

**MINUTES OF THE REGULAR MEETING OF THE SCHOOL BOARD
INDEPENDENT SCHOOL DISTRICT 271
Bloomington, Minnesota**

June 13, 2022

- I. ROLL CALL Pursuant to due call and notice thereof, and there being a quorum present, the School Board meeting of Independent School District 271 was called to order by Chair Tom Bennett at 7:00 p.m. on June 13, 2022, in the Arlene Bush Board Room at the Educational Services Center, 1350 West 106th Street, Bloomington, Minnesota.
- Chair Bennett acknowledged that Bloomington Public Schools rests on the traditional, ancestral and contemporary land of the Dakota. The name of our state is Mni Sota Makoce, Land where the waters reflect the skies or clouds. Mni means water; Sota means clear, but not perfectly so, cloudy. Makoce means a place, land, or country. Recognizing the land is an expression of gratitude and appreciation to those whose territory we reside on and a way of honoring the Indigenous people.
- Members Present: Tom Bennett, Chair; Heather Starks, Vice Chair; Mia Olson, Treasurer; Beth Beebe, Matt Dymoke and Dawn Steigauf.
- Member Absent: Nelly Korman, Clerk.
- Attorney Present: David Holman.
- Administration Present: Eric Melbye, Mary Burroughs, Andy Kubas, and Rod Zivkovich.
- II. PLEDGE OF ALLEGIANCE Recited.
- Closed Session Chair Tom Bennett called for a motion for a closed session upon the conclusion of tonight's school board meeting. The meeting will be closed as permitted by section 13D.05 to discuss superintendent evaluation. So moved by Dawn Steigauf, seconded by Matt Dymoke. Motion carried unanimously.
- III. APPROVAL OF THE AGENDA Matt Dymoke moved, Beth Beebe seconded, to approve the agenda. Motion carried unanimously.
- IV. RECOGNITION None.
- V. SUPERINTENDENT'S REPORT Superintendent Eric Melbye reported on the following topics: The Hennepin Theater Trust Spotlight Program is honoring Jefferson's production of "All Shook Up!" in a variety of categories including outstanding recognition in the overall performance category. Previously, we reported that Kennedy's production of "Shrek the Musical" would be honored. Jefferson is scheduled to perform at tonight's showcase at the State Theatre and Kennedy is scheduled to perform tomorrow night. Oak Grove Middle School principal Brian Ingemann has been selected as the Middle-Level Principal of the Year-Hennepin Division by the Minnesota Association of Secondary School Principals (MASSP).

National Flag Day is observed on June 14. The day commemorates the date in 1777 when the United States approved the design for its first national flag. With Flag Day being tomorrow, it is fitting that tonight we thank the Earl C. Hill American Legion Post 550 for providing flags to the school district when we need replacements for our flagpoles and classrooms. The Legion has done this for many years. The latest order delivered to the District in May included 22 flags of varying sizes. Thank you to American Legion Post 550 members for the flags and for all of the support provided to the school district for a variety of requests; and most importantly, thank you for your service.

The 2021-2022 school year ended for students on June 9. We are proud we made it through the school year in person. We hope students, families and staff take time to relax and enjoy the days of summer until we gather again for the 2022-2023 school year, which begins on August 29 for grades 6-12 and August 30 for grades K-5.

In consultation with School Board Chair Bennett, as in the past, the School Board will not meet in July. Matt Dymoke moved, Dawn Steigauf seconded, to cancel School Board meetings scheduled for July 11 and July 25. Motion carried unanimously.

VI. PART A

1. *Board Business*
Minutes

Personnel Actions

District Association
Memberships 2022-2023

MSHSL Membership
2022-2023

- a. Minutes of the Regular School Board Meeting May 23, 2022.
- b. Licensed Personnel: Resignations, Rescission of Retirement, Leaves of Absence, Employments, Long Call Reserve Employments, Change of Status. Independent Personnel: Change of Status. Classified Personnel: Retirements, Resignations, Employment.
- c. RESOLVED, that the School Board of Independent School District 271 approves the following association memberships for the 2022-2023 school year: Minnesota School Boards Association, \$15,191.00 and Association of Metropolitan School Districts, \$11,894.00.
- d. RESOLVED, that the Governing Board of Independent School District 271 (Board), County of Hennepin, State of Minnesota, delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League (League), and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes.
FURTHER RESOLVED, that John F. Kennedy High School and Thomas Jefferson High School are authorized by the Board to renew membership in the League and authorizes participation in the approved interschool activities sponsored by said League and its various subdivisions. FURTHER RESOLVED, the Board adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the School District or as it appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the Board.

2. *Contracts/Agreements*

- Joint Powers/Metro South ABE Consortium 2022-2023
- PICA Kindergarten Transition/Student Data Tracking 2022-2023
- PICA Head Start/Pond 2022-2023
- PICA Head Start/Southwood 2022-2023
- PICA Special Needs/Southwood 2022-2023
- Fraser Child & Family Center 2022-2023
- Recover Health of Minnesota 2022-2023
- a. RESOLVED, that the School Board of Independent School District 271 approves the Joint Powers Agreement for the Metro South Adult Basic Education Consortium between Independent School District 271 Bloomington, Independent School District 272 Eden Prairie, Independent School District 273 Edina and Independent School District 280 Richfield. The term of this agreement is from the date of authorization of each respective member's School Board to June 30, 2023.
 - b. RESOLVED, that the School Board of Independent School District 271 approves the renewal of the Memorandum of Understanding between Parents in Community Action, Inc. (PICA) and Independent School District 271 to help children transition to kindergarten from PICA Head Start and to track the progress of Head Start children throughout their elementary education. The Memorandum is effective from July 1, 2022 to June 30, 2023.
 - c. RESOLVED, that the School Board of Independent School District 271 approves the renewal of a Letter of Agreement with Parents in Community Action, Inc. (PICA) to operate Head Start programs and other family and early childhood development programs within the District. Further, to facilitate the provision of such services, the District and PICA have entered into a License Agreement wherein the District has agreed to grant to PICA the use of classroom space at Pond Family Learning Center. The effective dates of both the Letter of Agreement and the License Agreement are from July 1, 2022 to June 30, 2023.
 - d. RESOLVED, that the School Board of Independent School District 271 approves the renewal of a Letter of Agreement with Parents in Community Action, Inc. (PICA) to operate Head Start programs and other family and early childhood development programs within the District. Further, to facilitate the provision of such services, the District and PICA have entered into a License Agreement wherein the District has agreed to grant to PICA the use of classroom space at Southwood Early Learning Center. The effective dates of both the Letter of Agreement and the License Agreement are from July 1, 2022 to June 30, 2023.
 - e. RESOLVED, that the School Board of Independent School District 271 approves the renewal of the Memorandum of Understanding between Parents in Community Action, Inc. (PICA) and Independent School District 271 to help facilitate the recruitment, enrollment and inclusion of children with special education needs into Early Head Start and Head Start programs at Southwood. The Memorandum is effective from July 1, 2022 until June 30, 2023.
 - f. RESOLVED, that the School Board of Independent School District 271 approves the Collaboration Agreement with Fraser Child and Family Center to provide autism day treatment/mental health services to enrolled students in the early childhood special education program identified needing support in the areas of autism. This Collaboration Agreement is for the period of September 1, 2022 through August 31, 2023.
 - g. RESOLVED, that the School Board of Independent School District 271 approves the Provider Agreement for services with Recover Health of Minnesota, Inc. (d/b/a Aveanna Home Health) to provide one-to-one staffing for a specific student who receives special education services. This agreement is effective from July 1, 2022 and shall remain in effect until June 30, 2023 unless otherwise mutually agreed upon. The Executive Director of Special Education is authorized to sign the contract documents.

District 917 TEA
Services 2022-2023

h. RESOLVED, that the School Board of Independent School District 271 approves the Agreement with Intermediate School District 917 to provide increased services for Early Childhood Special Education. Intermediate District 917 will continue to provide a Therapeutic Education Alternative setting for students who meet eligibility criteria and need this level of specialized services. The Agreement is in effect July 1, 2022, through June 30 2023.

Code Savvy
2022-2023

i. RESOLVED, that the School Board of Independent School District 271 approves the agreement with Code Savvy for coaching and support of computer science teachers effective June 15, 2022 through July 31, 2023 for a maximum cost of \$25,300.

SORLA Partnership
Dissolution

j. RESOLVED, that the School Board of Independent School District 271 approves the dissolution of the partnership between Independent School District 271 and South of the River Learning Academy (SORLA) that exists through a Joint Powers Agreement with member districts.

Beth Beebe moved, Dawn Steigauf seconded, to approve Part A items in accordance with all of the written material submitted to the School Board. Heather Starks requested that item VI.I.d. Minnesota State High School League Membership 2022-2023 be moved to Part B before policy discussion. Motion carried unanimously.

VII. PART B
MSHSL Membership
2022-2023

Heather Starks moved, Matt Dymoke seconded, the following resolution: RESOLVED, that the Governing Board of Independent School District 271 (Board), County of Hennepin, State of Minnesota, delegates the control, supervision and regulation of interscholastic athletic and fine arts events (referred to in MN Statutes, Section 128C.01) to the Minnesota State High School League (League), and so hereby certifies to the State Commissioner of Education as provided for by Minnesota Statutes. FURTHER RESOLVED, that John F. Kennedy High School and Thomas Jefferson High School are authorized by the Board to renew membership in the League and authorizes participation in the approved interschool activities sponsored by said League and its various subdivisions. FURTHER RESOLVED, the Board adopts the Constitution, Bylaws, Rules and Regulations of said League and all amendments thereto as the same as are published in the latest edition of the League's *Official Handbook*, on file at the office of the School District or as it appears on the League's website, as the minimum standards governing participation in said League-sponsored activities and that the administration and responsibility for determining student eligibility and for the supervision of such activities are assigned to the official representative identified by the Board.

Director Starks expressed concern for the significant increase in cost over the last two years to the district to be a member of the MSHSL. The district activities directors have shared that the MSHSL tournament model changed, which caused the increase from pre-COVID years. Rod Zivkovich shared that the increased cost to the district was covered through ESSER funds and the increase does not affect the classroom.

Chair Bennett called for the vote. Motion carried unanimously.

Vendors & Rates
District Insurance
2022-2023

Heather Starks moved, Matt Dymoke seconded, that the School Board of Independent School District 271 approves the vendors and rates for District insurance for the 12-month period from July 1, 2022 to June 30, 2023, per the attached (on file) Memo.

1. RAS/First Dakota Indemnity Company – Workers Compensation Insurance Policy
2. Kraus-Anderson Insurance – COMPTRON Workers Compensation Claims Management and Loss Prevention Program
3. Markel Insurance Company – Blanket Accident Policy - Special Risk for Registered Volunteer Workers
4. Travelers – Fiduciary Liability for Self-Funded Health Insurance Plan

Motion carried unanimously.

On May 9, 2022, the Board approved a motion for vendors and rates for District group insurance. This is Part 2, which includes Workers Compensation (including Claims Management and Loss Prevention Program), Volunteer Workers/Blanket Accident, Fiduciary Liability, and ERISA Bond. The attached (on file) Memo provides the specifics of the recommended resolution, as well as significant background information. Risk insurance for volunteers increased significantly in that volunteers were not utilized during COVID.

Preliminary
Budget 2022-2023
Presentation

Rod Zivkovich, Executive Director of Finance and Support Services, presented, in detail, the preliminary 2022-2023 budgets, which included budget areas as follows: *General Fund*—General Operations and Transportation, Operating Capital, Deferred Maintenance (pay-as-you-go), Capital Projects (Technology and Security) and Student Activities. *Food Service, Community Education*—Programming and Support Services. *Alternative Facilities (Bond Proceeds), Debt Service, Insurance and Internal Services*—Self Insured Dental, Self-Insured Medical, Severance and Vacation Accrual. *Other Post Employment Benefits (OPEB) Trust and OPEB Debt Service.*

General Fund information: Revenue sources—State 71.4%, Levy 19.6%, Federal 7.5% and Other 1.5%. For 2022-2023, revenue budget is \$160.9 million and expenditure budget is \$163.7 million. ESSER funds of \$4.6 million will be used to balance the budget. A total of 82% of the budget is dedicated to instruction. Expenditures by Program: Regular Instruction 47.7%; Special Education and Vocational Services 26.7%; Instructional and Student Support 8.1%; Operations 5.3%; Transportation 5.9%; Administration 4.0%; District Support 1.8%; Other 0.5%.

Lunch prices for 2022-2023 will return to pre-pandemic (2019-2020) pricing: Elementary \$2.75, Middle School \$3.00, High School \$3.05. Adult lunch price is increasing per federal regulations and will be \$4.30. Breakfast for K-12 students is free at all schools except for Jefferson, Hillcrest and Ridgeview.

Action requesting School Board adoption of 2022-2023 budgets for all funds will be brought forth at the June 27th School Board meeting.

Chair Tom Bennett declared a five-minute recess (8:12-8:17 pm).

- Policy Review Heather Starks, Chair of the Board Policy Committee, provided an overview of the nine policies reviewed by the committee on June 7 and June 8 and now are being brought to the Board for information and discussion. Tom Bennett and Matt Dymoke are the other two members of the committee. The policies have been reviewed and approved by legal counsel David Holman.
- Policy 412 **Policy 412, Employee Expense – Rod Zivkovich**
Recommendation: NO CHANGE to Policy [Minor Updates to Regulation]
Policy 412 relates to employee reimbursement for business expenses or travel expenses. There are no recommended changes to policy but changes to regulations include documentation of the pre-approval of out-of-state travel by cabinet level administration. A link to current mileage rates and government allowed per diem rates has been included. Travel expenses should be charged on a District Pcard whenever possible.
- Policy 503 **Policy 503, Student Attendance – Jenna Mitchler/Molly Coyne**
Recommendation: REVISE
Policy 503 was revised and suggested revisions were adopted by the Board in September, 2021. Since then, a mistake in age has been identified in two places (VI. D. 1. & VII. B.) and is being recommended for edit to create alignment with the most recent MN state statutes on attendance.
- Policy 510.2 **Policy 510.2, School or District Sponsored Events – Jenna Mitchler**
Recommendation: NO CHANGE
Policy 510.2 was revised in 2019. There is no MSBA model for this policy. Language change in the General Statement of Policy clarifies alcohol use by attendees is prohibited.
- Policy 550 **Policy 550, Handbooks – Jenna Mitchler**
Recommendation: RE-ADOPT
Policy 550 was removed in 2017. The Board Policy committee has expressed interest in its re-adoption. This draft version closely aligns with the former policy.
- Policy 515.1 **Policy 515.1, Administration Procedures for Research – Dave Heistad/ Julio Caesar**
Recommendation: REVISE
Policy 515.1 was revised on March 8, 1999, and reviewed by the Board April 28, 2014. There is no MSBA model for this policy. The current revision includes language regarding data confidentiality, supplementing the data privacy language relating to state statutes and federal law. The revision also includes the description of proposed Policy 515.2, Student Surveys Used for Research, that details the parameters of information that may be sought when proposals for research include student surveys. Language has been added in Section II. D. to recognize that approval is required by either (or both) directors of curriculum for the use of curriculum assessment or building assessment in research proposals with the purpose of curriculum development and/or program evaluation (both exempt from this policy). A recommendation is being made to Section III. D. to add the word "surveys" in addition to "questionnaires" given that (a) both questionnaires and surveys are used interchangeably, (b) the use of the word "surveys" is more prevalent than the word "questionnaires," and (c) "survey" is also inclusive of the process of performing a survey including the set of questions, data collection, and data analysis.

Several recommendations for edits are also provided to the “Research Request Form” to require additional pieces of information and materials from any person wishing to conduct educational research in the District.

Policy 515.2

**Policy 515.2, Student Surveys Used for Research – Dave Heistad/
Julio Caesar**

Recommendation: NEW-ADOPT

This draft of Policy 515.2 is recommended to be adopted. There is no MSBA model for this specific policy. However, this draft policy uses elements of MSBA Model Policy 520, Student Surveys, that delineates the parameters of student surveys utilized by the District. The elements incorporated from MSBA Model Policy 520 were modified to fit the District’s procedures and the numbering was aligned with District policies as it is better to keep this draft policy connected to Policies 515 and 515.1. This draft version provides clear parameters of the types of information that may be sought in student surveys used for educational research.

Policy 603

Policy 603, Curriculum Development – Andy Kubas/Beth Flottmeier

Recommendation: REVISE

This policy was last reviewed on January 11, 2021. It is being brought forward for revision at the request of the Superintendent in order to clean up language and definitions. The changes in the regulation include: Definition of the term “curriculum.” Definition of “core instructional materials.” Definition of “supplemental materials.” Also added was a provision regarding supplemental materials used in the classroom shall be in accordance with district policies.

Policy 606

Policy 606, Curriculum Materials Selection – Andy Kubas/Beth Flottmeier

Recommendation: REVISE

This policy was last reviewed on January 11, 2021. It is being brought forward for revision at the request of the Superintendent in order to implement a more public and transparent materials selection process. The changes proposed include: providing opportunities for input and consideration of the views of students, parents/guardians, and other interested members of the community. A provision stating that all materials and resources will meet all requirements of the Minnesota Department of Education and other state and federal laws. A provision stating that parents/guardians, students, staff and other interested community members will have the opportunity to review and give feedback for potential curriculum materials.

Policy 203

Policy 203, School Board Meetings – Eric Melbye

Recommendation: REVISE

This policy was revised September 13, 2021. The recommended changes to the policy shared with the Board Policy Committee on April 12 included a change in the time deadline to register for the listening session, the addition of language giving the Board Chair the authority to change the beginning time of the listening session taking into consideration the number of registered participants, and providing for notes of the listening session to be shared at a subsequent Board meeting. The School Board discussed the revision at the April 25 Board meeting and subsequently was moved forward to the next board meeting. The policy was on the May 9 school board agenda for final approval.

In that there was feedback from a couple of sources wanting access to an audio recording of the listening session and the Chair of the Board Policy Committee was not at the Board meeting, the Superintendent recommended removing it from the agenda, which was approved by the Board. The newly revised Policy 203 now includes additional language for an audio recording of the listening session to be made available on the District website and clarifications relating to the agenda.

VIII. BOARD MEMBER
REPORTS

Metro South ABE and CHOICE Academy graduation is Thursday, June 16 at 7 pm at Jefferson High School.

IX. OTHER

None.

X. ADJOURNMENT

There being no further business to come before the School Board, Chair Tom Bennett adjourned the meeting at 9:00 p.m. The closed session for Superintendent evaluation followed the meeting.

Nelly Korman, Clerk