

General Meeting of the Board
Thursday, December 12, 2024 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 November 14, 2024
 - 4.2. Routine Human Resources Activities for December 12, 2024
 - 4.3. Monthly Financial Report - October 2024
 - 4.4. Authorization of Issuance of Individual Procurement Cards (P-Cards)
5. **SHARE THE SUCCESS & RECOGNITION - (10 minutes)** (*Information*)
 - 5.1. Student Spotlight: Northern Star Online
 - 5.2. Above & Beyond: Career and Tech Center (CTC)
6. **SUPERINTENDENT'S REPORT - (30 minutes)**
 - 6.1. 2025-2026 and 2026-2027 School Calendars (*Action*)
 - 6.2. Intermediate District 287 Logo Redesign (*Information*)
7. **INSTRUCTIONAL REPORT - (40 minutes)**
 - 7.1. Therapeutic Teaching Model (*Information*)
 - 7.2. Comprehensive Achievement and Civic Readiness (CACR) (*Action*)
8. **BUSINESS SERVICES & LABOR RELATIONS REPORT - None**
 - 8.1. Facilities Report - None
 - 8.2. Financial Report - None
 - 8.3. Human Resource Report - None
9. **BOARD BUSINESS - (15 minutes)** (*Information*)
 - 9.1. Policy Review & Revision
 - 9.1.1. 401 Equal Employment Opportunity Policy (*Information*)
 - 9.1.2. 402 Disability Nondiscrimination Policy (*Information*)
 - 9.1.3. 412 Expense Reimbursement (*Information*)
 - 9.1.4. 709 Student Transportation Safety (*Information*)
 - 9.1.5. 419 Tobacco-Free Environment (*Action*)
 - 9.2. Board Reports (*Information*)
 - 9.2.1. Chair Report
 - 9.2.1.1. Officer Election Process (*Information*)
 - 9.2.2. AMSD Report
 - 9.2.2.1. December 2024 AMSD Connections Newsletter
 - 9.3. District News
 - 9.3.1. School Board Calendars 2024 & 2025
 - 9.3.2. December 12, 2024, Board Event Calendar
 - 9.3.3. 2024-2025 Get on the Bus/Local 2209 & Board Meeting Schedule
 - 9.3.4. MSBA Annual Leadership Conference
 - 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
November 14, 2024
MINUTES

1. CALL TO ORDER

Board Chair Brakke called the general meeting to order at 6:32 PM in the District Service Center Boardroom and by the use of District 287 Teleconferencing. Board Clerk Michael 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 nine (11) member districts represented and the following Board members in attendance:

286	Brooklyn Center	Ruthie Dallas
272	Eden Prairie	Kim Ross
273	Edina	Michael Birdman
270	Hopkins	Shannon Andreson
276	Minnetonka	Michael Remucal
278	Orono	Karen Orcutt
280	Richfield	Crystal Brakke
281	Robbinsdale	ReNae Bowman
283	St. Louis Park	Anne Casey
284	Wayzata	Dan Ginestra
279	Westonka	Heidi Marty

Absent: 279/Mosqueda-Jones

Guests: Madison Dash and Kelly Dash

287 Administration: Superintendent Doud, Dr. Tonya Allen, Melissa Brateng, Camille Hepola, Dr. Elisabeth Lodges Rogers, Brian Schultz, Dr. Jon Voss, Dr. Kevin Witherspoon, Kiarra Zackery, and Wauneen Denson-Mgeni

287 Staff Members: Dr. Elizabeth Lam, Cassandra Cook, Sophie Chabin, Amanda Klutman, Katie Ha, Danya Brown-Castro, Mai Yang, and Shawn Garvey

2. APPROVAL OF GENERAL MEETING AGENDA

The general meeting agenda was presented for approval. *Motion by Dan Ginestra, seconded by Heidi Marty, 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 minutes from the General Meeting of the Board Minutes from October 24, 2024, Routine Human Resources Activities for November 14, 2024, and Approval of Fund Balance Transfer. *Motion by Anne Casey, seconded by Michael Birdman, to approve the Consent Agenda as presented. All in favor. Motion carried unanimously.*

5. SHARE THE SUCCESS & RECOGNITIONS

Dr. Elizabeth Lam, the Assistant Director of Special Education, began the meeting by introducing Madison Dash, an Itinerant Student (Hopkins Public Schools), Cassandra Cook, an Itinerant Instructor dedicated to supporting students with special needs, and Sophie Chabin, an Orientation and Mobility Specialist who provides essential services for students in Itinerant programs.

Dr. Lam provided a comprehensive overview of the Itinerant program, explaining its mission to offer specialized educational support to students who require assistance in various environments outside of the traditional classroom setting. She highlighted the importance of collaboration among educators, specialists, and families to create effective learning experiences tailored to each student's unique needs.

Cassandra and Sophie then took the floor to discuss Madison's remarkable progress at Intermediate District 287. They detailed specific strategies used in her education, described the range of tools and equipment that assist her daily, and illustrated how these resources have facilitated her learning and independence.

Madison herself shared her personal journey, reflecting on the challenges she faced and the growth she has experienced since becoming a part of District 287. She spoke about the supportive environment, and the skills she is acquiring, which have significantly enhanced her confidence and overall development.

Amanda Klutman, Care & Treatment Principal, introduce Katie Ha as the November 2024 Above & Beyond Award Winner. Kattie was nominated in the category Racial Equity, Employee Well-being by her colleagues. Katie thanked the School Board, Superintendent Doud, Administration, and her colleagues.

6. SUPERINTENDENT’S REPORT - None

7. INSTRUCTIONAL REPORT

Brian Schultz, the Executive Director of Business Services, presented an update regarding enrollment for the 2024-2025 school year. He discussed key factors influencing enrollment numbers, highlighting the implications of these figures for budgeting and resource allocation within the district.

Kiarra Zackery, Director of Equity and Inclusion, Danya Brown-Castro, Equity and Inclusion Professional Support Liaison, and Mai Yang, Equity and Inclusion Program Analyst, presented an update on the initiatives and plans of the Talent Development Division for the upcoming 2024-2025 school year. Their presentation highlighted key strategies aimed at promoting equity and inclusion within the educational framework, outlining specific goals and objectives that will guide the division's efforts in supporting diverse student populations and enhancing talent development opportunities throughout the school district. They also discussed potential collaborations and support services to ensure all students have equitable access to resources necessary for their academic and personal growth.

Kiarra Zackery, the Director of Equity and Inclusion, provided an overview of the American Indian Parent Advisory Committee’s plan for funding in the 2024-2025 school year.

Dr. Jon Voss, Director of Teaching and Learning provided a detailed and comprehensive report and recommended approval of the World’s Best Workforce Plan. *Motion by Anne Casey, seconded by Shannon Andreson, to approve the World's Best Workforce Plan as presented. No votes against. Motion carried.*

8. BUSINESS SERVICES & LABOR RELATIONS REPORTS - None

Facilities Report

Financial Report

Human Resources Report

9. BOARD BUSINESS

Policy Review & Revision - None

Chair Report – None

Board Chair Brakke informed Board members that she will assign a nominating committee by December 23. Also, Chair Brakke briefly provided an update that we have five 287 Board members' terms up on December 31.

AMSD Report

Once Around the Table

10. ADJOURNMENT

Motion was heard and seconded to adjourn the meeting. Meeting adjourned at 8:51 PM.

The next general meeting will be held on December 12, 2024, at 6:30 PM in the District Service Center Boardroom and by Teleconference.

Submitted by
Wauneen Denson-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 December 12, 2024

New Hires					
Name	Position	Department or Site	Reason for Opening	Effective Date	FTE
Benjamin Bailey	Educational Support Professional	North Education Center	Separation: T. Mason	11/19/2024	.875
Makan Kromah	Educational Support Professional	North Education Center	Open Position	11/19/2024	.875
Paul Brown	Educational Support Professional	South Education Center	Open Position	11/19/2024	.875
Alisson Castillo	Educational Support Professional	South Education Center	Open Position	11/19/2024	.875
Elena Aguilar	Educational Support Professional	South Education Center	Open Position	12/03/2024	.875
Emmanuel Ndjom	Educational Support Professional	South Education Center	Additional Enrollment	10/22/2024	.875
Kofa Nelson	Educational Support Professional	Ann Bremer Education Center	Open Position	11/05/2024	.875
Anquinetta Phillips	Educational Support Professional	North Education Center	Open Position	12/03/2024	.875
RhoMel West	Educational Support Professional	South Education Center	Additional Enrollment	08/26/2024	.875
Christopher Lawler	Chemical Health Counselor	District Service Center	Separation: D. Mackie	12/17/2024	1.0
Jenny Naxay	Administrative Support IV - Student Supports	District Service Center	Internal Transfer: C. Brooks	12/02/2024	1.0
Dwquita Nash*	Community School Coordinator	South Education Center	New Position	12/02/2024	1.0

*Current Employee

Temporary Hiring Agreement: Assignments				
Name	Position	Department or Site	Effective Date	End Date
Sandra Tufte	P/HD Teacher - Long Term Substitute	Itinerant Services	12/02/2024	02/07/2025

Temporary Hiring Agreement: Out of Field Permissions					
Name	Position	Department or Site	Reason for Opening	Effective Date	FTE
Fully Licensed Current Staff					
Andrea Eastman	EBD Teacher	West Education Center	Temporary License	11/07/2024	1.0

Temporary Hiring Agreement: Tier 1 or Tier 2 Licenses					
Name	Position	Department or Site	Reason for Opening	Effective Date	FTE
Tier 2 Hires					
Kaitlyn Hoffman	School Counselor	North Education Center	Resignation M. Christenson	11/19/2024	1.0

Extended Leaves of Absence:					
Name	Position	Department or Site	Effective Date	End Date	FTE
Megan Petrowiak	Educational Support Professional	West Education Center	10/15/2024	12/20/2024	.875
Savannah Senner	Educational Support Professional	South Education Center	11/11/2024	06/06/2025	.875
Taylor Burns	Administrative Support	Student Information Systems	11/20/2024	12/20/2024	.2
Julia Becker	Specialized Instructional Coach	Ann Bremer Education Center	11/20/2024	06/06/2025	.4
Andrea Eastman	Educational Support Professional to accept a temporary licensed position	West Education Center	11/07/2024	06/06/2025	.875

Separations: Dismissal			
Name	Position	Department/Site	Effective Date
Teanna Watson	Educational Support Professional	Ann Bremer Education Center	11/20/2024
Michael Doege	Facility Maintenance Worker	North Education Center	11/22/2024

Separations: Resignation				
Name	Position	Department or Site	Reason (if internal movement)	Effective Date
Hait Ali	Behavior Intervention Specialist	Ann Bremer Education Center	Personal Reasons	11/18/2024
Keila Dipietro	ASD Teacher	Ann Bremer Education Center	Personal Reasons	11/25/2024
Carla Knudson	Educational Support Professional	Ann Bremer Education Center	To accept a 2209 License Position	12/02/2024
Tomeisha Dixon	Educational Support Professional	South Education Center	Personal Reasons	11/26/2024
Kylee Vik	Interpreter	Itinerant Services	Personal Reasons	12/06/2024
Dwquita Nash	Family Engagement Specialist	Student Supports Department	To accept another Unaffiliated Position	12/02/2024

Separations: Retirements (Regular/Disability)			
Name	Position	Department or Site	Effective Date
Rosalie Kranz	Educational Support Professional	South Education Center	09/04/2025

Other:				
RECOMMEND the Board's approval to credit Aspen Townsend, Speech Language Pathologist for Itinerant Services, with four (4) 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.				
Jessica Larson	Donor Name Withheld by Request	Tracy Mooney	Donor Name Withheld by Request	
RECOMMEND the Board's approval to credit Letitia Jennings-Holmes, with 2 (two) 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.				
Becky Aish	Donor Name Withheld by Request			

CONSENT AGENDA - RECOMMENDATION

Intermediate District 287
RESPONSIVE. INNOVATIVE. SOLUTIONS.

October Monthly Financial Reports

December 12, 2024

Author

Dana Trattles, Business Services Administrative Support
Brian Schultz, Executive Director of Business Services & Operations

Summary

The October Budget to Actual Comparison and other financial Reports for Board approval

- Revenues are at 36.9% of budget, this is above the prior two years percentages.
- Expenditures are at 22.6% of budget, this is below the prior two years percentages.
- Monthly disbursements totaled \$9,241,277.44 (\$5,515,265.43 through Accounts Payable, \$317,398.53 Bond payments through wire transfer, and \$3,408,613.48 through Payroll).
- Regular Investments totaled \$40,701,369.14 including earned interest and dividends totaling \$120,868.14.
- 2022A LTFM Bond Investments had a total balance of \$2,876,504.47 and the activity for the month was distribution for expenses of \$178,698.47 and interest earnings of \$8,081.63.
- Cash is above the two prior year's level.
- Enrollment Reports – October 2024 Actual ADM compared to Budget Planning and Prior Year (October 2023):
 - ALC – 263.94 ADM which is 16.94 above budget and 17.02 ADM above prior year.
 - Career & Technical Pathways – 96.44 ADM which is 14.44 above budget and 32.56 ADM above prior year.
 - Special Education – 537.53 ADM which is 33.91 below budget and 72.51 ADM above prior year.
 - Care & Treatment – 80.69 ADM which is 24.26 below budget and 3.63 ADM below prior year.
- Donations – Cash \$500.00 and Lawn equipment for Pathways Program at Career Technical Center (HTC).

The amounts shown for 2023-24 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.

Recommendation

The Board approve the October Monthly Financial Reports.

DISTRICT 287
REVENUE COMPARISON

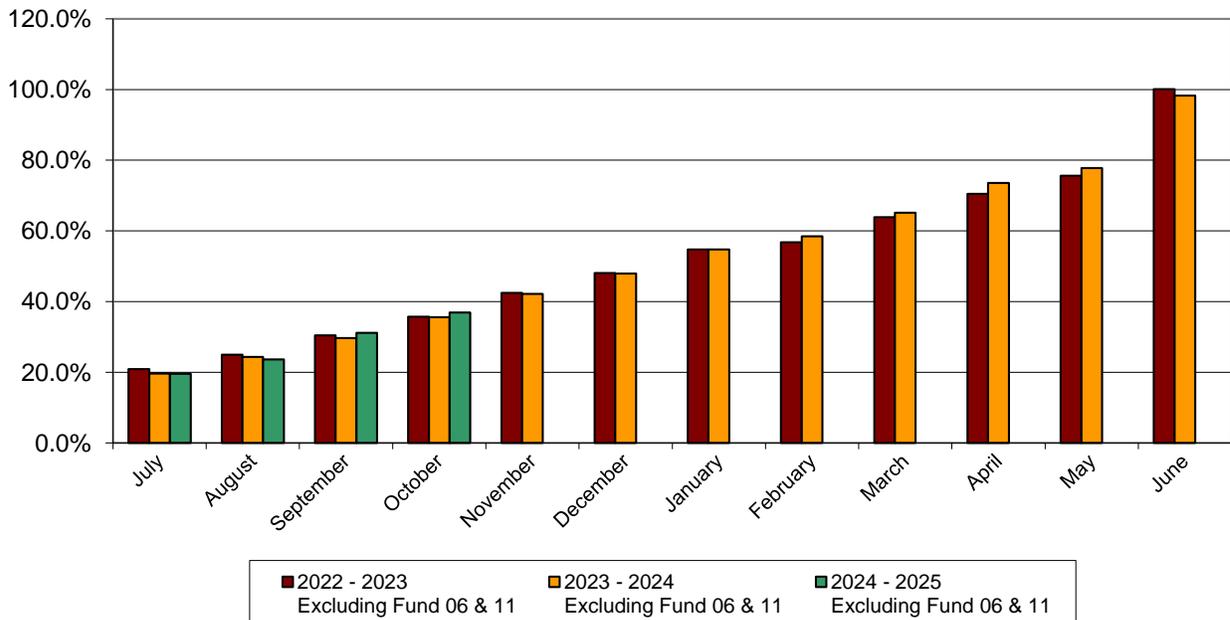
Month	2022 - 2023		2023 - 2024		2024 - 2025		2024 - 2025	
	Excluding Fund 06 & 11		Excluding Fund 06 & 11		Excluding Fund 06 & 11		Including Fund 06 & 11	
	\$	%	\$	%	\$	%	\$	%
July	23,192,942	20.9%	23,454,555	19.7% ²	26,130,396	19.5% ³	26,122,849	19.5%
August	4,486,051	25.0%	5,555,759	24.3% ²	5,533,085	23.7% ³	5,576,799	23.7%
September	6,032,596	30.4%	6,418,580	29.7% ²	9,995,943	31.1% ³	10,029,936	31.2%
October	5,841,372	35.7%	7,033,514	35.6% ²	7,739,129	36.9% ³	7,747,211	37.0%
November	7,490,646	42.4% ¹	7,853,633	42.2% ²				
December	6,260,247	48.1% ¹	6,852,360	47.9% ²				
January	7,338,783	54.7% ¹	8,090,580	54.7% ²				
February	2,303,833	56.8% ¹	4,501,636	58.5% ²				
March	7,885,058	63.9% ¹	7,937,907	65.2% ²				
April	7,250,156	70.4% ¹	10,002,641	73.5% ²				
May	5,714,807	75.6% ¹	5,089,254	77.8% ²				
June	27,134,282	100.1% ¹	24,442,780	98.3% ²				
TOTAL	110,930,774	100.1%	117,233,200	98.3%	49,398,553	36.9%	49,476,795	37.0%
BUDGET	110,842,085 ¹		119,257,057 ²		133,794,419 ³		133,874,419	

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

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

³ excludes Funds 06 & 11 budgeted revenue of \$80,000

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



_Board- Revenue/Expense Summary by Fund Report

October	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	18,528,330.00	975,121.39	4,757,739.88	25.68%	13,770,590.12
02 - FOOD SERVICE FUND	843,993.00	974,270.00	53,488.85	72,661.29	7.46%	901,608.71
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	9,062,376.00	25.63	6,589,449.78	72.71%	2,472,926.22
08 - TRUST FUND	0.00	0.00	0.00	0.00		0.00
10 - SCHOLARSHIP FUND	2,858.84	5,356.00	0.00	0.00	0.00%	5,356.00
11 - LTFM BOND FUND	4,728,829.75	80,000.00	8,081.83	78,241.91	97.80%	1,758.09
12 - ALC - ACADEMIC FUND	11,042,500.82	13,357,314.00	1,860.87	3,330,976.43	24.94%	10,026,337.57
13 - CAREER & TECH FUND	1,711,624.95	2,674,173.00	90,352.40	1,003,643.94	37.53%	1,670,529.06
14 - SPECIAL EDUCATION FUND	58,172,477.16	74,387,375.00	5,220,708.29	29,346,944.66	39.45%	45,040,430.34
20 - INTERNAL SERVICE FUND	612,445.43	686,700.00	63,566.79	199,825.65	29.10%	486,874.35
21 - SELF HEALTH INSURANCE FUND	13,199,338.39	14,111,440.00	1,332,197.77	4,095,521.52	29.02%	10,015,918.48
51 - STUDENT CLUB FUND	23,059.36	7,085.00	1,807.50	1,790.00	25.26%	5,295.00
Total Revenue	115,659,603.29	133,874,419.00	7,747,211.32	49,476,795.06	36.96%	84,397,623.94

DISTRICT 287
EXPENDITURE COMPARISON

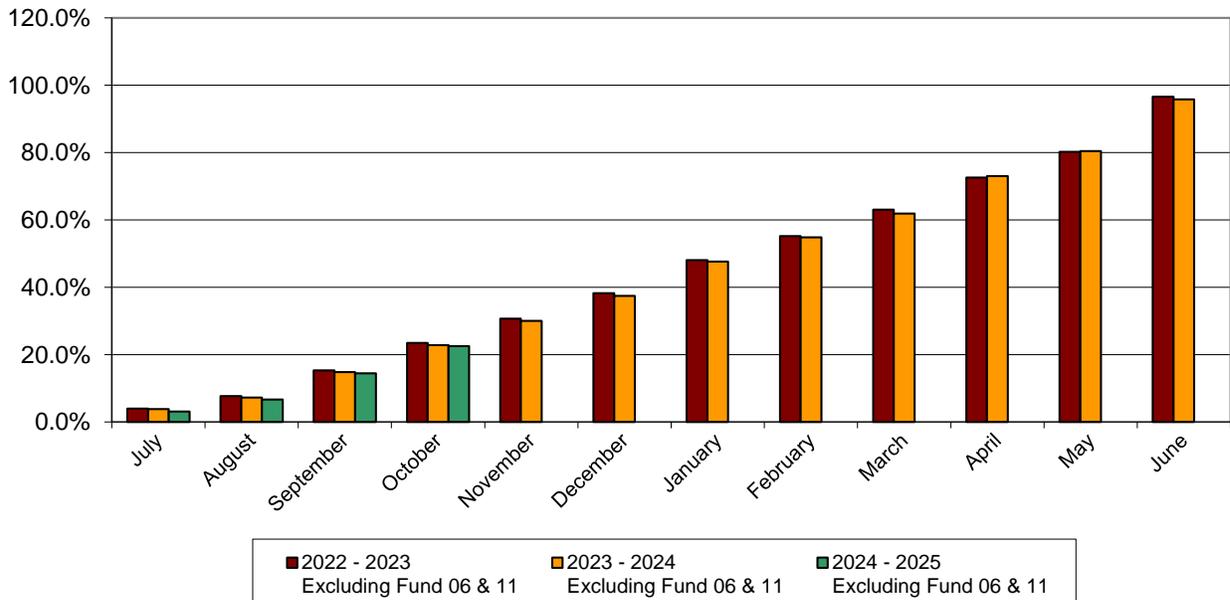
Month	2022 - 2023		2023 - 2024		2024 - 2025		2024 - 2025	
	Excluding Fund 06 & 11		Excluding Fund 06 & 11		Excluding Fund 06 & 11		Including Fund 06 & 11	
	\$	%	\$	%	\$	%	\$	%
July	4,329,606	3.9%	4,424,027	3.8% ²	4,013,490	3.1% ³	3,844,417	2.9%
August	4,135,827	7.7%	3,954,604	7.3% ²	4,735,735	6.7% ³	4,738,018	6.5%
September	8,396,694	15.3%	8,668,867	14.8% ²	10,198,405	14.5% ³	10,377,104	14.4%
October	9,015,517	23.5%	9,257,161	22.8% ²	10,581,202	22.6% ³	10,581,966	22.4%
November	7,908,978	30.7% ¹	8,286,923	30.0% ²				
December	8,310,856	38.2% ¹	8,555,529	37.4% ²				
January	10,876,386	48.1% ¹	11,690,319	47.6% ²				
February	7,802,263	55.2% ¹	8,340,543	54.8% ²				
March	8,659,691	63.0% ¹	8,148,996	61.9% ²				
April	10,529,808	72.6% ¹	12,848,626	73.0% ²				
May	8,408,779	80.2% ¹	8,498,201	80.4% ²				
June	18,041,489	96.6% ¹	17,696,852	95.8% ²				
TOTAL	106,415,894	96.6%	110,370,648	95.8%	29,528,833	22.6%	29,541,505	22.4%
BUDGET	110,162,497 ¹		115,244,351 ²		130,940,229 ³		132,116,006	

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

² excludes Funds 06 & 11 budgeted expenditures of \$947,361

³ excludes Funds 06 & 11 budgeted expenditures of \$1,175,777

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



Board- Revenue/Expense Summary by Fund Report

October 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	18,709,739.00	1,561,363.38	6,870,916.84	36.72%	11,838,822.16
02 - FOOD SERVICE FUND	843,993.00	974,270.00	90,922.19	248,191.72	25.47%	726,078.28
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	6,882,410.00	320,950.00	1,504,042.25	21.85%	5,378,367.75
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	12,526.00	0.00	0.00	0.00%	12,526.00
11 - LTFM BOND FUND	901,587.81	1,175,777.00	764.00	12,672.03	1.08%	1,163,104.97
12 - ALC - ACADEMIC FUND	11,091,023.89	13,237,994.00	1,050,371.01	3,495,304.80	26.40%	9,742,689.20
13 - CAREER & TECH FUND	1,796,507.00	2,633,283.00	154,232.18	357,267.53	13.57%	2,276,015.47
14 - SPECIAL EDUCATION FUND	56,771,373.61	74,503,269.00	6,405,310.04	14,112,185.47	18.94%	60,391,083.53
20 - INTERNAL SERVICE FUND	663,517.07	748,500.00	45,306.60	151,154.00	20.19%	597,346.00
21 - SELF HEALTH INSURANCE FUND	11,252,097.47	13,230,500.00	950,939.69	2,787,513.82	21.07%	10,442,986.18
51 - STUDENT CLUB FUND	29,760.78	7,738.00	1,807.14	2,256.16	29.16%	5,481.84
Total Expenses	107,317,481.88	132,116,006.00	10,581,966.23	29,541,504.62	22.36%	102,574,501.38

Intermediate District 287

Responsive. Innovative. Solutions.

INTER-OFFICE MEMORANDUM

DATE: **November 21, 2024**

TO: Members of the School Board

FROM: Brian C. Schultz, Exec. Dir. of Business Services & Operations

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

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

1. A/P payments for: October 2024	Totaling	\$	<u>5,515,265.43</u>
a) Check #'s 114673 - 114827			
and Wire Transfers - #'s 4000002044 - 4000002079, 9000006854 - 9000007016			
2. Bond payments for: October 2024	Totaling	\$	<u>317,398.53</u>
a) Wire Transfers - #'s JE's 20250107-20250108			
3. Payroll payments for: October 2024	Totaling	\$	<u>3,408,613.48</u>
a) Check #'s			
b) Direct Deposit #'s 9000142159 - 9000144080			
4. Receipts for: October 2024	Totaling	\$	<u>9,408,240.52</u>
a) Receipt #'s 20250335 - 20250488			
5. Invest. at end of mo. October 2024			
a) Fund 01 - General Fund	\$		40,701,369.14
b) Fund 11 - 2022A LTFM Bond (Construction Costs)	\$		<u>2,876,504.47</u>
	\$		<u>43,577,873.61</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
OCTOBER 2024

#01-104-00 - Investments (General)

INSTITUTION	RATE OF RETURN (%)	DATE	ACTIVITY	AMOUNT INVESTED
PMA - MNTrust IS Account Balance	4.799			4,054,117.47
PMA - MNTrust SDA - Nexbank, SSB - ICS, TX	4.800			16,154,205.74
PMA - MNTrust SDA - Bell Bank, MN	4.800			6,489,975.21
PMA - MNTrust SDA - Bank of China, NY	4.820			6,316,136.55
PMA - MNTrust CD - First State Bank of DeQueen, AR	5.261			237,400.00
PMA - MNTrust CD - BAC Community Bank, CA	5.209			237,500.00
PMA - MNTrust CD - NorthEast Community Bank, NY	5.215			237,500.00
PMA - MNTrust CD - The First National Bank of Hutchinson, KS	5.152			237,650.00
PMA - MNTrust CD - NexBank, TX	4.739			238,600.00
PMA - MNTrust CD - Bank Of Clarke, VA	4.333			239,500.00
PMA - MNTrust CD - Capital Credit Union, ND	4.437			239,300.00
PMA - MNTrust CD - COREBANK, OK	4.396			239,400.00
PMA - MNTrust CD - UNITED HERITAGE CREDIT UNION, TX	4.596			238,900.00
PMA - MNTrust CD - Omb Bank, MO	4.000			240,300.00
PMA - MNTrust CD - BOM Bank, LA	4.438			239,300.00
PMA - MNTrust CD - Grand Ridge National Bank, IL	4.168			239,900.00
PMA - MNTrust CD - Western Alliance Bank, CA	4.175			239,900.00
PMA - MNTrust CD - GBank, NV	4.206			239,800.00
PMA - MNTrust CD - North American Banking Company, MN	4.201			239,800.00
PMA - MNTrust CD - T Bank, National Association, TX	4.204			239,800.00
PMA - MNTrust CD - First Internet Bank of Indiana, IN	4.007			237,200.00
PMA - MNTrust CD - The Western State Bank, KS	4.136			235,300.00
PMA - MNTrust DTC - OAKSTAR BANK NA, 67389LAZ6	3.996			248,194.15
PMA - MNTrust DTC - VALLEY NATL BK WAYNE, 919853NZ0	3.898			244,241.86
PMA - MNTrust DTC - AMERICAN EXPR NATL BK., 02589AFD9	3.805			244,209.54
PMA - MNTrust DTC - MORGAN STANLEY PVT BANK, 61776NDI	3.905			244,209.29
PMA - MNTrust DTC - ALLY BANK, 02007G3P6	3.905			244,209.84
PMA - MNTrust DTC - FIRST PREMIER BANK, 33610RVS9	3.797			244,246.82
PMA - MNTrust DTC - FIRST BANK/HAMILTON NJ, 319137CN3	3.505			244,675.82
PMA - MNTrust CD - American Plus Bank, N.A., CA	3.600			233,000.00
PMA - MNTrust CD - Farmers Bank & Trust, KS	3.500			233,500.00
PMA - MNTrust CD - KS StateBank, KS	3.650			232,600.00
PMA - MNTrust DTC - PREMIER COMMUNITY BK WI, 74048CBK	3.504			248,699.31
PMA - MNTrust DTC - BUSINESS FIRST BANK, 098079BZ8	3.504			248,698.59
PMA - MNTrust DTC - ALL IN FEDERAL CREDIT UN, 01664MAM1	3.554			248,698.95
PMA - MNTrust CD - Freedom Northwest Credit Union , ID	4.071			230,700.00
Total PMA - MNTrust Investments on Books				40,701,369.14

ACTIVITY DETAIL:

Investments on our Book at End of Prior Month	35,580,501.00
Current Month Activity	
Deposits	5,000,000.00
Withdrawals	-
Interest Earned - Recorded	119,637.26
Dividends Earned	1,230.88
Interest/Dividends Earned - To Be Recorded in Next Month	-
Total Investments at End of Month & Un-recorded Interest	40,701,369.14

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

INSTITUTION	RATE OF RETURN (%)	DATE	ACTIVITY	AMOUNT INVESTED
PMA - MNTrust IS Account Balance	4.799			1,938,777.91
PMA - MNTrust CD Account Balance	4.059-4.718			450,500.00
PMA - MNTrust SEC Account Balance	4.001-4.005			487,226.56
Total PMA - MNTrust Investments on Books for Fund 11				<u>2,876,504.47</u>
ACTIVITY DETAIL:				
Investments on our Book at End of Prior Month				3,047,121.31
Current Month Activity:				
Deposits				
Distributions/Repemptions				(178,698.47)
Interest/Dividends/Purchases Earned - Recorded				8,081.63
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>2,876,504.47</u>
Total 2022A LTFM Investments (Fund 11) at End of Month				<u>2,876,504.47</u>

INTERMEDIATE DISTRICT 287
INVESTMENT ACTIVITY - 2022A LTFM BOND

October 2024

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

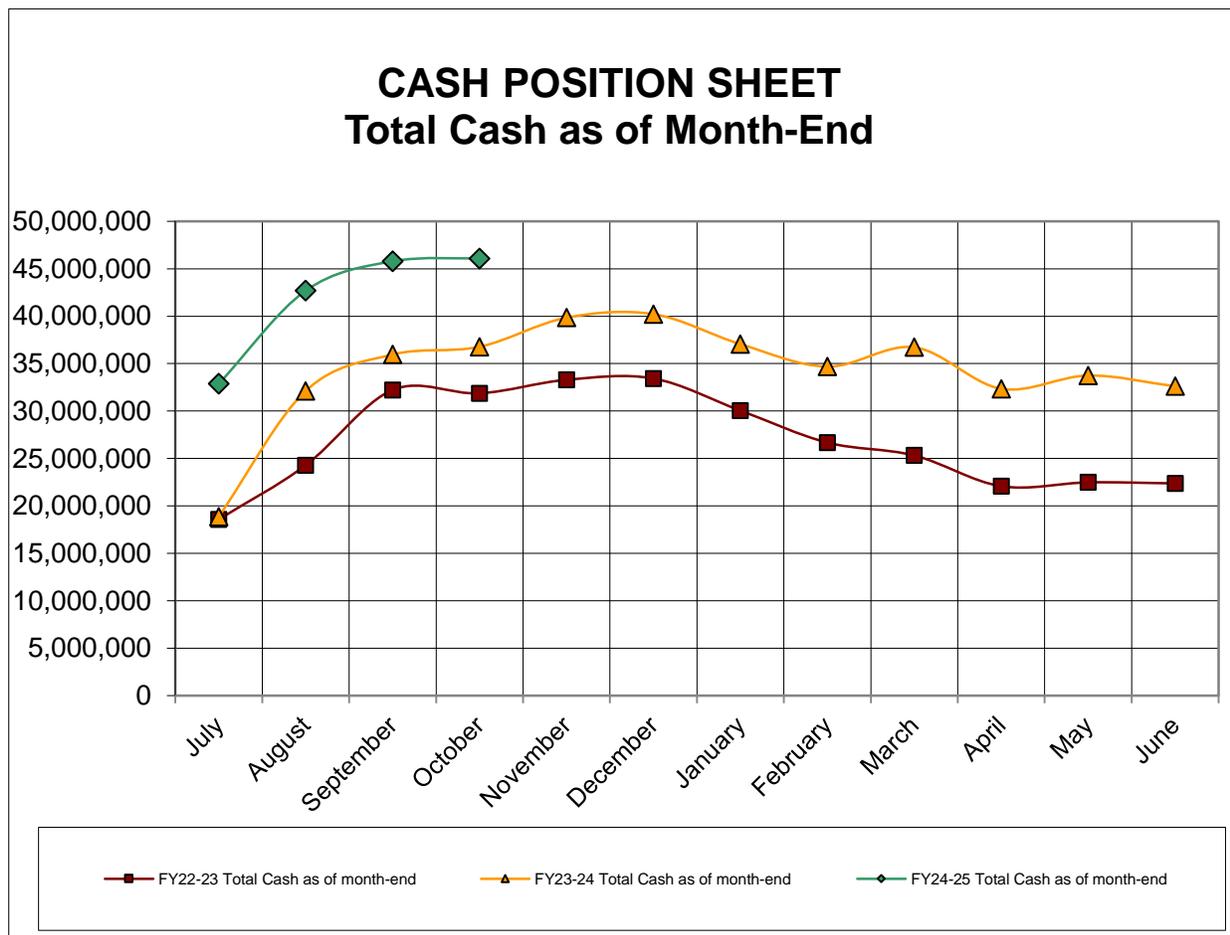
MONTH POSTED	DATE	DESCRIPTION	AMOUNT
Nov-22	11/22/22	Proceeds from 2022A LTFM Bond	4,740,596.00
Nov-22	11/30/22	Interest/Dividends	4,282.32
Dec-22	12/30/22	Distributions/Construction Draws	-45,645.18
Jan-23	01/01/23	Interest/Dividends	687.30
Feb-23	02/07/23	Distributions/Construction Draws	-15,000.00
Feb-23	02/28/23	Interest/Dividends (for Jan & Feb '23)	19,146.93
Mar-23	03/31/23	Interest/Dividends	5,534.59
Apr-23	04/28/23	Distributions/Construction Draws	-165,570.33
Apr-23	04/30/23	Interest/Dividends	5,018.40
May-23	05/31/23	Distributions/Construction Draws	-39,431.25
May-23	05/31/23	Interest/Dividends	5,132.72
Jun-23	06/30/23	Interest/Dividends	8,599.22
Jul-23	07/31/23	Distributions/Construction Draws	-172,551.00
Jul-23	07/31/23	Interest/Dividends	9,456.04
Aug-23	08/31/23	Interest/Dividends	17,655.68
Sep-23	09/30/23	Interest/Dividends	5,613.71
Sep-23	09/30/23	Distributions/Construction Draws	-64,403.28
Oct-23	10/31/23	Interest/Dividends	14,867.49
Oct-23	10/31/23	Distributions/Construction Draws	-459,154.50
Nov-23	11/30/23	Interest/Dividends	4,587.09
Dec-23	12/28/23	Distributions/Construction Draws	-118,947.96
Dec-23	12/31/23	Interest/Dividends	8,053.03
Jan-24	01/31/24	Interest/Dividends - recorded in Feb.	8,951.48
Feb-24	02/29/24	Interest/Dividends	8,674.49
Mar-24	04/01/24	Interest/Dividends	4,290.91
Apr-24	04/30/24	Distributions/Construction Draws	-90,040.61
Apr-24	04/30/24	Interest/Dividends	4,057.92
May-24	05/31/24	Distributions/Construction Draws	-15,421.57
May-24	05/31/24	Interest/Dividends	3,871.68
Jun-24	06/30/24	Distributions/Construction Draws	-114,204.33
Jun-24	06/30/24	Interest/Dividends	39,989.94
Jul-24	07/31/24	Distributions/Construction Draws	-205,158.46
Jul-24	07/31/24	Interest/Dividends	41,419.43
Aug-24	08/31/24	Distributions/Construction Draws	-243,211.97
Aug-24	08/31/24	Interest/Dividends	43,713.97
Sep-24	09/30/24	Distributions/Construction Draws	-242,331.43
Sep-24	09/30/24	Interest/Dividends	33,992.84
Oct-24	10/31/24	Distributions/Construction Draws	-178,698.47
Oct-24	10/31/24	Interest/Dividends	8,081.63
2022A LTFM Bond Investments - Balance as of End of Month			<u>2,876,504.47</u>

Intermediate District 287

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

<u>Date</u>	<u>FY22-23 Total Cash as of month-end</u>	<u>FY23-24 Total Cash as of month-end</u>	<u>FY24-25 Total Cash as of month-end</u>
July	18,572,017	18,858,236	32,864,612
August	24,288,930	32,119,813	42,689,540
September	32,223,695	35,958,742	45,793,738
October	31,867,127	36,774,908	46,084,518
November	33,293,625	39,840,981	
December	33,430,295	40,212,901	
January	30,048,503	37,055,362	
February	26,677,119	34,683,875	
March	25,316,842	36,722,274	
April	22,075,795	32,345,881	
May	22,481,243	33,746,144	
June	22,374,821	32,610,936	

- Includes Self-Funded Insurance Cash Balances.



INTERMEDIATE DISTRICT 287

OCTOBER 2024 ACTIVITY

ELECTRONIC TRANSFERS IN:

DATE	TO	AGENCY	RECEIPT #	AMOUNT	DESCRIPTION
10/3/2024	MSDLAF	MN STATE MMB-FNS	20250463	94.81	USDA REIMBURSEMENT DISTRIBUTION FEES
10/10/2024	MSDLAF	2022A LTFM BOND	20250464	178,698.47	LTFM REIMBURSEMENT REQUEST
10/15/2024	MSDLAF	MN STATE MMB	20250465	5,090,601.12	IDEAS GEN ED, SPED, TEACHER COMP READ ACT TRAINING
10/17/2024	MSDLAF	MN STATE MMB-FNS	20250466	10,471.12	CHILD NUTRITION SEP - ABEC
10/17/2024	MSDLAF	MN STATE MMB-FNS	20250467	18,815.29	CHILD NUTRITION SEP - NEC
10/17/2024	MSDLAF	MN STATE MMB-FNS	20250468	11,489.41	CHILD NUTRITION SEP - SEC
10/17/2024	MSDLAF	MN STATE MMB-FNS	20250469	6,278.75	CHILD NUTRITION SEP - WEC
10/17/2024	MSDLAF	MN STATE MMB-FNS	20250470	2,632.02	CHILD NUTRITION SEP - YOUABLE
10/18/2024	MSDLAF	INVER GROVE HEIGHTS ISD 199-119	20250471	1,023.40	ALC BILLING
10/23/2024	MSDLAF	MN DEPT OF EDUCATION-034	20250472	8,740.64	SPED TEACHER PIPELINE GRANT
10/24/2024	MSDLAF	MN STATE MMB-FNS	20250473	1,192.64	CHILD NUTRITION SEP - ABEC
10/24/2024	MSDLAF	MN STATE MMB-FNS	20250474	487.40	CHILD NUTRITION SEP - SEC
10/30/2024	MSDLAF	BENEFIT RESOURCE INC	20250475	20,807.54	COBRA OCT PAYMENTS
10/30/2024	MSDLAF	MN STATE MMB	20250476	123,764.18	IDEAS GEN ED, READ ACT LIT AID
10/31/2024	MSDLAF	BRAINTREE	20250477	4,309.53	OCT TUITION
10/31/2024	MSDLAF	MSDLAF	20250478	46,715.05	INTEREST EARNED OCT 2024
10/31/2024	MSDLAF	PAYPAL	20250479	47.28	OCT TUITION
10/31/2024	MSDLAF	SCHOOLCAFE - ABEC	20250480	181.40	STUDENT DEFERRED REVENUE
10/31/2024	MSDLAF	SCHOOLCAFE - NEC	20250481	120.00	STUDENT DEFERRED REVENUE
10/31/2024	MSDLAF	SCHOOLCAFE - SEC	20250482	251.35	STUDENT DEFERRED REVENUE
10/31/2024	MSDLAF	SCHOOLCAFE - WEC	20250483	95.00	STUDENT DEFERRED REVENUE
10/31/2024	MSDLAF	SQUARE - BREMER BEAN SHOP ABEC	20250484	1,809.06	OCT STORE SALES
10/31/2024	MSDLAF	SQUARE - HENNEPIN TEA & COFFEE HTC	20250485	810.43	OCT STORE SALES
10/31/2024	MSDLAF	SQUARE - JITTERBUG NEC	20250486	2,471.28	OCT STORE SALES
10/31/2024	MSDLAF	SQUARE - COMMON GROUNDS SEC	20250487	1,963.53	OCT STORE SALES
10/31/2024	MSDLAF	SQUARE - SNACK SHACK WEC	20250488	2,464.76	OCT STORE SALES

MTD TOTALS				5,536,335.46	
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INTERMEDIATE DISTRICT 287

OCTOBER 2024 ACTIVITY

WIRE TRANSFERS OUT:

DATE	FROM	AGENCY	WIRE #	AMOUNT	DESCRIPTION
10/7/2024	MSDLAF	BANK OF MONTREAL	4000002044	16,451.47	P-CARD EXPENSE
10/7/2024	MSDLAF	BANK OF MONTREAL	4000002045	58,619.78	P-CARD EXPENSE
10/15/2024	MSDLAF	SUBURBAN WASTE MN	4000002046	65,775.28	VEBA
10/15/2024	MSDLAF	EDUCATORS BENEFIT CONSULTANTS	4000002047	87,894.88	403B RETIREMENT
10/15/2024	MSDLAF	MN DEPT OF REVENUE	4000002048	2,447.27	STATE TAXES
10/15/2024	MSDLAF	MN DEPT OF REVENUE	4000002049	95,896.19	STATE TAXES
10/15/2024	MSDLAF	PUBLIC EMPLOYEES RETIREMENT	4000002050	137,207.22	PERA
10/15/2024	MSDLAF	TEACHERS RETIREMENT ASSN	4000002051	248,382.36	TRA
10/15/2024	MSDLAF	US BANK	4000002052	566,550.84	FEDERAL TAXES
10/3/2024	MSDLAF	SUBURBAN WASTE MN	4000002053	4,596.09	UTILITY BILL
10/4/2024	MSDLAF	PITNEY BOWES	4000002054	1,000.00	RESERVE ACCOUNT
10/7/2024	MSDLAF	HEALTH PARTNERS	4000002055	253,253.98	HAI CLAIMS
10/15/2024	MSDLAF	HEALTH PARTNERS	4000002056	137,334.73	HAI CLAIMS
10/15/2024	MSDLAF	US BANK	4000002057	215.42	CASH MANAGEMENT SERVICES
10/16/2024	MSDLAF	HEALTH PARTNERS	4000002058	616.00	FREQUENT FITNESS
10/16/2024	MSDLAF	PITNEY BOWES	4000002059	25.00	ACCESS & SHIPPING W/O HW OR METER
10/21/2024	MSDLAF	HEALTH PARTNERS	4000002060	193,925.42	HAI CLAIMS
10/21/2024	MSDLAF	CITY OF PLYMOUTH	4000002061	770.15	UTILITY BILL
10/23/2024	MSDLAF	CITY OF MINNETONKA	4000002062	609.45	UTILITY BILL
10/23/2024	MSDLAF	CITY OF NEW HOPE	4000002063	1,211.06	UTILITY BILL
10/21/2024	MSDLAF	XCEL ENERGY	4000002064	16.27	UTILITY BILL
10/2/2024	MSDLAF	XCEL ENERGY	4000002065	21,544.75	UTILITY BILL
10/29/2024	MSDLAF	AVIBEN	4000002066	15,277.49	403B RETIREMENT
10/31/2024	MSDLAF	BPAS	4000002067	66,078.85	VEBA
10/31/2024	MSDLAF	EDUCATORS BENEFIT CONSULTANTS	4000002068	85,356.97	403B RETIREMENT
10/31/2024	MSDLAF	MN DEPT OF REVENUE	4000002069	2,504.59	STATE TAXES
10/31/2024	MSDLAF	MN DEPT OF REVENUE	4000002070	97,679.14	STATE TAXES
10/31/2024	MSDLAF	PUBLIC EMPLOYEES RETIREMENT	4000002071	140,947.55	PERA
10/31/2024	MSDLAF	TEACHERS RETIREMENT ASSN	4000002072	249,340.20	TRA
10/31/2024	MSDLAF	US BANK	4000002073	574,046.51	FEDERAL TAXES
10/28/2024	MSDLAF	AVIBEN	4000002074	49,736.88	403B RETIREMENT
10/28/2024	MSDLAF	HEALTH PARTNERS	4000002075	226,235.75	HAI CLAIMS
10/28/2024	MSDLAF	EMPOWERU	4000002076	42,782.50	MN STATE RETIREMENT SYSTEMS
10/2/2024	MSDLAF	XCEL ENERGY	4000002077	88,082.05	UTILITY BILL
10/30/2024	MSDLAF	XCEL ENERGY	4000002078	9,540.46	UTILITY BILL
10/31/2024	MSDLAF	BENEFIT RESOURCES INC	4000002079	9,391.60	FLEX SPENDING MONTHLY INVOICE
10/31/2024	MSDLAF	BENEFIT RESOURCES INC	4000002079	28,685.74	FLEX SPENDING ACCOUNT PAYMENTS
10/7/2024	MSDLAF	US BANK	9000006862	25,798.50	AP ACH PAYMENTS
10/17/2024	MSDLAF	US BANK	9000142417	(2,258.37)	PAYROLL RETURN
10/18/2024	MSDLAF	US BANK	9000143119	2,258.37	PAYROLL REISSUE
10/2/2024	MSDLAF	US BANK	9000006854-9000006861	46,140.54	AP ACH PAYMENTS
10/9/2024	MSDLAF	US BANK	9000006863-9000006907	7,727.51	STAFF REIMBURSEMENTS
10/10/2024	MSDLAF	US BANK	9000006908-9000006917	38,230.60	AP ACH PAYMENTS

INTERMEDIATE DISTRICT 287

OCTOBER 2024 ACTIVITY

10/17/2024	MSDLAF US BANK	9000006918-9000006935	138,507.94	AP ACH PAYMENTS
10/24/2024	MSDLAF US BANK	9000006936-9000006944	19,471.75	AP ACH PAYMENTS
10/28/2024	MSDLAF US BANK	9000006945-9000007008	8,712.81	STAFF REIMBURSEMENTS
10/31/2024	MSDLAF US BANK	9000007009-9000007016	54,642.74	AP ACH PAYMENTS
10/15/2024	MSDLAF US BANK	9000142159-9000143118	1,705,099.47	PAYROLL
10/31/2024	MSDLAF US BANK	9000143120-9000144080	1,703,514.01	PAYROLL
10/31/2024	MSDLAF US BANK	JE 20250107	70,100.00	ABEC LTFM 2017B
10/31/2024	MSDLAF US BANK	JE 20250108	247,298.53	SEC REFUNDING 2016A

MTD TOTALS

7,645,274.29

**DONATION REPORT
INTERMEDIATE DISTRICT 287
2024-2025
OCTOBER 2024**

DONATION DATE	DESCRIPTION	VIN #	EST. VALUE	DONOR	CAMPUS	PROGRAM
10/07/24	CHECK		\$500.00	KOPP FAMILY FOUNDATION	WEC	W-ALT
10/31/24	TORO PUSH LAWN MOWER		\$75.00	HUNTER, SHANNON	CTC	PATHWAYS
		TOTAL	\$575.00			

CONSENT AGENDA - RECOMMENDATION

Intermediate District 287
RESPONSIVE. INNOVATIVE. SOLUTIONS.

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

December 12, 2024

Author

Nicole Quigley, Purchasing

Summary

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

- | | | |
|---------------------------------|---------------|-------------------------|
| ● Lorrailynn Clark, Tier 2 & 3 | Admin Support | North Education Center |
| ● Jenny Naxay, Student Supports | Admin Support | District Service Center |

With the addition of these cards, the district will have 58 active p-cards in operation.

Recommendation

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

INTERMEDIATE DISTRICT 287
PLYMOUTH, MINNESOTA
BOARD OF EDUCATION

Regular Meeting – December 12, 2024

AGENDA SECTION: SUPERINTENDENT REPORT

ITEM: 2025-2026 & 2026-2027 District 287 School Calendars

PRESENTED BY: Superintendent Doud

1. Background Information

The process of creating the District calendar takes into consideration:

- member district calendars,
- alignment with member district transportation schedules whenever possible,
- optimal student learning days,
- employee feedback,
- Education Minnesota Local 2209 and SEIU Local 284 contract parameters,
- Guide for Administrators and Unaffiliated Employees.

Key calendar dates and information:

- The calendar has 172 student contact days which includes a make-up day, if needed.
- The first day of school starts on Tuesday, September 2 for the 2025-2026 school year, and Tuesday, September 8 for the 2026-2027 school year.
- The last day of school is on June 4 for the 2025-2026 school year, and June 10 for the 2026-2027 school year.

2. Fiscal Impact/Funding Source: This is no change in fiscal impact in comparison to previous years.

3. RECOMMENDED ACTION: The Board approve the proposed Calendars for 2025-2026 & 2026-2027 School year.

Motion by: _____ Yes ____ Passed ____

Second by: _____ Yes ____ Failed ____

Abstentions: _____

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

2025 - 2026 District Calendar

July 2025				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

August 2025				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

September 2025				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

July 2025

4 District Closed

August 2025

19-22 New Staff Academy

25-29 Staff Development

January 2026

1 District Closed

1 - 2 Winter Break

15 End of Q2

16 Staff Dev. - Lic. Only (No Students)

19 District Closed

20 Start of Q3

October 2025				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

November 2025				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28

December 2025				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

September 2025

1 District Closed

2 **School Starts**

26 Staff Development (No Students)

October 2025

16-17 No School (No 2209 Staff & No Students)

31 End Of Q1

February 2026

16 District Closed

March 2026

19 End of Q3

20 Staff Development (No Students)/ Snow Make Up

23 - 27 Spring Break

30 Start of Q4

January 2026				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

February 2026				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27

March 2026				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

November 2025

3 Staff Dev. - Lic. Only (No Students)

4 Start of Q2

26 No School (No 2209 Staff & No Students)

27 - 28 District Closed

April 2026

24 Staff Development (No Students)/ Snow Make Up

May 2026

25 District Closed

April 2026				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	

May 2026				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

June 2026				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30			

December 2025

24 - 31 Winter Break

24 - 25 District Closed

26 Holiday for 10 month employees

31 District Closed

June 2026

4 Last Day of School

5 Staff Development (No Students)/Snow Make Up

19 District Closed

Gray = No Students

Yellow = District Closed (No Students)

Blue Text = Staff Development (No Students)

Bold = 1st & Last Day of School and Quarter

Changes

Intermediate District 287

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2026 - 2027 District Calendar

July 2026				
M	T	W	TH	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
27	28	29	30	31

August 2026				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

September 2026				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

July 2026
3 District Closed

August 2026
25 - 28 New Staff Academy
31 Staff Development

January 2027
1 District Closed
18 District Closed
28 End of Q2
29 Staff Development - Lic.Staff Only (No Students)

October 2026				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

November 2026				
M	T	W	TH	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

December 2026				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

September 2026
1 - 4 Staff Development
7 District Closed
8 School Starts
25 Staff Development (No Students)

February 2027
1 Start of Q3
15 District Closed

January 2027				
M	T	W	TH	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

February 2027				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

March 2027				
M	T	W	TH	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

October 2026
15-16 No School (No 2209 Staff & No Students)

March 2027
22 - 26 Spring Break

November 2026
12 End of Q1
13 Staff Development - Lic. Only (No Students)
16 Start of Q2
25 No School (No 2209 Staff & No Students)
26 - 27 District Closed

April 2027
8 End of Q3
9 Staff Development (No Students)/ Snow Make Up
12 Start of Q4

April 2027				
M	T	W	TH	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

May 2027				
M	T	W	TH	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

June 2027				
M	T	W	TH	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

December 2026
23 Holiday for 10 month employees
23 - 31 Winter Break
24-25 District Closed
31 District Closed

June 2027
10 Last Day of School
11 Staff Development/Snow Make Up
18 District Closed

Gray = No Students
Yellow = District Closed (No Students)
Blue Text = Staff Development (No Students)
Bold = 1st & Last Day of School and Quarter Changes



Intermediate District 287 Logo Brand Refresh

Rachel Prost

Intermediate District 287
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Intermediate District

Partner in Education



Intermediate District 287

Partner in Education



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WHY?

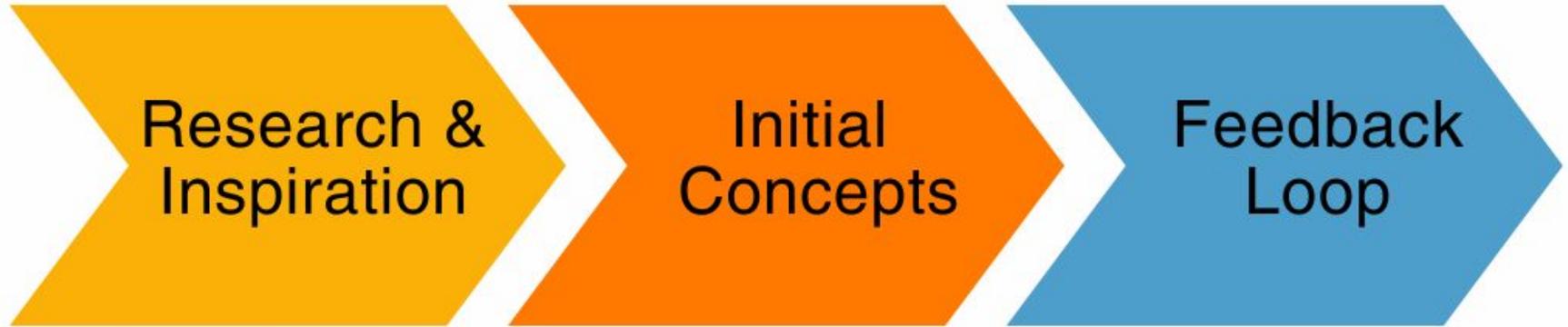


GOALS



LEARNING VALUES FRONTLOAD EQUITY DIPLOMA
HOPE EXPLORATION DEPTHS
PATH VISION JOURNEY BEAUTY
STUDENT CELEBRATE SUPPORT GROWTH
TIME CONNECTED LIFE
BLURRY BEGINNING BREATHING MEET HAPPY
JOY CLARITY ROCKY BELIEVE
PROGRESS DIVERSITY HIDDEN BRIDGING
FREEDOM POSSIBILITIES OPPORTUNITIES REFLECTIVE BLOOM

Logo Redesign Process



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CONCEPT A



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District Service Center
1820 Xenium Lane North
Plymouth, MN 55441-3708
Telephone: 763-539-3535
www.district287.org

Date

Mr/Ms.
School Name
Address
City, State Zip

Dear ,

Student Name, DOB: 00/00/0000, attended Intermediate District 287 multiple times. Please see a breakdown in enrollments below.

Intermediate District287 #5XX: 00/00-00/00/0000 earning 00 Credit Hours in Social Emotional Learning and Literacy.

Intermediate District287 #5XX: 00/00/0000-00/00/0000 earning 00 Credit Hours in Social Emotional Learning and Literacy.

Please contact me with any questions you may have. |

Signature

Name
Title

Phone
Email

The district is an equal opportunity educator and employer.



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Developmental Adaptive Physical Education Carnival

Students practiced their throwing, catching, tossing, and rolling skills while playing games at the DAPE Carnival.

CONCEPT B





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Intermediate District 287

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**Intermediate
District 287**



**Intermediate
District 287**



**Intermediate
District 287**



District Service Center
1820 Xenium Lane North
Plymouth, MN 55441-3700
Telephone: 763-539-3513
www.district287.org

Date

Mr/Ms.
School Name
Address
City, State Zip

Dear ,

Student Name, DOB: 00/00/0000, attended Intermediate District 287 multiple times. Please see a breakdown in enrollments below.

Intermediate District287 #5XX: 00/00-00/00/0000 earning 00 Credit Hours in Social Emotional Learning and Literacy.

Intermediate District287 #5XX: 00/00/0000-00/00/0000 earning 00 Credit Hours in Social Emotional Learning and Literacy.

Please contact me with any questions you may have. |

Signature

Name
Title

Phone
Email

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SEARCH

STAFF LOGIN

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[Schools & Programs](#)

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[Member Services](#)

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Developmental Adaptive Physical Education Carnival

Students practiced their throwing, catching, tossing, and rolling skills while playing games at the DAPE Carnival.

English >

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CONCEPT C





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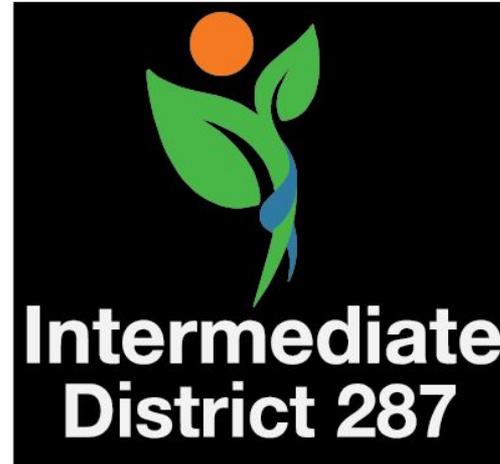
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District Service Center
1820 Xenium Lane North
Plymouth, MN 55441-3700
Telephone: 763-559-3535
www.district287.org

Date _____

Mr/Ms.
School Name _____
Address _____
City, State Zip _____

Dear _____,

Student Name, DOB: 00/00/0000, attended Intermediate District 287 multiple times. Please see a breakdown in enrollments below.

Intermediate District287 #5XX: 00/00-00/00/0000 earning 00 Credit Hours in Social Emotional Learning and Literacy.

Intermediate District287 #5XX: 00/00/0000-00/00/0000 earning 00 Credit Hours in Social Emotional Learning and Literacy.

Please contact me with any questions you may have. |

Signature _____

Name _____
Title _____

Phone _____
Email _____

The district is an equal opportunity educator and employer.



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Developmental Adaptive Physical Education Carnival

Students practiced their throwing, catching, tossing, and rolling skills while playing games at the DAPE Carnival.

Next Steps

1. Finalize Design
2. Student, Staff, Family/caregiver vote
3. Review results & make recommendation
4. Board approves logo
5. Implement new logo
6. Officially launch new brand guide

A



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B



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C



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Therapeutic Teaching Model Program Update

December 12, 2024

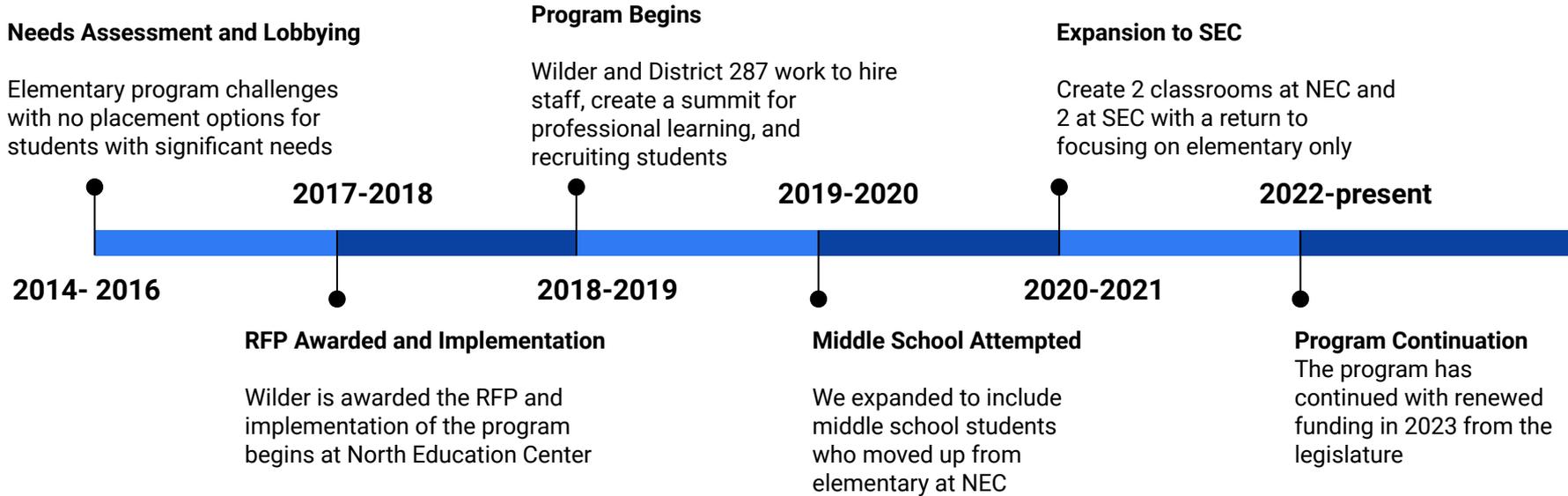
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Overview

- Provide a brief history of the development and changes to the Therapeutic Teaching Model (TTM) program
- Learn about Wilder and the services they offer within this program model
- Understand how the program is funded
- Share a success within the program

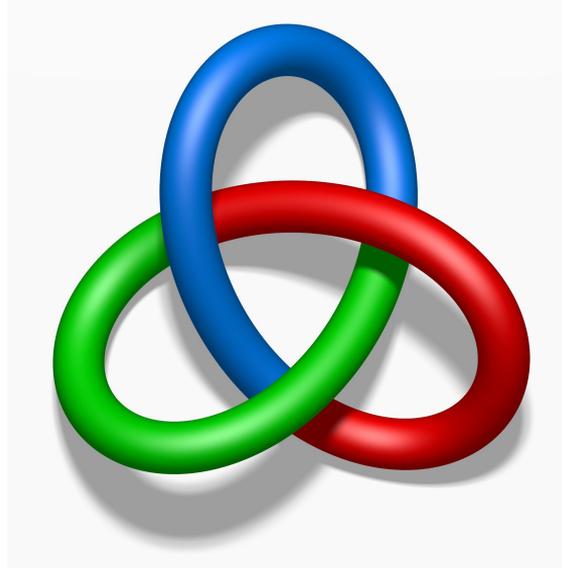
History of the Program

Key Highlights



Program Model

Classroom Therapy



Family Therapy

Individual Therapy

Reflective Supervision & Professional Development

Impact of Family Therapy

FIGURE 4. OUTCOMES FOR TTM STUDENTS BY FAMILY SERVICES RECEIVED

	% received 0-13 family services (N=18)	% received 14-40 family services (N=21)	% received 41+ family services (N=20)
Average percentage of treatment plan objectives completed with significant progress	23%	39%	46%
TTM staff progress rating	% received 0-13 family services (N=20)	% received 14-40 family services (N=21)	% received 41+ family services (N=21)
No progress (N=9)	30%	10%	5%
Some progress (N=20)	40%	43%	14%
Good progress (N=21)	10%	29%	62%
Missing (N=12)	20%	19%	19%

Services Provided

- Evidence based best practices
 - Play therapy, Eye Movement Desensitization & Reprocessing, Brainspotting, Trauma Focused-Cognitive Behavioral Therapy, Child Parent Psychotherapy, Attachment/Regulation/Competency, Developmental Repair
- Meeting families' unique needs
 - Telehealth, in-home, in-school, in-community, case management, summer groups

Initial Funding

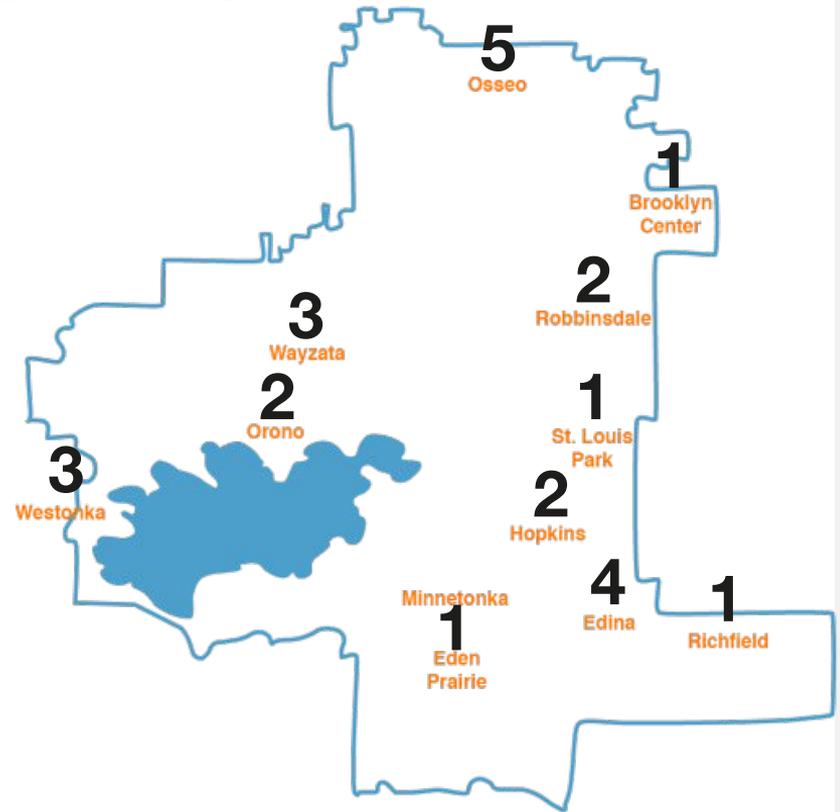
- Innovation grants were approved by the legislature in 2017
- Grants supported the 4 intermediate districts and 1 cooperative of school mental health providers
- The funding supported programming through the end of the 2018-2019 school year
- The focus for District 287 was the development and implementation of the therapeutic teaching model program, an enhanced school based mental health program

Current Funding

- New innovation grant was funded through the legislature
- Wilder is the fiscal host and funds are set aside to offset some of the TTM cost
- Current grant goes through 2025 with a renewal for the period of 2025-2027
- Funding challenges exist due to the unique nature of the program

Reintegration Data

- 25 students
 - 12 in TTM
 - 5 post TTM
 - 8 in transition



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Questions?



Comprehensive Achievement and Civic Readiness

FY25 Plan

Background

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.

- Extension of our member districts
- Educational opportunities for the highest needs students
- Specific sub-groups identified and referred by members

Goal areas

1. All children are ready for school.
2. All racial and economic achievement gaps between students are closed.
3. All students are ready for career and college.
4. All students graduate from high school.
5. Prepare students to be lifelong learners.



Kindergarten readiness

GOAL: Each student's readiness and goals for Kindergarten will be established through each student's IEP.

- No preschool programs
- Established through each student's IEP
- Less than 10 students enrolled in Kindergarten
- All students receive individualized services

Closing achievement gaps

NEC: By May 16, 2025, 80% of Tier 2 HS students who score below expected reading level will meet their individual literacy growth goal as measured by weekly progress monitoring, IEP goals, or individualized measurement tool (CBM.)

SEC: By May 16, 2025, 70% of Tier 2 and SECA students who score at-risk or below on Fastbridge fall/entry reading screening will meet or exceed their individualized annual growth goal as measured by Fastbridge or curriculum-based measurements.

Closing achievement gaps

WEC: By May 16, 2025, 80% of African American students in Tier 2 and Tier 3, who are enrolled for a minimum of one semester, will achieve expected growth as measured by aReading or other assessments determined by their case manager (ex. IEP goal, CBM fluency).

CTC: By May 16, 2025, 30% of Gateway students who have been enrolled continuously during a PLC cycle (1 semester), will increase their oral academic language skills from pre to post on a custom measure.

Closing achievement gaps

NSO: By May 1, 2025, 80% of students identifying as Black, Indigenous, or Hispanic in English 1 and Algebra 2 courses with end dates by March 20th, 2025 who create their personalized course pacing learning goal will meet their identified goal, leading to earning credit in their course.

Career and college readiness

GOAL: Each student will have an academic growth target, and 80% of students will meet or exceed their growth target.

- Goals based on IEP, Literacy growth or completing assessments necessary to attain credit in courses needed for graduation.

Graduation rates

GOAL: From Spring 2023 to Spring 2024 the 4-year graduation rate will increase from 46% to the state-mandated goal of 67% (based on ESSA requirements).

- FY22: 33.5%
- FY23: 46.0%

Note: Graduation data from Spring 2024 will become available by the end of 2024-25.

Prepare students to be lifelong learners

GOAL 1: 80% of Tier 2 Elementary and Middle School and Academy students will develop their own SEL goal, self-monitor progress, and confer with staff.

GOAL 2: Using the Pedagogy of Voice framework, by April 2025 95% of Care and Treatment students who self-identify as students of color and/or nonbinary will indicate a sense of safety & empowered belonging (student agency) as measured by student exit SEAS data.

Summary

- Strategic Plan goals for 2024-25 are aligned with key areas.
- Goal targets are more finely tuned to individualized student growth within Individual Education Plans (IEPs), School Improvement Plans (SIPs), and Strategic Plan goals.
- More emphasis on progress monitoring of individual goal attainment is included under the Strategic Plan.

Intermediate District 287

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Policy Summary

Policy 401 Equal Employment Opportunity Policy 402 Disability Nondiscrimination

Date: December 2024

Policy Last Reviewed: N/A

Overview of Recommendations:

- Both policies are mandated policies. District 287 has a history of providing notification of similar language in both policies on the website under annual notices and the employment webpages. Both policies include legal language that must be included.

Summary of Changes:

- Policy 401 - model MSBA policy language
 - added language of [sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, gender identity, and gender expression](#), and added Director of Human Resources contact information.
- Policy 402 - model MSBA language
 - added the Director of Human Resources contact information.

Equity Impact:

The AdHoc discussed these questions:

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

These policies were reviewed by Human Resources, the administration, and a targeted group of staff. Staff who participated in the non-bias process for hiring (rubrics) felt that the process supported the reduction of bias in hiring. Staff who need accommodations felt that the District is improving in making this an inclusive work environment. Such examples include: standing desks, ergonomic chairs, new audio equipment in conference rooms, changes in allowing preferred seating in meetings, break out rooms for discussion, larger walk spaces in between tables, and greater use of interpreters for staff. Besides these policies, staff can find internal processes on the staff intranet.

Intermediate District 287

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DISTRICT POLICY

POLICY SERIES: EMPLOYEE

SUBJECT: EQUAL EMPLOYMENT OPPORTUNITY

BOARD APPROVED:

REVISION DATE:

401 EQUAL EMPLOYMENT OPPORTUNITY

I. PURPOSE

The purpose of this policy is to provide equal employment opportunity for all applicants for school district employment and for all school district employees.

II. GENERAL STATEMENT OF POLICY

A. The policy of the school district is to provide equal employment opportunity for all applicants and employees. The school district does not unlawfully discriminate on the basis of race, color, creed, religion, national origin, sex, sex stereotypes, sex characteristics, pregnancy or related conditions, sexual orientation, gender identity, and gender expression, marital status, status with regard to public assistance, disability, sexual orientation, including gender identity or expression, age, family care leave status, or veteran status. The school district also makes reasonable accommodations for disabled employees.

B. The school district prohibits the harassment of any individual for any of the categories listed above. For information about the types of conduct that constitute impermissible harassment and the school district's internal procedures for addressing complaints of harassment, please refer to the school district's policy on harassment and violence.

C. This policy applies to all areas of employment, including hiring, discharge, promotion, compensation, facilities, or privileges of employment.

D. Every school district employee shall be responsible for following this policy.

E. Any person having a question regarding this policy should discuss it with:

Dr. Kevin Witherspoon
1820 Xenium Lane North
Plymouth, MN 55441
kjwitherspoon@district287.org
763-550-3133

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
29 U.S.C. § 621 *et seq.* (Age Discrimination in Employment Act)
29 U.S.C. § 2615 (Family and Medical Leave Act)
38 U.S.C. § 4211 *et seq.* (Employment and Training of Veterans)
38 U.S.C. § 4301 *et seq.* (Employment and Reemployment Rights of Members of the Uniformed Services)
42 U.S.C. § 2000e *et seq.* (Equal Employment Opportunities; Title VII of the Civil Rights Act)
42 U.S.C. § 12101 *et seq.* (Equal Opportunity for Individuals with Disabilities)

Cross References: MSBA/MASA Model Policy 402 (Disability Nondiscrimination)
MSBA/MASA Model Policy 405 (Veteran's Preference)
MSBA/MASA Model Policy 413 (Harassment and Violence)

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Policy Summary

Policy 401 Equal Employment Opportunity Policy 402 Disability Nondiscrimination

Date: December 2024

Policy Last Reviewed: N/A

Overview of Recommendations:

- Both policies are mandated policies. District 287 has a history of providing notification of similar language in both policies on the website under annual notices and the employment webpages. Both policies include legal language that must be included.

Summary of Changes:

- Policy 401 - model MSBA policy language
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- Policy 402 - model MSBA language
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Equity Impact:

The AdHoc discussed these questions:

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

These policies were reviewed by Human Resources, the administration, and a targeted group of staff. Staff who participated in the non-bias process for hiring (rubrics) felt that the process supported the reduction of bias in hiring. Staff who need accommodations felt that the District is improving in making this an inclusive work environment. Such examples include: standing desks, ergonomic chairs, new audio equipment in conference rooms, changes in allowing preferred seating in meetings, break out rooms for discussion, larger walk spaces in between tables, and greater use of interpreters for staff. Besides these policies, staff can find internal processes on the staff intranet.

Intermediate District 287

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DISTRICT POLICY

POLICY SERIES: EMPLOYEE

SUBJECT: DISABILITY NONDISCRIMINATION

BOARD APPROVED:

REVISION DATE:

402 DISABILITY NONDISCRIMINATION POLICY

I. PURPOSE

The purpose of this policy is to provide a fair employment setting for all persons and to comply with state and federal law.

II. GENERAL STATEMENT OF POLICY

- A. The school district shall not discriminate against qualified individuals with disabilities because of the disabilities of such individuals in regard to job application procedures, hiring, advancement, discharge, compensation, job training, and other terms, conditions, and privileges of employment.
- B. The school district shall not engage in contractual or other arrangements that have the effect of subjecting its qualified applicants or employees with disabilities to discrimination on the basis of disability. The school district shall not exclude or otherwise deny equal jobs or job benefits to a qualified individual because of the known disability of an individual with whom the qualified individual is known to have a relationship or association.
- C. The school district shall make reasonable accommodations for the known physical or mental limitations of an otherwise qualified individual with a disability who is an applicant or employee unless the accommodation would impose undue hardship on the operation of the business of the school district.
- D. Any job applicant or employee wishing to discuss the need for a reasonable accommodation or other matters related to a disability or the enforcement and application of this policy should contact:
Dr. Kevin Witherspoon
1820 Xenium Lane North
Plymouth, MN 55441
kjwitherspoon@district287.org
763-550-3133

This individual is the school district's appointed ADA/Section 504 coordinator.

Legal References: Minn. Stat. Ch. 363A (Minnesota Human Rights Act)
29 U.S.C. § 794 *et seq.* (Section 504 of the Rehabilitation Act of 1973)
42 U.S.C. § 12101 (Americans with Disabilities Act)
29 C.F.R. Part 32 (Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance)
34 C.F.R. Part 104 (Nondiscrimination on the Basis of Handicap in Programs or Activities Receiving Federal Financial Assistance)

Cross References: MSBA/MASA Model Policy 413 (Harassment and Violence)
MSBA/MASA Model Policy 521 (Student Disability Nondiscrimination)

Intermediate District 287

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Policy Summary

Policy 412 Expense Reimbursement

Date: December 2024

Policy Last Reviewed: N/A

Overview of Recommendations:

This policy is a mandated policy. District 287 has a similar process layout in an expense reimbursement guide but we did not have a policy. The AdHoc Committee has reviewed the policy and recommends approval of the MSBA Model Policy.

Summary of Changes:

The policy follows the MSBA model with the exception of Airline Ticket reimbursement; this section was removed as it no longer meets the threshold of a “benefit”. An example is when a staff member uses their airline membership to gain a benefit from a mileage program. The benefit of mileage is minimal and it could save costs to the district with free checked baggage. These “benefits” would negate each other.

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 finance team, administration, and a targeted group of staff reviewed the policy. All agreed that the airline Ticket reimbursement should be removed. All also agreed that this policy aligns with current internal processes found on the staff intranet.

Intermediate District 287

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DISTRICT POLICY

POLICY SERIES: EMPLOYEE

SUBJECT: EXPENSE REIMBURSEMENT

BOARD APPROVED:

REVISION DATE:

412 EXPENSE REIMBURSEMENT

I. PURPOSE

The purpose of this policy is to identify school district business expenses that involve initial payment by an employee and qualify for reimbursement from the school district, and to specify the manner by which the employee seeks reimbursement.

II. AUTHORIZATION

All school district business expenses to be reimbursed must be approved by the supervising administrator. Such expenses to be reimbursed may include transportation, meals, lodging, registration fees, required materials, parking fees, tips, and other reasonable and necessary school district business-related expenses.

III. REIMBURSEMENT

A. Requests for reimbursement must be itemized on the official school district form and are to be submitted to the designated administrator. Receipts for lodging, commercial transportation, registration, and other reasonable and necessary expenses must be attached to the reimbursement form.

B. Automobile travel shall be reimbursed at the mileage rate set by the IRS guidelines. Commercial transportation shall reflect economy fares and shall be reimbursed only for the actual cost of the trip.

IV. ESTABLISHMENT OF DIRECTIVES AND GUIDELINES

A team, including the superintendent shall develop a schedule of reimbursement rates for school district business expenses, including those expenses requiring advance approval and specific rates of reimbursement. The superintendent shall also develop directives and guidelines to address methods and times for submission of requests for reimbursement.

Legal References: Minn. Stat. § 15.435 (Airline Travel Credit)
Minn. Stat. § 471.665 (Mileage Allowances)
Minn. Op. Atty. Gen. 1035 (Aug. 23, 1999) (Retreat Expenses)
Minn. Op. Atty. Gen. 161b-12 (Aug. 4, 1997) (Transportation Expenses)
Minn. Op. Atty. Gen. 161B-12 (Jan. 24, 1989) (Operating Expenses of Car)

Cross References: MSBA/MASA Model Policy 214 (Out-of-State Travel by School Board Members)

Intermediate District 287

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Policy Summary

Policy 709 Student Transportation Safety

Date: December 2024

Policy Last Reviewed: N/A

Overview of Recommendations:

This policy is a mandated policy that has been updated with new language due to legislative changes. The AdHoc Committee has reviewed the policy and recommends approval of the identified language changes.

Summary of Changes:

- Title and Numbering - Changes align with MSBA model policy and structure.
- **I. PURPOSE**
 - Updated language to include educating students on responsibilities and ridership.
- **III. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING**
 - Removal of the old section and added new section outlines the requirements of safety training, deadlines, and instruction.
- **IV. PARENT, GUARDIAN, CAREGIVER INVOLVEMENT**
 - New section added per MSBA - changed language to include “caregiver”.
- **VI. SCHOOL BUS DRIVER TRAINING**
 - New section on school bus driver training requirements and evaluation
- **VII. OPERATING RULES AND PROCEDURES**
 - New section on rules by vehicle type.
- **VIII. SCHOOL DISTRICT EMERGENCY PROCEDURES**
 - New section on emergency procedures
- **IX. SCHOOL DISTRICT VEHICLE MAINTENANCE STANDARDS**
 - New section on maintenance standards
- **X. SCHOOL TRANSPORTATION SAFETY DIRECTOR**
 - New section on the safety director . Added contact information for Amy Tiedens.
- **XI. STUDENT TRANSPORTATION SAFETY COMMITTEE**
 - New section on safety committee
- **Legal and Cross References**
 - Updated

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 transportation department, administration and safety teams reviewed this policy. The member district's transportation team also provided feedback. The member districts shared that they appreciate our transportation team and feel they are extremely collaborative and supportive. They always do annual training for member districts and contracted drivers and have strong communication on school bus safety training. Besides doing safety training for contracted drivers, Amy also does ability training for all drivers. Although member districts are responsible for transportation to and from school, the AdHoc Committee decided to keep the policy as written because District 287 does have contracted drivers for students at risk and does mid-day transportation; both would fall under this policy.

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

DISTRICT POLICY

POLICY SERIES: Facilities **Business Operations**

SUBJECT: Student Transportation Safety

BOARD APPROVED: May 2012

REVISION DATE: February 2019

~~FUP140~~ **Policy 709** Student Transportation

Safety

I. PURPOSE

The purpose of this policy is to provide safe transportation for students and to educate students on safety issues and the responsibilities of school bus ridership.

II. GENERAL STATEMENT OF POLICY

The safe transportation of students is a high priority for the District. While the District does not transport students to and from their homes or member districts, the District does transport students attending its programs to other locations for related services and programming. In certain circumstances, the District may manage the provision of transportation services for students attending its programs where transportation is not ordinarily provided by their district of residence. Students will be transported in appropriately maintained vehicles operated by trained and certified drivers, in compliance with District policies, procedures, and student transportation safety laws and rules.

III. PLAN FOR STUDENT TRANSPORTATION SAFETY TRAINING

A. School Bus Safety Week

The school district may designate a school bus safety week. The National School Bus Safety Week is the third week in October.

B. Student School Bus Safety Training

1. The school district shall provide students enrolled in grades kindergarten (K) through age 22 with age-appropriate school bus safety training of the following concepts:

a. school district policies for student conduct and school bus safety;

c. appropriate conduct while on the bus;

- d. the danger zones surrounding a school bus;
 - e. procedures for safely boarding and leaving a school bus;
 - f. procedures for safe vehicle lane crossing; and
 - g. school bus evacuation and other emergency procedures.
2. All students in grades K through 6 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training by the end of the third week of school. All students in grades 7 through age 22 who are transported by school bus and are enrolled during the first or second week of school must receive the school bus safety training or receive bus safety instruction materials by the end of the sixth week of school, if they have not previously received school bus training. Students who enroll in a school after the second week of school, are transported by school bus, and have not received training in their previous school districts shall undergo school bus safety training or receive bus safety instructional materials within 4 weeks of their first day of attendance.
3. The school district will make reasonable accommodations in training for students known to speak English as a second language and students with disabilities.

C. Active Transportation Safety Training

1. Training required
- a. The school district must provide public school pupils enrolled in kindergarten through grade 3 with age-appropriate active transportation safety training. At a minimum, the training must include pedestrian safety, including crossing roads.
 - b. The school district must provide pupils enrolled in grades 4 through 8 with age-appropriate active transportation safety training. At a minimum, the training must include:
 - (1) pedestrian safety, including crossing roads safely using the searching left, right, left for vehicles in traffic technique; and
 - (2) bicycle safety, including relevant traffic laws, use and proper fit of protective headgear, bicycle parts and safety features, and safe biking techniques.
2. Deadlines.

- a. Students under subdivision 1, paragraph (a), who are enrolled during the first or second week of school and have not previously received active transportation safety training specified in that paragraph must receive the safety training by the end of the third week of school.
- b. Students under subdivision 1, paragraph (b), who are enrolled during the first or second week of school and have not previously received active transportation safety training specified in that paragraph must receive the safety training by the end of the sixth week of school.
- c. Students under subdivision 1, paragraph (a) or (b), who enroll in a school after the second week of school and have not received the appropriate active transportation safety training in their previous school district must undergo the training or receive active transportation safety instructional materials within four weeks of the first day of attendance.

3. Instruction

- a. The school district may provide active transportation safety training virtually.
- b. The district must make reasonable accommodations for the active transportation safety training of pupils known to speak English as a second language and pupils with a disability.

IV. PARENT, GUARDIAN, CAREGIVER INVOLVEMENT

A. Parents/Guardians/Caregiver Responsibilities for Transportation Safety

Parents/Guardians/Caregiver are responsible to:

1. Become familiar with school district rules, policies, regulations, and the principles of school bus safety, and thoroughly review them with their children;
2. Support safe riding and walking practices, and recognize that students are responsible for their actions;
3. Communicate safety concerns to their school administrators;
4. Monitor and support students on the bus
5. Have their children properly dressed for the weather; and
6. Have a plan in case the bus is late.

VI. SCHOOL BUS DRIVER TRAINING

A. Training

1. All new school bus drivers shall be provided with pre-service training, including in-vehicle (actual driving) instruction, before transporting students and shall meet the competency testing specified in the Minnesota Department of Public Safety Model School Bus Driver Training Manual. All school bus drivers shall receive in-service training annually. For purposes of this section, "annually" means at least once every 380 days from the initial or previous evaluation and at least once every 380 days from the initial or previous license verification. The school district shall retain on file an annual individual school bus driver "evaluation certification" form for each school district driver as contained in the Model School Bus Driver Training Manual.
2. All bus drivers operating a type III vehicle will be provided with annual training and certification as set forth in Section VII.C.1.b., below, by either the school district or the entity from whom such services are contracted by the school district.

B. Evaluation

School bus drivers with a Class D license will be evaluated annually and all other bus drivers will be assessed periodically for the following competencies:

1. Safely operate the type of school bus the driver will be driving;
2. Understand student behavior, including issues relating to students with disabilities;
3. Ensure orderly conduct of students on the bus and handling incidents of misconduct appropriately;
4. Know and understand relevant laws, rules of the road, and local school bus safety policies;
5. Handle emergency situations; and
6. Safely load and unload students.

The evaluation must include completion of an individual "school bus driver evaluation form" (road test evaluation) as contained in the Model School Bus Driver Training Manual.

VII. OPERATING RULES AND PROCEDURES

A. General Operating Rules

1. School buses shall be operated in accordance with state traffic and school bus safety laws and the procedures contained in the Minnesota Department of Public Safety Model School Bus Driver Training Manual.
2. Only students assigned to the school bus by the school district shall be transported. The number of students or other authorized passengers transported in a school bus shall not be more than the legal capacity for the bus. No person shall be allowed to stand when the bus is in motion.
3. Bus drivers must minimize, to the extent practical, the idling of school bus engines and exposure of children to diesel exhaust fumes.
4. To the extent practical, the school district will designate school bus loading/unloading zones at a sufficient distance from school air-intake systems to avoid diesel fumes from being drawn into the systems.
5. A bus driver may not operate a school bus while communicating over, or otherwise operating, a cellular phone for personal reasons, whether hand-held or hands free, when the vehicle is in motion or a part of traffic. For purposes of this paragraph, "school bus" has the meaning given in Minnesota Statutes, section 169.011, subdivision 71. In addition, "school bus" also includes type III vehicles when driven by employees or agents of the school district. "Cellular phone" means a cellular, analog, wireless, or digital telephone capable of sending or receiving telephone or text messages without an access line for service.

B. Type III Vehicles

1. Type III vehicles are restricted to passenger cars, station wagons, vans, and buses having a maximum manufacturer's rated seating capacity of 10 or fewer people including the driver and a gross vehicle weight rating of 10,000 pounds or less. A van or bus converted to a seating capacity of 10 or fewer and placed in service on or after August 1, 1999, must have been originally manufactured to comply with the passenger safety standards.
2. Type III vehicles must be painted a color other than national school bus yellow.
3. Type III vehicles shall be state inspected in accordance with legal requirements.

4. Vehicles model year 2007 or older must not be used as type III vehicles to transport school children, except those vehicles that are manufactured to meet the structural requirements of federal motor vehicle safety standard 222, Code of Federal Regulations, title 49, part 571.
5. If a type III vehicle is school district owned, the school district name will be clearly marked on the side of the vehicle. The type III vehicle must not have the words "school bus" in any location on the exterior of the vehicle or in any interior location visible to a motorist.
6. A "type III vehicle" must not be outwardly equipped and identified as a type A, B, C, or D bus.
7. Eight-lamp warning systems and stop arms must not be installed or used on type III vehicles.
8. Type III vehicles must be equipped with mirrors as required by law.
9. Any type III vehicle may not stop traffic and may not load or unload before making a complete stop and disengaging gears by shifting into neutral or park. Any type III vehicle used to transport students must not load or unload so that a student has to cross the road, except where not possible or impractical, then the driver or assistant must escort a student across the road. If the driver escorts the student across the road, then the motor must be stopped, the ignition key removed, the brakes set, and the vehicle otherwise rendered immobile.
10. Any type III vehicle used to transport students must carry emergency equipment including:
 - a. Fire extinguisher. A minimum of one 10BC rated dry chemical type fire extinguisher is required. The extinguisher must be mounted in a bracket and must be located in the driver's compartment and be readily accessible to the driver and passengers. A pressure indicator is required and must be easily read without removing the extinguisher from its mounted position.
 - b. First aid kit and body fluids cleanup kit. A minimum of a 10-unit first aid kit and a body fluids cleanup kit is required. They must be contained in removable, moisture- and dust-proof containers mounted in an accessible place within the driver's compartment and must be marked to indicate their identity and location.
 - c. Passenger cars and station wagons may carry a fire extinguisher, a first aid kit, and warning triangles in the

trunk or trunk area of the vehicle if a label in the driver and front passenger area clearly indicates the location of these items.

11. Students will not be regularly transported in private vehicles that are not state inspected as type III vehicles. Only emergency, unscheduled transportation may be conducted in vehicles with a seating capacity of 10 or fewer without meeting the requirements for a type III vehicle. Also, parents may use a private vehicle to transport their own children under a contract with the district. The school district has no system of inspection for private vehicles.
12. All drivers of type III vehicles will be licensed drivers and will be familiar with the use of required emergency equipment. The school district will not knowingly allow a person to operate a type III vehicle if the person has been convicted of an offense that disqualifies the person from operating a school bus.
13. Type III vehicles will be equipped with child passenger restraints, and child passenger restraints will be utilized to the extent required by law.

C. Type III Vehicle Driven by Employees with a Driver's License Without a School Bus Endorsement

1. The holder of a Class A, B, C, or D driver's license, without a school bus endorsement, may operate a type III vehicle, described above, under the following conditions:
 - a. The operator is an employee of the entity that owns, leases, or contracts for the school bus, which may include the school district.
 - b. The operator's employer, which may include the school district, has adopted and implemented a policy that provides for annual training and certification of the operator in:
 - (1) safe operation of a type III vehicle;
 - (2) understanding student behavior, including issues relating to students with disabilities;
 - (3) encouraging orderly conduct of students on the bus and handling incidents of misconduct appropriately;
 - (4) knowing and understanding relevant laws, rules of the road, and local school bus safety policies;
 - (5) handling emergency situations;

- (6) proper use of seat belts and child safety restraints;
 - (7) performance of pretrip vehicle inspections;
 - (8) safe loading and unloading of students, including, but not limited to:
 - (a) utilizing a safe location for loading and unloading students at the curb, on the nontraffic side of the roadway, or at off-street loading areas, driveways, yards, and other areas to enable the student to avoid hazardous conditions;
 - (b) refraining from loading and unloading students in a vehicular traffic lane, on the shoulder, in a designated turn lane, or a lane adjacent to a designated turn lane;
 - (c) avoiding a loading or unloading location that would require a student to cross a road, or ensuring that the driver or an aide personally escort the student across the road if it is not reasonably feasible to avoid such a location;
 - (d) placing the type III vehicle in "park" during loading and unloading;
 - (e) escorting a student across the road under clause (c) only after the motor is stopped, the ignition key is removed, the brakes are set, and the vehicle is otherwise rendered immobile; and
 - (9) compliance with paragraph V.F. concerning reporting convictions to the employer within 10 days of the date of conviction.
- c. A background check or background investigation of the operator has been conducted that meets the requirements under Minnesota Statutes, section 122A.18, subdivision 8, or Minnesota Statutes, section 123B.03 for school district employees; Minnesota Statutes, section 144.057 or Minnesota Statutes, chapter 245C for day care employees; or Minnesota Statutes, section 171.321, subdivision 3, for all other persons operating a type III vehicle under this section.
- d. Operators shall submit to a physical examination as required by Minnesota Statutes, section 171.321,

subdivision 2.

- e. The operator's employer requires preemployment drug testing of applicants for operator positions. Current operators must comply with the employer's policy under Minnesota Statutes, section 181.951, subdivisions 2, 4, and 5. Notwithstanding any law to the contrary, the operator's employer may use a breathalyzer or similar device to fulfill random alcohol testing requirements.
- f. The operator's driver's license is verified annually by the entity that owns, leases, or contracts for the type III vehicle as required by Minnesota Statutes section 171.321, subdivision 5.
- g. A person who sustains a conviction, as defined under Minnesota Statutes, 609.02, of violating Minnesota Statutes, section 169A.25, 169A.26, 169A.27 (driving while impaired offenses), or 169A.31 (alcohol-related school bus driver offenses), or whose driver's license is revoked under Minnesota Statutes, sections 169A.50 to 169A.53 of the implied consent law, or who is convicted of violating or whose driver's license is revoked under a similar statute or ordinance of another state, is precluded from operating a type III vehicle for 5 years from the date of conviction.
- h. A person who has ever been convicted of a disqualifying offense as defined in Minnesota Statutes, section 171.3215, subdivision 1(c), (i.e., felony, controlled substance, criminal sexual conduct offenses, or offenses for surreptitious observation, indecent exposure, use of minor in a sexual performance, or possession of child pornography or display of pornography to a minor) may not operate a type III vehicle.
- i. A person who sustains a conviction, as defined under Minnesota Statutes, section 609.02, of a moving offense in violation of Minnesota Statutes, chapter 169 within 3 years of the first of 3 other moving offenses is precluded from operating a type III vehicle for 1 year from the date of the last conviction.
- j. Students riding the type III vehicle must have training required under Minnesota Statutes, section 123B.90, Subd. 2 (See Section II.B., above).
- k. Documentation of meeting the requirements listed in this section must be maintained under separate file at the business location for each type III vehicle operator. The school district or any other entity that owns, leases, or

contracts for the type III vehicle operating under this section is responsible for maintaining these files for inspection.

2. The Type III vehicle must bear a current certificate of inspection issued under Minnesota Statutes, section 169.451.
3. An employee of the school district who is not employed for the sole purpose of operating a type III vehicle may, in the discretion of the school district, be exempt from paragraphs VII.C.1.d. (physical examination) and VII.C.1.e. (drug testing), above.

D. Type A-I "Activity" Buses Driven by Employees with a Driver's License Without a School Bus Endorsement

1. The holder of a Class D driver's license, without a school bus endorsement, may operate a type A-I school bus or a Multifunction School Activity Bus (MFSAB) under the following conditions:
 - a. The operator is an employee of the school district or an independent contractor with whom the school district contracts for the school bus and is not solely hired to provide transportation services under this paragraph.
 - b. The operator drives the school bus only from points of origin to points of destination, not including home-to-school trips to pick up or drop off students.
 - c. The operator is prohibited from using the 8-light system if the vehicle is so equipped.
 - d. The operator has submitted to a background check and physical examination as required by Minnesota Statutes, section 171.321, subdivision 2.
 - e. The operator has a valid driver's license and has not sustained a conviction of a disqualifying offense as set forth in Minnesota Statutes, section 171.02, subdivisions 2a(h) - 2a(j).
 - f. The operator has been trained in the proper use of child safety restraints as set forth in the National Highway Traffic Safety Administration's "Guideline for the Safe Transportation of Pre- school Age Children in School Buses," if child safety restraints are used by passengers, in addition to the training required in Section VI., above.
 - g. The bus has a gross vehicle weight rating of 14,500 pounds or less and is designed to transport 15 or fewer passengers, including the driver.

2. The school district shall maintain annual certification of the requirements listed in this section for each Class D license operator.
3. A school bus operated under this section must bear a current certificate of inspection.
4. The word "School" on the front and rear of the bus must be covered by a sign that reads "Activities" when the bus is being operated under authority of this section.

VIII. SCHOOL DISTRICT EMERGENCY PROCEDURES

- A. If possible, school bus drivers or their supervisors shall call "911" or the local emergency phone number in the event of a serious emergency.
- B. School bus drivers shall meet the emergency training requirements contained in Unit III "Crash & Emergency Preparedness" of the Minnesota Department of Public Safety Model School Bus Driver Training Manual. This includes procedures in the event of a crash (accident).
- C. School bus drivers and bus assistants for special education students requiring special transportation service because of their handicapping condition shall be trained in basic first aid procedures, shall within one (1) month after the effective date of assignment participate in a program of in-service training on the proper methods for dealing with the specific needs and problems of students with disabilities, assist students with disabilities on and off the bus when necessary for their safe ingress and egress from the bus; and ensure that protective safety devices are in use and fastened properly.
- D. Emergency Health Information shall be maintained on the school bus for students requiring special transportation service because of their handicapping condition. The information shall state:
 1. the student's name and address;
 2. the nature of the student's disabilities;
 3. emergency health care information; and
 4. the names and telephone numbers of the student's physician, parents, guardians, or custodians, and some person other than the student's parents or custodians who can be contacted in case of an emergency.

IX. SCHOOL DISTRICT VEHICLE MAINTENANCE STANDARDS

- A. All school vehicles shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program

adopted or approved by the school district.

- B. All school vehicles shall be state inspected in accordance with legal requirements.
- C. A copy of the current daily pre-trip inspection report must be carried in the bus. Daily pre-trip inspections shall be maintained on file in accordance with the school district's record retention schedule. Prompt reports of defects to be immediately corrected will be submitted.
- D. Daily post-trip inspections shall be performed to check for any children or lost items remaining on the bus and for vandalism.

X. SCHOOL TRANSPORTATION SAFETY DIRECTOR

The superintendent has designated an individual to serve as the school district's school transportation safety director, who is:

Amy Tiedens
1820 Xenium Lane North
Plymouth, MN 55441
astiedens@district287.org
763-550-7132

The school transportation safety director shall have day-to-day responsibility for student transportation safety, including transportation of nonpublic school children when provided by the school district. The school transportation safety director will assure that this policy is periodically reviewed to ensure that it conforms to law. The school transportation safety director shall certify annually to the school board that each school bus driver meets the school bus driver training competencies required Minnesota Statutes, section 171.321, subdivision 4. The transportation safety director also shall annually verify or ensure that the private contractor utilized by the school has verified the validity of the driver's license of each employee who regularly transports students for the school district in a type A, B, C, or D school bus, type III vehicle, or MFSAB with the National Driver Register or the Department of Public Safety. Upon request of the school district superintendent or the superintendent of the school district where nonpublic students are transported, the school transportation safety director also shall certify to the superintendent that students have received school bus safety training in accordance with state law. The name, address and telephone number of the school transportation safety director are on file in the school district office. Any questions regarding student transportation or this policy may be addressed to the school transportation safety director.

XI. STUDENT TRANSPORTATION SAFETY COMMITTEE

The school board may establish a student transportation safety committee. The chair of the student transportation safety committee is the school district's school transportation safety director. The school board shall appoint the other members of the student transportation safety committee. Membership may include parents, school bus drivers, representatives of school bus companies,

local law enforcement officials, other school district staff, and representatives from other units of local government.

III. IMPLEMENTATION

~~District administration is responsible for overseeing student transportation safety by developing and implementing comprehensive transportation safety procedures.~~

Legal References:

Minn. Stat. § 123B.91 (School District Bus Safety Responsibilities)

Cross References:

[SRR120](#) Student Conduct & Discipline

[287 Student Handbook](#) (What are the expectations for buses or vans?) (page 14) [Student Conduct and Discipline Policy](#)

[Intermediate District 287 Employee Handbook](#) (Driving District Vehicles) (page 28) [287 Transportation Support Services 2018-19](#)

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Policy Summary

Policy 419 Tobacco Free Environment

Date: First Reading August 22, 2024, Second Reading December 2024

Policy Last Reviewed: December 2019

Overview of Recommendations:

This policy was updated to align with MSBA's model policy. The AdHoc Committee has reviewed the policy and recommends approval with these language changes.

Summary of Changes:

- Title and Numbering - Changes align with MSBA model policy and structure.
- **I. PURPOSE** - Removed old language per MSBA.
- **II. GENERAL STATEMENT OF POLICY**
 - Removed A. - D. old language
 - Added new language in A. - D.
- **III. DEFINITIONS** -
 - Removed A. - B. old language
 - Added new language in A. - c.
- **IV. EXCEPTIONS** -
 - Removed A. - D. old language
 - Added new language in A. - F.
- **Added New Sections** - due to updated legal requirements
 - V. VAPING PREVENTION INSTRUCTIONS
 - VI. ENFORCEMENT
 - VII. DISSEMINATION

Cross References and Legal References

- Update on Cross references and legal references.

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?

Staff and administration reviewed the policy. They recommended using American Indian/ Indigenous language consistently throughout the policy. They also shared that the exemption for American Indian/Indigenous includes being part of an identified tribe, which may be a barrier for some, however this is the current law. [After the first reading, the board recommended that the American Indian Parent](#)

Advisory Council (AIPAC), including students who identify as American Indian/Indigenous review the policy before the second reading. One student shared that they practiced smudging before with her family members. She expressed gratitude that this exception is included in this policy. She was very adamant of the use of tobacco and not the use of vapes in any way. The student did agree with the policy as it is written. Another student feels the policy to use tobacco at events is very important and something we should have as a district. Families and staff think the policy looks good; it's clear and leaves decision making up to the site admin. All were happy that smudging is being addressed. No wording changes were recommended.

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

DISTRICT POLICY

POLICY SERIES: ~~Health and Medical~~ **Employee**

SUBJECT: Tobacco-Free Schools

BOARD APPROVED: October 2010, September 2014, June 2019

REVISION DATE: December 2019

~~HM160~~ **Policy 419 TOBACCO-FREE SCHOOLS-TOBACCO-FREE ENVIRONMENT; POSSESSION AND USE OF TOBACCO, TOBACCO-RELATED DEVICES, AND ELECTRONIC DELIVERY DEVICES; VAPING AWARENESS AND PREVENTION INSTRUCTION**

~~TOBACCO-FREE SCHOOLS~~

I. PURPOSE

The purpose of this policy is to maintain a learning and working environment that is tobacco-free. ~~Smoking or the use of any tobacco product in a public school is a violation of the Minnesota Clean Indoor Air Act and/or the Freedom to Breathe Act of 2007 and is a petty misdemeanor. The Board's primary concern is to promote the health of students and employees.~~

II. GENERAL STATEMENT OF POLICY

- ~~A. No person may smoke, chew, or otherwise ingest or use tobacco or a tobacco product or tobacco-related device, or inhale or exhale vapor from, carry, or use an activated electronic delivery device in a public school, including any facilities or vehicles owned, rented, leased, contracted for, or controlled by the District. This prohibition includes all District property and all off-campus events sponsored by the District.~~
- ~~B. No student may possess any type of tobacco, tobacco-related devices, or electronic delivery device on District property, including any facilities or vehicles owned, rented, leased, contracted for, or controlled by the District. This prohibition includes all District property and all off-campus events sponsored by the District.~~
- ~~C. The District will act to enforce this Policy, and to discipline or take other appropriate action against any person who is found to have violated this policy.~~
- ~~D. Smoking cessation program information and education about the health benefits of a tobacco-free lifestyle will be made available to all students through the School Counselor and/or health and science teachers and to employees through the Employee Assistance Program.~~

- A. A violation of this policy occurs when any student, teacher, administrator, other school personnel of the school district, or person smokes or uses tobacco, tobacco-related devices, or carries or uses an activated electronic delivery device in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls. In addition, this prohibition includes vehicles used, in whole or in part, for work purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- B. A violation of this policy occurs when any elementary school, middle school, or secondary school student possesses any type of tobacco, tobacco-related devices, or electronic delivery devices in a public school. This prohibition extends to all facilities, whether owned, rented, or leased, and all vehicles that a school district owns, leases, rents, contracts for, or controls and includes vehicles used, in whole or in part, for school purposes, during hours of school operation, if more than one person is present. This prohibition includes all school district property and all off-campus events sponsored by the school district.
- C. The school district will act to enforce this policy and to discipline or take appropriate action against any student, teacher, administrator, school personnel, or person who is found to have violated this policy.
- D. The school district will not solicit or accept any contributions or gifts of money, curricula, materials, or equipment from companies that directly manufacture and are identified with tobacco products, tobacco-related devices, or electronic delivery devices. The school district will not promote or allow promotion of tobacco products or electronic delivery devices on school property or at school-sponsored events.

III. DEFINITIONS

- A. ~~“Electronic delivery device” means any product, such as e-cigarettes, e-cigars, or e-pipes, containing or delivering nicotine, lobelia, and/or any other substance intended for human consumption that can be used by a person to simulate smoking in the delivery of nicotine or any other substance through inhalation of vapor from the product. Electronic delivery device includes any component part of a product, whether it is manufactured, distributed, or not marketed or sold separately.~~
- B. ~~“Smoking” means inhaling or exhaling smoke from, burning, or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted tobacco or plant or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. Smoking also includes carrying a lighted cigar, cigarette, pipe, or any other lighted tobacco or plant product intended for inhalation, carrying, or using an activated electronic delivery device.~~

C. ~~“Tobacco” means cigarettes and any other product containing, made, or derived from tobacco that is intended for human consumption, whether smoked, chewed, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part or accessory of a tobacco product including, but not limited to:; cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps; clippings, cuttings and sweepings of tobacco; and all other kinds and forms of tobacco prepared in such a manner as to be suitable for chewing or smoking in a pipe or other tobacco-related device.~~

D. ~~“Tobacco related devices” means cigarette papers or pipes for smoking or other devices intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking, or inhalation of vapors of tobacco or tobacco products. Tobacco-related devices include components of tobacco-related devices which may be marketed or sold separately.~~

A. “Electronic delivery device” means any product containing or delivering nicotine, lobelia, or any other substance, whether natural or synthetic, intended for human consumption that can be used by a person to simulate smoking in the delivery of nicotine or any other substance through inhalation of aerosol or vapor from the product. Electronic delivery devices includes but is not limited to devices manufactured, marketed, or sold as electronic cigarettes, electronic cigars, electronic pipe, vape pens, modes, tank systems, or under any other product name or descriptor. Electronic delivery device includes any component part of a product, whether or not marketed or sold separately. Electronic delivery device excludes drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.

B. “Heated tobacco product” means a tobacco product that produces aerosols containing nicotine and other chemicals which are inhaled by users through the mouth.

C. “Tobacco” means cigarettes and any product containing, made, or derived from tobacco that is intended for human consumption, whether chewed, smoked, absorbed, dissolved, inhaled, snorted, sniffed, or ingested by any other means, or any component, part, or accessory of a tobacco product, including, but not limited to, cigars; cheroots; stogies; perique; granulated, plug cut, crimp cut, ready rubbed, and other smoking tobacco; snuff; snuff flour; cavendish; plug and twist tobacco; fine cut and other chewing tobacco; shorts; refuse scraps, clippings, cuttings and sweepings of tobacco; and other kinds and forms of tobacco. Tobacco excludes any drugs, devices, or combination products, as those terms are defined in the Federal Food, Drug, and Cosmetic Act, that are authorized for sale by the United States Food and Drug Administration.

- D. "Tobacco-related devices" means cigarette papers or pipes for smoking or other devices intentionally designed or intended to be used in a manner which enables the chewing, sniffing, smoking, or inhalation of vapors aerosol or vapor of tobacco or tobacco products. Tobacco-related devices include components of tobacco-related devices which may be marketed or sold separately.
- E. "Smoking" means inhaling, exhaling, burning, or carrying any lighted or heated cigar, cigarette, pipe, or any other lighted or heated product containing, made, or derived from nicotine, tobacco, marijuana, or other plant, whether natural or synthetic, that is intended for inhalation. Smoking includes carrying or using an activated electronic delivery device.
- F. "Vaping" means using an activated electronic delivery device or heated tobacco product.

IV. EXCEPTIONS

- ~~A. It is not a violation of this policy for an Indigenous adult to light tobacco on District property as part of a traditional Indigenous spiritual or cultural ceremony. An Indigenous person is someone who is a member of an Indian tribe as defined under Minnesota law.~~
- ~~B. It is not a violation of this policy for an adult non student to possess a tobacco or nicotine product that has been approved by the U.S. Food and Drug Administration for sale as a tobacco cessation product, as a tobacco dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose.~~
 - A. A violation of this policy does not occur when an American Indian/ Indigenous adult lights tobacco on school district property as a part of a traditional Indian spiritual or cultural ceremony. An American Indian/ Indigenous student may carry a medicine pouch containing loose tobacco intended as observance of traditional spiritual or cultural practices. An American Indian/ Indigenous is a person who is a member of an Indian tribe as defined under Minnesota law.
 - B. A violation of this policy does not occur when an adult (non student) possesses a tobacco or nicotine product that has been approved by the United States Food and Drug Administration for sale as a tobacco-cessation product, as a tobacco-dependence product, or for other medical purposes, and is being marketed and sold solely for such an approved purpose. Nothing in this exception authorizes smoking or use of tobacco, tobacco-related devices, or electronic delivery devices on school property or at off-campus events sponsored by the school district.
 - C. An American Indian/ Indigenous student or staff member may use tobacco, sage, sweetgrass, and cedar to conduct individual or group smudging in a public school. The process for conducting smudging is determined by the building or site administrator. Smudging must be conducted under the direct supervision of an appropriate staff member, as determined by the building or site administrator.

V. VAPING PREVENTION INSTRUCTION

- A. The school district must provide vaping prevention instruction at least once to students in grades 6 through 8.
- B. The school district may use instructional materials based upon the Minnesota Department of Health's school e-cigarette toolkit or may use other smoking prevention instructional materials with a focus on vaping and the use of electronic delivery devices and heated tobacco products. The instruction may be provided as part of the school district's locally developed health standards.

VI. ENFORCEMENT

- A. All individuals on school premises shall adhere to this policy.
- B. Students who violate this tobacco-free policy shall be subject to school district discipline procedures.
- C. School district administrators and other school personnel who violate this tobacco-free policy shall be subject to school district discipline procedures.
- D. School district action taken for violation of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota or federal law, and school district policies.
- E. Persons who violate this tobacco-free policy may be referred to the building administration or other school district supervisory personnel responsible for the area or program at which the violation occurred.
- F. School administrators may call the local law enforcement agency to assist with enforcement of this policy. Smoking or use of any tobacco product in a public school is a violation of the Minnesota Clean Indoor Air Act and/or the Freedom to Breathe Act of 2007 and is a petty misdemeanor. A court injunction may be instituted against a repeated violator.
- G. No persons shall be discharged, refused to be hired, penalized, discriminated against, or in any manner retaliated against for exercising any right to a smoke-free environment provided by the Freedom to Breathe Act of 2007 or other law.

VII. DISSEMINATION OF POLICY

- A. This policy shall appear in the student handbook.
- B. The school district will develop a method of discussing this policy with students and employees.

Legal References: ~~[Minn. Stat. §§ 144.411—144.417 \(Minnesota Clean Indoor Air Act\)](#)~~
~~[Minn. Stat. § 609.685 \(Sale of Tobacco to Children\)](#)~~

Cross References: ~~Health and Medical Goals Policy~~
~~Employee Responsibilities Policy~~
~~Student Conduct and Discipline Policy~~

Legal References: [Minn. Stat. § 120B.238 \(Vaping Awareness and Prevention\)](#)
[Minn. Stat. § 121A.08 \(Smudging Permitted\)](#)
[Minn. Stat. §§ 144.411-144.417 \(Minnesota Clean Indoor Air Act\)](#)
[Minn. Stat. § 609.685 \(Sale of Tobacco to Persons Under Age 21\)](#)
[2007 Minn. Laws Ch. 82 \(Freedom to Breathe Act of 2007\)](#)

Cross References: [MSBA/MASA Model Policy 403 \(Discipline, Suspension, and Dismissal of School District Employees\)](#)
[MSBA/MASA Model Policy 506 \(Student Discipline\)](#)

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Board Calendar (Second & Fourth Thursday of the Month)

Start Time: 6:30 PM

January 2024 – December 2024	
January 11, 2024 Conflict MSBA Meeting January 25, 2024	
February 8, 2024	February 22, 2024
March 14, 2024	March 28, 2024 Conflict with Spring Break
April 11, 2024	April 25, 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

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Board Calendar (Second & Fourth Thursday of the Month)

Start Time: 6:30 PM

TENTATIVE

January 2025 – December 2025	
January 9, 2025 <i>(possible conflict MSBA Conference)</i>	January 23, 2025
February 13, 2025	February 27, 2025
March 13, 2025	March 27, 2025 <i>(Conflict with Spring Break)</i>
April 10, 2025	April 24, 2025
May 8, 2025	May 22, 2025
June 12, 2025	June 26, 2025
No July Meeting	
August 28, 2025	
September 11, 2025	September 25, 2025
October 9, 2025	October 23, 2025
November 13, 2025	
December 11, 2025	

INTERMEDIATE DISTRICT 287
December 12, 2024
SCHOOL BOARD CALENDAR

December 2024

12	Thursday	General Meeting of the Board	6:30 PM	DSC
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TENTATIVE**January 2025**

23	Thursday	General Meeting of the Board	6:30 PM	DSC
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February 2025

13	Thursday	School Board Retreat	4:30 PM	DSC
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13	Thursday	General Meeting of the Board	6:30 PM	DSC
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27	Thursday	General Meeting of the Board	6:30 PM	DSC
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March 2025

13	Thursday	General Meeting of the Board	6:30 PM	DSC
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27	Thursday	General Meeting of the Board	6:30 PM	DSC
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*(conflict with Spring Break, added additional April meeting)***April 2025**

10	Thursday	General Meeting of the Board	6:30 PM	DSC
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24	Thursday	General Meeting of the Board	6:30 PM	DSC
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May 2025

08	Thursday	School Board Retreat	4:30 PM	DSC
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08	Thursday	General Meeting of the Board	6:30 PM	DSC
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22	Thursday	General Meeting of the Board	6:30 PM	DSC
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June 2025

12	Thursday	General Meeting of the Board	6:30 PM	DSC
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26	Thursday	General Meeting of the Board	6:30 PM	DSC
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◆ General Board Meeting – Date Change

◆ New Event

◆ Event Date Change

Intermediate District 287

RESPONSIVE. INNOVATIVE. SOLUTIONS.

Get on the Bus & Local 2209 Breakfast Schedule

2024-2025

Get on the Bus

Tuesday, December 3rd

Career Technical Center

Bus leaves 287 DSC @ 8:30 AM

Ruthie Dallas	Dan Ginestra
Anne Casey	Kim Ross
Heidi Marty	Brian Roath (Westonka)
Ned Carroll (State Rep Wayzata)	Milind Sohoni (Wayzata Board Member)

Tuesday, February 4th

South Education Center

Bus leaves 287 DSC @ 8:30 AM

Dan Ginestra	Anne Casey
_____	_____
_____	_____
_____	_____

Tuesday, April 15th

Itinerant

Bus leaves 287 DSC @ 8:30 AM

Dan Ginestra	Anne Casey
_____	_____
_____	_____
_____	_____

Local 2209/Board Meeting

1:00 PM

Tuesday, December 10th

District Service Center

(3rd Floor – Room 316)

Ruthie Dallas

Anne Casey

Tuesday, February 11th

District Service Center

(3rd Floor – Room 316)

Tuesday, April 22nd

District Service Center

(3rd Floor – Room 316)



Where School Boards Learn to Lead



INSPIRE & CONNECT

Leading with Purpose

Annual Leadership Conference
January 16-17, 2025

Minneapolis Convention Center



Conference at a Glance

Tuesday, January 14

6 p.m. to 9 p.m. Learning to Lead – School Board Basics: Phase I
(Hyatt Regency Minneapolis)

Wednesday, January 15

9 a.m. to 4 p.m. Leadership Foundations – School Finance and Management: Phase II
(Hyatt Regency Minneapolis)

9 a.m. to 4 p.m. Building a High-Performance School Board Team: Phase III
(Hyatt Regency Minneapolis)

9 a.m. to 4 p.m. Charter School Board Member Workshop
(Hyatt Regency Minneapolis)

7 p.m. to 9 p.m. Early Bird Sessions
(Minneapolis Convention Center)
• “Exploring AI in Schools: A Balanced Perspective”
• “Negotiation Foundations: What to Know as You Head to the Table”

Thursday, January 16

7:30 a.m. Registration and Exhibit Hall opens

8 a.m. to 8:45 a.m. Ask MSBA Sessions

9 a.m. to 11 a.m. Opening Session (doors open)
• Keynote Speaker: Mickey Smith Jr. – “Keep on Going”

11 a.m. to 2:15 p.m. School Excellence Showcase

11:10 a.m. to noon Director District Discussions

12:15 p.m. to 1:30 p.m. Recognition Luncheon

1 p.m. to 5:15 p.m. MSBA Board elections voting booth open

1:40 p.m. to 2:30 p.m. Roundtable Sessions

2:35 p.m. to 3:30 p.m. Ask MSBA Sessions

2:45 p.m. to 3:45 p.m. Workshops

4 p.m. to 5 p.m. Workshops

Friday, January 17

7:30 a.m. Registration and Exhibit Hall opens

7:30 a.m. to 9:15 a.m. MSBA Board elections voting booth open

8 a.m. to 9:10 a.m. Roundtable Sessions

9:15 a.m. to 10:15 a.m. Workshops

10:15 a.m. to noon Closing Session (doors open)

• Keynote Speaker: Hamish Brewer – “Relentless Leadership”

Noon Adjourn

Visit <https://www.mnmsba.org/LeadershipConference> for more information.

Coordinate with your school district office for conference registration and hotel reservations.
Registration and housing are scheduled to open October 23.

Thank you to Ratwik, Roszak & Maloney, P.A., for supporting the printing and mailing of this conference brochure.



Featured Speakers



Opening Session – Thursday, January 16, 2025

Mickey Smith Jr. “Keep on Going”

Presentation synopsis: In this session, seven-time Teacher of the Year and Grammy Music Educator Award recipient Mickey Smith Jr. shares his emotional story of perseverance, promise and his S.O.U.N.D. principles to help educators and leaders “Keep on Going.”

Mickey’s success stems from his ability to create opportunities amid obstacles. In this session he dives into the mental health tools needed to feel more resilient, more significant, less fearful, and ready to leverage change for all it is worth.

There has been so much change and challenge that has left many feeling overwhelmed, unsure, and unsteady of how to “Keep on Going.”

Going from “How can I?” to “I’ve got this!” often feels impossible. How do you make the shift from impossible to “I’m Possible?”

Mickey takes audiences from a victim to a victor mindset with his three-step victory method for purpose and perseverance. What Mickey shares through a motivational mixture of music and message is a powerful “must-do” rather than “should do” and your secret to success for making everyday a “wins-day!”

Learn more about Mickey Smith Jr. at <https://mickeysmithjr.com>.



Closing Session – Friday, January 17, 2025

Hamish Brewer “Relentless Leadership”

Presentation synopsis: Hamish Brewer is an award-winning leader and school turnaround expert who has turned around multiple schools – both at the elementary and secondary levels, working with some of the most at-risk students in America.

Hamish will share his secrets to his success in this inspiring, high-octane presentation. Let’s laser focus in on key areas for growth in your leadership journey, practices and processes that align to successful school and student outcomes.

You will walk away with practical solutions and ideas to key education challenges around organizational improvement, closing the achievement gap, stakeholder engagement and culture.

Own your leadership and own your legacy!

Learn more about Hamish Brewer at <https://hamishbrewer.com>.

Workshop Topics

Workshop topics: In December, view a complete list of workshops with descriptions at www.mnmsba.org/LeadershipConference.

Some of the featured topics include: Board and superintendent relationships, student achievement, referendum tips, students at the board table, teacher retention, artificial intelligence, cellphones, career and tech ed programs, finances, and more!



Special Features



New! Ask MSBA Sessions

Join us at the Ask MSBA Sessions for engaging one-on-one and small group conversations with our staff. Twice on Thursday, MSBA staff members will be available in the Roundtable area to discuss the latest topics and answer your questions. This is a great opportunity to gain insights, share your thoughts, and network with other attendees. Don't miss out on this chance to connect and learn!

School Excellence Showcase

Visit with proud Minnesota students and staff who are showcasing unique programs from their schools.

Director District Discussions and Elections

Your MSBA Director District representatives will be setting aside time to meet with board members from their region. Director Districts with openings on the MSBA Board of Directors will also have presentations from board members running for those positions. Bring your questions to add to the conversation.

Roundtable Sessions

Join us for two 20-minute sessions starting at 1:40 p.m. Thursday, and three rounds of 20-minute sessions starting at 8 a.m. Friday in the Exhibit Hall. These informal sessions provide a great opportunity to converse with an expert in a small-group setting. Topics this year include superintendent contract, strategic planning, and much more.

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