

## Regular

Monday, October 14, 2019 6:30 PM

Teaching & Learning Center, Becker High School, 12000 Hancock Street, Becker, MN 55308

### 1. PROCEDURAL ITEMS

- A. Call to Order
- B. Pledge of Allegiance
- C. Agenda
- D. Recognition of Visitors and Public Forum
- E. PBIS Presentation

### 2. REPORTS

- A. Superintendent's Report
- B. Committee Reports

### 3. CONSENT AGENDA

- A. Minutes
- B. Financial Report
- C. Disbursements
- D. Personnel
- E. Gifts
- F. 19-20 Fundraisers
- G. MSHSL Foundation Resolution
- H. MSHSL Application for Cooperative Sponsorship

### 4. ADOPT POLICY

### 5. FIRST READINGS

- A. 414 Mandated Reporting
- B. 524 Internet Acceptable Use and Safety

### 6. 2019-20 SUPERINTENDENT GOALS

### 7. ADJOURN



# BECKER MIDDLE SCHOOL

3 R's

PBIS/SEL

# Agenda

## Overview of PBIS/SEL AT BECKER MIDDLE SCHOOL

- MTSS (Tier 1,2,3)
- School-Wide Matrix
- 3 R's TIER 1 Advisory Time

# Acronyms: PBIS - SEL - 3 R's

## **PBIS**

POSITIVE  
BEHAVIOR  
INTERVENTION &  
SUPPORTS

## **SEL**

SOCIAL  
EMOTIONAL  
LEARNING

## **3 R's**

RESPECT  
RESPONSIBILITY  
positive  
RELATIONSHIPS

# What is PBIS?

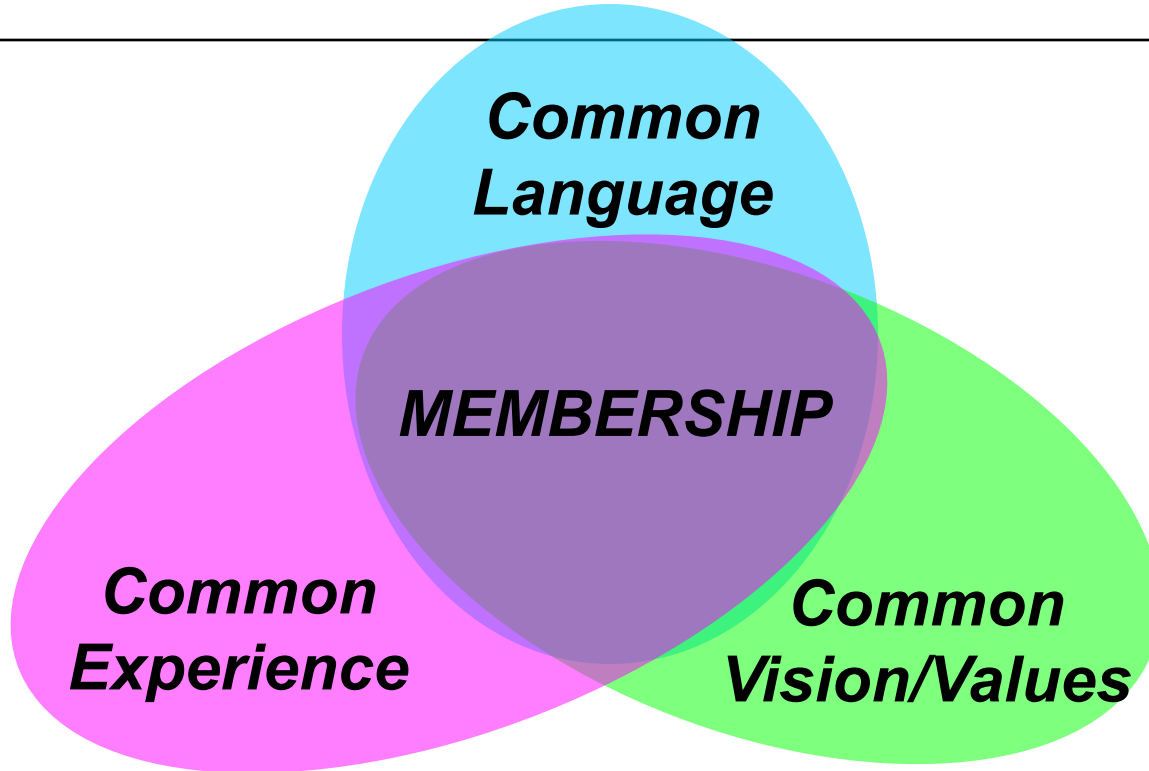
PBIS alters environments, teaches appropriate skills and **rewards appropriate behaviors.**<sup>vi</sup> In other words, rather than telling students **what not to do**, the school will **focus on the preferred behaviors.**<sup>vii</sup>

hero

herok12.com

# Establishing a Social Culture

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# PBIS HISTORY-Connecting to MTSS

- History of PBIS at BMS:
  - Becker Middle School was given a grant (2009-2010) which provided 2 years of training in School-wide Positive Behavior Intervention & Support for the leadership team at that time. We have been providing a PBIS hybrid model since then.
  - PBIS COMMITTEE - Meets monthly to discuss MTSS TIER 1 data/curriculum
    - Fostering Resilient Learners - book read by ALL staff this past summer
      - Share out at staff meetings
- MTSS: Multi-Tiered System of Support
  - Meeting the needs of students
    - TIER 1: 100% of ALL students
    - TIER 2: 15% of students needing interventions/support
    - TIER 3: 10% of students needing interventions/support

# 2019-2020 PBIS COMMITTEE MEMBERS

6th Grade: Lance Fox & Dennis Yoerg

7th Grade: Sue Block & Abby Strom

8th Grade: Tammy Leabch & Mark Kolbinger

PE/MUSIC: Gretchen Changamire & Shelly Clemen

SPED: Kris McClellan & Stacy Meyer

MEDIA: Holly Wieber

ADDITIONAL MEMBERS:

Julie Fox (School Counselor), Miriah Dockendorf (School Social Worker), Traci Mathies (Behavior Interventionist)

Chantel Boyer (Principal), Ted Aleckson (Assistant Principal)

# MTSS Behavior Interventions & Supports

## TIER 1

3 R's  
During advisory:  
***Social Emotional Learning (SEL)*** to ALL students  
6th Grade - Tier 1  
School Counselor

## Tier 2

TIER 2: 15% of students needing interventions/support  
School Counselor or School Social Worker

## Tier 3

TIER 3: 10% of students needing interventions/support  
School Social Worker or Behavior Interventionist

# What is SEL?

Social and Emotional Learning (SEL) is the process through which children and adults understand and manage emotions, set and achieve positive goals, feel and show empathy for others, establish and maintain positive relationships, and make responsible decisions.

\*During Advisory on Mondays - the focus is on providing lessons on Social Emotional Learning. Advisory teachers use 3 R's Site

# What do we do for

## TIER 1

- Review expectations with all students and staff  
[SCHOOL WIDE MATRIX](#) (this is done at the beginning - middle - and sometimes end of the school year)  
Specific Matrices:
  - Classroom
  - Hallway
  - Commons/Cafeteria
  - Bus
  - Technology
  - Bathroom
- Monday during advisory: Social Emotional Learning lessons
  - Staff provide students with lessons/activities on Mondays during advisory.
- Mrs. Fox meets with ALL [6th grade students](#) to provide Tier 1 support



# BMS 3 R's

# 3 R's SITE



One final item...

# UNITY DAY - OCTOBER 23, 2019: WEAR ORANGE!



**Together against bullying. UNITED for kindness, acceptance and inclusion.**

Make it **ORANGE** and make it end! What are your true colors when it comes to showing that you believe that all youth should be safe from bullying? Come together in one giant **ORANGE** message of hope and support, WEAR AND SHARE **ORANGE** to color our nation, and even the world, visibly showing that our society believes that no child should ever experience bullying. <https://www.pacer.org/bullying/nbpm/unity-day.asp>

Thank you for your time!

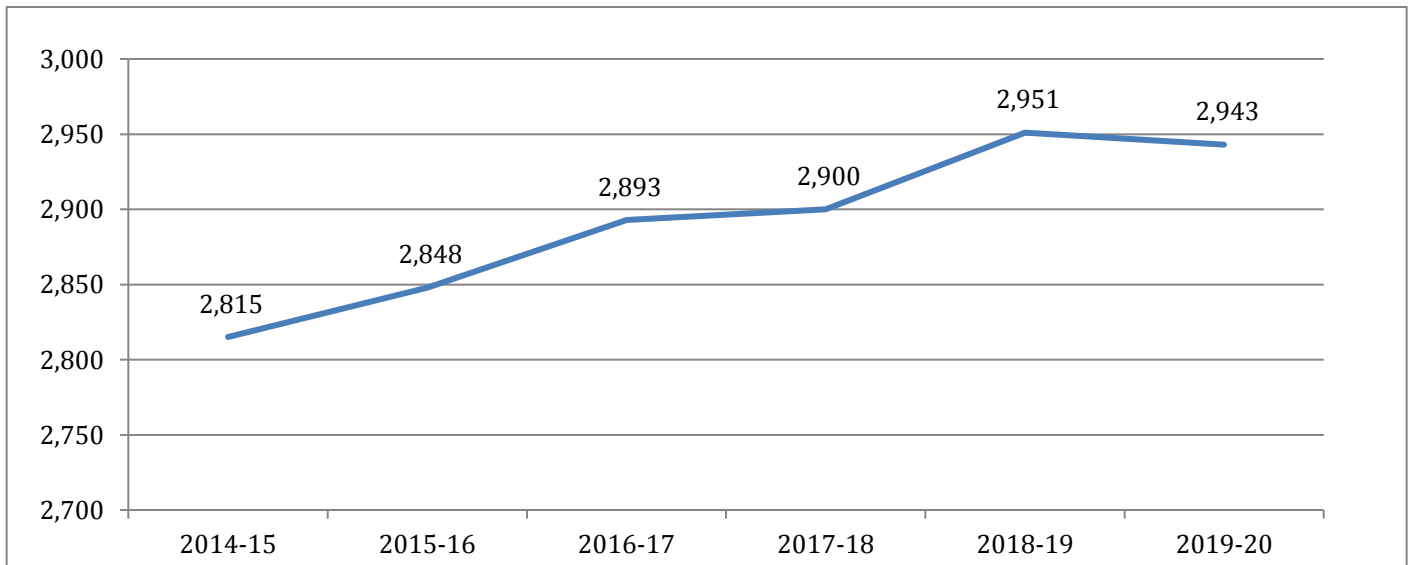


Date: October 11, 2019  
 To: School Board  
 From: Jeremy Schmidt  
 RE: Meeting Notes, October 14, 2019

2A. Superintendent's Report

- i. Thank you to the Middle School for the presentation, we have incorporated presentations from the Executive Committee to keep the public abreast of things happening in our school district.
- ii. The PK-12 October 1 enrollment for the school district is 2,922 in comparison to 2,951 last year. The seven-year October 1 enrollment history is graphed below with data from the past 15 years:

	05-06	06-07	07-08	08-09	09-10	10-11	11-12	12-13	13-14	14-15	15-16	16-17	17-18	18-19	19-20
Early	36	35	23	21	16	11	17	18	25	25	25	26	34	43	21
Pri	668	655	621	628	601	589	582	587	600	591	616	646	628	613	644
Int	612	668	696	725	672	647	656	663	632	607	638	652	658	662	654
Mid	572	610	608	665	695	718	707	680	690	694	681	675	666	715	704
High	737	729	752	797	771	794	818	835	873	898	888	894	914	918	920
<b>Total</b>	<b>2625</b>	<b>2697</b>	<b>2700</b>	<b>2836</b>	<b>2,755</b>	<b>2,759</b>	<b>2,780</b>	<b>2,783</b>	<b>2,820</b>	<b>2,815</b>	<b>2,848</b>	<b>2,893</b>	<b>2,900</b>	<b>2,951</b>	<b>2,943</b>



- iii. In speaking with BEA, we would like to provide Meet and Confer prior to school board meetings so as to include board members in the conversation with more efficiency. We need to appoint board member(s) to this committee.
- iv. The website is live with information related to our upcoming operating levy renewal. There will be public presentations on Monday, October 21<sup>st</sup> and Tuesday, October 29<sup>th</sup> at 6:00 pm. Information has been shared with the newspaper, mailings will go out to taxpayers this week, and information will continue to be updated on the district website and school social media accounts. Voting takes place at Becker City Hall from 7:00 am-8:00 pm on November 5<sup>th</sup>. Absentee voting has already begun and is available at the district office during regular business hours.

### 3. Consent Agenda

- D. I recommend approving the personnel items as presented.
  - E. Policy 706 Acceptance of Gifts permits the school board to accept donations or gifts under the terms of the policy. I recommend accepting the gifts as described on the enclosure.
  - F. Policy 511 Student Fundraising requires that “The superintendent shall report to the board, at least annually, on the nature and scope of student fundraising activities approved pursuant to this policy.” Each fundraising activity has completed the Fundraiser Request Form and has been approved by the Advisor, Principal, and Superintendent. I recommend accepting the Annual Fundraising Report.
  - G. I recommend approving the resolution to the MSHSL Foundation. The grant money is used to pay for students’ activities fees in hardship situations.
  - H. Activities Director, Dave Niemi and I recommend approving the Application for Cooperative Sponsorship with Princeton, Becker, Big Lake, and Spectrum for Girl’s Hockey.
- 4. I have received no input on the following policy and recommend it be adopted: 223 Strategic Goals.
  - 5. I recommend first reading of Policy 414 Mandated Reporting and Policy 524 Internet Acceptable Use and Safety.
  - 6. Proposed superintendent goals for the 2019-20 school year are attached. The format follows the goal-based Superintendent Evaluation Process developed by MSBA and MASA. The goals reflect school district goals and initiatives. I recommend a discussion of the goals and school board approval of them if they are agreeable (will follow in email under separate cover).

# Board & Administrator

FOR SCHOOL BOARD MEMBERS

October 2019 Vol. 33, No. 6

Editor: Jeff Stratton

## Developing an entry plan: Part 3

By Dr. Peter Gorman

My entry plan had a lot of moving parts (i.e., meetings, events, and activities), but I was able to maintain my focus because the entry plan had five goals that were clearly articulated and understood by the Board of Education and by me. Those goals were:

1. Develop and ensure successful district reform governance through effective and positive board-superintendent relations.
2. Increase student achievement for all students while simultaneously closing the achievement gap.
3. Improve public trust, commitment, and confidence through open, honest communication, responsive corrective action to identified obstacles to improving student achievement, and the conditions of teaching and learning.
4. Increase organizational effectiveness and efficiency.
5. Establish a supportive, positive, and effective district climate and culture singularly focused on the improvement of student achievement using a continuous improvement model.

Getting to this point — garnering board approval for a preliminary course of action, which is of course what the goals were — was a crash course for me in board relations.

The wind was in my favor, as much as it could be given with the contentious nature of the Board of Education and their negative image in the court of public opinion. Mitigating these factors was that the Board of Education was in the middle of comprehensive training and had adopted policies supporting reform and improvement. What it boiled down to for the district was that the superinten-

dent and the senior leadership team had to create a climate and culture and put in place systems, processes, and structures to create an aligned system to increase student achievement at scale for all students, closing achievement gaps, and increase the graduation rate. In this organization, the superintendent is the person with the car keys and the principal is the person actually driving the car. All other players — administrators, teachers, and school support staff — are passengers.

All of this was in my mind when I created five goals for my first three months as superintendent. I had to win over the board, the public, and the employees simultaneously while laying out and selling all three audiences on my personal theory of action for increasing student achievement at scale.

In any top leadership job, the treadmill is already up and running when you step on it — and my entry was no exception. But the five goals provided structure and focus for me and for the Board of Education.

The goals served another purpose, too. They became a significant part of my evaluation. All of this was by design. The key point here is that from the beginning, we focused on an aligned system to increase student achievement at scale. An effective entry plan is an integral component of such a system. We aligned our actions with identified goals. We aligned those goals with my evaluation, as well as the evaluations I did for executive staff each year. And we aligned them with what we thought was best for students. The early goals, the long-term goals, the district's success, and my evaluation were inextricably linked, and during my entire time in Charlotte this alignment drove our work. ■

## Never attack the media; avoid grandstanding

Reporters love it when a board member is very angry and confronts them about press coverage. Great quotes make for great stories.

This is why it's vital to speak with one unified voice. Nothing destroys public confidence quicker

than board members publicly quibbling during meetings.

It's another reason why you don't want individual board members going off with a reporter to give their own media interviews on a contentious issue. ■

## Evaluate progress toward goals

Evaluate the progress you make toward your goals at least once a year. Did you reach them? Did you learn something that will help you plan for next year? It's easy to make the same mistakes twice if you don't carefully analyze where you encountered problems.

But always remember, the board evaluates the administrator, and the administrator evaluates the em-

ployees. The board's evaluation of staff performance infringes on the superintendent's responsibilities.

What about your district's future? There are plenty of places your district can go and too little time and money to accomplish everything.

Recommendation: Sit down as a board and superintendent team. Decide where you want the district to go and make your plans. ■

## Role and responsibilities chart gives guidance

It's important for boards and their superintendents to clarify who is responsible for what. This is an effective way to avoid problems, like board micromanagement of the administrator that

can create tension in the board-superintendent relationship. Use the following chart to designate specific board and superintendent responsibilities:

Key: **B** = board responsibility; **S** = superintendent responsibility.

1. Establish and communicate the mission, values, and strategic goals for the school system. **B**
2. Develop and approve policies to guide the district. **B**
3. Implement board policies and directives. **S**
4. Advise the board on all matters under board jurisdiction. **S**
5. Recommend policies, strategic plan initiatives, and educational programs for board consideration. **S**
6. Implement the strategic plan. **S**
7. Approve the annual budget. **B**
8. Establish a monitoring and evaluation system, as well as support and recognition systems. **B**
9. Oversee financial planning and control. **S**
10. Establish organizational roles for staff. **S**
11. Evaluate the effectiveness of the board in achieving established goals. **B**
12. Supervise and evaluate district operations, and report to the board on district performance. **S**
13. Appoint/select school site and central office administrators. **S**
14. Report annually to the public on school performance. **B**
15. Act as an advocate for public education. **B/S**
16. Report to the board on student learning, achievement, and development. **S**
17. Maintain professional relationships with staff, administrators, the parent community and other community individuals, groups, and organizations. **S**
18. Hire, supervise, evaluate, and, if necessary, terminate the superintendent. **B**
19. Know and follow its own polices. **B**
20. Share information openly. **B/S** ■



Anderson, Jennifer	New	Girls Tennis Coach	MS	Seasonal	BEA - Schedule C	Ellie Tobako	8/19/19	\$2,240 Per Season
Anderson, Suzie	New	Camp Opportunity Lead Staff	PS	3 Hrs Per Day	Camp Opportunity	n/a	8/15/19	\$15.11 Per Hr
Anderson, Suzie	New	Freeplay Supervisor	PS	3 Hrs Per Day	Multi-Unit	Mary Good	9/5/19	\$16.41 Per Hr
Anderson, Suzie	Resignation	Server	PS	2 Hrs 40 Min Per Day	n/a	n/a	8/30/19	n/a
Battin, Jessica	New	Server	IS	2 Hrs 30 Min Per Day	n/a	G. Pedderson	8/21/19	\$13.75 Per Hr
Callaghan, Kathleen	New	Paraprofessional, MTSS Intervention	MS	4 Hrs Per Day	Multi-Unit	n/a	9/3/19	\$16.41 Per Hr
Chmielewski, Baleigh	Resignation	Paraprofessional	IS	6.5 Hrs Per Day	Multi-Unit	n/a	8/30/19	n/a
Cox, Thomas	New	Football Coach	MS	Seasonal	BEA - Schedule C	Jason Baune	8/26/19	\$2,240 Per Season
DeLaEspriella, Terissa	New	Camp Opportunity Lead Staff	PS/IS	5 Hrs Per Day	Camp Opportunity	n/a	8/12/19	\$15.11 Per Hr
Dosedel, Ian	New	JV Boys Soccer Coach	HS	Seasonal	BEA - Schedule C	Alex Nelson	8/12/19	\$3,363 Per Season
Doucette, Kirsten	Resignation	Safety Patrol	IS	1 Hr Per Day	Multi-Unit	n/a	8/30/19	n/a
Geiger, Sara	New (ReHire)	Paraprofessional	IS	6.5 Hrs Per Day	Multi-Unit	n/a	9/3/19	\$16.89 Per Hr
Gervasi, Heather	New	Asst. Principal Secretary	MS	5 Hrs Per Day	Multi-Unit	Tammy Woodard	8/26/19	\$16.89 Per Hr
Gervasi, Heather	New	Lunch Supervisor	HS	2 Hrs 15 Min Per Day	Multi-Unit	Cathy Stubbs	9/3/19	\$16.89 Per Hr
Gervasi, Heather	Resignation	Paraprofessional	ECFE	9.75 Hrs Per Week	Non-Union	n/a	8/15/19	n/a

Good, Mary	Resignation	Freeplay Supervisor	PS	3 Hrs Per Day	Multi-Unit	n/a	9/5/19	n/a
Gorecki, Austin	New	Art Teacher	MS	1 FTE	BEA	Tracy Hare	9/30/19	BA/Step 1 Pro-Rated
Hare, Tracy	Resignation	Art Teacher	MS	1 FTE	BEA	n/a	8/8/19	n/a
Hecimovich, Angela	Resignation	Paraprofessional	PS	6.5 Hrs Per Day	Multi-Unit	n/a	8/15/19	n/a
Hed, Brody	New	Outdoor Morning Supervisor	IS	25 Min Per Day	Multi-Unit	n/a	9/3/19	\$16.41 Per Hr
Hed, Brody	New	Playground Supervisor	IS	3 Hrs Per Day	Multi-Unit	n/a	9/3/19	\$16.41 Per Hr
Heimerl, Dayna	New (ReHire)	Paraprofessional	HS	6.5 Hrs Per Day	Multi-Unit	n/a	9/3/2019	\$16.89 Per Hr
Herrman, Karissa	New	Kindergarten Teacher	PS	1 FTE	BEA	Molly Kensy	8/26/19	BA30/Step 3: \$45,990
Hook Megan	New	Asst. Girls Swim Coach	HS	Seasonal	BEA - Schedule C	Joalah Boos	8/12/19	\$3,363 Per Season
Hoppe, Megan	New	9th Grade Volleyball Coach	HS	Seasonal	BEA - Schedule C	Megan Ramola	8/12/19	\$2,971 Per Season
Johnson, Lisa	New	Server	PS	2 Hrs 40 Min Per Day	Non-Union	Suzie Anderson	9/4/19	\$13.75 Per Hr
Johnson, Sondra	New (Transfer)	Health Paraprofessional	MS	7 Hrs Per Day	Multi-Unit	Nicole Schmidt	8/26/19	Use Current Wage
Kalinowski, Kayla	New	Paraprofessional	EC/SR	3.25 Hrs Per Day	Multi-Unit	Heather Gervasi	8/28/19	\$16.41 Per Hr
Kensy, Molly	Resignation	4th Grade Teacher	IS	1 FTE	BEA	n/a	8/26/19	n/a
Knick, Traci	New	Camp Opportunity Lead Staff	PS/IS	3.5 Hrs Per Day x 3 Days Per Week	Camp Opportunity	n/a	9/5/19	\$15.11 Per Hr

Kraus, Rick	New	Director of Bldgs & Grounds	DO	1 FTE	Individual	TJ Zerwas	8/29/19	\$76,500 Annually (Pro-Rated)
Larson, Barbara	New	Server	MS	2 Hrs 20 Min Per Day	Non-Union	Kelly Peterson	8/21/19	4
Larson, Sandra	New	Camp Opportunity Lead Staff	PS/IS	4 Hrs Per Day	Camp Opportunity	n/a	8/27/19	\$15.11 Per Hr
Laurence, Nathan	New	Paraprofessional	IS	4 Hrs 25 Min Per Day	Multi-Unit	n/a	8/29/19	\$16.41 Per Hr
Mapel, Suzanne	New	Bus Driver	Bus Garage	3.5 Hrs Per Day	Transportation	Jim Huhtala	8/15/2019	\$44.12 Per Route
Martell, Tina	New	Volleyball Coach	MS	Seasonal	BEA - Schedule C	Reyan Robinson	8/26/19	\$2,240 Per Season
McBride, Hannah	New (Additional Assignment)	Paraprofessional	IS	1.75 Hrs Per Day	Multi-Unit	n/a	8/29/19	Use Current Wage
McDonough, Joe	New (Additional Assignment)	Asst. Shop Mechanic	Bus Garage	2 Hrs Per Day	Transportation	n/a	8/1/2019	Use Current Wage
Oeding, Stephanie	New	Long Term Substitute	IS	1 FTE	N/A	Sarah Yager	8/26/19	BA15/Step 6: \$269.34 Per Day x 60.5 Days
Offerdahl, Denise	New (ReHire)	Paraprofessional	IS	6.5 Hrs Per Day	Multi-Unit	n/a	8/29/19	\$16.89 Per Hour
Peroddy, Gail	New	Yearbook Advisor	IS	Annual	BEA - Schedule C	Molly Kensy	9/5/19	\$2,240 Per Season
Pfingsten, Jason	New	Football Coach	MS	Seasonal	BEA - Schedule C	Todd Schuster	8/26/19	\$1,120 Per Season (Split Position w/ Josh Reckelberg)
Reckelberg, Josh	New	Football Coach	MS	Seasonal	BEA - Schedule C	Todd Schuster	8/26/19	\$1,120 Per Season (Split Position w/ Jason Pfingsten)
Reichle, Brett	New	Head Boys Lacrosse Coach	HS	Seasonal	BEA - Schedule C	Paul VanVoorhis	3/30/20	\$3,955 Per Season

Revier, Allison	New	Camp Opportunity Lead Staff	PS/IS	2.5 Hrs Per Day x 3 Days Per Week	Camp Opportunity	n/a	9/3/19	\$15.11 Per Hr
Robinson, Reyana	New	9th Grade Volleyball Coach	HS	Seasonal	BEA - Schedule C	Dawn Johnson	8/12/19	\$2,971 Per Season
Rusley, Betsy	New	Lunchroom Supervisor	PS	2 Hrs Per Day	Non-Union	Sandra Larson	9/5/19	\$13.75 Per Hr
Schwinn, Edeza	New (Transfer)	Server (Float)	MS	2 Hrs 20 Min Per Day	Multi-Unit	Lynnea Henry	9/3/19	\$16.41 Per Hr
Schwinn, Edeza	New	Server	PS	1 Hr 5 Min	Multi-Unit	Kelly Peterson	9/3/19	\$16.41 Per Hr
Semmer, Katherine	New	Bus Driver	Bus Garage	3.5 Hrs Per Day	Transportation	Bonnie Bobo	8/16/19	\$44.12 Per Route
Sinks, Cara	New	Volleyball Coach	MS	Seasonal	BEA - Schedule C	Angie Esler	8/26/19	\$2,240 Per Season
Spear, Jessica	New	Paraprofessional	IS	6.5 Hrs Per Day	Multi-Unit	n/a	9/4/19	\$16.41 Per Hr
Strom, Ben	New	JV Girls Soccer Coach	HS	Seasonal	BEA - Schedule C	Danielle Gau	8/12/19	\$3,363 Per Season
Strom, Isabelle	New	JV11 Girls Soccer Coach	HS	Seasonal	BEA - Schedule C	Kaila Lindsay	8/19/19	\$2,971 Per Season
Thompson, Christine	New	Server	HS	2 Hrs 25 Min Per Day	Non-Union	Megan Czanstkowski	9/3/19	\$13.75 Per Hr
Vyskocil, Brittany	New	Health Paraprofessional	HS	4 Hrs Per Day	Multi-Unit	Sonny Johnson	09/03/2019	\$16.41 Per Hr
Wells, Harry	New	Bus Driver	Bus Garage	3.5 Hrs Per Day	Transportation	Jessica Norlin	8/19/19	\$37.95 Per Route
Wells, Harry	Resignation	Van Driver	Bus Garage	n/a	Transportation	n/a	8/19/19	n/a
Wenzel, Abby	New	Student Council Advisor	HS	Annual	BEA - Schedule C	Jesse O'Neill	9/3/19	\$3,268 Annually

Woodard, Tami	Resignation	Administrative Assistant	MS	5 Hrs Per Day	Multi-Unit	n/a	8/17/19	n/a
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**GIFTS**

Donor Name	Description of Gift	Purpose of Gift
Becker Youth Sports Football Boosters	\$19,443.50	Uniforms
Coborns	\$328.62	Rollerblades for Wheels Week

**SET PUBLIC HEARING DATE: *December 2, 2019***

Motion by Mark Swanson, seconded by Jason Kindred, to **Approve Maximum Preliminary Payable 2020 Levy**, as presented. Motion carried unanimously.

Motion by Mark Swanson, seconded by Lori Molus to **Approve Resolution Appointing Election Judges**, as presented. Motion carried unanimously upon roll call vote.

Motion by Jason Kindred, seconded by Lori Molus, to **Approve the Following Policy Recommendations:**

- 419** Revised **Tobacco Free Environment**
- 603** Revised **Curriculum Development**
- 616** Revised **School District Accountability**
- 618** Revised **Assessment of Achievement**

Motion carried unanimously.

The board discussed a **Resolution Proposal for MSBA Delegate Assembly**. This will be discussed annually in August.

Superintendent Schmidt will present his **Proposed 19-20 Superintendent Goals** at the October school board meeting.

A **First Reading** was held on the following policy:

- 223** Revised **Strategic Goals**

A **Second Reading** will be held at the October school board meeting.

Motion by Jason Kindred, seconded by Mark Swanson to **Set a Special School Board Meeting for November 12<sup>th</sup>, 5:30 to Canvass Election Results**. Motion carried unanimously.

The meeting was **adjourned** at 7:22 p.m.

Aaron Jurek, Chair

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Mark Swanson, Clerk

Recorder: Angela Oswald

**BECKER PUBLIC SCHOOLS  
MONTHLY FINANCIAL REPORT  
September 2019**

**EXPENDITURES**

<b>Fund</b>	<b>2019-20 Budget</b>	<b>September 2019</b>	<b>2019-20 Year-to-Date</b>	<b>Remaining Budget</b>	<b>% Spent</b>
General	34,110,854	3,257,310	4,911,100	29,199,754	14.40%
Food Service	1,474,468	85,784	99,400	1,375,068	6.74%
Community Service	1,400,466	121,562	265,197	1,135,269	18.94%
Debt Service	3,428,903	-	342,751	3,086,152	10.00%
	<b>\$ 40,414,691</b>	<b>\$ 3,464,656</b>	<b>\$ 5,618,448</b>	<b>\$ 34,796,243</b>	<b>13.90%</b>

**October 2019 Personnel**

**I recommend approving the personnel items as presented (sorted by last name):**

<b>Name</b>	<b>Status</b>	<b>Job Title</b>	<b>Location</b>	<b>Hrs Per Day/FTE</b>	<b>Group</b>	<b>Replacing</b>	<b>Effective</b>	<b>Wage</b>
Aho, Matt	New	Co-Head Wrestling Coach	HS	Season	BEA - Schedule C	n/a	11/18/19	\$4,971 Season
Battin, Jessica	Resignation	Server	IS	2 Hours, 30 Minutes Per Day	NonUnion	n/a	10/7/19	n/a
Battin, Jessica	New Assignment Change	Freeplay Supervisor	IS	3 Hours Per day	MultiUnit	Sandra Jundt	10/8/19	\$16.41 Per Hour
Bernstrom, Patrick	New	Field House Supervisor	Field House	Varies	n/a	Mason Seeley	10/21/19	\$12.00 Per Hour
Berthiaume, Kelsey	Assignment Change	Paraprofessional	IS	6.5 Hours Per Day	MultiUnit	n/a	9/13/19	Use Current Wage
Bondhus, Melissa	New	Spanish Teacher	HS	.50 FTE	BEA	Melissa Baker	8/26/19	BA / Step 1 @ .5: \$20,380
Handeland, Kim	Assignment Change	Paraprofessional	IS	5 Hours Per Day	MultiUnit	Hannah McBride	10/7/19	Use Current Wage
Handeland, Kim	Assignment Change	Administrative Assistant	IS	1.25 Hours Per Day	MultiUnit	Hannah McBride	10/7/19	\$16.41 Per Hour
Handeland, Kim	Resignation	Paraprofessional	SR	3.25 Hours Per Day	MultiUnit	n/a	10/4/19	n/a
Handeland, Kim	New	Paraprofessional	SR	3.25 Hours Per Day	MultiUnit	Kelsey Berthiaume	9/23/19 - 10/4/19	Use Current Wage
Handeland, Kim	Resignation	Freeplay Supervisor	IS	3 Hours Per Day	MultiUnit	n/a	9/20/19	n/a
Hed, Brody	Resignation	Freeplay Supervisor	IS	3.25 Hours Per Day	MultiUnit	n/a	10/4/19	n/a
Hed, Brody	Assignment Change	Paraprofessional	IS	6.5 Hours Per Day	MultiUnit	n/a	10/7/2019	Use Current Wage
Herrman, Karissa	New	Softball Coach	MS	Season	BEA - Schedule C	Brianna Totzke	3/30/20	\$2,240 Per Season
Jarvi, Curt	New	Van Driver	Bus Garage	2 Routes Per Day	Transportation	Harry Wells	9/16/19	\$15.40 Per Hour
Johnson, Amy	New	Server	IS	2.5 Hours Per Day	NonUnion	Jessica Battin	10/14/19	\$13.75 Per Hour
Johnson, Lisa	Resignation	Server	PS	2 Hours, 40 Minutes Per Day	NonUnion	n/a	9/26/19	n/a
Jundt, Sandra	Resignation	Freeplay Supervisor	IS	3 Hours Per Day	MultiUnit	n/a	9/23/19	n/a
Keller, Desiree	Resignation	Van Paraprofessional, AM	Bus Garage	2 Hours Per Day	NonUnion	n/a	10/15/19	n/a
Kragerud, Randy	New	9th Grade Boys Basketball Coach	HS	Season	BEA - Schedule C	Marcus McGlothan	11/11/19	\$3,708 Season
Laurence, Nathan	Additional Assignment	Freeplay Supervisor	IS	2 Hours, 25 Minutes Per Day	MultiUnit	Kim Handeland	9/23/19	Use Current Wage
McBride, Hannah	Assignment Change	Administrative Assistant	IS	8 Hours Per Day	MultiUnit	Heidi Severson	10/2/19	Use Current Wage
Parrish, Stefani	End of Assignment	Server	HS	2 Hours, 25 Minutes Per Day	NonUnion	n/a	End of 18-19 School Year	n/a
Peterson, Kelly	Additional Assignment	Van Paraprofessional, PM	Bus Garage	1 Hour Per Day	NonUnion	n/a	9/9/2019	\$16.41 Per Hour
Pursley, Eileen	Resignation	Paraprofessional	HS	7.5 Hours Per Day	MultiUnit	n/a	10/25/19	n/a
Scheideman, Brent	New	9th Grade Football Coach	HS	Season	BEA - Schedule C	Paul Schmidt	2019-20 Season	\$2,971 per Season
Severson, Heidi	Resignation	Administrative Assistan	IS	8 Hours Per Day	MultiUnit	n/a	10/1/19	n/a
Smith, Michael	New	Assistant Principal	IS	1 FTE	Administrator	Joey Waters	9/26/19	\$103,724 Pro-Rated
Spears, Jessica	Additional Assignment	Safety Patrol	IS	1 Hour Per Day	MultiUnit	Kirsten Doucette	9/3/19	Use Current Wage

Spencer, Jennifer	New	Paraprofessional, Temporary	PS	6.5 Hours Per Day	NonUnion	n/a	9/16/19	\$14.00 Per Hour
St. Pierre, Charles	New	Custodian	HS	4 Hours Per Day	MultiUnit	Natalie Verwey	10/14/19	\$16.41 Per Hour
St. Pierre, Erika	New	Server	IS	2.5 Hours Per Day	NonUnion	Stephanie Parrish	9/16/19	\$13.75 Per Hour
Starry, Joni	Increase in Hours	Paraprofessional, Media	IS	1 Hour	MultiUnit	n/a	9/3/19	Use Current Wage
Tschida, Riley	New	School Nurse	PS	7 Hours Per Day	MultiUnit	Mary Weaver	9/11/19	\$17.38 Per Hour
VanVoorhis, JoDee	New (Increase in Hours)	Paraprofessional	MS	7 Hours Per Day (was 6.5)	MultiUnit	n/a	10/14/19	Use Current Wage
Verwey, Natalie	Resignation	Custodian	HS	4 Hours Per Day	MultiUnit	n/a	9/18/19	n/a
Villeneuve, Shari	New	Paraprofessional	ECSE	3.75 Hours Per Day x 3 Days Per Week	NonUnion	Kelsey Berthiaume	9/25/19	\$13.75 Per Hour
Zimmer, Jeff	New	Co-Head Wrestling Coach	HS	Season	BEA - Schedule C	n/a	11/18/19	\$4,971 Season

October 1, 2019

Policy 706 Acceptance of Gifts permits the school board to accept donations or gifts under the terms of the policy. I recommend accepting the gifts as described below.

Donor Name	Description of Gift	Purpose of Gift
Dylan's Hope Foundation	\$25,000.00	Mental Health Programs

2019-20 Fundraisers

Policy 511 Student Fundraising requires that "The superintendent shall report to the board, at least annually, on the fundraising activities approved pursuant to this policy." Each fundraising activity has completed the Fundraiser Record by the Advisor, Principal, and Superintendent. I recommend accepting the Annual Fundraising Report.

Date of Fundraiser	Type of Fundraiser	Fundraising Company
All Year	Coborns Labels for Learning	Coborns
All Year	Friday Fun Nights	n/a
All Year	Recycling	Northstar Metals
All Year	Old Uniform Sales	Dance Team
All Year	Concession Stands	Dance Team
All Year	Bingo/Meat Raffle	Clear Lake Lions/Brickyard
All Year	Scarves Sales	Ruffneck Scarves
All Year	Nike Store Sales	Lids
April 18-19, 2020	Volleyball Tournament	MN Sports Federation
August / September, 2019	"Ask" Fundraising Campaign	Affinity Funding Group / FanAngel
August, 2019	Bulldog Card Sales	Football Boosters Club
Fall, 2019	Walk-a-Thon	n/a
Fall, 2019	Pizza Sales	Heggies
Fall, 2019	Waiting Tables	Pizza Ranch, Monticello
Fall, 2019	Hat Sales	Love Your Melon
Fall, 2019	Chocolate Bar Sales	World's Finest Chocolates
Fall, 2019	Coffee Sales	River Moon Coffee
Fall, 2019 / Summer, 2020	Dance Camps	Dance Team/Community Ed
Fall, 2019 Home Varsity Games	Pork Chop Sales	Football Boosters Club
Fall, 2019 Home Varsity Games	Ticket Sales	Touchdown Club

Date of Fundraiser	Type of Fundraiser	Fundraising Company
Fall/Winter, 2019	Dance Show/Conference Meet	Dance Team
Jan / Feb, 2020	Tournaments	Becker Youth Basketball
July / August Annually	Donation Solicitations	Touchdown Club
March / April, 2020	"Ask" Fundraising Campaign	Affinity Funding Group / FanAngel
March, 2020	Chocolate Bar Sales	World's Finest Chocolates
November, 2019 / January, 2020	Pizza Sales	Heggies
October, 2019	Postcard Online Campaign	School Mall
October, 2019	Walk-a-Thon	n/a
October, 2019	Holiday Wreath Fundraiser	Sherwood Forest Farms
October, 2019	Thirty-One Sales	Thirty-One
October, 2019 / April, 2020	Book Fair	Scholastic
October/November, 2019	Middle School Fundraiser	TBD
Spring, 2020	Butterbraid Sales	Butterbraids & Co
Spring, 2020	Donation-based Community Giveback	Raisecraze
Summer, 2020	Dunk Tank	State of Fun
Summer, 2020	Brats & Chops Sale	McDonalds Meats
Summer, 2020	Meat Sale	McDonalds Meats
Summer, 2020	Food Sales	Chipotle
Summer/Fall, 2019	Local Sponsorships	Area Businesses
Winter, 2019	Bracelet Sales	Pure Vida
Winter, 2019/2020	Grocery Bagging	Cub Foods

the nature and scope of student request Form and has been approved

**How Proceeds Will Be Used**

PS Fund Annual Field Trip, New Equipment for Rollerblading/Skating

IS Field Trip Costs

IS Valleyfair Field Trip

Dance Team

Dance Team

Dance Team

Boys Soccer Equipment

Football Program

Softball Program

Boys/Girls Cross Country Program

Football Program

IS IXL Math Program, Flexible Seating, Field Trip Scholarships

Dance Team

Dance Team

Dance Team

Dance Team

Band Boosters Travel

Dance Team

Football Program

Football Program

How Proceeds Will Be Used
Dance Team
Girls Basketball Program
Football Program
Boys/Girls Track & Field Program
Band Boosters Travel
Robotics Program
PS Author Visit Fee
EC Playground Equipment
Choir NYC Trip
Gymanstics Equipment
Books, Technology for IS Media Ctr
MS Field Trips, Exploratory Opportunities, Play Equipment, Books
Dance Team
Girls Lacrosse Program
Dance Team
Dance Team
Boys Soccer Equipment
Boys Soccer Equipment
Dance Team
Dance Team
Dance Team

# FORM A

## MSHSL Foundation Application for Grant for Student Participation

**Mission Statement:** Founded in 2007, the Minnesota State High School League Foundation is a nonprofit association, serving both public and private schools, created to complement the Minnesota State High School League by providing support for Minnesota's high school youth to participate in athletics and fine arts. Minnesota State High School League Foundation's goals are to promote the growth of high school students through participation in valuable extra-curricular activities.

**Awarding of Grants:** The primary goal of the Foundation will be to award grants that assist, recognize, promote, and fund extra-curricular participation by high school students in athletic and fine arts programs. These grants will be awarded based upon gender balance, school size and geographic location to the extent possible.

The Minnesota State High School League Foundation Board of Directors has determined that the number of Free and reduced lunch students in grades 9-12 will be used for classification purposes. The MSHSL Foundation wants to encourage each school to seek students whose family income may be limited and encourage them to participate in athletic and fine arts programs in each school community and to recognize the role you play in this endeavor and to assist you in your continued efforts to engage more students.

Please complete the following steps as identified in the FORM A WORKSHEET found on the reverse side of this form.

1. List the number of free/reduced lunch students identified in your schools' **October 1, 2017** report to the Department of Education.

Grade 9: \_\_\_\_\_  
Grade 10: \_\_\_\_\_  
Grade 11: \_\_\_\_\_  
Grade 12: \_\_\_\_\_

TOTAL

2. Identify the total **UNDUPLICATED** number of free or reduced lunch students who participated in your schools' activity programs during the 2017-2018 school year.

**TOTAL UNDUPLICATED COUNT**

3. Attach an original MSHSL FOUNDATION RESOLUTION to this document and mail both items to:

MSHSL Foundation  
2100 Freeway Blvd.  
Brooklyn Center, MN 55430

OR  
Email both documents to [ljohnson@mshsl.org](mailto:ljohnson@mshsl.org)

4. All documentation **MUST** be submitted by email or postmarked **NO LATER** than November 1, 2018.

Name of School: \_\_\_\_\_ Federal Tax ID # \_\_\_\_\_

Street Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

\_\_\_\_\_  
Name of Person Completing this Form

\_\_\_\_\_  
Name of School Superintendent

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

# FORM A

## RESOLUTION OF SCHOOL BOARD SUPPORTING FORM A APPLICATION TO MINNESOTA STATE HIGH SCHOOL LEAGUE FOUNDATION

WHEREAS, the Minnesota State High School League Foundation was formed to provide support for Minnesota's high school youth to participate in athletics and fine arts;

WHEREAS, the District \_\_\_\_\_ School Board recognizes the value of students participation in extracurricular activities; and

WHEREAS, the MSHSL Foundation is offering grants and funding to assist school district in recognizing, promoting and funding extracurricular participation by high school students in athletic and fine arts programs.

THEREFORE, BE IT RESOLVED, that the \_\_\_\_\_ School Board supports the District's application to the Minnesota State High School League Foundation for a FORM A grant to offset student activity fees.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Chair

\_\_\_\_\_  
Date

\_\_\_\_\_  
Board Clerk - Treasurer

**Application for Cooperative Sponsorship**

Deadline: Not later than the first day of practice for that sport season.

The governing boards of each participating school must jointly make application for cooperative sponsorship.

On behalf of the following schools, we hereby apply for cooperative sponsorship of Girls Hockey beginning with the 2019 - 2020 school year.  
(activity/ies) (if applicable, indicate boys/girls')

List ALL schools included in the cooperative sponsorship. Attach another sheet if necessary.

	School	Enrollment (10-12)*	City	Administrative Region**	Competitive Section**
High School #1:	Princeton	687	Princeton	7AA	7AA
High School #2:	Becker	690	Becker	8AA	7AA
High School #3:	Big Lake	666	Big Lake	7AA	7AA
High School #4:	Spectrum	290	Elk River	5A	5A

\*Enrollment reported to the State of Minnesota on October 1 of the previous school year.

\*\*Current (Number and Class)

- Do any of the above schools belong to a conference in this activity?  
 Yes -- This application must include a review and comments from the conference(s) of which the schools are members.  
 No
- Do any of the above schools currently have a cooperative agreement in this activity?  
 Yes -- An application for dissolution must be submitted for the existing agreement.  
 No

3. Describe the conditions which have prompted your request to co-sponsor this activity (see model resolution at [www.mshsl.org/About MSHSL/Membership Information: A History & Model Resolution for School Boards](http://www.mshsl.org/About_MSHSL/Membership_Information:_A_History_&_Model_Resolution_for_School_Boards)).

4. List the number of students, by grade level, who participated in this activity during the previous year. *Spectrum is looking for a place for their kids to play hockey. They currently sponsor the program last year, indicate the number of students expected to participate in this cooperatively-sponsored activity this year if approved.* *if the school did not have*

	7th	8th	9th	10th	11th	12th
High School #1	0	4	5	6	6	6
High School #2	0	0	0	0	1	0
High School #3	0	1	0	2	0	1
High School #4	0(2)	1	0	0	0	0

5. Team Identification: (Indicate how cooped schools should be identified in tournament programs):

Princeton - Becker - Biglake - Spectrum Tigers

6. Host School (school that will receive revenue share check):

Princeton

Board of Education (or designee)	School	Date
Signed _____	_____	_____
Signed _____	_____	_____
Signed _____	_____	_____
Signed _____	_____	_____

Official Action of the MSHSL Board of Directors

Approved  Not Approved

Signature: \_\_\_\_\_  
 MSHSL Executive Director

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

Our co-ops trying to grow to compete in 7AA.

**COOPERATIVE SPONSORSHIP OF ACTIVITIES**

*(11/4/82 - Revised 4/1989; 4/1999)*

**A HISTORY AND A MODEL RESOLUTION FOR SCHOOL BOARDS**

There has been a great interest expressed in the concept of two or more schools sharing teams in athletic and fine arts activities. Districts faced with declining enrollments or tightening budgets have seen this as a tool which, in many instances, could allow them to continue to provide opportunities in many diverse areas to as great a number of students as possible.

In 1980, in response to this interest and perceived need, the Minnesota State High School League amended its General Rules to allow the governing boards of member schools to apply to the MSHSL Board of Directors for approval to provide combined high school programs.

The resolution and agreement which follow have been developed by the staffs and legal counsel of the respective organizations. The Board of Directors of the MSBA and of the MSHSL have approved the documents and submit them as a recommendation for your consideration. Both organizations recognize that many items must be negotiated before the agreement is complete. It is suggested that the format and content of this model agreement be closely followed to provide maximum protection to each party. There is still room, however, to tailor it to the individual needs and desires of the participating schools.

In addition, the following should be noted in regard to the model agreement:

1. The model agreement is drafted to cover cooperative sponsorship of teams from only two schools. League rules allow cooperative sponsorship by two or more member schools. The model will need to be revised if more than two schools are to be included.
2. The model is drafted as an agreement between the school boards of two independent school districts. Since cooperation is allowed between MSHSL member schools, it is possible that two high schools in one school district or a school district and a non-public school, a home school or a charter school would wish to sponsor a combined program. The model will need to be revised slightly in those instances.
3. The cooperative sponsorship must be for a minimum of two years and shall be continuous following the first two years unless an application for dissolution is submitted to the Board of Directors.
4. A separate joint agreement should be prepared and adopted for each activity which is to be cooperatively sponsored. Each agreement should show cost allocations for that activity.
5. The boards must make determinations and specify in the agreement items such as the allocation of various costs and revenues between the parties; who will be the employer of the various combined program personnel; the duration of the agreement; and the proper levels of insurance coverage.
6. If any one of the cooperating schools is a Class "AA" school, the cooperatively sponsored team will be in Class "AA." If two or more Class "A" schools are included in the cooperative sponsorship and the total enrollment of the combined schools would exceed 500 students, the cooperative sponsorship will be classified as Class "AA."
7. The agreement only covers MSHSL-sponsored high school activities. If elementary or junior high school or other non-sponsored activities are to be covered, a joint powers agreement should be utilized. That joint powers agreement could, however, incorporate many of the concepts and features in this proposed agreement.
8. The proposed liability insurance coverages listed are the minimum amounts required by statute. Higher levels of coverage are recommended.

*If you have any questions, we would suggest that you contact the office of the Minnesota State High School League (763-560-2262) or the Minnesota School Boards Association (507-934-2450 or 612-333-8577 Metro or 1-800-324-4459 MN Only).*

**Refer to Bylaw 403.00 Cooperative Sponsorship of MSHSL Activities**

Member \_\_\_\_\_ introduced the following resolution and moved its adoption:

**RESOLUTION APPROVING COOPERATIVE SPONSORSHIP AGREEMENT**

WHEREAS, a proposed Agreement has been negotiated and drafted regarding the cooperative sponsorship of a joint high school Hockey, Girls program.

WHEREAS, a copy of the proposed draft is attached and incorporated by reference.

NOW, THEREFORE, BE IT RESOLVED by the School Board of Independent School District No. 477, as follows:

1. That the attached Cooperative Sponsorship Agreement be and hereby is approved;
2. That the Chairman and Clerk are hereby authorized to execute the attached Cooperative Sponsorship Agreement and to make the required application to the Board of Directors of the Minnesota State High School League; and
- \*3. That this resolution shall be effective only upon the adoption of a similar resolution by the Governing Board or School Board of the cooperating school or school district.

The motion for the adoption of the foregoing resolution was duly seconded by Member \_\_\_\_\_ and upon vote being taken thereon, the following voted in favor thereof:

and the following voted against the same:

whereupon said resolution was declared duly passed and adopted.

\*Note: not necessary if combined program involving two high schools in the same school district.

**AGREEMENT FOR COOPERATIVE SPONSORSHIP OF**

Hockey, Girls

(Activity)

This Agreement is made between the School Boards of Independent School District No. 477 + 727 Big Lake  
Princeton Public Schools Minnesota and Independent School District No. 726 + 4160, Spectrum  
Becker, Minnesota. The parties agree as follows:

1. Joint Application. The above-named governing boards shall jointly make an application to the Minnesota State High School League (MSHSL) Board of Directors not later than the first day of practice for that sport season to be considered for that sport season for approval for cooperative sponsorship of a joint high school Hockey, girls activity program, hereinafter "combined program", for students attending Princeton High School and Becker, Big Lake and Spectrum High School for school years 2019 - 2021.

2. Purpose. The purposes for the above-named boards agreeing to apply for authority to cooperatively sponsor the combined program are as follows: (Specify conditions which have prompted the Boards to agree.)

- A. Provide an opportunity for kids to play hockey.
- B. Attempt to increase the number of players in this program to support full JV and Varsity Teams.
- C. Compete at the AA Level in post season tournaments.
- D.
- Etc.

3. Agreement to Cooperate. If the joint application is approved by the MSHSL Board of Directors, the above-named governing boards agree that they will cooperatively sponsor any such combined program which may be offered in any school years specified; provided that nothing in this provision shall be deemed to require that the governing boards offer that combined program at all in any particular year.

4. Terms and Conditions of Cooperative Sponsorship. Any combined program shall be cooperatively sponsored upon the following terms and conditions:

A. Team Name. The team shall be known as the Tigers with Independent School District No. 477 serving as host school district. (The official school identification in tournament programs and press releases for cooperatively sponsored teams will be listed as indicated on the cooperative sponsorship resolutions submitted by the schools. Following the team name, and set off by parentheses, will be the names of the member schools involved in such cooperative sponsorships; i.e., "Brainerd Warriors" (Brainerd/Pillager); "Winona Winhawks" (Winona/Winona Cotter, etc.)

B. Contracts. Except as otherwise provided herein, contracts related to the cooperatively sponsored team with groups such as referee associations, with individuals or with other schools or school districts shall be made by the governing board of Independent School District No. 477 after consultation with the governing board of the cooperating school district.

C. Allocation of Costs. All costs of the combined program shall be allocated between the parties in the manner indicated below for each expenditure category listed:

- (1) Expenses for transportation, including daily transportation of participants to and from practice sessions and contests. (Specify method of allocation.) participants provide their own transportation to the rink.
- (2) Expenses for transportation to "away matches." (Specify method of allocation.) Host school
- (3) Expenses for spectator buses. (Specify method of allocation.) participant/spectator pays fee
- (4) Expenses for facilities, lights, heating, showers, towels, laundry, etc. of the host school, including maintenance of practice and competitive facilities. (Specify method of allocation.) Host school Lease w/arena
- (5) Expenses for banquets and awards. (Specify method of allocation.) Booster club and host school
- (6) Expenses for scouting, coaches meetings, and workshops. (Specify method of allocation.) Host school
- (7) Expenses for payment of referees and other personnel necessary to stage the event. (Specify method of allocation.) Host school
- (8) Expenses for purchasing of supplies and equipment. (Specify method of allocation.) Host school
- (9) Expenses for salary and fringe benefit costs for coaches and other activity personnel. (Specify method of allocation.) Host school
- (10) Other expenses. (Specify expense item and allocation.) Host school / Booster club

In the event that the allocation of an expenditure item is not specified above, the costs of that item shall be shared EQUALLY between the cooperating parties.

D. Allocation of Gate Receipts. Funds from gate receipts shall be divided by the parties after payment of referees and other personnel in the following manner. (Specify method of allocation.) Arena keeps all gate receipts per lease.

In the event the gate receipts are insufficient to make the payments, the parties shall make up the difference in the following manner. (Specify method of allocation.) N/A

E. Concessions. The provision of concessions at home matches shall be the responsibility of the home location school and concession revenues shall not be covered by the provisions of this agreement unless the parties specifically agree to the contrary herein.

F. Utilization of Resources. Personnel in charge of the program shall make every attempt to utilize the resources of each of the cooperating schools, such as equipment and uniforms.

G. Employment of Personnel.

- (1) The head coach of the combined program shall be employed by the school board of Independent School District No. 477.

(2) Other joint program personnel, if any, shall be employed as follows:

Position Employer

- a. *Staff hiring supervision conducted by Princeton High School Activities Director/Assistant Principal.*
- b.
- c.
- etc.

(3) Recommendations for employment of personnel by each board shall be in accordance with that board's policies.

(4) Coaches and other personnel employed by a school district shall meet applicable state licensure requirements, if any. Coaches and other personnel employed by a non-public school shall meet the requirements prescribed by the non-public school's governing board and accrediting organization.

(5) In the event a licensed head coach is required for an activity and is not available, this agreement shall be terminated, unless the parties have secured a waiver of this regulation from the State Department of Education.

H. Control and Supervision of Programs and Participants. The control and supervision of a combined program and of the behavior of student participants which relates to their participation in the program shall be the responsibility of the host school district.

The control and supervision of student participants while in transport to and from the host school district shall be the responsibility of the home school district.

5. Interdistrict Advisory Board. An Interdistrict Advisory Board may be formed from members of the schools to work on the improvement of the various co-sponsored programs.

6. Resolution of Disputes. Any disputes relating to this agreement or items in this agreement requiring clarification will be investigated by the school superintendents from each school and they will present their findings and recommendations to their respective boards.

7. Term: Dissolution. The term of this agreement shall be for school years 19-20 and 20-21. The agreement shall be continuous following the first two-year agreement unless an application for dissolution is submitted. Requests to dissolve cooperative sponsorships of activities must be submitted to the MSHSL anytime prior to the first day of practice for that sport season to be considered for the following year. If the early dissolution of the agreement is not approved, the combined program must be offered cooperatively or not at all during the remaining term of the agreement.

8. Liability; Insurance. Nothing contained in this agreement shall relieve any party to this agreement from liability for its negligence or that of its officers, agents and employees. Each party shall carry liability insurance in the amount of \$\_\_\_\_\_ (not less than a minimum of \$100,000, as required by law, but a larger amount is suggested) for any claimant and \$\_\_\_\_\_ (not less than a minimum of \$300,000, as required by law, but a larger amount is suggested) for any number of claims arising out of a single occurrence. The policy shall name the officers, agents and employees of the other party as named insureds. Each party shall provide the other party with a certificate evidencing such insurance coverage.

IN WITNESS WHEREOF, the Parties, by their respective officers on the dates indicated, have executed said agreement.

INDEPENDENT SCHOOL DISTRICT No. \_\_\_\_\_

\_\_\_\_\_, Minnesota

By Chairman:

By Clerk:

Date:

INDEPENDENT SCHOOL DISTRICT No. \_\_\_\_\_

\_\_\_\_\_, Minnesota

By Chairman:

By Clerk:

Date:

INDEPENDENT SCHOOL DISTRICT No. \_\_\_\_\_

\_\_\_\_\_, Minnesota

By Chairman:

By Clerk:

Date:

INDEPENDENT SCHOOL DISTRICT No. \_\_\_\_\_

\_\_\_\_\_, Minnesota

By Chairman:

By Clerk:

Date:

*This agreement form was prepared and approved by the Minnesota School Boards Association and the Minnesota State High School League. (1982)*

Rev. 2/18/99

**Application for Cooperative Sponsorship and Application for Dissolution of Cooperative Sponsorship**

Adopted: December 5, 2012

Revised: December 4, 2017

## **223 STRATEGIC GOALS**

### **I. PURPOSE**

This policy establishes the school district vision, student exit outcomes, school district exit outcomes, and school board annual strategic goals.

### **II. SCHOOL DISTRICT VISION**

The vision of the Becker School District is: preparing self-directed learners to thrive in a changing global community.

### **III. STUDENT EXIT OUTCOMES**

- A. Students will become self-directed learners, self-disciplined, and autonomous workers, while being critical thinkers with a drive for innovation and problem solving.
- B. Students will demonstrate proficiency of core academic standards by meeting or exceeding developmentally appropriate benchmarks for academic competency.
- C. Students will have the opportunity to pursue expertise in areas of personal academic or career interest.
- D. Students will effectively collaborate and communicate using an array of media.
- E. Students will demonstrate the ability to effectively apply life skills.
- F. Students will effectively use technology to function in a knowledge economy.

### **IV. DISTRICT EXIT OUTCOMES**

- A. The district will properly maintain up-to-date school environments where students are physically and emotionally safe and secure.
- B. The district will maintain the financial integrity of the school district.

### **V. STRATEGIC GOALS**

Strategic goals are established for the 2019-20 school year to realize selected exit outcomes. The superintendent is responsible for the administrative means to accomplish the strategic goals.

- A. Exit Outcome: Students will demonstrate proficiency of core academic standards.
  - 1. Goal: Grades 1-8, 10 and 11 will increase achievement by a positive Z Score in reading and math comparing the actual to expected growth as determined by testing in the Fall of 2019

for NWEA to the Spring of 2020 and Spring of 2019 to Spring of 2020 for MCA.

*Preliminary Z Scores available in May of 2020 from NWEA and August of 2020 from MCA tests.*

- B. Maintain up-to-date school environments, where students are physically and emotionally safe and secure.
  - 1. Goal: Develop a long-term facilities plan, which considers student enrollment projections and bond debt levies.

*The superintendent will submit a plan to the school board no later than June 30, 2020.*

Legal References: Minn. Stat. 123B.09

*Adopted: May 3, 2004*

*Revised: July 3, 2017*

## **414 MANDATED REPORTING OF CHILD NEGLECT OR PHYSICAL OR SEXUAL ABUSE**

### **I. PURPOSE**

The purpose of this policy is to make clear the statutory requirements of school personnel to report suspected child neglect or physical or sexual abuse.

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

- A. The policy of the school district is to fully comply with Minn. Stat. § 626.556 requiring school personnel to report suspected child neglect or physical or sexual abuse.
- B. A violation of this policy occurs when any school personnel fails to immediately report instances of child neglect or physical or sexual abuse when the school personnel knows or has reason to believe a child is being neglected or physically or sexually abused or has been neglected or physically or sexually abused within the preceding three years.

### **III. DEFINITIONS**

- A. “Accidental” means a sudden, not reasonably foreseeable, and unexpected occurrence or event which:
  - 1. is not likely to occur and could not have been prevented by exercise of due care; and
  - 2. if occurring while a child is receiving services from a facility, happens when the facility and the employee or person providing services in the facility are in compliance with the laws and rules relevant to the occurrence of event.
- B. “Child” means one under age 18 and, for purposes of Minn. Stat. Ch. 260C (Child Protection) and Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment), includes an individual under age 21 who is in foster care pursuant to Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18).
- C. “Immediately” means as soon as possible but in no event longer than 24 hours.
- D. “Mandated reporter” means any school personnel who knows or has reason to

believe a child is being neglected or physically or sexually abused, or has been neglected or physically or sexually abused within the preceding three years.

- E. “Neglect” means the commission or omission of any of the acts specified below, other than by accidental means:
1. failure by a person responsible for a child’s care to supply a child with necessary food, clothing, shelter, health care, medical care, or other care required for the child’s physical or mental health when reasonably able to do so, including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a physician and is due to parental neglect;
  2. failure to protect a child from conditions or actions that seriously endanger the child’s physical or mental health when reasonably able to do so;
  3. failure to provide for necessary supervision or child care arrangements appropriate for a child after considering factors such as the child’s age, mental ability, physical condition, length of absence, or environment, when the child is unable to care for his or her own basic needs or safety or the basic needs or safety of another child in his or her care;
  4. failure to ensure that a child is educated in accordance with state law, which does not include a parent’s refusal to provide his or her child with sympathomimetic medications;
  5. prenatal exposure to a controlled substance used by the mother for a nonmedical purpose, as evidenced by withdrawal symptoms in the child at birth, results of a toxicology test performed on the mother at delivery or the child’s birth, or medical effects or developmental delays during the child’s first year of life that medically indicate prenatal exposure to a controlled substance or the presence of a fetal alcohol spectrum disorder;
  6. medical neglect as defined by Minn. Stat. § 260C.007, Subd. 6, Clause (5);
  7. chronic and severe use of alcohol or a controlled substance by a parent or person responsible for the care of the child that adversely affects the child’s basic needs and safety; or
  8. emotional harm from a pattern of behavior which contributes to impaired emotional functioning of the child which may be demonstrated by a substantial and observable effect in the child’s behavior, emotional response, or cognition that is not within the normal range for the child’s age and stage of development, with due regard to the child’s culture.

Neglect does not include spiritual means or prayer for treatment or care of disease

where the person responsible for the child's care in good faith has selected and depended on those means for treatment or care of disease, except where the lack of medical care may cause serious danger to the child's health.

- F. "Nonmaltreatment mistake" means: (1) at the time of the incident, the individual was performing duties identified in the center's child care program plan required under Minn. Rules Part 9503.0045; (2) the individual has not been determined responsible for a similar incident that resulted in a finding of maltreatment for at least seven years; (3) the individual has not been determined to have committed a similar nonmaltreatment mistake under this paragraph for at least four years; (4) any injury to a child resulting from the incident, if treated, is treated only with remedies that are available over the counter, whether ordered by a medical professional or not; and (5) except for the period when the incident occurred, the facility and the individual providing services were both in compliance with all licensing requirements relevant to the incident. This definition only applies to child care centers licensed under Minn. Rules Ch. 9503.
- G. "Physical abuse" means any physical injury, mental injury, or threatened injury, inflicted by a person responsible for the child's care other than by accidental means; or any physical or mental injury that cannot reasonably be explained by the child's history of injuries or any aversive or deprivation procedures, or regulated interventions, that have not been authorized by Minn. Stat. § 125A.0942 or § 245.825.

Abuse does not include reasonable and moderate physical discipline of a child administered by a parent or legal guardian which does not result in an injury. Abuse does not include the use of reasonable force by a teacher, principal, or school employee as allowed by Minn. Stat. § 121A.582.

Actions which are not reasonable and moderate include, but are not limited to, any of the following: (1) throwing, kicking, burning, biting, or cutting a child; (2) striking a child with a closed fist; (3) shaking a child under age three; (4) striking or other actions which result in any nonaccidental injury to a child under 18 months of age; (5) unreasonable interference with a child's breathing; (6) threatening a child with a weapon, as defined in Minn. Stat. § 609.02, Subd. 6; (7) striking a child under age one on the face or head; (8) striking a child who is at least age one but under age four on the face or head, which results in an injury; (9) purposely giving a child poison, alcohol, or dangerous, harmful, or controlled substances which were not prescribed for the child by a practitioner, in order to control or punish the child, or giving the child other substances that substantially affect the child's behavior, motor coordination, or judgment or that result in sickness or internal injury, or subject the child to medical procedures that would be unnecessary if the child were not exposed to the substances; (10) unreasonable physical confinement or restraint not permitted under Minn. Stat. § 609.379 including, but not limited to, tying, caging, or chaining; or (11) in a school facility or school zone, an act by a person responsible for the child's care that is a

violation under Minn. Stat. § 121A.58.

- H. “Report” means any communication received by the local welfare agency, police department, county sheriff, or agency responsible for child protection pursuant to this section that describes neglect or physical or sexual abuse of a child and contains sufficient content to identify the child and any person believed to be responsible for the neglect or abuse, if known.
- I. “School personnel” means professional employee or professional’s delegate of the school district who provides health, educational, social, psychological, law enforcement, or child care services.
- J. “Sexual abuse” means the subjection of a child by a person responsible for the child’s care, by a person who has a significant relationship to the child (as defined in Minn. Stat. § 609.341, Subd. 15), or by a person in a **current or recent** position of authority (as defined in Minn. Stat. § 609.341, Subd. 10) to any act which constitutes a violation of Minnesota statutes prohibiting criminal sexual conduct. Such acts include sexual penetration, sexual contact, **solicitation of children to engage in sexual conduct, and communication of sexually explicit materials to children**. Sexual abuse also includes any act involving a minor which constitutes a violation of Minnesota statutes prohibiting prostitution or use of a minor in a sexual performance. Sexual abuse includes all reports of known or suspected child sex trafficking involving a child who is identified as a victim of sex trafficking. Sexual abuse includes threatened sexual abuse which includes the status of a parent or household member who has committed a violation which requires registration under Minn. Stat. § 243.166, Subd. 1b(a) or (b) (Registration of Predatory Offenders).
- K. “Mental injury” means an injury to the psychological capacity or emotional stability of a child as evidenced by an observable or substantial impairment in the child’s ability to function within a normal range of performance and behavior with due regard to the child’s culture.
- L. “Person responsible for the child’s care” means (1) an individual functioning within the family unit and having responsibilities for the care of the child such as a parent, guardian, or other person having similar care responsibilities, or (2) an individual functioning outside the family unit and having responsibilities for the care of the child such as a teacher, school administrator, other school employees or agents, or other lawful custodian of a child having either full-time or short-term care responsibilities including, but not limited to, day care, babysitting whether paid or unpaid, counseling, teaching, and coaching.
- M. “Threatened injury” means a statement, overt act, condition, or status that represents a substantial risk of physical or sexual abuse or mental injury. Threatened injury includes, but is not limited to, exposing a child to a person responsible for the child’s care who has subjected the child to, or failed to protect

a child from, egregious harm, or a person whose parental rights were involuntarily terminated, been found palpably unfit, or one from whom legal and physical custody of a child has been involuntarily transferred to another.

#### **IV. REPORTING PROCEDURES**

- A. A mandated reporter as defined herein shall immediately report the neglect or physical or sexual abuse, which he or she knows or has reason to believe is happening or has happened within the preceding three years, to the local welfare agency, police department, county sheriff, tribal social services, or tribal police department. The reporter will include his or her name and address in the report.
- B. If the immediate report has been made orally, by telephone or otherwise, the oral report shall be followed by a written report within 72 hours (exclusive of weekends and holidays) to the appropriate police department, the county sheriff, local welfare agency, or agency responsible for assisting or investigating maltreatment. The written report shall identify the child, any person believed to be responsible for the abuse or neglect of the child if the person is known, the nature and extent of the abuse or neglect and the name and address of the reporter.
- C. Regardless of whether a report is made, as soon as practicable after a school receives information regarding an incident that may constitute maltreatment of a child in a school facility, the school shall inform the parent, legal guardian, or custodian of the child that an incident has occurred that may constitute maltreatment of the child, when the incident occurred, and the nature of the conduct that may constitute maltreatment.
- D. A mandated reporter who knows or has reason to know of the deprivation of parental rights or the kidnapping of a child shall report the information to the local police department or the county sheriff.
- E. With the exception of a health care professional or a social service professional who is providing the woman with prenatal care or other health care services, a mandated reporter shall immediately report to the local welfare agency if the person knows or has reason to believe that a woman is pregnant and has used a controlled substance for a nonmedical purpose during the pregnancy, including, but not limited to, tetrahydrocannabinol, or has consumed alcoholic beverages during the pregnancy in any way that is habitual or excessive.
- F. A person mandated by Minnesota law and this policy to report who fails to report may be subject to criminal penalties and/or discipline, up to and including termination of employment.
- G. Submission of a good faith report under Minnesota law and this policy will not adversely affect the reporter's employment, or the child's access to school.

- H. Any person who knowingly or recklessly makes a false report under the provisions of applicable Minnesota law or this policy shall be liable in a civil suit for any actual damages suffered by the person or persons so reported and for any punitive damages set by the court or jury, and the reckless making of a false report may result in discipline. The court may also award attorney's fees.

## V. INVESTIGATION

- A. The responsibility for investigating reports of suspected neglect or physical or sexual abuse rests with the appropriate county, state, or local agency or agencies. The agency responsible for assessing or investigating reports of child maltreatment has the authority to interview the child, the person or persons responsible for the child's care, the alleged perpetrator, and any other person with knowledge of the abuse or neglect for the purpose of gathering the facts, assessing safety and risk to the child, and formulating a plan. The investigating agency may interview the child at school. The interview may take place outside the presence of a school official. The investigating agency, not the school, is responsible for either notifying or withholding notification of the interview to the parent, guardian or person responsible for the child's care. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notification or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation or assessment has been concluded.
- B. When the investigating agency determines that an interview should take place on school property, written notification of intent to interview the child on school property will be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct an interview on school property.
- C. Except where the alleged perpetrator is believed to be a school official or employee, the time and place, and manner of the interview on school premises shall be within the discretion of school officials, but the local welfare or law enforcement agency shall have the exclusive authority to determine who may attend the interview. The conditions as to time, place, and manner of the interview set by the school officials shall be reasonable and the interview shall be conducted not more than 24 hours after the receipt of the notification unless another time is considered necessary by agreement between the school officials and the local welfare or law enforcement agency. Every effort must be made to reduce the disruption of the educational program of the child, other students, or school employees when an interview is conducted on school premises.
- D. Where the alleged perpetrator is believed to be a school official or employee, the school district shall conduct its own investigation independent of MDE and, if involved, the local welfare or law enforcement agency.

- E. Upon request by MDE, the school district shall provide all requested data that are relevant to a report of maltreatment and are in the possession of a school facility, pursuant to an assessment or investigation of a maltreatment report of a student in school. The school district shall provide the requested data in accordance with the requirements of the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, and the Family Educational Rights and Privacy Act, 20 U.S.C. § 1232g.

## **VI. MAINTENANCE OF SCHOOL RECORDS CONCERNING ABUSE OR POTENTIAL ABUSE**

- A. When a local welfare or local law enforcement agency determines that a potentially abused or abused child should be interviewed on school property, written notification of the agency's intent to interview on school property must be received by school officials prior to the interview. The notification shall include the name of the child to be interviewed, the purpose of the interview, and a reference to the statutory authority to conduct the interview. The notification shall be private data. School officials may not disclose to the parent, legal custodian, or guardian the contents of the notice or any other related information regarding the interview until notified in writing by the local welfare or law enforcement agency that the investigation has been concluded.
- B. All records regarding a report of maltreatment, including any notification of intent to interview which was received by the school as described above in Paragraph A., shall be destroyed by the school only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

## **VII. PHYSICAL OR SEXUAL ABUSE AS SEXUAL HARASSMENT OR VIOLENCE**

Under certain circumstances, alleged physical or sexual abuse may also be sexual harassment or violence under Minnesota law. If so, the duties relating to the reporting and investigation of such harassment or violence may be applicable.

## **VIII. DISSEMINATION OF POLICY AND TRAINING**

- A. This policy shall appear in school personnel handbooks.
- B. The school district will develop a method of discussing this policy with school personnel.
- C. This policy shall be reviewed at least annually for compliance with state law.

**Legal References:** Minn. Stat. Ch. 13 (Minnesota Government Data Practices Act)  
Minn. Stat. § 121A.58 (Corporal Punishment)  
Minn. Stat. § 121A.582 (Student Discipline; Reasonable Force)

Minn. Stat. § 125A.0942 (Standards for Restrictive Procedures)  
Minn. Stat. § 243.166, Subd. 1b(a)(b) (Registration of Predatory Offenders)  
Minn. Stat. § 245.825 (Use of Aversive or Deprivation Procedures)  
Minn. Stat. § 260C.007, Subd. 6, Clause (5) (Child in Need of Protection)  
Minn. Stat. § 260C.451 (Foster Care Benefits Past Age 18)  
Minn. Stat. Ch. 260D (Child in Voluntary Foster Care for Treatment)  
Minn. Stat. § 609.02, Subd. 6 (Definitions – Dangerous Weapon)  
Minn. Stat. § 609.341, Subd. 10 (Definitions – Position of Authority)  
Minn. Stat. § 609.341, Subd. 15 (Definitions – Significant Relationship)  
Minn. Stat. § 609.379 (Reasonable Force)  
Minn. Stat. § 626.556 *et seq.* (Reporting of Maltreatment of Minors)  
Minn. Stat. § 626.5561 (Reporting of Prenatal Exposure to Controlled Substances)  
20 U.S.C. § 1232g (Family Educational Rights and Privacy Act)

***Cross References:*** Policy 415 (Mandated Reporting of Maltreatment of Vulnerable Adults)

*Adopted:* June 21, 2004

*Revised:* September 11, 2017

## **524 INTERNET ACCEPTABLE USE AND SAFETY POLICY**

### **I. PURPOSE**

The purpose of this policy is to set forth policies and guidelines for access to the school district computer system and acceptable and safe use of the Internet, including electronic communications.

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

In making decisions regarding student and employee access to the school district computer system and the Internet, including electronic communications, the school district considers its own stated educational mission, goals, and objectives. Electronic information research skills are now fundamental to preparation of citizens and future employees. Access to the school district computer system and to the Internet enables students and employees to explore thousands of libraries, databases, bulletin boards, and other resources while exchanging messages with people around the world. The school district expects that faculty will blend thoughtful use of the school district computer system and the Internet throughout the curriculum and will provide guidance and instruction to students in their use.

### **III. LIMITED EDUCATIONAL PURPOSE**

The school district is providing students and employees with access to the school district computer system, which includes Internet access and devices. The purpose of the system is more specific than providing students and employees with general access to the Internet. The school district system has a limited educational purpose, which includes use of the system for classroom activities, educational research, and professional or career development activities. Users are expected to use Internet access through the district system to further educational and personal goals consistent with the mission of the school district and school policies. Uses which might be acceptable on a user's private personal account on another system may not be acceptable on this limited-purpose network.

### **IV. USE OF THE SYSTEM AS A PRIVILEGE**

The use of the school district system and access to use of the Internet is a privilege, not a right. Depending on the nature and degree of the violation and the number of previous violations, unacceptable use of the school district system or the Internet may result in one or more of the following consequences: suspension or cancellation of use or access privileges; payments for damages and repairs; discipline under other appropriate school district policies, including suspension,

expulsion, exclusion, or termination of employment; or civil or criminal liability under other applicable laws.

## **V. UNACCEPTABLE USES**

- A. The following uses of the school district system, devices, and Internet resources or accounts are considered unacceptable:
1. Users will not use the school district system to access, review, upload, download, store, print, post, receive, transmit, or distribute:
    - a. pornographic, obscene, or sexually explicit material or other visual depictions that are harmful to minors;
    - b. obscene, abusive, profane, lewd, vulgar, rude, inflammatory, threatening, disrespectful, or sexually explicit language;
    - c. materials that use language or images that are inappropriate in the education setting or disruptive to the educational process;
    - d. information or materials that could cause damage or danger of disruption to the educational process;
    - e. materials that use language or images that advocate violence or discrimination toward other people (hate literature) or that may constitute harassment or discrimination.
  2. Users will not use the school district system to knowingly or recklessly post, transmit, or distribute false or defamatory information about a person or organization, or to harass another person, or to engage in personal attacks, including prejudicial or discriminatory attacks.
  3. Users will not use the school district system to engage in any illegal act or violate any local, state, or federal statute or law.
  4. Users will not use the school district system to vandalize, damage, or disable the property of another person or organization, will not make deliberate attempts to degrade or disrupt equipment, software, or system performance by spreading computer viruses or by any other means, will not tamper with, modify, or change the school district system software, hardware, or wiring or take any action to violate the school district's security system, and will not

use the school district system in such a way as to disrupt the use of the system by other users.

5. Users will not use the school district system to gain unauthorized access to information resources or to access another person's materials, information, or files without the implied or direct permission of that person.
6. Users will not use the school district system to post private information about another person, personal contact information about themselves or other persons, or other personally identifiable information, including, but not limited to, addresses, telephone numbers, school addresses, work addresses, identification numbers, account numbers, access codes or passwords, labeled photographs, or other information that would make the individual's identity easily traceable, and will not repost a message that was sent to the user privately without permission of the person who sent the message.
  - a. This paragraph does not prohibit the posting of employee contact information on school district webpages or communications between employees and other individuals when such communications are made for education-related purposes (i.e., communications with parents or other staff members related to students).
  - b. Employees creating or posting school-related webpages may include personal contact information about themselves on a webpage. However, employees may not post personal contact information or other personally identifiable information about students unless:
    - (1) such information is classified by the school district as directory information and verification is made that the school district has not received notice from a parent/guardian or eligible student that such information is not to be designated as directory information in accordance with Policy 515; or
    - (2) such information is not classified by the school district as directory information but written consent for release of the information to be posted has been obtained from a parent/guardian or eligible student in accordance with Policy 515.

In addition, prior to posting any personal contact or personally identifiable information on a school-related webpage, employees shall obtain written approval of the content of the postings from the building administrator.

- c. These prohibitions specifically prohibit a user from utilizing the school district system to post personal information about a user or another individual on social networks, including, but not limited to, social networks such as ~~“MySpace” and “Facebook,”~~ “Twitter,” “Instagram,” “Snapchat,” and “Reddit,” and similar websites or applications.
  7. Users will not attempt to gain unauthorized access to the school district system or any other system through the school district system, attempt to log in through another person’s account, or use computer accounts, access codes, or network identification other than those assigned to the user. Messages and records on the school district system may not be encrypted without the permission of appropriate school authorities.
  8. Users will not use the school district system to violate copyright laws or usage licensing agreements, or otherwise to use another person’s property without the person’s prior approval or proper citation, including the downloading or exchanging of pirated software or copying software to or from any school computer, and will not plagiarize works they find on the Internet.
  9. Users will not use the school district system for conducting business, for unauthorized commercial purposes, or for financial gain unrelated to the mission of the school district. Users will not use the school district system to offer or provide goods or services or for product advertisement. Users will not use the school district system to purchase goods or services for personal use without authorization from the appropriate school district official.
  10. Users will not use the school district system to engage in bullying or cyberbullying in violation of the school district’s Policy 514 Bullying Prohibition Policy. This prohibition includes using any technology or other electronic communication off school premises to the extent that student learning or the school environment is substantially and materially disrupted.
- B. A student or employee engaging in the foregoing unacceptable uses of the Internet when off school district premises also may be in violation of this policy as well as other school district policies. Examples of such

violations include, but are not limited to, situations where the school district system is compromised or if a school district employee or student is negatively impacted. If the school district receives a report of an unacceptable use originating from a non-school computer or resource, the school district may investigate such reports to the best of its ability. Students or employees may be subject to disciplinary action for such conduct, including, but not limited to, suspension or cancellation of the use or access to the school district computer system and the Internet and discipline under other appropriate school district policies, including suspension, expulsion, exclusion, or termination of employment.

- C. If a user inadvertently accesses unacceptable materials or an unacceptable Internet site, the user shall immediately disclose the inadvertent access to an appropriate school district official. In the case of a school district employee, the immediate disclosure shall be to the employee's immediate supervisor and/or the building administrator. This disclosure may serve as a defense against an allegation that the user has intentionally violated this policy. In certain rare instances, a user also may access otherwise unacceptable materials if necessary to complete an assignment and if done with the prior approval of and with appropriate guidance from the appropriate teacher or, in the case of a school district employee, the building administrator.

## **VI. FILTER**

- A. With respect to any of its computers or devices with Internet access, the school district will monitor the online activities of both minors and adults and employ technology protection measures during any use of such computers by minors and adults. The technology protection measures utilized will block or filter Internet access to any visual depictions that are:
  - 1. Obscene;
  - 2. Child pornography; or
  - 3. Harmful to minors.
- B. The term "harmful to minors" means any picture, image, graphic image file, or other visual depiction that:
  - 1. Taken as a whole and with respect to minors, appeals to a prurient interest in nudity, sex, or excretion; or
  - 2. Depicts, describes, or represents, in a patently offensive way with respect to what is suitable for minors, an actual or simulated sexual act or sexual contact, actual or simulated normal or perverted

sexual acts, or a lewd exhibition of the genitals; and

3. Taken as a whole, lacks serious literary, artistic, political, or scientific value as to minors.
- C. Software filtering technology shall be narrowly tailored and shall not discriminate based on viewpoint.
  - D. An administrator, supervisor, or other person authorized by the Superintendent may disable the technology protection measure, during use by an adult, to enable access for bona fide research or other lawful purposes.
  - E. The school district will educate students about appropriate online behavior, including interacting with other individuals on social networking websites and in chat rooms and cyberbullying awareness and response.

## **VII. CONSISTENCY WITH OTHER SCHOOL POLICIES**

Use of the school district computer system and use of the Internet shall be consistent with school district policies and the mission of the school district.

## **VII. LIMITED EXPECTATION OF PRIVACY**

- A. By authorizing use of the school district system, the school district does not relinquish control over materials on the system or contained in files on the system. Users should expect only limited privacy in the contents of personal files on the school district system.
- B. Routine maintenance and monitoring of the school district system may lead to a discovery that a user has violated this policy, another school district policy, or the law.
- C. An individual investigation or search will be conducted if school authorities have a reasonable suspicion that the search will uncover a violation of law or school district policy.
- D. Parents have the right at any time to investigate or review the contents of their child's files and e-mail files. Parents have the right to request the termination of a child's individual account at any time.
- E. School district employees should be aware that the school district retains the right at any time to investigate or review the contents of their files and e-mail files. In addition, school district employees should be aware that data and other materials in files maintained on the school district system may be

subject to review, disclosure or discovery under Minn Stat Ch. 13 (Minnesota Government Data Practices Act).

- F. The school district will cooperate fully with local, state and federal authorities in any investigation concerning or related to any illegal activities or activities not in compliance with school district policies conducted through the school district system.

## **IX. INTERNET USE AGREEMENT**

- A. The proper use of the Internet, and the educational value to be gained from proper Internet use, is the joint responsibility of students, parents, and employees of the school district.
- B. This policy requires the permission of and supervision by the school's designated professional staff before a student may use a school account or resource to access the Internet.
- C. The Internet Use Agreement form for students must be read and signed by the user, the parent or guardian, and the supervising teacher. The Internet Use Agreement form for employees must be signed by the employee. The form must then be filed at the school office. As supervising teachers change, the agreement signed by the new teacher shall be attached to the original agreement.

## **X. LIMITATION ON SCHOOL DISTRICT LIABILITY**

Use of the school district system is at the user's own risk. The system is provided on an "as is, as available" basis. The district will not be responsible for any damage users may suffer, including but not limited to, loss, damage, or unavailability of data stored on school district diskettes, tapes, hard drives, or servers, or for delays, or changes in or interruptions of service or misdeliveries or nondeliveries of information or materials, regardless of the cause. The school district is not responsible for the accuracy or quality of any advice or information obtained through or stored on the school district system. The school district will not be responsible for financial obligations arising through unauthorized use of the school district system or the Internet.

## **XI. USER NOTIFICATION**

- A. All users shall be notified of the school district policies relating to Internet use.
- B. This notification shall include the following:

1. Notification that Internet use is subject to compliance with school district policies.
2. Disclaimers limiting the school district's liability relative to:
  - a. Information stored on school district diskettes, hard drives, or servers.
  - b. Information retrieved through school district computers, networks, or online resources.
  - c. Personal property used to access school district computers, networks, or online resources.
  - d. Unauthorized financial obligations resulting from use of school district resources/accounts to access the Internet.
3. A description of the privacy rights and limitations of school sponsored/managed Internet accounts.
4. Notification that, even though the school district may use technical means to limit student Internet access, these limits do not provide a foolproof means for enforcing the provisions of this acceptable use policy.
5. Notification that goods and services can be purchased over the Internet that could potentially result in unwanted financial obligations and that any financial obligation incurred by a student through the Internet is the sole responsibility of the student and/or the student's parents.
6. Notification that the collection, creation, reception, maintenance, and dissemination of data via the Internet, including electronic communications, is governed by Policy 406, Public and Private Personnel Data, and Policy 515, Protection and Privacy of Pupil Records.
7. Notification that, should the user violate the school district's acceptable use policy, the user's access privileges may be revoked, school disciplinary action may be taken and/or appropriate legal action may be taken.
8. Notification that all provisions of the acceptable use policy are subordinate to local, state, and federal laws.

## **XII. PARENTS' RESPONSIBILITY; NOTIFICATION OF STUDENT**

## **INTERNET USE**

- A. Outside of school, parents bear responsibility for the same guidance of Internet use as they exercise with information sources such as television, telephones, radio, movies, and other possibly offensive media. Parents are responsible for monitoring their student's use of the school district system and of the Internet if the student is accessing the school district system from home or a remote location.
- B. Parents will be notified that their students will be using school district resources/accounts to access the Internet and that the school district will provide parents the option to request alternative activities not requiring Internet access. This notification should include:
  - 1. A copy of the user notification form provided to the student user.
  - 2. A description of parent/guardian responsibilities.
  - 3. A notification that the parents have the option to request alternative educational activities not requiring Internet access and the material to exercise this option.
  - 4. A statement that the Internet Use Agreement must be signed by the user, the parent or guardian, and the supervising teacher prior to use by the student.
  - 5. A statement that the school district's acceptable use policy is available for parental review.

## **XIII. IMPLEMENTATION; POLICY REVIEW**

- A. The school district administration may develop appropriate user notification forms, guidelines, and procedures necessary to implement this policy.
- B. The administration shall revise the user notifications, including student and parent notifications, if necessary, to reflect the adoption of these guidelines and procedures.
- C. The school district Internet policies and procedures are available for review by all parents, guardians, staff, and members of the community.

**Legal References:** 15 U.S.C. § 6501 *et seq.* (Children's Online Privacy Protection Act)  
17 U.S.C. § 101 *et seq.* (Copyrights)  
47 U.S.C. § 254 (Children's Internet Protection Act of 2000)

(CIPA))  
 47 C.F.R. § 54.520 (FCC rules implementing CIPA)  
 Minn. Stat. § 121A.031 (School Student Bullying Policy)  
 Minn. Stat. § 125B.15 (Internet Access for Students)  
 Minn. Stat. § 125B.26 (Telecommunications/Internet Access Equity Act)  
*Tinker v. Des Moines Indep. Cmty. Sch. Dist.*, 393 U.S. 503, 89 S.Ct. 733, 21 L.Ed.2d 731 (1969)  
*United States v. Amer. Library Assoc.*, 539 U.S. 194, 123 S.Ct. 2297, 56 L.Ed.2d 221 (2003)  
*Doninger v. Niehoff*, 527 F.3d 41 (2<sup>nd</sup> Cir. 2008)  
*R.S. v. Minnewaska Area Sch. Dist. No. 2149*, No. 12-588, 2012 WL 3870868 (D. Minn. 2012)  
*Tatro v. Univ. of Minnesota*, 800 N.W.2d 811 (Minn. App. 2011), aff'd on other grounds 816 N.W.2d 509 (Minn. 2012)  
*S.J.W. v. Lee's Summit R-7 Sch. Dist.*, 696 F.3d 771 (8<sup>th</sup> Cir. 2012)  
*Kowalski v. Berkeley County Sch.*, 652 F.3d ~~656~~ 565 (4<sup>th</sup> Cir. 2011)  
*Layshock v. Hermitage Sch. Dist.*, 650 F.3d 205 (3<sup>rd</sup> Cir. 2011)  
*Parents, Families and Friends of Lesbians and Gays, Inc. v. Camdenton R-III Sch. Dist.*, 853 F.Supp.2d 888 (W.D. Mo. 2012)  
*M.T. v. Cent. York Sch. Dist.*, 937 A.2d 538 (Pa. Commw. Ct. 2007)  
~~*J.S. v. Bethlehem Area Sch. Dist.*, 807 A.2d 847 (Pa. 2002)~~

**Cross References:** Policy 403 (Discipline, Suspension, and Dismissal of School District Employees)  
 Policy 406 (Public and Private Personnel Data)  
 Policy 505 (Distribution of Nonschool-Sponsored Materials on School Premises by Students and Employees)  
 Policy 506 (Student Discipline)  
 Policy 514 (Bullying Prohibition Policy)  
 Policy 515 (Protection and Privacy of Pupil Records)  
 Policy 519 (Interviews of Students by Outside Agencies)  
 Policy 521 (Student Disability Nondiscrimination)  
 Policy 522 (Student Sex Nondiscrimination)  
 Policy 603 (Curriculum Development)  
 Policy 604 (Instructional Curriculum)  
 Policy 606 (Textbooks and Instructional Materials)  
 Policy 806 (Crisis Management Policy)  
 Policy 904 (Distribution of Materials on School District Property by Nonschool Persons)

Superintendent Goals 2019-2020					
	Pertinent MN Rule 3512.0510	Measurable Progress Indicator 1	Measurable Progress Indicator 2	Measurable Progress Indicator 3	Timeline for Achieving the Goal
School District-Goal One: Goal: Grades 1-8, 10 and 11 will increase achievement by a positive Z Score in reading and math comparing the actual to expected growth as determined by testing in the Fall of 2019 for NWEA to the Spring of 2020 and Spring of 2019 to Spring of 2020 for MCA.	Instructional management for the success of all learners: describing and applying research and best practices on integrating curriculum and resources to help all learners achieve at high levels.	Grades 1,2, 4-8, 10 and 11 will increase achievement by a positive Z Score in reading and math comparing the actual to expected growth as determined by testing in the Fall of 2019 to the Spring of 2020 for NWEA and the Spring of 2019 to Spring of 2020 for MCA.			June 1, 2020 Data will be available in August 2020
School District-Goal Two: Develop a long-term facilities plan, which considers student enrollment projections and bond debt levies.	B. Organizational management by: (6). Demonstrating an understanding of facilities development, planning, and management;	The superintendent and/or appropriate staff will report the programs and/or systems, which have been developed throughout the district.			June 30, 2020
Goal Three: Develop a communication plan that outlines and identifies promotional opportunities for Becker School District.	F. Communication by: (1) formulating and carrying out plans for internal and external communications. (8) communicating appropriately, speaking, listening, and writing, for different audiences such as students, teachers, parents, community, and other stakeholders; and (9) understanding and utilizing appropriate communication technology. G. Community relations by: (1) articulating organizational purpose and priorities to the community and media; (7) promoting a positive image of schools and the school district;	Opportunities for interaction with students, support staff, teachers, and administrators within the school buildings, in addition important school district stakeholder groups including, but not limited to, parents, taxpayers, community leaders. At least 4 mediums will be utilized to communicate with these groups.	Identify the opportunities for engagement with the core groups listed and determine the "reach" of each medium.	Increased opportunities with staff to provide community relations through enhanced and increased communication via the three largest opportunities for connecting with those associated with the school.	June 30, 2020