1. Call to Order, Roll Call

2. Agenda Adjustments

3. Announcements, Comments

4. Community Input

5. Consent Agenda
   a. Minutes - Board Meeting of October 22, 2019
   b. Payment of Bills
   c. Personnel - Resignations, Appointments, Reductions
   d. Gifts

6. Reports and Non-Action Items
   a. Amplifying Student Voice – Leaders in Training

7. Action Items
   a. Canvass of Election Results
   b. 2019-2020 Harambee Elementary School Calendar Adjustment
   c. Policy 432: Tobacco Free Environment (revised) Second Reading
   d. Policy 420: Mandated Reporting of Child Abuse or Neglect (revised) Second Reading
   e. Policy 528: Dispensation of Medication for Students (revised) Second Reading

8. Board Reports

Adjournment

All meetings are open to the public. Portions of the meeting may be closed if indicated on the agenda.
MINUTES OF THE REGULAR MEETING, SCHOOL BOARD, INDEPENDENT
SCHOOL DISTRICT NO. 623, 1251 West County Road B2, Roseville, MN 55113

October 22, 2019

Chair Kitty Gogins called the school board meeting to order at 6:30 p.m. Board members present: Todd Anderson, Erin Azer, Mike Boguszewski, Kitty Gogins, Curtis Johnson (7:08 p.m.), Frank Shaw. Board members absent: none. Also present: Aldo Sicoli, superintendent of schools, and approximately ten other visitors or staff who attended all or part of the meeting.

(17) **Consent Agenda.** Azer moved, Anderson seconded acceptance of the consent agenda including the minutes of the regular school board meeting on October 8, 2019; payment of bills; resignations, appointments, reductions, adjustments; and gifts. Motion carried unanimously.

**Enrollment and Demographic Report.** Dr. Jenny Loeck, assistant superintendent, provided an overview of enrollment and demographic data. Enrollment data included average class size and longitudinal enrollment data by school, grade and level. Demographic data included information about the district’s overall diversity, English Learner population, and the proportion of students receiving educational benefits.

**Growth Report.** Jake Von De Linde, director of teaching and learning, reviewed testing growth results from the 2019 Minnesota Comprehensive Assessments and FASTBridge and ACCESS tests.

**Facilities Update.** Shari Thompson, director of business services, provided an update on the district’s construction projects and an upcoming public meeting to discuss plans for the Fairview Community Center site.


**Policy 432: Tobacco Free Environment (revised) First Reading.** Dr. Jenny Loeck presented proposed revisions to Policy 432: Tobacco Free Environment as a first reading.

**Policy 420: Mandated Reporting of Child Abuse or Neglect (revised) First Reading.** Dr. Alecia Mobley, director of student services, presented proposed revisions to Policy 420: Mandated Reporting of Child Abuse or Neglect as a first reading.

**Policy 528: Dispensation of Medication for Students (revised) First Reading.** Dr. Alecia Mobley presented proposed revisions to Policy 528: Dispensation of Medication for Students as a first reading.

**Process for Board Self-Review.** The board discussed proceeding with its annual self-evaluation and reviewed the process, timing and questions.
(18) **Girls Hockey Cooperative Agreement.** Anderson moved, Johnson seconded approval of the girls hockey cooperative agreement with Concordia Academy beginning in the 2019-2020 school year. Motion carried unanimously.

(19) **Designation of Official Newspaper.** Boguszewski moved, Johnson seconded the designation of the Pioneer Press as the official newspaper for Roseville Area Schools for the remainder of calendar year 2019 and calendar years 2020 and 2021. Motion carried unanimously.

**Study Session Report.** Clerk Mike Boguszewski reported that at the October 8 work study session, the board received updates on facilities and budget, discussed the upcoming operating levy, and participated in a restorative practices circle. One agenda item, the process for board self-review, was tabled for discussion until the October 22 regular meeting.

**Board Reports.** Todd Anderson and Kitty Gogins toured facilities improvements at Brimhall Elementary School. Curtis Johnson attended the Mosaic Unity Tower unveiling at the Roseville Library and the Minnesota Robotics Invitational. He also shared information about two upcoming events, Unity Day on October 23 and the Roseville Area High School musical. Mike Boguszewski attended an Equity Alliance MN board meeting and shared information about an Edgerton Elementary fundraiser. Erin Azer provided updates from the most recent Northeast Metro 916 board meeting. Kitty Gogins participated in groundbreaking ceremonies at Emmet D. Williams, Falcon Heights, and Harambee Elementary Schools and attended the MN-NAME conference. She also reminded the public that school board candidate information is available on the district website and early voting for the November election begins soon.

**Superintendent’s Report.** Superintendent Sicoli provided a brief facilities update and mentioned two events he attended, the Farm to School lunch at Little Canada Elementary and an Urban Debate League event.

The Chair declared the meeting adjourned at 8:26 p.m.

Signed

____________________________
Clerk

Approved

____________________________
Chair

October 22, 2019
PAYMENT OF BILLS:
-October 1 - October 15, 2019
That bills in the amount of: $4,326,249.48 by the following funds be approved:

<table>
<thead>
<tr>
<th>Fund</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>GENERAL</td>
<td>$3,551,299.72</td>
</tr>
<tr>
<td>FOOD SERVICE</td>
<td>$243,478.86</td>
</tr>
<tr>
<td>COMMUNITY SERVICE</td>
<td>$270,804.69</td>
</tr>
<tr>
<td>BUILDING FUND</td>
<td>$220,197.31</td>
</tr>
<tr>
<td>DEBT FUND</td>
<td>$0.00</td>
</tr>
<tr>
<td>READING RECOVERY</td>
<td>$0.00</td>
</tr>
<tr>
<td>AMSD</td>
<td>$12,380.82</td>
</tr>
<tr>
<td>OPEB DEBT</td>
<td>$0.00</td>
</tr>
<tr>
<td>DENTAL INS FUND</td>
<td>$0.00</td>
</tr>
<tr>
<td>NO SUBURBAN COLLABORATIVE</td>
<td>$22,028.08</td>
</tr>
<tr>
<td>EXTRA CURRICULAR-STU ACTIVITY</td>
<td>$5,183.06</td>
</tr>
</tbody>
</table>

RECOMMENDATION:
That above payments are included in check numbers:

<table>
<thead>
<tr>
<th>Description</th>
<th>Check Number</th>
<th>Through Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>WIRE TRANSFERS</td>
<td>201900132</td>
<td>201900141</td>
</tr>
<tr>
<td>CHECKS</td>
<td>324944</td>
<td>324977</td>
</tr>
<tr>
<td>COMMERCE AP CHECKS</td>
<td>5738</td>
<td>5764</td>
</tr>
<tr>
<td>ACH A/P</td>
<td>192010402</td>
<td>192010501</td>
</tr>
<tr>
<td>EXTRA CURR-STU ACTIV</td>
<td>34910</td>
<td>34626</td>
</tr>
</tbody>
</table>

PAYMENT DISTRIBUTION BY FUND:

<table>
<thead>
<tr>
<th>Description</th>
<th>GENERAL</th>
<th>FOOD SERVICE</th>
<th>COMMUNITY SERVICE</th>
<th>BUILDING FUND</th>
<th>DEBT FUND</th>
<th>Delta Dental Self Insured</th>
<th>28-RR Fiscal Agent</th>
<th>29-AMSD Fiscal Agent</th>
<th>OPEB</th>
<th>N SUB COLL/SCHLSHP</th>
<th>EXTRA CURR-STU ACTIVITY</th>
<th>TOTAL DISBURSEMENTS</th>
</tr>
</thead>
<tbody>
<tr>
<td>WIRE TRANSFERS</td>
<td>$1,240,675.27</td>
<td>$33,025.65</td>
<td>$85,347.53</td>
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<td>$0.00</td>
<td>$3,532.09</td>
<td>$618.37</td>
<td>$22,028.08</td>
<td>$5,183.06</td>
<td>$1,362,780.54</td>
<td></td>
<td>$4,331,432.54</td>
</tr>
<tr>
<td>CHECKS</td>
<td>$635,531.49</td>
<td>$137,577.76</td>
<td>$48,386.73</td>
<td>$220,197.31</td>
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<td>$3,532.09</td>
<td>$618.37</td>
<td>$22,028.08</td>
<td>$5,183.06</td>
<td>$1,067,522.80</td>
<td></td>
<td>$3,331,432.54</td>
</tr>
<tr>
<td>COMMERCE A/P</td>
<td>$67,569.43</td>
<td>$15,254.73</td>
<td>$369.54</td>
<td>$952.21</td>
<td>$0.00</td>
<td>$3,532.09</td>
<td>$618.37</td>
<td>$22,028.08</td>
<td>$5,183.06</td>
<td>$83,189.70</td>
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<td>$1,067,522.80</td>
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<td>ACH A/P</td>
<td>$13,048.36</td>
<td>$564.93</td>
<td>$564.93</td>
<td>$952.21</td>
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<td>$22,028.08</td>
<td>$5,183.06</td>
<td>$14,653.50</td>
<td></td>
<td>$83,189.70</td>
</tr>
<tr>
<td>TRANSFER TO P/R</td>
<td>$1,594,277.17</td>
<td>$56,965.79</td>
<td>$143,812.68</td>
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<td>$5,183.06</td>
<td>$1,805,286.00</td>
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<td>$1,067,522.80</td>
</tr>
<tr>
<td>VOID CHECKS</td>
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<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$0.00</td>
<td>$3,532.09</td>
<td>$618.37</td>
<td>$22,028.08</td>
<td>$5,183.06</td>
<td>$8,466,620.88</td>
<td></td>
<td>$8,466,620.88</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$3,551,299.72</td>
<td>$243,478.86</td>
<td>$276,864.69</td>
<td>$220,197.31</td>
<td>$0.00</td>
<td>$12,380.82</td>
<td>$22,028.08</td>
<td>$5,183.06</td>
<td>$4,331,432.54</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

September 1, 2019 Cash & Investments Balance:

<table>
<thead>
<tr>
<th>Description</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>$10,131,543.42</td>
</tr>
<tr>
<td>Disbursements</td>
<td>$10,711,599.14</td>
</tr>
<tr>
<td>Remaining as of 9/30/19</td>
<td>$105,611,641.32</td>
</tr>
</tbody>
</table>

BOND CONSTRUCTION FUNDS:

<table>
<thead>
<tr>
<th>Description</th>
<th>Balance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue</td>
<td>$106,191,667.04</td>
</tr>
<tr>
<td>Disbursements</td>
<td>$10,711,599.14</td>
</tr>
<tr>
<td>Remaining as of 9/30/19</td>
<td>$105,611,641.32</td>
</tr>
</tbody>
</table>

RECOMMENDATION:
The above disbursements include check numbers:

<table>
<thead>
<tr>
<th>Description</th>
<th>Check Number</th>
<th>Through Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>CHECKS</td>
<td>100486</td>
<td>100558</td>
</tr>
</tbody>
</table>

$8,466,620.88
**RECOMMENDATION:** That investments in the amount of $0.00 be approved

**INVESTMENT DETAIL:**

<table>
<thead>
<tr>
<th>Bank</th>
<th>Purchase Date</th>
<th>Type of Purchase</th>
<th>Interest Rate</th>
<th>Date of Maturity</th>
<th>Amount of Purchase</th>
<th>Record Number</th>
<th>Interest Earnings</th>
<th>Value at Maturity</th>
</tr>
</thead>
</table>

**Total:** $0.00

**CP/C/O: COMMERCIAL PAPER/CERTIFICATE OF DEPOSIT**  
**CD: CERTIFICATE OF DEPOSIT**  
**RP: REPURCHASE AGREEMENT**
**New Personnel-Licensed Long Term Sub**

Bartholomay, Kearn  
Parkview Center School  
Elementary Teacher  
Hired working 1.0 FTE effective October 14, 2019 to December 13, 2019.

Hatt, Elizabeth  
Brimhall Elementary  
Elementary Teacher  
Hired working 1.0 FTE effective December 6, 2019 to June 10, 2020.

Stegbauer, Amethyst  
Brimhall Elementary  
Elementary Teacher  
Hired working 1.0 FTE effective November 15, 2019 to January 27, 2020.

**New Personnel-Non-Licensed Long Term Sub**

Kelly, Angelique  
Central Park Elementary  
Paraprofessional  
Hired working 6 hrs/day effective October 16, 2019 to March 31, 2020.

Overlund, Jamie  
Fairview Community Center  
Pre K Instructor  
Hired working 37.5 hrs/week effective November 18, 2019.

**New Personnel-Non-Licensed Staff**

Bilotta, Stephanie  
Edgerton Elementary  
Paraprofessional  
Hired working 2.25 hrs/day effective October 21, 2019.

Cannon, Julie  
Roseville Area High School  
Clerical Support  
Hired working 8 hrs/day effective October 22, 2019.

Christensen, Crysta  
Central Park Elementary  
O S T Program Specialist  
Hired working 8 hrs/day effective November 4, 2019.

Etherton, Chastiti  
Fairview Community Center  
Clerical Support  
Hired working 6 hrs/day effective November 21, 2019.
<table>
<thead>
<tr>
<th>Name</th>
<th>School</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jackson, Tremayne</td>
<td>Parkview Center School</td>
<td>Behavior Specialist</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hired working 5.5 hrs/day</td>
</tr>
<tr>
<td>Morelan, Dennis</td>
<td>Roseville Area High School</td>
<td>Custodial Cleaner</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hired working 8 hrs/day</td>
</tr>
<tr>
<td>Peterson, Brandon</td>
<td>Central Park Elementary</td>
<td>O S T Program Specialist</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hired working 8 hrs/day</td>
</tr>
<tr>
<td>Solano - Merino, Angelica</td>
<td>Little Canada Elementary School</td>
<td>Paraprofessional</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hired working 4.25 hrs/day</td>
</tr>
<tr>
<td>Thorson, Amy</td>
<td>Parkview Center School</td>
<td>Nutrition Assistant</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hired working 3 hrs/day</td>
</tr>
<tr>
<td>Valasek, Sarah</td>
<td>Brimhall Elementary</td>
<td>Paraprofessional</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hired working 6 hrs/day</td>
</tr>
<tr>
<td>Vaughn, Vicky</td>
<td>Parkview Center School</td>
<td>Nutrition Assistant</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hired working 3 hrs/day</td>
</tr>
<tr>
<td>Veen, Tess</td>
<td>Roseville Area Middle School</td>
<td>Day Custodian</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hired working 8 hrs/day</td>
</tr>
</tbody>
</table>

**Resignation-Non-Licensed**

<table>
<thead>
<tr>
<th>Name</th>
<th>School</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hammill, Kristine</td>
<td>Central Park Elementary</td>
<td>Nutrition Assistant</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Resigned effective October 16, 2019.</td>
</tr>
<tr>
<td>Harviuex, Jeremy</td>
<td>Harambee Community School</td>
<td>Custodial Cleaner</td>
</tr>
<tr>
<td></td>
<td></td>
<td>Resigned effective October 23, 2019.</td>
</tr>
<tr>
<td>Name</td>
<td>School</td>
<td>Position</td>
</tr>
<tr>
<td>-----------------</td>
<td>---------------------------------</td>
<td>--------------</td>
</tr>
<tr>
<td>Lembrich, Kathryn</td>
<td>Central Park Elementary</td>
<td>Paraprofessional</td>
</tr>
<tr>
<td></td>
<td>Resigned effective November 8, 2019.</td>
<td></td>
</tr>
<tr>
<td>Wiitala, Alyssa</td>
<td>Roseville Area High School</td>
<td>Paraprofessional</td>
</tr>
<tr>
<td></td>
<td>Resigned effective November 1, 2019.</td>
<td></td>
</tr>
<tr>
<td>SCHOOL BUILDING</td>
<td>NAME/ADDRESS OF DONOR</td>
<td>GIFT</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>---------------------------------------------------------------------------------------</td>
<td>--------</td>
</tr>
</tbody>
</table>
| Central Park Elementary School      | Prince of Peace Lutheran Church  
2561 Victoria  
Roseville, MN 55113                                                                   | $150.00 | Students in Need                         |
| Fairview Community Center           | King of Kings Lutheran Church - Sage Family  
2330 N. Dale St.  
Roseville, MN 55113                                                                  | $25.00  | Roseville Area Senior Program           |
| Fairview Community Center           | ETrade Financial - Rose Uy  
PO Box 484  
Jersey City, NJ 07303-0484                                                            | $500.00 | Roseville Area Senior Program           |
| Fairview Community Center           | Mister Car Wash - Attn: Lauren Evans  
222 E 5th Street  
Tucson, AZ 85705                                                                     | Four $20.00  
Platinum Express Car Wash Coupons                                                    | 623 Walk/Run Raffle |
| Fairview Community Center           | Raising Cane's - Kena Dove, General Mgr.  
3780 Lexington Ave. N.  
Shoreview, MN 55126                                                                  | Gift Basket | 623 Walk/Run Raffle |
| Fairview Community Center           | Outback Steakhouse  
2181 Snelling Ave. N.  
Roseville, MN 55113                                                                  | Three $20.00  
Gift Certificates                                                                  | 623 Walk/Run Raffle |
| Falcon Heights Elementary School    | Peter and Nicole Lindstrom  
1505 Idaho Ave W  
Falcon Heights, MN 55108                                                             | $500.00  | Lunch Debt at Falcon Heights Elementary in Honor of Philando Castile |
| Parkview Center School              | David B. Schrader  
5385 W Bald Eagle Blvd.  
St. Paul, MN 55110-6410                                                               | $500.00  | Principal's Discretion                  |
| Parkview Center School              | Gloria Given  
3418 14th Ave N  
Anoka, MN 55303                                                                         | $2000.00 | Parkview Center School Media Center/Library |
| Roseville Area High School | Timothy & M Lucile Plunkett  
2173 Fairmount Ave  
St. Paul, MN 55105 | $250.00 | Rosebowl Debate Tournament |
|---------------------------|-------------------------------------------------|---------|---------------------------|
| Roseville Area High School | Falcon Heights - Lauderdale Lions Club  
1753 Albert St  
Falcon Heights, MN 55113 | $150.00 | Activities/Athletics |
| Roseville Area High School | Ramsey 81 Memorial Foundation Inc.  
1684 Beechwood Ave  
St. Paul, MN 55116 | $416.97 | Football Program |
| Roseville Area High School | Tom and Janet Thul  
635 Heinel Drive  
Roseville, MN 55113 | $300.00 | Trap Shooting |
| Roseville Area High School | Troy and Kristi Raverty  
2471 Hamline Ave  
Roseville, MN 55113 | $2000.00 | Trap Shooting |
Agenda Topic: Amplifying Student Voice – Leaders in Training
Meeting Date: November 12, 2019
Contact Person: Dr. Jenny Loeck and Jamey Johnson

Background:

The Leaders in Training will provide information about how student voice is elevated in the LIT program.

Recommendation:

_____ Action Required       XX Informational – No Board Action Requested
How are we elevating student voice in order to impact the power, structure and culture in our district?

Student voice

↓

Absent narrative work

→ Pedagogy

↓

Student and community story-telling and circles

→ Representation

↓

De-centering whiteness

---

Students participate on interview teams when hiring staff

Student leadership team meets bi-weekly to share ideas about the school, culture, and ways to improve

Students serve on the District Curriculum Advisory Committee

Student choice in curriculum, assignments, and lessons

Student Senate discusses topics related to civics and community engagement and provides feedback for the program

Cultural liaisons lead student groups focused on building student identity and lifting up all voices from our community

Student leadership team creates community service projects

Letters to my teacher

Changes to daily schedule and handbook policies

Mixed-age small #goodhuman groups where all students participate in making our community better

Our school’s vision of “a global community empowering each other to learn, lead and succeed” can only be realized when we all have an equal voice
Collaborative Problem Solving Groups

Conferencing questions to elicit family voice. How can I be a great teacher for your child? What do you want to discuss?

Spoken word unit increases student voice on topics that they identify.

Restorative work with circles gives students voices in creating the community they want in their classroom.

Teachers use Responsive Classroom protocols to encourage student voice and form classroom constitutions.

Peer editing

Students begin to understand the power of their own stories and importance of being heard.

All voices are invited to be heard at story circle – students share THEIR story and how things are going in the classroom.

Purposeful decrease of teacher voice.
Agenda Topic: Canvass of Election Results  
Meeting Date: November 12, 2019  
Contact Person: Mechelle Allen

Background:

The results for the school board election held on November 5, 2019, have been prepared by Ramsey County, and the results are included for review by the school board. The board is required to approve the resolution of the canvass of votes.

Recommendation:

It is recommended that the school board approve the Resolution Canvassing Returns of Votes of School District General Election held on November 5, 2019.

XX Action Required

___ Informational – No Board Action Requested
INDEPENDENT SCHOOL DISTRICT NO. 623
(ROSEVILLE AREA SCHOOLS)
RAMSEY COUNTY, MINNESOTA

RESOLUTION CANVASSING RETURNS
OF VOTES OF SCHOOL DISTRICT GENERAL ELECTIONS

BE IT RESOLVED by the School Board of Independent School District No. 623, Roseville Area Schools ("the District"), as follows:

1. It is hereby found, determined, and declared that the general election of the voters of the District held on November 5, 2019, were in all respects duly and legally called and held.

2. As specified in the attached Abstract and Return of Votes Cast, a total of 3,686 voters of the District voted at said general election on the election of three (3) school board members for four (4) year term vacancies on the board caused by the expiration of term on the first Monday in January next following the general election as follows:

<table>
<thead>
<tr>
<th>Candidate</th>
<th>Votes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chu</td>
<td>2,187</td>
</tr>
<tr>
<td>Anderson</td>
<td>2,086</td>
</tr>
<tr>
<td>Boguszewski</td>
<td>1,957</td>
</tr>
</tbody>
</table>

3. Chu, Anderson, and Boguszewski, having received the highest number of votes, are elected to four (4) year terms beginning the first Monday in January, 2020.

4. The District Clerk is hereby authorized and directed to certify the results of the general election to the County Auditor of Ramsey County. The Clerk is further authorized and directed to provide written notice of the results of the elections to the Commissioner of Education in a timely manner.

Adopted by the School Board of Independent School District No. 623 (Roseville Area Schools) this 12th day of November, 2019.

Clerk
INDEPENDENT SCHOOL DISTRICT NO. 623
ROSEVILLE AREA SCHOOLS

November 12, 2019
Abstract of Votes Cast
Independent School District No. 623 (ROSEVILLE)
State of Minnesota
at the Municipal and School District General Election
Held Tuesday, November 5, 2019

Compiled from the Official Returns.
Summary of Totals
Independent School District No. 623 (ROSEVILLE)
Tuesday, November 5, 2019 Municipal and School District General Election

Number of persons registered as of 7 a.m. 38551
Number of persons registered on Election Day 83
Number of accepted regular, military, and overseas absentee ballots and mail ballots 498
Number of federal office only absentee ballots 0
Number of presidential absentee ballots 0
Total number of persons voting 3686

Summary of Totals
Independent School District No. 623 (ROSEVILLE)
Tuesday, November 5, 2019 Municipal and School District General Election

KEY TO PARTY ABBREVIATIONS
NP - Nonpartisan

School Board Member at Large (ISD #623) (Elect 3)

NP
Mike Boguszewski
1957

NP
Todd Anderson
2086

NP
Rose Chu
2187

WI
WRITE-IN**
145

Abstract print version 25891, generated 11/8/2019 10:30:43 AM
<table>
<thead>
<tr>
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### Detail of Election Results

Independent School District No. 623 (ROSEVILLE)

Tuesday, November 5, 2019 Municipal and School District General Election

Office Title: School Board Member at Large (ISD #623) (Elect 3)

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Total: 1957 2086 2187 145
We, the school board members of Independent School District No. 623 (ROSEVILLE), certify that we have canvassed the returns of the Municipal and School District General Election held on Tuesday, November 5, 2019 and have herein specified the names of any candidates receiving votes and the number of votes received by each candidate, and have herein specified the number of votes for and against any ballot questions voted on in this election.

As appears by the returns of the election precincts voting in this election, duly returned to, filed, opened, and canvassed, and now remaining on file in the office of the clerk of Independent School District No. 623 (ROSEVILLE).

Witness our official signature at ______________________ in ______________________ County this __________ day of __________, 2019.

__________________________
School Board Member

__________________________
School Board Member

__________________________
School Board Member

__________________________
School Board Member

__________________________
School Board Member

__________________________
School Board Member

Page 4 of 5
State of Minnesota
Independent School District No. 623 (ROSEVILLE)

I, ________________________________, Clerk of the Independent School District No. 623 (ROSEVILLE) do hereby certify the within and foregoing pages to be a full and correct copy of the original abstract and return of the votes cast in the Independent School District No. 623 (ROSEVILLE) Municipal and School District General Election held on Tuesday, November 5, 2019.

Witness my hand and official seal of office this ________ day of _____________, 2019.
Agenda Item: 7b

Agenda Topic: 2019-2020 Harambee Elementary School Calendar Adjustment
Meeting Date: November 12, 2019
Contact Person: Dr. Jenny Loeck

Background:

Administration is recommending an adjustment to Harambee Elementary School's current year (2019-2020) calendar. The recommendation includes ending second quarter on February 13 (instead of February 14) and moving the teacher workshop day to February 14 (instead of February 7) for Harambee only. This change would better align the teacher reporting day with the end of the quarter and grading period.

Recommendation:

It is recommended that the school board approve the adjustment to the 2019-2020 Harambee Elementary School calendar.

XX  Action Required

Informational – No Board Action Requested
# Roseville Area Schools
## 2019-20 Year-Round Option

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Quarters: Qtr 1 = 44, Qtr 2 = 41, Qtr 3 = 46, Qtr 4 = 40
T = Teacher Workshop (no School)  Shaded Days = No School
### Roseville Area Schools
2019-20 Year-Round Option

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Quarters: Qtr 1= 44, Qtr 2= 41, Qtr 3= 46, Qtr 4= 40
T = Teacher Workshop (no School)  Shaded Days = No School
Background:

Dr. Jenny Loeck, assistant superintendent, will present Policy 432: Tobacco Free Environment as a second reading. This policy is being reviewed due to statutory changes enacted through the 2019 legislative session. This policy was reviewed as a first reading on October 22, 2019.

Recommendation:

It is recommended that the board approve Policy 432: Tobacco Free Environment as a second reading.

XX Action Required       ___ Informational – No Board Action Requested
Policy 432 - Tobacco Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices

1.0 Purpose

The purpose of this policy is to maintain learning and working environments that are tobacco free.

2.0 In accordance with the Minnesota Clean Indoor Air Act and MN Statute 144.417, Roseville Area Schools shall be tobacco-free in district buildings, vehicles, and grounds for students, staff, and visitors. This includes all school district property and all off-campus events sponsored by the district.

2.1 Tobacco-free is defined as free of all tobacco and tobacco-related products (including electronic cigarettes delivery devices) whether intended to be smoked, chewed, inhaled, or otherwise ingested.

2.2 Students, staff, administrators or other school personnel will not solicit or accept any contributions, gifts of money, curricula, materials, or equipment from companies that directly manufacture or are identified with tobacco products, devices, or electronic cigarettes delivery devices. This includes but is not limited to donations, monies for scholarships, equipment, uniforms, and sports and/or training facilities. The school district will not promote or allow promotion of tobacco products or e-cigarettes electronic delivery devices on school property or at school-sponsored events.

3.0 All individuals on school premises shall adhere to this policy.

4.0 Violations of policy

4.1 Action taken for student violations of this policy will be in accordance with District 623 Policy 520 – Student Discipline.

4.2 Action taken for staff violations of this policy will be consistent with requirements of applicable collective bargaining agreements, Minnesota or federal law, and school district policies.

4.3 Violations by visitors, adult students, or community members will be addressed by the building administrator in accordance with M.S. 144.416 subd. 2b. Specifically, individuals in violation of the policy may be asked to leave the premises. Building or district administrators may call the local law enforcement agency to assist with enforcement of this policy.

4.4 According to M.S. 144.417 violators who refuse to comply with directives by a building administrator may be charged with a petty misdemeanor.
4.5 A violation of this policy does not occur when a member of an Native American Indian tribe (as defined in Minnesota Statute 144.4167, subd. 2) lights tobacco on school property as a part of a traditional spiritual or cultural ceremony.
ROSEVILLE AREA SCHOOLS
Independent School District No. 623

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Policy 432 - Tobacco Free Environment; Possession and Use of Tobacco, Tobacco-Related Devices, and Electronic Delivery Devices

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Adopted: 09/27/79
Revised: 06/22/99
Revised: 09/25/12
Revised: 11/24/15
Revised:
Agenda Topic: Policy 420: Mandated Reporting of Child Abuse or Neglect (revised) Second Reading
Meeting Date: November 12, 2019
Contact Person: Dr. Alecia Mobley

Background:

Dr. Alecia Mobley, director of student services, will present Policy 420: Mandated Reporting of Child Abuse or Neglect as a second reading. This policy is being reviewed due to statutory changes enacted through the 2019 legislative session. This policy was reviewed as a first reading on October 22, 2019.

Recommendation:

It is recommended that the board approve Policy 420: Mandated Reporting of Child Abuse or Neglect as a second reading.

XX Action Required

___ Informational – No Board Action Requested
ROSEVILLE AREA SCHOOLS
Independent School District No. 623

Policy 420 – Mandated Reporting of Child Abuse or Neglect

1.0 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.

2.0 General Statement of Policy

2.1 It is the policy of the school district to fully comply with Minnesota Statute § 626.556 requiring school personnel to report suspected child neglect or physical or sexual abuse.

2.2 A violation of this policy shall occur when any school personnel fail 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.

3.0 Definitions

3.1 “Accidental” means a sudden, not reasonably foreseeable, and unexpected occurrence or event which:

3.1.1 is not likely to occur and could not have been prevented by exercise of due care; and

3.1.2 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.

3.2 “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).

3.3 “Immediately” means as soon as possible but in no event longer than 24 hours.

3.4 “Mandated Reporters” 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.

3.5 “Neglect” means the commission and/or omission of any of the acts below other than by accidental means:

3.5.1 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
Policy 420 – Mandated Reporting Child Abuse

do so, including a growth delay, which may be referred to as a failure to thrive, that has been diagnosed by a medical provider authorized to diagnose, and is due to parental neglect;

3.5.2 Failure to protect a child from conditions or actions that imminently and seriously endanger the child’s physical or mental health when reasonably able to do so;

3.5.3 Failure to ensure that a child is educated in accordance with state law, which does not include a parent’s refusal to provide the parent’s child with sympathomimetic medications;

3.5.4 Failure to provide for the 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 the child’s own basic needs or safety, or the basic needs/safety of another child in their care;

3.5.5 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;

3.5.6 Medical neglect as defined by Minn. Stat. § 260C.007, Subd. 4, Clause (5);

3.5.7 Chronic and severe use of alcohol or a controlled substance by the parent or person responsible for care of the child that adversely affects the child’s basic needs and safety; or

3.5.8 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 such means for treatment or care of disease except where the lack of medical care may cause serious danger to the child's health.

3.6 “Nonmalpractice 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 nonmalpractice 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 applies to child care centers licensed under Minn. Rules Ch. 9503.

3.7 “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 in Minn. Stat. § 125.0942 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:

3.7.1 Throwing, kicking, burning, biting or cutting a child;

3.7.2 Striking a child with a closed fist;

3.7.3 Shaking a child under the age of three;

3.7.4 Striking or other actions which result in any non-accidental injury to a child under 18 months of age;

3.7.5 Unreasonable interference with a child’s breathing;

3.7.6 Threatening a child with a weapon, as defined in Minn. Stat. § 609.02, Subd. 6;

3.7.7 Striking a child under age one on the face or head;

3.7.8 Striking a child who is at least age one but under age four on the face or head, which results in an injury;

3.7.9 Purposely giving a child poison, alcohol, or dangerous, harmful or controlled substances which are not prescribed for the child by a practitioner, in order to control or punish the child, or other substances that substantially affect the child’s behavior, motor coordination, or judgment or that results in sickness or internal injury or subjects the child to medical procedures that would be unnecessary if the child were not exposed to the substances;

3.7.10 Unreasonable physical confinement or restraint not permitted under Minn. Stat. § 609.379, including but not limited to tying, caging, or chaining;
3.7.11 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.

3.8 "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.

3.9 "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.

3.10 "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.

3.11 "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 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).

3.12 "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.

3.13 "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.
Policy 420 – Mandated Reporting Child Abuse

4.0 Reporting Procedures

4.1 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 or agency responsible for assisting or investigating maltreatment. The reporter will include his or her name and address in the report.

4.1.1 The Minnesota Department of Education (MDE) is the agency responsible for assessing or investigating allegations of child maltreatment in schools. Such reports should be made to the MDE or local law enforcement. In addition, such allegations should be reported to the Assistant to the Superintendent.

4.2 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, Minnesota Department of Education, 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 the extent of the abuse or neglect and the name and address of the reporter.

4.3 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.

A mandated reporter who knows or has reason to know of the deprivation of parental rights or kidnapping of a child shall report the information to the local law enforcement agency.

4.4 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.

4.5 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.

4.6 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.

5.0 Investigation
5.1 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.

5.2 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.

5.3 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 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.

5.4 Where the alleged perpetrator is believed to be a school official or employee, the school district shall also conduct its own investigation independent of the local welfare, law enforcement agency, or the Minnesota Department of Education.

5.5 Upon request by MDE, the school district shall provide all requested data that are relevant to a report of maltreatment and are in 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.

6.0 Maintenance of School Records Concerning Abuse or Potential Abuse
Policy 420 – Mandated Reporting Child Abuse

6.1 When the investigating agency determines that a potentially abused or abused child should be interviewed on school property, written notification of intent to interview the child 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 an 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.

6.2 All records maintained or derived from abuse or neglect reports from the school or the school district are confidential data. See Regulations 420-R for maintenance procedures.

6.3 Records regarding the report of maltreatment, including any notification of intent to interview which was received by the school as described in subsection 6.1 shall be destroyed only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

7.0 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. See Policy 416.

8.0 Dissemination of Policy and Training

8.1 This policy shall appear in school personnel handbooks.

8.2 The school district will develop a method of discussing this policy with school personnel.

8.3 This policy shall be reviewed regularly for compliance with state law.

Adopted: 2/11/82
Revised: 2/12/02
Revised: 4/13/17
ROSEVILLE AREA SCHOOLS
Independent School District No. 623

Policy 420 – Mandated Reporting of Child Abuse or Neglect

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3.0 Definitions

3.1 “Accidental” means a sudden, not reasonably foreseeable, and unexpected occurrence or event which:

3.1.1 is not likely to occur and could not have been prevented by exercise of due care; and

3.1.2 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.

3.2 “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).

3.3 “Immediately” means as soon as possible but in no event longer than 24 hours.

3.4 “Mandated Reporters” 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.

3.5 “Neglect” means the commission and/or omission of any of the acts below other than by accidental means:

3.5.1 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 medical provider authorized to diagnose, and is due to parental neglect;

3.5.2 Failure to protect a child from conditions or actions that imminently and seriously endanger the child's physical or mental health when reasonably able to do so;

3.5.3 Failure to ensure that a child is educated in accordance with state law, which does not include a parent's refusal to provide the parent's child with sympathomimetic medications;

3.5.4 Failure to provide for the 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 the child's own basic needs or safety, or the basic needs/safety of another child in their care;

3.5.5 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;

3.5.6 Medical neglect as defined by Minn. Stat. § 260C.007, Subd. 4, Clause (5);

3.5.7 Chronic and severe use of alcohol or a controlled substance by the parent or person responsible for care of the child that adversely affects the child's basic needs and safety; or

3.5.8 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 such means for treatment or care of disease except where the lack of medical care may cause serious danger to the child's health.

3.6 "Nonmalpractice 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 nonmalpractice 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 applies to child care centers licensed under Minn. Rules Ch. 9503.

3.7 "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 in Minn. Stat. § 125.0942 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:

3.7.1 Throwing, kicking, burning, biting or cutting a child;

3.7.2 Striking a child with a closed fist;

3.7.3 Shaking a child under the age of three;

3.7.4 Striking or other actions which result in any non-accidental injury to a child under 18 months of age;

3.7.5 Unreasonable interference with a child's breathing;

3.7.6 Threatening a child with a weapon, as defined in Minn. Stat. § 609.02, Subd. 6;

3.7.7 Striking a child under age one on the face or head;

3.7.8 Striking a child who is at least age one but under age four on the face or head, which results in an injury;

3.7.9 Purposely giving a child poison, alcohol, or dangerous, harmful or controlled substances which are not prescribed for the child by a practitioner, in order to control or punish the child, or other substances that substantially affect the child's behavior, motor coordination, or judgment or that results in sickness or internal injury or subjects the child to medical procedures that would be unnecessary if the child were not exposed to the substances;

3.7.10 Unreasonable physical confinement or restraint not permitted under Minn. Stat. § 609.379, including but not limited to tying, caging, or chaining;
3.7.11 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.

3.8 "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.

3.9 "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.

3.10 "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.

3.11 "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 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).

3.12 "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.

3.13 "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.
Policy 420 – Mandated Reporting Child Abuse or Neglect

4.0 Reporting Procedures

4.1 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 or agency responsible for assisting or investigating maltreatment. The reporter will include his or her name and address in the report.

4.1.1 The Minnesota Department of Education (MDE) is the agency responsible for assessing or investigating allegations of child maltreatment in schools. Such reports should be made to the MDE or local law enforcement. In addition, such allegations should be reported to the Assistant to the Superintendent.

4.2 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, Minnesota Department of Education, 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 the extent of the abuse or neglect and the name and address of the reporter.

4.3 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.

A mandated reporter who knows or has reason to know of the deprivation of parental rights or kidnapping of a child shall report the information to the local law enforcement agency.

4.4 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.

4.5 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.

4.6 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.

5.0 Investigation
Policy 420 – Mandated Reporting Child Abuse or Neglect

5.1 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.

5.2 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.

5.3 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 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.

5.4 Where the alleged perpetrator is believed to be a school official or employee, the school district shall also conduct its own investigation independent of the local welfare, law enforcement agency, or the Minnesota Department of Education.

5.5 Upon request by MDE, the school district shall provide all requested data that are relevant to a report of maltreatment and are in 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.

6.0 Maintenance of School Records Concerning Abuse or Potential Abuse
6.1 When the investigating agency determines that a potentially abused or abused child should be interviewed on school property, written notification of intent to interview the child 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 an 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.

6.2 All records maintained or derived from abuse or neglect reports from the school or the school district are confidential data. See Regulations 420-R for maintenance procedures.

6.3 Records regarding the report of maltreatment, including any notification of intent to interview which was received by the school as described in subsection 6.1 shall be destroyed only when ordered by the agency conducting the investigation or by a court of competent jurisdiction.

7.0 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. See Policy 416.

8.0 Dissemination of Policy and Training

8.1 This policy shall appear in school personnel handbooks.

8.2 The school district will develop a method of discussing this policy with school personnel.

8.3 This policy shall be reviewed regularly for compliance with state law.

Adopted: 2/11/82
Revised: 2/12/02
Revised: 4/13/17
Revised:
Agenda Topic: Policy 528: Dispensation of Medication for Students (revised) Second Reading
Meeting Date: November 12, 2019
Contact Person: Dr. Alecia Mobley

Background:

Dr. Alecia Mobley, director of student services, will present Policy 528: Dispensation of Medication for Students as a second reading. This policy is being reviewed due to statutory changes enacted through the 2019 legislative session. This policy was reviewed as a first reading on October 22, 2019.

Recommendation:

It is recommended that the board approve Policy 528: Dispensation of Medication for Students as a second reading.

XX Action Required    ___ Informational – No Board Action Requested
Policy 528 – Dispensation of Medication for Students

1.0 Purpose

The purpose of this policy is to set forth the provisions that must be followed when administering nonemergency prescription medication to students at school.

2.0 General Statement of Policy

The school district acknowledges that some students may require prescribed drugs or medication during the school day. The district’s licensed school nurse, trained health assistant, or a trained designee of the principal/program administrator will administer prescribed medication, except any form of medical cannabis, in accordance with law and school district procedures.

3.0 Administration of Medication

3.1 The administration of prescription medication or drugs during the school day and out-of-school time programs/activities requires a completed signed request from the student’s eustodial parent or guardian. “Parent” includes a guardian, surrogate or for students 18 years of age or older is the student. An oral request must be reduced to writing within two school days.

3.2 Prescription medication must be brought to school by the eustodial parent or guardian in the original containers labeled for the student by a pharmacist in accordance with the law, and must be administered in a manner consistent with the instructions on the label.

3.3 The school nurse will be notified in writing by the eustodial parent or guardian when medication must be administered during the school day. A written order signed by a prescribing health professional and the eustodial parent or guardian is required for medication prescribed for a period of two weeks or longer. Such orders will be renewed annually and whenever medication, dosage, or administration changes. For medication prescribed for a period of less than two weeks, a written request for administration signed by the eustodial parent or guardian is required.

3.4 Upon written recommendation of the prescribing health professional and eustodial parent or guardian and consultation of the school nurse, a student may be allowed to self-administer and/or self-carry medication.

3.5 A student in grades 9 - 12 may possess and use nonprescription pain relief medication in a manner consistent with the labeling if the school nurse has received a written authorization from the eustodial parent or guardian permitting the student to self-administer and self-carry the medication. Self-carry medications are epi-pens, inhalers, and
nonprescription pain relievers. Such authorizations must be renewed annually. A student’s privilege to possess and use nonprescription pain relievers may be revoked if it is determined the student is abusing the privilege.

3.6 A student may possess and apply a topical sunscreen product during the school day while on school property or at a school-sponsored event without a prescription, physician’s note, or other documentation from a licensed health care professional. School personnel are not required to provide sunscreen or assist students in applying sunscreen.

3.7 Medications and medical procedures that can be administered to the student appropriately before or after school will be the responsibility of the custodial parent/guardian or designee.

3.8 Controlled substances prescribed to students must always be kept in a locked cabinet and will never be carried by a student or self-administered.

Adopted: 2/9/88
Revised: 3/8/16
Revised: 9/27/16
ROSEVILLE AREA SCHOOLS
Independent School District No. 623

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Adopted: 2/9/88
Revised: 3/8/16
Revised: 9/27/16
Revised:
1. New Course Proposal
2. American Indian Land Acknowledgement
3. Facilities Update
4. Board Self-Review
5. Northeast Metro 916 Board Representative
6. Possible Future Discussion Items

All meetings are open to the public. Portions of the meeting may be closed if indicated on the agenda.
Agenda Item: SS-1

Agenda Topic: New Course Proposal
Meeting Date: November 12, 2019
Contact Person: Jake Von De Linde

Background:

Jake Von De Linde, director of teaching and learning, will provide the board with a summary of a new course proposed for the 2020-2021 school year.

Recommendation:

_____ Action Required      XX Informational – No Board Action Requested
# ADDITIONAL NEW COURSE PROPOSAL FOR 2020-21

<table>
<thead>
<tr>
<th><strong>Course Title:</strong></th>
<th>Add Drone/UAS II and Remove T-Shirt Printing II</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Department:</strong></td>
<td>Industrial Technology</td>
</tr>
<tr>
<td><strong>Type:</strong></td>
<td>New Course/Course Removal</td>
</tr>
</tbody>
</table>

## Background:

Drone/UAS II will build students’ knowledge from Drone/UAS I and prepare them more thoroughly to take the FAA Part 107 commercial drone license exam, allowing students the opportunity to become a commercial drone pilot. They will explore additional high end drones, direct drone applications and learn about the possibilities that exist within college or career opportunities. The course will continue to expand drone flying capabilities and prepare students for future drone opportunities. This new course allows students more time to cover a greater range of material and prepare students for the FAA exam.

The Industrial Technology team is also proposing the removal of T-Shirt Printing II, as this course has been declining in enrollment. By eliminating this course, the Industrial Tech team believes that enrollment in the Production “Raider Grafix” class will increase and may be a more appropriate alternative to T-Shirt Printing II.

## Feedback/Input:

Initial feedback has been positive from DCAC, however they will not vote until 11/27/2019. Roseville Area High School Curriculum Leaders overwhelmingly support the addition of this course; they also understand the rationale for removing T-Shirt Printing II.
Background:

Josh Collins, director of communications, will provide an overview of a request from the district's American Indian Parent Advisory Committee to: "Have district leadership formally acknowledge in writing and when welcoming visitors, staff, and students to district locations that we are on Dakota land and that this place has special importance and meaning for the Dakota people." He will provide an update on steps the district has already taken to respond to the request, and offer for discussion considerations for the district website and buildings regarding the land acknowledgement.

Recommendation:

_______ Action Required

XX Informational – No Board Action Requested
Agenda Topic: Facilities Update
Meeting Date: November 12, 2019
Contact Person: Shari Thompson

Background:

Shari Thompson, director of business services, will provide updates on the district’s construction projects, including an update on the November 4th public meeting held on regarding new construction on the Fairview site.

Recommendation:

______ Action Required  XX Informational – No Board Action Requested
Agenda Topic: Board Self-Review  
Meeting Date: November 12, 2019  
Contact Person: Chair Kitty Gogins

Background:

The board will discuss the results of its annual self-evaluation.

Recommendation:

_____ Action Required  
XX Informational – No Board Action Requested
Standard 1: Conduct and Ethics

1. What is the board doing well in this area?
   - The board does a good job at speaking with one voice, while allowing individual board members the opportunity to express concerns if they have them.
   - The board is and has been doing very well in this area.
   - The board focuses on governance, follows established policies and takes responsibility for its behavior away from the board table. It leads in a respectful and civil manner, encouraging all members to express their individual opinions and vote their convictions. Once a vote is taken, all members support the position of the board.
   In addition to individual development work, the board participated in a couple of circle discussions exploring important topics and all members attended some/all of the Equity Board Training series offered by Equity Alliance MN.
   - We are fully meeting each of these standards.

2. What are opportunities for improvement?
   - I don't have any to comment on at this time.
   - I see no room for improvement in this area.
   - I have found the circle sessions very valuable and hope we continue these and find a training opportunity of interest to the board broadly, perhaps around SEL or Trauma Informed instruction.
   - None at this time. Ongoing training and attending learning sessions (MSBA, etc.) have largely been a function of each individual Board member taking responsibility for self-education… could consider taking a more structured approach where completion/participation in various seminars, conferences, events, etc, are tracked and documented for us as a group, and then could use that to encourage Board members to attend those they haven’t yet, etc. In the end, it will still be an individual Board member’s choice to take advantage of these opportunities, but this could make it easier to even know what’s out there, and see if other Board members have found particular events valuable.
Standard 2: Vision

1. What is the board doing well in this area?
   - The board is doing a good job monitoring the strategic plan and asking for reports and updates from cabinet members.
   - We have a mission statement, strategic plan and clear goals, mostly in tune with the WBWF concept from the State. These are regularly monitored and the progress is communicated to the community.
   - The board has partnered with administration to have a clear vision/mission, strategies and goals. These are mirrored in budget planning and implementation plans. Key metrics are regularly tracked and reviewed for how plans need to be adjusted. I found the holistic review of actions and progress on the strategic plan this fall very valuable.
   - Generally meeting these standards, especially in having developed a comprehensive strategic plan and in ensuring our vision, goals, objectives, etc. are embedded in and drive our decisions and priorities.

2. What are opportunities for improvement?
   - The board needs to do a better job of communicating progress on the strategic plan to the larger community. This might be as simple as working on a communications plan and strategy with our communications director.
   - Achievement goals are difficult to meet as are opportunity gap goals tied to MCA and other tests. A movement away from these particular goals might save us from the need to bury ourselves in often contradictory data.
   - A district strategic focus area is to improve communication and genuine engagement with families and communities, especially with our underrepresented communities. This needs to continue to be a focus for the district overall, and the board specifically.
   - Have additional discussion around setting measurable student achievement goals, including some estimation of the resources (staff/financial, time, whatever) that may be needed to attain them.
Work with administration to envision any areas in which we can help support a transformational leap vs. incremental improvements.

Be more acknowledging that our families view equity through the lens of their own situation, and that equity principles also must be applied to our students who are special education, LGTBOIA+, etc, etc… without detracting from the urgency of work on the achievement gap between white students and students of color.

**Standard 3: Structure**

1. What is the board doing well in this area?
   - We are working closely with our superintendent to ensure we achieve our vision, and we are holding him accountable with annual evaluations.
   - The school board is doing as well as can be expected in this area.
   - The board partners with administration to maximize student learning with available resources and works to obtain additional resources. The building safety and learning environment upgrades made possible by the 2017 bond referendum are beginning to come online. The significant Culturally Responsive Competent Teaching initiative, particularly the absent narrative work, has made important gains in making school more relevant and engaging, to maximize learning. The board takes responsibility for governance, delegates appropriate authority to the superintendent and holds him accountable.
   - We are fully meeting these standards, including ensuring our physical structures meet these goals via the renovation/facilities projects that are underway across our District.

2. What are opportunities for improvement?
   - None at this time.
   - State funding has not kept pace with inflation and necessitated painful cuts to the operating budget for four years in a row. This drives an urgent need to have serious community and board conversations about raising our operating levy.
   - We also need to continue to manage the construction budget and deliver community promises related to the bond referendum.
   - None, really.
Standard 4: Accountability

1. What is the board doing well in this area?
   - The board takes seriously its role in analyzing student achievement data and is good with requesting additional info and data if needed.
   - We're good on A and B with regard to the superintendent.
   - The board uses key metrics to track progress on achievement, equity and other core responsibilities. These metrics hold the board, the superintendent and the entire district aligned and accountable on key priorities.
   - We are fully meeting these standards.

2. What are opportunities for improvement?
   - As an individual board member, I would like to better understand or decipher the relevant pieces of monitoring data that should be communicated to parents and the greater community.
   - We do not use achievement data effectively, at least in the sense that achievement is mostly not improving. I am still puzzled by the different types of data in D, so from my point of view we could improve there.
   - None, really.

Standard 5: Advocacy and Communication

1. What is the board doing well in this area?
   - This board is doing a very good job of advocating specific educational issues on all levels. All board members have experience with advocating at some level.
   - I think this board does very well in A-D, that is, in our advocacy and communication within the community.
   - The board is focused on community-wide concerns, supports a strong flow of information to all stakeholders via multiple vehicles, and is regularly out in the community.
   - The board is active in advocating at the regional and state level. Having raised its level of involvement this past year, e.g. greater participation in AMD leadership, MSBA advocacy opportunities, RCLLG networking, etc. The
quarterly meetings of Local Elected officials, hosted by Dr. Sicoli, have blossomed into an even better attended, fruitful exchange between different government entities.

- We are meeting these standards, and strive to exceed them especially in the areas of building stakeholder relationships and advocacy.

2. What are opportunities for improvement?

- An opportunity for improvement would be to better define our public relations strategy and to know exactly what it consists of.

- I think we could advocate more effectively than we do; we don't have a clear set of points to advocate at the three levels except the overarching need for more funding. We don't advocate, for instance, regarding teacher training and licensure, transportation policies, etc.

- The loss of the Roseville Review is a major blow to communicating with the community broadly. While a new official newspaper has been identified, it will not provide the type of coverage lost. We need to continue to explore vehicles to make up for this loss.

In addition, we need to further strengthen communication, especially with underrepresented groups.

- There is – and may always be – dissatisfaction among some of our constituents around access to the Board, or a perception that the Board is unwilling to directly engage with the public because of our formalized processes for soliciting and understanding public concerns. Perhaps we could do a better job in some cases of being more open to direct engagement – or more importantly, perhaps a better job of communicating about the need for the formalized structure, and why we, as a Board, are limited in our ability to just “talk live” with constituents at meetings, etc. (e.g., legislative mandates, open meeting law requirements, etc.).
Agenda Topic: Northeast Metro 916 Board Representative
Meeting Date: November 12, 2019
Contact Person: Chair Kitty Gogins

Background:

Northeast Metro 916 is one of three intermediate school districts in the metropolitan area of St. Paul and Minneapolis. 916 serves fourteen K-12 member districts and provides programs and services to other schools in the east metropolitan area.

As an intermediate district, Northeast Metro 916 provides programs and services in three core areas: special education, career and technical education, and educational services. By partnering with member districts and schools, 916 is able to enhance educational opportunities for students and achieve cost efficiencies.

The 916 Board is comprised of school board members elected from participating districts. Board members are compensated for their service. The compensation for this position is established by 916 and is $5,000 per year. Meetings are held on the first Wednesday of the month at the 916 offices located at Bellaire Education Center in White Bear Lake.

This is an elected position for the Roseville School Board. Erin Azer was elected to serve a 4-year term in December 2015, and the term expires on December 31, 2019. The 916 administration has requested that board members from participating districts serve a 4-year term.

The board will discuss appointing a new representative to serve on the 916 board. An action item appointing the representative will be placed on the agenda for the December 12 meeting in order to allow for the election of the Roseville representative prior to the 916 board organizational meeting the first week of January.

Recommendation:

______ Action Required  __XX__ Informational – No Board Action Requested
Agenda Topic: Possible Future Discussion Items
Meeting Date: November 12, 2019
Contact Person: Superintendent Sicoli

Background:

The board will suggest possible agenda items for discussion at future meetings.

Recommendation:

_____ Action Required     XX Informational – No Board Action Requested