

General Meeting of the Board
Thursday, October 26, 2023 6:30 PM

Boardroom / Teleconference
1820 Xenium Ln N
Minneapolis, MN 55441-3790

Agenda

1. **CALL TO ORDER** (*Action*)
2. **APPROVAL OF GENERAL MEETING AGENDA** (*Action*)
3. **AUDIENCE OPPORTUNITY TO SPEAK** (*Information*)
4. **APPROVAL OF CONSENT AGENDA** (*Action*)
 - 4.1. General Board Meeting Minutes from October 12, 2023
 - 4.2. Routine Human Resources Activities for October 26, 2023
 - 4.3. Approval of Benefit Insurance Premium Rate Recommendation
 - 4.4. Approval of Extension of Hennepin Technical College Joint Powers Agreement
 - 4.5. Approval of Google Workspace for Education Plus Licenses Agreement
 - 4.6. Authorization of Issuance of Individual Procurement Cards (P-Cards)
5. **SHARE THE SUCCESS & RECOGNITION - (15 minutes)** (*Information*)
 - 5.1. Above & Beyond: Ann Bremer Education Center
 - 5.2. Spotlight: Hennepin Technical College
6. **SUPERINTENDENT'S REPORT - (15 minutes)** (*Information*)
 - 6.1. Strategic Plan Update
7. **INSTRUCTIONAL REPORT - None**
8. **BUSINESS SERVICES & LABOR RELATIONS REPORT - (20 minutes)**
 - 8.1. Facilities Report (*Information*)
 - 8.1.1. 2023 Summer Projects and Future Plans
 - 8.2. Financial Report (*Action*)
 - 8.2.1. Approval of Routine Monthly Finance Report
 - 8.3. Human Resource Report - None
9. **BOARD BUSINESS - (15 minutes)** (*Information*)
 - 9.1. Policy Review & Revision
 - 9.1.1. Board Officers & Operations (BOO) Policy Bucket
 - 9.2. Board Reports
 - 9.2.1. Chair Report - None
 - 9.2.2. AMSD Report
 - 9.2.2.1. October 2023 AMSD Connections Newsletter
 - 9.3. District News
 - 9.3.1. School Board Planning Calendars 2023 & 2024
 - 9.3.2. October 26, 2023, Board Event Calendar
 - 9.3.3. 2023-2024 Get on the Bus/Local 2209 & Board Meeting Schedule
 - 9.4. Once Around the Table
10. **ADJOURNMENT**

Racial Equity Impact Analysis Tool

287 RACIAL EQUITY IMPACT ANALYSIS TOOL



Purpose

This tool ensures that racial equity is front-and-center in discussions and prompts leaders to examine how BIPOC and low wealth communities may be affected by a proposed action or decision of the district.

Instructions

Use the Tool: Have this tool available during any meeting where decisions are being made

- **Part 1 - Discussion:** Use the guiding questions to facilitate the racial equity discussion
- **Part 2 - Answer Racial Equity Impact Analysis Questions:** Before a decision is made, respond to the four equity impact analysis questions within your meeting agenda
- **Part 3 - Reflect:** Reflect on and recognize your own racial bias, as well as the presence and role of whiteness

Part 1: Discussion

Use the below guiding questions to facilitate a discussion about race equity impact

Guiding Questions

1. Are multiple racial perspectives involved in the planning? Are participants racially diverse? Were the groups most impacted by the decision included in the discussion?
2. In what ways are we maintaining status quo or advancing race equity? What could be done differently to better support or advance racial equity efforts?
3. Who is advantaged? Who is disadvantaged? Are decisions based on the majority or those at the margins?
4. In what ways does colorblindness exist?
5. How do you know the audience is communicated with in ways that will make sense through *their* lens?
6. In what ways are other marginalized people impacted?

Part 2: Answer Racial Equity Impact Analysis Questions

1. **Who participated in completing this analysis?**
2. **What are the racial equity impacts of this decision?**
3. **Who will benefit from and/or be burdened by this decision?**
4. **Are there strategies to mitigate any unintended consequences of this decision?**

Part 3: Reflect

1. Place yourself on the Compass. What feelings came up for you during the planning?
2. What role did your race, experiences, or bias have in the conversation?
3. What aspects of whiteness showed up for you or were observed in others? ([Bellevue Guide](#))

DISTRICT 287 GENERAL MEETING OF THE BOARD
Intermediate District 287
October 12, 2023
MINUTES

1. CALL TO ORDER

Chair Brakke called the general meeting to order at 6:30 PM in the District Service Center Boardroom and by the use of District 287 Teleconferencing. Board Director Remucal recited Intermediate District 287 mission statement: "The mission of Intermediate District 287 is to be the premier provider of innovative specialized services to ensure that each member district can meet the unique learning needs of its students."

A Roll Call was taken, and a quorum was declared with 12 member districts represented and the following Board members in attendance:

286	Brooklyn Center	Ruthie Dallas
273	Eden Prairie	Kim Ross
273	Edina	Michael Birdman
270	Hopkins	Shannon Andreson
276	Minnetonka	Michael Remucal
278	Orono	Michèle Kunz
279	Osseo	Jackie Mosqueda-Jones
280	Richfield	Crystal Brakke
281	Robbinsdale	ReNae Bowman (late)
283	St. Louis Park	Anne Casey
284	Wayzata	Sarah Johansen
279	Westonka	Heidi Marty

Absent:

Guests:

287 Administration: Superintendent Doud, Dr. Tonya Allen, Mae Hawkins, Camille Hepola, Dr. Elisabeth Lodges Rogers, Ben Magras, Kevin Witherspoon, Kiarra Zackery, and Wauneen Denson-Mgeni

287 Staff Members: Veronica Jacobson and Steve Skura

Board member Brakke administered The Oath of Office to the attending new member, Michael Remucal.

2. APPROVAL OF GENERAL MEETING AGENDA

The general meeting agenda was presented for approval. *Motion by Shannon Andreson, seconded by Kim Ross, approve the meeting agenda. All in favor. No votes against. Motion carried.*

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 of the Board Minutes from September 28, 2023, Five-Year Contract for Lease of a Multi-Functional Device, and Realty Listing Contract3903904050. *Motion by Michael Birdman, seconded by Sarah Johansen, to approve the Consent Agenda as presented. All in favor. Motion carried unanimously.*

5. SHARE THE SUCCESS & RECOGNITIONS - None

6. SUPERINTENDENT'S REPORT

Superintendent Doud provided an overview of the Senate Policy and Finance Committee visit to the North Education Center (NEC) and introduced one of the student speakers, Keyah (Kat) Floyd. Keyah read a poem she wrote on Mental Health Awareness.

7. INSTRUCTIONAL REPORT

Dr. Tonya Allen, Executive Director of Student Supports, and Veronica Jacobson, Special Education Music Instructor, provided an interactive experience that supports Social-Emotional Learning.

8. BUSINESS SERVICES & LABOR RELATIONS REPORTS – None

Facilities Report

Financial Report

Human Resources Report

9. BOARD BUSINESS Policy Review & Revision - None

AMSD Report

Board Chair Brakke provided an update on the upcoming AMSD meeting.

Once Around the Table

Chair Report - None

10. ADJOURNMENT

Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 7:19 PM.

The next general meeting will be held on October 26, 2023, at 6:30 PM in the District Service Center Boardroom and by Teleconference.

Submitted by
Wauneen Mgeni
Secretary to the Board

Signed: Chair _____

Clerk _____

Date _____

Date _____

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

ROUTINE HUMAN RESOURCES ACTIVITIES FOR THE INTERMEDIATE DISTRICT 287 SCHOOL BOARD October 26, 2023

New Hires					
Name	Position	Department or Site	Reason for Opening	Effective Date	FTE
*Aislinn Dwyer	Principal	North Education Center	Resignation: A. Williams	08/01/2023	1.0
*Dion Cook	Student Safety Coach	North Education Center	Additional Enrollment	10/16/2023	1.0
Anna Warn	School Nurse	North Education Center	Resignation K. Nigh	09/26/2023	1.0
Sara Finstad	Innovative Instructional Coach	West Education Center	Resignation A. Eleraby	08/28/2023	1.0
Jeremiah Andersen	Educational Support Professional	North Education Center	Additional Enrollment	08/28/2023	.875
Karla Mendoza	Educational Support Professional	North Education Center	Additional Enrollment	09/12/2023	.875
Kiara Ross	Educational Support Professional	South Education Center	Additional Enrollment	08/28/2023	.875
Jasmine Franks	Educational Support Professional	South Education Center	Additional Enrollment	10/16/2023	.875
Ke'Von Nelson	Educational Support Professional	North Education Center	Additional Enrollment	10/11/2023	.875
Jesayda Wright	Educational Support Professional	North Education Center	Additional Enrollment	10/11/2023	.875
Destiny Rozier	Educational Support Professional	South Education Center	Resignation: B. Splinter	10/16/2023	.875
Sarah Brown	Educational Support Professional	Ann Bremer Education Center	Resignation: M. Quentin	10/18/2023	.875
Lisa Conlan	Administrative Support IV - 10 month	Ann Bremer Education Center	Internal Movement: N. Ecoff	10/18/2023	1.0
Ebony Turner-Lee	Administrative Support IV - 10 month	North Education Center	Internal Movement: K. Moen	10/16/2023	1.0

Alissa Movern	BVI Teacher	Itinerant Services	Additional Enrollment	08/22/2023	1.0
Candace Sanborn	School Counselor	South Education Center	Resignation M. Kammers	10/18/2023	1.0
Javonte Williams	Educational Support Professional	North Education Center	Additional Enrollment	09/25/2023	.875
Denise Feahn	Educational Support Professional	Ann Bremer Education Center	Resignation: E. Williams	09/27/2023	.875

*Current Employee

License Transitions

Name	Position	Department or Site	Licensure Area	Prior Approval Type	Current Approval Type	Effective Date
Emilia Woods	ASD Teacher	South Education Center	ASD	Tier 2 - Temporary License	Tier 4	10/06/2023
Natshall Molette	EBD Teacher	North Education Center	EBD	OFP - Special Permission	Tier 4	09/29/2023

Temporary Hiring Agreement: Assignments

Name	Position	Department or Site	Effective Date	End Date
Katharine Pitney	Interpreter Mentor	Itinerant Services	09/25/2023	11/30/2023
Brent Dysart	Social Studies Teacher	West Education Center	08/28/2023	12/20/2023

Temporary Hiring Agreement: Out of Field Permissions

Name	Position	Department or Site	Reason for Opening	Effective Date	FTE
Fully Licensed New Hires					
Melissa Casey	BVI Teacher	Itinerant Services	Temporary License	08/06/2023	1.0
Colette Devereaux	EBD Teacher	North Education Center	Temporary License	08/04/2023	1.0
Fully Licensed Current Staff					
Ryan Holmstrom	ASD Teacher	South Education Center	Temporary License	09/22/2023	1.0
Sean Burns	EBD Teacher	Ann Bremer Education Center	Temporary License	09/19/2023	1.0
Jennifer Allen	EBD Teacher	West Education Center	Temporary License	08/28/2023	1.0
Jonathan Armajani	ASD Teacher	West Education Center	Temporary License	08/28/2023	1.0

Cassandra Cook	BVI Teacher	Itinerant Services	Temporary License	08/28/2023	1.0
Meghan Fetter	ASD Teacher	South Education Center	Temporary License	08/28/2023	1.0
Laura Gritzmacher	DHH Teacher	Itinerant Services	Temporary License	08/28/2023	1.0
Anne Iniguez	Behavior Intervention Specialist	South Education Center	Temporary License	08/28/2023	1.0
Shana Jensen	EBD Teacher	South Education Center	Temporary License	08/28/2023	1.0
Jacob Kaukola	EBD Teacher	West Education Center	Temporary License	08/28/2023	1.0
Carla Knudson	ASD Teacher	Ann Bremer Education Center	Temporary License	08/28/2023	1.0
George Kroh	ASD Teacher	South Education Center	Temporary License	08/28/2023	1.0
Lindsay Noll	ASD Teacher	West Education Center	Temporary License	08/28/2023	1.0
Ryan Pederson	EBD Teacher	North Education Center	Temporary License	08/28/2023	1.0
Paul Tinerella	P/HD Teacher	Itinerant Services	Temporary License	08/28/2023	1.0
Hannah Schmoll	ASD Teacher	South Education Center	Temporary License	09/29/2023	1.0
Calie Swanson	ASD Teacher	Ann Bremer Education Center	Temporary License	08/28/2023	1.0
Tier 2 Current Staff					
Marcus Anthony	Physical Education/DAPE Teacher	North Education Center	Temporary License	08/28/2023	1.0

Temporary Hiring Agreement: Tier 1 or Tier 2 Licenses					
Name	Position	Department or Site	Reason for Opening	Effective Date	FTE
Tier 1 Hires					
Madonna Indgjer	ASD Teacher	Ann Bremer Education Center	Temporary License	09/26/2023	1.0
Katherine Zawislak	DHH Teacher	Itinerant Services	Temporary License	08/09/2023	1.0
Xianning Cui	ASD Teacher	South Education Center	Temporary License	09/28/2023	1.0
Sheryl Spradley	ASD Teacher	West Education Center	Temporary License	08/28/2023	1.0
Pamela Braun	ASD Teacher	West Education Center	Temporary License	10/16/2023	1.0
John Mueller	EBD Teacher	South Education Center	Temporary License	08/26/2023	1.0
Vitaly Star	EBD Teacher	North Education Center	Temporary License	10/10/2023	1.0
Tier 2 Hires					

Charles Buza	Social Studies Teacher	Care & Treatment Programs	Temporary License	07/21/2023	1.0
Amy Caslow	ASL Teacher	Northern Star Online	Temporary License	08/10/2023	1.0
Rebecca Korich	ASD Teacher	North Education Center	Temporary License	08/22/2023	1.0
Dawn Nelson	Medical Careers Teacher	Hennepin Technical College EPC	Temporary License	08/28/2023	1.0

Extended Leaves of Absence:					
Name	Position	Department or Site	Effective Date	End Date	FTE
Katie Kroulik	Speech Language Pathologist	Itinerant Services	08/28/2023	06/07/2024	Returning to 1.0 FTE from 9/5/23 - 6/7/24
Thomas Oswald	Educational Support Professional to accept a temporary licensed position	South Education Center	08/28/2023	06/07/2024	.875
John Mueller	Educational Support Professional to accept a temporary licensed position	South Education Center	08/28/2023	06/07/2024	.875
Rebecca Korich	Educational Support Professional to accept a temporary licensed position	North Education Center	08/28/2023	06/07/2024	.875
Madonna Indgjer	Educational Support Professional to accept a temporary licensed position	Ann Bremer Education Center	08/28/2023	06/07/2024	.875
Ryan Holmstrom	Educational Support Professional to accept a temporary licensed position	South Education Center	08/28/2023	06/07/2024	.875
Sean Burns	Educational Support Professional to accept a temporary licensed position	Ann Bremer Education Center	08/28/2023	06/07/2024	.875
Vitaly Star	Educational Support Professional to accept a temporary licensed position	North Education Center	10/02/2023	06/07/2024	.875
Hannah Schmall	Educational Support Professional to accept a temporary licensed position	South Education Center	08/28/2023	06/07/2024	.875

Separations: Dismissal			
Name	Position	Department/Site	Effective Date
Blessing Ricks	Educational Support Professional	Ann Bremer Education Center	10/04/2023

Separations: Resignation				
Name	Position	Department or Site	Reason (if internal movement)	Effective Date
David Coffey	Instructor EBD	Ann Bremer Education Center	Personal Reasons	07/27/2023
Keondre Cohen	Educational Support Professional	South Education Center	Personal Reasons	09/26/2023
Kaitlin Tran	Educational Support Professional	North Education Center	Personal Reasons	10/04/2023
Ebony Turner-Lee	Educational Support Professional	North Education Center	To accept a Local 284 Administrative Support Position	10/16/2023
Jesse Foss	Educational Support Professional	North Education Center	Personal Reasons	10/09/2023
Willie Johnson	Educational Support Professional	North Education Center	Personal Reasons	10/12/2023
Dion Cook	Educational Support Professional	North Education Center	To accept a Local 2209 Student Safety Coach Position	10/16/2023
Ashley Chum-Phan	Educational Support Professional	South Education Center	Personal Reasons	10/10/2023
Jessica Hanke	Administrative Support IV	Student Information Services Department	Personal Reasons	10/18/2023

Separations: Retirements (Regular/Disability)			
Name	Position	Department or Site	Effective Date
Vernell Brazell	Custodial Worker	Facilities	11/30/2023
Lisa Hager	Administrative Support V	District Service Center	12/05/2023

Other:

RECOMMEND the Board's approval to credit Marcus Thomas, Educational Support Professional at Ann Bremer Education Center, with three (3) days of additional sick leave. These days have been donated by the staff members listed below who have authorized the District to reduce their individual sick leave balances by one (1) day.

Gwen Tacheny	James Schmidtke	Donor Name Withheld by Request		
--------------	-----------------	--------------------------------	--	--

RECOMMEND the Board's approval to credit Jessica Hanke, Administrative Support at the District Service Center, with seven (7) days of additional sick leave. These days have been donated by the staff members listed below who have authorized the District to reduce their individual sick leave balances by one (1) day.

Karen McDonough	Donor Name Withheld by Request	Liz Rockler	Donor Name Withheld by Request	Amy Tiedens
Donor Name Withheld by Request	Kimberly Mackenzie			

RECOMMEND the Board's approval to credit Joshua Navarrete, EBD Instructor at North Education Center, with three (3) days of additional sick leave. These days have been donated by the staff members listed below who have authorized the District to reduce their individual sick leave balances by one (1) day.

Kimberly Mackenzie	Tom Ekelund	Anders Hanson		
--------------------	-------------	---------------	--	--

CONSENT AGENDA - RECOMMENDATION

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Recommendation for Board Approval of Medical Insurance Premium Rates for January 1, 2024 - December 31, 2024

October 26, 2023

Author

Stephanie Klingelhutz, Human Resources Coordinator

Background

The District will enter into a two-year self-insured contract with HealthPartners, starting January 1, 2024, and ending December 31, 2025, for third-party administration and stop-loss insurance, which was approved by the Board at its June 8, 2023 meeting. The medical insurance funding rates increased by 3.5% for the 2023 plan year. (January 1, 2023 - December 31, 2023).

Summary

The Insurance Committee, composed of representatives from all four employee groups, requests approval from the Board on the recommended medical insurance monthly premium rates for January 1, 2024 - December 31, 2024 (see below). The self-insurance plan is running very well and is meeting the budgeted projections. The recommended rates for January 1, 2024 - December 31, 2024, are based on: the previous years of claim history; the current medical claims experience; the need to ensure a consistent reserve account for payment of future claims; an increase in the specific-stop loss starting January 1, 2024 (from \$100,000 to \$150,000); and a likely increase in claims cost as a result of a planned enhancement of mental health benefits starting January 1, 2024.

Fiscal Impact

Medical Insurance		4% rate increase	
Group #3122 Medical Insurance January - December Plan Year	January 1, 2023 MONTHLY Rate	January 1, 2024 MONTHLY Rate	MONTHLY Dollar Difference
Deductible Plan Family	\$2,147.99	\$2,233.91	\$85.92
Deductible Plan Single	\$754.12	\$784.29	\$30.17

Recommendation

Approve the Insurance Committee's recommendation of a 4% increase in the medical insurance premium rates for January 1, 2024 through December 31, 2024.

CONSENT AGENDA - RECOMMENDATION

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Recommendation for Board Approval of Dental Insurance Premium Rates for January 1 - December 31, 2024

October 26, 2023

Author

Stephanie Klingelhutz, Human Resources Coordinator

Background

The District entered into a five-year self-insured contract with Delta Dental, starting January 1, 2021, and ending December 31, 2025, for administrative services, which was approved by the Board at its October 22, 2020 meeting.

Summary

The Insurance Committee, composed of representatives from all four employee groups, requests approval from the Board on the recommended dental insurance monthly premium rates for January 1 - December 31, 2024 (see below). The recommended rates are based on the current dental experience, previous years of claim history, the need to increase the District's dental reserve fund, and rising dental costs. There has not been an increase to the District's dental insurance rates in over 15 years.

Fiscal Impact

The recommendation for dental insurance is a continuation of the current premium amounts.

Dental Insurance		10% rate increase	
Group #50861 Dental Insurance January - December Plan Year	January 1, 2023 MONTHLY Rate	January 1, 2024 MONTHLY Rate	MONTHLY Dollar Difference
Family	\$90.33	\$99.36	\$9.03
Single	\$32.95	\$36.25	\$3.30

Recommendation

Approve the Insurance Committee's recommendation of a 10% increase in the premium rates for January 1, 2024 through December 31, 2024.

CONSENT AGENDA – RECOMMENDATION



Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Approval of Memorandum of Understanding related to the Joint Powers Agreement – Hennepin Technical College

October 26, 2023

Author

Mae Hawkins, Exec. Director of Business Services

Summary

The original joint powers agreement between Intermediate District 287 and Hennepin Technical College was created in 1995 when legislation was passed creating the Minnesota State College and Universities (MnSCU) as a state agency and moving the post-secondary vocational technical programs offered by District 287 at that time to MnSCU. In 2002, an amendment was done to the agreement to extend the term through June 30, 2022. In June 2022, another amendment was approved to extend the term through November 1, 2023. The proposed Memorandum of Understanding would extend the original agreement until March 1, 2024 with a plan for the parties to meet and create a new agreement during this time frame. The Joint Powers agreement defines the relationship between the two parties in their partnership to provide access to career and technical education.

Recommendation

It is recommended that the Board approves the Memorandum of Understanding to extend the term of the Joint Powers Agreement to March 1, 2024.

CONSENT AGENDA - RECOMMENDATION

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Approval of Google Workspace for Education Plus Licenses Agreement

October 26, 2023

Author

Kim Helgeson, Director of Technology and Student Information Systems

Summary

District 287 deploys Google Workspace for Education Plus Licenses to all staff and students. The District's vendor for these yearly licenses is CDW Education. Google Workspace for Education Plus provides staff and students with added Google Docs, Slides, Meet, and Classroom functionality as well as enhanced backend security and administration controls for the District.

This is a three year agreement, with yearly license terms that span two fiscal years. The initial license term is from 10/14/2023 to 10/13/2024, board approval is being requested for the entire agreement..

Recommendation

Board approval of this three year agreement through October 13, 2026 with CDW Education for an estimated annual cost of \$28,800.

CONSENT AGENDA - RECOMMENDATION

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Authorization of Issuance of Individual Procurement Cards (P-Cards)

October 26, 2023

Author

Gloria Wilder, Director of Finance
David Anderson, Sr. Finance Manager

Summary

The administration recommends the issuance of a Procurement Card to the following employees, per Minnesota Statute 123B.02, subd 23:

Cynthia Vue	Special Ed/MA Billing Admin Support	DSC
-------------	-------------------------------------	-----

With this addition, the district will have 56 active p-cards.

Recommendation

Approve and Authorize Issuance of Individual Procurement Cards (P-Cards).

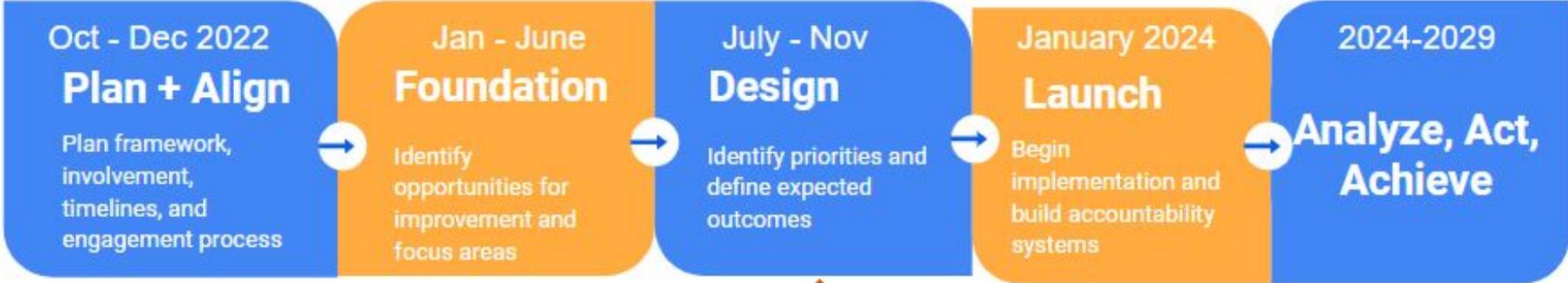


School Board meeting

Strategic Planning Update

October 26, 2023

Timeline



Themes



Achieving Academic Success



- Students meet their individualized academic goals.
- Staff demonstrate the knowledge and skills to provide a culturally responsive education.
- Families/caregivers are empowered through collaborative partnerships and resources to support students in reaching their academic goals.

Cultivating Equity and Inclusion



- Students have equitable access to educational opportunities and resources within District 287.
- Staff create a district culture that celebrates diversity and advances inclusion.
- Families/caregivers feel welcomed, heard and valued in our district.

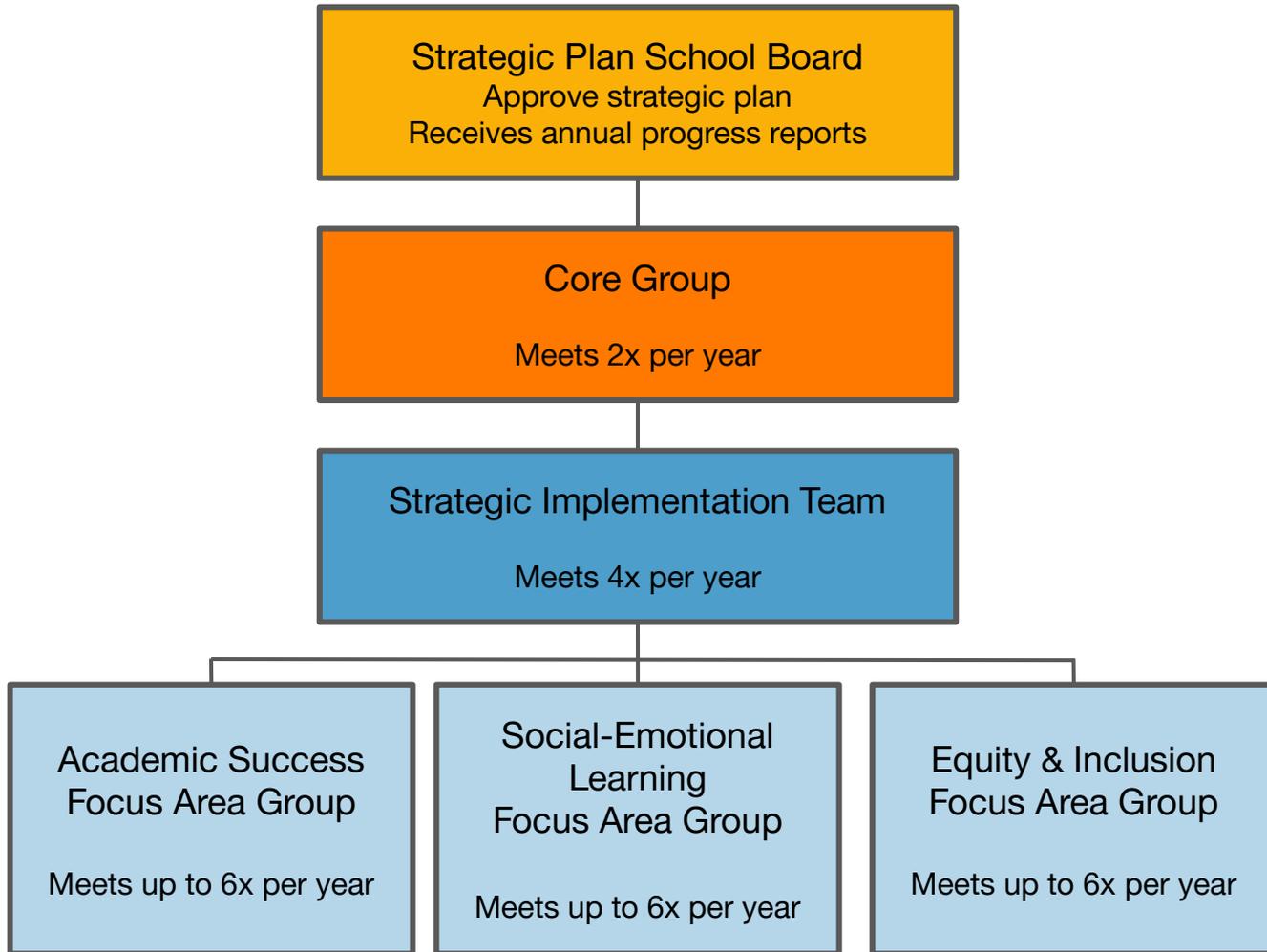
Promoting Social-Emotional Learning (SEL)



- Students thrive emotionally and socially.
- Staff cultivate a positive, safe, and healing learning environment for each other and students.
- Families/caregivers are empowered through collaborative partnerships and resources to support students in reaching their social-emotional goals.

Themes





Process

- Met with parent/ caregiver focus group to discuss values, beliefs, and goals
- Met with student focus group to discuss values, beliefs, and goals
- Started Focus Area groups to:
 - Review parent/ caregiver and student input
 - Revising values and beliefs
 - Started Drafting goals for
 - January 2024- June 2024
 - July 2024 - June 2025

Next Steps

- **November 9th - School Board Meeting**
 - Board will review the drafted goals.

- **December 14th - School Board Meeting**
 - Board will review final Strategic Plan and determine approval.



Questions?



2023-24 Facilities Department Annual Board Report

October 26, 2023

Learning Intentions

- 1) The Board will have a better understanding of:
 - a) Building Projects
 - b) LTFM Bond Projects
 - c) Solar Systems Update
 - d) Projects planned for Summers 2024 & 2025
- 2) Strategic Priorities work of the Facilities Department

District Service Center

LTFM

Bond

BEFORE

Boiler Replacement



District Service Center

LTFM

Bond

AFTER

Boiler Replacement



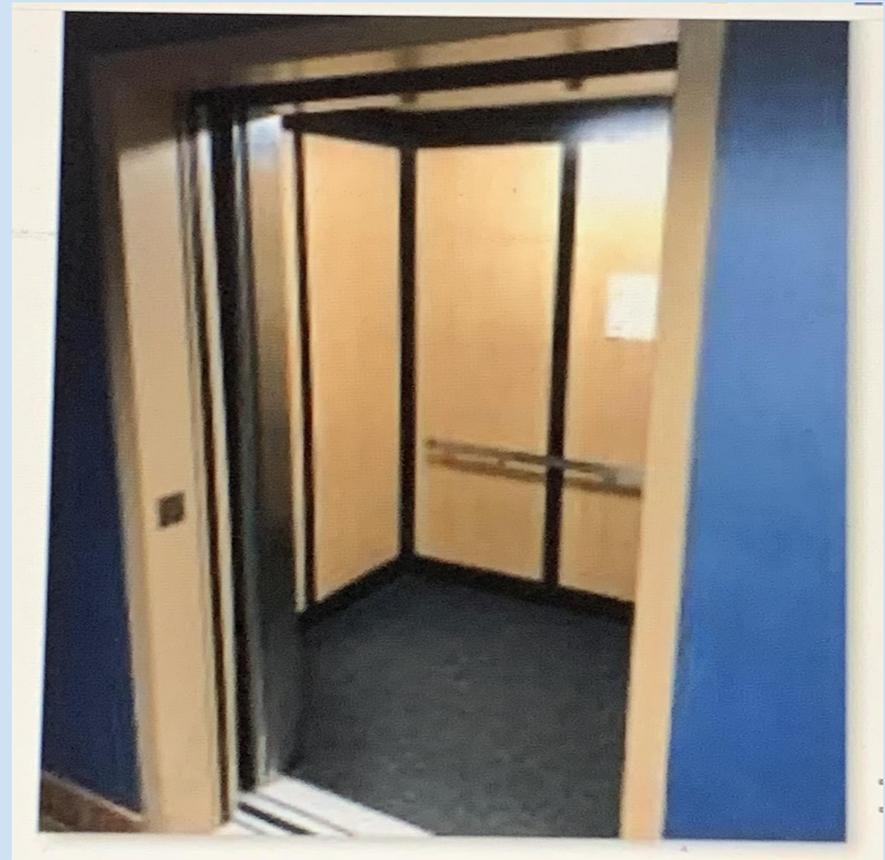
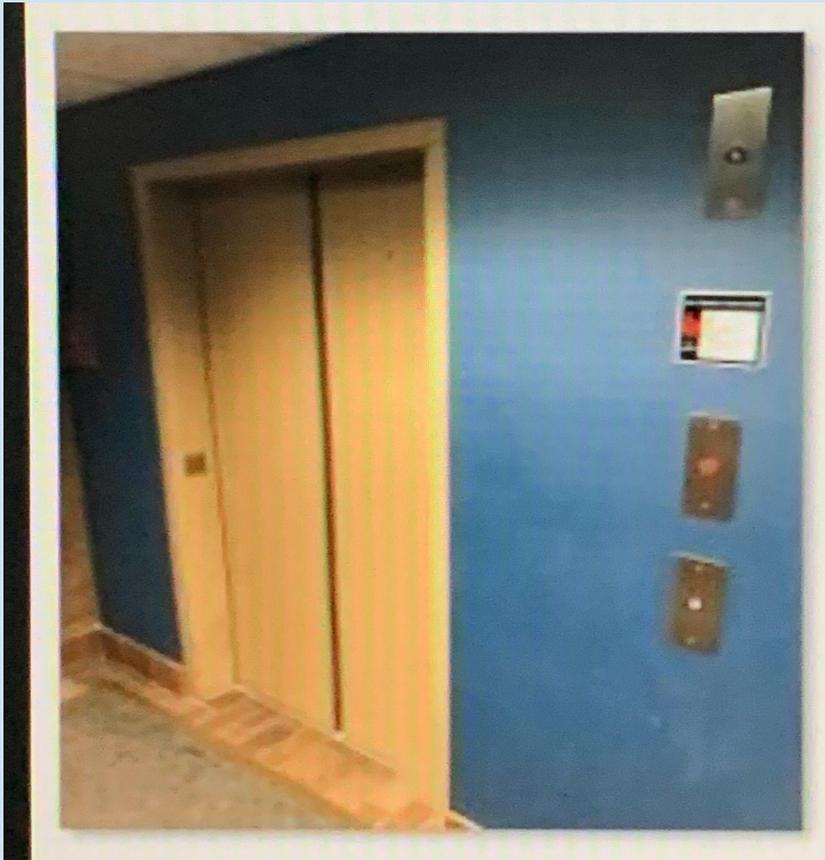
District Service Center

LTFM

Bond

BEFORE

Elevator System Upgrade



District Service Center

LTFM

Bond

AFTER

Elevator System Upgrade

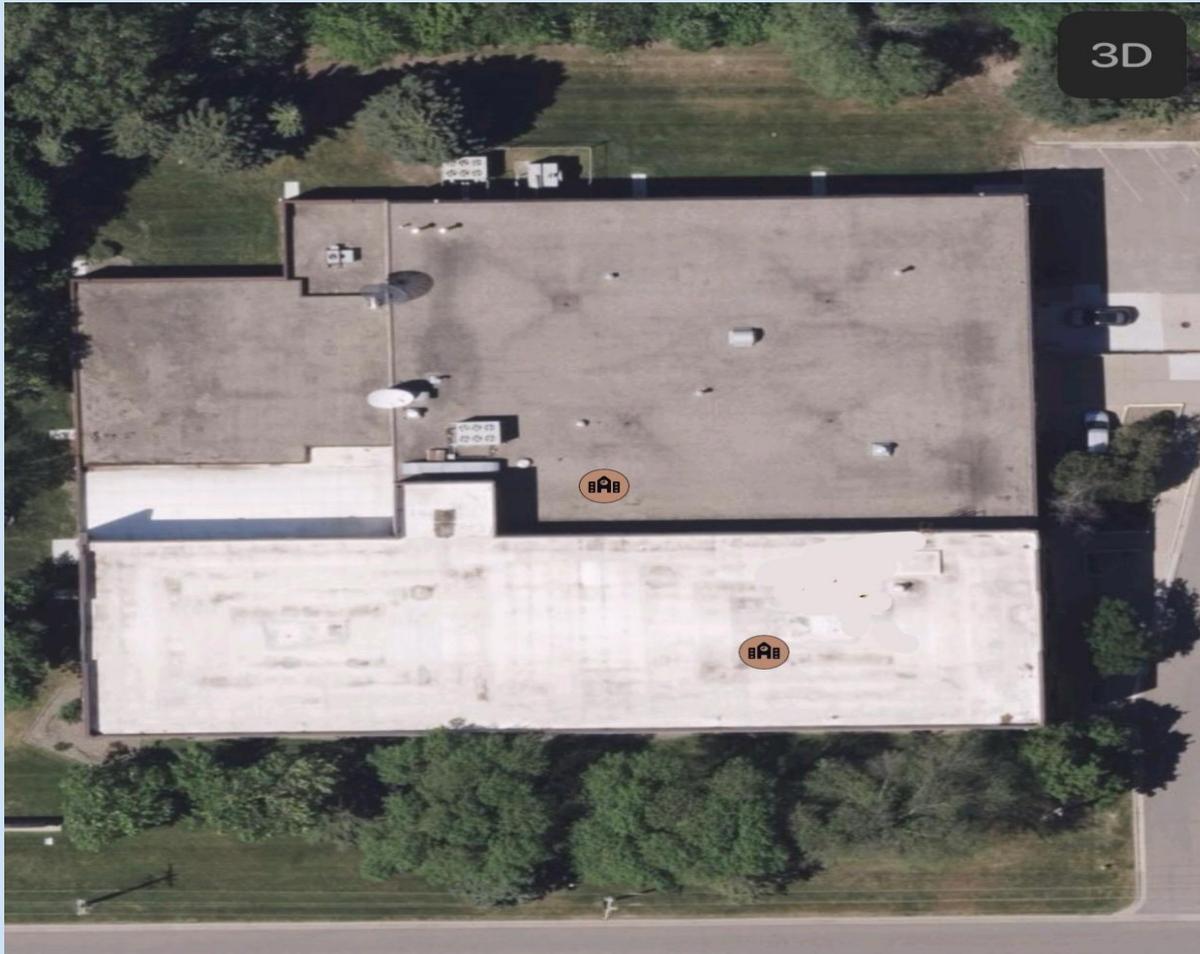


District Service Center

LTFM
Bond

BEFORE

Roofing/Wall Project



District Service Center

LTFM
Bond

AFTER

Roofing/Wall Project



South Education Center

BEFORE SEC A-Wing Kitchen Remodel



South Education Center

AFTER

SEC A-Wing Kitchen Remodel

Center Wall & Cabinets removed and swing added

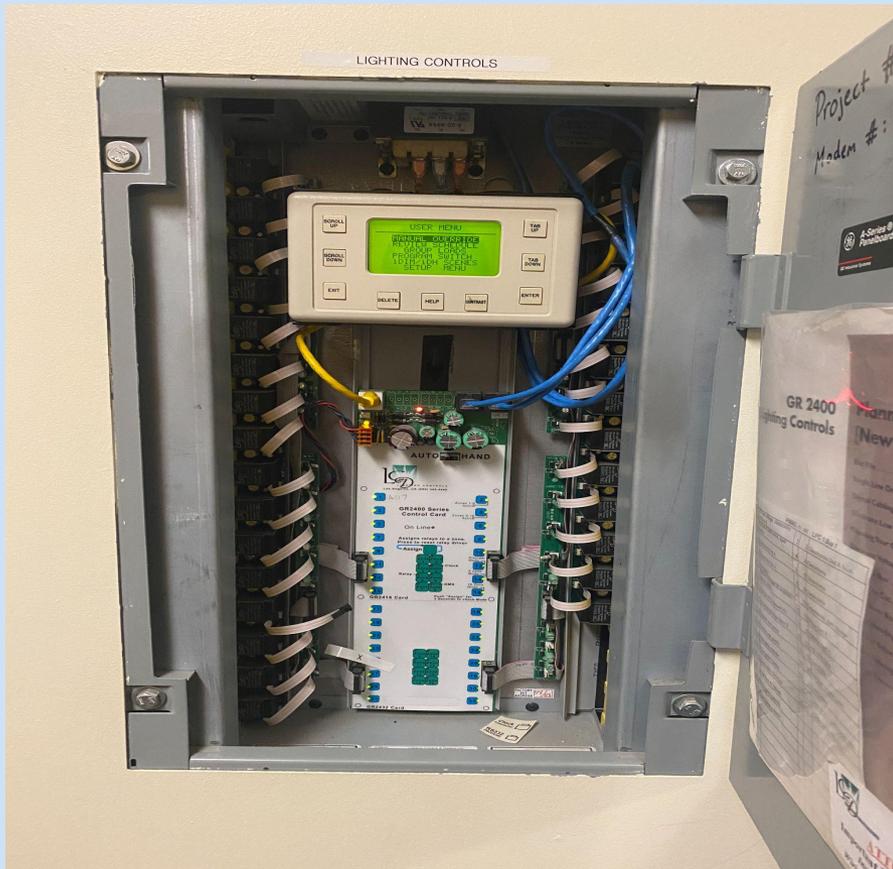


South Education Center

LTFM

Bond

BEFORE Lighting System Replacement



South Education Center

LTFM
Bond

AFTER

Lighting System Replacement



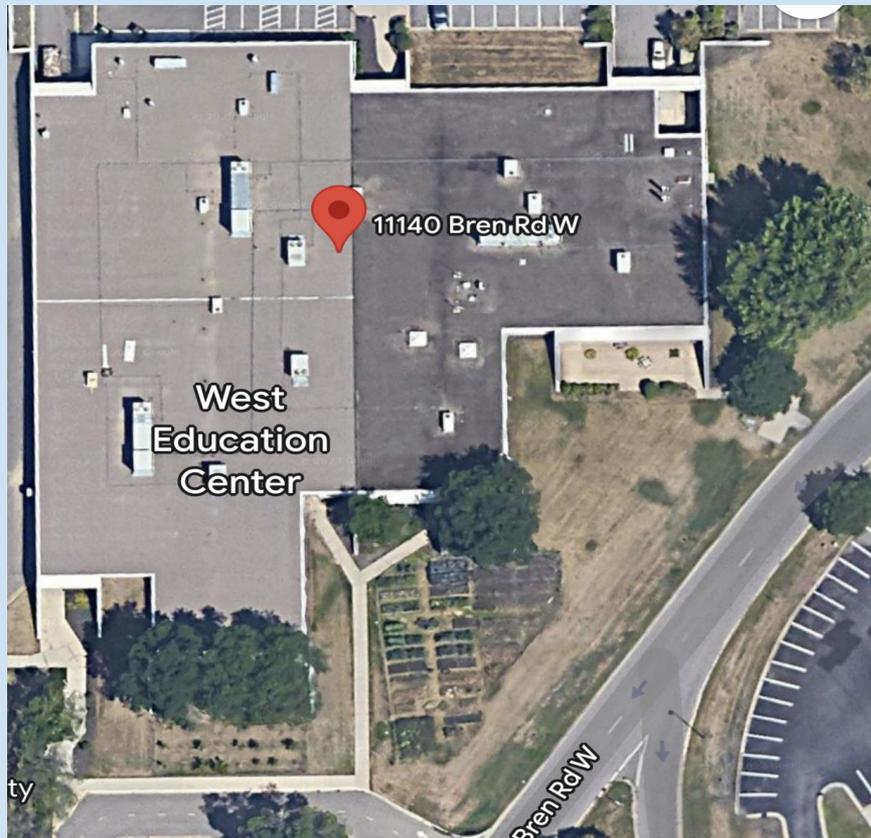
West Education Center

LTFM

Bond

BEFORE

Phase II Roofing Project



West Education Center

LTFM

Bond

AFTER

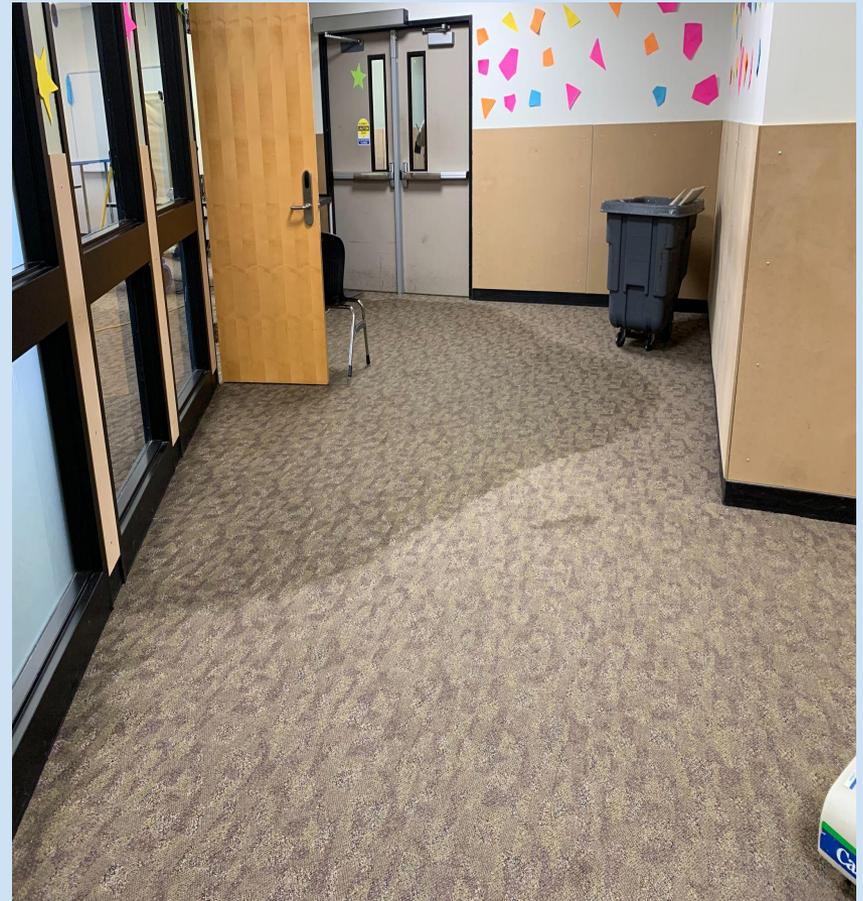
Phase II Roofing Project



West Education Center

BEFORE

WEC Water Damage



West Education Center

AFTER

WEC Water Damage



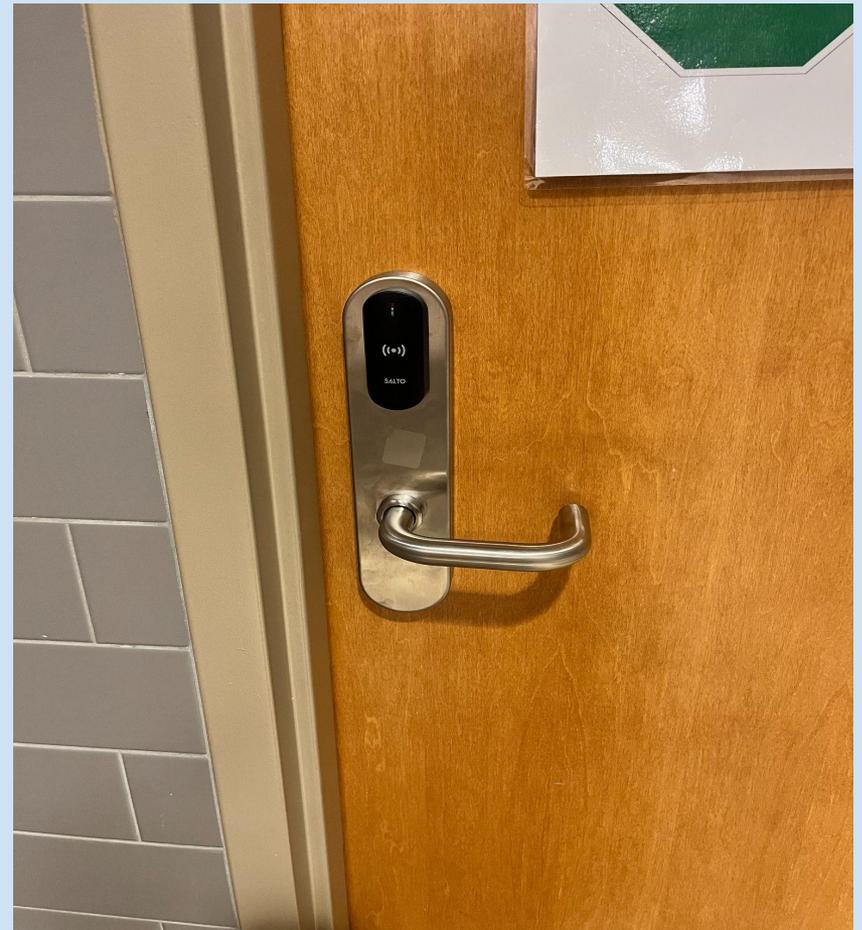
North Education Center

Repurposed DIRTT wall doors



Ann Bremer Education Center

BEFORE - Bathroom Locks - Key Card Access - AFTER



Ann Bremer Education Center

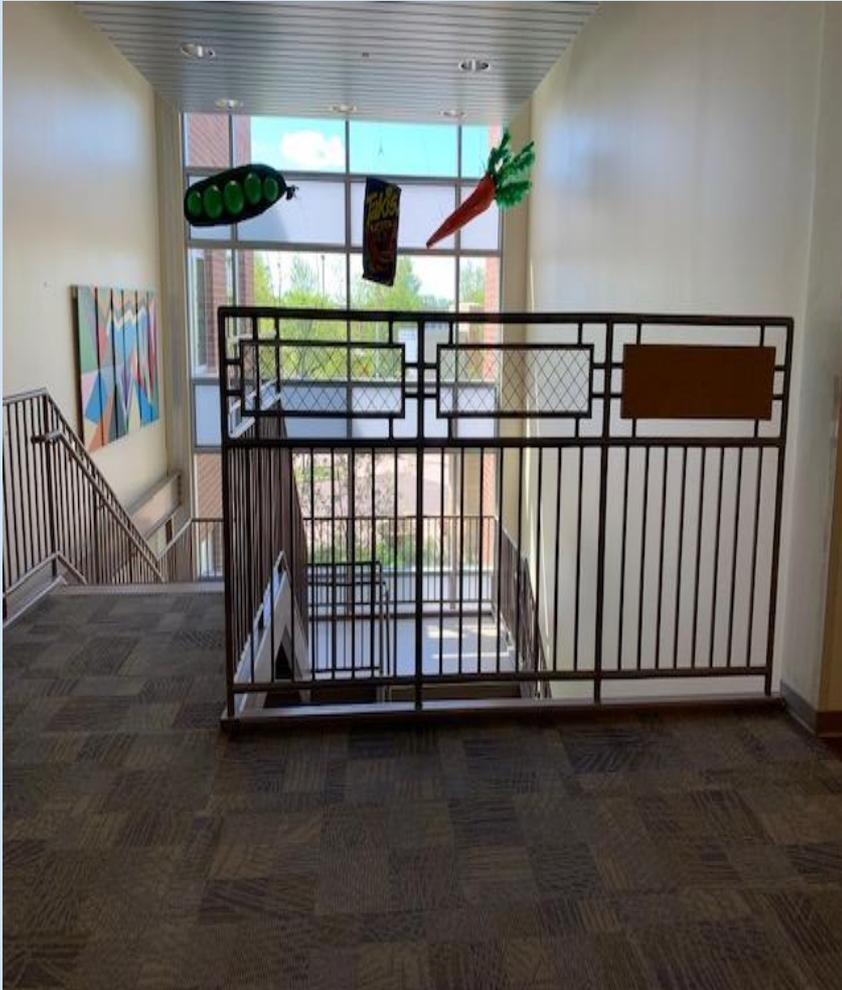
AFTER

New Kiln in Art Room



SEC/NEC - Stairway Enclosure

BEFORE



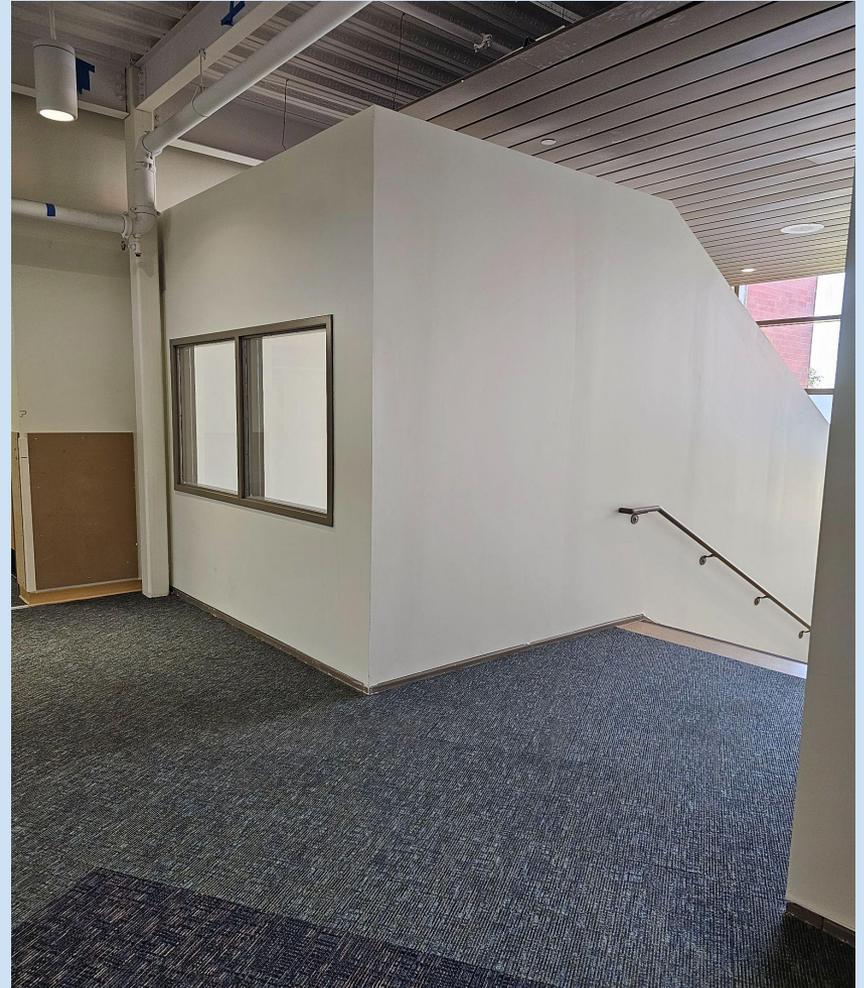
SEC - Stairway Enclosure

AFTER



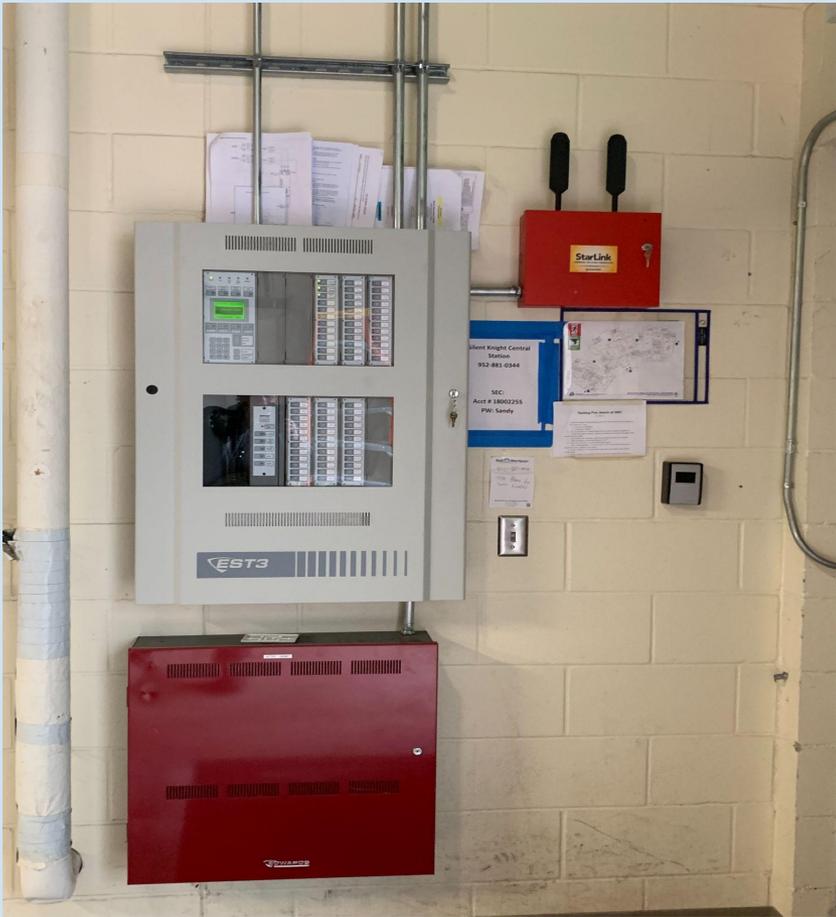
NEC - Stairway Enclosure

AFTER



South and West Education Centers

SEC/WEC Fire System Replacements



District Wide - Solar Update

District Service Center



District Service Center Solar System

- Capacity to generate 37.6% of the electricity used at the DSC.
- Year 1 energy savings -\$4,625
- Cumulative 25 year projected energy savings - \$266,782
- Produces 119,925 kh in year 1
 - 85 tons CO₂ avoided
 - Equivalent to growing 1,405 trees for 10 yrs

District Wide - Solar Update

Ann Bremer Education Center



Ann Bremer Education Center Solar System

- Capacity to generate 99.7% of the electricity used at ABEC
- Year 1 energy savings -\$15,946
- Cumulative 25 year projected energy savings - \$918,698
- Produces 415,586 kh in year 1
 - 295 tons CO2 avoided
 - Equivalent to growing 4,870 trees for 10 yrs

District Wide - Solar Update

North Education Center



North Education Center Solar System

- Capacity to generate 33.7% of the electricity used at NEC
- Year 1 energy savings -\$18,710
- Cumulative 25 year projected energy savings - \$1,066,054
- Produces 472,849 kh in year 1
 - 335 tons CO₂ avoided
 - Equivalent to growing 5,541 trees for 10 yrs

Districtwide Totals Solar System

- Year 1 energy savings -\$39,281
- Cumulative 25 year projected energy savings - \$2,251,534
- Produces 1,008,360 kh in year 1
 - 715 tons CO2 avoided
 - Equivalent to growing 11,816 trees for 10 yrs

Future Planned Projects - LTFM Bond

Projects scheduled for Year 2:

- SEC Partial Roof Replacement
- NEC Boiler Replacements

Projects scheduled for Years 2 & 3:

- ABEC HVAC Replacements
- SEC HVAC System Repairs
- WEC HVAC Replacements

Projects scheduled for Year 3:

- SEC Parking Lot
- ABEC Tunnel Encapsulation

Strategic Priorities

Facilities Team

- **Student Outcomes/Employee Wellness**
 - Clean well maintained buildings linked to feelings of safety
 - Studies show well maintained facilities lead to increased attendance of both students and staff and school pride
- Implementation of new work order system to improve equitable access to resources

Strategic Priorities

Facilities and Food Services Staff Racial Equity

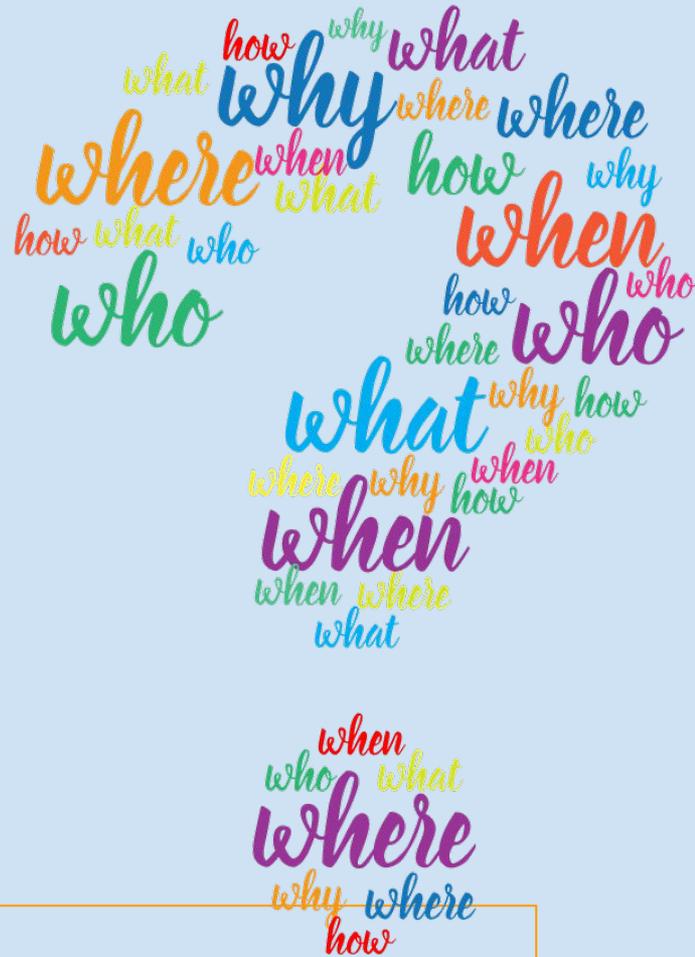
- Racial Equity
 - Monthly meetings started August 2021
 - Staff participated in monthly professional learning activities/meetings for the 2021-22 and 2022-23 school years
 - Staff have the opportunity to join school site equity teams in 2023-24
- Ongoing Professional Development on racial equity
-

A BIG THANK YOU TO OUR GREAT
FACILITIES TEAM!

Thank You



Thank you School Board!



Questions



September 2023 Financials Monthly Board Report

October 26, 2023



Revenues & Expenditures - September 2023

Revenues*	
Total	\$35,428,894
% Of Budget	29.7%
Compare to 2 Prior Years	Slightly Below 

Expenditures*	
Total	\$17,047,498
% Of Budget	14.4%
Compare to 2 Prior Years	Slightly Below 

* Without Construction Funds

Investments



Regular Investments

Prior Month Total	\$11,492,074
Interest/Dividend Earned	258,401
Added to Investments	14,000,000
Sept End Total	\$25,750,474

LTFM Construction Investments

Prior Month Total	\$4,377,911
Interest Earned	5,614
Construction Draws	64,403
Sept End Total	\$4,319,122

Disbursements & Donations

Disbursements

Accounts Payable	\$4,524,990
Payroll	2,918,372
Total Disbursements	\$7,443,362



Donations

- Lumber for picnic table – HTC
- Gift card – HTC
- \$500.00 - WALT



Questions
Questions

**INTERMEDIATE DISTRICT 287
PLYMOUTH, MINNESOTA
BOARD OF EDUCATION**



Regular Meeting – October 26, 2023

AGENDA SECTION: BUSINESS SERVICES REPORT

ITEM: Approval of Routine Monthly Finance Report

PRESENTED BY: Mae Hawkins, Executive Director of Business Services

1. Background Information

The September Budget vs. Actual Reports are presented for Board information and review. These reports indicate that year-to-date revenue in all funds (excluding Funds 06 & 11) total \$35,428,894, or 29.7% of the Revenue Budget of \$119,404,332. Including Funds 06 & 11 year-to-date revenue in all funds total \$35,461,619, or 29.7% of the Revenue Budget of \$119,459,332.

Year-to-date expenditures in all funds (excluding Funds 06 & 11) total \$17,047,498, or 14.4% of the Expenditure Budget of \$118,278,996. Including Funds 06 & 11 year-to-date expenditures in all funds total \$16,851,931, or 14.1% of the Expenditure Budget of \$119,473,327.

The amounts shown for 2022-23 are as of the end of the fiscal year at June 30th, and are preliminary at this point. They reflect the normal month end which is basically on a cash basis without accrual entries. Numerous receivables and payables are calculated after year-end, and these amounts will continue to change up to and through the audit process.

DDA
Attachments

2. Fiscal Impact/Funding Source: None

3. RECOMMENDED ACTION: The Board approve the Finance & Donation Reports items as presented.

Motion by: _____ Yes ____ Passed ____

Second by: _____ Yes ____ Failed ____

Abstentions: _____

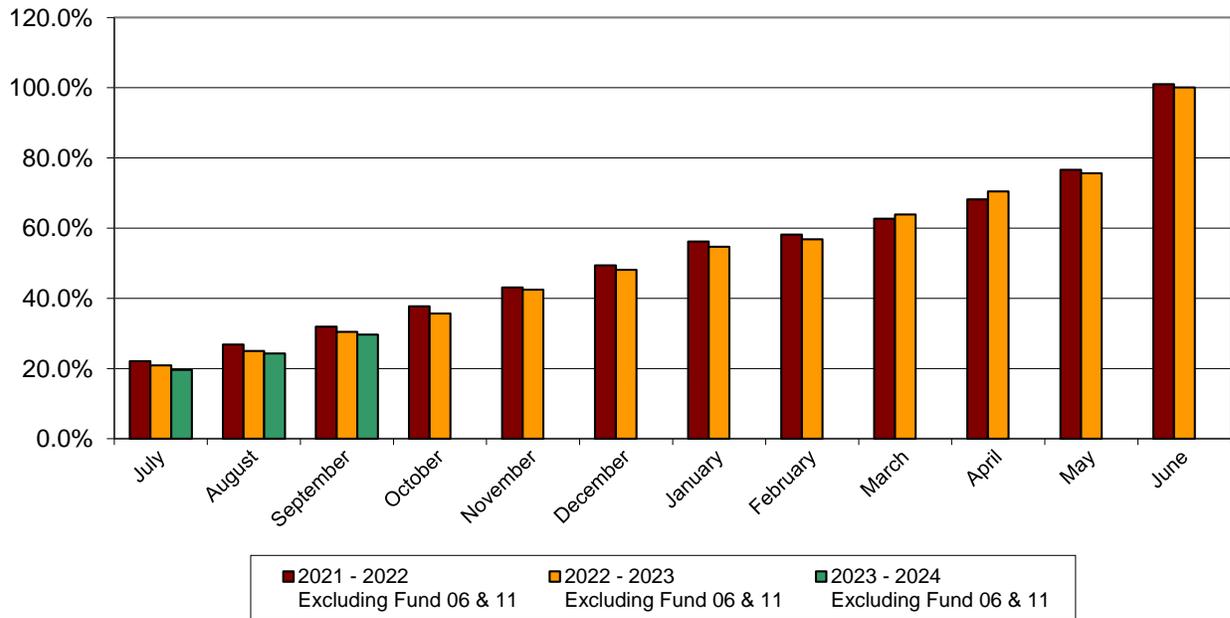
DISTRICT 287
REVENUE COMPARISON

Month	2021 - 2022		2022 - 2023		2023 - 2024		2023 - 2024	
	Excluding Fund 06 & 11		Excluding Fund 06 & 11		Excluding Fund 06 & 11		Including Fund 06 & 11	
	\$	%	\$	%	\$	%	\$	%
July	23,731,333	22.1%	23,192,942	20.9%	23,454,555	19.6% ²	23,464,011	19.6%
August	5,084,693	26.8%	4,486,051	25.0%	5,555,759	24.3% ²	5,573,415	24.3%
September	5,527,550	32.0%	6,032,596	30.4%	6,418,580	29.7% ²	6,424,193	29.7%
October	6,233,283	37.8%	5,841,372	35.7%				
November	5,744,399	43.1%	7,490,646	42.4% ¹				
December	6,751,237	49.4%	6,260,247	48.1% ¹				
January	7,295,217	56.2%	7,338,783	54.7% ¹				
February	2,102,436	58.1%	2,303,833	56.8% ¹				
March	4,917,443	62.7%	7,885,058	63.9% ¹				
April	5,872,931	68.2%	7,250,156	70.4% ¹				
May	9,107,048	76.6%	5,714,807	75.6% ¹				
June	26,193,462	101.0%	27,134,282	100.1% ¹				
TOTAL	108,561,032	101.0%	110,930,774	100.1%	35,428,894	29.7%	35,461,619	29.7%
BUDGET	107,471,010		110,842,085 ¹		119,404,332 ²		119,459,332	

¹ excludes Funds 06 & 11 budgeted revenue of \$4,734,553

² excludes Funds 06 & 11 budgeted revenue of \$55,000

REVENUE COMPARISON - ALL FUNDS
YTD REVENUE BY MONTH
(excluding Fund 06 & 11)



Board- Revenue/Expense Summary by Fund Report

September 2023-2024

Intermediate District No. 287

Revenue Fund	Prior YE Act	Budget	MTD Activity	YTD Activity	% Used	YTD Unrealized
01 - GENERAL FUND	16,594,878.91	17,634,728.00	388,343.06	4,093,406.05	23.21%	13,541,321.95
02 - FOOD SERVICE FUND	843,993.00	1,027,924.00	524.20	21,188.03	2.06%	1,006,735.97
04 - COMMUNITY SERVICE FUND	0.00	0.00	0.00	0.00		0.00
06 - BUILDING CONSTRUCTION FUND	0.00	0.00	0.00	0.00		0.00
07 - DEBT SERVICE FUND	8,727,596.68	8,924,990.00	111,981.16	4,993,391.74	55.95%	3,931,598.26
08 - TRUST FUND	0.00	0.00	0.00	0.00		0.00
10 - SCHOLARSHIP FUND	2,858.84	110.00	0.00	0.00	0.00%	110.00
11 - LTFM BOND FUND	4,728,829.75	55,000.00	5,613.71	32,725.43	59.50%	22,274.57
12 - ALC - ACADEMIC FUND	11,042,500.82	11,850,261.00	17,550.66	2,431,620.88	20.52%	9,418,640.12
13 - CAREER & TECH FUND	1,711,624.95	1,794,109.00	0.00	976,703.81	54.44%	817,405.19
14 - SPECIAL EDUCATION FUND	58,172,477.16	64,314,918.00	4,572,585.27	20,154,567.97	31.34%	44,160,350.03
20 - INTERNAL SERVICE FUND	612,445.43	619,000.00	58,028.58	84,964.29	13.73%	534,035.71
21 - SELF HEALTH INSURANCE FUND	13,199,338.39	13,225,000.00	1,268,286.59	2,671,705.44	20.20%	10,553,294.56
51 - STUDENT CLUB FUND	23,059.36	13,292.00	1,280.00	1,345.45	10.12%	11,946.55
Total Revenue	115,659,603.29	119,459,332.00	6,424,193.23	35,461,619.09	29.69%	83,997,712.91

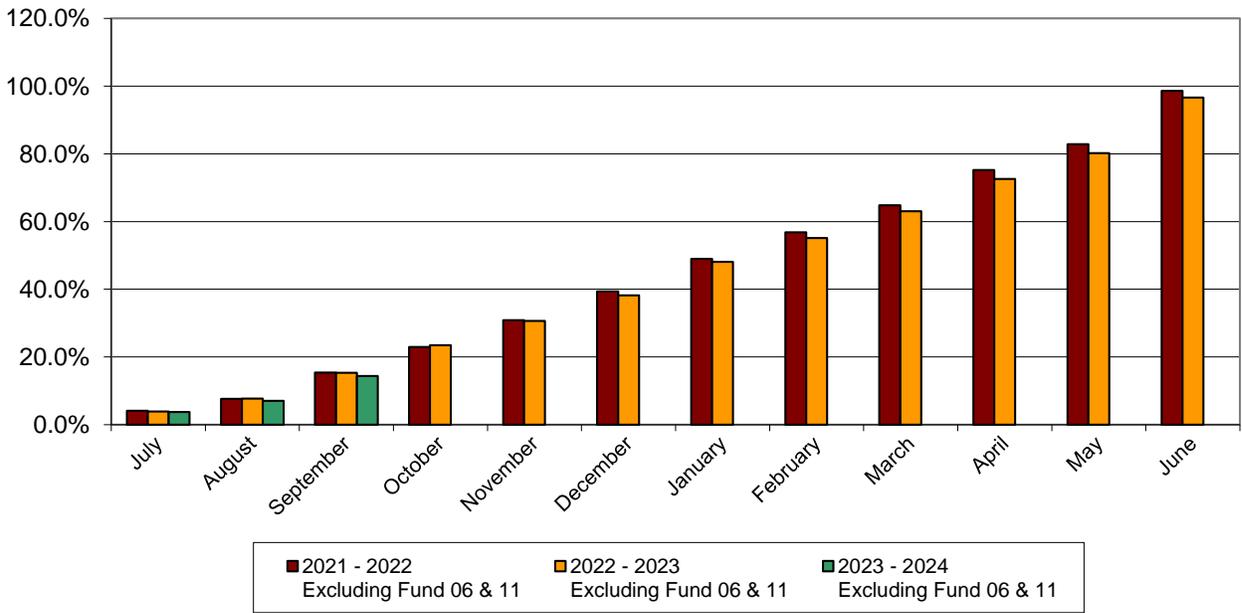
DISTRICT 287
EXPENDITURE COMPARISON

Month	2021 - 2022		2022 - 2023		2023 - 2024		2023 - 2024	
	Excluding Fund 06 & 11		Excluding Fund 06 & 11		Excluding Fund 06 & 11		Including Fund 06 & 11	
	\$	%	\$	%	\$	%	\$	%
	Amount	of Budget	Amount	of Budget	Amount	of Budget	Amount	of Budget
July	4,493,228	4.1%	4,329,606	3.9%	4,424,027	3.7% ²	4,416,059	3.7%
August	3,753,484	7.6%	4,135,827	7.7%	3,954,604	7.1% ²	3,981,431	7.0%
September	8,447,438	15.4%	8,396,694	15.3%	8,668,867	14.4% ²	8,454,442	14.1%
October	8,194,961	23.0%	9,015,517	23.5%		²		
November	8,523,649	30.8%	7,908,978	30.7% ¹		²		
December	9,205,713	39.3%	8,310,856	38.2% ¹		²		
January	10,442,639	49.0%	10,876,386	48.1% ¹		²		
February	8,521,055	56.8%	7,802,263	55.2% ¹		²		
March	8,658,724	64.8%	8,659,691	63.0% ¹		²		
April	11,213,173	75.2%	10,529,808	72.6% ¹		²		
May	8,326,109	82.9%	8,408,779	80.2% ¹		²		
June	17,002,499	98.6%	18,041,489	96.6% ¹		²		
TOTAL	106,782,671	98.6%	106,415,894	96.6%	17,047,498	14.4%	16,851,931	14.1%
BUDGET	108,331,213		110,162,497 ¹		118,278,996 ²		119,473,327	

¹ excludes Funds 06 & 11 budgeted expenditures of \$346,290

² excludes Funds 06 & 11 budgeted expenditures of \$1,194,331

EXPENDITURE COMPARISON - ALL FUNDS
YTD EXPENDITURES BY MONTH
(excluding Fund 06 & 11)



_Board- Revenue/Expense Summary by Fund Report

September 2023-2024

Intermediate District No. 287

Expenditure Fund	Prior YE Act	Budget	MTD Activity	YTD Activity	% Used	YTD Unrealized
01 - GENERAL FUND	17,302,720.85	17,869,204.00	1,629,242.15	4,537,512.46	25.39%	13,331,691.54
02 - FOOD SERVICE FUND	843,993.00	1,027,924.00	80,815.49	152,174.11	14.80%	875,749.89
04 - COMMUNITY SERVICE FUND	0.00	0.00	0.00	0.00		0.00
06 - BUILDING CONSTRUCTION FUND	0.00	0.00	0.00	0.00		0.00
07 - DEBT SERVICE FUND	6,663,975.63	6,899,133.00	500.00	1,213,737.25	17.59%	5,685,395.75
08 - TRUST FUND	0.00	0.00	0.00	0.00		0.00
09 - AGENCY FUND	0.00	0.00	0.00	0.00		0.00
10 - SCHOLARSHIP FUND	924.77	7,956.00	0.00	0.00	0.00%	7,956.00
11 - LTFM BOND FUND	901,587.81	1,194,331.00	-214,425.40	-195,566.95	-16.37%	1,389,897.95
12 - ALC - ACADEMIC FUND	11,091,023.89	12,022,196.00	1,007,016.24	2,036,263.62	16.94%	9,985,932.38
13 - CAREER & TECH FUND	1,796,507.00	2,025,332.00	182,293.93	232,521.89	11.48%	1,792,810.11
14 - SPECIAL EDUCATION FUND	56,771,373.61	64,447,034.00	4,923,744.53	6,824,558.91	10.59%	57,622,475.09
20 - INTERNAL SERVICE FUND	663,517.07	743,250.00	75,188.55	112,804.61	15.18%	630,445.39
21 - SELF HEALTH INSURANCE FUND	11,252,097.47	13,220,000.00	764,905.94	1,929,523.60	14.60%	11,290,476.40
51 - STUDENT CLUB FUND	29,760.78	16,967.00	5,160.17	8,401.95	49.52%	8,565.05
Total Expenses	107,317,481.88	119,473,327.00	8,454,441.60	16,851,931.45	14.11%	102,621,395.55

Intermediate District 287

Responsive. Innovative. Solutions.

INTER-OFFICE MEMORANDUM

DATE: **October 17, 2023**

TO: Members of the School Board

FROM: Mae L. Hawkins, Executive Director of Business Services

RE: **Cash Report - September** Claims, Payroll, Receipts, and Investments

A. Recommendation: Request the Board approve payment of the items listed below:

1. A/P payments for: Sept 2023	Totaling	\$	<u>4,524,990.32</u>
a) Check #'s 112848 - 113017			
and Wire Transfers - #'s 4000001631, 4000001633 - 4000001657, 9000004912 - 9000005029			
2. Bond payments for: Sept 2023	Totaling	\$	<u>-</u>
a) Wire Transfers - #'s			
3. Payroll payments for: Sept 2023	Totaling	\$	<u>2,918,371.55</u>
a) Check #'s			
b) Direct Deposit #'s 9000117651 - 9000119341			
4. Receipts for: Sept 2023	Totaling	\$	<u>11,102,588.06</u>
a) Receipt #'s 20240223 - 20240412			
5. Invest. at end of mo. Sept 2023			
a) Fund 01 - General Fund	\$		25,750,474.43
c) Fund 11 - 2022A LTFM Bond (Construction Costs)	\$		4,319,121.87
	\$		<u>30,069,596.30</u>

This report has been prepared under the direction of Dave Anderson and is presented for approval by the School Board. Dave and I would be glad to answer any questions.

INTERMEDIATE DISTRICT 287
INVESTMENTS ON HAND
SEPTEMBER 2023

#01-104-00 - Investments (General)

INSTITUTION	RATE OF RETURN (%)	DATE	ACTIVITY	AMOUNT INVESTED
PMA - MNTrust IS Account Balance	5.286			7,117.60
PMA - MNTrust Savings Deposit Account - Bell Bank	5.370			2,252,680.64
PMA - MNTrust Savings Dep. Acct. - Nexbank, SSB - ICS	5.370			19,686,126.19
PMA - MNTrust Term Series - DMB Community Bank, WI	5.391			240,200.00
PMA - MNTrust Term Series - First National Bank, ME	5.387			240,200.00
PMA - MNTrust Term Series - Cornerstone Banke, NE	5.391			240,000.00
PMA - MNTrust Term Series - Farmers & Merchants Union Bank,	5.384			240,100.00
PMA - MNTrust Term Series - ServisFirst Bank, FL	5.369			237,100.00
PMA - MNTrust Term Series - 5Star Bank, CO	5.399			237,050.00
PMA - MNTrust Term Series - EagleBank, VA	5.379			237,050.00
PMA - MNTrust Term Series - Western Alliance Bank, CA	5.366			237,050.00
PMA - MNTrust Term Series - Preferred Bank, NY	5.382			237,100.00
PMA - MNTrust Term Series - American Plus Bank, N.A., CA	5.390			237,050.00
PMA - MNTrust Term Series - Pacific National Bank, FL	5.362			237,100.00
PMA - MNTrust Term Series - Farmers Ins Group Fed Credit Unio	5.390			237,050.00
PMA - MNTrust Term Series - Modern Bank, National Assn, NY	5.482			236,900.00
PMA - MNTrust Term Series - Latino Community Credit Union, N	5.539			236,750.00
PMA - MNTrust Term Series - First Central Credit Union, TX	5.425			237,000.00
PMA - MNTrust Term Series - Greenstate Credit Union, IA	5.499			236,850.00
Total PMA - MNTrust Investments on Books				<u><u>25,750,474.43</u></u>

ACTIVITY DETAIL:

Investments on our Book at End of Prior Month	11,492,073.78
Current Month Activity	
Deposits	14,000,000.00
Withdrawals	-
Interest Earned - Recorded	251,283.05
Dividends Earned	7,117.60
Interest/Dividends Earned - To Be Recorded in Next Month	-
Total Investments at End of Month & Un-recorded Interest	<u><u>25,750,474.43</u></u>

#11-104-00 - Investments (2022A LTFM Bond - Construction Costs)

INSTITUTION	RATE OF RETURN (%)	DATE	ACTIVITY	AMOUNT INVESTED
PMA - MNTrust IS Account Balance	5.286			1,261,198.90
PMA - MNTrust CD Account Balance	4.059-4.718			1,621,400.00
PMA - MNTrust SEC Account Balance	4.001-4.376			1,436,522.97
Total PMA - MNTrust Investments on Books for Fund 11				<u><u>4,319,121.87</u></u>

ACTIVITY DETAIL:

Investments on our Book at End of Prior Month	4,377,911.44
Current Month Activity:	
Deposits	
Distributions/Repemptions	(64,403.28)
Interest/Dividends/Purchases Earned - Recorded	5,613.71
Adjustments - move funds not used for closing costs to construction (from Fund 07)	
Interest/Dividends Earned - To Be Recorded in Next Month	
Total Investments at End of Month & Un-recorded Interest	<u><u>4,319,121.87</u></u>

Total 2022A LTFM Investments (Fund 11) at End of Month

4,319,121.87

INTERMEDIATE DISTRICT 287
 INVESTMENT ACTIVITY - 2022A LTFM BOND
 September 2023

Investments (2022A LTFM Bond - Construction Costs) - MNTrust

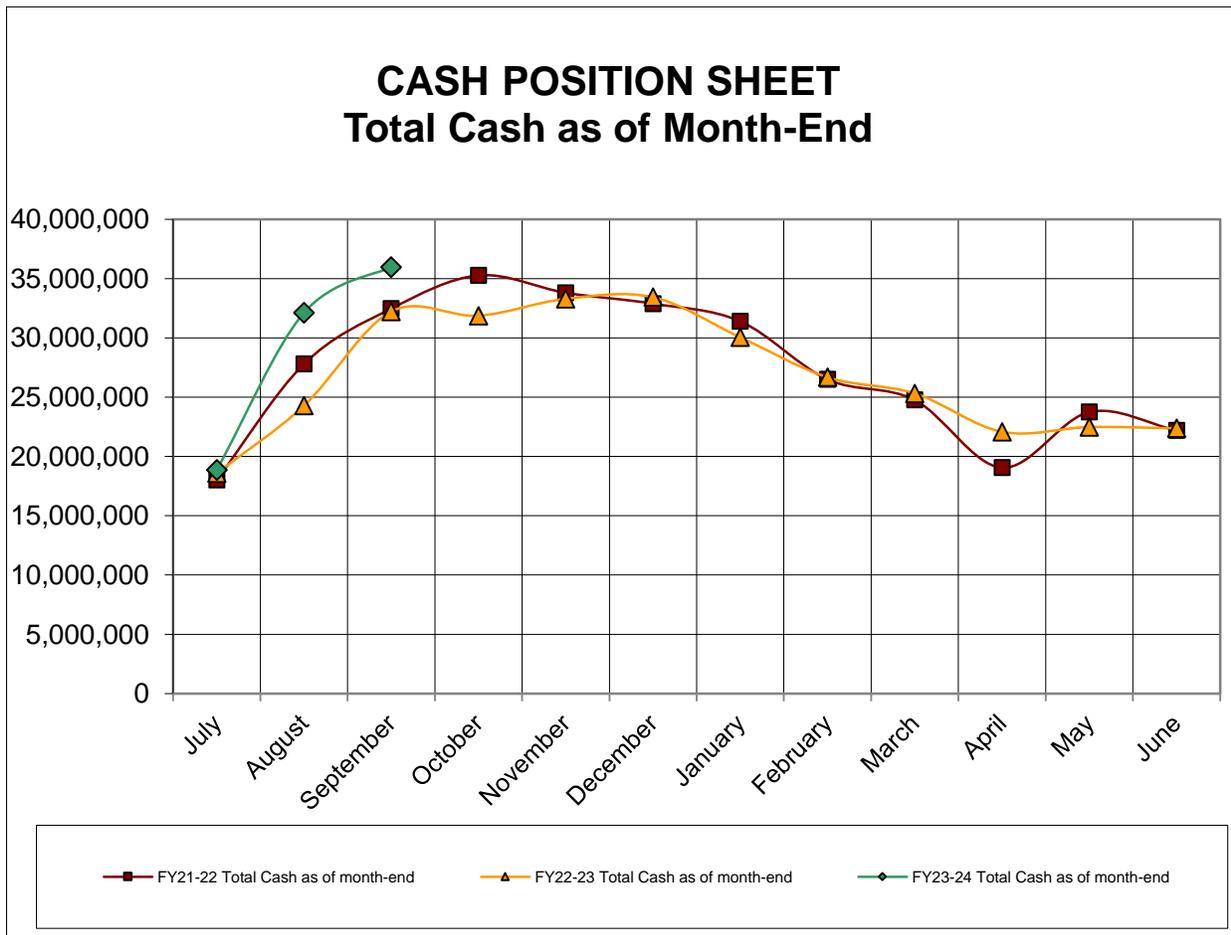
MONTH POSTED	DATE	DESCRIPTION	AMOUNT
Nov-22	11/22/22	Proceeds from 2022A LTFM Bond	4,740,596.00
Nov-22	11/30/22	Interest/Dividends	4,282.32
Dec-22	12/30/22	Distributions/Construction Draws	-45,645.18
Jan-23	01/01/23	Interest/Dividends	687.30
Feb-23	02/07/23	Distributions/Construction Draws	-15,000.00
Feb-23	02/28/23	Interest/Dividends (for Jan & Feb '23)	19,146.93
Mar-23	03/31/23	Interest/Dividends (for Mar '23)	5,534.59
Apr-23	04/28/23	Distributions/Construction Draws	-165,570.33
Apr-23	04/30/23	Interest/Dividends (for Apr '23)	5,018.40
May-23	05/31/23	Distributions/Construction Draws	-39,431.25
May-23	05/31/23	Interest/Dividends (for May '23)	5,132.72
Jun-23	06/30/23	Interest/Dividends (for Jun '23)	8,599.22
Jul-23	07/31/23	Distributions/Construction Draws	-172,551.00
Jul-23	07/31/23	Interest/Dividends (for July '23)	9,456.04
Aug-23	08/31/23	Interest/Dividends (for Aug '23)	17,655.68
Sep-23	09/30/23	Interest/Dividends (for Sept '23)	5,613.71
Sep-23	09/30/23	Distributions/Construction Draws	-64,403.28
2022A LTFM Bond Investments - Balance as of End of Month			<u><u>4,319,121.87</u></u>

Intermediate District 287

Cash and Investment Position Sheet- Monthly Total Net Cash- All Accounts

<u>Date</u>	<u>FY21-22 Total Cash as of month-end</u>	<u>FY22-23 Total Cash as of month-end</u>	<u>FY23-24 Total Cash as of month-end</u>
July	18,017,954	18,572,017	18,858,236
August	27,800,108	24,288,930	32,119,813
September	32,465,869	32,223,695	35,958,742
October	35,267,999	31,867,127	
November	33,804,263	33,293,625	
December	32,887,416	33,430,295	
January	31,397,362	30,048,503	
February	26,497,584	26,677,119	
March	24,760,657	25,316,842	
April	19,051,281	22,075,795	
May	23,745,291	22,481,243	
June	22,201,893	22,374,821	

- Includes Self-Funded Insurance Cash Balances.



INTERMEDIATE DISTRICT 287
SEPTEMBER 2023 ACTIVITY

ELECTRONIC TRANSFERS IN:

DATE	TO	AGENCY	RECEIPT #	AMOUNT	DESCRIPTION
9/12/2023	MSDLAF	MN DEPT OF EDUCATION-034	20240391	98,017.28	PERKINS BASIC
9/15/2023	MSDLAF	MN STATE MMB	20240392	4,483,425.23	IDEAS GEN ED, SP ED
9/18/2023	MSDLAF	2022A LTFM BOND	20240393	64,403.28	COP REIMBURSEMENT REQUEST
9/18/2023	MSDLAF	LAKE SUPERIOR ISD 381	20240394	365.70	CARE & TREATMENT BILLING
9/22/2023	MSDLAF	INVER GROVE HEIGHTS ISD 199-119	20240395	511.70	ALC BILLING
9/27/2023	MSDLAF	MN STATE MMB	20240396	26,384.33	MA 3RD PARTY BILLING
9/28/2023	MSDLAF	MN DEPT OF EDUCATION-034	20240397	11,199.98	ESSER II \$4 EXPAND SUMMER LEARN, PERKINS BASIC
9/29/2023	MSDLAF	BENEFIT RESOURCE INC	20240398	31,325.54	COBRA SEPTEMBER PAYMENTS
9/29/2023	MSDLAF	MN STATE MMB	20240399	3,186,132.76	IDEAS GEN ED, ONL LEARN, SP ED
9/29/2023	MSDLAF	INVER GROVE HEIGHTS ISD 199-119	20240400	33,586.25	CARE & TREATMENT BILLING
9/29/2023	MSDLAF	MSDLAF	20240401	47,925.86	INTEREST EARNED SEPTEMBER 2023
9/29/2023	MSDLAF	PAYPAL	20240402	16,074.39	SEPTEMBER TUITION
9/29/2023	MSDLAF	SCHOOLCAFE - ABEC	20240403	55.00	STUDENT DEFERRED REVENUE
9/29/2023	MSDLAF	SCHOOLCAFE - NEC	20240404	145.00	STUDENT DEFERRED REVENUE
9/29/2023	MSDLAF	SCHOOLCAFE - SEC	20240405	80.00	STUDENT DEFERRED REVENUE
9/29/2023	MSDLAF	SCHOOLCAFE - WEC	20240406	90.00	STUDENT DEFERRED REVENUE
9/29/2023	MSDLAF	SCHOOLCAFE - YOUABLE	20240407	50.00	STUDENT DEFERRED REVENUE
9/29/2023	MSDLAF	SQUARE - BREMER BEAN SHOP ABEC	20240408	1,599.79	SEPTEMBER STORE SALES
9/29/2023	MSDLAF	SQUARE - HENNEPIN TEA & COFFEE HTC	20240409	575.26	SEPTEMBER STORE SALES
9/29/2023	MSDLAF	SQUARE - JITTERBUG NEC	20240410	2,172.57	SEPTEMBER STORE SALES
9/29/2023	MSDLAF	SQUARE - COMMON GROUNDS SEC	20240411	1,531.42	SEPTEMBER STORE SALES
9/29/2023	MSDLAF	SQUARE - SNACK SHACK WEC	20240412	1,857.61	SEPTEMBER STORE SALES
MTD TOTALS				8,007,508.95	

INTERMEDIATE DISTRICT 287
SEPTEMBER 2023 ACTIVITY

WIRE TRANSFERS OUT:

DATE	FROM AGENCY	WIRE #	AMOUNT	DESCRIPTION
9/6/2023	MSDLAF Bank of Montreal	4000001633	79,866.53	P-Card Expense
9/7/2023	MSDLAF HealthPartners	4000001631	192,120.71	HPAI Claims
9/7/2023	MSDLAF US Bank	9000004912-9000004913	8,623.48	AP ACH Payments
9/14/2023	MSDLAF HealthPartners	4000001640	275,641.56	HPAI Claims
9/14/2023	MSDLAF Pitney Bowes	4000001641	468.87	Postage Machine Lease Q1
9/14/2023	MSDLAF US Bank	9000004978	(9,460.00)	AP ACH Payments Return
9/14/2023	MSDLAF US Bank	9000004914-9000004965	7,306.56	Staff Reimbursements
9/14/2023	MSDLAF US Bank	9000004966-9000004984	126,735.83	AP ACH Payments
9/15/2023	MSDLAF BPAS	4000001634	62,348.93	Veba
9/15/2023	MSDLAF Educators Benefit Consultants	4000001635	86,037.63	403b Retirement
9/15/2023	MSDLAF MN Dept of Revenue	4000001636	84,138.99	State Taxes
9/15/2023	MSDLAF Public Employees Retirement	4000001637	116,337.43	Pera
9/15/2023	MSDLAF Teachers Retirement Assn	4000001638	220,630.48	Tra
9/15/2023	MSDLAF US Bank	4000001639	495,384.48	Federal Taxes
9/15/2023	MSDLAF HealthPartners	4000001656	814.00	Frequent Fitness Claims
9/15/2023	MSDLAF US Bank	4000001657	183.67	Cash Management Services
9/15/2023	MSDLAF US Bank	9000117651-9000118476	1,467,887.45	Payroll
9/19/2023	MSDLAF US Bank	9000004985	1,237.23	AP ACH Payments
9/19/2023	MSDLAF US Bank	9000118198	(1,486.06)	Payroll Return
9/20/2023	MSDLAF US Bank	9000117701	(1,255.41)	Payroll Return
9/20/2023	MSDLAF US Bank	9000118477	1,486.06	Payroll
9/21/2023	MSDLAF US Bank	JE 20240049	(212.30)	AP Check Voided & Cleared Bank
9/21/2023	MSDLAF HealthPartners	4000001642	100,794.65	HPAI Claims
9/21/2023	MSDLAF Pitney Bowes	4000001643	50.00	Access & Shipping w/o HW or Meter
9/21/2023	MSDLAF US Bank	9000004986-9000005000	58,949.09	AP ACH Payments
9/22/2023	MSDLAF US Bank	9000118478	1,255.41	Payroll
9/27/2023	MSDLAF Aviben	4000001644	21,279.80	403b Retirement
9/27/2023	MSDLAF MN State Retirement System	4000001645	6,863.36	403b Retirement
9/28/2023	MSDLAF HealthPartners	4000001653	199,353.53	HPAI Claims
9/28/2023	MSDLAF Pitney Bowes	4000001654	1,000.00	Reserve Account
9/28/2023	MSDLAF US Bank	9000005015	6,093.75	AP ACH Payments
9/28/2023	MSDLAF US Bank	9000005001-9000005014	7,273.85	Staff Reimbursements
9/28/2023	MSDLAF US Bank	9000005016-9000005029	49,165.54	AP ACH Payments
9/29/2023	MSDLAF BPAS	4000001646	62,645.97	Veba
9/29/2023	MSDLAF Educators Benefit Consultants	4000001647	86,894.90	403b Retirement
9/29/2023	MSDLAF MN Dept of Revenue	4000001648	593.05	State Taxes
9/29/2023	MSDLAF MN Dept of Revenue	4000001649	81,752.03	State Taxes
9/29/2023	MSDLAF Public Employees Retirement	4000001650	116,620.02	Pera
9/29/2023	MSDLAF Teachers Retirement Assn	4000001651	215,263.73	Tra
9/29/2023	MSDLAF US Bank	4000001652	485,189.86	Federal Taxes
9/29/2023	MSDLAF Benefit Resource Inc	4000001655	9,824.80	Flex Spending Monthly Invoice
9/29/2023	MSDLAF Benefit Resource Inc	4000001655	30,663.36	Flex Spending Account Payments
9/29/2023	MSDLAF US Bank	9000118479-9000119341	1,450,484.10	Payroll
MTD TOTALS			6,206,846.92	

**DONATION REPORT
INTERMEDIATE DISTRICT 287
2023-2024
SEPTEMBER 2023**

DONATION DATE	DESCRIPTION	VIN #	EST. VALUE	DONOR	CAMPUS	PROGRAM
9/17/23	LUMBER FOR PICNIC TABLE		\$95.00	HOME DEPOT, ST. LOUIS PARK	HTC - EP	MOTOR SPORTS CLASS
9/25/23	CHECK		\$500.00	KOPP FAMILY FOUNDATION	WEC	W-ALT
8/28/23	GIFT CARD		\$50.00	LUNDS & BYERLYS, EDEN PRAIRIE	HTC - EP	STAFF WORKSHOP
		TOTAL	\$645.00			

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Policy Summary

Board Officers & Operations

Date: October 26, 2023

Policy Reviewed: [Bylaws Reviewed](#)

Overview of Recommendations:

To organize and provide consistency with Intermediate School District 287's Policies and Procedures, the AdHoc committee recommends:

1. The District will develop policies in accordance with the MSBA's list of identified mandated policies.
2. The District will develop procedures in accordance with the MSBA's list of recommended or legal language requirements.
3. The District will re-number and organize their policies to be in alignment with MSBA's categories and numbering system.
4. The District will eliminate District 287's 100 Goals series within each category as our values and beliefs statements are the overarching standard when developing policies.

Summary of Changes:

1. The District will eliminate any current BOO policies that are not mandated and ensure the legally required language is in the Bylaws. This includes:
 - a. Eliminate BOO 100 - Goals
 - b. Eliminating BOO 120 - Board-Superintendent Relations
 - c. Eliminating BOO 140 - Compensation
 - d. Eliminating BOO 220 - Board Structure and Decision Making
 - e. Eliminating BOO 240 - Board Member Conflict of Interest
2. **I. LEGAL STATUS OF THE BOARD**
 - B.** Remove language as it is the role of the Superintendent and add finances to their governance role. Also added monitoring of policies.
3. **II. BOARD MEMBERS AND ORGANIZATION**
 - A.** Remove "eleven (11)" to have more flexible language based on membership.
4. **III. BOARD DUTIES AND CODE OF ETHICS**
 - A.** Added language to address equity
 - #3.** Removed old language and added new language to be clear on the governance role in reviewing and approving the budget.
 - B.**
 - #7.** Remove "and the Superintendent" to have explicit language regarding the Superintendent in #8.
 - #8.** Added language from BOO 120 - Board-Superintendent Relation and then renumbering of the remaining section.

5. **IV. DUTIES OF BOARD OFFICERS**

Add “and” and remove “other officers...” to identify current roles and if additional officers are to be added, the board would agree through the changing of the By-laws.

A.

#5. Added language regarding the role of the Chair with any media inquires

#7. Adjusted language to be more clear regarding the expectation of the chair.

C.

#4. Adjust language to be more clear on the duties.

6. **V. CALL AND CONDUCT OF BOARD MEETINGS**

A.

#2. Added language from BOO 220 - Board Structure and Decision Making and then renumbering of the remaining section.

7. **VII. QUORUM**

Remove the number six to allow flexibility if membership changes.

8. **IX. BOARD GOALS AND EVALUATION**

- New section with added language from BOO 220 - Board Structure and Decision Making

9. **X. COMPENSATION**

- New section with added language from BOO 140 - Compensation

10. **XI. CONFLICT OF INTEREST**

- New section with added language from BOO 240 - Board Member Conflict of Interest

11. **Renumbering of:**

- XII. FISCAL YEAR
- XIII. CORPORATE SEAL
- XIX. AMENDMENTS
- XX. MEMORANDUM OF AGREEMENT

Equity Impact:

The AdHoc discuss these questions:

- Who is impacted in these changes/Who’s voice was at the table?
- Who is benefiting from these changes?
- Who is intentionally being marginalized?

The AdHoc committee acknowledges that the Board and administration are impacted by bylaw changes, therefore, sub-groups of the Board and the administration were at the table to discuss changes. The language changes are to provide more clarity, accountability, and efficiencies between required Policies verses Bylaws. The AdHoc committee also discussed that some legal and technical language is necessary and may be a barrier for key audiences. To mitigate harm, when posted on the website the district will use accessible reading tools and offer an interpreter.

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

DISTRICT POLICY

First Read

Bylaws: Intermediate School District 287

SUBJECT: Bylaws

BOARD APPROVED: June 26, 2008

EFFECTIVE DATE: January 1, 2009

REVISION DATE: June 8, 2017, **October X, 2023**

EFFECTIVE DATE: ~~July 1, 2017~~

PREAMBLE

The Intermediate District 287 School Board has been established pursuant to Minnesota Statutes, and the Memorandum of Agreement ("MOA") entered into by certain independent school districts and Intermediate District 287. The most recent MOA became effective on July 1, 2017.

“Members” or “member districts” refers to the independent school districts who are members of Intermediate District 287. “Board members” or “representatives” means persons appointed by the member districts to the Intermediate District 287 School Board (“287 Board” or “Board”). Intermediate District 287 is referred to as the “Intermediate.”

I. LEGAL STATUS OF THE BOARD

- A. The basis for the establishment and operation of the Intermediate and the 287 Board is in the State of Minnesota Constitution, Minnesota Statutes, court interpretations of these laws, and the powers implied under them.
- B. The Board is the governing and policy-making body of the Intermediate and has the general charge ~~of the business, management, and~~ governance of Intermediate programs, facilities, **finances**, and services. The Board provides direction and exercises leadership primarily through the oversight of the development, **monitoring**, and adoption of policies.
- C. Board members have binding authority only when acting as a member of the Board when it is legally in session, except where specific authority is provided to Board members or officers individually. In the absence of specific authority, the Board is not bound by an action or statement by an individual Board member.
- D. The legal address of the Intermediate and the Board is 1820 Xenium Lane North, Plymouth, MN 55441.

II. BOARD MEMBERS AND ORGANIZATION

- A. The Board consists of ~~eleven (11)~~ appointed members, one (1) representative from each member district, and the Intermediate Superintendent as an ex-officio member. Member districts appoint their own representative to the 287 Board.
- B. The term of office of a Board member is two years beginning on the first Monday in January and until a successor representative qualifies. If a Board member is unable to finish his or her term for any reason, the member district shall appoint a new representative to finish out the original Board member's term.
- C. The Board may establish standing or special committees when necessary or desirable to facilitate the work of the Board.

III. BOARD DUTIES AND CODE OF ETHICS

- A. The Board shall perform the following duties in accordance with applicable law [and the Equity Policy](#):
 - 1. Review the Intermediate's mission statement and strategic plan annually.
 - 2. Provide for the evaluation and improvement of instructional programs.
 - 3. ~~Conduct the business of the Intermediate and pay indebtedness and proper expenses~~ [Review and approve the budget](#);
 - 4. Establish a suitable learning environment for students by providing the necessary and appropriate school buildings and program sites to support the instructional process and to provide for the comfort, health and safety of students and staff while at school;
 - 5. Purchase, sell, and exchange Intermediate property and equipment as necessary;
 - 6. Provide for the payment of claims against the Intermediate and prosecute and defend actions by or against the Intermediate;
 - 7. Employ, and contract with, necessary qualified teachers and discharge the same for cause;
 - 8. Employ and discharge necessary qualified employees and contract for other services;
 - 9. Procure insurance against liability of the Intermediate, its officers, and employees;
 - 10. Oversee the development of policies and adopt those policies that are necessary to communicate the Board's vision for the Intermediate and/or are legally required;
 - 11. Receive, for the benefit of the Intermediate, bequests, donations, or gifts, for any proper purpose; and
 - 12. Perform other acts as the Board deems to be reasonably necessary or required for the governance of the Intermediate.

- B. To ensure that the Board's business is conducted with maximum effectiveness, efficiency, and integrity, 287 Board members shall understand the roles and responsibilities of the Board and adhere to the Code of Ethics below:
1. Always remember that the first and greatest concern must be the educational welfare of the students attending Intermediate programs and receiving Intermediate services;
 2. Attend all regularly scheduled and special Board meetings whenever possible;
 3. Become informed concerning the issues to be considered at meetings;
 4. Exercise prudent judgment in initiating, reviewing, considering and voting on items affecting operations of the Intermediate, recognizing that it is Board members' responsibility to see that the Intermediate is properly run, not to run it themselves;
 5. Initiate and maintain constructive two-way dialogue with Intermediate administration and the member district board and superintendent as a means to engage all clients and stakeholders in the work of the 287 Board and the Intermediate;
 6. Represent the 287 Board and the Intermediate to the member district board and community in a manner that fosters public confidence and respect;
 7. Maintain a working rapport with other members of the Board ~~and the Superintendent;~~
 8. **Maintain a positive and productive Board-Superintendent working relationship through mutual respect and adhering to defined roles and responsibilities. The Board's primary responsibility is governance and the Superintendent's responsibility is the implementation of the Strategic Plan and management of the District's operations.**
 - ~~8-9.~~ 9. Respect the right of others to hold and express opinions;
 - ~~9-10.~~ 10. Support the employment of those persons best qualified to serve the Intermediate and provide them with authority commensurate with their responsibilities;
 - ~~10-11.~~ 11. Recuse oneself when one has a conflict of interest or when there may be an appearance of impropriety, and not use the Board position for personal or partisan gain. The determination of whether a conflict of interest exists will be made by the Board;
 - ~~11-12.~~ 12. Take no action that will compromise the Board, the Intermediate, or Intermediate administration;
 - ~~12-13.~~ 13. Respect the confidentiality of information that is confidential and/or privileged under applicable law;
 - ~~13-14.~~ 14. Abide by majority decisions of the Board while retaining the right to seek changes in such decisions through ethical and constructive channels; and
 14. 15. Comply with all federal, state, and local laws and rules relating to the office and function of a Board member.

IV. DUTIES OF BOARD OFFICERS

The 287 Board shall, by majority vote, elect a Chair, Vice-Chair, Clerk, and Treasurer. ~~and other officers as determined by the Board.~~ Board officers are charged with carrying out the responsibilities entrusted to them. Officers hold office for one year and until a successor officer has been elected. The Superintendent is an ex-officio nonvoting member of the Board.

A. The Chair shall:

1. Preside at all Board meetings, when present, and ensure the orderly conduct of meetings;
2. Set meeting agendas in consultation with the Superintendent;
3. Countersign orders upon the Treasurer for claims approved by the Board;
4. Sign all contracts and agreements approved by the Board;
5. Represent the Board in all matters, **including response to media inquires;**
6. Appoint all committee members;
7. In case of **the absence of any officer, the chair will fulfill the duties until the appointment has been filled.** ~~inability, or refusal of the Clerk to draw orders for the payment of money authorized by a vote of the majority of the Board to be paid, draw orders to be paid by the Treasurer, or, along with the Treasurer, declare the office of the Clerk vacant and fill by appointment;~~
8. Ensure that the policies of the Board are properly administered; and
9. Confer with the Superintendent as may be necessary and desirable.

B. The Vice-Chair shall, in the absence or disability of the Chair, perform the duties of the Chair.

C. The Clerk shall ensure the following:

1. Minutes of the Board are recorded;
2. Detailed accounts of Board business are kept;
3. All contracts and agreements approved by the Board are signed;
4. **All documents are prepared for officers as well as the board and will secure required signatures.** ~~All orders upon the Treasurer for payment of bills, salaries and contracts approved by the Board are signed;~~
5. All records and reports required of the Clerk are prepared as directed by the Board; and
6. All duties of the Chair are performed in the absence of the Chair and Vice- Chair.

- D. The Treasurer shall ensure the following:
1. Funds of the Intermediate are deposited in the official depository;
 2. All funds are received, held in custody, and expended as directed by the Board and detailed records are kept of all orders processed;
 3. All records and reports required of the Treasurer are prepared as directed by the Chair;
 4. All orders upon the Treasurer approved by the Board are signed, thereby converting the orders into checks; and
 5. If there are insufficient funds on hand to pay valid orders presented to the Treasurer, orders are received, endorsed, and processed in accordance with Minnesota Statutes.
- E. The Superintendent shall:
1. Prepare reports and materials for the Board and submit appropriate recommendations;
 2. Keep the Board well-informed in a timely manner about Intermediate operations and needs;
 3. Implement Board policies and actions; and
 4. Perform other duties and fulfill other responsibilities as prescribed by the Board.

V. CALL AND CONDUCT OF BOARD MEETINGS

- A. Regular Meetings
1. The Board shall meet as required by law. No action authorized or required by law shall be taken by the Board except in a meeting open to the public and after appropriate notice to the public as required by law. The Board shall meet in closed session as necessary and permitted by law.
 2. The Board shall meet twice monthly or as necessary. A board meeting may be a work session or a business meeting, or both. The Board will make decisions on any items during the business meetings only.
 - ~~2.3.~~ An agenda shall be sent to each member district and Board member at least six (6) days prior to each regular meeting of the Board. All matters to be included thereon, proposed by Board members, shall be submitted in writing to the Chair no later than fifteen (15) days prior to such meeting. The Superintendent is empowered to submit additional items with the approval of the Chair. To the extent reasonably possible, matters submitted for the agenda in the form of a resolution by a Board member shall appear on the agenda in the form prepared and proposed by the Board member.
 - ~~3.4.~~ Matters not on the agenda may be considered at any meeting of the Board consistent with Robert's Rules of Order.

B. Special Meetings

1. Special meetings of the Board may be called by the Chair or shall be called upon the written request of three (3) or more members of the Board.
2. Board members shall receive notice of special meetings at least three (3) days before such meetings. The notice shall state the time, place, and purpose of the special meeting, and shall be given by the Clerk or designate.
3. The powers of the Board shall be the same at special meetings as at regular meetings.

C. Organizational Meetings

1. The organizational meeting shall be held at the Board's first meeting in January.
2. The business of the organizational meeting shall include:
 - a. Determination of a quorum and call to order by the outgoing Chair or other current officeholder;
 - b. Report of the nominating committee;
 - c. Election of officers for the ensuing year (once elected the new Chair conducts the meeting);
 - d. Designation of official depositories;
 - e. Collateral agreements;
 - f. Designation of official newspaper;
 - g. Designation of legal counsel;
 - h. Appointment of assistant treasurer;
 - i. Regular meeting schedule of the Board;
 - j. Any other business as may come before the meeting or any adjournment thereof; and
 - k. Adjournment.
3. The Chair shall appoint a nominating committee of three (3) persons not less than thirty (30) days before the organizational meeting. Such committee shall nominate members of the Board to serve as Board officers.

D. The rules of parliamentary procedure in Robert's Rules of Order shall govern the Board in its deliberations in all matters except as otherwise provided in these Bylaws. Meeting procedures are intended to ensure that meetings are conducted in an internally consistent manner, decisions are made in an orderly and reasonable fashion, there is adequate discussion of decisions, and Board members have the necessary information to make informed decisions on substantive issues.

E. The rules of procedure may be amended at any meeting by majority vote.

F. Proxy voting is not permitted.

VI. MEETING MINUTES

A. Maintenance of Minutes and Records

1. The Clerk shall ensure that permanent records of the Board are kept, including records of the meeting minutes.
2. A copy of all motions and the names of the Board members making and seconding motions shall be recorded. There shall be a recorded vote if the vote is not unanimous.
3. Minutes of meetings shall be available for inspection at the administrative offices of the Intermediate after they have been prepared.
4. Meeting minutes shall be approved by the Board at a subsequent meeting, and signed by the Chair and Clerk after approval.

B. Publication of Official Board Proceedings

1. Minutes of the proceedings of the 287 Board shall be sent to the member districts and Board members.
2. The Board shall publish its minutes as required by law and on the Intermediate's website. The proceedings to be published may be a summary if the summary adequately informs the public of the substance of the proceedings.

VII. QUORUM

No meeting may be convened and no business may be transacted by the Board unless a quorum of its members are present. A quorum of the Board consists of a majority (~~6~~) of the Board members. The act of a majority of a quorum is an act of the Board. The only legal actions the Board may take in the absence of a quorum are to fix the time at which to adjourn, to recess, to adjourn, or to take measures to obtain a quorum.

VIII. NOTICES TO BOARD MEMBERS

Notices shall be sent to each Board member.

IX. BOARD GOALS AND EVALUATION

The Board will develop goals and evaluate its governance, operations, and decision making annually to ensure sound and efficient Board decisions making and will be in alignment with the beginning of the board term.

X. COMPENSATION

Board members are entitled to fair compensation for their services. The Board will determine the compensation paid on an annual basis. The amount of compensation paid to an Intermediate District 287 Board member shall not be less than the smallest amount nor more than the largest amount that is paid to an individual school board member by any of the member districts.

XI. CONFLICT OF INTEREST

A. All Board members shall avoid even the appearance of a conflict of interest because even though such conflict may not exist, it creates the appearance of impropriety. Board members with an actual or perceived conflict of interest shall not participate in Board discussion or vote on Board actions related to that interest.

- B. A Board member who is authorized to take part in any manner in making any sale, lease or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially from it.
- C. The determination as to whether a conflict of interest exists is to be made by the Board. Any Board member who has reason to believe that he or she has an actual or potential conflict of interest, or that another member has an actual or potential conflict of interest, shall notify the Board immediately. The Board member(s) shall cooperate as necessary for the Board to make its determination and shall abide by the decision of the Board.

~~IX.~~XII. FISCAL YEAR

The fiscal year of the District begins on July 1 and ends on June 30.

~~X.~~XIII. CORPORATE SEAL

The Board shall have no corporate seal.

~~XI.~~XIX. AMENDMENTS

The Bylaws may be amended by an affirmative vote of two-thirds ($\frac{2}{3}$) of the Board members present at a meeting of the Board, provided that the substance of the proposed amendment was submitted in writing to member districts and 287 Board members at least ten (10) days prior to such meeting.

~~XII.~~XX. MEMORANDUM OF AGREEMENT

The MOA addresses the withdrawal of member districts; the membership of new member districts; and the dissolution of the Intermediate, among other topics not covered in the Bylaws.

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

DISTRICT POLICY

First Read

~~POLICY SERIES: Board Officers & Operations~~

~~SUBJECT: Goals~~

~~BOARD APPROVED: October 2008~~

~~BOARD REVIEWED DATE: October 2012~~

~~BOO100 Goals~~

~~I. PURPOSE~~

~~The purpose of this policy is to articulate the priorities and aspirations of the Board for its members, meetings, and methods of operation and for its governance of the District.~~

~~II. GENERAL STATEMENT OF POLICY~~

- ~~A. The mission of Intermediate District 287 is to creatively meet the unique and changing needs of students and member districts participating in its programs by being the premier provider of high quality and low cost services.~~
- ~~B. In order to achieve this mission, the Board has developed the following goals for its governance of the District:~~
- ~~1. To provide leadership that will guide and support the administration's implementation of Board goals and objectives for the District.~~
 - ~~2. To ensure regular and open communication among the Board and the member districts, students, families, and communities served by District programs and services.~~
 - ~~3. To develop and utilize sound fiscal management strategies to maximize resources and ensure the dedication of those resources to programs and services that are of most benefit to students and member districts.~~
 - ~~4. To improve upon the effectiveness of Board operations by providing the opportunity, support for, and encouragement of the continuing education, training, and professional development of Board members.~~
 - ~~5. To constructively engage District staff and administration, member districts, outside entities and organizations and the public in discussions about the District's current and future programs and services.~~
 - ~~6. To engage in regular self-evaluation of Board meetings and operations to determine their efficiency and to judge the quality and timeliness of Board decision making.~~
 - ~~7. To foster partnerships that support student success.~~

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

DISTRICT POLICY

First Read

~~POLICY SERIES: Board Officers & Operations~~

~~SUBJECT: Board-Superintendent Relations~~

~~BOARD APPROVED: December 2008~~

~~BOARD REVIEWED DATE: October 2012~~

~~BOO120 Board-Superintendent Relations I.~~

~~PURPOSE~~

~~The purpose of this policy is to ensure a positive and productive Board Superintendent working relationship.~~

~~II. GENERAL STATEMENT OF POLICY~~

- ~~A. A positive Board Superintendent relationship is essential to the effective management of the District. The foundation of that relationship is a clear understanding by both parties of their different roles and responsibilities.~~
- ~~B. The Board Superintendent relationship must be one of mutual respect and of adherence to defined roles and responsibilities.~~
- ~~C. The Board shall respect the Superintendent as an expert in the District's administration and operations, and shall concern itself primarily with broad questions of policy rather than administrative details.~~
- ~~D. The Superintendent shall respect the work of the Board, seek to provide it with timely information for informed and thorough deliberations, understand Board expectations and priorities, and implement Board policies to the best of his or her ability.~~
- ~~E. The Superintendent is the Board's primary point of connection to the operational organization of the District. All authority and accountability of staff, as far as the Board is concerned, is considered to be the responsibility of the Superintendent. The Board shall not give directives to any employee other than the Superintendent.~~
- ~~F. Only decisions of the Board, acting as a body, are binding on the Superintendent.~~

~~III. ROLES AND RESPONSIBILITIES~~

- ~~A. The factors necessary to establish and maintain a positive relationship include:
 - ~~1. A written description of the Superintendent's primary duties and responsibilities and authority commensurate with the responsibilities.~~~~

2. Clearly established and articulated Board policies and goals for the District.
 3. Regular communications from the Board to the Superintendent including assessments of the Superintendent's success in implementing Board policies and meeting Board goals.
 4. Regular administrative communications and recommendations to the Board concerning District programs, personnel, needs, resources, and operations.
- B. The Board shall conduct an annual review and appraisal of the Superintendent's performance. If necessary, the Board shall provide the Superintendent with a plan for improvement.

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

DISTRICT POLICY

First Read

~~POLICY SERIES: Board Officers & Operations~~

~~SUBJECT: Compensation~~

~~BOARD APPROVED: October 2008~~

~~BOARD REVIEWED DATE: October 2012~~

~~BOO140 Compensation~~

~~I. PURPOSE~~

~~The purpose of this policy is to ensure the appropriate and fair compensation of all District 287 board members.~~

~~II. GENERAL STATEMENT OF POLICY~~

~~Because of the nature of the services and time they provide, Board Members are entitled to fair compensation for their services. The Board will determine that compensation each year at its organizational meeting. The amount of compensation paid to an Intermediate District 287 Board member shall not be less than the smallest amount nor more than the largest amount that is paid to an individual school board member by any of the member districts.~~

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

DISTRICT POLICY

First Read

~~POLICY SERIES: Board Officers & Operations~~

~~SUBJECT: Board Structure and Decision Making~~

~~BOARD APPROVED: September 2008~~

~~BOARD REVIEWED DATE: October 2012~~

~~B00220 Board Structure and Decision Making~~

~~I. Purpose~~

~~The purpose of this policy is to establish an effective and efficient meeting and decision-making process conducive to sound Board decisions.~~

~~II. General Statement of Policy~~

~~The Board is committed to using a decision-making process that allows for well informed, timely, and thoughtful decisions. It is the Board's policy to ensure that Board members are able to give informed and in-depth consideration to the governance and operational issues that come before it.~~

~~III. Board Meetings~~

~~The Board shall meet twice monthly or as necessary. A Board meeting may be a work session or a business meeting, or both. The Board may make decisions on any items that require action at any meeting.~~

~~IV. Board Evaluation~~

~~The Board shall evaluate its governance and operations annually to determine whether its structure and decision-making processes are conducive to making sound Board decisions in the most efficient manner.~~

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

DISTRICT POLICY

~~POLICY SERIES: Board Officers & Operations~~

~~SUBJECT: Board Member conflict of interest~~

~~BOARD APPROVED: December 2008~~

~~BOARD REVIEWED DATE: October 2012~~

~~BOO240 Board Member Conflict of Interest~~

~~I. PURPOSE~~

~~The purpose of this policy is to ensure that Board decisions are based on the best interests of the District rather than an individual Board member's actual or perceived financial or personal gain.~~

~~I. GENERAL STATEMENT OF POLICY~~

~~It is the policy of the Board to define its priorities, adopt its policies, make its decisions, and dedicate District resources based solely on the best interests of the District as a whole, and the students and member districts served by its programs. It is the policy of the Board to ensure that all members are educated concerning possible conflicts of interest and how to avoid them.~~

~~II. GENERAL PROHIBITIONS~~

- ~~A. All Board members shall avoid even the appearance of a conflict of interest because even though such conflict may not exist, it creates the appearance of impropriety. Board members with an actual or perceived conflict of interest shall not participate in Board discussions or vote on Board actions related to that interest.~~
- ~~B. A Board member who is authorized to take part in any manner in making any sale, lease, or contract in his or her official capacity shall not voluntarily have a personal financial interest in that sale, lease, or contract or personally benefit financially from it.~~
- ~~C. The District may not employ any person related by blood or marriage to a Board member, within the fourth degree as defined in civil law, except by a unanimous vote of the full Board.~~

~~IV. REPORTING AND DETERMINATION~~

~~The determination as to whether a conflict of interest exists is to be made by the Board. Any Board member who has reason to believe that he or she has an actual or potential conflict of interest, or that another member has an actual or potential conflict of interest, shall notify the Board immediately. The Board member(s) shall cooperate as necessary for the Board to make its determination and shall abide by the decision of the Board.~~

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Policy Summary

Board Officers & Operations

Date: October 26, 2023

Policy Reviewed: 214 - Out of State Travel

Overview:

1. This policy is a mandated policy and needs to be reviewed by the board annually.

Summary of Changes:

- POLICY SERIES: Change to 200 - SCHOOL BOARD to align with MSBA Categories and numbering.
- Title change to 214 Out-of-State Travel to align with MSBA Categories and numbering.
- **III. APPROPRIATE TRAVEL**
 - A. removed language identifying specific national organizations.
 - B. Drafted clear language around seeking prior approval for all Out of State travel.

Equity Impact:

The AdHoc discuss these questions:

- Who is impacted in these changes/Who's voice was at the table?
- Who is benefiting from these changes?
- Who is intentionally being marginalized?

The AdHoc committee acknowledges that the Board and administration are impacted by the changes in Policy 214, therefore, sub-groups of the Board and the administration were at the table to discuss changes. The annual travel budget is recommended by the administration and approved by the Board when approving the annual budget. Budgetary restraints may cause inequitable access for all board members to travel out of state. To mitigate the inequity, a rotating schedule will be developed by the administration.

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

DISTRICT POLICY

First Read

POLICY SERIES: ~~Board Officers & Operations~~ **200 - SCHOOL BOARD**

SUBJECT: Out-of-State Travel

BOARD APPROVED: October 2008

BOARD REVIEWED DATE: October 2012, **October 2023**

~~BOO180~~ **214** Out-of-State Travel by Board Members

I. PURPOSE

The purpose of this policy is to regulate out-of-state travel by Board members as required by law.

II. GENERAL STATEMENT OF POLICY

Board members have an obligation to be: informed about the proper duties and functions of an Intermediate District Board member and familiar with issues that may affect the District and its member districts; and to acquire: a basic understanding of school finance and budgeting, and sufficient knowledge to comply with federal, state and local laws, rules, regulations and District policies that relate to their role as Board members. Occasionally, it may be appropriate for Board members to travel out-of-state to fulfill their obligations.

III. APPROPRIATE TRAVEL

- A. Travel outside the state is appropriate when the board finds it proper for board members to acquire knowledge and information necessary to allow them to carry out their responsibilities as Board members. Travel to regional or national meetings of the National School Boards Association (NSBA) and/or the Association for Educational Services Agencies (AESA) is presumed to fulfill this purpose.
- B. ~~Travel to other~~ Out-of-state travel meetings for which the member intends to seek reimbursement from the District ~~must~~ **should** be pre-approved by the Board.

IV. REIMBURSEMENT OF EXPENSES

- A. Expenses eligible for reimbursement may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, Board-related phone calls, and other reasonable and necessary District-related expenses.
- B. Reimbursement **amounts should be within the school board's approved budget, including attendance at workshops and conventions.** ~~is governed by the schedule of reimbursement rates and the procedures concerning reimbursement requests and approvals developed by the Superintendent.~~
- C. This policy must be reviewed annually by the Board and any subsequent changes must be approved by a recorded vote.

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Policy Summary

Board Officers & Operations

Date: October 26, 2023

Policy Reviewed: [School Board 102 - Equal Educational Opportunity](#)

Overview of Recommendations:

1. Recommendation of a new policy category called 100 - School District to align with MSBA categories.
2. Recommendation to adopt this new mandatory policy

Summary of Changes:

- No changes as it is an adoption of new policy. Language aligns with MSBA model policy.

Equity Impact:

The AdHoc discuss these questions:

- Who is impacted in these changes/ Who's voice was at the table?
- Who is benefiting from these changes?
- Who is intentionally being marginalized?

The AdHoc committee acknowledges that the Board and administration are impacted by adding this required policy and sub-groups of the Board and the administration were at the table to discuss this requirement. The AdHoc committee discussed the legal and technical language used and the focus on equality versus equity. Based on MN Statute and legal language, the committee's decision is to follow the MSBA policy and recommended language. To mitigate harm, the administration will develop a more accessible summary when communicating the addition of this policy as well as sharing the full policy.

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

DISTRICT POLICY

First Read

POLICY SERIES: SCHOOL DISTRICT

BOARD APPROVED: October 2023

BOARD REVIEWED DATE:

102 EQUAL EDUCATIONAL OPPORTUNITY

I. PURPOSE

The purpose of this policy is to ensure that equal educational opportunity is provided for all students of the school district.

II. GENERAL STATEMENT OF POLICY

- A. The policy of the school district is to provide equal educational opportunity for all students. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, marital status, parental status, status with regard to public assistance, disability, sexual orientation, including gender identity and expression, or age. The school district also makes reasonable accommodation for students with disabilities.
- B. The school district prohibits harassment and discrimination of any individual based on any of the protected classifications listed above. For information about the types of conduct that constitute violation of the school district's policy on harassment and violence and the school district's procedures for addressing such complaints, refer to the school district's policy on harassment and violence policy.
- C. The school district prohibits discrimination of students with a disability, within the intent of Section 504 of the Rehabilitation Act of 1973 ("Section 504"), who need services, accommodations, or programs in order to receive a free appropriate public education. For information as to protections that may apply pursuant to Section 504 and the school district's corresponding procedures for addressing disability discrimination complaints, refer to the school district's policy on student disability nondiscrimination policy.
- D. The school district prohibits sexual harassment discrimination of any individual on the basis of sex in its education programs or activities. For information as to the protections that apply pursuant to Title IX and school district's corresponding procedures and processes for addressing sexual harassment and discrimination, refer to the school district's policy on Title IX sex nondiscrimination policy.

- E. The school district shall provide equal opportunity for members of each sex and to members of all races and ethnicities to participate in its athletic program. In determining whether equal opportunity to participate in athletic programs is available for the purposes of this law, at least the following factors shall be considered to the extent that they are applicable to a given situation: whether the opportunity for males and females to participate in the athletic program reflects the demonstrated interest in athletics of the males and females in the student body of the educational institution; whether the opportunity for members of all races and ethnicities to participate in the athletic program reflects the demonstrated interest in athletics of members of all races and ethnicities in the student body of the educational institution; whether the variety and selection of sports and levels of competition effectively accommodate the demonstrated interests of members of each sex; whether the variety and selection of sports and levels of competition effectively accommodate the demonstrated interests of members of all races and ethnicities; the provision of equipment and supplies; scheduling of games and practice times; assignment of coaches; provision of locker rooms; practice and competitive facilities; and the provision of necessary funds for teams of one sex.
- F. This policy applies to all areas of education including academics, coursework, co-curricular and extracurricular activities, or other rights or privileges of enrollment.
- G. Every school district employee shall be responsible for complying with this policy.
- H. Any student, parent, or guardian having a question regarding this policy should discuss it with the appropriate school district official as provided by policy. In the absence of a specific designee, an inquiry or a complaint should be referred to the superintendent.

Legal References: Minn. Stat. § 121A.03, Subd. 2 (Sexual, Religious, and Racial Harassment and Violence Policy)
Minn. Stat. § 121A.04 (Athletic Programs; Sex Discrimination)
Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
20 U.S.C. § 1681 *et seq.* (Title IX of the Education Amendments of 1972)
42 U.S.C. § 2000d *et seq.* (Title VI of the Civil Rights Act of 1964)
42 U.S.C. § 12101 *et seq.* (Americans with Disabilities Act)

Cross References: MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)
MSBA/MASA Model Policy 522 (Title IX Sex Nondiscrimination Policy, Grievance Procedure and Process)

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Policy Summary

Board Officers & Operations

Date: October 26, 2023

Policies Reviewed: [HM 200 - Face-Coverings](#)
[HM 220 - Quarantine](#)

Overview:

1. These policies were developed in response to the COVID 19 pandemic. Due to the current recommendations from the MN Department of Health, quarantine and face coverings are not required. To have the flexibility to adjust in accordance with the recommendations from the MN Department of Health, the administration's recommendation is to eliminate these policies and continue the use of our procedures to guide staff, students, and families.

Summary of Changes:

- Eliminate [HM 200 - Face-Coverings](#)
- Eliminate - [HM 220 - Quarantine](#)
- Keep [Current COVID Procedures](#)

Equity Impact:

The AdHoc discuss these questions:

- Who is impacted in these changes/ Who's voice was at the table?
- Who is benefiting from these changes?
- Who is intentionally being marginalized?

The AdHoc committee acknowledges that the Board and administration are impacted by removing these policies. The Board will no longer have authority to govern these policies and the administration will need to continue to keep staff, families, and students aware of any changes with the COVID procedures. The organization will be able to be more adaptive to any recommendations from the MN Department of Health (MDH).

Currently the MDH recommends that people isolate 5 days after testing positive for COVID. Due to the medical needs of some of our students, the current procedures require staff and students to isolate themselves for 5 days after testing positive for COVID and wear a mask (if able) for 5 days upon returning to school/work. The committee discussed the impact to staff and students, but acknowledged, at this time and due to the vulnerability of some students, this was a necessary practice. As we continue to learn more about COVID, this will be an annual discussion and determination.

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

DISTRICT POLICY

First Read

Policy Series: Health and Medical
Subject: COVID-19 Face Covering
Board Approved: August 2021
Revision Date: September 2022

HM200 FACE-COVERINGS

I. PURPOSE

~~The District serves some of the most vulnerable and medically fragile students in Hennepin County, if not the State. The Board is committed to putting in place health and safety measures that are designed to protect students and staff. This policy is based upon the public health guidance and COVID-19 knowledge available at the time it was adopted. Administrators and the Senior Manager for Health, Safety, and Security/COVID Coordinator will be the final interpreters of public health guidance in implementing this policy.~~

~~School settings will continue to have both vaccinated and unvaccinated people congregated indoors. For this reason, face coverings are an important preventative measure, even for those who are vaccinated, to limit the spread of COVID-19 and associated disruptions to the educational environment. Face coverings are also meant to help protect people from the spread of COVID-19 in those situations where a person does not know that they are infected.~~

II. GENERAL STATEMENT OF POLICY

~~Given the ongoing public health threat caused by the COVID-19 pandemic and in accordance with public health guidance, all persons are strongly recommended to wear a face covering when they are in any building that is owned, leased, or operated by or on behalf of District 287, regardless of vaccination status. This includes all Care & Treatment sites. Similarly, it is strongly recommended that all persons wear a face covering when they are in any vehicle that is owned, leased, or operated by or on behalf of the District, regardless of vaccination status, unless an exemption or exception stated in this policy applies.~~

III. DEFINITIONS

A. Disability. ~~The term “disability” means a mental or physical impairment that substantially or materially limits a major life activity.~~

B. Face Covering. ~~The term “face covering” means any paper or disposable mask, cloth face mask, medical grade mask, medical grade respirator, scarf, bandanna, neck gaiter (if more than one layer), or religious face covering that covers the nose and mouth completely in accordance with CDC guidance. Masks with valves, mesh, openings, holes, vents, or visible gaps in the material do not qualify as face coverings.~~

C. Face Shield. ~~The term “face shield” means a clear plastic barrier that covers the face, extends below the chin, and wraps around the sides of the face to the ears. A face shield may not have an exposed gap between the forehead and the shield’s headpiece.~~

D. Medical Authority. For purposes of this policy, the term “medical authority” means a medical doctor, clinical psychologist, physician assistant, or nurse practitioner who has seen or treated the student or employee in question.

E. Medical Condition. For purposes of this policy, the term “medical condition” means a disease, illness, injury, or physiologic, mental, or psychological disorder. A biological or psychological state that is within the range of normal human variation is not a medical condition.

F. Parent. For the purpose of this policy, the term “parent” means the legal parent, legal guardian, or conservator of a child who is under the age of eighteen. A student who is eighteen years of age or older is considered to be a “parent” for purposes of this policy, unless a court has found that the student is incompetent and has appointed a conservator for the student.

G. Visitor. For purposes of this policy, the term “visitor” means any person other than a student or employee of the District. The term visitor includes, but is not limited to, parents, community members, substitutes, vendors, and contractors.

NOTE: As long as face coverings are strongly recommended, and not required, this Policy consists of the provisions above only.

The provisions below would also be part of this Policy if the District were to mandate the use of face coverings. To require face coverings, the Board would have to revise the Policy (through formal action at a Board meeting), or the Superintendent could exercise the specific authority delegated to her by the Board in the Resolution Regarding Decision Making on Health and Safety Measures for the 2022-23 School Year, approved by the Board at its regular meeting on August 25, 2022.

A mandate may be imposed if, for example, new public health guidance is issued or there is a rise in COVID cases within the District and/or Hennepin County. If that happens, the provisions below would become effective only after: such action was taken; staff, students, and families had received notice of the mandate; and new masking signs had been posted. In addition, wherever the term “strongly recommended” appears in the Policy, it would mean “required.”

IV. EXEMPTIONS

A. Circumstances When a Face Covering Should Not Be Used

- 1. Children under the age of two.** A face covering should not be placed on a child under the age of two.
- 2. Incapacitated persons.** A face covering should not be placed on any person who is unconscious, incapacitated, or otherwise unable to remove the face covering without assistance.
- 3. Trouble breathing.** A face covering should not be placed on any person who has trouble breathing.

B. Persons Who Are Exempt from Wearing a Face Covering Medical condition, mental health condition, or disability.

A person is not required to wear a face covering if the person cannot wear a face covering or cannot wear a face covering safely due to a developmental, medical, behavioral, mental health condition, or disability. This includes a person who has a medical condition that compromises the person’s ability to breathe. Documentation from a medical authority is required for this exemption.

~~V. WHEN FACE COVERINGS MAY BE TEMPORARILY REMOVED~~

~~A. People may temporarily remove their face covering in the following situations:~~

- ~~1. Eating or drinking~~
- ~~2. Communicating with an individual who is deaf or hard of hearing;~~
- ~~3. Communicating with an individual who has a disability, medical condition, or mental health condition that makes communication with that individual difficult while wearing a face covering;~~
- ~~4. Participating in activities, such as showering, that would cause the face covering to become wet;~~
- ~~5. Receiving a service, such as a nursing or medical service, which would be difficult or impossible to perform with a face covering;~~
- ~~6. When staff are working alone, including when alone in an office, classroom, cubicle with walls or barriers (including Plexiglas) that are at least face level, or other enclosed work area;~~
- ~~7. When playing musical instruments that make wearing a face covering difficult or impracticable[†]and~~
- ~~8. When asked to remove the covering for identification purposes, such as when a person enters a school building during the school day and a staff member asks the person to remove the face covering briefly for the purposes of verifying the person's identity.~~

~~V. WHEN FACE SHIELDS ARE PERMITTED AS AN ALTERNATIVE TO FACE COVERINGS~~

~~A. A face shield may be used as an alternative to a face covering when:~~

- ~~1. Wearing a face covering is problematic for a student in grades kindergarten through eighth grade.~~
- ~~2. Staff wearing a face covering may impede the educational process.~~
- ~~3. Staff, students, or visitors cannot tolerate a face covering due to a developmental, medical, or behavioral health condition.~~
- ~~4. A face covering would impede the direct student support services being provided by staff.~~
- ~~5. A face covering would interfere with religious attire that is worn as part of a sincerely held religious belief.~~

~~[†]Depending on the activity, face shields should also be considered as an alternative.~~

- ~~6. A visitor states that he or she cannot wear a face covering due to a medical condition, mental health condition, or disability; or a face covering would interfere with religious attire that is worn by the visitor as part of a sincerely held religious belief.~~

~~VI. COMPLIANCE~~

~~A. Discipline of Students.~~

~~This policy contains reasonable school board regulations. Any student who is not exempt from the requirements of this policy and who willfully violates this policy is subject to discipline. The District will administer such discipline in accordance with the Minnesota Pupil Fair Dismissal Act and the Individuals with Disabilities Education Act.~~

~~B. Discipline of Employees~~

~~Nonexempt employees who refuse to wear a face covering will be subject to discipline. Employees must understand the importance of complying with District policies because employees serve as a role model for students and because their actions play an important role in protecting the health and safety of our students and colleagues.~~

Cross-References:

[HM220 Isolation Policy](#)

Other References

[MDH Best Practice Recommendations for COVID-19 Prevention in Schools](#)

[CDC Consistent and Correct Mask Use](#)

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

DISTRICT POLICY

First Read

Policy Series: Health and Medical

Subject: Quarantine

Board Approved: August 2021

Board Reviewed:

HM 220-QUARANTINE

I. PURPOSE AND GENERAL STATEMENT OF POLICY

The District serves some of the most vulnerable and medically fragile students in Hennepin County, if not the State. The Board is committed to putting in place health and safety measures that are designed to protect students and staff.

The Board has weighed the health, safety, political and educational factors relevant to this policy as part of its policymaking process. This policy is based upon the public health guidance and COVID-19 knowledge available at the time it was adopted. Administrators and the Student and Staff Safety Manager Health and Safety/COVID Coordinator will be the final interpreters of public health guidance in implementing this policy.

II. GENERAL STATEMENT OF POLICY

Students or staff, regardless of work location, who are showing symptoms of COVID-19, who have tested positive for COVID-19, or who are an unvaccinated close contact of someone who has a positive test or symptoms of COVID-19, will be required to isolate or quarantine in accordance with public health guidance. Staff may use paid leave for isolation or quarantine.

III. DEFINITIONS

A. Close contact. Someone who was within 6 (six) feet of an infected person for a cumulative total of 15 minutes or more over a 24-hour period (for example, 3 (three) individual 5 (five) minute exposures for a total of 15 minutes) starting from 2 (two) days before illness onset (or, for asymptomatic patients, 2 (two) days prior to testing specimen collection) until the time the infected person is isolated.

1. **Exception:** In the indoor classroom setting, the close contact definition excludes **students** who were within 3 (three) to 6 (six) feet of an infected student (laboratory confirmed or a clinically compatible illness) where both the infected student(s) and exposed student(s) were engaged in consistent and correct use of well-fitting masks.

2. This **exception does not apply** to teachers, staff, or other adults in the indoor classroom setting.

B. Fully Vaccinated.

It has been 14 days or more since the employee received the 2nd shot of either the Pfizer or Moderna vaccine or the single dose of the Johnson & Johnson vaccine.

C. Incubation period.

The amount of time it takes to develop infection after exposure to a virus. For COVID-19, this period ranges from 2 (two) to 14 days.

D. Infectious period. The period of time a person with COVID-19 can spread the virus to others. It includes the 2 (two) days before a person has symptoms through at least 10 days after symptoms start. For a person without symptoms, the infectious period is 2 (two) days before the date the person tests positive for COVID-19 and until at least 10 days after. A person may be infectious with COVID-19 for longer if they are immunocompromised or have a severe illness.

E. Isolation. When a person who tests positive for COVID-19 stays at home (or their place of residence) and away from others, even those living in the same home. This prevents them from spreading the disease to others. The isolation period for COVID-19 is at least 10 days from start of symptoms, or from the test date if the person has no symptoms, and until 24 hours without fever, without using medicine that reduces fever, and until symptoms have improved. The period could be longer if a person's symptoms do not improve, or the person is immunocompromised.

F. Quarantine. Quarantine is when a person who is a close contact of someone with COVID-19 stays at home and away from others for up to 14 days to avoid spreading COVID-19 during the incubation period when they could become ill.

IV. STUDENTS WITH COVID-19 OR EXPOSURE TO COVID-19

For any COVID-19 related concerns, exposures, symptoms, and confirmed cases, families/students shall contact the school nurse. The school nurse will help families identify their options and isolation or quarantine time, if any, using the [MDH Exclusion Flowchart](#) and other relevant guidance. Students will be required to isolate or quarantine as directed.

V. STAFF WHO ARE A CLOSE CONTACT TO SOMEONE WITH COVID-19

Staff shall be required to isolate or quarantine as directed, per the [MDH Exclusion Flowchart](#).

VI. STAFF WITH COVID-19 SYMPTOMS OR POSITIVE TEST

Staff shall be required to isolate or quarantine as directed, per the [MDH Exclusion Flowchart](#).

VII. FAILURE OR REFUSAL TO QUARANTINE

A. Students

Students who do not isolate or quarantine as directed will be subject to discipline.

B. Staff

Staff who do not isolate or quarantine as directed will be subject to discipline.

Cross References:

HM200 Face Covering Policy

HM240 Required Testing or Proof of Vaccination Policy

Other References

[CDC: Quarantine and Isolation](#)

[MDH: Narrative for the Recommended COVID-19 Decision Tree for People in Schools, Youth Programs, and Child Care Programs](#)

[MDH Best Practice Recommendations for COVID-19 Prevention in Schools for the 2021-22 School Year](#)

October 2023
Volume 21
Number 1

Igniting a Passion for Science and Conservation: Mankato's Outdoor Classroom Adventure

October 6, 2023
Board of Directors Meeting
7 a.m. - 9 a.m.
Quora Education Center
NE Metro 916
Little Canada

October 27, 2023
Executive/Legislative Committee Meeting
7:30 a.m. - 9 a.m.
Anderson Center
Bethel University
Arden Hills

November 3, 2023
Board of Directors Meeting
7 a.m. - 9 a.m.
Quora Education Center
NE Metro 916
Little Canada

November 9, 2023
Annual Conference
8 a.m. - 3:30 p.m.
Minneapolis Marriott
Northwest
Register here:
<https://www.amsd.org/conference2023/>

In Mankato, Minnesota, a unique and transformative educational experience is unfolding for sophomores and juniors enrolled in general biology courses. These learners are not just settling into traditional classroom learning; they're taking their studies outdoors, embarking on a journey through Minneopa State Park. This immersive field trip is part of a collaboration between the school, the Minnesota Department of Natural Resources (DNR), the Minnesota Pollution Control Agency (MPC), and Minnesota State University Mankato's Water Resources Center. In its second year, this partnership continues to ignite a passion for science and conservation among students.

Mankato Area Public Schools' partnership with these organizations offers students a remarkable opportunity to apply classroom knowledge to real-life situations. By stepping into the natural world of Minneopa State Park, they gain insights and experiences that textbooks alone cannot provide.

The field trip is structured around rotating stations, each offering a unique learning experience. These stations cover a diverse range of topics including aquatic life, bison, birds, and prairie grasses. Through this interactive approach, students engage with the park's ecosystem in a holistic manner.



Students at Minneopa State Park during a high school biology field trip, pictured here in the aquatic rotation of the trip.

Continued on page 2

As this month's research article notes, 19 AMSD member school districts have important referendum questions on the ballot this fall. The article includes links to the school district website where detailed information about the referendum questions can be found. In addition, many AMSD districts have school board elections this fall. You can see what's on your ballot and find information about how to vote early by mail or in person on the Minnesota Secretary of State's website: <http://www.sos.state.mn.us/elections-voting/>. Most importantly, if you have a local referendum, school board or city election, I encourage you to exercise your right to VOTE!

From the AMSD Chair, Marcus Hill, West St. Paul-Mendota Heights-Eagan Board Member

Empowering Students to Connect With Nature and Become Future Stewards of Our Planet

Continued from page 1

One of the station highlights is the exploration of aquatic life. Students delve into the park's water bodies, donning waders and collecting specimens of aquatic organisms. This hands-on activity not only teaches students about the diversity of aquatic life but also underscores the importance of preserving water quality and ecosystem health.

Minneopa State Park is home to a thriving bison herd. For many students, encountering these animals in their natural habitat is a memorable experience. It offers insights into wildlife behavior, the role of predators in ecosystems, and the importance of conserving endangered species.

Last year, the Mankato Area Public Schools' Mankato East High School introduced a new wildlife ecology class project as part of their existing partnership with the Minnesota Department of Natural Resources through the School Forest program. This initiative provides students with hands-on experiences in wildlife conservation and management, further enriching their understanding of ecological principles. Students in the wildlife ecology class also participate in tapping silver maple trees within their school forest. This hands-on experience allows them to learn about tree physiology, forest ecology, and the importance of sustainable forestry practices.



Mankato Public Schools students from Mankato East pouring sap into collection buckets to make syrup.

The Minnesota Pollution Control Agency (MPC) contributes to the field trip by raising awareness about environmental issues. Students engage in discussions and activities that emphasize the impact of human activities on the environment. They learn about pollution control, sustainable practices, and the vital role of conservation in preserving our natural resources.

Minnesota State University Mankato's Water Resources Center adds an academic dimension to the field trip. Students participate in data collection exercises, using scientific tools to measure various environmental parameters. This hands-on research experience fosters critical thinking skills and allows students to engage with university-level experts in water resources and environmental science.

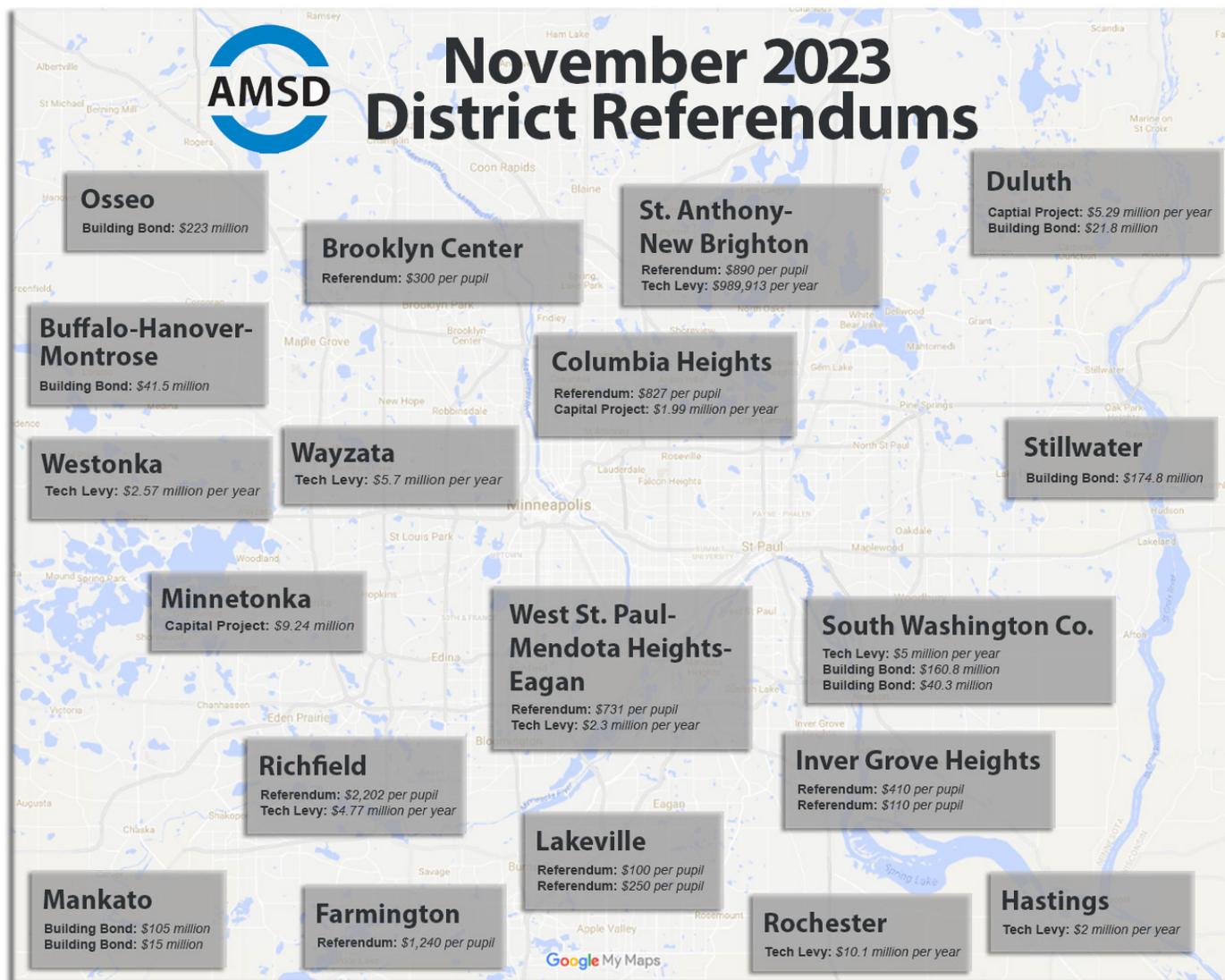
The partnership between Mankato Area Public Schools, the Minnesota Department of Natural Resources, the Minnesota Pollution Control Agency, and Minnesota State University Mankato's Water Resources Center has transformed the traditional classroom into an interactive, immersive, and inspiring learning environment.

As students explore the natural world, from the intricacies of aquatic ecosystems to the bison in their habitat, they are not just learning about science; they are becoming active participants in conservation efforts. This partnership highlights the care that is needed for the environment to thrive, a sense of responsibility towards preserving it, and the knowledge and skills to effect positive change.

In this collaboration, education transcends the classroom walls, empowering students to connect with nature and become future stewards of our planet. We are proud to partner with local agencies and institutions. They can enhance the educational experience and ignite a lifelong passion for science and conservation in our youth.

This month's member feature was submitted by Melanie Helling, Communications Coordinator, Mankato Area Public Schools.

Nineteen AMSD Districts on the November Ballot With Referendums



Nineteen AMSD school districts have 29 referendum questions on the ballot on Nov. 7 — the most since 2017, when 20 districts had questions before their voters. The ballot questions include operating referendum requests, capital project levy renewals or increases, and/or bond questions. A [chart on the AMSD website](#) outlines the AMSD member district referendum questions and includes a link to the school district website where detailed information about the referendum questions can be found.

Why are referendums necessary?

In short, referendums are an integral component of Minnesota’s education funding system. While the education bill approved in the 2023 legislative session provided a significant overall funding increase and made important progress toward reducing the massive funding shortfalls in the special education and English learner programs, education funding remains primarily a state and local partnership in Minnesota with a modest share of funding from the federal government. The importance of the local component of that partnership is illustrated in the graph below. Two key local levies, voter approved referendum revenue (9 percent) and local optional revenue (6.9 percent), provide nearly 16 percent of

Continued on page 4

Historic Inflation Impacts School District Budgets

Continued from page 3

general education revenue.

The most important funding stream, provided by the State, is the basic education formula which accounts for just over 70 percent of general education revenue. While overall state education spending has exceeded inflation since 2003, the basic formula has lagged far behind the rate of inflation. In fact, the basic formula would be [\\$1,356 per pupil higher today if it has kept pace with inflation since 2003](#). School districts are left to turn to the operating referendum to make up the difference.

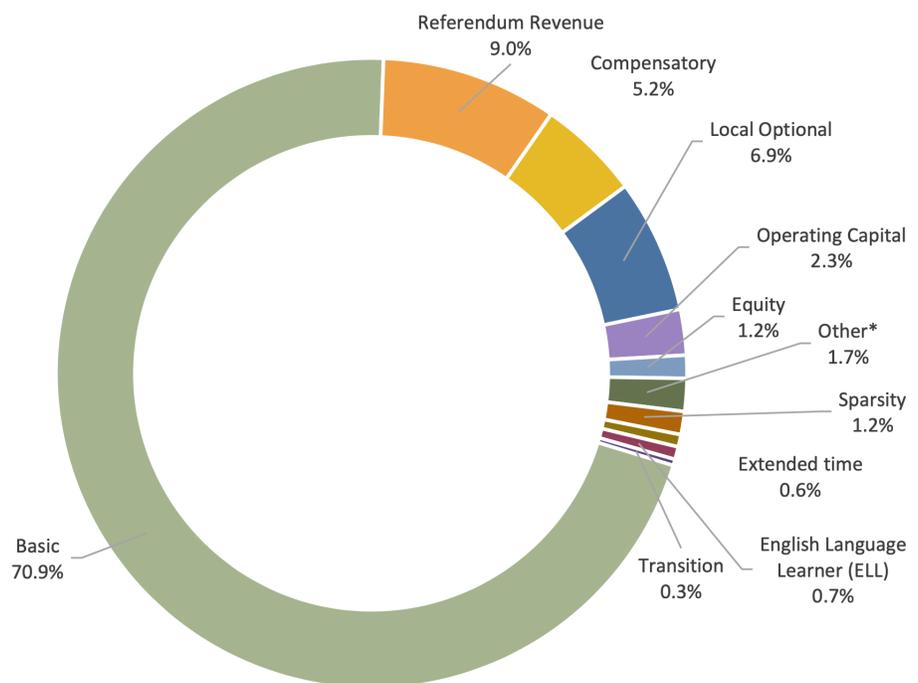
The historic inflation rates experienced over the past few years have had a major impact on school district budgets. While inflation has moderated in recent months, it was running at 9 percent a year ago. At the same time, school districts have faced unprecedented staffing shortages and had to respond by significantly increasing salaries in several job categories to fill vacancies.

Capital projects and bond referendums are critical to meet other financial needs. Capital projects referendums provide school districts with revenue to address needs related to classroom technology, cybersecurity assessments, building security, including cameras, door lock systems, visitor management systems, and emergency response structures. The State does not provide a dedicated funding stream for technology which is so critical to ensuring students have the opportunities they need to reach their full potential and graduate from high school prepared for post-secondary or career.

Major building projects are funded at the local level. The State provides funding for deferred maintenance and equipment purchases but new construction, additions to existing buildings, and major renovations are generally financed by the sale of bonds following the approval of a bond referendum by the voters.

Voters are encouraged to contact their local school officials if they have questions about their school district's referendum.

FY2023 General Education Program Components (2022-23 School Year)



*Other includes Declining Enrollment, Small Schools, Gifted & Talented, PSEO and various other Adjustments.

Source: Minnesota House of Representatives Fiscal Analysis Department, July 2022

AMSD/BrightWorks Annual Conference

Nov. 9



Registration is open for the AMSD/BrightWorks fall policy conference which will be held on Thursday, Nov. 9 at the Marriott Northwest in Brooklyn Park. The theme of this year's conference is *Embracing Student-Centered Learning and Artificial Intelligence*.

Jon Fila, a 2022 teacher of the year finalist and experienced educator with expertise in using artificial intelligence to enhance student learning opportunities will kick off the conference followed by an engaging panel discussion with educators and students sharing their experience and perspectives.

The conference also includes an outstanding lineup of breakout sessions led by AMSD members who will share their work in implementing student-centered learning initiatives and/or using artificial intelligence to improve student learning. The deadline to register is Friday, Nov. 3.

- [LINK: Register for the 2023 Conference](#)

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Board Calendar (Second & Fourth Thursday of the Month)

Start Time: 6:30 PM

January 2023 – December 2023	
January 26, 2023	
February 9, 2023	February 23, 2023
March 9, 2023	March 23, 2023
April 13, 2023	
May 11, 2023	May 25, 2023
June 8, 2023	June 22, 2023
No July Meeting	
August 24, 2023	
September 14, 2023	September 28, 2023
October 12, 2023	October 26, 2023
November 9, 2023	
December 14, 2023	

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Board Calendar (Second & Fourth Thursday of the Month)

Start Time: 6:30 PM

January 2024 – December 2024 <i>TENTATIVE</i>	
January 11, 2024 Conflict MSBA Meeting January 25, 2024	
February 8, 2024	February 22, 2024
March 14, 2024	March 28, 2024
April 11, 2024	
May 9, 2024	May 23, 2024
June 13, 2024	June 27, 2024
No July Meeting	
August 22, 2024	
September 12, 2024	September 26, 2024
October 10, 2024	October 24, 2024
November 14, 2024	
December 12, 2024	

INTERMEDIATE DISTRICT 287
October 26, 2023
SCHOOL BOARD CALENDAR

October 2023

24	Tuesday	Local 2209 & Board Meeting	1:00 PM	HYBRID
26	Thursday	General Meeting of the Board	6:30 PM	DSC

November 2023

09	Thursday	General Meeting of the Board	6:30 PM	DSC
----	----------	------------------------------	---------	-----

December 2023

05	Tuesday	Get on the Bus – Itinerant Services	8:30 AM	DSC
12	Tuesday	Local 2209 & Board Meeting	1:00 PM	HYBRID
14	Thursday	General Meeting of the Board	6:30 PM	DSC

TENTATIVE 2024 DATES**January 2024**

25	Thursday	General Meeting of the Board	6:30 PM	DSC
----	----------	------------------------------	---------	-----

February 2024

06	Tuesday	Get on the Bus – Hennepin Technical College	8:30 AM	DSC
08	Thursday	General Meeting of the Board & <i>Board Retreat</i>	6:30 PM	DSC
20	Tuesday	Local 2209 & Board Meeting	1:00 PM	HYBRID
22	Thursday	General Meeting of the Board	6:30 PM	DSC

March 2024

14	Thursday	General Meeting of the Board	6:30 PM	DSC
28	Thursday	General Meeting of the Board	6:30 PM	DSC

April 2024

11	Thursday	General Meeting of the Board	6:30 PM	DSC
23	Tuesday	Local 2209 & Board Meeting	1:00 PM	HYBRID

May 2024

09	Thursday	General Meeting of the Board – <i>Board Retreat</i>	6:30 PM	DSC
23	Thursday	General Meeting of the Board	6:30 PM	DSC

June 2024

13	Thursday	General Meeting of the Board	6:30 PM	DSC
18	Tuesday	Get on the Bus – West Suburban Summer School	8:30 AM	DSC
27	Thursday	General Meeting of the Board	6:30 PM	DSC

- ◆ General Board Meeting – Date Change
- ◆ New Event
- ◆ Event Date Change

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Get on the Bus & Local 2209 Breakfast Schedule
2023-2024

Get on the Bus

~~Tuesday, October 17th~~

~~Ann Bremer Education Center~~

~~Bus leaves 287 DSC @ 8:30 AM~~

~~ReNae Bowman~~ _____ ~~Kim Holmes~~ (Robbinsdale) _____

~~Anne Casey~~ _____ ~~Crystal Brakke~~ _____

~~Michael Remueal~~ _____ ~~Michèle Kunz~~ _____

Tuesday, December 5th

Itinerant

Bus leaves 287 DSC @ 8:30 AM

ReNae Bowman _____ Michèle Kunz _____

Tuesday, February 6th

Hennepin Technical College

Bus leaves 287 DSC @ 8:30 AM

Crystal Brakke _____ Michèle Kunz _____

ReNae Bowman _____ _____

Tuesday, June 18th

West Suburban Summer School

Bus leaves 287 DSC @ 8:30 AM

Crystal Brakke _____ Renae Bowman _____

Shannon Andreson _____ Michèle Kunz _____

Local 2209/Board Meeting

1:00 PM

Tuesday, October 24th
District Service Center
(3rd Floor – Room 316)

Crystal Brakke

Renae Bowman

Michèle Kunz

Tuesday, December 12th
District Service Center
(3rd Floor – Room 316)

Crystal Brakke *(Tentative)*

Renae Bowman

Michèle Kunz

Tuesday, February 20th
District Service Center
(3rd Floor – Room 316)

Crystal Brakke

Renae Bowman

Michèle Kunz

Tuesday, April 23rd
District Service Center
(3rd Floor – Room 316)

Crystal Brakke

Renae Bowman

Michèle Kunz