors or conflicting information, to protect the privacy rights of students, staff, and families, and to ensure that media relations efforts support and promote the mission and objectives of the District.

#### **II. GENERAL STATEMENT OF POLICY**

- A. The superintendent is encouraged to use all available District-sponsored media to keep the goals, programs, achievements and needs of the District before the public.
- B. The Board supports the right of the media and public to receive accurate and timely information regarding District programs, services, governance and events. The District is encouraged to establish respectful, cooperative and constructive relationships that build trust and credibility with the media.
- C. Public relations activities should not disrupt or distract student learning and should respect the privacy rights of students, their families and District staff.

#### **III. OFFICIAL COMMUNICATIONS**

- A. The public is best served by a consistent, accurate and fully informed message about the District and its programs. Therefore, Community Information Services is responsible for official communications between the District and the news media. All other District employees shall refer media requests for information regarding the school, its staff or students, interviews of staff or students at school, or media visits to a school site or location to Community Information Services.

- B. The Public Relations Liaison shall ensure proactive communication with media representatives, including publicizing events, activities and accomplishments. The Public Relations Liaison shall also promptly respond to media inquiries or provide media representatives with access to personnel most knowledgeable about the issue, when necessary and appropriate.
  
- C. The Superintendent is the primary spokesperson for the District. The School Board Chair or designee is the spokesperson for the School Board. Building Principals are the spokespersons for their respective schools.

## **DRAFT POLICY**

**POLICY SERIES: Communications & Records**

**SUBJECT: Rights & Responsibilities**

**BOARD APPROVED:**

**REVISION DATE:**

# **\_\_\_\_\_ Technology Acceptable Use and Safety Policy**

## **I. PURPOSE**

The purpose of this policy is to set forth guidelines for the safe and acceptable use of the District's technology. The District's technology includes but is not limited to desktop computers, laptops, netbooks, telephones, voicemail, mobile phones, other wireless devices, mobile computing devices and the applications they support and/or access.

## **II. GENERAL STATEMENT OF POLICY**

In making decisions regarding student and employee access to the District's technology, the District considers its own stated educational mission, goals and objectives. Electronic information research skills are now fundamental to the preparation of citizens and future employees. The District expects instructional staff to integrate thoughtful use of the District's technology throughout the curriculum and to provide guidance and instruction to students to use these resources safely and wisely.

## **III. LIMITED EDUCATIONAL PURPOSE**

The District provides students and employees with access to its technology for a limited educational purpose. This limited educational purpose includes use of the District's technology for classroom activities, educational research, and professional or career development activities consistent with the mission of the District and its policies. Use of the internet may include using electronic mail, creating Internet Web pages, and sending, receiving, storing and sharing documents. Students will receive information about safe and responsible use of the internet, including how to protect their personal information when communicating on the internet, cyberbullying and harassment. Uses, which might be acceptable on a user's private personal account on another system, may not be acceptable on this limited-purpose network.

## **IV. USE OF TECHNOLOGY IS A PRIVILEGE**

A. The use of District technology is a privilege, not a right. When using District technology, students and staff shall not utilize language that is inappropriate in the educational setting or is disruptive to the educational process; engage in activities that are illegal; engage in plagiarism or copyright infringement or engage in actions that jeopardize the security of the technology. District

technology shall not be used to: vandalize, damage or disable the property of another person or organization; deliberately degrade or disrupt equipment, software or system performance by spreading computer viruses or by any other means; tamper with, modify or change the District software, hardware or wiring or take any action to violate the District's security system; or disrupt the use of the system by other users. District technology shall be used in a manner that protects the confidentiality of information about students and staff and is fully in accord with the student and staff confidentiality protection requirements of federal law, state law, and District policy. A complete list of unacceptable uses may be found in the District's procedure on Technology Acceptable Use and Safety.

B. The District has the authority to impose consequences on and take disciplinary measures against any student or employee who engages in an act that has the effect of harassing, intimidating, or otherwise advocating violence or discrimination against other people that takes place through the use of District technology, use of a personal electronic device on District property, or any off-campus activities that cause or threaten to cause a substantial or material disruption at school or interference with the rights of students and employees to be secure. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the District technology or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate District policies, including suspension, expulsion, exclusion or termination of employment; or civil or criminal liability under applicable laws.

## **V. FILTER**

A. With respect to any of its technology, the District may at any time monitor the online activities of minors and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will block or filter internet access to any visual depictions that are 1) obscene; 2) child pornography; or 3) harmful to minors.

B. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that: 1. taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or 2. depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted sexual acts, or a lewd exhibition of the genitals; and 3. taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.

Due to the nature of the internet, there can be no absolute guarantee that the

technology protection measures implemented will fully protect students against access to material or people that may be considered inappropriate or potentially harmful. The District will not be responsible for any damage students may suffer if they accidentally or intentionally are exposed to such materials or people.

#### **VI. LIMITED EXPECTATION OF PRIVACY**

By authorizing use of its technology, the District does not relinquish control over materials on the District's system. Users should expect only limited privacy in the materials (including personal files) on the District's system.

#### **CROSS REFERENCES:**

Technology Acceptable Use and Safety Procedure  
Internet Filtering: A New Vision for Promoting Responsible Student Use of Information  
Cellular Devices Procedure  
Social Media Guidelines for Staff and Students  
Staff E-mail Guidelines and Operating Procedures  
Staff Security Guidelines and Procedures  
Equipment Management Procedures

#### **LEGAL REFERENCES:**

15 U.S.C. § 6501 *et seq* (Children's Online Privacy Protection Act)  
17 U.S.C. § 101 *et seq* (Copyrights)  
20 U.S.C. § 6751 *et seq* (Enhancing Education through Technology Act of 2001)  
17 U.S.C. § 1701 *et seq* (Children's Internet Protection Act of 2000 (CIPA))  
47 C.F.R. 54.520 (FCC rules implementing CIPA)  
Minn. Stat. § 125B.15 (Internet Access for Students)  
Tinker v. Des Moines Indep. Sch. Dist., 393 U.S. 503, 89 S. Ct. 733, 21 L.Ed.2d 731 (1969)  
United States v. American Library Association, 539 U.S. 194, 123 S. Ct. 2297, 56 L.Ed.2d 221 (2003)  
Layshock v. Hermitage Sch. Dist., 412 F. Supp. 2d 502 (2006)  
J.S. v. Bethlehem Area Sch. Dist., 807 A.2d 847 (Pa. 2002)

**STUDENT**

I have read and do understand the District policies relating to the safe and acceptable use of District technology and agree to abide by them. I further understand that should I commit any violation, my access privileges may be revoked, disciplinary action may be taken, and/or appropriate legal action may be taken.

User's Full Name (please print)

\_\_\_\_\_ User Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PARENT OR GUARDIAN**

As the parent or guardian of this student, I have read the District policies relating to the safe and acceptable use of District technology. I understand that this access is designed for educational purposes, and that the District has taken precautions to restrict access to material that is inappropriate in the educational setting. However, I also recognize it is impossible for the District to restrict access to all inappropriate materials and I will not hold the District or its employees or agents responsible for materials acquired on the internet. Further, I accept full responsibility for supervision if and when my child's use is not in a school setting. I hereby give permission to issue an account for my child and certify that the information contained on this form is correct.

Parent or Guardian's Name (please print):

\_\_\_\_\_ User  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_ - - - -  
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**SUPERVISING TEACHER** (Must be signed if applicant is a student) I have read the District policies relating to the safe and acceptable use of District technology and agree to promote these policies with the student. Because the student may use the District's technology for individual work or in the context of another class, I cannot be held responsible for the student's use of the internet. As the supervising teacher I do agree to instruct the student on the safe and acceptable use of the internet.

Teacher's Name (please print): \_\_\_\_\_

Teacher's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**INTERNET USE AGREEMENT- EMPLOYEE  
SCHOOL DISTRICT EMPLOYEE**

I have read and do understand District policies relating to the safe and acceptable use of District technology and agree to abide by them. I further understand that should I commit any violation, my access privileges may be revoked, disciplinary action up to and including termination of my employment may be taken, and/or appropriate legal action may be taken.

User's Full Name (please print):

\_\_\_\_\_

User Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# School Board Planning Calendar 2012

1 <sup>st</sup> Meeting of the Month		2 <sup>nd</sup> Meeting of the Month	
<p><b>JANUARY 12, 2012</b>  <b>Board meeting has been <u>CANCELED</u> due to MSBA Leadership Conference</b>  <b>JANUARY 26, 2012 (Start Time 6:30 PM)</b>  <i>Organizational Meeting</i></p>			
<p>Oath of Office                      Bloomington Withdrawal Update                      Financial Report December                      Legislative Initiatives</p>		<p>Election of Board Officers                      FY10 Audit                      NEC Facility Committee Report                      Strategic Plan Review &amp; Measurement Report</p>	
<p><b>FEBRUARY 9, 2012</b>                      Superintendent Mid-Year Evaluation Procedure                      NEC Vote                      Transportation Presentation                      Communication with Local Boards</p>		<p><b>FEBRUARY 23, 2012</b>                      Financial Report February                      Staff Reduction ULA Resolution Changes for following Yr                      FY11 Budget Revision &amp; FY12 Budget Assumptions                      Program Withdrawal Report                      ALC Plus Update                      Diversity Report</p>	
<p><b>MARCH 8, 2012</b>                      Diversity &amp; Recruitment Report                      Pay Equity Report</p>		<p><b>MARCH 22, 2012</b>                      Financial Report February                      NEC Facility Committee Report                      Program Reduction Resolution                      Reduction ULA for tenured staff                      FY2012 Preliminary Budget Update</p>	
<p><b>APRIL 26, 2012</b>  <i>(Only one Board meeting this month!)</i></p>			
<p>Spotlight DVD Presentation                      Financial Report March                      Superintendent &amp; Board Evaluation Update</p>		<p>NEC Facility Committee Report                      Long Range Facilities Planning Presentation                      Proposed District 287 School Calendar 2011-2012</p>	
<p><b>MAY 10, 2012</b>                      PBIS Data Update</p>		<p><b>MAY 24, 2012</b>                      Financial Report April                      Audit Open Items &amp; Requirements changes                      Staff Reduction ULA Resolution                      PLC Data Report Highlights                      Non- Tenured Non-Renewals &amp; Probationary Non-Licensed Clerical Layoffs                      North Education Center (NEC) Facility Community Report</p>	
<p><b>JUNE 14, 2012</b>                      Superintendents Evaluation</p>	<p>Financial Report May                      PLC Data Report                      2010-11 Budget                      NEC Facility Committee Report                      Attachment 10 Performance Criteria &amp; Health &amp; Safety</p>	<p><b>JUNE 28, 2012</b>                      Final ULA Resolution for Licensed Staff                      Board Evaluation                      Health &amp; Safety Assessment 99 Report                      Superintendent &amp; School Board Evaluation to plan for Board Retreat outcomes</p>	

**INFORMATIONAL ITEMS TO REMEMBER:**

\*\* Pay Equity Report - (every three years - due in March 2012)  
 Board TLC

Board role in setting/supporting goals  
 Community use of Facilities Bucket

# School Board Planning Calendar 2012

1 <sup>st</sup> Meeting of the Month	2 <sup>nd</sup> Meeting of the Month
<b>AUGUST 23, 2012</b> <i>(Only one Board meeting this month!)</i>	
Administrative Services PLC C-Train Update Health and Medical Bucket NEC Facility Committee Report Report on Crisis Planning (Michelle Axell – 10 minutes) Determine NEC Size & Cost Option	Approval of Cash Flow Borrowing Resolution Financial Report July Legislative Session Review & Implications for District Operations School Start Up Program Report “Top Things Board Members Should Know About Our 2010-2011 Start-Up” (Colleen, Laura, and Jane)
<b>SEPTEMBER 13, 2012</b> Superintendent Goals Bloomington – Closed Session	<b>SEPTEMBER 27, 2012</b> Financial Report August Resolution to Borrow PLC’s Results/Goals MDE Final Special Education Monitoring Report NEC Facility Committee Report Resolution to Authorize Financing for NEC Report on Crisis Planning
<b>OCTOBER 11, 2012</b> Prior Year Agenda Review Restraints and Seclusion – Instructional Report Resolution for Sale of Bonds for NEC Cash Flow Borrowing	<b>OCTOBER 25, 2012</b> Financial Report September Strategic Plan Update/Innovative Coach NEC Facility Committee Report
<b>NOVEMBER 8, 2012</b> <i>(Only one Board meeting this month!)</i>	
Financial Report October OPEB Reporting & Funding C-Train Report (Written Report) Food Service Resolution	Prior Year Unaudited Fund Balance Report NEC Facility Committee Report Resolution for Settlement of Bonds for NEC Facilities Management Update
<b>DECEMBER 13, 2012</b> <i>(Only one Board meeting this month!)</i>	
Financial Report November Facilities Management Update - Energy Audit Digital Copy Certificate (Written Report)	Prior Year Audit Review NEC Facility Committee Report Legislative Initiatives

**INFORMATIONAL ITEMS TO REMEMBER:**

\*\* Pay Equity Report - (every three years - due in March 2012)  
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**INTERMEDIATE DISTRICT 287**  
**February 9, 2012**  
**SCHOOL BOARD CALENDAR**

**\*\*TENTATIVE DATES\*\***

February 2012

07	Tuesday	Get on the Bus (TBN)	8:30AM	DSC
09	Thursday	40 Years of Vista Programs	5:30PM	DSC – 3 <sup>rd</sup> Floor
09	Thursday	General Board Meeting	6:30PM	Board Rm
23	Thursday	General Board Meeting	6:30PM	Board Rm
25	Saturday	Destination Imagination West/Southwest Metro Regional Tournament	TBD	Maple Grove HS

March 2012

08	Thursday	General Board Meeting	6:30PM	Board Rm
20	Tuesday	Local 2209/Board Breakfast	7:00AM	DSC-Rm 316
22	Thursday	General Board Meeting	6:30PM	Board Rm

April 2012

12	Thursday	Epsilon Family Night	TBD	Epsilon
14	Saturday	Destination Imagination State Tournament	TBD	Champlin Park HS
25	Wednesday	Honors Mentor Connection Scholar's Forum	TBD	TBN
26	Thursday	General Board Meeting	6:30PM	Board Rm

May 2012

10	Thursday	General Board Meeting	6:30PM	Board Rm
24	Thursday	General Board Meeting	6:30PM	Board Rm

June 2012

01	Friday	Prairie Center Academy (PCA) Graduation	10:00AM	EP Cmmnty Center
04	Monday	North Vista Education Center Graduation	7:00PM	North Vista
05	Tuesday	City West Academy Graduation	10:00AM	Shady Oak
07	Thursday	Edgewood Education Center Graduation	TBD	Edgewood
14	Thursday	General Board Meeting	6:30PM	Board Rm
28	Thursday	General Board Meeting	6:30PM	Board Rm

◆ Board Facilities Committee Meeting - Third Tuesday of the Month  
◆ Board Facilities Committee Meeting - Second Tuesday of the Month

◆ General Board Meeting – Date Change  
◆ New Event