

Policy Committee Meeting

Tuesday, April 26, 2022 4:30 PM

Board Assembly Room, 1250 West Broadway Avenue, Minneapolis, Minnesota 55411

1) **Call to Order and Roll Call**

2) **Adoption of Agenda**

3) **Acceptance of Minutes**

4) **Reports and Discussion**

4)a. Regular Policy Reviews

4)a.1. Review Policy 8505 (Director Travel)

4)a.2. Review Policy 6690 (Wellness Policy)

4)a.3. Review Policy 3548 (Bus Safety)

5) **New Business**

5)a. Revision of Policy 3546: Bus Equipment and Drivers

5)b. Revision of Policy 6000: Mission Of The Educational Program

5)c. Revision of Policy 6510: Work Based Learning

6) **Adjournment**

**OFFICIAL MINUTES
MINNEAPOLIS BOARD OF EDUCATION**

**POLICY COMMITTEE MEETING
NOVEMBER 23, 2021**

CALL TO ORDER

Chair Josh Pauly called the meeting to order at 4:35 p.m., a quorum being present.

ROLL CALL

Present: Directors Siad Ali (arrived after roll call at 4:37 p.m.) Jenny Arneson, Kim Ellison, Josh Pauly (4)

Absent: Director Adriana Cerrillo (1)

APPROVAL OF AGENDA

Ellison moved to approve the agenda.

On a voice vote, the motion was adopted unanimously.

APPROVAL OF MINUTES

Ellison moved to approve the minutes from the September 28, 2021 meeting.

On a voice vote, the motion was adopted unanimously.

REPORTS AND DISCUSSION

Regular Policy Reviews

Staff provided a review of Review Policy 5210 (Student Personal Electronic Devices), Policy 6415 (Internet And Educational Network Use), and Policy 6680 (Safety, Security And Emergency Management).

EDIA Progress Update Report

Staff provided regular update on the implementation progress for completed Equity and Diversity Impact Assessments (EDIAs).

ADJOURNMENT

Without objection, Chair Pauly adjourned the meeting at 5:18 p.m.

Minutes submitted by Ryan Strack, Administrator of Board and Government Relations.

Meeting materials: <https://meetings.boardbook.org/Public/Agenda/1807?meeting=503229>

Required Regular Policy Review Schedule

Item Type	Number	Title (hyperlink to item)	Review Frequency	Committee Meeting Review Month	Last Review Date	Next Review Year	Primary Responsible Division
Policy	3500	Records Retention	Every 5 years	May	6/1/2021	2026	Board Office
Policy	3548	Bus Safety	3 year cycle	February			Operations
Policy	3700	Fund Balance	"No more than annual"	May			Finance
Policy	4002	Harassment And Violence Prohibition Protected Classes	Annual	September	9/28/2021	2022	General Counsel
Policy	4016	Family Medical Leave Act	Annual	May			Finance
Policy	5200	Behavior Standards And Code Of Conduct	Annual	TBD, revision pending			Accountability, Research, Equity
Policy	5201	Bullying And Hazing Prohibition	Annual	April			Accountability, Research, Equity
Policy	5210	Student Personal Electronic Devices	Annual	October	11/23/2021	2022	Information Technology Services
Policy	5635	Reporting Maltreatment Of Minors And Vulnerable Adults	Annual	March			Special Education and Specialized Services
Policy	5050	Title IX Non-Discrimination	Annual	September	9/28/2021	2022	General Counsel
Policy	6200	Curriculum And Instruction	Periodic	TBD			Academics
Policy	6415	Internet And Educational Network Use	Annual	October	11/23/2021	2022	Information Technology Services
Policy	6680	Safety, Security And Emergency Management	Annual	November	11/23/2021	2022	Operations
Policy	6690	Wellness Policy	No less than every 3 years	February			Operations
Policy	8505	Director Travel	Annual	January	2/23/2021	2022	Board Office

SECTION 1: AMENDMENT “Policy 3546: Bus Equipment And Drivers”
of the Minneapolis Public Schools Policies & Regulations is hereby *amended* as follows:

AMENDMENT

Policy 3546: Bus Equipment ~~And~~ District Vehicles, and Drivers

1. PURPOSE

The safety and security of students while being transported by district owned or a contracted busing service are primary concerns of the District. The purpose of this policy is to establish the commitment to safe buses for students and staff transported by the District.

2. GENERAL STATEMENT OF POLICY

- a. All school buses owned and operated by the District shall conform to the requirements established by Minnesota law for school buses.
- b. Any school buses contracted by the District shall conform to requirements established by Minnesota law for school buses.
- c. All school ~~bus~~ drivers, whether district employees or provided through contracted services, shall be fully licensed and qualified as required by law and district rules.
- d. Contracts with busing companies for field trips shall be with duly licensed bus companies that conform to state standards for common carriers and driver licensure.
- e. The Superintendent or Superintendent’s designee shall cause all certifications, licenses, records of accidents, mechanical failures, maintenance inspections and repairs made to all vehicles subject to this policy.
- f. The Superintendent or Superintendent’s designee shall cause records of all licenses, training records and required physical examinations of drivers to be maintained.
- g. ~~Bus~~ Drivers who are convicted of a criminal offense, a serious traffic violation, or of violating any other state or local law relating to motor vehicle traffic control other than a parking violation shall report such conviction to their supervisor as soon as possible after being notified of the conviction.
- h. ~~Bus-d~~ Drivers who have their driving license suspended, revoked or cancelled by the State of Minnesota or any other state or jurisdiction or who lose the right to operate a vehicle for any period or who are disqualified from operating a commercial motor vehicle for any period shall notify the driver’s employer of the suspension, revocation, cancellation, lost privilege or disqualification by the end of the business day on which notification is received, or on the first business day after notification if it is received on a non-business day.

3. TYPE III VEHICLES

- a. Type III vehicles are ~~restricted to~~ passenger cars, station wagons, vans and small buses having a maximum manufacturer’s rated seating capacity of 10 or

fewer people including the driver and a gross vehicle weight rating of 10,000 pounds or less.

- b. The District ~~shall not~~ generally transports Special Education students to treatment and out-of-district Special Education and Homeless and Highly Mobile students that cannot be incorporated into a regular route,~~students~~ with a Type III vehicle. Students are also not generally transported by the district in privately owned Type III vehicles. Only emergency, unscheduled transportation of students may be conducted in vehicles with a seating capacity of ten or fewer without meeting the statutory requirements for a Type III vehicle. If transporting students a Type III vehicle driver shall load and unload students only from a parked position that does not require the student to cross a street, except where not possible or impractical, in which event the driver or an adult assistant must escort the student across the street.
- c. All drivers of Type III vehicles shall be licensed drivers and must be familiar with the use of required emergency equipment. The District shall not knowingly allow a person to operate a Type III vehicle to transport students if the person has been convicted of an offense that disqualifies the person from operating a school bus. All drivers of district owned or contracted Type III vehicles used to transport students shall be trained and certified according to the requirements of law.
- d. Type III vehicles owned by the district shall be equipped with child passenger restraints, and child passenger restraints in them shall be used to the extent required by law.
- e. Type III vehicles owned by the district shall:
 - i. be painted a color other than national school bus yellow;
 - ii. be state inspected to comply with state requirements, and bear the current year's certificate of inspection issued by the state.
 - iii. be twelve years old (12) or less, unless exempted by law;
 - iv. have the name of the district clearly marked on the side of the vehicle;
 - v. have the required mirrors;
 - vi. not have the phrase "school bus" in any location visible to a motorist;
- f. carry the required fire extinguisher, first aid kit and body fluids cleanup kit, clearly marked and located as required by law.
- g. Type III vehicles and their drivers contracted by the district shall meet all requirements of law as to equipment and qualifications.

4. VEHICLE MAINTENANCE STANDARDS

- a. All district ~~vehicles~~bus equipment shall be maintained in safe operating conditions through a systematic preventive maintenance and inspection program adopted or approved by the Superintendent, or Superintendent's designee.
- b. All district vehicles shall be state inspected as required by law.
- c. ~~Bus~~ Drivers shall be trained to report any safety or operational concerns regarding the vehicles assigned or used by them on forms or in the manner approved by the Transportation Department.

5. REQUIRED INSPECTIONS BY DRIVERS

- a. Post-trip inspections shall be performed by the driver to check for any children or lost items remaining on the bus or for vandalism that has occurred during the trip.
 - i. Drivers shall follow Transportation department rules regarding security and reporting of children remaining on the bus after the run has been completed.
 - ii. Drivers shall follow Transportation Department rules regarding securing lost property found during post-trip inspections.
 - iii. Drivers shall follow Transportation Department rules regarding reporting of vandalism discovered during inspections.
- b. Pre-trip inspections as required by the Transportation department shall be performed by the driver to assess the readiness of the vehicle to perform properly.

6. RESPONSIBILITY

- a. The Superintendent may promulgate regulations to implement this policy.
- b. The Superintendent, or Superintendent's designee, may establish specific qualifications including required training for bus drivers for both district employees and contracted services.
- c. The Superintendent or Superintendent's designee may establish specifications for transportation equipment that exceed those required by Minnesota law.

Original Adoption:

04/25/1967

Revision Dates:

11/09/1971; 10/09/1973; 09/09/1975, 02/11/2014

Legal References:

- Minn. Stat. §123B.88 (Independent School Districts: Transportation)
- Minn. Stat. §169.4501 (School Bus Equipment Standards)
- Minn. Rules Part 7470.1700 (Drivers and Aides for Pupils with Disabilities)

MPS Policy Cross References:

- Policy 3545 (Transportation)
- Policy 3548 (Bus Safety)
- Policy 4026 (Transportation Employees: Drug and Alcohol Testing)

SECTION 1: AMENDMENT “Policy 6000: Mission Of The Educational Program” of the Minneapolis Public Schools Policies & Regulations is hereby *amended* as follows:

AMENDMENT

Policy 6000: Mission Of The Educational Program

1. PURPOSE

The school district is committed to an integrated, culturally diversified educational environment which treats all students as unique and capable of learning. The district is committed to providing an excellent instructional program for the benefit of all students. To that end the Board of Education has adopted mission and vision statements and engaged in strategic planning to meet the challenge. The purpose of this policy is to establish the mission of the educational program.

2. MISSION STATEMENT

The mission of the Minneapolis Public Schools is stated as:

~~“Our Mission is to ensure that all students learn. We support their growth into knowledgeable, skilled and confident citizens capable of succeeding in their work, personal and family lives into the 21st century.”~~ “All students—regardless of their background, zip code, and personal needs—will receive an anti-racist, holistic education that builds essential knowledge to prepare students for future success.

3. VISION STATEMENT

The vision statement of the Minneapolis Public Schools is as follows:

~~“Every student will have the opportunity to access a high quality program in the Minneapolis Public Schools in order to prepare to be college or career ready.”~~ “Minneapolis Public Schools exist to provide a high quality, anti-racist, culturally responsive education for every Minneapolis student.”

4. COMMITMENT STATEMENT

The commitment statement of the Minneapolis Public Schools is as follows:

“To achieve our vision, we will intentionally focus and prioritize resources and actions to significantly improve the experiences and outcomes of Black students, Indigenous students, students of color, and their families.”

5. THE STRATEGIC PLAN AND THE EDUCATIONAL PROGRAM

The strategic plan, aligned with the mission and vision of the district, guides the educational program. The strategic plan includes, but is not limited to, the following:

- a. All instructional initiatives shall be aligned with the strategic plan.

- b. The educational plan shall have high expectations for all students.
- c. The educational plan will provide rigorous instruction at all levels aligned with state standards and post-secondary expectations.
- d. Opportunities for all students to participate in advanced classes shall be provided.
- e. Race, gender, culture, English learner status, socio-economic status or disability shall not be the predictor of student success.
- f. Barriers to learning shall be addressed.
- g. Teachers shall be supported in improving the effectiveness of their instruction and in deepening their content expertise.
- h. School leaders shall be supported in improving student achievement.

6. RESPONSIBILITY

- a. The Superintendent is authorized to promulgate regulations to implement this policy.
- b. The Superintendent shall report to the Board of Directors on no less than an annual basis on the progress of the District toward meeting its goals as stated in the Strategic Plan.
- c. The Board of Directors shall reexamine the mission and vision statements no less than every five years to assure that these statements adequately state the mission and vision of the district.
- d. The Superintendent shall engage community resources in addition to district resources to address barriers to student success.

Original Adoption:

04/25/1967

Revision Dates:

03/28/1972, 09/25/1973, 12/16/1975, 08/13/1985, 12/20/2011

SECTION 1:**AMENDMENT** “Policy 6510: Work Based Learning” of the Minneapolis Public Schools Policies & Regulations is hereby *amended* as follows:

AMENDMENT

Policy 6510: Work Based Learning

1. PURPOSE

Minneapolis Public Schools is dedicated to preparing students for post-secondary experiences such as college, technical training and careers. Work-based learning is a means of providing students with work readiness training and work experiences within an educational context with opportunities to build career awareness; explore careers; discover personal strengths, skills and talents; and develop critical thinking and problem solving skills. Through cooperation between a student, families, the business community and the school a supervised and guided exploration of local business enterprises is made available to credit ready students to serve specific educational goals. Work-based learning may also serve students who receive special education services including opportunities for a supervised and guided transition to careers.

2. GENERAL STATEMENT OF POLICY

- a. This policy does not apply to work release arrangements.
- b. All work based learning programs shall be supervised by a properly licensed individual under State requirements. Work readiness seminars, regardless of delivery method, shall be taught by a properly licensed individual under State requirements.
- c. Students may apply or may be recruited by a teacher, counselor or other school administrator to be part of a work based learning experience.
 - i. General education students must be sixteen (16)~~fourteen (14)~~ years of age and enrolled full time in a high school to participate in the work experience portion of MPS'a work based learning program.
 - ii. Special education students participate in work based learning programs according to the terms of their Individual Education Programs, regardless of student age or grade.
- d. Each student accepted into a work based learning program must have a written training agreement and a written training plan which may be combined into one document. Such an agreement shall include provisions requiring the student to meet academic goals toward graduation.
- e. Each student accepted into a work based learning program must successfully complete~~shall participate in~~ school based instruction in a state-approved work readiness seminar to maximize the experience and to prepare the student for the work based learning program. The seminar may be offered either in a regularly scheduled class in the student schedule, ~~or may be offered~~ on-line, or by credit by assessment portfolio. If offered on-line and a student enrolls in the course on-line there will be a corresponding reduction in the student’s normal

schedule.

- f. Documentation shall be kept to verify necessary safety instruction, educational progress and progress towards achieving goals set in the training agreement.
- g. The District Course Catalog will publish the credits toward graduation that students earn by successfully completing a work based learning program.
 - i. Credits shall be considered elective credits.
 - ii. Credit may be granted separately for in school instruction and work based learning.
- h. Work based learning programs are considered part of the regular school day with regard to student accounting and student attendance.

3. RESPONSIBILITY

- a. The Superintendent is authorized to promulgate regulations to implement this policy.
- b. The District shall comply with all applicable federal and state laws regarding employment of students and qualifications of instructors, work coordinators and job coaches.
- c. Transportation for general education students to and from the work based learning site shall be the responsibility of the student and her or his family, unless otherwise agreed to in writing with the District.
- d. Each school participating in work-based learning programs shall assure that students receive the necessary interventions and supports to meet the academic goals towards graduation made part of their written plan.

Original Adoption:

04/25/1967

Revision Dates:

03/28/1972, 12/16/1975, 08/13/1985, 04/14/2009, 12/10/2013

Legal References:

20 USC §6301 et seq. (No Child Left Behind) 29 USC §212 et seq. (Child Labor Standards) Minn. Stat. Chapter 181A (Child Labor Standards Act) Minn. Stat. §124D.454 (Access to Minnesota's Transition System for Children with a Disability) Minn. Rules Part 3505.1100 (Standards for Program Approval) Minn. Rules Part 3505.2300 (Student Eligibility for Programs)

MPS Policy Cross References:

MPS Policy 5000 (Equal Education Opportunity) MPS Policy 5391 (Graduation Requirements) MPS Policy 5700 (Special Education) MPS Policy 5750 (Disability Nondiscrimination) MPS Policy 6222 (Online Instruction)